

**TOWN OF BLACK MOUNTAIN BOARD OF ALDERMEN  
REQUEST FOR BOARD ACTION**

**Meeting Date:** October 12, 2009

**SUBJECT:** SunTrust Corporate Resolution and Certificate of Incumbency

**AGENDA INFORMATION**

**Agenda Location:** Consent Agenda  
**Item Number:** 5-G  
**Department:** Administration  
**Contact:** Sherry Williams/Rick Shreve  
**Presenter:** Rick Shreve

**BRIEF SUMMARY:** We are requesting Board of Aldermen authorize the Town Manager, Finance Officer, Deputy Finance Officer, and Accounting Clerk to be certified to work with SunTrust Bank for the planning and implementation of a procurement credit card (P-Card) program. A procurement card program is a common tool throughout local governments that allows for greater centralized control of expenditures, while also streamlining the payables process. Purchase cards are used exactly like credit cards, but the Finance staff will maintain the credit limits and types of purchases to be used on each card. This will prevent Town staff from having many invoices to pay from multiple vendors, each of which must be paid separately by check. Instead, most of the Town's purchases will be processed through this centralized system, and a bi-monthly draft payment will be issued to SunTrust Bank for the purchases of that respective period

**MOTION FOR CONSIDERATION:** To approve the Corporate Resolution and Certificate of Incumbency with SunTrust Bank for the planning and implementation of a P-Card purchasing program.

**FUNDING SOURCE:** N/A

**ATTACHMENTS:** Corporate Resolution and Certificate of Incumbency

**MANAGER'S COMMENTS ANDECOMMENDATIONS:** Adopt as presented.