



HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS
Regional Transportation Planning Agency
Humboldt County Local Transportation Authority
Service Authority for Freeway Emergencies
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AGENDA ITEM 9a
HCAOG Board Meeting
May 16, 2024

DATE: May 9, 2024
TO: HCAOG Policy Advisory Committee (PAC)
FROM: Beth Burks, Executive Director
SUBJECT: **Application for Coast Central Credit Union Credit Card Accounts**

STAFF REPORT

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- Staff's Recommended Action
- Staff Summary

Staff's Recommended Action:

Motion to be approved by consent:
"I move that the HCAOG Board approve the application for two credit cards at Coast Central Credit Union, one in the amount of \$10,000.00 for Elizabeth Burks, and one in the amount of \$1,000 for Amy Eberwein."

Staff Summary:

In July 2016 the HCAOG Board, through a recommendation from the fiscal and compliance audits, adopted Resolution 16-18 appointing HCAOG as the Treasurer and Auditor-Controller to carry out the duties, functions, and accountability of HCAOG funds, and appointed Coast Central Credit Union as the financial institution.

Currently HCAOG uses credit cards from Chase bank to make automatic monthly bill payments, and other purchases. Current credit cards are assigned to the now retired Fiscal Administrative Officer and the Executive Director. Administrative Services Officer Amy Eberwein does not have a credit card in her name to make purchases.

In an effort to centralize HCAOG's banking and support local businesses, staff is requesting approval of the application to Coast Central Credit Union for two credit cards. One in the amount of \$10,000.00 for Executive Director Beth Burks, and one in the amount of \$1,000 for Administrative Officer, Amy Eberwein. HCAOG pays credit card statements in full each month,

so interest rates do not apply, although Coast Central Credit Union's rates are similar to the rates of the current credit card account. If approved, staff will proceed with cancelling the Chase credit cards. Board approval shown in the meeting record is required by the credit union in order to proceed with the application.