



SMALL TOWN, BIG BEACH™

## **CITY COUNCIL AGENDA ITEM**

**SUBJECT:** AUTHORIZATION OF NEW POSITION CITY CREDIT CARDS

**STAFF CONTACT:** Shelby DeBlieux

**COUNCIL MEETING CYCLE:** COW – March 2 / COUNCIL – March 9

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### **RECOMMENDED COUNCIL ACTION:**

Staff recommends approval of two new cards for newly filled positions.

### **BACKGROUND/SUMMARY:**

The Assistant Director of Recreation and Cultural Affairs and Communications Manager positions are new/or newly reinstated and not currently listed on the list of Authorized Officers listed in City Council Resolution 6946-25.

City purchasing cards exist for efficiency and ease of daily business operations. Both positions present valid need for a City P-Card; as well as their direct supervisors have been consulted and have approved of this request.

### **RELATED ISSUES:**

N/A.

### **PREVIOUS COUNCIL ACTIONS:**

Resolution 6946-25 and Resolution 6820-24 previously amended the Authorized Officers list to include newly added and/or reinstated positions.

### **FINANCIAL IMPACT:**

This amendment will not result in any expense. Nor will the City credit limit of \$150,000.00 will not be changed.

### **KEY DATES:**

N/A



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**ATTACHMENTS:**

Updated Authorized Officer List 02/18/2026

Mayor	\$6,000
City Administrator	\$6,000
Assistant City Administrator	\$5,000
City Councilman	\$4,000
Director of Natural Resources	\$4,000
Director of Economic Development & Public Affairs	\$4,000
Communications Manager	\$3,000
Public Engagement Manager	\$3,000
Creative Content & Design coordinator	\$3,000
Police Chief	\$4,000
Police Deputy Chief	\$4,000
Administrative Analyst	\$4,000
Animal Control Officer	\$5,000
Support Services Commander	\$3,500
Police Lieutenant	\$3,000
Detention Officer	\$5,000
Police Department #1	\$4,000
Police Department #2	\$4,000
Police Department #3	\$4,000
Police Department #4	\$4,000
Police Department #5	\$4,000
Police Department #6	\$4,000
Fire Chief	\$4,000
Chief of Staff	\$3,000
Chief of Operations	\$3,000
Fire Marshall	\$1,000
Fire Logistics Officer	\$4,000
Fire Department #1	\$4,000
Fire Department #2	\$4,000
Fire Department #3	\$2,000
Fire Department #4	\$2,000
Municipal Court Clerk	\$4,000
Chief Building Official	\$6,000
Director of Planning and Zoning	\$4,000
Purchasing Officer	\$20,000
Purchasing Assistant	\$20,000
IT Systems Supervisor	\$4,000
Human Resources Officer	\$3,000
Human Resource Specialist	\$3,000
Payroll & Benefits Specialist	\$3,000
Recreation & Cultural Affairs Director	\$6,000
Assistant Director of Recreation and Cultural Affair	\$4,000
Marketing & Communications Coordinator	\$3,000
Special Events Programs & Events Manager	\$3,000
Events Coordinator	\$3,000
Cultural Center Program & Events Supervisor	\$6,000
Retail Operations Coordinator	\$5,000
Parks & Facilities Manager	\$3,000
Concessions Manager	\$7,000
Recreation Manager	\$5,000

Managing Librarian	\$2,000
Museum Administrator	\$1,000
City Engineer	\$4,000
Capital Projects Director	\$4,000
Public Works Director	\$4,000
Public Works Supervisor - Maintenance	\$3,000
Public Works Supervisor - Horticulture	\$3,000
Public Works Supervisor - Custodial	\$3,000
Public Works Supervisor - Streets	\$1,000
Public Works Supervisor – Sanitation	\$1,000
Facility Maintenance Tech, Senior	\$3,000
Facility Maintenance Tech, Senior (Traffic Signals)	\$3,000
Fleet Manager	\$3,000
Public Works Courier	\$5,000
Disaster Card #1	\$20,000
Disaster Card #2	\$20,000
Disaster Card #3	\$5,000
Disaster Card #4	\$5,000
Disaster Card #5	\$5,000
Disaster Card #6	\$5,000
Disaster Card #7	\$5,000
Disaster Card #8	\$5,000
Disaster Card #9	\$5,000
Disaster Card #10	\$5,000