

**From:** [Kim Lynch](#)  
**To:** [Jane Rhode](#); [Erika Luebke](#)  
**Cc:** [Eric Nycz](#); [Justin Nickels](#)  
**Subject:** RE: Attorney US Bank Purchasing Card  
**Date:** Friday, December 2, 2022 2:22:20 PM  
**Attachments:** [image002.png](#)  
[image004.png](#)  
[image005.png](#)

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That position is not listed as approved by Finance Committee... we could put it on the agenda for next week requesting one with a \$2,000 limit.

*Kim Lynch* | **Interim Finance Director**

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**Please note my retirement date of 12/30/2022**



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**From:** Jane Rhode <jrhode@manitowoc.org>  
**Sent:** Friday, December 2, 2022 2:05 PM  
**To:** Kim Lynch <klynch@manitowoc.org>; Erika Luebke <eluebke@manitowoc.org>  
**Cc:** Eric Nycz <ENycz@manitowoc.org>; Justin Nickels <jnickels@manitowoc.org>  
**Subject:** Attorney US Bank Purchasing Card

Since Kathleen left, the City Attorney's Office has not had a US Bank purchasing card. Might we be able to get one, under Eric Nycz, City Attorney's Office? Pam in HR has been kind enough to use HR's card to make some on-line purchases for the office, but it'd be more convenient to have our own with 2023 right around the corner w/purchases, legal subscriptions, memberships dues, etc.

Thank you!

Jane Rhode  
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