



City Commission Agenda Item

Meeting Date: October 21, 2025

From: Randy Frazer, City Manager

Item: Update City of Arkansas City's Purchasing Policy

Motion: A Resolution authorizing the City of Arkansas City to approve the revised Purchasing Policy, giving the City Manager authority to approve purchases up to \$20,000. **(Voice Vote)**

Background: The City of Arkansas City maintains a Purchasing Policy to ensure the efficient, fair, and transparent procurement of goods and services. Periodic updates to the Purchasing Policy are necessary to reflect current best practices, improve administrative efficiency, and ensure compliance with applicable state and federal laws. City staff has reviewed the existing policy and recommends revisions to the City Manager's purchasing authority to an amount not to exceed \$20,000. The previous threshold was \$10,000.

Commission Options:

1. Approve the Resolution.
2. Disapprove of the Resolution.
3. Table the Resolution for further discussion.

Fiscal Impact: Amount: **None**

Fund: Department: Expense Code:

☐ Included in budget

☐ Grant

☐ Bonds

☐ Other Not Budgeted

Attachments: Resolution & Purchasing Policy.

Approved for Agenda by:

Randy Frazer, City Manager