
City Council Regular Meeting

DEPARTMENT: Finance

FROM: Lauren Seay, Deputy Director (Administrative Services)

MEETING: January 20, 2026

SUBJECT:

Receive a report, hold a discussion, and provide staff direction regarding the City's current procurement methods and practices. (*Staff Contact: Lauren Seay, Deputy Director of Administrative Services*)

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 <p>High Performing City Organization Providing Exceptional, People Focused Services</p>	1.2 Continue to improve the efficiency and productivity of operations 1.3 Deliver high-quality service and communications to external and internal customers

SUMMARY:

The attached presentation is intended to give the City Council a clear understanding of the City's current procurement framework by outlining the division's activities, the procurement methods used, and the key considerations involved in leveraging cooperative contracts and selecting the most appropriate procurement method.

The Purchasing Division manages the City's procurement of goods and services in compliance with applicable laws and policies, with a continual focus on ensuring best value for the community, while operating in a decentralized environment that supports departments throughout the organization.

Recent updates to procurement operations include legislative changes increasing the competitive bidding threshold to \$100,000, as well as the integration of the Purchasing Division into the Finance Department to support more coordinated budgeting, procurement, and long-term financial planning efforts.

RECOMMENDATION:

N/A

PRIOR ACTION/INPUT (Council, Boards, Citizens):

This information was previously presented to the Finance Committee on April 21, 2025 and December 17, 2025, and is now being presented to City Council for broader discussion and an opportunity to provide direction.

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

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