

Ordinance no. _____

Now be it and it is hereby ordained by the Mayor and City Council of the City of Cartersville, that the CITY OF CARTERSVILLE CODE OF ORDINANCES. CHAPTER 2 ADMINISTRATION. ARTICLE V. - FINANCIAL AFFAIRS. DIVISION 2. – PURCHASES. SECTION 2-143. PURCHASE ORDERS REQUIRED, SECTION 2-144. LIMITED PURCHASES WITHOUT PRIOR PURCHASE ORDER, AND SECTION 2-147 COUNCIL APPROVAL AND CITY MANAGER APPROVAL REQUIRED FOR CERTAIN PURCHASING. is hereby amended by deleting said Sections in their entirety and replacing them as follows:

1.

Sec. 2-143. – Purchase orders required.

Purchase orders are not required, except when specifically requested by the Purchasing Agent.

2.

Sec. 2-144. - Limited purchases without prior purchase order.

In order to expedite purchasing, each department head may make purchases of up to two thousand five hundred dollars (\$2,500.00) without receiving a prior purchase order; if required.

3.

Sec. 2-147. - Council approval and city manager approval required for certain purchasing.

(a)The purchasing agent shall make no purchases that include any item, the price of which exceeds two thousand five hundred dollars (\$2,500.00) but is less than seven thousand five hundred dollars (\$7,500.00) without the approval of the city manager, who may prescribe terms under which the purchases may be made.

(b)The purchasing agent shall make no purchase that includes any item the price of which exceeds seven thousand five hundred dollars (\$7,500.00) without the approval of the council, which may prescribe the terms under which the purchase may be made, including advertisement for bids.

(c)The purchasing agent shall be authorized to purchase any items which do not exceed two thousand five hundred dollars (\$2,500.00) as he is requested to do so on behalf of the city by the department heads and/or the city manager.

2.

It is the intention of the city council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville,

Georgia, and the sections of this Ordinance may be renumbered and/or alphabetized accordingly to accomplish such intention.

BE IT AND IT IS HEREBY ORDAINED

FIRST READING: _____
SECOND READING: _____

MATTHEW J. SANTINI, MAYOR

ATTEST: _____
JULIA DRAKE, CITY CLERK