



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	November 19, 2020
SUBCATEGORY:	First Reading of Ordinances
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	Purchase Orders
DEPARTMENT SUMMARY RECOMMENDATION:	The Code of Ordinances, Chapter 2, Article V, Division 2 is being amended by deleting Sec. 2-143, 2-144, and 2-147 and replacing them as stated in the attached ordinance. This will allow department heads to make purchases up to two thousand five hundred dollars (\$2,500.00) without receiving a prior purchase order. Purchases between \$2,500.00 and seven thousand five hundred dollars (\$7,500.00) will require approval of the City Manager while purchases above \$7,500.00 will require Council approval.
LEGAL:	Approval by Assistant City Attorney, Keith Lovell