



**CITY OF JONESBORO, GEORGIA COUNCIL**  
**Agenda Item Summary**

**COUNCIL MEETING DATE:**  
 02/06/26 Regular Meeting

**Requesting Agency (Initiator):**  
 Administration

**Sponsor(s):**  
 Dr. Donya L. Sartor, Mayor

**Item Title:** Council to consider approval and adoption of a Resolution approving the Procurement Policy and consolidated Procurement and Contracting Article to modernize and strengthen the City’s procurement framework.

**Requested Action:** Requesting approval

**Requirement for Board Action:**

**Is this Item Goal Related?** Yes

**Summary and Background:**

**Purpose**

This item modernizes the City of Jonesboro’s procurement framework by:

- Adopting a comprehensive Procurement Policy; and
- Amending the City Code to align with and implement that policy through a single, consolidated Article.

**Background**

The City’s existing procurement ordinances were adopted in the 1980s and include:

- Obsolete dollar thresholds;
- Fragmented approval authority;
- Limited recognition of modern procurement tools (RFPs, cooperative purchasing, state contracts, emergency procurement); and
- Inconsistencies with current auditing, grant, and best-practice standards.

These existing provisions expose the City to administrative inefficiencies and legal risk when conducting routine purchasing activities.

**What This Action Does**

- Adopts a **uniform, citywide Procurement Policy** establishing purchasing levels, competitive methods, approval authority, ethical standards, and documentation requirements.
- Replaces outdated Code provisions with a **single consolidated Procurement and Contracting Article** that:
  - Designates the City Manager as Chief Procurement Officer or if the City Manager position is vacant, the Mayor shall serve in this capacity;
  - Implements tiered purchasing thresholds;
  - Authorizes modern procurement methods;
  - Preserves City Council approval authority for high-value, unbudgeted, real estate, and policy-designated purchases; and
  - Ensures contracts and procurements are legally enforceable and auditable.

**Key Benefits**

- Improves transparency and fiscal accountability;
- Reduces audit and compliance risk;
- Clarifies roles and approval authority;
- Aligns City practice with Georgia municipal best practices; and

<ul style="list-style-type: none"> <li>Allows future procedural updates through policy amendments without repeated ordinance revisions.</li> </ul>
<p><b>Fiscal Impact:</b> There is <b>no direct fiscal impact</b> associated with adoption of this Resolution. The changes relate to procurement process and governance, not appropriations.</p>
<p><b>Exhibits Attached:</b> Ordinance and Exhibit A re. Article III – Procurement and Contracting</p>
<p><b>Staff Recommendation:</b> Mayor Donya L. Sartor.</p> <p>Staff recommends adoption of the Ordinance approving the Procurement Policy and consolidated Procurement and Contracting Article to modernize and strengthen the City’s procurement framework.</p>

FOLLOW-UP APPROVAL ACTION (Completed by City Clerk)		
Typed Name and Title	Date	
Signature	City Clerk’s Office	