



**City Council Agenda  
December 21, 2023**

**Resolution**

**Action Item**

**Agenda Description:**

Discuss, consider, and possible action on a resolution adopting the purchasing policy.

**Background Information:**

In an effort to increase purchasing efficiency and align directly with State requirements, the purchasing policy contains several updates. One of the most significant updates is changing the purchasing thresholds. This policy removes the requirement for purchase orders for expenditures below \$3,000. It also increases the contract amount that must be approved by City Council from \$40,000 to \$50,000 to coincide with the State amount required for a competitive solicitation.

**Financial Information:**

There is no cost associated with the update of this policy. However, it does offer significant financial value to the City of Joshua by ensuring that staff has clearly defined purchasing procedures and establishes thresholds for the procurement of goods and services.

**City Contact and Recommendations:**

Marcie Freelen, Finance Director

Staff recommends approval of the purchasing policy.

**Attachments:**

1. Resolution
2. Draft version of the Purchasing Policy
3. Current version of the Purchasing Policy
4. Red Line version of the Purchasing Policy

