



MEETING DATE: June 23, 2025
PRESENTED BY: Michael Elizalde, Director of Grants & Strategic Development
AGENDA ITEM: Proposed Amendment to Procurement Manual- Insertion of Grant Compliance Requirements Section - Elizalde

NATURE OF REQUEST:

The City of Mission regularly receives federal and state grant funding which is subject to strict compliance and audit requirements under Uniform Guidance (2 CFR Part 200) and various granting agency rules. During a recent audit review, it was noted that the current Procurement Manual does not include explicit language or a dedicated section outlining grant-specific procurement compliance standards. To mitigate risk and ensure consistent adherence to grant conditions, an insert detailing grant compliance requirement has been prepared for inclusion in the Purchasing Manual.

BUGETED: _____ **FUND:** _____ **ACCT. #:** _____
BUDGET: _____ **EST. COST:** _____ **CURRENT BUDGET BALANCE:** _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____
 DISAPPROVED: _____
 TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____