

**AN ORDINANCE OF THE CITY COUNCIL AMENDING TITLE I, "GOVERNMENT CODE", CHAPTER 110, "ADMINISTRATION POLICIES", ARTICLE VIII, "AUTHORITY TO ENTER INTO CONTRACTS POLICY," SECTION 110.200, "PERSONS AUTHORIZED TO ENTER INTO CONTRACTS ON BEHALF OF CITY;" ARTICLE II, "PURCHASING AND SURPLUS PROPERTY DISPOSAL," SECTION 110.020.01, "PURCHASING POLICY AND PROCEDURES;" AND CHAPTER 120 "CITY OFFICERS AND EMPLOYEES," ARTICLE V, "CITY ADMINISTRATOR," SECTION 120.090, "CITY ADMINISTRATOR-DUTIES", AND ADOPTING A REVISED POLICY ENTITLED "CITY OF REPUBLIC'S PURCHASING POLICY"**

**WHEREAS**, the City of Republic, Missouri, ("City" or "Republic") is a municipal corporation and Charter City located in Greene County, Missouri, being duly created, organized, and existing under the laws of the State of Missouri; and

**WHEREAS**, the City has recognized the need to continually review and revise the Municipal Code to enhance clarity, eliminate ambiguity, and meet the evolving demands and needs of the citizens, so long as they are in accord with the City's mission, vision, and values, and in the best interests of the City; and

**WHEREAS**, on September 20, 2022, via Ordinance 22-53, the City Council adopted a policy entitled City of Republic's Purchasing Policy and Procedures ("Purchasing Policy"); and

**WHEREAS**, the City has identified a need for revisions to the Purchasing Policy in order to align with the City's ongoing growth rate by, among other things, improving efficiency, encouraging ethical purchasing practices and establishing a framework to intercept and prevent fraud; and

**WHEREAS**, the Council finds that this updated Purchasing Policy, which is to be entitled "City of Republic's Purchasing & Disposal Policy," is in the best interests of the City and its citizens.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF REPUBLIC, MISSOURI, AS FOLLOWS:**

**Section 1:** The policy entitled "City of Republic's Purchasing Policy", attached hereto as "Attachment 1" and incorporated herein by reference, is hereby adopted.

**Section 2:** Title I, "Government Code," Chapter 110, "Administrative Policies," Article II, "Purchasing and Surplus Property Disposal," is hereby repealed and replaced by the following language:

**110.200 Persons Authorized To Enter Into Contracts On Behalf Of City**

The City Administrator, or their designee if unavailable, and Chief Financial Officer are hereby authorized to enter into contracts on behalf of the City without prior City Council approval in an amount not to exceed one hundred thousand dollars (\$100,000.00) in value or one hundred twenty-five thousand dollars (\$125,000.00) in value for infrastructure construction projects, provided that:

1. The City Administrator and Chief Financial Officer jointly approve entry into such contracts;

2. The City Council has appropriated enough money into the Fund as part of the current Approved Budget process or by separate City Council action from which the contract will be paid and that the purchase will comply with Republic Municipal Code Section 135.050; and
3. the contract has positive budget variance or a negative budget variance of not more than 10%.

The City Administrator, or their designee if unavailable, and Chief Financial Officer are hereby authorized to enter into contracts on behalf of the City without prior City Council approval in an amount exceeding one hundred thousand dollars (\$100,000.00) in value or one hundred twenty-five thousand dollars (\$125,000.00) in value for infrastructure construction projects, provided that:

1. The City Administrator and Chief Financial Officer jointly approve entry into such contracts;
2. The City Council has appropriated enough money into the Fund from which the contract will be paid that the purchase will comply with Republic Municipal Code Section 135.050; and
3. The City Council has appropriated funds for such contracts in the budget or by City Council action, and the contract has positive budget variance or a negative budget variance of not more than 10%.

If any of the conditions in the previous paragraph are not met, then any contract in an amount exceeding one hundred thousand dollars (\$100,000.00) in value or one hundred twenty-five thousand dollars (\$125,000.00) in value for infrastructure construction projects shall be entered into only if the contract is specifically approved by the City Council.

**Section 3:** Title I, "Government Code," Chapter 110, "Administrative Policies," Article VIII, "Authority To Enter Into Contracts Policy," is hereby amended by the Sections below to read as follows:

110.020.01 Purchasing Policy ~~And Procedures~~

The City Council hereby adopts the **amended** policy entitled the City of Republic's Purchasing ~~& Disposal~~ Policy, on file in the City Clerk's office and incorporated herein by reference.

EXPLANATION(S) - Matter in **bold underlined** type in the above is added language. Matter in strikethrough in the above is deleted.

**Section 4:** Title I, "Government Code," Chapter 120, "City Officers and Employees," Article V, "City Administrator," Section 120.090, "City Administrator – Duties," paragraph A, is hereby deleted, in conformance with the City of Republic's

Purchasing Policy,” which is adopted in Section 1 above, and which makes the Chief Financial Officer the purchasing agent for the City of Republic. The subsequent paragraphs of the same section, paragraphs B through M, are hereby relettered as paragraphs A through L.

**Section 5:** All other Sections of the Municipal Code of the City of Republic, Missouri, not specifically referenced in this Ordinance shall remain unmodified and in full force and effect.

**Section 6:** The City Administrator or his/her designee, on behalf of the City, is authorized to take the necessary steps to execute this Ordinance.

**Section 7:** The WHEREAS clauses above are specifically incorporated herein by reference.

**Section 8:** This Ordinance shall take effect and be in force from and after its passage as provided by law.

**PASSED AND APPROVED** at a regular meeting of the City Council of the City of Republic, Missouri, this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

**Attest:**

\_\_\_\_\_  
Eric Franklin, Mayor

\_\_\_\_\_  
Laura Burbridge, City Clerk

**Approved as to Form:**

DocuSigned by:  
*Damon Phillips* 1/15/2026  
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Damon Phillips, Interim City Attorney

**Final Passage and Vote:**