



Finance Committee Agenda Item

Meeting Date:	March 26, 2024
Agenda Item:	Procurement Policy
Staff Contact (name, email, phone):	Rachelle Blitch, rblitch@whitewater-wi.gov , 262-473-1380

BACKGROUND

(Enter the who, what when, where, why)

The existing procurement policy is not in harmony with Ordinance 2.12.020. The initial objective was to revise the policy. However, as the authority to amend ordinances rests with the Common Council, this matter will be deferred to the forthcoming meeting for discussion. Presently, the policy authorizes the City Manager to sanction all items within the approved budget, while the ordinance limits this authority to approvals up to \$25,000. Additionally, the policy allows for the approval of up to \$10,000 for items not included in the approved budget which is not addressed in the ordinance. The Council must first amend the ordinance to enable the subsequent update of the policy.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

04/2013 – Common Council adopted the Procurement Policy
04/21/2015 – Common Council updated Ordinance 2.12.020

FINANCIAL IMPACT

(If none, state N/A)

N/A

STAFF RECOMMENDATION

This matter should be returned to the Common Council for the purpose of updating the ordinance. Following the revision of the ordinance, the issue should be revisited by the Finance Committee to endorse the revised policy.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Procurement Policy
2. Ordinance 2.12.020