

M E M O R A N D U M

TO: Howard Tipton, Town Manager
From: Carolyn Brown, Director, Support Services
Kari Kennedy, Procurement Manager
Report Date: May 3, 2023
Meeting Date: June 5, 2023
Subject: Ordinance 2023-05, Amending Chapter 38, Procurement Procedures

Recommended Action

Adopt Ordinance 2023-05.

Background

On May 1, 2023, Ordinance 2023-05 was presented to the Town Commission at their Regular Meeting.

Proposed revisions include raising purchasing authority and the threshold for the procurement of supplies, services, or construction items without having to obtain quotes or bids from \$3,000 to \$5,000 in Sections 38.15 and 38.18 (A), (B) of the Code:

Following the first reading, the Town Commission forwarded the Ordinance to the June 5, 2023, Regular Meeting for second reading and public hearing with no changes recommended to the ordinance. Second Reading and public hearing of Ordinance 2023-05 has been advertised.

Staff Recommendation

Adopt Ordinance 2023-05.

Attachments (Available in the Town Clerk's Office)

- A. Ordinance 2023-05 (version with edits)
- B. Ordinance 2023-05 (clean version with edits included)

End of Agenda Item