



Meeting Date: 05 /12 /11

ACTION	TYPE OF ITEM
<input type="checkbox"/> Approved Recommendation	<input type="checkbox"/> Info/Consent
<input type="checkbox"/> Ord. No(s). _____	<input checked="" type="checkbox"/> Report
<input type="checkbox"/> Res. No(s). _____	<input type="checkbox"/> Public Hearing (Info/consent)
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____

Prepared By: Bruce E. Dandy Agenda Item No. 0-3

Reviewed By: City Manager [Signature] City Attorney [Signature] Finance [Signature] Other (Specify) _____

DATE: March 30, 2011

TO: City Council

FROM: Bruce E. Dandy, Accounting Manager
Finance and Management Services

SUBJECT: Purchasing Policies and Procedures

RECOMMENDATION

That City Council consider a report on purchasing policies and procedures and provide direction to staff.

DISCUSSION

Council has asked staff to prepare a presentation on the City’s purchasing policies and procedures. Staff will provide a Power Point Presentation covering purchases of professional and trade services and public work projects.

FINANCIAL IMPACT

None.

BED

Attachment #1 - Power Point Presentation

Note: The Power Point presentation has been provided to City Council under separate cover. Copies for review are available at the Help Desk in the Library after 6:00 p.m. on Thursday prior to the Council meeting and in the City Clerk’s Office after 8:00 a.m. on Friday prior to the Council meeting.