

CITY OF CEDARVILLE, ARKANSAS

ORDINANCE NO. 3-17-2015-1

AN ORDINANCE SETTING PROCUREMENT PROCEDURES, REPEALING CONFLICTING ORDINANCES, DECLARING AN EMERGENCY, AND FOR OTHER RELATED PURPOSES.

WHEREAS, the City Council of Cedarville has determined that its spending limits and procedures ordinance needs to be updated to foster more efficient operation of the city for the benefit of the citizens of Cedarville.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF CEDARVILLE, ARKANSAS, AS FOLLOWS:

SECTION 1: All purchases of goods and services by the City of Cedarville in excess of \$5,000.00 must be by competitive bidding, unless otherwise regulated by statute or ordinance or exempted from this requirement for good cause by resolution of the City Council, and a record of such bidding and/or formal council approval/exemption will be contained in town records.

SECTION 2: Non-routine goods and services valued between \$500.00 and \$5,000.00 without which would seriously hamper town operations, may be contracted for and purchased by the Mayor without competitive bidding, but only after City Council approval. Council approval shall be obtained by either a regularly scheduled meeting or by calling a special meeting with all due and proper public notices.

SECTION 3: Routine goods and services valued between \$500.00 and \$5,000.00 may be contracted for and purchased by the mayor without council approval. Such goods and services shall include but not be limited to the following: sewage fees, water purchases, city utilities, professional services, fuel, and city payroll. Records of the use and need must be a part of the city files.

SECTION 4: All goods and services valued less than \$500.00 may be contracted for and purchased by the mayor in her discretion provided that the funds have previously been appropriated by the city council and are contained in the city's budget. The mayor or her representative must comply with all other applicable provisions, ordinances, and statutes when purchasing under this section. Records of the use and need must be a part of the city files.

SECTION 5: Notwithstanding anything in this ordinance City Council approval and/or competitive bidding shall not be required unless required by other state statute in cases of emergency repairs where contracting is required immediately to protect and preserve the property or welfare of the City of Cedarville or its citizens, and a it is not otherwise practicable to call a special meeting of the City Council. Records of the use and need must be a part of the city files.

SECTION 6: Personnel making purchases or contracting services under the provisions of this ordinance will ensure the most economical service available is utilized and that the town receives proper discounts.

SECTION 7: If any Court of competent jurisdiction finds any portion of this ordinance invalid or unenforceable or in contravention of state law for any reason that portion shall be stricken and the remainder of the ordinance shall continue in full force and effect.

SECTION 8: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 9: This ordinance is deemed important for the immediate protection and preservation of the public peace, health, safety, and welfare of the citizens of Cedarville, Arkansas, because this ordinance restores the efficient operation of the city government regarding the procedures for purchases of property by the city. Therefore an emergency is hereby declared and this ordinance shall be and take effect and be in full force after its passage, approval, and publication.

PASSED AND APPROVED THIS 17th DAY OF March, 2011.
2015

APPROVED:

Stemanna O'Mau
MAYOR 3/17/2015

ATTESTED:

Sandra Cook
RECORDER/TREASURER