

BRUNSWICK CITY COMMITTEE-OF-THE-WHOLE

Agenda **MAY 22, 2017** **7:00 PM**

1. Review Legislation
 - (a) **RES. NO. 40-17** - An emergency resolution establishing a blanket purchase order amount limit as required by Ohio Revised Code 5705.41(d)(3) - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Todd Fischer*)
2. General Discussion
3. Executive Session
 - (a) Motion to go into an Executive Session for the purpose to discuss the appointment, employment, dismissal, discipline, demotion or compensation of a public employee.
4. Adjournment

THE CITY OF BRUNSWICK

PROPOSED LEGISLATION



DATE: 05/22/2017

TO: Vice Mayor Patricia Hanek and Members of City Council

FROM: Carl S. DeForest, Acting City Manager
Todd Fischer

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 40-17** - An emergency resolution establishing a blanket purchase order amount limit as required by Ohio Revised Code 5705.41(d)(3) - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Todd Fischer*)

BACKGROUND:

Ohio Revised Code 5705.41(D)(3) allows political subdivisions to use blanket purchase orders for the payment of lawfully appropriated goods and services of the subdivision in place of regular purchase orders. The City of Brunswick currently does not have a maximum amount allowable for purchase orders established. The Auditor of State made note of this during the City's Fiscal Year 2016.

The Administration recommends the maximum amount of blanket purchase orders not exceed the \$25,000 threshold established in Charter Section 7.09 (b) which requires specific Council approval.

PURPOSE AND EXPLANATION:

Ohio Revised Code 5705.41(D)(3) allows political subdivisions to use blanket purchase orders for the payment of lawfully appropriated goods and services of the subdivision in place of regular purchase orders. The City of Brunswick currently does not have a maximum amount allowable for purchase orders established. The Auditor of State made note of this during the City's Fiscal Year 2016.

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IMPLEMENTATION

SCHEDULE: Adoption on May 22, 2017 as an emergency to ensure compliance with Ohio Revised Code Section 5705.41 (D) (3).

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: None. This legislation merely defines 1) a maximum amount allowed for a blanket purchase order and 2) the process pertaining to purchase orders issued on Council legislation. This legislation does not authorize the expenditure of funds as this process is done through the approval of the purchase order itself, as defined in ORC Section 5705.41.

**RECOMMENDED
ACTION:**

One Reading	Yes
Two Readings	No
Three Readings	No
Emergency	Yes
Suspension of Rules	Yes

If emergency or suspension of the rules, why the request?
Emergency reason is to ensure compliance with Ohio Revised Code Section 5705.41 (D) (3). The City of Brunswick currently does not have a maximum amount allowable for purchase orders established.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO

RESOLUTION NUMBER



By:

AN EMERGENCY RESOLUTION ESTABLISHING A BLANKET PURCHASE
ORDER AMOUNT LIMIT AS REQUIRED BY OHIO REVISED CODE 5705.41(D)(3) ,
AND DECLARING AN EMERGENCY

WHEREAS: Ohio Revised Code 5705.41(D)(3) allows political subdivisions to use blanket purchase orders for the payment of lawfully appropriated goods and services of the subdivision in place of regular purchase orders; and

WHEREAS: The City of Brunswick currently does not have a maximum amount allowable for purchase orders established; and

WHEREAS: The Administration has recommended a blanket purchase order amount limit not to exceed \$25,000 unless authorized by Ordinance or Resolution of Council; and

WHEREAS: Council desires to establish a blanket purchase order amount limit and related purchase order policy.

THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY RESOLVES:

SECTION 1: Council hereby establishes a blanket purchase order amount limit not to exceed \$25,000 unless a purchase for a higher amount has been approved by Ordinance or Resolution of Council in accordance with Ohio Revised Code 5705.41(D)(3).

SECTION 2: A purchase order issued pursuant to any Council Ordinance or Resolution shall not exceed the amount stipulated in the Ordinance or Resolution, or when not specified, shall not exceed the appropriation or legal level of control established by Council.

SECTION 3: That this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, welfare and safety of the City and for the additional reason to ensure compliance with the Ohio Revised Code. Therefore, the same shall be in full force and effect from and after its passage by the required number of votes.

PASSED: 1st Reading _____
2nd Reading _____

Rules Suspended: AYES _____ NAYS _____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____
Clerk of Council
Barbara J. Ortiz

CITY OF BRUNSWICK, OHIO

RESOLUTION NUMBER 40-17



By: Committee-of-the-Whole

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PASSED: 1st Reading _____
2nd Reading _____

Rules Suspended: AYES _____ NAYS _____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____
Clerk of Council
Barbara J. Ortiz