

# CITY OF LAKE OZARK

A Missouri Municipality of the 4th Class

BILL NO.: 2023-53

ORDINANCE NO.: 2023-53

## AN ORDINANCE AMENDING SECTIONS 140.010, 140-070, 140-080(C)(6), AND 140.150 OF THE MUNICIPAL CODE OF THE CITY OF LAKE OZARK, MISSOURI

WHEREAS, Chapter 140 of the Municipal Code of the City of Lake Ozark, Missouri provides for various purchasing procedures and policies; and

WHEREAS, to streamline procurement procedures, and recognize the implicit authority of the City Administrator and staff to make certain procurements of supplies and services budgeted by the Board of Aldermen, it has been recommended by Staff that Sections 140.010(C), 140.070, 140.080(A)(6) and 140.050 be amended.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF LAKE OZARK, MISSOURI AS FOLLOWS:**

Section 1 of this Ordinance. Section 140.010(C) of the Municipal Code of the City of Lake Ozark, Missouri is amended to read as follows:

### Section 140.010 **Purchasing Agent Designated.**

- C. The purchasing agent shall establish a purchase order system to implement this Section and shall have the authority to make **all** purchases which are within the scope of the approved operating budget in amounts equal to or less than ~~one thousand dollars (\$1,000.00)~~ **fifteen thousand dollars (\$15,000.00);** ~~Board pre-approval is preferred.~~ In addition, department heads shall have the authority to make purchases which are within the scope of the approved operating budget in amounts equal to or less than five thousand dollars (\$5,000.00); and supervisors shall have authority to make purchases which are within the scope of the approved operating budget in amounts equal to or less than one thousand dollars (\$1,000.00).

Section 2 of this Ordinance. Section 140.070 of the Municipal Code of the City of Lake Ozark, Missouri is amended to read as follows:

### Section 140.070 **Formal Contract Procedure.**

All supplies and contractual services, except as otherwise provided in this Chapter, when the estimated cost thereof shall exceed ~~five thousand dollars (\$5,000.00)~~ fifteen thousand dollars (\$15,000.00), shall be purchased by formal, written contract from the lowest responsible bidder, after due notice, inviting proposals. All sales of personal property which has become obsolete and unusable, when the estimated value shall exceed five thousand dollars (\$5,000.00) shall be sold by formal written contract to the highest responsible bidder, after due notice inviting proposals.

**Section 3 of this Ordinance.** Section 140.080(A)(6) of the Municipal Code of the City of Lake Ozark, Missouri is amended to read as follows:

#### Section 140.080 **Notice Defined.**

- A. The notice required by the preceding Section shall consist of the following:
6. When the estimated cost of supplies and contractual services does not exceed ~~five thousand dollars (\$5,000.00)~~ fifteen thousand dollars (\$15,000.00), the purchasing agent shall be permitted to solicit bids in accordance with Subsection (A)(2) and (3) of this Section without publication, provided that:
    - a. A written notice, which includes a general description of the articles to be purchased or sold, shall state where bid blanks and specifications may be secured, if applicable, and the time and place of opening bids shall be submitted to a minimum of three (3) vendors;
    - b. No less than three (3) written bids are received from responsible bidders; and
    - c. All remaining provisions of this Chapter are complied with.

**Section 4 of this Ordinance.** Section 140.150 of the Municipal Code of the City of Lake Ozark, Missouri is amended to read as follows:

#### Section 140.150 **Emergency Purchases.**

In case of apparent emergency which requires immediate purchase of supplies or contractual services, any two (2) of the Mayor, Mayor Pro Tem or purchasing agent may authorize the purchase at the lowest obtainable price, any supplies or contractual services ~~regardless of the amount of the expenditure not to exceed twenty thousand dollars (\$20,000.00)~~. A full explanation of the circumstances of an emergency purchase shall be recorded in the journal of the Board of Aldermen. **The Mayor or, in the Mayor's absence, the Mayor Pro Tem, may call a special meeting of the Board of Aldermen to acquire the immediate purchase of supplies or contractual services as outlined hereinabove.**

**Section 5 of this Ordinance.** This Ordinance shall take effect and be in full force from and after January 1, 2024.

First Reading: November 14, 2023

Second Reading: November 28, 2023

**DULY READ AND APPROVED THIS 28th DAY OF NOVEMBER 2023.**

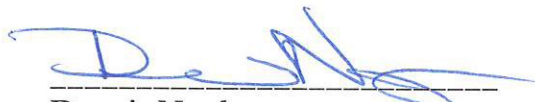
Alderman Jackson	Aye
Alderman Watts	Aye
Alderman Thompson	Aye
Alderman Neels	Aye
Alderman Ridgely	Aye
Alderman Denny	Aye Absent <i>KVD</i>


APPROVE:

ATTEST:

MAYOR:

CITY CLERK

  
Dennis Newberry

  
Kathy Vance



