

ORDINANCE NO. 22-08-001

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CAMPBELL TEXAS TO ESTABLISH A PURCHASING POLICY FOR MAYOR, CITY COUNCIL AND EMPLOYEES OF THE CITY OF CAMPBELL, TEXAS, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Campbell, Texas has determined the need to establish a revised expenditure ordinance; and

**WHEREAS**, the City Council of the City of Campbell, Texas has determined that the establishment of this ordinance is in the best interest of the City.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CAMPBELL, TEXAS:**

**SECTION 1.** Employees shall authorize purchase orders for essential items for the operation of the City not to exceed \$350.00. Purchase orders exceeding \$2,000.00 will require the signature authority of the Mayor. Purchases above \$2,000.00 will require Council approval except item(s) required to prevent interruption of operations. No items will be purchased from employees, Council Members or Mayor without prior Council approval. Multiple purchase orders may not be issued by an employee, Mayor or Council Member in order to stay within approval limits. The availability of funds and the budget shall be taken into consideration prior to any expenditure. Purchase orders will not be required for federal, state, county or local required fees, testing, utility billing, Council approved purchases or items required for compliance with any government regulations. Purchase Orders and invoices shall be reviewed by Council at a scheduled meeting for payment authorization. Disbursement of funds will require Council approval with the allowance of payment of a bill that would incur a late penalty if not paid prior to Council meeting.

**SECTION 2.** All Ordinances or parts of Ordinances in conflict herewith are repealed to the extent of conflict only with the exception of Ordinance 13-06-005.

**SECTION 3.** That if any section, provision, subsection, paragraph, sentence, clause, phrase, or word in this Ordinance or application thereof to any person or circumstance is held invalid by any court of competent jurisdiction, such holdings shall not affect the validity of the remaining portions of this Ordinance, and the City Council of the City of Campbell, Texas hereby declares it would have enacted such remaining portions, despite such invalidity.

**SECTION 4.** This Ordinance shall be in full force and effect immediately upon its passage and approval.

**PASSED AND APPROVED**, this the 15<sup>th</sup> day of August, 2022.

**ATTEST:**

*Terry Trapp*

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Mayor

*Trisha Lowery*

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City Secretary