



City of Broken Arrow

Request for Action

File #: 19-1054, **Version:** 1

Broken Arrow City Council
Meeting of: 08-20-2019

Title:

Consideration, discussion, and possible preview of an ordinance amending Chapter 2, Article X, Section, 2-187, Purchase order system, Section 2-188, Invoice System, of the Broken Arrow Code pertaining to Invoice system; repealing all ordinances to the contrary; and declaring an emergency

Background:

Chapter 2, Article X, Section, 2-187 governs the process of the City's purchase order system and Section 2-188 governs the City's invoice system. Both Sections currently prohibits the finance department from making any payment without first being submitted to City Council for approval on the claims lists. City Council meetings are scheduled twice a month. If a Council meeting is rescheduled or cancelled then the finance department is unable to process payments timely. This amendment will permit the Finance Department to make payments through the invoice and purchase order system after the Council approves the claims list or by ratification.

Cost: \$0

Funding Source: No Source

Requested By: Cynthia Arnold, Finance Director

Approved By: City Manager's Office

Attachments: Preview Ordinance

Recommendation:

Preview the Ordinance and set for adoption.