

ORDINANCE NO. _____

An Ordinance revising Title 5, Chapter 6, regarding municipal purchasing procedures.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CROSSVILLE, TENNESSEE AS FOLLOWS:

SECTION I. That Title 5, Chapter 6, Section 4, Subsection (A) of the Crossville Municipal Code be amended to read:

5-604. Purchases Exceeding One Thousand Dollars (\$1,000).

(A) Purchase requisitions. All purchases exceeding one thousand dollars (\$1,000) must be initiated through the preparation and submittal of a purchase requisition to the finance department. The purchase requisition serves to inform the finance department of the needs of the using department and to correctly define the material or service requested.

SECTION II. That Title 5, Chapter 6, Section 5, Subsection (A) of the Crossville Municipal Code be amended to read:

5-605. Purchases of One Thousand Dollars (\$1,000) or less.

Purchases of one thousand dollars (\$1,000) or less can be made without the use of a purchase requisition; however, a purchase order issued through the finance department is required.

SECTION III. That this ordinance shall take effect from and after its final passage, the public welfare requiring it.

Mayor

Councilmember

Councilmember

Councilmember

Councilmember

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney

Passed 1st Reading: _____
Passed 2nd Reading: _____
Passed 3rd Reading: _____