

From: Jacob Patterson <jacob.patterson.esq@gmail.com>
Sent: Thursday, February 20, 2025 5:45 PM
To: Whippy, Isaac; City Clerk
Subject: Public Comment 2/24/25 CC Mtg., Item No. 8C, CM Purchasing Authority

City Council & Staff,

IMO, there appears to be a small error/omission in the agenda materials. Namely, new Chapter 3.22.040, subd. E., should read "\$45,000" rather than the current "\$25,000". I believe this was inadvertently omitted from the proposed ordinance.

Separately, I think we should be setting the CM's purchasing authority threshold at a minimum of \$50,000 rather than \$45,000, ideally setting it at \$75,000 in line with other cities like Arcata. The control on CM authority more appropriately exists through the budget process so a CM could only enter into a contract or purchase up to whatever unspent budgeted amount is in the relevant budget cost center/account. For example, a CM could only enter into a contract for \$30,000, not the full possible \$75,000, if there was only \$30,000 remaining in the relevant cost centers/accounts. In order to approve a contract up to \$75,000, the CM would need to seek Council approval for a budget amendment adding an additional \$45,000. Why make the Council approve this change through the budgeting process as well as the purchasing authority threshold? One of these tools/checks works just as well as two.

I also recommend amending current Chapter 3.20.040, subd. B., to replace "Administrative Services Director and/or the Finance Director" with "subordinate staff". Right now the CM can only delegate his authority to two department heads, neither of which is actually filled so he can't delegate to anyone. This isn't in line with our recent past practice of delegating contract-based purchasing authority to whichever staff person is assigned to that particular project and is contractually identified as the City's project or contract manager. To simplify things and for alignment with actual practices, I recommend making this slight additional amendment to the ordinance prior to your approval thereof "as amended".

Regards,

--Jacob