

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION**

Date: 06/27/2013

SUBJECT: Annual Authorization to Purchase Supplies and Services from Council

SUBMITTING DEPARTMENT: Management Services

PREPARED BY: David Shaul, Buyer for William E. Kauppi, Management Services Director

AGENDA LOCATION: Comments/Communications , Consent , Work/Study ,
New Business , Public Hearing , Second Reading

ATTACHMENTS: Resolution No. 1839

SUMMARY BACKGROUND: A resolution is passed each fiscal year for the purpose of avoiding any conflict of interest in case of minor purchases of supplies, materials, equipment and services from the Mayor or members of the Common Council, in accordance with ARS §38-503(C)(2). Such purchases are rare, but have occurred historically from time to time. The duration of Resolution No. 1839 is from July 1, 2013 through June 30, 2014.

OPTIONS ANALYSIS: The Town has the option of either continuing or not continuing this policy provided for under Arizona law. The amounts involved are small and the policy has only occasionally been applied over the years (e.g. for professional computer services by a Council person).

ACTION OPTION: Motion to authorize the Mayor (or in his absence the Vice-Mayor) to sign Resolution No. 1839. **VOTE.**

RECOMMENDATION: Staff recommends approval of Resolution No. 1839.

FISCAL ANALYSIS: Any single transaction cannot exceed \$300.00 and the cumulative amount cannot exceed \$1,000.00 per year per member of the Common Council.

REVIEWED BY:

Management Svcs Director _____

Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____