



"The Best Waterfront City in Which to Live, Work And Play."

CITY OF RIVIERA BEACH

TO: HON. MAYOR, CHAIRPERSON, AND CITY COUNCIL

FROM: ELIZABETH MCBRIDE, DEPUTY CITY MANAGER

THROUGH: JONATHAN EVANS, CITY MANAGER, MPA, MBA, ICMA-CM

SUBJECT: SECOND READING - ORDINANCE NO. 4186 & ORDINANCE NO. 4190

DATE: OCTOBER 20 , 2021

CC: GENERAL PUBLIC

Background:

The above-referenced ordinances were approved by the City Council on first reading at the October 6 City Council Meeting. The ordinances are before the City Council now for second/final reading and adoption. Currently, the City Manager is authorized to sign and enter contracts/agreement of up to \$25,000. *See* Sec. 2.177(9) and Sec. 16.5-61 of Code of Ordinances. The threshold amount for procurement of \$25,000.00 was adopted by the City Council in 2012. *See* Ordinance No. 4010.

However, it appears that the \$25,000 limit, approved in 2012, is no longer in line with best practices and the current cost for goods and services which have increased during that time. The table below describes the current City Manager or City Administrator authority for cities in Palm Beach County.

CITY	CITY MANAGER'S SIGNING AUTHORITY
Lake Worth	\$50,000
Palm Beach Gardens	\$50,000
Delray Beach	\$65,000
North Palm Beach	\$25,000
Wellington	\$24,999
Boca Raton	\$100,000 (goods & services); \$150,000 (construction)
Boynton Beach	\$34,999
Royal Palm Beach	\$20,000-\$50,000 and Over \$50,000
Jupiter	\$10,000 – 50,000
West Palm Beach	(Mayor): \$50,000 (goods); \$100,000 (construction)
AVG	\$49,998

A review of purchase orders for FY 2012 and FY 2021 were conducted by Finance. Based upon the review, the following should be noted:

	Purchase Orders	Amount of Purchase Orders
FY 2012	2,461	\$20,160,316
FY 2021	4,738	\$51,791,800
% Increase from FY 2012 to 2021	Approx.100%	Greater than 150%

Proposed Ordinance No. 4186 and Ordinance No. 4190, if adopted, would increase the City Manager's authority to sign and enter contracts or agreements in the amount not to exceed \$50,000.00. The spending authority is reflected by the creation of subparagraph 10, in Sec. 2-176 (Powers and Duties of City Manager), in proposed Ordinance No. 4186, and by amendment of Sec. 16.5-61 (Competitive Sealed Bidding) of the Procurement Code, in proposed Ordinance No. 4190.

The increase will reduce the level of administrative effort and help staff provide service in a timely manner consistent with Vision 2030 and the goals to be reached with *Reimagine Riviera Beach*.

Additionally, Ordinance No. 4186 provides for the deletion of Sec. 2-177 which grants the authority to expend \$7500.00 in cases of public emergency as disasters, etc. This provision was codified in 1957 and has not been amended. However, the Procurement Code provides for the City Manager's emergency management powers in Sec. 16.5-66 (Emergency procurements), without imposing the above spending limitation. The procurement emergency provisions were adopted in 2012, repealing Sec. 2-177. So, this section is being deleted.

City Goals:

The City-wide goal is to achieve a sustainable economy.

Fiscal/Budget Impact: This action has no financial impact as budgets are approved separately.

Recommendation(s):

1. Approval of Ordinance No. 4186 and Ordinance No. 4190 upon second reading.

Attachment:

- Ordinance No. 4186
- Ordinance No. 4190