



# REQUEST FOR ECONOMIC DEVELOPMENT AUTHORITY ACTION

Date: 11/08/2021  
Item No.: 5.b

Department Approval

*Janice Gundlach*

Executive Director Approval

*Paul Trueman*

Item Description: Consider a Resolution amending purchasing amounts to align with the City's Purchasing Policy

1 **BACKGROUND**

2 City Code Section 103.05 outlines the City Manager's authority to approve purchases and contracts  
3 of \$5,000 or less. On January 9, 2017, the REDA adopted a resolution establishing these same  
4 maximums for the Executive Director on behalf of the REDA. On October 25, 2021, the City Council  
5 approved an updated Purchasing Policy that increases this maximum to \$10,000. Given the updated  
6 Purchasing Policy, and to remain consistent in aligning the City's Policy with the Roseville Economic  
7 Development Authority's (REDA) policy, staff is recommending providing the same purchasing and  
8 contract authority to the REDA's Executive Director. In order to do this, a resolution must be adopted  
9 (Attachment A). The original resolution authorizing purchasing limits is provided as Attachment B.

10 **POLICY OBJECTIVE**

11 Ensure the REDA's financial authority is consistent with City policy.

12 **BUDGET IMPLICATIONS**

13 Not applicable.

14 **STAFF RECOMMENDATION**

15 Adopt a resolution authorizing purchasing and contracts up to \$10,000 for the Executive Director.

16 **REQUESTED EDA ACTION**

17 By motion, adopt a resolution authorizing purchasing and contracts up to \$10,000 for the Executive  
18 Director.

Prepared by: Jeanne Kelsey, Housing and Economic Development Program Manager, 651-792-7086  
Attachment A: Resolution authorizing the Executive Director to Execute Certain Documents  
B: Resolution No.5 adopted on January 9, 2017