



Chatham County, NC

Legislation Text

File #: 23-5044, **Version:** 1

Vote on a Request to Approve the new Internal Purchasing Guidelines: Food Purchases.

Introduction & Background: In our continuing effort to be good stewards of County funds, we continually evaluate our expenses. The provided guidelines in the attached policy attempt to clarify which internal departmental purchases are considered appropriate and which are not with attention to cost effectiveness.

Discussion & Analysis: When meetings of an administrative nature are held by County Boards, Committees, or Departments that directly relate to County business, the cost of meals or light refreshments may be paid from budgeted funds with approval from a department head or their designee.

How does this relate to the Comprehensive Plan: N/A

Budgetary Impact: Budgeted amounts to cover purchases noted in the new Internal Purchasing Guidelines will be discussed during the individual departmental budget meetings.

Recommendation/Motion: Approve the new Internal Purchasing Guidelines: Food Purchases.