

**OFFICE OF THE CITY MANAGER
LITTLE ROCK, ARKANSAS**

**BOARD OF DIRECTORS COMMUNICATION
SEPTEMBER 16, 2025 AGENDA**

Subject: Amendment of Little Rock, Ark., Rev. Code § 2-242(e)(1) to remove the requirement for professional service contracts of \$5,000 or less to be reviewed by the Board of Directors Submitted By: Office of the City Attorney	Action Required: ✓ Ordinance Resolution	Approved By: Delphone Hubbard City Manager
SYNOPSIS	An ordinance to amend the Little Rock City Code, Rev. (1988) (“LRC”) § 2-242(e)(1) to remove the requirement for professional service contracts of \$5,000 or less to be reviewed by the City’s Board of Directors (“Board”).	
FISCAL IMPACT	None	
RECOMMENDATION	Approval of the Ordinance.	
BACKGROUND	<p>LRC § 2-242(e)(1) requires the City Manager to provide the Mayor and members of the Board a list of the professional services contracts that are anticipated to be under \$50,000.00 each week. This applies to all such contracts, even those which are small or “no cost” contracts. LRC § 2-243(i) waives the requirement for a review committee for contracts of \$5,000 and less and allows a department director to send them directly to the City Manager for review and approval or disapproval.</p> <p>Removing the requirement for Board approval for small professional services will streamline the contracts process and make the City’s contracting procedures more efficient.</p>	