

STAFF MEMORANDUM

TO: Board of Mayor and Aldermen

FROM: Rebecca Holden, Finance Director

DATE: July 6, 2026

SUBJECT: RESOLUTION 26-197 | A Resolution Authorizing the City of Spring Hill to Join the BuyBoard Purchasing Cooperative

RECOMMENDATION: Staff recommends approval of Resolution 26-197, authorizing the City of Spring Hill to join the BuyBoard Purchasing Cooperative and authorizing the Purchasing Agent to execute the participation agreement and any related documents necessary to complete the City's membership.

BACKGROUND: BuyBoard is a purchasing cooperative that provides public entities access to cooperative purchasing contracts for goods and services. Membership will provide the City with an additional purchasing option when cooperative purchasing is appropriate and in the City's best interest.

Participation in BuyBoard requires execution of a participation agreement. Approval of this resolution will authorize the City to complete membership and use BuyBoard as an available purchasing cooperative, subject to applicable law and the City's purchasing policies.

FINANCIAL IMPACT: There is no cost for the City to join BuyBoard. Any future purchases made through BuyBoard will be processed in accordance with the City's purchasing policy and will be charged to the appropriate departmental budget.

SUPPORTING DOCUMENTATION: Participation Agreement



City of Spring Hill | Finance

199 Town Center Parkway
Spring Hill, Tennessee 37174
rholden@springhilltn.org
931-486-2252