



**CITY COMMISSION
STAFF REPORT**

DEPARTMENT: Administration

SUBJECT: Motion to Approve the purchase of City Vehicles

CITY MANAGER RECOMMENDATION:

The City Manager recommends Commission approval for the purchase of new City Vehicles and establish a not to exceed amount on the purchase of each new vehicles from a local dealership

BACKGROUND OF ITEM:

The City's Fleet Division in conjunction with City Department heads are responsible for making recommendations for vehicle replacements as well as new departmental needs. Replacement criteria is based on replacement due to age, mileage and/or condition.

Parks and Recreation Department has identified the need of replacing a 2005 Ford F-150 extended Cab with over 76,000 miles due to high mileage and year of current vehicle. With the enhancement of City events and departmental needs they have identified a need for an additional new fleet vehicle.

Community Development Department has identified the need of replacing (1) 2008 Ford Escape with over 79,000 miles due to high mileage and year of vehicle. The position of Emergency management requires a vehicle that can be used during critical times to perform documented required inspections as well as report to EOC operations.

Public Works department has identified (1) 2008 F-150 Super cab with 57,000 miles due to mileage and year of current vehicle for replacement.

Administration has identified the need to purchase of (1) one new vehicle for the use of the City Manager and administrative needs. The contract for the new City Manager requires the City to provide a vehicle in lieu of a vehicle stipend benefit.

ANALYSIS:

With the ongoing vehicle shortages due to the pandemic, the Commission at the 11/15/2022 meeting approved the City to seek local dealerships for available vehicles that were on-site and available for fleet purchases without having to bring the vehicles back to Commission for approval. Staff diligently has searched and has found it difficult to find vehicles that were available even at local dealerships and as they become available staff has to move quickly to secure them. During the summer months is when most cities begin placing order for fleet vehicles for the following budget cycle and postponing further would now place us in a position to compete with other municipalities and their orders.

FISCAL IMPACT:

The City Commission approved and funded Community Development Department to purchase (2) vehicles in the current fiscal year of which (1) vehicle was already purchased. The Commission also approved the purchase of (1) replacement vehicle in Park and Recreation during this fiscal year. ARPA funds are available for expenditures in FY 2023. Staff is seeking approval to establish a not to exceed amount for each of these vehicles to purchase.

<u>General Ledger Acct. Number</u>	<u>Budgeted Amount</u>	<u>Requested Amount</u>	<u>Remaining Amount</u>
TBD	TBD	TBD	TBD

ATTACHMENTS: