



# City of Eustis

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TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: February 1, 2024

RE: Resolution Number 24-14: Purchase in Excess of \$50,000 for 2 vehicles – Building

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### **Introduction:**

Resolution Number 24-14 authorizes a purchase in excess of \$50,000 for two vehicles as budgeted for with Resolution 24-04 for use by the Building Official and Deputy Building Official while performing inspection responsibilities.

### **Background:**

Resolution 24-04, approved by the City Commission on January 18, 2024, authorizes a budget transfer for operation expenses of the City of Eustis Building Department related to the hiring of a Building Official and Deputy Building Official.

Included in the budget transfer are funds for the purchase of two vehicles for use by the Building Official and Deputy Building Official while performing their inspection responsibilities related to building permits issued by the Building Department.

On January 23, 2024, the City of Eustis Purchasing Manager provided a non-binding Letter of Intent to Alan Jay Fleet Sales for the purchase of 2 vehicles in the amount of \$56,448.00.

The City Purchasing Ordinance requires that the Commission approve any purchase that exceeds \$50,000.

### **Recommended Action:**

Staff recommends approval of Resolution Number 24-14

### **Policy Implications:**

n/a

### **Alternatives:**

1. Approve Resolution Number 24-14
2. Deny Resolution Number 24-14

### **Discussion of Alternatives:**

1. Alternative 1 approves the Resolution.

#### **Advantages:**

- The City staff will have safe, reliable equipment to use while performing building inspection responsibilities.

Disadvantages:

- Fiscal impact of the purchase.

2. Alternative 2 denies the Resolution.

Advantages:

- The City would not expend \$56,488.00.

Disadvantages:

- City Staff will be required to use their personal vehicles while performing building permit related inspections.

**Budget/Staff Impact:**

The funds for the proposed purchase have been included in the budget transfer approved by Resolution 24-04, Account #020-1520-524-60-64. Staff is requesting authorization to make the purchase match the purchasing price.

**Prepared By:**

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**Reviewed By:**

Mike Lane, Director of Development Services