



MEMO

DEPARTMENT OF PUBLIC WORKS

To: Board of Public Works
From: Jake Van Gompel, Street Superintendent
Date: August 3, 2026
Re: Agenda Item 2b, Authorization to seek bids for the purchase of a new UTV.

Background information:

Through discussions and implementation of the 2026 People and Operation Plan the Street Department added a staff member. In the proposal transportation for the extra staff member was discussed and budgeted for. The summer season continues to be most challenging time to provide proper transportation for staff as the department hires ten seasonal staff members. Most of the workload tasked to seasonal staff is within the parks. This work includes weed picking, spraying, and trimming, and grounds maintenance. The addition of a UTV was determined to be the most cost-effective route to provide additional staff transportation and minimize turf disturbance within our parks.

Strategic Plan:

Within the foundation of the strategic plan, innovation has been an effort we strive for within the Street Department. This vehicle will improve and expand our services with being able to provide additional transportation for staff.

Budget:

The city has budgeted and borrowed \$35,000 for this addition in 2026 Capital Borrowing.

Recommended action:

Authorize the Street Superintendent to seek bids for the purchase of a new UTV.

