
AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Elizabeth Sanford, Finance Director
DATE: October 14, 2022
SUBJECT: Equipment Replacement Requests

Attached are the equipment replacement requests submitted by Department Heads. The total cost of the requested items for the Equipment Reserve Fund is \$110,000. The City Administrator recommends purchasing the following items:

- ½ ton or 1500 4WD Pickup (Admin) \$45,000
- Medium Sized Tractor – (Parks/PW) \$65,000

TOTAL \$110,000

Staff is recommending purchasing equipment outright rather than utilizing a lease purchase agreement. We expect the Equipment Replacement Fund to have a balance of approximately \$164,783 on January 1, 2023.

Action:

Staff recommends that the City Council authorize the purchase of up to \$110,000 of replacement equipment from the Equipment Reserve Fund.

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Equipment Replacement Request

Department: Administration/City Clerk

Requested Item: ½ ton or 1500 4X4 Pick-up Truck

Item being replaced: 2007 Ford E-350 15 Passenger Van (ID #VEHIC-011VAN1)

Justification for replacement: The current vehicle that is in use for maintenance support is a 2007 Ford E-350 15 passenger van that was passed down from Police Department fleet in 2016. The van is a very large and awkward vehicle for many of the department uses. It is very inefficient and difficult for some employees to drive. The van does not support the needs of a maintenance vehicle and limits the ability to haul materials or very large items. Due to the city information sign being changed to a new LED sign, we no longer have the need for a covered vehicle to carry all the letters and other signage equipment. A pick-up would be more conducive for hauling items that you wouldn't want to put inside a vehicle, and provide the ability to act as a multi-use support vehicle. The van has always had electrical system problems that come and go, causing starting issues that have required it to be towed. This year a 4th battery was replaced along with an alternator. Currently, the van would not be recommended for out-of-town travel due to reliability coupled with the handling quirks with steering and suspension. There is not currently a need for a 15-passenger style vehicle in the city's fleet

Replacement Cost: Not to exceed \$45,000.00



Equipment Replacement Request

Department: Parks & Recreation and Public Works/Streets

Requested Item: Medium Sized Tractor

Item being replaced: Kubota 3710 Tractor

Justification for replacement: The Kubota has not been fully operational for over two years. There have been multiple attempts to repair the equipment from the factory dealerships, but the attempts were unsuccessful. The P&R and PW departments jointly operate this equipment. P&R performs a significant portion of the seasonal spring and fall turf maintenance with this machine including seeding, aeration and top-dressing operations. During the summer, Streets use this machine to augment their ditch mowing (along with John Deere). The machine also gets used for rototilling when necessary for both departments.

Replacement Cost: \$65,000 and we will surplus the old Kubota

