



IN THE MIDST OF THE TEXAS HILL COUNTRY

City Vehicle

Background:

The City of Woodcreek purchased a 2016 Kawasaki Mule in April of 2018 for \$7000 and added equipment at a cost of \$790 (windshield, LED lights and side mirrors). Since the purchase of the Mule, it has been used in various capacities including, but not limited to, pothole patching, greenspace maintenance, relocating radar signs, complaint investigation, painting street markings, and sign maintenance. The Mule has not been available to access all areas of the City and the Extra-Territorial Jurisdiction because the unit cannot be driven on or across a State Highway. In addition, it is not available for other city purposes including addressing the safety and health of our citizens, errands in Wimberley or surrounding communities. During the last emergency, the City did not have access to any vehicles to pick-up water when located.

When the City was informed by the Precinct 3 Constable, that he was of the opinion an officer would be better suited to work directly for the City in law and code enforcement and depending on how the City implements, it could be more cost effective for the City than the contract with the Constable's Office. The Constable's Office recommended the City provide better identification of employees and have a marked unit for greater visibility for City purposes, rather than have City Staff (City Secretary and Administrative Assistant/Municipal Court Clerk) drive their personal vehicles.

In addition, when City Staff use their personal vehicles for city purposes, the personal vehicles are not covered under the current city insurance policy. This creates a personal liability for the City Staff.

Analysis:

A street legal vehicle would remove the necessity of using staff's personal vehicles for City business and would ensure a vehicle is available for city use. The City does not have available a vehicle that can be used to transport barricades and other materials. The dump bed on the mule is 3.4 feet X 2.95 feet. This amount of area works well for pothole patching, but does not work for the carrying of ladders, street signs, sign poles, brush, Christmas decorations, or barricades. The Mule is utilized for complaint investigation on properties located throughout the City with the exception of Tulley Court and the Extra-Territorial Jurisdiction. Since the Mule is an ATV, there is not a location to store or secure equipment. However, a street legal vehicle could be utilized as a mobile office, with areas to secure equipment during complaint investigations. The ability to have equipment (laptop) on board would reduce the time required for research and data entries by various employees.

Overall, a street legal vehicle increases the City's ability to provide public safety services and monitor Code of Ordinances compliance.

Procurement:

- A. Projected Vehicle Cost
 - i. Vehicle – Purchase Through State Contract
 - 1. Base Bid - \$25,121.00
 - 2. Options plus delivery - \$4023.75
 - a. Total - \$29,144.75
 - ii. Used Vehicle – Search on TrueCar on 5/5/2021
 - 1. Year: 2014-2019
 - 2. Body Style: Truck
 - 3. Mileage: Under 100,000 miles
 - 4. Price: \$30,000 Or Less
 - 5. Average Results:
 - a. Mileage: 57,312 miles
 - b. Price: \$29,237
- B. Insurance – \$450/yr for City Vehicle
 - 1. Current Insurance Policy does not cover personal use of a vehicle for city purposes
- C. Fuel – \$2000/yr ±
- D. Maintenance
 - i. New Vehicle– Under Warranty - \$500 (oil changes, air filter, etc)
 - ii. Used Vehicle – No Warranty - \$1,000 ±

Purchase Options:

- A. Out-Right Purchase
 - a. Fund out of Contingency Reserve
- B. Finance Option
 - a. 4 Annual Payments of \$8,281.29
 - i. Fixed Rate of 3.44%
 - ii. First Payment Due one year from signing (2021-2022 Budget)
 - b. 5 Annual Payments of \$6,735.89
 - i. Fixed Rate of 3.112%
 - ii. First Payment Due one year from signing (2021-2022 Budget)

Recommendation:

Purchase of a City Vehicle through the State Purchasing Contract, not to exceed \$30,000 and finance the purchase through Government Capital Corporation using the finance option of 4 annual payment of \$8,281.29 at a fixed rate of 3.44%.