



## **AGENDA MEMORANDUM**

First Reading Ordinance for the City Council Meeting of July 25, 2017  
Second Reading Ordinance for the City Council Meeting of August 8, 2017

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**DATE:** July 25, 2017

**TO:** Margie C. Rose, City Manager

**FROM:** Jim Davis, Director of Fleet Maintenance  
[jjmd@cctexas.com](mailto:jjmd@cctexas.com)  
(361) 826-1909

Jay Ellington, Director of Parks and Recreation  
[JayEll@cctexas.com](mailto:JayEll@cctexas.com)  
(361) 826-3042

Kim Baker, Assistant Director of Financial Services-Purchasing Division  
[KimB2@cctexas.com](mailto:KimB2@cctexas.com)  
(361) 826-3169

<b>Purchase of Three 2017 Ford F-250 CNG Trucks for Park and Recreation</b>
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### **CAPTION:**

Ordinance appropriating \$153,814.00 from the reserved future replacement account into the capital outlay expenditure account in Maintenance Services Fund No. 5110 for the purchase of three 2017 Ford F-250 CNG trucks; amending the FY2016-17 operating budget adopted by Ordinance No. 030965 by increasing expenditures by \$153,814.00; authorizing the City Manager or designee to execute all necessary documents to purchase a total of three 2017 Ford F-250 CNG trucks for \$153,814.00 from Rush Truck Center, of New Braunfels, through a Local Government Purchasing Cooperative dba Buyboard, for use by the Parks and Recreation Department for park operations.

### **PURPOSE:**

This item is to approve the purchase of three 2017 Ford F-250 CNG trucks to be used by park operations staff.

### **BACKGROUND AND FINDINGS:**

The three vehicles will be utilized by Park Operations staff for daily operations. The three trucks are replacements units for vehicles currently used by the construction and irrigation crews. An F-250 is required to equip a service body. In turn, the department requires the service bodies on their vehicles to hold bins used to keep tools and materials secured,

which are necessary to make quick repairs to irrigation systems and park structures. The ¾ ton vehicles are also used to haul equipment and materials to the work sites.

The vehicles being replaced are unit # 2824 a 1999 Ford F-250 with 276,198 miles; unit # 2810 a 2001 Ford F-250 with 241,729 miles; and, unit # 7826 a 1995 Ford F-250 with 206,007 miles. The three vehicles mentioned above have reached the end of their service life and will be retired upon delivery of the new vehicles.

**ALTERNATIVES:**

No alternatives

**OTHER CONSIDERATIONS:**

Not applicable

**CONFORMITY TO CITY POLICY:**

This purchase conforms to the City's purchasing policies and procedures and State statutes regulating procurement.

**EMERGENCY / NON-EMERGENCY:**

Non-emergency.

**DEPARTMENTAL CLEARANCES:**

Fleet Maintenance Services and Parks and Recreation

**FINANCIAL IMPACT:**

X Operating      ☐ Revenue      ☐ Capital      ☐ Not applicable

<b>Fiscal Year: 2016-2017</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget	\$3,620,556.09	\$0.00	\$3,650,556.09
Encumbered / Expended Amount	\$2,843,048.13		\$2,843,048.13
This item	\$153,814.00	\$0.00	\$153,814.00
BALANCE	\$623,693.96	\$0.00	\$623,693.96

Fund(s): Fleet Maintenance Services

**Comments:** None

**RECOMMENDATION:**

Staff recommends approval of the motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Ordinance  
Price Sheet