



## **AGENDA MEMORANDUM**

Future Item for the City Council Meeting of January 8, 2019  
Action Item for the City Council Meeting January 15, 2019

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**DATE:** January 8, 2019

**TO:** Keith Selman, Interim City Manager

**FROM:** Jim Davis, Director of Asset Management  
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<b>Kubota Utility Vehicles for Beach Operations</b>
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**CAPTION:**

Motion authorizing the purchase of four Kubota utility vehicles for Beach Operations from Kubota Tractor Corporation of Torrance, California via the BuyBoard cooperative for a total amount not to exceed \$62,357.96.

**PURPOSE:**

This item is to approve the purchase of four Kubota Utility Vehicles for Beach Operations.

**BACKGROUND AND FINDINGS:**

Parks and Recreation has budgeted two utility vehicles for replacement in the FY 2018-2019 in State Hot fund 1032-13842, and two utility vehicles are budgeted for replacement in the FY 2018-2019 in General Fund 1020-12940. The utility vehicles will be utilized by Beach Operations for daily operations by lifeguards on McGee beach including turtle patrol, beach cleanup on the gulf beaches and for beach permit sales.

Utilization of the BuyBoard cooperative provides competitive pricing for the City through competitive procurements that are in compliance with Texas local and state procurement requirements.

**ALTERNATIVES:**

Not applicable

**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:**

Parks and Recreation Department

**FINANCIAL IMPACT:**

☒ Operating      ☐ Revenue      ☐ Capital      ☐ Not applicable

<b>Fiscal Year: 2018-2019</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget	\$268,017.96	\$0.00	\$268,017.96
Encumbered / Expended Amount	\$133,017.96	\$0.00	\$133,017.96
This item	\$62,357.96	\$0.00	\$62,357.96
BALANCE	\$72,642.04	\$0.00	\$72,642.04

Fund(s): State HOT Beach Fund and General Fund

**Comments:****RECOMMENDATION:**

Staff recommends approval of the motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Price List