



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Suzanne Sherman, City Manager

THRU: Gabriel Bowden, Utilities Director

DATE: August 1, 2024

RE: Consideration of a fund appropriation for vehicle purchases (Utilities Department - \$24,070)

SUMMARY:

The Utilities Department budgeted in Fiscal Year 2024 for the purchase of two (2) vans for Utilities Electrical Technician I. The approved budgeted amount was \$50,000 per van. Due to inflation and the addition of specialty shelving, the price of the vans will exceed the budgeted amount. The cost of the vans, equipped with shelving, is estimated to be a total of \$62,035 each. This results in a shortage of \$12,035 per van.

The Utilities Department is requesting to allocate \$24,070 from Utilities Operating Fund Undesignated Fund Balance to fully fund the purchase.

REQUESTING DEPARTMENTS:

Utilities
Finance

FISCAL IMPACT:

Upon Council approval, staff will prepare a budget amendment in the amount of \$24,070 from Utilities Operating Fund Undesignated Fund Balance, account 421-0000-392-3006, to Utilities Operating Fund (Light Vehicles), account 421-8014-536-6403.

STAFF RECOMMENDATION:

Motion to approve appropriation of funds on the next scheduled budget amendment, amount \$24,070.

ATTACHMENT:

Honorable Mayor and Members of the City Council

Legislative Memorandum

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