



Legislation Text

File #: 19-842, **Version:** 1

TO: Mayor and Members of City Council

THRU: Douglas J. Hewett, City Manager ICMA-CM

FROM: Kristoff Bauer, ICMA-CM, Deputy City Manager

DATE: May 28, 2019

RE:
Adoption of Budget Ordinance Amendment 2019-15 for the City's Fleet Maintenance Internal Service Fund

COUNCIL DISTRICT(S):
All

Relationship To Strategic Plan:

Goal 5: Sustainable Organizational Capacity

Executive Summary:

Budget Ordinance Amendment 2019-15 would appropriate an additional \$70,000 to support start-up costs for the City's Fleet Maintenance Internal Service Fund for the current fiscal year. The Fleet Maintenance Internal Service Fund is funded by cost allocations to the other operating funds. The additional funding is required for architectural services for the renovations of the leased facility at Pepsi Lane, along with other operating costs to prepare for the contracted maintenance service provider, Vector, to begin servicing the City fleet in July.

Background:

On November 26, 2018, City Council approved Budget Ordinance Amendment 2019-8 to appropriate \$300,000 for estimated start-up funding needs for fiscal year 2019 including lease payments, up-fit of the facility, furniture and equipment purchases, utility costs, and costs for a fleet manager for approximately four months.

At this time, additional funds are needed for architect services (\$31,000), additional utility costs, and funding for other unforeseen costs through the end of the fiscal year.

Issues/Analysis:

None.

Budget Impact:

The source of funding for the Fleet Maintenance Internal Service Fund is cost allocations to the other operating funds. Based upon a preliminary review of current fleet maintenance budget appropriations, it is expected that the current appropriations will be sufficient to accommodate these start up expenditures as well as the PWC fleet maintenance charges.

Options:

- Adopt Budget Ordinance Amendment 2019-15 as presented.
- Do not approve the budget ordinance amendment and provide additional guidance to staff.

Recommended Action:

Staff recommends that Council move to adopt Budget Ordinance Amendment 2019-15 as presented.

Attachments:

Budget Ordinance Amendment 2019-15