



## MEMORANDUM

**TO:** Mayor Prussing and Members of the City Council  
**FROM:** Ron Eldridge, Comptroller  
Bill Gray, Public Works Director  
Larry Fredrick, Fleet Manager  
**DATE:** November 21, 2007  
**RE:** Budget Amendment for Purchase of Certain City Vehicles

**Brief Description of Item.** The attached budget amendment ordinance authorizes the expenditure of costs for purchasing four vehicles in the current year (rather than the scheduled purchase next year) in order to improve the quality of the City's seasonal vehicle inventory. The vehicles being replaced will then be rotated to the seasonal inventory and replace four 2000 Ford sedans. The cost of moving up the replacement date by one year is a total \$14,638.

**Recommendation.** Approval of the attached ordinance.

**Background Information:** In addition to the regular inventory of vehicles owned and utilized by the City of Urbana staff, the City also maintains a fleet called "seasonal vehicles." These seasonal vehicles are different in that they are mostly utilized during the summer or construction season when the service activities and number of employees of the public works department increase. Over the past ten years, the City has increasingly relied on part-time summer or seasonal workers to accomplish these seasonal activities. With an increased number of workers, there has been an increased demand for vehicles for these workers to utilize.

The City has staffed the seasonal vehicle inventory with used vehicles the City owns that were replaced with new vehicles over the years. Following is a detailed list of the fleet of seasonal vehicles that would be utilized this coming season:

<u>Veh #</u>	<u>Description</u>	<u>Veh #</u>	<u>Description</u>
MP2	2000 Ford Crown Victoria	MP29	1994 Ford F250
MP3	2000 Ford Crown Victoria	MP30	1999 Chevy Ext. Cab PU
MP4	2000 Ford Crown Victoria	MP31	1993 Ford F250 PU
MP5	2000 Ford Crown Victoria	MP32	1992 Ford F150 PU
MP6	1997 Ford F250 Full Size PU	MP35	1998 Jeep Utility SUV
MP7	1993 C1500 Chevy Suburban	MP36	2004 Dodge Intrepid
	1999 Chevy Crew Cab 3500	CD4	1997 Ford Ranger
MP26	Truck	PW9	2000 GMC Sierra 2500
MP27	1996 Dodge Full Size PU	PW18	1999 Dodge 2500HD Truck
MP28	1996 Dodge Full Size PU		

Some of these vehicles have high mileage and some are showing the effects of winter weather on their bodies (i.e. corrosion damage). Some of these vehicles will need some rehabilitation done, and others are beyond that point. It has been an identified goal of the City to improve the quality of these vehicles for a long time, but budgetary constraints have curtailed this goal.

We have now reached a point where we believe we must replace the four 2000 Ford Crown Victoria sedans (formerly police squad cars). To accomplish this, we are recommending shortening the replacement schedule of four pickup trucks by one year. These trucks were scheduled to be replaced in FY08-09 and this budget amendment will allow them to be replaced this FY07-08.

The City has already saved most of the purchase price of these vehicles. For example, one of the pickup trucks will cost \$21,140 to purchase and was scheduled to last ten years. So each year, \$2,114 is set aside. Since we are shortening the purchase date by one year, we have already saved \$19,026 and the additional cost would be \$2,114. The budget amendment is for the total purchase price of the four vehicles (\$124,974) since these vehicles were not scheduled to be approved until next year's budget. The total additional cost of shortening the purchase of the four vehicles is \$14,638.

In addition to avoiding expensive rehabilitation costs, this action will also improve the service these vehicles provide during summer season, reduce operating costs and improve the appearance of the city vehicles. We believe this is a good initial response to this problem, but we will review the vehicles left in the seasonal fleet and attempt to replace others as need in the coming budget at a reasonable cost.

ORDINANCE NO. 2007-11-124

AN ORDINANCE  
REVISING THE ANNUAL BUDGET ORDINANCE  
(Purchase of Certain City Vehicles)

WHEREAS, the Annual Budget Ordinance of and for the City of Urbana, Champaign County, Illinois, for the fiscal year beginning July 1, 2007, and ending June 30, 2008, (the "Annual Budget Ordinance") has been duly adopted according to sections 8-2-9.1 et seq. of the Illinois Municipal Code (the "Municipal Code") and Division 2, entitled "Budget", of Article VI, entitled "Finances and Purchases", of Chapter 2, entitled "Administration", of the Code of Ordinances, City of Urbana, Illinois (the "City Code"); and

WHEREAS, the City Council of the said City of Urbana finds it necessary to revise said Annual Budget Ordinance by deleting, adding to, changing or creating sub-classes within object classes and object classes themselves; and

WHEREAS, funds are available to effectuate the purpose of such revision; and

WHEREAS, such revision is not one that may be made by the Budget Director under the authority so delegated to the Budget Director pursuant to section 8-2-9.6 of the Municipal Code and section 2-133 of the City Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That the Annual Budget be and the same is hereby revised to provide as follows:

FUND:	General Fund	
INCREASE EXPENSE:	Transfer to Vehicle & Eq. Replacement Fund	\$ 14,638
REDUCE:	Fund Balance	\$ 14,638

FUND:	Vehicle and Eq. Replacement Fund	
INCREASE REV.:	Transfer from Gen. Fund	\$ 14,638
ADD EXPENSE:	Purchase 4 Vehicles	\$124,974
REDUCE:	Fund Balance	\$110,336

Section 2. This Ordinance shall be effective immediately upon passage and approval and shall not be published.

Section 3. This Ordinance is hereby passed by the affirmative vote of two-thirds of the members of the corporate authorities then holding office, the "ayes" and "nays" being called at a regular meeting of said Council.

PASSED by the City Council this \_\_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_.

AYES:

NAYS:

ABSTAINED:

\_\_\_\_\_  
Phyllis D. Clark, City Clerk

APPROVED by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_.

\_\_\_\_\_  
Laurel L. Prussing, Mayor