



Shoreline City Hall
17500 Midvale Avenue North
Shoreline, Washington 98133
(206) 801-2230 FAX (206) 546-1524
Agenda Line (206) 801-2236

**SHORELINE CITY COUNCIL
SPECIAL MEETINGS NOTICE**

**Friday, August 1, 2014
9:00a.m. to 9:30 a.m.
Council Chambers**

As required by RCW 42.30, the Open Public Meetings Act, YOU ARE HEREBY NOTIFIED that the Shoreline City Council will hold a special meeting on Friday, August 1, 2014.

The meeting will begin at 9:00 a.m. and is scheduled to conclude at 9:30 a.m. It will be held in Council Chambers at Shoreline City Hall, located at 17500 Midvale Avenue N, Shoreline, WA 98133.

The purpose of this meeting is to Adopt Ord. No. 697 Amending the Budget to Increase the Appropriation in the Equipment Replacement Fund and Waiving Council Rule 3.5 and Authorizing the City Manager to Sign a Purchase Agreement for a Parks Bucket Truck and Chipper Box.

Dated this 31st Day of July, 2014.

Jessica Simulcik Smith
City Clerk



AGENDA

[CLICK HERE TO COMMENT ON AGENDA ITEMS](#)

STAFF PRESENTATIONS

PUBLIC COMMENT

SHORELINE CITY COUNCIL SPECIAL MEETING

Friday, August 1, 2014
9:00 a.m.

Council Chamber · Shoreline City Hall
17500 Midvale Avenue North

	<u>Page</u>	<u>Estimated Time</u>
1. CALL TO ORDER		9:00
2. FLAG SALUTE/ROLL CALL		
3. APPROVAL OF THE AGENDA		9:00
4. ACTION ITEMS		9:05
(a) Adoption of Ord. No. 697 Amending the Budget to Increase the Appropriation in the Equipment Replacement Fund and Waiving Council Rule 3.5 and Authorizing the City Manager to Sign a Purchase Agreement for a Parks Bucket Truck and Chipper Box	<u>4a-1</u>	
• Staff Presentation		
• Public Comment		
• Council Discussion and Action		
5. ADJOURNMENT		9:20

The Council meeting is wheelchair accessible. Any person requiring a disability accommodation should contact the City Clerk's Office at 801-2231 in advance for more information. For TTY service, call 546-0457. For up-to-date information on future agendas, call 801-2236 or see the web page at www.shorelinewa.gov. Council meetings are shown on Comcast Cable Services Channel 21 and Verizon Cable Services Channel 37 on Tuesdays at 12 noon and 8 p.m., and Wednesday through Sunday at 6 a.m., 12 noon and 8 p.m. Online Council meetings can also be viewed on the City's Web site at <http://shorelinewa.gov>.

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Motion to authorize the City Manager to Purchase a Bucket Truck and Chipper Box and Waiver of Council Rule 3.5 for Adoption of Ordinance No. 697 increasing Appropriations in the 2014 Budget for this Purpose
DEPARTMENT:	Administrative Services Department
PRESENTED BY:	Robert Hartwig – Administrative Services Director Cheryl Ooka, Central Services Manager
ACTION:	<input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

Staff is requesting City Council authorization to purchase a 2012 Freightliner Lift Bucket Truck and a new Chipper Box housing for fleet truck #145 for a total amount of \$142,000. Staff is also requesting City Council approval of proposed Ordinance No.697, increasing the 2014 Equipment Replacement Fund budget to accommodate these purchases since the total purchase price exceeds the original budget in this fund.

The City's existing bucket truck is a 1992 GMC Truck, #136, with an aerial bucket lift and built in chipper box. This 22-year-old truck is due for replacement in 2015. In order to keep the aerial lift safe and functional, the aerial cables must be replaced at an estimated cost of \$5,000. Instead of investing \$5,000 into our current truck, staff proposes to purchase a used 2012 truck with low mileage and new chipper box for the existing truck. The new vehicle has an expected useful life of 12 to 15 years.

RESOURCE/FINANCIAL IMPACT:

For the truck and chipper box, the total proposed purchase price is \$142,000. In comparison, a new 2014 truck and chipper box would cost approximately \$163,000. The City's purchasing policies require City Council authorization for equipment purchases in excess of \$100,000. Given that used trucks of this nature are unusual, this truck would be a sole source purchase. With the purchase however, the City can avoid \$5,000 in repairs and save \$21,000 compared with purchasing a new vehicle, for a total savings of \$26,000.

The City replaces large equipment through the Equipment Replacement Fund. Funds are available for this purchase from fund balance in this fund. Since this purchase would increase the authorized 2014 budget of the Equipment Replacement Fund, proposed Ordinance No. 697 amending the 2014 budget also needs to be approved.

Finally, the City will surplus the existing bucket truck #136. At the present time staff is looking at our options for surplusing this vehicle. Staff may return to the City Council at a future Council meeting for further action, if necessary.

RECOMMENDATION

Staff recommends that the City Council authorize the City Manager to purchase a 2012 bucket truck for \$130,000 as a sole source purchase from Iron Technics Enterprises and to have a chipper box manufactured for \$12,000. Staff also recommends that the City Council waive Council Rule 3.5 and adopt Ordinance No.697, increasing appropriations in the 2014 Budget for this purchase.

Approved By: City Manager ***DT*** City Attorney ***JA***

INTRODUCTION

The City's existing lift bucket truck is a 1992 GMC Truck with an aerial lift and includes a chipper box on the truck. The aerial lift bucket truck with chipper box is due for replacement in 2015, but it is currently in need of significant repair work. In order to keep the aerial lift safe and functional, the aerial cables must be replaced at an estimated cost of \$5,000.

In addition, the configuration of the existing truck and chipper presents safety concerns for Parks staff and the public. When trimming trees from the aerial lift and concurrently chipping, staff can only cut limbs at the front of the truck. Due to this configuration, Parks staff must drag the branches in the street to the chipper at the back of the truck, oftentimes alongside traffic lanes. The new truck will allow Parks staff to trim branches in any direction while the chipper/shredding operation can be located feet or even blocks away.

Also, once the chip box is full of wood chips, currently the trimming operation has to be stopped in order to have the chips to be driven to the dumping facility. Depending on the amount of tree trimming work, this time consuming process may need to be repeated multiple times during the day.

BACKGROUND

The lift bucket truck is critical to maintaining a healthy tree canopy and other maintenance work performed by Parks Operations. The truck is used to cut down and trim hazardous trees and branches in City parks and along the public right-of-way. It is also used to hang banners, inspect roofs and gutters, replace lights, and other elevated uses supporting City facilities.

The proposed lift bucket provides Parks crews with the ability to perform their work plan assignments and projects in a safer manner, especially when trees present hazards during storm and winter conditions. The aerial lift also allows crews to safely perform maintenance work along steep slopes.

The chipper provides the ability to chip wood from fallen trees and branches and provides wood chips for landscaping needs. However, the existing chipper box on the current truck is unsafe, cumbersome and inefficient to use. As described above, the existing truck and chipper set up presents challenges for Parks crews. The aerial lift and chipper box functions need to be separated into two separate trucks for safety and efficiency purposes.

Very recently, staff became aware of a lightly used 2012 Freightliner Lift Bucket Truck. This truck has 11,077 miles of use and is available for \$130,000. The Freightliner is equipped with a Cummins diesel engine, which is a very reliable model, and has a Gross Vehicle Weight Rating (GVWR) of 26,000 pounds. This means that truck operators would not need a commercial driver's license (CDL), allowing anyone with a valid driver's license to legally operate the vehicle. An independent inspection showed that this truck is in excellent condition. The new vehicle has an expected useful life of 12 to 15 years.

As this truck does not have a chipper box, a new chipper box must also be fabricated for existing vehicle #145. The estimated cost for this chipper box is \$12,000. This new configuration will allow Parks crews to perform their work in a safer and more cost efficient manner.

STAKEHOLDER OUTREACH

Administrative Services Department (ASD) staff solicited input from Parks Operations crews about the proposed lift bucket truck as they are the primary operators of the vehicle and equipment. ASD and Parks staff also conducted a field trip to Iron Technics Enterprises in Woodinville to review the 2012 Freightliner Lift Bucket Truck. In addition, Shoreline staff also requested Jack's Repair, the City's mobile mechanic, to inspect the truck and provide its professional assessment of the truck's condition, which was stated as excellent.

RESOURCE/FINANCIAL IMPACT

For the truck and chipper box, the total proposed purchase price is \$142,000. In comparison, a new 2014 truck and chipper box would cost approximately \$163,000. The City's purchasing policies require City Council authorization for equipment purchases in excess of \$100,000. Given that used trucks of this nature are unusual, this truck would be a sole source purchase. With the purchase however, the City can avoid \$5,000 in repairs and save \$21,000 compared with purchasing a new vehicle, for a total savings of \$26,000.

The City replaces large equipment through the Equipment Replacement Fund. Funds are available for this purchase from fund balance in this fund. Since this purchase would increase the authorized 2014 budget of the Equipment Replacement Fund, proposed Ordinance No. 697 amending the 2014 budget also needs to be approved.

Finally, the City will surplus the existing bucket truck #136. At the present time staff is looking at our options for surplus this vehicle. Staff may return to the City Council at a future Council meeting for further action, if necessary.

RECOMMENDATION

Staff recommends that the City Council authorize the City Manager to purchase a 2012 bucket truck for \$130,000 as a sole source purchase from Iron Technics Enterprises and to have a chipper box manufactured for \$12,000. Staff also recommends that the City Council waive Council Rule 3.5 and adopt Ordinance No.697, increasing appropriations in the 2014 Budget for this purchase.

ATTACHMENTS

Attachment A: Proposed Ordinance No. 697

ORDINANCE NO. 697

**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON,
INCREASING THE 2014 BUDGET APPROPRIATION IN THE
EQUIPMENT REPLACEMENT FUND, AND AMENDING ORDINANCE
NO. 691**

WHEREAS, the 2014 Budget was adopted by Ordinance No. 678 and amended by Ordinance No. 685 and Ordinance No. 691; and

WHEREAS, the City needs a lift bucket truck and chipper to replace existing equipment in need of extensive repairs; and

WHEREAS, the vehicle replacement schedule calls for replacing the existing truck and chipper in the 2015 Budget; and

WHEREAS, a 2012 Freightliner Lift Bucket Truck is currently available for \$130,000; and

WHEREAS, a new chipper and box are needed for this truck and can be purchased for \$12,000; and

WHEREAS, the availability of a used lift truck in excellent condition is unusual; and

WHEREAS, this purchase would result in a savings of \$21,000 compared with the price of new equipment; and

WHEREAS, the 2014 adopted budget does not contain an appropriation for the replacement of the existing equipment; and

WHEREAS, the City of Shoreline is required by RCW 35A.33.075 to include all revenues and expenditures for each fund in the adopted budget;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SHORELINE,
WASHINGTON DO ORDAIN AS FOLLOWS:**

Section 1. Amendment. The City hereby amends Section 2 of Ordinance No. 691, *Summary of Revenues and Expenditures*, by increasing the appropriation for the Equipment Replacement Fund by \$142,000 and by increasing the Total Funds appropriation to \$77,687,848 as follows:

	<u>Current Appropriation</u>	<u>Revised Appropriation</u>
General Fund	\$36,843,013	
Street Fund	1,999,037	
Code Abatement Fund	100,000	
State Drug Enforcement Forfeiture Fund	13,800	
Public Arts Fund	55,051	
Federal Drug Enforcement Forfeiture Fund	20,750	
Property Tax Equalization Fund	\$0	
Federal Criminal Forfeiture Fund	316,310	
Revenue Stabilization Fund	\$0	
Unltd Tax GO Bond 2006	1,709,050	
Limited Tax GO Bond 2009	1,662,567	
Limited Tax GO Bond 2013	260,823	
General Capital Fund	4,878,471	
City Facility-Major Maintenance Fund	90,000	
Roads Capital Fund	23,603,999	
Surface Water Capital Fund	5,602,951	
Vehicle Operations/Maintenance Fund	245,273	
Equipment Replacement Fund	427,253	269,253
Unemployment Fund	17,500	
Total Funds	\$77,545,848	\$77,687,848

Section 2. Effective Date. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. The ordinance shall take effect and be in full force five days after passage and publication.

PASSED BY THE CITY COUNCIL ON AUGUST 1, 2014

Mayor Shari Winstead

ATTEST:

APPROVED AS TO FORM:

Jessica Simulcik Smith
City Clerk

Julie Ainsworth-Taylor
Acting City Attorney

Publication Date:
Effective Date: