

## AGENDA REPORT

TO: Mayor Pat Humphrey and the Clare City Commission  
FROM: Ken Hibl, City Manager  
DATE: January 28, 2016  
RE: Approval to Submit USDA Grant Application – CFD Pick-Up Truck

For the Agenda of February 1, 2016

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**Background.** The local grant specialist for the United States Department of Agriculture (USDA) has informed the City that her agency currently has grant funds available for the purchase of small vehicle purchases on a first-come-first-served basis. The Clare Fire Department uses a 1998-vintage pick-up for its command vehicle. While the vehicle is in very good condition, it is not a crew-cab vehicle, thereby limiting its utility – and it is nearly 20 years old. Consequently, the City Staff recommends that the City submit a grant application to replace the vehicle. The City Commission is asked to approve the submittal of the application.

**Issues & Questions Specified.** Should the City Commission approve the submittal of a grant application to replace the 1998-vintage pick-up truck for the Clare Fire Department?

**Alternatives.**

1. Approve the submittal of the grant application.
2. Do not approve the submittal of the grant application.
3. Set aside the decision regarding this matter to a later date.

**Financial Impact:** The grant program is a 55/45 grant (45% being the City's local match requirement). Using the state buying program for a new pick-up truck, we estimate that the City's costs would be a maximum of \$20K for a crew-cab, 4-wheel drive vehicle. These costs would be borne by the Fire Fund; that Fund has a sufficient fund balance to cover these costs. However, submittal of the application does not obligate the City to the expenditure of any funds. If the grant is approved, the City has the prerogative to reject the grant.

**Recommendation.** I recommend that the City Commission approve the submittal of the grant application by adoption of Resolution 2016-016 (*copy att'd*).

**Attachment.** Resolution 2016-016.

**RESOLUTION 2016-016**

**A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING THE SUBMITTAL OF AN UNITED STATES DEPARTMENT OF AGRICULTURE APPLICATION FOR THE PURCHASE OF A NEW PICK-UP TRUCK FOR THE CLARE FIRE DEPARTMENT.**

**WHEREAS**, the local grant specialist for the United States Department of Agriculture has informed the City that there are presently grant funds available for the purchase of vehicles on a first-come-first-served basis for vehicles not exceeding a specific amount; and

**WHEREAS**, the Clare Fire Department currently has a 1998 pick-up truck that qualifies for this grant program; and

**WHEREAS**, the City Staff has recommended that the City Commission approve the submittal of a grant application to determine whether the request for USDA funding would be approved to replace said vehicle; and

**WHEREAS**, the City Commission has determined that said recommendation is prudent.

**NOW THEREFORE BE IT RESOLVED THAT**, the Clare City Commission hereby approves the submittal of a USDA grant for the purpose of replacing the Clare Fire Department's 1998-vintage pick-up truck.

**ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INSOFAR AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.**

**The Resolution was introduced by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_.. The Resolution declared adopted by the following roll call vote:**

**YEAS:**

**NAYS:**

**ABSENT:**

Resolution approved for adoption on this 1<sup>st</sup> day of February 2016.

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Diane Lyon, City Clerk