

AGENDA ITEM MEMO

BOARD MEETING DATE: July 7, 2022

TO: Board Members

THROUGH: Jeff Walker, Executive Administrator
Ashley Harden, General Counsel
Rebecca Trevino, Chief Financial Officer

FROM: Edna Jackson, Deputy Executive Administrator, Operations & Administration
Kelly Burton, Manager, Support Services

SUBJECT: Motor Vehicle Purchase and Replacement

ACTION REQUESTED

Consider authorizing delegation to the Executive Administrator the authority to purchase motor vehicles for the Texas Water Development Board (TWDB) fleet for a total amount not to exceed \$300,000 for Fiscal Year (FY) 2022-23.

BACKGROUND

House Bill 2 of the 87th Texas Legislature appropriated \$200,280 to the TWDB for FY 2022-23 for the purpose of purchasing motor vehicles. This appropriation, in combination with the agency's standard purchasing authority of \$100,000, allows the agency to set a not to exceed rate of \$300,000 for a total motor vehicle purchase for the biennium. TWDB's plan for the purchase and replacement of fleet vehicles will comply with the Comptroller of Public Account's Office of Vehicle Fleet Management guidelines. Purchase of vehicles will positively impact the safety of agency traveling staff and eliminate excessive maintenance or repair costs for certain vehicles.

KEY ISSUES

None.

RECOMMENDATION

The Executive Administrator recommends the Board authorize the EA to purchase motor vehicles for a total amount not to exceed \$300,000 for FY 2022-23.

Our Mission

Leading the state's efforts in ensuring a secure water future for Texas and its citizens

Board Members

Brooke T. Paup, Chairwoman | Kathleen Jackson, Board Member

Jeff Walker, Executive Administrator