



Agenda Briefing

Date of Meeting: May 4, 2021

Responsible Department: City Manager's Office

Presenter: Gayle Cook, City Manager and Mike Gibbs, Director of Finance

Briefing Prepared By: Gayle Cook, City Manager

Strategic Focus Area: Public Safety

General Information / Subject:

Item:

Discuss, consider and take all appropriate action on the addition of five (5) Tahoes to the Public Safety Vehicle and Equipment Replacement Fund (PS VERF).

(5) Tahoes \$70,124 (with all equipment)

Total of \$350,620.00 to be expensed from PS VERF. At the close of March 31, 2021, the fund had a surplus balance of \$891,827.

Executive Summary / Background:

In 2015, a special fund was set up and funded for the purpose of establishing a sustainable mechanism to properly allocate for the replacement of our Public Safety fleet. The Public Safety Department incorporates one of the city's largest department and requires a well maintained and current fleet to operate efficiently.

Since creation, the financial health of the fund has been monitored to establish that the criteria developed with the timely acquisition and disposal of each vehicle was maintained. In review of the fund, there has been a substantial surplus build over the past fiscals. As such, Finance and City Management has reviewed a number of scenarios to determine if adding vehicles with subsequent amortization commitments would be allowed. We are presenting this item on this meeting because we do see that these additions could be made and the fund kept healthy.

The Public Safety Department has for many years strived to allow for a local Take Home Vehicle Policy and Assigned Vehicle Program to properly established within their goals.

To fulfill this goals additional vehicles were needed given the size of the force. With the additional five (5) vehicles, this will successfully enable the department at their current size to assign vehicles to each officer.

All requests must be submitted to the City Secretary's Office no later than 12:00 p.m. on the Monday, one week prior to the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.

Funding / Fiscal Information:

Account Number: 81-810-6010

Amount Budgeted: New Vehicles Not Currently in Plan

Amount Requested / Required: \$350,620.00

Funding Source (if not budgeted):

The funding source for this initial expense would be from the Public Safety Vehicle and Equipment Replacement Fund balance with subsequent amortization payments accounted for from the Crime District Fund beginning in FY22.

Supporting Materials Attached:



Prior Action / Review by Council, Boards, Commissions:

Attached last amendment for the PS VERF Fund amending for the process of adding vehicles to the replacement fund.

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Staff Recommendation:

Staff is recommending the addition of five (5) vehicles to the replacement plan

**APPROVED BY:
(as appropriate)**



Preparer or Department Director

4/26/2021

Date

Building Official

Date

City Engineer/Asst. Dir. of PW

Date

City Secretary

Date

Community and Visitor Relations Director

Date

Director of Municipal Court

Date

Deputy City Manager

Date

EDC Director

Date

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Emergency Services Director

Michael [Signature]

Date

04 / 29 / 2021

Finance Director

Date

HR Director

Date

IT Director

Sean A Wright

Date

04 / 28 / 2021

Police Chief

Date

Public Works Director

Date

City Manager

Date

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