

**FIRCREST CITY COUNCIL
SPECIAL MEETING AGENDA**

**MONDAY, OCTOBER 16, 2023
6:00 P.M.**

**COUNCIL CHAMBERS
FIRCREST CITY HALL, 115 RAMSDELL STREET**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. AGENDA MODIFICATIONS**
- 5. [PRELIMINARY 2024 BUDGET – 2nd BUDGET WORK SESSION](#)**
- 6. ADJOURNMENT**

Join the Zoom:

Dial-in Information: 1-253-215-8782 Webinar ID: 846 0410 8850 Passcode: 094822



PRELIMINARY 2024 BUDGET

2ND BUDGET WORK SESSION

Monday, October 16, 2023

STREET FUND

STORM/STORM CAPITAL FUND

WATER/WATER CAPITAL FUND

SEWER/SEWER CAPITAL FUND

STREET FUND

GOALS

- Perform street patching as needed
- Continue crack-seal program
- Paint street, curb, and intersection markings throughout the City
- Grind and overlay project on Regents Blvd. from Alameda to 67th Ave W
- Construct sidewalks and retaining wall on Emerson from Woodside to 67th Ave W
- Design grind and overlay on South Orchard from Regents Blvd to Holly Drive
- Install lighted crosswalk at Contra Costa and Electron

TRANSFERS

- From General Fund for Street Beautification \$10,000
- From General Fund for Street (15% Property Tax) \$257,594
- From General Fund Designated Light for Street Light Maintenance Budget \$51,205
- From REET I for street improvements \$220,213



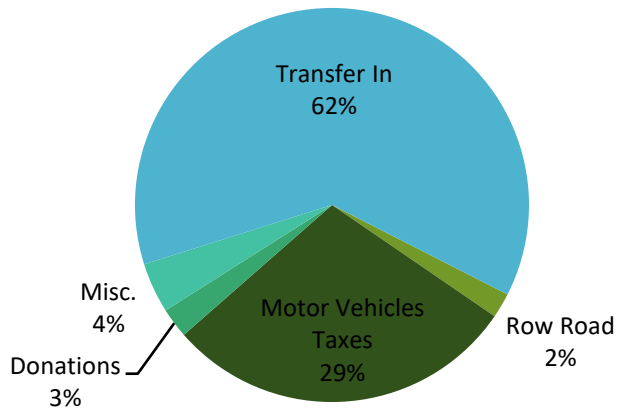
STREET FUND: OPERATING ONLY

Operating Revenue		
ROW Road Permits	\$10,000	2%
Motor Vehicles Taxes	\$141,230	29%
Donations	\$12,000	3%
Misc.	\$20,100	4%
Transfer In	\$303,799	62%
Total	\$487,129	100%

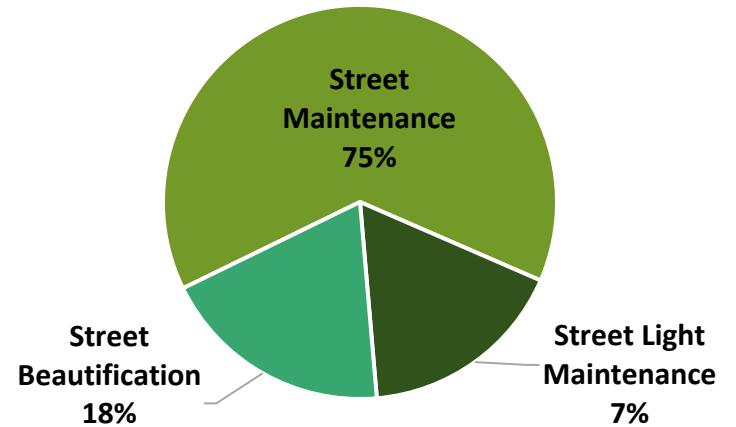
Operating Expenditures		
Street Maintenance	\$392,719	75%
Street Light Maintenance	\$36,205	7%
Street Beautification	\$97,090	18%
Total	\$526,014	100%

Decrease in fund balance for Operating Costs: (\$38,885)

Revenue



Expenditures



STREET FUND CAPITAL

CAPITAL REVENUES: \$1,470,127

- Transfer-In from REET 1: \$220,213
- Transfer-In from Desg Light Fund balance \$15,000
- Grant from Department of Commerce \$153,000
- Grant from Federal Highway Administration \$403,443
- Grant from Washington State Transportation Improvement Board (TIB) \$678,471

CAPITAL EXPENDITURES: \$1,476,377

- Minor Street improvements throughout the City funded by REET 1 transfer: \$100,000
- Construct sidewalk and retaining wall on Emerson from Woodside Drive to 67th Street \$448,270 funded with a grant from Federal Highway Administration of \$403,443 (90%) and \$44,827 (10%) from REET 1.
- Grind and overlay of South Orchard Street from Regents Blvd to Holly Drive \$753,857 funded with a grant from TIB of 678,471 (90%) and \$75,386 (10%) from REET 1.
- Installation of a lighted crosswalk at Contra Costa and Electron Way with full funding of \$153,000 from Department of Commerce.
- Alarm systems at Public Works split ¼ each Street, Storm, Water, and Sewer. \$6,250 each, total cost \$25,000.
- Installation of two light standards in lower business district for hanging baskets \$15,000.

NET EFFECT ON ENDING FUND BALANCE: \$22,980

Net decrease in fund balance for Operating Cost: (\$38,885)
Net decrease in fund balance for Capital Cost: (\$6,250)
Total net decrease in fund balance (45,135)

Total Ending Fund Balance \$312,955

STORM DRAIN: OPERATING

GOALS

- Inspect all catch basins in the City
- Clean catch basins that fail inspection
- Complete and obtain DOE approval of the yearly NPDES Annual Report
- Complete updated Storm Water Management Program Plan
- Revamp handouts and delivery of water quality message for community outreach events.

STORM DRAIN FUND: OPERATING ONLY

Operating Revenue

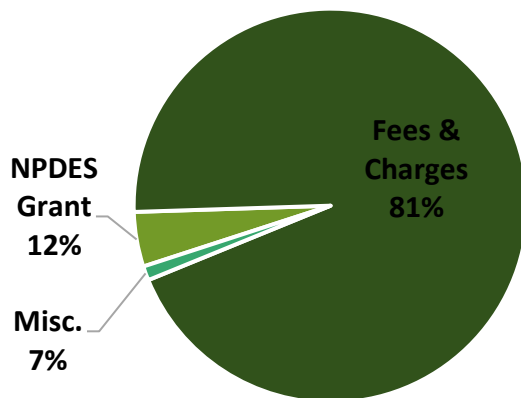
NPDES Grant	\$75,000	12%
Fees & Charges	\$533,400	81%
Misc.	\$45,100	7%
Total	\$653,500	100%

Operating Expenditures

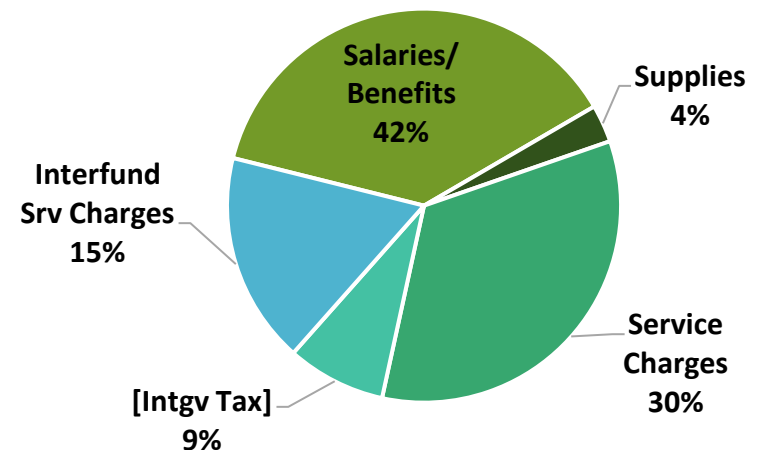
Salary/Benefits	\$195,940	42%
Supplies	\$15,600	4%
Service Charges	\$141,039	30%
Intergov Serv/Tax	\$41,584	9%
Interfund Serv Charge to GF	\$75,130	15%
Total	\$469,293	100%

**Operating Revenues Over Operating Expenses:
Net Ending Fund Balance is an increase of \$184,207
With \$81,900 Transfer to Capital increase = \$102,307
Total EFB \$495,549**

Revenue



Expenditures



7

STORM DRAIN CAPITAL FUND

CAPITAL REVENUES: \$81,900

- Transfer-In From Storm Drain Operating Fund: \$81,900

CAPITAL EXPENDITURES: \$116,250

- Catch basin upgrades to continue efforts in protecting the headwaters of Leach Creek \$100,000
- Project Engineering for catch basin upgrades \$10,000
- Alarm systems at Public Works split ¼ each Street, Storm, Water, and Sewer. \$6,250 each, total cost \$25,000.

NET EFFECT ON ENDING FUND BALANCE: (\$18,060)

Capital Revenues: \$81,900

Capital Expenditures: (\$116,250)

Total net decrease on Ending Fund Balance (\$18,060)

Total Ending Fund Balance \$706,928

Total Storm Operating and Capital EFB \$1,202,477

WATER FUND: OPERATING

GOALS

- Continue emphasis on water conservation outreach
- Repair and replace existing fire hydrants as needed. Anticipate two hydrants this year.
- Complete and mail 2022 Consumer Confidence report
- Continue AMI meter exchange

WATER RATE

- Currently no proposed increase to the water rate.
 - 2% would result in a \$0.77 increase to the base rate per billing cycle (every other month), or \$0.385 per month.

WATER FUND: OPERATING ONLY

Operating Revenue

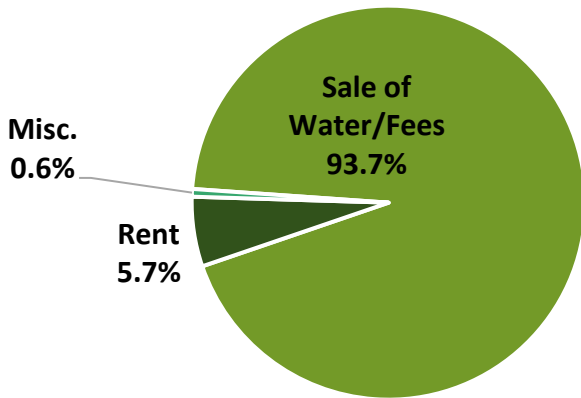
Sale of Water & Fees	\$1,135,600	93%
Rent on Tanks	\$69,350	6%
Misc.	\$18,000	1%
Total	\$1,222,950	100%

Operating Expenditures

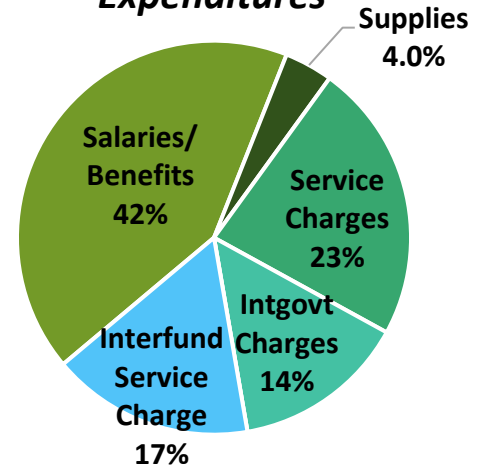
Salary/Benefits	\$426,230	42%
Supplies	\$40,200	4%
Service Charges	\$232,742	23%
Intergov Charges	\$144,600	14%
Debt Payments	\$0	0.0%
Interfund Service Charge	\$168,073	17%
Total	\$1,011,845	100%

**Operating Revenues Over Operating Expenses:
 Net Ending Fund Balance increase of \$211,105
 With \$200,000 Transfer to Capital increase = \$11,105
 Total EFB \$130,492**

Revenue



Expenditures



WATER CAPITAL FUND

CAPITAL REVENUES: \$204,000

- Capital Contribution/Tap Fees: \$4,000
- Transfer-In From Water Operating Fund: \$200,000

CAPITAL EXPENDITURES: \$429,375

- Water Main Replacement on Orchard from Holly to Regents \$200,000
- Engineering for above projects \$10,000
- Alarm systems at Public Works split ¼ each Street, Storm, Water, and Sewer. \$6,250 each, total cost \$25,000

NET EFFECT ON ENDING FUND BALANCES: (225,375)

Capital Revenue: \$204,000

Capital expenditures of \$429,375

Net decrease to Ending Fund Balance (\$225,375)

Total Ending Fund Balance \$88,613

Total Water Operating and Capital EFB \$219,105

SEWER FUND: OPERATING ONLY

Operating Revenue

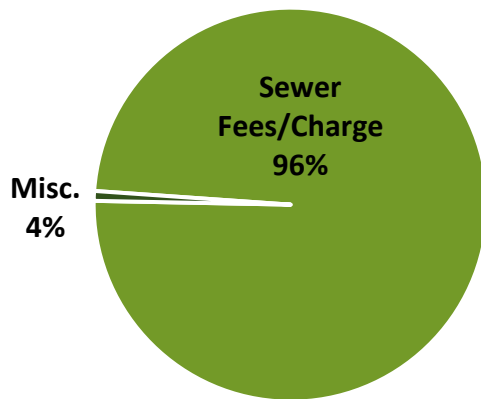
Sewer Fees & Charges	\$2,809,284	96%
Misc. Revenue	\$125,500	4%
Total	\$2,934,784	100%

Operating Expenditures

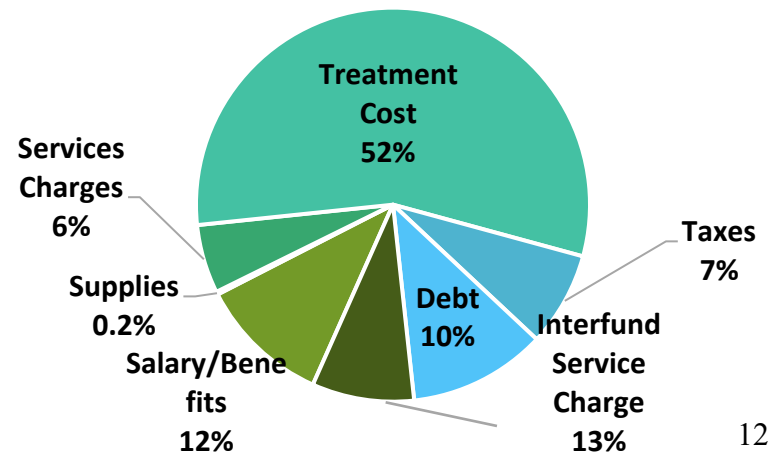
Salary/Benefits	\$367,390	12%
Supplies	\$7,400	.2%
Service Charges	\$179,596	6%
Treatment Cost	\$1,650,000	52%
Taxes	\$215,000	7%
Debt	\$312,954	10%
Interfund Service Charge	\$408,752	13%
Total	\$3,141,092	100%

Operating Revenues Over Operating Expenses
Net Ending Fund Balance decrease of (\$206,308)
With \$230,000 Transfer to Capital decrease of (\$436,308)
Total EFB \$568,058

Revenue



Expenditures



SEWER CAPITAL FUND

CAPITAL REVENUES: \$234,000

- Capital Contribution/Tap Fees: \$4,000
- Transfer In From Sewer Operating Fund: \$230,000

CAPITAL EXPENDITURES: \$887,740

- \$120,000 for pipe bursting on 1100 block between Linwood and Crestwood
- \$650,000 to upgrade 44th Street lift station
- Project Engineering of \$90,000 for the above-mentioned projects
- Salaries & Benefits for Capital Projects: \$21,490

NET EFFECT ON ENDING FUND BALANCE: (\$653,740)

- Capital Revenues: \$234,000
- Capital Expenditures: \$887,740
- Net decrease to Ending Fund Balance (\$653,740)
- Total Ending Fund Balance \$602,052
- Total Operating and Capital EFB \$1,170,110

REMAINING BUDGET SCHEDULE

October 23rd {
• **Study Session:**
• Budget (as needed)

October 24th {
• **Public Hearings:**
• Revenue Sources
• 2024 Budget (1st reading)

October 30th {
• **Study Session:**
• Budget (as needed)

November 14th {
• **Public Hearings 2024 Budget (2nd reading)**
• **Ordinances and Resolutions for property tax**
• **Ordinances for salaries, Judge and Civil Service Examiner**

November 28th {
Ordinance to Adopt 2024 Budget

**General Fund
Adjustments to the 2024 Preliminary Budget**

	<u>2024 Preliminary</u>	<u>Adjustment</u>	<u>2024 Adjusted</u>
Designated/Light	449,446		449,446
Designated/44th & Alameda	498,395		498,395
Designated Fund Balance ARPA	320,669		320,669
Undes Beginning Fund Balance	<u>3,296,210</u>		<u>3,296,210</u>
Total Beginning Fund Balance	4,564,720	0	4,564,720
Taxes	4,135,511		4,135,511
Licenses & Permits	575,000		575,000
Intergovernmental Revenues	364,955		364,955
Charges for Goods & Services	1,518,199		1,518,199
Fines & Forfeits	203,800		203,800
Miscellaneous	615,740		615,740
Total Operating Revenue	7,413,205	0	7,413,205
TOTAL GENERAL FUND RESOURCES	11,977,925	0	11,977,925
Legislative	86,615		86,615
Judicial	430,797		430,797
Administration	414,100		414,100
Finance	395,910		395,910
Legal	281,500		281,500
Other Employee Benefits	2,500		2,500
Non-Departmental	143,484		143,484
Personnel	37,915		37,915
Facilities	642,285	3,000	645,285
Information Systems	136,400		136,400
Civil Service Commission	5,010		5,010
Police	2,218,839		2,218,839
Fire/EMS	830,658		830,658
Jail	30,500		30,500
Building Inspection	147,195		147,195
Emergency Management	10,765		10,765
Physical Environment	15,570		15,570
Planning	185,180		185,180
Health	2,185		2,185
Recreation	544,519		544,519
Library	10,000		10,000
Community Events	57,500	5,000	62,500
Swimming Pool	308,035		308,035
Parks	338,837		338,837
Total	7,276,299	8,000	7,284,299
Operating Transfer/Street Beautification	10,000		10,000
Operating Transfer/Property Tax	257,594		257,594

**General Fund
Adjustments to the 2024 Preliminary Budget**

	<u>2024 Preliminary</u>	<u>Adjustment</u>	<u>2024 Adjusted</u>
Total Operating Cost	7,543,893	8,000	7,551,893
Rollover ARPA used for Police Officer	67,612		67,612
Rollover banked property tax used for Police Officer	65,143		65,143
Revenue over (under) Operating Expenses	2,067	(8,000)	(5,933)
Facilities	70,300		70,300
Info Systems	5,000		5,000
Police	20,000		20,000
Total Capital	95,300	0	95,300
Transfer to Street Lt. Maint. From Desg Lt.	51,205		51,205
Total Transfers Out	51,205	0	51,205
Undes Ending Fund Balance	1,212,834	(8,000)	1,204,834
Reserved for Cash Flow	1,925,000		1,925,000
Designated/Light	398,241		398,241
Designated/44th & Alameda	498,395	0	498,395
Designated/ARPA	253,057		253,057
Total Ending Fund Balance	4,287,527	(8,000)	4,279,527
TOTAL GENERAL FUND BUDGET	11,977,925	0	11,977,925

PARK BOND CAPITAL FUND
Adjustments to the 2024 Preliminary Budget

	<u>2024</u> <u>Preliminary</u>	<u>Adjustment</u>	<u>2024</u> <u>Adjusted</u>
Beginning Fund Balance	1,895,655	(688,030)	1,207,625
Grant Revenue			0
Investment Revenue	80,000	(20,000)	60,000
Donations	1,250,000	(1,000,000)	250,000
Total Revenue	1,330,000	(1,020,000)	310,000
TOTAL PARK BOND CAPITAL FUND RESOURCES	3,225,655	(1,708,030)	1,517,625
Capital Expenses	200,000		200,000
Transfer Out to Cum. Rsv. Loan Payment-Principal	770,494		770,494
Transfer Out to Cum. Rsv. Loan Payment-interest	3,853		3,853
Total Expenditures	974,347	0	974,347
Excess over (under) including capital	355,653	(1,020,000)	(664,347)
Undesignated Ending Fund Balance	2,251,308	(1,708,030)	543,278
TOTAL PARK BOND CAPITAL FUND BUDGET	3,225,655	(1,708,030)	1,517,625

Memo

To: Mayor and Councilmembers
From: Colleen Corcoran, Finance Director
CC: Dawn Masko, City Manager
Date: October 16, 2023
Re: 2024 Preliminary Budget

Question: What is the additional salary cost for the payroll changes made in 2023?

The positions that were changed in 2023 include salary adjustments for the City Manager and the Police Chief. The Administrative Services Director position was eliminated and replaced by the Community Development Director and the City Clerk. The net increase in salary for these positions is \$115,918. This also includes COLA for these positions of \$23,140.

Question: What are the benefits of a new Recreation Specialist, moving the CSO to full-time, and a new part-time accountant in Finance?

The CSO position move to full-time is under review by Chief Schaub. He is assessing the functions of all the office staff to ensure the best organizational design.

Please see attached memos for Recreation Specialist and the part-time accountant positions.

Question: What is the ongoing cost of the items suggested to be funded using ARPA?

The only two items listed that would require additional costs are the dash cameras and the timesheet program. The dash camera's yearly cost is still under review. We may have the amount for Monday night's meeting.

The timesheet program's ongoing cost includes \$595 per year for annual maintenance and \$3,600 per year for licensing costs. An additional \$1,400 per year is required for upgrading the Springbrook payroll software program. The total increase is \$5,595 per year.

Question: What is covered in the Planning Dues and Membership line?

When the 2024 Preliminary Budget was compiled, the Community Development Director was not employed by the city. Currently in the preliminary budget line consists of SSHAP \$3,361, Washington Association of Permit Technicians (WASPT) \$45, American Planning Association (APA) \$444, American Planning Association Washington (APAW) \$20, American Institute of Certified Planners (AICP) \$191, and Washington Association of Building Officials (WABO) \$215 for a total of \$4,276. The Planning Department included a budget of \$3,800 and the Building Department included \$500.

After Mark's input the following dues are what he is requesting. SSHAP \$3,361, APAWA \$500, WASPT \$50, Washington Association of Code Enforcement (WACE) \$55, ESRI (GIS) \$300, Bluebeam Revue \$400 for a total of \$4,666.

Enhancing Revenue Growth with a New Recreation Specialist

Dear City Manager Masko,

Bringing in a new Recreation Specialist holds substantial promise for our Parks and Recreation Department. This position is more than just a staff addition; it's a catalyst for revenue growth, providing the vital support necessary for program diversification, pricing optimization, partnership establishment, marketing enhancement, and an elevation in customer satisfaction. These combined efforts directly translate into increased income for our department.

The potential benefits extend beyond finances. Adding a Recreation Specialist is about securing our future and expanding our services to better meet the needs of the Fircrest community. In fact, my calculations suggest that the dedicated focus of a Recreation Specialist could potentially contribute an additional \$50,000 to our bottom line in 2024.

Furthermore, the Recreation Specialist plays a pivotal role in program expansion and diversification. By increasing our staff's bandwidth, the Parks & Recreation staff may continue to introduce new programs, classes, and activities, catering to a wider audience, attracting more participants, allowing for more room in our programs, and generating additional program fees and sales.

The addition of this position will also significantly enhance our marketing and promotional efforts. With an additional full-time staff position, our marketing strategies will greatly improve through the creation of additional promotional materials and by providing staff with more time to manage social media campaigns. This, in turn, will inevitably lead to increased program enrollments.

Additionally, the Recreation Specialist will actively seek partnerships with local service groups and organizations such as the Fircrest Kiwanis and the Fircrest Parks and Recreation Foundation, resulting in potential sponsorship opportunities and financial support for our programs. Grant writing efforts will also be bolstered, contributing to the securing of grants for various programs and activities, thereby subsidizing general fund expenditures.

Hiring a Recreation Specialist is a multi-faceted investment in the Community Center and our department's future, with a potential financial gain of \$50,000 in 2024, and an array of strategic benefits that will last well into the future. Below are estimates on programs identified to increase Parks & Recreation Department revenue.

- Expanded Summer Day Camp - \$20,000
- Increased Fitness Classes - \$14,000
- Contracted Destination Sr. Trips - \$3,000
- Increased Community Center Classes \$2,160
- Increased Facility Rentals for 2024 - \$20,000
- Increased Adult Sports - \$3,000
- Fircrest Parks & Recreation Foundation - \$6000

Thank you for your consideration,

Jeff Grover, Parks & Recreation Director

New Position Proposal**Recreation Specialist**

Department

Parks & Recreation Department

Pay Scale

1.0 FTE / Recommended Pay Scale – \$4,291 - \$5,477/month based on 2023 salary schedule

To:

City Manager Masko

From:

Parks & Recreation Director Grover

With feedback collected through community outreach surveys, the steering committee design process, and connections made throughout the community, we opened the Roy H. Murphy Community Center in 2022 with a great lineup of programs, events, and classes. Our programs have experienced tremendous growth, and several are currently operating at or near capacity. This demand demonstrates the importance of our services in enhancing the quality of life for our residents. By adding a Recreation Specialist to our team, we can meet this rising demand and further expand our program offerings to better serve our community. This specialist would play a crucial role in developing and managing new programs, enhancing and supporting staff for existing ones, and fostering positive engagement within our community. With their expertise and dedication, we can continue to provide diverse and enriching recreational opportunities that make our city an even more vibrant place to live. Your consideration of this proposal is greatly appreciated, and we believe that this investment will yield substantial benefits for our community.

There are five main areas of focus within the department that I would like to expand on and enhance with the help of a new full-time position:

Senior Programming

- The Recreation Specialist will work with the Senior Mornings Assistant to expand our growingly popular senior mornings from 3 days a week to 5 days a week. They will also expand our offerings with additional activities like cards, discussion groups, book clubs, and other senior services like financial literacy, technology, and digital skills.
- Increase Senior Trip offerings to two trips per month, including two to three contracted destination senior trips per year.
- Increase fitness offerings with exercise classes like yoga, tai chi, aerobics, or mindfulness meditation to promote physical and mental well-being.
- Offer more health and wellness options and resources like senior foot care and healthy meal programs.

Teen Outreach Programs

- Create a welcoming and structured Youth Afterschool Program, which will provide a place for kids to come to participate in after-school PE classes, homework help, and other social activities.

- E-Sports, short for "electronic sports," refers to competitive video gaming where professional players and teams compete against each other in various video games.
- Community Enrichment classes such as: Cooking & Nutrition, Arts & Crafts, Music & Dance & Babysitting.
- Create dedicated teen nights for the growing number of young people in our community.

Additional Sports and Athletic Programming for All Ages

- Pickleball training sessions will cater to those interested in learning a new sport or are interested in honing their athletic abilities.
- Continue to expand our non-traditional sports offerings with activities such as kickball, running, ultimate frisbee, and cornhole.
- Expand on the popularity of our open gym volleyball and create recreational volleyball leagues for kids and adults.

Specialized Recreation Programs

- Partner with Pierce County Parks and Recreation to offer specialized recreation programs and services designed to meet the needs of individuals with disabilities or special needs. This would provide opportunities for individuals of all abilities to engage in recreational activities, promote physical and mental well-being, build social connections, and enjoy meaningful leisure experiences.

Expanded Summer Day Camp.

- The Recreation Specialist will plan an expanded summer day camp that will last between 4 and 6 weeks throughout the summer months.

Memo

To: Mayor and Councilmembers
From: Colleen Corcoran, Finance Director
CC: Dawn Masko, City Manager
Date: October 16, 2023
Re: Part-time Accountant Position

For over thirty years, Finance has had two accountants. Every year more mandates and requirements are added to the workload. In 1999 the Governmental Accounting Standards Board (GASB) established new financial reporting requirements (known as GASB 34) for state and local governments throughout the United States, which essentially required all cities to report on a full accrual Generally Accepted Accounting Principles (GAAP) basis. Because of the increased complexity involved in complying with this new standard, the City of Fircrest, as well as several other small cities around the state, converted to the cash basis of accounting. Since that time 67 additional GASB standards have been issued, bringing the total to 101. These standards require cash-based accounting cities to report more like GAAP cities, which has increased staff workload.

Every year the city receives an audit performed by the State Auditor's Office (SAO). The city is required to stay current with all changes prescribed both by GASB and the SAO. These include several revisions to BARS account numbers which in turn causes Finance to restructure how items are coded. For example, last year the city was required to break out lease payments for copy machines and code a portion of the total bill to a new lease line. This amount is now reported separately in the annual State Report. For each change additional time is needed to research, analyze applicability, implement, and maintain the new requirement.

As I am getting ready to retire, I am trying to offload a lot of tasks back to the accountants. Because of their workload, they are unable to take on these tasks. Currently some of these tasks listed below are two to three years out of date. For example, as I was preparing the Capital Request Form for the purchase of the three new police vehicles the gas and repairs and maintenance records were not up to date. Therefore, I had to go back and find the detailed information to complete the forms. The time involved in pulling the gas amounts was too extensive to complete in the time frame needed to complete the forms.

In the 2023 Budget we had an Accountant II position budgeted for six months. We were expecting to budget an additional six months in the 2024 Budget. This was for a full-time position. **The wage and benefit cost in 2023 was \$54,000 with another \$55,000 anticipated for 2024.**

The cost of hiring an Accountant I at step C for 20 hours a week is \$38,876. The amount not used in 2023 will cover this cost. (This position would not be eligible for medical, dental or vision benefits.)

If the part-time person takes over the duties listed below, this will allow the Finance Director more time to work on other items like forecasting, policies, research, etc.

Part-time Accountant I Duties

Prepare morning bank deposits.

Maintain ERR program.

Maintain SAA program.

Update Sales tax revenue spreadsheet.

Assist with month end closing entries.

Review utility billing adjustments

Track parks and police donations

Track special funds (CJF, police investigation etc.)

REQUEST FOR CAPITAL TO BE PURCHASED OUT OF ERR FUNDS

Dept(s) owning equipment or vehicle.	Police
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Currently in ERR:	Amt. accumulated for replacement at 12/31/24	Scheduled Replacement Year
2015 Ford Interceptor #60452D	\$50,425	2024

Miles as of	(Enter date.)	(Miles as of the entered date.)
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Year	Gas	Repairs & Maint.	Insurance	ERR Contribution	Total Yearly Cost
2024				6,666	
2023		1,886.74	Not yet billed	6,501	
2022		2,931.15	1,397.97	6,501	
2021		2,427.77	1,282.50	6,090	
2020		743.37	1,163.41	6,090	
2019		6,688.88	1,006.68	6,090	

Year	Amount	Reason for Repair
2023	1,886.74	LOF and replace water pump \$1,886.74
2022	2,931.15	LOL \$97.97, radar repair \$862.49, replace headlight assembly \$1,258.91, safety inspection and license plate light repair \$711.78
2021	2,427.77	LOF (2) \$176.26, replace battery \$51.93, replace rear brakes and tires \$1,426.98, replace front brakes, rotors, and wiper blades \$772.60
2020	743.37	Replaced battery \$255.24, replaced laptop dock \$488.13
2019	6,688.88	Collison repairs \$6,600.75, LOF \$88.13

Vehicle/Equipment needed:	Interceptor
Current Replacement Cost (including tax)	50,425
Estimated Useful life of new vehicle/equipment	10 years
Estimated replacement cost with 3% cost added per year	\$67,767
Yearly replacement cost \$	\$6,777

Reason for Request:

Department Director

This space is to be used by the Department Director to give reasons why the piece of equipment/vehicle should be replaced and whether it should be replaced with the same equip.
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Fiscal Impact

The replacement cost for the new vehicle will be \$6,777 for the next ten years.

City Manager

I recommend purchasing the replacement vehicle for the Police Department.

REQUEST FOR CAPITAL TO BE PURCHASED OUT OF ERR FUNDS

Dept(s) owning equipment or vehicle.	Police
---	--------

Currently in ERR:	Amt. accumulated for replacement at 12/31/24	Scheduled Replacement Year
2016 Ford Interceptor #60942D	\$51,655	2024

Miles as of	(Enter date.)	(Miles as of the entered date.)
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Year	Gas	Repairs & Maint.	Insurance	ERR Contribution	Total Yearly Cost
2024				3,341	
2023		0	Not billed yet	5,910	
2022		1,024.65	1,397.97	5,910	
2021		2,819.98	1,282.50	5,910	
2020		503.36	1,163.41	4,310	
2019		2,806.90	1,006.68	4,310	

Year	Amount	Reason for Repair
2023	0	N/A
2022	1,024.65	Repair & certify radar \$828.78, rotate tires \$195.87
2021	2,819.98	LOF & rotate tires \$140.06, Replaced brakes 48K service & LOF \$1,736.72, four new tires mounted and balanced \$943.20
2020	503.36	LOF and replace license plate bulb \$120.27, tire repair \$83.09, paint repair \$300.00
2019	2,806.90	LOF & replace brakes \$939.70, 30K service, LOF, air filter \$487.99, replaced batteries and tires \$1,272.38, repaired tire \$106.83

Vehicle/Equipment needed	Interceptor
Current Replacement Cost (including tax)	\$51,655
Estimated Useful life of new vehicle/equipment	10 years
Estimated replacement cost with 3% cost added per year	\$69,420
Yearly replacement cost	\$6,942

Reason for Request:

Department Director

This space is to be used by the Department Director to give reasons why the piece of equipment/vehicle should be replaced and whether it should be replaced with the same equip.
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Fiscal Impact

The replacement cost for the new vehicle will be \$6,942 for the next ten years.

City Manager

I recommend purchasing the replacement vehicle for the Police Department.

**REQUEST FOR CAPITAL
TO BE PURCHASED OUT OF ERR FUNDS**

Dept(s) owning equipment or vehicle.	Police
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Currently in ERR:	Amt. accumulated for replacement at 12/31/24	Scheduled Replacement Year
2016 Ford Interceptor #60943D	\$51,655	2024

Miles as of	(Enter date.)	(Miles as of the entered date.)
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Year	Gas	Repairs & Maint.	Insurance	ERR Contribution	Total Yearly Cost
2024				8,911	
2023		0	Not yet billed	5,828	
2022		0	1,397.97	5,828	
2021		1,707.12	1,282.50	5,828	
2020		1,523.83	1,163.41	5,210	
2019		2,192.49	1,006.68	5,210	

Year	Amount	Reason for Repair
2023	0	N/A
2022	0	N/A
2021	1,707.12	Replaced brake line \$333.40, repair rear taillight \$155.73, replace front and rear brake pads and rotors \$1,160.81, inspect noise \$25.99, installed side mirror glass \$31.19
2020	1,523.83	LOF (2) \$176.26, replaced laptop dock \$488.13, tire repair \$859.44
2019	2,192.49	30k service LOF air filter all brake pads and rotors \$1,584.34, replaced battery and spare tire \$608.15

Vehicle/Equipment needed	Interceptor
Current Replacement Cost (including tax)	\$51,655
Estimated Useful life of new vehicle/equipment	10 years
Estimated replacement cost with 3% cost added per year	\$69,420
Yearly replacement cost	\$6,942

Reason for Request:

Department Director

This space is to be used by the Department Director to give reasons why the piece of equipment/vehicle should be replaced and whether it should be replaced with the same equip.

Fiscal Impact

The replacement cost for the new vehicle will be \$6,942 for the next ten years.

City Manager

I recommend purchasing the replacement vehicle for the Police Department.

Rationale for Vehicle Budget Request: Replacement of Patrol Vehicles

Introduction:

The purpose of this document is to provide a comprehensive rationale for the budget request to replace patrol vehicles for the city council packets. Law enforcement vehicles are critical assets for ensuring public safety and maintaining law and order within the city. As these vehicles age, their efficiency, safety features, and overall performance decline, leading to increased maintenance costs and compromised officer safety. This request aims to secure funding for replacing three aging patrol vehicles to ensure the continued effectiveness of law enforcement operations in our city.

Operational Efficiency:

Reduced Downtime: New vehicles require less frequent repairs, reducing downtime and ensuring officers remain on duty.

Fuel Efficiency: Modern vehicles are more fuel-efficient, leading to long-term cost savings and reduced environmental impact.

Technological Integration: New vehicles have updated technology and data collection capabilities.

Financial Considerations:

Maintenance Costs: Older vehicles incur higher maintenance costs due to wear and tear, which can strain the department's budget.

Resale Value: Aging vehicles have a diminished resale value, making it financially prudent to replace them before their value depreciates further.

Long-Term Savings: Investing in new vehicles leads to long-term savings by reducing repair costs and improving fuel efficiency.

Environmental Impact:

Fuel Efficiency: Modern vehicles consume less fuel, reducing the city's overall carbon footprint and promoting environmental responsibility.

Conclusion:

Investing in new patrol vehicles is essential for ensuring the safety and efficiency of law enforcement operations in our city. The replacement of aging vehicles is a strategic financial decision that addresses immediate concerns and contributes to long-term savings, environmental responsibility, and positive community relations. We request the city council's support and approval for this crucial budget request to maintain the high standard of law enforcement services our community deserves.

We will examine all three 2016 Ford Utility's and keep the best one as a pool vehicle, and surplus the remaining three vehicles.