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FY24

CITY OF BOULDER CITY, NEVADA

VEHICLE & EQUIPMENT REPLACEMENT FUND

for the Fiscal Year Beginning July 1, 2023



**401 California Avenue
Boulder City, NV 89005
www.bcnv.org**

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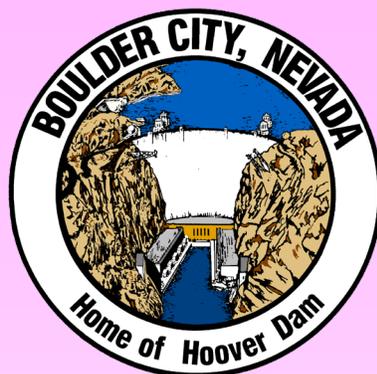


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It is the job of city government — elected officials and staff — to deliver city services as effectively and efficiently as possible. To fulfill this mission, city staff must have a dependable fleet. The Vehicle/Equipment Replacement Fund Policy (also referred to as the “VERF”) was established to be that long-term solution.

The VERF is a critical resource used by the City during the development of the annual Five-Year Capital Improvement Plan and the City’s Annual Operating Budget. The VERF is used to identify the fiscal resources necessary to carry out the replacements, and the funding formula to be used when preparing the City’s annual governmental operating budgets.

This document provides a summary of the City’s Vehicle/Equipment Replacement Fund policy and briefly describes our current fleet.

Vehicle/Equipment Replacement Fund Policy

Purpose

The purpose of the Vehicle/Equipment Replacement Fund, or “VERF”, is to establish a process and criteria for purchase, replacement, elimination, and disposition of vehicles and equipment (the “fleet”). The Policy establishes procedures to ensure that adequate funds will be available to purchase fleet assets and to fund that part of the City of Boulder City’s capital budget related to the purchases, thereby stabilizing the budgeting for major fleet purchases. The VERF is intended to:

- Ensure adequate funds are available to fund the replacement of vehicles, technology, and equipment.
- Stabilize budgeting for major purchases.
- Provide sufficient cash flows for annual purchases of related equipment.

Roles and Responsibilities

Fleet Operations is responsible for oversight of all city vehicles, equipment and technology, and to ensure all equipment is safe, cost-effective and meets the needs of the user department. Their expertise will be utilized to help determine “best value” when identifying the equipment to be purchased. Their knowledge of state law requirements and exceptions will ensure that when purchasing a vehicle, that the City is compliant with state requirements for low-emission vehicle standards.

Fleet Inventory

Every year Fleet Operations will conduct a physical inventory of all fleet assets. They will use the information collected during the inventory and use that information as they consider requests for vehicle replacement (or for additional vehicles/equipment).

Funding of Fleet Assets

All assets purchased through the VERF are approved during the regular budget process before purchase. The VERF fund is derived from the following revenue sources: all revenues derived from auctions of city surplus items; five-point-six percent (5.6%) of all lease revenues that are designated for distribution to the City’s General Fund (see section 1-9-13 of the City Code); ten-percent (10%) of the greater than anticipated revenue received in the General Fund, reduced by a negative variance in total General Fund expenditures as identified in the prior year’s annual comprehensive financial report, and other sources as may be determined from time to time by Resolution of the City Council. Allocation of revenues from these sources shall be suspended once the Fund reaches a balance of five percent (5%) of the capital assets of the General Fund as identified in the most recent Annual Comprehensive Financial Report. From time to time, it may be necessary to purchase a replacement vehicle



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outside the normal funding process. In those instances, the Fleet Operations will make recommendations as to how to fund replacement of the vehicles and/or equipment.

Vehicles for use by functions that are funded by the Crime Prevention and the More Cops sales tax increments, the City's four utilities, the municipal airport, the City Cemetery and other Grant funds are paid for out of those dedicated special revenue funds, enterprise funds or grants.

Important budget note - all maintenance costs associated with vehicles or equipment are not paid for out of the VERF account. The Fleet Services Division within the Public Works Department is responsible for proper budgeting of fuel and maintenance needs of the City's fleet vehicles.



Acquisition of Fleet Asset

Each year City Departments will submit a request to replace or purchase new vehicles or equipment. The Fleet Operations would identify any alternatives to purchasing a replacement/new asset. For example, are there other underutilized vehicles that could be repurposed? Would it be cost-effective to contract out for the service? Could an employee vehicle be used and the employee reimbursed for mileage? Is it possible to share a vehicle with another department?

The Fleet Operations evaluates the request. In their evaluation, they review the estimated cost to purchase the asset (including any required accessories such as a police radio, emergency light bar, etc), the alternatives to purchasing a new vehicle or equipment, what is the status of the vehicle or equipment to be replaced (for example, how many miles/hours are on the vehicle, does it have unusually high maintenance costs, has it been damaged, are repair parts readily available?).

Fleet Asset Replacement/Elimination process

Each year the Fleet Operations identifies assets that are candidates for replacement or elimination from the fleet. They consult with each individual department and then presents the recommendations to the City Manager. The approved list is then provided to the Finance Department so that it can be included in the Capital Improvement Plan and the annual budget.



Underutilized Fleet Assets

All underutilized assets will be candidates for elimination from the fleet. Underutilized assets will be identified based on usage thresholds developed by the Fleet Operations. The Fleet Operations shall identify underutilized assets and make a recommendation for disposition.

Disposition of Fleet Assets

As replacement vehicles or equipment are purchased, the asset is reviewed to determine the most cost-effective method (i.e., auction, trade, sell or reallocation) to dispose of the asset. Any asset not reallocated will be sold as surplus property. All proceeds from the disposition of any asset are deposited into the VERF account to offset the future replacement costs of vehicles or equipment.

Our Fleet

The City as of June 2023 has approximately 200 vehicles and pieces of equipment (equipment not included in this publication). For reference purposes, the table below and on the following pages list the vehicles by Unit number, Vehicle model year, the City division that operates the vehicle or equipment, and a description of the vehicle.

Advanced Fiscal Year Purchases

Recent supply chain issues have made it more difficult to purchase vehicles and have them delivered within the desired fiscal year. This is especially true for public safety vehicles. As such, the Policy of the City is to place the orders for the following fiscal year in the adopted fiscal year purchasing plan. In this plan you will see vehicles purchased for both the FY24 and FY25 budget cycles, but ordered within the FY24 purchasing cycle.

Replacement Plan for FY24

The City will be replacing the following vehicles in fiscal year 2024. The vehicles in the table are identified with this symbol in the comprehensive vehicle/equipment tables on the following pages.



Replacement Plan for FY25

The City will be replacing the following vehicles for fiscal year 2025, but due to the very long lead time necessary to order vehicles and receive delivery, will place the order during FY24. The vehicles in the table below are identified with this symbol in the comprehensive vehicle/equipment tables on the following pages.



Unit	Year	Division	Vehicle	Replacement/New
220	2017	Police	Ford Explorer	Replace
283	2016	Police	Ford Explorer	Replace
284	2016	Police	Ford Explorer	Replace
286	2018	Police	Motorcycle	Replace
287	2017	Police	Ford Explorer	Replace
288	2017	Police	Ford Explorer	Replace
308	2008	Public Works	1 ton Flatbed Truck	Replace
374	2006	Public Works	Forklift	Replace
434	2009	Public Works	Toro 3280D	Replace
541	2012	Fire	Rescue 121 G4500	Replace
814	2004	Parks/Rec	E350 Van	Refurbish
952	2011	Public Works	1 ton Flatbed Truck	Refurbish
NEW		Public Works	Stump Grinder	NEW
NEW		Public Works	Chipper/Shredder	NEW

Unit	Year	Division	Vehicle	Replacement/New
170	2012	Court	Chevy Impala	Replace
215	2017	Police	Ford Explorer	Replace
221	2017	Police	Ford Explorer	Replace
314	1999	Public Works	11YD Dump Truck	Replace
433	2011	Public Works	Toro 3505-D	Replace
505	2007	Fire	Pierce Engine 121	Replace

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Comprehensive Governmental Funds Vehicle List

Unit	Year	Division	Vehicle Description
153	2012	Com. Dev.	Ford Escape Hybrid
160	2022	PW	Ford Explorer
161	2012	Eng	Ford F250 Crew cab
164	2017	Eng	Dodge 2500 ST
167	2015	PW	Nissan Leaf - EV
168	2020	PW	Ford Explorer
170	2012	Court	Chevy Impala
171	2015	Court	Nissan Leaf - EV
172	2022	Court	Ford Explorer
180	2015	PW	Nissan Leaf - EV
182	2022	City Hall	Ford Escape
200	2006	PD	Pierce Mobile Command Unit
201	2013	PD	Chevy 2500 Crew Cab (Animal Control)
202	2004	PD	2004 Ford Crown Victoria (Detectives)
203	2019	PD	Jeep Cherokee
204	2019	PD	Ford F150
207	2021	PD	Ford Explorer
208	2018	PD	Ford Fusion
209	2000	PD	International 4000
210	2012	PD	Ford Escape
2011	2015	PD	Toyota Sienna
212	2016	PD	Ford Taurus
213	2003	PD	Ford Crown Victoria (Detectives)
214	2017	PD	Ford Explorer ECO (SGT)
215	2017	PD	Ford Explorer ECO (SGT)
216	2023	PD	BMW Motorcycle
219	2017	PD	Ford Explorer
220	2017	PD	Ford Explorer
221	2017	PD	Ford Explorer
223	2016	PD	Honda Accord
224	2016	PD	Toyota Camry
230	2018	PD	Ford Explorer
231	2020	PD	Ford Explorer
232	2020	PD	Ford Explorer
233	2020	PD	Ford Explorer
234	2022	PD	Ford Mache EGT
235	2022	PD	Tesla Y
236	2023	PD	Tesla Y
237	2024	PD	Tesla 3
238	2025	PD	Tesla 3
240	2022	PD	Ford Explorer
241	2022	PD	Ford Explorer ECO
243	1999	PD	Ford 1-Ton Van (Transports)
246	2022	PD	Ford Explorer Eco
247	2022	PD	Ford Explorer Eco
248	2022	PD	Ford Explorer Inter
250	2022	PD	Ford Explorer
251	2022	PD	Ford Explorer ST
252	2022	PD	Jeep Gladiator Rubicon
255	2009	PD	Ford F-350
256	2016	PD	JEEP Wrangler Sport 4Door
257	2014	PD	Chevy Silverado Crew Cab 4w Desert Patrol)

Unit	Year	Division	Vehicle Description
259	2011	PD	Ford Crown Victoria P/I (PATROL)
261	2011	PD	Ford Crown Victoria P/I (PATROL)
262	2011	PD	Ford Crown Victoria P/I (PATROL)
265	2011	PD	Chvey Tahoe 2WD Pursuit (PATROL)
267	2011	PD	Chevy Tahoe 4WD (PATROL SUP)
269	2007	PD	Chevy Impala (CHIEF)
271	2011	PD	Ford Fusion
273	2013	PD	Tahoe
274	2013	PD	Tahoe
275	2013	PD	Tahoe
276	2014	PD	Chevy Caprice
277	2014	PD	Chevy Caprice
278	2015	PD	Ford Explorer
279	2015	PD	Ford Explorer
280	2015	PD	Ford Explorer
282	2015	PD	Chevy Caprice
283	2016	PD	Ford Explorer
284	2016	PD	Ford Explorer K-9
285	2018	PD	BMW R1200 RT Motorcycle
286	2018	PD	BMW R1200 RT Motorcycle
287	2017	PD	Ford Explorer ECO
288	2017	PD	Ford Explorer ECO
289	2018	PD	Ford F-150 4X4
290	2018	PD	Ford Explorer ECO-Boost
291	2019	PD	Ford Explorer ECO-Boost
292	2019	PD	Ford Explorer ECO-Boost SlickTop
294	2019	PD	Ford Explorer ECO-Boost
295	2019	PD	Ford Explorer ECO-Boost
302	2000	Streets	Dodge 2500
303	2009	Streets	3/4 T P/U 4WD 4X4
304	2000	Streets	1T F450 2WD Diesel
305	2003	Streets	F250 4X2 Supercab P/U-Diesel
306	2017	Streets	F250 4wd
307	2019	Streets	F250 4wd w/ liftgate
308	2008	Streets	1 ton with flat bed - Sign Truck
309	2022	Streets	Chevy 4500
311	2016	Streets	2000g water truck
313	1999	Streets	4900 W/5 Yard Dump
314	1999	Streets	10 YD Dump Truck
315	2016	Streets	Ford F550
318	2019	Streets	Concrete batch truck
343	2017	Streets	International Street Sweeper
344	2008	Streets	Chevy T7500
400	2023	Landscape	Ford Maverick
401	2009	Landscape	3/4 T P/U Ext. Cab SB
402	2017	Landscape	Dodge 2500 ST
403	2007	Landscape	3/4 Ton Pickup
404	2019	Landscape	F250 4wd w/ liftgate
405	2016	Landscape	3/4 Ton Pickup
406	2016	Landscape	3/4 Ton Pickup
408	2022	Landscape	Ford F250
409	2008	Landscape	3/4 T P/U Ext. Cab - service body



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Unit	Year	Division	Vehicle Description
410	2009	Landscape	3/4 T P/U LB
411	2008	Landscape	Bucket Truck
412	2016	Landscape	Ford F250 Ext Cab
463	2003	Landscape	Ford F250 Pickup
500	2021	Fire	Ford Explorer
501	2016	Fire	F250 Crew Cab Pickup
502	2017	Fire	Ford Explorer
503	2015	Fire	Nissan Leaf
504	2022	Fire	Ford Explorer
505	2007	Fire	Pierce Engine 121
506	2022	Fire	Ford Explorer
510	2020	Fire	Pierce Impel
515	2010	Fire	Pierce Truck 121 - Pierce 75' ladder
540	2021	Fire	Ford F450
541	2012	Fire	Rescue 121 - G4500
542	2012	Fire	Rescue 122 - G4500
543	2016	Fire	Rescue 123 - Ford E450
568	1995	Fire	Ford F150

Unit	Year	Division	Vehicle Description
577	2013	Fire	Dodge Durango
801	2007	Parks/Rec	3/4 Ton Pickup
802	2017	Parks/Rec	F250 Ext. Cab w/ Liftgate
805	2001	Parks/Rec	E-350 15 Passenger Van
806	2001	Parks/Rec	E-350 15 Passenger Van
807	2017	Parks/Rec	2017 F250 ext. cab w/ liftgate
809	2015	Parks/Rec	Nissan Leaf - EV
811	2021	Parks/Rec	Ford F150
812	2020	Parks/Rec	Ford F150
814	2004	Parks/Rec	E350 van w/ service body
856	2007	Parks/Rec	3/4 Ton Pickup Crew Cab
901	2001	Streets	Service Truck
952	2011	Build Maint	1 ton with flat bed
953	2019	Build Maint	Ford F350
958	2022	Build Maint	E350 van w/ service body
959	2016	Build Maint	Ford F250 Crew
960	2019	Build Maint	Ford Transit
961	2022	Build Maint	E350 van w/ service body

Equipment

The City also maintains a comprehensive list of equipment that is eligible for replacement under the VERF program. The equipment ranges from very large riding lawnmowers to welding equipment, and trailers to cranes.

Due to the very large number of pieces of equipment, they are not all listed within this document.





Prepared by:
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