



# CITY OF LAKE FOREST PARK

## CITY COUNCIL

### AGENDA COVER SHEET

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<b>Meeting Date</b>	April 24, 2025
<b>Originating Department</b>	Executive
<b>Contact Person</b>	Phillip Hill, City Administrator Lindsey Vaughn, Finance Director Police Chief Harden Rebecca Dickinson, Public Works Director
<b>Title</b>	Administration authorization to purchase police and public works fleet vehicles and equipment in the 2025-2026 biennium.

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#### Legislative History

- First Presentation – March 20, 2025; Budget & Finance Meeting
  - Second Presentation – April 10, 2025; City Council Work Session
  - Third Presentation – April 17, 2025; Budget & Finance Meeting
  - Action – April 24, 2025; City Council Regular Meeting
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#### Attachments:

1. Police Department Fleet Report
  2. Public Works Fleet Report
  3. Finance Department 3-biennia Fleet Purchasing Spreadsheet
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#### Executive Summary

During the 2025-2026 biennial budget process, the council elected to recognize fleet revenue in the budget but held off on authorizing expenditures for fleet vehicles and public works equipment until further analysis of the health of the Fleet (501) fund could be determined.

**Background**

Director Vaughn and the accounting supervisor have completed a diligent review of the Fleet (501) fund to determine the proportion of funds held that were sourced from the general fund and those that were sourced from capital funds. That research yielded that 40% of the fund balance was sourced from the general fund and can be allocated for the purchase of police vehicles, and 60% was sourced from capital funds and can be allocated for the purchase of public works vehicles and equipment.

Based on the police department and public works fleet reports, and recommended replacement schedules, Attachment 3 was produced to show that sufficient funds exist for current and future purchases so long as the identified revenue into the fund is allocated by council in each biennium.

Every vehicle proposed to be replaced in this biennium has far exceeded the recommended life in both miles driven, and years on the road. As was detailed in the two fleet reports, these older vehicles are costing more to maintain every year, causing operational issues for both departments, and are not as fuel efficient as the newer vehicles proposed to be purchased. Most of the current fleet also lacks many features that are now standard, such as, backup cameras, electronic stability control, advanced airbag systems and blind spot detection.

The tractor slope mower and riding mower have been evaluated and found serviceable for use through 2025. Director Dickinson will be evaluating replacement equipment for purchase ahead of the 2026 growing season.

**Fiscal & Policy Implications**

Sufficient funds exist in the Fleet (501) fund to support the purchase of the requested fleet vehicles and public works equipment for this biennium.

**Alternatives**

<i>Options</i>	<i>Results</i>
<ul style="list-style-type: none"><li>• Authorize the administration to purchase the listed vehicles.</li></ul>	Administration will move forward with the purchase of new vehicles, as outlined in the two fleet reports.
<ul style="list-style-type: none"><li>• Provide the administration with any requests for additional information needed for review of this purchase request.</li></ul>	Vehicle replacement will be delayed, resulting in continued operation of increasingly less reliable vehicles.

**Staff Recommendation**

The Administration recommends that Council review the information provided and authorize the administration to purchase and outfit 3-patrol vehicles, a police transport van, 1-light duty public works truck, 1-heavy duty public works truck, 1-medium duty public works truck; and purchase one tractor slope mower and one riding mower as outlined in the Fleet reports.