



FINANCE DEPARTMENT

To: Mayor and Town Council

From: Betty Pamplin, Finance Director

Through: Harlan Jefferson, Town Manager
Bob Scott, Executive Director of Administrative Services

Re: Town Council Meeting – June 14, 2022

Agenda Item:

Consider and act upon a resolution authorizing the placement of orders for the purchase of replacement vehicles in FY 2022-2023 to realize current incentives related to said purchase with payment to be made from the Town's Vehicle Equipment and Replacement Fund (VERF) in FY 2022-2023. (BP)

Description of Agenda Item:

The Town entered into a Master Equity Lease Agreement with Enterprise FM Trust on September 25, 2018, to implement a full spectrum fleet management program. Enterprise Fleet program is a turn-key, fully designed program for municipalities to finance and manage the replacement of the Town's fleet. This program provides the Town a fleet manager that makes recommendations for acquisition of all general fleet vehicles that are vetted through the VERF Subcommittee based on current market conditions, age and use of vehicles, along with maintenance expenses associated with the fleet. This list of replacements was also presented and vetted through the Finance Subcommittee on May 20, 2022. Staff would like to place orders prior to the new fiscal year due to the extensive lead time for vehicle delivery. Current delivery estimates are 20-24 weeks for white fleet and up to 1 year for public safety vehicles. Ordering early also allows the Town to be ahead of other entities that will be placing their orders after October 1st and will in turn offer an earlier delivery of our vehicles. Delivery time is especially important when we are considering the police units which take longer to outfit with after-market equipment. Ordering early should put our police units ahead of the many other entities that will also be waiting on these upgrades and allow us to take possession of the units that much quicker. Enterprise will act on the Town's behalf in placing orders for these future replacements. Billing will take place after the beginning of the new fiscal year of October 1, 2022, with delivery to occur after such date. This resolution authorizes Enterprise to place such vehicle orders with the full understanding that payment and delivery will occur after October 1, 2022, with payment to be funded from the VERF. The vehicles scheduled for replacement in FY 2022-2023 are listed in Exhibit A of the proposed resolution.

Budget Impact:

The approval of such vehicles will be budgeted in the VERF Fund in FY 2022-2023.

Legal Obligations and Review:

Terrence Welch of Brown & Hofmeister, L.L.P., has reviewed the resolution as to form and legality.

Attached Documents:

1. Resolution

Town Staff Recommendation:

Staff recommends adoption of a resolution authorizing the placement of orders for the purchase of replacement vehicles in FY 2022-2023 to realize current incentives related to said purchase with payment to be made from the Town's Vehicle Equipment and Replacement Fund (VERF) in FY 2022-2023.

Proposed Motion:

I move to adopt a resolution authorizing the placement of orders for the purchase of replacement vehicles in FY 2022-2023 to realize current incentives related to said purchase with payment to be made from the Town's Vehicle Equipment and Replacement Fund (VERF) in FY 2022-2023.