

## Fleet and Equipment Replacement Process

During the Fiscal Year 2022-23 Operating Budget process, Council asked about the process for tracking vehicles and equipment. This report provides a summary of that process.

Assets are tracked by both the Public Works and Finance Departments. Public Works manages the assets on a day-to-day basis, maintaining the inventory and the assets, tracking replacement schedules, and identifying assets annually for replacement. Finance tracks assets where the initial individual exceeds \$5,000 and the estimated useful life is greater than one year. The asset's value is tracked from the point of procurement and all related activities including acquisitions, disposals, transfers, and depreciation are recorded on a quarterly basis. Assets are assigned to the appropriate department, with a pool of vehicles set aside for locations like City Hall where user need varies significantly.

Public Works uses CityWorks, an enterprise asset management software program, to ensure assets receive routine maintenance. The goal of the department is to provide, at minimum, a visual inspection of each asset annually. This ensures the assets are tracked and accounted for and in good operable condition. More complex assets have industry standard maintenance programs associated with them.

Replacement of assets typically occurs when those assets reach their pre-determined replacement cycle, as identified through a documented Public Works procedure that aligns with industry best practices. Replacements are determined based on miles (or hours) and years of service. The replacement cycle is designed to consider the current asset age and condition as well as the resale value. Upon reaching the identified threshold, that asset is reviewed to ensure it is ready for replacement. When the asset is replaced, the old asset is sold through a third-party government auction and the gain or loss is accounted for in the fund where the asset is recorded.

In the Fiscal Year 2022-23 proposed budget, four vehicles and three pieces of equipment are recommended for replacement and one vehicle is a recommended addition as a lease, for a total budget of \$669,046. Vehicles and equipment have seen a significant impact on availability from supply chain constraints. From the point of approval, acquisition of these vehicles can take over a year to complete.

The complete list of fleet assets is provided on the following pages.

Equipment Assets			
AssetID	Year	Description	Location
EQP262	1996	FLAIL MOWER	Streets
EQP905	1998	SOD CUTTER	Grounds
EQP189	2004	INGERSOL RAND	Streets
EQP101	2007	JOHN DEERE MOWER	Grounds
EQP83	2008	GOLF CART	Park and Rec
EQP185	2011	CLUB CAR	Trees/ROW
EQP184	2011	INFEEED WOOD CHIPPER	Trees/ROW
EQP47	2017	SPREADER	Grounds
EQP48	2017	MOWER	Grounds
EQP312	2016	CLAW BUCKET FOR EQP #41	Streets
EQP43	2017	CHIPPER	Trees/ROW
EQP54	2018	MINI SKID STEER	Trees/ROW
EQP55	2019	TILT DECK TRAILER 7000 GVWR	Grounds
EQP56	2018	ZERO TURN MOWER	Grounds
EQP58	2018	DUMP TRAILER	Trees/ROW
EQP59	2018	JACK HAMMER	Fleet
EQP1052	2019	BALANCER	Fleet
EQP61	2019	MAN LIFT	Facilities
EQP62	2019	BAGGER MOWER	Grounds
EQP63	2019	GOLF CART	Blackberry Farm
EQP65	2019	LOADER	Streets
EQP66	2020	13 FT 7000GVWR TRAILER	Grounds
EQP67	2020	13FT 7000GVWR TILT TRAILER	Grounds
EQP68	2019	48" MOWER	Grounds
EQP69	2019	CHIPPER	Trees
EQP70	2020	GOLF CART	Grounds
EQP443	2020	SKID SPRAYER	Grounds
EQP449	2020	BITUMMOUS MACHINE	Streets
EQP73	2019	MOWER	Grounds
EQP74	2020	VAC TRAILER	Grounds
EQP448	2020	STRIPPER	Streets
EQP75	2020	ELECTRIC MOWER	Grounds
EQP77	2020	5X8 DUMP	WWFP
EQP100	2021	TOW BEHIND PRESSUER WASHER TRAILER	Grounds
EQP84	2021	LARGE TOWABLE GENERATOR	Fleet
EQP90	2022	STUMP GRINDER	Trees
EQP91	2022	TILLER	Grounds
EQP200	2014	SOD CUTTER	Grounds
EQP198	2012	RIDE ON SPREADER	Grounds
EQP46	2016	FLAT BED TILT DECK TRAILER 20'	Trees/ROW
EQP815	2007	RYAN TOW AERATOR	Grounds
EQP183	2011	JOHN DEERE	Grounds
EQP202	2014	STAND ON AERATOR	Grounds
EQP105	2004	JOHN DEERE MOWER	Grounds
EQP179	2001	TRACTOR	Grounds
EQP3	2000	SCISSOR LIFT	Facilities
EQP107	1992	KOMATSU FORKLIFT	Fleet
EQP18	2015	LANDSCAPE RAKE ATTACHMENT	Trees/ROW
EQP110	2009	KOMATSU FORKLIFT	Traffic Department
EQP45	2017	BUNKER RAKE	Grounds
EQP111	2000	JOHN DEERE	Grounds
EQP37	2016	WATER TRAILER	Trees/ROW
EQP36	2016	GOLF CART	Grounds
EQP14	2015	LOADER/TRACTOR	Trees/ROW
EQP2	2015	CLUB CAR CART	Blackberry Farm
EQP1	2015	CLUB CAR CART	Blackberry Farm

Equipment Assets			
AssetID	Year	Description	Location
EQP28	2015	8" TRASH PUMP	On Call
EQP23	2015	LIGHT TOWER, TRAILER	Fleet
EQP161	2000	WACKER 6" PUMP	Fleet
EQP80	2014	GOLF CART	Park and Rec
EQP106	1998	ROLLER	Streets
EQP129	2011	CLUB CAR	Fleet
EQP24	2015	STUMP GRINDER	Trees/ROW
EQP21	2015	TRENCHER	Trees/ROW
EQP118	2001	WACKER GENERATOR	Facilities
EQP49	2017	DCA-125SSIU4F	Facilities
EQP8	2015	ELECTRIC GOLF CART	Grounds
EQP41	2016	LOADER	Fleet
EQP27	2015	ELECTRIC GOLF CART	Grounds
EQP81	2014	GOLF CART	Park and Rec
EQP82	2009	COLF CART	Park and Rec
EQP263	2016	HYDRAULIC POWER UNIT	Streets
EQP163	-	Z TURN MOWER	Grounds
EQP1080	-	18,000 HOIST	Fleet
EQP20	2015	AUGER	Trees/ROW
EQP44	2017	BUNKER RAKE	Park and Rec
EQP15	-	RIDING MOWER	Grounds
EQP164	-	DINGO 322-4	Grounds
EQP17	2015	ELECTRONIC MESSAGE BOARD	Streets
EQP34	2016	MESSAGE BOARD	Streets
EQP102	2004	MOWER	Grounds
EQP109	1987	5310 TRACTOR	Grounds
EQP146	-	EXMARK LAZER 52"	Grounds
EQP1081	-	10,000 HOIST	Fleet
EQP40	2014	FUEL ISLAND PUMPS AND FUEL STATION, GAS STATION AT YARD	Fleet
EQP29	2016	RADAR TRAILER	Streets
EQP35	2016	RADAR TRAILER	Streets
EQP203	-	AG SPREAD 55	Grounds
EQP50	2017	TOWABLE AIR COMPRESSOR	Trees/ROW
EQP51	2017	BOBCAT SWEEPER ATTACHMENT	Streets
EQP52	2017	CLAW BUCKET FOR EQP117	Streets
EQP42	2016	FLEET AIR COMPRESSOR	Fleet
EQP6	2015	GRINDER	Streets
EQP30	-	GENERATOR, EMERGENCY LOCATED AT CITY HALL	Facilities

Vehicle Assets			
AssetID	Year_	Description	Location
VEH491	2012	DUMP TRUCK	Streets
VEH458	2019	PLUG IN HYBRID	Facilities
VEH8	2002	SERVICE BODY	Streets
VEH501	2022	VAC TRUCK	Streets
VEH440	2017	UTILITY TRUCK	Grounds
VEH464	2022	UTILITY WITH LUMBER RACK	Facilities
VEH480	2022	UTILITY LUMBER RACK	Grounds
VEH479	2017	FORD TRUCK WITH CRANE	Streets
VEH430	2017	DUMP TRUCK	ROW
VEH420	2014	DUMP TRUCK	WWFP
VEH493	2018	TRANSIT VAN	WWFP
VEH46	2007	4 CYD HYBRID	Pool Cars
VEH478	2012	TRUCK	ROW
VEH450	2015	AERIAL LIFT TRUCK Altec S/N#0415FF3857 (LR60E70)	Trees
VEH481	2015	TRUCK	On Call
VEH455	2012	TRUCK	Trees
VEH412	2014	HYBRID CAR	Building Department
VEH451	2018	SPORT UTILITY	Building Department
VEH415	2015	VAN	WWFP
VEH470	2014	TRUCK	Streets
VEH425	2012	TRUCK	Grounds
VEH463	2015	DUMP TRUCK	Grounds
VEH444	2019	UTILITY BOX WITH DUMP & B&W HITCH	Grounds
VEH490	2017	ROCK WALL	Park and Rec
VEH418	2013	TRUCK	Grounds
VEH475	2016	TRUCK	Grounds
VEH434	2020	DUMP TRUCK	Grounds
VEH500	2020	UTILITY BED W LUMBER RACK	ROW
VEH409	2013	FLAT/DUMP TRUCK	Grounds
VEH489	2012	UTILITY AND DUMP	Grounds
VEH499	2016	AERIAL LIFT TRUCK (Altec S/N#1216FF5848 (LR758)	Trees
VEH462	2015	SHOP TRUCK	Fleet
VEH429	2012	CRANE TRUCK	Streets
VEH428	2014	TRUCK	Streets
VEH402	2017	UTILITY AWD	Code Enforcement
VEH472	2020	PICKUP	Grounds
VEH414	2015	VAN	Facilities
VEH495	2013	TRUCK	Fleet
VEH461	2016	TRUCK	Facilities
VEH419	2016	4X2 SUPERCAB	Streets
VEH64	2007	SERVICE BODY	Facilities
VEH494	2015	TRUCK	Grounds
VEH471	2016	HYBRID	Pool Cars
VEH422	2016	TRUCK	ROW
VEH90	2008	HYBRID	Building Department
VEH465	2018	TRUCK	Trees
VEH484	2019	DUMP	ROW
VEH439	2019	UTILITY BOX WITH DUMP B&W PENTAL HITCH	ROW
VEH432	2017	PICKUP UTILITY BOX AND 1500 LB CRAIN	Traffic Department

Vehicle Assets			
AssetID	Year_	Description	Location
VEH433	2017	TRUCK WITH LIFTMOORE CRANE	Trees
VEH411	2014	HYBRID	Building Department
VEH453	2016	HYBRID	PW Design
VEH443	2019	CODE CAR	Code Enforcement
VEH407	2015	TRUCK	Trees
VEH468	2016	AERIAL LIFT TRUCK Altec S/N#0316DE18750 (AT37G)	Streets
VEH445	2020	PICKUP	Grounds
VEH454	2016	ELECTRIC CAR	Pool Cars
VEH492	2019	CODE CAR	Code Enforcement
VEH467	2016	FLATBED TRUCK	Streets
VEH485	2016	HYBRID	Building Department
VEH476	2017	LEGEND TRUCK	Streets
VEH417	2013	TRUCK	Grounds
VEH452	2011	HYBRID	Building Department
VEH498	2012	UTILITY AND RACK	Grounds
VEH426	2016	HYBRID	PW Design
VEH400	2015	VAN	Facilities
VEH405	2017	XL WAGONLWB	Pool Cars
VEH6	2008	FLATBED/DUMP	Streets
VEH483	2017	UTILITY TRUCK	Grounds
VEH448	2012	TRUCK	Fleet
VEH77	1999	MINI TRUCK	Grounds
VEH488	2015	ELECTRIC CAR	Facilities
VEH421	2016	HYBRID	Building Department
VEH473	2017	TRUCK	Grounds
VEH436	2017	TRUCK	Grounds
VEH401	2019	HYBRID PICK UP	Trees
VEH31	2008	UTILITY W/DUMP	Grounds
VEH41	2002	PICKUP TRUCK	Park and Rec
VEH437	2019	PLUG IN HYBRID	Building Department
VEH403	2017	BOOM TRUCK	Streets
VEH460	2018	TRANSIT CONNECT VAN (POOL CAR)	Pool Cars
VEH469	2017	CARES COMMUNICATIONS VAN	Fleet
VEH2	1988	FLAT BED	Grounds
VEH435	2017	UTILITY TRUCK	Grounds
VEH486	2017	UTILITY BED TRUCK	Facilities
VEH447	2017	TRUCK	Streets
VEH413	2012	UTILITY AND RACK	Grounds
VEH466	2018	CHIPPER TRUCK	Trees
VEH438	2020	CODE CAR	Code Enforcement
VEH431	2021	TRUCK	Grounds
VEH477	2020	UTILITY TRUCK DUMPBED	Grounds
VEH497	2017	PICK UP WITH DUMP BED INSERT	Grounds
VEH42	2002	PICKUP TRUCK	Park and Rec
VEH427	2020	PICK UP UNTILITY	Traffic Department
VEH496	2017	PICK UP WITH DUMP BED INSERT	Grounds
VEH459	2013	TRUCK	Streets
VEH80	2007	P/U SERVICE BODY	Grounds
VEH424	2012	ECONOLINE	Facilities

Vehicle Assets			
AssetID	Year_	Description	Location
VEH38	2006	AERIAL TRUCK (Altec S/N#0506DE7091 (AT37G)	Grounds
VEH474	2016	TRUCK	Grounds
VEH487	2021	HYBRID SUV	Building Department
VEH57	2009	AERIAL TRUCK	Traffic Department
VEH423	2019	UTILITY DUMP	Grounds
VEH449	2013	TRUCK	ROW
VEH416	2014	TRUCK	Facilities
VEH410	2016	HYBRID	Pool Cars
VEH482	2016	TRUCK	Fleet
VEH26	2007	CAR	Code Enforcement