

**Office of the City Manager**

City of Richland Hills, Texas

## Memorandum

**To:** Honorable Mayor Edward Lopez and members of the Richland Hills City Council  
**From:** Eric Strong, City Manager  
**Date:** October 14<sup>th</sup>, 2019  
**Subject:** Vehicle Procurement

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### **City Council Action Requested:**

Discussion only

### **Background Information:**

Council has spent a significant amount of time discussing our fleet of vehicles and when and how we replace them going forward. Specifically, staff has been asked to look at the frequency in which we replace our patrol vehicles in the Police Department and our Service Trucks in the Utility Department.

We currently have 10 patrol vehicles in the PD, and nine vehicles in our Public Works Department (the PW vehicles are split amongst the Utility Fund, Drainage Fund and General Fund).

In order to get a better understanding of cost impacts going forward, staff needs to verify the type of replacement schedule that the City Council would like to see for these vehicles. Staff's recommendations are as follows:

1. For Police patrol vehicles, leave them in the regular rotation of patrol for four years, followed by one year of being a "reserve" vehicle. We would then sell or repurpose the vehicle after five years.
2. For Public Works service trucks, replace them every seven years, which would be approximately 65,000-75,000 miles, based on our typical usage.

The average cost of a patrol vehicle, after all aftermarket equipment is added, is approximately \$65,000. The average cost of a Public Works truck is approximately \$40,000.

In very rough numbers, this means we will be spending approximately \$130,000 per year on PD vehicles and \$51,500 per year on PW service trucks.

Staff needs to understand if this is in line with council's desired direction, or if you want to approach this differently. Once we figure all of that out, we can come back to you with more detailed pricing and payment options.

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