

BINS City Vehicle Program

What is currently happening?

- Inspectors use their own personal vehicles for daily inspections. The City reimburses them \$0.575 per mile they drive and \$25 per month allowance for wear on their vehicles.
- 2014 Budget had a total of \$19,300 for BINS to cover mileage and vehicle allowance. BINS used \$18,356.40 of that total budget in 2014.
- 2015 Budget has a total of \$18,000 for BINS to cover mileage and vehicle allowance.
- WAPD buys 4-5 new squad vehicles per year and sells the old ones for around \$2,000 each which goes into the City's General Fund.

What would change under this proposal?

- Instead of selling the former squad vehicles at the auction right away, the WAPD would give them to BINS at no charge.
- BINS would keep 9-10 vehicles at a time, rotating them out every 2 years depending on how many squad vehicles the WAPD gets rid of each year.
- During the summer, there are 9 inspectors that would use the vehicles. A 10th car would be kept on hand in case of damage or repairs to one of the other 9 vehicles, or in case the Plan Reviewer or other office personnel needed a vehicle for a site visit or to go to training.
- Once BINS has used the vehicles for 2 years, they would then be sold at auction and the money returned to the General Fund.
- The vehicles would only put on an additional 8,000-9,000 miles over the course of the 2 years, which should not greatly detract from their value at the auction.
- The inspectors would drive the re-purposed squad cars and get gas at the DPW filling station.
- The vehicles would be stored at City Hall in the auxiliary parking lot across 75th Street close to the alley.
- The vehicles will be maintained by the Police Department until handed over. The computers, siren, lights, etc. would all be removed and installed on the new replacement squad cars as if they were being sold.

What will the new program cost?

- In 2014, BINS recorded approximately 32,000 miles. If the vehicles get 15 miles per gallon, and if gas goes up to \$4 per gallon, this would cost the city \$8,500 in gas. If the vehicles get better gas mileage or if gas prices stay under \$4, the cost will be much less.

- Minor maintenance such as oil changes would cost approximately \$100 per year per vehicle per year (\$1,000 for the department total). The vehicles would be taken out for oil changes because DPW staff is working hard to maintain the current fleet and this will be a way to not burden them even more.
- Minor repairs may come up from time to time. I would propose to budget no more than \$500 per vehicle max over the 2 years of the vehicle, which would be a budget of \$2,500 per year in maintenance. This may not even be used, but it is good to have it in the budget. With regular oil changes and with them being maintained up until the point when they are turned over to BINS by the WAPD mechanic, they should not need many repairs.
- If any major repairs come up and are needed, the vehicle would be analyzed for the feasibility of the repair. If a major repair is needed, the vehicle would just be sold at auction and the inspector could use the 10th vehicle or go back to using their personal vehicle until a new squad car is ready.
- The high total estimate for these vehicles comes to \$12,000 in gas and maintenance per year. As I mentioned, if gas is cheaper, if they get better gas mileage, or if major repairs are not needed, the actual costs of operation would be much lower.

What other costs or issues may come up?

- Title: The vehicles are already in the CWA's name, so there is no transfer of ownership needed.
- License plates: Municipal license plates would be required to be purchased per vehicle (\$5 each with \$1 transfer every other year).
- Identification: ITC has door magnets which could be used on each vehicle to eliminate the need to have decals installed. These could then be used from vehicle to vehicle each time a vehicle is replaced at no cost.
- Insurance: Rebecca Grill spoke to our insurance company and they said it would cost the City around \$36 per vehicle. For budgeting purposes, we will conservatively estimate the increase in insurance at \$50 per vehicle (\$500 per year for 10 vehicles)
- Security: ITC has said that cameras could be installed on the auxiliary parking lot with signage to deter vandalism.
- GPS: ITC has said that GPS units could be installed on the vehicles in the future in a similar way the units are used right now in DPW.
- City Policy: The city has a policy on city vehicles already in place. I don't see any changes needed to accommodate the use of the vehicles by BINS.
- Start: The WAPD has 4 vehicles that should be ready in early June to be transferred to BINS if we would like, with 4-5 more next April or May.

To summarize:

- The program has a lot of variables at this time, which is why I would like to propose a 6 month trial period.
- The vehicles are currently being sold for approximately \$2,000 each at auction each year. With 2 more years and at most 9,000 more miles, I would hope we can still sell them for \$1,500. This would result in \$2,500 less in the General Fund each year.
- Gas and maintenance on the vehicles would not be any more than \$9,500-\$12,000 per year.
- A total cost for insurance, license plates, and other miscellaneous expenses would cost no more than \$650, not including GPS devices or security cameras.
- This proposed project should not cost any more than \$12,500-\$15,000 per year when it is fully up and running, which includes the loss of revenue when the vehicles are being resold. BINS currently budgets \$18,000 for mileage, resulting in a savings of \$3,000-\$5,500 per year.
- When you factor in the other benefits to this project, such as a more professional image, improve customer service, and increased staff morale, as well as the cost savings to the City, I see this as a positive step for the City to take.