



Board of Commissioners Special Meeting Minutes
Wednesday, November 20, 2024 at 5:00 PM
City Hall

1. Call to Order

Mayor Winecoff called the meeting to order at 6:30 p.m.

Attendance:

Mayor Jeff Winecoff
Commissioner David Mammay
Commissioner Kim Sherwood
Commissioner Teagan Hall
Commissioner Justin Lovin
City Manager Gordon Hargrove
Police Chief Kevin Smith
Finance Director Brandon Stevens
Assistant City Manager Nicole Morgan
City Clerk Tanya Shannon

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Approval of the Special Agenda

A Motion was made by Commissioner Hall to approve the Special Agenda and was seconded by Commissioner Sherwood. *Unanimous Vote; Motion Carried.*

4. Presentation for Enterprise Fleet Management Service

Mr. Garrett Graff, Client Strategy Manager with Enterprise Fleet Management, attended the meeting to discuss their leasing program. He presented a PowerPoint presentation, which is attached to the meeting minutes.

Commissioner Sherwood asked for clarification on the number of vehicles needed. Chief Smith indicated that six vehicles are needed at this time. Commissioner Hall inquired about how many vehicles the city currently has in this program. Chief Smith responded that five vehicles are part of the program. He noted that two vehicles were flooded in PTC #8, and one was damaged in a rear-end collision caused by another vehicle traveling at high speed, which resulted in the police vehicle being totaled.

There was further discussion regarding how the insurance from the at-fault party would cover the damages. Mr. Graff explained that Enterprise has a risk team that would pursue the insurance company and send a check to the city. Mr. Stevens stated that he would look into whether any payments had been received from the liable insurance company.

Mayor Winecoff inquired about the types of vehicles currently in the program. Chief Smith responded that they are Ford Explorers, which have had numerous issues. He offered to provide the service records for these vehicles

and expressed a preference for Dodge Durango's, stating they have a better service record. Commissioner Hall asked whether the existing Ford Explorers in the fleet would be retained. Chief Smith explained that they would review the fleet to identify the oldest vehicles. If any city-owned vehicles do not belong in the leasing program, they would be offered for sale through GovDeals, with the proceeds going into the general fund. Commissioner Mammay questioned whether there would be a difference in insurance coverage. Mr. Stevens said he would look into it and report back. Commissioner Sherwood requested confirmation that each vehicle would have a lease cost of \$872 per month. Chief Smith said that was correct.

Manager Hargrove stated that the Board approved a new position in the Police Department in the FY24-25 budget. He mentioned that Chief Smith had informed him it would be more beneficial to prioritize better-conditioned vehicles instead of filling the new position at this time. Mr. Hargrove indicated that a budget amendment could be made to transfer the appropriated funds for the new position to cover the necessary vehicle purchases. The department is currently in greater need of vehicles than new officers.

Mayor Winecoff requested a detailed breakdown of the cost difference between current payments and those projected for the next fiscal year. Mr. Stevens will provide this information at the next meeting.

Commissioner Hall noted that tire services represent a significant expense for the city. She inquired whether this service includes the mounting and balancing of tires. Mr. Graff confirmed that it does cover both processes for one complete set of tires for each vehicle. However, the city would need to fund any additional tires required. Manager Hargrove mentioned that due to the high volume of tire needs throughout each budget cycle, the mechanics department has recommended allocating funds in next year's budget for a machine that can perform tire balancing. This would allow the department to handle the work in-house instead of relying on external services.

There was a discussion about the estimated cost of a vehicle, which is around \$42,000, not including equipment. Chief Smith pointed out that last year's budget for two vehicles totaled \$115,000, with \$15,000 allocated for upfit costs. Commissioner Lovin confirmed that leasing from Enterprise would be more cost-effective in the long run. He explained that at the end of the vehicle's life, the equipment could either be sold or reallocated. Mr. Graff clarified that while the title for the vehicles would be registered under Enterprise, the registration itself would be under the City. Another question raised was about the lead time for the vehicles' arrival. Mr. Graff stated that they could come directly from the lots, as he has contract pricing arrangements with the dealerships. He also mentioned that if the vehicles are needed by January, he can facilitate that. Commissioner Hall inquired whether the vehicles would be new or used. Mr. Graff confirmed that they would be new. Mr. Stevens will look into the costs related to insurance, the payout for a wrecked vehicle, the total cost for six vehicles, and the comparison between acquiring four vehicles now versus two at a later date. He will also develop a roadmap for future budget costs. The Board reached a consensus for Mr. Stevens to gather more information and report back at the December meeting.

Being that there were no further questions or comments, Commissioner Sherwood made a Motion to adjourn and Commissioner Lovin seconded. ***Unanimous Vote; Motion Carried.***

Adjourned- 5:31 P.M.

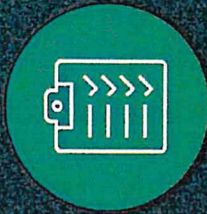



Mayor, Jeff Winecoff


Clerk, Tahya Shannon

City of Boiling Spring Lakes

Garrett Graff – Enterprise Fleet Management



TODAY'S AGENDA

- PROGRAM OVERVIEW

- OPTIMAL TIME TO REPLACE

- FLEET PROFILE

- VEHICLE PRICING

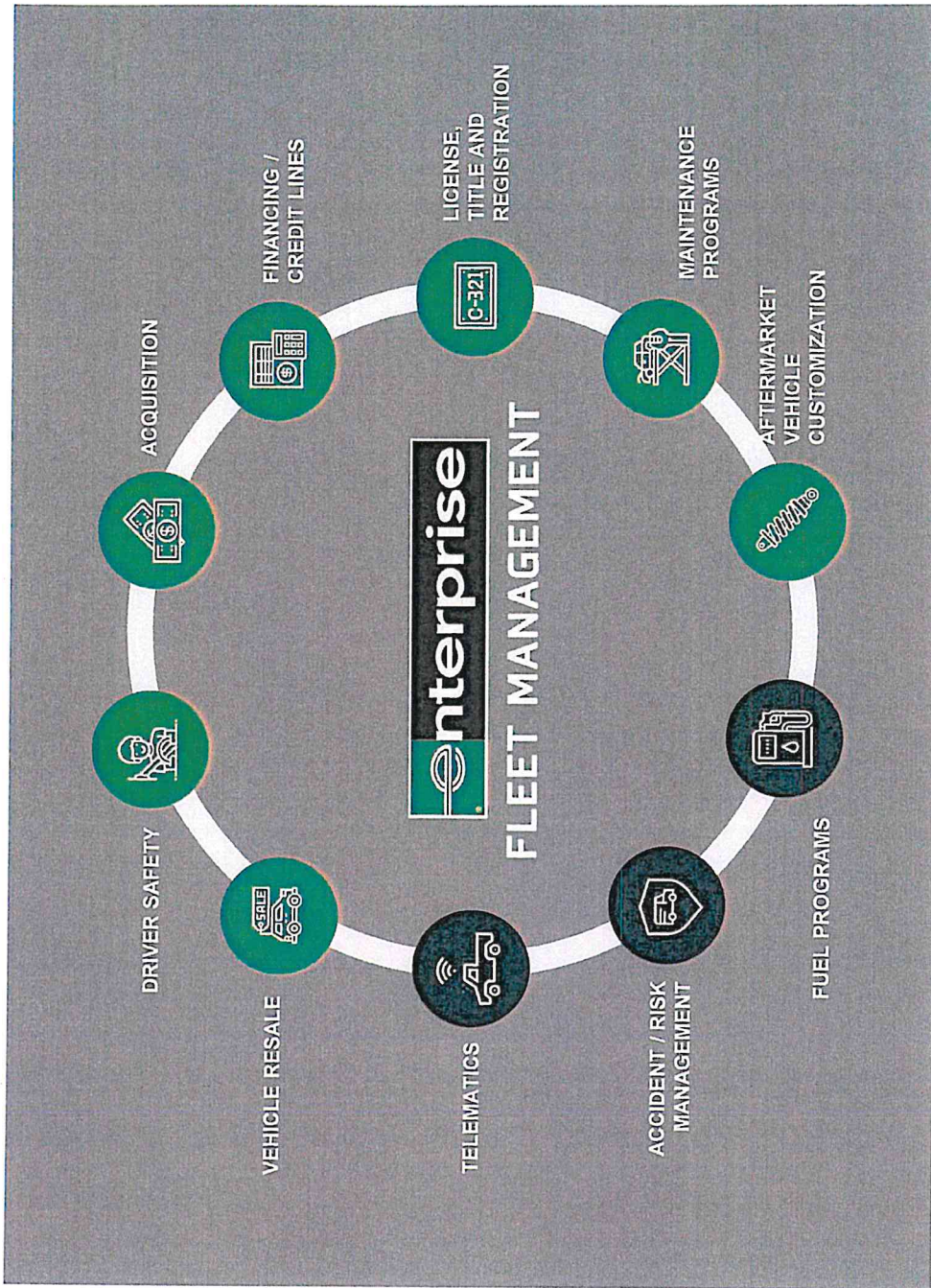
- NEXT STEPS

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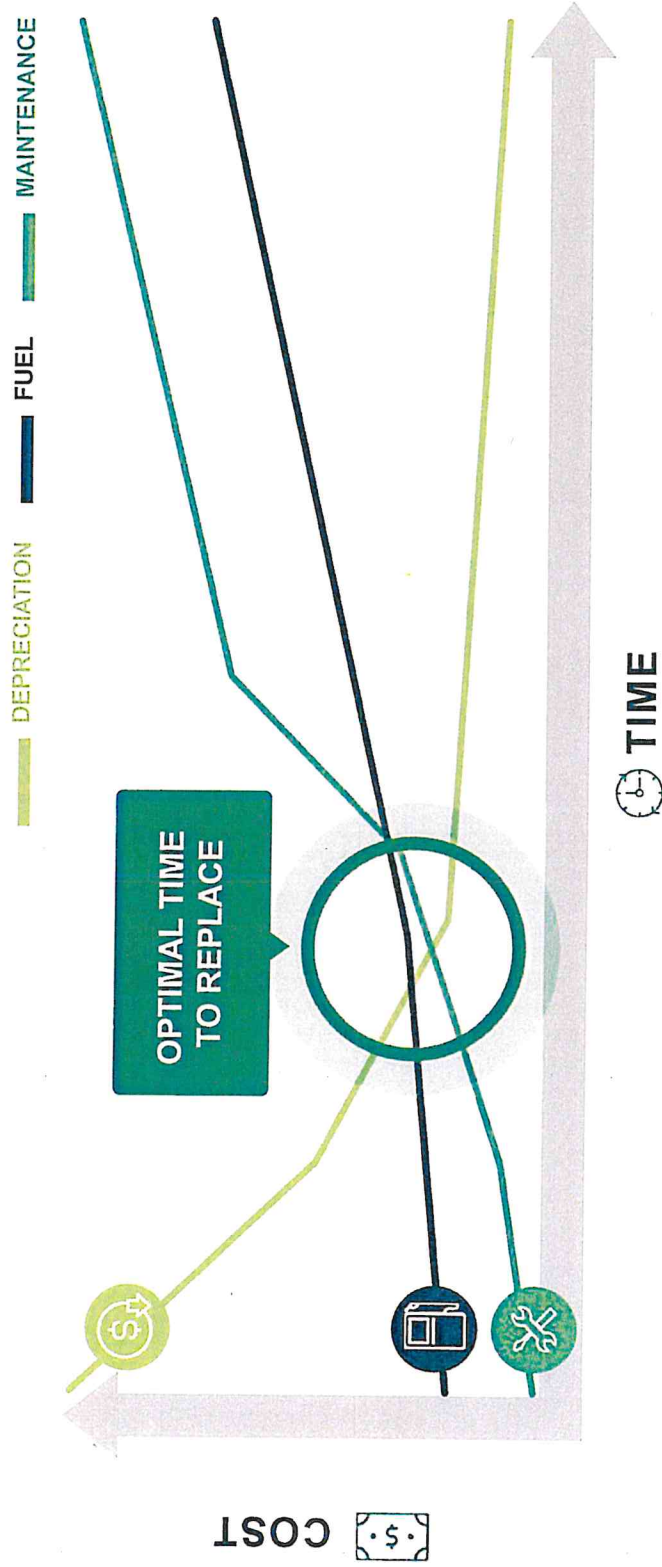
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enterprise
FLEET MANAGEMENT

EFFECTIVE VEHICLE LIFECYCLE

Determining the right time to replace vehicles



MAINTENANCE PROGRAMS

Vehicles in your fleet are covered in two ways. Coverage may vary by vehicle, so double-check your agreements to see which program applies.

FULL MAINTENANCE PROGRAM

The Full Maintenance Program includes all scheduled maintenance. Drivers will need to show the service provider the Enterprise Fleet Management Card from the eFleets Mobile App or Driver Quick Reference Guide, and we will handle the rest.

INCLUDES:

- Full maintenance fees cover the majority of the vehicle's maintenance and repairs.
- Brakes and tires are optional to the full maintenance program. Your service center will check the Enterprise National Service Department (NSD) upon arrival to see if they are included in your program.
- Repairs as a result of neglect, abuse or collisions.
- Repairs to aftermarket equipment
- Glass-related repairs
- Body damage

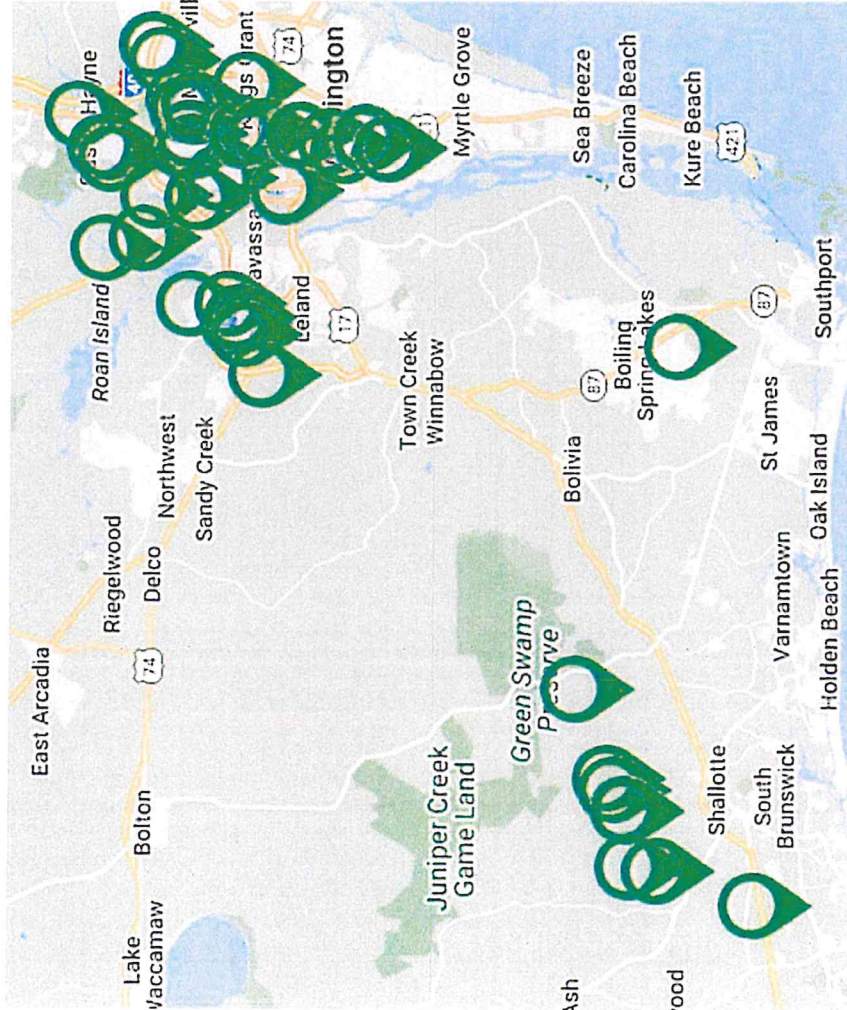
DOES NOT INCLUDE:

MAINTENANCE MANAGEMENT PROGRAM

- Maintenance fees and expenses will be listed on your monthly invoice. Each vehicle in your fleet has its own main Maintenance Card, and each card has a self-authorization threshold assigned to it. If work exceeds the threshold, the service provider will request authorization from the NSD.

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53 MAINTENANCE AND REPAIR LOCATIONS NEAR "28461"



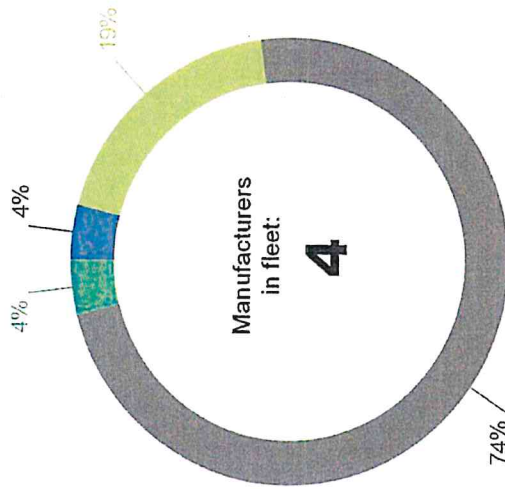
Fleet Profile



Total fleet size: Total fleet value:

27 **\$392,031**

Manufacturer breakdown

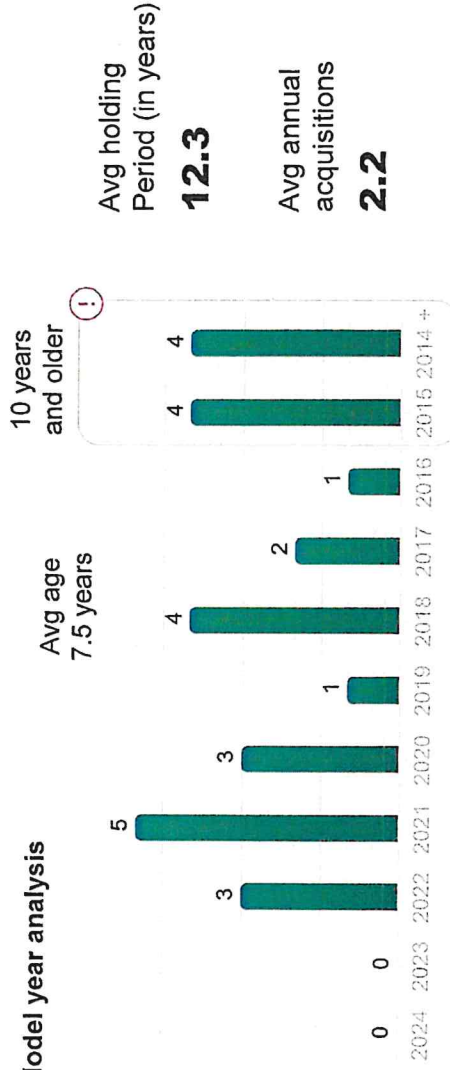


- Dodge
- Chevrolet
- Ford
- RAM

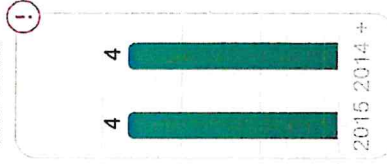
Manufacturers in fleet:

4

Model year analysis

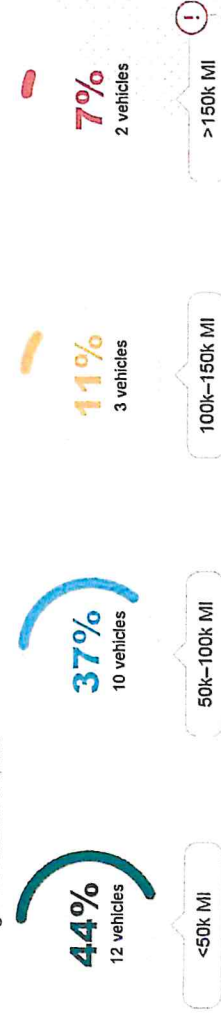


10 years and older



Odometer distribution

Average Odometer: 61,491





Open-End (Equity) Lease Rate Quote

Quote No: 8471123

Prepared For: City of Bowling Spring Lakes
Stevens, Brandon

Date 11/20/2024
AE/AM RTG/jg

Unit #
Year 2025 Make Dodge Model Durango
Series Pursuit-4dr All-Wheel Drive
Vehicle Order Type Ordered Term 60 State NC Customer# 597259

All language and acknowledgments contained in the signed quote apply to all vehicles that are ordered under this signed quote.

Order Information
Driver Name
Exterior Color White Knuckle Clearcoat
Interior Color Black w/Cloth Bucket Seats w/Shift Inset or
Lic. Plate Type Unknown
GVWR 0

Capitalized Price of Vehicle 1
Certain Other Charges 2.5500% State NC
Initial License Fee
Registration Fee
Other: (See Page 2)
Capitalized Price Reduction
Gain Applied From Prior Unit
Security Deposit
Taxes

Total Capitalized Amount (Delivered Price)
Depreciation Reserve @ 1.5000%
Monthly Lease Charge (Based on Interest Rate - Subject to a Floor) 2
Total Monthly Rental Excluding Additional Services

Additional Fleet Management
Master Policy Enrollment Fees
Commercial Automobile Liability Enrollment
Liability Limit \$0.00
Physical Damage Management
Full Maintenance Program 3 Contract Miles 0
Incl. # Brake Sets (1 set = 1 Axle) 0
Additional Services SubTotal
Tax 0.0000%
State NC
Total Monthly Rental Including Additional Services
Reduced Book Value at 60 Months
Service Charge Due at Lease Termination

Comp/Coll Deductible 0/0
Over/Mileage Charge \$0.00 Per Mile
Tires 0
Loaner Vehicle Not Included



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Liability Limit \$0.00
Physical Damage Management
Full Maintenance Program 3 Contract Miles 0
Incl. # Brake Sets (1 set = 1 Axle) 0
Additional Services SubTotal
Tax 0.0000%
State NC
Total Monthly Rental Including Additional Services
Reduced Book Value at 60 Months
Service Charge Due at Lease Termination

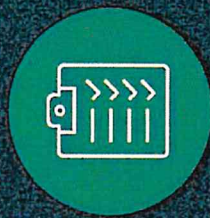
Comp/Coll Deductible 0/0
Over/Mileage Charge \$0.00 Per Mile
Tires 0
Loaner Vehicle Not Included

Dodge Durango Pursuit

Capitalized Price (Includes Incentives)	After Market Equipment	Total Capitalized Price Including AME	After Market Down Payment	Delivered Price	Year	Make	Model	Trim Level	Quantity	Term	Estimated Annual Mileage	Monthly Cost (Lease Payment)	Maintenance Management	Annual Cost Including Maintenance by Quantity
\$41,836.00	\$0	\$41,836	\$0	\$41,836.00	2025	Dodge	Durango	Pursuit	1	60	15,000	\$872.32	\$7.00	\$10,551.84

Dodge Durango Pursuit With After Market

Capitalized Price (Includes Incentives)	After Market Equipment	Total Capitalized Price Including AME	After Market Down Payment	Delivered Price	Year	Make	Model	Trim Level	Quantity	Term	Estimated Annual Mileage	Monthly Cost (Lease Payment)	Maintenance Management	Annual Cost Including Maintenance by Quantity
\$41,836.00	\$17,350.00	\$59,186.00	-\$9,675.00	\$50,511.00	2025	Dodge	Durango	Pursuit	1	60	15,000	\$1,063.48	\$7.00	\$12,845.76



NEXT STEPS

- **IMPLEMENT MAINTENANCE ON FLEET**
 - **DECEMBER 1ST**
- **EXECUTE ON 9 POLICE UNITS**
 - **NOVEMBER 22ND**
- **ANNUAL CLIENT REVIEW**
 - **FEBRUARY 20TH**

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