

REQUEST FOR COUNCIL ACTION

SUBJECT: Amendment to the Fleet Management Board description.

SUMMARY: See attached Background Discussion

**FISCAL
IMPACT:** None

STAFF RECOMMENDATION:

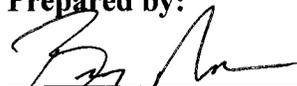
Staff recommends approval of the amendment to the Fleet Management Board description.

MOTION RECOMMENDED:

"I move to adopt Resolution No. 14-222 approving the amendment to the Fleet Management Board description.

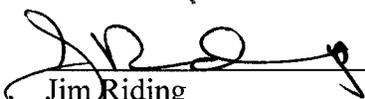
Roll Call vote required

Prepared by:



Ben Roueche
Fleet Manager

Reviewed by:



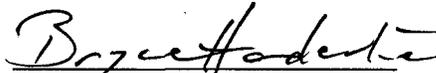
Jim Riding
CIP/Facilities Project Manager

Reviewed as to Legal Sufficiency:



Jeffery Robinson
City Attorney

Recommended by:



Bryce Haderlie
Interim City Manager

BACKGROUND DISCUSSION:

The Fleet Management Board met on November 19 to discuss items regarding the City's fleet. One of the items of discussion was a change to the Fleet Management Board description. The proposal was made to have the Fleet Manager serve as the Chairman of the Fleet Board. Being a non-voting member of the Board, it was felt the Fleet Manager would be as unbiased as possible while still looking out for the best interests of the City.

Attachment:

Fleet Management Board Description

THE CITY OF WEST JORDAN, UTAH

A Municipal Corporation

RESOLUTION NO. 14-222

A RESOLUTION APPROVING THE AMENDMENT TO THE FLEET MANAGEMENT BOARD DESCRIPTION

WHEREAS, Whereas, the City Council of the City of West Jordan has reviewed the attached amended Fleet Management Board Description and,

WHEREAS, the City Council of the City of West Jordan desires to approve the attached amendment to the Fleet Management Board Description,

NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF WEST JORDAN, UTAH, THAT:

Section 1. The amendment to the Fleet Management Board Description is approved.

Section 2. This Resolution shall take effect immediately upon passage.

Adopted by the City Council of West Jordan, Utah this 3rd day of December, 2014..

Kim V. Rolfe
Mayor

ATTEST:

MELANIE S. BRIGGS
City Recorder

Voting by the City Council	"AYE"	"NAY"
Jeff Haaga	_____	_____
Judy Hansen	_____	_____
Chris McConnehey	_____	_____
Chad Nichols	_____	_____
Ben Southworth	_____	_____
Justin D. Stoker	_____	_____
Mayor Kim V. Rolfe	_____	_____

FLEET MANAGEMENT BOARD

1. Fleet Management board. There is established a City fleet management board which is empowered to provide oversight of operations and decisions regarding City vehicles. The board shall be advisory to the City Manager and City Council and shall have such responsibilities as are set out by this policy and by other City policies. The board's function is to assist in providing cost effective, efficient, and safe fleet operations and vehicle use and maintenance.

2. Board purpose. The purpose of the Board is to provide independent oversight of operations and decisions affecting City Vehicles, and to enforce provisions of this policy. The Board shall be guided by the overarching principle of acting in the best interest of City taxpayers, with particular emphasis focused on providing cost-effective, efficient, and safe fleet vehicles and operations.

3. Board membership.

A. The board shall consist of 7 persons, chosen as follows:

1. One representative of the City Council selected by the Council;
2. One representative of the Finance Department selected by the CFO;
3. One representative of the Police Department selected by the Chief of Police;
4. One representative of the Fire Department selected by the Fire Chief;
5. One representative of the Public Works Department selected by the Department Director;
6. The City risk manager and fleet manager shall serve as ex officio, non-voting members of the board.

~~B. A chair of the board shall be selected by majority vote of the board members on an annual basis.~~ The City Fleet Manager shall serve as the Board Chairman.

4. Board meetings.

A. The chair of the board shall provide notice of each board meeting to board members as early as possible, but no less than seventy-two hours before the scheduled meeting time. A notice, with agenda, will be prepared at least twenty-four hours in advance of each meeting.

B. A quorum of the board consists of 4 voting members.

5. Board responsibilities.

A. The board's responsibility shall primarily consist of monitoring and reviewing all matters regarding City fleet management, providing policy direction regarding vehicle use, replacement and other operations, monitoring fleet's budget and expenses, and proposing fleet policies for adoption by the City Manager.

B. The Board shall establish procedures for its own internal operations.

6. Reporting. Fleet shall report the Board's decisions to affected organizations.

7. Implementation. Each affected organization shall implement Board decisions.

8. Review of Board Decisions.

- a. Any Department Director may appeal any action taken by the Board to the City Manager.
- b. The City Manager may supplant or overturn any action taken by the Board.