



CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

MEMORANDUM

To: Mayor Eisenbeisz and Assembly Members

Thru: John Leach, Municipal Administrator

From: Chad Goeden, Police Chief

Date: September 17, 2025

Subject: Supplemental Appropriation for Patrol Vehicles

Challenges:

The Sitka Police Department is currently budgeted to have nine officers, four sergeants, two lieutenants and one chief. We are currently slated to have eight pursuit-rated patrol vehicles and at this time we have seven functioning pursuit vehicles and one ordered replacement. The Police Department is actively recruiting to fill our vacant positions and has officers (permanent or temporary) assigned to all 7 functioning vehicles with one of the seven being shared. The Police Chief and Lieutenant do not currently drive pursuit-rated vehicles on a daily basis.

Patrol vehicles experience more extreme operations in all conditions to include high idling, long service hours, and frequent emergency response. As mileage increases, reliability and safety decline while maintenance costs rise. CBS vehicles currently have calendar (age) and use (mileage/hour) benchmarks used to evaluate replacement timelines based on their designation (Light Duty/Heavy Duty/Police). The police designation flow chart starts with assessment once the vehicle reaches three years of service followed by annual evaluation for maintenance issues until fifteen years. The light duty flow chart starts with an assessment at ten years and with high maintenance or mileage (>100K miles) is slated for replacement. In the absence of high mileage or maintenance the vehicle is scheduled for replacement at fifteen years.

Three of the seven vehicles currently in use have greater than 100K miles on them with another vehicle approaching this benchmark within the next eighteen months.

Analysis

Replacement of two police patrol vehicles, 459 and 503, is being requested outside of the normal budget process due to high mileage, condition and production constraints for

Ford pursuit-related vehicles. The deadline for the current production cycle is November 1, 2025. Vehicles ordered by that date will take six to nine months to arrive. Orders placed after that deadline will not arrive for eighteen to twenty-four months. If vehicles are not ordered now, the Police Department would be without reliable replacements for nearly two years.

The vehicles identified for replacement currently have a combined sinking fund balance of \$164,750. The purchase, outfitting, and shipping of each vehicle is approximately \$115,000, leaving a combined funding gap of \$65,250 for the two vehicles.

These replacements are within the established replacement cycle, but the rising cost of vehicles has made it increasingly difficult for existing sinking funds to fully cover purchase costs.

Fiscal Note

The General Fund will transfer \$65,250 from working capital to the Central Garage Fund. Appropriations for fixed assets in the Central Garage Fund will increase by \$230,000.

If approved, new sinking funds for each vehicle will be established during the FY2027 budget process. Assuming an eight-year savings period, the annual sinking fund contribution is projected at \$14,375 per vehicle.

Recommendation

Approve a supplemental appropriation to transfer \$65,250 from General Fund working capital to the Central Garage Fund and increase Central Garage fixed asset appropriations by \$230,000 to purchase two Ford patrol vehicles for the Police Department.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2025-25
AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA MAKING SUPPLEMENTAL
APPROPRIATIONS FOR FISCAL YEAR 2025
(Police Vehicles)

BE IT ENACTED by the Assembly of the City and Borough of Sitka, Alaska as follows:

1. **CLASSIFICATION.** This ordinance is not of a permanent nature and is not intended to be a part of the Sitka General Code of the City and Borough of Sitka, Alaska.

2. **SEVERABILITY.** If any provision of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and application thereof to any person and circumstances shall not be affected thereby.

3. **PURPOSE.** The purpose of this ordinance is to make a supplemental Operations appropriation for FY2025.

4. **ENACTMENT.** In accordance with Section 11.10 (a) of the Charter of the City and Borough of Sitka, Alaska, the Assembly hereby makes the following supplemental appropriation for the budget period beginning July 1, 2025 and ending June 30, 2026.

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<u>FISCAL YEAR 2026 EXPENDITURE BUDGETS</u>
GENERAL FUND AND INTERNAL SERVICE FUND
General Fund – Transfers: Increase appropriations by \$65,250 to be transferred to the Central Garage fund for procurement of two Ford patrol vehicles for the Police Department.
Central Garage – Fixed Assets: Increase appropriations in the amount of \$230,000 for procurement of two Ford patrol vehicles for the Police Department.

EXPLANATION

Funding is needed for the purchase of two Ford patrol vehicles for the Sitka Police Department totaling \$230,000. There is an existing sinking fund balance of \$164,750 in Central Garage for these vehicles, with the remaining balance of \$65,250 funded by a transfer from General Fund working capital.

5. **EFFECTIVE DATE.** This ordinance shall become effective on the day after the date of its passage.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 14th day of October 2025.

ATTEST:

Timothy Pike, Deputy Mayor

Sara Peterson, MMC
Municipal Clerk

1st reading: 9/23/2025
2nd and final reading: 10/14/2025

Sponsor: Administrator