



November 10, 2025

To: Sam Anselm, City Administrator
Kellie Mayers, City Clerk

From: Kristopher Bates, Purchasing Agent

Re: Surplus Vehicles

Executive Summary

The Police Department and Utilities Department recommends the following vehicles be declared as surplus and disposing of said assets in accordance with city code.

Discussion

The Police Department regularly upgrades vehicles in the patrol fleet through the CIP process. When the new vehicles arrive and are put into patrol service, older vehicles are generally removed from service. The Police Department has a 2020 Dodge Durango due to fleet upgrades and additions. Additionally, the Police Department has a ATV that was donated to the department many years ago and is not a viable asset any longer.

The Utilities Department has a Vermeer Micro Trencher that they do not have use for. The designed serviceability of the machine is too small for the types of work required by the department.

Department	Year	Make/Model	VIN
Police	2020	Dodge Durango	1C4RDJFG2LC205353
Police	1996	Honda/Fourtrax 300 4x4	478TE1505TA804105
Utilities		Vermeer RTX550	1VR911255H1002206

Fiscal Impact

Revenue from sales of surplus property is included in the annual budget and any proceeds from the sale of assets are returned to the appropriate fund.