

	CITY OF PALM DESERT ADMINISTRATIVE PROCEDURES	
	<i>Subject</i>	Fleet Replacement Schedule
	<i>Policy No.</i>	PW-002A
	<i>Date Issued:</i>	June 26, 2025
	<i>Approved by</i>	Resolution 2025-
	<i>Authored by</i>	Public Works Department

SECTION I: PURPOSE

These Administrative Procedures formalize the City of Palm Desert's vehicle replacement planning process through the implementation of a Fleet Replacement Schedule (Schedule). This procedure supports the City's broader Fleet Management Policy (Policy No. PW-002).

SECTION II: BACKGROUND

Replacement planning is a standard practice of public fleet management. A structured Schedule aids long-term budget forecasting, maintains service reliability, and ensures vehicles are replaced before safety or maintenance concerns. The Schedule was developed based on vehicle age, mileage, condition, utilization, and departmental input, and is intended to transition the City from a single-year acquisition model toward phased, multi-year planning. A twenty to thirty-year plan will be developed based on the replacement requirements in this schedule and added as an exhibit to this policy.

SECTION III: REVIEW AND UPDATES

This Schedule will be reviewed annually as part of the City's budget process. Any proposed adjustments will be coordinated by the Public Works Department and submitted to the City Manager for consideration and City Council approval as necessary.

SECTION VIII: VEHICLE REPLACEMENT AND SUSTAINABILITY

The City maintains a structured vehicle replacement plan aligned with California Air Resources Board (CARB) regulations and internal sustainability goals. Vehicle replacement is based on age, mileage, maintenance history, and operational need.

Target Replacement Cycles:

- Sedans / Light Trucks: 8 years or 100,000 miles
- Heavy Equipment: 10-12 years
- Specialty Units: Based on duty cycle and usage

Sustainability Goals:

- Transition 75% of the light-duty fleet to electric or hybrid vehicles by 2030
- Reduce fleet greenhouse gas emissions by 25% over 10 years

Replacement planning is coordinated with the budget process and updated through the City's capital improvement strategy. Vehicle replacement planning shall be a collaborative process between the user Department and Fleet Management to ensure that replacement units are appropriately matched to

operational requirements. Any changes to the established replacement strategy must receive prior approval from the City Manager.

ATTACHMENTS

A. Fleet Replacement Schedule