

# MEMORANDUM

September 6, 2024

**TO:** Dave Somers, Snohomish County Executive

**VIA:** Ken Klein, Executive Director

**VIA:** JaNae Nelson, Director, Facilities & Fleet

**FROM:** Rachael McNeil, Manager, Fleet Services Division

**SUBJECT:** Elected Officials' Vehicle Reimbursement For 2025

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## Summary

SCC 3.36.035 allows Council to establish a monthly vehicle reimbursement allowance for elected officials based upon an annual review of ER&R costs by the Director of Facilities.

### 3.36.035 Payment for elected officials.

(2) In any year for which a monthly vehicle allowance is established by ordinance as provided in this subsection any elected official designated in SCC 3.36.030 using his or her own vehicle for travel for county purposes may be paid a vehicle allowance on a monthly basis of not more than 99 percent of the average monthly ER&R cost for replacement, maintenance, insurance and fuel expenses of a standard size county pool vehicle as determined by the director of facilities management.

Average Monthly Vehicle Ownership and Operating Cost	\$451.98
AAA Estimated Insurance Cost	\$143.58
Total	\$595.56
99% Maximum	\$589.60

## Background

Table 1 below shows the background data from which the average monthly ER&R cost was calculated. The miles accumulated on these vehicles are representative of miles traveled by county officials conducting county business. Costs are based on the 2023 actual cost of fuel and repair/maintenance, adjusted to 2025 projected costs and using 2023 actual usage data for average, and small SUVs owned by the county and selected for similarity in their usage profile.

A small SUV (most typically the Ford Escape) was used due to its commonality as an administrative and/or pool vehicle within the Snohomish County fleet. One hundred and

sixteen of these vehicles are in-use within the fleet, making it the most common, or “standard” pool vehicle.

**TABLE 1 - OPERATING COSTS**

A. Annual Fuel Cost for 116x small SUVs (Administrative Driving)	\$94,936.50
B. Annual Maint. and Repair Cost for 116x small SUVs	\$77,716.71
C. Annual Projected Replacement Cost for 116x small SUVs	\$456,503.66
D. Average Annual Fuel Cost Per Vehicle (A/116 vehicles)	\$818.42
E. Average Annual Repair and Maintenance Cost Per Vehicle (B/116 vehicles)	\$669.97
F. Average Annual Projected Replacement (Ownership) Cost Per Vehicle (C/116 vehicles)	\$3,935.38
G. TOTAL Annual Average Operating and Ownership Costs (D+E+F)	\$5,423.77
H. TOTAL Monthly Average Operating and Ownership Costs (G/12)	\$451.98

SCC 3.36.035 requires that the ER&R cost provided by the Director of Facilities for a standard pool vehicle include the cost of insurance. ER&R costs do not include insurance premiums because the County is self-insured, and each department pays a premium to Risk Management that covers County vehicles & equipment operated by employees of the department. In lieu of ER&R costs for insurance, Fleet researched private-party insurance costs and found that according to AAA, the average annual insurance premium for drivers is \$1,723 per year, or \$143.58 per month (<https://newsroom.aaa.com/wp-content/uploads/2024/08/YDC-Brochure-FINAL-9.2024.pdf>).