Sustainable Fleet Policy

Contents

1. **Purpose** 1
2. **Applicability** 1
3. **Policy** 1
4. **Policy Non-Compliance** 3
5. **Audit** 3
6. **Definitions** 3
7. **Approval and Revision History** 3
8. **Background** 3

1. Purpose

Buncombe County's Board of Commissioners passed the County's Strategic Plan with a goal to reduce greenhouse gas emissions (GHG) both internally and for the community. Vehicle fleet fossil fuel consumption contributes to a significant portion of the County's GHG emissions. This policy sets standards for Buncombe County's fleet procurement and maintenance program in an effort to ensure a reduction in the County's GHG emissions.

This policy is intended to direct the County to procure sustainable vehicles and meet strategic goals by focusing on two specific strategies:

- Reducing energy consumption: reduce fuel consumed by internal combustion engines by right sizing the fleet and by deploying telematics technologies.
    - Engage in continued process for right-sizing the fleet through several strategies including but not limited to: reviews of fleet inventory, utilization reporting, and assessing the potential for and implementing vehicle-sharing/ motor pools
    - Deploy telematics technologies to reduce fuel consumption on new and legacy fossil fuel-powered vehicles
- Shift County fleet operations toward renewable energy by phasing out fossil fuels. This will be accomplished by:
    - Ensuring fleet procurements align with strategic goals by purchasing zero or low emission vehicles
    - Synchronizing alternative fuel infrastructure deployment with vehicle purchases

2. Applicability

This policy applies to all Buncombe County departments and employees unless there is a conflict with GS 153A-103 related to hiring, discharging, and supervising employees. Such an exclusion is noted at the end of this policy. Otherwise, departments may adopt and enforce policies that are more restrictive than County Policy.

3. Policy

3.1. Purchase/Replacement: To ensure that all vehicle purchases align with the County's GHG goals, proposed vehicle purchases will be assigned to a tiered system based on the degree of emissions reduction. Internal staff will identify the highest tier in which a suitable replacement vehicle is

available based on available vehicle technologies and will also identify the specific vehicle make and model that supports fleet standardization. Consideration will be given to operational needs (ex.- pursuit-rated public safety vehicles) in assessing the available vehicles. Appeal process instructions are listed in the accompanying procedures.

3.1.1. Vehicle Replacement Tiered Structure:

Tier I – Zero emission vehicle
Tier II – Alternative fueled internal combustion engine
Tier III – Hybrid internal combustion engine
Tier IV – Conventional internal combustion engine – Gasoline
Tier V – Conventional internal combustion engine – Diesel

3.2. Funding: Vehicles will be funded through the capital improvement process. Departments are encouraged to seek alternative funding sources such as grants, so long as they are able to purchase vehicles from the approved tier, as laid out in this policy and procedures. Vehicle leases and long-term rentals must be approved by Fleet Management and must comply with the purchasing requirements established in this policy and procedures.

Funding for EVs and other alternative fueled vehicles should follow the vehicle replacement process that is laid out in this policy. Internal work will be conducted to find the most effective source of funding if outside resources are needed to pilot new technologies in order to push the County forward to achieve strategic goals (i.e. grants, lease options, etc.).

3.3. Data Collection: In order to make effective decisions, the County relies on data collection and a thorough analysis of available fleet information. Several methodologies may be used, but the following three types of data should be leveraged whenever possible.

- Telematics data: this data includes vehicle movement patterns, vehicle utilization, and vehicle idling time.
- Electric Capacity and Efficiency: The capability of County facilities to support the deployment of EV charging infrastructure, and the extent to which the County is optimizing the use of EV charging assets.
- Total Cost of Ownership (TCO) model: The model includes the total cost of maintenance, fuel, and upfront capital cost of the vehicle.

A vehicle analysis will be considered to ensure budgetary alignment. Staff will use available data to identify vehicles that are underutilized by miles or hours of operation. This analysis will include a comparison between the total cost of ownership for a vehicle compared to the actual usage. At that time, it will be determined whether vehicles should be reassigned to other areas of need or eliminated from the fleet completely.

3.4. Charging Infrastructure: All County facility renovations or new construction projects will include necessary electric vehicle charging infrastructure as appropriate. County departments will utilize the most efficient mix of charging infrastructure that is sufficient to maintain a minimum daily charge (based on operational need) for their EV fleet. Buncombe County will deploy charging stations and will align charging needs based on available data. Infrastructure charging deployments will be prioritized based on:

- Site EV charger readiness factors include existing electrical load, capacity of site, underground conduit and electrical line capacity
- EV suitability of vehicles by site
- Existing EV deployments
- Departmental requests

4. Policy Non-Compliance

Employees willfully violating the terms and conditions of this policy may be subject to appropriate disciplinary action, up to and including dismissal.

5. Audit

All policies for Buncombe County may be subject to audit or review as outlined in the Internal Auditor's Statement.

6. Definitions

6.1. **Greenhouse Gas** – A gas that absorbs and emits radiant energy within the thermal infrared range and which cause increased global temperatures resulting in severely negative environmental impacts

6.2. **Telematics –** in-vehicle technology that transmits real-time data on location, performance, and driver behavior to inform fleet management decisions

6.3. **Electric Vehicle (EV)** – A vehicle that is propelled by one or more electric motors using energy stored in rechargeable batteries.

7. Approval and Revision History

Policy Origination Date:	October 27, 2020
Requires Board Approval:	☐Yes ☒No
Board Approval Date:	December 22, 2020
Policy Exclusions:	None
Revision History:	5/1/26: clarified purpose statement, added vehicle evaluation team, updated definitions, moved procedural verbiage from policy, removed board approval

8. Background