

## Fleet Tips Summary

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Dear Reader:

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We hope this information will be useful to you; reference to it will assist you with many of the questions that will arise in your tenure with municipal government. However, the *Tennessee Code Annotated* and other relevant laws or regulations should always be consulted before any action is taken based upon the contents of this document.

Please feel free to contact us if you have questions or comments regarding this information or any other MTAS website material.

Sincerely,

The University of Tennessee  
Municipal Technical Advisory Service  
1610 University Avenue  
Knoxville, TN 37921-6741  
865-974-0411 phone  
865-974-0423 fax  
[www.mtas.tennessee.edu](http://www.mtas.tennessee.edu)

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## Fleet Tips Summary

**Reference Number:** MTAS-1962

In summary, MTAS recommends optimizing municipal fleet operations through:

- Considering municipal fleet as a large investment that requires excellent management.
  - Using good fleet management software in decision making.
  - Centralizing fleet management.
  - Hiring an experienced fleet manager.
  - Establishing a vehicle replacement plan and fund to buy future vehicles and equipment.
  - Establishing an internal service fund to charge maintenance/repairs back to departments.
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