

**MEMORANDUM
PROBATION DEPARTMENT
COUNTY OF PLACER**

TO: Honorable Board of Supervisors

FROM: Stephen G. Pecor, Chief Probation Officer

DATE: April 11, 2007

SUBJECT: Budget Revision and Acquisition of New Vehicles for the Probation Department

ACTION REQUESTED

It is respectfully requested that your Board take four actions: Approve a budget revision of \$248,000 to reflect recent grant awards (\$124,000 in grant revenues, \$100,000 from UAIC and \$24,000 from the Office of Traffic Safety for DUI activities; and \$124,000 in related expenditures, \$31,500 for diversion programs in conjunction with CSOC, \$20,000 for dispute resolution services, \$20,000 for marketing the Network of Care Resource Website and \$52,500 for vehicles); authorize the Probation Department to acquire three new vehicles (purchase one vehicle for Diversion programs and lease two vehicles for DUI Task Force activities) at a cost of \$52,500; Amend the Master Fixed Asset List to reflect these acquisitions; and Authorize the Procurement Officer to make the award for these vehicles.

BACKGROUND

We are seeking approval to purchase one new vehicle, a van for use in transporting minors participating in Diversion Program activities. The monies to do this were not budgeted due to approval of grant monies after final budget approval. We are also seeking approval to lease/purchase two new vehicles, both SUV's, for use in DUI Task Force activities. The monies to do this were not budgeted due to approval of grant monies after final budget approval. In order to allow for replacement of these vehicles and track them as fixed assets, we would like to have these vehicles included on the Master Fixed Asset List. Finally, in order to expedite this process we would like to have the Procurement Officer authorized to make the awards for the acquisition of these vehicles.

FISCAL IMPACT

The budget revision represents new grant monies earmarked for specific purposes. Should the Board elect to deny the budget revision and related acquisition of vehicles, the monies earmarked for these vehicles will need to be returned to the granting agencies. Accordingly, appropriation of the funds to pay for this equipment will not have any additional net fiscal impact on the County General Fund.



COUNTY OF PLACER PROBATION DEPARTMENT

Stephen G. Pecor
Chief Probation Officer

MEMORANDUM

TO: Katherine Martinis, Placer County Auditor-Controller

FROM: Chris T. Artim, Senior Administrative Services Officer

DATE: March 13, 2007

RE: Probation Department Budget Revision

Enclosed please find a seven total line budget revision for the Probation Department dated 3/14/2007. This revision is necessary to reflect the availability of \$100,000 in grant funding from UAIC and \$24,000 in grant funding from the Office of Traffic Safety for DUI Task Force activities. Mark Giacomini, Probation's CEO Budget Analyst, is aware of this revision and expecting it. If you have any questions, please call me at x7912.

Thank you.

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