

MEMORANDUM

DEPARTMENT OF PUBLIC WORKS
County of Placer

TO: BOARD OF SUPERVISORS

DATE: December 19, 2006

FROM:  KEN GREHM/CHUCK GORDON

SUBJECT: **VEHICLE ADDITIONS TO THE FY 2006-07 MASTER FIXED ASSET LIST AND CORRESPONDING BUDGET REVISION (Action)**

ACTION REQUESTED / RECOMMENDATION

Approve the addition of seven (7) vehicles to the Fiscal Year 2006-07 Master Fixed Asset List as were approved in the Final Budget at the department level, but were omitted from the Fleet Fund. Approve a corresponding budget revision to increase the Fleet Services Fund's appropriations and revenues which will allow for procurement of these vehicles.

BACKGROUND / SUMMARY

During the budgeting process for Fiscal Year 2006-2007, several departments requested the addition of vehicles to their budgets to accommodate operational changes and staffing increases. These vehicles were included in the Board of Supervisor's Final Budget, but while the funding was budgeted in department budgets, the corresponding Fleet Services Fund adjustments were overlooked. Approval of this Board action allows for purchase of the vehicles and adds these vehicles to the Fleet. Vehicles that will be added to the Master Fixed Asset List in Fleet Services are:

<u>Department/Division</u>	<u>Vehicle</u>	<u>Amount</u>
CDRA /Engineering-Survey	1 Compact Pickup	\$26,000
	1 Hybrid Sedan	\$30,000
CDRA/Building Inspection Clerk-Recorder/Elections	1 Mid-Size SUV	\$26,000
	1 Intermediate Sedan	\$18,500
Facilities/Parks Department of Public Works/Tahoe Design	1 Mini Cargo/Pass Van	\$24,000
	1 1 Ton Pickup	\$30,000
	1 Compact 4X4 Pickup	\$22,000

This Board action corrects an administrative oversight and adds the vehicles to the Master Fixed Asset List. In addition, two (2) sport utility vehicles currently on the list need to increase from \$65,000 to \$90,000 as the amount listed was understated.

FISCAL IMPACT

Approval of this action has no fiscal impact on the General Fund as funding for the above vehicles has already been appropriated within the respective department/division budgets and approved by your Board with the adoption of the Final Budget. Funds will be transferred to the Fleet Services Fund from the departments to cover the purchase prices of the vehicles.

Attachment: Budget Revision

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