



Contra
Costa
County

To: Board of Supervisors
From: INTERNAL OPERATIONS COMMITTEE
Date: March 21, 2023

Subject: 2021/22 ANNUAL REPORT ON THE FLEET INTERNAL SERVICE FUND AND DISPOSITION OF
LOW MILEAGE FLEET VEHICLES

RECOMMENDATION(S):

RECEIVE the 2021/22 annual report from the Public Works Director on the Internal Services Fund and status of the County's Vehicle Fleet.

FISCAL IMPACT:

Reassigning underutilized vehicles would increase cost efficiency, but the fiscal impact was not estimated.

BACKGROUND:

In FY 2008/09, the Board approved the establishment of an Internal Services Fund (ISF) for the County Fleet, administered by the Public Works Department. Each year, the Public Works Department Fleet Services Manager analyzes the fleet and annual vehicle usage, and makes recommendations to the IOC on the budget year vehicle replacements and on the intra-County reassignment of underutilized vehicles, in accordance with County policy. The Board requested the IOC to review annually the Public Works Department report on the fleet and on low-mileage vehicles.

Attached for the Committee's review is the 2021/22 annual report on the ISF and

☒ APPROVE

☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR

☒ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **03/21/2023** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Ken Carlson, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: March 21, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Julie Enea (925)
655-2056

cc:

low-mileage vehicles, as prepared by the Public Works Department. This report was presented to the Internal Operations Committee by Deputy Public Works Director Joe Yee and Fleet Services Manager Ricky Williams, and is hereby forwarded to the Board for its information.

ATTACHMENTS

2021/22 Fleet Internal Service Fund and Underutilized Vehicle
Report