



**SAN BENITO COUNTY  
AGENDA ITEM  
TRANSMITTAL FORM**

Dom Zanger  
District No. 1

Kollin Kosmicki  
District No. 2

Mindy Sotelo  
District No. 3  
Vice-Chair

Angela Curro  
District No. 4  
Chair

Bea Gonzales  
District No. 5

---

**Item Number: 1.10**

**MEETING DATE:** 02/06/2024

**DEPARTMENT:** RESOURCE MANAGEMENT AGENCY

**AGENDA ITEM PREPARER:** Kevin Kimura

**DEPT HEAD/DIRECTOR:** Steve Loupe

**SUBJECT:**

**RESOURCE MANAGEMENT AGENCY- S. LOUPE, PUBLIC WORKS ADMINISTRATOR**

Approve a capital budget adjustment to purchase a 2024 utility truck for an amount not to exceed \$80,000.00 for the Facilities/Grounds Maintenance department by re-allocating \$60,000.00 in approved capital equipment budget for a boom lift and a forklift to the 2024 utility truck and, transferring \$20,000.00 from the approved operating budget for the vehicle lease account to the fixed asset equipment other than computer account. (4/5 vote required)  
SBC FILE NUMBER: 105.3

**AGENDA SECTION:**

CONSENT AGENDA

**BACKGROUND/SUMMARY:**

The Facilities/Grounds Maintenance department needs another utility truck capable of carrying tools and other equipment necessary to respond to maintenance trouble tickets and emergency repair calls for County facilities. Response time to emergency or major repair calls takes longer due to four staff having to share two utility trucks and one regular pickup which is old and has more than 200,000 miles on it. Acquiring this additional utility truck would increase the department's efficiency in responding to trouble calls.

Operating budget of \$20,000 was approved in the department's vehicle lease budget which was earmarked for an additional truck lease over five years. However, management has determined that purchasing one from a local dealer for an amount not to exceed \$80,000.00 is more economical over the life of the asset. The balance of \$60,000.00 for the purchase would be funded by re-allocating the currently approved fixed asset capital equipment budget of \$60,000.00 for a boom lift and fork lift toward

the new truck purchase.

**RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:**

No

**CONTRACT NEEDED FOR THIS ITEM:**

No

**CONTRACT AND RFP HISTORY:**

N/A

**LAST CONTRACT AMOUNT OR N/A:**

N/A

**STATE IF THIS IS A NEW CONTRACT/ HOW MANY PAST AMENDED CONTRACTS/ OR N/A:**

N/A

**STRATEGIC PLAN GOALS: 1. Operational Development & Excellence**

Yes

**STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth**

Yes

**STRATEGIC PLAN GOALS: 3. Technology**

No

**STRATEGIC PLAN GOALS: 4. Community Engagement**

No

**STRATEGIC PLAN GOALS: 5. Health & Safe Community**

No

**BUDGETED:**

No

**BUDGET ADJUSTMENT NEEDED:**

No

**SOURCE OF FUNDING:**

General Fund

**UNFUNDED MANDATE:**

N/A

**SBC BUDGET LINE ITEM NUMBER:**

101.70.1290.1000.619.185 LEASE VEHICLE 101.70.1290.1000.650.302 FIXED ASSETS  
EQUIP OTHER THAN COMPUTER

**CURRENT FY COST:**

\$80,000.00

**STAFF RECOMMENDATION:**

Staff respectfully recommends that the Board: approve a capital budget adjustment to purchase a 2024 utility truck for an amount not to exceed \$80,000.00 for the Facilities/Grounds Maintenance department as follows:

- 1) Re-allocate \$60,000.00 in approved capital equipment budget for a boom lift and a forklift to the 2024 utility truck; and,
- 2) Transfer \$20,000.00 from the approved operating budget for the vehicle lease account to the fixed asset equipment other than computer account. (4/5 vote required)

**BOARD ACTION RESULTS:**

Item postponed to a later date per staff.

**ATTACHMENTS:**

[Budget Adjustment - 80K BDG MAINT UTL TRUCK](#)