



**Public Defender
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

KUYLER CROKER
District One

PETE VANDER POEL
District Two

AMY SHUKLIAN
District Three

J. STEVEN WORTHLEY
District Four

MIKE ENNIS
District Five

AGENDA DATE: March 6, 2018

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>

CONTACT PERSON: Lisa Bertolino PHONE: 636-4500

SUBJECT: Approve a Capital Asset purchase of two vehicles

REQUEST(S):

That the Board of Supervisors:

1. Approve a capital asset purchase of two vehicles in an amount not to exceed \$44,000.
2. Approve the necessary budget adjustments per the attached AUD 308 (4/5ths vote required.)

SUMMARY:

The Public Defender Department requests the purchase of two Toyota Corollas to be used by the Investigators and Social Workers in an amount not to exceed \$44,000. In January 2018, the Public Defender Department transferred two vehicles to the Tulare County Purchasing Department to be disposed of through the County surplus program. The vehicles required extensive maintenance and repairs to remain in operation. The department is requesting authority to purchase two Toyota Corollas to replace the two vehicles.

Public Defender Investigators and Social Workers are assigned County vehicles. Investigators use the assigned vehicles daily to investigate criminal matters referred to the Public Defender's office and to gather evidence and testimony for presentation in court. Social Workers also conduct investigations to develop and prepare evidence to be presented in court and other client services.

SUBJECT: Approve a Capital Asset purchase of two vehicles

DATE: March 6, 2018

FISCAL IMPACT/FINANCING:

The Public Defender Department will use salary savings from attorney vacancies in positions #07848 and #07852, in the amount of \$44,000 to fund the purchase of the two vehicles. The AUD 308 will adjust expenses from salary lines to appropriate funds for the purchase of the vehicles. There is no Net County Cost.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's five-year Strategic Business Plan and Management System include Safety and Security initiatives to provide for the safety and security of the public. This purchase will help fulfill this initiative.

ADMINISTRATIVE SIGN-OFF:

Lisa Bertolino
Tulare County Public Defender

cc: Auditor-Controller
County Counsel
County Administrative Office (2)

Attachment(s) AUD 308

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF APPROVE A)
CAPITAL)
ASSET PURCHASE OF TWO VEHICLES) Resolution No. _____
) Agreement No. _____
)

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD _____
_____, BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: MICHAEL C. SPATA
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

1. Approved a capital asset purchase of two vehicles in an amount not to exceed \$44,000.
2. Approved the necessary budget adjustments per the attached AUD 308 (4/5ths vote required.)

AUD-308 - Budget Adjustment Form

8:57 AM

02/16/18			9/18	2018
Date	Document ID Number	Accounting Period	Budget Fiscal Year	
Public Defender		Kathleen Walker	636-4500	
Agency Name		Contact Person	Phone	Extension

Action** A,C,D	Fund	Dept	Appr #		<u>LEVEL 1 Finish Here</u>	Current Amount	Revised Amount	Inc / Dec Amt	
C	001	210	210SBEN			9,379,594	9,335,594	(44,000)	
C	001	210	210CAP				44,000	44,000	
									-
									-
									-
									-
									-
Appropriations Total						Need Not Equal Zero	9,379,594	9,379,594	-

Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	<u>LEVEL 2 Start Here</u>	Current Amt	Revised Amount	Inc / Dec Amt	
C	001	210	210SBEN	1210	6001			6,562,887	6,518,887	(44,000)	
C	001	210	210CAP	1210	8342				44,000	44,000	
											-
											-
											-
											-
											-
											-
											-
											-
											-
											-
											-
Line Total							Must Equal Zero	\$ 6,562,887	\$ 6,562,887	\$ -	

Reason for Adjustment (To Avoid Correspondence, State Reason in Detail)

To Purchase two (2) Toyota Corolla vehicles.
Use salary savings from vacant positions to offset this expenditure.


Affected Dept Head Signature

Other Affected Dept Head Signature

Checked By: _____
 County Executive Office Action: No. _____ Date: _____
 () Approved () Disapproved

By: _____
 Board of Supervisors Action: No. _____ Date: _____

Entered By: _____
 Date: _____
 Distribution: 1: BOS/CAO/Auditor

** Action Codes: A=Add, C=Change, D=Deactivate
 * Whenever a 93XX account budget is adjusted, a corresponding 94XX account budget must be adjusted in the billing agency, except for ISFs
 * Whenever a 95XX account budget is adjusted, a corresponding 96XX account budget must be adjusted in the billing agency, and vice versa
 * Whenever a 97XX account budget is adjusted, a corresponding 98XX account budget must be adjusted in the billing agency, and vice versa