



WASHOE COUNTY

Integrity Communication Service

www.washoecounty.gov

STAFF REPORT

BOARD MEETING DATE: June 17, 2025

DATE: May 16, 2025

TO: Board of County Commissioners

FROM: Susan Dees, Fiscal Manager, Finance and Administration
Community Services Dept., 328-2044, sdees@washoecounty.gov

THROUGH: Samantha Turner, Division Director, Finance and Administration
Community Services Dept., 328-3600, sturner@washoecounty.gov

SUBJECT: Recommendation to approve the asset reassignment of multiple vehicles from various Washoe County Departments to Equipment Services Fund; and direct the Comptroller's Office to make the appropriate asset adjustments [estimated net \$1,886,971.11]. (All Commission Districts.)

SUMMARY

This item seeks to approve the asset reassignment of multiple vehicles acquired through fiscal year 2025 from various Washoe County departments to Community Services Department, Equipment Services Fund 669. The vehicles represent fleet additions that were purchased entirely by the departments or partially, where Equipment Services paid base replacement costs while Departments paid for the cost of upgrades.

Washoe County Strategic Objective supported by this item: Fiscal Sustainability.

PREVIOUS ACTION

On June 25, 2024, the Board of County Commissioners (Board) approved the asset reassignment of multiple vehicles from various Washoe County departments to Equipment Services Fund 669; and directed the Comptroller's Office to make the appropriate asset adjustments.

Asset reassignments are prepared annually. The Board has approved similar requests since June 2016 through June 2024.

BACKGROUND

Community Services Department Equipment Services Fund 669 is an internal service fund that purchases and maintains vehicles and specialized large equipment for use by other County departments. Equipment Services also collects fees for future replacement of vehicles and other routine costs (maintenance, fuel, asset management, etc.). To adhere to the County's fleet management policy and to properly manage the fleet, vehicles should be capitalized as Equipment Services' assets. As such, the following vehicles require asset reassignment to Community Services Department Equipment

AGENDA ITEM # _____

Services Fund 669. The following asset additions were purchased entirely by various County departments (100% department) or partially funded by the departments to cover upgrade costs only.

EQ#	Description	VIN#	PO#	Department
404192	2024 Honda CRV	536RS4H2XRL011107	45x42426	Juvenile
404256	2024 Chevy Tahoe SSV Patrol-1	1GNSKLED5RR190619	45x41984	WCSO Sheriff
404257	2024 Chevy Tahoe SSV Patrol-2	1GNSKLED1RR190598	45x41984	WCSO Sheriff
404258	2024 Chevy Tahoe SSV Patrol-3	1GNSKLED0RR190981	45x42003	WCSO Sheriff
404259	2024 Chevy Tahoe SSV Patrol-4	1GNSKLED1RR191038	45x42003	WCSO Sheriff
404314	2024 Chevy Equinox	3GNAXSEG1RL303118	45x42314	HSA Homelessness
404411	2024 Chevy Silverado 1500	3GCNDAED3RG332616	45x42320	HSA Senior Services
404412	2024 Chevy Silverado 1500	3GCNDAED0RG332265	45x42320	HSA Senior Services
404416	2025 Chevy Silverado 2500	1GC3KLE79SF104632	45x42541	Parks
404391	Tymco DST-6 Sweeper-1	3BPPHM7X4RF596259	45x42234	Roads
404392	Tymco DST-6 Sweeper-2	3BPPHM7XORF596260	45x42234	Roads
404393	Tymco DST-6 Sweeper-3	3BPPHM7XXRF596265	45x42234	Roads
404255	2024 14K PowerTilt Deckover Eq Trailer	5R8BF2224RM116088	65x5813	Utilities

FISCAL IMPACT

No budget, cash, or expense adjustments are needed. Rather, the vehicles will be reassigned in the County's financial asset system from the various County departments to Equipment Services Fund (669).

The vehicles' historical cost totals \$2,204,855.23 and accumulated depreciation estimated through May 31, 2025, totals \$317,884.12. Within Equipment Services Fund (669), Equipment (170004) and Accumulated Depreciation (173004) will be increased. The net impact to the fund will therefore be an estimated increase of \$1,886,971.11] in capital assets.

RECOMMENDATION

It is recommended the Board of County Commissioners approve the asset reassignment of multiple vehicles from various Washoe County Departments to Equipment Services Fund; and direct the Comptroller's Office to make the appropriate asset adjustments [estimated net \$1,886,971.11].

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve the asset reassignment of multiple vehicles from various Washoe County Departments to Equipment Services Fund; and direct the Comptroller's Office to make the appropriate asset adjustments [estimated net \$1,886,971.11]."