DEPARTMENT: Public Works                      By: Marty Allan                      Phone: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION:    (Policy Item: Yes ____ No ___)

Public Works recommends a resolution authorizing the Fleet Maintenance Division to use window decals for all County-owned vehicles with the exception of Sheriff, Fire, and Road Division.

See attached memo to Janet Hogan.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

No previous actions could be found.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

1) Do not approve request and keep current decal and have to repaint doors at an added expense before selling or in case of lease vehicles, returning to dealer.

COSTS: (X ) Not Applicable                      SPECIAL INSTRUCTIONS:
A. Budgeted current FY> $________________
B. Total anticipated Costs> $________________
C. Required additional funding> $________________
D. Internal transfers> $________________

COSTS: ( ) 4/5th Vote Required
A. Unanticipated revenues> $________________
B. Reserve for contingencies> $________________
C. Source description: _______________________

Balance in Reserve Contingencies, If Approved:
$________________

CLERK'S USE ONLY
Res. No.: 88-173 Ord. No.: __________
Vote - Ayes: _____ Noes: __________
Absent: _____ Abstained: ________

□ Approved  □ Denied
□ Minute Order Attached □ No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office

Date:

ATTEST: __________________________________
      MARGIE WILLIAMS, Clerk of the Board

By: __________________________________
      Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:

This item on agenda as:

     Recommended
     Not Recommended
     For Policy Determination
     Submitted with Comment
     Returned for Further Action

Comment: ______________________________________

C.A.O. Initials: _________________________
INTEROFFICE MEMO:

TO: Janet Hogan, County Administrative Officer
FROM: Marty Allan, Fleet/Fiscal Manager
SUBJECT: Window Decals for Selected County Vehicles

I am proposing to use window decals for all non Road Division County vehicles. They are white letters on a clear background per the sample attached. Many counties throughout the state, as well as the State motor pool, are now using them. The decals we are currently using are very difficult to remove when we sell vehicles, and in most cases, we have to repaint the doors. This is especially important now that we are leasing vehicles that will be turned in at the end of the lease.

The decals would be placed low on the rear side windows on sedans and in the upper left side rear window on pickup trucks. The decals can be easily removed from the widows when the cars are sold or turned in at the end of the lease. They will not interfere with vision with the proposed placement. The cost of these decals is only $2.16 each in lots of 125, $1.24 each in lots of 250 or $.75 each in lots of 500. Our current decals cost $2.25 each in lots of 500.

Road Division, "yellow", vehicles and equipment would still use our current County decals.

I would like to order them soon and would appreciate any comments or suggestions.

cc: Board of Supervisors
    Jeff Green, County Counsel
    Michael Edwards, Director Public Works