

# LAKE ARROWHEAD COMMUNITY SERVICES DISTRICT

## MEMORANDUM

**DATE:** SEPTEMBER 22, 2020

**TO:** BOARD OF DIRECTORS  
Lake Arrowhead Community Services District

**FROM:** MATT BROOKS, Operations Manager  
  
CATHERINE CERRI, General Manager

**SUBJECT:** CONSIDER DECLARATION OF TWO (2) FLEET VEHICLES AS SURPLUS EQUIPMENT, AND PLAN FOR DISPOSAL OF THE SURPLUS EQUIPMENT

### A. RECOMMENDATION

That the Board of Directors approves the recommendation to surplus Unit(s) 66 and 59, and then send them to auction for disposal.

### B. REASON FOR RECOMMENDATION

The District has two (2) fleet vehicles that are in the process of being replaced with new units, and these vehicles have exceeded their useful lives with the District. These units will not be sent to auction until the replacement vehicles have been received.

### C. BACKGROUND INFORMATION

The District is required to properly dispose of surplus equipment in accordance with Government Code and District Policy. The District's Fixed Assets and Surplus Property Policy include a Declaration of Surplus Property Section 3.5, and Disposal of a General Fixed Asset Section 3.6, defining the process for properly disposing of District equipment.

Unit 66 is a 2008 Ford F-150 which is 12 years old with 100,819 miles and has exceeded its useful life and has been replaced.

Unit 59 is a 2002 Ford F-450 which is 18 years old with 62,225 miles and has exceeded its useful life and has been replaced.

**D. FISCAL IMPACT**

The funds received from the sale of the above-mentioned fleet vehicles will be placed into the applicable fund(s). There is no negative fiscal impact to the District.

**E. ENVIRONMENTAL IMPACT**

None. This action does not fall under CEQA requirements.