



MEMORANDUM

Date: July 22, 2022

To: The Honorable Chair and Members
Pima County Board of Supervisors

From: Jan Leshe 
County Administrator

Re: **Fiscal Year End 2022 Take Home Vehicle Report**

In accordance with Administrative Procedure 49-12, our Fleet Services Department prepares a take home vehicle report on an annual basis. Attached is the Fiscal Year End 2022 Report.

The data is used to identify the amount of personal use in commuting by an employee who uses a take home vehicle so that this amount can be added as income for federal and State taxation purposes.

JKL/anc

Attachment

c: Carmine DeBonis, Jr., Deputy County Administrator
Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer
Steve Holmes, Deputy County Administrator
Ellen Moulton, Director, Finance and Risk Management
Ray Ochotorena, Director, Fleet Services



MEMORANDUM

TO: Jan Leshner
County Administrator

DATE: July 21, 2022

FROM: Ray Ochotorena *Ray O*
Director, Fleet Services Department

RE: Fiscal Year End 2022 Take Home Vehicle Reporting

As per the requirements of Administrative Procedure 49-12 Take Home Vehicle Tracking and Reporting, I am providing take home vehicle use by County department.

Department	Daily Use	Part Time Use	Rotating Use	# of TH vehicles
Assessor	1	0	0	1
Constables	9	0	0	9
County Attorney	24	0	5	29
PDEQ	2	1	0	3
Development Services	9	0	0	9
Facilities Management	0	3	20	23
Office of Emergency Management	4	0	4	4
PACC	2	0	2	2
Recorder	1	0	0	1
Regional Flood Control District	4	0	0	4
RWRD	7	0	2	9
Schools	1	0	0	1
Sheriff	11	0	0	11
Transportation	9	2	0	11
Treasurer	1	0	0	1
			Total	118

c: Steve Holmes, Deputy County Administrator