



## Legislation Details (With Text)

**File #:** 23-0853 **Version:** 1 **Name:**  
**Type:** Asset Management **Status:** Passed  
**File created:** 2/2/2023 **In control:** Commissioners Court  
**On agenda:** 2/9/2023 **Final action:** 2/9/2023  
**Title:** Request for approval of a new vehicle control number and changes to attributes of certain VCNs for various departments.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 23-0853 VCNs

Date	Ver.	Action By	Action	Result
2/9/2023	1	Commissioners Court		

**Department:** Universal Services

**Department Head/Elected Official:** Maj. Gen. (Ret) Richard J. Noriega - Executive Director

**Regular or Supplemental RCA:** Regular RCA

**Type of Request:** Asset Management

**Project ID (if applicable):** N/A

**Vendor/Entity Legal Name (if applicable):** N/A

**MWDBE Contracted Goal (if applicable):** N/A

**MWDBE Current Participation (if applicable):** N/A

**Justification for 0% MWDBE Participation Goal:** N/A - Goal not applicable to request

**Request Summary (Agenda Caption):**

Request for approval of a new vehicle control number and changes to attributes of certain VCNs for various departments.

**Background and Discussion:**

Every county vehicle must have a Commissioners Court-approved Vehicle Control Number (VCN). A VCN represents an authorized slot for a specific type of vehicle. Vehicles designed for use on public roads, including vehicles leased for more than 30 days, must be assigned to an approved VCN (heavy equipment and vehicles that require a commercial driver's license are exempt).

VCNs specify the fund (general fund, grant, etc.), the authorized vehicle type, business purpose, whether it's leased vs. owned, and the take-home status for any vehicle that will be put into that VCN.

Changes to a department's list of approved VCNs during the year require Court approval. An approved and

available VCN must be specified before acquiring (including leasing) a vehicle.

**Expected Impact:**

N/A

**Alternative Options:**

N/A

**Alignment with Goal(s):**

- ☐ Justice and Safety
- ☐ Economic Opportunity
- ☐ Housing
- ☐ Public Health
- ☒ Transportation
- ☐ Flooding
- ☐ Environment
- ☐ Governance and Customer Service

**Prior Court Action** (if any):

Date	Agenda Item #	Action Taken
02/25/2014	2.j	Approved
Various		Approved

**Location:**

Address (if applicable):

Precinct(s): Countywide

Fiscal and Personnel Summary			
Service Name			
	FY 23	FY 24	Next 3 FYs
<b>Incremental Expenditures (do NOT write values in thousands or millions)</b>			
Labor Expenditures	\$	\$	\$
Non-Labor Expenditures	\$	\$	\$
<b>Total Incremental Expenditures</b>	\$	\$	\$
<b>Funding Sources (do NOT write values in thousands or millions)</b>			
Existing Budget			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$

Total Current Budget	\$	\$	\$
Additional Budget Requested			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Additional Budget Requested	\$	\$	\$
<b>Total Funding Sources</b>	\$	\$	\$
<b>Personnel</b> (Fill out section only if requesting new PCNs)			
Current Position Count for Service	-	-	-
Additional Positions Requested	-	-	-
<b>Total Personnel</b>	-	-	-

**Anticipated Court Date: February 9, 2023**

**Anticipated Implementation Date (if different from Court date):**

**Emergency/Disaster Recovery Note:** Not an emergency, disaster, or COVID-19 related item

**Contact(s) name, title, department:** Heather Couchene, Procurement Analyst, Universal Services

**Attachments** (if applicable): 1) Vehicle Control Number Requests Summary Report; 2) Vehicle Control Number Requests Detail Report