

Memo

To: Advisory Board of Directors

From: Stacey Yankee, District Administrator
Matt Lemcke, Administrative Services Manager

Date: August 20, 2026

Subject: Request for Relief of Accountability and Authorization to Surplus or Sell Capital Equipment



Background/Discussion:

After review of current vehicles and equipment, staff has identified a Capital item which has no service value to the District. The Taylor & Dunn Electric Cart was purchased in March 2000 and has reached a point where the costs of maintenance exceed the value of the cart.

Staff recommends approval to surplus the equipment as appropriate and approve a relief of accountability in order to clear it off the District fixed asset records.

Asset #51143 Taylor & Dunn Electric Cart.

Recommendation:

Staff proposes that the Carmichael Recreation and Park District Advisory Board of Directors recommend approval of a Relief of Accountability to the County for the cost of Asset #51143; and designate approval to the District Administrator or designee to coordinate surplus of the vehicle.