



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 11/22/2016

Agenda Placement: 6U

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Steven Lederer - Director of Public Works  
Public Works  
**REPORT BY:** Jeff Brooner, Purchasing Manager - 707-259-8188  
**SUBJECT:** Disposal of County Surplus - Fire Vehicles and Equipment

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### **RECOMMENDATION**

County Executive Officer/Purchasing Agent and Fire Chief request the following:

1. Declare certain capital asset fire vehicles and equipment as surplus and no longer required for public use;
2. Authorize the Auditor-Controller to remove these surplus assets from the capital asset listing; and
3. Authorize the sale of certain capital asset fire vehicles and equipment at public auction (4/5 vote required).

### **EXECUTIVE SUMMARY**

County Fire has five (5) vehicles and one (1) piece of equipment, all of which are capital assets, that have outlived their useful lives, have been removed from service, and are no longer required for public use. With approval of today's action the vehicles and equipment will be declared surplus and sold at auction.

California Code Section 25363 authorizes the Board of Supervisors, upon four-fifths vote, to sell at public auction, and convey to the highest bidder, for cash, any property belonging to the County and not required for public use.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Revenue from the sale of surplus vehicles and equipment will be deposited into the Fire Protection Fund (Fund 2100).

Is it Mandatory or Discretionary? Discretionary

Discretionary Justification: The vehicles and equipment recommended for auction have outlived their usefulness, have been removed from service, and are no longer required for public use.

Is the general fund affected? No

Future fiscal impact: None.

Consequences if not approved: Accumulated surplus property would exceed existing storage capacity

Additional Information:

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

County Fire has five (5) vehicles and one (1) piece of equipment, all of which are capital assets, that have outlived their useful lives, have been removed from service, and are no longer required for public use. They will be removed from the County's inventory after they have been sold at auction and the proceeds have been received by the Auditor-Controller.

As a general practice, Fire attempts to fully depreciate vehicles before identifying them as surplus. In some instances, vehicles that have been fully depreciated may be retained if their maintenance costs and condition warrant continued use. Conversely, some vehicles and equipment are declared surplus and disposed of before they have been fully depreciated because the costs to maintain and/or repair them are not justified. Additionally, vehicles that have suffered major collisions, require major engine or transmission work, or have experienced excessive wear or exposure to extremely harsh conditions are generally declared surplus and disposed of if the costs of making the necessary repairs or providing continued maintenance are not justified.

The attached list of capital asset vehicles and equipment have reached the end of their useful lives and will be removed from surplus and sold at auction.

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### **SUPPORTING DOCUMENTS**

A . Surplus Vehicles and Equipment

CEO Recommendation: Approve

Reviewed By: Bret Prebula