



Agenda Date: 12/6/2005
Agenda Placement: 6N

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Kim Henderson for Robert Peterson - Director
Public Works
REPORT BY: Kim Henderson, Staff Services Manager, 259-8382
SUBJECT: Budget Transfer for Equipment Pool

RECOMMENDATION

Director of Public Works requests approval of the following changes to the Equipment Pool budget with increased appropriations to be offset from fund balance and insurance reimbursement. (4/5 vote required)

1. Approval of Budget Transfer No. 28 increasing appropriations by \$62,875 to establish fixed assets for the purchase of a prisoner transport cage, and replacement of two patrol vehicles; and
2. Approval of Budget Transfer No. 29 increasing vehicle modification and parts appropriations by \$145,000 to install emergency response equipment in various vehicles.

EXECUTIVE SUMMARY

Budget Transfer No. 28 will appropriate collected depreciation and available fund balance to purchase three fixed assets. Budget Transfer No. 29 provides for the financial accounting of emergency response equipment modifications from the Sheriff's budget to the Equipment Pool Fund. This change is consistent with best management practices and as a result of discussions between the County Executive Officer, Sheriff and Public Works.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Available Fund Balance
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	These budget transfers are necessary in order to replace, repair and acquire

	replacement vehicles and equipment that have been determined to be unsafe, in need of repair or deemed to have been totalled.
Is the general fund affected?	No
Future fiscal impact:	Replaced vehicles will cost less due to warranties and less frequent repairs.
Consequences if not approved:	Needed acquisitions and repairs will not be accomplished.
Additional Information:	Equipment Pool will fund the purchases of the emergency response equipment modifications with its Fund Balance with the Sheriff making payments to recover the initial cost and replacement cost.

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

Budget Transfer No. 28 will appropriate collected depreciation and available fund balance to purchase the following three fixed assets:

- | An insert cage for a van to securely transport prisoners - \$12,875 fund balance appropriation.
- | Replacement of a patrol unit deemed unsafe and which is fully depreciated - \$25,000 collected depreciation appropriation.
- | Replacement of a totalled patrol vehicle - \$6,000 collected depreciation and \$19,000 insurance reimbursement for a total appropriation of \$25,000.

Budget Transfer No. 29 provides for the financial accounting of emergency response equipment modifications for the Sheriff's vehicles from the vehicle replacement fund balance to the Equipment Pool Fund. This change is consistent with best management practices and as a result of discussions between the County Executive Officer, Sheriff and Public Works.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Andrew Carey