



Agenda Date: 3/27/2007  
Agenda Placement: 6A

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Gabrielle Avina for Ernie Loveless - Fire Chief  
County Fire Department  
**REPORT BY:** Gabrielle Avina, Fire Marshal, 967-1421  
**SUBJECT:** Amendment 1 of Agreement 6530-1 with Timothy Hoyt for Fire Inspection Services

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### **RECOMMENDATION**

County Fire Chief requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 6530-1 with Timothy Hoyt increasing the amount by \$25,000 for a new maximum of \$80,000 and extending the term through June 30, 2007 for fire inspection services.

### **EXECUTIVE SUMMARY**

The County Fire Marshal's Office is responsible for fire-related inspection of building projects in the unincorporated areas of Napa County. This agreement will augment the staff during the convalescence of an injured inspector.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	County Fire Department
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Vacancies in the Fire Marshal's Office have created the need for outside help with these inspections. Mr. Hoyt has the necessary expertise and has been assisting the Fire Marshal's staff with these duties.
Is the general fund affected?	No
Future fiscal impact:	There will be no impact beyond the current fiscal year.
Consequences if not approved:	Inspections will not be made within an acceptable time frame.

Additional Information:                      None.

### **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**

In June 2006 one of the Inspector's from the County Fire Marshal's Office was injured in an off duty accident and has required a long term absence due to her injuries. Initially the inspector was expected to return to work in January so we had written Mr. Hoyt's contract to extend until March in case that date changed. We now have assurance that the inspector will be able to return to work in June and will need to extend Mr. Hoyt's contract to cover her absence.

The County Fire Marshal's Office is responsible for fire-related inspection of building projects in the unincorporated areas of Napa County. Mr. Hoyt has the necessary expertise and has been assisting the Fire Marshal's staff with these duties.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Andrew Carey