NAPA COUNTY BOARD OF SUPERVISORS
Board Agenda Letter

TO: Board of Supervisors
FROM: Stacie McCambridge for Geoff Belyea - Fire Chief
County Fire Department
REPORT BY: Stacie McCambridge, Associate Governmental Program Analyst - (707) 299-1465
SUBJECT: Disposal of County Surplus Vehicles

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

1. Declare certain capital asset vehicles 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 capital asset surplus vehicles at public auction (4/5 vote required).

EXECUTIVE SUMMARY
County Fire has three (3) vehicles, 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, these vehicles
will be declared surplus and sold at auction.

California Code Section 25363 authorizes the Board of Supervisors, upon a 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 & STRATEGIC PLAN IMPACT
Is there a Fiscal Impact? Yes
Is it currently budgeted? No
What is the revenue source? Revenue from the sale of surplus vehicles will be deposited into the
Fire Protection Fund (2100).
Is it Mandatory or Discretionary? Discretionary
Discretionary Justification: The vehicles recommended for surplus 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.
County Strategic Plan pillar addressed: Healthy, Safe, and Welcoming Place to Live, Work, and Visit
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 three (3) vehicles, 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. Vehicles that have been fully depreciated may be retained if their maintenance costs and condition warrant continued use. In some instances, 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. 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 . Fleet Surplus

CEO Recommendation: Approve
Reviewed By: Helene Franchi