



Agenda Date: 7/11/2006
Agenda Placement: 6B

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: John Alexander - Acting Director
Corrections
REPORT BY: Judith Morasci, Admin Office Assistant , 253-4405
SUBJECT: Approval of Budget Transfer # 77

RECOMMENDATION

Acting Director of Corrections requests approval of Budget Transfer No. 77 in the amount of \$6,341 from within the Corrections budget and establishing a fixed asset for the replacement of the heater which provides hot water to the kitchen and laundry. (4/5 vote required)

EXECUTIVE SUMMARY

The Ace Buheller booster heater provides hot water to the facility kitchen and laundry. In order to meet sanitation requirements, it is necessary to have a functional unit. The existing booster heater ceased to operate and it was imperative to replace it with a new model (No. B2G) natural gas booster heater.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Funding is available in the FY 05-06 Corrections budget
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	Yes
Future fiscal impact:	None
Consequences if not approved:	Without the unit it would not be possible to meet sanitation requirements in the overall function of the kitchen during food preparation and handling. This would compromise the safety and health of the persons housed at the facility.
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

The Department of Corrections operates a kitchen and a laundry for the benefit of the persons detained at the facility. It is necessary to provide water hot enough to maintain an appropriate level of sanitation during food preparation, handling, and cleanup. In addition, it is necessary to provide proper sanitation levels while laundering clothing and bedding used by persons housed in this facility. On May 11, 2006, the existing heater that had been in use for many years broke down. Due to the urgency of the situation, the Department did not have time to request prior approval before the heater was replaced. Today's action will establish the correct fixed asset and provide for payment to the vendor.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi