



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 8/27/2019

Agenda Placement: 6E

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: Approval of Budget Transfer for Purchase of Commercial Refrigerator at Station 12

RECOMMENDATION

County Fire Chief requests approval of Budget Transfer No. NCF001 transferring \$10,000 from Special Departmental Expense account to Equipment account within the Fire budget unit and establishment of a fixed asset for the purchase of a commercial refrigerator for the Yountville Fire Station. (4/5 vote required)

EXECUTIVE SUMMARY

County Fire is requesting to purchase a commercial refrigerator for the Yountville Station. The current commercial refrigerator, which is used for the 24 hour shift firefighters, is no longer functioning properly and needs to be replaced.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	County Fire Fund (2100)
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	No
Future fiscal impact:	The future fiscal impact related to the maintenance of the refrigerator will be absorbed by the Fire budget.

Consequences if not approved: Without a new commercial refrigerator the station will have the added expense of frequent costly repairs. A third party has evaluated the current refrigerator and has recommended a complete replacement due to its age and continued maintenance thus far.

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

Staff requests the approval of a Budget Transfer (#NCF001) to enable the purchase of a commercial refrigerator to replace the failing model purchased in 2008 for the Yountville Station. The current appliance is 11 years old and has needed maintenance over the past year. The current model is no longer available making replacement parts scarce and expensive.

The Yountville Fire Station is a 24 hour station staffed with contracted Cal Fire personnel at all times. This appliance is used 3 times a day 7 days a week for 24 hour staff on duty.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi