



Agenda Date: 9/13/2005
Agenda Placement: 6P

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Shelli Brobst for Randolph F. Snowden - Director
Health & Human Services
REPORT BY: Alice Hughey, Chief Fiscal Officer, 253-4616
SUBJECT: Removal of fixed asset from HHSA inventory

RECOMMENDATION

Director of Health and Human Services requests authorization to remove \$6,622.63 of fully depreciated fixed asset from the Health and Human Services Agency's inventory.

EXECUTIVE SUMMARY

The requested action will remove obsolete carpeting from the Health and Human Services Agency's inventory. See Exhibit A for detail.

FISCAL IMPACT

Is there a Fiscal Impact? No

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

This action removes carpeting that was originally installed in 1998 at Community House, a day treatment program, located at 1917 First Street, which was operated by HHSA. The original carpeting was installed at HHSA's expense. In the Spring of 2005, the owner of the property purchased and installed new carpeting at the

owner's expense. The requested action will eliminate the obsolete carpeting from the Health and Human Services Agency's inventory. See Exhibit A for details.

SUPPORTING DOCUMENTS

A . Fixed asset to remove

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita