

BOARD OF SUPERVISORS AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors

105 E. Anapamu Street, Suite 407 Santa Barbara, CA 93101 (805) 568-2240

Department Name: General Services

Department No.: 063

For Agenda Of: January 29, 2019
Placement: Administrative

If Yes, date from:

Vote Required: 4/5

TO: Board of Supervisors

FROM: General Services Janette Pell, Director, 805-560-1011

Contact Info: Joseph Toney, Assistant Director, 805-568-2678

SUBJECT: Fire Department Fuel Donation, Acceptance of Non-Cash Donation Greater than

\$10,000

County Counsel Concurrence

<u>Auditor-Controller Concurrence</u>

As to form: Yes As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Accept a non-cash donation of 3,800 gallons of fuel, valued at \$11,000.00, from IPC (USA), Inc.;
- b) Approve Budget Revision Request #BJE-0006121 to appropriate the donation revenue transfer to the Fire Department Fire Protection District Fund with a corresponding appropriation of the operating transfer into the Fire Protection District Fund for motor pool charges;
- c) Determine that the above recommended actions do not constitute a project subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(4), finding that the actions are the creation of a governmental funding mechanism or other government fiscal activity, which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

Summary Text:

The donation of 3,800 gallons of fuel will be received by the General Services Department Vehicle Operations and Maintenance Fund (Vehicle Operations) on behalf of the Fire Department (Fire) in order to store and maintain. The fuel will not be able to be stored in isolation for Fire and therefore the estimated value of the fuel will be transferred to the Fire Protection District, in the amount of \$11,000.

The recommended action by the Board of Supervisors to accept the referenced non-cash donation is in accordance with California Government Code Section 25355, and Policies & Procedures for the Acceptance of Donations and Gifts to the County.

Background:

The fuel donation of 3,800 gallons, or \$11,000, will be used to fuel Fire's engines, trucks, command vehicles, and for vehicles used by prevention and inspection program staff. Vehicle Operations maintains and stores the County's fuel resources and will accept the fuel on Fire's behalf. The fuel will be comingled with current County fuel as there is not logistical way of segregating out fuel in that volume for the sole use of Fire. In order to ensure that the donation is received directly by Fire, an equivalent cash transfer will be made from Vehicle Operations to Fire. The transfer will ensure that Fire receives the full benefits of the donation and maintains continuity of operations.

Fiscal and Facilities Impacts:

Budgeted: No

Fiscal Analysis:

Funding Sources	Current FY Cost:	Annua On-goin		<u>Total One-Time</u> <u>Project Cost</u>	
General Fund					
State					
Federal					
Fees					
Donation:				\$	11,000.00
Total	\$ -	\$	-	\$	11,000.00

Narrative: The references donations are not budgeted and will be an increase in appropriations. The associated Budget Revision is attached. The fuel donation of 3,800 gallons or \$11,000, will be accounted for as a one-time appropriation of Miscellaneous Revenue-Other Donations.

Attachments:

1. Budget Revision Request #BJE-0006121

Authored by:

Joseph D. Toney, Assistant Director, General Services Brian Duggan, Business Manager, General Services Erik Barker, Fleet Manager, General Services

cc:

Lynne Dible, Chief Financial Officer, Fire Protection District