



Legislation Details (With Text)

File #: 23-0419 **Version:** 1

Type: Report **Status:** Agenda Ready

File created: 3/6/2023 **In control:** Board of Supervisors

On agenda: 3/14/2023 **Final action:** 12/31/2023

Title: Director of Public Works requests approval of a Budget Adjustment increasing appropriations in the Airport Operations Capital Asset account (Fund 5010, Org 5010000, Object 55400) by \$9,299 with an offsetting decrease to fund balance and establishment of a Capital Asset in the amount of \$9,299 for the purchase of a 2022 EZGO RXV battery powered Utility Cart for the Airport (4/5 vote required).

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

TO: Board of Supervisors

FROM: Steven Lederer- Director of Public Works Airport

REPORT BY: Katherine Bales, Assistant Airport Manager

SUBJECT: Budget Adjustment and Establishment of a Capital Asset for a Utility Cart at the Airport

RECOMMENDATION

Director of Public Works requests approval of a Budget Adjustment increasing appropriations in the Airport Operations Capital Asset account (Fund 5010, Org 5010000, Object 55400) by \$9,299 with an offsetting decrease to fund balance and establishment of a Capital Asset in the amount of \$9,299 for the purchase of a 2022 EZGO RXV battery powered Utility Cart for the Airport (4/5 vote required).

EXECUTIVE SUMMARY

The Airport is in need of purchasing a battery powered Utility Cart to maintain and respond to different areas of the airfield. Staff offices are located within different areas of the 600+ acre Airport property and staff is routinely dispatched to various areas requiring driving mobility. Airport Operations is fully staffed and is currently operating with limited equipment. The Utility Cart will be used by staff to respond to various maintenance, inspections, and emergency needs at the Airport. The proposed action will establish a capital asset

in the Airport Division and authorize the Airport to purchase a battery powered Utility Cart.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Where is it budgeted?	Budget transfer is proposed and funds will come from Airport Fund Balance (Fund 5010, Org 5010000).
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Purchase of a new battery powered utility cart is needed to maintain the Airport’s Area of Operations. Airport staff are widely spread out over 600+ acres of property and need mobility with specific characteristics for safety and security of the airfield.
Is the general fund affected?	No
Future fiscal impact:	Normal maintenance costs only. Estimated \$1,000 over a 5-year period. These costs will be included in future Airport Operations budgets.
Consequences if not approved:	If not approved, the airport will not be able to adequately dispatch staff for various maintenance, inspections, and emergency tasks.
County Strategic Plan pillar addressed:	Effective and Open Government

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 proposed action will authorize Napa County Public Works Airport Division to purchase a 2022 EZGO RXV battery powered Utility Cart for staff mobility and maintenance needs on Airport property. Staff routinely responds to various terrain and operational needs throughout 600+ acres. Adding a battery powered utility cart will enable our staff to use the current F250 truck and John Deere 4x4 utility vehicle for airfield purposes that require 4x4 capabilities while other staff utilize the utility cart to perform regular maintenance throughout the hangar spaces and on paved areas.

The Utility Cart purchase includes a utility bed, airfield radio brackets, LED Lighting kit, and fast charger. The lighting kit is required to comply with the Federal Aviation Administration airfield standards. The utility bed has versatility and allows airport staff to respond to various tasks. Being battery powered with fast charging capabilities, it has zero-carbon emissions.