

**SAN MATEO COUNTY**

**Environmental Services Agency**

Date: October 9, 2001

Hearing Date: October 23, 2001

**TO: The Honorable Board of Supervisors**

**FROM: Marcia Raines, Director, Environmental Services Agency** MR

**SUBJECT: Approval of an Appropriation Transfer Request to fund the CDF/San Mateo County Fire Department fleet maintenance program with the City of San Mateo Fire Department**

**RECOMMENDATION:**

Approve an Appropriation Transfer Request (ATR) authorizing the transfer of \$150,000 from unanticipated revenue to Services and Supplies to cover the costs of providing fleet maintenance to the City of San Mateo Fire Department.

**BACKGROUND:**

On July 3, 2001 the California Department of Forestry/San Mateo County Fire Department (CDF/SMCFD) entered into an agreement with the City of San Mateo Fire Department to provide maintenance services for their fleet of Fire Engine Apparatus during fiscal year 2001/2002. The fleet maintenance program is conducted by the CDF/SMCFD shop on Tower Road.

In the first quarter of the fiscal year, six engines and trucks have been inspected and serviced for the standard ninety-day safety inspection. Repairs have been completed as needed during the safety inspections on these San Mateo City Fire apparatus. There is approximately a two-week time frame for the inspection/service for each apparatus. The next four apparatus to be inspected and serviced will enter the shop in approximate two-week intervals.

The maintenance agreement is being executed as planned without any unforeseen major issues to complicate the schedule or the contractual budget. The City of San Mateo Fire Department has indicated this agreement has improved their ability to provide emergency service by not having engines "out of service" as before this agreement and in result has improved the relationship between fire department personnel at the County and the City of San Mateo.

**FISCAL IMPACT:**

The increased appropriation will be completely offset by revenue received from the City of San Mateo Fire Department. The total amount of this agreement is \$150,000, and the proposed ATR will appropriate the revenue into an expenditure account to allocate the funds needed to execute the contract. There is no Net County Cost.

**COUNTY OF SAN MATEO  
APPROPRIATION TRANSFER REQUEST**

REQUEST NO. \_\_\_\_\_

DEPARTMENT Environmental Services Agency- SMC Fire

DATE 10/9/01

**1. REQUEST TRANSFER OF APPROPRIATIONS AS LISTED BELOW:**

C O D E S		AMOUNT	DESCRIPTION
FUND OR ORG.	ACCOUNT		
From	35500	1981	150,000 00 Revenue from contract with the City of San Mateo
To	35800	5410	150,000 00 Funds needed to execute above contract-- mechanical parts, etc.

Justification. (Attach Memo if Necessary)

Acceptance and distribution of revenue from a contract with the City of San Mateo for maintenance of fire apparatus equipment.

DEPARTMENT HEAD

BY: *M. Raines*

DATE 10/9/01

2.  Board Action Required       Four-Fifths Vote Required       Board Action Not Required

Remarks:

COUNTY CONTROLLER

BY:

DATE

3.  Approve as Requested       Approve as Revised       Disapprove

Remarks:

COUNTY MANAGER

BY:

DATE

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BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA  
RESOLUTION TRANSFERRING FUNDS

RESOLUTION NO. \_\_\_\_\_

RESOLVED, by the Board of Supervisors of the County of San Mateo, that

WHEREAS, the Department hereinabove named in the Request for Appropriation, Allotment or Transfer of Funds has requested the transfer of certain funds as described in said Request; and

WHEREAS, the County Controller has approved said Request as to accounting and available balances, and the County Manager has recommended the transfer of funds as set forth hereinabove:

NOW, THEREFORE, IT IS HEREBY ORDERED AND DETERMINED that the recommendations of the County Manager be approved and that the transfer of funds as set forth in said Request be effected.

Regularly passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_

Ayes and in favor of said resolution:

Noes and against said resolution:

Supervisors: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Supervisors: \_\_\_\_\_  
\_\_\_\_\_  
Absent Supervisors: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CHAIRMAN, BOARD OF SUPERVISORS  
COUNTY OF SAN MATEO

\_\_\_\_\_  
Clerk of Said Board

DISTRIBUTION:	— BOARD OF SUPERVISORS
WHITE	— CONTROLLER
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