



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 9/12/2017

Agenda Placement: 6A

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Kim Henderson for JOHN ROBERTSON JR. - Sheriff-Coroner
Sheriff

REPORT BY: Kim Henderson, Sheriff's Administrative Manager - 259-8674

SUBJECT: Re-appropriate funds in SRF for Bomb Truck

RECOMMENDATION

Sheriff requests approval of Budget Transfer No. SHE001 appropriating \$223,930 in the Asset Forfeiture Special Revenue Fund offset by available fund balance to be transferred to the Sheriff's Operations Budget for the purchase of a 2017 Bomb Truck approved in Fiscal Year 2016-2017. (4/5 vote required)

EXECUTIVE SUMMARY

On October 18, 2016, your Board approved the purchase of a Sixteen (16) foot Bomb Truck to be used by the Department's Specialized Bomb Squad offset by the Asset Forfeiture Special Revenue Funds. As the Bomb Truck was not completed by June 30, 2017, staff worked with the Purchasing Division to re-encumber the Purchase Order in Fiscal Year 2017-2018, approved by your Board on August 15, 2017. The Bomb Truck was delivered to the Sheriff's Office, thoroughly inspected and approved for final payment on August 16, 2017.

The Fiscal Year 16-17 Asset Forfeiture Special Revenue Fund budget included an appropriation for a transfer out of funds to the Sheriff's Operations revenue to fully offset the costs of the Bomb Truck. Because the Bomb truck was not received until Fiscal Year 2017-2018, the appropriations were unspent and reverted back to available fund balance. Approval of Budget Transfer No. SHE001 will reestablish appropriation authority in the Asset Forfeiture Special Revenue Fund to be transferred to the Sheriff's Operations revenue to fully offset the cost of the Bomb Truck in the amount of \$223,930.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Asset Forfeitures Special Revenue Fund. Fund 2420 Subdivision 13600053.
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	No
Future fiscal impact:	None.
Consequences if not approved:	The Sheriff's Operations Budget would not receive funds from the Asset Forfeiture Special Revenue Fund and this would become a General Fund cost.

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

On October 18, 2016, your Board approved the purchase of a Sixteen (16) foot Bomb Truck to be used by the Department's Specialized Bomb Squad offset by the Asset Forfeiture Special Revenue Funds. Delivery of the Bomb Truck was estimated for June 2017, however, the truck was not completed until July 2017 due to the late delivery of the radios. Once completed, a member of our Swat team inspected the bomb truck and any alterations or corrections were identified and fixed. As the Bomb Truck was not completed by June 30, 2017, staff worked with the Purchasing Division to re-encumber the Purchase Order in Fiscal Year 2017-2018, approved by your Board on August 15, 2017. The Bomb Truck was delivered to the Sheriff's Office, thoroughly inspected and approved for final payment on August 16, 2017.

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SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi