



Agenda Item 9

DATE: February 24, 2015 (Continued from February 10, 2015)
TO: Board of Supervisors
FROM: Margaret Mims, Sheriff *[Signature]*
SUBJECT: Sheriff Civil Automation and Debtor Assessment Fund Purchases

RECOMMENDED ACTION:

Adopt resolution increasing FY 2014-15 appropriations and estimated revenues for the Sheriff Org 31112294 in the amount of \$100,047 for the purchase of replacement vehicles and equipment for the Sheriff's Civil Unit (4/5 vote).

There is no increase in net County cost associated with this action. Sheriff Civil Debtor Assessment Trust Fund (SDATF) and Sheriff Civil Automation Trust Fund (SCATF) monies are recommended for the purchase of two replacement vehicles, computers, radios, and associated equipment for the Sheriff's Civil Unit. The SDATF can only be used to supplement the County's cost for vehicle fleet replacement and equipment, maintenance, and civil process operations. The SCATF, pursuant to Government Code 26731, may be used to purchase operating equipment for the Sheriff's Civil Division.

ALTERNATIVE ACTION(s):

If the recommended action is not approved, the Department will not be able to purchase replacement vehicles, which will result in the Department's continued use of existing high mileage, maintenance prone vehicles and potentially affecting the service of court documents and civil processes being served in a timely manner.

FISCAL IMPACT:

There is no additional net County cost associated with the recommended action. SDATF monies in the amount of \$76,047 (vehicles and radios purchase) and SCATF monies in the amount of \$24,000 (computers purchase) are recommended to finance this purchase. Approval of the recommended action will increase FY2014-15 appropriations and estimated revenues for the Sheriff Org 3111 in the amount of \$100,047. Maintenance costs are included in the FY 2014-15 budget and will be included in the FY 2015-16 requested budget for Org 3111.



DEPUTY CLERK'S OFFICE REVIEW

[Signature]

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DELETED

Official Action of
Board of Supervisors

Deputy
UNANIMOUS ☒ BORGEAS _____ MENDES _____ PACHECO _____ PEREA _____ POOCHIGIAN _____

DISCUSSION:

Pursuant to Government Code 26746, the Sheriff's Office shall charge a \$10.00 processing fee in addition to the normal fee collected under a writ of attachment, execution, possession, or sale.

All proceeds of this fee shall be deposited into a special fund in the County treasury. A separate accounting of funds deposited shall be for the exclusive use of the depositor. The special fund shall be expended to supplement the County's cost for vehicle fleet replacement and equipment, maintenance, and civil process operations. The recommended action will appropriate the funds to purchase and upfit two Ford F-150 pickups including radios.

Government Code 26731 authorizes the Sheriff to use the Sheriff Civil Automation Trust Fund to purchase operating equipment for the Sheriff's Civil Division. The recommended action will appropriate the funds to purchase the computers for the vehicles.

The Sheriff's Civil Unit is responsible for the service of court documents and civil processes for the entire County of Fresno. These documents are all time sensitive. Due to the volume of documents received for service, the Sheriff's Civil Unit collectively drives between 190,000 and 200,000 miles each year. As such, it is important to replace service vehicles on a regular basis to avoid down time (and to avoid possible civil litigation due to not being able to serve documents on time due to vehicle problems).

The vehicles are to replace vehicles currently in service. These current vehicles are all three to five years of age with an average of 55,000 to 65,000 miles, and due to the nature of their usage, are showing their age and need for additional maintenance. It is also important to plan ahead for the purchase of replacement vehicles as the process takes generally six months to one year, depending on the availability of vehicles and other factors. The old Sheriff's Civil Unit vehicles will replace vehicles in other areas of the Sheriff's Office that have high mileage.