



# Board Agenda Item 25

DATE: December 14, 2021  
TO: Board of Supervisors  
SUBMITTED BY: Margaret Mims, Sheriff-Coroner-Public Administrator  
SUBJECT: Sheriff's Civil Automation Vehicle and Equipment Purchases

RECOMMENDED ACTION(S):

- 1. Adopt Budget Resolution increasing FY 2021-22 appropriations and estimated revenues for the Sheriff-Coroner-Public Administrator's Org 3111 in the amount of \$300,000 for the purchase of vehicles for the Civil Unit (4/5 vote); and**
- 2. Adopt Budget Resolution increasing the FY 2021-22 appropriations in the Sheriff Automated GC 26731 Org 1455 in the amount of \$300,000 (4/5 vote).**

There is no increase in Net County Cost associated with these actions. Approval of the recommended actions will allow the Sheriff's Office to utilize Sheriff Automated funds for the purchase of six vehicles, computers, radios, and associated equipment for the Department's Civil Unit. The Sheriff Automated SRF may be used to purchase operating equipment for the Sheriff's Office Civil Division. This item is countywide.

ALTERNATIVE ACTION(S):

If the recommended actions are not approved, The Sheriff's Office will not be able to purchase replacement vehicles, which will result in the continued use of existing high mileage and maintenance prone vehicles. This will potentially affect 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 actions; the costs will be fully offset with Civil Automation funds. Approval of recommended action No. 1 will increase FY 2021-22 appropriations and estimated revenues in the amount of \$300,000 for the Sheriff-Coroner-Public Administrator Org 31112401 to purchase six vehicles through an Operating Transfer In from the Sheriff Automated GC 26731 Org 1455. Approval of recommended action No. 2 will increase the FY 2021-22 appropriations by \$300,000 in the Sheriff Automated GC 26731 SRF Org 1455 using available fund balance to fund an Operating Transfer Out to the Sheriff-Coroner-Public Administrator Org 31112401 (\$300,000). Maintenance costs are included in the Sheriff-Coroner-Public Administrator's FY 2021-22 Adopted Budget Org 3111 and will be included in future requested budgets.

DISCUSSION:

The Sheriff's Office 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 Office 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).

Pursuant to Government Code 26731, \$18.00 of any fee collected under specified sections of the Government Code shall be deposited into a special fund in the County treasury. Pursuant to Government Code 26731, funds deposited shall be for the exclusive use of the Sheriff's Civil Division including the purchase of operating equipment for the Civil Division. The recommended actions will appropriate the funds to purchase the vehicles, computers, radios, and up-fitting.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Resolution (Orgs 3111)

On file with Clerk - Resolution (Orgs 1455)

CAO ANALYST:

Yussel Zalapa