



Agenda Date: 1/24/2006  
Agenda Placement: 9A

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Jan Donovan for Gary Simpson - Sheriff-Coroner  
Sheriff  
**REPORT BY:** Jan Donovan, Sheriff's Administrative Manager, 259-8674  
**SUBJECT:** Increase the Sheriff's Department Vehicle Fleet

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### **RECOMMENDATION**

Sheriff and Director of Public Works request approval of Budget Transfer No. 40 transferring from Appropriations for Contingencies to the Sheriff Department \$337,050 of which \$162,000 will be transferred to the Equipment Pool upon the purchase of four patrol vehicles and two four wheel drive vehicles and the remaining \$175,050 will be used for the purchase of specialized equipment for the vehicles. (4/5 vote required)

### **EXECUTIVE SUMMARY**

Staff from the Sheriff's Department and the Equipment Pool have worked for the past few months to identify and resolve a number of issues related to the operation of the vehicle fleet assigned to the Sheriff. The Sheriff has a total fleet consisting of forty-four vehicles. Of those forty-four, 15 vehicles have been assigned to the Patrol Division. Staff has identified a need for an additional six vehicles to effectively operate this Division and provide law enforcement services to the community.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Funding would be provided through FY 05-06 general fund contingencies. Irrespective of any other items before your Board today, if today's action is approved the balance in the Appropriation for Contingencies budget will be \$4,662,950.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	In order for the Sheriff to adequately protect public safety the current number

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	and configuration of available vehicles in the Patrol Division needs to be increased.
Is the general fund affected?	Yes
Future fiscal impact:	Maintenance, operation and depreciation costs will be charged to the Sheriff budget. Equipment will be moved from vehicle to vehicle as it becomes necessary and is not depreciated. By increasing the number of vehicles in the fleet, vehicles should not be replaced as frequently as has occurred in the past.
Consequences if not approved:	To maintain the status quo the current number of patrol vehicles does not allow the Sheriff's Department to properly respond to critical incidents to serve the needs of the public by putting deputies where they are needed most, in significant numbers, in a timely manner.
Additional Information:	None

### **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 Sheriff Department has a fleet of vehicles assigned to various functions which include; patrol, investigation, coroner, animal services and NSIB. The allocation has remained constant since 2001 with a total of forty-four vehicles. Currently, of the forty-four allocated vehicles, only fifteen are dedicated to the patrol division, whose primary function is public safety. Those fifteen vehicles are essential for the Sheriff's Department to accomplish this vital function.

Over the years, the specialization of duties has been created to allow the department to run more efficiently. This has resulted in a number of patrol vehicles being diverted for other uses. Of the fifteen vehicles assigned to the Patrol Division, seven are dedicated to single purpose use or special assignment as follows: two canine units, one Lake Berryessa, one after hours civil use, one transportation, one Yountville and one sergeant use. The remaining eight vehicles are used to patrol the county twenty-four-hours-a-day, seven-days-a-week.

To carry out its mission, the Sheriff's Department has divided the County into five patrol beats. Teams of deputies with supervisors are then responsible for conducting preventative patrol in those areas and handling calls for service. The eight available vehicles are shared among these personnel. The current number of vehicles does not account for vehicles being held over by deputies from the previous shift that are still handling calls for service or for those vehicles being out of service for routine maintenance, repair, and operational damage. Staff from the Equipment Pool and the Sheriff's Department has determined that to effectively operate the Patrol Division it is necessary to add six vehicles. This will allow for coverage while vehicles are out of service (as many as three at one time) and allow for the deployment of deputies covering additional assignments such as DUI enforcement, gang enforcement, and so forth.

In addition throughout the year, the Sheriff's Department's basic level of service is significantly impacted by events that require additional staffing. Those events include unforeseen critical incidents such as a major crime events or natural disaster such as fire, flood or earthquake; as well as annual increased levels of service at Lake Berryessa

during the summer months and holiday weekends, outside contract obligations such as the annual Fourth of July celebration at Silverado Country Club, the Napa Valley Wine Auction, and other regularly scheduled special events. Furthermore, experience with natural disasters has proven that the basic patrol vehicle (for example a Ford Crown Victoria) does not always meet the Sheriff's needs in allowing deputies to reach citizens in severely affected areas where they are needed most. In the recent New Year's Eve flood for example, deputies who were available to work could not be deployed due to a lack of sufficient vehicles.

Patrol vehicles are now equipped with sophisticated equipment to aid the deputy in protecting the public. In an effort to accurately account for this specialized equipment, staff is recommending the creation of a vehicle equipment line in the Sheriff's budget unit. Staff from the Sheriff's department will be assigned to work with staff from the Equipment Pool to maintain an adequate inventory of equipment. When necessary, equipment will be moved from vehicle to vehicle. Examples of the type of equipment found in patrol vehicles includes: mobile data communication systems, lights, siren, radio, and "in-vehicle" camera; other modifications may be required as well.

Today's action is a request to increase the Sheriffs fleet by a total of six vehicles: four additional standardized patrol vehicles to account for downed vehicles, critical incidents, natural disasters and two additional four wheel drive vehicles. In addition, funds will be appropriated in the Sheriff's budget unit for the purchase of the vehicles' equipment.

#### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve  
Reviewed By: Helene Franchi