



Agenda Date: 12/4/2007
Agenda Placement: 6C

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Janice Donovan for Koford, Douglas - Sheriff - Coroner
Special Investigations Unit
REPORT BY: Janice Donovan, Sheriff's Administrative Manager, 259-8674
SUBJECT: Purchase of fixed asset

RECOMMENDATION

Sheriff requests approval of the following items related to the establishment of a fixed asset and purchase of one dump trailer:

1. Approval of Budget Transfer No. 9 transferring \$8,786 from Special Department Expenses to Equipment within the Napa Special Investigations budget and establishing a fixed asset in the amount of \$8,786; (4/5 vote required) and
2. A waiver of competitive bidding requirement and sole source award to 101 Trailer RV, Willits, CA, for a total of \$8,786 pursuant to County Ordinance Code 2.36.090.

EXECUTIVE SUMMARY

This action will permit the purchase of a dump trailer, with custom features, for the Napa Special Investigations Bureau (NSIB) to be used for marijuana eradication. This purchase is cost effective because NSIB will no longer need to pay rental fees for this purpose.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Sheriff
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Napa Special Investigations Bureau (NSIB) will have access to their own trailer for the storage of cut marijuana prior to disposal. In prior

years NSIB has had to rely on other entities for trailer rentals and disposal services. It is more cost effective to purchase this trailer as it will eliminate future rental expenses.

Is the general fund affected? No

Future fiscal impact: None, this is a onetime expenditure.

Consequences if not approved: NSIB would have to continue to depend on trailer rental fees. By purchasing this trailer, NSIB will no longer need to pay rental fees.

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

Napa Special Investigations Bureau (NSIB) operates a multi-jurisdictional, countywide unit, to enforce controlled substance laws and to reduce the trafficking of controlled substances in the county. Marijuana cultivation is an issue in Napa County and NSIB diligently works to eradicate plants by manually cutting, storing and destroying crops. In prior years, NSIB has had to rely on other entities by renting dump trailers. Approximately \$9,776 has been spent in the last two years for the disposal of plants. The Drug Enforcement Agency has provided funding for the purchase of a dump trailer. The trailer will be built per specifically for NSIB and include taller side walls and a custom tarp system.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Molly Rattigan