



Agenda Date: 3/11/2008  
Agenda Placement: 7B

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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

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### **RECOMMENDATION**

Sheriff requests approval of Budget Transfer No. 28 transferring \$12,114 from Off Highway Motor Vehicle Expenses to Equipment within the Sheriff's budget and establishing a fixed asset in the amount of \$12,114 for the purchase of two off-highway motorcycles. (4/5 vote required)

### **EXECUTIVE SUMMARY**

This action will authorize the Sheriff to purchase two off-highway motorcycles to be used by the Off-Highway Motor Vehicle Team in patrolling and responding to emergencies in isolated areas.

### **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:      | The Sheriff's Department needs to replace two older off-highway motorcycles that are in need of repair. The Sheriff's Department has determined that it is more cost efficient to replace instead of repair these aged vehicles. |
| Is the general fund affected?     | Yes  |
| Future fiscal impact:             | None   |
| Consequences if not approved:     | If the Sheriff's Department does not replace aging equipment, the Off-Highway  |

Motor Vehicle Team would be responding to complaints and medical emergencies using unreliable, aging motorcycles. This has the potential to be unsafe.

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's Department provides enforcement services of public and protected lands in the County, including the Knoxville and Lake Berryessa areas and all State and County parks. The Sheriff's Department often acts as first responders to medical emergencies in remote, unincorporated areas. The Sheriff's Department is requesting the establishment of a fixed asset to purchase two replacement off-highway motorcycles to allow for continued enforcement on land that is often inaccessible by conventional patrol vehicles.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Molly Rattigan