

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

444



FROM: Stanley L. Sniff Jr., Sheriff-Coroner

SUBMITTAL DATE:
08/24/11

SUBJECT: Approval of Budget Adjustments to Purchase Equipment and
Make Office Upgrades for the Sheriff's Information Services Bureau

RECOMMENDED MOTION: Move that the Board of Supervisors approve and direct the Auditor-Controller to make the necessary budget adjustments on the attached Schedule A enabling the Sheriff's Information Services Bureau to utilize \$161,000 in Automated County Warrant System restricted funds for equipment purchases and office upgrades.

BACKGROUND: Per State Penal Code Section 853.7 (b), revenue from the County's Automated Warrant System Fund is restricted to be used first to develop, modernize and maintain an Automated County Warrant System. With Board approvals (3.28 5/8/07, 3.96 7/31/07, 3.25 12/11/07, 3.42 6/10/08, 3.94 11/24/09), the Sheriff's Information Services Bureau (ISB) has utilized Automated County Warrant System funds to phase in the replacement of computer workstations and badly worn and broken furniture throughout its offices; to construct a handicapped accessible and ergonomically correct front counter for the Bureau; to install motorized steel barriers for the (Continued on Page 2)

Stanley L. Sniff Jr., Sheriff-Coroner
Lee Wagner, Assistant Sheriff

FINANCIAL DATA	Current F.Y. Total Cost:	\$161,000	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$0	Budget Adjustment:	Yes
	Annual Net County Cost:	\$0	For Fiscal Year:	FY 2011-12

SOURCE OF FUNDS: Automated County Warrant System Fund BR 12-023	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input checked="" type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

BY:
Robert Tremaine

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Stone, seconded by Supervisor Ashley and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Buster, Tavaglione, Stone, Benoit and Ashley
Nays: None
Absent: None
Date: October 18, 2011
xc: Sheriff, Auditor, EO

Kecia Harper-Ihem
Clerk of the Board
By:
Deputy

3.31

FISCAL PROCEDURES APPROVED
PAUL ANGULO, CPA, AUDITOR-CONTROLLER
BY:
SAMUEL WONG
Departmental Concurrence

Consent ☐ Policy ☒
Consent ☐ Policy ☒

Dep't Recomm.:
Per Exec. Ofc.:

ISB Automated County Warrant System Budget Adjustments

BR 12-023

Page 2

front windows in the County Warrant Bank office, and most recently to purchase and install security cameras and an alarm system for the Criminal Justice Building, where the Bureau has offices on the fifth floor.

Sheriff's ISB, as the custodian of the County warrant bank, is responsible for entering, activating, confirming, abstracting and recalling warrants. This funding proposal will replace all warrant bank workstation computers, printers, monitors, and fax machines and purchase associated supplies. Most of this equipment is over five years old. Staff also proposes the purchase of a new computer server, router and switch.

To cut costs and reduce paper waste, staff also wishes to introduce scanners to the warrant bank operation, so that it can e-mail warrant information to Sheriff's stations and other law enforcement agencies.

Finally, staff proposes to utilize these funds to paint and carpet the Information Services Bureau offices and replace a number of workstation chairs. The cost for all the purchases described above is estimated to total \$161,000.

Schedule A

Increase Appropriations:

10000-2500200000-522310	Maint. Building and Improvement	\$89,560
10000-2500200000-523640	Computer Equip. -Non Fixed Assets	39,780
10000-2500200000-523660	Computer Supplies	7,860
10000-2500200000-523680	Office Equipment-Non Fixed Assets	5,000
10000-2500200000-546080	Equipment-Computer	<u>18,800</u>
	Total	\$161,000

Memo Line Only:

11087-2500200000-321101	Automated County Warrant System	\$161,000
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