

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



ITEM: 3.28
(ID # 14168)

MEETING DATE:
Tuesday, January 12, 2021

FROM : SHERIFF-CORONER-PA:

SUBJECT: SHERIFF-CORONER-PA: Approve and Direct the Auditor-Controller to Make the Budget Adjustments, as shown on Schedule A for the Purchase of Computers, Office Furniture, Flooring, and Vehicles for FY 20-21, All Districts. [Total Cost - \$307,720, 30% AB709 Court Services Automation Sub Fund, 70% Sheriff's Writ Assessment Sub Fund] 4/5 Vote.

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve and direct the Auditor-Controller to make the budget adjustments as shown on Schedule A.


ACTION: 4/5 Vote Required, Policy


Raul Vergara 12/28/2020

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None
Date: January 12, 2021
xc: Sheriff, Auditor

Kecia R. Harper
Clerk of the Board
By: 
Deputy

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

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 307,720	\$ 0	\$ 307,720	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 30% AB709 Court Services Automation Sub Fund; 70% Sheriff's Writ Assessment			Budget Adjustment:	Yes
			For Fiscal Year:	20/21

C.E.O. RECOMMENDATION: Approve

BR 21-044

BACKGROUND:

Summary

Sheriff's Court Services (SCS) Division operates three stand-alone Business Offices: Central located in Murrieta; East located in Indio, and West located in Riverside. Staff at the three offices provide specialized civil legal clerical support by preparing, processing and tracking numerous civil legal actions; such as evictions, bankruptcies, small claims, summons and complaints, civil and criminal subpoenas, restraining orders, earning withholding orders, legal/court procedures or specific file notations through the entire civil process. In addition, the Sheriff is ordered by the court in many of the processes to seize cash, property or in the case of earnings withholdings, receive checks from employers then disburse the seized money to the proper client.

The Sheriff's Department is seeking to replace/upgrade computer equipment due to aging and data limitations at various sites. The current technology lacks features and capabilities to support software that recently has become web based. In addition, other items need to be addressed. The existing carpet is severely aged and becoming unsafe. Furniture is being replaced to be compliant with ergonomic standards as well as modern safety standards. This request for Courts also includes funding to replace three (3) vehicles that have exceeded the maximum useful life.

This request also includes a funding request for the Coroner's Bureau. The Bureau is in need to increase the transport fleet by adding two (2) transport vehicles to meet the demands of the increased population of the County. The current fleet is being heavily utilized but remains deficient due to the increase demand.

Prior Agenda item

3.19 05/08/2018

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

Impact on Residents and Businesses

Citizens and businesses will benefit significantly by the timely replacement of equipment required for smooth daily operations. These purchases will also allow management, field investigations, and clerical staff to work and service customers efficiently. The projects are being funded 100% by sub funds from fees already collected in the County, which facilitates the process and conserves the County general fund.

Additional Fiscal Information

The Department plans to use the Sheriff's Writ Assessment Sub Fund to fund the Coroner's Bureau proposed vehicle purchase in the amount of \$110,000 and the Courts replacement vehicles at \$106,500. For the Court Services purchases in the amount of \$91,220 the Department plans to use the Court Services Automation Fund. As authorized by State Government Code Section 26731, counties shall deposit \$15 from specific fees collected by the Sheriff's Civil Courts Division to a special fund to supplement the cost for the purchase of auxiliary equipment and furnishings for automated systems or other nonautomated equipment and furnishings as required by the Civil Courts Division.

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

SCHEDULE A.

BUDGET ADJUSTMENT

FY 20-21

Increase Appropriations:

11067-2500500000-546320	Vehicles-Cars/Light Trucks	\$ 216,500
		Total: \$ 216,500

Memo Line only:

11067-2500500000-321141	Rst for Sheriff Civil Fees	\$ 216,500
-------------------------	----------------------------	------------

Increase Appropriations:

11008-2500500000-523680	Office Equip Non Fixed Assets	\$ 64,927
11008-2500500000-522310	Maint – Building and Improvements	\$ 10,593
11008-2500500000-523640	Computer Equip-Non Fixed Asset	\$ 15,700
		Total: \$ 91,220

Memo Line Only:

11008-2500500000-321134	AB 709 Court Services Automation	\$ 91,220
-------------------------	----------------------------------	-----------

	
Misley Wang, Supervising Accountant	Paul A. Angulo, County Auditor-Controller
12/11/2020	12/14/2020

	
Cherilyn Williams	Jeff Van Wageningen, Assistant CEO / Public Safety
1/4/2021	1/4/2021