



BOARD OF SUPERVISORS
AGENDA LETTER


Agenda Number:

A-14

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Sheriff's Office
Department No.: 032
For Agenda Of: 2/17/2015
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: 4/5ths

TO: Board of Supervisors

FROM: Department Sheriff Bill Brown, Ext. 4290 
Director(s)
Contact Info: Chief Deputy Sam Gross, Ext. 4286

SUBJECT: Accept \$826,065 in Donated Equipment from Project Rescue Flight to Sheriff's Aviation Support Unit

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: N/A

As to form: No

Recommended Actions:

That the Board of Supervisors:

1. Accept a donation of equipment and services made to the Aviation Support Unit (ASU) of the Sheriff's Office during the 2013-14 fiscal year by Project Rescue Flight, a 501(c)3 non-profit organization totaling \$307,556, and
2. Accept a donation of equipment and services made to the ASU from Project Rescue Flight between July 1, 2014 and December 31, 2014 totaling \$18,509, and
3. Accept a donation made to the ASU from Project Rescue Flight for the installation of equipment on Copter 4 with a total value of \$500,000, and
4. Approve Budget Journal Entry #0003741 recognizing the donation and appropriations in Services & Supplies and Capital Assets object levels, and
5. Determine this action is exempt from California Environmental Quality Act (CEQA) pursuant to Section 15378(b) (5), which are organizational or administrative activities of governments that will not result in direct or indirect physical changes to the environment.

Summary Text:

Project Rescue Flight has made numerous donations of material, equipment, and services to the Aviation Support Unit (ASU) of the Sheriff's Office over the last several years. This board letter requests that the Board of Supervisors accept the following groups of donations as follows:

During the 2013-14 fiscal year a total of \$307,556 in services and equipment were made to the ASU. Maintenance and capital improvements were made to four helicopters with the funds. Examples include avionics packages for Copters 1 and 2, overhauls of components of Copter 4 and the painting of several of the aircraft.

During the first half of the 2014-15 fiscal year, a total of \$18,509 in services and equipment were donated to the ASU by Project Rescue Flight. The donation consisted mostly of repair work to aircraft and continued paint-work for several of the aircraft.

In 2014, Project Rescue Flight was awarded a grant of \$500,000 for upgrades to Copter 4. This grant will result in the donation of an external hoist and airframe modifications on the aircraft. The work has not yet been completed on the aircraft, but is due to be finished in early February 2015.

Background:

County Policy D4.1 requires that departments submit donation requests to the Board of Supervisors. Project Rescue Flight, a 501(c) 3 non-profit fund-raising organization, has donated equipment and specialized services to the Sheriff's Air Support Unit (ASU) for several years including significant contributions towards the development and deployment of state-of-the-art rescue helicopter.

At the January 20, 2015 Board meeting, the Auditor-Controller expressed his concerns about recording prior period transactions and the fact that employees of the Sheriff's Office were a controlling part of the Board of Directors of the 501(c)3 Project: Rescue Flight. As a consequence, Sheriff management met with Auditor-Controller staff and worked with the Auditor and County Counsel to review internal procedures and the structure of the non-profit. That review was conducted and discussions were subsequently held with the PRF Board of Directors.

PRF reports that although they followed the legal advice of a well-respected local law firm for their formation and have pursued their operations ethically and in the best interests of the public, the PRF Board elected on 2-4-15 to change its structure so that Sheriff's Office employees will no longer comprise a Board majority. Sheriff's Office internal processes and procedures were also reviewed and modified with the objective of insuring compliance with the County's donation and procurement policies, as well as timely Board of Supervisors acceptance for all future donations. At this time, the Auditor is recommending the retroactive recording of identified donation activities for FY 13-14 and partial year for FY 14-15.

As part of the review, the departments will work with the non-profit to reconcile past activity of the 501(c)3 to determine if all transactions for the past five years have been captured and recorded between the County and Project: Rescue Flight. Any noted discrepancies will be identified, brought to the Board and recorded accordingly in the County's systems.

Fiscal and Facilities Impacts:

Budgeted: No

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			
State			
Federal			
Fees			
Other:	\$ 826,065.00		\$ 826,065.00
Total	\$ 826,065.00	\$ -	\$ 826,065.00

Narrative:

Budget Journal entry #0003741 recognizes the donations of in-kind services and equipment. Corresponding entries in Services & Supplies as well as Capital Assets are made to account for the donated equipment. All entries are included in Program 1424, the Aviation Support Unit, of the Sheriff's Office budget. There is no change in the operating budget of this program as a result of the donations.

Key Contract Risks:

N/A

Special Instructions:

Please send a Minute Order to the Sheriff's Office, attention Douglas Martin.

Attachments:

Budget Journal Entry #0003741 and supporting documentation.

Authored by:

Douglas A. Martin, Chief Financial Officer, Sheriff's Office (extension 4293)

Budget Journal Entry

Document Number: BJE - 0003741 Batch ID: 1755573 Created On: 12/3/2014 10:38:02 AM
 Document Description: Rescue Flight Processed On: Hope Vasquez
 Post On: 1/20/2015 Processed By:

References
 Audit Trail:

Budget Revision Request

Agenda Item: Agenda Date: 2/17/2015 Approval: BOS 4/5 Has Board Letter: Yes
 Title: Recognize donations from Project Rescue Flight for the Air Support Unit
 Budget Action: Increase appropriations of \$826,065 in Sheriff General Fund for Services and Supplies (\$219,093) and Capital Assets (\$606,972), funded by unanticipated revenue from donations.

Justification: Project Rescue Flight has made numerous donations of material, equipment, and services to the Aviation Support Unit (ASU) of the Sheriff's Office. Maintenance and capital improvements were made to four helicopters with the funds. Examples include avionics packages for Copters 1 and 2, overhauls of components and significant modifications for Copter 4 and the painting of several of the aircraft.

Budget Revision Request Financial Summary

Fund	Department	Project	Object Level	Source Amount	Use Amount
0001 - General	032 - Sheriff		45 - Miscellaneous Revenue	826,065.00	0.00
0001 - General	032 - Sheriff		55 - Services and Supplies	0.00	219,093.00
0001 - General	032 - Sheriff		65 - Capital Assets	0.00	606,972.00
			Fund: 0001 - General, Department: 032 - Sheriff Total:	826,065.00	826,065.00

Accounting

Fund Dept GL Acct LI Acct Debit Amount Credit Amount Prog OUnit Proj Budget Period Description

Budget Journal Entry

0001	032	2420	5895	826,065.00	1424	6044	201501	Recognize Donations from Project Rescue Flight
0001	032	2530	7120	219,093.00	1424	6044	201501	Recognize Donations from Project Rescue Flight
0001	032	2530	8300	606,972.00	1424	6044	201501	Recognize Donations from Project Rescue Flight
Total				826,065.00				

Signatures

Signed By	Signed On	Department/Agency	Approval Level	Valid
Douglas Martin	1/7/2015 10:28:28 AM	032 - Sheriff	Fund/Department	Y
John Jayasinghe	1/7/2015 10:30:53 AM	012 - County Executive Office	CEO Analyst	Y
Erica Ruiz	1/7/2015 11:28:34 AM	061 - Auditor-Controller	FACS	Y
Julie Hagen	1/8/2015 10:35:59 AM	061 - Auditor-Controller	Chief Deputy Controller	Y
Thomas Alvarez	1/9/2015 9:29:59 AM	012 - County Executive Office	Budget Director	Y