



**CITIZEN'S OVERSIGHT COMMITTEE (PUBLIC SAFETY)
REGULAR MEETING AGENDA
OCTOBER 3, 2017
6:00 P.M.
SANGER COUNCIL CHAMBER
1700 7TH STREET, SANGER**

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

E. PUBLIC PARTICIPATION

(This portion of the meeting is reserved for persons desiring to address the Committee on any matter not on the agenda and within the area of responsibility of the Committee. It is the policy of the Committee not to answer any questions impromptu and complaints should be referred to the City Clerk's Office. Speakers should limit their comments to (5) five minutes.)

F. PRESENTATIONS

Measure S Grant Recipient Quarterly Report:

- 1. Unity Estates High School Bigs Program – Big Brothers Big Sisters of Central California*
- 2. Bigs in Blue Lunch Buddies Program – Big Brothers Big Sisters of Central California*
- 3. Unity Estates Community Services Program – Community Resident Services, Inc.*
- 4. Sanger Young Marines – American Legion Post 23*
- 5. Project Purple – Family Worship Center*
- 6. Street SMART – Boys & Girls Club of Fresno County*
- 7. Sanger Youth Making Positive Choices – Community Science Workshop Network, Inc. (SAM Academy)*

G. CONSENT CALENDAR

1. SUBJECT: Minutes for the special meetings held on July 5, 2017 and July 25, 2017 and the regular meeting held on September 5, 2017.
RECOMMENDATION: Approve minutes.

H. DEPARTMENT REPORTS

1. SUBJECT: Measure S Budget, Revenue and Expenditure Reports – June 2017.
RECOMMENDATION: This is not an action item. It is for information and review purposes only.
2. SUBJECT: Measure S Budget, Revenue and Expenditure Reports – July 2017.
RECOMMENDATION: This is not an action item. It is for information and review purposes only.
3. SUBJECT: Measure S Budget, Revenue and Expenditure Reports – August 2017.
RECOMMENDATION: This is not an action item. It is for information and review purposes only.
4. SUBJECT: Purchase of Cellebrite Data Extraction Equipment.
RECOMMENDATION: That the Citizen's Oversight Committee determine or affirm that the expenditure of \$9,900 for the purchase of Cellebrite data extraction equipment and software is an appropriate use of Measure S funds.
5. SUBJECT: Police Department Update.
RECOMMENDATION: Information item.
6. SUBJECT: Fire Department Update.
RECOMMENDATION: Information item.

I. STAFF COMMUNICATIONS

J. MATTERS INITIATED BY COMMITTEE MEMBERS

K. NEXT SCHEDULED MEETING

1. The next meeting is scheduled for Tuesday, November 7, 2017 at 6 p.m.
2. City Council meetings are held on the first and third Thursday of each month. The next regularly scheduled City Council meetings will be held October 5, 2017 and October 19, 2017.

L. ADJOURNMENT



**CITIZEN'S OVERSIGHT COMMITTEE (PUBLIC SAFETY)
SPECIAL MEETING MINUTES**

July 5, 2017

6:00 P.M.

Sanger Council Chamber

A. CALL TO ORDER

The Committee called their meeting to order at [6:00:17 PM](#).

B. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Mayor Gonzalez.

C. ROLL CALL

Present: Chairperson Jeanne Adams, Vice Chair Sue Simpson, Secretary Tony Gonzales,
Committee Member Jim Miser, Committee Member Joann Mares

Absent: None

D. PUBLIC PARTICIPATION

None.

E. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

By motion of Committee Member Mares, the Committee approved the agenda as presented. The motion was seconded by Committee Member Miser and approved by the following vote:

AYES: Adams, Simpson, Gonzales, Miser, Mares

NOES: None

ABSTAIN: None

ABSENT: None

F. CONSENT CALENDAR

By motion of Vice Chair Simpson the Committee approved the following items on the Consent Calendar:

1. SUBJECT: APPROVED - Minutes for the regular meeting held on June 6, 2017.
2. SUBJECT: APPROVED - Cancellation of the August Regular Meeting.
The Citizen's Oversight Committee cancelled the August 1, 2017 regular meeting due to a conflict with the National Night Out Event.

The motion was seconded by Secretary Gonzales and approved by the following vote:

AYES: Adams, Simpson, Gonzales, Miser, Mares
NOES: None
ABSTAIN: None
ABSENT: None

G. DEPARTMENT REPORTS

1. SUBJECT: REVIEWED - Measure S Budget, Revenue and Expenditure Reports- May 2017.

Interim Administrative Services Director Gary Watahira presented the Measure S Budget, Revenue and Expenditure Reports for May 2017.

2. SUBJECT: TABLED - Measure S Compliance Audit.

Public comment:

Dick Sheppard provided comment in support of delaying approval of the item until the Committee can speak with the firm directly.

Donna Bailey provided comment in support of delaying approval of the item until the Committee can speak with the firm directly.

The Committee discussed delaying approval of the item in the interest of having Brown Armstrong CPAs attend a meeting for an opportunity to ask questions. The Committee discussed holding a special meeting.

The Committee by motion of Committee Member Miser tabled the item to a special meeting date to be determined. The motion was seconded by Secretary Gonzales and approved by the following vote:

AYES: Adams, Simpson, Gonzales, Miser, Mares
NOES: None
ABSTAIN: None
ABSENT: None

3. SUBJECT: Police Department Update.

None.

4. SUBJECT: Fire Department Update.

Fire Chief Tarascou reported that public safety experienced a very busy 4th of July.

H. STAFF COMMUNICATIONS

Director Watahira presented information regarding Measure S Revenue. A copy of the report is included with these Minutes as "Attachment A".

I. MATTERS INITIATED BY COMMITTEE MEMBERS

Vice Chair Simpson asked if interviews were conducted with the auditing firms recommended by the Committee. Director Watahira indicated that the four firms listed on the staff report were the only responding firms.

J. NEXT SCHEDULED MEETING

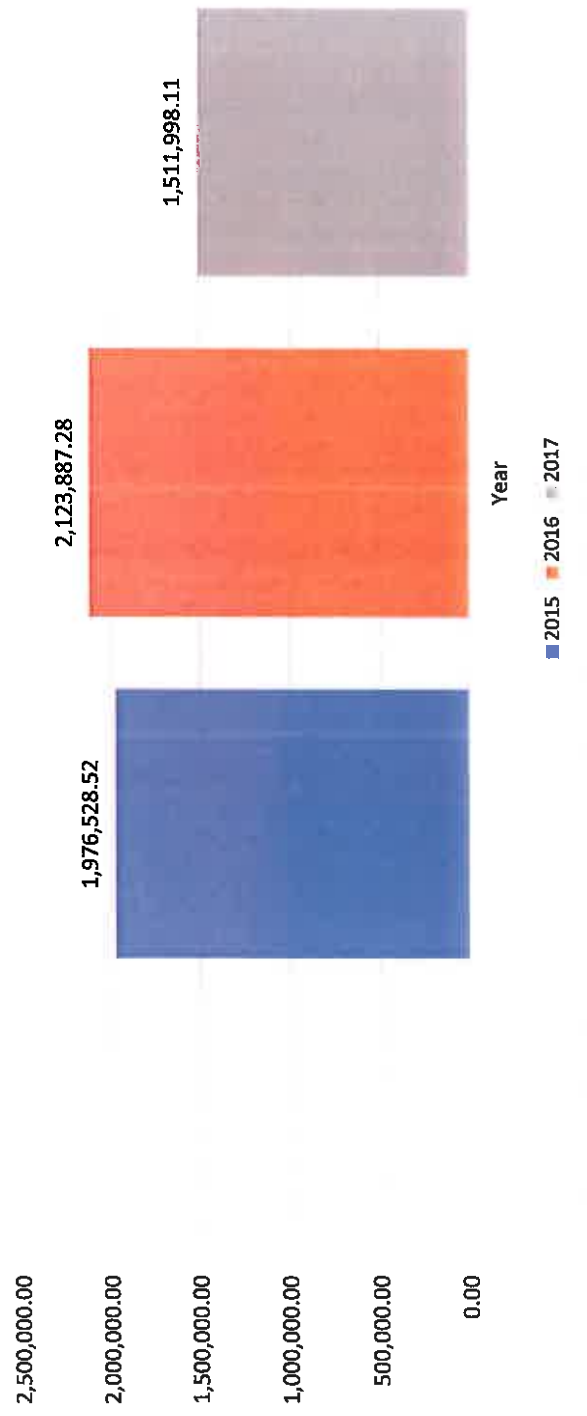
1. The next meeting is scheduled for Tuesday, September 5, 2017 at 6 p.m.
2. City Council meetings are held on the first and third Thursday of each month. The next regularly scheduled City Council meetings will be held July 6, 2017 and July 20, 2017.

K. ADJOURNMENT

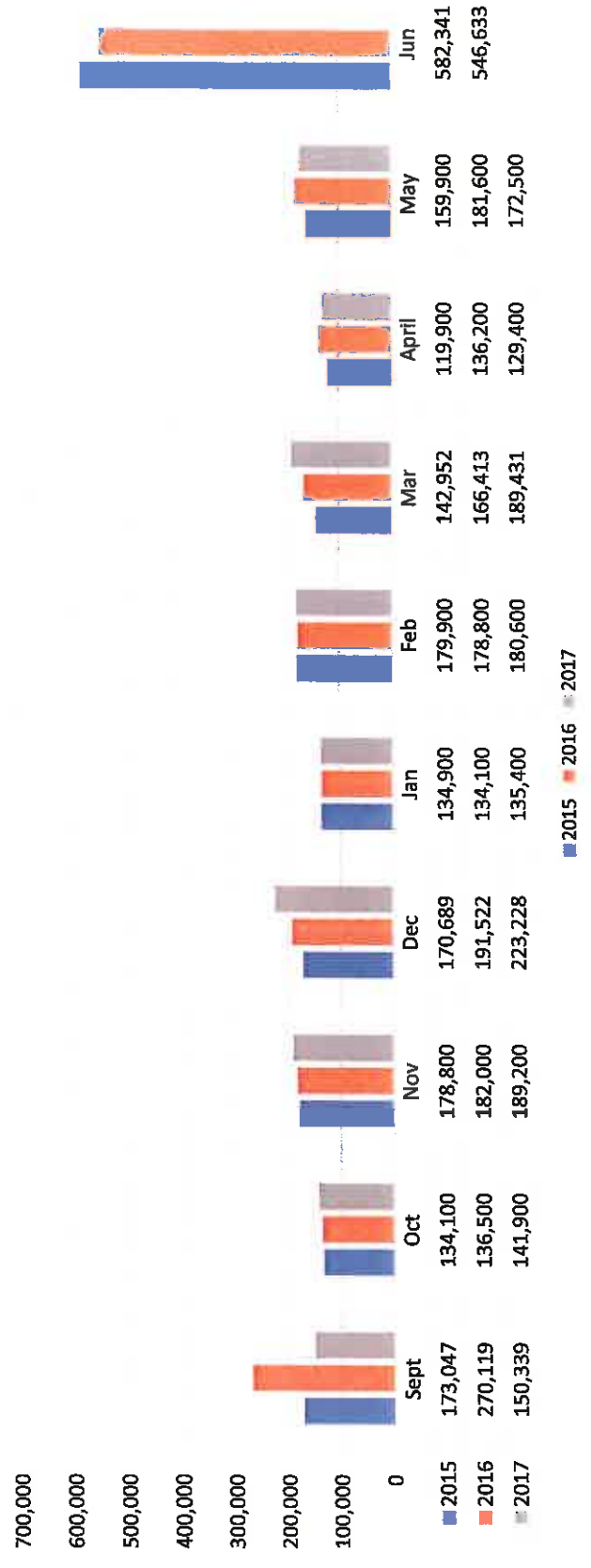
Being no further business the Committee adjourned their meeting at 6:39:46 PM.

"ATTACHMENT A"

Measure S Revenue By Fiscal Year FY 2015-2017



Measure S Revenue By Month FY 2015-2017





**CITIZEN'S OVERSIGHT COMMITTEE (PUBLIC SAFETY)
SPECIAL MEETING MINUTES**

July 25, 2017

6:00 P.M.

Sanger Council Chamber

A. CALL TO ORDER

The meeting was called to order at [6:00:32 PM](#).

B. PLEDGE OF ALLEGIANCE

The flag salute was led by Secretary Gonzales.

C. ROLL CALL

Present: Chairperson Jeanne Adams, Vice Chair Sue Simpson, Secretary Tony Gonzales,
Committee Member Joann Mares, Committee Member Jim Miser

Absent: None

D. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

The Committee by motion of Member Miser moved to approve the agenda as presented. The motion was seconded by Vice Chair Simpson and approved by the following cote:

AYES: Gonzales, Simpson, Adams, Mares, Miser

NOES: None

ABSTAIN: None

ABSENT: None

E. DEPARTMENT REPORTS

1. SUBJECT: Measure S Compliance Audit.

City Manager Tim Chapa announced that Brown Armstrong CPAs was not available to attend the meeting. He reported information about the qualifications and operations of Brown Armstrong CPAs and its 2010 and 2016 findings by the PCAOB (Public Company Accounting Oversight Board).

The Committee further discussed that Brown Armstrong CPAs did not attend the meeting as had been requested and the PCAOB findings.

Member Miser moved to not make the recommendation to award the Measure S Compliance Audit to Brown Armstrong CPAs. The motion was seconded by Secretary Gonzales and denied by the following vote:

AYES: Gonzales, Miser
NOES: Simpson, Adams, Mares
ABSTAIN: None
ABSENT: None

The Committee by motion of Vice Chair Simpson moved to make recommendation to the City Council to award the Measure S Compliance Audit to Brown Armstrong CPAs. The motion was seconded by Member Mares and approved by the following vote:

AYES: Simpson, Adams, Mares
NOES: Gonzales, Miser
ABSTAIN: None
ABSENT: None

F. STAFF COMMUNICATIONS

None.

G. MATTERS INITIATED BY COMMITTEE MEMBERS

Committee Member Miser expressed his disappointment in the decision of the Committee as well as other items not related to the agenda.

Chair Person Adams stated this would be her last official meeting.

H. ADJOURNMENT

Being no further business the Committee adjourned their special meeting at [6:40:01 PM](#).



***CITIZEN'S OVERSIGHT COMMITTEE (PUBLIC SAFETY)
REGULAR MEETING MINUTES
SEPTEMBER 5, 2017
6:00 P.M.
Sanger Council Chamber***

A. CALL TO ORDER

The Committee called their meeting to order at [6:00:57 PM](#).

B. PLEDGE OF ALLEGIANCE

Secretary Gonzales led the pledge of allegiance.

C. ROLL CALL

Present: Chairperson Jeanne Adams, Vice Chairperson Sue Simpson, Secretary Tony Gonzales, Committee Member James Miser, Committee Member Joann Mares

Absent: None

D. CEREMONIAL ITEMS

Chairperson Jeanne Adams gave departing comments and left the dais.

The oath of office was administered to reappointed Committee Member James Miser and newly appointed Committee Member Melissa Griggs.

E. REORGANIZATION OF COMMITTEE OFFICERS

Secretary Gonzales nominated Sue Simpson as Chairperson. The nomination was approved by the following vote:

AYES: SIMPSON, GONZALES, MISER, MARES, GRIGGS

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE

Committee Member Mares nominated herself as Vice Chairperson. Secretary Gonzales nominated Committee Member Miser. Chairperson Simpson asked for a vote on the nomination of Mares as Vice Chairperson. The nomination was approved by the following vote:

AYES: SIMPSON, MARES, GRIGGS
NOES: GONZALES, MISER
ABSTAIN: NONE
ABSENT: NONE

Chairperson Simpson nominated Committee Member Miser as Secretary. The nomination was approved by the following vote:

AYES: SIMPSON, GONZALES, MISER, MARES, GRIGGS
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

F. PUBLIC PARTICIPATION

None.

G. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

The Committee by motion of Vice Chairperson Mares approved the agenda as presented. The motion was seconded by Committee Member Gonzales and approved by the following vote:

AYES: SIMPSON, GONZALES, MISER, MARES, GRIGGS
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

H. CONSENT CALENDAR

1. SUBJECT: TABLED - Minutes for the special meetings held on July 5, 2017 and July 25, 2017.

The Committee pulled Item H-1 from the Consent Calendar.

The Committee requested amendments to the minutes of the special meetings held on July 5, 2017 and July 25, 2017.

The Committee by motion of Committee Member Gonzales tabled the minutes of the July 5, 2017 special meeting to the next regular meeting. The motion was seconded by Secretary Miser and approved by the following vote:

AYES: SIMPSON, GONZALES, MISER, MARES, GRIGGS
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

The Committee by motion of Committee Member Gonzales tabled the minutes of the July 25, 2017 special meeting to the next regular meeting. The motion was seconded by Committee Member Griggs and approved by the following vote:

AYES: SIMPSON, GONZALES, MISER, MARES, GRIGGS
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

I. DEPARTMENT REPORTS

2. SUBJECT: Measure S Budget, Revenue and Expenditure Reports – June 2017.

Interim Administrative Services Director Gary Watahira presented the Measure S Budget, Revenue and Expenditure Reports as of June 30, 2017.

3. SUBJECT: Police Department Update.

Police Captain Kent Matsuzaki provided an update on the Police Department: the new vehicles are working fine; the National Night Out event was successful; a new officer will be sworn in very soon; there is a drop in the crime rate in Sanger.

4. SUBJECT: Fire Department Update.

Fire Chief Greg Tarascou provided an update on the Fire Department: the new engine should be ready for presentation at the 2nd Council meeting in October; moving forward on preparing ambulance specs; a new CERT class begins on Thursday.

J. STAFF COMMUNICATIONS

Director Watahira announced that the compliance audit should be ready for presentation at the November meeting.

K. MATTERS INITIATED BY COMMITTEE MEMBERS

Committee Member Griggs announced that she will not be in attendance for the October meeting.

Committee Member Gonzales congratulated the newly appointment Committee Members.

Chairperson Simpson thanked Ms. Jeanne Adams for her service to the Committee.

L. NEXT SCHEDULED MEETING

1. The next meeting is scheduled for Tuesday, October 3, 2017 at 6 p.m.

2. City Council meetings are held on the first and third Thursday of each month. The next regularly scheduled City Council meetings will be held September 7, 2017 and September 21, 2017.

M. ADJOURNMENT

Being no further business the Committee adjourned their meeting at [6:47:54 PM](#).



CITY OF SANGER

REPORT TO THE CITIZEN'S OVERSIGHT COMMITTEE

To: Citizen's Oversight Committee
From: Gary Watahira, Interim Administrative Services Director
Subject: Measure S Budget, Revenue and Expenditure Reports
Attachments: Measure S Budget, Updated Revenue, and Expenditure Reports for June 2017.

CONFLICT OF INTEREST:

None.

RECOMMENDATION:

This is not an action item. It is for informational and review purposes only.

EXECUTIVE SUMMARY:

As reported last month, the final Measure S sales tax for June was not posted. The attached Measure S Reports includes the final revenue posting for the month of June 2017. This report includes the adopted budget amounts, expenditures that have been incurred during the month and year to date, and the revenues that have been received during the month and year to date. The report also includes the percentages of revenues and expenditures received/spent year-to-date. The year-to-date expenditures through June 30, 2017 ended at 93.49% of the budget, and revenues ended at 95.40 % of the amount estimated. Due to normal processing times, the posting of activity is frequently about one month behind. At year end, additional postings to the fund may be made for up to 2 (two) months.

BACKGROUND:

The Finance Department provides this informational report to the Citizen's Oversight Committee each month.

Prepared by: Gary Watahira

Approved by: _____

REVIEW: City Manager: AC

Finance: _____

City Attorney: _____

TYPE OF ITEM:

COUNCIL ACTION: APPROVED DENIED NO ACTION

- Consent
- Info Item
- Action Item
- Department Report
- Redevelopment Agency

- Public Hearing
- Matter Initiated by a Council Member
- Other
- Continued to: _____

**City of Sanger
Measure S
Adopted Budget For FY 2016-17 and
Revenue & Expenditure Report For the Month Ended June 30, 2017**

	Adopted Budget	Month of June	Year-To- Date - 0.92%	Percent, Year-To- Date
<u>Revenue</u>				
Sales Tax	2,160,371	549,013	2,061,011	95.40%
Miscellaneous Income	10,000	0	0	0.00%
Interest Income	0	0	0	0.00%
Total Revenue	2,170,371	549,013	2,061,011	94.96%
<u>Expenditures - Police</u>				
Wages	459,731	33,378	446,359	97.09%
Overtime	75,000	4,557	53,760	71.68%
Other Benefits	245,772	16,169	210,157	85.51%
Total Wages & Benefits	780,503	54,103	710,276	91.00%
Services & Supplies	123,540	7,899	99,208	80.30%
Other Charges	0	0	0	N/A
Total Operating Expenditures	904,043	62,002	809,484	89.54%
Capital Outlay	949,860	211,008	901,653	94.92%
Gang Prevention/Intervention - Services & Supplies	125,000	0	118,438	94.75%
Total Police Expenditures	1,978,903	273,010	1,829,575	92.45%
<u>Expenditures - Fire</u>				
Wages	304,535	19,806	261,254	85.79%
Overtime	70,000	2,900	32,064	45.81%
Other Benefits	112,493	10,165	132,159	117.48%
Total Wages & Benefits	487,028	32,872	425,477	87.36%
Services & Supplies	66,956	9,594	58,175	86.89%
Other Charges	0	0	0	0.00%
Total Operating Expenditures	553,984	42,465	483,652	87.30%
Capital Outlay	912,250	345,186	907,489	99.48%
Total Fire Expenditures	1,466,234	387,651	1,391,141	94.88%
Total Operating Expenditures, Capital Outlay & Gang Prevention/Intervention	3,445,137	660,661	3,220,717	93.49%
Net Operating Revenues (Expenditures)	(1,274,766)	(111,648)	(1,159,705)	
Fund Balance Forward from FY 2015-16	3,923,750		3,923,750	
Remaining Available Fund Balance	\$2,648,984		\$2,764,045	

At month end, there are \$612,112 of outstanding encumbrances for capital outlay.

Revenues and expenditures shown reflect known activity through the report date on a cash basis. Typically, additional activity is accrued and recorded for four to eight weeks after the period ends.



CITY OF SANGER

REPORT TO THE CITIZEN'S OVERSIGHT COMMITTEE

To: Citizen's Oversight Committee
From: Gary Watahira, Interim Administrative Services Director
Subject: Measure S Budget, Revenue and Expenditure Reports
Attachments: Measure S Budget, Revenue, and Expenditure Reports for July 2017.

CONFLICT OF INTEREST:

None.

RECOMMENDATION:

This is not an action item. It is for informational and review purposes only.

EXECUTIVE SUMMARY:

Attached are the Measure S Budget, Revenue, and Expenditure Report for the month of July 2017. This report includes the adopted budget amounts, expenditures that have been incurred during the month and year to date, and revenue that have been received during the month and year to date. The report also includes the percentages of revenues and expenditures received/spent year-to-date. The year-to-date expenditures through July 30, 2017 are at 5.14% of the budget, and revenues are at 0 % of the amount. Historically the first Measure S revenue is received at the end of September. A software purchase of \$1,934 was incorrectly posted to the Measure S fund; the posting will be corrected in the September financial reports. Due to normal processing times, the posting of activity is frequently about one month behind. At year end, additional postings to the fund may be made for up to 2 (two) months.

BACKGROUND:

The Finance Department provides this informational report to the Citizen's Oversight Committee each month.

Prepared by: Gary Watahira

Approved by: _____

REVIEW: City Manager:

Finance: _____

City Attorney: _____

TYPE OF ITEM:

COUNCIL ACTION: APPROVED DENIED NO ACTION

- Consent
- Info Item
- Action Item
- Department Report
- Redevelopment Agency

- Public Hearing
- Matter Initiated by a Council Member
- Other
- Continued to: _____

City of Sanger
Measure S
Adopted Budget For FY 2016-17 and
Revenue & Expenditure Report For the Month Ended July 31, 2017

	Adopted Budget	Month To Date	Year-To- Date - 0.00%	Percent, Year-To- Date
<u>Revenue</u>				
Sales Tax	2,042,946		0	0.00%
Miscellaneous Income	0	0	0	0.00%
Interest Income	0	0	0	0.00%
Total Revenue	2,042,946	0	0	0.00%
<u>Expenditures - Police</u>				
Wages	522,849	36,924	36,924	7.06%
Overtime	75,000	6,588	6,588	8.78%
Other Benefits	293,260	21,561	21,561	7.35%
Total Wages & Benefits	891,109	65,073	65,073	7.30%
Services & Supplies	154,345	7,713	7,713	5.00%
Other Charges	0	0	0	0.00%
Total Operating Expenditures	1,045,454	72,786	72,786	6.96%
Capital Outlay	115,000	0	0	0.00%
Gang Prevention/Intervention	101,151	10,906	10,906	
Total Police Expenditures	1,261,605	83,691	83,691	6.63%
<u>Expenditures - Fire</u>				
Wages	292,696	23,467	23,467	8.02%
Overtime	35,000	3,963	3,963	11.32%
Other Benefits	135,014	11,717	11,717	8.68%
Total Wages & Benefits	462,710	39,147	39,147	8.46%
Services & Supplies	68,934	2,526	2,526	3.66%
Other Charges	0	1,934	1,934	N/A
Total Operating Expenditures	531,644	4,459	4,459	0.84%
Capital Outlay	685,600	0	0	0.00%
Total Fire Expenditures	1,217,244	43,606	43,606	3.58%
Total Operating Expenditures, Capital Outlay & Gang Prevention/Intervention	2,478,849	127,297	127,297	5.14%
Net Operating Revenues (Expenditures)	(435,903)	(127,297)	(127,297)	
Fund Balance Forward from FY 2016-17	2,764,045		2,764,045	
Remaining Available Fund Balance	\$2,328,142		\$2,636,747	

At month end, there are \$612,112 of outstanding encumbrances for capital outlay.

Revenues and expenditures shown reflect known activity through the report date on a cash basis. Typically, additional activity is accrued and recorded for four to eight weeks after the period ends.



CITY OF SANGER

REPORT TO THE CITIZEN'S OVERSIGHT COMMITTEE

To: Citizen's Oversight Committee
From: Gary Watahira, Interim Administrative Services Director
Subject: Measure S Budget, Revenue and Expenditure Reports
Attachments: Measure S Budget, Revenue, and Expenditure Reports for August 2017.

CONFLICT OF INTEREST:

None.

RECOMMENDATION:

This is not an action item. It is for informational and review purposes only.

EXECUTIVE SUMMARY:

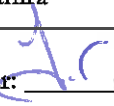
Attached are the Measure S Budget, Revenue, and Expenditure Report for the month of August 2017. This report includes the adopted budget amounts, expenditures that have been incurred during the month and year to date, and revenue that have been received during the month and year to date. The report also includes the percentages of revenues and expenditures received/spent year-to-date. The year-to-date expenditures through August 30, 2017 are at 9.69% of the budget, and revenues are at 0 % of the amount. Historically the first Measure S revenue is received at the end of September. As reported in the July report, a software purchase of \$1,934 was incorrectly posted to the Measure S fund; the posting will be corrected in the September financial reports. Due to normal processing times, the posting of activity is frequently about one month behind. At year end, additional postings to the fund may be made for up to 2 (two) months.

BACKGROUND:

The Finance Department provides this informational report to the Citizen's Oversight Committee each month.

Prepared by: Gary Watahira

Approved by: _____

REVIEW: City Manager: 

Finance: _____

City Attorney: _____

TYPE OF ITEM:

COUNCIL ACTION: APPROVED DENIED NO ACTION

- Consent
- Info Item
- Action Item
- Department Report
- Redevelopment Agency

- Public Hearing
- Matter Initiated by a Council Member
- Other
- Continued to: _____

City of Sanger
Measure S
Adopted Budget For FY 2016-17 and
Revenue & Expenditure Report For the Month Ended August 31, 2017

	Adopted Budget	Month To Date	Year-To- Date - 0.00%	Percent, Year-To- Date
<u>Revenue</u>				
Sales Tax	2,042,946	0	0	0.00%
Miscellaneous Income	0	0	0	0.00%
Interest Income	0	0	0	0.00%
Total Revenue	2,042,946	0	0	0.00%
<u>Expenditures - Police</u>				
Wages	522,849	39,950	76,873	14.70%
Overtime	75,000	3,724	10,313	13.75%
Other Benefits	293,260	16,615	38,175	13.02%
Total Wages & Benefits	891,109	60,288	125,361	14.07%
Services & Supplies	154,345	6,882	14,595	9.46%
Other Charges	0	0	0	0.00%
Total Operating Expenditures	1,045,454	67,170	139,956	13.39%
Capital Outlay	115,000	0	0	0.00%
Gang Prevention/Intervention	101,151	6,586	17,491	
Total Police Expenditures	1,261,605	73,756	157,447	12.48%
<u>Expenditures - Fire</u>				
Wages	292,696	25,391	48,858	16.69%
Overtime	35,000	1,375	5,338	15.25%
Other Benefits	135,014	11,918	23,635	17.51%
Total Wages & Benefits	462,710	38,684	77,831	16.82%
Services & Supplies	68,934	400	2,926	4.24%
Other Charges	0	0	1,934	
Total Operating Expenditures	531,644	400	4,859	0.91%
Capital Outlay	685,600	0	0	0.00%
Total Fire Expenditures	1,217,244	39,084	82,690	6.79%
Total Operating Expenditures, Capital Outlay & Gang Prevention/Intervention	2,478,849	112,840	240,137	9.69%
Net Operating Revenues (Expenditures)	(435,903)	(112,840)	(240,137)	
Fund Balance Forward from FY 2016-17	2,764,045		2,764,045	
Remaining Available Fund Balance	\$2,328,142		\$2,523,907	

At month end, there are \$612,112 of outstanding encumbrances for capital outlay.

Revenues and expenditures shown reflect known activity through the report date on a cash basis. Typically, additional activity is accrued and recorded for four to eight weeks after the period ends.



Agenda Item No.: H-4

CITY OF SANGER

REPORT TO THE CITIZEN'S OVERSIGHT COMMITTEE

To: Chairperson and Committee Members
From: Silver Rodriguez, Chief of Police
Subject: Purchase of Cellebrite Data Extraction Equipment
Attachments: Price Quote from Cellebrite

CONFLICT OF INTEREST:

None

RECOMMENDATION:

That the Measure "S" Citizen's Oversight Committee: Determine or affirm that the expenditure of \$9,900 for the purchase of a Cellebrite data extraction equipment and software is an appropriate use of the Measure "S" fund.

EXECUTIVE SUMMARY:

The Police Department desires to procure a Cellebrite data extraction device/system for use by police investigators. During the investigation of criminal cases, police investigators will often find or seize cellular phones belonging to victims or suspects. Oftentimes, the cell phones will have data or information that can assist the investigation by identifying perpetrators. The data or information extracted can be vital to proving the guilt or innocence of persons suspected of crimes. In most cases, the investigators are required to obtain a search warrant to extract data from such devices. The Police Department does not presently have (and has never had) equipment or systems to extract the data from cell phones.

During the development of the 2017-2018 Fiscal Year Budget, the Police Department planned for the purchase of this equipment and budgeted \$7,000 to procure the system. After obtaining an actual quote for the Cellebrite system, we learned that it cost \$9,000 plus tax and shipping.

Prepared by: Silver Rodriguez Approved by: Silver Rodriguez

REVIEW: City Manager: [Signature] Finance: _____ City Attorney: _____

TYPE OF ITEM:	COUNCIL ACTION:	APPROVED	DENIED	NO ACTION
<input type="checkbox"/> Consent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> Info Item	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Matter Initiated by a Council Member
<input checked="" type="checkbox"/> Action Item	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Other
<input checked="" type="checkbox"/> Department Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Continued to: _____
<input type="checkbox"/> Redevelopment Agency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

BACKGROUND:

The Police Department is in need of specialized equipment to use during criminal investigations, to extract data and information from cell phones belonging to suspects and others engaged in criminal activity. Sanger Police investigators have researched data extraction equipment/systems and found Cellebrite to be reliable, effective and commonly in use by many other law enforcement agencies. Over many years, Cellebrite has proven to be an effective tool for police officers involved in criminal investigations. Cellebrite is the manufacturer and a sole source vendor of this equipment.

The Police Department feels this equipment will be a useful aid in their efforts to solve crime, arrest persons engaged in drug sales activity and gang activity. When this item is presented to the City Council, a request for a budget adjustment will be included.

REASON FOR RECOMMENDATION:

Cellebrite is a well-known brand and piece of equipment used by law enforcement agencies in the United States and here in Fresno County. The Police Department could use this piece of equipment as an important tool to solve and gain leads in criminal investigations.

FISCAL IMPACT:

The purchase of one Cellebrite Data Extraction device/system will cost the city approximately \$9,900. During the development of the current fiscal year budget, the Police Department allocated \$7,000 to procure this equipment from the Measure "S" fund.

Cellebrite Inc.
 7 Campus Drive
 Suite 210
 Parsippany New Jersey 07054
 United States



Tel. +1 201 848 8552
 Fax. +1 201 848 9982
 Tax ID#: 22-3770059
 Company Website: <http://www.cellebrite.com>

Quote

Quote# Q-00958-1
Date: Apr 19, 2017

Bill To

Ship To
 Sanger Police Department

Contact:
Phone:

Contact:
Phone:

Customer ID	Good Through	Payment Terms	Currency	Sales Rep
SF-00039201	May 19, 2017	Net 30	USD	John Keenan

Qty	Product Code	Product Name	Start Date	End Date	Serial Number	Net Price/Unit	Net Price
1	A-UFED-01-016	UFED 4PC Ultimate				USD 9,000.00	USD 9,000.00
UFED 4PC Ultimate							

SubTotal	USD 9,000.00
Shipping & Handling	USD 85.00
Sales Tax (0.00%)	USD 0.00
Total	USD 9,085.00

Comments:

Terms and conditions:

- Payment terms: Net 30; 1.5% per month interest on late payment
- Shipping: FCA, Parsippany, NJ, USA : Limited Warranty: Hardware: 12 Months; Software: 60 days; Touch Screen: 30 days
- 12 months software support included in initial purchase. The next support period purchased begins immediately at the end of the 12 months, i.e., no gaps in support period are allowed.

Cellebrite has three different terms of sale.

Any purchase of unlocking services are governed by <http://legal.cellebrite.com/CB-us-us/index.html>.

Any purchase of UFED Analytics Enterprise services are governed by <http://legal.cellebrite.com/us/Cellebrite-Unlocking-Services-Terms-and-Conditions.pdf>.

Any other purchases of products or services, including without limitation training services, are governed by <http://legal.cellebrite.com/us/index.html>.

In addition to these terms, software is licensed by Cellebrite in accordance with an end user license agreement available at <http://legal.cellebrite.com/us/Cellebrite-EULA.pdf>.

In the event of any dispute as to which terms apply, Cellebrite shall have the right to reasonably determine which terms apply to a given purchase order.

***SALES TAX DISCLAIMER:** Cellebrite, Inc. is required to collect Sales and Use Tax for purchases made from the following certain U.S. States. Orders are accepted with the understanding that such taxes and charges shall be added, as required by law. Where applicable, Cellebrite Inc. will charge sales tax unless you have a valid sales tax exemption certificate on file with Cellebrite Inc. Cellebrite Inc. will not refund tax amounts collected in the event a valid sales tax certificate is not provided. If you are exempt from sales tax, you must provide us with your sales tax exempt number and fax a copy of your sales tax exempt certificate to Cellebrite Inc.

Please include the following information on your PO for Cellebrite UFED purchase:

- Please include the ORIGINAL QUOTE NUMBER (For example - Q-XXXXX) on your PO
- CONTACT NAME & NUMBER of individual purchasing and bill to address
- E-MAIL ADDRESS of END USER for monthly software update as this is critical for future functionality

For further information please email to Joseph Paolino at joseph.paolino@cellebrite.com