



Board Agenda Item 30

DATE: October 22, 2024

TO: Board of Supervisors

SUBMITTED BY: John Zaroni, Sheriff-Coroner-Public Administrator

SUBJECT: Establishing Revolving Cash Fund for Sheriff-Coroner-Public Administrator's Office Area 2

RECOMMENDED ACTION(S):

Adopt Resolution to establish revolving cash fund for Sheriff-Coroner-Public Administrator's Office Area 2 for use in investigative activities in the amount of \$5,000.

The recommended action would establish a revolving fund for Sheriff-Coroner-Public Administrator's Office (Sheriff) Area 2, in the amount of \$5,000. This revolving fund will be established in accordance with Government Code section 29321, to be used as a petty cash fund to conduct divisional investigative activities, including cultivating informants and purchasing stolen property as a form of solving crimes, and to be used for meals during ongoing investigations when employees are unable to leave a scene and for meals for children of victims during interviews.

ALTERNATIVE ACTION(S):

If the Board does not approve the recommended action, the revolving cash fund for Area 2 will not be established.

FISCAL IMPACT:

There is no Net County Cost associated with the recommended action. Sufficient appropriations and estimated revenues are included in the FY 2024-25 Adopted Budget to establish and replenish the recommended revolving cash fund.

DISCUSSION:

California Government Code section 29321 provides that the Board may establish a revolving fund for the use of any officer of the County, which includes any elective or appointive officer of the County and any person in charge of the office, by adopting a resolution setting forth the necessity for the fund, the office, department, service, or institution for which the fund is available, and the amount of the fund. The Auditor-Controller/Treasurer-Tax Collector (ACTTC) staff has reviewed and approved the request pending your Boards approval.

A revolving fund means a fund established to facilitate certain expenditure and cash transactions throughout the County departments under the authority delegated by the Board of Supervisors. When the balance of the revolving fund is low, it is replenished up to the accountable balance by request to the Board of Supervisors.

The recommended resolution would establish a \$5,000 revolving fund to be used by the Sheriff Area 2's

property detectives to conduct divisional investigative activities including cultivating informants by paying the informants, controlled purchase of stolen property to further criminal investigations and make arrests as a form of solving crimes, and to be used for meals during ongoing investigations when employees are unable to leave a scene, and for children of victims during interviews. The property detectives in Area 2 have begun to expand some of things they do by taking an informant management class and believe it is essential to cultivate informants as a form of solving crimes within Fresno County. Recently apprehended suspects said they would be interested in becoming confidential informants.

The Sheriff's Business Office will maintain the recommended revolving fund under its direct administrative control, with periodic disbursements to the Lieutenant designated as the Assistant Commander of Area 2. This Lieutenant will be responsible for maintaining all accounting records for the fund, with the assistance of the Sheriff's Business Office, including records of disbursement, reimbursement, consignment to Detectives, and when applicable, evidence monies.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Resolution
Report and Recommendation (ACTTC)

CAO ANALYST:

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