



CITY OF FORT BRAGG

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COUNCIL COMMITTEE ITEM SUMMARY REPORT

MEETING DATE: 09/12/2024
TO: Finance and Administration Committee
FROM: Neil J. Cervenka, Chief of Police
AGENDA ITEM TITLE: **FY 2024 Year-End Report Regarding Asset Forfeiture Discretionary and Education Fund Expenditures**

ISSUE:

The Fort Bragg City Council has adopted the following Asset Forfeiture Expenditure policy:

Asset Forfeiture Discretionary Funds:

- Expenditures under \$5,000 may be decided by the Police Chief.
- Expenditures of between \$5,000 and \$10,000 will require approval of the City Manager; a purchase order shall be required per the City's Administrative Regulation on Purchasing.
- Expenditures over \$10,000 will require approval of the City Council. The Asset Forfeiture budget shall be amended at the time of approval.
- Staff reports to the City Council will be provided on significant Asset Forfeiture expenditures identified by the City Manager.

Asset Forfeiture Education Funds:

- Expenditures will meet the mandated education and prevention guidelines.

Year-End Reporting:

- Prior to the closing of each fiscal year, a report listing all Asset Forfeiture Discretionary and Education Fund expenditures will be brought forward to the City Council's Finance & Administration Committee for review and line item budget appropriations, as necessary, will be agendaized for City Council action.

This year-end report is provided in accordance with the above policy.

SUMMARY:

The Asset Forfeiture expenditures for FY 2023-24 were made in accordance with the established policy guidelines. Expenditures are as follows:

- General Discretionary Account (Fund 167-4215-0000): **\$263,665.22**
- Law Enforcement Administrators Association (LEAA) Education Account (Fund 167-4216-0000): **\$19,784.87**
- Federal Justice Discretionary Account (Fund 167-4218-0000): **\$5,407.89**
- Federal Treasury Discretionary Account (Fund 167-4219-0000): **\$1,484.67**

The attached reports provide a summary and line item expenditures for the past year and the remaining fund balances.

RECOMMENDATION:

Receive report, review, and file line item budgetary appropriations for FY2024-25.