



CITY OF FORT BRAGG

416 N. FRANKLIN, FORT BRAGG, CA 95437
PHONE 707/961-2823 FAX 707/961-2802

COUNCIL COMMITTEE ITEM SUMMARY REPORT

MEETING DATE: JANUARY 14, 2026
TO: Finance and Administration Committee
FROM: Eric Swift, Chief of Police
AGENDA ITEM TITLE: **FY 2024/25 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 2025 were made in accordance with the established policy guidelines. Expenditures from the accounts are as follows:

- General Discretionary Account (Fund 167-4215-0000) totaled \$255,111.87
- Law Enforcement Administrators Association (LEAA) Education Account (Fund 167-4216-0000) totaled \$70,004.75

There were no expenditures from the Federal Justice Discretionary Account (Fund 167-4218-0000). There were no expenditures from the Federal Treasury Discretionary Account (Fund 167-4219-0000). The Federal Funds were depleted previously. Total Cash at bank balance declined from \$480,013 to \$295,034 with less revenues coming into the fund.

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

RECOMMENDATION:

Receive report, review, discuss, and file line item budgetary appropriations for FY 2025.