



**CITY OF FORT BRAGG**  
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**COUNCIL COMMITTEE ITEM SUMMARY REPORT**

**MEETING DATE:** November 4, 2015  
**TO:** Finance and Administration Committee  
**FROM:** Fabian E. Lizarraga, Chief of Police  
**AGENDA ITEM TITLE:** **Receive FY 2014-15 Year-End Report Regarding Asset Forfeiture Discretionary and Education Fund Expenditures**

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**ISSUE:**

In May 2009, the Finance & Administration Committee approved the following policy for expenditures of the Police Department's asset forfeiture funds:

*Asset Forfeiture Discretionary Funds:*

- Expenditures under \$5,000 may be decided by the Police Chief; a purchase order shall be required per the City's Administrative Regulation on Purchasing.
- 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 end 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 agendized for City Council action.

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

**SUMMARY:**

The Asset Forfeiture expenditures FY 2014-15 were made in accordance with the established policy guidelines. Expenditures from the General Discretionary Account (Fund 167-4215-0000) totaled

\$186,416.17. Expenditures from the Law Enforcement Administrators Association (LEAA) Education Account (Fund 167-4216-0000) totaled \$11,025.53. There were no expenditures from the Federal Justice Discretionary Account (Fund 167-4218-0000) or the Federal Treasury Discretionary Account (Fund 167-4219-0000). The attached reports provide a summary and line item expenditures for the past year and the remaining fund balances.

**RECOMMENDATION:**

Receive report, review, and recommend line item budgetary appropriations for FY 2014-15.