



AGENDA REPORT

Meeting Date: July 7, 2011
Item Number: F-13
To: Honorable Mayor & City Council
From: David L. Snowden, Chief of Police
Subject: **APPROPRIATION OF \$663,000 FROM THE SEIZED & FORFEITED
PROPERTY FUND TO ENHANCE POLICE DEPARTMENT
OPERATIONS**
Attachments: None

RECOMMENDATION

Staff recommends that the City Council move to appropriate \$663,000 from the Fund 32 fund balance (Federal/Justice Program #3202105E126) to fund purchases for the Police Department as follows:

ACCOUNT	AMOUNT
71300 - OVERTIME	\$ 300,000
72060 - OFFICE SUPPLIES	10,000
72090 - AUTOMOTIVE	7,500
72300 - ANIMAL	15,000
73030 - MAINTENANCE AND REPAIR - AUTO	7,500
73120 - ONE-TIME CONSULTANT SERVICES	71,000
73140 - TELECOM/WIRELESS	10,500
73160 - TRAVEL	10,000
73170 - TRAINING	35,000
74010 - PHOTOGRAPHIC & PRECISION EQUIPMENT	95,600
74030 - FIRE & OTHER SAFETY EQUIPMENT	20,000
74060 - COMMUNICATION EQUIPMENT	8,000
74160 - COMPUTER EQUIPMENT	65,900
74161 - COMPUTER SOFTWARE	7,000
Grand Total	\$ 663,000

INTRODUCTION

The Police Department has identified the need for additional expenditures. These purchases will be made in FY11/12 with funds acquired under the federal asset forfeiture program.

DISCUSSION

Over the past few years, the Detective Bureau has intensified its investigation of dangerous and prolific narcotics suspects. Oftentimes, exigent circumstances exist that require officers to work overtime in order to complete these investigations and apprehend offenders. Furthermore, the expansion of the Detective Bureau's activities necessitates the purchase of additional supplies, services, and equipment and requires that officers receive specialized training in law enforcement and narcotics investigations. In order to maximize the efficiency of investigations, the appropriation of additional funds needed. The recommended motion requests that the City Council appropriate \$504,000 from the Seized & Forfeited Property Fund for Detective Bureau expenditures.

The department maintains a video system in all vehicles assigned to the Patrol Bureau. The purpose of this system is to provide an accurate audio and video record of enforcement actions and other public contacts. Over the last few years, the technology related to this system has significantly improved and now allows for wireless data transmission, flexible data storage, and integration with other patrol vehicle computer systems which increase officer safety. While funds in the Vehicle Replacement Fund will begin to accrue in FY11/12 to fund the eventual replacement of these video systems, the video systems in numerous patrol vehicles are at the end of their useful life now, and funds are not currently available for their replacement. In order to increase the efficiency and effectiveness of the Patrol Bureau and upgrade the video systems in these vehicles, the appropriation of additional funds is needed. The recommended motion requests that the City Council appropriate \$80,000 from the Seized & Forfeited Property Fund for Patrol Bureau expenditures. Public Works and Transportation has confirmed that additional Internal Service Charges will not be necessary to replace these new video systems when they eventually reach the end of their useful life.

As part of the City's overall effort to physically convert paper records to digital files, the Records Bureau began automating its archive of police records in 2007. With this automation, the Police Department's records are much more accessible to investigators in the Detective and Traffic Bureaus. This accessibility reduces the need for printing hardcopies of reports and assists in creating a more streamlined and efficient investigative process. As of June 2011, over 14 years of police records have been converted to digital files. In order to comply with Government Code §34090.5, the Records Bureau must verify that over 1,000,000 pages of documents have been reproduced with "full legibility" before they can be destroyed. This process is time consuming and requires approximately 300 staff hours for each year of records that are verified as ready for destruction. The department intends to hire contract employees to assist staff with the verification process of these documents. The recommended motion requests that the City Council appropriate \$30,000 from the Seized & Forfeited Property Fund for the hiring of contract employees to assist with the verification and destruction of five (5) years of police records. The United States Department of Justice's Asset

Forfeiture & Money Laundering Section has confirmed that these are allowable expenditures under the federal Asset Forfeiture program.

The recent renovation and reconfiguration of the City's Emergency Operations Center (EOC) has led to an increased use of the Police Department's first floor roll call room for trainings, meetings, and large group briefings. This activity is in addition to the normal daily briefings that are conducted for individual watches and specialized units which the roll call room was initially designed to handle. The new demand for usage has resulted in the room being overcrowded and inefficient. The department plans to upgrade the technology available in the roll call room and increase its size. This expansion will provide more space for the room's increased usage and improve the overall efficiency of the Police Department facility. The recommended motion requests that the City Council appropriate \$21,000 from the Seized & Forfeited Property Fund to fund consulting services to design the roll call room expansion and technology upgrades. The United States Department of Justice's Asset Forfeiture & Money Laundering Section has confirmed that these are allowable expenditures under the federal Asset Forfeiture program. Additionally, the Police Department is working with Public Works and Transportation's Project Administration Division on this expansion project.

On December 21, 2010, the City Council appropriated funds from the Seized & Forfeited Property Fund to purchase a utility truck from the Emergency Services Bureau's SWAT Team. In order to operate the truck effectively in a tactical operation, the purchase and installation of a radio for this vehicle is necessary. The recommended motion requests that the City Council appropriate \$8,000 from the Seized & Forfeited Property Fund for this purchase. Because the vehicle will not be replaced at the end of its useful life, additional Internal Service Fund charges will not need to be assessed on this radio. The Fleet Services Division of Public Works and Transportation is in agreement with this approach.

Recently, the department placed an unmarked vehicle for the Special Projects Unit into service. While this vehicle normally does not respond to calls for service, the need for it to be outfitted with safety equipment to allow for emergency response is necessary. Funds to equip this vehicle with the requisite safety equipment were not budgeted for this vehicle. The recommended motion requests that the City Council appropriate \$6,000 from the Seized & Forfeited Property Fund to purchase safety equipment for this vehicle. Once this vehicle reaches the end of its useful life, it will be replaced with a comparable vehicle without this added safety equipment. Therefore, additional Internal Service Fund charges will not need to be assessed on this equipment.

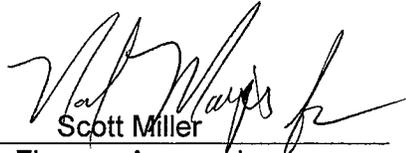
In order to increase the safety and maximize the effectiveness and safety of the department's Special Weapons and Tactics (SWAT) Team, the Emergency Services Bureau (ESB) has identified the need to purchase additional safety equipment. This new equipment consists of first aid and trauma kits and shooting scenario weapons and equipment. The recommended motion requests that the City Council appropriate \$14,000 from the Seized & Forfeited Property Fund for these expenditures.

FISCAL IMPACT

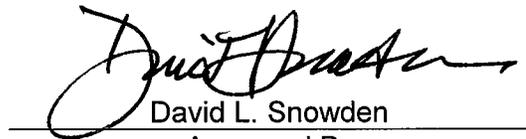
The costs associated with these purchases total \$655,000 and will be made with funds from the Seized and Forfeited Property Fund. These restricted funds have been

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received as a result of federal asset seizures and may only be used to enhance the operations of the Police Department. None of these purchases will impact the Police Department's Internal Service Fund budget in FY11/12 or future years.



Scott Miller
Finance Approval



David L. Snowden
Approved By