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Staff Report for a City of San Leandro City Council Resolution to Appropriate Asset Seizure Fund 146 Fund Balance in the Amount of \$180,000 for Police Equipment and Projects in 2018-19

**SUMMARY AND RECOMMENDATIONS**

Staff recommends that the City Council approve a resolution to appropriate Federal and State Asset Seizure funds (Fund 146) fund balance in order to purchase necessary equipment and fund projects in Fiscal Year 2018-19.

**BACKGROUND**

The Police Department has both software and equipment it seeks to fund with money from the Fund 146 (Federal) Asset Seizure Fund Balance. The projects below all comply with the federal requirements related to the use of these special funds.

Federal Funding

1. \$50,000 to fund an upgrade to the current Tyler/New World Enterprise records management system that will help facilitate the department’s migration from the FBI’s Uniform Crime Reporting (UCR) system toward the National Incident Based Reporting (NIBRS) system;
2. \$25,000 to purchase police equipment and supplies, including an unmanned aerial vehicle to augment current police resources during critical incidents.

\$75,000 (Federal) Asset Seizure Fund Balance appropriation requested

The Police Department has two separate projects it seeks to fund with money from the Fund 146 (State) Asset Seizure Fund Balance. The projects below all comply with the state requirements related to the use of these special funds.

### State Funding

1. \$35,000 to digitize archived police records that must be retained and currently take up limited space within the police department;
2. \$70,000 to fund a building project to permanently address overnight housing of San Leandro's animal population and the department's MedEvac at the Public Works Service Center.

\$105,000 (State) Asset Seizure Fund Balance appropriation requested

### **Analysis**

The requested appropriations will provide sworn police officers with the software solutions, equipment, supplies, and services necessary for advancing public safety within San Leandro. They are not currently budgeted in the General Fund operating budget for the Police Department in Fiscal Year 2018-19.

The Police Department is committed to advancing the City Council's Goal to provide high quality public safety by growing our partnership with the community. To that end, the Police Department sees a need to fund projects that enhance public safety during critical incidents, comply with federally mandated reporting requirements, and ensure the safety of San Leandro's animal population overnight or during an emergency.

Not funding these projects will jeopardize operational continuity for the Police Department and place a burden on the General Fund this budget cycle and the next.

### **Fiscal Impact and Budget Authority**

There is no fiscal impact to the General Fund. The funds are restricted to specific needs. The Police Department is required to spend the money in a way that advances public safety. These projects all comply with that legal requirement.

The Police Department requests a total appropriation of \$75,000 from Fund 146 (Federal) Asset Seizure Fund Balance into the following accounts:

1. \$50,000 into account #146-21-014-5311
2. \$25,000 into account #146-21-014-6272

The Police Department requests a total appropriation of \$105,000 from Fund 146 (State) Asset Seizure Fund Balance into the following accounts:

1. \$35,000 into account #146-21-017-5120
2. \$70,000 into account #146-21-017-7210

These appropriations will provide the Police Department with the funding needed to complete these

projects as planned in Fiscal Year 2018-19.

**PREPARED BY:** Scott Koll, Police Business Manager