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DEPARTMENT OF  
POLICE

CITY OF SACRAMENTO  
CALIFORNIA

HALL OF JUSTICE  
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SACRAMENTO, CA  
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JOHN P. KEARNS  
CHIEF OF POLICE

September 15, 1989

Budget and Finance Committee  
Sacramento, California

Honorable Members in Session:

SUBJECT: APPROVAL OF EXPENDITURE OF ASSET SEIZURE FUNDS IN THE AMOUNT OF  
\$172,810.

**SUMMARY:**

Section 11489 of the California Health and Safety Code enables assets to be seized and the monies used for law enforcement purposes.

As of July 31, 1989, the balance of available funds in the Asset Seizure Account totaled \$437,600.

This report requests that personnel, equipment and services in the amount of \$172,810 be purchased with asset seizure funds.

**BACKGROUND:**

ACCOUNTANT/AUDITOR, NARCOTICS/GANGS DIVISION:

The current staffing level of the Asset Seizure Program is insufficient to handle existing cases and the expected increase in workload during subsequent fiscal years.

The goals of the Asset Seizure Program are as follows:

- To review all currency, conveyance and personal property seizures made by patrol and investigative officers and to process all seizures meeting asset forfeiture guidelines.
- To investigate cases pertaining to real property and large assets and to process all real property and large asset seizure cases meeting forfeiture guidelines.

- To develop cases under the California Money Laundering provisions, which provide for the seizure of assets that are traceable to proceeds from controlled substance trafficking.
- Recordkeeping and accounting of monies seized and awarded.
- To prepare bank account search warrants.
- To prepare periodic reports.
- To develop policies, procedures, and training documents.

The current Accountant/Auditor III's time is consumed by reviewing and processing currency, conveyance and personal property seizures, preparing bank account search warrants, and recordkeeping and accounting of monies seized and awarded. The current level of asset forfeiture cases does not allow the auditor sufficient time to investigate and process real property and large asset cases, to develop cases under the California Money Laundering provisions, nor to develop policies, procedures, and training documents. Further, it is anticipated that the number of currency, conveyance, and personal property seizure cases initiated by patrol and investigative officers will continue to increase. From FY87/88 to FY88/89, the Narcotics/Gangs Division experienced a 238% increase in the number of asset seizure cases filed and a 139% increase in the dollar value of seized currency. The anticipated increase during the current fiscal year and subsequent fiscal years will produce a backlog of cases and the inability of the Auditor to meet filing deadlines. The approval of an additional Accountant/Auditor will allow the division to prevent this anticipated backlog from occurring.

Duties of the additional Accountant/Auditor III position will be to dedicate extensive investigative research hours toward the seizure of real property and large assets, and to develop cases based upon California Money Laundering Statutes. It will also be the duty of this position to process currency, conveyance and jewelry seizures which, due to an increasing caseload, will not be able to be processed by the existing Account/Auditor; therefore, preventing a future backlog and possible loss of asset forfeiture cases.

In addition, the individual filling the new Accountant/Auditor position will be responsible for the writing of policies and procedures, manuals, orders, training documents, and other materials necessary for the successful functioning of the Asset Seizure Program.

With the addition of the new Accountant/Auditor position, we anticipate an increase of seizure money to be over \$100,000 in the first year. We also anticipate the ability to fulfill the guidelines of the asset forfeiture program as previously outlined, to meet current backlog problems, and to prevent anticipated backlogs in asset seizure case processing as the number of cases increases in subsequent fiscal years.

#### POLICE CLERK II, NARCOTICS/GANGS DIVISION:

The Narcotics/Gangs Division is currently experiencing significant backlogs in clerical support duties, which greatly affects the efficient operation and effectiveness of the Division. These backlogs have been experienced due to an increase in the number of sworn personnel producing work within the office, an

increase in the paperwork which must be processed due to increases in narcotic arrests by both investigative and patrol officers, and an increase in the Asset Seizure Program.

Prior to the inception of the Narcotics/Gangs Division on June 11, 1988, the ratio of civilian administrative and sworn personnel to clerical support personnel was 10:1. Since the inception of the Division, the ratio has soared to 17:1. The number of narcotic-related arrests has also increased by 49% during the past year from 3248 narcotic-related arrests during 1987 to 4848 narcotic-related arrests during 1988. These increases in workload have resulted in delays in the ability of the clerical staff to answer exhaustive levels of telephone calls in a timely manner, to produce search warrants, to release suspect property within designated time limits, and to meet important deadlines for reports and other documents.

The Division's clerical staff has also experienced backlogs in logging, filing, recordkeeping, and payroll functions. The increase in the number of asset forfeiture cases has also significantly increased the burden put upon the current clerical support personnel. Additional asset seizure reports, memorandums, letters, and search warrants must be typed, phone calls taken and additional cases reviewed.

The additional Police Clerk position will be utilized to reduce the existing backlog produced by the increases in additional work created by the increased number of investigators within the Division, the increase in document processing produced by an increase in both patrol and division narcotic-related arrests, and to process paperwork created by the expansion of the Asset Seizure Program.

#### MICROCOMPUTER AND PRINTER FOR NARCOTICS/GANGS DIVISION:

A microcomputer will be required for the additional Police Clerk II position requested in this document. The computer will be used for typing search warrants, affidavits, policies and procedures, and training materials.

#### TECHNICAL EQUIPMENT FOR OFFICE OF OPERATIONS:

**Bomb suit:** The bomb suit is one of the most important safety items a bomb team can possess. The bomb suit is used to protect the bomb technician while approaching suspected devices and while performing "rendering safe" procedures. The bomb suit is the only protection a technician has to a premature detonation. Currently, our bomb squad does not have a bomb suit. As a result, the bomb squad has been subjecting itself to explosives and suspected devices without the benefit of this safety equipment.

Our department has conducted experiments in utilizing the bomb suit for SWAT tactics. Entry into a location occupied by a possibly armed suspect can be accomplished while wearing a bomb suit for protection. The bomb suit that we are recommending for purchase has applications for this tactic.

**Arwen 37 riot weapons:** It is extremely critical that, during certain SWAT tactical situations, we have a method to incapacitate a suspect without using lethal force. This weapon system does just that. It has the ability to fire two different types of rubber batons that incapacitate the suspect without causing severe injury or killing the suspect. In addition, this weapon can also

be used to deliver chemical agents.

**Robot:** Having the responsibility of responding to calls involving bombs and explosives, it is extremely critical to have available safety equipment to assist the bomb squad officer. Currently the bomb squad officer's only option is to physically approach and hand carry bombs and explosives. This robot is needed as safety equipment to assist the bomb squad officer in the safe removal of explosives and suspicious packages, remotely inspecting vehicles suspected of being "booby-trapped", and remotely view devices and containers.

Furthermore, this robot could be utilized by SWAT to remotely fire tear gas into a location unsafe for an officer to approach, search the interior of houses and businesses for armed suspects, and to remotely place items inside a location (listening devices, telephones etc.).

**Night vision devices:** This equipment will provide increased vision capabilities and will be used for night time suppression and surveillance. The need for SWAT tactics cannot be met logistically with our current equipment. SWAT needs to scout and operate in darkness. This equipment will increase officer safety and improve information gathering needed for tactical operations.

#### MICROCOMPUTER AND PRINTER, HOMICIDE SECTION:

A microcomputer and laser printer are needed by the Homicide Section in order to help manage major cases. The Homicide Section currently has no computer equipment which can be utilized for this purpose. A Laser printer is required due to the superior print quality needed for search warrants, affidavits, and other legal documents which are submitted as evidence and which require reproduction.

#### LASER PRINTERS, ROBBERY AND BURGLARY SECTIONS:

The Robbery and Burglary Sections have obtained computers for inputting robbery and burglary series information; however, they do not have printers to output information.

Laser printers are required due to the superior print quality needed for search warrants, affidavits, and other legal documents which are submitted as evidence and which require reproduction.

#### CELLULAR TELEPHONES:

Eighteen cellular telephones are required in order to provide instant confidential communications between command staff personnel. Communications would also be possible between the command staff and administrative staff. Field telephone communications at major police operations (hostage situations, drug raids, civil disturbances) is critical. These communications would not only reduce the use of valuable radio air time, but would also provide confidentiality so that individuals with scanners turned to police radio frequencies, cannot monitor confidential communications.

Eleven cellular telephones are required for Sergeants' cars. The primary use for these phones would be at major events and patrol calls that require the use of a phone in the field. These phones would allow confidential communications

and allow radio use by other units. This use will result in increased efficiency in the dispatch and handling of calls. Patrol officers are responsible for over 50% of all drug-related arrests. Telephones in patrol sergeants' vehicles will allow for timely exchange of information between officers in the field and investigators in the office.

One cellular telephone is required by the on-call SWAT Sergeant. This would allow immediate communications with the on-scene Incident Commander, and would enable the SWAT Sergeant to assess the situation while en route. All this could be done without broadcasting detailed, confidential information over the radio.

One cellular telephone is required for the Director of Reserve Operations. This would allow the supervisor to communicate with the boat patrol during special water events and with event coordinators during marathons, festivals, parades, and other special events. This would eliminate the need to search for public telephones. Often phones cannot be located, especially by the boat patrols.

**FINANCIAL:**

The total cost of the requested personnel and equipment is \$172,810. The requested items are critical to the department and are not available through the general fund. The following is a financial breakdown of the items requested:

	COSTS	
	FY 89/90	ONGOING
1. Auditor and Police Clerk for the Narcotics/Gangs Division	\$ 55,100	\$ 81,010
2. Microcomputer and supplies for Narcotics/Gangs Division	\$ 3,300	0
3. Technical equipment for Office of Operations		
Bomb Suit	14,000	0
2 Arwen 37 riot weapons with ammunition and supplies	6,060	500
Robot equipped with shotgun, laser designator and 2 camera vision system	48,900	0
2 Predator 2" night vision devices	9,700	0
4. Microcomputer with laser printer for Homicide	5,230	150
5. Laser printer for Robbery	2,210	150

6.	Laser printer for Burglary	2,210	150
7.	Cellular telephones for supervisors and management staff.	<u>26,100</u>	<u>18,600</u>
TOTALS		<u>\$172,810</u>	<u>\$100,560</u>

Salary and benefits for the Auditor and the Police Clerk will be \$81,010 for fiscal year 1990/91. It is requested that \$81,010 from Asset Seizure awards received during the current fiscal year be used to cover the additional personnel cost for 90/91.

The additional ongoing costs of \$19,550 will be absorbed in the Department's FY90/91 budget.

**RECOMMENDATION:**

It is recommended that the Budget and Finance Committee approve this report and forward it to the City Council for consideration.

Respectfully submitted,

  
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JOHN P. KEARNS  
CHIEF OF POLICE

Recommendation Approved:

  
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JACK R. CRIST  
DEPUTY CITY MANAGER

Contact person to answer questions:

CAPTAIN JERRY LEDBETTER, 449-5796

JPK:slw  
Ref No: 9-47

ALL DISTRICTS  
September 26, 1989

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# RESOLUTION NO.

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF \_\_\_\_\_

## RESOLUTION AUTHORIZING THE TRANSFER AND EXPENDITURE OF ASSET SEIZURE FUNDS AND INCREASING THE FY 1989/90 OPERATING BUDGET OF THE POLICE DEPARTMENT

WHEREAS, the Sacramento Police Department desires to obtain personnel, equipment, and services in the amount of \$172,810 utilizing funds received through the asset seizure program.

NOW, THEREFORE, BE IT RESOLVED that the Office of Investigations, Narcotics/Gang Division be increased by 1.0 FTE for an Accountant/Auditor III position and by 1.0 FTE for a Police Clerk I/II position.

BE IT FURTHER RESOLVED that the 1989/90 operating budget of the Police Department is increased by \$172,810 as follows:

### EXPENSE

101-210-2134-41XX (Acct/Auditor)	\$ 35,860
101-210-2141-41XX (Police Clerk)	19,240
101-210-2141-4630 (computer)	2,500
101-210-2141-4462 (computer supplies)	800
101-210-2122-4630 (Arwen 37)	3,000
101-210-2122-4431 (Arwem safety equip)	890
101-210-2122-4432 (Arwen ammunition)	2,070
101-210-2122-4281 (Arwen freight)	100
101-210-2121-4630 (bomb suit)	14,000
101-210-2121-4630 (robot)	46,000
101-210-2121-4261 (transportation)	2,290
101-210-2121-4262 (meals)	210
101-210-2121-4263 (lodging)	400
101-210-2122-4630 (night vision device)	9,700

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101-210-2131-4630 (equipment)	9,650
101-210-2155-4630 (cellular telephones)	15,620
101-210-2158-4208 (cellular airtime)	<u>10,480</u>
TOTAL	\$172,810
101-210-21XX-4374	(\$172,810)
TOTAL	<u>-0-</u>

REIMBURSEMENTS

579-210-21XX-4274	\$172,810
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DATE ADOPTED: \_\_\_\_\_