

INTRADEPARTMENTAL CORRESPONDENCE

BPC# 1028  
**RECEIVED**

JAN 17 2019

**POLICE COMMISSION**

January 18, 2019  
3.5

**REVIEWED**

**TO:** The Honorable Board of Police Commissioners

**FROM:** Chief of Police

*Richard J. Frank*  
**RICHARD J. FRANK**  
EXECUTIVE DIRECTOR  
1/17/19  
DATE

**SUBJECT:** SUPPLEMENTAL POLICE ACCOUNT 31 (SPA 31)

**RECOMMENDED ACTIONS**

1. That the Board APPROVE the Supplemental Police Account 31 expenditure plan.
2. That the Board TRANSMIT to the Mayor and City Council the Supplemental Police Account 31 expenditure plan.

**DISCUSSION**

The Adopted Budget for FY 2017/18 included a Department of Justice allocation of \$1.5 million for SPA 31. These funds are for discretionary use by the Department; however, expenditures are contingent on the development and approval of an expenditure plan detailing use of these funds.

The attached fact sheet summarizes the anticipated expenditure of funds allocated to SPA 31; and Addenda I through III detail the line items within each schedule of expenses. Funding for miscellaneous operational expense, equipment, and training expense from SPA 31 is intended to supplement funding approved in SPA 29 and SPA 30 to support ongoing operations.

If you have questions, please contact Annemarie Sauer, Police Administrator II, Fiscal Operations Division, at (213) 486-8590.

Respectfully,



MICHEL R. MOORE  
Chief of Police

**BOARD OF  
POLICE COMMISSIONERS**  
Approved *January 22, 2019*  
Secretary *Maria Silva*

Attachments

## INTRADEPARTMENTAL CORRESPONDENCE

January 16, 2018  
3.5

**TO:** Chief of Police

**FROM:** Office of Support Services

**SUBJECT:** APPROVAL AND TRANSMITTAL OF THE SUPPLEMENTAL POLICE  
ACCOUNT EXPENDITURE PLAN 31 (SPA 31)

It is recommended that the Chief of Police approve and transmit to the Board of Police Commissioners a request to approve the expenditure plan for SPA 31. Los Angeles Administrative Code Section 5.115, which established the Forfeited Assets Trust Fund, annually allocates \$1.5 million for the SPA. During annual budget deliberations, the Mayor and Council allocate these funds in support of the Los Angeles Police Department (Department).

The Adopted Budget for FY 2017/18 included the Department of Justice allocation of \$1.5 million for SPA 31. These funds are for discretionary use by the Department; however, expenditures are contingent on the development and approval of an expenditure plan detailing use of the funds. During FY 2017/18, the indicated Divisions and the Office of Special Operations reviewed and approved the SPA plan.

The attached fact sheet summarizes the anticipated expenditure of funds allocated to SPA 31. Funding for miscellaneous operational expense, equipment, and training expense from SPA 31 is intended to supplement funding approved in SPA 29 and SPA 30 to support ongoing operations.

If you have questions or concerns, please contact Annemarie Sauer, Police Administrator II, Fiscal Operations Division, at (213) 486-8590.



JON F. PETERS, Assistant Chief  
Director, Office of Support Services

Attachments

**FACT SHEET**

**SUPPLEMENTAL POLICE ACCOUNT  
EXPENDITURE PLAN 31 (SPA 31)  
January 22, 2018**

The Los Angeles Administrative Code Section 5.115 provides for the Forfeited Assets Trust Fund, and within this fund, the Supplemental Police Account (SPA). The SPA is an annual allocation of \$1.5 million to the Los Angeles Police Department (Department) with the expenditure plan approved by the Mayor and City Council. The Adopted Budget for Fiscal Year 2017/18 included an allocation of Department of Justice funds totaling \$1.5 million for SPA.

Actual disbursement of these funds can occur only after an expenditure plan is submitted and approved by the Mayor and City Council. Fiscal Operations Division prepares the annual expenditure plan based upon operational needs associated with miscellaneous operational expenses, equipment, and training expenses.

The proposed expenditure plan for SPA 31 is divided into three categories with the following proposed allocations:

I.	Miscellaneous Operational Expense	\$ 648,246
II.	Equipment	\$ 422,163
III.	Travel & Training	\$ 429,591
	<b>TOTAL</b>	<b>\$ 1,500,000</b>

Funding for operational expenses included in SPA Plans 29 and 30 are being augmented with funding in SPA 31 with the intent of ensuring support to regular operations until its final approval. Following is the summary of information on the anticipated expenditures in each category.

**MISCELLANEOUS OPERATIONAL EXPENSES - \$648,246 (Addendum I)**

Funding for miscellaneous operating expenses will provide continuous support to a variety of law enforcement activities as required.

Funding in the amount of \$1,150 is being provided to CTSOB (formerly Emergency Operations Division "EOD") for CDR Software renewal.

Funding in the amount of \$30,879 is being provided to Major Crimes Division (MCD) for a telecommunications expenses.

Funding in the amount of \$16,550 is being provided to Commercial Crimes Division (CCD) for software services, GPS tracking, and air time cards.

Funding in the amount of \$10,377 is being provided to Robbery Homicide Division (RHD) for GPS tracking services, cell phone service, and other telecommunications expenses.

## FACT SHEET

### **SUPPLEMENTAL POLICE ACCOUNT EXPENDITURE PLAN 31 (SPA 31) January 22, 2018**

Funding in the amount of \$231,455 is being provided to Gang and Narcotics Division (GND) for a camera internet server, bucket truck and undercover vehicle leases, veterinarian services, and other telecommunications expenses.

Funding in the amount of \$72,085 is being provided to Force Investigation Division (FID) and Special Operations Division (SOD) for one-year service for a tracking system, air and cellular service, an audio recording service, software licensing, equipment repair, and SOD vehicle rentals.

Funding in the amount of \$273,750 is being provided to the Office of the Chief of Police (OCOP) for the administration of a community survey.

Funding in the amount of \$12,000 is also being reserved for unforeseen miscellaneous expenses and increases in telecommunications expenditures.

#### **EQUIPMENT - \$422,163 (Addendum II)**

The expenditure plan for SPA 31 reflects the need for safety and support equipment required to bolster law enforcement activities in the City of Los Angeles, such as specialized technology equipment, surveillance equipment, investigative tools, and canine replacement.

Funding in the amount of \$35,534 is being provided to Property Division for the purchase of equipment essential to maintaining the proper chain of custody.

Funding in the amount of \$34,493 is being provided to MCD for surveillance communication equipment for undercover operations.

Funding in the amount of \$41,917 is being provided to Metropolitan Division (METRO) for replacement of scuba equipment and repair, maintenance, and replacement of guns and ammunition.

Funding in the amount of \$118,136 is being provided to CCD for various forensic and decrypting software, hard-disk drives, computer/phone cables and parts, safe equipment, GPS trackers, and chip readers.

Funding in the amount of \$150,016 is being provided to GND for canine replacement, a canine kennel, camera equipment, ammunition, range fees, and various investigative tools.

Funding in the amount of \$1,747 is being provided to RHD for two tracking devices with accessories and an activation fee for Special Investigation Section (SIS) operations.

## FACT SHEET

### **SUPPLEMENTAL POLICE ACCOUNT EXPENDITURE PLAN 31 (SPA 31) January 22, 2018**

Funding in the amount of \$28,320 is being provided to Special Operations Division (SOD) for the purchase of a power supply kit, radio equipment, computer equipment and accessories, and covert video/audio equipment.

Funding in the amount of \$12,000 is also being reserved for unforeseen miscellaneous expenses and increases in telecommunications expenditures.

#### **TRAVEL AND TRAINING - \$429,591 (Addendum III)**

Supplemental Police Account 31 includes funding for work-related travel and training for the following Department entities:

- \$98,550 for MCD
- \$32,850 for CCD
- \$1,150 for RHD
- \$38,983 for GND
- \$21,003 for SOD

Funding in the amount of \$181,610 for Air Support Division is for simulator and flight safety training, all of which have been proven to aid in the overall life and safe operation of the aircraft.

Funding in the amount of \$40,000 is for the Chief of Police's (COP's) discretionary travel budget; and the funding amount for the Department's participation in the National Police Week activities remains at \$10,000. Discretionary travel funds are provided for the COP with the intent of providing a funding source to support the Chief's efforts in promoting the professional image and reputation of the Department and to further the Department's role in professional law enforcement organizations.

Funding in the amount of \$5,445 is also being reserved for unforeseen miscellaneous expenses.

#### **ADDENDA**

- I. Miscellaneous Operational Expense
- II. Equipment
- III. Travel & Training

Prepared by:  
Fiscal Operations Division

**SUPPLEMENTAL POLICE ACCOUNT  
EXPENDITURE PLAN 31 (SPA 31)  
SCHEDULE OF MISCELLANEOUS OPERATIONAL EXPENSE**

SERIAL NUMBER	BUREAU	DIVISION	CATEGORY	AMOUNT
EX001	CTSOB	formerly EOD	Software Service & Expense	\$1,150
EX002	CTSOB	MCD	Telecommunications	\$14,235
EX003	CTSOB	MCD	Telecommunications	\$16,644
EX004	DB	CCD	Software Service & Expense	\$2,464
EX005	DB	CCD	Software Service & Expense	\$5,475
EX006	DB	CCD	Telecommunications	\$1,533
EX007	DB	CCD	Software Service & Expense	\$780
EX008	DB	CCD	Telecommunications	\$2,102
EX009	DB	CCD	Telecommunications	\$2,098
EX010	DB	CCD	Telecommunications	\$2,098
EX011	DB	RHD	Telecommunications	\$5,252
EX012	DB	RHD	Telecommunications	\$1,840
EX013	DB	RHD	Telecommunications	\$3,285
EX014	DB	GND	Telecommunications	\$34,164
EX015	DB	GND	Telecommunications	\$1,445
EX016	DB	GND	Vehicle Lease & Rental	\$28,470
EX017	DB	GND	Vehicle Lease & Rental	\$10,950
EX018	DB	GND	Canine Equipment & Expenses	\$9,855
EX019	DB	GND	Telecommunications	\$828
EX020	DB	GND	Telecommunications	\$26,280
EX021	DB	GND	Telecommunications	\$3,614
EX022	DB	GND	Telecommunications	\$52,797
EX023	DB	GND	Telecommunications	\$49,109
EX024	DB	GND	Computer Hardware & Software	\$6,831
EX025	DB	GND	Computer Hardware & Software	\$1,637
EX026	DB	GND	Miscellaneous Expense	\$5,475
EX027	PSB	FID	Software Service & Expense	\$1,324
EX028	PSB	FID	Software Service & Expense	\$810
EX029	PSB	FID	Software Service & Expense	\$1,324
EX030	PSB	FID	Software Service & Expense	\$810
EX031	PSB	FID	Software Service & Expense	\$1,324
EX032	PSB	FID	Software Service & Expense	\$1,324
EX033	PSB	SOD	Vehicle Lease & Rental	\$43,800
EX034	PSB	SOD	Telecommunications	\$2,628
EX035	PSB	SOD	Telecommunications	\$7,243
EX036	PSB	SOD	Audio Recording	\$2,738
EX037	PSB	SOD	Repairs, Replacement, & Maintenance	\$2,190
EX038	PSB	SOD	Vehicle Lease & Rental	\$6,570

**SUPPLEMENTAL POLICE ACCOUNT  
EXPENDITURE PLAN 31 (SPA 31)  
SCHEDULE OF MISCELLANEOUS OPERATIONAL EXPENSE**

SERIAL NUMBER	BUREAU	DIVISION	CATEGORY	AMOUNT
EX039		COP	Community Survey	\$273,750
EX040		DEPT-WIDE	MISCELLANEOUS	\$12,000
				<b>\$648,246</b>



**ADDENDUM I**  
**SUPPLEMENTAL POLICE ACCOUNT**  
**EXPENDITURE PLAN 31 (SPA 31)**  
**SCHEDULE OF EQUIPMENT**

SERIAL NUMBER	BUREAU	DIVISION	CATEGORY	AMOUNT
EQ001	OSS	PROP	Miscellaneous Equipment	\$27,374
EQ002	OSS	PROP	Miscellaneous Equipment	\$8,160
EQ003	CTSOB	MCD	Surveillance Equipment	\$34,493
EQ004	CTSOB	METRO	Miscellaneous Equipment	\$5,782
EQ005	CTSOB	METRO	Repairs & Replacement Equipment	\$7,665
EQ006	CTSOB	METRO	Guns and Ammunition	\$28,470
EQ007	DB	CCD	Computer Software	\$10,184
EQ008	DB	CCD	Computer Software	\$3,285
EQ009	DB	CCD	Computer Software	\$6,132
EQ010	DB	CCD	Computer Software	\$48,180
EQ011	DB	CCD	Computer Software	\$2,190
EQ012	DB	CCD	Computer Software	\$2,847
EQ013	DB	CCD	Computer Hardware	\$12,319
EQ014	DB	CCD	Computer Hardware	\$5,475
EQ015	DB	CCD	Computer Hardware	\$5,475
EQ016	DB	CCD	Miscellaneous Equipment	\$357
EQ017	DB	CCD	Miscellaneous Equipment	\$66
EQ018	DB	CCD	Miscellaneous Equipment	\$84
EQ019	DB	CCD	Miscellaneous Equipment	\$56
EQ020	DB	CCD	Miscellaneous Equipment	\$215
EQ021	DB	CCD	Miscellaneous Equipment	\$175
EQ022	DB	CCD	Miscellaneous Equipment	\$2,419
EQ023	DB	CCD	Safe Equipment	\$1,862
EQ024	DB	CCD	Safe Equipment	\$1,533
EQ025	DB	CCD	Safe Equipment	\$1,095
EQ026	DB	CCD	Safe Equipment	\$2,957
EQ027	DB	CCD	Safe Equipment	\$657
EQ028	DB	CCD	Safe Equipment	\$329
EQ029	DB	CCD	Safe Equipment	\$164
EQ030	DB	CCD	Safe Equipment	\$1,752
EQ031	DB	CCD	Safe Equipment	\$548
EQ032	DB	CCD	Safe Equipment	\$2,026
EQ033	DB	CCD	Safe Equipment	\$1,095
EQ034	DB	CCD	Safe Equipment	\$1,095
EQ035	DB	CCD	Safe Equipment	\$219
EQ036	DB	CCD	Safe Equipment	\$329
EQ037	DB	CCD	Safe Equipment	\$219
EQ038	DB	CCD	Safe Equipment	\$296
EQ039	DB	CCD	Safe Equipment	\$493
EQ040	DB	CCD	Miscellaneous Equipment	\$414
EQ041	DB	CCD	Miscellaneous Equipment	\$263
EQ042	DB	CCD	Miscellaneous Equipment	\$515
EQ043	DB	CCD	Miscellaneous Equipment	\$408
EQ044	DB	CCD	Miscellaneous Equipment	\$408



**ADDENDUM I**  
**SUPPLEMENTAL POLICE ACCOUNT**  
**EXPENDITURE PLAN 31 (SPA 31)**  
**SCHEDULE OF EQUIPMENT**

SERIAL NUMBER	BUREAU	DIVISION	CATEGORY	AMOUNT
EQ045	DB	GND	Camera Equipment	\$49,275
EQ046	DB	GND	Canine Equipment & Expense	\$41,610
EQ047	DB	GND	Canine Equipment & Expense	\$2,300
EQ048		GND	Canine Equipment & Expense	\$10,950
EQ049	DB	GND	Camera Equipment	\$8,103
EQ050	DB	GND	Camera Equipment	\$8,213
EQ051	DB	GND	Camera Equipment	\$2,190
EQ052	DB	GND	Guns & Ammunition	\$21,900
EQ053	DB	GND	Miscellaneous Equipment	\$5,475
EQ054	DB	RHD	Surveillance Equipment	\$1,747
EQ055	PSB	SOD	Miscellaneous Equipment	\$1,533
EQ056	PSB	SOD	Surveillance Equipment	\$5,585
EQ057	PSB	SOD	Surveillance Equipment	\$3,502
EQ058	PSB	SOD	Surveillance Equipment	\$3,832
EQ059	PSB	SOD	Computer Hardware	\$263
EQ060	PSB	SOD	Surveillance Equipment	\$6,789
EQ061	PSB	SOD	Surveillance Equipment	\$1,341
EQ062	PSB	SOD	Surveillance Equipment	\$5,475
EQ063		DEPT-WIDE	MISCELLANEOUS	\$12,000
				<b>\$422,163</b>

**ADDENDUM I  
SUPPLEMENTAL POLICE ACCOUNT  
EXPENDITURE PLAN 31 (SPA 31)  
SCHEDULE OF TRAVEL AND TRAINING**

SERIAL NUMBER	BUREAU	DIVISION	CATEGORY	AMOUNT
TT001	CTSOB	ASD	Training	\$165,221
TT002	CTSOB	ASD	Training	\$16,389
TT003	CTSOB	MCD	Travel & Training	\$98,550
TT004	DB	CCD	Travel & Training	\$13,140
TT005	DB	CCD	Travel & Training	\$12,045
TT006	DB	CCD	Travel & Training	\$7,865
TT007	DB	RHD	Training	\$1,150
TT008	DB	GND	Travel & Training	\$26,280
TT009	DB	GND	Travel & Training	\$4,928
TT010	DB	GND	Travel & Training	\$1,533
TT011	DB	GND	Travel & Training	\$6,242
TT012	PSB	SOD	Travel & Training	\$10,950
TT013	PSB	SOD	Training	\$5,125
TT014	PSB	SOD	Training	\$3,285
TT015	PSB	SOD	Training	\$1,643
TT016		COP	Travel & Training	\$40,000
TT017		COP	Travel & Training	\$10,000
TT018		DEPT-WIDE	MISCELLANEOUS	\$5,445
				<b>\$429,591</b>