



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Suzanne Sherman, City Manager

THRU: Mariano Augello, Chief of Police

DATE: November 21, 2024

RE: Consideration of expenditures from the Palm Bay Police Department's Law Enforcement Trust Fund for legal costs associated with the Asset Forfeiture Program, bank fees, and annual Reindeer Run (\$15,700).

SUMMARY:

In accordance with Florida law, funding in the amount of \$15,700 is being requested from the Law Enforcement Trust Fund (LETf) undesignated fund balance for fiscal year 2024/2025.

Funding in the amount of \$5,000 is needed to provide the initial funding for legal costs that are required to support the Asset Forfeiture Program for Fiscal Year 2024/2025. This funding will cover the costs for court fees, summons fees, legal advertisements, certified mailings, etc. on forfeiture cases conducted by the City Attorney's Office.

Funding in the amount of \$500 is being requested to cover the bank fee expenditures associated required to support the Asset Forfeiture Program for Fiscal Year 2024/2025. This funding will cover the periodic bank fees, administered by the Finance Department, associated with the Law Enforcement Trust Fund (Fund 101).

Funding in the amount of \$10,200 is being requested for the annual Cops and Friends Reindeer Run event. This event will be hosted along with the Walmart Supercenter on Malabar Road on December 12, 2024, and will aim to serve 102 children from 17 local elementary schools who qualify for free or reduced lunches. City of Palm Bay Police Department personnel shop with the children who will be given a \$100 gift card to purchase items within the store for the holiday. Additional personnel serve as festive characters to enhance the shopping event which serves the overall public purpose of fostering a positive relationship between law enforcement personnel and the local children. This event has been a tradition in our community for over a decade with the Police Department receiving support from within the city as well as community partners who gather to give these children a great experience during the holiday season. The total projected cost for this event will be \$10,350, which includes the gift cards and antlers for the program. The funding

for the antlers, \$150, will be spent from the Police Department's FY25 approved operating budget, therefore, the funding request from the Law Enforcement Trust fund for the Reindeer Run event will be \$10,200.

The total requested funding from LETF for all of the above expenditures is \$15,700.

REQUESTING DEPARTMENTS:

Police

FISCAL IMPACT:

The projected fiscal impact of \$15,700 will be allocated on a future budget amendment from the undesignated fund balance within the Law Enforcement Trust Fund (Fund 101) to the appropriate line items for the expenditures.

STAFF RECOMMENDATION:

Motion to approve expenditures of LETF as described herein up to \$15,700.

ATTACHMENTS:

1. LETF Certification Statement 25-1