



## AGENDA MEMORANDUM

First Reading Ordinance for the City Council Meeting of March 19, 2013  
Second Reading Ordinance for the City Council Meeting of March 26, 2013

**DATE:** March 4, 2013  
**TO:** Ronald L. Olson, City Manager  
**FROM:** Floyd Simpson, Chief of Police  
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### Appropriating abandoned/unclaimed monies from Police Property room

#### **CAPTION:**

Ordinance appropriating \$11,586.71 from abandoned/unclaimed monies from the Police Property Room, changing the FY 2012-2013 Operating Budget adopted by Ordinance No.029577 by increasing revenue and expenditures in the General Fund No. 1020 by \$11,586,71each.

#### **PURPOSE:**

Appropriate the funds for use by the Property room to purchase equipment.

#### **BACKGROUND AND FINDINGS:**

Under the Texas Code of Criminal Procedure, Article 18.17, all abandoned or unclaimed property and monies in possession of the Police Department that are not evidence or contraband may be delivered to the "person designated by the municipality" for disposition.

Proper procedure requires that notice be sent to the owner by certified mail, giving 90 days to reclaim the property. If no claim is received, the funds are available for city use and deposited directly into the City Treasury. Proper notification methods under the Code of Criminal Procedure were followed and no claims were received by purported owners of the funds. Therefore the monies are now available for city use.

The Police Department will use the funds for equipment to enhance the Property Room and allow for more efficient operations.

#### **ALTERNATIVES:**

#### **OTHER CONSIDERATIONS:**

#### **CONFORMITY TO CITY POLICY:**

Conforms to City Policy

**EMERGENCY / NON-EMERGENCY:**

Non-emergency

**DEPARTMENTAL CLEARANCES:**

Finance  
Budget

**FINANCIAL IMPACT:**

X Operating            X Revenue             Capital             Not applicable

| <b>Fiscal Year: 2012-2013</b> | <b>Project to Date Expenditures (CIP only)</b> | <b>Current Year</b> | <b>Future Years</b> | <b>TOTALS</b> |
|-------------------------------|--|---------------------|---------------------|---------------|
| Line Item Budget              |  |                     |                     |               |
| Encumbered / Expended Amount  |  |                     |                     |               |
| This item                     |  | 11,586.71           |                     | 11,586.71     |
| BALANCE                       |  | 11,586.71           |                     | 11,586.71     |

Fund(s): General

**Comments:.**

**RECOMMENDATION:**

Staff recommends appropriation of the funds.

**LIST OF SUPPORTING DOCUMENTS:**

Ordinance