

MEMORANDUM

DATE: October 14, 2003
TO: The Board of Supervisors
FROM: Kenneth W. Middlebrook, Deputy Chief of Police
SUBJECT: Carry Forward Funds – Records Management System

The Department of Criminal Justice Service (DCJS) awarded a Records Management Grant during FY 02 to the Police Department in the amount of \$134,900 (\$101,175 DCJS funds and \$33,725 in matching funds). The Police Department added an additional \$36,500 for training, travel, and equipment purchases that weren't covered by the Grant. The Grant was accepted on January 8, 2002, by the Board of Supervisors. Since that time, \$150,588 has been expended or obligated. It is requested that the remaining \$20,812 be declared a continuing appropriation into the FY 04 Budget for completion of this project.

Staff recommends approval of the attached resolution.

Kenneth W. Middlebrook

KWM/gb
grantDCJS.mem

Attachment