

**TIM HARRIS
DISTRICT ATTORNEY, DISTRICT 14
STATUTORY REPORT
PROPERTY FORFEITURE FUND
FOR THE YEAR ENDED
JUNE 30, 2005**

This publication is printed and issued by the State Auditor and Inspector as authorized by 74 O.S. § 212 (E) and 63 O.S. §2-506. Pursuant to 74 O.S. § 3105.B, six (6) copies have been prepared and distributed at a cost of \$13.28. Copies have been deposited with the Publications Clearinghouse of the Oklahoma Department of Libraries



STATE OF OKLAHOMA
OFFICE OF THE AUDITOR AND INSPECTOR

JEFF A. McMAHAN
State Auditor and Inspector

April 12, 2007

Tim Harris, District Attorney
District 14

Transmitted herewith is the statutory report for the District Attorney of District 14, Tulsa County, Oklahoma (the District), for the fiscal year ended June 30, 2005. A report of this type is critical in nature; however, we do not intend to imply that there were not commendable features in the present accounting and operating procedures of the District.

We wish to take this opportunity to express our appreciation for the assistance and cooperation extended to our office during the conduct of our procedures.

The Office of the State Auditor and Inspector is committed to serve the public interest by providing independent oversight and to issue reports that serve as a management tool to the state to ensure a government which is accountable to the people of the State of Oklahoma.

Sincerely,

A handwritten signature in cursive script that reads "Jeff A. McMahan".

JEFF A. McMAHAN
State Auditor and Inspector

TABLE OF CONTENTS

Introductory Information	ii
Statutory Report of State Auditor and Inspector	1
Property Forfeiture Fund Analysis	3
Schedule of Findings and Recommendations.....	4

INTRODUCTORY INFORMATION

Most district attorneys in the state have a Property Forfeiture Fund. The fund is not subject to fiscal year limitations and is to be used for enforcement of controlled dangerous substances laws, drug abuse prevention and education, and is maintained by the District Attorney to be used at his or her discretion for those purposes. The revenues for said fund come from the proceeds of forfeited assets.

Any cash, vehicles, real property, or other assets used in the commission of or acquired as a result of a crime as described in the Uniform Controlled Dangerous Substances Act is presumed to be forfeitable.

Asset forfeiture is an effective law enforcement tool used by local district attorneys to deprive criminals of their ill-gotten gains by seizing the proceeds of criminal activity and property used to facilitate crime. The proceeds of seized, forfeited assets make a substantial contribution to the investigation and prosecution of drug related offenses.



STATE OF OKLAHOMA
OFFICE OF THE AUDITOR AND INSPECTOR

JEFF A. McMAHAN
State Auditor and Inspector

Statutory Report

Mr. Tim Harris
District Attorney, District 14
Tulsa County Courthouse
Tulsa, Oklahoma 74103

For the purpose of complying with 74 O.S. §212 (E) and 63 O.S. §2-506, we have performed each of the following procedures as it relates to the records of the Property Forfeiture Fund for the fiscal year 2005:

- Examine a group of receipts and deposit slips for propriety.
- Review sale documentation for selected cases to determine whether forfeited assets were sold after due notice at public auction to the highest bidder in accordance with 63 O.S. §2-508.C.3.
- Review the distribution of proceeds of the sale for selected cases to determine the distribution was in accordance with Court order pursuant to 63 O.S. §2-506.K.
- Determine whether expenditures tested were used for enforcement of controlled dangerous substance laws, drug abuse prevention and education in accordance with 63 O.S. §2-506.L.3.
- Determine whether expenditures tested were supported by approved claims, invoices, and independent verification that goods or services paid for were received in accordance with 63 O.S. §2-508.C.3.
- Determine whether the District Attorney prepared and submitted an annual report to the Board of County Commissioners showing the total deposits, total expenditures, beginning and ending balances in accordance with 63 O.S. §2-506.L.3.
- Determine whether expenditures were properly classified and whether the District Attorney reconciles the balance with the County Treasurer monthly in accordance with 63 O.S. §2-508.C.3.

Our engagement was limited to the procedures performed above and was less in scope than an audit performed in accordance with accounting standards generally accepted in the United States of America. Accordingly, we do not express an opinion on any general-purpose financial statements of Tulsa County.

Based on our procedures performed, the District is properly receipting and depositing the proceeds of forfeitures; forfeited assets were sold after proper notice at public auction to the highest bidder; the proceeds of forfeitures were distributed as directed by Court orders; expenditures were made for lawful uses; expenditures were supported by invoices and independent verification that goods or services paid for were received; the District Attorney prepared and submitted an annual report to the Board of County Commissioners; expenditures are properly classified and the District Attorney reconciles the balance of the Property Forfeiture Fund with the County Treasurer's records monthly. With respect to expenditures being supported by approved claims, our finding is included in the schedule of findings and recommendations.

We have included in this report a detailed analysis of the Property Forfeiture Fund.

This report is intended for the information and use of the District Attorney and Tulsa County officials. However, this report is a matter of public record and its distribution is not limited.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff A. McMahon". The signature is written in a cursive style with a large, looping initial "J".

JEFF A. McMAHAN
State Auditor and Inspector

March 26, 2007

PROPERTY FORFEITURE FUND ANALYSIS

BEGINNING CASH BALANCE ON JULY 1, 2004 \$ 736,995

INCOME

Cash forfeited 479,529
Court ordered assessments 5,839
Non-cash assets forfeited and sold 54,350

TOTAL INCOME (before distributions) 539,718

DISTRIBUTION TO OTHER AGENCIES

Cash returned to other agencies 351,904

TOTAL DISTRIBUTIONS 351,904

EXPENDITURES BY DISTRICT ATTORNEY

Personnel and benefits 217,347
Operating expense 1,267
Other: Grant matches 2,024

TOTAL EXPENDITURES 220,638

ENDING CASH BALANCE ON JUNE 30, 2005 \$ 704,171

SCHEDULE OF FINDINGS AND RECOMMENDATIONS

Finding 2005-1

Criteria: To ensure proper accounting of all funds, all cash voucher claims should have adequate authorization for the payment of the claim.

Condition: From test work performed, we noted one (1) instance from our sample of twenty-four (24) where there was not an approved claim for the requested voucher.

Effect: An unauthorized cash voucher claim may have been paid.

Recommendation: We recommend all expenditures made through the Property Forfeiture account have an approved claim requesting the voucher to be issued.

Views of responsible officials and planned corrective actions: Our office will ensure that all requests for vouchers issued through the Property Forfeiture account have an approved claim prior to issuing the voucher.