

**GENE CHRISTIAN
DISTRICT ATTORNEY, DISTRICT 6
STATUTORY REPORT
PROPERTY FORFEITURE FUND
FOR THE YEAR ENDED
JUNE 30, 2003**

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STATE OF OKLAHOMA
OFFICE OF THE AUDITOR AND INSPECTOR

JEFF A. McMAHAN
State Auditor and Inspector

October 8, 2003

Gene Christian, District Attorney
District 6

Transmitted herewith is the statutory report for the District Attorney of District 6, Stephens, Grady, Jefferson, and Caddo Counties, Oklahoma, (the District) for the fiscal year ended June 30, 2003. 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 black ink that reads "Jeff A. McMahan".

JEFF A. McMAHAN
State Auditor and Inspector

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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

Gene Christian
District Attorney, District 6
Stephens County Courthouse
Duncan, Oklahoma 73023

For the purpose of complying with 74 O.S. §212 (E), we have performed the following procedures as it relates to the records of the Property Forfeiture Fund for the fiscal year 2003:

- We examined a group of receipts and deposit slips for propriety.
- We reviewed 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. §2-508C.3.
- For selected cases, the distribution of proceeds of the sale was reviewed to determine the distribution was in accordance with Court order pursuant to 63 O.S. §2-506K.
- We determined whether expenditures tested were used for enforcement of controlled dangerous substance laws, drug abuse prevention and education in accordance with 63 O.S. §2-506L.3.
- We determined 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. §2-508C.3.
- We determined 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. §2-506L.3.
- We determined whether expenditures were properly classified and whether the District Attorney reconciles the balance with the County Treasurer monthly in accordance with 63 O.S. §2-508C.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 Stephens County, Grady County, Jefferson County, or Caddo County.

Based on our procedures performed; District 6 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; 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 District 6 expenditures being supported by invoices and approved claims, our finding is presented in the attached Schedule of Findings and Recommendations.

We have prepared a detailed analysis of the Property Forfeiture Fund, which is presented following this report.

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

Sincerely,

A handwritten signature in black ink that reads "Jeff A. McMAHAN". The signature is written in a cursive style with a large initial "J" and "M".

JEFF A. McMAHAN
State Auditor and Inspector

September 29, 2003

Schedule of Findings and Recommendations

Finding 2003-1 - Expenditures

Criteria: Effective internal control should include accounting procedures necessary to ensure stewardship and accountability of public funds. Expenditures of the Property Forfeiture Revolving Fund should be supported by approved claims and supporting documentation such as invoices.

Condition: Of the four counties in District 6, expenditures were not supported by approved claims in Grady or Caddo Counties. In addition, in Caddo County voucher #1198 was not supported by an invoice.

Recommendation: We recommend all expenditures be supported by approved claims and invoices

Management's Response: Procedures have been implemented to ensure that all expenditures be supported by approved claims and invoices.

PROPERTY FORFEITURE ACCOUNT ANALYSIS

BEGINNING CASH BALANCE ON JULY 1, 2002		<u><u>\$ 32,387</u></u>
INCOME		
Cash forfeited	\$ 51,792	
Court ordered assessments	1,050	
Value non-cash assets forfeited and sold	<u>16,332</u>	
TOTAL INCOME (before distributions)		<u><u>\$ 69,174</u></u>
DISTRIBUTION TO OTHER AGENCIES		
Cash returned to other agencies		\$ 13,929
Equipment purchased for other agencies		<u>17,263</u>
TOTAL DISTRIBUTIONS		<u><u>\$ 31,192</u></u>
EXPENDITURES BY DISTRICT ATTORNEY		
Personnel and benefits	\$ 24,098	
Costs of prosecution/investigation	145	
Education/prevention	850	
Equipment	2,798	
Rent	359	
Other	<u>8,594</u>	
TOTAL EXPENDITURES		<u><u>\$ 36,844</u></u>
ENDING CASH BALANCE ON JUNE 30, 2003		<u><u>\$ 33,525</u></u>