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TOWN OF BRUSLY, LOUISIANA
INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING
AGREED-UPON PROCEDURES
FOR THE PERIOD
JULY 1, 2010 THROUGH JUNE 30, 2014

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

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INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

Honorable Mayor Joey Normand and Council Members
Town of Brusly, Louisiana
Brusly, Louisiana

We have performed the procedures enumerated below as they are a required part of the engagement. We are required to perform each procedure and report the results, including any exceptions. Management is required to provide a corrective action plan that addresses all exceptions noted. For any procedures that do not apply, we have marked "*not applicable*."

Management of the Town of Brusly, Louisiana (the "Town") is responsible for its financial records, establishing internal controls over financial reporting, and compliance with applicable laws and regulations. These procedures were agreed to by the Mayor and the Town Council Members, solely to assist the users in assessing certain controls and in evaluating management's assertions about the Town's compliance with certain laws and regulations during the years ended June 30, 2011, June 30, 2012, June 30, 2013, and June 30, 2014 (or prior if applicable).

The agreed-upon procedures engagement was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of Government Auditing Standards. The sufficiency of these procedures is solely the responsibility of the specified users of this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures, findings, recommendations, and responses from management are as follows:

1. Police Department compliance with Town of Brusly code of ordinances Chapter 4 – "Personnel."

Procedures

We requested a list of police officers who were employed by the Town of Brusly during the years of 2010 through 2014. We received a list of seventeen officers with their names and addresses.

We reviewed the Town of Brusly code of ordinances Chapter 4-"Personnel" and developed a questionnaire to be completed by each of the officers. Questions were designed to determine if the Police Department was following their Personnel Code of Ordinances. (See Attachment A)

Findings

Out of the seventeen questionnaires that were mailed to officers, seven questionnaires were completed and returned to us. We have received no response on the remaining ten questionnaires. We inquired of the Town officials if they desire us to pursue a response on the remaining ten questionnaires. They observed that seven responses would be sufficient for the required analysis.

The following discrepancies were noted:

- Two of the officers did not complete an eight week P.O.S.T. Academy. They were both full time officers and are not current employees of the Town.
- Two of the officers chew or dip tobacco while on duty.
- All seven of the officers agreed that their uniforms were not inspected daily.
- Three of the officers confirmed that they did not dress in full uniform while in the courtroom.
- One officer stated that he had struck a prisoner while not in self-defense or executing a lawful arrest. He is a full time employee and a current officer of the Town.
- Two officers confirmed that no written report was prepared and submitted to the Chief of Police for damaged or lost property belonging to the Police department.

The above findings are not in compliance with the Town of Brusly Code of Ordinances Chapter 4- "Personnel" manual.

Recommendation

Management should review their Police Department personnel manual and enforce the codes on the police officers. Management should periodically inspect the police officers and prepare written reports when necessary. Revisions and updates should be made to the manual as deemed necessary.

Management's Response

Management concurs with the findings. Management is in the process of rewriting the SOP to include only police department relevant information. Management has already reinforced the need to follow good practices already part of department policy and will follow up to assure those policies are adhered to in the future. Management will provide "Use of Force" training and any other training necessary. All current officers have P.O.S.T training documentation.

2. Review of the Police Department officer inventory sheets.

Procedures

We requested a list of all full-time officers that were employed by the Town during the periods of examination. We examined all employee personnel files for officer inventory sheets and psychological evaluations. The files were located in a locked cabinet in the Police Department.

Findings

Seventeen full-time officers were employed by the Town during the periods of examination. Two officers did not have a personnel file. Four officers did not have officer inventory sheets in their personnel file. Ten officers did not have a psychological evaluation in their personnel file. Out of these ten, three officers remain currently employed by the Town of Brusly Police Department.

See Attachment B. Copies of the Inventory Sheets are included for management use to determine the completeness and accuracy of the Inventory Sheets and also to determine if the equipment issued to former officers has been returned to the Police Department.

Recommendation

As set forth in the Police Department Standard Operating Procedures (SOP), officer inventory sheets should be maintained for all officers and officer inventory inspections should be completed on a periodic basis. Psychological evaluations should be completed for all officers prior to commencement of employment and kept in their personnel file. Personnel files should be reviewed annually for completeness.

Management's Response

Management agrees with this finding. Effective immediately, all personnel files will be maintained by the Town Clerk. All relevant documentation will be contained in one personnel file. All current officers have up to date psychological evaluations in their personnel files. With regard to the inventory sheets, all officers (full time and reserve) have returned all Town owned property, equipment has been reissued and witnessed by two witnesses and new inventory sheets have been started for each officer. Management will reinforce the inventory sheet policy. Management will attempt to recover equipment issued to former officers if there is no documentation of the return of their equipment.

3. Review of the Police Department "SOP" to determine if it conflicts with the Town of Brusly ordinances.

Procedures

We analyzed the Police Department Standard Operating Procedures (SOP) and compared it to the Town of Brusly ordinances noting omissions or discrepancies.

Findings

The following omissions or discrepancies were noted in the SOP:

General Policy

1. There was no reference to leave of absence without pay, workers compensation payments, outside employment, statutory subsistence allowance, salary supplements, group insurance for retirees or for full-time employees.
2. There is a reference to military leave in the SOP providing a leave of absence up to 14 days. In the Town of Brusly ordinances, the leave of absence is up to 15 days.
3. Various types of leave are mentioned in the SOP but there is no specific reference to civil leave or funeral leave.

Social Security

1. In the SOP, there is no mention of social security declaration, execution of agreement, withholdings, contributions, or record and reports.

Retirement System

1. The SOP states that the retirement system shall be as provided by law or ordinance. There were no specifics related to memberships, withholdings, authorized agents, qualifications or duties.

Drug and Alcohol Testing

1. In the SOP, there is reference to intoxicating liquor and drugs, habitual use of liquor and drugs, non-prescription drugs, and public bars and disreputable places. There are no specific guidelines on laboratory testing, notice and consent of testing policy, tampering with test procedure, sanctions, or confidentiality of information.

Use of Municipal Vehicles

1. Section 27.10 of the Town ordinances states that municipal vehicles should only be used by Town officials or employees for the conduct of Town business. The vehicle is to be used only in West Baton Rouge Parish limits and have no passengers other than those in pursuit of a suspect or transport of persons in custody to or from Police Department or jail. The SOP states that units may be used during off duty hours and within West Baton Rouge Parish. Use of vehicle outside of Parish would need the approval of the Chief of Police or the Assistant Chief of Police. Officers are also allowed to transport family members and civilians in the take home units. Unmarked vehicles may be used at any time in the parishes that connect to West Baton Rouge Parish without prior approval.

Contracts and Other Business with Municipality

1. The SOP prohibits the officer from being affiliated with any organization that prevents him from performing his duties as a police officer. The Town of Brusly ordinances references prohibited contractual arrangements, assistance to certain persons after termination of public service, exceptions and enforcements.

Recommendation

The Standard Operating Procedures should be revised to include the missing details and categories that are included in the Town of Brusly ordinances.

Management's Response

Management agrees with this finding. To avoid duplication and confusion, the Town of Brusly will have only one personnel manual. The personnel manual will contain information applicable to all personnel. The police department will rewrite the department SOP to contain items only relevant to conduct and policies of police personnel. Management will assure there are no conflicts in the two documents. The vehicle use policy will be included in the Town personnel manual. Management will assure compliance with all approved documents.

4. **Review all Police Department and related organization bank accounts and prepare a summary of receipts and disbursements for the period July 1, 2010 (or prior if so indicated) to the present.**

Procedures

We were provided copies of bank statements and invoices for the Brusly Auxillary Police Department account from September 2007 through March 2014 and the Brusly Police Department savings account from July 2005 through June 2008. We examined the receipts and disbursements in each account. The attributes examined for cash disbursements included proper period, proper signatures and invoice support. Two signatures are required on all checks.

Findings

It was noted that the Auxillary account is not an audited account and is not affiliated or controlled by the Town of Brusly governing authority. In the Brusly Auxillary Police Department account (see Attachment C), there were ten disbursements over the period September 2007 through March 2014. We noted the following:

1. In January 2008, a check was written to Goodwood Hardware in the amount of \$545.93. The invoice description stated the purchase was for a fry cutter and paddles. Two signatures were included on the check.
2. In April 2009, a disbursement was made to AT&T for \$502.54 and another disbursement for \$8.00 was made to the same payee. Only one authorized signatory was included on both checks.
3. In June 2009, a check was written to Guitar Center in the amount of \$754.21. The invoice description stated the purchase was for a speaker and a five channel programmer. There was only one signature on the check.
4. In July 2009, a check was written to Cash in the amount of \$700.00. The description on the check stated that the funds were to be used for a Back to School function. There was no invoice support and only one signature on the check.
5. In September 2009, a check was written to Cash in the amount of \$600.00. The description on the check stated that the funds were to be used for jambalaya ingredients. There was no invoice support; however, the check did include two signatures. Per discussion with management, the validity of the second signature is the subject of criminal charges being brought as the result of a State Inspector General's investigation.

6. In December 2009, a check was written to Cash in the amount of \$200.00. The description on the check stated that the funds were to be used for a Christmas party. There was no invoice support; however, the check did include two signatures. Per discussion with management, the validity of the second signature is the subject of criminal charges being brought as the result of a State Inspector General's investigation.

In the Brusly Police Department savings account (see Attachment C), there were four receipts from Richard Ward's office and one receipt from the City Court of Plaquemine. According to the "State Guidelines for Handling Confidential Funds," all items should be classified as purchase of services, purchase of evidence or purchase of information. An activity log or ledger should be maintained showing cash in/cash out transactions and the ending balance. The ledger should be reconciled quarterly and vouchers should be maintained to document the use of the funds. Numerous example forms are included in the State Guidelines such as Activity Log, Transaction Record of Each Confidential Fund Advance, Non-informant Case-Related Expenditures form, Receipt from Informant of Payment for Future Purchase of Controlled Substances, etc. We found no forms as mentioned in the State Guidelines for Handling Confidential Funds. Regarding disbursements, we noted the following:

1. In November 2005, a cashier check was made to Truck Vault for \$1,607.62. The invoice description was an Expedition Mag two drawer.
2. In January 2006, a cashier check was made to Nexcom for \$257.94. All supporting documentation was available.
3. In June 2006, a cashier check was made to Mike Gerald Trailer Depot for \$959.00. The invoice description was for a 6x14 McClain Utility trailer.
4. In September, October and November of 2007, a cashier check was made to AT&T for \$161.02, \$198.35, and \$97.33 respectively. The same wireless phone number was contained on each bill for all three months.
5. In December 2007, a savings withdrawal was made for \$600. The description on the withdrawal slip read "Drug Buy Money".
6. In March 2008, a savings withdrawal was made for \$625.00. There is no detail on the withdrawal.

The appropriateness of each expenditure should be determined by management.

It appears that bank accounts were maintained outside of the governance of the Town of Brusly and not incorporated into the annual audit. Due to the lack of invoice support, proper authorization, and proper signatures, generally accepted accounting principles were not followed.

Recommendation

All bank accounts should be maintained and accounted for within the financial statements of the Town of Brusly Police Department. All disbursements should have proper support. Proper support includes authorized signatures on check, proper approval, reason for disbursement, and invoice support. In addition, the Town should follow the "State Guidelines for Handling Confidential Funds" when transactions involve drug funds.

Management's Response

Management agrees with this finding. All police department banking accounts have been closed. Transactions in those accounts are the subject of pending criminal charges. No accounts will be opened by or for the benefit of any department unless that account is subject to the same policies and procedures of all other transactions in the Town and the accounts are included in the annual audit.

5. **Review the Police Department disbursements of \$500 or greater commencing with the fiscal year 2010-2011 and determine if the non-consumable (capital) items acquired are presently in the possession of the department and if not, determine whether their disposition has been accomplished in a legal and appropriate manner.**

Procedures

We requested a general ledger for disbursements of \$500 or greater (see Attachment D) for the periods of examination and supporting documentation for these transactions, including copy of invoice, check stub, and any other documentation available. We examined supporting documentation for each transaction and questioned the Police department as to whether the item was presently in their possession. We physically examined these items. The disposition of items not in the possession of the Police Department were examined and the documentation of proper disposition of those items was confirmed.

Findings

All supporting documentation was examined for all disbursements of \$500 or greater. Further questioning occurred with the Police Department on these disbursements. Other than the discrepancies detailed below, all capital items of \$500 or greater were in the Police Department's possession and were physically examined. The capital items that were disposed during the period of examination included three police car units. These police car units were purchased before the period of examination. All three police units were disposed in a legal and appropriate manner, as set forth by LA R.S. 49:125.

Discrepancies found through examination and interviews are as follows:

1. Emergency police lights were purchased by the Police Department on September 29, 2010 and placed on a personal vehicle of a fellow police officer, as authorized by the Chief of Police. The invoice stated that emergency lights were installed on a police unit that was in possession of the Police department at the time. The Town of Brusly Police department is currently in the process of retrieving the emergency lights from the individual.
2. Five Global Positioning System (GPS) units were purchased by the Police Department on August 7, 2013 for the police units. When purchased, the GPS units were connected to the police cars of the Police department. In May 2014, a Town officer was instructed by the Chief of Police to remove the GPS units from the police cars. The units were placed in a locked drawer in the police station. Only four GPS units were examined and the department was not able to identify the last GPS unit.

Recommendation

All capital items that are presently in the Police Department's possession should be accounted for and maintained by the Police Department. An inventory of all capital items should be completed periodically in order to maintain physical and internal control of the Police Department's major capital items. If a capital item is no longer beneficial to the Police department, the item should be disposed in a legal and appropriate manner, as set forth by LA R.S. 49:125.

In regards to the police cars, a listing of all improvements/additions and repairs to each car should be maintained by the Police Department. Inspections should be completed on the cars periodically to confirm that all improvements/additions are presently on the car.

Management's Response

Management agrees with this finding. The emergency police lights have been recovered. We will continue pursuit of the GPS unit. A complete inventory of all police equipment is in progress. By the time we move into the new police station, every item will be listed on the inventory and many items will be auctioned off. Inventories of all Town equipment will be reviewed on a periodic basis and maintained by management.

6. **Review the Police Department purchases of firearms and track them to the current inventory of firearms or their legal and appropriate disposition.**

Procedures

We requested a completed list of firearms as maintained by the Police Department. We were provided with several lists of firearms from the Police Department. In examining the lists, we noticed there were duplications of firearms on the various lists. In order to avoid duplications, we combined the lists into one consolidated list of firearms as noted in Attachment E. We requested to examine each firearm on the list. If the firearm was not on the list, we requested to see disposition documentation for the firearm.

Findings

From the inventory list, the following firearms could not be located:

1. COLT Detective 38 Special – Serial Number 30244M
2. Benelli 12 Gauge Auto – Serial Number M158484
3. Tactic 45 – Serial Number 25-071077
4. Remington Model 700 – Serial Number 56290108
5. M-16 – Serial Number 8108137
6. Ultraviolet Source – Serial Number 22589
7. AR15 Gun – Serial Number 3703
8. Colt Government 1911 – Serial Number 58672G70
9. North American Arms – Serial Number E149036
10. North American Arms – Serial Number E138288
11. Taurus PT-22 – Serial Number AYK40980
12. Smith and Wesson – Serial Number CET6166
13. Smith and Wesson – Serial Number CERT6167
14. Taurus .357 Caliber Handgun – Serial Number 87032
15. Taurus .357 Caliber Handgun – Serial Number 87034
16. Taurus .357 Caliber Handgun – Serial Number 87028
17. Colt .357 Caliber Handgun – Serial Number L79826
18. Smith and Wesson .357 Caliber Handgun – Serial Number N229003
19. Ithaca Model .37 Shotgun – Serial Number 371234086
20. Remington Model 870 Shotgun – Serial Number 12304231

The firearms that were missing could not be traced to a legal and appropriate disposition, as set forth by LA R.S. 40:1798.

Recommendation

An annual inventory of firearms should be conducted in order to maintain an accurate record of the firearms that are presently in the Police Department's possession. Any firearm that is to be discarded should be disposed in a legal and appropriate manner, as set forth by LA R.S. 40:1798.

Management's Response

Management agrees with this finding. Of the twenty missing firearms, six have been recovered. One will never be recovered. Of the remaining thirteen, the Inspector General's office is assisting the Town in the location and possible recovery of those firearms. Management agrees with the recommendation with regard to following state law (LA R.S. 40:1798) in the disposal of all Town equipment.

7. Meetings will be scheduled with Town officials to apprise them of the progress made toward the accomplishment of the above listed procedures. Each of the above listed procedures is independent and will have separate completion dates.

Procedures

We had several face to face meetings with the Mayor and current Chief of Police. Periodic updates regarding the status of the project, timelines, procedures, and results were given to both through email. All questions and suggestions were properly addressed.

Findings

Not Applicable

We were not engaged to perform, and did not perform, an audit, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely of the use of management of the Town and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Baxley & Associates, LLC

Plaquemine, Louisiana
August 4, 2014

OFFICER NAME _____

RANK _____

PHONE NUMBER _____

YEARS OF EMPLOYMENT WITH THE TOWN OF BRUSLY _____

	<u>YES</u>	<u>NO</u>	<u>N/A</u>
1. Did you complete and pass on 8 week P.O.S.T. academy in order to maintain employment?	___	___	___
2. Have you ever been subject to disciplinary action for violation of rules, ordinances, or statutes?	___	___	___
3. Have you ever been suspended by the Chief or Asst. Chief of Police? If so, did you violate disciplinary action?	___	___	___
4. Did you appeal to the Board of Alderman or the Mayor because you felt like you were subject to disciplinary action without just cause?	___	___	___
5. While on duty, do you chew or dip tobacco?	___	___	___
6. When appearing in the courtroom, are you always dressed in full uniform?	___	___	___
7. While on duty, do you smoke cigarettes, cigars or a pipe?	___	___	___
8. Have you ever loaned your badge or identification to another person?	___	___	___
9. Have you ever struck a prisoner except in self-defense or in executing a lawful arrest?	___	___	___
10. Have you ever brought liquor or illegal drugs into the police department or into a public building except in the line of duty or upon permission?	___	___	___
11. While in uniform or on duty, have you ever entered a public drinking place except in the line of duty?	___	___	___
12. Have you ever been charged or convicted of a felony?	___	___	___
13. Have you ever been charged or convicted of a misdemeanor? If so, what disciplinary action was taken?	___	___	___
14. Have you ever had your wages garnished? If so, what disciplinary action was taken?	___	___	___
15. Have you observed the guideline of giving proper leave /notification?	___	___	___
16. Have you ever taken "emergency leave"? If so, was it approved by the Chief of Police?	___	___	___
17. Have you ever accepted or collected costs or fees for services? If so, did you have written permission from the Chief of Police?	___	___	___
18. Have you ever released a prisoner without proper authority?	___	___	___
19. Have you always placed confiscated property in a locked vault?	___	___	___
20. Have you ever given interviews or made statements for publications without the permission of the Chief of Police?	___	___	___
21. Do you have a phone in your residence? Is the phone maintained at your own expense?	___	___	___
22. Is your firearm a .38 or greater?	___	___	___
23. Have you ever discharged your firearm accidentally? If so, did you file a written report to the Chief of Police?	___	___	___
24. Have you ever reported damaged or loss property belonging to the Police Dept.?	___	___	___

ATTACHMENT B

**POLICE DEPARTMENT
INVENTORY SHEETS**

EQUIPMENT FOR OFFICER		
ITEM	ISSUED	DESCRIPTION
GUNBELT		
HOLSTER		
MAGAZINE POUCH		
MACE POUCH		
RADIO HOLDER		2
HANDCUFF CASE		2
FLASHLIGHT HOLDER		
FLASHLIGHT		
BELT KEEPERS		4
BADGE		
COLLAR PINS		
NAME TAG		
U.S. FLAG		
POWDER		
TROUSERS		
S/S SHIRT		
LS SHIRT		
JACKET		
TASER X00-211422		
RAINCOAT		
HAT		
MAGAZINES		2
ASP/HOLDER		2
HANDCUFFS		
MACE		
FLASHLIGHT		
FLASHLIGHT CHARGER		
RADIO		
RADIO CHARGER		
RADIO BATTERY		
WEAPON BOOK KA 345 7	SHOT GUN REMINGTON	870-0541772M 2/21/11
BULLETPROOF VEST		
TICKET HOLDER		
POLICY MANUAL		
L.R.S. LAW BOOK(S)		
MISCELLANEOUS		
TASER	X00-267041	2/21/2011
TASER CART.	T07-1418946	2/21/2011
ALL ITEMS ISSUED ARE THE RESPONSIBILITY OF THE OFFICER ISSUED TO.		
RECEIVING OFFICER:		INVENTORY OFFICER
DATE: 2/21/11		NED ROBERTSON
EQUIPMENT FOR OFFICER		

OK
OK
OK
OK

2 OK
2 OK
OK

4 OK
OK
OK
OK
OK

OK
OK
OK
OK

OK
OK
OK
OK
OK

OK
OK
OK

OK
OK
OK
OK

OK
OK
OK

OK

1-4-12

Sgt. Robertson

6/27/14
 Returned
 Set
 Supervisor

1-halls connector
 Tape

EQUIPMENT FOR OFFICER:	ISSUED	RESIGNED:
ITEM	ISSUED	DESCRIPTION
GUNBELT	1	
HOLSTER		
MAGAZINE POUCH	1	
MACE POUCH	1	
RADIO HOLDER		
HANDCUFF CASE	1	
FLASHLIGHT HOLDER		
GLOVE POUCH		
BELT KEEPERS		
BADGE	1	SRD
COLLAR PINS	Set	
NAME TAG	1	
U.S. FLAG	1	
TOWN PIN		
TROUSERS	SRD Pair 511	5 Pair Class A
S/S/SHIRT		
LS SHIRT	1	
JACKET	1 Navy Duty	Black dress jacket
TASER/HOLSTER		
RAINCOAT		
HAT	2	
MAGAZINES		
ASP/HOLDER		
HANDCUFFS		
MACE	1	
FLASHLIGHT	1	
FLASHLIGHT CHARGER	2	
RADIO	1	205 C.K. MS 718
RADIO CHARGER	1	
RADIO BATTERY	1	
WEAPON		
BULLETPROOF VEST		
TICKET HOLDER		10 SRD OFFICE
POLICY MANUAL		
L.R.S. LAW BOOK(S)		SRD OFFICE
MISCELLANEOUS		
LAD TOP, Keyboard, Mouse Power Cord		39057994
Rain suit	Lo 99 Toggys	Black boots
Tazer charger		
ALL ITEMS ISSUED ARE THE RESPONSIBILITY OF THE OFFICER ISSUED TO.		
RECEIVING OFFICER:		INVENTORY OFFICER
DATE 5/30/2014		Jt. Robinson
EQUIPMENT FOR OFFICER		Robinson office

Town Hall
 Key
 P.D. office
 Key

1- yellow Polo
 shirt
 1- Gray Chinos
 Set.

LAPTOP

Polo
 2 Pair Brown Cargo 511
 1 Grey Comm shirt
 1 Army " shirt
 2 LS Green Polo shirts
 3 511 Polo shirts
 1 Red 511 Comm Street shirt
 1 white 5/2 Polo shirt
 2 511 Under Armor Green
 1 511 Polo shirt

7/11/14

EQUIPMENT FOR OFFICER		HIRE DATE:
		RESIGNED:
ITEM	ISSUED	DESCRIPTION
GUNBELT	1	
HOLSTER	1	
MAGAZINE POUCH	1 double	
MACE POUCH	1	
RADIO HOLDER	1	
HANDCUFF CASE	2	
FLASHLIGHT HOLDER	1	
GLOVE POUCH		
BELT KEEPERS	4	
BADGE	1	green
COLLAR PINS	1 set	
NAME TAG	1	
U.S. FLAG		
TOWN PIN		
TROUSERS	1 BDU 5 class #	1 BDU
S/S SHIRT	5 class #	1 BDU
LS SHIRT	1 class #	
JACKET	1	1 olive, 1 light jacket
TASER/HOLSTER	1 X00-211422	
RAINCOAT	1	
HAT	1	
MAGAZINES	3 returned	3 new
ASP/HOLDER	1	
HANDCUFFS	2	
MACE	1	
FLASHLIGHT	1	
FLASHLIGHT CHARGER	1	
RADIO	1	205C HK 5220
RADIO CHARGER	Fire Dept	
RADIO BATTERY	1	
WEAPON	1 Glock 22	RTY 048 light (0)
BULLETPROOF VEST	1	
TICKET HOLDER	1 / 1 ms	
POLICY MANUAL	1	
L.R.S. LAW BOOK(S)	1	
MISCELLANEOUS		
2 Green ties		
4000 Shirts	3 Jan 1 Blue 1 Gray	
2 Ice Shirts		
ALL ITEMS ISSUED ARE THE RESPONSIBILITY OF THE OFFICER ISSUED TO.		
RECEIVING OFFICER:		INVENTORY OFFICER
DATE		Don Alleman
EQUIPMENT FOR OFFICER		J. T. Kallahan

Key # 8

J. T. K... MB

EQUIPMENT FOR OFFICER	ISSUED	HIRE DATE:
ITEM	ISSUED	RESIGNED:
		DESCRIPTION
GUNBELT	1	
HOLSTER	1	
MAGAZINE POUCH	1	
MACE POUCH	1	
RADIO HOLDER	1	
HANDCUFF CASE	2	
FLASHLIGHT HOLDER	1	
GLOVE POUCH	—	
BELT KEEPERS	5	
BADGE	1	
COLLAR PINS	1 set	
NAME TAG	1	
U.S. FLAG	—	
TOWN PIN	—	
TROUSERS	2	
S/S SHIRT	1	
LS SHIRT	1	
JACKET	2	
TASER/HOLSTER	1 - No taser	4 Coat - Camera
RAINCOAT	—	
HAT	1	
MAGAZINES	3	
ASP/HOLDER	1	No taser
HANDCUFFS	2	
MACE	1	
FLASHLIGHT	1	
FLASHLIGHT CHARGER	1	
RADIO	1	
RADIO CHARGER	1	
RADIO BATTERY	1	
WEAPON	1	Dev 298 us
BULLETPROOF VEST	1	Jan. 2014
TICKET HOLDER	—	Left in car
POLICY MANUAL	—	
L.R.S. LAW BOOK(S)	—	Left in car
MISCELLANEOUS		
BD 12 shirt	1	
BD 4 pants	1	
Under Armor	3	
ALL ITEMS ISSUED ARE THE RESPONSIBILITY OF THE OFFICER ISSUED TO.		
Tie	1	
RECEIVING OFFICER:		INVENTORY OFFICER
DATE 6/2/14		
EQUIPMENT FOR OFFICER		

1 Pair Gloves
 1- Pair ear muffs
 1- Gun Light
 1- Safety Vest
 1- Rubber Gloves

1- Black Clip Board
 1- Black Bag
 4- Shot Gun shells
 1- Bases Knocks

EQUIPMENT FOR OFFICER		
ITEM	ISSUED	DESCRIPTION
GUNBELT	1	
HOLSTER	1	
MAGAZINE POUCH	1	
MACE POUCH	1	
RADIO HOLDER		
HANDCUFF CASE	2	
FLASHLIGHT HOLDER	1	
GLOVE POUCH		
BELT KEEPERS		
BADGE		
COLLAR PINS		
NAME TAG		
U.S. FLAG		
TOWN PIN		
TROUSERS	2 CLASS A 1 BDU	
S/S SHIRT	2 CLASS A 1 BDU	
LS SHIRT	1 CLASS A	
JACKET	1	
TIE	1	
RAINCOAT		
HAT		
MAGAZINES	3	
ASP HOLDER		
HANDCUFFS		
MACE		
FLASHLIGHT	STINGER DS LED 75813	
FLASHLIGHT CHARGER	STINGER DS LED 75813	
RADIO		
RADIO CHARGER		
RADIO BATTERY		
WEAPON	1 GLOCK 40 DEV220	
BULLETPROOF VEST	1	
TICKET HOLDER		
POLICY MANUAL		
L.R.S. LAW BOOK(S)		
MISCELLANEOUS	RAIN GEAR	
TAZER	XOO-211422	
TAZER HOLDER	1 LEG MODEL	
ALL ITEMS ISSUED ARE THE RESPONSIBILITY OF THE OFFICER ISSUED TO.		
RECEIVING OFFICER:		INVENTORY OFFICER
DATE: 3/10/10		
EQUIPMENT FOR OFFICER	N. ROBERTSON	

11/14 new Inventory

EQUIPMENT FOR OFFICER		HIRE DATE:
ITEM	ISSUED	RESIGNED:
		DESCRIPTION
GUNBELT	1	Yellow belt
HOLSTER	1	
MAGAZINE POUCH	1	double
MACE POUCH	1	
RADIO HOLDER	1	
HANDCUFF CASE	2	
FLASHLIGHT HOLDER	1	
GLOVE POUCH		
BELT KEEPERS	5	
BADGE		
COLLAR PINS		
NAME TAG		
U.S. FLAG		
TOWN PIN		
TROUSERS	9	9 BDU
S/S SHIRT	10	12 polo
LS SHIRT	2	
JACKET		
TASER/HOLSTER/charger	1	X00Z1279
RAINCOAT	1	
HAT		
MAGAZINES	3	3 new
ASR/HOLDER		
HANDCLIPPS	3	
MACE	1	
FLASHLIGHT	1	
FLASHLIGHT CHARGER	1	
RADIO		
RADIO CHARGER		
RADIO BATTERY		
WEAPON	1	DEV 299 US XHT-176
BULLETPROOF VEST		
TICKET HOLDER	1	
POLICY MANUAL		
L.R.S. LAW BOOK(S)		
MISCELLANEOUS		
1 Radar Gun	1 Speed Gun	HHM 556001601 (veh)
1 Blue Ear Muff	1	
ALL ITEMS ISSUED ARE THE RESPONSIBILITY OF THE OFFICER ISSUED TO.		
RECEIVING OFFICER:		INVENTORY OFFICER
DATE		<i>[Signature]</i>
EQUIPMENT FOR OFFICER		

3 Green
6 Tan
2 White
1 Black

Commission Card

Key # 3 (mk)

EQUIPMENT FOR OFFICER		
ITEM	ISSUED	DESCRIPTION
GUNBELT	1	
HOLSTER	1	
MAGAZINE POUCH	1	
MACE POUCH	1	
RADIO HOLDER	1	
HANDCUFF CASE	1	
FLASHLIGHT HOLDER	1	
GLOVE POUCH		
BELT KEEPERS	4	
BADGE	1	
COLLAR PINS	1 SET	<i>Scars</i>
NAME TAG	1	
U S FLAG		
TOWN PIN		
TROUSERS	1/A 1/A	36
S/S/SHIRT	1/A 1/A	16 1/2
LS SHIRT		
JACKET	1	1/24/2011
RAINCOAT		
HAT		
MAGAZINES	3	<i>Returned</i>
ASP/HOLDER	1	
HANCUF S	1	
MACE	1	
FLASHLIGHT		
FLASHLIGHT CHARGER	1	
RADIO	205 C 6 1974	
RADIO CHARGER	1	
RADIO BATTERY	1	
WEAPON	GPT9 4 GLOCK <i>Returned</i>	
BULLETPROOF VEST	1	
TICKET HOLDER		
POLICY MANUAL		
L R S LAW BOOK(S)		
MISCELLANEOUS	TASER X00-579197 <i>RU</i>	X00 267041
	HOSTER CAM CHARGER <i>Prober</i>	
ALL ITEMS ISSUED ARE THE RESPONSIBILITY OF THE OFFICER ISSUED TO		
RECEIVING OFFICER		INVENTORY OFFICER
ISSUED 8/9/10		NED ROBERTSON
EQUIPMENT FOR OFFICER		

6/6/14

Return to PD

EQUIPMENT FOR OFFICER		HIRE DATE:
		RESIGNED:
ITEM	ISSUED	DESCRIPTION
GUNBELT		
HOLSTER		
MAGAZINE POUCH		
MACE POUCH		
RADIO HOLDER		
HANDCUFF CASE		
FLASHLIGHT HOLDER		
GLOVE POUCH		
BELT KEEPERS		
BADGE	1	Special Inv. (Blue)
COLLAR PINS		
NAME TAG		
U.S. FLAG		
TOWN PIN		
TROUSERS		
S/S SHIRT		
LS SHIRT		
JACKET		
TASER/HOLSTER		
RAINCOAT		
HAT		
MAGAZINES		
ASP/HOLDER		
HANDCUFFS		
MACE		
FLASHLIGHT		
FLASHLIGHT CHARGER		
RADIO		
RADIO CHARGER		
RADIO BATTERY		
WEAPON		
BULLET PROOF VEST		
TICKET HOLDER		
POLICY MANUAL		
L.R.S. LAW BOOK(S)		
MISCELLANEOUS		
ALL ITEMS ISSUED ARE THE RESPONSIBILITY OF THE OFFICER ISSUED TO.		
RECEIVING OFFICER:		INVENTORY OFFICER
DATE		<i>Daniel Williams</i>
EQUIPMENT FOR OFFICER		

Commission Card 3
 Key - '18 (old one)

Return
4/24/12

EQUIPMENT FOR OFFICER		
ITEM	ISSUED	DESCRIPTION
GUNBELT ✓	OK	1
HOLSTER ✓	OK	1
MAGAZINE POUCH ✓	OK	1
MACE POUCH ✓	OK	1
RADIO HOLDER ✓	OK	Rad @ T/W & CHARGE T/W
HANDCUFF CASE ✓	OK	1
FLASHLIGHT HOLDER ✓	OK	1
GLOVE POUCH ✓	OK	
BELT KEEPERS ✓	OK	4
BADGE	OK	TURN IN
COLLAR PINS ✓	1 SET	
NAME TAG ✓		
U S FLAG ✓		
TOWN PIN ✓		
TROUSERS ✓		
S/S SHIRT ✓		
LS SHIRT ✓		
JACKET		TURN IN
SWEATER	1 BLACK	
RAINCOAT ✓		
HAT ✓		
MAGAZINES		2
ASP HOLDER		1
HANDCUFFS		1
MACE		1
FLASHLIGHT		
FLASHLIGHT CHARGER		
RADIO ✓	255CGX1974 ✓	
RADIO CHARGER ✓		1
RADIO BATTERY ✓		1
WEAPON ✓	GLOCK GBB-364US ✓	
BULLET PROOF VEST ✓		1
TICKET HOLDER		
POLICY MANUAL		
L.R.S LAW BOOK(S)		
MISCELLANEOUS		
KEY	T/W	
ALL ITEMS ISSUED ARE THE RESPONSIBILITY OF THE OFFICER ISSUED TO		
RECEIVING OFFICER		INVENTORY OFFICER
DATE 11/3/10		NED ROBERTSON
EQUIPMENT FOR OFFICER		

7/10/14

EQUIPMENT FOR OFFICER	ISSUED	DESCRIPTION
GUNBELT	1	
HOLSTER	1	
MAGAZINE POUCH	1 double	
MACE POUCH		own
RADIO HOLDER	1	
HANDCUFF CASE	2	
FLASHLIGHT HOLDER	1	
GLOVE POUCH		
BELT KEEPERS	5	
BADGE	1	yellow
COLLAR PINS	1 set	
NAME TAG		
U.S. FLAG		
TOWN PIN		
TROUSERS	3 green	} class #
SS SHIRT	3 polo Tan	
LS SHIRT		
JACKET	1	
TASER/HOLSTER	1	X00-670175 - new
RAINCOAT		
HAT		
MAGAZINES	3 new	3 new
ASP/HOLDER		
HANDCUFFS	2	
MACE	1	
FLASHLIGHT	1	
FLASHLIGHT CHARGER	1	
RADIO	1	205 C.G. 1979
RADIO CHARGER	1	
RADIO BATTERY	1	
WEAPON	CPR 36 #5	clock 22 # XHT 178
BULLET PROOF VEST	1 new	
TICKET HOLDER		own
POLICY MANUAL		
L.R.S. LAW BOOK(S)		
MISCELLANEOUS		
Key	+ 9	
ALL ITEMS ISSUED ARE THE RESPONSIBILITY OF THE OFFICER ISSUED TO.		
RECEIVING OFFICER:		INVENTORY OFFICER
DATE		<i>Dr. Alteman</i>
EQUIPMENT FOR OFFICER		<i>Sgt. Robert</i>

Commission Card?

EQUIPMENT FOR OFFICER		DATE HIRED 3/11/13
ITEM	ISSUED	DESCRIPTION
GUNBELT	✓	
HOLSTER	✓ 2	
MAGAZINE POUCH	✓ 2	
MACE POUCH	✓ 1	
RADIO HOLDER	✓ 1	
HANDCUFF CASE	✓ 2	
FLASHLIGHT HOLDER	✓ 1	
GLOVE POUCH		
BELT KEEPERS		
BADGE	✓	
COLLAR PINS	✓	
NAME TAG	✓	
U.S. FLAG		
TOWN PIN		
TROUSERS	✓	
S/S/SHIRT	✓	
LS SHIRT	✓	
JACKET	✓	
RAINCOAT	✓	
HAT	✓	
MAGAZINES	✓	
ASP/HOLDER	✓ 1 / 1	
HANDCUFFS	✓ 2	
MACE	✓ 1	
FLASHLIGHT	✓ 1	
FLASHLIGHT CHARGER	✓	
RADIO	✓ Motorola	Ser. 205CRK 5719
RADIO CHARGER	✓	
RADIO BATTERY	✓ Motorola	MTN98.57B
WEAPON	✓ Glock 40	DEV 370 45
BULLETPROOF VEST	✓ (1)	
TICKET HOLDER	✓	
POLICY MANUAL	✓	
L.R.S. LAW BOOK(S)	✓	
MISCELLANEOUS	✓	
Town Hall Key	✓	
ALL ITEMS ISSUED ARE THE RESPONSIBILITY OF THE OFFICER ISSUED TO.		
RECEIVING OFFICER:		INVENTORY OFFICER
DATE RESIGNED 1/3/14		NED ROBERTSON
EQUIPMENT FOR OFFICER		

Sgt. Robertson
Jan 13, 2014

6/27/14 Issued

EQUIPMENT FOR OFFICER	ISSUED	HIRE DATE	RESIGNED
ITEM	ISSUED	DESCRIPTION	
GUNBELT	1		
HOLSTER	1		
MAGAZINE POUCH	1 <i>cover</i>		
MACE POUCH	1		
RADIO HOLDER	1		
HANDCUFF CASE	2		
FLASHLIGHT HOLDER			
GLOVE POUCH			
BELT KEEPERS	5		
BADGE	1		
COLLAR PINS	<i>set</i>		
NAME TAG	1		
U S FLAG			
TOWN PIN			
TROUSERS	1 <i>class a</i>		
S/S/SHIRT	1 <i>class a</i>		4 Polo Jan
LS SHIRT			
JACKET	1		
TASER/HOLSTER			
RAINCOAT			
HAT			
MAGAZINES	3 <i>Revised</i>		3 nu
ASP/HOLDER			
HANDCUFFS	2		
MACE	1		
FLASHLIGHT	1		
FLASHLIGHT CHARGER			
RADIO	1	205CGZ1473	
RADIO CHARGER	1		
RADIO BATTERY	1		
WEAPON	CAF 9-34	9-34	GPT 9/5
BULLETPROOF VEST	1		XAT 169
TICKET HOLDER			
POLICY MANUAL			
L.R.S LAW BOOK(S)			
MISCELLANEOUS			
<i>Key holder</i>	# 6		
ALL ITEMS ISSUED ARE THE RESPONSIBILITY OF THE OFFICER ISSUED TO			
RECEIVING OFFICER		INVENTORY OFFICER	
DATE 6/27/14		<i>Jim Collins</i>	
EQUIPMENT FOR OFFICER			

Commission Card - 1 old
1 Key - 6

7/11/14

EQUIPMENT FOR OFFICER	ISSUED	HIRE DATE
ITEM	ISSUED	RESIGNED
		DESCRIPTION
GUNBELT	1 new	
HOLSTER	1 new	
MAGAZINE POUCH	1 Double	
MACE POUCH	1 new	
RADIO HOLDER	1	
HANDCUFF CASE	2 new	
FLASHLIGHT HOLDER	1 new	
GLOVE POUCH		
BELT KEEPERS	4	
BADGE	1	(Blue)
COLLAR PINS		
NAME TAG		
U.S. FLAG		
TOWN PIN		
TROUSERS	2 BDU pants	1 BDU pants
S/S SHIRT	2 Polo tan	1 Polo (Tan)
LS SHIRT		
JACKET		
TASER/HOLSTER	6/12/14 200-670062	Writing Comm - w/charger
RAINCOAT		
HAT		
MAGAZINES	3 old returned	3 new
ASP/HOLDER	1	
HANDCUFFS	2 new	
MACE	1	
FLASHLIGHT	1	
FLASHLIGHT CHARGER	1	
RADIO	20.5 CB 2 1970	
RADIO CHARGER	1	
RADIO BATTERY	1	
WEAPON	CPR 36 2U.5 Pistol	2 HT 175
BULLETPROOF VEST	own	
TICKET HOLDER	1	
POLICY MANUAL	1	
L.R.S. LAW BOOK(S)	1	
MISCELLANEOUS		
Key	#9	
ALL ITEMS ISSUED ARE THE RESPONSIBILITY OF THE OFFICER ISSUED TO.		
RECEIVING OFFICER:		INVENTORY OFFICER
DATE		<i>[Signature]</i>
EQUIPMENT FOR OFFICER		<i>[Signature]</i>

Commission Card

TOWN OF BRUSLY, LA
POLICE DEPARTMENT SAVINGS ACCOUNT
ACCOUNT NUMBER 2535035
JULY 2005 THROUGH JUNE 2008

DATE	PAYEE	DEPOSIT AMOUNT	BANK INTEREST	DISBURSEMENT AMOUNT
7/29/2005	Receipt from Richard Ward's office	3,048.65		
11/22/2005	Cashier check to Truck Vault			1,607.62
11/30/2005			2.67	
12/31/2005			2.96	
1/20/2006	Cashier check to Nexcom			257.94
3/31/2006			1.53	
4/27/2006	Receipt from Richard Ward's office	477.16		
6/30/2006			1.87	
6/28/2006	Cashier check to MikeGerald Trailer depot			959.00
7/31/2006			0.26	
8/31/2006			0.34	
9/29/2006			0.35	
9/25/2006	Receipt from City Court of Plaquemine	800.00		
10/31/2006			0.68	
11/30/2006			0.68	
12/29/2006			0.71	
10/12/2006	Receipt from Richard Ward's office	150.83		
12/7/2006	Receipt from Richard Ward's office	12.32		
1/31/2007			0.71	
2/28/2007			0.64	
3/31/2007			0.71	
4/30/2007			0.69	
5/31/2007			0.71	
6/29/2007			0.69	
7/31/2007			0.71	
8/31/2007			0.71	
9/28/2007			0.68	
9/25/2007	Money order AT&T			161.02
10/31/2007			0.64	
11/31/2007			0.54	
12/31/2007			0.34	
10/30/2007	Cashier check to AT&T			198.35
11/29/2007	Cashier check to AT&T			97.33
12/10/2007	Saving withdrawal by Jamie Whaley			600.00
1/31/2008			0.23	
2/28/2008			0.21	
3/31/2008			0.09	
1/3/2008	Money order to AT&T			97.33
3/14/2008	Withdrawal			625.00
3/31/2008				30.00
4/7/2008	Transfer to close	136.28		
4/4/2008				12.00
		<u>4,625.24</u>	<u>20.35</u>	<u>4,645.59</u>
	Balance at 6-30-2008	<u>\$ -</u>		

TOWN OF BRUSLY, LA
 BRUSLY AUXILIARY POLICE DEPARTMENT BANK ACCOUNT
 ACCOUNT NUMBER 30003113
 SEPTEMBER 2007 THROUGH MARCH 2014

DATE	CHECK NUMBER	PAYEE	DEPOSIT AMOUNT	DISBURSEMENT AMOUNT
9/28/2007			1,500.00	
10/10/2007			1,500.00	
1/3/2008	1001	Secretary of State		5.00
1/28/2008	1002	Goodware hardware		545.93
1/31/2008		Service charge		8.00
3/17/2008	1003	Baton Rouge Police supplies		411.01
3/17/2008	1004	Accurate Firearms		192.98
3/31/2008		Service charge		8.00
7/17/2008			1,000.00	
1/5/2009	1005	La Secretary of State		5.00
2/1/2009		Service charge		5.00
4/23/2009	1	NCOFS Main CRS		502.54
4/23/2009	2	NCOFS Main CRS		8.00
4/30/2009		Service charge		8.00
6/22/2009	1006	Guitar Center		754.21
6/30/2009		Service charge		8.00
7/27/2009	1007	Cash		700.00
7/31/2009		Service charge		8.00
9/29/2009	1008	Cash		600.00
9/30/2009		Service charge		8.00
12/23/2009	1009	Cash		200.00
12/31/2009		Service charge		8.00
5/19/2010	1010	Secretary of State		5.00
5/31/2010		Service charge		8.00
			4,000.00	3,998.67
		Bank Balance at 3/27/2014	\$ 1.33	

Town of Brusly Police Department
 Police Department Disbursements of \$500 or Greater

Attachment D

Check Number	Check Date	Vendor Name	Description	Check Amount
20035	7/27/2010	BRUSLY CAR CARE	PARTS & LABOR - 2 UNITS	\$524.69
20080	8/18/2010	MIKE GERALD'S TRAILER DEPOT	TRAILER	\$3,688.00
20105	8/19/2010	ACCURATE FIREARMS & POLICE SUPPLY	GUN, UNIT LIGHTS, RADIO, MICROPHONE	\$2,635.86
20084	8/19/2010	TEECO SAFETY INC	POLICE SUPPLIES	\$1,693.08
20100	8/19/2010	BRUSLY CAR CARE	PARTS & LABOR - 4 UNITS	\$710.77
20099	8/19/2010	BATON ROUGE POLICE SUPPLIES	POLICE SUPPLIES	\$703.92
20130	8/31/2010	DON'S SPORTSMAN	UNIFORMS	\$1,763.00
20170	9/20/2010	BRUSLY SELF STORAGE	ANNUAL STORAGE RENT	\$1,800.00
20182	9/20/2010	Z-BEST TIRES & ACCESSORIES INC	MAINTENANCE - 1 UNIT	\$799.96
20203	9/29/2010	TOMMY'S DETAIL CENTER	LIGHTS & INSTALLATION - 1 UNIT	\$908.98
20231	10/7/2010	LAFOURCHE PARISH SHERIFF	BASIC POLICE TRAINING	\$750.00
20298	10/28/2010	BRUSLY CAR CARE	PARTS & LABOR - 4 UNITS	\$1,001.47
20337	11/16/2010	UNIVERSITY OF PHOENIX	2 CLASSES - OFFICER	\$2,356.40
20415	12/16/2010	Z-BEST TIRES & ACCESSORIES INC	TIRES - 2 UNITS	\$981.99
20417	12/16/2010	BATON ROUGE POLICE SUPPLIES	POLICE SUPPLIES	\$798.12
20418	12/16/2010	BRUSLY CAR CARE	PARTS & LABOR - 1 UNIT	\$791.35
20436	12/29/2010	BAYOU COUNTRY SPORTSMAN, LLC	SHOT GUN BULLETS & PISTOL ROUNDS	\$742.05
20498	1/20/2011	BRUSLY CAR CARE	TIRES - 2 UNITS	\$979.07
20494	1/20/2011	Z-BEST TIRES & ACCESSORIES INC	PARTS & LABOR - 2 UNITS	\$932.19
20487	1/20/2011	BENEDETTO'S MARKET	GROCERIES, SPOONS, FORKS, PLATES, ETC.	\$581.14
910025	2/7/2011	ACADEMY	2 GUN SAFES	\$1,199.98
20661	3/24/2011	THINKSTREAM, INC.	SUPPORT & SOFTWARE MAINTENANCE	\$2,500.00
20657	3/24/2011	BRUSLY CAR CARE	PARTS & LABOR - 3 UNITS	\$636.86
20658	3/24/2011	STAPLES ADVANTAGE	OFFICE SUPPLIES - POLICE	\$600.07
20646	3/24/2011	CRIMESTAR	RMS ANNUAL FEE	\$600.00
20724	4/12/2011	GALL'S, AN ARAMARK CO.	BOOTS, CARGO PANTS	\$557.90
20730	4/28/2011	WBRP CHAMBER OF COMMERCE	VISION WEST-2ND QTR	\$595.00
20753	4/29/2011	BRUSLY CAR CARE	PARTS & LABOR - 2 UNITS	\$587.70
20754	4/29/2011	LOGIN/IACP NET	IACP ANNUAL FEE	\$500.00
20777	5/12/2011	GUIDRY'S UNIFORMS	UNIFORMS	\$916.30
20841	5/31/2011	BRUSLY CAR CARE	PARTS & LABOR - 2 UNITS	\$1,844.10
20895	6/29/2011	BAYOU COUNTRY SPORTSMAN, LLC	AMMUNITION FOR QUALIFICATIONS	\$599.75
20918	7/7/2011	GERRY LANE CHEVROLET	2011 CHEVROLET TAHOE - POLICE	\$25,493.00
20976	7/28/2011	PRECISION DELTA CORPORATION	AMMUNITION	\$810.00
20967	7/28/2011	L&T SIGNS AND DESIGN	LETTERING FOR NEW UNIT	\$600.00
21017	8/9/2011	BRUSLY CAR CARE	PARTS & LABOR - 4 UNITS	\$2,128.52
21015	8/9/2011	UNIVERSITY OF PHOENIX	2 CLASSES - OFFICER	\$1,178.20
21016	8/9/2011	BATON ROUGE POLICE SUPPLIES	100 KEY CHAIN MACE CANISTERS	\$995.00
21026	8/9/2011	GALL'S, AN ARAMARK CO.	BOOTS & PANTS	\$553.14
21036	8/23/2011	TRI-PARISH RADIO COMMUNICATION	POLICE VEHICLE EQUIPMENT	\$5,332.00
21105	9/20/2011	BRUSLY SELF STORAGE	SELF STORAGE - POLICE	\$1,800.00
21108	9/20/2011	EBR PARISH SHERIFF'S OFFICE	CARTA TUITION - TRAINING	\$750.00
21139	9/30/2011	STAPLES ADVANTAGE	OFFICE SUPPLIES-PRINTER	\$1,880.40
21173	10/13/2011	BRUSLY CAR CARE	PARTS & LABOR - 2 UNITS	\$523.12
21296	12/13/2011	BRUSLY CAR CARE	PARTS & LABOR - 2 UNITS	\$918.95
21319	12/21/2011	INFINIEDGE SOFTWARE	TICKET SOFTWARE UPDATES	\$4,190.75
21363	1/10/2012	STAPLES ADVANTAGE	POLICE OFFICE SUPPLIES	\$597.48
21385	1/25/2012	WATCH GUARD VIDEO	MICROPHONES	\$785.00
21397	1/25/2012	Z-BEST TIRES & ACCESSORIES INC	TIRES - 1 UNIT	\$618.99
21405	1/31/2012	WBRP CHAMBER OF COMMERCE	VISION WEST-1ST QRT 2012	\$625.00
21474	2/23/2012	BRUSLY CAR CARE	PARTS & LABOR - 2 UNITS	\$3,466.14
21478	2/23/2012	GALL'S, AN ARAMARK CO.	BIG EASY CARRYING CASE & LOCKOUT KITS	\$627.87
21466	2/23/2012	WATCH GUARD VIDEO	WIRELESS MICROPHONES	\$600.00
21531	3/20/2012	NAT'L RIFLE ASSOCIATION	FIREARMS INSTRUCTOR COURSE	\$1,050.00
21533	3/20/2012	CRIMESTAR	CRIMESTAR ANNUAL SUPPORT FEE	\$600.00
21567	3/30/2012	THINKSTREAM, INC.	THINKSTREAM SUPPORT	\$2,500.00
21604	4/16/2012	BRUSLY CAR CARE	PARTS & LABOR - 3 UNITS	\$1,343.37
21646	4/30/2012	LOGIN/IACP NET	ANNUAL FEE - LOGIN/IACP NET	\$500.00
21715	5/31/2012	BRUSLY CAR CARE	PARTS & LABOR - 4 UNITS	\$3,843.83
21702	5/31/2012	ADVANCED PUBLIC SAFETY	ANNUAL MAINTENANCE CONTRACT	\$2,076.82
21714	5/31/2012	BATON ROUGE POLICE SUPPLIES	UNIFORMS & SUPPLIES	\$1,103.30

Town of Brusly Police Department
 Police Department Disbursements of \$500 or Greater

Attachment D

Check Number	Check Date	Vendor Name	Description	Check Amount
21741	6/20/2012	ADVANCED PUBLIC SAFETY	POCKET CITATION SOFTWARE	\$6,430.10
21736	6/20/2012	TEECO SAFETY, INC	4 TASERS	\$1,705.86
21746	6/20/2012	VICKNAIR PRINTING INC	FORMS & BUSINESS CARDS	\$560.00
21897	8/17/2012	BRUSLY SELF STORAGE	SELF STORAGE UNIT	\$1,800.00
21909	8/17/2012	BRUSLY CAR CARE	PARTS & LABOR - 2 UNITS	\$1,012.40
21981	9/18/2012	BATON ROUGE POLICE SUPPLIES	POLICE SUPPLIES	\$922.13
22008	9/25/2012	BRUSLY CAR CARE	PARTS & LABOR - 6 UNITS	\$2,442.24
22004	9/25/2012	NEIGHBORHOOD WATCH INSTITUTE	NEIGHBORHOOD WATCH SIGNS	\$1,880.91
22007	9/25/2012	BATON ROUGE POLICE SUPPLIES	BOOTS, HOLSTERS, CUFF CASES	\$1,272.62
22051	10/5/2012	SERVICE CHEVROLET	2 - 2012 TAHOES	\$50,800.00
22070	10/17/2012	BRUSLY CAR CARE	PARTS & LABOR - 2 UNITS	\$1,688.92
22068	10/17/2012	BATON ROUGE POLICE SUPPLIES	POLICE SUPPLIES	\$804.79
22137	11/15/2012	BRUSLY CAR CARE	PARTS & LABOR - 3 UNITS	\$710.78
22146	11/15/2012	GUIDRY'S UNIFORMS	UNIFORMS	\$541.60
22164	11/21/2012	INSTITUTE OF POLICE	THE FIELD TRAINING OFFICER	\$795.00
22183	11/29/2012	TRI-PARISH RADIO COMMUNICATION	POLICE LIGHTS	\$11,870.00
22249	12/31/2012	Z-BEST TIRES & ACCESSORIES INC	TIRES & ALIGNMENT	\$867.11
22302	1/24/2013	WBRP CHAMBER OF COMMERCE	VISION WEST - 1ST QRT 2013	\$625.00
22315	1/31/2013	L&T SIGNS AND DESIGN	2 SETS REFLECTIVE LOGOS - NEW CARS	\$800.00
22360	2/15/2013	BRUSLY CAR CARE	PARTS & LABOR - 8 UNITS	\$6,673.55
22441	3/19/2013	THINKSTREAM, INC.	SUPPORT & SOFTWARE MAINTENANCE	\$2,500.00
22431	3/19/2013	CRIMESTAR	ANNUAL SUPPORT RENEWAL	\$600.00
22581	5/7/2013	Z-BEST TIRES & ACCESSORIES INC	TIRES - 1 UNIT	\$634.36
22567	5/7/2013	LOGIN/ACP NET	ANNUAL MEMBERSHIP FEE	\$500.00
22614	5/29/2013	STAPLES ADVANTAGE	PAPER, FOLDERS, PENS, TONER	\$556.60
22649	6/6/2013	TEECO SAFETY INC	TASERS	\$1,240.19
22749	7/22/2013	STAPLES ADVANTAGE	TONER CARTRIDGES, PENS, INK, ETC.	\$1,030.82
910073	8/1/2013	J & S AUTOMOTIVE, LLC	REPAIRS TO 2012 TAHOE	\$2,553.10
22772	8/7/2013	ADVANCED PUBLIC SAFETY	ANNUAL MAINTENANCE	\$2,353.64
22793	8/7/2013	MOBILE MONITORING	5 GPS UNITS & MONTHLY FEE	\$1,757.80
22776	8/7/2013	BATON ROUGE POLICE SUPPLIES	POLICE SUPPLIES	\$1,296.49
22811	8/12/2013	BRUSLY SELF STORAGE	ONE YEAR STORAGE RENTAL - 2013	\$1,800.00
22810	8/12/2013	BRUSLY CAR CARE	PARTS & LABOR - 1 UNIT	\$816.00
22840	8/27/2013	Z-BEST TIRES & ACCESSORIES INC	TIRES - 1 UNIT	\$682.44
22886	9/17/2013	GERRY LANE CHEVROLET	2014 CHEVROLET TAHOE	\$25,796.00
22895	9/17/2013	MPH INDUSTRIES INC	2 RADAR GUNS	\$3,230.00
22940	10/2/2013	TRI-PARISH RADIO COMMUNICATION	LIGHTS FOR NEW UNIT	\$5,995.00
23046	11/22/2013	BRUSLY CAR CARE	PARTS & LABOR - 5 UNITS	\$1,656.81
23138	12/18/2013	Z-BEST TIRES & ACCESSORIES INC	TIRES - 2 UNITS	\$1,376.88
23120	12/18/2013	BRUSLY CAR CARE	PARTS & LABOR - 2 UNITS	\$928.07
23152	12/31/2013	SUSTEEN, INC.	SECURE VIEW 3	\$1,449.00
23212	1/16/2014	WBRP CHAMBER OF COMMERCE	VISION WEST - 1ST QUARTER 2014	\$644.00
23370	3/25/2014	THINKSTREAM, INC.	TECHNICAL SUPPORT & SOFTWARE	\$2,650.00
23354	3/25/2014	CRIMESTAR	RECORDS MANAGEMENT SYSTEM	\$600.00
23539	5/30/2014	Z-BEST TIRES & ACCESSORIES INC	TIRES - 1 UNIT	\$707.44
23549	6/3/2014	PEREGRINE CORPORATION	TRAFFIC TICKETS	\$1,425.46
23572	6/19/2014	BAYOU COUNTRY SPORTSMAN, LLC	AMMUNITION	\$1,335.00
23600	6/25/2014	BARNEYS POLICE SUPPLY	17 GUNS WITH TRADE-IN	\$1,769.00
23625	6/30/2014	J & S AUTOMOTIVE, LLC	PARTS & LABOR - COOLANT SYSTEM	\$1,799.36

**Town of Brusly - Police Department
Consolidated List of Firearms**

Attachment E

The following is a consolidated list of fire arms as provided by the Town of Brusly Police Department:

	<u>Type</u>	<u>Serial Number</u>	<u>Examined Firearm - (E)</u>
1	HKMP 5	62-352-678	E
2	HKMP 5	62-349-853	E
3	Smith Western 20 Ga Shot Gun Double Barrell	5W040733	E
4	Remington Shot Gun 870 Police Magnum	C541753M	E
5	Remington Shot Gun 870 Police Magnum	C541739M	E
6	Remington Shot Gun 870 Police Magnum	C541731M	E
7	Mossberg 12 GA Shot Gun	T-483384	E
8	Mossberg 12 GA Shot Gun With Handle	T-600112	E
9	Smith Western Model 67 28 Cal Hand Gun	5K3507	E
10	Ithaca 12 GA Shot Gun	371590605	E
13	Benelli - 12 Gauge Auto	M158484	-
14	Tactic 45	25-071077	-
15	Remington Model 700	56290108	-
16	M-16	8108137	-
17	Ultraviolet Source	22589	-
18	AR15 Gun	3703	-
19	Colt Detective Special	30244M	-
20	Colt Government 1911	58672G70	-
21	North American Arms	E149036	-
22	North American Arms	E13828	-
23	Taurus PT-22	AYK40980	-
24	Smith and Wesson	CET6166	-
25	Smith and Wesson	CET6167	-
26	Glock 22 Pistol Generation 4	XCG923	E
27	Glock 22 Pistol Generation 4	XCG924	E
28	Glock 22 Pistol Generation 4	XHT165	E
29	Glock 22 Pistol Generation 4	XHT166	E
30	Glock 22 Pistol Generation 4	XHT167	E
31	Glock 22 Pistol Generation 4	XHT168	E
32	Glock 22 Pistol Generation 4	XHT169	E
33	Glock 22 Pistol Generation 4	XHT170	E
34	Glock 22 Pistol Generation 4	XHT171	E
35	Glock 22 Pistol Generation 4	XHT172	E
36	Glock 22 Pistol Generation 4	XHT173	E
37	Glock 22 Pistol Generation 4	XHT174	E
38	Glock 22 Pistol Generation 4	XHT175	E
39	Glock 22 Pistol Generation 4	XHT176	E
40	Glock 22 Pistol Generation 4	XHT177	E
41	Glock 22 Pistol Generation 4	XHT178	E
42	Glock 22 Pistol Generation 4	XHT179	E

43	Taurus .357 Caliber Handgun	87032	-
44	Taurus .357 Caliber Handgun	87034	-
45	Taurus .357 Caliber Handgun	87028	-
46	Colt .357 Caliber Handgun	L79826	-
47	Smith and Wesson .357 Caliber Handgun	N229003	-
48	Ithaca Mod. 37 12 Ga. Shotgun	371234086	-
49	Remington-Mod: 870 12 GA: Shotgun	12304231	-

Note: An "E" denotes that the firearm was physically examined. An "-" denotes that the firearm was not physically examined.