



2020

PROPOSED BUDGET

Leon County Sheriff's Office



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Area: 702 mi²
Population: 290,292 (2017)
Average Household Income: \$49,941



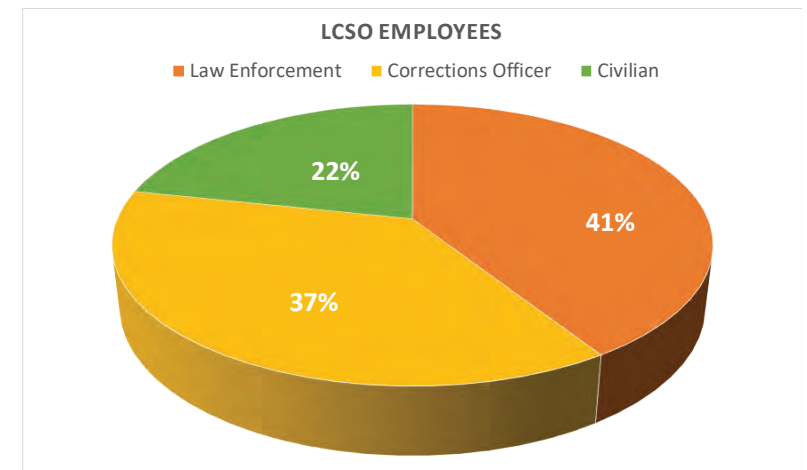
Leon County Sheriff's Office:

Total employees: 647

Sworn Law Enforcement: 265

Sworn Correctional Officers: 242

Civilian employees: 140



MESSAGE FROM THE SHERIFF



Sheriff Walt McNeil LEON COUNTY SHERIFF'S OFFICE

HONESTY & INTEGRITY ACCOUNTABILITY TEAMWORK TRUST & RESPECT COMMITMENT TO EXCELLENCE

May 1, 2019

Honorable Jimbo Jackson, Chairman
Board of County Commissioners
Leon County Courthouse
Tallahassee, FL 32301

Re: 2019 Fiscal Year Budget Request

Dear Chairman Jackson:

I am respectfully writing to express my sincere appreciation to you and the entire Board of County Commissioners for joining me with genuine and unwavering support to provide and improve public safety for our citizens. The unanimous support by Commissioners enabled the Leon County Sheriff's Office to upgrade technological solutions, develop and implement crime abatement initiatives, replace obsolete equipment, add additional sworn deputies and corrections officers at a rate not seen in two decades.

By my obligation as the Sheriff of Leon County under Florida Statutes Chapter 30.49; I am respectfully submitting the Leon County Sheriff's Office proposed budget for the Fiscal Year 2019-2020 for consideration. This budget is meticulously constructed with an emphasis on continued funding for the delivery of effective core and innovative services which have proved measurably successful in a reduction of crime. During the past two years, our strategic efforts have yielded a dramatic impact on making our community safe; however there is much more work to be done. I am mindful of our fiduciary responsibility, reflected in every consideration of this budget, which requires a focused fiscal efficiency in the administration of such a significant investment of public resources.

The Leon County Sheriff's Office spearheaded the *All-In* initiative, which is a pragmatic and comprehensive cooperative approach inclusive of enforcement, education, inmate reentry, and faith-based partners, to prevent and mitigate the occurrence of crime. In 2018, we affected **2434** criminal arrests and recovered more than **\$3,000,000** in stolen property for victims. Our agency's efforts, in collaboration with our community, business, and law enforcement partners, resulted in a **3.3%** reduction in dangerous or serious (Uniform Crime Report, Part I) crimes reported to the Sheriff's Office. Notably, as a result of focused emphasis by the Leon County Sheriff's Office in concert with partners, the crime rate dropped **23.8%** since 2016 in Leon County. Internal programs were implemented to engage and provide meaningful attention to reducing the occurrence of domestic violence which is also down by more than **20%**.



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Walter A. McNeil was elected Sheriff of Leon County in November 2016. In his distinguished 40-year career as a public servant, Walter McNeil led the fight against crime in Tallahassee and across America. For 10 years, at the helm of the Tallahassee Police Department, Chief McNeil was recognized for his progressive voice and his effective response to citizen concerns.

In 2005, Sheriff McNeil was deployed by then Gov. Jeb Bush as the overhead commander for Florida's Emergency Response to the Mississippi Gulf Coast for Hurricane Katrina recovery efforts. From 2007-2008, Sheriff McNeil, lead the Department of Juvenile Justice under former Gov. Charlie Crist. From 2008-2011, Sheriff McNeil was appointed to lead the Florida Department of Corrections.

In 2012 he was selected to serve on the advisory group that met with Vice President Biden to discuss gun violence. In the same year, McNeil was selected as President of the International Association of Chiefs of Police (IACP), traveling to foreign countries to discuss methods to combat terrorism, human trafficking, cyber-crimes and other 21st century concerns that may impact global security and policing issues.

McNeil's community policing efforts to control gangs, drugs and juvenile crime earned him numerous honors; including the Tallahassee NAACP Humanitarian Award, Public Sector Business Person of the Year, United States DEA Award, amongst many others.



MESSAGE FROM THE SHERIFF

LCSO 2019 Fiscal Year Budget Proposal

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May 1, 2019

We have commenced implementing an aggressive inmate reentry program to assist persons released from custody to rejoin the community and obtain meaningful employment. Additionally, we have partnered with mental health organizations such as the Apalachee Center to provide consistent mental health and emotional treatment for detention center releases to mitigate recidivism. This proposed budget supports an aggressive effort to curb violent crime, most of which is associated with illegal drugs and involve the use of stolen firearms.

The Leon County Sheriff's Office will have state of the art TYLER Records Management System, purchased by the Board of County Commissioners, operational during the summer of 2019. This will enable a seamless exchange of information with the Tallahassee Police Department and enhance criminal intelligence analytical capabilities of the agency. Furthermore, the Real Time Crime Center (RTCC), which became active in 2018 has exponentially served as a force multiplier to rapidly disseminate operational intelligence to deputies in the field and support informed and effective responses to crimes in progress. This budget's technology purchases and additional staffing will make the RTCC fully operational.

While we received an increase in funding for additional staff and equipment, our attention to streamlining spending has been successful. We are committed to reducing costs where possible and mitigating future budgetary requirements to maintain fiscal sustainability. The instituted improved business finance model will result in total savings through cost avoidance and process improvements of approximately \$715,000. Some of the efficiency measures employed include, but are not limited to the following:

- Reevaluated banking process and implemented a treasury management style approach which will result in an estimated \$175,000 to \$200,000 in additional interest annually which will be remitted back to Leon County each fiscal year.
- Identified internal cost savings to fund anticipated benefit payouts to employees slated to retire during the FY2019-2020 which reduced unfunded liability exposure by approximately \$170,000.
- Saved over \$153,000 by changing payroll accounting processes to include the incorporation of technology software to facilitate the migration of timesheet records for digital storage and transmittal.
- Added management and policy oversight changes to the administration of sick leave distributions which will reduce annual payout cost over \$250,000 annually.
- Restructured the employee "Sick Leave Pool" and leave accounting process," which had previously operated in a deficit and saved over \$50,000.
- Reclassified sworn (Law Enforcement and Corrections) Lieutenants from Career Service to Select Exempt eliminating overtime paid.

LCSO 2019 Fiscal Year Budget Proposal

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May 1, 2019

- Change policies defining sick leave use and payout which has resulted in over \$290,000 in savings.
- Modified procurement processes and implemented best practices to identify costs savings without sacrificing quality and saved \$83,375.
- Revised policies to comply with the Minority & Women Business Enterprise Program.
- Implementation of an employee STEP pay plan which will provide for a formal classification system to enhance the recruiting and retention of sworn deputies and corrections officers while efficiently containing the rapidly increasing costs of personnel services which account for over 75% of the budget.
- Commence implementation of a sustainability program for other than first responder vehicle purchases as a hybrid with a goal of 20% annually.

The daily population of inmates housed at the Leon County Detention Center has increased to approximately 1170 persons. The type of offender in custody has evolved with an increase in the number of inmates accused or convicted of violent crimes. Challenges to maintain the safety and security of persons incarcerated well as staff continues as over thirty percent (30%) of the inmates are actively receiving treatment for mental or emotional issues. Fifty-six percent (56%) of the detainees are not eligible for pre-trial release due to the nature of their offenses.

The Sheriff's Office Fiscal Year 2019-2020 budget proposal of **\$79,999,171**, represents anticipated expenditures required to fund operational responsibility for providing law enforcement, adult and juvenile detention and reentry services, and court security. This budget will advance the use of technology through by the purchase of body-cameras to be worn by deputies to enhance transparency and is expected to reduce the frequency of litigious challenges. I greatly appreciate your support as a partner to make Leon County a safe place to live, work, and visit.

Sincerely,

Walt McNeil
Sheriff

WM/df
Enclosures





MISSION VISION VALUES

Mission Statement

The mission of the Leon County Sheriff's Office is to safeguard the lives and property of the people we serve, to reduce the incidence and fear of crime, and to enhance public safety by working in partnership with our diverse community.

Vision

United in a spirit of teamwork, we are committed to being law enforcement's benchmark for excellence by providing World Class public safety and community services to the people of Leon County, while maintaining respect for individual rights and human dignity.

Values

Honesty & Integrity

The members of the Leon County Sheriff's Office will be truthful and trustworthy at all times, and in all places. Our commitment is to the highest level of standards as measured by the policing profession, the Law Enforcement Canon of Ethics, and standing up for one's belief.

Accountability

Each member will be responsible for his or her actions, not only to our fellow members, but to the community we serve. The community is our customer and we will strive to meet their expectations for quality service.

Teamwork

We are committed to the spirit of cooperation and will maintain our partnership with the community. We will never knowingly let a member of our team fail.

Trust & Respect

Our actions serve to enhance the public's trust and respect for the Sheriff's Office. We will strive to safeguard that trust and pledge to protect the rights of all citizens we serve.

Commitment to Excellence

We are dedicated to achieving the vision, mission, and goals of this Office. We will always strive to do our best and continuously improve to achieve our goals.



BUDGET CERTIFICATION



Fiscal Year 2020

To: Leon County Board of County Commissioners

I submit to you the following budget for the operation of the Leon County Sheriff for the fiscal year beginning October 1, 2019 and ending September 30, 2020.

Law Enforcement	
Personnel Services	30,705,981
Operating Expenses	6,626,904
Capital Outlay	2,109,850
Debt Service	0
Grant and Aids	-
Other Uses	0
SRO Contract	(2,116,479)
Contingency	100,000
Total	\$ 37,426,256

Detention	
Personnel Services	26,551,349
Operating Expenses	11,623,752
Capital Outlay	255,602
Debt Service	0
Grant and Aids	0
Other Uses	0
Contingency	100,000
Total	\$ 38,530,703

Bailiff	
Personnel Services	3,838,488
Operating Expenses	203,724
Capital Outlay	-
Debt Service	
Grant and Aids	
Other Uses	
Contingency	
Total	\$ 4,042,212

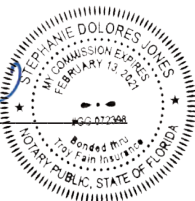
Law Enforcement	\$ 41,468,468
Detention	\$ 38,530,703
Total	\$ 79,999,171

SIGNATURE


Sheriff Walt McNeil

STATE OF FLORIDA, COUNTY OF LEON the following instrument was acknowledged before me this 24th day of April 2019, by Walt McNeil, who is personally known to me.


NOTARY PUBLIC, State of Florida
My Commission Expires:





BUDGET OVERVIEW: SIGNIFICANT ITEMS & TRENDS

Real Time Crime Center

Leon County Sheriff's Office FY2020 proposed budget has placed great emphasis on creating a safer community in which we live, work, and play. Sheriff McNeil has created a Real Time Crime Center to not only aid our law enforcement community in the fight against crime, but to develop intelligence based strategies and initiatives to forecast and prevent crime before it happens. This proposed budget contains funding for two Analyst support positions and a variety of equipment and software to ensure the success of this new initiative. This FY2020 Proposed Budget includes \$409,098 in identified expenses critical to making this program successful.

Real Time Crime Center Stats *(January 1 through First Quarter)*

21 contacts made via RING network

Analytical Assistance provided for **290** cases

Assisted other agencies in **61** cases

Recovered **8** stolen vehicles

634 queries run

Body Worn Camera Project

Sheriff McNeil has long since expressed his desire for LCSO to work towards greater transparency within our community. The Body Worn Camera initiative not only allows for complete transparency for this agency's interaction with the public but also provides a measure of safety for our deputies tasked with keeping our community safe. Sheriff McNeil has requested \$250,000 in cameras and supporting equipment which will outfit the Patrol Unit, Warrants Unit and K-9 Unit. Additionally, the project will require a dedicated IT Analyst and a Records Technician to support operational functionality and the increased call for Public Records Requests. Overall, the anticipated first year cost of the program including all equipment and two new support positions will be \$367,000.

BUDGET OVERVIEW: SIGNIFICANT ITEMS AND TRENDS



Agency Step Plan

The Sheriff proposes to implement a Salary Step Plan for both Law Enforcement and Detention sworn personnel. The steps and increases are predicated on both employee time served and position held or rank. Each position or rank has a defined salary floor and ceiling and the related steps are based on the number of years one has been in that position.

Shown here are the Steps and Ranges for both Law Enforcement and Detention.

LE: Range	LE: Increase	Det: Range	Det: Increase
Deputy - \$43,228-\$77,500	Steps 0 -12 = 3.5% Steps 13 - 19 = 1.5% Steps 20 - Ret = 0.5%	CO - \$37,612 - \$72,000	Steps 0 -15 = 3.5% Steps 16 - 19 = 1.5% Steps 20 - Ret = 0.5%
Promotion Sgt. - \$65,500 - \$84,000	6% or \$65,500 GREATER of the 2 Steps 0 -5 = 3.0% Steps 6 - 9 = 1.5% Steps 10 - Ret = 0.5%	Promotion Sgt. - \$59,000 - \$77,500	6% or \$59,000 GREATER of the 2 Steps 0 -5 = 3.0% Steps 6 - 9 = 1.5% Steps 10 - Ret = 0.5%
Promotion Lt. - \$77,000 - \$96,000	7% Increase Steps 0 - 4 = 3.0% Steps 4 - 9 = 1.5% Steps 10 - Ret = 0.5%	Promotion Lt. - \$69,500 - \$87,000	7% Increase Steps 0 - 4 = 3.0% Steps 4 - 9 = 1.5% Steps 10 - Ret = 0.5%
Promotion Cpt. \$95,000 - \$110,000	5% or \$95,000 GREATER of the 2 3% increase until max	Promotion Cpt. \$87,500 - \$101,000	5% or \$87,500 GREATER of the 2 3% increase until max
		Promotion Major - \$100,000 - \$115,000	5% 3% increase until max
Promotion - Set by Sheriff Chiefs will not exceed 15% of Sheriff salary - 3% increases until max			



BUDGET PROCESS & CALENDAR

The Leon County Sheriff's Office **Fiscal Year runs from October 1 until September 30** of the following year. Immediately upon the start of a new Fiscal Year, our agency officially begins the budget cycle for the next Fiscal Year.

Each fall beginning in early October, the **Budget Manager meets with Sheriff** and his staff to identify agency priorities for the next fiscal year. These discussions take into account any known replacement items and staffing shortages, and also serve to establish priorities and new programs for the coming year.

On January 1, **all units are instructed to draft budget requests** for specific needs to include staffing, new equipment, replacement of broken or aging items, and operational increases. For the next 30 days, the **Budget Manager holds open budget workshops** to help supervisors research historical spending and draft new requests based on their unit's specific operational needs.

After all requests have been submitted and compiled, the **Sheriff and his staff review each unit request**, consider all identified operating increases, and also review project costs identified for new initiatives requested by the Sheriff, such as Body Worn Cameras and the Real Time Crime Center. The Sheriff and Command Staff vet each request for those

that are absolutely critical and those that can be addressed if there is funding available at the end of the process. **Priority is given to requests for staff and equipment that support LCSO's Strategic Plan.** All other requests are balanced against greatest agency need and within the confines of a reasonable and supportable proposed budget.

Each February and March, the **Budget Manager compiles and balances the new requests against new and existing operating costs** in an effort to create a balanced and reasonable budget while senior management continues to review and refine anticipated project costs.

During the month of April, **all costs are documented and formatted into a comprehensive Proposed Budget** for presentation to the Leon County Board of County Commissioners no later than May 1.

The **LCBCC holds budget workshops on the following dates for the Public to offer input** on all County budget initiatives:

4/23/19 - Preliminary Budget Policy Workshop
6/18/19 - Budget Workshop
7/9/19 - FY20 Budget Workshop (if necessary)
9/17/19 - 1st Public Budget hearing on Adoption of Tentative Budgets
9/24/19 - 2nd Public Budget Hearing on Adoption of Tentative Budget
9/27/2019 - Submit Adopted Budget Resolutions to Constitutional Officers.

Leon County Commissioners hold a final vote on the County Budget, to include the Sheriff's Office budget, during September. On October 1, the new funding takes effect and the process begins anew.

In a situation where the budget must be amended, the Sheriff will submit the request in writing, along with the proposed Amended Budget, to the Board of County Commissioners for review and vote at the next scheduled Board Meeting. Upon approval of the amended budget, the Sheriff will revise his requested monthly Budget Draw to reflect the new amended budget. See Florida Statute Section 30.49 for further clarification.

BUDGET PROCESS & CALENDAR



October - December

October 1

Start of new fiscal year

October 1 - November 30

LCSO identifies priorities/
projects

December 1 - December 31

Notify agency members of
priorities

January - March

January 1 - January 31

Unit supervisors draft and submit
requests

Internal budget workshops/
training

Draft County matrix requests

January 25

Submit matrix requests to OMB

January 31

Unit requests are due to budget
manager

February 1 - February 7

Requests are compiled for
Sheriff's review

February 7 - February 28

Sheriff reviews all priorities/
projects/requests

February 21 - February 28

Agency prioritizes all requests

March 1 - March 31

Operating costs are evaluated
Insurance rates are adjusted
Operating requests are included
Tentative proposed budget is
created

April - June

April 1 - April 28

Costs are re-evaluated and
balanced

Final proposed budget is
reviewed/approved

April 15 - April 23

Budget is produced

May 1

Budget is submitted to LCBCC

May 9

Constitutional Officer's Meeting
(if necessary)

June 18

Budget Workshop

July - September

July 9

Budget Workshop
(if necessary)

September 17

BOCC - 1st public hearing on
adoption of tentative budget

September 24

BOCC - 2nd public hearing on
adoption of tentative budget

September 27

Submit adopted budget
resolutions



BUDGET INFORMATION

1 Basis of Budgeting for all Funds

The budget document is organized according to functional categories. These categories are identified as either **Law Enforcement, Corrections, or Judicial services**. Unit supervisors submit individual requests which are then placed in their appropriate functional category.

Unit budgets provide a brief description of additional resources needed to accomplish a program or goal. These requests are then prioritized within the department, the number of full time equivalent (FTE) positions necessary to execute or accomplish the goal, Fiscal Year (FY) 2020 dollars associated with the requests, and the additional net costs required of each program.

Within the appropriate fund and functional category, expenditures are itemized into Personnel Services, Operating Expenses, Capital Outlay, Debit Services, Grants and Aids, Other Uses, Contractual Services, and Contingencies. This budget presentation aligns with the uniform accounting system which is prescribed by the Department of Financial Services.

The Sheriff's budget is submitted by May 1st to the Board of County Commissioners. In June, workshops are held and the Board of County Commissioners adopts proposed millage rates in July based on the tentative spending plan and assessed taxable values provided by the Property Appraiser. The timeline for preparing and approving County budgets is prescribed by Florida Statute.

Public hearings are held in September to allow for citizen input on the County budget (including the Sheriff's budget). The final county budget is adopted at the second hearing following a legal notice summarizing the proposed plan and tax rates. The Sheriff, by statute, approves his budget October 1st each year.

The accounts of the Governmental Funds are maintained on the modified accrual basis. Under the modified accrual basis, revenues are recognized when they are received in cash or when they are considered both measurable and available and as such, are susceptible to accrual. Expenditures are recorded when the liability is incurred and/or will be paid from expendable available financial resources.

2 Leon County Sheriff's Office Long Term Financial Policies

Investments - Investment of Sheriff's funds is based on maintaining 24-hour liquidity. All Sheriff funds are held in local banks or short term investment instruments. The primary objectives of all investment activities for the Sheriff are safety of principal, maintenance of adequate liquidity, and return on investment.

Purchasing Policy - It is the Sheriff's Policy to purchase only those goods and services needed to serve the community. Purchases of assets valued over \$1,000 are capitalized pursuant to Florida Statute 274.02. All other purchases are expensed.

Revenue Policy - Chapter 30.51, Florida Statutes, all fees, commissions, or other funds collected by the sheriff for services rendered or performed



by his or her office shall be remitted monthly to the county.

Expense Policy - Expenditures are recorded when related fund liability is incurred. Purchase orders for goods or services that have been budgeted and will be received during the fiscal year are encumbered and recorded as budgeted expenditures in the year of receipt. All other payments for goods and services are considered direct expense items, usually paid monthly or accrued at year end according to modified accrual basis.

3 Projected Changes in Fund Balance

Fund balance allocations (residual non-appropriated liquid assets resulting from prior years' operations) are budgeted and included as revenue on a budgetary basis but are eliminated on a GAAP basis for financial reporting. The operating funds excess, by statute, are remitted back to the Board of County Commissioners no later than October 31, 2020.

4 Long Range Financial Plans

The Sheriff's Office has adopted a **Strategic Plan** that is evaluated and updated throughout the year. The agency holds an annual **Strategic Planning Meeting** where both long term and short term goals are identified. These goals serve as the foundation of our annual budget. There are several long term goals that the Sheriff's Office is focused on in the 2020 fiscal year.

The Sheriff's main objective is to **provide public safety to the citizens of Leon County**. The priority is to work with the community and all Law Enforcement partners to reduce, solve and prevent crime to help keep Leon County safe, healthy and vibrant. We, as an agency, will continue to evaluate population growth, crime rates and statistics, technology advancements, staffing levels, and equipment needs in an effort to provide the citizens a safe community.

The Detention Facility's priority is to **improve the environment and operational efficiency, focus on facility infrastructure, staff development and the needs of the inmates**. These initiatives will have a significant impact on future budgets as safety is always a high priority and reentry programs have been heavily emphasized to help reduce the number of repeat offenders within our community.

5 Current Debt Obligations

The Sheriff's Office has **no outstanding debt**. The Sheriff's operating funds are "turn back funds" and debt cannot be issued beyond a single fiscal year. All facility costs, by Florida Statute, are required to be paid by the Board of County Commissioners. The Sheriff's Office will not issue debt in FY 2020.



FUND DESCRIPTION & STRUCTURE

Leon County Sheriff's Office uses Fund, Organizational Code, and Account Code to identify where to charge expenses and reflect incoming revenue. Each of these are described below. The combination of Fund, Org Code and Account Code tell our employees which sub-agency (FUND) the charge belongs to, which unit (Org Code) of that sub-agency incurred the charge, and what type of charge (Account Code) it is.

FUND: Leon County Sheriff's Office uses two major funds within our budget and for our appropriation request. These two funds, listed below, denote revenue and expenses for the each of the two major sub-agencies that make up Leon County Sheriff's Office. LCSO has other funds for special purposes not relating to our appropriated budget, which include Special Revenue, Inmate Welfare Fund, and the Suspense Fund.

Fund:
001 Law Enforcement
004 Detention

ORGANIZATIONAL CODE: Leon County Sheriff's Office uses Organizational Codes to identify which unit revenue or expense belongs to. For example, if an expense should be charged to Fiscal Operations, the Org Code would be 130. This code, in combination with the fund listed above, would indicate whether an expense was charged to Detention-Fiscal Operations or Law Enforcement-Fiscal Operations.

Organizational Code Examples:

130	Fiscal Operations
140	Human Resources
150	Information Technology
160	Records
170	Fleet

ACCOUNT CODE: Leon County Sheriff's Office uses Account Codes to identify what type of revenue or expense account should be charged. For example, if an expense should be charged to Salary, the account code would be 51200. If the charge is relating to Office Supplies, the account code is 55100. This account code, in combination with the fund and org code listed above, would indicate whether an expense was charged to Detention-Fiscal Operations-Salary or Detention-Fiscal Operations-Office Supplies. Revenue account codes always start with the number "3" and expense account codes always start with the number "5".

Account Code Examples:

51200	Regular Salary
51400	Overtime
54000	Travel
55100	Office Supplies

Examples:

Fund:	Org Code:	Account:
001 Law Enf.	130 Fiscal Ops.	55100 Offc. Supplies
004 Detention	130 Fiscal Ops.	55100 Offc. Supplies





SUMMARY: REVENUE & EXPENDITURE

Revenue Sources

Leon County Board of County Commissioners

The Leon County Board of County Commissioners funds 97% of the Sheriff's Office annual budget. The Sheriff requests 1/12 of the total annual budget for each month except January which is a 2/12 draw and September which does not net a draw.

Leon County School Board

The Leon County School Board funds 3% of the Sheriff's total budget, which funds six full time deputies and all associated costs, and also funds half of all costs of an additional 25 deputies. The Leon County Sheriff's Office invoices the Leon County School Board at the end of each month for 1/12 of the total agreed upon contract amount.

	<u>FY18 Actual</u>	<u>FY19 Budget</u>	<u>FY20 Proposed</u>
Leon County BCC	\$ 73,935,086	\$ 78,251,031	\$ 79,999,171
LC School Board	\$ 1,550,165	\$ 1,857,374	\$ 2,116,479
Other Misc	\$ 685,530	\$ -	\$ -
Total Revenue	\$ 76,170,782	\$ 80,108,405	\$ 82,115,650



SUMMARY: REVENUE & EXPENDITURE



Expenditure

Personnel

Personnel costs include salary, salary additives and incentives, health and life insurance, retirement, workers compensation, unemployment compensation and overtime pay.

Grants & Aid

This category is used to describe funds within our budget used to support other agencies. Historically (through FY19), this category was used to show funds allocated to partially funding the operations of the Consolidated Dispatch Agency. Effective FY2020, that funding is remitted directly from the Leon County Board of County Commissioners to Consolidated Dispatch Agency without using the Sheriff's Office budget as a passthrough.

Operating

This fund category covers the day to day operations of the Leon County Sheriff's Office. It includes but is not limited to software, utilities, office supplies, uniforms, repair and maintenance of our facility and equipment, and any new small equipment purchases that have a per item value of less than \$1,000.

Capital

Capital funds are used to pay for equipment that has a per unit purchase price of greater than \$1000.

Contingency

Contingency is a non-specific funding source used to cover any unanticipated, unbudgeted expenses in other categories.

* The total expenditure includes \$2,116,479 in costs paid by Leon County School Board to partially fund the School Resource Deputy Program.

	<u>FY18 Actual</u>	<u>FY19 Budget</u>	<u>FY20 Proposed</u>
Law Enforcement			
Personnel	\$ 28,961,037	\$ 29,728,954	\$ 30,705,981
Operating	\$ 4,372,336	\$ 5,419,946	\$ 6,626,904
Capital	\$ 822,391	\$ 1,481,505	\$ 2,109,850
Grants/Aid	\$ 2,398,046	\$ 2,774,529	\$ -
Contingency	\$ -	\$ 100,000	\$ 100,000
Total	\$ 36,553,811	\$ 39,504,934	\$ 39,542,735
Bailiff			
Personnel	\$ 3,836,993	\$ 3,587,441	\$ 3,838,488
Operating	\$ 116,863	\$ 182,464	\$ 203,724
Capital	\$ -	\$ -	\$ -
Total	\$ 3,953,856	\$ 3,769,905	\$ 4,042,212
Corrections			
Personnel	\$ 24,683,449	\$ 25,390,803	\$ 26,551,349
Operating	\$ 10,935,707	\$ 11,116,897	\$ 11,623,752
Capital	\$ 43,960	\$ 225,866	\$ 255,602
Contingency	\$ -	\$ 100,000	\$ 100,000
Total	\$ 35,663,116	\$ 36,833,566	\$ 38,530,703
Total Expenditure	\$ 76,170,783	\$ 80,108,405	\$ 82,115,650 *



LAW ENFORCEMENT REVENUE & EXPENDITURE

Law Enforcement

FY 2020

Program Expenditure Detail

Object Code	Account Description	FY18 Adopted	FY18 Actual	FY19 Adopted	Change	FY 2020 Requested Total	% Change
Personnel Services:							
51100	Executive Salaries	\$ 72,714	\$ 77,638	\$ 75,789	522	\$ 76,311	0.69%
51200	Salaries & Wages	\$ 19,612,801	\$ 20,868,657	\$ 20,681,510	492,275	\$ 21,173,785	2.38%
51300	Other Salary	\$ 218,786	\$ 184,024	\$ 140,974	51,301	\$ 192,275	36.39%
51400	Overtime	\$ 867,432	\$ 1,219,801	\$ 1,032,925	67,525	\$ 1,100,450	6.54%
51500	Special Pay	\$ 182,040	\$ 189,462	\$ 187,560	6,900	\$ 194,460	3.68%
52100	FICA Taxes	\$ 1,562,728	\$ 1,634,914	\$ 1,636,333	34,432	\$ 1,670,765	2.10%
52200	Retirement Contributions	\$ 3,970,302	\$ 4,464,009	\$ 4,393,396	232,920	\$ 4,626,316	5.30%
52300	Life & Health Insurance	\$ 4,369,439	\$ 3,770,721	\$ 4,753,795	330,336	\$ 5,084,131	6.95%
52400	Workers Compensation	\$ 387,604	\$ 387,604	\$ 404,113	11,863	\$ 415,976	2.94%
52500	Unemployment Comp.	\$ 10,000	\$ 1,201	\$ 10,000	0	\$ 10,000	0.00%
Total Personnel Services:		\$ 31,253,846	\$ 32,798,030	\$ 33,316,395	1,228,074	\$ 34,544,469	3.69%
Draw to CDA:							
58120	Consolidated Dispatch Agency	2,482,569	2,398,046	2,774,529	(2,774,529)	0	(100.00%)
		\$ 2,482,569	\$ 2,398,046	\$ 2,774,529	(2,774,529)	\$ -	(100.00%)
Capital Outlay:							
56400	Mach. & Equip/Office	\$ 58,392	\$ 80,516	\$ 123,955	225,795	\$ 349,750	182.16%
56410	Mach. & Equip/Auto	382,475	657,892	1,200,500	317,000	1,517,500	26.41%
56435	Mach. & Equip/Investigation	15,070	6,101	7,200	(7,200)	0	(100.00%)
56460	Mach. & Equip/Radio	40,200	43,596	37,000	(27,400)	9,600	(74.05%)
56480	Mach. & Equip/Other	46,380	34,284	112,850	120,150	233,000	106.47%
Total Capital Outlay:		\$ 542,517	\$ 822,391	\$ 1,481,505	628,345	\$ 2,109,850	42.41%
Other:							
59999	Contingency	\$ 100,000	\$ -	\$ 100,000	0	\$ 100,000	0.00%
	Less SRO Contract	(1,447,759)	(1,553,927)	(1,857,374)	(259,105)	(2,116,479)	13.95%
Total Other:		(1,347,759)	(1,553,927)	(1,757,374)	(259,105)	(2,016,479)	14.74%
PROGRAM TOTAL		\$ 38,397,084	\$ 38,953,739	\$ 41,417,465	51,003	\$ 41,468,468	0.12%

LAW ENFORCEMENT REVENUE & EXPENDITURE



Object Code	Account Description	FY18 Adopted	FY18 Actual	FY19 Adopted	Change	FY 2020 Requested Total	% Change
Operating:							
53100	Other Admin./Prof.	\$ 24,000	\$ 42,367	\$ 24,000	11,000	\$ 35,000	45.83%
53105	Profes.Svc. Med	47,205	40,030	47,205	5,345	52,550	11.32%
53400	Other Contr. Svcs	142,712	128,156	161,837	60,603	222,440	37.45%
53500	Investigations	60,000	49,325	60,000	15,000	75,000	25.00%
54000	Travel & Per Diem	89,150	127,053	105,310	43,470	148,780	41.28%
54010	Travel/Private Vehicle	200	654	200	0	200	0.00%
54100	Communication Serv.	416,180	350,412	464,923	19,138	484,061	4.12%
54200	Postage & Freight	31,590	12,295	34,790	(11,790)	23,000	(33.89%)
54300	Utility Svc.	176,108	190,752	175,108	22,988	198,096	13.13%
54400	Rentals & Leases/Other	97,532	91,291	85,889	164,580	250,469	191.62%
54510	Insurance - Auto	279,407	232,413	349,362	10,055	359,417	2.88%
54520	Insurance - Property	26,763	26,763	28,101	1,405	29,506	5.00%
54530	Insurance - Prof. Liab.	287,482	279,464	319,397	29,907	349,304	9.36%
54600	Repair & Maintenance	0	1,245	0	0	0	0.00%
54610	Repair & Maint - Auto/Aviation	470,952	583,145	495,842	95,539	591,381	19.27%
54611	Repair & Maint - Tires	83,542	73,270	85,000	10,000	95,000	11.76%
54612	Repair & Maint - Motorcycles	15,000	5,468	15,000	0	15,000	0.00%
54613	Repair & Maint - Towing	10,000	4,595	10,000	0	10,000	0.00%
54615	Repair & Maint - Paint & Body	116,030	126,521	120,000	3,000	123,000	2.50%
54620	Repair & Maint - Facilities	227,311	182,674	226,586	500	227,086	0.22%
54630	Repair & Maint - Office Equip	215,628	89,772	205,083	(5,510)	199,573	(2.69%)
54660	Repair & Maint - Radios	21,693	39,929	22,237	3,780	26,017	17.00%
54670	Repair & Maint - Software	281,949	213,884	355,849	70,197	426,046	19.73%
54700	Printing & Binding	56,798	28,063	56,798	27	56,825	0.05%
54900	Other Charges/Other	76,236	65,546	81,926	211,721	293,647	258.43%
54910	Other Charges/Auto	283,675	188,653	115,675	0	115,675	0.00%
54930	Tuition Assistance	5,500	3,750	2,500	0	2,500	0.00%
54950	Uniform Cleaning	46,060	26,772	47,200	(18,200)	29,000	(38.56%)
55100	Office Supplies	35,868	31,975	35,750	0	35,750	0.00%
55200	Op. Supl./Misc.	222,948	290,537	286,978	262,191	549,169	91.36%
55210	Op. Supl./Fuel & Lub.	811,471	753,266	820,770	34,746	855,516	4.23%
55215	Op. Supl./Mtrcycl & Boat	10,000	3,279	10,000	0	10,000	0.00%
55235	Op. Supl./Investigative	35,680	22,253	35,680	(500)	35,180	(1.40%)
55250	Op. Supl./Uniforms	392,123	283,333	379,932	33,496	413,428	8.82%
55265	Op. Supl./Ammo	107,000	73,159	107,000	280	107,280	0.26%
55270	Data Process Supp	35,000	21,104	52,000	(16,000)	36,000	(30.77%)
55275	Computer Software	76,300	104,976	5,500	103,200	108,700	1876.36%
55280	Computer Hardware < \$1000 unit	0	0	29,500	(19,900)	9,600	(67.46%)
55400	Books, Pub., Memberships	32,155	58,892	30,307	64,300	94,607	212.16%
55401	Training	118,663	98,800	113,175	23,650	136,825	20.90%
59100	Transfer Out - Excess Fees	0	(456,632)	0	0	0	0.00%
Total Operating:		\$ 5,465,911	\$ 4,489,200	\$ 5,602,410	\$ 1,228,218	\$ 6,830,628	21.92%



BAILIFF BUDGET DETAIL

Salaries and Benefits:

51200	Salaries	\$	2,322,616
51300	Other Salary	\$	65,166
51400	Overtime	\$	155,000
51500	Incentive Pay	\$	26,160
52100	Fica/Medicare	\$	191,225
52200	Retirement	\$	516,773
52300	Life & Health Insurance	\$	510,158
52400	Workers' Compensation	\$	51,390
Total Salaries and Benefits		\$	3,838,488

Operating Expenses:

53400	Contractual Services	\$	68,336
54000	Travel/Per Diem	\$	500
54400	Rentals & Leases	\$	18,483
54510	Auto Insurance	\$	7,500
54530	Professional Liability	\$	40,031
54610	R&M: Fleet	\$	15,000
54620	R&M: Facilities	\$	500
54630	R&M: Equipment	\$	500
54660	R&M: Radios	\$	417
54700	Printing	\$	500
54900	Other Charges	\$	540
55100	Gasoline & Oil	\$	2,500
55200	Office Supplies	\$	7,132
55210	Other Supplies/Exp	\$	25,000
55250	Uniforms	\$	5,000
55401	Training	\$	11,785
Total Operating Expenses		\$	203,724

Capital Expenses:

Total Capital Expenses		\$	-
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Program Totals		\$	4,042,212
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SCHOOL RESOURCE PROGRAM BUDGET DETAIL

Prior to FY2019, the School Resource Program consisted of 25 sworn members. At that time, all costs associated with this program were split equally between the LCSB and the LCSO. In the FY2019 budget, the LCSB and LCSO agreed to add an additional three positions, as directed by the Marjory Stoneman Douglas Public Safety Act, which were funded entirely by the LCSB. In February 2019, the LCSB requested an additional three positions funded entirely by the LCSB, bringing the total to six employees funded by LCSB in addition to the 25 employees funded equally by both agencies. In this FY2020 budget, the School Resource Program has a total of 31 sworn members. Six of those employees (19%) are paid entirely by the LCSB. The remaining 25 employees make up 81% of all costs, which are shared equally by the LCSO and the LCSB.



SCHOOL RESOURCE PROGRAM BUDGET DETAIL



	FY2020 Total Program Cost 100% of Total 31 Positions	FY2020 LCSO/LCSB Split 81% of Total 25 of 31 Positions	FY2020 LCSB 100% 19% of Total 6 of 31 Positions
<u>Salaries and Benefits:</u>			
Salaries (31 positions)	\$ 1,987,575	\$ 1,602,883.06	\$ 384,691.94
Overtime	\$ 110,000	\$ 88,710	\$ 21,290
Educational Subsidy	\$ 25,320	\$ 20,419	\$ 4,901
Fica	\$ 160,858	\$ 129,724	\$ 31,134
Retirement	\$ 513,488	\$ 414,103	\$ 99,385
Life & Health Insurance	\$ 516,671	\$ 416,670	\$ 100,001
Worker's Compensation	\$ 44,947	\$ 36,248	\$ 8,699
Total Salaries and Benefits	\$ 3,358,859	\$ 2,708,757	\$ 650,102
<u>Operating Expenses:</u>			
Travel/Per Diem	\$ 33,930	\$ 27,363	\$ 6,567.10
MDC Airtime	\$ 15,996	\$ 12,900	\$ 3,096
Auto Insurance	\$ 17,481	\$ 14,098	\$ 3,383
Professional Liability	\$ 31,589	\$ 25,475	\$ 6,114
Auto Repairs and Maintenance	\$ 18,662	\$ 15,050	\$ 3,612
Radio R & M	\$ 600	\$ 484	\$ 116
Printing	\$ 500	\$ 403	\$ 97
Other Charges/Auto	\$ 2,000	\$ 1,613	\$ 387
Office Supplies	\$ 2,500	\$ 2,016	\$ 484
Operating Supplies	\$ 5,500	\$ 4,435	\$ 1,065
Gasoline & Oil	\$ 44,516	\$ 35,900	\$ 8,616
Uniforms	\$ 2,000	\$ 1,613	\$ 387
Training	\$ 12,400	\$ 10,000	\$ 2,400
Total Operating Expenses	\$ 187,674	\$ 151,350	\$ 36,324
<u>Capital Expenses:</u>			
Total Capital Expenses	\$ -	\$ -	\$ -
Program Totals	\$ 3,546,533	\$ 2,860,107	\$ 686,426
Contractual Contributions			
Leon County Sheriff	\$ 1,430,054	\$ 1,430,054	
Leon County School Board	\$ 2,116,479	\$ 1,430,054	\$ 686,426
LCBCC Monthly Draw	\$ 119,171.14		
LCSB Monthly Invoice	\$ 176,373.28		



DETENTION REVENUE & EXPENDITURE

Detention

FY 2020

Program Expenditure Detail

Object Code	Account Description	FY2018 Adopted	FY2018 Actual	FY2019 Budget	Change	FY 2020 Requested Total	% Change
Personnel Services:							
51100	Executive Salaries	\$ 72,714	\$ 77,638	\$ 75,789	\$ 522	\$ 76,311	0.69%
51200	Salaries & Wages	\$ 15,110,816	\$ 15,525,819	\$ 15,498,924	\$ 512,380	\$ 16,011,304	3.31%
51300	Other Salary	\$ -	\$ 320	\$ -	\$ 10,400	\$ 10,400	100.00%
51400	Overtime	\$ 728,450	\$ 928,956	\$ 728,450	\$ 136,050	\$ 864,500	18.68%
51500	Special Pay	\$ 56,940	\$ 65,164	\$ 66,780	\$ 2,160	\$ 68,940	3.23%
52100	FICA Taxes	\$ 1,203,637	\$ 1,187,997	\$ 1,212,214	\$ 47,069	\$ 1,259,283	3.88%
52200	Retirement Contributions	\$ 3,057,861	\$ 3,305,597	\$ 3,194,806	\$ 232,168	\$ 3,426,974	7.27%
52300	Life & Health Insurance	\$ 3,999,433	\$ 3,292,812	\$ 4,288,865	\$ 203,268	\$ 4,492,133	4.74%
52400	Workers Compensation	\$ 299,144	\$ 299,144	\$ 304,975	\$ 16,529	\$ 321,504	5.42%
52500	Unemployment Comp.	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ 20,000	0.00%
52700	Indirect Personnel Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Total Personnel Services:		24,548,995	24,683,447	\$ 25,390,803	\$ 1,160,546	\$ 26,551,349	4.57%
Capital Outlay:							
56400	Mach & Equip - Office	\$ 29,000.00	\$ 36,818.35	\$ 32,466.00	\$ 53,136	\$ 85,602.00	163.67%
56410	Equipment - Fleet	\$ -	\$ -	\$ 60,000.00	\$ -	\$ 60,000.00	0.00%
56440	Mach & Equip - Jail	\$ 27,008.00	\$ 7,141.55	\$ 123,000.00	\$ (13,000)	\$ 110,000.00	(10.57%)
56460	Mach & Equip - Radio	\$ 14,000.00	\$ -	\$ 10,400.00	\$ (10,400)	\$ -	(100.00%)
Total Capital Outlay:		\$ 70,008	\$ 43,960	\$ 225,866	\$ 29,736	\$ 255,602	13.17%
Other:							
59999	Contingency	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 100,000	0.00%
Total Other:		100,000	0	100,000	0	100,000	0.00%
PROGRAM TOTAL		\$ 35,538,002	\$ 35,663,114.45	\$ 36,833,566	\$ 1,697,137	\$ 38,530,703	4.61%

DETENTION REVENUE & EXPENDITURE



Operating:

53105	Professional Medical Fees	\$ 17,800.00	\$ 16,048.00	\$ 17,800.00	\$ 2,100	\$ 19,900.00	11.80%
53400	Other Contractual Services	\$ 5,897,121.00	\$ 5,836,277.04	\$ 6,036,065.00	\$ 177,178	\$ 6,213,243.00	2.94%
53410	Contractual Svcs-Offsite Med	\$ 1,400,000.00	\$ 1,675,309.03	\$ 1,600,000.00	\$ 50,000	\$ 1,650,000.00	3.13%
54000	Travel & Per Diem	\$ 13,240.00	\$ 12,396.37	\$ 26,200.00	\$ (5,200)	\$ 21,000.00	(19.85%)
54010	Travel - Local mileage	\$ 200.00	\$ 247.72	\$ 200.00	\$ -	\$ 200.00	0.00%
54100	Communication Serv.	\$ 79,758.00	\$ 50,230.41	\$ 79,758.00	\$ 7,290	\$ 87,048.00	9.14%
54200	Postage & Freight	\$ 2,090.00	\$ 1,017.62	\$ 1,090.00	\$ -	\$ 1,090.00	0.00%
54300	Utilities Services	\$ 922,650.00	\$ 929,405.87	\$ 937,650.00	\$ 700	\$ 938,350.00	0.07%
54400	Rentals & Leases/Other	\$ 17,869.00	\$ 29,756.62	\$ 17,113.00	\$ 10,000	\$ 27,113.00	58.44%
54510	Fleet Insurance	\$ 15,000.00	\$ 15,000.00	\$ 16,000.00	\$ 1,000	\$ 17,000.00	6.25%
54520	Insurance/Property	\$ 237,651.00	\$ 237,651.00	\$ 249,534.00	\$ 12,477	\$ 262,011.00	5.00%
54530	Insurance/Prof. Liab.	\$ 230,320.00	\$ 224,978.20	\$ 255,153.00	\$ 13,279	\$ 268,432.00	5.20%
54540	Insurance Pris/Med	\$ 74,226.00	\$ 125,460.60	\$ 126,000.00	\$ -	\$ 126,000.00	0.00%
54600	Repair & Maintenance	\$ -	\$ 784.28	\$ -	\$ -	\$ -	0.00%
54610	Repair & Maint - Fleet	\$ 17,940.00	\$ 36,156.00	\$ 18,000.00	\$ 18,000	\$ 36,000.00	100.00%
54611	Repair & Maint - Tires	\$ 6,458.00	\$ -	\$ 6,500.00	\$ -	\$ 6,500.00	0.00%
54615	Repair & Maint - Paint	\$ 8,970.00	\$ -	\$ 9,000.00	\$ -	\$ 9,000.00	0.00%
54620	Repair & Maint	\$ 588,468.00	\$ 534,975.27	\$ 466,034.00	\$ 7,500	\$ 473,534.00	1.61%
54630	Repair & Maint - Equipment	\$ 211,144.00	\$ 41,224.26	\$ 191,144.00	\$ (56,144)	\$ 135,000.00	(29.37%)
54660	Repair & Maint - Radio	\$ 1,644.00	\$ -	\$ 1,644.00	\$ 1,356	\$ 3,000.00	82.48%
54670	Repair & Maint - Software	\$ 87,075.00	\$ 52,393.48	\$ 92,175.00	\$ 66,776	\$ 158,951.00	72.44%
54700	Printing & Binding	\$ 12,500.00	\$ 24,318.94	\$ 12,500.00	\$ -	\$ 12,500.00	0.00%
54900	Other Current Charges	\$ 15,000.00	\$ 19,843.08	\$ 15,000.00	\$ 100,000	\$ 115,000.00	666.67%
54930	Tuition Assistance	\$ 1,500.00	\$ 2,400.00	\$ 2,500.00	\$ -	\$ 2,500.00	0.00%
54950	Uniform Cleaning	\$ 40,800.00	\$ 3,858.02	\$ 44,300.00	\$ (22,800)	\$ 21,500.00	(51.47%)
55100	Office Supplies	\$ 25,738.00	\$ 22,333.80	\$ 25,750.00	\$ -	\$ 25,750.00	0.00%
55200	Op. Supl./Other Suppl.	\$ 172,662.00	\$ 42,265.49	\$ 176,312.00	\$ (3,567)	\$ 172,745.00	(2.02%)
55210	Gas, Oil & Etc.	\$ 35,910.00	\$ 22,475.49	\$ 35,910.00	\$ -	\$ 35,910.00	0.00%
55240	Jail Supplies	\$ 259,186.00	\$ 159,743.95	\$ 259,186.00	\$ -	\$ 259,186.00	0.00%
55241	Jail Supplies/Tissue	\$ 40,000.00	\$ 30,239.28	\$ 40,000.00	\$ -	\$ 40,000.00	0.00%
55242	Jail Supplies/Kitchen	\$ 22,068.00	\$ 109,466.18	\$ 22,068.00	\$ 106,032	\$ 128,100.00	480.48%
55243	Jail Supplies/Bedding	\$ 30,000.00	\$ 17,812.60	\$ 30,000.00	\$ (2,000)	\$ 28,000.00	(6.67%)
55244	Jail Supplies/Clothing	\$ 55,000.00	\$ 15,144.13	\$ 55,000.00	\$ (10,000)	\$ 45,000.00	(18.18%)
55250	Op. Supply/Uniforms	\$ 203,944.00	\$ 99,451.95	\$ 207,344.00	\$ (19,744)	\$ 187,600.00	(9.52%)
55270	Data Process Supp.	\$ 55,000.00	\$ 27,167.99	\$ 25,000.00	\$ -	\$ 25,000.00	0.00%
55275	Computer Software Purchase	\$ -	\$ 27,010.00	\$ -	\$ -	\$ -	0.00%
55400	Books, Pub., Memberships	\$ 4,939.00	\$ 17,917.76	\$ 4,939.00	\$ 60,150	\$ 65,089.00	1217.86%
55401	Training	\$ 15,128.00	\$ 12,676.91	\$ 14,028.00	\$ (7,528)	\$ 6,500.00	(53.66%)
59100	Transfer Out - Excess Fees	\$ -	\$ 462,270.02	\$ -	\$ -	\$ -	0.00%
Total Operating:		\$ 10,818,999	\$ 10,935,707	\$ 11,116,897	\$ 506,855	\$ 11,623,752	4.56%





The **Leon County Board of County Commissioners** reviews, approves, and funds via budget draw 97% of the Sheriff's annual budget to include Personnel, Operating, and Capital Expenditure. The remaining funds (3%) are contractually provided by the Leon County School Board to cover a portion of the costs of the School Resource Deputy Program which is described greater detail below.

Leon County School Board

The Leon County School Board reimburses the Sheriff for 100% of the costs of six School Resource Deputies that were added to the program in FY2019. The remaining program costs, which cover 25 additional School Resource Deputies, are shared equally between the Sheriff and the Leon County School Board. Each year a contractual agreement outlining these costs is signed into effect by the Sheriff of Leon County and the Superintendent of Leon County Schools. The detail budget for the School Resource program is included as an attachment to this budget and also to the annual LCSO/LCSB Agreement.

Miscellaneous Revenue

This includes contractual reimbursements for providing security to other agencies including but not limited to: Leon County Public Library, US Dept of Forestry, Florida State University, DEA, US Marshals, IRS. All combined revenues received from these and other agencies make up less than 1% of the Sheriff's budget.





CAPITAL EXPENSES

135 - Procurement Services

LE Equipment	Qty	Price	Amount	Justification
AED - Replacement EOL	25	1,300	\$ 31,250	Replace EOL
AED - New Sworn Employees	4	1,300	\$ 5,200	New Employee Equipment
Radio - Vehicle	4	1,200	\$ 4,800	New Employee Equipment
Total			<u>\$ 41,250</u>	

150 - Information Technology

Office Equipment	Qty	Price	Amount	Justification
Laptop Replacements	46	2,000	\$ 92,000	Replace EOL
RTCC: Analyst Computer	2	5,000	\$ 10,000	New Employee Equipment
BWC: Analyst Computer	1	1,500	\$ 1,500	New Employee Equipment
BWC: Records Specialist Computer	1	1,500	\$ 1,500	New Employee Equipment
P&E Supervisor Computer	1	1,500	\$ 1,500	New Employee Equipment
Computer - New Sworn Employee	4	3,000	\$ 12,000	New Employee Equipment
Total			<u>\$ 118,500</u>	

170 - Fleet Maintenance

Auto Equipment	Qty	Price	Amount	Justification
Fleet Vehicle Replacement			\$ 1,300,000	Replace EOL
Fleet Vehicle - New Deputies	4	\$ 51,500	\$ 206,000	New Employee Equipment
Training Trailer	1	\$ 11,500	\$ 11,500	Replace EOL
Vehicle Radio	4	\$ 1,200	\$ 4,800	New Employee Equipment
Total			<u>\$ 1,522,300</u>	

212 - Aviation

Auto Equipment	Qty	Price	Amount	Justification
Drone Equipment	1	\$ 25,000	\$ 25,000	New Program
Total			<u>\$ 25,000</u>	

CAPITAL EXPENSES



236 - Property & Evidence

Investigative Equipment	Qty	Price	Amount	Justification
Air Filtration System	2	\$ 6,000	\$ 12,000	New Equipment
Humidity Control System	2	\$ 3,300	\$ 6,600	New Equipment
Surveillance Camera	6	\$ 2,500	\$ 15,000	New Equipment
Total			<u>\$ 33,600</u>	

247 - Real Time Crime Center

Operating Equipment	Qty	Price	Amount	Justification
Video Management System	1	\$ 140,000	\$ 140,000	New Equipment
Total			<u>\$ 140,000</u>	

532 - Hazardous Device Team

Other Equipment	Qty	Price	Amount	Justification
Ballistic Vests	1	\$ 3,000	\$ 3,000	Replace EOL Equipment
Total			<u>\$ 3,000</u>	



CAPITAL EXPENSES

536 - SWAT Team

Other Equipment	Qty	Price	Amount	Justification
Sniper Tactical Rifle M40LE .308	2	\$ 7,500	\$ 15,000	Replace EOL Equipment
Total			<u>\$ 15,000</u>	

545 - Armory

Other Equipment	Qty	Price	Amount	Justification
Taser - New Sworn Employee	4	\$ 1,550	\$ 6,200	New Employee Equipment
Tasers - Annual Replacement	1	\$ 205,000	\$ 205,000	Replace EOL Equipment
Total			<u>\$ 211,200</u>	

Law Enforcement Capital Totals

135 - Procurement Services	\$	41,250
150 - Information Technology	\$	118,500
170 - Fleet Maintenance	\$	1,522,300
212 - Aviation	\$	25,000
236 - Property & Evidence	\$	33,600
247 - Real Time Crime Center	\$	140,000
532 - Hazardous Device Team	\$	3,000
536 - SWAT Team	\$	15,000
545 - Armory	\$	211,200
Total	<u>\$</u>	<u>2,109,850</u>

CAPITAL EXPENSES



Detention

FY 2020

Capital Outlay Detail

150 - Information Technology

Office Equipment	Qty	Price	Amount	Justification
Monitors - EOL			\$ 4,000	EOL - Recurring
Printers - EOL			\$ 5,000	EOL - Recurring
Touchscreen Computer Replacement	1	65,572	\$ 65,572	Replace EOL
Total			<u>\$ 74,572</u>	

170 - Fleet Maintenance

Auto Equipment	Qty	Price	Amount	Justification
Fleet Vehicle Replacement			\$ 60,000	Replace EOL
Total			<u>\$ 60,000</u>	

425 - Inmate Services

Auto Equipment	Qty	Price	Amount	Justification
Commercial Dryer	1	\$ 4,530	\$ 4,530	
Medical Equipment - Contractual	1	\$ 5,000	\$ 5,000	Replace EOL
Total			<u>\$ 9,530</u>	

450 - Housing Services

Investigative Equipment	Qty	Price	Amount	Justification
Convection Oven	1	\$ 14,000	\$ 14,000	Replace EOL
Mixing Bowl - 80 Quart	1	\$ 2,000	\$ 2,000	Replace EOL
Office & Pod Furniture	1	\$ 7,000	\$ 7,000	Replace EOL
Total			<u>\$ 23,000</u>	



CAPITAL EXPENSES

Detention

FY 2020

Capital Outlay Detail

470 - Facility Management

Operating Equipment	Qty	Price	Amount	Justification
Steam Boiler - Replacement	1	\$ 87,000	\$ 87,000	Replace EOL
Total			<u>\$ 87,000</u>	

545 - Armory

Other Equipment	Qty	Price	Amount	Justification
Taser	1	\$ 1,500	\$ 1,500	Replace EOL Equipment
Total			<u>\$ 1,500</u>	

Detention

FY 2020

Capital Outlay Detail

Detention Capital Totals

150 - Information Technology	\$	74,572
170 - Fleet Maintenance	\$	60,000
425 - Inmate Services	\$	9,530
450 - Housing Services	\$	23,000
470 - Facility Management	\$	87,000
545 - Armory	\$	1,500
Total	<u>\$</u>	<u>255,602</u>

PERSONNEL SUMMARY



Summary	FY2018	(+ / -)	FY2019	(+ / -)	FY2019 ADJ	(+ / -)	FY2020
Law Enforcement	327	10	337	0	345	9	354
Detention	293	4	297	0	293	0	293
Total	620	14	634	0	638	9	647

Law Enforcement

Program Staffing Detail	FY 2018 Adopted	(+ / -)	FY2019 Adopted	(+ / -)	FY2019 Adjusted	FY 2020 Requested Change	Total
Sheriff	1		1		1		1
Undersheriff	0		0		1		1
Chief	6		6		4		4
Major	0		0		0		0
Captain	4		4		6		6
Lieutenant	15		15		15		15
Sergeant	32		32		31		31
Deputy/Detective	196	8	204		203	4	207
Civilian	73	2	75		84	5	89
	327	10	337	0	345	9	354

Detention

Program Staffing Detail	FY 2018 Adopted	(+ / -)	FY2019 Adopted	(+ / -)	FY2019 Adjusted	FY 2020 Requested Change	Total
Chief	1		1		1		1
Major	0		0		1		1
Captain	3		3		4		4
Lieutenant	10		10		8		8
Sergeant	28		28		30		30
Correctional Officer	206	4	210		198		198
Correctional Detective	0		0		0		0
Civilian	45		45		51		51
	293	4	297	0	293	0	293



STRATEGIC PLAN

Public Safety

Priority: Work with the community and all law enforcement partners to reduce, solve and prevent crime to help keep Leon County safe, healthy and vibrant.

Goal 1: Increase Sworn Staffing

Youth Services

- Relief staffing for training and vacation days
- Explore use of SRD during summer

Uniform Patrol

- Increasing to 20 deputies per shift

Reserve Unit

- Explore compensation for special events
- Implement formalized FTO training program for Reserves

Goal 2: Continue reduction in crimes as reported in the Uniformed Crime Report and increase solvability rates

- Identifying repeat offenders
- Focus on property crimes that constitute the largest number of crimes in our community
- Focus on identifying repeat youth offenders
- Conduct a warrant sweep operation

Goal 3: Expand capability of Aviation Unit

- Research and identify equipment needs
- Establish partnerships with other First Responder agencies (to include TFD and other funding sources)

Goal 4: Improve Tactical Response Team Training

- Establish regular leadership meetings
- Cross train by discipline/team assignments

Goal 5: Increase partnerships with other LEO, Government, and private entities

- Further explore video sharing with private companies
- Continue Regional Investigations Leadership meetings
- Increase meetings with SAO to promote prosecution of chronic offenders

Goal 6: Reduce Incidents of Domestic Violence

- Continue partnership with Refuge House
- Implement Focused Deterrence Strategy
- Identify and implement new promising Domestic Violence reduction strategies

Goal 7: Complete implementation, as well as manage and assess the function of Real Time Crime Center

- Continue to define scope
- Identify peak operational hours
- Properly staff the center

Goal 8: Reduce Recidivism of Youth Offenders

- Implement “Back on Track” initiative
- Enhance Formal SRD “law enforcement perception” program for schools
- Coordinate investigative and analysis information with SAO to promote prosecution of worst offenders
- Establish annual strategic planning meeting with school officials

Detention and Judicial

Priority: (Detention) Improve the environment and operational efficiency, developing a comprehensive plan focused on facility infrastructure, staff development and the needs of the inmates.

Goal 1: Create and maintain a positive work environment for Leon County Detention Facility members.

- Develop internal and external communication plans, which

- highlight the mission and vision of the detention facility
- Perform a comprehensive staffing analysis within the LCDF
- Develop job specific post orders for correctional/security staff
- Establish a team to assess, evaluate and make recommendations on correctional staff equipment

Goal 2: Enhance programs for inmates/offenders returning to the community

- Develop an assessment tool to identify inmate needs
- Inventory inmate program needs and develop model to expand evidence based program to meet inmate needs
- Add two staff members to assist with performing inmate needs assessment/oversee programs
- Develop Leon County Re-Entry portal model and secure funding to support it

Goal 3: Improve the environment, safety and security with the LCDF

- Develop a three year Comprehensive Capital Improvement Plan based on LCDF needs
- Institute a facility environmental/safety program and designate a full-time facility inspector to manage the program
- Develop a security audit instrument and perform quarterly security audits
- Formulate the existing security review team by incorporating them into policy and procedure with specific responsibilities and performance metrics
- Develop search and security screening training for courthouse members.

Goal 4: Address Judicial Services Division needs based on member's nature of assignment

- Develop enhanced scenario based training for Judicial Services Division Members
- Develop search and security screening training for courthouse members



Goal 5: Coordinate with the Court Administrator and the Chief Judge to prioritize critical facility and equipment needs

- Update surveillance and CCTV systems at the courthouse facilities
- Replace X-ray screening equipment at courthouse entrances

Organizational Excellence

Priority: Be a model law enforcement agency, establishing an internal framework of standards and processes, intended to engage and motivate our employees to deliver world-class service.

Goal 1: Obtain national law enforcement accreditation

- Submit application to CALEA for consideration
- Work with CALEA to complete self-assessment
- Awarded CALEA Accreditation

Goal 2: Obtain Governor's Sterling Award

- Follow up on status of meeting with Sterling Group and discuss training opportunities
- Register appropriate personnel for June 2019 conference
- Implement the Florida Sterling objectives and plan

Goal 3: Develop and implement a career development plan for all employees

- Create a Step Pay Plan Program for agency members
- Continue developing career road map currently in place
- Create a high year tenure policy and designate career development positions

Goal 4: Expand the recruitment process to provide a qualified and diversified workforce

- Create a sliding scale for new employees with experience
- Develop and implement a scholarship program to the Academy for Law Enforcement and Corrections to be

funded by an outside source

- Develop and implement a marketing program utilizing social media which emphasizes the comparison of benefits with local law enforcement agencies
- Expand recruitment efforts to military personnel via military bases

Goal 5: Develop a long-term workspace and target hardening plan for LCSO campus

- Research funding sources for long-term workspace improvements
- Work with local Subject Matter Experts (SMEs) to develop target hardening plan for LCSO campus
- Research creation of an LCSO Foundation
- Develop a long term maintenance plan for current facilities

Technology

Priority: Be an effective leader and reliable partner in the Public Safety community, using technology to enhance crime fighting and lower the crime rate to make Leon County a safer place to live.

Goal 1: Prepare a well-designed technology infrastructure which supports the mission of the Leon County Sheriff's Office.

- Train line-level personnel on the daily proactive usage of available technology resources
- Train supervisory personnel on the usage of technology resources for management of field resources
- Enhance Offender Management System through partnership with County or by replacement with off the shelf software

Goal 2: Leverage other law enforcement and community partnerships to increase technology sharing and usage opportunities

- Provide additional fixed and mobile cameras for site security for all LCSO facilities
- Research the development of a citizens' tip portal to create an additional avenue of information gathering
- Develop a citizens' mobile app to streamline communication sharing between LCSO and citizens
- Develop and deploy online reporting for citizens
- Research the availability of agency owned, private and government owned cameras for use in the Real Time Crime Center (RTCC)

Goal 3: Support and/or maintain technologies to ensure technology usage

- Enhance and expand capabilities and facilities of the Real Time Crime Center
- Provide infrastructure and personnel support for the Body Camera Program to enhance safety and transparency for citizens

Goal 4: Research technology and seek outside guidance to develop budget to provide updated technology for increased effectiveness

- Develop and implement a plan for the use of an Unmanned Aerial Vehicle (UAV) program
- Explore the usage of patrol vehicle hotspots to facilitate expanded and effective communications for field and investigative personnel during joint operations



COMMAND STAFF



Pictured left to right: Chief Steve Harrelson, Executive Director Shonda Knight, Legal Counsel Jim Pimentel, Chief Audrey Smith, Chief Jeff Beasley, Sheriff Walt McNeil, Undersheriff David Folsom, Chief Linda Butler, HR Director Joe McCabe, Chief Chris Summers, Fiscal Director Rick Ritter

EXECUTIVE STAFF



David Folsom
Undersheriff

Undersheriff Folsom has worked for 32 years as a law enforcement officer. He began his career with the Valdosta State University Police Department from 1980-1984. Folsom received a commission as an officer in the United States Air Force in 1984. During that time, he was assigned as a Security Police Section Commander and Operations Officer in the Strategic Air Command and Alaskan Air Command where he was awarded the Meritorious Service Medal and USAF Commendation Medal.

In 1988, he joined the Tallahassee Police Department where he worked as a patrol officer, field training officer, traffic homicide investigator. Folsom worked as the supervisor and commander of the Special Operations Division. He was progressively promoted through the ranks to Captain.

In 2011, he was appointed the Deputy Inspector General for the Florida Department of Corrections. Sheriff McNeil appointed him Chief of Staff at the Leon County Sheriff's Office in 2017.

Undersheriff Folsom has a Bachelor of Science degree in Criminal Justice from Valdosta State University and a Master of Science in Political Science from Florida State University. He graduated from the FBI National Academy, Class 240, in 2010. Folsom graduated from Leadership Tallahassee in 2004 and is a member of the Florida Sheriff's Association and the International Association of Chiefs of Police.



James W. Pimentel
General Counsel

General Counsel James W. Pimentel is a 1997 honors graduate of the University of Florida College of Law. From 1997 until 2004, Pimentel served as an Assistant State Attorney in the Fourth Judicial Circuit of Florida. He prosecuted criminals on all levels of offenses from misdemeanors through capital felonies. From 2005 until 2017, Pimentel served as General Counsel for the Clay County Sheriff's Office. He has served as General Counsel to Leon County Sheriff Walt McNeil since January 2017. As General Counsel, he provides legal assistance to the entire agency.

Pimentel earned his Bachelor of Science in Political Science, summa cum laude, from Northeastern University in Boston. Upon graduation in 1988, Pimentel was commissioned as an Ensign in the United States Navy. He served on active duty from 1988 until 1994. After leaving active duty in 1994, Pimentel served in the Naval Reserve and was promoted to Lieutenant Commander, and later selected for promotion to Commander. Pimentel was recalled to Active Duty for one year following the 9/11 Terrorist Attacks, and he deployed outside of the United States. During his military service, Pimentel received the Navy Commendation Medal, four Navy Achievement Medals, two National Defense Service Medals, and numerous other military honors.

Pimentel is an Eagle Scout, Life Member of the National Eagle Scout Association ("NESA") and has received a District Award of Merit, the Silver Beaver Award, and the NESA Outstanding Eagle Scout Award from the Boy Scouts of America.



Stephanie Jones
Secretary

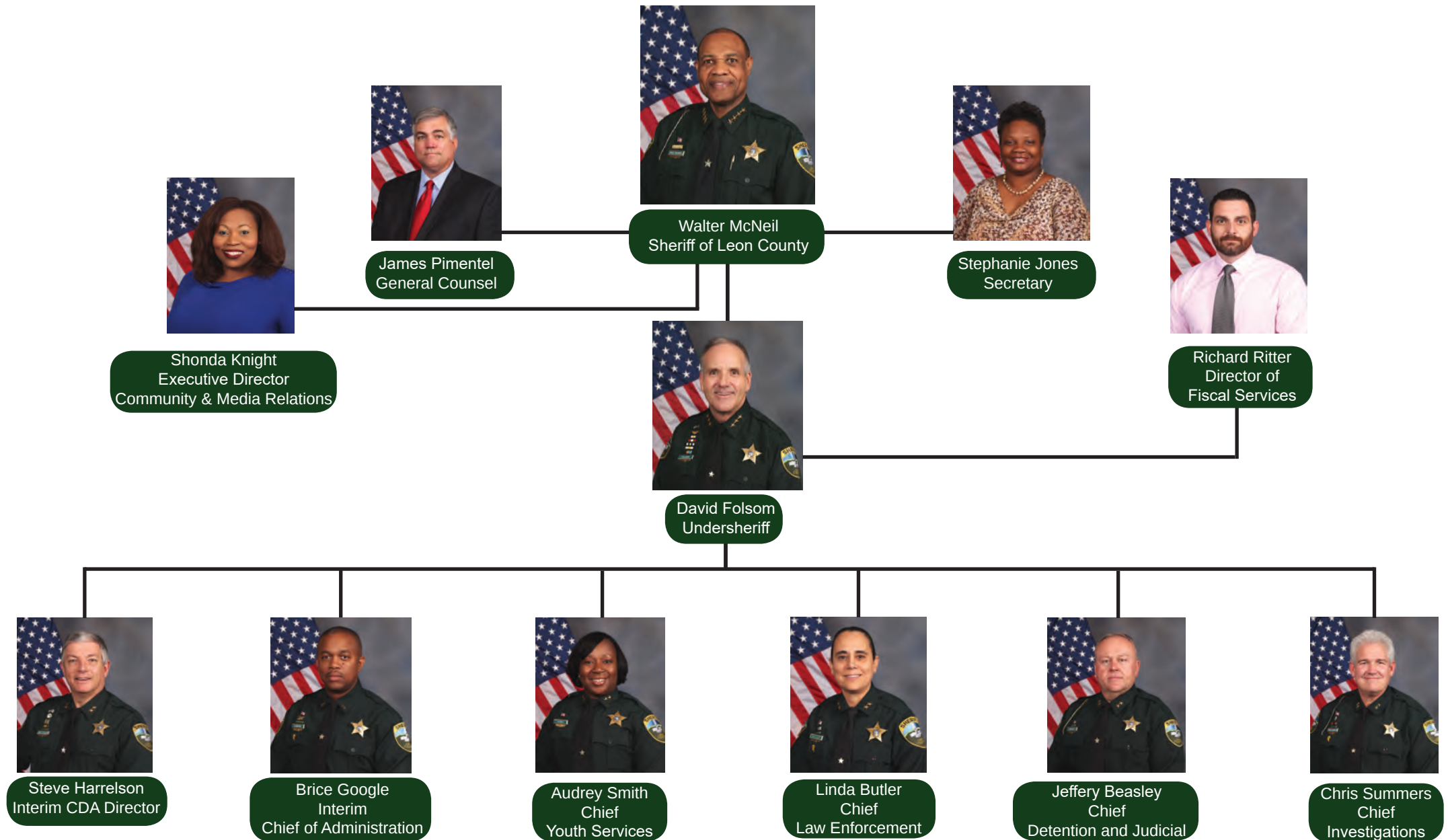
Stephanie Jones joined the Leon County Sheriff's Office in January 2017 as Executive Secretary to Sheriff Walt McNeil.

As a member of the executive staff, Jones maintains Sheriff McNeil's schedule and assists in planning appointments, agendas, board meetings, conferences, etc. Sheriff McNeil's schedule, records minutes of official meetings. She oversees the reception and screening of phone calls and handles prioritizing all outgoing and incoming correspondence for Sheriff McNeil. Jones conducts research and prepares presentations or reports as assigned.

Prior to LCSO, Jones served as an Administrative Assistant with the Florida Department of Corrections from 2008-2016. She worked as an Executive Assistant for the Florida Department of Juvenile Justice from 2007-2008. Jones received a word processing certificate from Thomas Area Vo-Technical College. She has held positions as an Accounting Control Clerk, Administrative Aide, Executive Assistant and Personal Secretary.



COMMAND STAFF







ADMINISTRATION

The Department of Administration is comprised of Human Resources, Information Technology, Business Services, Training, Records Management, Facilities and Fleet. Each of these integral parts work behind-the-scenes in positions that allow our sworn law enforcement and certified detention members to better combat criminal activity and safely detain those incarcerated.

2018 Statistics

Human Resources Division

- Processed and hired more than 100 employees and volunteers
- Processed more than 1,100 applications
- Implemented and held two educational resource fairs for all employees, including more than ten educational institutions and financial resources

- Partnered with Flagler College to create the Flex Program to allow employees with an Associate's Degree or 60 credit hours to complete their Bachelor's Degree within five semesters
- Eight employees were provided LCSO scholarships to participate in the Flex Program.

Records Management Division

- Processed approximately 9,000 public records requests
- Scanned and verified more than 1.1 million documents

Information Technology Division

- Processed more than 6,000 IT requests agency-wide
- Completed the installation of the Real Time Crime Center
- Implemented the new Detention Commissary and Banking system
- Moved and enhanced the Detention Emergency Command and Control Center
- Replaced Detention Intercom System

Facilities Maintenance

- Processed more than 4,800 maintenance requests agency-wide
- Replaced the outdated detention fire system interface
- Replaced the roof on the Administration Building

Training Division

- Completed restructuring of entire Recruit Training Program
- Upgraded Use of Force Tracking software

CERTIFICATIONS

HUMAN RESOURCES

- Society for Human Resources Management Certified Professional

RECORDS MANAGEMENT

- Certified Public Records Administrator

INFORMATION TECHNOLOGY

- CompTIA A+ Certifications

TRAINING

- FDLE Certified Instructors



ADMINISTRATION





FISCAL OPERATIONS

The Sheriff's Office is primarily funded by appropriations from the Leon County Board of County Commissioners. The Finance Department's main goals and objectives are to ensure that all agency funds are properly spent, monitored and accounted for throughout the year. The Finance Department is responsible for the General Accounting, Payroll, and Procurement Units within the agency.

The General Accounting Unit ensures that financial records for the agency are accurate, reliable, and prepared in accordance with general accepted accounting principles and governmental accounting standards. General Accounting is responsible for the oversight and monitoring of the agency's daily fiscal operations, the preparation of the annual budget and the monitoring and submission of all grant related revenues and expenditures.

The Payroll Unit is responsible for the bi-weekly payroll process for all full-time and part-time members which was approximately \$58.2 million in fiscal year 2018. The unit is also responsible for the calculation and submission of all retirement and tax contributions made on behalf of the agency and its employees.

The Procurement Unit purchases operating and office supplies for the entire agency. The unit's objective is to obtain a quality product for the best price by researching prices and assisting other departments in obtaining quotes with the goal of fiscal accountability for all taxpayer dollars spent. The Procurement Unit processed more than \$5.3 million dollars in fiscal year 2018.

FY 2019/2020 BUDGET:
\$82,115,650





2020 BUDGET

Law Enforcement	\$39,542,735
Detention	\$38,530,703
Bailiff	\$ 4,042,212

FUNDING SOURCES

Leon County	\$79,999,171
School Board	\$ 2,116,479
Total	\$82,115,650

DEPARTMENTAL BREAKDOWN

Law Enforcement

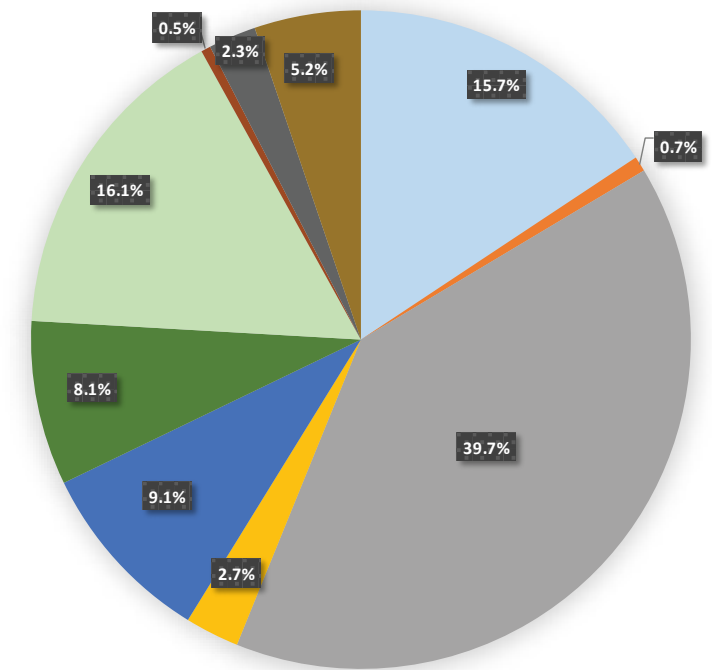
Personnel	\$30,705,981
Operating	\$ 6,726,904
Capital	\$ 2,109,850
CDA	\$0

Bailiff

Personnel	\$ 3,838,488
Operating	\$ 203,724

Detention

Personnel	\$26,551,349
Operating	\$11,723,752
Capital	\$ 255,602



- Administration
- Community Relations
- Detention
- Fiscal Services
- Investigations
- Judicial
- Law Enforcement
- Sheriff
- Sheriff Staff
- Youth Services





FLEET

The Leon County Sheriff's Office Fleet Operations is comprised of 504 vehicles, including 277 marked patrol vehicles. In 2018, LCSO Fleet Management completed 3,602 repairs, including 851 preventative maintenance services, 453 tire services, 289 brake system services and 186 emergency equipment repairs. Fleet Operations ordered, received, issued, and installed 14,038 parts and dispensed 242,836 gallons of fuel. Fleet Operations added 44 new vehicles in 2018. The Unit consists of a director and four technicians.

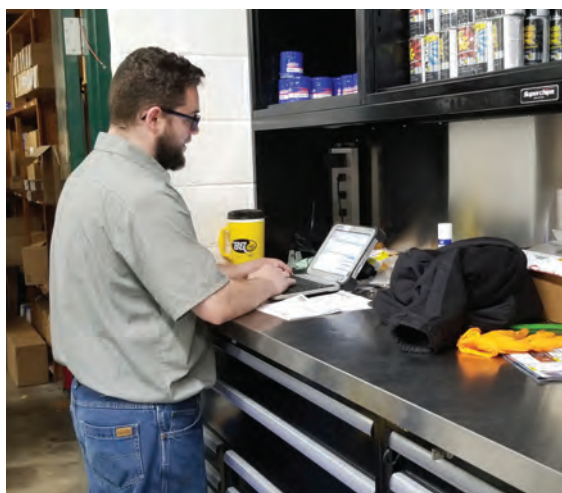




The Leon County Sheriff's Office Fleet was recognized by the National Institute of Automotive Service Excellence with the prestigious "ASE Blue Seal of Excellence" for a third consecutive year. This Unit is one of only four Florida Sheriff's Offices to receive this certification status. Our Fleet Management Division Director Tim Coxwell completed recertification of his ASE Master Technician status, NAFA Certified Automotive Fleet Manager certification, and the American Public Works Association's Certified Public Fleet Professional certification. There are only two fleet professionals in the State of Florida with these credentials and only eight in North America.

CERTIFICATIONS

ASE Certified Blue Seal of Excellence
Certified Automotive Fleet Manager
APWA Certified Public Fleet Professional
NAFA Fleet Management Association
ASE Certified Master Automotive Technician
ASE Certified Maintenance and Light Repair
ASE Certified Parts Specialist
ASE Certified Service Consultant



Tim Coxwell, LCSO Fleet Manager
Florida Sheriff's Risk Management Fund
"2018 Outstanding Fleet Manager of the Year"





UNIFORM PATROL

The Uniform Patrol division of the Leon County Sheriff's Office consists of 88 deputy sheriffs and supervisors. Deputies are deployed to one of four fixed shifts and assigned to one of three fixed sectors, covering all of Leon County including the City of Tallahassee.

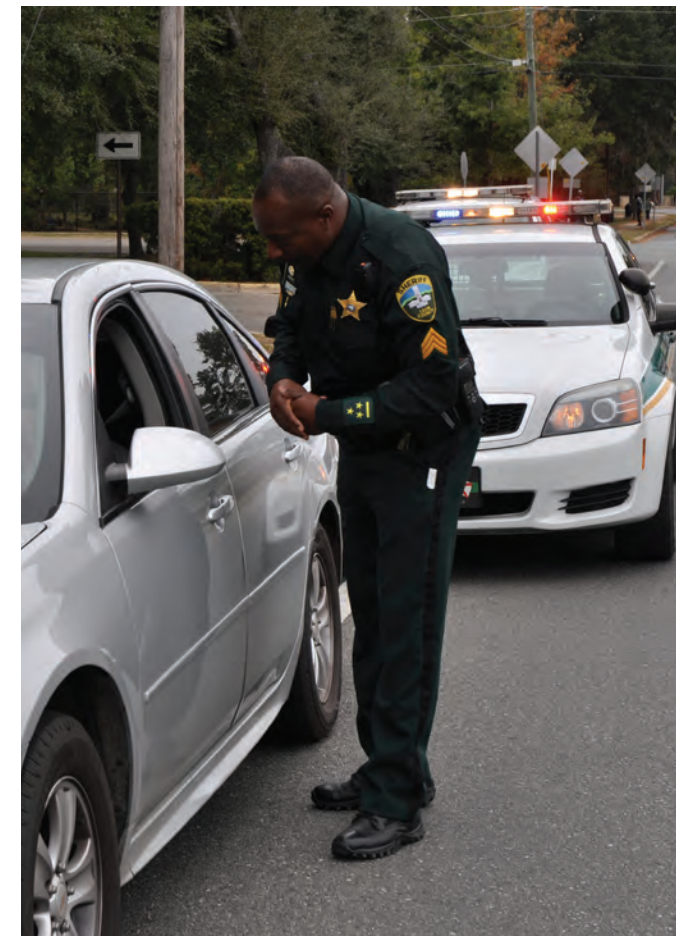
Deputies in the division actively patrol Leon County, responding to calls for service from citizens, business owners and community partners. Deputies also participate in crime prevention and detection by actively searching for suspicious persons and activity. Uniform Patrol deputies also enforce traffic laws and investigate traffic crashes. Deputies conduct initial criminal investigations and crime scene processing. Each deputy is issued a marked patrol vehicle that they take home in order to provide a law enforcement presence in neighborhood communities.

2018 Accomplishments

- Field Training Program graduated 16 new deputies (15 more in training expected to graduate in February 2019)
- Established a sixth canine team
- Certificated two new canine teams in patrol and drugs under FDLE (Florida Department of Law Enforcement) and FLECA (Florida Law Enforcement Canine Association)
- Re-certified all canine teams under FDLE guidelines
- Certified Canine Training Deputy Bragg as a FLECA certifying official
- Trained and provided deputies with Narcan
- Reserve Deputy program contributed more than 13,000 service hours
- Reserve Deputies worked approximately 50 community events
- Added four Patrol Deputy Sheriff's positions
- Conducted 18,858 business checks
- Conducted 13,247 residence checks
- Conducted 11,716 directive patrol/community policing incidents
- Traffic Unit worked approximately 50 community events
- Traffic Unit conducted 5,586 traffic stops, a 29% annual increase attributed to roadside education and enforcement
- Traffic crashes decreased by 15.9%
- S.P.I.D.E.R. stats – since the end of July
 - Served 185 warrants
 - Arrested 129 people
 - Recovered 18 stolen vehicles
 - Seized approximately 1,000 grams of illegal drugs
 - Seized 13 guns

Aviation Activity:

- Responded to more than 3,100 calls for service
- Assisted in the recovery of 60 stolen vehicles
- Increased flight hours by 5%
- Replaced two aging helicopter mission management computers and video monitors
- Identified funding for replacement of two aging helicopter camera systems, one to be installed in February.





CERTIFICATIONS

Aviation

Commercial Pilot
Instrument Pilot
Airline Transport Pilot
Flight Instructor
Unmanned Aerial System Pilot
Emergency Medical Technician
Advanced Thermographer
Airframe and Power Plant Mechanic
FAA Aircraft Inspection Authorization
Firearms Instructor
Colt Rifle Armorer
GLOCK Armorer

Patrol

General Instructor
Field Training Officer
Defensive Tactics Instructor
Firearms Instructor
Project Lifesaver
Radar
Laser
Driving Instructor
Breath Test Operator
Crisis Intervention Training
Glock Armorer
AR-15 Armorer
Drone Pilot
Hazmat
Drug Recognition Expert
Background Investigator
Taser Instructor
Precision Intervention Technique Instructor
Breath Test Operator
Below 100
SUV Instructor
Spike Strip Instructor

Standardized Field Sobriety Test
Advanced Roadside Impaired Driving Enforcement
Personal Radiation Detector
Gang Investigation Specialist

K-9

Certified canine teams in patrol and drugs under FDLE (Florida Department of Law Enforcement) and FLECA (Florida Law Enforcement Canine Association)
FLECA Certifying Official

BOMB Team

Hazmat Technicians
Bomb Technicians
Tactical Explosive Breacher

SWAT

Tactical Breacher
Less Lethal Operator
Sniper
Entry Certified

Dive Team

Underwater Police Science
Rescue Diver
Contaminated Water Diver
Overhead / Cavern Certified
Dive Medic
Boat Operator
Mixed Gas /Nitrox
Surface Supplied Diving

Traffic

Police Motorcycle
Police Motorcycle Instructor
Radar
Laser
Leica 3D Crime Scene Mapping
Basic Traffic Homicide Investigations
Advanced Traffic Homicide Investigations

Basic Roadside Field Sobriety Exercises
DUI Instructor
Traffic Crash Reconstruction
Breath Test Operator

Hostage Team

Crisis Hostage Negotiation Level I
Crisis Hostage Negotiation Level II
Crisis Intervention Training
Advanced Crisis Intervention Training
Department of Justice Advanced Hostage Negotiation Training
Advanced FBI Hostage Negotiation Training





INVESTIGATIONS

The Department of Investigations is divided into specific investigative units that support the operational first response departments of the Leon County Sheriff's Office.

The specialty areas include: Crime Scene Unit, Property Crimes, Financial Crimes, Crime Analysis and Intelligence and the Victim's Advocate Unit.

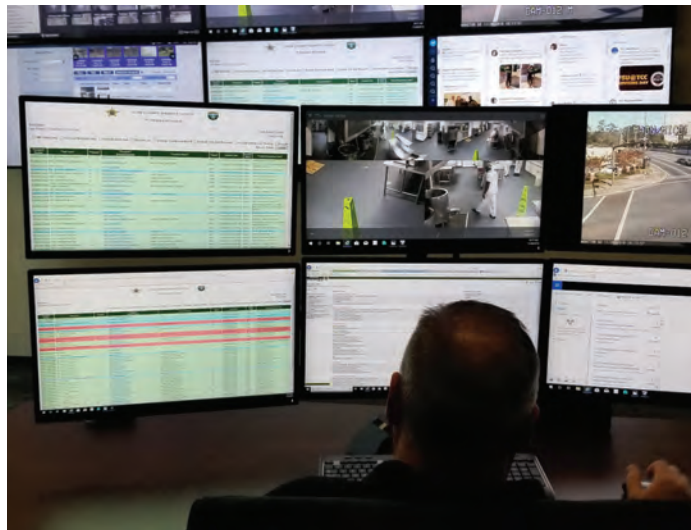
These units are staffed with approximately 66 employees who work traditional business hours each day but have a response obligation 24 hours a day, seven days a week. Our detectives are primarily engaged in the follow-up investigation of crimes reported within Leon County; however, it is not uncommon for our detectives to work joint investigations with other local, state and federal law enforcement partners.

Our Advocates, Analysts, Detectives, Technicians, and their supervisors are extremely proud of the service they provide to our community.

2018 Accomplishments

Criminal Investigations Department

- LCSO CID Lieutenants Green and Pearson graduated from FDLE Senior Leadership program
- Increased collaborative relationship with the State Attorneys Office, through training and case consultation and prosecutorial technology
- Initiated a regional law enforcement command meeting in an effort to increase collaboration, sharing of intelligence and resources
- Increased collaborative efforts with Tallahassee Police Department Supervision team by attending TPD's weekly PROACT meeting
- Chief Chris Summers was elected to his second term as the Chairmen of the Board for the Florida Smart Justice Alliance



CID Crimes and Special Victims Units

- Cleared 100% of 2018 homicides with arrests or by justified homicide per State Attorney

CID Narcotics and Organized Crimes Units

- Served a total of 66 narcotics search warrants throughout Leon County to include the City of Tallahassee
- Recognized by the US Drug Enforcement Administration (DEA) regarding assistance with a drug trafficking case
- Seized more than 9 kilos of methamphetamine as part of several on-going cases
- Embedded a Special Agent with United States Bureau of Alcohol Tobacco and Firearms (ATF) in the LCSO Narcotics and Organized Crime Unit in an effort to increase illegal firearms investigations



- Increased our referrals of chronic offenders to the United States Attorneys Office Gun Violence Reduction Initiative (GVI) resulting in 17 federal indictments.
- Renewed collaboration with the Tallahassee Police Department Narcotics Unit resulting in frequent “weed and seed” style “street level” drug sale interruption operations

Victim Advocate Unit

- The Victim Advocate Unit increased service to victims of crime by 42%
- The Victim Advocate Unit added a third advocate with the goal of increasing criminal justice services and resources to victims of crime by 50%
- The Victim Advocate Unit received training from the National Organization for Victim Assistance (NOVA) to provide crisis response to mass violence and tragedy
- VA Loris McCorvey was recognized as one of Tallahassee Community College’s Women in History Month honorees

Intelligence and Analysis:

- Officially launched LCSO’s Real Time Crime Center
- Added two additional Crime Analyst II positions
- Reclassified Uniform Crime Reporting (UCR) Specialist position to a Crime Analyst
- Implemented license plate reader technology for criminal investigations

- Increased utilization of link chart analysis as an investigative and prosecution tool, which highlights relationships between chronic repeat offenders within Leon County and surrounding jurisdictions
- Established a partnership with Ring Video to integrate and share residential video clips with vetted law enforcement information and safety messaging
- Created a weekly Statistics Tactics & Analysis Report (STAR) to increase timely data sharing with uniformed deputies and detectives
- Secured funding for an analyst position to assist the North Florida Fusion Center to be operational in 2019
- Developed in-house intelligence and analysis request tracking system
- Increased collaborative efforts of intel and

information sharing with local, state and federal partners through various meetings and initiatives such as Operation ALLin, Deputies without Borders, major collegiate athletic events and political demonstrations at the Capitol

Property and Evidence

- Received 79,659 items of evidence
- Enhanced accountability and chain of custody process by adding a second person and supervisor for evidence intake independent verification
- Implemented internal audit of all evidence to exceed the 25% required by state audit
- Four property and evidence members earned evidence handling certifications





DETENTION FACILITY

The Leon County Detention Facility provides booking and detention services for all law enforcement agencies within Leon County. The department is comprised of more than 250 sworn/certified correctional officers and civilian support members. The Unit includes Booking and Releasing, Medical, Inmate Services, Chaplaincy, Re-entry, Housing, and the Work Camp program.

2018 Accomplishments

- Received recognition as an "Excelsior" agency upon its fifth re-accreditation with no findings by the Florida Corrections Accreditation Commission
- Partnered with Corizon Health and the Apalachee Center Inc. to implement a new process allowing inmate patient access to additional mental health services prior to and upon release from the Detention Facility
- Launched a Leon County Re-Entry website which assists inmates and their families with locating medical and mental health services within the community upon release
- Updated the officer's stations within the inmate Housing Units to enhance officer safety and improve their working environment
- Constructed secure shower enclosures within the inmate confinement units, which improved officer and inmate safety
- Purchased a new modular building within the secure perimeter of the Detention Facility to provide three dedicated classrooms for female inmate programs
- Graduated two Captains from the National Jail Leadership Command Academy. These two Captains were the first members from the Leon County Sheriff's Office to attend the nationally recognized corrections leadership academy.
- Passed annual Jail and Medical Unit Model Standards audits as set forth by the Florida Sheriff's Association & the Florida Association of Counties
- Awarded a new commissary contract to Aramark, which included the implementation of a new inmate property system, expansion of products available to the inmates and their families
- Established the 2019 implementation of tablet program, allowing programming and other services to be delivered directly to the inmate, while the inmate remains in their housing unit
- Added a second Captain to the Housing Units to improve span of control and oversight of the facility's operations
- Updated/replaced fire system to improve the safety of staff, inmates and visitors to the facility
- Installed new intercom system, significantly improving facility safety and operations
- Purchased new magnetometer and a large x-ray machine to enhance security by increasing the screening of people and packages entering the facility





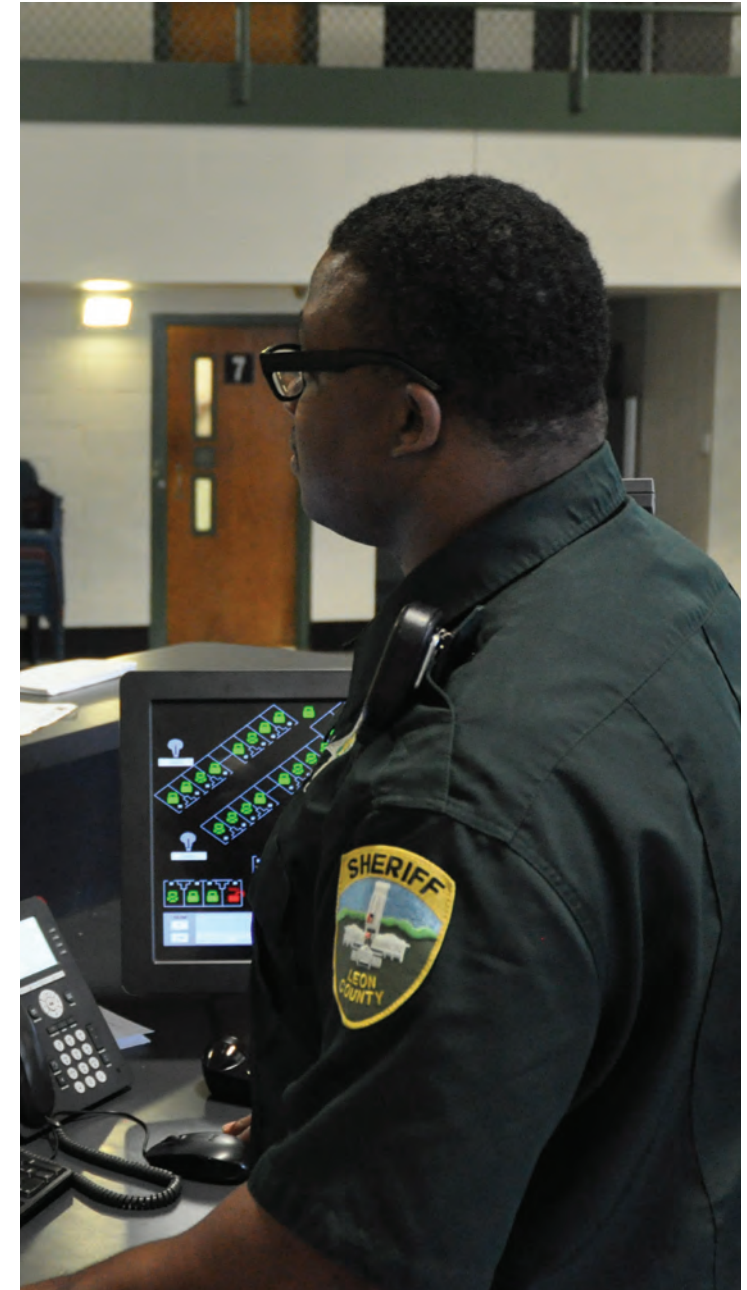
New inmate programs/classes:

- Batterer's Intervention Program
- Mental Health Awareness
- Career Source Job Club
- Men's Workplace Readiness
- Re-entry Transitional Class
- Women's Trauma Class
- Women's Self-esteem Class
- Domestic Violence Programs

Inmate events:

- Breast Cancer Awareness (approximately 48 participants)
- World Aids Day (approximately 299 participants)
- Four Re-entry Seminars (approximately 250 participants)

More than **400** inmates received Re-entry Services focused on transition back into the community.





JUDICIAL SERVICES

The Department of Judicial Services consists of the Warrants Unit, Civil Process Unit, United States Marshal's Florida Regional Fugitive Task Force, and the Bailiff/Transport Unit, under the supervision of an LCSO captain.

Process received in the Civil Unit usually has monetary fees attached, which requires additional handling and reporting to accounting. The Warrants Unit also has members who are assigned to the United States Marshals Violent Fugitive Task Force. They are responsible for the apprehension of suspects with violent felony warrants and a violent history.

The **Bailiff Unit** is responsible for providing Law Enforcement security for the Leon County Courthouse and the Courthouse Annex. This unit is comprised of 25 Deputies, three Sergeants, one Lieutenant and one civilian assistant. The Bailiff Unit screens each person and bag entering the building from two public entrances, establishes and maintains the security of all courtroom operations involving the criminal, civil and traffic courts for Leon County.

The **Prisoner Transport Unit** is responsible for the movement of inmates locally, as well as nationwide. Six employees are assigned to the Transport unit. This unit is responsible for moving all detainees from the Leon County Detention facility to and from court each day as well as transferring those in custody to the Florida Department of Corrections.

The **Warrants Unit** is responsible for serving arrest warrants and all enforceable process issued by the court. This unit is comprised of eight deputies, one sergeant and one lieutenant. This unit is responsible for the service of all enforceable court orders such as Injunctions, Writs, Levees, Risk Protection Orders

and Ex-parte orders signed by a judge. The warrants deputies are also assigned arrest warrants as they are obtained and filed with the Clerk of Court's Office. Three Warrants deputies received CIT certification in 2018.



The **Civil Unit** is responsible for serving all non-enforceable process issued by the courts. This unit is comprised of five civil clerks, two part-time civil clerks, one civilian supervisor, seven civilian Process Servers, one Sergeant and one Lieutenant. The Civil

Clerks are responsible for data mining individuals who are the subject of civil process and forwarding the information to the Warrants deputies or the Civilian Process Servers. The civilian Process Servers are assigned large quantities of civil papers such as summonses and subpoenas for service throughout Leon County.

The **Florida Regional Fugitive Task Force** is comprised of sworn law enforcement officers from several agencies including two Leon County Deputies and one Sergeant. Members of the task force are assigned to locate and apprehend violent fugitives from justice. In 2018, the Florida Regional Fugitive Task Force arrested 247 fugitives on 276 outstanding warrants, including 28 for homicide.

JUDICIAL SERVICES





YOUTH SERVICES

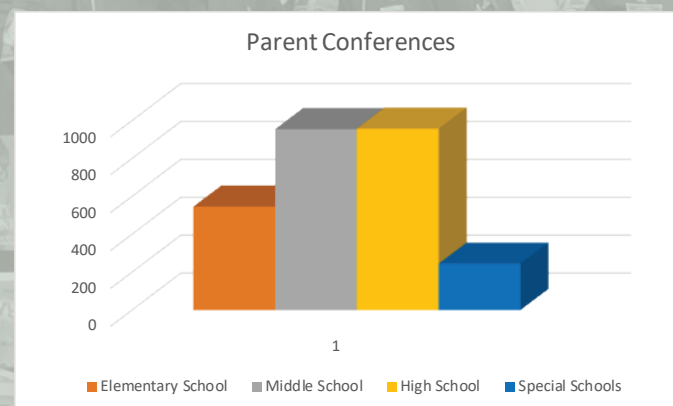
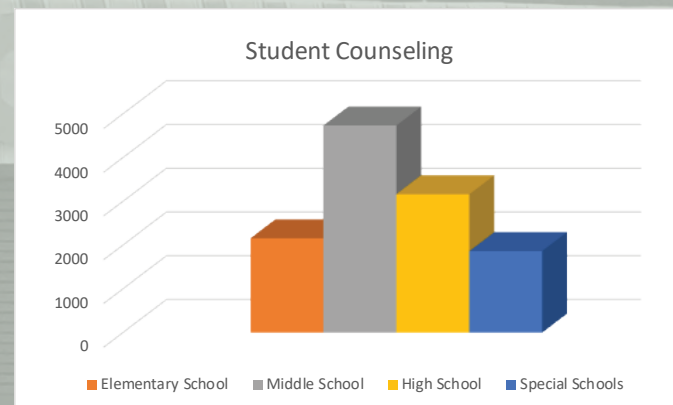
The Department of Youth Services has a total of 22 deputies assigned to the unit. School Resource Deputies (SRDs) are given primary assignments at each high school, middle school and several elementary schools.

In addition to prevention programs, deputies teach the basic understanding of the Criminal Justice System and the role of a law enforcement officer. They also take law enforcement action as required within their assigned school.

In 2018, the Department of Youth Services continued providing its signature programs and implemented new initiatives in conjunction with the Leon County Sheriff's Office ALLin Initiative.

Between January 1 and June 30, 2018, the Department of Youth Services School Resource Unit provided all 45 Leon County Schools with a resource deputy on either a full-time or part-time basis. With the implementation of the Major Stoneman Douglas Act, LCSO contracted with Leon County Schools to provide staffing for all middle and high schools, but only elementary schools in the unincorporated areas of the county. Beginning with the 2018-19 school year (August 2018), full-time deputies staffed 25 schools and are supervised by two sergeants and a lieutenant.

In addition to responding to safety concerns and complaints, SRDs offer student counseling and participate in parent conferences.



The Explorers program provides insight into the law enforcement profession, utilizing experienced deputies to train and prepare youth in law enforcement-related topics and hands-on scenario based training techniques of high risk situations. The Explorers program equips young people with the necessary skills to become responsible individuals, to make ethical choices, and to achieve their full potential. The program offers character references, role models, career development, leadership and life skills to youth.



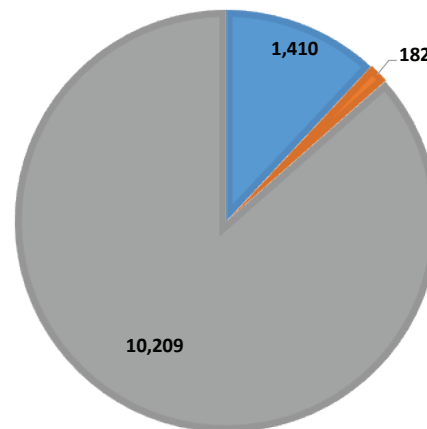


School Resource Deputies work diligently with school administrators and staff to address concerns of teachers, staff, parents and students by logging complaints, using diversion programs and although not our first course of action taken, making arrests of youth at schools.

Mental health and conducting threat assessments also became a new component of the SRD's daily duties. Making mental health referrals is more routine than in past years. Referrals via the SPIRIT Program, Civil Citation initiative and other referral types are tools to divert youth from the criminal justice system.

SCHOOL RESOURCE DEPUTY
CALLS FOR SERVICE

■ Diversion Program ■ Arrests ■ Complaints



Classes taught to students by School Resource Deputies:

- Animal Cruelty
- Assault and Battery
- Baby Sitting Tips
- Banking Responsibilities
- Be Brave (Better Education by Reporting)
- Bicycle Safety
- Bill of Rights
- Blaming Others
- Burglary and Trespassing
- Child Abuse
- Computer Crimes
- Concepts of Law
- Coping with Anger
- Crime Prevention
- Drugs (prescription & non-prescription)
- DUI
- Emergency Reactions
- Grand Theft and Petit Theft
- Internet Safety
- Introduction to your School Resource Deputy
- Peer Pressure
- Police History
- Respect
- Robbery
- School Resource Officer Program
- Search and Seizure
- Shoplifting
- Fourth Amendment
- Tobacco and Alcohol
- Traffic Laws





COMMUNITY & MEDIA RELATIONS

The Leon County Sheriff's Office Community and Media Relations Unit is comprised of sworn and civilian employees. These positions include Executive Director, Public Information Officer, one Sergeant, two sworn Crime Prevention Practitioners and a Media Specialist.

The CMRU disseminates public safety and crime prevention information, plans and promotes community initiatives, as well as establishes and maintains community partnerships. LCSO Community Relations deputies are designated "Florida Crime Prevention Practitioners" and maintain current Instructor Certification status.

The Leon County Sheriff's Office Community Relations Unit offers various programs for personal and commercial safety. The presentations are a free, community service, available upon request to all Leon County residents and business owners.

- Personal Safety
- Residential Security Survey
- Commercial Security Survey
- Workplace Violence
- House of Worship Awareness Program
- Child Safety Programs
- Neighborhood Crime Watch
- Active Shooter



In 2018, the CMRU won the Florida Public Relations Association's statewide Community Relations Golden Image Award and Judge's Choice Award for the Patrol Stroll: ALLin for a Cure fundraising event.

2018 Accomplishments

- Florida Public Relations Association's statewide 2018 Community Relations Award Winner
- Fastest growing social media in local law enforcement
- Top local fundraiser for Making Strides Against Breast Cancer
- 100% of financial crime suspects posted to social media identified and/or arrested
- Wanted Wednesdays report resulted in 80% solve rate
- Launched A Talk with Walt Facebook Live show



COMMUNITY & MEDIA RELATIONS



Community Events

Farm Share Distribution: quarterly events, feeding hundreds of local families

Sausage with the Sheriff: meet and greet at Bradley's Country Store

Patrol Stroll: All in for a Cure: law enforcement fashion show, leading to LCSO becoming top local fundraiser for the American Cancer Society's Making Strides Against Breast Cancer Campaign for 2nd consecutive year



Coffee with a Cop: two meet and greet events at local coffee shops

Wings with Deputies: meet and greet at Salty Dawg bar and grille

First Responders Luncheon: appreciation luncheon for all local first responders

Franklin County Donation Drive: collecting and delivered items after devastating wildfire

Hispanic Resource Festival: inaugural event offering resources and entertainment for the local Hispanic community

Reality Check: two day program for at risk youth

Shred It Day: free document shredding to help prevent fraud

Hope Community Easter: spreading holiday cheer to homeless families in transition

Hope Community Back to School Celebration: activities and snow cones with children



Jump with Deputies: community fun with deputies at Sky Zone trampoline park

Maddio's Share Night, benefiting American Cancer Society

Hurricane Michael Supply Drive: collecting and delivering donations for hurricane victims

98% increase in followers



@leonflso



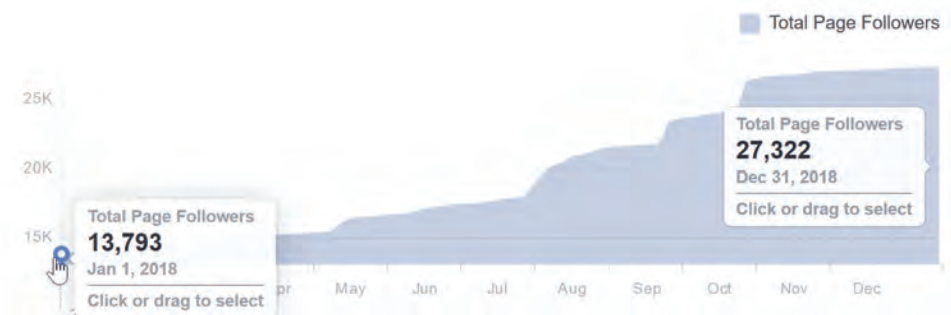
@leonsheriff



@leoncosheriff



Social Media Growth:





ALLin INITIATIVE

The Leon County Sheriff's Office adopted "ALLin" as its affirmation under Sheriff McNeil's Administration. It's a strategic and intentional commitment to community and law enforcement partnerships, "working together to make Leon County a safer place to live, work and play." "ALLin" is the defining language of the Leon County Sheriff's Office, and is at the forefront of the agency's initiatives and strategic planning.

LCSO Advisory Council

Sheriff McNeil's Advisory Council meets once a month to provide valuable feedback on LCSO initiatives and proposed program implementations. The 19 member group consists of business leaders, educators, law enforcement watchdogs, pastors and other community members.

Deputies Without Borders

Deputies without Borders is a deliberate collaboration between surrounding law enforcement agencies. LCSO is teaming up with the Florida Highway Patrol and sheriff's offices in counties including Wakulla, Gadsden, Jefferson and Liberty for direct operations to tackle crime issues. In 2018, much of Leon County's effort focused on partnerships with Wakulla and Liberty counties, including drug seizures, felony and misdemeanor warrant arrests, as well as the recovery of stolen vehicles.

Operation "ALLin"

"Operation ALLin" is an LCSO initiative, utilizing a partnership with the Florida Highway Patrol to increase the presence of law enforcement on the streets of Leon County.

The operation focused on aggressively targeting stolen vehicles, the transportation of illegal contraband, the possession of illegal weapons and the apprehension of fugitives from justice.

"Operation ALLin" was divided into four phases between November 2017 and February 2018 and accounted for thousands of hours of work. More than **\$900,000** in assets were seized from criminals. Troopers seized **48** pounds of marijuana, **2.4** pounds of cocaine and nearly **1000** grams of other illegal drugs with a street value of over \$500,000. FHP also recovered **15** illegal firearms, one stolen vehicle and a large amount of contraband used for credit card fraud and identity theft.

S.P.I.D.E.R. Unit

In 2017, Sheriff McNeil created a new, investigative unit of LCSO deputies who constantly evolve their mission to target crime. SPIDER or Special Projects Investigations Detection Enforcement Response took a brief hiatus during the first half of 2018 to assist with Patrol efforts. Since July, 2018 SPIDER has made **129** arrests, recovered **18** stolen vehicles and seized **13** firearms.

Detention Facility

The Leon County Detention Facility is laser focused on initiatives to help those who have paid their debt to society, get a fresh start. LCSO's Detention Facility hosts quarterly re-entry fairs on-site, with nearly 30 community partners, to help soon-to-be released inmates successfully navigate back into society. The Detention Facility has also partnered with the Apalachee Center to offer more mental health resources to inmates.





2,181

Outside Agency Assists

4,266

Crime Prevention
Events

393

Aircraft Operations



51,634

Community Policing
Reports

11

Dive Operations

2018 Calls for Service



COMMUNITY OUTREACH



COMMUNITY OUTREACH





AGENCY STEP PLAN

Law Enforcement STEP Plan

Deputy		Sergeants		Lieutenant	
Range		Range		Range	
\$43,228 - \$77,500		\$65,500 - \$84,000		\$77,000 - \$96,000	
STEPS	Annual Increase	STEPS	Annual Increase	STEPS	Annual Increase
Probation	1st Year	Promotion	6% or \$65,500 Greater of the two	Promotion	7.00%
STEPS 1 - 12	3.50%	STEPS 1 - 5	3.00%	STEPS 1 - 4	3.00%
STEPS 13 - 20	1.50%	STEPS 6 - 10	1.50%	STEPS 5 - 8	1.50%
STEPS 21 - Ret	0.50%	STEPS 11 - Ret	0.50%	STEPS 9 - Ret	0.50%
		Captain		Chiefs	
		Range		Range	
		\$95,000 - \$110,000		Starting salary set by Sheriff and ceiling is 15% less than Sheriff salary	
STEPS	Annual Increase	STEPS	Annual Increase	STEPS	Annual Increase
Promotion	5% or \$95,000 Greater of the two	Promotion	5% or \$95,000 Greater of the two	STEPS	3% until max
STEPS	3% until max	STEPS	3% until max		

Corrections STEP Plan

Corrections Officer		Sergeants		Lieutenant	
Range		Range		Range	
\$37,612 - \$72,000		\$59,000 - \$77,500		\$69,500 - \$87,000	
STEPS	Annual Increase	STEPS	Annual Increase	STEPS	Annual Increase
Probation	1st Year	Promotion	6% or \$59,000 Greater of the two	Promotion	7.00%
STEPS 1 - 15	3.50%	STEPS 1 - 5	3.00%	STEPS 1 - 4	3.00%
STEPS 16-20	1.50%	STEPS 6 - 10	1.50%	STEPS 5 - 8	1.50%
STEPS 21 - Ret	0.50%	STEPS 11 - Ret	0.50%	STEPS 9 - Ret	0.50%
		Major		Chiefs	
		Range		Range	
		\$100,000 - \$115,000		Starting salary set by Sheriff and ceiling is 15% less than Sheriff salary	
STEPS	Annual Increase	STEPS	Annual Increase	STEPS	Annual Increase
Promotion	5% or \$87,500 Greater of the two	Promotion	5% or \$87,500 Greater of the two	STEPS	3% until max
STEPS	3% until max	STEPS	3% until max		

FLORIDA STATUTE 30.49 SHERIFF'S BUDGET



Florida Statutes – 2018

30.49 Budgets.— (1) Pursuant to s. 129.03(2), each sheriff shall annually prepare and submit to the board of county commissioners a proposed budget for carrying out the powers, duties, and operations of the office for the next fiscal year. The fiscal year of the sheriff commences on October 1 and ends September 30 of each year.

(2)(a) The proposed budget must show the estimated amounts of all proposed expenditures for operating and equipping the sheriff's office and jail, excluding the cost of construction, repair, or capital improvement of county buildings during the fiscal year. The expenditures must be categorized at the appropriate fund level in accordance with the following functional categories:

1. General law enforcement. 2. Corrections and detention alternative facilities. 3. Court services, excluding service of process.

(b) The sheriff shall submit a sworn certificate along with the proposed budget stating that the proposed expenditures are reasonable and necessary for the proper and efficient operation of the office for the next fiscal year. (c) Within the appropriate fund and functional category, expenditures must be itemized in accordance with the uniform accounting system prescribed by the Department of Financial Services, as follows:

1. Personnel services 2. Operating expenses 3. Capital outlay 4. Debt service 5. Grants and aids 6. Other uses (d) The sheriff shall submit to the board of county commissioners for consideration and inclusion in the county budget, as deemed appropriate by the county, requests for construction, repair, or capital improvement of county buildings operated or occupied by the sheriff.

(3) The sheriff shall furnish to the board of county commissioners or the budget commission, if there is a budget commission in the county, all relevant and pertinent information concerning expenditures made in previous fiscal years and proposed expenditures which the board or commission deems necessary, including expenditures at the sub-object code level in accordance with the uniform accounting system prescribed by the Department of Financial Services. The board or commission may not amend, modify, increase, or reduce any expenditure at the sub-object code level. The board or commission may not require confidential information concerning details of investigations which is exempt from s. 119.07(1).

(4) The board of county commissioners or the budget commission, as appropriate, may require the sheriff to correct mathematical, mechanical, factual, and clerical errors and errors as to form in the proposed budget. At the hearings held pursuant to s. 200.065, the board or commission may amend, modify, increase, or reduce any or all items of expenditure in the proposed budget, as certified by the sheriff pursuant to paragraphs (2)(a)-(c), and shall approve such budget, as amended, modified, increased, or reduced. The board or commission must give written notice of its action to the sheriff and specify in such notice the specific items amended, modified, increased, or reduced. The budget must include the salaries and expenses of the sheriff's office, cost of operation of the county jail, purchase, maintenance and operation of equipment, including patrol cars, radio systems, transporting prisoners, court duties, and all other salaries, expenses, equipment, and investigation expenditures of the entire sheriff's office for the previous year.

(a) The sheriff, within 30 days after receiving written notice of such action by the board or commission, in person or in his or her office, may file an appeal by petition to the Administration Commission. The petition must set forth the budget proposed by the sheriff, in the form and manner prescribed by the Executive Office of the Governor and approved by the Administration Commission, and the budget as approved by the board of county commissioners or the budget commission and shall contain the reasons or grounds for the appeal. Such petition shall be filed with the Executive Office of the Governor, and a copy served upon the board or commission from the decision of which appeal is taken by delivering the same to the chair or president thereof or to the clerk of the circuit court. (b) The board or commission shall have 5 days following delivery of a copy of such petition to file a reply with the Executive Office of the Governor, and shall deliver a copy of such reply to the sheriff.

(5) Upon receipt of the petition, the Executive Office of the Governor shall provide for a budget hearing at which the matters presented in the petition and the reply shall be considered. A report of the findings and recommendations of the Executive Office of the Governor thereon shall be promptly submitted to the Administration Commission, which, within 30 days, shall either approve the action of the board or commission as to each separate item, or approve the budget as proposed by the sheriff as to each separate item, or amend or modify the budget as to each separate item within the limits of the proposed board of expenditures and the expenditures as approved by the board of county commissioners or the budget commission, as the case may be. The budget as approved, amended, or modified by the Administration Commission shall be final.

(6) The board of county commissioners and the budget commission, if there is a budget commission within the county, shall include in the county budget the items of proposed expenditures as set forth in the budget required by this section to be submitted, after the budget has been reviewed and approved as provided herein; and the board or commission, as the case may be, shall include the reserve for contingencies provided herein for each budget of the sheriff in the reserve for contingencies in the budget of the appropriate county fund.

(7) The reserve for contingencies in the budget of a sheriff shall be governed by the same provisions governing the amount and use of the reserve for contingencies appropriated in the county budget, except that the reserve for contingency in the budget of the sheriff shall be appropriated upon written request of the sheriff.

(8) The items placed in the budget of the board of county commissioners pursuant to this law shall be subject to the same provisions of law as the county annual budget; except that no amendments may be made to the appropriations for the sheriff's office except as requested by the sheriff.

(9) The proposed expenditures in the budget shall be submitted to the board of county commissioners or budget commission, if there is a budget commission within the county, by June 1 each year; and the budget shall be included by the board or commission, as the case may be, in the budget of either the general fund or the fine and forfeiture fund, or in part of each.

(10) If in the judgment of the sheriff an emergency should arise by reason of which the sheriff would be unable to perform his or her duties without the expenditure of larger amounts than those provided in the budget, he or she may apply to the board of county commissioners for the appropriation of additional amounts. If the board of county commissioners approves the sheriff's request, no further action is required on either party. If the board of county commissioners disapproves a portion or all of the sheriff's request, the sheriff may apply to the Administration Commission for the appropriation of additional amounts. The sheriff shall at the same time deliver a copy of the application to the Administration Commission, the board of county commissioners, and the budget commission, if there is a budget commission within the county. The Administration Commission may require a budget hearing on the application, after due notice to the sheriff and to the boards, and may grant or deny an increase or increases in the appropriations for the sheriff's offices. If any increase is granted, the board of county commissioners, and the budget commission, if there is a budget commission in the county, shall amend accordingly the budget of the appropriate county fund or funds. Such budget shall be brought into balance, if possible, by application of excess receipts in such county fund or funds. If such excess receipts are not available in sufficient amount, the county fund budget or budgets shall be brought into balance by adding an item of "Vouchers unpaid" in the appropriate amount to the receipts side of the budget, and provision for paying such vouchers shall be made in the budget of the county fund for the next fiscal year.

(11) Notwithstanding any provision of law to the contrary, a sheriff may include a clothing and maintenance allowance for plainclothes deputies within his or her budget. History.—s. 3, ch. 57-368; ss. 3, 4, ch. 59-216; ss. 12, 28, 35, ch. 69-106; s. 7, ch. 71-355; s. 7, ch. 73-349; s. 1, ch. 74-103; s. 17, ch. 77-104; s. 85, ch. 79-190; s. 28, ch. 81-259; s. 1, ch. 82-33; s. 12, ch. 82-154; s. 1, ch. 83-204; s. 35, ch. 84-254; s. 9, ch. 90-360; s. 188, ch. 95-147; s. 1, ch. 95-169; s. 12, ch. 96-406; s. 22, ch. 97-96; s. 2, ch. 2002-193; s. 91, ch. 2003-261; s. 2, ch. 2011-144.

