Hernando County Sheriff's Office



Proposed
Annual Budget
Fiscal Year 2016 - 2017



Hernando County Sheriff's Office

May 31, 2016

Honorable Chairman and Board Members Hernando County Board of County Commissioners 20 North Main Street, Room 460 Brooksville, FL 34601

Dear Chairman and Commissioners:

Please find enclosed my budget request for Fiscal Year 2016-2017, submitted in compliance with Florida Statute 30.49. These proposed expenditures are reasonable and necessary for the proper and efficient operation of the office for the next fiscal year.

As we have repeatedly demonstrated over the last several years, the Sheriff's Office is committed to providing the citizens of Hernando County with the most effective and efficient law enforcement, detention, court, emergency management, animal enforcement, and 9-1-1 emergency and non-emergency services possible. This budget continues to reinforce that commitment and, as always, emphasizes cost-saving measures, efficient services, and retention of our trained, experienced, and dedicated sworn and civilian law enforcement professionals. As an example of these commitments, I am proud to share some of our many notable accomplishments this year:

- · Since agreeing to take responsibility for the County's jail several years ago, the Sheriff's Office has dramatically improved the jail's condition and cost-effective operation. One example is our agreement with the U.S. Marshals Service to temporarily house Federal detainees at the Hernando County Detention Center. I am excited to report that this year that agreement will generate the most revenue ever, providing substantial funds to further reduce taxpayer burden.
- Inmate labor continues to save the County and our citizens substantial tax dollars. Qualified jail inmates provide skilled and unskilled labor that assists a variety of County departments and community organizations. This year inmates built a new hydroponics farm, rehabbed housing units at the jail, and expanded workspace in the forensics lab, among many Sheriff's Office projects. Community projects during the past year include rehabbing the classroom and landscaping at Chinsegut Hill; assistance at the Hernando County Fair, the Blueberry Festival, and the Brooksville Christmas parade; and cleaning and transporting voting booths for the Supervisor of Elections. So far this fiscal year, inmates have provided some 84,000 hours of labor, worth over \$800,000 to taxpayers.

These examples illustrate just a few of our efforts on behalf of taxpayers and my commitment to truly "reasonable and necessary" budgets. I will continue to stress a fiscally-conservative approach and will ensure we get the absolute most from every current resource. From time to time, however, in order to ensure the most effective law enforcement to our citizens, it is necessary to add resources. Therefore, this year's budget includes some additional positions in key areas to allow the Sheriff's Office to keep pace with the county's growth and emerging crime and public service challenges. These current needs include:

- An additional Major Case Detective to assist in monitoring sex offenders and predators and the investigation and arrest of violators;
- An additional K-9 Deputy to provide more shift and area coverage of this important tool that helps apprehend criminals and locate those in jeopardy;
- An additional Mental Health Worker for the jail to address the growing percentage of inmates with mental health issues, providing enhanced care and saving costs for external intervention;
- An additional Animal Enforcement Officer to assist with the growing number of animal-related complaints, improve response times for citizens, and allow deputies to focus on criminal activity; and,
- Six Public Service Technician positions. This will formalize the successful pilot program whereby lower-cost civilians provide quicker response times and relieve deputies from calls not requiring arrest authority. These positions will also provide a proven path for qualified individuals interested in pursuing a career as a deputy sheriff, further aiding staffing.

Additional planned personnel changes will enhance internal processes and, in some cases, actually save money when compared to current contractual staffing and external services. There is also an increased line item for capital purchases. The Sheriff's Office has done without an adequate capital budget for several years and has been forced to stretch existing operating funds to meet capital needs. It is important to re-establish an adequate capital fund to ensure the dedicated men and women of the Sheriff's Office have the equipment necessary for effective, modern law enforcement service to our mutual constituents.

As I pointed out last year, there is also the need to hold on to our experienced and well-trained employees. While our efforts over the past three years moved us toward correcting the problem of pay compression caused by several years of total wage freezes, this problem remains. In light of significant increases in retirement contribution rates last year, I did not seek the additional funding necessary for this fix. I now ask for the Board's support in eliminating this issue for Hernando County Sheriff's Office employees.

I feel an obligation to seek the resources necessary to enable the Sheriff's Office to continue meeting the needs and expectations of our citizens, even while ensuring such change is accomplished in a fiscally-responsible manner. Fortunately, it appears that the county's economic recovery continues and projections continue to show the increasing revenue necessary to fund Sheriff's Office needs while still

adequately funding other County operations. Therefore, as a result of my commitment to lean, efficient management and the needs identified for next fiscal year, it seems reasonable to anticipate success in securing support for these identified needs.

Although we were unable to implement a proposed Percentage Based Budgeting model this year here in Hernando County, my team and I look forward to working with your Office of Management and Budget (OMB) to examine the revenue numbers. During this collaborative period, we hope that we can take this year's data and perform a scenario analysis to determine the impact the model would have had on the budgeting process. I also hope that, if we find my budget to be below these historical averages, once grants are removed, we could discuss what might become of the difference. My conservative nature would, at least initially, lean toward some reserve-shielding mechanism. I think this is a prudent course of action to ensure, going forward, that both Hernando County Government operations and the Sheriff's Office are able to protect the resources that are absolutely necessary to perform their respective missions. This proposal should also strengthen the checks and balances, the transparency and the separation of powers that are already in place. We can, of course, discuss this in greater detail as the budget process evolves.

I truly appreciate a positive working relationship between the Board of County Commissioners and the Constitutional Officers, and it is clear our citizens value it as well. As we move forward on projects and initiatives of mutual benefit, I hope that relationship can deepen and result in even more positive outcomes for our citizens.

My staff and I are always available to discuss these issues in more detail. I thank you in advance for your support.

Respectfully,

Al Nienhuis

Sheriff

HERNANDO COUNTY SHERIFF'S OFFICE BUDGET CERTIFICATION ANNUAL BUDGET 2016-2017

To: Board of County Commissioners Hernando County, Florida

I hereby submit to you the following proposed budget for the operation of the Hernando County Sheriff's Office for the fiscal year beginning October 1, 2016 and ending September 30, 2017.

	Law	Enforcement	Detention	Emergency lanagement	 Courthouse	То	tal Function
Personal Services	\$	27,602,968	\$ 10,298,088	\$ 318,832	\$ 1,001,291	\$	39,221,179
Operating Expenditures		3,864,381	2,018,815	52,410	272,720		6,208,326
Capital Outlay		506,500	8,500	•	_		515,000
Debt Service			-	-	-		-
Reserve		-	-	-	-		-
Totals	\$	31,973,849	\$ 12,325,403	\$ 371,242	\$ 1,274,011	\$	45,944,505

I further certify that these proposed expenditures are reasonable and necessary for the proper and efficient operation of the Hernando County Sheriff's Office for the ensuing year.

Al Nienhuis

Sheriff of Hernando County

STATE OF FLORIDA HERNANDO COUNTY

The foregoing instrument was acknowledged before me this 31^{s+} day of 409 2016, by Al Nienhuis who is personally known to me and who did take an oath.

(Signature of Notary)

JOAN D. PAYN

(Printed Name of Notary)

JOAN D. PAYNE
Commission # FF 179867
Expires February 14, 2019
Bonded Thru Troy Fain Insurance 200-385-7019

(Title and Stamp)

Hernando County Sheriff's Office General Fund Support Fiscal Year 2016 - 2017

Budgeted Expenditures		Approved Budget FY2015		Approved Budget FY2016		Proposed Budget FY2017		FY2017 o FY2016 Difference	% Change
Law Enforcement	\$	29,754,239	\$	30,686,326	\$	31,973,849	\$	1,287,523	4.20%
Detention Division		11,379,923		11,959,785		12,325,403	\$	365,618	3.06%
Emergency Management		336,770		346,651		371,242	\$	24,591	7.09%
Courthouse Security		1,212,367		1,206,319		1,274,011	\$	67,692	5.61%
	•	10.000.000						. = . =	
Total Budgeted Expenditures	\$	42,683,299	\$	44,199,081	\$	45,944,505	\$	1,745,424	3.95%
Budgeted Contract Revenues	\$	1,344,007	\$	1,280,835	\$	1,311,723	\$	30,888	2.41%
General Fund Support	\$	41,339,292	\$	42,918,246	\$	44,632,782	\$	1,714,536	3.99%

Hernando County Sheriff's Office Revenue Fiscal Year 2016 - 2017

Contract Revenue	Approved Budget FY2016	Proposed Budget FY2017
School Resource Officer Reimbursement - School Board School Crossing Guards Emergency Dispatching Fees Inmate Work Squad - Dept of Public Works	\$ 568,000 152,357 499,573 60,905	\$ 585,040 163,160 499,573 63,950
Revenues reducing the Net General Fund Support	\$ 1,280,835	\$ 1,311,723
Other Revenue		
Interest Income Miscellaneous Revenue	22,500 72,750	20,000 62,700
Federal Inmate Housing Inmate Medical Reimbursements Inmate Social Security Inmate Processing Fees Inmate Subsistence Fees	200,000 30,000 25,000 49,000 175,000	200,000 30,000 25,000 50,000 175,000
Other Revenue to be returned to BCC	\$ 574,250	\$ 562,700
Total - Revenue collected by HCSO	\$ 1,855,085	\$ 1,874,423
Civil Fees collected by BCC	\$ 130,000	\$ 130,000
Total - Revenue Law Enforcement and Detention	\$ 1,985,085	\$ 2,004,423

Hernando County Sheriff's Office Approved Budgeted Expenditures Fiscal Year 2016 - 2017

	Law Enforcement	Detention Division	Emergency Management	Courthouse Security	Total Expenditures	
Personal Services		211101011		0000		
Wages - Executive	\$ 140,786	\$ -	\$ -	\$ -	\$ 140,786	
Wages - Sworn and Civilian	18,207,941	6,981,358	233,520	642,761	26,065,580	
Wages - Part Time	371,500	5,000	-	50,000	426,500	
Wages - Overtime	358,800	55,800	2,000	7,500	424,100	
Wages - Incentive	104,420	34,880	-	8,040	147,340	
Benefits - FICA Taxes	1,424,805	526,099	16,847	51,920	2,019,671	
Benefits - Retirement	3,320,029	1,266,080	27,712	120,253	4,734,074	
Benefits - Insurance	2,825,430	1,085,250	36,051	80,984	4,027,715	
Benefits - Workman's Compensation	849,257	343,621	2,702	39,833	1,235,413	
Benefits - Unemployment	<u> </u>	<u>-</u>	-	-		
Subtotal - Personal Services	27,602,968	10,298,088	318,832	1,001,291	39,221,179	
Operating Expenditures						
Professional Services	22,600	-	500	-	23,100	
Contracted Services	55,250	175,540	2,205	236,000	468,995	
Investigations	98,400	-	-	-	98,400	
Travel and Per Diem	34,105	41,550	1,150	1,100	77,905	
Communications Services	218,683	12,500	5,965	2,000	239,148	
Utilities	213,924	363,850	-	-	577,774	
Rental and Leases	29,830	-	500	-	30,330	
Insurance	648,950	137,500	6,700	14,000	807,150	
Repair and Maintenance	464,673	20,800	1,950	2,870	490,293	
Printing and Binding	16,877	900	6,000	50	23,827	
Maintenance Agreements	476,615	60,160	17,330	-	554,105	
Office Supplies	30,595	14,375	275	500	45,745	
Operating Supplies	1,421,234	1,151,690	5,900	14,700	2,593,524	
Fees and Licenses	14,625	-	-	-	14,625	
Books, Dues and Training	118,020	39,950	3,935	1,500	163,405	
Subtotal - Operating Expenditures	3,864,381	2,018,815	52,410	272,720	6,208,326	
Capital Outlay	506,500	8,500	-	-	515,000	
Total - Expenditures	\$ 31,973,849	\$ 12,325,403	\$ 371,242	\$ 1,274,011	\$ 45,944,505	

Hernando County Sheriff's Office Law Enforcement - Expenditure Summary Fiscal Year 2016 - 2017

	Actual Expenditures FY2015	Approved Budget FY2016	Proposed Budget FY2017	FY2017 to FY2016 Difference
Personal Services				
Wages - Executive	\$ 136,467	\$ 136,744	\$ 140,786	\$ 4,042
Wages - Sworn and Civilian	16,569,209	17,764,423	18,207,941	443,518
Wages - Part Time	347,916	360,400	371,500	11,100
Wages - Overtime	215,039	358,200	358,800	600
Wages - Incentive	106,214	105,740	104,420	(1,320)
Benefits - FICA Taxes	1,246,163	1,378,673	1,424,805	46,132
Benefits - Retirement	2,763,235	3,272,342	3,320,029	47,687
Benefits - Insurance	3,118,500	2,759,400	2,825,430	66,030
Benefits - Workman's Compensation	650,300	836,431	849,257	12,826
Benefits - Unemployment	5,155	-	, <u>-</u>	´-
Subtotal - Personal Services	25,158,198	26,972,353	27,602,968	630,615
Operating Expenditures				
Professional Services	36,988	33,600	22,600	(11,000)
Contracted Services	188,012	71,475	55,250	(16,225)
Investigations	46,234	105,000	98,400	(6,600)
Travel, Per Diem & Prisoner Transport	64,817	9,900	34,105	24,205
Communications Services	191,892	200,655	218,683	18,028
Utilities	217,678	223,600	213,924	(9,676)
Rental and Leases	64,867	18,780	29,830	11,050
Insurance	518,506	651,750	648,950	(2,800)
Repair and Maintenance	457,615	443,650	464,673	21,023
Printing and Binding	15,646	18,600	16,877	(1,723)
Maintenance Agreements	296,686	279,375	476,615	197,240
Office Supplies	31,367	31,350	30,595	(755)
Operating Supplies	1,227,395	1,386,088	1,421,234	35,146
Fees and Licenses	7,750	17,175	14,625	(2,550)
Books, Dues and Training	135,632	47,975	118,020	70,045
Subtotal - Operating Expenditures	3,501,084	3,538,973	3,864,381	325,408
Capital Outlay	680,211	175,000	506,500	331,500
<u>Total - Expenditures</u>	\$ 29,339,493	\$ 30,686,326	\$ 31,973,849	\$ 1,287,523

Hernando County Sheriff's Office Detention Division - Expenditure Summary Fiscal Year 2016 - 2017

	Ex	Actual spenditures FY2015	Approved Budget FY2016	Proposed Budget FY2017		FY2017 to FY2016 Difference
Personal Services						_
Wages - Sworn and Civilian	\$	6,152,861	\$ 6,797,340	\$	6,981,358	\$ 184,018
Wages - Part Time		2,437	3,000		5,000	2,000
Wages - Overtime		73,473	52,600		55,800	3,200
Wages - Incentive		34,215	34,280		34,880	600
Benefits - FICA Taxes		464,322	512,991		526,099	13,108
Benefits - Retirement		1,050,926	1,230,050		1,266,080	36,030
Benefits - Insurance		1,003,729	1,090,909		1,085,250	(5,659)
Benefits - Workman's Compensation		300,265	338,170		343,621	5,451
Benefits - Unemployment		-	-		-	
Subtotal - Personal Services		9,082,228	10,059,340		10,298,088	238,748
Operating Expenditures						
Contracted Services		303,987	167,900		175,540	7,640
Travel, Per Diem & Prisoner Transport		39,664	35,000		41,550	6,550
Communications Services		9,022	11,520		12,500	980
Utilities		329,975	333,850		363,850	30,000
Insurance		114,730	126,800		137,500	10,700
Repair and Maintenance		22,073	19,400		20,800	1,400
Printing and Binding		403	900		900	-
Maintenance Agreements		56,422	74,500		60,160	(14,340)
Office Supplies		14,765	13,375		14,375	1,000
Operating Supplies		1,096,664	1,104,300		1,151,690	47,390
Books, Dues and Training		23,627	12,900		39,950	27,050
Subtotal - Operating Expenditures		2,011,332	1,900,445		2,018,815	118,370
Capital Outlay		9,574	-		8,500	8,500
Total - Expenditures	\$	11,103,134	\$ 11,959,785	\$	12,325,403	\$ 365,618

Hernando County Sheriff's Office Emergency Management - Expenditure Summary Fiscal Year 2016 - 2017

	Actual Approved Expenditures Budget FY2015 FY2016			Proposed Budget FY2017	to F	2017 /2016 rence
Personal Services						
Wages - Sworn and Civilian	\$ 198,351	\$ 215,	568 \$	233,520	\$ 1	17,952
Wages - Part Time	-		-	-		-
Wages - Overtime	153	3 2,	000	2,000		-
Wages - Incentive	-		-	-		-
Benefits - FICA Taxes	14,266	5 15,	177	16,847		1,670
Benefits - Retirement	24,162	2 26,	225	27,712		1,487
Benefits - Insurance	31,664	41,	034	36,051		(4,983)
Benefits - Workman's Compensation	2,324	2,	468	2,702		234
Benefits - Unemployment			-	-		-
Subtotal - Personal Services	270,920	302,	472	318,832	1	16,360
Operating Expenditures						
Professional Services	4,056	5 1,	000	500		(500)
Contracted Services	2,205	5 2,	200	2,205		5
Travel and Per Diem	842	<u>)</u>	650	1,150		500
Communications Services	3,144	ļ 5,	954	5,965		11
Rental and Leases	-		500	500		-
Insurance	4,338	5,	565	6,700		1,135
Repair and Maintenance	2,971	1,	950	1,950		-
Printing and Binding	5,823		800	6,000		200
Maintenance Agreements	14,036	3 13,	400	17,330		3,930
Office Supplies	514	ļ	275	275		-
Operating Supplies	12,815	6,	050	5,900		(150)
Books, Dues and Training	1,382	2	835	3,935		3,100
Subtotal - Operating Expenditures	52,126	5 44,	179	52,410		8,231
Capital Outlay	-		-	-		-
Total - Expenditures	\$ 323,046	s \$ 346,	651 \$	371,242	\$ 2	24,591

Hernando County Sheriff's Office Courthouse Security - Expenditure Summary Fiscal Year 2016 - 2017

	Actual penditures FY2015	Approved Budget FY2016		Proposed Budget FY2017		FY2017 to FY2016 Difference	
Personal Services							
Wages - Sworn and Civilian	\$ 544,876	\$	595,621	\$	642,761	\$	47,140
Wages - Part Time	51,510		50,000		50,000		-
Wages - Overtime	333		10,000		7,500		(2,500)
Wages - Incentive	7,549		7,040		8,040		1,000
Benefits - FICA Taxes	44,507		49,177		51,920		2,743
Benefits - Retirement	102,691		120,637		120,253		(384)
Benefits - Insurance	72,186		73,518		80,984		7,466
Benefits - Workman's Compensation	35,039		38,526		39,833		1,307
Benefits - Unemployment	-		-		-		-
Subtotal - Personal Services	858,691		944,519		1,001,291		56,772
Operating Expenditures							
Contracted Services	218,156		236,000		236,000		-
Travel and Per Diem	-		· -		1,100		1,100
Communications Services	1,536		3,300		2,000		(1,300)
Insurance	12,210		12,900		14,000		1,100
Repair and Maintenance	1,538		800		2,870		2,070
Printing and Binding	42		50		50		, -
Office Supplies	129		250		500		250
Operating Supplies	12,548		8,500		14,700		6,200
Books, Dues and Training	940		-		1,500		1,500
Subtotal - Operating Expenditures	247,099		261,800		272,720		10,920
Capital Outlay	-				-		-
Total - Expenditures	\$ 1,105,790	\$	1,206,319	\$	1,274,011	\$	67,692

Hernando County Sheriff's Office E911 Fund - Revenue Summary Fiscal Year 2016 - 2017

	 Approved Budget FY2016	Proposed Budget FY2017		
Revenue Source				
State E911 Non-Wireless Fee	\$ 360,000	\$	260,000	
State E911 Wireless Fee	380,000		340,000	
Pre-Paid	-		90,000	
Special Disbursement	-		41,000	
Interest - Operating	-		3,500	
Balance Forward Cash	 694,397		659,642	
<u>Total - Revenue</u>	\$ 1,434,397	\$	1,394,142	

Hernando County Sheriff's Office E911 Fund - Expenditure Summary Fiscal Year 2016 - 2017

	Approved Budget FY2016	Proposed Budget FY2017	FY2017 to FY2016 Difference
Personal Services			
Wages - Sworn and Civilian	295,081	326,106	31,025
Wages - Overtime	10,000	10,000	-
Benefits - FICA Taxes	22,861	24,529	1,668
Benefits - Retirement	29,036	35,269	6,233
Benefits - Insurance	67,054	64,131	(2,923)
Benefits - Workman's Compensation	3,541	3,804	263
Subtotal - Personal Services	427,573	463,839	36,266
Operating Expenditures			•
Professional Services	2,500	1,000	(1,500)
Contracted Services	25,000	25,000	-
Travel and Per Diem	6,200	6,200	-
Communications Services	167,300	141,400	(25,900)
Insurance	12,000	12,000	-
Repair and Maintenance	27,000	25,000	(2,000)
Printing and Binding	10,000	10,000	-
Maintenance Agreements	120,000	79,000	(41,000)
Office Supplies	24,650	16,600	(8,050)
Operating Supplies	5,000	1,000	(4,000)
Books, Dues and Training	40,000	35,000	(5,000)
Subtotal - Operating Expenditures	439,650	352,200	(87,450)
Capital Outlay	350,000	350,000	-
Reserve for Contingencies	217,174	228,103	10,929
Total - Expenditures	1,434,397	1,394,142	(40,255)
<u>Total - Revenue</u>	1,434,397	1,394,142	(40,255)
Net Support from General Fund	\$ -	\$ -	\$ -

Hernando County Sheriff's Office 800 Mhz Fund - Revenue Summary Fiscal Year 2016 - 2017

		pproved Budget FY2016	Proposed Budget FY2017		
Revenue Source					
Tower Lease	\$	64,887	\$	50,520	
Fines and Forfeitures		180,000		140,000	
Fees - Access and Maintenance		97,000		188,000	
Balance Forward Cash		278,866		205,611	
Total - Revenue	\$	620,753	\$	584,131	

Hernando County Sheriff's Office 800 Mhz Fund - Expenditure Summary Fiscal Year 2016 - 2017

	Bı	oroved udget '2016	Proposed Budget FY2017	FY2017 to FY2016 Difference		
Personal Services						
Wages - Sworn and Civilian	\$	-	\$ 33,044	\$	33,044	
Benefits - FICA Taxes		-	2,528		2,528	
Benefits - Retirement		-	2,399		2,399	
Benefits - Insurance		-	8,192		8,192	
Benefits - Workman's Compensation		-	390		390	
Benefits - Unemployment		-	-			
Subtotal Personal Services		-	46,553		46,553	
Operating Expenditures						
Travel and Per Diem		900	2,200		1,300	
Communications Services		1,700	1,900		200	
Utilities		24,000	24,000		-	
Rental and Leases		1,500	1,700		200	
Insurance		24,000	25,000		1,000	
Repair and Maintenance		40,000	40,000		-	
Printing and Binding		100	100		-	
Maintenance Agreements		310,000	272,000		(38,000)	
Office Supplies		100	100		-	
Operating Supplies		4,250	7,750		3,500	
Books, Dues and Training		700	4,000		3,300	
Subtotal Operating Expenditures		407,250	378,750		(28,500)	
Capital Outlay		139,413	25,000	(114,413)	
Reserve for Contingencies		74,090	133,828		59,738	
Total - Expenditures		620,753	584,131		(36,622)	
Total - Revenue		620,753	584,131		(36,622)	
Net Support from General Fund	\$	-	\$ -	\$	-	

