

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2018/19 BUDGET
OFFICE OF THE SHERIFF
GENERAL FUND/GENERAL SERVICES DISTRICT (S/F 011)**

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BACKGROUND:

The Jacksonville Sheriff's Office mission is to protect the lives and property of the citizens of this community, to preserve the peace and to prevent crime and disorder while constantly guarding personal liberties as prescribed by law.

- In the 2018/2019 Proposed Budget there are 1,785 sworn police officers, 790 correction officers and 655 civilian positions for a total of 3,230 Sheriff's Office employees in the General Fund/GSD.
- The total number of vehicles as of July 25, 2018 in the Sheriff's fleet is 2,232, which includes 1,289 Patrol Cars, 36 Motorcycles, 279 Other Vehicles and 628 Unmarked Vehicles. The total amount does not include the 91 leased vehicles in 2018-456.
- The average inmate population for the correctional facilities in 2017 was 2,827, which is down from 3,161 in 2016.
- The Sheriff's Office vacancy count as of July 19, 2018 was 225, which is broken out as follows: 106 Police Officers, 56 Corrections and 63 Civilians.
- The Sheriff's proposed budget is 36% of the General Fund/GSD expenditure budget and 52% of the General Fund/GSD employee cap.

REVENUES:

1. Charges for Services:

- The increase of \$316,617 is primarily due to the following increases of:
 - \$171,563 for SMG Overtime Reimbursement due to combining Daily's Place overtime with SMG, which were previously included in Miscellaneous Revenue and including events at the Ritz Theatre.
 - \$107,520 in Alarm Permit Fees pursuant to 2016-562-E.
 - \$53,012 in Civil Income Individuals based on average collections.
- The increase is being partially offset by a decrease of \$61,585 for Off Duty Reimbursement (which is consistent with current year collections) due to all downtown special events that were previously staffed with some secondary employment now being staffed with on-duty officers using overtime. [An administrative fee is charged for secondary employment. A fee of \$5/hour for each hour paid and a fee of \$7/hour where the police vehicle is utilized with the engine running and emergency equipment is in use.]

2. Revenue from City Agencies – Allocations:

- The budgeted amount of \$1,942,543 includes the reimbursement of call taker salaries from the 911 Emergency User Fee (sub-fund 171) in the amount of \$1,590,702 and an amount of \$351,841 for the Mayor's security.

3. Fines and Forfeits:

- Fines and Forfeitures includes three revenue line items based on fees collected on traffic infractions and one line item based on alarm citations. The increase of \$179,374 is due to

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increases on the fees collected on traffic infractions in the amount of \$117,625 and an increase of \$61,749 for Alarm Citations.

4. Miscellaneous Revenue:

- The decrease of \$62,795 is primarily due to a decrease of \$85,655 in Overtime Reimbursement Charges for Daily's Place overtime, which was moved to Charges for Services as mentioned above.

5. Other Sources:

- The FY 2017/18 amount represents debt proceeds for the purchase of capital that year. Since there is no proposed borrowing for capital purchases in the Fiscal Year 2018/19, this amount is \$0.

EXPENDITURES:

1. Salaries:

- The increase of \$17,011,235 in salaries is primarily due to the following increases of:
 - \$13,912,278 in Permanent and Probationary Salaries. The increase in salaries includes the 6.5% increase in salaries per the Collective Bargaining agreements for Police Officers and Correction Officers and the 4.5% increase in salaries for the Civilian employees. The increase also includes a full year of funding for the 100 Police Officers of which, 40 received 3 months of funding, another 40 received 1.5 months of funding, and the remaining 20 received no funding in Fiscal Year 2017/2018. Lastly, the increase includes the funding of 15 Police Officers that were previously covered by the COPS grant.
 - \$1,829,821 in Overtime due to using overtime to staff special events instead of secondary employment and the 6.5% increase in salaries per the Collective Bargaining agreements for Police Officers and Correction Officers.
 - \$513,487 in Part-time Salaries due to additional personnel in Public Records, ID unit and Body Worn Camera unit along with the collective bargaining salary increases.
 - \$496,728 in Leave Rollback/Sellback and \$322,997 in Special Pay are primarily due to the collective bargaining salary increases.
- The increase is being partially offset by a decrease of:
 - \$61,597 in DROP/Leave Payout due to the reduced number of DROP participants scheduled to retire for next fiscal year. There is a total of 84 DROP participants anticipated to retire for Fiscal Year 2018/2019 as compared to 89 for Fiscal Year 2017/2018.

2. Salary and Benefit Lapse:

- The FY 2018/19 lapse amount of \$3,574,410 is based on the lapse model.

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3. Pension Costs:

- The increase of \$319,390 in Pension Costs is the net result of increases in defined contribution costs due to new employees hired after October 1, 2017 being members of this plan instead of the defined benefit plan. This is being offset by a decrease in the contribution to the police and fire pension plan due to the City using \$24,736,292 excess reserves to cover the Fiscal Year 2018/19 contribution instead of \$20 million as used in Fiscal Year 2017/18, thus lowering the contribution.

4. Employer Provided Benefits:

- The increase of \$7,469,026 is primarily due to the following increases of:
 - \$6,196,794 for Group Hospitalization which is mainly the result of not having the five contribution “holidays” that were present in FY 2017/18 Budget.
 - \$959,308 for Workers Compensation – Heart and Hypertension based on the actuarial report and additional funding required for the new joint operating reserve in Risk Management established by Ordinance 2018-380-E.
 - \$205,786 in Medicare Tax due to the increase in Salaries.

5. Internal Service Charges:

- The increase of \$5,258,830 is primarily due to increases of:
 - \$1,721,830 in Radio Equipment Refresh due to an increase in the number of mobile radios to be refreshed in Fiscal Year 2018/2019.
 - \$961,968 in IT System Development for the 911 Computer-Aided Dispatch (CAD) System and the Command Central AWARE/Real Time Crime Center projects.
 - \$896,202 in Computer System Maintenance/Security due to an increase in labor costs for specific JSO application projects (CAD system and JSO Website upgrade) and for direct billed costs for the Command Central AWARE/Real Time Crime Center and new telephone system.
 - \$887,740 in Fleet Vehicle Replacement due to the net impact of vehicles on the proposed replacement list, a full year allocation of the prior year replacements and vehicles that were replaced in prior years being paid off in the current year. The Sheriff's Office is budgeted to receive 202 replacement vehicles and 20 new vehicles for the positions that were not funded in Fiscal Year 2017/2018, with an associated partial year cost of \$1,010,051.
 - \$860,000 in Fleet Vehicle Lease for 91 covert vehicles.
 - \$709,977 in Fleet Parts/Oil/Gas due to a projected increase in fuel costs for Fiscal Year 2018/2019 compared to the Fiscal Year 2017/2018 budget.
- The increase is partially offset by a decrease of \$778,858 in the Radio Allocation due to the one-time purchase of 80 radios in this current fiscal year.

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6. Insurance Costs and Premiums:
 - The increase of \$595,276 is primarily due to an increase of \$591,200 for General Liability Insurance due to claims history.

7. Professional and Contractual Services:
 - The increase of \$1,125,306 is due to the following:
 - An increase of \$1,690,993 in Contractual Services primarily for the Health Services contract which is now budgeted for an entire year along with an increase in pharmacy costs.
 - There is an increase of \$282,217 for Security/Guard Service primarily due to increased staffing at the courthouse and Shands.
 - The increase is partially offset by decreases of:
 - \$500,900 in Contract Food Services – Jail due to a projected lower inmate count for Fiscal Year 2018/2019, based on current year inmate counts.
 - \$347,004 in Professional Services due to not budgeting for the Police and Corrections assessment centers for Fiscal Year 2018/2019 since they are budgeted for every other year and not including nursing services due to outsourcing the Health Services function.

8. Other Operating Expenses:
 - There is an increase of \$717,406 primarily due to the following increases of:
 - \$404,853 in Repairs and Maintenance due to ShotSpotter license renewal and sensor maintenance (\$333,125), scheduled overhauls and repairs for helicopters, and maintenance of body scanners.
 - \$124,751 in Miscellaneous Services and Charges due to a parking contract for bailiffs, an increase in DNA testing, an increase in forfeiture filing fees, an increase in photo array services, and an increase for accreditation fees.
 - \$115,321 in Employee Training mainly due to anticipated increase in FSCJ tuition costs and an increase in training priorities.
 - \$107,920 in Hardware and Software Maintenance and Licenses.
 - \$82,929 in Wireless Communications due to the Sheriff having to issue cell phones to staff members due to the FBI's Criminal Justice Information System requirements.
 - \$76,435 in Electricity due to the new Zone 3 substation lease. This is the cost to run the A/C for the substation after normal business hours.
 - \$63,017 in Lease-Purchase (Equipment Agreements) for an additional 120 laptops.
 - The increase is being partially offset by a decreases of
 - \$279,953 in Clothing, Uniforms and Safety Equipment due to purchasing uniforms and equipment for new officers in this current year.
 - \$127,527 in Chemical and Drugs due to the outsourcing of Health Services.

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9. Capital Outlay:

- The decrease of \$1,718,992 is due to not purchasing any capital items for Fiscal Year 2018/2019.

10. Debt Management and Fund Repayments:

- The Banking Fund principal payment amount is \$41,811 and the interest payment amount is \$41,890, which has a net increase of \$5,527. These payments are for prior years' borrowing.

DIVISIONAL CHANGES:

- The increase of \$6,568,046 in Corrections is primarily due to:
 - An increase in salaries of \$2,245,498 due to the increase based on the collective bargaining agreements.
 - An increase in Pension Costs of \$1,206,120.
 - An increase in Employer Provided Benefits of \$1,977,019 mainly due to an increase in Group Hospitalization and Workers Comp – Heart Hypertension.
 - An increase in of \$1,364,608 in Professional and Contractual Services primarily due to an increase in the Health Services contract for a full year of funding and increased pharmacy costs.
- The increase of \$3,761,126 in Investigation and Homeland Security is primarily due to:
 - Increases in Salaries of \$1,604,935 due to the increase based on the collective bargaining agreements.
 - Employer Provided Benefits of \$574,437.
 - Increases in Internal Service Charges of \$1,357,104 primarily for Fleet due to the covert vehicle lease, receiving 44 vehicle replacements out of a total of 222, an increase in projected fuel costs for Fiscal Year 2018/2019, and an increase in Computer System Maintenance/ Security for the new telephone system.
 - An increase in Other Operating Expenses of \$407,599 primarily due to an increase in Repairs and Maintenance for ShotSpotter.
- The increase of \$15,033,555 in Patrol and Enforcement is primarily due to:
 - An increase in Salaries of \$10,844,116 which includes a full year of funding for 100 Police Officers and the 6.5% increase per the Collective Bargaining Agreements.
 - An increase of \$4,060,460 in Employer Provided Benefits primarily for Group Hospitalization Insurance due to the result of not having the five contribution "holidays".
 - An increase in Internal Services Charges of \$1,039,583 primarily for Fleet due to an increase in projected fuel costs for Fiscal Year 2018/2019 and receiving 142 vehicle replacements out of a total of 222.
 - There is an offsetting decrease in Pension Costs of \$1,983,017 primarily due to the City using more reserves to cover the Fiscal Year 2018/2019 contribution.

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- The decrease of \$8,409,693 in Personnel and Professional Standards is primarily due to moving the Information Systems Management activity to Police Services, offset slightly by moving the Compliance section into this area, and increases for salary and benefits as noted for other areas.
- The increase of \$15,704,593 in Police Services is primarily due to:
 - Moving the Information Systems Management activity into this division in the amount of \$11,061,206.
 - Including a new Body Worn Camera Unit in the amount of \$743,517.
 - Increases in salary and benefits based on the collective bargaining agreements
- The decrease of \$2,052,331 in Sheriff – Administration is primarily due to:
 - A decrease of \$998,700 in salaries and benefits due to moving the Compliance section to Personnel and Professional Standards.
 - A decrease of \$1,158,314 in Capital Outlay due to not purchasing any capital equipment in Fiscal Year 2018/2019.

CAPITAL OUTLAY CARRYOVER:

The following amounts are requested to be carried over for laptops and storage/server replacement.

Schedule AF	Revised Schedule AF
011 - SHPP011ISM - 06427 \$ 503,664	011 - SHPP011ISM - 06427 \$ 478,681
011 - SHPP011ISM - 06429 \$ 148,823	011 - SHPP011ISM - 06429 \$ 24,981

EMPLOYEE CAP CHANGES:

The Sheriff's Office cap is proposed to decrease by 47 positions, which includes the reduction of 66 positions included on the Fiscal Year 2017/2018 Redline Schedule for the Health Services activity, netted against the 15 Police Officers transferring in that were previously funded by the COPS grant and 4 new positions for the Real Time Crime Center.

COMMENT:

The Sheriff's Office Fiscal Year 2018/2019 proposed budget does not include any funding associated with the Marjory Stoneman Douglas High School Public Safety Act. There could be potential impacts to the Fiscal Year 2018/2019 budget since the School Board has not been able to hire all of the "guardians" by the start of the school year. The Sheriff's Office is also involved in the training of the "guardians".

RECOMMENDATION:

None