FYE 2018 BUDGET RECEIVED \$4,522,190

FYE 2019 BUDGET REQUEST \$4,572,265

FREMONT COUNTY, WYOMING

BUDGET REQUEST PACKET FISCAL YEAR 2018 - 2019

DEPARTMENT NAME
Sheriff Detention

CHART OF ACCOUNT NUMBERS 100-2-1259

BUDGET VERSION 2

PREPARED BY
Sheriff Skip Hornecker & Undersheriff Ryan Lee

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BUDGET MESSAGE

DEPARTMENTSheriff Detention

ANTICIPATED REVENUE STREAMS: Federal and municipal housing fees generate the Detention Center's highest revenue. This revenue however is unanticipated for the most part and is dictated by other agencies abilities and willingness to house these inmate classifications at the center. Assessments associated with our inmate commissary, telephone systems generate very moderate revenue, however these systems do alleviate staff responsibilities.
Inmate medical continues to be an unpredictable expenditure which has created concerns in the overall health of the Detention Center budget over the last several fiscal years. The Agency recommends additional funding be added to the inmate medical line item in an effort to have adequate funding to cover unanticipated medical events. Due to several staff adjustments this last fiscal year, the Agency does not anticipate additional adjustments this fiscal year that would cause any foreseeable salary fluctuations. The Detention Center is set to run on the current "bottom line" budget in place with the adjustment to the Inmate Medical Line Item.
BUDGET CHANGES FROM LAST YEAR Additional funding in the Inmate Medical Line Item. Strengthen overtime, and laundry line items.
OTHER Uniforms: Uniforms and work clothing may be provided to employees upon a departmental policy being described and provided to the Board of County Commissioners. Does your department have a uniform policy? If "Yes," please elaborate below.

FIVE YEAR PLAN

DEPARTMENT Sheriff Detention

1. SERVICE PRIORITIES

Employee and Inmate Safety, Security and Function continues to be our top priority. This requires sufficient staffing levels, maintenance updates, and new ideas to minimize safety concerns and potential litigation. Current staffing levels continue to remain at a minimum number. The need for new ideas to lessen staff workload and still maintain sufficient security and safety functions exists. The Kiosk program has been effective in this area. The Agency continues to see an increase in defendants who are incarcerated for violent crimes, many of whom are violent towards staff and the security of the building. We continue to concentrate on security of these persons through staff training and security maintenance.

2. EMPLOYEES and BENEFITS

The Sheriff's Office must maintain competitive salary's in order to keep current employees as well as attract new staff when needed. The Agency must make this a top priority in the next two years in an effort to maintain our current staff and offer appeal for perspective employees.

3. FUNDING and REVENUE CHANGES

No anticipated funding or significant revenue adjustments are in the foreseen at this time.

4. MAINTENANCE or SECURITY ISSUES

Security at public access points continues to be paramount in the near future. The Agency is working with Building maintenance on these important solutions. Also, in conjunction with Building Maintenance we will continue to upgrade critical infrastructure within in the facility and security issues that may arise due to aging equipment, and day to day wear and tear on flooring and doorways.

GRANT SUMMARY - FYE 2019

DEPT: Sheriff Detention

	Grant Name	Begin Date	End Date	Award Amount	No. of FTEs	Status	Purpose of Grant
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
	TOTAL			\$0			

CONTRACTUAL SERVICES - FYE 2019

DEPT: Sheriff Detention

	Contractor	Description of Services	Amount
1.	VARIOUS CONTRACTORS	EMPLOYEE PSYCHOLOGICAL EXAMS	\$4,500
2.	DAN RATIGAN	MEDICAL SERVICES DIRECTOR	\$69,000
3.	BI MONITORING	HOME DETENTION MONITORING	\$1,000
4.	CODI THOMPSON	DIETICIAN	\$1,500
5.	NATRONA CO SHERIFF	JUVENILE DETENTION	\$41,608
6.	GUARDIAN EMS	INMATE HOSPITAL TRANSPORT	\$10,000
7.	SECURITY TRANSPORT	INMATE OUT OF STATE TRANSPORTS	\$5,000
8.	STEVE BOWDEL	INMATE MEDICAL	\$59,100
9.			
10.			
	TOTAL CONTRACTUAL SERVICES (69214)		\$191,708

SERVICE AGREEMENTS - FYE 2019

DEPT: Sheriff Detention

	Organization	Description	Amount
1.	GRUBER TECHNOLOGIES	SERVICE AGREEMENT	\$1,350
2.	SPILLMAN TECHNOLOGIES	SERVICE AGREEMENT	\$27,000
3.	OFFICE SHOP	COPIER MAINTENANCE AGREEMENT	\$1,000
4.	CHRISTIAN STEVENS SOFTWARE	SOFTWARE MAINTENANCE	\$450
5.	VENTURE TECHNOLOGIES	SERVICE AGREEMENT	\$1,100
6.	WYOMING.COM	MAINTENANCE AGREEMENT	\$500
7.	BIOMETRICS	SERVICE AGREEMENT	\$3,100
8.			
9.			
10.			
	TOTAL SERVICE AGREEMENTS (65234)		\$34,500

DUES AND SUBSCRIPTIONS - FYE 2019

DEPT: Sheriff Detention

	Organization	Description	Amount
1.	LANDER VALLEY SPORTSMAN	YEARLY DUES	\$125
2.	WYOMING PEACE OFFICERS ASSOC	YEARLY DUES	\$375
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
	TOTAL DUES & SUBSCRIPTIONS (69250)		\$500

CAPITAL ASSETS - FYE 2019

DEPT: Sheriff Detention

		PURCHASE		PURCHASE	ESTIMATED
PRIORITY	DESCRIPTION	TIME FRAME	ASSET TYPE	AMOUNT	LIFE (YRS)
1.	EQUIPMENT	JUL-SEP 2018	MACHINERY & EQUIPMENT	\$7,000	
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
	TOTAL - DEPARTMENT PURCHASE	S (ASSETS BETWEEN \$1,000 AND \$1	0,000)	\$7,000	

85001	LAND	\$0
85002	BUILDINGS & IMPROVEMENTS	\$0
85003	MACHINERY & EQUIPMENT	\$7,000
85004	VEHICLES	\$0
85005	OFFICE FURNITURE	\$0
85006	COMPUTER SOFTWARE	\$0
85008	INFRASTRUCTURE	\$0
85010	LIBRARY BOOKS	\$0

		PURCHASE		AUTHORIZED	ESTIMATED	INTEREST	EST FYE 2019
PRIORITY	DESCRIPTION	TIME FRAME	ASSET TYPE	AMOUNT	LIFE (YRS)	RATE	RENTAL AMT
1.	2018 Ford Transit Van	OCT-DEC 2018	VEHICLES	\$41,200	7	2.8%	\$4,85
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
PLUS CURR	ENT DEPARTMENT RENTAL PAYMENTS (FYE 2019)						\$2,72
	TOTAL - CAPITAL REVOLVING FUND PURCHASES						
	(\$10,000 OR MORE AND ALL VEHICLES)			\$41,200			\$7 , 58

CHART OF ACCOUNTS WORKSHEET - FYE 2019 Sheriff Detention

100-2-1259-44560 TELEPHONE REIMBURSEMENTS

100-2-1259-48890 OTHER MISC REVENUES

100-2-1259-49650 TRANSFER FR HEALTH PLAN

100-2-1259-49680 TRANSFER FR ENDOW FUND

100-2-1259-49920 PROCEEDS OF GFA DISPOSITION

100-2-1259-48564 WRITEOFF ACCOUNTS RECEIVABLE

100-2-1259-49660 TRANSFER FR SHERIFF COMMISSARY

REVENUE TOTALS:

100-2-1259-48549 OVER/SHORT

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$251,755

\$0

\$0

\$0

\$0

\$0

\$0

\$12,613

\$268,529

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$227,637

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$227,000

DEPT:

							FYE 2018		FYE 2018				NOTES
						FYE 2018	Add'l	FYE 2018	Projected	FYE 2019		FYE 2019	Please make notes especially if the
		FYE 2015	FYE 2016	FYE 2017	FYE 2018	Actual	Expected	Projected	Diff. from	Budget	Diff. from	Approved	amounts are significantly different
Account Number	Account Title	Actual	Actual	Actual	Budget	(thru Dec)	(Jan - Jun)	Actual	Budget	Request	FYE 2018	Budget	than last year.
100-2-1259-43270	FEDERAL INDIRECT CAPITAL GRANT	\$4,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-2-1259-43590	STATE CAPITAL GRANT	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-2-1259-44510	SHERIFF COMMISSARY	\$9,194	\$14,398	\$13,227	\$0	-\$13,227	\$10,000	-\$3,227	-\$3,227	\$12,000	\$12,000	\$12,000	
100-2-1259-44520	SHERIFF FED & CITY PRIS	\$130,760	\$152,940	\$164,460	\$150,000	\$52,720	\$115,000	\$167,720	\$17,720	\$115,000	-\$35,000	\$115,000	Less Other agency holds
100-2-1259-44525	SHERIFF JUVENILE DETENTION	\$4,212	\$8,030	-\$1,725	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-2-1259-44528	SHERIFF MEDICAL REIMBURSEMENT	\$30,075	\$21,159	\$17,083	\$20,000	\$9,534	\$10,000	\$19,534	-\$466	\$20,000	\$0	\$20,000	
100-2-1259-44530	SHERIFF MISCELLANEOUS	\$72,514	\$59,389	\$34,591	\$57,000	\$10,576	\$10,000	\$20,576	-\$36,424	\$20,000	-\$37,000	\$20,000	
100-2-1259-44560	TELEPHONE REIMBURSEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$59,603

\$0

\$0

\$0

\$0

\$0

\$0

\$145,000

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$204,603

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$0

-\$22,397

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$167,000

\$0

\$0

\$0

\$0

\$0

\$0

\$0

\$0

-\$60,000

\$0

\$0

\$167,000

back to instructions

CHART OF ACCOUNTS WORKSHEET - FYE 2019

DEPT:	Sheriff Detention					back to instruc	ctions						
							FYE 2018		FYE 2018				NOTES
						FYE 2018	Add'l	FYE 2018	Projected	FYE 2019		FYE 2019	Please make notes especially if the
		FYE 2015	FYE 2016	FYE 2017	FYE 2018	Actual	Expected	Projected	Diff. from	Budget	Diff. from	Approved	amounts are significantly different
Account Number	Account Title	Actual	Actual	Actual	Budget	(thru Dec)	(Jan - Jun)	Actual	Budget	Request	FYE 2018	Budget	than last year.
100-2-1259-51120	SALARIES-CLERKS/DISPATCHR	\$1,971,897	\$1,916,892	\$1,909,774	\$1,998,741	\$971,614	\$960,000	\$1,931,614	-\$67,127	\$1,965,462	-\$33,279	\$1,965,462	
100-2-1259-51170	Overtime Pay	\$97,988	\$146,302	\$59,796	\$83,575	\$51,207	\$46,000	\$97,207	\$13,632	\$91,700	\$8,125	\$91,700	
100-2-1259-51180	HOLIDAY PAY	\$79,373	\$68,423	\$71,167	\$75,000	\$42,126	\$33,000	\$75,126	\$126	\$79,000	\$4,000	\$79,000	
100-2-1259-52210	HEALTH & LIFE INSURANCE (INTRA	\$644,146	\$706,204	\$740,175	\$824,400	\$372,288	\$372,288	\$744,576	-\$79,824	\$799,053	-\$25,347	\$799,053	
100-2-1259-52220	SOCIAL SECURITY-EMPLOYER	\$157,369	\$157,212	\$150,416	\$165,035	\$78,622	\$78,642	\$157,264	-\$7,771	\$163,417	-\$1,618	\$163,417	
100-2-1259-52230	UNEMPLOYMENT CLAIMS(INTRA)	\$1,900	\$7,418	\$15,398	\$0	\$2,370	\$0	\$2,370	\$2,370	\$0	\$0	\$0	
100-2-1259-52240	WORKERS COMPENSATION	\$50,925	\$42,467	\$55,695	\$56,091	\$24,119	\$24,119	\$48,238	-\$7,853	\$51,909	-\$4,182	\$51,909	
100-2-1259-52250	WYOMING RETIREMENT	\$308,368	\$305,568	\$253,918	\$267,065	\$131,847	\$128,500	\$260,347	-\$6,718	\$267,499	\$434	\$267,499	
100-2-1259-61408	DRUG TESTING	\$2,797	\$2,533	\$3,699	\$3,000	\$1,342	\$3,000	\$4,342	\$1,342	\$3,000	\$0	\$3,000	
100-2-1259-61412	BALIFF & GUARDS	\$413	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-2-1259-61440	MEDICAL SERVICES	\$387,229	\$351,788	\$435,854	\$200,000	\$230,935	\$120,000	\$350,935	\$150,935	\$300,000	\$100,000	\$300,000	Medical costs
100-2-1259-65232	EQUIPMENT REPAIR	\$253	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-2-1259-65234	SERVICE AGREEMENTS	\$24,191	\$27,805	\$30,701	\$33,000	\$31,607	\$33,000	\$64,607	\$31,607	\$34,500	\$1,500	\$34,500	
100-2-1259-65235	VEHICLE REPAIR	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-2-1259-65458	RENTALS (INTRA)	\$8,764	\$8,424	\$6,307	\$7,450	\$0	\$0	\$0	-\$7,450	\$7,587	\$137	\$7,587	
100-2-1259-69110	ADVERTISING-OTHER	\$0	\$7	\$0	\$0	\$250	\$500	\$750	\$750	\$1,000	\$1,000	\$1,000	
100-2-1259-69214	CONTRACTUAL SERVICES	\$119,527	\$348,858	\$205,210	\$191,708	\$87,316	\$100,000	\$187,316	-\$4,393	\$191,708	\$0	\$191,708	
100-2-1259-69250	DUES, SUBSCRIPTIONS	\$948	\$274	\$339	\$500	\$50	\$200	\$250	-\$250	\$500	\$0	\$500	
100-2-1259-69450	INSURANCE, BONDS	\$9,233	\$8,853	\$8,867	\$9,200	\$8,508	\$400	\$8,908	-\$292	\$10,200	\$1,000	\$10,200	
100-2-1259-69530	LAUNDRY	\$9,833	\$9,735	\$10,461	\$9,500	\$5,747	\$5,700	\$11,447	\$1,947	\$12,500	\$3,000	\$12,500	
100-2-1259-69550	MISC. SERVICES & CHARGES	\$406	\$554	\$309	\$500	\$0	\$0	\$0	-\$500	\$500	\$0	\$500	
100-2-1259-69710	TELEPHONE	\$3,011	\$2,141	\$2,335	\$2,400	\$971	\$1,000	\$1,971	-\$430	\$2,400	\$0	\$2,400	
100-2-1259-69720	TRAINING SEMINARS	\$5,482	\$2,180	\$3,699	\$4,500	\$1,741	\$2,700	\$4,441	-\$59	\$4,500	\$0	\$4,500	
100-2-1259-69730	TRAVEL EXPENSE	\$4,449	\$2,279	\$2,283	\$3,000	\$671	\$2,300	\$2,971	-\$29	\$3,000	\$0	\$3,000	
100-2-1259-75210	GENERAL OFFICE SUPPLIES	\$1,493	\$2,067	\$1,594	\$2,000	\$770	\$1,200	\$1,970	-\$30	\$2,000	\$0	\$2,000	
100-2-1259-75211	PRINTED OFFICE SUPPLIES	\$960	\$1,587	\$1,348	\$2,000	\$661	\$1,300	\$1,961	-\$39	\$2,000	\$0	\$2,000	
	POSTAGE	\$370	\$461	\$114	\$250	\$47	\$200	\$247	-\$3	\$250	\$0	\$250	
100-2-1259-75216	COPIER SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	BUILDING REPAIRS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-2-1259-75222	MEDICAL SUPPLIES	\$235,524	\$240,602	\$162,303	\$167,775	\$62,677	\$88,200	\$150,877	-\$16,898	\$167,775	\$0	\$167,775	
100-2-1259-75223	PRISONERS BOARD	\$304,653	\$317,840	\$292,300	\$305,000	\$139,312	\$160,000	\$299,312	-\$5,688	\$305,000	\$0	\$305,000	
100-2-1259-75224	VEHICLE FUEL	\$10,823	\$8,832	\$8,300	\$10,000	\$4,209	\$5,000	\$9,209	-\$791	\$10,000	\$0	\$10,000	
	UNIFORMS	\$8,532	\$2,414	\$7,798	\$6,000	\$904	\$5,100	\$6,004	\$4	\$6,000	\$0	\$6,000	
	OPERATING SUPPLIES	\$1,385	\$652	\$1,035	\$1,000	\$432	\$500	\$932	-\$68	\$1,000	\$0	\$1,000	
100-2-1259-75228	COMPUTER SUPPLIES	\$3,856	\$3,423	\$2,769	\$3,000	\$996	\$2,000	\$2,996	-\$4	\$3,000	\$0	\$3,000	
100-2-1259-75229	INMATE SUPPLIES	\$61,235	\$54,934	\$63,465	\$60,000	\$14,950	\$45,000	\$59,950	-\$50	\$55,250	-\$4,750	\$55,250	
100-2-1259-75239	CHAINS & CABLES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-2-1259-75245	SAFETY DEVICES	\$10,439	\$10,814	\$5,550	\$8,000	\$3,162	\$4,800	\$7,962	-\$38	\$8,000	\$0	\$8,000	
100-2-1259-75610	EQUIPMENT LESS THAN \$1000	\$5,575	\$6,440	\$6,486	\$8,000	\$224	\$7,500	\$7,724	-\$277	\$9,000	\$1,000	\$9,000	
100-2-1259-75802	EDUCATIONAL PROGRAMS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	MERCHANDISE FOR RESALE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	AMMUNITION	\$9,625	\$7,237	\$4,769	\$6,500	\$3,690	\$2,800	\$6,490	-\$10	\$6,555	\$55	\$6,555	
100-2-1259-85003	MACHINERY & EQUIP > 1,000	\$7,269	\$25,071	\$5,350	\$7,000	\$0	\$7,000	\$7,000	\$0	\$7,000	\$0	\$7,000	
100-2-1259-85004	VEHICLES >1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-2-1259-85006	COMPUTER SOFTWARE > 1,000	\$0	\$0	\$0	\$1,000	\$0	\$0	\$0	-\$1,000	\$0	-\$1,000	\$0	
	EXPENDITURE TOTALS:	\$4,550,240	\$4,798,291	\$4,529,583	\$4,522,190	\$2,275,363	\$2,241,949	\$4,517,312	-\$4,878	\$4,572,265	\$50,075	\$4,572,265	

EXECUTIVE SUMMARY - FYE 2019

DEPT: Sheriff Detention

ACCOUNT NUMBERS: 100-2-1259 back to instructions

ACCOUNT NUMBERS:	100-2-1259						back to instruct	<u>ions</u>	
REVENUES:	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Actual	FYE 2018 Budget	FYE 2018 Projected Actual	FYE 2018 Projected Diff. from Budget	FYE 2019 Budget Request	Difference from FYE 2018	FYE 2019 Approved Budget
Tax Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental/Grants	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Charges for Goods & Services	\$246,755	\$255,916	\$227,637	\$227,000	\$204,603	-\$22,397	\$167,000	-\$60,000	\$167,000
Investment Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Revenue	\$0	\$12,612	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Gain (Loss) on Equip Disposal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Other Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES:	\$251,755	\$268,529	\$227,637	\$227,000	\$204,603	-\$22,397	\$167,000	-\$60,000	\$167,000
EXPENDITURES:									
Salaries	\$2,149,258	\$2,131,617	\$2,040,737	\$2,157,316	\$2,103,946	-\$53,370	\$2,136,162	-\$21,154	\$2,136,162
Employee Benefits	\$1,162,707	\$1,218,868	\$1,215,601	\$1,312,591	\$1,212,795	-\$99,796	\$1,281,878	-\$30,713	\$1,281,878
Property Services	\$33,207	\$36,230	\$37,007	\$40,450	\$64,607	\$24,157	\$42,087	\$1,637	\$42,087
Subrecipient Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Services	\$543,327	\$729,201	\$673,055	\$424,308	\$573,330	\$149,022	\$529,308	\$105,000	\$529,308
Supplies & Materials	\$654,472	\$657,304	\$557,832	\$579,525	\$555,633	-\$23,892	\$575,830	-\$3,695	\$575,830
Other Misc	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$7,269	\$25,071	\$5,350	\$8,000	\$7,000	-\$1,000	\$7,000	-\$1,000	\$7,000
Principal/Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer to Other Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES:	\$4,550,240	\$4,798,291	\$4,529,583	\$4,522,190	\$4,517,312	-\$4,878	\$4,572,265	\$50,075	\$4,572,265