



COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: 11/23/2021 Meeting Date: 12/2/2021

Name: Amy Overstreet Department: BCC Administration

Division Manager's Signature:

A handwritten signature in blue ink, appearing to be "Amy Overstreet", written over a light blue horizontal line.

1. Nature and purpose of agenda item:

Request to Return a Portion of Excess Budget Fees of \$82,651.25 to cover the costs of necessary computer equipment that was ordered in FY2021 but not yet received.

2. Recommended Motion/Action:

Approve the Request to Return a Portion of Excess Budget Fees

3. Fiscal impact on current budget.

This item is not budgeted. The proposed budget amendment to fund this request is provided below.

The budget amendment number is BA 22-19 using fund(s) 001-GENERAL FUND.

FROM:	TO:	AMOUNT:
001-8400-584.90-98 RESERVES/CASH BALANCE FORWARD	001-8100-581.91-89 INTERFUND TRANSFERS OUT/SHERIFF	\$82,651.00



Sheriff Mark Hunter

COLUMBIA COUNTY SHERIFF'S OFFICE

4917 US Hwy. 90 East • Lake City, Florida 32055-6288

www.columbiasheriff.org



October 27, 2021

The Honorable Rocky Ford
Chairman of the Board
Columbia Co. Board of County Commissioners
P.O. Drawer 1529
Lake City, Florida 32056-1529

Dear Mr. Ford,

For the Board's review and approval, attached is the Constitutional Officer's Financial Report for the Fiscal Year 2020-2021, for the Office of the Sheriff. Attached you will find a check in the amount of \$509,586.50 to the Board of County Commissioners which represents collected revenues for charges for services rendered and reimbursements, as well as, interest earnings and other miscellaneous revenues. The returned funds are summarized as follows:

\$ 385,133.38	Charges for Services/Reimbursements
122,472.12	Miscellaneous revenues collected
<u>1,981.00</u>	Interest earnings
\$ 509,586.50	Total Year End Close

We are requesting the return of \$82,651.25 of these funds as Budget Amendment #1 for the current Fiscal Year 2021/2022. This amount is the total amount of an outstanding purchase order to Motorola for 55 Sierra Wireless Routers (MP70). These routers are required to replace the Verizon Jetpacks that are currently in use. The MP70 routers will significantly enhance the LTE signal for our patrol vehicles which is our primary internet connection to the vehicles. These routers will eliminate problems incurred by the existing Jetpacks due to heat and sunlight which damage the jetpack batteries and render them inoperable. Additionally, the routers will enable the upload of our in-car video recordings without having to sit at our Operations Building for extended periods of time to do so.

*Rec'd from D. Kraws
11/12/21 a put in
accounting box*

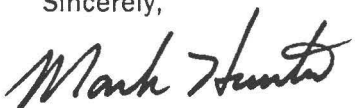
Administration: (386) 752-9212 • District Two Office: (386) 497-3797 • Detention Facility: (386) 755-7000

In order to finalize the fiscal year 2020/2021 budget and facilitate the closeout of the financial records, I would also like to request a final budget amendment #3 for Fiscal Year 2020/2021 to move appropriated funding as follows:

Sheriff:	Current FY 20/21 Budget	Proposed Final FY 20/21 Budget
Law Enforcement:		
Personal services	8,796,571	8,941,880
Other current expenses	1,508,420	1,529,920
Capital outlay	725,000	646,200
	<u>11,029,991</u>	<u>11,118,000</u>
Judicial:		
Personal services	690,607	669,249
Other current expenses	72,785	45,760
	<u>763,392</u>	<u>715,009</u>
Detention Center Operations:		
Personal services	4,031,286	3,744,660
Other current expenses	1,141,600	1,398,600
Capital outlay	10,000	-0-
	<u>5,182,886</u>	<u>5,143,260</u>
Total Budget	<u>16,976,269</u>	<u>16,976,269</u>

Should you require any additional information or documentation, please feel free to contact me.

Sincerely,



Mark Hunter
Sheriff, Columbia County

COLUMBIA COUNTY SHERIFF

OPERATING FUND

Balance Sheet

September 30, 2021

ASSETS	Operating Fund
Current assets	
Cash	\$ 1,383,776
Accounts receivable	49,152
Insurance receivable	37,162
Prepaid Expenses	-
Due from state	36,066
Due from other funds	7,920
Due from other governmental units	2,895
Prepaid Insurance	-
Total current assets	<u>1,516,971</u>
Other provisions	
Equipment (net of depreciation)	2,212,766
Amount provided for compensated absences	<u>1,119,618</u>
Total fixed assets	<u>3,332,384</u>
Total assets	<u><u>\$ 4,849,354</u></u>
LIABILITIES AND NET ASSETS	
LIABILITIES	
Current liabilities	
Accounts payable	\$ 189,712
Accrued liabilities	817,672
Due to other funds	-
Due to BCC	<u>509,587</u>
Total current liabilities	<u>1,516,971</u>
Noncurrent liabilities	
Other liabilities	
Accrued leave payable	<u>1,119,618</u>
Total liabilities	<u>2,636,588</u>
NET ASSETS	
Invested in capital assets	<u>2,212,766</u>
Total net assets	<u>2,212,766</u>
Total liabilities and net assets	<u><u>\$ 4,849,354</u></u>

COLUMBIA COUNTY SHERIFF

OPERATING FUND

STATEMENT OF REVENUES AND EXPENSES

For the Period Ended
September 30, 2021

REVENUES	<u>Operating Fund</u>
Appropriations	\$ 16,466,683
Grant revenue	40,806
Payroll reimbursements	329,615
Fingerprint revenues	10,515
Interest revenue	1,981
Inmate reimbursements	55,518
Miscellaneous revenue	284,348
Total revenues	<u>\$ 17,189,466</u>
EXPENSES	
Regular salaries	\$ 8,251,073
Overtime salaries	494,330
Special detail salaries	156,828
FICA	655,598
Retirement	1,830,609
Life and health insurance	1,810,185
Workers compensation	309,425
Unemployment compensation	7,774
Pre employment screenings	32,268
Professional services	100,000
Care of prisoners	468,107
Medical services	71,785
Other professional services	3,134
Investigative funds	5,742
Travel and per diem	29,630
Communication services	206,313
Postage	6,182
Utilities	12,249
Jail food	459,195
Insurance	352,424
Repair & maintenance-office	-
Repair & maintenance-other	18,940
Repair & maintenance-vehicles	157,038
Repair & maintenance-radios	-
Public education	839
Membership dues	9,046
Contractual services	32,563
Animal services	278
Other current charges	2,340
Office supplies	24,330
Operating supplies	225,820
Ammunition	13,005
Legal advertising	1,403
Gas, oil & lube	388,550
K-9 supplies	5,182
Training & education	29,596
Software & support	209,446
Rentals and leases-office	35,137
Rentals and leases-other	20,400
Uniforms	70,261
Vehicles	315,125
Other equipment	367,315
Total expenses	<u>\$ 17,189,466</u>

Vendor No: 105-1 BOARD OF COUNTY COMMISSIONERS

Our Customer No:

Invoice	Date	Description	Payable	Discount	Net Payable
102121	10/21/21	End of Year Un-Used Revenues	509,586.50	0.00	509,586.50

COLUMBIA CO. SHERIFF'S OFFICE Check No: 73024 10/21/21 BK:1 TOTAL \$509,586.50

Vendor No: 105-1 BOARD OF COUNTY COMMISSIONERS

Our Customer No:

Invoice	Date	Description	Payable	Discount	Net Payable
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COLUMBIA CO. SHERIFF'S OFFICE Check No: 73024 10/21/21 BK:1 TOTAL \$509,586.50

WARNING - THIS CHECK IS PROTECTED BY SPECIAL SECURITY GUARD PROGRAM™ FEATURES



COLUMBIA CO. SHERIFF'S OFFICE

4917 US HWY 90 E
LAKE CITY FL 32055 6288
Operating Cash
VOID AFTER 90 DAYS

First Federal Bank of Florida
2571 W US HIGHWAY 90 HWY
LAKE CITY FL 32055

1327090

Check Date	Check No	Amount
10/21/2021	73024	\$509,586.50

PAY **** FIVE HUNDRED NINE THOUSAND FIVE HUNDRED EIGHTY SIX AND 50/100 DOLLARS

TO THE ORDER OF BOARD OF COUNTY COMMISSIONERS
PO DRAWER 1529
LAKE CITY FL 32056-1529



Mark Hunter
Hatima Dicks

Authorized Signature

THIS CHECK CONTAINS MULTIPLE SECURITY FEATURES - SEE BACK FOR DETAILS

⑈ 73024 ⑈ ⑆ 263184488⑆ 1327090 ⑈