



Sheriff

RECOMMENDED FY25 BUDGET

\$30,586,508

FULL TIME EQUIVALENTS

192.80

MAXWELL UY, SHERIFF

MISSION STATEMENT

The mission of the Sheriff's Office is to provide general law enforcement, judicial enforcement, and specialized public safety services to the residents of Montgomery County in a lawful, fair, impartial, and non-discriminatory manner; and to ensure that Court mandates are carried out with respect for individual rights and freedoms. The Sheriff's Office is committed to establishing and maintaining cooperative working relationships with all other law enforcement, governmental, and criminal justice agencies, and the Courts to ensure that the residents of Montgomery County receive the full range of law enforcement services required for a safe and orderly society.

BUDGET OVERVIEW

The total recommended FY25 Operating Budget for the Sheriff's Office is \$30,586,508, an increase of \$1,626,858 or 5.62 percent from the FY24 Approved Budget of \$28,959,650. Personnel Costs comprise 85.14 percent of the budget for 190 full-time position(s) and five part-time position(s), and a total of 192.80 FTEs. Total FTEs may include seasonal or temporary positions and may also reflect workforce charged to or from other departments or funds. Operating Expenses account for the remaining 14.86 percent of the FY25 budget.

COUNTY PRIORITY OUTCOMES

While this program area supports all seven of the County Executive's Priority Outcomes, the following are emphasized:

- Safe Neighborhoods**
- Effective, Sustainable Government**

INITIATIVES

- Add one Human Resources Specialist to coordinate the Office's administrative and personnel functions, and to address vacancies.

INNOVATIONS AND PRODUCTIVITY IMPROVEMENTS

- The Office of the Sheriff partnered with other public safety agencies, local businesses, and higher education institutions to promote hiring opportunities including Planet Fitness, Montgomery College, Hood College, and Liberty University.

PROGRAM CONTACTS

Contact Mona Cabrera of the Sheriff's Office at 240.777.7000 or Derrick Harrigan of the Office of Management and Budget at 240.777.2759 for more information regarding this department's operating budget.

PROGRAM PERFORMANCE MEASURES

Performance measures for this department are included below (where applicable), with multi-program measures displayed at the front of this section and program-specific measures shown with the relevant program. The FY24 estimates reflect funding based on the FY24 Approved Budget. The FY25 and FY26 figures are performance targets based on the FY25 Recommended Budget and funding for comparable service levels in FY26.

PROGRAM DESCRIPTIONS

Administration

This division provides general administrative support to the Sheriff's Office including personnel and labor relation matters, planning and policy, training, background investigations, payroll, purchasing, internal investigations, automation, grants, and budget-related functions. The Administrative Division provides technical support for the Sheriff's Records Management System (E*Justice). The Administrative Division also oversees the Sheriff's compliance with recognized accreditation standards. The Assistant Sheriffs direct research and development of policies, procedures, and regulations to meet professional standards developed for law enforcement agencies.

The Assistant Sheriffs oversee internal investigations, represent the Sheriff's Office in legislative matters, and provide legal direction. The Sheriff's Office participates in school functions, civic association meetings, and serves on commissions and committees. The Sheriff's Office also serves on applicant, promotional, and disciplinary boards of other public safety agencies. Administrative personnel organize and teach in-service and specialized deputy training and periodic weapons qualification, as required by the Maryland Police Training Commission. The Sheriff's Office also responds to mutual-aid calls as necessary. The office also participates in law enforcement task forces and units such as the Special Response Team, Special Events Response Team, and Hostage Negotiation Team in cooperation with the Montgomery County Police Department, Montgomery County Fire and Rescue Services, and other law enforcement agencies.

Program Performance Measures	Actual FY22	Actual FY23	Estimated FY24	Target FY25	Target FY26
Number of Interim and Temporary Peace Orders received ¹	2,677	2,990	3,000	3,000	3,000
Number of Interim and Temporary Protective Orders received	5,333	5,712	5,700	5,700	5,700
Number of safety check violations resulting in arrest ²	1	0	0	0	0
Number of weapons seized as a result of Protective Orders	304	230	230	230	230

¹ The Sheriff's Office is required to immediately serve Court issued Peace and Protective orders in cases where petitioners seek protection from abuse. Each year, a higher number of Interim and Temporary Orders are received that require full processing through State and Federal law enforcement databases prior to physical service of the orders on the respondent.

² Safety checks involve efforts by Sheriff's deputies to ensure that victims are safe and court orders are being obeyed after the issuance of an Interim or Temporary Order. Safety checks are conducted by site visit or phone.

FY25 Recommended Changes	Expenditures	FTEs
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FY25 Recommended Changes	Expenditures	FTEs
FY24 Approved	5,089,458	24.36
Increase Cost: Restore One-time Lapse Increase	771,123	0.00
Restore: Restoration of One-Time Items Eliminated in FY24	121,411	0.00
Increase Cost: Promotional Exam Services	80,000	0.00
Add: Human Resources Specialist to Address Vacancies	74,455	1.00
Increase Cost: Ballistic Vest Replacements	48,000	0.00
Increase Cost: Three Percent Inflationary Adjustment to Non-Profit Service Provider Contracts	19,505	0.00
Technical Adj: FTE Adjustment	7,305	0.07
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	(484,927)	0.68
FY25 Recommended	5,726,330	26.11

☀ Civil Process

The Sheriff's Office is mandated to serve all civil processes as directed by the Courts or private litigants and file returns to the Court. These papers include summons, subpoenas, failure-to-pay rent notices, and other court documents. The Civil Process function is supported by deputies, who research and serve papers, and by administrative staff, who maintain the tracking process. The Sheriff's Office also executes court-ordered attachments, personal and real property seizures, and replevins (a civil action to recover property wrongfully held). As a final step in resolution of a court judgment, the Sheriff's Office conducts sales of seized or attached property. In the case of evictions, the Sheriff's Office restores real property to property owners by evicting tenants and their possessions as directed by the Court. When appropriate, tenants are referred to human service agencies.

FY25 Recommended Changes	Expenditures	FTEs
FY24 Approved	2,849,302	23.64
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	1,053,361	3.62
FY25 Recommended	3,902,663	27.26

☀ Courtroom/Courthouse Security and Transport

The Sheriff's Office is responsible for transporting inmates between the Montgomery County Correctional Facility (MCCF), Montgomery County Detention Center (MCDC), and various jails and court-holding facilities, as well as to and from healthcare facilities. The Sheriff's Office also guards inmates while at these facilities. When a writ is received from other counties, deputies are required to transport MCDC and MCCF inmates to other Maryland District and Circuit Courts. The Sheriff's Office administers temporary detention facilities in the Silver Spring and Rockville District Courts, the Circuit Court, and the Juvenile Court holding facility located in the South Tower of the Circuit Court complex.

The Sheriff's Office provides security for the County's Circuit Court and operates X-ray machines and magnetometers to screen visitors entering the buildings at three public entrances. The Sheriff's Office uses trained canines to detect explosives, weapons, and to serve as a general crime deterrent within the courthouses.

The Sheriff's Office Canine Section is also the primary responder for explosive device detection calls, Monday through Friday, and responds to mutual-aid calls from the Montgomery County Police Department, Montgomery County Fire and Rescue Services,

and other law enforcement agencies as necessary.

FY25 Recommended Changes	Expenditures	FTEs
FY24 Approved	13,388,743	86.50
Shift: Vehicles to the Motor pool Non-Departmental Account	(1,200,000)	0.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	852,478	(2.00)
FY25 Recommended	13,041,221	84.50

Criminal Process/Warrants and Extraditions

The Sheriff's Office is responsible for serving District Court civil warrants, District Court criminal warrants associated with domestic violence, all Circuit Court warrants, both adult and juvenile, and Child Support Enforcement warrants. The Warrant Section maintains on-line warrants in the following systems: Maryland Electronic Telecommunications Enforcement Resource System (METERS), National Crime Information Center (NCIC), and E*Justice. METERS and NCIC are used to share data with other State and Federal systems. E*Justice is a local database used by Montgomery County law enforcement agencies to track warrants. It also interfaces with the Law Enforcement Information Exchange to enable data sharing with law enforcement agencies in the National Capital Region. The Sheriff's Office also conducts investigations to locate and apprehend those fugitives for whom the Sheriff's Office holds a warrant. In addition, the Sheriff's Office is responsible for returning fugitives to Montgomery County from other jurisdictions for outstanding Circuit Court warrants and processing those fugitives when returned.

FY25 Recommended Changes	Expenditures	FTEs
FY24 Approved	2,520,962	20.50
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	(26,657)	(2.00)
FY25 Recommended	2,494,305	18.50

Domestic Violence

The Sheriff's Office is the lead agency in Montgomery County for serving court orders related to domestic violence, including Protective and Peace Orders. The Office is also responsible for serving Child Custody Orders. The Domestic Violence Section serves domestic violence court orders 24 hours a day, seven days a week. The Section works collectively with other County agencies to ensure that the petitioners are referred to essential County services available to them and their families. In an effort to enhance protection for the victims of domestic violence, the Sheriff's Office offers cellular phones to domestic violence victims. The Sheriff's Office also serves Emergency Evaluation Petitions that include obtaining custody and transporting residents to the hospital for court ordered mental evaluation.

FY25 Recommended Changes	Expenditures	FTEs
FY24 Approved	5,111,185	36.76
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	310,804	(0.33)
FY25 Recommended	5,421,989	36.43

BUDGET SUMMARY

	Actual FY23	Budget FY24	Estimate FY24	Recommended FY25	%Chg Bud/Rec
COUNTY GENERAL FUND					
EXPENDITURES					
Salaries and Wages	16,594,978	17,584,225	17,536,503	19,183,457	9.1 %
Employee Benefits	4,623,648	5,048,092	4,684,130	6,171,702	22.3 %
County General Fund Personnel Costs	21,218,626	22,632,317	22,220,633	25,355,159	12.0 %
Operating Expenses	4,264,589	5,424,109	5,692,923	4,229,420	-22.0 %
County General Fund Expenditures	25,483,215	28,056,426	27,913,556	29,584,579	5.4 %
PERSONNEL					
Full-Time	181	181	181	182	0.6 %
Part-Time	5	5	5	5	—
FTEs	186.62	187.00	187.00	188.07	0.6 %
REVENUES					
Other Charges/Fees	(4,182)	20,000	20,000	20,000	—
Sheriff Fees	771,773	800,000	800,000	800,000	—
Miscellaneous Revenues	5,007	4,000	4,000	4,000	—
County General Fund Revenues	772,598	824,000	824,000	824,000	—
GRANT FUND - MCG					
EXPENDITURES					
Salaries and Wages	478,033	462,002	462,002	522,189	13.0 %
Employee Benefits	139,002	124,097	124,097	162,615	31.0 %
Grant Fund - MCG Personnel Costs	617,035	586,099	586,099	684,804	16.8 %
Operating Expenses	288,688	317,125	317,125	317,125	—
Grant Fund - MCG Expenditures	905,723	903,224	903,224	1,001,929	10.9 %
PERSONNEL					
Full-Time	8	8	8	8	—
Part-Time	0	0	0	0	—
FTEs	5.14	4.76	4.76	4.73	-0.6 %
REVENUES					
Federal Grants	771,959	903,224	903,224	1,001,929	10.9 %
Other Intergovernmental	5,376	0	0	0	—
State Grants	59,927	0	0	0	—
Grant Fund - MCG Revenues	837,262	903,224	903,224	1,001,929	10.9 %
DEPARTMENT TOTALS					
Total Expenditures	26,388,938	28,959,650	28,816,780	30,586,508	5.6 %
Total Full-Time Positions	189	189	189	190	0.5 %
Total Part-Time Positions	5	5	5	5	—
Total FTEs	191.76	191.76	191.76	192.80	0.5 %
Total Revenues	1,609,860	1,727,224	1,727,224	1,825,929	5.7 %

FY25 RECOMMENDED CHANGES

	Expenditures	FTEs
COUNTY GENERAL FUND		
FY24 ORIGINAL APPROPRIATION	28,056,426	187.00
<u>Changes (with service impacts)</u>		
Add: Human Resources Specialist to Address Vacancies [Administration]	74,455	1.00
<u>Other Adjustments (with no service impacts)</u>		
Increase Cost: FY25 Compensation Adjustment	956,310	0.00
Increase Cost: Annualization of FY24 Compensation Increases	921,905	0.00
Increase Cost: Restore One-time Lapse Increase [Administration]	771,123	0.00
Increase Cost: Retirement Adjustment	484,164	0.00
Increase Cost: Overtime Adjustment	250,000	0.00
Restore: Restoration of One-Time Items Eliminated in FY24 [Administration]	121,411	0.00
Increase Cost: Promotional Exam Services [Administration]	80,000	0.00
Increase Cost: Ballistic Vest Replacements [Administration]	48,000	0.00
Increase Cost: Three Percent Inflationary Adjustment to Non-Profit Service Provider Contracts [Administration]	19,505	0.00
Technical Adj: FTE Adjustment [Administration]	7,305	0.07
Increase Cost: Printing and Mail	2,088	0.00
Technical Adj: Annualization of FY24 Personnel Costs	(1,875)	0.00
Decrease Cost: Motor Pool Adjustment	(91,092)	0.00
Decrease Cost: Elimination of One-Time Items Approved in FY24	(174,601)	0.00
Decrease Cost: Lapse Adjustment	(740,545)	0.00
Shift: Vehicles to the Motor pool Non-Departmental Account [Courtroom/Courthouse Security and Transport]	(1,200,000)	0.00
FY25 RECOMMENDED	29,584,579	188.07
GRANT FUND - MCG		
FY24 ORIGINAL APPROPRIATION	903,224	4.76
<u>Other Adjustments (with no service impacts)</u>		
Increase Cost: Annualization of FY24 Personnel Costs	98,705	(0.03)
FY25 RECOMMENDED	1,001,929	4.73

PROGRAM SUMMARY

Program Name	FY24 APPR Expenditures	FY24 APPR FTEs	FY25 REC Expenditures	FY25 REC FTEs
Administration	5,089,458	24.36	5,726,330	26.11
Civil Process	2,849,302	23.64	3,902,663	27.26
Courtroom/Courthouse Security and Transport	13,388,743	86.50	13,041,221	84.50
Criminal Process/Warrants and Extraditions	2,520,962	20.50	2,494,305	18.50

PROGRAM SUMMARY

Program Name	FY24 APPR Expenditures	FY24 APPR FTEs	FY25 REC Expenditures	FY25 REC FTEs
Domestic Violence	5,111,185	36.76	5,421,989	36.43
Total	28,959,650	191.76	30,586,508	192.80

FUNDING PARAMETER ITEMS

CE RECOMMENDED (\$000S)

Title	FY25	FY26	FY27	FY28	FY29	FY30
COUNTY GENERAL FUND						
EXPENDITURES						
FY25 Recommended	29,585	29,585	29,585	29,585	29,585	29,585
No inflation or compensation change is included in outyear projections.						
Annualization of Positions Recommended in FY25	0	25	25	25	25	25
New positions in the FY25 budget are generally assumed to be filled at least two months after the fiscal year begins. Therefore, the above amounts reflect annualization of these positions in the outyears.						
Elimination of One-Time Items Recommended in FY25	0	(451)	(451)	(451)	(451)	(451)
Items recommended for one-time funding in FY25, including overtime, promotional exams, and the restoration of costs eliminated from the base in FY24, will be eliminated from the base in the out-years.						
Restore One-Time Lapse Increase	0	741	741	741	741	741
Restores in FY26 the one-time lapse increase made in the FY25 budget.						
Labor Contracts	0	433	433	433	433	433
These figures represent the estimated annualized cost of general wage adjustments, service increments, and other negotiated items.						
Subtotal Expenditures	29,585	30,333	30,333	30,333	30,333	30,333

ANNUALIZATION OF FULL PERSONNEL COSTS

	FY25 Recommended		FY26 Annualized	
	Expenditures	FTEs	Expenditures	FTEs
Human Resources Specialist to Address Vacancies	74,455	1.00	99,273	1.00
Total	74,455	1.00	99,273	1.00

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