

**MEMORANDUM:**                      **Fiscal Services 23-035**

TO:                      Board of County Commissioners  
                                Darren Gray, County Manager

VIA:                      Lisa Spriggs, Chief of Administrative Services *LAS*  
                                Seminole County Sheriff's Office

FROM:                      Mary B. Hope, Director of Fiscal Services *MBH*  
                                Seminole County Sheriff's Office

DATE:                      October 24, 2023

SUBJECT:                      Sheriff's Office FY 2022/23 Budget Closeout – General Fund

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In accordance with Section 30.50(6), Florida Statutes, the Sheriff's Office has closed its financial accounts pertaining to FY 2022/23.

The unexpended General Fund balance of \$6,906,838.25 is being returned to the Board of County Commissioners (BCC) via a closeout check provided to the Office of the Clerk of the Circuit Court and Comptroller.

A Budget Amendment Request related to the Sheriff's Office FY 2022/23 Closeout and Appropriation will be scheduled on the November 14, 2023, BCC meeting to request approval to appropriate:

- (1) \$6,200,725.22 in purchase commitments for items not received by 9/30/2023, and
- (2) \$500,000.00 in budget savings requested to fund a portion of our agency's Mobile Command Vehicle Replacement.

The details of the Closeout and Appropriation request are noted in the chart below:

<b>Sheriff's Office FY 2022/23 General Fund Budget Closeout and FY 2023/24 Appropriation Request:</b>	
Return of Sheriff's Office Unexpended Funds	\$ 6,746,838.25
Return of Sheriff's Office Budgetary Contingency	160,000.00
<b>Total Return of Sheriff's Office General Fund Budget - Closeout</b>	<b>\$ 6,906,838.25</b>
<b>Budget Amendment Request to Appropriate Funding FY 2023/24:</b>	
Carryforward funds for purchases not completed by September 30, 2023 (see chart below)	\$ 6,200,725.22
Funding for Mobile Command Vehicle Replacement	500,000.00
<b>Total Appropriation Request</b>	<b>\$ 6,700,725.22</b>
<b>Net Return of Sheriff's Office General Fund Budget FY 2022/23</b>	<b>\$206,113.03</b>

<b>FY 2022/23 Purchases Not Completed by September 30, 2023</b>	
Vehicles and Vehicle-Related Equipment	\$ 4,153,967.10
New Helicopter Build-out (estimated completion mid-November)	1,826,046.32
Technology	130,202.62
Other Equipment/Supplies	90,509.18
<b>Carryforward funds- purchases not completed by September 30, 2023</b>	<b>\$ 6,200,725.22</b>

If you have any questions regarding this memo, please contact me at (407) 312-8778 or [mhope@seminolesheriff.org](mailto:mhope@seminolesheriff.org).

cc: Sheriff Dennis M. Lemma  
Lorie Bailey Brown, County Chief Financial Officer  
Timothy Jecks, Director, County Office of Management and Budget  
Jenny Spencer, Director, Clerk of the Circuit Court and Comptroller