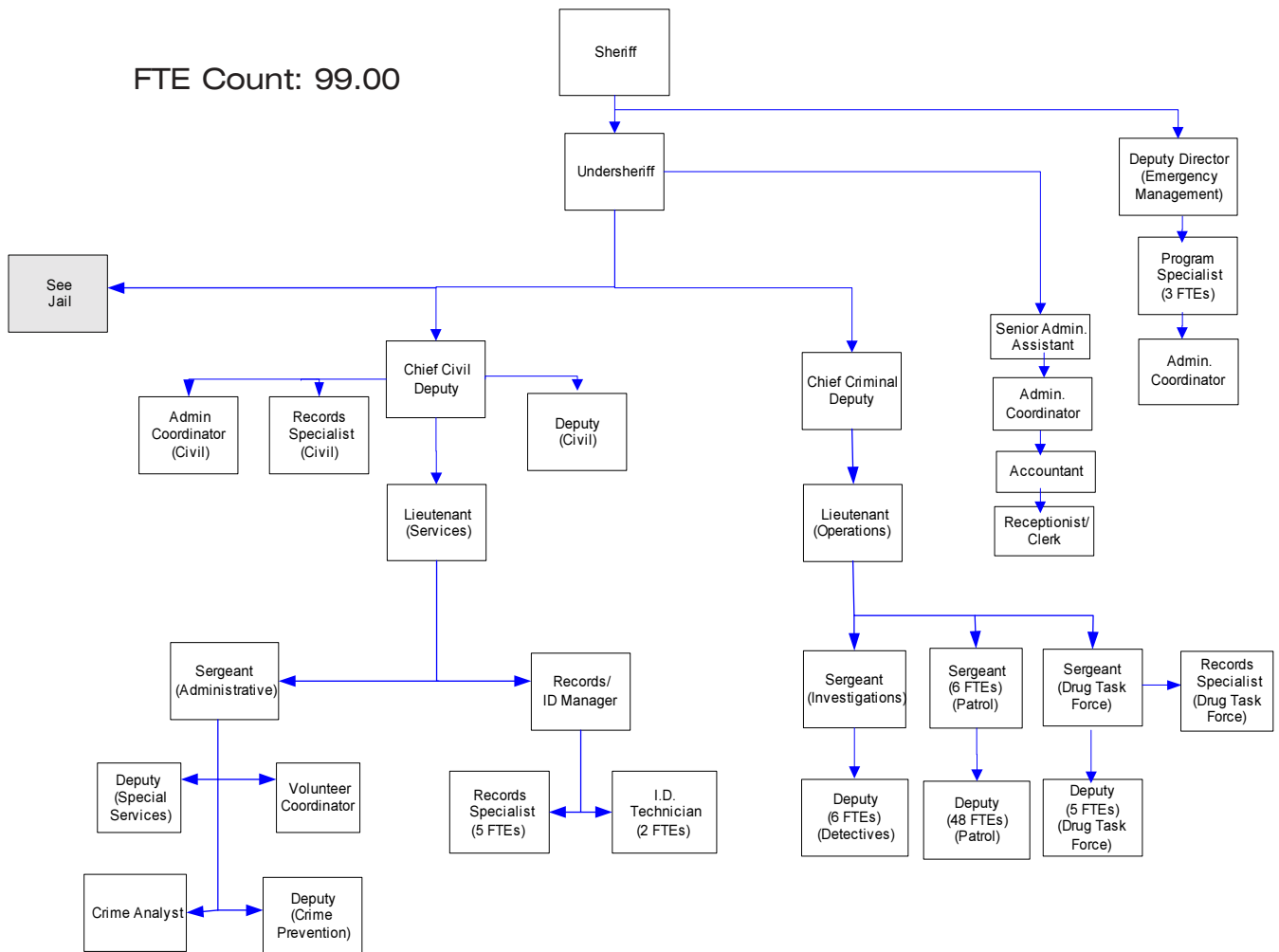


# County Sheriff's Office

An elected official, the County Sheriff is responsible for law enforcement in the unincorporated areas of Whatcom County. The sheriff also has several county-wide responsibilities (serving both the cities and unincorporated areas), including operating the county jail and coordinating professional and volunteer search & rescue efforts. The Sheriff's Emergency Management Division provides community education in disaster mitigation and preparedness, and plans for and coordinates disaster response and recovery efforts.



## Mission & Objectives

### Mission

#### Sheriff

Provide emergency response, law enforcement, and public safety services of the highest quality possible within financial, staffing, and operational limits, and consistently and continually strive to affirmatively promote, preserve, and enhance the peace, safety, and security of the citizens of Whatcom County.

#### Emergency Management

Develop and maintain a community infrastructure for emergency/disaster mitigation, planning, response and recovery, through public education, training, planning and team building.

### Objectives

#### Patrol, Investigations, Support

- Obtain necessary funding, equipment, infrastructure and technology to take advantage of technological advances in communications, information sharing, mobile reporting, and data access.
- Establish the ability to respond to neighborhood and community problems consistent with available resources and increase deputy sheriff availability and visibility. This includes the creation of an "east county resident deputy" position to address problems in communities from Paradise to Glacier. The creation of this position will also allow deputies more time to focus on problems in the other communities they are assigned to serve.
- Pursue funding to ensure continued effective delivery of emergency law enforcement and public safety services to all citizens and visitors of Whatcom County.
- Continue to pursue increased staffing in the support, investigations and patrol divisions to ensure that the capability of the Sheriff's Office to investigate crimes against persons and property meets or exceeds the public demand. Service responsibilities are outpacing our corresponding increase in personnel. The need for increased staffing has been supported by several reviews and studies as well as population growth forecasts.
- Provide adequate resources to enhance officer safety for our personnel, and improve the ability to provide readily available back up to officers engaged in dangerous situations.
- Improve the Sheriff's Office's ability to rapidly and effectively respond to critical incidents and emergencies. This includes a continuation of programs involving deputy sheriffs reporting directly to their assigned areas, the maintenance of off-site offices, and the use of technology to increase the time deputies are able to spend in their patrol areas.
- Aggressively attack the emerging problems associated with the illicit manufacture and distribution of methamphetamine and hazards associated with clandestine laboratories and dump sites. This includes the creation of one uniformed deputy position to respond to, investigate and deter the manufacture and disposal of methamphetamine related substances and other drug dealing and manufacturing resulting in neighborhood problems. This plan also involves the continuation of funding for a receptionist position at the Drug Task Force.
- Work towards securing and implementing new

## Objectives continued

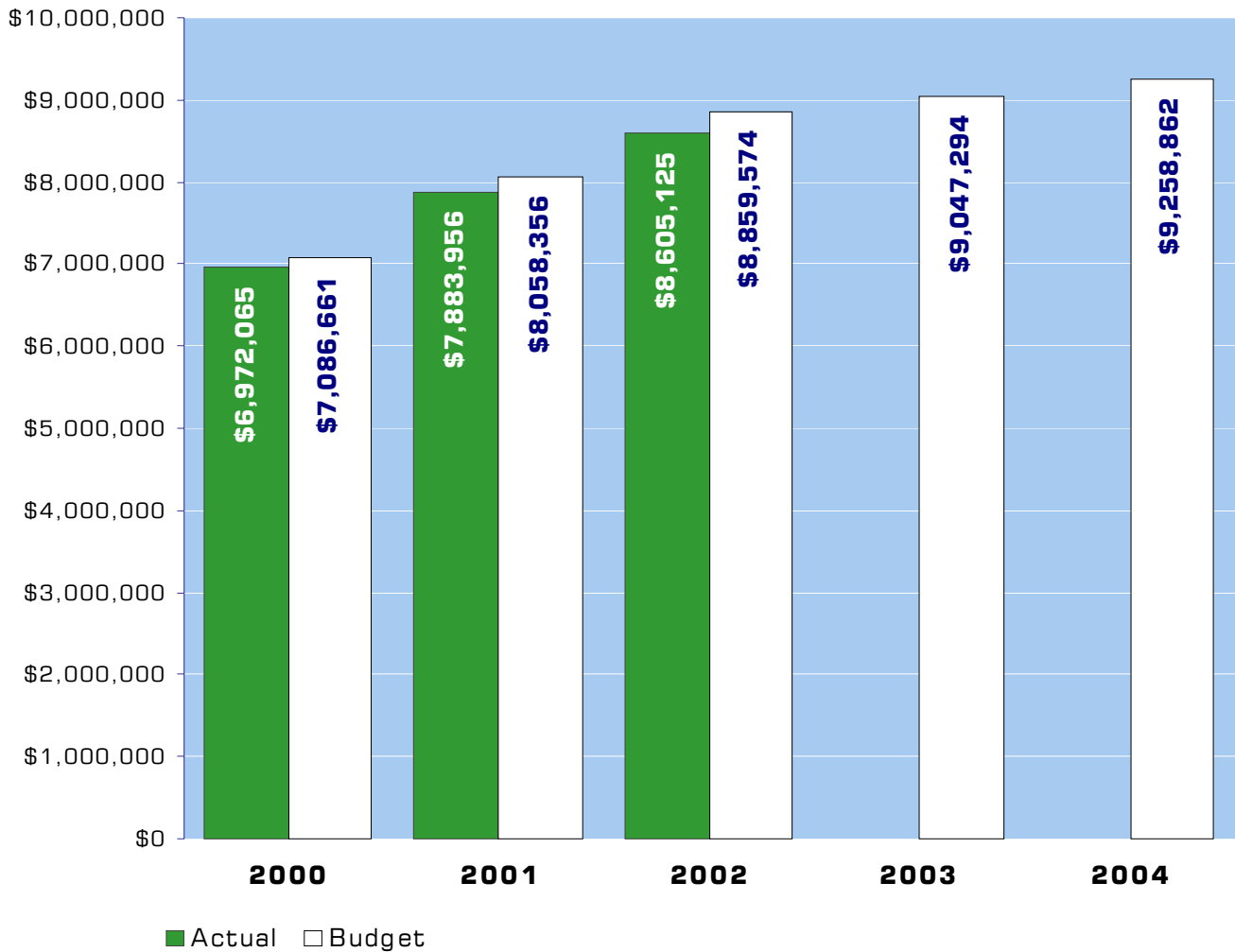
technology to aid in officer safety and self defense.

- Provide ongoing training to commissioned personnel in the areas of interviewing, major crimes investigations, and crime scene investigations.
- Obtain software and barcoding equipment to allow swift entry of evidence into a master log that scans each item by a barcode. This will more efficiently identify, enter, store, and maintain items placed into evidence for criminal trails, safekeeping, and seizure efforts.

## Emergency Management

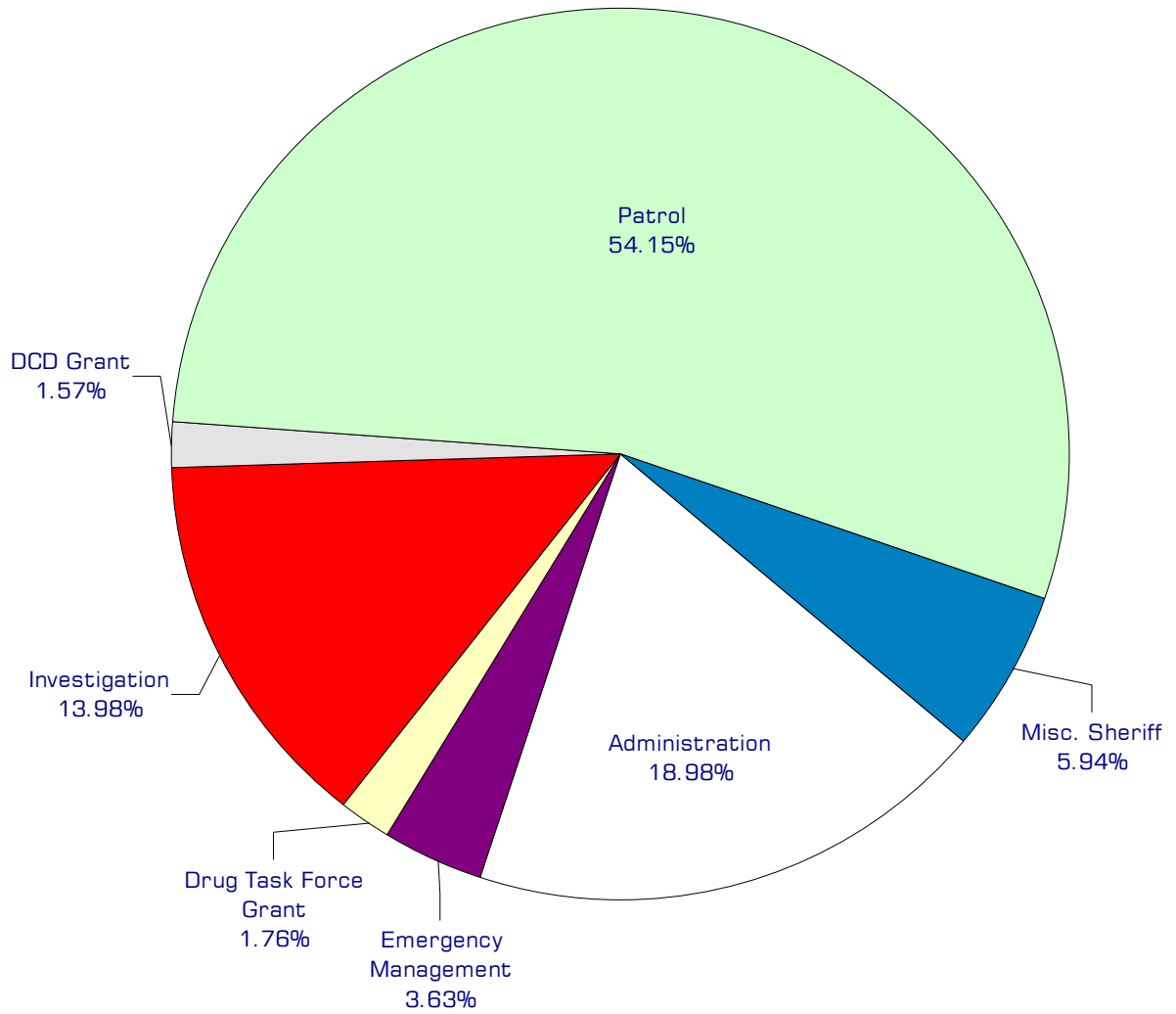
- Coordinate all jurisdictional counter-terrorism efforts and Department of Homeland Security activities.
- Develop a local homeland security strategy.
- Implement local and state homeland security strategies.
- Effectively respond to multi-jurisdictional/multi-agency incidents.
- Act as lead agency of the county-wide emergency communication project.
- Implement and exercise the emergency plans of Emergency Management Council jurisdictions.
- Comply with federal guidelines in the development of a countywide hazard mitigation plan.
- Expand and coordinate the Community Emergency Response Team (CERT) program.

## Expenditure Trends



NOTE: Capital expenditures and interfund operating transfers are not shown to more accurately reflect ongoing operational costs.

## 2004 Budget by Program



*NOTE: Capital expenditures and interfund operating and residual equity transfers are not shown to more accurately reflect ongoing operational costs.*

# Program Summary

	Actual 2000	Actual 2001	Actual 2002	Amended Budget 2003	Budget 2004	\$ Change 2003 to 2004	% Change 2003 to 2004
<b>OPERATIONS</b>							
<b>General Fund</b>							
2900 Sheriff Administration	1,464,081	1,555,955	1,638,923	1,629,111	1,757,035	127,924	7.85%
2910 Investigations	1,040,277	1,214,113	1,189,552	1,230,467	1,294,146	63,679	5.18%
2920 Patrol	3,661,770	4,316,045	4,591,565	4,747,091	5,013,227	266,136	5.61%
2925 Off-Site Offices	-	-	-	76,929	18,300	(58,629)	-76.21%
2930 Special Units	73,552	83,309	85,213	88,695	91,502	2,807	3.16%
2932 Traffic Safety	-	-	-	16,437	32,885	16,448	100.07%
2940 Training	32,355	29,481	49,719	53,044	49,805	(3,239)	-6.11%
2945 LEOFF I	-	-	-	127,064	133,800	6,736	5.30%
2950 East Side Deputy	-	-	-	-	87,110	87,110	0.00%
2960 Boating Safety Program	15,513	11,271	18,278	60,118	60,118	-	0.00%
2965 Reimbursable Overtime	-	80,292	293,804	323,159	15,663	(307,496)	-95.15%
2970 Drug Task Force Grant	117,410	146,414	150,797	141,720	162,791	21,071	14.87%
2975 Peace Arch Rally	119,663	12,971	-	-	-	-	0.00%
2980 DCD Grant- Border	119,663	146,797	144,591	140,715	145,376	4,661	3.31%
2985 LLEB Grant	-	4,640	22,864	24,747	-	(24,747)	-100.00%
2990 Sheriff - HIDTA Grant	56,192	30,628	56,723	13,900	-	(13,900)	-100.00%
2995 Cops More Grant	-	460	31,755	-	-	-	0.00%
16700 Emergency Management	271,589	243,346	327,997	369,097	336,148	(32,949)	-8.93%
16720 CERT Program	-	801	3,344	5,000	5,000	-	0.00%
16735 Homeland Security Grant	-	-	-	-	55,956	55,956	0.00%
16775 Peace Arch Rally	-	7,433	-	-	-	-	0.00%
<i>Total Sheriff Operations</i>	<b>6,972,065</b>	<b>7,883,956</b>	<b>8,605,125</b>	<b>9,047,294</b>	<b>9,258,862</b>	<b>211,568</b>	<b>2.34%</b>
<b>CAPITAL</b>							
<b>General Fund</b>							
2900 Sheriff Administration	13,002	2,781	3,412	-	12,000	12,000	0.00%
2910 Investigations	4,381	5,331	4,643	5,500	31,781	26,281	477.84%
2920 Patrol	24,286	13,062	30,505	-	-	-	0.00%
2925 Off-Site Offices	-	-	-	15,505	-	(15,505)	-100.00%
2960 Boating Safety Program	1,434	-	1,666	-	-	-	0.00%
2985 LLEB Grant	-	-	34,801	21,391	-	(21,391)	-100.00%
2990 Sheriff - HIDTA Grant	118,896	21,251	56,650	17,090	-	(17,090)	-100.00%
2995 Cops More Grant	-	1,150	-	-	-	-	0.00%
167 Emergency Management	5,025	4,364	-	8,778	17,500	8,722	99.36%
<i>Total Sheriff Capital</i>	<b>167,024</b>	<b>47,939</b>	<b>131,677</b>	<b>68,264</b>	<b>61,281</b>	<b>(6,983)</b>	<b>-10.23%</b>

Program Summary continued

	Actual 2000	Actual 2001	Actual 2002	Amended Budget 2003	Budget 2004	\$ Change 2003 to 2004	% Change 2003 to 2004
<b>TRANSFERS</b>							
<b>General Fund</b>							
2900 Sheriff Administration	-	3,803	-	2,000	2,000	-	0.00%
2910 Investigations	-	5,075	-	-	-	-	0.00%
2920 Patrol	13,112	173,512	-	-	69,000	69,000	0.00%
2930 Special Units	-	342	-	-	-	-	0.00%
2940 Training	-	-	10,877	11,965	11,259	(706)	-5.90%
2950 East Side Deputy	-	-	-	-	34,500	34,500	0.00%
2970 DTF Grant	-	349	-	-	-	-	0.00%
2980 DCD Grant - Border	-	601	-	-	-	-	0.00%
167 Emergency Management	-	2,248	-	-	-	-	0.00%
<i>Total Sheriff Transfers</i>	13,112	185,930	10,877	13,965	116,759	102,794	736.08%
<b>TOTAL SHERIFF</b>	7,152,201	8,117,825	8,747,679	9,129,523	9,436,902	307,379	3.37%

## 2004 Funding Sources

General Fund	7,582,524
Intergovernmental Revenues	345,261
Road Levy Diversion	706,530
Charges for Services	118,982
Emergency Services Support	140,603
Miscellaneous Revenues	121,552
Operating Transfer-Drug Fund	229,400
*Fund Balance	14,010
<b>Total Funding</b>	<b>9,258,862</b>

### Road Levy Diversion

A direct diversion of part of the Road Fund's property tax revenues is used to fund Sheriff's Department deputies for traffic related work.

### Charges for Services

Fees charged for various activities such as fingerprinting, civil service, and reimbursable overtime.

### Emergency Services Support

The incorporated cities of Whatcom County and the Port of Bellingham contribute revenue to partially fund the Sheriff's Emergency Management operations.

### Operating Transfer In from Drug Fund

To fund drug task force operations.

### General Fund

Undedicated General Fund resources.

### Intergovernmental Revenues

The Sheriff's Department receives federal and state grants for specific operations it performs. These operations include Narcotics Task Force, Homeland Security, Traffic Safety, and Forest Patrol.

### Miscellaneous Revenue

Includes vessel registration fees for the boating safety program and the department's share of timber taxes and sales as a result of receiving diverted road taxes.

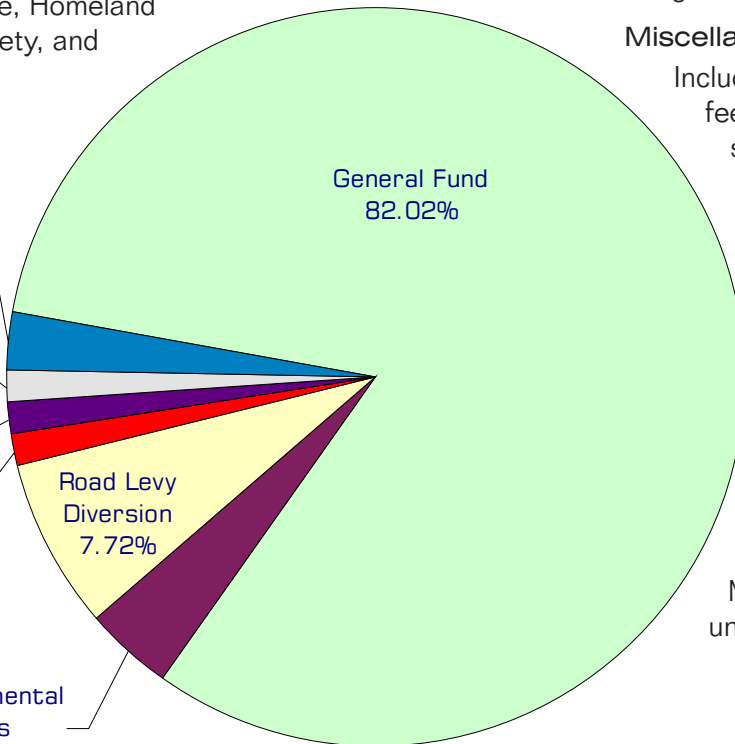
Operating Transfer-Drug Fund  
2.48%

Miscellaneous Revenues  
1.31%

Emergency Services Support  
1.54%

Charges for Services  
1.30%

Intergovernmental Revenues  
3.73%



**Fund Balance**  
The 2004 budget provides for spending down \$14,010 of the Emergency Management fund's unreserved fund balance.

\*Fund balance is not shown in chart.

## Performance / Activity Measures

	Actual 2000	Actual 2001	Actual 2002	Projected 2003	Projected 2004
<i>Civil Department</i>					
Personal Property Sales	11	8	7	5	5
Writs of Attachment - Real Property	9	2	2	2	2
Subpoenas to deputies	4,969	5,412	6,555	6,700	6,850
Real property sales	26	13	16	26	30
Writs of Replevin	8	8	3	6	6
Writs of Restitution (evictions)	228	222	264	317	360
Attorney papers served	2,006	1,877	1,936	2,000	2,075
Subpoenas mailed	2,179	1,018	918	800	800
Writs of Habeas Corpus	1	1	3	10	15
Total Eviction Writs and Sales	293	256	297	300	350
Fees Collected	40,648	43,221	43,500	42,500	44,000
Total Civil Papers Served/Mailed	9,154	8,307	9,409	9,500	9,725
Writs of Attachment - Personal Property	10	2	2	3	4
<i>Records and Identification Bureau</i>					
Domestic Orders Received	971	1,145	1,042	1,125	1,200
Citations Issued	8,376	8,144	10,185	10,100	11,000
Firearm Purchases	900	995	747	825	900
Concealed Pistol licenses	485	924	935	900	950
Domestic Orders Served	322	365	283	280	300
Warrants Served	1,692	1,532	956	1,100	1,200
Records Checks	726	980	1,255	1,250	1,300
Fingerprints (applicants and Jail)	6,421	5,709	5,756	5,700	5,758
Sex Offender Registrations	261	289	318	300	325
Warrants Received	3,168	3,218	2,303	2,300	2,400
<i>Emergency Management</i>					
On-scene responses and/or EOC activations	23	21	18	25	25
CERT Students Enrolled in Classes	67	48	40	100	100
Logged incidents	102	126	89	100	100
Weather bulletins issued	6	11	20	25	25
<i>Operations</i>					
<i>Investigations and Patrol</i>					
Total Part One (Violent) Crimes	1,901	2,004	2,181	2,450	2,300
Calls for Service	24,411	24,648	26,930	28,815	31,000
Total Part Two (Property) Crimes	4,809	4,637	5,014	5,100	5,200
Stolen Property (\$)	2,081,248	2,510,346	2,768,961	2,400,000	2,500,000
Recovered Stolen Property (\$)	741,222	707,351	802,299	780,000	800,000

# Expenditures Summary

	Actual 2000	Actual 2001	Actual 2002	Amended Budget 2003	Budget 2004	\$ Change 2003 to 2004	% Change 2003 to 2004
<b>GENERAL FUND</b>							
2900 Administration							
Salaries & Wages	566,661	600,152	610,513	656,817	719,074	62,257	9.48%
Benefits	180,697	229,169	249,161	151,824	197,826	46,002	30.30%
Supplies	102,088	96,524	99,963	84,613	82,174	(2,439)	-2.88%
Other Services & Charges	614,635	630,110	679,286	735,857	757,961	22,104	3.00%
Capital Outlay	13,002	2,781	3,412	-	12,000	12,000	0.00%
Operating Transfers	-	3,803	-	2,000	2,000	-	0.00%
<i>Total Administration</i>	<i>1,477,083</i>	<i>1,562,539</i>	<i>1,642,335</i>	<i>1,631,111</i>	<i>1,771,035</i>	<i>139,924</i>	<i>8.58%</i>
2910 Investigations							
Salaries & Wages	778,377	865,545	881,869	903,489	930,268	26,779	2.96%
Benefits	195,299	262,346	233,459	244,955	273,183	28,228	11.52%
Supplies	-	1,786	4,135	-	4,500	4,500	0.00%
Other Services & Charges	66,601	84,436	70,089	82,023	86,195	4,172	5.09%
Capital Outlay	4,381	5,331	4,643	5,500	31,781	26,281	477.84%
Operating Transfers	-	5,075	-	-	-	-	0.00%
<i>Total Investigations</i>	<i>1,044,658</i>	<i>1,224,519</i>	<i>1,194,195</i>	<i>1,235,967</i>	<i>1,325,927</i>	<i>89,960</i>	<i>7.28%</i>
2920 Patrol							
Salaries & Wages	2,483,507	2,917,515	3,061,861	3,108,151	3,233,029	124,878	4.02%
Benefits	621,404	776,746	774,863	880,031	991,741	111,710	12.69%
Supplies	6,198	8,542	23,854	43,469	48,217	4,748	10.92%
Other Services & Charges	550,661	613,242	730,987	715,440	740,240	24,800	3.47%
Capital Outlay	24,286	13,062	30,505	-	-	-	0.00%
Operating Transfers	10,000	26,166	-	-	-	-	0.00%
Residual Equity Transfers	3,112	147,346	-	-	69,000	69,000	0.00%
<i>Total Patrol</i>	<i>3,699,168</i>	<i>4,502,619</i>	<i>4,622,070</i>	<i>4,747,091</i>	<i>5,082,227</i>	<i>335,136</i>	<i>7.06%</i>
2925 Off-Site Offices							
Supplies	-	-	-	46,706	-	(46,706)	-100.00%
Other Services & Charges	-	-	-	30,223	18,300	(11,923)	-39.45%
Capital Outlay	-	-	-	15,505	-	(15,505)	-100.00%
<i>Total Special Units</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>92,434</i>	<i>18,300</i>	<i>(74,134)</i>	<i>-80.20%</i>
2930 Special Units							
Salaries & Wages	51,550	57,727	60,311	62,697	62,659	(38)	-0.06%
Benefits	13,002	16,582	15,662	16,758	18,043	1,285	7.67%
Other Services & Charges	9,000	9,000	9,240	9,240	10,800	1,560	16.88%
Operating Transfers	-	342	-	-	-	-	0.00%
<i>Total Special Units</i>	<i>73,552</i>	<i>83,651</i>	<i>85,213</i>	<i>88,695</i>	<i>91,502</i>	<i>2,807</i>	<i>3.16%</i>
2932 Traffic Safety							
Salaries & Wages	-	-	-	15,108	30,232	15,124	100.11%
Benefits	-	-	-	1,329	2,653	1,324	99.62%
<i>Total Traffic Safety</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>16,437</i>	<i>32,885</i>	<i>16,448</i>	<i>100.07%</i>

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Expenditures Summary continued

	Actual 2000	Actual 2001	Actual 2002	Amended Budget 2003	Budget 2004	\$ Change 2003 to 2004	% Change 2003 to 2004
2940 Training							
Supplies	-	-	10,545	11,269	12,500	1,231	10.92%
Other Services & Charges	32,355	29,481	39,174	41,775	37,305	(4,470)	-10.70%
Operating Transfers	-	-	10,877	11,965	11,259	(706)	-5.90%
<i>Total Training</i>	<i>32,355</i>	<i>29,481</i>	<i>60,596</i>	<i>65,009</i>	<i>61,064</i>	<i>(3,945)</i>	<i>-6.07%</i>
2945 LEOFF I							
Benefits	-	-	-	124,064	130,800	6,736	5.43%
Other Services & Charges	-	-	-	3,000	3,000	-	0.00%
<i>Total LEOFF I</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>127,064</i>	<i>133,800</i>	<i>6,736</i>	<i>5.30%</i>
2950 East Side Deputy							
Salaries & Wages	-	-	-	-	45,221	45,221	0.00%
Benefits	-	-	-	-	14,859	14,859	0.00%
Supplies	-	-	-	-	3,500	3,500	0.00%
Other Services & Charges	-	-	-	-	23,530	23,530	0.00%
Residual Equity Transfers	-	-	-	-	34,500	34,500	0.00%
<i>Total Boating Safety Prog.</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>121,610</i>	<i>121,610</i>	<i>0.00%</i>
2960 Boating Safety Program							
Supplies	8,949	8,542	7,630	26,118	26,118	-	0.00%
Other Services & Charges	6,564	2,729	10,648	34,000	34,000	-	0.00%
Capital Outlay	1,434	-	1,666	-	-	-	0.00%
<i>Total Boating Safety Prog.</i>	<i>16,947</i>	<i>11,271</i>	<i>19,944</i>	<i>60,118</i>	<i>60,118</i>	<i>-</i>	<i>0.00%</i>
2965 Reimbursable Overtime							
Salaries & Wages	-	65,983	240,413	287,999	13,775	(274,224)	-95.22%
Benefits	-	14,309	53,391	35,160	1,888	(33,272)	-94.63%
<i>Total Reimbursable Overtime</i>	<i>-</i>	<i>80,292</i>	<i>293,804</i>	<i>323,159</i>	<i>15,663</i>	<i>(307,496)</i>	<i>-95.15%</i>
2970 DTF Grant							
Salaries & Wages	53,763	61,445	61,725	61,711	62,042	331	0.54%
Benefits	13,990	17,670	15,841	16,617	17,941	1,324	7.97%
Supplies	1,720	417	3,088	2,168	2,168	-	0.00%
Other Services & Charges	47,937	66,882	70,143	61,224	80,640	19,416	31.71%
Operating Transfers	-	349	-	-	-	-	0.00%
<i>Total DTF Grant</i>	<i>117,410</i>	<i>146,763</i>	<i>150,797</i>	<i>141,720</i>	<i>162,791</i>	<i>21,071</i>	<i>14.87%</i>
2975 Peace Arch Rally							
Salaries & Wages	94,574	11,441	-	-	-	-	0.00%
Benefits	25,089	1,530	-	-	-	-	0.00%
<i>Total Peace Arch Rally</i>	<i>119,663</i>	<i>12,971</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>0.00%</i>
2980 DCD Grant - Border							
Salaries & Wages	94,574	112,851	114,245	109,091	109,838	747	0.68%
Benefits	25,089	33,946	30,346	31,624	34,338	2,714	8.58%
Other Services & Charges	-	-	-	-	1,200	1,200	0.00%
Operating Transfers	-	601	-	-	-	-	0.00%
<i>Total DCD Grant - Border</i>	<i>119,663</i>	<i>147,398</i>	<i>144,591</i>	<i>140,715</i>	<i>145,376</i>	<i>4,661</i>	<i>3.31%</i>

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Expenditures Summary continued

	Actual 2000	Actual 2001	Actual 2002	Amended Budget 2003	Budget 2004	\$ Change 2003 to 2004	% Change 2003 to 2004
2985 LLEB Grant							
Supplies	-	4,640	22,864	21,161	-	(21,161)	-100.00%
Other Services & Charges	-	-	-	3,586	-	(3,586)	-100.00%
Capital Outlay	-	-	34,801	21,391	-	(21,391)	-100.00%
<i>Total LLEB Grant</i>	-	4,640	57,665	46,138	-	(46,138)	-100.00%
2990 Sheriff - HIDTA Grant							
Supplies	19,580	1,639	26,161	4,500	-	(4,500)	-100.00%
Other Services & Charges	36,612	28,989	30,562	9,400	-	(9,400)	-100.00%
Capital Outlay	118,896	21,251	56,650	17,090	-	(17,090)	-100.00%
<i>Total Sheriff - HIDTA Grant</i>	175,088	51,879	113,373	30,990	-	(30,990)	-100.00%
2995 Cops More Grant							
Salaries & Wages	-	-	22,166	-	-	-	0.00%
Benefits	-	-	6,062	-	-	-	0.00%
Supplies	-	460	2,119	-	-	-	0.00%
Other Services & Charges	-	-	1,408	-	-	-	0.00%
Capital Outlay	-	1,150	-	-	-	-	0.00%
<i>Total Cops More Grant</i>	-	1,610	31,755	-	-	-	0.00%
<i>Total General Fund</i>	6,875,587	7,859,633	8,416,338	8,746,648	9,022,298	275,650	3.15%
<b>167 EMERGENCY MANAGEMENT FUND</b>							
16700 Emergency Management							
Salaries & Wages	126,541	136,909	172,583	176,315	187,429	11,114	6.30%
Benefits	31,991	41,909	44,653	48,442	53,719	5,277	10.89%
Supplies	4,358	6,499	6,418	9,232	7,440	(1,792)	-19.41%
Other Services & Charges	108,699	58,029	104,343	135,108	87,560	(47,548)	-35.19%
Capital Outlay	5,025	4,364	-	8,778	5,000	(3,778)	-43.04%
Operating Transfers	-	2,248	-	-	-	-	0.00%
<i>Total Emergency Mgmt</i>	276,614	249,958	327,997	377,875	341,148	(36,727)	-9.72%
16720 CERT Program							
Supplies	-	801	3,344	5,000	5,000	-	0.00%
<i>Total CERT Program</i>	-	801	3,344	5,000	5,000	-	0.00%
16735 Homeland Security Grant							
Salaries & Wages	-	-	-	-	37,872	37,872	0.00%
Benefits	-	-	-	-	12,084	12,084	0.00%
Other Services & Charges	-	-	-	-	6,000	6,000	0.00%
Capital Outlay	-	-	-	-	12,500	12,500	0.00%
<i>Total Homeland Security Grant</i>	-	-	-	-	68,456	68,456	0.00%
16775 Peace Arch Rally							
Salaries & Wages	-	101	-	-	-	-	0.00%
Benefits	-	13	-	-	-	-	0.00%
Supplies	-	4,544	-	-	-	-	0.00%
Other Services & Charges	-	2,775	-	-	-	-	0.00%
<i>Total Peace Arch Rally</i>	-	7,433	-	-	-	-	0.00%
<i>Total Emergency Management</i>	276,614	258,192	331,341	382,875	414,604	31,729	8.29%
<b>TOTAL SHERIFF</b>	7,152,201	8,117,825	8,747,679	9,129,523	9,436,902	307,379	3.37%