

INTAKE RECORDS - 06

The Intake and Records Division is comprised of three sections. The Records Section receives and closes criminal warrants as prescribed by Federal and State law. The Intake Section photographs, fingerprints and serves warrants on persons arrested and transported from various law enforcement and court facilities. This section operates on a 24-hour, seven-days-a-week basis. The Warrant Clerical Section is responsible for placing warrants on the computer, for closing warrants, and for responding to warrant information requests from other law enforcement agencies. This section also updates criminal warrants files. The FY2004 proposed compensation increase in this division includes salary enhancements for 20 civilian staff members.

	FY2002 ACTUAL	FY2003 BUDGET	FY2003 ESTIMATED	FY2004 PROPOSED	CHANGE FY2003-FY2004
EXPENDITURE SUMMARY					
Compensation	\$ 1,355,961	\$ 1,475,400	\$ 1,239,500	\$ 1,513,400	2.6%
Fringe Benefits	348,899	395,600	332,200	472,000	19.3%
Operating Expenses	3,684	40,400	13,700	23,400	-42.1%
Capital Outlay	0	0	0	0	0%
Sub-Total	\$ 1,708,544	\$ 1,911,400	\$ 1,585,400	\$ 2,008,800	5.1%
Recoveries	0	0	0	0	0%
TOTAL	\$ 1,708,544	\$ 1,911,400	\$ 1,585,400	\$ 2,008,800	5.1%
STAFF					
Full Time - Civilian	-	29	-	29	0%
Full Time - Sworn	-	24	-	24	0%
Part Time	-	0	-	0	0%
Limited Term Grant	-	0	-	0	0%