

**BOARD OF COUNTY COMMISSIONERS**  
**SARPY COUNTY, NEBRASKA**

**RESOLUTION INCREASING APPROPRIATIONS FOR SHERIFF 2013 FY BUDGET**

WHEREAS, pursuant to Neb. Rev. Stat. §23-104(6) (Reissue 2007), the County has the power to do all acts in relation to the concerns of the County necessary to the exercise of its corporate powers; and,

WHEREAS, pursuant to Neb. Rev. Stat. §23-103 (Reissue 2007), the powers of the County as a body are exercised by the County Board; and,

WHEREAS, additional appropriations are needed for the continued operation of the Sheriff 2013 FY budget.

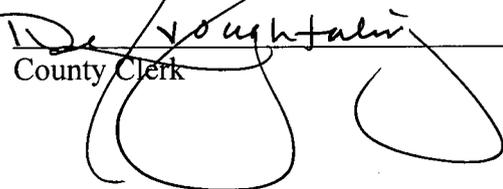
NOW, THEREFORE, BE IT RESOLVED, By the Sarpy County Board of Commissioners, that the following budgetary transfers are hereby approved:

Transfer to:	Sheriff (01065107 570210)	\$ 39,000
Transfer from:	Juvenile Justice Center (01066907 570210)	\$ 39,000

The above Resolution was approved by a vote of the Sarpy County Board of Commissioners at a public meeting duly held in accordance with applicable law on the 25<sup>th</sup> day of June, 2013.

  
\_\_\_\_\_  
Sarpy County Board Chairman

Attest:  
SEAL 

  
\_\_\_\_\_  
County Clerk

YTD BUDGET REPORT

2013 FY

FOR 2013 99

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
0100 COUNTY GENERAL	APPROX	ADJSTMTS	BUDGET			BUDGET	USED

65100 SHERIFF

01065101 SHERIFF PERSONAL SERV EXPENSE

01065101 510100	OFFICIALS SALARY	111,776	.00	111,776.00	107,423.55	.00	4,352.45	96.1%
01065101 510200	DEPUTYS SALARY	106,481	.00	106,481.00	102,386.00	.00	4,095.00	96.2%
01065101 510300	REGULAR TIME SALAR	650,688	.00	650,688.00	625,962.11	.00	24,725.89	96.2%
01065101 510301	REGULAR TIME SALAR	183,869	.00	183,869.00	176,914.20	.00	6,954.80	96.2%
01065101 510305	REG TIME SALARY CL	559,350	.00	559,350.00	537,068.94	.00	22,281.06	96.0%
01065101 510500	OVERTIME	33,000	.00	33,000.00	70,508.73	.00	-37,508.73	213.7%
01065101 510501	OVERTIME-HOLIDAY	2,000	.00	2,000.00	495.78	.00	1,504.22	24.8%
01065101 510502	OVERTIME-COURT	100	.00	100.00	.00	.00	100.00	.0%
01065101 510503	OVERTIME-TRAINING	4,000	.00	4,000.00	1,325.08	.00	2,674.92	33.1%
01065101 510901	RETIREMENT CONTRIB	129,621	.00	129,621.00	127,519.87	.00	2,101.13	98.4%
01065101 511000	SOCIAL SECURITY	126,322	.00	126,322.00	117,469.75	.00	8,852.25	93.0%
01065101 511100	UNIFORM ALLOWANCE	20,320	.00	20,320.00	18,869.57	.00	1,450.43	92.9%
TOTAL SHERIFF PERSONAL SERV EX		1,927,527	.00	1,927,527.00	1,885,943.58	.00	41,583.42	97.8%

01065102 SHERIFF OPER EXPENSE

01065102 520200	TELEPHONE SERVICE	4,700	.00	4,700.00	4,575.52	.00	124.48	97.4%
01065102 520201	COMPUTER ACCESS	1,200	.00	1,200.00	952.38	.00	247.62	79.4%
01065102 520400	RADIO REPAIR	250	.00	250.00	.00	.00	250.00	.0%
01065102 521200	OFFICE EQUIPMENT R	800	.00	800.00	286.10	.00	513.90	35.8%
01065102 521400	AUTO MAINTENANCE	11,000	.00	11,000.00	14,213.93	.00	-3,213.93	129.2%
01065102 521600	OTHER EQUIP REPAIR	300	.00	300.00	3,187.44	.00	-2,887.44	1062.5%
01065102 521701	TRAVEL EXPENSES-ME	1,000	.00	1,000.00	2,123.59	.00	-1,123.59	212.4%
01065102 521702	TRAVEL EXPENSES-LO	2,000	.00	2,000.00	2,302.98	.00	-302.98	115.1%
01065102 521703	TRANS-COMMERCIAL	500	.00	500.00	1,248.50	.00	-748.50	249.7%
01065102 521704	TRAVEL EXPENSES-MI	2,100	.00	2,100.00	2,015.19	.00	84.81	96.0%
01065102 521705	VEHICLE RENTAL	100	.00	100.00	156.59	.00	-56.59	156.6%
01065102 521801	DUES & SUBSCRIPTIO	5,000	.00	5,000.00	4,811.90	.00	188.10	96.2%
01065102 521907	CHAPLAIN EXPENSES	1,000	.00	1,000.00	808.71	.00	191.29	80.9%
01065102 522000	PRINTING & PUBLICA	6,000	.00	6,000.00	5,968.09	.00	31.91	99.5%
01065102 522200	EXPRESS AND FREIGH	300	.00	300.00	175.70	.00	124.30	58.6%
01065102 522505	CONTRACTUAL SERVIC	40,000	.00	40,000.00	31,000.00	.00	9,000.00	77.5%
01065102 522914	HIRING COSTS	15,000	.00	15,000.00	16,002.31	.00	-1,002.31	106.7%
01065102 523061	MEDICAL COSTS-PHYS	5,000	.00	5,000.00	5,602.05	.00	-602.05	112.0%

# SARPY COUNTY



## YTD BUDGET REPORT

2013 FY

FOR 2013 99								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
0100 COUNTY GENERAL	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES		BUDGET	USED
01065102 529900 MISCELLANEOUS	100	.00	100.00	90.17	.00		9.83	90.2%
TOTAL SHERIFF OPER EXPENSE	96,350	.00	96,350.00	95,521.15	.00		828.85	99.1%
<b><del>01065103 SHERIFF SUPPLY EXPENSE</del></b>								
01065103 530100 SUPPLIES	5,000	.00	5,000.00	5,196.54	.00		-196.54	103.9%
01065103 530101 SUPPLIES-OFFICE	8,500	.00	8,500.00	8,534.19	.00		-34.19	100.4%
01065103 530106 SUPPLIES-DARE	350	.00	350.00	350.00	.00		.00	100.0%
01065103 530112 SUPPLIES-LAW ENFOR	21,486	.00	21,486.00	22,322.98	.00		-836.98	103.9%
01065103 530127 FIRST-AID	250	.00	250.00	255.00	.00		-5.00	102.0%
01065103 530209 MACHINERY & EQUIPM	18,000	.00	18,000.00	17,934.66	.00		65.34	99.6%
TOTAL SHERIFF SUPPLY EXPENSE	53,586	.00	53,586.00	54,593.37	.00		-1,007.37	101.9%
<b><del>01065104 SHERIFF RENTAL EXPENSE</del></b>								
01065104 540200 EQUIPMENT RENTAL	2,000	.00	2,000.00	2,976.42	.00		-976.42	148.8%
TOTAL SHERIFF RENTAL EXPENSE	2,000	.00	2,000.00	2,976.42	.00		-976.42	148.8%
<b><del>01065105 SHERIFF CAP OUTLAY EXPENSE</del></b>								
01065105 550200 BUILDING	0	.00	.00	101.36	.00		-101.36	100.0%
01065105 550315 DATA PROCESSING EQ	13,775	.00	13,775.00	13,775.08	.00		-.08	100.0%
01065105 550320 MOBILE COMMAND CEN	500	.00	500.00	500.00	.00		.00	100.0%
01065105 550325 BOAT EQUIPMENT	500	.00	500.00	448.35	.00		51.65	89.7%
01065105 550327 FIELD FORCE EQUIPM	300	.00	300.00	356.32	.00		-56.32	118.8%
01065105 550500 OFFICE EQUIPMENT	800	.00	800.00	698.05	.00		101.95	87.3%
01065105 550501 RADIO EQUIPMENT	500	.00	500.00	484.30	.00		15.70	96.9%
01065105 550524 ESU EQUIPMENT	2,500	.00	2,500.00	2,687.52	.00		-187.52	107.5%
01065105 551309 DATA PROCESSING SO	3,680	.00	3,680.00	3,710.00	.00		-30.00	100.8%
01065105 551400 MISCELLANEOUS EQUI	100	.00	100.00	.00	.00		100.00	.0%
TOTAL SHERIFF CAP OUTLAY EXPEN	22,655	.00	22,655.00	22,760.98	.00		-105.98	100.5%
TOTAL SHERIFF	2,102,118	.00	2,102,118.00	2,061,795.50	.00		40,322.50	98.1%
TOTAL COUNTY GENERAL	2,102,118	.00	2,102,118.00	2,061,795.50	.00		40,322.50	98.1%
TOTAL EXPENSES	2,102,118	.00	2,102,118.00	2,061,795.50	.00		40,322.50	

## Brian Hanson

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**From:** John Kucer  
**Sent:** Wednesday, June 19, 2013 1:42 PM  
**To:** Brian Hanson  
**Cc:** Jeff Davis; Mike Jones  
**Subject:** RE: Overtime

Brain,

In reference to you email, the Sheriff's Office currently has one (1) FT staff support personnel who is assigned, as part of their duties, the processing of the gun permit applications. After processing they are reviewed by a sworn member and determination made if the application will be approved or denied. The current staff support member assigned is also responsible for other background inquiries such as pre-employment, outside agency requests, along with requests for backgrounds from the county.

The gun permit duties were duties added back in 2002 to existing staff and no additional support staff has been added.

As a measure here are a few of the yearly gun permit numbers:

2002	728 applications
2007	971 applications
2008	1,594 applications
2012	3,323 applications

Douglas County processed the following gun permits:

2002	Not available
2007	1,426 applications
2008	2,713 applications
2012	6,597 applications

Douglas county has 2.5 FT staff assigned to gun permit processing and no other background responsibilities.

Douglas County Population: 531,000

Sarpy County Population: 166,000

In addition to our one (1) FT position for backgrounds we currently have three (3) additional support staff crossed trained from other support staff assignments to cover vacation/sick leave.

Hope this information helps you with your inquiry.

JK

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**From:** Brian Hanson  
**Sent:** Tuesday, June 18, 2013 2:02 PM  
**To:** John Kucer  
**Cc:** Jeff Davis; Mike Jones  
**Subject:** FW: Overtime

John, after I sent the first email, I found your explanation of the 3 day requirement for processing and the 30-40 minutes it takes for each application. How many different staff are trained to process the applications?

Brian

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**From:** Brian Hanson  
**Sent:** Tuesday, June 18, 2013 1:50 PM  
**To:** John Kucer  
**Cc:** Jeff Davis; Mike Jones  
**Subject:** Overtime

John, I have been asked why overtime is being used for the issuance of gun permits. Could this responsibility be spread around to a number of staff people to handle the large number of applications?

*Brian E. Hanson  
Sarpy County Fiscal Administrator  
1210 Golden Gate Drive  
Papillion, NE 68046  
(402) 593-2349  
fax: (402) 593-4304  
e-mail: [bhanson@sarpy.com](mailto:bhanson@sarpy.com)*



# OFFICE OF THE SHERIFF MEMORANDUM



From the desk of:  
**Captain J.A. Kucer**

To: Brian Hanson  
CC: File  
Date: 03-19-13  
Re: FY-2012-2013

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Below please find information you requested regarding some line items regarding FY 2012-2013 budget year.

#### **Sheriff Administration:**

510500-Overtime: This line item supports overtime for all of the Administration Division sworn, civilian personnel, and support units not assigned to specific budgets (ESU, Search and Rescue etc.). The increase in expenditures have (2) issues which have increased over past budgets. First the comp conversion for FY 2011-2012 was \$19,000 YTD for 2012-2013 stands at \$37,000. Second the unprecedented increase in gun permits required administrative civilian staff to work in an overtime capacity to comply with the 3 day requirement for processing of a gun permit. The Sheriff's Office will see over 1,500 more permits issued this year alone compared to last year. One gun permit requires 30-40 minutes in total processing time.

521600-Other Equipment Repair: Last summer the Sheriff's Office was struck by lightning resulting in damage to the video system and repair of two (2) cameras resulting in a \$2,158 expenditure.

521701- Travel Expenses Meal

521702- Travel Expenses Lodging

521703- Travel Expenses Commercial:

The above three line items (\$3,500) cover the cost for the 22 sworn and civilian staff members as well as the Chief Deputy and Sheriff to attend to county business, training, or seminars. It is also utilized for the Sheriff's mandatory 20 hours of continuing education. Whenever possible local or instate training is taken advantage of. We do not anticipate any additional travel at this time.

522924-Hiring Costs: Due to the one (1) year hiring moratorium as well as deaths, separations, and retirements the Sheriff's Office is experiencing increase hiring's to attempt to reach staffing levels. The Sheriff's Office will have one (1) additional deputy hired for the May academy. In addition, beginning in May the academy curriculum has added two (2) additional weeks as well as additional firearm requirements which will add to the new hire costs. Some additional funding may be required. The original request for this line item was \$20,000.

550315-Data Processing Equipment: No additional funding will be required for this line item.

**Vehicle Inspection:**

550500-Overtime: Line item is to cover hours worked in excess of the two (2) staff members which is sometime incurred covering work product when other staff member is off or completing inspection occurring of site. It is our hope the additional expenditures will be offset by part-time hours funding.

# Sarpy County Board of Commissioners

1210 GOLDEN GATE DRIVE  
PAPILLION, NE  
593-4155  
[www.sarpy.com](http://www.sarpy.com)

ADMINISTRATOR Mark Wayne

DEPUTY ADMINISTRATOR Scott Bovick

FISCAL ADMIN./PURCHASING AGT. Brian Hanson



## COMMISSIONERS

**Don Kelly** District 1

**Jim Thompson** District 2

**Tom Richards** District 3

**Brenda Carlisle** District 4

**Jim Warren** District 5

## MEMO

To: Sarpy County Board

From: Brian Hanson

Re: Over-Expended General Fund Budgets

Several departments will appear before the Board at the June 25, 2013 meeting to request additional appropriations for their 2013 fiscal year budgets. Attached are resolutions requesting additional appropriations for all the departments, as well as a printout showing their budget status as of June 19, 2013. **Please note that there are still personnel expenses not reflected in the printouts as they will not be posted to the budgets until the final pay period of June 28, 2013.**

A number of the departments will be asking to transfer appropriations from one budget under their control to another budget under their control while other departments are asking that additional appropriations be transferred from the Miscellaneous General budget. The amount to be transferred from the Miscellaneous General budget is \$63,000 as compared to \$181,300 last year.

The additional appropriations are summarized as follows:

<u>To</u>		<u>From</u>	
County Court	\$7,000	Miscellaneous General	\$7,000
Jury Commissioner	\$6,100	Election Commissioner	\$6,100
Jail Maintenance	\$11,000	Facilities Management	\$11,000
JJC Maintenance	\$15,500	Facilities Management	\$12,000
		Sheriff Admin Maintenance	\$3,500
County Attorney	\$13,000	Miscellaneous General	\$13,000
Juvenile Diversion	\$2,000	Victim Witness	\$2,000
Sheriff Admin	\$39,000	Juvenile Justice Center	\$39,000
Vehicle Inspection	\$300	Juvenile Justice Center	\$300

Jail	\$14,500	Juvenile Justice Center	\$14,500
Court Services	\$8,000	Juvenile Justice Center	\$8,000
Warrants	\$27,000	Juvenile Justice Center Tow Lot	\$8,200 \$18,800
Pre-Trial/Community Service	\$17,000	Miscellaneous General	\$17,000
Human Services	\$26,000	Miscellaneous General	\$26,000

Please call if you have any questions.

June 21, 2013

Brian E. Hanson  
Brian E. Hanson

BEH/dp

cc: Mark Wayne  
Scott Bovick  
Deb Houghtaling  
Barb Pousson  
Wayne Bena  
Ross Richards  
Lee Polikov  
Tricia Freeman  
Jean Brazda  
Jim Weber  
Jennifer Ozturk  
Jeff Davis  
Mike Jones  
John Kucer  
Rolly Yost  
Dan Williamson  
Monty Daganaar  
Danielle Richler  
Sharon Boehmer