

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, JUNE 20, 2000
9 A.M.**

Commissioners Present: Kathy Campbell, Chair
Larry Hudkins
Linda Steinman
Bernie Heier
Bob Workman

Others Present: Kerry Eagan, Chief Administrative Officer
Dave Kroeker, Budget & Fiscal Officer
Dave Johnson, Deputy County Attorney
Gwen Thorpe, Deputy County Clerk
Ann Taylor, County Clerk's Office

AGENDA ITEM

- 1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY, JUNE 15, 2000 AND AGENCY BUDGET HEARING MINUTES OF TUESDAY, JUNE 13, 2000**

MOTION: Workman moved and Hudkins seconded approval of the Staff Meeting minutes dated June 15, 2000 and Agency Budget Hearing minutes dated June 13, 2000. Workman, Hudkins, Heier, Steinman and Campbell voted aye. Motion carried.

- 2 ADDITION TO THE AGENDA**

A. Report on Firth Viaduct

MOTION: Heier moved and Steinman seconded approval of the addition to the agenda. Heier, Steinman, Hudkins, Workman and Campbell voted aye. Motion carried.

3 LABOR NEGOTIATIONS - Georgia Glass, Personnel Director; John Cripe, Classification and Pay Manager; Diane Staab, Deputy County Attorney; Dave Kroeker, Budget & Fiscal Officer

MOTION: Hudkins moved and Workman seconded to enter Executive Session at 9:05 a.m. for discussion of labor negotiations. Hudkins, Steinman, Heier, Workman and Campbell voted aye. Motion carried.

MOTION: Hudkins moved and Heier seconded to exit Executive Session at 9:56 a.m. Hudkins, Heier, Workman and Campbell voted aye. Steinman was absent from voting. Motion carried.

4 BUDGET REVIEW - Dave Kroeker, Budget & Fiscal Officer

Dave Kroeker, Budget & Fiscal Officer, reported that the City's application for a Federal Emergency Management Agency (FEMA) Mitigation Grant, which focused on conservation easements in the Wilderness Park area, was denied. The Nebraska Emergency Management Agency (NEMA) has recommended an appeal of this decision. He said a 25 percent local match is required. The City has budgeted \$190,000 for this expense and has requested \$160,000 from the County.

Board consensus to schedule a briefing by Nicole Fleck-Tooze, Planning Department, on a Staff Meeting agenda.

Kroeker reviewed a handout on the Juvenile Detention Facility project and the Lancaster County Building Fund Budget (Exhibit A). He said \$687,000 is available for payment of principal and interest for the first year of the bond levy for the facility. He said an additional \$500,000 in estimated interest earnings from bond proceeds could be used to reduce the principal and interest payments the second year.

In response to a question from Workman, Kroeker said the amount of arbitrage will be calculated before the bond money is spent.

Kroeker also reviewed *FY00 Budget Adjustments to Agency Budgets* (Exhibit B).

Kroeker said Don Killeen, County Property Manager, has recommended that \$150,000, rather than \$90,000, be budgeted in the Building Fund (051) for a new heating, ventilation and air conditioning system for the Lancaster Correctional Facility (LCF) at Airpark.

Campbell noted the request for \$35,000 for access to Criminal Justice Information Services (CJIS) that was included in County Attorney (652) and asked whether this expense should be moved to the Justice budget in General Fund Miscellaneous.

Kroeker agreed to follow-up on whether the application is specific to that department.

The Board asked Kroeker to prepare a list of all new full-time equivalent requests.

Hudkins requested that sufficient funds be budgeted in County Board (601) to allow for attendance at the National Association of County Officials (NACo) Annual Conference.

Kroeker reviewed *County Support for the Community Mental Health Center (CMHC)*, and *Community Mental Health Center, 2000/2001 Budget Adjustments (Exhibit C)*. He said additional adjustments are needed for Vocational Rehabilitation and relocation of the Adams Street Clubhouse.

Dean Settle, Community Mental Health Center Director, appeared and presented copies of a revenue and expense summary that was submitted to Region V for the Vocational Support Program (Exhibit D). He said State Vocational Rehabilitation Services will fund 79 percent of the program. It has been proposed that the County and Region V split the 21 percent local match and Region V has budgeted \$6,000 for its portion. Settle noted this will provide leveraging for approximately \$48,000 in federal funds to expand vocational job development, placement and coaching services for mentally ill individuals. He said CMHC will contract for these services, with follow-up by case managers.

Board consensus to include \$6,000 in the Grants Budget for this expense.

In response to a question from Workman, Settle said these services will expand on the Workforce Investment Act and the Ticket to Work Act programs.

Settle confirmed that Denise Bulling, Special Grants Administrator, will be returning to employment at the Community Mental Health Center, most likely in a Grants Manager/Special Projects position. He said this position was not included in the budget.

Hudkins expressed concern about adding an additional full-time equivalent position, noting the County has contracted with Griffin Grant Writing for this service.

Settle said Bulling will be pursuing local, rather than federal, grants.

Steinman said Bulling has indicated that she would like to coordinate projects with the Families First & Foremost (F³) Grant Program.

Settle said preliminary discussions have taken place on what type of services the Community Mental Health Center (CMHC) can provide and estimated that CMHC has the potential to receive one million dollars from the grant.

Campbell cautioned that there are a number of other entities that have a stake in how the grant funds are spent.

Heier and Hudkins indicated that they want additional information on why Bulling has elected to leave her position as the Special Grants Administrator for the F³ Grant Program.

Settle reviewed options for relocation of the Adams Street Clubhouse, noting one site is the former Jacob North Printing Building at 26th & "O". He said there is potential for single room occupancy housing one block from this site.

The Board asked Settle to discuss possible location at this site with De Ann Currin, Elliott Elementary School Principal.

Additional discussion will take place on how to account for the sale of the Adams Street Clubhouse and relocation and renovation costs once a definitive proposal is received.

Settle said he has discussed the practice of allowing clients of the Aware Program to volunteer for clerical work at the CMHC facility, in addition to their regular maintenance duties, with the Personnel Department and County Attorney's office and recommends that these individuals be paid for this work in the future. He estimated the budget impact at \$6,240.

Hudkins suggested that this work be reassigned to staff.

5 PENDING LITIGATION - Mike Thew, Chief Deputy County Attorney; Mike Thurber, Corrections Director

MOTION: Heier moved and Hudkins seconded to enter Executive Session at 10:46 a.m. for discussion of pending litigation. Heier, Hudkins, Workman, Steinman and Campbell voted aye. Motion carried.

MOTION: Steinman moved and Hudkins seconded to exit Executive Session at 11:10 a.m. Steinman, Hudkins, Workman, Heier and Campbell voted aye. Motion carried.

RETURNING TO THE BUDGET REVIEW

Kroeker continued his review of *FY00 Budget Adjustments to Agency Budgets* (Exhibit B).

Campbell asked Kroeker to prepare a list of any items that are \$50,000 or more than budgeted last year.

Hudkins said the County Engineer may require additional funds to improve access under NW 27th Street to the Kawasaki plant, if plans to add a new car line proceed.

Campbell suggested that Economic Development may be a more appropriate funding source.

Kroeker said Lauren Wismer, Bond Counsel, will be submitting a written opinion to the Board on the issue of whether the Renewal & Replacement Fund can be used to cover principal payments on the bond debt for Lancaster Manor.

Kroeker reported that revenue for the Clerk of the District Court was underestimated and additional information has been requested.

Brief discussion took place on the Clerk of the District Court's request for \$9,000 for travel related to service on a subcommittee of the National Association of Court Managers. The Board requested a five year history of the travel budget for that office.

6 ACTION ITEM

- A. Letter to Nebraska Attorney General Regarding Disparate Jurisdiction Under Local Law Enforcement Block Grants Program

Eagan indicated that additional information is needed.

MOTION: Steinman moved and Workman seconded to authorize Kerry Eagan, Chief Administrative Officer, to obtain the signature of Larry Hudkins, Vice Chair, on a letter to the Nebraska Attorney General, if the disparate jurisdiction designation is deemed beneficial to the County. Steinman, Heier, Workman, Hudkins and Campbell voted aye. Motion carried.

7 CONSENT ITEM

- A. Vacation Request from Larry Van Hunnik, Lancaster Manor Administrator, for August 4, 7-11, 2000

MOTION: Steinman moved and Workman seconded approval. Steinman, Workman, Hudkins, Heier and Campbell voted aye. Motion carried.

8 ADMINISTRATIVE OFFICER REPORT

- A. Extension of Right-of-Way Licenses

Eagan said the City is nearing completion of its master ordinance governing telecommunications in the right-of-ways. He noted that the County's temporary right-of-way leases will expire the end of the month.

Dave Johnson, Deputy County Attorney, and Eagan recommended a six month extension of the leases, or until there is passage and issuance of the license under the pending master ordinance.

- B. Vision Insurance Request for Proposals (RFP)

Board consensus to join the City in a joint RFP for vision insurance.

C. County Payment for Membership in Professional Organizations

Eagan said it has been the Board's policy to only pay for licenses or employee membership in professional organizations that are essential to the job. He said he is interested in joining the Professional County Managers Association through the National Association of County Officials (NACo), which also provides associate membership in the International City/County Managers Association (ICMA). The yearly cost of membership is \$500, but membership provides access to a number of resources that would benefit the County.

Brief discussion took place on whether to reassess that policy, with Board consensus to survey members of the Management Team to determine membership in professional organizations and benefit to the County.

D. Extension of Contract with Cornhusker Place for Remodeling

Eagan said the County Attorney's office is reviewing the extension of contract and will schedule it on a County Board of Commissioners Meeting agenda for action.

9 DISCUSSION OF BOARD MEMBERS MEETINGS

A. Railroad Transportation Safety District - Heier, Steinman, Workman

Steinman reported discussion of the budget, noting areas of concern:

- Ongoing \$35,000 expense for maintenance of the 3rd & "F" Street underpass since the Parks and Recreation and Public Works Departments refuse to include the expense in their budgets
- Additional expense related to the removal of railroad track from the Lincoln Journal-Star Newspaper's former location on 8th & 9th Streets
- Additional costs for design work on the Antelope Valley Project

Workman said he has informed members of the Railroad Transportation Safety District (RTSD) Board that it may be necessary for the County Board to reduce the levy allocation for the RTSD this year to meet additional allocation requests from the Lancaster County Agricultural Society and the rural fire districts. He said Roger Figard, City Engineer, indicated that a levy reduction would not impact this year's budget, but will have an impact on long-term projects like Antelope Valley.

B. Visitors Promotion Committee - Steinman

Steinman reported the following:

- Recommendation of approval of a \$500 grant to Huskerland Wrestling, contingent upon the showing of a loss and the event being held in Lincoln (\$4,000 was requested)
- Decision to meet on a quarterly basis
- Americruise parade will take place from 6:30-9:30 p.m. on July 21st

ADDITION TO THE AGENDA

A. Report on Firth Viaduct

Campbell reported that the Firth viaduct project is on hold, pending further legal review.

10 ADJOURNMENT

By direction of the Chair, the meeting was adjourned.

Bruce Medcalf
Lancaster County Clerk