

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113 - BILL LUXFORD STUDIO
THURSDAY, SEPTEMBER 1, 2016
8:30 A.M.**

Commissioners Present: Roma Amundson, Chair
Bill Avery
Larry Hudkins
Deb Schorr
Todd Wiltgen, Vice Chair

Others Present: Kerry Eagan, Chief Administrative Officer
Dan Nolte, County Clerk
Cori Beattie, County Clerk's Office

Advance public notice of the Board of Commissioners Staff Meeting was posted on the County-City Building bulletin board and the Lancaster County, Nebraska, web site and provided to the media on August 31, 2016.

Commissioner Hudkins noted the location of the Open Meetings Act and opened the meeting at 8:34 a.m.

AGENDA ITEM

1 APPROVAL OF MINUTES OF THE AUGUST 23, 2016 STAFF MEETING AND THE AUGUST 25, 2016 FALL LEGISLATIVE RETREAT

MOTION: Avery moved and Schorr seconded approval of the August 23, 2016 Staff Meeting minutes. Schorr and Hudkins voted yes. Avery was present but did not vote. Wiltgen and Amundson were absent. Motion carried 2-0.

MOTION: Schorr moved and Avery seconded approval of the August 25, 2016 Fall Legislative Retreat minutes. Schorr, Avery and Hudkins voted yes. Wiltgen and Amundson were absent. Motion carried 3-0.

2 ADDITIONS TO THE AGENDA

A. Planning Department briefing on proposed fee increases

- B. Request from Sheli Schindler, Youth Services Center Director, to attend the Nebraska Association of County Officials (NACO) Annual Legislative Conference on October 13, 2016
- C. Appointment of Commissioner Roma Amundson to the National Association of County Officials' (NACo) Transportation Steering Committee
- D. Fall Legislative Retreat format

MOTION: Schorr moved and Avery seconded approval of the additions to the agenda. Schorr, Avery and Hudkins voted yes. Wiltgen and Amundson were absent. Motion carried 3-0.

3 PAYROLL SYSTEM REQUEST FOR PROPOSAL (RFP) - Steve Henderson, Chief Information Officer, Information Services (IS)

Steve Henderson, Chief Information Officer, Information Services (IS), distributed a handout on payroll system discussion points (Exhibit A).

Henderson provided an overview of the current system, Tesseract, which has been used by the City and County for at least twenty years. He said the software was recently acquired by Kronos and noted that while there has been no formal notice of Kronos' intent to discontinue it, he felt it may only be a matter of time as a very small number of entities are still using it. Therefore, the City and County have been reviewing replacement options. Henderson added more modern systems include the concept and scope of Human Capital Management (HCM). In addition to payroll, these systems also include such features as time and attendance and other Human Resources functions.

Amundson arrived at 8:40 a.m.

To date, conversations and demonstrations have been held with Kronos and Oracle (JD Edwards) who both provide current software to the City and County. NOTE: The City and County currently use the JD Edwards financial system.

Henderson said Gartner, Inc., an information technology research and advisory company, has been serving as a vendor neutral consultant whose key observations included that while Kronos is not necessarily a market leader when it comes to payroll software, their current pricing is attractive. Another software consideration would be a premise-based offering (Tesseract) versus a cloud offering (Oracle). Henderson stated that the cost of some software systems are in the "seven figure" range.

Hudkins felt if Tesseract is still being supported and the pricing is good, the County may

want to hold off on an upgrade. Henderson clarified that Kronos has a new payroll software and would still want the City and County to migrate off of Tesseract at some point, although no official notice has been given with regard to when support for the latter software might cease.

Henderson noted some payroll functions, such as retroactive pay (retro pay), may not necessarily be able to be addressed by many vendors. In response to Schorr's inquiry, Henderson elaborated that the City of Lincoln has been tolerant with regard to extreme variations and options surrounding retro pay.

Schorr questioned the timeline for the project. Henderson said should Kronos decide to pull support for Tesseract, immediate action would be needed. His idea in bringing this information to the County now is to stay ahead of the game. Henderson said he will keep the County Board apprised as the process continues, including whether or not an operational consultant will be needed going forward.

4 UPDATE ON JUSTICE REINVESTMENT UNDER LEGISLATIVE BILL (LB) 605 - Amy Prenda, Justice Reinvestment Implementation Coordinator; Joe Kohout, Kissel E/S Associates, Legislative Consultant

Amy Prenda, Justice Reinvestment Implementation (JRI) Coordinator for the State of Nebraska, distributed a memorandum regarding JRI (Exhibit B). She explained that with the passage of LB 605 (Provide, change, and eliminate penalties, punishments, sentencing, restitution, probation, parole, and crime victim provisions and provide for post-release supervision, grants, and suspension of medical assistance for inmates) in 2015, money was received to support statewide implementation and she was hired to coordinate these efforts. It was noted grant funding for her position runs through August, 2017.

Prenda highlighted membership on the following Committees: JRI Coordination Committee, Justice Reinvestment Oversight Committee, and JRI Steering Committee (see Exhibit B). She said she answers to the Steering Committee.

It was noted that the following five issue-specific teams were developed to assist with coordinating JRI between agencies: County Reinvestment Team, Data Monitoring Team, Reentry Planning and Coordination Work Group, Restitution Team and Sentencing Team.

Prenda said the County Reinvestment Team allows counties to meet and have discussions surrounding LB 605 as there have been concerns that what is happening at the State level will negatively impact counties. She added that the Crime Commission allocated a total of \$500,000 to counties who see an increase in jail population as a

result of LB 605, although, the bill was drafted poorly and it has been very difficult to collect data. Prenda said efforts were made to change the legislation last session, however, this was not accomplished and LR 550 (Interim study to examine the feasibility of creating a common data collection site for county jail information necessary to receive funding under the County Justice Reinvestment Grant Program) was introduced instead.

Prenda discussed JRI progress since August, 2015, including: reentry planning, implementation of a validated risk and needs assessment, implementation of evidence-based practices and trainings, creation of parole guidelines, and development of a matrix of sanctions and incentives (also referred to as custodial sanctions). She also mentioned JRI is working on minimizing mandatory discharges, restitution collection practices and data collection.

With regard to the Justice Program Assessment performed by the Council of State Governments (CSG), Prenda said it evaluated the extent to which the State is investing in programs likely to reduce recidivism by adhering to evidenced-based practices. She said she is also in the process of starting a project which will coordinate with Probation, Parole, the Department of Correctional Services (DCS), and service providers so community probation and parole is familiar with the programming offered by DCS in an effort to coordinate a systemic treatment option in the community.

Schorr questioned how the grant funds will be disbursed. Prenda said counties are having a challenge with regard to applying for the State funding. She noted that the Crime Commission realizes the language surrounding the grant program is not the best and that they will be somewhat flexible in allocating the funds to counties. Because of the way past data was collected, it is almost impossible to show that jail population increase is a result of LB 605. However, Prenda said an argument could be made that counties should know who is coming into jail due to custodial sanctions, although, it becomes more difficult with Class IV offenders. She said the County's narrative will need to be very strong as far as showing pre, post, increased number, etc. It was clarified that counties cannot apply for grant funds to cover construction or operating costs but rather programming or treatment aimed at reducing recidivism.

With regard to grant application, Prenda reiterated that only \$500,000 is available and she was unsure how the funds would be distributed. Sheli Schindler, Youth Services Center Director, said the application process will be similar to Community Aid funds.

Joe Kohout, Kissel E/S Associates, Legislative Consultant, asked who sits on the County Reinvestment Team. Prenda noted representation exists from Lancaster County (Commissioner Deb Schorr and Joe Nigro, Public Defender), Douglas County, Lincoln County, Buffalo County, Sarpy County, State Probation, Nebraska Association of County Officials (NACO), Crime Commission, Department of Correctional Services, and the

Attorney General's Office.

In reference to the Maximizing State Reforms grant, Prenda noted that a grant proposal for \$1.6 million was submitted for *Project Integrate* which would provide supportive housing to inmates with substance use and mental health issues reentering the community. Douglas County would be used in the pilot project. She noted if the project is successful, efforts will be made to expand it across the State. Schorr added that there was a huge focus on housing at the National Association of Counties (NACo) Annual Conference.

Wiltgen arrived at 9:16 a.m.

Prenda noted the next County Reinvestment Team meeting is on October 20, 2016, from 3:00 to 5:00 p.m. at the Embassy Suites in LaVista, NE.

ADDITIONS TO THE AGENDA

D. Fall Legislative Retreat format

Schorr felt it may be beneficial to meet with the smaller group of new senators to discuss County issues sometime after the November election. The NACO conference room was offered as a meeting place. Schorr suggested that Brad Johnson, Interim Corrections Director and Pam Dingman, Lancaster County Engineer also be invited to attend. Amundson said it is also important to stress the County's ongoing concerns with unfunded mandates. Kohout said he will coordinate with the County Board staff regarding a date and invitations.

5 HEALTH AND DENTAL INSURANCE RATES REVIEW - Tracy Krause, Account Executive, AON Risk Solutions; Doug McDaniel, Lincoln-Lancaster County Human Resources Director; Bill Kostner, City Risk Manager

Tracy Krause, Account Executive, AON Risk Solutions, provided an overview of the 2nd Quarter Experience Summary and Cost Review (See Exhibit C).

Krause explained that the summary is for the first six months of 2016. She noted health insurance enrollment decreased 1% from the previous year. Total administration costs increased from \$552,465 to \$582,653 due to an increase in Stop Loss premium. With regard to pharmacy claims, Krause said they represented 24% of paid claims as opposed to 20% in 2015. Total net paid claims decreased 9% from \$4,931,198 to \$4,501,512 and loss ratio decreased from 103.9% to 82.4%.

Krause noted that three employees have had claims over \$100,000 which was the same number as 2015. She cautioned that this number could increase before year end.

Doug McDaniel, Lincoln-Lancaster County Human Resources Director, recommended a 4% premium adjustment be administered beginning January 1, 2017 which is below market trend (approximately 8%). In response to Schorr's inquiry, McDaniel confirmed that this particular issue is not part of labor negotiations.

Amundson asked why this lower trend is occurring. Krause said she can review the claims mix prior to the next meeting. Another factor could be that Blue Cross Blue Shield has been tightening claims management. Schorr questioned whether a lower adjustment was considered and if the City's adjustment was the same. McDaniel said the 4% represents 50% of the trend and the recommendation to the City was also 4%.

MOTION: Schorr moved and Wiltgen seconded to institute a 4% increase in the healthcare premium cost to employees beginning January 1st based on the recommendation of Human Services Department. Wiltgen, Schorr, Hudkins, Avery and Amundson voted yes. Motion carried 5-0.

Krause verified that the County would also incur a 4% increase.

With regard to dental insurance, Krause noted that 1,303 families are enrolled in the plan which is a 6% decrease from 2015, however, claims also increased 6% with fewer families in the plan. She added even with this increase, where premium equivalents are currently set it would require a 0% increase. Krause cautioned that this could be the last year for a flat increase. She did recommend adding coverage for implants which would not increase exposure for the County since there is a maximum limit on coverage. McDaniel confirmed that this enhancement was added to the City plan and recommended the County do the same.

MOTION: Hudkins moved and Schorr seconded to include an implant option to the dental plan with a zero percent premium increase. Hudkins, Avery, Wiltgen, Schorr and Amundson voted yes. Motion carried 5-0.

Also in attendance was Paula Lueders, Lincoln-Lancaster County Human Resources.

6 LABOR NEGOTIATIONS - Doug McDaniel, Lincoln-Lancaster County Human Resources Director; Nicole Gross and Amy Sadler, Compensation Technicians; Kristy Bauer, Deputy Lancaster County Attorney

7 PENDING AND POTENTIAL LITIGATION - Doug Cyr, Chief Deputy County Attorney; Kristy Bauer, Ryan Swaroff and David Derbin, Deputy County Attorneys

MOTION: Schorr moved and Hudkins seconded to enter Executive Session at 9:39 a.m. for the purpose of protecting the public interest with regards to labor negotiations.

FRIENDLY AMENDMENT: Schorr offered a friendly amendment that the Executive Session include discussion on pending and potential litigation. The seconder agreed.

The Chair said it has been moved and seconded that the Board enter into Executive Session.

ROLL CALL: Schorr, Hudkins, Avery, Wiltgen and Amundson voted yes. Motion carried 5-0.

The Chair restated the purpose for the Board entering into Executive Session.

MOTION: Schorr moved and Wiltgen seconded to exit Executive Session at 10:26 a.m. Wiltgen, Avery, Hudkins, Schorr and Amundson voted yes. Motion carried 5-0.

ACTION ITEMS

A. Receipt of Safety Training Option Program (STOP) Funds from Nebraska Safety Council and Release of Claims

MOTION: Schorr moved and Hudkins seconded to authorize the Chair to sign the receipt and release. Schorr, Hudkins, Avery, Wiltgen and Amundson voted yes. Motion carried 5-0.

B. Amended Development and Conditional Zoning Agreement Related to Lancaster County's Application to the City of Lincoln for Change of Zone No. 16010

Kerry Eagan, Chief Administrative Officer, noted that the amendment corrects the legal description.

MOTION: Hudkins moved and Wiltgen seconded to authorize the Chair to sign the amended development and conditional zoning agreement. Avery, Wiltgen, Hudkins, Schorr and Amundson voted yes. Motion carried 5-0.

ADDITIONS TO THE AGENDA

- C. Appointment of Commissioner Roma Amundson to the National Association of County Officials' (NACo) Transportation Steering Committee

Schorr clarified that NACo will be covering all expenses not the County. Amundson agreed.

MOTION: Hudkins moved and Wiltgen seconded to accept the appointment of Roma Amundson to the National Association of County Officials' (NACo) Transportation Steering Committee. Wiltgen, Schorr, Hudkins, Avery and Amundson voted yes. Motion carried 5-0.

- A. Planning Department briefing on proposed fee increases

Eagan distributed copies of a County Board Factsheet related to proposed Planning Department fee increases (See Exhibit D). He said a resolution will be scheduled for the September 13, 2016 County Board meeting and asked if a briefing on the issue was desired. The consensus was to forego a briefing.

- B. Request from Sheli Schindler, Youth Services Center Director, to attend the Nebraska Association of County Officials (NACO) Annual Legislative Conference on October 13, 2016

Schorr requested that this item be addressed during the discussion on the Nebraska Association of County Officials' (NACO) Legislative Conference listed under Administrative Officer Reports.

ADMINISTRATIVE OFFICER REPORT

- A. County Board Voting Procedures

Eagan distributed pages from the voting provisions of *Robert's Rules of Order Revised - VIII* (Exhibit E) which is the procedural guide used to conduct County Board meetings. He pointed out that page four states, "While it is the duty of every member who has an opinion on the question to express it by his vote, yet he cannot be compelled to do so. He may prefer to abstain from voting, though he knows the effect is the same as if he voted on the prevailing side." Eagan said under Robert Rules one does not have to vote. Avery questioned what prompted this item. Eagan thought it was the bridge closures.

Additionally, page three states, "*When a quorum [64] is present, a majority vote, that is a majority of the votes cast, ignoring blanks, is sufficient for the adoption of any motion that is in order, except those mentioned in 48, which require a two-thirds vote.*"

Eagan said this means, if one person votes for the motion and there are four abstentions, the motion would pass.

Schorr said in the past, the only votes were "yes", "no" and "abstain". No one had used "present not voting". She questioned what "not voting" means. Avery said "present not voting" means you were present and listened to the discussion but chose not to vote. Avery said this practice is used daily in the Legislature. Hudkins said he sought advice from his personal counsel who said under the situation (bridge closures), the "present not voting" vote was appropriate. Eagan said it is no difference between "not voting," "abstaining" and saying "present". He added that the person counts as a member of the quorum but the vote essentially defers to the winning side.

With regard to the minutes, Hudkins requested the wording be noted as "present not voting".

Amundson and Schorr asked how this affects voting. Eagan reiterated that as long as there is a majority vote (of votes cast), the motion would pass.

B. Letter of Support for the Lincoln Children's Zoo's Nebraska Environmental Trust Grant Request

A typographical error was noted in the fourth line (extra space added and single quote instead of apostrophe used in the word "Zoo's").

MOTION: Schorr moved and Wiltgen seconded to authorize the Chair to sign the letter of support (as corrected). Hudkins, Schorr, Avery, Wiltgen and Amundson voted yes. Motion carried 5-0.

C. Energy Service Agreement with District Energy Corporation (DEC) Regarding Lancaster County Adult Detention Facility (LCADF)

Eagan said the County Attorney will be reviewing the agreement. Hudkins explained that the DEC feels there is excess capability in the Haymarket. In order to supply other business, the DEC Master Plan needs to be revisited and then ratified by the City and County. Schorr said one of the issues is whether the DEC can expand to include private entities as there needs to be a guarantee that the power source will continue. She said the current agreements include language that says after the bonds are paid off which built the DEC facility, ownership of the physical structure would revert back to the governmental entity who paid for it. The new agreement is drafted whereby the DEC would retain ownership so the County Attorney's Office is reviewing the language. Schorr added that a representative from the County Attorney's Office may need to start attending these meetings on a regular basis. Eagan said he would follow up with the County Attorney's Office.

D. September Management Team Meeting Date and Agenda

The consensus was to schedule the meeting on Thursday, September 15, 2016. The following agenda items were suggested: out-of-state travel; a "light duty" presentation by Sue Eckley, County Risk Manager; and the Combined Charities Campaign.

E. Lincoln Partnership for Economic Development (LPED) Meetings for the Remainder of the Year

Minette Genuchi, Administrative Assistant to the County Board, noted that the former Deputy Chief Administrative Officer was attending these meetings on behalf of the County Board and inquired if anyone would like to go to the September 27th or December 1st meetings. Hudkins said he would plan to attend.

F. Nebraska Association of County Officials (NACO) 11th Annual Legislative Conference - October 13, 2016 in York, Nebraska

Eagan distributed an email from Sheli Schindler, Youth Services Center Director, regarding her possible attendance (Exhibit F). In addition to Schindler, the consensus was to extend an invitation to Brad Johnson, Interim Corrections Director; Sara Hoyle, Human Services Administrator; Kim Etherton, Community Corrections Director. Amundson, Schorr and Hudkins confirmed their attendance as well.

It was noted that the October 13, 2016 staff meeting would be canceled due to a lack of quorum. If necessary, a staff meeting would be scheduled for the morning of October 18th.

G. Access to Media Room in City Council-County Board Chambers (Room 112)

Schorr requested this item be held.

8 A) WEED CONTROL UPDATE; B) TALL THISTLE; AND C) IOWA ROADSIDE CONFERENCE IN COUNCIL BLUFFS - Brent Meyer, Weed Control Superintendent

Wiltgen exited the meeting at 11:05 a.m.

Brent Meyer, Weed Control Superintendent, provided a brief overview on thistle education noting that information is also available on the Weed Control website.

MOTION: Schorr moved and Hudkins seconded to authorize the Weed Control Superintendent to attend the Iowa Roadside Conference in Council Bluffs.

Avery, Hudkins, Schorr and Amundson voted yes. Wiltgen was absent.
Motion carried 4-0.

Meyer noted that he continues to reach out to the management/staff at the railroads with regard to weed control along the tracks.

Avery exited the meeting at 11:09 a.m.

Additionally, Meyer said Pat Dugan, Chief Weed Inspector, has begun roadside spraying which has saved money previously spent on contractors. He said they have also been working with landowners, especially those with grapes, on responsible weed control. Hudkins asked that Meyer stay in contact with the City of Lincoln regarding the leafy spurge in Pioneers Park.

9 ACTION ITEMS

- A. Receipt of Safety Training Option Program (STOP) Funds from Nebraska Safety Council and Release of Claims
- B. Amended Development and Conditional Zoning Agreement Related to Lancaster County's Application to the city of Lincoln for Change of Zone No. 16010

Items 9A-B were moved forward on the agenda.

10 CONSENT ITEMS

There were no consent items.

11 ADMINISTRATIVE OFFICER REPORT

- A. County Board Voting Procedures
- B. Letter of Support for the Lincoln Children's Zoo's Nebraska Environmental Trust Grant Request
- C. Energy Service Agreement with District Energy Corporation (DEC) Regarding Lancaster County Adult Detention Facility (LCADF)
- D. September Management Team Meeting Date and Agenda
- E. Lincoln Partnership for Economic Development (LPED) Meetings for the Remainder of the Year
- F. Nebraska Association of County Officials (NACO) 11th Annual Legislative Conference - October 13, 2016 in York, Nebraska
- G. Access to Media Room in City Council-County Board Chambers (Room 112)

Items 11A-G were moved forward on the agenda.

H. Public Utility Easement Through Community Mental Health Center (CMHC) Property

Eagan said this has been an ongoing issue as a title report was performed on the property which discovered that an incorrect legal description was originally published so it was corrected and a new sale date established. He said new issues have been uncovered. One relates to the City's sale of Lincoln General Hospital which included a right of first refusal so the parking lot which the County acquired years ago should have been offered to the City first. Kent Seacrest, the attorney for the Bryan Health, questioned whether this would lower the property value. Eagan felt this did not necessarily meet the intent. Additionally, a warranty deed was filed on the property.

Avery returned at 11:15 a.m.

Another issue pertains to the original Davis subdivision was an alley that ran in between the lots which, according to the title company, was never abandoned under the County's property. When the City sold the hospital, a release of all easements was done. Eagan felt that the chance of facilities located under the building would be small. The goal is to not delay the sale. The County and Mr. Seacrest both contacted Lincoln Electric System to perform a search and Public Works will also be contacted about a potential sewer easement. A final update on the issue will be scheduled for the September 6, 2016 Staff Meeting. Eagan felt there was a good chance that releases would be received but maybe not in hand by the sale date (September 8). He said the County Attorney is comfortable going forward if written assurances are received from the utility companies. He added if the sale is postponed, the process would need to start over with a new public hearing.

12 PENDING

There were no pending items.

13 DISCUSSION OF BOARD MEMBER MEETINGS

A. Lancaster County Fairgrounds Joint Public Agency (JPA) - Wiltgen/Avery

Avery said routine expenditures were approved.

B. District Energy Corporation (DEC) - Hudkins/Schorr

Hudkins said the DEC is moving forward with contracts to serve private entities in the downtown area. Schorr said they approved a resolution to finance, build, own and operate a DEC facility on the new Lincoln Electric System (LES) Operations site (along Rokeby Road between 84th & 91st Streets).

C. Lincoln Independent Business Association (LIBA) Breakfast - Schorr

Schorr said the County budget and bridges were discussed. She also mentioned that attendance at this meeting is waning and said the County Board may want to reconsider its future participation when finalizing committee assignments next year.

D. Meeting with Planning Department - Amundson/Wiltgen

Amundson said they discussed Conestoga Estates, fee increases and the Hillside Events Center.

E. Lancaster County Correctional Facility Joint Public Agency (JPA) - Amundson/Wiltgen

No report was given.

14 SCHEDULE OF BOARD MEMBER MEETINGS

- A. Chamber Coffee - Schorr
Wednesday, September 7, 2016, 8:00 a.m.
- B. Nebraska Association of County Officials (NACO) Southeast District Fall Meeting - Wiltgen/Avery/Hudkins
Thursday, September 8, 2016, 8:30 a.m.
- C. Information Services Policy Committee (ISPC) - Wiltgen
Thursday, September 8, 2016, 1:30 p.m.
- D. Parks and Recreation Advisory Board - Hudkins
Thursday, September 8, 2016 4:00 p.m.
- E. Human Services Joint Budget Committee (JBC) - **RESCHEDULED**
Friday, September 9, 2016, 1:00 p.m.
- F. Region V Services Executive Committee - Wiltgen
Monday, September 12, 2106, 8:30 a.m.
- G. Region V Services Governing Board - Wiltgen
Monday, September 12, 2106, 9:30 a.m.
- H. Region V Systems Governing Board - Wiltgen
Monday, September 12, 2106, 10:30 a.m.
- I. Region V Systems Executive Committee - Wiltgen
Monday, September 12, 2106, 11:30 a.m.

- J. Public Building Commission (PBC) Vice Chair Meeting with Mayor - Amundson
Tuesday, September 13, 2016, 7:45 a.m.
- K. County Board Chair/Vice Chair Meeting with Mayor - Amundson/Wiltgen
Tuesday, September 13, 2016, 8:15 a.m.
- L. Railroad Transportation Safety District (RTSD) - Schorr/Avery/Wiltgen
Tuesday, September 13, 2016 11:00 a.m.
- M. Public Building Commission (PBC) - Amundson/Hudkins
Tuesday, September 13, 2016, 1:30 p.m.
- N. Board of Health - Avery
Tuesday, September 13, 2016, 5:00 p.m.
- O. Mental Health Crisis Center Advisory Committee - Avery
Wednesday, September 14, 2016, 12:00 p.m.
- P. Lincoln Metropolitan Planning Organization (MPO) - Amundson/Wiltgen
Thursday, September 15, 2016, 1:00 p.m.

15 INVITATIONS TO BOARD MEMBERS

16 CORRESPONDENCE TO THE COUNTY BOARD

17 CORRESPONDENCE FROM THE COUNTY BOARD

18 AGENDA ITEMS FOR COUNTY BOARD MEETING OF TUESDAY, SEPTEMBER 6, 2016 AT 9:00 A.M.

19 EMERGENCY ITEMS AND OTHER BUSINESS

ADJOURNMENT

MOTION: Schorr moved and Hudkins seconded to adjourn the meeting at 11:25 a.m. Schorr, Hudkins, Avery and Amundson voted yes. Wiltgen was absent. Motion carried 4-0.

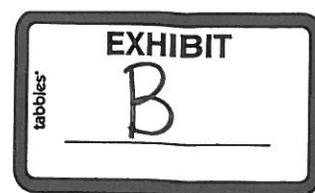
Dan Nolte

Dan Nolte
Lancaster County Clerk



Payroll System Discussion Points

- County and City use Tesseract software for payroll processing
 - Very old system
 - Many complex interfaces
 - Very small number of entities still using Tesseract
 - No new functionality being added (for example – ACA reporting)
- Tesseract system acquired by Empower; Empower acquired by Kronos in early 2016
- Kronos marketing representative – “for the customers, not for the technology”
- Increased impetus to look at replacement system
- Both County, City included some budget funding in anticipation of a new system
- Framework for current activities – assessing current vendors vs. marketplace potential vendors
- Conversations and demonstrations with Kronos and Oracle / JD Edwards
- Today’s systems aspire to the concept (and scope) of Human Capital Management (HCM)
 - Bigger scope of Payroll, Time and Attendance, Human Resources
 - Likely that few, if any, vendors are excellent at all facets with long-standing track records
- Kronos is honoring proposal (so far) that was “on the table” from Empower
- Role of Gartner
 - Advisory firm
 - Vendor neutral
 - Key observations from Gartner
 - Kronos is not necessarily a market leader, but pricing being offered is attractive
 - Oracle is focused more on cloud offering than premise-based offering
- Contemplating whether to expand beyond current vendors
 - RFP (and associated responses) would be complex and challenging to accurately evaluate
 - Arguably most complex business requirement is City’s “retro pay”
 - Possible consideration – consultant to help with potential RFP
 - Conventional “market scouting” suggests other players are more similar to JD Edwards costs
 - Possible “brass tacks” question – do we want to drive a Lexus, or will a Chevy be acceptable?



TO: Lancaster County Board of Commissioners
FROM: Amy Prenda, JRI Coordinator
DATE: September 1, 2016
RE: Justice Reinvestment Implementation Overview

In 2014, with the help of the Council of State Governments Justice Center, Nebraska leaders decided to undertake Justice Reinvestment, on a data-driven approach to reduce corrections spending and reinvest savings in strategies that decrease recidivism. As a result of this, LB 605 was enacted in May 2015 and went into effect August 2015 and is meant to help the state reverse its rising prison population and increase public safety.

Nebraska Reinvestment Implementation Coordination Committee

In an effort to sustain the justice reinvestment initiatives of LB 605 (2015), Nebraska reconstituted the Nebraska Justice Reinvestment Working Group into the Nebraska Justice Reinvestment Implementation Coordinating Committee (JRICC) to serve as an advisory committee to the implementation of justice reinvestment. This committee includes representatives from a broad spectrum of the criminal justice system and is chaired by the Speaker of the Legislature, the Governor and the Chief Justice.

Members of JRICC (Chairpersons in bold):

- Kathy Campbell, Senator, Nebraska Legislature
- John Colborn, District Court Judge, 3rd District
- Rosalyn Cotton, Chair, Board of Parole
- Leo Dobrovolny, District Court Judge, 12th District
- Ellen Fabian-Brokofsky, Probation Administrator, Administrative Office of Probation
- Darrell Fisher, Executive Director, Crime Commission
- Mike Foley, Lt. Governor
- Mark Foxall, Director, Douglas County Department of Corrections
- Scott Frakes, Director, Department of Correctional Services
- **Galen Hadley, Speaker, Nebraska Legislature**
- **Michael Heavican, Chief Justice, Nebraska Supreme Court**
- Joe Kelly, County Attorney, Lancaster County
- Don Kleine, County Attorney, Douglas County
- Bob Krist, Senator, Nebraska Legislature
- Greg London, Chief Deputy, Sarpy County Sheriff's Office
- Heath Mello, Senator, Nebraska Legislature
- Joe Nigro, Public Defender, Lancaster County
- Doug Peterson, Attorney General
- Gerald Piccolo, Public Defender, Hall County
- **Pete Ricketts, Governor**
- Thomas Riley, Public Defender, Douglas County
- Les Seiler, Senator, Nebraska Legislature
- Corey, Steel, State Court Administrator, Administrative Office of the Courts

Committee on Justice Reinvestment Oversight

The Committee on Justice Reinvestment Oversight is a special legislative committee created by LB 605. The committee is comprised of five members of the Legislature selected by the Executive Board, including the chairperson of the Judiciary Committee who serves as the chairperson of the legislative committee.

Members of the committee include (Chairperson in bold):

- Senator Kathy Campbell, Chair of the Health and Human Services Committee
- Senator Galen Hadley, Speaker
- Senator Bob Krist, Chair of the Executive Board
- Senator Health Mello, Chair of the Appropriations Committee
- **Senator Les Seiler, Chair of the Judiciary Committee**

Nebraska Justice Reinvestment Implementation Steering Committee

The Justice Reinvestment Implementation (JRI) Steering Committee is responsible for the direct coordination of justice reinvestment implementation within the courts, corrections, probation and parole. This includes regular analysis of criminal justice system data to determine drivers of the corrections population and respective cost, adopting performance measures and identifying reinvestment priorities. The JRI Steering Committee also serves as an advisory committee to the JRI Issue Specific Teams.

Members of the JRI Steering Committee include:

- Ellen Fabian-Brokofsky, Probation Administrator, Administrative Office of Probation
- Corey Steel, State Court Administrator, Administrative Office of the Courts
- Rosalyn Cotton, Chair, Board of Parole
- Scott Frakes, Director, Department of Correctional Services.

Justice Reinvestment Implementation Issue Specific Teams

The JRI Steering Committee with the guidance from the CSG Justice Center created five issue specific teams directly responsible for coordinating justice reinvestment implementation between agencies. The teams include key stakeholders who met often for the purpose of identifying gaps, problem solving and developing solutions to ensure successful justice reinvestment implementation. The teams regularly meet in order make certain LB 605's expected outcomes are realized.

County Reinvestment Team

The County Reinvestment Team's charge is to identify the impact justice reinvestment implementation may have on the counties and jails. The team provided initial comment on and recommendations to the County Reinvestment Grant Program rules and regulations drafted by the Nebraska Crime Commission. The team also has identified gaps in county jail data collection and was instrumental in having LR 550 (2016) introduced by Senator Schumacher for the purpose of examining the feasibility of creating a common data collection site for the county

jail information to receive funding under the County Justice Reinvestment Grant Program. Such a common data collection site will ensure the evaluation of county jail costs are providing reliable and uniform information.

Data Monitoring Team

The Data Monitoring Team's charge is to create data collection and reporting processes to monitor implementation and outcomes related to LB 605. This team developed the metrics and protocols to monitor justice reinvestment implementation, including mapping the agencies' data systems and identifying system challenges in tracking the necessary data and sharing this data with CSG Justice Center. This team is key to measuring the progress of justice reinvestment implementation.

Reentry Planning and Coordination Work Group

The Reentry Planning and Coordination Work Group's charge is to create a standardized reentry process that coordinates across all affected agencies and incorporates new provisions in LB 605, including the post-release supervision and parole board guidelines. This team has addressed the internal logistics of creating a model systems map that tracks how an offender moves through the system. This included developing a process for reentry planning to begin at the time of intake into a correctional facility and a reentry plan to be used by the Department of Correctional Services (DCS), Administrative Office of Probation, Board of Parole, and Adult Parole Administration.

The team is in the process of redefining and expanding its charge beyond the internal logistics of reentry to include addressing those challenges experienced by individuals leaving confinement and transitioning back into their communities. In addition to developing a system of communication and coordination between the agencies, this team is working towards creating a program and services continuum across the entire system to ensure agencies are using resources efficiently and not duplicating work. As a result of the work completed by this team, the JRI Steering Committee applied for a JRI Maximizing State Reforms grant and DCS applied for a Byrne JAG to expand capacity for available housing for those transitioning from prison back into their communities. [See below for an overview of the JRI Maximizing State Reforms grant.]

Restitution Team

The Restitution Team's charge is to develop or amend rules, practices, training and outreach needed to implement the changes to restitution practices in LB 605. This team assisted the Department of Correctional Services (DCS) on the drafting of the rules and regulations for withdrawing ordered restitution from inmates' accounts. The team also facilitated information and document sharing processes between the courts and DCS. This team worked and will continue to work with the Nebraska Coalition for Victims of Crime on outreach and education to stakeholders (e.g., judges, prosecutors, court staff, victim advocates, jails, defense counsel, and the public) on the changes to restitution collection as a result of LB 605. The team will also track the impact LB 605 has had on the expected increase of collection of restitution.

Sentencing Team

The Sentencing Team's charge is to address the adoption of sentencing changes in LB 605 through stakeholder engagement, education and monitoring for changes in charging and adjudication practices. This team assisted Judiciary Committee staff with the drafting of LB 1094 (2016) for the purpose addressing conflicts in the statutes with the enactment of LB 605 and also to clarify operational processes implemented by the courts, probation and parole. This team will continue to monitor unintended consequences with justice reinvestment implementation and will also do education and outreach to stakeholders on LB 605 and LB 1094.

Update on JRI Progress

Since LB 605 went into effect in August of 2015:

- DCS staff developed a new partnership with the Administrative Office of Probation to coordinate reentry planning for people leaving prison for the newly-created Post-Release Supervision. There has also been unprecedented levels of information sharing between DCS and Probation staff, including a new procedure for DCS staff to receive Pre-Sentence Investigations from Probation for people entering prison within 3-5 business days. This helps the folks at the Diagnostic and Evaluation Center, and DCS clinicians, understand who's coming in the door and what their needs are.
- DCS has implemented a validated risk and needs assessment. The department has chosen the STRONG-R to be used across the system, from intake to release on community supervision. Staff training on the STRONG-R begins in June. The STRONG-R will serve as the foundation for the adoption of many evidence-based practices across DCS and parole, including the parole supervision matrix and the parole board guidelines.
- The Adult Parole Administration has been working very closely with CSG to implement the evidence-based practices and trainings required by LB 605. A training plan is in progress to include the validated risk and need assessment, incentive and sanction matrix, and Effective Practices in a Community Setting (EPICS), a nationally recognized training by the University of Cincinnati.
- The Board of Parole received technical assistance from CSG to develop evidence-based decision making guidelines. This actuarial tool will better inform parole board decisions by examining offenders' risk to commit new crimes, program attendance, and institutional behavior to determine suitability for release from prison. The parole guidelines are currently being piloted in three DCS correctional facilities.
- A working group of parole staff and a parole board member collaborated with CSG to develop a matrix of sanctions and incentives as required by LB 605. Use of a matrix is a nationally-recognized evidence based practice in supervising offenders. It will standardize officers' responses to both positive behavior and violations by parolees in a way that decreases the parolee's likelihood to commit new crimes.
- Administrative Office of Probation created and hired new administrative Navigator positions which serve as the conduit for client reentry between DCS, Parole, and Probation Districts.

- Administrative Office of Probation opened new Reporting Centers in Hastings, North Platte, Omaha, Lincoln and Beatrice expanding the availability of rehabilitative and other programs across the state.
- A working group has also been formed with CSG, the Board of Parole, Adult Parole Administration and DCS to address inmates being mandatorily discharged from a state correctional facility without supervision (“jam out”). This working group is using data on why inmates have jammed out to try to prevent future occurrences when possible. The group has also identified people who are at risk of jamming out in the next year and will work to address parole readiness on eligible cases.
- DCS staff has been working with the courts and other stakeholders to streamline its restitution collection practices and automatically withdraw restitution payment from inmate accounts as required by LB 605. A public hearing on the restitution rules and regulations occurred in June 2016 and the expectation is they will go into effect in September of 2016.
- DCS, the Administrative Office of the Courts, and the Administrative Office of Probation have worked with CSG and the data issue specific team to create a large list of data metrics to track the implementation of LB 605 and its progress meeting CSG’s projections. Data is being submitted to CSG monthly. Due to LB 605, DCS expects to see fewer Felony IV admissions to prison in coming months and the number of jam outs decreasing over time. There should be an increase in restitution collections from inmates as well.
- The JRI Steering Committee applied to the Department of Justice for a *Justice Reinvestment Initiative: Maximizing State Reforms* grant. The proposal was submitted on April 11. Nebraska is asking for or \$1.6 million over 36-months to support Project Integrate, a new initiative to provide supportive housing to inmates with substance use and mental health issues reentering the community. DCS, the Administrative Office of Probation, Adult Parole Administration, and Douglas County Department of Corrections will collaborate with the Metro Area Continuum of Care for the Homeless and other local service providers target high risk offenders returning to Douglas County who have behavioral health issues and are homeless or near homeless. Project Integrate is expected to serve as a model for transitional housing to be implemented statewide.

CSG Data Collection and Analysis

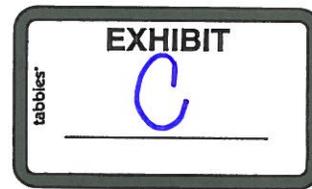
As part of the implementation phase of Justice Reinvestment, Nebraska criminal justice agencies are required to report data metrics to CSG monthly to track the progress of LB 605 policy changes. These metrics were initially assembled by the data issue specific team and approved by the JRI Steering Committee. CSG uses these monthly data reports to quickly identify places where the LB 605 policies may not be working as intended and adjust technical assistance to the state, along with measuring the long-term success of justice reinvestment policies in the state.

Justice Program Assessment

CSG completed an in-depth analysis of Nebraska prison programming (the Justice Program Assessment) for DCS. The Justice Program Assessment (JPA) evaluates the extent to which the state is making investment in programs that are likely to reduce recidivism by adhering to evidenced-based practices. Specifically, the JPA looked at whether DCS programs: 1) target people who are most likely to reoffend; 2) use practices rooted in the latest research on what works to reduce recidivism; and 3) regularly review program quality and evaluate how closely the program adheres to its established model.

The CSG released the JPA results and recommendations in June 2016. So far CSG has found most programs used by DCS are evidence-based, but not enough people are getting through programming. Additionally, it's not clear the right people are getting into appropriate programs.

Questions related to the Justice Reinvestment Initiative may be directed to Amy Prenda, Justice Reinvestment Implementation Coordinator at 402-318-2999 or amy.prenda@nebraska.gov.



Lancaster County

2nd Quarter Experience Summary and Cost Review

Plan Year January 1, 2016 through December 31, 2016

Experience through June 30, 2016

**Lancaster County
Medical & Rx Monthly Report**

	Enrollment						Administration Expenses					Claim Expenses						Total Cost Summary				
	EE	2 Party	4 Party	Family	Total	Total Members	Admin Fees	Specific Stop Loss Prem	Agg Stop Loss Prem	AEA FEES	Total Admin Costs	Medical Claims	Rx Claims	Other Claims (M/N vision)	Other Claims (Run-out, capitated expense)	Total Gross Paid Claims	Claims Over Specific	Net Paid Claims	Total Plan Cost	Expected Plan Cost	Amount Over / (Under) Expected	Ratio of Actual to Expected
Jan-16	397	113	80	230	820	1811	\$36,252	\$60,090	-	\$966	\$97,308	\$494,717	\$184,249	-	-	\$678,966	\$0	\$678,966	\$776,274	\$1,029,854	(\$253,580)	75.4%
Feb-16	401	113	79	229	822	1829	\$36,341	\$60,236	-	\$521	\$97,098	\$494,038	\$164,175	-	-	\$658,213	\$0	\$658,213	\$755,311	\$1,032,366	(\$277,055)	73.2%
Mar-16	395	112	76	235	818	1829	\$36,164	\$59,943	-	\$461	\$96,568	\$524,534	\$228,959	-	-	\$753,493	\$0	\$753,493	\$850,061	\$1,027,343	(\$177,282)	82.7%
Apr-16	394	114	78	235	821	1826	\$36,296	\$60,163	-	\$128	\$96,587	\$718,502	\$170,762	-	-	\$889,264	(\$27,593)	\$861,671	\$958,258	\$1,031,110	(\$72,852)	92.9%
May-16	391	114	79	235	819	1833	\$36,208	\$60,016	-	\$2,879	\$99,103	\$690,221	\$187,000	-	-	\$878,221	(\$72,021)	\$806,191	\$905,294	\$1,028,598	(\$123,304)	88.0%
Jun-16	383	117	78	235	813	1838	\$35,943	\$59,577	-	\$469	\$95,989	\$626,192	\$187,000	-	-	\$774,825	(\$31,847)	\$742,978	\$838,967	\$1,021,063	(\$182,096)	82.2%
Jul-16									-					-								#DIV/0!
Aug-16									-					-								#DIV/0!
Sep-16									-					-								#DIV/0!
Oct-16									-					-								#DIV/0!
Nov-16									-					-								#DIV/0!
Dec-16									-					-								#DIV/0!
Total	2361	683	470	1399	4913	10966	\$217,204	\$360,025	-	\$5,424	\$582,653	\$3,548,204	\$1,084,769	\$0	\$0	\$4,632,973	(\$131,461)	\$4,501,512	\$5,084,165	\$6,170,335	(\$1,086,170)	
Monthly Avg					819	1828	\$36,201	\$60,004	-	\$904	\$97,109	\$591,367	\$180,795	\$0	\$0	\$772,162	(\$21,910)	\$750,252	\$847,361	\$1,028,389	-\$181,028	
Avg PEPM							\$44.21	\$73.28	-	\$1.10	\$118.59	\$722.21	\$220.80	\$0.00	\$0.00	\$943.00	(\$26.76)	\$916.25	\$1,034.84	\$1,255.92	-\$221.08	
Avg PMPM							\$19.81	\$32.83	-	\$0.49	\$53.13	\$323.56	\$98.92	\$0.00	\$0.00	\$422.49	(\$11.99)	\$410.50	\$463.63	\$562.68	-\$99.05	82.4%

Pharmacy represents 24% of paid claims. Average is 17-20%. 2015 was 20%

2015 = \$400,138

2015 Enrollment 4,961
2016 Enrollment is down 1%

2015 Stop Loss \$330,502

2015 Administration \$219,326

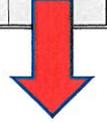
2015 Total Administration \$552,465

2015 Pharmacy Paid \$1,043,204
\$45,000 difference

2015 Total Paid Claims \$5,331,336. 2015 was 15% higher than 2016.

2015 Net Paid \$4,931,198 - 2015 was 9% higher

Discounts for 2015 were 41.11%. Discounts for 2016 are 42.56%. Represents 3.5%



2015 was 103.9%



Lancaster County

2016 Large Claim Report through June 2016

Claims Over \$100,000 (50%) of the Specific Deductible

The information on this report is for general client reporting purposes and is not meant to be used for risk evaluation or assessment for underwriting purposes.

Claimant	Relationship to Employee	Member Status	Union	Diagnosis *	Total Paid YTD	Amount Over the Specific	Net Plan Cost	% of Net Plan Paid Claims
#1	Employee	COBRA as of Dec 2015	C	Chronic Renal Failure	\$331,461	\$131,461	\$200,000	4.4%
#2	Employee	Active	AFSCME A	Malignant Neoplasm of Tongue	\$192,337	\$0	\$192,337	4.3%
#3	Employee	Active	AFSCME G	Heart Failure	\$137,134	\$0	\$137,134	3.0%
					Total Paid Claims		Total Net Plan Paid Claims	
					Total Large Claims	\$660,932	\$131,461	\$529,471
					Total Paid Claims YTD	\$4,632,973		\$4,501,512
					Large Claims as a Percent of the Total	14.3%		11.8%

Reinsurance Carrier	BCBSNE
Specific Deductible	\$200,000
Aggregating Specific Deductible	N/A
Lasers	No
Specific Contract	Paid
Specific Maximum	Unlimited
Lifetime Specific Maximum	Lifetime
Benefits Covered	Medical, Rx

2015 3 claimants over \$200,000- Reimbursements were \$400,138

**Lancaster County
2016 Large Claim Tracking**

Individual Specific Deductible: \$200,000
 Aggregating Specific Deductible: N/A
 Benefits Covered Under Contract: Medical / Rx
 Contract Basis: Paid
 Individual Claims in Excess of \$100,000, paid through: June 30, 2016

	Claim #1			Claim #2			Claim #3			Per Month	YTD Total	Adjustment	Total Adjustment
	Per Month	YTD Total	Adjustment	Per Month	YTD Total	Adjustment	Per Month	YTD Total	Adjustment				
Jan-16	\$64,201	\$64,201	\$0	\$106	\$106	\$0	\$728	\$728	\$0		\$0	\$0	\$0
Feb-16	\$14,761	\$78,962	\$0	\$2,564	\$2,670	\$0	\$0	\$728	\$0		\$0	\$0	\$0
Mar-16	\$70,423	\$149,385	\$0	\$5,468	\$8,138	\$0	\$78	\$806	\$0		\$0	\$0	\$0
Apr-16	\$78,208	\$227,593	-\$27,593	\$93,862	\$102,000	\$0	\$767	\$1,573	\$0		\$0	\$0	-\$27,593
May-16	\$72,021	\$299,614	-\$72,021	\$38,118	\$140,118	\$0	\$74,220	\$75,793	\$0		\$0	\$0	-\$72,021
Jun-16	\$31,847	\$331,461	-\$31,847	\$52,219	\$192,337	\$0	\$61,341	\$137,134	\$0		\$0	\$0	-\$31,847
Jul-16		\$331,461	\$0		\$192,337	\$0		\$137,134	\$0		\$0	\$0	\$0
Aug-16		\$331,461	\$0		\$192,337	\$0		\$137,134	\$0		\$0	\$0	\$0
Sep-16		\$331,461	\$0		\$192,337	\$0		\$137,134	\$0		\$0	\$0	\$0
Oct-16		\$331,461	\$0		\$192,337	\$0		\$137,134	\$0		\$0	\$0	\$0
Nov-16		\$331,461	\$0		\$192,337	\$0		\$137,134	\$0		\$0	\$0	\$0
Dec-16		\$331,461	\$0		\$192,337	\$0		\$137,134	\$0		\$0	\$0	\$0
YTD Total	\$331,461		-\$131,461	\$192,337		\$0	\$137,134		\$0	\$0	\$0	\$0	-\$131,461



Lancaster County
Self Funded Report- Dental with Ameritas

	Enrollment						Administration Expenses	Claim Expenses	Total Cost Summary
	EE	EE+Sp	EE+Ch	Family	Total	Total Members	Admin Fees	Dental Claims	Total Plan Cost
Jan-16	342	153	78	220	793		\$3,545	\$46,712	\$50,257
Feb-16	344	154	79	218	795		\$3,554	\$40,007	\$43,561
Mar-16	345	155	78	215	793		\$3,545	\$54,181	\$57,726
Apr-16	347	153	79	214	793		\$3,545	\$43,981	\$47,526
May-16	345	153	80	215	793		\$3,545	\$37,852	\$41,397
Jun-16	338	151	77	221	787		\$3,518	\$45,540	\$49,058
Jul-16									
Aug-16									
Sep-16									
Oct-16									
Nov-16									
Dec-16									
Total	2,061	919	471	1,303	4,754		\$21,250	\$268,273	\$289,523
Monthly Avg					792		\$10,625	\$134,137	\$144,762
Avg PEPM							\$4.47	\$56.43	\$60.90
Avg PMPM									

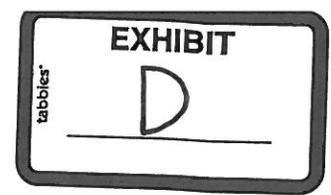
Total Plan Cost
2015 AVG PEPM \$57.44

2015 Enrollment
1,372
2016 Enrollment is **down 6%**

2015 Claims Expenses \$254,150
2016 is up by 6%
2015 AVG PEPM \$52.97

2015 Administration
\$10.724

2015 Total Plan Cost was \$275,597- **2016 is up by 6%**



COUNTY BOARD FACTSHEET

TO : County Clerk: Attn: Kelly Lundgren
FROM : David R. Cary, Director of Planning
RE : **Request for Resolution adopting Planning Department Fee Schedule**
DATE : August 30, 2016

1. The purpose of this resolution is to adopt the revised Planning Department Fee Schedule (p.2) reflecting a proposed increase in application review fees under Article 23 of the Lancaster County Zoning Resolution; Chapter 10 of the Lancaster County Land Subdivision Resolution; for amendments to the Comprehensive Plan; for Zoning Confirmation Letters; and establishing a new technology fee associated with the application review process, with the exception of Zoning Confirmation Letters. A similar proposed fee increase for application reviews in the City of Lincoln jurisdiction was adopted by the Lincoln City Council on August 8, 2016.
2. The Planning Department collects fees for all development applications that are filed and processed in accordance with the County's zoning and subdivision resolutions and the City's analogous ordinances. The fees collected with applications in 2014-15 amounted to about \$190,000 in revenue. These fees represent about 20% of the estimated direct costs (staff time processing applications, preparing agendas and minutes, scanning, naming and attaching in automated system, and mailing, copying and publishing costs) to provide these services, and about 15% of direct and indirect costs (updating codes, maintaining information systems, administrative costs, office space, equipment, etc.) for the broader functions supporting Development Review operations. The Development Review functions take about half of the department's resources; the other half is used for Long Range planning functions such as updating the Comprehensive Plan, preparing the Capital Improvement Program, historic preservation, and the federal transportation program activities. These percentages are typical for planning operations in peer communities around the country, as are the fees for various applications.
3. By tradition, the application fees are deposited upon receipt in the City and County general fund accounts, based on the jurisdiction of the land for each application. So these revenues are not reflected in the department's budget as a component of funding for the department.
4. Development application fees were last increased in 2000, 2003, 2008, and 2012. The purpose of the increase in 2000 was to fund an additional position in the Development Review section to more effectively handle the caseload at the time. The next two increases averaged 15-20% and reflected cost increases at the time, while the 2012 reflected a slower rate of cost increases from 2008 to 2012, resulting in a 10% increase in most cases.
5. The proposed fees reflect a compounded rate of city budget increases of 3.5% annually over the past 4 years, resulting in a proposed rate increase of 14.8% over the current fees. This would generate about \$28,000 (\$22,400 City and \$5,600 County) in additional revenue based on the 2014-15 volume of applications. In addition, the proposed implementation of a 10% increase to support technology would be applied to all application types. This portion of the fee would help to offset the costs of application review system-related upgrades and annual maintenance costs, generating approximately \$19,000 (\$15,200 City and \$3,800 County) in increased revenue.
6. The proposed fee for Zoning Confirmation Letters for daycare centers would be reduced by 50% (\$38.00) of the proposed general Zoning Confirmation Letter fee (\$76.00), since these letters take considerably less staff time.
7. It is requested that the proposed Fee Schedule become effective October 3, 2016.

Please take the necessary steps to schedule this item on the County Board agenda and inform us of the public hearing date. If the County Board would like staff to brief them on this item at a regular staff meeting, please make arrangements with Geri Rorabaugh at 402 441-6365 or at grorabaugh@lincoln.ne.gov.

If you need any further information, please contact Geri Rorabaugh in the Planning Department (402-441-6365 or plan@lincoln.ne.gov).

cc: County Board
David Derbin, County Attorney
County Engineer
Kerry Eagan, County Commissioners
Tom Cajka, Planning

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**LANCASTER COUNTY
ZONING AND SUBDIVISION FEE SCHEDULES**

****PROPOSED FEE INCREASE EFFECTIVE: OCTOBER 3, 2016****

ZONING FEES - RESOLUTION #R-12-0084- EFFECTIVE 10/02/2012

Administrative Amendment	\$165.00	<u>206.00</u>
Administrative Special Permit (wireless facilities)	\$165.00	<u>206.00</u>
Airport Zoning District Height Permit	\$330.00	<u>412.00</u>
Board of Zoning Appeals	\$330.00	<u>412.00</u>
Change of Zone to (map):		
Other districts, 1 acre or less	\$330.00	<u>412.00</u>
Other districts, greater than 1 acre	\$792.00	<u>988.00</u>
Text Change	\$330.00	<u>412.00</u>
Community Unit Plan, Mobile Home Court & Mobile Home Sub		
Base	\$792.00	<u>988.00</u>
Plus per-lot (Max. Per Acre Fee \$3295)	\$132.00	<u>165.00</u>
Postponement Fee	\$165.00	<u>206.00</u>
Special Permit (other than CUP, Mobile Home Court and Mobile Home Sub):		
1 acre or less	\$330.00	<u>412.00</u>
Greater than 1 acre	\$792.00	<u>988.00</u>
All other zoning applications	\$330.00	<u>412.00</u>

SUBDIVISION FEES - RESOLUTION #R-12-0084- EFFECTIVE 10/02/2012

Final Plat:		
Base	\$165.00	<u>206.00</u>
Plus per-lot (Maximum \$3000) (Max. Per Acre Fee \$3295)	\$ 33.00	<u>41.00</u>
Final Plat Amendment (amend conditions of approval)	\$330.00	<u>412.00</u>
Postponement fee	\$165.00	<u>206.00</u>
Preliminary Plat:		
Base	\$792.00	<u>988.00</u>
Plus per-lot (Maximum \$3000) (Max. Per Acre Fee \$3295)	\$132.00	<u>165.00</u>
Street Name Change	\$330.00	<u>412.00</u>
Survey error Correct final plat	\$165.00	<u>206.00</u>
Text Change (Same fee as CZ Text)	\$330.00	<u>412.00</u>
Vacation of Plat	\$330.00	<u>412.00</u>
Waivers (not accompanying another application)	\$330.00	<u>412.00</u>
Waiver (time extensions or waiver if associated with Final Plat in process)	\$165.00	<u>206.00</u>
All other subdivision applications	\$330.00	<u>412.00</u>

OTHER FEES

Zoning confirmation letter	\$ 66.00	<u>76.00</u>
<u>Zoning confirmation letter (Daycares only)</u>	<u>\$ 38.00</u>	
Comprehensive Plan Amendment	\$330.00	<u>412.00</u>

assemblies is the neglect of the chair to keep the assembly well informed as to what is the pending business. The habit of announcing the vote by simply saying that the "motion is carried" and then sitting down, cannot be too strongly condemned. Many members may not know what is the effect of the vote, and it is the chair's duty to inform the assembly what is the result of the motion's being carried or lost, and what business comes next before the assembly.

When a quorum [64] is present, a majority vote, that is a majority of the votes cast, ignoring blanks, is sufficient for the adoption of any motion that is in order, except those mentioned in 48, which require a two-thirds vote. A plurality never adopts a motion nor elects any one to office, unless by virtue of a special rule previously adopted. On a tie vote the motion is lost, and the chair, if a member of the assembly, may vote to make it a tie unless the vote is by ballot. The chair cannot, however, vote twice, first to make a tie and then give the casting vote. In case of an appeal [21], though the question is, "Shall the decision of the chair stand as the judgment of the assembly?" a tie vote, even though his vote made it a tie, sustains the chair, upon the principle that the decision of the chair can be reversed only by a majority, including the chair if a member of the assembly.

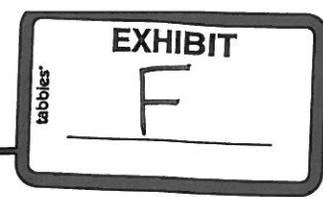
It is a general rule that no one can vote on a question in which he has a direct personal or pecuniary interest. Yet this does not prevent a member from voting for himself for any office or other position, as voting for a delegate or for a member of a committee; nor from voting when other members are included with him in the motion, even though he has a personal or pecuniary interest in the result, as voting on charges preferred against more than one person at a time, or on a resolution to increase the salaries of all the members. If a member could in no case vote on a question affecting himself, it would be impossible for a society to vote to hold a banquet, or for a legislature to vote salaries to members, or for the majority to prevent a small minority from preferring charges against them and suspending or expelling them. By simply including the names of all the members, except those of their own faction, in a resolution preferring charges against them, the minority could get all the power in their own hands, were it not for the fact that in such a case all the members are entitled to vote regardless of their personal interest. A sense of delicacy usually

prevents a member from exercising this right of voting in matters affecting himself except where his vote might affect the result. After charges are preferred against a member, and the assembly has ordered him to appear for trial, he is theoretically under arrest, and is deprived of all rights of membership and therefore cannot vote until his case is disposed of.

A member has the right to change his vote up to the time the vote is finally announced. After that, he can make the change only by permission of the assembly, which may be given by general consent; that is, by no member's objecting when the chair inquires if any one objects. If objection is made, a motion may be made to grant the permission, which motion is undebatable.

While it is the duty of every member who has an opinion on the question to express it by his vote, yet he cannot be compelled to do so. He may prefer to abstain from voting, though he knows the effect is the same as if he voted on the prevailing side.

Voting by Ballot. The main object of this form of voting is secrecy, and it is resorted to when the question is of such a nature that some members might hesitate to vote publicly their true sentiments. Its special use is in the reception of members, elections, and trials of members and officers, as well as in the preliminary steps in both cases, and the by-laws should require the vote to be by ballot in such cases. Where the by-laws do not require the vote to be by ballot, it can be so ordered by a majority vote, or by general consent. Such motions are undebatable. Voting by ballot is rarely, if ever, used in legislative bodies, but in ordinary societies, especially secret ones, it is habitually used in connection with elections and trials, and sometimes for the selection of the next place for the meeting of a convention. As the usual object of the ballot is secrecy, where the by-laws require the vote to be taken by ballot any motion is out of order which members cannot oppose without exposing their views on the question to be decided by ballot. Thus, it is out of order to move that one person cast the ballot of the assembly for a certain person when the by-laws require the vote to be by ballot. So, when the ballot is not unanimous it is out of order to move to make the vote unanimous, unless the motion is voted on by ballot so as to allow members to vote against it in secrecy.



Kerry P. Eagan

From: Sheli (Michelle) Schindler
Sent: Wednesday, August 31, 2016 3:47 PM
To: Kerry P. Eagan
Subject: Naco

Kerry,

I read the agenda for the Naco conference and I would like to suggest that Sara, myself and Brad attend the presentation by Heavican and Steele. I have not spoken to Brad and Sara about this but that is my suggestion. Would it be intrusive if I went? A side note, I am on the Crime Commission who distributes the Community Aide funds for both 605 and community aide so one could argue my attendance is relevant in that capacity as well. Thanks for the consideration, sheli

Michelle Schindler, Director
Lancaster County Youth Services Center

Would you rather be able to go forward in time on three different occasions in your life -OR- go back in time once?

Office- 402-441-7093
Facility- 402-441-7090