

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
THURSDAY, AUGUST 22, 2019  
COUNTY-CITY BUILDING  
ROOM 113 - BILL LUXFORD STUDIO  
8:30 A.M.**

Commissioners Present: Roma Amundson, Chair; Sean Flowerday, Vice Chair; Deb Schorr and Christa Yoakum

Commissioners Absent: Rick Vest

Others Present: Kerry Eagan, Chief Administrative Officer; Ann Ames, Deputy Chief Administrative Officer; and Leslie Brestel, 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 21, 2019.*

The Chair noted the location of the Open Meetings Act and opened the meeting at 8:32 a.m.

**AGENDA ITEM**

**1) APPROVAL OF STAFF MEETING MINUTES FOR AUGUST 15, 2019**

**MOTION:** Flowerday moved and Yoakum seconded approval of the August 15, 2019 Staff Meeting minutes. Schorr, Amundson, Flowerday and Yoakum voted yes. Vest was absent. Motion carried 4-0.

**2) BOARD OF CORRECTIONS QUARTERLY MEETING – Brad Johnson, Corrections Director; and Pat Condon, County Attorney**

Separate minutes.

Schorr exited the meeting at 9:20 a.m. to attend a meeting with Senator Fischer regarding the 33<sup>rd</sup> and Cornhusker project.

Flowerday exited the meeting at 9:20 a.m. and returned at 9:23 a.m.

**3) YOUTH SERVICES CENTER PER DIEM FOR HEALTH AND HUMAN SERVICES – Sheli Schindler, Youth Services Director**

Schindler stated the Nebraska Department of Health and Human Services (DHHS) agreed to a per diem rate of \$375 retroactive to July 2019, with an amendment to renew next year.

**MOTION:** Flowerday moved and Yoakum seconded to approve the \$375 per diem rate.

Eagan added the contract will be before the Board on a Tuesday. Schindler said at a later date the Board will need to discuss the per diem rate as it pertains to contract counties and Juvenile Probation.

**ROLL CALL:** Amundson, Flowerday and Yoakum voted yes. Vest and Schorr were absent. Motion carried 3-0.

**4) PROPOSAL FOR AFFORDABLE SENIOR HOUSING ON TRABERT HALL PROPERTY –**  
Topher Hansen, CenterPointe President and CEO

Maggie Peavy, CenterPointe Director of Housing Operations, was also present.

Hansen reviewed the proposal to develop a Housing and Urban Development (HUD) 202 project for affordable housing for seniors (see agenda packet). If the proposal is accepted, the County has the first right of refusal as the agreement (Contract C-18-0663) would need to be modified. Peavy added the seniors using the housing would be low-to-moderate income and may or may not be using CenterPointe's services. CenterPointe is trying to build community.

When asked about the project timeline, Peavy said the application deadline is August 28, with a decision by January 2020 and, if approved, funds would be available in April or May 2020. The project would need to be completed within three years.

Regarding County Contract C-18-0663, Hansen said the land to be developed would need to be replatted to be separate from Trabert Hall. With the replatting, the County's right of first refusal would be eliminated from the HUD 202 area but would remain with the rest of the Trabert facility.

Amundson and Flowerday shared similar concerns that if the Contract with CenterPointe is not completed, the County would be repossessing a property with a significantly reduced value.

Eagan stated the request is for a letter saying the Board would be willing to do a conditional release on the property. The letter would be a preliminary first step to allow CenterPointe to apply for the grant. The County Attorney's Office has prepared a letter that is ready for Tuesday's agenda. If the County chooses to move forward, the sales agreement would need to be renegotiated.

Steve Henrichsen, Lincoln/Lancaster County Planning Department, said there is a historic preservation special permit (SP 17030) on the property and the Planning Department has questions regarding how the project would fit with the primary purpose of the permit. Hansen felt the project would complete the neighborhood and enhance the area.

It was the consensus of the Board to move the letter to the next Tuesday agenda.

**5) PROSECUTION TRAINING GRANT INSURANCE WAIVER –** Sara Hoyle, Human Services Director

Sue Eckley, Risk Management Director, was also present.

Hoyle stated the \$250,000 grant received for juvenile prosecutor training allows for prosecutors to

attend trainings and also for speakers to be brought in for trainings. Hoyle and Eckley recommended, due to the low risk to the County, that speakers brought in for an off-site training be allowed to waive insurance requirements that are not appropriate to the situation such as commercial general liability insurance requirement, automobile liability and worker's compensation insurance if the individual does not have employees.

It was the consensus of the Board for speaker contracts for trainings held off-site be drafted with insurance requirements appropriate to both the venue and speaker.

## **CHIEF ADMINISTRATIVE OFFICER REPORT**

### **C. Project Connect, September 20, 2019**

Hoyle invited the Commissioners to serve as navigators for the project.

#### **A. County Board Initiatives Update**

Eagan reported the County Code will be finished by the end of the year.

The Wilderness Park transfer was removed from the initiatives.

### **6) BUDGET UPDATE – Dennis Meyer, Budget and Fiscal Officer**

Meyer reviewed the proposed budget information (see agenda packet).

Regarding property valuations, a 6.5% increase was estimated and used for budget calculations. However, the valuations increased 6.89% generating an additional \$290,699. The Board discussed adding the \$290,699 to cash reserve.

Meyer said three resolutions will be presented at the budget hearing addressing the following: the \$.15 allocation, 1% for lid on restricted funds and adoption of the budget. The budget resolution will have an attachment that shows what has changed since the proposed budget was filed. This year's budget resolution will highlight the extra funds to the cash reserve and the addition and transfer of \$440,000 from the Federal Emergency Management Agency (FEMA) funds to the County Engineer's budget.

Regarding LB103 (Change the procedure for setting a political subdivision's property tax request), Meyer said he will state some same information at the budget hearing as he will at a special hearing for the increased property tax request.

The budget hearing is set for Tuesday, August 27 at 9:00 a.m.

### **7) CHIEF ADMINISTRATIVE OFFICER REPORT**

#### **A. County Board Initiatives Update**

Item moved forward on agenda.

**B. Legislative Retreat Memo**

Eagan reviewed the memo (see agenda packet). The Board agreed with the meeting agenda as presented.

**C. Project Connect, September 20, 2019**

Item moved forward on agenda.

**D. Claim for Review of Voucher #654974 & 6549755 for \$2,432.94 and \$2,869.55 from Lancaster County Engineering (Claims beyond the 90-day time period).**

Ames stated the Engineer's Office is recommending payment of the invoice. The claim was missed due to staffing gaps.

**E. Claim for Review of Voucher #655666 for \$718.89 from Robert Hays, Lancaster County Public Defender (P-Card not used for travel expenses).**

Ames said the Purchase Card (P-Card) was not used due to some expenses not being applicable to the conference.

It was the consensus of the Board to move Items 7a and 7b to next Tuesday's agenda as regular claims.

**8) DISCUSSION OF BOARD MEMBER MEETINGS ATTENDED**

**A. Lancaster County Fairgrounds Joint Public Agency - Amundson/Vest**

No meeting was held.

**B. Lincoln Independent Business Association Elected Officials Meeting - Flowerday/Schorr**

Flowerday reported discussions on the wheel tax, County budget, County bonding for bridges, and the City's budget.

**C. Visitors Promotion Committee - Amundson**

Eagan reported discussion on the restrained budget, bidding for high school volleyball contracts, and possible project recommendations, including the Lincoln Children's Zoo, the Lincoln Sports Foundation and Malcolm Youth Sports. The Visitors Promotion Committee (VPC) will bring recommendations to the Board at a future staff meeting.

**9) EXECUTIVE SESSION FOR LEGAL ADVICE – Pat Condon, County Attorney; Doug Cyr, Chief Deputy County Attorney; and David Derbin, Deputy County Attorney**

**MOTION:** Flowerday moved and Yoakum seconded to enter Executive Session for the purposes of receiving legal advice, and to protect the public interest. **NOTE:** Though the time was not stated in

the motion, the Clerk's Office noted the time at 10:01 a.m.

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

**ROLL CALL:** Amundson, Flowerday and Yoakum voted yes. Vest and Schorr were absent. Motion carried 3-0.

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

**MOTION:** Flowerday moved and Yoakum seconded to enter Executive Session for the purposes of labor negotiations, and to protect the public interest. **NOTE:** Though the time was not stated in the motion, the Clerk's Office noted the time at 10:01 a.m.

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

**ROLL CALL:** Amundson, Flowerday and Yoakum voted yes. Vest and Schorr were absent. Motion carried 3-0.

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

Schorr returned to the meeting.

**MOTION:** Schorr moved and Yoakum seconded to exit Executive Session at 11:22 a.m. Schorr, Amundson, Flowerday and Yoakum voted yes. Vest was absent. Motion carried 4-0.

**10) LABOR NEGOTIATIONS** – Doug McDaniel, Human Resources Director; Kristy Bauer, Deputy County Attorney; Nicole Gross, Compensation Manager; and Amy Sadler, Compensation Manager

See Item 9.

## **11) CHIEF ADMINISTRATIVE OFFICER REPORT**

- A.** County Board Initiatives Update
- B.** Legislative Retreat Memo
- C.** Project Connect, September 20, 2019
- D.** Claim for Review of Voucher #654974 & 6549755 for \$2,432.94 and \$2,869.55 from Lancaster County Engineering (Claims beyond the 90-day time period).
- E.** Claim for Review of Voucher #655666 for \$718.89 from Robert Hays, Lancaster County Public Defender (P-Card not used for travel expenses).

Items A-E moved forward on agenda.

**12) DISCUSSION OF BOARD MEMBER MEETINGS ATTENDED**

- A.** Lancaster County Fairgrounds Joint Public Agency - Amundson/Vest
- B.** Lincoln Independent Business Association Elected Officials Mtg. - Flowerday/Schorr
- C.** Visitors Promotion Committee - Amundson

Items A-C moved forward on agenda.

**13) SCHEDULE OF BOARD MEMBER MEETINGS**

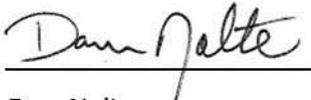
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**14) EMERGENCY ITEMS**

There were no emergency items.

**15) ADJOURNMENT**

**MOTION:** Flowerday moved and Schorr seconded to adjourn at 11:23 a.m. Schorr, Amundson, Flowerday and Yoakum voted yes. Vest was absent. Motion carried 4-0.



Dan Nolte  
Lancaster County Clerk

