

MINUTES
DEPARTMENTAL BUDGET HEARINGS
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING, ROOM 113
THURSDAY, MAY 29, 2008
1 P.M.

Commissioners Present: Bob Workman, Chair
Bernie Heier, Vice Chair
Larry Hudkins
Deb Schorr
Ray Stevens

Others Present: Kerry Eagan, Chief Administrative Officer
Dennis Meyer, Budget and Fiscal Officer
Dan Nolte, County Clerk
Melissa Koci, County Clerk's Office

The Chair opened the meeting at 1:02 p.m..

County Clerk (602)

Present were Dan Nolte, County Clerk; Cori Beattie, Deputy County Clerk; and Tim Genuchi, Accounting Operations Manager.

Nolte indicated Information Services can be decreased \$7,000. They have also budgeted for Tim to attend a Quest user group for People's Software conference, which could be eliminated if necessary.

Beattie distributed documentation regarding the *Lancaster County Clerk's Additional Proposed Revenues for FY2008-09* (Exhibit A). She indicated the Board has the option to add an occupation tax to all retail liquor licenses that are issued or renewed by the County. She noted the City of Lincoln charges an occupation tax on licenses under their jurisdiction at an amount two times the license fee.

Beattie said revenue could also be generated by increasing the County's Special Designated License (SDL) fee from \$45 to \$80. The new rate would mirror the SDL fee currently charged by the City of Lincoln.

Beattie also explained that the County's current policy is to waive SDL fees when an applicant has a catering license, although, this is not required by State law. Foregoing this waiver and implementing the fees above would generated an additional \$16,225.

Eagan agreed the County should not waive SDL fees.

The Board agreed to look at both of the revenue additions and indicated that Genuchi should attend the conference.

County Treasurer (603)

Present were Terry Adams, Deputy County Treasurer; and Liz Thanel, Accountant in the County Treasurer's Office.

Adams indicated the Treasurer's revenue commission can be changed from \$3.4 million to \$3.6 million.

Meyer asked if they would make the \$2.8 million in interest revenue for this year.

Adams said it would be close, but they will probably make it. Adams also noted the rent has increased at the Motor Vehicle Department, but has decreased in the County-City Building. He had no idea why these changed.

Meyer asked if the bond money for Orion will be used in 2009.

Adams said it would.

Hudkins asked when the final payments would be made on the system.

Adams said he hoped to have it up and tested by the end of this year. He added no payments will be made until it is up, running and working.

County Assessor/Register of Deeds (605)

Present were Norm Agena, County Assessor/Register of Deeds; Rob Ogden, Chief Field Deputy Assessor/Register of Deeds; and Scott Gaines, Chief Administrative Deputy Assessor/Register of Deeds.

Gaines indicated their 2008 budget will be underspent by \$190,000 due to vacant positions, downgrading and restructuring.

Agena said they are doing a county-wide reappraisal next year. Preliminary notices will be sent out, therefore, they will be asking for additional postage funds in February.

There were no other significant changes in the budget.

County Board (601)

There were no significant changes.

Administrative Services (613)

Eagan distributed documentation regarding the Administrative Services 5% Reduction of Proposed FY08-09 Budget (Exhibit B).

Eagan said regular salaries can be reduced by \$5,000 and travel and memberships could be eliminated reducing the budget by another \$4,000. He said they could begin to charge for parking which would reduce the budget by \$2,500. Official salaries could also be reduced 5% with the majority of the monies coming out of his personal salary.

Meyer said there should be additional monies in the budget for the current year because there was a vacancy in the office for several months.

Eagan said he would be okay reducing the budget by \$5,000, however, the other reductions were suggestions.

Schorr indicated she wouldn't mind eliminating registration fees for NACO meetings.

Geographic Information System/County Engineer (615,703)

Present were Don Thomas, County Engineer; and Erik Hubl, GIS Manager.

GIS (615)

Hubl indicated employee expenses have decreased, however, Information Services fees have increased. Overall the FY 09 budget is 3% lower.

Stevens asked about the \$39,000 in revenue that was previously budgeted.

Meyer said it was for the GIS position which was moved to the Planning Department. The County will now be reimbursing the City for its share of the position.

County Engineer (703)

Thomas reported there are no significant changes to the FY 09 budget. It includes a 1.7% decrease. He noted the right-of-ways have increased \$80,000, which will eventually be taken out of the Bridge Fund.

Meyer questioned the status of the current year's budget. Thomas indicated he would need \$200,000 in additional appropriations.

Thomas distributed documentation regarding the computers his office needs for the current budget year (Exhibit C). He noted the new computers would come out of the Bridge Fund.

Records Management (648)

Present was Brian Pillard, Records & Information Manager.

Pillard indicated there are 29,000 boxes in the warehouse and they receive approximately 1,200 records requests per month. He indicated his FY 09 budget reflects a decrease and he is not asking for any new monies.

Conventions & Visitors Bureau (CVB)

Present were Wendy Birdsall; Jeff Maul; and Derek Feyerherm.

Birdsall distributed documentation regarding the Convention and Visitors Proposed Budget July 2008 through June 2009 and *Lincoln - The Prairie Capital City Brochure* (Exhibit D).

Maul said historically the CVB includes a 3% income increase in their budget. Other income has decreased due to lower advertising sales. He noted they would like to add an additional salesperson this coming budget year which would give them three (3) full-time sales positions.

Feyerherm reported the new salesperson would take over the retention markets on accounts that are in Lincoln on a present or rotating basis. He said the CVB has 3,500 active accounts they communicate with during a given year. Each salesperson is responsible for roughly 1,200 of them which does not allow much time for prospecting. He noted that while the number of accounts has increased 27% over the last three years, staff is being encouraged to focus on more prospecting with the hope of adding new accounts while still maintaining close contact with those which are ongoing.

Maul reported meetings and conferences have been zeroed out and consolidated down to Event Promotion and Sports Event Promotion. He said there is a net income of \$7,500 for 2008-09 and there will be a fund balance of \$81,800 (which is bid fee money) that will be carried over and used next fiscal year.

With regard to income, Meyer indicated the \$941,018 for Room Tax (CVB) is 2% and the \$244,000 for Room Tax (Bid Fees) is .25%.

Emergency Management (693)

Present was Doug Ahlberg, Emergency Management Director.

Ahlberg distributed documentation regarding *Hazard Mitigation Grant Requests for Lancaster County* (Exhibit E). He indicated he needs more room and the additional space could be paid for by the grant. Additionally, each Village and City within Lancaster County could purchase and install one (1) DC powered outside warning siren with these grant funds. The grant would also provide for the construction of "safe rooms" large enough to accommodate all parties living within one of the Lancaster County trailer parks.

Ahlberg said three sirens requested last year were deferred for one year, thus, they are included in this budget year. The total cost is \$70,000. He added this purchase could possibly be deferred for another year. The sirens will also be discussed at the Common meeting in July.

County Sheriff (651)

Present were Terry Wagner, County Sheriff, and Bill Jarrett, Chief Deputy Sheriff.

Wagner indicated his budget reflects a 4.7% or \$409,786 increase from last year. He gave a brief overview of the specifics.

Jarrett distributed documentation regarding the *Contracts & Grants - Individual Reports* (Exhibit F). Jarrett indicated not only do the contracts and grants supplement a lot of money from the Sheriff's Department, they save the County money, too. They quadruple the number of deputies per budget dollar which provides additional safety details for Lancaster County citizens.

Wagner noted the cost for staff security for the Hall of Justice is now over \$400,000 and it keeps increasing.

Stevens asked Wagner if the Public Building Commission reimburses the Sheriff's budget for the Hall of Justice security personnel.

Wagner said it is revenue neutral. He added his budget does not get credit for revenue generated, although, it gets criticized for the expenditure.

Stevens said maybe the Public Building Commission should be reimbursing the Sheriff's Department directly for that cost.

Wagner said, by law, any revenues generated have to go back into the General Fund.

Meyer said the Public Building Commission does pay for the costs and if the expenditures were taken out their budget, the Sheriff would lose \$400,000 on the expenditure side and \$400,000 on the revenue side.

Wagner distributed documentation regarding a *Possible Personnel Savings 2008-09* (Exhibit G) and noted there will be two deputies on military leave during the 2008-09 calendar year.

Schorr questioned the Digital Photo Management System, in the amount of \$26,000, as well as the request for 11 new computers.

Jarrett said they currently have no way to effectively manage the 9000+ digital evidence photos they take each year and their computers are very outdated.

Diversion Services

Present was Eric McMasters, Diversion Services.

McMasters distributed documentation regarding the *2007 Annual Report and Budget Supporting Materials for Fiscal Year 2008* (Exhibit I). McMasters briefly discussed the budget and noted there were no significant changes.

ADJOURNMENT

MOTION: Schorr moved and Heier seconded to adjourn the meeting at 4:17 p.m. Stevens, Hudkins, Workman, Heier and Schorr voted aye. Motion carried.

Dan Nolte
Lancaster County Clerk

NOTE: Documents referred to are included in Proposed Budget Fiscal Year 2009 (a copy is on file in the County Clerk's Office).