

**2016-2017
STATE OF NEBRASKA
EDUCATIONAL SERVICE UNIT BUDGET FORM**

RECEIVED

ESU # 18

SEP 19 2016

LANCASTER COUNTY

CLERK

This budget is for the Period September 1, 2016 through August 31, 2017

Upon Filing, the Entity Certifies the Information Submitted on this Form to be Correct:

The following **PERSONAL AND REAL PROPERTY TAX** is requested for the ensuing year:

\$ 2,919,271.68	Property Taxes for Non-Bond Purposes
\$ -	Principal and Interest on Bonds
\$ 2,919,271.68	Total Personal and Real Property Tax Required

Outstanding Bonded Indebtedness as of September 1, 2016

Principal	\$ -
Interest	\$ -
Total Bonded Indebtedness	\$ -

\$ 19,461,814,212.00	Total Certified Valuation (All Counties)
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(Certification of Valuation(s) from County Assessor MUST be attached)

Report of Joint Public Agency & Interlocal Agreements

Was this Subdivision involved in any Interlocal Agreements or Joint Public Agencies for the reporting period of July 1, 2015 through June 30, 2016?

YES NO

If YES, Please submit Interlocal Agreement Report by December 31, 2016.

County Clerk's Use ONLY

Report of Trade Names, Corporate Names & Business Names

Did the Subdivision operate under a separate Trade Name, Corporate Name, or other Business Name during the period of July 1, 2015 through June 30, 2016?

YES NO

If YES, Please submit Trade Name Report by December 31, 2016.

APA Contact Information

Auditor of Public Accounts
State Capitol, Suite 2303
Lincoln, NE 68509

Telephone: (402) 471-2111 FAX: (402) 471-3301

Website: www.auditors.nebraska.gov

Questions - E-Mail: Deann.Haeffner@nebraska.gov

Submission Information

Budget Due by 9-20-2016

Submit budget to:

1. Auditor of Public Accounts -Electronically on Website or Mail
2. County Board (SEC. 13-508), C/O County Clerk

ESU # 18

Line No.	TOTAL ALL FUNDS	Actual 2014 - 2015 (Column 1)	Actual/Estimated 2015 - 2016 (Column 2)	Adopted Budget 2016 - 2017 (Column 3)
1	Beginning Balances, Receipts, & Transfers:			
2	Net Cash Balance	\$ 2,101,658.00	\$ 2,591,724.00	\$ 2,693,269.00
3	Investments	\$ -	\$ -	\$ -
4	County Treasurer's Balance	\$ 160,690.00	\$ -	\$ -
5	Subtotal of Beginning Balances (Lines 2 thru 4)	\$ 2,262,348.00	\$ 2,591,724.00	\$ 2,693,269.00
6	Personal and Real Property Taxes (Columns 1 and 2 - See Preparation Guidelines)	\$ 2,531,359.00	\$ 2,560,635.00	\$ 2,890,368.00
7	Federal Receipts	\$ 882,026.00	\$ 801,149.00	\$ 1,567,950.00
8	State Receipts: Motor Vehicle Pro-Rate	\$ 7,647.00	\$ 7,890.00	\$ 7,500.00
9	State Receipts: Aid for Core Services & Technology Infrastructure	\$ 1,617,462.00	\$ 1,962,455.00	\$ 2,216,494.00
10	State Receipts: Other	\$ 66,832.00	\$ 74,910.00	\$ -
11	State Receipts: Property Tax Credit	\$ 89,703.00	\$ 125,375.00	
12	Local Receipts: Nameplate Capacity Tax	\$ -	\$ -	\$ -
13	Local Receipts: In Lieu of Tax	\$ -	\$ -	\$ -
14	Local Receipts: Other	\$ 5,835,152.00	\$ 6,078,614.00	\$ 6,785,850.00
15	Transfers In Of Surplus Fees	\$ -	\$ -	\$ -
16	Transfer In Other Than Surplus Fees (Should agree to Transfers Out on Line 28)	\$ -	\$ -	\$ -
17	Total Resources Available (Lines 5 thru 16)	\$ 13,292,529.00	\$ 14,202,752.00	\$ 16,161,431.00
18	Disbursements & Transfers:			
19	Operating Expenses	\$ 10,586,668.00	\$ 11,038,713.00	\$ 12,977,490.00
20	Capital Improvements (Real Property/Improvements)	\$ -	\$ -	\$ -
21	Other Capital Outlay (Equipment, Vehicles, Etc.)	\$ 114,137.00	\$ 470,770.00	\$ 550,030.00
22	Debt Service: Bond Principal & Interest Payments	\$ -	\$ -	\$ -
23	Debt Service: Payments to Retire Interest-Free Loans (Public Airports)			
24	Debt Service: Payments to Bank Loans & Other Instruments (Fire Districts)			
25	Debt Service: Other	\$ -	\$ -	\$ -
26	Judgments	\$ -	\$ -	\$ -
27	Transfers Out of Surplus Fees	\$ -	\$ -	\$ -
28	Transfers Out Other Than Surplus Fees (Should agree to Transfers In on Line 16)	\$ -	\$ -	\$ -
29	Total Disbursements & Transfers (Lines 19 thru 28)	\$ 10,700,805.00	\$ 11,509,483.00	\$ 13,527,520.00
30	Balance Forward/Cash Reserve (Line 17 - Line 29)	\$ 2,591,724.00	\$ 2,693,269.00	\$ 2,633,911.00
31	Cash Reserve Percentage			20%
PROPERTY TAX RECAP		Tax from Line 6		\$ 2,890,368.00
		County Treasurer's Commission at 1% of Line 6		\$ 28,903.68
		Delinquent Tax Allowance		\$ -
		Total Property Tax Requirement		\$ 2,919,271.68

To Assist the County For Levy Setting Purposes

The Cover Page identifies the Property Tax Request between Principal & Interest on Bonds and All Other Purposes. If your Educational Service Unit needs more of a breakdown for levy setting purposes, complete the section below.

Property Tax Request by Fund:	Property Tax Request
	<hr/>
General Fund	\$ 2,919,271.68
	<hr/>
Bond Fund	\$ -
	<hr/>
Total Tax Request	** \$ 2,919,271.68
	<hr/>

** This Amount should agree to the Total Personal and Real Property Tax Required on the Cover Page (Page 1).

Cash Reserve Funds

Statute 13-503 says cash reserve means funds required for the period before revenue would become available for expenditure but shall not include funds held in any special reserve fund. If the cash reserve on Page 2 exceeds 50%, you can list below funds being held in a special reserve fund.

<u>Special Reserve Fund Name</u>	<u>Amount</u>
<hr/>	<hr/>
Total Special Reserve Funds	<hr/> 0

Total Cash Reserve	\$ 2,633,911.00
Remaining Cash Reserve	\$ 2,633,911.00
Remaining Cash Reserve %	20%

CORRESPONDENCE INFORMATION

ENTITY OFFICIAL ADDRESS

If no official address, please provide address where correspondence should be sent

NAME	ESU #18
ADDRESS	5905 O Street, PO Box 82889
CITY & ZIP CODE	Lincoln, NE 68501
TELEPHONE	402-436-1000
WEBSITE	lps.org

	BOARD CHAIRPERSON	CLERK/TREASURER/SUPERINTENDENT/OTHER	PREPARER
NAME	Lanny Boswell	Liz Standish	Kim Schmidt
TITLE /FIRM NAME	Chairperson	ESU Adminstrator/ESU #18	State Aid & Budget Specialist/Lincoln Pub
TELEPHONE	402-436-1000	402-436-1636	402-436-1614
EMAIL ADDRESS	lanny.boswell@lps.org	lstandis@lps.org	kschmidt@lps.org

For Questions on this form, who should we contact (please one): Contact will be via email if supplied.

- Board Chairperson
- Clerk / Treasurer / Superintendent / Other
- Preparer

NOTE: If Budget Document is used as an Audit Waiver, approval of the Audit Waiver will be sent to the Board Chairperson via email. If no email address is supplied for the Board Chairperson, notification will be mailed via post office to address listed above.

2016-2017 LID SUPPORTING SCHEDULE

Calculation of Restricted Funds

Total Personal and Real Property Tax Requirements	(1)	\$ 2,919,271.68
Motor Vehicle Pro-Rate	(2)	\$ 7,500.00
In-Lieu of Tax Payments	(3)	\$ -
Aid for Core Services and Technology Infrastructure	(4)	\$ 2,216,494.00
Transfers of Surplus Fees	(5)	\$ -
Prior Year Budgeted Capital Improvements that were excluded from Restricted Funds.		
Prior Year 2015-2016 Capital Improvements Excluded from Restricted Funds (From 2015-2016 LC-3 Lid Exceptions, Line (11))	(6)	\$ -
LESS: Amount Spent During 2015-2016	(7)	\$ -
LESS: Amount Expected to be Spent in Future Budget Years	(8)	\$ -
Amount to be included as Restricted Funds (<u>Cannot</u> be a Negative Number)	(9)	\$ -
Nameplate Capacity Tax	(9a)	\$ -
TOTAL RESTRICTED FUNDS (A)		
	(10)	\$ 5,143,265.68

LC-3 Lid Exceptions

Capital Improvements (Real Property and Improvements on Real Property)	(11)	_____
LESS: Amount of prior year capital improvements that were excluded from previous lid calculations but were not spent and now budgeted this fiscal year (<i>cannot exclude same capital improvements from more than one lid calculation.</i>) Agrees to Line (8).	(12)	\$ -
Allowable Capital Improvements	(13)	\$ -
Interlocal Agreements/Joint Public Agency Agreements	(14)	\$ 4,055,460.00
Public Facilities Construction Projects (Statutes 72-2301 to 72-2308)	(15)	_____
Judgments	(16)	_____
Refund of Property Taxes to Taxpayers	(17)	_____
Repairs to Infrastructure Damaged by a Natural Disaster	(18)	_____
TOTAL LID EXCEPTIONS (B)		
	(19)	\$ 4,055,460.00

TOTAL RESTRICTED FUNDS For Lid Computation (To Line 9 of the LC-3 Lid Form) <i>To Calculate: Total Restricted Funds (A)-Line 10 MINUS Total Lid Exceptions (B)-Line 20</i>	(20) \$ 1,087,805.68
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Total Restricted Funds for Lid Computation **cannot** be less than zero. See Instruction Manual on completing the LC-3 Supporting Schedule.

ESU # 18

COMPUTATION OF LIMIT FOR FISCAL YEAR 2016-2017

2015-2016 Restricted Funds Authority (Base Amount) = Line (8) from last year's Lid Form 4,799,224.10
(1)

ALLOWABLE INCREASES

1 Base Limitation Percent Increase (2.5%) 2.50 %
(A)

Allowable Growth per the Assessor **MINUS** 2.5% - %
(B)

$\frac{416,424,607.00}{2016 \text{ Growth per Assessor}} \div \frac{19,028,682,944.00}{2015 \text{ Valuation}} = \frac{2.19}{\text{Multiply times 100 To get \%}}$

Total Base Limitation Increase = Line (A) **PLUS** Line (B) 2.50 %
(C)

Base Limitation Growth = Line (1) **TIMES** Line (C) 119,980.60
(D)

2016-2017 Calculated Base Limitation = Line (1) **PLUS** Line (D) 4,919,204.70
(2)

2 ALLOWABLE GROWTH

Base Revenue Need per Department of Education 4,702,079.00
(E)

Base Revenue Need Increase = Line (E) **TIMES** 110% 5,172,286.90
(F)

Allowable Growth = Line (F) **MINUS** Line (2) 253,082.20
(3)

3 ADDITIONAL ONE PERCENT BOARD APPROVED INCREASE - %
(4)

$\frac{\text{\# of Board Members voting "Yes" for Increase}}{\text{Total \# of Members in Governing Body (Attending \& Absent)}} = \frac{0.00}{\text{Must be at least .75 (75\%) of the Governing Body}} \%$

4 SPECIAL ELECTION/TOWNHALL MEETING - VOTER APPROVED \% INCREASE %
(5)

Please Attach Ballot Sample and Election Results OR Record of Action From Townhall Meeting

Levy Limit Form
Educational Service Units

ESU # 18

Total Personal and Real Property Tax Request		\$ 2,919,271.68 <u>(1)</u>
Less Personal and Real Property Tax Request for:		
Judgments (not paid by liability insurance coverage)	(_____) (A)	
Preexisting lease-purchase contracts approved prior to <u>July 1, 1998</u>	(_____) (B)	
Bonded Indebtedness -Must include copy of bond issuance and under what statute authority the bond was issued.	(_____) (C)	
Statute:		
Public Facilities Construction Bonds (Statutes 72-2301 to 72-2308)	(_____) (D)	
Total Exclusions		(\$ _____ -) (2)
Personal and Real Property Tax Request subject to Levy Limit		\$ 2,919,271.68 <u>(3)</u>
2016 Valuation (Per the County Assessor)		\$ 19,461,814,212.00 <u>(4)</u>
Calculated Levy for Levy Limit Compliance [Line (3) Divided By Line (4) Times 100]		<u>0.015000</u> (5)

Note : ESU Levy Limit (State Statute Section 77-3442) - 1.5 cents

Attach supporting documentation if a vote was held to exceed levy limits.

ESU Administrator Pay Transparency Notice—Proposed Contract Dr. Liz Standish

Notice is hereby given that ESU # 18 has approval of a proposed administrator employment contract/contract amendment on its agenda for the ESU board meeting to be held on May 24, 2016 at 6:00 pm at the Lincoln Public Schools Board Room in Lincoln, Nebraska.

After Year 1 of Contract, how many years remain on the contract:
(Column F must be completed if additional years remain on contract.)

1

ESU Administrator Contract covers the following year(s): 2016-2018

	Year 1 of Contract: Base Pay, Additional Compensation & Benefits	Future Year(s) Base Pay, Additional Compensation & Benefits per Contract	TOTAL CONTRACT COST
Base Pay for the Total FTE	\$ 102,679.50	\$ 102,679.50	\$ 205,359.00
Compensation for activities outside of the regular salary:			
• <i>Extended contracts / Activities outside of regular salary</i>			\$ -
• <i>Bonus/Incentive/Performance Pay</i>			\$ -
• <i>Stipends</i>			\$ -
• <i>All other costs not mentioned above</i>			\$ -
Benefits and Payroll Costs Paid by ESU			
• <i>Insurances (Health, Dental, Life, Long Term Disability)</i>	\$ 7,337.50	\$ 7,337.50	\$ 14,675.00
• <i>Cafeteria Plan Stipend</i>			\$ -
• <i>Cash in lieu of insurance</i>			\$ -
• <i>Employee's share of retirement, deferred compensation, FICA and Medicare <u>if paid by the ESU</u></i>	\$ 20,467.18	\$ 20,467.18	\$ 40,934.36
• <i>ESU's share of retirement, FICA and Medicare</i>			\$ -
• <i>IRS value of housing allowance</i>			\$ -
• <i>IRS value of vehicle allowance</i>			\$ -
• <i>Additional leave days</i>	\$ 5,288.49		\$ 5,288.49
• <i>Annuities</i>			\$ -
• <i>Service credit purchase</i>			\$ -
• <i>Association / Membership dues</i>	\$ 1,287.00	\$ 1,287.00	\$ 2,574.00
• <i>Cell Phone/Internet reimbursement</i>			\$ -
• <i>Relocation reimbursement</i>			\$ -
• <i>Travel allowance/reimbursement</i>	\$ 1,280.00	\$ 1,280.00	\$ 2,560.00
• <i>Mileage Allowance</i>	\$ 895.98	\$ 895.98	\$ 1,791.96
• <i>Educational tuition assistance</i>			\$ -
• <i>All other benefit costs not mentioned above</i>			\$ -
Totals:	\$ 139,235.65	\$ 133,947.16	\$ 273,182.81

**CERTIFICATION OF TAXABLE VALUE
And VALUE ATTRIBUTABLE TO GROWTH**
*{format for all political subdivisions other than
a) sanitary improvement districts in existence five years or less, and
b) community colleges, and c) school districts}*

Tax Year 2016
{certification required on or before August 20th, of each year}

TO: ESU #18
BOX 82889
LINCOLN, NE 68501

TAXABLE VALUE LOCATED IN THE COUNTY OF Lancaster

Name of Political Subdivision	Subdivision Type (e.g. city, fire, NRD)	Value attributable to Growth	Total Taxable Value
ESU #18	ESU - 03	416,424,607	19,461,814,212

*Value attributable to growth is determined pursuant to section 13-518 which includes real and personal property and annexation, if applicable.

I, Norman Agena, Lancaster Assessor hereby certify that the valuation listed herein is, to the best of my knowledge and belief, the true and accurate taxable valuation for the current year, pursuant to Neb. Rev. Stat. §13-509 and §13-518.

Norman H. Agena
(signature of county assessor)

8-16-2016
(date)

CC: County Clerk, Lancaster
CC: County Clerk where district is headquartered, if different county, _____

Note to political subdivision: A copy of the Certification of Value must be attached to the budget document.

AFFIDAVIT OF PUBLICATION

State of Nebraska }
LANCASTER COUNTY, } SS.

ESU # 18

NOTICE OF BUDGET HEARING AND BUDGET SUMMARY

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Sections 13-501 to 13-513, that the governing body will meet on the 9th day of August, 2016 at 6:00 p.m. at the Lincoln Public Schools District Office for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to the following proposed budget. The budget detail is available at the office of Business Affairs during regular business hours or at www.lps.org/about/budget.

[Signature]

Clerk/Secretary

2014-2015 Actual Disbursements & Transfers	\$ 10,700,805.00
2015-2016 Actual/Estimated Disbursements & Transfers	\$ 11,509,483.00
2016-2017 Proposed Budget of Disbursements & Transfers	\$ 13,527,520.00
2016-2017 Necessary Cash Reserve	\$ 2,634,584.00
2016-2017 Total Resources Available	\$ 16,162,104.00
Total 2016-2017 Personal & Real Property Tax Requirement	\$ 2,919,951.41
Unused Budget Authority Created For Next Year	\$ 4,083,801.49
Breakdown of Property Tax:	
Personal and Real Property Tax Required for Non-Bond Purposes	\$ 2,919,951.41
Personal and Real Property Tax Required for Bonds	\$ -

#624473-1 11 July 31

and says that she/he is a Clerk of the Lincoln
 and having a general circulation in the County of
 attached printed notice was published in said
 five time(s) the first insertion having been on
 July 31, 2016 and there
 under the statutes of the State of Nebraska.
 ledge and are further verified by my personal inspection

[Signature]
 re me on Aug 2, 2016
[Signature] Notary Public

- State of Nebraska
 K BOONE
 exp. Jan. 31, 2017

Reference # 624473

**EDUCATIONAL SERVICE UNIT 18
BOARD OF EDUCATION
Lincoln Public Schools District Office
5905 O Street
Lincoln, NE 68510**

MINUTES OF MEETING – AUGUST 23, 2016

1. OPENING PROCEDURES

Notice of the time and place of the Lincoln Board of Education meeting was e-mailed to an extensive list of local and regional news media. A mailing list is maintained at the Lincoln Public Schools District Office. A public notice was published in the *LINCOLN JOURNAL STAR*.

2. CALL TO ORDER

The meeting was called to order by the Board President, Lanny Boswell, at 7:20 p.m.

3. ROLL CALL

PRESENT BOARD MEMBERS:

Barbara Baier
Lanny Boswell
Connie Duncan
Don Mayhew
Annie Mumgaard
Matt Schulte

EXCUSED BOARD MEMBERS:

Kathy Danek

STAFF IN ATTENDANCE:

Dr. Steve Joel, Secretary of the Board and Superintendent
Mr. James Gessford, Attorney for the Board
Dr. Jane Stavem, Associate Superintendent for Instruction
Dr. Eric Weber, Associate Superintendent for Human Resources
Mr. Liz Standish, Associate Superintendent for Business Affairs
Mr. John Neal, Assistant to the Superintendent for Governmental Relations

A list of other people in attendance is set forth in Report File No. Bb-65.

4. ANNOUNCE OPEN MEETINGS ACT POSTING

The Educational Service Unit 18 Board makes available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. At the beginning of this meeting, the Board President announced and informed the public about the location of the posted information.

5. APPROVAL OF MINUTES

The August 9, 2016, minutes of the Educational Service Unit 18 Board meeting were approved as distributed.

6. FIRST READING, ACTION AT NEXT MEETING

There were no items presented for first reading at this meeting.

7. SECOND READING, RECOMMENDED FOR ACTION

7.1 2016-17 EDUCATIONAL SERVICE UNIT 18 BUDGET ADOPTION

Mr. Boswell said the budget statement, as set forth in Report File No. Bb-66, was prepared in compliance with the Nebraska Budget Act, State Law Section 79-1225, and other Nebraska laws. The following resolution was amended for approval this evening.

RESOLVED by the Board of Educational Service Unit 18 of the State of Nebraska:

1. That \$2,890,368 is the Board's estimate of the total amount under its adopted budget statement to be received from taxation of the taxable property within the Educational Service Unit for the fiscal year beginning September 1, 2016, and ending August 31, 2017.
2. That the County Commissioners of Lancaster County be requested and directed to levy and collect for said mentioned purposes the tax rate necessary to produce \$2,890,368, after the county's tax collection fee has been deducted, the same as other property taxes are levied and collected.
3. That the officers of the Board be directed to report the action of the Board of Educational Service Unit 18 to the County Commissioners of Lancaster County (in their capacity as the levying board) and to the Auditor of Public Accounts not later than September 20, 2016, in accordance with State Law Section 13-508 and other Nebraska laws.
4. That the 2016-17 budget as presented and amended, and all supporting documents (copies of which are on file with official Unit records and which are hereby incorporated herein by this reference as though set forth in full) as developed by the administration be hereby approved and adopted.
5. That the administration is hereby authorized to take all action necessary to implement the adopted budget herein, and to make any necessary changes or adjustments as required by Nebraska laws to properly reflect such adopted budget statement hereby approved, due to new requirements, assessed valuation certifications or re-certifications or such other matters which require necessary fiscal adjustments to complete the budgeting process for the 2016-17 fiscal year adopted budget and budget statement hereby approved.
6. That in accordance with Section 003.04C of Title 92, Nebraska Administrative Code, Chapter 2, Section 79-1070 R.R.S. Neb., and Section 79-1244 R.R.S. Neb., and other Nebraska laws and regulations, the Board authorizes that at any

time during the 2016-17 school fiscal year there is temporarily insufficient money in any of the Educational Services Unit's funds, or in any of the funds of any entity of which the Educational Service Unit is a "blended component unit" as such term is defined in the Governmental Accounting Standards Board Statement 14, the Associate Superintendent for Business Affairs or a designee may transfer money from other funds to such fund, such transfer to be considered a loan subject to repayment as soon as funds are available to do so.

Mr. Mayhew moved, Ms. Baier seconded

That the Board approve the 2016-17 budget statement, itemized estimate, and resolution as amended.

MOTION PASSED

Barbara Baier	Yes
Lanny Boswell	Yes
Connie Duncan	Yes
Don Mayhew	Yes
Annie Mumgaard	Yes
Matt Schulte	Yes

8. PUBLIC COMMENT

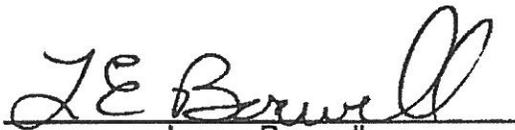
There were no speakers at this portion of the meeting.

9. CLOSED SESSION

Mr. Boswell advised that there was no request for a closed session this evening.

10. ADJOURNMENT

There being no further business, the Board of Educational Service Unit Number 18 adjourned at 7:21 p.m. Recorded votes may be superseded or nullified by a previously announced or filed conflict of interest statement.



Lanny Boswell
President of the Board



Stephen C. Joel
Secretary of the Board