County Board - FY20

Regular Salaries -	13 pay periods @ $9,161.95	119,105.35
FICA -		9,111.56
Retirement -	13 pay periods @ 729.29	9,480.77
Total Increases due to Salary Adjustments		137,697.68
Health Insurance		25,389.36
Life Insurance	43.00 * 6 months (8.60 per Commissioner)	258.00
Dental		1,334.94
LT Disability	(.0032)	381.14
PEHP	125*13 pay periods	1,625.00
Total Increases		166,686.12

Amount Budgeted -	
Salaries	235,335.00
FICA	18,003.00
Retirement	18,733.00
Health Insurance	41,436.00
Dental Insurance	2,143.00
Long Term Disability	753.00
PEHP	3,250.00
	319,653.00
Amount Spent @ 12-31-19	
Salaries	120,851.00
FICA	8,672.64
Retirement	8,573.36
Health Insurance	22,905.44
Dental Insurance	1,167.15
Long Term Disability	376.74
PEHP	1,352.50
	163,898.83
Remainder of budget	155,754.17
Increase of Salaries over Remainder of budget	10,931.95

BUSINESS UNIT # 6020

LANCASTER COUNTY
Request for Increase Additional Appropriations
FISCAL YEAR 2019-2020

BUSINESS UNIT NAME: County Clerk

OBJECT CODE	OBJECT DESCRIPTION	AMOUNT	JUSTIFICATION OF NEED TO INCREASE
61110	Official's Salary	4,762	Salary increase
61150	Deputy's Salary	4,770	Salary increase
61210	Regular Salary	17,000	COLA; New employees; Records Administrator & Accounting Operations Manager transition
61250	Temporary Salary	20,500	BOE and Records Specialist temps
61310	Overtime	2,650	Payroll project
61510	FICA Contributions	3,350	COLA; Additional salary increases
61520	Retirement Contributions	1,700	New employees
61660	PEHP	550	New employees; Retirement
	TOTAL TO CONSIDER	**55,282**	

Dennis M. Meyer

From: Rachel M. Garver
Sent: Friday, January 17, 2020 11:46 AM
To: Dennis M. Meyer
Subject: Mid Year Budget Review

Dennis,
For the Treasurer's Office I anticipate no major changes to our overall current fiscal year budget.

As for future expenditures for the next year, overall I expect normal increases. I am looking into some reorganizing of staff to make better use of resources. At this stage, the plan is for changes to be incremental with minimal budget increases. Other possible financial expenditures may include upgrading furnishings at the downtown location dependent on the outcome of our next door neighbor's remodel.

On the income side I do want to note that in the last few weeks we have been seeing a decrease in the rates we have been able to obtain for our investments. In the last month we have had to take rates as low as 1.8% and have been offered way less. This in contrast to the last year when we had been getting rates at 2% or higher.

Respectfully submitted,

Rachel M. Garver
Lancaster County Treasurer
555 S. 10th Street
Lincoln, NE 68508
(402)441-7425
RGarver@lancaster.ne.gov

Election Commissioner
601 N 46th Street
Lincoln NE 68503

David J. Shively, Commissioner
Maura Kelly, Chief Deputy

Phone: 402 441-7311

January 22, 2020

Sean Flowerday, Chair
Lancaster County Board of Commissioners
555 South 10th Street
Lincoln, NE 68508

Dear Sean:

Per your request, I have reviewed the Election Commissioner (607) budget for FY20. I am estimating that there will be several areas in our budget in which we will exceed our original budget.

After reviewing the Election Commissioner (607) budget, I am anticipating that we will need an additional $19,000 for FY19 for our regular office budget. This is mostly a result of increases in salary and benefits.

In addition, my office will also expend an additional $325,000 for the Lincoln Public Schools Special Election which is scheduled for February 11, 2020. The School District will also pay the entire cost of this election which will increase revenues for our office to match the expenses.

I hope this assists you in your budgetary planning. Please understand that these are my best estimates at this point. The vast majority of our remaining funds in the Election (607) budget will be spent during the final three months of the fiscal year due to the Statewide Primary Election to be held on May 12, 2020. If you need additional information, please feel free to give me a call.

Sincerely,

David J. Shively
Election Commissioner

DS/s

Budget & Fiscal - FY20

Regular Salaries -			
5.0%	Director	13 pay periods @ 4,461.54	58,000.02
2.5%	Accountant	13 pay periods @ 2,855.44	37,120.72
	On call Accountant		8,000.00
			103,120.74
FICA -			7,888.74
Retirement -			8,043.42
LT Disability			329.99
Total Increases due to Salary Adjustments			119,382.88
Health Insurance			15,521.28
Life Insurance			178.88
Dental Insurance			687.06
PEHP			650.00
Total Increases			136,420.10
Total Spent @ 12-31-19			
	Salaries		111,513.34
	FICA		8,253.41
	Retirement		6,871.83
	Health Insurance		15,166.44
	Dental Insurance		633.11
	Long Term Disability		236.12
	PEHP		602.50
Total estimated amount			279,696.85
Amount Budgeted -			
	Salaries		184,439.00
	Temp Salaries		15,000.00
	FICA		15,257.00
	Retirement		14,532.00
	Health Insurance		30,153.00
	Dental Insurance		1,245.00
	Long Term Disability		590.00
	PEHP		1,250.00
			262,466.00
Increase of Salaries over Remainder of budget			17,230.85

Dennis M. Meyer

From: Troy L. Hawk
Sent: Thursday, January 16, 2020 12:15 PM
To: Dennis M. Meyer
Cc: Chuck R. Salem; Simon G. Rezac
Subject: Mid-year Budget Request

Dennis,

We've done a review of our budget, and submit the following;

621

- We expect a $33,507 shortfall in personnel. This is due to: pay/salary increases, changes in health care options by employees, and an unexpected payout when an employee retired with only 2 weeks' notice. However, due to careful monitoring and spending in other areas, we are able to make up some of this shortfall within our budget. Therefore, we will require **$20,000** to meet our increased personnel costs

627

- We are operating within our expected budget, and do not require any additional funding

751

- We expect a $8,740 shortfall in personnel. However, due to careful monitoring and spending in other areas, we are able to make up some of this shortfall within our budget. Therefore, we will require **$5,000** to meet our increased personnel costs

Let me know if you need additional information.

Troy L. Hawk
Clerk of the District Court
575 S 10th St
Lincoln, NE 68508

Lancaster County Court
THIRD JUDICIAL DISTRICT

January 2, 2020

Mr. Dennis Meyer, Director
Lancaster County Budget & Fiscal Department
555 South 10th St., Room 110
Lincoln, NE 68508

JUDGES
Matthew L. Acton
John R. Freudenberg
Holly J. Parsley
Timothy C. Phillips
Rodney D. Reuter
Laurie J. Yardley
Thomas E. Zimmerman

JUDICIAL ADMINISTRATOR
Becky Bruckner

Dear Dennis:

RE: Mid-Year Budget Review for County Court

Agency 622 - County Court

At this time I anticipate the following adjustments to budget:

#64120	Legal Services	$400,000.00

Please contact me with any questions.

Sincerely,

Becky G. Bruckner
Judicial Administrator

575 South
10th Street
Lincoln
Nebraska
68508
402-441-7291

Jared D. Gavin
District Court Administrator
Lancaster County District Court
Third Judicial District
The Justice and Law Enforcement Center
575 South 10th Street, 3rd Floor
Lincoln, NE 68508

January 17, 2020

TO: Dennis Meyer

FROM: Jared Gavin

RE: FY 2019-20 Mid-Year Budget Review

Dear Mr. Meyer:

As requested in the Memorandum from the Lancaster County Board of Commissioners dated December 19, 2019 this letter is to provide requested updates to the District Court's budget for fiscal year 2019 - 2020. This memo addresses both the District Court and the District Court Referee's Office.

The 2019-2020 District Court's adopted budget was $2,881,916. With projections based on the previous six months it is projected that there will be a shortfall of approximately $10,700.

Approved Budget FY19-20 $2,881,916	Object	Shortfall
Juror Lodging	6241.65630	-$2,200
Bill of Exceptions	6241.65810	-$8,500
TOTAL EST. SHORTFALL		($10,700)

It does appear that Court Appointed Attorney Fees (64120) appear to be on track at this time and the estimated shortfall could very likely be absorbed by reallocating other budgeted items.

One area we would anticipate seeing the need for additional funds in the next two years would be for the completion of the courtroom audio visual project in FY 2020 – 2021 which was estimated at $28,000 for new speakers and microphones.

The primary concern at this time which has been previously discussed with the County Board is the need for a Technology Support Technical with audio/visual experience that could help maintain and troubleshoot the equipment in real time during courtroom proceedings or in chamber hearings as well as troubleshoot day to day technology questions. Oftentimes, the cost of trials can become much more costly if technology is not functioning and jurors need to spend more time deliberating, reviewing evidence, or needing to be sequestered to extend the trial.

In discussion with the County and Juvenile Courts as well as the Clerk of the District Court a fulltime FTE among the four departments would most effectively utilize the resources that are currently available

jgavin@lancaster.ne.gov www.lancaster.ne.gov PH: 402.441.9187
FAX: 402.441.3833

as well as the possibility of reducing costs further by higher utilization of resources that are currently in place.

At this time, we would anticipate revenues to remain the same this year.

Respectfully,

Jared D. Gavin
District Court Administrator

LAW OFFICES OF THE
LANCASTER COUNTY PUBLIC DEFENDER
COURTHOUSE PLAZA
633 SOUTH 9TH STREET
LINCOLN, NE 68508
(402) 441-7631
FAX (402) 441-6062
FELONY DIVISION FAX (402) 441-6095

RECEIVED
JAN 21 2020
LANCASTER COUNTY
BOARD

January 17, 2020

RE: Mid-year Budget Review

Dear Dennis Meyer:

We are asking for an additional appropriation of $104,766 for the current fiscal year. Although we discussed allocating funds for Margene Timm's PEHP due to her retirement in our budget materials, we failed to enter the $77,487 for this item on that line of the budget. Additionally, we made an error in the number entered for the salary of the Chief Deputy of the Juvenile Division. This amount was off by $27,279. We apologize for these errors.

Regarding major issues in the next two years, we do not anticipate any major capital items at this time. We replace 1/4 of our computers each year and we plan to continue replacing them at that rate. The number of felony cases we opened in the last year declined, especially in the last six months. This resulted in a decline in the number of felonies in which we had to file overload motions from 839 in 2018 to 587 in 2019. The number of overload motions in misdemeanors increased in 2019. We are planning to reassign some attorneys to handle misdemeanors more efficiently. However the overload numbers indicate we could add five or six attorneys, and the County would save money. If these numbers continue, we will probably request two additional attorneys in our budget request this spring. We will continue to monitor this situation.

Respectfully submitted,

Joe Nigro

Joe Nigro
Lancaster County Public Defender

JN/mr

Dennis M. Meyer

From: Karen Wobig <kwobig2@unl.edu>
Sent: Friday, January 17, 2020 2:53 PM
To: Dennis M. Meyer
Cc: Jenny DeBuhr
Subject: Budget update

Hello Dennis,

In response to your request for an update, Lancaster County Extension is on target with our original budget, and we don't anticipate any additional changes or needs.

We plan to possibly begin renovation of the staff restrooms in 2020, but those dollars would come out of that "Extension building" account you are holding. So we should be good with everything else.

If you have any questions, please call.

Thanks!
Karen

Karen B Wobig
Extension Educator Unit Leader
University of Nebraska–Lincoln
Nebraska Extension in Lancaster County
Metro District
444 Cherrycreek Rd, Ste A, Lincoln, 68528-1507
402 441 7180
kwobig2@unl.edu
lancaster.unl.edu
extension.unl.edu

Dennis M. Meyer

From: Brian E. Pillard
Sent: Thursday, January 16, 2020 4:21 PM
To: Dennis M. Meyer
Subject: RE: Mid Year Budget Review

Hi Dennis:

Here is the information you requested for your mid-year budget review.

I anticipate being close to the budgeted amounts for the budget items except for salaries. The December accounting reports show our department with an unobligated budget of 50.4%. In addition to salary increases, I anticipate a retroactive payroll payout that will influence our second half of the FY expenses. At this point, my guess is that we will be over budget for salaries by $8,000. Our revenue budget is very close to budgeted revenue and I expect to be close to the budgeted revenue at the end of the fiscal year.

Concerning future-year expenditures, change in staffing may be necessary as we continue to digitize more types of records for more departments. Currently, we are at our maximum scanning capacity and have a hard time filling in for vacation and sick leave absences. We have an old vehicle that seems to be near the end of its life. We may need to find a replacement vehicle, preferably a surplus vehicle from another department. We have aging scanning equipment that is still operating, but we do not have any equipment replacement fund. To be proactive, I plan to include the cost of replacing a scanner in my future Micro PC fund request.

Let me know if there is anything more that you would like from me.

Brian Pillard
Records Manager
Lancaster County Nebraska
(402) 441-6065
BPillard@lancaster.ne.gov

From: Dennis M. Meyer <DMMeyer@lancaster.ne.gov>
Sent: Thursday, December 19, 2019 4:21 PM
To: Amy L. Wilson <AWilson@lancaster.ne.gov>; Angela C. Zocholl <azocholl@lancaster.ne.gov>; Angela M. Koziol <akoziol@lancaster.ne.gov>; Ann E. Ames <AAmes@lancaster.ne.gov>; Ashir A. Immanuel <AImmanuel@lancaster.ne.gov>; Autumn Crable <autumn.crable@nebraska.gov>; Becky G. Bruckner <bbruckner@lancaster.ne.gov>; Becky I. Hight-Moravec <bhight-moravec@lancaster.ne.gov>; Bradley L. Johnson <bjohnson@lancaster.ne.gov>; Brent D. Meyer <BMeyer@lancaster.ne.gov>; Brian E. Pillard <bpillard@lancaster.ne.gov>; Chuck R. Salem <CSalem@lancaster.ne.gov>; Cori R. Beattie <cbeattie@lancaster.ne.gov>; Dan F. Nolte <dnolte@lancaster.ne.gov>; Danielle M. Buck <DBuck@lancaster.ne.gov>; Danniel K. McGown <DMcGown@lancaster.ne.gov>; Dave J. Shively <dshively@lancaster.ne.gov>; Dennis M. Meyer <DMMeyer@lancaster.ne.gov>; Derrick D. Niederklein <DNiederklein@lancaster.ne.gov>; James Davidsaver <JDavidsaver@lancaster.ne.gov>; Jared Gavin <JGavin@lancaster.ne.gov>; jeff.curry@nebraska.gov; Jenny DeBuhr <jdebuhr2@unl.edu>; Joseph D. Nigro <jnigro@lancaster.ne.gov>; Karen Wobig <kwobig2@unl.edu>; Kerin L. Peterson <KPeterson@lancaster.ne.gov>; Kerry P. Eagan <KEagan@lancaster.ne.gov>; Kevin R. Nelson <KNelson@lancaster.ne.gov>; Kim G. Etherton <ketherton@lancaster.ne.gov>; Kristen L. Anderson <KLAnderson@lancaster.ne.gov>; Lori J Griggs <lori.griggs@nebraska.gov>; Mandy E. Meyer <MMeyer@lancaster.ne.gov>; Margaret L. Bohy <MBohy@lancaster.ne.gov>; Mark D. Hosking <MHosking@lancaster.ne.gov>; Melissa Hood <MHood@lancaster.ne.gov>; Monica L. Ross <MRoss@lancaster.ne.gov>; Nicole Ringler <NRingler@lancaster.ne.gov>; Pamela L. Dingman <PDingman@lancaster.ne.gov>; Patrick Condon <PCondon@lancaster.ne.gov>; Patti L. Talamante <ptalamante@lancaster.ne.gov>; Rachel M. Garver

<RGarver@lancaster.ne.gov>; Richard Ringlein <rringlein@lancaster.ne.gov>; Rob M. Ogden <ROgden@lancaster.ne.gov>; Ron R. Rohde <RRohde@lancaster.ne.gov>; Sara J. Hoyle <SHoyle@lancaster.ne.gov>; Sara L. Sump <SSump@lancaster.ne.gov>; Scott E. Etherton <setherton@lancaster.ne.gov>; Scott R. Gaines <SGaines@lancaster.ne.gov>; Sheli Schindler <mschindler@lancaster.ne.gov>; Simon G. Rezac <srezac@lancaster.ne.gov>; Sue L. Eckley <seckley@lancaster.ne.gov>; Terry T. Wagner <twagner@lancaster.ne.gov>; Theresa L. Emmert <TEmmert@lancaster.ne.gov>; Todd J. Duncan <TDuncan@lancaster.ne.gov>; Troy L. Hawk <THawk@lancaster.ne.gov>
Subject: Mid Year Budget Review

Please review the attached memo regarding the mid year budget review. I need your information by January 17, 2020. You can wait until you have December numbers to send me the information. Remember OpenGov has numbers uploaded from JDE on a daily basis. Let me know if you have questions.

Dennis Meyer
Lancaster County Budget & Fiscal Officer
555 South 10th Street, Suite 110
Lincoln NE 68508
Phone: (402) 441-6869
Email: dmmeyer@lancaster.ne.gov

Office of the Sheriff
Lancaster County

Terry T. Wagner
Sheriff

Todd Duncan
Chief Deputy

575 S. 10th Street, Lincoln, Nebraska 68508-2869
Phone (402) 441-6500 Fax (402) 441-8320

January 16, 2020

Commissioner Sean Flowerday, Chair
Lancaster County Board of Commissioners
555 South 10th Street
Lincoln, NE 68508

Dear Mr. Flowerday,

Enclosed is the midyear budget review for the Sheriff's Office, as requested.

CURRENT YEAR BUDGET UPDATE:

The Sheriff's Office anticipates an end-of-year shortfall of approximately $212,275 from our approved FY19-2020 budget. A summary of this projected shortfall is as follows:

Deficit for unbudgeted increases in salaries/benefits	($259,392)
Surplus in health insurance costs	$100,576
Deficit in operating expenses	($53,459)
TOTAL PROJECTED DEFICIT	($212,275)

A detailed breakdown of the above summary can be found on the enclosed worksheet.

ANTICIPATED FUTURE YEAR EXPENDATURES FOR FISCAL YEARS 2021 and 2022:

CAPITAL ITEMS
- Firing range/training facility construction and equipment $500,000

TECHNOLOGY
- LSO's share (30%) of re-writing CJIS $1,000,000
- Body worn camera (BWC) equipment & software $35,860
- Recurring annual BWC software fees $10,500
- Recurring annual sinking fund for camera replacement $20,000
- Recurring annual video file storage costs $35,000

STAFFING
- Salary & benefits for four deputies to complete the 6-in-6 initiative started in 2016. We have added two so far and are seeking authorization to add a third deputy this fiscal year and the remaining three in fiscal years 2021 and 2022 ..... $320,000
- Salary & benefits for one FTE to manage our BWC, in-car video, and State mandated eCitation systems $60,000

- Salary & benefits for three deputies to fill vacancies created by 12 month training lag (we hire an ave. of three deputies/yr..... $240,000
- Annual Salary & benefits for one vehicle title inspector to address 27% increase in inspections over last five years (LSO currently conducts 17,596 inspections/yr or 68/day)..... $60,000

TOTAL ANTICIPATED FUTURE EXPENDITURES..... $2,281,360

If I can answer any questions regarding the midyear budget review, please don't hesitate to call.

Sincerely,

Terry T. Wagner

Terry T. Wagner
Lancaster County Sheriff

Anticipated Expenditures For Fiscal Years 2021 and 2022.

Category	Description	Est. Cost	Exist. Funds	Request
CAPITAL ITEMS				
Firearms Range	Facility construction and equipment at new range location	1,000,000	500,000	500,000
TECHNOLOGY				
CJIS	LSO Share (30%) of Rewriting the Lincoln-Lancaster County Criminal Justice Information System (CJIS)	1,500,000	500,000	1,000,000
Body Worn Cameras	Initial purchase of cameras, accessories, and first year of software maintenance/licensing	115,860	80,000	35,860
	Recurring annual software fees	10,500	0	10,500
	Recurring annual sinking fund for camera replacement	20,000		20,000
	Recurring annual video file storage fees	35,000		35,000
STAFFING				
4 Deputies- Patrol	Annual salary & benefits for four deputies to complete the 6 in 6 initiative started in 2017. We are asking for one now and three over next three years.	320,000	0	320,000
1 Video Technician	Annual salary & benefits for a technician to manage our body worn camera, in-car video, and State mandated eCitation systems.	60,000	0	60,000
3 Deputies- Training	Annual salary & benefits for three deputies to fill vacancies created by 12 month training lag	240,000	0	240,000
1 Vehicle Inspector	Annual Salary & benefits for one vehicle title inspector (LSO currently conducts 17,596 inpections/yr or 68/day)	60,000	0	60,000
			TOTAL	**2,281,360**

PATRICK F. CONDON
LANCASTER COUNTY ATTORNEY
www.lancaster.ne.gov/attorney

Dennis Meyer
Budget and Fiscal
555 South 10th Street, Suite 110
Lincoln, NE 68508

Dennis,

I apologize for the delay in getting my mid-term letter to you but I did want you and the Board to be aware of a couple of items.

1. **Update on the current budget year.** The County Attorney's Office is significantly over on our PEHP which is due to Eileen LeGrande retiring after 42 years. Unfortunately, there will be another large payout when Jan Lipovsky retires April 1, after 35 years with the county. I will need additional funds for the PEHP account.

2. **Future year expenditures.** I will ask the board at the mid-term to approve the attorney I requested for the child support division, at the beginning of the fiscal year. With the already large caseloads the two attorneys handle, it will grow rather significantly with the requirement of establishing paternity on SNAP recipients. The total cost to the county, without any incentive money, is still approximately $17,127.00.

I will also be asking for another attorney for our criminal division to assist with expanding Problem-Solving Courts and overall expanding needs in the criminal division, due in part to the hiring of traditional law enforcement, i.e. police officer and deputies, and the expansion of technology, like body cameras. Increase in law enforcement means an increase in cases referred, and an increase video means increase in time to review cases. The caseloads for the criminal attorneys in the County Attorney's Office are currently far beyond what they reasonably should be by any measure. Total cost for that attorney, approximately $96,000.00.

With the additional attorneys, the County Attorney's Office is also in need of some renovations to the existing office space for the additional attorney's office. I have previously sent an email to members of the Public Building Commission setting forth these needs and portions of the 2014 Facilities Report. I believe that email addresses the needs and the previous plans. If need be, I can resend this email.

Sincerely,

Patrick F. Condon
Lancaster County Attorney

575 South 10th Street / Lincoln, NE 68508 / 402.441.7321 / Fax: 402.441.7336

Lancaster County
Department of Corrections

3801 West O Street
Lincoln, NE 68528
(402) 441-1900
Fax: 441-8946

Brad Johnson, Director

TO: Board of County Commissioners

FROM: Brad Johnson
Corrections Director

DATE: January 17, 2020

SUBJECT: Mid-Year Budget Review for FY20
Planning for FY21-22

Per your request, I am providing information regarding our operational expenditure and revenue budgets for the current fiscal year. This information is based on six months of actual data through December 31, 2019.

GENERAL EXPENDITURE BUDGET

With 6 months of expenditure history, we estimate a FY2020 budget shortage of $325,000. The below factors are a driving force behind fiscal year shortages.

We will continue to monitor the below categories on a monthly basis:

- Salary Line items (61210, 61250, 61310)
  - With the 2.5-3% cost of living increases for Unrepresented and FOP 32 correctional officers, our salary line items (61210, 61250, 61310) will reflect combined shortages by year end, currently 2% overspent. The Board also requested us to make a $300,000 cut which came from these line items. The IBEW wage increases have not taken affect yet & will reflect additional shortages in January, 2020 including back pay.
  - We are currently experiencing a strong demand on our Correctional Officer's positions. We have experienced difficulty in recruiting suitable applicants resulting in a higher than normal vacancy rate. In addition, during CY2019, we had 34 inmates admitted to community hospitals at various times. These hospital stays totaled 129 days. On 28 of these days, we had 2 inmates admitted. We must staff these hospital rooms with at least one officer and in some cases, two. We have also experienced a significant increase in our female population over the last 6 years. As a result, our reserve housing unit was open for 273 days or 75% of 2019. This too requires coverage by correctional officers. This has caused our overtime budget to be alarmingly short. Some cost could be offset by insurance premiums with less staff. We will continue to monitor all salary line items.
  - Traditionally, during the first six months of the budget year, the department tends to expend overtime and temporary salaries at a higher rate in comparison to the second half. This is a result of the higher occurrences of leaves of absence, in-service training and higher populations. We are hoping to recuperate some shortages in overtime & temporary salaries in the upcoming months.

- JBI commission for SCAAP funds will be $26,400.(6710.64150) We discussed encumbering these funds in FY19 but did not due to deficits. This will be overspent by $16,400.
    - We have caught up on the SCAAP (DOJ) grant that was two years behind. FY18 payment was received in October, 2019. FY19 was just made available for drawdown and should be received shortly. Total received from the DOJ will be $176,000 this fiscal year.
- Our food service contract (64275) is currently 3.3% overspent or approximately $40,000. This will likely increase in the next 6 months due to over population and a CPI adjustment coming in February, 2020. In comparing meal counts during the same time frame last year, we have served almost 23,000 more in FY20. If that trend continues due to higher population, we'd be looking at $80-100,000 deficit including the CPI increase.
- Hospitalization costs (65145) fluctuate continuously and there is no effective way to predict future cases. We project a 6% deficit at the end this month or approximately $20,000.
- Heating and cooling expenditures (66135-140) are currently on target. Beginning Jan. 1, 2020, DEC/HVAC demand charge will increase by $12,000 a month, or $144,000 annually. (up 7.9%) There will be a deficit of $47,000 (66140). We will continue to monitor this expenditure.
- Other equipment repair & maintenance (66410) is also showing a 10.4% deficit. ($10,920) We had some significant repairs to the DEC/HVAC system of approximately $27,000. We are seeing a reduction in our usages with these repairs/upgrades.
- In November, 2019, a semi caused significant damage to our east gate, making it inoperable. Estimated repair costs are $25,000. We are working with insurance companies to verify fault.

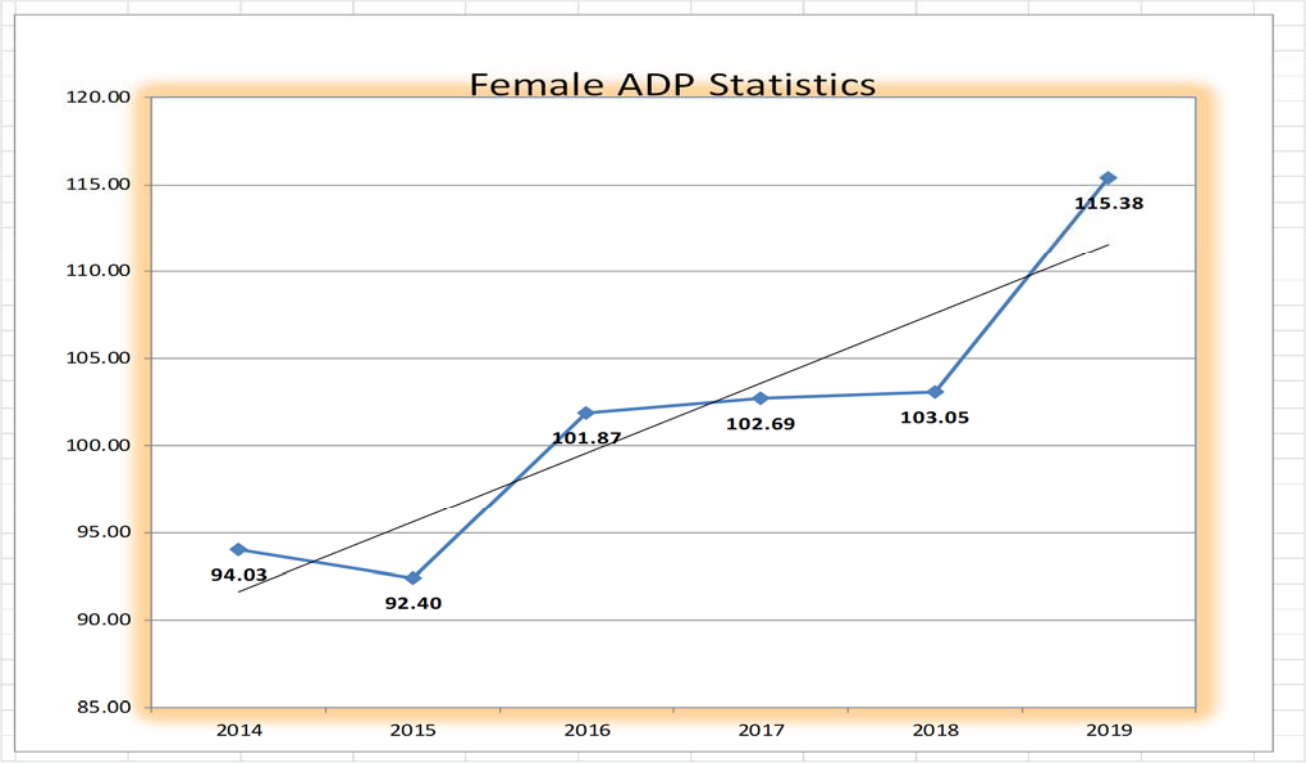
GENERAL REVENUE BUDGET

At this time, we project revenues will exceed requested budgeted amounts by approximately $200,000. We have currently received 69.2% of the FY20 revenue budget.

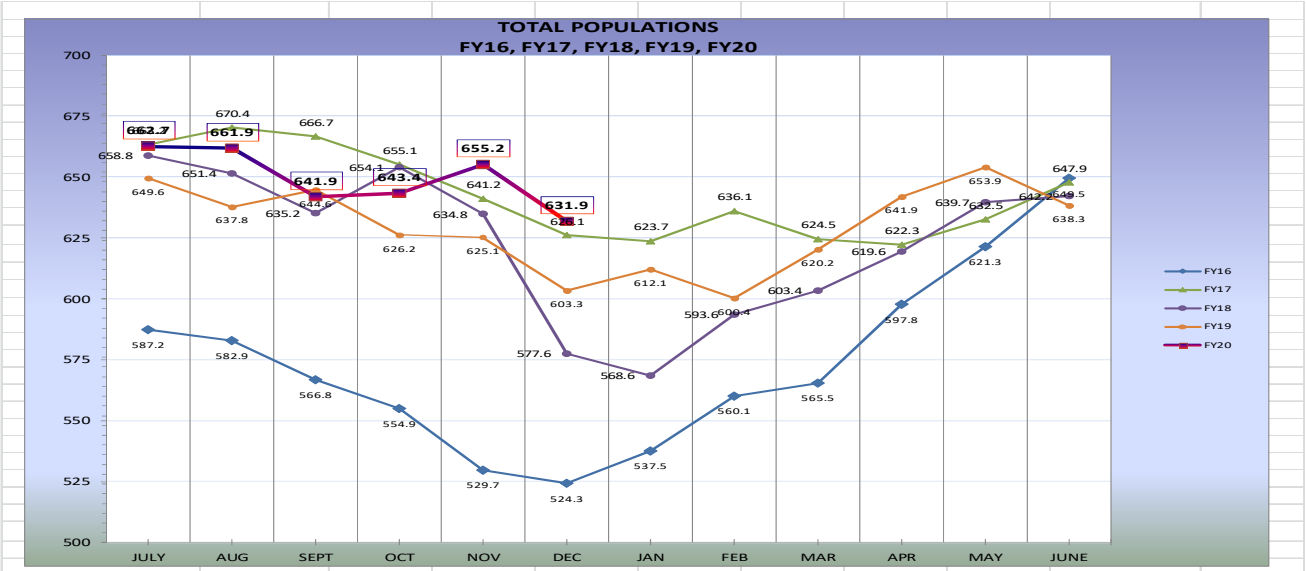
FUTURE CONSIDERATIONS (FY21)

At this point, I do anticipate our request for FY2021 to include 7 additional correctional officers. This is an added expense of $460,000 annually.

As you can see with the chart below, our female population has exceeded projections and we have needed to open our reserve unit to safely house them. To date, we have absorbed the staffing of this unit with overtime and on-call officers. I see no indication that this trend will reverse itself going into the future and will likely continue to increase. Considering this reserve unit was operational 75% of 2019, I believe it is more cost effective to increase our staffing and reduce our use of overtime. The ongoing use of overtime to staff this post has become a drain on morale and may be a contributing factor to staff turn-over.



- There has been an 18.5% increase in the female population between 2014 and 2019.
- There has been a 6.2% increase in the male population comparing the same years.
- ADP for the first six months of FY20 was 649.5 in comparison to the same time period in FY14 of 580.4 or a10.6% overall increase.



	AVERAGES
FY20 TO DATE	649.5
FY19 SAME PERIOD	631.1
FY19 ADP	629.5

2.9%	Change in FY20 to date over same time period
3.2%	Change in FY20 to date over FY19 average to year end

Mid Year Budget	2019-2020		2020-2021	
New Personnel				
Mental Health Specialist	This position is a priority			
Salary	$ 10,918.00		$ 37,576.00	
FICA	$ 835.00		$ 2,875.00	
Pension	$ -		$ 2,206.00	
Health Insur	$ -		$ 13,593.00	
PHEP	$ -		$ 450.00	
Full Time DT/FO	These positions would be beneficial			
Salary	$ 41,424.00	2	$ 82,848.00	
FICA	$ 3,169.00	2	$ 6,338.00	
Pension	$ 1,370.00	2	$ 2,740.00	
Health Insur	$ 22,788.00	2	$ 45,576.00	
PHEP	$ 650.00		$ 1,300.00	
Assistant Director	This position can wait for remodel			
Salary		guestimate	$ 85,600.00	
FICA			$ 6,548.00	
Pension			$ 5,525.00	
Health Insur			$ 18,124.00	
PHEP			$ 650.00	
	$ 81,154.00		$ 195,502.00	
Captial Outlay				
Furnishings for remodel			$ 10,000.00	
BJA Federal Grant Match	Reentry		$ 125,000.00	
BJA Federal Grant Match	Reentry-enhance		$ 74,000.00	(will apply for Justice reinvestment $$)
		W/O Assistant director	$ 209,000.00	
		W/Assistant Director	$ 404,502.00	

Things to consider

Depending on the what happens with Bond Reforrm this year, I may need to add staff in 2020-2021 to accommodate the increase in our #s.

Case Manager		
	Salary	$ 41,424.00
	FICA	$ 3,169.00
	Pension	$ 1,370.00
	Insurance	$ 22,788.00
	PHEP	$ 650.00
		$ 69,401.00
Field Officer		
	Salary	$ 39,938.00
	FICA	$ 3,055.00
	Pension	$ 1,322.00
	Insuramce	$ 22,788.00
	PHEP	$ 650.00
		$ 67,753.00
		$ 137,154.00

Youth Services Center
1200 Radcliff Street
Lincoln, NE 68512
Phone (402) 441-7090
Fax (402) 441-5626
www.lancaster.ne.gov/youth

To: Dennis Meyer, Budget & Fiscal Director
From: Michelle Schindler, Director
Date: January 17, 2020
Subject: Mid-Year Budget Update for Youth Services Center

OVERALL

Both Revenues and expenditures are on target for this fiscal year. We will continue to provide updates to potential impacts to both revenues and expenditures as they become available.

POTENTIAL LEGISLATIVE IMPACTS

The Center is reviewing some currently proposed legislation (LB230 and AM 450) and its potential impact on the facility. We will continue to update the Board as we progress through the review process and as bills are passed/not passed this session.

FUTURE YEAR EXPENDITURES

Security Systems

- $5,000 Employee Badge Stations/Secure Door Access
    - Replace existing keypad code stations at 5 doors. The keypad codes are original to the building and time consuming to update access rights manually at each station.
- $2,000-$20,000 Youth Security Safety Check System
    - Replace individual security check module or if not available replacement of the system.
    - There's potential to have this integrated with the CJIS system so this project is on hold until there's more known about the direction of CJIS.

Transportation

- $25,000 transportation van and safety/security accessories.
    - Current transportation vehicles are over 10 years old and require more maintenance.

Computer Equipment

- $3,000 for laptop and projector for structured educational programming services during non-school days, evenings, and weekends.
- $15,000 replacement of 10 agency workstations and 4 laptops.

Object Description	FY20 ADOPTED	FY20 REVENUES COLLECTED TO DATE	Amount Remaining	Percent Collected	Percent Target	Midyear Estimate	Notes
AGENCY REVENUES							
Juvenile Probation	1,208,880.00	894,171.00	$ 314,709.00	74%	50%	$ 1,600,000.00	Nothing outstanding. Averaging 3-4 more youth per day then predicted. Based off a per diem of $276 per day.
State Juvenile Housing	0.00	0.00	$ -	0%	0%		
Telephone Commissions	5,000.00	504.54	$ 4,495.46	10%	50%	$ 1,000.00	Nothing outstanding, based on usage
Vending Machine Commissions	1,000.00	635.32	$ 364.68	64%	50%	$ 1,000.00	Nothing outstanding, based on usage
City Housing	2,217.00	110.86	$ 2,106.14	5%	50%	$ 500.00	Nothing outstanding
Evaluation Housing	0.00	0.00	$ -	0%	0%		
NE OJS Housing	33,396.00	16,109.00	$ 17,287.00	48%	50%	$ 33,396.00	$20,000 out, based on a per diem of $307
Other Boarding Cost Reimb	336,775.00	20,907.00	$ 315,868.00	6%	50%	$ 40,000.00	$14,000 outstanding. Averaging 3 less youth per day than predicted. Based on a per diem of $276.
Contract Revenue/Reimbursement	799,344.00	0.00	$ 799,344.00	0%	50%	$ 799,344.00	$462,000 outstanding. Sent out 11/5. Sent by HHS for payment processing on 12/17 and 12/20. Emailed 1/14 on status of payments.
Other Reimb & Refunds	200.00	250.97	$ (50.97)	125%	0%	$ 500.00	Nothing outstanding
Other Miscellaneous Revenues	0.00	0.00	$ -	0%	0%		Nothing outstanding
Temporarily Unassigned Revenue	0.00	0.00	$ -	0%	0%		
YSC TOTAL REVENUES	***2,386,812.00***	***932,688.69***	***1,454,123.31***	**39%**	50%	***2,475,740.00***	
						$ 88,928.00	Potential Overcollected

LANCASTER COUNTY NEBRASKA

Lincoln/Lancaster County

555 So 10th Street, Suite 107
Lincoln, NE 68508
402-441-6868
402-441-6805 Fax
www.lancaster.ne.gov

Sara Hoyle Human Services Director
shoyle@lancaster.ne.gov

January 9, 2020

Sean Flowerday, Chair
Lancaster County Board of Commissioners
555 South 10th Street, Suite 110
Lincoln, NE 68508

Re: Mid-Year Budget Review

Dear Commissioner Flowerday,

Per your request for Mid-Year budget review, the Human Services Office is anticipating a shortfall to our current year budget. This shortfall is $300,000 for General Assistance Client Services in business unit 8010. This is due to a few clients with extensive emergency room visits and hospital stays.

Concerning future year expenditures, I am anticipating a technology cost under $5,000 for each of the upcoming fiscal years. This is per our practice of updating 2 department computers per fiscal year.

If you have any questions, please don't hesitate to contact me.

Sincerely,

Sara Hoyle
Director, Human Services

cc: Dennis Meyer

LANCASTER COUNTY
VETERANS SERVICE CENTER
605 S. 10th Street
Room 373
Lincoln, NE 68508

January 16, 2020

Lancaster County Board of Commissioners
Attn: Dennis Meyer
Lancaster County Budget & Fiscal Officer
555 South 10th Street, Suite 110
Lincoln NE 68508

Concerning the mid-year budget review for 803 the Veterans Service Office, we have noted the following shortages.

61110 Official's Salary	requesting an additional $1,500.00
61210 Regular Salary	requesting an additional $1,900.00
61250 Retirement Contributions	requesting an additional $150.00
61350 Group Health Insurance	requesting an additional $200.00
61660 Post-Employment Health	requesting an additional $150.00
63295 Veterans Grave Emblems	requesting an additional $850.00

Requested additional funds are due to salary and insurance cost increases, except for 63295 Veterans Grave Emblems. We had a rural cemetery request 25 markers and we now only have around 15 markers left. We always have many requests for the grave emblems around Memorial Day and we would like to obtain an additional 50 more markers before the next budget cycle. If you have any questions please call me at 402 441-7360.

Thank you.

Rick Ringlein
Veterans Service Officer
Lancaster County, Nebraska

Dennis M. Meyer

From: Kerin L. Peterson
Sent: Thursday, January 16, 2020 4:02 PM
To: Dennis M. Meyer
Subject: Mid-Year Budget Review notes

Dennis,

Here are a few brief notes for Fund 66 and Fund 51. Please let me know if you'd like more information or clarification:

Fund 66 – No anticipated expenditures beyond the approved budget.

Fund 51 – I do not plan to replace carpet at the YSC ($10,000) or build a new door on the south side of Motor Vehicles ($12,500).

I do not anticipate any additional staffing needs for the remainder of FY19/20 or for FY20/21.

Thank you,
Kerin

Kerin L. Peterson
Director of Facilities and Properties
Public Building Commission
Office: 402-441-7056
Kpeterson@lancaster.ne.gov