

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY CITY BUILDING, 555 S. 10<sup>TH</sup> STREET  
ROOM 112 - CHAMBERS  
THURSDAY, JUNE 24, 2021  
8:30 A.M.**

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

Others Present: David Derbin, Chief Administrative Officer; Ann Ames, Deputy Chief Administrative Officer; and Leslie Brestel, County Clerk's Office

*Advanced public notice of the meeting was posted on the County-City Building bulletin board, and the Lancaster County, Nebraska, website and emailed to media on June 23, 2021, and published in the Lincoln Journal Star print edition and website on June 21, 2021.*

The Chair noted the location of the Open Meetings Act and opened the meeting at 8:31 a.m.

**AGENDA ITEM**

**1. APPROVAL OF STAFF MEETING MINUTES FOR JUNE 17, 2021**

**MOTION:** Amundson moved and Yoakum seconded approval of the June 17, 2021 Staff Meeting minutes. Flowerday, Amundson, Vest and Yoakum voted yes. Schorr abstained. Motion carried 4-0 with 1 abstention.

**2. QUARTERLY IS UPDATE – David Young, Director, Lincoln-Lancaster County Information Services**

**A. Project Updates**

Young reviewed a PowerPoint presentation (see agenda packet). He noted that the City of Lincoln and County payroll teams have held weekly meetings to address issues. When Information Services (IS) began managing the Oracle system, the costs dropped dramatically.

**B. Executive Session (Deployment of Security Devices)**

**MOTION:** Schorr moved and Yoakum seconded to enter Executive Session at 8:36 a.m. for the purpose of deployment of security devices, and to protect the public interest.

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

**ROLL CALL:** Schorr, Flowerday, Amundson, Vest and Yoakum voted yes. Motion carried 5-0.

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

Amundson exited the meeting.

**MOTION:** Schorr moved and Yoakum seconded to exit Executive Session at 8:58 a.m. Schorr, Flowerday, Vest and Yoakum voted yes. Amundson was absent. Motion carried 4-0.

**3. PUBLIC BUILDING COMMISSION OVERVIEW** – Kerin Peterson, Director, Facilities and Properties

Amundson returned to the meeting at 9:00 a.m.

Peterson said the Public Building Commission (PBC) oversees 12 buildings, including the City-County building, Hall of Justice, 605 Building, Public Defender's Building, Aging Partners Fitness Center, Mental Health Crisis Center, 233 South 10<sup>th</sup> Building, K Street Building, City-County Health Department building, Senior Centers in Havelock and in downtown, and the Lincoln Police Department (LPD) substation on North 27<sup>th</sup> Street. Additionally, parking areas are also managed by the PBC.

Peterson reviewed the PBC budget and bonds (see agenda packet).

The operating budget is \$7,600,000, bond obligations are \$3,667,000, and capital improvements are anticipated at \$2,645,000.

Capital improvement projects include concrete work at the Health Department, LPD and the City-County building campus, security server upgrade for the City-County building, the law enforcement memorial site, County Attorney office move, and the boiler at the Health Department.

Schorr requested clarification on County versus PBC responsibilities on projects. Peterson answered the PBC maintains the buildings, while the County's Building Fund 51 is what is used for furniture, fixtures, software and electronics that are unique to departments.

Peterson also mentioned there are only 12 public building commissions in the country.

**4. DEPUTY SHERIFF HIRING** – Terry Wagner, Sheriff, Ben Houchin, Chief Deputy Sheriff, and John Vik, Sheriff's Captain

Wagner stated a deputy will be retiring in October and requested Board permission to hire a replacement to begin in August. The department will be able to cover the extra \$10,500 employee costs within its own budget.

**MOTION:** Schorr moved and Amundson seconded approval to move forward with the hiring of the requested deputy.

Yoakum asked if the candidate would be able to get into the training academy in August. Wagner answered the Sheriff's Office has a good relationship with the academy. There are two slots reserved in the academy for Lancaster County Sheriff deputies.

The Board requested to meet the deputies who have completed the academy.

**ROLL CALL:** Schorr, Flowerday, Amundson, Vest and Yoakum voted yes. Motion carried 5-0.

**5. 2021-2022 BUDGET UPDATE – Dennis Meyer, Budget and Fiscal Officer**

Meyer reviewed both the preliminary budget totals noting that the requests are \$5,200,000 more than last year and the projected revenue is \$3,200,000 more than last year (see agenda packet) and the levy projections (see agenda packet). He said there is an 10% estimated increase in valuations. He showed projections both at the current levy rate and a reduced levy rate (see agenda packet, pages 5-6). The reduced levy accounts for the County lowering by \$.0075 to restore to the Railroad Transportation District (RTSD) and also reducing the levy further by \$.01. This instance would have no extra tax implications to the taxpayer.

Meyer discussed new position requests (see agenda packet, page 3), focusing on the importance of Information Services (IS) working with the courts to get a system in place to handle technical issues including the video conferencing system.

**MOTION:** Flowerday moved to deny the District Court Technology Support Technician position. With no second, Flowerday withdrew the motion.

**MOTION:** Schorr moved and Yoakum seconded to request David Young meet with the courts to discuss IS taking over management of the court video conference system. Schorr, Flowerday, Amundson, Vest and Yoakum voted yes. Motion carried 5-0.

Vest voiced his concern about the number of new position requests as they relate to property tax dollars. With the \$5,400,000 increase in expenses, without considering increased revenues, only \$600,000 of the requested increase is for Full Time Equivalent (FTE) requests. Meyer reminded the Board that the County Engineer has changed the line item from where the FTEs are paid which has put a one-time \$1,100,000 request into the General Fund. Discussions with the County Engineer's Office regarding the fund transfer amount request may be needed. Meyer added the Sheriff's Office request includes vehicles and their requested new FTE employees.

Regarding future upgrades, Meyer stated there is \$3,000,000 in American Rescue Plan Act (ARPA) funds for the Criminal Justice Information System (CJIS) (see agenda packet, page 4). There is an estimated \$3,000,000 - \$3,500,000 in CARES Act funding for the Board to discuss how to use. Schorr thought the funds could be used for infrastructure and one time project requests as opposed to general budget operations.

Concerning the County's cash reserves, Meyer said the current fund amount is \$10,500,000 but, realistically, it should be \$20,000,000. There is nothing in this packet budgeted for the cash reserve fund. Meyer stated he expects the General fund fiscal year end to be better than in the past. Inheritance tax is \$2,800,000 more than last year.

Scott Gaines, Deputy County Assessor/Register of Deeds, stated the 10.75% valuation growth that has been discussed in the news does not include growth, Board of Equalization (BOE) adjustments or other projects that have not been reported to the Assessor/Register of Deeds Office.

Meyer recommended the Board have a discussion focusing on ARPA funds. It was the consensus of the Board to hold that discussion at the July 8 staff meeting.

Schorr asked how the County is accounting for the interest earned on ARPA funds. Meyer said

interest is typically attached to the program. There was general discussion on whether the interest could be used on non-ARPA funded projects.

It was the consensus of the Board to have further budget discussion on both July 8 and July 15.

Meyer led discussion on the rural fire districts as related to the fifteen-cent allocations and lid restrictions.

## **6. COVID-19 UPDATE AND RESPONSE**

No updates were given.

## **7. CHIEF ADMINISTRATIVE OFFICER REPORT**

### **A. Appointment of Maysoon Shaheen to Aging Partners Areawide Council**

Derbin reviewed the appointment (see agenda packet). Yoakum was supportive of the appointment. It was the consensus of the Board to move to a future Tuesday agenda.

## **8. DEPUTY CHIEF ADMINISTRATIVE OFFICER REPORT**

### **A. Volunteer Opportunities**

Amundson and Schorr reviewed opportunities available at the People's City Mission and at the Lancaster Event Center (LEC) during the rodeo.

## **OTHER BUSINESS**

The Board held discussion on having a county polo shirt.

## **9. DISCUSSION OF BOARD MEMBER MEETINGS ATTENDED**

### **A. Girls State Office Tour via Zoom – Yoakum**

Yoakum stated she gave a presentation on how county government interacts with various governmental agencies.

### **B. Southeast Nebraska Development District (SEND) Board Meeting –Vest**

Vest said the meeting was cancelled.

### **C. MPO Technical Committee Meeting – Amundson / Derbin**

Amundson reported the 2050 Long Range Transportation Plan (LRTP) projects and revenues were reviewed.

**D. Mutual Aid Meeting – Schorr / Amundson**

Schorr stated the emergency responders are using three different applications for help requests and are working on condensing them. They also held discussion on rodeo concerns about the entrance and exits within the campgrounds area. Waverly emergency responders will be assisting with rodeo emergency requests.

**E. Monthly Meeting with Chair, Vice-Chair and Planning Department – Vest / Schorr / Derbin**

Vest said there were discussions on the 2050 LRTP, a pending solar project, and text amendment language and special permit language by the Planning Department.

**OTHER MEETINGS ATTENDED**

NACO Board Meeting

Schorr reported Governor Ricketts discussed ARPA funds and the 30x30 program. There were also discussions on the County Official Online (COOL) learning system, ARPA funds, and a credentialing system for treasurers, county clerks and their deputies. She noted credentials for County Commissioners are also being discussed.

Driving Under the Influence (DUI) Court Inaugural Ceremony

Schorr said she attended the ceremony.

Aging Partners Foot Clinic

Vest reported he attended the foot clinic.

**F. St. Monica’s Women Are Sacred – New Program Tour – All**

The Board attended the tour and expressed their excitement for the program to open.

**NOTE:** Minutes from the tour can be found on the Lancaster County website.

**10. SCHEDULE OF BOARD MEMBER MEETINGS**

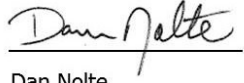
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**11. EMERGENCY ITEMS**

There were no emergency items.

## 12. ADJOURNMENT

**MOTION:** Schorr moved and Flowerday seconded to adjourn at 10:32 a.m. Schorr, Flowerday, Amundson, Vest and Yoakum voted yes. Motion carried 5-0.



Dan Nolte  
Lancaster County Clerk

