

**MINUTES**  
**DIRECTORS' MEETING**  
**Monday, January 6, 2020**

**Present:** Sändra Washington Bennie Shobe, Tammy Ward, Jane Raybould, Richard Meginnis, and James Michael Bowers

**Absent:** Roy Christensen

**Others Present:** Teresa Meier, City Clerk, Leirion Gaylor Baird, Mayor, Jennifer Brinkman, Chief of Staff, Mayor's Office, Jeff Kirkpatrick, City Attorney, Brandon Kauffman, Director of Finance, Tom Casady, Interim Director of Transportation and Utilities, Dan Marvin, Director, Urban Development, David Cary, Director, Planning Department, Doug McDaniel, Director Human Resources, and other City staff present.

Chair, Jane Raybould opened the meeting at 2:01 p.m. and announced the location of the Open Meetings Act.

**I. MINUTES**

Directors' minutes from December 9, 2019 approved and adopted (6-0)

**II. ADJUSTMENTS TO AGENDA**

Raybould provided reminders to Council members regarding the upcoming Budget schedule and the City/County Commons Meeting(s), including potential topics to be discussed.

**III. CITY CLERK**

Under Public Hearing – Resolutions – Items 5.e. and 5.f. will be called together, Item 5.e. Meginnis has a Motion to Amend No. 1 to add language “to improve and rehabilitate the alley within the Project Area”.

Under Public Hearing – Ordinances – 2<sup>nd</sup> Reading – Items 6.i. has a Motion to Amend No. 1

**IV. MAYOR'S OFFICE**

Mayor Gaylor-Baird provided information to Council regarding LB57 which limits the regulations that municipalities can impose on Short Term Rentals (STR's) while allowing typical zoning and building code issues can be addressed. A Short-Term Rentals Discussion Draft for Proposed Regulations (see attached item) was handed out to Council members. The Discussion Draft was created as a starting point for discussion and comment by the public regarding STR's in Lincoln. The feedback received from the public will help direct the finalized proposal presented to the Planning Commission and City Council. Public hearings on the changes are anticipated to take place during 2020.

A short discussion was had in regards to the series of Budget Meetings that have been scheduled. The point, goal, and value of these meetings, over the next couple of months, is to make sure what the priorities are between all City Departments, to engage in good dialogue. Two hours has been set aside for the first meeting, to be held Monday, January 13, 2020, at 11:30 a.m. The Finance team will be presenting on the financial over-view of the City. The series of meetings that will follow will be of specific budget topics and sub-topics.

New software has been rolled out to modernize the Boards and Commissions process. This change will help to recognize vacancies quicker, track applicants, and make the on-line application process more accessible. This will also promote vacancy awareness.

Raybould suggested to the Mayor; regarding the budget from her perspective it would be really beneficial when they do the budget to explain straight up “this is what makes it different from last year” “that we're going to have a projected increase because of x, y, and z. or a decrease because we haven't filled this vacant position”. This way everyone has a starting place in understanding what the difference is. Then maybe launch into greater explanation for some of the newer Council members and what is involved in their budget.

Mayor responding stating the preparation of the budget takes several months. It is not currently in the form to state this many FTE's will change in this department. In the first meeting Mayor wants to provide a good sense of the

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fiscal health of the City, where we had challenges or opportunities and get Council input on that information. As they go through the different topics that will provide an opportunity to dive through different issues that help protect the safety and security of the community and public health. We will also hear from the departments and their priorities and challenges but they probably won't have a specific dollar proposal to put in front of you. Again, those will be presented after feedback is received from Council and we work together to put together the entire budget package. Each department will be preparing budget proposals for the Mayor's office as well. These topic meetings are meant to get input and have that conversation about priorities more than they are to say this is what our budget will look like. Mayor further stated it is really important to identify and see where changes are in the budget. The budget is the most important policy document so everyone can see what is being accomplished by how we allocate our resources is paramount

**V. BOARDS/COMMITTEES/COMMISSION REPORTS**

1. **PRT** – Bowers (11.21.19) *carry over from 12.09.19* and (12.19.19)  
Bowers reported properties are still being monitored and one property was added to the list.
2. **WHJPA** – Ward (11.25.19) *carry over from 12.09.19*  
Ward reported two resolutions were passed during the November meeting. The next meeting will be held January 23, 2020.
3. **DLA** – Meginnis, Ward (11.26.19) *carry over from 12.09.19* and (12.24.19)  
Ward reported DLA did not meet in December. An update was provided on the Eagle Parking Garage, construction has begun with retail space on the first floor, the garage will be designed to hold 309 parking stalls and is planned to re-open January of 2021.
4. **PAC** – Shobe, Christensen, Bowers (11.26.19)  
Shobe reported Mike Davis, StarTran Transit Manager, provided a presentation on the Five-year Expansion Plan and where they are currently at with the expansion plan. Some information pertaining to the handi-van services was also provided in the presentation.
5. **RTSD** – Christensen, Raybould, Bowers (12.02.19)  
Raybould reported the board reviewed the financial activity, discussion was had on the 33<sup>rd</sup> and Cornhusker project, Nebraska Department of Transportation (NDOT) and Federal Highway Administration (FHWA) approved the probable National Environmental Policy Act (NEPA) Class of Action as an Environmental Assessment (EA). This probable class of action is subject to change as the proposed project progresses and more information is analyzed regarding the project, surrounding area and impacted resources. Additional project and crossing updates were also provided.
6. **JBC** – Washington, Bowers (12.05.19)  
Bowers reported the committee reviewed the two sub committees and discussed who will be on those committees.
7. **BOH** – Bowers (12.10.19)  
Bowers reported Discussion was had on the audits with Medicaid and the discrepancies in what auditors are looking for in terms of best practices for pediatric dentistry.
8. **MAC** – Shobe (12.10.19)  
Shobe reported he was not able to attend.
9. **PBC** – Meginnis, Raybould (12.10.19)  
Meginnis reported updates were provided on the Hall of Justice security entrance and Finance area remodel. Discussion was had on the cost of the County Assessor's remodel. It was suggested the technical staff on the

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maintenance department could possibly take on some of the projects to help reduce some of the over-all cost of the project.

**10. ISPC – Washington (12.12.19)**

Washington reported the meeting was canceled. The next meeting will be held January 30, 2020.

**11. Parks & Rec – Christensen (12.12.19)**

*Carry over to January 13, 2020*

**12. DEC – Wad (12.21.19)**

Ward reported the DEC did not meet in December

Chair, Raybould adjourned the meeting at 2:36 p.m.