

MINUTES
DIRECTORS' MEETING
Monday, February 3, 2020

Present: Roy Christensen, Sandra Washington Bennie Shobe, Tammy Ward, Jane Raybould, Richard Meginnis, and James Michael Bowers

Absent:

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 2:00 p.m. and announced the location of the Open Meetings Act.

I. MINUTES

Directors' minutes from January 13, 2020 approved and adopted (7-0)

II. ADJUSTMENTS TO AGENDA

III. CITY CLERK

Under Public Hearing – Ordinances – 2nd Reading – Items 5.a. and 5.b. will be called together.

Under Ordinances – 1st Reading – Item 8.a. has a request by the applicant to be placed on pending, date certain with public hearing on February 24, 2020.

IV. MAYOR'S OFFICE

Mayor Gaylor-Baird acknowledged Liz Elliott as the New Lincoln Transportation and Utilities Director. Information was provided to Council on the upcoming Mayor's Night Out event taking place tomorrow evening from 5:30 p.m. to 7:30 p.m. at Eiseley Branch Library. This Thursday the Comp Plan kick-off will be taking place at the Pinnacle Bank Arena starting at 5:00 p.m. Members of the public are encouraged to attend. The Plan Forward 2050 survey is in circulation. A brief update on the Resident Satisfaction Survey was provided, it was stated that this survey will be available to the public through mid-February. The Law Enforcement Citizens Academy will be beginning February 26th and will take place over the course of many weeks and will take a deep dive into the work our emergency responders do. Mayor announced the retirement reception for Chief Despain will be February 28, 2020, from 3:30 p.m. to 5:30 p.m. at Fire Station 15. The Census 2020 Complete Count Committee between the City and the County is coming along nicely. The census helps determine federal dollars for school lunches, street funding, and access to public health care.

V. BOARDS/COMMITTEES/COMMISSION REPORTS

1. MAC – Shobe (01.14.20)

Shobe reported discussion was had on issues in the community and regular member attendance. An invite to all Council members has been extended to all Council members to attend the MAC meeting. Christensen replied the reason Council members have committee assignments is so Council members don't have to attend every meeting. Shobe stated the chair of the MAC also raised concerns that the Council doesn't take the advice of the MAC. With the MAC being an advisory committee, when advice is given the body that advice is given to doesn't follow it unquestionably. The MAC chair would also like to extend the offer to the City Council that when they need advice on multicultural issues they can come to the MAC. Raybould requested to be apprised of any recommendations or advise the MAC may have for the City Council to consider. The MAC also has concerns regarding the lack of minority in the hiring of Department heads.

2. BOH – Bowers (01.14.20)

Bowers reported the BOH reviewed and approved the cottage food regulations in Lincoln. With the passing of LB 304, expanding the state's food laws to facilitate growth among cottage food entrepreneurs, or those who

MINUTES
DIRECTORS' MEETING
Monday, February 3, 2020

bake and prepare certain foods in their home kitchens and sell them on a small scale. The health department needs to update the Lincoln food code to allow for cottage food sales in Lincoln. This includes issuing a permit, adoption of health, safety, and sanitation standards and also to ensure those standards are being followed. This process went through two public meetings, a food advisory committee twice, and approved through the BOH. These standards ensure the citizens have a right to eat healthy foods.

3. **PBC** – Meginnis, Raybould (01.14.20)
Raybould reported it was a record short meeting.
4. **WHJPA** – Ward (01.15.20)
Ward reported action and approval was taken on the block 4 Redevelopment Agreement and the financial audits.
5. **DEC** – Ward (01.21.20)
Ward reported discussion and a vote was had on the resolution for the block 4 Redevelopment Agreement. Discussion was also had on possibly changing the make-up of the DEC. The next quarterly meeting will be held April 21, 2020
6. **JBC** – Washington, Bowers (01.21.20)
Washington reported discussion was had on funding and the interactions with Prosper Lincoln. Prosper Lincoln has asked the JBC to consider submitting numbers into their report that shows the level of commitment. The discussion included the goals of the JBC and how they coincide with Prosper Lincoln. The city has provided dollars and plans to continue to contribute to the grant review cycle but will not commit to exact numbers.
7. **ILC** – Christensen, Shobe, Washington (01.27.20)
Christensen reported discussion was had prioritizing four topics for future discussion. Of those topics one is the situation surrounding the server seller training permits. There are currently changes at the University and State level, so now is the perfect time to determine if there need to be any changes at the local level. For example; how impactful has it been and is there any data driven action. Christensen also stated Craft Axe Throwing has requested a show cause hearing before the liquor commission, they plan to show evidence there are other locations in Nebraska that do not have a two drink limit and that there have not been any complaints or incidents at these other locations and plan to request that those restrictions do not need to be in Lincoln either. Christensen stated the City Council can only make recommendations regarding liquor policy but the State Liquor Commission has the final say.
8. **DLA** – Meginnis, Ward (01.28.20)
Meginnis reported discussion was had on the financials, maintenance and how they are doing with snow removal. The DLA provides the snow removal in a pie shape from the corner of a building, including the sidewalks and the crosswalk entrances and exits. Campion provided a presentation on the Red 9 project. Ward added a presentation was given on the proposed ordinance for the food truck pilot project. Raybould commended Ward on taking the leadership role of the food truck pilot project.
9. **PRT** – Bowers (01.30.20)
Bowers reported five properties are currently being monitored. Bowers also explained the criteria for a property to be added the PRT, which includes having to be referred by two different agencies, a long list of substantial complaints. Christensen stated it would be good to report on properties that continue to have unresolved issues and multiple actions after a property has been referred to the PRT.
10. **ISPC** – Washington (01.30.20)
Washington reported follow-up discussion was had on the budget implications and licensure of Office 365. Policy proposals are expected to be brought forward in the month.

MINUTES
DIRECTORS' MEETING
Monday, February 3, 2020

11. 2020 Census Complete Count Committee – Shobe

Shobe reported the committee has approved the design to purchase five billboards throughout the city and will be displayed in nine different languages. Retailers have been provided with advertising slickers to place on their store fronts. Individuals will be encouraged to participate online and via phone, be on the lookout for reminder mailings. Washington raised the question if public library staff will be providing assistance to individuals who may utilize the public libraries online access. Brinkman stated she will reach out to Pat Leach, Library Director, to inquire.

VI. COUNCIL MEMBERS

Meginnis advised a meeting was had with the four companies who applied for the shared micro-mobility device pilot program. Two of those companies have been selected, negotiations will be had and the program is expected to start at the end of March, 2020 for the downtown Lincoln area. Raybould commended Meginnis for interjecting himself and getting involved with this project.

Chair, Raybould adjourned the meeting at 2:51 p.m.