

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, MAY 11, 2006
8:30 A.M.**

Commissioners Present: Deb Schorr, Chair
Bob Workman, Vice Chair
Larry Hudkins
Bernie Heier
Ray Stevens

Others Present: Gwen Thorpe, Deputy Chief Administrative Officer
Bruce Medcalf, County Clerk
Trish Owen, Chief Deputy County Clerk
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 8:30 a.m.

AGENDA ITEM

1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY, MAY 4, 2006

MOTION: Stevens moved and Workman seconded approval of the Staff Meeting minutes dated May 4, 2006. Stevens, Workman, Heier and Schorr voted aye. Hudkins was absent from voting. Motion carried.

2 ADDITIONS TO THE AGENDA

- A. Request to Rename the Mental Health Jail Diversion Project (Exhibit A)
- B. Pending Procedure
- C. Job Classification for Cori Beattie, County Board Administrative Secretary

MOTION: Stevens moved and Heier seconded approval of the additions to the agenda. Workman, Heier, Stevens and Schorr voted aye. Hudkins was absent from voting. Motion carried.

Hudkins arrived at 8:33 a.m.

3 HEALTH INSURANCE COPAYS AND DEDUCTIBLES - Bill Kostner, City Risk Manager; Kathy Reiss and Renee Hudkins, Blue Cross/Blue Shield

Kathy Reiss, Blue Cross/Blue Shield, gave an overview of the following (Exhibits B, C & D):

- ▶ An Overview of Your Health Care Benefits
- ▶ A Guide to Your Group Health Benefits for Lancaster County, Nebraska
- ▶ Claim Activity for First Quarter 2006 (Graph)
- ▶ Claim Activity for First Quarter 2006 (Graph)
- ▶ Lancaster County, January 1, 2006 Through March 31, 2006, Total Member Utilization of Preferred Providers Organization (PPO) Network (Based on Claim Payments) Health Claims
- ▶ Lancaster County 1st Quarter 2006 (Graph)
- ▶ Lancaster County Summary of the Top 20 Reasons
- ▶ Top Six Benefit Questions
- ▶ Lancaster County Benefit Comparison

4 OVERVIEW OF 2006-2007 BUDGET - Dave Kroeker, Budget and Fiscal Officer

Dave Kroeker, Budget and Fiscal Officer, gave an overview of the following (Exhibits E & F):

- ▶ Lancaster County, Comparison FY07 to FY06 Expense Budget
- ▶ Lancaster County, Comparison FY06 to FY05 Revenue Budget
- ▶ Lancaster County, Property Tax Funded Budgets, FY07 Requested Budget Compared to FY06 Adopted
- ▶ Personnel Service Costs
- ▶ General Fund Miscellaneous (805) Health & Human Services
- ▶ General Fund Miscellaneous (612) General Government
- ▶ General Fund Miscellaneous (628) Justice System
- ▶ Lancaster County, FY06 Projected Additional Appropriations, Mid-Year FY06 Budget Review
- ▶ Lancaster County, Inheritance Tax Collections
- ▶ Lancaster County, Keno Collections
- ▶ Lancaster County, Keno Fund, FY06 Proposed Keno Fund Budget
- ▶ Lancaster County, Building Fund Budget (Fund 051)
- ▶ FY06 Valuations & Tax Rates
- ▶ Lancaster County, Calculation of Restricted Funds
- ▶ Lancaster County, Change in Taxable Assessed Valuation, Last Ten Years
- ▶ Lancaster County, Historical Valuations and Levies
- ▶ Lancaster County, Historical Taxable Assessed Valuation

Kroeker projected that \$6.5 million would be raised if the tax rate remained the same. He said a tax rate of 24.86 cents per \$100 would generate the same amount of money as this year.

There was general consensus to strive to stay at a tax rate of 25.7 cents per \$100.

The budget calendar was also discussed (see agenda packet), with consensus to:

- ▶ Cancel the Budget Work Session on Thursday, June 15th
- ▶ Reschedule the Budget Work Session on Tuesday, July 11th to 1:00 to 4:00 p.m.
- ▶ Keep August 7th - 10th free for Board of Equalization
- ▶ Move Review of the Lancaster County Agricultural Society/Rural Fire District Budgets to Thursday, August 17th

The Chair exited the meeting at 10:02 a.m. and the Vice Chair assumed direction of the meeting.

ACTION ITEMS

B. Audit Representation Letter

MOTION: Hudkins moved and Stevens seconded to acknowledge receipt of the disclosure statement and authorize the Chair to sign. Heier, Workman, Stevens and Hudkins voted aye. Schorr was absent from voting. Motion carried.

Kroeker said he will set up a meeting with Dana F. Cole & Company (the audit firm) to start planning for next year.

Hudkins and Stevens expressed interest in participating.

Hudkins stressed the need for a commitment from the audit firm on the schedule and personnel.

The Chair returned to the meeting at 10:05 a.m.

5 FINAL REVIEW OF RURAL ADDRESS CHANGES - Don Thomas, County Engineer; Doug Pillard and Arlyn Brunke, County Engineer's Office

Doug Pillard, County Engineer's Office, presented the appeals of address changes that have been submitted, to date, and the following information for each appeal: property identification number, existing address, proposed address, a brief comment on why the address should be changed and an aerial photograph (Exhibit G). He recommended that the new addresses be retained, with the following exception: allow Tami & Marvin Lambie to keep 1801 North 98th Street as their address and assign 1821 North 98th Street to Peggy & Ken Hain (common driveway). The addresses meet the guidelines.

Workman noted that Michael and Lisa Beeson have asked to keep their existing address of 9820 Raymond Road and said their neighbor across the road has offered to change his address if it would allow them to do so.

Pillard explained that he said the address are 130 points off and are outside the range (100 points is equal to approximately 350 feet).

Sharon McDonald, 1900 South 98th Street, appeared and asked to retain her existing address (her address is out of sequence). She said her neighbor's address (1895 South 98th Street) was assigned in error and suggested that it be changed instead.

Pillard said both are within 100 points, but together are out of sequence. He said one of the addresses has to change and McDonald's address was selected as it is further out of sequence.

Heier said he believes both addresses should be corrected.

MOTION: Workman moved and Hudkins seconded to make an exception and allow Sharon McDonald to retain her address of 1900 South 98th Street and to change Timothy and Brenda Lieske's address from 1895 South 98th Street to 1911 South 98th Street. Workman, Hudkins and Schorr voted aye. Stevens and Heier voted no. Motion carried.

The Board asked that the Lieseke's be notified of the address change.

Audree Boveia, 5900 Southdale Road, appeared and asked that she be allowed to retain her address. The recommendation is to change the address to 11175 South 60th Street.

It was noted that the Boveia's driveway is off South 60th Street. The mailbox is located on Southdale Road and may remain there.

MOTION: Heier moved and Stevens seconded to assign 11175 South 60th Street as the new address for Audree and Roger Boveia. Stevens, Heier, Workman, Hudkins and Schorr voted aye. Motion carried.

Boveia asked if she could retain her address if she moves her driveway to Southdale Road.

Schorr said Boveia would need to discuss that with the County Engineer's Office.

MOTION: Hudkins moved and Stevens seconded to approve the remaining address changes. Heier, Workman, Hudkins, Stevens and Schorr voted aye. Motion carried.

6 A) COUNTY SPECIAL PERMIT NO. 06023, RADIO TOWER AT SOUTH 54TH STREET AND PELLA ROAD; AND B) COUNTY SPECIAL PERMIT NO. 06024, TEMPORARY MOBILE HOME AT NORTH 176TH STREET AND BRANCHED OAK ROAD - Ray Hill, Planning Department

A) County Special Permit No. 06023

Ray Hill, Planning Department, gave an overview of County Special Permit No. 06023, a request by American Family Association, Inc., for authority to construct a 498' radio broadcast tower capable of accommodating at least three carriers on property southeast of the intersection of South 54th Street and Pella Road. The record consists of one letter in opposition citing concerns about the number of power lines in the immediate area, possible interference with existing radio stations, and proximity to existing houses and Norris School. Planning staff and the Planning Commission have recommended conditional approval.

Stevens asked if the applicant had checked the availability of other towers.

Hill explained that this is a different type of tower and much taller than others in the vicinity.

The Board asked Hill to check on the escrow amount.

The Board also asked that the Planning Department make contact with Emergency Management to see whether it could use tower space a standard condition on tower applications.

B) County Special Permit No. 06024

Hill gave an overview of County Special Permit No. 06024, a request by Kurtis and Judy Polivka, for authority to locate and live in a mobile home as a temporary residence while building a permanent residence on property at North 176th Street and Branched Oak Road. Planning staff and the Planning Commission have recommended conditional approval.

7 BOARD OF EQUALIZATION PROCESS - Trish Owen, Chief Deputy County Clerk

Trish Owen, Chief Deputy County Clerk, proposed inclusion of the following language on the following documents: 2006 Lancaster County Board of Equalization Policies and Procedures for Property Valuation Protests; Referee Hearing Letter; and General Information About the Property Valuation Protest Process (see agenda packet):

Due to anticipated volumes of property valuation protests the Lancaster County Board wants to insure that all properties are given a chance to appeal the referee recommended value if new data or information has become available since your referee hearing date. To insure that all property classes are treated equitably, the Board will be accepting new or additional information in writing. The Board will give due consideration to the information provided and will consult with the Referee Coordinator before issuing a final value. Changing the process from an in-person hearing to the submission of new information or data in writing will allow all property classes to be given due process by the Statutory deadline of August 10th.

The deadline for submitting new information or data is August 1st, 2006. The information MUST be mailed or delivered to the Lancaster County Clerk's Office. It will be distributed to the Referee Coordinator and also to the Lancaster County Board of Commissioners for review. (If your referee hearing is scheduled for July 31st through August 3rd, your submission deadline will be August 8th, 2006.)

The Board requested the following changes:

2006 Lancaster County Board of Equalization Policies and Procedures for Property Valuation Protests

- ▶ Page 4, Paragraph 1, Sentence 1: Add the word *generally* behind the word *will* and delete the word *adequate*
- ▶ Page 4, Paragraph 5, Sentence 2: Change *Protest Coordinator* to *Referee Coordinator*

General Information About the Property Valuation Protest Process

- ▶ Page 1, Paragraph 2: Emphasize Sentence 5 in bold print or larger letters
- ▶ Page 2, Emphasize Bullet 2 under the section titled General Reminders About Your Protest Hearing in bold print or larger letters
- ▶ Include instructions on how to look up comparables

Stevens noted that the Referee Hearing Letter states that no rescheduling of appointments will be possible and suggested that the Board set a block of time aside, with a referee, to hear protests by property class, on a first come basis.

Brief discussion followed.

Stevens declined to make his request in the form of a motion.

- 8 FINANCIAL REPORTING SOFTWARE** - Terry Adams, Deputy County Treasurer; Liz Thanel, County Treasurer's Office; Dave Kroeker, Budget and Fiscal Officer

Liz Thanel, County Treasurer's Office, requested authorization to purchase a software package (five seats) that will serve as a link between the financial accounting system and Excel (provides summarized and custom reporting and standardized financial reports). She said the County Treasurer's Office has budgeted for three of the seats.

Dave Kroeker, Budget and Fiscal Officer, suggested taking \$3,600 out of the Information Services (IS) Budget to purchase seats for him and Tim Genuchi, Accounting Operations Manager for the County Clerk's Office.

MOTION: Hudkins moved and Stevens seconded approval of the request, as outlined. Heier, Workman, Stevens, Hudkins and Schorr voted aye. Motion carried.

9 ACTION ITEMS

A. Paycheck Insert for May 18, 2006 (Severe Weather Facts)

MOTION: Stevens moved and Workman seconded approval. Hudkins, Heier, Workman, Stevens and Schorr voted aye. Motion carried.

B. Audit Representation Letter

Item was moved forward on the agenda.

C. Termination of Lincoln-Lancaster Women's Commission Interlocal Agreement with the City of Lincoln

Workman said the Lincoln-Lancaster Women's Commission is an unmandated responsibility and said he believes it is inappropriate to fund it with tax monies.

MOTION: Workman moved and Heier seconded to give notice to the City of Lincoln, prior to June 1, 2006, of the County Board's intention to withdraw from the interlocal agreement pertaining to, and the funding of, the Lincoln-Lancaster Women's Commission and to indicate that the withdrawal be consummated at the first opportunity, under the terms and conditions of the interlocal agreement.

FRIENDLY AMENDMENT: The seconder offered a friendly amendment to indicate that this action is due to this being an unmandated responsibility.

The maker of the motion accepted the friendly amendment.

Schorr said she will not support the motion as she believes that the taxpayer funds are being well spent. She said the Lincoln-Lancaster Women's Commission is a leader in the community with regards to a number of issues, particularly child care, early childhood education and women's health.

Workman agreed that the Lincoln-Lancaster Women's Commission is doing good work but said private funding through a non-profit organization would be more appropriate. He said he is looking at priorities and said "we can't be everything to everyone."

Hudkins agreed that the Board has difficult budget decisions ahead and said he has told the Lincoln-Lancaster Women's Commission for several years that it needs to broaden its funding or work off its foundation (Friends of the Lincoln-Lancaster Women's Commission). He said he supports giving notice that the County may pull out of funding.

Workman clarified that his motion is to withdraw from funding and terminate the interlocal agreement.

It was noted that there is still some question as to whether it would apply to the 2006-07 Fiscal Year.

ROLL CALL: Workman, Heier and Hudkins voted aye. Stevens and Schorr voted no. Motion carried.

The Board asked Thorpe to draft a letter to the City and to bring it back next week.

Schorr said she may ask that signature be by the Vice Chair.

ADDITIONS TO THE AGENDA

- A. Request to Rename the Mental Health Jail Diversion Project (Exhibit A)

MOTION: Heier moved and Hudkins seconded to: 1) Change the name of the Mental Health Jail Diversion Project to the Behavioral Health Jail Diversion Program of Lancaster County; and 2) Authorize the Chair to sign a letter of support for the grant. Heier, Stevens, Hudkins, Workman and Schorr voted aye. Motion carried.

10 ADMINISTRATIVE OFFICER REPORT

- A. Claim for Review: PV 67820 for \$49.13 from Public Defender (\$10.19 is Past 90 Days)

MOTION: Stevens moved and Heier seconded to handle the claim through the regular claims process at the Tuesday, May 16, 2006 Board of Commissioners Meeting. Workman, Hudkins, Stevens, Heier and Schorr voted aye. Motion carried.

B. Nebraska Innovation Zone Commission (NIZC)

Workman expressed concern that there is an atmosphere of contention between the Lincoln/Omaha contingent and representatives of the small communities.

MOTION: Stevens moved and Heier seconded to send a letter, with signature by members of the County Board, to the encourage the Nebraska Innovation Zone Commission (NIZC) to add representatives from Ashland, Greenwood and Gretna as non-voting members to the group and allow them to participate in discussions and committee work.

FRIENDLY AMENDMENT: Workman offered a friendly amendment to indicate that those representatives should be appointed by their respective city councils.

The maker of the motion and the seconder accepted the friendly amendment.

ROLL CALL: Stevens, Workman, Heier, Hudkins and Schorr voted aye. Motion carried.

C. Sale of Retired Canine (Xavier)

MOTION: Heier moved and Hudkins seconded approval of the request from the Sheriff's Office to sell the retired canine to his handler for one dollar, subject to approval by the County Attorney. Hudkins, Stevens, Heier, Workman and Schorr voted aye. Motion carried.

D. Notice for New Meeting Time

Board consensus was to notify the Management Team and staff of the new meeting time.

The Board asked that notification also be send to those on the agenda distribution list.

ADDITIONS TO THE AGENDA

B. Pending Procedure

Brief discussion took place as to whether to provide additional public notice when items are removed from pending and whether to advertise them as a public hearing.

No definitive action was taken.

- C. Job Classification for Cori Beattie, County Board Administrative Secretary

MOTION: Hudkins moved and Heier seconded to ask the Personnel Department to re-examine the job classification for Cori Beattie, County Board Administrative Secretary, and bring forward a recommendation. Stevens, Hudkins, Heier, Workman and Schorr voted aye. Motion carried.

11 BOARD MEMBER MEETINGS

- A. Monthly Meeting of County Board Chair, Vice Chair and Mayor - Schorr, Workman

Workman said the Mayor indicated that the City is not interested in: 1) Sharing the cost of paving Arbor Road east of North 70th Street to provide access to a proposed motocross track at the Abbott Sports Complex; 2) Having the County withdraw from the funding on the Lincoln-Lancaster Women's Commission, even if the County is willing to fund the Victim Witness Unit; 3) Allowing the County to have joint ownership of the K Street Complex.

Schorr said they also briefed the Mayor on the Sheriff's shooting range and asked her to extend an offer to Tom Casady, Chief of Police, to utilize the facility.

- B. Parks and Recreation Advisory Committee - Stevens

Stevens said there was a presentation from Public Works and Utilities on site selection for the Southwest Treatment Facility, noting most of the sites border Wilderness Park. He said there was also a presentation from the Public Works and Utilities Engineering Division on plans to construct two, northbound turn lanes between 9th and 10th Streets to move traffic onto Van Dorn Street. He said concerns were expressed regarding the loss of mature trees in the median, creating a barrier to Bison Trail on the south side of Van Dorn and the impact to Van Dorn Park (South 9th and Van Dorn Streets). The Parks and Recreation Advisory Committee requested further study of the issues.

- C. Region V Governing Board - Schorr

Schorr said there was a presentation on the Emergency Services System and said a letter was sent to the Nebraska Department of Health and Human Services (HHS) expressing concerns.

- D. Monthly Meeting of Public Building Commission (PBC)
Representatives and Mayor - Hudkins

Hudkins said a compromise was worked out regarding security in the Hall of Justice.

- E. Public Building Commission - Hudkins, Workman

Hudkins said there has been a change in plans and said Public Building Commission is now looking at locating Community Corrections in Courthouse Plaza and the Public Defender on the 3rd Floor of the County-City Building.

12 ADJOURNMENT

MOTION: Stevens moved and Heier seconded to adjourn the meeting at 12:18 p.m. Hudkins, Stevens, Heier, Workman and Schorr voted aye. Motion carried.

Bruce Medcalf
Lancaster County Clerk