

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113 - BILL LUXFORD STUDIO
THURSDAY, JUNE 14, 2018
8:30 A.M.**

Commissioners Present: Todd Wiltgen, Chair; Jennifer Brinkman, Vice Chair; Roma Amundson; and Bill Avery

Commissioners Absent: Deb Schorr

Others Present: Kerry Eagan, Chief Administrative Officer; Ann Ames, Deputy Chief Administrative Officer; and Ann Taylor, County Clerk's Office

Advance public notice of the Board of Commissioners Staff Meeting was posted on the County-City Building bulletin board and the Lancaster County, Nebraska web site and provided to the media on June 13, 2018.

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

1. APPROVAL OF STAFF MEETING MINUTES FOR MAY 31, 2018

MOTION: Avery moved and Brinkman seconded approval of the May 31, 2018 Staff Meeting minutes. Brinkman, Avery and Wiltgen voted yes. Amundson and Schorr were absent. Motion carried 3-0.

2. NEBRASKA DEPARTMENT OF AGRICULTURE ANNUAL REPORT AND REVIEW OF THE LANCASTER COUNTY NOXIOUS WEEDS PROGRAM – Paul Moyer, Nebraska Department of Agriculture Noxious Weed Program Inspector; Brent Meyer, Lancaster County Weed Control Authority Superintendent

Paul Moyer, Inspector, Nebraska Department of Agriculture Noxious Weed Program, presented an evaluation of Lancaster County's Weed Control Program, noting a score of 3,325 out of a possible 3,400 was achieved (Exhibit A).

Amundson arrived at the meeting at 8:45 a.m.

3. LOWER PLATTE WEED MANAGEMENT AREA INTERLOCAL AGREEMENT – Brent Meyer, Lancaster County Weed Control Authority Superintendent; David Derbin, Deputy County Attorney

Brent Meyer, Lancaster County Weed Control Authority Superintendent, and David Derbin, Deputy County Attorney, gave an update on an interlocal agreement that had been proposed by Douglas County and counties in the Lower Platte Weed Management Area (LPWMA). It was noted a separate

political subdivision has been created to address concerns there about exposure to contractual, tort and grant liabilities. Derbin said Lancaster County, through the Lancaster County Weed Control Authority, will head the LPWMA so the Lancaster County Board will give the final approval to the document. **NOTE:** The document will come before the Board at a regular County Board of Commissioners Meeting. Derbin also relayed that Meyer and his counterpart in Douglas County are in the process of writing grants to cover the additional insurance costs.

Wiltgen noted the Lancaster County Treasurer's Office shall serve as the official treasurer and clerk and asked whether the County will be compensated for those services. Meyer said no, they are willing to offer those services. He said it will be a pass through of grant funds and estimated the amount at less than \$200,000 this year.

4. APPOINTMENT TO THE LANCASTER COUNTY VETERANS SERVICES COMMITTEE – Rick Ringlein, County Veteran Services Officer

Rick Ringlein, County Veterans Service Officer, said Roy Schoen's term on the Lancaster County Veterans Service Committee will expire on June 30, 2018 and he is not seeking reappointment. Patrick Stanosheck and William S. Duffield II submitted applications for the vacancy and were endorsed by the Veterans of Foreign Wars (VFW) Post 131 and Vietnam Veterans of America Post 727, respectively. He said the Veterans Service Committee has reviewed the applications and recommends appointment of Stanosheck.

There was consensus to schedule the appointment as a special presentation on a County Board of Commissioners Meeting agenda.

CHIEF ADMINISTRATIVE OFFICER REPORT

A. Renewal of Contract with Kissel, Kohout, ES Associates for Legislative Services

Kerry Eagan, Chief Administrative Officer, explained this is a professional services contract and is not required to be bid. It was noted that Kissel, Kohout ES Associates is not requesting an increase in the contract rate.

There was consensus to have Eagan prepare a contract for action at a regular County Board of Commissioners Meeting.

DEPUTY CHIEF ADMINISTRATIVE OFFICER REPORT

A. Website

Ann Ames, Deputy Chief Administrative Officer, said Jen Holloway, Deputy County Attorney, has reviewed the master contract for Nebraska Interactive to redesign the County's website. She said Holloway has requested a change specific to the order of precedence in the master contract but Nebraska Interactive is unwilling to make that change. Ames recommended the County proceed with a request for proposal (RFP), which will likely involve a three-month process. There was consensus to proceed with an RFP.

GENERAL ADMINISTRATIVE ITEMS

- A. 2018 Nebraska Association of County Officials (NACO) Annual Conference
(December 12-14, 2018, Younes Conference Center in Kearney, Nebraska)

Commissioner Avery was the only Board member that indicated a need for a hotel reservation.

- B. National Association of County Officials (NACo) Voting Credentials

There was consensus to assign the voting credentials to Commissioner Schorr, with Commissioner Amundson as alternate.

- C. County Board Volunteer Opportunity (CEDARS Luau Event)

The event will be held at CEDARS Home for Children on August 2nd from 5:30-7:30 p.m. at 6601 Pioneers Boulevard.

- 5. TRABERT HALL SALE (EXECUTIVE SESSION REQUESTED) – David Derbin and Jen Holloway, Deputy County Attorneys**

MOTION: Brinkman moved and Amundson seconded to enter Executive Session at 9:11 a.m. for the purpose of protecting the public interest with regards to discussion of the sale of Trabert Hall and potential litigation.

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

ROLL CALL: Amundson, Brinkman, Avery and Wiltgen voted yes. Schorr was absent. Motion carried 4-0.

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

MOTION: Brinkman moved and Avery seconded to exit Executive Session at 10:25 a.m. Avery, Amundson, Brinkman and Wiltgen voted yes. Schorr was absent. Motion carried 4-0.

- 6. POTENTIAL LITIGATION – David Derbin, Jen Holloway and Dan Zieg, Deputy County Attorneys**

See Item 5.

- 7. DEPARTMENT BUDGET HEARINGS – Dennis Meyer, Budget & Fiscal Officer**

- A. Visitors Promotion – Jeff Maul, Executive Director/Vice President, Lincoln Convention and Visitors Bureau (CVB); Derek Feyerherm, Director of Sales & Operations, CVB**

Dennis Meyer, Budget & Fiscal Officer, said Visitors Improvement (Fund 18) had a fund balance of \$2,385,386 as of May 31, 2018. He also gave an overview of projects and committed expenditures over the next seven years.

Jeff Maul, Executive Director/Vice President, Lincoln Convention and Visitors Bureau (CVB), discussed the Visitors Promotion (Fund 19) proposed budget, noting a 7.9% Increase in Room Tax-CVB (Promotion Fund) and a 7.7% Increase in Room Tax-Bid Fees (Improvement Fund).

Maul also discussed other areas of the budget that show significant increases:

- Travel & Training
- Postage
- Public Relations
- Advertising-CVB
- Event Promotion
- Sports Event Promotion

In response to a question from Wiltgen, Derek Feyerherm, Director of Sales & Operations, CVB, said the success of the University of Nebraska-Lincoln (UNL) Football Program can have a significant impact on the number of room nights during the months of September-November, noting there has been a decrease the last couple of years. Maul added game day weekends are considered when building hotels and developing tourism entities and they just haven't been the revenue generator that was anticipated so they have worked to identify more citywide events to drive revenues.

Brinkman asked the average rate to stay in Lincoln. Feyerherm said it is \$80, adding that rate "dips down" citywide during winter months.

NOTE: A handout showing 2017-2018 CVB successes and major 2017-2018 events was disseminated (Exhibit B).

Brinkman exited the meeting at 10:41 a.m.

**A. Public Defender – Joe Nigro, Public Defender; Monica Ross-Williams,
Administrative Services Officer**

Joe Nigro, Public Defender, said he is projecting a 2.1% budget increase, explaining most of the increase is due to salaries and benefits.

Nigro discussed his request for additional staff in the budget (two felony attorneys and a paralegal position). He said he has calculated the County would realize savings if it added five attorneys, due to case overloads, but he has only requested two.

Nigro also reported the following:

- 5% increase in reimbursement from the City was negotiated (\$451,173)
- Legal Aid of Nebraska intends to keep their rates the same but would like to change how Family Drug Court cases are counted

In terms of technology, Nigro said the Public Defender's Office replaces approximately a fourth of their computers every year. He said they will also need to begin to replace some of their iPad computers, noting they were all purchased at the same time. Nigro said they are also looking at possibly upgrading the defenderData case management system.

Nigro noted Commissioner Amundson had asked the Public Defender's Office to consider purchasing vehicles to reduce mileage costs. Amundson said the mileage the Public Defender's Office paid in the last few years would have paid for four cars.

Meyer referenced capital outlay and said it appears the Public Defender has budgeted for furniture and fixtures for the additional positions that were requested. Nigro said that is correct.

Wiltgen asked whether the Public Defender's Office will have excess funds this year. Meyer said it won't be significant.

8. CHIEF ADMINISTRATIVE OFFICER REPORT

- A. Renewal of Contract with Kissel, Kohout, ES Associates for Legislative Services

Item was moved forward on the agenda.

9. DEPUTY CHIEF ADMINISTRATIVE OFFICER REPORT

- A. Website

Item was moved forward on the agenda.

10. GENERAL ADMINISTRATIVE ITEMS

- A. 2018 Nebraska Association of County Officials (NACO) Annual Conference (December 12-14, 2018, Younes Conference Center in Kearney, Nebraska)
- B. National Association of County Officials (NACo) Voting Credentials
- C. County Board Volunteer Opportunity (CEDARS Luau Event)

Items A-C were moved forward on the agenda.

11. DISCUSSION OF BOARD MEMBER MEETINGS

A. Railroad Transportation Safety District (RTSD) – Schorr/Amundson/Wiltgen

Amundson said they approved the Fiscal Year (FY) 2018/2019 budget. Wiltgen added that the levy request to the County will be the same as last year. He said they also increased their levy lid. In addition, the RTSD received project and crossing updates.

B. Public Building Commission (PBC) – Amundson

Amundson said they approved the amended budget which added \$650,000 for the Justice and Law Enforcement Center and the Emergency Operations Center (EOC). She said the PBC also reviewed the security plan for the 605 Building.

C. Lincoln Chamber of Commerce Coffee – Wiltgen

Wiltgen said he reported on the Saltillo Road Safety Study, the RTSD levy and the civil protective custody issue involving The Bridge Behavioral Health.

D. Nebraska Association of County Officials (NACO) Workshop – Schorr/Amundson/Wiltgen

Amundson and Wiltgen said sessions focused on a variety of topics including aging programs, emergency management, the opioid crisis, communication strategies, equal employment opportunities, and wind energy.

E. Juvenile Detention Alternative Initiative (JDAI) Collaborative – Amundson

Amundson said they discussed the three-year community plan.

F. Region V Meetings – Wiltgen

Wiltgen said the Region V Services Governing Board renewed the contract for Dave Merrill, Region V Services Executive Director, for an additional year. He also reported that the State has finished setting rates for providers and said Region V has asked that the implementation date be moved up to July 1st so it can better determine the impact. Wiltgen said Merrill thought the Lancaster County Board seemed receptive to considering the county match when he presented his annual report at the May 29, 2018 County Board of Commissioners Meeting. There was general consensus to schedule further discussion of the issue.

Wiltgen said the Region V Systems Governing Board worked on the budget plan for next year. He said the State Division of Behavioral Health will not allow any reallocation of funds this year which left a \$600,000 budget gap for providers. Wiltgen said Region V Systems shifted \$450,000 from other programs to buy fee-for-service units but said there is no funding available for non-fee-for-service units.

- G. Sequential Mapping – Wiltgen
- H. Public Building Commission (PBC) Chair with Mayor – Cancelled
- I. Lancaster County Board Chair/Vice Chair Meeting with Mayor – Brinkman
- J. Infrastructure Task Force Meeting – Amundson/Brinkman
- K. Lincoln/Lancaster County Board of Health – Avery
- L. Lancaster County Mental Health Crisis Center Advisory Board – Avery

MOTION: Amundson moved and Avery seconded to move Items 11G-11L to the June 21, 2018 County Board Staff Meeting agenda. Amundson, Avery and Wiltgen voted yes. Brinkman and Schorr were absent. Motion carried 3-0.

12. SCHEDULE OF BOARD MEMBER MEETINGS

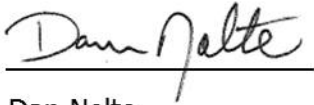
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13. EMERGENCY ITEMS

There were no emergency items.

14. ADJOURNMENT

MOTION: Amundson moved and Avery seconded to adjourn the meeting at 11:21 a.m. Avery, Amundson and Wiltgen voted yes. Brinkman and Schorr were absent. Motion carried 3-0.



Dan Nolte
Lancaster County Clerk



4/23/18
11:00:59

NEBRASKA DEPARTMENT OF AGRICULTURE
Bureau of Plant Industry
P.O. Box 94756, LINCOLN, NE 68509-4756
402 471-2394

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REPORTS AND REQUIREMENTS

County: Lancaster

Year: 2017

	Score	Subtotal	Possible
<hr/>			
INSPECTIONS			
Survey results	500		500
County followup	425		500
		925	1000
<hr/>			
OFFICE EVALUATION		1000	1000
<hr/>			
	Timeliness	Factor	
COUNTY REPORTS			
Roster	100	1.00000	100
Budget	50	1.00000	50
Activity	200	1.00000	200
Infestation	250	1.00000	250
Control plan	400	1.00000	400
		1000	1000
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CONTINUING EDUCATION		400	400
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		3325	3400

2017-2018 CVB Successes

- Continued relationship with United States Olympic Committee (USOC) Governing Bodies including USA Roller Sports, USA Swimming, USA Wrestling, and USA Volleyball through contracted events.
- Derek Bombeck, Sports Sales Development Manager, was elected to the National Association of Sports Commissions (NASC) Board of directors for three years.
- Launched Sports Nebraska, an eleven-member coalition comprised of Convention & Visitors Bureaus and Sports Commissions throughout the state to market and recruit sporting events in Nebraska to regional, national, and international audiences.
- Hosted Professional Outdoor Media Association's (POMA) 2018 Annual Business Conference, bringing over 125 industry outdoor media and partners to Lincoln/Lancaster County.
- Four months in the past fiscal year had record lodging tax receipts – August, October, January, and March.
- 2017 was third best year for booked room nights by the CVB – 2018 is on target to be best year on record.
- Lincoln Tourism Video produced and released with 2-minute, 1-minute, and 30 second versions.
- Released new Meeting and Sports Planner Guides in both print and electronic versions available for download.
- Expansion of itineraries for the Group Tour market which have been distributed to bank clubs and tour operators nationally.
- Completed a five-year contract extension to host Sports Car Club of America (SCCA) SOLO National Championships through 2022, with an option for five additional years through 2027.
- Secured NSAA Boys and Girls Basketball Tournaments for an additional five years (2019-2023).

Major 2017-2018 Events

- Christian Congregation of Jehovah's Witnesses District Convention – June 30-July 2, 2017
- USA Roller Sports Indoor National Championships – July 10-August 7, 2017
- Sports Car Club of America SOLO Nationals – August 31-September 10, 2017
- NSAA State Volleyball – November 9-11, 2017
- NSAA State Football – November 20-21, 2017
- NSAA Girls State Basketball – March 1-3, 2018
- NSAA Boys State Basketball – March 8-10, 2018
- Midwest Open Geocaching Adventure – April 14, 2018
- FIVB Volleyball Nations League – May 15-17, 2018
- I/O Summit – May 29-31, 2018
- Barrel Bash Bonus Race Finals – June 6-10, 2018
- Professional Outdoor Media Association Annual Business Conference – June 12-15, 2018
- Cornhusker Classic Quarter Horse Show - June 15-19, 2018
- Formula SAE Collegiate Design Series Competition – June 20-23, 2018
- Educational Theatre Association Thespian Festival – June 25-30, 2018