

**MID-YEAR BUDGET RETREAT MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
1ST CHOICE CREDIT UNION BOARDROOM
2500 "N" STREET
WEDNESDAY, JANUARY 21, 2004
A.M. SESSION**

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

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Dave Kroeker, Budget and Fiscal Officer
Trish Owen, Chief Deputy County Clerk
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 9:05 a.m.

AGENDA ITEM

- 1 MID-YEAR BUDGET REVIEW** - Dave Kroeker, Budget and Fiscal Officer
 - A. Mid-Year Status of Expenditure Budget

Dave Kroeker, Budget and Fiscal Officer, gave an overview of the following documents:

- Lancaster County FY04 Projected Additional Appropriations, Mid-Year FY04 Budget Review

The Board asked Kroeker to check whether Lancaster County is paying General Assistance (GA) claims for individuals from other counties.

- December 31, 2003, Lancaster County Report of Obligations Versus Budget, Percent of Fiscal Year Remaining 50.00%
- December 31, 2003, Lancaster County Payroll Costs Compared to Budget, Percent of Days Remaining - 49.62%
- Lancaster County Comparison of Obligations First Six Months of FY04 Compared to FY03
- Lancaster County Comparison of Payroll Obligations First Six Months of FY04 Compared to FY03

- LTS (StarTran) Passports & Other Employee Benefits as of December 31, 2003, Comparison to Budget and History
- Overtime by County Agency as of December 31, 2003, Comparison to Budget
- Lancaster County Comparison of Overtime, Six Months of FY03 Compared to FY02
- Lancaster County Board Contracts, Juvenile Court, FY86 to FY03 Actual Net Cost, FY03 Projected Based on Bills Paid - July Through December
- Juvenile Court Boarding Contracts
- General Assistance (GA) Client Services Budget

B. Mid-Year Status of Revenue Budget

Kroeker gave an overview of the following documents:

- December 31, 2003, Report of Revenues Estimated and Actual, Percent of Year Remaining = 50.00%
- As of December 31, 2003, Comparison of Actual Revenues First Six Months of FY04 Compared to FY03
- Lancaster County, Inheritance Tax Collections
- Lancaster County Register of Deeds Fees
- Lancaster County FY04, YTD Receipts & Disbursements
- Lancaster County FY03, YTD Receipts & Disbursements
- Lancaster County FY02, YTD Receipts & Disbursements
- Interest Income Comparison, Lancaster County

C. Other Issues

Kroeker gave an overview of the following documents:

- Lancaster County, Building Fund Budget
- Lancaster County, Keno Collections
- Keno Fund, FY04 Budget

Kroeker said Jim Walkenhorst, Information Services (IS) Systems Project Manager, has concerns regarding an information system for the Community Mental Health Center (CMHC), particularly in terms of implementation. Kroeker said he would like to see IS submit a bid to build the system.

Gwen Thorpe, Deputy Chief Administrative Officer, recommended that the Board seek input from Dean Settle, CMHC Director, regarding implementation and Commission for Accreditation of Rehabilitation Facilities (CARF) ramifications.

- Lancaster County, Summary Analysis of Requested Budget, Data Processing
- Microcomputer Purchases from Microcomputer Fund
- Indigent Legal Costs, Lancaster County
- Lancaster County, Year End Fund Balances from Budgets
- Budget for Debt Service
- Lancaster County Leases with Nebraska Association of County Officials (NACO)

D. Five-Year Forecast

Kroeker gave an overview of Lancaster County, No Increase in Staffing Over FY03 Budget, Five Year Budget Forecast - Property Tax Funds Only.

E. Letters from Agencies

Item was not covered in the morning session.

F. Departmental Budget Hearing Schedule for Fiscal Year 2004-05

Item was not covered in the morning session.

2 EVALUATIONS AND SALARIES FOR DIRECTORS - Don Taute,
Personnel Director

Discussion took place with Don Taute, Personnel Director, regarding evaluation of directors and salaries for directors and assistant directors. Taute was asked to provide comparables to assist the Board in setting the salaries.

Kerry Eagan, Chief Administrative Officer, said he will update the job descriptions.

Schorr asked that, in the future, that all salary discussion be scheduled as close to the same time as possible.

Taute asked whether the Board would be interested in participating with the City and State in a Request for Information (RFI) for health insurance.

Board members indicated that they are receptive to the idea.

The Chair recessed the meeting at 12:15 p.m.

Bruce Medcalf, Lancaster County Clerk

NOTE: Documents discussed in the meeting are on file in the County Clerk's Office.