

**MINUTES  
DEPARTMENTAL BUDGET HEARINGS  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING  
ROOM 113  
TUESDAY, JUNE 1, 2004  
8:30 A.M.**

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 & Fiscal Officer  
Trish Owen, Chief Deputy County Clerk  
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 8:37 a.m.

**COUNTY TREASURER (603)**

Present were R.J. Nuernberger, County Treasurer; and Terry Adams, Deputy County Treasurer.

Nuernberger gave an overview of the budget, noting a significant increase in rent and an upgrade of an Account Clerk I position to Accountant.

The Board requested: 1) A projection of cost savings if more employees opted to have direct deposit of paychecks; and 2) The status of the Village of Hallam's bond payment.

**FAMILIES FIRST FOREMOST (F<sup>3</sup>) (060)**

Present were Sheryl Schrepf, F<sup>3</sup> Director; and Jessica Pendleton, Director of Finance.

Sheryl Schrepf, F<sup>3</sup> Director, gave an overview of the budget, noting the following:

- The State has asked F<sup>3</sup> to enter into a one year contract, with a termination clause, for Office of Juvenile Services (OJS) evaluations since Medicaid is not prepared to assume the function at this time. Revenue will offset costs.

- Project management is shifting from grant activities to Integrated Care Coordination Unit (ICCU) activities.
- Nyla Helge, System of Care and ICCU Director, has resigned her position. She will not be replaced, but a resource development position will be created, at a lower salary.

In response to a question from Heier, Jessica Pendleton, Director of Finance, said Object Codes 3404 (Memberships & Dues) and 3406 (Enrollment Fees) relate to the Substance Abuse and Mental Health Services Administration (SAMHSA) Grant.

Schrepf requested reconsideration of the rent increase, pointing out that F<sup>3</sup> paid for \$50,000 in improvements to Trabert Hall.

Dave Kroeker, Budget & Fiscal Officer, addressed indirect costs and said there may be an adjustment of the County Attorney's costs (\$140,348.86). He said \$133,000 was built into the budget.

Pendleton said \$850,000 of the \$2 million reserve is related to the ICCU contract and the remainder is carryover for the seventh year extension of the federal grant.

Schrepf said she is working a proposal to the State on how to use cost savings from the ICCU and a Medicaid "carve-out".

Schorr requested clarification of an item with Object Code 3076 (Other Contracted Services) on Page 18.

Schrepf said the contracting agency had not been determined at the time the budget was prepared. Lighthouse has agreed to serve in this capacity.

### **WEED CONTROL (064)**

Present was Russ Shultz, Weed Control Authority Superintendent.

Russ Shultz, Weed Control Authority Superintendent, gave an overview of the budget.

Brief discussion took place regarding cemetery maintenance with a request for a map identifying rural cemeteries and those that Weed Control maintains.

The Board also asked Shultz to document calls for service within the City and to provide Kroeker with a list of unpaid special assessments for weed abatement.

## **COUNTY CLERK (602)**

Present were Bruce Medcalf, County Clerk; Trish Owen, Chief Deputy County Clerk; and Tim Genuchi, Accounting Operations Manager for the County Clerk's Office.

Tim Genuchi, Accounting Operations Manager for the County Clerk's Office, gave an overview of the budget, noting a decrease in data processing costs due to implementation of the new payroll system.

Brief discussion took place regarding indirect costs, including the number of transactions related to the Families First & Foremost (F<sup>3</sup>) Grant Program (Exhibit A).

## **DISTRICT COURT CLERK (621,751)**

Present were Sue Kirkland, Clerk of the District Court; and Simon Rezac, Administrative Aide II.

Sue Kirkland, Clerk of the District Court, gave an overview of the budget. She said she had asked to attend two national conferences this year and would like to delete one from the budget request. This will reduce the budget in following areas: 1) Reduce Object Code 3201 (Meals) by \$220; 2) Reduce Object Code 3202 (Lodging) by \$592; 3) Reduce Object Code 3203 (Fares) by \$420; and 4) Reduce Object Code 3406 (Enrollment Fees & Tuition) by \$400. A total reduction of \$1,632. Kirkland also noted an error in the budgeted amount for Object Code 1055 (Overtime) and said it should be reduced to \$2,000.

Kirkland said she would like to pay Nebraska Bar Association and Lincoln Bar Association dues (\$300 and \$50 respectively) for Linda Sanchez-Masi, Chief Deputy Clerk of the District Court, and for her attendance at Bar Association workshops (\$100) (see Page 8).

Kroeker explained that the County has not paid dues unless membership is a requirement of the position.

Kirkland said it is not, but said she believes it is beneficial to have Sanchez-Masi active in the bar association.

Hudkins said one solution might be to adjust Sanchez-Masi's salary to cover the cost.

Board consensus was to eliminate bar association dues for Sanchez-Masi from the budget and to round Object Code 3406 to \$1,000 to cover the increased cost of Sanchez-Masi's attendance as a non-member at Bar Association workshops.

Simon Rezac, Administrative Aide II, gave an overview of the Mental Health Board Budget (Agency 751), noting \$25,000 is budgeted for Object Code 3057 (Consulting Services).

Kroeker said \$12,070 has been spent in this category, as of April 30, 2004.

### **ADDITIONS TO THE AGENDA**

**MOTION:** Heier moved and Schorr seconded to add special reports from Norm Agena, County Assessor/Register of Deeds, and Doug Ahlberg, Emergency Management Director, to the agenda. Heier, Hudkins, Schorr, Workman and Stevens voted aye. Motion carried.

Norm Agena, County Assessor/Register of Deeds, appeared and said the Governor does not plan to call a Special Session to address valuations in relation to catastrophic damage caused by the May 22, 2004 storm and tornado.

Doug Ahlberg, Emergency Management Director, appeared and reported that the Highway Patrol, Nebraska Emergency Management Agency (NEMA) and National Guard are pulling out of Hallam, Nebraska. He also reported on volunteer efforts and said the Command Post will be left in place as long as needed.

**MOTION:** Heier moved and Hudkins seconded to consider, as part of Emergency Management's budget request, the purchase of a new, or good condition used, motor home for use in emergencies.

Eagan cautioned against taking action on an item that was added to the agenda.

Heier said his motion stands.

Schorr suggested that Heier make an informal recommendation to Ahlberg.

Hudkins said he believes there is a need for an expanded line in the budget for a deputy director.

Ahlberg said a larger emergency operations center, mobile command post (fifth wheel trailer) and capital outlay items are higher priorities.

**AMENDMENT:** Heier moved and Hudkins seconded to amend the motion to: 1) Indicate a fifth wheel trailer, rather than a motor home; and 2) Direct Emergency Management to prepare a revised budget to reflect the prioritized items.

Stevens spoke against the motion and said there will be an opportunity to review Emergency Management's budget before the County and City adopt their budgets. He added that he is not in favor of "generic" additions to the budget and would want to know the cost impact.

Kroeker noted that Emergency Management's budget will be presented to the City-County Common on June 7, 2004.

No action was taken on the amendment.

**AMENDMENT:** Hudkins moved and Workman seconded to amend the motion to direct Doug Ahlberg, Emergency Management Director, to bring forth a revised budget reflecting his priorities in light of recent activities, and to do so in a manner so that highlights can be presented to the City-County Common at the June 7, 2004 meeting.

Ahlberg said he can have the figures ready by June 3, 2004.

Heier called the question.

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

**ROLL CALL ON THE MOTION AS AMENDED:** Heier, Hudkins and Workman voted aye. Schorr and Stevens voted no. Motion carried.

### **HUMAN SERVICES (837)**

Present was Kit Boesch, Human Services Administrator.

Kit Boesch, Human Services Administrator, presented 2004-05 Budget Request - Human Services Administration (Exhibit B), noting increases in salary, benefits and other contractual services to reflect the addition of Corey Steele, Juvenile Detention Expediter. She said Steele attends one conference each year which is reflected in Object Codes 3201 (Meals), 3202 (Lodging) and 3203 (Fares). **NOTE:** The County has asked the City to share costs associated with the Juvenile Detention Expediter position.

Boesch also gave an overview of Special Project Requests (see Exhibit B).

## **COUNTY ASSESSOR (605)**

Kroeker said he has not received revised figures from the County Assessor's Office regarding Temporary Services (3091), Lodging (3202), Enrollment Fees & Tuition (3406) and Licensing (3407).

## **OTHER BUSINESS**

Heier suggested that the Board look into long-term disability insurance costs.

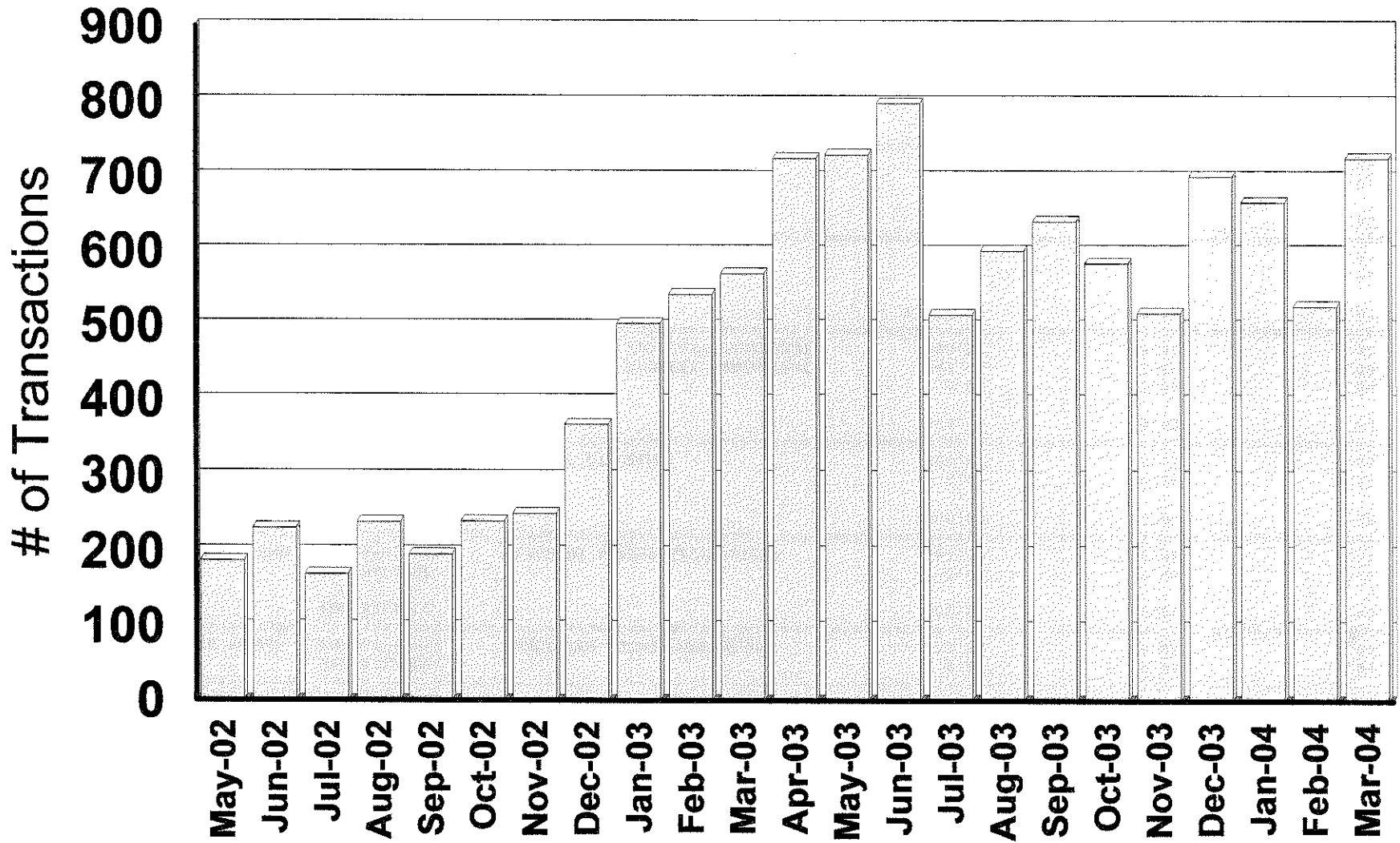
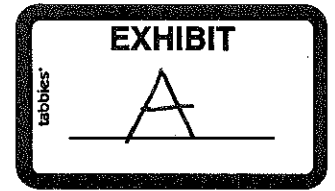
## **ADJOURNMENT**

**MOTION:** Workman moved and Hudkins seconded to adjourn the meeting at 11:40 a.m. Workman, Stevens, Schorr, Heier and Hudkins voted aye. Motion carried.

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Bruce Medcalf  
Lancaster County Clerk

# FAMILIES FIRST NUMBER OF TRANSACTIONS



\*\*\* LANCASTER \*\*\*  
 TRANSACTION DETAIL BY ACTIVITY  
 FOR BUDGET FISCAL YEAR: 03  
 THROUGH 07/31/02

FUND: 066 COUNTY PROP  
 AGENCY: 649 PROPERTY MGM  
 ACTIVITY: 2002 2002  
 ORGANIZATION: 0136 TRABERT HALL  
 ORG MGR: KILLEEN

OBJECT CODE	SUB- OBJT CODE	DESCRIPTION	TRANSACTION ID	VENDOR NAME	MONTH EXPENDED	OUTSTANDING ENCUMBERED	OUTSTANDING PRE-ENCUMBERED
2151		MTR FUELS	BEG BALANCE PV 649-19257	LANCASTER COUNTY ENGINEER	0.00	0.00	0.00
					42.35	0.00	0.00
2151			END BALANCE		42.35	0.00	0.00
3051		ARCH & ENG	BEG BALANCE PV 649-19264	FLANDERS & ASSOCIATES/STEVE	0.00	0.00	0.00
					663.00	0.00	0.00
3051			END BALANCE		663.00	0.00	0.00
3053		D.P. SERV	BEG BALANCE PV 649-19369	CITY OF LINCOLN	0.00	0.00	0.00
					360.01	0.00	0.00
3053			END BALANCE		360.01	0.00	0.00
3061		BDG MAIN SER	BEG BALANCE PV 649-8075	COUNTY/CITY PROPERTY MANAGEMNT	0.00	0.00	0.00
3061		BDG MAIN SER	PV 649-8081	COUNTY/CITY PROPERTY MANAGEMNT	749.45	0.00	0.00
					948.33	0.00	0.00
3061			END BALANCE		1,697.78	0.00	0.00
3252		TELE LOCAL	BEG BALANCE PV 649-19295	ALLTEL	0.00	0.00	0.00
					96.54	0.00	0.00
3252			END BALANCE		96.54	0.00	0.00
3501		ELECTRICITY	BEG BALANCE PV 649-19171	LINCOLN ELECTRIC SYSTEM	0.00	0.00	0.00
					1,529.39	0.00	0.00
3501			END BALANCE		1,529.39	0.00	0.00
3503		WTR & SEWER	BEG BALANCE PV 649-19176	LINCOLN WATER SYSTEM	0.00	0.00	0.00
					216.62	0.00	0.00
3503			END BALANCE		216.62	0.00	0.00
3558		A/C EQP R&M	BEG BALANCE PV 649-19345	NATKIN SERVICE COMPANY	0.00	0.00	0.00
					705.72	0.00	0.00
3558			END BALANCE		705.72	0.00	0.00
TOTAL		TRABERT HALL			5,311.41	0.00	0.00



## 2004-05 Budget Request – Human Services Administration

Codes	Budget Category	2003-04	Request 2004-05	Comments
1051+	<b>Salaries/Benefits</b>			
	Administrator	\$ 63,211	\$ 64,860	As recommended PBD
1053	Grants Administrator	42,792	44,111	As Recommended PBD
	Clerk Typist III	26,385	28,080	As recommended
	Juvenile Expediter*	37,882	43,865	Moved position over
	Sub Total	170,270	180,916	
1101-1109	Benefits (31.7%)	53,058	54,412	As recommended
	<b>Total Salaries</b>	<b>\$ 223,328</b>	<b>\$ 235,328</b>	<b>+12,000</b>
	<b>Operations</b>			
2051	Supplies	\$ 1,500	\$ 1,750	+ Expediter
3053	Data Processing*	2,350	1,973	As recommended
3076	Other Contractual Services	15,000	15,000	Anne Hobbs
		2,000*	3,000	Cellular Monitors
3201	Meals	100	200	
3202	Lodging	350	700	From 1 to 2
3203	Fares	350	700	Conferences
3204	Mileage	0	1,200	Expediter
3208	Other Transportation Travel	200	400	
3251	Postage	1,500	1,500	
3252	Telephone – Local	500	1,900	Add A. Hobbs and C. Marsh
3253	Telephone – Long Distance	50	25	<25>
3301	Printing	1,500	1,500	
3302	Photocopying	1,500	1,500	
3404	Books/dues	550	570	
3405	Subscriptions	250	200	<50>
3406	Enrollment and Tuition	250	250	
3604	Building Use	8,065	8,145	
	Sub Total Operations	\$ 36,015	\$ 40,513	+\$4,498
	<b>Total Budget</b>	<b>\$259,343</b>	<b>\$ 275,841</b>	<b>+\$16,498</b>

50/50 City = \$137,920; County = \$137,921 for 2004-05

\*Mid Year Budget Revisions Included

PBD = Pending Board Decision

Human Services 2004/2005

County 2003/04	County 2004/05
Human Services 102,847 (50%)	Human Services \$137,921 (50%)
Expediter/Monitors 57,041	<\$24,317>
DP Costs 2,350	
Total..... \$162,238	

Special Project Requests:

	City of Lincoln	County
1. 211 Central Information Number As part of a community funding coalition Foundations, UW, City and County join to Develop a central number for our community.	\$5000	\$5000
2. Low Income Transportation City Project, formerly under Star Tran, where Bus passes, etc. are sold at special rate to non- Profits for their clients to use.	\$55,000	-
3. Harvest Project Transitional funds for one year in order to seek Sustain ability. Project with CMHC, LAAA, and Centerpointe working with elderly who have both Mental health and substance abuse issues.	\$12,500	\$12,500
4. Compassion Grant Match Federal grant submitted by Urban Development Which would provide capacity building and Technical assistance to smaller non-profits.	\$5,000	\$5,000
5. Hotel/Motel Program (thru Friendship Home) This is an emergency shelter/feeding program that Works with families of Domestic Violence, fire, etc. Who need emergency shelter short term.		\$3,500
Total	\$77,500	\$26,000

	City	County
Human Services	\$137,920	\$137,921
Special Projects	77,500	26,000
TOTAL	\$215,420	\$163,921