

**MINUTES  
DEPARTMENTAL BUDGET HEARINGS  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING  
ROOM 212  
THURSDAY, JUNE 3, 2004  
12:30 P.M.**

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

Others Present: Kerry Eagan, Chief Administrative Officer  
Dave Kroeker, Budget & Fiscal Officer  
Trish Owen, Chief Deputy County Clerk  
Melissa Koci, County Clerk's Office

The meeting was called to order at 12:47 p.m.

**County Sheriff (651)**

Present were Terry Wagner, County Sheriff, and Bill Jarrett, Deputy County Sheriff.

Wagner distributed documentation regarding his budget (Exhibit A) and indicated his budget shows an increase of roughly 5%.

Jarrett distributed documentation regarding the needs for FY05 Budget (Exhibit B) and said the money that was left over in the FY04 Vehicle line was put in the agency 628 sheriff's equipment fund to go to the Command Center, which the Board originally approved.

**Visitors Promotion (019)**

Present were Wendy Birdsall, Jeff Mullen and a few members of the Visitors Promotion Staff.

Birdsall distributed a *Memorandum on the Progress Report and Direction for the Lincoln/Lancaster County Convention and Visitors Bureau* (Exhibit C).

Birdsall handed out two documents regarding the VPC's Proposed Budget for 2004-2005 (Exhibits D, E & F) and indicated they are projecting a 1% increase in the Room Tax. Web Page Advertising is a new line item revenue source and Calendar of Events is a new line item, however they anticipate breaking even from sales. Birdsall said the Administrative Fee has been taken out of the budget for FY04-05 and the money is back in the salaries category where it should go. She said Event Promotion has to do with any event that comes to town and that line item usually increases every year.

Overall, the VPC is hoping to have a fund balance of \$7,600 for FY04-05 along with the left over balance they had from last year of \$49,371.

Schorr indicated Birdsall should get together with Glyn Lacy, who is a big part of the Restaurant Industry.

Stevens indicated Linnie Green was appointed to the Visitors Promotion Committee which will be on next Tuesday's County Board agenda.

Kroeker said last year \$7,500 was budgeted for contingency and \$939,000 was budget for the Convention and Visitors Bureau. He said \$498 was paid to the State Department of Education Leadership Conference and \$250 to the Mayor's Committee for International Friendship. He questioned if Lancaster County would have any event promotion costs in FY05 or if the VPC will be covering the costs.

Hudkins asked Birdsall about the collections and why they were so low this year.

Birdsall said there were two major events that didn't happen this year, one was a very big track and gymnastics event at the University and the other was an International Barbershop Quartet that did not happen.

Hudkins asked Birdsall to check on the Room Tax and whether or not it is being paid when the University of Nebraska dormitories are used over the summer.

### **Veterans Services (803)/General Assistance (801)**

Present was Gary Chalupa, Veteran's Service Officer.

Chalupa said he wasn't quite sure how much to budget this year since his office will soon be taking over the General Assistance responsibilities. He indicated he doubled the operating expenses in the Veteran's budget since they are doubling their staff.

Kroeker said Veterans Aid Fund (026), used to have over a \$100,000 budget and now it only has a \$15,000 budget.

With regard to General Assistance (801), Kroeker said the Social Services Contracts have decreased by \$103,300, which was paid to the State for G.A. Administration and offsets the \$177,000 increase. There is \$25,000 left over in the budget that is for the Quarter June 30<sup>th</sup> that will get paid to the State. Kroeker said he has not received the figures from the Lincoln/Lancaster County Health Department regarding the Primary Care Contract.

### **Lancaster Manor (061)**

Present was Larry Van Hunnik, Lancaster Manor Director.

Van Hunnik distributed and summarized the following documentation: *2003-04 Fund Balance - Cash Basis, Letter from Seim, Johnson, Sestak & Quist, LLP* and *2003-04 Plan to Fund Medicaid Shortfall and Suggested Plan for 2004-05 Budget Year* (Exhibit I).

Van Hunnik outlined the rest of Exhibit G and his budget, noting no major changes to his budget. Van Hunnik said the current Medicaid plan shows a 2% increase from July 1, 2004 to June 30, 2005.

Hudkins asked about the reduction of \$11 a day for nursing costs and if it could be done.

Van Hunnik said it has already been done, otherwise, Lancaster Manor would be looking at having to make a \$1,000,000 reduction.

Kroeker asked Van Hunnik if they are anticipating receiving the intergovernmental transfer payment this year.

Van Hunnik said he hopes the County Board will allow the Manor to make a principal payment of \$485,000 from the bond reserve. Van Hunnik also requested the Board not remove any actual dollars from Lancaster Manor for the next fiscal year for the Administrative Overhead Expense and that the Board consider reserve/contingency funds for Lancaster Manor in the event there should be unanticipated shortfalls.

Heier asked if Lancaster Manor's staffs Memberships and Dues had to be paid by the County.

Van Hunnik indicated they are needed because they are the ones that fight to get the reimbursements.

### **County Engineer (703)/Geographical Information System (615)**

Present were Don Thomas, County Engineer, Larry Worrell, Chief Deputy County Surveyor and Jim Langtry, GIS Manager.

Thomas distributed a Budget Worksheet for Fiscal Year 2005 (Exhibit H) and indicated his budget has increased \$177,000. He said \$157,000 is for personnel services of which \$60,000 is to pay off 3 employees who are retiring. Thomas said he budgeted \$2,500 for temporary staff to microfilm survey records.

Hudkins asked about Line 2051 and the increase of 16%.

Thomas said the paper, equipment and toner costs to run the printer plotter have increased since last year.

Jim Langtry reported on the Geographical Information System (615) and distributed documentation regarding its budget. He indicated the major change in his budget is in Line 3553, which was increased \$10,000 because of the GIS projects that are going on.

### **Information Services (610)**

Present was Doug Thomas, Information Services Manager.

Thomas distributed documentation regarding the highlights of their FY04/05 budget (Exhibit J) and outlined each of them. Thomas indicated his budget for the next year has increased approximately 3.6% over last year's budget. He said the Major Capital Outlay Projects and their totals are: Replace 9 year old mug shot system, \$160,000; HUB Equipment expansion, \$25,000; Fiber North 27<sup>th</sup> Loop, \$50,000 w/ITS; Fiber West Loop, \$50,000 w/LES and Backbone HUB expansion w/Health and Fire Department, \$20,000.

The Board asked Thomas to look into connecting Lancaster Manor into that loop so they may be able to use computers or E-mail at some point.

Schorr asked about Line 390.

Kroeker said Advantage Financial replaces the old financial system and once the new one is up and running, the amount will drop off. He said the second line is what is paid to Information Services for running the system on the mainframe.

Kroeker asked about the County Attorney/Public Defender's Case Management System and what needs to be done with those funds. He wondered if he should encumber the \$103,000 or budget \$97,000 for the year.

Thomas said with the two combined, it should get him through the request for the year.

### **Agricultural Society (045)**

Present were Wayne Venter, Agricultural Society President, Ron Snover, President of Agricultural Society Board, and Wayne Heyen, Agricultural Society Treasurer.

An overview of the *Lancaster County Agricultural Society's General Fund Budget for Fiscal Year Ended November 30, 2005* (Exhibit K) was given by Venter.

Venter said some of the big changes this year were in entertainment where \$25,000 was put in last year and only \$6,000 was budgeted this year.

Venter indicated the Transfers out of the Event Center for 2003/2004 were \$25,600 and for FY04/05 they have projected \$32,200.

Venter briefly went over the *Event Center's General Fund Budget for Fiscal Year Ended November 30, 2005*.

Workman asked the Agricultural Society if they were creating any positive cash flow.

Snover said they were.

Heyen said the Joint Public Agencies budget is \$650,000 to operate and the County Fair's Budget is \$172,000.

There was a brief discussion between the County Board and the Event Center with regard to the monies needed by the Event Center for 2004/2005.

Venter noted the Agricultural Society is making money, but it also takes time and money to make it run and turn a profit.

### **Library (020)**

Present were Carol O'Connor, Library Director; John Dale, Assistant Director; Barbara Hansen, Administrative Aide; and Paul Jones, Accountant.

O'Connor outlined the Libraries budget (Exhibit L) and said it is a 2.5% increase over last year's budget. The amount requested represents 9.87% of projected property tax funding for the Library Operation Fiscal Year 2004-2005 budget, which was based on the 2000 census population figure of 24,710 for Lancaster County, excluding Lincoln residents. She said there were no additional changes to the budget.

O'Connor also distributed Informational Pamphlets on the Lincoln City Libraries (Exhibit M).

### **Juvenile Court (623)**

Present were Juvenile Court Judges Tom Dawson, Toni Thorson and Linda Porter.

Judge Dawson indicated their total budget reflects a 3.3% increase and they aren't requesting anything out of the norm for FY04/05.

## **Other Business:**

Kroeker noted a public hearing needs to be set for the Property Management Fund and wondered if June 15<sup>th</sup> would work for all Board members.

Kroeker also said \$445,000 is built into the budget for Developmental Disabilities and he spoke with Dave Merrill who uses it to run Region V. Kroeker said the laws have changed and Lancaster County is not required to fund Developmental Disabilities and the Board agreed they should get a legal opinion from the County Attorney.

## **Corrections (671)**

Present were Mike Thurber, Corrections Director, and Liz Thanel, Business Manager for Corrections Department.

Thurber gave an overview of **Lancaster County Corrections Summary Analysis of Requested Budget** (Exhibit N).

Thurber said this year they have budgeted the hiring of the architect for the pre-planning architectural design of the Adult Detention Center, which amounts to a \$116,000 increase. He also said he would like to get a new check writing system which he budgeted \$24,750 for.

Thurber noted capital outlay is a reduction from last year, but they will be needing a van replaced at the Airpark facility, which has around 170,000 miles on it. He also would like to add another restraint chair, which was added in the capital outlay category. The total increase in his budget for FY04-05 is 8.61%.

Thurber said they charge \$7 a day for work release inmates to stay at the Airpark facility and Statute indicates he can charge for meals and laundry.

Hudkins asked when the last time the \$7 a day was looked at and if they shouldn't be looking at increasing it to \$10.

Thurber suggested getting rid of the \$60 a day credit on fines, stating the County would save more money by going to the Legislature to eliminate it. He believes they need to raise the prices of sitting out in jail because too many people are taking advantage of it.

**ADJOURNMENT:** Heier moved and Hudkins seconded to adjourn the Budget Hearings at 5:19 p.m. Workman, Heier, Hudkins, Schorr and Stevens voted aye. Motion carried.

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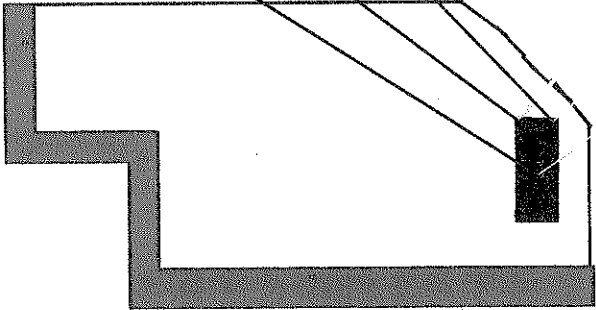
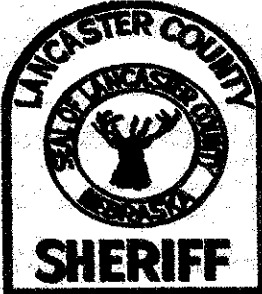
Bruce Medcalf  
Lancaster County Clerk

EXHIBIT  
A

# LANCASTER COUNTY

## SHERIFF

Budget Request 2004/2005



*-serving since*

1861

**LANCASTER COUNTY SHERIFF'S OFFICE  
REQUESTED EXPENSE BUDGET FOR FISCAL YEAR 2004/05**

ACCOUNT NAME	OBJECT CODE	2003/2004 BUDGET	ESTIMATED EXPENDITURES	CHANGE, BUDGET TO ACTUAL	% CHANGE BUDGET TO ACTUAL	04-05 BUDGET REQUEST	DIFFERENCE 03-04 TO 04-05	% CHANGE 03-04 TO 04-05
<b>PERSONNEL SERVICES</b>								
Official's	1051	\$83,000	\$84,250	(\$1,250)	1.51%	\$88,062	\$3,062	3.69%
Deputy's salary	1052	\$77,544	\$80,500	(\$2,956)	3.81%	\$81,062	\$3,518	4.54%
Regular Salaries	1053	\$4,053,452	\$4,195,000	(\$141,548)	3.49%	\$4,183,476	\$130,024	3.21%
Overtime	1055	\$150,000	\$150,000	\$0	0.00%	\$155,000	\$5,000	3.33%
FICA contribution	1101	\$333,577	\$333,577	\$0	0.00%	\$344,404	\$10,827	3.25%
Retirement contrib.	1102	\$331,158	\$331,158	\$0	0.00%	\$341,390	\$10,232	3.09%
Group insurance	1103	\$628,348	\$652,465	(\$26,117)	4.17%	\$732,210	\$105,862	16.90%
Worker's Comp.	1105	\$84,000	\$84,000	\$0	0.00%	\$65,332	(\$18,668)	-22.22%
Other employee benefit	1106	\$720	\$720	\$0	0.00%	\$720	\$0	0.00%
Group dental ins.	1107	\$38,566	\$38,566	\$0	0.00%	\$38,566	\$0	0.00%
L.T. Disability ins.	1108	\$4,637	\$12,950	(\$8,313)	179.28%	\$16,953	\$12,316	265.60%
P.E.H.P.	1109	\$62,400	\$62,400	\$0	0.00%	\$67,080	\$4,680	7.50%
<b>PERSONNEL TOTAL</b>		<b>\$5,845,402</b>	<b>\$6,025,586</b>	<b>(\$180,184)</b>	<b>3.08%</b>	<b>\$6,112,255</b>	<b>\$266,853</b>	<b>4.57%</b>

<b>SUPPLIES</b>								
Office supplies	2051	\$6,250	\$6,250	\$0	0.00%	\$6,250	\$0	0.00%
Duplicating supply	2052	\$500	\$500	\$0	0.00%	\$500	\$0	0.00%
D.P. supplies	2053	\$3,000	\$5,500	(\$2,500)	83.33%	\$5,500	\$2,500	83.33%
Ammunition/target	2101	\$9,500	\$9,500	\$0	0.00%	\$9,750	\$250	2.63%
Medical supplies	2102	\$1,600	\$1,600	\$0	0.00%	\$1,600	\$0	0.00%
Ed/Train. materials	2103	\$2,600	\$2,600	\$0	0.00%	\$2,600	\$0	0.00%
Uniforms	2104	\$24,000	\$24,000	\$0	0.00%	\$26,500	\$2,500	10.42%
Janitorial Supplies	2105	\$125	\$125	\$0	0.00%	\$130	\$5	4.00%
Other Oper. supplies	2112	\$25,000	\$25,000	\$0	0.00%	\$26,500	\$1,500	6.00%
Motor fuels	2151	\$100,000	\$100,000	\$0	0.00%	\$110,000	\$10,000	10.00%
<b>SUPPLIES TOTAL</b>		<b>\$172,575</b>	<b>\$175,075</b>	<b>(\$2,500)</b>	<b>1.45%</b>	<b>\$189,330</b>	<b>\$16,755</b>	<b>9.71%</b>

<b>OTHER SERVICES</b>								
D.P. Service	3053	\$60,000	\$65,500	(\$5,500)	9.17%	\$72,000	\$12,000	20.00%
Medical service	3058	\$5,500	\$5,500	\$0	0.00%	\$5,750	\$250	4.55%
Build. Maint. Service	3081	\$100	\$100	\$0	0.00%	\$110	\$10	10.00%
Eq. maint. agreements	3082	\$500	\$500	\$0	0.00%	\$500	\$0	0.00%
Dry cleaning	3073	\$14,250	\$14,250	\$0	0.00%	\$14,500	\$250	1.75%
Oth. contract serv.	3076	\$106,000	\$106,000	\$0	0.00%	\$128,260	\$22,260	21.00%
Computer Software	3078	\$1,000	\$1,000	\$0	0.00%	\$1,100	\$100	10.00%
Meals	3201	\$5,500	\$5,500	\$0	0.00%	\$6,500	\$1,000	18.18%
Lodging	3202	\$12,500	\$12,000	\$500	-4.00%	\$14,000	\$1,500	12.00%
Fares	3203	\$28,000	\$32,000	(\$4,000)	14.29%	\$35,000	\$7,000	25.00%
Parking	3205	\$300	\$400	(\$100)	33.33%	\$500	\$200	66.67%
Vehicle rental	3206	\$2,500	\$2,500	\$0	0.00%	\$3,000	\$500	20.00%
Freight and express	3207	\$2,300	\$2,300	\$0	0.00%	\$2,450	\$150	6.52%
Other travel	3208	\$1,700	\$1,700	\$0	0.00%	\$1,850	\$150	8.82%
Postage	3251	\$5,500	\$5,750	(\$250)	4.55%	\$5,700	\$200	3.64%
Telephone local	3252	\$29,050	\$29,050	\$0	0.00%	\$31,050	\$2,000	6.88%
Telephone long dis.	3253	\$2,600	\$2,600	\$0	0.00%	\$2,600	\$0	0.00%



ACCOUNT NAME	OBJECT CODE	2003/2004 BUDGET	ESTIMATED EXPENDITURES	CHANGE, BUDGET TO ACTUAL	% CHANGE BUDGET TO ACTUAL	04-05 BUDGET REQUEST	DIFFERENCE 03-04 TO 04-05	% CHANGE 03-04 TO 04-05
Printing	3301	\$8,750	\$8,500	\$250	-2.86%	\$8,900	\$150	1.71%
Photocopy	3302	\$6,500	\$6,500	\$0	0.00%	\$6,500	\$0	0.00%
Advertising	3304	\$4,550	\$4,550	\$0	0.00%	\$4,600	\$50	1.10%
Film processing	3305	\$2,600	\$2,600	\$0	0.00%	\$1,500	(\$1,100)	-42.31%
Court costs	3403	\$25,000	\$25,000	\$0	0.00%	\$25,000	\$0	0.00%
Memb. Dues	3404	\$1,560	\$1,260	\$300	-19.23%	\$1,465	(\$95)	-6.09%
Books/subscriptions	3405	\$2,490	\$2,490	\$0	0.00%	\$2,565	\$75	3.01%
Enrollment/tuition	3406	\$5,250	\$5,250	\$0	0.00%	\$5,500	\$250	4.76%
Oth. misc. fees	3412	\$13,000	\$13,000	\$0	0.00%	\$13,250	\$250	1.92%
Property insurance	3451	\$2,800	\$2,800	\$0	0.00%	\$2,000	(\$800)	-28.57%
Liability insurance	3452	\$16,050	\$18,050	\$0	0.00%	\$15,705	(\$345)	-2.15%
Vehicle insurance	3453	\$29,800	\$29,800	\$0	0.00%	\$32,700	\$2,900	9.73%
Other insurance	3454	\$1,400	\$1,400	\$0	0.00%	\$1,400	\$0	0.00%
Employee Bonds	3456	\$115	\$115	\$0	0.00%	\$115	\$0	0.00%
Electricity	3501	\$1,200	\$1,200	\$0	0.00%	\$1,200	\$0	0.00%
Gas	3502	\$0	\$0	\$0	0.00%	\$0	\$0	0.00%
Water	3503	\$0	\$0	\$0	0.00%	\$0	\$0	0.00%
Motor Vehicle R&M	3551	\$93,500	\$93,500	\$0	0.00%	\$98,500	\$5,000	5.35%
Office eq. R&M	3553	\$300	\$300	\$0	0.00%	\$300	\$0	0.00%
Communications R&M	3564	\$55,100	\$55,100	\$0	0.00%	\$58,600	\$3,500	6.35%
Other Eq. R&M	3566	\$2,100	\$2,100	\$0	0.00%	\$2,100	\$0	0.00%
Rent Buildings	3604	\$244,879	\$244,879	\$0	0.00%	\$247,195	\$2,316	0.95%
Other rentals	3608	\$675	\$675	\$0	0.00%	\$700	\$25	3.70%
<b>SERVICES TOTAL</b>		<b>\$794,919</b>	<b>\$803,719</b>	<b>(\$8,800)</b>	<b>1.11%</b>	<b>\$854,665</b>	<b>\$59,746</b>	<b>7.52%</b>

**CAPITAL OUTLAY**

Vehicles	4201	\$204,900	\$204,900	\$0	0.00%	\$215,000	\$10,100	4.93%
Office Equipment	4202	\$4,600	\$4,600	\$0	0.00%	\$4,600	\$0	0.00%
Comm Equip	4212	\$2,250	\$2,250	\$0	0.00%	\$2,250	\$0	0.00%
Other equipment	4217	\$21,630	\$21,630	\$0	0.00%	\$21,500	(\$130)	-0.60%
<b>CAPITAL TOTAL</b>		<b>\$233,380</b>	<b>\$233,380</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$243,350</b>	<b>\$9,970</b>	<b>4.27%</b>

<b>AGENCY TOTAL</b>		<b>\$7,046,276</b>	<b>\$7,237,760</b>	<b>(\$191,484)</b>	<b>2.72%</b>	<b>\$7,399,600</b>	<b>\$353,324</b>	<b>5.01%</b>
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**LANCASTER COUNTY**  
2004/2005  
**REVENUE BUDGET BY REVENUE SOURCE**

FUND: 011 GENERAL FUND

AGENCY: 661 COUNTY SHERIFF ACTIVITY

\*\*\*\*\*2004\*\*\*\*\*

\*\*\*\*\*2005\*\*\*\*\*

2003 REVENUE ENDING 6/30/03	BUDGET AS MODIFIED	REV/THRU 12-31-2003	TOTAL EST REVENUE	ACCOUNT NAME	REVENUE SOURCE	REVENUE REQUEST	RECOM ENDED	ADOPTED REVENUE
				<b>INTERGOVERNMENTAL SERVICES</b>				
\$47,155	\$45,000	\$19,817	\$36,000	PUBLIC SAFETY	3562	\$45,000	\$10,000	\$0
\$9,216	\$8,000	\$2,186	\$8,000	HIGHWAY SAFETY	3553	\$8,000	\$10,000	\$0
\$65,368	\$60,000	\$15,850	\$40,000	JUSTICE ASSISTANCE	3677	\$60,000	\$60,000	\$0
\$30,600	\$35,500	\$15,683	\$31,400	DOMESTIC VIOLENCE ASSISTANCE	3588	\$35,500	\$35,500	\$0
\$0	\$1,000	\$0	\$1,000	DEPARTMENT OF JUSTICE	3589	\$1,000	\$1,000	\$0
\$152,339	\$149,500	\$53,136	\$116,400	<b>INTERGOVERNMENTAL REVENUE</b>	<b>TOTAL</b>	\$149,500	\$116,500	\$0
				<b>CHARGES FOR SERVICES AND FEES</b>				
\$458,111	\$480,000	\$211,028	\$450,000	FEES	4652	\$480,000	\$500,000	\$0
\$311,340	\$337,250	\$168,624	\$337,250	SECURITY SERVICES TO PBC.	4675	\$337,250	\$357,600	\$0
\$177,141	\$200,000	\$96,072	\$200,000	CONTRACT REIMBURSEMENT	4752	\$200,000	\$220,000	\$0
\$2,119	\$5,000	\$1,667	\$6,000	OTHER REIMBURSEMENT & REFUNDS	4763	\$5,000	\$5,000	\$0
\$948,711	\$1,022,250	\$477,391	\$993,250	<b>CHARGES FOR SERVICES AND FEES</b>	<b>TOTAL</b>	\$1,022,250	\$1,082,600	\$0
				<b>OTHER REVENUE</b>				
\$241	\$500	\$67	\$500	INTEREST	6651	\$500	\$500	\$0
\$2,098	\$3,000	\$5,106	\$6,000	SALE OF EQUIPMENT	6703	\$3,000	\$6,000	\$0
\$4,110	\$5,000	\$326	\$2,000	JUDGEMENTS AND SETTLEMENTS	6782	\$5,000	\$5,000	\$0
\$585	\$1,000	\$585	\$1,500	MISC. REVENUE	6755	\$1,000	\$1,500	\$0
\$0	\$0	\$0	\$0	SCRAP SALES	6767	\$0	\$0	\$0
\$0	\$0	\$0	\$0	UNCLAIMED PROPERTY		\$0	\$0	\$0
\$7,014	\$9,500	\$6,084	\$10,000	<b>OTHER REVENUE</b>	<b>TOTAL</b>	\$9,500	\$13,000	\$0
\$1,108,064	\$1,181,250	\$536,611	\$1,119,650	<b>TOTAL FOR ORGANIZATION</b>		\$1,181,250	\$1,212,100	\$0
\$1,108,064	\$1,181,250	\$536,611	\$1,119,650	<b>TOTAL FOR AGENCY</b>		\$1,181,250	\$1,212,100	\$0



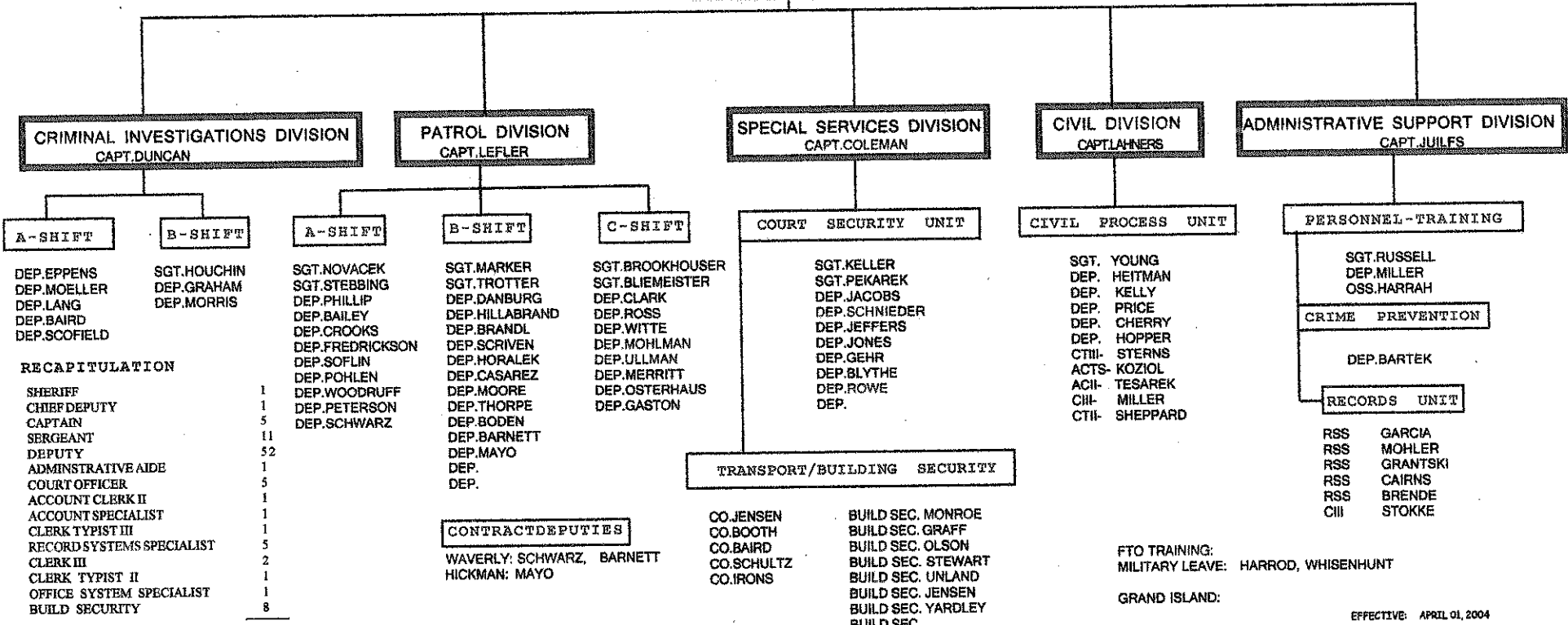
# LANCASTER COUNTY SHERIFF'S OFFICE



**TERRY T. WAGNER**  
**SHERIFF**

ADMINISTRATIVE AIDE: D. CORBIN

**CHIEF DEPUTY**  
**WILLIAM JARRETT**



- |                           |              |
|---------------------------|--------------|
| DEP. EPPENS               | SGT. HOUCHIN |
| DEP. MOELLER              | DEP. GRAHAM  |
| DEP. LANG                 | DEP. MORRIS  |
| DEP. BAIRD                |              |
| DEP. SCOFIELD             |              |
| <b>RECAPITULATION</b>     |              |
| SHERIFF                   | 1            |
| CHIEF DEPUTY              | 1            |
| CAPTAIN                   | 5            |
| SERGEANT                  | 11           |
| DEPUTY                    | 52           |
| ADMINISTRATIVE AIDE       | 1            |
| COURT OFFICER             | 5            |
| ACCOUNT CLERK II          | 1            |
| ACCOUNT SPECIALIST        | 1            |
| CLERK TYPYST III          | 1            |
| RECORD SYSTEMS SPECIALIST | 5            |
| CLERK III                 | 2            |
| CLERK TYPYST II           | 1            |
| OFFICE SYSTEM SPECIALIST  | 1            |
| BUILD SECURITY            | 8            |

TOTAL EMPLOYEES: 96

COMMISSIONED 70, CIVILIAN 18, BUILDING SECURITY 8

**CONTRACT DEPUTIES**

WAVERLY: SCHWARZ, BARNETT  
HICKMAN: MAYO

CO. JENSEN	BUILD SEC. MONROE
CO. BOOTH	BUILD SEC. GRAFF
CO. BAIRD	BUILD SEC. OLSON
CO. SCHULTZ	BUILD SEC. STEWART
CO. IRONS	BUILD SEC. UNLAND
	BUILD SEC. JENSEN
	BUILD SEC. YARDLEY
	BUILD SEC.

SGT. YOUNG  
DEP. HEITMAN  
DEP. KELLY  
DEP. PRICE  
DEP. CHERRY  
DEP. HOPPER  
CTIII- STERNS  
ACTS- KOZIOL  
ACII- TESAREK  
CII- MILLER  
CTII- SHEPPARD

FTO TRAINING:  
MILITARY LEAVE: HARROD, WHISENHUNT  
GRAND ISLAND:

SGT. RUSSELL  
DEP. MILLER  
OSS. HARRAH

**CRIME PREVENTION**

DEP. BARTEK

**RECORDS UNIT**

RSS	GARCIA
RSS	MOHLER
RSS	GRANTSKI
RSS	CAIRNS
RSS	BRENDE
CII	STOKKE

EFFECTIVE: APRIL 01, 2004

# LANCASTER COUNTY SHERIFF'S OFFICE

## STATS FOR 2004

	1998	2000		2001		2002		2003		1998-2003
CALLS FOR SERVICE	11030	11290	2.4%	11453	1.4%	11949	4.3%	11592	-3.0%	5.1%
OFFICIAL MOVING CITATIONS	2729	2974	9.0%	3514	18.2%	5160	46.8%	3839	-25.6%	40.7%
NONMOVING VIOLATIONS	1042	1327	27.4%	1826	37.6%	2675	46.5%	2039	-23.8%	95.7%
OTHER CHARGES	1452	1398	-3.7%	1579	12.9%	2108	33.5%	1798	-14.7%	23.8%
SUSPENDED DRIVERS	178	182	2.2%	227	24.7%	323	42.3%	298	-7.7%	67.4%
DWI ARRESTS	182	159	-12.6%	136	-14.5%	210	54.4%	205	-2.4%	12.6%
PRISONER TRANSPORTS	1996	3117	56.2%	4489	44.0%	4884	8.8%	5426	11.1%	171.8%
TITLE INSPECTIONS	11800	11326	-4.0%	11915	5.2%	12943	8.6%	12679	-2.0%	7.4%
PARTE CRIMES	593	556	-6.2%	571	2.7%	514	-10.0%	515	0.2%	-13.2%
CRIMINAL ARRESTS	1157	1188	2.7%	998	-16.0%	1411	41.4%	1352	-4.2%	16.9%
CASES RECEIVED	103	151	46.6%	111	-26.5%	114	2.7%	135	18.4%	31.1%
WARRANTS RECEIVED	3931	4591	16.8%	4054	-11.7%	4781	17.9%	5067	6.0%	28.9%
WARRANT ARRESTS	2204	2576	16.9%	2515	-2.4%	2846	13.2%	3161	11.1%	43.4%
WARRANT DISPOSITIONS	3796	4350	14.6%	4224	-2.9%	4625	9.5%	5113	10.6%	34.7%
CIVIL PROCESS RECEIVED	23230	24176	4.1%	25538	5.6%	23851	-6.6%	25258	5.9%	8.7%
CIVIL PROCESS SERVED	19604	17637	-10.0%	19149	8.6%	18424	-3.8%	19553	6.1%	-0.3%
CIVIL PROCESS SERVICE PERCENTAGE	77.0%	77.0%	0.0%	75.0%	-2.6%	77.0%	2.7%	77.4%	0.5%	0.5%
TRAINING HOURS	6152	5234	-14.9%	5920	13.1%	6352	7.3%	6046	-4.8%	-1.7%
TRAINING HOURS PER EMPLOYEE	75.9	56.3	-25.8%	62.9	11.7%	66.1	5.1%	63	-4.7%	-17.0%
SICK LEAVE HOURS	3298	4060	23.1%	3313	-18.4%	3303	-0.3%	3908	18.3%	18.5%
SICK LEAVE HOURS PER EMPLOYEE	42.29	50.76	20.0%	38.98	-23.2%	37.97	-2.6%	45.98	21.1%	8.7%
AUTHORIZED EMPLOYEES, START OF YEAR	81	93	14.8%	94	1.1%	96	2.1%	96	0.0%	18.5%

**COMPARISON OF SUPERVISORY POSITIONS IN LINCOLN POLICE DEPARTMENT  
AND LANCASTER COUNTY SHERIFF'S OFFICE  
2004-2005**

	POLICE	SHERIFF
TOTAL EMPLOYEES	425	96
SUPERVISORY EMPLOYEES	83	18
PERCENT	19.53%	18.75%

	POLICE	SHERIFF
TOTAL COMMISSIONED EMPLOYEES *	315	78
COMMISSIONED SUPERVISORY EMPLOYEES	70	18
PERCENT	22.22%	23.08%

**COMPARISON OF CRIMINAL INVESTIGATIONS POSITIONS IN LINCOLN POLICE  
LANCASTER COUNTY SHERIFF'S OFFICE**

	POLICE	SHERIFF
TOTAL COMMISSIONED EMPLOYEES	315	78
TOTAL CRIMINAL INVESTIGATORS	47	9
PERCENT	14.92%	11.54%

**COMPARISON OF CIVILIAN EMPLOYEES IN LINCOLN POLICE DEPARTMENT  
LANCASTER COUNTY SHERIFF'S OFFICE**

	POLICE	SHERIFF
TOTAL EMPLOYEES	425	96
CIVILIAN EMPLOYEES	110	18
PERCENT	25.88%	18.75%

\* Commissioned employees are those sworn employees with arrest powers, such as police officers or deputy sheriffs and security guards.

Source: LSO Organizational Chart - LPD Annual Report

## SALARY COMPARISON

### LANCASTER COUNTY SHERIFF'S DEPUTIES AND LINCOLN POLICE OFFICERS 2004 (NON-SUPERVISORY PERSONNEL)

	LANCASTER COUNTY DEPUTY SHERIFF	CITY OF LINCOLN POLICE OFFICER	SALARY DIFFERENCE	PERCENTAGE DIFFERENCE
ENTRY LEVEL	\$35,655	\$36,212	(\$557)	-1.6%
AFTER ONE YEAR	\$37,473	\$39,110	(\$1,637)	-4.4%
AFTER 5 YEARS	\$45,718	\$45,612	\$106	0.2%
MAXIMUM SALARY	\$50,494	\$53,200	(\$2,706)	-5.4%

Figures reflects base wages, does not include longevity, college pay, etc.  
They represent the current contract year ending 8/31/2004

**LANCASTER COUNTY SHERIFF'S OFFICE**

**OVERTIME PAY STATISTICS**

PROPOSED 2004-2005 BUDGET

<b>TOTAL PERSONNEL SERVICES PROPOSED</b>	<b>\$6,112,255</b>
<b>OVERTIME PROPOSED</b>	<b>\$155,000</b>
<b>OVERTIME AS % OF TOTAL SERVICES</b>	<b>2.536%</b>
<b>AVERAGE OVERTIME EARNED PER EMPLOYEE</b>	<b>\$1,614.59</b>





**CONTRACT DEPUTY FOR HICKMAN  
FOR 2004/05 BUDGET YEAR**

**1- DEPUTY  
Jason Mayo**

SALARY		\$38,103.00
SOCIAL SECURITY @ .0765 (FICA)		\$2,915.00
PENSION		\$2,972.00
HEALTH INSURANCE		\$4,661.00
UNIFORM CLEANING		\$300.00
UNIFORM REPLACEMENT		\$325.00
\$30,000 LIFE INSURANCE		\$76.00
WORKERS COMPENSATION		\$838.00
DENTAL INSURANCE		\$300.00
PEHP		\$650.00
ADMINISTRATIVE COSTS 2.5%		\$1,278.50

**TOTAL DEPUTY EXPENSE:** **\$52,418.50**

MILES DRIVEN PER YEAR 15,000

GAS PRICE PER GALLON \$1.55  
(AVERAGE 15 MILES PER GALLON)

COST OF GAS: \$2,325.00

VEHICLE DEPRECIATION:  
(\$20,800) DEPRECIATED OVER 4 YEARS  
WITH RESALE OF \$500.00 SUBTRACTED  
FROM THE VALUE OF THE VEHICLE. = \$20,300.00 \$5,075.00

**TOTAL VEHICLE EXPENSE:** **\$7,400.00**

DEPUTY'S YEARLY SALARY/BENEFITS	\$52,418.50
VEHICLE EXPENSE	\$7,400.00
OVERTIME UP TO 25 HOURS	\$600.00

**GROSS EXPENSE 2004/05** **\$60,418.50**

LESS 13% DISCOUNT FOR ACTIVITIES OUTSIDE CITY LIMITS	\$7,854.41	TOTAL	<b>\$52,564.10</b>
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**NET EXPENSE TO HICKMAN 2004/2005  
FOR ONE DEPUTY AND ONE VEHICLE.**

**TOTAL \$52,564.10**

**12 MONTHLY PAYMENTS OF  
COMMENCING SEPTEMBER 01, 2004**

**TOTAL \$4,380.34**

**EXHIBIT A**

**LANCASTER COUNTY SHERIFF'S OFFICE**  
**GRANT FUNDED POSITION FOR 2004/05**

**DRUG ENFORCEMENT GRANT**

This grant is a continuation of a grant originally funded in 1987. The grant funds one deputy who is assigned in the Lancaster County Narcotics Unit, a co-operative drug investigation task force consisting of personnel from the Lincoln Police Department, Lancaster County Sheriff's Office, State Patrol and the Lancaster County Attorney's Office. The grant is awarded by the Nebraska Commission on Law Enforcement and Criminal Justice, as the State pass-through agency for the U.S. Department of Justice. The grant reimburses approximately 93% of the salary and benefits of one deputy.

<b>DEPUTY, Michael Scofield</b>	
<b>1053 SALARY + LONGEVITY</b>	<b>\$52,376</b>
<b>1101 FICA</b>	<b>\$4,007</b>
<b>1102 PENSION</b>	<b>\$4,085</b>
<b>1103 HEALTH INS. &amp; LIFE INS.</b>	<b>\$12,586</b>
<b>1107 DENTAL</b>	<b>\$282</b>
<b>1108 PEHP</b>	<b>\$650</b>
<b>TOTAL</b>	<b>\$73,986</b>

**LANCASTER COUNTY SHERIFF'S OFFICE  
VAWA GRANT FUNDS 2004/2005**

**VAWA GRANT FUNDS**

was initiated in 1998. The grant funds one full-time investigator through the Violence Against Women Act. This grant pays for 43% of the investigator's salary and benefits. This allows the deputy to monitor and coordinate follow-up into reported domestic violence cases in Lancaster County which includes recontacting the victims of domestic violence. The investigator also tracks civil and criminal summonses and subpoenas. This individual would also implement a check list for the investigation of domestic violence which would be forwarded to the County Attorney's Office to enhance prosecution.

<b>THE COST OF THIS INDIVIDUAL</b>	
1053 SALARY + LONGEVITY	\$51,240.00
1101 FICA	\$3,920.00
1102 PENSION	\$3,997.00
1103 LIFE/HEALTH INS.	\$4,736.00
1107 DENTAL	\$282.00
1109 PEHP	\$650.00
<b>TOTAL COSTS</b>	<b>\$64,825.00</b>

## ENTRY DATA BY DAY JUSTICE AND LAW ENFORCEMENT BUILDING

	JAN	FEB	MAR	APR	MAY	JUN	2003	JUL	AUG	SEPT	OCT	NOV	DEC	TOTALS
INDIVIDUALS	44598	35908	36388	36597	33818	36558		35681	35364	35819	34157	29849	31243	425980
LINESCAN	30770	26396	28637	27733	26091	27096		27835	27221	28119	26214	23753	25839	325704
CONTRABAND	628	580	487	502	462	488		504	564	556	584	476	568	6399

### INDIVIDUALS

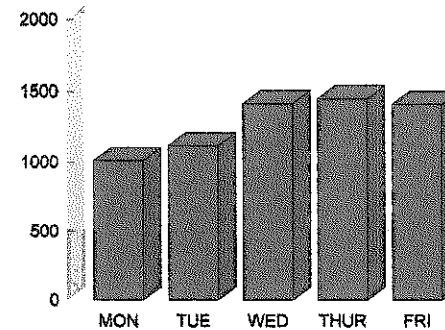
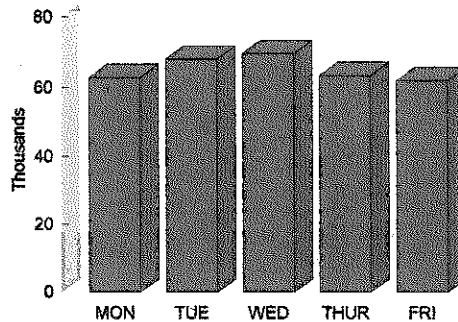
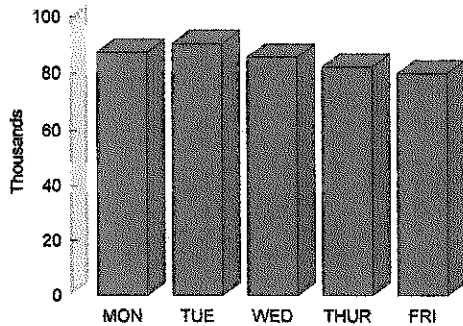
MON	87542
TUE	90575 *
WED	85775
THUR	82275
FRI	79859
TOTAL	425980

### LINESCAN 210 X-RAY

MON	62850
TUE	67894
WED	69520 *
THUR	65410
FRI	62027
TOTAL	325704

### CONTRABAND

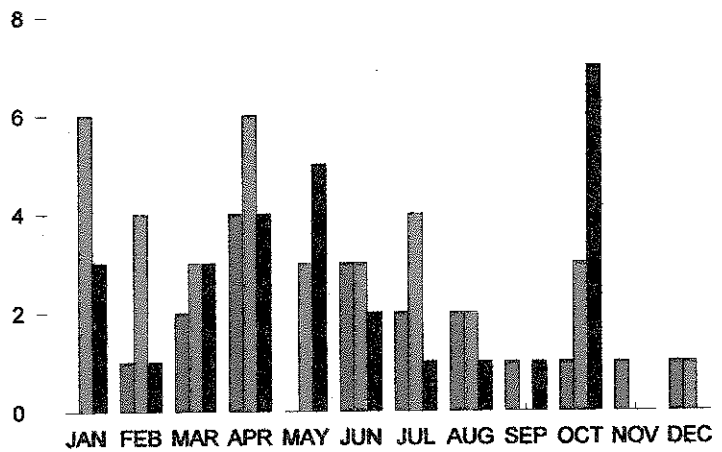
MON	1010
TUE	1117
WED	1414
THUR	1448 *
FRI	1410
TOTAL	6399



01/01/04

**CALLS FOR SERVICE COUNTY CITY BUILDING  
BY MONTH**

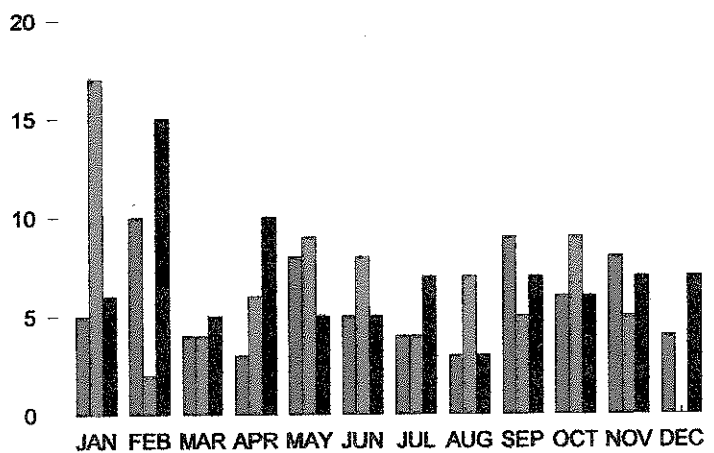
	2001	2002	2003
JAN	0	6	3
FEB	1	4	1
MAR	2	3	3
APR	4	6	4
MAY	0	3	5
JUN	3	3	2
JUL	2	4	1
AUG	2	2	1
SEP	1	0	1
OCT	1	3	7
NOV	1	0	0
DEC	1	1	0
<b>TOTAL</b>	<b>18</b>	<b>35</b>	<b>28</b>



Includes 16 alarm calls for 2003

**CALLS FOR SERVICE JUSTICE AND LAW ENFORCEMENT BUILDING  
BY MONTH**

	2001	2002	2003
JAN	5	17	6
FEB	10	2	15
MAR	4	4	5
APR	3	6	10
MAY	8	9	5
JUN	5	8	5
JUL	4	4	7
AUG	3	7	3
SEP	9	5	7
OCT	6	9	6
NOV	8	5	7
DEC	4	0	7
<b>TOTAL</b>	<b>69</b>	<b>76</b>	<b>83</b>



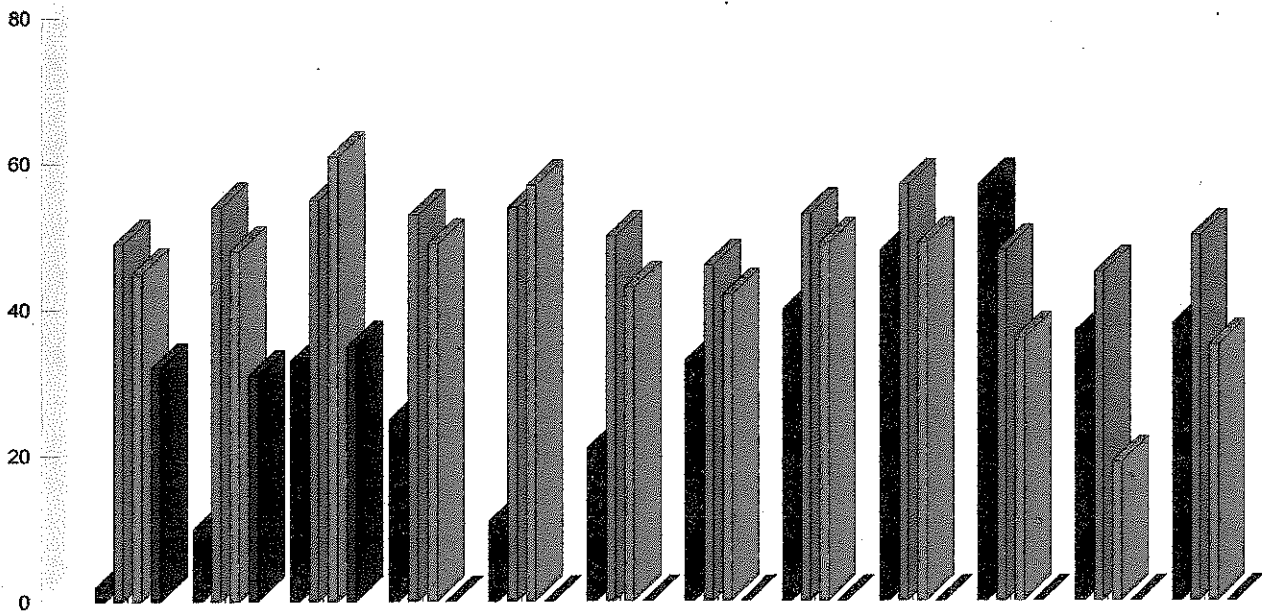
Includes 20 alarm calls 3 Narcotics charges for 2003

**County-City Building**

**Monthly**

**Security Checks**

2001		2002		2003		2004	
JAN	2	JAN	49	JAN	45	JAN	32
FEB	10	FEB	54	FEB	48	FEB	31
MAR	33	MAR	55	MAR	61	MAR	35
APR	25	APR	53	APR	49	APR	0
MAY	11	MAY	54	MAY	57	MAY	0
JUN	21	JUN	50	JUN	43	JUN	0
JUL	33	JUL	46	JUL	42	JUL	0
AUG	40	AUG	53	AUG	49	AUG	0
SEP	48	SEP	57	SEP	49	SEP	0
OCT	57	OCT	48	OCT	36	OCT	0
NOV	37	NOV	45	NOV	19	NOV	0
DEC	38	DEC	50	DEC	35	DEC	0
<b>total</b>	<b>355</b>	<b>total</b>	<b>614</b>	<b>total</b>	<b>533</b>	<b>total</b>	<b>98</b>

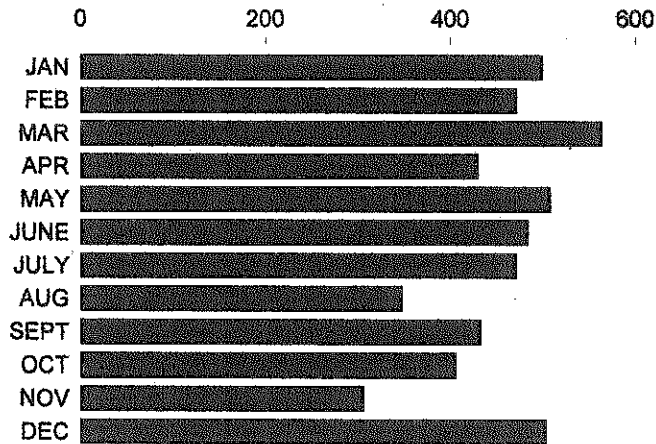


2003

PRISONER TRANSPORT

JAN	500
FEB	472
MAR	564
APR	430
MAY	508
JUNE	484
JULY	471
AUG	348
SEPT	433
OCT	406
NOV	306
DEC	504

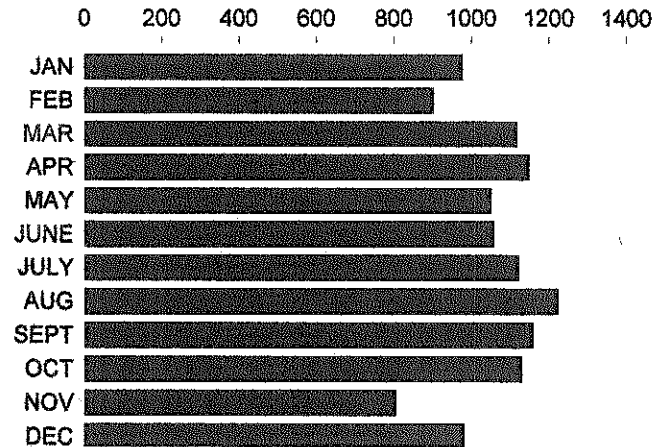
TOTAL 5426



TITLE INSPECTIONS

JAN	977
FEB	902
MAR	1118
APR	1148
MAY	1051
JUNE	1058
JULY	1123
AUG	1224
SEPT	1160
OCT	1130
NOV	805
DEC	983

TOTAL 12679



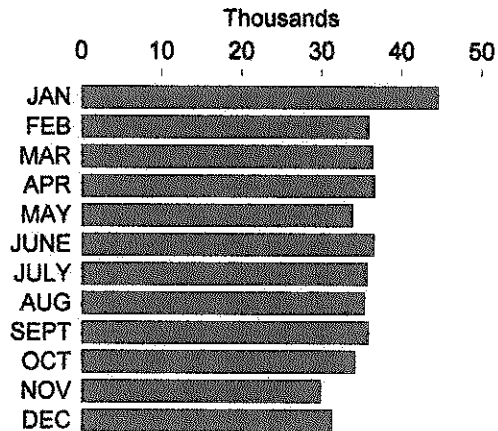
# JUSTICE AND LAW ENFORCEMENT BUILDING ENTRY STATISTICS

2003

## INDIVIDUALS

JAN	44598
FEB	35908
MAR	36388
APR	36597
MAY	33818
JUNE	36558
JULY	35681
AUG	35364
SEPT	35819
OCT	34157
NOV	29849
DEC	31243

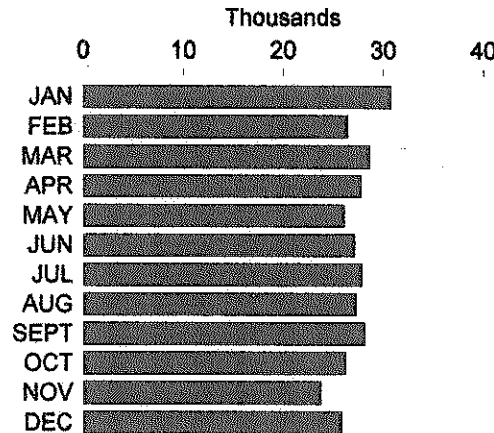
**TOTAL 425980**



## LINE SCAN 210 X-RAY

JAN	30770
FEB	26396
MAR	28637
APR	27733
MAY	26091
JUN	27096
JUL	27835
AUG	27221
SEPT	28119
OCT	26214
NOV	23753
DEC	25839

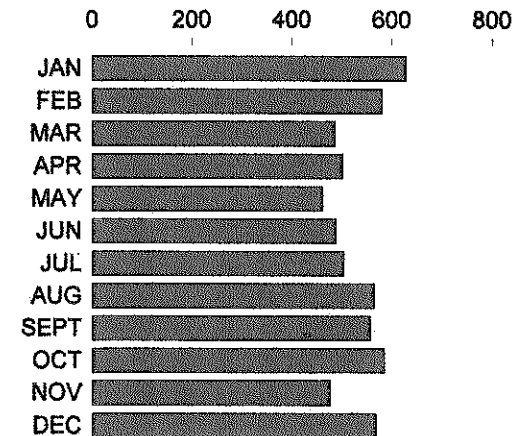
**TOTAL 325704**



## CONTRABAND

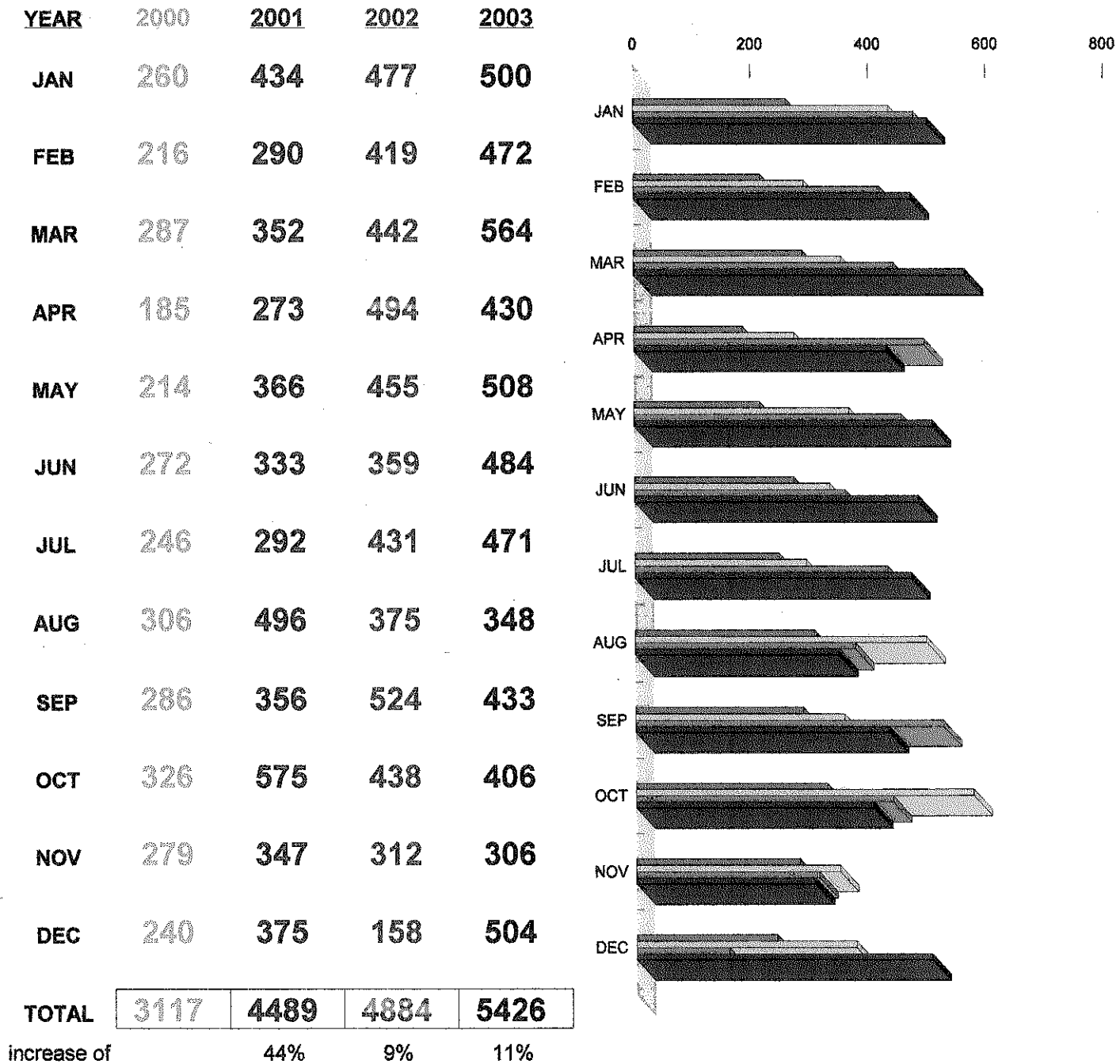
JAN	628
FEB	580
MAR	487
APR	502
MAY	462
JUN	488
JUL	504
AUG	564
SEPT	556
OCT	584
NOV	476
DEC	568

**TOTAL 6399**



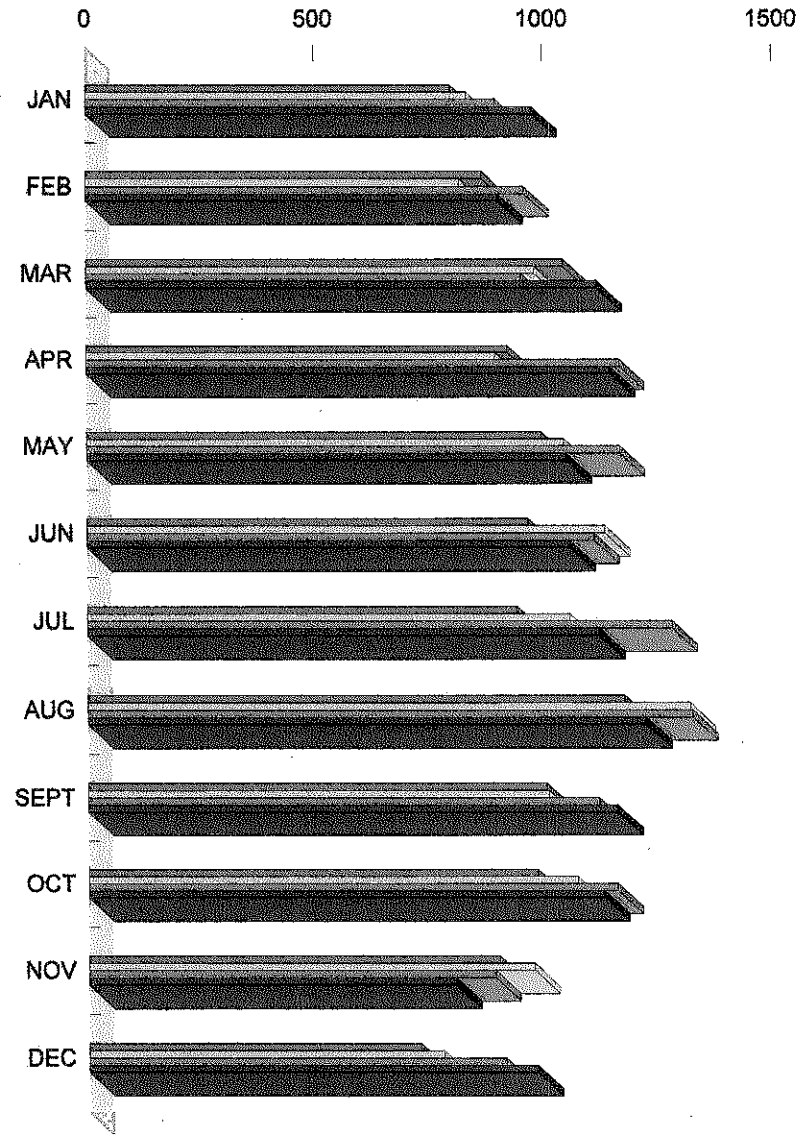


## PRISONER TRANSPORT



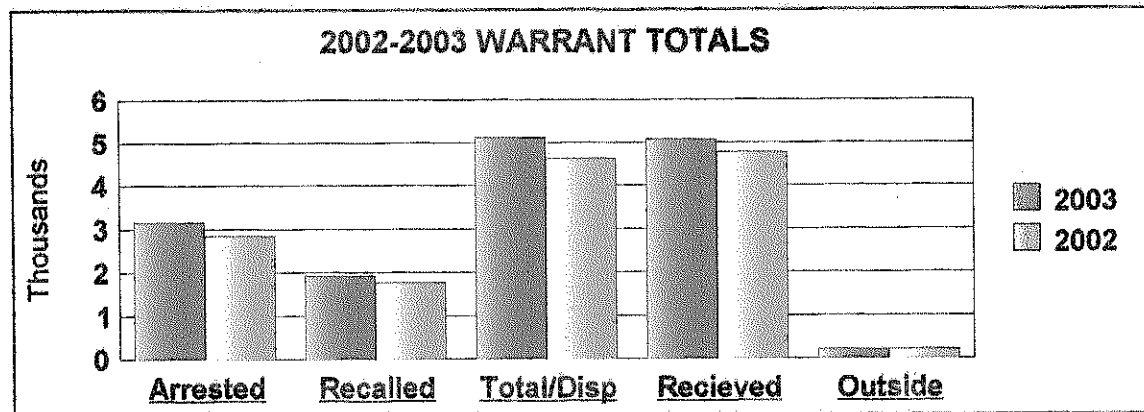
## TITLE INSPECTIONS

<u>YEAR</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>
JAN	798	833	897	977
FEB	867	817	959	902
MAR	1044	981	952	1118
APR	922	895	1168	1148
MAY	995	1045	1168	1051
JUN	966	1134	1111	1058
JUL	941	1057	1281	1123
AUG	1176	1319	1325	1224
SEPT	1005	1009	1119	1160
OCT	984	1071	1159	1130
NOV	900	976	890	805
DEC	728	778	914	983
<b>TOTAL</b>	<b>11326</b>	<b>11915</b>	<b>12943</b>	<b>12679</b>
increase of		5%	9%	-2%



# Lancaster County Sheriff's Office 2003 Warrant Stats

Month	Arrested	Recalled	Total/Disp	Recieved	Outside
January	244	135	411	390	21
February	247	167	414	457	15
March	256	203	459	608	22
April	272	189	463	446	17
May	295	166	461	437	18
June	306	143	449	444	13
July	371	139	510	428	26
August	266	291	557	322	15
September	200	122	322	377	20
October	239	119	358	551	22
November	236	112	348	288	15
December	229	132	361	319	18
<b>TOTALS:</b>					
2003	3161	1918	5113	5067	222
2002	2846	1774	4625	4781	212



**ESTIMATED ANNUAL OPERATING COSTS FOR THE YEAR 2004  
JUSTICE AND LAW ENFORCEMENT CENTER**

<b>FRONT DOOR COURT OFFICERS - FULL-TIME, (THREE FTE'S)</b>		
SALARY	1053	\$33,328
FICA	1101	\$2,549
PENSION	1102	\$2,599
LONGEVITY		\$646
INSURANCE	1103	\$12,586
WORKERS COMP	1105	\$975
DENTAL	1107	\$742
PEHP	1109	\$658
OVERTIME	1055	\$0
TRAINING		\$250
	<b>SUBTOTAL (1)</b>	\$54,331
	<b>SUBTOTAL (3)</b>	<b>\$162,993</b>

**\$162,993**

<b>FRONT DOOR SECURITY GUARDS - PART-TIME, (six PTE'S)</b>		
SALARY	1053	\$15,642
FICA	1101	\$1,197
RETIREMENT	1102	\$0
INSURANCE	1103	\$0
DENTAL	1107	\$0
PEHP	1109	\$650
OVERTIME	1055	\$0
TRAINING		\$150
	<b>SUBTOTAL</b>	\$17,639
	<b>SUBTOTAL (6)</b>	<b>\$105,834</b>

**\$105,834**

<b>FRONT DOOR SECURITY GUARDS - PART-TIME, (two PTE'S)</b>		
SALARY	1053	\$16,620
FICA	1101	\$1,271
RETIREMENT	1102	\$0
INSURANCE	1103	\$9,459
DENTAL	1107	\$477
PEHP	1109	\$650
OVERTIME	1055	\$0
TRAINING		\$165
	<b>SUBTOTAL</b>	\$28,642
	<b>SUBTOTAL (2)</b>	<b>\$57,284</b>

**\$57,284**

ADMINISTRATIVE COST FOR SECURITY PERSONNEL ( SERGEANT)		
SALARY	1053	\$15,112
FICA	1101	\$1,156
PENSION	1102	\$1,179
INSURANCE	1103	\$2,365
LONGEVITY		\$214
DENTAL	1107	\$127
PEHP	1109	\$163
OVERTIME	1055	\$0
TRAINING		\$165
	SUBTOTAL	\$20,481
	SUBTOTAL (1)	\$20,481

**\$20,481**

**CURRENT COMBINED TOTAL PERSONNEL COSTS** **\$346,592**

UNIFORMS AND PERSONAL EQUIPMENT FOR EIGHT SECURITY GUARDS AND ONE SERGEANT		
AMMUNITION AND TARGETS	2101	\$50
MEDICAL SUPPLIES	2102	\$30
UNIFORMS	2104	\$325
OTH. OPER. SUPPLIES	2112	\$225
DRY CLEANING	3073	\$260
COMMUNICATIONS EQUIP.	4212	\$0
OTHER EQUIPMENT	4217	\$150
MATERIALS AND SUPPLIES		\$1,040
<b>TOTAL SUPPLIES (9)</b>		<b>\$9,360</b>

UNIFORMS AND PERSONAL EQUIPMENT FOR (3- PTE'S)		
UNIFORMS	2104	\$200
OTH. OPER. SUPPLIES	2112	\$260
LAUN. DRY CLEANING	3073	\$255
COMMUNICATIONS EQUIP.	4212	\$0
MATERIALS AND SUPPLIES		\$550
<b>TOTAL SUPPLIES (3)</b>		<b>\$1,650</b>

**TOTAL SUPPLIES FOR FTE'S AND PTE'S** **\$11,010**

**TOTAL ANNUAL OPERATING BUDGET FOR CURRENT EXPENSES** **\$357,602**

**12 MONTHLY PAYMENTS OF** **\$29,800**

Number of Veh's	Decal Number	Year and Make	Marked or Plain	Mileage March,01 04	License Number	Vehicle Color	Vehicle
							Identification Number
1	80	93 Ford Cr. Vic.	Plain	104,061	NRF 379	Mocha	2FACP71W3PX186736
2	92	94 Ford Cr. Vic.	Marked	127,865	35252	White	2FALP71WXR182587
3	108	96 Dodge Caravan	Dare Van	94,742	34155	White	2B4FP2539TR770659
4	120	97 Ford Cr. Vic.	Marked	138,252	36392	White	2FALP71W7VX111342
5	125	97 Chevy Lumina	Plain	51,246	NQW 491	Maroon	2G1WL52M8V9303967
6	126	97 Chevy Lumina	Plain	48,579	NSI 850	Blue	2G1WL52M0V1186240
7	134	97 Ford Cr. Vic.	Marked/Civ	145,002	36471	White	2FALP71W5VX191871
8	137	97 Ford Cr. Vic.	Plain/Civ	129,656	36474	White	2FALP71W0VX191874
9	140	98 Chevy Lumina	Plain	50,016	NSL 921	Green	2G1WL52M6W9213413
10	141	98 Ford Explorer	Marked	85,853	36308	White	1FMZU35P0WUC80597
11	142	98 Ford Explorer	Marked	88,974	36302	White	1FMZU35P2WUD15494
12	143	98 Ford Explorer	Marked	71,009	36301	White	1FMZU35P0WUC15495
13	144	98 Chevy Lumina	Plain	45,145	NQK 614	White	2G1WL52MXW9328886
14	150	99 Ford Cr. Vic.	Marked	105,110	36455	White	2FAFP71W3XX181260
15	151	99 Ford Cr. Vic.	Marked	128,030	36455	White	2FAFP71W5XX181261
16	152	99 Ford Cr. Vic.	Marked	112,670	36454	White	2FAFP71W7XX181262
17	153	99 Ford Cr. Vic.	Marked	108,509	36453	White	2FAFP71W9XX181263
18	154	99 Ford Cr. Vic.	Marked	128,298	36452	White	2FAFP71W0XX181264
19	160	2000 Chevy Lumina	Plain	35,055	NSL902	Blue	2G1WL52J8Y1251619
20	161	2000 Ford Explorer	Marked	50,700	36315	White	1FMZU71E3YUB46584
21	162	2000 Ford Cr. Vic.	Marked	110,069	36410	White	2FAFP71W7YX162566
22	163	2000 Ford Cr. Vic.	Marked	115,678	36409	White	2FAFP71W9YX162567
23	164	2000 Ford Cr. Vic.	Marked	102,296	36408	White	2FAFP71W2YX162569
24	165	2000 Ford Cr. Vic.	Marked	118,413	36407	White	2FAFP71W9YX162570
25	166	2000 Ford Cr. Vic.	Marked	100,001	36406	White	2FAFP71W0YX162571
26	170	2001 Chevy Van	Plain	132,230	36339	White	1GNDU23E01D129754
27	171	2001 Ford Cr. Vic.	Marked	80,264	36324	White	2FAFP71WX1X133598
28	172	2001 Ford Cr. Vic.	Marked	76,207	36325	White	2FAFP71W11X133599
29	173	2001 Ford Cr. Vic.	Marked	85,177	36326	White	2FAFP71W41X133600
30	174	2001 Ford Cr. Vic.	Marked	82,104	36327	White	2FAFP71W61X133601
31	175	2001 Ford Cr. Vic.	Marked	72,800	36328	White	2FAFP71W81X133602
32	176	2001 Chevy Blazer	Marked	32,226	36336	White	1GNDD13WX1K202372
33	177	1989 Ford Ambulance	Plain	80,000	36337	White	1FDHS34M6KHB87661
34	178	2001 Ford Cr. Vic.	Marked	80,404	36335	White	2FAFP71W21X167583
35	179	2001 Ford Cr. Vic.	Marked	54,200	36440	White	2FAFP71W21X178387
36	001	2002 Ford Taurus	Plain	16,290	OAU 921	Az. Sand	1FAFP53U22G149995
37	002	2002 Ford Cr. Vic.	Marked	64,143	36418	White	2FAFP71WX2X125597
38	003	2002 Ford Cr. Vic.	Marked	60,494	36419	White	2FAFP71W12X125598
39	004	2002 Ford Cr. Vic.	Marked	62,239	36420	White	2FAFP71W32X125599
40	005	2002 Ford Cr. Vic.	Marked	59,949	36421	White	2FAFP71W62X125600
41	006	2002 Ford Cr. Vic.	Marked	43,146	36422	White	2FAFP71W82X125601
42	007	2002 Ford Cr. Vic.	Marked	60,713	36423	White	2FAFP71WX2X125602
43	008	2002 Ford Cr. Vic.	Marked	63,748	36424	White	2FAFP71W12X125603
44	009	2002 Ford Cr. Vic.	Marked	60,549	36425	White	2FAFP71W32X125604
45	010	2002 Ford Cr. Vic.	Marked	45,836	36449	White	2FAFP71W72X138355
46	011	2002 Ford Explorer	Marked	18,553	36419	White	1FMZU72E12UB48632
47	012	2002 Chevy Exp-Var	Plain	84,346	36450	White	1GAGG25R21165179
48	020	2003 Ford Cr. Vic.	Marked	43,659	36481	White	2FAFP71W13X139325
49	021	2003 Ford Cr. Vic.	Marked	46,914	36482	White	2FAFP71W33X139326
50	022	2003 Ford Cr. Vic.	Marked	36,304	36483	White	2FAFP71W53X139327
51	023	2003 Ford Cr. Vic.	Marked	33,023	36484	White	2FAFP71W73X139328
52	024	2003 Ford Cr. Vic.	Marked	22,771	36486	White	2FAFP71W93X139329
53	025	2003 Ford Cr. Vic.	Marked	26,268	36487	White	2FAFP71W53X139330
54	026	2003 Ford Cr. Vic.	Marked	23,370	36446	White	2FAFP71W93X175697
55	027	2003 Ford Cr. Vic.	Marked	14,547	36445	White	2FAFP71W73X175696
56	030	2003 Chevy Venture	Plain	21,587	36370	Silver	1GNDD23E43D177650
57	031	2003 Chevy Impala	Plain	3,991	OAA921	Silver	2G1WF55E739180753
58	032	2004 Ford Cr. Vic.	Marked	3,527	36444	White	2FAFP71W44X136713

**LANCASTER COUNTY SHERIFF'S OFFICE  
VEHICLES PURCHASED SINCE 1997**

1997 SPRING	Purchased two 1997 Chevrolet Lumina from Park Place Motors for \$14,856.07 a total cost of \$29,712.14.	2001 FALL	Purchased one Ford Taurus from Anderson Ford Motors for \$16,648.
1997 FALL	Purchased eight Ford Crown Vic's from H.P. Smith at a cost of \$19,105 per unit for a total cost of \$152,840.	2001 FALL	Purchased one Ford Explorer XLS from Tincher Ford Motors for \$23,164.
1998 SPRING	Purchased one 1998 Ford Explorer 4x4 Police Package Vehicle for \$24,385.	2001 FALL	Purchased one Chevy Express Van from Husker Auto Group for \$22,037.
1998 FALL	Purchased two 1998 Ford Explorer 4x4 Police Package Vehicle for \$48,770.	2001 FALL	Purchased eight Ford Crown Vic's from Tincher Ford at a cost of \$20,500, for a total cost of \$164,000.
1998 FALL	Purchased five Ford Crown Vic's from H.P. Smith at a cost of \$19,648 for a total cost of \$98,240.	2002 SUMMER	Purchased six Ford Crown Vic's from Anderson Ford at a cost of \$21,209 for a total cost of \$127,254.
1999 FALL	Purchased six Ford Crown Vic's from H.P. Smith at a cost of \$118,301.	2003 JANUARY	Purchased two Crown Vic's from Anderson Ford at a cost of \$22,034 for a total of \$44,068.
1999 FALL	Purchased one Ford Explorer for \$24,139.	2003 FALL	Purchased SIX Crown Vic's from Anderson Ford at a cost of \$21,289 for a total of \$149,628
1999 FALL	Purchased one Chevy Lumina from Park Place Motors for \$14,854.	2003 FALL	Purchased one Chevy Ventura from Husker Auto Group for \$17,997
2000 FALL	Purchased six Ford Crown Vic's from Tincher Ford at a cost of \$123,183.	2003 FALL	Purchased one Chevy Impala from Husker Auto Group for \$16,597
2000 FALL	Purchased one Chevy Blazer for \$24,030.		
2000 FALL	Purchased one Chevy Venture for prisoner transport for \$18,297		
2000 SPRING	Purchased one additional Crown Vic from Tincher Ford at a cost of \$20,508.		

**LANCASTER COUNTY SHERIFF'S OFFICE  
VEHICLE AND EQUIPMENT NEEDS FOR 04-5 BUDGET**

TEN POLICE CROWN VIC'S ARE NEEDED FOR THE YEAR. ESTIMATED COST PER VEHICLE \$21,500 X'S TEN VEH'S \$215,000  
 \$0  
 \$0  
 \$0  
**TOTAL COST OF TEN VEH'S. \$215,000**

**NEED NEW EQUIPMENT FOR THE FOLLOWING VEHICLES THAT NEED TO BE REPLACED:**

VEHICLE REPLACEMENT	LIGHTBAR	SWITCH/SIREN MODUALE	SPEAKER GAURDS	AMBER LIGHT STICK	SCANNER	RIFLE RACK	SETINA SCREEN	FLASH LIGHT	TRUNK LIGHTS	FLOOR SCREEN BUCKET SEAT	SCREEN ADAPTERS	LIGHT BAR MOUNTS	CONSOLE
MARKED UNIT	X	X	X	X	X	X	X	X	X	X	X	X	X
MARKED UNIT	X	X	X	X	X	X	X	X	X	X	X	X	X
MARKED UNIT	X	X	X	X	X	X	X	X	X	X	X	X	X
MARKED UNIT	X	X	X	X	X	X	X	X	X	X	X	X	X
MARKED UNIT	X	X	X	X	X	X	X	X	X	X	X	X	X
MARKED UNIT	X	X	X	X	X	X	X	X	X	X	X	X	X
MARKED UNIT	X	X	X	X	X	X	X	X	X	X	X	X	X
MARKED UNIT	X	X	X	X	X	X	X	X	X	X	X	X	X
MARKED UNIT	X	X	X	X	X	X	X	X	X	X	X	X	X
MARKED UNIT	X	X	X	X	X	X	X	X	X	X	X	X	X
MARKED UNIT	X	X	X	X	X	X	X	X	X	X	X	X	X
MARKED UNIT	X	X	X	X	X	X	X	X	X	X	X	X	X
MARKED UNIT	X	X	X	X	X	X	X	X	X	X	X	X	X
MARKED UNIT	X	X	X	X	X	X	X	X	X	X	X	X	X

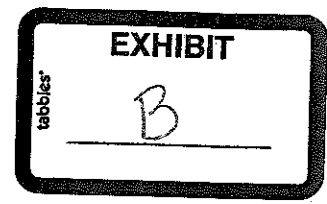
COST	\$650.00	\$360.00	\$125.00	\$310.00	\$130.00	\$200.00	\$375.00	\$130.00	\$75.00	\$50.00	\$65.00	\$55.00	\$325.00
	X 10	X 5	X 4	X 10	X 10	X 10	X 4	X 6	X 3	X 4	X 10	X 10	X 7
	\$6,500.00	\$1,800.00	\$500.00	\$3,100.00	\$1,300.00	\$2,000.00	\$1,500.00	\$780.00	\$225.00	\$200.00	\$650.00	\$550.00	\$2,275.00

**TOTAL COST OF VEHICLES. \$215,000**  
**TOTAL COST OF EQUIPMENT. \$21,380**

**TOTAL COST \$236,380**

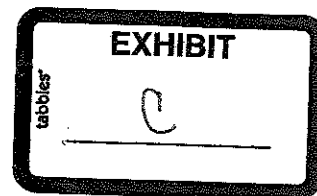


SHADD  
05/27/04



	<u>FY04 BUDGET</u>	<u>ENC &amp; PAID FY04 4/16</u>	<u>5-13-04 ADDITIONAL FY05 REQUEST</u>	<u>FY05 REQUEST</u>	<u>FY05 BUDGET</u>
MOBIL DATA TERMINALS					
11 628 3439	<b>31,135.50</b>	(21,691.60)		25,000.00	<b>34,443.90</b>
CAR RADIOS					
11 628 3439	<b>67,439.15</b>	(27,918.19)		30,000.00	<b>69,520.96</b>
WEAPONS REPLACEMENT					
11 628 3439	<b>5,284.70</b>	(4,280.00)		0.00	<b>1,004.70</b>
COMMAND CENTER					
			20,676.00		<b>20,676.00</b>
<b>TOTAL 011 628 3439</b>	<b>103,859.35</b>	(53,889.79)	20,676.00	55,000.00	<b>125,645.56</b>


<u>EXPENDED FY04</u>	<u>OBJECT</u>	<u>AMOUNT</u>
MTD EQUIP 1-29-04	3439	693.00
MTD EQUIP 2-18-04	3439	823.60
MTD EQUIP 2-23-04	3439	18,615.00
MTD EQUIP 3-17-04	3439	1,560.00
WEAPONS 3-30-04	3439	1,750.00
RADIOS 4-5-04	3439	22,172.50
ENC WEAPONS 10/29/03	3439	2,530.00
Batteries for Radio	3439	2,128.00
Remote speaker mikes	3439	3,617.69
		<b>53,889.79</b>



## MEMORANDUM

**TO: Wendy Birdsall**  
**Lincoln Convention and Visitors Bureau**

**CC: Jim Fram, President/CEO**

**FROM: Berkeley Young** 

**RE: Progress Report and Direction for LCVB**

**DATE: Wednesday, May 26, 2004**

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Congratulations on your new opportunity and thanks for your hospitality while I was in Lincoln. I was pleased with what I saw while I was there. In our meetings over the two days you demonstrated an impressive knowledge of the LCVB and the overall tourism industry and I am confident that you are the right person for the job!

As promised, this memo will outline the steps that we discussed to continue implementing the strategic plan for the LCVB. My overall observations and concerns are as follows:

- Continue **focusing on the individual market segments** as defined in the report section 4-8. You have a small staff and can't be all things to all people so focus on those segments where you can make the biggest gains...you need some quick victories and this approach will deliver.
- The leisure market is covered adequately for this season. The new marketing materials look good and the ads are placed. It appears that inquiries are up but the tracking needs to be more systematic. You need a **weekly inquiry activity report** so you can see how you are doing compared to the same period last year. Due to the trend in last minute booking we should consider placing the summer season ads for next year in April May publications so they hit when people are planning.
- Its time to really drive an **aggressive direct sales effort**. Jeff is definitely the right person for the job and needs support as he ramps up the program.
- The LCVB needs to be **more visible** in the community as an economic development team. The time has come for the LCVB to get out there and report their successes and use statistics to back up your initiatives. At every opportunity reference the report and your progress in implementing it. Get out into the community and be visible!

- You need to send a plain text **email to all industry partners at least twice a month**. It should be an update with easy to read bullet points. Include any information that will be of benefit to the industry and bolster support for the LCVB.
- Get that **website up and running ASAP**. Its Memorial Day so the summer is here and you need that website selling for you! Make sure you are collecting as many **inquiries from the website** as possible in a form and not an email. The form should download directly into a database so you will have a "datamine" to use for future marketing. Ask the inquirer if they are interested in receiving future information from the LCVB.
- Send out the **lodging fax survey** form to all Lodging properties to collect the 2003 market segment data so you can see the comparative data. You will have to get agreement from the lodging properties to submit the data to you. It is a very time consuming process to get that data. If they won't provide it to you we will do it for \$1,500 and provide a comparative report to the data collected last year.
- Proceed with increasing the **lodging tax to 4%** and make sure you have the lodging properties on board! It is critical for you to have an increase in funding to take the LCVB to the next level. If the current event funds could be transferred to the revenue stream generated by the increased tax then you could reallocate within your budget for an **additional sales person, a sales support person** and increased advertising. All of these are critical to growth!
- Once the lodging tax increases to 4% I suggest you change to a **departmental budget** so that you can see the amount of total expense allocated to Leisure, Convention/meeting, Sports, etc.
- **Buy the STAR Trend Report**. You need the monthly Trend Report that compares that months data to the previous three to five years. Focus on REVPAR when talking to lodging properties.
- Clean up the **committee structure on your advisory committee**. You have to give them direction or they will run amuck. The committees that we recommend for this year include:
  - Finance/Grants – put them in charge of the grants fund created by the tax increase. Make sure you have oversight and a specific tracking/review system in place for any group that receives funding. Also, this committee should review your budget after you have created it and then go through the formality of endorsing it and presenting it.
  - Product Inventory and Development – This group should work with other economic development groups in Lincoln to develop strategies for developing those attractions recommended in our report. If they do nothing but keep those recommendations in the public eye they will have accomplished a lot. This group should also conduct an annual review of the reconnaissance report to see where there are infrastructure needs to be addressed.

- Marketing/Research – Again this group provides oversight, you provide the direction. You prepare the marketing plan (with our help) and then present it to this committee who then endorse it and present it to the full board for approval. They should also have the approval of any additional recommended research to track the success of your program.
- The other committees (Leadership/training and Human Resources) can be addressed as needed next year.
- **Meet with new Marriott team** taking over The Cornhusker as soon as they are in place. Make sure you are partnered with them from the beginning and that you are in the loop on their renovation schedule. This can seriously affect sales!

### Review of Strategies by Market Segment

#### **Leisure: (28.2% of 2002 lodging occupancy)**

- Ads have been placed for the year.
- **Review inquiry statistics weekly** and monitor trends. Keep us up to date on progress. If the ads aren't working we need to know NOW and find out why. There should be a dramatic increase in inquiries compared to last year. Report the improved numbers!
- Focus on **speed of fulfillment** process. The current fulfillment process is cumbersome. Stream line it so that all inquiries are processed within 24 hours.
- Make some **follow-up phone calls to inquirers** and ask so basic questions to determine that you are reaching potential first time visitors and that they are converting. This will be quicker and easier than a mail survey. Develop a simple questionnaire and get Mary on the phone when it is slow in the visitor center.
- Have a meeting with all staff to make sure they understand the latest trends (download these from our website [www.rtmnet.com](http://www.rtmnet.com)). Emphasize the last minute travel planning trend and make sure the staff shares a **sense of urgency to fulfill information inquiries**.
- Take all of your reunion marketing materials and visitor guide to the newspaper and partner with them in the development of a Lincoln Area **Reunion Planner to be inserted in the newspaper**. Ask for an overrun that you can distribute to anyone who calls in requesting reunion information. This piece can also be used for local families hosting friends and family (**VFR**) from out of town.
- **Partner with the state tourism division**. You should regularly visit the state tourism director and become involved in all programs that they have. Look for PR opportunities to promote the State Capitol Building. Develop a co-op PR effort with the state to get newspaper and magazine stories about the Capitol Building as soon as possible.
- Remain focused on **Baby Boomers** primarily as they are your big spenders. **Generation X** should be your growth market as they enter there peak spending years. All marketing should appeal to these two generation groups primarily.

**Sports: (9.0% of 2002 lodging occupancy)**

- As Jeff trains Shannon, again, focus on **results producing activities**.
- Create a **flow chart** for the sports sales process using the template that I provided.
- Hold a meeting of the **Sports Council** to introduce Shannon and review the flow chart. Make sure everyone understands that LCVB sells it and once it is contracted they turn it over to the Sports Council for implementation.
- **Monthly meetings** of the Sports Council should focus on **reporting sales progress and reviewing implementation** of upcoming and current events and reviewing those just completed. Once an event is completed it is turned back over to the LCVB for follow up (satisfaction check) and future booking.
- Shannon and Jeff need to **develop a hit list of the specific sports tournaments and events** that they want to go after and develop strategies for each. Keep Shannon selling and the Sports Council servicing.

**Convention Meeting (25.2% of 2002 lodging occupancy)**

- Get selling....**sell, sell, sell**. Too much staff time has been spent servicing and this is a numbers game. The more calls made...the more business booked. Jeff is a great asset with his experience but he has been reigned in too long. Get him out selling!
- **Focus on those segments** that will deliver groups in the next twelve months. You need some bookings to show the hotels what you are accomplishing.
- Priority segments include:
  - **SMERF** (emphasis on education, religious and fraternal).
  - Call on every **association** headquartered in Lincoln.
  - The **government** will be strong as you are a state capitol.
  - **Corporate** – call on every bank and large company in Lincoln that might host a regional meeting.
- Work within the **three hour drive market** then expand to the five hour drive market. Get those maps on the walls and make sure everyone is focused on the drive markets.
- **Drop the national association memberships** as it is very unlikely that you will get business from that. It costs too much and produces too little. Direct sales is your best bet.
- As soon as you know the room tax increase is coming...**hire an experienced sales person** from Kearney or Grand Island. I suggest you create an Ad Hoc committee of representatives from the big three hotels that will benefit most from sales and include them in the hiring process. This will be helpful based on their knowledge of hiring sales people and will help build a deep partnership between the LCVB and those hotels.

- Jeff should hold **regular meetings with sales directors from all local hotels** that have meeting facilities to review goals, targets and strategies. Jeff is currently a team of one so he can't afford to duplicate efforts with the hotels...he should be targeting the places that the hotels aren't getting to.
- Keep in mind that summer lodging occupancy is already running above 70% so focus on **selling the shoulder and off season** to groups. This will score big with the lodging properties.

**Group Tour (1.9% of 2002 lodging occupancy)**

- This market is currently **small but has big potential** for Lincoln.
- **Steal groups that are currently staying in Omaha** as Lincoln is more attractive, has great attractions for groups and is safer.
- Identify a **trolley for nighttime transportation** so coach drivers get the night off. Build this into packaged pricing.
- **Phone sales** to group tour operators in the five-seven state region can identify the tours currently passing through. Focus on the East – West corridor.
- Target **church groups and the GLAMER market**. Develop one and two day itineraries and mail them, email them and post them on your website.

**BUDGET DOCUMENTATION****Sources of Funds:**

**Room Tax:** Budgeting 1% increase over 2003-2004 room tax.

**Lodging Line:** Renegotiated to \$1,500.

**USA Roller Skating City sponsorship:** Seeking increase from city.

**USA Roller Skating Rebates:** Estimated collections.

**Web Page Advertising:** New line item revenue source.

**Visitors Guides Advertising Sales:** New line item revenue source.

**Calendar of Events:** New line item, anticipate breaking even from sales.

**Interest:** Estimations remain unchanged at this time.

**Miscellaneous:** Estimations remain unchanged at this time.

**Sports Promotion:** New line item reflects memberships and sponsorships.

**Use of Funds:****Recommended staff positions:**

Randall recommends 10 full time positions. To keep salary costs closer in line with Randall and IACVB recommendations that staff and benefits costs should be 25 to 40 percent of the lodging tax collections, CVB recommends 7 full time and 2 part time staff positions with a look to the future to increase staffing as lodging tax receipts increase and justify staff increases.

**Payroll Taxes and Employee Benefits:** Adjusted to reflect above salary recommendations.

**Parking and storage:** Change reflects increase in parking.

**Dues:** Line item changed based on Randall recommendations to include a membership in IACVB.

**Professional Fees:** Decrease reflects completion of Randall Travel Study.

**Maintenance Furniture & Equipment:** Includes equipment upgrades and Customer Relationship Management software. Reflects with greater accuracy (than possible at beginning of budget process) estimated actual expenditures for website/computer maintenance and general services.

**Telephone:** Line item remains unchanged based on Randall recommendations.

**Postage:** Reflects increased use of website and e-mail communications. Increased outreach using one-piece lure pieces as recommended by Randall also reduces mailing costs. Includes AAA travel agent mailing.

**Office supplies:** Line item remains unchanged. Includes new lure pieces, meeting planners guide and stationery designed to fit with new position statement.

**Visitors Guide:** Increase reflects additional pages of tourist information and advertising.

**Calendar of Events:** Increase reflects quarterly publishing of piece.

**Public Relations:** Reflects more aggressive sales activities focusing on increased in-person sales calls to meeting planners in the local area; community/VPC committee development, marketing and position statement planning sessions and relationship building to better utilize local partnerships as recommended by Randall.

**Rent:** Line item remains relatively unchanged. Slight increase reflects reallocation of staff.

**Administrative Fee:** Line item omitted due to costs being reflected in salary line.

**Insurance:** Reflects annual increase.

**Utilities:** Line item reflects increase in utility costs.

**Miscellaneous:**

**Advertising:** Increase reflects additional ads placed in markets suggested by Randall.

**Event Promotion:** Increase reflects escalating costs in bringing events to town.

**Travel:** Modest increase reflects additional regional show.

**Newsletter:** Decrease reflects increased amount of information on website and fewer pages published.

**Specialty Items:** Increase reflects restocking of supplies due to minimal orders in 2003-2004.

**Staff Development/Training:** Remains unchanged.

**Badges:** Line item remains unchanged based on Randall recommendations.

**Auto Mileage:** Decrease reflects a more accurate estimation of need.

**Group Conference Support:** Increase reflects commitments made to bring new and retain existing events.

**Sports Promotion:** Increase reflects more aggressive promotion to cover advertising, printed materials and postage.

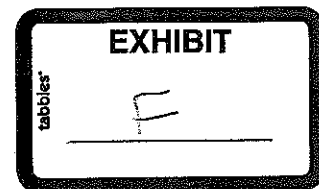


Unanimously approved by the  
Lincoln Chamber of Commerce  
Board of Directors

**CONVENTION & VISITORS BUREAU**  
**Proposed Budget 2004 2005**



	Est Act 2003 - 2004	Budget 2004 - 2005
<b>Source of Funds</b>		
Room Tax	869,250	870,000
Lodging Line	1,500	1,500
USA Roller Skating City Sponsor	25,000	30,000
USA Roller Skating Rebates	30,475	30,000
Interest	600	600
Web Page Advertising	-	35,000
Visitors Guide Advertising	53,000	63,000
Calendar of Events	595	12,000
Miscellaneous	6,500	6,000
Sports Promotion	16,725	17,000
<b>Total Source of Funds</b>	<b>\$ 1,003,645</b>	<b>\$ 1,065,100</b>
<b>Use of Funds</b>		
Salaries	304,900	301,000
Payroll Taxes	22,900	24,900
Employee Benefits	59,000	64,000
Parking / Storage	7,400	7,500
Dues	5,000	5,500
Professional Fees	71,700	22,000
Maintenance Furniture & Equip	8,500	9,000
Telephone	12,000	12,000
Postage	6,500	8,000
Office Supplies	24,600	24,000
Visitors Guide	37,188	45,000
Calendar of Events	5,200	11,200
Public Relations	24,300	21,000
Rent	67,332	68,000
Administrative Fee	15,600	-
Insurance	1,300	1,500
Utilities	4,800	5,000
Miscellaneous	400	400
Advertising	64,600	75,000
Event Promotion	243,800	270,000
Travel	9,400	10,000
Newsletter	9,000	6,000
Specialty Items	17,000	27,000
Staff Development/Training	5,200	4,500
Badges	3,000	3,000
Auto Mileage	2,300	2,000
Group Conference Support	15,700	22,000
Sports Promotion	4,396	8,000
<b>Total Use of Funds</b>	<b>\$ 1,053,016</b>	<b>\$ 1,057,500</b>
<b>Fund Balance</b>	<b>\$ (49,371)</b>	<b>\$ 7,600</b>



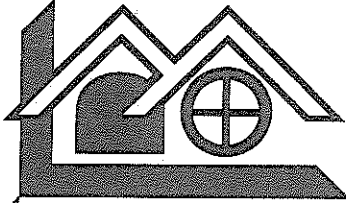
LODGING TAX COLLECTION COLLECTED

ESTIMATED		YEAR TO DATE	AVG	%
		ANNUAL	MONTHLY	CHANGE
	FY04	872,017	72,668	0.89%
	FY03	864,334	72,028	5.49%
	FY02	819,334	68,278	0.24%
	FY01	817,348	68,112	12.62%
	FY00	725,760	60,480	5.30%
	FY99	689,239	57,437	8.44%
	FY98	635,574	52,965	6.87%
	FY97	594,705	49,559	

	FY03	FY04	VARIANCE	9 month totals	
				FY03	FY04
JUL	78,248	82,132	3,884		
Aug	86,601	85,996	(605)		
Sep	88,582	94,395	5,813		
Oct	98,269	91,097	(7,172)		
Nov	82,324	82,103	(221)		
Dec	72,969	78,393	5,424		
Jan	73,628	61,096	(12,532)		
Feb	50,219	47,653	(2,566)		
Mar	44,024	49,309	5,285	674,863	672,174
Apr	57,273	61,883	4,610		
May	63,446	69,209	5,763		
EST 04 June	68,751	68,751	0		
EST 04	864,334	872,017	7,683		
EST 04 AVG	72,028	72,668	640		

If the County collects 872,017 this fiscal year with a beginning balance of 78,308 and using 748.00 for special events the County will be able to pay the 939,000 CVBC budget but the beginning balanc will be 10,577 versus 78,308 a reduction of 67,731

FUND BALANCES	
	7-1-00 65,246
	7-1-01 84,294
	7-1-02 95,629
	7-1-03 78,308
ESTIMATED	7-1-04 10,500



# LANCASTER MANOR

1001 South Street Lincoln, NE 68502 (402) 441-7101

*"Building for the future, sharing the past, caring now"*

EXHIBIT

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## LANCASTER MANOR BUDGET HEARING

June 3, 2004

### 2003-04 Plan to Fund Medicaid Shortfall

- Principal payment from bond reserve \$445,000
- Intergovernmental Transfer Funds \$306,800
- Current projected fund balance

Current Medicaid reimbursement plan provides a 2% increase July 1, 2004 and ceases June 30, 2005

Proposed Payment Plan effective July 1, 2005 will be based on this year's cost report

### Suggested plan for 2004-05 budget year.

- Principal payment from bond reserve \$485,000.
- Intergovernmental Transfer Funds \$100,000 plus ???
- Current balances in the fund balance will probably carry Lancaster Manor through the next fiscal year
- Request County Board not remove actual dollars from Lancaster Manor for the next fiscal year for C.O. Expense
- Request County Board consider reserve/contingency funds for Lancaster Manor in the event there should be unanticipated shortfalls

FUND BALANCE - 2003-04  
CASH BASIS

<u>Ending Date</u>	<u>Monthly Expense</u>	<u>Monthly Revenue</u>	<u>Net Income</u>	<u>Fund Balance According to County Treas.</u>
July 1, 2003				\$ 1,104,197.81
July 31, 2003	\$1,308,775.62	\$1,361,249.11	\$ 52,473.49	1,156,671.30
August 31, 2003	1,177,763.93	1,288,014.98	110,251.05	1,266,922.35
September 30, 2003	1,323,542.63	1,289,816.74	(33,725.89)	1,233,196.46
October 31, 2003	1,260,164.04	1,228,558.33	(31,605.71)	1,201,590.75
November 30, 2003	1,238,690.47	1,148,962.77	(89,727.70)	1,111,863.05
December 31, 2003	1,403,048.03	1,227,701.67	(175,346.36)	936,516.69
January 31, 2004	1,254,314.23	1,263,834.29	9,520.06	946,036.75
February 28, 2004	1,219,251.22	1,156,583.25	(62,667.97)	883,368.78
March 31, 2004	921,583.46	1,157,573.79	235,990.33	1,119,359.11
April 30, 2004	1,622,283.53	1,355,391.50	(266,892.03)	852,467.08
May 31, 2004	0.00	0.00	0.00	0.00
June 30, 2004	0.00	0.00	0.00	0.00
Totals	\$ 12,729,417.16	12,477,686.43	(251,730.73)	852,467.08
FUND BALANCE	\$ 852,467.08			
Reserve for Encumbrance	3,677.84			
	<hr/>			
	\$ 848,789.24			



SEIM  
JOHNSON  
SESTAK &  
QUIST, LLP

CONSULTANTS  
& ACCOUNTANTS

August 27, 2003

Mr. Larry VanHunnik  
Lancaster Manor  
1001 S Street  
Lincoln NE 68502

Dear Larry:

Please find enclosed a worksheet that compares your Medicaid cost report data for the last three years (columns A-F); illustrates your Medicaid payment rates (columns G-J); and illustrates your Medicaid reimbursement less costs (columns K-N). Please note that in column M, line 29, it appears that your Medicaid reimbursement for the year ended June 30, 2003 was \$620,000 less than your actual costs for providing services to Medicaid beneficiaries. Therefore, we are anticipating that you will receive an intergovernmental transfer payment of approximately \$340,000 in February 2004.

Of greater concern is what is going to happen during fiscal year 2004. Due to the State of Nebraska computing Medicaid rates based upon your June 30, 2002 cost report and giving very meager inflationary rates to those costs, we are anticipating that your Medicaid reimbursement for the year ended June 30, 2004 will be \$1.8 million less than your cost for providing services to Medicaid beneficiaries. We did input a cost inflationary factor of 5% for the year ended June 30, 2004. Please keep mind Lancaster Manor's inflationary rate for the year ended June 30, 2003 was 6%. Due to the projected shortfall, we are estimating that your intergovernmental transfer payment to be received in February 2005 will be approximately \$1.13 million. This still leaves a shortfall of nearly \$725,000 in costs exceeding Medicaid reimbursement. This projected shortfall will worsen for the fiscal year ended June 30, 2005 if costs are not reduced or volumes increased.

Based on your recent Rate Notification that you received from the Nebraska Health and Human Services System (enclosed), your weighted nursing costs exceeded classification maximums by nearly \$3 per weighted day. This represents \$7.25 per total day. Your weighted nursing costs per day have increased over 6.7% between 2002 and 2003. In order to get your June 30, 2003 nursing costs per day in line with classification maximums, we are estimating that you will need to reduce your nursing costs per day by approximately \$11. This would represent over \$1 million of nursing salaries and benefits.

To bring other costs more in line with classification maximums, we believe your other support services costs will need to be reduced \$7.30 per day, or nearly \$700,000.

Larry, if cost reductions are not feasible, it is very likely that tax support will be needed to sustain your operations. If you would like, I could discuss this in more detail with you when time permits.

If you have any questions regarding the enclosed material, please do not hesitate to contact me.

Sincerely,

SEIM, JOHNSON, SESTAK & QUIST, LLP

Roger E. Thompson

RET:kd

Enclosures

c: Ms. Bilette Wilhelm

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**HHS FINANCE & SUPPORT – MEDICAID DIVISION****CURRENT NF PAYMENT PLAN – SEPTEMBER 1, 2003 TO JUNE 30, 2005****Non-Contract Facilities:**

The FYE 6-30-2002 cost reports were used to determine base rates for the following three components:

1. **Direct Nursing Component** (Nursing salaries, payroll taxes, benefits, consulting R.N. and pool labor). Allowable cost per weighted day is subject to rural/metro maximums (median + 25%). Calculations of the medians excluded low occupancy facilities.
2. **Support Services Component** (Administration, Dietary, Housekeeping, Laundry, non-payroll related nursing costs, Plant Related, Activities, Social Services and Ancillary). Allowable cost per day is subject to rural/metro maximums (median + 15%). Calculations of the medians excluded low occupancy facilities.
3. **Fixed Costs Component** (Depreciation, interest, real estate taxes, etc.). Allowable cost per day, excluding real estate taxes, is limited to \$20.

- Each facility's Direct Nursing and Support Services Components were inflated by 5%, and then added to their Fixed Costs Component to arrive at the September 1, 2003 through June 30, 2004 rates.
- The July 1, 2004 to June 30, 2005 rates were computed by increasing the Direct Nursing and Support Services Components an additional 2%.
- Levels 35 & 36 days are paid at the Assisted Living rates.

**Contract Facilities:**

- Rates through June 30, 2004 are based on various base year reports plus inflation factors.
- The July 1, 2004 to June 30, 2005 rate components will be determined based on data from each facility's FYE 6-30-03 cost report, subject to the applicable non-contract facility maximums described above. A 4% inflation/roll forward factor will be used for non-fixed costs.

**New Providers and NF's with less than 1,000 Medicaid Days:**

- Receive the average rates of the appropriate rural/metro peer group.

**HHS FINANCE & SUPPORT – MEDICAID DIVISION****PROPOSED PAYMENT PLAN FOR NF's EFFECTIVE JULY 1, 2005**

The proposed plan encourages spending in the two areas most closely related to the residents' quality of life: Nursing and Facility (physical surroundings), while encouraging efficiencies in the other areas.

The payment plan will have 3 components:

**1. Nursing Staff Component**

- Nursing Salaries, Payroll Taxes, Employee Benefits, Consulting Registered Nurse and Pool Labor Costs.
- Cost per day will be computed using weighted days.
- Allowable component cost per day will be subject to rural/metro maximums (median + 25%). Calculations of the medians will exclude low occupancy facilities.
- Based on historical data, this component will cover approximately 50% of total costs.

**2. Facility Component**

- Fixed Costs (depreciation, interest, real estate tax, etc.) + Plant Related Costs.
- Cost per day will be computed using actual days.
- Allowable component cost per day will be subject to a set dollar maximum.
- Based on historical data, this component will cover approximately 10% of total costs.

**3. Proposed Fee Component**

- Fee will cover all other costs: Administration, Dietary, Housekeeping, Laundry, non-payroll related Nursing costs, Activities, Social Services and Ancillary.
- There will be one Fee for Metro facilities and one Fee for Rural facilities.
- The current definition of Rural/Metro will be reviewed.
- Phase-in options will be reviewed due to fiscal impact on a limited number of facilities.
- Based on historical data, this component will cover approximately 40% of total costs.

**Other Highlights:**

- The FYE 6-30-04 cost reports will be used to determine prospective rates for the period from July 2005 through June 2006.
- Except for Fixed costs, an inflation/roll forward factor will be applied to bring the report period in line with the rate period.
- Rates will be re-based annually.
- Specific definitions of costs covered by the Nursing Staff and Facility rate components will be added to the regulations.
- Level 35 and 36 days will continue to be paid at the Assisted Living rate.

**New Providers and NF's with less than 1,000 Medicaid Days:**

Will receive the average rates of the appropriate rural/metro peer group.

# GENERAL FUND - ENGINEER

**EXHIBIT**

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BUDGET WORKSHEET FISCAL YEAR 2005							
CODE	CODE DESCRIPTION	FISCAL 2003	AMOUNT	FISCAL 2004	AMOUNT	th	
		BUDGET	SPENT	BUDGET	SPENT	BUDGET	INC/DEC
1051	OFFICIAL'S SALARY	76,634	77,547	83,000	68,177	86,062	3.69%
1052	DEPUTY'S SALARY	66,302	68,363	70,616	60,252	73,823	4.54%
1053	REGULAR SALARIES	1,463,586	1,437,849	1,495,201	1,246,206	1,559,091	4.27%
1101	FICA	122,901	117,380	126,138	101,511	131,426	4.19%
1102	RETIREMENT	124,673	122,458	128,609	105,709	130,249	1.28%
1103	HEALTH & LIFE INSURANCE	245,381	243,392	252,712	222,649	296,183	17.20%
1105	WORKMAN'S COMP. INS.	66,972	66,971	69,200	69,200	66,000	-4.62%
1106	OTHER EMPLOYEE BENEFITS	1,080	990	720	660	720	0.00%
1107	GROUP DENTAL INSURANCE	14,354	14,436	14,655	11,372	14,577	-0.53%
1108	LONG TERM DISABILITY INS	5,944	6,369	6,430	5,191	6,707	4.31%
1109	P.E.H.P.	17,660	19,653	22,750	34,743	62,151	173.19%
<b>PERSONAL SERVICES</b>		<b>2,205,487</b>	<b>2,175,409</b>	<b>2,270,031</b>	<b>1,925,669</b>	<b>2,426,989</b>	<b>6.91%</b>
2051	OFFICE SUPPLIES	2,745	2,769	2,650	2,674	3,100	16.98%
2105	JANITORIAL SUPPLIES	700	750	800	614	960	20.00%
2107	TECHNICAL SUPPLIES	8,080	7,995	8,150	6,155	7,800	-4.29%
<b>SUPPLIES AND MATERIALS</b>		<b>11,525</b>	<b>11,515</b>	<b>11,600</b>	<b>9,442</b>	<b>11,860</b>	<b>2.24%</b>
3061	BLDG MAINT & CLEANING	8,300	7,655	8,300	6,205	8,300	0.00%
3091	TEMPORARY STAFF	0	0	0	0	2,500	ERR
3097	CDL TESTING	2,900	2,735	2,900	2,303	3,100	6.90%
3201	MEALS	400	50	400	95	400	0.00%
3202	LODGING	1,200	956	1,200	586	1,200	0.00%
3204	MILEAGE	4,100	5,408	4,400	3,980	4,600	4.55%
3205	PARKING	25	13	25	10	25	0.00%
3251	POSTAGE	1,400	2,349	2,000	1,306	2,000	0.00%
3252	LOCAL TELEPHONE	5,500	5,955	5,500	4,984	5,500	0.00%
3253	LONG DISTANCE TELEPHONE	400	253	400	162	400	0.00%
3302	PHOTOCOPY	3,500	2,828	3,500	2,036	3,100	-11.43%
3304	ADVERTISING	300	0	300	382	500	66.67%
3404	MISC DUES	700	550	800	695	850	6.25%
3412	MISC FEES	4,400	4,081	4,350	4,385	4,500	3.45%
3430	CDL LICENSE REIMBURSEMENT	250	416	350	343	400	14.29%
3451	INS.-PROP, CONTENTS, BOILER	3,760	3,221	4,600	3,422	4,100	-10.87%
3452	INS.-GENERAL LIABILITY	9,675	9,675	9,830	9,830	9,500	-3.36%
3453	INS.-AUTOMOBILE	61,280	52,055	53,000	57,842	57,800	9.06%
3454	INS.-PUBLIC OFF. & EMP.	7,500	2,518	8,100	2,583	12,000	48.15%
3455	BONDS	100	70	0	0	0	ERR
3464	FLOOD INSURANCE	2,580	1,491	2,700	1,513	1,900	-29.63%
3501	ELECTRICITY	5,400	5,212	5,400	4,305	5,400	0.00%
3502	NATURAL GAS	3,100	2,732	3,100	3,745	3,700	19.35%
3553	OFFICE EQUIPMENT REPAIR	1,600	614	1,250	935	1,250	0.00%
<b>OPERATING EXPENSES</b>		<b>128,370</b>	<b>110,835</b>	<b>122,405</b>	<b>111,647</b>	<b>133,025</b>	<b>8.68%</b>
4052	RIGHT-OF-WAY	98,000	98,000	105,000	105,000	112,000	6.67%
4176	SINK FND-PRIOR CONTRACTS	0	0	8,100	0	0	-100.00%
4202	OFFICE EQUIPMENT	3,300	1,136	2,950	618	3,900	32.20%
4218	ENGR AND TECH EQUIPMENT	4,050	4,050	4,100	3,868	4,600	12.20%
4301	ENGINEERING	19,000	18,915	17,500	17,500	24,000	37.14%
4303	APPRAISERS	14,000	14,000	17,000	16,500	19,000	11.76%
<b>CAPITAL OUTLAYS</b>		<b>138,350</b>	<b>136,101</b>	<b>154,650</b>	<b>143,486</b>	<b>163,500</b>	<b>5.72%</b>
<b>GRAND TOTAL EXPENDITURES</b>		<b>2,483,732</b>	<b>2,433,860</b>	<b>2,558,686</b>	<b>2,190,245</b>	<b>2,735,374</b>	<b>6.91%</b>



GENERAL ADMINISTRATION PERSONNEL 2005 FY BUDGET

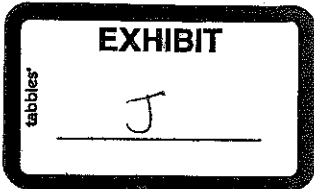
CLASS	CLASS TITLE	NAME	FISCAL 2004 BUDGETED	FISCAL 2005 PROJECTED	SALARY	FICA	PENSION	HEALTH/ LIFE INS	DENTAL INS	PEHP	OTHER
2711	CLERK TYPIST I	RILEY	35,087	35,914	25,816	1,975	2,014	4,982	477	650	0
2712	CLERK TYPIST II <small>Ret 12-31-04/16</small>	MERRY	37,515	44,434	31,459	2,407	1,552	4,837	225	3,954	0
		LOSCHEN	41,390	44,065	26,060	1,994	2,033	12,586	742	650	0
2831	ACCOUNT CLERK II	D HERGOTT	42,888	43,856	32,926	2,519	2,568	4,982	211	650	0
2335	ADM. SERVICES OFFICER	HUNT	67,041	69,720	51,225	3,919	3,996	9,459	211	910	0
4924	EQUIP. MECH. SUPV <small>Ret 2-1-05/23</small>	SHAFER	62,892	95,227	63,405	4,850	3,456	5,252	242	18,022	0
4945	DIST. MAINT. SUPERVISOR	MANSKE	67,827	73,368	51,217	3,918	3,995	12,586	742	910	0
		MAYER	63,007	69,385	47,837	3,579	3,731	12,586	742	910	0
		HALLA	63,007	65,357	51,325	3,926	4,003	4,982	211	910	0
		BAKER	63,007	65,357	51,325	3,926	4,003	4,982	211	910	0
4946	ASST. DIST. MAINT. SUPV.	K TenHULZEN	54,483	64,236	43,950	3,362	3,428	12,586	0	910	0
		K HEUSINKVELT	63,300	66,039	44,869	3,432	3,500	12,586	742	910	0
	<small>Ret 9-30-04/38</small>	DAHL	60,211	88,444	53,934	4,126	4,207	11,543	654	13,980	0
		OPEN	62,975	62,448	41,754	3,199	3,257	12,586	742	910	0
4961	SHOP SUPERVISOR	AUMAN	64,852	67,434	49,015	3,750	3,823	9,459	477	910	0
4985	ROAD MAINTENANCE SUPT.	JACOBS	78,811	81,851	61,733	4,723	4,815	9,459	211	910	0
7523	CIVIL ENGINEER IV	PLOUZEK	96,599	100,279	74,527	5,701	5,813	12,586	742	910	0
		DEARMONT	84,214	87,027	74,527	5,701	5,813	76	0	910	0
		PILLARD	96,428	100,338	74,266	5,681	5,793	12,586	742	910	360
9511	RIGHT-OF-WAY AGENT	MAHAN	52,359	54,321	46,198	3,534	3,603	76	0	910	0
9513	RIGHT-OF-WAY MANAGER	SHOTKOSKI	63,312	68,567	54,105	4,139	4,220	4,982	211	910	0
9811	ENGINEERING AIDE I	CABRALES	52,124	53,644	34,358	2,628	2,680	12,586	742	650	0
9842	DRAFTING TECHNICIAN II	BRINTON	52,100	53,750	37,388	2,860	2,916	9,459	477	650	0
9851	ENGINEERING TECHNICIAN I	LASSEK	52,988	54,386	42,229	3,231	3,294	4,982	0	650	0
		SCHRADER	58,420	59,892	42,708	3,267	3,331	9,459	477	650	0
		WHISMAN	57,707	59,340	42,229	3,231	3,294	9,459	477	650	0
		LITTLE	61,487	63,169	42,608	3,260	3,323	12,586	742	650	0
		HESER	45,290	46,914	32,612	2,495	1,300	9,440	742	325	0
9853	ENGINEERING TECHNICIAN II	D. OLSON	65,566	64,892	46,502	3,557	3,627	9,459	477	910	360
		HARDESTY	62,442	64,949	46,863	3,585	3,655	9,459	477	910	0
		GIEBELHAUS	53,239	55,089	46,863	3,585	3,655	76	0	910	0
		A. OLSON	53,830	54,004	37,382	2,860	2,916	9,459	477	910	0
9855	ENGINEERING TECHNICIAN III	SCHROEDER	64,844	67,522	53,382	4,084	4,164	4,982	0	910	0
7231	DEPUTY COUNTY SURVEYOR	WORRELL	87,356	96,124	73,823	5,647	5,758	9,509	477	910	0
8952	COUNTY ENGINEER	THOMAS	105,803	110,255	86,062	6,584	6,713	9,509	477	910	0
4704	CASUAL WORKER II (Stp-4Temp)	OPEN	0	2,691	2,500	191	0	0	0	0	0
TOTAL FY 2005 GENERAL ADM. FUND BUDGETED POSITIONS			2,194,401	2,354,288	1,718,982	131,426	130,249	296,183	14,577	62,151	720

## GENERAL FUND - GIS

BUDGET WORKSHEET FISCAL YEAR 2005							
CODE	CODE DESCRIPTION	FISCAL 2003	AMOUNT	FISCAL 2004	AMOUNT	FIS	
		BUDGETED	SPENT	BUDGETED	SPENT	BUDGET	INC/DEC
1053	REGULAR SALARIES	217,924	224,027	230,790	197,830	240,764	4.32%
1101	FICA	16,671	16,322	17,655	14,387	18,418	4.32%
1102	RETIREMENT	16,376	15,480	18,001	15,431	18,779	4.32%
1103	HEALTH & LIFE INSURANCE	41,138	45,493	48,408	41,918	52,199	7.83%
1105	WORKMAN'S COMP. INS.	16,743	16,743	17,300	17,300	16,500	-4.62%
1107	GROUP DENTAL INS	2,763	3,384	2,820	1,713	2,648	-6.10%
1108	LONG TERM DISABILITY INS	806	879	900	766	939	4.33%
1109	P.E.H.P.	1,384	1,420	3,250	3,006	4,030	24.00%
PERSONAL SERVICES		313,805	323,749	339,124	292,352	354,277	4.47%
2051	OFFICE SUPPLIES	200	178	250	0	250	0.00%
2107	TECHNICAL SUPPLIES	1,500	1,506	1,700	1,054	1,700	0.00%
SUPPLIES AND MATERIALS		1,700	1,684	1,950	1,054	1,950	0.00%
3076	OTHER CONTRACT SERVICES	0	0	0	0	0	ERR
3201	MEALS	250	188	600	217	600	0.00%
3202	LODGING	1,000	873	2,000	781	2,000	0.00%
3204	MILEAGE	800	442	1,200	256	1,200	0.00%
3205	PARKING	150	90	150	77	150	0.00%
3251	POSTAGE	100	0	0	0	0	ERR
3252	LOCAL TELEPHONE	250	233	250	196	250	0.00%
3253	LONG DISTANCE TELEPHONE	50	2	50	14	50	0.00%
3304	ADVERTISING	300	0	0	0	0	ERR
3404	MISC DUES	335	335	335	420	500	49.25%
3412	MISC FEES	1,800	2,016	1,300	705	1,000	-23.08%
3553	OFFICE EQUIPMENT REPAIR	53,780	51,512	46,242	53,591	57,000	23.26%
OPERATING EXPENSES		58,815	55,691	52,127	56,257	62,750	20.38%
4202	OFFICE EQUIPMENT	500	161	500	0	2,500	400.00%
4218	ENGR AND TECH EQUIPMENT	0	0	19,200	14,751	17,500	-8.85%
CAPITAL OUTLAYS		500	161	19,700	14,751	20,000	1.52%
GRAND TOTAL EXPENDITURES		374,820	381,284	412,901	364,414	438,977	6.32%

**GIS PERSONNEL 2005 FY BUDGET**

CLASS	CLASS TITLE	NAME	FISCAL 2004 BUDGETED	FISCAL 2005 PROJECTED	SALARY	FICA	PENSION	INS	DENTAL	PEHP	OTHER
7528	GIS MANAGER	LANGTRY	92,842	96,402	71,169	5,444	5,551	12,586	742	910	0
9853	ENG TECHNICIAN II	PENRY	64,699	67,466	46,105	3,527	3,596	12,586	742	910	0
9545	COMP & GIS RECORDS AS	ROBINSON	67,045	72,475	50,443	3,859	3,935	12,586	742	910	0
9845	GIS MAPPING TECH	KENDALL	42,967	45,649	34,479	2,638	2,689	4,982	211	650	0
		STORONSKIJ	53,371	54,846	38,568	2,950	3,008	9,459	211	650	0
TOTAL FY 2005 GIS GEN FUND FTE BUDGETED POS.			320,924	336,838	240,764	18,418	18,779	52,199	2,648	4,030	0



**INFORMATION SERVICES  
04/05 PROPOSED BUDGET  
HIGHLIGHTS-COUNTY BOARD**

	03/04	04/05	Inc (Dec)	
FTE's	41	41	0	
Operating	4,556,417	4,734,469	178,052	3.91%
PThru	554,446	560,632	6,186	1.12%
	5,110,863	5,295,101	184,238	3.60%

Major Capital Outlay Projects

Replace 9 year old mug shot system	160,000
HUB Equipment (expansion)	25,000
Fiber North 27th Loop	50,000 (w/ITS)
Fiber West Loop	50,000 (w/LES)
Backbone HUB expansion (Health/Fire)	20,000

Lancaster County Agricultural Society  
**General Fund Budget**  
 For the Fiscal Year Ended November 30, 2005

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6/2/04

Account No.	Description	Actual 2002/2003	Actual YTD 4/30/04	Projected 2003/2004	Budgeted 2003/2004	Budgeted 2004/2005
<b>INCOME - GENERAL AND FAIR</b>						
3001	County tax receipts	166,180	72,717	164,212	171,054	176,229
	Less: Co Treas. Comm.	(379)	(1,420)	(3,220)	(3,354)	(3,456)
	Net property taxes	165,801	71,297	160,992	167,700	172,773
	Motor-vehicle pro-rate	535			550	
	In-lieu	182			50	
	Total taxes	166,518	71,297	160,992	168,300	172,773
3002	Sales tax charged	0				
3910	Interest income	40	2	40		40
3915	Donations	0				
3920	Hog sales	8,614		9,100		9,600
3925	Family Night BBQ	1,867		2,000		2,100
3930	Entry fees	9,655		10,200		10,800
3955	Miscellaneous income	698	170	700		700
3960	Carnival income	5,841		1,650		1,700
3965	Sponsorship/advertising	4,630		4,900		5,200
3967	Rental income	0		0		
3968	Campground fees	0		0		
3969	Ticket sales	5,496		0		0
3970	Service charges	0		0		
3939	Vendor inc/booth rental	10,335		9,000		9,000
	Total local receipts	47,176	172	37,590	0	39,140
3985	Transfers in	0	0	25,600	26,500	32,200
	Income - Gen & fair	213,694	71,469	224,182	194,800	244,113
<b>INCOME - EVENT CENTER</b>						
	Income - Event Center	857,278	381,467	1,148,043	1,164,192	1,200,730
	Total income	1,070,972	452,936	1,372,225	1,358,992	1,444,843
<b>EXPENSES - GENERAL AND FAIR</b>						
4000	Premiums	24,747	23	26,200		27,800
4004	Office expenses	0	693	1,700		1,800
4005	Judges		195	8,500		8,500
4006	Misc show expense		40	100		100
4007	Fair helpers		5,150	15,500		15,500
4010	BBQ	2,519		2,520		2,520
4011	Watermelon feed			400		400
4015	Staff					
4016	Benefits					
4017	Payroll expense	46,172		48,900		51,800
4018	Fair Board expense		597	600		600
4019	Contracted labor					
4020	Postage	1,288	357	1,400		1,500
4025	Advertising	18,635	714	5,000		5,000
4030	Printing and publishing	4,708	1,443	5,000		5,300
4035	Dues and fees	703	175	700		700
4045	State Fair Board dues		150	360		400
4050	Rental building and equip	5,599		5,900		6,300
4055	Telephone	10,660		4,800		4,800
4056	Gas					

Lancaster County Agricultural Society  
**General Fund Budget**  
For the Fiscal Year Ended November 30, 2005

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Account No.	Description	Actual 2002/2003	Actual YTD 4/30/04	Projected 2003/2004	Budgeted 2003/2004	Budgeted 2004/2005
4056	Electricity			6,600		6,800
4057	Miscellaneous	2,064		2,200		2,300
4068	Water and sewer					
4065	Hog sale checks	8,802		9,300		9,900
4070	Awards dinner					
4074	Taxes and licenses	145		150		200
4075	Ribbons and awards			9,450		9,500
4080	Supplies	3,126		3,300		3,500
4081	Web site					
4085	Fair entertainment	25,570	5,400	6,000		6,000
4086	Contracted entertainment					
4087	Concert expense					
4095	Accounting	25,315	9,779	14,000		14,900
4096	Legal		1,035	7,500		7,700
4100	Insurance	12,737		13,500		14,300
4130	Repairs and maintenance	8,000		8,500		9,000
4131	Vehicle expense					
4132	Janitorial Supplies			1,500		1,500
4133	Other		55			
4135	Garbage hauling			1,500		1,500
4136	Travel	6,420				
4137E	Entertainment and meals	1,071	250	1,100		1,200
4137L	Lodging		1,115	2,676		2,800
4137T	Travel expense		169	2,400		2,400
4156	Interest expense					
4156	Capital outlay			5,800		5,800
	Equipment purchases					
	Capital improvements					
	Debt service					
4160	Bank fees and service chg					
4200	Miscellaneous					
4407	Superintendents					
4999	Transfers out					
	Expenses - General and Fair	208,281	27,340	223,056	0	232,320
<b>EXPENSES - EVENT CENTER</b>						
	Expenses - Event Center	808,756	371,302	1,122,397	1,297,997	1,168,528
<b>TRANSFERS OUT - EVENT CENTER</b>						
	Total expenses	1,017,037	398,642	1,371,053	1,324,497	1,433,048
	Net income	53,935	54,294	1,172	34,495	11,795

Lancaster County Agricultural Society  
**General Fund Budget - Event Center (Only)**  
 For the Fiscal Year Ended November 30, 2005

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Account No.	Description	Actual 2002/2003	Actual YTD 4/30/04	Projected 2003/2004	Budgeted 2003/2004	Budgeted 2004/2005
<b>INCOME - EVENT CENTER</b>						
	Overall income				1,164,192	
	Rental income	464,602	207,063	534,000		566,000
	Concessions	258,816	146,964	303,000		314,200
	Grants and donations	7,555		8,000		8,500
	Advertising and sponsorships	32,334	13,290	34,300		36,400
	Ticket commissions	2,280		2,400		2,500
	Security and labor charges	44,395	5,454	47,100		49,900
	Shavings	0	6,166	14,700		15,600
	Bedding and hay sales	42,392	1,179	44,900		47,600
	Miscellaneous income	4,805	680	5,100		5,400
	Interest income	99	58	100		100
	LCAS horse show	0	613	613		700
	Note proceeds			153,830		153,830
	Income - Event Center	<u>857,278</u>	<u>381,467</u>	<u>1,148,043</u>	<u>1,164,192</u>	<u>1,200,730</u>
<b>EXPENSES - EVENT CENTER</b>						
	Overall budget				1,204,824	
	Salaries	338,312	140,588	340,000		360,400
	Employee benefits	7,957	3,191	8,000		8,500
	Payroll tax expense	32,636	13,958	33,000		35,000
	Contract labor	4,309	825	4,560		4,800
	Advertising	6,237	5,944	6,600		7,000
	Dues and subscriptions	500		530		600
	Concessions expense	128,178	48,814	151,500		157,000
	Education	6,955	829	7,400		7,800
	Supplies and office expense	7,710	1,575	8,200		8,700
	Postage	0	258	620		700
	Rental, building and equipment	9,474	1,150	10,000		10,600
	Other show expenses	0	10,650	25,560		27,100
	Travel	2,911	1,724	3,090		3,300
	Meals	2,335	1,787	2,500		2,700
	Telephone and utilities	94,016	49,570	99,700		105,700
	Contracted entertainment	42,686		45,250		48,000
	Taxes and licenses	1,939	722	2,060		2,200
	Insurance	42,823	20,513	45,400		48,100
	Professional fees	8,225	2,585	8,720		9,200
	Bad debt expense	8,826		9,400		10,000
	Miscellaneous	540		570		600
	Depreciation	0				0
	Repairs and maintenance	44,170	44,245	46,800		49,600
	Garbage hauling	0	1,579	3,800		4,000
	Penalties and interest	0	4,289	4,289		4,500
	Capital outlay	0	10,114	10,114	11,211	10,700
	Bank charges	0	87	200		200
	Debt service - principal			215,327	81,962	215,910
	Debt service - interest exp	18,017	6,305	29,207		25,618
	Expenses - Event Center	<u>808,756</u>	<u>371,302</u>	<u>1,122,397</u>	<u>1,297,997</u>	<u>1,168,528</u>
<b>TRANSFERS OUT - EVENT CENTER</b>						
		0	0	25,600	26,500	32,200
	Net income	<u>48,522</u>	<u>10,165</u>	<u>46</u>	<u>(160,305)</u>	<u>2</u>

Lancaster County Agricultural Society  
**Joint Public Agency**  
 For the Fiscal Year Ended November 30, 2005

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Account No.	Description	Actual 2002/2003	Actual YTD 4/30/04	Projected 2003/2004	Budgeted 2003/2004	Budgeted 2004/2005
<b>INCOME</b>						
3001	County tax receipts	649,703	363,516	648,614	653,461	642,670
	Less: Co Treas. Comm.	(1,527)	(7,083)	(12,718)	(12,813)	(12,601)
	Net property taxes	648,176	356,433	635,896	640,648	630,069
	Interest income	18,392	0			
	Total income	666,568	356,433	635,896	640,648	630,069
<b>DEBT SERVICE</b>						
	Bond Principal	425,000	445,000	445,000	445,000	465,000
	Interest payments	205,113	97,836	185,660	185,660	165,069
	Other				552,824	0
	Total expenses	630,113	542,836	630,660	1,183,484	630,069
	Net income	36,455	(186,403)	5,236	(542,836)	0



Lancaster County Agricultural Society  
**Capital Projects**  
 For the Fiscal Year Ended November 30, 2005

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Account No.	Description	Actual 2002/2003	Actual YTD 4/30/04	Projected 2003/2004	Budgeted 2003/2004	Budgeted 2004/2005
<b>INCOME</b>						
3001	County tax receipts	61,710	113,514	268,636	279,829	272,523
	Less: Co Treas. Comm.	(3)	(2,224)	(5,266)	(5,487)	(5,344)
	Net property taxes	61,707	111,290	263,370	274,342	267,179
	Interest income	2,976	1	1		
	Donations	4,785	2,960	5,100		
	Miscellaneous	9,033		0		
	Transfers in	0	0	0		
	Total income	78,501	114,251	268,471	274,342	267,179
<b>EXPENSES</b>						
	Phone system		10,418	10,418		
	Blinds		316	316		
	Security gate		1,229	1,229		
	Sidewalk		10,813	10,813		
	Seed		129	129		
	Dirt work		900	900		
	Concrete PVII show office			16,750	16,750	0
	Concrete PVII alleys			25,000	25,000	0
	Concrete MPA east & west sides			6,250	6,250	0
	Safety aprons			5,000	5,000	0
	Building modifications			41,819	71,495	0
	Parking light poles			33,000	33,000	0
	Facility signs			68,500	68,500	0
	Rock for parking lots			12,700	12,700	0
	Resurface Amy's arena			19,500	19,500	0
	Landscaping			16,147	16,147	0
	Concrete MPA east side					10,865
	Security system					12,720
	Lincoln room concession stand					6,360
	Thermal well field					33,900
	Campground expansion & parking					66,144
	Landscaping					16,250
	Light Poles					16,000
	Re-stripe parking lot					8,480
	Heater upkeep					26,500
	Painting					3,180
	Lincoln room floor					9,010
	Sheet metal work					8,480
	Passage doors					4,240
	Overhead door					12,720
	Lighting					5,300
	Sprinkler system					2,120
	Fire extinguishers					530
	Carpet cleaning					2,650
	PA system upgrade					1,590
	Fire alarm system upgrade					6,360
	Plumbing repair					8,480
	Electric repair					5,300
	Supplies		374			
	Bond/note principal	29,597				
	Interest expense	8,294				
	Professional fees	3,589				

Lancaster County Agricultural Society  
**Capital Projects**  
 For the Fiscal Year Ended November 30, 2005

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Account No.	Description	Actual 2002/2003	Actual YTD 4/30/04	Projected 2003/2004	Budgeted 2003/2004	Budgeted 2004/2005
	Miscellaneous	52				
	Repairs and maintenance	1,985				
	Transfers out	0				
	<b>Total expenses</b>	<b>43,891</b>	<b>23,805</b>	<b>268,471</b>	<b>274,342</b>	<b>267,179</b>
	<b>Net income</b>	<b>34,610</b>	<b>90,446</b>	<b>0</b>	<b>0</b>	<b>0</b>



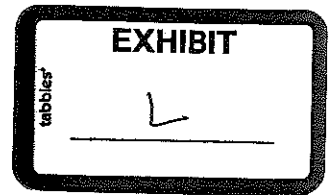
**CITY OF LINCOLN  
NEBRASKA**

**MAYOR COLEEN J. SENG**

www.ci.lincoln.ne.us

Lincoln City Libraries  
Carol J. Connor, Director  
136 South 14th Street  
Lincoln, Nebraska 68508-1899  
402-441-8500

fax: 402-441-8586  
library@mail.lcl.lib.ne.us  
www.lcl.lib.ne.us



**DATE:** June 3, 2004  
**TO:** Ray Stevens, Chair  
Lancaster County Board of Commissioners  
**FROM:** *Carol J. Connor*  
Carol J. Connor, Library Director  
**SUBJECT:** Funding for Contract for Library Services  
Fiscal Year 2004-2005

The funding request for the Library Services Contract with Lancaster County for fiscal year 2004-2005 is \$634,047. The amount of \$15,485 represents a 2.5% increase over fiscal year 2003-2004 funding of \$618,562. The amount requested represents 9.87% of projected property tax funding for the Library Operation Fiscal Year 2004-2005 budget. This percentage (9.87%) is based on the 2000 census population figure of 24,710 for Lancaster County excluding Lincoln residents. The Polley Music Library and the Heritage Room service are funded with income from private trusts.

The services provided through the contract are: access to all the services and collections at Bennett Martin Public Library, Anderson, Arnold Heights, Bethany, Eiseley, Gere, South and Walt branch libraries, Home Outreach by Mail, summer reading programs, biweekly bookmobile service at 11 county sites, remote access to library catalog and databases via the Internet. A sampling of these databases includes ReferenceUSA, Business and Company Resource Center, Kiplinger Business Forecasts, Wilson OmniFile, The Literature Resource Center, Kids InfoBits, AncestryPlus, EBSCO MasterFile Elite (periodicals), Health and Wellness Resource Center, Hoover's Online and Informe.

The 2003 Summer Reading County Outreach program was held at seven county sites. Over the eight-week period of that program, attendance totaled 582 children. This summer's program, "Discover New Trails @ Your Library!" is available at Davey, Denton, Hickman, Holland, Panama, Raymond and Roca and includes storytelling, books for checkout, craft activities and distribution of summer reading materials. Bookmobile "Plus" service is available at the Rokeby and Cheney bookmobile stops which includes storytelling and craft activities one hour prior to the arrival of the bookmobile.

Ray Stevens  
June 3, 2004  
Page 2

Library card registration of residents living outside Lincoln but within Lancaster County is 11,680. This represents 6.76% of registered borrowers as of May 31, 2004. Last fiscal year county circulation reached 250,525 which represents 8.30% of the total circulation of 3,016,439. County circulation increased 17.2% in fiscal year 2002-2003 when compared to fiscal year 2001-2002 circulation.

A copy of the Library Services Contract is attached. If I can provide additional information, please contact me. Thank you for your consideration of this request.

CJC/bh

cc: Lancaster County Board of Commissioners  
Library Board (memo only)  
David Kroeker, Director, Budget & Fiscal  
Steve Hubka, City Budget Officer

THIS AGREEMENT, made and executed this 6<sup>th</sup> day of August, 1974,  
 by and between the County of Lancaster, hereinafter referred to as the party of the  
 first part and the Library Board, City of Lincoln, Nebraska, hereinafter referred  
 to as the party of the second part is in accordance with Chapter 51, Article 2  
 Reissue Revised Statutes of Nebraska, 1943. The purpose of this agreement is to  
 provide for the utilization of the Lincoln City Libraries by the party of the first  
 part, to detail services to be performed and to establish adequate compensation  
 for the use of such facilities.

TO WIT:

The party of the first part agrees to compensate the party of the second part  
 by annual appropriation on the basis of a proposed annual budget submitted by the  
 party of the second part. Such funds are to be raised pursuant to applicable  
 Nebraska statutes.

In return for such compensation the party of the second part agrees to fulfill  
 the following library functions and thus opens its facility to the party of the  
 first part:

1. To provide circulation services to include, book, non-book, and  
 audio-visual collections;
2. To provide reference and bibliographic research;
3. To provide such library services during regular library hours;
4. To provide any other services which are performed for residents  
 of the City of Lincoln, Nebraska; and,
5. To provide such reports as the party of the first part may deem  
 necessary and appropriate.

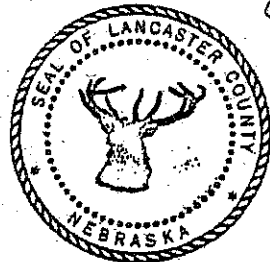
The duration of this agreement is perpetual but may be terminated by either  
 party by a 90 day written notice of such termination. The Library Board, City of  
 Lincoln, Nebraska, is established pursuant to Chapter 51, Article 2, Reissue Revised  
 Statutes of Nebraska 1943.

The purpose of this agreement is to provide free library services to residents  
 of Lancaster County outside the City of Lincoln. The financing of this agreement  
 shall be implemented through a tax collected by the party of the first part pursuant  
 to Section 51-201 Reissue Revised Statutes of Nebraska, 1943, 1972 Cum. Supp. A  
 budget shall be maintained and administered by the party of the second part.

WITNESSES:  
 In presence of, the 12 day of August 1974  
 at 1:30 o'clock P. M., Film No. 74-3105  
Carl S. Hartman  
 County Clerk Deputy

IN WITNESS WHEREOF, the County Board of Commissioners, Lancaster County, Nebraska, and the Library Board, City of Lincoln, Nebraska have caused this agreement to be executed this 16<sup>th</sup> day of August, 1974.

11553  
C



[Signature]  
Commissioner, Lancaster County, Ne

[Signature]  
Commissioner, Lancaster County, Ne

[Signature]  
Commissioner, Lancaster County, Ne

[Signature]  
Library Board, City of Lincoln, Ne

APPROVED AS TO FORM  
[Signature]  
City Attorney

APPROVED AS TO FORM  
[Signature]  
County Attorney

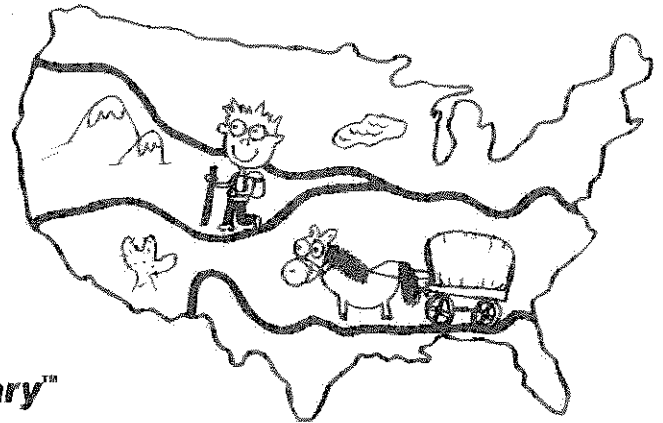
LINCOLN CITY LIBRARIES  
Information Pamphlets 2004

EXHIBIT  
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# Discover New Trails @ Your Library

Lincoln City Libraries Lincoln, Nebraska

## Summer Reading Program June 1 - July 31, 2004



### Sign Up for *Discover New Trails @ your library*™

**SUMMER READING BOOKLETS** will be available through all Lincoln City Libraries, the Bookmobile, various outreach sites, and in most Lincoln Public Schools elementary library media centers. Visiting the library or media center, reading books and completing reading-related activities will help you earn a *Discover New Trails @ your library*™ tote bag and a State Fair "Read & Win" Winner's Packet. You may read library books, your own books, any books you choose! Booklets, stickers, stamps, and activity sheets are available whenever the library is open. Children of all ages may participate. This reading program is in cooperation with Lincoln Public Schools with additional help from the Nebraska State Fair and the Lincoln City Library Foundation.

#### RAP - Read Aloud Please

Read Aloud Please is a group program that encourages **first, second and third graders** to enjoy reading aloud with a partner. We ask that a child chooses a reading partner, someone like a parent, older sibling or grandparent. Groups of children and their partners will meet five times, once a week, starting in June at the branch library of their choice. The branch library youth specialist will read aloud from the book and lead the group in book-related activities. Copies of that book will be made available so that children and their partners may check out a copy to finish reading aloud together.

**Ages: First, second, and third graders**

**Dates: June and July - Schedule varies by branch library.**

**Look for information on the yellow flyer, or check out the library's website: [www.lcl.lib.ne.us](http://www.lcl.lib.ne.us)**

**Space is limited; pre-registration is required & starts on April 15, 2004.**

#### Reading Together

Reading Together is a group program that gives **fourth, fifth and sixth graders** an opportunity to join a book discussion group made up of both children and adults. Each child will be encouraged to choose a reading partner, such as a parent, grandparent, or older sibling. Children and their partners will read the designated book before each group meeting. A trained facilitator will lead the discussion. Groups will meet once a week for five weeks. The first meeting will be an orientation and all books will be checked out at that time.

**Ages: Fourth, fifth, and sixth graders**

**Dates: June and July - Schedule varies by branch library.**

**Look for information on the yellow flyer, or check out the library's website: [www.lcl.lib.ne.us](http://www.lcl.lib.ne.us)**

**Space is limited; pre-registration is required & starts on April 15, 2004.**



#### Discover PAWS FOR READING @ your Library!

A new type of storytime has come to Lincoln City Libraries — the kind where kids do the reading aloud, and the audience has four legs!

**Paws for Reading** is a program to help kids ages 6 to 12 who are experiencing reading difficulties, or who just need to practice reading. Paws Up! Certified Therapy Dogs and their handlers are partnered with children who polish their skills by reading aloud to a dog. Children read to dogs in 20-minute shifts, once a week for six weeks.

**Paws for Reading** will be available at Eiseley Branch Library, 441-4250 on Tuesday mornings and Thursday evenings, June 22 to July 29, and at South Branch Library, 441-8570, on Tuesday mornings and Tuesday evenings, June 15 to July 20. Pre-registration is required by calling the branch library where you would like to participate.

*This program in cooperation with Paws Up Certified Therapy Dogs.*

**For more information on the Summer Reading Program, call your branch library or the Youth Services Department at 441-8566.**

#### Summer Reading City and County Outreach Programs

For information on city and county Summer Reading outreach sites, contact 441-8546.

#### Summer Reading Volunteers

We are seeking volunteers to help children with the *Discover New Trails @ your library*™ Summer Reading Program. Lincoln City Libraries is looking for students who will be sixth, seventh, or eighth graders in the fall of 2004. We need good listeners who enjoy working with children and who have at least one hour per week to volunteer. Ask your school media specialist for a volunteer form. (This form will also be available at each of the Lincoln City Libraries.) Bring the completed form to the training session at the branch where you want to volunteer. Please check the form for dates and times of training. **Registration begins on April 15th at each library location.** We recommend that you sign up early to get a time that works best for you.

#### Lincoln Public Schools - Elementary Library Media Centers

Most Lincoln Public Schools elementary library media centers will be open this summer during June and July. Check with your school media specialist for dates and times. Children who wish to check out materials from Lincoln Public Schools sites need to have registration card signed by a parent. Children who do not attend Lincoln Public Schools may also register.



# 2004 SUMMER READING EVENTS

## Discover New Trails @ Your Library

All events are free of charge. Unless noted otherwise, events are designed for elementary-aged children.

### ANDERSON BRANCH LIBRARY

3635 Touzalin Avenue \* 441-8540

#### Cowboy Rhythm!

Tuesday, June 8, 2:00 p.m.

Saddle up partners! Sit back and listen to Cowboy Rhythm, poetry and yodeling. You might even learn to yodel yourself. *The Nebraska Humanities Council (NHC) provides major funding for this program. The NHC receives support from the National Endowment for the Humanities, the Nebraska State Legislature, the Nebraska Cultural Endowment and private donations.*



#### Align Your Spine!

Tuesday, June 15, 2:00 p.m.

Certified yoga instructor, Judy Olivetti, will teach a beginning yoga class for teens only. Come discover what yoga is all about. Be sure to wear comfortable clothing! Pre-registration and parental permission form required.

#### Lewis and Clark's Corps of Discovery Through the Eyes of a Crew Member

Wednesday, June 23, 10:30 a.m.

Dale Clark, of Traveling Historical Programs, Inc., will feature a presentation by a fictional member of the Corps, as if it were just a few days after returning to the United States from the Expedition. As he unpacks his chest of mementos, he reminisces with the audience about the 28-month journey.

#### The Road to Anderson Library!

Wednesday, June 30, 2:00 p.m.

It's a movie day! Join us at Anderson Library for an animated Aztec adventure. Refreshments will be served.

#### Trail of Memories - Scrapbooking

Wednesday, July 7, 2:00 p.m.

Always wondered how to organize those old photos? Marcy will show you how. We'll provide the supplies, and you bring a few pictures. Be prepared to leave with an awesome page! For those in elementary and middle school.

#### To Infinity and Beyond

Wednesday, July 14, 2:00 p.m.

Hyde Observatory volunteer, Dave Hamilton, will present a fun and factual program on Mars, the Rover, and beyond.

#### Paper A-Plenty!

Wednesday, July 21, 2:00 p.m.

Learn fun ways to be creative with paper. We'll focus on one special technique, such as folding, cutting, or stamping. Presented by members of the Lancaster County 4-H Program.

#### Jeff Quinn the Magician!

Monday, July 26, 3:00 p.m.

Jeff Quinn returns to Lincoln with his fun-filled magic show. Come ready to enjoy plenty of family-oriented humor, interesting facts about the Lewis & Clark expedition, and some terrific magic!

### ARNOLD HEIGHTS BRANCH LIBRARY

3815 NW 54th Street \* 441-8580

#### Have a Hoot @ your Library!

Thursday, June 10, 2:00 p.m.

Becky Witulski from the Pioneers Park Nature Center will bring an owl to the library for kids to see and learn all about. This hands-on program will also explore the science of what owls in Lincoln are eating.

#### Wild in Nebraska!

Thursday, June 17, 2:30 p.m.

Come and learn about the creatures native to our state and how to track and spot them. A special Nebraska critter will be our guest. Presented by members of the Lancaster County 4-H Program.



**Special End of Summer Celebrations! Jeff Quinn the Magician!**  
Jeff Quinn returns to Lincoln with his fun-filled magic show. Come ready to enjoy plenty of family-oriented humor, interesting facts about the Lewis & Clark expedition, and some terrific magic!

#### Monday, July 26

- ▷ Eiseley Library, 1530 Superior Street, 10:15 a.m., repeating at 11:30 a.m.
- ▷ Bennett Martin Library, 14th and N Streets, 1:00 p.m.
- ▷ Anderson Branch Library, 3635 Touzalin Avenue, 3:00 p.m.

#### Tuesday, July 27

- ▷ South Branch Library, 2675 South Street, 10:30 a.m.
- ▷ Walt Branch Library, 6701 S. 14th Street, 1:00 p.m.
- ▷ Gere Branch Library, 2400 S. 56th Street, 2:30 p.m.



#### Make and Take a Beaded Wrist Band

Tuesday, July 20, 2:00 p.m.

Design and create a beaded wrist band, which you can wear home! Tonia, of Family Jewels, will supply everything you need to make one band. Tonia will also share interesting information about beads. Please pre-register by calling 441-8580. Recommended for age six and older.

### BENNETT MARTIN PUBLIC LIBRARY

136 S. 14th Street (held in the fourth floor auditorium) \* 441-8566

#### On the Trail of Wright Morris Photography

(four sessions; participants should plan to attend all)

Thursdays, June 10, July 1 and July 15, 2:00 p.m.  
and Monday, July 19, 7:00 p.m.

Please pre-register by calling 441-8566

**Session 1:** Participants will be introduced to the idea of inhabited photography. They will be shown numerous examples produced by Wright Morris. Tips on good, basic photography will also be presented.

**Session 2:** Participants will share inhabited photographs they have taken. The group will help select favorites to enlarge for upcoming exhibit.

**Session 3:** Participants will prepare exhibit of enlarged inhabited photographs by mounting on backgrounds and making placards containing titles and names of photographers.

**Session 4:** Exhibition w/cookies and beverage. Open house venue.

**Note:** Participants will be responsible for furnishing their own cameras and will incur the costs of black and white film, processing, and enlargements.

#### Paper a-Plenty!

Monday, June 14, 2:30 p.m.

Learn fun ways to be creative with paper. We'll focus on one special technique, such as folding, cutting, or stamping. Presented by members of the Lancaster County 4-H Program.

#### Lewis and Clark's Corps of Discovery Through the Eyes of a Crew Member

Monday, June 21, 1:30 p.m.

Dale Clark, of Traveling Historical Programs, Inc., will feature a presentation by a fictional member of the Corps, as if it were just a few days after returning to the United States from the Expedition. As he unpacks his chest of mementos, he reminisces with the audience about the 28-month journey.

#### Animal Clues: Identifying Nebraska Mammals

Monday, June 28, 2:30 p.m.

Children will learn about mammals through seeing their tracks, skulls, and fur in this presentation by the Nebraska Game and Parks Commission.

#### Creation Stations

Monday, July 12, 2:30 p.m.

Children of all ages are invited to get creative at various arts and crafts stations.

#### Jeff Quinn the Magician!

Monday, July 26, 1:00 p.m.

Jeff Quinn returns to Lincoln with his fun-filled magic show. Come ready to enjoy plenty of family-oriented humor, interesting facts about the Lewis & Clark expedition, and some terrific magic!

## 2004 SUMMER READING EVENTS

# Discover New Trails @ Your Library

### BETHANY BRANCH LIBRARY

1810 North Cotner Blvd. \* 441-8550

#### Wild in Nebraska!

Wednesday, June 9, 2:00 p.m.

Come and learn about the creatures native to our state and how to track and spot them. A special Nebraska critter will be our guest. Presented by members of the Lancaster County 4-H Program.

#### Animal House!

Thursday, June 24, 2:00 p.m.

Donna Bode of the Capital Humane Society will talk about taking care of your pets. Come and see a special animal visitor, too.

#### Bethany Library Craft Week

Tuesday, July 6, through Saturday, July 10

From covered wagons to coonskin hats, discover crafts you never thought to do before!

#### Trail of Threads - the Art of Friendship Bracelets

Thursday, July 8, 2:00 to 4:00 p.m.

Need a quick gift for a friend? Local resident, Maddie Davis, will show individuals how to make this special keepsake. For those in elementary and middle school.

#### Buggin' Out at Bethany Library

Thursday, July 22, 2:00 p.m.

Join us for an animated movie all about the adventures of an insect. Refreshments will be served.

### EISELEY BRANCH LIBRARY

1530 Superior Street \* 441-4250

#### Trick Roping on the Wild West Show

Monday, June 7, 2:00 p.m.

Miss Joan Wells will perform trick roping with music. She will also demonstrate specific tricks and give a couple of kids a chance to spin the rope. This will be followed by a storytime and craft time. For those in elementary school and older.

#### Meet the Miniature Horses!

Wednesday, June 9, 2:00 p.m.

Duane and Marjorie will show two miniature horses in the Bookmobile Garage (north end of the Eiseley Library). Children will have an opportunity to pet the miniature horses.

#### Plains Indians' Heritage

Wednesday, June 16, 2:00 p.m.

Phyllis Stone, the granddaughter of a Rosebud Sioux Chief, will share the history and symbolism of items in her trunk. Learn from the past with this interesting presentation. Recommended for those in third grade and older.

#### Native American Stories

Wednesday, June 16, 2:00 p.m.

Come hear some great Native American stories and make some really fun crafts! For those in preschool through second grade.

#### Lewis and Clark's Corps of Discovery Through the Eyes of a Crew Member

Monday, June 21, 10:15 a.m., repeating at 11:30 a.m.

Dale Clark of Traveling Historical Programs Inc. will feature a presentation by a fictional member of the Corps, as if it were just a few days after returning to the United States from the Expedition. As he unpacks his chest of mementos, he reminisces with the audience about the 28-month journey.

#### American Heroes & Legends Movie Day!

Wednesday, June 23, 2:00 p.m.

Join us to learn about American heroes, Sacagawea and Johnny Appleseed.



#### Get Tattooed @ your Library!

Saturday, June 26, 2:00 to 4:00 p.m.

Come learn about the eastern tradition of henna tattoos. Jacqueline Barnhardt will tell about the history and practice of mehndi, the art of henna tattoos. Those in the audience between the ages of 11 and 18 are welcome to stay and receive their own henna tattoo.

#### Wild in Nebraska!

Wednesday, June 30, 2:00 p.m.

Come and learn about the creatures native to our state and how to track and spot them. A special Nebraska critter will be our guest. Presented by members of the Lancaster County 4-H Program.

#### Incredible Animal Journeys Movie Day

Wednesday, July 7, 2:00 p.m.

Join us to watch the story of two dogs and a Siamese cat who traverse 200 miles of Canadian wilderness in their struggle to return to their home and family.

#### Paper Wizardry

Thursday, July 8, 2:00 p.m., repeating at 3:00 p.m.

Local artist, Bob Ramos, will display and demonstrate his unique brand of origami. He will teach a few cool sculptures so you can "get into the fold." Paper will be provided. Space is limited, so sign up early by calling 441-4258. For ages six and up.

#### Discover YogaKids!

Wednesday, July 14, 2:00 p.m.

Bend your body, stretch your brain, and feel your best! Certified YogaKids instructor, Judi Olivetti, will lead kids through a fun and multi-sensory program with yoga poses, stories, and creative crafts. Pre-registration and parental permission form required.

#### Food Factor!

Saturday, July 17, 2:00 p.m.

How brave are you? Do you have an iron stomach? Participants in this program will be divided into teams and challenged to eat a variety of foods. Pre-register by calling 441-4258. For those aged 11 to 18.

#### Pets, Plush, and Prizes!

Wednesday, July 21, 2:00 p.m.

Come see if you have what it takes to be a pet owner. The Capital Humane Society will talk about pet responsibilities. Afterwards, we will read Ezra Jack Keats' Pet Show. Bring your favorite stuffed animal for Eiseley Library's own "pet show."

#### Jeff Quinn the Magician!

Monday, July 26, 10:15 a.m., repeating at 11:30 a.m.

Jeff Quinn returns to Lincoln with his fun-filled magic show. Come ready to enjoy plenty of family-oriented humor, interesting facts about the Lewis & Clark expedition, and some terrific magic!

#### See Spots @ your Library!

Thursday, July 29, 2:00 p.m.

Join us in viewing a classic movie with almost more dogs than you can count! And they don't want to be made into coats!

### GERE BRANCH LIBRARY

2400 S. 56th Street \* 441-8560

#### Adventures with Wild Animals!

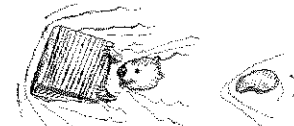
Thursday, June 17, 10:30 a.m., noon, 1:30 p.m.

Wildlife Learning Encounters of Gretna will bring a variety of wild animals to the library and share information regarding the animals and the protection of their natural habitat.

#### Lewis and Clark's Corps of Discovery Through the Eyes of a Crew Member

Wednesday, June 23, 2:30 p.m.

Dale Clark, of Traveling Historical Programs, Inc., will feature a presentation by a fictional member of the Corps, as if it were just a few days after returning to the United States from the Expedition. As he unpacks his chest of mementos, he reminisces with the audience about the 28-month journey.



# 2004 SUMMER READING EVENTS

## Discover New Trails @ Your Library

### **GERE BRANCH LIBRARY continued**

#### **Tales Heard by the West Wind** Thursday, July 1, 10:30 a.m.

Bring your imagination as we share stories from west of the Mississippi River.

#### **Paper a-Plenty!**

#### Thursday, July 8, 10:30 a.m.

Learn fun ways to be creative with paper. We'll focus on one special technique, such as folding, cutting, or stamping. Presented by members of the Lancaster County 4-H Program.

#### **Climbing Your Family Tree**

#### Thursday, July 15, 10:30 a.m.

Take a trip into your past and learn how to research your family's history.

#### **Jeff Quinn the Magician!**

#### Tuesday, July 27, 2:30 p.m.

Jeff Quinn returns to Lincoln with his fun-filled magic show. Come ready to enjoy plenty of family-oriented humor, interesting facts about the Lewis & Clark expedition, and some terrific magic!

### **SOUTH BRANCH LIBRARY**

2675 South Street \* 441-8570

#### **South Library's Monday Movie Matinee!**

#### Mondays, June 7, 14, 21, 28, July 12, 19, and 26 at 2:00 p.m.

Come and watch a fun family movie together at the library.

#### **Sing Along the Trail with Chris Sayre**

#### Tuesday, June 8, 2:30 p.m.

Come and hear Chris Sayre perform trail songs using a variety of several musical instruments.

#### **Come Fly with Us!**

#### Tuesday, June 22, 2:00 p.m.

Come learn all about the Lincoln City Airport and the exciting things that happen there.

#### **Learn About Taekwondo**

#### Tuesday, June 29, 2:30 p.m.

Come learn about Taekwondo! The Taekwondo Academy will demonstrate what this martial art is all about.

#### **The Mysterious Chess Wizard**

#### Tuesday, July 6, 2:00 to 4:00 p.m.

The mysterious chess wizard will offer a brief history of chess, including many interesting and amusing anecdotes. He will discuss Chinese chess and teach attendees how to play it. Also, he will offer simultaneous chess and speed chess demonstrations.

#### **Insectigations**

#### Tuesday, July 13, 2:00 p.m.

This is your chance to observe insects. Our friends from the Pioneers Park Nature Center will tell all about insects and their life cycles.

#### **Paper a-Plenty!**

#### Tuesday, July 20, 2:30 p.m.

Learn fun ways to be creative with paper. We'll focus on one special technique, such as folding, cutting, or stamping. Presented by members of the Lancaster County 4-H Program.

#### **Jeff Quinn the Magician!**

#### Tuesday, July 27, 10:30 a.m.

Jeff Quinn returns to Lincoln with his fun-filled magic show. Come ready to enjoy plenty of family-oriented humor, interesting facts about the Lewis & Clark expedition, and some terrific magic!

**Looking for summer library programs for TEENS?**

**Ask for the green flyer!!!**

**Or, check the library's website: [www.lcl.lib.ne.us](http://www.lcl.lib.ne.us)**

### **Lewis and Clark's Corps of Discovery** **Through the Eyes of a Crew Member**

Dale Clark, of Traveling Historical Programs, Inc., will feature a fictional member of the Corps, as if it were just a few days after returning to the United States from the Expedition. As he unpacks his chest of mementos, he reminisces with the audience about the 28-month journey.

#### **Monday, June 21**

► Eiseley Branch Library, 1530 Superior Street, 10:15 a.m., repeating at 11:30 a.m.

► Bennett Martin Library, 14th and N Streets, 1:30 p.m.

#### **Wednesday, June 23**

► Anderson Branch Library, 3635 Touzalin Avenue, 10:30 a.m.

► Walt Branch Library, 6701 S. 14th Street, 1:00 p.m.

► Gere Branch Library, 2400 S. 56th Street, 2:30 p.m.

### **WALT BRANCH LIBRARY** 6701 S. 14th Street \* 441-4460

#### **Discover the Stars!**

#### Tuesday, June 1, 7:00 p.m.

Sign up for the 2004 Summer Reading Program and discover the stars while we read stories and "camp-out" in the library. Bring your pillows and blankets!

#### **Discover Quilting!**

#### Monday, June 7, 7:00 p.m.

Bring the family and learn about the art and history of quilting. Enjoy some well-sewn stories followed by a trunk show and quilting crafts for kids.

#### **Discover Trail Tales!**

#### Thursday, June 10, 2:30 p.m.

Kids! You are needed to help guest storyteller, Jose Lovato, tell his stories from the Native American tradition. Join us on this trail of tales and make a souvenir.

#### **Discover YogaKids!**

#### Thursday, June 17, 2:30 p.m.

Bead your body, stretch your brain, and feel your best! Certified YogaKids instructor, Judi Olivetti, will lead kids through a fun and multi-sensory program with yoga poses, stories, and creative crafts. Pre-registration and parental permission form required.

### **Discover America's West: Lewis and Clark's Corps of** **Discovery Through the Eyes of a Crew Member**

#### Wednesday, June 23, 1:00 p.m.

Dale Clark, of Traveling Historical Programs, Inc., will feature a presentation by a fictional member of the Corps, as if it were just a few days after returning to the United States from the Expedition. As he unpacks his chest of mementos, he reminisces with the audience about the 28-month journey.

#### **Discover Cowboys!**

#### Thursday, June 24th at 2:30 p.m.

Yee-Haw! Put on your hats and boots and mosey on over! Cowboy crafts will be available all day with a movie special at 2:30.

#### **Discover Independence Day!**

#### Thursday, July 1, 2:30 p.m.

Start July off with a BANG! Create your own star-spangled projects throughout the day and join the band at 2:30 for a patriotic storytime and sing along.

#### **Discover Flight!**

#### Thursday, July 15, 2:30 p.m.

Take off with the Magic School Bus and learn how airplanes fly! Upon landing, stay to build and fly your own paper airplane.

#### **Discover What's Wild in Nebraska!**

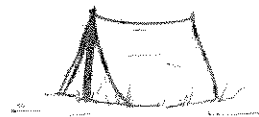
#### Thursday, July 22, 2:30 p.m.

Come and learn about the creatures native to our state and how to track and spot them. A special Nebraska critter will be our guest. Presented by members of the Lancaster County 4-H Program.

#### **Jeff Quinn the Magician!**

#### Tuesday, July 27, 1:00 p.m.

Jeff Quinn returns to Lincoln with his fun-filled magic show. Come ready to enjoy plenty of family-oriented humor, interesting facts about the Lewis & Clark expedition, and some terrific magic!

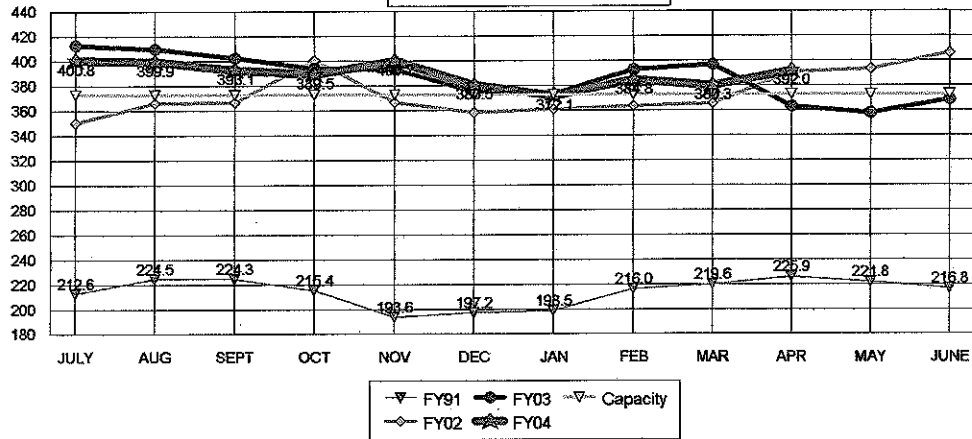


**LANCASTER COUNTY CORRECTIONS  
SUMMARY ANALYSIS OF REQUESTED BUDGET**

**EXHIBIT**  
N

	FY04 ADOPTED	FY05 REQUEST	--CHANGE--	
			AMOUNT	PERCENT
<b>PERSONAL SERVICES</b>	<b>\$6,682,050</b>	<b>\$7,144,950</b>	<b>\$462,900</b>	<b>6.93%</b>
Merit and cost-of-living increases			\$209,150	4.7%
Health & dental insurance premium increases			\$77,300	8.9%
FICA & Pension increases			\$43,300	6.1%
On-call increase			\$155,350	74.0%
Workers compensation & unemployment decrease			(\$23,250)	-17.4%
<b>SUPPLIES</b>	<b>\$426,750</b>	<b>\$455,800</b>	<b>\$29,050</b>	<b>6.81%</b>
Pharmaceutical costs			\$10,000	4.0%
Various supply increases to address population needs			\$19,050	10.8%
<b>OTHER SVS &amp; CHGS</b>	<b>\$1,943,200</b>	<b>\$2,087,650</b>	<b>\$144,450</b>	<b>7.43%</b>
<b>PRE-ARCHITECTURAL DESIGN</b>			<b>\$116,000</b>	<b>188.6%</b>
Data Processing - check-writing, mugshot systems			\$24,750	17.3%
<b>CAPITAL OUTLAY</b>	<b>\$184,100</b>	<b>\$182,650</b>	<b>(\$1,450)</b>	<b>-0.79%</b>
Vehicle		\$23,000		
Jail facility renovations		\$42,000		
Food service equipment		\$38,550		
Radio equipment supplies		\$1,250		
Offender furnishings & bunks		\$4,400		
LCF facility improvements and furnishings		\$25,800		
LCF video equipment		\$14,000		
Computer equipment		\$16,900		
Security gear		\$1,800		
Medical equipment		\$3,550		
Training, recruitment equipment		\$5,000		
Laundry & cleaning equipment		\$1,200		
Inmate programs & recreational equipment		\$3,200		
Maintenance and construction program tools		\$2,000		
<b>DEBT SERVICE</b>	<b>\$45,000</b>	<b>\$67,500</b>	<b>\$22,500</b>	<b>50.00%</b>
NACO Debt Service-LCF HVAC additional payment				
<b>TOTAL EXPENDITURES</b>	<b>\$9,281,100</b>	<b>\$9,938,550</b>	<b>\$657,450</b>	<b>7.08%</b>
<b>REVENUE BUDGET</b>	<b>\$2,248,000</b>	<b>\$2,300,000</b>	<b>\$52,000</b>	<b>2.31%</b>
Elimination of federal housing contracts			(\$5,000)	-8.3%
SCAAP federal reimbursement program			\$41,000	N/A
Contractual renegotiations/ work release revenues			\$14,000	5.6%
Net other revenue changes			\$2,000	0.1%
<b>NET IMPACT</b>	<b>\$7,033,100</b>	<b>\$7,638,550</b>	<b>\$605,450</b>	<b>8.61%</b>
				04-05bud

**TOTAL POPULATIONS  
FY91, FY02, FY03, FY04**

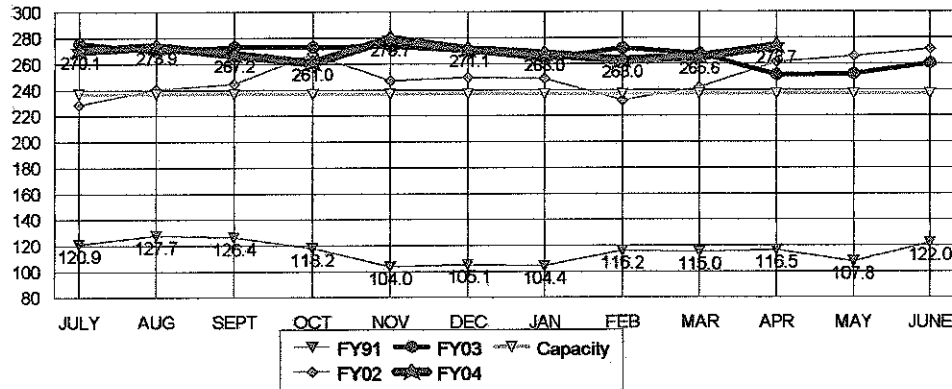


AVERAGES

FY04 TO DATE	389.3
FY03 SAME PERIOD	391.5
FY03 TO YR-END	388.8

-0.6%	Change in FY04 to date over same period last year
0.6%	Change in FY04 to date over FY03 average to year-end

**JAIL-ONLY POPULATION  
FY91, FY02, FY03, FY04**

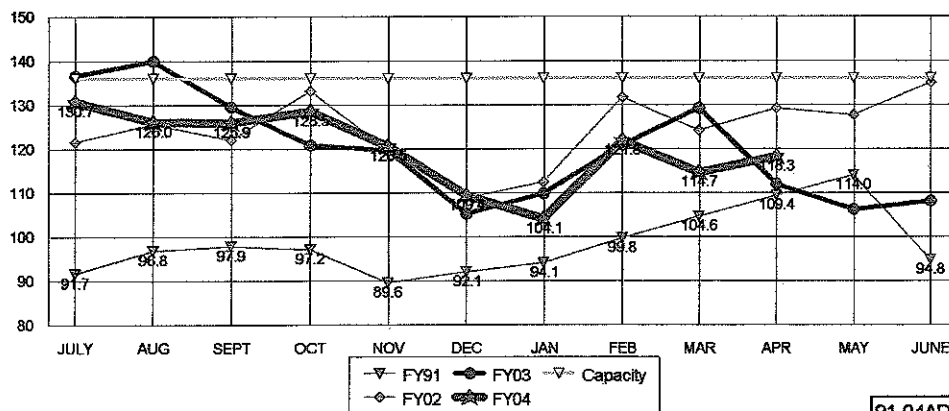


AVERAGES

FY04 TO DATE	269.3
FY03 SAME PERIOD	269.1
FY03 TO YR-END	267.0

0.1%	Change in FY04 to date over same period last year
0.9%	Change in FY04 to date over FY03 average to year-end

**LCF-ONLY POPULATION  
FY91, FY02, FY03, FY04**



AVERAGES

FY04 TO DATE	120.0
FY03 SAME PERIOD	122.4
FY03 TO YR-END	119.9

-2.0%	Change in FY04 to date over same period last year
0.1%	Change in FY04 to date over FY03 average to year-end

91-04ADP

**TOTAL DAYS SERVED  
FY 1991 - FY 2004**

YEAR	CITY		FEDERAL		COUNTY		OTHER		TOTAL	
	DAYS	% CHANGE	DAYS	% CHANGE	DAYS	% CHANGE	DAYS	% CHANGE	DAYS	% CHANGE
FY1991	21,723		2,032		59,066		1,497		84,318	
FY1992	23,480	8.1%	5,012	146.6%	69,166	17.1%	2,026	35.3%	99,684	18.2%
FY1993	19,294	-17.8%	5,923	18.2%	67,073	-3.0%	1,520	-25.0%	93,810	-5.9%
FY1994	17,524	-9.2%	7,510	26.8%	73,187	9.1%	1,682	10.7%	99,903	6.5%
FY1995	15,596	-11.0%	7,544	0.4%	86,797	18.6%	1,377	-18.1%	111,313	11.4%
FY1996	13,808	-11.5%	9,667	28.1%	74,472	-14.2%	2,124	54.3%	100,071	-10.1%
FY1997	15,786	14.3%	8,985	-7.1%	81,291	9.2%	2,511	18.2%	108,572	8.5%
FY1998	18,889	19.7%	6,431	-28.4%	80,802	-0.6%	1,955	-22.2%	108,077	-0.5%
FY1999	23,983	27.0%	5,790	-10.0%	87,857	8.7%	2,227	13.9%	119,856	10.9%
FY2000	29,157	21.6%	5,329	-8.0%	92,225	5.0%	771	-65.4%	127,481	6.4%
FY2001	24,903	3.8%	5,412	-6.5%	105,084	19.6%	601	-73.0%	136,000	13.5%
FY2002	22,283	-23.6%	5,539	3.9%	109,386	18.6%	829	7.6%	138,037	8.3%
FY2003	21,366	-4.1%	4,323	-21.9%	116,440	6.4%	466	-43.8%	142,595	3.30%
FY2004 PROJECTED	19,933	-6.7%	755	-82.5%	122,452	5.2%	552	18.5%	143,692	0.77%
<b>TOTAL CHANGE FY91 TO FY004</b>	<b>(1,790)</b>	<b>-8.2%</b>	<b>(1,277)</b>	<b>-62.8%</b>	<b>63,386</b>	<b>107.3%</b>	<b>(945)</b>	<b>-63.1%</b>	<b>59,374</b>	<b>70.4%</b>

91-04ple

