



MEETING NOTICE

**Lancaster County Elected Officials
Salary Review Committee
Tuesday, October 29, 2013 at 8:00 a.m.
County-City Building
555 South 10th Street - Suite 302
(Personnel Conference Room)**

AGENDA

1. Approval of Minutes for Meeting on October 15, 2013
2. Preview of Interview Process
3. Elected Official Interviews
4. Open Discussion

ATTACHMENTS

- a. Elected Official Interview Schedule
- b. Lancaster County Organizational Chart
- c. Lancaster County Board Committee Assignments
- d. CPI For Midwest Urban Consumers Through August 2013

Public parking is available in the lot north of the County-City Building. Entrance for the public is on 10th Street. You will receive a parking pass at the meeting for exiting the lot.

Please contact Kerry or Minette at 441-7447 if you have any questions.

MINUTES
LANCASTER COUNTY ELECTED OFFICIALS SALARY REVIEW COMMITTEE
COUNTY-CITY BUILDING, ROOM 214
TUESDAY, OCTOBER 29, 2013, AT 8:00 A.M.

Members Present: Steve Eicher, Former Pfizer Human Resources Director; Jim Gordon, Attorney at Law; Pat Kahm, Professional Resources Management, Inc.; Peggy Chantry, Bryan Health Compensation Coordinator; Sam Seever, Former MDS Pharma Services Vice President of Legal Services

Members Absent: Gerry Dimon, Former Ameritas Vice President of Human Resources; Joe Edwards, Former County Commissioner

Others Present: Kerry Eagan, County Chief Administrative Officer; Doug McDaniel, City-County Personnel Director; Angela Zocholl, County Clerk's Office

The following documents were distributed before the meeting:

1. Elected Official Interview Schedule (Exhibit A)
2. Lancaster County Organizational Chart (Exhibit B)
3. Lancaster County Board Committee Assignments (Exhibit C)
4. CPI For Midwest Urban Consumers Through August 2013 (Exhibit D)
5. Updated Elected Officials Salary Survey 2013 (Exhibit E)

The meeting was called to order at 8:10 a.m.

1. APPROVAL OF MINUTES FOR MEETING ON OCTOBER 15, 2013

The Committee unanimously approved the minutes.

2. PREVIEW OF INTERVIEW PROCESS

Kerry Eagan said the committee should look for any changes to duties or responsibilities.

3. ELECTED OFFICIAL INTERVIEWS

County Board

The following documents were distributed: Board of Commissioners' duties and responsibilities (Exhibit F) and Board of Commissioners' budget comparison (Exhibit G).

Eagan discussed the Board's duties and responsibilities (Exhibit F). He noted the County's budget went from \$180,000,000 to around \$165,000,000, due in part from the sale of Lancaster Manor.

Pat Kahm asked how committees were assigned to Board members. Eagan explained that members choose committees at a January Board meeting when the Chair and Vice Chair are elected.

Jim Gordon questioned the duty listed for County Highway Commission. Eagan said it is the same as the Engineer's Department with the Board overseeing and making decisions on the road system.

County Sheriff

The following documents were distributed: County Sheriff's duties and salary recommendation (Exhibit H) and Sheriff's budget comparison (Exhibit I).

Terry Wagner, County Sheriff, reviewed his office's responsibilities and the changes contributing to an increased workload (Exhibit H).

Sam Seever questioned the large increase in sex offender registrations. Wagner said the baseline number has increased, and changes occurring in the offenders' lives would require them to reregister. He noted that half of the state's sex offenders are in Lancaster County.

Regarding the 82% increase in firearms permit applications, Gordon asked if the Sheriff handles conceal and carry permits. Wagner said those permits are handled by the State Patrol. Steve Eicher questioned the length of the firearms permit process. Wagner said it is generally a quick turnaround, but if there is a possible disqualifier, his office must do further investigation.

Wagner discussed the increased work with search warrants when electronic devices are involved. He said an initial search warrant is required to seize electronic equipment and a second warrant is required to analyze the devices. Eicher asked Wagner if he would need to remove a street deputy to help with the workload. Wagner said one of his investigators has covered this duty.

Wagner discussed his department's interagency involvement with the Lincoln-Lancaster County Narcotics Task Force and U.S. Marshalls. He feels crime has diminished due to these efforts.

Wagner reviewed the salaries of other law enforcement heads, noting the salary for the City's Police Chief is estimated. Doug McDaniel explained that the Police Chief is being paid a salary at a reduced rate since he is also receiving a pension. Wagner noted the Sheriff's salary would be set for 2015 while other law enforcement department heads would receive at least one raise in the upcoming year. This would create more disparity. Wagner recommended the 2015 salary be \$120,766 (a 6.14% average increase as figured in Exhibit H).

Kahm asked if field personnel had increased over the years. Wagner said there has been some population growth in the County, but some of those areas are annexed into the City, creating a "saw tooth effect." He discussed the use of Deputies for dedicated coverage in some of the County's small towns.

Returning to County Board

Larry Hudkins reviewed the County Board's responsibilities (Exhibit F), noting the amount of time Board members devote to their positions. He discussed the changes in property value and the struggle to maintain the tax levy, the County's interlocal agreements and unfunded State mandates. He recommended a 2% cost of living increase.

Clerk of the District Court

The following documents were distributed: Clerk of the District Court's duties (Exhibit J) and Clerk of the District Court's budget comparison (Exhibit K).

Troy Hawk reviewed the duties of his office (Exhibit J). He discussed the increased workload caused by increased *pro se* litigants (self-representing individuals), increased electronic access to courts and an added judge.

Kahm asked what the percentage increase of *pro se* litigants is. Hawk said there are around 5% more unrepresented individuals, but that 5% takes up a large amount of the staff's time.

Eicher asked what the ratio was for electronic filing versus paper filing. Hawk said about 20% is electronically filed. Seever asked if that would increase. Hawk felt there would be mostly electronic filing in the future. Currently there are judges that still want a hard copy so he must print out the file after it is processed electronically. Kahm asked if this has resulted in increased overtime. Hawk said it has been frustrating in that it has created a duplicative process. Seever noted that someone likely has to check both files to make sure they contain the same information.

Gordon asked for a salary recommendation. Hawk felt his current salary was reasonable, but he would like to see it more even with other elected officials.

Kahm asked about staff size and the use of overtime. He said he currently has 22.5 employees, which is 2.5 less employees than a few years ago. No overtime is used.

Seever asked if the number of employees had been addressed with the County Board. Hawk said this is discussed at each yearly budget submission, but the positions had been left open to meet budget requirements.

Gordon asked Hawk if his position could be compared to Douglas County. Hawk said Douglas County is significantly larger.

Public Defender

The following documents were distributed: Public Defender's duties and salary recommendation (Exhibit L) and Public Defender's budget comparison (Exhibit M).

Dennis Keefe recommended that the County Attorney's salary and the Public Defender's salary be the same and be tied to the presiding judge of the District Court. He discussed the duties of the office (Exhibit L) and expressed concern over money spent outside the Public Defender's Office to provide legal representation to indigents, which would result from cases with a conflict of interest, case overload or different case requirements. He said around \$1,800,000 is spent on private attorneys with no supervision over their work. Last year a study was done on the cost of assigned council. Some things have been implemented to improve the situation, but he felt there still needed to be a more managed system.

Gordon questioned the role of the Lincoln Bar Association. Keefe said there are jurisdictions where the County's bar association runs the assigned counsel system. They hire an administrator and judges turn over the function of assigning counsel. It allows an administrator to provide resources to the attorney, supervision of managed mentor attorneys, and training and investigative staff.

Keefe felt the County Attorney and Public Defender, by national standards, should reflect the importance of their work. He said a District Court Judge's salary would be \$148,499 as of July 1, 2014, and the Public Defender's salary would be around \$140,000. He recommended following the Judge's salary.

Kahm questioned the reasons for putting attorney salaries in line with judge salaries. Keefe said those are the three key players in the criminal justice system; ultimately, they all carry the same responsibility.

Seever agreed that a level playing field is needed between the counsel and the bench. He felt the salaries should be as balanced as possible.

County Attorney

The following documents were distributed: County Attorney's duties and salary recommendation (Exhibit N) and Sheriff's budget comparison (Exhibit O).

Joe Kelly provided an overview on his staff and their duties (Exhibit N). He said he would be asking for another juvenile attorney in the next month due to shifts in duty from the State to the County's probation office for juvenile law violations (Legislative Bill 561). He discussed the increased numbers of cases.

Gordon questioned using a coroner out of Omaha rather than locally. Kelly said no one local was interested. The coroner in Omaha was already handling other counties and was well equipped to handle Lancaster County.

Gordon referenced the attorney salary comparison to judges and asked Kelly if he had any additional comments. Kelly said he understood the comparison and discussed the need to pay quality people to stay. He felt that it was reasonable to change the salaries to match the salary of the judges.

Kahm commented that she did not think money was a true motivator on a long-term scale. She felt it played more of a role in short-term selection and a motivating, positive environment was more beneficial for a long-term relationship.

Eicher did not want to lose sight of the fact that they need to maintain the best justice system for all involved.

4. OPEN DISCUSSION

Doug McDaniel discussed the updated salary survey, which now includes county seats for the comparison counties (Exhibit E). He said the projected salary for 2014 was used on the original sheet, although the survey data was collected in 2013. The sheet now lists both 2013 and 2014.

Eicher asked what the current population of Lancaster County is. Eagan said it is approaching 300,000, which sets off new statutory considerations.

Chantry asked if the mean, median or midpoint was more significant. McDaniel said the survey represents the process outlined by the CIR (Commission on Industrial Relations) who would look at midpoint. Historically the City and County have looked at the range maximum to compare to the midpoint.

Kahm questioned to whom the County Extension Office reports. Eagan said the Extension Office is a combination of Federal government, University of Nebraska and County government. The employees are considered University employees.

The Committee confirmed that their next meeting would be held on November 13, 2013.

The meeting was adjourned at 9:52 a.m.

Submitted by Angela Zocholl, County Clerk's Office



MEMORANDUM

To: Elected Officials
From: Kerry P. Eagan 
Re: County Elected Officials Salary Committee
Date: October 21, 2013

As you are aware, the Lancaster County Board of Commissioners is required by statute to set salaries for all County elected officials prior to January 15 of the year in which a general election will be held. Once again, the County Board has formed a citizens committee to make recommendations to the Board on salaries.

The Salary Committee would like to meet with each County elected official to assist in making their recommendation to the Board. The Committee has requested each elected official to prepare a brief summary of their responsibilities and duties, with emphasis on how your position has been impacted during the last four years because of additional duties or technological changes. Budget information will be supplied to the Committee by Dennis Meyer, Budget & Fiscal Officer. Further, the Committee would like your opinion regarding what a fair salary would be based on your responsibilities and duties. Please limit your responses to no more than two pages.

The following meeting schedule has been proposed:

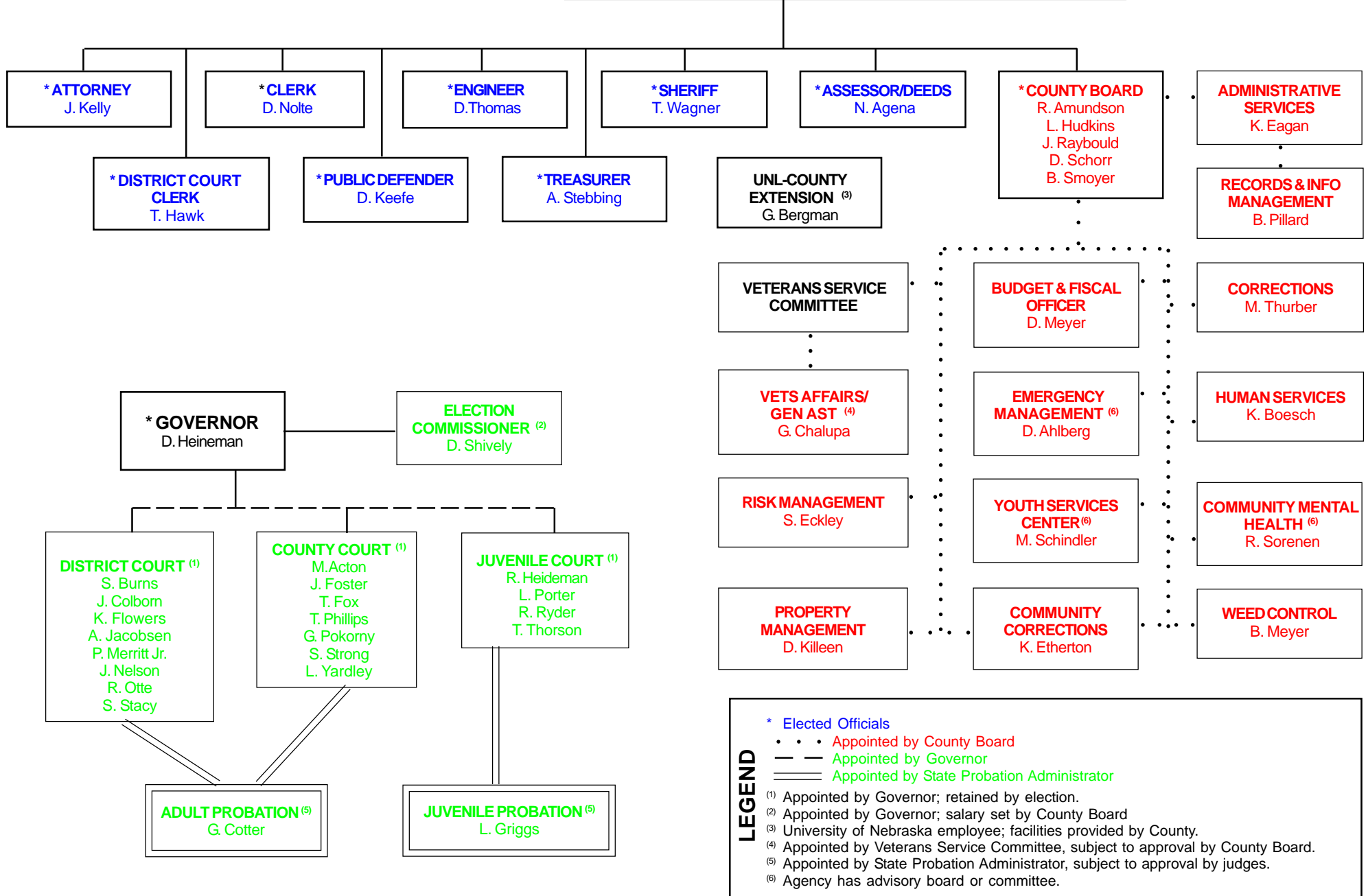
Tuesday, October 29
Personnel Conference Room (# 302)
8:10 a.m. - Larry Hudkins
8:30 a.m. - Terry Wagner
8:50 a.m. - Troy Hawk
9:10 a.m. - Dennis Keefe
9:30 a.m. - Joe Kelly

Wednesday, November 13
Personnel Conference Room (# 302)
8:10 a.m. - Don Thomas
8:30 a.m. - Norm Agena
8:50 a.m. - Andy Stebbing
9:10 a.m. - Dan Nolte

Please contact me as soon as possible if you have any questions regarding this memo or if you have a conflict on the date you are scheduled to meet with the committee. Thanks.

Lancaster County
Organizational Chart

Lancaster County Voters



COMMITTEE ASSIGNMENTS -2013

Deb	Jane	Brent	Larry	Roma
		VICE CHAIR	CHAIR	
District Energy Corporation	Board of Corrections (Vice-Chair)	Board of Equalization (Vice Chair)	Board of Corrections (Chair)	Chamber Coffee
Emergency Medical Oversight Governing Board	Budget Monitoring Committee	Budget Monitoring Committee	Board of Equalization (Chair)	General Assistance Monitoring Committee
Human Services Joint Budget Committee	Community Mental Health Center Advisory Committee	Chamber Coffee	District Energy Corporation (Chair)	Board of Health
NACO Board of Directors	Human Services Joint Budget Committee	JPA (Corrections)	General Assistance Monitoring Committee	RTSD
RTSD (Chair)	Information Services Policy Committee	Lancaster County Fairgrounds Joint Public Agency	JPA (Corrections)	Youth Services Center Advisory Committee
	Public Building Commission	LIBA - Budget Monitoring Committee	Lancaster County Fairgrounds Joint Public Agency	
		Monthly Meeting of County Board Chair, Vice Chair & Mayor	Local Emergency Planning Committee	
		Monthly Meeting of County Board Chair, Vice Chair & Planning	Monthly Meeting of County Board Chair, Vice Chair & Mayor	
		Officials Committee	Monthly Meeting of County Board Chair, Vice Chair & Planning	
		Region V Governing Board	Parks and Recreation Advisory Board	
		RTSD	Officials Committee	
		Visitors Promotion Committee	Public Building Commission (Chair)	

LIBA Monthly (one commissioner each month)

LPED - Gwen Thorpe

MPO - Chair & Vice-Chair

MPO-Tech - Kerry Eagan

ISPC - Dennis Meyer & 1 County Commissioner

(Updated: January 2013) F:\files\COMMISS\County Board Info\2013\2013 Assignments 2.wpd

Kerry P. Eagan

From: Tim J. Genuchi
Sent: Tuesday, October 22, 2013 9:34 AM
To: Kerry P. Eagan
Subject: CPI

12-Month Percent Change

Series Id: CUUR0200SA0, CUUS0200SA0
 Not Seasonally Adjusted
Area: Midwest urban
Item: All items
Base Period: 1982-84=100

Download:

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2013	1.3	2.2	1.4	1.2	1.8	2.2	1.8	1.2						1.7	

Kerry,

Here is the latest CPI. Looks like the 12 month increase is 1.2.

Tim Genuchi
 Accounting Operations Manager
 Lancaster County Clerk
 555 South 10th Street
 Lincoln, NE 68508
 (402) 441-7470
 Fax (402) 441-8728
tgenuchi@lancaster.ne.gov

ELECTED OFFICIALS SALARY SURVEY 2013

	BOARD OF COMMISSIONERS Market Salary	CLERK OF THE DISTRICT COURT Market Salary	COUNTY ASSESSOR Market Salary	REGISTER OF DEEDS Market Salary	COUNTY ATTORNEY Market Salary
DOUGLAS (Omaha, NE) 517,110	\$36,217	\$94,263	\$109,204	\$98,481	\$156,619
LINN (Cedar Rapids, IA) 211,226	\$47,406			\$94,813	\$150,790
POLK (Des Moines, IA) 430,640	\$50,834			\$101,668	\$175,373
SEDGWICK (Wichita, KS) 498,365	\$41,859			\$78,480	\$139,313
SHAWNEE (Topeka, KS) 177,934	\$43,000			\$59,225	\$139,050
SCOTT (Davenport, IA) 168,799	\$40,100			\$80,100	\$138,700
MEAN	\$43,236	\$94,263	\$109,204	\$85,461	\$149,974
MEDIAN	\$42,430	\$94,263	\$109,204	\$87,456	\$145,051
MIDPOINT	\$42,833	\$94,263	\$109,204	\$86,459	\$147,513
LANCASTER 2013	\$38,808	\$81,366	\$115,389	\$115,389	\$137,705
\$ + / -	\$4,025	\$12,897	-\$6,185	-\$28,930	\$9,808
% + / -	10.37%	15.85%	-5.36%	-25.07%	7.12%
MIDPOINT	\$42,833	\$94,263	\$109,204	\$86,459	\$147,513
LANCASTER 2014**	\$39,584	\$82,993	\$117,697	\$117,697	\$140,459
\$ + / -	\$3,249	\$11,270	-\$8,493	-\$31,238	\$7,054
% + / -	8.21%	13.58%	-7.22%	-26.54%	5.02%

*annual amounts set to 20hrs
per week for comparison.

*Lancaster County Assessor and
Register of Deeds are combined.

** Salaries have been increased 2% based on R-09-0107 which states "Annual increase - the higher of 2% OR the increase in the U.S. Department of Labor Statistics CPI for all Urban Consumers Mid-West Region as published for November immediately preceding each January 1st, but with a maximum increase not to exceed 4%."

ELECTED OFFICIALS SALARY SURVEY 2013

	COUNTY CLERK Market Salary	COUNTY ENGINEER Market Salary	COUNTY SHERIFF Market Salary	COUNTY TREASURER Market Salary	PUBLIC DEFENDER Market Salary
DOUGLAS (Omaha, NE) 517,110	\$107,710	\$119,919	\$110,275	\$109,552	\$153,548
LINN (Cedar Rapids, IA) 211,226		\$97,517	\$124,233	\$94,813	
POLK (Des Moines, IA) 430,640	\$102,163	\$119,768	\$145,132	\$102,163	
SEDGWICK (Wichita, KS) 498,365	\$78,480	\$111,453	\$118,036	\$78,480	\$139,313
SHAWNEE (Topeka, KS) 177,934	\$61,800	\$127,500	\$89,610	\$53,560	
SCOTT (Davenport, IA) 168,799		\$105,369	\$103,500	\$80,100	
MEAN	\$87,538	\$113,588	\$115,131	\$86,445	\$146,431
MEDIAN	\$90,322	\$115,611	\$114,156	\$87,456	\$146,431
MIDPOINT	\$88,930	\$114,599	\$114,643	\$86,951	\$146,431
LANCASTER 2013	\$77,616	\$108,979	\$111,549	\$81,372	\$137,705
\$ +/-	\$11,314	\$5,620	\$3,094	\$5,579	\$8,726
% +/-	14.58%	5.16%	2.77%	6.86%	6.34%
MIDPOINT	\$88,930	\$114,599	\$114,643	\$86,951	\$146,431
LANCASTER 2014**	\$79,168	\$111,159	\$113,780	\$82,999	\$140,459
\$ +/-	\$9,762	\$3,441	\$863	\$3,951	\$5,971
% +/-	12.33%	3.10%	0.76%	4.76%	4.25%

*** Salaries have been increased 2% based on R-09-0107 which states "Annual increase - the higher of 2% OR the increase in the U.S. Department of Labor Statistics CPI for all Urban Consumers Mid-West Region as published for November immediately preceding each January 1st, but with a maximum increase not to exceed*

LANCASTER COUNTY BOARD OF COMMISSIONERS Duties and Responsibilities

The Lancaster County Board of Commissioners is an elected five-member part-time board which serves as the executive and legislative branch of Lancaster County government. The County Board also serves in a quasi-judicial capacity when acting as the Board of Equalization and Zoning Board of Adjustment.

Primary responsibilities include management of county funds, care of county property, adoption of the county budget, setting of tax levies and salaries of elected and appointed county officials, appointment of officials and administration of programs established by state law.

The Board also considers and votes on county matters, schedules and attends annual department budget hearings and approves or modifies budgets, reviews and signs vendor and payroll claims, serves as liaison to state, county and city departments, boards and commissions, and gives information to the public concerning county policies and functions.

The Board annually approves and monitors the county budget, \$165,670,680 for FY 2013/2014. There are approximately 981 county employees involved in such areas as human services, maintenance and construction of roads and bridges, correctional services, tax assessment and collection, law enforcement and criminal and civil law.

The County Board also works directly and indirectly with eight (8) other elected officials and directly oversees twelve (12) appointed department heads.

Each January the Board elects one of its members as chair and presiding officer for a one year term. The county Board has power only when it acts collectively and individual members have no power to act officially for the county except when specific powers have been delegated to individual members by the entire Board. County Board meetings are held each Tuesday and Thursday mornings. Most official business is handled at the Tuesday meeting, while the Thursday meeting is used for administrative matters and general policy discussions.

Additionally, the Board meets as the County Board of Equalization, County Board of Corrections, County Highway Commission and Zoning Board of Adjustment.

**EXPENSE BUDGET COMPARISON
BOARD OF COMMISSIONERS**

EXHIBIT G

**AGENCY 601
REPORT AS OF 7/9/2013**

Object Acct	Description	Current Year FY12-13 Expenses	Current Year FY12-13 Encumbrances	Current Year FY12-13 Approved Budget	FY13-14 Budget Request	Change from Current Budget to FY13-14 Budget Request	
						Amount	%
61110	Official's Salary	192,313	0	190,234	194,040	3,806	2.00%
61510	FICA Contributions	13,942	0	14,555	14,845	290	1.99%
61520	Retirement Contributions	14,534	0	14,840	15,135	295	1.99%
61530	Group Health Insurance	41,645	0	44,834	37,512	-7,322	-16.33%
61540	Group Dental Insurance	2,398	0	2,342	2,438	96	4.10%
61650	Long-Term Disability	749	0	742	757	15	2.02%
61660	Post-Employment Health Program	2,895	0	3,250	3,250	0	0.00%
	TOTAL EXPENSES	268,476	0	270,797	267,977	-2,820	-1.04%

**EXPENSE BUDGET COMPARISON
ADMINISTRATIVE SERVICES
AGENCY 613
REPORT AS OF 7/9/2013**

OBJECT ACCOUNT	DESCRIPTION	CURRENT YEAR FY12-13 EXPENSES	CURRENT YEAR FY12-13 ENCUMBRANCES	CURRENT YEAR FY12-13 APPROVED BUDGET	FY13-14 BUDGET REQUEST	CHANGE FROM CURRENT BUDGET TO FY13-14 BUDGET REQUEST	
						AMOUNT	%
61110	Official's Salary	\$130,824	\$0	\$129,409	\$132,507	\$3,098	2.39%
61150	Deputy's Salary	\$86,790	\$0	\$85,851	\$87,907	\$2,056	2.39%
61210	Regular Salary	\$47,727	\$0	\$48,974	\$48,948	-\$26	-0.05%
61510	FICA Contributions	\$18,918	\$0	\$20,061	\$19,441	-\$620	-3.09%
61520	Retirement Contributions	\$20,697	\$0	\$20,454	\$21,011	\$557	2.72%
61530	Group Health Insurance	\$25,420	\$0	\$24,782	\$26,782	\$2,000	8.07%
61540	Group Dental Insurance	\$1,126	\$0	\$1,103	\$1,149	\$46	4.17%
61650	Long-Term Disability	\$991	\$0	\$1,023	\$1,051	\$28	2.74%
61660	Post-Employment Health Program	\$1,945	\$0	\$1,950	\$1,950	\$0	0.00%
63110	Office Supplies	\$1,584	\$0	\$2,100	\$2,100	\$0	0.00%
64710	Meals	\$0	\$0	\$50	\$50	\$0	0.00%
64715	Lodging	\$736	\$0	\$300	\$1,000	\$700	233.33%
64725	Mileage	\$746	\$0	\$125	\$1,000	\$875	700.00%
64810	Telephone - Local	\$2,001	\$0	\$4,500	\$4,500	\$0	0.00%
64815	Telephone - Long Distance	\$41	\$0	\$100	\$100	\$0	0.00%
64835	Media Productions	\$0	\$0	\$0	\$0	\$0	0.00%
64855	Postage	\$188	\$0	\$200	\$150	-\$50	-25.00%
64910	Printing	\$0	\$0	\$100	\$100	\$0	0.00%
64915	Photocopying	\$1,483	\$0	\$1,250	\$1,300	\$50	4.00%
65660	Memberships & Dues	\$0	\$0	\$200	\$0	-\$200	-100.00%
65665	Books & Subscriptions	\$456	\$0	\$400	\$400	\$0	0.00%
65670	Enrollment Fees & Tuition	\$1,135	\$0	\$1,000	\$1,000	\$0	0.00%
65845	Other Misc Fees & Services	\$0	\$0	\$0	\$0	\$0	0.00%
65950	Officials' Bonds	\$132	\$0	\$300	\$0	-\$300	-100.00%
66520	Building Rent	\$33,182	\$0	\$33,182	\$33,182	\$0	0.00%
	TOTAL EXPENSES	\$376,198	\$0	\$377,414	\$385,728	\$8,314	2.20%

Office of the Sheriff Lancaster County

Terry T. Wagner
Sheriff

Jeffrey J. Bliemeister
Chief Deputy

575 S. 10th Street, Lincoln, Nebraska 68508-2869
Phone (402) 441-6500 Fax (402) 441-8320



October 28, 2013

Kerry P. Eagan, Chief Administrative Officer
Lancaster County Board of Commissioners
555 South 10th Street
Lincoln, NE 68508

Re: 2015 Salary Recommendation for the Office of Sheriff

Dear Mr. Eagan,

The Lancaster County Sheriff is the chief executive officer of the 7th largest law enforcement agency in Nebraska, consisting of 76 sworn deputy sheriffs and 25 civilian personnel, a fleet of 66 motor vehicles, and a \$10.6 million dollar budget. The Sheriff manages five divisions to carry out not only the statutory duties of sheriff, but the law enforcement duties of all peace officers in Nebraska. N.R.S. 23-1701 through 23-1736 spells out the general duties of the Sheriff. Several changes have occurred that have affected the workload of the Office in the past four years:

Statutory changes in the Sex Offender Registration procedures which took effect in 2010 have resulted in a 425% increase in the frequency Sex Offenders must report to my Office;

The changes in the political landscape have resulted in an 82% increase in Firearms Purchase Permit Applications processed by my Office;

One additional County and District Court Judges have increased the workload of the Court Security unit. (We now have 8 District [Plus Referee], 4 Juvenile and 7 County Courts.)

LB561 (Juvenile Justice Reform Bill) passed in 2013 will have a significant impact on the transportation juvenile offenders.

Forensic analyses of cell phones and Personal Computers have become a full time job. We have seen a 350% increase in cell phone analyses and a 173% increase in Computer forensic analyses.

Below are the current salaries for management positions within local law enforcement agencies compared to the Sheriff's 2013 salary:

Sheriff	\$111,549
LPD Chief -	\$130,000 (est.)
LPD Asst. Chief -	\$121,284, (receives Merit and COLA annually)
UNL-PD Chief -	\$119,896

As is evident from the wages of the Lincoln Police Chief and UNL Chief (+16.63% and +7.5% respectively), as well as their upper management staff, the salary of the elected Sheriff has fallen far behind the local standard. It should be remembered the figures above are for 2013, there will undoubtedly be increases in these salaries for 2014, (even a modest 2.5% increase would put the Chiefs at \$133,250 and 122,893), and the 2013 comparability study shows the Lancaster County Sheriff's wage should currently be \$114,156. As evidenced by the information above, the duties and responsibilities of

the Sheriff are substantially increased from other agency heads; clearly one half of my staff perform statutorily mandated duties not performed by any other agency. In addition, the elected Sheriff is responsible directly to the citizens of this county and as such, has a greater degree of public accountability. In the past, however, the County Board deviated from the standard array of comparable counties, taking into account the local labor market including the Lincoln Police Department. The Board wisely recognized the Lincoln Police Department and the Sheriff's Office are competing for the same potential employees and more closely aligned the pay of Deputy Sheriffs and Lincoln Police Officers.

Traditionally, the Sheriff's salary has increased substantially at the beginning of the term of office which has helped maintain comparability with local area law enforcement administrators. Below are the salary figures for the beginning of the past 5 terms of office, with the preceding year and percentage of increase shown:

		<u>Beginning of Term</u>	<u>% of Inc. from previous Year</u>
1994	\$55,770	1995 \$60,000	7.58%
1998	\$64,477	1999 \$70,000	8.56%
2002	\$76,340	2003 \$81,000	6.10%
2006	\$90,439	2007 \$98,126	8.5%
2010	\$107,217	2011 \$107,217	0.0%
Average % of Increase over 5 terms: 6.14%			

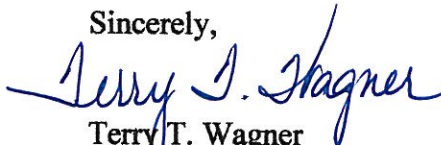
I have spoken before regarding the compression of salaries of the ranks within my office. Below are the salaries for Sergeants, Captains and Chief Deputy and the percentage of increase from the previous rank:

Sgt. \$63,837-\$76,398 (Base)
 Capt. \$83,502-\$96,001 (9.2% [maximum Sgt.-entry level Capt.]

The actual percentage of increase diminishes dramatically when Sergeants overtime is factored in:

Sgt. \$70,566-\$82,524 (w/overtime for 6 months of 2013)
 Capt. \$83,502-\$96,001 (1.2% [maximum Sgt.-entry level Capt.]
 Chief Deputy \$102,000 (6.25%)

I will conclude by saying that my recommendation for the 2015 salary for the Office of Sheriff should be \$120,766, (which is the 2014 Salary plus 6.14%) and include an annual cost of living adjustment sufficient to prevent the disparity that currently exists. This amount is commensurate with other law enforcement administrators in this county and the increased responsibility for duties being performed.

Sincerely,

 Terry T. Wagner
 Lancaster County Sheriff

**EXPENSE BUDGET COMPARISON
SHERIFF**

**AGENCY 651
REPORT AS OF 7/24/2013**

OBJECT ACCOUNT	DESCRIPTION	CURRENT YEAR FY12-13 EXPENSES	CURRENT YEAR FY12-13 ENCUMBRANCES	CURRENT YEAR FY12-13 APPROVED BUDGET	FY13-14 BUDGET REQUEST	CHANGE FROM CURRENT BUDGET TO FY13-14 BUDGET REQUEST	
						AMOUNT	%
61110	Official's Salary	\$110,556	\$0	\$110,556	\$111,978	\$1,422	1.29%
61150	Deputy's Salary	\$89,078	\$0	\$102,877	\$102,393	-\$484	-0.47%
61210	Regular Salary	\$5,589,630	\$0	\$5,608,336	\$5,838,849	\$230,513	4.11%
61310	Overtime	\$186,620	\$0	\$175,000	\$180,000	\$5,000	2.86%
61510	FICA Contributions	\$438,586	\$0	\$450,438	\$476,828	\$26,390	5.86%
61520	Retirement Contributions	\$450,304	\$0	\$457,429	\$488,865	\$31,436	6.87%
61530	Group Health Insurance	\$1,180,418	\$0	\$1,178,950	\$1,310,779	\$131,829	11.18%
61540	Group Dental Insurance	\$58,715	\$0	\$59,177	\$63,605	\$4,428	7.48%
61650	Long-Term Disability	\$21,306	\$0	\$22,972	\$23,715	\$743	3.23%
61660	Post-Employment Health Program	\$242,442	\$0	\$243,007	\$175,235	-\$67,772	-27.89%
61695	Other Employee Benefits	\$0	\$0	\$210	\$210	\$0	0.00%
61750	Workers' Comp Insurance	\$84,007	\$0	\$84,007	\$96,608	\$12,601	15.00%
63110	Office Supplies	\$6,979	\$0	\$7,000	\$7,000	\$0	0.00%
63120	Duplicating Supplies	\$551	\$0	\$500	\$500	\$0	0.00%
63130	DP Supplies	\$2,468	\$0	\$2,500	\$2,500	\$0	0.00%
63210	Ammunition & Target Range	\$9,586	\$2,581	\$12,500	\$15,625	\$3,125	25.00%
63215	Education & Training Materials	\$1,305	\$0	\$1,800	\$1,800	\$0	0.00%
63220	Uniforms	\$21,677	\$0	\$22,500	\$22,500	\$0	0.00%
63225	Janitorial Supplies	\$1,112	\$0	\$1,050	\$1,050	\$0	0.00%
63345	Other Operating Supplies	\$24,814	\$0	\$25,500	\$25,500	\$0	0.00%
63410	Medical Supplies	\$1,238	\$0	\$1,000	\$1,000	\$0	0.00%
63510	Motor Fuels	\$223,647	\$0	\$215,000	\$236,500	\$21,500	10.00%
64165	Building Maintenance Service	\$0	\$0	\$120	\$120	\$0	0.00%
64175	Comput Softwr Maint/License	\$1,000	\$0	\$1,150	\$1,000	-\$150	-13.04%
64220	Laundry & Dry Cleaning	\$9,920	\$0	\$10,000	\$10,000	\$0	0.00%
64285	Information Services	\$139,898	\$0	\$131,813	\$136,993	\$5,180	3.93%
64295	Other Misc Contracted Svs	\$308,722	\$0	\$321,112	\$335,878	\$14,766	4.60%
64710	Meals	\$6,745	\$0	\$6,500	\$6,964	\$464	7.14%
64715	Lodging	\$8,501	\$0	\$12,000	\$12,000	\$0	0.00%
64720	Fares	\$14,846	\$0	\$18,500	\$18,500	\$0	0.00%
64730	Parking & Tolls	\$274	\$0	\$400	\$400	\$0	0.00%
64735	Vehicle Rental	\$1,499	\$0	\$1,500	\$1,500	\$0	0.00%
64745	Other Transport/Travel	\$612	\$0	\$500	\$500	\$0	0.00%
64810	Telephone - Local	\$28,075	\$0	\$30,500	\$32,000	\$1,500	4.92%
64815	Telephone - Long Distance	\$546	\$0	\$1,800	\$1,000	-\$800	-44.44%
64825	Cellular Phone Service	\$28,237	\$0	\$36,000	\$32,000	-\$4,000	-11.11%
64855	Postage	\$7,020	\$0	\$6,000	\$6,000	\$0	0.00%
64860	Freight & Express Charges	\$843	\$0	\$500	\$500	\$0	0.00%
64910	Printing	\$10,211	\$0	\$10,000	\$10,000	\$0	0.00%
64915	Photocopying	\$1,101	\$0	\$900	\$1,000	\$100	11.11%
64925	Advertising	\$2,333	\$0	\$3,000	\$3,000	\$0	0.00%

64930	Film Processing	\$65	\$0	\$100	\$100	\$0	0.00%
65110	Medical Services	\$4,959	\$0	\$6,000	\$6,000	\$0	0.00%
65645	Court Costs	\$13,455	\$0	\$17,000	\$17,000	\$0	0.00%
65660	Memberships & Dues	\$1,318	\$0	\$1,485	\$1,525	\$40	2.69%
65665	Books & Subscriptions	\$1,785	\$0	\$2,000	\$2,000	\$0	0.00%
65670	Enrollment Fees & Tuition	\$7,278	\$0	\$6,500	\$6,500	\$0	0.00%
65821	Anticipated Grants	\$12,499	\$0	\$6,500	\$12,000	\$5,500	84.62%
65845	Other Misc Fees & Services	\$7,685	\$0	\$11,500	\$11,500	\$0	0.00%
65910	Property Insurance	\$0	\$0	\$1,500	\$1,500	\$0	0.00%
65915	Liability Insurance	\$91,649	\$0	\$91,649	\$113,155	\$21,506	23.47%
65920	Vehicle Insurance	\$24,642	\$0	\$25,554	\$26,983	\$1,429	5.59%
65935	Other Insurance	\$806	\$0	\$800	\$800	\$0	0.00%
65955	Employees' Bonds	\$0	\$0	\$115	\$115	\$0	0.00%
66110	Electricity	\$2,821	\$0	\$4,250	\$3,500	-\$750	-17.65%
66115	Natural Gas	\$1,379	\$0	\$2,500	\$2,000	-\$500	-20.00%
66210	Motor Vehicle R&M	\$87,536	\$0	\$110,000	\$110,000	\$0	0.00%
66220	Office Equipment R&M	\$405	\$0	\$400	\$400	\$0	0.00%
66265	Communication Equip R&M	\$53,726	\$0	\$53,100	\$52,710	-\$390	-0.73%
66410	Other Equipment R&M	\$763	\$0	\$800	\$800	\$0	0.00%
66520	Building Rent	\$269,466	\$0	\$269,467	\$270,232	\$765	0.28%
66545	Other Rentals	\$0	\$0	\$50	\$50	\$0	0.00%
67410	Vehicles	\$180,272	\$0	\$198,000	\$208,000	\$10,000	5.05%
67415	Office Equipment	\$1,246	\$0	\$2,600	\$2,600	\$0	0.00%
67445	Communication Equipment	\$1,772	\$0	\$1,800	\$1,800	\$0	0.00%
67495	Other Misc Equipment	\$16,427	\$2,547	\$20,150	\$20,276	\$126	0.63%
TOTAL EXPENSES		\$10,097,374	\$5,128	\$10,208,424	\$10,663,941	\$455,517	4.46%

**REVENUE BUDGET COMPARISON
SHERIFF**

**AGENCY 651
REPORT AS OF 7/24/2013**

OBJECT ACCOUNT	DESCRIPTION	CURRENT YEAR FY12-13 RECEIPTS	CURRENT YEAR FY12-13 ENCUMBRANCES	CURRENT YEAR FY12-13 APPROVED BUDGET	FY13-14 BUDGET REQUEST	CHANGE FROM CURRENT BUDGET TO FY13-14 BUDGET REQUEST	
						AMOUNT	%
54120	Highway Streets	\$14,681	\$0	\$12,464	\$25,900	\$13,436	107.80%
54165	Justice Assistance	\$79,487	\$0	\$34,127	\$34,127	\$0	0.00%
54220	Domestic Violence Assistance	\$0	\$0	\$32,803	\$0	-\$32,803	-100.00%
54399	Miscellaneous Federal Receipts	\$7,751	\$0	\$4,000	\$11,090	\$7,090	177.25%
55235	Distress Warrant Mileage	\$226	\$0	\$245	\$250	\$5	2.04%
55320	Sheriff's Fees	\$357,707	\$0	\$343,500	\$347,500	\$4,000	1.16%
55321	Sheriff's Inspection Fees	\$129,901	\$0	\$123,000	\$127,000	\$4,000	3.25%
55810	Contract Revenue/Reimbursemen	\$443,409	\$0	\$459,795	\$483,299	\$23,504	5.11%
55860	Security Services	\$426,789	\$0	\$411,838	\$438,185	\$26,347	6.40%
55896	Other Reimb & Refunds	\$3,175	\$0	\$1,500	\$0	-\$1,500	-100.00%
57195	Other Interest Income	\$64	\$0	\$90	\$90	\$0	0.00%
58210	Sale of Equipment	\$0	\$0	\$500	\$0	-\$500	-100.00%
58520	Surplus Sales	\$0	\$0	\$4,000	\$0	-\$4,000	-100.00%
58568	Non-Governmental Grant	\$11,214	\$0	\$5,000	\$12,000	\$7,000	140.00%
59310	Federal Grant Transfers	\$32,803	\$0	\$0	\$32,803	\$32,803	N/A
	TOTAL REVENUES	\$1,507,206	\$0	\$1,432,862	\$1,512,244	\$79,382	5.54%



TROY L. HAWK
CLERK of the DISTRICT COURT
LANCASTER COUNTY
575 South 10th Street
Lincoln, Nebraska 68508-2810
402-441-7328/FAX 402-441-6190

October 29, 2013

County Elected Officials Salary Committee
Lancaster County, Nebraska

RE: County Elected Officials Salary Committee

Dear Committee Members,

The Clerk of the District Court is responsible for all record keeping pertaining to civil, criminal, juvenile, and appellate cases filed in, appealed to, and appealed from, the District Court of Lancaster County. Additionally, the Clerk maintains confidential files in several areas including: Grand Jury, search warrants, judicial by-pass petitions, and Mental Health Board files, and all other cases sealed by order of the Court. The Clerk of the District Court is also responsible for the processing of all the Court's monies, including: filing fees, judgments, alimony payments, and bond payments. The Clerk's Office process nearly one million dollars each month.

Several changes in the past four years have impacted the Clerk of the District Court. First is the increasing number of *pro se* litigants in the Courts. In today's difficult economic times, more and more individuals are choosing to represent themselves in Court. Unfortunately, many *pro se* litigants do not understand the proper rules and procedures that must be followed, nor the proper pleadings they must file. I and my staff spend an increasing amount of time not only reviewing these documents, but also corresponding with litigants to obtain missing documentation or payment.

Second, in recent years the Administrative Office of the Supreme Court has been increasing the opportunities for electronic access to Nebraska Courts, including: electronic filing (E-filing), electronic payments (E-pay), electronic appeals (E-appeals), as well as other means of electronic access to the Courts and Court files. While the Clerk's Office applauds and fully supports this effort, it comes at increased workload to the Clerk's staff. Few of these electronic processes have *replaced* traditional processing of Court files. Rather, they have *supplemented* them. This has resulted, in many cases, in either duplication of effort for my staff or, at a minimum, parallel processes: the electronic process as well as the traditional "paper" processing of files. There is also a significant amount of training that must be accomplished to maintain staff proficiency in these varied and duplicative processes. While we unequivocally agree with the increased access to the Courts via electronic means, it creates additional complexity and workload.

Finally, due to increased caseload, in November 2011 the Legislature added a Judge to Lancaster County District Court, bringing the total number of District Judges to eight. This is in

addition to the District Court Child Support Referee and four Juvenile Court Judges. However, in order to meet requested budget savings requests by the County Board in past budget years, the Clerk's Office has *cut* 2.5 FTEs over the past few years. Thus, while the number of Judges grew in reaction to the increasing number of cases filed in our Court, the Clerk's staff *declined* during that time.

As you can see, the Clerk of the District Court's Office is not only more complex in its daily operations than it was four years ago, but the growing number of *pro se* litigants do not understand those complexities and continue to file improper or incomplete paperwork, thereby increasing the workload of the Clerk. This is exacerbated by the fact that the staff I have to meet those challenges is smaller than it was four years ago. The challenges faced by the Clerk of the District Court are by no means insurmountable. However, I expect these issues to continue, as well as to grow and evolve in the coming years.

Sincerely,

A handwritten signature in black ink, appearing to read "Troy L. Hawk". The signature is written in a cursive, slightly slanted style.

Troy L. Hawk
Clerk of the District Court

**EXPENSE BUDGET COMPARISON
CLERK OF DISTRICT COURT
AGENCY 621
REPORT AS OF 7/9/2013**

EXHIBIT K

OBJECT ACCOUNT	DESCRIPTION	CURRENT YEAR FY12-13 EXPENSES	CURRENT YEAR FY12-13 ENCUMBRANCES	CURRENT YEAR FY12-13 APPROVED BUDGET	FY13-14 BUDGET REQUEST	CHANGE FROM CURRENT BUDGET TO FY13-14 BUDGET REQUEST	
						AMOUNT	%
61110	Official's Salary	\$73,953	\$0	\$79,770	\$81,366	\$1,596	2.00%
61150	Deputy's Salary	\$76,274	\$0	\$75,039	\$77,297	\$2,258	3.01%
61210	Regular Salary	\$882,118	\$0	\$876,976	\$871,591	-\$5,385	-0.61%
61250	Temporary Salary	\$245	\$0	\$1,500	\$1,500	\$0	0.00%
61310	Overtime	\$0	\$0	\$200	\$200	\$0	0.00%
61510	FICA Contributions	\$75,818	\$0	\$77,111	\$79,412	\$2,301	2.98%
61520	Retirement Contributions	\$80,516	\$0	\$78,061	\$80,408	\$2,347	3.01%
61530	Group Health Insurance	\$219,925	\$0	\$219,908	\$230,756	\$10,848	4.93%
61540	Group Dental Insurance	\$11,409	\$0	\$10,795	\$11,847	\$1,052	9.75%
61650	Long-Term Disability	\$3,983	\$0	\$3,931	\$4,048	\$117	2.98%
61660	Post-Employment Health F	\$6,452	\$0	\$12,090	\$4,875	-\$7,215	-59.68%
61695	Other Employee Benefits	\$130	\$0	\$270	\$102	-\$168	-62.22%
63110	Office Supplies	\$11,958	\$0	\$15,000	\$14,780	-\$220	-1.47%
64145	Armored Car Service	\$1,780	\$0	\$1,780	\$1,780	\$0	0.00%
64170	Equip Maintenance Agree	\$3,055	\$0	\$3,055	\$3,055	\$0	0.00%
64285	Information Services	\$30,059	\$0	\$30,000	\$31,000	\$1,000	3.33%
64710	Meals	\$144	\$0	\$300	\$320	\$20	6.67%
64715	Lodging	\$366	\$0	\$729	\$781	\$52	7.13%
64725	Mileage	\$436	\$0	\$637	\$581	-\$56	-8.79%
64730	Parking & Tolls	\$0	\$0	\$10	\$10	\$0	0.00%
64810	Telephone - Local	\$4,234	\$0	\$10,500	\$10,200	-\$300	-2.86%
64815	Telephone - Long Distanc	\$306	\$0	\$500	\$500	\$0	0.00%
64825	Cellular Phone Service	\$371	\$0	\$400	\$400	\$0	0.00%
64855	Postage	\$5,792	\$0	\$7,250	\$6,300	-\$950	-13.10%
64860	Freight & Express Charge	\$0	\$0	\$100	\$100	\$0	0.00%
64910	Printing	\$3,403	\$0	\$2,000	\$2,500	\$500	25.00%
64915	Photocopying	\$7,166	\$0	\$7,500	\$7,500	\$0	0.00%
65660	Memberships & Dues	\$25	\$0	\$150	\$25	-\$125	-83.33%
65665	Books & Subscriptions	\$240	\$0	\$535	\$292	-\$243	-45.42%
65670	Enrollment Fees & Tuition	\$450	\$0	\$510	\$490	-\$20	-3.92%
65845	Other Misc Fees & Service	\$15,949	\$0	\$15,000	\$15,000	\$0	0.00%
65955	Employees' Bonds	\$140	\$0	\$140	\$280	\$140	100.00%
66215	Furniture & Fixture R&M	\$0	\$0	\$200	\$200	\$0	0.00%
66220	Office Equipment R&M	\$494	\$0	\$1,500	\$1,500	\$0	0.00%
66260	Microfilm Equipment R&M	\$155	\$0	\$200	\$200	\$0	0.00%
66520	Building Rent	\$91,914	\$0	\$91,914	\$91,914	\$0	0.00%
67445	Communication Equipmen	\$219	\$0	\$150	\$250	\$100	66.67%
	TOTAL EXPENSES	\$1,609,658	\$0	\$1,625,711	\$1,633,560	\$7,849	0.48%

**REVENUE BUDGET COMPARISON
CLERK OF DISTRICT COURT
AGENCY 621
REPORT AS OF 7/9/2013**

OBJECT ACCOUNT	DESCRIPTION	CURRENT YEAR FY12-13 RECEIPTS	CURRENT YEAR FY12-13 ENCUMBRANCES	CURRENT YEAR FY12-13 APPROVED BUDGET	FY13-14 BUDGET REQUEST	CHANGE FROM CURRENT BUDGET TO FY13-14 BUDGET REQUEST	
						AMOUNT	%
54245	Welfare IV D Reimburse	\$254,803	\$0	\$200,000	\$200,000	\$0	0.00%
55200	FEES	\$0	\$0	\$190,000	\$200,000	\$10,000	5.26%
55280	Bail Bond 10% Fees	\$39,000	\$0	\$0	\$0	\$0	0.00%
55315	Filing & Recording Fee	\$174,440	\$0	\$0	\$0	\$0	0.00%
55495	Other Miscellaneous Fees	\$17,201	\$0	\$0	\$0	\$0	0.00%
	TOTAL REVENUES	\$485,578	\$0	\$390,000	\$400,000	\$10,000	2.56%

**EXPENSE BUDGET COMPARISON
MENTAL HEALTH BOARD
AGENCY 751**

REPORT AS OF 7/10/2013

OBJECT ACCOUNT	DESCRIPTION	CURRENT YEAR FY12-13 EXPENSES	CURRENT YEAR FY12-13 ENCUMBRANCES	CURRENT YEAR FY12-13 APPROVED BUDGET	FY13-14 BUDGET REQUEST	CHANGE FROM CURRENT BUDGET TO FY13-14 BUDGET REQUEST	
						AMOUNT	%
61110	Official's Salary	\$54,721	\$0	\$80,700	\$70,530	-\$10,170	-12.60%
61210	Regular Salary	\$21,854	\$0	\$21,617	\$22,132	\$515	2.38%
61510	FICA Contributions	\$5,862	\$0	\$7,828	\$7,844	\$16	0.20%
61520	Retirement Contributions	\$1,712	\$0	\$1,686	\$1,726	\$40	2.37%
61530	Group Health Insurance	\$3,255	\$0	\$3,039	\$3,446	\$407	13.39%
61540	Group Dental Insurance	\$133	\$0	\$130	\$135	\$5	3.85%
61650	Long-Term Disability	\$95	\$0	\$84	\$86	\$2	2.38%
61660	Post-Employment Health Pro	\$324	\$0	\$325	\$325	\$0	0.00%
63110	Office Supplies	\$770	\$0	\$750	\$750	\$0	0.00%
64120	Legal Services	\$0	\$0	\$4,000	\$4,000	\$0	0.00%
64150	Consulting Services	\$17,245	\$0	\$16,000	\$16,000	\$0	0.00%
64285	Information Services	\$1,401	\$0	\$961	\$976	\$15	1.56%
64725	Mileage	\$1,172	\$0	\$2,000	\$2,000	\$0	0.00%
65640	Witness fees	\$20	\$0	\$600	\$600	\$0	0.00%
65645	Court Costs	\$0	\$0	\$650	\$650	\$0	0.00%
65740	Interpreter	\$325	\$0	\$700	\$700	\$0	0.00%
65845	Other Misc Fees & Services	\$1,113	\$0	\$8,000	\$8,000	\$0	0.00%
66220	Office Equipment R&M	\$0	\$0	\$100	\$100	\$0	0.00%
TOTAL EXPENSE		\$110,132	\$0	\$149,170	\$140,000	-\$9,170	-6.15%

LAW OFFICES OF THE
LANCASTER COUNTY PUBLIC DEFENDER
COURTHOUSE PLAZA
633 SOUTH 9TH STREET
LINCOLN, NE 68508
(402) 441-7631
FAX (402) 441-6059

MEMORANDUM

TO: Elected Officials Salary Review Committee

FROM: Dennis R. Keefe
Lancaster County Public Defender

DATE: October 29, 2013

SUBJECT: Elected Public Defender Salary

The Lancaster County Public Defender is responsible for the management and operation of an office that provides constitutionally mandated legal representation for individual clients, when appointed by the courts, in all types of felony and misdemeanor criminal actions filed by the County Attorney or the City Attorney, in juvenile court proceedings, mental health commitment proceedings, and appeals to the Nebraska Court of Appeals and the Nebraska Supreme Court. The FY14 budget for the Lancaster County Public Defender's Office is \$3.6 million and the office has 35 employees, including 19 attorneys, 5 paralegals, 1 investigator, 1 office manager, 4 full time and 1 part time support staff and 4 part time law clerks.

In addition, the public defender is now responsible for the negotiation, management and evaluation of 2 contracts for legal services worth over \$500,000 a year. 1 contract is with a private law firm for legal services in the Child Support/Paternity cases and 1 contract is with Nebraska Legal Aid for services in the Separate Juvenile Court of Lancaster County.

The public defender also provides leadership and support for the Lancaster County Indigent Defense Advisory Committee, consisting of local attorneys nominated by the Lincoln Bar Association and appointed by the County Board to provide counsel and advice to both the County Board and The Elected Public Defender on issues relating to indigent defense. Together with the Advisory Committee, the public defender also acts as the County Board's consultant on the assigned counsel system in Lancaster County (which has expenditures of approximately \$1.8 million per year), tracking cases and expenditures and offering advice and counsel as warranted. In 2012, a major study of the costs of assigned counsel was conducted by the advisory committee and the committee is still in the process of following up on all of the recommendations that were

considered. In your recommendations to the Board you said that while you believed that comparability is important, you were not making any market adjustment recommendations at that time and that market adjustments would wait until the economy improves. For the first time in many years, no increase was provided for the Elected Officials' salaries in the first year of the new term. By and large, all Elected Officials understood and agreed with this approach based upon those extraordinary circumstances. Now, as the local and national economies are recovering, it is important to consider the normal factors for establishing the salaries for these important offices.

**EXPENSE BUDGET COMPARISON
PUBLIC DEFENDER
AGENCY 625
REPORT AS OF 7/13/2013**

EXHIBIT M

OBJECT ACCOUNT	DESCRIPTION	CURRENT YEAR FY12-13 EXPENSES	CURRENT YEAR FY12-13 ENCUMBRANCES	CURRENT YEAR FY12-13 APPROVED BUDGET	FY13-14 BUDGET REQUEST	CHANGE FROM CURRENT BUDGET TO FY13-14 BUDGET REQUEST	
						AMOUNT	%
61110	Official's Salary	\$136,480	\$0	\$135,005	\$138,235	\$3,230	2.39%
61150	Deputy's Salary	\$369,866	\$0	\$363,882	\$391,374	\$27,492	7.56%
61210	Regular Salary	\$1,827,913	\$0	\$1,807,825	\$1,869,693	\$61,868	3.42%
61310	Overtime	\$2,534	\$0	\$2,500	\$2,500	\$0	0.00%
61510	FICA Contributions	\$170,632	\$0	\$175,367	\$180,033	\$4,666	2.66%
61520	Retirement Contributions	\$174,433	\$0	\$172,571	\$179,129	\$6,558	3.80%
61530	Group Health Insurance	\$307,671	\$0	\$284,952	\$324,389	\$39,437	13.84%
61540	Group Dental Insurance	\$14,798	\$0	\$14,624	\$15,362	\$738	5.05%
61650	Long-Term Disability	\$8,661	\$0	\$9,005	\$9,309	\$304	3.38%
61660	Post-Employment Health Progra	\$31,741	\$0	\$39,709	\$91,777	\$52,068	131.12%
63110	Office Supplies	\$14,439	\$0	\$15,750	\$15,750	\$0	0.00%
64150	Consulting Services	\$0	\$0	\$6,500	\$6,500	\$0	0.00%
64285	Information Services	\$63,245	\$0	\$62,300	\$67,416	\$5,116	8.21%
64710	Meals	\$290	\$0	\$440	\$800	\$360	81.82%
64715	Lodging	\$1,811	\$0	\$1,500	\$3,165	\$1,665	111.00%
64720	Fares	\$1,227	\$0	\$1,500	\$2,550	\$1,050	70.00%
64725	Mileage	\$4,735	\$0	\$10,000	\$10,000	\$0	0.00%
64730	Parking & Tolls	\$50	\$0	\$100	\$100	\$0	0.00%
64735	Vehicle Rental	\$0	\$0	\$250	\$250	\$0	0.00%
64810	Telephone - Local	\$16,998	\$0	\$20,500	\$20,500	\$0	0.00%
64815	Telephone - Long Distance	\$657	\$0	\$1,500	\$1,500	\$0	0.00%
64825	Cellular Phone Service	\$1,300	\$0	\$1,743	\$1,743	\$0	0.00%
64855	Postage	\$5,330	\$0	\$5,537	\$5,537	\$0	0.00%
64910	Printing	\$1,679	\$0	\$3,090	\$3,090	\$0	0.00%
64915	Photocopying	\$6,229	\$0	\$6,500	\$6,500	\$0	0.00%
65120	Psychologist/Psychiatrist	\$7,191	\$0	\$15,000	\$15,000	\$0	0.00%
65640	Witness fees	\$154	\$0	\$1,000	\$1,000	\$0	0.00%
65645	Court Costs	\$102	\$0	\$500	\$500	\$0	0.00%
65660	Memberships & Dues	\$12,905	\$0	\$13,555	\$13,250	-\$305	-2.25%
65665	Books & Subscriptions	\$3,006	\$0	\$3,921	\$3,921	\$0	0.00%
65670	Enrollment Fees & Tuition	\$4,515	\$0	\$5,693	\$6,668	\$975	17.13%
65740	Interpreter	\$10,759	\$0	\$15,500	\$15,500	\$0	0.00%
65745	Lab Fees	\$0	\$0	\$1,050	\$1,050	\$0	0.00%
65815	Transcripts	\$5,970	\$0	\$8,285	\$8,285	\$0	0.00%
65817	Deposition Fees	\$15,584	\$0	\$28,000	\$28,000	\$0	0.00%
65845	Other Misc Fees & Services	\$2,135	\$0	\$3,000	\$3,000	\$0	0.00%
65915	Liability Insurance	\$6,131	\$0	\$6,800	\$6,800	\$0	0.00%
65955	Employees' Bonds	\$210	\$0	\$500	\$500	\$0	0.00%
66220	Office Equipment R&M	\$900	\$0	\$500	\$500	\$0	0.00%
66520	Building Rent	\$151,103	\$0	\$151,223	\$150,863	-\$360	-0.24%
67415	Office Equipment	\$482	\$0	\$0	\$1,000	\$1,000	N/A
67465	Furniture & Fixtures	\$0	\$0	\$0	\$2,962	\$2,962	N/A
TOTAL EXPENSES		\$3,383,866	\$0	\$3,397,177	\$3,606,001	\$208,824	6.15%

**REVENUE BUDGET COMPARISON
PUBLIC DEFENDER
AGENCY 625
REPORT AS OF 7/10/2013**

OBJECT ACCOUNT	DESCRIPTION	CURRENT YEAR FY12-13 RECEIPTS	CURRENT YEAR FY12-13 ENCUMBRANCES	CURRENT YEAR FY12-13 APPROVED BUDGET	FY13-14 BUDGET REQUEST	CHANGE FROM CURRENT BUDGET TO FY13-14 BUDGET REQUEST	
						AMOUNT	%
54840	Joint Budget City of Lincoln	336,673	0	336,000	353,507	\$17,507	5.21%
55896	Other Reimb & Refunds	85	0	0	0	\$0	0.00%
	TOTAL REVENUES	336,758	0	336,000	353,507	17,507	5.21%

October 28, 2013

Elected Officials Salary Review Committee
Lancaster County, Nebraska

Dear Committee Members:

The Lancaster County Attorney's Office currently employs 32 attorneys and 40 staff/clerical employees. We are in two different locations. Two attorneys and 18 staff members in the child support/paternity division are located in Trabert Hall. The remainder of the staff is located here at 555 S. 10th Street.

Our attorneys cover 19 different courtrooms each and every day. We file and prosecute all of the felonies in the county (1,500 in 2012) and all of the misdemeanors punishable by 6 months in jail or more (5,500 in 2012). Additionally, we file over 10,000 traffic cases each year.

The child support enforcement division handles over 12,000 active cases on the behalf of the custodial parents. Our juvenile division files about 850 criminal law violations, 1,000 child abuse and neglect petitions and 300 or so truancy petitions each year in the Juvenile Court.

The civil attorneys and their staff advise the County Board and about 26 other county agencies or offices in civil matters. Those attorneys handle most of the labor and contract negotiations for the county as well as the claims and litigation that flow from the business of the county.

The County Attorney also serves as the coroner for the county, resulting in an investigative role with law enforcement and our pathologists regarding 250 or so unattended deaths each year. The deaths of individuals in jail or prison generally require the County Attorney to conduct a grand jury investigation.

I have reviewed Mr. Keefe's Memorandum. It does accurately reflect the salary standards that several national organizations have adopted, in particular, the National District Attorney's Association.

Joe Kelly

**EXPENSE BUDGET COMPARISON
COUNTY ATTORNEY
AGENCY 652
REPORT AS OF 7/10/2013**

EXHIBIT O

OBJECT ACCOUNT	DESCRIPTION	CURRENT YEAR FY12-13 EXPENSES	CURRENT YEAR FY12-13 ENCUMBRANCES	CURRENT YEAR FY12-13 APPROVED BUDGET	FY13-14 BUDGET REQUEST	CHANGE FROM CURRENT BUDGET TO FY13-14 BUDGET REQUEST	
						AMOUNT	%
61110	Official's Salary	\$136,480	\$0	\$135,005	\$138,235	\$3,230	2.39%
61150	Deputy's Salary	\$492,566	\$0	\$484,601	\$515,804	\$31,203	6.44%
61210	Regular Salary	\$3,633,234	\$0	\$3,632,690	\$3,718,479	\$85,789	2.36%
61310	Overtime	\$133	\$0	\$0	\$0	\$0	0.00%
61510	FICA Contributions	\$308,754	\$0	\$320,673	\$330,104	\$9,431	2.94%
61520	Retirement Contributions	\$320,916	\$0	\$320,954	\$332,901	\$11,947	3.72%
61530	Group Health Insurance	\$722,541	\$0	\$705,203	\$787,425	\$82,222	11.66%
61540	Group Dental Insurance	\$35,989	\$0	\$33,817	\$38,802	\$4,985	14.74%
61650	Long-Term Disability	\$16,035	\$0	\$16,556	\$17,052	\$496	3.00%
61660	Post-Employment Health Progr	\$45,843	\$0	\$45,500	\$115,828	\$70,328	154.57%
61695	Other Employee Benefits	\$34	\$0	\$0	\$0	\$0	0.00%
63110	Office Supplies	\$26,341	\$0	\$32,000	\$30,000	-\$2,000	-6.25%
64150	Consulting Services	\$21,582	\$0	\$56,598	\$33,000	-\$23,598	-41.69%
64170	Equip Maintenance Agreement	\$530	\$0	\$600	\$600	\$0	0.00%
64285	Information Services	\$119,802	\$0	\$117,066	\$118,164	\$1,098	0.94%
64295	Other Misc Contracted Svs	\$10,000	\$0	\$10,000	\$10,000	\$0	0.00%
64710	Meals	\$360	\$0	\$750	\$750	\$0	0.00%
64715	Lodging	\$0	\$0	\$1,250	\$1,250	\$0	0.00%
64725	Mileage	\$2,711	\$0	\$2,000	\$2,500	\$500	25.00%
64730	Parking & Tolls	\$22	\$0	\$0	\$0	\$0	0.00%
64810	Telephone - Local	\$17,468	\$0	\$32,000	\$30,000	-\$2,000	-6.25%
64815	Telephone - Long Distance	\$1,090	\$0	\$2,000	\$2,000	\$0	0.00%
64855	Postage	\$25,288	\$0	\$28,000	\$25,000	-\$3,000	-10.71%
64910	Printing	\$5,192	\$0	\$3,000	\$5,000	\$2,000	66.67%
64915	Photocopying	\$15,505	\$0	\$15,000	\$15,000	\$0	0.00%
65110	Medical Services	\$213,471	\$0	\$180,000	\$200,000	\$20,000	11.11%
65145	Hospitalization	\$26,956	\$0	\$30,000	\$25,000	-\$5,000	-16.67%
65640	Witness fees	\$7,928	\$0	\$10,000	\$10,000	\$0	0.00%
65660	Memberships & Dues	\$21,847	\$0	\$21,170	\$21,170	\$0	0.00%
65665	Books & Subscriptions	\$4,372	\$0	\$4,000	\$5,000	\$1,000	25.00%
65670	Enrollment Fees & Tuition	\$107	\$0	\$1,000	\$500	-\$500	-50.00%
65680	Civil Fees	\$24,204	\$0	\$22,000	\$23,000	\$1,000	4.55%
65845	Other Misc Fees & Services	\$16,947	\$0	\$18,000	\$18,000	\$0	0.00%
65955	Employees' Bonds	\$884	\$0	\$600	\$600	\$0	0.00%
66220	Office Equipment R&M	\$109	\$0	\$0	\$0	\$0	0.00%
66520	Building Rent	\$253,621	\$0	\$253,620	\$253,620	\$0	0.00%
TOTAL EXPENSES		\$6,530,599	\$0	\$6,535,653	\$6,824,784	\$289,131	4.42%

**REVENUE BUDGET COMPARISON
COUNTY ATTORNEY
AGENCY 652
REPORT AS OF 7/10/2013**

OBJECT ACCOUNT	DESCRIPTION	CURRENT YEAR FY12-13 RECEIPTS	CURRENT YEAR FY12-13 ENCUMBRANCES	CURRENT YEAR FY12-13 APPROVED BUDGET	FY13-14 BUDGET REQUEST	CHANGE FROM CURRENT BUDGET TO FY13-14 BUDGET REQUEST	
						AMOUNT	%
54165	Justice Assistance	\$309,843	\$0	\$170,000	\$170,000	\$0	0.00%
54220	Domestic Violence Assistance	\$50,573	\$0	\$53,251	\$50,573	-\$2,678	-5.03%
54245	Welfare IV D Reimbursement	\$1,467,503	\$0	\$1,000,000	\$1,000,000	\$0	0.00%
54250	Welfare IV D Medicaid Reimb	\$5,678	\$0	\$4,000	\$4,000	\$0	0.00%
54260	Federal Juvenile Justice	\$104,500	\$0	\$104,500	\$104,500	\$0	0.00%
55320	Sheriff's Fees	\$1,226	\$0	\$0	\$0	\$0	0.00%
55896	Other Reimb & Refunds	\$13,340	\$0	\$16,000	\$16,000	\$0	0.00%
57195	Other Interest Income	\$5	\$0	\$100	\$0	-\$100	-100.00%
58595	Other Miscellaneous Revenues	\$1,112	\$0	\$0	\$0	\$0	0.00%
	TOTAL REVENUES	\$1,953,780	\$0	\$1,347,851	\$1,345,073	-\$2,778	-0.21%