

Administrative Services Committee Meeting Douglas County, Nebraska

Tuesday, January 26, 2016

The meeting convened at 8:01 a.m. in Room 903 of the Omaha-Douglas Civic Center, 1819 Farnam Street, Omaha, NE 68183. A copy of the Open Meetings Act is located near the entrance of the room. A notice of the meeting was published in the January 19, 2016 issue of The Daily Record. County Commissioners present at the beginning of the meeting were Jim Cavanaugh, Clare Duda, and PJ Morgan. Others present at the beginning of the meeting were Patrick Bloomingdale, Diane Carlson, Joe Lorenz, and Toni Dunn of Administration; Assessor/Register of Deeds Diane Battiato; Tim Cavanaugh of the Treasurer's office; Jerry Leahy and Jeff McGill of Public Property; Amber Michalski of Corrections; Kent Holm of Environmental Services; Jim Tourville of the Health Center; and Clerk/Comptroller Dan Esch. Commissioner Cavanaugh conducted the meeting.

1) County space needs.

County Commissioners Mary Ann Borgeson, Marc Kraft, and Chris Rodgers entered the meeting during this item, as well as Marcos San Martin and Catherine Hall of Administration; Kathleen Hall of the Clerk/Comptroller's office; Larry Miller of the Assessor/Register of Deeds' office; and Deanna Vansickel-Staudt of Extension. Ms. Dunn left the meeting during this item. Those speaking during this item were Commissioner Cavanaugh, Assessor/Register of Deeds Battiato, Mr. Leahy, Mr. Bloomingdale, Mr. Lorenz, Commissioner Duda, Commissioner Morgan, Mr. McGill, Mr. Tim Cavanaugh, Mr. San Martin, Clerk/Comptroller Esch, and Mr. Holm. Highlights from the discussion included the following:

- The space needs of the Assessor/Register of Deeds' office were discussed.
 - Assessor/Register of Deeds Battiato said the Assessor/Register of Deeds' office needs at least 16,000 square feet.
 - Assessor/Register of Deeds Battiato did a tour of the Thomas Fitzgerald Home (TFH).
 - Assessor/Register of Deeds Battiato said at the moment, TFH won't work for the Assessor/Register of Deeds.
 - Mr. Leahy said the expansion area on the second level of TFH is 14,400 square feet.
 - Assessor/Register of Deeds Battiato said if the Assessor/Register of Deeds' office is going to relocate, she doesn't want the space to be "cozy" (in a tight space).
 - Commissioners Morgan and Cavanaugh spoke about trying to figure out a square footage cost for a finished build out of a possible Assessor/Register of Deeds' space at TFH.
 - Commissioner Morgan said the most efficient, best economic option for Assessor/Register of Deeds' space may not be in a County-owned building.
- The planned Treasurer's and DMV space at TFH is over 9,000+ square feet.
 - Mr. Leahy said the DMV and Treasurer's branch currently located at 108th and Maple would move to TFH.
 - Mr. Tim Cavanaugh said there won't be much, if any, reduction of Treasurer's space in the Civic Center.

- LB785 was discussed.
 - LB785, in part, allows the Department of Motor Vehicles to assume responsibility for the delivery of all driver licensing services, including fee collection in addition to the collection services now provided by county treasurers.
- Mr. Leahy said if Environmental Services moves to TFH as planned, the County would sell the building on Menke Circle, where Environmental Services is now.
 - Mr. Leahy said Environmental Services will have 2,500 square feet at TFH.
- Mr. Bloomingdale and Mr. Leahy talked about moving the Emergency Management employees out of C Level of the Civic Center.
 - Mr. Leahy said Paul Johnson of Emergency Management also toured TFH.
- Mr. Leahy said shared space is planned for TFH (i.e. shared break rooms and conference rooms).
- Mr. Lorenz said usually in February, the Building Commission meets with the City and the County to discuss a discretionary fund of a few million dollars that can be allocated towards projects in the Civic Center and Hall of Justice.
- Mr. Lorenz said after talking with bond counsel, he doesn't think the County can count on borrowing money without a bond.

2) Bond issue.

Speaking during this item were Commissioner Cavanaugh, Mr. Lorenz, Commissioner Rodgers, Clerk/Comptroller Esch, Mr. Leahy, Mr. Bloomingdale, Mr. McGill, and Mr. Tourville. Highlights from the discussion included the following:

- Commissioner Cavanaugh said the plan for the 2016 bond doesn't have to be the same as the plan for the 2014 bond.
- Commissioner Rodgers said he thinks the bond should be kept to the essentials, and it needs to be marketed with the First Responders Foundation.
 - Commissioner Rodgers discussed the difficulties Millard Public Schools and DC West had with their bond issues.
- Commissioner Cavanaugh talked about TFH's western location as positive point that could be used when discussing the bond in western Douglas County, where the 2014 bond issue saw a lot of opposition.
- Mr. Lorenz said Baird Holm has offered to set up a meeting with their person who worked on the OPS bond issue.
- Radios for Corrections and the Sheriff were discussed.
- Plumbing issues at Corrections were discussed.
- Commissioner Cavanaugh discussed the idea of there being an independent crime lab that the County and other local governments could contract with.
- Mr. Lorenz said there's an opportunity to save money through a refinance of the County's 2010 bonds.
- Commissioner Borgeson left the meeting during this item.

3) Strategic planning.

Speaking during this item were Commissioner Cavanaugh and Mr. Bloomingdale. Highlights from the discussion included the following:

- Mr. Bloomingdale provided an update on the progress of some of the County's strategic planning initiatives (see attachment).
 - Mr. Bloomingdale said this document only contains one-year goals.
 - Mr. Bloomingdale said the fourth bullet point should say "Develop a comprehensive County employee compensation plan."
- Commissioner Cavanaugh said the County has engaged in discussions with the City to possibly combine the County Attorney and the City Prosecutor.
- Commissioner Morgan left the meeting during this item, as well as Ms. Kathleen Hall.

4) Other business.

There was no other business.

The meeting adjourned at 8:56 a.m.