

**MINUTES**  
**DIRECTORS' MEETING**  
**Monday, March 19, 2018**

**Present:** Roy Christensen, Jane Raybould, Bennie Shobe, Cyndi Lamm, Carl Eskridge, and Leirion Gaylor Baird

**Absent:** Jon Camp

**Others Present:** Teresa Meyer, City Clerk, Jeff Kirkpatrick, City Attorney, Brandon Kauffman, Finance, Doug McDaniel, Human Resources, Miki Esposito, Public Works & Utilities. Other Department Directors' present.

Chair, Roy Christensen opened the meeting at 2:00 p.m.

**I. MINUTES**

Directors' minutes from March 12, 2018, approved and adopted (6-0).

**II. ADJUSTMENTS TO AGENDA**

None

**III. CITY CLERK**

Under Public Hearing – Liquor Resolutions items 12/13 will be called together.

Under Public Hearing Ordinances – 2<sup>nd</sup> Reading items 19 there is a Motion to Amend No. 1

**IV. MAYOR'S OFFICE**

Brandon Kauffman, Director of Finance provided a report on Granicus. Granicus is a new web-based system that will be used to generate the City Council Agenda. Departments will submit attachments through Granicus; the City Clerk will assign a Bill No. Workflow approvals will be handled online. All documents will be searchable and shared between the City and the County. By utilizing this software we can eliminate the use of a lot of paper. There is an RSS feed that constituents can sign up for allowing them to receive alerts when there has been a change made. A packet of sample agenda formats/templates were provided to the Council.

Chair, Roy Christensen proposed that Council members take a look at the sample templates and provide feedback on the template they like best.

Randy Jones, Director, Aging Partners provided a report on the Aging Partners waste studies. Previous waste was measured by what was ordered vs. what was eaten. A short presentation was provided on the food waste results from December 2017 through March 2018. With the new vendor, they have been testing some new products and have noticed some of the menu items break up from the time they are prepared, through travel time, to serving time. Aging Partners has noticed a loss of consumers over the recent change in vendor, as outlined in the history of hot meals served from January 2015 through February 2018. Aging Partners continue to explore additional vendors, other institutions and the possibility of reverting back to a central kitchen.

Councilwoman Raybould asked if there has been a change in funding dollars. Randy Jones responded there has been a dip in City/County funding, State funding is an equal match to federal funding and there is supplemental USDA funding. The downtown location estimates the cost per meal is approximately \$0.70 per meal.

Sandy Lutz, Supervisor, Aging Partners reported that she visits the 10 senior centers throughout Lincoln and surrounding County to determine what the seniors want in programming and activities. Senior Centers seem to be operating in an old 70's/80's style of programming. Sandy's goal is to update the style of programming to better reflect today's vision. Surveys were provided to the individuals to help determine what they want in the senior centers and what their interests are. "My Center News" and "Aging Partners News and Events" handouts were provided to Council members to demonstrate there has not been a lot of changes to what was being done three years ago compared to what is being done today. By making changes to what interests the seniors who utilize the senior centers will help with overall attendance and could possibly bring in additional seniors who are not currently utilizing the senior centers.

Councilwoman Raybould advised that concerns from seniors are that there have been cutbacks on the number of

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outings Aging Partners offers. Sandy responded that attendance is always looked at when determining to continue or phase out an activity/outing. The Brownville outing is one that is heavily attended. While there will be changes made to the community outings the changes will reflect what the seniors want. Sandy also reported the health, wellness, and fitness offerings are being outsourced throughout the community. Aging Partners staff is presenting fitness programs as often as they can and at as many locations as they can, no cutbacks have been made in this area.

**V. BOARDS/COMMITTEES/COMMISSION REPORTS**

**1. MAC – Shobe (03.13.18)**

Shobe reported there was a presentation by Parks and Recreation with detailed information on the summer programs and jobs that are available. This presentation raised four major questions for discussion among the MAC. 1.) What summer jobs are being offered and the number of people they plan to hire. 2.) Working with neighborhood organizations and other agencies to get the word out about the summer programs/jobs. 3.) Summer programs for communities and how those are demonstrated among the public, neighborhood organizations and other agencies throughout the City. 4.) The lack of diversity in Parks and Recreation staff. Discussion was had on hiring and the retention of minorities. Parks and Rec advised they are trying to improve on those numbers.

**2. BOH – Shobe (03.13.18)**

Shobe reported discussion was had on the renewal of policy number 223.25 On-site Wastewater Treatment Variance. Recommendations were made to continue the variance of on-site water treatment. The committee unanimously voted to support a letter supporting LB1117.

**VI. ADJOURNMENT**

Chair, Christensen adjourned the meeting at 2:45 p.m.