

Nebraska City  
**A G E N D A**  
**City Council Meeting**  
September 19, 2016 - 6:00 p.m.  
**Call to Order**

“I am required by law to inform the public that a copy of the Open Meetings Act is posted on the bulletin board to your right. This meeting is being recorded. If you wish to speak, come to the podium, state your name and address and speak directly towards the microphone the entire time you are addressing the governing body. Thank you”.

1. **PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**

**CONSENT**

3. Approve [minutes](#) from the September 6, 2016 City Council Meeting
4. Accepting the report of new claims against the City and approving disposition of claims set for the period of September 7, 2016 to September 19, 2016
5. Discussion/action to request approval of Alex Gress for membership of the [Fire Rescue Reserve Program](#).

**PROCLAMATIONS AND PRESENTATIONS**

6. Proclamation recognizing [Public Power and Public Natural Gas Week](#) October 2-8, 2016.
7. Proclamation recognizing [Women of Today](#).

**PUBLIC HEARINGS**

8. [Public Hearing](#) on Final Plat for Meriwether Point Subdivision located at 204 S. 60<sup>th</sup> Rd.

**REPORTS**

9. Treasurer's Report
10. City Administrator Report
11. Acknowledge receipt of Utility [Financial Report](#) for period ending July 31, 2016
12. Acknowledge receipt of Utility [Claims](#) for period ending August 31, 2016

**NEW BUSINESS**

13. Discussion/action to approve Plat Application for [Meriwether Point Subdivision](#).
14. Discussion/action to approve **Resolution 2719-16** to revise the [Personnel Manual](#).
15. Discussion/action to approve **Ordinance 2980-16** for the sale of [Deer Trail Subdivision](#).
16. Discussion/action to approve [Budget Policy](#).
17. Discussion/action to review [insurance renewal bids](#) and hear a presentation and recommendation from Miller Monroe Farrell.
18. Discussion/action regarding design and construction of [North 11th Street/Bridge Project](#), and sending out Request for Qualification to hire Engineering firm.
19. Update on Holiday Inn Express location.

**ADJOURNMENT**

City Council may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close.

Nebraska City  
 CITY OF NEBRASKA CITY, NEBRASKA  
 MINUTES OF CITY COUNCIL REGULAR MEETING  
 September 6, 2016

Pursuant to due call and notice thereof, a Regular Meeting of the City Council of the City of Nebraska City was conducted in the William F. Davis Room at City Hall, 1409 Central Avenue, on September 6, 2016. Notice of the meeting was given in advance thereof by posting in at least three public places, the designated method for giving notice, as shown by the Certificate of Posting Notice attached to these minutes. Availability of the agenda was communicated in advance to the media, Mayor and Commissioners of this proceeding and said meeting was open to the public.

Mayor Bequette called the meeting to order at 6:00 p.m. The Mayor publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act was available for review and indicated the location of such copy posted in the room where the meeting was being held. Mayor Bryan Bequette then led in the Pledge of Allegiance. Upon roll call the following answered present: Erv Friesen, Jeff Crunk, Vic Johns, Gloria Glover and Mayor Bequette. Absent: None. The following City Officials were present: City Administrator Grayson Path, City Clerk-Treasurer Randy Dunster, Police Chief David Lacy, Fire Chief Alan Viox, Utilities Director Leroy Frana, Library Director Rasmus Thoenegerson, Director of Parks and Recreation Scooter Edmisten, Golf Professional Jon Casey, Golf Course Professional Michael West and Construction and Facility Manager Marty Stovall.

Mayor Bequette moved to approve the following consent items:

Accepting the report of new claims against the City and approving disposition of claims set for the period of August 16, 2016 to September 6, 2016.

Discussion/action to approve release of lien for 610 11th Avenue Nebraska City, NE 68410.

Discussion/action to approve no parking areas on 1st Ave for emergency vehicle routes during Applejack weekend.

Motion seconded by Commissioner Crunk. Upon roll call the following voted YES: Friesen, Crunk, Glover, Johns and Mayor Bequette. Voting NO: None. Motion carried

<b>CLAIMS LIST</b>					
September 6, 2016					
Action Tech Serv	Contr	400.00		Miller Monroe Farrell	Ins 6,966.00
Adkins Signs	Sup	210.00		Mullenax Auto Supply	Rep 323.42
Alamar Uniforms	Unifm	517.00		Municipal Emerg. Sup	Donation 609.61
American Recycling	Garabage	242.89		Napa Auto Parts	Rep 785.93
Anderson Auto	Rep	306.30		Nationwide	Inv 27,188.90
Arbor Mart, Inc	Fuel	2,986.09		NC Clerk - Treasurer	Misc 20.00
AVAC	Contr	452.81		NC Museum Assoc.	Contr 2,406.25
Associated Supply Co	Chem	1,505.90		NCTC	Contr 7,083.37
Bando, T.	Rfnd	25.00		NE Dept of Ag	Contr 175.00
Behrends, D.	Rfnd	25.00		NE Dept of Roads	Constr 8,388.73
Berry	Adv	49.38		NE Golf Assoc.	Membership 18.00
Bill Walters & Son	Rep	49.93		Flagship Publishing	Adv 315.00
Bishop, F.	Rfnd	25.00		NE Public Health Env.	Investigat. 105.00
Bob's Welding Shop	Maint	147.50		NEOPOST	Postage 89.85
Bohl P & H	Rep	98.22		NJC CONTRACTING	CDBG 5,650.00
Bound Tree Medical	Sup	528.98		North American Direc	Adv 200.00

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Brown's Glass Co	Rep/Maint	141.00	O'Reilly Auto Parts	Rep	117.35
Cede & Co	Bond & Int	61,260.00	Orschlen	Misc	189.11
Coca-Cola of Linc	Bev	119.52	Otoe County Clerk	Rfnd	1,932.50
Cruse Control Bus	Rep/Maint	312.25	Painter, M.	Sup	36.42
Don's Johns & Septic	Misc.	125.00	Payroll	Payroll	236,808.85
Douglas Tire Co.	Rep/Maint	563.95	Power Solutions	Generator	6,925.00
Eakes Office Solution	Sup	320.95	Quality Brands of Linc	Bev	238.20
Eisenhauser, L.	Rfnd	200.00	Quill Corporation	Sup	171.92
Electronic Contracting	Rep	362.50	S Systems	Misc	90.00
EMC National Life Co	Ins	446.25	Schneider Electric	Rep	504.05
Fareway Stores, Inc.	Sup	303.61	Security Equipment	Rep	624.00
Frazier Construction	Rfnd	200.00	Shell	Fuel	1,678.57
Gatehouse Media NE	Adv	29.35	Spiral Communication	Contr	1,519.25
Grimm's Gardens	Flwr Bskt	1,356.69	Stutheit Implement	Rep	35.39
Guardian	Ins	7,611.40	Sysco Lincoln	Concession	620.53
Henry Motors	Rep	616.12	Tag's One Stop	Fuel	48.06
JEO Consulting	Constr	2,820.00	Lumberjack Company	Removal	1,600.00
Landis Engine Co	Rep/Maint	16.90	Tree City Tees	Unifm	33.00
Larson Motors	Rep	32.10	Tree Worx Tree Serv	Removal	1,410.00
Lincoln Financial	Ins	4,645.46	Tricare West Region	Rfnd	1,228.08
Loveland Grass Pad	Chem	748.00	UHC	HRA	4,928.37
Matheson Tri-Gas, Inc.	Sup	219.77	UHC	Ins	107,294.83
Mead Lumber	Generator	36.43	Unifirst Corporation	Contr	247.36
Mercer's Do-It-Best	Sup	194.56	Verizon Wireless	Tele	151.75
Midwest Farmers Coo	Chem	97.28	Westlake Ace	Maint	155.20
Midwest Turf and Irr	Rep	71.74	Gail Wurtele	Sup/Rep	165.65

Moved by Mayor Bequette and seconded by Friesen to re-appoint Lynn Heng, Kathy Davenport, and Jolene Block to the Planning Commission. Upon roll call the following voted YES: Johns, Crunk, Glover, Friesen and Mayor Bequette. Voting NO: None. Motion carried.

Moved by Mayor Bequette and seconded by Johns to re-appoint Brad Kingery to the Board of Adjustment. Upon roll call the following voted YES: Johns, Crunk, Glover, Friesen and Mayor Bequette. Voting NO: None. Motion carried.

Mayor Bequette opened the Public Hearing on the SAI Properties, LB840 Grant Application. Dan Mauk and Deven Patel spoke in favor of the application. Jackie Smith spoke concerning awarding the grant before any construction has been started. Jim McKim spoke against the application. Mayor Bequette moved to close the Public Hearing, seconded by Commissioner Glover. Upon roll call the following voted YES: Johns, Crunk, Glover, Friesen and Mayor Bequette. Voting NO: None. Motion carried.

Mayor Bequette opened the Public Hearing on the Community Development Block Grant Comprehensive Development application with the Department of Economic Development. Judi Meyer from SENDD spoke to explain the program and to explain that as of today she has not received any comments from the public regarding the public hearing. Mayor Bequette moved to close the Public Hearing, seconded by Commissioner Friesen. Upon roll call the following voted YES: Johns, Crunk, Glover, Friesen and Mayor Bequette. Voting NO: None. Motion carried.

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## Nebraska City

Mayor Bequette opened the Public Hearing on the Proposed Budget. Michael West and Scooter Edmisten spoke regarding the proposed budget cuts for the Wildwood golf course. Mayor Bequette moved to close the Public Hearing, seconded by Commissioner Johns. Upon roll call the following voted YES: Johns, Crunk, Glover, Friesen and Mayor Bequette. Voting NO: None. Motion carried.

Mayor Bequette opened the Public Hearing to set Final Tax Request. Grayson spoke to explain the request. Mayor Bequette moved to close the Public Hearing, seconded by Commissioner Crunk. Upon roll call the following voted YES: Johns, Crunk, Glover, Friesen and Mayor Bequette. Voting NO: None. Motion carried.

Mayor Bequette moved and Commissioner Crunk seconded to suspend the rules and address item 15 after 16, 17, and 18 because of the impact it would have. Upon roll call the following voted YES: Johns, Crunk, Glover, Friesen and Mayor Bequette. Voting NO: None. Motion carried.

Moved by Commissioner Glover and seconded by Johns to approve the minutes from the August 15, 2016 meeting with clarification that Commissioner Friesen was sworn in by Mayor Bequette and took his seat and that Resolution 2712-16 was tabled at the recommendation of the City Attorney for re-wording the ballot verbiage. Upon roll call the following voted YES: Johns, Crunk, Glover, Friesen and Mayor Bequette. Voting NO: None. Motion carried.

Moved by Commissioner Glover and seconded by Johns to table **Resolution 2713-16** and direct the City Attorney to redraft the Resolution regarding the grant agreement to approve a LB840 Grant to SAI Properties Inc. for \$250,000. Upon roll call the following voted YES: Johns, Crunk, Glover, Friesen and Mayor Bequette. Voting NO: None. Motion carried.

Amy Allgood from NCTC presented utilization of city funds.

Moved by Commissioner Friesen and seconded by Glover to approve **Resolution 2715-16** and authorize Mayor to sign the Comprehensive Development application. Upon roll call the following voted YES: Johns, Glover, Friesen and Mayor Bequette. Voting NO: Crunk. Motion carried.

Moved by Mayor Bequette and seconded by Glover to approve **Resolution 2716-16** to increase restricted revenue by an additional 1%. Upon roll call the following voted YES: Johns, Glover, Friesen and Mayor Bequette. Voting NO: Crunk. Motion carried.

Moved by Mayor Bequette to have unanimous consent to accept the adjustments to the lines within the overall golf budget as proposed by Michael West and Scooter Edmisten. The Mayor and Commissioners were all unanimous in their consent.

Moved by Mayor Bequette and seconded by Glover to approve the 2016-2017 Fiscal Year Budget. Upon roll call the following voted YES: Johns, Crunk, Glover, Friesen and Mayor Bequette. Voting NO: None. Motion carried.

Moved by Mayor Bequette and seconded by Crunk to approve **Resolution 2714-16** Fiscal Year 2016-2017 Step Pay Schedule for City Employees. Upon roll call the following voted YES: Johns, Crunk, Glover, Friesen and Mayor Bequette. Voting NO: None. Motion carried.

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## Nebraska City

Moved by Mayor Bequette and seconded by Johns that the statutory rule requiring reading on three different days be suspended. Upon roll call the following voted YES: Johns, Crunk, Glover, Friesen and Mayor Bequette. Voting NO: None. Motion carried. Mayor Bequette declared that the motion adopted by three fifths vote of the council and the statutory rule suspended for the consideration of said ordinance. Moved by Mayor Bequette and seconded by Friesen for final passage of **Ordinance 2979-16**. Upon roll call the following voted YES: Johns, Crunk, Glover, Friesen and Mayor Bequette. Voting NO: None. Motion carried.

Moved by Mayor Bequette and seconded by Glover to approve **Resolution 2717-16** for our Tax Request. Upon roll call the following voted YES: Johns, Crunk, Glover, Friesen and Mayor Bequette. Voting NO: None. Motion carried.

Moved by Mayor Bequette and seconded by Friesen to approve AppleJack Festival Plans for September 16<sup>th</sup>, 17<sup>th</sup> and 18<sup>th</sup> 2016. Amy Allgood of NCTC explained the request. Upon roll call the following voted YES: Johns, Crunk, Glover, Friesen and Mayor Bequette. Voting NO: None. Motion carried.

Moved by Commissioner Johns and seconded by Friesen to approve the request for the Bullriding Event September 23<sup>rd</sup> and 24<sup>th</sup> 2016 at Hidden Falls and the use of 12 picnic tables. Amy Allgood of NCTC explained the request. Upon roll call the following voted YES: Johns, Crunk, Glover, Friesen and Mayor Bequette. Voting NO: None. Motion carried.

Moved by Mayor Bequette and seconded by Johns to approve **Resolution 2718-16** to accept USDA Grant funds of \$12,500 for the Memorial Building Project. Upon roll call the following voted YES: Johns, Crunk, Glover, Friesen and Mayor Bequette. Voting NO: None. Motion carried.

Moved by Mayor Bequette and seconded by Johns for the Council to go into closed session with the City Attorney, City Administrator, Director of the Utilities and the Construction Manager for the purpose of having a strategy session with respect to Mr. Jim Kuhn's offer to purchase all four lots of the Deer Trail Subdivision. Upon roll call, the following voted YES: Glover, Crunk, Johns, Friesen and Mayor Bequette. Voting NO: None. Motion carried. Council relocated to Administrator Path's office for the closed session at 8:51 PM

Moved by Mayor Bequette and seconded by Glover to come out of closed session and resume the Open Session at 9:35 PM. Upon roll call, the following voted YES: Crunk, Glover, Johns, Friesen and Mayor Bequette. Voting NO: None. Motion carried.

Moved by Mayor Bequette and seconded by Johns for the City to counter with accepting the offer of \$18,000 per lot for the Eastern lots, but \$22,000 per lot for the two Western lots of the Deer Trail subdivision which would make the total asking price \$80,000 rather than the offer of \$72,000. Also the sale would be contingent upon building four houses and that Mr. Kuhn would come back after further looking into the water situation with a plan for strategic placement of driveways and possible runoff flow of the water off of 21<sup>st</sup> street with a higher curb. Jim Kuhn accepted the counter offer proposed by the City Council. City Attorney Partsch explained that the process would require the lots be sold by passage of Ordinance and allow for a 30 day remonstrance period after the ordinance is passed for the public to file a petition. Upon roll call, the following voted YES: Glover, Crunk, Johns, Friesen and Mayor Bequette. Voting NO: None. Motion carried.

Moved by Mayor Bequette and seconded by Johns that the statutory rule requiring reading on three different days be suspended. Upon roll call the following voted YES: Johns, Crunk, Glover, Friesen and Mayor Bequette. Voting NO: None. Motion carried. Mayor Bequette declared that the motion adopted by three fifths vote of the council and the statutory rule suspended for the consideration of said ordinance.

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Nebraska City

Moved by Mayor Bequette and seconded by Friesen for final passage of **Ordinance 2978-16**. Upon roll call the following voted YES: Johns, Crunk, Glover, Friesen and Mayor Bequette. Voting NO: None. Motion carried.

Grayson Path announced that the Nebraska Department of Roads has already awarded Nebraska City \$4,000,000 to go toward the 4<sup>th</sup> Corso Viaduct Project of the \$8,000,000 required and now they have set aside an additional \$2 to \$3 million repurposed Federal earmarked funds to go toward the project.

Meeting Adjourned at 9:44 P.M.

AFFIDAVIT

I, the undersigned City Clerk for the City of Nebraska City, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Board of Commissioners, that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and available for public inspection at the office of the City Clerk; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the said minutes from which the foregoing proceedings have been extracted were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting.

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Randy A. Dunster, City Clerk-Treasurer

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# CITY OF NEBRASKA CITY

1409 Central Avenue  
Nebraska City, NE 68410-2223  
Phone: 402-873-5515  
Fax: 402-873-5685



## Agenda Information Support Sheet

To: Mayor and Commissioners

Council Meeting: September 19, 2016  
Agenda Item: #  
Submitted By: Alan Viox Fire Chief

**A. Synopsis of Issue:**

- a. Request approval of Alex Gress for membership of the Fire Rescue Reserve Program.

**B. Options:**

- a.

**C. Fiscal Note:**

- a. Alex can be supplied with gear from the basement supply room and would have to be provided with a life insurance policy of \$10,000.00 dollars for about \$45.00 dollars a year. State statute 35-108 references group life insurance for fire and rescue personnel be provided by the governing body. This is paid by the City and is in the fire budget line item 10-46-5044.

**D. Recommendation:**

- a. The Nebraska City Fire Rescue officers recommend that Alex Gress, be approved as a member of the volunteer fire explore program.
- b. *Recommended Motion:*  
Move for approval of Alex Gress as a volunteer member of the Nebraska City Fire Rescue explorer program.

**E. Background:**

- a. Alex, 17, is the son of Mike and Janelle Gress. He attends the Lourdes Catholic School system as a senior. The purpose of this program is to offer individuals age 16 or older the opportunity to participate in a career development program, as provided by the Nebraska City Volunteer Fire Department, allowing participants to explore the fire service as a career field.

\*\*\*\*\*

**Department Heads: Submit this form to Dave Partsch and Grayson Path by 5:00 pm of the day the Agenda meeting is held.**

Nebraska City

RELEASE

Fire/Rescue Reserve Program

Nebraska City, Nebraska

TO: The City of Nebraska City, Nebraska

The undersigned parents or guardians of Alex Gress, a minor, who desires to become an active member of the Nebraska City Fire/Rescue Reserve Program, in consideration of the City of Nebraska City, Nebraska, authorizing and said Alex Gress to participate as an active member of the Nebraska City Fire/Rescue Reserve Program and working with the Fire and Rescue personnel of the City of Nebraska City, Nebraska, do hereby release and forever discharge the City of Nebraska City, Nebraska, its agents and assigns, from any and all liability arising from the participation of Alex Gress in the Nebraska City Fire/Rescue Reserve Program, and further release and hold the City of Nebraska City, harmless from all manner of actions, causes of action, suits, proceedings, judgments, damages, claims and demands whatsoever in law or in equity against which the said Alex Gress, his heirs, personal representatives and assigns may bring against the City of Nebraska City, Nebraska, as a result of or arising from the participation of Alex Gress, in the Nebraska City Fire/Rescue Reserve Program operating under and authorized by the City of Nebraska City, Nebraska.

Dated this 7 day of August, 2016

[Signature]  
Parent or Guardian

[Signature]  
Parent or Guardian

WITNESS:

[Signature]

Nebraska City

August 7, 2016

City of Nebraska City, Nebraska  
Fire/Rescue Reserve Program

Dear Chief Viox,

My name is Alex Gress. I am 17 years old and attend Lourdes Catholic School with my senior year beginning in August. I am interested in becoming an active member of the Nebraska City Fire/Rescue Reserve Program offered through our city. My curiosity, in this area of study and expertise, started at a very young age. I believe this is one of my callings to be of service to others.

It would be an honor to participate in the explorers program, and I assure you I would give full effort, attentiveness, and follow the rules of the training process for my own personal safety and the safety of others. I will continue to keep my schooling and grades a priority, and make good personal decisions along the way.

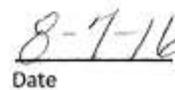
Thank you for your consideration. I may be reached at 402-873-7714 (h) or 402-209-4274 (c).

Sincerely,



Alex Gress  
1016 Terrace Drive  
Nebraska City, NE 68410

Parents: Michael and Janelle Gress

  
Name  
Name  
Date

## **NEBRASKA CITY VOLUNTEER FIRE DEPARTMENT FIREFIGHTER EXPLORER PROCEDURE**

### **PURPOSE:**

The purpose of this program shall be to offer individuals age 16 or older the opportunity to participate in a career development program, as provided by the Nebraska City Volunteer Fire Department, thereby allowing participants to explore the fire service as a career field.

### **OVERVIEW:**

The Fire Fighter Explorer Program is a program offered by the Nebraska City Volunteer Fire Department to those qualifying individuals who apply and are approved for membership in the program. The program is offered completely and solely by the Nebraska City Volunteer Fire Department and is not connected with any other national, state or local organization(s). During the course of membership, some training and interactions may be provided by organizations other than the Nebraska City Volunteer Fire Department.

### **MEMBERSHIP:**

1. Any person desiring to become a member of the Nebraska City Volunteer Fire Department Explorer Program shall make written application to the Fire Chief of the Department signed by both the applicant and their parent or guardian.
2. Applicants shall be currently enrolled in high school, have graduated from high school, or have attained a General Education Development (G.E.D.) diploma. Applicants still in high school shall maintain a passing grade average of at least C+ or equivalent while a member of the Explorer program. Explorers shall realize that participation in this program is a privilege extended to them by the Fire Department and may be revoked at any time. Conviction or a finding of guilty of criminal offenses even if a misdemeanor may be grounds for dismissal. The decision shall be at the discretion of the Chiefs of the Department.
3. As a minimum, the Fire Chief shall review all applications, and at least one Assistant Fire Chief and at least one full time paid firefighter for consideration for membership.
4. Each member shall complete a basic educational program as defined by the Fire Department Explorer Program Sponsor before being allowed to participate in hands on training evolutions. The basic educational program should be similar in content to the basic educational program required of new fire department members. After completion of the basic educational program one the Chiefs, Captains or Paid Drivers of the Department shall interview the member. This interview shall be for the purpose of determining if the Explorer member shall be allowed to participate in hands on training and response activities.

## Nebraska City

5. Participation in hands on training activities and response to actual Department incidents shall be at the discretion of the Incident Commander of the training activity or incident. In no case shall Explorer members be allowed on first response units. Explorers may be allowed to ride in Department vehicles in approved riding positions only.
6. Explorer members who are enrolled in school will not be allowed to carry Fire Department pagers during school and in no case shall they respond during regular school hours. If the need would arise to request Explorer individuals from school, such a request shall be from the Incident Commander via school officials. The Incident Commander or the Fire Chief because of participation at actual Fire Department response shall / may request excused absence from school.
7. Explorer members shall report to the fire scene directly during a fire call obeying all traffic regulations and park approximately two (2) blocks from the scene. Explorers will not respond to 10-45 calls under any circumstance. No Explorer member shall possess a "red light permit" and each member shall obey all traffic laws when responding. No Explorer member shall be allowed to operate Fire Department vehicles. No Explorer under the age of 18 shall be allowed to operate powered hand tools of the Department.
8. Each member shall participate in scheduled training and work details of the Explorer Program. Excused absences may be granted by one of the Chiefs of the Department, or by the Fire Department member responsible for the training or work detail. It shall be the Explorer Program Members responsibility to seek an excused absence.
9. Explorers shall not be allowed in "Hot Zones" of any incident at any time. Locations that could quickly become the "Hot Zone" shall also be off limits to Explorers. An example of such as potential "Hot Zone" would be a location above a fire in a building, an area that could quickly become engulfed in fire if the wind were to shift, at a wildland fire or any area that could become enveloped in a hazardous material incident. Explorers shall obey to the best of their ability the commands of Department Officers.
10. Explorers may be allowed into areas where a fire has occurred but only after the fire is completely extinguished and the area has been declared safe for entry by any civilian.

Nebraska City

Public Power and Public Natural Gas Week 2016

October 2<sup>nd</sup> to October 8<sup>th</sup>.

**PROCLAMATION RECOGNIZING PUBLIC POWER AND PUBLIC NATURAL GAS WEEK, OCTOBER 2-8, AND HOW NEBRASKA CITY UTILITIES “TURNS ON” and “HEATS UP” OUR COMMUNITY**

WHEREAS, we, the citizens of Nebraska City, place high value on local control over community services and therefore have chosen to operate a community-owned, locally controlled, not-for-profit electric and natural gas utility and, as consumers and owners of our electric and natural gas utility, have a direct say in utility operations and policies; and

WHEREAS, Nebraska City Utilities provides our homes, businesses, farms, social service, and local government agencies with reliable, efficient, and cost-effective electricity and natural gas employing sound business practices designed to ensure the best possible service at not-for-profit rates; and

WHEREAS, Nebraska City Utilities is a valuable community asset that contributes substantially to the well-being of local citizens through energy efficiency, customer service, environmental protection, economic development, and safety awareness; and

WHEREAS, Nebraska City Utilities is a dependable and trustworthy institution whose local operation provides many consumer protections and continues to make our community a better place in which to live and work;

NOW, THEREFORE BE IT RESOLVED: that Nebraska City Utilities will continue to work to bring lower-cost, safe, reliable electricity and natural gas to community homes and businesses in the area that it serves just as it has since 1941, the year when the utility department was created to serve all the citizens of Nebraska City and several surrounding communities; and

BE IT FURTHER RESOLVED: that the week of October 2<sup>nd</sup> - 8th be designated Public Power Week and Public Natural Gas Week in order to recognize the Utilities Department for its contributions to the community and to make its consumer-owners, policy makers, and employees more aware of its contributions to their well-being and how it makes their lives powerful and warm; and

BE IT FURTHER RESOLVED: that our community joins hands with more than 2,000 other public power and natural gas systems in the United States in this celebration of public power and natural gas.

Signed:

Title: Mayor

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Nebraska City  
**PROCLAMATION**

**WHEREAS:** The United States Women of Today and the Nebraska City Women of Today have set aside the week of September 18-24, 2016 to recognize the many community activities of the dedicated Women of Today in and throughout the country; and

**WHEREAS:** The United States Women of Today and the Nebraska City Women of Today are dedicated to actively promoting such public awareness and service programs as Friends of Foster Children and Domestic Violence Awareness; and

**WHEREAS:** The United States Women of Today and the Nebraska City Women of Today provide leadership training and personal development opportunities through community service to the citizens of America; and

**WHEREAS:** Women of Today are “United by our friendship and belief in the future”;

**THEREFORE:** I, Mayor Bryan Bequette  
Do hereby proclaim the week of September 18-24, 2016 as WOMEN OF TODAY WEEK and urge all citizens of our community to give full regard to the services of the Nebraska City Women of Today.

IN WITNESS WHEREOF, I have  
hereunto set my hand on this 19<sup>th</sup> Day of  
September 2016.

Nebraska City

**NEWS-PRESS**  
823 Central Avenue  
NEBRASKA CITY, NEBRASKA

**PROOF OF PUBLICATION**

The State of Nebraska, } SS.  
County of Otoe,

**Tammy Schumacher**...being first duly sworn, says that she is General Manager for the NEWS-PRESS, a legal newspaper which is published and is in general circulation in Otoe County, Nebraska, and is printed Bi-weekly at its office in Nebraska City, Nebraska; that said newspaper has been so published for more than fifty-two consecutive weeks prior to the publication of the annexed notice, and has a bona fide circulation of more than three hundred copies each issue. That to affiant's personal knowledge the annexed notice was published in said newspaper 1 consecutive weeks, beginning with the issue of September 9, 2016, and in every subsequent issue of said newspaper up to and including the issue of September 9, 2016

**Public Notices**  
**NOTICE OF PUBLIC HEARING**  
Notice is hereby given that on Monday, September 19, 2016, at 6:00 PM in the Council Chambers at City Hall the City Council will hold a public hearing on a request for a final plat known as Meriwether Point Subdivision. The site is located at 204 S. 60th Rd. The property is legally described as a tract of land located in the S.E. ¼ of the N.E. ¼ of Section 13, T.8N, R.13E, of the 6th P.M., Otoe County, Nebraska.  
At the time and place of the public hearing, all interested persons and citizens may appear and will be given an opportunity to be heard either in support of or in opposition to the request. Individuals requiring physical or sensory accommodations, please contact the clerk's office (402) 873-5515 no later than 12:00 noon, on Friday, September 16, 2016.  
Patty Moore  
Planning Commission Secretary  
Published in the News-Press  
September 9, 2016.  
#12673 ZNEZ

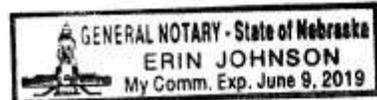
Publisher's fee at legal rate is \$ 16.46

Tammy Schumacher

Subscribed and sworn to before me this 12<sup>th</sup> Day of September, 2016

Erin Johnson  
Notary Public

My Commission expires June 9, 2019



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## Nebraska City

### Nebraska City Utilities Statement of Net Position For Period Ending: July 31, 2016

	Current Month Amount	Assets	Current Y-T-D Amount
	***	***	
Net Plant in Service:			
Electric Department	98,345.90		63,399,821.38
Gas Department	48,022.53		17,905,061.35
Water Department	25,821.52		15,209,853.36
Sanitation Department	624.36		18,610,601.87
Overhead	21,000.00		210,000.00
Subtotal	193,814.31		115,323,337.96
Less:			
Accumulated Depreciation	245,952.65		52,488,349.15
Contribution in Aid of Construction	3,557.70		18,161,241.77
Subtotal	249,510.35		70,649,590.92
<b>Total Net Plant</b>	<b>-55,696.04</b>		<b>44,673,747.04</b>
Special Deposits	560.25		3,732,874.54
Current Assets			
Operating Funds	430,952.50		8,430,962.51
Restricted Funds	-323,604.77		3,654,640.85
<b>Total Funds</b>	<b>107,347.73</b>		<b>12,085,603.36</b>
Receivables	205,964.32		2,757,732.24
Less Allowance	3,462.11		-20,308.52
<b>Net Receivables</b>	<b>209,426.43</b>		<b>2,737,423.72</b>
Long Term Receivables-Transmission Credit			
Inventory	117,420.06		1,954,580.98
Prepaid Items	-32,506.94		908,411.22
<b>Total Current Assets</b>	<b>401,687.28</b>		<b>17,695,419.28</b>
Deferred Charges	173,942.71		608,213.91
<b>Total Assets</b>	<b>521,194.20</b>		<b>66,710,254.77</b>
		<b>** Liabilities &amp; Net Position **</b>	
Capitalization			
Long Term Debt	0.00		4,278,293.88
Less Current Installments			
<b>Net Long Term Debt</b>	<b>0.00</b>		<b>4,278,293.88</b>
Change in Net Position	358,175.17		161,269.64
<b>Net Position</b>	<b>0.00</b>		<b>57,832,321.35</b>
<b>Total Capital</b>	<b>358,175.17</b>		<b>62,271,884.87</b>
Current Liabilities			
Current Installments Long Term Debt			
Accounts Payable	82,795.38		1,645,013.05
Accrued Interest	11,587.05		28,247.47
Other Current Liabilities	68,636.60		2,765,109.38
<b>Total Current Liabilities</b>	<b>163,019.03</b>		<b>4,438,369.90</b>
<b>Total Liabilities/Net Position</b>	<b>521,194.20</b>		<b>66,710,254.77</b>

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# Nebraska City

## Nebraska City Utilities

### Combined Operations

October 01, 2015 - July 31, 2016

	Current Month Amount	Last Year Curr Month Amount	Curr Month Amt (-) Last YR Month Amt		Current Y-T-D Amount	Last Year Y-T-D Amount	Current Y-T-D (-) Last Y-T-D Amount	
<b>Electric Operations:</b>								
Electric Revenue	1,679,136.93	1,547,845.39	131,291.55	8.48%	12,052,861.84	11,790,581.02	272,280.82	2.31%
Electric Revenue - Unbilled			0.00				0.00	
Cost of Revenue	-931,613.68	-882,674.63	-48,939.05	5.54%	-8,669,622.93	-8,775,819.55	106,197.22	-1.21%
Transfer of Funds to City	-64,820.28	-60,365.19	-4,454.89	7.38%	-453,474.94	-447,997.45	-5,477.49	1.22%
Gross Margin	682,702.97	604,805.36	77,897.61	12.88%	2,939,784.57	2,566,764.02	373,000.55	14.53%
Deferred Elec Rev Ydy Entry			0.00	#DIV/0!	0.00	0.00	0.00	#DIV/0!
Other Direct (Net)	20,685.54	13,932.46	6,753.08	48.47%	126,709.39	98,043.72	28,665.67	29.24%
Total Direct Inc/Exp	20,685.54	13,932.46	6,753.08	48.47%	126,709.39	98,043.72	28,665.67	29.24%
Net Contribution	703,388.51	618,737.82	84,650.69	13.68%	3,086,473.96	2,664,807.74	401,666.22	15.07%
<b>Gas Operations:</b>								
Gas Revenue	168,124.89	167,988.34	136.55	0.08%	3,018,021.88	4,019,740.08	-1,001,718.20	-24.92%
Gas Revenue - Unbilled								
Cost of Revenue	-171,102.27	-162,188.21	-8,914.06	5.50%	-2,439,325.33	-3,360,121.43	920,796.10	-27.40%
Transfer of Funds to City	-6,977.04	-6,865.18	-111.86	1.63%	-117,891.64	-157,563.01	39,671.38	-25.18%
Gross Margin	-9,954.42	-1,065.05	-8,889.37	894.64%	460,804.91	502,055.63	-41,250.72	-8.22%
Other Direct (Net)	-1,098.38	496.76	-1,595.14	-321.11%	-382.17	13,653.05	-14,035.22	-102.80%
Total Direct Inc/Exp	-1,098.38	496.76	-1,595.14	-321.11%	-382.17	13,653.05	-14,035.22	-102.80%
Net Contribution	-11,052.80	-568.29	-10,484.51	1844.92%	460,422.74	515,708.68	-55,285.94	-10.71%
<b>Water Operations:</b>								
Water Revenue	143,800.54	131,095.25	12,705.29	9.69%	1,175,159.88	1,109,202.44	65,957.44	5.95%
Water Revenue - Unbilled								
Cost of Revenue	-112,196.46	-74,576.02	-37,620.44	50.45%	-796,849.73	-733,178.56	-63,571.17	8.57%
Gross Margin	31,604.08	56,519.23	-24,915.15	-44.08%	378,310.15	375,923.88	2,386.27	0.63%
Other Direct (Net)	6,852.05	5,874.37	977.68	16.64%	64,778.12	58,942.92	5,835.20	9.90%
Total Direct Inc/Exp	6,852.05	5,874.37	977.68	16.64%	64,778.12	58,942.92	5,835.20	9.90%
Net Contribution	38,456.13	62,393.60	-23,937.47	-38.37%	443,088.27	434,896.80	8,221.47	1.89%
<b>Sanitation Oper:</b>								
Sanitation Revenue	140,633.19	138,817.05	1,816.14	1.31%	1,347,716.95	1,329,089.31	18,627.65	1.40%
Sanitation Revenue - Unbilled								
Cost of Revenue	-72,899.09	-72,996.71	97.62	-0.13%	-731,989.59	-720,476.28	-11,113.31	1.54%
Gross Margin	67,734.10	65,820.34	1,913.76	2.91%	616,127.37	608,613.03	7,514.34	1.23%
Other Direct (Net)	439.54	0.00	439.54	100.00%	1,040.18	683.72	356.46	100.00%
Total Direct Inc/Exp	439.54	0.00	439.54	100.00%	1,040.18	683.72	356.46	100.00%
Net Contribution	68,173.64	65,820.34	2,353.30	3.58%	617,167.55	609,296.75	7,870.80	1.29%
<b>Combined Operations</b>								
Total Net Contributed	798,965.48	746,383.47	52,582.01	7.04%	4,587,152.52	4,224,679.97	362,472.55	8.58%
General Operations	-214,929.81	-214,481.54	-448.27	0.21%	-2,150,161.83	-2,160,631.81	10,469.98	-0.48%
Interest Expense	-11,587.05	-12,142.89	555.84	-4.58%	-118,659.02	-124,784.55	6,125.53	-4.91%
Interest Income	10,945.97	9,965.16	980.81	9.84%	95,132.17	85,484.35	9,647.82	11.29%
Depr. Expense	-224,500.00	-217,500.00	-7,000.00	3.22%	-2,245,000.00	-2,175,000.00	-70,000.00	3.22%
Pay in Lieu Of Taxes	-719.42	-802.75	83.33	-10.58%	-7,194.20	-8,027.50	833.30	-10.58%
Total Net Income	358,175.17	311,421.45	46,753.72	15.01%	161,269.64	-158,279.54	319,549.18	-201.89%

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# Nebraska City

## Nebraska City Utilities Combined Revenue, Receipts & Receivable October 1, 2015 - July 31, 2016

	Current Month Amount	Last Year Curr Month Amount	Curr Month Amt (-) Last YR Month Amt		Current Y-T-D Amount	Last Year Y-T-D Amount	Current Y-T-D (-) Last Y-T-D Amount	
<b>Electric Revenue:</b>								
Residential	703,561.04	588,913.79	114,647.25	19.47%	4,603,899.23	4,170,536.23	233,363.00	5.34%
Residential - Unbilled			0.00	#DIV/0!			0.00	#DIV/0!
Commercial	328,409.61	292,866.32	35,593.29	12.15%	2,501,715.05	2,306,244.32	115,470.73	4.84%
Commercial - Unbilled			0.00	#DIV/0!			0.00	#DIV/0!
Industrial	607,812.64	631,579.92	-23,767.28	-3.75%	4,603,568.14	4,710,036.00	-56,447.86	-1.20%
Industrial - Unbilled			0.00	#DIV/0!			0.00	#DIV/0!
Street Lighting	4,343.95	4,343.60	0.35	0.01%	43,499.50	43,126.85	312.65	0.72%
Dusk to Dawn Lighting	8,537.16	8,235.96	301.20	3.66%	83,401.01	80,086.62	3,314.39	4.14%
Municipalities	18,053.33	15,416.25	2,637.08	17.11%	130,242.87	135,851.31	-5,608.44	-4.13%
Capacity			0.00	100.00%			0.00	100.00%
Other Utilities			0.00				0.00	#DIV/0!
Penalties	8,369.20	6,489.54	1,879.66	28.96%	46,576.04	64,699.69	-18,123.65	-28.01%
<b>Total Electric Revenue</b>	<b>1,679,136.83</b>	<b>1,547,845.38</b>	<b>131,291.45</b>	<b>8.48%</b>	<b>12,062,861.84</b>	<b>11,790,581.02</b>	<b>272,280.82</b>	<b>2.31%</b>
<b>Gas Revenue:</b>								
Residential	66,309.90	68,473.45	-2,163.55	-3.16%	1,459,684.80	1,913,435.52	-458,750.72	-23.93%
Residential - Unbilled								
Commercial	39,861.52	30,053.51	9,808.01	32.64%	743,280.27	1,056,608.50	-313,328.23	-29.65%
Commercial - Unbilled								
Industrial	61,267.20	68,730.25	-7,462.99	-10.86%	805,524.44	1,005,039.12	-200,510.68	-21.49%
Industrial - Unbilled								
Penalties	685.77	731.09	-45.32	-6.20%	9,532.37	18,660.94	-9,128.57	-48.92%
<b>Total Gas Revenue</b>	<b>168,124.89</b>	<b>167,988.34</b>	<b>136.55</b>	<b>0.08%</b>	<b>3,018,021.88</b>	<b>4,019,740.08</b>	<b>-1,001,718.20</b>	<b>-24.92%</b>
<b>Water Revenue:</b>								
Residential	88,482.40	81,423.81	5,058.59	6.08%	744,713.98	713,958.74	30,755.24	4.31%
Residential - Unbilled								
Commercial	54,501.41	46,896.86	7,604.55	16.22%	425,793.85	388,169.51	37,624.34	9.69%
Commercial - Unbilled								
Fire Hydrants	173.75	166.80	6.95	4.17%	1,738.07	1,676.02	62.05	3.70%
Penalties	542.98	607.78	-65.20	-5.79%	2,913.98	5,398.17	-2,484.19	-46.02%
<b>Total Water Revenue</b>	<b>143,800.54</b>	<b>131,095.25</b>	<b>12,705.29</b>	<b>9.69%</b>	<b>1,175,159.88</b>	<b>1,109,202.44</b>	<b>65,957.44</b>	<b>5.95%</b>
<b>Sanitation Revenue:</b>								
Residential	77,688.45	77,669.63	18.82	0.02%	771,562.44	773,232.97	-1,670.53	-0.22%
Residential - Unbilled								
Commercial	40,426.79	37,714.81	2,711.98	7.19%	369,614.22	343,025.49	26,588.73	7.75%
Commercial - Unbilled								
Industrial	22,517.95	23,432.41	-914.46	-3.90%	206,540.30	212,830.85	-6,290.55	-2.96%
Industrial - Unbilled								
<b>Total Sanitation</b>	<b>140,633.19</b>	<b>138,817.05</b>	<b>1,816.14</b>	<b>1.31%</b>	<b>1,347,716.96</b>	<b>1,329,089.31</b>	<b>18,627.65</b>	<b>1.40%</b>
<b>Other Revenue:</b>								
Other Electric	20,685.34	13,932.46	6,752.88	48.47%	126,709.39	98,043.72	28,665.67	29.24%
Other Gas	-1,098.38	496.76	-1,595.14	-321.11%	-382.17	13,653.05	-14,035.22	-102.80%
Other Water	6,852.05	5,874.37	977.68	16.64%	64,776.12	58,942.92	5,833.20	9.90%
Other Sanitation	439.54	0.00	439.54	100.00%	1,040.18	683.72	356.46	100.00%
<b>Total Other Revenue</b>	<b>26,878.75</b>	<b>20,303.59</b>	<b>6,575.16</b>	<b>32.38%</b>	<b>192,145.52</b>	<b>171,323.41</b>	<b>20,822.11</b>	<b>12.15%</b>
<b>Operating Revenue</b>	<b>2,158,574.30</b>	<b>2,005,049.61</b>	<b>153,524.69</b>	<b>7.60%</b>	<b>17,795,906.08</b>	<b>18,419,936.26</b>	<b>-624,030.18</b>	<b>-3.39%</b>
Interest	10,945.97	9,965.18	980.81	9.84%	95,132.17	85,484.35	9,647.82	11.29%
<b>Total Revenue</b>	<b>2,169,520.27</b>	<b>2,015,014.77</b>	<b>153,505.50</b>	<b>7.61%</b>	<b>17,891,038.25</b>	<b>18,505,420.61</b>	<b>-614,382.36</b>	<b>-3.32%</b>

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# Nebraska City

Nebraska City Utilities  
General Operations for EGWS #300  
October 1, 2015 - July 31, 2016

	Current Month Amount	Last Year Curr Month Amount	Curr Month Amt (-) Last YR Month Amt		Current Y-T-D Amount	Last Year Y-T-D Amount	Current Y-T-D (-) Last Y-T-D Amount	
<b>Accounting/Collections</b>								
Supervision	3,974.12	3,642.85	331.27	9.09%	35,068.63	34,348.15	720.48	2.10%
Meter Reading	8,864.03	10,819.12	-1,955.09	-18.07%	92,348.09	91,507.68	840.41	0.92%
Collecting	9,986.56	10,645.03	-658.47	-6.19%	108,859.99	121,060.26	-12,200.27	-10.08%
Billing/Collecting	13,946.00	18,655.30	-4,709.30	-25.24%	159,220.01	158,672.53	547.48	0.35%
Total Acct/Coll.	36,770.71	43,762.30	-6,991.59	-15.98%	395,496.72	405,588.62	-10,091.90	-2.49%
<b>Sales Pro:</b>								
Supervision	1,883.24	1,617.77	265.47	16.41%	18,860.35	17,920.90	939.45	5.24%
Misc	7,019.63	6,814.06	205.57	3.02%	68,717.00	62,858.90	5,858.10	9.32%
Total Sales Pro.	8,902.87	8,431.83	471.04	5.59%	87,577.35	80,779.80	6,797.55	8.41%
<b>General:</b>								
Adm. Salary	8,777.69	8,493.06	284.63	3.35%	87,942.77	100,378.51	-12,435.74	-12.39%
General Salary	18,086.80	18,755.55	-668.75	-3.57%	172,081.02	170,738.60	1,342.42	0.79%
Office Sup.	1,516.52	1,884.41	-367.89	-19.52%	18,606.03	17,830.45	775.58	4.35%
Prof. Services	4,650.29	4,726.25	-75.96	-1.61%	38,170.97	37,984.45	186.52	0.49%
Insurance	36,645.82	34,538.00	2,107.82	6.10%	332,240.45	339,813.41	-7,572.96	-2.23%
Employee Welfare	59,931.07	57,401.91	2,529.16	4.41%	648,822.79	604,883.96	43,938.83	7.26%
Pensions/FICA/Medicare	44,521.94	46,087.37	-1,565.43	-3.40%	450,706.68	446,759.24	3,947.44	0.88%
Misc. General Expense	6,758.41	1,590.57	5,227.84	341.56%	37,885.18	37,583.39	301.79	0.80%
Free Street Lighting for N.C.	4,720.05	4,755.92	-35.87	-0.75%	47,559.20	47,559.18	0.02	0.00%
Overhead Construction	-16,352.36	-15,885.63	-466.73	2.94%	-166,927.33	-129,267.80	-37,659.53	29.13%
Total General	169,256.23	162,287.41	6,968.82	4.29%	1,667,087.76	1,674,263.39	-7,175.63	-0.43%
<b>Total Operations</b>	<b>214,929.81</b>	<b>214,481.54</b>	<b>448.27</b>	<b>0.21%</b>	<b>2,150,161.83</b>	<b>2,160,631.81</b>	<b>-10,469.98</b>	<b>-0.48%</b>

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# Nebraska City

## Nebraska City Utilities Revenue to Consumption Comparison October 1, 2015 - July 31, 2016

Pg. 1

	Current Month Amount	Last Year Curr Month Amount	Curr Month Amt (-) Last YR Month Amt		Current Y-T-D Amount	Last Year Y-T-D Amount	Current Y-T-D (-) Last Y-T-D Amount	
<b>ELECTRIC REVENUE/CONSUMPTION</b>								
Residential	703,561.04	588,933.79	114,647.25	19.47%	4,603,899.23	4,370,536.23	233,363.00	5.34%
Residential - Unbilled			0.00	#DIV/0!			0.00	#DIV/0!
KWH's	5,877,879.00	4,911,580.00	966,299.00	19.67%	41,960,618.00	41,877,847.00	82,771.00	0.20%
Commercial	328,459.61	292,866.32	35,593.29	12.15%	2,501,715.05	2,386,244.32	115,470.73	4.84%
Commercial - Unbilled			0.00	#DIV/0!			0.00	#DIV/0!
KWH's	2,676,526.00	2,375,649.00	300,877.00	12.67%	22,949,817.00	22,390,597.00	559,220.00	2.50%
Industrial	607,812.64	691,579.92	-23,767.28	-3.76%	4,653,588.14	4,710,036.00	-56,447.86	-1.20%
Industrial - Unbilled			0.00	#DIV/0!			0.00	#DIV/0!
KWH's	6,460,554.00	6,563,687.00	-103,133.00	-1.57%	56,791,230.00	56,376,415.00	414,815.00	0.74%
Dusk to Dawn Lighting	8,537.16	8,235.96	301.20	3.66%	83,401.01	80,086.62	3,314.39	4.14%
KWH's	72,133.00	69,762.00	2,371.00	3.40%	700,528.00	675,409.00	28,119.00	4.16%
Street Lighting	4,343.95	4,343.60	0.35	0.01%	43,439.50	43,126.85	312.65	0.72%
KWH's	168,818.00	168,818.00	0.00	0.00%	1,687,143.00	1,684,643.00	2,500.00	0.15%
Municipalities	18,053.33	15,416.25	2,637.08	17.11%	130,242.87	135,851.31	-5,608.44	-4.13%
KWH's	177,200.00	142,800.00	34,400.00	24.09%	1,512,000.00	1,605,600.00	-93,600.00	-5.21%
Surge Protection Capacity								
Other Utilities			0.00	#DIV/0!			0.00	#DIV/0!
KWH's	1,325,405.00	490,135.00	835,270.00	170.42%	6,625,314.00	6,487,798.00	137,516.00	2.91%
Penalties	8,369.20	6,489.54	1,879.66	28.96%	46,576.04	64,699.69	-18,123.65	-28.01%
<b>TOTAL ELECTRIC REVENUE</b>	<b>1,679,136.93</b>	<b>1,547,845.38</b>	<b>131,291.55</b>	<b>8.48%</b>	<b>12,062,861.84</b>	<b>11,790,581.02</b>	<b>272,280.82</b>	<b>2.31%</b>
<b>TOTAL ELECTRIC CONSUMPTION</b>	<b>16,758,535.00</b>	<b>14,722,431.00</b>	<b>2,036,084.00</b>	<b>13.83%</b>	<b>132,219,450.00</b>	<b>131,048,309.00</b>	<b>1,191,141.00</b>	<b>0.91%</b>
<b>GAS REVENUE/CONSUMPTION</b>								
Residential	66,309.90	68,473.45	-2,163.55	-3.16%	1,459,684.80	1,918,435.52	-458,750.72	-23.91%
Residential - Unbilled								
CCF - Gas	44,733.00	47,696.00	-2,963.00	-6.21%	2,079,455.00	2,430,651.00	-351,196.00	-14.45%
Commercial	39,861.52	30,053.51	9,808.01	32.64%	743,380.27	1,056,608.50	-313,228.23	-29.65%
Commercial - Unbilled								
CCF - Gas	55,313.00	30,121.00	25,192.00	83.64%	1,106,950.00	1,346,740.00	-239,790.00	-17.81%
Industrial	61,267.70	68,730.29	-7,462.59	-10.86%	805,524.44	1,026,035.12	-220,510.68	-21.49%
Industrial - Unbilled								
CCF - Gas	149,717.00	162,200.00	-12,483.00	-7.70%	1,935,691.00	1,959,526.00	-24,235.00	-1.26%
Penalties	685.77	731.09	-45.32	-6.20%	5,532.37	18,660.94	-13,128.57	-48.92%
<b>TOTAL GAS REVENUE</b>	<b>168,124.89</b>	<b>167,988.34</b>	<b>136.55</b>	<b>0.08%</b>	<b>3,018,021.88</b>	<b>4,019,740.08</b>	<b>-1,001,718.20</b>	<b>-24.92%</b>
<b>TOTAL GAS CONSUMPTION</b>	<b>249,763.00</b>	<b>240,017.00</b>	<b>9,746.00</b>	<b>4.06%</b>	<b>5,102,096.00</b>	<b>5,737,317.00</b>	<b>-635,221.00</b>	<b>-11.07%</b>
<b>WATER REVENUE/CONSUMPTION</b>								
Residential	88,482.40	83,423.81	5,058.59	6.06%	744,713.98	713,058.74	30,755.24	4.31%
Residential - Unbilled								
CF - Water	3,690,045.00	3,377,907.00	312,138.00	9.24%	28,087,237.00	26,275,994.00	1,811,243.00	6.89%
Commercial	54,501.41	46,896.86	7,604.55	16.22%	425,793.85	388,169.51	37,624.34	9.69%
Commercial - Unbilled								
CF - Water	3,998,883.00	3,044,696.00	954,187.00	31.34%	27,459,240.00	24,132,606.00	3,326,634.00	13.78%
Fire Hydrants	175.75	165.80	9.95	4.17%	1,738.07	1,676.02	62.05	3.70%
CF - Water								
Penalties	642.98	607.78	35.20	5.79%	2,913.98	5,398.17	-2,484.19	-46.02%
<b>TOTAL WATER REVENUE</b>	<b>143,800.54</b>	<b>131,095.25</b>	<b>12,705.29</b>	<b>9.69%</b>	<b>1,175,159.88</b>	<b>1,109,202.44</b>	<b>65,957.44</b>	<b>5.95%</b>
<b>TOTAL WATER CONSUMPTION</b>	<b>7,688,928.00</b>	<b>6,422,603.00</b>	<b>1,266,325.00</b>	<b>19.72%</b>	<b>55,546,486.00</b>	<b>50,408,600.00</b>	<b>5,137,886.00</b>	<b>10.19%</b>

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# Nebraska City

## Nebraska City Utilities Revenue to Consumption Comparison October 1, 2015 - July 31, 2016

Fig. 2

	Current Month Amount	Last Year Curr Month Amount	Curr Month Amt (-) Last YR Month Amt		Current Y-T-D Amount	Last Year Y-T-D Amount	Current Y-T-D (-) Last Y-T-D Amount	
<b>SANITATION REVENUE/CONSUMPTION</b>								
Residential	77,688.45	77,669.83	18.62	0.02%	771,562.44	773,232.97	-1,670.53	-0.21%
Residential - Unbilled								
Commercial	40,426.79	37,714.81	2,711.98	7.19%	369,614.22	343,025.49	26,588.73	7.75%
Commercial - Unbilled								
Industrial	22,517.95	23,432.41	-914.46	-3.90%	206,540.30	212,830.85	-6,290.55	-2.95%
Industrial - Unbilled								
<b>TOTAL SANITATION REVENUE</b>	<b>140,633.19</b>	<b>138,817.05</b>	<b>1,816.14</b>	<b>1.31%</b>	<b>1,347,716.96</b>	<b>1,329,089.31</b>	<b>18,627.65</b>	<b>1.40%</b>
<b>OTHER REVENUE</b>								
Other Electric	20,685.54	13,932.46	6,753.08	48.47%	126,709.39	98,043.72	28,665.67	29.24%
Other Gas	-1,098.38	496.75	-1,595.14	-321.11%	-382.17	13,653.05	-14,035.22	-102.80%
Other Water	5,852.05	5,874.37	977.88	16.84%	64,778.12	68,942.92	-4,164.80	-6.04%
Other Sanitation	439.54		439.54	100.00%	1,040.18	683.72	356.46	100.00%
<b>TOTAL OTHER REVENUE</b>	<b>26,878.75</b>	<b>20,303.59</b>	<b>6,575.16</b>	<b>32.38%</b>	<b>192,145.52</b>	<b>171,323.41</b>	<b>20,822.11</b>	<b>12.15%</b>
<b>TOTAL OPERATION REVENUE</b>	<b>2,158,574.30</b>	<b>2,006,048.61</b>	<b>152,524.69</b>	<b>7.60%</b>	<b>17,795,906.08</b>	<b>18,419,936.26</b>	<b>-624,030.18</b>	<b>-3.39%</b>
Interest	10,945.97	9,965.16	980.81	9.84%	95,132.17	85,484.35	9,647.82	11.29%
<b>TOTAL REVENUE</b>	<b>2,169,520.27</b>	<b>2,016,014.77</b>	<b>153,505.50</b>	<b>7.61%</b>	<b>17,891,038.25</b>	<b>18,505,420.61</b>	<b>-614,382.36</b>	<b>-3.32%</b>

## Nebraska City Utilities Accounts Payable Check Register August 2016

Check Number	Vendor Name	Amount	Return Check Code
47105	ALFRED BENESCH & COMPANY	16,944.31	R
47106	ALLIED ELECTRONICS INC.	758.63	R
47107	ALTEC INDUSTRIES INC.	646.13	R
47108	ALTERNATIVE TECHNOLOGIES INC	120.00	R
47109	AMBASSADOR WELLNESS CENTER LLC	976.77	R
47110	AMERICAN RECYCLING & SANITATIO	361.80	R
47111	BARRETT CONSTRUCTION CO.	3,800.00	R
47112	BINMASTER/DIV. OF GARNER INDUS	55.16	R
47113	CAPITAL BUSINESS SYSTEMS INC.	52.53	R
47114	CITY OF NEBRASKA CITY	9,836.84	R
47115	CITY OF NEBRASKA CITY	2,251.60	R
47116	COLONIAL LIFE & ACCIDENT INS	164.44	R
47117	CONCRETE INDUSTRIES INC.	328.95	R
47118	CONSOLIDATED WATER SOLUTIONS	22,500.00	R
47119	CULLIGAN WATER CONDITIONING-PE	207.05	R
47120	DATA TRONICS INC	1,142.33	R
47121	DIGI-KEY ELECTRONICS 333301	531.22	R
47122	DOUGLAS TIRE	2,290.14	R
47123	DPC INDUSTRIES INC.	2,387.60	R
47124	DUTTON-LAINSON	1,549.07	R
47125	ELSTER AMERICAN METER LLC	21,807.17	R
47126	GATHEOUSE MEDIA NE HOLDINGS	12.05	R
47127	Henry Motors	921.39	R
47128	HIRERIGHT LLC	147.09	R
47129	HOWARD ORNDORF	128.35	R
47130	IES COMMERCIAL INC	37,055.85	R
47131	INDELCO PLASTICS CORPORATION	1,514.81	R
47132	INTERSTATE INDUSTRIAL SERVICE	849.32	R
47133	JEFF KOHRS	99.44	R
47134	JERRY'S ELECTRIC INC.	11,515.00	R
47135	JOHN DAY COMPANY	184.20	R
47136	KRIZ-DAVIS CO.	3,807.92	R
47137	LANDIS ENGINE CO.	86.24	R
47138	LAWSON PRODUCTS INC	815.49	R
47139	LINCOLN ELECTRIC SUPPLY CO.	6,926.24	R
47140	LOGAN CONTRACTORS SUPPLY INC	91.81	R
47141	M E COLLINS CO. INC	92,670.75	R
47142	MARK FRANCOIS	114.49	R
47143	MARTIN'S FLAG COMPANY	126.60	R
47144	MARY C. MEYER	54.00	R
47145	MATRIX TRUST COMPANY	20,652.48	R
47146	METERING & TECHNOLOGY SOLUTION	826.80	R
47147	MIDWEST ENERGY SOLUTIONS	5,999.56	R
47148	MIDWEST FARMERS COOPERATIVE	21.29	R
47149	MIDWEST UNDERGROUND SUPPLY LLC	77.55	R
47150	MISSISSIPPI LIME CO.	9,450.21	R
47151	MOHAR	196.58	R

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Nebraska City  
 Nebraska City Utilities  
 Accounts Payable Check Register  
 August 2016

Check Number	Vendor Name	Amount	Return Check Code
47152	MUNICIPAL SUPPLY INC OF OMAHA	2,067.02	R
47153	MUTUAL OF OMAHA RETIREMENT SER	988.75	R
47154	NEBR CITY AREA ECONOMIC DEVELO	3,480.10	R
47155	NEBRASKA CHAMBER OF COMM & IND	525.00	R
47156	NEBRASKA CITY UTILITIES	172,938.73	R
47157	NEBRASKA CITY UTILITIES-PETTY	2,298.14	R
47158	NEBRASKA POWER REVIEW BOARD	1,691.15	R
47159	NEBRASKA PUBLIC HEALTH ENVIRON	564.00	R
47160	NMC EXCHANGE LLC	827.09	R
47161	OMAHA SLINGS INC.	764.99	R
47162	ONE CALL CONCEPTS INC.	253.83	R
47163	OTOE COUNTY RURAL WATER DISTRI	24.79	R
47164	PARKSON CORPORATION	4,387.00	R
47165	PCM/TIGER DIRECT	781.82	R
47166	PIPING RESOURCES INC	257.27	R
47167	PROCESS MEASUREMENT CO	105.30	R
47168	PUBLIC POWER GENERATION AGENCY	130,010.84	R
47169	PUBLIC POWER GENERATION AGENCY	105,903.02	R
47170	QUALITROL COMPANY LLC-BANK OF	111.13	R
47171	RBCO	193.27	R
47172	ROB SCHREINER	278.00	R
47173	ROLI INDUSTRIAL SALES INC.	1,079.38	R
47174	SAPP BROS SERVICE CENTERS	249.24	R
47175	LLC SHELTER HOME SERVICE	2,460.00	R
47176	SPRINT NEXTEL	261.84	R
47177	ST. MARY'S HOSPITAL COMMERCIAL	70.00	R
47178	STUTHEIT IMPLEMENT COMPANY	8.42	R
47179	SYRACUSE DO IT BEST	11.70	R
47180	TELEDYNE INSTRUMENTS INC.	140.83	R
47181	THE EMACULATE TOUCH COMPANY	794.78	R
47182	TROCK CENTER COMPANIES	8,489.32	R
47183	UNITED PARCEL SERVICE	446.63	R
47184	USPS-HASLER	4,000.00	R
47185	VERIZON WIRELESS	40.01	R
47186	VISA CARD SERVICES (ORSON	324.75	R
47187	W-K REPAIR	728.81	R
47188	WATER ENGINEERING INC.	249.05	R
47189	WENZL HARDWARE	76.75	R
47190	WESCO RECEIVABLES CORP.	24,991.33	R
47191	WESTLAKE ACE HARDWARE	35.74	R
47192	WESTOVER ROCK & SAND INC.	404.55	R
47193	WICK'S STERLING TRUCKS INC.	1,335.24	R
47194	WINDSTREAM NEBRASKA INC.	102.28	R
47195	YANT TESTING SUPPLY & EQUIPMEN	181.68	R
47196	ALFRED BENESCH & COMPANY	12,119.72	R
47197	APCA SECURITY & INTEGRITY FOUND	395.00	R
47198	ARBOR MART	906.82	R

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Nebraska City

Nebraska City Utilities  
Accounts Payable Check Register  
August 2016

Check Number	Vendor Name	Amount	Return Check Code
47199	BERRY	637.55	R
47200	BISHOP PLUMBING & HEATING INC	70.00	R
47201	CARL ABBOTT	150.96	
47202	CITY OF NEBRASKA CITY	2,437.04	R
47203	CITY OF NEBRASKA CITY	149.15	R
47204	CUMMINS CENTRAL POWER LLC	421.30	R
47205	DeROSSETT COMPANY	1,447.54	R
47206	DEPARTMENT OF ENERGY	127,546.27	R
47207	DOUGLAS TIRE	18.00	R
47208	EAKES OFFICE SOLUTIONS	2,090.66	R
47209	FASTENAL COMPANY	1,700.97	R
47210	FIRE PROTECTION SERVICE	225.93	R
47211	GROEBNER	3,800.04	R
47212	HACH COMPANY	1,265.12	R
47213	HOPKINS AUTOMOTIVE INC.	502.50	R
47214	INDUSTRIAL SALES CO. INC	710.51	R
47215	KBIE FM	495.00	R
47216	KBCY	120.00	R
47217	KRIZ-DAVIS CO.	3,009.05	R
47218	LARSON MOTORS INC.	21.51	R
47219	LEAGUE OF NE MUNICIPALITIES	4,057.00	R
47220	MALLOY ELECTRIC	251.26	R
47221	MEAD LUMBER DO IT BEST	634.50	R
47222	MERCER'S DO IT BEST	739.53	R
47223	MIDWEST FARMERS COOPERATIVE	34.31	R
47224	MIDWEST MACHINE	256.37	
47225	NAPA AUTO PARTS OF NC	43.50	R
47226	NC MULLENAX AUTO SUPPLY INC.	464.25	R
47227	O'REILLY AUTO PARTS	97.60	R
47228	OMAHA DOOR & WINDOW	295.50	R
47229	OMAHA PUBLIC POWER DISTRICT	87.28	R
47230	OMAHA PUBLIC POWER DISTRICT	279,247.37	R
47231	PAPER TIGER	120.60	R
47232	PCM/TIGER DIRECT	118.14	R
47233	PEERLESS WIPING CLOTH CO.	666.00	R
47234	PIPING RESOURCES INC	1,762.03	R
47235	REEF INDUSTRIES INC.	1,048.00	R
47236	ROSS CHEMICAL INC.	8,982.76	R
47237	SYRACUSE AUTO SUPPLY	54.08	R
47238	TELEDYNE INSTRUMENTS INC.	577.60	R
47239	TODD CHANEY	128.52	R
47240	UNITED PARCEL SERVICE	439.88	R
47241	WASHINGTON NATIONAL INS CO	355.80	R
47242	WESCO RECEIVABLES CORP.	1,070.97	R
47243	ACCO	1,448.00	R
47244	BOHL PLUMBING & HEATING	11.22	R
47245	CINTAS CORPORATION #749	187.70	R

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# Nebraska City

## Nebraska City Utilities Accounts Payable Check Register August 2016

Check Number	Vendor Name	Amount	Return Check Code
47246	CITY OF NEBRASKA CITY	62,403.03	R
47247	CITY OF NEBRASKA CITY	1,125.80	R
47248	CONCRETE INDUSTRIES INC.	1,407.54	R
47249	DEPARTMENT OF REVENUE	101,257.08	R
47250	DOUGLAS TIRE	63.95	R
47251	ED BALTEMSPERGER	1,046.00	R
47252	ELSTER AMERICAN METER LLC	860.68	R
47253	ENVIRONMENTAL ANALYSIS SOUTH I	183.00	R
47254	GIS WORKSHOP	7,100.00	R
47255	INDUSTRIAL SALES CO. INC	430.67	R
47256	ITRON INC.	1,903.40	R
47257	M E COLLINS CO. INC	46,692.00	R
47258	MATRIX TRUST COMPANY	21,445.74	R
47259	METERING & TECHNOLOGY SOLUTION	233.50	R
47260	MIDLAND COMPUTER INC.	1,010.50	R
47261	MIDWEST LABORATORIES INC	1,523.80	R
47262	MISSISSIPPI LIME CO.	5,136.48	R
47263	NEBRASKA CITY UTILITIES	179,499.40	R
47264	PROCESS MEASUREMENT CO	304.89	R
47265	RESCO	671.07	R
47266	TELEDYNE INSTRUMENTS INC.	3,995.38	R
47267	IG TECHNICAL SERVICES	531.00	R
47268	THE PHYSICIAN NETWORK	148.00	R
47269	VISA CARD SERVICES	171.50	R
47270	VOYAGER FLEET SYSTEMS INC	7,387.88	R
47271	WESCO RECEIVABLES CORP.	22,129.15	R
47272	WINDSTREAM NEBRASKA INC.	2,900.18	R
47273	1ST NATIONAL BANK OF OMAHA	449.49	R
47274	NEBRASKA COMMUNITY ENERGY ALLI	500.00	R
47275	STEVE WALTERS & SONS	6,000.00	R
47276	ARBOR BANK	227,392.63	R
TOTAL		1,927,924.97	
COUNT	172		
* * * E N D O F R E P O R T * * *			

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**City of Nebraska City**

1409 Central Avenue  
Nebraska City, NE 68410-2223

**HOME OF ARBOR DAY**

Phone: 402-873-5515 Fax: 402-873-5685

**PUBLIC REQUEST FOR COUNCIL AGENDA OR INFORMATION ITEM**

*Your request will be reviewed and possibly scheduled for a future meeting,  
or forwarded to City Staff for appropriate action\**

Name: Duane Smith  
Address: 802 2nd Ave, Nebraska City, NE 68410  
Phone #: 402-873-2762  
Email Address: \_\_\_\_\_

CC: Police Dept.:  Street Dept.:  Park Dept.:  Other:

**Item Title:** \_\_\_\_\_

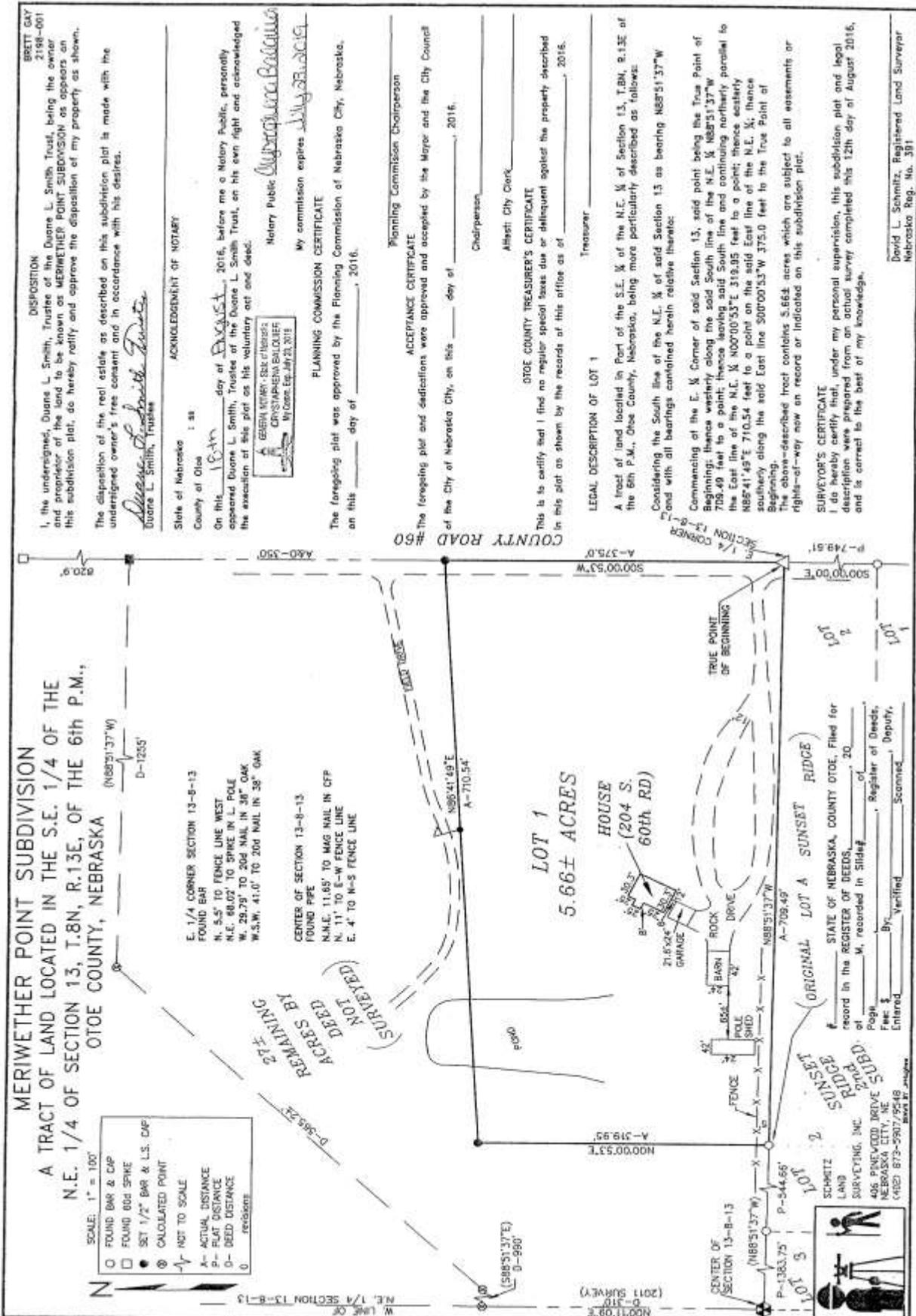
**Explanation of Request:** Approval of plat for  
Meriwether Point subdivision

**Action Requested of Council:** To approve as recommended  
by committee.

**Will this item require the expenditure of funds? Yes:  No:  Estimate \$ \_\_\_\_\_**

Council meetings are held on the 1<sup>st</sup> & 3<sup>rd</sup> Mondays of every month. All requests for information or inclusion on a Council Meeting Agenda must be submitted by noon on the Thursday preceding the Council meeting. Once a request is received, staff will review it and determine if it requires Mayor/Council action, or if the item can be handled by staff.  
**\*You will be notified as to how your request will be handled as soon as possible.**

**For staff use only: Action Required.**



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Nebraska City  
**Minutes of the Nebraska City Planning Commission Meeting**  
**September 7, 2016**  
**City Council Chambers at City Hall**

The Nebraska City Planning Commission met in regular session inside the City Council Chambers at City Hall at 6:30 PM on Wednesday, September 7, 2016. Chairman Keith Morrison called the meeting to order at 6:30 PM. The following members of the Planning Commission were present for roll call: Chuck Stoner, Jason McNeely, Richard Gibson, Rick Freshman, Kathy Davenport, Kirby Bohl, Jolene Block, and Keith Morrison. Lynn Heng was absent. Alan Viox, Zoning Administrator, was also in attendance as well as Marty Stovall, Construction and Facility Manager.

Notice of the meeting was given in advance by posting in three public places. Notice was also sent out with an agenda and supplemental documents to each of the Planning Commission members. An agenda of all items to come before the Planning Commission was sent to each of the members who submitted an application for review. This meeting was open to the public.

Commissioner Stoner moved to approve the minutes from the April 6, 2016 meeting. Commissioner Bohl seconded the motion. During roll call, the following voted AYE: Jolene Block, Kirby Bohl, Kathy Davenport, Rick Freshman, Richard Gibson, Jason McNeely, Chuck Stoner, and Keith Morrison. Voting NAY: None. Motion carried.

A public hearing was held on a request from Duane Smith, Trustee, for a final plat known as Meriwether Point Subdivision. The site is located at 204 S. 60<sup>th</sup> Rd. The property is legally described as a tract of land located in the S.E. ¼ of the N.E. ¼ of Section 13, T.8N, R.13E, of the 6<sup>th</sup> P.M., Otoe County, Nebraska.

Chairman Morrison verifies with the Planning Commission Secretary there was Proof of Publication done for Notice of Public Hearing as well as verifies with the Zoning Administrator the application is complete. Chairman Morrison further verifies the petitioner is present and wishes to proceed and there has been no ex-parte communication with any of the Commissioners.

On behalf of Duane Smith, Brett Gay addresses the Commissioners by noting he and his wife will be purchasing Duane Smith's property. In order to purchase the property on the secondary market it is required the acreage be plotted into a smaller subdivision. This is strictly a financial request in order to purchase the property.

Alan Viox addresses the Commissioners and recommends the request for the final plat be approved.

Hearing no opposition to the request from those in attendance, Chairman Keith Morrison moved to close the public hearing and asked for a motion. Commissioner Stoner made a motion to approve the request for a final plat. Commissioner McNeely seconded the motion. Chairman Morrison reminds all this does go to City Council for final approval; we are just a recommending body. This is one hurdle. Upon roll call, the following voted AYE. Jason McNeely, Chuck Stoner, Richard Gibson, Rick Freshman, Kirby Bohl, Kathy Davenport, Jolene Block, and Keith Morrison. Voting NAY: None. Motion carried

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Nebraska City

There being no further business, the meeting was adjourned at 6:37 PM.

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Patty Moore, Planning Commission Secretary

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# CITY OF NEBRASKA CITY

1409 Central Avenue  
Nebraska City, NE 68410-2223  
Phone: 402-873-5515  
Fax: 402-873-5685



## Agenda Information Support Sheet

To: Mayor and Commissioners

Council Meeting: September 19, 2016  
Agenda Item: # \_\_\_\_\_  
Submitted By: Grayson Path, City Administrator  
Dave Partsch, City Attorney  
Scooter Edmisten, Recreation Director

**A. Synopsis of Issue:**

- a. With the passage of the City FY16-17 Budget, there were changes made to the scheduling of the Golf Course Professional position.
- b. The changes are summarized in the creation of “on-season” and “off-season” employment.
- c. It is necessary to make some adjustments to the personnel manual to accomplish the City Council’s wish of creating the “on-season” and “off-season” employment.
- d. Please review the attached changes to the personnel manual (underlined) for tonight’s council meeting.
- e. A resolution is necessary to make the changes.

**B. Options:**

- a. Accept the updates to the personnel manual and adopt the resolution.
- b. Make comments and/or alterations to the updates to the personnel manual.

**C. Fiscal Note:**

- a. N/A

**D. Recommendation:**

- a. Accept the updates to the personnel manual as written, adopt the resolution.

**E. Background:**

- a. The Golf Course Professional Position Job Description is currently being updated.
- b. The Golf Course Professional remains a full-time employee, but will only be required to report to work during the “on-season” period of around March-November and will not be required to report to work (unless temporarily necessary) during the “off-season” period of December – February.

\*\*\*\*\*

**Department Heads: Submit this form to Dave Partsch and Grayson Path by 5:00 pm of the day the Agenda meeting is held.**

**City of Nebraska City  
Nebraska City, Nebraska**

**PERSONNEL MANUAL**

**ADOPTED June 21, 2010**

RESOLUTION 2476-10

**UPDATED May 2, 2011**

RESOLUTION 2521-11

**UPDATED March 19, 2012**

RESOLUTION 2560-12

**UPDATED May 4, 2015**

RESOLUTION #2662-15

**UPDATED March 7, 2016**

RESOLUTION #2694-16

**UPDATED MARCH 21, 2016**

RESOLUTION #2699-16

Nebraska City  
**DEFINITIONS**

ANNIVERSARY DATE – The calendar date upon which employment started with the City of Nebraska City by a specific employee. An anniversary date may be adjusted to exclude calendar days of suspension and leave of absence without pay. If an employee receives a promotion, the day of the promotion becomes the new anniversary date only with respect to annual performance reviews and step increases.

APPOINTING POWER – The individual who has the final authority to make an appointment to the position to be filled.

CONTINUOUS EMPLOYMENT – The time from original employment to the current date of employment excluding the calendar days when an employee is absent without leave, or when an employee is absent on leave without pay and periods while an employee is under suspension. An employee who returns to work following a resignation or a discharge shall be considered as a new employee and previous employment will not be considered as a part of their continuous employment.

DEMOTION – The change of an employee from one position to a position with a lower pay rate.

DEPARTMENT – A major functional unit of the City of Nebraska City’s governmental structure.

DEPARTMENT HEAD – The person directly responsible for the administration of a City Department.

DISMISSAL – The separation of an employee from employment.

EMPLOYEE – An employee may be defined as:

(a) Regular, Full-time. Employees are expected to work a regular shift of at least forty (40) hours per week for a full year in his/her assigned position. Lack of work may result in temporary periods of “lay-off” without affecting the regular, full-time status of the employee.

(1) Appointed – An employee appointed by the Mayor and/or City Council as specified in the Code of the City of Nebraska City. Appointed employees include the following positions:

- \*City Clerk-Treasurer (§2-153)
- \*City Attorney (§2-182)
- \*City Engineer (§2-195)
- \*City Administrator (§2-203)
- \*Chief of Police (§2-49)
- \*City Physician (§18-31)
- \*City Traffic Engineer (Street Commissioner or other designated official)(§35-3)

(2) Exempt Employee – An employee, who, because of his/her position duties, is exempt from the overtime provisions of the Fair Labor Standards Act (FLSA). To be considered exempt, employees must meet certain minimum tests related to their primary job duties and be paid on a salary basis at no less than specified minimum amounts. FLSA provides the salary requirements and defines the executive, professional, and administrative level job duties that exempt employees perform. Exempt employees typically work forty (40) hours per week. Exempt employees include, but are not limited to, the following

positions:

- \*City Administrator

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## Nebraska City

- \*City Clerk-Treasurer
- \*Police Chief
- \*Public Properties Director
- \*Library Director
- \*Recreation Director
- \*Golf Course Professional

(3) Non-Exempt Employee – An employee, who, because of his/her position duties, is not exempt from the overtime provisions of the Fair Labor Standards Act (FLSA). Non-exempt employees must receive compensatory time off or overtime pay at a rate of time and one-half for any time worked in excess of forty (40) hours in a week.

(b) Regular, Part-time. This person may be employed on a regular schedule of less than thirty (30) hours, per week throughout the year.

(c) Temporary. This person may be employed for any number of hours per week in positions declared to be seasonal, or temporary, in nature. This person may be assigned to a position temporarily vacated by a regular employee while on military duty or other authorized absence, and is excluded from the normal fringe benefits. A temporary (or seasonal) employee will not be employed as a temporary (or seasonal) employee for longer than six months, except in emergency situations.

GRIEVANCE – Any complaint relating to employment conditions or relationships.

HOLIDAY – The twenty-four (24) hour period starting at midnight and ending at midnight of the day observed.

IMMEDIATE FAMILY – An employee’s father, mother, step-father, step-mother, father-in-law, mother-in-law, spouse, son, daughter, step-son, step-daughter, son-in-law, daughter-in-law, brother, sister, step-brother, step-sister, brother-in-law, sister-in-law, grandparent, step-grandparent, spouse’s grandparent, grandchild, or step-grandchild.

LAY-OFF – The involuntary, non-disciplinary separation of an employee.

LEAVE – An absence from regularly-scheduled work hours that have been approved by the proper authority.

NEW EMPLOYEE – An employee hired for a full-time or regular part-time position who has not completed a six (6) month training period, with the exception of Police Officers. Police Department personnel shall serve a term of probation of twelve (12) months from the time of his or her certification by the Nebraska Law Enforcement Training Center. An employee who is placed on probation as a result of discipline is also considered an employee in training.

ON-SEASON – In regards to the Golf Course Professional position only, the period of time from around March through November that the Golf Course Professional shall report to work as per the position’s job description.

OFF-SEASON – In regards to the Golf Course Professional position only, the period of time from around December through February that the Golf Course Professional shall only report to work if circumstances temporarily require it as per the position’s job description.

OVERTIME – Authorized time worked by a non-exempt full-time or regular part-time employee in excess of forty (40) hours in a calendar week as established by FLSA Standards.

(a) Scheduled Overtime – Overtime work conducted by an employee outside of

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## Nebraska City

normal working hours scheduled at least 24 hours in advance.

- (b) Un-Scheduled Overtime – Overtime work conducted by an employee outside of normal working hours not scheduled at least 24 hours in advance or as a result of an emergency call-in.

PAY REDUCTION – A decrease in pay that may result from demotion or re-allocation of a position to a lower grade.

PERFORMANCE EVALUATION – A written evaluation of an employee designed to inform the employee of the degree to which he/she is meeting standards of performance established by the Department Head.

PROMOTION – The change of an employee from one position to another position of more responsibility and a higher pay range.

REPRIMAND – A form of disciplinary action designed to not only admonish or warn an employee, but also to lead, guide, direct and instruct the employee in how to correct and avoid repeating a mistake, infraction, deficiency or problem.

SEPARATION – The termination of employment by reason of disqualification, end of temporary assignment, lay-off, resignation, retirement, or dismissal.

SHIFT WORKER – An employee whose normal work day consists of an eight (8) hour shift, which is a part of a twenty-four (24) hour per day operation, 365 days per year.

STANDARD WORK WEEK – The five (5) day, forty (40) hour work week. The standard work week begins at midnight on Sunday morning and ends seven (7) days later at midnight on Saturday night.

SUPERVISOR – An employee having authority in the interest of the City, to direct the work efforts of other employees, evaluate their performance, and recommend such actions as hiring, transfer, promotion, discipline, and termination.

SUSPENSION – A form of discipline consisting of relieving an employee from work, with or without pay, for a specific period of time depending upon the seriousness of the offense bringing about the disciplinary action.

TERMINATION – The permanent separation of an employee, from the service of the City of Nebraska City (see “Separation” above).

TRAINING LEVEL – At the end of the six (6) month training period, if the new hire has demonstrated the knowledge, skills and ability required of the position and received a “Meets Expectations” or better rating as evidenced by his/her supervisor’s evaluation then he/she will be taken off training rate which is 95% of Step 1 and be placed at the Step 1 pay rate. This level does not apply to Police Officers or Fire Department Employees.

TRAINING PERIOD – A working test period during which an employee is required to demonstrate his/her ability to perform the duties of the position and adhere to the City of Nebraska City’s employment rules and regulations.

WORKER’S COMPENSATION – Benefits received by an employee who is injured while carrying out his/her employment assignment, as determined by the applicable state laws.

## **Section 1: GENERAL PERSONNEL POLICIES**

City Council may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close.

## Nebraska City

### **1.1 APPEARANCE AND CONDUCT**

Employees of the City of Nebraska City shall:

- (a) Maintain a clean, well-groomed appearance in keeping with their jobs and conducive to good public relations. Department Heads shall develop, for their respective departments, requirements related to dress, personal appearance, and hygiene. Department employees shall comply with these requirements.
- (b) Treat their Supervisors with appropriate respect for the positions that they hold, and carry out all orders to the best of their ability without delay or argument.
- (c) Conduct themselves in a professional manner so as to be a credit to the City of Nebraska City, both on- and off-duty.
- (d) Be just and honorable in all their relations with each other. They shall not make false reports or gossip concerning, or to the discredit or injury of, another City employee, or concerning municipal matters; nor shall they act in a manner directed toward creating a disturbance or dissention within City departments.
- (e) Not consume, or have in his/her possession while on duty, any illegal drugs or alcoholic beverages.
- (f) Not engage in any form of gambling on City property.
- (g) Refrain from smoking in any municipally-owned and operated building or motor vehicle per Section 24-8 of the Code of the City of Nebraska City.

### **1.2 OUTSIDE EMPLOYMENT**

Employees of the City of Nebraska City may take occasional and part-time jobs if there is no conflict with normal working hours, the employee's efficiency is not hampered, and conflicts with the interest of the City do not arise. The employee shall receive written approval from his/her Department Head. An approval will be based on the nature of the outside employment, hours involved, and any other appropriate information. This shall be done prior to acceptance of the outside employment. Outside employment by the Police Department personnel shall be approved by the Chief of Police, and outside employment by the Fire Department personnel shall be approved by the Fire Chief. In any situation wherein extra duty will be necessary in an employee's normal City work, such extra duty shall be in preference to his/her outside employment.

No duties of the outside employment shall be carried out while the employee is on-duty as a City employee.

Nothing in this section shall prevent the Golf Course Professional from taking outside full-time employment during off-season periods.

## **SECTION 3: WAGE ADMINISTRATION**

### **3.1 POLICY**

City Council may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close.

## Nebraska City

The policy of the City of Nebraska City is to recruit and retain highly productive employees. In order to achieve this goal, an equitable pay plan must be established. In addition to periodic review of position job descriptions, regular pay surveys shall be conducted to effectuate this policy.

### **3.2 PAY COMPARABLE TO PREVALENT**

Based on State of Nebraska law, the City of Nebraska City shall establish rate of pay and conditions of employment that are comparable to the prevalent wage rates paid and conditions of employment maintained for the same or similar work of workers exhibiting like or similar skills under the same or similar working conditions.

### **3.3 SURVEY AREA**

The survey area should consist of seven to nine other city governments in Nebraska proximate to Nebraska City with populations no more than double nor less than one-half that of Nebraska City.

### **3.4 PROCEDURES FOR ADOPTION OF WAGE RECOMMENDATIONS**

The steps to be followed after wage data have been gathered and tabulated are as follows:

- (a) The City Administrator will analyze, or cause to be analyzed, the findings of the Wage Survey and develop initial recommendations.
- (b) The City Administrator or an appointed survey specialist shall review the survey findings and present initial recommendations to the Mayor and the City Council.
- (c) Upon conclusion of the Mayor and City Council review, the City Administrator makes determinations and includes them in the annual budget for submission and final action by the Mayor and the City Council.

### **3.5 PAY PLAN**

- (a) Introduction – The Pay Plan generally consists of a pay level for each position within the City of Nebraska City. Each pay level embodies a minimum rate, intermediate rates (steps), and a maximum rate. The value and number of levels will likely vary from time-to-time (depending on prevailing market conditions); therefore, the pay plan itself is contained in Ordinance form so that changes to this manual will not be made so frequently. The Ordinance may make reference to this Personnel Manual, and, thus, becomes an Addendum by reference.
- (b) Beginning Hire – Persons receiving an original appointment to a position (except Police and Fire Employees) shall be paid at the minimum rate 95% of level one (1) pay plan assigned to that position. The Mayor and/or City Council for appointed employees, City Administrator and department Commissioner for Department Heads, and Department Heads for line staff may authorize a beginning rate other than 95% of level one (1) in order to recruit a specially-trained or experienced person; however, such action is recommended only in exceptional cases and must be approved by the City Administrator or City Council.

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## Nebraska City

(c) Time Required in Level – A person who has successfully completed their training period of six months will be placed on Level One (1) of the Pay Plan and will serve an initial training period of six (6) months (except as provided in Section 2.1)). Upon successful completion of training, the employee is eligible to advance along the pay plan. At the end of the first year of employment, the employee will become eligible for advancement along the pay plan. The employee must spend one (1) year in each subsequent level before being eligible for advancement along the pay plan. The anniversary date, or an employee's promotion date, serves as the date identified for an employee's annual review. Serving one (1) year in a level does not mean automatic advancement along the pay plan. The basis for movement along the Pay Plan is employee performance. Advancement through the Levels in the Pay Plan, after the first year of employment, will take place in conjunction with the employee's anniversary date or promotion date, unless it occurs as a result of City Council adoption of a new Pay Plan or cost-of-living adjustment.

(d) Pay Increases –

(1) Proficiency – Advancement along the pay plans levels is dependent upon employee performance. The performance standard for level increases is a positive recognition of an employee's increased effectiveness in performing the duties of a position.

Such increased effectiveness is generally evidenced by greater production, improved judgment and increased initiative. Proficiency

(2) Cost-of-Living – From time-to-time the pay plan level must be adjusted to respond to changes in the cost-of-living, or to be equivalent to prevalent wages (see Sections 3.1 and 3.2). At its discretion, the City Council may award cost-of-living increases to employees as part of the annual budget adopted in October each year.

### **3.6 PAY DAY**

Employee shall be paid every 14 days, thereby, constituting twenty-six (26) pay periods each year, with the exception of the City Council members, the City Attorney, Custodian, and the employees of the Wildwood Period House Center, who shall all be paid on a monthly basis. Each pay day will be on Thursday, unless such day is a holiday, in which the pay day shall be the day preceding the holiday. Employees paid on a monthly basis shall receive their paychecks at the time of the last regular bi-weekly payroll for each month.

### **3.7 PAY COMPUTATION**

Persons employed at an hourly rate of pay shall be paid for the number of hours worked at the rate of pay assigned. The annual salary of an hourly-paid employee shall be computed by multiplying the hourly rate of pay by 2,080 hours (52 weeks x 40 hours per week). Bi-weekly gross pay of an employee employed on an annual salary shall be computed by dividing the annual salary by 2,080 hours multiplied by 80 hours. Net pay shall be computed by subtracting applicable deductions from the gross pay.

Fire Department employees and Rescue Paramedics are paid on a 24-hour per day basis. Fire Department employees and Rescue Paramedics shall receive regular hourly pay when called back because of vacation, sick leave, or floating holiday of the regularly scheduled Fire Department employee or Rescue Paramedic. They shall also receive a stipend when called back to respond to a 911 call or ambulance transfer. Fire Department employees will receive a regular hourly pay when called back for responding to a fire call at the order of the Fire Chief.

### **3.8 AUTHORIZED DEDUCTIONS**

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## Nebraska City

The following deductions shall be made from the employee's pay as required by law or because the employee authorizes such a deduction:

- (a) Federal Withholding Tax
- (b) Social Security Tax (FICA)
- (c) State Withholding Tax
- (d) Pension Contributions
- (e) Group Insurance
- (f) Wage Garnishments

Contributions to charitable and civic organizations may be accomplished at the request of the employee.

### **3.9 INCOMPLETE PAY PERIOD**

An employee who does not work his/her regularly scheduled work week shall be paid only for the time actually worked, unless the Department Head authorizes such absence as leave, as herein provided.

### **3.10 OVERTIME PAY**

(a) The following full-time employees shall be paid overtime compensation for those hours worked in excess of forty (40) hours in any one week:

- (1) Non-exempt employees of the City Administration office, Building and Zoning, Street Department, Cemetery, Library, Police Department, and Parks Department, excluding seasonal employees of the Pool Department.
- (2) Fire Department and Rescue Paramedic employees are paid for extra hours worked as provided for in Section 3.7.
- (3) Full-Time and Non-Full-Time Rescue Paramedics and Emergency Medical Technicians (EMTs) shall be paid overtime compensation for exceeding forty (40) hours in a seven (7) day period.

(b) Police Officers working in excess of forty (40) hours in a seven (7) day pay period, which pay period shall begin at 6:00 AM on Sunday morning and shall conclude at 6:00 AM on Sunday morning seven (7) days hence, shall be paid overtime compensation for those hours worked in excess of forty (40) hours in said seven (7) day pay period.

(c) No exempt employees shall receive overtime compensation.

(d) For overtime compensation calculation purposes, official holidays will be counted as time worked towards the total hours worked. Floating holidays, vacation leave, and sick leave will not be counted as time worked. In other words, if a non-exempt, non-Police, Fire or Rescue employee works forty (40) hours, but uses an additional 8 hours of floating holiday, vacation leave, or sick leave, they will be compensated for 48 hours at the regular pay rate.

(e) When overtime work is accomplished on other than a holiday, it shall be shown on the time sheets and paid at one and one-half times the regular rate per hour for those employees working a forty (40) hour week as set forth in (1) above and for Police Officers working more than eighty (80) hours in a fourteen (14) day pay period as set forth in (b) above.

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## Nebraska City

(f) When compensation is paid for work performed on a holiday by an hourly paid employee it shall be shown on the time sheets and paid as part of the hours worked for the week at the regular rate. In addition, the employee shall also receive holiday pay at a rate of time and one-half pay for the hours worked.

(g) When an employee is un-scheduled and called to work as a responder (call-in) to an emergency, time shall be shown on the time sheets with the employee guaranteed a minimum of two (2) hours of pay. The employee will be paid at one and one-half times the regular rate of pay per hour. The rate of overtime for Police Officers is as described in (d) above. The rate paid to Fire Department and Rescue Paramedics is the regular hourly rate of pay. Rescue Paramedics and Emergency Medical Technicians (EMTs) called in to facilitate a patient transfer shall be paid a stipend based on the call (911 or transfer).

(h) When an employee is scheduled to work overtime, with at least twenty-four (24) hours notice, time shall be shown on the time sheets with the employee guaranteed a minimum of thirty (30) minutes or actual time worked, whichever is greater. The employee will be paid at one and one-half times the rate of pay.

### **3.11 TERMINATION PAY**

An employee who is dismissed or who voluntarily resigns shall receive his/her final paycheck on the first regularly scheduled pay day following termination of his/her employment. No employee shall be paid for any unused sick leave upon termination of his/her employment except as permitted under Section 4.5 (c). An employee who is eligible for vacation leave, floating holidays, and administrative leave shall be paid for all unused and accrued vacation time, floating holidays, and administrative leave time upon termination of his/her employment as permitted under Section 4.4 (f).

### **3.12 PAYMENT OF LEAVE UPON DEATH OF EMPLOYEE**

Upon the death of a regular full-time or regular part-time employee, his/her estate shall be entitled to payment for such accumulated vacation leave as was available to the employee at the time of his/her death as described in Section 4.4 (e).

### **3.13 TEMPORARY EMPLOYEES**

Pay for temporary employees shall be consistent with the duties and responsibilities of the temporary position. Such pay shall be determined by the Department Head and shall normally be an hourly rate of pay.

### **3.14 WAGES IN ADVANCE**

It is the policy of the City of Nebraska City that no advances on future wages, including accrued vacation leave, sick leave, floating holidays, or administrative leave, shall be made for any circumstances.

### **3.15 RE-EMPLOYMENT**

An employee who is separated from service with the City of Nebraska City either because he/she resigns or his/her position is eliminated, may be re-employed in either a regular or temporary position by complying with all requirements of a new employee. He/she shall once again serve a training period, regardless of whether he/she had training or permanent status prior to his/her initial separation.

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### **3.16 OFF-SEASON EMPLOYMENT**

An employee who is considered full-time year-round but is only required to report to work during on-season periods and will not report to work during off-season periods unless circumstances temporarily require it but will maintain scheduled full-time benefits including leave accrual. The off-season period will generally be around December to February, the exact dates of which will be determined by the Recreation Director and Golf Course Professional.

## **SECTION 4: EMPLOYEE BENEFITS, ATTENDANCE, AND LEAVE**

### **4.1 ATTENDANCE**

Employees shall be in attendance in their place of work in accordance with the policies regarding hours of work, holidays, and leave. If an employee, for some unavoidable reason, cannot report for work, he/she shall notify his/her Supervisor or Department Head during the first normal duty hour. Any employee who is absent without leave for three consecutive working days shall be considered to have resigned his/her position by abandonment. Failure on the part of an employee to comply with these policies shall be cause for disciplinary action.

A full-time or part-time employee cannot leave the facility/worksite or his/her duties during working hours without the advance permission from his/her Supervisor or Department Head.

### **4.2 HOURS OF WORK**

Except for regular part-time, temporary employees, Fire Department employees, Rescue Department employees, and Parks Department personnel employed on a seasonal basis, eight (8) hours shall constitute a day of work. Five (5) days of eight (8) hours, or forty (40) hours, or a shift schedule corresponding to a forty (40) hour week, shall constitute a work week except for the regular part-time, temporary, Fire Department employees, Rescue Department employees, and Parks Department personnel employed on a seasonal basis subject to call at times prescribed by department regulations. Department Heads shall establish the work schedule of their subordinate employees. All employees will be paid for actual time worked. Fair Labor Standards Act (FLSA) regulations state that insubstantial or insignificant periods of time beyond the scheduled working hours, which cannot as a practical administrative matter be precisely recorded for payroll purposes may be disregarded.

Paid Fire Department employees shall work on the three (3) platoon system, twenty-four (24) hours on duty and forty-eight (48) hours off-duty. Paid full-time Rescue Paramedics shall work one twenty-four (24) hour shift and be considered as "on-call" for the twenty-four (24) hour shift following the end of their original shift.

The Golf Course Professional shall work hours in accordance with this section and 3.16.

### **4.3 HOLIDAYS**

The following named days shall be official holidays for City of Nebraska City employees:

- (a) New Year's Day, January 1<sup>st</sup>
- (b) Arbor Day, last Friday in April
- (c) Memorial Day, last Monday in May
- (d) Independence Day, July 4<sup>th</sup>
- (e) Labor Day, first Monday in September
- (f) Veteran's Day, November 11<sup>th</sup>

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Nebraska City

- (g) Thanksgiving Day, fourth Thursday in November
- (h) Friday following Thanksgiving
- (i) Christmas Day, December 25<sup>th</sup>

Official holiday pay is given to employees upon hire.

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Nebraska City  
ORDINANCE 2980-16

AN ORDINANCE DIRECTING THE SALE AND CONVEYANCE OF NEBRASKA CITY, OTOE COUNTY, NEBRASKA, MORE PARTICULARLY DESCRIBED IN SECTION 1 HEREOF, TO VHT INVESTMENTS, LLC; DIRECTING NOTICE OF SALE BY PUBLICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, VHT INVESTMENTS, LLC, has requested the sale and conveyance of the real estate hereinafter described and the Mayor and City Commissioners of the City of Nebraska City, Nebraska, have approved said sale for the consideration hereinafter stated:

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COMMISSIONERS OF THE CITY OF NEBRASKA CITY, NEBRASKA:

Section 1. That the City of Nebraska City does hereby sell to VHT INVESTMENTS, LLC, for the consideration of Eighty Thousand Dollars (\$80,000.00) and all expenses involved in this sale, including legal expenses, advertising charges and filing fees, and subject to existing taxes and special assessments, if any, and also subject to any existing easements, the following described property:

Lots 1-A, 1-B, 1-C, and 1-D, Deer Trail Subdivision, An Administrative Replat of Lot 1, Armory 2<sup>nd</sup> Addition to the City of Nebraska City, Otoe County, Nebraska,

subject to the development of said lots within twenty-four (24) months with construction of four single-level housing units with a footprint of a minimum of 1,224 square feet per the Attachment "A" to this Ordinance or as the same may be amended with approval of the City Council. Should any of said lots not be so developed, then ownership shall of the undeveloped lot(s) shall revert to the City.

Section 2. The Mayor is hereby directed to execute and acknowledge for and in the name of the City of Nebraska City, a quit claim deed, to be attested by the City Clerk-Treasurer, with the seal of the City affixed, conveying said real estate with a reversionary interest to VHT INVESTMENTS, LLC.

Section 2. The City Clerk-Treasurer is hereby directed to publish in the Nebraska City News Press, a newspaper published and of general circulation in the City of Nebraska City, immediately after the passage and publication of this ordinance, a notice of said sale for three consecutive weeks.

Section 3. The Mayor and City Clerk-Treasurer are hereby directed to deliver said deed to the purchaser of said real estate, after the publication of said notice as hereinbefore provided and after thirty days from the passage and publication of this ordinance, and upon payment by the purchaser of said consideration, if no valid remonstrance petition is filed with the City.

This ordinance shall take effect and be in force from and after its passage, approval and publication.  
PASSED and APPROVED this 20<sup>th</sup> day of September, 2016.

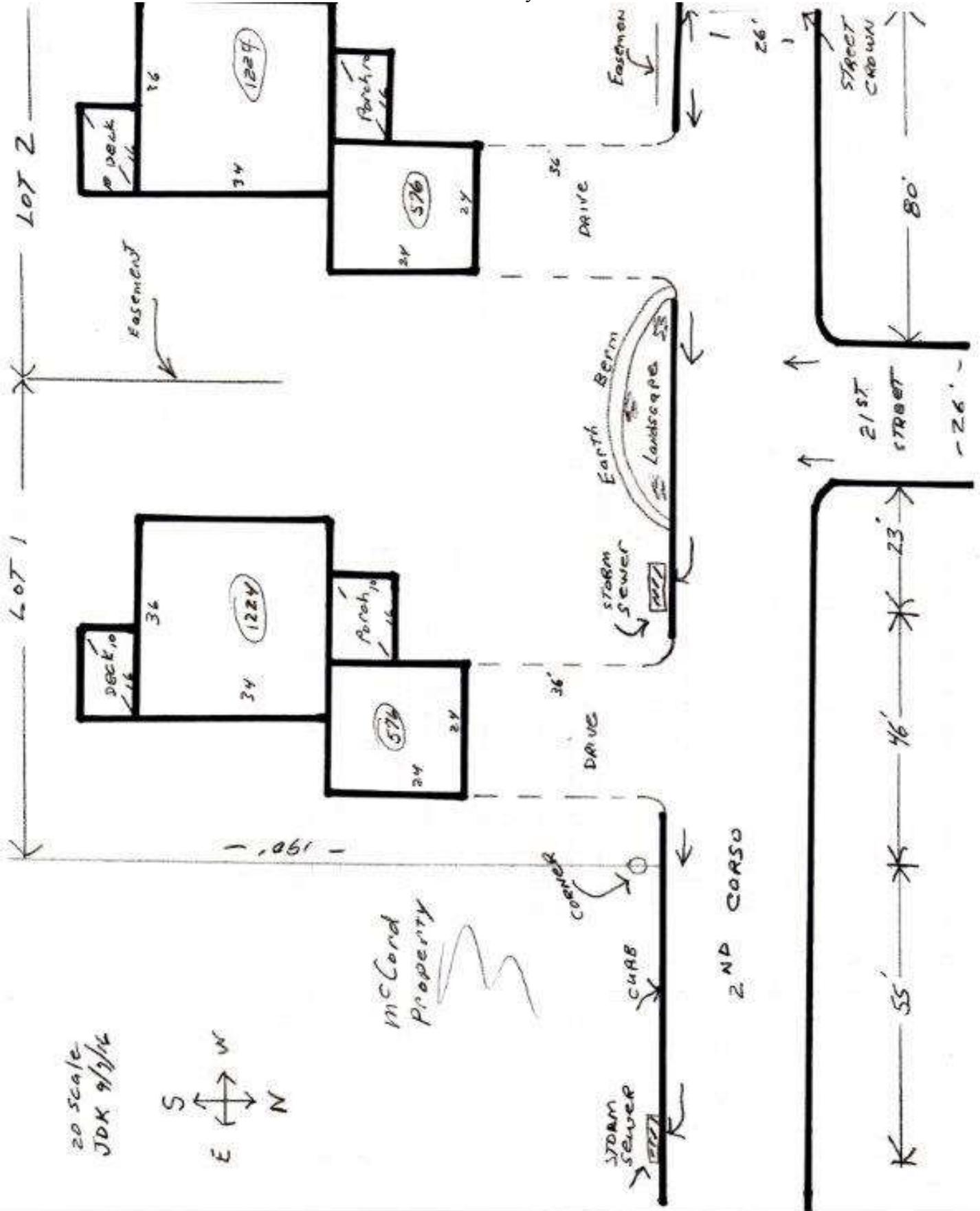
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Bryan Bequette, Mayor

Attest:

---

Randy Dunster, City Clerk-Treasurer



City Council may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close.

# CITY OF NEBRASKA CITY

1409 Central Avenue  
Nebraska City, NE 68410-2223  
Phone: 402-873-5515  
Fax: 402-873-5685



## Agenda Information Support Sheet

To: Mayor and Commissioners

Council Meeting: September 19, 2016

Agenda Item: # \_\_\_\_\_

Submitted By: Gloria Glover, Finance Commissioner  
Grayson Path, City Administrator

**A. Synopsis of Issue:**

- a. During the budget meetings, the City Commission authorized Finance Commissioner Gloria Glover and the City Administrator to put in writing a budget policy to help provide the Governing Body and Staff written guidance on the implementation of the City's budget.
- b. Over the last two months, the attached draft has been crafted using input from Commissioner Glover, City Administrator, Executive Staff and City Utilities.
- c. The policies all circle around the general intent – “To make the Governing Body aware of when the budget is expected to be exceeded”. The term budget is defined as Overall City Budget, individual department budgets, and line items, all of which are covered in the policies.

**B. Options:**

- a. Approve the attached policy.
- b. Reject the attached policy.
- c. Make comments/additions/subtractions/corrections to the attached policy.

**C. Fiscal Note:**

- a. N/A

**D. Recommendation:**

- a. Approve the attached policy.

**E. Background:**

- a. As with all policies, once implemented, more things may come up that will need to be added and/or amended. Therefore it is likely that amendments will come before the council in future meetings.
- b. There is a 2<sup>nd</sup> version attached that describes how each policy (1-3, 5) will be enacted. The italicized “Process” section describes the logistics of how each policy will take place. Please review these as well, even though not a part of the official policy, to determine if these processes are satisfactory or not because this is how the staff intend to implement each policy – again, these were written in consultation with Commissioner Glover and found to be acceptable.

\*\*\*\*\*

**Department Heads: Submit this form to Dave Partsch and Grayson Path by 5:00 pm of the day the Agenda meeting is held.**

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# CITY OF NEBRASKA CITY

1409 Central Avenue  
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Fax: 402-873-5685



Date: September 19, 2016

Administrator Signature:

Finance Commissioner Signature:

City of Nebraska City  
Budget and Financial Policy

The Fiscal Management of the City of Nebraska City is addressed under City Code Chapter 2, Article VI. This policy is meant to act as guidance to acting pursuant to the City Code by providing daily operational counsel to City Staff while handling the City's Annual Budget. If any portion of this policy is found to be in conflict with City Code, City Code shall prevail.

## General Intent

To make the Governing Body aware of when the budget is expected to be exceeded.

## General Duty of all Public Servants

It is the duty of all public servants entrusted with the stewardship of City funds to practice good judgment and due diligence in the expenditure of said funds, respecting and staying within the established published budget. It is the duty of all public servants to not exceed either the overall budget of the City or their respective departmental budget, and to the best of their ability and as much as is reasonably practicable, to not exceed the individual line item budgets found within each department's budget.

## Definitions

1. Annual Appropriation Bill – City document meant to not only list the APA Budget forms, but also the specific details regarding individual departments of the City of Nebraska City and Nebraska City Utilities, including departmental spreadsheets listing out individual line items.
2. APA – Auditor of Public Accounts, <http://www.auditors.state.ne.us/>. State Department responsible with providing independent, accurate, and timely audits, reviews, or investigations of the financial operations of Nebraska State and local governments.
3. APA Budget Form – Budget forms provided by the APA required by State Statute to be completed as the City's official budget.
4. NCU – Nebraska City Utilities (Note: Budget is under Accrual financing.)
5. YEE – Year End Estimates – The total amount expected to be spent by September 30<sup>th</sup>.

## General Rules to be followed by all Public Servants

City Council may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close.

## Nebraska City

1. Using the established account definitions, expenditures are to be recorded in the financial records of the City in the specific line item account that most closely describes the expenditure. This remains true despite the budget of that line item.
2. The total of overall expenditures and expected expenditures of the City, including NCU expenditures, in the fiscal year shall be, beginning in June, compared to the budget monthly as provided in the APA Budget form, and a specific report must be made to the City Council at its next regular meeting if the total expenditures will exceed the budget approved by the City Council. If the total budget is to be exceeded, the Council will make preparations to amend the budget as provided by law using the forms provided by the APA.
3. The total of expenditures of each City department, including NCU departments, as separately budgeted in the fiscal year according to the Annual Appropriation Bill, shall, beginning in June, be compared to the department budget and a specific report must be made to the Council at its next regular meeting, if the total expenditures are expected to exceed the related department budget.
4. For City expenditures, if an expenditure that exceeds \$5,000 is to occur and if in the best judgment of the Commissioner, working with the City Administrator and Department Head, this expenditure was not foreseen during the formation of the budget such that its occurrence in conjunction with the foreseen budgeted expenditures will cause the line item to exceed its budget by fiscal year end, then prior to the expense occurring:
  - a. A determination of whether there is available budget authority elsewhere in the budget shall be made.
  - b. A presentation before City Council shall occur listing the expense, the justification for the expense, and whether there is foreseen budget authority available.
  - c. The City Council shall determine if this expenditure may occur.
  - d. Note: The budgets for all line items will at all times remain the same as presented in the Annual Appropriation Bill.
5. Line item budgets, beginning in March, will be tracked monthly and a report provided for any that track +/- 10% compared to the percentage of the fiscal year completed.

**City Council may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close.**

# CITY OF NEBRASKA CITY

1409 Central Avenue  
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Date: September 19, 2016

Administrator Signature:

Finance Commissioner Signature:

City of Nebraska City  
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## Definitions

6. Annual Appropriation Bill – City document meant to not only list the APA Budget forms, but also the specific details regarding individual departments of the City of Nebraska City and Nebraska City Utilities, including departmental spreadsheets listing out individual line items.
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8. APA Budget Form – Budget forms provided by the APA required by State Statute to be completed as the City's official budget.
9. NCU – Nebraska City Utilities (Note: Budget is under Accrual financing.)
10. YEE – Year End Estimates – The total amount expected to be spent by September 30<sup>th</sup>.

## General Rules to be followed by all Public Servants

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Nebraska City

6. Using the established account definitions, expenditures are to be recorded in the financial records of the City in the specific line item account that most closely describes the expenditure. This remains true despite the budget of that line item.
  - a. *Process: Public Servants tasked with identifying line items for an invoice shall first examine the definition of all line items within their department and select the most appropriate line item for this invoice no matter the budget provided for that line item.*
  
7. The total of overall expenditures and expected expenditures of the City, including NCU expenditures, in the fiscal year shall be, beginning in June, compared to the budget monthly as provided in the APA Budget form, and a specific report must be made to the City Council at its next regular meeting if the total expenditures will exceed the budget approved by the City Council. If the total budget is to be exceeded, the Council will make preparations to amend the budget as provided by law using the forms provided by the APA.
  - a. *Process: City Administrator and/or his designee will maintain a spreadsheet that totals all City funds. Beginning in June, City Administrator will contact the NCU and all Department Heads to obtain their YEE monthly. The combined total will be compared with APA Budget form, page 3. If the YEE is found to be greater than the total on APA Budget form, page 3, a report will be prepared explaining what has caused the expenditures to exceed budget and what the City needs to do to amend the budget. This will be presented to the City Council in a regularly scheduled meeting as either a report or as a new business item.*
  
8. The total of expenditures of each City department, including NCU departments, as separately budgeted in the fiscal year according to the Annual Appropriation Bill, shall, beginning in June, be compared to the department budget and a specific report must be made to the Council at its next regular meeting, if the total expenditures are expected to exceed the related department budget.
  - a. *Process: City Administrator and/or his designee will maintain a spreadsheet that monitors each City department fund. Beginning in June, City Administrator will contact the NCU and all Department Heads to obtain YEE monthly. The departmental totals will be compared to the budgeted department totals as found in the Annual Appropriation Bill. If the YEE for any department is expected to exceed that department's budget, the Department Head responsible for that department shall prepare a report to the Council explaining what has caused the expenditures to exceed the budget and will present this report at the next regularly scheduled council meeting under the reports section of the agenda.*
  
9. For City expenditures, if an expenditure that exceeds \$5,000 is to occur and if in the best judgment of the Commissioner, working with the City Administrator and Department Head, this expenditure was not foreseen during the formation of the budget such that its occurrence in conjunction with the foreseen budgeted expenditures will cause the line item to exceed its budget by fiscal year end, then prior to the expense occurring:
  - a. A determination of whether there is available budget authority elsewhere in the budget shall be made.

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Nebraska City

- b. A presentation before City Council shall occur listing the expense, the justification for the expense, and whether there is foreseen budget authority available.
  - c. The City Council shall determine if this expenditure may occur.
  - d. Note: The budgets for all line items will at all times remain the same as presented in the Annual Appropriation Bill.
10. Line item budgets, beginning in March, will be tracked monthly and a report provided for any that track +/- 10% compared to the percentage of the fiscal year completed.
- a. *Process: City Administrator and/or his designee will maintain a spreadsheet that monitors each line item monthly, beginning no later than March. Each line item will be compared to that percentage of the year completed out of a 12 month period (ex: March is the 6<sup>th</sup> month of the fiscal year, thus 50%). Line items, both expenditure and revenue, that are tracking greater than 10% above or below that percentage will be identified in the monthly City Administrator report provided to the City Council in the 2<sup>nd</sup> regular Council meeting of the month. Depending on the circumstances, explanations if needed will be provided in the City Administrator report.*

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Nebraska City



MILLER • MONROE • FARRELL  
Insurance Agency

www.mmfins.com

P.O. Box 518  
115 North 10th  
Nebraska City, NE 68410  
Phone: 402-873-3331  
Toll Free: 1-800-247-0326  
Fax: 402-873-7746

September 15<sup>th</sup>, 2016

City of Nebraska City  
1409 Central Ave  
Nebraska City, NE 68410

Re: City Insurance Renewal

City Council,

Please find attached the summary of insurance information as it pertains to the Cities insurance coverage's effective 10/1/2016. Our agency submitted the cities insurance for quotes to various insurance carriers and received three complete bids. The summary for each bid is attached. The complete bids were from Employers Mutual, Travelers, and Berkshire Hathaway Companies. One Beacon Insurance provided a package bid for the city but was unable to provide a worker's compensation quote. Their bid numbers can be provided upon request.

In our analysis of the bids we are comfortable that each company provided a complete bid as it pertains to the cities expiring coverage's.

We see a few differences for the council to consider – Travelers provides a \$5,000 property deductible except for wind/hail damage which is a \$25,000 per occurrence deductible. Berkshire Hathaway and EMC are quoting a \$5,000 per occurrence deductible that includes wind/hail in that figure. All carriers provide coverage on a per occurrence basis, not per building.

**EMC** – Does offer a state wide safety dividend to its Public Entity Policyholders based on the state public entity policyholders experience as a whole. They do provide medical payments in their form for \$5,000. They do have a \$250.00 property damage deductible. They do provide good loss control services

**BHHC** – Current bid includes the work comp policy on a dividend plan for the City, dividend results are attached for the last three years and is not guaranteed. BHHC does provide defense coverage for "injunctive relief/non-monetary" type claims. They do provide medical payments in their form for \$5,000. They have a \$250.00 property damage deductible.

**Travelers** – fixed cost no dividend – does provide some additional coverage's within their Package like flood, cyber, and key employee as attached. They have a very good loss control services as well. They do not provide medical payments, coverage is provided under the general liability if the city is liable. Travelers does not have a property damage deductible.

Sincerely, Scott Miller & Joe Miller, Miller-Monroe-Farrell Insurance



## CITY OF NEBRASKA CITY

## 2016/2017 INSURANCE RENEWAL

## PREMIUM

	HOMESTATE	EMC	TRAVELERS
PROPERTY	\$30,007	\$62,474	\$22,616
CRIME	\$453	\$511	\$1,648
INLAND MARINE	\$8,579	\$9,454	\$5,627
GENERAL LIABILITY	\$7,245	\$10,486	\$14,797
EMPLOYEE BENEFITS	INCLUDED	INCLUDED	\$192
ERRORS & OMISSIONS	\$3,378	\$1,538	\$4,104
LAW ENFORCEMENT E&O	\$3,565	INCLUDED	\$8,911
EMPLOYEE PRACTICE	\$1,609	INCLUDED	\$5,840
CYBER	N/A	N/A	\$315
AUTO LIABILITY	\$21,931	\$11,861	\$9,713
AUTO PHYSICAL	INCLUDED	INCLUDED	\$3,217
UMBRELLA	\$11,686	\$12,384	\$10,941
WORKERS COMP.	\$76,641	\$64,504	\$69,039
<b>TOTAL</b>	<b>\$165,094</b>	<b>\$173,212</b>	<b>\$156,960</b>

See Attached Notes.

Expiring premium from BHHC \$175,384

Dividends paid on Workers Compensation from BHHC:

2014 \$17,734

2013 \$11,000

2012 \$17,161

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Nebraska City

	<b>HOMESTATE</b>	<b>EMC</b>	<b>TRAVELERS</b>
PROPERTY	\$16,413,279	\$16,354,719	\$22,240,568*
CRIME	PER SPECS	PER SPECS	PER SPECS
INLAND MARINE			
- Cont. Equ.	\$1,096,816	\$1,211,697	\$1,102,470
- Hired & leased	\$25,000	\$25,000	\$25,000
- EDP	\$85,495	Included	\$85,495
- Misc.	\$235,760	Included	Included
- Fine Arts	\$126,618	\$126,618	\$126,618
- Cameras	\$2,834	\$2,834	Included
- Valuable Papers	\$250,000	\$250,000	Included
GENERAL LIABILITY	PER SPECS	PER SPECS	PER SPECS
ERRORS & OMISSIONS	PER SPECS	PER SPECS	PER SPECS
EPL	PER SPECS	PER SPECS	PER SPECS
LAW	PER SPECS	PER SPECS	PER SPECS
UMBRELLA	PER SPECS	PER SPECS	PER SPECS
WORK COMP	PER SPECS	PER SPECS	PER SPECS

\*See letter of explanation from Travelers on their quoted property limit

Nebraska City

**DEDUCTIBLES**

	<b>HOMESTATE</b>	<b>EMC</b>	<b>TRAVELERS</b>
PROPERTY	\$5,000 PER OCC	\$5,000 PER OCC	SEE BELOW
AUTO	PER SCHEDULE	PER SCHEDULE	INCLUDED
CRIME	\$1,000	\$1,000	\$1,000
LIABILITY	\$250 PD	\$250 PD	\$0
INLAND MARINE	\$250/\$1,000	\$250	\$250
ERRORS & OMIS.	\$3,000	\$3,000	\$3,000
EMPLOYMENT PRACTICE	\$3,000	\$3,000	\$3,000
LAW	\$3,000	\$2,500	\$2,500
UMBRELLA	\$0	\$0	\$0
EMPLOYEE BENEFITS	\$1,000	\$1,000	\$1,000
CYBER	N/A	N/A	PER FORM
EARTHQUAKE	5%	N/A	\$25,000
FLOOD*	N/A	N/A	\$50,000
			*\$25,000 Per Occurrence W/H all other loss \$5,000

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Nebraska City

EMC - Offers a Safety Dividend Plan. They have a full service office for Claims & Underwriting in Omaha NE. They also offer a payment plan.

TRAVELERS - Requires 100% values to replacement cost. Attached is information on buildings they have rated in excess to our requested statement of values.

EARTHQUAKE - \$5,000,000 Aggregate in one year.

FLOOD - \$2,000,000 annual Aggregate.

AUTO – Composite Rated per Vehicle  
Liability \$298  
Comprehensive – 0.144  
Collision – 0.126

CYBER – form attached

## Nebraska City

### Scott Miller

---

**From:** Nystedt, Eric G <ENYSTEDT@travelers.com>  
**Sent:** Tuesday, September 13, 2016 10:17 AM  
**To:** joe.miller@millerfarrell.com; Scott Miller  
**Cc:** Dahlhauser, Sue E  
**Subject:** City of Nebraska City Property Values

Hi Joe, nice chatting with you.

Below is a property summary for the changes we felt were needed to get the proper insurance to value for the city. In total we feel that the properties listed below are underinsured by the values noted. As part of our agreement to waive co-insurance we must insure these buildings at 100% to value as noted below. The total amount of building coverage required was \$4,804,349 more than the building limit listed on the applications. We also felt that the Business Personal Property values were a bit low and that they needed to be increased per below. In total the BPP (contents) increase totals \$1,278,500.

**Building:**

- 2-1 Memorial Building - \$732,070 increase for building coverage
- 4-2 Period House Museum East - \$914,428 increase for building coverage
- 6-1 City Hall - \$1,530,627 increase for building coverage
- 15-1 Police Rescue Building - \$1,627,224 increase for building coverage

**Business Personal Property:**

- 1-1 Library - \$447,475 increase for BPP Coverage
- 2-1 Memorial Building - \$230,130 increase for BPP coverage
- 6-1 City Hall - \$281,270 increase for BPP coverage
- 15-1 Police Rescue Building - \$319,625 increase for BPP coverage

Adding the Blanket from your submission to our increases looks like

$\$16,157,719 + 1,278,500(\text{BPP}) + \$4,804,349(\text{Building}) = \$22,240,568.$

Please give me a shout with any other questions on my cell phone.

Thank you!

Eric Nystedt | Associate Account Executive | Public Sector Services  
Travelers  
385 Washington St | South Building 3rd Floor  
St. Paul, MN 55102  
Work: 651.310.3666 Cell: 651.363.4337  
Fax: 855.835.8595  
<image001.png.awsec>

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This communication, including attachments, is confidential, may be subject to legal privileges, and is intended for the sole use of the addressee. Any use, duplication, disclosure or dissemination of this communication, other than by the addressee, is prohibited. If you have received this communication in error, please notify the sender immediately and delete or destroy this communication and all copies.

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## Insurance solutions for cyber risks

CYBER EXPOSED. BUSINESS SECURED WITH TRAVELERS.

Cyber risks – including cyber attacks and data breaches – are more real than ever. Every business and organization needs to protect its assets with cyber insurance – and Travelers can help.

### Determining a cyber threat

Technology is a major component of today's business operations and as it becomes more complex and sophisticated, so do the risks. Consider some of the following most common scenarios that can happen to businesses every day:



- An investment adviser's chief customer service officer has his laptop stolen. The laptop contains over 100,000 customer records, including Social Security numbers, and other personal information.
- A hacker breaks into an organization's website, gathers banking information, and makes fraudulent funds transfer requests.
- Records containing personal information (Social Security numbers, and credit card information) are taken from a dumpster because an employee did not dispose of the records properly. Notification and credit monitoring costs climb to thousands of dollars.

### Evaluating the risk

An important step in protecting your business is to evaluate your cyber exposure. Any business that uses technology or collects data is at risk for a cyber attack. The amount of coverage your business or organization needs depends on the level of risk. Consider these questions when determining the cyber insurance solution that will meet your needs:



How do you collect, store, use, share and destroy data ?

It's important for businesses and organizations to understand how data is gathered and how it is disposed of once it is no longer needed

What is the nature and sensitivity of the data ?

Different types of data will require different levels of protection

Are you required to protect your data ?

It is likely you are subject to a variety of federal and state laws and regulations requiring organizations to protect private data

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## Limited Special Expenses Coverage – Key Employees

PUBLIC SECTOR SERVICES | ENHANCED COVERAGE REIMBURSES COSTS TO REPLACE KEY INDIVIDUALS

### Did you know...

- The estimated cost to replace a key employee who dies or is disabled is between \$5,000 and \$15,000?
- Or that it can cost between \$10,000 and \$15,000 to hold a mid-term election to replace an elected official who can no longer do the job?

No one ever likes to think about bad things happening, but if you ever receive that middle-of-the-night call that the GFO has had a stroke, or an elected official from your town was in a fatal car crash, can you be sure you can cover the cost of replacing these key individuals? Costs such as hiring an employment search firm, or holding a special election can negatively impact your budget.

Being prepared for these unanticipated events is critical. If you work with Travelers, you can rest easy. We have years of experience working with the public sector and understand your concerns and your budgetary constraints. Together we can plan for the unexpected. And one way is with our newest endorsement — Limited Special Expenses Coverage – Key Employees — an enhancement to the Public Entity Management Liability policy.

### Who is a key employee?

Under the Limited Special Expenses Coverage – Key Employees, key employees are:

- Lawfully elected officials
- Legal, finance or risk management department heads
- The head of a police department, sheriff agency or other public safety organization
- The head of your fire district or department

A key employee must be less than 65 years old when the event happens.



### What it covers

This Innovative coverage provides reimbursement for certain expenses associated with permanently replacing key employees, including elected officials who are unable to fulfill their duties because of death, a medically-confirmed illness or disability.

Reimbursement sublimits of \$25,000 and \$50,000 are available for two types of replacement expenses:

(1) Reimbursement for certain expenses incurred to hire a permanent replacement:

- The cost to hire an outside employment search firm or advertising agency
- Expenses for advertising, travel, temporary lodging, meals and car rental

(2) Reimbursement for certain expenses incurred to replace an elected official:

- Expenses for the polling premises, ballot machines, ballot printing, ballot counting and public communications
- Cost to hire temporary workers to conduct the special election

Plan now for the unexpected. Ask your independent agent/broker about Travelers' Limited Special Expenses Coverage – Key Employees.

travelers.com

The Travelers Indemnity Company and its property casualty affiliates. One Tower Square, Hartford, CT 06183

This material is for informational purposes only. All statements herein are subject to the provisions, exclusions and conditions of the applicable policy. For an actual description of all coverages, terms and conditions, refer to the insurance policy. Coverages are subject to individual insureds meeting our underwriting qualifications and to state availability.

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Nebraska City

CITY OF NEBRASKA CITY  
1409 Central Avenue  
Nebraska City, NE 68410-2223  
Phone: 402-873-5515  
Fax: 402-873-5685



September 9, 2016

Opening of City of Nebraska City Property and Workers Compensation Insurance Bids

Bid Total Tabulation Sheet

Bids due at 12:00 pm

Bid Opening: 1:30 pm – City Hall

<u>Bidder</u>	<u>Packet Complete Y/N</u>	<u>Dollar Amount</u>	<u>AM Best Rating Provided</u>
1. One Beacon	No – No Workers Compensation Bid		
2. BHHC	Yes	\$165,094.00	Yes – A++
3. Travelers	Yes	\$129,864.00	Yes – A++
4. EMC	Yes	\$142,592.00	Yes – A

All bids will be examined by the City’s broker-agent Miller-Monroe-Farrell for completeness and accuracy. A final report and recommendation will be given to the Council at an upcoming City Council meeting. The City Council reserves the right to reject any and all bids.

City Council may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close.

# CITY OF NEBRASKA CITY

1409 Central Avenue

Nebraska City, NE 68410-2223

Phone: 402-873-5515

Fax: 402-873-5685



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## Agenda Information Support Sheet

**To:** Mayor and Commissioners

**Council Meeting:** September 19, 2016

**Agenda Item:** # \_\_\_\_\_

**Submitted By:** Marty Stovall, Construction and Facility Manager  
Vic Johns, Street Commissioner  
Grayson Path, City Administrator

**A. Synopsis of Issue:**

- a. Discussion to begin the process of a construction project from 1<sup>st</sup> Avenue north to Bridge, the Bridge, and finally from the Bridge leading Northwest to City Limits.
- b. The Street Commissioner and Staff would like to propose that funding in the Street Budget be designated to begin design of this project, which requires selection of an engineering firm.
- c. We would like to discuss this further in the council meeting.

**B. Options:**

- a. Approve the development of an Engineer RFQ.
- b. Use the City Engineer to design and construct the project.
- c. Use the funding in the Street Budget to design this project.
- d. None of the above or another option.

**C. Fiscal Note:**

- a. Plan to use the \$160,000 budgeted for roads in 2017 to design this project.

**D. Recommendation:**

- a. Approve using roads budget to design 11<sup>th</sup> Street/ Bridge Project, also approve sending out Request for Qualification to hire Engineering firm to design and construct the project.

**E. Background:**

- a. Following the budget process, the Street Commissioner, City Administrator, Construction and Facility Manager, City Engineer, and Street Foreman got together several times to review the various street needs of the community and which projects are the priority.
- b. The City Council provided \$160,000.00 in funding to the Street Department.
- c. The ultimate conclusion was that the North 11<sup>th</sup> Street as described in the Synopsis was the highest priority and the project in need of this funding to get started.
- d. This project was listed as top priority by the Council, Street Commissioner, Street Foreman and Construction/Facility Manager. An estimate from our City Engineer \$1,858,700.00 includes paving from 1<sup>st</sup> Ave. to Bridge and Bridge.
- e. Paving from Bridge to City Limits, \$490,200.00.
- f. We would propose to use this 2017 road budget to pay for design which is estimated at \$174,000.
- g. This allows a timetable for construction in 2018.

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Nebraska City

- h. We are working on CDBG funds totaling \$700,000.00 that, if this this project is selected for this particular use, would assist in the construction of this project from 1<sup>st</sup> Ave. to Bridge also the Bridge itself. The portion of the project from Bridge to City Limits would not qualify for CDBG funds as it is out of the blight area. But whether funding is given or not, this project is still in need of implementation.
- i.

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**Department Heads:        Submit this form to Dave Partsch and Grayson Path by 5:00 pm of the day the Agenda meeting is held.**

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