

**CITY OF SCOTTSBLUFF**  
**City of Scottsbluff Council Chambers**  
**2525 Circle Drive, Scottsbluff, NE 69361**  
**CITY COUNCIL AGENDA**

**Regular Meeting**  
**January 3, 2017**  
**6:00 PM**

1. Roll Call
2. Pledge of Allegiance.
3. **For public information, a copy of the Nebraska Open Meetings Act is available for review.**
4. Notice of changes in the agenda by the city clerk (Additions may not be made to this agenda less than 24 hours before the beginning of the meeting unless added under Item 5 of this agenda.)
5. Citizens with business not scheduled on the agenda (As required by state law, no matter may be considered under this item unless council determines that the matter requires emergency action.)
6. Consent Calendar (Items in the consent calendar are proposed for adoption by one action for all items unless any member of the council requests that an item be considered separately.):
  - a) Approve the minutes of the December 19, 2016, Regular Meeting.
7. Claims:
  - a) Regular claims
8. Petitions, Communications, Public Input:
  - a) Council to make a recommendation to the Nebraska Liquor Control Commission naming Cesar Orona as the Liquor License Manager of Las VII Americas Tortilleria, 1619 East Overland, Scottsbluff, NE.
9. Public Hearings:
  - a) Council to conduct a public hearing at 6:05 p.m. to consider a Class Z Liquor License application for Great Plains Distillery LLC dba Great Plains Distillery, 213 West Railway, Scottsbluff, NE.
  - b) Council to consider appointing Phillip Mitchell as manager of the Great Plains Distillery Class Z Liquor License.
  - c) Council to conduct a public hearing at 6:05 p.m. to consider a rezone of properties located at 2214, 2218, and 2222 1st Ave. situated in the NE ¼ of Block 22, No. Scottsbluff Add., City of Scottsbluff, NE, from R-1a Residential to C-1 Central Business District and approve the Ordinance.
  - d) Council to convene as the Board of Equalization.
  - e) Council to adjourn as the Board of Equalization and reconvene as the

Scottsbluff City Council.

10. Resolution & Ordinances:
  - a) Council to consider an Ordinance levying a special assessment in Paving District No. 312.
  - b) Council to consider an Ordinance levying a special assessment in Water District 105.
11. Executive Session
  - a) Council reserves the right to enter into closed session if deemed necessary if the item is on the agenda.
12. Public Comments: The purpose of this agenda item is to allow for public comment of items for potential discussion at a future Council Meeting. Comments brought to the Council are for information only. The Council will not take any action on the item except for referring it to staff to address or placement on a future Council Agenda. This comment period will be limited to three (3) minutes per person
13. Council reports (informational only):
14. Scottsbluff Youth Council Representative report (informational only):
15. Adjournment.

# **City of Scottsbluff, Nebraska**

**Tuesday, January 3, 2017**

**Regular Meeting**

## **Item Consent1**

**Approve the minutes of the December 19, 2016, Regular Meeting.**

**Staff Contact: Cindy Dickinson, City Clerk**

Regular Meeting  
December 19, 2016

The Scottsbluff City Council met in a regular meeting on Monday, December 19, 2016 at 6:00 p.m. in the Council Chambers of City Hall, 2525 Circle Drive, Scottsbluff. A notice of the meeting had been published on December 16, 2016, in the Star Herald, a newspaper published and of general circulation in the City. The notice stated the date, hour and place of the meeting, that the meeting would be open to the public, that anyone with a disability desiring reasonable accommodations to attend the Council meeting should contact the City Clerk's Office, and that an agenda of the meeting kept continuously current was available for public inspection at the office of the City Clerk in city hall; provided, the City Council could modify the agenda at the meeting if it determined that an emergency so required. A similar notice, together with a copy of the agenda, also had been emailed to each council member, made available to radio stations KNEB, KMOR, KOAQ, and television stations KSTF and NBC Nebraska, and the Star Herald. The notice was also available on the city's website on December 16, 2016.

Mayor Randy Meininger presided and City Clerk Dickinson recorded the proceedings. The Pledge of Allegiance was recited. Mayor Meininger welcomed everyone in attendance and encouraged all citizens to participate in the council meeting asking those wishing to speak to come to the microphone and state their name and address for the record. Mayor Meininger informed those in attendance that a copy of the Nebraska open meetings act is posted in the back of the room on the west wall for the public's review. The following Council Members were present: Randy Meininger, Raymond Gonzales, Jordan Colwell, Scott Shaver and Mark McCarthy. Also present was City Manager Johnson, City Attorney Howard Olsen, and Deputy City Attorney Rick Ediger. Absent: None. Mayor Meininger asked if there were any changes to the agenda. There were none.

Mayor Meininger asked if any citizens with business not scheduled on the agenda wished to include an item providing the City Council determines the item requires emergency action. There were none. Moved by Council Member Gonzales seconded by Council Member McCarthy that,

- a) "The minutes of the December 5, 2016 Regular Meeting be approved,"
- b) "The minutes of the December 7, 2016 Special Joint City Council Meeting with Gering be approved,"
- c) "A public hearing be set for January 3, 2017 at 6:05 p.m. to consider a Class Z Liquor License application for Great Plains distillery LLC dba Great Plains Distillery, 213 West Railway, Scottsbluff, NE,"
- d) "A public hearing be set for January 3, 2017 at 6:05 p.m. for the Board of Equalization to assess payments for Paving District 312 and Water District 105,"
- e) "A public hearing be set for January 3, 2017 at 6:05 p.m. to consider a rezone of properties located at 2214, 2218, and 2222 1<sup>st</sup> Ave., situated in the NE ¼ of Block 22, North Scottsbluff Addition, City of Scottsbluff, Nebraska, from R-1a Residential to C-1 Central Business District," "YEAS", Meininger, Colwell, Gonzales and McCarthy, "NAYS" Shaver. Absent: None.

Moved by Council Member Shaver, seconded by Council Member McCarthy, "that the following claims be and hereby are approved and should be paid as provided by law out of the respective funds designated in the list of claims dated December 19, 2016, as on file with the City Clerk and submitted to

the City Council,” “YEAS”, Meininger, Colwell, Shaver, Gonzales and McCarthy, “NAYS” None.  
Absent: None.

#### CLAIMS

ACTION COMMUNICATIONS INC.,CIP-PO#1,1078; ALVARO SILVA,CONTRACTUAL,1305; AMERICAN FUTURE SYSTEMS INC,PUBLICATIONS,124.95; ANITA'S GREENSCAPING INC,PRKNG LOT MNTNCE,1261.11; AUTOZONE STORES, INC,EQUIP MTNC,462.82; B & H INVESTMENTS, INC,JAN. SUP.,50; B&C STEEL CORPORATION,IRON FOR 18TH ST. PIPE BALLARDS,387.04; BARCO MUNICIPAL PRODUCTS INC,SUPP - 42" CONES,1373.3; BEHAVIORAL MEDICINE ASSOC LLC,PRE-EMPLOYMENT SCREENING - POLICE,416; BLUFFS SANITARY SUPPLY INC.,DEPT SUPPL,436.44; CAPITAL BUSINESS SYSTEMS INC.,EQUIPMENT MAINT,207.16; CARR- TRUMBULL LUMBER CO, INC.,SUPP - SNAP LINKS, EYE BOLTS,21.84; CELLCO PARTNERSHIP,CELL PHONES,149.59; CEMENTER'S INC,DEPT SUP,304.96; CENTRAL STATES WIRE PRODUCTS INC.,DEPT SUPPLIES,1590; CHRIS REYES,DEPT SUPP,431.99; CITIBANK N.A.,DEPT SUP,311.31; CITY OF GERING,DISPOSAL FEES,39646.47; CITY OF SCB,PETTY CASH,93.43; COLONIAL LIFE & ACCIDENT INSURANCE COMPANY,INSURANCE,48.7; COMPUTER CONNECTION INC,DEPT SUP,4543.8; CONTRACTORS MATERIALS INC.,DEPT SUPPLIES,311.66; COURT ADMINISTRATORS OFFICE,2016 NE STATUTE UPDATES,137.5; CREDIT MANAGEMENT SERVICES INC.,WAGE ATTACHMENT,211.08; CYNTHIA GREEN,DEPT SUPP,119.99; DALE'S TIRE & RETREADING, INC.,VEHICLE MTNC,1044.36; DITCH-WITCH OF WEST TEXAS INC,EQUIP MAINT,489.46; DUANE E. WOHLERS,DISPOSAL FEES,900; DXP ENTERPRISES INC,CALIBRATION GAS FOR MONITORS,254.7; ELLIOTT EQUIPMENT COMPANY INC.,DEPT SUPPLIES,13104; ENVIRONMENTAL ANALYSIS SOUTH, INC,CONTRACTUAL SVC,905.9; ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE INC,EQUIP MAINT,300; FARMERS IRRIGATION DISTRICT,2017 O & M ASSESSMENT,2028; FASTENAL COMPANY,VEHI MAINT,53.16; FEDERAL EXPRESS CORPORATION,POSTAGE,106.65; FREMONT MOTOR SCOTTSBLUFF, LLC,VEHICLE MAINT,270; GALLS INC,UNIFORMS,64.97; GENERAL ELECTRIC CAPITAL CORPORATION,DEPT SUPP,36.6; GENERAL TRAFFIC CONTROLS, INC,SUPP - COLLAR ASSY FOR AVE. B,103.46; GFOA,MEMBERSHIP - N. JOHNSON,150; GRAY TELEVISION GROUP INC,CONTRACTUAL SVC,760; H D SUPPLY WATERWORKS LTD,DEPT SUP,1314.28; HAWKINS, INC.,CHEMICALS,921.45; HD SUPPLY FACILITIES MAINTENANCE LTD,DEPT SUP,1507.19; HEILBRUN'S INC.,EQUIP MTNC,1754.01; HULLINGER GLASS & LOCKS INC.,SUPP - PADLOCKS & KEYS CUT,85.5; HYATT PLACE LINCOLN/DOWNTOWN-HAYMARKET,SCHOOLS & CONF,101; IDEAL LAUNDRY AND CLEANERS, INC.,SUPP - MATS, TOWELS, CVRLLS,955.62; INDEPENDENT PLUMBING AND HEATING, INC,BLDG MAINT,81.21; INFINITY CONSTRUCTION, INC.,PAYMENT FOR BULB OUT CONSTRUCTION - DOWNTOWN,112333.93; INGRAM LIBRARY SERVICES INC,BKS,2203.63; INTERNAL REVENUE SERVICE,WITHHOLDINGS,59380.83; INTRALINKS, INC,CONTRACT SERVICES,1237.5; J G ELLIOTT CO.INC.,BOND RENEWAL - DEPUTY CITY CLERK,1175; JOHN DEERE FINANCIAL,SUPPLIES/UNIFORM,1323.03; JOHN DEERE FINANCIAL,DEPT SUPP,71.96; KRIZ-DAVIS COMPANY,SUPP - ELECT. WIRE,231.76; LEXISNEXIS RISK DATA MANAGEMENT,CONSULTING,100; M.C. SCHAFF & ASSOCIATES, INC,ENG. SERVICES FOR

DOWNTOWN BULB OUTS,17425; MATHESON TRI-GAS INC,RENT - MACHINES,45.58; MENARDS, INC,DEPT SUPPLIES,567.74; MUNICIPAL PIPE TOOL CO, LLC,EQUIP MAINT,4054.29; NE CHILD SUPPORT PAYMENT CENTER,NE CHILD SUPPORT PYBLE,1492.93; NE DEPT OF REVENUE,TAXES,45102.09; NEBRASKA FLOODPLAIN & STORMWATER MANAGERS ASSOC,MEMBERSHIPS,35; NEBRASKA PUBLIC POWER DISTRICT,ELECTRIC,38983.55; NEOPOST,PSTG.,6.1; NETWORKFLEET, INC,SUPP - GPS SERVICE,18.95; NORTHWEST PIPE FITTINGS, INC. OF SCOTTSBLUFF,BLDG MAINT,1257.43; OCLC ONLINE COMPUTER LIBRARY CENTER, INC,CONT. SVCS.,339.44; PANHANDLE COOPERATIVE ASSOCIATION,OTHER FUEL,16663.81; PANHANDLE ENVIRONMENTAL SERVICES INC,SAMPLES,162; PANHANDLE GEOTECHNICAL & ENVIRONMENTAL INC,DEPT CNTRCL SRVCS,450; PLATTE VALLEY BANK,DEVELOPMENT,34149.93; POSTMASTER,POSTAGE,639.58; POWERPLAN,INSTALL SHIMS ON LOADER,141.2; PRAISE WINDOWS INC,BUILD. MNTC.,645; QUILL CORPORATION,DEPT SUPPL,1163.11; RAILROAD MANAGEMENT CO III, LLC,RENT - LAND,791.57; REGION I OFFICE OF HUMAN DEVELOPMENT,CONTRACTUAL SERVICES,825; REGIONAL CARE INC,CLAIMS,241031.64; REGIONAL WEST MEDICAL CENTER,2016 HEALTH FAIR LAB,7251.4; REGISTER OF DEEDS,LEGAL,10; S M E C,EMPLOYEE DEDUCTION,179.5; SANDBERG IMPLEMENT, INC,EQUIP MAINT,550.4; SARGENT IRRIGATION INC.,EQUIPMENT,12333.12; SCB COUNTY,DEPT CNTRCL SRVCS,78; SCB FIREFIGHTERS UNION LOCAL 1454,FIRE EE DUES,165; SCOTTS BLUFF COUNTY COURT,LEGAL,170; SCOTTSBLUFF BODY & PAINT,TOW SERVICE,2230; SCOTTSBLUFF POLICE OFFICERS ASSOCIATION,POLICE EE DUES,528; SCOTTSBLUFF SCREENPRINTING & EMBROIDERY, LLC,SPECIAL EVENT,2099; SCOTTSBLUFF SENIOR CENTER,CONTRACT,5750; SHERIFF'S OFFICE,LEGAL FEES,199.28; SIMMONS OLSEN LAW FIRM, P.C.,CONTRACTUAL SERVICES,17327.63; SIMON CONTRACTORS,CONCRETE FOR STREET REPAIR,265.11; SNELL SERVICES INC.,BLDG MAINT,281.09; SPECTRUM PHOTO,CITY COUNCIL PHOTOS,150; STATE ELECTRICAL DIV,LICENSE & PERMITS,24; TEN FINGERS CRYSTAL,LEGAL FEES,20; THE WESTERN SUGAR COOPERATIVE,VEHICLE MAINT,162; THOMAS P MILLER & ASSOCIATES, LLC,PROFESSIONAL SERVICES,8847.53; TWIN CITY AUTO, INC,CIP/EQUIP MAINT,6612; TYLER TECHNOLOGIES, INC,FEES - UB ONLINE 12/1/16 - 12/31/16,348; UNIQUE MANAGEMENT SERVICES, INC,CONT. SVCS.,205.85; UNITED STATES WELDING, INC,DEPT SUPPLIES,37.85; UPSTART ENTERPRISES, LLC,VEHICLE MAINT,185.67; US BANK,INTL. ECON.DEV. COUNCIL - JOB AD FOR DIRECTOR,3096.79; VANTAGEPOINT TRANSFER AGENTS-300793,DEF COMP,655; VANTAGEPOINT TRANSFER AGENTS-705437,ROTH IRA,530; WELLS FARGO BANK, N.A.,RETIREMENT,30108.94; WESTERN COOPERATIVE COMPANY,VEHICLE MAINT,35.4; WESTERN PATHOLOGY CONSULTANTS, INC,RANDOM DOT TESTING - PRE-EMPL.SCREEN,95.5; WESTERN PLAINS BUSINESS FORMS INC,CONTRACTUAL SVC,184.87; WESTERN TRAVEL TERMINAL, LLC,VEH MAINT,33.6; ZM LUMBER INC,DEPT SUPP,204.3; REFUNDS: SARNIRAND 25.66; SCHMER 6.39; MOORE 100; 7 WONDERS LLC 10.42; COUALT 65.12; FROSSARD 26.92.

City Manager Johnson presented the request from Baker and Associates for reimbursement of expenses related to engineering services for Paving District #313 in the amount of \$2,635.00. Moved by Council Member Gonzales, seconded by Council Member McCarthy, "to approve the request for payment of claims by warrant for Paving District #313, Owen/Avenue G Subdivision, and approve Resolution No. 16-12-03," "YEAS", Meininger, Colwell, Shaver, Gonzales and McCarthy, "NAYS" None. Absent: None.

**RESOLUTION NO. 16-12-03**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCOTTSBLUFF, NEBRASKA:**

That the claim of Baker & Associates in the amount of \$2,635.00, being the seventh pay estimate for Paving District #313, is approved and the City Clerk is authorized to issue a warrant for the payment of such claim.

Passed and approved this 19th day of December, 2016.

---

Mayor

ATTEST:

---

City Clerk

“seal”

Mr. Andrew Hunzeker addressed the Council regarding the event permit for the Scottsbluff Celtic Gathering which will be May 20 and 21, 2017. This is the first annual festival, which includes a number of family activities and representation from a variety of Scottish clans. Mayor Meininger commented that this will be a great tourism event for the City of Scottsbluff. City Attorney Olsen noted that the public liability insurance information was blank on the permit; city staff will be talking to Scotts Bluff County regarding the liability insurance. This is a joint event between the City and County, so both entities will provide crews for clean-up. We will coordinate with Scotts Bluff County regarding the surety bond for clean-up after the event.

Council Member Shaver noted that the map shows a beer garden, which is not included with this permit. Mr. Hunzeker explained that this permit is only for the community festival permit, the liquor license permit will be presented later. They are planning on a small area for a beer garden and food vendors. The whiskey tasting will be at the Elks Lodge. In addition, they will have movies in the park on Saturday evening. All activities will end by 10:00 p.m. Council Member Shaver asked if there will be issues with the liquor license, since the park is between the school and a church. Mr. Olsen responded that the location is within the limits allowed to the front door of each building.

Moved by Council Member Gonzales, seconded by Mayor Meininger, “to approve the community festival permit for the Scottsbluff Celtic Gathering event on May 20 and 21, 2017 at Frank Park, conditional upon receipt of proper liability insurance from Scotts Bluff County,” “YEAS”, Meininger, Colwell, Shaver, Gonzales and McCarthy, “NAYS” None. Absent: None.

Mayor Meininger opened the public hearing at 6:10 p.m. to consider the Class C Liquor License application for LAS VII AMERICAS LLC dba AMERICAS TORTILLERIA, 1619 East Overland, Scottsbluff, NE. Cesar Orona owner, and Carmen Moreno, employee; and Police Captain Brian Wasson were sworn in to testify on the liquor license. Moved by Mayor Meininger, seconded by Council Member McCarthy, “that the following exhibits, presented on behalf of the City Council, be entered into the record: 1) LAS VII AMERICAS LLC dba AMERICAS TORTILLERIA application; 2) City Council

check list for section 53-132 cum supp 2010; 3) written statement of Police Chief Kevin Spencer dated December 16, 2016; 4) written statement of City Clerk dated December 19, 2016; 5) written statement of City Planner Folck dated November 30, 2016; “YEAS”, Meininger, Colwell, Shaver, Gonzales and McCarthy, “NAYS” None. Absent: None.

Ms. Moreno explained that Mr. Orona was a bartender at El Tequilla, and never experienced a violation. He takes the selling of alcohol very seriously understands his responsibility. He plans to purchase a scanner for the business. The alcohol is in a locked cabinet and he will do the inventory. All servers will receive the alcohol server training through the Nebraska State Patrol. If there is a violation, the employee will be suspended until they can be retrained. Mr. Orona plans to be at the location the majority of the time the restaurant is open.

Captain Brian Wasson explained that Mr. Orona appeared at the Liquor License Investigatory Board meeting on December 15<sup>th</sup>. After many questions by the board, they unanimously approved a favorable recommendation to the City Council for this liquor license. Captain Wasson inspected the property and noted beer coolers located in the front of the building next to the cash register. The liquor was stored in locked cabinets. They have an intrusion alarm, and videos throughout the building. Mr. Orona failed to report some traffic violations on his application; he did not think this information was necessary. Chief Spencer noted this on his memo to the Council and informed Mr. Orona that all violations need to be reported; he was satisfied with Mr. Orona’s response. The restaurant will be open from 7 am – 2:00 p.m. and the Tortilleria will be open until 8 p.m.

There were no further comments from the public. Mayor Meininger closed the public hearing at 6:20 p.m. Mayor Meininger stressed the importance of having a procedure to keep alcohol from minors. The Council noted that the Manager’s License was not included on the agenda, this will be added to the January 3, 2017 agenda for approval. Moved by Council Member Gonzales, seconded by Council Member Colwell, “to forward a positive recommendation to the Nebraska Liquor Control Commission regarding the liquor license application of Las VII Americas LLC dba Las VII Americas Tortilleria Class C-121080 License,” “YEAS”, Meininger, Colwell, Shaver, Gonzales and McCarthy, “NAYS” None. Absent: None.

#### **RESOLUTION NO. 16-12-04**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SCOTTSBLUFF, NEBRASKA:**

On December 19, 2016, the matter of the application of Las VII Americas LLC dba Las VII Americas Tortilleria, for a Retail Class C liquor license at 1619 E. Overland, Scottsbluff, Nebraska, came on for consideration by the Council. The following exhibits were offered and received:

Exhibit 1 - Application of Las VII Americas LLC dba Las VII Americas Tortilleria

Exhibit 2 - City Council Check List for Section 53-132 R.R.S. (2010)

Exhibit 3 - Written statement of Police Chief dated December 16, 2016

Exhibit 4 - Written statement of City Clerk dated December 19, 2016

Exhibit 5 - Written statement of Development Services Director dated November 30, 2016

2. Witnesses were sworn and testimony was received in support of the application at the public hearing on this date from Cesar O. Orona, owner and Police Chief Kevin Spencer spoke on behalf of the City.
3. Upon consideration of the evidence and the criterion to be considered by the City Council pursuant to law, the City Council finds as follows:



- a. Applicant has demonstrated a fitness, willingness, and ability to properly serve or sell liquor in conformance to the rules and regulations of the Nebraska Liquor Control Act.
  - b. Applicant has met its burden with regard to the check list provided by Section 53-132 R.R.S. (2010) and demonstrates a willingness and ability to properly serve or sell liquor in conformance to the rules and regulations of the Nebraska Liquor Control Act and its management and control appears to be sufficient to insure compliance with such rules and regulations.
4. By reason of the above, the Applicant has met the burden of proof and persuasion in producing evidence pertaining to the criterion prescribed in the Nebraska Statutes.

Based on the above findings, the City Council approves the application and recommends to the Nebraska Liquor Control Commission that a Retail Class C liquor license be issued to Las VII Americas LLC, at the premises described in the application.

5. The City Clerk shall transmit a copy of this Resolution to the Commission.
6. Cost of publication: \$15.65.

Passed and approved this 19<sup>th</sup> day of December, 2016.

---

Mayor

ATTEST:

---

City Clerk

“seal”

Mayor Meininger opened the public hearing at 6:20 p.m. to consider the purchase of property with the City of Gering, generally located in Section 36: East ½ South East ¼. City Manager Johnson explained that the purpose of the public hearing is to consider cost sharing in the acquisition of property with the City of Gering; the property is located just outside of the city limits of Gering. The City of Scottsbluff is not listed on the Purchase Agreement. The funds for this acquisition would come from the City’s LB840 Economic Development Fund. To date, there have been three qualifying businesses that have contacted us who are interested in locating in the industrial park. In April of 2014, the City hired Thomas P. Miller and Associates (TPMA) to complete a Regional Economic Development Plan, which identified ten potential certifiable industrial tracts. Olsson and Associates further evaluated the certification potential for sites identified for industrial development opportunities based on site size; number of owners and ease of land assembly; easements; location, including proximity to major transportation corridors; ease and safety of access for both employees and products; site visibility and brand exposure; serviceability by urban infrastructure; site topography; environmental issues; and costs to develop, including demolition and off-site extensions.

In 2016, the City of Scottsbluff agreed to sell 45 acres of farm ground, zoned M1 at \$5,481.89 per acre for 39.22 acres and \$8,500.00 per acre for 6 acres. Other similar sales included 2.59 acres for \$9,652.50 per acre and .94 acre for \$9,391.00 to the City of Minatare for a water transfer station.

The property being considered, owned by Mr. Leo Hoehn, is appraised at \$681,000.00; the purchase agreement approved by the City of Gering is for \$726,000.00 for the 83 acres or \$8,746.98 per acre. Of this land, approximately 59 acres is zoned MH- Heavy Industrial and Manufacturing; the remaining 24 acres is currently zoned Agricultural. Sales of the same zoned land need to be used for an accurate comparison in regard to establishing a price for the parcel to be acquired.

Rick Ediger, Deputy City Attorney, explained how the LB840 works into this purchase. The Inter-local Agreement with Gering identifies the LB840 funds as the source of funding this cost share with Gering. We generally use these funds as business grants and loans to create jobs with incentives based on the number of jobs created. There is an exception to this use, which includes the purchase of real estate, based on the land being used for a known qualifying business; or potentially for an unknown business that would be a qualifying business. Any buyer of the property must be a qualifying business under the City's plan. A typical business locating on this property would be engaged in manufacturing, which is a qualifying business. Any proceeds received from the sale of this land will have to be returned to the LB840 program. Another requirement of the LB840 plan, is that the property must be properly zoned before we could commit LB840 funds to the purchase of the property.

Mayor Meininger added that the City of Scottsbluff has been involved with the LB 840 program for 21 years. We currently have approximately \$6 million in this fund; this cannot generally be used for streets, infrastructure or the general fund. The issue before us is not regarding the purchase of the land from Mr. Hoehn, as Gering has already purchased the land. This public hearing concerns whether to partner with the City of Gering in this purchase.

Council Member McCarthy asked if there are stipulations regarding using LB 840 funds outside of our jurisdiction. Mr. Ediger responded that we can and have made LB840 loans outside of Scottsbluff in the past. This was included in the plan because statistics show that approximately one-half of our sales tax revenue comes from outside the City of Scottsbluff.

Mayor Meininger welcomed comments to hear from those in opposition, neutral, or in favor of the cost share with Gering to purchase the industrial site.

Ross Cozad, resident, explained that he understands the need for property for manufacturing, but feels that we need to utilize the dilapidated properties around the area that are currently vacant.

Robert Kinsey, resident, asked the City Manager about the recent sale of the land at Immigrant Trails subdivision. Mr. Johnson answered that this land was acquired prior to the LB840 program. It was recently sold to individuals who are planning to develop the property. Mr. Kinsey commented that he does not think that city government should be in the real estate business. He feels the land at Immigrant Trails is a good example of land that was owned by the city for many years with no development. He doesn't think our area can compete with bigger communities for manufacturing businesses; therefore this land will remain vacant for many years. There are many people working on Economic Development, however nothing has happened yet. He also commented on the Nation Star business, with many people moving to Texas when the business sold. He does not feel the purchase of the land in Gering is good for the community, as he thinks it will sit vacant for many years.

Ken Morris, resident, made a comment with a neutral opinion. He was concerned about the tax exemption on the property once it is owned by the City, and the potential loss of tax revenue for the County. City Attorney Ediger explained that he did not think that the property would be tax exempt because it's not being used for a public purpose; he will verify.

Bill Knapper, resident and member of the Community Redevelopment Authority, was positive about the purchase of the property to be used as an industrial park. He commented that we are isolated in

our area and when we lose jobs, we lose population. We've had some recent shocks to our economy with the railroad, agriculture, and Cabela's. Our area is competing for jobs and economic development, and it's important we have locations available for development. Many other cities in Nebraska own industrial sites and we need to be able to compete with them. He applauded both Gering and Scottsbluff Councils for having this vision.

Mayor Meininger asked about working with the Gering and the Scottsbluff LB840 plans. Deputy City Attorney Ediger clarified that any business purchasing this land would need to qualify under both the Gering and Scottsbluff LB840 plans; the more restrictive plan would govern.

Todd Holcomb, resident and President of WNCC, was in support of the purchase, as the idea of an industrial park is not new. We are in competition with many other states to recruit and attract business. After six years as a member of the Twin Cities Development board, he realized that we have lost businesses because we didn't have a shovel ready industrial site. It will increase activity and make us more attractive to have a strategic location to offer potential developers.

With no further comments, Mayor Meininger closed the public hearing at 6:45 p.m. He summarized that the City Council has several options: it can vote to proceed with the project and share in the cost of the property; it can choose to not participate; or it can take the testimony and refer it back to the LB840 Committee. This is new territory for the City of Scottsbluff, as we have not purchased land in the past using LB840 funds.

Council Member Colwell asked about the floodplain located on the site. Mr. Johnson explained that the flood plain is located on the very northern portion of the property. This is not a significant obstacle, and actually, one business interested in purchasing a portion of the industrial site is interested in the area within the floodplain. This area can be built up if construction occurs in order to avoid an issue with the floodplain.

Council Member Shaver asked what the advantage was of having the city purchase the land as opposed to having any potential purchasers go directly to the current property owner. Mr. Johnson explained that most developers only want a small portion, not the entire 83 acres. By having the city own the development, they can control where each industry goes to best suit the land development plan.

Mayor Meininger noted that the idea for an industrial park is part of the 2014 Regional Economic Development Plan with all communities in our area; this is Master Plan for Economic Development. One of the areas we were lacking was an Industrial Site. This property was one of the preferred sites for this development.

Council Member Shaver commented that in the past week he has had several constituents contact him, all of which were not in favor of sharing the cost of the purchase.

Council Member Gonzales asked if there were locations considered in Scottsbluff, which there were. He stated the owner of this property had originally purchased this property for the possible use as a packing plant speculation.

Moved by Mayor Meininger, seconded by Council Member McCarthy, "to refer the testimony from this public hearing on the cost sharing with the City of Gering on the purchase of property located in Section 36, Township 22 North, Range 55 West of the 6th P.M., Scotts Bluff County, Nebraska to the City of Scottsbluff LB840 Application Review Committee for a recommendation to be considered at the January 17, 2017 City Council Meeting," "YEAS", Meininger, Colwell, Gonzales and McCarthy, "NAYS" Shaver. Absent: None.

Mr. Jim Trumbull, Chairman of the LB840 Application Review Committee commented that he appreciated the opportunity to have the LB840 Committee review this proposal. He also added that the Community Redevelopment Authority and LB840 Citizen Review Committee would be valuable resources. It's important to consider the specific criteria required for a shovel ready industrial park and utilize the recommendation from TPMA and Olsson and Associates.

City Manager Johnson introduced the new Library Director, Noelle Thompson to the City Council. Ms. Thompson explained the OneLibrary Interlocal Amended Agreement, which is an interlocal cataloging system with other libraries. The City has been involved with this Interlocal Agreement for a few years and it's been very beneficial. Moved by Council Member Shaver, seconded by Council Member McCarthy, "to approve the OneLibrary Interlocal agreement, and authorize the Mayor to execute the agreement," "YEAS", Meininger, Colwell, Shaver, Gonzales and McCarthy, "NAYS" None. Absent: None.

Mr. Johnson presented the amended Fire Contract which increases the Fire Department employees dental insurance premium, the same as general employees. Moved by Council Member Gonzales, seconded by Mayor Meininger, "to approve the amended Fire Contract ARTICLE XXI Health Insurance and authorize the Mayor to execute the agreement," "YEAS", Meininger, Colwell, Shaver, Gonzales and McCarthy, "NAYS" None. Absent: None.

Emergency Management Director Tim Newman explained the ASPCA Pet Shelter Grant to the Council. The City has been awarded this grant which will help to buy supplies to shelter pets in the event of a major storm event. He also reported that Region 22 now has 21 volunteers who have donated 111.5 hours of volunteer time. Moved by Mayor Meininger, seconded by Council Member Colwell, "to approve the acceptance of the ASPCA Emergency Pet Shelter Grant in the amount of \$2,000.00 and authorize the Emergency Manager to electronically sign the agreement," "YEAS", Meininger, Colwell, Gonzales and McCarthy, "NAYS" Shaver. Absent: None.

City Manager Johnson presented the Vistabeam lease agreement for the Coke Plant Water Tower. The changes included an extension of the term of the lease from three years to five years with a rental amount of \$150.00 per month. City Attorney Olsen added that they have made an addition to the agreement regarding the painting of the tower and who pays for temporary removal of antennas and equipment. Moved by Council Member Shaver, seconded by Council Member McCarthy, "to approve the renewal of a Lease Agreement with Inventive Wireless LLC, dba Vistabeam for their wireless antenna system on the Coke Plant Water Tower, with the following addition to section 5a: Vistabeam will be responsible for and pay the cost required to remove and temporarily relocate the transmission equipment in the event the city determines to conduct maintenance or repainting the water tower. In such an event the City agrees to give Vistabeam written notice of the maintenance activity at least 30 days prior to beginning; and authorize the Mayor to execute the agreement with the revision, "YEAS", Meininger, Colwell, Shaver, Gonzales and McCarthy, "NAYS" None. Absent: None.

City Manager Johnson presented the Release of Lien for Paving District No. 306, as this has been paid in full. Moved by Council Member Gonzales, seconded by Council Member McCarthy, "to authorize the Mayor to sign the Release of Lien resulting from the assessments for Paving district No. 306," "YEAS", Meininger, Colwell, Shaver, Gonzales and McCarthy, "NAYS" None. Absent: None.

Regarding the Economic Development agreements for Webb Orthodontics and Webb Eye Care, Mr. Johnson explained that the City had independent legal counsel review both documents due to a conflict of interest for the City Attorney's office. There were no major issues with either agreement.

The Webb Orthodontics Agreement is a 9 year loan for \$300,000.00. They have the opportunity to repay a portion of the loan through additional job creation. The LB840 Application Review Committee voted unanimously to support this application. Council Member Shaver asked what this loan would be used for. Mr. Johnson explained it was for job creation, to help the business grow the base, expand and invest in Scottsbluff. Mr. Ediger explained that the funds can be used for job retention and job expansion. Mr. Trumbull commented that Dr. Sami Webb has increased her employees to 18 and the committee was appreciative that they applied. They have become one of the most prominent and community minded businesses in our area.

Mr. Ediger explained that the agreement is structured as a loan, not a grant. Businesses can repay the loan in the form of earned job credits or repay the loan. Dr. Sami Webb thanked the Council and they are appreciative of the low interest loan. They have provided good jobs and love what they are doing in Scottsbluff.

Moved by Council Member Shaver, seconded by Council Member Gonzales, "to approve the Economic Development Assistance Agreement with Webb Orthodontics and authorize execution of the related documents," "YEAS", Meininger, Colwell, Shaver, Gonzales and McCarthy, "NAYS" None. Absent: None.

City Manager Johnson presented the agreement with Jason Webb Eye Care which is a \$200,000.00, nine year loan. With job creation, they can pay against this loan. The LB840 Application Review Committee voted unanimously to support this application also. Moved by Mayor Meininger, seconded by Council Member Shaver, "to approve the Economic Development Assistance Agreement with Jason Webb, OD, PC and authorize execution of related documents," "YEAS", Meininger, Colwell, Shaver, Gonzales and McCarthy, "NAYS" None. Absent: None.

Mr. Johnson presented the Economic Development Agreement with Klein Family Trucking for much needed infrastructure improvements to the area. An LB840 qualifying business was required in order to move forward with infrastructure improvements to this growing industrial tract which currently consists of businesses that would be qualifying businesses under the LB840 Plan. There were several issues with the location of the Fed Ex ground transportation, which is operated by Klein Family Trucking. This agreement is for a \$434,000.00 grant for infrastructure improvements for stormwater management. Mayor Meininger noted that they are a conduit for this project, as there are a number of other businesses who will benefit from these improvements.

Deputy City Attorney Ediger noted that this project is an exception. We have provided funding for water extensions for other businesses, directly to Scotts Bluff County. We can no longer make grants to political subdivisions, so we need a qualifying business to apply. The major beneficiaries are the FED EX AIR and Fusion Ranch. This will also impact the FED EX GROUND operation. Our City Engineer has advised that any future development in this area is hindered until some infrastructure work can be completed. There have been some run off issues with the airport, and now that development has continued, this is the only funding source available for these improvements. This is a unique project in that there is no accountability in the agreement other than all improvements must be built to city standards.

Moved by Mayor Meininger, seconded by Council Member McCarthy, "to approve of the Economic Development Assistance Agreement with Klein Family Trucking and authorize execution of the related documents, "YEAS", Meininger, Colwell, Gonzales and McCarthy, "NAYS" Shaver. Absent: None.

Regarding the traffic signal located at Ave. D and 27<sup>th</sup> Street, Mr. Johnson informed Council that a pedestrian traffic count was conducted, however, given the weather, was not as accurate as they would like. There were three pedestrians crossing, and the Manual on Uniform Traffic Control Devices (MUTCD) requires 133 to justify a light. There are lights at Ave. B and Ave. I. Council Member Shaver was concerned about not having a light at this intersection on 27<sup>th</sup> Street which is extremely busy. The safety of one child is more important than the (MUTCD) study and justifies a pedestrian crossing light or some type of warning.

Captain Brian Wasson commented that he will inform his officers and arrange schedules to provide a crossing guard until some type of warning light can be installed. Staff will continue to reassess this crossing. Council Member McCarthy would also like to have the parents with school age children in that neighborhood to be informed of the lack of a crossing light. Moved by Mayor Meininger, seconded by Council Member Shaver, "to approve Resolution No. 16-12-05 authorizing the removal of the traffic

signal located at Ave. D and 27<sup>th</sup> Street to replace the signal located at Ave. I and 27<sup>th</sup> Street,” “YEAS”, Meininger, Colwell, Shaver, Gonzales and McCarthy, “NAYS” None. Absent: None.

**RESOLUTION NO. 16-12-05**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SCOTTSBLUFF, NEBRASKA:**

- A. WHEREAS, the City Council of the City of Scottsbluff had placed a traffic signal for a pedestrian crossing at the intersection of Avenue D and 27<sup>th</sup> Street within the City of Scottsbluff, Nebraska.
- B. WHEREAS, as a result of wind damage, the City of Scottsbluff must use the mast arm of that traffic signal for replacement of a mast arm for the traffic signal at the intersection of Avenue I and 27<sup>th</sup> Street within the City of Scottsbluff.
- C. WHEREAS, the City Council of the City of Scottsbluff wants to consider a pedestrian and traffic study at the intersection of Avenue D and 27<sup>th</sup> Street before making a final decision about whether to replace the traffic signal or mark the pedestrian crossing in another way.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Scottsbluff, that the mast arm of the traffic signal located at Avenue D and 27<sup>th</sup> Street should be used to replace the broken mast arm at the intersection of Avenue I and 27<sup>th</sup> Street, and

BE IT FURTHER RESOLVED that pursuant to the above referenced Code sections and pursuant to the findings of the pedestrian and traffic study conducted, the City Council determines that public safety, convenience or welfare require or warrant that a pedestrian crossing should be located at the intersection of Avenue D and 27<sup>th</sup> Street and that appropriate markings on the pavement and pedestrian crossing signs should be placed at that location, but the traffic signal which was removed should not be replaced. The City Council instructs the director of public works to make the appropriate markings on the pavement and signage as prescribed by the Nebraska Manual of Uniform Traffic and Control Devices for streets and highways issued by the Department of Roads of the State of Nebraska for signage and markings to identify the pedestrian crossing, however, the traffic signal located at Avenue D and 27<sup>th</sup> Street shall be removed.

This Resolution shall become effective following its passage and approval.

Passed and approved on December 19, 2016.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

City Manager Johnson explained that with the reorganization of the City Council, a new resolution is required authorizing signatures on bank transactions. Moved by Council Member McCarthy, seconded by Mayor Meininger, “to approve Resolution No. 16-12-06 regarding authorized signatures on banking transactions,” “YEAS”, Meininger, Colwell, Gonzales and McCarthy, “NAYS” Shaver. Absent: None.

**RESOLUTION NO. 16-12-06**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SCOTTSBLUFF, NEBRASKA:**

1. US Bank NA, First National Bank, First State Bank, Platte Valley Bank, Western States Bank, all with local branches in Scottsbluff, Nebraska, and the Nebraska Public Agency Investment Trust (NPAIT) as well as Wells Fargo Bank, NA and Wells Fargo Securities, LLC are designated as depositories and/or financial investment institutions for funds of the City.

- a. Depository funds of the City deposited in each bank shall be subject to withdrawal upon checks, notes, drafts, or other orders for the payment of money when signed on the City’s behalf by any two of the following City officials:

Randy Meininger OR  
Floyd J. “Jordan” Colwell AND

Cynthia Dickinson OR  
Christine Burbach

- b. All investment funds of the City held as Government Money Market Funds, Certificates of Deposit, Treasury Notes, and other authorized securities purchased by the City shall be signed by the Finance Director for the City, Elizabeth Hilyard and one of the following City officials per the City’s Investment Policy:

Nathan Johnson OR  
Cynthia Dickinson

2. Provided, the Finance Director for the City, Elizabeth Hilyard, is authorized to make ACH drafts and withdrawals for payroll, electronic claims, utility payment drafts and debt payments on behalf of the City from any of the financial institutions named in paragraph 1. of this Resolution.

3. The banks are authorized to pay all orders and receive them for the credit of or in payment from the payee or any other holder without inquiring into the circumstances of the issue or the disposition of the proceeds.

4. US Bank is authorized to issue Visa credit cards to City personnel. The personnel to receive the cards and the credit limit on said cards shall be as approved by the City Manager or his/her designee.

5. This Resolution will revoke all prior banking resolutions and shall be delivered to all banks named in this Resolution. This Resolution will remain in effect until notice of revocation is delivered to any of these banks.

Passed, approved and effective this 19<sup>th</sup> day of December, 2016.

---

Mayor

ATTEST:

---

City Clerk

Under Public Comment, Robert Kinsey commented that he appreciates the good developments taking place with assistance from LB840 funding.

Under Council Reports, Mayor Meininger reported on the Senior Center and challenges with the cold weather and their building. Council Member Shaver reported on activities at Scottsbluff High School.

City Attorney Howard Olsen announced that he will be stepping down as the lead Scottsbluff City Attorney, a position he has served since 1989. The lead City Attorney will be Kent Hadenfeldt, who is an excellent attorney at the Simmons Olsen Law Firm. Mr. Olsen said it has been a privilege to serve the City, working with five city managers during his time as City Attorney.

Moved by Council Member Shaver, seconded by Council Member McCarthy, "to adjourn the meeting at 7:40 p.m.," "YEAS", Meininger, Colwell, Shaver, Gonzales and McCarthy, "NAYS" None. Absent: None.

---

Mayor

Attest:

---

City Clerk  
"SEAL"



# **City of Scottsbluff, Nebraska**

**Tuesday, January 3, 2017**

**Regular Meeting**

## **Item Claims1**

### **Regular claims**

**Staff Contact: Liz Hilyard, Finance Director**



# Expense Approval Report

## By Vendor Name

Post Dates 12/20/2016 - 01/03/2017

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
<b>Vendor: 09719 - ALFA LAVAL INC</b>					
<b>Fund: 631 - WASTEWATER</b>					
EQUIP MAINT	EQUIPMENT MAINTENANCE				231.60
<b>Fund 631 - WASTEWATER Total:</b>					<b>231.60</b>
<b>Vendor 09719 - ALFA LAVAL INC Total:</b>					<b>231.60</b>
<b>Vendor: 03711 - AMAZON.COM HEADQUARTERS</b>					
<b>Fund: 111 - GENERAL</b>					
Bks & misc.	DEPARTMENT SUPPLIES				175.79
Bks & misc.	AUDIOVISUAL SUPPLIES				68.38
Bks & misc.	BOOKS				463.00
<b>Fund 111 - GENERAL Total:</b>					<b>707.17</b>
<b>Vendor 03711 - AMAZON.COM HEADQUARTERS Total:</b>					<b>707.17</b>
<b>Vendor: 04575 - AUTOZONE STORES, INC</b>					
<b>Fund: 111 - GENERAL</b>					
VEH MAINT	VEHICLE MAINTENANCE				44.86
VEHICLE MAINT	VEHICLE MAINTENANCE				104.83
<b>Fund 111 - GENERAL Total:</b>					<b>149.69</b>
<b>Fund: 725 - CENTRAL GARAGE</b>					
equip mtnc	EQUIPMENT MAINTENANCE				233.96
equip mtnc	EQUIPMENT MAINTENANCE				250.34
equip mtnc	EQUIPMENT MAINTENANCE				84.29
vehicle mtnc	VEHICLE MAINTENANCE				252.12
vehicle mtnc	VEHICLE MAINTENANCE				-84.29
vehicle mtnc	VEHICLE MAINTENANCE				78.78
equip mtnc	EQUIPMENT MAINTENANCE				-233.96
vehicle mtnc	VEHICLE MAINTENANCE				-252.12
<b>Fund 725 - CENTRAL GARAGE Total:</b>					<b>329.12</b>
<b>Vendor 04575 - AUTOZONE STORES, INC Total:</b>					<b>478.81</b>
<b>Vendor: 00295 - B &amp; H INVESTMENTS, INC</b>					
<b>Fund: 111 - GENERAL</b>					
Dep. sup - library	DEPARTMENT SUPPLIES				29.50
DEPT SUPP	DEPARTMENT SUPPLIES				20.50
BLDG MAINT	BUILDING MAINTENANCE				10.25
BLDG MAINT	BUILDING MAINTENANCE				10.25
<b>Fund 111 - GENERAL Total:</b>					<b>70.50</b>
<b>Vendor 00295 - B &amp; H INVESTMENTS, INC Total:</b>					<b>70.50</b>
<b>Vendor: 08787 - BEEHIVE INDUSTRIES,LLC</b>					
<b>Fund: 721 - GIS SERVICES</b>					
GIS CNTRCL SRVCS	CONTRACTUAL SERVICES				3,000.00
<b>Fund 721 - GIS SERVICES Total:</b>					<b>3,000.00</b>
<b>Vendor 08787 - BEEHIVE INDUSTRIES,LLC Total:</b>					<b>3,000.00</b>
<b>Vendor: 01176 - BEELINE SERVICE INC</b>					
<b>Fund: 111 - GENERAL</b>					
Rescue One front end repairs	VEHICLE MAINTENANCE				548.00
<b>Fund 111 - GENERAL Total:</b>					<b>548.00</b>
<b>Vendor 01176 - BEELINE SERVICE INC Total:</b>					<b>548.00</b>
<b>Vendor: 09716 - BLACK HILLS GAS DISTRIBUTION LLC</b>					
<b>Fund: 111 - GENERAL</b>					
Monthly Energy Bill	HEATING FUEL				294.22
Monthly Energy Bill	HEATING FUEL				339.00

## Expense Approval Report

Post Dates: 12/20/2016 - 01/03/2017

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Monthly Energy Bill	HEATING FUEL				166.37
Monthly Energy Bill	HEATING FUEL				339.00
Monthly Energy Bill	HEATING FUEL				433.13
Monthly Energy Bill	HEATING FUEL				604.96
Monthly Energy Bill	HEATING FUEL				109.55
Fund 111 - GENERAL Total:					2,286.23
Fund: 212 - TRANSPORTATION					
Monthly Energy Bill	HEATING FUEL				2,015.37
Fund 212 - TRANSPORTATION Total:					2,015.37
Fund: 621 - ENVIRONMENTAL SERVICES					
Monthly Energy Bill	HEATING FUEL				596.18
Fund 621 - ENVIRONMENTAL SERVICES Total:					596.18
Fund: 641 - WATER					
Monthly Energy Bill	HEATING FUEL				135.64
Fund 641 - WATER Total:					135.64
Fund: 725 - CENTRAL GARAGE					
Monthly Energy Bill	HEATING FUEL				304.25
Fund 725 - CENTRAL GARAGE Total:					304.25
Vendor 09716 - BLACK HILLS GAS DISTRIBUTION LLC Total:					5,337.67
Vendor: 00405 - BLUFFS SANITARY SUPPLY INC.					
Fund: 111 - GENERAL					
Jan. sup.	JANITORIAL SUPPLIES				318.65
Fund 111 - GENERAL Total:					318.65
Fund: 212 - TRANSPORTATION					
SUPP - ACID	DEPARTMENT SUPPLIES				21.72
SUPP - CLOROX CONCENTRATE	DEPARTMENT SUPPLIES				9.42
Fund 212 - TRANSPORTATION Total:					31.14
Vendor 00405 - BLUFFS SANITARY SUPPLY INC. Total:					349.79
Vendor: 04893 - BROWN'S SHOE FIT, CO.					
Fund: 631 - WASTEWATER					
UNIFORMS & CLOTHING	UNIFORMS & CLOTHING				152.00
UNIFORMS & CLOTHING	UNIFORMS & CLOTHING				188.00
Fund 631 - WASTEWATER Total:					340.00
Fund: 641 - WATER					
UNIFORMS & CLOTHING	UNIFORMS & CLOTHING				145.52
UNIFORMS & CLOTHING	UNIFORMS & CLOTHING				171.20
UNIFORMS & CLOTHING	UNIFORMS & CLOTHING				154.08
UNIFORMS & CLOTHING	UNIFORMS & CLOTHING				145.52
Fund 641 - WATER Total:					616.32
Vendor 04893 - BROWN'S SHOE FIT, CO. Total:					956.32
Vendor: 07911 - CELLCO PARTNERSHIP					
Fund: 111 - GENERAL					
fire data modem	CELLULAR PHONE				25.02
CELL PHONES	TELEPHONE				506.56
fire cell phones	CELLULAR PHONE				215.28
Fund 111 - GENERAL Total:					746.86
Vendor 07911 - CELLCO PARTNERSHIP Total:					746.86
Vendor: 02396 - CITIBANK N.A.					
Fund: 111 - GENERAL					
DEPT SUPP	DEPARTMENT SUPPLIES				102.77
Fund 111 - GENERAL Total:					102.77
Fund: 212 - TRANSPORTATION					
BROTHER PRINTER/SCANNER	DEPARTMENT SUPPLIES				59.98
CALENDAR REFILL	DEPARTMENT SUPPLIES				11.99
Fund 212 - TRANSPORTATION Total:					71.97

## Expense Approval Report

Post Dates: 12/20/2016 - 01/03/2017

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
<b>Fund: 621 - ENVIRONMENTAL SERVICES</b>					
dept supplies	DEPARTMENT SUPPLIES				115.45
dept supplies	DEPARTMENT SUPPLIES				46.27
<b>Fund 621 - ENVIRONMENTAL SERVICES Total:</b>					<b>161.72</b>
<b>Fund: 631 - WASTEWATER</b>					
DEPT SUP	DEPARTMENT SUPPLIES				29.99
<b>Fund 631 - WASTEWATER Total:</b>					<b>29.99</b>
<b>Fund: 721 - GIS SERVICES</b>					
GIS DEPT SUP	DEPARTMENT SUPPLIES				71.99
GIS DEPT SUP	DEPARTMENT SUPPLIES				137.10
<b>Fund 721 - GIS SERVICES Total:</b>					<b>209.09</b>
<b>Vendor 02396 - CITIBANK N.A. Total:</b>					<b>575.54</b>
<b>Vendor: 05859 - CITIBANK, N.A.</b>					
<b>Fund: 111 - GENERAL</b>					
EQUIP MAINT	EQUIPMENT MAINTENANCE				44.97
<b>Fund 111 - GENERAL Total:</b>					<b>44.97</b>
<b>Vendor 05859 - CITIBANK, N.A. Total:</b>					<b>44.97</b>
<b>Vendor: 00484 - CITY OF GERING</b>					
<b>Fund: 111 - GENERAL</b>					
CONTRACTUAL	CONTRACTUAL SERVICES				18.53
CONTRACTUAL	CONTRACTUAL SERVICES				25.48
CONTRACTUAL	CONTRACTUAL SERVICES				15.05
CONTRACTUAL	CONTRACTUAL SERVICES				12.00
CONTRACTUAL	CONTRACTUAL SERVICES				23.16
CONTRACTUAL	CONTRACTUAL SERVICES				17.37
CONTRACTUAL	CONTRACTUAL SERVICES				13.32
CONTRACTUAL	CONTRACTUAL SERVICES				40.53
CONTRACTUAL	CONTRACTUAL SERVICES				14.48
CONTRACTUAL	CONTRACTUAL SERVICES				20.84
CONTRACTUAL	CONTRACTUAL SERVICES				32.42
CONTRACTUAL	CONTRACTUAL SERVICES				16.79
CONTRACTAUL	CONTRACTUAL SERVICES				13.90
CONTRACTUAL	CONTRACTUAL SERVICES				37.64
CONTRACTUAL	CONTRACTUAL SERVICES				31.85
CONTRACTUAL	CONTRACTUAL SERVICES				20.84
CONTRACTUAL	CONTRACTUAL SERVICES				70.06
CONTRACTUAL	CONTRACTUAL SERVICES				13.90
<b>Fund 111 - GENERAL Total:</b>					<b>438.16</b>
<b>Vendor 00484 - CITY OF GERING Total:</b>					<b>438.16</b>
<b>Vendor: 00267 - CONTRACTORS MATERIALS INC.</b>					
<b>Fund: 111 - GENERAL</b>					
GROUNDS MAINT	GROUNDS MAINTENANCE				558.60
DEPT SUPP	DEPARTMENT SUPPLIES				65.86
<b>Fund 111 - GENERAL Total:</b>					<b>624.46</b>
<b>Vendor 00267 - CONTRACTORS MATERIALS INC. Total:</b>					<b>624.46</b>
<b>Vendor: 06564 - CREDIT MANAGEMENT SERVICES INC.</b>					
<b>Fund: 713 - CASH &amp; INVESTMENT POOL</b>					
WAGE ATTACHMENT	WAGE ATTACHMENT EE PAY				211.08
<b>Fund 713 - CASH &amp; INVESTMENT POOL Total:</b>					<b>211.08</b>
<b>Vendor 06564 - CREDIT MANAGEMENT SERVICES INC. Total:</b>					<b>211.08</b>
<b>Vendor: 00406 - CRESCENT ELECT. SUPPLY COMP INC</b>					
<b>Fund: 212 - TRANSPORTATION</b>					
TRAFFIC SIGNAL LAMP	DEPARTMENT SUPPLIES				127.86
<b>Fund 212 - TRANSPORTATION Total:</b>					<b>127.86</b>
<b>Vendor 00406 - CRESCENT ELECT. SUPPLY COMP INC Total:</b>					<b>127.86</b>

## Expense Approval Report

Post Dates: 12/20/2016 - 01/03/2017

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
<b>Vendor: 07689 - CYNTHIA GREEN</b>					
<b>Fund: 111 - GENERAL</b>					
DEPT SUPPL	DEPARTMENT SUPPLIES				6.21
DEPT SUPPL	DEPARTMENT SUPPLIES				47.16
<b>Fund 111 - GENERAL Total:</b>					<b>53.37</b>
<b>Vendor 07689 - CYNTHIA GREEN Total:</b>					<b>53.37</b>
<b>Vendor: 03321 - DALE'S TIRE &amp; RETREADING, INC.</b>					
<b>Fund: 111 - GENERAL</b>					
VEHICLE MAINT	VEHICLE MAINTENANCE				39.60
EQUIP MAINT	EQUIPMENT MAINTENANCE				27.18
VEH MAINT	VEHICLE MAINTENANCE				15.00
EQUIP MAINT	EQUIPMENT MAINTENANCE				32.55
<b>Fund 111 - GENERAL Total:</b>					<b>114.33</b>
<b>Fund: 621 - ENVIRONMENTAL SERVICES</b>					
equip mtnc	EQUIPMENT MAINTENANCE				109.00
<b>Fund 621 - ENVIRONMENTAL SERVICES Total:</b>					<b>109.00</b>
<b>Vendor 03321 - DALE'S TIRE &amp; RETREADING, INC. Total:</b>					<b>223.33</b>
<b>Vendor: 00404 - DAS STATE ACCOUNTING-CENTRAL FINANCE</b>					
<b>Fund: 111 - GENERAL</b>					
Monthly Long Distance	TELEPHONE				5.25
Monthly Long Distance	TELEPHONE				4.26
Monthly Long Distance	TELEPHONE				5.81
Monthly Long Distance	TELEPHONE				2.07
Monthly Long Distance	TELEPHONE				0.94
Monthly Long Distance	TELEPHONE				9.00
Monthly Long Distance	TELEPHONE				8.00
Monthly Long Distance	TELEPHONE				50.07
Monthly Long Distance	TELEPHONE				13.39
Monthly Long Distance	TELEPHONE				2.35
Monthly Long Distance	TELEPHONE				2.35
<b>Fund 111 - GENERAL Total:</b>					<b>103.49</b>
<b>Fund: 212 - TRANSPORTATION</b>					
Monthly Long Distance	TELEPHONE				6.71
<b>Fund 212 - TRANSPORTATION Total:</b>					<b>6.71</b>
<b>Fund: 213 - CEMETERY</b>					
Monthly Long Distance	TELEPHONE				4.41
<b>Fund 213 - CEMETERY Total:</b>					<b>4.41</b>
<b>Fund: 621 - ENVIRONMENTAL SERVICES</b>					
Monthly Long Distance	TELEPHONE				6.17
<b>Fund 621 - ENVIRONMENTAL SERVICES Total:</b>					<b>6.17</b>
<b>Fund: 631 - WASTEWATER</b>					
Monthly Long Distance	TELEPHONE				7.31
<b>Fund 631 - WASTEWATER Total:</b>					<b>7.31</b>
<b>Fund: 641 - WATER</b>					
Monthly Long Distance	TELEPHONE				2.87
<b>Fund 641 - WATER Total:</b>					<b>2.87</b>
<b>Fund: 661 - STORMWATER</b>					
Monthly Long Distance	TELEPHONE				7.02
<b>Fund 661 - STORMWATER Total:</b>					<b>7.02</b>
<b>Fund: 721 - GIS SERVICES</b>					
Monthly Long Distance	TELEPHONE				0.65
<b>Fund 721 - GIS SERVICES Total:</b>					<b>0.65</b>
<b>Vendor 00404 - DAS STATE ACCOUNTING-CENTRAL FINANCE Total:</b>					<b>138.63</b>

## Expense Approval Report

Post Dates: 12/20/2016 - 01/03/2017

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
<b>Vendor: 07421 - DUANE E. WOHLERS</b>					
<b>Fund: 621 - ENVIRONMENTAL SERVICES</b>					
disposal fees	DISPOSAL FEES				450.00
				<b>Fund 621 - ENVIRONMENTAL SERVICES Total:</b>	<b>450.00</b>
				<b>Vendor 07421 - DUANE E. WOHLERS Total:</b>	<b>450.00</b>
<b>Vendor: 03950 - ENERGY LABORATORIES, INC</b>					
<b>Fund: 641 - WATER</b>					
SAMPLES	SAMPLES				135.00
				<b>Fund 641 - WATER Total:</b>	<b>135.00</b>
				<b>Vendor 03950 - ENERGY LABORATORIES, INC Total:</b>	<b>135.00</b>
<b>Vendor: 00069 - ENVIRONMENTAL ANALYSIS SOUTH, INC</b>					
<b>Fund: 631 - WASTEWATER</b>					
CONTRACTUAL SVC	CONTRACTUAL SERVICES				95.40
				<b>Fund 631 - WASTEWATER Total:</b>	<b>95.40</b>
				<b>Vendor 00069 - ENVIRONMENTAL ANALYSIS SOUTH, INC Total:</b>	<b>95.40</b>
<b>Vendor: 02460 - FASTENAL COMPANY</b>					
<b>Fund: 212 - TRANSPORTATION</b>					
SUPP - NUTS & BOLTS	DEPARTMENT SUPPLIES				13.85
				<b>Fund 212 - TRANSPORTATION Total:</b>	<b>13.85</b>
<b>Fund: 631 - WASTEWATER</b>					
EQUIP MAINT	EQUIPMENT MAINTENANCE				5.15
				<b>Fund 631 - WASTEWATER Total:</b>	<b>5.15</b>
				<b>Vendor 02460 - FASTENAL COMPANY Total:</b>	<b>19.00</b>
<b>Vendor: 07574 - FAT BOYS TIRE AND AUTO</b>					
<b>Fund: 725 - CENTRAL GARAGE</b>					
equip mtnc	EQUIPMENT MAINTENANCE				664.00
equip mtnc	EQUIPMENT MAINTENANCE				710.20
				<b>Fund 725 - CENTRAL GARAGE Total:</b>	<b>1,374.20</b>
				<b>Vendor 07574 - FAT BOYS TIRE AND AUTO Total:</b>	<b>1,374.20</b>
<b>Vendor: 00548 - FEDERAL EXPRESS CORPORATION</b>					
<b>Fund: 111 - GENERAL</b>					
RETURN CHG - TESTING MATER...	RECRUITMENT				17.73
				<b>Fund 111 - GENERAL Total:</b>	<b>17.73</b>
				<b>Vendor 00548 - FEDERAL EXPRESS CORPORATION Total:</b>	<b>17.73</b>
<b>Vendor: 00794 - FLOYD'S TRUCK CENTER, INC</b>					
<b>Fund: 725 - CENTRAL GARAGE</b>					
equip mtnc	EQUIPMENT MAINTENANCE				293.30
vehicle mtnc	VEHICLE MAINTENANCE				216.72
vehicle mtnc	VEHICLE MAINTENANCE				152.35
				<b>Fund 725 - CENTRAL GARAGE Total:</b>	<b>662.37</b>
				<b>Vendor 00794 - FLOYD'S TRUCK CENTER, INC Total:</b>	<b>662.37</b>
<b>Vendor: 07904 - FREMONT MOTOR SCOTTSBLUFF, LLC</b>					
<b>Fund: 111 - GENERAL</b>					
VEHICLE MAINT	VEHICLE MAINTENANCE				10.27
VEHICLE MAINT	VEHICLE MAINTENANCE				10.27
				<b>Fund 111 - GENERAL Total:</b>	<b>20.54</b>
<b>Fund: 725 - CENTRAL GARAGE</b>					
vehicle mtnc	VEHICLE MAINTENANCE				179.52
vehicle mtnc	VEHICLE MAINTENANCE				-179.52
				<b>Fund 725 - CENTRAL GARAGE Total:</b>	<b>0.00</b>
				<b>Vendor 07904 - FREMONT MOTOR SCOTTSBLUFF, LLC Total:</b>	<b>20.54</b>

## Expense Approval Report

Post Dates: 12/20/2016 - 01/03/2017

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
<b>Vendor: 05600 - GALLS INC</b>					
<b>Fund: 111 - GENERAL</b>					
UNIFORMS	UNIFORMS & CLOTHING				310.44
<b>Fund 111 - GENERAL Total:</b>					<b>310.44</b>
<b>Vendor 05600 - GALLS INC Total:</b>					<b>310.44</b>
<b>Vendor: 00022 - GENERAL ELECTRIC CAPITAL CORPORATION</b>					
<b>Fund: 111 - GENERAL</b>					
DEPT SUPP	DEPARTMENT SUPPLIES				68.02
<b>Fund 111 - GENERAL Total:</b>					<b>68.02</b>
<b>Fund: 621 - ENVIRONMENTAL SERVICES</b>					
dept supplies	DEPARTMENT SUPPLIES				14.78
<b>Fund 621 - ENVIRONMENTAL SERVICES Total:</b>					<b>14.78</b>
<b>Vendor 00022 - GENERAL ELECTRIC CAPITAL CORPORATION Total:</b>					<b>82.80</b>
<b>Vendor: 00701 - HACH COMPANY</b>					
<b>Fund: 631 - WASTEWATER</b>					
EQUIPMENT	EQUIPMENT				12,216.67
<b>Fund 631 - WASTEWATER Total:</b>					<b>12,216.67</b>
<b>Vendor 00701 - HACH COMPANY Total:</b>					<b>12,216.67</b>
<b>Vendor: 00200 - HANDLEY INDUSTRIES, INC</b>					
<b>Fund: 641 - WATER</b>					
DEPT SUP	DEPARTMENT SUPPLIES				2,954.75
<b>Fund 641 - WATER Total:</b>					<b>2,954.75</b>
<b>Vendor 00200 - HANDLEY INDUSTRIES, INC Total:</b>					<b>2,954.75</b>
<b>Vendor: 09589 - HEARTLAND EXPRESSWAY ASSOCIATION</b>					
<b>Fund: 111 - GENERAL</b>					
FY17 MEMBERSHIP	MEMBERSHIPS				5,383.80
<b>Fund 111 - GENERAL Total:</b>					<b>5,383.80</b>
<b>Vendor 09589 - HEARTLAND EXPRESSWAY ASSOCIATION Total:</b>					<b>5,383.80</b>
<b>Vendor: 09300 - HEILBRUN INV</b>					
<b>Fund: 621 - ENVIRONMENTAL SERVICES</b>					
dept supplies	DEPARTMENT SUPPLIES				7.22
equip mtnc	EQUIPMENT MAINTENANCE				188.90
dept supplies	DEPARTMENT SUPPLIES				29.45
dept supplies	DEPARTMENT SUPPLIES				16.70
<b>Fund 621 - ENVIRONMENTAL SERVICES Total:</b>					<b>242.27</b>
<b>Fund: 725 - CENTRAL GARAGE</b>					
equip mtnc	EQUIPMENT MAINTENANCE				98.60
equip mtnc	EQUIPMENT MAINTENANCE				96.28
equip mtnc	EQUIPMENT MAINTENANCE				34.81
equip mtnc	EQUIPMENT MAINTENANCE				4.25
equip mtnc	EQUIPMENT MAINTENANCE				11.99
equip mtnc	EQUIPMENT MAINTENANCE				16.04
equip mtnc	EQUIPMENT MAINTENANCE				103.57
equip mtnc	EQUIPMENT MAINTENANCE				12.83
equip mtnc	EQUIPMENT MAINTENANCE				96.56
equip mtnc	EQUIPMENT MAINTENANCE				24.56
equip mtnc	EQUIPMENT MAINTENANCE				11.99
oil & antifreeze	OIL & ANTIFREEZE				40.00
equip mtnc	EQUIPMENT MAINTENANCE				16.85
dept supplies	DEPARTMENT SUPPLIES				4.34
vehicle mtnc	VEHICLE MAINTENANCE				61.92
vehicle mtnc	VEHICLE MAINTENANCE				114.23
vehicle mtnc	VEHICLE MAINTENANCE				109.06
vehicle mtnc	VEHICLE MAINTENANCE				103.57
vehicle mtnc	VEHICLE MAINTENANCE				144.42

## Expense Approval Report

Post Dates: 12/20/2016 - 01/03/2017

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
equip mtnc	EQUIPMENT MAINTENANCE				-4.25
Fund 725 - CENTRAL GARAGE Total:					1,101.62
Vendor 09300 - HEILBRUN INV Total:					1,343.89
<b>Vendor: 00861 - HEILBRUN'S INC.</b>					
<b>Fund: 111 - GENERAL</b>					
EQUIP MAINT	EQUIPMENT MAINTENANCE				40.48
DEPT SUPP	DEPARTMENT SUPPLIES				88.52
VEH MAINT	VEHICLE MAINTENANCE				6.02
VEH MAINT	VEHICLE MAINTENANCE				104.00
VEH MAINT	VEHICLE MAINTENANCE				7.35
VEH MAINT	VEHICLE MAINTENANCE				23.15
VEHMAINT	VEHICLE MAINTENANCE				17.06
VEH MAINT	VEHICLE MAINTENANCE				6.15
VEH MAINT	VEHICLE MAINTENANCE				7.34
VEH MAINT	VEHICLE MAINTENANCE				113.21
VEH MAINT	VEHICLE MAINTENANCE				16.88
DEPT SUPP	DEPARTMENT SUPPLIES				18.67
VEH MAINT	VEHICLE MAINTENANCE				4.38
VEH MAINT	VEHICLE MAINTENANCE				19.23
VEHICLE MAINT	VEHICLE MAINTENANCE				115.13
EQUIP MAINT	EQUIPMENT MAINTENANCE				4.66
DEPT SJPP	DEPARTMENT SUPPLIES				32.87
VEHICLE MAINT	VEHICLE MAINTENANCE				4.99
VEHICLE MAINT	VEHICLE MAINTENANCE				25.05
EQUIP MAINT	EQUIPMENT MAINTENANCE				54.36
Fund 111 - GENERAL Total:					709.50
Vendor 00861 - HEILBRUN'S INC. Total:					709.50
<b>Vendor: 08927 - HENWIL CORPORATION</b>					
<b>Fund: 631 - WASTEWATER</b>					
CHEMICALS	CHEMICALS				5,289.75
Fund 631 - WASTEWATER Total:					5,289.75
Vendor 08927 - HENWIL CORPORATION Total:					5,289.75
<b>Vendor: 05667 - HOA SOLUTIONS, INC</b>					
<b>Fund: 641 - WATER</b>					
EQUIP MAINT	EQUIPMENT MAINTENANCE				1,263.36
Fund 641 - WATER Total:					1,263.36
Vendor 05667 - HOA SOLUTIONS, INC Total:					1,263.36
<b>Vendor: 06423 - HYDROTEX PARTNERS, LTD</b>					
<b>Fund: 212 - TRANSPORTATION</b>					
POWER KLEEN, GREASE, INJECT... VEHICLE MAINTENANCE					704.58
Fund 212 - TRANSPORTATION Total:					704.58
Vendor 06423 - HYDROTEX PARTNERS, LTD Total:					704.58
<b>Vendor: 05499 - ICC CERTIFICATION SERVICES</b>					
<b>Fund: 111 - GENERAL</b>					
DEPT MMBRSH	MEMBERSHIPS				135.00
Fund 111 - GENERAL Total:					135.00
Vendor 05499 - ICC CERTIFICATION SERVICES Total:					135.00
<b>Vendor: 00525 - IDEAL LAUNDRY AND CLEANERS, INC.</b>					
<b>Fund: 111 - GENERAL</b>					
JANITORIAL SUPP	JANITORIAL SUPPLIES				20.00
JANITORIAL SUPP	JANITORIAL SUPPLIES				75.90
GROUNDS MAINT	GROUNDS MAINTENANCE				204.20
Jan. sup. - library	JANITORIAL SUPPLIES				81.97
DEPT SUPP	DEPARTMENT SUPPLIES				54.75
JANITORIAL SUPP	JANITORIAL SUPPLIES				64.09
Fund 111 - GENERAL Total:					500.91



## Expense Approval Report

Post Dates: 12/20/2016 - 01/03/2017

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
<b>Fund: 212 - TRANSPORTATION</b>					
SUPP - MATS, TOWELS	DEPARTMENT SUPPLIES				23.92
SUPP - TOWELS, MATS	DEPARTMENT SUPPLIES				23.92
Fund 212 - TRANSPORTATION Total:					47.84
<b>Fund: 213 - CEMETERY</b>					
CONTRACTUAL	CONTRACTUAL SERVICES				10.58
Fund 213 - CEMETERY Total:					10.58
<b>Fund: 641 - WATER</b>					
CONTRACTUAL SVC	CONTRACTUAL SERVICES				30.61
Fund 641 - WATER Total:					30.61
<b>Fund: 725 - CENTRAL GARAGE</b>					
dept supplies	DEPARTMENT SUPPLIES				33.80
dept supplies	DEPARTMENT SUPPLIES				33.80
Fund 725 - CENTRAL GARAGE Total:					67.60
Vendor 00525 - IDEAL LAUNDRY AND CLEANERS, INC. Total:					657.54
<b>Vendor: 00937 - INDEPENDENT PLUMBING AND HEATING, INC</b>					
<b>Fund: 111 - GENERAL</b>					
BLDG MAINT	BUILDING MAINTENANCE				87.74
Fund 111 - GENERAL Total:					87.74
Vendor 00937 - INDEPENDENT PLUMBING AND HEATING, INC Total:					87.74
<b>Vendor: 08154 - INTERNAL REVENUE SERVICE</b>					
<b>Fund: 713 - CASH &amp; INVESTMENT POOL</b>					
WITHHOLDINGS	MEDICARE W/H EE PAYABLE				3,858.31
WITHHOLDINGS	MEDICARE W/H EE PAYABLE				3,858.31
WITHHOLDINGS	FICA W/H EE PAYABLE				14,309.50
WITHHOLDINGS	FICA W/H EE PAYABLE				14,309.50
WITHHOLDINGS	FED W/H EE PAYABLE				29,151.82
Fund 713 - CASH & INVESTMENT POOL Total:					65,487.44
Vendor 08154 - INTERNAL REVENUE SERVICE Total:					65,487.44
<b>Vendor: 08525 - INTRALINKS, INC</b>					
<b>Fund: 111 - GENERAL</b>					
17 - DELL OPTIPLEX 7040 MT	DEPARTMENT SUPPLIES				13,753.85
Fund 111 - GENERAL Total:					13,753.85
Vendor 08525 - INTRALINKS, INC Total:					13,753.85
<b>Vendor: 09722 - IOWA PUMP WORKS INC</b>					
<b>Fund: 111 - GENERAL</b>					
DEPT SUPP	DEPARTMENT SUPPLIES				4,183.10
Fund 111 - GENERAL Total:					4,183.10
Vendor 09722 - IOWA PUMP WORKS INC Total:					4,183.10
<b>Vendor: 08067 - JOHN DEERE FINANCIAL</b>					
<b>Fund: 111 - GENERAL</b>					
DEPT SUPP	DEPARTMENT SUPPLIES				137.92
Fund 111 - GENERAL Total:					137.92
Vendor 08067 - JOHN DEERE FINANCIAL Total:					137.92
<b>Vendor: 09474 - JOHN DEERE FINANCIAL</b>					
<b>Fund: 111 - GENERAL</b>					
EQUIP MAINT	EQUIPMENT MAINTENANCE				53.34
EQUIP MAINT	EQUIPMENT MAINTENANCE				1,257.29
Fund 111 - GENERAL Total:					1,310.63
Vendor 09474 - JOHN DEERE FINANCIAL Total:					1,310.63

## Expense Approval Report

Post Dates: 12/20/2016 - 01/03/2017

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
<b>Vendor: 00289 - JOHNSEN CORROSION ENGINEERING, INC</b>					
<b>Fund: 641 - WATER</b>					
CONTRACTUAL SVC	CONTRACTUAL SERVICES				9,370.00
<b>Fund 641 - WATER Total:</b>					<b>9,370.00</b>
<b>Vendor 00289 - JOHNSEN CORROSION ENGINEERING, INC Total:</b>					<b>9,370.00</b>
<b>Vendor: 09611 - KEARNEY HOSPITALITY INC</b>					
<b>Fund: 111 - GENERAL</b>					
SCHOOLS & CONF	SCHOOL & CONFERENCE				99.95
<b>Fund 111 - GENERAL Total:</b>					<b>99.95</b>
<b>Vendor 09611 - KEARNEY HOSPITALITY INC Total:</b>					<b>99.95</b>
<b>Vendor: 09620 - KRISA SHELLY</b>					
<b>Fund: 111 - GENERAL</b>					
TUITION REIMBURSEMENT	TUITION SUPPORT				600.00
<b>Fund 111 - GENERAL Total:</b>					<b>600.00</b>
<b>Vendor 09620 - KRISA SHELLY Total:</b>					<b>600.00</b>
<b>Vendor: 00242 - M.C. SCHAFF &amp; ASSOCIATES, INC</b>					
<b>Fund: 111 - GENERAL</b>					
DEPT CNTRCL SRVCS	CONTRACTUAL SERVICES				1,820.00
<b>Fund 111 - GENERAL Total:</b>					<b>1,820.00</b>
<b>Fund: 721 - GIS SERVICES</b>					
DEPT CNTRCL SRVCS	CONTRACTUAL SERVICES				225.00
<b>Fund 721 - GIS SERVICES Total:</b>					<b>225.00</b>
<b>Vendor 00242 - M.C. SCHAFF &amp; ASSOCIATES, INC Total:</b>					<b>2,045.00</b>
<b>Vendor: 07838 - MAILFINANCE INC</b>					
<b>Fund: 111 - GENERAL</b>					
MONTHLY LEASE	RENT-MACHINES				148.76
<b>Fund 111 - GENERAL Total:</b>					<b>148.76</b>
<b>Vendor 07838 - MAILFINANCE INC Total:</b>					<b>148.76</b>
<b>Vendor: 08317 - MATHESON TRI-GAS INC</b>					
<b>Fund: 111 - GENERAL</b>					
DEPT SUPP	DEPARTMENT SUPPLIES				107.05
DEPT SUPP	DEPARTMENT SUPPLIES				38.45
DEPT SUPP	DEPARTMENT SUPPLIES				38.45
<b>Fund 111 - GENERAL Total:</b>					<b>183.95</b>
<b>Vendor 08317 - MATHESON TRI-GAS INC Total:</b>					<b>183.95</b>
<b>Vendor: 07628 - MENARDS, INC</b>					
<b>Fund: 111 - GENERAL</b>					
DEPT SUPP	DEPARTMENT SUPPLIES				101.02
GROUNDS MAINT	GROUNDS MAINTENANCE				40.62
DEPT SUPP	DEPARTMENT SUPPLIES				-77.36
DEPT SUPP	DEPARTMENT SUPPLIES				117.55
DEPT SUPP	DEPARTMENT SUPPLIES				35.98
EQUIP MAINT	EQUIPMENT MAINTENANCE				22.02
DEPT SUPP	DEPARTMENT SUPPLIES				93.75
department supplies	DEPARTMENT SUPPLIES				5.97
department supplies	DEPARTMENT SUPPLIES				21.03
DEPT SUPP	DEPARTMENT SUPPLIES				136.14
VEH MAINT	VEHICLE MAINTENANCE				17.65
DEPT SUPP	DEPARTMENT SUPPLIES				58.80
VEH MAINT	VEHICLE MAINTENANCE				9.84
VEH MAINT	VEHICLE MAINTENANCE				26.99
DEPT SUPP	DEPARTMENT SUPPLIES				57.95
VEH MAINT	VEHICLE MAINTENANCE				13.50
GROUNDS MAINT	GROUNDS MAINTENANCE				71.30
GROUNDS MAINT	GROUNDS MAINTENANCE				118.14

## Expense Approval Report

Post Dates: 12/20/2016 - 01/03/2017

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
DEPT SUPP	DEPARTMENT SUPPLIES				11.53
				<b>Fund 111 - GENERAL Total:</b>	<b>882.42</b>
<b>Fund: 212 - TRANSPORTATION</b>					
SUPP - SWITCH	DEPARTMENT SUPPLIES				59.00
SUPP - PULLCHAIN	DEPARTMENT SUPPLIES				14.96
SUPP - BOLTS, SEALER	DEPARTMENT SUPPLIES				8.67
SUPP - 4 X 8 BCX UL	DEPARTMENT SUPPLIES				59.11
				<b>Fund 212 - TRANSPORTATION Total:</b>	<b>141.74</b>
<b>Fund: 621 - ENVIRONMENTAL SERVICES</b>					
dept supplies	DEPARTMENT SUPPLIES				176.93
dept supplies	DEPARTMENT SUPPLIES				21.98
				<b>Fund 621 - ENVIRONMENTAL SERVICES Total:</b>	<b>198.91</b>
<b>Fund: 631 - WASTEWATER</b>					
DEPT SUP	DEPARTMENT SUPPLIES				27.98
				<b>Fund 631 - WASTEWATER Total:</b>	<b>27.98</b>
<b>Fund: 641 - WATER</b>					
DEPT SUP	DEPARTMENT SUPPLIES				622.26
DEPT SUP	DEPARTMENT SUPPLIES				53.48
				<b>Fund 641 - WATER Total:</b>	<b>675.74</b>
				<b>Vendor 07628 - MENARDS, INC Total:</b>	<b>1,926.79</b>
<b>Vendor: 07253 - MICHAEL B KEMBEL</b>					
<b>Fund: 621 - ENVIRONMENTAL SERVICES</b>					
building mtnc	BUILDING MAINTENANCE				333.50
				<b>Fund 621 - ENVIRONMENTAL SERVICES Total:</b>	<b>333.50</b>
				<b>Vendor 07253 - MICHAEL B KEMBEL Total:</b>	<b>333.50</b>
<b>Vendor: 00705 - MIDLANDS NEWSPAPERS, INC</b>					
<b>Fund: 111 - GENERAL</b>					
PUBLICATIONS	PUBLICATIONS				72.80
PUBLICATIONS	PUBLICATIONS				72.80
Legal Publishing	LEGAL PUBLICATIONS				44.66
Legal Publishing	LEGAL PUBLICATIONS				564.98
Legal Publishing	LEGAL PUBLICATIONS				40.08
Legal Publishing	RECRUITMENT				3,014.67
				<b>Fund 111 - GENERAL Total:</b>	<b>3,809.99</b>
<b>Fund: 224 - ECONOMIC DEVELOPMENT</b>					
Legal Publishing	PUBLICATIONS				16.42
				<b>Fund 224 - ECONOMIC DEVELOPMENT Total:</b>	<b>16.42</b>
				<b>Vendor 00705 - MIDLANDS NEWSPAPERS, INC Total:</b>	<b>3,826.41</b>
<b>Vendor: 06145 - MIDWEST MOTOR SUPPLY CO INC</b>					
<b>Fund: 725 - CENTRAL GARAGE</b>					
dept supplies	DEPARTMENT SUPPLIES				199.47
				<b>Fund 725 - CENTRAL GARAGE Total:</b>	<b>199.47</b>
				<b>Vendor 06145 - MIDWEST MOTOR SUPPLY CO INC Total:</b>	<b>199.47</b>
<b>Vendor: 08967 - MONUMENT PREVENTION COALITION</b>					
<b>Fund: 111 - GENERAL</b>					
CONTRACTUAL	CONTRACTUAL SERVICES				939.94
				<b>Fund 111 - GENERAL Total:</b>	<b>939.94</b>
				<b>Vendor 08967 - MONUMENT PREVENTION COALITION Total:</b>	<b>939.94</b>
<b>Vendor: 00490 - MUNICIPAL SUPPLY INC. OF NEBRASKA</b>					
<b>Fund: 641 - WATER</b>					
DEPT SUP	DEPARTMENT SUPPLIES				4,242.21
				<b>Fund 641 - WATER Total:</b>	<b>4,242.21</b>
				<b>Vendor 00490 - MUNICIPAL SUPPLY INC. OF NEBRASKA Total:</b>	<b>4,242.21</b>

## Expense Approval Report

Post Dates: 12/20/2016 - 01/03/2017

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
<b>Vendor: 08083 - NE COLORADO CELLULAR, INC</b>					
<b>Fund: 631 - WASTEWATER</b>					
CONTRACTUAL SVC	CONTRACTUAL SERVICES				16.19
				<b>Fund 631 - WASTEWATER Total:</b>	<b>16.19</b>
<b>Fund: 641 - WATER</b>					
CONTRACTUAL SVC	CONTRACTUAL SERVICES				58.55
				<b>Fund 641 - WATER Total:</b>	<b>58.55</b>
<b>Vendor 08083 - NE COLORADO CELLULAR, INC Total:</b>					<b>74.74</b>
<b>Vendor: 00797 - NE DEPT OF REVENUE</b>					
<b>Fund: 111 - GENERAL</b>					
TAXES	SALES TAX PAYABLE				319.84
				<b>Fund 111 - GENERAL Total:</b>	<b>319.84</b>
<b>Fund: 641 - WATER</b>					
TAXES	SALES TAX PAYABLE				15,505.31
TAXES	SALES TAX PAYABLE				10,587.97
				<b>Fund 641 - WATER Total:</b>	<b>26,093.28</b>
<b>Fund: 661 - STORMWATER</b>					
TAXES	SALES TAX PAYABLE				293.87
				<b>Fund 661 - STORMWATER Total:</b>	<b>293.87</b>
<b>Vendor 00797 - NE DEPT OF REVENUE Total:</b>					<b>26,706.99</b>
<b>Vendor: 00402 - NEBRASKA MACHINERY CO</b>					
<b>Fund: 621 - ENVIRONMENTAL SERVICES</b>					
equip mtnc	EQUIPMENT MAINTENANCE				28.00
equip mtnc	EQUIPMENT MAINTENANCE				12.64
equip mtnc	EQUIPMENT MAINTENANCE				239.04
				<b>Fund 621 - ENVIRONMENTAL SERVICES Total:</b>	<b>279.68</b>
<b>Vendor 00402 - NEBRASKA MACHINERY CO Total:</b>					<b>279.68</b>
<b>Vendor: 00578 - NEBRASKA PUBLIC POWER DISTRICT</b>					
<b>Fund: 631 - WASTEWATER</b>					
ELECTRICITY	ELECTRIC POWER				13,907.75
ELECTRICITY	ELECTRIC POWER				165.78
				<b>Fund 631 - WASTEWATER Total:</b>	<b>14,073.53</b>
<b>Fund: 641 - WATER</b>					
ELECTRICITY	ELECTRIC POWER				2,567.54
ELECTRICITY	ELECTRIC POWER				3,472.82
				<b>Fund 641 - WATER Total:</b>	<b>6,040.36</b>
<b>Vendor 00578 - NEBRASKA PUBLIC POWER DISTRICT Total:</b>					<b>20,113.89</b>
<b>Vendor: 00722 - NEBRASKA SALT AND GRAIN CO</b>					
<b>Fund: 212 - TRANSPORTATION</b>					
2 LOADS ICE SLICER	STREET REPAIR SUPPLIES				8,897.35
				<b>Fund 212 - TRANSPORTATION Total:</b>	<b>8,897.35</b>
<b>Vendor 00722 - NEBRASKA SALT AND GRAIN CO Total:</b>					<b>8,897.35</b>
<b>Vendor: 09413 - NEOPOST</b>					
<b>Fund: 111 - GENERAL</b>					
POSTAGE	POSTAGE				300.00
				<b>Fund 111 - GENERAL Total:</b>	<b>300.00</b>
<b>Vendor 09413 - NEOPOST Total:</b>					<b>300.00</b>
<b>Vendor: 09487 - NEWMAN, TIMOTHY</b>					
<b>Fund: 111 - GENERAL</b>					
SCHOOLS & CONF	GASOLINE				34.01
SCHOOLS & CONF	SCHOOL & CONFERENCE				48.00
				<b>Fund 111 - GENERAL Total:</b>	<b>82.01</b>
<b>Vendor 09487 - NEWMAN, TIMOTHY Total:</b>					<b>82.01</b>

## Expense Approval Report

Post Dates: 12/20/2016 - 01/03/2017

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
<b>Vendor: 00139 - NORTHWEST PIPE FITTINGS, INC. OF SCOTTSBLUFF</b>					
<b>Fund: 111 - GENERAL</b>					
VEH MAINT	VEHICLE MAINTENANCE				-168.42
EQUIP MAINT	EQUIPMENT MAINTENANCE				25.80
				<b>Fund 111 - GENERAL Total:</b>	<b>-142.62</b>
				<b>Vendor 00139 - NORTHWEST PIPE FITTINGS, INC. OF SCOTTSBLUFF Total:</b>	<b>-142.62</b>
<b>Vendor: 00487 - PANHANDLE ENVIRONMENTAL SERVICES INC</b>					
<b>Fund: 641 - WATER</b>					
SAMPLES	SAMPLES				72.00
SAMPLES	SAMPLES				72.00
SAMPLES	SAMPLES				90.00
				<b>Fund 641 - WATER Total:</b>	<b>234.00</b>
				<b>Vendor 00487 - PANHANDLE ENVIRONMENTAL SERVICES INC Total:</b>	<b>234.00</b>
<b>Vendor: 00017 - PANHANDLE HUMANE SOCIETY</b>					
<b>Fund: 111 - GENERAL</b>					
CONTRACTUAL	CONTRACTUAL SERVICES				5,023.88
				<b>Fund 111 - GENERAL Total:</b>	<b>5,023.88</b>
				<b>Vendor 00017 - PANHANDLE HUMANE SOCIETY Total:</b>	<b>5,023.88</b>
<b>Vendor: 00620 - PATTLEN ENTERPRISE, INC</b>					
<b>Fund: 111 - GENERAL</b>					
EQUIP MAINT	EQUIPMENT MAINTENANCE				601.40
EQUIP MAINT	EQUIPMENT MAINTENANCE				135.23
				<b>Fund 111 - GENERAL Total:</b>	<b>736.63</b>
				<b>Vendor 00620 - PATTLEN ENTERPRISE, INC Total:</b>	<b>736.63</b>
<b>Vendor: 01276 - PLATTE VALLEY BANK</b>					
<b>Fund: 713 - CASH &amp; INVESTMENT POOL</b>					
HSA	HSA EE PAYABLE				12,502.43
				<b>Fund 713 - CASH &amp; INVESTMENT POOL Total:</b>	<b>12,502.43</b>
				<b>Vendor 01276 - PLATTE VALLEY BANK Total:</b>	<b>12,502.43</b>
<b>Vendor: 00272 - POSTMASTER</b>					
<b>Fund: 621 - ENVIRONMENTAL SERVICES</b>					
Postage	POSTAGE				134.39
				<b>Fund 621 - ENVIRONMENTAL SERVICES Total:</b>	<b>134.39</b>
<b>Fund: 631 - WASTEWATER</b>					
Postage	POSTAGE				134.40
				<b>Fund 631 - WASTEWATER Total:</b>	<b>134.40</b>
<b>Fund: 641 - WATER</b>					
Postage	POSTAGE				134.39
				<b>Fund 641 - WATER Total:</b>	<b>134.39</b>
				<b>Vendor 00272 - POSTMASTER Total:</b>	<b>403.18</b>
<b>Vendor: 00796 - POWERPLAN</b>					
<b>Fund: 212 - TRANSPORTATION</b>					
BULB FOR LOADER	EQUIPMENT MAINTENANCE				20.45
				<b>Fund 212 - TRANSPORTATION Total:</b>	<b>20.45</b>
				<b>Vendor 00796 - POWERPLAN Total:</b>	<b>20.45</b>
<b>Vendor: 00075 - PROTEX CENTRAL, INC.</b>					
<b>Fund: 111 - GENERAL</b>					
CONTRACTUAL	CONTRACTUAL SERVICES				198.00
				<b>Fund 111 - GENERAL Total:</b>	<b>198.00</b>
				<b>Vendor 00075 - PROTEX CENTRAL, INC. Total:</b>	<b>198.00</b>

## Expense Approval Report

Post Dates: 12/20/2016 - 01/03/2017

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
<b>Vendor: 07558 - PRUDENT PUBLISHING CO INC</b>					
<b>Fund: 111 - GENERAL</b>					
DEPT SUPPL	DEPARTMENT SUPPLIES				293.05
<b>Fund 111 - GENERAL Total:</b>					<b>293.05</b>
<b>Vendor 07558 - PRUDENT PUBLISHING CO INC Total:</b>					<b>293.05</b>
<b>Vendor: 00266 - QUILL CORPORATION</b>					
<b>Fund: 111 - GENERAL</b>					
DEPT & INVEST SUPPL	DEPARTMENT SUPPLIES				164.44
DEPT & INVEST SUPPL	INVESTIGATION SUPPLIES				111.72
DEPT & INVEST SUPPL	DEPARTMENT SUPPLIES				89.70
DEPT & INVEST SUPPL	INVESTIGATION SUPPLIES				49.39
DEPT SUPPL	DEPARTMENT SUPPLIES				17.55
DEPT SUPPL	DEPARTMENT SUPPLIES				15.98
DEPT SUPPL	DEPARTMENT SUPPLIES				71.99
<b>Fund 111 - GENERAL Total:</b>					<b>520.77</b>
<b>Vendor 00266 - QUILL CORPORATION Total:</b>					<b>520.77</b>
<b>Vendor: 04089 - REGIONAL CARE INC</b>					
<b>Fund: 812 - HEALTH INSURANCE</b>					
flex funding	FLEXIBLE BENFT EXPENSES				80.00
HEALTH PREMIUM - JANUARY 2...	PREMIUM EXPENSE				38,247.06
CLAIMS	CLAIMS EXPENSE				27,734.06
FLEX FUNDING	FLEXIBLE BENFT EXPENSES				760.00
CLAIMS	CLAIMS EXPENSE				14,931.72
<b>Fund 812 - HEALTH INSURANCE Total:</b>					<b>81,752.84</b>
<b>Vendor 04089 - REGIONAL CARE INC Total:</b>					<b>81,752.84</b>
<b>Vendor: 08204 - RIVERSIDE ZOOLOGICAL FOUNDATION</b>					
<b>Fund: 111 - GENERAL</b>					
CONTRACTUAL	CONTRACTUAL SERVICES				87,500.00
<b>Fund 111 - GENERAL Total:</b>					<b>87,500.00</b>
<b>Vendor 08204 - RIVERSIDE ZOOLOGICAL FOUNDATION Total:</b>					<b>87,500.00</b>
<b>Vendor: 00366 - ROOSEVELT PUBLIC POWER DISTRICT</b>					
<b>Fund: 641 - WATER</b>					
ELECTRICAL POWER	ELECTRIC POWER				2,064.82
<b>Fund 641 - WATER Total:</b>					<b>2,064.82</b>
<b>Vendor 00366 - ROOSEVELT PUBLIC POWER DISTRICT Total:</b>					<b>2,064.82</b>
<b>Vendor: 00564 - RUSCH'S GENERAL CONTRACTING, LLC</b>					
<b>Fund: 111 - GENERAL</b>					
BLDG MAINT	BUILDING MAINTENANCE				781.75
<b>Fund 111 - GENERAL Total:</b>					<b>781.75</b>
<b>Vendor 00564 - RUSCH'S GENERAL CONTRACTING, LLC Total:</b>					<b>781.75</b>
<b>Vendor: 00026 - S M E C</b>					
<b>Fund: 713 - CASH &amp; INVESTMENT POOL</b>					
EMPLOYEE DEDUCTION	SMEC EE PAYABLE				179.50
<b>Fund 713 - CASH &amp; INVESTMENT POOL Total:</b>					<b>179.50</b>
<b>Vendor 00026 - S M E C Total:</b>					<b>179.50</b>
<b>Vendor: 01555 - SAFELITE FULFILLMENT, INC</b>					
<b>Fund: 111 - GENERAL</b>					
VEHICLE MAINT	VEHICLE MAINTENANCE				74.94
<b>Fund 111 - GENERAL Total:</b>					<b>74.94</b>
<b>Vendor 01555 - SAFELITE FULFILLMENT, INC Total:</b>					<b>74.94</b>
<b>Vendor: 00257 - SANDBERG IMPLEMENT, INC</b>					
<b>Fund: 111 - GENERAL</b>					
EQUIP MAINT	EQUIPMENT MAINTENANCE				9.89
EQUIP MAINT	EQUIPMENT MAINTENANCE				145.97
EQUIP MAINT	EQUIPMENT MAINTENANCE				572.46

## Expense Approval Report

Post Dates: 12/20/2016 - 01/03/2017

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
EQUIP MAINT	EQUIPMENT MAINTENANCE				101.96
EQUIP MAINT	EQUIPMENT MAINTENANCE				62.99
Fund 111 - GENERAL Total:					893.27
Fund: 212 - TRANSPORTATION					
FILTERS FOR CHAINSAWS	EQUIPMENT MAINTENANCE				92.81
PARTS - CAPS FOR CHAIN SAW	EQUIPMENT MAINTENANCE				7.88
Fund 212 - TRANSPORTATION Total:					100.69
Vendor 00257 - SANDBERG IMPLEMENT, INC Total:					993.96
Vendor: 09723 - SARCHET VENTURES LLC					
Fund: 111 - GENERAL					
PERMIT REIMB	PERMITS				205.00
PERMIT REIMB	FIRE INSPECTIONS				18.00
Fund 111 - GENERAL Total:					223.00
Vendor 09723 - SARCHET VENTURES LLC Total:					223.00
Vendor: 09408 - SATO, LEANN					
Fund: 661 - STORMWATER					
UNIFORM & CLOTHING	UNIFORMS & CLOTHING				112.50
Fund 661 - STORMWATER Total:					112.50
Vendor 09408 - SATO, LEANN Total:					112.50
Vendor: 01177 - SCB CO CLERK					
Fund: 111 - GENERAL					
CONTRACTUAL	CONTRACTUAL SERVICES				10,564.44
Fund 111 - GENERAL Total:					10,564.44
Vendor 01177 - SCB CO CLERK Total:					10,564.44
Vendor: 00503 - SCB TENT & AWNING					
Fund: 111 - GENERAL					
VEHICLE MAINT	VEHICLE MAINTENANCE				95.00
Fund 111 - GENERAL Total:					95.00
Vendor 00503 - SCB TENT & AWNING Total:					95.00
Vendor: 00759 - SCOTTSBLUFF/GERING CHAMBER OF COMMERCE					
Fund: 111 - GENERAL					
PRE-LEGISLATIVE BREAKFAST - N..SCHOOL & CONFERENCE					15.00
Fund 111 - GENERAL Total:					15.00
Vendor 00759 - SCOTTSBLUFF/GERING CHAMBER OF COMMERCE Total:					15.00
Vendor: 01031 - SIMON CONTRACTORS					
Fund: 212 - TRANSPORTATION					
CEMENT BLOCKS TO BLOCK STR... STREET MAINTENANCE					250.00
Fund 212 - TRANSPORTATION Total:					250.00
Vendor 01031 - SIMON CONTRACTORS Total:					250.00
Vendor: 02918 - SIRSI CORPORATION					
Fund: 111 - GENERAL					
Cont. srvc.	CONTRACTUAL SERVICES				10,454.73
Fund 111 - GENERAL Total:					10,454.73
Vendor 02918 - SIRSI CORPORATION Total:					10,454.73
Vendor: 00513 - SNELL SERVICES INC.					
Fund: 111 - GENERAL					
BLDG MAINT	BUILDING MAINTENANCE				227.10
Fund 111 - GENERAL Total:					227.10
Vendor 00513 - SNELL SERVICES INC. Total:					227.10

## Expense Approval Report

Post Dates: 12/20/2016 - 01/03/2017

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
<b>Vendor: 00054 - STATE HEALTH LAB</b>					
<b>Fund: 641 - WATER</b>					
SAMPLES	SAMPLES				73.00
				<b>Fund 641 - WATER Total:</b>	<b>73.00</b>
				<b>Vendor 00054 - STATE HEALTH LAB Total:</b>	<b>73.00</b>
<b>Vendor: 01235 - STATE OF NE.</b>					
<b>Fund: 111 - GENERAL</b>					
CONTRACTUAL	CONTRACTUAL SERVICES				22.35
				<b>Fund 111 - GENERAL Total:</b>	<b>22.35</b>
				<b>Vendor 01235 - STATE OF NE. Total:</b>	<b>22.35</b>
<b>Vendor: 00608 - STATE PATROL</b>					
<b>Fund: 111 - GENERAL</b>					
four background checks	CONTRACTUAL SERVICES				60.00
				<b>Fund 111 - GENERAL Total:</b>	<b>60.00</b>
				<b>Vendor 00608 - STATE PATROL Total:</b>	<b>60.00</b>
<b>Vendor: 05431 - THE WESTERN SUGAR COOPERATIVE</b>					
<b>Fund: 111 - GENERAL</b>					
VEHICLE MAINT	VEHICLE MAINTENANCE				162.00
				<b>Fund 111 - GENERAL Total:</b>	<b>162.00</b>
				<b>Vendor 05431 - THE WESTERN SUGAR COOPERATIVE Total:</b>	<b>162.00</b>
<b>Vendor: 08002 - TOYOTA MOTOR CREDIT CORPORATION</b>					
<b>Fund: 218 - PUBLIC SAFETY</b>					
HIDTA CAR LEASE	DEPARTMENT SUPPLIES				365.69
				<b>Fund 218 - PUBLIC SAFETY Total:</b>	<b>365.69</b>
				<b>Vendor 08002 - TOYOTA MOTOR CREDIT CORPORATION Total:</b>	<b>365.69</b>
<b>Vendor: 07537 - TRANS IOWA EQUIPMENT LLC</b>					
<b>Fund: 212 - TRANSPORTATION</b>					
STRIP BADGER FOR SWEEPER	EQUIPMENT MAINTENANCE				358.01
				<b>Fund 212 - TRANSPORTATION Total:</b>	<b>358.01</b>
				<b>Vendor 07537 - TRANS IOWA EQUIPMENT LLC Total:</b>	<b>358.01</b>
<b>Vendor: 00568 - TWIN CITY AUTO, INC</b>					
<b>Fund: 212 - TRANSPORTATION</b>					
SNOW PLOW BLADES & ACCES...	EQUIPMENT				6,412.00
				<b>Fund 212 - TRANSPORTATION Total:</b>	<b>6,412.00</b>
				<b>Vendor 00568 - TWIN CITY AUTO, INC Total:</b>	<b>6,412.00</b>
<b>Vendor: 00195 - UNITED STATES WELDING, INC</b>					
<b>Fund: 621 - ENVIRONMENTAL SERVICES</b>					
dept supplies	DEPARTMENT SUPPLIES				28.05
				<b>Fund 621 - ENVIRONMENTAL SERVICES Total:</b>	<b>28.05</b>
				<b>Vendor 00195 - UNITED STATES WELDING, INC Total:</b>	<b>28.05</b>
<b>Vendor: 08887 - UPSTART ENTERPRISES, LLC</b>					
<b>Fund: 111 - GENERAL</b>					
DEPT SUPP	DEPARTMENT SUPPLIES				169.95
DEPT SUPPL	DEPARTMENT SUPPLIES				31.00
EQUIP MAINT	EQUIPMENT MAINTENANCE				173.49
				<b>Fund 111 - GENERAL Total:</b>	<b>374.44</b>
				<b>Vendor 08887 - UPSTART ENTERPRISES, LLC Total:</b>	<b>374.44</b>
<b>Vendor: 08828 - US BANK</b>					
<b>Fund: 111 - GENERAL</b>					
GASOLINE	GASOLINE				24.37
SCHOOLS & CONF	SCHOOL & CONFERENCE				545.05
Fire Investigator testing fee-mu...	CONTRACTUAL SERVICES				195.00
SCHOOLS & CONF	SCHOOL & CONFERENCE				450.00
GASOLINE	GASOLINE				23.00



## Expense Approval Report

Post Dates: 12/20/2016 - 01/03/2017

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
department state membership ...	VOLUNTEER FIREMAN				300.00
Evidence shipping-murphy card	POSTAGE				14.45
SCHOOLS & CONF	SCHOOL & CONFERENCE				545.05
Dep sup & prog.	DEPARTMENT SUPPLIES				21.98
Dep sup & prog.	PROGRAMMING				63.92
GASOLINE	GASOLINE				34.66
DEPT SUPP	DEPARTMENT SUPPLIES				268.35
GASOLINE	GASOLINE				30.90
batteries - murphy card	DEPARTMENT SUPPLIES				14.96
Pgrms	PROGRAMMING				27.99
Pgrming	PROGRAMMING				-27.99
Pgrming	PROGRAMMING				22.99
SCHOOLS & CONF	SCHOOL & CONFERENCE				107.00
Pgrms	PROGRAMMING				29.98
supplies-murphy card	DEPARTMENT SUPPLIES				30.00
Colorado background check-mu...	CONTRACTUAL SERVICES				6.85

Fund 111 - GENERAL Total: 2,728.51

## Fund: 631 - WASTEWATER

SCHOOLS & CONF	SCHOOL & CONFERENCE				60.00
SCHOOLS & CONF	SCHOOL & CONFERENCE				60.00
SCHOOLS & CONF	SCHOOL & CONFERENCE				60.00

Fund 631 - WASTEWATER Total: 180.00

Vendor 08828 - US BANK Total: 2,908.51

## Vendor: 00166 - Vantagepoint Transfer Agents-300793

## Fund: 713 - CASH &amp; INVESTMENT POOL

DEF COMP	DEFERRED COMP EE PAY				655.00
----------	----------------------	--	--	--	--------

Fund 713 - CASH &amp; INVESTMENT POOL Total: 655.00

Vendor 00166 - Vantagepoint Transfer Agents-300793 Total: 655.00

## Vendor: 09614 - Vantagepoint Transfer Agents-705437

## Fund: 713 - CASH &amp; INVESTMENT POOL

ROTH IRA	DEFERRED COMP EE PAY				530.00
----------	----------------------	--	--	--	--------

Fund 713 - CASH &amp; INVESTMENT POOL Total: 530.00

Vendor 09614 - Vantagepoint Transfer Agents-705437 Total: 530.00

## Vendor: 03674 - WELLS FARGO BANK, N.A.

## Fund: 713 - CASH &amp; INVESTMENT POOL

RETIREMENT	REGULAR RETIRE EE PAY				7,538.44
RETIREMENT	REGULAR RETIRE EE PAY				7,114.38
RETIREMENT	RETIRE FIRE EE PAYABLE				4,201.71
RETIREMENT	RETIRE FIRE EE PAYABLE				2,497.87
RETIREMENT	RETIRE POLICE EE PAY				5,828.05
RETIREMENT	RETIRE POLICE EE PAY				5,346.37

Fund 713 - CASH &amp; INVESTMENT POOL Total: 32,526.82

Vendor 03674 - WELLS FARGO BANK, N.A. Total: 32,526.82

## Vendor: 06089 - WESTERN COOPERATIVE COMPANY

## Fund: 111 - GENERAL

DEPT SUPP	DEPARTMENT SUPPLIES				9.23
-----------	---------------------	--	--	--	------

Fund 111 - GENERAL Total: 9.23

Vendor 06089 - WESTERN COOPERATIVE COMPANY Total: 9.23

## Vendor: 00268 - WESTERN COOPRTATIVE COMPANY

## Fund: 111 - GENERAL

GROUNDS MAINT	GROUNDS MAINTENANCE				1,642.50
---------------	---------------------	--	--	--	----------

Fund 111 - GENERAL Total: 1,642.50

Vendor 00268 - WESTERN COOPRTATIVE COMPANY Total: 1,642.50

## Expense Approval Report

Post Dates: 12/20/2016 - 01/03/2017

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
<b>Vendor: 09721 - WILSON CRYSTAL</b>					
<b>Fund: 111 - GENERAL</b>					
DEPT SUPPL	DEPARTMENT SUPPLIES				39.60
				<b>Fund 111 - GENERAL Total:</b>	<b>39.60</b>
				<b>Vendor 09721 - WILSON CRYSTAL Total:</b>	<b>39.60</b>
<b>Vendor: 01611 - WINKLER ELECTRIC INC</b>					
<b>Fund: 111 - GENERAL</b>					
Bldg main.	BUILDING MAINTENANCE				90.52
				<b>Fund 111 - GENERAL Total:</b>	<b>90.52</b>
				<b>Vendor 01611 - WINKLER ELECTRIC INC Total:</b>	<b>90.52</b>
<b>Vendor: 07239 - WYOMING FIRST AID &amp; SAFETY SUPPLY, LLC</b>					
<b>Fund: 111 - GENERAL</b>					
DEPT SUPP	DEPARTMENT SUPPLIES				251.00
				<b>Fund 111 - GENERAL Total:</b>	<b>251.00</b>
<b>Fund: 212 - TRANSPORTATION</b>					
FIRST AID KIT SUPPLIES	DEPARTMENT SUPPLIES				45.35
				<b>Fund 212 - TRANSPORTATION Total:</b>	<b>45.35</b>
<b>Fund: 631 - WASTEWATER</b>					
DEPT SUP	DEPARTMENT SUPPLIES				37.32
				<b>Fund 631 - WASTEWATER Total:</b>	<b>37.32</b>
<b>Fund: 641 - WATER</b>					
DEPT SUP	DEPARTMENT SUPPLIES				37.32
				<b>Fund 641 - WATER Total:</b>	<b>37.32</b>
				<b>Vendor 07239 - WYOMING FIRST AID &amp; SAFETY SUPPLY, LLC Total:</b>	<b>370.99</b>
				<b>Grand Total:</b>	<b>475,729.82</b>

## Report Summary

## Fund Summary

Fund	Expense Amount	Payment Amount
111 - GENERAL	164,953.78	319.84
212 - TRANSPORTATION	19,244.91	0.00
213 - CEMETERY	14.99	0.00
218 - PUBLIC SAFETY	365.69	0.00
224 - ECONOMIC DEVELOPMENT	16.42	0.00
621 - ENVIRONMENTAL SERVICES	2,554.65	134.39
631 - WASTEWATER	32,685.29	134.40
641 - WATER	54,162.22	26,227.67
661 - STORMWATER	413.39	293.87
713 - CASH & INVESTMENT POOL	112,092.27	112,092.27
721 - GIS SERVICES	3,434.74	0.00
725 - CENTRAL GARAGE	4,038.63	0.00
812 - HEALTH INSURANCE	81,752.84	43,505.78
<b>Grand Total:</b>	<b>475,729.82</b>	<b>182,708.22</b>

## Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
111-21311	SALES TAX PAYABLE	319.84	319.84
111-42302-121	PERMITS	205.00	0.00
111-42501-141	FIRE INSPECTIONS	18.00	0.00
111-52111-111	DEPARTMENT SUPPLIES	143.27	0.00
111-52111-116	DEPARTMENT SUPPLIES	13,753.85	0.00
111-52111-141	DEPARTMENT SUPPLIES	71.96	0.00
111-52111-142	DEPARTMENT SUPPLIES	776.68	0.00
111-52111-151	DEPARTMENT SUPPLIES	227.27	0.00
111-52111-171	DEPARTMENT SUPPLIES	5,779.20	0.00
111-52111-172	DEPARTMENT SUPPLIES	268.35	0.00
111-52121-151	JANITORIAL SUPPLIES	400.62	0.00
111-52121-171	JANITORIAL SUPPLIES	159.99	0.00
111-52163-142	INVESTIGATION SUPPLIES	161.11	0.00
111-52164-141	VOLUNTEER FIREMAN	300.00	0.00
111-52181-142	UNIFORMS & CLOTHING	310.44	0.00
111-52211-141	PUBLICATIONS	72.80	0.00
111-52211-142	PUBLICATIONS	72.80	0.00
111-52221-151	AUDIOVISUAL SUPPLIES	68.38	0.00
111-52222-151	BOOKS	463.00	0.00
111-52223-151	PROGRAMMING	116.89	0.00
111-52311-114	MEMBERSHIPS	5,383.80	0.00
111-52311-121	MEMBERSHIPS	135.00	0.00
111-52411-141	POSTAGE	14.45	0.00
111-52411-142	POSTAGE	300.00	0.00
111-52511-142	GASOLINE	112.93	0.00
111-52511-143	GASOLINE	34.01	0.00
111-53111-111	CONTRACTUAL SERVICES	198.00	0.00
111-53111-121	CONTRACTUAL SERVICES	1,820.00	0.00
111-53111-141	CONTRACTUAL SERVICES	261.85	0.00
111-53111-142	CONTRACTUAL SERVICES	16,550.61	0.00
111-53111-151	CONTRACTUAL SERVICES	10,454.73	0.00
111-53111-171	CONTRACTUAL SERVICES	438.16	0.00
111-53111-172	CONTRACTUAL SERVICES	87,500.00	0.00
111-53161-111	LEGAL PUBLICATIONS	44.66	0.00
111-53161-115	LEGAL PUBLICATIONS	564.98	0.00
111-53161-121	LEGAL PUBLICATIONS	40.08	0.00
111-53421-111	BUILDING MAINTENANCE	781.75	0.00
111-53421-141	BUILDING MAINTENANCE	10.25	0.00
111-53421-142	BUILDING MAINTENANCE	10.25	0.00
111-53421-151	BUILDING MAINTENANCE	90.52	0.00

## Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
111-53421-172	BUILDING MAINTENANCE	314.84	0.00
111-53441-142	EQUIPMENT MAINTENAN...	173.49	0.00
111-53441-171	EQUIPMENT MAINTENAN...	3,192.55	0.00
111-53451-141	VEHICLE MAINTENANCE	548.00	0.00
111-53451-171	VEHICLE MAINTENANCE	926.27	0.00
111-53471-171	GROUNDS MAINTENANCE	2,635.36	0.00
111-53521-111	HEATING FUEL	294.22	0.00
111-53521-141	HEATING FUEL	339.00	0.00
111-53521-142	HEATING FUEL	505.37	0.00
111-53521-151	HEATING FUEL	433.13	0.00
111-53521-171	HEATING FUEL	604.96	0.00
111-53521-172	HEATING FUEL	109.55	0.00
111-53561-111	TELEPHONE	5.25	0.00
111-53561-112	TELEPHONE	4.26	0.00
111-53561-114	TELEPHONE	5.81	0.00
111-53561-115	TELEPHONE	2.07	0.00
111-53561-116	TELEPHONE	0.94	0.00
111-53561-121	TELEPHONE	9.00	0.00
111-53561-141	TELEPHONE	8.00	0.00
111-53561-142	TELEPHONE	556.63	0.00
111-53561-151	TELEPHONE	13.39	0.00
111-53561-171	TELEPHONE	2.35	0.00
111-53561-172	TELEPHONE	2.35	0.00
111-53571-141	CELLULAR PHONE	240.30	0.00
111-53631-111	RENT-MACHINES	148.76	0.00
111-53711-114	SCHOOL & CONFERENCE	15.00	0.00
111-53711-142	SCHOOL & CONFERENCE	1,647.10	0.00
111-53711-143	SCHOOL & CONFERENCE	147.95	0.00
111-53741-112	TUITION SUPPORT	600.00	0.00
111-53913-112	RECRUITMENT	3,032.40	0.00
212-52111-212	DEPARTMENT SUPPLIES	479.75	0.00
212-52171-212	STREET REPAIR SUPPLIES	8,897.35	0.00
212-53441-212	EQUIPMENT MAINTENAN...	479.15	0.00
212-53451-212	VEHICLE MAINTENANCE	704.58	0.00
212-53491-212	STREET MAINTENANCE	250.00	0.00
212-53521-212	HEATING FUEL	2,015.37	0.00
212-53561-212	TELEPHONE	6.71	0.00
212-54411-212	EQUIPMENT	6,412.00	0.00
213-53111-213	CONTRACTUAL SERVICES	10.58	0.00
213-53561-213	TELEPHONE	4.41	0.00
218-52111-142	DEPARTMENT SUPPLIES	365.69	0.00
224-52211-114	PUBLICATIONS	16.42	0.00
621-52111-621	DEPARTMENT SUPPLIES	456.83	0.00
621-52411-621	POSTAGE	134.39	134.39
621-53193-621	DISPOSAL FEES	450.00	0.00
621-53421-621	BUILDING MAINTENANCE	333.50	0.00
621-53441-621	EQUIPMENT MAINTENAN...	577.58	0.00
621-53521-621	HEATING FUEL	596.18	0.00
621-53561-621	TELEPHONE	6.17	0.00
631-52111-631	DEPARTMENT SUPPLIES	95.29	0.00
631-52181-631	UNIFORMS & CLOTHING	340.00	0.00
631-52411-631	POSTAGE	134.40	134.40
631-52611-631	CHEMICALS	5,289.75	0.00
631-53111-631	CONTRACTUAL SERVICES	111.59	0.00
631-53441-631	EQUIPMENT MAINTENAN...	236.75	0.00
631-53531-631	ELECTRIC POWER	14,073.53	0.00
631-53561-631	TELEPHONE	7.31	0.00
631-53711-631	SCHOOL & CONFERENCE	180.00	0.00

**Account Summary**

Account Number	Account Name	Expense Amount	Payment Amount
631-54411-631	EQUIPMENT	12,216.67	0.00
641-21311	SALES TAX PAYABLE	26,093.28	26,093.28
641-52111-641	DEPARTMENT SUPPLIES	7,910.02	0.00
641-52117-641	SAMPLES	442.00	0.00
641-52181-641	UNIFORMS & CLOTHING	616.32	0.00
641-52411-641	POSTAGE	134.39	134.39
641-53111-641	CONTRACTUAL SERVICES	9,459.16	0.00
641-53441-641	EQUIPMENT MAINTENAN...	1,263.36	0.00
641-53521-641	HEATING FUEL	135.64	0.00
641-53531-641	ELECTRIC POWER	8,105.18	0.00
641-53561-641	TELEPHONE	2.87	0.00
661-21311	SALES TAX PAYABLE	293.87	293.87
661-52181-661	UNIFORMS & CLOTHING	112.50	0.00
661-53561-661	TELEPHONE	7.02	0.00
713-21512	MEDICARE W/H EE PAYAB...	7,716.62	7,716.62
713-21513	FICA W/H EE PAYABLE	28,619.00	28,619.00
713-21514	FED W/H EE PAYABLE	29,151.82	29,151.82
713-21524	SMEC EE PAYABLE	179.50	179.50
713-21527	WAGE ATTACHMENT EE ...	211.08	211.08
713-21528	REGULAR RETIRE EE PAY	14,652.82	14,652.82
713-21529	DEFERRED COMP EE PAY	1,185.00	1,185.00
713-21531	RETIRE FIRE EE PAYABLE	6,699.58	6,699.58
713-21533	RETIRE POLICE EE PAY	11,174.42	11,174.42
713-21541	HSA EE PAYABLE	12,502.43	12,502.43
721-52111-721	DEPARTMENT SUPPLIES	209.09	0.00
721-53111-721	CONTRACTUAL SERVICES	3,225.00	0.00
721-53561-721	TELEPHONE	0.65	0.00
725-52111-725	DEPARTMENT SUPPLIES	271.41	0.00
725-52531-725	OIL & ANTIFREEZE	40.00	0.00
725-53441-725	EQUIPMENT MAINTENAN...	2,526.21	0.00
725-53451-725	VEHICLE MAINTENANCE	896.76	0.00
725-53521-725	HEATING FUEL	304.25	0.00
812-53861-112	PREMIUM EXPENSE	38,247.06	0.00
812-53862-112	CLAIMS EXPENSE	42,665.78	42,665.78
812-53863-112	FLEXIBLE BENFT EXPENSES	840.00	840.00
<b>Grand Total:</b>		<b>475,729.82</b>	<b>182,708.22</b>

**Project Account Summary**

Project Account Key	Expense Amount	Payment Amount
**None**	387,744.61	182,708.22
2147853111	87,500.00	0.00
21852111142	365.69	0.00
6002052181	112.50	0.00
6002053561	7.02	0.00
<b>Grand Total:</b>	<b>475,729.82</b>	<b>182,708.22</b>

# **City of Scottsbluff, Nebraska**

**Tuesday, January 3, 2017**

**Regular Meeting**

## **Item Public Inp1**

**Council to make a recommendation to the Nebraska Liquor Control Commission naming Cesar Orona as the Liquor License Manager of Las VII Americas Tortilleria, 1619 East Overland, Scottsbluff, NE.**

**Staff Contact: Cindy Dickinson, City Clerk**

# **City of Scottsbluff, Nebraska**

**Tuesday, January 3, 2017**

**Regular Meeting**

## **Item Pub. Hear.1**

**Council to conduct a public hearing at 6:05 p.m. to consider a Class Z Liquor License application for Great Plains Distillery LLC dba Great Plains Distillery, 213 West Railway, Scottsbluff, NE.**

**Staff Contact: Cindy Dickinson, City Clerk**

## Agenda Statement

Item No.

For meeting of: January 3, 2017

**AGENDA TITLE:** Council to hold a public hearing as advertised for this date at 6:05 p.m. for a Class Z Liquor License for Great Plains Distillery LLC, 213 Railway Street, Scottsbluff, NE.

**SUBMITTED BY DEPARTMENT/ORGANIZATION:** Administration

**PRESENTATION BY:** Applicant

**SUMMARY EXPLANATION:**

**BOARD/COMMISSION RECOMMENDATION:**

**STAFF RECOMMENDATION:** Conduct the public hearing and consider a recommendation to the Nebraska Liquor Commission either approving or denying said application.

---

### EXHIBITS

Resolution ☐      Ordinance ☐      Contract ☐      Minutes ☐      Plan/Map ☐  
Other (specify) ☐      Application, Memorandums, Exhibits

Exhibit #1 – Application of Great Plains Distillery LLC, 213 Railway Street, Scottsbluff, NE.

Exhibit #2 – City Council Check List for Neb. Rev. Stat. §53-132 Cum Supp 2010

Exhibit #3 – Written Statement of Police Chief

Exhibit #4 – Written Statement of City Clerk

Exhibit #5 – Written Statement of City Planner

---

**NOTIFICATION LIST:** Yes ☒ No ☐ Further Instructions ☐

Great Plains Distillery LLC, 213 Railway Street, Scottsbluff, NE.

**APPROVAL FOR SUBMITTAL:** \_\_\_\_\_  
City Manager

---



APPLICATION FOR LIQUOR LICENSE  
LIMITED LIABILITY COMPANY (LLC)  
INSERT - FORM 3b

NEBRASKA LIQUOR CONTROL COMMISSION  
301 CENTENNIAL MALL SOUTH  
PO BOX 95046  
LINCOLN, NE 68509-5046  
PHONE: (402) 471-2571  
FAX: (402) 471-2814  
Website: [www.lcc.nebraska.gov](http://www.lcc.nebraska.gov)

Office Use

RECEIVED

NOV 21 2016

NEBRASKA LIQUOR  
CONTROL COMMISSION



All members including spouse(s), are required to adhere to the following requirements:

- 1) All members spouse(s) must be listed
- 2) Managing/Contact member and all members holding over 25% interest and their spouse(s) (if applicable) must submit fingerprints. See Form 147 for further information, this form MUST be included with your application.
- 3) Managing/Contact member and all members holding over 25 % shares of stock and their spouse (if applicable) must sign the signature page of the Application for License form 100 (even if a spousal affidavit has been submitted)

Attach copy of Articles of Organization (must show electronic stamp or barcode receipt by Secretary of States office)

Name of Registered Agent: Shawn A Burcham

Name of Limited Liability Company that will hold license as listed on the Articles of Organization

Great Plains Distillery LLC

LLC Address: 213 W Railway St

City: Scottsbluff State: NE Zip Code: 69361

LLC Phone Number: 308-672-0574 LLC Fax Number: N/A

Name of Managing/Contact Member

Name and information of contact member must be listed on following page

Last Name: Mitchell First Name: Phillip MI: E

Home Address: 240508 Lake Minatare Rd City: Scottsbluff

State: NE Zip Code: 69361 Home Phone Number: 308-672-0574

Phillip E. Mitchell

Signature of Managing/Contact Member

*OK*

ACKNOWLEDGEMENT

State of Nebraska  
County of SCOTTS BLUFF

NOVEMBER 14, 2016

Date

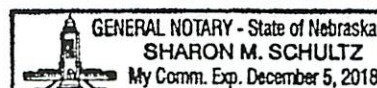
Sharon M. Schultz

The foregoing instrument was acknowledged before me this

by PHILLIP E. MITCHELL

name of person acknowledge

Affix Seal



**APPLICATION FOR LIQUOR LICENSE  
MICRODISTILLERY  
CHECKLIST**

NEBRASKA LIQUOR CONTROL COMMISSION  
301 CENTENNIAL MALL SOUTH  
PO BOX 95046  
LINCOLN, NE 68509-5046  
PHONE: (402) 471-2571  
FAX: (402) 471-2814  
Website: www.lcc.nebraska.gov

- ☒ NE Tax Bond  
☐ Federal Permit  
☐ Admin Review

*Training* ✓

<b>RECEIVED</b>	
NOV 21 2016	
Hot Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	New Replacing #:
Class Type	License Number
Z	CON 121072
Initials <i>jm</i> ✓	

Applicant Name Phillip Mitchell/ Austin Propp

Great Plains Distillery LLC

Trade Name Great Plains Distillery

E-Mail Address: greatplainsdistillery@gmail.com

Web Site Address: \_\_\_\_\_

Provide all the items requested. Failure to provide any item will cause this application to be returned or placed on hold. All documents must be legible. Any false statement or omission may result in the denial, suspension, cancellation or revocation of your license. If your operation depends on receiving a liquor license, the Nebraska Liquor Control Commission cautions you that if you purchase, remodel, start construction, spend or commit money that you do so at your own risk. Prior to submitting your application review the application carefully to ensure that all sections are complete, and that any omissions or errors have not been made. You may want to check with the city/village or county clerk, where you are making application, to see if any additional requirements must be met before submitting application to the state. You must first have made application with Alcohol and Tobacco Tax and Trade Bureau (TTB).

*crim hist reported on application to Mary Missman 12-6-16*

**REQUIRED ATTACHMENTS**

Microdistillery means a distillery located in Nebraska that is licensed to distill liquor on the premises of the distillery licensee and produces ten thousand or fewer gallons of liquor annually.

- 147 enclosed ✓ 12-6-16 entered into database Ag report sent 12-6-16 NSP report sent 12-6-16 Fm report sent 12-6-16 Local report sent 12-6-16*
- ☒ 1) Application fee \$400 plus licensee fee \$250  
Total \$650 (Check made payable to Nebraska Liquor Control Commission) or pay online at PAYPORT
- ☒ 2) Copy of Federal Basic Permit application as filed with Alcohol and Tobacco Tax and Trade Bureau (TTB)
- ☒ 3) Alcoholic Liquor Tax Bond, \$1,000 minimum including the Power of Attorney documentation  
(May use FORM 115)

**OFFICE USE ONLY**

PAYMENT TYPE: CK 1019  
AMOUNT: \$650  
RECEIVED BY: jm  
RECEIPT #: \_\_\_\_\_



1600022336

**RECEIVED**  
PAGE 1

Passport, voter reg, 147, signed

Manager's information must be completed below PLEASE PRINT CLEARLY

Last Name: Mitchell First Name: Phillip MI: E

Home Address: 240508 Lake Minatare Rd

City: Scottsbluff County: Scottsbluff Zip Code: 69361

Home Phone Number: 308-672-3007

RECEIVED

Driver's License Number & State: \_\_\_\_\_ NOV 21 2016

Social Security Number: \_\_\_\_\_ NEBRASKA LIQUOR

Date Of Birth: 04-27-57 Place Of Birth: Cleveland OH COMMISSION

Email address: pmitchell421@gmail.com

Are you married? If yes, complete spouse's information (Even if a spousal affidavit has been submitted)

☒ YES

☐ NO

X Spouse

Spouse's information

Spouses Last Name: Mitchell First Name: Cynthia MI: A

Social Security Number: \_\_\_\_\_

Driver's License Number & State: \_\_\_\_\_

Date Of Birth: 11/29/55 Place Of Birth: Scottsbluff NE

APPLICANT & SPOUSE MUST LIST RESIDENCE(S) FOR THE PAST TEN (10) YEARS

APPLICANT

SPOUSE

Phillip

Cynthia

CITY & STATE	YEAR FROM	YEAR TO	CITY & STATE	YEAR FROM	YEAR TO
Scottsbluff NE	2004	Present	Scottsbluff	2004	Present

**MANAGER'S LAST TWO EMPLOYERS**

YEAR FROM TO		NAME OF EMPLOYER	NAME OF SUPERVISOR	TELEPHONE NUMBER
2012	current	University of Nebraska	Jim Schild	308-632-1430
2006	current	Ausmus Brothers Realty	Keven Ross	308-6353133

**1. READ CAREFULLY. ANSWER COMPLETELY AND ACCURATELY.**

**Must be completed by both applicant and spouse, unless spouse has filed an affidavit of non-participation.**

Has anyone who is a party to this application, or their spouse, EVER been convicted of or plead guilty to any charge. Charge means any charge alleging a felony, misdemeanor, violation of a federal or state law; a violation of a local law, ordinance or resolution. List the nature of the charge, where the charge occurred and the year and month of the conviction or plea, include traffic violations. Also list any charges pending at the time of this application. If more than one party, please list charges by each individual's name. Commission must be notified of any arrests and/or convictions that may occur after the date of signing this application.

☒ YES ☐ NO

NOV 21 2016

**NEBRASKA LIQUOR  
CONTROL COMMISSION**

If yes, please explain below or attach a separate page.

Name of Applicant	Date of Conviction (mm/yyyy)	Where Convicted ( City & State)	Description of Charge	Disposition

**2. Have you or your spouse ever been approved or made application for a liquor license in Nebraska or any other state?**

☐ YES ☒ NO

**IF YES, list the name of the premise(s):**

**3. Do you, as a manager, qualify under Nebraska Liquor Control Act (§53-131.01) and do you intend to supervise, in person, the management of the business?**

☒ YES ☐ NO

Have you enclosed Form 147 regarding fingerprints?

5.

[illegible]

**Experience:**

RECEIVED

**\*For list of NLCC Certified Training Programs see training**

[illegible]

Name	Date
Tammy	

4. List the alcohol related training and/or experience (when and where) of the person making application.

4.

**PERSONAL OATH AND CONSENT OF INVESTIGATION**

The above individual(s), being first duly sworn upon oath, deposes and states that the undersigned is the applicant and/or spouse of applicant who makes the above and foregoing application that said application has been read and that the contents thereof and all statements contained therein are true. If any false statement is made in any part of this application, the applicant(s) shall be deemed guilty of perjury and subject to penalties provided by law. (Sec §53-131.01) Nebraska Liquor Control Act.

The undersigned applicant hereby consents to an investigation of his/her background including all records of every kind and description including police records, tax records (State and Federal), and bank or lending institution records, and said applicant and spouse waive any rights or causes of action that said applicant or spouse may have against the Nebraska Liquor Control Commission and any other individual disclosing or releasing said information to the Nebraska Liquor Control Commission. If spouse has **NO** interest directly or indirectly, a spousal affidavit of non-participation may be attached.

The undersigned understand and acknowledge that any license issued, based on the information submitted in this application, is subject to cancellation if the information contained herein is incomplete, inaccurate, or fraudulent.

***Applicant Notification and Record Challenge:** Your fingerprints will be used to check the criminal history records of the FBI. You have the opportunity to complete or challenge the accuracy of the information contained in FBI identification record. The procedures for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CFR, 16.34.*

✓  
Phillip E. Mitchell  
Signature of Manager Applicant

RECEIVED  
Signature of Spouse

NOV 21 2016

NEBRASKA LIQUOR  
CONTROL COMMISSION

ACKNOWLEDGEMENT

State of Nebraska

County of SCOTTS BLUFF

The foregoing instrument was acknowledged before me this

NOVEMBER 16, 2016

date

by

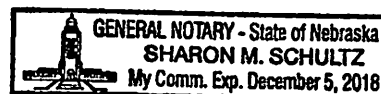
PHILLIP E. MITCHELL

NAME OF PERSON BEING ACKNOWLEDGED

OR

Sharon M. Schultz  
Notary Public signature

Affix Seal



In compliance with the ADA, this application is available in other formats for persons with disabilities. A ten day advance period is required in writing to produce the alternate format.



# **SPOUSAL AFFIDAVIT OF NON PARTICIPATION INSERT**

NEBRASKA LIQUOR CONTROL COMMISSION  
301 CENTENNIAL MALL SOUTH  
PO BOX 95046  
LINCOLN, NE 68509-5046  
PHONE: (402) 471-2571  
FAX: (402) 471-2814  
Website: [www.lcc.ne.gov](http://www.lcc.ne.gov)

Office Use

# **RECEIVED**

NOV 21 2016

NEBRASKA LIQUOR  
CONTROL COMMISSION

I acknowledge that I am the spouse of a liquor license holder. My signature below confirms that I will have not have any interest, directly or indirectly in the operation or profit of the business (§53-125(13)) of the Liquor Control Act. I will not tend bar, make sales, serve patrons, stock shelves, write checks, sign invoices or represent myself as the owner or in any way participate in the day to day operations of this business in any capacity. I understand my fingerprint will not be required; however, I am obligated to sign and disclose any information on all applications needed to process this application.

Cynthia Ann Mitchell

Signature of spouse asking for waiver  
(Spouse of individual listed below)

Cynthia Ann Mitchell

Printed name of spouse asking for waiver

State of Nebraska

County of Scottsbluff

NOVEMBER 14, 2016

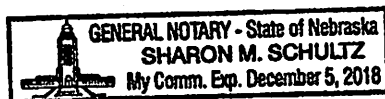
date

Sharon M. Schultz

Notary Public signature

The foregoing instrument was acknowledged before me this  
by CYNTHIA ANN MITCHELL  
name of person acknowledged

Affix Seal



I acknowledge that I am the spouse of the above listed individual. I understand that my spouse and I are responsible for compliance with the conditions set out above. If it is determined that the above individual has violated (§53-125(13)) the Commission may cancel or revoke the liquor license.

Phillip E. Mitchell

Signature of individual involved with application  
(Spouse of individual listed above)

Phillip Mitchell

Printed name of applying individual

State of Nebraska

County of Scottsbluff

NOVEMBER 14, 2016

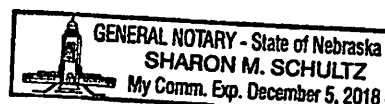
date

Sharon M. Schultz

Notary Public signature

The foregoing instrument was acknowledged before me this  
by PHILLIP E. MITCHELL  
name of person acknowledged

Affix Seal



In compliance with the ADA, this spousal affidavit of non participation is available in other formats for persons with disabilities. A ten day advance period is requested in writing to produce the alternate format.

FORM 35-4178  
Revised 1/2008

Name of Applicant	Date of Conviction	Where Convicted	Description of Charge	Disposition
Phillip Mitchell	06/2012	St. Paul Nebraska	Possess/Consume open alcohol container	Guilty
Phillip Mitchell	04/2009	Scottsbluff Ne	No valid registration	Gulty

#1  
corp  
man

**RECEIVED**

NOV 21 2016

**NEBRASKA LIQUOR  
CONTROL COMMISSION**



**MANAGER APPLICATION  
INSERT - FORM 3c**

NEBRASKA LIQUOR CONTROL COMMISSION  
301 CENTENNIAL MALL SOUTH  
PO BOX 95046  
LINCOLN, NE 68509-5046  
PHONE: (402) 471-2571  
FAX: (402) 471-2814  
Website: [www.lcc.nebraska.gov](http://www.lcc.nebraska.gov)

Office Use

**RECEIVED**

NOV 21 2016

**NEBRASKA LIQUOR  
CONTROL COMMISSION**

**MUST BE:**

- ✓ Citizen of the United States. Include copy of US birth certificate, naturalization paper or current US passport
- ✓ Nebraska resident. Include copy of voter registration card or print out document from Secretary of State website
- ✓ Fingerprinted. See form 147 for further information, read form carefully to avoid delays in processing, this form **MUST** be included with your application
- ✓ 21 years of age or older

**Corporation/LLC information:**

Name of Corporation/LLC: Great Plains Distillery LLC

**License information:**

Liquor License Number: \_\_\_\_\_ Class Type \_\_\_\_\_ (if new application leave blank)

Premises Trade Name/DBA: Great Plains Distillery

Premises Street Address: 213 W. Railway St

City: Scottsbluff County: Scottsbluff Zip Code: 69361

Premises Phone Number: 308-672-3007

Premises Email address: greatplainsdistillery@gmail.com

The individual whose name is listed as a corporate officer or managing member as reported on insert form 3a or 3b or listed with the Commission. To see authorized officers or members search your license information [here](#).

  
**SIGNATURE REQUIRED BY CORPORATE OFFICER / MANAGING MEMBER**

(Faxed signatures are acceptable)

1. Name: Phillip Mitchell Date of Birth: 04/27/57 Last 4 SSN: 6562  
(Please print legibly)

Fingerprints on file with the commission? YES ☒

How was payment made to NSP? ☒ NSP PAYPORT ☐ CASH ☐ CHECK SENT TO NSP Ck # \_\_\_\_\_

2. Name: Austin Propp

Date of Birth: 05/23/89 (Please print legibly)  
Last 4 SSN: 3145

Fingerprints on file with the commission? YES ☒

How was payment made to NSP? ☒ NSP PAYPORT ☐ CASH ☐ CHECK SENT TO NSP Ck # \_\_\_\_\_

**RECEIVED**

3. Name: \_\_\_\_\_

(Please print legibly)

NOV 21 2016

Date of Birth: \_\_\_\_\_ Last 4 SSN: \_\_\_\_\_

Fingerprints on file with the commission? YES ☐

How was payment made to NSP? ☐ NSP PAYPORT ☐ CASH ☐ CHECK SENT TO NSP Ck # \_\_\_\_\_

NEBRASKA LIQUOR

CONTROL COMMISSION

4. Name: \_\_\_\_\_

(Please print legibly)

Date of Birth: \_\_\_\_\_ Last 4 SSN: \_\_\_\_\_

Fingerprints on file with the commission? YES ☐

How was payment made to NSP? ☐ NSP PAYPORT ☐ CASH ☐ CHECK SENT TO NSP Ck # \_\_\_\_\_

5. Name: \_\_\_\_\_

(Please print legibly)

Date of Birth: \_\_\_\_\_ Last 4 SSN: \_\_\_\_\_

Fingerprints on file with the commission? YES ☐

How was payment made to NSP? ☐ NSP PAYPORT ☐ CASH ☐ CHECK SENT TO NSP Ck # \_\_\_\_\_

6. Name: \_\_\_\_\_

(Please print legibly)

Date of Birth: \_\_\_\_\_ Last 4 SSN: \_\_\_\_\_

Fingerprints on file with the commission? YES ☐

How was payment made to NSP? ☐ NSP PAYPORT ☐ CASH ☐ CHECK SENT TO NSP Ck # \_\_\_\_\_

I hereby certify that fees of \$28.75 per person have been submitted directly to the Nebraska State Patrol – CID office. The undersigned certifies on behalf of the Corporation, LLC, Partnership or Licensee that it is understood that a misrepresentation of fact is cause for rejection of this application or suspension, cancellation or revocation of any license issued.

Name (Print):

AUSTIN F. PROPP

Title:

President

Signature:

[Signature]

Date:

11-14-16

FORM 147  
REV JAN 2016  
PAGE 2

12. List the alcohol related training and/or experience (when and where) of the person(s) making application. Those persons required are listed as followed:

- Individual: Applicant and spouse; spouse is exempt if they filed Form 116 – Affidavit of Non-Participation.
- Partnership: All partners and spouses, spouses are exempt if they filed Form 116 – Affidavit of Non-Participation.
- Limited Liability Company: All member of LLC, Manager and all spouses; spouses are exempt if they filed Form 116 – Affidavit of Non-Participation.
- Corporation: President, Stockholders holding 25% or more of shares, Manager and all spouses; spouses are exempt if they filed Form 116 – Affidavit of Non-Participation.

NLCC certified training program completed:

Applicant Name	Date (mm/yyyy)	Name of program (attach copy of course completion certificate)
Austin Propp	TBD	SERVSAFE- in progress
Phillip Mitchell	TBD	SERVSAFE- in progress

List of NLCC certified training programs

Experience:

Applicant Name/Job Title	Date of Employment:	Name & Location of Business

RECEIVED

NOV 21 2016

13. If the property for which this license is sought is owned, submit a copy of the deed, or proof of ownership. If leased, submit a copy of the lease covering the entire license year. **Documents must show title or lease held in name of applicant as owner or lessee in the individual(s) or corporate name for which the application is being filed.**

☒ Lease: expiration date June 1 2018  
☐ Deed  
☐ Purchase Agreement

14. When do you intend to open for business? 01/01/17

15. What will be the main nature of business? Distilling and bottling spirits

16. What are the anticipated hours of operation? 8am-5pm Monday- Friday

17. List the principal residence(s) for the past 10 years for all persons required to sign, including spouses.

**RESIDENCES FOR THE PAST 10 YEARS, APPLICANT AND SPOUSE MUST COMPLETE**

APPLICANT: CITY & STATE	YEAR FROM	TO	SPOUSE: CITY & STATE	YEAR FROM	TO
Phillip Mitchell Scottsbluff	2004	Present	Cynthia Mitchell Scottsbluff, NE	2004	present
Austin Propp Scottsbluff Ne	2004	2013			
Austin Propp Williston ND	2013	2015			
Austin Propp Scottsbluff NE	2015	Present			

If necessary attach a separate sheet.

FORM 130  
REV APRIL 2016  
PAGE 7

5. Are you borrowing any money from any source, include family or friends, to establish and/or operate the business?

☐ YES ☒ NO

If yes, list the lender \_\_\_\_\_

6. Will any person or entity, other than applicant, be entitled to a share of the profits of this business?

☐ YES ☒ NO

If yes, explain. (All involved persons must be disclosed on application)

No silent partners

RECEIVED

NOV 21 2016

7. Will any of the furniture, fixtures and equipment to be used in this business be owned by others?

☐ YES ☒ NO

If yes, list such item(s) and the owner. \_\_\_\_\_

NEBRASKA LIQUOR  
CONTROL COMMISSION

8. Is premise to be licensed within 150 feet of a church, school, hospital, home for the aged or indigent persons or for veterans, their wives, and children, or within 300 feet of a college or university campus?

☐ YES ☒ NO

If yes, provide name and address of such institution and where it is located in relation to the premises (Neb. Rev. Stat. 53-177) \_\_\_\_\_

9. Is anyone listed on this application a law enforcement officer?

☐ YES ☒ NO

If yes, list the person, the law enforcement agency involved and the person's exact duties

10. List the primary bank and/or financial institution (branch if applicable) to be utilized by the business

a) List the individual(s) who will be authorized to write checks and/or withdrawals on accounts at this institution.

Western States Bank 1701 1st Ave, Scottsbluff NE Phillip Mitchell Austin Propp

11. List all past and present liquor licenses held in Nebraska or any other state by any person named in this application. Include license holder name, location of license and license number. Also list reason for termination of any license(s) previously held.

n/a

# **APPLICANT INFORMATION**

## 1. **READ CAREFULLY. ANSWER COMPLETELY AND ACCURATELY.**

- ✓ Has anyone who is a party to this application, or their spouse, EVER been convicted of or plead guilty to any charge. Charge means any charge alleging a felony, misdemeanor, violation of a federal or state law; a violation of a local law, ordinance or resolution. List the nature of the charge, where the charge occurred and the year and month of the conviction or plea. Also, list any charges pending at the time of this application. If more than one party, please list charges by each individual's name. Include traffic violations. Commission must be notified of any arrests and/or convictions that may occur after the date of signing this application.

☒ YES ☐ NO

If yes, please explain below or attach a separate page.

Name of Applicant	Date of Conviction (mm/yyyy)	Where Convicted (city & state)	Description of Charge	Disposition
Austin Propp	05/2012	Scottsbluff NE	DUI -1st Off	Guilty
Austin Propp	02/2007	Scottsbluff NE	speeding	Guilty
Austin Propp	02/2012	Scottsbluff NE	Posses Drug paraphernalia	Guilty
Austin Propp	09/2013	Scottsbluff NE	stop sign vio	Guilty
Austin Propp	08/2006	Morril County NE	speeding	Guilty
Austin Propp	05/2015	Williston ND	fail to yield	Guilty

## 2. Are you buying the business of a current retail liquor license?

✓ ☐ YES ☒ NO

If yes, give name of business and liquor license number \_\_\_\_\_

- Submit a copy of the sales agreement
- Include a list of alcohol being purchased, list the name brand, container size and how many
- Submit a list of the furniture, fixtures and equipment

**RECEIVED**

NOV 21 2016

**NEBRASKA LIQUOR  
CONTROL COMMISSION**

## 3. Was this premise licensed as a liquor licensed business within the last two (2) years?

✓ ☐ YES ☒ NO

If yes, give name and license number \_\_\_\_\_

## 4. Are you filing a temporary operating permit to operate during the application process?

✓ ☐ YES ☒ NO

If yes:

- Attach temporary operating permit **FORM 125**
- T.O.P. will only be accepted at a location that currently holds a valid liquor license.

**PREMISE INFORMATION**

Trade Name (doing business as) Great Plains Distillery

✓ Street Address #1 213 W Railway St

Street Address #2 \_\_\_\_\_

City Scottsbluff

County Scottsbluff

# 21

Zip Code 69361

Premise Telephone number 308-672-3007

Is this location inside the city/village corporate limits:



YES

city

RECEIVED

NOV 21 2016

Mailing address (where you want to receive mail from the Commission)

Name Great Plains Distillery

NEBRASKA LIQUOR  
CONTROL COMMISSION

✓ Street Address #1 213 W Railway St

Street Address #2 \_\_\_\_\_

City Scottsbluff

State Ne

Zip Code 69361

**DESCRIPTION AND DIAGRAM OF THE STRUCTURE TO BE LICENSED**  
**READ CAREFULLY**

In the space provided or on an attachment draw the area to be licensed. This should include storage areas, basement, and/or sales areas and any area where consumption of alcohol will take place. If only a portion of the building is to be covered by the license, you must still include dimensions (length x width) of the licensed area as well as the dimensions of the entire building. No blue prints please. Be sure to indicate the direction north and **number of floors** of the building. For on premise consumption liquor licenses a minimum standard of at least two restrooms is required.

Building: length 52 x width 37 in feet

Is there a basement? Yes \_\_\_\_\_

No ☒

If yes, length \_\_\_\_\_ x width \_\_\_\_\_ in feet

Is there an outdoor area? Yes \_\_\_\_\_

No ☒

If yes, length \_\_\_\_\_ x width \_\_\_\_\_ in feet

PROVIDE DIAGRAM OF AREA TO BE LICENSED BELOW OR ATTACH SEPARATE SHEET

see diagram

**APPLICATION FOR LIQUOR LICENSE  
MICRODISTILLERY**

301 CENTENNIAL MALL SOUTH  
PO BOX 95046  
LINCOLN, NE 68509-5046  
PHONE: (402) 471-2571  
FAX: (402) 471-2814  
Website: www.lcc.nebraska.gov/

RECEIVED

NOV 21 2016

NEBRASKA LIQUOR  
CONTROL COMMISSION

**CLASS OF LICENSE FOR WHICH APPLICATION IS MADE AND FEES  
CHECK DESIRED CLASS(S)**

☒ Class Z Microdistillery      Application fee \$400 plus licensee fee \$250  
Total \$650 (Check made payable to Nebraska Liquor Control Commission)

☐ Class K Catering license (requires catering application FORM 106) \$100.00

☐ Copy of application filed with TTB for Federal Basic Permit

☐ Alcoholic Liquor Tax Bond minimum of \$1,000 FORM 115

Additional fees may be assessed at city/village or county level when license is issued

Term of license runs from May 1 – April 30

**CHECK TYPE OF LICENSE FOR WHICH YOU ARE APPLYING**

- ☐ Individual License (requires insert 1- FORM 104)  
☐ Partnership License (requires insert 2 – FORM 105)  
☐ Corporate License (requires insert 3A – FORM 101 & 3C FORM 103)  
☒ Limited Liability Company (LLC) (requires insert 3B – FORM 102 & 3C FORM 103)

**NAME OF ATTORNEY OR FIRM ASSISTING WITH APPLICATION (if applicable)**  
**Commission will call this person with any questions we may have on this application**

Name Megan A Dockery Phone number: 308-635-3161

Firm Name Smith, Snyder, Petitt, Hofmeister & Snyder

- ☒ 4) Submit diagram to include:
- a. Facility dimensions and description
  - b. Identify production area
  - c. Any storage area

RECEIVED

NOV 21 2016

- ☒ 5) Copy of your detailed business plan
- ☒ 6) Fingerprints are required for each person as defined in new application guidelines. See FORM 147 for further information, this form MUST be included with your application

NEBRASKA LIQUOR  
CONTROL COMMISSION

- ☒ 7) Enclose the appropriate application forms
- Individual License (requires insert 1- FORM 104)
  - Partnership License (requires insert 2 - FORM 105)
  - Corporate License (requires insert 3A - FORM 101 & 3C FORM 103)
  - Limited Liability Company (LLC) (requires insert 3B - FORM 102 & 3C FORM 103)

- ☒ 8) If building is being leased send a copy of signed lease. Be sure the lease reads in the name of the individual(s), corporation or Limited Liability Company making application. Lease term must run through the license year being applied for.

- ☒ 9) Corporation or Limited Liability Company must enclose a copy of articles of incorporation; as filed with the Secretary of State's Office.

I acknowledge that this application is not a guarantee that a liquor license will be issued to me, and that the average processing period is 60 days. Furthermore, I understand that all the information is truthful and I accept all responsibility for any false documents.

☒ Philip E. Mitchell  
Authorized Signature

Philip E. Mitchell  
Print Name

308-672-3007  
Contact Phone Number

11-17-2016  
Date

FORM 130  
REV APRIL 2016  
PAGE 2



Business Plan

# Great Plains Distillery Business Plan

OWNERS

RECEIVED

NOV 21 2016

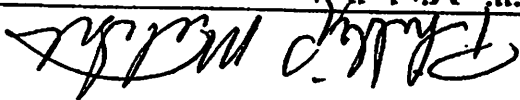
Austin Propp  
Phillip Mitchell

NEBRASKA LIQUOR  
CONTROL COMMISSION

Great Plains Distillery  
213 W Railway St  
Scottsbluff, Ne 69361

RECEIVED  
NOV 21 2016  
NEBRASKA LIQUOR  
CONTROL COMMISSION

Phillip Mitchell, Agent



DATED this 6 day of May, 2016.

Operating Agreement.

The regulation of internal affairs of the limited liability company is as set forth in the

#### INTERNAL AFFAIRS

#### ARTICLE VI.

conditions set forth in the Operating Agreement.

The members shall have the right to admit additional members under the terms and

#### RIGHT TO ADMIT ADDITIONAL MEMBERS

#### ARTICLE V.

Articles

# Business Plan

## I. Table of Contents

RECEIVED

NOV 21 2016

I. Table of Contents.....	NEBRASKA LIQUOR CONTROL COMMISSION	2
II. Executive Summary .....		3
III. Highlights and General Company Description.....		5
IV. Products.....		6
V. SWOT Analysis and Marketing Plan.....		7
VI. Operational Plan.....		9
VII. Management and Organization.....		11

# Business Plan

RECEIVED

NOV 21 2016

NEBRASKA LIQUOR  
CONTROL COMMISSION

## II. Executive Summary

Great Plains Distillery will be a craft Micro-Distillery of ultra-premium and small batch spirits that will include vodka's (flavored and neutral), rums (light, dark, and spiced), and a locally themed, high quality, distilled Nebraska corn based moonshine and aged whiskey. Our primary goal will be to become a locally based leader in the rapidly growing trend of craft distilled spirits. The current trend in distiller spirits towards ultra-premium products manufactured in small batches and an increase in the number of entrepreneurs, or craft distillers and competition amongst existing companies presents an opportunity for Great Plains Distillery to penetrate the market. Our products will be of extremely high quality in order to ensure total customer satisfaction, supported by impeccable service to our customers and a marketing program that reflects the quality and image of the products. The product image of premium quality and uniqueness is an absolute requirement in order for Great Plains Distillery to be successful in this market.

Initial plans are to produce three main product lines, primarily focusing on the following, aged whiskey (distilled from local corn), a locally themed moonshine (distilled from local corn), light and dark rum (distilled from local beet molasses), and vodkas (plain and flavored: TBD).

These products will be sold in the standard 5th sized containers of 750ml; a 1.75 liter version would be made available if requested. The immediate channels for distribution will include state controlled beverage distribution and eventually store front sales. Quality will be Great Plains Distillery's mantra: From the selection of the finest grains to the freshness of the fruits and spices that we use for flavoring, the suppliers that we chose to conduct business with will mirror Great Plains Distillery in their dedication to providing only the finest products. This along with our superior quality still will allow us to promote the image of quality and redefine the definition of a craft distillery spirit.

Image is everything...In order to prosper there is need for Great Plains Distillery to be flexible and responsive, to delight customers by providing them with what they want, when they want it and before the competition. From product concept to goods dispatch we intend to ensure that every policy and procedure, system, and process must have the objective of improving the flexibility and response of the whole company. There is a need for interaction between all functional areas, particularly between marketing and manufacturing, if the organization is to realize its full potential, with marketing and controlled manufacturing being employed as a strategic weapon.

Our marketing strategy will be based mainly on ensuring that customers know what need the product is able to fulfill, and making the right product and information available to the right target customer. Hence we intend to implement a market penetration strategy that will ensure that we are well known and respected in our respective industry. We will ensure that our products' prices take into consideration people's budgets and that these people appreciate the product and know that it exists, including where to find it. However, these prices will also take into consideration the cost of production and distribution so as to ensure that we remain viable and operational. An initial goal of 40-45% gross margin would be the initial target with distilling process improvements possibly allowing for an increase in margins from the second year.

# Business Plan

RECEIVED

NOV 21 2016

NEBRASKA LIQUOR  
CONTROL COMMISSION

Marketing effort will convey the sense of quality and satisfaction in every picture, every promotion, and every publication. Our promotional strategy will involve integrating advertising, events, personal selling, public relations and direct marketing. In the long term internet marketing shall also be undertaken, details of which are provided in the marketing section of the following plan.

Our target market(s) and consumers will primarily constitute the corporate class who appreciate good quality premium spirits. The corporate or managerial segment will constitute those who are aware of their image and reputation and order cocktails equal to this. Our primary focus will be to make Great Plains Distillery products the recommended, premium liquors of the ultra exclusive lounges and clubs throughout the US. Great Plains Distillery will pride itself on its production ability, premium quality and reputation, and its adaptability to changes in the market and in the method of its practice.

# Business Plan

## III. Highlights and General Company Description

Great Plains Distillery will be a craft distiller of fine spirits with manufacturing headquarters in Scottsbluff, Ne.

The benefits of operations based in Scottsbluff, Ne will include

- Ability to purchase local products
- Bring more jobs to the valley
- Expose locals to craft distilling

RECEIVED

NOV 21 2016

### Mission Statement

Great Plains Distillery intends to provide only the highest quality spirits that always exceed the drinker's expectations. Hence we intend to assist in the creation of a welcoming and relaxed ambiance reflective of people enjoying themselves. We are sensitive to the taste, look and feel of premium spirits, as well as affordable prices. We intend to provide the best possible value to our customers who care about quality products at affordable prices, and we want every dollar spent on our products to be well spent. We seek a fair and responsible profit, enough to keep the company financially healthy for the short and long term, and to fairly compensate owners and investors for the money and risk.

### Keys to Success

The keys to Great Plains Distillery success will undoubtedly be effective market segmentation through identification of several niche markets and implementation strategies. Along these lines the company intends to implement advertising, personal selling and direct marketing strategies aimed at the target markets. Our advertising marketing strategies will rotate around. Hence our key success factors will include the following:

- **Excellence in Fulfilling the Promise:** We intend to produce and provide products of uncompromised quality to our customers. This is so as to meet the needs and high standards of our target customer segment.
- **Effective and Efficient Distribution Network:** The importance of such cannot be over emphasized in our line of business. We intend to establish an excellent distribution network that will enable us to rapidly respond to customers' orders and provide us with ample opportunities for growth.
- **Loyalty and Dedication:** The loyalty and dedication of our employees shall be essential to the prosperity of the organization. We recognize that corporate commitment to success should lead to the survival and prosperity of the products, and ultimately the organization as a whole.
- **Marketing Know-how:** In an increasingly competitive market there is need to aggressively market our business so as to be continuously at the top of our prospective and current client's minds. We intend to establish and dominate our presence on the World Wide Web, which will increase the knowledge of our products to the various market segments we shall be targeting. Web presence is a natural objective in reaching the appropriate potential customers. Well-done brochures, company profiles and business cards often have a triggering effect on clients contemplating on ordering our products. Hence this will undoubtedly generate increased sales of our products
- **Adherence to Stringent Values and Principles:** Great Plains Distillery needs to acknowledge the fact that the financial and strategic management of the business will ultimately determine its prosperity and success. Hence we intend to adhere to stringent values and principles that will enable such to be achieved.
- **Ownership:** The proposed legal form of ownership for Great Plains Distillery will be an LLC Corporation.

# Business Plan

## IV. Products

Great Plains Distillery's initial product lines will include the following four families of craft spirits. Although we intend on producing small batches of other craft spirits, these four main product lines will be the primary focus for Great Plains Distillery due to their current popularity among our targeted customer base.

- **Vodkas** - Currently vodkas remain the number one spirit of choice in the US for the Premium cocktail. Great Plains Distillery will produce an ultra-premium neutral vodka spirit.
- **Rums** - Following the current popularity of pirates and rums, mainly spiced, High Plains Distillery will produce premium craft rums utilizing Nebraska grown and produced sugar beet molasses.
- **Moonshine** - With Great Plains Distillery, being a Nebraska based company, it would only be proper for us to offer a premium version of an American classic.
- **Aged Whiskey**- Great Plains Distillery will produce a whiskey aged in Charred American White Oak Barrels before being bottled and sold.

RECEIVED  
NOV 21 2016  
NEBRASKA LIQUOR  
CONTROL COMMISSION

# Business Plan

## V. SWOT Analysis and Marketing Plan

We foresee our strengths as the ability to respond quickly to what the market dictates and to provide a craft distilled spirit in a growing market. In addition, through aggressive marketing and quality management we intend to become a well-respected and known entity in our respective industry. However we acknowledge our weakness of a small sized company without a lot of experience, and the threat of new competition taking aim at our niche. Below are the summarized strengths, weaknesses, opportunities and threats.

### Strengths

- Strategic market segmentation and implementation strategies.
- Diversified market segments: ensuring the lack of dependency on one particular market.
- An aggressive and focused marketing campaign with clear goals and strategies.
- Clear-cut channels of distribution.
- A product that capitalizes on the current growing trend of craft or boutique spirits.

### Weaknesses

- Lack of a reputation in comparison to our competitors.
- A limited financial base compared to the major players in the industry.
- Establishment on the Internet will produce technological challenges.

### Opportunities

- The new generation of individuals and families has a far greater appreciation of attractive packaging (image conscious).
- Internet marketing and sales.
- Increasing number of craft distilleries looking at penetrating the market.

### Threats

The present growth in the market may result in market saturation, through competition. This competition could emerge from a variety of given sources including:

- New marketing strategies and tactics by established products and companies.
- Existing competition
- Other start-up companies nationwide.

### Target Market Segment Strategy

Our marketing strategy will be based mainly on making the right product available to the right target customer. We will ensure that our products' prices take into consideration our target markets' financial situations and that these people appreciate the product and know that it exists, including where to find it. The marketing will convey the sense of quality in every picture, every promotion, and every publication. There is already a sense of segment strategy in the way we define our target market. We are choosing to compete in areas that lend themselves to competition, service and channel areas that match our strengths, and avoid our weaknesses. Our strategy calls for the development of relationships with suppliers, distributors and retailers to support our business. Regular visits will be undertaken to these areas so as to ensure that we are meeting their expectations. The quality of raw materials, will be evident in our products, and will serve to enhance the appearance of our customers, in turn adding to their status.

### Market Trends

Our target markets are increasingly growing towards recognizing the difference between



# Business Plan

poor quality spirits and those of high quality. This development is an important trend for us as it represents our target market. We now are having an increasing number of people who appreciate the availability of craft distilled, small batch premium spirits. With this in mind we intend to ensure that our packaging is attractive to our target market consumer.

## Strategy and Implementation Summary

Our marketing strategy emphasizes focus on our target consumer. This will be the key. We will be the new company and hence must focus on certain kinds of products with certain kinds of consumers. Initially Great Plains Distillery will focus on the local markets in NE, CO, and WY. Hence the form of growth that shall be initially pursued will be local growth. The target customers will include key decision-makers in the retail and clubs and lounges who often order or recommend on behalf of the whole organization, the aim being to obtain an initial order and fully satisfy the customer from then on.

- We are currently building image and awareness through consistency and distinctiveness in our product provision.
- We intend to focus on delivering quality products that in turn produce good referrals, which can then generate revenue. We intend to always be active in personal relationships with clients and strategic allies keeping abreast of their needs and wants.
- We are focusing advertising on several key medias.

## Marketing Strategy

One core element of our marketing strategy will be that of differentiation from our competitors. In terms of promotion, we intend to sell our company as a differentiated strategic ally, not just our products. In price, we intend to offer reasonable prices in line with the competition and we need to be able to sustain that. Market penetration through lower prices shall be undertaken where need be, while premium pricing will be the case of the upper-end of the market.

## Product Marketing

Our product marketing will emphasize the image of consuming our products, including The quality and refinement of our spirits. We intend to sell the opportunity to enjoy oneself amongst friends, family and/or colleagues. This will come out in our advertising, delivery and collateral such as sales literature and business cards. Our product marketing's most important challenge will be the problem of being accepted and appreciated on the market as a provider of quality products. Hence we intend to not only meet customers' expectations but to exceed them. We intend to focus on the individual or a group who wants to enjoy themselves through the consumption and appreciates what they're drinking says about them.

## Niche Market

Great Plains Distillery will be at the forefront of the craft distillery movement, and will be the first in this group to provide a Western Nebraska line of products to the consumer on a national market.

RECEIVED

NOV 21 2016

NEBRASKA LIQUOR  
CONTROL COMMISSION

# Business Plan

## VI. Operational Plan

### Production

All distillation, bottling and storage will occur within the initial Scottsbluff, NE facility with future product possibly being produced and stored at a second facility to be named later.

**Production will be outlined in the Operational Handbook and will include detailed instructions for the following procedures:**

- Incoming raw material quarantine for quality inspection
- FIFO (First In, First Out) inventory procedures
- Equipment inspection, sanitization and setup
- Raw materials and ingredients preparation
- Recipe procedures
- Distillation procedures and spirit testing
- Cutting, storage, blending and bottling
- Aging – and barrel rotation
- Inventory control will be handled with a limited ISO base procedure for inventory control with the use of an accounting software package TBD.
- Production control and finished product inventory will be tracked and controlled based upon Federal Government procedures for distilleries.
- Product research and development for new products will be handled on a small batch, 25 - 50 liter column/pot still – already owned. New products and recipe refinements would be ongoing to improve upon the products that we would already offer and remain inline with our consumer's requirements.
- Market research projects and marketing, including consumer polls, taste test, and ongoing surveying would provide new product direction and current product refinements.

RECEIVED

NOV 21 2016

NEBRASKA LIQUOR  
CONTROL COMMISSION

### Location

Great Plains Distillery will be a craft distiller of ultra-premium spirits with manufacturing headquarters in Scottsbluff, NE.

The benefits of operations based in Scottsbluff, NE include;

- Location to major interstate – reduced transportations cost for raw materials and final product.
- Lower then national average cost for leasing and/or purchasing commercial property.
- Reduced utility cost.
- Low cost of local labor.
- Central location for immediate distribution to NE, WY, CO.
- Ease and reduced cost for obtaining state licensing to produce distilled spirits.

### Inventory – Raw Materials

- All stocked inventory including both raw materials and finished goods will be stored and used based on the FIFO principal. The majority of raw materials inventory will be handled as just-in-time once vendor lead and shipping times have been established and verified.
- Some raw materials will require specialized storage including grains, potatoes, yeast, fresh fruit and juices and tanks for molasses to prevent spoilage and the infiltration of rodents and pest.
- Average value in stock of raw materials should be equal to a 30-45 day supply. Some

# Business Plan

- more perishable items including fresh fruits may only equal a 2 weeks on hand supply.
- Seasonal buildups will be planned for as demand requires. Marketing plans for product releases will define timeframes where demand for products will increase.

## Inventory – Finished Goods

- Finished goods inventory will be stocked for all non-aged products based upon a 30 – 45 day run rate for distribution.
- All aged rums and moonshines will be stocked based on marketing research suggestions (MRD)
- Tracking will be based upon federal requirements.

## Suppliers

Key suppliers:

- TBD – currently being investigated

RECEIVED

NOV 21 2016

NEBRASKA LIQUOR  
CONTROL COMMISSION

# Business Plan

## VII. Management and Organization

Day to day management of the organization will initially be handled by Austin Propp. During this time, Phillip Mitchell would be brought in to assist in the day to day accounting and materials control as required. A production manager will be brought on board and fully trained in production procedures when deemed necessary. Front office staff will be hired and trained as required. Initial marketing materials, direct mail, and press releases will be handled by Austin Propp with certain materials (graphics, logo's, business card design) outsourced to -TBD

## Professional and Advisory Support

ADI- American Distillers Institute

Backwards Distilling-Casper, WY

303 Distilling-Boulder, CO

Megan Dockery- Attorney

Dick Bretthauer- Farm Bureau Financial Services

**RECEIVED**

NOV 21 2016

**NEBRASKA LIQUOR  
CONTROL COMMISSION**

*Lease*

#13

LEASE

RECEIVED

This Lease made this 1<sup>st</sup> day of June, 2016 between MORGAN RENTALS, LLC, the Landlord, and GREAT PLAINS DISTILLERY, LLC, the tenant:

NOV 21 2016

NEBRASKA LIQUOR CONTROL COMMISSION

*applicant*

Witnesseth that in consideration of the payment of rent and the keeping and performance of the covenants and agreements by the said Tenant hereinafter set forth, the said Landlord, being the owner of the property hereinafter described, hereby leases unto the said tenant the following described premises in Scottsbluff, Nebraska, to-wit: Property description EX N 50' & EX PT of SE corner of LT 11, Blk 9, Third Add 23-42-55, otherwise known as 213 W Railway St, Scottsbluff, Nebraska.

*premise*

To Have and To Hold the same with all the appurtenances unto the said Tenant from the 1<sup>st</sup> day of June, 2016, at and for a rental of \$5700.00 per annum, to be paid according to the following schedule: the sum of \$475.00 per month commencing June 1<sup>st</sup>, 2016 and ending June 1st, 2018. Payment of the last month's rent ( May 1, 2018) shall also be paid at the time of the first monthly payment.

*fire*

The Tenant shall have two options to renew the term of this lease for an additional period not to exceed two years per option period, provided that the Tenant notifies the Landlord at least 180 days before the end of the three year primary term that it desires to renew the said Lease. This notice shall be in writing and addressed to the Landlord at the same address as where the current rental is being paid. The rental for the additional 1<sup>st</sup> option period shall be at a rental which shall be in keeping with the current rental market value and not to exceed 9% per annum.

*2 year renewal needs writing*

Tenant will pay for all utilities (water, sewer, gas, electricity, phone/internet). Tenant will pay for trash removal and maintenance of any security system. It will be the responsibility of the tenant to add any electrical wiring or plumbing that might be required for the installation of any equipment or appliances tenant requires in his business.

The Landlord warrants and represents that the exterior of the premises, including roof and walls will be continuously maintained by the Landlord during the term of this lease in good condition and repair, and the Landlord will make any structural renewals, repairs, and replacements necessary during the term of this lease including, but not limited to the heating and appurtenances , plumbing and other items in said building, except that portion of the interior of the demised premises which the Tenant agrees to

# Lease

#13

keep in reasonable condition and repair, except repairs made necessary by fire, the elements or other casualty, and at the termination of this lease to surrender the premises to the Landlord in substantially as good condition as when received ordinary wear and tear expected, damage by fire, the elements and other casualties excepted.

RECEIVED

If the premises shall be damaged by fire, the elements or other casualty, so that a part thereof shall remain tenantable and reasonable usable by Tenant in its business, and such damage can be repaired within 120 days from the date of damage, the Landlord shall proceed immediately to make and complete such repairs, and during the time of such partial occupancy, the Tenant shall pay rental in such proportion to the entire rental herein reserved that the space actually occupied bears to the entire space herein leased, provided that, if such repairs shall not be completed within 120 days from the date of damage, or if the space is not usable in the business of the Tenant, the Tenant shall have the right to terminate this lease by notice in writing to the Landlord, the Landlord shall refund any prepaid rentals.

The Landlord agrees to carry a public liability policy individually in the amount \$1,000,000 per occurrence and further, the Landlord will maintain and pay for fire and extended coverage insurance on the demised premises until Tenant commences business on or around January 1, 2017, including the building and appurtenances in which the demised premises are situated so as to provide the necessary funds for repair, replacement, or rebuilding in the event the building is damaged or destroyed. Upon commencement of business (on or around January 1, 2017) the Tenant will procure fire and extended coverage insurance of no less than \$85,000.00 on the demised premises so as to provide the necessary funds for repair, replacement, or rebuilding in the event the building is damaged or destroyed. The Tenant also agrees to provide liability insurance on the personal property located in the rented premises.

Indemnification of Landlord: Except for any damage or liability arising out of the negligence of Landlord, the Tenant covenants with Landlord and its successors in interest, that the Landlord hereunder shall not be liable for any damage or liability of any kind or for any injury to or death of persons or damage to property of Tenant or any other person, occurring during the term of this Lease, from any cause whatsoever, by reason of the use, occupancy and enjoyment of the Premises by the Tenant or any other person thereon or holding under or claiming directly or indirectly through the Tenant. Tenant will indemnify Landlord and save it harmless from and against any and all claims, actions, damages, liability and expense whatsoever in connection with loss of life, personal injury and/or damage to property arising from or out of any occurrence, whether

# Lease

#13

real or claimed in, upon or at the Premises or occasioned by the occupancy or use by Tenant of the Premises, or any part thereof, or any repairs, or alterations, which the Tenant may make upon the Premises or occasioned wholly or in part by any act or omission of Tenant, its agents, contractors, employees, servants, sub-tenants or concessionaires. In such case, if Landlord shall, without fault on its part, be made a party to any litigation commenced by or against Tenant, then Tenant shall protect and hold Landlord harmless and shall pay all costs, expenses, including reasonable attorney's fees and investigator's fees incurred or paid by in connection with such litigation.

**Indemnification of Tenant:** Except for any damage or liability arising out of the negligence of Tenant, the Landlord covenants with Tenant and its successors in interest, that the Tenant hereunder shall not be liable for any damage or liability of any kind or for any injury to or death of persons or damage to property of Landlord or any other person, occurring during the term of this Lease. Landlord will indemnify Tenant and save it harmless from and against any and all claims, actions, damages, liability and expense whatsoever in connection with loss of life, personal injury and/or damage to property arising from or out of any occurrence, whether real or claimed in, upon or at the Premises or occasioned wholly or in part by any act or omission of Landlord, its agents, contractors, employees, servants, or concessionaires. In such case, if Tenant shall, without fault on its part, be made a party to any litigation commenced by or against Landlord, then Landlord shall protect and hold Tenant harmless and shall pay all costs, expense, including reasonable attorney's fees and investigator's fees incurred or paid by in connection with such litigation.

The Landlord will pay for all taxes or assessments levied or assessed on the demised premises and the property in which the demised premises are situated with the exception of the Tenant's own personal property taxes, during the term of this lease when due and payable.

If the Tenant installs, at its expense, any shelving, light fixtures, portable or temporary partitions, room dividers, advertising signs, roof antennae or other trade or business fixtures or equipment used in the operation of its business whether attached or not, the Tenant may, at its election, remove any or all of the same, provided that in such removal the Tenant shall repair any damage occasioned to the premises, ordinary wear and tear excepted.

-3-

RECEIVED

NOV 21 2016

NEBRASKA LIQUOR  
CONTROL COMMISSION

# Lease

#13

Tenant shall be responsible for the maintenance and replacement of all glass in exterior walls in the demised premises and the tenant shall also be responsible for the maintenance and replacement of any glass in the interior of the demised premises.

The tenant shall have the right to sublease all or any portion thereof only with prior permission of the Landlord, which permission shall not be unreasonably withheld. Tenant shall be responsible for the full payment of the rentals as provided in this lease.

Tenant agrees and understands that the demised premises are for commercial use only and not for residential use by Tenant or by any other person who may sublet a portion of the premises.

In the event the demised premises, or any part thereof, including the parking area, shall be taken and condemned for public purposes by proper authorities, then and in that event the rental shall be adjusted in a fair and appropriate manner depending upon the portion of the premises so taken or this lease may be terminated by the Tenant. Otherwise, insofar as the remainder of the demised premises is concerned the said lease shall remain in full force and effect at the option of the Tenant. It is further agreed that in the event of condemnation proceedings, the Landlord and the Tenant shall each be entitled to such portion as may be attributable to the portion so taken, of any amount that may be awarded as damages or paid as the result of such proceedings or as the result of any agreements made relating thereto.

The Tenant is hereby given the right at all times during the term of this lease or any extension thereof to maintain a free standing sign, a sign on the building adjoining the demised premises, a sign on the door proved the same shall be done and maintained at the sole cost of the Tenant and in compliance with any and all governmental regulations affecting the same.

The Tenant shall keep the sidewalks which adjoin the demised premises clear and free of snow at its own expense.

In the event of a default on the part of the Tenant, the Tenant shall have 15 days after notice in writing if said default is for the payment of rent or any other monies due, in which to correct same and for any other default, 30 day's notice in which to commence to correct such default and proceed diligently thereafter to complete same, it being understood that any matters beyond the control of the Tenant shall extend said time.

RECEIVED

NOV 21 2016

NEBRASKA LIQUOR  
CONTROL COMMISSION



# Lease

#13

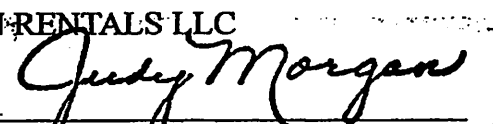
-4-

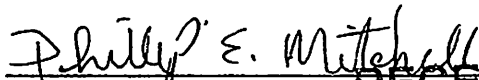
In the event of a bonafide offer to purchase the property, of which the Premises are a part, Landlord herewith agrees that Tenant shall be given a "right of refusal". Notification to the Landlord of the exercising of Tenant's right of refusal shall occur in writing by certified mail within ten (10) business days of receipt of notification by the Landlord and shall be accompanied by a certified check matching the earnest money of said bonafide offer. In the event, Tenant elects not to exercise this Right of Refusal and in the event of any sale of the Building, by Landlord, including, without limitation, sales by foreclosure or a deed in lieu thereof, Landlord shall be, and is, entirely freed and relieved of all liability under any and all of its covenants and obligations contained in or derived from this Lease arising out of any act or omission occurring after the consummation of such sale; and the purchaser shall, during the period of its ownership, be deemed without any further agreement between the parties to have assumed and agreed to carry out any and all of the covenants and obligations of Landlord under this Lease. All subsequent purchasers shall similarly be freed and relieved of all liability hereunder subsequent to the date of such sale by them. In the event of any such sale, Tenant agrees to attorn to and become Tenant of Landlord's successor-in-interest, and Landlord shall request that such successor(s)-in-interest, as a part of the purchase of the Premises, execute a copy of this Lease, and thereby agree to be bound by its terms.

The Tenant, Great Plains Distillery LLC, shall have the right to nullify this lease within the first six (6) months after the date of signing the lease should necessary permits and licenses not be obtained to conduct their specific business.

Executed by:

  
By: Vernon E Morgan

MORGAN RENTALS LLC  
  
By: Judy Morgan

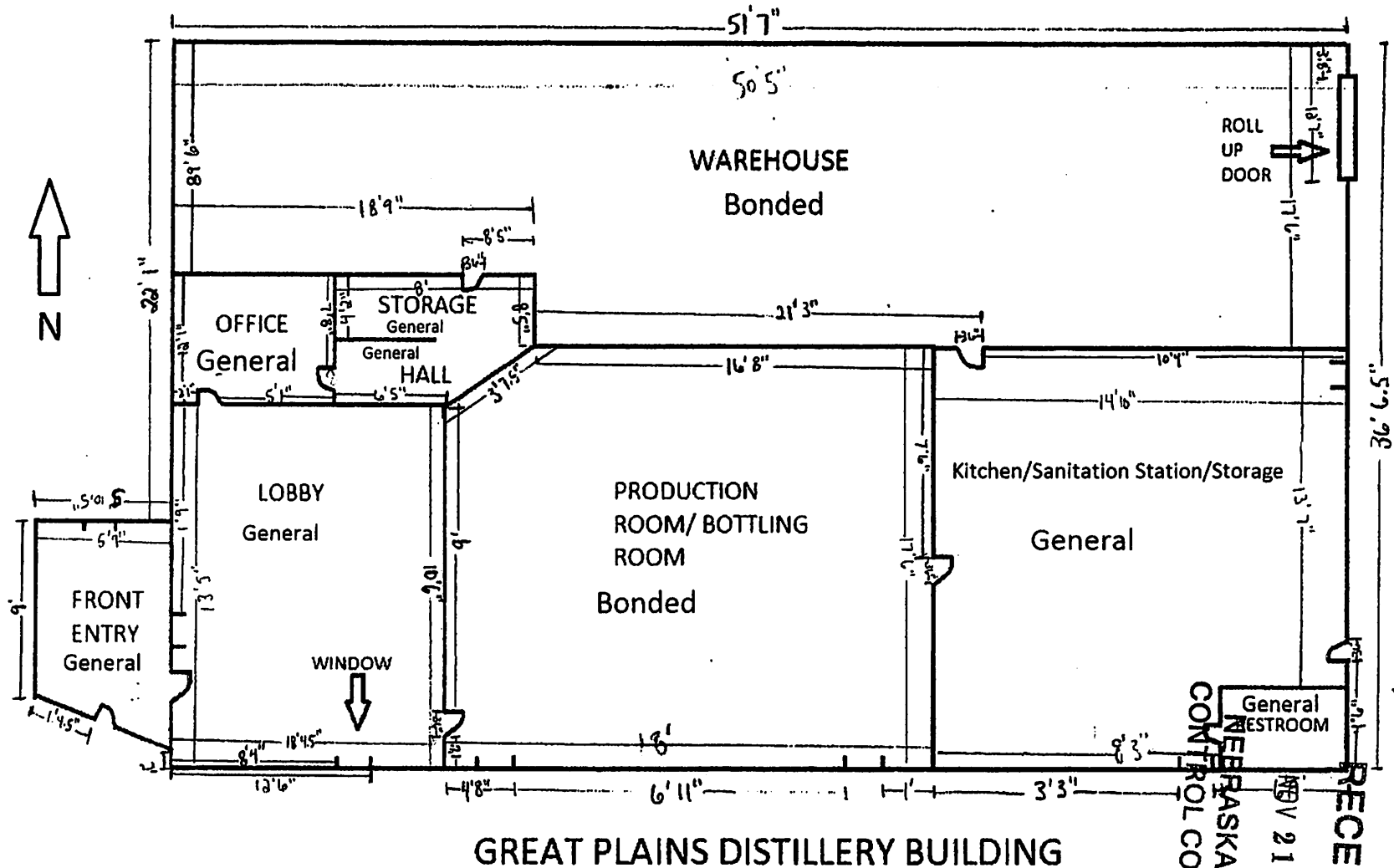
GREAT PLAINS DISTILLERY LLC  
  
By: Phillip E Mitchell

NOV 21 2016

NEBRASKA LIQUOR  
CONTROL COMMISSION

-5-

one story building approx 37 x 58



GREAT PLAINS DISTILLERY BUILDING

RECEIVED  
 FEB 21 2016  
 NEBRASKA LIQUOR  
 CONTROL COMMISSION

**CHECK LIST****Neb. Rev. Stat. §53-132 (Reissue 2010)**

Council should determine the propensity of whether or not to grant the liquor license that has been requested. In that regard, suitability and fitness and the following four criteria are most important:

- (2)(a) Applicant is fit, willing and able to provide the service proposed.
- (2)(b) Applicant can conform to all laws.
- (2)(c) Applicant has demonstrated that the type of management and control exercised over the licensed premises will be sufficient to ensure conformance with law.
- (2)(d) Issuance of the license is or will be required by the present or future public convenience and necessity.

In making its determination Council may also consider as the Nebraska Liquor Control Commission will consider, the following. The Council should not base its recommendation on any of the following criteria, but may chose to comment to the Commission about one or more of the criteria:

- (3)(b) Citizen's protest.
- (3)(c) Existing population/growth.
- (3)(d) The nature of the neighborhood around the location.
- (3)(e) Existence of other licenses.
- (3)(f) Existing motor vehicle and pedestrian traffic in the vicinity.
- (3)(g) Adequacy of existing law enforcement.
- (3)(h) Zoning restrictions.
- (3)(i) Sanitary conditions.
- (3)(j) Whether the type of business or activity proposed will be consistent with the public interest.

---

**\*OTHER COUNCIL CONCERNS**



## Memorandum

**To:** THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL  
**From:** Kevin Spencer, Chief of Police  
**Date:** 12/30/2016  
**Re:** Application for a Class Z Liquor License number Z - 121072, Great Plains Distillery LLC dba: Great Plains Distillery 213 W Railway Street, Scottsbluff, NE 69361

---

**AUTHORITY:** The Scottsbluff Police Department reports specific information to the City Council whenever a liquor license application is presented. The information furnished by the Police Department conforms to Chapter 53, Reissue Revised Statutes of Nebraska 1943, and Section 53-132, which outlines the factors which the Commission may consider in granting a liquor license.

### COMMENTARY

#### **53-132: Section 2**

**(A) The applicant is fit, willing and able to properly provide the service proposed within the city where the premises described in the application are located:**

I conducted a background check on Phillip Mitchell and Austin Propp the owners of Great Plains Distillery as a means to determine their fitness to hold a liquor license.

**Phillip Mitchell** reported an "Open Alcohol Container" violation in ST. Paul, Nebraska June of 2004 and "no valid registration" in Scottsbluff, NE April, 2009.

**Austin Propp** reported the following criminal history; Speeding – Morrill County August 2006, Speeding - Scottsbluff, NE February 2007, Possession of Drug Paraphernalia – Scotts Bluff County NE February 2012, DUI 1<sup>st</sup> offense - Scottsbluff, NE May 2012, Stop Sign Violation - Scottsbluff, Ne September 2013, Fail to Yield - Williston ND May 2015 and DUI 2<sup>nd</sup> Offense – Scotts Bluff County November 18, 2016.

In considering if the applicants are fit, willing and able to have a liquor license I have found no information to disqualify Phillip Mitchell. However, because of Austin Propp's criminal history and recent arrest for DUI one has to question his willingness and fitness to have a liquor license. In working with Trooper Jackson, Nebraska State Patrol he has indicated that he will require a "Show of Cause" hearing requiring both Phillip Mitchell and Austin Propp to appear before the Nebraska Liquor Commission because of Austin's criminal history.

Phillip Mitchell and Austin Propp appeared before the City of Scottsbluff Liquor License Holders Investigatory Board. After much discussion the board approved a positive recommendation to council.

**The applicant can conform to all provisions, requirements, rules and regulations provided for in the Nebraska Liquor Control Act:**

Any operator must adhere to the existing laws while doing business in the community and adhere to acceptable business practices.

Neither Phillip Mitchell nor Austin Propp have experience in the alcohol industry other than Phillip Mitchell has been working with other distillers in Casper, Wyoming and Boulder, Colorado in an effort to learn the distillation process.

Both Mitchell and Propp have stated that they will be attending the Nebraska State Patrol Responsible Beverage Servers Training. For the time they will be the only employees of the business.

The applicant appears to have the ability and willingness to conform to language within the Nebraska Liquor Control Act.

- (B) The applicant has demonstrated that the type of management and control exercised over the licensed premises will be sufficient to insure that the licensed business can conform to all provisions, requirements, rules and regulations provided for in the Nebraska Liquor Control Act:**

On Wednesday December 28, 2016 I made a sight visit to Great Plains Distillery. In talking to Mitchell he told me that the business will have security cameras on the inside and outside as well as an intrusion alarm for after hours. Mitchell explained that in the beginning they will only sell to a wholesaler. Mitchell further explained that in the future they may have some tastings, which the Class Z license allows.

It should also be noted that Great Plains Distillery currently has the required federal license which is a process similar to the state liquor license.

The applicant appears committed to complying with all provisions, requirements, rules and regulations provided for in the Nebraska Liquor Control Act.

- (C) The issuance of the license is or will be required by the present or future public convenience and necessity:**

Initially the hours of operation will not be a concern as the business will only sell to a wholesaler. Austin told me that in the future when the business does have tastings they will only invite small groups of about 10 to those type of events.

Oversight and accountability will be a priority for the applicant as it relates to the sale of alcoholic beverages.

#### **SPECIFIC ISSUES COMMISSION MAY CONSIDER**

- (D) The existence of a citizen's protest made in accordance with Section 53-133:**

There have been no known citizen protests of this business.

- (E) The nature of the neighborhood or community of the location of the proposed licensed premises:**

The business is located at 213 W Railway St Scottsbluff, NE. The owners do not anticipate come and go customers. In the future if there are events or retail sales, parking and pedestrian traffic should not be an issue.

- (F) The existence or absence of other retail licenses or bottle club licenses with similar privilege within the neighborhood or community of the location or the proposed licensed premises.**

There are no other businesses of this type in the area or in the City of Scottsbluff.

**The existing motor vehicle and pedestrian traffic flow in the vicinity of the proposed licensed premises:**

Although no recent traffic studies have been completed regarding motor vehicle traffic of the general area, the traffic flow is not of concern at this time nor is pedestrian traffic.

**(G) The adequacy of existing law enforcement:**

The Scottsbluff Police Department is allowed 31 full time officers in the department and handled approximately 13,550 calls for service, not including traffic citations during 2015. The number of liquor licenses within the jurisdictional boundaries of the Police Department, regardless of the class, continues to be a concern to the Police Department and even routine monitoring of their business practices is difficult. Compliance checks continue to remain a concern to those businesses that sell alcohol to minors. The Nebraska State Patrol has assumed liquor law enforcement duties and their wide jurisdiction generally precludes any particular focus in the city.

**(H) Whether the type of business or activity proposed to be operated in conjunction with the proposed license is and will be consistent with the public interest:**

The Police Department would reserve making any statement which would indicate that the sale of alcohol is consistent with the public interest.

Adequate staffing and training, as well as close supervision of patrons are important. Cooperation with the Police Department by management will help to eliminate or diminish potential problems with violations.

**EXHIBIT IV**

# Memo

**Date:** December 19, 2016

**To:** Honorable Mayor Meininger and Members of the City Council

**From:** Cindy Dickinson, City Clerk

**CC:** Nathan Johnson, City Manager

**Re:** Great Plains Distillery, LLC, 213 West Railway St., Scottsbluff, NE Class Z-121072 License

The city clerk is required by ordinance to report specific information to the city council whenever a liquor license application hearing is held.

Following are the existing licenses, their class, address and proximity to other licensed premises:

**Class of License**

Class A	Beer only, for consumption on premises
Class B	Beer only, for consumption off premises
Class C	Alcoholic liquors, for consumption on and off premises
Class D	Alcoholic liquors, including beer, for consumption off premises
Class I	Alcoholic liquors, for consumption on the premises
Class W	Wholesale beer
Catering	Alcohol permitted by licensee's retail license, sold or served at events covered by special designated licenses

**Class A Licenses**

**Restaurants**

Pizza Hut of Scottsbluff, Inc.  
Mast Enterprises, Inc. dba Godfather Pizza

726 West 27<sup>th</sup> Street  
2203-07 Broadway

**Total Class A Licenses**                      **2**

**Class B Licenses**

**Convenience Stores**

**Total Class B Licenses**                      **0**

### Class C Licenses

#### Restaurants

El Charrito Restaurant & Lounge, Inc .  
Tangled Tumbleweed  
MJ's Restaurant  
Las VII Americas Tortilleria (pending)

802 21<sup>st</sup> Avenue  
1823 Ave. A  
2615 5<sup>th</sup> Ave.  
1619 East Overland

#### Hotel/Motel

Holiday Inn Express  
Candlelight Inn & Lounge

1821 Frontage Rd.  
1822 East 20<sup>th</sup> Place

#### Taverns/Lounges

Hight's Tavern  
Silver Saddle Lounge  
Shots Bar and Grill  
Bob's Garage & Bar  
Lucky Keno LLC dba FrontSide  
Backaracks Bar & Grille  
16<sup>th</sup> Empire (PENDING)

20 West 18<sup>th</sup> Street  
1901-B 21<sup>st</sup> Ave.  
1722 Broadway  
1907 Broadway  
1001 Avenue I  
1402 East 20<sup>th</sup> St.- Suite B  
1605 Ave. A

#### Retail

Racks (Catering)  
Panhandle Cooperative Assn. (Catering)  
Kelley's Liquor (Catering)

1402 East 20<sup>th</sup> St.- Suite A  
401 S. Beltline Hwy West  
817 West 27<sup>th</sup> Street

#### Clubs

Elks BPO Lodge 1367

1614 1<sup>st</sup> Avenue

#### Bowling Alleys

Valley Bowl Fun Center

1702 17<sup>th</sup> Ave.

**TOTAL CLASS C LICENSES**

**18 (2 pending)**

### Class D Licenses

#### Grocery Stores

Safeway of Western Nebraska

#### Convenience Stores

5<sup>th</sup> & O Eastco  
Scottsbluff Watering Hole  
Big Bats  
Panhandle Coop Assn.  
Git N Split  
Cheema's Gas & Liquor  
Route 26 Mart  
Maverik Stores Inc.,  
La Bamba  
Walgreens

601 Broadway

503 East Overland  
121 W 27<sup>th</sup> Street  
902 West Overland  
3302 Ave. B  
506 West 27<sup>th</sup> Street  
2002 Avenue I  
1722 E 20<sup>th</sup> Street  
920 West 36<sup>th</sup> St.,  
721 East Overland  
205 West 27<sup>th</sup> Street

#### Liquor Stores

Dermer's  
Cigarette Chain

1311 E Overland Dr.  
323 East Overland

#### Discount/Grocery Stores

Big Kmart #7024  
Wal-Mart Supercenter #867

802 East 27<sup>th</sup> Street  
3322 Avenue I

**TOTAL CLASS D LICENSES**

**15**



## **CLASS I LICENSES**

### **Restaurants**

Rosita's  
Chili's Grill & Bar  
Wonderful House Restaurant  
Taco de Oro  
Whiskey Creek Steakhouse  
Ole, LLC  
Oriental House  
Emporium Coffeehouse & Cafe  
San Pedro Mexican Restaurant  
Sam & Louie's Pizzeria  
Taco Town  
Prime Cut  
The Shed

1205 East Overland  
826 West 36<sup>th</sup> St.  
829 Ferdinand Plaza  
2601 Avenue I  
1802 E 20<sup>th</sup> Place  
1901 East 20<sup>th</sup> Street  
1502 E. 20<sup>th</sup> St.  
1818 1<sup>st</sup> Avenue  
23 West 27<sup>th</sup> St.  
1522 Broadway  
1007 West 27<sup>th</sup> St.  
305 West 27<sup>th</sup> St.  
18 West 16<sup>th</sup> St.

### **Theater**

### **Hotel/Motel**

Hampton Inn & Suites

301 W Hwy 26

**TOTAL CLASS I LICENSES            14**

## **Class W Licenses**

### **Wholesale**

High Plains Budweiser

2810 Ave M

**TOTAL CLASS W LICENSES            1**

## **TOTAL LICENSES**

Class A	2
Class B	0
Class C	18 (2 pending)
Class D	15
Class I	14
Class W	1
<b>TOTAL LICENSES</b>	<b>50 (2 pending)</b>

# Memo



**Date:** December 21, 2016  
**To:** Honorable Mayor and City Council  
**From:** Staff, Development Services  
**CC:** Nathan Johnson  
**Re:** Class "Z" Liquor License Application  
Great Plains Distillery  
213 W Railway Street  
Scottsbluff, NE 69361

**Action:**

---

Great Plains Distillery has applied for a Class "Z" Liquor License to distill liquor for wholesale distribution at their facility located at 213 W Railway Street.

The Development Services Department is required by Article 1, Chapter 11 of the Scottsbluff Municipal Code to report specific information to the Mayor and City Council whenever a liquor license application hearing is held. In accordance with that directive the following information is offered:

- (1) The property at 213 W Railway Street is situated in a C-3 (Heavy Commercial) zoning district. While "microdistillery" is not a defined use in the City's municipal zoning code, "beverage bottling plants" are an allowable use in the C-3 zone. In addition, the use as a microdistillery is consistent with the intent of the C-3 zoning district, which is stated as follows: "The intent of a C-3 Heavy Commercial Zone is a zone designed primarily for warehousing, distribution centers, and minimum light manufacturing and processing." (City's Zoning Ordinance, Chapter 25, of the City's Municipal Code of Ordinances.)
- (2) For the proposed use as a wholesale, warehousing, or manufacturing facility, there is one parking space required per 1000 square feet of gross floor area, so for the applicant, with a building of approximately 1899 square feet, 2 parking spaces are required. There appears to be adequate parking available on site to meet this need.
- (3) The use of this property is consistent with the surrounding neighborhood, which is generally commercial in nature.
- (4) There are no churches, schools, or other similar institutions within 300 feet of the subject property.
- (5) The existing population of Scottsbluff is approximately 15,039.

# **City of Scottsbluff, Nebraska**

**Tuesday, January 3, 2017**

**Regular Meeting**

## **Item Pub. Hear.2**

**Council to consider appointing Phillip Mitchell as manager of the Great Plains Distillery Class Z Liquor License.**

**Staff Contact: Cindy Dickinson, City Clerk**

# **City of Scottsbluff, Nebraska**

**Tuesday, January 3, 2017**

**Regular Meeting**

## **Item Pub. Hear.3**

**Council to conduct a public hearing at 6:05 p.m. to consider a rezone of properties located at 2214, 2218, and 2222 1st Ave. situated in the NE ¼ of Block 22, No. Scottsbluff Add., City of Scottsbluff, NE, from R-1a Residential to C-1 Central Business District and approve the Ordinance.**

**Staff Contact: Annie Folck, City Planner**

# Agenda Statement

Item No.

For meeting of: January 3, 2017

**AGENDA TITLE:** Hold Public Hearing for Rezone of properties located at 2214, 2218, and 2222 1<sup>st</sup> Ave, situated in the NE ¼ of Block 22, North Scottsbluff Addition, City of Scottsbluff, Scotts Bluff County, Nebraska, from R-1a Residential to C-1 Central Business District.

**SUBMITTED BY DEPARTMENT/ORGANIZATION:** Development Services

## PRESENTATION BY:

**SUMMARY EXPLANATION:** The applicant(s), Magnet Solutions, Inc., have requested a rezone of properties located at 2214, 2218, and 2222 1st Ave, also known as Tax Lot 4, the South 1/3 of the NE ¼, also known as Tax Lot 1, the East 100 feet of the North 50 feet of the NE ¼, East 100 Feet of the South ½ of the North 2/3 of the NE ¼, and West 50 Feet of the North 100 Feet of the NE ¼ of Block 22, North Scottsbluff Addition, City of Scottsbluff, Scotts Bluff County, Nebraska, from R-1a Residential to C-1 Central Business District.

These properties are currently zoned R-1A - single family residential. The properties to the west are C-1 commercial, and the properties to the east are R-1A. The future land use map in the Comp Plan shows this as a transition area between the C-1 zone to the west and the R-1A zoning to the east, so either R-1A or C-1 zones could be acceptable in this area. 1<sup>st</sup> Ave will provide a buffer between these properties and the residential properties to the east.

**BOARD/COMMISSION RECOMMENDATION:** The Planning Commission at their regular meeting of December 12, 2016 made positive recommendation to City Council (see attached minutes)

**STAFF RECOMMENDATION:** Approve rezone of properties located at 2214, 2218, and 2222 1st Ave, situated in the NE ¼ of Block 22, North Scottsbluff Addition, City of Scottsbluff, Scotts Bluff County, Nebraska, from R-1a Residential to C-1 Central Business District and adopt the Ordinance.

---

## EXHIBITS

Resolution      Ordinance      Contract      Minutes x      Plan/Map x

Other (specify) ☐ \_\_\_\_\_

**NOTIFICATION LIST:** Yes    No X    Further Instructions ☐

**APPROVAL FOR SUBMITTAL:** \_\_\_\_\_  
City Manager

---

**Planning Commission Minutes  
Regular Scheduled Meeting  
December 12, 2016  
Scottsbluff, Nebraska**

The Planning Commission of the City of Scottsbluff, Nebraska met in a regular scheduled meeting on Monday, December 12, 2016, 6:00 p.m. in the City Hall Council Chambers, 2525 Circle Drive, Scottsbluff, Nebraska. A notice of the meeting had been published in the Star-Herald, a newspaper of general circulation in the City, on December 2, 2016. The notice stated the date, hour and place of the meeting, that the meeting would be open to the public, that anyone with a disability desiring reasonable accommodation to attend the Planning Commission meeting should contact the Development Services Department, and that an agenda of the meeting kept continuously current was available for public inspection at Development Services Department office; provided, the City Planning Commission could modify the agenda at the meeting if the business was determined that an emergency so required. A similar notice, together with a copy of the agenda, also had been delivered to each Planning Commission member. An agenda kept continuously current was available for public inspection at the office of the Development Services Department at all times from publication to the time of the meeting.

**ITEM 1:** Vice Chairman, Angie Aguallo called the meeting to order. Roll call consisted of the following members: Anita Chadwick, Angie Aguallo, David Gompert, Jim Zitterkopf, Dana Weber, and Becky Estrada. Absent: Callan Wayman, Henry Huber, Mark Westphal. City officials present: Annie Folck, Planning Coordinator, Gary Batt, Code Administrator II, and Anthony Murphy, Fire Prevention Officer.

**ITEM 2:** Vice Chairman Aguallo informed all those present of the Nebraska Open Meetings Act and that a copy of such is posted on bookcase in the back area of the City Council Chamber, for those interested parties.

**ITEM 3:** Acknowledgment of any changes in the agenda: None

**ITEM 4:** Business not on agenda: None

**ITEM 5:** Citizens with items not scheduled on regular agenda: None

**ITEM 6:** The minutes of September 12th were reviewed. There was not a quorum of members present who had been present at the previous meeting to approve the minutes, so this item was tabled until the next meeting.

**ITEM 7A:** The applicant(s), Magnet Solutions, Inc., has requested a rezone of properties located at 2214, 2218, and 2222 1st Ave, also known as Tax Lot 4, the South 1/3 of the NE ¼, also known as Tax Lot 1, the East 100 feet of the North 50 feet of the NE ¼, East 100 Feet of the South ½ of the North 2/3 of the NE ¼, and West 50 Feet of the North 100 Feet of the NE ¼ of Block 22, North Scottsbluff Addition, City of Scottsbluff, Scotts Bluff County, Nebraska, from R-1a Residential to C-1 Central Business District.

These properties are currently zoned R-1A - single family residential. The properties to the west are C-1 commercial, and the properties to the east are R-1A. The future land use map in the Comp Plan shows this as a transition area between the C-1 zone to the west and the R-1A zoning to the east, so either R-1A or C-1 zones could be acceptable in this area. 1<sup>st</sup> Ave will provide a buffer between these properties and the residential properties to the east. There are R-1A properties south of the proposed rezone area. Two of the three lots proposed to be rezoned are already being used as a parking lot for the business to the west, Magnet Solutions. The commercial use of this property is preexisting, nonconforming. The remaining lot is currently a rental house. The property owners approached the City about expanding their parking to the lot where the rental house sits and were informed that in order to do so, the property would have to be rezoned.

56 Donald Mai, property owner at 2210 1<sup>st</sup> Ave, spoke against the proposed zoning change, stating that he  
57 lives adjacent to the proposed rezone. He believed that the parking lots north of him were a code  
58 violation, since the property is currently zoned residential. He stated that there are other vacant  
59 commercial lots about a block away that the business could purchase and have resurfaced to be used as  
60 parking lots. He sent an e-mail to Council addressing several concerns he and his wife have about the  
61 proposed rezone, as well as many of their concerns about the City's code enforcement. He also stated  
62 that they have invested a lot of money in their home, increasing the valuation, and they are concerned  
63 about the state of the fence behind the property belonging to Magnet Solutions. He said that if the  
64 property is rezoned, they would like to see some sort of buffer between the commercial properties and  
65 residential. He also has a lot of concerns about noxious weeds and trash and other code violations. He  
66 stated that quality of place is important to a community, and that properties should be kept up.

67  
68 Rae Ann Schmitz, property owner at 2121 1<sup>st</sup> Ave, stated that the neighborhood located on 1<sup>st</sup> Ave from  
69 20<sup>th</sup> St to 23<sup>rd</sup> St is in transition, with the quality of the neighborhood deteriorating. She has concerns  
70 about the appearance of the neighborhood. She feels that garbage is a problem, as well as rental  
71 properties that are not well-maintained. She is concerned about some of the consequences of rezoning  
72 these properties to commercial. The property across the street from her house is commercial, and they  
73 installed a sign that would shine into her windows at night. The City required them to change the sign, as  
74 it did not meet the requirements of the City's sign code, but she is concerned that the commercial zone  
75 will keep creeping into the residential area.

76  
77 David Brostrom, representative for Magnet Solutions, stated that the areas they are currently using for  
78 parking are preexisting nonconforming. These parking lots have been in use since the business property  
79 was a bowling alley many years ago. He stated that the other vacant lots referred to by Mai are privately  
80 owned and are not currently set up as parking. The business has looked into what it would cost to  
81 purchase these properties, and the cost is prohibitive. Their business is expanding, looking at adding 20-  
82 30 employees in the near future, and they want to reduce parking on the street by providing their own on-  
83 site parking. They would move the house on the south lot and resurface the entire area with asphalt,  
84 which would help with the problem with weeds. The area is already somewhat congested near the middle  
85 school, and the proposed changes would actually clean the area up and help with some of the issues  
86 raised.

87  
88 Mai stated that he did not agree, stating that they had not maintained their property until they applied for a  
89 rezone, at which point they started to clean things up. He stated that he would like to get everyone on  
90 their block to fix up their properties.

91  
92 Gompert asked what kind of fence would be required between the commercial property and residential  
93 property. Batt stated that there would have to be a 6' opaque fence to screen the commercial property  
94 from the residential.

95  
96 Weber asked if a preexisting non-conforming use could continue to be used as such even after a property  
97 sells. Folck stated that yes, it can, as long as it is continually in use. If it is vacant for a year or more, the  
98 property loses its status as preexisting nonconforming and must come into compliance with the current  
99 zoning.

100  
101 Gompert asked if the biggest concern from the neighbors was housekeeping. Mai said yes, their biggest  
102 concern was garbage and weeds. Gompert asked if the proposed parking expansion would be enough  
103 parking for the business. Brostrom stated that it would be enough for the immediate expansion of 20-30  
104 employees.

105  
106 Weber stated that the proposed rezone leaves a small area, 3 lots, of R-1, between the C-1 on the north  
107 and C-1 on the south. In the future, he thought it would make sense for the whole block to go to C-1. He  
108 asked if the business would stay in that location or move as it expands. Brostrom stated that currently the  
109 business is renting parts of the building out, and as they grow, they could move tenants out to provide  
110 enough space for their growing business. They purchased another parcel with the intent of providing  
111 additional parking. If the rezone is approved, there will be 3 residential properties left on the block, and

Magnet Solutions owns one of them. He stated that the entire block could become commercial eventually, with the street providing a buffer between the commercial properties and the residential area to the east. He stated that they hope to move the house and expand parking within 1-2 years, which will help alleviate some of the parking issues around the middle school.

Weber asked if increased traffic was a concern with the school in that area. Aguillo stated that typically students are dropped off at school by 7:45, and they are released at 3:00. Brostrom stated that their work hours are 8:30-5:30, so the overlap of traffic should be minimal.

Roland Ravert, property owner at 2224 2<sup>nd</sup> Ave, stated that kids get dropped off from about 6:30 am on, and that after 3:00 there is very heavy congestion in the area. He also stated that in a parking lot that their church installed in the area, a lot that was about 40-140 provided 14-16 parking stalls, so that is probably similar to the amount of parking that could be added by moving the house and providing parking on the lot located at 2214 1<sup>st</sup> Ave.

Mai stated that the long term plan Magnet Solutions would disrupt the other businesses currently leasing space in their building as well as the tenants in the house that is to be moved. He stated that there are only two properties located on the block that Magnet Solutions does not currently own, and they should have approached the neighbors to ask if they had any interest in selling so that the whole block could be rezoned to Commercial.

Zitterkopf asked if the business had any walk-in traffic, or if the traffic generated by the business was mostly from employees. Brostrom stated that it was just employees, and there was very little foot traffic. He stated that there was not much coming and going, with employees typically staying there all day unless they were to leave for a lunch break.

**Conclusion:** A motion was made by Weber and seconded by Gompert to recommend to Council the approval of a rezone of properties located at 2214, 2218, and 2222 1st Ave, also known as Tax Lot 4, the South 1/3 of the NE ¼, also known as Tax Lot 1, the East 100 feet of the North 50 feet of the NE ¼, East 100 Feet of the South ½ of the North 2/3 of the NE ¼, and West 50 Feet of the North 100 Feet of the NE ¼ of Block 22, North Scottsbluff Addition, City of Scottsbluff, Scotts Bluff County, Nebraska, from R-1a Residential to C-1 Commercial from R-1A Residential to C-1 – Central Business District move forward with the annexation of the proposed areas. **“YEAS”:** Aguillo, Zitterkopf, Gompert, Weber, Chadwick, and Estrada. **“NAYS”:** None. **ABSTAIN:** None. **ABSENT:** Wayman, Westphal, and Huber. Motion carried.

**ITEM 7B:** Folck stated that it is time to elect officers for the year. Each term is for 1 year, and in the past it has been customary for officers to serve three consecutive terms. Estrada has been serving as Chairperson and Aguillo has been serving as vice-chairperson for the past two years.

**Conclusion:** A motion was made by Weber and seconded by Aguillo to elect Estrada as chairperson. **“YEAS”:** Aguillo, Zitterkopf, Gompert, Weber, Chadwick, and Estrada. **“NAYS”:** None. **ABSTAIN:** None. **ABSENT:** Wayman, Westphal, and Huber. Motion carried.

A motion was made by Weber and seconded by Gompert to elect Aguillo as vice-chairperson. **“YEAS”:** Aguillo, Zitterkopf, Gompert, Weber, Chadwick, and Estrada. **“NAYS”:** None. **ABSTAIN:** None. **ABSENT:** Wayman, Westphal, and Huber. Motion carried.

**ITEM 8: Unfinished Business:** None.

There being no further business, a motion to adjourn was made by Weber and seconded by Gompert. The meeting was adjourned at 6:55 p.m. **“YEAS”:** Aguillo, Zitterkopf, Gompert, Weber, Chadwick, and Estrada. **“NAYS”:** None. **ABSTAIN:** None. **ABSENT:** Wayman, Westphal, and Huber. Motion carried.



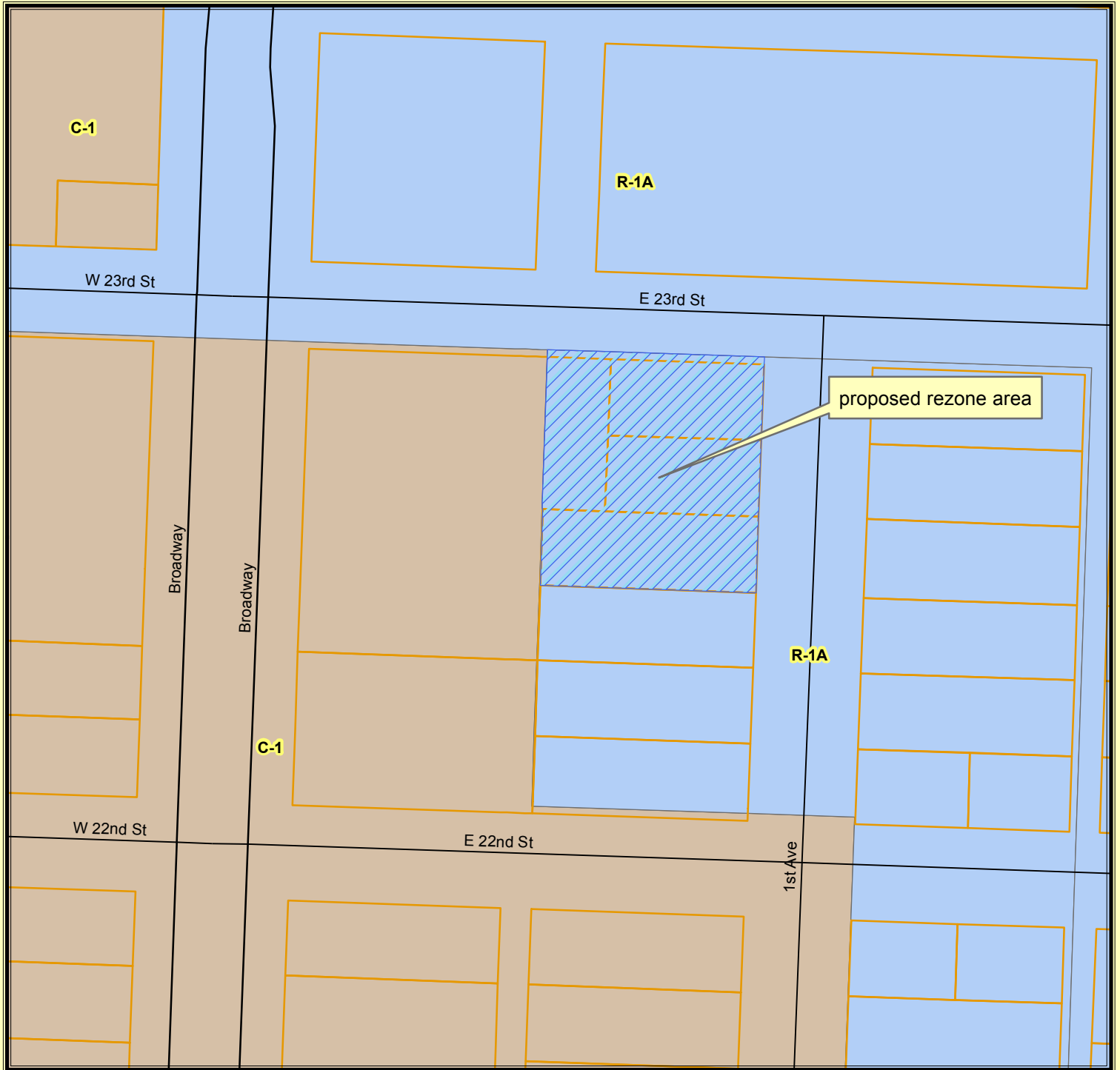
167  
168  
169  
170  
171  
172  
173  
174  
175  
176

\_\_\_\_\_  
Becky Estrada, Chairperson

Attest: \_\_\_\_\_  
Annie Folck

# 2222 1st Ave Rezone

R1-A to C-1



12/2/16



Map by Jon Reiter: City of Scottsbluff  
Coordinate System:  
NAD 1983 StatePlane Nebraska FIPS 2600 Feet  
Lambert Conformal Conic

The City makes no representation or warranty as to the accuracy, timeliness, or completeness, and in particular, its accuracy in labeling or displaying dimensions, contours, property boundaries, or placement or location of any map features thereon.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE DEALING WITH ZONING, AMENDING SECTION 25-1-4 BY UPDATING THE OFFICIAL ZONING DISTRICT MAP TO SHOW THAT 2214, 2218, AND 2222 1<sup>ST</sup> AVE, ALSO KNOWN AS TAX LOT 4, THE SOUTH 1/3 OF THE NE¼, ALSO KNOWN AS TAX LOT 1, THE EAST 100 FEET OF THE NORTH 50 FEET OF THE NE¼, EAST 100 FEET OF THE SOUTH ½ OF THE NORTH 2/3 OF THE NE¼, AND WEST 50 FEET OF THE NORTH 100 FEET OF THE NE¼ OF BLOCK 22, NORTH SCOTTSBLUFF ADDITION, CITY OF SCOTTSBLUFF, SCOTTS BLUFF COUNTY, NEBRASKA, WHICH IS CURRENTLY ZONED AS R-1A RESIDENTIAL, WILL NOW BE INCLUDED IN C-1 CENTRAL BUSINESS DISTRICT, AND REPEALING PRIOR SECTION 25-1-4.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SCOTTSBLUFF, NEBRASKA:

Section 1. Section 25-1-4 of the Municipal Code is amended to provide as follows:

25-1-4. Zones; location; maps. The boundaries of the zoning districts created in this chapter are shown on the zoning district map which is made a part of this municipal code. The zoning district map and all information shown thereon shall have the same force and effect as if fully set forth and described herein. The official zoning district map shall be identified by the signature of the Mayor, attested by the City Clerk under the following statement:

This is to certify that this is the official zoning district map described in §25-1-4 of the Scottsbluff Municipal Code, passed this \_\_\_\_ day of \_\_\_\_\_

Section 2. Previously existing Section 25-1-4 and all other Ordinances and parts of Ordinances in conflict with this Ordinance, are repealed. Provided, this Ordinance shall not be construed to affect any rights, liabilities, duties or causes of action, either criminal or civil, existing or actions pending at the time when this Ordinance becomes effective.

Section 3. This Ordinance shall become effective upon its passage, approval and publication as provided by law.

PASSED AND APPROVED on \_\_\_\_\_,

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

(Seal)

**City of Scottsbluff, Nebraska**  
**Tuesday, January 3, 2017**  
**Regular Meeting**

**Item Pub. Hear.4**

**Council to convene as the Board of Equalization.**

**Minutes: \*\* See attached agenda for Board of Equalization \*\***

**Staff Contact: Nathan Johnson, City Manager**

AGENDA  
CITY OF SCOTTSBLUFF  
BOARD OF EQUALIZATION  
2525 Circle Drive, Scottsbluff, NE  
January 3, 2017

1. Roll Call
2. **For public information, a copy of the Nebraska Open Meetings Act is posted in the back of the room on the west wall.**
3. Notice of changes in the agenda by the city clerk (Additions may not be made to this agenda less than 24 hours before the beginning of the meeting unless added under Item 4 of this agenda.)
4. Citizens with business not scheduled on the agenda (as required by state law, no matter may be considered under this item unless council determines that the matter requires emergency action.)
5. Approve Minutes of the August 15, 2016 Meeting.
6. Public Hearing:
  - a. Board of Equalization to conduct a public hearing as advertised for 6:05 p.m. to consider setting special assessments to properties benefited by construction of Paving District No. 312.
  - b. Board of Equalization to conduct a public hearing as advertised for 6:05 p.m. to consider setting special assessments to properties benefited by construction of Water District 105.
7. Adjourn.

Board of Equalization Meeting  
August 15, 2016

Moved by Mayor Meininger, seconded by Council Member Colwell, “to convene as the Board of Equalization,” “YEAS”, Meininger, Colwell, Gonzales, Shaver and McCarthy, “NAYS” None. Absent: None.

The Scottsbluff Board of Equalization met in a special meeting on Monday, August 15, 2016 at 6:05 p.m. in the Council Chambers of City Hall, 2525 Circle Drive, Scottsbluff. Notice was given by publication in the Star Herald on August 12, 2016. An agenda kept continuously current was available for public inspection at the office of the city clerk at all times from publication of the notice to the time of the meeting.

Board Chairman Randy Meininger presided and City Clerk Dickinson recorded the proceedings. Board Chairman Meininger welcomed everyone in attendance and encouraged all citizens to participate in the meeting asking those wishing to speak to come to the microphone and state their name and address for the record. Board Chairman Meininger informed those in attendance that a copy of the Nebraska Open Meetings Act is posted in the back of the room on the west wall for the public’s review. The following Board Members were present: Raymond Gonzales, Randy Meininger, Jordan Colwell, Scott Shaver and Mark McCarthy. Absent: None.

Moved by Chairman Meininger, seconded by Board Member Gonzales, “to approve the minutes of the previous meeting of June 1, 2009,” “YEAS”, Meininger and Gonzales; Abstain: Shaver, Colwell and McCarthy. The members abstaining were not in this position when the meeting took place and did not want to vote to approve the minutes. City Attorney Olsen encouraged at least one of the members to approve the minutes. Mr. Olsen explained that the Board operates by majority vote. The law states that if there is a conflict or if members are unable to vote on some matter, it frustrates the action and the board can disregard the conflict. If there is not a majority vote, they will not ever be able to convene the meeting. Board Member McCarthy changed his vote to approve the minutes, resulting in a majority vote to approve the minutes of the June 1, 2009 meeting.

Chairman Meininger opening the Public Hearing as advertised for this date, at 6:10 p.m. to consider setting special assessments to properties benefitted by construction of Paving District No. 311, Five Oaks Subdivision. City Manager Nathan Johnson, explained that the assessment provides the lowest bank rate plus 2.5% administrative rate for a 15 year term. The interest rate would be 5.76% for the property owners benefitting from the street improvement district. Staff is recommending approval of the Ordinance supporting the Paving District No. 311 assessment. There were no comments from the public. Chairman Meininger closed the public hearing at 6:10 p.m.

Mr. Johnson also reported on the current assessments. There are some outstanding assessments, and staff is working with our legal department to provide a report back to the Council regarding a solution to collecting these assessments.

Moved by Chairman Meininger, seconded by Board Member Shaver, “to adjourn as the Board of Equalization and reconvene as the City Council,” “YEAS”, Meininger, Colwell, Gonzales, Shaver and McCarthy, “NAYS” None. Absent: None.

---

Board Chairman

Attest: \_\_\_\_\_  
City Clerk

# Agenda Statement

Item No.

For meeting of: **January 3, 2017**

**AGENDA TITLE:** Paving District #312 and Water District #105, Reganis Subdivision, Ordinance fixing Special Assessments

**SUBMITTED BY DEPARTMENT/ORGANIZATION:** Finance

**PRESENTATION BY:** Nathan Johnson

**SUMMARY EXPLANATION:** Council will convene as the Board of Equalization and approve the special assessments to the properties that have benefited from the construction of the paving and water infrastructure.

Historically with Special Assessments, we have taken an average of the bank rates quoted for the City's tax exempt status and added 2.5% to it for administrative costs, risk of delinquent and non-payment and for the risk of rates increasing. Using this calculation the special assessment interest rate would be 4.91%

**Section 17-515 Paving Districts and Curb & Guttering Districts** - the assessments on these Districts are not to exceed 20 years. Staff is recommending a 15 year assessment term on PD 312 and WD 105.

The regular interest rate is to be set by City Council. Local bank rates are detailed below for those banks that responded to inquiry. The rates would be approximately what an individual borrower would be able to obtain at the bank (depending on credit history) compared to what the City's borrowing rate would be (if bonding).

City of Scb rate / Individual Borrower rate

	<u>First State Bank</u>	<u>PV Bank</u>
5 year loan	1.95% / 3.63%	2.87% / 4.95%
10 year loan	2.75% / 5.13%	N/A

In all cases, the delinquent interest rate cannot exceed 14% as set by State Statute (Section 45-104.01)

**BOARD/COMMISSION RECOMMENDATION:**

**STAFF RECOMMENDATION:** Recommend approval of the special assessments.

Rev 3/1/99CClerk

# **City of Scottsbluff, Nebraska**

**Tuesday, January 3, 2017**

**Regular Meeting**

## **Item Pub. Hear.5**

**Council to adjourn as the Board of Equalization and reconvene as the Scottsbluff City Council.**

**Staff Contact: Nathan Johnson, City Manager**



# **City of Scottsbluff, Nebraska**

**Tuesday, January 3, 2017**

**Regular Meeting**

## **Item Resolut.1**

**Council to consider an Ordinance levying a special assessment in Paving District No. 312.**

**Staff Contact: Nathan Johnson, City Manager**

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE FINDING, ASCERTAINING, DETERMINING, EQUALIZING AND FIXING THE BENEFITS TO AND LEVYING SPECIAL ASSESSMENTS UPON THE LAND AND REAL ESTATE ABUTTING UPON AND ADJACENT TO AND ESPECIALLY BENEFITTED BY THE IMPROVEMENTS IN PAVING DISTRICT NO. 312 OF THE CITY OF SCOTTSBLUFF, NEBRASKA, FOR THE PURPOSE OF PAYING THE COSTS OF SUCH IMPROVEMENTS TO THE EXTENT OF SPECIAL BENEFIT TO SUCH LANDS AND REAL ESTATE BY REASON OF SUCH IMPROVEMENTS.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SCOTTSBLUFF, NEBRASKA:

Section 1. That, for the purpose of paying the cost of the improvements in Paving District No. 312 in the City of Scottsbluff, County of Scotts Bluff, Nebraska, the Mayor and City Council, sitting as a Board of Equalization, after publication of notice to property owners as required by law, and after due consideration, determine such costs to be the amount of \$734,449.61, and find, ascertain, determine, equalize and fix special benefits to, and levy assessments on the following lands and real estate in such District as follows:

OWNER OF RECORD	BLOCK	ADDITION	BENEFIT	ASSESSMENT
2627 Lodging, LLC	Block 2	Reganis Subdivision, Situated in the Southeast 1/4 of the Southwest 1/4 of Section 13, Township 22N, Range 55 West of the 6 <sup>th</sup> P.M. in the City of Scottsbluff, Scotts Bluff County, Nebraska.	\$138,448.02	\$138,448.02
Western Nebraska Community College	Block 1A	Scotts Bluff County College Tract, A Replat of Block 1, Amended Plat of Scotts Bluff County College Tract and Unplatted Land situated in the West ½ of the Southeast 1/4 and the East ½ of the Southwest Quarter of Section 13, Township 22 N, Range 55 West of the 6 <sup>th</sup> P.M. in the City of Scottsbluff, Scotts Bluff, County, Nebraska	\$ 154,809.44	\$154,809.44
Reganis LLC	Parcel 2	Reganis Unplatted parcel which is a tract of land situated in the South ½ of Section 13, Township 22 North, Range 55 West of the 6 <sup>th</sup> P.M. in Scottsbluff, Scotts Bluff County, Nebraska with a metes and bounds description more particularly set forth in the Warranty Deed recorded as Inst. # 2007-6929 on November 11, 2007 in the Scotts Bluff County Register of Deeds Office.	\$441,192.15	\$441,192.15

Section 2. That such special assessments shall be, and the same are hereby made and declared to be, a lien upon such properties from and after this date, and shall be payable in fifteen (15) equal installments as follows:

- 1/15 within fifty days from date of this levy
- 1/15 within one year of said date;
- 1/15 within two years of said date;
- 1/15 within three years of said date;
- 1/15 within four years of said date;
- 1/15 within five years of said date;
- 1/15 within six years of said date;
- 1/15 within seven years of said date;
- 1/15 within eight years of said date;
- 1/15 within nine years of said date;
- 1/15 within ten years of said date;
- 1/15 within eleven years of said date;
- 1/15 within twelve years of said date;
- 1/15 within thirteen years of said date;
- 1/15 within fourteen years of said date;

Each of such installments except the first shall draw interest at the rate of four and ninety -one hundredths percent (4.91%) per annum from date of levy until the same shall become delinquent and, thereafter, any installment, including the first, shall draw interest at the rate of fourteen percent (14%) per annum (or as such rate may from time to time be adjusted by the Legislature) until paid; provided, the owner of any lands or real estate upon which an assessment has been made herein may pay the entire assessment within fifty (50) days after the date of this levy and, thereupon such lands or real estate, upon which an assessment has been made herein may pay the entire assessment within fifty (50) days after the date of this levy, and thereupon such lands or real estate be exempt from an lien charge therefor.

Section 3. Such special assessments shall be payable at the office of the City Finance Director in City Hall.

Passed and approved on this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

(Seal)

Approved as to Form:

\_\_\_\_\_  
Deputy City Attorney

# **City of Scottsbluff, Nebraska**

**Tuesday, January 3, 2017**

**Regular Meeting**

## **Item Resolut.2**

**Council to consider an Ordinance levying a special assessment in Water District 105.**

**Staff Contact: Nathan Johnson, City Manager**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE FINDING, ASCERTAINING, DETERMINING, EQUALIZING AND FIXING THE BENEFITS TO AND LEVYING SPECIAL ASSESSMENTS UPON THE LAND AND REAL ESTATE ABUTTING UPON AND ADJACENT TO AND ESPECIALLY BENEFITTED BY THE IMPROVEMENTS IN WATER DISTRICT NO. 105 OF THE CITY OF SCOTTSBLUFF, NEBRASKA, FOR THE PURPOSE OF PAYING THE COSTS OF SUCH IMPROVEMENTS TO THE EXTENT OF SPECIAL BENEFIT TO SUCH LANDS AND REAL ESTATE BY REASON OF SUCH IMPROVEMENTS.**

**BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SCOTTSBLUFF, NEBRASKA:**

Section 1. That, for the purpose of paying the cost of the improvements in Water District No. 105 in the City of Scottsbluff, County of Scotts Bluff, Nebraska, the Mayor and City Council, sitting as a Board of Equalization, after publication of notice to property owners as required by law, and after due consideration, determine such costs to be the amount of \$75,191.95 and find, ascertain, determine, equalize and fix special benefits to, and levy assessments on the following lands and real estate in such District as follows:

OWNER OF RECORD	BLOCK	ADDITION	BENEFIT	ASSESSMENT
2627 Lodging, LLC	2	Reganis Subdivision, Situated in the Southeast 1/4 of the Southwest 1/4 of Section 13, Township 22N, Range 55 West of the 6 <sup>th</sup> P.M., in the City of Scottsbluff, Scotts Bluff County, Nebraska.	\$26,317.18	\$26,317.18
Reganis, LLC	Parcel 2	Reganis Unplatted parcel which is a tract of land situated in the South 1/2 of Section 13, Township 22N, Range 55 West of the 6 <sup>th</sup> P.M. in the City of Scottsbluff, Scotts Bluff County, Nebraska, with a metes and bounds description more particularly set forth in the Warranty Deed recorded as Inst.#2007-6929 in the Scotts Bluff County Register of Deeds Office.	\$48,874.77	\$48,874.77

Section 2. That such special assessments shall be, and the same are hereby made and declared to be, a lien upon such properties from and after this date, and shall be payable in ten (10) equal installments as follows:

- 1/10 within fifty days from date of this levy
- 1/10 within one year of said date;
- 1/10 within two years of said date;
- 1/10 within three years of said date;
- 1/10 within four years of said date;
- 1/10 within five years of said date;
- 1/10 within six years of said date;
- 1/10 within seven years of said date;
- 1/10 within eight years of said date;
- 1/10 within nine years of said date;

Each of such installments except the first shall draw interest at the rate of four and ninety-one hundredths percent (4.91%) per annum from date of levy until the same shall become delinquent and, thereafter, any installment, including the first, shall draw interest at the rate of fourteen percent (14%) per annum (or as such rate may from time to time be adjusted by the Legislature) until paid; provided, the owner of any lot, part of lot, lands or real estate, upon which an assessment has been made herein may pay the entire assessment within fifty (50) days after the date of this levy and, thereupon such lands or real estate, upon which an assessment has been made herein may pay the entire assessment within fifty (50) days after the date of this levy, and thereupon such lands or real estate be exempt from an lien charge therefor.

Section 3. Such special assessments shall be payable at the office of the City Finance Director in City Hall.

Passed and approved on this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk                      (Seal)

Approved as to Form:

\_\_\_\_\_  
Deputy City Attorney

# **City of Scottsbluff, Nebraska**

**Tuesday, January 3, 2017**

**Regular Meeting**

## **Item Exec1**

**Council reserves the right to enter into closed session if deemed necessary if the item is on the agenda.**

**Staff Contact: City Council**