

**CITY OF SCOTTSBLUFF**  
**Scottsbluff City Hall Council Chambers**  
**2525 Circle Drive, Scottsbluff, NE 69361**  
**COMMUNITY REDEVELOPMENT AUTHORITY**

**Regular Meeting**  
**September 14, 2018**  
**12:00 PM**

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 north wall.**
3. Notice of changes in the agenda by the city manager (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 the committee determines that the matter requires emergency action.)
5. 5. Minutes
  - a) Approve Minutes of the August 1, 2018 Meeting.
6. 7. Project Reports
  - a) Update on East Overland Facade Grant Program.
  - b) Review East Overland Facade Grant Program and Process.
  - c) Update on LB 357 Proposed Projects.
7. 8. Other Business
  - a) Other Business
8. Executive Session (to consider any of the above matters, where an Executive Session is appropriate). Following passage of motion to enter into executive session, presiding officer must state purpose.
  - a) Executive Session
9. Adjournment.

**City of Scottsbluff, Nebraska**  
**Friday, September 14, 2018**  
**Regular Meeting**

**Item 1**

**Approve Minutes of the August 1, 2018 Meeting.**

**Staff Contact: Starr Lehl**

City of Scottsbluff  
Community Redevelopment Authority  
August 1, 2018

A meeting of the Community Redevelopment Authority (CRA) was held on Wednesday, August 1<sup>st</sup> at 12:00p.m. at City Hall, 2525 Circle Drive, Scottsbluff, NE.

Notice of the meeting was published in the Star-Herald on July 2, 2018.

The meeting convened at 12:00 p.m. by Chairman Trumbull. Roll call was taken. The following committee members were present: Bill Trumbull, Joanne Phillips, William Knapper, Cathy Eastman, Absent, Franco. In attendance on behalf of the city were City Manager, Nathan Johnson and Economic Development Director, Starr Lehl.

Chairman Trumbull called the meeting to order at 12:00 noon and informed those in attendance that a copy of the Nebraska Open meeting s Act is available for the public's review.

Chairman Trumbull asked if there were changes to the agenda and there was one change to delete Item #6 to Consider and East Overland Grant for Infinite Graphics, the reason being they did not have time to complete the work by the deadline established of September 13<sup>th</sup>. Motion by Knapper, second by Eastman to approve the agenda as amended. "Yeas" Eastman, Knapper, Phillips, Trumbull. "Nays", none, absent Franco

Motion by Phillips, second by Knapper to approve the minutes from the July 19, 2018 meeting. "Yeas" Knapper, Phillips, Trumbull, Eastman. "Nays", none, absent Franco.

Chairman Trumbull stated the reason for the meeting was to review three of the extension applications Angi Fernandez attended the meeting on behalf of LaBamba. Angi explained this he and his parents moved from California to open the business on East Overland. They had already started with signage and other improvements to the building and began with a list, including broken windows and leaks to the building. The building was built in the 1950's and needed some work including the storage floors and electricity needed to be updated. Angi had pictures to show the committee the building as it looks today including new windows and painting. Updated paint, bars over windows to help with fewer break ins. Future project would be to improve the parking lot Part of the delay with the project has been the weather. This is his first winter here in western Nebraska and they had trouble finding contractors to do the work. Two items needed to be complete is to get the invoices for the floor and to complete the electrical work and collect invoices. Discussion was held regarding the completed work and what other repairs needed to be completed to close the grant process. Angi said he and his family are very appreciative to the city for the grant funds.

Discussion was held regarding the extension deadline. Lehl informed the committee letters were sent out to all remaining applicants with a deadline of September 13<sup>th</sup>.

One of the other applicants from Rincon Latino did not attend the meeting.

Discussion was held regarding the sidewalks along East Overland and if there was something we could do to notify or remind businesses to keep the front of their properties weed free.

Chairman Trumbull had mentioned to other applicants to keep their frontage property clean and free from debris and mentioned that the committee would be looking at the guidelines more carefully and refine the process in the future if additional funds become available.

Discussion about the Larry Uttecht property and he said they will not have enough time to complete all of the items originally in the application but would only be improving the siding and the gutters. Larry said he would be unable to use the entire amount of funds granted. A question was posed to Attorney Ediger about what steps the committee could take since the applicant is not fulfilling the entire obligation. Ediger said it was up to the committee what they would like to do and the committee could allow partial completion of the original list. Lehl will contact Uttecht to see if he can get more of the construction completed with the September 13<sup>th</sup> deadline. The committee feels that not paying anything would reflect poorly on the city and the committee and decided to pay a pro-rated amount of half of the receipts submitted. Motion by Knapper, second Phillips to pay receipts submitted by Larry Uttecht. "Yeas" Phillips, Trumbull, Eastman, Knapper, "Nays", none, absent Franco.

Rincon Latino project was discussed and progress is being made to the property. It took a while for them to get started, but building is looking great and improvements are very noticeable. Motion by Knapper, Second by Eastman to approve extension. "Yeas" Trumbull, Eastman, Knapper, Phillips, "Nays", none, absent Franco.

Discussion was held about making some of the applicants whole by bringing all of the grants up to the \$10,000 amount or if the council could carry over the amount for the East Overland Grant Program.

Knapper inquired about LB357 and what might be done to help East Overland properties with sidewalk or other improvements. Attorney Ediger spoke about LB357 and informed the committee there would be an opportunity to have it on the next agenda. Projects, education and public input were discussed and how to get the message out to the voters.

Motion by Phillips, second by Eastman to adjourn the meeting "Yeas", Eastman, Knapper, Phillips, Trumbull. "Nays", none, absent, Franco.

---

Nathan Johnson

---

Starr Lehl

**City of Scottsbluff, Nebraska**  
**Friday, September 14, 2018**  
**Regular Meeting**

**Item 1**

**Update on East Overland Facade Grant Program.**

**Staff Contact: Starr Lehl**

**City of Scottsbluff, Nebraska**  
**Friday, September 14, 2018**  
**Regular Meeting**

**Item 2**

**Review East Overland Facade Grant Program and Process.**

**Staff Contact: Starr Lehl**



## **CITY OF SCOTTSSLUFF**

### **EAST OVERLAND FAÇADE IMPROVEMENT GRANT PROGRAM**

The City of Scottsbluff has committed \$153,500 to a program for façade improvements in the East Overland business district. Grants will be available to all properties, residential and commercial, that are located along East Overland. The grant funds must be used to improve the appearance of the exterior of the property. Program guidelines are below:

1. Grant amount: Minimum grant amount is \$100, and maximum grant amount is \$10,000 per property.
2. Required cash match: The property owner is required to match every dollar of grant money with one dollar of their own funds. Grant funds must be spent on the exterior of the property. Match funds may be spent on the exterior or the interior of the property.

Improvements that may be funded by grant funds or matching funds include, but are not limited to:

- |                        |                  |
|------------------------|------------------|
| -Paint (exterior only) | -Roof Repairs    |
| -Masonry               | -Sidewalk repair |
| -Signage               | -Windows         |
| -Landscaping           |                  |

Improvements that may be funded by match funds only include, but are not limited to:

- |  |                                 |
|--|---------------------------------|
| -Insulation/energy efficiency improvements | -Parking lot improvements       |
| -Paint (interior or exterior)              | -Electrical or plumbing repairs |

3. Funds may not be spent until after an application is approved. Funds spent before approval is granted will not be reimbursed.
4. Applicant must keep all receipts for materials and work done and submit to the City in order to be reimbursed. Work must be completed and receipts submitted for reimbursement within 6 months of project approval. Applicants may apply for one 3 month extension if needed to complete the work. The Community Redevelopment Authority (CRA) has the discretion to

extend the timeframe on a case by case basis due to extenuating circumstances within the current fiscal year.

5. Applications will be reviewed by staff and presented to the City's Community Redevelopment Authority at their monthly meetings. The CRA will make recommendation to the City Council, who has final say in approving projects.

6. Funds will be disbursed to all qualifying projects on a first come, first serve basis until all allocated funds have been spent. If funds remain after May 31, 2018, property owners may apply for a second grant on each property.

7. All proposed improvements must meet requirements of the City's building, fire, and zoning codes.



East Overland Façade Improvement Program Application

Project Information

1. Applicant Name \_\_\_\_\_  
Applicant Address \_\_\_\_\_  
Telephone No. \_\_\_\_\_  
Property Owner (if different than applicant) \_\_\_\_\_

2. Project Site Address \_\_\_\_\_

4. Land Use of Project (Circle one)

Residential

Restaurant

Retail

Service

Other (Please specify) \_\_\_\_\_

5. Utilities (Circle one) Gas Electric Both

6. Proposed Project: Describe in detail; attach plans and specifications:

---

---

---

---

---

---

---

---

---

---

---

7. Estimated Project Costs

Exterior Improvements (grant or matching funds) \$\_\_\_\_\_

Interior Improvements (matching funds only) \$\_\_\_\_\_

Total \$\_\_\_\_\_

**Grant Funds Requested\*** \$\_\_\_\_\_

*\*Grant funds requested must not exceed matching funds or \$10,000, whichever is less*

8. Person doing work (if different than applicant)\_\_\_\_\_

Address\_\_\_\_\_

Phone No.\_\_\_\_\_

8. Project Construction Schedule (estimated)

Start Date \_\_\_\_\_

Completion Date \_\_\_\_\_

**To be completed by Staff:**

Zoning of Property\_\_\_\_\_

Square footage of building\_\_\_\_\_

**City of Scottsbluff, Nebraska**  
**Friday, September 14, 2018**  
**Regular Meeting**

**Item 3**

**Update on LB 357 Proposed Projects.**

**Staff Contact: Starr Lehl**

**RESOLUTION NO. 18-08-05**

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

a. The City currently imposes a City Sales and Use Tax in the amount of 1.5% pursuant to the Local Option Revenue Act, sections 77-27,142, *et seq.* of the Nebraska Statutes (the "Existing City Sales and Use Tax")

b. The City is in need of additional revenue in order to provide for public infrastructure projects such as the mill and overlay of Avenue B, East and West Overland and 20<sup>th</sup> Street as well as stormwater improvements, a new aquatics center and existing pathway projects including Phase 1 and Phase 2.

c. §77-27,142 of the Nebraska Statutes allows the City Council to impose an additional one-half of one percent (1/2%) sales tax in addition to the Existing City Sales and Use Tax for the purpose of funding public infrastructure projects listed above, following an election at which a majority of the qualified electors of the City approve such additional sales and use tax;

**Resolved by the Mayor and City Council of the City that:**

1. At the November 6, 2018 general election, the following proposition in the form shown below shall be submitted to the qualified electors of the City for their approval or disapproval at the primary election:

**PROPOSITION:**

Shall the City Council of the City of Scottsbluff, Nebraska increase the local sales and use tax rate by an additional one-half of one percent (½%) from the current rate of one and one-half percent (1½%) to a total rate of two percent (2%) and impose a sales and use tax at the increased rate upon the same transactions within the City on which the State of Nebraska is authorized to impose a tax, subject to the terms and conditions set out below?

\_\_\_\_\_ Yes (For increasing the Sales and Use Tax)

\_\_\_\_\_ No (Against increasing the Sales and Use Tax)

**Terms and Conditions:** The terms and conditions of the proposition are as follows:

a. No reductions or elimination of other taxes or fees is contemplated.

b. Revenues from the increased sales and use tax are to be used for the following public infrastructure projects as are allowed pursuant to §77-27,142 of the Nebraska Statutes: mill and overlay work on Avenue B from Railway to Highway 26, mill and overlay work on East Overland and West Overland from city limit to city limit, mill and overlay work on 20<sup>th</sup> Street from city limit to city limit, stormwater improvements, a new aquatics center and existing pathway projects including Phase 1 and Phase 2.

c. The City and the Community Redevelopment Authority of the City of Scottsbluff will enter into an Interlocal Agreement which creates the Scottsbluff Infrastructure Agency for purposes related to the listed public infrastructure projects. The Interlocal Agreement contains provisions, including benchmarks, relating to the long-term development of unified governance of the listed public infrastructure projects with respect to the parties.

d. The increased sales and use tax shall terminate no more than ten years after the effective date of the increased sales and use tax or, if bonds are issued and the local option sales and use tax revenue is pledged for payment of such bonds, upon payment of such bonds and any refunding bonds, whichever date is later.

2. Electors desiring to vote in favor of or against the proposition shall do so in the manner specified in the ballot form as provided by the Scotts Bluff County Clerk.

3. The general election shall be conducted by the Scotts Bluff County Clerk at polling places established by the County Clerk in each of the City's precincts. The polls shall be open from 7:00 a.m. through 7:00 p.m. on the day of the general election.

4. The following notice required by law shall be published in the Star-Herald, a legal newspaper of general election in the City not more than 30 days nor less than 10 days before the date of the election. The notice shall be in substantially the following form:

**City of Scottsbluff, Nebraska  
Notice of Election**

Notice is given that at the general election on Tuesday, November 6, 2018, at the usual polling place in each precinct of the City of Scottsbluff, Nebraska, the ballot will include for the electors of the City for their approval or rejection, the following proposition:

[Insert text of proposition from Paragraph 1 of this Resolution in  
the notice]

The polls will be open from 7:00 a.m. through 7:00 p.m. on the Election Day. Absent, disabled, and confined voters' ballots may be obtained from the County Clerk as provided by law. Copies of the proposition may be obtained at the office

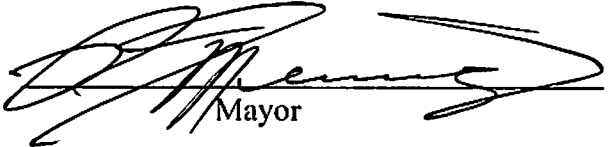
of the Scottsbluff City Clerk at City Hall, 2525 Circle Drive, Scottsbluff, Nebraska 69361.

Dated: August \_\_\_\_, 2018.

/s/ City Clerk

5. The City Clerk shall cause a certified copy of this Resolution to be delivered to the Scotts Bluff County Clerk on or before September 1, 2018.

Passed and Approved on August 20, 2018.

  
Mayor

Attest:

  
City Clerk



**Certificate**


STATE OF NEBRASKA                    )  
COUNTY OF SCOTTS BLUFF        )     §  
CITY OF SCOTTSBLUFF             )

I, Kimberley Wright, the duly appointed and qualified City Clerk of the City of Scottsbluff, County of Scotts Bluff, State of Nebraska, do hereby certify that the foregoing is a true and complete copy of Resolution No. 18-08-05.

IN WITNESS HEREOF I do hereby set my official hand and affix the Seal of the City.

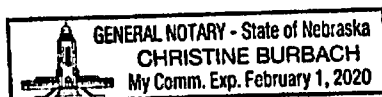
Dated: August 23, 2018.



  
City Clerk

STATE OF NEBRASKA                    )  
COUNTY OF SCOTTS BLUFF        )  
CITY OF SCOTTSBLUFF             )

On August 23, 2018, before me, a Notary Public, duly commissioned and qualified for and residing in said County, personally came Kimberley Wright to me known to be the identical person whose name is affixed to the foregoing certificate and acknowledged thereof to be her voluntary act and deed.



  
Notary Public

**City of Scottsbluff, Nebraska**  
**Friday, September 14, 2018**  
**Regular Meeting**

**Item 1**

**Other Business**

**Staff Contact: Starr Lehl**



**City of Scottsbluff, Nebraska**  
**Friday, September 14, 2018**  
**Regular Meeting**

**Item 1**

**Executive Session**

**Staff Contact: Starr Lehl**