

City of Scottsbluff, Nebraska

Monday, January 3, 2022

Regular Meeting

Item Reports1

Council to discuss and consider action on a letter of intent to apply for a grant from the Nebraska Department of Economic Development through the Community and Civic Center Finance Fund for Capital Construction to complete the 18th Street Plaza and authorize the Mayor to sign the letter.

Staff Contact: Starr Lehl, Economic Development Director

Agenda Statement

Item No.

For Meeting of: Monday, January 3, 2021

AGENDA TITLE: Council to discuss and consider action on sending a Letter of Intent to Apply to the Nebraska Department of Economic Development (DED) for a Community and Civic Center Finance Fund (CCCFF) Construction Grant to be used to complete the 18th Street Plaza

SUBMITTED BY DEPARTMENT/ORGANIZATION: Economic Development

PRESENTATION BY: Starr Lehl

SUMMARY EXPLANATION: In 2021 the city received a CCCFF Planning Grant in the amount of \$15,000 for the purpose of having a master plan completed and the city is now eligible to apply for the construction portion of the program.

BOARD/COMMISSION/STAFF RECOMMENDATION: Staff recommends the council votes in favor of the Mayor to sign the Letter of Intent in order to begin the grant application process

Does this item require the expenditure of funds? ☒ yes ☐ no

Are funds budgeted? ☒ yes ☐ no

If no, comments:

Grant requires a 50% match

Estimated Amount

\$312,000

Amount Budgeted

Department

\$250,000 - Special Projects Fund

\$ 62,000 – General Fund - Parks Department

Account Description

The amount was set aside in the budget specifically for the Match.

Approval of funds available



City Finance Director

EXHIBITS

Resolution ☐

Ordinance ☐

Contract ☐

Minutes ☐

Plan/Map ☐

Other (specify) Letter of Intent to Apply

NOTIFICATION LIST: Yes ☐ No ☐ Further Instructions ☐

Please list names and addresses required for notification.

APPROVAL FOR SUBMITTAL: _____

City Manager

Rev: 12/14/ City Clerk



308-632-4136
2525 Circle Drive
Scottsbluff, NE 69361

December 22, 2021

Mackenzie Martin-Waldron, CCCFF Coordinator
Nebraska Department of Economic Development
301 Centennial Mall South
P. O. Box 94666
Lincoln, NE 68509-4666

Dear Mackenzie,

Please accept this letter as official notice to the Department of Economic Development as notification the City of Scottsbluff is eager to and intends to apply for a construction award through the Community and Civic Center Financing Fund Program. The city is in the process of completing the application for the 2022 program year.

The City of Scottsbluff was fortunate to receive a CCCFF Planning Award in 2020 and have put it to good use to formulate a plan and move forward to complete the 18th Street Plaza Project. MC Schaff Family of Companies will be working closely with the city to maximize the funding of the construction phase of the project.

The total estimated project cost is \$650,000 and after reviewing the maximum grant schedule will be applying for \$325,000 through DED for CCCFF Capital Construction funding. The city is fully aware the CCCFF monies cannot exceed more than fifty percent of the total project costs and has a general accounting system in place to track project costs.

The city's local contact for the application is Zachary Glaubius, Planning Administrator for the City of Scottsbluff and can be reached at zglaubius@scottsbluff.org or (308) 630-6244.

Sincerely,

Jeanne McKerrigan
Mayor

