

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

Regular Meeting
November 18, 2013
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:
 - a) Approve the minutes of the November 4, 2013 Regular Meeting.
 - b) Acknowledge the claim filed by Leonard Tabor regarding damage to the building located at 510 Broadway and forward the claim to the city's insurance carrier.
 - c) Council to approve the RFP for professional services relating to the Economic Development Study and authorize the City Clerk to advertise for proposals to be received by December 27, 2013 at 2:00 p.m.
 - d) Council to set a Public Hearing for December 2, 2013 at 6:05 p.m. regarding the Preliminary Plat for Blocks 1, through 7, Reganis Subdivision a replat of Lots 1 & 2, Block 1, Idlewylde Addition and part of Block 1A, Scotts Bluff College Tract, and unplatted lands.
 - e) Council to set a Public Hearing for December 2, 2013 at 6:05 p.m. regarding the zone change request for the Reganis Subdivision - .80 acres will be rezoned to Residential R-1 and 3.22 acres will be rezoned to C-2 Neighborhood and Retail Commercial.
 - f) Council to consider closing City offices at 12:00 noon on December 24, 2013, Christmas Eve.
7. Claims:
 - a) Regular Claims
8. Public Hearings:
 - a) Council to conduct a public hearing as advertised for this date at 6:05 p.m.,

regarding the acquisition of property located at 1308 East 17th Street, Scottsbluff for the purpose of stormwater management.

9. Petitions, Communications, Public Input:
 - a) Council to recognize the receipt of the Scott Wilber Award for Outstanding Facility Operations for the Wastewater Treatment Plant.
10. Reports from Staff, Boards & Commissions:
 - a) Council to approve the Equitable Sharing Agreement and Certification for the Police Department and authorize the Mayor to execute the agreement.
 - b) Council to authorize the Mayor to sign the Environmental Review Determination form for the Cirrus House projects.
 - c) Council to consider the Consolidated Communications Center Inter-Local Agreement Amendment and authorize the Mayor to execute the amendment.
 - d) Council discussion and instructions to staff regarding the request from Terrytown to purchase water from the City of Scottsbluff.
 - e) Council to confirm the list of City Council candidates submitted by the deadline to fill the vacancy created by the resignation of Council Member Deibert and set the interview schedule.
11. Resolution & Ordinances:
 - a) Council to consider approval of the contract with the Scottsbluff Police Officer's Association and authorize the Mayor to execute the contract.
 - b) Council to consider the amended 2013-2014 pay resolution.
 - c) Council to consider an Ordinance dealing with a change in fees for proposed budgeted fees charged for water, wastewater, and environmental services (second reading).
 - d) Council to approve the Region 22 Emergency Management Debris Management Program Plan and approve the Resolution.
12. Executive Session
 - a) (Council reserves the right to enter into closed session if deemed necessary if the item is on the agenda.)
13. 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
14. Council reports (informational only):
15. Scottsbluff Youth Council Representative report (informational only):
16. Adjournment.

City of Scottsbluff, Nebraska

Monday, November 18, 2013

Regular Meeting

Item Consent1

Approve the minutes of the November 4, 2013 Regular Meeting.

Staff Contact: Cindy Dickinson

The Scottsbluff City Council met in a regular meeting on Monday, November 4, 2013 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 November 1, 2013, 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 accommodation 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 delivered to each council member, made available to radio stations KNEB, KMOR, KOAQ, and television stations KSTF and KDUH, and the Star Herald. The notice was also available on the City's website on November 1, 2013. 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.

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: Raymond Gonzales, Mark McCarthy, Randy Meininger, Mike Deibert, and Scott Shaver. 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 Deibert, that:

- a) "The minutes of the October 21, 2013 Regular Meeting be approved,"
- b) "A public hearing be set for November 18, 2013, 6:05 p.m., regarding the acquisition of property located at 1308 E. 17th Street, Scottsbluff,"
- c) "The City Manager's appointment of Megan Heyward to the Parks, Recreation and Cemetery Board be approved,"
- d) "The City Manager's appointment of David Gompert to the Planning Commission be approved," "YEAS", Gonzales, Deibert, Shaver, McCarthy and Meininger, "NAYS" None. Absent: None.

Moved by Council Member Gonzales, seconded by Council Member Deibert, "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 November 4, 2013, as on file with the City Clerk and submitted to the City Council," "YEAS", Gonzales, Deibert, Shaver, McCarthy and Meininger, "NAYS" None. Absent: None.

CLAIMS

ABBIGAIL YELLMAN,REIMB,27.13; ACTION COMMUNICATION INC.,PAGER RENT,19.53; AIR CYCLE,DISPOSAL FEE,996.80; AIRPORT DEVELOPMENT,LLC,BOND PAYMENT,17573.21; ANITA'S GREENSCAPING,RAIN GDN MAINT/IMPROVE,390.98; BAKER & TAYLOR CO,BOOKS,330.53; BATTERY ZONE,DEPT SUPP,63.95; BLUFFS SANITARY SUPPLY INC.,DEPT

SUPPLIES,161.87; BROWN NELSON ELECTRIC,EFFLUENT BLDG MAINT,90.86; CAPITAL BUSINESS SYSTEMS INC.,EQUIP MAINT,76.07; CARR TRUMBULL LBR INC.,BUILD. MAIN.,149.34; CEMENTER'S INC,CEMENT,232.74; CENTURY LUMBER CENTER,DEPT SUPPLIES,54.59; CIRRUS HOUSE APT LLP,TREE REBATE,99.98; CITY OF GERING,HIDTA REIMB,2721.13; COLONIAL LIFE & ACCIDENT INS CORP, I,CONVERSION INVOICE,48.70; COMFORT INN-GRAND ISLAND,TRAINING,73.91; CONSOLIDATED MANAGEMENT,TRAINING,209.25; CONTRACTORS MATERIALS INC.,EQUIP MAINT,227.22; CREDIT MANAGEMENT SERVICES INC.,CONVERSION INVOICE,203.42; CULLIGAN INC.,BLDG MAINT,16.20; D&D COMMUNICATIONS,EQUIP MAINT,461.05; DALE'S TIRE & RETREADING, INC.,VEHICLE MTNC,3885.63; ELLIOTT EQUIPMENT COMPANY INC.,VEHICLE MTNC,401.72; ENERGY LABORATORIES, INC,SAMPLES,108.00; ENVIRO SERV INC,SAMPLES,135.00; FASTENAL CO.,SUPP,15.48; FEDERAL EXPRESS CORP.,SHIPPING FEES,98.84; FLOYD'S SALES & SERV INC.,VEHICLE MTNC,95.64; FRED PRYOR SEMINARS,SCHOOLING,199.00; FREMONT MOTOR SCOTTSBLUFF,LLC,VEHICLE MTNC,46.05; GENERAL TRAFFIC CONTROLS, INC,SUPP,572.09; GOLD WATCH LLC,DISPOSAL FEES,3000.00; HARRIS COMPUTER SYSTEMS,TECH SPRT,4743.40; HAWKINS, INC.,CHLORINE,1308.10; HD SUPPLY WATERWORKS, LTD,METER SUP,51,926.05; HEILBRUN FARM IND SUPP.INC.,EQUIP MAINT,297.21; HOME DEPOT CREDIT SERVICES,BLDG MAINT,99.01; HULLINGER GLASS & LOCKS INC.,DEPT SUP,7.75; HYDROTEX,FUEL SUPP,732.35; ICMA RETIREMENT TRUST-457,CONVERSION INVOICE,1106.94; IDEAL LINEN SUP INC.,DEPT SUP,199.99; INDEPENDENT PLUMBING & HEATING, INC,BUILD. MAIN,80.00; INTERNAL REVENUE SERVICE,FED,FICA,MED W/H,58639.59; JOHN DEERE FINANCIAL,UNIFORMS,3752.34; KIMBALL MIDWEST,SUPP,1058.61; KRIZ-DAVIS COMPANY INC.,ELECT. SUPP,262.38; LEAGUE ASSOC OF RISK MANAGEMENT,INS.RENEWAL,542,866.00; LOGAN CONTRACTORS SUPPLY INC,PARTS,61.65; LYNN GARTON,ADV TRAVEL,89.00; M.C. SCHAFF & ASSOC, INC,SB DRAIN REDESIGN,1767.50; MAILFINANCE INC,RENT MACHINE,345.00; MATHESON TRI-GAS INC,SUPP,181.10; MATTHEW M HUTT, PH-D,CONTRACTUAL SVC,450.00; MB COMPANIES, INC,PARTS,399.21; MENARDS,BLDG MAINT,297.93; MID-CONTINENT SAFETY,EQUIP REPAIR,23.19; MIDWEST MAILING SYSTEMS INC,DEPT SUPPL,170.00; MONEY WISE OFFICE SUPPLIES,DEPT SUPPLIES,323.00; NAT'L REC & PARK ASSOC.,MEMBERSHIPS,390.00; NE CHILD SUPPORT PAYMENT CENTER,CHILD SUPPORT,2217.16; NE DEPT OF REVENUE,STATE PYRL W/H,17740.11; NE LAW ENFORCEMENT TRAINING CENTER,TRAINING,10.00; NE LIFE MAGAZINE,SUBSCRIPTIONS,24.00; NEBRASKA MACHINERY COMPANY,EQUIP MAINT,4434.20; NEBRASKA MUNICIPAL CLERKS' ASSOC.,ANN DUES,35.00; NEBRASKA SALT AND GRAIN,DE-ICER,472.50; NEBRASKA STATEWIDE ARBORETUM,RAIN GARDEN PLANTS,192.00; NORTHWEST PIPE FITTINGS, INC. OF SCB,GROUND MAINT,68.78; NPPD,ELECTRIC,63,950.57; OREGON TRAIL PLBG & HTG INC,BLDG MAINT,218.00; PANHANDLE AREA DEVELOP DIST.,MEMBERSHIP,11,656.60; PANHANDLE RC&D,DUES,300.00; PLATTE VALLEY BANK,HSA EE & ER,11,975.96; POSTMASTER,POSTAGE,481.93; PRINT BROKER,DEPT SUPP,1559.82; PRINT EXPRESS,500.00 - EPM PERMITS,203.90; QUILL CORP,SUPPLIES,257.68; RCI,HEALTH PREM,57,645.43; RED BARN SHOP LLC,EQUIP MAINT,135.00; REGIONAL WEST MEDICAL CENTER,DEPT SUP,246.20; REGISTER OF DEEDS,LEGAL FEES,52.00; RESPOND FIRST AID SYSTEMS,DEPT SUPPLIES,68.99; SMEC,EMPLOYEE DEDUCTIONS,261.50; SANDBERG IMPLEMENT, INC,EQUIP MAINT,102.87; SCB FIREFIGHTERS UNION LOCAL 1454,UNION DUES,195.00; SCB POLICE OFFICERS ASS'N,UNION DUES,396; SCB TENT & AWNING,EQUIP REPAIR,54; SENSUS METERING SYSTEMS,SOFTWARE SUPPORT,1732.50; SHERIFF'S OFFICE,HIDTA OT REIMB,3079.50; SLAFTER OIL CO INC.,OTHER FUEL,146.90; SOURCE GAS,MONTHLY FUEL,1321.93; STAPLES,CONVERSION INVOICE,415.89; STATE HEALTH

LAB,SAMPLES,950.00; STATE OF NE.,CONTRACT SVCS,945.00; STATE OF NEBR-DEPT OF ADMIN SVC,MONTHLY LONG DISTANCE-OCT,141.21; STATE PATROL,HIDTA OT REIMB,3361.76; STEVE SCHANAMAN,ADV TRAVEL,110.00; THE SHERWIN-WILLIAMS CO,DEPT SUP,48.34; TOYOTA FINANCIAL SVCS,HIDTA CAR LEASE,383.99; TYLER TECHNOLOGIES, INC,CONSULT SERVICES,1625.00; U S WELDING,INC,DEPT SUPPLIES,51.78; UPSTART ENTERPRISES, LLC,DEPT SUPPLIES,25.98; US BANK-CPS,TRAINING,424.39; VERIZON WIRELESS,CELL PHONES,481.36; VIAERO WIRELESS,DIGGERS LOCATES,37.39; VOGEL PAINT - TED'S COOK PAINT,SUPP,16.70; WALMART COMMUNITY/GEMB,DEPT SUPL,39.41; WELLS FARGO BANK N.A.,RETIREMENT,28,253.45; WESTERN PATHOLOGY CONSULTANTS, INC,CONT SVC,275.00; WINKLER ELECTRIC INC,ELECT MAINT,159.08; WINTER EQUIPMENT CO, INC,PARTS,2532.50.

Moved by Mayor Meininger, seconded by Council Member Deibert, "to remove from the table the manager application for Applebee's liquor license," "YEAS", Gonzales, Deibert, Shaver, McCarthy and Meininger, "NAYS" None. Absent: None.

Margaret Stine, with Applebee's Neighborhood Grill and Bar, approached the Council to explain her role as manager of the Liquor License. She explained that she manages the licenses for all Nebraska Applebee's locations. The policy they have adopted includes immediate termination for any employee who serves to a minor. In addition, the manager on duty is also disciplined. All personnel who serve alcohol receive the alcohol training upon hire and twice a year. Mayor Meininger expressed his concern that usually the liquor license manager works on location and asked Ms. Stine how she would control alcohol sales. She explained that she is on location at least two times each year and the area director makes visits every two weeks. She explained that the proper sale of alcohol is strictly enforced and the company is very passionate about their responsibility and service to the community. The alcohol is stored in a locked closet with access restricted to the bar manager and general manager.

City Attorney Olsen questioned Ms. Stine about the location of the Area Director and responsibilities of the Bar Manager and General Manager. The Area Director is based in Cheyenne and visits our local Applebee's every two weeks. The Bar Manager and General Manager are responsible for ordering alcohol and the safekeeping of the products in a locked cabinet. As Manager of the Liquor License, Ms. Stine also has contact with the employees through webinars and contact calls. Their alcohol server training has been recognized nationally. Chief Spencer interviewed Ms. Stine and has no concerns regarding her role as manager of the Applebee's Liquor License.

Moved by Council Member Gonzales, seconded by Council Member McCarthy, "to forward a positive recommendation to the Nebraska Liquor Control Commission for Margaret Stine as the liquor license manager at Applebee's Neighborhood Grill and Bar, located at 2621 5th Ave., Scottsbluff," "YEAS", Gonzales, Deibert, Shaver, McCarthy and Meininger, "NAYS" None. Absent: None.

Council reviewed the claim submitted by Jim Graff for reimbursement for paving his alley. Staff investigated this claim and reported that Mr. Graff had an agreement with the City regarding use of this alley, of which he has not complied. Staff is recommending denial of the claim. Moved by Mayor Meininger, seconded by Council Member Shaver, "to deny the claim from Jim Graff in the amount of \$850.00 for alley maintenance of the 1700 Block of Ave. E," "YEAS", Gonzales, Deibert, Shaver, McCarthy and Meininger, "NAYS" None. Absent: None.

City Manager Kuckkahn presented the bids on the new street sweeper for Transportation. Both bids were from Nebraska Environmental, one for a demonstration sweeper and one for a new model. The new unit was only \$2500.00 more than the demo. Staff is recommending approving the bid for the new unit, which is less than the amount budgeted. Moved by Mayor Meininger, seconded by Council Member Deibert, to award the bid for a new, six wheel street sweeper for the Transportation Department to

Nebraska Environmental in the amount of \$126,306.00,” “YEAS”, Gonzales, Deibert, Shaver, McCarthy and Meininger, “NAYS” None. Absent: None.

Mr. Kuckkahn presented the agreement with ETS, a credit card merchant that will offer lower credit card processing fees and who’s servicing works seamlessly with our new software. This agreement will switch our credit card service for customer’s utility payments. This will provide lower fees for these payments. The savings will be approximately \$500.00 per month. Mr. Kuckkahn and Mayor Meininger complimented Finance Director Griffiths on the conversion to the new software, which is currently in process and will allow for the new credit card merchant. Moved by Council Member Shaver, seconded by Council Member Deibert, “to approve the credit card merchant agreement with ETS and approval of terminal rental agreement with ETS,” “YEAS”, Gonzales, Deibert, Shaver, McCarthy and Meininger, “NAYS” None. Absent: None.

Mr. Kuckkahn presented the contract with Seewald Construction to complete the Diamond Bright work on the Westmoor Pool. He informed the Council that Sewald is one of two companies who do this type of work. Their schedule is very unpredictable and there are no guarantees that the work will be completed by the time the pool opens. Moved by Council Member Deibert, seconded by Council Member McCarthy, “to approve the agreement and authorize the Mayor to sign the agreement with Seewald Construction for work to be done at the Westmoor Swimming Pool,” “YEAS”, Gonzales, Deibert, McCarthy and Meininger, “NAYS” Shaver. Absent: None.

Council reviewed the contract with Scotts Bluff County approving the remote locations of KENO at Racks Wine and Spirits and the Sugar Club. This is a three year contract which is required for the KENO operation. Moved by Council Member Deibert, seconded by Council Member McCarthy, “to approve the Keno Remote Location Operating Agreement with Scotts Bluff County for Racks Wine and Spirits, 1402 East 20th Street and the Sugar Club, 705 East Overland and authorize the Mayor to execute the agreement,” “YEAS”, Gonzales, Deibert, Shaver, McCarthy and Meininger, “NAYS” None. Absent: None.

City Manager Kuckkahn explained the changes in the Ordinance dealing with fees for proposed budgeted fees charged for water, wastewater, environmental services, and miscellaneous fees. Department heads reviewed fees as they relate to their departments and made recommendations based on comparisons with other communities for increases or amendments to the fees. Council Member Deibert introduced the Ordinance which was read by title on first reading: AN ORDINANCE OF THE CITY OF SCOTTSBLUFF AMENDING SEWER USER FEES AT CHAPTER 6 ARTICLE 6, INCLUDING SURCHARGE FOR STORMWATER REGULATORY REQUIREMENTS, AMENDING AND CHANGING THE SOLID WASTE COLLECTION FEES AT CHAPTER 6 ARTICLE 6, WATER SERVICE FEES AT CHAPTER 6 ARTICLE 6, PARKING FEES AT CHAPTER 6 ARTICLE 6, AND MISCELLANEOUS POLICE FEES FOR POLICE SERVICES AND PERMITS AT CHAPTER 6 ARTICLE 6, REPEALING PRIOR PROVISIONS OF THE MUNICIPAL CODE AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Meininger presented Council Member Deibert with a plaque expressing appreciation for the three years of service that he has served on the City Council. Mayor Meininger highlighted the work Council Member Deibert has done to get the pathway project extended and assistance with the walkability study. Council Member Deibert commented that he hopes he has made a difference in the community during his service on the City Council. He added that Scottsbluff is a fantastic community and hopes to see it listed as one of the top ten cities in which to live. Council Member Deibert will be moving to Lincoln for his job duties. His resignation from the Council will be effective as of November 8, 2013.

Under Council Reports, Mayor Meininger explained that the process for filling Council Member Deibert’s vacancy will be similar to the one when Mr. Boeckner’s Council seat was vacated last month. A notice and press release have been published stating that letters of interest can be submitted to the City Clerk by November 13, 2013 at noon. The Council will decide when to interview the candidates at the

November 18, 2013 meeting; the election of the new council member will take place at the December 2, 2013 meeting; and the new council member will be sworn in on December 16, 2013.

Moved by Council Member McCarthy, seconded by Council Member Deibert, "to adjourn the meeting at 6:30 p.m.," "YEAS", Deibert, McCarthy and Meininger, "NAYS" Gonzales, Shaver. Absent: None.

Mayor

ATTEST:

City Clerk

"SEAL"

City of Scottsbluff, Nebraska

Monday, November 18, 2013

Regular Meeting

Item Consent2

Acknowledge the claim filed by Leonard Tabor regarding damage to the building located at 510 Broadway and forward the claim to the city's insurance carrier.

Staff Contact: Rick Kuckkahn, City Manager

RECEIVED NOV 5 2013

LEONARD G. TABOR

Attorney · at · Law

1425 11th Street
P.O. Box 472
Gering, Nebraska 69341

Telephone (308) 436-7136
FAX (308) 436-4690

November 5, 2013

Cindy Dickenson
2525 Circle Drive
Scottsbluff, NE 69361

Dear Cindy:

As I discussed with you last week, one of your City garbage men ran into the new TDA building at 510 Broadway, ripping off part of the roof. I told our contractor, Rick Laymen, to go ahead and fix it. I believe Lisa from the city was there and looked at it also. When I receive his final invoice for necessary repairs, I will forward that onto the city. I trust there will be no problem with the city's insurance company paying for all of the labor and materials in order to fix the roof.

If you have any questions, please contact me. Thank you for your cooperation.

Yours Truly,



Leonard G. Tabor
Attorney at Law
LGT: KA

LEONARD G. TABOR LAW OFFICE

Attorney at Law
1425 11th Street • P.O. Box 472
Gering, Nebraska 69341
Phone #: (308) 436-7136
Fax #:(308) 436-4690

Date: November 5, 2013

To: City of Scottsbluff

Attn: Cindy

Fax: (308) 630-6294

Re:

Number of sheets in transmission (including cover sheet) 2

If you have any problems receiving this facsimile, please contact this office and ask for:

Kasandra.

THE INFORMATION CONTAINED IN THIS FACSIMILE MESSAGE IS PROTECTED BY THE ATTORNEY/CLIENT PRIVILEGE AND IS CONFIDENTIAL INFORMATION INTENDED ONLY FOR THE USE OF THE INDIVIDUAL OR ENTITY NAMED ABOVE. IF THE READER OF THIS MESSAGE IS NOT THE INTENDED RECIPIENT, YOU ARE HEREBY NOTIFIED THAT ANY UNAUTHORIZED DISSEMINATION, DISTRIBUTION OR COPY OF THIS COMMUNICATION IS STRICTLY PROHIBITED. IF YOU HAVE RECEIVED THIS COMMUNICATION IN ERROR, PLEASE NOTIFY US BY TELEPHONE IMMEDIATELY. THANK YOU.

City of Scottsbluff, Nebraska

Monday, November 18, 2013

Regular Meeting

Item Consent3

Council to approve the RFP for professional services relating to the Economic Development Study and authorize the City Clerk to advertise for proposals to be received by December 27, 2013 at 2:00 p.m.

Staff Contact: Rick Kuckkahn, City Manager



2525 Circle Drive
Scottsbluff, NE 69361

REQUEST FOR Statements of Qualifications and Bid Proposals

FOR

PROFESSIONAL SERVICES RELATING TO:

Economic development study including market analytics, strategic planning, site selection,
community assessments and organization building
in [the Cities of](#) Scottsbluff, Gering, Terrytown and Scotts Bluff County.

Issue Date: [November 18, 2013](#)

Publish Dates: November 22, 2013; November 29, 2013 and December 6, 2013

Closing Date/Time: [Friday, December 27, 2013](#) at 2:00 p.m.

Contact

Rick Kuckkahn, City Manager
308-630-6213

NOTICE

REQUEST FOR STATEMENTS OF QUALIFICATIONS and BID PROPOSALS Economic Development Study

The City of Scottsbluff is soliciting Statements of Qualifications and bid Proposals from Economic Development Consultants or other qualified providers to provide services in market analysis, strategic planning, site selection, community assessments and ways to enhance the economic development process. The project is the evaluation of existing conditions and strengths with recommendations to determine "best fit" industry, location in the community and the potential for long term, quality employment and site selection for new projects. All submittals must be received by the City Clerk, of the City of Scottsbluff, 2525 Circle Drive, Scottsbluff, Nebraska, 69361, prior to 2:00 p.m., Friday, December 27, 2013. Submittals must be in a sealed envelope plainly marked "Statement of Qualifications and Bid Proposal, Economic Development Study". Inquiries shall be addressed to Rick Kuckkahn, City Manager, 2525 Circle Drive, Scottsbluff, Nebraska, 69361, 308-630-6213. A copy of the Request for Qualifications and Proposal document may be obtained from the City Clerk at City Hall at the above location noted herein.

/s/ Cindy Dickinson, City Clerk

Publish – 11/22/13; 11/29/13; and 12/6/13

1. INTRODUCTION

The intent of this request is to solicit written Statements of Qualifications and Bid Proposals, hereafter referred to as "Proposal", from a qualified person, firm, or corporation, hereafter referred to as "Economic Development Consultant," to provide design services for:

1. Market analytics, strategic planning, site selection, community assessments, recommendations on site selection and recommended improvements to the economic development process.

To be eligible for consideration, the Economic Development Consultant must be capable of supplying the services as noted herein, and must also meet all other criteria outlined in this Proposal.

2. INQUIRIES AND CORRECTIONS

All inquiries relating to this request shall be addressed to:

Rick Kuckkahn, City Manager
City of Scottsbluff
2525 Circle Drive
Scottsbluff, NE 69361
(308) 630-6213

If a proposing Economic Development Consultant, prior to submitting a Proposal, finds discrepancies in, or omissions from this request, or should require additional clarification of any part thereof, a written request for interpretation may be submitted. Any interpretation of, or change made to the document will be made by written addendum to each proposing Economic Development Consultant, and shall become part of the request for any contract awarded. The City of Scottsbluff will not be responsible for the accuracy of any oral explanations. All inquiries shall be made in writing and all responses will be provided in writing, with copies being sent to all proposing Economic Development Consultant. To be given consideration, inquiries must be received at least ten (10) calendar days prior to the date established for the opening of the Proposal. It shall be the responsibility of each proposing Economic Development Consultant to verify that every addendum has been received prior to submitting Proposals.

3. SUBMITTAL DATE, LOCATION, AND OPENING

All Proposals must be received by the City Clerk of the City of Scottsbluff, 2525 Circle Drive, Scottsbluff, NE 69361 prior to **2:00 p.m., Friday, [December 27, 2013](#)**. Proposals must be submitted in a sealed envelope plainly marked "Statement of Qualifications and Bid Proposal: Economic Development Study". These Proposals will be evaluated utilizing the evaluation criteria herein. Final approval will be given by the Scottsbluff City Council.

4. LATE AND TELEPHONIC PROPOSALS

Late Proposals will not be accepted under any circumstances, and any Proposal so received shall be returned to the proposing Economic Development Consultant unopened. In addition, telegraphic and/or Proposals sent by electronic devices are not acceptable and will be rejected upon receipt. Proposing Economic Development Consultants will be expected to allow adequate time for the delivery of Proposals. Sole responsibility rests with the proposing Economic Development Consultant to see that their Proposal is received on time.

5. CONDITIONS OF PROPOSAL SUBMITTAL

Proposing Economic Development Consultants shall comply with at least all conditions, requirements, and specifications contained herein, with any insufficiency constituting sufficient cause for rejection of the Proposal.

The Proposal must be signed by a duly authorized official of the proposing Economic Development Consultant submitting the Proposal.

No Proposal will be accepted from any Economic Development Consultant that is in arrears for any obligation to the Cities, county or that otherwise may be deemed irresponsible or unresponsive by the City of Scottsbluff.

All prices quoted must be firm for a period of ninety (90) days following the opening of the Proposal. A form reflecting the proposed price (refer to section 8, items E and F) must be put in a separate sealed envelope to be opened once a determination has been made on which firm is most qualified for this project.

The City of Scottsbluff reserves the right to reject any and all Proposals or any part thereof. The right is reserved to waive any formalities or informalities contained in any Proposal, and to award the Proposal to the most responsive and responsible proposing Economic Development Consultant as deemed in the best interest of the City of Scottsbluff.

The City of Scottsbluff will not return Proposals or other information supplied to them by any proposing Economic Development Consultant.

6. EVALUATION OF PROPOSALS

Proposals will be evaluated on the basis of the Evaluation Criteria noted herein. The City of Scottsbluff may make a selection on the basis of the Proposals received, or may choose to "short list" prospective Economic Development Consultants for further negotiations.

The Economic Development Consultant selected for the award will be chosen on the basis of the apparent greatest benefit to the City of Scottsbluff and participating entities, and not necessarily on the basis of lowest price. The city reserves the right to negotiate the contract price.

Proposals shall be evaluated on the basis of the following criteria:

- A. Responsiveness to the needs of the City of Scottsbluff, both in service cost and in the scope of the services offered.

- B. Responsibility of the proposing Economic Development Consultant and its experience in dealing with municipal governments, including the City of Scottsbluff, on projects of similar scope and nature.
- C. The degree to which the Proposal meets or exceeds the terms of this Request for Proposal.
- D. The thoroughness with which the Economic Development Consultant has included all anticipated costs in the Proposal for each phase, through completion of the project. This includes hourly rates for service outside the scope of work.
- E. [The ability of the Economic Development Consultant to confer with the City of Scottsbluff and participating entities pertaining to matters included and/or not included in this Request for Proposal.](#)

7. SELECTION CRITERIA

Proposals will be reviewed, evaluated, and ranked by the Consultant Selection Committee. Price is not the main selection criteria and it is not to be included in the firm's Proposal. The price is to be submitted separately as stated in section 5. The selection criteria including their relative importance are:

- 1) Professional qualifications necessary for satisfactory performance. (15 points)
 - Project manager and key [team](#) members are qualified to perform the work categories on the project.
 - Consultant's knowledge of standards and procedures.
 - Qualifications of the team members, special skills and endorsements.
- 2) Specialized experience and technical competence in the type of work. (10 points)
 - Consultant has provided comparable projects they have been involved with.
 - Technical skills and specific ED success of the consultant.
- 3) Past performance on similar projects. (15 points)
 - Past performance evaluations [and examples of completed projects.](#)
 - References from past two years projects of a similar nature.
- 4) The capacity to accomplish the work in the required time. (10 points)
 - Consultant has adequate staff for this project.
 - Current workload of the consultant.
 - Projected timeline to complete the project.
- 5) Understanding the project. (10 points)
 - Consultant has demonstrated understanding of key elements of the project.
 - Consultant has provided comparable projects they have been involved with.

- 6) Approach to the project. (10 points)
 - Consultant has recognized and identified special circumstances on the project.
 - Consultant has provided logical approach to tasks and issues on the project.
- 7) Quality of the interview with the preferred candidates (20 points)
 - Interview was clear and concise.
 - Questions were appropriately answered by consultant.
- 8) Location of the project and knowledge of the area. (10 points)
 - The consultant demonstrates their process for gaining an understanding of the community's strengths and potential of the Scottsbluff, Gering, Terrytown and Scotts Bluff County.
 - Location criteria shall not be based on a political boundary (e.g. city or county limits).

8. PROPOSAL ELEMENTS AND FORMAT

Proposals submitted shall contain all information as requested herein and any additional information necessary to summarize the overall benefit of the Proposal to the City of Scottsbluff [and participating entities](#).

Proposals shall include, but not limited to, the following:

- A. A cover letter shall be provided stating the name, address, and telephone number of the proposing Economic Development Consultant, and must bear the signature of the person having the authority to make the Proposal for the Economic Development Consultant and bind the Economic Development Consultant in a formal contract with the City of Scottsbluff.
- B. A response that defines the methods and means by which the proposing Economic Development Consultant will perform the services outlined in the Request for Proposal.
- C. A project timeline outlining the dates and specific tasks necessary to provide the requested services.
- D. A list of what portion, if any, of services will be subcontracted and who will be used (name, address and phone number).
- E. A list of all costs for each phase of the project, through its completion, including preliminary design format, public meetings, and final presentation and report to the committee and cities/county.
- F. A list of hourly rates that would be charged for additional service outside the scope of work.
- G. A list of at least three (3) references for which similar services have been provided. Include contact names, addresses, and telephone numbers.
- H. Any other information deemed necessary by the proposing Economic Development Consultant.
- I. Please provide **three (3)** copies of the Proposal.

Submittal of the Proposal shall constitute as certification that the Economic Development Consultant has full knowledge of the scope, nature, quality, and quantity of the work to be performed, and the detailed requirements and conditions under which the work is to be performed.

9. GENERAL REQUIREMENTS OF THE SUCCESSFUL PROPOSING ECONOMIC DEVELOPMENT CONSULTANT

Professional service or creative work including consultation, investigation, evaluation, planning, design, etc., must be performed by an Economic Development Consultant.

The successful proposing Economic Development Consultant shall be prohibited from assigning or subcontracting the whole or any part of the contract without the prior written consent of the City of Scottsbluff.

The successful proposing Economic Development Consultant shall demonstrate experience with a range of successful economic development strategies and approaches.

The successful proposing Economic Development Consultant shall not hire, discharge, promote, demote, or otherwise discriminate in matters of compensation, terms, conditions, or privileges of employment against any person otherwise qualified solely because of race, creed, sex, national origin, ancestry, physical or mental disability, color, or age.

The successful proposing Economic Development Consultant and its employees will operate as an independent contractor and will not be considered employees of the City of Scottsbluff or any member agency.

10. SCOPE OF SERVICES

Topics to be addressed in the RFP include the following. This list is not intended to exclude any potential options or topics of concern that may arise during the preparation of the Proposal. At a minimum, the Proposal shall indicate the options, concerns and recommendations for the proposed study. Proposal information and responsibilities should help the community answer the following questions: The following outlines basic elements but is not intended to limit contents of the Economic Development Consultants proposal.

- 1) Preliminary Field Surveys. The Economic Development Consultant may utilize whatever methods or practices they consider industry standard to compile information related to community preference, community potential and prospect for long term sustainability.
- 2) Review such available reports, plans, maps and other data relative to the project.
- 3) Meet with reviewing staff, Twin City Development, LB840 Committee and other economic development interests for the purpose of evaluating alternatives and best approach to fit the proposal to the area being considered in this RFP.

4) Public Meetings and private one on one meetings. Public meetings to gather input from the community and its leaders. The number and such meetings should be part of the proposal.

5) We seek to answer these question and address the following elements in the study:

What and how much commercial/industrial land should be added to meet the community's economic objectives now and in the long term?

Criteria used to identify commercial/industrial land.

What steps can local government take to add greater certainty to the land use permitting process, ensuring that projects conform to the plan?

What steps need to be taken to secure desired land without stimulating speculation?

How can the city participate in securing land without delaying the sale to purchasers?

What capital facilities and services need to be provided to maintain existing and promote future economic activities and attract new businesses, entrepreneurs and manufacturing to the area?

What transportation network improvements are necessary to promote economic activities and cost?

What utility improvements will be necessary to promote and support economic activities within the community and cost?

What considerations must be made to assure the right mix of housing to support economic objectives?

What are the necessary considerations for environmental quality and maintaining existing quality of life as the entities move to promote the areas full economic development potential?

A study of target industry has been completed. Based on a review of that information are additions or subtractions in order? Can the target industry "list" be refined or are specific industries ripe for recruiting at the national level. What steps need to be taken to recruit the short and long term targets?

Does the workforce meet the needs of the target industry and what training or enhancements can be made to recruit additional economic activity through workforce development?

What role do the historic resources play in economic development and how can these resources be managed in a manner that protects the resource, while maintaining Scottsbluff, Gering, Terrytown and quality of life and economic development potential?

What priority sites should be considered for future economic development activity and how should those sites be handled to promote it. This includes partnerships to purchase the subject property, options to purchase and any other forms of control that may be employed to implement recommended sites.

Several areas to locate commercial/industrial activity have been identified however a full evaluation of the potential of these sites will be required. This includes land use relationships, infrastructure costs, transportation, communication and design of the site to make it ready for immediate development. Companies interested in locating in the area must be convinced they will be able to quickly build and begin operations.

The area has a number of unique assets which must be considered as part of this study. A fiber loop, rail, highway corridors, excess sewer and water capacity.

The area draws from a market area well beyond it's boundaries. Employees and employers locate understanding the convenience of connections between various communities. Development potential for major commercial/industrial exist in these locations. We are interested in a good fit and are not attempting to force users to the Scottsbluff/Gering/Terrytown location if other better suited locations exist. An evaluation of the best fits is also an important consideration.

- 6) Ownership of Documents – Upon completion or termination of the project, all documents prepared by the Economic Development Consultant, including plans, tracings, drawings, estimates, specifications, field notes, investigations, studies and reports shall become the property of, and be delivered to, the City [of Scottsbluff](#). The City acknowledges that the documents are prepared only for the project. [The City of Scottsbluff reserves the right to share ownership of documents with participating entities.](#)

11. INDEMNIFICATION

The Economic Development Consultant agrees to indemnify and hold harmless the City of Scottsbluff, and its officers and its employees, from and against all liability, claims, demands, and expenses, including court costs and attorney fees, on account of any injury, loss, or damage, which may arise out of or are in any manner connected with the work to be performed, if such injury, loss, or damage is caused in whole or in part by, or is claimed to be caused in whole or in part by, the negligent act or omission, error, professional error, mistake, accident, or other fault of the Economic Development Consultant, subcontractor of the Economic Development Consultant, or any officer, employee, or agent of the Economic Development Consultant.

12. INSURANCE REQUIREMENTS

The Economic Development Consultant Firm will secure and maintain during the term of the contract a policy of professional liability insurance protecting the Economic Development Consultant and its employees in an amount not less than \$1,000,000. The Economic Development Consultant shall also maintain in effect a policy for worker's compensation insurance in the amount required by Nebraska Law. All policies will need to be secured from an insurance company authorized to do business in the State of Nebraska.

The Economic Development Consultant Firm will also secure and maintain an insurance policy or policies in an amount of not less than \$1,000,000 which protects it and the City from damages resulting from the Economic Development Consultant's

conduct. The Certificate of Insurance shall specifically name the City as an additional insured party.

The Economic Development Consultant Firm may not start work until evidence of all required insurance has been submitted and approved by the City. The Economic Development Consultant Firm must cease work if any of the required insurance is cancelled or expires.

Three (3) copies of certificates of insurance shall be submitted to and approved by the City prior to the execution of the contract. The certificates must contain the agreement of the insurance company notifying the City in writing ten (10) days prior to any cancellation or material alternation of the policy. The contractor shall not allow any work under the contract to be performed by a subcontractor unless evidence of similar insurance covering the activities of the subcontractor is submitted to and approved by the City.

13. CONTRACT NEGOTIATION

The City of Scottsbluff reserves the right to negotiate any and all items in the formal contract as they may relate to the Scope of Services, etc., found in this document.

City of Scottsbluff, Nebraska

Monday, November 18, 2013

Regular Meeting

Item Consent4

Council to set a Public Hearing for December 2, 2013 at 6:05 p.m. regarding the Preliminary Plat for Blocks 1, through 7, Reganis Subdivision a replat of Lots 1 & 2, Block 1, Idlewylde Addition and part of Block 1A, Scotts Bluff College Tract, and unplatted lands.

Staff Contact: Annie Urdiales

Agenda Statement

Item No.

For meeting of: November 18, 2013

AGENDA TITLE: Public Hearing for a preliminary plat of Blocks 1, through 7, Reganis Subdivision a replat of Lots 1 & 2, Block 1, Idlewylde Addition and part of Block 1A, Scotts Bluff College Tract, and unplatted lands situated in S ½ Section 13, T22N, R55W of the 6th P.M. in the City of Scottsbluff, Scotts Bluff County Nebraska.

SUBMITTED BY DEPARTMENT/ORGANIZATION: Development Services Department

PRESENTATION BY: Rick Kuckkahn

SUMMARY EXPLANATION: M. C. Schaff and Associates engineers for Tim & Virginia Reganis submitted a preliminary plat for the above stated property. The property consists of approximately 25.27 acres. City Staff and the City's Consultant have reviewed the plat and the plats meet existing city codes of the Residential and Commercial zoning districts.

BOARD/COMMISSION RECOMMENDATION: At a regular meeting held on November 12, 2013 the Planning Commission approved the preliminary plat and that the Developer will comply with City of Scottsbluff specifications and street standards as required by city ordinance.

STAFF RECOMMENDATION: Approval of the Preliminary Plat, with conditions as noted for the entire subdivision is recommended at this time.

EXHIBITS

Resolution ☐ Ordinance ☐ Contract ☐ Minutes x Plan/Map x

Other (specify) ☐ _____

NOTIFICATION LIST: Yes ☐ No ☐ Further Instructions ☐

Larry McCaslin, M.C. Schaff & Associates, 818 South Beltline Hwy E

APPROVAL FOR SUBMITTAL: _____

City Manager

City of Scottsbluff, Nebraska

Monday, November 18, 2013

Regular Meeting

Item Consent5

Council to set a Public Hearing for December 2, 2013 at 6:05 p.m. regarding the zone change request for the Reganis Subdivision - .80 acres will be rezoned to Residential R-1 and 3.22 acres will be rezoned to C-2 Neighborhood and Retail Commercial.

Staff Contact: Annie Urdiales

Agenda Statement

Item No.

For meeting of: November 18, 2013

AGENDA TITLE: Set Public Hearing for zone change request for Reganis Subdivision - .80 acres will be rezoned to Residential R-1 and 3.22 acres will be rezoned to C-2 Neighborhood and Retail Commercial these zone changes will adjust current zoning in this area.

SUBMITTED BY DEPARTMENT/ORGANIZATION: Development Services

PRESENTATION BY: Rick Kuckkahn

SUMMARY EXPLANATION: Public hearing for zone change request from property owners, Tim & Virginia Reganis to rezone proposed Lots & Blocks in the Reganis Subdivision 3.22 acres ± will be rezoned to C-2 and .80 acres will be rezoned to R-1 this adjustment of the zoning will be at the centerline of the proposed Wintercreek Drive extension. The north side of the street will be zoned residential and the south half will be zoned commercial. These parcels are located north of 27th Street, east of Highway 26, west of WNCC, and south of Talisman Drive. Surrounding properties are zoned Residential to the north, west and east, with an area zoned C-2 to the northwest. The City's comprehensive development plan future land use map designates the area as Business Center.

BOARD/COMMISSION RECOMMENDATION: STAFF RECOMMENDATION:

EXHIBITS

Resolution Ordinance Contract Minutes Plan/Map

Other (specify) ☐ _____

NOTIFICATION LIST: Yes No ☐ Further Instructions ☐

APPROVAL FOR SUBMITTAL: _____
City Manager

Rev 3/1/99CClerk

City of Scottsbluff, Nebraska

Monday, November 18, 2013

Regular Meeting

Item Consent6

Council to consider closing City offices at 12:00 noon on December 24, 2013, Christmas Eve.

Staff Contact: Rick Kuckahn, City Manager

City of Scottsbluff, Nebraska

Monday, November 18, 2013

Regular Meeting

Item Claims1

Regular Claims

Staff Contact: Renae Griffiths, Finance Director



Expense Approval Report

By Vendor Name

Post Dates 11/5/2013 - 11/18/2013

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: 3 A RENTALS LLC					
Fund: 641 - WATER					
UTIL REF	REFUNDS PAYABLE				133.18
				Fund 641 - WATER Total:	133.18
				Vendor 3 A RENTALS LLC Total:	133.18
Vendor: ACTION COMMUNICATION INC.					
Fund: 212 - TRANSPORTATION					
PAGER RENT	CONTRACTUAL SERVICES				19.61
				Fund 212 - TRANSPORTATION Total:	19.61
				Vendor ACTION COMMUNICATION INC. Total:	19.61
Vendor: AHLERS BAKING INC					
Fund: 111 - GENERAL					
DEPT SUPPL	DEPARTMENT SUPPLIES				62.99
				Fund 111 - GENERAL Total:	62.99
				Vendor AHLERS BAKING INC Total:	62.99
Vendor: ALAMAR UNIFORMS					
Fund: 111 - GENERAL					
UNIFORMS	UNIFORMS & CLOTHING				75.46
				Fund 111 - GENERAL Total:	75.46
				Vendor ALAMAR UNIFORMS Total:	75.46
Vendor: ALLO COMMUNICATIONS					
Fund: 111 - GENERAL					
LOCAL TELEPHONE CHARGES	TELEPHONE				235.03
LOCAL TELEPHONE CHARGES	TELEPHONE				69.30
LOCAL TELEPHONE CHARGES	TELEPHONE				67.80
LOCAL TELEPHONE CHARGES	TELEPHONE				37.07
LOCAL TELEPHONE CHARGES	TELEPHONE				227.80
LOCAL TELEPHONE CHARGES	TELEPHONE				210.88
LOCAL TELEPHONE CHARGES	TELEPHONE				291.12
LOCAL TELEPHONE CHARGES	TELEPHONE				1,615.50
LOCAL TELEPHONE CHARGES	TELEPHONE				551.28
LOCAL TELEPHONE CHARGES	TELEPHONE				170.25
LOCAL TELEPHONE CHARGES	TELEPHONE				168.75
				Fund 111 - GENERAL Total:	3,644.78
Fund: 212 - TRANSPORTATION					
LOCAL TELEPHONE CHARGES	TELEPHONE				517.43
				Fund 212 - TRANSPORTATION Total:	517.43
Fund: 213 - CEMETERY					
LOCAL TELEPHONE CHARGES	TELEPHONE				69.30
				Fund 213 - CEMETERY Total:	69.30
Fund: 621 - ENVIRONMENTAL SERVICES					
LOCAL TELEPHONE CHARGES	TELEPHONE				141.60
				Fund 621 - ENVIRONMENTAL SERVICES Total:	141.60
Fund: 631 - WASTEWATER					
LOCAL TELEPHONE CHARGES	TELEPHONE				135.60
				Fund 631 - WASTEWATER Total:	135.60
Fund: 641 - WATER					
LOCAL TELEPHONE CHARGES	TELEPHONE				102.45
				Fund 641 - WATER Total:	102.45

Expense Approval Report

Post Dates: 11/5/2013 - 11/18/2013

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Fund: 661 - STORMWATER					
LOCAL TELEPHONE CHARGES	TELEPHONE				33.15
Fund 661 - STORMWATER Total:					33.15
Fund: 721 - GIS SERVICES					
LOCAL TELEPHONE CHARGES	TELEPHONE				34.07
Fund 721 - GIS SERVICES Total:					34.07
Vendor ALLO COMMUNICATIONS Total:					4,678.38
Vendor: AMELIA FRASER					
Fund: 641 - WATER					
UTIL REFUND	REFUNDS PAYABLE				24.07
Fund 641 - WATER Total:					24.07
Vendor AMELIA FRASER Total:					24.07
Vendor: AMERI-TECH EQUIP CO					
Fund: 212 - TRANSPORTATION					
PARTS	VEHICLE MAINTENANCE				450.91
Fund 212 - TRANSPORTATION Total:					450.91
Vendor AMERI-TECH EQUIP CO Total:					450.91
Vendor: ANA J GONZALEZ					
Fund: 641 - WATER					
UTILITY REFUND	REFUNDS PAYABLE				37.72
Fund 641 - WATER Total:					37.72
Vendor ANA J GONZALEZ Total:					37.72
Vendor: ANN ENGELHAUPT					
Fund: 641 - WATER					
util.refund	UTILITY PENALTIES				13.42
Fund 641 - WATER Total:					13.42
Vendor ANN ENGELHAUPT Total:					13.42
Vendor: ANTHONY J MURPHY					
Fund: 111 - GENERAL					
ADV TRVL	SCHOOL & CONFERENCE				191.32
Fund 111 - GENERAL Total:					191.32
Vendor ANTHONY J MURPHY Total:					191.32
Vendor: ASSURITY LIFE INSURANCE CO					
Fund: 713 - CASH & INVESTMENT POOL					
LIFE INS P/R DED	LIFE INS EE PAYABLE				72.21
Fund 713 - CASH & INVESTMENT POOL Total:					72.21
Vendor ASSURITY LIFE INSURANCE CO Total:					72.21
Vendor: AUTOZONE, INC					
Fund: 111 - GENERAL					
equip. repairs	EQUIPMENT MAINTENANCE				12.78
dept. supplies	EQUIPMENT MAINTENANCE				12.76
Fund 111 - GENERAL Total:					25.54
Vendor AUTOZONE, INC Total:					25.54
Vendor: BARCO INC.					
Fund: 212 - TRANSPORTATION					
GALV. POSTS	DEPARTMENT SUPPLIES				1,060.65
Fund 212 - TRANSPORTATION Total:					1,060.65
Vendor BARCO INC. Total:					1,060.65
Vendor: BATTERY ZONE					
Fund: 111 - GENERAL					
INVEST SUPPL	INVESTIGATION SUPPLIES				24.55

Expense Approval Report

Post Dates: 11/5/2013 - 11/18/2013

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
INVEST SUPPL	INVESTIGATION SUPPLIES				45.91
				Fund 111 - GENERAL Total:	70.46
				Vendor BATTERY ZONE Total:	70.46
Vendor: BLUFFS SANITARY SUPPLY INC.					
Fund: 111 - GENERAL					
DEPT SUPPL	DEPARTMENT SUPPLIES				49.17
DEPT SUPPL	DEPARTMENT SUPPLIES				49.18
Jntrl sup	JANITORIAL SUPPLIES				141.29
Jntrl sup.	JANITORIAL SUPPLIES				34.50
				Fund 111 - GENERAL Total:	274.14
Fund: 621 - ENVIRONMENTAL SERVICES					
Dept Supplies	DEPARTMENT SUPPLIES				299.31
				Fund 621 - ENVIRONMENTAL SERVICES Total:	299.31
Fund: 631 - WASTEWATER					
Office sup	DEPARTMENT SUPPLIES				86.65
				Fund 631 - WASTEWATER Total:	86.65
Fund: 641 - WATER					
Office sup	DEPARTMENT SUPPLIES				86.66
				Fund 641 - WATER Total:	86.66
				Vendor BLUFFS SANITARY SUPPLY INC. Total:	746.76
Vendor: BRIAN E STOTT					
Fund: 641 - WATER					
UTIL REF	REFUNDS PAYABLE				31.27
				Fund 641 - WATER Total:	31.27
				Vendor BRIAN E STOTT Total:	31.27
Vendor: BRIDGET N FARRO					
Fund: 641 - WATER					
UTIL REFUND	REFUNDS PAYABLE				12.41
				Fund 641 - WATER Total:	12.41
				Vendor BRIDGET N FARRO Total:	12.41
Vendor: CAPITAL BUSINESS SYSTEMS INC.					
Fund: 111 - GENERAL					
COPIER MAINT	EQUIPMENT MAINTENANCE				52.58
				Fund 111 - GENERAL Total:	52.58
				Vendor CAPITAL BUSINESS SYSTEMS INC. Total:	52.58
Vendor: CARR TRUMBULL LBR INC.					
Fund: 212 - TRANSPORTATION					
SUPP	DEPARTMENT SUPPLIES				15.39
				Fund 212 - TRANSPORTATION Total:	15.39
Fund: 213 - CEMETERY					
DPT SUP	DEPARTMENT SUPPLIES				6.79
				Fund 213 - CEMETERY Total:	6.79
				Vendor CARR TRUMBULL LBR INC. Total:	22.18
Vendor: CEMENTER'S INC					
Fund: 641 - WATER					
Maint Sup	DEPARTMENT SUPPLIES				69.82
				Fund 641 - WATER Total:	69.82
				Vendor CEMENTER'S INC Total:	69.82
Vendor: CENTURY LUMBER CENTER					
Fund: 111 - GENERAL					
DEP SUP	DEPARTMENT SUPPLIES				84.46
				Fund 111 - GENERAL Total:	84.46
				Vendor CENTURY LUMBER CENTER Total:	84.46

Expense Approval Report

Post Dates: 11/5/2013 - 11/18/2013

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: CHAMPLAIN PLANNING PRESS, INC					
Fund: 111 - GENERAL					
membership	MEMBERSHIPS				95.00
3 welcome guides	PUBLICATIONS				49.25
				Fund 111 - GENERAL Total:	144.25
				Vendor CHAMPLAIN PLANNING PRESS, INC Total:	144.25
Vendor: Cherry County Sheriff's Office					
Fund: 111 - GENERAL					
CONTRACTUAL SERVICES	CONTRACTUAL SERVICES				64.50
				Fund 111 - GENERAL Total:	64.50
				Vendor Cherry County Sheriff's Office Total:	64.50
Vendor: CHILD DEV CENTER SPRINKLER					
Fund: 641 - WATER					
UTIL REF	REFUNDS PAYABLE				52.60
				Fund 641 - WATER Total:	52.60
				Vendor CHILD DEV CENTER SPRINKLER Total:	52.60
Vendor: CITY OF GERING					
Fund: 111 - GENERAL					
CON SRV	CONTRACTUAL SERVICES				22.15
CON SRV	CONTRACTUAL SERVICES				25.75
				Fund 111 - GENERAL Total:	47.90
Fund: 621 - ENVIRONMENTAL SERVICES					
disposal fees	DISPOSAL FEES				38,241.91
				Fund 621 - ENVIRONMENTAL SERVICES Total:	38,241.91
				Vendor CITY OF GERING Total:	38,289.81
Vendor: COMFORT INN-GRAND ISLAND					
Fund: 111 - GENERAL					
TRAINING	SCHOOL & CONFERENCE				221.73
				Fund 111 - GENERAL Total:	221.73
				Vendor COMFORT INN-GRAND ISLAND Total:	221.73
Vendor: CONNECTING POINT INC					
Fund: 111 - GENERAL					
RENT-MACHINES	RENT-MACHINES				47.86
				Fund 111 - GENERAL Total:	47.86
				Vendor CONNECTING POINT INC Total:	47.86
Vendor: CONSOLIDATED MANAGEMENT					
Fund: 111 - GENERAL					
TRAINING	SCHOOL & CONFERENCE				310.75
TRAINING	SCHOOL & CONFERENCE				291.75
				Fund 111 - GENERAL Total:	602.50
				Vendor CONSOLIDATED MANAGEMENT Total:	602.50
Vendor: CONTINUUM EMPLOYEE ASSITANCE					
Fund: 812 - HEALTH INSURANCE					
contr.serv	CONTRACTUAL SERVICES				5,500.00
				Fund 812 - HEALTH INSURANCE Total:	5,500.00
				Vendor CONTINUUM EMPLOYEE ASSITANCE Total:	5,500.00
Vendor: CONTRACTORS MATERIALS INC.					
Fund: 212 - TRANSPORTATION					
SUPP	DEPARTMENT SUPPLIES				146.02
SUPP	DEPARTMENT SUPPLIES				4.12
SUPP	DEPARTMENT SUPPLIES				31.85
				Fund 212 - TRANSPORTATION Total:	181.99
				Vendor CONTRACTORS MATERIALS INC. Total:	181.99

Expense Approval Report

Post Dates: 11/5/2013 - 11/18/2013

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: COUNTY COURT SCOTTS BLUFF COUNTY					
Fund: 111 - GENERAL					
COURT COSTS	LEGAL FEES				371.00
Fund 111 - GENERAL Total:					371.00
Vendor COUNTY COURT SCOTTS BLUFF COUNTY Total:					371.00
Vendor: CREDIT MANAGEMENT SERVICES INC.					
Fund: 713 - CASH & INVESTMENT POOL					
WAGE ATTACH	WAGE ATTACHMENT EE PAY				203.42
Fund 713 - CASH & INVESTMENT POOL Total:					203.42
Vendor CREDIT MANAGEMENT SERVICES INC. Total:					203.42
Vendor: CULLIGAN INC.					
Fund: 111 - GENERAL					
BLDG MAINT	BUILDING MAINTENANCE				8.10
BLDG MAINT	BUILDING MAINTENANCE				8.10
DEPT SUPP	DEPARTMENT SUPPLIES				32.40
BLDG MAINT	BUILDING MAINTENANCE				62.82
BLDG MAINT	BUILDING MAINTENANCE				62.83
Dept sup	DEPARTMENT SUPPLIES				64.80
Fund 111 - GENERAL Total:					239.05
Fund: 621 - ENVIRONMENTAL SERVICES					
dept supplies	DEPARTMENT SUPPLIES				55.80
dept supplies	DEPARTMENT SUPPLIES				18.00
Fund 621 - ENVIRONMENTAL SERVICES Total:					73.80
Vendor CULLIGAN INC. Total:					312.85
Vendor: D & H ELECTRONICS INC.					
Fund: 111 - GENERAL					
EQUIP MAINT	EQUIPMENT MAINTENANCE				13.67
Fund 111 - GENERAL Total:					13.67
Vendor D & H ELECTRONICS INC. Total:					13.67
Vendor: DALE'S TIRE & RETREADING, INC.					
Fund: 111 - GENERAL					
VEH MTC	VEHICLE MAINTENANCE				48.81
EQP MTC	EQUIPMENT MAINTENANCE				12.00
VEH MTC	VEHICLE MAINTENANCE				26.00
EQP MTC	EQUIPMENT MAINTENANCE				12.00
Fund 111 - GENERAL Total:					98.81
Fund: 212 - TRANSPORTATION					
TIRE REPAIR	VEHICLE MAINTENANCE				50.00
TIRES	VEHICLE MAINTENANCE				1,037.30
Fund 212 - TRANSPORTATION Total:					1,087.30
Fund: 631 - WASTEWATER					
Equip maint	EQUIPMENT MAINTENANCE				103.00
Fund 631 - WASTEWATER Total:					103.00
Vendor DALE'S TIRE & RETREADING, INC. Total:					1,289.11
Vendor: DANKO EMERGENCY EQUIPMENT CO					
Fund: 111 - GENERAL					
dept supplies	DEPARTMENT SUPPLIES				391.95
Fund 111 - GENERAL Total:					391.95
Vendor DANKO EMERGENCY EQUIPMENT CO Total:					391.95
Vendor: DAVID W GOMPERT					
Fund: 641 - WATER					
UTIL REF	REFUNDS PAYABLE				8.91
Fund 641 - WATER Total:					8.91
Vendor DAVID W GOMPERT Total:					8.91

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: DITCH-WITCH INC					
Fund: 213 - CEMETERY					
EQP MTC	EQUIPMENT MAINTENANCE				51.96
Fund 213 - CEMETERY Total:					51.96
Vendor DITCH-WITCH INC Total:					51.96
Vendor: DUHAMEL BROADCASTING ENT.					
Fund: 661 - STORMWATER					
Public Ed Ads	CONTRACTUAL SERVICES				325.00
Fund 661 - STORMWATER Total:					325.00
Vendor DUHAMEL BROADCASTING ENT. Total:					325.00
Vendor: ELLIOTT EQUIPMENT COMPANY INC.					
Fund: 621 - ENVIRONMENTAL SERVICES					
dept supplies	DEPARTMENT SUPPLIES				2,104.00
dept supplies	DEPARTMENT SUPPLIES				27,884.48
dept supplies	DEPARTMENT SUPPLIES				453.03
Fund 621 - ENVIRONMENTAL SERVICES Total:					30,441.51
Vendor ELLIOTT EQUIPMENT COMPANY INC. Total:					30,441.51
Vendor: ENVIRO SERV INC					
Fund: 641 - WATER					
Samples	SAMPLES				45.00
Samples	SAMPLES				60.00
Samples	SAMPLES				15.00
Fund 641 - WATER Total:					120.00
Vendor ENVIRO SERV INC Total:					120.00
Vendor: FASTENAL CO.					
Fund: 212 - TRANSPORTATION					
SUPP	DEPARTMENT SUPPLIES				1.05
Fund 212 - TRANSPORTATION Total:					1.05
Fund: 621 - ENVIRONMENTAL SERVICES					
vehicle mtnc	VEHICLE MAINTENANCE				12.12
Fund 621 - ENVIRONMENTAL SERVICES Total:					12.12
Vendor FASTENAL CO. Total:					13.17
Vendor: FEDERAL EXPRESS CORP.					
Fund: 641 - WATER					
Shipping	POSTAGE				37.25
Fund 641 - WATER Total:					37.25
Vendor FEDERAL EXPRESS CORP. Total:					37.25
Vendor: FELSBURG HOLT & ULLEVIG, INC					
Fund: 212 - TRANSPORTATION					
ENG. SERVICE	STREET PROJECTS				640.51
Fund 212 - TRANSPORTATION Total:					640.51
Vendor FELSBURG HOLT & ULLEVIG, INC Total:					640.51
Vendor: FLOYD'S SALES & SERV INC.					
Fund: 621 - ENVIRONMENTAL SERVICES					
vehicle mtnc	VEHICLE MAINTENANCE				2,915.22
vehicle mtnc	VEHICLE MAINTENANCE				28.29
vehicle parts	VEHICLE MAINTENANCE				45.01
Fund 621 - ENVIRONMENTAL SERVICES Total:					2,988.52
Vendor FLOYD'S SALES & SERV INC. Total:					2,988.52
Vendor: FRANK IMPLEMENT INC.					
Fund: 111 - GENERAL					
EQP MTC	EQUIPMENT MAINTENANCE				654.91
EQP MTC	EQUIPMENT MAINTENANCE				318.45
CON SRV	CONTRACTUAL SERVICES				1,500.00
EQP MTC	EQUIPMENT MAINTENANCE				14.51

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
EQP MTC	EQUIPMENT MAINTENANCE				225.95
EQP MTC	EQUIPMENT MAINTENANCE				17.86
EQP MTC	EQUIPMENT MAINTENANCE				36.72
Fund 111 - GENERAL Total:					2,768.40
Vendor FRANK IMPLEMENT INC. Total:					2,768.40
Vendor: GENERAL TRAFFIC CONTROLS, INC					
Fund: 212 - TRANSPORTATION					
TRAF EQUIP. REPAIR	DEPARTMENT SUPPLIES				197.68
Fund 212 - TRANSPORTATION Total:					197.68
Vendor GENERAL TRAFFIC CONTROLS, INC Total:					197.68
Vendor: GOLD WATCH LLC					
Fund: 621 - ENVIRONMENTAL SERVICES					
disposal fees	DISPOSAL FEES				750.00
Fund 621 - ENVIRONMENTAL SERVICES Total:					750.00
Vendor GOLD WATCH LLC Total:					750.00
Vendor: HAWKINS, INC.					
Fund: 641 - WATER					
Sodium hypo	CHEMICALS				1,793.60
Fund 641 - WATER Total:					1,793.60
Vendor HAWKINS, INC. Total:					1,793.60
Vendor: HEILBRUN FARM IND SUPP.INC.					
Fund: 111 - GENERAL					
Equip repairs	EQUIPMENT MAINTENANCE				86.77
dept supplies	DEPARTMENT SUPPLIES				60.50
BDG MTC	BUILDING MAINTENANCE				33.12
VHC MTC	EQUIPMENT MAINTENANCE				18.63
dept supplies	DEPARTMENT SUPPLIES				41.16
EQP MTC	EQUIPMENT MAINTENANCE				161.94
Fund 111 - GENERAL Total:					402.12
Fund: 212 - TRANSPORTATION					
PARTS - ADPTR	VEHICLE MAINTENANCE				20.62
PARTS	VEHICLE MAINTENANCE				114.28
PARTS	VEHICLE MAINTENANCE				21.76
SUPP	DEPARTMENT SUPPLIES				0.72
PATS	EQUIPMENT MAINTENANCE				4.86
SUPP	DEPARTMENT SUPPLIES				14.29
PARTS	EQUIPMENT MAINTENANCE				6.08
PARTS	VEHICLE MAINTENANCE				32.28
PARTS	EQUIPMENT MAINTENANCE				87.94
PARTS	VEHICLE MAINTENANCE				23.34
PARTS	VEHICLE MAINTENANCE				85.86
PARTS	VEHICLE MAINTENANCE				60.76
PARTS	VEHICLE MAINTENANCE				3.38
PARTS	VEHICLE MAINTENANCE				7.62
SUPP	DEPARTMENT SUPPLIES				65.87
SUPP	DEPARTMENT SUPPLIES				16.66
PARTS	EQUIPMENT MAINTENANCE				-4.86
Fund 212 - TRANSPORTATION Total:					561.46
Fund: 621 - ENVIRONMENTAL SERVICES					
dept supplies	DEPARTMENT SUPPLIES				739.04
Fund 621 - ENVIRONMENTAL SERVICES Total:					739.04
Fund: 631 - WASTEWATER					
Equip maint	EQUIPMENT MAINTENANCE				17.94
Fund 631 - WASTEWATER Total:					17.94

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Fund: 641 - WATER					
Maint sup	DEPARTMENT SUPPLIES				21.10
Fund 641 - WATER Total:					21.10
Vendor HEILBRUN FARM IND SUPP.INC. Total:					1,741.66
Vendor: HI-TECH AUTO SERVICE					
Fund: 111 - GENERAL					
VEH MTC	VEHICLE MAINTENANCE				363.47
Fund 111 - GENERAL Total:					363.47
Vendor HI-TECH AUTO SERVICE Total:					363.47
Vendor: HOA SOLUTIONS, INC					
Fund: 631 - WASTEWATER					
Effluent Mtr	DEPARTMENT SUPPLIES				1,950.00
Fund 631 - WASTEWATER Total:					1,950.00
Fund: 641 - WATER					
Scada maint	EQUIPMENT MAINTENANCE				321.00
Fund 641 - WATER Total:					321.00
Vendor HOA SOLUTIONS, INC Total:					2,271.00
Vendor: Holland Supply Inc					
Fund: 213 - CEMETERY					
DEP SUP	DEPARTMENT SUPPLIES				120.03
Fund 213 - CEMETERY Total:					120.03
Fund: 223 - KENO					
DEP SUP	DEPARTMENT SUPPLIES				47.43
DEP SUP	DEPARTMENT SUPPLIES				2,452.57
Fund 223 - KENO Total:					2,500.00
Vendor Holland Supply Inc Total:					2,620.03
Vendor: HOME DEPOT CREDIT SERVICES					
Fund: 111 - GENERAL					
DEP SUP	DEPARTMENT SUPPLIES				12.94
DPT SUP	DEPARTMENT SUPPLIES				50.02
Fund 111 - GENERAL Total:					62.96
Fund: 213 - CEMETERY					
DEP SUP	DEPARTMENT SUPPLIES				23.97
Fund 213 - CEMETERY Total:					23.97
Vendor HOME DEPOT CREDIT SERVICES Total:					86.93
Vendor: I C M A					
Fund: 111 - GENERAL					
dues	MEMBERSHIPS				496.59
Fund 111 - GENERAL Total:					496.59
Vendor I C M A Total:					496.59
Vendor: ICMA RETIREMENT TRUST-457					
Fund: 713 - CASH & INVESTMENT POOL					
DEF COMP EMP DED	DEFERRED COMP EE PAY				1,175.84
Fund 713 - CASH & INVESTMENT POOL Total:					1,175.84
Vendor ICMA RETIREMENT TRUST-457 Total:					1,175.84
Vendor: IDEAL LINEN SUP INC.					
Fund: 111 - GENERAL					
UNIFORMS	UNIFORMS & CLOTHING				91.80
UNIFORMS	UNIFORMS & CLOTHING				91.80
UNIFORMS	UNIFORMS & CLOTHING				91.80
DEP SUP	DEPARTMENT SUPPLIES				31.14
DPT SUP	DEPARTMENT SUPPLIES				4.79
UNIFORMS	UNIFORMS & CLOTHING				91.80
CUS SUP	JANITORIAL SUPPLIES				187.38
Jntrl sup	JANITORIAL SUPPLIES				67.81

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Jntrl sup	JANITORIAL SUPPLIES				67.81
				Fund 111 - GENERAL Total:	726.13
Fund: 212 - TRANSPORTATION					
SUPP	DEPARTMENT SUPPLIES				38.24
SUPP	DEPARTMENT SUPPLIES				38.24
SUPP	DEPARTMENT SUPPLIES				62.84
SUPP	DEPARTMENT SUPPLIES				101.08
SUPP	DEPARTMENT SUPPLIES				38.24
				Fund 212 - TRANSPORTATION Total:	278.64
Fund: 621 - ENVIRONMENTAL SERVICES					
dept supplies	DEPARTMENT SUPPLIES				226.88
				Fund 621 - ENVIRONMENTAL SERVICES Total:	226.88
Fund: 641 - WATER					
Mats	CONTRACTUAL SERVICES				25.10
				Fund 641 - WATER Total:	25.10
				Vendor IDEAL LINEN SUP INC. Total:	1,256.75
Vendor: INDEPENDENT PLUMBING & HEATING, INC					
Fund: 111 - GENERAL					
BDG MTC	BUILDING MAINTENANCE				7.81
				Fund 111 - GENERAL Total:	7.81
				Vendor INDEPENDENT PLUMBING & HEATING, INC Total:	7.81
Vendor: INTERNAL REVENUE SERVICE					
Fund: 713 - CASH & INVESTMENT POOL					
FED,FICA,MED W/H	MEDICARE W/H EE PAYABLE				3,870.58
FED,FICA,MED W/H	FICA W/H EE PAYABLE				14,515.63
FED,FICA,MED W/H	FED W/H EE PAYABLE				33,024.79
FED,FICA,MED W/H	MEDICARE W/H ER PAYABLE				3,870.58
FED,FICA,MED W/H	FICA W/H ER PAYABLE				14,515.63
				Fund 713 - CASH & INVESTMENT POOL Total:	69,797.21
				Vendor INTERNAL REVENUE SERVICE Total:	69,797.21
Vendor: INTRALINKS, INC					
Fund: 111 - GENERAL					
dept.supply	DEPARTMENT SUPPLIES				337.50
				Fund 111 - GENERAL Total:	337.50
				Vendor INTRALINKS, INC Total:	337.50
Vendor: J G ELLIOTT CO.INC.					
Fund: 111 - GENERAL					
bond	BONDING				875.00
vol life ins.	VOLUNTEER FIREMAN				210.00
				Fund 111 - GENERAL Total:	1,085.00
				Vendor J G ELLIOTT CO.INC. Total:	1,085.00
Vendor: JAMES A GUKEISEN					
Fund: 641 - WATER					
UTIL REFUND	REFUNDS PAYABLE				4.94
				Fund 641 - WATER Total:	4.94
				Vendor JAMES A GUKEISEN Total:	4.94
Vendor: JERRY HIGEL					
Fund: 212 - TRANSPORTATION					
ELECT. MAIN	ELECTRICAL MAINTENANCE				1,042.42
				Fund 212 - TRANSPORTATION Total:	1,042.42
				Vendor JERRY HIGEL Total:	1,042.42
Vendor: JIRDON AGRI CHEM.INC.					
Fund: 111 - GENERAL					
GRD MTC	GROUPS MAINTENANCE				8,184.96

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
GRD MTC	GROUNDS MAINTENANCE				181.13
				Fund 111 - GENERAL Total:	8,366.09
				Vendor JIRDON AGRI CHEM.INC. Total:	8,366.09
Vendor: JOHN DEERE FINANCIAL					
Fund: 111 - GENERAL					
DEP SUP	DEPARTMENT SUPPLIES				6.00
DEP SUP	DEPARTMENT SUPPLIES				19.99
				Fund 111 - GENERAL Total:	25.99
Fund: 213 - CEMETERY					
DEP SUP	DEPARTMENT SUPPLIES				30.98
				Fund 213 - CEMETERY Total:	30.98
				Vendor JOHN DEERE FINANCIAL Total:	56.97
Vendor: JOHN DEERE FINANCIAL					
Fund: 111 - GENERAL					
DPT SUP	DEPARTMENT SUPPLIES				20.99
GRD MTC	GROUNDS MAINTENANCE				23.96
BDG MTC	BUILDING MAINTENANCE				27.93
				Fund 111 - GENERAL Total:	72.88
				Vendor JOHN DEERE FINANCIAL Total:	72.88
Vendor: KACI L THORNBURG					
Fund: 641 - WATER					
UTIL REFUND	REFUNDS PAYABLE				18.41
				Fund 641 - WATER Total:	18.41
				Vendor KACI L THORNBURG Total:	18.41
Vendor: KEELIE N KEARNS					
Fund: 641 - WATER					
UTIL REFUND	REFUNDS PAYABLE				10.26
				Fund 641 - WATER Total:	10.26
				Vendor KEELIE N KEARNS Total:	10.26
Vendor: KRIZ-DAVIS COMPANY INC.					
Fund: 621 - ENVIRONMENTAL SERVICES					
Dept supplies	DEPARTMENT SUPPLIES				22.84
				Fund 621 - ENVIRONMENTAL SERVICES Total:	22.84
Fund: 631 - WASTEWATER					
Electric Maint	ELECTRICAL MAINTENANCE				205.20
				Fund 631 - WASTEWATER Total:	205.20
Fund: 641 - WATER					
Dept sup	DEPARTMENT SUPPLIES				17.32
				Fund 641 - WATER Total:	17.32
				Vendor KRIZ-DAVIS COMPANY INC. Total:	245.36
Vendor: LEXISNEXIS RISK DATA MANAGMENT INC					
Fund: 111 - GENERAL					
CONSULTING	CONSULTING SERVICES				100.00
				Fund 111 - GENERAL Total:	100.00
				Vendor LEXISNEXIS RISK DATA MANAGMENT INC Total:	100.00
Vendor: LLZ RENTALS LLC					
Fund: 641 - WATER					
UTIL REF	REFUNDS PAYABLE				10.26
				Fund 641 - WATER Total:	10.26
				Vendor LLZ RENTALS LLC Total:	10.26

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: LYNN GARTON					
Fund: 631 - WASTEWATER					
REIMB TRVL EXP	GASOLINE				35.00
				Fund 631 - WASTEWATER Total:	35.00
				Vendor LYNN GARTON Total:	35.00
Vendor: LYNN PEAVEY CO INC					
Fund: 111 - GENERAL					
INVEST SUPPL	INVESTIGATION SUPPLIES				390.20
INVEST SUPPL	INVESTIGATION SUPPLIES				110.76
				Fund 111 - GENERAL Total:	500.96
				Vendor LYNN PEAVEY CO INC Total:	500.96
Vendor: M.C. SCHAFF & ASSOC, INC					
Fund: 224 - ECONOMIC DEVELOPMENT					
LB840 Airport water ext	ECONOMIC DEVELOPMENT				14,960.00
				Fund 224 - ECONOMIC DEVELOPMENT Total:	14,960.00
				Vendor M.C. SCHAFF & ASSOC, INC Total:	14,960.00
Vendor: MADISON NATIONAL LIFE INS CO, INC					
Fund: 111 - GENERAL					
LIFE & DIS INS	DISABILITY INSURANCE				381.36
				Fund 111 - GENERAL Total:	381.36
Fund: 713 - CASH & INVESTMENT POOL					
LIFE & DIS INS	LIFE INS EE PAYABLE				32.88
LIFE & DIS INS	DIS INC INS EE PAYABLE				862.95
LIFE & DIS INS	LIFE INS ER PAYABLE				771.84
				Fund 713 - CASH & INVESTMENT POOL Total:	1,667.67
				Vendor MADISON NATIONAL LIFE INS CO, INC Total:	2,049.03
Vendor: MAILFINANCE INC					
Fund: 111 - GENERAL					
POSTAGE MCHN LEASE	RENT-MACHINES				153.09
				Fund 111 - GENERAL Total:	153.09
				Vendor MAILFINANCE INC Total:	153.09
Vendor: MARC CASSEY ESSERT					
Fund: 641 - WATER					
UTIL REFUND	REFUNDS PAYABLE				28.87
				Fund 641 - WATER Total:	28.87
				Vendor MARC CASSEY ESSERT Total:	28.87
Vendor: MARTY'S ELECTRIC SERVICE					
Fund: 111 - GENERAL					
BLDG MAINT	BUILDING MAINTENANCE				641.45
				Fund 111 - GENERAL Total:	641.45
				Vendor MARTY'S ELECTRIC SERVICE Total:	641.45
Vendor: MATHESON TRI-GAS INC					
Fund: 641 - WATER					
Maint sup	DEPARTMENT SUPPLIES				82.34
				Fund 641 - WATER Total:	82.34
				Vendor MATHESON TRI-GAS INC Total:	82.34
Vendor: MATT FRIEND TRUCK EQUIP, INC					
Fund: 212 - TRANSPORTATION					
PARTS	VEHICLE MAINTENANCE				316.50
				Fund 212 - TRANSPORTATION Total:	316.50
				Vendor MATT FRIEND TRUCK EQUIP, INC Total:	316.50
Vendor: MENARDS					
Fund: 111 - GENERAL					
DEP SUP	DEPARTMENT SUPPLIES				123.57

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
DEP SUP	DEPARTMENT SUPPLIES				55.70
BDG MTC	BUILDING MAINTENANCE				18.11
BDG MTC	BUILDING MAINTENANCE				124.89
DEP SUP	DEPARTMENT SUPPLIES				95.14
DEP SUP	DEPARTMENT SUPPLIES				22.93
DEP SUP	DEPARTMENT SUPPLIES				20.97
dept supplies	BUILDING MAINTENANCE				49.98
DEP SUP	DEPARTMENT SUPPLIES				118.10
Fund 111 - GENERAL Total:					629.39
Fund: 212 - TRANSPORTATION					
SUPP	DEPARTMENT SUPPLIES				14.99
Fund 212 - TRANSPORTATION Total:					14.99
Fund: 213 - CEMETERY					
EQP MTC	EQUIPMENT MAINTENANCE				587.97
DEP SUP	DEPARTMENT SUPPLIES				11.29
DEP SUP	DEPARTMENT SUPPLIES				11.53
DEP SUP	DEPARTMENT SUPPLIES				35.94
Fund 213 - CEMETERY Total:					646.73
Fund: 631 - WASTEWATER					
Dept sup	DEPARTMENT SUPPLIES				9.90
Maint sup	DEPARTMENT SUPPLIES				30.75
Fund 631 - WASTEWATER Total:					40.65
Fund: 641 - WATER					
Maint sup	DEPARTMENT SUPPLIES				118.04
ELEC MAINT	DEPARTMENT SUPPLIES				10.69
Fund 641 - WATER Total:					128.73
Vendor MENARDS Total:					1,460.49
Vendor: MIKE'S SCREEN PRINTING					
Fund: 111 - GENERAL					
dept suppl.	DEPARTMENT SUPPLIES				10.00
Fund 111 - GENERAL Total:					10.00
Vendor MIKE'S SCREEN PRINTING Total:					10.00
Vendor: MONEY WISE OFFICE SUPPLIES					
Fund: 111 - GENERAL					
DEPT SUPP	DEPARTMENT SUPPLIES				31.48
DEPT SUPP	DEPARTMENT SUPPLIES				16.48
DEPT SUPP	DEPARTMENT SUPPLIES				7.26
DEPT SUPP	DEPARTMENT SUPPLIES				10.04
DEPT SUPP	DEPARTMENT SUPPLIES				7.82
DEPT SUPP	DEPARTMENT SUPPLIES				50.20
DEPT SUPP	DEPARTMENT SUPPLIES				132.00
DEPT SUP	DEPARTMENT SUPPLIES				28.97
DEPT SUP	DEPARTMENT SUPPLIES				7.58
DEPT SUPPL	DEPARTMENT SUPPLIES				330.00
Fund 111 - GENERAL Total:					621.83
Vendor MONEY WISE OFFICE SUPPLIES Total:					621.83
Vendor: MOORE WALLACE NORTH AMERICA, INC.					
Fund: 111 - GENERAL					
DEPT SUPPL	DEPARTMENT SUPPLIES				41.48
Fund 111 - GENERAL Total:					41.48
Vendor MOORE WALLACE NORTH AMERICA, INC. Total:					41.48
Vendor: NE CHILD SUPPORT PAYMENT CENTER					
Fund: 713 - CASH & INVESTMENT POOL					
CHILD SUPPORT	CHILD SUPPORT EE PAY				1,982.31
Fund 713 - CASH & INVESTMENT POOL Total:					1,982.31
Vendor NE CHILD SUPPORT PAYMENT CENTER Total:					1,982.31

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: NE DEPT OF REVENUE					
Fund: 713 - CASH & INVESTMENT POOL					
STATE PYRL W/H	STATE W/H EE PAYABLE				17,810.36
				Fund 713 - CASH & INVESTMENT POOL Total:	17,810.36
				Vendor NE DEPT OF REVENUE Total:	17,810.36
Vendor: NE LAW ENFORCEMENT TRAINING CENTER					
Fund: 111 - GENERAL					
TRAINING	SCHOOL & CONFERENCE				80.00
TRAINING	SCHOOL & CONFERENCE				80.00
TRAINING	SCHOOL & CONFERENCE				80.00
TRAINING	SCHOOL & CONFERENCE				10.00
				Fund 111 - GENERAL Total:	250.00
				Vendor NE LAW ENFORCEMENT TRAINING CENTER Total:	250.00
Vendor: NE MUNICIPAL FIRE CHIEFS ASSOC.					
Fund: 111 - GENERAL					
chief dues	MEMBERSHIPS				50.00
				Fund 111 - GENERAL Total:	50.00
				Vendor NE MUNICIPAL FIRE CHIEFS ASSOC. Total:	50.00
Vendor: NEBRASKALAND TIRE					
Fund: 111 - GENERAL					
VEH MAINT	VEHICLE MAINTENANCE				944.04
VEH MAINT	VEHICLE MAINTENANCE				44.00
VEH MAINT	VEHICLE MAINTENANCE				88.18
				Fund 111 - GENERAL Total:	1,076.22
				Vendor NEBRASKALAND TIRE Total:	1,076.22
Vendor: NORTHERN SAFETY COMPANY, INC.					
Fund: 641 - WATER					
Dept sup	DEPARTMENT SUPPLIES				370.14
Dept sup	UNIFORMS & CLOTHING				74.95
				Fund 641 - WATER Total:	445.09
				Vendor NORTHERN SAFETY COMPANY, INC. Total:	445.09
Vendor: NORTHWEST PIPE FITTINGS, INC. OF SCB					
Fund: 111 - GENERAL					
GRD MTC	GROUNDS MAINTENANCE				12.18
				Fund 111 - GENERAL Total:	12.18
Fund: 631 - WASTEWATER					
Safety sup	DEPARTMENT SUPPLIES				10.21
				Fund 631 - WASTEWATER Total:	10.21
				Vendor NORTHWEST PIPE FITTINGS, INC. OF SCB Total:	22.39
Vendor: ONE CALL CONCEPTS					
Fund: 212 - TRANSPORTATION					
CABLE LOCATES	CONTRACTUAL SERVICES				41.15
				Fund 212 - TRANSPORTATION Total:	41.15
Fund: 631 - WASTEWATER					
CABLE LOCATES	CONTRACTUAL SERVICES				41.15
				Fund 631 - WASTEWATER Total:	41.15
Fund: 641 - WATER					
CABLE LOCATES	CONTRACTUAL SERVICES				41.15
				Fund 641 - WATER Total:	41.15
				Vendor ONE CALL CONCEPTS Total:	123.45

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: PANHANDLE CONCRETE PROD INC.					
Fund: 631 - WASTEWATER					
Maint sup	DEPARTMENT SUPPLIES				1,200.00
Fund 631 - WASTEWATER Total:					1,200.00
Vendor PANHANDLE CONCRETE PROD INC. Total:					1,200.00
Vendor: PANHANDLE COOP INC.					
Fund: 111 - GENERAL					
fuel bill	GASOLINE				885.85
FUEL	GASOLINE				20.23
FUEL	SCHOOL & CONFERENCE				40.40
FUEL	SCHOOL & CONFERENCE				39.57
FUEL	GASOLINE				168.67
GASOLINE	GASOLINE				5,121.55
Fund 111 - GENERAL Total:					6,276.27
Fund: 212 - TRANSPORTATION					
UNLEADED GASOLINE	GASOLINE				1,282.00
DIESEL FUEL & PROPANE	OTHER FUEL				3,513.61
Fund 212 - TRANSPORTATION Total:					4,795.61
Fund: 621 - ENVIRONMENTAL SERVICES					
fleet fuel	GASOLINE				9,414.36
Fund 621 - ENVIRONMENTAL SERVICES Total:					9,414.36
Fund: 631 - WASTEWATER					
Fuel	GASOLINE				833.05
Fuel	OTHER FUEL				561.85
Fund 631 - WASTEWATER Total:					1,394.90
Fund: 641 - WATER					
Fuel	GASOLINE				1,856.15
Fuel	OTHER FUEL				224.63
Fund 641 - WATER Total:					2,080.78
Vendor PANHANDLE COOP INC. Total:					23,961.92
Vendor: PANHANDLE HUMANE SOC					
Fund: 111 - GENERAL					
CONTRCTUAL SVC	CONTRACTUAL SERVICES				4,881.32
Fund 111 - GENERAL Total:					4,881.32
Vendor PANHANDLE HUMANE SOC Total:					4,881.32
Vendor: PAUL REED CONSTRUCTION & SUPPLY,INC					
Fund: 224 - ECONOMIC DEVELOPMENT					
LB840 Airport water ext	ECONOMIC DEVELOPMENT				123,929.78
Fund 224 - ECONOMIC DEVELOPMENT Total:					123,929.78
Vendor PAUL REED CONSTRUCTION & SUPPLY,INC Total:					123,929.78
Vendor: PLATTE VALLEY BANK					
Fund: 713 - CASH & INVESTMENT POOL					
HSA EE & ER	HSA EE PAYABLE				9,458.46
HSA EE & ER	HSA ER PAYABLE				2,117.50
Fund 713 - CASH & INVESTMENT POOL Total:					11,575.96
Vendor PLATTE VALLEY BANK Total:					11,575.96
Vendor: POSTMASTER					
Fund: 621 - ENVIRONMENTAL SERVICES					
Postage	POSTAGE				67.54
POSTAGE FOR UTIL BILLS	POSTAGE				110.06
Fund 621 - ENVIRONMENTAL SERVICES Total:					177.60
Fund: 631 - WASTEWATER					
Postage	POSTAGE				67.54
POSTAGE FOR UTIL BILLS	POSTAGE				110.06
Fund 631 - WASTEWATER Total:					177.60

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Fund: 641 - WATER					
Postage	POSTAGE				67.53
POSTAGE FOR UTIL BILLS	POSTAGE				110.06
				Fund 641 - WATER Total:	177.59
				Vendor POSTMASTER Total:	532.79
Vendor: PRINT EXPRESS					
Fund: 111 - GENERAL					
DEPT SUPPL	DEPARTMENT SUPPLIES				54.00
				Fund 111 - GENERAL Total:	54.00
				Vendor PRINT EXPRESS Total:	54.00
Vendor: PROTEX CENTRAL, INC.					
Fund: 111 - GENERAL					
EQUIP MAINT	EQUIPMENT MAINTENANCE				106.87
				Fund 111 - GENERAL Total:	106.87
				Vendor PROTEX CENTRAL, INC. Total:	106.87
Vendor: QUILL CORP					
Fund: 111 - GENERAL					
DEPT SUPP	DEPARTMENT SUPPLIES				98.79
DEPT SUPPL	DEPARTMENT SUPPLIES				399.99
				Fund 111 - GENERAL Total:	498.78
Fund: 215 - SPECIAL PROJECTS					
DEPT SUPPL	DEPARTMENT SUPPLIES				399.99
				Fund 215 - SPECIAL PROJECTS Total:	399.99
				Vendor QUILL CORP Total:	898.77
Vendor: RAILROAD MANAGEMENT CO III,LLC					
Fund: 631 - WASTEWATER					
Sewer crossing rent	RENT-LAND				146.16
Sewer crossing rent	RENT-LAND				146.16
				Fund 631 - WASTEWATER Total:	292.32
				Vendor RAILROAD MANAGEMENT CO III,LLC Total:	292.32
Vendor: RCI					
Fund: 812 - HEALTH INSURANCE					
11/8/13 MEDICAL	CLAIMS EXPENSE				30,752.38
11/8/13 MEDICAL	CLAIMS EXPENSE				43,769.93
11/8/13 MEDICAL	FLEXIBLE BENFT EXPENSES				50.00
				Fund 812 - HEALTH INSURANCE Total:	74,572.31
				Vendor RCI Total:	74,572.31
Vendor: REVIZE LLC					
Fund: 111 - GENERAL					
contract	CONTRACTUAL SERVICES				2,568.00
				Fund 111 - GENERAL Total:	2,568.00
				Vendor REVIZE LLC Total:	2,568.00
Vendor: RICHARD GODINA					
Fund: 641 - WATER					
UTIL REF	REFUNDS PAYABLE				25.87
				Fund 641 - WATER Total:	25.87
				Vendor RICHARD GODINA Total:	25.87
Vendor: ROBERTA J BOYD					
Fund: 111 - GENERAL					
Pstg rmb	POSTAGE				6.31
Pstg reim	POSTAGE				16.11
				Fund 111 - GENERAL Total:	22.42
				Vendor ROBERTA J BOYD Total:	22.42

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: ROBINSON ELECTRIC					
Fund: 641 - WATER					
ELEC MAINT	ELECTRICAL MAINTENANCE				373.32
Fund 641 - WATER Total:					373.32
Vendor ROBINSON ELECTRIC Total:					373.32
Vendor: ROOSEVELT P P DIST					
Fund: 641 - WATER					
Pumping fees	ELECTRIC POWER				1,961.03
Fund 641 - WATER Total:					1,961.03
Vendor ROOSEVELT P P DIST Total:					1,961.03
Vendor: S M E C					
Fund: 713 - CASH & INVESTMENT POOL					
SMEC EMP DED	SMEC EE PAYABLE				261.50
Fund 713 - CASH & INVESTMENT POOL Total:					261.50
Vendor S M E C Total:					261.50
Vendor: SCB FIREFIGHTERS UNION LOCAL 1454					
Fund: 713 - CASH & INVESTMENT POOL					
UNION DUES	FIRE UNION DUES EE PAY				195.00
Fund 713 - CASH & INVESTMENT POOL Total:					195.00
Vendor SCB FIREFIGHTERS UNION LOCAL 1454 Total:					195.00
Vendor: SCB POLICE OFFICERS ASS'N					
Fund: 713 - CASH & INVESTMENT POOL					
UNION DUES	POL UNION DUES EE PAY				378.00
Fund 713 - CASH & INVESTMENT POOL Total:					378.00
Vendor SCB POLICE OFFICERS ASS'N Total:					378.00
Vendor: SCOTTSBLUFF BODY & PAINT, INC					
Fund: 111 - GENERAL					
TOW SERVICE	CONTRACTUAL SERVICES				25.00
TOW SERVICE	CONTRACTUAL SERVICES				25.00
VEH MAINT	VEHICLE MAINTENANCE				134.00
TOW SERVICE	CONTRACTUAL SERVICES				70.00
TOW SERVICE	CONTRACTUAL SERVICES				60.00
TOW SERVICE	CONTRACTUAL SERVICES				70.00
TOW SERVICE	CONTRACTUAL SERVICES				70.00
TOW SERVICE	CONTRACTUAL SERVICES				150.00
Fund 111 - GENERAL Total:					604.00
Vendor SCOTTSBLUFF BODY & PAINT, INC Total:					604.00
Vendor: SCOTTSBLUFF LANDSCAPING INC					
Fund: 223 - KENO					
CON SVC	DEPARTMENT SUPPLIES				425.00
Fund 223 - KENO Total:					425.00
Vendor SCOTTSBLUFF LANDSCAPING INC Total:					425.00
Vendor: SCOTTSBLUFF SCREENPRINTING					
Fund: 111 - GENERAL					
DEPT SUPPL	DEPARTMENT SUPPLIES				85.00
DEPT SUPPL	DEPARTMENT SUPPLIES				85.00
Fund 111 - GENERAL Total:					170.00
Fund: 641 - WATER					
Uniform sup	UNIFORMS & CLOTHING				879.54
Fund 641 - WATER Total:					879.54
Fund: 661 - STORMWATER					
Uniform clothing	UNIFORMS & CLOTHING				92.00
Fund 661 - STORMWATER Total:					92.00
Vendor SCOTTSBLUFF SCREENPRINTING Total:					1,141.54

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: SEEWALD CONSTRUCTION CO					
Fund: 111 - GENERAL					
CON SRV	STRUCTURES				42,063.60
Fund 111 - GENERAL Total:					42,063.60
Vendor SEEWALD CONSTRUCTION CO Total:					42,063.60
Vendor: SHIFT CALENDERS					
Fund: 111 - GENERAL					
shift calendars	DEPARTMENT SUPPLIES				38.58
Fund 111 - GENERAL Total:					38.58
Vendor SHIFT CALENDERS Total:					38.58
Vendor: SHOWCASES					
Fund: 111 - GENERAL					
Dpt sup	DEPARTMENT SUPPLIES				143.64
Fund 111 - GENERAL Total:					143.64
Vendor SHOWCASES Total:					143.64
Vendor: SIMMONS OLSEN LAW FIRM, P.C.					
Fund: 111 - GENERAL					
CONTRACTUAL SERVICES	CONTRACTUAL SERVICES				6,086.85
CONTRACTUAL SERVICES	CONTRACTUAL SERVICES				3,917.77
CONTRACTUAL SERVICES	LEGAL FEES				733.89
Fund 111 - GENERAL Total:					10,738.51
Fund: 224 - ECONOMIC DEVELOPMENT					
CONTRACTUAL SERVICES	CONTRACTUAL SERVICES				97.50
Fund 224 - ECONOMIC DEVELOPMENT Total:					97.50
Fund: 661 - STORMWATER					
CONTRACTUAL SERVICES	LEGAL FEES				675.00
Fund 661 - STORMWATER Total:					675.00
Vendor SIMMONS OLSEN LAW FIRM, P.C. Total:					11,511.01
Vendor: SIMON CONTRACTORS					
Fund: 212 - TRANSPORTATION					
CONCRETE	STREET MAINTENANCE				168.00
Fund 212 - TRANSPORTATION Total:					168.00
Vendor SIMON CONTRACTORS Total:					168.00
Vendor: SIMON CONTRACTORS					
Fund: 212 - TRANSPORTATION					
CONCRETE	STREET MAINTENANCE				318.50
CONCRETE	STREET MAINTENANCE				363.75
CONCRETE	STREET MAINTENANCE				190.00
GRAVEL	STREET REPAIR SUPPLIES				630.12
CONCRETE	STREET MAINTENANCE				490.00
CONCRETE	STREET MAINTENANCE				557.75
CONCRETE	STREET MAINTENANCE				275.00
GRAVEL	STREET REPAIR SUPPLIES				291.21
GRAVEL	STREET REPAIR SUPPLIES				104.91
CONCRETE	STREET MAINTENANCE				441.00
CONCRETE	STREET MAINTENANCE				713.00
CONCRETE	STREET MAINTENANCE				550.00
CONCRETE	STREET MAINTENANCE				690.00
GRAVEL	STREET REPAIR SUPPLIES				318.51
GRAVEL	STREET REPAIR SUPPLIES				86.00
CONCRETE	STREET MAINTENANCE				405.00
concrete	STREET MAINTENANCE				225.00
CONCRETE	STREET MAINTENANCE				437.00
CONCRETE	STREET MAINTENANCE				315.00
GRAVEL	STREET REPAIR SUPPLIES				168.41

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
CONCRETE	STREET MAINTENANCE				477.00
				Fund 212 - TRANSPORTATION Total:	8,047.16
				Vendor SIMON CONTRACTORS Total:	8,047.16
Vendor: SLAFTER OIL CO INC.					
				Fund: 621 - ENVIRONMENTAL SERVICES	
other fuel	OTHER FUEL				159.15
				Fund 621 - ENVIRONMENTAL SERVICES Total:	159.15
				Vendor SLAFTER OIL CO INC. Total:	159.15
Vendor: SNELL SERVICES INC.					
				Fund: 111 - GENERAL	
ELC MTC	ELECTRICAL MAINTENANCE				310.00
Bldg maint	BUILDING MAINTENANCE				70.00
				Fund 111 - GENERAL Total:	380.00
				Fund: 213 - CEMETERY	
ELC MTC	ELECTRICAL MAINTENANCE				81.38
ELC MTC	ELECTRICAL MAINTENANCE				1,196.28
				Fund 213 - CEMETERY Total:	1,277.66
				Fund: 223 - KENO	
ELC MTC	DEPARTMENT SUPPLIES				5,500.00
				Fund 223 - KENO Total:	5,500.00
				Fund: 631 - WASTEWATER	
Electric maint	ELECTRICAL MAINTENANCE				70.00
Electrical maint	ELECTRICAL MAINTENANCE				140.00
				Fund 631 - WASTEWATER Total:	210.00
				Vendor SNELL SERVICES INC. Total:	7,367.66
Vendor: STAPLES					
				Fund: 212 - TRANSPORTATION	
SUPP	DEPARTMENT SUPPLIES				8.28
SUPP	DEPARTMENT SUPPLIES				41.29
				Fund 212 - TRANSPORTATION Total:	49.57
				Vendor STAPLES Total:	49.57
Vendor: STAR HERALD					
				Fund: 111 - GENERAL	
PUBLICATION	PUBLICATIONS				20.23
Legal Publishing	PROMOTIONAL SUPPLIES				67.21
Legal Publishing	LEGAL PUBLICATIONS				18.32
Legal Publishing	LEGAL PUBLICATIONS				298.48
Legal Publishing	LEGAL PUBLICATIONS				102.68
Legal Publishing	LEGAL PUBLICATIONS				264.66
Legal Publishing	RECRUITMENT				575.29
News sbscr	SUBSCRIPTIONS				139.00
				Fund 111 - GENERAL Total:	1,485.87
				Fund: 212 - TRANSPORTATION	
Legal Publishing	LEGAL PUBLICATIONS				30.45
				Fund 212 - TRANSPORTATION Total:	30.45
				Fund: 631 - WASTEWATER	
Legal Publishing	LEGAL PUBLICATIONS				164.83
				Fund 631 - WASTEWATER Total:	164.83
				Fund: 641 - WATER	
Legal Publishing	LEGAL PUBLICATIONS				10.68
				Fund 641 - WATER Total:	10.68
				Vendor STAR HERALD Total:	1,691.83

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: STATE FIRE MARSHALL					
Fund: 111 - GENERAL					
class fees	CONTRACTUAL SERVICES				100.00
Fund 111 - GENERAL Total:					100.00
Vendor STATE FIRE MARSHALL Total:					100.00
Vendor: STATE OF NEBRASKA DEPT OF HEALTH					
Fund: 631 - WASTEWATER					
Lic renewals	LICENSE/PERMITS				460.00
Fund 631 - WASTEWATER Total:					460.00
Fund: 641 - WATER					
Lic renewals	LICENSE/PERMITS				1,265.00
Fund 641 - WATER Total:					1,265.00
Vendor STATE OF NEBRASKA DEPT OF HEALTH Total:					1,725.00
Vendor: STATE OF NEBR-DEPT OF ADMIN SVC					
Fund: 111 - GENERAL					
TELEPHONE	TELEPHONE				2.16
Fund 111 - GENERAL Total:					2.16
Vendor STATE OF NEBR-DEPT OF ADMIN SVC Total:					2.16
Vendor: TEAM CHEVROLET INC					
Fund: 111 - GENERAL					
VEH MAINT	VEHICLE MAINTENANCE				27.52
Fund 111 - GENERAL Total:					27.52
Vendor TEAM CHEVROLET INC Total:					27.52
Vendor: THE GALE GROUP					
Fund: 111 - GENERAL					
Bks	BOOKS				180.62
Bks	BOOKS				42.23
Fund 111 - GENERAL Total:					222.85
Vendor THE GALE GROUP Total:					222.85
Vendor: THE SHERWIN-WILLIAMS CO					
Fund: 111 - GENERAL					
GND MTC	GROUPS MAINTENANCE				106.47
GRD MTC	BUILDING MAINTENANCE				267.30
BDG MTC	BUILDING MAINTENANCE				80.00
BDG MTC	BUILDING MAINTENANCE				52.98
Fund 111 - GENERAL Total:					506.75
Vendor THE SHERWIN-WILLIAMS CO Total:					506.75
Vendor: THOMPSON GLASS INC					
Fund: 111 - GENERAL					
BDG MTC	BUILDING MAINTENANCE				163.00
Fund 111 - GENERAL Total:					163.00
Vendor THOMPSON GLASS INC Total:					163.00
Vendor: TIM MEISTER					
Fund: 641 - WATER					
UTIL REFUND	REFUNDS PAYABLE				31.27
Fund 641 - WATER Total:					31.27
Vendor TIM MEISTER Total:					31.27
Vendor: TOMMY'S JOHNNY'S INC					
Fund: 111 - GENERAL					
CON SERV	CONTRACTUAL SERVICES				770.00
CON SERV	CONTRACTUAL SERVICES				490.00
Fund 111 - GENERAL Total:					1,260.00
Vendor TOMMY'S JOHNNY'S INC Total:					1,260.00

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: TOTAL FUNDS BY HASLER					
Fund: 111 - GENERAL					
POSTAGE	POSTAGE				1,000.00
				Fund 111 - GENERAL Total:	1,000.00
				Vendor TOTAL FUNDS BY HASLER Total:	1,000.00
Vendor: TRACY L GRIEB					
Fund: 641 - WATER					
UTIL REFUND	REFUNDS PAYABLE				17.62
				Fund 641 - WATER Total:	17.62
				Vendor TRACY L GRIEB Total:	17.62
Vendor: TRAILS WEST PAVILLION					
Fund: 641 - WATER					
UTILITY REFUND	REFUNDS PAYABLE				72.46
				Fund 641 - WATER Total:	72.46
				Vendor TRAILS WEST PAVILLION Total:	72.46
Vendor: TRI STATE ROOFING					
Fund: 641 - WATER					
UTIL REFUND	REFUNDS PAYABLE				26.65
				Fund 641 - WATER Total:	26.65
				Vendor TRI STATE ROOFING Total:	26.65
Vendor: TRI-TECH INC.					
Fund: 111 - GENERAL					
INVEST SUPPL	INVESTIGATION SUPPLIES				289.65
				Fund 111 - GENERAL Total:	289.65
				Vendor TRI-TECH INC. Total:	289.65
Vendor: TYLER TECHNOLOGIES, INC					
Fund: 111 - GENERAL					
contr.serv.	EQUIPMENT				625.00
contr.serv	EQUIPMENT				750.00
				Fund 111 - GENERAL Total:	1,375.00
				Vendor TYLER TECHNOLOGIES, INC Total:	1,375.00
Vendor: U S BANK					
Fund: 412 - LEASE CORPORATION					
Bond payt	DEBT SERVICE				315,000.00
Bond payt	DEBT SERVICE-INTEREST				46,395.00
bond payt	DEBT SERVICE				195,000.00
bond payt	DEBT SERVICE-INTEREST				23,392.50
				Fund 412 - LEASE CORPORATION Total:	579,787.50
				Vendor U S BANK Total:	579,787.50
Vendor: US BANK-CPS					
Fund: 111 - GENERAL					
SCL&CON	SCHOOL & CONFERENCE				383.76
SCL&CON	SCHOOL & CONFERENCE				140.28
BOOKS	BOOKS				71.15
CONSULTING	CONSULTING SERVICES				9.25
SCL&CON	SCHOOL & CONFERENCE				520.00
				Fund 111 - GENERAL Total:	1,124.44
				Vendor US BANK-CPS Total:	1,124.44
Vendor: VALLEY BANK & TRUST CO					
Fund: 218 - PUBLIC SAFETY					
bond payt	DEBT SERVICE				45,000.00
bond payt	DEBT SERVICE-INTEREST				11,493.75
				Fund 218 - PUBLIC SAFETY Total:	56,493.75
				Vendor VALLEY BANK & TRUST CO Total:	56,493.75

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: VERIZON WIRELESS					
Fund: 111 - GENERAL					
cell phones	CELLULAR PHONE				212.88
				Fund 111 - GENERAL Total:	212.88
Fund: 631 - WASTEWATER					
CELL PH	CELLULAR PHONE				47.34
				Fund 631 - WASTEWATER Total:	47.34
Fund: 641 - WATER					
CELL PH	CELLULAR PHONE				82.39
				Fund 641 - WATER Total:	82.39
				Vendor VERIZON WIRELESS Total:	342.61
Vendor: VISTABEAM					
Fund: 111 - GENERAL					
CON SVC	CONTRACTUAL SERVICES				8.00
				Fund 111 - GENERAL Total:	8.00
Fund: 215 - SPECIAL PROJECTS					
DEP SUP	DEPARTMENT SUPPLIES				8.00
				Fund 215 - SPECIAL PROJECTS Total:	8.00
				Vendor VISTABEAM Total:	16.00
Vendor: WALMART COMMUNITY/GEMB					
Fund: 111 - GENERAL					
DEPT SUPPL	DEPARTMENT SUPPLIES				40.72
				Fund 111 - GENERAL Total:	40.72
Fund: 213 - CEMETERY					
DEP SUP	DEPARTMENT SUPPLIES				20.00
				Fund 213 - CEMETERY Total:	20.00
Fund: 631 - WASTEWATER					
Maint sup	DEPARTMENT SUPPLIES				33.97
				Fund 631 - WASTEWATER Total:	33.97
				Vendor WALMART COMMUNITY/GEMB Total:	94.69
Vendor: WATCHGUARD VIDEO					
Fund: 218 - PUBLIC SAFETY					
PUB SAFETY-SUPPLIES	DEPARTMENT SUPPLIES				8,040.00
				Fund 218 - PUBLIC SAFETY Total:	8,040.00
				Vendor WATCHGUARD VIDEO Total:	8,040.00
Vendor: WELLS FARGO BANK N.A.					
Fund: 111 - GENERAL					
fees	CONTRACTUAL SERVICES				104.16
fees	CONTRACTUAL SERVICES				23.15
fees	CONTRACTUAL SERVICES				57.87
fees	CONTRACTUAL SERVICES				57.87
fees	CONTRACTUAL SERVICES				104.16
fees	CONTRACTUAL SERVICES				138.87
fees	CONTRACTUAL SERVICES				11.57
				Fund 111 - GENERAL Total:	497.65
Fund: 212 - TRANSPORTATION					
fees	CONTRACTUAL SERVICES				150.45
				Fund 212 - TRANSPORTATION Total:	150.45
Fund: 213 - CEMETERY					
fees	CONTRACTUAL SERVICES				23.15
				Fund 213 - CEMETERY Total:	23.15
Fund: 621 - ENVIRONMENTAL SERVICES					
fees	CONTRACTUAL SERVICES				162.02
				Fund 621 - ENVIRONMENTAL SERVICES Total:	162.02

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Fund: 631 - WASTEWATER					
fees	CONTRACTUAL SERVICES				92.58
				Fund 631 - WASTEWATER Total:	92.58
Fund: 641 - WATER					
fees	CONTRACTUAL SERVICES				107.58
				Fund 641 - WATER Total:	107.58
Fund: 713 - CASH & INVESTMENT POOL					
RETIREMENT	REGULAR RETIRE EE PAY				7,034.04
RETIREMENT	RETIRE FIRE EE PAYABLE				2,299.08
RETIREMENT	RETIRE POLICE EE PAY				5,666.10
RETIREMENT	REGULAR RETIRE ER PAY				6,650.92
RETIREMENT	RETIRE-FIRE ER PAYABLE				3,968.14
RETIREMENT	RETIRE-POLICE ER PAY				5,548.69
				Fund 713 - CASH & INVESTMENT POOL Total:	31,166.97
Fund: 721 - GIS SERVICES					
fees	CONTRACTUAL SERVICES				11.57
				Fund 721 - GIS SERVICES Total:	11.57
				Vendor WELLS FARGO BANK N.A. Total:	32,211.97
Vendor: WESTCO					
Fund: 111 - GENERAL					
EQP MTC	EQUIPMENT MAINTENANCE				286.90
				Fund 111 - GENERAL Total:	286.90
Fund: 621 - ENVIRONMENTAL SERVICES					
contractual services	CONTRACTUAL SERVICES				131.58
				Fund 621 - ENVIRONMENTAL SERVICES Total:	131.58
				Vendor WESTCO Total:	418.48
Vendor: WESTERN NEBRASKA HOUSING OPP					
Fund: 641 - WATER					
UTIL REF	REFUNDS PAYABLE				3.67
				Fund 641 - WATER Total:	3.67
				Vendor WESTERN NEBRASKA HOUSING OPP Total:	3.67
Vendor: WESTERN PATHOLOGY CONSULTANTS, INC					
Fund: 111 - GENERAL					
contract services	CONTRACTUAL SERVICES				95.50
				Fund 111 - GENERAL Total:	95.50
				Vendor WESTERN PATHOLOGY CONSULTANTS, INC Total:	95.50
Vendor: WESTERN TRAVEL TERMINAL					
Fund: 631 - WASTEWATER					
Vehicle maint	VEHICLE MAINTENANCE				54.00
				Fund 631 - WASTEWATER Total:	54.00
				Vendor WESTERN TRAVEL TERMINAL Total:	54.00
Vendor: WILLIAM DALLAS POWELL					
Fund: 621 - ENVIRONMENTAL SERVICES					
CONST DUMPSTER REFUND	SALES & SERVICE				45.92
				Fund 621 - ENVIRONMENTAL SERVICES Total:	45.92
Fund: 641 - WATER					
CONST DUMPSTER REFUND	SALES TAX PAYABLE				3.22
				Fund 641 - WATER Total:	3.22
				Vendor WILLIAM DALLAS POWELL Total:	49.14
Vendor: WINGATE BY WYNDHAM					
Fund: 641 - WATER					
conf hotel	SCHOOL & CONFERENCE				205.52
				Fund 641 - WATER Total:	205.52
				Vendor WINGATE BY WYNDHAM Total:	205.52

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: YMCA OF SCOTTSBLUFF					
Fund: 713 - CASH & INVESTMENT POOL					
FITNESS PROG	YMCA PAY EE				877.49
FITNESS PROG	YMCA PAY ER				565.96
Fund 713 - CASH & INVESTMENT POOL Total:					1,443.45
Vendor YMCA OF SCOTTSBLUFF Total:					1,443.45
Vendor: ZM LUMBER CO.					
Fund: 111 - GENERAL					
DEP SUP	DEPARTMENT SUPPLIES				1.19
DEP SUP	DEPARTMENT SUPPLIES				404.57
Fund 111 - GENERAL Total:					405.76
Vendor ZM LUMBER CO. Total:					405.76
Grand Total:					1,238,395.72

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
111 - GENERAL	103,558.49	381.36
212 - TRANSPORTATION	19,668.92	0.00
213 - CEMETERY	2,270.57	0.00
215 - SPECIAL PROJECTS	407.99	0.00
218 - PUBLIC SAFETY	64,533.75	0.00
223 - KENO	8,425.00	0.00
224 - ECONOMIC DEVELOPMENT	138,987.28	0.00
412 - LEASE CORPORATION	579,787.50	0.00
621 - ENVIRONMENTAL SERVICES	84,028.16	177.60
631 - WASTEWATER	6,752.94	177.60
641 - WATER	11,002.12	177.59
661 - STORMWATER	1,125.15	0.00
713 - CASH & INVESTMENT POOL	137,729.90	137,729.90
721 - GIS SERVICES	45.64	0.00
812 - HEALTH INSURANCE	80,072.31	74,572.31
Grand Total:	1,238,395.72	213,216.36

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
111-51281-142	DISABILITY INSURANCE	381.36	381.36
111-52111-111	DEPARTMENT SUPPLIES	162.67	0.00
111-52111-112	DEPARTMENT SUPPLIES	16.48	0.00
111-52111-113	DEPARTMENT SUPPLIES	10.00	0.00
111-52111-114	DEPARTMENT SUPPLIES	7.26	0.00
111-52111-115	DEPARTMENT SUPPLIES	10.04	0.00
111-52111-116	DEPARTMENT SUPPLIES	345.32	0.00
111-52111-121	DEPARTMENT SUPPLIES	86.75	0.00
111-52111-141	DEPARTMENT SUPPLIES	981.35	0.00
111-52111-142	DEPARTMENT SUPPLIES	748.37	0.00
111-52111-151	DEPARTMENT SUPPLIES	208.44	0.00
111-52111-171	DEPARTMENT SUPPLIES	1,204.50	0.00
111-52121-151	JANITORIAL SUPPLIES	311.41	0.00
111-52121-171	JANITORIAL SUPPLIES	187.38	0.00
111-52131-114	PROMOTIONAL SUPPLIES	67.21	0.00
111-52163-142	INVESTIGATION SUPPLIES	861.07	0.00
111-52164-141	VOLUNTEER FIREMAN	210.00	0.00
111-52181-142	UNIFORMS & CLOTHING	442.66	0.00
111-52211-121	PUBLICATIONS	49.25	0.00
111-52211-143	PUBLICATIONS	20.23	0.00
111-52222-121	BOOKS	71.15	0.00
111-52222-151	BOOKS	222.85	0.00
111-52225-151	SUBSCRIPTIONS	139.00	0.00
111-52311-114	MEMBERSHIPS	496.59	0.00
111-52311-121	MEMBERSHIPS	95.00	0.00
111-52311-141	MEMBERSHIPS	50.00	0.00
111-52411-111	POSTAGE	1,000.00	0.00
111-52411-151	POSTAGE	22.42	0.00
111-52511-121	GASOLINE	168.67	0.00
111-52511-141	GASOLINE	885.85	0.00
111-52511-142	GASOLINE	5,121.55	0.00
111-52511-171	GASOLINE	20.23	0.00
111-53111-111	CONTRACTUAL SERVICES	104.16	0.00
111-53111-112	CONTRACTUAL SERVICES	118.65	0.00
111-53111-114	CONTRACTUAL SERVICES	6,086.85	0.00
111-53111-116	CONTRACTUAL SERVICES	2,568.00	0.00
111-53111-121	CONTRACTUAL SERVICES	57.87	0.00
111-53111-141	CONTRACTUAL SERVICES	100.00	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
111-53111-142	CONTRACTUAL SERVICES	9,391.46	0.00
111-53111-151	CONTRACTUAL SERVICES	104.16	0.00
111-53111-171	CONTRACTUAL SERVICES	2,954.77	0.00
111-53111-172	CONTRACTUAL SERVICES	11.57	0.00
111-53121-142	CONSULTING SERVICES	109.25	0.00
111-53161-112	LEGAL PUBLICATIONS	18.32	0.00
111-53161-115	LEGAL PUBLICATIONS	298.48	0.00
111-53161-121	LEGAL PUBLICATIONS	102.68	0.00
111-53161-142	LEGAL PUBLICATIONS	264.66	0.00
111-53211-114	LEGAL FEES	371.00	0.00
111-53211-142	LEGAL FEES	733.89	0.00
111-53421-111	BUILDING MAINTENANCE	641.45	0.00
111-53421-141	BUILDING MAINTENANCE	120.90	0.00
111-53421-142	BUILDING MAINTENANCE	70.93	0.00
111-53421-151	BUILDING MAINTENANCE	70.00	0.00
111-53421-171	BUILDING MAINTENANCE	775.14	0.00
111-53431-171	ELECTRICAL MAINTENAN...	310.00	0.00
111-53441-111	EQUIPMENT MAINTENAN...	159.45	0.00
111-53441-141	EQUIPMENT MAINTENAN...	112.31	0.00
111-53441-142	EQUIPMENT MAINTENAN...	13.67	0.00
111-53441-171	EQUIPMENT MAINTENAN...	1,759.87	0.00
111-53451-111	VEHICLE MAINTENANCE	27.52	0.00
111-53451-142	VEHICLE MAINTENANCE	1,210.22	0.00
111-53451-171	VEHICLE MAINTENANCE	438.28	0.00
111-53471-171	GROUNDS MAINTENANCE	8,508.70	0.00
111-53561-111	TELEPHONE	235.03	0.00
111-53561-112	TELEPHONE	69.30	0.00
111-53561-114	TELEPHONE	67.80	0.00
111-53561-115	TELEPHONE	37.07	0.00
111-53561-116	TELEPHONE	227.80	0.00
111-53561-121	TELEPHONE	210.88	0.00
111-53561-141	TELEPHONE	291.12	0.00
111-53561-142	TELEPHONE	1,615.50	0.00
111-53561-143	TELEPHONE	2.16	0.00
111-53561-151	TELEPHONE	551.28	0.00
111-53561-171	TELEPHONE	170.25	0.00
111-53561-172	TELEPHONE	168.75	0.00
111-53571-141	CELLULAR PHONE	212.88	0.00
111-53631-111	RENT-MACHINES	153.09	0.00
111-53631-142	RENT-MACHINES	47.86	0.00
111-53711-114	SCHOOL & CONFERENCE	40.40	0.00
111-53711-141	SCHOOL & CONFERENCE	230.89	0.00
111-53711-142	SCHOOL & CONFERENCE	1,074.23	0.00
111-53711-171	SCHOOL & CONFERENCE	1,044.04	0.00
111-53811-114	BONDING	875.00	0.00
111-53913-112	RECRUITMENT	575.29	0.00
111-54311-172	STRUCTURES	42,063.60	0.00
111-54411-111	EQUIPMENT	1,375.00	0.00
212-52111-212	DEPARTMENT SUPPLIES	1,897.50	0.00
212-52171-212	STREET REPAIR SUPPLIES	1,599.16	0.00
212-52511-212	GASOLINE	1,282.00	0.00
212-52521-212	OTHER FUEL	3,513.61	0.00
212-53111-212	CONTRACTUAL SERVICES	211.21	0.00
212-53161-212	LEGAL PUBLICATIONS	30.45	0.00
212-53431-212	ELECTRICAL MAINTENAN...	1,042.42	0.00
212-53441-212	EQUIPMENT MAINTENAN...	94.02	0.00
212-53451-212	VEHICLE MAINTENANCE	2,224.61	0.00
212-53491-212	STREET MAINTENANCE	6,616.00	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
212-53561-212	TELEPHONE	517.43	0.00
212-54322-212	STREET PROJECTS	640.51	0.00
213-52111-213	DEPARTMENT SUPPLIES	260.53	0.00
213-53111-213	CONTRACTUAL SERVICES	23.15	0.00
213-53431-213	ELECTRICAL MAINTENAN...	1,277.66	0.00
213-53441-213	EQUIPMENT MAINTENAN...	639.93	0.00
213-53561-213	TELEPHONE	69.30	0.00
215-52111-142	DEPARTMENT SUPPLIES	399.99	0.00
215-52111-172	DEPARTMENT SUPPLIES	8.00	0.00
218-52111-142	DEPARTMENT SUPPLIES	8,040.00	0.00
218-57111-142	DEBT SERVICE	45,000.00	0.00
218-57115-142	DEBT SERVICE-INTEREST	11,493.75	0.00
223-52111-171	DEPARTMENT SUPPLIES	8,425.00	0.00
224-53111-114	CONTRACTUAL SERVICES	97.50	0.00
224-59111-114	ECONOMIC DEVELOPME...	138,889.78	0.00
412-57111-111	DEBT SERVICE	510,000.00	0.00
412-57115-111	DEBT SERVICE-INTEREST	69,787.50	0.00
621-46111-621	SALES & SERVICE	45.92	0.00
621-52111-621	DEPARTMENT SUPPLIES	31,803.38	0.00
621-52411-621	POSTAGE	177.60	177.60
621-52511-621	GASOLINE	9,414.36	0.00
621-52521-621	OTHER FUEL	159.15	0.00
621-53111-621	CONTRACTUAL SERVICES	293.60	0.00
621-53193-621	DISPOSAL FEES	38,991.91	0.00
621-53451-621	VEHICLE MAINTENANCE	3,000.64	0.00
621-53561-621	TELEPHONE	141.60	0.00
631-52111-631	DEPARTMENT SUPPLIES	3,321.48	0.00
631-52411-631	POSTAGE	177.60	177.60
631-52511-631	GASOLINE	868.05	0.00
631-52521-631	OTHER FUEL	561.85	0.00
631-53111-631	CONTRACTUAL SERVICES	133.73	0.00
631-53161-631	LEGAL PUBLICATIONS	164.83	0.00
631-53431-631	ELECTRICAL MAINTENAN...	415.20	0.00
631-53441-631	EQUIPMENT MAINTENAN...	120.94	0.00
631-53451-631	VEHICLE MAINTENANCE	54.00	0.00
631-53561-631	TELEPHONE	135.60	0.00
631-53571-631	CELLULAR PHONE	47.34	0.00
631-53611-631	RENT-LAND	292.32	0.00
631-59211-631	LICENSE/PERMITS	460.00	0.00
641-21311	SALES TAX PAYABLE	3.22	0.00
641-21416	REFUNDS PAYABLE	550.44	0.00
641-46118-000	UTILITY PENALTIES	13.42	0.00
641-52111-641	DEPARTMENT SUPPLIES	776.11	0.00
641-52117-641	SAMPLES	120.00	0.00
641-52181-641	UNIFORMS & CLOTHING	954.49	0.00
641-52411-641	POSTAGE	214.84	177.59
641-52511-641	GASOLINE	1,856.15	0.00
641-52521-641	OTHER FUEL	224.63	0.00
641-52611-641	CHEMICALS	1,793.60	0.00
641-53111-641	CONTRACTUAL SERVICES	173.83	0.00
641-53161-641	LEGAL PUBLICATIONS	10.68	0.00
641-53431-641	ELECTRICAL MAINTENAN...	373.32	0.00
641-53441-641	EQUIPMENT MAINTENAN...	321.00	0.00
641-53531-641	ELECTRIC POWER	1,961.03	0.00
641-53561-641	TELEPHONE	102.45	0.00
641-53571-641	CELLULAR PHONE	82.39	0.00
641-53711-641	SCHOOL & CONFERENCE	205.52	0.00
641-59211-641	LICENSE/PERMITS	1,265.00	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
661-52181-661	UNIFORMS & CLOTHING	92.00	0.00
661-53111-661	CONTRACTUAL SERVICES	325.00	0.00
661-53211-661	LEGAL FEES	675.00	0.00
661-53561-661	TELEPHONE	33.15	0.00
713-21512	MEDICARE W/H EE PAYAB...	3,870.58	3,870.58
713-21513	FICA W/H EE PAYABLE	14,515.63	14,515.63
713-21514	FED W/H EE PAYABLE	33,024.79	33,024.79
713-21515	STATE W/H EE PAYABLE	17,810.36	17,810.36
713-21517	POL UNION DUES EE PAY	378.00	378.00
713-21518	FIRE UNION DUES EE PAY	195.00	195.00
713-21523	LIFE INS EE PAYABLE	105.09	105.09
713-21524	SMEC EE PAYABLE	261.50	261.50
713-21527	WAGE ATTACHMENT EE ...	203.42	203.42
713-21528	REGULAR RETIRE EE PAY	7,034.04	7,034.04
713-21529	DEFERRED COMP EE PAY	1,175.84	1,175.84
713-21531	RETIRE FIRE EE PAYABLE	2,299.08	2,299.08
713-21533	RETIRE POLICE EE PAY	5,666.10	5,666.10
713-21534	DIS INC INS EE PAYABLE	862.95	862.95
713-21539	CHILD SUPPORT EE PAY	1,982.31	1,982.31
713-21540	YMCA PAY EE	877.49	877.49
713-21541	HSA EE PAYABLE	9,458.46	9,458.46
713-21712	MEDICARE W/H ER PAYAB...	3,870.58	3,870.58
713-21713	FICA W/H ER PAYABLE	14,515.63	14,515.63
713-21723	LIFE INS ER PAYABLE	771.84	771.84
713-21728	REGULAR RETIRE ER PAY	6,650.92	6,650.92
713-21731	RETIRE-FIRE ER PAYABLE	3,968.14	3,968.14
713-21733	RETIRE-POLICE ER PAY	5,548.69	5,548.69
713-21740	YMCA PAY ER	565.96	565.96
713-21741	HSA ER PAYABLE	2,117.50	2,117.50
721-53111-721	CONTRACTUAL SERVICES	11.57	0.00
721-53561-721	TELEPHONE	34.07	0.00
812-53111-112	CONTRACTUAL SERVICES	5,500.00	0.00
812-53862-112	CLAIMS EXPENSE	74,522.31	74,522.31
812-53863-112	FLEXIBLE BENFT EXPENSES	50.00	50.00
Grand Total:		1,238,395.72	213,216.36

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	1,236,172.40	213,216.36
2117753111	770.00	0.00
2117753471	12.18	0.00
2118152111	399.99	0.00
2122352111	8.00	0.00
6002053111	325.00	0.00
6002053211	675.00	0.00
6002053561	33.15	0.00
Grand Total:	1,238,395.72	213,216.36

City of Scottsbluff, Nebraska

Monday, November 18, 2013

Regular Meeting

Item Pub. Hear.1

Council to conduct a public hearing as advertised for this date at 6:05 p.m., regarding the acquisition of property located at 1308 East 17th Street, Scottsbluff for the purpose of stormwater management.

Staff Contact: Rick Kuckkahn, City Manager

Agenda Statement

Item No.

For meeting of: October 21, 2013

AGENDA TITLE: Scottsbluff Drain Board recommends purchase of property

SUBMITTED BY DEPARTMENT/ORGANIZATION: Public Works

PRESENTATION BY: Legal Council

SUMMARY EXPLANATION: The City has been approached by a property owner to buy a piece of property located at 1308 E 17th Street. This property is one of the high priority properties for the City to acquire to eliminate liability and provide for future improvements to the Scottsbluff Drain. The property has two structures located directly over the Scottsbluff Drain, including a house with a direct sewer connection to the Drain. The property owner is asking for the taxable value of the property, about \$15,000. The Stormwater budget has about \$200,000 budgeted in a fund set aside solely for the purpose of making improvements to the Scottsbluff Drain. This money can be used for the purchase of this property.

BOARD/COMMISSION RECOMMENDATION:

STAFF RECOMMENDATION:

EXHIBITS

Resolution ☐ Ordinance ☐ Contract ☐ Minutes ☐ Plan/Map ☒

Other (specify) ☐ _____

NOTIFICATION LIST: Yes ☒ No ☐ Further Instructions ☐

Mark Bohl, Public Works Director

Lynn Garton, Wastewater Supervisor

Annie Folck, Stormwater Program Specialist

APPROVAL FOR SUBMITTAL: _____
City Manager

Rev 3/1/99CClerk

**SCOTTSBLUFF DRAIN
OPERATING COMMITTEE
MINUTES
October 10, 2013**

The Scottsbluff Drain Operating Committee met in session on October 10, 2013 in the Scottsbluff City Hall Council Chambers, 2525 Circle Drive, Scottsbluff, Nebraska. Notice of the meeting was published Sunday, October 6, 2013 in the Star-Herald, Scottsbluff, Nebraska. Notice of the Nebraska Open Meetings Act was posted as per state statute.

Chairman Lynn Garton called the meeting to order at 1:31 p.m.

Members present: Mark Masterton, Bob Bennettt, Lynn Garton

Moved by Committee Member Masterton, seconded by Committee Member Bennet that the minutes of the July 30, 2013 meeting be approved.

Vote of Committee: "YEAS" Masterton, Bennettt, Garton "NAYS" None. Absent: None

Chairman Garton began discussion regarding the sale of property adjacent to the Scottsbluff Drain along Avenue B. Legal council recommended that everything pertaining to easements, access to the drain, and flood mitigation should be addressed in the developer's agreement. Access to the drain needs to be permanent and should be retained in the deed.

Chairman Garton began discussion regarding the proposed use of a covered portion of the Drain at 14th Avenue and Highway 26 (north of Monument Car Wash) by Wolf Auto. Garton stated that in order for this piece of property to be utilized, a survey of the area would be needed, and this cost should be absorbed by Wolf Auto. Kent Hadenfelt, legal council for the Drain Board, stated that when the Drainage District dissolved, the land within city limits was to be transferred to the City, and the land outside of city limits was to be transferred to the County. However, no records have been found to show that any of the land was actually transferred to the City, so at this time, it appears that all property is owned by the County. Before Wolf Auto can use this piece of property, more research needs to be done to ensure that the Drain Board has the right to allow them to use it. Hadenfelt recommends that a license agreement be drawn up to give them the rights to the property, which could then be terminated at any time at the discretion of the Drain Board. Chairman Garton stated that it would be possible to charge rent for the property. Committee Member Masterton moved that a license agreement be drawn up with six month termination period. Committee member Bennet seconded.

Vote of Committee: "YEAS" Masterton, Bennet, Garton "NAYS" None. Absent: None

Chairman Garton began discussion about the Reganis development, located near the intersection of 27th St and Highway 26. Legal recommended that all requirements for the development, including access to the drain and flood mitigation, be addressed in the developer's agreement.

Chairman Garton began discussion on the potential purchase of property located at 1308 E 17th Street. The owner of the property has approached the City to inquire if the City would be interested in purchasing this property. The Drain Committee has discussed acquiring properties

in this area to eliminate liability and provide for future uses of the drain. Committee Member Masterton stated that the City and County should split the costs of maintenance and property purchase evenly. Chairman Garton stated that the current agreement requires about a 60/40 split for maintenance costs, which is based on the percentage of areas within the City and the County that drain to the Scottsbluff Drain. Hadenfelt stated that the current arrangement addresses only maintenance, and there is nothing in the agreement addressing property purchase. Chairman Garton stated that this property has two structures located directly over the top of the covered portion of the Scottsbluff Drain. One of these structures is a house which has a sewer connection directly connected to the Scottsbluff Drain. The owner is asking for \$15,000, which is the taxable value of the property. Hadenfelt stated that this would set a precedent for purchasing these properties at fair market value. Chairman Garton stated that the City has \$200,000 budgeted in a fund for this purpose. Dave Schaff recommended that the City purchase the property and then approach TCD about a demolition grant to take down the structures. Chairman Garton stated that the fire department might also be able to use these buildings for a training exercise. Hadenfelt stated that in order to purchase the property, City Council would have to approve the purchase, a public hearing would be held, title insurance bought, and then item would be put on a Council agenda to finalize the purchase. Committee Member Bennet moved and Chairman Garton seconded that the Committee recommend the purchase of this property, not to exceed \$15,000.

Vote of Committee: "YEAS" Masterton, Bennet, Garton "NAYS" None Absent: None

Chairman Garton began discussing the bylaws for the Scottsbluff Drain Committee. He stated that no bylaws have been found from when the Drainage District dissolved. Committee member Masterton stated that we need to get something in place, and that another meeting should be held to discuss these items in more depth. He asked for an overview of the history of the Drain, and an outline of the long term plan for the Drain. He stated that there are a lot of issues with the Drain, and the Committee needs to raise awareness and address these issues. Chairman Garton stated that all these things should be explained to the City Council when they are approached about purchasing the property at 1308 E. 17th Street.

With no other business to consider, Bennet moved to adjourn the meeting and Chairman Garton seconded at 2:22 pm.

Vote of Committee: "YEAS" Masterton, Bennet, Garton "NAYS" None Absent: None

City of Scottsbluff, Nebraska

Monday, November 18, 2013

Regular Meeting

Item Public Inp1

Council to recognize the receipt of the Scott Wilber Award for Outstanding Facility Operations for the Wastewater Treatment Plant.

Staff Contact: Rick Kuckkahn, City Manager

Lynn Garton
Water Reclamation Supervisor
City of Scottsbluff
2525 Circle Drive
Scottsbluff, NE 69361



TELEPHONE · (308) 630-6292
E-MAIL · lgarton@scottsbluff.org
WEBSITE · www.scottsbluff.org

November 13, 2013

Rick & Nathan,

You had mentioned needing something additional for the wall to Council Chambers during our last meeting concerning the compost facility.

I just returned from the Annual Joint Fall Conference in Kearney last week where we received the Scott Wilber Award for Outstanding Facility Operations. This is our 11th consecutive year, please except this year's plaque as a symbol of our gratitude.

Thank you both and Council for your many years of continued support.

City of Scottsbluff, Nebraska

Monday, November 18, 2013

Regular Meeting

Item Reports1

Council to approve the Equitable Sharing Agreement and Certification for the Police Department and authorize the Mayor to execute the agreement.

Staff Contact: Chief Kevin Spencer

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City of Scottsbluff, Nebraska

Monday, November 18, 2013

Regular Meeting

Item Reports2

Council to authorize the Mayor to sign the Environmental Review Determination form for the Cirrus House projects.

Staff Contact: Rick Kuckkahn, City Manager



Work! It's What We Do.

Advocacy Employment Housing Education

1509 1st Avenue Scottsbluff, Nebraska 69361 308-635-1488

www.CirrusHouseInc.com Fax: 308-635-1271

11-12-2013

Dear Mr. Kuckkahn:

Attached to this letter is an Environmental Review Determination form. Cirrus House, Inc. is required to obtain this as one of its conditions to receiving grant funds. We have received federal HUD Supportive Housing (a.k.a. CoC grant) funds for our Transitional Age Program (TAP) for several years but the last time we were asked to provide an Environmental Review Determination form was in 2009. (I have attached a copy that form signed by Mayor Meininger for your review). We ask that the city please update the Environmental Review Determination form with the one provided.

I have also attached the April 30th 2013 grant award letter for this project from HUD for your review. We received over \$43,000 a year from this HUD grant. In addition we receive state funds and United Way funds for this project.

TAP helps homeless youth with mental illness transitional successfully into living in the community and helps them to become productive citizens.

Thank you for your help on this matter.

Sincerely,

Brent L. Anderson, Executive Director



U.S. Department of Housing and Urban Development

Omaha Field Office
Edward Zorinsky Federal Building
1616 Capitol Avenue, Suite 329
Omaha, Nebraska 68102-4908

ENVIRONMENTAL REVIEW DETERMINATION

CATEGORICAL EXCLUSION, NOT SUBJECT TO RELATED STATUTORY AUTHORITIES FOR THE SPECIAL NEEDS ASSISTANCE PROGRAMS

Grantee Name: Cirrus House, Inc. Grant Number: NE0029L7D001205

Project Name: Transitional Age Program (TAP) at 21 ½ E. 15th Street and 122 E. 15th Scottsbluff, NE 69361

Certain HUD-funded activities which do not have a physical impact require a Responsible Entity (RE) to determine whether the proposed activity is Categorical Excluded from the National Environmental Policy Act of 1969 (NEPA), as amended, and not subject to the related statutory authorities listed at 24 CFR Parts 58.5 and 58.6. The RE may use this form to make this determination. The RE is the unit of local government in whose jurisdiction the activity is located or the state. This form and a description of the activity must be retained in the RE's Environmental Review Record (see 24 CFR Part 58.38). **A copy of this completed form should be forwarded to the Omaha HUD Field Office.** HUD's environmental review regulation (24 CFR Part 58) should also be consulted as necessary. **This form is not appropriate for projects involving leasing, acquisition, rehabilitation, conversion, repair, or construction activities.**

Check all boxes that apply, which describe the proposed activity under the McKinney – Vento Homeless Assistance Act.

- ☒ Tenant-based rental assistance [§58.35(b)(1)] when the lease is between the property owner and the program participant.
- ☐ Supportive services [§58.35(b)(2)], including, but not limited to, health care, housing services, permanent housing placement, day care, nutritional services, short-term payments for rent/mortgage/utility costs, and HMIS activities.
- ☒ Operating costs [§58.35(b)(3)], including maintenance, security, operation, utilities, furnishings, insurance, equipment, supplies, and other incidental costs.

In accordance with the provisions of 24 CFR 58.35(b), the Responsible Entity, below, has determined that the HUD-assisted activity, a description of which is attached, is Categorical Excluded from NEPA and Not Subject to the Related Part 58.5 Statutory Authorities. Furthermore, the Responsible Entity has determined that Part 58.6 requirements have been met in regard to the subject activity.

Responsible Entity (City/County/State): City of Scottsbluff Date: _____

Certifying
Officer _____

(Print name & title)

(Signature)



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

OFFICE OF ASSISTANT SECRETARY
FOR COMMUNITY PLANNING AND DEVELOPMENT

April 30, 2013

Mr. Brent Anderson
Executive Director
Cirrus House, Inc
PO Box 442
Scottsbluff, NE 69361

Dear Mr. Anderson:

This letter is a follow-up to HUD's letter of March 13, 2013, concerning the conditionally awarded project application(s) submitted and selected for funding under the Fiscal Year (FY) 2012 Continuum of Care (CoC) Program. The purpose of this letter is to conditionally obligate funds to you as detailed in the enclosure, which lists: the name(s) of the individual project(s); the project number(s); and the specific amount(s) of the obligation(s) for each conditionally selected application.

Your local field office will be sending a letter to provide your organization with more information about finalizing your award(s), including execution of your grant agreement(s). Your organization will not have access to these funds until all conditions are satisfied and the grant agreement is fully executed.

Sincerely,

Mark Johnston
Deputy Assistant Secretary
for Special Needs

Enclosure

www.hud.gov espanol.hud.gov

Enclosure



U.S. Department of Housing and Urban Development

Nebraska State Office
Executive Tower Centre
10909 Mill Valley Road
Omaha, Nebraska 68154-3955

ENVIRONMENTAL REVIEW DETERMINATION

CATEGORICAL EXCLUSION, NOT SUBJECT TO RELATED STATUTORY AUTHORITIES FOR THE SPECIAL NEEDS ASSISTANCE PROGRAMS

Grantee Name: Cirrus House, Inc. Sponsor Name: None
Grant Number: NE0029B7D05081 PIN Number: NE0029

Certain HUD-funded activities which do not have a physical impact require a Responsible Entity (RE) to determine whether the proposed activity is Categorically Excluded from the National Environmental Policy Act of 1969 (NEPA), as amended, and not subject to the related statutory authorities listed at 24 CFR Parts 58.5 and 58.6. The RE may use this form to make this determination. The RE is the unit of local government in whose jurisdiction the activity is located or the state. This form, a description of the activity, and documentation under Part 2 must be retained in the RE's Environmental Review Record (see 24 CFR Part 58.38). **A copy of this completed form must accompany the grantee's technical submission documentation that is forwarded to the Omaha HUD Field Office.** HUD's environmental regulation (24 CFR Part 58) should also be consulted as necessary. **This form is not appropriate for projects involving acquisition, rehabilitation, leasing (except tenant-based rental assistance), conversion, repair, or construction activities.**

Check the box(s) that best describe the proposed activity under the McKinney – Vento Homeless Assistance Act.

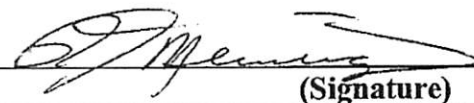
- ☒ Tenant-based rental assistance [§58.35(b)(1)] when the lease is between the property owner and the program participant.
- ☐ Supportive services [§58.35(b)(2)], including, but not limited to, health care, housing services, permanent housing placement, day care, nutritional services, short-term payments for rent/mortgage/utility costs, and HMIS activities.
- ☒ Operating costs [§58.35(b)(3)], including maintenance, security, operation, utilities, furnishings, insurance, equipment, supplies, and other incidental costs.

In accordance with the provisions of 24 CFR 58.35, the Responsible Entity, below, has determined that the HUD-assisted activity, a description of which is attached, is Categorically Excluded from NEPA and Not Subject to the Related Part 58.5 Statutory Authorities. Furthermore, the Responsible Entity has determined that Part 58.6 requirements have been met in regard to the subject activity.

Responsible Entity (City/County/State): City of Scottsbluff, NE Date: 6/25/09

Certifying

Officer Randy Meininger, Mayor
(Print name & title)


(Signature)

City of Scottsbluff, Nebraska

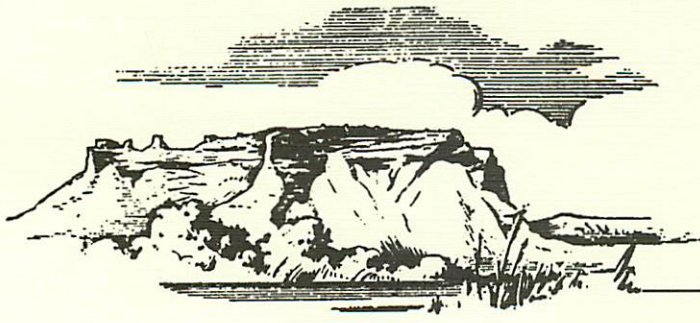
Monday, November 18, 2013

Regular Meeting

Item Reports3

Council to consider the Consolidated Communications Center Inter-Local Agreement Amendment and authorize the Mayor to execute the amendment.

Staff Contact: Rick Kuckkahn, City Manager



Scotts Bluff County Commissioners

Administration Building
1825 10th Street
Gering, Nebraska 69341-2487

(308) 436-6600

November 8, 2013

Ladies & Gentlemen of the City Council:

First of all, the Scotts Bluff County Board of Commissioners wants to thank the Board for signing the inter-local agreement for the Consolidated Communications Center.

The Scotts Bluff County Commissioners is seeking to enter similar agreements with all of the communities in the County. There has been discussion and suggestion that the makeup of the Advisory Committee be modified to allow all political subdivisions to have one member and one vote. This is acceptable to the Commissioners.

Enclosed is a proposed Amendment to the agreement would allow all parties who are part of the Consolidated Communication Center to have one Advisory Board member and one vote.

Please sign and return the enclosed Amendment and payment on or before December 17, 2013.

On behalf of the Scotts Bluff County Board of Commissioners,

Mark J. Masterton
Chairman

**SCOTTS BLUFF COUNTY CONSOLIDATED COMMUNICATIONS CENTER
INTER-LOCAL AGREEMENT AMENDMENT
11-04-2013**

- 4. ADVISORY BOARD.** The Communications Center shall be operated by a joint committee. This committee shall be known as the "Scotts Bluff County Consolidated Communications Center Advisory Board" ("Advisory Board"). The governing bodies of all political subdivisions who are parties to this agreement may appoint one representative to be a member of the Advisory Board. Each representative of a subdivision shall have one vote.

DATED this _____ day of _____, 2013.

ATTEST:

THE COUNTY OF SCOTTS BLUFF,

County Clerk

Chairman – Scotts Bluff County

ATTEST:

CITY OF SCOTTSBLUFF,

City Clerk

Mayor

City of Scottsbluff, Nebraska

Monday, November 18, 2013

Regular Meeting

Item Reports4

Council discussion and instructions to staff regarding the request from Terrytown to purchase water from the City of Scottsbluff.

Staff Contact: Rick Kuckkahn, City Manager

**CITY OF TERRYTOWN
116 TERRY BLVD.
GERING, NEBRASKA 69341
308-632-7212**

Mayor and City Council
City of Scottsbluff
2525 Circle Drive
Scottsbluff, NE 69361

October 24, 2013

RE: Water Purchase

Dear Mayor and Members of City Council,

The City of Terrytown is applying for funds to be used in providing a new source of potable water. Three options have been proposed 1) obtain land and construct a new well field and 2) build a treatment plant 3) Locate a community with an approved water supply and obtain water from that community. In the past, the City of Scottsbluff has expressed an interest in supplying water to Terrytown. If this is still the case we would like for you to provide us with a wholesale price to purchase the water.

The City of Terrytown would install a meter at each connection to measure water supplied.

The City of Terrytown does not currently have water meters but they will be installed as part of the system improvements. The city estimates an average daily water demand of 456,820 gallons, projects a maximum day demand of 1,233,414 gallons

The City of Terrytown is willing to have a meeting in order to discuss any questions the City may have such as connection points, pressure differences and storage.

If you have any question or require any additional information to determine the proposed rate structure, please contact our engineer, Michael Olsen, at (308) 635-1926.

Sincerely,



Kent Greenwald
City of Terrytown

CC: Michael Olsen, M.C. Schaff & Associates
Jeff Wolfe, M.C. Schaff & Associates

Memo

Date: November 4, 2013
To: Rick Kuckkahn, City Manager
From: Jack Satur, Water Supervisor
CC: Mark Bohl, Public Works Director
Re: Terrytown Request for Water

We have looked at Terrytown's request for water and the impact it may have on our system. We do have the capacity to meet their demand; however, the following things should be factored into the City's decision.

Pumping Capacity

In the summer, we use around 60% of the City's current pumping capacity with Minatare included. One of the conditions for mandatory water restrictions in our Municipal Code is when the City reaches 70% of its pumping capacity.

Municipal Groundwater Transfer Permit

Our current permit with the Nebraska Department of Natural Resources (DNR) and the North Platte Natural Resource District (NPNRD) allows the City to pump a maximum of 2.1 billion gallons of water. Our highest year on record was 1.8 billion gallons, with our average at 1.4 billion. We also have an average daily use of 5,753,400 we're not to exceed.

Our permit currently has two mitigation issues that are being worked on.

- Minatare with the assistance of M.C. Schaff & Associates, are still working on a mitigation plan to increase the City of Scottsbluff's permit by 92 million gallons to cover their use. Until they reach an agreement and our permit is revised, their use is coming out of the 2.1 billion gallons we're allowed.
- The NPNRD has mitigation requirements added for use of Well #20 in the well field. Well #20 has been offline while we find a solution for the high Uranium levels and resolve the mitigation issue.

Adding Terrytown will place a third mitigation requirement under the City's permit. If Council desires to offer water to Terrytown, as with Minatare, Terrytown should be responsible for mitigation efforts placed on our permit. It's important to keep in mind that the DNR and NPNRD look at the City of Scottsbluff for compliance no matter who we're making responsible for it.

Council has the wholesale cost for Minatare at 67 cents per thousand gallons.

Lastly, the City of Gering also received a request for the cost of wholesale water for Terrytown. Terrytown is fortunate to be situated in an area where in this case, they have options.

Please let us know if you have questions or need more information.

City of Scottsbluff, Nebraska

Monday, November 18, 2013

Regular Meeting

Item Reports5

Council to confirm the list of City Council candidates submitted by the deadline to fill the vacancy created by the resignation of Council Member Deibert and set the interview schedule.

Staff Contact: Rick Kuckkahn, City Manager

Bridgeport Office

9260 S. Railroad Ave.
Bridgeport, NE 69336
Phone: 308-262-1222
Fax: 308-262-1227



Gering Office

801 Railroad St.
Gering, NE 69341
Phone: 308-436-2186
Fax: 308-436-2339

October 28, 2013

City of Scottsbluff
Attn: Cindy Dickinson, CMC
City Clerk
2525 Circle Drive
Scottsbluff, NE 69361

Dear Ms. Dickinson,

Please consider this letter formal notification of my interest in the vacant City Council position.
Please let me know if you require any additional information at this time.

Sincerely,

A handwritten signature in cursive script that reads "Elizabeth A. Hilyard". The signature is written in dark ink and is positioned above the printed name.

Elizabeth A. Hilyard, CPA, SPHR

WWW.STATELINEBEAN.COM

City Council Appointee

Application Form

Name: Elizabeth (Liz) Hilyard

Address: 1809 Avenue K, Scottsbluff, NE

Phone: 308.631.2623

1. When did you become a resident of Scottsbluff?

I grew up in Omaha, received my undergraduate and graduate degrees from UNL. I lived in Grand Island, NE for one year after college before relocating to Scottsbluff in August, 2000.

2. What prompted your interest in the City Council position?

I have lived, worked and enjoyed this community for over a decade now. I have been very active in community events, organizations and activities as a young professional and business owner.

Since relocating to Scottsbluff, I have had 2 children and now find myself a single mom, raising two young daughters in this community. Becoming a parent has a tendency to change one's perspective on what a community is, what is important within your community and what makes your community a place where you want to raise independent, intelligent and responsible young people.

I was raised in a larger city where it is much more difficult to feel the chain reaction of your efforts than in a small community. In a smaller community every citizen truly can make a difference and that is not an opportunity that most people can capitalize on.

In my opinion, the City of Scottsbluff is a progressive one with good leadership and it has a good vision for the future. I have lived in small communities that are not progressive and have poor leadership and lack of direction. You can feel and see the difference every day.

3. Public service experience:

Leadership Scotts Bluff – president of board, board member, class participant – Scottsbluff, NE

Friends of the Scottsbluff Library – board member – Scottsbluff, NE

Children's University/Riverside Discovery Center – president of board, board member – Scottsbluff, NE

Volunteer activities – Westmoor School PTA, church activities, Girl Scouts, various non-profit organizations - served as liaison for the board of directors for financial matters (i.e. bookkeeping assistance, human resources questions, board of director fiduciary responsibilities).

4. What qualities do you feel you can bring to the Scottsbluff City Council?

I am a Certified Public Accountant, have a Master's degree in Business Administration and I am a certified Senior Professional in Human Resources. I have taken numerous college courses and continuing education courses on Governmental Accounting, Non-Profit Accounting, Human Resources, Business Management and have attended a myriad of leadership courses and conferences. I have performed audits of governmental entities and I fully understand fund accounting. I have over a decade of experience in human resources, business management, public and private accounting.

Aside from my technical/educational background – other qualities I have are that I am not afraid to work hard and get up to speed on what I need to educate myself on as far as the City and its oversight is concerned. I have changed jobs after 12 years to free up some of my time, so I am willing to make the time commitment to this position and have the blessing of both my children and my employer, which is important to me.

I have a lot of "people" experience. I have been the boss and I have had bosses. I have worked and volunteered in one-on-one situations and have had to both work and lead in group settings to accomplish a goal. I have traveled all over the world, lived in a foreign country and have had to deal with a multitude of different types of people. I have no problem with adversity or change, in fact I welcome it. I think we become better because of it.

I believe I have a lot to learn about this City and how it is operated but I also feel that this City can benefit from what I can bring to the table. I can give you a fresh set of eyes, from someone who was not raised here but has lived here long enough to understand what this City is. I am a young professional who is committed to her children and this community. I made the conscious decision to raise my children here which took reflection and even some sacrifices on my part so I am ready to give back so that if and when I ever do leave, I can know that I have left it a better place than I found it.

5. What issues do you think are important to the City of Scottsbluff now and in the next few years?

As a professional and former business owner in this community I learned how difficult it was to recruit and retain talent to relocate to and more importantly, stay in this area. I was in charge of recruiting for our professional firm and it was by far the most challenging thing I was asked to do – more so than tax returns and audits!! Without human capital it does not really matter how beautiful, serene or enjoyable your community is or potentially could be.

That being said, economic development is critical to attracting and retaining young people to our community. If we want them to come here, they need stable, rewarding and appropriately paying employment. They also need houses to live in, parks and recreational activities, good schools for their children or future children to utilize, shopping and entertainment locally so that we aren't all driving to Cheyenne and Denver to have choices in shopping, entertainment and restaurants.

I am also routinely frustrated by the lack of quality activities available for young people in this community. My children do not have the opportunities in sports, clubs or recreation that kids in larger communities have access to. While I can accept some of this, we do have options and I think as a community we could offer more. We can do better.

I think this lack of positive and rewarding activities leads to a lot more underage drinking (and driving) than I ever experienced growing up in Omaha. Based on my living here in Scottsbluff and in visiting with a multitude of people I met at UNL from smaller communities around Nebraska that when you don't have anything to do on a Friday or Saturday evening, you get alcohol and go drive around on county roads!! This is a phenomenon that I want to cease long before my daughters ever reach the age where they will be offered this as weekend entertainment. I know that larger cities are not without their problems and their youth are dealing with things that ours may never be exposed to, however I do not think that is an excuse for our community to not try to address the issue. While some might scoff at this as a "City government" issue or feel that it is merely law enforcement's problem, I again feel that it's all inter-related – providing economic development which equals well-paying and stable jobs for parents, more money into the community, keep spending local, focus on improving schools and providing quality sports, recreational and educational activities for youth.

Another issue that has come much more to the forefront of my mind lately, especially since my change in employment, is water. I think water will become an even bigger issue for our community in the near future and will remain a constant battle so to speak. Agriculture is a vital part of our city even though some may think that since the farms lay outside our city limits they are not something that directly affects us, I disagree. Our farmers and ranchers are just as vital of a piece of this city as are those of us that live and work within the city limits. Once these farms and their operators feel the pinch on water and are forced to impose even more restrictions, the city will in turn feel the pinch of their decreased economic activity, shortages and struggles. I think the City will have to continue to implement and be creative in its water management policies. I am very interested in this area and commend the City on its existing sustainable measures.

6. What is your vision for Scottsbluff's city government?

I think that the City government exists to do more than make sure our streets are plowed when it snows and that water comes out of my tap when I use my kitchen sink. The City government is what ties everything together and creates the vision for the direction this community is headed.

This community has some obstacles to overcome in making itself an attractive option for young people who want to live, work and raise their families here. I think the City has strong leadership and direction, I think those that govern fully understand the challenges they are faced with. I truly feel this City is headed in the right direction though. We have a ways to go but focusing on economic development, the youth in our community and our environmental pressures are key pieces that will allow this City to attain that vision of being a safe and desirable place to live, work and play.

Memo

To: City Council Members
From: Cindy Dickinson, City Clerk/Risk Manager
Date: October 22, 2013
Re: Letter of Interest – City Council Position

This memo is to inform you that following the announcement of Michael Deibert's resignation from the City Council, Mr. Pete Marez personally came to my office on October 22, 2013 and asked that his letter of interest he previously submitted be entered again for the current vacant position.

September 27, 2013

**Pete Marez
1209 E. 15th Street
Scottsbluff, NE 69361**

To whom it may concern:

I am expressing my written interest for the current open City Council position for the City of Scottsbluff.

I am a longtime resident of Scottsbluff County and received my education in Gering. I also attended Southeast Community College, receiving my degree in Culinary Arts.

I feel my experience brings honesty, integrity, open-mindedness, and friendliness to the council. I also believe that my experience will help fulfill my vision of Scottsbluff's cooperation, joint effort, and partnership to fulfill the goals of the community and surrounding communities. In addition, I am sensitive to the needs of others and regularly volunteer in different capacities and this would be a new and great endeavor for me to give back to the community.

As a longtime resident I have seen the changes in our community and would like to continue to help fulfill the growth in Scotts Bluff County and the residents of our community. I would enjoy working in any capacity that the council sees fit in our success of fulfilling our obligation to the community.

I look forward to meeting with you to further discuss in detail my contributions to the City Council of Scottsbluff.

Best Regards,

A handwritten signature in black ink, appearing to read 'Pete Marez', with a stylized flourish at the end.

Pete Marez

City Council Appointee Application Form

Name: Pete R. Marez
Address: 1209 E. 15th St., Scottsbluff, NE 69361
Phone Number: (308) 641-0977

Please answer the following questions. If you wish, you may attach additional sheets of paper.

1. When did you become a resident of Scottsbluff?

I was born in Scottsbluff, NE. I have been a resident my entire life.

2. What prompted your interest in the City Council position?

I have seen so many changes in Scottsbluff. I have watched it grow into the city it is today, and I want to take advantage of this opportunity to get involved and be someone that helps make things happen for the good of our community.

3. Describe your experience in public service and list any positions you have held on an elected, appointed or volunteer basis, and list the community in which each position was held.

I was appointed Eucharist Minister for the Parish of Our Lady of Guadalupe, in Scottsbluff, NE. I was elected to serve in the position as President of our Parish Council. I am also chairman of the Community Graffiti Clean-up Committee, and a volunteer for CERT. (Citizens Emergency Response Team).

In addition, I have attended many council meetings and have testified in reference to many issues facing our community.

4. What qualities do you feel you can bring to the Scottsbluff City Council?

I can bring to the Council, honesty, integrity, open mindedness and friendliness. I am well organized; I am a team player; I am intelligent and sensitive to the needs of others. Most importantly, I have a desire and a willingness to help Scottsbluff become a greater place to work, live and play. I want to serve on this council because I believe in Scottsbluff, and I want to be part of its economic growth and prosperity.

5. What issues do you think are important to the City of Scottsbluff now and in the next few years?

#1: The budget, the economic situation. We must continually focus on providing the best services possible within the means of our budget. We have I believe in equal and fair distribution of increases across the board (in all areas). The only exception would be the fire and police departments which I think must be dealt with on a as needed basis.
#2: Garbage / Recycling
#3: Continued working with / attracting new businesses (Example is Nature Composite)

6. What is your vision for Scottsbluff's city government?

It is a vision of cooperation, joint effort and a partnership that works for the good of the community and its patrons. It is teamwork and public service that continually works for the betterment of the community as a whole. We should want to be accessible to everyone, regardless of the need or their status in the community. The vision should include being a five star community; one that is published and recognized for being exemplary and a first class place to live. As public servants, we should want to do everything within our means to take care of the patrons we serve. At the same time, appeal to and welcome all of the new comers, particularly new businesses, because they help bring economic prosperity to our community. The quality of services will, and must be above the rest.

7. Please express any other thoughts or information you feel should be considered.

I want to stress the fact that I will be a team player and I understand that many times decisions must be based on what is best for the majority. I am not one to push my own personal agenda at every meeting, etc. I would be committed to working collectively with other council members, and through our joint efforts, address the needs of our community and the constituents we serve; always striving to make a difference in the lives of its residents, and above all, to advance progress at all levels. I am a person that has earned the respect and trust of my community.

City Council Letter of Intent

November 1, 2013

To Whom It May Concern:

I am writing a letter of intent to fill the vacancy seat left by Mike Diebert on the Scottsbluff City Council. I am a Colorado native who moved to Gering/Scottsbluff area in April of 2012. I was the former House Reading Clerk for the Colorado state House of Representatives from 1995 to 2003. From there, I became the Assistant to the Insurance Commissioner from 2003 to 2008. I left working for the state of Colorado in April of 2008 to work for a private firm, which unfortunately lead to a layoff due to downsizing in 2011.

I'm a strategic thinker and supportive collaborator with 15 years of experience in regulation and public policy. My expertise lies in planning, communication, research, and stakeholder relations.

Complex issues and complicated situations really motivate me in my work. I truly love to learn, to dig into a new subject so I really understand it and various perspectives on it. One of my strengths is seeing and helping others understand how things fit together, so I thoroughly enjoy anticipating people's needs and finding creative ways to meet needs and solve problems.

What I deliver is marked by innovation and collaboration. I am someone who endlessly looks for ways to improve the way things work, build bridges in relationships, and get others involved and contributing.

I am currently working as the Office Manager for Country Auto Sales Inc which was owned by former County Commissioner Henry E. Schneider. It would be an honor to continue his legacy in making sure that the community is represented by an elected official who will not only listen to what their needs are, but to follow through and accomplish the goals at task. I look forward to hearing from you and would appreciate your support.

Thank you for your consideration

Michael Robert Mawhinney
1926 9th Avenue
Scottsbluff, NE 69361
(303) 968-4254 – cell
michael.mawhinney@hotmail.com

City Council Appointee Application Form

Name:

Michael

Mawhinney

Address:

1926 9th

Avenue

Gering NE

69361

Phone Number:

(303) 968-4254

Email:

Michael.mawhinney@hotmail.com

Please answer the following questions. If you wish, you may attach additional sheets of paper.

1. When did you become a resident of Scottsbluff?
April 1, 2013, however I have lived in Gering prior, since April 2012
2. What prompted your interest in the City Council position?
I have always had a passion to help people and represent them with integrity. When I worked for the state of Colorado, I was able to do that as a civil servant but I never aspired to becoming an elected official. Being older and single, I will be able to focus a lot of time helping out the community. It is a dream of mine to, one day, become an elected official.
3. Describe your experience in public service and list any positions you have held on an elected, appointed or volunteer basis, and list the community in which each position was held.
I was appointed from 1995 to 2003 to be the House Reading Clerk by four different Speakers of the House. I then followed Speaker Doug Dean to the Colorado Division of Insurance as his Assistant, specializing on Fiscal Notes and being the Legislative Liaison for the Division. I was extensively active in our caucuses being a District Captain for 8 years.

4. What qualities do you feel you can bring to the Scottsbluff City Council?
I am very familiar with the government process and I have extensive Statutory and Regulatory background. I bring a youthful fresh outlook for Scottsbluff's future backed by integrity and respect for the process.

5. What issues do you think are important to the City of Scottsbluff now and in the next few years?
Since I have moved here, I have notice a lack of well-paying jobs for our college graduates. Unless you are in the Agricultural business, many graduates will leave the state to pursue better paying employment. I would like to keep our strong Agricultural business but expand our workforce, thus creating more attractive careers and strengthening our economy.

6. What is your vision for Scottsbluff's city government?
Scottsbluff's city government has had a great reputation of helping out the farming community. This vision must continue but should also be open to new ideas in expansion in growth and maintaining the interest of the citizens of this great rural city.

7. Please express any other thoughts or information you feel should be considered.

MICHAEL ROBERT MAWHINNEY

1926 9th Avenue, Scottsbluff, NE 69361

(303) 968-4254 c michael.mawhinney@hotmail.com

Performed several administrative functions on behalf of state insurance departments with a dynamic track record of consistently meeting or exceeding goals. History of success in driving new business by emphasizing strong customer service within key projects and developing strategic partnerships. Ability to work closely and comfortably within all levels of a client's organization.

- Iowa Insurance Division and 43 participating states and the District of Columbia – monitoring United Healthcare Insurance Company and its subsidiaries and affiliates for compliance with a multi-state regulatory settlement agreement
- The Division's Legislative Analyst in regards to developing fiscal notes for proposed legislation and assisting the Commissioner in the Budgetary process
- Primary support staff on projects involving health insurance and managed care including: United Healthcare/PacifiCare merger acquisition, CIGNA/ Great West Health Insurance merger acquisition, Kaiser Health Foundation Intercompany Agreement

Noted for outstanding ethics and integrity as well as:

- Hard working, dedicated, and enthusiastic communication skills
- Detail oriented, fast learner, talented and have the ability to multi-task, prioritize, and plan ahead
- Being a self-starter with excellent business skills
- Problem solver who builds rapport quickly to cultivate both personal and professional relationships

Account Management
Project Management
Market Regulation
Legislative Liaison

Business Plans
Contract Negotiations
Fiscal Analysis
Investigations

Cost Analysis
Forecasting & Budgets
Customer Relations
Office Management

CAREER SUMMARY

RSM McGLADREY, Inc.

Apr. 2008 – Jan. 2011

Associate

- Perform various technical, informal examinations (investigations) and other analysis of insurance entities (licensed producers and agencies)
- In-depth review of insurance rates, rating plans, rating systems, and statistical data
- Verifications of policy forms, riders, endorsements, and advertising materials to determine if coverage provided and product disclosures comply with statutory and regulatory mandates and policy provisions
- Analysis of claims and complaints to determine if there are any unfair claim settlement practices or unfair or discriminatory trade practices
- Review of underwriting criteria to identify any unfairly discriminatory practices and review of entity operations and management to determine compliance with all applicable statutory and regulatory mandates
- Assisted on caseload of numerous complex cases and determined the appropriate manner in which to organize hundreds of documents in a case
- Key contact person between the state insurance departments and insurance companies
- Assisted on preparing examination plans and budgets, researched, interpreted and applied various states' insurance laws
- Identify specific violations by preparing examination reports with findings

COLORADO DIVISION OF INSURANCE

Sept. 2003 – Apr. 2008

Assistant to the Commissioner

- Legislative analysis and development of fiscal notes for proposed legislation.
- Assisted in the budgetary processes for the Division
- Coordination and reconciliation of out-of-state travel arrangements for the Division
- Reconciliation of producer licensing fees
- Division liaison for the NAIC (National Association of Insurance Commissioners) and the Colorado State Legislature
- Planning and scheduling regulatory and enforcement hearings and large meetings with industry and constituent groups
- Served as primary support staff on projects involving health insurance and managed care including: United Healthcare/PacifiCare merger acquisition, CIGNA/ Great West Health Insurance merger acquisition, Kaiser Health Foundation Intercompany Agreement

COLORADO GENERAL ASSEMBLY

Jan. 1995 – Sept. 2003

House Reading Clerk / Information Clerk

- Scheduling of Bills & Rooms for Committee Meetings
- Accurate Publication of the Daily Calendar & Legislative Directory
- Reading of the Daily Order of Business for the Body
- Operation & Oversight of the Electronic Voting Machine
- Intern & Aide Coordinator
- Social Events Coordinator

LICENSES AND CERTIFICATION

Life, Accident and Health Producer License
FMLI Designation

State of Colorado (May 2011)
LOMA (Oct. 2010)

EDUCATION

Bachelor of Liberal Arts, Political Science

University of Northern Colorado
(December 10, 1994)

November 12, 2013

City of Scottsbluff
2525 Circle Dr.
Scottsbluff, NE 69361

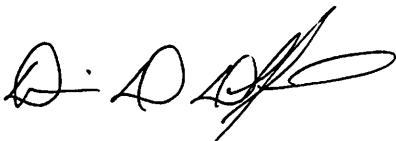
To Whom It May Concern:

My name is Dennis Duffield, I am the General Manager of Roosevelt Public District. My address is 2805 Dineen Ave., Scottsbluff, Ne 69361 and my phone number is 308-641-3729. I have been a resident of Scottsbluff for 12 years. I grew up and graduated from Mitchell NE and I attended and graduated college in North Dakota.

I am interested in the post that is open on the Scottsbluff City Council. I have serviced on the Municipal Energy Agency of Nebraska (MEAN) Board of Directors from 1994 to 1999. I also, served as Chairman for the Tri-State Generation and Transmission Association Manager group from 2010 to 2012. I also, served on the Legislative Committee for Nebraska Rural Electric Association from 2009 to 2013.

I understand the duties and commitment of sitting on any Board or Council. I personally feel that I would make a good candidate for the Post on the Scottsbluff City Council. I thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Duffield', with a stylized flourish at the end.

Dennis D Duffield

City Council Appointee Application Form

Name: Dennis D Duffield

Address: 2805 Dineen Ave., Scottsbluff, NE 69361

Phone Number: (308) 641-3729

Please answer the following questions. If you wish, you may attach additional sheets of paper.

1. When did you become a resident of Scottsbluff? In January 2001
2. What prompted your interest in the City Council position? A desire to serve the community in which I live in.
3. Describe your experience in public service and list any positions you have held on an elected, appointed or volunteer basis, and list the community in which each position was held. See attached page
4. What qualities do you feel you can bring to the Scottsbluff City Council?
See attached page
5. What issues do you think are important to the City of Scottsbluff now and in the next few years? See attached page
6. What is your vision for Scottsbluff's city government? See attached page
7. Please express any other thoughts or information you feel should be considered.
See attached page

3. I was appointed to the accreditation committee by the Board of Directors of the Morrill School District, Morrill, NE; I was appointed to serve on a strategic planning committee for Western Nebraska Community College, Scottsbluff, NE.

4. I was on the Board of Directors for the Municipal Energy Agency of Nebraska (MEAN) and was appointed to the Services Committee, in this position I represented the Village of Morrill. I also served as Chairman of the Tri-State Generation and Transmission Manager Committee. I was also appointed to a one term on the Manager Advisor Council (MAC) of Basin Electric Power Cooperative in Bismarck, ND where I represented Tri-State Generation and Transmission.

5. Keeping and maintaining a qualified workforce; maintaining and updating the Cities infrastructure; economic development.

6. To maintain and retain qualified staff and employees; to set good policies that will protect and improve the quality of life for the residents and businesses in the City of Scottsbluff.

7. I have set on enough Boards and Committees to understand that it is my fiduciary responsibility to serve the best interest of the Board/Council that I set on and make decisions in the best interest of the, in this case, the City of Scottsbluff.

2517 2nd Ave
Scottsbluff, NE 69361
(308) 760-8886

November 11, 2013

Scottsbluff City Clerk-Cindy Dickinson
2525 Circle Drive
Scottsbluff, NE 69361

Dear Ms. Dickinson:

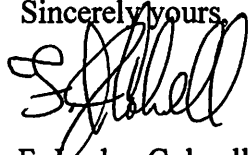
I am writing in regards to the Scottsbluff City Council position that is currently vacant. I found the position while reading the Star Herald Newspaper.

I would like to serve the people of Scottsbluff in a civic role outside of Regional West Medical Center (RWMC). I have worked at RWMC for the past three years and my experience has taught me strong communication, customer service, and administrative skills.

I also have leadership skills that I have learned while being an active member of the American Nurses Association (ANA), Nebraska Nurses Association (NNA), and as a First Lieutenant in the 34th Aeromedical Evacuation Squadron of the United States Air Force Reserve. My broad background makes me an excellent candidate for this position.

Thank you for your time spent reading my letter and resume.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'F. Jordan Colwell', written over the printed name.

F. Jordan Colwell, MHA, BSN, RN

Enclosure

City Council Appointee Application Form

Name: F. Jordan Colwell
Address: 2517 2nd Ave Scottsbluff, NE 69361
Phone Number: 308-760-8886

Please answer the following Questions. If you wish, you may attach addition sheets of paper.

1. When did you become a resident of Scottsbluff?

I officially became a resident of Scottsbluff in April 2013. I have worked in Scottsbluff for the past two years and attended college here from 2007-2009. As a longtime Panhandle resident, I am very aware of the issues and opportunities for all of Western Nebraska, which would be an asset to the Scottsbluff City Council.

2. What prompted your interest in the City Council position?

I was prompted to apply for this position because of my desire to help make positive changes to the community in which I want to raise my family.

3. Describe your experience in public service and list any positions you have held an elected, appointed, or volunteer basis and list the community in which each position was held.

I have had a broad experience in public service thus far in life and look forward to the many opportunities I will have in the future. I believe that giving back to my community and country are vitally important.

- United States Air Force Reserve- Peterson Air Force Base, Colorado Springs, CO, First Lieutenant and Flight Nurse in the 34th Aeromedical Evacuation Squadron (AES), *2012-Present*, Unit Infection Control Officer-in-Charge and ACLS Instructor, *2012-Present*, Second Lieutenant and Flight Nurse in the 34th Aeromedical Evacuation Squadron (AES), *2010-2012*, Unit Clinical Management Assistant Officer-in-Charge, *2010-2012*
- Alliance Volunteer Fire Department- Alliance, NE, Member, *2005-2007, 2011-2013*, Intern, *2003-2004*
- Leadership Scottsbluff Class of XXV, Participant, *2013-2014*, Scottsbluff, NE
- Nebraska Nurses Association District V. President, *2013*, Scottsbluff, NE
- Nebraska Nurses Association District V. President-elect, *2012*, Scottsbluff, NE
- Nebraska Nurses Association District V. Bylaws Committee Chair, *2012*, Scottsbluff, NE
- General Notary Public For The State Of Nebraska, *2012-Present*, Scottsbluff, NE

- Nebraska Farm Bureau Member, *2010-Present*, Box Butte County, Scottsbluff County
- Nebraska Nurses Association Commission of Nursing Practice and Professional Development, Co- Chair, *2010-2012*, Scottsbluff, NE
- Nebraska Nurses Association District V. Recruiting Chairman, *2010-2011*, Scottsbluff, NE
- The United States Junior Chamber- Jaycees-Alliance Member, *2009-2012*, Alliance, NE
- Nebraska State Student Nurses Association Student Advisor, *2009-2010*, Scottsbluff, NE
- University of Nebraska Medical Center Alumni Foundation Member, *2009-Present*, Scottsbluff, NE
- American Nurses Association Member, *2009-Present*, Scottsbluff, NE
- Nebraska Nurses Association Member, *2009-Present*, Scottsbluff, NE
- Keep Alliance Beautiful (KAB) Executive Board, *2009*, Alliance, NE
- 3rd Degree Knights of Columbus, Council Member 2681, Scottsbluff, NE
- YMCA Strong Kids Campaign, Team Leader, Scottsbluff, NE
- 33rd Degree Master Mason, Council 183, Alliance, NE
- American Legion Post 7, Member, Alliance, NE
- Fraternal Order of Eagles, Aerie Member, Alliance, NE
- Teammates Mentoring Program, Mentor, Alliance, NE
- Adopt-a-School Volunteer, Alliance, NE
- Vacation Bible School Volunteer, Alliance, NE
- Religious Education Educator, Chardon and Scottsbluff, NE
- 4-H Volunteer and Judge, Box Butte County

4. What qualities do you feel you can bring to the Scottsbluff City Council?

The qualities that I feel I can bring to the Scottsbluff City Council are: meticulous organizational skills, an enthusiasm for learning about city government, a visionary personality, a strong ability to listen to the views and ideas of my fellow residents, a commitment to hard work, and a desire to serve and listen to all citizens of the community.

5. What issues do you think are important to the City of Scottsbluff now and in the next few years?

The issues that I think are important to the City of Scottsbluff now and in the future are:

- The continuing decline of population in the region and its impacts
- Viable and sustained economic growth in both private and public sectors
- Ongoing infrastructure development and restoration
- Continued fiduciary restraint
- Navigating ever-changing health care regulations that impact the local level

6. What is your vision for Scottsbluff's city government?

My vision for Scottsbluff's city government is to be an industrious and responsive council that will meet the needs of all citizens through local government and civic-minded voters.

7. Please express any other thoughts or information you feel should be considered.

Thank you for your time reading my letter and questionnaire form. I would be pleased to be a part of such a visionary and committed group of council members, representing my neighbors, co-workers, and friends. The combination of my professional and personal experiences, as well as the service to my country and community, will enable me to bring a fresh perspective and ideas to the Council. Like you, I hope to continue the strong traditions and values of this community that make it such a wonderful place to call home.

F. Jordan Colwell

2517 2nd Ave. Scottsbluff, NE 69631

fjcolw@gmail.com

Phone: (308) 760-8886

EDUCATION:

Walden University

Doctor of Business Administration-- Minneapolis, MN

Anticipated Graduation, December 2016

Master of Science in Health Care Administration-- Minneapolis, MN

Graduated December 2012

University of Nebraska Medical Center-- Scottsbluff, NE

Graduated May 2009

Bachelor of Science in Nursing

Chadron State College-- Chadron, NE

Graduated May 2008

Bachelor of Science in Health Sciences; Minor in Psychology

Alliance High School-- Alliance, NE

Graduated May 2004

LEADERSHIP AND ACTIVITIES:

- Leadership Scottsbluff Class of XXV, Participant, 2013-2014
- Nebraska Nurses Association District V. President, 2013
- Nebraska Nurses Association District V. President-elect, 2012
- Nebraska Nurses Association District V. Bylaws Committee Chair, 2012
- General Notary Public For The State Of Nebraska, 2012-Present
- Nebraska Farm Bureau Member, 2010-Present
- Nebraska Nurses Association Commission of Nursing Practice and Professional Development, Co- Chair, 2010-2012
- Box Butte General Hospital Service Excellence Advisory Committee, 2010-2011
- Nebraska Nurses Association District V. Recruiting Chairman, 2010-2011
- The United States Junior Chamber- Jaycees-Alliance Member, 2009-2012
- Nebraska State Student Nurses Association Student Advisor, 2009-2010
- University of Nebraska Medical Center Alumni Foundation Member , 2009-Present
- American Nurses Association Member, 2009-Present
- Nebraska Nurses Association Member, 2009-Present
- Keep Alliance Beautiful (KAB) Executive Board, 2009

AWARDS AND HONORS:

- 34th AES Company Grade Officer of the Quarter, 2013
- Nebraska Hospital Association Graduate Scholarship, 2011
- Box Butte General Hospital Full Tuition Scholarship, 2004-2009
- Rural Health Opportunities Scholarship (RHOP), 2004-2009
- Nebraska Hospital Association Undergraduate Scholarship, 2007

PROFESSIONAL EXPERIENCE:

Regional West Medical Center- Scottsbluff, NE

Director of Accreditation Standards, Magnet Program, and National Database of Nursing Quality Indicators, 2012-Present

Advance Cardiac Life Support (ACLS) Instructor, 2012-Present

Emergency Room Registered Nurse, ACLS, BLS, PALS, TNCC Certifications, 2012-Present

Nursing House Supervisor, 2012-2013

Certified Nurse Assistant on the Acute Rehabilitation Unit, 2008-2009

United States Air Force Reserve- Peterson Air Force Base, Colorado Springs, CO

First Lieutenant and Flight Nurse in the 34th Aeromedical Evacuation Squadron (AES), 2012-Present

Unit Infection Control Officer-in-Charge and ACLS Instructor, 2012-Present

Second Lieutenant and Flight Nurse in the 34th Aeromedical Evacuation Squadron (AES), 2010-2012

Unit Clinical Management Assistant Officer-in-Charge, 2010-2012

Western Nebraska Community College- Alliance, NE

Adjunct Faculty for Human Anatomy and Physiology and Medical Terminology, 2010-2013

Box Butte General Hospital-- Alliance, NE

Registered Nurse, ACLS, BLS, NRP, PALS Certifications, 2009-2012

Certified Nurse Assistant, 2003-2009

Phlebotomist, 2003-2004

Summer Intern, 2003

Alliance Public Schools- Alliance, NE

Local Substitute Teacher for K-12 Grades, 2009-2011

St. Francis Medical Center- Grand Island, NE

Senior College Transition Student in the Intensive Care Unit (ICU), Spring 2009

Office of US Senator Chuck Hagel- Scottsbluff, NE
College Intern, 2008-2009
Alliance Volunteer Fire Department- Alliance, NE
Member, 2005-2007, 2011-2013
Intern, 2003-2004

COMMUNITY INVOLVEMENT:

- 3rd Degree Knights of Columbus, Council Member 2681
- YMCA Strong Kids Campaign, Team Leader
- 33rd Degree Master Mason, Council 183
- American Legion Post 7, Member
- Fraternal Order of Eagles, Aerie Member
- Teammates Mentoring Program, Mentor
- Costa Rica Spanish Immersion Project
- Adopt-a-School Volunteer
- Vacation Bible School Volunteer
- Religious Education Educator
- 4-H Volunteer and Judge

City of Scottsbluff, Nebraska

Monday, November 18, 2013

Regular Meeting

Item Resolut.1

Council to consider approval of the contract with the Scottsbluff Police Officer's Association and authorize the Mayor to execute the contract.

Staff Contact: Rick Kuckkahn, City Manager

Agenda Statement

Item No.

For Meeting of:

AGENDA TITLE: Council to consider approval of the contract with the Scottsbluff Police Officer's Association, and authorize the Mayor to execute the contract.

SUBMITTED BY DEPARTMENT/ORGANIZATION: Administration

PRESENTATION BY: Rick Kuckkahn

SUMMARY EXPLANATION: Contract between City of Scottsbluff, Nebraska and Scottsbluff Police Officer's Association Inc. (draft attached)

BOARD/COMMISSION RECOMMENDATION:

STAFF RECOMMENDATION:

Resolution X	Ordinance <input type="checkbox"/>	EXHIBITS	Contract <input type="checkbox"/>	Minutes <input type="checkbox"/>	Plan/Map <input type="checkbox"/>
Other (specify) _____					

NOTIFICATION LIST: Yes ☐ No ☐ Further Instructions ☐

APPROVAL FOR SUBMITTAL: _____
City Manager

Rev 3/1/99CClerk

C O N T R A C T

between

CITY OF SCOTTSBLUFF, NEBRASKA

and

**SCOTTSBLUFF POLICE OFFICER'S ASSOCIATION
INC.**

Effective

~~October 1, 2009 – September 30, 2010~~
October 1, 2013- September 30, 2016

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PREAMBLE

WHEREAS, the City has voluntarily endorsed the practices and procedures of collective bargaining as a fair and orderly way of conducting its relations with its employees insofar as such practices and procedures are appropriate to the functions and obligations of the City to retain the right effectively to operate in a responsible and efficient manner and are consonant with the paramount interests of the City and its citizens;

WHEREAS, it is the intention of this contract to provide, where not otherwise mandated by statute, ordinance, or resolution for the salary structure, fringe benefits, and employment conditions of the employees covered by this contract to prevent interruptions of work and interference with the efficient operation of the City and to provide an orderly and prompt method of handling and processing grievances;

NOW THEREFORE, the parties agree with each other as follows:

ARTICLE I DEFINITIONS

For the purpose of this Contract, the following words, terms and phrases shall be construed in accordance with the definitions assigned to them unless the context in which the same shall be used would otherwise necessarily require a different definition.

1. Department shall mean the Police Department of the City of Scottsbluff.
2. Employee shall mean any Police Officer of the City which is included in the recognized bargaining unit;
3. Civil Service Commission shall mean the duly appointed Civil Service Commission of the City;
4. City Manager shall mean the duly appointed City Manager of the City;
5. Personnel Rules and Regulations shall mean all provisions of the Ordinances of the City regulating personnel and working conditions, the Personnel Manual and the Administrative Regulations of the City, the Rules and Regulations of the Civil Service Commission and any rules, regulations, instructions of the Police Department;
6. City shall mean the City of Scottsbluff, Nebraska;
7. Union shall mean Scottsbluff Police Officers' Association, Inc.

ARTICLE II UNION RECOGNITION

The City recognizes the Union as the sole and exclusive bargaining representative for all police officers holding positions or classifications subordinate to the Police Chief and immediate assistant(s) holding authority subordinate only to the Chief.

ARTICLE III NON-DISCRIMINATION

- SECTION 1** The parties hereby agree not to discriminate against any employees on the basis of race, color creed, sex, religious or political affiliations, national origin, age, marital status, or Union or non-union membership.
- SECTION 2** The parties hereby agree that no officers, agents, representatives, members or anyone connected with either party shall in any manner intimidate, coerce, restrain, or interfere with the rights of employees to form, join, or assist labor organizations or to refrain from any of these activities, including the right of employees to withdraw, revoke, or cancel Union membership.
- SECTION 3** The Union recognizes its responsibility as the exclusive bargaining agent and agrees to represent all employees in the bargaining unit without discrimination, interference, restraint, or coercion. The City recognizes the Union right to reimbursement from nonunion bargaining unit employees for the reasonable cost of representation in each individual case.
- SECTION 4** The Union shall share equally with the City the responsibility for applying this Article to the Contract.

ARTICLE IV MANAGEMENT RIGHTS

Nothing in this Contract shall be construed to restrict, limit or impair the rights, powers, and authority of the City under the laws of the State of Nebraska and ordinances of the City.

The City shall not be deemed to have agreed to any restrictions upon the manner of exercising such powers and duties other than those clearly specified in this Contract.

The reserved rights, powers, and authority of the City include, but are not limited to the following:

1. The rights to determine, effectuate, and implement the objectives and goals of the City;
2. The rights to manage and supervise all operations and functions of the City;
3. The right to establish, allocate, schedule, assign, modify, change and discontinue City operations, work shifts, and working hours, including overtime hours;

4. The right to establish, modify, change, and discontinue work standards;
5. The right to hire, examine, classify, promote, train, transfer, assign, and retain employees; suspend, demote, discharge, or take other disciplinary action against employees for just cause; and to relieve employees from duties due to lack of work or reduction of funds;
6. The right to increase, reduce, change, modify, and alter the composition and size of the work force;
7. The right to determine, establish, change, modify, and implement policies for the selection, training, and promotion of employees;
8. The rights to create, establish, change, modify, and discontinue any City function, operation and department.
9. The right to establish, implement, modify, and change financial policies, accounting procedures, prices of goods or services, public relations, and procedures and policies for the safety, health, and protection of City property and personnel;
10. The right to adopt, modify, change, enforce, or discontinue any existing rules, regulations, procedures and policies which are not in direct conflict with any provision of this Contract;
11. The right to determine and enforce employee's quality and quantity standards;
12. The right to classify jobs and to allocate individual employees to appropriate classifications based upon duty assignments. The City will not abolish or change any bargaining unit classifications for the purpose of depriving the bargaining unit employees of their benefits under this Contract.
13. The right to establish reasonable work rules.
14. If it is determined that there is a conflict between the Personnel Rules and Regulations or Administrative Regulations and the provisions of this Contract, the Contract will govern until changes incorporated in the Personnel Rules and Regulations are specifically addressed in the Contract.

ARTICLE V CHECK-OFF

- SECTION 1** The City shall deduct regular Union dues from the pay of each employee covered by this contract, provided that at the time of such deduction there is in possession of the City a current unrevoked written assignment, executed by the employee, in the form and according to the terms of the authorization form, attached hereto, marked Appendix "A", and made a part hereof. Such authorization may be revoked by the employee at any time by giving written notice thereof to the City.
- SECTION 2** Previously signed and unrevoked written authorizations shall continue to be effective as to employees reinstated following lay-off, leave of absence, or suspension not exceeding sixty (60) days. Previous authorizations of other employees rehired or reinstated shall not be considered to be effective.
- SECTION 3** Such authorization deductions shall be made from each bi-weekly pay period and will within ten (10) days be remitted to the duly designated Union official. The Union official unless otherwise agreed shall be the treasurer.
- SECTION 4** Such deductions shall be limited to ~~1/26th~~ 1/24th of the annual Union dues, and shall not include dues for prior pay periods or any portion thereof.
- SECTION 5** If the city receives an employee revocation of authorization on or before the eighth day of the payroll period, no deductions will be made from that payroll period or subsequent payroll periods. If such revocation is received after the eighth day of the first payroll period, a deduction will be made from such payroll but shall not be made from subsequent payroll periods.
- SECTION 6** At the time of execution of this Contract, the Union shall advise the City in writing of the exact amount of regular annual Union dues, which shall be divided into ~~26~~ 24 equal payments. If, subsequently, the Union requests the City to deduct additional annual Union dues, such request shall be effective only upon written assurance by the Union to the City that amounts are regular Union dues duly approved in accordance with the Union's ByLaws.
- SECTION 7** The City agrees to provide this service without charge to the Union.
- SECTION 8** The City Shall not be liable for the remittance payment of any sums other than those constituting actual deductions made; and if for any reason it fails to make a deduction for any employee as above provided, it shall make that deduction from the next pay period in which Union dues are normally deducted after written notification to the City of the error. If the City makes an overpayment to the Union, the City will deduct that amount from the next remittance to the Union. The Union agrees to indemnify and hold the City harmless against any and all claims, suits, orders or judgments brought or issued against the City as a result of any action taken or not taken by the City under the provisions of the Article.

ARTICLE VI GRIEVANCE PROCEDURE

An alleged grievance arising from an employee shall be handled in the following manner:

A grievance for the purpose of this Contract refers to the question of the interpretation, application, and meaning of the terms of the labor agreement between the City and the Union.

Employees shall raise and thoroughly discuss any matters on disagreement with their immediate supervisor in order to informally resolve as many matters as possible.

In reducing a grievance to writing, the following information must be stated with reasonable clearness:

1. The exact nature of the grievance;
2. The act or acts of commission or omission;
3. The time and place of the act of commission or omission;
4. The identity of the party or parties who claim to be aggrieved;
5. The provisions of the contract that are alleged to have been violated;
6. The remedy which is sought.

In the event that a satisfactory settlement is not or cannot be reached after the matter has been informally raised with the immediate supervisor, the following procedure shall be used in the submission of a grievance:

- Step 1 Any employee who believes that he/she has a justifiable request or grievance shall discuss the request or complaint within five (5) calendar days with the Police Chief, with or without the Union representative being present, as the employee may elect, in an attempt to settle same. However, if a grievance or request has not been satisfactorily resolved in step one, it must be presented in writing and processed in step two, if the Union representative determines that it constitutes a meritorious grievance. A grievance to be considered beyond step one must be filed in writing with the Police Chief.
- Step 2 If the grievance is not settled to the satisfaction of the employee, he/she and/or the designated representative shall present it to the Police Chief in writing within seven (7) calendar days of the receipt of the decision of the Police Chief in step one. The Police Chief shall consider the grievance and notify the employee in writing within seven (7) calendar days of the receipt of the grievance.
- Step 3 If the grievance is not settled to the satisfaction of the employee, he/she and/or the designated representative shall present it in writing to the City Manager or designated representative within five (5) calendar days after the decision of the Police Chief. The City Manager shall notify the employee of the decision made and of any action taken within ten (10) calendar days of the receipt of the grievance.

Step 4 If the grievance is not settled by the City Manger to the satisfaction of the employee, the employee may seek redress from the Civil Service Commission or the courts as provided by law.

General All grievances shall be presented by the employee in person. The employee shall not be paid for any time used to present a grievance. An employee must obtain the permission of the immediate supervisor before leaving the job to present a grievance. None of the above precludes the possibility of meetings at any step of the grievance procedure among the parties involved to discuss the issues and to attempt to settle them at that step.

Nothing in the foregoing provisions shall be construed to apply to the extent, if any, that such provisions may become in conflict with a duly enacted statute of the state or a decision of the court of competent jurisdiction.

ARTICLE VII DISCIPLINARY ACTION

SECTION 1 Disciplinary Action Cause: Good cause for disciplinary action against any employee shall include any cause so specified in the Personnel Rules and Regulations of the City.

SECTION 2 Disciplinary Action: It is agreed by the parties that all the applicable provisions of the Personnel Rules and Regulations of the City are hereby made part of this contract and by this reference made part hereof.

SECTION 3 Disciplinary Action Reprimand: The Police Chief or designated representative may reprimand any employee for cause. Such reprimand may be oral or written.

SECTION 4 Written Reprimand: If such reprimand is in writing, it shall be addressed and presented to the employee who will initial a copy which shall then be included in the employee's personnel file. The employee may submit an explanation or rebuttal.

SECTION 5 Removal of Letter: Any letter of reprimand issued to an employee may be removed from the employee's personnel file and presented to the employee two (2) years after the inclusion of such letter in the file, provided the employee has not received any additional letter or letters of reprimand during the two-year period of time. The employee shall request in writing that letters may be removed and if the request is approved by the Police Chief, action will be initiated which will remove the letter(s) from the personnel record. If the request is not approved, the Police Chief shall state the reasons why in writing.

SECTION 6 Response to Questions: Employees submitting written questions on policy matters will receive responses or acknowledgments of such inquiries within a reasonable time. If the response cannot be provided within ten (10) working days of the receipt of the inquiry, the acknowledgment will indicate the probable date for a complete response to the inquiry.

SECTION 7 Any Union member that willfully or recklessly damages or destroys City property during the course of duty, and is found to be at fault, shall reimburse the City for the amount that is not covered by the City's insurance policy, not to exceed the deductible or \$250. For purposes of this Article, the determination of fault, or cost, shall be made by a committee composed of one Union representative and one City representative.

ARTICLE VIII BULLETIN BOARDS AND BALLOT BOXES

SECTION 1 The City shall permit the Union to provide one bulletin board at a location designated by the Police Chief, for the posting of Union meetings and elections, reports of Union committees, and other notices or announcements that would be of benefit or interest to each employee. City computers and equipment (e-mail, telephone, etc.) may be used to notify members of meeting dates and times. No other Union activity shall be allowed on City equipment. All posted notices shall be on Union stationery and signed by an officer of the Union.

SECTION 2 Posted notices shall not contain anything political, discriminatory, or anything reflecting adversely upon the City or any of its employees. Any Union authorized violation of this Article shall entitle the City to cancel immediately the provisions of the Article and prohibit the Union further use of the bulletin board.

SECTION 3 The bulletin board shall be for the exclusive use of the Union.

SECTION 4 The City will permit the Union to use one ballot box provided by the Union, at an assembly area designated by the Police Chief, for use in Union elections. No employee shall participate in any Union elections, in any manner, during his/her tour of duty.

SECTION 5 The City will permit the distribution, in each employee's designated message box, of reports of Union committees and other notices or announcements of benefit or interest to the employees.

ARTICLE IX EMPLOYEE RIGHTS

SECTION 1 The security of the City of Scottsbluff, its citizens, plus the integrity and reputation of the Department, depends to a great extent, on the manner in which personnel of the Department perform their varied and difficult duties. The performance of such duties involves each employee in all manner of contacts and relationships with the public.

- A.** Out of such contacts and relationships may arise questions concerning the actions of each employee of the department. Such questions require prompt investigation by superior officers. The officer shall be timely notified by appropriate Police Department personnel of the complaint, unless to do so might jeopardize the investigation of a complaint, and that determination shall be made by the Police Chief
- B.** To ensure that such investigations are conducted in a manner conducive to good order and discipline, meanwhile observing and protecting the individual rights of each employee of the Department, the following rules are hereby established.

SECTION 2 The interview of any employee shall be conducted at a reasonable hour after said employee has been given reasonable notice as to the incident involved and the time the interview is to be conducted. Said interview shall be conducted when the employee is on duty or between 8:00 a.m. and 5:00 p.m., unless the urgency of the investigation dictates otherwise. If such interview occurs during off-duty time of the employee being interviewed, the employee shall be compensated for off-duty time in accordance with the overtime procedures of this contract.

- A.** The interview shall take place at a location designated by the investigating officer, preferably at the Department.
- B.** Each employee interviewed shall be informed of the name and rank of all persons present. Should an employee be directed to leave his/her post during the investigation, the shift commander shall be notified immediately.
- C.** No complaint against an employee, alleging brutality in the execution of his/her duties, shall be investigated unless the complaint is in written form.
- D.** Each employee being interviewed shall be informed verbally of the nature of the investigation, name and address of all complaining parties, before the interview commences. The employee shall be informed of his/her right to make notes.

- E. The interview session shall be for a reasonable period of time, depending upon the seriousness of the investigation. Unless agreement is reached to continue a period of two hours shall be the maximum time allowed for any one session of the interview.
- F. Reasonable rest periods shall be allowed within the two (2) hour period. Time shall be provided for personal necessities, meals, telephone calls, etc., as are reasonably necessary.
- G. Each employee being interviewed shall not be subject to any offensive or abusive language, nor threatened with dismissal or other disciplinary action. Nothing herein is to be construed as to prohibit the interviewing officer from informing the employee that his/her conduct can be the subject of disciplinary action should he/she refuse to obey a lawful order of the ranking officer. No promise or reward shall be made as an inducement to answering any question. Each employee being interviewed shall be asked questions by and through no more than two investigators. The employee shall not be required by the Department to submit to interviews by the press or news media without his/her expressed consent, nor shall his/her home address, phone number or photograph be given to the press or news media without his/her consent.
- H. **Under Arrest:** When the employee being interviewed is under arrest, or is likely to be placed under arrest as a result of the interview, he/she shall be informed of Miranda Rights prior to the commencement of the interview.

At the request of the employee under arrest or the employee who has been advised he or she is likely to be placed under arrest, and prior to any interview, the employee shall have the right to be represented by counsel of his/her choice who may be present at all times during such interview. The attorney shall not participate in the interview except to counsel the employee. The employee may request a postponement of the initial interview to contact any attorney of his/her, choosing. The interview may not be postponed more than 24 hours, with allowances being made for weekends and holidays.
- I. **Violation of Department/City Rules:** When an employee being interviewed in a non-criminal matter for violation of departmental rules, regulations, or orders, the employee will not be advised of Miranda Rights, but will be allowed the presence of legal counsel during the interview. The interview may be postponed for not more than 24 hours (together with an immediately following weekend or holiday) for the employee to obtain the services of legal counsel, if desired. The attorney shall not participate in the interview except to counsel the employee. The employee shall answer truthfully all questions concerning the investigation posed by the interviewing officer. When the employee refuses to answer such questions, he/she will be

informed that refusal to answer can become the subject for disciplinary action.

- J. **Non-criminal vs. Criminal conduct:** When the employee is being interviewed in a non-criminal matter and there is likelihood that the interview may reveal criminal conduct on the part of the employee, the employee shall be advised of constitutional rights prior to the commencement of any interview. The employee shall be advised that if he/she does not waive these rights, the results of the interview cannot and will not be used against him/her in a criminal court of law. However, the employee will be required to answer all questions to assist in the administrative process. When the employee is interviewed and does waive rights, he/she shall be informed that the results of the interview can be used by the department in both an administrative and criminal action, if the accusations are proven.
- K. **Tape recording:** No tape recording will be made of the interview without prior advisement. There will be no "off-the-record" questions during a recorded interview.

SECTION 3 Polygraph Non-criminal: No employee of this Department shall be compelled to submit to a polygraph examination on a complaint without corroborating evidence in a Non-criminal matter, unless the complaining party is requested and submits to a polygraph examination beforehand. Should the complainant refuse or fail the examination, the employee would not be required to take such a test. If the complaining party passes the examination showing the truth in the complaint, or if there is sufficient corroborating evidence, the Police Chief may order the employee to submit to the examination. Failure to comply can become the basis for termination for insubordination.

- A. **Polygraph (Criminal):** In criminal matters under investigation, each employee shall be advised of his/her right to accept or reject the polygraph examination. Should the employee elect to refuse the polygraph, he/she may be ordered to take the examination by the Police Chief as an aid in the administrative investigation. Failure to submit may be the cause for disciplinary action. Each employee will be informed that the refusal to submit to the examination cannot and will not be used against him/her in a criminal court of law. Should the employee waive his/her rights and elect to take the polygraph examination, any information derived from the examination may be used by the department in both administrative and criminal actions.
- B. In Criminal matters when an employee refuses to submit to a polygraph examination after being ordered to do so by the Police Chief, disciplinary action may be suspended, unless the employee is under arrest, until the final court disposition of the matter, or he/she may be terminated for

insubordination. The disposition of the disciplinary action against the employee, if any, shall rest with the City manager upon recommendation of Police Chief.

C. Each employee may, at any time, request a polygraph examination.

SECTION 4 Each employee shall read and be allowed to sign and date any document having reference to the results and/or disposition of an investigation, prior to its being placed in the employee's personnel file.

SECTION 5 Each disciplined employee has the right of appeal available to employees as outlined in the Contract.

SECTION 6 Nothing contained herein shall preclude or prohibit any employee from pursuing civil litigation for false and/or malicious complaints.

SECTION 7 In the event that any section, sub-section, or other portion of this Article should be found unconstitutional, illegal, or otherwise invalid, the remainder of the Article shall continue in full force and effect.

ARTICLE X REDUCTIONS IN FORCE

The Civil Service Commission will make recommendations concerning possible changes in the reduction in force policy to the City Manager. The City Manager will consider such recommendations, but shall not be bound by them in establishing changes. Prior to the adoption of the changes, the City Manager and the City Council will, after giving reasonable notice to every police officer, conduct a public hearing. The City Manager will, in adopting any changes, consider factors including but not limited to the following primary factors.

- A. Seniority;
- B. The multiple job skills recently or currently being performed by the employee;
- C. The knowledge, skills, and abilities of the employee;
- D. The performance appraisal of the employee including any recent or pending disciplinary actions involving the employee;
- E. The employment policies and staffing needs of the department together with contracts, ordinances, and statutes related thereto;
- F. Required federal, state, or local certifications or licenses.

ARTICLE XI COMMITTEES

LABOR-MANAGEMENT COMMITTEE

Representatives of the Union and City, to include the Human Resources Director, Chief of Police and City Manager will meet periodically over the course of each year to discuss items of interest to both parties in an effort to benefit the operation and environment of the organization through joint study and planning. Either party may initiate a meeting at any time during the course of the year.

SAFETY:

One member of the bargaining unit shall serve as a representative on the Safety and Wellness Committee as established by the City of Scottsbluff Personnel Manual. The representative shall be appointed by the City Manager upon recommendation by the Police Chief from names furnished by the Union President. The Safety and Wellness Committee meets quarterly, as a minimum, to discuss safety problems and tour a City department.

In addition to serving on the Safety Committee, Officers may volunteer to train other City departments in their areas of expertise. Such training shall occur only during the Officer's normal schedule or appropriately compensated for overtime.

ARTICLE XII UNION BUSINESS

SECTION 1 Union officials who are members of the bargaining committee, not to exceed four (4) in number, shall be granted leave from duty without pay for time spent in conducting union business. Provided, Union officials who are conducting union business will be eligible to draw pay for such time to the extent that members of the Union had contributed accrued time to a "bargaining pay pool" to be established jointly by the City and the Union. Negotiation sessions shall be scheduled so as to minimize the impact on such "pool."

SECTION 2 Union officials, not exceeding two (2) in number shall be granted leave from duty without pay for the purpose of attending Union meetings, conventions, education conferences or conducting Union business. Such leave shall be contingent upon a written request by the Union and approval by the Police Chief no less than one week in advance of the requested leave dates, provided that the leave from duty without pay shall not exceed forty (40) hours per person annually.

SECTION 3 The City shall allow the Union to make use of copy reproduction devices available to the City. The Union shall reimburse the City for reproduction costs at a rate of \$100 per contract year. The Union shall be allowed to use City equipment to e-mail notice of meetings to members. No other Union business shall be conducted using City equipment.

ARTICLE XIII SENIORITY

- SECTION 1** Seniority shall be based on continuous length of service in a classification without a break or interruption; provided that absence on authorized leave without pay or lay-off for thirty (30) calendar days or less, shall constitute a break or interruption of service within the meaning of this Article; provided, further that in the case of an absence on authorized leave without pay, the period of such absence shall be excluded in computing accumulated seniority. The Police Chief may waive the provisions of this section when the Chief determines it to be in the public interest.
- SECTION 2** Seniority shall commence from the date an employee enters a classification.
- SECTION 3** A list of employees arranged in order of seniority by classification shall be maintained and made available for examination by each employee, provided that the seniority list be revised and updated at the end of each fiscal year, a copy of the same shall be transmitted to the Union representative. The Union will have the list posted on its bulletin board within 24 hours of receiving the list. The list shall be deemed correct if no grievance is filed within five (5) days of delivery of the list to the Union representative.
- SECTION 4** Where two or more employees in the same classifications were appointed on the same date, their seniority standing shall be determined in order of their rank on the eligible list from which their appointments were made.
- SECTION 5** Seniority within a classification is the determining factor under Police Department Policy for taking of vacation leave and a factor in filling shift assignments. This consideration of employment is hereby made part of this Contract with the Police Chief having the discretion in the public interest, to make adjustments in making assignments and assigning vacation time.

ARTICLE XIV HOURS OF WORK IN DUTY SHIFTS

- SECTION 1** Eight-hour shift: Eight hours shall constitute a day's work and five consecutive calendar days shall constitute a week's work. Two work weeks shall constitute an 80-hour work period. Each employee shall be entitled to two consecutive days off each week unless in conflict with shift or other assignment changes or as specified in Section 4 of this article.
- SECTION 2** Ten-hour shift: Ten hours shall constitute a day's work and four consecutive calendar days shall constitute a week's work. Two work weeks shall constitute an 80-hour work period. Each employee shall be entitled to three consecutive days off each week unless in conflict with shift or other assignment changes or as specified in Section 4 of this article.

SECTION 3 Twelve-hour shift: Twelve hours shall constitute a day's work and six twelve-hour work day's with one eight hour work day, within two calendar weeks, shall constitute a work period. No employee shall be scheduled to work more than three consecutive twelve-hour days without having at least two consecutive days off unless in conflict with shift or other assignment changes or as specified in Section 4 of this article.

SECTION 4 During an emergency or extenuating circumstances, as determined by the Police Chief, each employee's shifts, hours, and duties may be established at the discretion of the Police Chief.

ARTICLE XV

ATTENDANCE IN COURT, CONFERENCES, AND OTHER MEETINGS

SECTION 1

- A. This section applies to each employee required to attend during off duty hours, as a witness or in other capacity directly related to official duties, any of the following activities
1. Any case pending in the County Court or District court;
 2. Any Grand Jury proceeding;
 3. Any conference with the City or County Attorney or their respective Assistants;
 4. Any proceeding of city, county, state or federal governments (including subdivision or agencies thereof).
- B. Each employee who is required to attend an activity described in paragraph A shall be entitled to:
1. A minimum of two (2) hours at the rate of time and one-half (1½) for each appearance, or one and one-half (1½) times the actual number of hours in attendance, whichever is greater; However,
 2. If two or more appearances occur on the same date and location, each employee shall be entitled to time and one half (1½) compensation for the lesser of:
 - a. The number of appearances multiplied by two hours, or,
 - b. The number of hours comprised within the period commencing with the start of the first appearance and ending with the finish of the last appearance (less one hour for lunch if the appearances occur both in the fore and afternoon).
 3. Each employee who attends an activity described in paragraph A, on a previously scheduled vacation day, will be compensated for a minimum of eight (8) hours of straight time or time and one-half (1½) times the actual hours in attendance, whichever is greater.

- C. Each employee shall contact the designated representative of the City Police Department no more than 8 hours prior to appearing for any of the activities described in paragraph A for notice regarding the scheduling or cancellation of the activity.
1. If the activity has been canceled, the employee is not required to appear for the activity;
 2. If the employee is notified that the activity is still scheduled and appears for the activity, and is then notified that the activity has been canceled, the employee will be entitled to two (2) hours at the rate of double (2) time.
 3. In the situation where an employee has a regularly scheduled day off and has been scheduled for court, if the court or the Police Department fails to notify the employee of a known cancellation as evidenced by court record, by the end of the business day (4:30 p.m. prior to the scheduled date, the employee will be compensated for two (2) hours of double time.
 4. Employees required to attend a regular court appearance with less than 8 hours advance notice will be entitled to two (2) hours at the rate of double (2) time.

SECTION 2 When the employee is testifying in other litigation to which he/she is a party or witness and which does not involve duty as a police officer, the employee may use vacation leave or compensatory time off or be granted leave without pay for the length of such service.

SECTION 3 Each employee who is called for witness or jury duty shall present to his/her supervisor the original summons subpoena form the court.

SECTION 4 Fees received for jury service or as a witness in a federal, state or county court shall be deposited with the city clerk upon the employee's receipt thereof, provided the requirement shall not apply to fees received by employees when they are not on duty with the City. No employee shall receive witness fees paid from the City's funds.

ARTICLE XVI

OVERTIME, COMPENSATORY TIME, AND CALL BACK PAY

SECTION 1 Overtime pay: Work performed by employees in excess of eighty (80) hours per fourteen (14) day work period shall be compensated at the rate of one and one-half (1½) times the number of hours worked in excess of eighty (80) hours per work period. For the purposes of this Article, work performed excludes funeral leave and excused absence without pay. Sick leave will no longer reduce overtime earned.

SECTION 2 If an employee is called to duty during off-duty time and such time does not coincide with scheduled tour of duty, such employee shall be paid for a minimum of two (2) hours at the rate of time and one half (1½), or one and one half times the actual number of hours worked, whichever is greater. However, if the call back time is due

to a telephone conference only, and the transaction can be completed from the officer's point of origin, the officer shall be paid for a minimum of one hour at the rate of time and one-half, or one and one-half times the actual number of hours worked, whichever is greater.

SECTION 3 In calculating overtime pay, the following rule shall apply: If any employee works seven (7) minutes or less of overtime, the employee shall not receive any compensation for overtime. If an employee works more than seven (7) minutes and less than twenty-three (23) minutes of overtime, the employee shall be compensated for one-quarter hour overtime. If the employee works more than twenty-two (22) and less than thirty-eight (38) minutes of overtime, the employee shall be compensated for one-half hour overtime. If the employee works more than thirty-seven (37) minutes and less than fifty-three (53) minutes of overtime, the employees shall be compensated for three-quarter hours of overtime. If the employee works more than fifty-two (52) minutes and less than sixty (60) minutes, the employee shall be compensated for one (1) hour of overtime.

SECTION 4 In lieu of payment for overtime hours worked, the City may elect to give compensatory time off. If this request is approved, one and one-half hours of compensatory time shall be credited for each overtime hour worked. Double-time eligible work is credited with double-comp time.

SECTION 5 Compensatory time off shall be earned at the same rate as overtime pay, as described in this Article. Employees shall be allowed to carry up to one hundred-sixty ~~eighty~~ **(160-180)** hours of compensatory time during any fiscal year. The City will establish the procedure for taking earned compensatory time off. ~~Compensatory time shall be paid out to the employee at the City's discretion and at the time of separation from employment.~~ Seniority and non-discrimination shall apply as described in Articles III and XIII in the procedure for employees using compensatory time off.

The City and the Union agree to the following compensatory cash payment rules. The intent is that earned compensatory time is paid out at the rate of pay in which it was earned.

- All compensatory balances will be paid in full as a cash payment with the signing of the 2013-2016 contract.
- Compensatory time may be paid in cash per the employees request. Employee is required to submit a request for cash payment to HR one week prior to the payroll end date.
- Pay out of all comp balances will occur prior to the end of each fiscal year.

SECTION 6 Management will govern the granting of compensatory time off regardless of time period prior to request for said time off. Employees will not be required to find a replacement for his/her shift when the employee desires normal compensatory time off, provided, each employee notifies his/her supervisor at least one (1) week in advance for one (1) day off or at least two (2) weeks in advance for two (2) or more days off.

However, employees may be requested to locate a replacement for their position, should request for compensatory time off be made beyond the accepted limits for compensatory time, volunteering for special training. (e.g. pistol matches), special seminars or other functions which each employee has the option to attend or not attend.

ARTICLE XVII HOLIDAYS

SECTION 1 The following and, in addition, any other days that may be designated by the City are paid holidays for employees:

1. New Year's Day – January 1
2. Martin Luther King, Jr. Day – 3rd Monday in January
3. President's Day 3rd Monday in February
4. Memorial Day – last Monday of May
5. Independence Day - July 4th
6. Labor Day – 1st Monday of September
7. Veteran's Day – November 11th
8. Thanksgiving Day – 4th Thursday of November
9. Day after Thanksgiving – 4th Friday of November
10. Christmas Day – December 25th

SECTION 2 Employees who work on any holiday shall be paid holiday bonus pay at one and one-half times their regular rate of pay for actual hours worked; in addition to eight (8) hours of holiday pay. In lieu of holiday bonus pay, employees may elect to put the holiday bonus hours to compensatory time.

SECTION 3 Personal Leave Day: Each employee is entitled to one (8) eight-hour personal leave day per contract year, which shall be used in accordance with the procedures provided for use of accumulated time-off. Such personal leave day shall not be cumulative from year to year and there will be no compensation for an unused personal leave day.

ARTICLE XVIII LEAVE PROVISIONS

SECTION 1 Accrual of sick leave: Sick leave will accumulate at the rate of eight (8) hours of sick leave for each calendar month of service. Sick leave may be accumulated up to nine hundred sixty (960) hours.

- SECTION 2** Sick leave with pay must be earned, however, sick leave may be advanced if approved by the City Manager. Employees may utilize their allowance of sick leave when unable to perform their work duties by reason of personal illness, job related fatigue, bodily injury, pregnancy, disease or exposure to contagious diseases under circumstances in which the health of another employees or the public would be endangered by attendance on duty. Sick leave with pay may also be taken to keep medical or dental appointments. It may also be granted for illness in the immediate family that requires the employee's personal care and attendance, in conjunction and accordance with the Family Medical Leave Act.
- SECTION 3** The Police Chief or authorized representative may investigate any sick leave taken by each employee. False or fraudulent use of sick leave shall be cause for disciplinary action and may result in dismissal.
- SECTION 4** If any employee is absent for reasons that entitle him/her to use sick leave, each employee or a member of his/her household shall notify the supervisor on duty at least thirty (30) minutes prior to scheduled reporting time. If any employee fails to notify the supervisor, when it was reasonably possible to do so, no sick leave shall be approved. Immediately upon return to work, each employee shall submit a leave form to the supervisor.
- SECTION 5** Funeral Leave: Funeral leave not to exceed three (3) days may be granted for the death of a member of employee's immediate family (spouse, children, step-children, father, stepfather, mother, step-mother-, brothers, sisters, grandparents, grandchildren, mother-in-law, father-in-law, or persons living in the same household). The City Manager may allow the use of sick leave in addition to the funeral leave if circumstances of the travel distance from Scottsbluff warrants such increase.
- SECTION 6** Job related injuries: An employee who is unable to work as a result of a job-related injury or disease for which workers' compensation benefits are payable, that portion of the employee's regular salary which is not paid by the workers' compensation insurance carrier will be paid by the City. Workers' compensation reports must be filed and signed within 48-hours after the accident has taken place, and sent directly to the city clerk. This is the responsibility of the employee, unless otherwise incapacitated, in which case the responsibility would fall on the direct supervisor.
- SECTION 7** Separation of employment: Upon separation of employment (other than dismissal for cause or resignation in lieu of dismissal for cause) after fifteen (15) years of consecutive years or more of service, each employee will be compensated for fifty (50) percent of accumulated sick leave.

ARTICLE XIX VACATION LEAVE

SECTION 1 Employees covered by this contract shall be subject to the vacation accrual system as per Section 5, 5.2a Vacation Accrual, of the City of Scottsbluff Personnel Manual, dated November 21, 2000. The annual amount of vacation earned initially is as follows:

- Zero (0) to five (5) years of service:
full-time employees: 80 hours of vacation leave;
- Six (6) to ten (10) years of service:
full-time employees: 112 hours of vacation leave;
- Eleven (11) to fifteen (15) years of service:
full-time employees 136 hours of vacation leave;
- Sixteen (16) or more years of service:
full-time employees: 160 hours of vacation leave.

SECTION 2 All vacation earned prior to the current pay period will be available for use up to the maximum allowed. The maximum amount of accumulated vacation will not exceed five (5) work weeks or 200 hours until the employee has achieved fifteen (15) years of service at which time the maximum increases to six (6) work weeks or 240 hours. *Maximum limits for employees covered by this contract will be enforced effective September 1, 1997.

SECTION 3 Vacation split: Vacation leave is given so that employees can relax from everyday work routine to return refreshed to their work and not suffer any loss of pay. Employees are encouraged to take vacation periods of at least one (1) work week subject to schedule approval by the Police Chief, to facilitate planning and scheduling of vacation leave; provided, an employee may take eight (8) hours, more or less, of vacation leave with the approval of the Police Chief.

SECTION 4 REQUEST FOR VACATION LEAVE: In order to be granted vacation leave, each employee must apply for same according to established Department procedures. The employee must submit a request to the Police Chief two weeks in advance. The Police Chief should submit a Personnel Action Report to the personnel director and the City Manager as a request for vacation leave at least two weeks prior to the effective date of the leave.

The Police Chief can, for good cause, waive the notice of, at least two (2) weeks prior to the request for leave, relative to the request for use of eight (8) hours, more or less vacation leave.

ARTICLE XX

UNIFORMS AND EQUIPMENT

- SECTION 1** All employees required to wear uniforms will have uniforms furnished by the City in sufficient supply so that each employee may at all times present a clean and neat appearance. Such uniforms shall not include socks or shoes which will be provided by the individuals. The City will provide a plan whereby overshoes will be furnished to each employee. These uniforms are City property and shall not be converted to personal use.
- SECTION 2** The City shall provide a uniform allowance of \$58.25 per month, to be paid to non-uniformed employees for the purpose of supplying civilian attire. The allowance will be paid to the non-uniformed officer on a calendar basis in December of each year, subject to a written agreement between the City and the employee being made to provide for a prorated refund to the City in the event that employee should terminate for any reason during the year in which the uniform allowance has been paid.
- SECTION 3** The City shall provide such police equipment as shall be required by the Department.
- SECTION 4** Regular replacement article shall be provided as necessary for reasonable wear or damage or loss of uniforms and equipment occurring while in the performance of duties. Old gear must be returned.
- SECTION 5** Repairs shall be provided by the City if the damage occurred in the line of duty. Alterations due to weight change are the responsibility of each employee.
- SECTION 6** The Police Chief may authorize repair or reimbursement for clothing of non-uniformed employees or of shoes of any employee when such clothing or shoes have been damaged while in the performance of duties. In addition, the Police Chief may authorize reimbursement for repairs or replacement of personal gear damaged while in the performance of duties, such as glasses, frames, lenses, watches, watch bands, flashlights, binoculars, which the officer customarily wears or uses either out of necessity or by choice while on duty.
- SECTION 7** The City will provide for professional dry cleaning and minor repair services for uniformed officers and an equivalent of personal clothing for non-uniformed officers. The professional dry cleaning firm will be of the City's choice.
- SECTION 8** The City will provide one pair of leather gloves per officer. The gloves will be provided to assure proper safety and appearance standard are maintained. At least two Union members will meet with the Police Chief and jointly it will be determined the type of gloves to be purchased.

ARTICLE XXI
COLLEGE INCENTIVE PAY/TUITION REIMBURSEMENT

- SECTION 1** In addition to his/her regular pay and any other compensation to which a college credit eligible member of the department as defined herein may otherwise be entitled, a college eligible employee of the department shall receive one-half percent of regular and overtime pay for each thirty (30) hours of college credit satisfactorily completed to up to ninety (90) hours of college credits satisfactorily completed, together with another one-half percent of regular pay upon attainment of a bachelor's degree, providing the conditions set forth in Section 3 to 5 inclusive, of this Article are met.
- SECTION 2** For the purpose of this Article, a college credit eligible member of the department shall include all police officers of the department.
- SECTION 3** All current college credit eligible members of the department shall be given credit for college hours earned in the past from an accredited college or university when sufficient proof of credits earned is supplied to the personnel officer.
- SECTION 4** All college credit eligible employees desiring to take such courses from and after the effective date of this contract must first obtain approval in advance from the Police Chief
- SECTION 5** Employees claiming compensation under this article must have a bachelors degree or all grades must be a least a "C" or better.
- SECTION 6** In any case not specifically covered by the provisions of this Article, the determination as to whether such courses qualifies for college credit will be determined in the sole discretion of the City Manager.
- SECTION 7** College incentive pay for each eligible employee will be provided beginning with the first pay period after the employee has provided the Personnel officer with proof of credits earned.
- SECTION 8** Employees are eligible for tuition reimbursement limited to \$600 per fiscal year per officer and shall include books, tuition and fees. Reimbursement will be based on guidelines outlined in the City of Scottsbluff Personnel Manual.

ARTICLE XXII WAGES

All members of the bargaining unit as defined in Article 11 hereof, shall be paid according to the following pay schedule effective **October 7, 2013**.

HOURLY PAY SCHEDULE

Class Title (6mo-1 year)	1	2	3	4	5	6	7	8
Officer	17.35	18.20	19.09	20.03	21.01	22.03	23.11	24.26
Sergeant	20.96	21.92	22.93	23.99	25.09	26.24	27.44	28.71

Non-Regular Employment: Time and one-half

At the end of probation, which is not less than six (6) months nor more than one (1) year after certification by the Nebraska Law Enforcement Training Center for police officers as provided by the Rules of the City's Civil Service Commission, and provided the probationary employee has demonstrated the capacity of fully performing the duties of the position fully satisfactorily as determined by the City Manager, each employee will be eligible for consideration of a raise to the next higher step of the position pay scale.

Thereafter, the step increment date for each employee will normally be the anniversary of the last increase, providing each employee's previous service has been satisfactory in every respect as determined by the City Manager. Certain circumstances such as a disciplinary action, extension of probation, extended absence from duty such as active military duty or leave without pay, or a promotion, may result in an employee taking longer than six years to go from Step 2 to Step 8.

Field Training Officers:

Field Training Officers shall receive an additional 3% of regular rate of pay, when they are actively training a new officer.

Shift Supervisor:

Officers acting as shift commander shall receive an additional 5% of regular rate of pay while serving as a shift supervisor.

On Call Pay-Investigators:

The On Call Investigator will receive 4 hours of straight pay for the week they are assigned On Call.

ARTICLE XXIII HEALTH INSURANCE

FOR THE TERM OCTOBER 1, 2013 THROUGH DECEMBER 31, 2013

HEALTH AND DENTAL INSURANCE

The City will provide a choice of four health insurance plans to members. Participation in these plans shall be subject to policies and procedures as established in the City Personnel Manual and/or Administrative Regulations. Members are provided with information to assist in making their plan selection.

The members of the SPOA shall pay the following rates for the balance of calendar year of 2013:

Plan A \$330 per month for single	\$655 per month for family
Plan B \$68 per month for single	\$236 per month for family
Plan C \$50 per month for single	\$100 per month for family
Plan D \$ 0 per month for single	\$ 0 per month for family

For Plan D, the City will contribute to the employee's Health Savings Account: \$25 per month for single and \$50 per month for family; subject to a minimum contribution by the employee to the employee's Health Savings Account.

The Dental insurance premium shall remain at \$30 per month for family coverage and \$15 for single dental coverage.

Article XXXI of the SPOA's contract with the City of Scottsbluff states that during the term of the contract, negotiations may be re-opened for individual, specifically defined issues, such as cost of living increases, salary comparisons/increases, and health and dental premiums.

ARTICLE XXIV LIFE INSURANCE

The City shall provide a \$30,000 term life insurance policy for each employee.

The City will provide a plan for optional purchase of additional life insurance coverage, the premium to be paid by each employee.

ARTICLE XXV DISABILITY INSURANCE

The City shall provide long-term disability insurance for each employee.

**ARTICLE XXVI
NON-REGULAR AND OFF-DUTY EMPLOYMENT**

SECTION 1 Off-duty employment is employment by an employer other than the City of Scottsbluff or self-employment. Such employment is permitted to the extent provided in the City's "Personnel Rules and Regulations" and the Police Department's "Policies and Procedures."

SECTION 2 Non-regular employment is:

1. Law enforcement work performed as an employee of the City at times other than during regular working hours and other than court time and overtime for departmental purposes, and
2. For which work the City is reimbursed by some other agency or individual.

Such employment will usually consist of providing security services, traffic and crowd control, etc. for non-city sponsored events such as athletic events, recreational events, special programs or shows or other special events which may create a crowd control or security risk situation.

SECTION 3 Non-regular employment will be arranged through the department according to procedures established by the Police Chief.

SECTION 4 Employees working on a non-regular employment assignment will be paid as provided in Article XXII.

**ARTICLE XXVII
RESIDENCE**

All employees shall reside not to exceed fifteen (15) miles from the City limits but, regardless, not to exceed thirty (30) minutes response time to the Police Department from the time of notification by the department as determined by the Police Chief.

**ARTICLE XXVIII
PHYSICAL FITNESS
YMCA MEMBERSHIP**

Any officer who wishes to participate in the physical fitness program and a city-paid YMCA membership must agree to the following conditions:

ENROLLMENT:

Police Officers will be able to sign up for the YMCA membership program once a year, during the City's open enrollment period, usually in December. The YMCA membership would be for the next calendar year. New Officers hired after January 1 can enroll anytime during the calendar year. If the Officer chooses not to enroll in their first calendar year of employment, he/she shall wait until the next open enrollment to join.

YMCA ATTENDANCE REQUIREMENTS:

Any officer participating in this program must provide documentation that he/she utilized the facilities at the YMCA at least 50 times within the calendar year. Documentation is accomplished by swiping the membership card and signing the Police Department Log at the front desk. An officer must spend at least 15 minutes engaging in some form of exercise at the YMCA for it to be considered a workout that applies towards meeting the attendance requirement.

The Officer will pay for his/her own monthly membership fee until such time as he/she has met the 50 times. Upon receiving documentation from the YMCA that the Officer has attended 50 times, the CITY will reimburse the fees already paid by the officer and the CITY will begin paying the monthly membership. However, if the CITY is paying for an Officer's membership, and the Officer does not meet the required 50 times during the calendar year, the Officer will have to pay their own membership for the next calendar year during which they go at least 50 times before the CITY will begin paying the membership fee again for the next calendar year. The Officer will not be eligible for any further reimbursement from the City.

If an Officer discontinues YMCA membership anytime within the calendar year, the Officer must wait for open enrollment to rejoin.

Non-participation in the YMCA program will not allow the individual to be compensated monetarily or by any other means.

HEALTH FAIR:

All Union members enrolled in the Physical Fitness Program shall participate in the City's annual Health Fair. The Health Fair may include a blood draw to test sugars and cholesterol, blood pressure, height and weight. The CITY agrees to pay for the testing if the member met the attendance requirement in the prior calendar year and is a YMCA member at the time of the Health Fair. The CITY will pay for the testing for Officers who were hired and joined within the current calendar year but who have not yet met the attendance requirement.

Officers shall not be required to attend the CITY'S Health Fair if on that day they are sick, on scheduled vacation, on an active call, or have a reasonable excuse for not attending. However, in

lieu of attending the CITY'S Health Fair, the Officer shall provide the CITY with verification that a similar screening from a qualified medical provider was conducted within the calendar year. Officer's covered under the CITY'S health insurance plan have a wellness benefit that may cover the screening. No other CITY funds will be provided to pay for the individual screening.

Non-participation in the YMCA program will not allow the individual to be compensated monetarily or by any other means.

NEW RECRUITS:

To be eligible for hire, an applicant for police officer must pass a physical agility test consisting of running 1.5 miles in 20 minutes or less, using the following method of scoring:

15 minutes and under-	15 points
15:00 to 15:30	13.5 points
15:31 to 16:00	12 points
16:01 to 16:30	10.5 points
16:31 to 17:00	9 points
17:01 to 17:30	7 points
17:31 to 18:00	6 points
18:01 to 18:30	4 points
18:31 to 19:00	3 points
19:01 to 19:30	1 points
19:31 to 20:00	Passed, but zero points
Over 20 minutes	Failed fitness evaluation and not considered for employment

The SPOA agrees that they will assist the City in conducting this testing process.

**ARTICLE XXIX
STRIKES AND LOCK-OUTS**

Neither the Union nor any officers, agents or employees will instigate, promote, sponsor, engage in or condone any strike, slowdown, concerted stoppage of work, or any other intentional interruption of operations of the Department by employees of the Department.

**ARTICLE XXX
SAVING CLAUSE**

If any provision of this Contract is subsequent declared by the proper legislative or judicial authority to be unlawful or unenforceable or not in accordance with applicable statutes or ordinances, all other provisions of this Contract shall remain in full force and effect for the duration of this Contract.

**ARTICLE XXXI
CONTRACT LANGUAGE RE-OPENER**

During the term of the contract, contract language may be modified if recommended by the Union and mutually agreed to by the City. The contract may be re-opened for individual, specifically defined issues only, such as cost of living increases, salary comparisons/increases, and health and dental premiums. This provision is not to be construed as a broad license to re-negotiate the contract in its entirety prior to the expiration of the contract.

**ARTICLE XXXII
TERMINATION OF AGREEMENT**

This Agreement shall be effective as of the 1st day of October, 2009¹³ and shall remain in full force and in effect until the 30th day of September, 2040¹⁶. It shall automatically renew from year to year thereafter unless either party shall notify the other in writing no later than 180 days prior to expiration that one party wishes to terminate or modify the Agreement. Response time from receipt of such notice to modify shall be no later than April 15. In which event, the Agreement shall terminate on its expiration date. However, by agreement of the parties, the terms and conditions of the Agreement may be continued following expiration. In the event of a request for termination or modification, all of the terms and conditions of the Agreement are subject to negotiation and re-negotiation and new topics and subject matter may be brought up during the negotiations by either, party.

IN WITNESS WHEREOF, the parties hereto have set their hands this ____ day
of _____, ²⁰¹³.

SCOTTSBLUFF POLICE OFFICERS
ASSOCIATION, INC.

By _____
President

CITY OF SCOTTSBLUFF

By _____
Mayor

ATTEST:

City Clerk of the City of Scottsbluff

EXHIBIT "A"

AUTHORIZATION FOR PAYROLL DEDUCTION

By: _____
(Please print last name, first name, middle initial)

Classification: _____ SSN: _____

TO THE CITY OF SCOTTSBLUFF:

Effective the _____ day of _____, 20____, I hereby request and authorize you to deduct from my earnings on each pay period of each month, a sufficient amount to provide for the regular payment of the current rate of monthly UNION dues as certified by the UNION. The amount deducted shall be paid to the Treasurer of the Scottsbluff Police Officers Association, Inc. This authorization shall remain effective unless terminated by me by written notice to the CITY.

Signature: _____

Address: _____

Date: _____ City: _____ State: _____

Union Representative

City of Scottsbluff, Nebraska

Monday, November 18, 2013

Regular Meeting

Item Resolut.2

Council to consider the amended 2013-2014 pay resolution.

Staff Contact: Jana Bode, HR Director

Agenda Statement

Item No.

For Meeting of:

AGENDA TITLE: Council to consider amended 2013-2014 pay resolution

SUBMITTED BY DEPARTMENT/ORGANIZATION: Administration

PRESENTATION BY: Rick Kuckkahn

SUMMARY EXPLANATION: Pay Resolution - increases the Police wages an additional 1.3% for fiscal year 2013-2014. (per Union Contract)
*resolution attached

BOARD/COMMISSION RECOMMENDATION:

STAFF RECOMMENDATION:

EXHIBITS				
Resolution X	Ordinance <input type="checkbox"/>	Contract <input type="checkbox"/>	Minutes <input type="checkbox"/>	Plan/Map <input type="checkbox"/>
Other (specify) _____				

NOTIFICATION LIST: Yes ☐ No ☐ Further Instructions ☐

APPROVAL FOR SUBMITTAL: _____
City Manager

Rev 3/1/99CClerk

RESOLUTION NO.

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

1. That the following Pay Plan for officers and employees of the City of Scottsbluff, Nebraska employed in Classified Positions be approved November 18, 2013 and effective October 7, 2013.

**PAY SCHEDULE
HOURLY RATES (Based on 40 hour work week)**

<u>Grade</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>L1</u>	<u>L2</u>
2	8.40	8.82	9.26	9.73	10.21	10.72	11.26
3	8.82	9.26	9.73	10.21	10.72	11.26	11.82
4	9.26	9.73	10.21	10.72	11.26	11.82	12.41
5	9.73	10.21	10.72	11.26	11.82	12.41	13.03
6	10.21	10.72	11.26	11.82	12.41	13.03	13.68
7	10.72	11.26	11.82	12.41	13.03	13.68	14.37
8	11.26	11.82	12.41	13.03	13.68	14.37	15.09
9	11.82	12.41	13.03	13.68	14.37	15.09	15.84
10	12.41	13.03	13.68	14.37	15.09	15.84	16.63
11	13.03	13.68	14.37	15.09	15.84	16.63	17.47
12	13.68	14.37	15.09	15.84	16.63	17.47	18.34
13	14.37	15.09	15.84	16.63	17.47	18.34	19.25
14	15.09	15.84	16.63	17.47	18.34	19.25	20.22
15	15.84	16.63	17.47	18.34	19.25	20.22	21.23
16	16.63	17.47	18.34	19.25	20.22	21.23	22.29
17	17.47	18.34	19.25	20.22	21.23	22.29	23.40
18	18.34	19.25	20.22	21.23	22.29	23.40	24.57
19	19.25	20.22	21.23	22.29	23.40	24.57	25.80
20	20.22	21.23	22.29	23.40	24.57	25.80	27.09

BI-WEEKLY RATES

17	1395.88	1465.67	1538.96	1615.90	1696.70	1781.53	1870.61
18	1465.67	1538.96	1615.90	1696.70	1781.53	1870.61	1964.14
19	1538.96	1615.90	1696.70	1781.53	1870.61	1964.14	2062.35
20	1615.90	1696.70	1781.53	1870.61	1964.14	2062.35	2165.47
21	1696.70	1781.53	1870.61	1964.14	2062.35	2165.47	2273.74
22	1781.53	1870.61	1964.14	2062.35	2165.47	2273.74	2387.43
23	1870.61	1964.14	2062.35	2165.47	2273.74	2387.43	2506.80
24	1964.14	2062.35	2165.47	2273.74	2387.43	2506.80	2632.14
25	2062.35	2165.47	2273.74	2387.43	2506.80	2632.14	2763.74
26	2165.47	2273.74	2387.43	2506.80	2632.14	2763.74	2901.93
27	2273.74	2387.43	2506.80	2632.14	2763.74	2901.93	3047.03
28	2387.43	2506.80	2632.14	2763.74	2901.93	3047.03	3199.38
29	2506.80	2632.14	2763.74	2901.93	3047.03	3199.38	3359.35
30	2632.14	2763.74	2901.93	3047.03	3199.38	3359.35	3527.32
31	2763.74	2901.93	3047.03	3199.38	3359.35	3527.32	3703.68

2. That the following positions in the Classification Plan are assigned to the following Class Grades:

HOURLY POSITIONS

<u>Grade</u>	<u>Class Titles</u>	<u>Grade</u>	<u>Class Titles</u>
3	Code Enforcement Assistant	14	Wastewater Plant Operator I
5	Assistant Pool Manager	14	Water System Operator I
7	Library Technician	14	Heavy Equipment Operator
7	Pool Manager	14	Solid Waste Equip. Operator
9	Building & Grounds Custodian	15	Crew leader
9	Clerical Technician	16	Maintenance Mechanic
10	Clerk Typist	16	Finance/HR Assistant
10	Customer Services Clerk	16	Fire Prevention Officer
10	Library Assistant	17	Wastewater Plant Operator II
11	Record Technician	17	Water System Operator II
11	Humane Officer	17	Construction-Locator Spec.
12	Accounts Payable Clerk	18	Cemetery Supervisor
12	Accounts Receivable Clerk	19	Stormwater Program Specialist
12	Admin. Records Technician	20	Code Administrator I
13	Administrative Assistant		
13	Maintenance Worker		
13	Motor Equipment Operator		

EXEMPT POSITIONS

Professional, Administrative and Executive

17	Recreation Supervisor	24	Development Serv. Director
18	Utilities Adm. Coordinator	24	City Clerk/Risk Manager
18	Librarian	24	Library Director
20	GIS Analyst	24	Public Safety/Em Mgmt Dir
22	Transportation Supervisor	25	IS Coordinator
22	Park Supervisor	26	Police Captain
22	Water System Supervisor	26	Director of Parks/Recreation
22	Wastewater Plant Supervisor	26	Assistant City Manager
22	Environmental Services Supervisor	27	Director of Human Resources
22	Code Administrator II	28	Director of Public Works
22	Planner	29	Fire Chief
23	Network Administrator	30	Police Chief
23	Planning Administrator	31	Director of Finance

3. That the following pay schedule for officers and employees in Unclassified Positions of the city is approved November 18, 2013 and effective October 7, 2013.

<u>Position</u>	<u>Salary Minimum</u>	<u>Salary Maximum</u>
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City Manager Established by City Council

**Seasonal and Part-time
Hourly Rates**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
School Crossing Guard	\$7.40	\$7.55	\$7.70	\$7.85	\$8.00	\$8.15	\$8.30
Library Page	\$7.40	\$7.55	\$7.70	\$7.85	\$8.00	\$8.15	\$8.30
Laborer	\$8.00	\$8.15	\$8.30	\$8.45	\$8.60	\$8.75	\$8.90
Field Mntc. Groundskeeper	\$8.40	\$8.55	\$8.70	\$8.85	\$9.00	\$9.15	\$9.30

Recreation Aide	\$7.40	\$7.55	\$7.70	\$7.85	\$8.00	\$8.15	\$8.30
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Lifeguard	\$8.35	\$8.50	\$8.65	\$8.80	\$8.95	\$9.10	\$9.25
Head Lifeguard	\$8.65	\$8.80	\$8.95	\$9.10	\$9.25	\$9.40	\$9.55

NOTE: Pay step increase may be given after one year of service from hire date, at the discretion of the Department Head.

4. The Pay Schedule for the position of Firefighters and Fire Captains working a 56 hour week shall be the schedule approved in a Resolution adopted by the Mayor and City Council on November 18, 2013 and effective October 7, 2013.

<u>Class Title</u>	<u>Hourly Pay Schedule (56 hour week)</u>							
	1	2	3	4	5	6	7	8
Firefighter	12.28	12.88	13.50	14.16	14.85	15.57	16.32	17.11
Fire Captain	15.92	16.69	17.49	18.33	19.21	20.13	21.10	22.11

5. That the Pay Schedule for the position of Patrol Officer and Police Sergeant shall be the Schedule approved in a resolution approved by the Mayor and City Council on November 18, 2013 to be effective October 7, 2013.

<u>Class Title</u>	<u>Hourly Pay Schedule</u>							
	1	2	3	4	5	6	7	8
Patrol Officer	17.35	18.20	19.09	20.03	21.01	22.03	23.11	24.26
Police Sergeant	20.96	21.92	22.93	23.99	25.09	26.24	27.44	28.71

6. Resolution No. 13-09-06 and all other resolutions in conflict with this resolution are repealed.

Passed and approved this 18th day of November, 2013.

Mayor

ATTEST:

City Clerk

City of Scottsbluff, Nebraska

Monday, November 18, 2013

Regular Meeting

Item Resolut.3

Council to consider an Ordinance dealing with a change in fees for proposed budgeted fees charged for water, wastewater, and environmental services (second reading).

Staff Contact: Rick Kuckkahn, City Manager

AN ORDINANCE OF THE CITY OF SCOTTSBLUFF AMENDING SEWER USER FEES AT CHAPTER 6 ARTICLE 6, INCLUDING SURCHARGE FOR STORMWATER REGULATORY REQUIREMENTS, AMENDING AND CHANGING THE SOLID WASTE COLLECTION FEES AT CHAPTER 6 ARTICLE 6, WATER SERVICE FEES AT CHAPTER 6 ARTICLE 6, PARKING FEES AT CHAPTER 6 ARTICLE 6, AND MISCELLANEOUS POLICE FEES FOR POLICE SERVICES AND PERMITS AT CHAPTER 6 ARTICLE 6, REPEALING PRIOR PROVISIONS OF THE MUNICIPAL CODE AND PROVIDING FOR AN EFFECTIVE DATE.

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

Section 1. Section 6-6-17 of the Scottsbluff Municipal Code is amended to provide as follows:

6-6-17. Other licenses.

The following fees are hereby imposed for licenses required by the Municipal Code:

Bicycle registration	\$5.00
Electric Personal Assistive Mobility Device registration	5.00
Public dances	
per day	5.00
six month license	50.00
one year license	100.00
Bingo permit	10.00
Peddling permit	
per week	20.00
per year	75.00
Pawnbrokers permit	50.00
new address permit	25.00
Application fee, taxi cab	25.00
Arborist permit	10.00

(Ord. 2597, 1998; Ord. 3968, 2008; Ord. 4048, 2011)

Section 2. Section 6-6-18 of the Scottsbluff Municipal Code is amended to provide as follows:

6-6-18. Occupation taxes.

The occupation tax referred to elsewhere in the municipal code shall be upon each of the following occupations and businesses (except as provided in such section) in amounts, respectively, as follows:

- A -

Alcohol, alcoholic liquors. Per year-	
Manufacture of alcohol and spirits	\$1,000.00
Catering Licensee	200.00
Manufacture of beer	500.00
Manufacture of wine	500.00
Alcoholic liquor (except beer) wholesaler	1,000.00
Beer wholesaler	250.00
A - retailer of beer only, for consumption on premises	200.00
B - retailer of beer only, for consumption off premises (sale in original packages only)	200.00
C - retailer of alcoholic liquors for consumption on premises and off premises (sale in original packages only), except nonprofit corporation which is a club	600.00
C - retailer of alcoholic liquors, including beer for consumption on the premises only, nonprofit corporation which is a club	150.00
D - retailer of alcoholic liquors, including beer, for consumption off premises (sale in original packages only)	400.00

I - retailer of alcoholic liquors, for
consumption on premises only 500.00
Special Designated License, except for special designated
license issued to a holder of a catering license 50.00 per day

Non-beverage User

Class 1 5.00
Class 2 25.00
Class 3 50.00
Class 4 100.00
Class 5 250.00

- B -

Billboard advertising, bill posting, thrust upon public view or attention from billboards located upon
private property, or elsewhere, for pay or hire, by persons, firms or corporations -
Per Year \$ 25.00

- D -

Dog kennels

Kennel authorized to keep
less than five (5) dogs
Per Year 25.00

Kennel authorized to keep five (5)
dogs or more
Per Year 50.00

- F -

Fire insurance company or association

Per Year 5.00

- H -

Hawkers and peddlers

Per Week 5.00
Per Year 25.00

- P -

Pawnbrokers

Per Year 100.00

Petroleum products, refineries of

Per Year 250.00

Pet shop

Per Year 50.00

(Ord 3835, 2005; Ord. 3991, 2009)

Section 3. Section 6-6-19 of the Scottsbluff Municipal Code is amended to provide as follows:

6-6-19. Minimum Charge.

Each user shall pay a sewer service charge in the minimum amount of \$40.67 which shall cover the first 10,000 gallons of water consumed by the user during the bimonthly billing period as determined in Chapter 18. Each user shall pay an additional charge of \$3.01 per each 1,000 gallons of water consumed in excess of 10,000 gallons during the applicable billing period. Provided, however, wholesale users shall pay 92.5% of the charges provided in this paragraph.

The rates and fees provided for in this section shall be effective with respect to all connections, installations and usage on or after January 1, 2014, and for usage for which billings are made on or after January 1, 2014.

Section 4. Section 6-6-20 of the Scottsbluff Municipal Code is amended to provide as follows:

6-6-20. Private water supply.

With respect to users having a private water supply which is discharged into the City's sanitary sewer system, sewer service charges shall be calculated as follows:

(1) Commercial and industrial users shall meter their water supply at their expense and their sanitary sewer use charge shall be based on the quantity of water consumed on the premises from all sources.

(2) Single-family residential users within the city limits shall pay \$49.77 per bimonthly period.

(3) Single-family residential users outside the city limits shall pay \$83.33 per bimonthly period.

(4) Multi-family residential users shall pay \$71.65 per dwelling unit per bimonthly period.

The rates and fees provided for in this section shall be effective with respect to all connections, installations and usage on or after January 1, 2014, and for usage for which billings are made on or after January 1, 2014.

Section 5. Section 6-6-22 of the Scottsbluff Municipal Code is amended to provide as follows:

6-6-22. Surcharge.

(1) There will be a \$0.50 per billing cycle surcharge fee to all residents of the city for stormwater regulatory requirements and the use, upkeep and maintenance of the city's stormwater collection system.

(2) Users who contribute wastewater the strength of which is greater than normal domestic sewage shall, in addition to the basic sewer charge, pay a surcharge equal to \$0.49 per pound for the first ten thousand (10,000) pounds of excess B.O.D. per billing cycle (or up to the limit of their contract with the City), and a surcharge of \$0.99 for all additional excess B.O.D. per billing cycle. A contribution of more than twelve thousand (12,000) pounds of excess B.O.D. per billing cycle, in the absence of a contract, shall subject the user to the sanctions and penalties provided in this Chapter. Users with a contract who exceed the limits of their contract may also be subject to the sanctions and penalties provided in this Chapter.

(3) Users who contribute wastewater the strength of which is greater than normal domestic sewage shall, in addition to the basic sewer charge, pay a surcharge equal to \$0.06 per pound of excess suspended solids per billing cycle.

(4) The expression "per billing cycle" as used in this section means the period for which the sewer service charge is payable.

(5) The rates and fees provided in this section shall be effective with respect to usage for which billings are made on or after January 1, 2014.

Section 6. Section 6-6-23 of the Scottsbluff Municipal Code is amended to provide as follows:

6-6-23. Residential.

The minimum monthly charges for collection and disposal service to residential units for solid waste contained in approved containers shall be as follows, effective for all billings made on and after January 1, 2014:

One-family unit (including mobile homes with
an individual water or sewer connection) \$17.82

One-family two container unit (including mobile homes with an individual
water or sewer connection) \$40.73

The minimum requirement for one-family two container units is twelve months from
the date of request for two container service

Multifamily structures (including mobile home parks with a single water or sewer connection)	Rate Per Unit
2 to 4 units	17.82
5 to 6 units	16.01
7 to 10 units	15.13
11 to 16 units	14.24
17 to 39 units	13.32
40 to 59 units	12.44
60 or more units	11.58

Hotels, motels and rooming houses shall be considered as commercial establishments and shall pay charges based on the charges provided for institutional business, commercial and industrial establishments as provided in this Chapter. The charges for quantities or services which exceed those covered by the minimum charge shall be an amount equal to the reasonable cost of the service as determined by the City Manager or the designee of the City Manager.

The rates and fees provided in this section shall be effective with respect to usage for which billings are made on or after January 1, 2014.

Section 7. Section 6-6-24 of the Scottsbluff Municipal Code is amended to provide as follows:
6-6-24. Institutional; business; commercial; industrial.

(a) The monthly charges for collection and disposal of solid waste of institutional, business, commercial and industrial establishments, and solid waste in required containers at construction sites, shall be based upon the number of approved containers collected per collection. Where an establishment has its own water or sewer connection, the fact that it shares a building with another establishment, or does not occupy the entire building, shall be of no significance. The charge per approved container per collection shall, effective for all billings made on and after January 1, 2014 be as follows:

	Each time container is emptied	Monthly minimum
90 gallon	\$ 9.20	\$36.80
1.5 cubic yard	12.28	49.12
3.0 cubic yard	23.37	93.48

The rates and fees provided in this section shall be effective with respect to usage for which billings are made on or after January 1, 2014. (Ord. 4063, 2011)

Section 8. Section 6-6-27 of the Scottsbluff Municipal Code is amended to provide as follows:
6-6-27. Special Collections and Additional Containers.

Upon request, the City may, but is not required to, make special collections of solid waste or deliver addition containers for residents having an event. When a special collection is made, the charges shall be as follows:

Residential 90 gallon roll-out trash container.....	\$10.00
Residential yard waste container.....	\$10.00
Each appliance.....	\$25.00
Pallets (price for each pallet).....	\$ 5.00
Tires (price for each tire):	
Car.....	\$ 5.00
Truck.....	\$10.00
Tractor.....	\$22.00

When notified of an event such as a picnic, fund raiser, craft fair, party, collection point for recycling or other non routine event and an additional container is requested, the charges shall be as follows:

90 gallon - \$10.00 rental fee per container and \$10.00 for dump per container
1.5CY - \$12.28 rental fee per container and \$12.28 for dump per container
3CY - \$23.37 rental fee per container and \$23.37 for dump per container

The charges for the collection of other solid waste shall be based on volume as measured by the capacity of a standard ½ ton pickup truck. There shall be a minimum charge of \$10.00. If the volume of solid waste as estimated by the representative of the Sanitation Department exceeds to capacity of a standard ½ ton pickup truck, the charge shall be \$30.00 for each pickup load.

Section 9. Section 6-6-28 of the Scottsbluff Municipal Code is amended to provide as follows:
6-6-28. Water service.

(1) Each user of the City water system located within the City limits shall pay charges based on bimonthly consumption as follows:

Gallons	Rate per Thousand Gallons
Up to 10,000	\$2.172
10,001 to 20,000	1.767
20,001 to 60,000	1.760
60,001 to 100,000	1.740
Over 100,000	1.724

Consumption of any part of 1,000 gallons shall be considered as consumption of an entire 1,000 gallons for purposes of calculating consumption and the applicable rate(s).

(2) Each user of the City water system located within the City limits shall pay minimum bimonthly charges as follows:

<u>Water Meter Size</u>	<u>Minimum Charge</u>	<u>Gallons</u>
5/8" or 3/4"	\$21.72	10,000
1"	39.39	20,000
1½"	74.59	40,000
2"	100.99	55,000
3"	161.98	90,000
4"	248.35	140,000
6"	351.79	200,000
8"	524.19	300,000

Payment of the minimum charge shall constitute payment in full for any quantity of water not exceeding the amount shown in the "Gallons" column opposite the applicable "Minimum Charge." In the case of premises as to which the final date for connection of the plumbing has been deferred under section 22-1-8, there shall be a bimonthly charge for standby fire protection service of \$6.00.

Each user of the City water system located outside of the City limits, except for whole sale water use provided by the City pursuant to the terms of an agreement, shall pay the following:

For the first twenty (20) years of service through the City water

system located outside the City limits 2 times the minimum charges listed above

For 21-25 years 1.75 times the minimum charges listed above

For 26 years and over 1.5 times the minimum charges listed above

Provided, wholesale water use and sale shall be sold at an agreed upon amount as set by the City Council for charges outside the City limits. Provided further, users of the City water system that are serviced by the airport water line shall pay double, or 2 times the minimum charges listed above.

The rates and fees provided for in this section shall be effective with respect to all connections, installations, and usage on or after January 1, 2014.

Section 10. Section 6-6-30 of the Scottsbluff Municipal Code is amended to provide as follows:

6-6-30. Parking permits and fees.

The following fees are hereby imposed relating to the parking of vehicles:

Over parking

If paid within 24 hours after notice.....\$5.00

If paid more than 24 hours and less than 72 hours after notice.....\$10.00

Limited time parking permit.....\$15.00

Section 11. Section 6-6-33.1 of the Scottsbluff Municipal Code is amended to provide as follows:

6-6-33.1. Towing and storage of motor vehicles.

(1) The storage cost of motor vehicles at the police warehouse or at the City/County impound lot shall be the sum of \$5.00 per day. These storage fees shall be separate from, and in addition to, any fees charged for storage of the vehicle when actually in the private towing contractor's impound lot. These storage fees shall be retained by the City, less any payments made to Scotts Bluff County pursuant to the Inter Local Cooperation Agreement for vehicle storage.

(2) The fee for any vehicle towing shall be:

a. The fee for any Police tow shall equal the charge for the tow to the City pursuant to the current tow contract between the City and the private towing contractor.

b. In addition to the tow fee referred to in section 6-6-31.1(2) a. there will be a \$20.00 administrative fee payable to the Police Department for any tow.

Section 12. Section 6-6-33.2 of the Scottsbluff Municipal Code is amended to provide as follows:

6-6-33.2. Miscellaneous; police services.

From time to time, the Police Department provides certain services to the general public for which a fee is charged. The fees for the following services shall be as follows:

a. Criminal history checks: \$7.50

b. Private security services: \$50.00 per hour, per person

c. Fingerprints: \$7.50 per card

d. Video/Audio duplication, including storage media: \$20.00

e. Copies of police photographs: \$20.00 plus processing costs

f. Hand gun permit: \$5.00

g. Intoxilizer breath test: \$75.00

- h. Blood test: \$125.00
- i. Copies: \$1.00 per page
- j. Accident report copies by fax or mail: \$4.00
(must provide self addressed, stamped envelope)

Section 13. Section 6-6-35 of the Scottsbluff Municipal Code is amended to provide as follows:

6-6-35. Obstruction of streets for carnivals, bazaars, or the sale of merchandise.

When applying for a permit to obstruct the sidewalk or street the sale of merchandise, or for any activity described in section 20-6-52, the applicant shall pay the following fee:

Permit to operate one of the activities described in Section 20-6-52 25.00
(Ord. 3520, 1997)

Section 14. Existing Sections 6-6-17, 6-6-18, 6-6-19, 6-6-20, 6-6-22, 6-6-23, 6-6-24, 6-6-27, 6-6-28, 6-6-30, 6-6-33.1, 6-6-33.2, and 6-6-35 of the Scottsbluff Municipal Code are hereby repealed, provided however that the rates provided for in such prior sections shall remain effective until midnight, December 31, 2013. This Ordinance shall not be construed to effect any cause of action, civil or criminal, existing or actions pending, at the time this Ordinance becomes effective.

Section 15. This Ordinance shall become effective January 1, 2014.

PASSED and APPROVED on _____, 2013.

Mayor

Attest:

City Clerk (Seal)

Approved as to Form:

Deputy City Attorney

City of Scottsbluff, Nebraska

Monday, November 18, 2013

Regular Meeting

Item Resolut.4

Council to approve the Region 22 Emergency Management Debris Management Program Plan and approve the Resolution.

Staff Contact: Rick Kuckkahn, City Manager

Agenda Statement

Item No.

For Meeting of: November 18, 2013

AGENDA TITLE: Council to approve the Region 22 Emergency Management Debris Management Program Plan and approve the Resolution.

SUBMITTED BY DEPARTMENT/ORGANIZATION: Emergency Management

PRESENTATION BY: City Manager Rick Kuckkahn

SUMMARY EXPLANATION:

The Federal Emergency Management Agency (FEMA) has identified the process of cleaning up disaster debris as the costliest and most time-consuming activity following an event. For this reason, FEMA created a pilot program that increases its reimbursement to communities from 75% of debris costs to 80%. In the near future, all entities will be required to have debris management plans. We are ahead of the curve by developing a Region 22 Emergency Management Debris Management Plan. The entire Panhandle Region paid for the Debris Management Plans (Region 21 and 23 Emergency Management also has interrelated plans with Region 22) so that we can all work together if we have an event that requires debris management. These plans were paid for by Homeland Security grant funding.

BOARD/COMMISSION RECOMMENDATION:

STAFF RECOMMENDATION:

EXHIBITS

Resolution ☐ Ordinance ☐ Contract ☐ Minutes ☐ Plan/Map ☐

Other (specify) _____

NOTIFICATION LIST: Yes ☐ No ☐ Further Instructions ☐

Please list names and addresses required for notification.

APPROVAL FOR SUBMITTAL: _____
City Manager

Rev: 11/15/12 City Clerk



*Region 22 Emergency Management Agency
1801 Avenue B
Scottsbluff, Nebraska 69361*

*Phone: 308-436-6689 FAX: 308-632-2916
Cell: 308-641-0016 Email: jbrett@scottsbluff.org
Jerry Bretthauer, Director*

October 31, 2013

Dear County, City or Village Clerk:

We have completed the Region 22 Debris Management Program Plan, composed of a "Master Plan" and an "Action Plan". I have attached the Debris Management Plan to this email.

The benefit to our communities for having a Debris Management Program Plan is that the "Federal Emergency Management Agency (FEMA) created a pilot program that increases its reimbursement to communities from 75% of debris cleanup cost to 80%. To qualify for the program, local governments must meet a prerequisite of having a FEMA-approved debris management plan in place." Read more about this on Page 1 of the Master Plan, if you have additional questions.

The next step is for each city and village in the Region 22 Inter-local Agreement to develop a resolution adopting the Debris Management Program Plan at the County level. To achieve this goal, we must have each City and Village in Scotts Bluff County who has signed the Region 22 Inter-local Agreement to adopt the Debris Management Program Plan through a resolution. These signed resolutions will be attached to the Debris Management Program Plan and presented to the Scotts Bluff County Commissioners for adoption by resolution.

The Debris Management Program Plan will also be presented to the Banner County Commissioners for adoption by resolution.

When Scotts Bluff and Banner counties adopt the Debris Management Program Plan by resolution, I will send the Debris Management Program Plan and the two adopted resolutions to the Nebraska Emergency Management Agency for final adoption and publishing of the Plan.

Attached is a sample resolution you might consider to use for adoption of the Debris Management Plan by resolution.

Any entity desiring me to make a presentation about the Debris Management Program Plan at your council or commissioner meeting should contact me so we can make the necessary arrangements. It is not necessary that I make a personal appearance, but I will be happy to oblige you if you feel it is necessary. Thanks for your time and consideration.

Sincerely,

A handwritten signature in cursive script, reading "Jerry Bretthauer".

Jerry Bretthauer, Director
Region 22 Emergency Management

RESOLUTION NO. _____

WHEREAS, the members of the Region 22 Emergency Management Inter-local Agreement agree to utilize the Region 22 Emergency Management Debris Management Program Plan, composed of a Master Plan and an Action Plan, during and following a disaster in Scotts Bluff County or Banner County, and

BE IT THEREFORE RESOLVED, that Scotts Bluff County is hereby directed and authorized to abide by the Region 22 Emergency Management Debris Management Program Plan, composed of a Master Plan and an Action Plan, during and following a disaster in Scotts Bluff County or Banner County.

Approved this ____ day of November, 2013.

Mayor

Attest:

City Clerk

Nebraska Planning Exercise and Training Region 22



(Scotts Bluff and Banner Counties)

Debris Management Program Action Plan

Information contained in this Debris Management Program is the property of Nebraska Planning Exercise and Training Region 22 and is deemed confidential and proprietary. It is not to be disclosed to any third party or replicated without the express written consent of the Nebraska Planning Exercise and Training Region 22 Debris Management Team and Region 22 EM .

Initial release prepared by:



Forward

This Action Plan is not intended to limit or restrict initiative, good judgment, or independent action required to provide appropriate and effective disaster mitigation, response and recovery. However, freedom of initiative cannot be used as an excuse for failure to take necessary coordinated action to successfully accomplish objectives.

Plan components are considered dynamic in nature and accordingly there will be a CURRENT VERSION but no final version. The Debris Project Manager designates and authenticates the CURRENT VERSION and directs the destruction of all superseded copies. The Debris Project Manager will retain the MASTER COPY.

This plan will grow through an evolutionary process that will focus on changing requirements, evolving capabilities and maturing support relationships.

Region 22 Emergency Management

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Revision History

Date	Version	Description	Author
March 2012	1.0	Initial Release	FDI Consulting, Inc.
April 2012	1.1	Updates per EM Review	FDI Consulting, Inc.

Introduction

This document is a dynamic component of Region 22 EM's Disaster Debris Management Program (Scotts Bluff and Banner Counties in Nebraska). It is designed to provide a framework for local government and other entities to clear, remove, reduce, recycle, and dispose of debris generated during a public emergency within the jurisdiction. This Plan unifies the efforts of local government with the State and Federal organizations for a comprehensive and effective approach to:

- Provide organizational structure, guidance, and standardized guidelines for the clearance, removal, staging, reduction, recycling, processing, and disposal of debris caused by a major debris-generating event;
- Establish the most efficient and cost effective methods to resolve disaster debris removal staging, reduction, recycling, processing, and disposal issues;
- Mitigate potential health hazards from hazardous debris materials.

This plan should be considered a preparedness document, intended to be read, understood and kept current before a disaster occurs. It is critical that a high level of preparedness be achieved and maintained by personnel designated as Debris Management Team members.

Debris Management Program Coordinator

Debris Management Action Plan Appendices

Once a disaster event is forecasted which has the potential of requiring debris cleanup and is imminent (projected to occur within the next five days to a week), the Debris Project Manager notifies the Debris Management Team to begin actions outlined in Appendix A – [Increased Readiness Stage Checklist](#).

The following Action Plan contains checklists, contact lists, and other pertinent reference information to be utilized in preparation for, during and after an event has occurred. This information includes:

- Appendix A. [Increased Readiness Stage Checklist](#) – Activities to considerations when a potential debris generating event is imminent
- Appendix B. [Post Event Response Stage Checklist](#) – Activities to consider during first hours to first week after event
- Appendix C. [Recovery Stage Checklist](#) – Activities to consider during weeks 2 and 3 after event
- Appendix D. [Debris Management Team](#) - Team Members and Responsibilities
- Appendix E. [Key Personnel](#) – Contacts in other government agencies (federal, state and local)
- Appendix F. [Contractors](#) – Entities or persons that can be called upon to assist with the response and recovery activities
- Appendix G. [Debris Staging and Reduction Sites](#) – Identify sites and contact numbers for
- Appendix H. [Contracts and Mutual Aid Agreements](#) – Lists existing contracts and Mutual Aid Agreements in place
- Appendix I. [Reconstitution Checklist](#) – Activities for longer term recovery and event closure

Appendix A – Increased Readiness Stage Checklist

Begin pre-event preparations when a disaster event is forecasted and appears to be imminent for this section of the country. Key emergency personnel and representatives of involved outside agencies will be put on alert and will monitor the progress of the storm event to gauge where and when it might strike the area and with what severity.

The following checklist is to be considered upon initiation of the **Increased Readiness Stage**. The responsibilities for these actions are a combination of the Debris Management Team and the Impact Assessment Team.

Increased Readiness Stage (Event Imminent)		
Done	Order	Action
	1	Event Forecast Detected – whenever a member of the Debris Management Team (DMT) is made aware that an event is forecasted and imminent (occurrence within the next 5 to 7 days), it is their responsibility to notify DMT leadership to insure they are aware of the situation.
	2	DMT leadership will convene a meeting of the DMT to assess the situation and determine if additional Increased Readiness activities are warranted. If so, continue with checklist, otherwise situation is placed ‘on hold’ status until additional information becomes available.
	3	Review and evaluate readiness of debris staging and collection sites.
	4	Insure members of the DMT download print or make available necessary contracts, contact lists and other relevant documentation required for Post Event Response and Recovery Stage activities.
	5	Download, print or make available current road lists, centerline diagrams. Coordinate with the State Highway Department to acquire the most recent federal and state road list and maps of the jurisdiction prior to the storm event, if necessary. Having this information on-hand ensures that debris collection operates properly and commences in a timely manner.
	6	Alert key personnel (<i>Reference Key Personnel List</i>), including pre-positioned contractors (<i>Reference Key Contractors List</i>) to brief them of their roles and responsibilities. Contacts should be made both verbally and with email communication briefing them on information needed to begin the response and recovery process and to schedule a briefing meeting no later than 24 hours prior to the estimated arrival of the disaster event or storm.

Increased Readiness Stage (Event Imminent)		
Done	Order	Action
	7	<p>Conduct a meeting with primary points of contacts of alerted personnel and pre-positioned contractors to discuss emergency road clearing activities and Post Event Response and Recovery Stage plan activities. Discussions should address the following key issues:</p> <ul style="list-style-type: none"> ✓ Availability and amount of assets that will be dedicated to debris removal operations; ✓ Estimating time of mobilization; ✓ Identification of primary points of contact; ✓ Exchange mobile contact information; and ✓ Determine if Contractor presence is needed at the EOC during the event. ✓ Identify staging areas for Truck Certification for vehicles used in hauling debris.
	8	Public Information Officer ("PIO") issues pre-event media press release preparing residents for the potential debris removal operation. (<i>Reference Debris Management Master Plan - SAMPLE Press Releases</i>)
	9	Issue media press release about waste transfer station closure times/dates, as required.
	10	Continue to monitor the situation and provide updates to the DMT, other key personnel and contractors, as required.

Appendix B – Post Event Response Stage Checklist

This stage begins when the all clear is given and it is safe to begin work. It covers the period of time that roadways are cleared of scattered debris, leaning trees, and other roadways obstructions to emergency response vehicles. ***This operation is reimbursable by FEMA on a time and materials basis, so it is critical that all the types and time durations of equipment used are documented with detail and accuracy. (Please note that the reimbursement criteria and duration for time and materials work is subject to change following a disaster).*** During this phase, the local Emergency Management and/or Debris Project Manager will initiate emergency roadway debris clearing operations and utilize internal equipment. If necessary, Emergency Management may request additional resources for emergency road clearance operations from contractors. Road clearance priorities should be pre-established to allow access to critical public facilities such as: fire stations, police stations, hospitals, emergency supply centers and other critical facilities. Concurrent to emergency road clearing operations, jurisdiction debris contractors should perform necessary preparation work to open debris-staging sites. *Note that all identified Debris Staging Sites may not be necessary, and will depend on the strength and location of impact of the storm event.*

Post Event Response Stage (after All Clear – First Week)		
Done	Order	Action
	1	Initiate Damage Assessments - Damage assessments are necessary to determine the extent and the location of the debris. Windshield surveys of the populated areas are taken and used to communicate critical damage areas to the Debris Management Team to assist with prioritizing road clearance efforts. If possible, additional surveys should be conducted by an aerial view of damaged areas within the jurisdiction.
	2	Begin Emergency Roadway Debris Clearance - State Highway Department commences with road clearance or “cut and toss” activities. These operations prioritize major arteries leading to storm shelters, hospitals, supply points and other critical locations. State Highway Department maintains road clearance responsibility for all State and Federal Roads.
	3	Activate Debris Removal Contractors and Establish Contractor Boundaries - Using the damage assessments; activate debris removal contractors, as required. Coordinate with jurisdiction Contract Administrator prior to making this determination. Debris hauling and monitoring contractors are generally required if the storm event results in wide spread debris fields (i.e. ice or severe winter storm, tornado, etc.). When activated; each contractor should be reminded to review an updated road list and the debris collection zone map. The full list of debris collection zones has been provided in Appendix H . Contractors should begin logistical coordination and equipment ramp-up immediately upon receiving a Notice-to-Proceed.

Post Event Response Stage (after All Clear – First Week)		
Done	Order	Action
	4	<p>Prepare Debris Staging Sites based on concentration of debris - Debris Management Team representative(s), pre-positioned contractors, and other key personnel (as required) will meet to discuss the opening and operation of pre-identified debris staging locations. Qualification criteria should be reviewed at this time:</p> <ul style="list-style-type: none"> ✓ Current availability; ✓ Duration of availability; ✓ Ingress/Egress; ✓ Concentration of debris relative to each site; and ✓ Geographic location within the jurisdiction. <p>Upon a review of availability and suitability, the debris contractors begin site preparation. The DMT representative(s) and the debris clearance-monitoring firm will oversee the contractor's activities to ensure that they are in compliance with their contractual obligations, environmental standards, and acting in the best interest of the jurisdiction and its residents. The state Department of Environmental Protection will be contacted to provide final approval under an emergency declaration for the Debris Staging Site locations.</p>
	5	<p>Conduct Meetings/Briefings with Key Personnel - Coordination meetings and briefings with key personnel are conducted to update the status of the road clearance efforts, debris staging site openings, contractor asset ramp-up and pertinent public information for press releases. Region 22 EM Emergency Management will recommend daily meetings occur between 8:00 am and 4:00 pm (at a location determined by the REPC) to include key Region 22 EM REPC personnel, jurisdiction contractors, and the Region 22 EM Solid Waste Management District. The morning briefing will focus on daily objectives and will include a discussion of operational progress and best debris management practices. During each day, DMT representative(s) will review real time statistics and GIS layers that reflect operations through the end of the previous day.</p>

Post Event Response Stage (after All Clear – First Week)		
Done	Order	Action
	6	<p>Review Collection Zone Maps - The DMT representative(s), the debris-monitoring firm, and debris-hauling contractors will meet to review the debris assessment. The topics included in this meeting may include, but not be limited to:</p> <ul style="list-style-type: none"> ✓ Amount of debris generated – in terms of cubic yards; ✓ Type of debris generated - vegetative, C&D and/or sand; ✓ Number and estimated date of arrival for assets – trucks, loaders, monitoring personnel; ✓ Estimated number of Debris Staging Site location necessary for recovery; ✓ Preliminary scope of debris removal efforts; ✓ Estimated cost of the debris removal efforts. <p>Following this meeting, the DMT representative(s) and/or monitoring firm will begin to collect required documentation for the development of FEMA Project Worksheets and contact the FEMA Public Assistance Officer responsible for the jurisdiction.</p>
	7	Estimate Debris Volume and Collection Cost Assessment

Post Event Response Stage (after All Clear – First Week)		
Done	Order	Action
	8	<p>Schedule and conduct briefing with Public Assistance Officer (PAO) and FEMA Representative – Request contact information and meeting with FEMA PAO (This request is made through the State Emergency Management Agency). Determine and setup briefing with the designated PAO for the disaster and the local FEMA represented to discuss:</p> <ul style="list-style-type: none"> ✓ Summary of the jurisdiction’s debris removal operations to date; ✓ Review debris removal and cost estimates for the jurisdiction; ✓ Review any Disaster Specific Guidance (DSG) documents issued by FEMA; ✓ Examine the jurisdiction’s debris removal plan; ✓ Provide contact information for all jurisdiction contractors and primary points of contact; ✓ Determine what additional information the PAO will need in order to generate Project Worksheets (PW) for the jurisdiction. <p>In order for FEMA to generate a Category A: Emergency Phase Debris Removal and Debris Monitoring Project Worksheet, the following information will be required:</p> <ol style="list-style-type: none"> 1. A copy of the debris removal contract(s) 2. A copy of the debris monitoring contract(s) 3. Information on the procurement process on the debris removal and monitoring contracts. 4. Address and GPS Coordinates for all Debris Staging Sites 5. Debris estimates (using Appendix D models and damage assessment reports) 6. Monitoring estimate (based on budgeted labor hours) 7. A brief debris removal plan overview
	9	<p>Begin Truck Certification - Truck Certification is one of the most important functions in initiating a debris removal operation. Accuracy and documentation of all measurements is critical. All container units hauling debris under a volumetric contract with the jurisdiction will have capacity and dimensions measured, sketched, photographed and documented on a truck certification form. Each unit will be assigned a unique number for debris tracking and invoice reconciliation purposes. Field documents will be developed by the debris contractor hired to operate the debris staging site with input from the Debris Management Team.</p>
	10	<p>Issue Media Press Release - A press release from the local governments and PIO (Public Information Officer) to various media sources should be issued within the first three days following the event/storm. The subject matter of the press release will be to reassure and comfort the public that the jurisdiction is responding and has activated contractors to begin debris removal activities.</p>

Appendix C – Recovery Stage Checklist

This stage is marked by debris removal contractor(s) collecting and reducing storm generated debris from the public right-of-way (Right of Way) and generally lasts through the first two weeks. Concurrent to the commencement of Right of Way debris removal operations, the jurisdiction must evaluate the need for contract debris removal on private property, parks and waterways. Specialized debris removal operations typically do not begin until roughly 60 days (*Reference Reconstitution Stage Checklist*) following the disaster event. These are typically governed by DSG (Disaster Specific Guidance) and require some level of FEMA pre-validation. However, if the jurisdiction determines that there is an immediate and imminent threat to public health and safety, expediting these programs should be considered.

Recovery Stage Checklist (Weeks 2 and 3)		
Done	Order	Action
	1	Open Debris Staging Sites - begin with those closest to the most heavily impacted areas.
	2	Prioritize Roads/Areas - Areas in the jurisdiction that sustain more extensive damage may need to be subdivided into smaller work zones and recorded on the jurisdiction's GIS shape files.
	3	Issue Second Press Release – PIO should issue press release regarding the segregation of vegetative, C&D, HHW
	4	Begin Right of Way Debris Removal – Vegetative waste
	5	Begin Right of Way Debris Removal – C&D Waste, HHW waste
	6	<p>Perform Parks Damage Assessment – Debris Project Manager, in consultation with State Emergency Management, must determine responsibility for the removal of safety hazards in local Parks and Recreation Areas. If local jurisdictions are responsible, the DMT must identify, in coordination with the local government parks and recreation departments, the vegetative hazards that require removal in Parks. Eligibility criteria to be considered include:</p> <ul style="list-style-type: none"> • Leaning trees 24" in diameter or greater • Hanging limbs 2" in diameter or greater • Uprooted stumps 24" in diameter or greater <p>Eligibility criteria for cutwork are extremely sensitive to the size and scale of the disaster. When surveying damages, it is extremely important for the jurisdiction and its contractors to be fully cognizant of all Disaster Specific Guidance. If the scope of work required is not consistent with current scopes under contract, it is recommended that the jurisdiction fully develop the park scope of work and bid it as a separate, competitive contract.</p>

Recovery Stage Checklist (Weeks 2 and 3)		
Done	Order	Action
	7	Coordinate with External Agencies – DMT should confirm that the State Highway Department is coordinating with the local municipalities to ensure that all jurisdiction road segments are progressing with debris removal operations and offer assistance, as required.
	8	Initiate discussions with FEMA Debris Team – The DMT should continue to brief debris removal plans and operations to the FEMA Debris Team. This supports a coordinated effort, enhances the transparency of the operation for auditors and ensures maximum FEMA reimbursement.
	9	<p>Obtain FEMA guidance for private property debris removal - FEMA will issue Disaster Specific Guidance for debris removal on private properties and within gated communities. Eligibility will be determined on a case-by-case basis following an event. In order for FEMA to make an eligibility determination, the following events must occur:</p> <ul style="list-style-type: none"> • FEMA must determine that the damage poses a threat to the health and safety of the community at large and that the scale and cost associated with the debris removal operation exceed the jurisdiction's financial ability to bear. • The jurisdiction demonstrates that it has the legal authority to enter private property and gated communities and accept the responsibility to abate all hazards, regardless of whether or not a Federal Disaster Declaration is made. • The jurisdiction attains a signed Right-of-Entry (ROE) form holding the Federal government harmless from any damages caused to private property. An example of this form can be found in Appendix F. The jurisdiction may execute ROE forms prior to a disaster under the condition that the ROE does not reference a particular event or disaster number.

Appendix D – Debris Management Team

Debris Management Team				
The Debris Management Team (DMT) is made up of representatives of local solid waste districts, local (county and municipal) emergency management, local (county and municipal) parks and local (county and municipal) road departments. Additionally, the team should have designated state emergency management contact(s) included. This team is responsible for the providing direction, coordination and decision making associated with increased readiness, response, recovery and reconstitution activities. DMT Coordinator is listed first with remainder listed in succession order.				
Organization	Team Member	Primary No.	Backup No.	Emergency No.
Region 22 Emergency Management	Jerry Bretthauer, Director	308-436-6689	308-641-0016	308-436-6666
Scottsbluff Police Department	Kevin Spencer, Chief	308-630-6261	308-641-2317	308-436-6666
Scottsbluff Environmental Services	Anthony Harris, Supervisor	308-630-0985	None	308-436-6666
Scottsbluff Transportation	Brett Bewley, Supervisor	308-630-6297	308-436-7415	308-436-6666
Scottsbluff Finance	Renae Griffiths, Director	308-630-6212	308-631-5576	308-436-6666
Scottsbluff City Manager's Office	Rick Kuckkhan, City Manager	308-630-6213	308-631-6222	308-436-6666
Gering Environmental Services	Darrell Vance, Interim Director	308-436-7568	308-631-0053	308-436-5880
Gering Finance	John Mejia, Director and City Treasurer	308-436-5096	308-672-2662	308-436-5880
Gering City Administration	Lane Danielzuk, City Administrator	308-436-6810	308-631-8852	308-436-5880
Gering Public Works	Pat Heath, Director	308-436-6834	308-641-0958	308-436-5880

Normal Operations or Pre-Event Responsibilities

1. Be knowledgeable and supportive of Disaster Debris Management Program;
2. Be knowledgeable of procedures for internal and external communications;
3. Review and approve results of periodic plan review;
4. Be knowledgeable of procedure for activating and executing the plan;
5. Provide oversight to insure the following activities are completed and maintained:
 - a. Establish Pre-positioned Contracts
 - b. Debris Staging Site
 - c. Operator Debris
 - d. Hauler(s) Debris Monitor
 - e. Emergency Roadway Clearing (Optional)
 - f. Review and Update Federal and State Road List
 - g. Review and Update Emergency Contact List
 - h. Review and Update the Debris Staging Site locations
 - i. Review and Update Relevant Ordinances/Bylaws
 - j. Review and Update Inter-Municipal Agreements and MOUs
 - k. Monitor and Evaluate Debris Staging Capacity at Landfills
 - l. Review and Update the Debris Management Plan
 - m. Draft Pre-disaster Media Press Releases

Appendix E – Key Personnel

The following table identifies contacts within the federal, state or local governments that require status updates and/or may be called upon to assist with debris management activities.

Organization Represented	Name(s)	Contact Information	Role
Banner County Highway Department/Public Works	Thomas Neal, Director	308-436-4460; addresstneal5237@yahoo.com	Loaders, dump trucks, transportation of debris
FEMA Region VII	Dan Best	816-283-7027	Infrastructure Branch
FEMA Region VII	Steven Castaner	816-283-7025	Sustainable recovery
Gering Parks, Recreation and Leisure Services	Ron Ernst, Director	308-631-4839	Loaders and dump trucks
Gering Police Department	Judi Doty, Animal Warden/Zoning Officer	308-436-5089; jdoty@gering.org	Code enforcement
Gering Street Department	Casey Dahlgrin; Transportation Supervisor	308-436-6835; cdahlgrin@gering.org	Loaders, dump truck, transportation of debris
NDOR	Matt Radkey	308-874-4158	Nebraska Dept. of Roads, can remove debris
Nebraska Department of Environmental Quality, Scottsbluff Field Office	John Flint, Geologist/Ground Water	308-632-0544; john.flint@nebraska.gov	Environmental quality
Nebraska Department of Roads, District 5	Craig Lind	308-436-6587; craig.lind@nebraska.gov	Loaders, dump trucks, transportation of debris
Nebraska Dept. of Corrections	Director	402-471-6265	Manpower
Nebraska Dept. of Roads	Operations Supervisor	402-471-4567	Resource for heavy equipment
Nebraska Emergency Management	Donny Christensen	402-471-7416	Public Assistance Unit Supervisor
Nebraska Emergency Management	Duty officer	402-471-7421	Contact for Federal assistance

Organization Represented	Name(s)	Contact Information	Role
Nebraska Emergency Management Agency	Al Berndt, Assistant Director	402-471-7410; al.berndt@nebraska.gov	State asset availability and authorization
Nebraska National Guard	A.G.'s office	402-309-7210	Equipment & personnel
Nebraska State Patrol	Headquarters Troop	402-471-4545	Site security
Region 21 EM	Ronald Leal	308-249-1310	Emergency Management Director
Region 23 EM	Nan Gould		Emergency Management Deputy
Scotts Bluff County Roads/Bridges/Highway Department	Bob Bennett, Director	308-436-6700; rbennett@scottsbluff.org	Loaders, dump trucks, transportation of debris
Scottsbluff Developmental Services	Gary Batt, Code Administrator II	308-630-6246; gbatt@scottsbluff.org	Code enforcement
Scottsbluff Parks and Recreation	Rick Deeds, Park Supervisor	308-632-0058; RDeeds@scottsbluff.org	Loaders and dump trucks
Scottsbluff Transportation Department	Mike Loutzenhiser, Supervisor	308-630-6297; no email address	Loaders, dump trucks, transportation of debris

Appendix F – Contractors

The following table identifies contractors that may be called upon to assist with debris management activities. Contracted services typically include:

- Collection, including clearance during response phase
- Reduction or recycling
- Hazardous waste handling, processing, and disposal
- Hauling to final disposition
- Debris Management Site activities
- Demolition
- Monitoring
- Environmental studies
- Project management

Contractor Name	Contact Information	Product or Service Provided	Contracted
AquaTerra Environmental Solutions - 615 S. Beltline Hwy. (W), Scottsbluff	Jennifer Hoevet; 308-633-2761; jhoevet@aquagterra-env.com	Environmental Studies - Engineering Consultant & Environmental Consultant	No
Baker and Associates - 120 E. 16th St., Scottsbluff	Jack Baker; 308-632-3123; jack@baker-eng.com	Environmental Studies - Engineering Consultant	No
M. C. Schaff and Associates - 818 S. Beltline Hwy. (E), Scottsbluff	Dave Schaff; 308-635-1926; dschaff@mcshaff.com	Environmental Studies - Engineering Consultant	No
Sidney Waste/Landfill - 2232 Rd. 115, Sidney	Rob Campbell; 308-249-6183; solidwaste@cityofsidney.org	Hauling to final disposition - Disposal of debris	No
Solid Waste Agency of Northwest Nebraska - 1010 Niobrara, Chadron	Operator: Jack Nemeth; 308-432-4245; swan60@hotmail.com	Hauling to final disposition - Transfer station	No
Waste Connections - Gering - 710 County Club Road, Gering	Shawn Green; 308-635-6673 or 308-532-1367; shawngh@wcnx.org	Hauling to final disposition - Disposal of debris	No
Waste Connections - Ogallala - 100 E. 11th Street, Ogallala	Will McKnight; 308-289-0942 or 308-287-2107; willm@wcnx.org	Hauling to final disposition - Disposal of debris	No

Contractor Name	Contact Information	Product or Service Provided	Contracted
<i>NOTE: Reference LEOP Appendix L for additional information</i>			

Appendix G – Debris Sites

This section allows for identification of Debris Management Sites (DMS). DMS are established when cannot be directly from the collection point to the final disposition location. A DMS is a location to temporarily store, reduce, segregate, and/or process debris before it is hauled to its final disposition. It is frequently used to increase the operational flexibility when landfill space is limited or when the landfill is not in close proximity to the debris removal area. (Reference FEMA 325 Debris Management Guide - Chapter 8 - Debris Management Site)

Site Types:

- *Staging-Transfer – Also referred to as Collection Sites used for temporary storage of debris to be transferred to another type site.*
- *Reduction-Recycling – Sites where debris is either incinerated, chipping and grinding and/or recycled to reduce debris volume.*
- *Final Disposal – Typically landfills where debris is permanently disposed.*

Debris Types:

- *General Solid Waste – general household trash and personal belongings;*
- *Construction and Demolition (C&D) - building materials (which may include asbestos-containing materials), drywall, lumber, carpet, furniture, mattresses, plumbing.*
- *Green waste — vegetative, trees, branches, shrubs, and logs.*
- *Household hazardous waste (HHW) — oil, pesticides, paints, cleaning agents.*
- *White goods — refrigerators, freezers, washers, dryers, stoves, water heaters, dishwashers, air conditioners.*
- *Electronic waste (E-Waste) — computers, televisions, printers, stereos, DVD players, telephones.*
- *Vehicle waste – cars, trucks, aviation, recreational and other motorized machines which may use or contain tires, lubricating fluids, mercury switches, lead-acid batteries, gasoline, oil or other petroleum products.*
- *Putrescible waste – typically animal carcasses or other solid waste that contains organic matter capable of being decomposed by microorganisms.*

Site Name and Location	Site Type	Debris Type	Capacity	Notes
Chadron Solid Waste Agency of Northwest Nebraska at 1010 E. Niobrara, Chadron	Final Disposal	Multiple Types (see Notes)	16,000,000 cu. yds.	
City of Scottsbluff Old Landfill - 1/4 mile east of CR M south of CR23, east of Scottsbluff	Staging-Transfer	Multiple Types (see Notes)	1,000,000 cu. yds.	
Gering Landfill at 200531 West U, Gering	Staging-Transfer	Multiple Types (see Notes)	1,000,000 cu. yds.	
Gering Tree Dump at 220530 East U, Gering	Staging-Transfer	Multiple Types (see Notes)	500,000 cu. yds.	

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Site Name and Location	Site Type	Debris Type	Capacity	Notes
Sidney Waste/Landfill at 2232 Rd. 115, Sidney	Final Disposal	Multiple Types (see Notes)	10,000,000 cu. yds.	
Soccer Field at 5th Avenue and E. 42nd Street, Scottsbluff	Staging-Transfer	Multiple Types (see Notes)	1,000,000 cu. yds.	
Waste Connection - Ogallala at 100 E. 11th St., Ogallala	Final Disposal	Multiple Types (see Notes)	4,000,000 cu. yds.	

Appendix H – Contracts and Mutual Aid Agreements

Table provides a summary of existing Mutual Aid Agreements that may assist with the debris management process. These agreements typically include utilization of personnel, equipment, temporary landfill sites, emergency services, and law enforcement.

As defined by FEMA, a Mutual Aid Agreement is a written understanding between communities and States obligating assistance during a disaster. *Reference FEMA RP9523.6, Mutual Aid Agreements for Public Assistance and Fire Management Assistance.*

Jurisdiction	Agreement Summary
None.	No Memorandums of Understanding currently exist.

Appendix I – Reconstitution Checklist

One of the goals of the Disaster Debris Management Program is to provide for preparation for, response to and near term recovery from a debris generating event. However, during the first week or two after the event, decisions must be considered for returning the jurisdiction back to more normal or normal operations. After response and recovery actions are completed, ongoing management of clean up, removal and communications must continue.

The following checklists are for used to guide longer term recovery efforts typically two weeks and beyond.

Reconstitution Checklist (Week 2 to 1 Month)		
Done	Order	Action
	1	<i>Maintain and evaluate Right of Way Cleanup – Vegetative and C & D</i> - Information on debris collection and progress completion will be mapped and recorded on GIS shape files and provided to the REPC on a daily basis. A completion map will be posted on the appropriate website and updated daily. To ensure proper record keeping and reimbursement from all appropriate agencies, it is important for the jurisdiction to announce the completion of first pass.
	2	<i>Open Residential Drop-off stations</i> - These sites accommodate anxious residents eager to remove debris from their property. Further, the sites can be used as a drop-off area for HHW to supplement additional jurisdiction facilities, if necessary. In order to avoid illegal dumping, site security and published hours of operation and closure dates are recommended.
	3	<i>Conduct daily meetings with FEMA Debris Team to ensure strong coordination and address any operational problems.</i> - If approved, begin debris removal from private property and gated communities. Communicate project close-out to residents via press release. This should focus on clarifying ineligible debris confusion and communicating debris set-out deadline in order to minimize illegal dumping. Protocol for leaners/hangers and gated community debris removal programs, if applicable, should be communicated at this time.
	4	<i>Consider opening additional Debris Staging Sites as necessary</i>

Reconstitution Checklist (1 Month to 3 Months)		
Done	Order	Action
	1	<i>Maintain and evaluate Right of Way Cleanup – Vegetative and C&D</i> - Information on debris collection and progress completion will be mapped and recorded on GIS shape files by the GIS Dept. and provided to the DMT on a daily basis. A completion map will be posted on the jurisdiction's website and updated daily. During this period, the jurisdiction must announce the completion of second pass and establish a deadline for residents to set out debris on the Right of Way, as well as a deadline for jurisdiction contractors to complete the third pass.
	2	<i>Begin Right of Way Leaners/Hangers Program</i> - DMT may determine that a significant amount of threats to public health and safety remain in the form of hanging limbs and leaning trees on the Right of Way. These threats must be identified and verified against Disaster Specific Guidance criteria for eligibility prior to the commencement of work to ensure maximum reimbursement.
	3	Initiate Haul-out of reduced debris from Debris Staging Sites to final disposal sites, as necessary.
	4	Continue to provide weekly status briefings with the FEMA Debris Team.

Reconstitution Checklist <i>(Beyond 3 Months)</i>		
Done	Order	Action
	1	Complete all Debris Recovery Activities - Jurisdiction contractors will punch-list and remove all remaining eligible debris piles.
	2	<i>Identify ineligible debris on Right of Way</i> - Once identified the jurisdiction can proceed in one of several ways: <ul style="list-style-type: none"> • Work with jurisdiction Code Enforcement to hold individual homeowners responsible for the disposal of ineligible debris. • Handle the removal of ineligible debris internally with local government's resources. • Task the jurisdiction contractor with the removal of ineligible debris and incur the associated cost. It is recommended that this debris be direct hauled to the local Transfer Station to reduce associated handling costs.
	3	<i>Finalize the disposal of reduced debris</i> - Ensure that jurisdiction Contractors attain proper disposal tipping fee information.
	4	<i>Closeout and Remediate Debris Staging Sites</i> - This will require a walk through and approval by a representative of the state environmental department.
	5	<i>Conduct project closeout meetings with FEMA Debris Team and External Agencies</i>

City of Scottsbluff, Nebraska

Monday, November 18, 2013

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: Rick Kuckkahn, City Manager