

MCCOOK CITY COUNCIL

REGULAR MEETING

**Monday, December 1, 2025
5:30 PM - City Council Chambers**

Roll Call.

Excuse Absences.

Open Meetings Act Announcement.

Invocation - McCook Ministerial Association - Jeff Kelley, Memorial Methodist Church.

Pledge of Allegiance.

Call to Order.

Individuals who have appropriate items for City Council consideration should complete the "Topic for Consideration for City Council Agenda" form located at the information table by the entrance to the Council Chambers. If the issue can be handled administratively without Council action, notification will be provided. If the item is scheduled for a meeting, notification of the date will be given.

Items.

1. Announcements & Recognitions.
2. Consent Agenda.

**The Consent Agenda is approved on one motion. Any item listed on the Consent Agenda may, by the request of any single Council member or public in attendance, be considered as a separate item under the Regular Agenda.*

- A. Approve the minutes of the November 17, 2025 regular City Council meeting.
- B. Accept the minutes of the Library Advisory Board dated March 13, 2025 and September 10, 2025 and the Housing Agency Board of Commissioners dated July 23, 2025, July 30, 2025, August 27, 2025, September 24, 2025 and October 22, 2025.
- C. Approve and authorize the Mayor to sign a grant acceptance form for a grant awarded to the City of McCook by the McCook Community Foundation fund in the amount of \$500,000.00 for the PFC Gerald L. Walters Youth Sports Complex.
- D. Approve the automatic renewal of all current retail liquor licenses in the City of McCook for the year 2026 and instruct the City Clerk to publish individual notice of the right of automatic renewal of each license.
- E. Approve Resolution No. 2025-38 approving the rescinding of a portion of Resolution No. 2025-11 which previously declared certain properties a nuisance and which now have been abated and cleared of the nuisance as deemed by

West Central Nebraska Development District (WCNDD) and as declared in the Resolution.

3. Regular Agenda.

- A. Update regarding the youth sports complex project.
- B. Presentation regarding proposed ACE fund policy.
- C. Presentation by staff of a proposed City of McCook donation policy.
- D. Council Comments.

Adjournment.

**CITY MANAGER'S REPORT
DECEMBER 1, 2025 CITY COUNCIL MEETING**

ITEM: 2.A.

Approve the minutes of the November 17, 2025 regular City Council meeting.

BACKGROUND:

Receive and approve the minutes.

**FISCAL
IMPACT:** None.

APPROVALS:



Lea Ann Doak, City Clerk

November 23, 2025

McCook City Council
November 17, 2025
5:30 P.M.

A MEETING OF THE MAYOR AND COUNCIL OF THE CITY OF MCCOOK, NEBRASKA convened in open, regular, and public session at 5:30 o'clock P.M. in the City Council Chambers.

Present: Mayor Linda Taylor, Councilmembers Jerry Calvin, Gene Weedin, Jared Muehlenkamp, Darcy Rambali.

Absent: None.

City Officials present: City Manager Nate Schneider, City Attorney Nate Mustion, City Clerk Lea Ann Doak, Assistant City Manager Tera Koetter, Utilities Director Pat Fawver, Fire Chief Marc Harpham, Police Chief Kevin Hodgson, Public Works Director Kyle Potthoff, and Senior Services Director Beth Siegfried.

Notice of the meeting was given in advance thereof by publication in the McCook Daily Gazette on November 14, 2025, the designated method of giving notice, a copy of the proof of publication being attached to these minutes. Advance notice of the meeting was also given to the Mayor and members of the City Council and a copy of the Acknowledgement of Receipt of such notice is attached to these minutes. Availability of the agenda was communicated in the advance notice to the Mayor and Council. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

Mayor Taylor announced that a copy of the Open Meetings Act was posted by the entrance to the Council Chambers and available for public review. Councilmember Weedin provided the invocation. Following the Pledge of Allegiance to the flag of the United States of America, Mayor Taylor called the meeting to order.

Mayor Taylor also announce that individuals who have appropriate items for City Council consideration should complete the "Topic for Consideration for City Council Agenda" form located at the information table by the entrance to the Council Chambers. If the issue can be handled administratively without Council action, notification will be provided. If the item is scheduled for a meeting, notification of the date will be given.

1. Announcements & Recognitions.

City Manager Schneider announced that the City received a very generous pledge of \$500,000 from the McCook Community Foundation for the sports complex project.

Mayor Taylor welcomed McCook Community College and High School students to the meeting.

2. Public Hearings.

- 2.A. Public Hearing - Regarding a request from MEDC, W.A.G.S. Properties, L.L.C., and NML, LLC, seeking approval for a preliminary plat for property located in the NE 1/4 of Section 19, Township 3 North, Range 29 West of the 6th P.M., in Red Willow County, Nebraska (located north of West S Street and west of West 7th Street) - to be known as Second North Pointe Addition.

Motion to recess as a City Council and convene a public hearing for the purpose of receiving public comment regarding a request from MEDC, W.A.G.S. Properties, L.L.C., and NML, LLC, seeking approval for a preliminary plat for property located in the NE 1/4 of Section 19, Township 3 North, Range 29 West of the 6th P.M., in Red Willow County, Nebraska (located north of West S Street and west of West 7th Street) - to be known as Second North Pointe Addition, with the City Attorney to act as hearing officer. This motion, made by Calvin and seconded by Weedin, passed.

Taylor: YEA, Calvin: YEA, Weedin: YEA, Muehlenkamp: YEA, Rambali: YEA
YEA: 5, NAY: 0

The City Attorney received into evidence Exhibit #1 - City Manager's Report prepared for the November 17, 2025 City Council meeting; Exhibit #2 - Notice of Public Hearing published (1 page); Exhibit #3 - Notice of Public Hearing mailed and posted (1 page); Exhibit #4 - listing of property owners notified of public hearing (1 page); Exhibit #5- Second North Pointe Preliminary Plat (3 pages); Exhibit #6 - legal description of the proposed subdivision (1 page); Exhibit #7 - Land Use Action Request Form and attachments (10 pages); and Exhibit #8 - minutes of the November 10, 2025 Planning Commission meeting (4 pages).

City Manager Schneider reviewed the information presented in Exhibit 1.

Amanda Engell, MEDC Housing Director, and Greg Wolford, W Design Associates, reviewed the proposed plat and utilities with the Council.

With no one else present to comment, motion to adjourn the public hearing and to reconvene as a City Council. This motion, made by Muehlenkamp and seconded by Rambali, passed.

Taylor: YEA, Calvin: YEA, Weedin: YEA, Muehlenkamp: YEA, Rambali: YEA
YEA: 5, NAY: 0

- 2.B. Approve a preliminary plat of land to be known as the Second North Pointe Addition, said land located in the NE 1/4 of Section 19, Township 3 North, Range 29 West of the 6th P.M., in Red Willow County, Nebraska (located north of West S Street and west of West 7th Street).- to be known as Second North Pointe Addition.

Motion to approve a preliminary plat of land to be known as the Second North Pointe Addition, said land located in the NE 1/4 of Section 19, Township 3 North, Range 29 West of the 6th P.M., in Red Willow County, Nebraska (located north of West S Street and west of West 7th Street).- to be known as Second North Pointe Addition. This motion, made by Muehlenkamp and seconded by Rambali, passed.

Taylor: YEA, Calvin: YEA, Weedin: YEA, Muehlenkamp: YEA, Rambali: YEA
YEA: 5, NAY: 0

2.C. Public Hearing - Regarding the Second Substantial Modification to the Redevelopment Plan for the North Pointe Redevelopment Project.

Motion to recess as a City Council and convene a public hearing for the purpose of receiving public comment regarding the Second Substantial Modification to the Redevelopment Plan for the North Pointe Redevelopment Project, with the City Attorney to act as hearing officer. This motion, made by Muehlenkamp and seconded by Weedin, passed.

Taylor: YEA, Calvin: YEA, Weedin: YEA, Muehlenkamp: YEA, Rambali: YEA
YEA: 5, NAY: 0

The City Attorney received into evidence Exhibit #1 - City Manager's Report prepared for the November 17, 2025 City Council meeting (2 pages), Exhibit #2 - Notice of Hearing published (1 page); Exhibit #3 - listing of Public Entities who received Notice of Public Hearing (1 page); Exhibit #4 - copies of letter to Public Entities receiving Notice of Public Hearing (5 pages); Exhibit #5 - Second Substantial Modification to the Redevelopment Plan for the North Pointe Redevelopment Project (9 pages); and Exhibit #6 - Minutes of the November 10, 2025 Planning Commission meeting (4 pages).

City Manager Schneider reviewed the information presented in Exhibit #1 and gave a review of the LB840 Fund and Tax Increment Financing (TIF).

Charlie McPherson, MEDC Executive Director, and Amanda Engells, MEDC Housing Director, was present to review their request with the Council.

With no one else present to comment, motion to adjourn the public hearing and to reconvene as a City Council. This motion, made by Weedin and seconded by Taylor, passed.

Taylor: YEA, Calvin: YEA, Weedin: YEA, Muehlenkamp: YEA, Rambali: YEA
YEA: 5, NAY: 0

2.D. Meeting of the Community Development Agency - recess as City Council and convene meeting.

Motion to recess as a City Council and to convene as the McCook Community Development Agency for consideration of CDA Agenda at 5:57 P.M. This motion, made by Muehlenkamp and seconded by Weedin, passed.

Taylor: YEA, Calvin: YEA, Weedin: YEA, Muehlenkamp: YEA, Rambali: YEA
YEA: 5, NAY: 0

2.D.1. Call to Order and Roll Call.

2.D.2. Open Meetings Act Announcement.

A meeting of the Mayor and City Council of the City of McCook, Nebraska, acting as the governing body of the Community Development Agency of the City of McCook, Nebraska was convened in open and public session at 5:57 o'clock P.M. on November 17, 2025, at the McCook Municipal Center in McCook, Nebraska. Agency Members present were: Taylor, Calvin, Weedin,

Muehlenkamp, Rambali. Absent: None. Notice of the meeting was given in advance thereof by publication, one of the City's designated methods for giving notice, a copy of the proof of publication being attached to these minutes. Advanced notice of the meeting was given to each member of the Agency and a copy of their acknowledgment of receipt of notice and the agenda is attached to these minutes. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and all members of the Council. Mayor Taylor presided and City Clerk Doak recorded the proceedings. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

The Mayor publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act was available for review and indicated the location of such copy posted in the room where the meeting was being held.

2.D.3. Approve Resolution No. CDA 2025-03 approving the Second Substantial Modification to the Redevelopment Plan for the North Pointe Redevelopment Project in the City of McCook.

Motion to approve Resolution No. CDA 2025-03 approving the Second Substantial Modification to the Redevelopment Plan for the North Pointe Redevelopment Project in the City of McCook. This motion, made by Muehlenkamp and seconded by Calvin, passed.

Taylor: YEA, Calvin: YEA, Weedin: YEA, Muehlenkamp: YEA, Rambali: YEA
YEA: 5, NAY: 0

2.D.4. Recess as a Community Development Agency.

Motion to recess as the McCook Community Development Agency and reconvene as the McCook City Council. This motion, made by Muehlenkamp and seconded by Weedin, passed.

Taylor: YEA, Calvin: YEA, Weedin: YEA, Muehlenkamp: YEA, Rambali: YEA
YEA: 5, NAY: 0

2.E. Adopt Resolution No. 2025-36 approving the Second Substantial Modification to the Redevelopment Plan for the North Pointe Redevelopment Project in the City of McCook, Nebraska.

Motion to adopt Resolution No. 2025-36 approving the Second Substantial Modification to the Redevelopment Plan for the North Pointe Redevelopment Project in the City of McCook, Nebraska. This motion, made by Calvin and seconded by Rambali, passed.

Taylor: YEA, Calvin: YEA, Weedin: YEA, Muehlenkamp: YEA, Rambali: YEA
YEA: 5, NAY: 0

2.E.1. Recess as a City Council.

Motion to recess as the McCook City Council and reconvene as the McCook Community Development Agency. This motion, made by Weedin and seconded by Taylor, passed.

Taylor: YEA, Calvin: YEA, Weedin: YEA, Muehlenkamp: YEA, Rambali: YEA
YEA: 5, NAY: 0

- 2.F. Adopt Resolution No. CDA 2025-04 authorizing and approving a Redevelopment Agreement including the use of Tax Increment Financing for the North Pointe Redevelopment Project - Phase 3.

Motion to adopt Resolution No. CDA 2025-04 authorizing and approving a Redevelopment Agreement including the use of Tax Increment Financing for the North Pointe Redevelopment Project - Phase 3. This motion, made by Muehlenkamp and seconded by Rambali, passed.
Taylor: YEA, Calvin: YEA, Weedin: YEA, Muehlenkamp: YEA, Rambali: YEA
YEA: 5, NAY: 0

- 2.F.1. Adjourn the McCook Community Development Agency.

Motion to adjourn the meeting of the McCook Community Development Agency at 6:00 P.M. and to reconvene as the McCook City Council. This motion, made by Muehlenkamp and seconded by Weedin, passed.
Taylor: YEA, Calvin: YEA, Weedin: YEA, Muehlenkamp: YEA, Rambali: YEA
YEA: 5, NAY: 0

- 2.G. Approve Resolution No. 2025-37 approving the Redevelopment Agreement for the North Pointe Redevelopment Project and authorize the Community Development Agency to enter into said Agreement.

Motion to approve Resolution No. 2025-37 approving the Redevelopment Agreement for the North Pointe Redevelopment Project and authorize the Community Development Agency to enter into said Agreement. This motion, made by Muehlenkamp and seconded by Rambali, passed.
Taylor: YEA, Calvin: YEA, Weedin: YEA, Muehlenkamp: YEA, Rambali: YEA
YEA: 5, NAY: 0

3. Consent Agenda.

Motion to approve the consent agenda. This motion, made by Weedin and seconded by Rambali, passed.
Taylor: YEA, Calvin: YEA, Weedin: YEA, Muehlenkamp: YEA, Rambali: YEA
YEA: 5, NAY: 0

- 3.A. Approve the minutes of the November 3, 2025 regular City Council meeting.
- 3.B. Award the bid for the 2026 Crack Sealing Project to Shelco Construction of Paxton, Nebraska in the amount of \$62,100.00, that being the lowest best bid.
- 3.C. Award the bid for the 2026 Armor coating Project to Shelco Construction of Paxton, Nebraska in the amount of \$6.85 per gallon, as well as Alternate No. 1 for providing granite aggregate in the amount of \$38,400.00, that being the lowest best bid.
- 3.D. Approve the Grant of License with Elizabeth Knedlik for the use of a portion of City of

McCook property legally described as Lot 18, Block 2, Westridge Addition to the City of McCook, Red Willow County, Nebraska, for the purpose of installing a fence and authorize the Mayor to sign.

- 3.E. Adopt Resolution No. 2025-35 approving the execution of an Agency Agreement with the Department of Transportation-Division of Aeronautics of the State of Nebraska for Project No. 3-31-0052-022-2026(M04) to be submitted by the Division to the Federal Aviation Administration to obtain federal assistance for the development of the McCook Ben Nelson Regional Airport and authorize the Mayor to sign the agreement and all associated documents.
- 3.F. Accept the minutes of the November 17, 2025 Planning Commission meeting.
- 3.G. Approve the request from Kris Hanchera on behalf of the Peace Lutheran Church to utilize city-owned property at Felling Field and to close the alley between Felling Field and Peace Lutheran Church for their end of year School of Religion party on Wednesday, April 29, 2025 from 2:00 P.M. to 8:30 P.M.
- 3.H. Receive and file the claims for the month of October 2025 and published November 13, 2025.
- 3.I. Approve the bid from Deveny Motors for one (1) new current model year full-size 1/2 ton crew cab 4-wheel drive SSV or PPV truck at \$43,353.00, that being the lowest responsible bid.

4. Regular Agenda.

- 4.A. Authorize city staff to submit a Nuisance Abatement Program Application to West Central Nebraska Development District, Inc.

City Manager Schneider reviewed the process and the area's worked on last year and this year.

Motion to authorize city staff to submit a Nuisance Abatement Program Application to West Central Nebraska Development District, Inc. This motion, made by Weedon and seconded by Taylor, passed. Taylor: YEA, Calvin: YEA, Weedon: YEA, Muehlenkamp: YEA, Rambali: YEA
YEA: 5, NAY: 0

- 4.B. Approve the bid from Motorola Solutions for ten (10) M500 In-Car Camera Recording Devices and sixteen (16) V700 Body-Worn Recording Devices for the purchase price of \$115,315.00, that being the lowest responsible bid.

Police Chief Hodgson reviewed the proposed quote from Motorola with the Council.

Motion to approve the bid from Motorola Solutions for ten (10) M500 In-Car Camera Recording Devices and sixteen (16) V700 Body-Worn Recording Devices for the purchase price of \$115,315.,

that being the lowest responsible bid. This motion, made by Muehlenkamp and seconded by Taylor, passed.

Taylor: YEA, Calvin: YEA, Weedon: YEA, Muehlenkamp: YEA, Rambali: YEA

YEA: 5, NAY: 0

4.C. Council Comments.

Councilmember Weedon thanked Sarah Schneider, McCook Chamber of Commerce Director, and her assistants, for decorating Norris Islands and Norris Park for the upcoming holidays; and city staff for the hanging of the Christmas decorations in the downtown area.

Adjournment.

There being no further business to come before the Council, Mayor Taylor declared the meeting adjourned at 6:21 P.M.

Linda Taylor, Ex-officio Mayor
and Council President

ATTEST:

Lea Ann Doak, City Clerk-Treasurer

**CITY MANAGER'S REPORT
DECEMBER 1, 2025 CITY COUNCIL MEETING**

ITEM: 2.B.

RECOMMENDATION:

Accept the minutes of the Library Advisory Board dated March 13, 2025 and September 10, 2025 and the Housing Agency Board of Commissioners dated July 23, 2025, July 30, 2025, August 27, 2025, September 24, 2025 and October 22, 2025.

BACKGROUND:

Accept minutes from various board and commission meetings.

**FISCAL
IMPACT:** None.

APPROVALS:



Lea Ann Doak, City Clerk

November 24, 2025



Tera Koetter, Assistant City Manager

November 24, 2025



Nathan A. Schneider, City Manager

November 24, 2025

McCook Public Library Advisory Board Meeting Minutes

March 13, 2025 at 4:00 PM CDT

A copy of the Open Meetings Act is posted by the white board on the west wall of the meeting room in the library basement.

1. **Call to order / attendance:** Mary Dueland called the meeting to order with Jody Crocker, Sharon Bohling, Staci Blomstedt, Kevin Cochran, Tracy Kennedy, and Pam Wolford present.
2. **Opportunity for Comments from the Public:** No one was present.
3. Notice of the meeting was given in advance thereof by publication in the *McCook Gazette* on March 8, 2025, the designated method of giving notice, a copy of the proof of publication being attached to these minutes. Advance notice of the meeting was also given to all members of the Library Board. Availability of the agenda was communicated in advance notice. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.
4. **Read and Approve January 2025, meeting minutes:** Kevin made the motion to approve the minutes with a second by Staci. The minutes were accepted 6-0.
5. **Open discussion from board members on items not on the agenda:** None
6. **Unfinished Business:** We were supposed to review Library policies. We reviewed individual suggestions by board members.
7. **Director's Report and update on upcoming activities:** 1. Staci may be removed from the board due to moving outside the city limits. We regret this. 2. The sewer that comes into the Library is broken; it is not directly affecting the Library at the present time. It will be repaired as soon as possible. 3. Terrific Tuesday and Story Time are up and running. They are well attended. 4. Make and Take happened in

Kearney this year. There will only be one presentation due to Jody's health. 5. National Library Week is April 7-11. Scooter's wants to serve the staff drinks and treats in honor of it. They have volunteered to provide coupons for summer reading. 6. There will be a book signing of a book by June Jolly. She wants to come show her book and have a reception. 7. Mandy is sorting through and updating movies.

8. **New Business:** None

9. **Set date for next board meeting:** The next meeting will be Wednesday, May 14, 2025, at 4 PM.

10. **Meeting adjournment:** The motion was made by Kevin to adjourn, and the meeting was adjourned at 4:20 PM

Secretary: Pam Wolford
Pamela L. Wolford

McCook Library Advisory Board Minutes September 10, 2025

A copy of the Open Meetings Act is posted by the whiteboard on the west wall of the meeting room in the library basement.

1. **Call to order / attendance:** Mary called the meeting to order with Jody Crocker, Miranda Perry, Sharon Bohling, Mary Dueland, and Pam Wolford present.
2. **Opportunity for Comments from the Public:** No one was present for comment.
3. Notice of the meeting was given in advance thereof by publication in the *McCook Gazette* on September 5, 2025, the designated method of giving notice, a copy of the proof of publication being attached to these minutes. Advance notice of the meeting was also given to all members of the Library Board. Availability of the agenda was communicated in advance notice. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.
4. **Read and Approve April 2025, meeting minutes:** Sharon made the motion to approve the minutes with a second by Mary. The minutes were accepted 4-0.
5. **Open discussion from board members on items not on the agenda:** None
6. **Unfinished Business:** June Jolly has postponed her book signing until she finishes her next book. The sewer has been repaired.
7. **Director's Report and update on upcoming activities:** 1. Thirteen new computers were put in the Library on Friday. All staff are learning how to use them. 2. Story Time, Move and Groove, and Terrific Tuesdays are up and running. 3. Children's Book Week is November 3-9. Kids can bring stuffed animals to library for a stuffed animal sleepover with a Bluey Overnighter theme. 4. The Smart Board was used last week for one of the groups. 5. A gentleman from the hospital has volunteered to teach 3-D printer use in the future. 6. Steve Sines has dedicated his memorials to the Library. 7. "Justice and Scales" has come to our Library. It is a public service

program for accessing the data base of the courts. We are a pilot program. If it is used, other libraries may also get access. 8. The budget year is over in October. We were picked for a capital improvement project to make repairs the “mushroom” covers out front. 9. Greg Fyn with Honor Bound IT has deemed the Microfish machine reader in need of a computer with which it is compatible. He and may have ideas for making it usable. 10. The Library is having a cleaning out session with sales of items going to the Library Foundation. 11. There is a children’s dinosaur sign up to win a dinosaur next week if your name is drawn. 12. It was suggested that the Library Foundation brochure needs updating. 13. There is a Library “Fall Crawl” happening in until December. Twenty-four libraries are involved. Library visitors must get five stamps from participating libraries in order to submit their entry for five prize baskets to be awarded by the Central Plains Library System. 14. Karen Land and her dog, Noggin, will be visiting our library this fall. This is to celebrate the 100 year anniversary of the publication of the books: *Togo* and *Balto*.

8. **New Business:** The Board discussed the McCook City Library Policies, Community Needs Response Plan, and McCook City Library Technology Plan. They are due October 1, 2025. A motion was made by Sharon and seconded by Miranda. Jody will submit the reports with some changes.

Miranda Perry has been appointed to the Board. There is another vacancy on the board due to Kevin Cochran’s resignation. Election of officers was held. Mary Dueland will serve as the Chair of the Board; Miranda Perry will serve as Vice Chairman; Sharon Bohling will serve as secretary.

9. **Set date for next board meeting:** The next meeting will be Wednesday, November 12, 2025, at 4 PM in the Library meeting room.

10. **Meeting adjournment:** The motion was made by Sharon to adjourn, and the meeting was adjourned at 4:45 PM

Secretary: Sharon Bohling for Pam Wolford
Pamela L. Wolford

McCook Housing Agency
Board of Commissioners Meeting
July 23, 2025
10:00 a.m.

The McCook Housing Agency board of Commissioners met at the East Ward Village Community Room, in attendance were Terry Peterson, Chairman, Shane Fagot, Vice Chairman, Barb Ostrum, Amanda Engall, Linda Martin, Resident Board Member and Carma Earl, Secretary.

Terry called the meeting to order at 10:02 a.m.

Minutes from the last meeting were presented to the commissioners. Shane stated that he had a lot of comments about the budgets, but would cover that when it . Amanda felt that there was more information discussed at the last meeting regarding the budgets. Barb pointed out that there was a lot of discussion that was had, and Carma explained that she pointed out the major bullet points from the discussions. Terry asked if the budget for Prairie Heights was changes, Carma answered that Yes, all the things that were asked to be changed, were changed. Barb made a motion to approve the minutes from the last meeting, Amanda 2nd the motion. Motion passed unanimously.

Housing Agency summaries were presented to the board. Shane commented that he would still like to see the checks for the month, not just highlights of checks that were paid through the month. Carma told the board that she would send out the Accounting Reports and Checks earlier in the month, before the next meeting, and asked that the board members bring their issues or concerns regarding the accounting reports and checks to the meeting, instead of reviewing them at the meeting. Hopefully that will help with the length of the meetings. Carma went through each housing agency summaries with the board. Shane made a motion to approve the housing agency summaries, Amanda 2nd the motion. Motion passed unanimously.

Laura Johnson presented the rent calculation summaries and utility calculations to the board to determine the rent increase at Prairie Heights.

Matt Blevin and Jeramiah Mixner presented the roofing information to the board.

After the presentation, Carma received a text message requiring her to leave the meeting abruptly.

Meeting to be continued....

McCook Housing Agency
Board of Commissioners Meeting - Continuation
July 30, 2025
10:00 a.m.

The McCook Housing Agency board of Commissioners met at the East Ward Village Community Room, in attendance were Terry Peterson, Chairman, Shane Fagot, Vice Chairman, Barb Ostrum, Amanda Engall, Linda Martin, Resident Board Member and Carma Earl, Secretary.

Terry called the meeting to order at 9:56 a.m.

Terry gave a recap of the last meeting. Last meeting ended after Laura's presentation and after the Apple Roofing presentation. The board members stayed and met until 12:30 p.m.

Accounting Reports were presented to the commissioners. Shane made a motion to approve the housing agency summaries, Amanda 2nd the motion. Motion passed unanimously.

Survey of the Trees was next on the agenda. Nate Snyder at the city has hired Miller & Associates to complete a survey of the property at 502 Missouri Ave, behind the B building. Carma notified the board that per Shane's request Carma contacted Doug Terry to do a survey. Doug located the pins and notified Clair and the MHA that the trees were on the city property. Still waiting on the results from the survey from Miller & Associates.

Roof Estimates were discussed. Shane said that he didn't really want to use Apple Roofing and that he wanted Carma to get a quote from Adam Cunningham at Bullseye Roofing. Carma said she would file a claim with AHRMA and get the ball rolling on that. Carma also agreed to call Adam Cunningham and get a quote from him as well. Shane made a motion to file an insurance claim with AHRMA to get the wind and hail damage fixed on all properties, Amanda seconded the motion, motion passed unanimously.

After Laura's presentation the board felt that an increase to \$700 per month rent at Prairie Heights would be fair, and a \$50 per month increase at East Ward Village was necessary. Shane made a motion to increase rents at Prairie Hights and East Ward Village, Barb seconded the motion, motion passed unanimously.

Resolution #673 Budgets: Shane presented new budgets to Carma and the board. Shane went through each of the Housing Agencies and presented his numbers. Shane also informed the board and Carma that with the increase in Maintenance Wages and based on his calculations, Carma would have to fire some of the maintenance staff to make it work. Carma told the board she would take Shane's proposed numbers and go back to the office and rework the budgets, to try and make it work. Resolution #673 was not signed.

Carma asked the board members to do an evaluation of her so that when time came for raises next year, she had a benchmark to shoot for. So that she had goals to achieve for the raise she feels she deserves, the board said they would give her an evaluation, and they would meet on Wednesday, Aug 13th in an executive session meeting to do the evaluation.

The meeting was adjourned at 12:08 p.m. Next meeting to be held on August 27th from 10 a.m. – 12 p.m. at the McCook Housing Agency Community Room.

Attest:

Terry Peterson, Chairman

Carma Earl, Secretary

McCook Housing Agency
Board of Commissioners Meeting
August 27, 2025
2:00 p.m.

The McCook Housing Agency board of Commissioners met at the 502 Community Room, in attendance were Terry Peterson, Chairman, Barb Ostrum, Amanda Engell and Carma Earl, Secretary.

Terry called the meeting to order at 2:05 p.m.

The Board was notified via phone by Shane Fagot of his resignation from the Board. The Board unanimously approved Shane Fagot's resignation.

Minutes from the last meeting were presented to the commissioners. Barb pointed out that in the minutes it stated that everyone met at 502 Community Room, when it should be East Ward Village Community Room. Carma will change that. Amanda made a motion to approve the minutes from the last meeting, Barb 2nd the motion. Motion passed unanimously.

The Housing Summaries were presented to the board. Not a lot was going on, so the overview was short. Carma spoke about the occupancies at each HA, letting the commissioners know that there have been several move in and move outs, but we were working to fill the units as fast as we could. A motion was made by Amanda to approve the Housing Agency Summaries as presented, 2nd by Barb. Motion passed unanimously.

Accounting Reports were presented to the commissioners. Amanda had asked about code 4190.00 Sundry and if Carma could tell the board what went into that account. Carma explained that typically that account is used for extra office expenses such as criminal history. After review, no major questions or discussion was had on the reports. A motion was made by Barb to approve the Accounting Reports as presented, Amanda seconded the motion. Motion passed unanimously.

Carma presented the final amendments to the budgets to the board for approval. Each board member was given the budget with a June 25 column, a "Shane proposal" column, and a "Carma proposal" column to show the differences between the amounts and why the proposal adjustments were made. Carma went through the items one at a time, for discussion purposes. The only changes that were suggested was that the Rental Income for Prairie Heights needed to be adjusted to current rent for 3 months and new rent adjustment at the remaining 9 months for a more accurate amount to work with. Carma will make that adjustment. A motion was made by Amanda to approve the Amendments to the Budgets with the correction to Income for Prairie Heights, 2nd by Barb. Motion passed unanimously.

Apple Roofing was approved by the board as the company to use for the insurance claim on the roofs. Carma will inform Jeremiah Meixner.

A motion was made by Amanda to appoint Barb Ostrum as the Interim Vice Chairman. The motion also included the removal of Shane Fagot from all Housing Agency and East Ward Village bank accounts and the appointment of Barb Ostrum as the authorized signatory on those accounts. The motion was seconded by Terry and approved unanimously.

The meeting was adjourned at 4:33 p.m. Next meeting to be held on September 24th at 10:00 a.m.

Attest:

Terry Peterson, Chairman

Carma Earl, Secretary

McCook Housing Agency
Board of Commissioners Meeting
September 24, 2025
10:00 a.m.

The McCook Housing Agency board of Commissioners met at the 502 Community Room, in attendance were Terry Peterson, Chairman, Barb Ostrum, Amanda Engell and Carma Earl, Secretary.

Terry called the meeting to order at 10:00 a.m.

Newly appointed board member, Doug Skiles, was unable to attend due to work related responsibilities. Doug sent an email introducing himself to the board along with his thoughts on the upcoming meeting agenda items.

Resident Board Members were not in attendance due to work responsibilities and a scheduling mix-up. Both Darius and Mark sent information to the board on how they felt they would be the best fit for the MHA Board of Commissioners. The commissioners held a discussion regarding their thoughts on each candidate and felt that Darius would be the best fit for the housing agency. Carma notified the City Clerk to have him added to the next agenda for the City Council Meeting.

Minutes from the last meeting were presented to the commissioners. Amanda made a motion to approve the minutes from the last meeting, Barb 2nd the motion. Motion passed unanimously.

The Housing Summaries were presented to the board. Not a lot was going on, so the overview was short. Carma spoke about the occupancies at each HA, letting the commissioners know that there have been several move in and move outs, but we were working to fill the units as fast as we could. Terry pointed out that on the Public Housing Summary the Units Vacant says "27" and it should say "3". Carma confirmed that "3" was in fact the correct number, and that was just an oversight on our part. A motion was made by Amanda to approve the Housing Agency Summaries as presented, 2nd by Barb. Motion passed unanimously.

Accounting Reports for July were not ready from Loucks and Schwartz. Carma submitted the login page for the commissioners to see. Amanda asked if we were happy with Loucks and Schwartz and if Carma was interested in looking at different firms. Carma said she would check into what other housing agencies use and get some feedback.

Carma updated the board on the insurance claim and told them that Haag Engineering would be out Oct 1 – Oct 3 to do an inspection of the property.

The board encouraged Carma to call Kyle at the City Offices, as she wasn't getting anywhere with Nate on the trees at the 502 B Building.

Resolution #674 was presented to the board regarding the approval of the new Mission Statement that the McCook Housing Agency team came up with. A motion was made by Amanda to approve the Mission Statement as presented, 2nd by Barb. Motion passed unanimously. The board asked that in the next approval of policy that we show the "Old" policy in comparison with the "New" policy. This will help the board see where we were and how we are changing for the good.

Resolution #675 was presented to the board regarding the approval of a new Social Media Policy. The board felt this was a good idea and with the changing times, needed to be added. A motion was made by Amanda to approve the Social Media Policy, 2nd by Barb. Motion passed unanimously.

Carma presented an idea to the board that she would like to purchase Cedar Inn and turn it into Emergency Housing for the community. Discussion was held by the board, and Amanda suggested that Carma speak with a

possible developer to collaborate with on this project. She had someone in mind and would get in touch with them and set up a meeting. Amanda also mentioned that Jessica Bortner at the City was excellent in grant writing, and Mike Simmons and Christy McClung might also be a few individuals to lean on with this idea.

The Board asked that Carma email out the current By-Laws as that might be a great place to start with the updating of policies and procedures at MHA.

The meeting was adjourned at 11:50 a.m. Next meeting to be held on October 22, 2025 @ 10:00 a.m.

Attest:

Terry Peterson, Chairman

Carma Earl, Secretary

McCook Housing Agency
Board of Commissioners Meeting
October 22, 2025
10:00 a.m.

The McCook Housing Agency board of Commissioners met at the 502 Community Room, in attendance were Terry Peterson, Chairman, Barb Ostrum, Amanda Engell Doug Skiles, Justin Easter, Resident Darius Bolli, and Carma Earl, Secretary.

Terry called the meeting to order at 10:00 a.m.

Introduction of the new members to the current board of commissioners.

Minutes from the last meeting were presented to the commissioners. A discussion was had about Loucks and Schwartz and their timeliness to get the financials to the HA. The board asked that Carma call Jake at Core, CPAs and just do a little price shopping. Amanda made a motion to approve the minutes from the last meeting, Barb 2nd the motion. Motion passed unanimously.

The Housing Summaries were presented to the board. Not a lot was going on, so the overview was short. Carma spoke about the occupancies at each HA, letting the commissioners know that there have been several move in and move outs, but we were working to fill the units as fast as we could. Carma spoke to the board about needing to do remodels on the apartments as the condition that tenants are leaving the places is ridiculous. A discussion was held on possibly using a "Rent Wise Program" to encourage landlords to use Vouchers. A motion was made by Amanda to approve the Housing Agency Summaries as presented, 2nd by Barb. Motion passed unanimously.

Accounting Reports for July were not ready from Loucks and Schwartz. Discussion was held on if the firm should stay with Loucks and Schwartz. Carma notified that board that she asked the other HAs who they use and the majority of them use Loucks and Schwartz. However, Core CPAs (who we use at EWV) was mentioned by a few of the HAs. Carma said she has a good working relationship with Jake and would send him an email. Doug mentioned that CPAs are hard to find and we shouldn't be too quick about firing them. Doug asked if we could get an interim statement, a P&L, Balance Sheet and Summary % by month from Jennifer before next meeting, so the board could see where we sit. Carma said she would try to get that information from Jennifer.

Carma updated the board on the insurance claim and told them that she filed a complaint with the Nebraska Department of Insurance and they would follow up with me as soon as possible.

Carma and Amanda filled the board in on a project that the MEDC was working on and the developer was interested in the Housing Agency being apart of the project. Carma and Amanda both felt that working with the developer might help bring the idea that Carma previously presented to life at St. Catherines. More updates to come.

Through discussion Amanda mentioned that it might be beneficial for the HA to have the Fire Marshall come to the community room and do an inspection and give the HA a "Maximum Capacity" for us to follow. Carma said she would get something scheduled.

The meeting was adjourned at 11:31 a.m. Next meeting to be held on November 19, 2025 @ 10:00 a.m.

Attest:

Terry Peterson, Chairman

Carma Earl, Secretary

**CITY MANAGER'S REPORT
DECEMBER 1, 2025 MCCOOK CITY COUNCIL MEETING**

ITEM NO. 2.C.

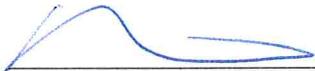
Approve and authorize the Mayor to sign a grant acceptance form for a grant awarded to the City of McCook by the McCook Community Foundation Fund in the amount of \$500,000.00 for the PFC Gerald L. Walters Youth Sports Complex.

BACKGROUND:

In September, the City of McCook submitted a grant application to the McCook Community Foundation Fund (MCFF) to be used for the PFC Gerald L Walters Youth Sports Complex project. City personnel presented the project to the MCFF Committee on September 30, 2025. In November, the City of McCook was awarded a \$500,000 grant to be payable at a rate of \$50,000 a year for 10 years.

A copy of the grant acceptance form is attached for review.

APPROVALS:



Nathan A. Schneider, City Manager

November 24, 2025



Lea Ann Doak, City Clerk

November 24, 2025



Tera Koetter, Assistant City Manager

November 24, 2025



GRANT ACCEPTANCE FORM

Terms of the Grant: The grant to your organization from the McCook Community Foundation Fund, an affiliate of the Nebraska Community Foundation, (Foundation) is for the explicit purpose(s) described below and is subject to your acceptance of the following terms:

Grantee: City of McCook

Date Authorized: November 12, 2025 Amount Authorized: \$ 500,000

Purpose: Construct Youth Sports Complex

Verification: Your signature on this Grant Acceptance Form is verification that these funds will be utilized as stated above. All grants are made in accordance with current and applicable laws and pursuant to the Internal Revenue Service Code, as amended, and the regulations issued thereunder.

Accounting: The grantee organization is responsible for the expenditure of funds and for maintaining adequate supporting records consistent with generally accepted accounting procedures.

Reporting:

- The grantee shall send to the Foundation office copies of all publicity regarding the grant, including print media and information materials that are related to the project supported by the grant.
- In all public statements concerning the grant—press releases or other reports—grantees are requested to state that *the grant was funded by the McCook Community Foundation Fund, an affiliate of the Nebraska Community Foundation.*
- The grantee shall return the Grant Reporting Form no later than **60 days** of completion of the project. The form is also available as both a fillable form or printable format on the MCFE website, www.mccookfoundation.org.
For MCFE's records as well as yours, please provide a date the Grant Reporting Form will be returned (Must be within 60 days of the event or completion of the project): Estimated completion date
September 2026
- The grantee will either provide a picture of the grant in use or work with MCFE coordinator to take a picture to be provided with the Grant Reporting Form submission or before.

Reversion of Grant Funds: The grantee will return to the Foundation any unexpended funds at the close of the grant period. Funds also will be promptly returned:

- a. If the Foundation determines that the grantee has not performed in accordance with the Grant Acceptance Form or has not met the specific grant conditions of the approved program and its supporting budget.
- b. If the grantee loses its exemption from federal income taxation as provided for under "Section 501(c)(3) of the Internal Revenue Code.

Limit of Commitment: Unless otherwise stipulated in writing, this grant is made with the understanding that the Foundation has no obligation to provide other or additional support to the grantee. The foregoing conditions are hereby accepted and agreed to as of the date indicated. Please sign and return within 1 week of receipt.

(Authorized Signature)

(Print Name, Title & Date)

*Fund Advisory Committee: Matt Sehnert, Jeff Gross, Peggy Been, Sean Wolfe,
Cindy Huff, Dennis Berry, Dale Dueland, Amanda Engell, Dr. Bill Graves, Gavin Harsh,
Linda Taylor, Pam Wolford; McCook Coordinator Ronda Graff*

**CITY MANAGER'S REPORT
DECEMBER 1, 2025 CITY COUNCIL MEETING**

ITEM: **2.D.**

Approve the automatic renewal of all current retail liquor licenses in the City of McCook for the year 2026 and instruct the City Clerk to publish individual notice of the right of automatic renewal of each license.

BACKGROUND:

A liquor license issued by the Nebraska Liquor Control Commission and outstanding may be automatically renewed by the Commission without formal application upon payment of the state registration fee and license fee to the Commission.

The City Clerk shall publish one time between January 10 and January 30 of each year, individual notice of the right of automatic renewal of each retail liquor and beer license, except Class C licenses which are published one time between July 10 and July 30, using the form presented in Section 53.135.01 of the Nebraska Liquor Act. A list of existing license holders and the type of license they hold is also included.

In the attached City Manager's Report prepared by Police Chief Hodgson, he recommends automatic renewal of all liquor licenses.

**FISCAL
IMPACT:** None.

APPROVALS:



Lea Ann Doak, City Clerk

December 13, 2023

**CITY MANAGER'S REPORT
DECEMBER 1, 2025, CITY COUNCIL MEETING**

ITEM: _____

RECOMMENDATION -- Approve the automatic renewal of liquor licenses in the City of McCook.

BACKGROUND:

Liquor Licenses in the City of McCook:

Retail License Name (DBA)

1. Axe House	219 Norris Ave.
2. Bottle Shop	309 E. B St.
3. Casey's General Store #1954	810 E. B St.
4. Casey's General Store #2291	704 W. B St.
5. Casey's General Store #2984	204 W. B St.
6. CITTA' DELI	110 W. 1 st St.
7. Cobblestone Hotels & Suites	1301 N. Hwy 83
8. Coppermill Restaurant & Lounge	202 Coppermill St.
9. Eagles Fraternal Order 2769	805 E. B St.
10. El Puerto 3	309-311 Norris Ave.
11. Fresh Foods	212 Westview Plz.
12. Heritage Hills Golf Course	6000 Club House Dr.
13. Hi Times Convenience	606 E. B St.
14. Holiday Inn Express McCook	711 N. Hwy 83
15. Knights of Columbus 1126	308 E. 9 th St.
16. Loop & Yard Brewing Co. & Taproom	801 W. C St. Ste. 5B
17. N-Stant Convenience Store 1	1111 W. B St.
18. Old Sarge's Bar	114 W. 1 st St.
19. Outlaws 1882 Saloon	1006 W. B St.
20. Pizza Hut of McCook	811 N. Hwy 83
21. Spirit Shop	503 W. B St.
22. Taste of Texas BBQ	112 W. 11 th St.

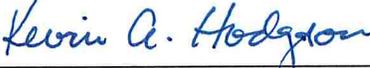
- 23. Tequilas Mexican Grill
- 24. The Station
- 25. TJ's Family Fun Center
- 26. Walmart #790

- 205 Norris Ave.
- 404 W. A. St.
- 1511 N. Hwy 83
- 1902 W. B St.

Violations: None

**FISCAL
IMPACT:** None.

APPROVALS:



Kevin Hodgson, Police Chief

November 20, 2025



Nathan A. Schneider, City Manager

November 20, 2025

**CITY MANAGER'S REPORT
DECEMBER 1, 2025 MCCOOK CITY COUNCIL MEETING**

ITEM NO. 2.E. Approve Resolution No. 2025-38 approving the rescinding of a portion of Resolution No. 2025-11 which previously declared certain properties a nuisance and which now have been abated and cleared of the nuisance as deemed by WCNDD and as declared in the Resolution.

BACKGROUND:

WCNDD evaluated properties in their designated area. Letters were then sent out by WCNDD to property owners that were in violation of McCook's Code of Ordinances requesting that these violations be resolved. WCNDD has done follow-up evaluations. After WCNDD's final evaluation, a portion of the properties declared a nuisance in Resolution No. 2025-11 have been abated and cleared of nuisances and should be rescinded from the resolution.

WCNDD is requesting the City Council to approve Resolution 2025-38 which rescinds portions of Resolution No. 2025-11 in regards to the following property:

2025 MCC 103 - 102 S 8th St., McCook, NE
2025 MCC 120 - 210 S 7th St., McCook, NE

APPROVALS:



Nathan A. Schneider, City Manager

November 24, 2025



Lea Ann Doak, City Clerk

November 24, 2025



Tera Koetter, Assistant City Manager

November 24, 2025

RESOLUTION NO. 2025-38
Rescinding Nuisance Properties in Resolution No. 2025-11

WHEREAS, the City of McCook (hereinafter the City) is engaged in a Nuisance Abatement Process; and

WHEREAS, the City appointed the West Central Nebraska Development District (WCNDD) as Nuisance Officer; and

WHEREAS, WCNDD identified and confirmed that in its opinion a nuisance exists as defined by Federal, State, City law; and City Council, at a regular meeting, identified nuisance property, supported by evidence; and

WHEREAS, WCNDD now has evidence that certain nuisance violations declared in Resolution No. 2025-11, are abated and the property cleared of nuisances.

NOW THEREFORE, BE IT RESOLVED, that the City of McCook rescinds Resolution No. 2025-11 on the following property:

CASE NO. ___ PID/PHYSICAL ADDRESS

2025 MCC 103 - 102 S 8th ST, McCook, NE

2025 MCC 120 - 210 S 7th ST, McCook, NE

PASSED AND APPROVED this 1st day of December, 2025.

Linda Taylor, Ex-officio Mayor
and Council President

ATTEST:

Lea Ann Doak, City Clerk-Treasurer

**CITY MANAGER'S REPORT
DECEMBER 1, 2025 MCCOOK CITY COUNCIL MEETING**

ITEM NO. **3.A** Update regarding the youth sports complex project.

BACKGROUND:

Staff would like to keep this item as a place keeper on the McCook City Council agendas while we work through the planning and construction process for the sports complex. Attached to this report are recent drone photos of the project.

APPROVALS:



Nathan A. Schneider, City Manager

November 26, 2025



Lea Ann Doak, City Clerk

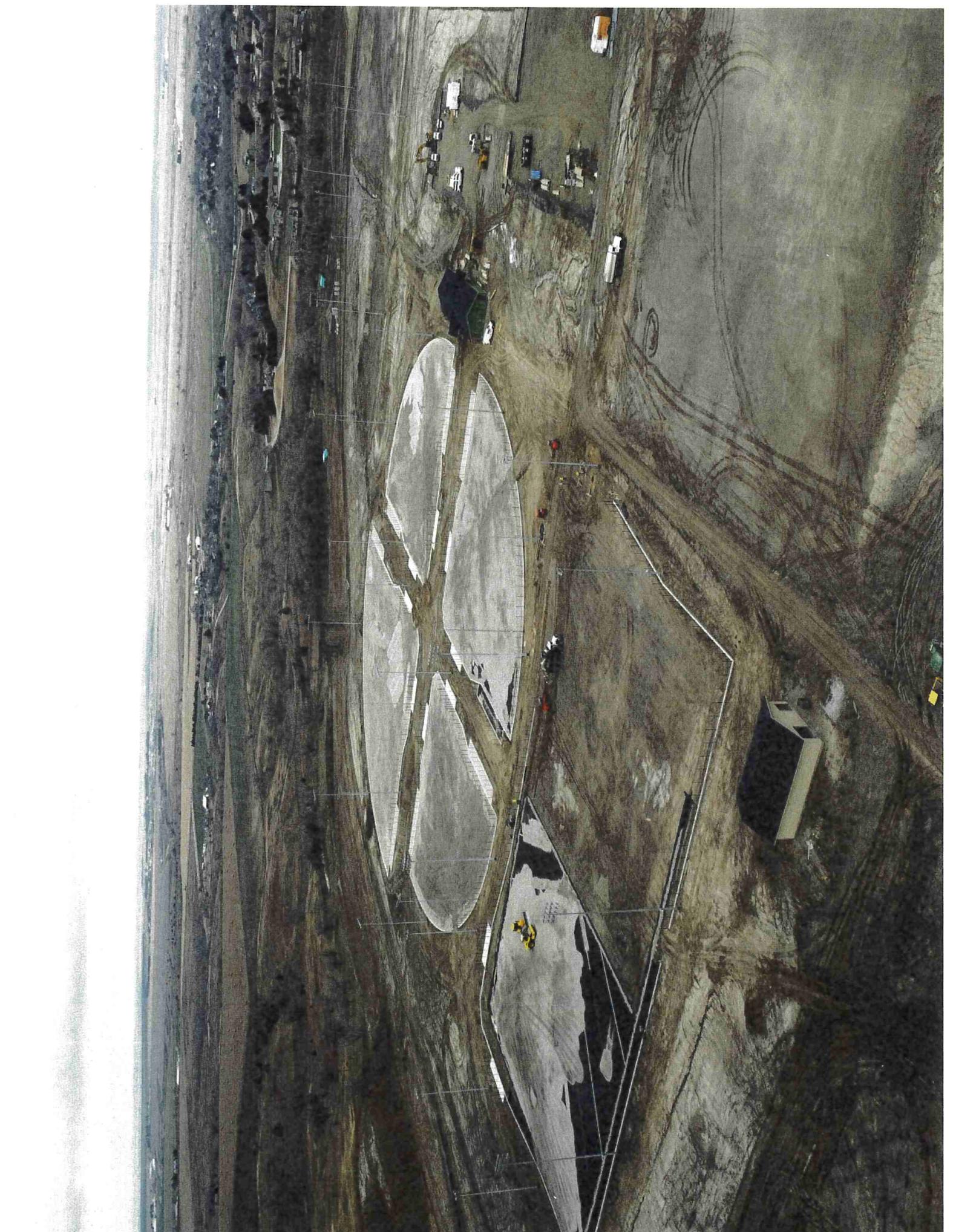
November 26, 2025



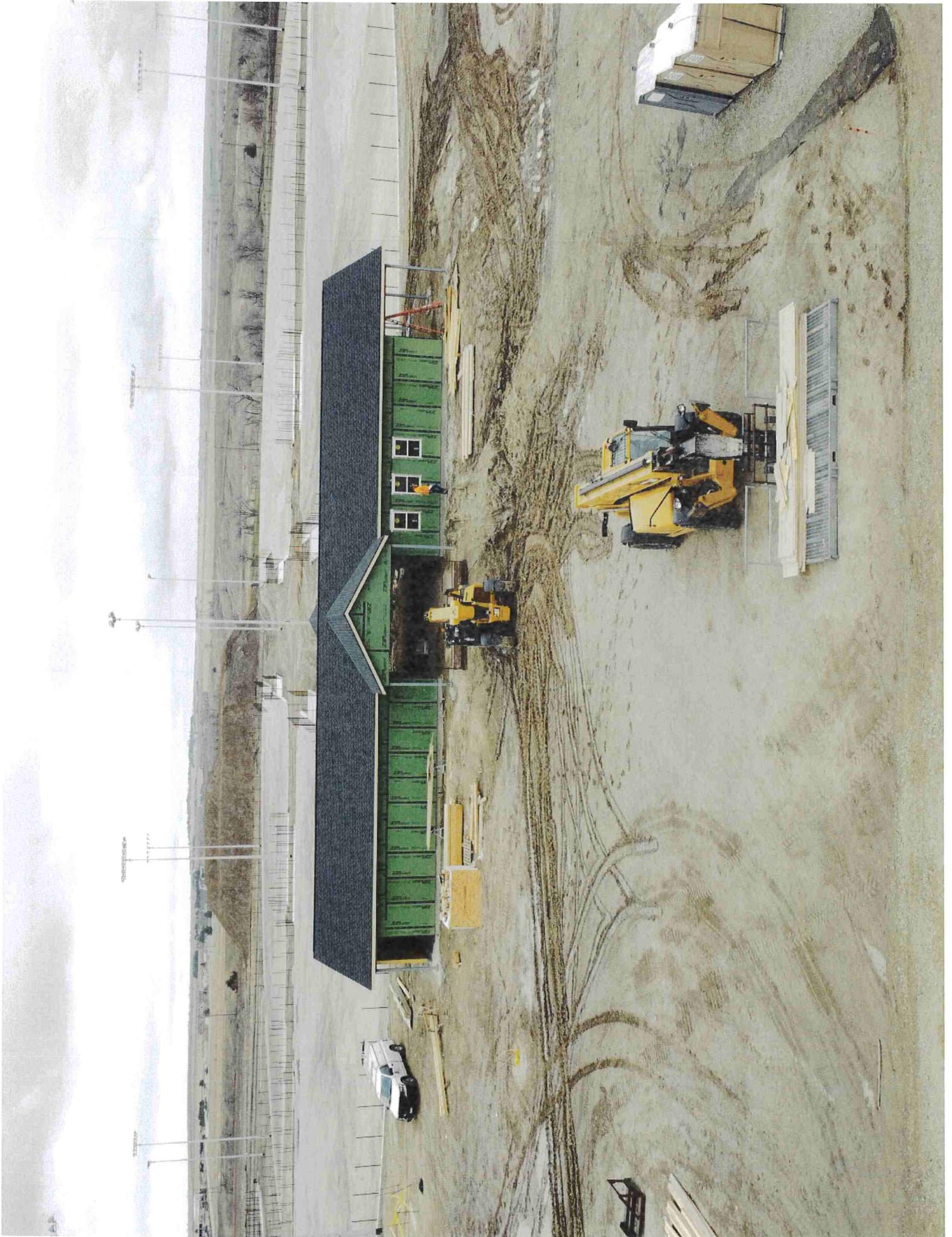
Tera Koetter, Assistant City Manager

November 26, 2025

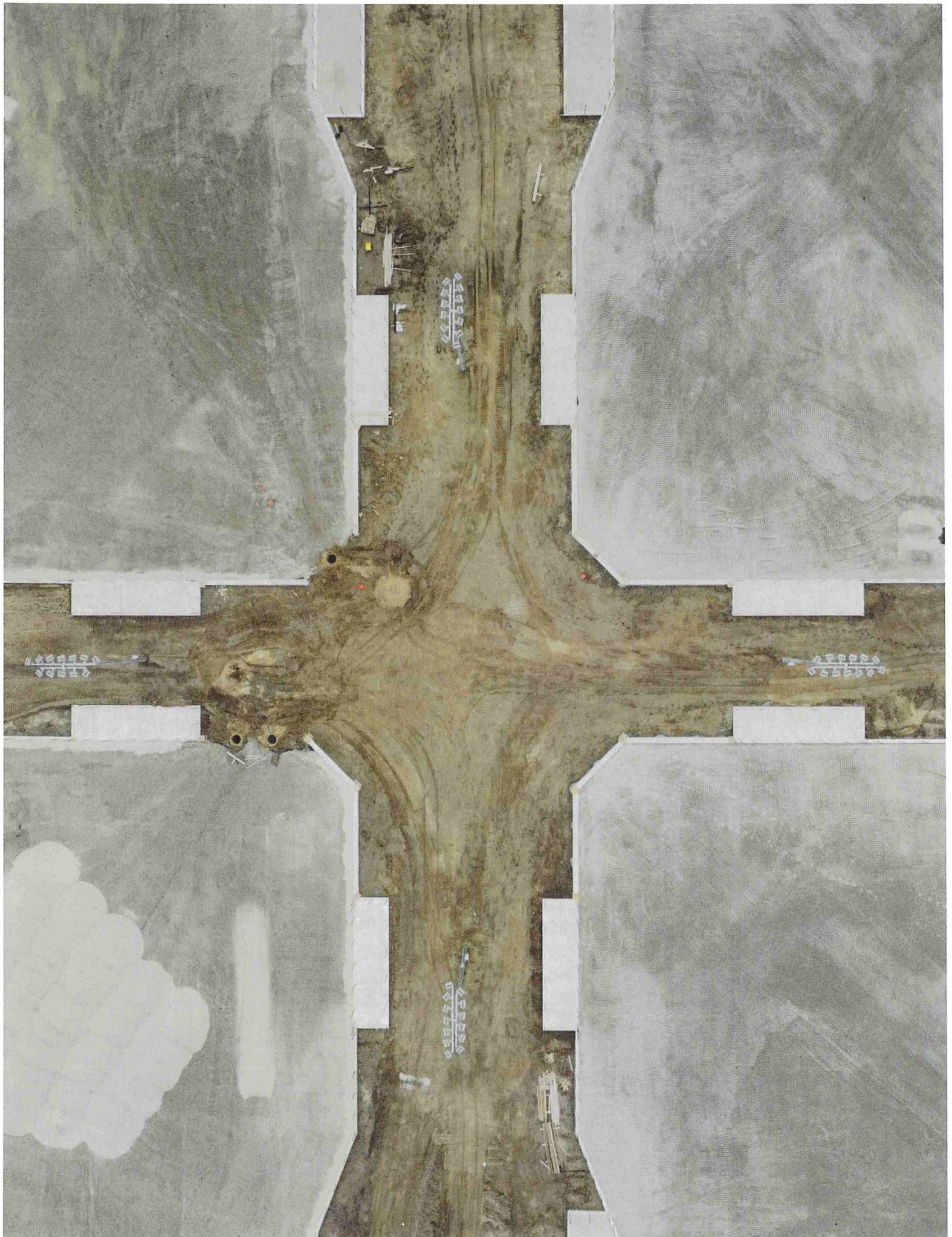














CITY MANAGER'S REPORT

December 1, 2025 MCCOOK CITY COUNCIL MEETING

ITEM NO. **3.B** Presentation regarding proposed ACE fund policy.

BACKGROUND:

The Public Alliance for Community Energy (ACE) pays a dividend to its communities based on volume. The ACE funds have been used for community betterment projects. Staff has been asked to review a policy provided by Council Member Weedon, make modifications to fit McCook's preferences, and present the policy to the City Council.

APPROVALS:



Nathan A. Schneider, City Manager

November 11, 2025



Lea Ann Doak, City Clerk

November 11, 2025

**City of McCook
Guidelines for ACE funds**

1. Only non profit 501c3 organizations are eligible to request ACE funds.
2. The City Clerk will provide information as to the amount of funds available.
3. The ACE funds shall be used to make McCook a better place to live, attract people to McCook, and/or promote McCook. To make McCook a strong community these funds need to focus on economic and community development. It's economic health and vibrancy, community betterment, and community celebrations.
4. The ACE funds may not be used for operational expenses or any other improvement of the organization. The ACE funds may only be used for the project specified in the application.
5. The McCook City Council shall review the funds application. The City Council shall approve the recipient and the amount rewarded.
6. The applicant shall receive notice of acceptance or denial.
7. The City of McCook reserves the right to award a project less than the requested amount. Additional documentation from the applicant prior to final approval may be requested by the City Council.
8. Once funds have been awarded, the City of McCook reserves the right, but is not required, to increase the funds awarded upon receipt of the applicant's additional request. Further, the City of McCook reserves the right to reduce or terminate the funds in the event the project is not proceeding in a timely and professional manner, or in the event of unforeseen circumstances.
9. Any project receiving ACE funds are subject to an audit at the discretion of the City of McCook.
10. The City of McCook's general and enterprise funded needs will take priority over grants (non-profit organization requests).

City of McCook
Application for use of ACE funds

Organization Name: _____

Contact Person: _____
Name, Title

_____ Telephone number, email

Amount Requested: _____

Proposed use of funds (be specific: project timeline and describe all recognition levels available)

Other sources and amounts of funding (be specific)

Organizational information (brief description of your organization, its history and purpose-provide documentation)

Estimate the number of persons who will, or how the community will, benefit from the project:

The undersigned is executing this application on behalf of the above name organization.

Signature, Title Date

CITY MANAGER'S REPORT

December 1, 2025 MCCOOK CITY COUNCIL MEETING

3.C.
ITEM NO. ___ Presentation by staff of a proposed City of McCook donation policy.

BACKGROUND:

It is necessary for the City of McCook to establish a policy for private donations. City staff would like to create a broad donation policy to encompass as many possible donation scenarios as possible. It is staff's hope that the implementation of a donation policy will provide the City of McCook with a consistent method for accepting gifts to help avoid burdensome and/or impossible demands, as McCook experienced during the initial iteration of the sports complex project.

Attached is a draft of the proposed policy for the City Council's review.

APPROVALS:



Nathan A. Schneider, City Manager

November 11, 2025



Lea Ann Doak, City Clerk

November 11, 2025



Tera Koetter, Assistant City Manager

November 11, 2025

GIFTS AND MEMORIALS POLICY

Approved by City Council **??/??/????**

Purpose

The purpose of this policy is to provide guidelines and procedures for considering and receiving proposed donations to the City of McCook. Historically, the City of McCook has been enriched by the generous donations of individuals and entities in support of the McCook community. The City will review proposed gifts and memorials for the purpose of assisting the donors in reaching their intended goals while recognizing the mission, goals, plans, resources, and limitations of the City as a whole. It is intended that this policy provide a thoughtful review process which considers the intentions of the donor, is sensitive to the needs and desires of the community and is sensitive to the costs associated with proposed gifts and donations, including long-term costs of maintenance and care.

Policy

This policy shall cover all donations and gifts to the City of McCook. The City of McCook retains sole discretion to determine whether to accept or decline any proposed gift or donation. This policy shall not be construed to create any right for any individual or organization to make any improvement or place any items on any public property within the City of McCook regardless of whether the proposal meets any or all the criteria contained herein.

Definitions

Donation(s)/Gift(s): Any item proposed to be deeded or otherwise given or donated to the City of McCook including, but not limited to, endowments; real property; public improvement projects or proposals; structures or portions of structures; money; negotiable securities; material; equipment; improvements to facilities or land; statues; monuments; tributes; sculptures; murals and other public works of art; plaques; and graphics or signs.

Donor: A private individual, for-profit company, non-profit organization, public agency, or any other entity wishing to make a donation or gift to the City of McCook.

Donor Recognition Object: A physical object such as a plaque or sign placed to acknowledge a donation or gift.

Monument/Memorial: An item or object established to preserve the memory of a deceased person(s) or an event that occurred in the past. Any statue, sculpture, mural or other structure or landscape feature designed to perpetuate in a permanent manner the memory of any person, group, event or other significant element of history.

Park Amenity: Typical park improvements that contribute to the traditional use of park land such as benches, play structures, picnic tables, shelters, sports facilities, trails, etc.

Public Art: Works of art including, but not limited to, paintings, prints, sculptures, and murals.

Public Improvement Project/Proposal: A capital project(s) request consisting of real property, structures, portions of structures, materials and/or equipment for construction or renovation of a structure or landscape feature. Maintenance activities such as weeding or replanting established gardens are not considered public improvement projects for purposes of this policy.

Tribute: An item, object or gift designed to acknowledge the contributions of a living person(s) to a society. Projects recognizing groups such as persons with cancer or other life-threatening illnesses are also considered tributes.

Procedure

As donations and gifts vary greatly, the review process may be tailored according to the type of gift or donation proposed and the complexity of the proposal. Those wishing to make a gift or donation are encouraged to contact the McCook City Manager at the earliest possible time to discuss the proposed gift and the process for review.

Donation Agreement Form

Donors may be asked to complete and submit a Donation Agreement Form. The City of McCook Staff may assist the donor with completion of the form. This form shall be approved by the City Manager and shall include, as appropriate and applicable, the intent of the proposal, cost estimates, size, proposed location, timeline, site drawing, future maintenance requirements and other information the City Manager may deem necessary and/or useful. The completed form will be submitted to the City Manager for review and recommendation to the City Council, if required.

Monetary Gifts and Donations/Gifts and Donations of Negotiable Securities

Previously established funds or campaigns: The City Manager is hereby authorized to accept any monetary gifts or donations to be made for City Council approved/established/budgeted fund or capital campaign(s).

Undesignated/unconditional monetary gifts/donations: The City Manager is hereby authorized to accept any undesignated monetary donations and any unconditioned monetary donations made to the City and shall deposit such money with the City Clerk. The amounts shall be deposited in the account(s) most appropriate to the intentions of the donor(s) when identified, otherwise amount shall be deposited in accounts deemed appropriate by the City Manager, or when necessary, the City Council.

Conditioned donations: If a monetary donation is conditioned or donated specifically for a new public improvement project, memorial, work of public art, tribute, or new program; the City Staff shall assist the donor to complete a Donation Agreement Form. The Donation Agreement shall not take effect until the City Council has specifically accepted the conditioned donation.

Negotiable securities: The City Manager is hereby authorized to accept donations of negotiable securities when in his/her professional judgement, in consultation with the City Clerk, acceptance of the proposed donation is in accordance with the statutes, rules, and regulations governing municipal finances and investment; and, the proposed donation is not subject to conditions, is for a previously approved/established/budgeted fund or campaign, or is for a conditional donation that has been approved pursuant to this policy. Negotiable securities may be held or sold at a marketable rate and the proceeds of such sale used as specified by the donor or as may be deemed appropriate and in the best interests of the City.

Gifts of Real Property

The City Manager shall review any proposed donation of real property and make recommendations to the City Council. Proposed gifts or donations of real property shall be reviewed for suitability for the intended use or potential for resale; any conditions which may be placed upon the use of the property by the donor; potential environmental concerns; probable maintenance costs; potential infrastructure costs; and any other relevant information. Appraisals of the property may be requested from the donor. All gifts or donations of real property that is intended to be used for park purposes shall be reviewed by the Public Works Director, for recommendation to the City Council for City Council approval. All gifts of real property shall be transferred from the donor to the City by warranty deed.

Non-Monetary Gifts and Donations (Excluding Real Estate)

The City Manager is hereby authorized to accept donations of materials or other items for previously approved/established/budgeted projects or materials or other items, provided such items have an estimated total value of \$3000 or less, and the donation is made without condition or restriction, and such items are typical for use in a City department. If the estimated value exceeds \$3,000, or if the donation is made subject to conditions or restrictions, then the matter shall be referred to the City Council for the City Council's possible approval.

For gifts and donations including, but not limited to, substantial gifts such as public art, memorials, tributes, and public improvement projects, the City Staff shall assist the donor in completing a Donation Agreement Form and forward the completed form to the City Manager for review and recommendation to the City Council, and the City Council shall make the decision of whether to accept the donation. The City Manager and City Council shall consider the circumstances surrounding the proposed gift including the criteria as enumerated within this policy and as may be applicable to the proposed donation.

Criteria for Evaluating Gifts and Donations

In order to assist potential donors to fulfill their desires to make a gift or donation to the City of McCook and to ensure that all gifts and donations are consistently, fairly, and thoughtfully reviewed, the City will be guided in its review of proposed gifts and donations by the following guidelines:

1. Donations of memorials/tributes/public improvement projects and works of art: when reviewing proposed donations of memorials, tributes, public improvement projects and works of art, the following criteria shall be considered, as well as any other criteria which may be relevant on a case-by-case basis.
 - A. Consistency with the mission and policies governing the City of McCook.
 - B. Whether the proposed donation/gift provides improvements to an area of the City which may be deficient in public amenities.
 - C. Whether the proposed donation/gift promotes the preservation of historical and cultural aspects of the community.
 - D. Whether the proposed gift/donation has an educational component.
 - E. Whether the proposed gift/donation helps promote conservation, preservation and protection of the natural environment.
 - F. Whether the proposed gift/donation helps promote preservation of natural areas and green spaces where such preservation is suitable, is contemplated by plans, or is otherwise desirable.
 - G. Whether the proposed gift/donation is suitable for the purpose proposed.
 - H. Whether the proposed gift/donation is compatible with the proposed location, if one has been identified, and other uses of the public space.
 - I. Whether the proposed gift/donation contributes to, or detracts from, the aesthetic qualities of the surrounding area and other improvements.

- J. Whether the proposed gift/donation quality, scale, and character is harmonious with the surrounding public or park setting.
- K. Whether the proposed gift/donation replaces aging, outdated or unsafe infrastructure or reuses, rehabilitates, or restores an existing park or municipal feature.
- L. Financial implications to the City based upon the cost of the proposed gift/donations or project implementation including installation and ongoing maintenance if applicable and whether the gift/donation covers any anticipated costs.
- M. Provision by the donor for ongoing maintenance and cost of relocation and removal, if necessary.
- N. Susceptibility of the gift/donation to wear and vandalism.
- O. Whether any public safety or security issues are identified and the potential danger to the public health, safety or welfare associated with the proposed gift/donation.
- P. Whether the proposed gift/donation complies with all applicable codes including building codes and Americans with Disabilities Act, requirements, and related laws.
- Q. Whether the proposed gift/donation is restricted in any manner and the impact of those restrictions and contingencies.
- R. Proposed gift/donation must not promote any political, religious, or business advertising activities or be of a nature that could reasonably cause offense or the appearance of impropriety.

Works of Art

In addition to the above-listed criteria, if the proposed gift/donation is a work of art, the following criteria shall be considered as well as any other criteria which may be relevant on a case-by-case basis.

- A. Quality of the work based upon a professional assessment of the work, detailed written proposal, drawing or photographs.
- B. Suitability of the theme of artwork to a public venue.
- C. Appropriateness of the artwork to the site, in the case where a particular site has been requested or identified.
- D. Appropriateness of the process for selecting the artist or artwork.
- E. Qualifications of the artist based upon documentation of past work and the artist's professional qualifications.

Memorials/Tributes/Naming

The City respects the desire of individuals to commemorate special events or the lives of loved ones, living and deceased. However, the City also recognizes that community spaces are established for the enjoyment of the public. The City also recognizes the important contributions of many individuals to community life and that it is simply impossible to recognize all of those contributions. To that end, if the proposed gift/donation is a memorial or tribute or a non-commercial request to name a public space or other item, the City shall consider the following criteria, as may be appropriate to the particular donation, in addition to those criteria identified above:

- A. The proposed donation must represent a person or event deemed significant to the City of McCook's history; names of individuals who have made a significant contribution directly and locally to the City shall be preferred over the names of national figures.
- B. Whether any increased use of park or public areas resulting from the placement of the memorial tribute is appropriate to the surrounding context and uses.
- C. When possible, the family should be contacted and allowed an opportunity to comment upon the naming of a building, park, or facility after an individual.
- D. In and of themselves, contributions of land or money for public facilities shall not be considered solely for naming or renaming facilities after individuals, in tribute or memoriam.

Donor Recognition Objects

The City of McCook appreciates the desire of some donors to be recognized either personally or on behalf of another for their generous donation. If a donor recognition object is to be included as part of a proposed gift/donation, such object should be specially identified and submitted with the donation application for approval. In general, it is the policy of the City to limit donor recognition objects to plaques or other recognition objects which are diminutive in scale relative to the donated object and do not detract from green space areas and/or which are part of an approved project involving the use of personalized decorative tiles or pavers. The City Manager or his or her designees, are authorized to approve donor recognition objects which are proposed in accordance with this policy.

Private Construction

If construction of a public improvement project is coordinated or contracted for by the donor, the donor will be responsible for complying with all federal, state, and local laws which may include competitive bidding and state and federal wage rate laws. The donor will also bear the cost of all necessary permits, approvals, project management, design, installation, and manufacture of the gift/donation unless these costs are specifically accepted or waived by the City. The City shall have the ultimate say when selecting the project manager's, designers, installer, and manufacturer of privately constructed projects.

- A. Proof of compliance with the City's insurance requirements for contractors will be required before work may commence on any public improvement project
- B. Improvements made in a public place become the property of the City of McCook and are subject to the laws, policies, and procedures of the City.

Removal of Donations and Recognitions

The City is not obligated to replace any gift/donation or improvement if it is lost, stolen, damaged, or worn. The City also reserves the right to remove any donation, donation recognition object, monument, memorial, park amenity, public art, public improvement project, tribute, or other item of recognition for any reason, which may include but not limited to safety reasons, deterioration caused by age, neglect, or vandalism, and/or the City's inability to finance ongoing maintenance or repairs.

Conditions of Acceptance

The following are conditions applicable to the City's acceptance of any donation:

Donated items shall immediately become the sole property of the City of McCook.

Installation of donated items will be done by a licensed contractor or city staff and must be scheduled at a time and date as determined by the Public Works Director so as not to unnecessarily interfere with routine maintenance activities.

The City may remove and/or relocate donated elements and their associated donation acknowledgments including memorial plaques. The City will make reasonable efforts to contact the source of the donation prior to restoring, removing, or relocating donated elements.

When a donated item has ended its useful life, the donor may choose to replace the element or it may be removed by the City. Donated elements that have deteriorated and cause a danger to the public will be immediately removed.

Conflicts of Interest

The City shall consider potential conflicts of interest and the appropriateness of all potential donations. All donors will be required to disclose if they or a company or organization they work for is involved in any business with the City of McCook or is seeking the City as a client or intends to respond to an RFP from the City.

Acknowledgements and Anonymity

All donations for which the donor does not request anonymity may be acknowledged by the City Council. For a monetary gift given in memorial, tribute, bequest, or in recognition of someone, a letter may be sent to the person or family of the person being honored. The City of McCook is a municipal entity and subject to the provisions of Nebraska public record laws and statutes, therefore, the City cannot guarantee anonymity of individual donors but will work with individuals who wish to remain anonymous in their donations to provide appropriate means for those individuals to make their gifts/donations while maintaining their privacy.

Appraisals

The City may, at its discretion, or as required by law, request or require an appraisal of real property or personal property prior to acceptance of any gift or donation.

Waiver of Terms of this Policy

The City Council may waive any of the criteria specified within this policy upon a finding that it is in the best interests of the City to do so.

Tax Liability

It is the responsibility of the donor to assign a monetary value to the gift for tax purposes. Information provided by the City, its officials, employees, or agents in connection with gifts/donations is intended to be informational only and is not intended to substitute for professional financial or legal advice or opinions. The City of McCook makes no representations or guarantees as to the tax implications of any gift or donation made to the City. Donors are responsible, and are advised, to obtain their own tax and financial advice from appropriate professionals.

Reports to the City Council

Annually, after the close of the fiscal year, the City Clerk may provide a report to the City Council including details of all gifts/donations with a value greater than \$5,000.



City of McCook Monetary Donation Form

Donor Information:

Name: _____ Date: _____

Address: _____ Phone number: _____

E-Mail address: _____

Hereby gives the City of McCook \$ _____, which is:

for unrestricted use; or

for the purpose of:

Any funds in excess of the amount required for the above purpose (if specified):

may be used for _____

shall be returned to the donor

may be applied to any other project or fund deemed appropriate by the City Manager

The City of McCook will make reasonable efforts to accommodate the intended purpose of the donation but reserves the right to utilize, relocate, and/or dispose of any item funded through donated funds as the City may deem fit.

Do you have or are you currently seeking to establish a contractual relationship with the City of McCook?

Yes _____ No _____

If so, please disclose the nature of the contractual relationship.

This donation is subject to the City of McCook Gifts and Memorials policy.

By signing this application, I confirm that I have read and understand the City of McCook Policy regarding donations and that the information contained in this application is true and correct to the best of my knowledge.

Donor

Date

Donor

Date

City Manager

Date



City of McCook Real and Personal Property Donation Form

Donor Information:

Name: _____ Date: _____

Address: _____ Phone number: _____

E-Mail address: _____

Description of donation: _____

Legal description of location (if applicable) : _____

Market value of donation: \$ _____

What is the intended purpose of the donation? If personal property, where do you intend the donated item to be placed or displayed (if applicable)? _____

Do you have or are you currently seeking to establish a contractual relationship with the City of McCook?
____ Yes ____ No

If so, please disclose the nature of the contractual relationship. _____

All right, title, and interest in the above stated item(s) is hereby given, donated, and transferred to the City of McCook, its successors and assigns forever and without limiting conditions, except as may be specifically stated herein. It is understood and agreed that I/we as donor(s) retain no right, title, or interest in the donated property.

To the best of our knowledge this gift/donation is free and clear of all encumbrances and restrictions.

The City will make reasonable efforts to accommodate the intended purpose of the donation but reserves the right to utilize, relocate, and/or dispose of any item as the City may deem fit.

If this donation is conditioned or requires the establishment of a new program or fund, this agreement shall not take effect until the City Council has specifically accepted the donation.

This donation is subject to the City of McCook Gifts and Memorials policy. By signing this application, I confirm that I have read and understand the City Policy regarding donations and that the information contained in this application is true and correct to the best of my knowledge. Donor Signature

Donor

Date

Donor

Date

City Manager (if accepted)

Date