



**CITY OF SEWARD
City Council
Regular Meeting
Agenda**

**Tuesday, September 15, 7:00 PM
2020**

**East & West Basement of the Seward
Civic Center**

NOTICE IS HEREBY GIVEN that a meeting of the City Council of the City of Seward, Nebraska will be held at 7:00 PM on Tuesday, September 15, 2020, in the Seward Civic Center East & West Basement, 616 Bradford St, Seward, NE 68434, which meeting will be open to the public. The Mayor and City Council reserve the right to adjourn into Closed Session as per Section 84-1410 of the Nebraska Revised Statutes. An Agenda for such meeting, kept continually current, is available at the Office of the City Clerk, 537 Main Street, Seward, Nebraska, during normal business hours. Individuals requiring physical or sensory accommodations, who desire to attend or participate, please contact the City Clerk's Office at 402.643.2928 no later than 3:30 PM on the Friday preceding the Council Meeting.

City financial claims and related invoices will be available for Council member review, audit and voluntary signatures at Council Chambers beginning 30 minutes prior to the scheduled meeting time.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

DISCLOSURE OF OPEN MEETINGS ACT & OTHER NOTIFICATIONS

This is an Open Meeting of the Seward Nebraska Governing Body. The City of Seward abides by the Nebraska Open Meetings Act in conducting business. A copy of the Nebraska Open Meetings Act is displayed on the north wall of this meeting room facility as required. Disclosure of meeting recording processes is posted in the Meeting Room. A participant sign-in sheet is available for use by any Citizen addressing the Council. Presenters shall approach the podium, state their name & address for the Clerk's record and are asked to limit remarks to five minutes. All remarks shall be directed to the Mayor who shall determine by whom any appropriate response shall be made. The City of Seward reserves the right to adjust the order of items on this Agenda if necessary and may elect to take action on any of the items listed.

ROLL CALL

MINUTES

1. Draft Minutes of September 1, 2020- City Clerk Otte

CONSENT AGENDA

1. Claims & Payables Reports
2. City Codes Director Report
3. Police Department Report
4. Seward County Chamber & Development Partnership Report
5. Infrastructure Cost Items Reimbursable Back to the City

ADMINISTRATIVE ITEMS

1. Application of Elizabeth Snyder as Manager of Veterans F W Class C Liquor License - City Clerk Otte
2. Presentation of Seward County-Wide Housing Study - SCCDP Zane Francescato
3. Update on Plex Homes Tax Increment Financing (TIF) Project Located at 8 Lincoln Street and Plan for Phase 2 - Thomas Kayton
4. Approve Specifications, Plans, and a Cost Estimate for the Outfall Relocation Project and Authorize the City to Advertise for Bids - City Engineer Oneby
5. Ordinance Amending the Comprehensive Pay Plan, Providing for a 1.0% Cost of Living Adjustment for all Pay Lines - City Administrator Butcher
6. Ordinance Amending the Municipal Code; Initiating an Electric Rate Adjustment Increasing Total System Revenues by 3.0%, Effective with the October 2020 Billing - City Administrator Butcher
7. Ordinance Amending the Municipal Code; Initiating a Sewer Rate Adjustment Increasing Total System Revenues by 3.0%, Effective with the October 2020 Billing - City Administrator Butcher
8. Resolution for 2020-2021 Property Tax Request Different from Property Tax Request for Prior Year; Revoking Resolution No. 2020-36 Approved on September 1, 2020 - City Administrator Butcher
9. Ordinance Approving a Lease-Purchase Agreement with Cattle Bank & Trust for the Financing of a 2020 Case 621GXR Wheel Loader and Authorize the Mayor to Execute all Documents Related to the Financing Agreement - City Administrator Butcher
10. Ordinance Amending Chapter 355 of the Municipal Code Relating to Conditions for Tobacco Possession and Use by Minors and Sale to Minors - City Administrator Butcher

REPORTS

1. City Administrator's Report - City Administrator Butcher

FUTURE REQUESTS FOR COUNCIL AGENDA ITEMS OR ADMINISTRATIVE ACTION

ANNOUNCEMENT OF UPCOMING EVENTS

STRATEGY SESSION

1. Strategy Session with City Attorney to Provide Negotiation Guidance Concerning Real Estate Interests at the Commercial Rail Campus Development Area - City Atty Hoffschneider

MOTION TO ADJOURN

September 1, 2020

The Seward City Council met at 7:00 p.m. on Tuesday, September 1, 2020, with Mayor Joshua Eickmeier presiding and Assistant Administrator /Clerk-Treasurer /Budget & Human Resources Director Bonnie Otte recording the proceedings. Upon roll call, the following Councilmembers were present: Jonathon Wilken, Ellen Beck, Sid Kamprath, Jessica Kolterman, Karl Miller, John Singleton, Chris Schmit. Absent: Alyssa Hendrix. Other officials present: City Administrator Greg Butcher and City Attorney Kelly Hoffschneider.

Notice of the meeting was given in advance thereof by the method of communicating advance notice of the regular and special meetings of the City Council of the City of Seward, Nebraska, as stated in Ordinance No. 2015-08, which was adopted on the 5th day of May, 2015; said method stating that the notice of such meeting, with the agenda thereon, be posted in the following places: City Hall, Seward County Courthouse, Municipal Building, and Seward Memorial Library. The certificate of posting notice is attached to these minutes. Notice of this meeting was simultaneously given to the Mayor and all members of the City Council and a copy of their acknowledgment of receipt of notice and the agenda are attached to these minutes. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

THE PLEDGE OF ALLEGIANCE

Mayor Eickmeier announced that a copy of the Agenda for this meeting is posted in the room of the Civic Center and copies are available where a copy of the Open Meetings Act is also posted for public inspection. He also noted that any citizen wishing to address the Council should come to the podium, state their name and address and limit their comments to five minutes. All remarks should be directed to the Mayor/Chairperson, who will then determine who will make any appropriate response. The City of Seward reserves the right to adjust the order of items on this agenda if necessary and may elect to take action on any of the items listed.

1. APPROVAL OF MINUTES OF AUGUST 18, 2020 COUNCIL MEETING

Councilmember Schmit moved, seconded by Councilmember Singleton, that the minutes of the August 18, 2020 City Council meeting be approved.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

1-2. CONSENT AGENDA CONSIDERATION ITEMS

The following Consent Agenda items were approved in one single motion made by Councilmember Singleton, seconded by Councilmember Schmit:

1. Claims & Payables Reports
2. Infrastructure Cost Items Reimbursable Back to the City

CLAIMS LIST
9-1-20
COUNCIL MEETING

Abbreviations: Bu, Building Upkeep; Eq, Equipment; Ex, Expense; Ma, Maintenance; Mi, Mileage; Misc, Miscellaneous; Re, Repairs; Sa, Salaries, Se, Services; Su, Supplies; Ut, Utilities, CI, Capital Improvements; GU, Grounds Upkeep.

All Road Barricades Inc	Signs	1,418.87
Aqua-Chem Inc	Su	1,532.25
Arps	Se, Ci	3,503.31

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Austin T J	Se		300.00
Barco Municipal Products	Eq		355.12
Black Hills Energy	Util		2.52
Blue Cross Blue Shield Ne	Ins		48,425.40
Blue River Umpires Assoc	Fees		80.00
Blue Valley Youth Football	Fees		30.00
Bluestem Network LLC	Se		100.00
Border States Industries	Inv, Re		61,296.69
Callaway Golf	Merch		232.98
Campbell Cleaning	Bu		26.99
Capital Business-Dallas	Ma, Se		559.90
Chargepoint Inc	Software Agrmt		5,334.00
Chase Card Service	RAIL CAMPUS		13,515.79
Walmart	Su, Eq, Tools, Re	639.90	
Amazon.com	Eq, Su	126.50	
PPCT Mgmt System	Trng	51.95	
USPS	Su	34.20	
AmazonPrime	Su	13.90	
Cabela's Online	Un	96.29	
Carid.com	Re	69.17	
Jacks Small Engine & Gen	Re	91.28	
Wilson & Company	Se	5,477.06	
BNSF Contrctor.com	Ci	50.00	
Rand WorldWide Inc	Tech	976.50	
ConstantContact.com	Ex	20.00	
Amzn Mktp	Tech, Su, Eq	346.95	
Int'l Code Council Inc	Trng, Su	2,468.75	
Fast Mart	Re, Ma	24.00	
Spectrum Technologies	Su	1,668.00	
Zoomshift	Se	81.60	
Uline*Ship Supplies	Su	93.02	
Mobile Mini	Trlr	496.91	
SHRM NE State Council	Trng	350.00	
Sams Club	Su	151.08	
Lou & Mary Annes Bar	Meals	172.70	
Zoom.Us	Se	16.03	
City Seward Buildings/Gr	Op		3,000.00
City Seward Library Petty	Su		118.21
City Seward Payroll Accou	Payroll		351,320.95
Core & Main LP	Re		861.97
Cross & Sons Inc	Su		86.70
Davisson Furniture Center	Bu		10.00
Dutton-Lainson Co	Eq, Re		1,117.80
Eakes Office Solutions	Su		134.14
Exchange Bank	Cart Lease		3,300.00
Farmers Coop Seward	Su, Gu, Re, Ma		4,511.93
Fast Mart	Su		33.14
Fastenal Company	Su		529.99
G & P Development Landfil	Gu		17.19
Galls LLC	Un		176.50
Gehring Construction	Ci		684,185.69
Geidel Amanda / Jeremy	Ex		240.00
General Excavating	Ci		76,963.50
General Fire & Safety Eq	Bu		350.90
Gerhold Concrete Co Inc	Re, Ma		335.12
Gerner Faythe	Refnd		64.00
Great Plains Communication	Se		122.00
H & S Plumbing Heating	Ma		285.59
Hach Company	Su		351.87
Hamilton Equipment Company	Tools, Re		1,531.00
Helmlink Printing/Grph Inc	Su		59.00
Hireright LLC	Se		75.70

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Hoffschneider Law Pc LLO	Se, Su	4,516.90
Home Depot Pro	Su	114.48
Husker Electric Supply Co	Re	673.14
J R Welding Inc	Su	171.96
Jaeger Jacob	Ex	120.00
K & Z Distributing	Su	234.30
Klein Survey System Inc	Re	1,145.00
Konica Minolta Business	Ma	15.16
Last Mile Network Consult	Se	75.30
League Ne Municipalities	Dues	19,970.00
League Ne Mun-Utilities	Dues	3,933.00
Lincoln Winwater Works	Re, Ci, Re, Ma	5,613.97
Linpepco	Su	290.51
Luebbe Marlin	Misc	1,058.00
Marschman Gary	Refnd	1,177.00
Mchugh Jackson	Ex	120.00
Memorial Health-Drug	Se	68.00
Metering & Technology Sol	Eq, Inv, Su	1,684.22
Meyer Automotive	Re	816.27
Mid-American Benefits Inc	Ins	1,359.78
Midwest Automotive	Re	1,593.29
Midwest Petroleum Equip	Re, Ma, Eq	9,521.20
Midwest Service & Sales	Ma	334.20
Midwest Turf & Irrigation	Re	353.25
Municipal Supply Omaha	Su, Inv	484.76
Nebraska D A S Acct OCIO	Se	231.00
Nebraska Door & Window	Re	275.00
Nebraska Golf Association	Ex	66.00
Nebraska Health Environment	Se	168.00
Niemann's Port-A-Pot LLC	Se, Rent	365.00
Norris Public Power Dist	Util	2,110.98
Olsson	Se	4,969.98
Orscheln Farm & Home	Gu, Su	930.12
Overland Ready Mixed	Ci	1,530.00
Pavers Inc	Ci	213,655.90
Precision Tool & Machine	Gu	232.78
Principal Financial Group	Ins	1,913.24
Quality Brands Of Lincoln	Su	1,400.55
Quill Corp	Su	247.43
Sam's Club (Lib-Rec-Pool)	Su	262.98
Sargent Drilling Inc	Eq, Se	21,072.80
Seward County 911	Se	55.00
Seward County Chamber & D	Se, Su	5,816.80
Short Elliott Hendrickson	Ci	8,745.80
Silver State Consulting	Trng	300.00
Sleuth Systems	Ex	648.00
Sports Express	Su, Misc, Un	389.87
St P J Supply Inc	Eq	27.78
State Distributing Co	Su	195.00
Time Warner Cable	Se	736.28
Ty's Outdoor Power & Serv	Re	6.20
U S Cellular	Se	258.70
Verizon Wireless	Se	230.07
Welker Nate	Ex	60.00
Wesco Distribution Inc	Inv, Re	3,944.29
	CLAIMS TOTAL	<u>\$1,592,785.95</u>

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit

Nay: None

Absent: Hendrix. Motion carried.

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Mayor Eickmeier announced that he is moving agenda item #3 listed under "Administrative Items" up ahead of the public hearings.

3. REQUEST BY BOTTLE ROCKET BREWING, LLC, 230 S 5TH ST., FOR USE OF CITY PROPERTY (PUBLIC PARKING LOT LOCATED SOUTH OF 230 S 5TH ST.) AND AUTHORIZATION TO SERVE ALCOHOL ON CITY PROPERTY FOR OKTOBERFEST EVENT ON OCTOBER 2 AND 3, 2020

Gerald Homp, 1210 Eastridge Dr., stated they are planning an Oktoberfest event on October 2 & 3, 2020 at Bottle Rocket Brewing, 230 S 5th Street and requests the use of the public parking lot to the south of their business to allow for spill-over, should they need it in order to maintain 50% building capacity and social distancing. He said the parking lot will be fenced, so people can enter the lot with alcohol. Everyone will enter and exit the parking lot through their business. He stated they can add additional liability insurance for use of the lot, upon the City's request.

Councilmember Miller moved, seconded by Councilmember Beck, that Bottle Rocket Brewing, LLC, 230 S 5th St. be authorized to use the public parking lot located directly south of 230 S 5th St for Oktoberfest event on October 2 and 3, 2020, contingent upon the City being named as additional insured for the event, and that they be authorized to serve alcohol on the City-owned parking lot during the event.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit

Nay: None

Absent: Hendrix. Motion carried.

PUBLIC HEARINGS

1. PUBLIC HEARING - 7:00 P.M. - NOTICE OF HEARING AND BUDGET SUMMARY FOR THE PURPOSE OF HEARING SUPPORT, OPPOSITION, CRITICISM, SUGGESTIONS OR OBSERVATIONS OF TAXPAYERS RELATING TO THE 2020-2021 CITY OF SEWARD MUNICIPAL BUDGET

Finance Director Wolf and City Administrator Butcher presented the 2020-2021 Budget. Mr. Wolf stated the health insurance premiums are net zero for the City and employees.

The budget is proposed at a 0% Cost of Living Adjustment (COLA) for employees, based on the June CPI for a prior 12-month period (resource used per guidance from the Personnel, Finance and Audit Committee two years ago). Mr. Butcher added that a check of the July CPI indicated a 1% COLA; however, the proposed budget is presented at 0%. Following a brief discussion, the Council suggested a 1% employee COLA to assist with current economic times and to assist with recruiting and retaining employees.

Mr. Wolf shared that the City's Worker's Compensation and Liability insurance rates are up 18% due to: updated employee wage information; increased worker's compensation experience mod (number and severity of accidents/events); and capital items such as the new industrial substation in the rail campus and the new park in Fairway Woods Addn.

There is no change to the levy; rate remains at .318/\$100 assessed valuation. However, tax asking increases based on increased property valuations. The Airport Authority tax asking also remains at .035/\$100 valuation.

Sales tax revenues are up this year; however, it is unknown whether it is a result of Nebraska collecting on-line sales tax or if more people are shopping on-line due to COVID-19. He said they are proposing a conservative revenue number for 2020-2021, in case the increased revenue in the current year is an anomaly due to current circumstances.

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The budget includes 3% increase in electric and sewer rates, based upon the most recent rate service study by Nebraska Municipal Power Pool in concurrence with the City's budget and audit firm. No proposed increase in water rates.

Mr. Wolf stated that there have been some developments within departments that would require amending the proposed budget. He requested the City Council consider adopting the budget, with the following amendments:

- 1) Add \$2,000 to Cemetery budget under the Fixed Asset line for two mowers (mower in following year's budget removed)
- 2) Move \$60,000 from the current year Dowding Pool budget to 2020-2021 budget for construction of pool heater building (not able to complete in current year)
- 3) Move \$11,000 from current year Park & Recreation budget to 2020-2021 budget for the Armory Park "Jeep" playground equipment project (equipment will not arrive until after October 1).

Mayor Eickmeier opened the public hearing. With no comments, Mayor Eickmeier closed the public hearing.

2. PUBLIC HEARING - 7:00 P.M. - NOTICE OF SPECIAL HEARING FOR THE PURPOSE OF HEARING SUPPORT, OPPOSITION, CRITICISM, SUGGESTIONS OR OBSERVATIONS OF TAXPAYERS RELATING TO SETTING THE FINAL TAX REQUEST AT A DIFFERENT AMOUNT THAN THE PRIOR YEAR TAX REQUEST

Mayor Eickmeier opened the public hearing. With no comments, Mayor Eickmeier closed the public hearing.

Councilmember Beck moved, seconded by Councilmember Singleton, that an additional one percent (1%) in restricted funds for the 2020-2021 budget be approved.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

Councilmember Schmit moved, seconded by Councilmember Kolterman, that the proposed amendments to the 2020-2021 Municipal Budget be approved as presented:

- 1) Add \$2,000 to Cemetery budget under the Fixed Asset line for two mowers
- 2) Move \$60,000 from the current year Dowding Pool budget to 2020-2021 budget for construction of pool heater building
- 3) Move \$11,000 from current year Park & Recreation budget to 2020-2021 budget for the Armory Park "Jeep" playground equipment project
- 4) Add 1% employee COLA for all pay lines;

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

Councilmember Beck moved, seconded by Councilmember Schmit, that the 2020-2021 Municipal Budget be approved as amended, and the filing of all budget forms be authorized.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

Councilmember Schmit introduced the following resolution:

RESOLUTION NO. 2020-36

September 1, 2020

WHEREAS, Nebraska Revised Statute 77-1601.02 provides that the Governing Body of the City of Seward passes by a majority vote a resolution or ordinance setting the tax request; and

WHEREAS, a special public hearing was held as required by law to hear and consider comments concerning the property tax request;

NOW, THEREFORE, the Governing Body of the City of Seward, resolves that:

1. The 2020-2021 property tax request be set at \$1,737,997.
2. The total assessed value of property differs from last year's total assessed value by 7%.
3. The tax rate which would levy the same amount of property taxes as last year, when multiplied by the new total assessed value of property, would be \$.298059 per \$100 of assessed value.
4. The City of Seward proposes to adopt a property tax request that will cause its tax rate to be \$.318000 per \$100 of assessed value.
5. Based on the proposed property tax request and changes in other revenue, the total operating budget of City of Seward will exceed last year's by -12%.
6. A copy of this resolution be certified and forwarded to the County Clerk on or before October 13, 2020.

Councilmember Wilken moved, seconded by Councilmember Kamprath that the resolution be adopted.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

Adopted this 1st day of September, 2020 at Seward, Nebraska.

THE CITY OF SEWARD, NEBRASKA

ATTEST:

Joshua Eickmeier, Mayor

Bonnie Otte
Assistant Administrator/
Clerk-Treasurer
Budget & HR Director

(SEAL)

Ordinance No. 2020-17 adopting the Municipal Budget; appropriating sums for necessary expenses and liabilities and including an additional one percent in restricted funds was adopted.

Councilmember Wilken moved, seconded by Councilmember Singleton, that the minutes of the proceedings of the Mayor and Council of the City of Seward, Seward County, Nebraska in the matter of passing and approving: **Ordinance No. 2020-17, "AN ORDINANCE TO ADOPT THE BUDGET STATEMENTS TO BE TERMED THE BUDGET AND ANNUAL APPROPRIATION BILL; TO APPROPRIATE SUMS FOR NECESSARY EXPENSES AND LIABILITIES,**

September 1, 2020

WHICH INCLUDES AN ADDITIONAL ONE PERCENT (1%) INCREASE IN RESTRICTED FUNDS; TO PROVIDE FOR AN EFFECTIVE DATE; TO PROVIDE FOR PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM", be preserved and kept in a separate and distinct volume known as "Ordinance Record, City of Seward, Nebraska", and that said separate and distinct volume be incorporated in and made a part of these proceedings and the same as though it were spread at large herein.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit

Nay: None

Absent: Hendrix. Motion carried.

City Administrator Butcher stated they will present the final budget with all approved amendments at the September 15 meeting to finalize the 2020-2021 municipal budget.

ADMINISTRATIVE ITEMS

1. CONSIDERATION OF FUNDING AGREEMENT WITH SEWARD COUNTY CHAMBER & DEVELOPMENT PARTNERSHIP

Jonathan Jank, President and CEO of Seward County Community & Development Partnership (SCCDP), presented the annual funding and membership agreements, indicating the request for City support increased slightly to \$69,525. He reviewed the year's project successes and activities. He thanked Councilmember Beck for serving on the Board. Mr. Jank also indicated the annual internal audit was completed and the funding was spent and operations conducted in accord with Nebraska State Statute.

Ed Koster, SCCDP Board Chairman, spoke in favor of the funding request and continued membership by the City of Seward. He provided a short narrative on how the organization has benefited Southeast Community College and assisted in the economic growth of Seward County.

Councilmember Beck also spoke in favor of supporting the SCCDP with the proposed funding and to continue membership.

Councilmember Schmit moved, seconded by Councilmember Kolterman, that the funding agreement with the Seward County Chamber & Development Partnership be approved.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit

Nay: None

Absent: Hendrix. Motion carried.

2. CONSIDERATION OF MEMBERSHIP AGREEMENT WITH THE SEWARD COUNTY CHAMBER & DEVELOPMENT PARTNERSHIP

Councilmember Kolterman moved, seconded by Councilmember Schmit, that the membership agreement with the Seward County Chamber & Development Partnership be approved.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit

Nay: None

Absent: Hendrix. Motion carried.

REPORTS

1. CITY ADMINISTRATOR'S REPORT

Councilmember Singleton moved, seconded by Councilmember Kamprath, that City Administrator Butcher's report of September 1, 2020 be accepted.

September 1, 2020

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

FUTURE REQUESTS FOR COUNCIL AGENDA ITEMS OR ADMINISTRATIVE ACTION

ANNOUNCEMENT OF UPCOMING EVENTS

MOTION TO ADJOURN

Councilmember Singleton moved, seconded by Councilmember Wilken, that the September 1, 2020 City Council Meeting be adjourned.

Aye: Wilken, Beck, Kamprath, Kolterman, Miller, Singleton, Schmit
Nay: None
Absent: Hendrix. Motion carried.

THE CITY OF SEWARD, NEBRASKA

Joshua Eickmeier, Mayor

Bonnie Otte
Assistant Administrator
Clerk-Treasurer
Budget & Human Resources Director

CLAIMS LIST
9-15-20

COUNCIL MEETING

Abbreviations: Bu, Building Upkeep; Eq, Equipment; Ex, Expense; Gu, Ground Upkeep; Inv, Inventory; Ma, Maintenance; Mi, Mileage; Misc, Miscellaneous; Re, Repairs; Sa, Salaries, Se, Services; Su, Supplies; Ut, Utilities, CI, Capital Improvements, Gu, Grounds Upkeep.

AKRS Equipment	Su, Re, Gu	2,976.04
Amazon.Com Credit Service	Su, Bu	619.04
Arps	Ci	2,510.13
Baldinger Charlotte	Mi	31.05
Barcel Landscape Products	Su, Gu	2,214.50
Black Hills Energy	Ut	215.71
Border States Industries	Re	414.77
Brodart Inc	Su	109.19
Campbell Cleaning	Se	975.00
Capital Business-Cheyenne	Re	95.00
Carroll Construction Supp	Su, Bu	2,379.99
Caterpillar Financial	Eq	394.00
Center Point Large Print	Su	252.01
City Seward Electric Fund	Ut	46,089.13
City Seward Library Petty	Su	66.22
City Seward Payroll Accou	Payroll	145,190.63
City Seward Perpetual Fd	Cem Perpetual Fnd	600.00
Commonwealth Electric Co	Bu, Op	2,146.24
Constellation Newenergy	Ut	35.05
Continental Fire/Alarm/De	Bu	225.00
Cross & Sons Inc	Re	4.27
Culligan Of Crete	Su	11.00
Ehlers Electronics	Re	29.95
Electronic Contracting Co	Se	240.00
Emergency Medical Product	Su	775.83
Engineered Controls	Ma, Bu	1,728.67
Farmers Coop Seward	Gu, Su, Re, Ma	4,786.64
Fastenal Company	Su, Re, Gu	404.45
Firstar Fiber Inc	Se	92.62
Galls LLC	Un	234.30
Gehring Construction	Ci (Manual Check)	36,478.10
Gerhold Concrete Co Inc	Re, Ci	1,950.74
H & S Plumbing Heating	Re, Ma	212.98
H T M Sales Inc	Ma	3,989.93
Hamilton Equipment Company	Re, Su	466.68
Hawkins Inc	Su	784.61
Helmlink Printing/Grph Inc	Su	139.00
Hemmings Muscle Mach	Su	32.95
Herpolsheimer's Inc	Re	138.81
Hobson Automotive & Tire	Re	182.60
Home Depot Pro	Su	45.00
Hornung's Golf Products I	Su	397.25
Husker Electric Supply Co	Re, Inv	2,224.80
Huskers Illustrated	Su	64.95
Johnson Hardware Co LLC	Re	385.00
K & Z Distributing	Su	124.80
Konica Minolta Business	Ma	38.79
Last Mile Network Consult	Se	90.00
Lincoln Winwater Works	Ci	18,911.38
Matheson Tri-Gas Inc	Su	66.21

Menards North	Su	23.20
Mid-American Benefits Inc	Ins	670.88
Midwest Auto Parts	Re	150.86
Midwest Laboratories Inc	Se	747.01
Midwest Turf & Irrigation	Re	48.51
Miller Seed Co	Su, Gu	2,098.00
Municipal Supply Omaha	Ma, Su	427.23
Nebraska Equipment Inc	Ma, Re, Op	11.91
Nebraska Planning & Zoning	Dues	40.00
Nebraska Rural Water Asso	Dues	275.00
Niemann's Port-A-Pot LLC	Ma, Se	365.00
Northern Safety Co Inc	Su	158.28
Odeys Inc	Su	276.00
One Call Concepts Inc	Se	136.07
O'Reilly Automotive Inc	Su	54.26
Orscheln Farm & Home	Re, Su, Gu, Ma	746.63
Outdoor Recreation	Ci	32,173.00
Overdrive Inc	Cr on Su	1,876.52
Pac 'N' Save Discount Food	Su, Gu, Ma, Bu, Tools	518.51
Quality Brands Of Lincoln	Su	993.90
Republic National	Su	1,036.08
Rose Equipment Inc	Ma	2,085.10
Sam's Club (Lib-Rec-Pool)	Su, Food	254.16
Seward County Independent	Ex	141.00
Seward Lumber & Home Cent	Su, Gu, Bu, Ci	1,269.74
Seward Volunteer Fire Dep	Transfer	7,132.42
Seward Wind LLC	Ut	30,026.40
Short Elliott Hendrickson	Se	4,550.00
Siteone Landscape Supply	Gu, Su, Re, Ma	404.35
Southern Glazer's Of Ne	Su	606.76
Sports Express	Su	105.00
State Distributing Co	Su	476.00
Stryker Sales Corp	Su	816.65
Ty's Outdoor Power & Serv	Re	18.35
U S A Bluebook - Cust 812	Ma, Bu	270.31
Verizon Wireless	Se	253.52
Visa - Pinnacle Bank		1,136.03
Harlequinn	Tax Removed	-2.44
Motion Picture Ecommerce	License	133.01
Samsclub.com	Su	217.94
Amazon.com	Su	19.99
Bluestem Network	Se	100.00
Amerlibassoc Ecommerce	Dues	337.00
Grey House Publishing	Su	265.50
Zoom.us	Se	16.03
Assoc for Rural	Dues	49.00
Windstream Nebraska Inc	Se	2,013.17
	CLAIMS TOTAL	<u>\$376,956.82</u>

CURRENT YEAR: August 2020

Permits	Quantity	Permit Fee	Valuation
NEW CONST.	1	\$ 2,752.25	\$ 400,000.00
REMODEL/ADDIT.	9	\$ 854.60	\$ 180,161.64
ACCESSORY	19	\$ 481.00	\$ 35,783.68
RELOCATE	5	\$ 125.00	\$ 21,237.00
ELECTRIC			
PLUMBING	4	\$ 525.00	
MECHANICAL	5	\$ 625.00	
SEWER TAP	1	\$ 250.00	
WATER TAP	1	\$ 881.00	
TEMP. ELEC.	1	\$ 50.00	
ELECTRIC SER.	1	\$ 400.00	
TOTALS	47	\$ 6,943.85	\$ 637,182.32

LAST YEAR: August 2019

Permits	Qty.	Permit Fee	Valuation
NEW CONST.	9	\$ 64,717.48	\$37,436,597.68
REMODEL/ADDIT.	11	\$ 3,164.25	\$ 1,169,402.00
ACCESSORY	21	\$ 1,545.75	\$ 39,048.00
RELOCATE	4	\$ 266.00	\$ 38,825.00
ELECTRIC	0		\$ -
PLUMBING	15	\$ 1,490.00	\$ -
MECHANICAL	18	\$ 1,825.00	\$ -
SEWER TAP	7	\$ 1,700.00	\$ -
WATER TAP	9	\$ 13,616.00	\$ -
TEMP. ELEC.	6	\$ 300.00	\$ -
ELECTRIC SER.	6	\$ 10,600.00	\$ -
TOTALS	106	\$ 99,224.48	\$ 38,683,872.68

YEAR TO DATE January to December 2020

Permits	Quantity	Permit Fee	Valuation
NEW CONST.	22	\$ 49,978.75	\$10,954,581.82
REMODEL/ADDIT.	56	\$ 11,911.69	\$ 4,567,193.41
ACCESSORY	130	\$ 9,726.70	\$ 534,007.68
RELOCATE	11	\$ 300.00	\$ 52,477.00
ELECTRIC		\$ -	\$ -
PLUMBING	104	\$ 8,560.00	\$ -
MECHANICAL	60	\$ 7,953.03	\$ -
SEWER TAP	19	\$ 4,750.00	\$ -
WATER TAP	19	\$ 16,739.00	\$ -
TEMP. ELEC.	20	\$ 1,000.00	\$ -
ELECTRIC SER.	20	\$ 4,800.00	\$ -
TOTALS	461	\$ 115,719.17	\$16,108,259.91

YEAR TO DATE January to December 2019

Permits	Qty.	Permit Fee	Valuation
NEW CONST.	29	\$ 78,839.28	\$42,356,670.64
REMODEL/ADDIT.	60	\$ 9,464.15	\$ 3,095,221.00
ACCESSORY	112	\$ 10,179.09	\$ 434,281.66
RELOCATE	27	\$ 1,041.00	\$ 289,844.94
ELECTRIC	5	\$ 195.00	\$ -
PLUMBING	75	\$ 5,710.00	\$ -
MECHANICAL	71	\$ 6,515.00	\$ -
SEWER TAP	21	\$ 5,200.00	\$ -
WATER TAP	23	\$ 25,950.00	\$ -
TEMP. ELEC.	20	\$ 1,000.00	\$ -
ELECTRIC SER.	14	\$ 14,000.00	\$ -
TOTALS	464	\$ 158,093.52	\$ 46,176,018.24

OPEN Property Maintenance Code Violation Report

					Last Update; 8/31/2020
Property Address	Violation Type	Deadline	Owner Information	Delivery Type	Status
247 N 2nd	Pet Door was open, Tree/Volunteer tree's in City ROW. Grass is too tall	8/31/2020	Fox Den Rentals	In person	Bill Arkel (CSO) attempted contact at two doors & left a door hanger w/card in regards to the grass. Called Fox Den on 8/21 at 402-314-0819. He said he will follow up with tenants/mowing company and get it taken care of
304 S 1st	Weeds and vines need to be cut back to comply with code	8/19/2020	Kelsey Herrold	In person	Bill Arkel (CSO) attempted contact & left a door hanger w/card. 8/17/20 Bill check property & it is in compliance
1115 N Columbia	Weeds and brush need cut to comply with ordinance	8/7/2020	Lorri Canning	In person	Bill Arkel (CSO) attempted contact and left a door hanger. Grass and weeds were cut in front yard but not in the rear yard.
906 Main St	Vehicles stored with no current license and registration, Junk piled on the lot and junk appliances stored outside	7/10/2020	Daniel & Lorrie Pearson	In person	The junk has been removed, the vehicles have been licensed and the appliance are scheduled for pick-up
29 Jackson Ave	Abandoned property due to fire	8/7/2020	Katherine & Joseph Desantiago		Property owener according to Seward PD is Wayne Piper of York, Wayne Piper is deceased. Katherine is currently residing in York according to neighbors.
					Joseph is deceased. Phone number no longer valid. Neighbor says she relocated to York.
345 S 9th St	RV set up for residency in violation of the ULDO	6/26/2020	Tod/Colleen Cameron 402-643-5418 Colleen 402-643-6209		Camper has been moved to the driveway and the fence has been completed.
		6/11/2020			Board of Adjustments meeting cancelled by Colleen Cameron. Camper will be moved on the driveway and comply with city ordinances. A fence permit has been issued as well though not required.

OPEN Property Maintenance Code Violation Report

		Extended due to weather		LM 5/5/2020	Left message and advised to call back. Greg Butcher spoke with the City Attorney. Todd can have RV just behind front line of house. He talked about having an 8' fence which is not required, but he can only have a 6' tall fence. Applied for variance - Board of adjustment June 11,2020
950 Jackson	Vehicles, abandoned with no current license and registration	6/22/2020	Keith Rader	In person	Bill Arkel reported the abandoned vehicles had been removed and the uncensured vehicles had been registered and licensed.
		6/22/2020		Delivered by SPD 6/13/2020	7 day compliance letter by Greg Butcher-City Administrator, hand delivered.
		5/8/2020		In person	Bill Arkel community officer took pictures of vehicles. Spoke to owner and let him know he had 7days to get license and registration on vehicles. If not done in 7days a letter will come from the City Administrator, after the 7days of the letter. The vehicles will be removed at the owners expense.
810 Moffit St	Disrepair, protective treatments, decayed siding, facia/trim,	8/7/2020	Patricia Murphy (life use)	Personal	Larae Rolenc and Jeremy Phillips met with me Friday 8/7/2020 to discuss options for this property and stated the house will come down in September
		Extended due to weather		Personal	In process, attempting to contact owner
90 Roberts St	Water leaking from tenant above and exterior in disrepair		Sandy Nuttleman	Personal	Attempting to contact owner

OPEN Property Maintenance Code Violation Report

345 S 9th St	RV set up for residency in violation of the ULDO	5/31/2019	Tod/Colleen Cameron 402-643-5418	Spoke with in person	Tod stated he would remove the skirting and move the RV to the paved drive and behind the leading edge of the house, he also stated he would disconnect the electric and only used as needed to charge the batteries.
722 N 3rd St	Bedroom windows won't open	5/31/2019	Jordan Splat 360-3525, rental property	Personal	Contacted owner and advised that bedroom windows do not open fully. He advised that he will take care of.
444 N 2nd St	Protective treatment, decayed siding/facia/trim, porch roof failing	Extended due to weather	Gary Weaver PO Box 5592 Irvine, CA 92616, 949-395-6341	Certified mail	The owner reports that he is working on a plan to abate code violations, can't paint currently due to winter, requests a time extension to comply, due to him living in CA.
430 N 2nd	Protective treatment, decayed siding/facia/trim, foundation walls, gutters	Extended due to weather	Gary Weaver PO Box 5592 Irvine, CA 92616, 949-395-6341	Certified mail	The owner reports that he is working on a plan to abate code violations, can't paint currently due to winter, requests a time extension to comply, due to him living in CA.
648 Seward St	Unsafe Structure, Failing west exterior brick wall	10/19/2016	New owners: Darko & Suzanne Gligorevic	Served by City Staff	Owner has obtained building permit to repair exterior wall and construction is in progress.
110 S 12th St	Retaining wall failing		Locust Apartments 312 E 3rd St. Neligh, NE (402-992-1983) Lisa Regional Mgr.	Certified	Owner requested time extension to secure Contractor. Owner is obtaining plans from structural engineer. New Notice & Order served. Installed temp reinforcing barricade. Owner has hired a structural engineer, proposed plans submitted. No permit has been applied for.
424 N 7th St.	Exterior openings, Protective treatment, decayed siding/soffits/facsia, Trash-junk-vehicles, auto parts	5/1/2019	Jeremy Martin, 424 N 7th St. Seward, NE 402-641-6127	Served by SPD	Owner plans on repairing gargae as soon as it warms up. Advised will need a Bldg permit, and to clean up yard while waiting. Owner is making progress cleaning, and repairing garage. Progress has stalled. New Notice & Order served. Failed to comply, little progress observed, see enclosed report and photos.

OPEN Property Maintenance Code Violation Report

149 N 1st	Protective treatment, decayed siding, windows, fascia, soffits, roof, foundation	6/12/2019	New owner is Steve Butler, 268 4th St. Garland, NE. 402-508-0478	Served by Certified mail	New owner has a building permit for a new roof and construction is in progress. Owner is planning on rectifying all code violations. Making good progress.
2011		10/1/2018			
535 S Columbia	Unsafe Structures, Foundation failing, Protective treatment		Daniel & Barbara Liska, 1215 Eastridge Seward, NE 68434. 402-641-3600, 643-6784	Served by City Staff	Barb reports that they thought that they had a buyer but it fell thru. If they don't sell it within 2 weeks, they are going to demo it.
1313 W Hwy 34	Foundation stem walls, grading-drainage, tall weeds, exterior storage, long/short term vehicle parking		Brian Fehlhafer, 1389 Progressive Rd.	Served by SPD	Referred to City Atty 2-28-11 for non-compliance/further action. City Admin. will meet with Fehlhafer. Unknown status. New Notice & Orders to be served, pending City Admin. NEW NOTICE & ORDER served, PER CITY COUNCIL. 9-28-18, City Admin. instructed Bldg Dept. to HOLD OFF issuing citation, the Mayor and City Administrator are going to meet with the owner and work on a plan. No update from City Admin. has been received. City Admin reports that they will instruct owner to obtain a Demo permit. The owner has obtained a DEMO permit. No progress being made.



City of Seward Police Department

Monthly Statistics August 2020

Service Calls	297
Accidents	8
Arrests	16
Citations	9
Warnings	59
Parking Tickets	43

Does not include red tag warnings, yellow tag warnings or verbal warnings

SCCDP President & CEO's Report for the Board Meeting on August 31, 2020

SCCDP Summary Development Highlights from Quarter 3

- The SCCDP has received final approval for Perkins grant funding in partnership with ESU 6 in Milford to launch the Seward County Career Experience Program (SCCEP will introduce area high school students to viable career opportunities through internships, apprenticeships, and shadowing of local professionals); this Perkins grant will allocate funding for the next three years to SCCDP to work with Centennial, Milford, and Seward High Schools and area businesses to develop the SCCEP
- Prepped for and hosted Milford and Seward site visits for Project New Energy Spirit (Seward Rail Campus), housing developer, commercial spec building developer, and two visits from co-owners of an ag tech startup
- Submitted proposals for the Seward Rail Campus including follow up questions for Project New Energy Spirit and Project Proxima and new information for Project Pintail
- New businesses have located in Milford including Midwest Hemp Exchange (supported through Milford LB 840 grant) and Dollar General (SCCDP made strategic introduction for building sale and organized ribbon cutting)
- New businesses starting construction in Seward include Scooter's Coffee and Levander Automotive
- SCCDP signed land purchase option for development site northwest of Milford and started master planning on the site in partnership with Milford LB 840 grant and NPPD Site Ready Assistance Program grant
- City of Milford is pursuing a downtown revitalization planning grant by applying to the Nebraska Department of Economic Development in partnership with Southeast Nebraska Development District and SCCDP (if selected, Milford LB 840 grant will provide the required 25% matching funds)
- Discussed business transition for local Seward manufacturer with two interested parties
- Connected resources for LB 840, TIF, grants, and/or available building & land to various business owners including companies that want to start or expand a building contracting business at the Seward Rail Campus, manufacturing animal feed, garbage/recycling, insects for food, three local Seward restaurants (one is receiving a Seward County Visitors Committee Brick & Mortar grant to redo front windows), bearings manufacturer, local nonprofit organization, local insulation business, temporary office space for local manufacturer, three commercial spec building developers, multiple housing developers, interested housing purchasers in Milford/Seward, local HVAC business, senior housing in Milford, local liquor store, local tobacco shop, corn cob grinding business, and commercial building owner in Milford asking about lease rates
- See below for example of weekly Entrepreneurial Operating System (EOS – Vision/Traction Organizer) that our staff is implementing on a weekly basis to ensure SCCDP three-year strategic plan (2020-2022) is being executed

President & CEO Activities

- Completed SCCDP Annual Internal Audit/Financial Review with Board Treasurer, David Kumm
- Assisted with making connections for multiple videos to support Seward's Virtual 4th of July Celebration
- Sent quarterly SCCDP site selector newsletter in partnership with Leanne
- Trained Alexa Axthelm as new SCCDP Administrative Assistant
- Connected a local building owner to lease space for a gun show
- Staff wrote support letters for Four Corners Health Department's EDA grant to build a new public health facility; Magical Lights, LLC for the Seward County Visitors Committee Brick & Mortar grant; Dragon Palace for the Seward County Visitors Committee Brick & Mortar grant; Bluestem Network Broadband Grant to build/expand their fiber optic network in Milford; Developing Youth Talent Initiative grant in partnership with Three Pillars Media to help area middle school students explore local careers; Nebraska Chamber of Commerce business liability protection letter to the Nebraska Congressional delegation; Southeast Community College's Workforce

Retraining Initiative grant application; and City of Milford for their downtown revitalization planning grant application to the Nebraska Department of Economic Development

- Offered various planning firms to assist with the Village of Staplehurst's comprehensive planning process
- Shared resources with economic development colleagues from Schuyler, St. Paul, and Hartington, Nebraska
- The Seward Civic Center reopened on Monday, June 22; SCCDP staff staggers and rotates between working from home and in the office out of the abundance of caution

Meetings/Events Attended

- Presented to Seward County Commissioners at Public Hearing for Junto Winery's Conditional Use Permit (5/19)
- Attended Seward City Council Meetings (5/19, 6/2, 6/16, 7/7, 7/21, 8/18)
- Organized Site Visit with Project New Energy Spirit (5/20)
- CYN Executive Committee Zoom Call – Led as CYN Co-Chairperson (5/20, 8/24)
- Seward County Career Experience Program Planning Meeting (5/20, 6/17)
- Picked Up Gifts for Future Economic Development Site Visits from Chapters Books & Gifts (5/20)
- Meeting with Kevin Zadina and Brady Oltmans (5/21)
- Seward County Community Sector Briefings with Four Corners Health Department (5/21 – Initially Every Thursday and then Every Other Thursday)
- Participated in Various SCCDP Retail & Restaurant Committee Meetings (5/21 – Initially Every Thursday and then Every Other Thursday; led by Megan & Leanne)
- Call with Austin Bontrager to Discuss Drive-In Movie Logistics
- Coordinated Moving Hand Sanitizer for 400 Gallon Giveaway Event and Distributed to Local Businesses (5/22)
- Call with Ron Schroeder and Anthony Aerts to Discuss Land Purchase Option for SCCDP (5/22)
- CYN FAC Zoom Call (5/22, 6/5, 6/10, 7/22, 8/26)
- SCCDP Office Closed on Memorial Day (5/25)
- Walk Through of The Former Bakery Building with Interested Developer (5/26)
- Seward County Bridges Board Meetings (5/26, 6/22, 7/27, 8/24)
- Weekly Level 10 EOS Traction Meetings with SCCDP Team to Discuss Vision/Goals/Rocks Implementation (Every Monday or Tuesday)
- Seward Kiwanis Board Meetings (5/27, 6/15, 7/29, 8/26)
- Phone Call with Brian Vasa about Project New Energy Spirit (5/27)
- Worked with Leanne on Development of SCCDP Site Selector Newsletter (5/27)
- Phone Call with Greg Butcher, Brian Vasa, and Hunter Flodman about Project New Energy Spirit (5/28)
- Civic Engagement/Social Media Project Zoom Call with UNO and RFI (5/28, 6/16, 6/25, 8/27)
- Participated in Training, "Resilience and Recovery: The Economy Responds to COVID-19 Pandemic Webinar from UNL College of Business" (5/28)
- Zoom Meeting about Project New Energy Spirit with Developers (5/29)
- Organized Seward Site Visit with Housing Developer (5/29)
- Meeting with Austin Bontrager to Discuss Drive-In Movie Logistics (5/29)
- Phone Call with Greg Dynek from Bluestem Network (6/1, 6/12, 6/15, 8/6)
- Provided Seward County Commissioners Monthly Report (6/2, 7/7, 8/4)
- Meeting with Jenny Brinkmeyer from SCI (6/2)
- Meeting with Todd LaVelle about SCCDP Office Relocation and Civic Center Reopening Plans (6/2)
- Zoom Meeting with Rick Nelsen from NPPD (6/2)
- Presentation to RFI Summer Interns (6/3)

- Participated in Training, “Nebraska Chamber Deep Dive Reopen & Recovery Session 1” (6/3)
- Zoom Meeting with Dr. John Skretta about Seward County Student Graduation Data (6/3)
- Phone Call with Phil Grimpo to Discuss Projector and Screen for Drive-In Movie (6/3)
- Participated in Training, “Jumpstart Your Recovery Webinar” from SCI (6/4)
- Phone Call with Clark Kolterman to Discuss Drive-In Movie (6/4)
- Zoom Call with Stephanie Croston from SCI about Seward County Comp Plan Virtual Town Hall (6/5)
- Phone Call with Matt Sherman from Three Pillars Media about Workforce Development Product and Developing Youth Talent Initiative Grant Partnership (6/5, 6/16)
- City of Seward LB 840 Committee Meeting via Zoom (6/5)
- NCCE Zoom Meeting about “Best Ways to Connect with Ag Industry” (6/8)
- Civic Center Commission Meeting to Discuss Civic Center Reopening and SCCDP Office Relocation (6/8)
- Participated at City of Seward Planning Commission Meetings (6/8, 7/13, 8/10)
- Phone Call with Jen Furr from CUNE to Discuss Drive-In Movie Collaboration (6/9)
- Participated in Training, “Concordia Day of Giving” (6/9)
- Presented to the Seward Fourth of July Committee about Drive-In Movie to Discuss Collaboration (6/9)
- Half Day PTO (6/10)
- Zoom Meeting with Kelly Hoffschneider and Brian Levander (6/10)
- Participated in Seward Design Team Meetings (6/11, 7/14, 8/25)
- Interviews with Brady Oltmans from SCI (6/12, 7/22)
- Phone Call with Business Considering Expanding in Seward (6/12)
- Meeting about Expanding Local Restaurant (6/15)
- CYN Programming Committee Zoom Call (6/15, 7/2)
- Participated in Seward County Comprehensive Planning Virtual Open House (6/15)
- Participated at Seward County Planning Commission Meetings (6/15, 7/20, 8/17)
- Zoom Meeting with Brittney Emerson about LB 840 Research for Auburn Development Council (6/16)
- Concordia University Ag Entrepreneurship Discussions (6/17, 7/8, 7/28, 8/19)
- Participated in Training, “Nebraska Chamber of Commerce Webinar COVID-19 Deep Dive: Best Practices for Returning to Work” (6/17)
- Zoom Meeting with Katie Stolze to Discuss Reconfiguring SCCDP Budget Categories (6/17)
- SCCDP Administrative Assistant Interviews and Background Checks (6/17, 6/18, 6/22, 6/24)
- Provided Intro/Welcome for Seward Health and Wellness Summits via Zoom and Participated (6/17, 6/24)
- Video Interview about Runza and Promotion of Seward 4th of July Celebration (6/18)
- Participated in NCCE Mini Institute Training and Provided Virtual Training for New Chamber Execs (6/19)
- Meeting with Doug Brand to Talk about Drive-In Movie Logistics at Fairgrounds (6/22)
- SCCDP VoIP Office Phone Training from Bluestem Network (6/22)
- Attend Almost Every Monday Seward Kiwanis Club Meeting, Coordinate Weekly Zoom Recordings, and Book Speakers
- Organized Seward Site Visit with Commercial Spec Building Developer (6/24)
- Collaborated with Leanne on Creating Annual Seward County Development Projects Document (6/24)
- Phone Call with Seward Housing Developer (6/24)
- Housing Grant Meeting with Kara Lacey (6/25)
- Installed Two Temporary Window A/C Units for Tenant at SCCDP Building; Coordinated Replacement with H&S for Two Main A/C Units that Quit Working at SCCDP Building to Support Tenants (6/26, Twice in July)
- Organized Site Visits with Ag Tech Startup Interested in Expanding in Seward County (6/26, 8/6)

- Almost Weekly NCCE Zoom/Legislative Meetings – Participated and Occasionally Led as NCCE Vice President (Many Monday Afternoons)
- Annual Report and Funding Request to Seward County Commissioners and Spend the Weekend in Seward Request for Roadside Sign to Market Events (6/30)
- Interview with Brandon Aksamit from News Channel Nebraska about Seward Rail Campus (6/30)
- Meeting with John Garske (7/1)
- Participated in Training, CYN’s “All Voices at the Table” (7/1, 7/29, 8/25)
- SCCDP Office Closed for Independence Day (7/3)
- Put Roadside Sign Up at Courthouse Square to Promote Spend the Weekend in Seward Events (7/6)
- Call with BCom Solutions to Discuss Studying Municipal Plans to Fulfill Quality Growth Strategic Plan Goal (7/6)
- Lunch with Mike Oneby (7/8)
- Presentation to Bellwood Mennonite Church Council about Feasibility of Milford Assisted Living Facility (7/8)
- Promoted Spend the Weekend in Seward Sidewalk Sales (7/11)
- Worked with SCCDP Team to Offer Drive-In Movie as Part of Spend the Weekend in Seward (7/12)
- Project Pintail Calls (7/13, 7/15, 7/23, 7/24, 7/28)
- Trained Alexa Axthelm on Her First Day as SCCDP Administrative Assistant (7/13)
- Participated in Concordia University’s Ag Advisory Council (7/14)
- Phone Calls about Precision Tool & Machine Business Transition (7/15, 7/16, 8/18)
- CYN Sponsorship Calls (Two on 7/15)
- Meetings with Kevin Hall (7/16, 8/6)
- Meeting with Potential Developers from Milford for Senior Living Project (7/16)
- Lunch Meeting with Potential Commercial Spec Building Developer (7/16)
- Introduced Existing Seward Business Owner to Potential Buyer (7/17)
- Contributed to Nebraska Sorghum’s Promotional Video Featuring Seward (7/21)
- Lunch with Trevor Lee (7/22)
- Phone Call with Miranda Becker to Support City of Hartington’s Upcoming LB 840 Election (7/22)
- Participated in SCCDP Finance Working Group Meetings (7/22, 8/12)
- Phone Calls with Ag Tech Startup Entrepreneur about Expanding in Seward County (7/24, 7/30)
- Attended Midwest Hemp Forum in Milford (7/24)
- Phone Call with Chelsea Bright about Local Internship Opportunities (7/30)
- Meeting with Mark Suhr to Discuss Partnership with Concordia Ag for Business Pitch Contest (7/30)
- Meeting with Nathan Lewis about Seward Time Capsule (7/30)
- Presentation to Milford LB 840 Committee (7/30)
- Full Day PTO (7/31)
- Attended Bell Chiropractic Open House Welcoming Dr. Bell to Seward (7/31)
- NCCE Board Meeting to Discuss Fall Conference Being Hosted in Seward (8/3)
- Supported SCCDP Annual Internal Audit/Financial Review with Board Treasurer, David Kumm (8/4)
- Attended Milford City Council Meeting (8/4)
- Participated in SCCDP Personnel & Board Policies Working Group Meeting (8/5)
- Participated in SCCDP Executive Committee Meetings (8/5, 8/26)
- Phone Call with Adam Thayer from Seward Masonic Temple Board of Directors (8/6)
- CYN Zoom Interview with Kamri Sylve from 10/11 News (8/6)
- Presentation about Nebraska Sorghum Catalyst Program on Zoom Call with NEDA (8/6)
- Participated in SCCDP Business Development Working Group Meeting (8/6)

- Meeting with Jake Vasa (8/6)
- Meeting with Seward Business Owner to Discuss Downtown Building Renovation Plans (8/7)
- Meeting with Marla Johnson (8/10)
- Participated in Concordia Presidential Candidate Community Group Meetings (8/11, 8/18)
- Led Housing Development Discussion with Seward HR Network and Housing Developers (8/11)
- Participated in Seward County Comprehensive Plan Open House in Utica (8/11)
- Participated in SCCDP Marketing, Membership, & Fundraising Working Group Meeting (8/12)
- Participated in City of Seward CRA (TIF Committee) Meeting (8/12)
- Organized Northwest Milford Development Site Master Planning Meeting with Ron Schroeder and Jake Vasa (8/13)
- Coordinated Zoom Recording with Cliff Mesner about Housing Development for SCCDP Board Meeting (7/14)
- Meeting with Melissa Makey (8/14)
- Organized Milford Dollar General Ribbon Cutting (8/14)
- Full Day PTO (8/17)
- Phone Call with Greg Butcher (8/18)
- Zoom Call to Discuss Logistics for Kiwanis Parade of Flags Dedication Event (8/19)
- Participated in Seward Rotary Club Meeting (8/19)
- Meeting to Discuss Housing with Seward Developers (8/21)
- Co-Organized Kiwanis Parade of Flags Dedication Event (8/22)
- Video Interview with Nebraska Community Foundation about Legacy Fund for Seward County's Support of TIME Promotion (8/26)
- Presentation to Concordia University's Agriculture in the World Today Class (8/26)
- Phone Call with Broker Interested in Purchasing Lot for His Client at the Seward Rail Campus (8/26)
- Supported Zoom Meeting for Chapters Books & Gifts Virtual Thriller Authors Event (8/29)
- Participated in SCCDP Board Meeting (8/31)

Summary of What Each Staff Member Does at the SCCDP

Membership Director, Megan Kahler

- The Membership Director is responsible for working with their teammates, members, and community volunteers to accomplish the short and long-term goals of the Seward County Chamber & Development Partnership (SCCDP) related to maintaining current relationships with members while seeking new membership and sponsorship opportunities for the SCCDP. This position helps the President & CEO work to fulfill the Vision Statement 2035.

Marketing & Events Coordinator, Leanne Miller

- The Marketing & Events Coordinator is responsible for working with their teammates, members, and community volunteers to accomplish the short and long-term goals of the Seward County Chamber & Development Partnership (SCCDP) related to marketing/communications and all aspects of event planning and execution. This position helps the President & CEO work to fulfill the Vision Statement 2035.

Development Director, Zane Francescato

- The Development Director is responsible for working with their teammates, members, and community volunteers to accomplish the short and long-term goals of the Seward County Chamber & Development

Partnership (SCCDP) related to housing, workforce development, and economic development activities. This position helps the President & CEO work to fulfill the Seward County Vision Statement 2035.

Administrative Assistant, Alexa Axthelm

- The Administrative Assistant is responsible for working with their teammates, members, and community volunteers to accomplish the short and long-term goals of the Seward County Chamber & Development Partnership (SCCDP) related to maintaining SCCDP's office systems and equipment, including ensuring bookkeeping and payroll are completed by an accounting contractor on a weekly basis, responding to general communications, assisting with events, helping members and visitors feel welcome, and providing administrative support as needed. This position helps the President & CEO work to fulfill the Vision Statement 2035.

President & CEO, Jonathan Jank

- The President & CEO is the chief executive officer of the Seward County Chamber & Development Partnership (SCCDP) and directs all activities necessary to meet the objectives and implement policy, as established by the Board of Directors. This executive position is accountable for the effective and efficient operation of all organizational activities of the SCCDP to move Seward County forward to fulfill the Vision Statement 2035. Reports to the SCCDP Board of Directors; responsible for leadership and development of professional staff members.

SCCDP's VISION/TRACTION ORGANIZER

VISION

Core Values: Integrity – Respect – Leadership – Giving/Philanthropy – Planning for our Future

Core Focus: Purpose/Cause/Passion: Cultivate Seward County

SCCDP Mission Statement: As a public and private partnership, the Seward County Chamber & Development Partnership is the caretaker and steward of fulfilling the Seward County Vision Statement 2035, which is daily carried out through chamber of commerce and economic development work.

Our Niche: See what could be

10-Year Target: 2035 Vision Statement: Seward County is a pro-active and collaborative area with vibrant, welcoming, family-friendly, and safe communities, recognized for pillars of strength in agriculture, arts and culture, business, education, entrepreneurship, government, and healthcare. We are a destination location for business, visitors, and residents within the greater metropolitan area and an active partner in the region. Our residents enjoy picturesque and diverse neighborhoods, viable main streets, outstanding recreational opportunities, active civic life, faith-based living, and quality housing and employment choices. The private and public sectors are united and citizens are engaged for the betterment of all Seward County.

Marketing Strategy: Three Uniques: Successful Dreamers – One-Stop-Shop – Nimble

Proven Process:

- Discover – About you, about SCCDP, how can we help?, goals and objectives
- Brainstorm – Tools, resources, metrics, team, barriers
- Strategize – Assist with planning, develop tactics

Execute – “Connect dots”, be present (i.e. public meetings), implement strategy
Support – Follow up, communicate, adjust
Guarantee: Internal guarantee – We will execute on the 3-year strategic plan.

3-Year Picture: Future Date: 12/31/2022

Revenue: \$468,027.51

Profit: \$18,549.16

Measurables: Have we met goals and are we launching into the next strategic plan?

What does it look like?

Quality growth plan developed with strategic partners

Ready to launch into next 3-year strategic plan

Infrastructure and workforce needs determined to support growth rate

Working toward becoming a Certified Welcoming County

Health and well-being in Seward County has increased

Brain drain goals have been developed and implemented

Number of workforce housing options have increased

Programs developed to assist succession planning needs

TRACTION

1-Year Plan: Future Date: 12/31/2020

Revenue: \$467,361.63

Profit: \$40,915.32

Measurables: Three working groups have been created

Goals for the year:

1. Consultant is hired to measure healthy growth rate
2. Research and identify successful welcoming initiatives
3. Develop welcoming-focused activities with existing organizations
4. Develop health and well-being priorities for Seward County
5. Research brain drain for educational institutions
6. Determine workforce housing needs
7. Determine succession planning needs

3Q Rocks: Future Date: 9/30/2020

Revenue: \$52,428.17

Profit: -\$53,751.81

Measurables: Mark seven boxes

Rocks for the quarter/who:

1. Continue Working on Quality Growth with BCom (ZF)
2. Meet with Welcoming Partners and Discuss Initiatives (LM)
3. Design Team Defines Community Engagement Priorities (MK)
4. Convene Brain Drain Dream Team to Study Topic (JJ)

5. Presenting Seward County Housing Study to County/Municipalities (ZF)
6. Collect and Analyze Succession Management Survey Data (MK)
7. Grow Membership Base (ALL)

Membership Director's Report (Megan Kahler)

Meetings/Events Attended

- SCCDP Level 10 Meeting – 5/11/20 (every Monday)
- SCCDP Business Development Working Group Zoom Meeting– 5/11/2020
- Seward County Suicide Prevention Coalition Zoom Meeting – 5/12/2020
- Seward Kiwanis Helping Hands Zoom Meeting – 5/12/2020
- SCCDP Personnel & Board Policies Working Group Zoom Meeting – 5/13/2020
- SCCDP Finance Working Group Zoom Meeting – 5/13/2020
- SCCDP Executive Committee Zoom Meeting – 5/13/2020
- SCCDP Marketing, Membership & Fundraising Working Group Zoom Meeting – 5/14/2020
- Seward County Community Sector Briefing – 5/14/2020 (every Thursday then every two weeks)
- Retail & Restaurant Zoom Meeting – 5/14/2020 (every Thursday then every two weeks)
- SCCDP Board Zoom Meeting – 5/18/2020
- 4th of July Committee Zoom Meeting – 5/18/2020
- Seward County Visitors Committee Zoom Meeting – 5/19/2020
- Seward HR Group Zoom Meeting – 5/21/2020
- Seward Design Team Zoom Meeting (project lead)– 5/21/2020
- Hand Sanitizer Pick Up Event – 5/22/2020
- Seward County Bridges Board Zoom Meeting – 5/27/2020
- Seward Design Team Zoom Meeting – 5/28/2020
- Christmas Festival Planning Committee Zoom Meeting – 6/1/2020
- 'Jumpstart Your Recovery' Webinar hosted by Seward County Independent – 6/4/2020
- Seward Design Team Zoom Meeting – 6/4/2020
- Drive Seward Sunday – 6/7/2020
- Nebraska Chamber of Commerce Executives (NCCE) Zoom Meeting – 6/8/2020
- Seward County Suicide Prevention Coalition Zoom Meeting – 6/9/2020
- 4th of July Celebration Meeting – 6/9/2020
- Mid-America Chamber Executives (MACE) Webinar, 'Sponsorships & Social Distancing – How to Repackage Benefits in Age of COVID-19' – 6/10/2020
- Seward Design Team Zoom Meeting – 6/11/2020
- Seward County Bridges Board Zoom Meeting – 6/22/2020
- Seward County Commissioner Meeting for Seward County Bridges Annual Funding Request – 6/23/2020
- Active People, Healthy Seward Community Engagement Summit Part 2 via Zoom – 6/24/2020
- GrowthZone Webinar, 'Cyber Security Tips for Associations & Their Staff' – 6/25/2020

- Three-Year Planning Meeting – 6/25/2020
- Seward County Commissioner Meeting for chairman signatures on CB Grant documents – 6/30/2020
- Christmas Festival Planning Meeting – 7/6/2020
- Region V Systems Regional Coalition Zoom Meeting – 7/9/2020
- Seward Sidewalk Sales Event – 7/11/2020
- Drive-In Movie Event – 7/12/2020
- Seward County Suicide Prevention Coalition Zoom Meeting – 7/14/2020
- MACE Membership Recruitment During & Post-Pandemic Roundtable Zoom Event – 7/14/2020
- Seward Design Team Meeting – 7/14/2020
- KTMX Max Country Business After Hours – 7/15/2020
- Seward County Visitors Committee Meeting – 7/21/2020
- SCCDP Finance Working Group Zoom Meeting – 7/22/2020
- Seward County Bridges Board Meeting – 7/27/2020
- Seward County Bridges Annual Meeting – 7/27/2020
- SCCDP Personnel & Board Policies Working Group Zoom Meeting – 8/5/2020
- SCCDP Executive Committee Zoom Meeting – 8/5/2020
- GrowthZone Webinar, '8 Ways to Leverage Personalities Traits to Sell Memberships' – 8/6/2020
- Christmas Festival Planning Committee Meeting – 8/10/2020
- Back to School Breakfast event at Seward Public Schools – 8/11/2020
- Seward County Leading Locally Zoom Session – 8/11/2020
- SCCDP Membership, Marketing & Fundraising Working Group Zoom Meeting – 8/12/2020

Activities

- Prepared and sent SCCDP Working Group Meeting agendas
- Prepared and sent Seward County Visitors Committee agendas
- Coordinated pick up and drop off of TIME Promotion materials
- Prepared SCCDP presentation for Seward Kiwanis Helping Hands Zoom Meeting
- Prepared agendas for Retail & Restaurant Zoom Meetings (weekly then bi-weekly)
- Picked up items for project gift baskets
- Prepared gift basket and lunches for Project New Energy Spirit
- Worked with Chris Blanke from Four Corners on Seward Design Team updates
- Prepared and sent Seward County Bridges Board Meeting agendas
- Prepared SCCDP presentation for Seward HR Group Zoom Meeting
- Prepared nonprofit sector updates for weekly (then bi-weekly) Seward County Community Sector Briefings with Four Corners Health Department
- Coordinated pick up of traffic cones for hand sanitizer pick up event
- Worked on Community Engagement Summit/Seward Design Team projects
- Sent invitations for the Christmas Festival Planning Committee Zoom Meeting
- Prepared and sent the Christmas Festival Planning Committee agendas
- Worked with Mallory Gibreal from MHCS to create the Active People, Healthy Seward Facebook event

- Participated in Seward County Visitors Committee event supporting Carla Ketner from Chapters Books & Gifts on being featured in the Nebraska Passport
- Sent Liberty First Credit Union CD update to Marla Belitz Johnson, CPA for SCCDP financials (every month)
- Worked with Casey Tiemann on CB Grant updates
- Prepared Chamber Bucks for the Seward Community Golf Course (\$1,220)
- Worked with the team on Drive Seward Sunday event
- Prepared a public meeting notice for the Seward County Visitors Committee Meeting and sent to the Seward County Clerk's office (every month)
- Prepared Chamber Bucks for the Seward's Post Prom Committee (\$2,400)
- Worked with Leanne on the KTMX Max Country contract and schedule
- Met with Leanne and Anthony from KTMX Max Country to review contract and schedule for this year
- Coordinated with former Henderson Chamber of Commerce executive regarding community summit in Henderson
- Worked on Seward community engagement summit details
- Reviewed event budgets with Leanne
- Participated in SCCDP Administrative Assistant interviews
- Out of Office – Personal Vacation 6/16 – 6/19
- Coordinated with Shayla Flesner to get her bulk mailing info and stamps
- Coordinated with Bluestem Network to arrange a training session for the team on the new phone system
- Prepared the Seward County Bridges Annual Report
- Prepared and submitted an agenda request form for the Seward County Commissioners regarding Seward County Bridges annual funding request
- Delivered Back in Business signs to member businesses
- Worked with Casey Tiemann to coordinate the Three-Year Planning Meeting
- Prepared Seward County Bridges updated contracts and annual meeting invites to program leads
- Worked with Duane Miner to get checks to pay expenses for the Danbred Building
- Worked on sponsorship documents for Spend the Weekend in Seward promotion
- Met with Casey Tiemann and Carrie Gumaer to discuss Centennial Teammates and CB Grant
- Reviewed a welcoming toolkit for a strategic plan initiative
- Prepared Chamber Bucks for the Seward Community Golf Course (\$760)
- Met with Dr. Jordan Bell from Bell Chiropractic to discuss membership benefits
- Communicated with CB Grant program leads to complete quarterly reporting
- Completed final quarterly report for CB Grant and quarterly report for Prevention Block Grant
- Worked with Matthew from Bluestem Network on connectivity issues and billing
- Created and printed past due membership letters
- Prepared Chamber Bucks for MHCS (\$1,350)
- Communicated with SCCDP Ambassadors regarding upcoming events in Seward County
- Created and maintained the drive-in movie event in ChamberMaster
- Prepared Chamber Bucks for Chapters Books & Gifts (\$150)

- Picked up traffic cones and water for drive-in movie event
- Prepared and sent Chamber Bucks to drive-in movie registrants that were unable to attend the rescheduled event
- Met with Casey Tiemann to post invoices into the CB Grant database for funds
- Prepared financial reports for Seward County Bridges program account with Seward County Suicide Prevention Coalition for meeting
- Prepared letters of support for a Seward County Visitors Committee grant application for Magical Lights, LLC for their Christmas light show in Seward
- Trained Alexa on ChamberMaster and other documents
- Corresponded with SCCDP members to encourage swag for new teacher welcome bags
- Registered for JCMS Online training
- Worked with Sack Lumber to order new light poles and lights for the Santa House
- Coordinated with Vinny Bittinger to pick up new light poles and lights
- Prepared the Seward County Bridges Annual Meeting presentation
- Prepared Chamber Bucks for the City of Seward (\$100)
- Prepared Chamber Bucks for Tenneco (\$1,060)
- Worked with Alexa on SCCDP working group agendas and procedures
- Updated the 2020 Membership Dues document for working group meetings
- Discussed the drive-in movie contract with the SCCDP team
- Corresponded with Seward County tourism list to update their listing in Nebraska Life Magazine
- Reached out to Sam's Club regarding donations for the Seward Public Schools Back to Breakfast event
- Coordinated with Pac N Save to have muffins for the Back to School breakfast event
- Communicated with SCCDP Ambassadors regarding the Back to School breakfast event
- Out of office – Personal Vacation 7/28 – 7/31
- Out of office – Personal Time (funeral) – 8/3
- Prepared new teacher welcome bags with Alexa
- Worked with Duane Miner to have checks prepared out of the SCCDP Building Account, including the property tax check for the 2nd half of the year
- Completed online training for the GrantVantage system (CB Grant invoicing and funding requests)
- Worked with Marla Belitz Johnson, CPA team and Alexa to prepare documents for the SCCDP Internal Audit conducted by SCCDP Board Treasurer, David Kumm
- Discussion with SCCDP team regarding Ignite the Flight event
- Reached out to Walmart and Fehlhafer's, Inc. regarding the possibility of Clean Up Day in 2020
- Prepared muffins for delivery at Seward Public Schools (put each muffin in a Ziploc bag)
- Completed the Seward County Leading Locally class
- Prepared reports for the SCCDP Membership, Marketing & Fundraising Working Group Zoom Meeting
- Worked with Kaleigh Leick about a partnership with Seward County Bridges
- Worked with Leanne to prepare a Christmas Festival schedule of events report for SCCDP board
- Worked on board report
- Helped prepare the board packet

Marketing & Events Coordinator's Report (Leanne Miller)

Meetings/Events Attended

- 5/19/20 – Attended SCCDP Board meeting and staff/board Strengths training session
- 5/20/20, 6/5/20, 6/9/20, 6/16/20, 6/22/20 – Meeting with York County Regarding ImagiNE campaign
- 5/21/20 – Met with Kevin and Brady, the new SCI editor, to make connections
- 5/21/20, 6/4/20, 6/11/20, 6/18/20, 7/9/20, 7/23/20, 8/6/20 – Attended Four Corners Health Department Community Briefing
- 5/21/20, 5/28/20, 6/4/20, 6/11/20, 7/9/20, 7/23/20, 8/6/20 – Attended Retail/Restaurant group meeting
- 5/22/20 – Assisted with hand sanitizer pick up event
- 5/26/20 – Attended BCOM Webinar: Making the most of your digital marketing
- 5/28/20 – Attended RFI Civic Engagement community meeting
- 6/1/20, 7/6/20, 8/10/20 – Attended Christmas Festival Committee meeting
- 6/3/20 – Gave presentation, alongside Jonathan, for RFI Fellows
- 6/4/20 – Attended Jumpstart Your Recovery webinar
- 6/5/20 – Meeting with JEO and SCI regarding County Comp Plan
- 6/7/20 – Attended Drive Seward Sunday
- 6/11/20 – Meeting with KTMX to plan radio schedule
- 6/12/20 – Met with Megan regarding event budgeting
- 6/16/20 – Meeting with Jonathan to go over marketing budget and Civic Engagement goals
- 6/16/20 – Attended and took minutes for Seward County Visitors Committee
- 6/16/20 – Attended RFI Civic Engagement meeting with Nebraska City/UNL Extension
- 6/19/20 – Attended NCCE Mini Institute
- 6/22/20 – Attended phone training with Bluestem
- 6/25/20 – Attended Civic Engagement meeting with all communities
- 6/30/20 – Participated in team quarterly rock meeting
- 7/8/20 – Meeting with Joe from Rural Radio
- 7/11/20 – Attended sidewalk sales to take photos for marketing
- 7/12/20 – Assisted with set up, gate admission and tear down of drive-in movie
- 7/14/20 – Meeting with Von Thomas regarding welcoming initiatives
- 7/14/20 – Attended Utica Commercial Club Meeting
- 7/15/20 – Attended Max Country/ KOOL Radio business after hours event
- 7/21/20 – Meeting with Jonathan regarding PR for new businesses
- 7/21/20 – Meeting with Wells Howe from TravelStorystyGPS
- 8/6/20 – Attended GrowthZone Membership Recruitment webinar
- 8/6/20 – Attended SCCDP Business Development Working group meeting to present succession management results
- 8/7/20 – Zoom meeting with Greta Leach regarding ToP training refresher for Welcoming County Initiatives
- 8/11/20 – Attended the Back to School Breakfast at Seward Public Schools
- 8/12/20 – Attended SCCDP Marketing, Membership and Fundraising meeting

Activities

- Continued to send out weekly Blue River Buzz newsletter
- Continually updated and posted on the SCCDP Facebook Page and Instagram

- Created social media graphics for events and information daily
- Wrote press release for TIME promotion – sent to: SCI, Channel 10/11, and Channel 8
- Created TIME Promotion website located on our cultivatesewardcounty.com site
- Created TIME Promotion testimonial graphics to post on social media
- Assisted Megan and Jonathan in preparing for 5/20 economic development site visit
- Worked with local businesses to get hand sanitizer sign up times filled for disbursement on 5/22
- Created press release about hand sanitizer giveaway – sent to: SCI
- Created condensed version of Q2 President & CEO Report and sent to members
- Created Q2 Site Selector Newsletter and sent
- Made changes to Business Anniversary Luncheon graphics and made calls to businesses – moving it to virtual event
- Created PowerPoint for 6/3/20 presentation to RFI Fellows
- Worked with Sports Express to get ‘Back in Business’ window clings ordered
- Created marketing materials for Back in Business and Drive Seward Sunday
- Created landing pages for the Active People, Healthy Seward initiative
- Revamped relocation landing page; this is the site that interested parties are directed to from the ImagiNE workforce ad campaign
- Created available rental housing landing page
- Was in contact with VisionOne to get webinar recording and succession management information
- Made changes to relocation page for ImagiNE campaign
- Gave Channel 6 contacts for Seward 4th of July interview/spotlight
- Created “Spend the Weekend in Seward” event/graphics in tandem with SCCDP Drive-in Movie
- Worked with SCI on bi-weekly SCCDP newspaper column
- Helped promote/market Seward County Comprehensive Plan open house and follow-up survey
- Created annual Seward County Development Projects document
- Worked on putting together Business Anniversary celebration information, this included making many individual calls to businesses and organizations
- Worked with SCI to get two advertisements for Spend the Weekend in Seward, one for the drive-in movie and one for sidewalk sales
- Helped retailers create graphics to market their sidewalk sales specials
- Created social media package for retailers/restaurants for sidewalk sales
- Sent succession survey to members
- Created Administrative Assistant press release
- Helped create marketing for Max Country/KOOL Radio business after hours (not SCCDP hosted event)
- Created team spotlights for Instagram to become more personable with followers
- Created graphics for Back to School with sponsors
- Created graphic for Agribusiness winner with sponsors to post during Seward County Fair week
- Worked with Max Country to plan ads for Back to School with sponsors
- Helped create Seward video shot list for Sorghum Board hype video
- Started planning NCCE Fall Conference logistics
- Reviewed Active People, Healthy Seward press release and sent it to News Channel Nebraska and NTV
- Worked with Maly Marketing to get new ‘hello@cutlivesewardcounty.com’ email
- Contacted Nebraska Tourism Commission to get Seward County information updated
- Created Quarter 3 Site Selector Newsletter

- Wrote press release for Ignite the Flight

Development Director's Report (Zane Francescato)

Meetings/Events Attended:

- Level 10 Team Meetings – (Every Monday Starting 5/11/2020)
- NEDA Legislative Committee Call – (Every Thursday Starting 5/14/2020)
- Seward County Career Experience Program Planning Call – 5/15/2020
- Participated in SCCDP Board Meeting – 5/18/2020
- ImagiNE Opportunity Talent Ad Meeting with York County Development Corporation (YCDC) – 5/20/2020
- Seward County Career Experience Program – 5/20/2020
- Drive-In Movie Discussion with Julie Wisheart at the Rivoli – 5/21/2020
- Call with Austin Bontrager to Discuss Drive-In Movie Equipment – 5/21/2020
- Distributed 300 gallons of hand sanitizer to area businesses – 5/22/2020
- ImagiNE Opportunity Talent Ad Meeting with YCDC – 5/28/2020
- Distributed 100 gallons of hand sanitizer to area businesses – 5/29/2020
- Had a discussion with Clark Kolterman about Virtual July 4th Courthouse Video – 5/29/2020
- Discussion with Dr. John Skretta to discuss brain drain data and graduation stats – 6/3/2020
- Discussion with Phil Grimpo about Drive-In Movie options – 6/3/2020
- Participated in Manufacturing Partners Call – 6/3/2020
- Started preparing to assist area businesses with SAM registration and renewals – 6/4/2020
- Conversation with Clark Kolterman to discuss July 3rd Drive-In Movie idea – 6/4/2020
- Received Quality Growth Study update from BCom Solutions – 6/5/2020
- ImagiNE Opportunity Meeting with YCDC – 6/5/2020
- Drive Seward Sunday Planning – End of May to 6/5/2020
- Drive Seward Sunday – 6/7/2020
- Discussion with Concordia University, Nebraska about Drive-In Movie Equipment – 6/9/2020
- ImagiNE Opportunity Meeting with YCDC – 6/9/2020
- SAM Training with Quentin Farley (University of Nebraska) – 6/9/2020
- July 3rd Drive-In Movie pitch prep for presentation to July 4th Committee – 6/9/2020
- Started CDBG Application training (multi-day/week training) – 6/10/2020
- SAM Renewal Meeting with Melissa Briggs – 6/12/2020
- SAM Renewal Meeting with Ken Schmieding – 6/12/2020
- Met with prospective candidates for SCCDP Administrative Assistant position – 6/15/2020
- Met with Julie to assist with SBS Grant Application – 6/15/2020
- Participated in Seward County Comprehensive Planning Virtual Open House – 6/15/2020
- Call with Austin Bontrager about Drive-In Movie Equipment (and ordered Equipment) – 6/16/2020
- Testified to Seward County Visitors Committee for Marketing Grant funds to be used for the ImagiNE Opportunity Marketing Campaign with YCDC – 6/16/2020
- Laid out Drive-In Movie at fairgrounds (on paper) – 6/16/2020
- Coffee with Congressman Fortenberry Chief of Staff – 6/17/2020
- Call with YCDC to discuss visitors committee grant and ImagiNE Opportunity Campaign – 6/17/2020
- Led question and answer session with county counselors and superintendents for information to add on Perkins Grant for Seward County Career Experience Program – 6/17/2020
- Meeting with Doug Brand at Seward county Fairground to get Drive-In Movie Details – 6/22/2020

- Had all-team training with Bluestem Network for new phone system – 6/22/2020
- Met with Pastor Kyle at Hillcrest to discuss Drive-In sound system – 6/22/2020
- Had ImagiNE Opportunity Campaign meeting with YCDC – 6/22/2020
- Recorded Seward County Courthouse history video for Seward’s July 4th virtual celebration – 6/22/2020
- Quality Growth study check-in with BCom Solutions – 6/23/2020
- CDBG Application training – 6/23/2020
- Participated in Webinar: “How the USMCA benefits Nebraska” – 6/24/2020
- CDBG Application training – 6/25/2020
- Installed window A/C units in Petsource offices – 6/26/2020
- Call with Scott Dinslage to discuss Property Portal – 6/26/2020
- ImagiNE Opportunity Team Meeting – 6/26/2020
- Meeting with Julie to discuss Drive-In Movie concession logistics – 6/29/2020
- Drive-In movie planning – 6/29/2020
- CDBG Application Training – 6/30/2020
- Quarterly Rocks team meeting – 6/30/2020
- Dropped off back in Business signs to local businesses – 7/1/2020
- Worked on Congressman Berueter video for virtual July 4th Celebration – 7/1/2020
- Started work on Garland Housing Study Presentation – 7/1/2020
- Finalized Congressman Berueter video for virtual July 4th – 7/2/2020
- Drive-In movie planning – 7/2/2020
- Put letters on road signs for Back in Business weekend promotion – 7/6/2020
- Call with BCom to discuss Phase 1 Quality Growth study findings – 7/6/2020
- Started work on gathering Paycheck Protection Program data – 7/6/2020
- Lunch with new City Engineer, Mike Oneby – 7/8/2020
- Call with Jeff Ray from JEO to discuss population data for the Quality Growth study – 7/8/2020
- Picked up loaned Drive-In movie equipment from Sack Lumber – 7/8/2020
- Prepared for and gave presentation with Jonathan to Milford (Bellwood) Church Council about potential development for Crestview Care Center – 7/8/2020
- Picked up loaned Drive-In movie equipment from Nebraska national Guard Museum and Hillcrest Church – 7/8/2020
- Drive-In movie equipment set-up and test run – 7/8/2020
- Drive-In movie set-up (ended up having to postpone due to weather) – 7/9/2020
- Drive-In Movie – 7/11/2020
- CDBG Application Training – 7/14/2020
- Participated in NCCE Legislative Committee Meeting – 7/13/2020
- Call with Memorial Health to discuss renting Drive-In movie equipment – 7/14/2020
- CDBG Application training – 7/15/2020
- Participated in Nebraska Chamber Webinar: “Reigniting Economic Development” – 7/15/2020
- Participated in Max Country Afterhours at Bottle Rocket – 7/15/2020
- Started to draft contract for movie equipment rental – 7/15/2020
- Worked on and Finished Housing Study Presentation for Milford – 7/20/2020
- NCCE Legislative Committee Meeting – 7/20/2020
- Observed proceedings in the Unicameral (first day back to complete 17 days of legislative session) – 7/20/2020
- Started working on Drive-In Movie rental equipment agreement with SCCDP attorney – 7/20/2020

- CDBG Training – 7/21/2020
- Continued work on rental agreement – 7/21/2020
- Participated in Berry Law Veteran Alliance call – 7/21/2020
- Attended Seward City Council Meeting – 7/21/2020
- Observed debate over property tax and LB720 – 7/22/2020
- Reviewed contract changes from attorney and sent revisions – 7/22/2020
- Started working on legislative update – 7/23/2020
- Finalized contract with attorney – 7/23/2020
- Participated in the Nebraska Talent Team Call to discuss Employee Incentive/Recruitment programs – 7/24/2020
- NCCE Legislative Committee Meeting – 7/27/2020
- Worked on Development and Government Affairs Director title change – 7/27/2020
- Started working on Board Report – 7/29/2020
- Lunch with Assistant Chief Peters at La Cocina – 7/29/2020
- Met with BCom to discuss edits to Phase 1 of the Quality Growth study – 7/30/2020
- Purchased and labeled new extension cords for drive-in movie set-up – 7/30/2020
- ImagiNE Opportunity Campaign Update meeting with YCDC – 8/3/2020
- NCCE Legislative Meeting – 8/3/2020
- Prepped for Milford City Council Housing Study Presentation – 8/4/2020
- Attended Chief Baldwin’s Retirement Party at the Library – 8/4/2020
- Attended Seward Rotary meeting – 8/5/2020
- Had phone conversation with CUNE student who will be helping with movie equipment – 8/5/2020
- Watched Unicameral Debate over Property Tax and Business Incentives – 8/5/2020
- Worked on Seward County Commissioners Housing Study Presentation – 8/6/2020
- Gave Quality Growth Study update to Business Development Working Group – 8/6/2020
- Participated in NEDA Legislative Committee Meeting – 8/7/2020
- Worked on Board Report – 8/7/2020
- Started working on Ignite the Flight Alternative Event – 8/7/2020
- Delivered Movie Equipment to CUNE and assisted team in set-up – 8/7/2020
- Picked up Movie Equipment from CUNE – 8/10/2020
- Spoke with Malcom Field of Dreams representative about drive-in movie – 8/10/2020
- Attended County Comprehensive Planning Session in Milford – 8/10/2020
- Attended Seward Public Schools Back to School Breakfast – 8/11/2020
- Participated in SCCDP Marketing, Membership & Fundraising meeting; gave update on ImagiNE Opportunity Campaign – 8/12/2020
- Attended County Comprehensive Plan listening session in Garland – 8/12/2020

Housing and Business Development Activities:

- Participated in NIFA Webinar “Housing First: Best Practices” – 5/27/2020
- Participated in Virtual Housing Workshop put on by NIFA, NEDED, and HUD – 5/28/2020
- Participated in site tour with Jonathan and housing developer – 5/29/2020
- Introduced/Interviewed by Seward County Habitat for Humanity Board; met with Shelly Nitz, Don Rondorf, and Josh Hanshaw – 6/5/2020
- Prepped materials for downtown storefront site visit – 6/12/2020
- Site visit with possible spec commercial site developer – 6/24/2020

- Housing grant idea discussion with Kara Lacey – 6/25/2020
- Participated in NIFA Housing Trust Fund Webinar – 7/1/2020
- Housing Study Presentation to Garland Board of Trustees – 7/7/2020
- Participated in NIFA Workforce Housing Webinar – 7/16/2020
- Housing Study Presentation to Milford City Council – 8/4/2020
- Organized Developer and Large Employer Meeting to determine housing need for workforce – 8/5/2020-8/6/2020
- Delivered Housing Study Presentation to the Seward County Commission – 8/11/2020
- Participated in discussion with possible housing developer and Seward HR Networking Group to inform and gauge interest in housing partnerships – 8/11/2020
- Started working on housing authority/HUD request from community member – 8/11/2020
- Participated in NIFA webinar: “Rental v. Homeownership Analysis” – 8/12/2020

Other Work (Dates Unspecified/On Rolling Basis)

- Wrote and published ImagiNE Nebraska Op-Ed, Re-Opening, and Good News article(s) in paper
- Work on Designing and implementing a Seward Rental Property Portal

COVID-19 Response/Resource Coordination:

- Four Corners Community Sector Briefing Call (Every Thursday Starting 5/14/2020)
- Member Financial Institution Team Call (Every Thursday Starting 5/14/2020)
- Retail and Restaurant Committee Call (Every Thursday Starting 5/14/2020)
- Zoom call to discuss Nebraska COVID-19 business impact survey results – 5/11/2020
- Attended U.S. Chamber of Commerce Webinar: The Path Forward - Best Practices – 5/14/2020
- Attended Getting Your Community Connected Webinar – 5/14/2020
- Participated in National Small Business Administration Townhall #8 – 5/15/2020
- Listened to call with NEDED Dir. Goins who gave a COVID-19 State Update – 5/18/2020
- Participated in Webinar: “The Small Business Guide to PPP Forgiveness” – 5/21/2020
- Spoke with Greg Dynek, CEO of Bluestem Network, to discuss the Nebraska Department of Economic Development’s (NEDED) Broadband Grant – 6/2/2020
- Participated in NIFA Disaster Recovery status update call – 6/3/2020
- Distributed “Back in Business” window clings to downtown businesses – 6/4/2020
- Participated in Nebraska Chamber Webinar: “Reopening & Recovery” – 6/10/2020
- NEDED Broadband Grant planning conversation with Greg Dynek of Bluestem Network – 6/12/2020
- Listened to Governor’s Press Conference about upcoming NEDED Grant Programs (Broadband Grant, Small Business Stabilization (SBS)) – 6/12/2020
- Participated in NEDA Call about NEDED Grant Programs – 6/12/2020
- Sent informational email to SCCDP Membership about NEDED Grant programs – 6/12/2020
- Broadband Grant discussion with Greg Dynek – 6/15/2020
- Assisted La Caretta with SBS Grant – 6/15/2020
- Worked on sending out SBS Round 2 application notifications – 7/14/2020
- Met with La Cocina to discuss SBS Grants – 7/15/2020
- Met with Turning Point Behavioral Health to assist with some COVID-19 related grant applications – 7/16/2020

COVID-19 Relief Funding to County Businesses

- Triple Impact Match Event (TIME Promotion): \$207,977.97
- Paycheck Protection Program (PPP) Loans:
 - Loans under \$150,000
 - 443 Applicants
 - Total Amount: \$10,974,915.75
 - 2,867 jobs saved
 - Loans between \$150,000 – \$5 million
 - 31 applicants
 - Total Amount: Unspecified
 - 1,705 jobs saved
- Small Business Stabilization (SBS) Grants: Data still coming in for how many businesses applied/how many grants were awarded. SCCDP sent out grant details to all members and personally helped 10 businesses apply for the grant.
- Broadband Grant
 - SCCDP helped gather letters of support for Bluestem Network's broadband expansion in Milford. Regrettably, Bluestem did not receive the grant due to Milford not meeting speed requirements (on paper). However, Bluestem did receive a grant to expand services to Pleasant Dale, which is good news.

Administrative Assistant's Report as of July 13, 2020 (Alexa Axthelm)

Meetings/Events Attended

- SCCDP Level 10 Meeting – (every Monday)
- Finance Working Group Meeting – July 22nd
- Personnel and Board Policies Working Group Meeting – August 5th
- Business Development Working Group Meeting – August 6th
- Marketing, Membership, and Fundraising Working Group Meeting – August 12th
- Finance Working Group Meeting – August 12th

Activities

- Took minutes at working group meetings
- Wrote support letter for Dragon Palace Seward County Visitors Committee grant application
- Packed 350 CUNE student welcome bags
- Packed new teacher welcome bags
- Completed GLS site database items for Rick Nelsen from NPPD
- Helped prepare for the SCCDP internal audit
- Helped print Tenneco Chamber Bucks order
- Wrote new teacher welcome bag thank you letters
- Compiled high school senior graduation data from Centennial, Milford, and Seward into a spreadsheet
- Made calls to SCCDP member businesses to check in
- Coded receipts and preparing them for Marla's office
- Imputed payments into Chamber Master
- Answered office phone calls
- Helped visitors who come to the Civic Center
- Provided support to other team members through various errands and tasks
- Worked on board report

- Helped prepare the board packet

Seward County Vision Statement 2035

Seward County is a pro-active and collaborative area with vibrant, welcoming, family-friendly, and safe communities, recognized for pillars of strength in agriculture, arts and culture, business, education, entrepreneurship, government, and healthcare.

We are a destination location for businesses, visitors and residents within the greater metropolitan area and an active partner in the region.

Our residents enjoy picturesque and diverse neighborhoods, viable main streets, outstanding recreational opportunities, active civic life, faith-based living, and quality housing and employment choices.

The private and public sectors are united and citizens are engaged for the betterment of all Seward Co.

We are guided by:

Integrity – We are open, honest and hold ourselves to the highest ethical standards.

Respect – We treat everyone with courtesy, equity, and fairness.

Leadership – We understand the importance of engaged leadership and that leadership must transition to ensure the vision continues for future generations.

Giving/Philanthropy – We are caring and generous. We encourage giving freely and helping those in need. We champion volunteerism for its powerful contribution to our area.

Planning – We acknowledge the importance of a shared vision and being intentional about planning for our future. We believe our collective efforts will be sustainable for the long-term betterment of all Seward County.

QUARTERLY REPORT SUMMARY

Prepared for SCCDP Members • August 2020

- The SCCDP has received final approval for Perkins grant funding in partnership with ESU 6 in Milford to launch the Seward County Career Experience Program (SCCEP will introduce area high school students to viable career opportunities through internships, apprenticeships, and shadowing of local professionals); this Perkins grant will allocate funding for the next three years to SCCDP to work with Centennial, Milford, and Seward High Schools and area businesses to develop the SCCEP
- Prepped for and hosted Milford and Seward site visits for Project New Energy Spirit (Seward Rail Campus), housing developer, commercial spec building developer, and two visits from co-owners of an ag tech startup
- Submitted proposals for the Seward Rail Campus including follow up questions for Project New Energy Spirit and Project Proxima and new information for Project Pintail
- New businesses have located in Milford including Midwest Hemp Exchange (supported through Milford LB 840 grant) and Dollar General (SCCDP made strategic introduction for building sale and organized ribbon cutting)
- New businesses starting construction in Seward include Scooter's Coffee and Levander Automotive
- SCCDP signed land purchase option for development site northwest of Milford and started master planning on the site in partnership with Milford LB 840 grant and NPPD Site Ready Assistance Program grant
- City of Milford is pursuing a downtown revitalization planning grant by applying to the Nebraska Department of Economic Development in partnership with Southeast Nebraska Development District and SCCDP (if selected, Milford LB 840 grant will provide the required 25% matching funds)
- Discussed business transition for local Seward manufacturer with two interested parties
- Connected resources for LB 840, TIF, grants, and/or available building & land to various business owners including companies that want to start or expand a building contracting business at the Seward Rail Campus, manufacturing animal feed, garbage/recycling, insects for food, three local Seward restaurants (one is receiving a Seward County Visitors Committee Brick & Mortar grant to redo front windows), bearings manufacturer, local nonprofit organization, local insulation business, temporary office space for local manufacturer, three commercial spec building developers, multiple housing developers, interested housing purchasers in Milford/Seward, local HVAC business, senior housing in Milford, local liquor store, local tobacco shop, corn cob grinding business, and commercial building owner in Milford asking about lease rates

QUESTIONS OR FOLLOW UP?

CONTACT:

JONATHAN JANK

402-570-8020

MEET THE TEAM



MEMBERSHIP DIRECTOR, MEGAN KAHLER

• The Membership Director is responsible for working with their teammates, members, and community volunteers to accomplish the short and long-term goals of the Seward County Chamber & Development Partnership (SCCDP) related to maintaining current relationships with members while seeking new membership and sponsorship opportunities for the SCCDP. This position helps the President & CEO work to fulfill the Vision Statement 2035.

MARKETING & EVENTS COORDINATOR, LEANNE MILLER

• The Marketing & Events Coordinator is responsible for working with their teammates, members, and community volunteers to accomplish the short and long-term goals of the Seward County Chamber & Development Partnership (SCCDP) related to marketing/communications and all aspects of event planning and execution. This position helps the President & CEO work to fulfill the Vision Statement 2035.



DEVELOPMENT DIRECTOR, ZANE FRANCESCATO

• The Development Director is responsible for working with their teammates, members, and community volunteers to accomplish the short and long-term goals of the Seward County Chamber & Development Partnership (SCCDP) related to housing, workforce development, and economic development activities. This position helps the President & CEO work to fulfill the Seward County Vision Statement 2035.

ADMINISTRATIVE ASSISTANT, ALEXA AXTHELM

• The Administrative Assistant is responsible for working with their teammates, members, and community volunteers to accomplish the short and long-term goals of the Seward County Chamber & Development Partnership (SCCDP) related to maintaining SCCDP's office systems and equipment, including ensuring bookkeeping and payroll are completed by an accounting contractor on a weekly basis, responding to general communications, assisting with events, helping members and visitors feel welcome, and providing administrative support as needed. This position helps the President & CEO work to fulfill the Vision Statement 2035.



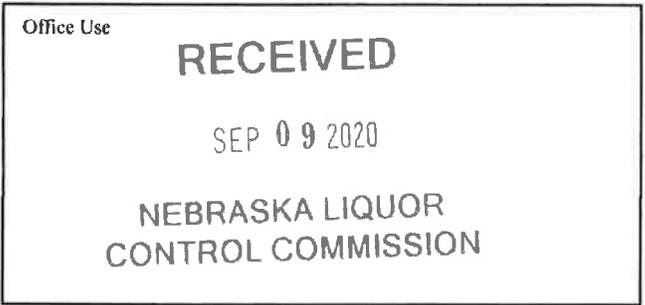
PRESIDENT & CEO, JONATHAN JANK

• The President & CEO is the chief executive officer of the Seward County Chamber & Development Partnership (SCCDP) and directs all activities necessary to meet the objectives and implement policy, as established by the Board of Directors. This executive position is accountable for the effective and efficient operation of all organizational activities of the SCCDP to move Seward County forward to fulfill the Vision Statement 2035. Reports to the SCCDP Board of Directors; responsible for leadership and development of professional staff members.



**MANAGER APPLICATION
INSERT - FORM 3c**

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



MUST BE:

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

Corporation/LLC information

Name of Corporation/LLC: Veterans of Foreign Wars 4755

Premise information

Liquor License Number: 001681 Class Type C (if new application leave blank)

Premise Trade Name/DBA: Veterans FW 4755

Premise Street Address: 243 9th St.

City: Seward County: Seward Zip Code: 68434

Premise Phone Number: 402-643-6038

Premise Email address: sewardvfwpost4755@gmail.com

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

A handwritten signature in black ink, appearing to be "W. J. ...".

SIGNATURE REQUIRED BY CORPORATE OFFICER / MANAGING MEMBER

(Faxed signatures are acceptable)

147 voter passport training

Manager's information must be completed below PLEASE PRINT CLEARLY

Last Name: Snyder First Name: Elizabeth MI: C
 Home Address: 1038 196th Rd.
 City: Pleasant Dale County: Seward Zip Code: 68423
 Home Phone Number: 402-519-6276
 Driver's License Number & State: [REDACTED] Nebraska
 Social Security Number: [REDACTED]
 Date Of Birth: [REDACTED] Place Of Birth: Nebraska
 Email address: esnnyder622@gmail.com

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

YES NO

Spouse's information

Spouses Last Name: _____ First Name: _____ MI: _____
 Social Security Number: _____
 Driver's License Number & State: _____
 Date Of Birth: _____ Place Of Birth: _____

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

APPLICANT			SPOUSE		
CITY & STATE	YEAR FROM	YEAR TO	CITY & STATE	YEAR FROM	YEAR TO
Pleasant Dale, NE	Birth	2014	Pleasant Dale, NE	2018	2020
Seward NE	2014	2015			
Pleasant Dale, NE	2015	2016			
Glenrock, WY	2016	2018			

MANAGER'S LAST TWO EMPLOYERS

YEAR FROM TO		NAME OF EMPLOYER	NAME OF SUPERVISOR	TELEPHONE NUMBER
2018	2018	Cupcakes & More	Regina Hansen	402-261-6214
2018	2020	Liz's Sweet Stuff	Elizabeth Snyder	402-579-6276

1. READ CAREFULLY. ANSWER COMPLETELY AND ACCURATELY.

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

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

YES NO

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

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

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

YES NO

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

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

YES NO

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

*NLCC Training Certificate Issued: _____ Name on Certificate: _____

Applicant Name	Date (mm/yyyy)	Name of program (attach copy of course completion certificate)
Elizabeth Sneyde		Nebraska Alcohol Server/Seller Certification

*For list of NLCC Certified Training Programs see [training](#)

Experience:

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

5. Have you enclosed form 147 regarding fingerprints?

YES NO

PERSONAL OATH AND CONSENT OF INVESTIGATION

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

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

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

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



Signature of Manager Applicant

Signature of Spouse

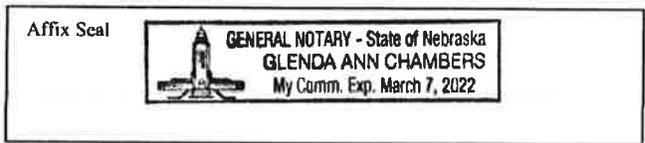
ACKNOWLEDGEMENT

State of Nebraska
County of Seward The foregoing instrument was acknowledged before me this

September 1, 2020 by Elizabeth Snyder
date NAME OF PERSON BEING ACKNOWLEDGED



Notary Public signature



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

Bonnie Otte

From: City of Seward Website <info@connectseward.org>
Sent: Thursday, July 16, 2020 1:34 PM
To: info
Subject: City Council Agenda Item Request

Date: September 15, 2020
Name: Zane Francescato
Address: 616 Bradford St. Seward, NE 68434
Email: Zane@CultivateSewardCounty.com
Phone: 402-643-4189

Explanation of Request: To present key data from the recently completed Seward County-wide housing study as well as to present 22 points of action and potential partnerships to address housing needs. I would need 10 minutes to present data, walk through action points, and answer questions. A more detailed presentation document as well as an executive summary of the study will be sent to Council ahead of time for review.

Action requested: N/A

Will this agenda item require the expenditure of funds: No

Printed Name: Zane Francescato

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This mail is sent via contact form on City of Seward <http://www.cityofsewardne.gov>

ORDINANCE NO. 2020-

AN ORDINANCE TO PROVIDE FOR ANNUAL CLASSIFICATION OF OFFICERS AND EMPLOYEES OF THE CITY OF SEWARD, NEBRASKA; TO PROVIDE FOR A 1.0% COST OF LIVING ADJUSTMENT; TO PROVIDE FOR LONGEVITY PAY AND PAYMENT OF PART-TIME EMPLOYEES; TO PROVIDE FOR A DATE SUCH CLASSIFICATION AND PAY RANGES OF COMPENSATION SHALL BECOME EFFECTIVE; TO PROVIDE FOR PUBLICATION IN PAMPHLET FORM; TO PROVIDE FOR A TIME WHEN THIS ORDINANCE SHALL TAKE EFFECT.

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

Section 1. CLASSIFICATION, RANGES OF COMPENSATION. The classification of officers and employees of the City of Seward, Nebraska, pay grades and ranges of compensation for such classification are as follows:

2020-2021 SALARY SCHEDULE
PAY RANGE RATES

<u>POSITION</u>	(20)	CLERICAL (HOURLY)	
		<u>MINIMUM</u>	<u>MAXIMUM</u>
(A) CLERICAL (HOURLY)			
Account Clerk III		17.03	22.86
Util Billing Clerk/Customer Service Representative		15.81	20.96
Administrative Assistant		14.57	19.80
Admin Assistant - Municipal Bldg		14.04	18.36
Library Assistant II/Social Media/IT		16.36	21.52
Library Assistant I/Community Outreach		12.50	14.60
Library Assistant I/Children's Services		11.90	14.60
Library Clerk I		10.11	12.60
Aging Services Commission Assistant		14.30	19.11
Golf Shop Seasonal Employee		9.94	12.06
(B) LABOR & TRADES (HOURLY)			
Code Enforcement/Inspection Official		19.77	24.81
Civic Center Caretaker		9.91	11.59
Custodian		12.85	19.13
Electric Line Crew Chief		29.57	39.08
Electric Journeyman Lineman		27.45	36.96
Electric Lineman		25.06	31.73

Electric Service Technician	24.15	30.05
Electric Seasonal Groundman	18.92	22.31
Meter Maintenance Utility Worker	16.18	21.68
Assistant Public Properties Director	21.05	24.35
Public Properties Maintenance Worker	14.53	21.21
Street Division Foreman	22.19	28.66
Street Maintenance Worker III	17.19	23.14
Street Maintenance Worker II	15.74	21.14
Street Maintenance Worker I	14.50	19.15
Recycling Center Worker	10.14	14.57
Facility Maintenance Supervisor	22.83	30.63
WW Treatment/Water Plant Operator	19.81	26.35
Senior Utility Maintenance Worker II	20.86	28.30
Utility Maintenance Worker II	19.75	26.98
Utility Maintenance Worker I	16.96	22.60
Water/Wastewater Seasonal Laborer	12.90	13.41
Summer Seasonal Laborer	12.90	13.41
Pool Manager	12.11	14.32
Assistant Pool Manager	10.46	12.40
Swim Program Coordinator	10.19	12.05
Lifeguard	9.91	11.01
Pool Office/Concession Work	9.91	11.01
Water Safety Instructor	9.91	11.01
Swim Lesson Aide	6.61	7.16

(C) PUBLIC SAFETY (HOURLY)

Police Sergeant	23.68	31.28
Police Officer II	20.86	27.72
Police Officer I	19.97	26.61
Administrative Secretary/Records Clerk	15.13	20.37
Community Service Officer	13.41	18.38

(D) SUPERVISORY, TECHNICAL & ADMINISTRATIVE (MONTHLY)

City Administrator	9,545	10,288
Chief of Police	6,147	7,541
City Engineer	6,040	8,053
Asst. Chief of Police	5,326	6,251
Electric Superintendent	5,491	7,253

Public Properties Director	5,155	6,410
Asst. Adm/Clk-Treas/Budget & HR Director	5,083	7,056
Water/Wastewater Director	4,887	7,261
Street Superintendent	4,711	5,952
Finance Director/Treasurer	5,125	6,773
Library Director	4,297	5,389
Deputy Clerk/Fin Director/Asst. Treasurer	4,293	5,250
Golf Course Grounds Superintendent	4,293	5,007
Building/Zoning/Code Enforcement Director	4,215	5,278
Assistant Recreation Director	3,001	3,904
Golf Shop Manager	3,001	3,905
Assistant Library Director	2,994	4,048
Civic Center Manager	2,994	3,455

Section 2. LONGEVITY PAY. Each employee, who is a full-time employee, will, for each two years of service to the City, receive five dollars (\$5.00) per month in addition to the established base pay in his classification as set forth in Section One of this ordinance.

Section 3. COMPENSATION PAYABLE BIWEEKLY. The compensation and salary fixed for the respective officers and employees of the City by this ordinance shall be paid biweekly.

Section 4. PART-TIME EMPLOYEES. Persons employed by the City on a part-time or occasional basis shall be paid on an hourly rate and at such time as shall be fixed by the Mayor and Council by motion.

Section 5. REPEAL. Any City of Seward ordinance, resolution, or employee handbook or part of any ordinance, resolution, or employee handbook of the City of Seward, Nebraska in conflict with this Ordinance is hereby repealed to the extent of such conflict.

Section 6. WHEN OPERATIVE. This ordinance shall be effective the beginning of the next full pay period following October 1, 2020, after its approval, passage and publication as required by law and the ordinances of the City.

Passed and approved this _____ day of _____, 2020.

ATTEST:

THE CITY OF SEWARD, NEBRASKA

 Bonnie Otte
 Assistant Administrator
 Clerk/Treasurer/
 Budget & Human Resources Director

 Joshua Eickmeier, Mayor

ORDINANCE NO. 2020-

AN ORDINANCE TO AMEND SECTIONS 237-3.1 THROUGH 237-3.13 OF THE MUNICIPAL CODE; TO INITIATE AN ELECTRIC RATE ADJUSTMENT THAT WILL INCREASE TOTAL SYSTEM REVENUES GENERATED BY RATES CHARGED TO CUSTOMERS FOR SERVICES FROM THE ELECTRIC DISTRIBUTION SYSTEM OF THE CITY BY 3.0% EFFECTIVE WITH THE OCTOBER 2020 BILLING; TO PROVIDE FOR BILLING THEREOF; TO REPEAL THE ORIGINAL SECTIONS 237-3.1 THROUGH 237-3.13; TO PROVIDE FOR PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM; TO PROVIDE FOR A TIME WHEN THIS ORDINANCE SHALL TAKE EFFECT.

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

Section 1. Sections 237-3.1 through 237-3.13 of the Municipal Code shall be amended as follows:

§237-3.1. Determination of rates.

- A. As a tariff of rates based on monthly consumption by each consumer of current from the Electric Distribution System of the City, the following schedule based on meter readings is established.
- B. One meter shall be installed to service one user. If additional buildings are required for a given user, they shall be interconnected by the customer to obtain one meter. If additional meters and services are requested by the customer, each shall be treated as a separate customer. It will be at the City's sole discretion to determine what installation of service is most appropriate and beneficial to the system as a whole, which decision will be based on, but not limited to, proximity, continuity, similarity and compatibility of service. This requirement shall take effect with the kilowatt hour usage from the 1st day of October 2002. Any services metered differently prior to this date will be grand fathered in.
- C. Effective date: October 2020 billing
- D. Rates:
 - (1) Summer rate: The summer rate shall apply to the Customer's use from June Billing through September Billing.
 - (2) Winter rate: The winter rates shall apply to the Customer's use from October Billing through May Billing.
- E. Terms and conditions:
 - (1) Usage may be fractionalized on the actual days of service for application of a change in rate.
 - (2) Service will be furnished under the City's General Terms and conditions.
 - (3) Extensions made for service under this schedule are subject to the provisions of the City's rules governing Extension of Service and Facilities.

- (4) The rates set forth herein may be increased by the amount of any new or increased governmental tax imposed and levied on transmission, distribution, production, or the sale of electrical power.

§237-3.2. Residential Light, Heat and Power (RE).

- A. Summer period:
- (1) Customer charge, per month: \$21.75.
 - (2) Plus energy charge of: all kWh, per kWh: \$0.1004.
- B. Winter period:
- (1) Customer charge, per month: \$21.75.
 - (2) Plus energy charge of: First 700 kWh, per kWh: \$0.1004.
 - (3) Over 700 kWh, per kWh: \$0.0754.
- C. Available: within established City limits.
- D. Applicable: to single-family residences and individually metered apartments for all domestic purposes when all service is supplied through a single meter, provided ratings of individual single-phase motors do not exceed five (5) horsepower.
- E. Character of service: AC, 60 cycles, 120/240 volt, three-wire, single-phase.
- F. Small Business in Residential District: any property located in a Residential Zone of the City which conducts a small business inside the home which is legal under the Zoning Ordinance of the City^[1] shall be considered residential for the purposes of this section, in accordance with the definition in §237-2.8B(1).^[2]
- [1] Editor's Note: See Ch. 410, Zoning and Subdivision.
[2] Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. 1)

§237-3.3. Commercial Service (CE).

- A. Summer period:
- (1) Customer charge, per month: \$42.00.
 - (2) Plus energy charge of: All kWh, per kWh: \$0.0961
- B. Winter period:
- (1) Customer charge, per month: \$42.00
 - (2) Plus energy charge of: First 1,600 kWh, per kWh: \$0.0961.

(3) Over 1,600 kWh, per kWh: \$0.0711.

- C. Available: within established City rate areas.
- D. Applicable: to any customer for lighting, heating, and power purposes where all service is taken through a single meter at one location, and where the Customer's demand does not exceed 49 kW for four consecutive months. Rating of individual single-phase motors and other single-phase power and heating units served under this schedule shall not exceed ten (10) horsepower except by special permission.
- E. Character of Service: AC, 60 cycles, 120/240 volts, single-phase; 240 volts, three-phase, three-wire; 120/240, 120/208, volts, or 277/480 volts, three-phase, four-wire; or at any of the City's standard distribution voltages, as available. Customers requiring service at secondary voltages other than that already established by the City shall be required to provide suitable space for location of the City's transformation, metering and associated equipment. Secondary voltage other than that already established shall be provided by special permission only.

§237-3.4. General Service Demand (GD).

- A. Summer period:
 - (1) Customer charge, per month: \$120.00.
 - (2) Demand charge: per kW per month of billing demand: \$19.00.
 - (3) Plus energy charge of: for all usage, per kWh: \$0.0624.
- B. Winter period:
 - (1) Customer charge, per month: \$120.00.
 - (2) Demand charge: per kW per month of billing demand: \$15.50.
 - (3) Plus energy charge of: for all usage, per kWh: \$0.0574
- C. Determination of billing demand: the billing demand shall be the greater of Subsection C(1) or C(2) below.
 - (1) The highest measured demand (corrected for power factor if required) during any thirty (30) minute period occurring in the current billing period.
 - (2) Sixty five percent (65%) of the highest measured demand (corrected for power factor if required) during any thirty (30) minute period occurring in June, July, August or September Billings.
- D. Available: within established City rate areas.
- E. Applicable: to existing customers, or to new customers with demands of 50 kilowatts, but not more than 500 kilowatts, for four (4) consecutive months whose entire requirements are taken through one

meter, under a contract of standard form. Customers who reach this limit for four (4) consecutive months will be billed this rate on the fifth (5th) month. (Not applicable to resale, stand-by or auxiliary service.)

- F. Character of service: AC, 60 cycles, single- or three-phase, at any of the City's standard voltages (35,000 volts or less) where the service may be supplied by a single power transformation.

§237-3.5. General Service Demand - Low Load Factor (GD-LLF).

- A. Summer period:
 - (1) Customer charge, per month: \$120.00.
 - (2) Demand charge: per kW per month of billing demand: \$0.00.
 - (3) Plus energy charge of: for all usage, per kWh: \$0.1958.
- B. Winter period:
 - (1) Customer charge, per month: \$120.00.
 - (2) Demand charge: per kW per month of billing demand: \$0.00.
 - (3) Plus energy charge of: for all usage, per kWh: \$0.1958.
- C. Available: within established City rate areas.
- D. Applicable: an alternate to the GD rate to existing customers, or to new customers with demands of 50 kilowatts, but not more than 500 kilowatts, for four (4) consecutive months whose entire requirements are taken through one meter, under a contract of standard form. Customers who reach this limit for four (4) consecutive months may request to be billed under this rate on the fifth (5th) month. (Not applicable to resale, stand-by or auxiliary service.)
- E. Removal from GD-LLF: when a customer requests to be billed on the GD-LLF rate, the customer will be bill on GD-LLF for a minimum of twelve (12) months. After twelve (12) months, the customer can request to be billed on the GD rate and must remain on the GD rate for twelve (12) months before eligible to request to be billed again on the GD-LLF.
- F. Character of service: AC, 60 cycles, single- or three-phase, at any of the City's standard voltages (35,000 volts or less) where the service may be supplied by a single power transformation.

§237-3.6. Large Power (LP).

- A. Summer period:
 - (1) Customer charge, per month: \$175.00.
 - (2) Demand charge: per kW per month of billing demand: \$18.70.
 - (3) Plus energy charge of: for all usage, per kWh: \$0.0481.

- B. Winter period:
- (1) Customer charge, per month: \$175.00.
 - (2) Demand charge: per kW per month of billing demand: \$15.00.
 - (3) Plus energy charge of: for all usage, per kWh: \$0.0441.
- C. Determination of billing demand: the billing demand shall be the greater of Subsection C(1) or C(2) below.
- (1) The highest measured demand (corrected for power factor if required) during any thirty (30) minute period occurring in the current billing period.
 - (2) Sixty five percent (65%) of the highest measured demand (corrected for power factor if required) during any thirty (30) minute period occurring in June, July, August or September Billings of the preceding eleven (11) months.
- D. Available: in the general area served by the City from lines of 35,000 volts or less.
- E. Applicable: to existing customers, or to new customers with demands of 500 kilowatts or more for four (4) consecutive months whose entire requirements are taken through one meter, under a contract of standard form. Customers who reach this limit for four (4) consecutive months will be billed this rate on the fifth (5th) month.
- F. Character of service: AC, 60 cycles, single- or three-phase, at any of the City's standard voltages (35,000 volts or less) where the service may be supplied by a single power transformation.
- G. Power factor adjustment:
- (1) For loads of 500 kW or more, or at the option of the City, power factor adjustments will be made in the billing demand, when the power factor, as determined by test, at the time of the customer's maximum use is less than 90%. If the power factor, as measured by the electric department, is lower than 90%, the monthly demand charge will be multiplied by the ratio 90% bears to the measured power factor, or at the City's option, the power factor may be corrected at the customer's expense.
 - (2) In the general course of maintenance and replacement of equipment, the City may replace existing demand meters with power factor-capable demand meters, at its option, at which point the customer will be subject to power factor adjustments as defined above.
- H. Economic Development Rate. Available to any Large Power customer that meets ALL the following conditions:
- (1) Provides new or additional load of 1,000 kW or greater on a

monthly basis;

- (2) Has a monthly load factor, calculated by dividing the energy usage by the product of the peak demand and the number of hours in the month, of 60% or greater;
- (3) The customer has entered into a written service agreement with the City of Seward and the Nebraska Public Power District (NPPD) pursuant to NPPD Rate Schedule SPP No. 6, Economic Development Rate Schedule;
- (4) The customer has entered into an agreement with either the State of Nebraska or other political subdivision to provide an economic development project under state or local law; and
- (5) The customer has met all other requirements of the Economic Development Rate Schedule.
- (6) Rate:
 - (a) NPPD customer charge, per month: \$500.00.
 - (b) NPPD energy charge of: All kWh, per kWh: \$0.025.
 - (c) City of Seward customer charge, per month: \$155.00.
 - (d) City of Seward energy charge: All kWh, per kWh: \$0.015.
- (7) The above rate shall apply to both summer and winter periods.
- (8) The Economic Development Rate is subject to change based upon the written service agreement with the City of Seward and NPPD as well as NPPD Rate Schedule SPP No. 6, Economic Development Rate Schedule.

§237-3.7. Rural Residential Light, Heat and Power (NE).

- A. Summer period:
 - (1) Customer charge, per month: \$34.50.
 - (2) Plus energy charge of: all kWh, per kWh: \$0.1004.
- B. Winter period:
 - (1) Customer Charge, per month: \$34.50.
 - (2) Plus energy charge of:
 - (e) First 900 kWh, per kWh: \$0.1004.
 - (f) Over 900 kWh, per kWh: \$0.0754.
- C. Available: in the territory serviced by the City outside of the corporate limits.
- D. Applicable: to rural residences for domestic and other farm uses

which may be served from existing distribution lines and where the total required kVA does not exceed that which may be supplied from a fifty (50) kVA distribution transformer. Rating of individual single-phase motors and other single-phase power and heating units served under this schedule shall not exceed ten (10) horsepower except by special permission.

- E. Character of service: AC, 60 cycles, 120/240 volts, single-phase, three-wire.

§237-3.8. Power cost adjustment (PCA).

A. Applicability:

- (1) All electric rates are subject to application of a production cost adjustment. The PCA may be determined from time to time and when approved shall be applied monthly for a period of not more than twelve (12) months. The PCA calculations will be based on the FY projected and actual twelve (12) months includable expenses and the current budget actual and projected sales subject to the PCA. The City may invoke the PCA when unexpected increases in the cost of power or other emergencies are estimated to be greater than a deviation of 10% in FY power costs budgeted.
- (2) At the end of any PCA application period, any under or over collected revenues may be added to the next FY estimate of power costs to determine if another PCA is necessary for the next twelve (12) months or shorter period.

B. Formula for calculating the PCA factor:

- (1) The following formula is used to determine the power cost adjustment charge when it is invoked. The PCA will be calculated to the nearest one-tenth of a \$1.00/MWh or \$0.10/kWh.
- (2) When unexpected increases in the cost of power or other emergencies are estimated to be greater than a deviation of 10% in FY power costs budgeted the PCA formula is:

PCA = (Total Estimated Cost Difference from Budget for Application Period) divided by (Estimated kWh Sales for Application Period)

Where:

Total Estimated Cost = Revise after Budget the Fuel and
Difference Purchased Power + Transmission
Expense - Budgeted Fuel and Purchased
Power + Transmission Expense

Application Period = the number of months (1 to 12) that
the PCA will be in force

Estimated kWh sales = Projected kWh retail sales during the

Application Period

§237-3.9 Delinquent bills; notice.

All bills are delinquent on the fifteenth (15th) day of the month. Thereafter, upon notice to consumer as provided by this Article and by law, and non-payment pursuant to said notice, service shall be discontinued.

§237-3.10. Rates effective.

The rates provided herein shall become effective with the billing beginning October 2020 or as determined after review of the annual electric budget.

§237-3.11. Discrimination prohibited.

No electric current shall be furnished to any consumer under any other rate than as provided in this article, and there shall be no discrimination in rates between consumers using equal amounts of current for the same purpose under the same conditions.

§237-3.12. Service beyond corporate limits.

The City, by resolution of its Mayor and Council, shall have the power and authority to contract with any person, persons, association or corporation, to sell electric current for light, heat and power purposes beyond its corporate limits when, in the judgment of the Mayor and Council, it is beneficial to the City to do so.

§237-3.13 Special circumstances.

No electricity shall be billed to any consumer under any other rate not provided for by this article provided; except that if, in the opinion of the Electric Superintendent and the City Clerk-Treasurer, and after review with the City Administrator, there is a change in the nature of electricity being used, an adjustment to the billings can be made to apply the correct the rate classification(s), or in cases of erroneous or missing load meter data an adjustment to similar usage as the year before, or an average usage may be used, if supporting information is available to make such estimates.

Section 2. Repeal. All ordinances or provision or portions of ordinances in conflict here with are hereby repealed.

Section 3. When operative. This ordinance shall take effect and be in full force from and after its passage, approval and publication in pamphlet form as required by law.

Passed and approved this _____ day of September, 2020.

THE CITY OF SEWARD, NEBRASKA

ATTEST:

Joshua Eickmeier, Mayor

Bonnie Otte
Assistant Administrator/
City Clerk-Treasurer/
Budget & Human Resource Director

(SEAL)

ORDINANCE NO. 2020-

AN ORDINANCE TO AMEND SECTIONS 325-8.1 THROUGH 325-8.3 OF THE MUNICIPAL CODE; TO INITIATE A SEWER RATE ADJUSTMENT THAT WILL INCREASE TOTAL SYSTEM REVENUES GENERATED BY RATES CHARGED TO CUSTOMERS FOR SERVICE FROM THE SEWER SYSTEM OF THE CITY BY 3.0% EFFECTIVE WITH THE OCTOBER 2020 BILLING; TO PROVIDE FOR BILLING THEREOF; TO REPEAL THE ORIGINAL SECTIONS 325-8.1 THROUGH 325-8.3; TO PROVIDE FOR A TIME WHEN THIS ORDINANCE SHALL TAKE EFFECT.

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

Section 1. Sections 325-8.1 through 325-8.3 of the Municipal Code shall be amended as follows:

§325-8.1 Residential rates.

A. Residential usage for all domestic use only. The bills for the twelve (12) months beginning each April shall be based on an average of the water consumption billed in January, February and March. The sewage charges for a new residential user who has not established an average for the months of January, February and March, or a user who only has sewer and no water usage shall be charged the following usage:

- (1) Single occupancy: 200 cubic feet per month, plus the minimum sewer charge.
- (2) Double or more occupancy: 600 cubic feet per month, plus the minimum sewer charge.
- (3) No water usage - metered: 600 cubic feet per month, plus the minimum sewer charge.

B. The charges are:

- (1) Effective October 2020 billing: customer charge of \$22.57 per meter, plus \$.03200 per cubic foot.

§325-8.2 General service rates.

General services rates (formerly commercial) are applied to nonresidential accounts each month.

The charges are:

- A. Effective October 2020 billing: customer charge of \$52.90 per meter, plus \$.03200 per cubic foot.

§325-8.3 Large general service rates.

Large general services rates are as follows:

- A. Users contributing above allowed limits of BOD, SS, TKN, or FOG as defined below.

The Charges are:

(1) Effective October 2020 billing:

- (a) Minimum charge of \$250.00 per meter; and
- (b) Per cubic foot: \$.0185; and
- (c) Per pound of biochemical oxygen demand (BOD) that is measured to be greater than 200 mg/l: \$0.40; and
- (d) Per pound of suspended solids (SS) that measured to be greater than 220 mg/l: \$0.25.
- (e) Per pound of Total Kjeldahl Nitrogen (TKN) that measured to be greater than 30 mg/l: \$0.50.
- (f) Per pound of Fats Oils and Grease (FOG) that measured to be greater than 100 mg/l: \$0.27.

B. The sewer charges in Subsection A(1)(c) thru (f) above are based on observed wastewater flow from the customer using a suitable continuous recording device for measuring concentrations of biochemical oxygen demand (BOD), suspended solids (SS), Total Kjeldahl Nitrogen (TKN) and Fats Oils and Grease (FOG).

C. If the additional cost associated with industrial general service wastes are not recovered by the large general service rate charges or above surcharges, the City shall have the option to review the effect any user (all classifications) has on the wastewater system and establish adequate charges, if necessary, for the excessive amounts of biochemical oxygen demand, suspended solids or other applicable pollutants.

Section 2. Repeal. All ordinances or provision or portions of ordinances in conflict here with are hereby repealed.

Section 3. When operative. This ordinance shall take effect and be in full force from and after its passage, approval and publication in pamphlet form as required by law.

Passed and approved this _____ day of _____, 2020.

THE CITY OF SEWARD, NEBRASKA

ATTEST:

Joshua Eickmeier, Mayor

Bonnie Otte
Assistant Administrator/
City Clerk-Treasurer/
Budget & Human Resource Director

(SEAL)

RESOLUTION SETTING THE PROPERTY TAX REQUEST

RESOLUTION NO. 2020-

WHEREAS, Nebraska Revised Statute 77-1601.02 provides that the Governing Body of the City of Seward passes by a majority vote a resolution or ordinance setting the tax request; and

WHEREAS, a special public hearing was held as required by law to hear and consider comments concerning the property tax request;

NOW, THEREFORE, the Governing Body of the City of Seward, resolves that:

1. The 2020-2021 property tax request be set at \$1,737,997.
2. The total assessed value of property differs from last year's total assessed value by 7%.
3. The tax rate which would levy the same amount of property taxes as last year, when multiplied by the new total assessed value of property, would be \$.298059 per \$100 of assessed value.
4. The City of Seward proposes to adopt a property tax request that will cause its tax rate to be \$.318000 per \$100 of assessed value.
5. Based on the proposed property tax request and changes in other revenue, the total operating budget of City of Seward will exceed last year's by -4%.
6. Resolutions 2020-36 and all previous resolutions in conflict with this resolution are hereby revoked.
7. A copy of this resolution be certified and forwarded to the County Clerk on or before October 13, 2020.

Adopted this _____ day of _____, 2020 at Seward, Nebraska.

THE CITY OF SEWARD, NEBRASKA

ATTEST:

Joshua Eickmeier, Mayor

Bonnie Otte
Assistant Administrator/
Clerk-Treasurer
Budget & HR Director

(SEAL)

**NOTICE OF THE SUMMARY OF CHANGES TO THE BUDGET
CITY OF SEWARD, NEBRASKA**

NOTICE IS HEREBY GIVEN, in compliance with the provisions of State Statute Sections 13-501 to 13-512, that the governing body, on September 1, 2020, adopted a budget that differed from the previously published proposed budget. The changes were as follows:

FUND	ORIGINALLY PROPOSED BUDGET DISBURSEMENTS 20/21	ADOPTED BUDGET DISBURSEMENTS 20/21	CHANGES	EXPLANATION OF CHANGE
General Fund	\$ 6,401,699	\$ 6,761,741	\$ 360,042	Operating, capital and transfer expenditures
Street Fund	2,532,064	2,629,462	97,398	Operating and capital expenditures
Electric Fund	10,644,281	11,781,609	1,137,328	Operating and capital expenditures
Water Fund	2,688,872	3,353,224	664,352	Operating and capital expenditures
Wastewater Fund	2,910,198	3,024,481	114,283	Operating and capital expenditures

CITY OF SEWARD, NEBRASKA

**BUDGET FORM AND INDEPENDENT
ACCOUNTANT'S COMPILATION REPORT**

Year Ending September 30, 2021

INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

To the Honorable Mayor and City Council
City of Seward, Nebraska

Management is responsible for the accompanying financial forecasts of the City of Seward, which comprise forecasted information for the years ended September 30, 2021 and 2020, included in the accompanying prescribed form and the related summary of significant assumptions in accordance with guidelines for the presentation of a financial forecast established by the American Institute of Certified Public Accountants (AICPA).

Management also is responsible for the accompanying historical financial statements of the City of Seward, which comprise the financial information for the year ended September 30, 2019, included in the accompanying prescribed form.

We have performed the compilation engagements in accordance with Statements on Standards for Accounting and Review Services, promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit, examine, or review the forecast or the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on the financial forecasts and historical financial statements included in the accompanying prescribed form.

The financial forecasts and historical financial statements included in the accompanying prescribed form are presented in accordance with the requirements of the State of Nebraska Budget Act, and are not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America.

The forecasted results may not be achieved, as there will usually be differences between the forecasted and actual results because events and circumstances frequently do not occur as expected, and these differences may be material. We have no responsibility to update this report for events and circumstances occurring after the date of this report.

SHAREHOLDERS:

Robert D. Almquist
Phillip D. Maltzahn
Marcy J. Luth
Heidi A. Ashby
Christine R. Shenk
Michael E. Hoback
Joseph P. Stump
Kyle R. Overturf
Tracy A. Cannon

1203 W 2nd Street
P.O. Box 1407
Grand Island, NE 68802
P 308-381-1810
F 308-381-4824
EMAIL cpa@gcpas.com

Management has elected to omit the summary of significant accounting policies and substantially all the disclosures required by guidelines for the presentation of a forecast established by the AICPA other than those related to the significant assumptions. If the omitted summary of significant accounting policies and disclosures were included in the forecast, they might influence the user's conclusions about the City's results of operations for the forecast periods. Accordingly, this forecast is not designed for those who are not informed about such matters.

This report is intended solely for the information and use of management of the City of Seward and the State of Nebraska Auditor of Public Accounts and is not intended to be and should not be used by anyone other than these specified parties.

AMGL, P.C.

Grand Island, Nebraska
August 21, 2020

**2020-2021
STATE OF NEBRASKA
CITY/VILLAGE BUDGET FORM**

City of Seward
TO THE COUNTY BOARD AND COUNTY CLERK OF
Seward County

This budget is for the Period October 1, 2020 through September 30, 2021

Upon Filing, The Entity Certifies the Information Submitted on this Form to be Correct:

<p>The following PERSONAL AND REAL PROPERTY TAX is requested for the ensuing year:</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:10%; text-align: right;">\$</td> <td style="width:15%; text-align: right;">1,737,997.00</td> <td>Property Taxes for Non-Bond Purposes</td> </tr> <tr> <td style="text-align: right;">\$</td> <td style="text-align: center;">-</td> <td>Principal and Interest on Bonds</td> </tr> <tr> <td style="text-align: right;">\$</td> <td style="text-align: right;">1,737,997.00</td> <td>Total Personal and Real Property Tax Required</td> </tr> </table>	\$	1,737,997.00	Property Taxes for Non-Bond Purposes	\$	-	Principal and Interest on Bonds	\$	1,737,997.00	Total Personal and Real Property Tax Required	<p>Projected Outstanding Bonded Indebtedness as of October 1, 2020 <i>(As of the Beginning of the Budget Year)</i></p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:60%;">Principal</td> <td style="width:40%; text-align: right;">\$ 16,700,000.00</td> </tr> <tr> <td>Interest</td> <td style="text-align: right;">\$ 2,046,458.21</td> </tr> <tr> <td>Total Bonded Indebtedness</td> <td style="text-align: right;">\$ 18,746,458.21</td> </tr> </table>	Principal	\$ 16,700,000.00	Interest	\$ 2,046,458.21	Total Bonded Indebtedness	\$ 18,746,458.21
\$	1,737,997.00	Property Taxes for Non-Bond Purposes														
\$	-	Principal and Interest on Bonds														
\$	1,737,997.00	Total Personal and Real Property Tax Required														
Principal	\$ 16,700,000.00															
Interest	\$ 2,046,458.21															
Total Bonded Indebtedness	\$ 18,746,458.21															
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:10%; text-align: right;">\$</td> <td style="width:15%; text-align: right;">546,539,892</td> <td>Total Certified Valuation (All Counties)</td> </tr> </table> <p><i>(Certification of Valuation(s) from County Assessor MUST be attached)</i></p>	\$	546,539,892	Total Certified Valuation (All Counties)	<p align="center">Report of Joint Public Agency & Interlocal Agreements</p> <p>Was this Subdivision involved in any Interlocal Agreements or Joint Public Agencies for the reporting period of July 1, 2019 through June 30, 2020?</p> <p align="center"> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO </p> <p align="center"><i>If YES, Please submit Interlocal Agreement Report by September 20th.</i></p>												
\$	546,539,892	Total Certified Valuation (All Counties)														
<p align="center">County Clerk's Use ONLY</p>	<p align="center">Report of Trade Names, Corporate Names & Business Names</p> <p>Did the Subdivision operate under a separate Trade Name, Corporate Name, or other Business Name during the period of July 1, 2019 through June 30, 2020?</p> <p align="center"> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO </p> <p align="center"><i>If YES, Please submit Trade Name Report by September 20th.</i></p>															
<p align="center">APA Contact Information</p> <p align="center">Auditor of Public Accounts State Capitol, Suite 2303 Lincoln, NE 68509</p> <p>Telephone: (402) 471-2111 FAX: (402) 471-3301</p> <p>Website: www.auditors.nebraska.gov</p> <p>Questions - E-Mail: Deann.Haeffner@nebraska.gov</p>	<p align="center">Submission Information</p>															
	<p align="center">Budget Due by 9-20-2020</p> <p>Submit budget to:</p> <ol style="list-style-type: none"> Auditor of Public Accounts -Electronically on Website or Mail County Board (SEC. 13-508), C/O County Clerk 															

City of Seward in Seward County

Line No.	Beginning Balances, Receipts, & Transfers	Actual 2018 - 2019 (Column 1)	Actual/Estimated 2019 - 2020 (Column 2)	Adopted Budget 2020 - 2021 (Column 3)
1	Net Cash Balance	\$ 13,417,623.00	\$ 12,151,063.00	\$ 10,307,658.00
2	Investments	\$ 6,581,604.00	\$ 6,624,815.00	\$ 6,700,000.00
3	County Treasurer's Balance	\$ 87,790.00	\$ 124,038.00	\$ 124,038.00
4	Beginning Balance Proprietary Function Funds (Only If Page 6 is Used)	\$ -	\$ -	\$ -
5	Subtotal of Beginning Balances (Lines 1 thru 4)	\$ 20,087,017.00	\$ 18,899,916.00	\$ 17,131,696.00
6	Personal and Real Property Taxes (Columns 1 and 2 - See Preparation Guidelines)	\$ 1,477,063.48	\$ 1,500,271.00	\$ 1,720,789.00
7	Federal Receipts	\$ 48,071.24	\$ 232,700.00	\$ 90,000.00
8	State Receipts: Motor Vehicle Pro-Rate	\$ 3,872.90	\$ 3,927.00	\$ 3,500.00
9	State Receipts: MIRF	\$ -	\$ -	\$ -
10	State Receipts: Highway Allocation and Incentives	\$ 756,697.95	\$ 744,000.00	\$ 701,561.00
11	State Receipts: Motor Vehicle Fee	\$ 57,139.06	\$ 55,657.00	\$ 55,000.00
12	State Receipts: State Aid	\$ -	\$ -	
13	State Receipts: Municipal Equalization Aid	\$ -	\$ -	\$ 13,835.00
14	State Receipts: Other	\$ 137,262.63	\$ 146,059.00	\$ 146,918.00
15	State Receipts: Property Tax Credit	\$ 73,835.07	\$ 75,000.00	
16	Local Receipts: Nameplate Capacity Tax	\$ -	\$ -	\$ -
17	Local Receipts: Motor Vehicle Tax	\$ 162,849.46	\$ 157,000.00	\$ 148,000.00
18	Local Receipts: Local Option Sales Tax	\$ 1,752,970.04	\$ 2,195,912.00	\$ 1,933,318.00
19	Local Receipts: In Lieu of Tax	\$ 150.68	\$ 34.00	\$ 100.00
20	Local Receipts: Other	\$ 16,625,222.87	\$ 21,857,349.00	\$ 18,135,014.00
21	Transfers In of Surplus Fees	\$ -	\$ -	\$ -
22	Transfers In Other Than Surplus Fees	\$ 158,045.13	\$ 566,647.00	\$ 805,000.00
23	Proprietary Function Funds (Only if Page 6 is Used)	\$ -	\$ -	\$ -
24	Total Resources Available (Lines 5 thru 23)	\$ 41,340,197.51	\$ 46,434,472.00	\$ 40,884,731.00
25	Total Disbursements & Transfers (Line 22, Pg 3, 4 & 5)	\$ 22,440,281.51	\$ 29,302,776.00	\$ 29,268,323.00
26	Balance Forward/Cash Reserve (Line 24 MINUS Line 25)	\$ 18,899,916.00	\$ 17,131,696.00	\$ 11,616,408.00
27	Cash Reserve Percentage			55%
PROPERTY TAX RECAP		Tax from Line 6		\$ 1,720,789.00
		County Treasurer Commission at 1%		\$ 17,208.00
		Total Property Tax Requirement		\$ 1,737,997.00

City of Seward in Seward County

To Assist the County For Levy Setting Purposes

The Cover Page identifies the Property Tax Request between Principal & Interest on Bonds and All Other Purposes. If your municipality needs more of a breakdown for levy setting purposes, complete the section below.

Property Tax Request by Fund:	Property Tax Request
General Fund	\$ 1,737,997.00
Bond Fund	\$ -
_____ Fund	_____
_____ Fund	_____
Total Tax Request	** \$ 1,737,997.00

** This Amount should agree to the Total Personal and Real Property Tax Required on the Cover Page 1.

Cash Reserve Funds

Statute 13-503 says cash reserve means funds required for the period before revenue would become available for expenditure but shall not include funds held in any special reserve fund. If the cash reserve on Page 2 exceeds 50%, you can list below funds being held in a special reserve fund.

Special Reserve Fund Name	Amount
Enterprise Funds	\$ 6,367,697.00
Debt Service Fund	\$ 537,438.00
Other Special Revenue Funds	\$ 660,979.00
Total Special Reserve Funds	\$ 7,566,114.00
Total Cash Reserve	\$ 11,616,408.00
Remaining Cash Reserve	\$ 4,050,294.00
Remaining Cash Reserve %	19%

Documentation of Transfers of Surplus Fees:

(Only complete if Transfers of Surplus Fees Were Budgeted)

Please explain where the monies will be transferred from, where the monies will be transferred to, and the reason for the transfer.

Transfer From:	Transfer To:
Amount: \$	
Reason:	

Transfer From:	Transfer To:
Amount: \$	
Reason:	

Transfer From:	Transfer To:
Amount: \$	
Reason:	

City of Seward in Seward County

Line No.	2020-2021 ADOPTED BUDGET Disbursements & Transfers	Operating Expenses (A)	Capital Improvements (B)	Other Capital Outlay (C)	Debt Service (D)	Other (E)	TOTAL
1	Governmental:						
2	General Government	\$ 364,997.00	\$ 204,000.00	\$ 4,000.00	\$ -	\$ 805,000.00	\$ 1,377,997.00
3	Public Safety - Police and Fire	\$ 1,813,982.00	\$ 50,000.00	\$ 318,458.00	\$ -	\$ -	\$ 2,182,440.00
4	Public Safety - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	Public Works - Streets	\$ 868,390.00	\$ 1,538,000.00	\$ 223,072.00	\$ -	\$ -	\$ 2,629,462.00
6	Public Works - Other	\$ 432,100.00	\$ 1,000.00	\$ 46,000.00	\$ -	\$ -	\$ 479,100.00
7	Public Health and Social Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	Culture and Recreation	\$ 2,239,329.00	\$ 135,000.00	\$ 279,687.00	\$ 21,750.00	\$ -	\$ 2,675,766.00
9	Community Development	\$ 358,444.00	\$ -	\$ -	\$ -	\$ -	\$ 358,444.00
10	Miscellaneous	\$ 344,487.00	\$ -	\$ 12,000.00	\$ 1,049,313.00	\$ -	\$ 1,405,800.00
11	Business-Type Activities:						
12	Airport	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	Nursing Home	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14	Hospital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Electric Utility	\$ 10,004,522.00	\$ 778,000.00	\$ 498,000.00	\$ 501,087.00	\$ -	\$ 11,781,609.00
16	Solid Waste	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
17	Transportation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	Wastewater	\$ 1,125,439.00	\$ 1,025,000.00	\$ 558,377.00	\$ 315,665.00	\$ -	\$ 3,024,481.00
19	Water	\$ 1,213,533.00	\$ 1,625,000.00	\$ 135,000.00	\$ 379,691.00	\$ -	\$ 3,353,224.00
20	Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	Proprietary Function Funds (Page 6)					\$ -	\$ -
22	Total Disbursements & Transfers (Lns 2 thru 21)	\$ 18,765,223.00	\$ 5,356,000.00	\$ 2,074,594.00	\$ 2,267,506.00	\$ 805,000.00	\$ 29,268,323.00

(A) **Operating Expenses** should include Personal Services, Operating Expenses, Supplies and Materials, and Equipment Rental.

(B) **Capital Improvements** should include acquisition of real property or acquisition, construction, or extension of any improvements on real property.

(C) **Other Capital Outlay** should include other items to be inventoried (i.e. equipment, vehicles, etc.).

(D) **Debt Service** should include Bond Principal and Interest Payments, Payments to Retirement Interest-Free Loans from NDA (Airports) and other debt payments.

(E) **Other** should include Judgments, Transfers, Transfers of Surplus Fees, and Proprietary Function Funds if a separate budget is filed.

City of Seward in Seward County

Line No.	2019-2020 ACTUAL/ESTIMATED Disbursements & Transfers	Operating Expenses (A)	Capital Improvements (B)	Other Capital Outlay (C)	Debt Service (D)	Other (E)	TOTAL
1	Governmental:						
2	General Government	\$ 234,153.00	\$ -	\$ 15,282.00	\$ -	\$ 566,647.00	\$ 816,082.00
3	Public Safety - Police and Fire	\$ 1,594,357.00	\$ -	\$ 57,163.00	\$ -	\$ -	\$ 1,651,520.00
4	Public Safety - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	Public Works - Streets	\$ 865,555.00	\$ 5,400,000.00	\$ 330,000.00	\$ 522,830.00	\$ -	\$ 7,118,385.00
6	Public Works - Other	\$ 449,707.00	\$ -	\$ 34,653.00	\$ -	\$ -	\$ 484,360.00
7	Public Health and Social Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	Culture and Recreation	\$ 2,069,155.00	\$ 197,260.00	\$ 192,907.00	\$ 19,550.00	\$ -	\$ 2,478,872.00
9	Community Development	\$ 561,991.00	\$ -	\$ -	\$ -	\$ -	\$ 561,991.00
10	Miscellaneous	\$ 308,119.00	\$ -	\$ 15,024.00	\$ 570,919.00	\$ -	\$ 894,062.00
11	Business-Type Activities:						
12	Airport	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	Nursing Home	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14	Hospital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Electric Utility	\$ 8,777,597.00	\$ 1,960,000.00	\$ 296,114.00	\$ 495,934.00	\$ -	\$ 11,529,645.00
16	Solid Waste	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
17	Transportation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	Wastewater	\$ 971,964.00	\$ 168,187.00	\$ 26,070.00	\$ 315,240.00	\$ -	\$ 1,481,461.00
19	Water	\$ 1,130,276.00	\$ 694,243.00	\$ 80,609.00	\$ 381,270.00	\$ -	\$ 2,286,398.00
20	Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	Proprietary Function Funds					\$ -	\$ -
22	Total Disbursements & Transfers (Ln 2 thru 21)	\$ 16,962,874.00	\$ 8,419,690.00	\$ 1,047,822.00	\$ 2,305,743.00	\$ 566,647.00	\$ 29,302,776.00

- (A) **Operating Expenses** should include Personal Services, Operating Expenses, Supplies and Materials, and Equipment Rental.
- (B) **Capital Improvements** should include acquisition of real property or acquisition, construction, or extension of any improvements on real property.
- (C) **Other Capital Outlay** should include other items to be inventoried (i.e. equipment, vehicles, etc.).
- (D) **Debt Service** should include Bond Principal and Interest Payments, Payments to Retirement Interest-Free Loans from NDA (Airports) and other debt payments.
- (E) **Other** should include Judgments, Transfers, Transfers of Surplus Fees, and Proprietary Function Funds if a separate budget is filed.

City of Seward in Seward County

Line No.	2018-2019 ACTUAL Disbursements & Transfers	Operating Expenses (A)	Capital Improvements (B)	Other Capital Outlay (C)	Debt Service (D)	Other (E)	TOTAL
1	Governmental:						
2	General Government	\$ 49,160.88	\$ 94,469.14	\$ -	\$ 79,695.80	\$ -	\$ 223,325.82
3	Public Safety - Police and Fire	\$ 1,493,371.04	\$ 6,084.00	\$ 85,089.30	\$ -	\$ -	\$ 1,584,544.34
4	Public Safety - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	Public Works - Streets	\$ 993,195.89	\$ 602,354.43	\$ 61,024.19	\$ 70,453.70	\$ 135,864.63	\$ 1,862,892.84
6	Public Works - Other	\$ 350,562.42	\$ -	\$ -	\$ -	\$ -	\$ 350,562.42
7	Public Health and Social Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	Culture and Recreation	\$ 1,910,580.52	\$ 33,000.00	\$ 186,286.34	\$ 1,950.00	\$ -	\$ 2,131,816.86
9	Community Development	\$ 477,995.12	\$ -	\$ -	\$ -	\$ -	\$ 477,995.12
10	Miscellaneous	\$ 270,752.44	\$ -	\$ -	\$ 570,908.17	\$ -	\$ 841,660.61
11	Business-Type Activities:						
12	Airport	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	Nursing Home	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14	Hospital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Electric Utility	\$ 11,758,265.31	\$ 12,188.95	\$ 2,393.74	\$ 112,455.00	\$ -	\$ 11,885,303.00
16	Solid Waste	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
17	Transportation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	Wastewater	\$ 1,346,825.24	\$ -	\$ 6,446.45	\$ 78,112.31	\$ 22,180.50	\$ 1,453,564.50
19	Water	\$ 1,514,067.59	\$ 20,765.72	\$ 9,122.27	\$ 84,660.42	\$ -	\$ 1,628,616.00
20	Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	Proprietary Function Funds					\$ -	\$ -
22	Total Disbursements & Transfers (Ln 2 thru 21)	\$ 20,164,776.45	\$ 768,862.24	\$ 350,362.29	\$ 998,235.40	\$ 158,045.13	\$ 22,440,281.51

- (A) **Operating Expenses** should include Personal Services, Operating Expenses, Supplies and Materials, and Equipment Rental.
- (B) **Capital Improvements** should include acquisition of real property or acquisition, construction, or extension of any improvements on real property.
- (C) **Other Capital Outlay** should include other items to be inventoried (i.e. equipment, vehicles, etc.).
- (D) **Debt Service** should include Bond Principal and Interest Payments, Payments to Retirement Interest-Free Loans from NDA (Airports) and other debt payments.
- (E) **Other** should include Judgments, Transfers, Transfers of Surplus Fees, and Proprietary Function Funds if a separate budget is filed.

CORRESPONDENCE INFORMATION

ENTITY OFFICIAL ADDRESS

If no official address, please provide address where correspondence should be sent

NAME	City of Seward
ADDRESS	537 Main Street
CITY & ZIP CODE	Seward, 68434
TELEPHONE	402-643-2928
WEBSITE	www.cityofsewardne.gov

	BOARD CHAIRPERSON	CLERK/TREASURER/SUPERINTENDENT/OTHER	PREPARER
NAME	Joshua Eickmeier	Nicholas Wolf	Tracy Cannon, CPA
TITLE /FIRM NAME	Mayor	Finance Director & Treasurer	AMGL, P.C.
TELEPHONE	402-730-5225	402-643-2928	308-381-1810
EMAIL ADDRESS	josh.eickmeier@cityofsewardne.gov	nick.wolf@cityofsewardne.gov	tcannon@gicpas.com

For Questions on this form, who should we contact (please one): Contact will be via email if supplied.

- Board Chairperson
- Clerk / Treasurer / Superintendent / Other
- Preparer

City of Seward in Seward County

2020-2021 LID SUPPORTING SCHEDULE

Calculation of Restricted Funds

Total Personal and Real Property Tax Requirements	(1)	\$	1,737,997.00
Motor Vehicle Pro-Rate	(2)	\$	3,500.00
In-Lieu of Tax Payments	(3)	\$	100.00
Prior Year Budgeted Capital Improvements that were excluded from Restricted Funds.			
Prior Year Capital Improvements Excluded from Restricted Funds (From Prior Year Lid Support, Line (17))		\$	1,364,000.00
LESS: Amount Spent During 2019-2020	(4)	\$	1,170,573.00
LESS: Amount Expected to be Spent in Future Budget Years	(5)	\$	-
Amount to be included as Restricted Funds (Cannot Be A Negative Number)	(6)	\$	193,427.00
Motor Vehicle Tax	(7)	\$	148,000.00
Local Option Sales Tax	(8)	\$	1,933,318.00
Transfers of Surplus Fees	(9)	\$	-
Highway Allocation and Incentives	(10)	\$	701,561.00
MIRF	(11)	\$	-
Motor Vehicle Fee	(12)	\$	55,000.00
Municipal Equalization Fund	(13)	\$	13,835.00
Insurance Premium Tax	(14)	\$	-
Nameplate Capacity Tax	(15)	\$	-
TOTAL RESTRICTED FUNDS (A)	(16)	\$	4,786,738.00

Lid Exceptions

Capital Improvements (Real Property and Improvements on Real Property)		\$	994,000.00
LESS: Amount of prior year capital improvements that were excluded from previous lid calculations but were not spent and now budgeted this fiscal year (<i>cannot exclude same capital improvements from more than one lid calculation.</i>)	(17)	\$	-
Agrees to Line (6).	(18)	\$	-
Allowable Capital Improvements	(19)	\$	994,000.00
Bonded Indebtedness	(20)	\$	840,474.00
Public Facilities Construction Projects (Statutes 72-2301 to 72-2308)	(21)	\$	-
Interlocal Agreements/Joint Public Agency Agreements	(22)	\$	302,106.00
Public Safety Communication Project (Statute 86-416)	(23)	\$	-
Payments to Retire Interest-Free Loans from the Department of Aeronautics (Public Airports Only)	(24)	\$	-
Judgments	(25)	\$	-
Refund of Property Taxes to Taxpayers	(26)	\$	-
Repairs to Infrastructure Damaged by a Natural Disaster	(27)	\$	-
TOTAL LID EXCEPTIONS (B)	(28)	\$	2,136,580.00

TOTAL RESTRICTED FUNDS For Lid Computation (To Line 9 of the Lid Computation Form)	\$ 2,650,158.00
<i>To Calculate: Total Restricted Funds (A)-Line 16 MINUS Total Lid Exceptions (B)-Line 28</i>	

Total Restricted Funds for Lid Computation **cannot** be less than zero. See Instruction Manual on completing the Lid Supporting Schedule.

City of Seward

IN

Seward County

LID COMPUTATION FORM FOR FISCAL YEAR 2020-2021

PRIOR YEAR RESTRICTED FUNDS AUTHORITY OPTION 1 OR OPTION 2

OPTION 1

2019-2020 Restricted Funds Authority (Base Amount) = Line (8) from last year's Lid Form 2,924,441.86
Option 1 - (Line 1)

OPTION 2

Only use if a vote was taken at a townhall meeting to exceed Lid for one year

Line (1) of Prior Year Lid Computation Form Option 2 - (A)

Allowable Percent Increase Less Vote Taken (Prior Year Lid Computation Form Line (6) - Line (5)) %
Option 2 - (B)

Dollar Amount of Allowable Increase Excluding the vote taken Line (A) times Line (B) -
Option 2 - (C)

Calculated 2019-2020 Restricted Funds Authority (Base Amount) Line (A) Plus Line (C) -
Option 2 - (Line 1)

CURRENT YEAR ALLOWABLE INCREASES

1 BASE LIMITATION PERCENT INCREASE (2.5%) 2.50 %
(2)

2 ALLOWABLE GROWTH PER THE ASSESSOR MINUS 2.5% - %
(3)

$\frac{10,356,682.00}{2020 \text{ Growth per Assessor}} \div \frac{512,267,318.00}{2019 \text{ Valuation}} = \frac{2.02}{\text{Multiply times 100 To get \%}}$

3 ADDITIONAL ONE PERCENT COUNCIL/BOARD APPROVED INCREASE 1.00 %
(4)

$\frac{8}{\# \text{ of Board Members voting "Yes" for Increase}} \div \frac{8}{\text{Total \# of Members in Governing Body at Meeting}} = \frac{100.00}{\text{Must be at least 75\% (.75) of the Governing Body}}$

ATTACH A COPY OF THE BOARD MINUTES APPROVING THE INCREASE.

4 SPECIAL ELECTION/TOWNHALL MEETING - VOTER APPROVED % INCREASE %
(5)

Please Attach Ballot Sample and Election Results OR Record of Action From Townhall Meeting

TOTAL ALLOWABLE PERCENT INCREASE = Line (2) + Line (3) + Line (4) + Line (5) 3.50 %
(6)

Allowable Dollar Amount of Increase to Restricted Funds = Line (1) x Line (6) 102,355.47
(7)

Total Restricted Funds Authority = Line (1) + Line (7) 3,026,797.33
(8)

Less: Restricted Funds from Lid Supporting Schedule 2,650,158.00
(9)

Total Unused Restricted Funds Authority = Line (8) - Line (9) 376,639.33
(10)

LINE (10) MUST BE GREATER THAN OR EQUAL TO ZERO OR YOU ARE IN VIOLATION OF THE LID LAW.

City of Seward in Seward County

2020-2021 CAPITAL IMPROVEMENT LID EXEMPTIONS

Description of Capital Improvement	Amount Budgeted	
Fire - Concrete around building	\$	50,000.00
Street improvements	\$	944,000.00

Total - Must agree to Line 17 on Lid Support Page 8

\$ 994,000.00

Municipality Levy Limit Form

City of Seward in Seward County

Municipality Levy

Personal and Real Property Tax Request	(1)		1,737,997.00
Judgments (Not Paid by Liability Insurance)	(2)	0.00	
Pre-Existing Lease - Purchase Contracts-7/98	(3)	0.00	
Bonded Indebtedness	(4)	0.00	
Interest Free Financing (Public Airports)	(5)	0.00	
	(6)	<u>0.00</u>	
Total Levy Exemptions	(7)		<u>0.00</u>
Tax Request Subject to Levy Limit	(8)		1,737,997.00
Valuation	(9)		<u>546,539,892</u>
Municipality Levy Subject to Levy Authority	(10)		0.318000
Levy Authority Allocated to Others-			
Airport Authority	(11)		0.025022
Community Redevelopment Authority	(12)		0.000000
Transit Authority	(13)		0.000000
Off Street Parking District Valuation	(14)	<input type="text"/>	
Off Street Parking District Levy	(15)	<input type="text" value="0.000000"/>	0.000000
Other	(16)		<u>0.000000</u>
Total Levy for Compliance Purposes			<u><u>0.343022</u></u> (A)

Levy Authority

Municipality Levy Limit			0.450000
Municipality property taxes designated for interlocal agreements		<input type="text" value="273,270"/>	0.050000
Total Municipality Levy Authority			<u><u>0.500000</u></u> (B)

Note: (A) must be less than (B) to be in compliance with the Statutes

This Form is to be completed to ensure compliance with the levy limits established in State Statute Section 77-3442. The levy limit applicable to municipalities is 45 cents plus 5 cents for interlocal agreements.

State Statute Section 86-416 allows for a special tax to fund Public Safety Communication projects, the tax has the same status as bonded indebtedness. State Statute 72-2301 through 72-2308 allows bonds to be issued for Public Facilities Construction Projects. Amounts should be included as Bonded Indebtedness on Line 7 above.

REPORT OF JOINT PUBLIC AGENCY AND INTERLOCAL AGREEMENTS

REPORTING PERIOD JULY 1, 2019 THROUGH JUNE 30, 2020

City of Seward

SewardCounty

SUBDIVISION NAME	COUNTY	Amount Used as Lid Exemption (Column 4)	
Parties to Agreement (Column 1)	Agreement Period (Column 2)	Description (Column 3)	
Civil Defense	1981 - Ongoing	Joint City/County Organization	
Police Department	1990 - Ongoing	Interlocal cooperative "RAP"/Rural Apprehension Program	
Seward County Chamber & Development Partnership	10/1/2019 - 9/30/2020	Economic Development	\$ 67,500.00
Nebraska Community Energy Alliance	6/17/2014 - 6/17/2074	Advancement of Natural Gas & Electric Vehicle Infrastructure and Use	
Upper Big Blue Natural Resources District	2/20/2018 - 6/30/2020	Pay up to 50% of Levee accreditation	
Seward County	6/1/2020 - 5/31/2021	Prosecution Services/Per Year	\$ 4,000.00
Seward County	2004 - Ongoing	Emergency Management Organization (Joint County-City)	
Seward County	1997 - Ongoing	EL overhead line-Section 27 & 28, Township N Range 3E	
Seward County	1995 - Ongoing	Combined Communications Center (Enhanced 911)	\$ 230,606.00
Seward County	1999 - Ongoing	Police firearms range	
H-GAC	10/1/2018 - 9/30/2019; auto renews annually	Cooperative purchasing program #17-5994	
Seward County	2011 - Ongoing	Wellhead protection/City pays admin & legal fees	
Seward County Public Power	1980 - Ongoing	Joint use of poles/SPPD to pay \$1.50/pole	
South Crest Subdivision	1982 - Ongoing	Sanity Imp Dist #3-WA & SE/City to provide routine maintenance	
Village of Staplehurst	2000 - Ongoing	Use of burnsite for brush & untreated wood/Staplehurst pays \$1000/yr	
Statewide Communications Alliance	2002 - 2032	Jointly own, operate, regulate, manage and maintain statewide system	
Upper Big Blue Natural Resources District	5/2/2017 - 6/30/2020	Construction costs for hiking/bicycle trail completion-District 25% of construction costs not to exceed \$150,000	

Total Amount used as Lid Exemption

\$ 302,106.00

CERTIFICATION OF TAXABLE VALUE AND VALUE ATTRIBUTABLE TO GROWTH

{format for all political subdivisions other than a) sanitary improvement districts in existence five years or less,
and b) community colleges, and c) school districts}

TAX YEAR 2020

{certification required annually}

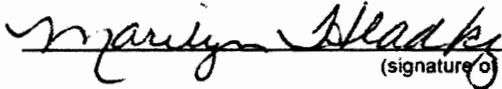
To: Seward

TAXABLE VALUE LOCATED IN THE COUNTY OF SEWARD COUNTY

<u>Name of Political Subdivision</u>	<u>Subdivision Type</u>	<u>Value attributable to Growth</u>	<u>Total Taxable Value</u>
Seward General Fund	Cities & Villages (DIST2)	\$10,356,682	\$546,539,892

*Value attributable to growth is determined pursuant to section 13-518 which includes real and personal property and annexation, if applicable.

I, Seward County County Assessor, hereby certify that the valuation listed herein is, to the best of my knowledge and belief, the true and accurate taxable valuation for the current year, pursuant to Neb. Rev. Stat. § 13-509 and § 13-518.



(signature of county assessor)

08/13/2020
(date)

CC: County Clerk, Seward County County

CC: County Clerk where district is headquartered, if different county, Seward County County

Note to Political Subdivision: A copy of the Certification of Value must be attached to the budget document.

Guideline form provided by Nebraska Dept. of Revenue Property Assessment Division



CITY OF SEWARD, NEBRASKA

SUMMARY OF SIGNIFICANT FORECAST ASSUMPTIONS

For the Years Ending September 30, 2021 and 2020

Forecast results for years ending September 30, 2021 and 2020, were based on actual results from previous years, determined or anticipated additional requirements for the years ending September 30, 2021 and 2020, and input from management.

The forecast presents, to the best of management's knowledge and belief, the expected revenue and expenditures of the City of Seward for the forecast periods. Accordingly, the forecast reflects management's judgment as of August 21, 2020, the date of this forecast, of expected conditions and its expected course of action. The assumptions disclosed herein are those that management believes are significant to the forecast. There will usually be differences between the forecasted and actual results because events and circumstances frequently do not occur as expected, and those differences may be material.

**CITY OF SEWARD
2020-2021 BUDGET DRAFT**

CASH SUMMARY

	CASH	ACTUAL	ACTUAL	ACTUAL		Adjust to	ACTUAL	BUDGETED	ESTIMATED	ESTMATED	BUDGETED	ESTIMATED	ESTIMATED	PROPOSED	PROPOSED	PROPOSED		ENDING	
	10/1/2018	2018-2019	2018-2019	2018-2019		Audited	9/30/2019	2019-2020	2019-2020	2019-2020	2019-2020	2019-2020	2019-2020	2020-2021	2020-2021	2020-2021		CASH	
	BALANCE	REVENUES	TRANSFERS	EXPENSES	Difference	Cash	CASH	REVENUES	REVENUES	TRANSFERS	EXPENSES	EXPENSES	CASH	REVENUES	TRANSFERS	EXPENSES	Difference	9/29/2021	
GENERAL FUND:																			
Administration	3,488,366	4,187,009	-	(223,326)	3,963,683		7,452,049	4,166,635	4,522,706	(566,647)	(334,066)	(234,153)	11,173,955	4,324,300	(805,000)	(364,997)	3,154,303	14,328,258	
Sales Tax					-													-	
Unemployment Compensation					-													-	
Building & Codes		178,943	-	(49,068)	129,875		129,875	92,200	130,944	-	(107,622)	(81,453)	179,366	98,000	-	(114,698)	(16,698)	162,668	
Cemetery		62,235	-	(162,313)	(100,078)		(100,078)	40,500	44,850	-	(201,279)	(180,272)	(235,500)	40,500	-	(182,848)	(142,348)	(377,848)	
Civic Center		124,262	-	(124,263)	(1)		(1)	276,252	139,287	-	(276,252)	(139,287)	(1)	268,313	-	(268,313)	-	(1)	
Dowding Pool		97,439	-	(251,274)	(153,835)		(153,835)	233,850	42,000	-	(514,054)	(243,593)	(355,428)	98,850	-	(327,419)	(228,569)	(583,997)	
Fire & Rescue		68,793	-	(140,990)	(72,197)		(72,197)	212,275	64,329	-	(366,259)	(140,954)	(148,822)	213,000	-	(437,259)	(224,259)	(373,081)	
Golf		247,880	-	(366,949)	(119,069)		(119,069)	246,600	270,052	-	(531,758)	(525,997)	(375,014)	275,350	-	(490,245)	(214,895)	(589,909)	
Library		26,961	-	(503,586)	(476,625)		(476,625)	74,100	31,957	-	(595,352)	(509,570)	(954,238)	57,100	-	(591,096)	(533,996)	(1,488,234)	
Parks & Rec		153,303	-	(762,058)	(608,755)		(608,755)	92,950	145,679	-	(1,004,660)	(914,348)	(1,377,424)	85,475	-	(833,907)	(748,432)	(2,125,856)	
Planning Commission		45,177	-	(121,615)	(76,438)		(76,438)	5,100	4,560	-	(39,322)	(74,159)	(146,037)	105,100	-	(222,822)	(117,722)	(263,759)	
Police		5,091	-	(1,443,554)	(1,438,463)		(1,438,463)	107,350	9,147	-	(1,669,875)	(1,510,566)	(2,939,882)	107,900	-	(1,745,181)	(1,637,281)	(4,577,163)	
Rail Campus		501,136	-	(100,130)	401,006		401,006	1,000	6,000	-	(40,000)	(61,497)	345,509	1,000	-	(31,000)	(30,000)	315,509	
Recycling		397	-	(17,567)	(17,170)		(17,170)	5,000	506	-	(39,814)	(33,866)	(50,530)	-	-	(34,816)	(34,816)	(85,346)	
Senior Center		63,043	-	(123,687)	(60,644)		(60,644)	68,500	72,591	-	(155,426)	(146,077)	(134,130)	78,500	-	(164,786)	(86,286)	(220,416)	
Senior Shuttle		2,849	-	(1,566)	1,283		1,283	3,088	1,901	-	(3,088)	(2,508)	676	3,438	-	(3,438)	-	676	
Engineering		-	-	-	-		-	131,639	108,687	-	(174,530)	(144,916)	(36,229)	108,937	-	(143,916)	(34,979)	(71,208)	
	3,488,366	5,764,518	-	(4,391,946)	1,372,572		4,860,938	5,757,039	5,595,196	(566,647)	(6,053,357)	(4,943,216)	4,946,271	5,865,763	(805,000)	(5,956,741)	(895,978)	4,050,293	
SPECIAL REVENUE FUNDS																			
Cemetery Guthman Trust																			
Cemetery Perpetual Care	210,401	8,898	-	(145)	8,753		219,154	6,860	8,440	-	(145)	(145)	227,449	6,860	-	(145)	6,715	234,164	
CDBG Fund	19,304	42,257	-	(41,941)	316		19,620	308,300	225,000	-	(310,000)	(227,666)	16,954	83,000	-	(83,000)	-	16,954	
LB840 Fund	264,507	264,741	-	(335,925)	(71,184)		193,323	257,902	242,057	-	(200,150)	(272,828)	162,552	244,444	-	(244,444)	-	162,552	
TIF	98,608	234,235	-	(273,953)	(39,718)		58,890	357,355	494,946	-	(336,038)	(317,871)	235,965	359,943	-	(349,743)	10,200	246,165	
DEBT SERVICE FUND	705,372	440,000	135,865	(568,997)	6,868		712,240	570,412	578,712	-	(567,912)	(558,514)	732,438	845,474	-	(1,040,474)	(195,000)	537,438	
STREET FUND	1,416,384	1,204,922	(135,865)	(1,727,028)	(657,971)		758,413	5,141,886	6,492,292	566,647	(6,463,013)	(7,118,385)	698,967	1,126,639	805,000	(2,629,462)	(697,823)	1,144	
ENTERPRISE FUNDS:																			
Electric	8,114,046	9,721,934	11,090	(11,890,921)	(2,157,897)		5,956,149	9,950,500	9,725,358	-	(11,714,970)	(11,529,645)	4,151,862	10,912,820	-	(11,781,609)	(868,789)	3,283,073	
Water	3,555,915	1,865,034	11,090	(1,628,616)	236,418		3,803,423	1,897,050	1,999,838	-	(2,471,135)	(2,286,398)	3,516,863	1,908,000	-	(3,353,224)	(1,445,224)	2,071,639	
Sewer	2,214,114	1,557,215	(22,180)	(1,431,384)	125,831		2,317,765	1,535,750	1,606,070	-	(1,773,397)	(1,481,461)	2,442,374	1,595,092	-	(3,024,481)	(1,429,389)	1,012,985	
	13,884,075	13,144,183	-	(14,950,921)	-		12,077,337	13,383,300	13,331,266	-	(15,959,502)	(15,297,504)	10,111,099	14,415,912	-	(18,159,314)	(3,743,402)	6,367,697	
GRAND TOTAL	20,087,017	21,103,754	-	(22,290,856)	619,636		18,899,915	25,783,054	26,967,909	-	(29,890,117)	(28,736,129)	17,131,695	22,948,035	-	(28,463,323)	(5,515,288)	11,616,407	

ORDINANCE NO. 2020-

AN ORDINANCE AUTHORIZING A LEASE-PURCHASE AGREEMENT RELATING TO THE PURCHASE OF EQUIPMENT FOR USE BY THE CITY OF SEWARD, NEBRASKA; AUTHORIZING THE EXECUTION OF DOCUMENTS WITH RESPECT TO SAID LEASE-PURCHASE AGREEMENT AND PROVIDING FOR THE PUBLISHING OF THIS ORDINANCE

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SEWARD, NEBRASKA, as follows:

Section 1. The Mayor and City Council hereby approve the acquisition of the following piece of equipment (referred to hereinafter as the "Equipment"): a 2020 Case 621GXR Wheel Loader. The Mayor and City Council also hereby approve financing for the acquisition of the Equipment over a period of years through a lease-purchase agreement pursuant to Section 19-2421, R.R.S. Neb. 2012. Cattle Bank & Trust (the "Bank") has offered to assist the City and has proposed entering into a Lease-Purchase Agreement in the form presented to the Council at this meeting.

Section 2. The terms of the Lease-Purchase Agreement with the Bank whereby the Bank is leasing to the City such equipment, as set forth in the form presented to this meeting, are hereby approved.

Section 3. The actions of the Mayor, City Clerk and City Treasurer and such other officers as may be required, in executing and delivering on behalf of the City of Seward, said Lease-Purchase Agreement, are hereby ratified and approved and said officers are authorized to do all other things necessary or appropriate to enter into and carry out said Lease-Purchase Agreement.

Section 4. The Mayor and Council do further state that it is the intent that the Equipment shall be used for public purposes of the City and that the amount of basic rent due under said lease-purchase agreement attributable to interest which shall be paid over the term of said agreement shall be excludable from the gross income of the registered holder of the lease under the federal income tax by virtue of Section 103(a) of the Internal Revenue Code of 1986, as amended, and sections related thereto, and the Mayor, Clerk and Treasurer of the City are hereby authorized to take all actions necessary and appropriate to carry out said intention. The City hereby designates said lease-purchase agreement as one of its "qualified tax-exempt obligations," pursuant to Sections 165(b)(3)(B)(i)(iii) of said Code and covenants and warrants that it has not and will not issue tax-exempt obligations in calendar 2020 in an amount in excess of \$10,000,000.

Section 5. This ordinance shall be published in pamphlet form in the manner required by law and shall be in force and effect from and after its passage and publication as approved by law and City ordinance.

PASSED AND APPROVED this ____ day of September, 2020.

ATTEST:

Joshua Eickmeier, Mayor

Bonnie Otte
Assistant Administrator
City Clerk/Treasurer
Budget & Human Resources Director

(SEAL)

LEASE-PURCHASE AGREEMENT

This Lease-Purchase Agreement made and entered into as of the 1st day of October, 2020 (the "Agreement") by and between Cattle Bank & Trust, Seward, Nebraska (the "Lessor"), and the City of Seward, Nebraska (the "Lessee" or "City"):

WITNESSETH:

That the City is a political subdivision of the State of Nebraska with full and lawful power and authority to enter into this Agreement as a Lease-Purchase Agreement pursuant to the authority granted by Section 19-2421, R.R.S. Neb. 2012.

That the Lessee has found it necessary and desirable to acquire a 2020 Case 621GXR Wheel Loader (the "Equipment") for lawful municipal purposes; that Lessee has agreed to trade in a certain Case 621E Wheel Loader in connection with acquiring the Equipment; that Lessee has determined that not less than \$115,700.00 of the amount anticipated to be required for the acquisition of such equipment should be paid by the Lessee over a period of five (5) years and Lessor is willing to be paid by Lessee over a period of five (5) years and Lessor is willing to acquire, with the Lessee acting as its purchasing agent, the Equipment and lease the same to the City over such period of years for the rentals herein specified upon the terms and conditions set forth herein.

WHEREFORE, IN CONSIDERATION of the premises and the mutual covenants and agreements therein set forth, Lessor and Lessee do hereby covenant and agree as follows:

Registration:

<u>Name of Registered Owner</u>	<u>Date of Registration</u>	<u>Signature of Treasurer as Registrar</u>
Cattle Bank & Trust	October 1, 2020	_____

ARTICLE I
DEFINITIONS

In addition to the words and terms elsewhere defined in this Agreement, the following words and terms as used in this Agreement shall have the following meanings, unless the context or use indicates another or different meaning or intent:

“Agreement” - This Lease-Purchase Agreement and any amendments hereto.

“Acquisition Deposit” - The sum of \$115,700.00 to be advanced by Lessor and deposited with the City Treasurer to pay for the Equipment defined herein.

“Equipment” – A 2020 Case 621GXR Wheel Loader.

ARTICLE II
GRANTING OF
LEASEHOLD/TITLE TO EQUIPMENT

Section 2.1. Lessor hereby leases to City and City hereby leases from Lessor upon and subject to the terms and conditions herein set forth, the Equipment. The term of this Agreement shall commence on October 1, 2020 and shall end on November 30, 2024.

Section 2.2. If, on or before November 30, 2024, City shall have paid in full all lease-purchase rental obligations as provided for and described in Article III hereof, the Equipment shall automatically become the sole property of City without any further act by Lessor or City.

Section 2.3. Lessor agrees that for insurance and administrative purposes, Lessee shall title the equipment in the name of the City of Seward, however both parties to the agreement stipulate that both legal and equitable title shall rest in Lessor until all conditions of the agreement are satisfied.

ARTICLE III
LEASE-PURCHASE RENTALS

Section 3.1. City desires to pay \$115,700.00 of said contract sum in the form of lease-purchase rentals due for the Equipment over a period of years with principal payments falling due and bearing interest at 2.20% per annum as shown below. Lessor agrees to such payment terms. City agrees to pay basic lease-purchase rentals in accordance with the foregoing as follows:

<u>Payment Date</u>	<u>Total Payment</u>	<u>Principal Due</u>	<u>Interest Due</u>
11/30/2020	\$24,245.00	\$23,827.72	\$ 417.28
11/30/2021	\$24,245.00	\$22,223.81	\$2,021.19
11/30/2022	\$24,245.00	\$22,712.73	\$1,532.27
11/30/2023	\$24,245.00	\$23,212.41	\$1,032.59
11/30/2024	\$24,245.23	\$23,723.32	\$ 521.91

Lessor and Lessee hereby acknowledge and agree that the foregoing schedule represents principal payments on \$115,700.00 of the contract sum in accordance with the schedule set forth above.

Section 3.2. City agrees to pay as additional lease-purchase rentals the following:

- A. any taxes on the Equipment which become due or payable as assessed during the term of this Agreement and any other governmental charges or impositions of any sort whatsoever, foreseen or unforeseen;
- B. any and all taxes which may be incurred by Lessor relating to or by virtue of the ownership interest of either thereof in the Equipment and any and all costs incurred by Lessor in preserving its ownership interest in the

Equipment free and clear from all encumbrances other than those created pursuant to this Agreement, including legal expenses; and

- C. all costs, expenses, liabilities, obligations, and other payments which City has agreed to pay or assume under the provisions of this Agreement.

Section 3.3. Payments of basic rent shall be made to Lessor by City remitting the same directly to Lessor. Payments of additional rent specified in Section 3.2 hereof shall be made by City remitting the same directly to the respective payees.

Section 3.4. The City shall have the right to make prepayment of the principal installments due hereunder at any time in whole, provided that at the time of such prepayment all accrued but unpaid interest on each installment is paid in full. The City may also make prepayments in part of the principal installments due hereunder at any time, provided that all accrued but unpaid interest attributable to such prepaid increment of principal shall also be paid in full at the time of such prepayment. Any such partial prepayment shall be applied first to the last installment or installments of the lease-purchase rental payments falling due after such prepayment shall be reduced in an amount equal to the interest attributable to the amount of principal prepaid.

ARTICLE IV ACQUISITION DEPOSIT

Section 4.1. Upon execution of this Agreement, Lessor shall make the Acquisition Deposit by delivering the same to the City Treasurer or by delivering the funds directly to the vendor for the Equipment. The Acquisition Deposit shall be for the purpose of providing monies to enable the City to acquire the Equipment. The City may combine the Acquisition Deposit with other funds of the City but shall use all of such monies exclusively to pay for the acquisition of the Equipment. The monies held in the Acquisition Fund shall be fully insured by insurance of the Federal Deposit Insurance Corporation or fully collateralized in the manner required by law for deposits of funds of a City.

Section 4.2. Any dispute with the warrantor retained by the City concerning the Equipment may be adjusted and settled by City and such warrantor without the involvement of Lessor so long as such adjustments and settlements do not result in any reduction or modification of the rental due hereunder or affect the other rights of Lessor provided for hereunder. City shall be liable and make payment to such vendor and all other persons for any judgment, claim or liability in connection with the Equipment in excess of the Acquisition Deposit.

Section 4.3. This Agreement shall not be amended or rescinded without the written consent of Lessor except that the warrantor and City may alter or change provisions of the acquisition to provide for changes or modifications in the equipment provided that any additional costs related to such changes shall be borne by City to the extent that there are not monies in the Acquisition Deposit available for such purpose.

ARTICLE V
COVENANTS OF CITY

Section 5.1. City covenants that it is a duly existing City of the First Class of the State of Nebraska with full and lawful power and authority to enter into this Agreement as a lease-purchase agreement pursuant to Section 19-2421, R.R.S. Neb. 2012, and that it has taken all actions necessary to validly enter into this Agreement.

Section 5.2. Lessee covenants that the lease-purchase rentals payable under this Agreement do not exceed any limitation imposed by law.

Section 5.3. Until the lease-purchase rentals due hereunder are fully paid, City covenants and agrees to make and continue to make for so long as permitted by law an annual levy on the taxable property in the City, within all statutory limits, which will be sufficient, along with any other funds available for the purpose, to enable City to pay all basic and additional rent as and when the same become due, and to take all action required to provide funds to make rental payments as herein required.

Section 5.4. City covenants and agrees that it will observe all budget and spending limitations now or hereafter imposed by law in such a manner that a sufficient portion of its tax levy or other monies shall be lawfully available to pay all rentals due under this Agreement.

ARTICLE VI
REPAIRS, MAINTENANCE AND ALTERATIONS

Section 6.1. City shall keep the Equipment in good condition and repair.

Section 6.2. City shall have the right, at its own expense, to make additions, alterations, and changes in or to the Equipment. All alterations, additions and improvements to the Equipment shall be deemed a part of the Equipment subject to this agreement, and, upon final payment of all rental obligations under this Agreement, shall become the property of City pursuant to the provisions of Article I of this Agreement as a part of the Equipment.

Section 6.3. It is the intention of the parties hereto that this Agreement shall be construed as a net lease-purchase agreement and that Lessor shall have no obligation for any costs related to the Equipment in excess of monies held in the Acquisition Deposit.

Section 6.4. CITY HEREBY EXPRESSLY AGREES THAT LESSOR SHALL NOT BE LIABLE FOR ANY DEFECT IN THE EQUIPMENT OR IN THE ASSEMBLY THEREOF AND THAT LESSOR HAS MADE NO WARRANTIES, EXPRESS OR IMPLIED WITH RESPECT TO THE EQUIPMENT OR THE ACQUISITION THEREOF AND SHALL NOT BE HELD RESPONSIBLE BY CITY BY SET-OFF, ABATEMENT OR OTHERWISE FOR ANY WARRANTIES OR OTHER LIABILITIES ON THE PART OF ANY VENDOR WITH RESPECT TO THE EQUIPMENT. CITY AGREES THAT ALL RENTALS PAYABLE HEREUNDER SHALL BE AND REMAIN PAYABLE HEREUNDER WITHOUT REGARD TO ANY DEFECT IN THE EQUIPMENT OR ANY PART THEREOF.

ARTICLE VII
INSURANCE

Section 7.1. Through the term of this Agreement, City shall, at City's expense, keep the Equipment insured or cause the Equipment to be kept insured against loss or damage by fire and extended coverage perils in an amount not less than the full replacement value thereof, with such insurance to be under policies issued by responsible insurers authorized to do business in the State of Nebraska; provided, however, that such insurance policy or policies may provide that no payment shall be made thereon for any claims thereunder of less than \$1,000. Such insurance policies shall name Lessor and City as insureds as their respective interests may appear, but so long as the City is not in default hereunder, any loss shall be adjusted by and be paid to the City.

Section 7.2. Upon occurrence of any damage covered by the insurance required by Section 7.1 hereof, the proceeds of such insurance shall be used to repair or replace the Equipment as may be determined upon by City. City agrees that if the available proceeds of insurance are insufficient to fully restore the Equipment to the condition existing prior to the loss, such insufficiency shall not constitute any default of Lessor or Lessor shall have no responsibility to provide funds for such purpose beyond the funds available from such insurance, and further that such insufficiency shall not relieve City of the responsibility for payment of all lease-purchase rentals provided for herein.

ARTICLE VIII
INSPECTION OF EQUIPMENT BY LESSOR

City shall permit Lessor to inspect the Equipment during usual business hours for purposes of inspections which may be reasonably necessary for the protection of the Lessor's interest in the Equipment.

ARTICLE IX
USE OF EQUIPMENT

City shall, during the term of this Agreement, promptly comply with all valid statutes, laws, ordinance, orders, judgments, decrees, regulations, directions and requirements of all federal, state, local and other governments or governmental authorities, now or hereafter applicable to the Equipment as to the manner or use or the condition of the Equipment. City covenants that the Equipment is for the exclusive use of the City.

ARTICLE X
INDEMNIFICATION OF LESSOR

City shall indemnify and save Lessor harmless against and from all claims by or on behalf of any person, firm, or corporation arising from the Lessor's acquisition and ownership of any interest in the Equipment, including but not limited to:

- A. any condition of the Equipment;
- B. any breach or default on the part of City in the performance of any of its obligations under this Agreement;
- C. any act or negligence of City or of its officers, agents, contractors, servants, employees, or licensees; or
- D. any accident, injury or death of any person or damage to any property occurring as a result of any condition or use of the Equipment.

City shall indemnify and save Lessor harmless from and against all costs and expenses incurred in or in connection with such claim arising as aforesaid; or in connection with any action or proceedings brought thereon, and upon notice from Lessor, City shall defend the Lessor in any such action or proceedings brought thereon, and upon notice from Lessor, City shall defend the Assignee in any such action or proceeding. In addition to the foregoing and notwithstanding anything contained in this Agreement which might be construed to the contrary, City covenants and agrees to indemnify and save Lessor harmless, to the extent permitted by law, with respect to any pecuniary liability to which it might become subject as a consequence of the performance by it or City of any act in compliance with the terms and provisions of this Agreement.

ARTICLE XI
LESSOR'S PERFORMANCE OF LESSEE'S OBLIGATIONS

If City shall fail to keep or perform any of its obligations as provided in this Agreement, then Lessor may (but shall not be obligated to do so) upon the continuance of such failure on City's part for thirty (30) days after written notice to the City and without waiving or releasing the City from any obligation, as an additional but not exclusive remedy, make any payment or perform any obligation, and all sums paid by Lessor in performing such obligation shall be deemed additional rent and shall be paid to Lessor on demand, or, at Lessor's option, may be added to any installment of basic rent thereafter falling due, and if not so paid by the City, Lessor shall have the same rights and remedies as in the case of default by the City in the payment of basic rent.

ARTICLE XII
DAMAGE OR DESTRUCTION

Section 12.1. If the Equipment shall be damaged from any cause whatsoever, City shall, at City's expense, promptly and with reasonable diligence proceed to repair, replace or reconstruct the Equipment to the extent required so that, in the judgment of City, the Equipment shall be suitable for use for its purposes. Insurance money may be used for such repair, replacement or reconstruction as provided in Article VII hereof.

Section 12.2. No damage to or destruction of the Equipment or any part thereof from any cause whatsoever shall reduce or affect City's obligation to pay basic and additional rental as provided in this Agreement.

ARTICLE XIII
ASSIGNMENTS AND SUB-LEASES

City may not assign its rights under this Agreement or sublet the Equipment or any part thereof. Lessor may at any time by notice in writing to City assign and transfer its rights under this Agreement upon presentation and surrender of this Agreement to the City's Treasurer as provided in Section 15.3 of Article XV hereof.

ARTICLE XIV
DEFAULT PROVISIONS

This Agreement is made on condition that if:

- A. City defaults in the due and punctual payments of basic rent or additional rent and such default continues for a period of thirty (30) days after City's receipt of notice of such nonpayment from Lessor; or
- B. City defaults in the performance of any other covenants or obligations herein performed, and City fails to remedy the same within sixty (60) days after Lessor has given City written notice specifying such default (or within such additional period, if any, as may be reasonably required to cure such default if it is of such nature that it cannot be cured within said 60-day period because of any cause beyond the control of the City);

then Lessor may, at Lessor's election, then or at any time thereafter while such event of default shall continue, give City written notice of intention to terminate this Agreement, and the term herein provided for on a date specified therein, which date shall not be earlier than thirty (30) days after such notice is given, and if all defaults have not been cured on the date so specified, then City's rights to possession of the Equipment shall cease and the term hereof and this Agreement shall thereupon be terminated, and Lessor may take full possession of the Equipment and may take such actions deemed appropriate by it to recover the balance of all sums due and owing to the Lessor under the terms of this Agreement, including any legal expenses incurred by Lessor in connection with enforcing its rights hereunder, and the remaining balance of rentals due under this Lease-Purchase Agreement and may hold City liable for any deficiency, to the extent permitted by law. City covenants that there shall be no owner or encumbrancer other than City itself to whom Lessor may be liable for reimbursement for any such damage to the Equipment and, in the event that Lessor should be liable for any such reimbursement to other encumbrancers, City shall hold Lessor harmless from such liability and any and all expenses of Lessor with respect to such liability. In addition, the Lessor shall have all rights and remedies of a secured party under the Nebraska Uniform Commercial Code with respect to the Equipment or any part thereof. Anything in this Agreement to the contrary notwithstanding, the remedies

available to Lessor relating to repossession as described above shall not be construed to preclude direct enforcement by legal proceedings of City's obligation to pay basic rent and additional rent hereunder and the above described remedies of repossession shall be construed as merely supplemental to such direct enforcement of City's obligation to pay basic rent by legal proceedings.

ARTICLE XV
MISCELLANEOUS

Section 15.1. Lessor and City shall each be entitled to specific performance and injunctive or other equitable relief for any breach or threatened breach of any of the provisions of this Agreement, notwithstanding the availability of any adequate remedy at law, and each party hereby waives the right to raise such defense in any proceeding in equity. The specific remedies provided for in this Agreement are cumulative and not exclusive of any other remedy. The failure of any part or Lessor to insist in any one or more cases upon strict performance shall not be construed as a waiver or relinquishment for the future. No acceptance of rent with knowledge of any default shall be deemed a waiver of such default.

Section 15.2. If any provision of this Agreement shall be held or deemed to be or shall, in fact, be inoperative or unenforceable as applied in any particular case, for any reason, such circumstances shall not have the effect of rendering the provision in question inoperative and unenforceable in any other case or circumstances, or of rendering any other provision or provisions herein contained, invalid, inoperative or unenforceable to any extent whatever. The invalidity of any one or more phrases, sentences, clauses, or paragraphs in this Agreement contained shall not affect the remaining portions of this Agreement or any part hereof.

Section 15.3. This Agreement shall constitute an obligation of the City in registered form and shall be initially registered by the Treasurer of the City in the name of Lessor. Any subsequent transfer or assignment of this obligation or the rights to payment hereunder shall be made only with the written consent of City and only upon presentation of the original copy of this Agreement delivered to Lessor for notation of registration of transfer upon such copy and any such transfer shall also be noted upon separate books of record kept by said Treasurer.

IN WITNESS WHEREOF, Cattle Bank & Trust, Seward, Nebraska, as Lessor, has caused this Agreement to be signed in its name and behalf by its authorized officer, and the City of Seward, in the County of Seward, in the State of Nebraska, as Lessee, has caused this Agreement to be signed in its name and behalf by the Mayor and Clerk, this Agreement to be effective as of October 1, 2020, regardless of the actual date of execution.

CATTLE BANK & TRUST, Seward, Nebraska

By: _____

Title: _____

CITY OF SEWARD, IN THE COUNTY OF SEWARD, IN THE STATE OF NEBRASKA

ATTEST:

Mayor

City Clerk

(S E A L)

CERTIFICATE OF MAYOR AND CLERK
OF THE CITY OF SEWARD,
IN THE COUNTY OF SEWARD,
IN THE STATE OF NEBRASKA

Joshua Eickmeier and Bonnie Otte hereby certify that they are the Mayor and Clerk respectively, of the City of Seward, in the County of Seward, in the State of Nebraska, and they executed on behalf of said City the Lease-Purchase Agreement (the "Lease-Purchase Agreement") between Cattle Bank & Trust, Seward, Nebraska, as Lessor, and said City as Lessee, dated October 1, 2020.

The undersigned further certify that no controversy or litigation is now pending or threatened involving the execution by said City of the Lease-Purchase Agreement or other matters relating to the transaction described in the Lease-Purchase Agreement; that said Ordinance has not been amended or repealed and is now in full force and effect; and that no petitions for referendum with respect to any measure included in the proceedings related to said Lease-Purchase Agreement have been filed in the office of the City Clerk as of the date hereof.

The undersigned further certify that the City has not received notice of assignment with respect to the Lease-Purchase Agreement or rights thereunder from any other person or entity whatsoever.

IN WITNESS WHEREOF, we have affixed our respective official signatures as of the 1st day of October, 2020.

Mayor

City Clerk

RECEIPT AND ACKNOWLEDGMENT
OF CATTLE BANK & TRUST
SEWARD, NEBRASKA

CATTLE BANK & TRUST, Seward, Nebraska, hereby acknowledges receipt from the City of Seward, in the County of Seward, in the State of Nebraska, of an executed copy of that Lease-Purchase Agreement by and between said City dated as of October 1, 2020.

IN WITNESS WHEREOF the Bank has caused this Receipt to be executed by its duly authorized officer this October 1, 2020.

CATTLE BANK & TRUST, Seward, Nebraska

By: _____

Title: _____

ORDINANCE NO. 2020-

AN ORDINANCE OF THE CITY OF SEWARD, NEBRASKA, AMENDING CHAPTER 355 OF THE SEWARD MUNICIPAL CODE RELATING TO CONDITIONS FOR TOBACCO POSSESSION AND USE BY MINORS AND SALE TO MINORS; REPEALING ALL CONFLICTING ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1. That Chapter 355, Article I, Section 355-1.1, be and hereby is amended to read as follows:

It shall be unlawful for any person under ~~the age of 18 years~~ twenty-one years of age to possess, smoke, use, purchase, or attempt to acquire tobacco products, vapor products, or alternative nicotine products of any kind. "Tobacco products" shall be defined to mean any substance containing tobacco leaf, including, but not limited to, cigarettes, cigars, pipe tobacco, snuff, chewing tobacco, or dipping tobacco. "Vapor products" and "alternative nicotine products" are defined in Neb. RS 28-1418.01. Upon conviction, the penalty for said offense shall be a fine not to exceed \$500.

SECTION 2. That Chapter 355, Article I, Section 355-1.2, be and hereby is amended to read as follows:

It shall be unlawful for any person to sell or attempt to sell to any person under ~~the age of 18 years~~ twenty-one years of age any tobacco products, vapor products or alternative nicotine products of any kind. Upon conviction, the penalty for said offense shall be a fine not to exceed \$500.

SECTION 3. That Chapter 355, Article II, Section 355-2.2, be and hereby is amended to read as follows:

The license herein provided shall authorize the sale of cigars, tobacco, cigarettes, and cigarette material by the licensee and employees to persons over the age of ~~18~~ twenty-one at that place of business described in said license from the date of filing such application and paying such license fee to and including December 31 of the calendar year in which application for such license is made, unless the same is forfeited as hereinafter provided. (Neb. RS 28-1424)

SECTION 4. That Chapter 355, Article II, Section 355-2.3, be and hereby is amended to read as follows:

Any licensee who shall sell, give, or furnish in any way, to any person under ~~the age of 18 years~~ twenty-one years of age, or who shall willingly allow to be taken from his place of business by anyone under ~~the age of 18 years~~ twenty-one years of age, any cigars, tobacco, cigarettes, cigarette material, vapor products or alternative nicotine products shall be deemed guilty of a misdemeanor, and in addition thereto his license shall be forfeited and revoked, and all rights under said license shall at once cease and terminate. (Neb. RS 28-1425)

SECTION 5. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 6. This ordinance shall be in force and effect from and after its passage, approval and publication as required by law.

Passed and approved this _____ day of September, 2020.

THE CITY OF SEWARD, NEBRASKA

ATTEST:

Joshua Eickmeier, Mayor

Bonnie Otte, City Clerk

(SEAL)

CITY ADMINISTRATORS REPORT – 9/15/20

- Finalized budget items with Finance Director based on City Council changes.
- Drafted second round DTR documents.
- Unified Command Team Meetings with Four Corners Health (weekly).
- Monitoring a number of street projects (East Seward Street, Waverly Road, Karol Kay).
- AMI project finalization with Olsson, Electric Dept., and Water Dept, final bid recommendations to come in October.
- Covid-19 response to inquiries and issues.
- Final NPPD Weekly Summer Loading Call in Meetings.
- Met with Parks and Rec team on Fall Sports planning re: Covid-19 and specifically soccer and flag football.
- Petsource ribbon cutting event and plant tour.
- Continuing to prepare for Civil Service Police Chief Interviews on September 16th and 17th.
- Working with Leadership Resources to finalize assessment of Police Chief candidates.
- Finalizing targets for past 6 month period and upcoming 6 month period.
- Attended special Tree Board meeting to strategize plans for Emerald Ash Borer.

The departments are working on the following projects to name a few:

Police Department

- Traffic Incident Management meeting in York.
- Firearms training.
- New Officer Frazey started.
- Officer Samek continues working night shift. Anticipate her being released from Field Training by month's end.

Clerk's Office

- Updating Employee Emergency Contact Information.
- Processing New Hire for Police Department - Officer Frazey.
- Chief of Police Vacancy Process (Applications closed – processing those received).

Water/Wastewater Department

- Water main project on Hwy 15.
- Power wash clarifiers.
- Transfer sludge to sand beds.
- Ongoing annual sanitary jetting program.
- Camera, root cut in the 8th Street area.

Parks and Rec/Cemetery/Golf/Pool

- Special Tree Board meeting Tuesday regarding Emerald Ash Borer.
- Cemetery board meeting.
- Soccer and flag football was to start but delayed by wet conditions.
- Wake Park Shelter final concrete work.
- Worked on issues related to upcoming pool heat install.

Electric Department

- Trench in Orscheln's service.
- Install service to 848 Seward St.
- Remove temp services at Scoular.
- Work on SCADA in Rail Substation.

Street Department

- Installing signs and sign maintenance.

- Rock alleys.

Library

- Distribution of the Fall Library “CARD” reading program for all ages to run Sept/Oct.
- Promotion of Zoom story times.
- Celebration of the library building’s 17th birthday was Wednesday, Sept. 2.
- Material ordering for the end of the year.

Building Inspection/Planning Department

- Levander plan review.
- Zoom meeting with Concordia for code review of plan revisions.
- September PC Agenda and packets.
- Inspections and plan reviews.
- Work with Permit Tech and Building certification testing materials.

Engineering

- Storm sewer plan for Orscheln’s.
- Prepare bid set, for city council approval for WWTP Outfall.
- Cartway width for planning commission approval for ULDO updates.
- Seward Rail Campus plat edits, Levander storm drainage, storm sewer cost estimate, boulevard planting.
- Monitor construction for Karol Kay Blvd.
- Preliminary project planning for East Hillcrest Drive/Bluff Road.

Finance Department

- Payroll.
- Finalize budget and submit.
- August Financials for the City.