



**CITY OF SEWARD
City Council
Regular Meeting**

Agenda

Tuesday, June 1, 2021 7:00 PM

**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, June 1, 2021, 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

REORGANIZATION

MINUTES

1. Draft Minutes of May 18, 2021- City Clerk Bargmann

CONSENT AGENDA

1. Claims & Payables Reports
2. Seward County Chamber & Development Partnership Report
3. Infrastructure Cost Items Reimbursable Back to the City

CONFIRMATION OF MAYOR APPOINTMENTS

1. Reappoint Members to Various Boards and Committees:
 - A. Jean Kolterman and Jan Matzke to the Civic Center Commission for a 3-Yr Term
 - B. Charles Matzke to the Tree Board for a 3-Yr Term
 - C. Jeremy Tonniges, Scott Seevers, and Clarence Kotera to the Planning Commission for a 3-Yr Term
 - D. Jeremy Tonniges to the LB840 Sales Tax Application Review Board for Economic Development for a 3-Yr Term
 - E. Larry Ruether and Cory Mueller to the Electricians Board for a 2-Yr Term
 - F. Ryne Seaman to the Community Redevelopment Authority for a 5 Year Term
 - G. Roger Glawatz and Greg Zabka to the Cemetery Board for a 3-Yr Term

2. Appoint Members to Various Boards and Committees:
 - A. Patricia Bruenger to the Aging Services Commission Board for a 2-Yr Term
 - B. Tim Dworak to the Electricians Board for a 2-Yr Term

PUBLIC HEARINGS

ADMINISTRATIVE ITEMS

1. Ordinance Directing the Conveyance of Real Property, Legally Described as All of the West Forty Five (45) feet of the South Half (S1/2) of Lot Five (5), in Block Seven (7), in the Original Town (Now City) of Seward, Nebraska, to Old Town Square, LLC - City Administrator Butcher
2. Request by H & H Recreation Inc., 123 S 4th Street, Seward, for a Special Designated Liquor License for a Beer Garden located at 101 S 4th Street, Seward, from 6A - 2A on July 2-4, 2021 - City Clerk Bargmann

COUNCIL REQUEST

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 for Construction of a New Water Tower - City Administrator Butcher

MOTION TO ADJOURN

I, Derek Bargmann, the duly appointed qualified and acting City Clerk of the City of Seward, Nebraska, hereby certify:

That the foregoing Notice of Meeting and Agenda for such meeting has been posted in the following places: Seward City Hall, Seward County Courthouse, Seward Memorial Library and CityofSewardNE.com

IN WITNESS WHEREOF, I have hereunto set my hand officially and affixed the seal of the City.

Derek Bargmann
City Clerk

Date

May 18, 2021

The Seward City Council met at 7:00 p.m. on Tuesday, May 18, 2021, with Mayor Joshua Eickmeier presiding and Administrative Assistant Mindy Meier recording the proceedings. Upon roll call, the following Councilmembers were present: Jonathon Wilken, Karl Miller, John Singleton, Chris Schmit, Alyssa Hendrix, Ellen Beck. Absent: Sid Kamprath, Jessica Kolterman. Other officials present: City Administrator Greg Butcher, City Attorney Kelly Hoffschneider, City Engineer Mike Oneby, Chief of Police Brian Peters, Building/Zoning & Code Enforcement Officer Tim Dworak.

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 MAY 4, 2021 COUNCIL MEETING

Councilmember Schmit moved, seconded by Councilmember Wilken, that the minutes of the May 4, 2021 City Council meeting be approved.

Aye: Wilken, Beck, Miller, Schmit, Hendrix, Singleton

Nay: None

Absent: Kamprath, Kolterman. Motion carried.

1-6. CONSENT AGENDA CONSIDERATION ITEMS

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

1. Claims & Payables Reports
2. City Treasurer Report
3. City Codes Director Report
4. Police Department Report
5. Add Ian Finkbiener and Thomas Barnett to Volunteer Firefighter Roster
6. Infrastructure Cost Items Reimbursable Back to the City

May 18, 2021

CLAIMS LIST
5-18-21

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.

Altec Industries Inc	To, Re	592.20
Almquist Maltzahn Gallowa	Audit FYE 9-30-2020	30,500.00
Amazon.Com Credit Service	Su, Re, Bu, Donat	1,605.68
American Water Works Asso	Mbrshp	403.00
Arps	Ci	10,761.63
Baker & Taylor	Mat	2,502.78
Baldinger Charlotte	Mbrshp	20.16
Bern'S Body Shop	Re	2,754.43
Bizco Technologies	Se, Eq	5,846.74
Black Hills Energy	Ut	814.63
Blue To Gold Law Enforce	Mbrshp, Trn, Mi	318.00
Blue Valley Pest Control	Bu	80.00
Bockmann Inc	Se	2,135.00
Border States Industries	Un	498.39
Bridgestone Golf	Su, Misc	405.36
Callaway Golf	Su, Misc	539.20
Carroll Construction Supp	Ci	948.89
Center Point Large Print	Su	168.00
Ceresco Youth Recreation	10U SB Tourney Fee	200.00
City Seward Electric Fund	Ut	29,647.92
City Seward Library Petty	Su	70.04
City Seward Merchant Serv	Se, Su, Misc,	2,787.95
City Seward Payroll Accou	Payroll	153,863.47
City Seward Perpetual Fd	Cem Fees	750.00
Commercial Turf Services	Misc	1,375.00
Constellation Newenergy	Ut	870.64
Creative Prod Sourcing	Su	1,100.26
Danko Emergency Equipment	Eq	222.30
Denton Baseball	8U SB Tourney Fee	200.00
Dorcey Patrick	Releaf Tree Program	150.00
Eakes Office Solutions	Su	56.97
Ehrlich Roy D	Reimb	22.89
Electronic Contracting Co	Se	81.00
Emergency Medical Product	Ms	574.89
Exchange Bank	Misc	3,300.00
Farmers Coop Seward	Oi, Gu, Re	3,407.56
Fast Mart	Oi	91.52
Fastenal Company	Su	263.04
Fernau Dakota	Ms	98.00
First Wireless Inc	Eq	5,125.00
Fyr-Tek	Eq, Re	1,337.81
Galls Llc	Un	79.99
Geidel Amanda / Jeremy	BB Ump	60.00
General Excavating	Ci	50,077.00
Gerhold Concrete Co Inc	Ci	2,553.00
H & S Plumbing Heating &	Re, Bu	406.34

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H W Wilson Company	Su	390.50
Hach Company	Su	99.70
Hobson Automotive & Tire	Oi, Gu, Re	386.32
Holmes Nick	Youth Soccer Camp Instr	400.00
Husker Electric Supply Co	Su, Un, Su, Gu	1,209.12
Hydraulic Equipment Servi	Re, Bu	1,523.37
J E O Consulting Group	Se	1,360.30
Jackson Services Inc	Su, Un	53.50
Janicek Gary M	Misc	59.98
Jensen Audra	Misc	1,152.24
K & Z Distributing	Su	266.50
Konica Minolta Business	Su	24.25
Last Mile Network Consult	Se	90.00
Leadership Resources	Se	870.65
Liermann'S Service	Re	39.95
Lincoln Winwater Works	Gu	440.00
M C 2 Inc	Re, Bu	869.35
Matheson Tri-Gas Inc	Su	139.73
Memorial Health-Drug	Se, Misc	170.00
Menards North	Gu, Bu	177.22
Mid-American Benefits Inc	Ins	72.62
Midwest Auto Parts	Oi, Su, Re	364.59
Midwest Laboratories Inc	Se	1,694.08
Midwest Turf & Irrigation	Re	510.94
Nebraska Municipal Power	Se Maint Agmt	400.00
Nebraska Rural Water Assoc	Mbrsp, Trn, Mi	150.00
Nebraska Treasurer	Misc	67.10
Nelson Vicki	Misc	70.00
Niemann'S Port-A-Pot LLC	Re, Gu	399.36
Norris Public Power Distr	Ut	838.85
One Call Concepts Inc	Un, Su	151.91
One Source Background	Misc	19.00
O'Reilly Automotive Inc	Re, Oi	163.23
Orscheln Farm & Home	Eq, Gu, Su, Bu, Re, Un	3,272.17
Pac 'N' Save Discount	Un, Gu	2,350.85
Paper Tiger Shredding	Se	30.00
Plunkett'S Pest Control	Bu	61.61
Quality Brands of Lincoln	Su	927.20
Quill Corp	Su	174.74
Reams Sprinkler Supply	Gu	993.32
Rose Equipment Inc	Re	1,079.03
Sargent Drilling Inc	Gu	581.50
Seward County Independent	Fees, Misc	1,348.47
Seward County Treasurer	E911 Comm Cntr	19,217.17
Seward Lumber & Home Cent	Gu, Su, Misc, Ci	1,087.85
Seward Public Schools	Fines, Fees	870.00
Seward Wind LLC	Ut	42,583.91
Short Elliott Hendrickson	Se	1,183.91
Skarshaug Testing Laborat	Su	818.46
Southeast Comm-Lincoln	Trn	6,546.00
Spickelmier & Son Inc	Su	617.50
Sports Express	Su, Un	927.75
St Louis Auto Body	Re	492.61
State Distributing Co	Misc	197.45
Tk Elevator Corp	Se	188.01
Totes To Go	Se	360.00
U S Postal Service	Su	4,500.00

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Vaba	10U Bsb Tourney Fee		250.00
Van Kirk Bros Contracting	Ci		188,987.89
Verizon Wireless	Se		263.38
Village of Roca	12U SB Tourney Fee		200.00
Visa - Pinnacle Bank			743.71
Bluestem Network	Se	115.00	
Casey's	Staff Mtg	40.63	
Liz's Sweet Stuff	Staff Mtg	33.00	
MDC	Su	183.59	
Sam's Club	Su, Donat	177.44	
Walmart	Staff Mtg, Su, Bu	178.02	
Zoom	Se	16.03	
Wesco Distribution Inc	Inv, Su		1,396.62
White William	Ci		5,000.00
Windstream Nebraska Inc	Se		1,878.92
Woods & Aitken LLP	Se		152.50
York Equipment	Re		310.63
	CLAIMS TOTAL		\$623,884.20

Aye: Wilken, Beck, Miller, Schmit, Hendrix, Singleton

Nay: None

Absent: Kamprath, Kolterman. Motion carried.

**Councilmember Kolterman entered the meeting at 7:05 p.m.

PUBLIC HEARINGS

1. REVISION OF THE 2019 ONE & SIX YEAR PLAN

City Administrator Butcher stated the plats for the Rail Campus are out for signature. The old Walker Road access in the State right of way is closed and labeled on the plat. The new Worthman Boulevard is open and labeled on the plat.

Mayor Eickmeier opened the public hearing. With no additional public comment, Mayor Eickmeier closed the public hearing.

Councilmember Singleton moved, seconded by Councilmember Hendrix that the revision of the 2019 One & Six Year Plan be approved.

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

Nay: None

Absent: Kamprath. Motion carried.

ADMINISTRATIVE ITEMS

1. FLAG DISPOSAL AT CITY BURN SITE

City Administrator Butcher introduced Richard Horton, 247 S 10th Street and Ken Meyer, 1636 N 1st to speak on the topic. Mr. Horton and Mr. Meyer handle flag disposal on behalf of the American Legion and the local VFW. Mr. Horton discussed their current process for flag disposal and their request for disposal at the City of Seward burn site. Ultimately, they are looking for a permanent location for flag disposal. The disposal would take place in a site away from the brush pile.

Councilmember Kolterman moved, seconded by Councilmember Singleton that the flag disposal at the City burn site be approved.

May 18, 2021

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

REPORTS

1. CITY ADMINISTRATOR'S REPORT

Councilmember Beck moved, seconded by Councilmember Singleton, that City Administrator Butcher's report of May 18, 2021 be accepted.

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

FUTURE REQUESTS FOR COUNCIL AGENDA ITEMS OR ADMINISTRATIVE ACTION

None

ANNOUNCEMENT OF UPCOMING EVENTS

May 20 - Business After Hours

June 10 - Coffee and Contacts at GBE, CPA

June 29 - Diversity and Inclusion Summit

MOTION TO ADJOURN

Councilmember Singleton moved, seconded by Councilmember Schmit, that the May 18, 2021 City Council Meeting be adjourned. Adjourned approximately 7:16 PM.

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

THE CITY OF SEWARD, NEBRASKA

Joshua Eickmeier, Mayor

Julie Moody
Deputy Clerk

CLAIMS LIST

6-1-21

COUNCIL MEETING

Abbreviations: BE, Benefits; BU, Building Upkeep; CI, Capital Improvements; DO, Donations; EQ, Equipment; EX, Expense; FA, Fixed Asset; GS, Gas; GU, Ground Upkeep; IT, Technology; IV, Inventory; MA, Maintenance; MC, Miscellaneous; MH, Merchandise; MI, Mileage; ML, Meals; MS, Memberships; OI, Oil; OP, Operations; PO, Postage; RE, Repairs; RI, Reimbursement; SA, Salaries, SE, Services; ST, Sales Tax; SU, Supplies; TG, Training; TO, Tools; TR, Transfer; UN, Uniforms; UT, Utilities,

Akrs Equipment	RE		3,678.92
Altec Industries Inc	TO		1,350.79
American Red Cross	MS		189.00
Aqua-Chem Inc	BU		3,399.85
Arps	CI		10,824.41
Barco Municipal Products	SU		1,852.44
Blue Cross Blue Shield Ne	BE		50,641.48
Blue To Gold Law Enforce	TG		159.00
Bluestem Network Llc	SE		100.00
Border States Industries	IV		497.29
Brown Lucas	SE		40.00
Capital Business-Cheyenne	RE		179.50
Capital Business-Dallas	SE		415.78
Carroll Construction Supp	SU		129.00
Chase Card Service			9,074.41
Amazon Marketplace	SU	1603.89	
Constant Contact (EIG)	IT	20.00	
Coro Medical LLC	SU	68.94	
Dragon Palace	ML	157.40	
ELifeGuard	SU	1059.95	
Grainger	RE	57.23	
JRL Electric Supply	SU	350.00	
KK Insurance	BE	442.00	
Lifeguard Store	SU	102.44	
Lou & Mary Anne's Bar	ML	180.30	
Mattice Lock and Safe	BU	420.40	
Microsoft	IT	123.60	
Northern Tool	TO	726.03	
Office Depot	SU	637.54	
Orscheln	SU	74.89	
Poolweb	SU	158.32	
Runza	ML	117.87	
Sam's Club	SU	236.34	
Seward Car Wash	SU	10.00	
Taltech	IT	67.00	
The American Legion	MS	495.00	
The Home Depot	SU	1036.08	
USPS	PO	69.80	
Valentino's	ML	191.73	
Wal-Mart	SU	582.86	
ZoomShift	IT	84.80	
City Seward Buildings/Gr	OP		3,000.00
City Seward Electric Fund	UT		38,438.78
City Seward Library Petty	SU		103.80
City Seward Payroll Accou	SA		148,049.53
City Seward Street Fund	TR		805,000.00
City Seward Wastewater Tr	TR		15,000.00

City Seward Water Sinking	TR	20,000.00
Commonwealth Electric Co	PU	638.88
Ehrlich Roy D	RI	13.00
Entertainment Group	SE	475.00
Era	SU	662.61
Fastenal Company	SU	182.09
Fontenelle Forest	SE	184.16
Foreup Golf Software	SE	455.00
Gehring Construction	CI	65,228.53
Geidel Amanda / Jeremy	SE	40.00
General Fire & Safety Equ	BU	175.50
Gerhold Concrete Co Inc	CI	2,136.81
Great Plains Communicatio	SE	490.00
H & S Plumbing Heating &	BU	166.76
Hamilton Equipment Compan	RE	72.92
Henry Doorly Zoo	SE	375.00
Hireright Llc	SE	184.94
Hobson Automotive & Tire	OI	132.00
Hornung'S Golf Products I	SU	525.77
Husker Auto Group Llc	FA	34,262.00
Husker Electric Supply Co	GU	1,189.49
K & Z Distributing	SU	516.00
Klenke Danielle/Nathan	SE	40.00
Last Mile Network Consult	IT	75.30
Linpepco	SU	298.70
Logan Contractors Supply	RE	267.50
Mailand'S Clothing	UN	59.00
Menards North	BU	286.17
Metering & Technology Sol	IV	1,472.23
Mid-American Benefits Inc	BE	506.31
Midwest Turf & Irrigation	RE	186.44
Morse Laurie	RI	115.47
Municipal Supply Omaha	RE	1,054.86
Ne Environment & Energy	TG	150.00
Nebraska Bounce	SE	320.00
Nebraska D A S Acct Ocio	SE	231.00
Nebraska Equipment Inc	RE	22.14
Nebraska Fire Marshal	BE	36.00
Nebraska Golf Association	MS	198.00
Nebraska Health Environme	SE	184.00
Nebraska Pub Pow-Desmoine	UT	373,009.64
Nebraska Rural Water Asso	TG	325.00
Nebraska Safety Council	TG	415.00
Nebraska Society Certifie	TG	720.00
Norris Public Power Distr	UT	935.36
Northern Safety Co Inc	SU	68.88
Olson Cameron	SE	40.00
Olsson	SE	263.87
O'Reilly Automotive Inc	SU	101.08
Orscheln Farm & Home	SU	608.47
Pavers Inc	CI	5,484.05
Principal Financial Group	BE	2,135.89
Quality Brands Of Lincoln	SU	1,477.75
Republic National	SU	1,029.58
Rose Equipment Inc	SU	1,940.00
Sack Lumber Company	BU	35.25
Sam'S Club (Lib-Rec-Pool)	MH	464.43
Sapp Brothers Petroleum I	GS	9,916.00
Sargent Drilling Inc	SE	22,335.64
Seward Kiwanis Club	GU	96.20

Short Elliott Hendrickson	SE	6,050.11
Siebert Ben/Jessie	MC	2,500.00
Southern Glazer'S Of Ne	SU	1,189.86
Spickelmier & Son Inc	SU	424.80
St P J Supply Inc	GU	40.29
State Distributing Co	SU	319.75
Taylor Carl	SE	40.00
The Sprinkler Guy	RE	211.75
Tiemann Alan	MC	2,500.00
Time Warner Cable	SE	752.06
Total Tool Supply Inc	MA	8,190.00
Trimax Mowing Systems	RE	63.37
U S A Bluebook - Cust 812	BU	3,567.71
U S Cellular	SE	260.44
Verizon Wireless	SE	230.07
Wildlife Encounters	SE	385.00
Wreckonciled Collision Ce	RE	519.60
CLAIMS TOTAL		\$1,674,380.46

SCCDP President & CEO's Report for the Board Meeting on May 17, 2021

SCCDP Summary Development Highlights from Quarter 2 of 2021

- Received Rural Workforce Housing Fund award from the Nebraska Department of Economic Development for \$631,500 to create a revolving housing loan fund of \$1,263,000.
- Worked with 6 interns from Concordia University, Nebraska on various community and economic development projects and 4 students from the Social Media Lab at University of Nebraska Omaha to create a Seward County digital marketing strategy.
- Received NPPD Site Ready Assistance Program grant awards of \$9,000 and \$7,000 to conduct due diligence activities to develop two new shovel ready development sites in Seward County.
- Submitted Utica's Leadership Certified Community Recertification application which included coordinating 10 Business Retention & Expansion (BR&E) visits to learn about local business community needs and conducted a Community Needs Assessment survey; findings were shared at the Utica Village Trustees on Monday, May 3.
- The SCCDP provided education and encouraged the passage of a housing tool called Micro-TIF to the Utica Village Trustees which was unanimously supported during their meeting on Monday, May 3.
- Annual Awards Banquet featured 15 local businesses with a unique Seward County Experience Box for virtual attendees. Also, the award videos have 7,570 impressions to date as of Sunday, May 16.
- Clean Up Day was a success with collections of hazardous waste, scrap metal, and old electronics with a constant flow of traffic from 7:30 to 11:55 a.m. on Saturday, April 24. Over 100 appliances and 6,630 lbs of electronics were collected.
- Submitted proposals for Projects Icarus for Seward Air Park, Project Zero for existing/former Orscheln building and Seward Rail Campus, Project Green Thumb for existing/former Orscheln building, Project Hexagon for Seward Rail Campus, two proposals for Project Squid for Seward Rail Campus, and Project Rook for Seward Rail Campus.
- Hosted virtual site visit for Project Scale for Seward Rail Campus on Friday, February 26.
- 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 production bakery, two restaurants in Seward, tanning salon in Seward, spec commercial buildings in Seward, learning solutions consultant business in Seward, car wash in Seward, fertilizer company in Milford, vending machine company in Utica, purchase Hairtrix building in downtown Seward, high-end salvage yard business in Seward, animal medication delivery business in Seward, 2,000 acre site in Seward County for rail project, 8-plex senior housing project in Seward, new general contractor in Seward County, restaurant in Milford, retailer purchasing building in downtown Milford, and resources for multiple businesses dealing with COVID-19 challenges.
- 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

- Submitted SCCDP Accreditation application to the U.S. Chamber of Commerce.
- Sent quarterly SCCDP site selector newsletter in partnership with Leanne.
- Working to hire Harrison Helmer as a full-time Administrative & Development Assistant for SCCDP.
- Answered questions for local bank CRA survey from FDIC.
- Facilitated Strengths training for entire SCCDP team with certified Strengths coach on Friday, April 9.
- Recorded annual report speech for SCCDP Virtual Annual Awards Banquet.
- Interviewed for a COVID-19 story by Seward County Independent about impact on local businesses.
- Signed two land purchase options for the SCCDP to create more developable ground in Seward County.

- Serve as President for Nebraska Chamber of Commerce Executives (NCCE), President for Seward Kiwanis Club, Co-Chairperson for Connecting Young Nebraskans (CYN), and Chairperson for Nebraska Economic Developers Association (NEDA) Scholarship Committee to represent SCCDP and Seward County.
- Working multiple economic development project business expansion projects across Seward County (see notes above for Seward Rail Campus proposal submissions and other site developments and below from various meetings attended to coordinate project efforts).

Meetings/Events Attended

- CUNE Seward Trail Activities Intern meeting (2/16, 3/2, 3/16, 4/13, 4/21, 4/27)
- Lunch meeting with RE/MAX Agent about housing in Seward (2/16)
- Seward City Council meeting (2/16, 3/2, 3/16, 4/6, 4/20, 5/4)
- Lunch meeting with AffordaproIT about IT business in Seward (2/17)
- Phone call with site selector for production bakery project in Seward (2/17)
- Zoom meeting with Wahoo Area Economic Development Executive Director (2/18)
- Phone call about SCCDP bookkeeping quote and Seward County Bridges board position (2/18)
- Seward County Community Sector Briefing with Four Corners Health Department (2/18, 3/4, 3/18, 4/1, 4/15, 4/29)
- Zoom meeting with development property in Seward (2/18)
- Zoom meeting with CYN Executive Committee (2/19, 4/6, 4/14)
- Zoom meeting with contacts for mealworm production business (2/19)
- Zoom meeting to discuss Strengths coaching for SCCDP staff (2/19)
- Lead Seward Kiwanis Club meeting every Monday as President (Mondays)
- Zoom meeting with CYN Programming Committee (2/22, 3/19, 4/16)
- Lead NCCE Legislative Zoom meetings every Monday as President (Mondays)
- Meeting with IT business in Seward (2/22)
- Microsoft Teams meeting to discuss master planning for new development site in Seward (2/23)
- Walk through empty building in downtown Seward to discuss potential new projects to fill it (2/23)
- Project Scale virtual site visit prep meeting (2/23, 2/24)
- Kiwanis Mid Year Award Celebration (2/23)
- Zoom meeting with Rick Blessen from SCC (2/24)
- Rural Downtown Development webinar from MAEDC (2/24)
- Seward Kiwanis Club Board meeting (2/24, 3/31, 4/28)
- Lead NEDA Scholarship Committee meeting as Chairperson (2/24)
- Phone call to discuss Community Change Catalyst program (2/25)
- Zoom meeting for Civic Engagement project (2/25)
- Meeting with Jean Kolterman about Civic Center (2/25)
- Testified at Nebraska Legislature Revenue Committee for LB 18 on behalf of NCCE (2/26)
- Zoom meeting about Concordia Catalyst Competition (2/26, 4/20)
- Zoom meeting about Lincoln Area Development Partnership website redesign (2/26)
- Virtual site visit for Project Scale (2/26)
- Seward County First Impressions meeting (3/1, 4/5, 4/26)
- Zoom meeting to discuss follow up for Project Scale (3/1, 3/3)
- SCCDP monthly report to Seward County Commissioners (3/2, 4/6, 5/4)

- Utica Business Retention & Expansion Visits with local businesses (3/2, 3/4, 3/17, 4/21, two on 4/23, three on 4/27, and email on 4/28).
- Meeting with Taylor Ackerman from Ackerman Design & Engineering (3/2)
- Phone call to discuss utilizing SCCDP's outdoor movie screen for Milford Fun Days (3/3)
- Zoom meeting with UNO students for Civic Engagement project (3/4, 3/25)
- Conference call to discuss Project Scale incentives (3/4)
- Phone call with Seward resident discussing classic car business (3/4)
- Zoom meeting with Hayley Steinbauer to discuss SCCDP summer internship (3/5) and in person (5/3)
- SCCDP Quality Growth Working Group meeting via Zoom (3/5) and In Person (4/1)
- Phone call with Suzanne Gligorevic (3/5, 3/9)
- Phone call with Jennifer Marr (3/5)
- Facilitated strategic planning with First Impressions Working Group (3/8)
- Presented at Seward Civic Center Commission meeting (3/8)
- City of Seward Planning Commission meeting (3/8, 5/10)
- Meeting with Anita Foor (3/10)
- City of Seward CRA meeting (3/10)
- Meeting with potential new restaurant owner in Seward (3/10)
- Southeast Nebraska Resource Network (SERN) meeting via Zoom (3/11)
- Our Town Seward Zoom meeting with 10/11 News (3/11)
- Meeting with Josh Delcamp (3/13)
- Phone call with Mike Fehlhafer and Dave Donohoe (3/15)
- Seward County Planning Commission meeting (3/15, 4/19, 5/17)
- Seward Action Planning meeting about health & wellness goals (3/16)
- SCCDP Executive Committee Zoom meeting (3/17, 5/12)
- Meeting with Josie Simek from 10/11 News about Our Town Seward (3/17)
- Presentation for SCC Entrepreneurship Center Perk Up Thursday (3/18)
- Seward Rail Campus Committee meeting (3/19)
- Meeting with Regan Else (3/19)
- Meeting with Melvin Krupicka (3/19)
- Phone call with Hunter Streit (3/22)
- Zoom meeting with Greg Butcher (3/23)
- Funeral (3/23, 5/3, 5/17)
- Zoom meeting with Nebraska Chamber about tax modernization (3/24)
- Interview with Southeast Nebraska Development District (SEND) about 2019 flooding (3/24)
- Zoom meeting with NCCE to support Hickman Chamber of Commerce (3/24)
- Lunch meeting with Jason Guernsey (3/24)
- Meeting with Art Knox (3/24)
- Zoom meeting with Greg Butcher and Carsten Mlady (3/24)
- Nebraska Investment Finance Authority (NIFA) Factory Built Housing webinar (3/25)
- Zoom meeting with Jennifer Ralph (3/25)
- Attended NCCE Mini Institute training in Norfolk (3/25-3/26)
- Presentation to Concordia University Exploring Entrepreneurial Opportunities class (3/26) and listening to presentations (5/6)

- Phone call with potential housing developer in Seward (3/26, 4/30)
- Phone call with Curt Eberspacher (3/26)
- Meeting with Matthew Schranz (3/28)
- Presentation to Seward County Commissioners to request letter of support for NPPD Site Ready Assistance Program application (3/30)
- Meeting with potential housing developer in Seward (3/31)
- Lunch meeting with Greg Butcher (4/2)
- Presentation to Utica Village Trustees about Micro-TIF (4/5) and Leadership Certified Community Recertification application and Community Assessment Survey (5/3)
- Meeting with Lucy Bennett (4/6, 5/6)
- Nebraska Small Business Professionals content planning Zoom meeting with NCCE (4/6)
- Present Seward County Volunteer of the Year Award to Katie Wergin (4/6)
- Quarterly staff check in with Zane (4/7), Alexa (4/8), Harrison (4/9), Leanne (4/13), Megan (4/14)
- Meeting with Eric Wallace (4/7)
- Presentation to Greater Wahoo Development Foundation (4/7)
- Meeting with business expansion project entrepreneur in Seward (4/7, 4/13)
- Meeting with Rita Maier and Jim Swanson about Utica Leadership Certified Community Recertification application (4/8)
- Zoom meeting with Jacqueline Case (4/8)
- Meeting with Dan Pickerill (4/9)
- Meeting with Gary Rolf and Marv Taylor (4/9)
- All SCCDP Staff Strengths training with certified Strengths coach (4/9)
- Half Day PTO (4/14)
- Hosting Caleb Fjone from Ashland Area Economic Development Corporation for Job Shadow (4/15)
- Interview with Greg Forbes from Seward County Independent (4/15)
- Meeting with Paul Beck (4/15)
- SCCDP Ambassador Calls (4/15)
- Phone call with FDIC local bank examiner (4/15)
- Meeting with Anthony Montag and Scott Trost (4/16)
- Meeting with potential housing developer in Milford (4/16)
- Meeting with Jean Kolterman and Greg Butcher (4/16)
- Zoom meeting with Sharon Powell (4/20)
- Meeting with Greg Butcher (4/20)
- Presentation about Seward Trail Activities project to Seward City Council (4/20)
- Walk through The Bakery building (4/22)
- Meeting with Kris Beckler-Kocian, Anthony Montag, and Scott Trost (4/23)
- SCCDP Clean Up Day (4/24)
- Concordia University Music Center Groundbreaking Ceremony (4/26)
- Phone call with Ellen Beck (4/26)
- Interview with Katherine (Faith) Trempala from Concordia University (4/26)
- Concordia University Ag Advisory Council virtual meeting (4/28)
- Zoom meeting with Kevin Hensel from Greater Bellevue Area Chamber of Commerce
- Meeting with Matt Starkey (5/4)

- Meeting with Jim Pillen (5/5)
- NPPD Economic Development: Keys to Success webinar (5/5)
- Phone call with Mark Kolterman (5/5)
- Meeting with Black Hills Energy representatives and Greg Butcher (5/6)
- Meeting with Tanner Andersen (5/7)
- Meeting with Ismael Leon, Rami Manhas, and Tim Dworak (5/10)
- SCCDP Personnel & Board Policies Working Group Zoom meeting (5/10)
- Presentation to Seward County Commissioners to support KOA conditional use permit application (5/11)
- Southeast Nebraska Development District Comprehensive Economic Development Strategy Committee meeting (5/11)
- SCCDP Marketing, Membership, and Fundraising Working Group Zoom meeting (5/11)
- CYN Fund Advisory Committee Zoom meeting (5/12)
- SCCDP Finance Working Group Zoom meeting (5/12)
- Quality Growth Working Group Small Group Zoom meeting about affordable housing/infrastructure (5/12)
- Zoom meeting with Lisa Hurley (5/12)
- SCCDP Business & Government Affairs Working Group (5/13)
- Nebraska Chamber of Commerce Board of Directors meeting (5/17)
- SCCDP Board meeting (5/17)

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 & Government Affairs Director, Zane Francescato

- The Development & Government Affairs Director is responsible for working with the Seward County Chamber & Development Partnership (SCCDP) President & CEO, members, and community volunteers to create strategies to strengthen Seward County's workforce and housing development activities and find solutions to relevant community issues. This position also leads SCCDP's legislative efforts including building relationships with elected officials and advocating for policies, regulations, and programs which benefit the Seward County business community. 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.

Development Assistant, Harrison Helmer

- The Development 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 economic development efforts by researching, connecting/scheduling, and documenting relationships with businesses and development projects across Seward County, Nebraska. This position helps the President & CEO work to fulfill the Seward County 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: 12/31/2021

Revenue: \$495,928.28

Profit: \$5,544.32

Measurables: Three working groups have been created

Goals for the year:

1. Quality growth plan developed with strategic partners
2. Ready to launch into next 3-year strategic plan
3. Infrastructure and workforce needs determined to support growth rate
4. Working toward becoming a Certified Welcoming County
5. Health and well-being in Seward County has increased
6. Brain drain goals have been developed and implemented
7. Number of workforce housing options have increased
8. Programs developed to assist succession planning needs

1Q Rocks: Future Date: 6/30/2021

Measurables: Mark eight boxes

Rocks for the quarter/who:

1. Facilitate two quality growth working group subcommittees – JJ (Quality Growth)

2. Share and integrate UNO student marketing suggestions – LM (Welcoming Initiative)
3. Connect HR representatives with welcoming initiatives – LM (Welcoming Initiative)
4. Identify municipality partners for countywide health initiatives – MK (Workforce Recruitment and Support)
5. Execute marketing plan for career experience programs – HH (Workforce Recruitment and Support)
6. Begin implementing RWHF investment plan – ZF (Workforce Recruitment and Support)
7. Get out of office and meet people – MK (Workforce Recruitment and Support)
8. Front office transition and training – AA

Membership Director's Report (Megan Kahler)

Meetings/Events Attended

- Region V Systems Regional Coalition Zoom Meeting – 2/11/2021
- Four-Year Planning Zoom Meeting – 2/11/2021
- SCCDP Level 10 Meeting (every Monday) - 2/15/2021
- SCCDP Board Zoom Meeting – 2/15/2021
- Meeting with Mary Phillips from ESU6 for Headstart – 2/17/2021
- Seward County Community Briefing (every other Thursday) - 2/18/2021
- Seward County Bridges Board Meeting – 2/22/2021
- Seward County Commissioner Meeting to present the Four-Year Community Plan for approval – 2/23/2021
- Seward County Visitors Committee Meeting – 2/23/2021
- 'Radical Candor' Webinar – 2/26/2021
- Butler County Commissioner Zoom Meeting to present the Four-Year Community Plan for approval – 3/2/2021
- Christmas Festival Planning Meeting – 3/2/2021
- Region V Systems Regional Coalition Zoom Meeting – 3/11/2021
- Seward County Commissioner Meeting to present the Community-Based Grant application for approval – 3/16/2021
- Seward Action Planning Team Zoom Meeting – 3/16/2021
- 'Entry Points to Talking About Association Diversity with Jessica Pettit' Webinar – 3/17/2021
- Seward County Bridges Board Meeting – 3/22/2021
- Seward County Visitors Bureau Meeting – 3/23/2021
- Special Meeting for the Seward County Visitors Bureau – 3/26/2021
- Region V Systems Regional Coalition Zoom Meeting – 4/8/2021
- SCCDP Team Strengths Training with Nicole Sedlacek – 4/9/2021
- Ambassador Visit – Heather VanDerslice with Art F/X, Sports Express transitioning to Middle Creek Printing, Brittney Jean Beauty – 4/15/2021
- Meeting with Greg Butcher and Jean Kolterman regarding the Civic Center – 4/16/2021
- Milford Kiwanis Club Meeting to deliver funding request from Seward County Bridges – 4/23/2021
- Seward Kiwanis Club Meeting to deliver funding request from Seward County Bridges – 4/26/2021
- Seward Clean Up Day – 4/24/2021
- Seward County Bridges Board Meeting – 4/26/2021
- Seward Action Planning Team Zoom Meeting – 4/27/2021
- 'Summer Festivals and Event Planning' Webinar – 4/29/2021

- Ambassador Ribbon Cutting Event – William Henry School of the Arts – 4/30/2021
- Mid America Chamber Executives Conference (MACE) – Sioux Falls, SD – 5/5-5/7/2021
- Zoom Meeting with Sandy Morrissey from Region V Systems regarding Seward County Bridges/Seward County Prevention Coalition – 5/11/2021
- Seward County Suicide Prevention Coalition – 5/11/2021
- SCCDP Marketing, Membership, and Fundraising Working Group Meeting – 5/11/2021
- Chat with the Chamber at Neutral Grounds – 5/12/2021

Activities

- Prepared and sent updated Seward and Butler County Community Plan to committee members
- Researched websites for features or content that I liked for Leanne to prepare website updates
- Closed and prepared SCCDP membership survey results
- Prepared and sent the Seward County Visitors Committee meeting packet
- Posted invoices to GrantVantage for the Community-Based Grant (CB Grant)
- Prepared and sent Seward County Bridges Board meeting packet
- Prepared funding forms for Bridges partners
- Prepared nonprofit sector report for the Seward County Community Briefings
- Worked on U.S. Chamber accreditation application
- Prepared and submitted an agenda request for the Seward County Commissioners for approval of the Four-Year Community Plan
- Prepared and submitted an agenda request for the Butler County Commissioners for approval of the Four-Year Community Plan
- Worked on the Community-Based Grant Application
- Coordinated with member businesses for an Ambassador event
- Sent invitation for the April Ambassador event via ChamberMaster
- Prepared the Walk for Hope online registration
- Worked on the Prevention Block Grant Application (PBG)
- Worked with Jessica Svoboda from the Nebraska Crime Commission on reallocating funds for the CB Grant in GrantVantage
- Worked on minutes for the Seward County Visitors Committee meeting to send to Ken Schmieding for name change approval at the next Seward County Commissioner meeting
- Send funding request form to Seward County Bridges partners
- Prepared to be in a video for Seward High School regarding the importance of giving back to the community and community service opportunities available
- Prepared and sent an invoice to Todd Briggs for the land rental
- Prepared and sent an invoice to Lukas Fricke for rent at the Danbred building (sent the first of every month)
- Prepared invitation and agenda for the Christmas Festival Planning Meeting
- Made final edits to the Four-Year Community Plan with Seward and Butler County Commissioner approval documents and sent to the Nebraska Crime Commission
- Prepared a budget change revision document for the CB Grant
- Worked with Matthew Schranz (SCCDP IT) to get new laptops connected to system
- Made final edits to the PBG and sent to Region V Systems

- Prepared and submitted an agenda request for the Seward County Commissioners for approval of the CB Grant application
- Took half day PTO on 3/11 and 3/12
- Worked with Leanne to prepare for Seward Clean Up Day
- Prepared and sent agenda for the Seward Action Planning Team meeting
- Worked with Windstream to get the elevator and fire suppression system at the Civic Center connected to the phone line
- Emailed all membership levels for sponsorship selections
- Met with Bobbi Blath for her business, Level Up Facilitation, a new member
- Met with Thomas Kayton and Lexi Sindelar for Columbia Heights Seward, a new member
- Worked with CB Grant partners for reporting purposes
- Completed PBG reporting
- Worked with Teri Effle to apply for a mini-grant to pay for the Seward High School's guest speaker at a senior event
- Picked up boxes from WestRock for the Annual Awards event experience boxes
- Prepared and submitted a Walmart grant request for the Parade of Flags
- Worked with Beth Punko at Walmart regarding a plan to accept Chamber Bucks after their back-office finance reporting changed
- Coordinated with Alexa Axthelm, owner of William Henry School of the Arts, a new member, for a ribbon cutting Ambassador event
- Worked with Noelle Baker regarding SCIP Team reimbursement for Wellness Wednesday
- Coordinated balloons from Brandy's Balloons from an anonymous donor to thank Dairy Queen for their investment in Seward County
- Met with Jonathan to discuss annual goals
- Sent invitation for added April Ambassador event
- Sent email to all Seward County municipalities to gauge interest in county-wide health and wellness initiatives
- Coordinated with Kate Littrel, videographer for the ag banquet videos, and agribusiness award winner John Heath to schedule a time to make the video
- Took half day PTO 4/19
- Worked with graphic designer at Nebraska Life Magazine to update marketing pieces for the Seward County Visitors Bureau
- Met with Lezlie Patton from Trash Panda Refuse to discuss sponsorship options
- Worked with the SCCDP team to put together the experience boxes for the Annual Awards virtual event
- Worked with Teri Effle from Region V Systems to partner the Seward County diversion and probation offices with 3rd Millennium Classrooms
- Worked with the Milford and Seward Kiwanis Clubs to approve their funding requests from Seward County Bridges
- Delivered experience boxes to participants in Milford
- Networking opportunity for golf with Josh Eickmeier and a couple representatives from Leadership Resources
- Met with Kelli Keib from Milford regarding potential health and wellness initiatives in Milford and grant opportunity

- Visited The Alps Bark Park after their open house weekend
- Prepared gift basket for MACE conference silent auction
- Coordinated with local businesses for Seward County Visitors Bureau grant applications
- Worked with Middle Creek Printing (Sports Express) to order Seward County Visitors Bureau pens
- Prepared the 2021 membership spreadsheet for working group and board meetings
- Put together gift boxes for high school seniors entering the workforce as a part of their honors night
- Worked with members of the Seward County Suicide Prevention Coalition regarding a funding request for a high school event
- Coordinated with Meyer Automotive to get new tires on SCCDP vehicle
- Met with Mallory Gibreal to discuss a marketing plan for Active People Healthy Seward initiatives
- Worked on SCCDP Board report

MACE Training Conference Takeaways

- ReVISION/LAUNCH programs: education/business summit? Not a job fair, businesses in the school first, then students go to business. Interview skills, professionalism, how to dress, benefits to working in our community, etc.
- Partnership with high schools to potentially have student board members with voting rights; out-going board members auctioned off, 1;2 money goes to scholarship opportunity for high schoolers.
- Chamber Buck program: look into gift cards instead of checks (Miconex). It would be a big expense to start the program but would be more cost effective of SCCDP staff time, reporting system would be able to provide the amount spent in Chamber Bucks in businesses, providing tangible member benefit.
- Members: What are you doing to elevate your game? Quality customer service, unique value propaganda, etc.
- Ask new members: What is your motivation for joining SCCDP? Find their golden handcuff and continually work on this, ensuring your personal touch on their membership.
- Onboard process for new members should be 3 years.
- Deactivation/activation of membership for past due members. 'We regret to inform you...If this is an oversight...'
- Ambassador program: Should we have officers? Consistent meetings/gatherings? Do we have board members active in Ambassador program? Provide a 'a cup of knowledge' to all new members.

Marketing & Events Coordinator's Report (Leanne Miller)

Meetings/Events Attended

- 2/11/21 - Attended Membership, Marketing and Fundraising Working Group Meeting
- 2/15/21 - Attended New SCCDP Board Member Orientation
- 2/15/21 - Attended Q1 SCCDP Board Meeting
- 2/16/21 - Meeting with Ashely Kotil
- 2/17/21 - Meeting with Gerald Homp
- 2/18/21, 3/4/21, 3/18/21, 4/15/21 - Four Corners Community Briefing
- 2/18/21 - Meeting with Allison Pinkall
- 2/23/21 - Annual Awards Banquet filming in Utica
- 2/25/21 - Civic Engagement meeting
- 2/25/21 - Annual Awards Banquet filming
- 2/26/21 - C3 (Concordia Catalyst Competition) Meeting
- 2/26/21 - LADP website redesign meeting

- 2/26/21 - Radical Candor Webinar
- 3/1/21 - Christmas Festival meeting
- 3/5/21 - Meeting with Hayley Steinbauer
- 3/9/21 - Annual Awards Banquet filming
- 3/11/21 - 10/11 Our Town Meeting
- 3/15/21 - Meeting with Jonathan to create SCC Presentation
- 3/17/21 - Attended UNL Conversation on Inclusive Leadership
- 3/18/21 - Attended SCC Perk Up Thursday Coffee
- 3/19/21 - Tour of Downtown Seward for photos
- 3/23/21 - Membership meeting with Bobbi Blath
- 3/23/21 - Meeting with Jonathan for Accreditation
- 3/23/21 - Annual Awards Banquet Filming
- 3/25/21 - Meeting with UNO students
- 3/25/21 - Civic Engagement meeting
- 3/30/21 - Filming for Annual Awards Banquet
- 4/6/21 - Meeting with Artillery Media
- 4/6/21 - Milford Chamber Meeting to present award
- 4/7/21 - Meeting with Jonathan and Eric Wallace
- 4/8/21 - Meeting with Jonathan to approval Annual Report
- 4/9/21 - Team strengths coaching
- 4/13/21 - Quarterly meeting with Jonathan
- 4/13/21 - Meeting with Doug Brand
- 4/13/21 - Meeting with Julie Robinson, Channel 8
- 4/14/21 - Meeting with Misty Ahmic and Megan Kahler
- 4/14/21 - Meeting with Clark Kolterman for 10/11 commercial
- 4/15/21 - Attended Ambassador Call
- 4/19/21 - Zoom meeting with Mallory Gibreal
- 4/20/21 - C3 Meeting
- 4/21/21 - NHRI Zoom meeting
- 4/22/21 - Civic Engagement Student Presentation Meeting
- 4/24/21 - Seward Cleanup Day
- 4/26/21 - Virtual Annual Awards Banquet
- 4/28/21 - Filming with 10/11 for Our Town Seward Commercial
- 4/29/21 - Attended Summer Festivals and Even Planning Webinar
- 4/30/21 - Attended WHSOTA Open House
- 5/3/21 - Meeting with Hayley Steinbauer
- 5/4/21 - Call with Bobbi Blath
- 5/5/21-5/7/21 - Attended MACE Conference in Sioux Falls, SD (see below for list of top takeaways)
- 5/10/21 - Meeting with Joe Marshall
- 5/11/21 - Attended Marketing, Membership, & Fundraising working group meeting

Activities

- Continued to send out weekly Blue River Buzz newsletter
- Continually updated and posted on the SCCDP Facebook Page and Instagram
- Integrated Member Perk Monday posts into biweekly marketing plan
- Created Chat with the Chamber marketing
- Create and promoted materials for Nebraska Business First Zoom call

- Created social media graphics for events and information daily
- Created press release for Bottle Rocket Brewing Co.
- Created Q1 Quarterly Summary Report
- Contacted/scheduled interview dates for Annual Awards videos
- Coordinated with Artillery Media for website redesign, including writing copy and collecting photos
- Coordinated Virtual Annual Awards Banquet
- Coordinated with local businesses to put together Seward County Experience Boxes; these boxes highlighted more than 15 businesses
- Helped package and send Accreditation
- Completed and received NCCE Scholarship to offset costs for MACE Conference
- Coordinated Seward Cleanup Day
- Created and sent 2021 Q2 Site Selector Newsletter

Top Takeaways from MACE Conference

- Made connections with Chamber executives from the Midwest
- Interest in pursuing a gift card Chamber Bucks system
- Interest in pursuing Deetz app to promote business sales/specials/events
- Additional sponsorship ideas including:
 - Logos on Chamber Buck business list
 - Potentially changing layout of Blue River Buzz sponsorship
 - Quarterly 'special' Blue River Buzz newsletters
- Several contacts to pass along to teammates regarding workforce and housing programs
- Ways to communicate our value to members
- New spins on things such as newsletters, social platforms, and podcasts
- Importance of building your brand in order to building your organization or business

Development & Government Affairs Director's Report (Zane Francescato)

Meetings/Events Attended:

- Participated in Nebraska Talent Team meeting. – 2/25/21
- Attended Seward City Council Meeting. – 3/2/21
- Phone meeting with Ron Petsch (Milford Chamber) about Utilizing SCCDP Outdoor Movie Equipment. – 3/3/21
- Visited Local Businesses with Ambassadors. – 3/3/21
- Meeting with Chuck Hibberd to discuss NCF People Attraction Committee participation. – 3/11/21
- Participated in 10/11 Our Town Seward introductory Zoom meeting. – 3/10/21
- Took tour of SCC Milford with Harrison and Rick Blessen. – 3/11/21
- Tested Screen and dropped off movie equipment at Seward UMC. – 3/24/21
- Participated in NCC mini-institute in Norfolk. – 3/25/21-3/26/21
- Participated in SBA Shuttered Venue Grant (SVG) Informational Webinar. – 3/30/21
- Participated in Quarterly team meeting. – 4/1/21
- Recorded part for SCCDP annual awards banquet.
- Had quarterly Coffee with Jonathan and walked the Square. – 4/7/21
- Discussion with Seward County business owner about COVID-19 Funding options. – 4/7/21
- Had SBA SVG Meeting with local business owner. – 4/8/21

- Participated in Strengths training with SCCDP team and Nicole Sedlacek. – 4/9/21
- Meeting with Concordia professor to discuss student engagement. – 4/12/21
- Participated in SHS Interview Day. – 4/13/21
- Assisted Jonathan with work on Project Zero. – 4/15/21
- Worked with Caleb Fjone from Ashland Economic Development Corp. on SCCDP activities. – 4/15/21
- Visited Local Businesses with Ambassadors. – 4/15/21
- Meeting with local businesses owners to exchange downtown development ideas and upcoming tax incentive programs. – 4/19/21
- Participated in team meeting to watch finished Annual Awards banquet. – 4/20/21
- Assisted in putting together SCCDP Annual Awards Banquet experience boxes. – 4/21/22
- Participated in Nebraska Talent Team Meeting. – 4/22/21
- Attended Seward Fourth of July Committee Meeting. – 4/22/21
- Delivered Awards Banquet Experience Boxes. – 4/23/21
- Assisted local businesses with Shuttered Venue Grant. – 4/25/21
- Hosted Chat with the Chamber at JDs. – 4/27/21
- Assisted local business with Shuttered Venue Grant. – 4/28/21
- Assisted local business with Shuttered Venue Grant. – 4/29/21
- Ribbon Cutting at WHSOTA and visit to Old Cottonwood. – 4/30/21
- Assisted Jonathan with Purchase Agreement. – 4/4/21
- Assisted local businesses in finishing Shuttered Venue Grant. – 4/4/21
- Attended Milford City Council meeting. – 5/4/21
- Put together boxes for students going into trades. – 5/10/21
- Participated in Personnel & Board Policies working group. – 5/10/21

Housing Development Activities:

- Lunch meeting with Re-Max developer about residential development sites in Seward. – 2/16/21
- Prepared materials for presenting Micro-TIF to Utica Village Board.
- Meeting with Utica Village Board to present Micro-TIF. – 3/1/21
- Toured Seward to take an inventory of empty lots. – 3/11/21
- Participated in City of Seward CRA Meeting to advocate for residential subdivision. – 3/10/21
- Seward County Housing Presentation to Seward Rotary. – 3/17/21
- Participated in U.S. Chamber of Commerce Affordable Housing Webinar. – 3/18/21
- RWHF Update Call with property developer. 3/26/21
- Housing Presentation to Kinship Point. – 3/30/21
- Membership meeting with Thomas Kayton for new apartments. – 3/30/21
- Site visit with RWHF property developer. – 3/31/21
- Delivered Seward County Housing Presentation to Seward Kiwanis. – 4/5/21
- Attended Village of Utica Board meeting with Senator Groene to discuss Micro-TIF. – 4/5/21
- Lunch with Rick Gray (Jones Bank) to discuss Seward Housing information. – 4/6/21
- Discussion with local developer about RWHF and other residential development programs. – 4/15/21
- Meeting with local developer about RWHF project in Milford. – 4/16/21
- Started work on RWHF process (received notice of award on 4/15/21). – 4/19/21
- Attended Utica Commercial Club meeting. – 4/27/21

- Call with RWHF developer about possible project. – 4/30/21
- Attended Village of Utica Board meeting to discuss Micro-TIF (passed unanimously). – 5/3/21
- Discussion with Greg Forbes to discuss Micro-TIF. – 4/6/21
- Meeting with local contractor about projects in Seward County. – 4/7/21
- Opened Bank Account for RWHF Grant. – 4/7/21

Government Affairs Activities:

- Delivered support testimony to the Revenue Committee for Legislative Bill 40. – 2/18/21
- Hosted Zoom call with Congressman Fortenberry and 20 SCCDP members. – 2/18/21
- Worked on Jonathan’s Testimony for LB18. – 2/19/21
- Participated in Zoom call with Rembolt Ludtke on COVID-19 Vaccine in the workplace. – 2/23/21
- Participated in U.S. Chamber of Commerce Small Business Update Zoom meeting. – 2/25/21
- Attended Committee hearing for LB18 and assisted Jonathan in delivering testimony. – 2/26/21
- Participated in U.S. Chamber of Commerce Federation Update call. – 2/26/21
- Participated in NEDA Legislative Committee call. – 3/12/21
- Grassroots Advocacy Meeting with One Click Politics. – 3/30/21
- Participated in Small Business day at the Nebraska capitol. – 4/7/21
- Participated in meeting with Gov. Candidate Jim Pillen. – 4/5/21
- GA lunch with Senator Rita Sanders. – 5/11/21
- Meeting with Fortenberry District office staff. – 5/11/21

Seward County LAUNCH & ReVISION Activities:

- Finalized business spreadsheet to list school/business partnership opportunities. (Harrison Helmer)
- Began crafting survey to send out to Seward County Businesses for information gathering (to send out on March 1). (Harrison Helmer & Zane Francescato)
- Started planning content to include in career videos and designing website page for facilitation of ReVISION materials. (Zane Francescato)
- Led discussion with UNL 4H Extension Office on Seward Public Schools to discuss new partnership opportunity. (Zane Francescato)
- Career Experience Survey with Email sent out on March 1. (Harrison Helmer)
- Continued to make contacts with Businesses about potential partnership and opportunities. Contacts consisted of calls and emails. (Harrison Helmer)
- Met with Junior Achievement leaders and discussed their organization and how it would play a role with ReVISION contacts. (Zane Francescato & Harrison Helmer)
- Participated in Connecting the Dots event with UNL Extension and schools to gauge interest in different career fields. (Zane Francescato)
- Meeting with Dr. Dominy on the progress of the ReVISION program. (Zane Francescato & Harrison Helmer)
- Worked on videography training via production of SCCDP’s annual award banquet. (Leanne Miller)
- Working with Marketing & Events coordinator to bring on summer SCCDP marketing intern who would help with video production. (Harrison Helmer, Leanne Miller, Zane Francescato)
- Generated ideas for Seward County career-focused podcast to implement alongside videos. (Zane Francescato & Leanne Miller)

- Continued gathering employer interest in Utica via meetings with business leaders. Collected interest from three different labor-intensive employers. (Harrison Helmer, Jonathan Jank)
- Starting to schedule videos with 20 businesses who indicated willingness to film. First video to be filmed on week of May 17, 2021. (Harrison Helmer, Leanne Miller, Zane Francescato)
- LAUNCH Design meeting with Leanne and Design Intern. – 2/8/2021
- Started working on contacting businesses for LAUNCH. – 2/10/2021
- Started working on LAUNCH “curriculum” for participants. – 2/19/2021
- Career Experience Survey sent to member businesses – 3/1/21
- Made contacts to businesses about willingness to participate in LAUNCH items – 3/1/21-4/1/21
- Meeting with Junior Achievement for potential partnership – 3/31/21
- Meeting with Dr. Dominy to communicate LAUNCH progress – 3/10/21
- Planning Marketing Items and Video Production – 4/1/21

Administrative Assistant’s Report (Alexa Axthelm)

Meetings/Events Attended

- SCCDP Level 10 Meeting (every Monday)
- Quality Growth Working Group meetings (March 5 and April 1)

Activities

- Update emails/contact information for various members
- Called potential new members and organized meetings
- Worked with team planning various events
- Printed and prepared Chamber Bucks orders
- Making calls to SCCDP businesses to check in
- Annual Awards Banquet
 - Filling boxes
 - Collecting donated items
 - Delivering boxes
 - Printing Chamber Bucks for boxes
- Coding receipts and preparing them for Marla’s office
- Inputting payments into Chamber Master
- Answering office phone calls
- Helping visitors who come to the Civic Center
- Provide support to other team members through various errands and tasks
 - Mailing items at the post office
 - Getting signatures on documents
 - Delivering checks
 - Sending thank you notes
 - Checking the mail
 - Updating the SCCDP calendar
- Making Utica Leadership Certified Community Recertification Application Business Retention & Expansion (BR&E) calls to schedule meetings
- Training Harrison to take over Administrative Assistant position
 - Teaching Harrison everyday tasks

- Preparing Harrison for working group meetings, SCCDP Board meeting, etc.
- Ensuring the team is supported through this transition to Harrison's full-time position

Development Assistant's Report (Harrison Helmer)

Meetings/Events Attended:

- Level 10 Team Meetings (weekly)
- Quarterly Team Meeting – April 1st, 2021
- Meeting with Dr. Dominy from SPS on ReVISION Progress
- SCC Tour with Rick Blessen – March 12th 2021
- Zoom Meeting with Junior Achievement – March 31st, 2021
- Personnel & Board Policies Working Group Meeting – May 10th 2021
- Membership Marketing & Fundraising Working Group Meeting – May 11th 2021
- Finance Working Group Meeting – May 12th 2021
- Executive Committee Working Group Meeting – May 12th 2021

Activities

- Received and organized SCCDP mail
- Answering the phone and provided customer service
- Received training for full-time transition to the front SCCDP office
 - Inputting checks into ChamberMaster
 - Inputting invoices into ChamberMaster
 - Printing Chamber Bucks
 - Ordering Chamber Bucks
 - Ordering office supplies (ink, paper, envelopes)
 - Organizing credit card statements
 - Asking for signatures on various SCCDP documents
- Inputted membership dues, invoices, and mailed out thank you notes
- Collaborated with Development & Government Affairs Director on reVISION and LAUNCH programs
- Assisted and prepared for the Annual Awards Banquet
- Created ReVISION partnership reports for ESU #6
- Compiled/Organized a list of member businesses partners for reVISION and LAUNCH programs
- Aided in the creation of a brochure and logo for LAUNCH program
- Organized/Scheduled Working Group meetings
- Compiled Working Group agendas and meeting packets
- Took minutes/notes for each Working Group meeting
- Created some questions for LAUNCH program survey
- Scheduled marketing plan for Workforce Development projects
- Prepared and emailed out SCCDP Board meeting agenda and 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 • May 2021

- Received Rural Workforce Housing Fund award from the Nebraska Department of Economic Development for \$631,500 to create a revolving housing loan fund of \$1,263,000.
- Worked with 6 interns from Concordia University, Nebraska on various community and economic development projects and 4 students from the Social Media Lab at University of Nebraska Omaha to create a Seward County digital marketing strategy.
- Received NPPD Site Ready Assistance Program grant awards of \$9,000 and \$7,000 to conduct due diligence activities to develop two new shovel ready development sites in Seward County.
- Submitted Utica's Leadership Certified Community Recertification application which included coordinating 10 Business Retention & Expansion (BR&E) visits to learn about local business community needs and conducted a Community Needs Assessment survey; findings were shared at the Utica Village Trustees on Monday, May 3.
- The SCCDP provided education and encouraged the passage of a housing tool called Micro-TIF to the Utica Village Trustees which was unanimously supported during their meeting on Monday, May 3.
- Annual Awards Banquet featured over 15 local businesses with a unique Seward County Experience Box for virtual attendees. Also, the award videos have 7,570 impressions to date as of Sunday, May 16.
- Clean Up Day was a success with collections of hazardous waste, scrap metal, and old electronics with a constant flow of traffic from 7:30 to 11:55 a.m. on Saturday, April 24. Over 100 appliances and 6,630 lbs of electronics were collected.
- Submitted proposals for Projects Icarus for Seward Air Park, Project Zero for existing/former Orscheln building and Seward Rail Campus, Project Green Thumb for existing/former Orscheln building, Project Hexagon for Seward Rail Campus, two proposals for Project Squid for Seward Rail Campus, and Project Rook for Seward Rail Campus.
- Hosted virtual site visit for Project Scale for Seward Rail Campus on Friday, February 26.
- 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 production bakery, two restaurants in Seward, tanning salon in Seward, spec commercial buildings in Seward, learning solutions consultant business in Seward, car wash in Seward, fertilizer company in Milford, vending machine company in Utica, purchase Hairtrix building in downtown Seward, high-end salvage yard business in Seward, animal medication delivery business in Seward, 2,000 acre site in Seward County for rail project, 8-plex senior housing project in Seward, new general contractor in Seward County, restaurant in Milford, retailer purchasing building in downtown Milford, and resources for multiple businesses dealing with COVID-19 challenges.

QUESTIONS OR FOLLOW UP?

CONTACT:

JONATHAN JANK

402-570-8020

**THANK YOU TO OUR QUARTERLY
REPORT SUMMARY SPONSOR!**



JonesBank

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.

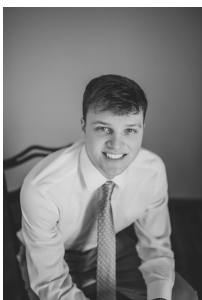


DEVELOPMENT & GOVERNMENT AFFAIRS DIRECTOR, ZANE FRANCESCATO

• The Development & Government Affairs Director is responsible for working with the Seward County Chamber & Development Partnership (SCCDP) President & CEO, members, and community volunteers to create strategies to strengthen Seward County's workforce and housing development activities and find solutions to relevant community issues. This position also leads SCCDP's legislative efforts including building relationships with elected officials and advocating for policies, regulations, and programs which benefit the Seward County business community. 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.



DEVELOPMENT ASSISTANT, HARRISON HELMER

• The Development 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 economic development efforts by researching, connecting/scheduling, and documenting relationships with businesses and development projects across Seward County, Nebraska. This position helps the President & CEO work to fulfill the Seward County 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.



**ORDINANCE NO. 2021-
CITY OF SEWARD, NEBRASKA**

AN ORDINANCE TO DIRECT THE CONVEYANCE OF REAL PROPERTY TO OLD TOWN SQUARE, LLC; TO PROVIDE FOR PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM; TO PROVIDE FOR A TIME WHEN THIS ORDINANCE SHALL TAKE EFFECT.

SECTION 1. The City of Seward, Nebraska ("City") owns certain real property legally described as:

All of the West Forty Five (45) feet of the South Half (S1/2) of Lot Five (5), in Block Seven (7), in the Original Town (Now City) of Seward, Nebraska.

Herein after referred to as "Property".

SECTION 2. The City currently owns and maintains the Property.

SECTION 3. The City desires to convey the Property to Old Town Square, LLC.

SECTION 4. The City hereby approves the conveyance and transfer of the Property to Old Town Square, LLC in accordance with Nebraska law and the Seward Municipal Code.

SECTION 5. The Mayor of the City is hereby authorized to execute a Purchase Agreement and warranty deed and to take all actions necessary to effectuate the transfer of the Property to Old Town Square, LLC.

SECTION 6. Pamphlet Form; Publication, When Operative. This ordinance shall be published in pamphlet form and shall be in full force and effective from after its passage, approval, and publication or posting as required by law and city ordinance.

Passed and approved this _____ day of _____, 2021

CITY OF SEWARD, NEBRASKA

ATTEST:

Joshua Eickmeier, Mayor

Derek Bargmann
City Clerk

(SEAL)

PURCHASE AGREEMENT

THIS PURCHASE AGREEMENT (the "Agreement") is made and entered into on _____, 2021, by and between the City of Seward, Nebraska, a Nebraska municipal corporation (the "Seller"), and Old Town Square, LLC, a Nebraska limited liability company (the "Buyer").

RECITALS

A. Seller is the owner of certain real property (the "Property") legally described as:

All of the West Forty Five (45) feet of the South Half (S1/2) of Lot Five (5), in Block Seven (7), in the Original Town (Now City) of Seward, Nebraska.

B. Seller desires to sell and Buyer desires to acquire the property subject to the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of, and based on, the foregoing Recitals and the mutual promises and agreements set forth below, the parties agree as follows:

1. Transfer of Property.

1.1 Sale and Purchase. At Closing (as hereinafter defined), Seller shall sell to Buyer, and Buyer shall purchase from Seller the Property.

1.2 Purchase Price and Payment. Buyer shall pay to Seller Four Thousand Two Hundred Dollars (\$4,200), of which Five Hundred Dollars (\$500) ("Earnest Money Deposit") shall be made payable to Title Services of Blue Valley, LLC ("Title Company"), upon execution of this Agreement, and the balance, without interest, of Three Thousand Seven Hundred Dollars (\$3,700) shall be payable at Closing, subject to adjustments and prorations as herein provided.

1.3 Closing. The final purchase and sale of the Property (the "Closing") shall take place on or before July 9, 2021 at the Title Company's office located in Seward, Nebraska or at such other time, date and place as the parties may mutually agree.

1.4 Title and Possession. Seller agrees to deliver at Closing a general warranty deed to the Property conveying to Buyer marketable title to the Property, free and clear of all mortgages, deeds of trusts, leases, encumbrances, liens, statutory rights or covenants, except for easements and restrictions of record that are acceptable to Buyer. Seller shall deliver possession of the Property to Buyer at the time of Closing.

1.5 Title Insurance. Prior to Closing, Seller shall furnish Buyer with a commitment for an owner's policy of title insurance with copies of all easements in the amount of Purchase Price, which insures marketable title to the Property, subject only to

easements and restrictions of record that are acceptable or deemed acceptable to Buyer. Absent timely objection, any easement or restriction identified in the commitment shall be deemed acceptable to Buyer. Seller shall have a reasonable period to cure any unacceptable easement or restriction. The premium for the owner's title insurance policy and the closing fee of the Title Company shall be divided equally between Seller and Buyer.

1.6 Taxes, Assessments, and other Costs. Seller shall be responsible for all taxes relating to the Property for the year preceding Closing and all prior years as well as all special assessments levied prior to Closing. Taxes relating to the Property for the calendar year when Closing occurs shall be pro-rated as of the date of Closing. Seller shall pay all documentary stamp taxes and Buyer shall pay the filing fee which becomes payable upon recordation of the warranty deed.

1.7. Remonstrance Contingency. The Closing of this sale is contingent upon the Seller not receiving a remonstrance against this sale within 30 days after passage and publication of an ordinance directing the conveyance of the Property in accordance with the procedures set forth in Neb. Rev. Stat. § 16-202 and Seward Municipal Code 8-102. If the Seller receives such a remonstrance, this Agreement shall be null and void and the Buyer shall be entitled to a full refund of Buyer's Earnest Money Deposit as Buyer's sole recourse against the Seller for its inability to convey the Property to the Buyer.

1.8 Purchase Agreement Preparation and Legal Representation. The cost of preparation of this Purchase Agreement shall be paid for by Seller, which shall be prepared by the law firm of Hoffschneider Law, P.C., LLO. Should Buyer choose to be represented by legal counsel, Buyer shall be responsible for all of their own attorney fees and costs charged to Buyer by Buyer's attorney.

2. Representations and Warranties.

2.1 Representations and Warranties of Seller. Seller represents and warrants to Buyer as follows:

2.1.1 Hazardous Substances. Seller hereby represents that the Property does not contain any known substances deemed hazardous under any applicable Local, State and Federal laws and regulations. Seller acknowledges that it has made such representations and that such representations are a material inducement to Buyer to enter into this Agreement. In the event hazardous substances are discovered on the Property, Buyer may terminate this Agreement by written notice to the Seller, and the Buyer shall receive a refund of all money deposited with the Title Company.

2.1.2 Maintenance of the Property. Until possession is given to Buyer, Seller will keep and maintain the Property in as good condition as it now is, reasonable wear and tear excepted.

2.1.3 No Brokerage Agreement. Seller has not entered into any contract, arrangement or understanding with any person or firm which may result in the obligation of Buyer to pay any finder's fee, brokerage or agent's commission or other like payment in connection with the negotiations leading to this Agreement or the consummation of the transactions contemplated hereby. Seller acknowledges that Kelly R. Hoffschneider of Hoffschneider Law, P.C., LLO is a licensed real estate broker in the State of Nebraska, but has not been retained in that capacity.

2.2 Representations and Warranties of Buyer. Buyer represents and warrants to Seller as follows:

2.2.1 No Brokerage Agreement. Buyer has not entered into any contract, arrangement or understanding with any person or firm which may result in the obligation of Seller to pay any finder's fee, brokerage or agent's commission or other like payment in connection with the negotiations leading to this Agreement or the consummation of the transactions contemplated hereby.

3. Default

3.1 Default of Seller. If Buyer shall perform all of its obligations and terms of this Agreement, and Seller shall default in the performance of any of the terms and conditions of this Agreement, Buyer may elect to terminate this Agreement, and shall be entitled to a return of the Earnest Money Deposit under Paragraph 1.2 of this Agreement, and to pursue any other legal or equitable remedies against Seller, including, without limitation, a suit for specific performance.

3.2 Default of Buyer. If Seller shall perform all its obligations under the terms of the Agreement, and Buyer shall default in the performance of any of the terms and conditions of this Agreement, the Seller may, at their option, elect to terminate the Agreement and receive and retain the Earnest Money Deposit under Paragraph 1.2 of this Agreement, and pursue any other legal or equitable remedies against Buyer, including, without limitation, a suit for specific performance.

4. Miscellaneous.

4.1 Binding Effect; Benefits. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns.

4.2 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument.

4.3 Further Assurances. Each of the parties hereto, without further consideration, agrees to execute and deliver such other documents and take such other action, whether prior to or subsequent to Closing, as may be necessary to more effectively consummate the intent and purpose of this Agreement.

4.4 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Nebraska.

4.5 Notices. All notices, requests, demands, objections and other communications under this Agreement shall be in writing and shall be deemed to have been duly given when delivered personally or 48 hours after being mailed registered or certified mail, return receipt requested, postage prepaid, to the party at the following address or to such other address as any party hereto may from time to time in writing designate to the other parties:

If to Seller: Greg Butcher
P.O. Box 38
537 Main Street
Seward, NE 68434

If to Buyer: Old Town Square, LLC
501 South Jeffers
North Platte, NE 69101

With a Copy to: Kelly R. Hoffschneider
Hoffschneider Law, P.C., LLO
1120 K Street, Suite 200
Lincoln, NE 68508

4.6 Survival and Nonmerger. All terms, conditions, obligations, representations and warranties contained in this Agreement shall survive the execution hereof and the Closing hereunder, including, but not limited to, the execution and delivery of any deed related to the Property to be conveyed hereunder and shall not merge into any deed.

4.7 Time is of the Essence. For purposes of the respective obligations of the parties hereto, the parties agree that time is of the essence in the performance of their respective obligations hereunder.

4.8 Risk of Loss. All risk of loss and damage to the Property or other casualty until Closing is assumed by the Seller.

4.9 Severability. If for any reason whatsoever any one or more of the provisions of this Agreement shall be held or deemed to be inoperative, unenforceable, or invalid, as applied to any particular case or in all cases, such circumstance shall not have the effect of rendering such provision invalid in any case as of rendering any other provision of this Agreement inoperative, unenforceable, or invalid.

4.10 Captions. The captions in this Agreement are inserted only as matters of convenience and for reference and in no way define or limit the scope or intent of the various provisions therein, or conditions thereof.

SELLER:

CITY OF SEWARD

Joshua Eickmeier, Mayor

BUYER:

OLD TOWN SQUARE, LLC

By: _____

**Special Designated License
Local Recommendation (Form 200)**
Applications must be entered on the portal after local approval – no exceptions
Late applications are non-refundable and will be rejected

h & H Recreation Inc.

Retail Liquor License Name or *Non-Profit Organization (*Must include Form #201 as Page 2)

123 S 4th Street, Seward, NE 68434

Retail Liquor License Address or Non-Profit Business Address

CK-118158

Retail License Number or Non-Profit Federal ID #

<u>Consecutive Dates only</u>	7-2-2021	7-3-2021	7-4-2021			
Event Date(s):						
Event Start Time(s):	6am	6am	6am			
Event End Time(s):	2am	2am	2am			

Alternate Date: _____

Alternate Location Building & Address: _____

Event Building Name: car wash

Event Street Address/City: 101 S 4th Street, Seward, NE 68434

Indoor area to be licensed in length & width: _____ X _____

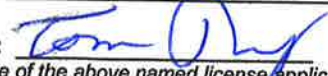
Outdoor area to be licensed in length & width: 75 X 60 (Diagram Form #109 must be attached)

Type of Event: beer garden Estimate # of attendees: 200

Type of alcohol to be served: Beer Wine Distilled Spirits
(If not marked, you will not be able to serve this type of alcohol)

Event Contact Name: Tom Rief **Event Contact Phone Number:** 402-641-5669

Event Contact Email: gobowl_2000@yahoo.com

***Signature Authorized Representative:**  **Printed Name** Tom Rief

I declare that I am the authorized representative of the above named license applicant and that the statements made on this application are true to the best of my knowledge and belief. I also consent to an investigation of my background including all records of every kind including police records. I agree to waive any rights or causes of action against the Nebraska Liquor Control Commission, the Nebraska State Patrol or any other individual releasing said information to the Liquor Control Commission or the Nebraska State Patrol. I further declare that the license applied for will not be used by any other person, group, organization or corporation for profit or not for profit and that the event will be supervised by persons directly responsible to the holder of this Special Designated License.

***Retail licensee – Must be signed by a member listed on permanent license**
***Non-Profit Organization – Must be signed by a Corporate Officer**

Local Governing Body completes below:

The local governing body for the City/Village of _____ **OR** County of _____ approves the issuance of a Special Designated License as requested above. (Only one should be written above)

Local Governing Body Authorized Signature _____
Date



City of Seward
Police Department
Chief Brian W. Peters
148 South 1st Street
Seward, NE 68434
Ph: 402-643-6164 Fax: 402-643-6785

May 27, 2021

Derek Bargmann
City Clerk
City of Seward, Nebraska

RE: Special Designated Liquor License – H & H Recreation, Inc. (123 S 4th St.)

Derek,

I recommend approval of the above referenced Special Designated License from July 2nd through July 4th, 2021.

Feel free to contact me if you have any questions.

Respectfully,

Brian W. Peters
Chief of Police

CITY ADMINISTRATORS REPORT – 6/1/2021

- Unified Command Team Meetings with Four Corners Health (weekly).
- Community Covid Call conducted by Four Corners Health for Seward County.
- Monitoring a number of street projects, Karol Kay is now open, Waverly Road to restart at end of May.
- Covid-19 response to inquiries and issues.
- Worked with DTR Project close outs with SENDD.
- Working on finalizing grants for Petsource/Rail Campus – EOP – finalizing closing of Walker Road with NDOT, plats signed and Quitclaim Deed from State of Nebraska received.
- Reviewing legislative bills moving through the Nebraska Legislature for City interests.
- Met with representatives on the Seward Wellness Project to discuss items.
- Conducted Civic Center Manager interviews with Civic Center Commission, new hire Erin Wiseman will start on June 7th.
- On boarded numerous summer part-time employees.
- New City Clerk Derek Bargmann began on May 20th. Training on a number of items.
- Budget follow up items with Finance Director.
- LB 840 Meeting.
- Met with potential Rail Campus project.
- Met with representatives from Allo and Spectrum to discuss broadband.
- Reviewing a number of guidance materials from Treasury on ARP Act Funds.
- Assisting City Attorney with a number of real estate items.
- Safety Committee Meeting
- Met with local developer to discuss future developments.
- Met with State and JEO on West Bluff Road bridge over Big Blue River, regarding floodplain.
- Met with Water, Electric and Billing teams on AMI meter roll out.

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

Police Department

- Civil Service interviews with Police Captain and Sergeant positions.
- Setup severe weather tabletop exercise with Seward County Emergency Mgmt and Dept. Heads.

City Clerk/Human Resources/City Hall

- City Clerk training and getting acquainted with City items.
- Processing Firework Sales Permits and SDLs.

Water/Wastewater Department

- Assisting with getting the pool ready for season.
- Repairs to boiler at the wastewater treatment plant.
- Working in CIP budget for FY 2022.
- Working with City Admin and BIZCO on missing email issue.
- Installing water main hydrant near Karol Kay project for butterfly garden.

Parks and Rec/Cemetery/Golf/Pool

- Pool opened Saturday May 29th. Pool passes are available.
- Bob Core spoke to the lunchtime Rotary Club.
- Preparing fields for baseball and softball.
- Preparing Cemeteries for Memorial Day weekend.

Electric Department

- Work on budget.

- Working on new AMI system.
- Hanging transformers for voltage conversation.

Street Department

- Mowing right-of-ways.
- Helped Seward Public Schools remove old elementary playground.
- Repairs to 14th Street concrete.

Library

- Summer reading clubs for kids.
- Story walk inserts were placed along the trail.
- Balancing continued staffing issues with illnesses.

Building Inspection/Planning Department

- June PC – 1&6 Street Plan, native grass and weed update, short term parking matrix update.
- Sara finished work on the Environmental Site Assessment for the Water Tower.
- Working with all city trash haulers on hours of operation in the CBD.
- Preparing 29 Jackson and 246 N. 3rd for demo.
- Bakery on the square will begin the process of internal demo soon. Roll off to be placed in parking area.
- Inspections and plan reviews.

Engineering

- Design kick off meeting, due diligence for East Seward Street upgrades from City Limit to Hwy 34.
- FY 2022 One and Six Year update.
- Complete RFQ, Facilities Plan Update and funding application for WWTP Upgrade.
- Pilot proposal for GIS updates.
- Karol Kay closeout.
- East Hillcrest planning and design.

Finance Dept.

- Budget updates.
- Bond and sinking fund transfers.
- Payroll reconciliation.