



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

Tuesday, January 3, 2023

7:00 PM

Municipal Building Council Chambers

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, January 3, 2023, in the Council Chambers, 142 7th Street, Seward, Nebraska in which the 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

CONSENT AGENDA

1. Claims & Payables Reports

CLAIMS LIST
1-3-23

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; PU, Publications; RE, Repairs; RI, Reimbursement; SA, Salaries, SE, Services; SL, Sales; ST, Sales Tax; SU, Supplies; TG, Training; TO, Tools; TR, Transfer; UN, Uniforms; UT, Utilities.

Ade	SU, SE		310.00
Advanced Fire & Safety	SE		204.43
Akrs Equipment Inc	SE		625.56
All Copy Products Inc	MA		18.61
Allegiant Utility Service	FA		2980.35
Anderson Brock	RI		294.98
Arps	FA		3050.00
Bern'S Body Shop	RE		2257.88
Bizco Technologies	IT		230.88
Blue Cross Blue Shield Ne	BE		61402.78
Campbell Cleaning	SE		1405.00
Capital Business-Dallas	MA		715.82
Cattle Bank	IT		300.00
Chase Card Service			6607.71
Amazon	SU	973.78	
AWWA.ORG	MC	623.60	
Bagels & Joe	MC	85.39	
Canadian Science Publishing	MC	40.00	
Constant Contact	SE	20.00	
DHHS	MS	5.00	
Dragon Palace	ML	114.77	
Durham Ellis	SU	256.27	
Emergency Solutions	IT	175.66	
The Fort	UN	968.22	
Home Depot	CI	258.42	
Humanities Nebraska	ML	175.00	
Jimmy John's	MC	23.91	
Liz's Sweet Stuff	MC	59.80	
MANTISX	TG	283.97	
Microsoft	IT	226.00	
Midwest Auto of York	RE	70.32	
Pacific Coast Laboratories	RE	32.06	
PPCT Management Systems	MS	35.44	
Runza	ML	133.48	
SAMS	SU, MS	470.75	
SCHEELS	MA, SU	216.61	
Sparetime	ML	120.25	
USPS	PO	236.95	
Walmart	SU	986.03	
ZOOM	MS	16.03	
Cihal Alan F	RI		31.00
City Seward Library Petty	PO		54.72
City Seward Payroll Accou	SA		170310.09
Commonwealth Electric Co	SE		776.00
Cummins Sales & Service	RE		94.16

Firstar Fiber Inc	SE	285.87
Gerhold Concrete Co Inc	CI	172.93
Gurney	SE, SU	391.01
Hach Company	SU	283.18
Hansen Dan	OP	90.00
Helmink Printing/Grph Inc	SE	90.00
Hobson Automotive & Tire	OI	201.00
Holland Construction	RI	10.00
Hughes Brothers	CI	519.00
Husker Electric Supply Co	SU	1053.96
Jackson Services Inc	BU	46.47
Janicek Gary M	TG, MI	7.00
Jones Bank	MC	231.54
Kocian Tyler	OP	90.00
Last Mile Network Consult	IT	75.30
Lee'S Refrigeration	BU	44.14
Lintt Mark	OP	90.00
Menards North	BU	282.60
Mid-American Benefits Inc	BE	1659.13
Midwest Auto Parts	SU	114.27
Midwest Turf & Irrigation	RE	592.46
Miers Robert M	OP	90.00
Municipal Supply Omaha	RE	51.40
Nebraska D A S Acct Ocio	MA	245.00
Nebraska Equipment Inc	RE	175.74
Nebraska Health Lab	SE	184.00
Nebraska Labor Dept	MC	5849.81
Nebraska Muni Clerks Assoc	MS	150.00
Nebraska Notary Assoc	MS	102.18
Nextlink	SE	100.00
Norris Public Power Dist	UT	1265.22
Northern Safety Co Inc	SU	91.90
Oborny Tanner	OP	90.00
Olsson	SE	9308.77
O'Reilly Automotive Inc	RE	20.99
Orscheln Farm & Home	RE	751.63
Phillips Sarah	SU	150.00
Pollak Douglas W	TR, MS	7.00
Principal Financial Group	BE	2361.65
Quill Corp	SU	480.63
Sack Lumber Company	BU	65.98
Seward County Clerk/Reg D	MC	596.91
Seward Electronics	RE	623.60
Small Engine Specialists	RE	4.54
Spickelmier & Son Inc	SU	5248.75
Sports Express	MC	103.55
Summit Fire Protection	BU	196.00
Time Warner/Spectrum	SE	787.83
Total Fire & Security Inc	MA	420.00
Ty'S Outdoor Power & Serv	RE	65.88
U S Cellular	SE	267.21
U S Postal Service	PO, SU	5600.00
Verizon Wireless	SE	534.40
Watson Wendell B	OP	90.00
Wesco Distribution Inc	SU	4215.80
White Castle Roofing	FA	52092.00

CLAIMS TOTAL

\$350,388.20

2. Draft Minutes of December 20, 2022, City Council Meeting

December 20, 2022

The Seward City Council met at 7:00 p.m. on Tuesday, December 20, 2022, with Mayor Joshua Eickmeier presiding and City Clerk Derek Bargmann recording the proceedings. Upon roll call, the following Councilmembers were present: Jessica Kolterman, John Singleton, Tatum Tonniges, Matt Stryson, Rich Wergin, Jonathon Wilken. Councilmembers Absent: Megan Kahler, Karl Miller. Other officials present: City Administrator Greg Butcher, City Attorney Kelly Hoffschneider, City Engineer Michael Oneby, Building/Zoning & Code Enf. Director Tim Dworak, Street Superintendent Bob Miers, Public Properties Director Bob Core, and Chief of Police Brian Peters.

Notice of the meeting was given in advance thereof, and Mayor Eickmeier announced that a copy of the Open Meetings Act and tonight's agenda is posted in the meeting room and is accessible to members of the public. Mayor Eickmeier led those in attendance in the Pledge of Allegiance.

CONSENT AGENDA CONSIDERATION ITEMS

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

1. City Codes Director Report
2. City Treasurer Report
3. Claims & Payables Report (totaling \$940,559.29)
4. Police Department Report
5. Draft Minutes of December 6, 2022, Council Meetings
6. Mayor Appointments to Various Boards and Committees:
 - a. Appoint Noah Breece to the Seward Volunteer Fire Department

Aye: Kolterman, Singleton, Stryson, Tonniges, Wergin, Wilken.

Nay: None. Absent: Kahler, Miller. Motion carried.

ADMINISTRATIVE ITEMS

1. CONSIDERATION OF THE REVISED CEMETERY BOARD RULES & REGULATIONS

Greg Zabka, representing the Cemetery Board, provided some background as to the rules and regulations presented, specifically item #15. Mr. Zabka mentioned that when the 4th Street paving began, it was stipulated that a gate be installed across the road near the Seward Cemetery to limit access through in the event of a large funeral, City snow removal or on Memorial Day. Specifically, the City Council believed open access to 4th Street would cause drivers to use excess speed and provide safety risk to visitors. The Cemetery Board recently performed a routine review of all rules and regulations presented and unanimously recommends that the 4th Street gate continue to remain closed regularly to prevent through traffic.

John Brandl, Cemetery Sexton, opined that the gate and street should be open to through traffic due to increased safety concerns for redirected traffic through the narrow cemetery pathways and also for more visibility to the veteran's memorial. He has witnessed numerous instances where redirected drivers speed through the pathways and do not abide by posted speed limits, which puts City staff and cemetery visitors at risk. Additionally, he feels that 4th Street could potentially be a safer alternative to redirect local traffic from NE Highway 15.

Dennis Kramer—808 5th Street, Milford—agreed with Mr. Brandl that the redirection of traffic poses great risk to visitors such as himself and has observed safe driving on 4th Street when the gate is open.

Kent Chelewski, Cemetery Sexton, agreed with Mr. Brandl that the cemetery gate should be left open as to decrease risk for himself and other City staff.

Spencer Conrad, Seward County E911 Director, noted that closure of the gate poses a safety issue for responding emergency services; therefore he feels the gate should remain open.

Jeff Volzke, Cemetery Board Chair, noted that due to possible future developments north of Waverly Road the traffic on 4th Street may increase substantially which could affect safety for visitors.

Councilmember Kolterman queried City Engineer Oneby if in his professional opinion the gate on 4th Street should remain open for better flow of traffic and if the street was designed for this use. Mr. Oneby responded affirmatively that the street complies with all street regulations and would likely improve north-south traffic flow.

Councilmember Singleton moved, seconded by Councilmember Kolterman to amend item #15 of the presented Cemetery rules and regulations to read 'the gates of 4th Street shall remain open at all times.'

Aye: Kolterman, Singleton, Stryson, Tonniges, Wergin, Wilken.

Nay: None. Absent: Kahler, Miller. Motion carried.

December 20, 2022

Councilmember Singleton moved, seconded by Councilmember Kolterman to amend the presented Cemetery rules and regulations by striking the second sentence on page 2 as it is rendered obsolete by the previously adopted motion.

Aye: Kolterman, Singleton, Stryson, Tonniges, Wergin, Wilken.
Nay: None. Absent: Kahler, Miller. Motion carried.

Councilmember Singleton moved, seconded by Councilmember Kolterman to adopt the amended Cemetery rules and regulations as presented with the changes stipulated by the previous two adopted motions.

Aye: Kolterman, Singleton, Stryson, Tonniges, Wergin, Wilken.
Nay: None. Absent: Kahler, Miller. Motion carried.

2. DISCUSSION ON FUTURE OPERATIONS OF THE CITY BURN SITE

City Administrator Greg Butcher identified the current and long-term items to consider regarding the current City burn site. He noted due to the smaller size of the site that the brush and compost piles pose risk to combust each other at any time, which can be troublesome in dry conditions. Additionally, he noted the landowner to the west may be interested in developing the land at a future date, which would not be possible with the burn site in close proximity. This may cause the City to contemplate a different future site. Finally, Mr. Butcher noted that the intent of the City burn site was for citizens to utilize but that recently commercial haulers have been allowed access which has exacerbated the issues of combustion with their large volumes deposited. The commercial haulers are currently paying a low fee of \$100-\$200 for annual access, but the City is assuming combustibility risk for their waste.

Councilmember Kolterman inquired if the City could cut off access to certain users. Mr. Butcher responded that access could be determined by Council action and that the City has explored the use of tub grinders regularly to reduce the risk of combustion events achieved with high volumes of materials. Councilmember Wergin opined that the fees of commercial haulers should be revisited.

This was a discussion item, thus no Council action was taken.

3. CONSIDERATION OF ADDING 'WORKING OUT OF CLASSIFICATION' ITEM TO EMPLOYEE PERSONNEL HANDBOOK

Mr. Butcher noted that the current personnel handbook did not provide for extra compensation for employees covering for superiors in the event of absence due to a prolonged medical issue, military leave, retirement, or abrupt termination of employment. As such, he felt employee morale would be improved by the implementation of a methodology to compensate employees that perform work above their grade. The proposed handbook item would make it possible for an employee or multiple employees to earn an additional or divided 5% in compensation.

Councilmember Stryson moved, seconded by Councilmember Singleton to approve the 'working out of classification' item to the Employee Personnel Handbook as presented.

Aye: Kolterman, Singleton, Stryson, Tonniges, Wergin, Wilken.
Nay: None. Absent: Kahler, Miller. Motion carried.

4. AUTHORIZATION FOR MAYOR TO SIGN ALL DOCUMENTS RELATED TO THE CITY OF SEWARD'S CERTIFICATE OF COMPLIANCE AND 2023 MAINTENANCE AGREEMENT WITH THE NEBRASKA DEPARTMENT OF TRANSPORTATION

Councilmember Stryson moved, seconded by Councilmember Wergin to authorize the Mayor to sign all documents related to the City of Seward's certificate of compliance and 2023 maintenance agreement with the Nebraska Department of Transportation.

Aye: Kolterman, Singleton, Stryson, Tonniges, Wergin, Wilken.
Nay: None. Absent: Kahler, Miller. Motion carried.

5. UPDATE ON THE WELLNESS CENTER

A. AUTHORIZATION TO NEGOTIATE A CONTRACT FOR DESIGN SERVICES WITH BVH ARCHITECTURE FOR THE SEWARD WELLNESS CENTER

Mr. Butcher noted that the final interviews for the highest scoring respondents to the final design RFQ were held on December 14th. From that process, BVH Architecture was determined by the review committee as the recommended firm to complete the work. As such, the committee is recommending the City begin negotiations for a contract to perform this work. Additionally, he noted that the City is exploring use of a construction-management build process methodology to save on both costs and time of completion of the project.

December 20, 2022

Councilmember Kolterman moved, seconded by Councilmember Stryson, to authorize the City to negotiate a contract for design services with BVH Architecture for the Seward Wellness Center project.

Aye: Kolterman, Singleton, Stryson, Tonniges, Wergin, Wilken.

Nay: None. Absent: Kahler, Miller. Motion carried.

CITY ADMINISTRATOR'S REPORT

Councilmember Kolterman moved, seconded by Councilmember Singleton, that City Administrator Butcher's report of December 20, 2022, be accepted.

Aye: Kolterman, Singleton, Stryson, Tonniges, Wergin, Wilken.

Nay: None. Absent: Kahler, Miller. Motion carried.

MOTION TO ADJOURN

Councilmember Singleton moved, seconded by Councilmember Kolterman, that the December 20, 2022, City Council Meeting be adjourned.

Aye: Kolterman, Singleton, Stryson, Tonniges, Wergin, Wilken.

Nay: None. Absent: Kahler, Miller. Motion carried.

Adjourned approximately 8:48 p.m.

THE CITY OF SEWARD, NEBRASKA

Joshua Eickmeier, Mayor

Derek Bargmann
City Clerk

3. **MAYOR APPOINTMENTS**

Appoint Mark Kolterman (replaces John Owens) to the Civic Center Commission for a 3-Year Term

ADMINISTRATIVE ITEMS

1. Update on the Wellness Center - City Administrator Butcher
2. Award Community Development Block Grant (CDBG) Downtown Revitalization Program (21DTR011) Forgivable Loans - City Administrator Butcher
 - A. Marroquin/IH Feary LLC 139 S. 6th Street - \$5,428.50 (75% of Project)



City of Seward
537 Main Street
Seward NE 68434
Phone: 402-643-2928

received
4/15/22
10:09am
GB

Downtown Revitalization 2022 Application
Seward Facade Improvement/Commercial Rehabilitation Program
(Attach additional pages to provide additional information.)

*****Completed applications shall be hand delivered to Derek Bargmann, Seward City Clerk, 537 Main Street, Seward, NE 68434, at 10:00am Friday, April 15, 2022. DO NOT MAIL APPLICATIONS OR EMAIL. THEY ARE FIRST COME FIRST SERVE FOR 2022!!!!*****

Applicant Name: Tina Marroquin and Jon Marroquin
Applicant's Phone Number: 402-643-5227
Applicant's Email Address: tina-marroquin@yahoo.com
Business Name: _____
Property Owner: Jon & Christina Marroquin
Property Address: 139 S. 6th Street, Seward, NE 68434
Property Legal Description: Seward Original Town Block 10 N 1/2 Lot 9-12 25, Seward County, Nebraska

Type of façade improvement planned (see Design Guidelines)

Restoration Renovation Replacement Reconstruction

Structural alterations: Replace ~~3~~ second-story windows

Cosmetic alterations (i.e. moldings): _____

Painting (approximate sq. ft. area): _____

Interior Improvements: _____

Specify other work (i.e. awnings): _____

Total cost of project: \$7,238.00

DTR Project Funds Amount requested: \$7,238.00 less 25%

Estimate #6240

April 14, 2022

Customer

Jon Marroquin

+1 (402) 643-5971

139 South 6th Street

Seward, NE 68434

Message

Remove old windows and install new windows on second floor of building. Includes metal wrap. We are providing all materials.

Windows	\$8,610.00
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Subtotal	\$8,610.00
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Total	\$8,610.00
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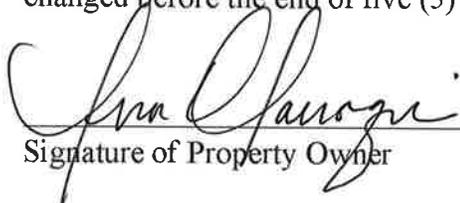
Hans Home Renovations LLC

josh@hans@gmail.com

© 2022 Block, Inc.

Accept

I hereby submit the attached plans, specifications and color samples for the proposed project, and understand that these must be approved by the City of Seward. No work may begin until I have received written notice to proceed from the City of Seward. I further understand that the project must be completed by April 24, 2024. Grant funds will not be paid until the project is commenced. If the City has not received correspondence in that time frame, the funds will be reallocated. I agree to leave the completed project in its approved design and colors for a period of five (5) years from the date of completion. If changed before the end of five (5) years, I agree to pay back the funded amount.



Signature of Property Owner

Christina Marroquin

Printed Name & Title of Property Owner

April 12, 2022

Date

Signature of Business Owner (if applicable)

Printed Name & Title of Business Owner

Date

Release and Hold Harmless Agreement

Release executed on this 12th day of April, 2022,
by (Property Owner) Christina Marroquin and
(Business owner if applicable) _____, of
(Street Address) 139 S. 6th Street, City of Seward, State
of Nebraska, referred to as Releaser(s).

In consideration of being granted monies for restoration, modifications, or other physical changes to the property located at the above address, the Releaser(s), understands that they are solely responsible for providing their own contractors, paying their contractors, to assure that those contractors are fully insured and licensed, and have obtained all necessary permits in accordance with all pertinent regulations. The Releaser(s) waives, releases, discharges, and agrees to indemnify the City of Seward (or entities under the City’s umbrella), for loss or damage, and claims or damages therefore, on account of any work that has been performed in accordance with City or State guidelines.

Releaser(s) agrees that this release, waiver, and indemnity agreement is intended to be as broad and inclusive as permitted by the laws of the State of Nebraska and that if any portion of the agreement is held invalid, it is agreed that the balance shall; notwithstanding, continue in full legal force and effect.

Releaser’s obligation and duties hereunder shall in no manner be limited or restricted by the maintaining of any insurance coverage related to the above referenced event.

This release contains the entire agreement between the parties to this agreement and the terms of this release are contractual and are not a mere recital.

Christina Marroquin
Signature of Property Owner

Signature of Business owner (if applicable)

Christina Marroquin
Printed Name & Title of Property Owner

Printed Name & Title of Business Owner

April 12, 2022
Date

Date

Attestation of U.S. Citizenship

For the purpose of complying with Neb.Rev.Stat. §§4-108 through 4-114, I attest as follows:

I am a citizen of the United States

-OR-

I am a qualified alien under the Federal Immigration and Nationality Act, my immigration status and alien number are as follows:

_____, and I agree to provide a copy of my USCIS documentation upon request.

I hereby attest that my response and the information provided on this form and any related application for public benefits are true, complete and accurate and I understand that this information may be used to verify my lawful presence in the United States.

Printed Name:

Christina Marie Marroquin
First Middle Last

Signature: Juan Olanague

Date: April 12, 2022

B. Cosmic Cow/Roxann O'Hare 636 Seward Street - \$13,575.00 (75% of Project)



City of Seward
537 Main Street
Seward NE 68434
Phone: 402-643-2928

Downtown Revitalization 2022 Application

Seward Facade Improvement/Commercial Rehabilitation Program

(Attach additional pages to provide additional information.)

*****Completed applications shall be hand delivered to Derek Bargmann, Seward City Clerk, 537 Main Street, Seward, NE 68434, at 10:00am Friday, April 15, 2022. DO NOT MAIL APPLICATIONS OR EMAIL. THEY ARE FIRST COME FIRST SERVE FOR 2022!!!!*****

Applicant Name: cosmic cow / Rich + Roxann O'Hare
Applicant's Phone Number: 402 464-4040 / 402 646-1000
Applicant's Email Address: cosmiccow.udderstore@gmail.com
Business Name: The udder store
Property Owner: Cosmic Cow Inc.
Property Address: 1316 Seward Street, Seward, NE 68434
Property Legal Description: seward original town blk 7 W20'
of E60' LTS 7, 10 & 11 & N10' of E40'
LT 7-TLS 16' & 35'

Type of facade improvement planned (see Design Guidelines)

Restoration Renovation Replacement Reconstruction

Structural alterations: _____

Cosmetic alterations (i.e. moldings): _____

Painting (approximate sq. ft. area): _____

Interior Improvements: _____

Specify other work (i.e. awnings): replace existing upstairs windows (3)

Total cost of project: \$18,102.72

DTR Project Funds Amount requested: \$ \$13,575.00

I hereby submit the attached plans, specifications and color samples for the proposed project, and understand that these must be approved by the City of Seward. No work may begin until I have received written notice to proceed from the City of Seward. I further understand that the project must be completed by April 24, 2024. Grant funds will not be paid until the project is commenced. If the City has not received correspondence in that time frame, the funds will be reallocated. I agree to leave the completed project in its approved design and colors for a period of five (5) years from the date of completion. If changed before the end of five (5) years, I agree to pay back the funded amount.

Roxann M. O'Hare

Signature of Property Owner

Roxann M O'Hare

Signature of Business Owner (if applicable)

Roxann M O'Hare

Printed Name & Title of Property Owner

Roxann M O'Hare / president

Printed Name & Title of Business Owner

April 14, 2022

Date

April 14, 2022

Date

Release and Hold Harmless Agreement

Release executed on this 14th day of April, 2022,
by (Property Owner) Cosmic Low / Roxann O'Hare and
(Business owner if applicable) Roxann & Rich O'Hare, of
(Street Address) 636 Seward Street, Seward, NE, City of Seward, State
of Nebraska, referred to as Releaser(s).

In consideration of being granted monies for restoration, modifications, or other physical changes to the property located at the above address, the Releaser(s), understands that they are solely responsible for providing their own contractors, paying their contractors, to assure that those contractors are fully insured and licensed, and have obtained all necessary permits in accordance with all pertinent regulations. The Releaser(s) waives, releases, discharges, and agrees to indemnify the City of Seward (or entities under the City's umbrella), for loss or damage, and claims or damages therefore, on account of any work that has been performed in accordance with City or State guidelines.

Releaser(s) agrees that this release, waiver, and indemnity agreement is intended to be as broad and inclusive as permitted by the laws of the State of Nebraska and that if any portion of the agreement is held invalid, it is agreed that the balance shall; notwithstanding, continue in full legal force and effect.

Releaser's obligation and duties hereunder shall in no manner be limited or restricted by the maintaining of any insurance coverage related to the above referenced event.

This release contains the entire agreement between the parties to this agreement and the terms of this release are contractual and are not a mere recital.

Roxann M. O'Hare
Signature of Property Owner

Roxann M. O'Hare
Signature of Business owner (if applicable)

Roxann O'Hare / Cosmic Low
Printed Name & Title of Property Owner

Roxann O'Hare / president
Printed Name & Title of Business Owner

April 14, 2022
Date

April 14, 2022
Date

Attestation of U.S. Citizenship

For the purpose of complying with Neb.Rev.Stat. §§4-108 through 4-114, I attest as follows:

I am a citizen of the United States

-OR-

I am a qualified alien under the Federal Immigration and Nationality Act, my immigration status and alien number are as follows:

_____, and I agree to provide a copy of my USCIS documentation upon request.

I hereby attest that my response and the information provided on this form and any related application for public benefits are true, complete and accurate and I understand that this information may be used to verify my lawful presence in the United States.

Printed Name:

Roxann Marie O'Hare
First Middle Last

Signature:

Roxann Marie O'Hare

Date:

April 14, 2022

To whom it may concern,

We have enclosed the 2 bids. One from glass edge for \$7300.00 and one from Lincoln Glass in the amount of \$18,102.72.

Yes, there is a big difference between the two. The difference is that the bid from glass edge only covers the arched glass above the windows, but no framing. Evidently they are not able to shape the metal framing for the arched top.

The bid from Lincoln Glass includes the frames for the arched window tops.

I hope this explains the cost and job differences, and any other questions you may have.

Thank you.

Rogan Akue

Date: 3/4/2022
RE: Cosmic Cow Seward

WE PROPOSE TO FURNISH MATERIALS AND LABOR FOR THE FOLLOWING:

Aluminum single hung window

3 single hung windows dark bronze anodized with screens. Breakmetal to match if need around window.

Glass and Glazing

All glass is to be 1" clear insulated glass units, tempered with low-e and 5/8" bronze muntin's between the glass on both the upper and lower lite's on the single hung windows. Also includes arched glass above single hung windows, glass only no framing.

Includes:

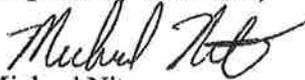
- Sales tax
- Perimeter sealant of our material

Excludes:

- Cleaning and protection of glass or aluminum
- Wood blocking

Base Bid **\$7,300.00**

Respectfully Submitted,



Michael Nitz
Glass Edge of Lincoln

(Page 1 of 1)

2/25/2022



8240 CODY
LINCOLN, NE 68512

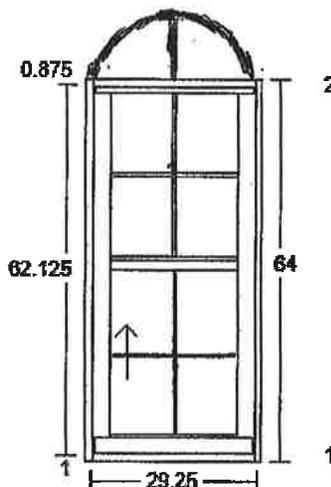
Ordered By:
Entered By: [redacted]
Customer PO:

Glass Edge - Lincoln
8240 Cody Drive
Lincoln NE 68512

Phone: 402 420-7155
Fax: 402 420-7157

Window Quote

Elevation: A1
Qty: 3
Series: 7035 HC65/AW50
Finish: Anodized
Color: Dark Bronze Class 1
Stacked: Vertical
Dim Ref: Rough Opening
Width: 31"
Height: 64"
Screens: 1
Balance: Ultra Lift
Hung Hardware: Hung Snap Locks
Perimeter Surrounds:
Receptor: H(940/841)
J(940/841)
Sill Starter: 16402-26



Muntins: Internal Muntin-Bronze

Glazing ID: 1

- 1" Insulated Glass (T/T)
- 1/4" Soft Coat Low-E Clear SN-68HT LE-T(TP) # 2
- Surface
- 1/2" Tri-Seal Black Air Spacer
- 1/4" Clear (TP)
- DSE + PIB Sealant

Delivery Options:

Quoted as being to Customers Shop



Lincoln Glass, Inc
PO Box 22069 Lincoln, NE 68542
(402) 475-6785

Date: 3/14/2022

To: Cosmic Cow - Udder Store

ATTN: Rich

Project: Commercial Single-Hung Window Installations

Scope of Work:

- Lincoln Glass to install Manko Window Systems 7035-HC65 (AW50) Series aluminum framed, single-hung windows and glass. Radius top transom at top of window with glass and framing. (See elevation drawings for dimensions).
R.O. 34" x 82" (Verification Required)
- Aluminum Finish: Bronze Anodized
- Glass to be: 1" Clear Tempered Insulated Units
- Lincoln Glass to caulk entire perimeter of frames with caulking that matches framing system.

Furnished and Installed: \$18,102.72

Removal of existing frames: Included

Exclusions:

- Final cleaning of glass and aluminum.
- Field testing of any kind.
- Trim Installation/Replacement/Painting or Drywall Repair
- Rough opening Framing**
- **Electrical wiring of any kind.**
- **Furnishing, installation, or caulking of any wood or hollow metal frames.**
- **Scaffolding provided by customer in place of lift**

Thank you,

Zach Bloebaum
Lincoln Glass, Inc.
(402) 475-6785

By accepting this proposal, the undersigned agrees to submit payment equal to half of the total proposed amount. The undersigned further understands that no materials or labor will be provided for the above referenced job until the payment has been received. Payment for the remaining amount of the proposal will be due upon substantial completion of Lincoln Glass' scope of work. Completion status to be determined by Lincoln Glass and final payment will be due within 30 days of completion.

Customer Signature _____

Date _____

VOID AFTER 60 DAYS

QUOTE # M84609 - 3



800 Hayes Drive
Manhattan, KS 66502
Phone: 785-776-9643
Fax: 785-776-9644

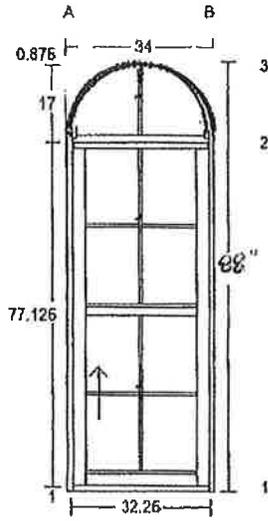
3/11/2022
Ordered By:
Entered By: gmccarthy
Customer PO:

Lincoln Glass - Nebraska
P.O. Box 22069
Lincoln NE 68542-2069

Phone: 402 475-6785
Fax: 402 475-4044

Cosmic Cow

Elevation: A1
Qty: 3
Series: 7035 HC65/AW50
Finish: Anodized
Color: Dark Bronze Class 1
Stacked: Horizontal
Dim Ref: Rough Opening
Width: 34"
Height: 68"
Screens: 1
Balance: Ultra Lift
Hung Hardware: Hung Snap Locks
Perimeter Surrounds:
Receptor: H(940/841)
J(940/841)
Sill Starter: 18402-26



Muntins: Internal Muntin-Bronze

Glazing ID: 1
1" Insulated Glass (T/T)
3/16" Clear (TP)
5/8" Tri-Seal Black Air Spacer
3/16" Clear (TP)
DSE + PIB Sealant

Delivery Options:
Quoted as being to Customers Shop

3. Consideration of Ordinance to adopt the Political Subdivision Construction Alternative Act

ORDINANCE NO. 2023-1

AN ORDINANCE TO AMEND AND ADD TO THE MUNICIPAL CODE OF THE CITY OF SEWARD, CHAPTER 100 PURCHASING AND CONTRACTS, ARTICLE 2; TO PROVIDE FOR CONSTRUCTION ALTERNATIVE METHODS IN ACCORDANCE WITH THE POLITICAL SUBDIVISION CONSTRUCTION ALTERNATIVES ACT IN THE CITY OF SEWARD; TO REPEAL ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; TO PROVIDE FOR AN EFFECTIVE DATE; TO PROVIDE FOR PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SEWARD AS FOLLOWS:

SECTION 1. That Chapter 100 Article 2 of the Municipal Code of the City of Seward is hereby added as follows:

Article II Political Subdivision Construction Alternatives Act

§100-2.1 Purpose

The purpose of the below recommended guidelines and procedures is to authorize the City, through the Political Subdivision Construction Alternatives Act (Sections §13-2901 through §13-2914 of the Nebraska Revised Statutes), to enter into a design-build contract which is subject to qualification-based selection or a construction management at risk contract for public contracts.

§100-2.2 Definitions

For purposes of this policy the following are the definitions outlined in the Political Subdivisions Construction Alternatives Act.

- A. Construction management at risk contract is a contract by which a construction manager:
 - (1) Assumes the legal responsibility to deliver a construction project within a contracted price,
 - (2) Acts as a construction consultant during the design development phase of the project, and
 - (3) Is the builder during the construction phase of the project.
- B. The construction manager is the legal entity which proposes to enter into a construction management at risk contract.
- C. Design-build contract is a contract subject to qualification-based selection of the design-builder to furnish:
 - (1) Architectural, engineering, and related design services for a project, and
 - (2) Labor, materials, supplies, equipment and construction services.
- D. A design builder is the legal entity which proposes to enter into a design-build contract by qualification-based selection.
- E. A letter of interest is a statement indicating interest to enter into a design-build or construction management at risk contract for a project.
- F. A performance-criteria developer is any person licensed or any organization issued a certificate of authorization to practice architecture or engineering who is selected to assist in the development of project performance criteria, requests for proposals, evaluations of proposals, evaluation of construction under a design-build contract to determine adherence to performance criteria, and any additional requested services to represent the City's interest in

relation to a project. The performance criteria developer is ineligible to be included as a provider of any services in a proposal for any project on which he/she/it has acted as performance-criteria developer and is not employed by or does not have a financial or other interest in a design-builder or construction manager who will submit a proposal.

- F. The project performance criteria are the performance requirements of the project suitable to allow the design-builder to make a proposal. Performance requirements include the following:
 - Capacity;
 - Durability;
 - Standards;
 - Ingress and egress requirements;
 - Description of the site;
 - Surveys;
 - Soil and environmental information concerning the site;
 - Interior space requirements;
 - Material quality standards;
 - Design and construction schedules;
 - Site development requirements;
 - Provisions for utilities and storm water retention and disposal;
 - Parking requirements;
 - Applicable governmental code requirements; and
 - Other criteria for the intended use of the project.
- G. A proposal is an offer in response to a request for proposals a) by a design-builder to enter into a design-build contract or b) by a construction manager to enter into a construction management at risk contract.
- H. The qualification-based selection process is the process of selecting a design-builder based first on qualifications of the design-builder and then on the design-builder's proposed approach to the design and construction of the project.
- I. A request of letters of interest is the documentation or publication by which the city solicits letters of interest.
- J. A request for proposals is the documentation by which the city solicits proposals.

§100-2.3 Policies

The City Council shall adopt a resolution selecting the design-build contract or construction management at risk contract delivery system prior to proceeding with any of the steps involved with solicitation or execution of any construction contract by the City. The resolution requires the affirmative vote of at least two-thirds of the City Council. For a project authorized under subsection (3) of Section §13-2914 of the Nebraska Revised Statutes, the resolution shall include a statement that the political subdivision has made a determination that the design-build contract or construction management at risk contract delivery system is in the public interest based, at a minimum, on one of the following criteria: (a) Savings in cost or time or (b) requirement of specialized or complex construction methods suitable for the design-build contract or construction management at risk contract delivery system.

§100-2.4 Procedures

- A. Design-Build Contract

(1) Letters of Interest

The City shall prepare a request for letters of interest for design-build proposals. Requests shall describe the project in sufficient detail to permit the design-builder to submit a letter of interest. The

details should include the items listed under the project performance criteria under the definition section of this policy.

Requests for letters of interest shall be published in a newspaper of general circulation within the City's area at least thirty (30) days prior to the receipt of letters of interest deadline. Requests for letters of interest should also be sent via first class mail to any design-builder upon request.

Letters of interest shall be reviewed by the City in consultation with the performance-criteria developer. The City shall select prospective design-builders in accordance with the procedures and standards adopted by the City pursuant to Section §13-2905 of the Nebraska Revised Statutes.

At least three (3) prospective design-builders shall be selected, except that if only two (2) design-builders have submitted letters of interest, the City shall select at least two (2). Selected design-builders shall then be considered pre-qualified and eligible to receive a request for proposal.

(2) Request for Proposal

The City shall prepare a request for proposal for each design-build contract. Notice of the request for proposal shall be published in a newspaper of general circulation within the City's service area at least thirty (30) days prior to the deadline for receipt and opening of proposals.

The request for proposal shall contain, at a minimum, the following elements:

- (a) That the City Council will execute the design-build contract.
- (b) The policies adopted by the City Council to be used when executing a design-build contract.
- (c) The proposed terms and conditions of the design-build contract, including any terms and conditions which are subject to further negotiation. The general terms and conditions shall be consistent with nationally recognized model general terms and conditions which are standard in the design and construction industry in Nebraska. The terms and conditions may set forth an initial determination of the manner by which the design-builder selects any subcontractor and may require that any work subcontracted be awarded by competitive bidding.
- (d) A project statement which contains information about the scope and nature of the project.
- (e) The project performance criteria.
- (f) The budget parameters for the project.
- (g) Any bonds and insurance required by law or as may be additionally required by the City.
- (h) The criteria for evaluation of proposals and the relative weight of each criterion.
- (i) A requirement that the design-builder provide a written statement of the design-builder's proposed approach to the design and construction of the project, which may include graphic materials illustrating the proposed approach to design and construction but shall not include price proposals.
- (j) A requirement that the design-builder agree to the following conditions:
 - (i) An architect or engineer licensed to practice in Nebraska will participate substantially in those aspects of the offering which involve architectural or engineering services;

- (ii) At the time of the design-build offering, the design builder will furnish to the City Council a written statement identifying the architect or engineer who will perform the architectural or engineering work for the design-build project;
- (iii) The architect or engineer engaged by the design-builder to perform the architectural or engineering work with respect to the design-build project will have direct supervision of such work and may not be removed by the design-builder prior to the completion of the project without the written consent of the City Council;
- (iv) A design-builder offering design-build services with its own employees who are design professionals licensed to practice in Nebraska will comply with the Engineers and Architects Regulation Act by procuring a certificate of authorization to practice architecture or engineering and will submit proof of sufficient professional liability insurance; and
- (v) The rendering of architectural or engineering services by a licensed architect or engineer employed by the design-builder will conform to the Engineers and Architects Regulation Act and rules and regulations adopted under the act.
- (vi) Other information which the City chooses to require.

(3) Proposal Evaluation

The request for proposals shall be sent only to the pre-qualified design-builders selected. Design-builders shall submit proposals as required by the request for proposals.

The City may only proceed to negotiate and enter into a design-build contract if there are at least two proposals from pre-qualified design-builders.

Proposals shall be sealed and shall not be opened until expiration of the time established for making proposals as set forth in the request for proposals. Proposals may be withdrawn at any time prior to acceptance. The City shall have the right to reject any and all proposals except for the purpose of evading the provisions and policies of the Political Subdivisions Construction Alternatives Act. The City may thereafter solicit new proposals using the same or a different project performance criteria.

The City shall refer the proposals for recommendation to the selection committee. The selection committee shall be at least five (5) persons designated by the City. Members of the selection committee shall include:

- (a) Members of the City Council;
- (b) Members of the administration or staff of the City;
- (c) The performance-criteria developer;
- (d) Any person having special expertise relevant to selection of a design-builder under the Political Subdivisions Construction Alternatives Act; and
- (e) A resident of the City's service region other than any individual listed above.

Any selection committee member designated under item "d" or item "e" above, shall not be employed by or have a financial or other interest in a design-builder who has a proposal being evaluated and shall not be employed by the City or the performance-criteria developer.

The City shall rank in order of preference the design-builders pursuant to the criteria in the request for proposals and taking into considerations the recommendation of the selection committee.

The City and the selection committee shall evaluate proposals taking into consideration the criteria listed below with the maximum percentage of total points for evaluation which may be assigned to each criterion as indicated immediately following the criterion.

- (a) The financial resources of the design-builder to complete the project, ten percent (10%)
- (b) The ability of the proposed personnel of the design-builder to perform, thirty percent (30%)
- (c) The character, integrity, reputation, judgment, experience, and efficiency of the design-builder, thirty percent (30%)
- (d) The quality of performance on previous projects, thirty percent (30%)
- (e) The ability of the design-builder to perform within the time specified, thirty percent (30%)
- (f) The previous and existing compliance of the design-builder with laws relating to the contract, ten percent (10%), and
- (g) Other information as may be secured having a bearing on the selection, twenty percent (20%).

The records of the selection committee in evaluating proposals and making recommendations shall be considered public records.

The City may attempt to negotiate a design-build contract with the highest ranked design-builder selected by the City and may enter into a design-build contract after negotiations. The negotiations shall include a final determination of the manner by which the design-builder selects a subcontractor.

If the City is unable to negotiate a satisfactory design-build contract with the highest ranked design-builder, the City may terminate negotiations with that design-builder. The City may then undertake negotiations with the second highest ranked design-builder and may enter into a design-build

contract after negotiations. If the City is unable to negotiate a satisfactory contract with the second highest ranked design-builder, the City may undertake negotiations with the third highest ranked design-builder, if any, and may enter into a design-build contract after negotiations.

If the City is unable to negotiate a satisfactory contract with any of the ranked design-builders, the City may either revise the request for proposals and solicit new proposals or cancel the design-build process.

A design-build contract may be conditioned upon later refinements in scope and price and may permit the City in agreement with the design-builder to make changes in the project without invalidating the contract. Later refinements shall not exceed the scope of the project statement contained in the request for proposals.

The City shall not use a design-build contract for a project, in whole or in part, for road, street, or highway construction.

B. Construction Management at Risk Contract

(1) Letters of Interest

The City wishing to enter into a construction management at risk contract shall prepare a request for letters of interest for construction management at risk proposals. Requests shall describe the project in sufficient detail to permit the construction manager to submit a letter of interest.

Requests for letters of interest shall be published in a newspaper of general circulation within the City's service area at least thirty (30) days

prior to the receipt of letters of interest deadline. Requests for letters of interest should also be sent via first class mail to any contract manager upon request.

The City shall select prospective contract managers in accordance with the procedures and standards adopted by the City. At least three (3) prospective contract managers shall be selected, except that if only two (2) contract managers have submitted letters of interest, the City shall select at least two (2). Selected contract managers shall then be considered pre-qualified and eligible to receive a request for proposal.

(2) Request for Proposal

The City shall prepare a request for proposal for each construction management at risk contract. Notice of the request for proposal shall be published in a newspaper of general circulation within the City's service area at least thirty (30) days prior to the deadline for receipt and opening of proposals.

The request for proposal shall contain, at a minimum, the following elements.

- (a) That the City Council will execute the contract.
- (b) The policies adopted by the City Council to be used when executing a construction management at risk contract.
- (c) The proposed terms and conditions of the contract, including any terms and conditions which are subject to further negotiation. The general terms and conditions shall be consistent with nationally recognized model general terms and conditions which are standard in the design and construction industry in Nebraska. The terms and conditions may set forth an initial determination of the manner by which the construction manager selects any subcontractor and may require that any work subcontracted be awarded by competitive bidding.
- (d) Any bonds and insurance required by law or as may be additionally required by the City.
- (e) General information about the project which will assist the City in its selection of the construction manager, including a project statement which contains information about the scope and nature of the project, the project site, the schedule and the estimated budget.
- (f) The criteria for evaluation of proposals and the relative weight of each criterion.
- (g) A description of any other information which the City chooses to require.

(3) Proposal Evaluation

Proposals shall be sealed and shall not be opened until expiration of the time established for making proposals as set forth in the request for proposals.

The City shall refer the proposals for recommendation to the selection committee. The selection committee shall be at least five (5) persons designated by the City. Members of the selection committee shall include:

- (a) Members of the City Council;
- (b) Members of the administration or staff of the City;
- (c) The City's architect or engineer;
- (d) Any person having special expertise relevant to selection of a construction manager under the Political Subdivisions Construction Alternatives Act; and
- (e) A resident of the City's service region other than any individual listed above.

Any selection committee member designated under item "d" or item "e" above, shall not be employed by or have a financial or other interest in a construction manager who has a proposal being evaluated and shall not be employed by the City or the performance-criteria developer.

The City shall evaluate and rank each proposal on the basis of best meeting the criteria in the request for proposals and taking into considerations the recommendation of the selection committee.

The City and the selection committee shall evaluate proposals taking into consideration the criteria listed below with the maximum percentage of total points for evaluation which may be assigned to each criterion as indicated immediately following the criterion.

- (a) The financial resources of the construction manager to complete the project, ten percent (10%)
- (b) The ability of the proposed personnel of the construction manager to perform, thirty percent (30%)
- (c) The character, integrity, reputation, judgment, experience, and efficiency of the construction manager, thirty percent (30%)
- (d) The quality of performance on previous projects, thirty percent (30%)
- (e) The ability of the construction manager to perform within the time specified, thirty percent (30%)
- (f) The previous and existing compliance of the construction manager with laws relating to the contract, ten percent (10%), and
- (g) Other information as may be secured having a bearing on the selection, twenty percent (20%).

The records of the selection committee in evaluating proposals and making recommendations shall be considered public records.

The City may attempt to negotiate a construction management at risk contract with the highest ranked construction manager and may enter into a construction management at risk contract after negotiations. The negotiations shall include a final determination of the manner by which the construction manager selects a subcontractor.

If the City is unable to negotiate a satisfactory contract with the highest ranked construction manager, the City may terminate negotiations with that construction manager. The City may then undertake negotiations with the second highest ranked construction manager and may enter into a construction management at risk contract after negotiations. If the City is unable to negotiate a satisfactory contract with the second highest ranked construction manager, the City may undertake negotiations with the third highest ranked construction manager, if any, and may enter into a construction management at risk contract after negotiations.

If the City is unable to negotiate a satisfactory contract with any of the ranked construction managers, the City may either revise the request for proposals and solicit new proposals or cancel the construction management at risk process.

A construction management at risk contract may be conditioned upon later refinements in scope and price and may permit the City in agreement with the construction manager to make changes in the project without invalidating the contract. Later refinements shall not exceed the scope of the project statement contained in the request for proposals.

The City shall not use a construction management at risk contract for a project, in whole or in part, for road, street, or highway construction.

Nothing in the Political Subdivisions Construction Alternatives Act shall limit or reduce statutory or regulatory requirements regarding bonding or insurance.

SECTION 2. REPEAL. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3. WHEN OPERATIVE; PUBLICATION IN PAMPHLET FORM. This ordinance shall be published in pamphlet form and shall be in full force from and after its passage, approval and publication or posting as required by law.

Dated this 20th day of December, 2022

CITY OF SEWARD, NEBRASKA

Joshua Eickmeier, Mayor

ATTEST:

Derek Bargmann
City Clerk

CITY ADMINISTRATOR'S REPORT

CITY ADMINISTRATORS REPORT – 1/3/23

- Monitoring a number of street projects bids on East Seward, design on East Hillcrest, and drainage near Park Street & Bradford Street.
- Assisting City Attorney with a number of real estate items and related matters.
- Assisted with Civic Center items and issues.
- Reviewed additional DTR items and worked with applicants on needed documents, met with applicants and SENDD.
- Worked with Water/Wastewater Department on a number of items to assist with the departure of Tim Richtig.
- Continued discussion of contract negotiation with BVH.
- Working on real estate item with Nebraska National Guard Museum to help locate a storage facility.
- Continued to work with potential golf course restaurant tenants.
- Worked with local business looking for temporary space while building is under construction and finalizing items with State Fire Marshall.
- Finalized Handbook Section 4 items with City Clerk and Finance Director.
- Met with City Engineer and SEH for a number of items related to design of new wastewater treatment plant.
- Reviewed website updates with staff.
- Assisted with a number of timecard issues while staff was on leave.
- Met with League, Norfolk Staff, Mayor Eickmeier to discuss changes to the Entertainment District Law in Nebraska.
- Reviewed solid waste agency issued related to receipt of soil from TransCanada spill in Kansas.
- Out of office for dentist appointment and doctor appointments.

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

Police Department

- No meetings scheduled.
- PO-I applicants being scheduled for polygraph, psychological and physical testing.

City Clerk/Human Resources/City Hall

- Analyzing caterer responses for the Annual Employee Appreciation dinner on Jan. 27.
- Collecting applications and payments through Jan. 6 for 2023 Burnsight Permits.
- Current open positions: Water/Wastewater Director (first review 1/3/23).

Water/Wastewater Department

- Water plant maintenance and cleaning.
- Work with office personnel to get cross-connection forms prepped for distribution-to be sent out this week, all commercial and residential properties.
- Follow up on Wastewater boiler inspection/repairs.
- Clean and organize trucks and tools at WWTP.
- Work with Bizco and Midwest Petroleum to get gas pump finalized.

Parks and Rec/Cemetery/Golf/Pool

- Repairing and painting trash cans and picnic tables.
- Service equipment.
- Working on new campground.

Civic Center

- Minimal meetings this week. Closed for holiday Sat., Sun. and Mon. (except for AA). Trains running the evenings of Dec. 28 and 30.

- Ongoing projects and activities: Basement floor being measured for new carpet tiles Dec. 28; sprinkler system being serviced as soon as they can get there and parts coming in for previously scheduled repair.

Electric Department

- Sub inspections.
- Clean up horseshoe grounds.
- Equipment maintenance.
- Prairie View Development.
- Petsource expansion.
- Tenneco expansion.

Street Department

- Finish burnsite upgrades.
- Ice and snow removal as needed.
- Work on signage.
- Tree removal.

Library

- Escape Room continues all week.
- Working on reorganizing Heritage Room after combining with Genealogy Room items; making room for microfilm reader/cabinet.
- Cleaning lower-level staff storage room.
- Working on hail damage repairs.

Building Inspection/Planning Department

- The January agenda for Planning Commission will include the Luebbe-Martin rezone and major subdivision.
- Domino's opened Wednesday, December 28.
- Continuing to update the 2018 codes.
- Inspections and plan reviews.

Engineering

- Detention basin outlet structure, review storm sewer changes for Prairie View Development.
- Finalize construction contract (awaiting bonds) for East Seward Street (County).
- Finalize construction contract (awaiting bonds) for Karol Kaye Box Culvert.
- Consider WIFIA funding, revise scope, equipment pre-selection for WWTP Upgrade.
- Contact potential bidders, division into three contracts, establish new advertisement and bid date for Water Tower.
- Check references and rank firms for Levee Pump Station.

Finance Dept.

- Prep for month-end (financials) and year-end (W-2's & 1099's).
- Annual STP Certification.
- File TIF general & administrative expense invoices.
- Make list of follow up items on TIF spreadsheets.

**FUTURE REQUESTS FOR COUNCIL AGENDA ITEMS OR ADMINISTRATIVE
ACTION
ANNOUNCEMENT OF UPCOMING EVENTS
STRATEGY SESSION**

1. Strategy Session with City Attorney Regarding Real Estate Interests - City Attorney Hoffschneider

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 Municipal Building, Seward County Courthouse, Seward Memorial Library and CityofSewardNE.gov

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

Derek Bargmann, City Clerk

Date