



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

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**Tuesday, March 7, 2023**

**7:00 PM**

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

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**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, March 7, 2023, in the Council Chambers, 142 N 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 the meeting location 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

3-7-23

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.

AKRS Equipment Inc	RE	304.44
All Star Glass	RE	500.00
Altec Industries Inc	RE	16.28
Amazon Business	SU	922.52
Amazon.Com Credit Service	SU	82.32
Awards Unlimited Inc	SU	7.50
Barco Municipal Products	SU	3,953.51
Bizco Technologies	IT	5,993.94
Blue Cross Blue Shield Ne	BE	64,627.80
Campbell Cleaning	SE	1,055.00
Capital Business-Dallas	MA	697.90
Cash-Wa Distributing Co	ML	599.07
Cerny Dan	RI	99.98
Chase Card Service		11,515.94
Adobe	MS	842.09
Amazon	SU	653.99
ASCE	TG	300.00
AWWA	TG	75.00
Beacon Athl	SU	1,287.53
Blackhawk	SU	59.07
Café on the Square	ML	177.28
Cleanitsupply	SU	75.29
Concordia Univ	MC	160.00
Constant Contact	SE	20.00
Dragon Palace	ML	175.93
Emergency Solutions	SE	169.90
ESRI	MS	512.64
Fastmart	SE	12.00
First Samco Fobus	SU	45.23
Fisher Space	SU	34.78
Heartsmart	SU	118.25
Holiday Inn	TG	553.52
The Home Depot	SU	73.27
Husker GM Service	RE	327.07
IAPE	TG	395.00
Microsoft	MS	244.62
Natl Academy Assn	MS	130.00
Paypal	MC	11.99
Perkins	TG	49.95

Rod's Power Sports	RE	146.81	
Runza	ML	268.22	
Safe Life Defense	SE	204.53	
Sam's Club	SU	409.10	
Scheels	TO	754.99	
Scooter's	ML	21.40	
SpareTime Lounge	ML	113.75	
Tactacam	MA	120.00	
Unity School Bus	SU	132.26	
Univ of NE	TG	345.00	
Univ of NE Omaha	TG	393.00	
USPS	PO	29.60	
Valentino's	ML	191.43	
Walmart	SU	884.25	
Wilson Sptg Gds	SU	964.98	
Zoom	MS	32.22	
City Seward Buildings/Gr	OP		3,000.00
City Seward Electric Fund	UT		41,814.59
City Seward Library Petty	PO		107.38
City Seward Payroll Accou	SA		177,869.14
Conner Psych Services	SE		525.00
Constellation Newenergy	UT		6,281.11
Ed Schulz LLC	MA		1,689.03
Ehlers Electronics	SU		16.07
Gerhold Concrete Co Inc	MA		91.38
Hach Company	SU		951.04
Hauder Alex	RI		129.98
Helmink Printing/Grph Inc	SU		554.00
Hobson Automotive & Tire	RE		666.62
Hoffschneider Law PC LLO	SE		4,750.00
Husker Electric Supply Co	SU		4,940.38
Int'L Public Management	SU		255.00
Janicek Gary M	RI		72.00
Jones Bank	MC		342.51
Last Mile Network Consult	IT		90.00
Lincoln Winwater Works	RE		876.78
Maxson Haley	MC		35.00
Menards North	BU		669.12
Metering & Technology Sol	MA		5,505.15
Mid-American Benefits Inc	BE		869.21
Midwest Auto Parts	SU		7.37
Municipal Supply Omaha	RE		403.77
Nebraska D A S Acct Ocio	MA		245.00
Nebraska Health Lab	MA		78.00
Nextlink	SE		100.00
Norris Public Power Distr	UT		1,202.74
Olsson	CI		4,331.29
One Source Background Che	SE		19.00
O'Reilly Automotive Inc	RE		170.64
Orscheln Farm & Home	SU		82.67

Piitz Lonnie	SE	150.00
PIP	SU	2,460.95
Principal Financial Group	BE	2,436.96
Schemmer Architects Engin	CI	1,050.00
Security Equipment Inc	BU	407.40
Seward County EMA	SU	6.00
Sports Express	SU	208.30
Suhr & Lichty Insurance A	MS	775.00
Time Warner/Spectrum	SE	798.81
U S Cellular	SE	218.57
Verizon Wireless	SE	431.69
Wesco Distribution Inc	IV	1,902.75
White Cap	SU	706.62
	CLAIMS TOTAL	\$360,670.22

## 2. Seward County Chamber & Development Partnership Report

**PRESIDENT & CEO**

# QUARTERLY REPORT SUMMARY

**Prepared for SCCDP Members • February 2023**



- Selected for NPPD Site Ready Assistance Program grant for Schulz Site in Seward, which is a 24-acre commercial development property to conduct master planning due diligence activities.
- The Rural Workforce Housing Fund that SCCDP fundraised local matching funds for, wrote grants for, and currently manages disbursed remaining amount of \$1.26 million to the last project by the end of 2022. Four different housing projects in Milford, Seward, and Utica will create 91 new housing units with a total investment of \$15,753,190.
- Submitted proposals for Project Wendy (insect protein manufacturer) for Seward Rail Campus, Seward I-80 Site, and Northwest Milford Site; feed mill for expansion of southeast Nebraska ag production company; Project Move (dairy processor) for Seward Rail Campus, Seward I-80 Exit Site, and Northwest Milford Site; and Project Nita (ag manufacturing) for Seward Rail Campus.
- Attended Mid-America Economic Development Council Competitiveness Conference in Chicago (November 30 – December 2), Community Venture Network in Minnesota (December 2), and Economix Conference in Columbus, Ohio (December 6-8) to interact with nationwide site selectors, expanding companies, and professional colleagues.
- Partnering with ALLO to apply for \$5+ million Nebraska Capital Projects Fund for constructing additional fiber optic in rural Seward County.
- Distributed approximately \$36,900 of the \$78,500 of Coronavirus Response and Relief Supplemental Appropriations (CRRSA) funding investing in serving more kids by partnering with existing child care service providers to expand their capacity.
- New SCCDP Utica Bronco Heights 14-lot residential subdivision preliminary plat unanimously approved by Utica Planning Commission and Utica Village Trustees.
- Presentation with Concordia University business plan class students to Utica community leaders on December 12 about feasibility of building Utica senior care facility (Green House Project concept).
- Since the beginning of the gift card program in June 2022, SCCDP has sold \$53,004 in gift cards (1,509 individual cards). There are 48 participating businesses across Seward County.
- The SCCDP hosted events including 12th Annual Christmas Festival that welcomed thousands of attendees in historic downtown Seward (November 26); Professional Development Luncheon discussing how arts and businesses can work together to make a community an attractive place to recruit and retain workforce (December 1); Ambassadors ribbon cuttings with new and expanding businesses including ALLO (January 18) and WITT 360 Tree Service/Bel-Con Refuse (February 8); and Annual Awards Banquet to celebrate accomplishments of Seward County business community (January 30).
- Connected resources for LB 840, TIF, grants, and/or available building & land to various business owners including companies that want to start or expand two gas/convenience stores in Seward County, construction company in Seward, chiropractor in Seward County, two housing developers in Seward, dance and arts studio in Seward, event space in Seward County, kids entertainment venue in Seward, ag production company in Seward County, grocery store in Milford, two restaurants in Seward, clothing store in Seward, manufacturer in Utica, housing developer in Utica, preschool in Seward, two warehousing companies in Seward County, downtown building developer in Seward, employment services nonprofit organization in Seward, and commercial spec building developer in Seward.

**QUESTIONS OR FOLLOW UP?**

**CONTACT:**

**JONATHAN JANK**

**402-570-8020**

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



**PETSOURCE**

# MEET THE TEAM



## DIRECTOR OF MEMBERSHIP, HARRISON HELMER

The Director of Membership 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

## DIRECTOR OF MARKETING & STORYTELLING, JOANIE BRECKA

The Director of Marketing & Storytelling 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. This position helps the President & CEO work to fulfill the Vision Statement 2035.



## DIRECTOR OF COMMUNITY AFFAIRS, JACOB JENNINGS

The Community 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.

## EXECUTIVE ASSISTANT & EVENTS PLANNER, DONNA HENDRICKSON

The Events Planner & Executive 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, planning/coordinating all SCCDP events, helping members and visitors feel welcome, and providing administrative support as needed. This position helps the President & CEO work to fulfill the Vision Statement 2035.



## PRESIDENT & CEO, JONATHAN JANK

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



## SCCDP President & CEO's Report for the Board Meeting on February 20, 2023

### SCCDP Summary Development Highlights from Quarter 1 of 2023

- Selected for NPPD Site Ready Assistance Program grant for Schulz Site in Seward, which is a 24-acre commercial development property to conduct master planning due diligence activities.
- The Rural Workforce Housing Fund that SCCDP fundraised local matching funds for, wrote grants for, and currently manages disbursed remaining amount of \$1.26 million to the last project by the end of 2022. Four different housing projects in Milford, Seward, and Utica will create 91 new housing units with a total investment of \$15,753,190.
- Submitted proposals for Project Wendy (insect protein manufacturer) for Seward Rail Campus, Seward I-80 Site, and Northwest Milford Site; feed mill for expansion of southeast Nebraska ag production company; Project Move (dairy processor) for Seward Rail Campus, Seward I-80 Exit Site, and Northwest Milford Site; and Project Nita (ag manufacturing) for Seward Rail Campus.
- Hosted site visit on December 9 with ag chemical manufacturing company at multiple sites in Seward County.
- Attended Mid-America Economic Development Council Competitiveness Conference in Chicago (November 30 – December 2), Community Venture Network in Minnesota (December 2), and Economix Conference in Columbus, Ohio (December 6-8) to interact with nationwide site selectors, expanding companies, and professional colleagues.
- Partnering with ALLO to apply for \$5+ million Nebraska Capital Projects Fund for constructing additional fiber optic in rural Seward County.
- Distributed approximately \$36,900 of the \$78,500 of Coronavirus Response and Relief Supplemental Appropriations (CRRSA) funding investing in serving more kids by partnering with existing child care service providers to expand their capacity.
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- Presentation with Concordia University business plan class students to Utica community leaders on December 12 about feasibility of building Utica senior care facility (Green House Project concept).
- Since the beginning of the gift card program in June 2022, SCCDP has sold \$53,004 in gift cards (1,509 individual cards). There are 48 participating businesses across Seward County.
- The SCCDP hosted events including 12<sup>th</sup> Annual Christmas Festival that welcomed thousands of attendees in historic downtown Seward (November 26); Professional Development Luncheon discussing how arts and businesses can work together to make a community an attractive place to recruit and retain workforce (December 1); Ambassadors ribbon cuttings with new and expanding businesses including ALLO (January 18) and WITT 360 Tree Service/Bel-Con Refuse (February 8); and Annual Awards Banquet to celebrate accomplishments of Seward County business community (January 30).
- Connected resources for LB 840, TIF, grants, and/or available building & land to various business owners including companies that want to start or expand two gas/convenience stores in Seward County, construction company in Seward, chiropractor in Seward County, two housing developers in Seward, dance and arts studio in Seward, event space in Seward County, kids entertainment venue in Seward, ag production company in Seward County, grocery store in Milford, two restaurants in Seward, clothing store in Seward, manufacturer in Utica, housing developer in Utica, preschool in Seward, two warehousing companies in Seward County, downtown building developer in Seward, employment services nonprofit organization in Seward, and commercial spec building developer in Seward.
- See below for example of Entrepreneurial Operating System (EOS – Vision/Traction Organizer) and 2023 Implementation Plan goals that our staff is implementing on a weekly basis to ensure SCCDP next multiple-year strategic plan is being executed.

## President & CEO Activities

- Hired new SCCDP Director of Marketing & Storytelling, Joanie Brecka.
- Conducted 4<sup>th</sup> quarter SCCDP membership meetings and launched annual private sector membership campaign in partnership with SCCDP team.
- Coordinated annual external audit and Form 990 preparation.
- Serving as landlord for SCCDP owned 1313 285<sup>th</sup> commercial building in Seward.
- Completed annual performance reviews of SCCDP staff members (Harrison Helmer, Jacob Jennings, and Donna Hendrickson).
- Jonathan Jank's annual performance review with Roger Reamer (SCCDP Board Chairperson).
- Featured and interviewed on multiple articles in Seward County Independent (BNSF Site Certification for Seward Rail Campus, etc.) and Omaha World Herald (rural housing).
- The SCCDP accepted one Internet Service Provider (ALLO) response to the Seward County Broadband RFP. Partnered with Seward County Commissioners to collaborate with ALLO to seek grant funding through Nebraska Capital Projects Fund to fill broadband connectivity gaps in rural Seward County.
- Continuing to coordinate with contractors to clean up and repair building owned by SCCDP at 1313 285<sup>th</sup> after June 14 hail storm and December 24-25 pipe burst.
- Responding to many individual requests for available rental properties in Seward County and trying to connect them with local landlords.
- Presented about Seward County Commissioners about Norris Public Power District broadband feasibility study on November 29; Concordia University business plan class students to Utica community leaders about feasibility of building Utica senior care facility on December 12; Seward County Commissioners about Broadband RFP on December 27 and January 10; SCCDP monthly report to Seward County Commissioners on January 3 and February 7; Seward County Visitors Bureau about hotel development on January 17; Exploring Entrepreneurial Opportunities class at Concordia University on February 1; and Seward County Commissioners about downtown Seward courthouse signage and broadband topics on February 14.
- Serving as Chairperson for Nebraska Economic Developers Association (NEDA) Scholarship Committee to represent SCCDP and Seward County, Past President for Nebraska Chambers Association, and Seward County Bridges Board of Directors.
- Working multiple economic development project business expansion projects across Seward County (see notes above for Seward Rail Campus proposal submissions and other site developments; see below for various meetings attended to coordinate project efforts).

## Meetings/Events Attended

- Participated in regular Nebraska Chambers Association Bi-Weekly Zoom Meetings (Mondays)
- Meeting with Gayle Kruse and John Dilsaver (11/22)
- Meeting with Utica Commercial Club (11/22)
- Meeting with Craig Bontrager (11/22, 2/2)
- Meeting with Gabe Haley (11/23)
- Interviews with two candidates for Director of Marketing & Storytelling (11/23)
- SCCDP Office Closed for Thanksgiving Holiday (11/24 and 11/25)
- SCCDP Annual Christmas Festival (11/26)
- Meeting with Amanda Engell (11/28)

- Presentation to Seward County Commissioners about Norris Public Power District Broadband Feasibility Study (11/29)
- Meeting with Taylor Suhr (11/29)
- SCCDP Luncheon with New Local Elected Officials (11/29)
- Meeting with Cory Pepper and Jeremy Squier (11/29)
- Meeting with Kris Beckler-Kocian (11/29)
- Mid-America Economic Development Council Competitiveness Conference in Chicago (11/30 – 12/2)
- Volunteer for Utica Commercial Club Pancake Feed (12/3)
- Meeting with Tim Austin and Jake Vasa (12/5)
- Meeting with Kelly Medwick (12/5)
- Meeting with Kim Semler (12/5)
- Meeting with Leslie Clark (12/5)
- Economix Conference in Columbus, Ohio (12/6 – 12/8)
- Site Visit with Rod Schroeder (12/9)
- Meeting with Seward County First Impressions (12/12, 1/9, 2/20)
- Meeting with Sophie Bolubasz (12/12)
- Meeting with Rich Toltzman (12/12)
- Meeting with Scott Gierhan (12/12)
- Meeting with Jill/Brad Perdue and Mckena/Nathan Bierbaum (12/12)
- Presentation with Concordia University Business Plan Class Students to Utica Community Leaders about Feasibility of Building Utica Senior Care Facility (12/12)
- Quarterly Goals Meeting with Donna Hendrickson (12/13)
- Meeting with Cole Henderson (12/13)
- Meeting with Jeanne Wiemer (12/13, 1/17)
- Meeting with Nextlink Representatives (12/13)
- Meeting with Greg Butcher (12/13)
- Meeting with Josh Fields (12/13)
- Meeting with Katrina Ramer (12/13, 1/20)
- Meeting with Erin Wiseman (12/14)
- Meeting with Jordyn Peters (12/14)
- Meeting with Kirby Howerter (12/14)
- Meeting with Seward County Broadband Task Force (12/14, 1/12, 1/26, 2/15)
- Meeting with Seward County Child Care Providers through Communities for Kids (12/14)
- Meeting with Raegan Hain (12/15)
- Meeting with Ryne Seaman and Duane Miner (12/15)
- SCCDP Team Volunteering at FoodNet (12/15)
- Full Day PTO (12/16)
- Preparing Santa House (12/17 – 12/18)
- Meeting with Alexa Axthelm-McNally (12/19)
- Meeting with Kiwanis Club of Seward and Sing with Kitones (12/19)
- Quarterly Goals Meeting with Jacob Jennings (12/20)
- Meeting with Lezlie Patton (12/20)
- Meeting with Rick Nelsen (12/20)

- Seward City Council Meeting (12/20, 1/3, 1/17, 2/7)
- Quarterly Goals Meeting with Harrison Helmer (12/21)
- Lincoln Area Development Partnership Annual Meeting (12/21)
- Meeting with Rich Wergin (12/21)
- Meeting with Anthony Aerts (12/22)
- SCCDP Office Closed for Christmas Holiday (12/26)
- Presentation to Seward County Commissioners about Broadband RFP (12/27, 1/10)
- Meeting with Seward County Rural Workforce Housing Fund (RWHF) Advisory Working Group (12/29)
- Meeting with John Southwick and Kelly Stroh-Heath (12/29)
- Meeting with SCCDP Executive Committee (12/29, 1/23)
- Meeting with Focus Properties 511 LLC to Close on RWHF Loan (12/30)
- SCCDP Office Closed for New Year's Day Holiday (1/2)
- Presentation of Monthly Report to Seward County Commissioners (1/3, 2/7)
- SCCDP Team Bonding and Lunch (1/3)
- Funeral (1/4, 1/26, 1/30)
- Meeting with Mike Tjepkes (1/4)
- Meeting with Tim Moll (1/5)
- Meeting with Don Olson (1/5)
- Meeting with Corey Eckley (1/5)
- Meeting with Daryl Hackbart (1/6)
- City of Seward Planning Commission Meeting (1/9, 2/13)
- Site Visit with Carol Ringenberg (1/10)
- Meeting with Anthony Jacobsen and Joe Marshall (1/10)
- Meeting with Jen Wittnebel (1/11)
- Meeting with Seth Ford (1/11, 1/19)
- Meeting with Oliver Borchers-Williams and Michael Dwiggins (1/11)
- Meeting with Greg and Michelle Mueller (1/11)
- Meeting with Andrew Willis (1/12)
- Meeting with Tatum Tonniges (1/12)
- Meeting with David Kumm (1/12)
- Meeting with Megan Kahler (1/12)
- Annual Performance Review with Harrison Helmer (1/13)
- Meeting with Emily Manning (1/13)
- Meeting with Amy Jurgens (1/13)
- SCCDP Office Closed for MLK Day (1/16)
- Presentation to Seward County Visitors Bureau about Hotel Development (1/17)
- SCCDP Ambassadors Ribbon Cutting with ALLO (1/18)
- Meeting with Al Koski (1/19)
- Meeting with Tim Dworak and Bob Miers (1/19, 2/9)
- Meeting with Duane Miner (1/19)
- Meeting with Curt Bliamptis (1/19)
- Meeting with Bernie Acre (1/20)
- Meeting with Kellen Meyer (1/20)

- Meeting with Scott Zaruba (1/20)
- Meeting with Vinny Bittinger and Cory Mueller (1/20)
- Meeting with Bethany Schmit and Steve Palandri (1/20)
- Meeting with Stacey Piskorski (1/20)
- Meeting with Steve Mehmert (1/20)
- Kiwanis Club of Seward Meeting with Britton Goldsmith (1/23)
- Seward County Planning Commission Meeting (1/23)
- Meeting with Andrew Vinton (1/24)
- Meeting with Misty Ahmic (1/24)
- Meeting with Matt Irving (1/24)
- SCCDP Personnel & Board Policies Working Group Meeting (1/24)
- Village of Utica Planning Commission Meeting (1/25)
- Meeting with Michael Saalfeld (1/26, 2/1)
- SCCDP Finance Working Group Meeting (1/26, 2/16)
- Annual Performance Review with Donna Hendrickson (1/27)
- Meeting with DeAnn Smith and Caleb Siegfried (1/27)
- Meeting with Scott Ernstmeyer (1/27)
- Meeting with Roger Reamer (1/30)
- SCCDP Annual Awards Banquet (1/30)
- Meeting with Chelsey Kosmicki (1/31, 2/6)
- Annual Performance Review with Jacob Jennings (1/31)
- Meeting with Stephanie Luebbe (2/1)
- Presentation to Exploring Entrepreneurial Opportunities Class at Concordia University (2/1)
- Participated in Seward County Gives Informational Luncheon (2/1)
- Meeting with Carlee Carter (2/1, 2/10)
- Participated in Nebraska Economic Developers Association Legislative Day at State Capitol in Lincoln and Met with Senator Jana Hughes (2/2)
- Attended Nebraska Chamber Annual Meeting and Business Hall of Fame Banquet (2/2)
- Attended Nebraska Chambers Association Annual Meeting (2/3)
- Meeting with Caleb Fjone (2/3)
- Attended Suhr & Lichy Insurance's "Are you Ready to Weather the Next Storm?" Event (2/3)
- Meeting with Shannon Meyer and Katie Stolze (2/6)
- Utica Village Trustees Meeting (2/6)
- Meeting with Paul Duer (2/7)
- Nebraska Chamber 2023 Legislative Session Preview Webinar (2/7)
- SCCDP Business & Government Affairs Working Group Meeting (2/7)
- Meeting with Amy Hausman, Keaton Burgess, and Hayli Frosheiser (2/8)
- SCCDP Ambassadors Ribbon Cutting with WITT 360 Tree Service and Bel-Con Refuse (2/8)
- Meeting with Andres Villacres (2/8)
- NIFA Invites NCF to Learn about Nebraska's 2022 Strategic Housing Framework Webinar (2/8)
- Meeting with Scott Dubbs (2/9)
- Meeting with Doug Theobald (2/9)
- Meeting with Jon Oswald (2/9)

- SCCDP Marketing, Membership, and Fundraising Working Group Meeting (2/9)
- Meeting with ALLO Representatives (2/9)
- Jonathan Jank's Annual Performance Review with Roger Reamer (2/10)
- Meeting with Windstream Representatives (2/13)
- Meeting with Mike Fehlhafer (2/13)
- Meeting with Concordia Catalyst Competition Committee Members (2/13)
- Presentation to the Seward County Commissioners about Downtown Seward Courthouse Signage and Broadband Topics (2/14)
- Half Day PTO (2/14)
- Meeting with Roger Reamer and Matt Howe (2/17)
- SCCDP Full Board Meeting (2/20)

### Summary of What Each Staff Member Does at the SCCDP

#### Director of Marketing & Storytelling, Joanie Brecka

- The Marketing & Events 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 marketing/communications and all aspects of event planning and execution. This position helps the President & CEO work to fulfill the Vision Statement 2035.

#### Director of Community Affairs, Jacob Jennings

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

#### Director of Membership, Harrison Helmer

- 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.

#### Events Planner & Executive Assistant, Donna Hendrickson

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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

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.

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.

### Traction

1-Year Plan: Future Date: 12/31/2023

Revenue: \$508,314.44

Profit: \$-18,643.27

Measurables: Executing on the 2023 Implementation Plan (see below)

2023 Implementation Plan

Strategic Directions Summary:

#### **1. Leading long-term, progressive community change**

- Housing
- Broadband
- Childcare / Early Childhood Development

#### **2. Supporting a thriving community and economy**

- Future workforce

- Safety and mental health resources
- Wellness Center
- Business incubation
- Commercial/industrial sites

### 3. Communicating a strong, positive brand for Seward County

- Community awareness of SCCDP
- County unity
- Receiving recognition external to Seward County / telling our story

### 4. Sustaining our mission

- Membership growth
- Board development and diversity
- Staff development and longevity

#### 1<sup>st</sup> Quarter

Revenue: \$116,574.17

Profit: -\$10,227.96

Measurables: Move all SMART goals forward

## **Director of Marketing & Storytelling's Report (Joanie Brecka – First Day with SCCDP on January 3, 2023)**

### Meetings/Events Attended

- 1/3/23 - Introduction meeting with Seward County Commissioners
- 1/3/23 - Team bonding activity
- 1/5/23 - Meeting with RetirePath & Dragon Fly Café for awards videos
- 1/6/23 - Meeting with Leanne for training
- 1/9/23 - Seward County First Impressions meeting
- 1/10/23 - Meeting with CASA for awards videos
- 1/10/23 - Meeting with Ag Committee for Ag Awards Banquet
- 1/11/23 - Meeting with Mark Kolterman for awards videos
- 1/13/23 - BRAN Committee Meeting
- 1/17/23 - SCVB January Meeting
- 1/18/23 - Meeting with Nathan Fosters of WCR or awards videos
- 1/18/23 - Coffee and Ribbon Cutting with ALLO Communications
- 1/19/23 - 4th of July Committee Meeting
- 1/23/23 - Phone meeting with KTMX for advertising schedule
- 1/24/23 - BRAN Committee Meeting
- 1/25/23 - Meeting with Jonathan to work on Annual Awards scripts and slideshow
- 1/25/23 - Meeting with Petsource for awards videos
- 1/30/23 - Team banquet set up
- 1/30/23 - SCCDP Annual Awards Banquet
- 2/1/23 - Attend Seward County Gives Information Luncheon
- 2/2/23 - Ag Committee Awards Banquet meeting
- 2/3/23 - Attended Suhr & Lichty Insurance Networking Event
- 2/6/23 - BRAN Committee Meeting

- 2/8/23 - Lunch Meeting with SCI Staff
- 2/8/23 - Ribbon Cuttings with WITT 360 Tree Service and Bel-Con Refuse
- 2/8/23 - Attended Four Corners "Coping with your child's ADHD" mental health presentation
- 2/9/23 - SCCDP Working Group Meeting for marketing, membership and fundraising
- 2/13/23 - Meeting with Breeza Industrial to welcome Chinese Business Delegation
- 2/14/23 - Meeting with Breeza Industrial to welcome English Business Delegation
- 2/14/23 - Membership & Gift Card Program sign-up with Pizza Kitchen in Milford
- 2/15/23 - Webinar Series Welcoming & Belonging
- 2/15/23 - Phone meeting with Melissa Grantski for Big Blue Mile Shootout

## Activities

- Took over creating and sending out weekly Blue River Buzz newsletter
- Continually updating and posting on the SCCDP Facebook Page and Instagram
- Monitored SCCDP website analytics and social media analytics
- Created and sent monthly SCVB agendas and packets
- Managed SCVB grants before meetings
- Made updates to CultivateSewardCounty.com website and working on updates to SewardRegional.org
- Worked with Hayley Steinbauer to interview and film videos for SCCDP Annual Awards Banquet
- Created Slide Show, Report and advertising for SCCDP Annual Awards Banquet
- Working with Donna Hendrickson and BRAN committee to plan and promote BRAN (Bicycle Ride Across Nebraska) event coming to Seward June 9-10th.
- Working with Four Corners, MCHS, Bridges and other organizations to promote mental health and wellness through our media platforms.
- Coordinating with Jonathan to concept and design Seward County Courthouse Square Historic District Signage.
- Working with Kaleigh Mueller to coordinate new welcome to Seward billboard to present to First Impressions committee
- Met with KTMX rep Joe Marshall to discuss and finalize 2023-2024 SCCDP radio advertising plan.
- Working with Ag Banquet Committee to design the Banquet Program.
- Edited Wellness Wednesday Video
- Helped edit slideshow presentation for CUNE Entrepreneurship Class
- Learning to edit video footage to produce Seward County Storytelling videos
- Learning to record and edit Talk Seward County Podcasts
- Making contact with local organizations and Seward County communities to promote events and celebrations (Blue Mile Shootout, Milford Days, Utica Days, Bee Buzz Run)
- Working with Harrison Helmer to promote member businesses and obtaining new members.  
Examples: Meeting with business owners - gift card program signups - photos with gift card - meeting foreign business delegations - talking with business about creating videos and social media content - promotional events like ribbon cuttings, coffee and contacts, business afterhours.

## Community Affairs Director's Report (Jacob Jennings)

### Meetings/Events Attended

- 11/14/22 – Level 10 team meeting (weekly)
- 11/15/22 – Nebraska Chamber 2022 Economic Development Summit
- 11/15/22 – C3 judging for semi-final round of business pitch contest

- 11/16/22 – C3 judges business pitch review
- 11/17/22 – C3 business pitch competition finalists announcement and recording
- 11/18/22 – Communities for Kids southeast Nebraska connections meeting
- 11/18/22 – Hang banner for Christmas Festival
- 11/21/22 – SAM registration meeting with Quentin Farley
- 11/21/22 – SCCDP quarterly board meeting
- 11/21/22 – Seward County pre-planning commission meeting
- 11/26/22 – Christmas Festival
- 11/28/22 – Utica Care Center meeting with Anthony Aerts
- 11/29/22 – Seward County Commissioners meeting
- 11/29/22 – Exclusive Membership Luncheon with newly elected local officials
- 11/30/22 – Interview with Director of Marketing and Storytelling candidate
- 11/30/22 - Interview with Director of Marketing and Storytelling candidate
- 12/1/22 – CRRSA community webinar
- 12/1/22 – Professional Development Luncheon
- 12/1/22 – Four Corners Youth Mental Health Coalition Steering Committee meeting
- 12/1/22 – Drive to Minneapolis for Community Venture Network
- 12/2/22 – Community Venture Network
- 12/3/22 – Prepare Santa House for Santa visit
- 12/4/22 – Prepare Santa House for Santa visit
- 12/5/22 – Meeting with Kelly Medwick to discuss child care marketing plans and language
- 12/9/22 – CRRSA report discussion with C4K team
- 12/9/22 – Site visit with Rod Schroeder
- 12/12/22 – Lunch with Rich Toltzman
- 12/12/22 – CUNE business plan class presentation to Utica community members
- 12/13/22 – Meeting with Nextlink
- 12/13/22 – Meeting with Greg Butcher to discuss LB 840 uses for child care
- 12/14/22 – Communities for Kids meeting and training with Nebraska Extension
- 12/15/22 – Meeting with Raegan Hain
- 12/15/22 – Meeting with Seward County Broadband Task Force
- 12/15/22 – Trip to Nebraska City to view townhomes
- 12/15/22 – Team volunteering at FoodNet
- 12/20/22 – Quarterly goals meeting with Jonathan
- 12/20/22 – CVN discussion with NPPD
- 12/21/22 – Lincoln Area Development Partnership annual meeting
- 12/21/22 – Meeting with Rich Wergin
- 12/22/22 – Meeting with Anthony Aerts
- 12/22/22 – Team quarterly Rocks meeting
- 12/22/22 – Team Christmas party
- 12/23/22 – Popcorn and gift card deliveries
- 12/29/22 – Rural Workforce Housing Fund Advisory Committee meeting
- 12/29/22 – Executive Committee meeting to review RWHF application
- 1/3/23 – Team bonding and lunch

- 1/4/23 – NIFA Focus Group
- 1/5/23 – CRRSA community webinar
- 1/5/23 – Meeting with Don Olson
- 1/5/23 – Youth Mental Health steering committee meeting
- 1/6/23 – Launch quarterly meeting
- 1/10/23 – Seward County Commissioners meeting
- 1/11/23 – Meeting with Seth Ford
- 1/11/23 – Meeting with SENDD to discuss CPF application
- 1/12/23 – Seward County Broadband Task Force meeting
- 1/12/23 – Call with Andrew Willis to discuss Utica TIF application
- 1/12/23 – Meeting with Tatum Tonniges
- 1/12/23 – Meeting with Megan Kahler
- 1/13/23 – Meeting with Emily Manning
- 1/17/23 – SCC Spring Resource Fair
- 1/18/23 – ALLO Ribbon Cutting
- 1/18/23 – BEAD webinar
- 1/19/23 – Shovel sidewalks at 1313 285th
- 1/19/23 – Membership meeting with Breeza
- 1/19/23 – Walkthrough of former Utica school building
- 1/19/23 – Meeting with Curt Bliamptis
- 1/20/23 – Call with Nextlink
- 1/20/23 – Lunch with Bethany Schmit and Steve Palandri
- 1/20/23 – Meeting with Stacey Piskorski
- 1/20/23 – Meeting with Steve Mehmert
- 1/24/23 – Call with ALLO
- 1/24/23 – Capital Projects Fund workshop
- 1/25/23 – Utica Planning Commission meeting
- 1/26/23 – Seward County Broadband Task Force meeting
- 1/26/23 – Call with Windstream
- 1/27/23 – Wellness Wednesday filming at Lied Senior Center
- 1/30/23 – Annual Awards Banquet
- 1/31/23 – Annual review with Jonathan
- 1/31/23 – Utica Commercial Club meeting
- 2/1/23 – Seward County Gives informational luncheon
- 2/1/23 – Meeting with Carlee Carter
- 2/2/23 – NEDA Legislative Day
- 2/2/23 – Nebraska Chamber annual meeting
- 2/2/23 – Nebraska Business Hall of Fame banquet
- 2/3/23 – Nebraska Chambers Association annual meeting
- 2/3/23 – Team lunch
- 2/6/23 – Meeting with Kevin Fields at Seward High School
- 2/6/23 – Youth Mental Health Steering Committee meeting
- 2/6/23 – Village of Utica Trustees meeting

- 2/7/23 – RWHF application work with Jonathan
- 2/7/23 – Business and Government Affairs Working Group meeting
- 2/8/23 – Lunch with new SCI staff
- 2/8/23 – NIFA webinar
- 2/9/23 – Seward County Broadband Task Force meeting with ALLO
- 2/9/23 – Child care reimbursement deliveries
- 2/14/23 – Seward County Commissioners meeting
- 2/15/23 – Seward County Broadband Task Force meeting
- 2/16/23 – Communities for Kids webinar
- 2/17/23 – Meeting with St. John Lutheran Church/Blue Valley Community Action

### Activities

- Submitted monthly grant reconciliations to Nebraska Children and Families Foundation. Processed approximately \$41,000 in the last quarter.
- Applied for scholarships to Heartland Economic Development Course through Black Hills and NEDA. Received both scholarships.
- Applied for Site Selectors Guild Annual Conference Scholarship.
- Filmed weekly Wellness Wednesday videos with Harrison.
- Created and posted Seward County Broadband RFP with the assistance of Gage County, Seward County Commissioners, Broadband Task Force, and SCCDP.
- Wrote RWHF funding request letter.
- Submitted RWHF funding applications to the Seward LB 840 Committee, Milford LB 840 Committee, Utica LB 840 Committee, Milford Community Development Committee, and the Utica Foundation.
- Created RWHF authorizing resolution.
- Updated SCCDP 2023-2024 Legislative Agenda.
- Represented SCCDP at Four Corners Youth Mental Health Coalition Steering Committee meetings.
- Paid construction, civil engineering, and attorney's bills for RWHF work; updated RWHF ledger.
- Partnered with Concordia University business faculty and students to complete and present feasibility study for Utica senior care facility
- Created and signed payoff statement forms for RWHF loans and received repayments for Plex Construction project.
- Coordinating with DED to provide mock interviews and labor data at local high school career fairs.
- Completed Communities for Kids private funding 6-month report.
- Submitted NIFA quarterly report.
- Submitted LAUNCH quarterly report.
- Submitted NIFA annual report.
- Submitted RWHF annual report to DED.
- Organized three internship/shadowing opportunities for Seward High School students at Seward Police Department and Alps Bark Park through Seward County LAUNCH program.
- Edited and signed loan agreements for fourth RWHF project.
- Wrote support letter for child care provider's grant application.
- Prepared site visit binder for company considering expansion to Seward County.
- Submitted Project Wendy response to DED.

## **Director of Membership's Report (Harrison Helmer)**

### Meetings/Events Attended:

- Level 10 Staff Meetings (Weekly)
- LAUNCH Check Ins (Weekly)
- Seward Rotary Club Meetings (Weekly)
- Seward Rotary Club Board Meetings (Monthly)
- Rising Stars Leadership Program (Monthly)
- Last Seward County Bridges Board Meeting
- Last Seward County Commissioners Report
- Membership Meeting with Terracon Consultants- 11/8/22
- Membership Meeting with Liberty First Credit Union- 11/14/22
- Career Experience Video filming with Zabka/Perdue Funeral Home-11/15/22
- Membership Meeting with Petsource by Scoular- 11/17/22
- Membership Meeting with Seward County Independent- 11/17/22
- Four Year Planning Meeting for Juvenile Services- 11/17/22
- SCCDP quarterly full board meeting- 11/15/22
- Membership Meeting with Walmart- 11/28/22
- Membership Meeting with Union Bank & Trust- 11/29/22
- Exclusive Luncheon with newly elected officials and top members- 11/29/22
- Membership Meeting with R.W Beckler & Associates- 11/29/22
- Employee Interviews for Director of Marketing & Storytelling - 11/30/22
- Professional Development Luncheon over Business and the Arts-12/1/22
- Seward County Bridges Training meeting with Laurie Sherman-12/2/22
- Rising Stars Leadership Program project meeting- 12/7/22
- Nebraska National Guard Museum dinner for General Bohac- 12/9/22
- Membership Meeting with ALLO Communications- 12/12/22
- Membership Meeting with Scott Gierhan- 12/12/22
- Membership Meeting with Zabka/Perdue Funeral Home- 12/12/22
- Membership Meeting with Bayer Crop Science- 12/13/22
- Membership Meeting with Seward Public School District- 12/13/22
- Membership Meeting with Cattle Bank & Trust- 12/15/22
- Team Volunteering at FoodNet- 12/15/22
- Milford Chamber Holiday Buffet- 12/15/22
- Seward County Bridges Training Meeting with Laurie Sherman- 12/16/22
- Membership Meeting with Trash Panda Refuse- 12/20/22
- Quarterly Goals Meeting with Jonathan- 12/21/22
- Team Christmas Party- 12/22/22
- Team Quarterly Rocks meeting- 12/22/22
- Team Bonding activity at the Seward Memorial Library- 1/3/23
- Membership Meeting with Great Plains Communications- 1/4/23
- Membership Meeting with Remboldt/Ludtke- 1/5/23

- LAUNCH Quarterly Meeting with school superintendents and ESU 6- 1/6/23
- Membership Meeting with the Nebraska Rural Radio Association- 1/10/23
- Membership Meeting with Witt 360 Tree Service- 1/11/23
- Annual Review with Jonathan- 1/13/23
- SCC Spring Resource Fair- 1/17/23
- ALLO Communications Ribbon Cutting and Open House- 1/18/23
- Membership Meeting with Breeza Industrial & Fehlhafers, Inc.- 1/19/23
- Membership Meeting with Plum Creek Seed Services- 1/20/23
- Annual Awards Banquet- 1/30/23
- CUNE Career Fair- 2/3/23
- Meeting with Kevin Fields from Seward High about career fair- 2/6/23
- Lunch with Seward County Independent-2/8/23
- Ribbon Cutting with Witt 360 Tree Service and Bel-Con Refuse- 2/8/23

### Activities

- Actively recruit new members for the organization
  - Created a prospective member list
  - Cultivating relationships with businesses the organization already interacts with
  - Compiling materials and documents for membership recruitment and retention
- Attend all SCCDP Networking Events
- Trained the new Seward County Bridges Executive Director Laurie Sherman on duties
  - Introductions
  - Answering questions on accounts, programs, and grant assistance
- Maintain existing relationships with members
  - Making member visits on a weekly basis
  - Delivered Nebraska's best popcorn to membership base
- Onboarding businesses for the Seward County Gift Card Program
- Assist in front office duties
  - Mail
  - Chamber Bucks/ Gift Card Program
  - Membership payments received
  - Answering phones
- Coordinated Ribbon cuttings and ambassador calls
- Solicited sponsorships for SCCDP scheduled events
- Filmed and coordinated SCCDP adult recreation opportunities series on Facebook

### **Events Planner & Executive Assistant's Report (Donna Hendrickson)**

- Personal Work:
  - Follow up meetings and phone calls for the Illuminate Seward Campaign
  - Rising Stars Leadership Program – continued to schedule meeting locations & follow up schedules for January through June of 2023- meeting locations, lunches and transportation to and from on-site visits. Sent SCCDP's thank you notes to businesses that hosted site visits.
  - Filled Gift Card orders as they come in

- Administrative duties as needed on a daily basis
- Scheduled the last of the yearly membership meetings for Jonathan Jank and Harrison Helmer
- Supporting Jonathan Jank:
  - Sifted through Jonathan Jank's notes from prior membership meetings and created follow ups.
  - Scheduled SCCDP working group meetings and took meeting minutes.
  - Created calendar invites for SCCDP's full board meeting in February
  - Scheduled and rescheduled meetings accordingly for Jonathan Jank.
  - I organized Jonathan Jank's SCCDP email account as I was able.
  - Assisted wherever else as necessary.
- Supporting SCCDP Team:
  - Followed up with outstanding invoices as much as possible. This meant sifting through emails, taking phone calls, and contacting accounts payable from the companies involved.
  - Attended all ribbon cuttings. I met and welcomed new businesses and individuals that are continuing to build Seward County.
  - Organized financial documents for the SCCDP contract bookkeeper's weekly pick up (relevant to chamber bucks, invoices, credit card bills, etc.).
  - Assisted wherever else as necessary.
- Supporting Joanie Brecka:
  - I am working closely with Joanie to help her orient to the SCCDP team as easily as possible
  - I attended SCVB meetings to be a liaison between Leanne and Joanie attending the meetings
  - Assisted wherever else as necessary.
- Supporting Jacob Jennings:
  - Assisted as necessary.
- Supporting Harrison Helmer:
  - Scheduled yearly membership meetings.
  - Worked with Harrison on Bridges/Illuminate Seward Campaign until Laurie transitioned into the Bridges role.
  - Sent out thank you notes and made reminder calls accordingly.
  - Assisted wherever else as necessary.

#### Meetings/Events Attended:

- Weekly: Level 10 meetings
- Daily - Continued calling to set up yearly membership meetings for Jonathan and Harrison
- Office duties – mail, getting signatures, confirming event dates, mailing checks & visitor information, taking 1313 building paperwork to Duane
- Various times throughout November and December: Turned on music at Santa House, made sure there were enough Candy Canes for Santa to hand out
- Popcorn deliveries throughout November, December and into January to thank our Chamber members as available time ALLOWed
- 11/21/22 - Decorated Courthouse Tree for Christmas Festival
- 11/22/22 - Assembled ornaments with ribbon and number tag
  - Delivered ornaments to participating businesses (7 locations)
- 11/23/22 - Checked Reindeer Run sign ups and sent info to Beckie Trevino, then ordered the correct number of shirts
  - Assembled and delivered ornaments

- 11/26/22 Christmas Festival – All Day (Set up, checking activities, ‘putting out fires’ assisting where needed, clean up)
- 11/28/22 - Prepared for Professional Development Luncheon – How the Arts help recruit and retain employees in our businesses, our city and our county.
  - Started Christmas Festival Wrap up
- 11/29/22 - SCCDP Exclusive Membership Luncheon to meet newly elected officials
- 11/30/22 - Drove Jonathan to Omaha Airport
  - Start planning Awards Banquet
  - Interviews with candidates for Director of Marketing & Storytelling
- 12/10/22 - Turn on Santa house music
- 12/11/22 - Turn on Santa house music
- 12/12/22 - SCVB meeting
- 12/13/22 - Quarterly Goals meeting with Jonathan
- 12/14/22 - Weather rescheduled - Milford Chamber Luncheon
  - TEAM – Volunteering at Food Net to help load vehicles
- 12/19/22 - Confirmed Rising Stars site visit and transportation
- 12/21/22 - Rising Stars Leadership Program – ordered and picked up lunches
- 12/22/22 - Ag Banquet meeting at Jones Bank
  - TEAMS Christmas Party at my house
- 1/3/23 - Welcomed Joanie Brecka to our team! Yay!
  - Team bonding – Escape Room at Seward Memorial Library – we had the 2nd fastest time, BTW
- 1/6/23 - Worked on Creative District application
  - Awards Banquet planning – meeting with Crystal at Hillcrest Wedding Rentals
  - Picked up money and ornaments from 5 locations
- 1/9/23 - Continued Christmas Festival Wrap up
  - PM – Christmas Festival Wrap Up meeting
- 1/11/23 - Met with Katie and Dawn from Aspyr to clear up Gift Card issues
  - Organized ornament information
- 1/13/23 - Worked on Creative District application
  - BRAN meeting with initial planners
- 1/17/23 - Pulled files for audit
  - Meeting with Jeanne Weimer for Creative District
- 1/18/23 - Pulled files for audit
  - Organized Illuminate Seward information/billing
- 1/19/23 - Pulled files for audit
  - ALLO ribbon cutting event
- 1/20/23 - Pulled files for audit
  - PM – 4th of July Committee meeting
- 1/21/23 - Meeting with Vinny and Cory about Illuminate Seward
- 1/23/23 - Awards Banquet planning
  - Executive Working Group meeting
- 1/24/23 - BRAN – Welcoming Committee meeting
- 1/25/23 - Awards Banquet work
  - Finance Working Group meeting
- 1/26/23 - Annual Review with Jonathan

- 1/30/23 - Annual Awards Banquet set up
  - PM – Awards Banquet
- 1/31/23 - Awards Banquet wrap up
- 2/1/23 - Rising Stars (lunch & transportation)
  - Seward County Gives Informational Luncheon
- 2/6/23 - Events planning (Clean-up Day)
  - BRAN informational meeting
- 2/7/23 - Creative District folder
  - Business & Government Affairs Working Group meeting
- 2/8/23 - Lunch meeting with Seward County Independent Staff
  - Ribbon cuttings for Witt 360 and Bel-Con Refuse
- 2/9/23 - Meeting at Ridgewood for BRAN
  - Marketing, Membership and Fundraising Working Group meeting
- 2/10/23 - Creative District Workbook
  - Pulled together items for visitor baskets with Joanie
- 2/13/23 - Work on Christmas ornament options
  - Quarterly report
- 2/14/23 - Quarterly report
- 2/15/23 - Creative District folder
- 2/16/23 - TEAM Strengths Training
  - Finance Working Group meeting
- 2/17/23 - Seward County Gives application w/ Jonathan

### **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.

3. Draft Minutes of February 21, 2023, City Council Meeting

**February 21, 2023**

The Seward City Council met at 7:00 p.m. on Tuesday, February 21, 2023, with Mayor Joshua Eickmeier presiding and Administrative Assistant Mindy Meier recording the proceedings. Upon roll call, the following Councilmembers were present: Megan Kahler, Jessica Kolterman, John Singleton, Tatum Tonniges, Matt Stryson, Rich Wergin, Jonathon Wilken. Councilmembers Absent: Karl Miller. Other officials present: City Administrator Greg Butcher, City Attorney Kelly Hoffschneider, Building/Zoning & Code Enf. Director Tim Dworak, Library Director Becky Baker, Water/Wasterwater Director Brandon Koll 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 \$1,248,795.57)
4. Police Department Report
5. Draft Minutes of February 7, 2023, Council Meeting
6. Mayor Appointments to Various Boards and Committees:
  - a. Appoint Kathy Hartman to the Housing Appeals Board for a 3-Year Term
  - b. Re-appoint Trish Johnson to the LB 840 Committee for a 3-Year Term

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

Nay: None. Absent: Miller. Motion carried.

**PUBLIC HEARINGS**

**1. CONSIDERATION OF A VOLUNTARY ANNEXATION OF PART OF LOT 1, BLOCK 5, PRAIRIE VIEW ADDITION AND A PORTION OF SUNFLOWER AVENUE**

Building/Zoning & Code Enforcement Director Tim Dworak informed that there is a request by Bob Benes of Aspen Builders for a portion of the final plat to be annexed into the city. The ordinance will need to be read on three separate occasions before action can be considered.

Mayor Eickmeier opened the public hearing at 7:03 p.m. With no public comment received, the public hearing was closed at 7:03 p.m.

Councilmember Wergin introduced **Ordinance No. 2023-6**. AN ORDINANCE DECLARING THE ANNEXATION OF CERTAIN CONTIGUOUS AND ADJACENT TRACTS OF LAND, URBAN AND SUBURBAN IN CHARACTER, MORE SPECIFICALLY A PART OF LOT 1, BLOCK 5, PRAIRIE VIEW ADDITION, AND A PART OF SUNFLOWER AVENUE TO THE CITY OF SEWARD, TO THE CORPORATE LIMITS OF THE CITY OF SEWARD, NEBRASKA, AND EXTENDING THE LIMITS THEREOF ACCORDINGLY; TO DESCRIBE THE REAL ESTATE TO BE ANNEXED AND ITS BOUNDARIES; TO PROVIDE FOR PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM; TO PROVIDE FOR A TIME WHEN THIS ORDINANCE SHALL TAKE EFFECT.

**2. CONSIDERATION OF AN AMENDMENT TO THE CITY OF SEWARD UNIFIED LAND DEVELOPMENT (ULDO); CHAPTER 410 'ZONING AND SUBDIVISION', ARTICLE 32.5 'ACCESSORY BUILDINGS AND GARAGES'**

Mr. Dworak stated that the Building & Zoning Department has had many questions regarding what the maximum size of an accessory building should be on a lot less than one acre. Upon research, it was noticed the square footage was not clarified to be 900 sq. ft. as to reflect the Planning Commission and City Council action taken on Oct. 21, 2003.

Mayor Eickmeier opened the public hearing at 7:08 p.m.

Gary Rolf (404 Seward St.) thanked Tim for finding this information and taking action to implement these changes into City code officially.

With no further public comment received, the public hearing was closed at 7:08 p.m.

Councilmember Kahler introduced Ordinance No. 2023-7. Councilmember Kolterman moved,

**February 21, 2023**

seconded by Councilmember Stryson to dispense with the statutory rule.

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

Councilmember Wergin moved, seconded by Councilmember Stryson, that the minutes of the proceedings of the Mayor and Council of the City of Seward, Seward County, Nebraska in the matter of passing and adopting: **Ordinance No. 2023-7, AN ORDINANCE AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF SEWARD, CHAPTER 410 ZONING AND SUBDIVISION, ARTICLE 32 SUPPLEMENTAL DEVELOPMENT REGULATIONS TO BETTER DEFINE MAXIMUM SIZE OF RESIDENTIAL ACCESSORY BUILDINGS; 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.**

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

Councilmember Kolterman moved, seconded by Councilmember Singleton that all ordinances be added to the permanent record.

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

**ADMINISTRATIVE ITEMS**

**1. PRESENTATION AND ACCEPTANCE OF SEWARD MEMORIAL LIBRARY ANNUAL REPORT**

Library Director Becky Baker presented the annual report and outlined the planning of special events to celebrate the 20-year anniversary in the building. Councilmember Kolterman and City Administrator Butcher expressed appreciation for Baker and her team in operating the library.

Councilmember Kolterman moved, seconded by Councilmember Wergin to approve the Seward Memorial Library's Annual Report.

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

**2. CONSIDERATION OF A MEMORANDUM OF UNDERSTANDING WITH TALLGRASS DEVELOPMENT, INC., FOR A BLIGHT STUDY FOR PROPERTY LOCATED AT 534 N 10<sup>TH</sup> STREET**

City Administrator Butcher advised this study would be for the apartments near 9<sup>th</sup>-Lincoln Street intersection known as the Concorde Apartments. It is not currently in the blighted and substandard area of the City.

Councilmember Kolterman moved, seconded by Councilmember Kahler, to move forward with the blight study for the properties at 534 N 10<sup>th</sup> Street.

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

**3. CONSIDERATION OF A REQUEST TO ALLOW FOR THE CONSTRUCTION OF A FENCE IN THE CITY RIGHT-OF-WAY AT 353 S 3<sup>RD</sup> STREET**

Building/Zoning & Code Enforcement Director Tim Dworak informed that he had a request from Plex Construction to fence a gas valve station in the front of one of their triplexes for safety concerns. The requestor plans to place a six-foot high vinyl fence around the site to dissuade disturbance of the valves. Due to the site's location within the city right-of-way, the Council must provide approval before construction. Due to excess of the 4ft fence maximum, the Board of Adjustments will hear a request for a variance to allow for the six-foot fence. Mr. Dworak sees no issue with the request or variance as it pertains to city operation, nor will it provide any traffic issue.

Councilmember Kolterman moved, seconded by Councilmember Kahler, to approve permission for having a fence in the right of way.

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

**4. CONSIDERATION AND APPROVAL OF BID DOCUMENTS FOR THE PARK/AVE/BRADFORD STREET STORM SEWER IMPROVEMENTS PROJECT AND AUTHORIZE THE CITY TO SEEK CONSTRUCTION BIDS**

City Engineer Mike Oneby informed that with Council approval, the project will begin advertisement

**February 21, 2023**

immediately with a bid date of Tuesday, March 28th. Councilmember Singleton suggested that notice be provided to residents that the project will be affected by. The project is expected to begin near May 1, 2023 with completion within 150 calendar days.

Councilmember Kolterman moved, seconded by Councilmember Tonniges, to approve the consideration and approval of bid documents.

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

**5. CONSIDERATION OF AND APPROVAL OF BID DOCUMENTS FOR THE WATER TOWER CONSTRUCTION PROJECT AND AUTHORIZE THE CITY TO SEEK CONSTRUCTION BIDS**

City Engineer Mike Oneby stated the project was bid just prior to Thanksgiving in November with no bids received. Upon consideration with the City's professional engineer, it was recommended the work be broken into three separate bidding items. With approval, the bids will be due in approximately five weeks with an update to Council shortly thereafter.

Councilmember Kolterman moved, seconded by Councilmember Stryson, to approve the consideration and approval of bid documents for the Water Tower Construction Project.

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

**6. CONSIDERATION OF AN AGREEMENT WITH B'S SWEET FREEZE, LLC TO OPERATE A CONCESSION STAND AT THE DOWDING POOL FOR THE 2023 SEASON**

City Administrator Greg Butcher reported B's Sweet Freeze, LLC is requesting a renewal to operating a concession stand for the 2023 Dowding Pool season.

Councilmember Singleton moved, seconded by Councilmember Stryson, to approve the agreement with B's Sweet Freeze, LLC, to operate a concession stand during the 2023 Dowding Pool season.

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

**7. UPDATE ON THE WELLNESS CENTER**

City Administrator Greg Butcher informed every Monday he is working on meetings, trips, etc. for the Wellness Center. Recently, they received 7 RFP responses for construction management at risk firms. The top 3 firms will be interviewed on Monday, Feb. 27.

There was no action to be taken.

**CITY ADMINISTRATOR'S REPORT**

Councilmember Kolterman moved, seconded by Councilmember Wergin, that City Administrator Butcher's report of February 21, 2023, be accepted.

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

**MOTION TO ADJOURN**

Councilmember Singleton moved, seconded by Councilmember Wergin, that the February 21, 2023, City Council Meeting be adjourned.

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

Adjourned approximately 7:52 p.m.

THE CITY OF SEWARD, NEBRASKA

\_\_\_\_\_  
Joshua Eickmeier, Mayor

\_\_\_\_\_  
Derek Bargmann  
City Clerk

4. Mayor Appointments to Boards and Commissions:
  - A. Appoint Jill Martin (replaces Megan Kahler) to the Community Redevelopment Authority (CRA) for Remainder of Term

**ADMINISTRATIVE ITEMS**

1. Consideration of a Professional Services Agreement with Davis Design for Design Services related to the Seward Volunteer Fire Department location - Fire Chief Kimsey



February 20, 2023

James Kimsey  
Seward Volunteer Fire Department  
222 N 3<sup>rd</sup> St  
Seward, NE 68434

RE: Seward Fire Department  
Seward Fire Station  
Site Programming  
Seward, NE

Dear Chief Kimsey:

This letter, once accepted and signed on the last page, sets forth the Agreement between Seward Fire Department (who is also referred to as Owner at various places in this letter) and Davis Design, Inc. regarding the above referenced project.

Davis Design, Inc. agrees to provide the following professional services to Seward Fire Department:

The project is to develop a schematic design of spaces that will fit on the site base on priorities driven by the Seward Fire Department. The project will include meetings to discuss priorities and layout options for arrangement on the site that is directly north of the existing fire station. It may include renovations to the existing fire station if appropriate. In order to facilitate the work, Davis Design will take field measurements of the existing facility in order to develop a plan to work off of. Upon an agreed upon layout and program, Davis Design will create a presentation site plan.

In addition, Davis Design's structural, mechanical, and electrical engineers will review existing equipment and infrastructure and make any new or replacement equipment recommendations in a narrative format based on the proposed schematic design.

A preliminary cost per square foot estimate will be provided for funding requests upon completion of the project.

The above list of scope items is a complete listing of the scope of services for this project, and any services not included within the scope are not part of this agreement. Any supplemental services requested by Seward Fire Department are in addition to the basic scope of services set forth above and will be performed only when requested in writing by Seward Fire Department and Davis Design, Inc. shall be entitled to additional compensation at the rates set forth in this Agreement, for all such supplemental services performed.

Compensation shall be on the basis of an hourly rate for those persons directly involved with the project up to a top limit of \$25,000 which will not be altered without the express consent of the Owner.

Approximate hourly rates for services are as follows:

Principal-in-Charge .....	\$220.00
Senior Architect .....	\$160.00
Architect .....	\$145.00

architecture engineering interior design

1221 'N' Street, Suite 600, Lincoln, Nebraska 68508 402.476.9700 davisdesign.com

15 East Main Street, Suite 201, Vermillion, South Dakota 57069 605.624.1081

Principals: Jon Dalton, PE Darin Horst, AIA Brandon Sire, PE Andy Sorensen, AIA Michael Wachal, PE

Senior Architectural Designer.....	\$135.00
Architectural Designer .....	\$125.00
Senior Engineer.....	\$175.00
Engineer .....	\$150.00
Senior Engineering Designer.....	\$135.00
Engineering Designer .....	\$125.00
Senior Interior Designer.....	\$135.00
Certified Interior Designer.....	\$120.00
Interior Designer .....	\$100.00
Senior Construction Administrator.....	\$145.00
Construction Administrator .....	\$120.00
Administration.....	\$ 80.00
Intern.....	\$ 65.00

Rates listed above are subject to adjustment in June of every year. Typical adjustments are in the 4% range.

In addition to the compensation set forth above, Seward Fire Department shall pay to Davis Design, Inc. reasonable expenses, which will include normal and customary costs including but not limited to costs of travel, printing, communications, postage and other similar expenses which are directly related to the project. Reimbursable expenses will be invoiced at cost plus ten percent.

All amount due under the agreement shall be paid by way of monthly bills due within thirty (30) days following receipt.

This agreement represents the entire agreement between the Owner and Davis Design, Inc. and supersedes all prior negotiations or representations. The Owner and Davis Design, Inc. bind themselves and their successors to this agreement.

Nothing contained in this agreement shall create a contractual relationship with or a cause of action in favor of a third party against the Owner or Davis Design, Inc.

This Agreement shall commence on the date it has been Approved and Accepted by Owner and Davis Design, Inc. Either party may terminate this agreement after not less than seven days' notice. In the event of terminations not the fault of Davis Design, Inc., Davis Design, Inc. shall be compensated for the services performed prior to the termination.

All documents produced by Davis Design, Inc. under this agreement shall remain the property of Davis Design, Inc. and may not be used for any other endeavors without the consent of Davis Design, Inc.

To the maximum extent permitted by law, the Owner agrees that Davis Design Inc's total liability to or on behalf of the Owner for any and all injuries, claims, lawsuits, damages or other liability arising from or relating in any way to the Project shall be \$25,000, or Davis Design, Inc's total fee, whichever amount is greater. This limitation shall apply regardless of the cause of action or legal theory pled. Davis Design Inc. shall not be liable to Owner for any special, exemplary, punitive or consequential damages.

If the scope of the project or of Davis Design, Inc. services is changed materially, the amounts of compensation shall be adjusted.

The person signing this Agreement on behalf of the Owner represents that he or she has the authority to do so. If the terms and conditions of this Agreement are acceptable to you, please sign where indicated below.

Thank you for the opportunity to be of service to you.

architecture engineering interior design

1221 'N' Street, Suite 600, Lincoln, Nebraska 68508 402.476.9700 davisdesign.com

15 East Main Street, Suite 201, Vermillion, South Dakota 57069 605.624.1081

Principals: Jon Dalton, PE Darin Horst, AIA Brandon Sire, PE Andy Sorensen, AIA Michael Wachal, PE

Sincerely,

DAVIS DESIGN, INC.



Erin Dobesh, AIA  
Associate Principal, Senior Architect

APPROVED AND ACCEPTED:

OWNER:

\_\_\_\_\_  
[Name of Client]

\_\_\_\_\_  
Date

PRINCIPAL-IN-CHARGE:



\_\_\_\_\_  
Davis Design, Inc.

02/20/2023

\_\_\_\_\_  
Date

2. Consideration of the Speed Bump on E Seward Street - City Administrator Butcher

City of Seward Administration and City Council:

2-28-23

Please find enclosed a petition to the City Council requesting removal of the Speed Bump currently located on East Seward Street at the corner of East Seward and Lindell Avenue. The docs marked "Originals" contain original printed names, addresses, and signatures. Some original petitions have signatures on both front and back.

Please find 2 additional copies of the original petition and marked "COPY". These copies are FRONT page only and convenient for scan and email purposes if you wish.

The petition is signed by 140 area residents, most residing EAST of the placed speed bump. Note a few petitioners living on East Seward Road may not be within city limits, but regularly access Seward via East Seward Street.

We calculated the success rate of those contacted to participation is very close to 90%.

Thank you for your consideration & agenda time at the March 7<sup>th</sup> meeting.

Brad Bowen  
1269 Ridge Run  
Seward NE

Kim Clark  
100 Goldenrod Lane  
Seward NE

COPY

PETITION

TO: The City Council of the City of Seward, Nebraska

WHEREAS: The "Speed Bump" on East Seward Street is unwarranted and should be reconsidered, for the following reasons:

....Structure sets a precedent for additional residents to request same be placed at their area of concern;

....Inconsistently identifies exactly one block in Seward as more dangerous to residents than any other street or area within the city;

....Impedes normal traffic flow, an irritant & nuisance to responsible and law-abiding drivers;

....Structure is aggressive and potentially a vehicle maintenance hazard to owners;

....Traffic speed should not be regulated by random placement of speed bumps throughout the community as requested by concerned homeowners;

....Traffic speed should be regulated by city speed limits and signage and enforced by Seward Police Department consistently throughout the city.

WE the undersigned hereby petition the Seward City Council as follows:

Permanent removal of the Speed Bump located on East Seward Street at the intersection of East Seward Street and Lindell Avenue.

	Name (printed)	Address	Signature
1.	Susan Bowen	1269 Ridge Run	[Signature]
2.	Brad Bowen	1269 Ridge Run	[Signature]
3.	Owen Sackschewsky	1221 Ridge Run	[Signature]
4.	Linda Sackschewsky	1221 Ridge Run	[Signature]
5.	Rachel Sommerer	1234 E. Seward St.	[Signature]
6.	Tim Sackschewsky	1221 Ridge Run	[Signature]
7.	TOM JOHNSON	2602 E. SEWARD	[Signature]
8.	NOELLE BAKER	2614 E. SEWARD	[Signature]
9.	James Varney	2620 E. Seward Rd	[Signature]
10.	Ellen Varney	2620 E Seward Rd	[Signature]
11.	Bryan C. Thom	2622 E Seward Rd.	[Signature]
12.	REP OWENS	920 East Seward	[Signature]
13.	Wanda Owens	920 E Seward St	[Signature]
14.	Jennifer Duffer	900 E. Seward St.	[Signature]
15.	Quinton [unclear]	800 E Seward St	[Signature]

16.	Jennifer Furr	8600 E. Seward St.	Jennifer Furr
17.	Taylor Ackerman	650 S Evergreen Dr	Taylor Ackerman
18.	Troy Markov	848 E Seward St	Troy Markov
19.	Keef Muehler	848 E Seward St	Keef Muehler
20.	Brett R Baker	2614 East Seward Road	Brett R Baker
21.	Patricia Lindner	833 E Seward St	Patricia Lindner
22.	Jennifer Huser	2622 E Seward Rd	Jennifer Huser
23.	NICHOLAS HUSER	2622 E Seward Rd	Nicholas Huser
24.	Greg Damman	377 Wildwood	Greg Damman
25.	Susan Damman	377 Wildwood	Susan Damman
26.	Pete Christensen	812 E Seward St	Pete Christensen
27.	James C. Lenz	1208 Ridge Run	James C. Lenz
28.	Patricia Lenz	1208 Ridge Run	Patricia Lenz
29.	Michelle Gesell	800 E. Seward St	Michelle Gesell
30.	Tim Gesell	800 E Seward St	Tim Gesell
31.	April Hoffbauer	2612 E Seward Rd	April Hoffbauer
32.	Amy Metschke	2979 Little Salt Rd	Amy Metschke
33.	Dawn Cliteras	223 Goldenrod Ln	Dawn Cliteras
34.	JJ Metschke	2979 Little Salt Rd	JJ Metschke
35.	David Cliteras	223 Goldenrod Ln	David Cliteras
36.	Keira Cliteras	223 Goldenrod Ln	Keira Cliteras
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# PETITION

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**WE the undersigned hereby petition the Seward City Council as follows:**

**Permanent removal of the Speed Bump located on East Seward Street at the intersection of East Seward Street and Lindell Avenue.**

	Name (printed)	Address	Signature
1.	Tom Schluet	147 Wildwood	Tom Schluet
2.	Susan Settlewood	147 Wildwood	Susan Settlewood
3.	Tracy Backenkamp	346 Larkspur Lane	Tracy Backenkamp
4.	Jon Backenkamp	346 Larkspur Lane	Jon Backenkamp
5.	Lori Tiemann	1616 Bluestem Trail	Lori Tiemann
6.	Alan Tiemann	1616 Bluestem Trl	Alan Tiemann
7.	DALE ROCKER	313 Wildwood	Dale Rocker
8.	SANDRA M ROCKER	313 Wildwood Rd	Sandra Rocker
9.	Steve Reilly	106 Goldenrod Ln	Steve Reilly
10.	Pam Reilly	106 Goldenrod Ln	Pam Reilly
11.	Jon Marrogain	113 Goldenrod Ln	Jon Marrogain
12.	Cy Bailey	120 Goldenrod Ln	Cy Bailey
13.	Abbie Oberhauser	360 Larkspur Ln	Abbie Oberhauser
14.	Beth Bailey	120 Goldenrod Lane	Beth Bailey
15.	Tracy Oberhauser	360 Larkspur Ln	Tracy Oberhauser

	Printed name	address	signature
16.	Jennifer Janousek	101 Goldenrod Ln	Jennifer Janousek
17.	Lathan Janousek	101 Goldenrod Ln	Lathan Janousek
18.	Sara Thorsbald	142 Goldenrod Ln	Sara Thorsbald
19.	Doug Thorsbald	142 Goldenrod Ln	Doug Thorsbald
20.	Diane Lutz	1349 Ridge Run	Diane Lutz
21.	Rob Ringler	1349 Ridge Run	Rob Ringler
22.	Rob Peuster	1686 Ridge Run	Rob Peuster
23.	Katie Pelster	1686 Ridge Run	Katie Pelster
24.	Jim Kontz	150 Wildwood Rd	Jim Kontz
25.	Betsy Sisteck	117 Goldenrod Ln	Betsy Sisteck
26.	Andrew Sisteck	117 Goldenrod Ln	Andrew Sisteck
27.	Sarah Evenson	1301 Ridge Run	Sarah Evenson
28.	CHRISTOPHER EVENSON	1301 Ridge Run	Christopher Evenson
29.	Amy Sisteck	117 Goldenrod Ln	Amy Sisteck
30.	Annaliese Sisteck	117 Goldenrod Ln	Annaliese Sisteck
31.	Jeremiah Sisteck	117 Goldenrod Ln	Jeremiah Sisteck
32.	Nadiya Schrad	2019 171nd dr Greenville	Nadiya Schrad
33.	Chris Swan	1442 Ridge Run	Chris Swan
34.	Darla Aegeyter	1250 Ridge Run	Darla Aegeyter
35.	JEFF AEGERTER	1250 Ridge Run	Jeff Aegeyter
36.	Deb Fairmon	990 Ridge Run	Deb Fairmon
37.	Bruce Fairmon	990 Ridge Run	Bruce Fairmon
38.	Fran Swain	1442 Ridge Run	Fran Swain
39.	Justin Goranson	1530 Ridge Run	Justin Goranson
40.	Cindy Goranson	1530 Ridge Run	Cindy Goranson
41.	Shane Kimbrough	1559 Ridge Run	Shane Kimbrough
42.	Kellen Kimbrough	1559 Ridge Run	Kellen Kimbrough
43.	ROD COLES	1588 RIDGE RUN	Rod Coles
44.	Jacob Kimbrough	1559 Ridge Run	Jacob Kimbrough
45.	Levi Schmid	1620 Ridge Run	Levi Schmid
46.	Tiffany Schmitt	1620 Ridge Run	Tiffany Schmitt
47.	Jenna Thiesler	1644 Ridge Run	Jenna Thiesler
48.	Brittany Blum	1670 Ridge Run	Brittany Blum
49.	John Blum	1670 Ridge Run	John Blum
50.	Tom Hoggan	1613 Ridge Run	Tom Hoggan
51.	Kim Clark	100 Goldenrod Ln	Kimberly Clark
52.	Tim Janousek	101 Goldenrod Ln	Tim Janousek
53.	Jason Clark	100 Goldenrod Ln.	Jason Clark

	Printed name	Address	Signature
54.	Christy Schegg	1266 E Seward St	Christy Schegg
55.	Kenton Schegg	1266 E Seward St	K Schegg
56.	Shanna Schegg	317 Larkspur Lane	Shanna Schegg
57.	<del>Shanna Schegg</del> KURT SCHMECKER	317 LARKSPUR LN	<del>Shanna Schegg</del>
58.	Jennifer Swans	308 Larkspur Ln	Jennifer Swans
59.	Tyron Schneider	1631 Bluestem Trl	Tyron Schneider
60.	Chris	11631 Bluestem	Chris
61.	Ben Mohl	11450 Bluestem	Ben Mohl
62.	Justin Hartman	1665 Bluestem	Justin Hartman
63.	Britt Hultman	11615 Bluestem	Britt Hultman
64.	Matt Swiiec	3519 Larkspur Lane	Matt Swiiec
65.	Shawn Swiiec	351 Larkspur Ln	Shawn Swiiec
66.	Carole Schott	1066 Ridgway Run	Carole Schott
67.	Erica Schott	1066 Ridgway Run	Erica Schott
68.	Charlotte Kunc	443 S Evergreen Dr	Charlotte Kunc
69.	Angela Pekarek	460 S. Evergreen	Angela Pekarek
70.	Kenny Pekarek	460 S. Evergreen	Kenny Pekarek
71.	Amanda Loos	216 Plum Creek Ln	Amanda Loos
72.	Kaylee Loos	216 Plum Creek Ln	Kaylee Loos
73.	John Loos	216 Plum Creek Ln	John Loos
74.	Jessie Ciezki	800 N Columbia Ave.	Jessie Ciezki
75.	Kellie Rhodes	800 N Columbia Ave.	Kellie Rhodes

# PETITION

**TO: The City Council of the City of Seward, Nebraska**

**WHEREAS: The "Speed Bump" on East Seward Street is unwarranted and should be reconsidered, for the following reasons:**

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**WE the undersigned hereby petition the Seward City Council as follows:**

**Permanent removal of the Speed Bump located on East Seward Street at the intersection of East Seward Street and Lindell Avenue.**

	Name (printed)	Address	Signature
1.	Ami Pritchett	800 N Columbus Ave	
2.	Luke Sengele	431 E Bradford St.	
3.	Gabe Ellis	800 N. Columbia ave	
4.	Becky Covalt	1480 Ridge Run	
5.	Drew Covalt	1480 Ridge Run	
6.	Abby Covalt	1480 Ridge Run	
7.	Michael P. Covalt	1480 Ridge Run	
8.	Tevan Mohl	1450 Brewster Trl	
9.	Danna Seever	222 Wildwood Rd	
10.	Luke Seever	222 Wildwood rd.	
11.	Kevin Sagehorn	194 Wildwood RD	
12.	Ellie Sagehorn	194 Wildwood RD	
13.	Laura Sagehorn	194 Wildwood Rd	
14.	Joshua Sagehorn	194 Wildwood Rd	
15.	Lisa Owens	233 Wildwood Rd	

	Print	Address	Signature
16	Matt Owens	233 Wildwood Rd	Matt Owens
17	Gianna Stevens	212 Wildwood Rd	Gianna Stevens
18	Jordin Battaglia	142 Goldenrod Ln.	J Battaglia
19	Mindy Meier	1515 Augusta Dr.	Mindy Meier
20	Chris Meier	1545 Augusta Dr.	Chris Meier
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**WE the undersigned hereby petition the Seward City Council as follows:**

**Permanent removal of the Speed Bump located on East Seward Street at the intersection of East Seward Street and Lindell Avenue.**

	Name (printed)	Address	Signature
1.	Dawn Navis	1077 Ridge Run	<i>[Signature]</i>
2.	Joel Navis	" " "	<i>[Signature]</i>
3.	Antonio Hall	1122 E Seward St	<i>[Signature]</i>
4.	Carol E. Hall	1122 E Seward St	<i>[Signature]</i>
5.	Dale Reed	1090 E Seward St	<i>[Signature]</i>
6.			
7.			

**WE the undersigned hereby petition the Seward City Council as follows:**

**Permanent removal of the Speed Bump located on East Seward Street at the intersection of East Seward Street and Lindell Avenue.**

	Name (printed)	Address	Signature
1.	Connie Borchers	1511 Ridge Run	<i>[Signature]</i>
2.	Brett Borchers	1511 Ridge Run	<i>[Signature]</i>
3.			
4.			
5.			

**WE the undersigned hereby petition the Seward City Council as follows:**

**Permanent removal of the Speed Bump located on East Seward Street at the intersection of East Seward Street and Lindell Avenue.**

	Name (printed)	Address	Signature
1.	STEVEN C. KRUSE	1188 RIDGE RUN	<i>[Signature]</i>
2.	MARY S. KRUSE	1188 RIDGE RUN	<i>[Signature]</i>
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3. Consideration of a Voluntary Annexation of Part of Lot 1, Block 5, Prairie View Addition and a Portion of Sunflower Avenue (SECOND READING) - Building/Zoning & Code Enf. Director Dworak

Return to:  
City of Seward  
537 Main St  
Seward, NE 68434

ORDINANCE NO. 2023-6

AN ORDINANCE DECLARING THE ANNEXATION OF CERTAIN CONTIGUOUS AND ADJACENT TRACTS OF LAND, URBAN AND SUBURBAN IN CHARACTER, MORE SPECIFICALLY A PART OF LOT 1, BLOCK 5, PRAIRIE VIEW ADDITION, AND A PART OF SUNFLOWER AVENUE TO THE CITY OF SEWARD, TO THE CORPORATE LIMITS OF THE CITY OF SEWARD, NEBRASKA, AND EXTENDING THE LIMITS THEREOF ACCORDINGLY; TO DESCRIBE THE REAL ESTATE TO BE ANNEXED AND ITS BOUNDARIES; TO PROVIDE FOR PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM; TO PROVIDE FOR A TIME WHEN THIS ORDINANCE SHALL TAKE EFFECT.

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

Section 1. TERRITORY ANNEXED; DESCRIPTION. The following described property, having been petitioned for annexation by all of the property owners of said property, is annexed to the corporate limits of the City of Seward, as follows:

Beginning at a the northeast corner of Lot 1, Block 5, Prairie View Addition, thence south on the east line of Lot 1, a distance of 136.5 feet to the southeast corner of Lot 1; thence westerly on the south line of Lot 1, a distance of 7.4 feet to a point, thence northerly, parallel to the east line of Lot 1, a distance of 136.5 feet to a point on the north line of Lot 1, said point being 7.8 feet east of the northeast corner; thence easterly on the north line of lot 1, 7.8 feet to the point of beginning;

And the east 42.2 feet of Sunflower Avenue; all in a subdivision of a portion of the Southwest Quarter, Section Twenty-Two, Township Eleven North, Range Three East of the Sixth Principal Meridian, City of Seward, Seward County, Nebraska.

Section 2. CORPORATE LIMITS EXTENDED. The corporate limits are hereby extended to include the territory described in Section 1 of this Ordinance as part of the corporate limits of the City of Seward, Nebraska, as the same is designated, and hereby shall be part of and annexed to the City of Seward, Seward County, Nebraska.

Section 3. FILING AND RECORDING. A certified copy of this Ordinance declaring such annexation under the Seal of the City of Seward, Nebraska, shall be filed with the office of the County Clerk of Seward County, Nebraska.

Section 4. BENEFITS TO INHABITANTS. The inhabitants of the above described territory as set forth in Section 1 of this Ordinance, annexed to the corporate limits of the City of Seward Nebraska, shall receive substantially the benefits of all other inhabitants of the City and such inhabitants shall be subject to the Ordinances and Regulations of the City of Seward, Nebraska

Section 5. PAMPHLET FORM; PUBLICATION; WHEN OPERATIVE. This ordinance shall be published in pamphlet form and shall be in full force and effect from and after its passage, approval, and publication as provided by law and city ordinance.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

THE CITY OF SEWARD, NEBRASKA,

\_\_\_\_\_  
Joshua Eickmeier, Mayor

ATTEST:

\_\_\_\_\_  
Derek Bargmann  
City Clerk

4. Recommend Christopher Sieck as Manager of Casey's General Store #2730, 2605 Progressive Road, Retail Class D Liquor License - City Clerk Bargmann

**MANAGER APPLICATION  
INSERT - FORM 3c**

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



**FORM MUST BE COMPLETELY FILLED OUT IN ORDER FOR APPLICATION TO BE PROCESSED**

**MANAGER MUST:**

- ✓ Complete all sections of the application. Be sure it is signed by a **member or corporate officer**, corporate officer or member must be an individual on file with the Liquor Control Commission
- ✓ Fingerprints are required. See form 147 for further information, read form carefully to avoid delays in processing, this form **MUST** be included with your application.
- ✓ Provide a copy of one of the following: US birth certificate, naturalization papers or current US passport (even if you have provided this before)
- ✓ Be a registered voter in the State of Nebraska, include a copy of voter card or print document from Secretary of State website with application

Spouse who **will not** participate in the business, **spouse must:**

- ✓ Complete the Spousal Affidavit of Non Participation Insert (must be notarized). The non-participating spouse completes the top half; the manager completes the bottom half. **Be sure to complete both halves of this form.**
  - Need not answer question #1 of the application

Spouse who **will** participate in the business, the **spouse must:**

- NA • Sign the application
- Fingerprints are required. See form 147 for further information, read form carefully to avoid delays in processing, this form **MUST** be included with your application.
- Provide a copy of one of the following: birth certificate, naturalization papers or current US passport (even if you have provided this before)
- Be a registered voter in the state of Nebraska, include a copy of voter card with application
- Spousal Affidavit of Non Participation Insert **not** required



0400  
0019

**MANAGER APPLICATION  
INSERT - FORM 3c**

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

Office Use

**RECEIVED**

JAN 27 2023

**NEBRASKA LIQUOR  
CONTROL COMMISSION**

**MUST BE:**

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

**Corporation/LLC information**

Name of Corporation/LLC: **CASEY'S RETAL COMPANY**

**Premise information**

Liquor License Number: **121561** Class Type **D** (if new application leave blank)

Premise Trade Name/DBA: **CASEYS 2730**

Premise Street Address: **2605 PROGRESSIVE RD**

City: **SEWARD** ✓ County: **SEWARD** Zip Code: **68434-7639**

Premise Phone Number: **(402) 643-9517**

Premise Email address: **LICENSINGTEAM@CASEYS.COM**

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

*Douglas M. Beech*

FOR CASEY'S RETAIL COMPANY,  
BY DOUGLAS M. BEECH,  
ASSISTANT SECRETARY

**SIGNATURE REQUIRED BY CORPORATE OFFICER / MANAGING MEMBER**

(Faxed signatures are acceptable)

**Manager's information must be completed below PLEASE PRINT CLEARLY**

Last Name: SIECK *spouse* First Name: CHRISTOPHER MI: C  
 Home Address: 14002 PARKER ST  
 City: OMAHA County: DOUGLAS Zip Code: 68154 *3021*  
 Home Phone Number: 515-601-7303  
 Driver's License Number & State: [REDACTED]  
 Social Security Number: [REDACTED]  
 Date Of Birth: [REDACTED] Place Of Birth: OMAHA, NE  
 Email address: CHRIS.SIECK@CASEYS.COM

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

YES  NO

**Spouse's information**

Spouses Last Name: SIECK First Name: KELLY MI: A  
 Social Security Number: [REDACTED]  
 Driver's License Number & State: [REDACTED]  
 Date Of Birth: [REDACTED] Place Of Birth: KEARNEY, NE

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

**APPLICANT**

**SPOUSE**

CITY & STATE	YEAR FROM	YEAR TO	CITY & STATE	YEAR FROM	YEAR TO
OMAHA, NE	2016	2022			
DUBUQUE, IA	2014	2016			
OMAHA, NE	2001	2014			

**MANAGER'S LAST TWO EMPLOYERS**

YEAR FROM TO		NAME OF EMPLOYER	NAME OF SUPERVISOR	TELEPHONE NUMBER
2021	2023	CASEY'S	DAVE JOHNSON	605-370-4654
2004	2021	DOLLAR GENERAL	ERIC ANGLADE	480-450-2781

**1. READ CAREFULLY. ANSWER COMPLETELY AND ACCURATELY.**

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

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

YES       NO

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

Name of Applicant	Date of Conviction (mm/yyyy)	Where Convicted ( City & State)	Description of Charge	Disposition
CHRISTOPHER SIECK	09/2021	OMAHA, NE	FOLLOWING TO CLOSELY	FINE AND DRIVING COURSE

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

YES       NO

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

N/A

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

YES       NO

4. *OK*

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

\*NLCC Training Certificate Issued: \_\_\_\_\_ Name on Certificate: \_\_\_\_\_

Applicant Name	Date (mm/yyyy)	Name of program (attach copy of course completion certificate)
CHRISTOPHER SIECK	05/19/2022	SERVSAFE ALCOHOL

\*For list of NLCC Certified Training Programs see training

Experience:

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

5. Have you enclosed form 147 regarding fingerprints?

YES       NO

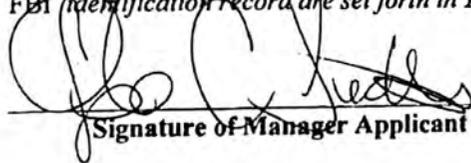
**PERSONAL OATH AND CONSENT OF INVESTIGATION**

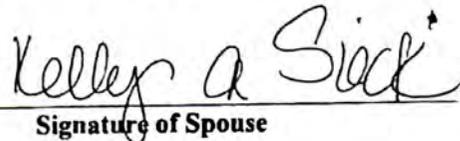
The above individual(s), being first duly sworn upon oath, deposes and states that the undersigned is the applicant and/or spouse of applicant who makes the above and foregoing application that said application has been read and that the contents thereof and all statements contained therein are true.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

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

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

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

  
Signature of Manager Applicant

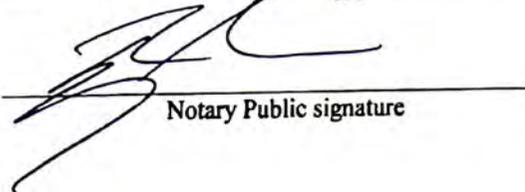
  
Signature of Spouse

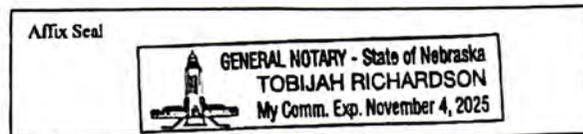
**ACKNOWLEDGEMENT**

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

June 3, 2022  
date

by Tobijah Richardson  
NAME OF PERSON BEING ACKNOWLEDGED

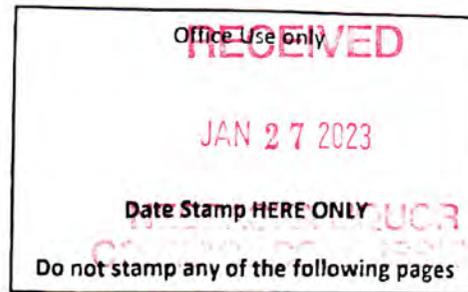
  
Notary Public signature



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

**PRIVACY ACT STATEMENT/  
SUBMISSION OF FINGERPRINTS /  
PAYMENT OF FEES TO NSP-CID**

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



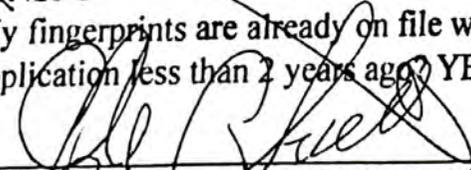
**THIS FORM IS REQUIRED TO BE SIGNED BY EACH PERSON BEING FINGERPRINTED:  
DIRECTIONS FOR SUBMITTING FINGERPRINTS AND FEE PAYMENTS:**

- **FAILURE TO FILE FINGERPRINT CARDS AND PAY THE REQUIRED FEE TO THE NEBRASKA STATE PATROL WILL DELAY THE ISSUANCE OF YOUR LIQUOR LICENSE**
- Fee payment of \$45.25 per person **MUST** be made **DIRECTLY** to the Nebraska State Patrol;  
It is recommended to make payment through the NSP PayPort online system at [www.ne.gov/go/nsp](http://www.ne.gov/go/nsp)  
Or a check made payable to **NSP** can be mailed directly to the following address:  
**\*\*\*Please indicate on your payment who the payment is for (the name of the person being fingerprinted) and the payment is for a Liquor License\*\*\***  
The Nebraska State Patrol – CID Division  
4600 Innovation Drive  
Lincoln, NE 68521
- Fingerprints taken at NSP LIVESCAN locations will be forwarded to NSP – CID  
*Applicant(s) will not have cards to include with license application.*
- Fingerprints taken at local law enforcement offices may be released to the applicants;  
*Fingerprint cards should be submitted with the application.*

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

**\*\*\*\*Please Submit this form with your completed application to the Liquor Control Commission\*\*\*\***

Trade Name \_\_\_\_\_  
Name of Person Being Fingerprinted: Christopher C Sieck  
Date of Birth: \_\_\_\_\_ Last 4 SSN: \_\_\_\_\_  
Date fingerprints were taken: 06/03/2022  
Location where fingerprints were taken: 4411 S 108th St. Omaha NE 68127  
How was payment made to NSP?  
 NSP PAYPORT  CASH  CHECK SENT TO NSP CK # \_\_\_\_\_  
My fingerprints are already on file with the commission – fingerprints completed for a previous application less than 2 years ago? YES

  
SIGNATURE REQUIRED OF PERSON BEING FINGERPRINTED

This is your new permanent **POLLING PLACE INFORMATION / ACKNOWLEDGEMENT OF REGISTRATION CARD**. This card replaces any previous card you may have received. Please discard any old cards to avoid confusion. Please review your name, address, and political party listed below. If you find errors, please contact us immediately. Remember to re-register every time you move, change your name, or change parties.

You do not need to present this card in order to vote; however, it will help ensure you are voting at your correct location and in the correct precinct. If you have any questions, please contact us at (402) 444-VOTE (8683). You may also visit the Election Commission website at [www.votedouglascounty.com](http://www.votedouglascounty.com).

<b>VOTER INFORMATION</b>			
<b>Name:</b>	Christopher C Sieck		
<b>Address:</b>	14002 Parker St Omaha NE 68154	2627655	
<b>ⓘ REMEMBER: If you move, you must re-register.</b>			
<b>Polling Place:</b>	Ezra Millard Elementary School Gymnasium 14111 Blondo Street Omaha, NE 68164 All Voters Use Main Entrance	Party: Ward: Precinct: Ballot Type: Date Issued:	D 07 29 01 7-22-2022

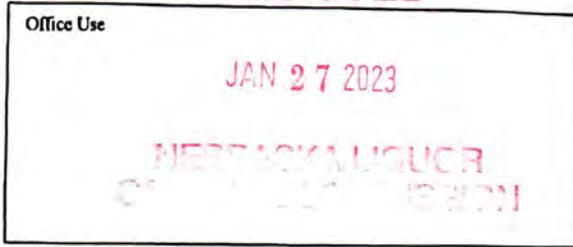
<b>DISTRICT INFORMATION</b>			
U.S. House of Rep	2	Legislature	04
City Council	7	Bd of Regents	8
NRD	4	MUD	TBD
OPPD	1	ESU	3-2
Public Svc Comm	2	Supreme Court	2
Appeals Court	2	School District	Millard #17
		Mayor	Omaha
		State Bd of Ed	8
		Metro CC	3
		Learning Community	4
		County Comm	4

★ POLLS ARE OPEN ON ELECTION DAY FROM 8:00 A.M. TO 8:00 P.M. ★

**SPOUSAL AFFIDAVIT OF  
NON PARTICIPATION INSERT**

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

RECEIVED



I acknowledge that I am the spouse of a liquor license holder. My signature below confirms that I will not have any interest, directly or indirectly in the operation of the business (§53-125(13)) of the Liquor Control Act. I will not tend bar, make sales, serve patrons, stock shelves, write checks, sign invoices, represent myself as the owner or in any way participate in the day to day operations of this business in any capacity. The penalty guideline for violation of this affidavit is cancellation of the liquor license.

I acknowledge that I am the applicant of the non-participating spouse of the individual signing below. I understand that my spouse and I are responsible for compliance with the conditions set out above. If, it is determined that my spouse has violated (§53-125(13)) the commission may cancel or revoke the liquor license.

Kelly A Sieck  
Signature of **NON-PARTICIPATING SPOUSE**  
Kelly A Sieck  
Print Name

Christopher C Sieck  
Signature of **APPLICANT**  
Christopher C Sieck  
Print Name

State of Nebraska, County of Douglas

State of Nebraska, County of Douglas

The foregoing instrument was acknowledged before me  
this June 3, 2022 (date)

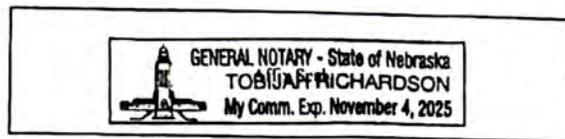
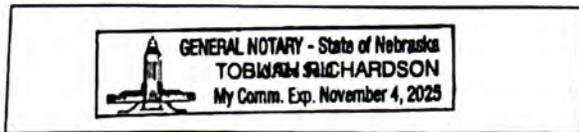
The foregoing instrument was acknowledged before me  
this June 3, 2022 (date)

by Tobiah Richardson  
Name of person acknowledged  
(Individual signing document)

by Tobiah Richardson  
Name of person acknowledged  
(Individual signing document)

[Signature]  
Notary Public Signature

[Signature]  
Notary Public Signature



In compliance with the ADA, this spousal affidavit of non participation is available in other formats for persons with disabilities.  
A ten day advance period is requested in writing to produce the alternate format.

# Congratulations!

You have successfully completed the ServSafe® Training and Certificate Program. This is your official ServSafe Alcohol Certificate Card and provides confirmation that you have studied, and are knowledgeable about, how to serve alcohol responsibly.

Thank you for participating in the ServSafe Alcohol program. Responsible alcohol service begins with the choices you make, and ServSafe Alcohol training will help you make the right decision when the moment arises.

By completing the ServSafe Alcohol program, you show your dedication to safe and responsible alcohol service. The ServSafe Alcohol program and the National Restaurant Association are dedicated to helping you continue to raise the bar on alcohol safety.

To learn more about our full suite of responsible alcohol service training products, contact your State Restaurant Association, your distributor or visit us at ServSafe.com.

We value your dedication to responsible alcohol service and applaud you for making the commitment to keep your operation, your customers and your community safe.

Sincerely,



Sherman Brown

Executive Vice President, National Restaurant Association Solutions

  
National Restaurant Association  
**ServSafe Alcohol® CERTIFICATE**

ID # 21797809  
CARD # 22141166



CHRISTOPHER SIECK

NAME

5/19/2022

DATE OF EXAMINATION

Card expires three years from the date of examination. Local laws apply.

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17110801 v.1711

Sherman Brown  
Executive Vice President, National Restaurant Association Solutions

This certificate confirms completion of the ServSafe Alcohol® responsible alcohol service program.

In Alaska you must laminate your card for it to be valid.

NATIONAL  
RESTAURANT  
ASSOCIATION

233 South Wacker Drive  
Suite 3600  
Chicago, IL 60606-6383  
1.800.SERVSAFE  
312.715.1010 In the Chicago area  
ServSafe.com

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17110801 v.1711





**Jim Pillen**  
Governor

**STATE OF NEBRASKA**  
**NEBRASKA LIQUOR CONTROL COMMISSION**

**Hobert B. Rupe**  
*Executive Director*  
301 Centennial Mall South  
P.O. Box 95046  
Lincoln, Nebraska, 68509-5046  
Phone (402) 471-2571  
Fax (402) 471-2814 or (402) 471-2374  
TRS USER 800-833-7352 (TTY)  
Web Address <https://www.lcc.nebraska.gov>

Today's Date: \_\_\_\_\_

From: \_\_\_\_\_

To: \_\_\_\_\_

**I have attached a copy of a new corporate manager application submitted to the Nebraska Liquor Control Commission. Please complete the following information below to indicate your recommendation.**

Licensee Name: \_\_\_\_\_

Trade Name (DBA): \_\_\_\_\_

License Number: \_\_\_\_\_

Manager Name: \_\_\_\_\_

Due Date: \_\_\_\_\_

APPROVED

NO LOCAL RECOMMENDATION

DENIED

COMMENTS: (YOU MAY ATTACH MINUTES AND/OR ADDITIONAL NOTES)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Clerk's Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Kim Lowe**  
*Commissioner*

**Bruce Bailey**  
*Chairman*

**Harry Hoch**  
*Commissioner*



*City of Seward*  
Police Department  
Chief Brian W. Peters

148 South 1<sup>st</sup> Street  
Seward, NE 68434  
Ph: 402-643-6164 Fax: 402-643-6785

February 22, 2023

Derek Bargmann  
City Clerk  
City of Seward, Nebraska

RE: Liquor License Application – Casey's General Store (2605 Progressive Road)

Derek,

There are no pertinent negative contacts on record with the Seward Police Department regarding Christopher C. Sieck. Therefore, we recommend approval of her Manager Application to the Nebraska Liquor Control Commission.

Feel free to contact me if you have any questions.

Regards,

Brian W. Peters  
Chief of Police

5. Update on the Wellness Center - City Administrator Butcher
  - A. Authorization to Negotiate a Contract for Construction-Manager-At-Risk with Sampson Construction

**CITY ADMINISTRATOR'S REPORT**

## CITY ADMINISTRATORS REPORT – 3/7/23

- Monitoring a number of street projects on East Seward (construction), 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, working with Commission on Building Design RFP.
- 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 including metering.
- Ordered RDG Planning to complete blight study request.
- Met with BVH and Wellness Center Committee on design updates.
- Conducted CMR Interviews with Wellness Center Committee, selection of Sampson Construction.
- Attended WWTP design meeting with City Council members and staff, received updated numbers. Working on funding mechanisms with SEH for increased estimated costs.
- Continue to work with new Water/Wastewater Director Brandon Koll as he gets acquainted with position.
- Held LB 840 meeting.
- Continued 2023 comparability study with staff.
- Monitored a number of items related to open bid of the Water Tower project.
- Met with reps from Olsson for regular check in.
- Met with Water/Wastewater Team and City Engineer to discuss RO bypass project as it relates to the recent Dakota Well that has been installed.
- Assisted billing office with annual Net-Metering report.
- Met with Water/Wastewater Team, City Engineer, Zoning Administrator, and James Noe (Last Mile) about the Last-Mile point to point radio system and the current City information technology (I.T.) needs.
- Reviewed design agreement from Davis Design for the Fire Department.
- Met with City Engineer, Zoning Admin, Street Superintendent about the East Seward construction project and citizen/resident concerns, formulated action plans.
- Reviewed plan from local resident to build within the flood fringe, worked with staff and applicant to make action plan.
- Out of office on Wednesday March 1<sup>st</sup> to assist with father who was placed in home hospice.

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

### **Police Department**

- Civil Service testing and interviews 2/28/23.
- Firearms familiarization and qualification shooting.
- BRAN meeting 2/27/23.

### **City Clerk/Human Resources/City Hall**

- Reviewed update from NPPD for new City website.
- CCCFF Grant.
- Reviewed minutes from 2/21/23 council meeting.
- Vendor thank yous for annual employee appreciation.
- Civil Service testing 2/28/23 at library.

### **Water/Wastewater Department**

- Sewer plug near 1102 N. 6<sup>th</sup> Street.
- Camera a number of sewer lines from Hillcrest to North Ave.
- Routine sampling and analyzation of samples.

- Working on meter items.
- Finalizing last items for new gas pump system at WWTP.
- Working on WWTP design and Water Tower bid questions.
- Cleaned the R.O. membranes at the WTP.

#### **Parks and Rec/Cemetery/Golf/Pool**

- Spring youth sports registration still open.
- Cleaning and maintaining flowerbeds.
- Tree Trimming and removal.
- Ballfield Maintenance.
- Pouring cart paths at golf course.
- Working on plans for new campgrounds.

#### **Civic Center**

- Meetings as usual.
- Meeting with building subcommittee and Administration on 2/23/23.

#### **Electric Department**

- Follow up on ALLO installations.
- Work on Petsource service.
- Set S&C basements at Tenneco and terminated wire.
- Repaired underground wire on Northern Heights.

#### **Street Department**

- Burn pile burnt.
- Tree removals.
- Pot hole repairs.

#### **Library**

- Children's programs continue through March.
- Library Board Meeting 3/1/23.
- Line Dancing was held.
- Reorganization of Heritage Room.
- Cleaning lower level staff storage room.
- Becky Baker attended NLA Advocacy Day in Lincoln.

#### **Building Inspection/Planning Department**

- Planning Commission Meeting March 13 at the Municipal Building regarding special use permit for daycare/preschool over 6 kids.
- Board of Adjustments was held on 3/1/23, did not have a quorum. Will reschedule to deal with Black Hills fence item.
- Attended East Seward Street construction project pre-con meeting.
- Inspections and plan reviews.
- Working with SCCDP and Street Department on downtown signage.

#### **Engineering**

- Water Tower bidder questions, bids open 3/29.
- East Seward Street – Pre-Con meeting.
- Gathering items for Plum Creek Bridge Project.
- WWTP design meeting with SEH, Administration, and councilmembers.

#### **Finance Dept.**

- Shut off and monthly billing items.
- Kirsten out on maternity leave, Rhonda filling in for meter read.

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