

**IN LIEU OF  
DIRECTORS' MEETING  
DECEMBER 22, 2014**

**I. CITY CLERK**

**II. MAYOR**

1. NEWS RELEASE. Street crews preparing for potential snow and ice.
2. Administrative Regulation #4; Mileage Reimbursement Rates. Effective: January 1, 2015.

**III. DIRECTORS CORRESPONDENCE**

**CITIZEN INFORMATION CENTER**

1. City of Lincoln street condition update: Thursday, December 18, 2014, 9:40 a.m.

**PLANNING DEPARTMENT**

1. Administrative approvals by the Acting Planning Director from December 9, 2014 through December 15, 2014.

**URBAN DEVELOPMENT/ HOUSING REHAB & REAL ESTATE DIVISION**

1. Street and alley vacation, No. 14009. Viewpoint Drive north of Karl Ridge Road.
2. Street and alley vacation, No. 14011. Street right-of-way and east/west alley east of SW 6<sup>th</sup> Street near B Street.
3. Street and alley vacation, No. 14012. Y Street between 10<sup>th</sup> and 11<sup>th</sup> Streets.
4. Street and alley vacation, No. 14013. Russwood parkway.

**IV. COUNCIL MEMBERS**

**V. CORRESPONDENCE FROM CITIZENS**

1. LES Administrative Board revised meeting for December 19, 2014.

**PUBLIC WORKS AND UTILITIES DEPARTMENT**

Engineering Services, 901 W. Bond Street, Suite 145, Lincoln, NE 68521, 402-441-7711

**FOR IMMEDIATE RELEASE:** December 17, 2014

**FOR MORE INFORMATION:** Al McCracken, Engineering Services, 402-430-4035

**STREET CREWS PREPARING FOR POTENTIAL SNOW AND ICE**

With the National Weather Service (NWS) predicting snowfall tonight, City Public Works and Utilities street maintenance crews began applying anti-ice brine to all main arterials at midnight. The anti-icing effort will continue throughout the day until all major routes have been covered.

The NWS predicts the heaviest snowfall to be from midnight to 6 a.m. Thursday. Street Maintenance officials will continue to monitor the storm today and will be prepared to deploy material spreaders at the appropriate time.

For more information on City snow operations, visit [lincoln.ne.gov](http://lincoln.ne.gov) (keyword: snow).

# CITY OF LINCOLN ADMINISTRATIVE REGULATION #4

<b>SUBJECT:</b> MILEAGE REIMBURSEMENT RATES	<b>EFFECTIVE DATE:</b> January 1, 2015	<b>A.R. NUMBER:</b> 4
<b>APPLIES TO:</b> ALL DEPARTMENTS	<b>REPLACES:</b> AR #4 Issued 01-01-2014	<b>PAGE 1 of 1</b>

**PURPOSE:** To establish mileage reimbursement rate paid to city employees when using personally owned vehicles for official city business.

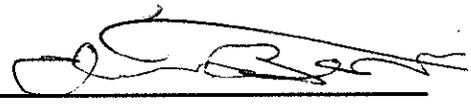
**SCOPE:** Applies to all employees.

**POLICY:** Effective January 1, 2015, city employees, who are authorized by their Department Director to use a personal vehicle for official city business, shall be reimbursed at a rate of fifty-seven and one half (57 ½) per mile for each mile traveled pursuant to Administrative Regulation #9.

Each employee shall be required to submit a signed claim documenting the mileage to the Director or Department Head on the last working day of each month. A copy of the mileage record shall be attached to the claim requesting reimbursement.

Directors and/or Department Heads must approve the mileage claim and forward it to the City Controller. In most cases, reimbursement will be made in approximately ten (10) days after the employee submits the mileage claim.

  
Administrative Assistant

  
Mayor

# **CITY OF LINCOLN STREET CONDITION UPDATE**

**A COMPLETE VOICE REPORT IS AVAILABLE AT 402-441-7783. THIS NUMBER IS FOR NEWS MEDIA USE ONLY.**

**For more information:**

**Public Works Snow Center -- 441-7644**

**Citizen Information Center -- 441-7547**

**Date: Thursday, December 18, 2014**

**Time: 9:40 a.m.**

City street maintenance crews engaged in a full-scale material spreading operation as snow began to accumulate at about 5 a.m. Overnight crews have been applying material as needed since the snow began to fall around 2:30 a.m. In the current full-scale operation, material spreaders have been deployed on all 19 major routes.

Citizens are asked to call the Public Works Snow Center at 402-441-7644 to report any trouble spots. Lincoln Police Department reports a total of 28 accidents as of 9 a.m. today. Motorists are advised to exercise caution when driving. StarTran reports that buses are generally running on time with some routes delayed about five minutes.

Please stay informed on the status of snow operations in Lincoln. Additional information is available on the City website at [lincoln.ne.gov](http://lincoln.ne.gov) and in the blue pages of your phone directory. If you have questions, you may call the Public Works Snow Center at 402-441-7644.



# Memorandum

**Date:** ♦ December 16, 2014  
**To:** ♦ City Clerk  
**From:** ♦ Amy Hana Huffman, Planning Dept.  
**Re:** ♦ Administrative Approvals  
**cc:** ♦ Mayor Chris Beutler  
Planning Commission  
Jean Preister, Planning Dept.

This is a list of the administrative approvals by the Acting Planning Director from December 9, 2014 through December 15, 2014:

**Administrative Permit No. 14004** approved by the Acting Planning Director on December 10, 2014, requested by Verizon Wireless, to install personal wireless services facilities consisting of mounting rooftop antennas and a ground-based equipment shelter, on property generally located at 600 W. E Street.

**Administrative Amendment No. 14075** to Use Permit No. 128B, Morning Glory Estates, approved by the Acting Planning Director on December 9, 2014, requested by Olsson Associates, to amend the site plan by revising Lots 12 and 14, adding Lot 18, and amending the Land Use table, on property generally located at N. 84<sup>th</sup> Street and Holdrege Street.

**Administrative Amendment No. 14086** to Change of Zone No. 2179G, Central Park South, approved by the Acting Planning Director on December 10, 2014, requested by Olsson Associates, to rearrange the parking lot landscaping by removing 5 perimeter trees and adding 3 parking lot trees, on property generally located at R Street and N. 50<sup>th</sup> Street.

**Administrative Amendment No. 14092** to Use Permit No. 145A, Pine Lake Plaza Office Park, approved by the Acting Planning Director on December 9, 2014, requested by Olsson Associates, to expand the number of lots in Block 3 from six to seven by dividing former Lot 1 to create Lots 1 and 7, on property generally located at South 84<sup>th</sup> Street and Highway 2.

City/County Planning Department  
555 S. 10<sup>th</sup> Street, Ste. 213 • Lincoln NE 68508  
(402) 441-7491



**Administrative Amendment No. 14094** to Special Permit No. 511A, Arnold Heights CUP, approved by the Acting Planning Director on December 11, 2014, requested by Civil Design Group, to reduce the front and side yard setback, lot area and average lot width to allow the construction of a single family detached house, on property generally located at 5436 W. Hughes Street.

**Administrative Amendment No. 14095** to Special Permit No. 1674, Cheney Ridge CUP, approved by the Acting Planning Director on December 11, 2014, requested by Civil Design Group, to revise the site plan to show the building envelope as approved by the Planning Commission and to modify note #28 accordingly, all to make clear that a shelter for the mailbox cluster unit can be constructed north of the clubhouse, on property generally located at S. 84<sup>th</sup> Street and Cheney Ridge Road.

**Administrative Amendment No. 14096** to Special Permit No. 1665C, Van Dorn Meadows CUP, approved by the Acting Planning Director on December 11, 2014, requested by Civil Design Group, to revise the site plan to add an additional lap pool near the clubhouse, and to delete the individual building envelopes for each apartment building and instead show a single building envelope for the entire apartment area, on property generally located at S. 70<sup>th</sup> Street and Van Dorn Street.

*C:\Users\ncsjlp\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\BYSDQI7Q\AA weekly approvals City.wpd*

**City/County Planning Department  
555 S. 10<sup>th</sup> Street, Ste. 213 • Lincoln NE 68508  
(402) 441-7491**

## INTEROFFICE MEMORANDUM

TO: Mayor Beutler  
& City Council Members

FROM: Clinton W. Thomas

DEPARTMENT: City Council Office

DEPARTMENT: Housing Rehab & Real Estate Division

ATTENTION:

DATE: December 15, 2014

COPIES TO: Teresa J. Meier  
David R. Cary  
Jeff Kirkpatrick  
Byron Blum, Bldg & Safety  
Jean Preister, Planning  
Sandy Dubas, City Clerk's Office  
Jamie Phillips, Mayor's Office

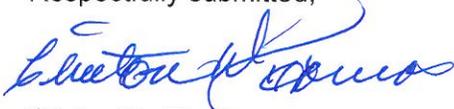
SUBJECT: Street & Alley Vacation No. 14009  
Viewpoint Drive north of  
Karl Ridge Road

A request has been made to vacate Viewpoint Drive north of Karl Ridge Road in conjunction with the sale of surplus City property north of Viewpoint Drive. Once the area is vacated, it will be sold to the developer to the north who intends to use only 32 feet of the vacated right-of-way and deed the remaining 28 feet to each of the abutting property owners. Staff has indicated the existence of water and sewer utilities within the right-of-way and easements would be required for future and existing utilities. Since the developer intends to deed nearly half of the area to abutting property owners and the vacation of this area will facilitate the sale of City property which is beneficial to the City as a whole, a nominal amount of \$0.15 per square foot is considered appropriate for the value of the area to be vacated. The calculations are as follows:

6,860 sq. ft. X \$0.15/sq. ft. = \$1,029.00 Called \$1,000.00

Therefore it is recommended if the area be vacated it be sold to the developer purchasing the City's surplus property to the north for \$1,000.

Respectfully submitted,



Clinton W. Thomas  
Certified General Appraiser #990023

## INTEROFFICE MEMORANDUM

TO: Mayor Beutler  
& City Council Members

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DEPARTMENT: City Council Office

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SUBJECT: Street & Alley Vacation No. 14011  
Street Right-of-Way & East/West Alley  
east of SW 6<sup>th</sup> Street near B Street

A request has been made to vacate an alley and street stub located north of B Street on the east side of SW 6<sup>th</sup> Street. The area was viewed and appears as a portion of the abutting property. Electric lines were noted along SW 6<sup>th</sup> Street as well as a fire hydrant indicated the existence of a water main in SW 6<sup>th</sup> Street. Staff has reported, however, there are no utilities located within the area to be vacated.

Areas such as these have little value, in and of themselves, but will take on the value of the abutting property once they are assembled into it. The abutting property is estimated to have a value in the range of \$1.00 to \$1.50 per square foot. The entire area of the vacated street right-of-way and a portion of the alley to be vacated are assumed to be within the typical setback for the area and therefore would be unbuildable. However, a portion of the alley is outside the setback and could be utilized for development purposes. Staff has indicated that a conservation easement should be retained over the entire area to be vacated which would restrict the use of any of that area to open space or some use that did not diminish its water-storage capacity. As such, a nominal value of \$0.25 per square foot is considered appropriate. The area to be vacated is calculated at 4,240 square feet. The calculations are as follows:

$$4,240 \text{ sq. ft.} \quad \times \quad \$0.25/\text{sq. ft.} \quad = \quad \$1,060.00$$

Therefore it is recommended if the area be vacated it be sold to the abutting property owner for \$1,060.

Respectfully submitted,



Clinton W. Thomas  
Certified General Appraiser #990023

## INTEROFFICE MEMORANDUM

TO: Mayor Beutler  
& City Council Members

FROM: Clinton W. Thomas

DEPARTMENT: City Council Office

DEPARTMENT: Housing Rehab & Real Estate Division

ATTENTION:

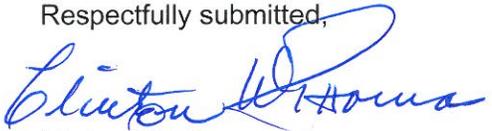
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Jean Preister, Planning  
Sandy Dubas, City Clerk's Office  
Jamie Phillips, Mayor's Office

SUBJECT: Street & Alley Vacation No. 14012  
Y Street between 10<sup>th</sup> & 11<sup>th</sup> Streets

A request has been made by the University of Nebraska - Lincoln to vacate a portion of Y Street east of North 10<sup>th</sup> Street. As part of the request, they have agreed to dedicate additional land east of the area to be vacated and exchange it for the vacated street right-of-way. The two strips to be vacated are essentially equal in area and since it is beneficial to both parties to do the exchange it is recommended that if the street be vacated it be exchanged to the University of Nebraska at no additional cost.

Respectfully submitted,



Clinton W. Thomas  
Certified General Appraiser #990023

## INTEROFFICE MEMORANDUM

TO: Mayor Beutler  
& City Council Members

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DEPARTMENT: City Council Office

DEPARTMENT: Housing Rehab & Real Estate Division

ATTENTION:

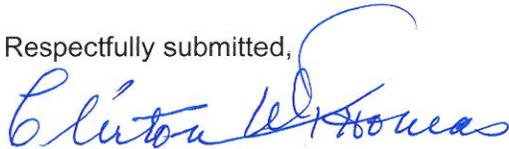
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Jamie Phillips, Mayor's Office

SUBJECT: Street & Alley Vacation No. 14013  
Russwood Parkway

A request has been made to vacate a portion of Russwood Parkway in conjunction with the development of the site along the east side of Russwood Parkway north of O Street. As part of the development, the developer has agreed to dedicate additional street right-of-way south of the portion to be vacated in exchange for the area of vacation. Since the area being dedicated is larger than the area the City is vacating it seems to be in the best interest of the City to vacate the area being requested and exchange it for the area of dedication. Therefore, it is recommended that if the area be vacated it be exchanged to the developer for the additional dedicated street right-of-way at no additional cost.

Respectfully submitted,



Clinton W. Thomas  
Certified General Appraiser #990023



1040 O Street, P.O. Box 80869  
Lincoln, NE 68501-0869

**\*\*\*REVISED\*\*\***

**AGENDA  
LES ADMINISTRATIVE BOARD**

Friday, December 19, 2014

10:00 A.M.

Walter A. Canney Service Center  
Training Facility  
2620 Fairfield

**10:00 A.M.**

- 1. Call to Order**
- 2. Approval of Minutes of the November 21, 2014 Regular Meeting of the LES Administrative Board**
- 3. Comments from Customers**
- 4. Introduction and Recognition of Staff**
  - A. 20 Years – Beverly Skolnik, Customer Contact Center Representative, Customer Services
- 5. Committee Reports**
  - A. Report of Nominating Committee – 2015 Board Officers
  - B. Operations & Power Supply Committee
  - C. Budget & Rates Committee
    - \*1. Adoption of Revisions to LES Rate Schedules and Service Regulations – LES Resolution 2014-14
  - D. Personnel & Organization Committee
    - \*1. Approval of Personal Leave Accumulation Modification for 2015 – LES Resolution 2014-16
  - E. Finance & Audit Committee
    - \*1. Recommendation of Transfer to Rate Stabilization Fund for 2014 – LES Resolution 2014-17
  - F. Legislation & Governmental Affairs Committee
    - \*1. Approval of 2015 Legislative Guidelines
  - G. Communications & Customer Services Committee
- 6. Administrator & CEO Reports**
  - A. 2015 State Legislative Outlook
- 7. Chief Operating Officer's Reports**
  - A. Report on 2014 Sustainable Energy Program (SEP) and 2015 SEP Programs
  - B. LES Wind and Solar Projects Update
- 8. Other Business**
  - A. Monthly Financial and Power Supply Reports
  - B. Miscellaneous Information
- 9. Adjournment**

\* Denotes Action Items

**Next Regular Administrative Board meeting Friday, January 16, 2015.**