

DIRECTORS' MEETING
MARCH 16, 2015
555 SO. 10TH STREET
BILL LUXFORD STUDIO
2:00 P.M.

I. CITY CLERK

II. MAYOR

1. NEWS RELEASE. Parks and Rec seeks input on dog parks.
2. NEWS RELEASE. Four Open House set for N.W. 48th Street project.
3. NEWS RELEASE. Ten Million from Antelope Valley must be used for streets.
4. NEWS RELEASE. Tree removal part of Van Dorn widening project.

III. DIRECTORS CORRESPONDENCE

HEALTH DEPARTMENT

1. Lincoln-Lancaster County Health Department Report, February, 2015.
2. Lincoln-Lancaster County Health Department meeting minutes of February 10, 2015.

PARKS AND RECREATION DEPARTMENT

1. Parks and Recreation lease agreement for golf carts and utility vehicles.

PLANNING COMMISSION

1. Lincoln-Lancaster County Planning Commission 2014 Annual Report.

IV. COUNCIL MEMBERS

V. CORRESPONDENCE FROM CITIZENS

1. Correspondence from Ed Ragatz of procedure of his snow removal damage claim.

PARKS AND RECREATION DEPARTMENT
2740 "A" Street, Lincoln, NE 68502, 402-441-7847

FOR IMMEDIATE RELEASE: March 10, 2015

FOR MORE INFORMATION: J.J. Yost, Parks and Recreation, 402-441-8255

PARKS AND REC SEEKS INPUT ON DOG PARKS

The Lincoln Parks and Recreation Department is seeking public input as it develops a master plan for its dog use facilities. The planning process will include an assessment of the existing dog runs – Rickman’s Run, 70th and Normal, and the Oak Creek Dog Run, Cornhusker Highway and North 1st Street. It will also include development of design standards and guidelines for existing and new facilities; development of guidelines for site selection of future facilities; and recommendations for policies and regulations related to the operation and maintenance of dog use facilities.

Over the next month, the public is encouraged to take a brief survey on the existing dog runs through **“Open Lincoln”** at lincoln.mindmixer.com (a link is also available at lincoln.ne.gov). The survey can also be accessed at parks.lincoln.ne.gov, and paper copies are available at the Parks and Recreation office, 2740 “A” Street, Lincoln, NE 68502.

A draft master plan is scheduled to be presented to the Parks and Recreation Advisory Board in mid-summer. The final plan will be used in updating the department’s 10-year facilities plan. Updates on the master planning process will be posted at parks.lincoln.ne.gov. For more information, contact J.J. Yost, Planning and Construction Manager, at 402-441-8255.

PUBLIC WORKS AND UTILITIES DEPARTMENT

Engineering Services, 901 West Bond Street, Suite 100, Lincoln, NE 68521, 402-441-7711

FOR IMMEDIATE RELEASE: March 10, 2015

FOR MORE INFORMATION: Erika Nunes, Engineering Services, 402-441-7711
Ryan Kosola, Olsson Associates, 402-310-2644
Lisa Sedivy, Olsson Associates, 402-458-5992

FOURTH OPEN HOUSE SET FOR N.W. 48TH STREET PROJECT

Tree removal to begin Monday

The public is invited to attend the fourth open house for the N.W. 48th Street widening project from 5:30 to 7:30 p.m. Thursday, March 19 at Arnold Elementary School, 5000 Mike Scholl Street. The two-lane street will be widened to a four-lane divided road between West Holdrege Street and West Adams Street. South of West Holdrege Street, the roadway has been designed as a six-lane road to match the Nebraska Department of Roads' interchange project, although only five lanes of N.W. 48th Street will be built first.

Construction between West Vine Street and West Adams Street is scheduled to begin the week of March 30. Some private utility construction has already started, and tree removals are expected to start this week in order to comply with the Federal Migratory Bird Act.

The section between West Adams Street and Highway 34 is not scheduled for construction at this time, but preliminary design plans have been completed.

Representatives from the City Public Works and Utilities Department, its consultants and the contractor will be available to discuss project phasing, the schedule and access during construction. No formal presentation is planned.

For more information about the open house, contact Lisa Sedivy, Olsson Associates, at 402-458-5992. Those attending should park north of the school, enter through door #13 and proceed to the Media Center. More information is available at nw48street.com. Those with questions about the project can contact Erika Nunes, City project manager, at 401-441-7711, or Ryan Kosola, Olsson Associates project manager, at 402-310-2644.

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ACCOMMODATION NOTICE

The City of Lincoln complies with Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973 guidelines. Ensuring the public's access to and participating in public meetings is a priority for the City of Lincoln. In the event you are in need of a reasonable accommodation in order to attend or participate in a public meeting conducted by the City of Lincoln, please contact the Director of Equity and Diversity, Lincoln Commission on Human Rights, at 402 441-7624 as soon as possible before the scheduled meeting date in order to make your request.

OFFICE OF THE MAYOR

555 South 10th Street, Lincoln, NE 68508, 402-441-7511

FOR IMMEDIATE RELEASE: March 11, 2015

FOR MORE INFORMATION: Tom Casady, Public Safety Director, 402-441-7071

Miki Esposito, Public Works and Utilities Director, 402-441-6173

**\$10 MILLION FROM ANTELOPE VALLEY
MUST BE USED FOR STREETS**

Mayor Chris Beutler today addressed two public misconceptions about the additional \$10 million the City will invest in street construction and repair. First, he said, it would be inappropriate to use funding originally intended for streets for another purpose. Secondly, the funds are not “found” money, but are the result of the final accounting of costs among federal, state and local partners on the closed transportation elements of the Antelope Valley Project.

“Ensuring the public has the facts they need to evaluate City needs is a high priority,” said Mayor Beutler. He announced the additional funding for street rehabilitation and repair last week as part of a plan that also includes the use of new technology to improve pothole repairs, the reconstruction and widening of arterials and an increase in residential street repair.

Public Safety Director Tom Casady said some members of the public have asked why the \$10 million cannot be redirected to the replacement of the 911 radio system and the new fire stations. Voters will decide April 7 whether to raise the City sales tax a quarter-cent for three years to fund the project. Casady and Beutler stress that this would divert money collected specifically for streets into other projects, and it would not be an appropriate use of the local and state funding. The City has been advised by Nebraska Department of Roads officials that reimbursement monies from gas tax expenditures must be used for transportation purposes only.

“These funds were collected for streets, and redirecting them to other purposes would not be acceptable to taxpayers, who tell us that investing in streets is a high priority,” Beutler said.

According to Public Works and Utilities Director Miki Esposito, the \$10 million is comprised of state gas tax, local wheel tax and federal transportation funding. “The \$10 million was collected for transportation and should be used only for transportation,” Beutler said. “That’s why we are devoting the funding to street repair and new technology that will make streets safer, smoother and more durable.”

- more -

Street Funds
March 11, 2015
Page Two

The funds will become available following action on Thursday of the Joint Antelope Valley Authority Board, an independent body comprised of the City of Lincoln, the Lower Platte South Natural Resources District and the University of Nebraska-Lincoln. The Board will close out several of the transportation elements of the Antelope Valley Project. Part of the final accounting of costs included an audit of the closed projects.

“We routinely use audits to ensure tax dollars are appropriately spent,” Beutler said. “In this case, a thorough examination of the books yielded two pieces of good news for Lincoln taxpayers. First, all transactions in this huge project were handled appropriately and secondly, \$10 million can be returned to the City to fix streets.”

Mayor Beutler also emphasized that the public safety projects and the street funding are both critical components in keeping the community safe. “Good leadership does not focus on one form of safety at the expense of another,” he said. “The 911 emergency radio system is important to the safety of both our first responders and the public. Relocating fire stations will reduce response times. Fixing streets makes them safer for drivers. All three are important to the continued growth of our community.”

PUBLIC WORKS AND UTILITIES DEPARTMENT

Engineering Services, 949 W. Bond Street, Suite 200, Lincoln, NE 68521, 402-441-7711

FOR IMMEDIATE RELEASE: March 12, 2015

FOR MORE INFORMATION: Jess Sundeen, Engineering Services, 402-416-5341
Erin Sokolik, Engineering Services, 402-416-9460

TREE REMOVAL PART OF VAN DORN WIDENING PROJECT

To prepare for a widening and resurfacing project on Van Dorn Street, several trees will be removed the week of March 16 on the north side of the street from 33rd to 37th street. This section of Van Dorn will be closed periodically from 8 a.m. to 3 p.m. for the tree removal.

Construction is scheduled to begin on Van Dorn from 33rd to 48th streets near the end of May. The trees must be removed by April 1 to comply with the Federal Migratory Bird Act. The City has marked the trees that will be removed. Some stumps will be ground down while others may remain for removal by the roadway contractor.

For more information on the tree removal or the project, contact Jess Sundeen, City Construction Project Manager (402-416-5341, jsundeen@lincoln.ne.gov), or Erin Sokolik, City Design and Construction Engineer (402-416-9460, esokolik@lincoln.ne.gov).

For more information on City construction projects, visit lincoln.ne.gov (keyword: projects).

DEPARTMENT REPORT

FEBRUARY, 2015

DIRECTOR'S OFFICE

- The Board of Health Luncheon and Awards Ceremony is scheduled for Wednesday, April 8, 2015 at the Bryan East Medical Plaza. David Cary from the Lincoln-Lancaster County Planning Department will be the keynote speaker.
- The Health Director attended the County Management Team's Mid-Year Legislative Retreat. She continues to serve on the Mayor's Legislative Review Team as well.
- The Health Director continues to meet with Lancaster County Emergency Management staff and an emergency care physician regarding medical direction in case of an emergency.
- The Health Director serves on the Community Health Endowment Board of Trustees and Funding Committee. The Funding Committee completed an initial review of grant applications for the coming year.
- The Health Director met with Public Works Officials regarding recycling efforts in the community.

ANIMAL CONTROL

Animal Control Stats

	Sep 12- Jan 13	Sep 13- Jan 14	Sep 14- Jan 15
Pet Licenses Sold	25527	25937	25703
Cases Dispatched	9785	9655	9651
Investigation	10405	10301	10359
Animals Impounded			
Dogs	593	612	561
Cats	476	522	557
Court Citations Issued	149	158	130
Warnings/Defects Issued	6814	7173	6858
Bite Cases Reported	185	170	187
Attack Cases Reported	20	13	25
Dogs Declared Pot. Dangerous	32	26	24

Dangerous Dogs	6	5	10
Animal Neglect Investigations	271	249	243
Injured Animal Rescue	255	258	296
Wildlife Removal	152	147	176
Dead Animal Pickup	741	647	777
Lost and Found Reports	1000	818	929
Phone Calls	20128	17656	17548
Average Response Time (in mins)	15	20	22

- Shelly Manning was hired in January as a full-time dispatcher replacing a vacancy that was created last fall after a resignation. Ms. Manning has background skills in dispatching that she brings from previous employment at StarTran.
- Animal Control staff participated in a large table top exercise on February 11th with over 125 other players and observers from Lincoln and surrounding areas. Capital Humane Society was a primary player and partner with Animal Control during the exercise. A lot was learned about communication and gave everyone an opportunity to apply their Incident Command and Unity of Command Training. Capital Humane and Animal Control will use the information and knowledge gained to refresh our current Disaster Emergency Plan for Animals.
- Animal Control staff continued work with the Quality Improvement Team and the Quality Council. Discussions about policies and procedures has benefited staff in Animal Control and provides a basis for bringing issues and challenges forward to the Quality Team.
- Wildlife calls, injured animal and dead animal calls, are higher for the September-January 2014-2015 period when compared to the same time frames over the past two years. The public has become more familiar with the city action line and more calls come to Animal Control from that source. Many of the calls are the public calling in to report dead animals on the road or in neighborhoods.
- Animal Control staff will be participating in two community events this year to promote license sales, rabies vaccinations and what we do. The first one is February 28th and March 1, 2015 at the Lancaster Event Center. The second one is hosted by the Capital Humane Society and will be held May 16th at Pioneers Park. We will be promoting our "TAG IT" campaign and providing information on Spay Neuter benefits, microchipping and responsible pet ownership. An Animal Control Officer will be at both events.

COMMUNITY HEALTH SERVICES

Information & Referral Branding Campaign

- Information & Referral (I&R) is a service in which nurses triage telephone calls from our patients of record and from the general public. I&R nurses have specialized skills aimed

at connecting callers to a source of health care in the community. Their skill set includes specialized training to help patients navigate very complex systems in order to obtain health insurance, if the patient is eligible.

- With the program goals and specific skill set of staff in mind, key I&R staff members met with a consultant, Clover Fredrick, to discuss current marketing strategies and recommend new messages and tactics to increase calls and visits to our I&R webpage *by those who are uninsured*. Many thanks to following staff who participated: Amber Woods, Anita King, Ann Bussey, Ashley Johnson, Barb Martinez, Bernice Afuh, and Sue Hempel.

Primary Audience

- People in poverty, unemployed or underemployed, uninsured.
- New to having insurance including Medicaid and not sure how to use it.
- People aging out of parent's insurance or foster care.

Some audiences also:

- Might be new to the city.
- May have mental health issues.
- Have immediate health needs.

Measurable Objectives

- Increase number of calls related to insurance by 25%.
- Increase visits to the I&R webpage by 25%.
- Increase visits to other clinic pages by 25%.
- Decrease the number of callers complaining about transfers or are unsure they've reached the right number by 25%.

Finalization of Messages and Tactics

Four tagline suggestions were developed.

1. Gateway to Care
2. Opening Doors to Healthcare
3. Your Healthcare Guides
4. Discover Your Path to Health
- 5.

Tagline #1, modified, received the most staff votes: *Your Gateway to Care*.

Using "Your Healthcare Guides" as a way to describe the nurses that answer the phones might provide clarification to callers.

Marketing Tactics Recommended by Consultant

Telephone

- Instead of answering the telephone by saying "Community Health Services", use "Your Gateway to Care". Our primary audience doesn't know what Community Health Services is.

- Create a system for follow-up for general public callers – end calls by asking for names, phone numbers and emails in order to follow up.
- Add training for all staff related to the purpose of I&R.
- Assure after-hours calls utilize a consistent message to reduce patient confusion.

Website

- Update main page of website
 - Change Page Title to “Health Services: Your Gateway to Care”
 - Re-write text to talk about finding a doctor or getting an appointment.

Overall Marketing

- Use an image as a consistent logo (like magnifying glass or road sign) on all materials and webpages.
- Create a visual description of all clinic services available that can be posted on the web (clickable to other services) and printed in a brochure.
- Create a thin magnet that can be mailed with the phone number and website address. Give to referring agencies or mail out to households in areas of poverty.
- Consider language translations on website and print.
- Update on-hold message with the City to promote the line.
- Add a short description of I&R to the Blue Pages.
- Consider dropping “Community Health Services” from the webpage. “Health Services” does a good job of explaining what the division does and the word Community is confusing.

Patient Satisfaction Survey Results

- Community Health Services and Dental Health & Nutrition staff conducted their quarterly patient satisfaction survey the week of February 9th. One hundred twenty eight (128) patients participated from the Dental Clinic, Home Visiting Services, Public Health Clinic (Immunization Clinic, STI Clinic, General Assistance Clinic, Refugee Clinic), and WIC. ***Overall, our services were rated 4.78 out of 5.0 by our patient in this time period.*** This was an increase from our average rating of 4.76 in October 2014. Other results were:

Language

Surveys are available in Arabic, English, Spanish, and Vietnamese. We do not ask a question on the survey about primary language spoken, thus a survey could be completed in English with the help of an interpreter.

- English Language Surveys = 108 (1 survey noted Karen translator.)
- Spanish Language Surveys = 14
- Arabic Language Surveys = 6

Did you have any problems scheduling your appointment for today?

- No = 98% (96% last survey)
- Yes = 2%
- Yes/No = <1% (answer written in)

Was the staff polite and friendly?

- Clinic Staff – Yes = 97% (100% last survey)
- Reception Staff – Yes = 97% (99% last survey)
- Interpreter – Yes = 96% (99% last survey)
- Other – Yes = 86% (100% last survey)

Were your questions answered?

- Yes=98% (100% last survey)

Were you given the information you needed?

- Yes= 98% (99% last survey)

Sample of Positive Comments (verbatim)

- Couldn't be better in my opinion 😊. Didn't even hurt yay! (Dental)
- Love prompt medical action and friendly staff (Dental)
- My son and I always receive excellent treatment (Home Visit)
- Im very happy I have none [no suggestions on how to improve services], just to let more parents know of your program. I love it, its very helpful and resourceful, very happy & satisfied. Thank you. 😊 (Home Visit)
- All the services are good and the appointments are on time. I was treated very well specially that I was new comer and I don't speak English. (Medical/Nurse)
- You do a wonderful job for us people in need. Thank you God bless you all. (Medical/Nurse)
- Just keep doing what you guys doing great job...(WIC)
- It goes very smoothly everytime I'm here. (WIC)
- Everything was great and respectful. I was treated with a good manner. (Blank Service)
- You guys are great! I love coming here! (Blank Service)

DENTAL HEALTH & NUTRITION SERVICES

WIC:

Caseload (Participation):

Total	3757
Main	2848
Cornhusker Clinic	909

Food: For July 2014 -

Food Monthly Obligations	\$ 244,091.64
Food Pkg Avg.	\$ 68.87
Women	\$ 44.16
Infants	\$ 143.54
Children	\$ 48.25

Mentoring:

(Number and school)

Students	
Interns	2 UNL – RD
Volunteers	2 UNL- RD
LMEP Residents	

Dental Halth

Number of clients served (unduplicated count): 498
 Number of client encounters (duplicated count): 541
 Number of patient visits (duplicated provider visits): 793
 Number of children served (unduplicated): 273 (55%)
 Number of Racial and Ethnic Minorities and White Non-English Speaking: 348 (70%)

Outreach:

Fluoride Varnish applications at Educare Center: 121 Early Head Start children
 Fluoride Varnish applications during WIC appointments: 64 WIC children and families
 5 children identified with urgent care needs receiving transportation and treatment services from Everett Elementary School

ENVIRONMENTAL PUBLIC HEALTH

Outdoor Air Quality Monitoring

Air Quality Goal

Protect human health by maintaining air quality at levels which do not impact human health and preventing illness and disease caused by poor air quality.

Methods/Strategies (What we do):

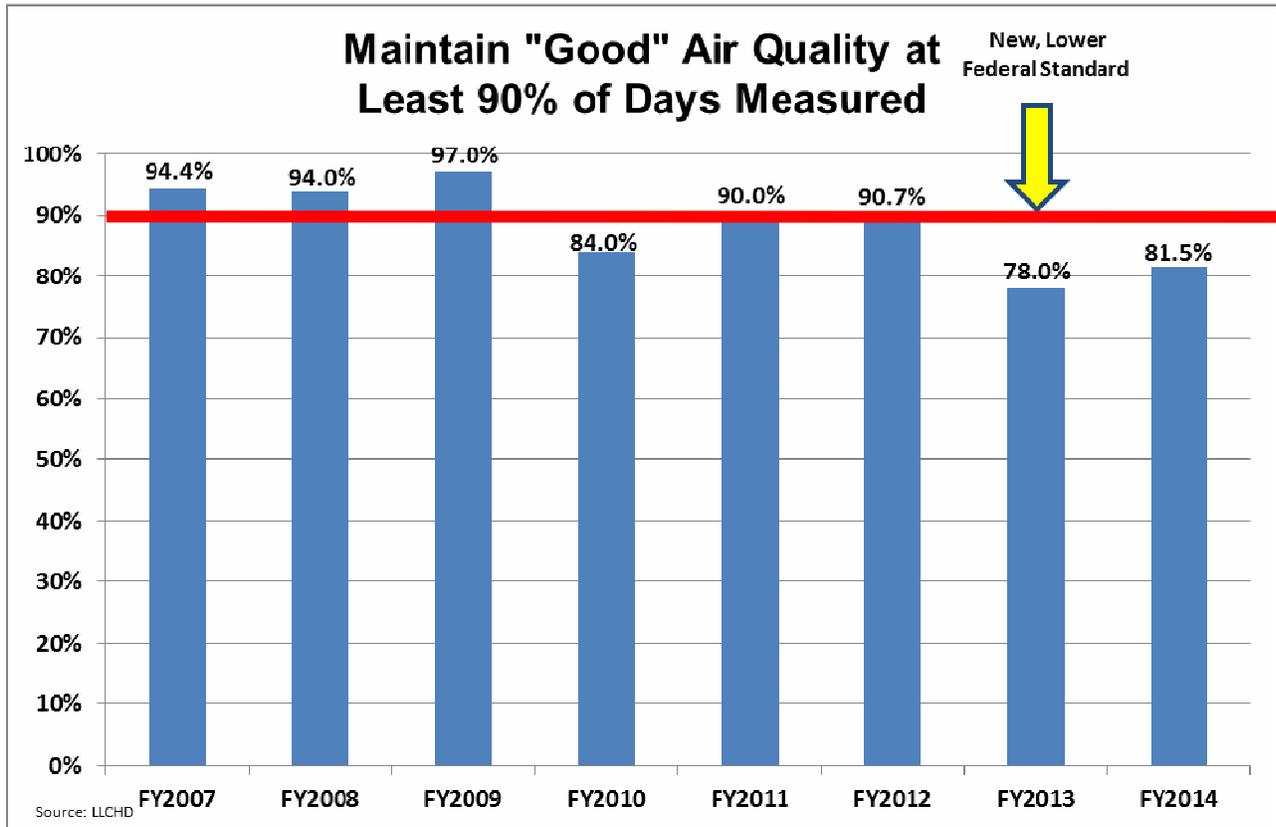
Monitor air for Particulate Matter (PM 2.5), and Ozone (O3).

Indicator

Maintain at least 90% of the year as “Good” air quality days.

Funding/Source:

Air pollution emission fees, user fees and grants fund 100% of the program.



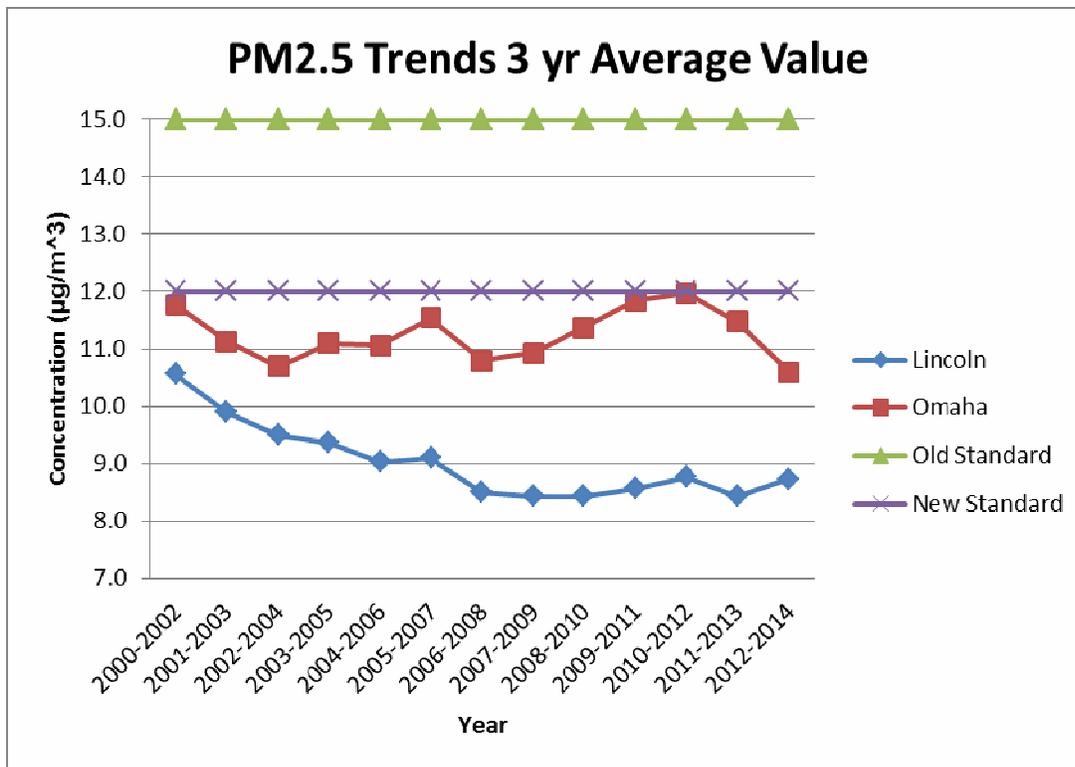
Description

The Health Department has been delegated authority by EPA and NDEQ to manage the Title V Operating Permits program and to regulate other sources of air pollution in Lincoln and Lancaster County. Local regulations reflect Federal and State air quality laws. The Air Pollution Control Advisory Board advises Health on all air quality matters.

Particulate Matter

Lincoln's air quality is monitored 24/7 for very small particulate matter, called "PM 2.5." NDEQ provided grant funding for a new monitor (Beta Attenuation Monitor) and it will be installed in the Spring of 2015. Higher levels of PM2.5 can trigger heart attacks, asthma attacks and breathing problems for people with COPD. PM 2.5 is the primary reason for poorer air quality days. In December 2012, the Federal standard for the annual average for PM2.5 was lowered from 15 ug/m3 to 12 ug/m3. The Air Quality Index has also been modified to reflect this change.

As expected, this resulted in Lincoln not being able to meet our goal of 90% of days being "Good" for air quality. In 2014, only 81.5% of days met the goal of "Good" air quality. However, Lincoln is not in jeopardy of being out of compliance with the Federal Standard at this time (see PM2.5 Trends 3yr Average Value chart). And the majority of days that were poorer air quality were in the "moderate" category, which does not pose significant health risks. However, as noted below, the Flint Hills burning did result in several days with very high particulate levels that do pose health risks to the public.



Ozone

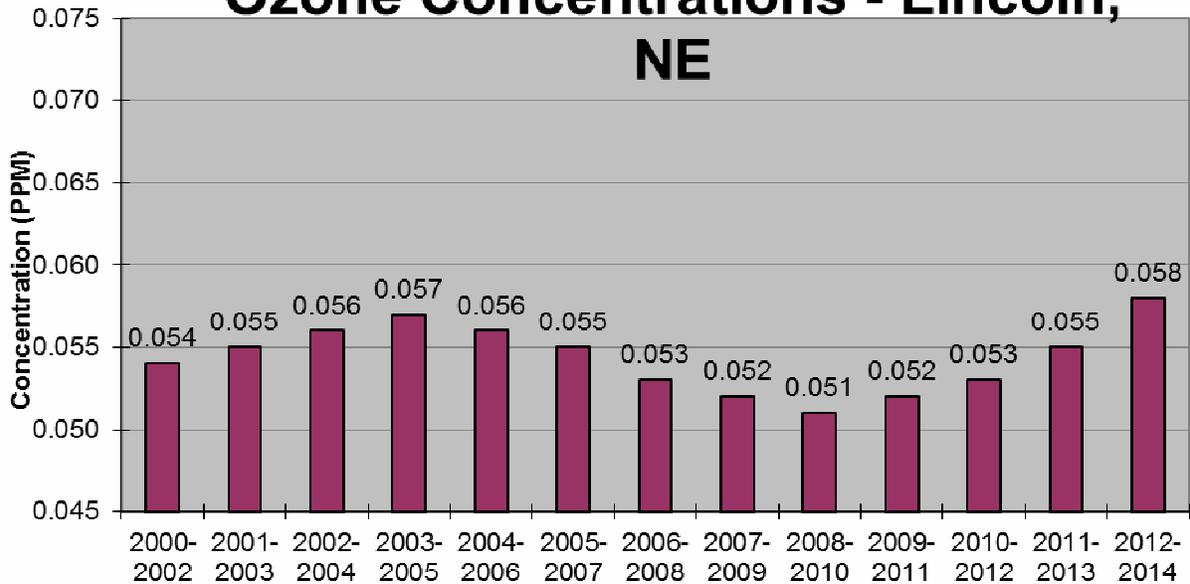


Ozone is monitored in warm weather months. Ozone is associated with aggravation of COPD, asthma, and irritation of the lungs. The current standard is 75 parts per billion (or 0.075 parts per million). Lincoln has maintained Federal “attainment” status for air quality for over a decade. The vast majority of days were in the “Good” air quality category for Ozone, but monitoring has detected a slowly rising average level of Ozone, the reason for which is unclear.

Maintaining attainment status assures

health risks are kept low and prevents onerous Federal air quality requirements which could dampen economic development. New Ozone monitoring equipment was purchased through NDEQ grant funds and was installed in April of 2014.

Three Year Averages 4th Highest Ozone Concentrations - Lincoln, NE



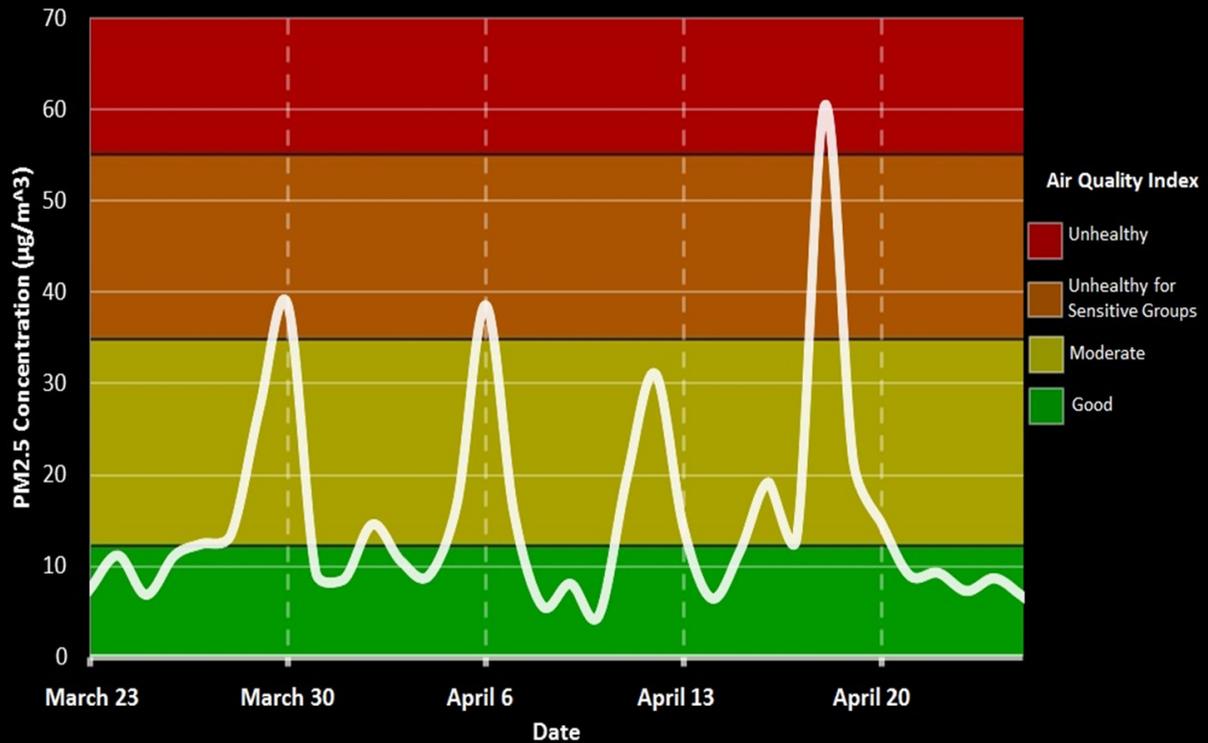
Lincoln Recognized for Clean Air

Lincoln was once again recognized by the American Lung Association in their *State of the Air* report for being one of the cleanest cities for Ozone in the nation. Ozone forms when the sun interacts with VOCs (hydrocarbons) and Nitrogen Oxides (NOx), the two largest sources of which are vehicles and industry. Of note, the largest industrial source of NOx in Lancaster County, NPPD Sheldon Station, reduced emissions of NOx by over 50%, from 6293 tons in 2011 to 2807 tons in 2014. With this reduction, vehicles are now the largest source of NOx. NOx is also emitted from agricultural field burning. Ozone irritates mucous membranes and impairs lung function, especially impacting people with asthma and COPD. The Federal ozone standard is currently 0.075 parts per million (ppm), but it is expected to be lowered this year. Our most recent data indicates that Lincoln will remain below National Ambient Air Quality Standards. Newer vehicles with lower pollution emissions and more people commuting by bicycle, bus and walking help keep our air quality good. Most growing communities see increasing levels of ozone primarily due more vehicles and sprawl, which increases vehicle miles driven.

Where there's Smoke there's Particulate Matter

Smoke from open burning and fires have many toxic components, including extremely small particles (called PM2.5) that embed deep in the lungs. Higher levels of PM2.5 can trigger heart attacks, asthma attacks and breathing problems for people with COPD. While nearby burning in the County does contribute to PM2.5 levels, agricultural burning of over hundreds of thousands of acres of grass in the Flint Hills area of Kansas often results in large amounts of smoke coming into Lincoln causing health concerns and drastically increasing our PM2.5 levels. 2013 was the worst year for such impact on record. Air Quality staff use internet resources to watch and predict smoke impacts from open burning and issued Health Alerts and Health Advisories.

Fine Particulate Pollution 24-hr Average Early Spring 2014 Lincoln, NE



Source: LLCHD Air Quality Program 5/14



Another event each year results in very high particulate levels – the 4th of July. Similar Health Advisories are issued regarding the health risks posed by smoke emitted by fireworks. In addition, staff carefully review requests for open burning in the County to protect the public's health.

HEALTH DATA & EVALUATION

- The tabletop exercise (TTX) on February 11th was very successful in terms of participation with some 135 individuals representing 45 in attendance. The scenario was an F4 tornado on a path that struck Hallam in 2004 continued to Lincoln and destroyed homes and infrastructure in South and East Lincoln. The objective was to test current plans and to work through how each agency or organization would respond as well as to test how the Emergency Operations Center (EOC) would function. Elected officials, state emergency management and state health officials also discussed what their roles would be in such a natural disaster. To the extent that current plans are not in place or need to be modified, the outcome of the exercise will result in improved plans. On March 10th, there will be meeting to debrief develop the after action report (AAR) and improvement plan. Our Public Health Emergency Response Coordinator, Randy Fischer, planned the exercise along with Lancaster County Emergency Management, our local hospitals and other members of the Lincoln-Lancaster County Healthcare Coalition, LFR, LES and the Lincoln Water System as well as other parts of the Department of Public Works and Utilities. As newer members of the healthcare coalition, the nursing homes and assisted living facilities in particular, had to address issues such as patient transfers and patient tracking that would be happening if the scenario were real.
- It appears that the local flu activity is now past its peak even though still elevated. We can expect flu cases through April and possibly into May, but if the recent trends continue the worst may be behind us. There's also been a slowdown in the number of confirmed cases of pertussis in recent days so hopefully we are past the peak.
- HDE staff members are working on updating the community health needs assessment that we accomplished with the MAPP (Mobilizing for Action through Planning and Partnerships) process starting in 2010 and that we finished in 2011. In addition, we will be reporting on progress of actions identified in the CHIP (Community Health Improvement Plan) that was developed based upon the priority needs identified in the MAPP process. Our community partners, especially the hospitals, will be asked to reconvene and contribute to the updates in these plans.

HEALTH PROMOTION & OUTREACH

HPO Chronic Disease Prevention and Minority Health

- Staff has provided leadership to the partners of the Crusade Against Cancer coalition in planning the March Campaign Against Colon Cancer. In 2015, it is estimated that 850 Nebraskans will be diagnosed with colorectal cancer and 340 will die from the disease. Over the past ten years, the incidence and deaths from colorectal cancer in Nebraska have been decreasing but still remain higher compared to the rest of the United States. The goal of the 'Crusade' is to raise public awareness about colorectal cancer and to increase screening rates for the disease. Colon cancer is considered a nearly preventable disease with recommended screening. Crusade members include: American Cancer Society;

Bryan Health; CHI Health St. Elizabeth; Consultants in Gastroenterology, PC; Gastroenterology Specialties, PC; Lancaster County Medical Society; Lincoln-Lancaster County Health Department; Lincoln Surgical Group; Nebraska Cancer Research Center; Surgical Associates, PC; and local volunteers. This year, 35 pharmacies in Lincoln and Waverly are participating in the distribution of the free colon cancer screening kits throughout the month of March. Among the media events that are planned is an evening lighting ceremony at the State Capitol. From March 6th through March 8th the Capitol will glow blue at night in recognition of March as Colon Cancer Awareness Month.

- Staff provided information on pedestrian and bicycle safety to children and adults at the annual Lincoln Children's Museum's Safe Kids, Smart Kids event. The "Safer Journey" pedestrian and bicycle computer education modules help children learn safe pedestrian and bicycle behaviors. Staff assist the children with the modules and are available for further questions by the children and accompanying adults. Approximately 400 children and adults attended this safety fair.

Injury Prevention

- Safe Kids Lincoln-Lancaster County partnered with the Lincoln Children's Museum for their 2nd annual Safe Kids, Smart Kids event. All 6 Safe Kids task forces participated, providing interactive educational activities addressing home safety, water safety, fire and burn prevention, bike and pedestrian safety (see above), sports injury prevention, and child passenger safety. Staff and task force partners provided demonstrations, hands-on activities, and information on each of the six injury areas. The Safe Kids partnership with the Children's Museum provides a fun learning environment for families to better understand how to protect children from the leading causes of childhood unintentional injury.

Media

- Staff is working with channel 10/11 to provide injury prevention messages for the Mom's Everyday Program. February focused on burn and scald prevention and the topic for March will be poison prevention.
- Staff was featured on the Channel 8 Midday Forum providing information for February Heart Month, "Don't Hibernate Your Heart".

INFORMATION & FISCAL MANAGEMENT

- Information Management Staff in coordination with City Information Services are adapting the Health Department's Time Reporting System for use by the Law Department.
- IFM Manager has completed the development of HIPAA training for City Information Services staff. Health Department information technology and data staff will also participate in the training scheduled for March.

LINCOLN-LANCASTER COUNTY HEALTH DEPARTMENT

Board of Health
February 10, 2015

I. ROLL CALL

The meeting of the Board of Health was called to order at 5:02 PM by Heidi Stark at the Lincoln-Lancaster County Health Department. Members Present: Roma Amundson, Alan Doster, Karla Lester, Jacquelyn Miller, Craig Strong, Brittany Behrens (ex-officio), Molly Burton (ex-officio), Tim Sieh (ex-officio) and Heidi Stark.

Members Absent: Doug Emery, Michelle Petersen and Michael Tavlin.

Staff Present: Judy Halstead, Scott Holmes, Charlotte Burke, Steve Frederick, Kathy Cook, Gwendy Meginnis, Steve Beal, Renae Rief, Willa Tharnish, Andrea Haberman, Dan King, Renae, Rief, Scott Lowry and Elaine Severe.

Others Present: Dale Michels, Pat Lopez, Joni Cover, and Marcia Mueting.

II. APPROVAL OF AGENDA

Dr. Stark asked if there were any other additions or corrections to the Agenda.

Motion: Moved by Ms. Amundson that the Agenda be approved as printed. Second by Mr. Strong. Motion carried by acclamation.

APPROVAL OF MINUTES

Dr. Stark asked if there were any additions or corrections to the Minutes.

Motion: Moved by Dr. Doster that the January 13, 2015 Minutes be approved as printed. Second by Ms. Amundson. Motion carried by acclamation.

SPECIAL PRESENTATION

Dr Michels, Nebraska Board of Health Member, presented a Certificate of Appreciation to the Health Department for the Nebraska MEDS Disposal Project. The Department, along with other agencies in the community, provided opportunities for patients to dispose of their unwanted medications in a way that would not harm the environment. Ms. Tharnish introduced Ms. Mueting and Ms. Cover and provided a few highlights of the program.

III. PUBLIC SESSION

DEPARTMENT REPORTS

A. Health Director Update

Ms. Halstead introduced Molly Burton is the new Mayoral Aide replacing Trish

Owen. Ms. Burton has been assigned as the Health Department liaison.

Ms. Halstead stated Communicable Disease staff have kept busy with Flu, Norovirus, Pertussis and a possible measles case. The measles case was negative. She noted there are 121 cases of Measles in the United States.

IV. CURRENT BUSINESS (Action items)

A. Acceptance of the 67th Annual Report of the Lincoln-Lancaster County Health Department

Ms. Halstead presented the 67th Annual Report. The report is available on the Health Department's website and includes messages from Mayor Beutler, Board of Health President, Heidi Stark, and Ms. Halstead. The report includes statistical program information for each of the divisions.

Motion: Moved by Dr. Lester that the Board of Health accept the 67th Annual Report of the Lincoln-Lancaster County Health Department. Second by Dr. Miller. Motion carried on a 6-0 roll call vote.

V. CURRENT BUSINESS (Information Items)

A. Legislation Update

Ms. Halstead stated staff continue to monitor and follow the 2015 Legislative Session. Bills of interest include: LB 18 - Immunizations for students; LB 118 – Licensure of Cigar Shops; LB 98 – Appropriations for tobacco use prevention control; and LB 472 – Medicaid Redesign Act Ms. Halstead will continue to provide updates to the Board of Health at monthly meetings.

B. Accreditation Presentation

Ms. Lopez provided an overview of the Public Health Accreditation process. She stated the Lincoln-Lancaster County Health Department will pursue accreditation from the Public Health Accreditation Board in the coming year. Accreditation provides public notification that a Department meets standards of quality set forth by the accrediting agency. Departments must meet prerequisites before applying for accreditation. They include completion of a Community Health Assessment, completion of a Community Health Improvement Plan and completion of a Department Strategic Plan. She noted 60 health departments in the country are accredited, 52 local departments and 8 state departments. She stated the Board of Health's role will be to provide a letter of support to the Public Health Accreditation Board, place public health programs and services high on the priority list, support the Department's efforts to become accredited, and participate in the Department's site visit. She will continue to provide updates to the Board of Health at future meetings.

C. Animal Control Update

Mr. Beal provided an update on the Animal Control Program. Highlights included the number of calls dispatched, volume of calls by time of day, seasonal work calls including following up with owners with previous animal neglect issues, patrolling the parks and school areas, dispatcher duties, license applications, and defects. He noted the Division places a great deal of emphasis on customer service. Mr. Lowry reviewed the Tag it videos that are available on the Department's webpage.

VII. FUTURE BUSINESS

VIII. ANNOUNCEMENTS

Ms. Burke announced the Board of Health Luncheon and Awards Ceremony will be Wednesday, April 8, 2015 at 11:30 AM at the Bryan Medical Plaza Conference Center. David Cary will be the speaker.

Next Meeting – March 10, 2015 - 5:00 PM

IX. ADJOURNMENT

The meeting was adjourned at 6:08 PM.

Elaine Severe
Recording Secretary

Jacquelyn Miller
Vice-President

Public Hearing:

Date Factsheet Prepared:

FACTSHEET

TITLE: Approving a lease agreement with Nebraska Golf and Turf, Inc. and Exchange Bank for 120 golf carts and five utility vehicles.

BOARD/COMMITTEE:

APPLICANT: Lynn Johnson, Parks and Recreation Director

RECOMMENDATION:

STAFF RECOMMENDATION: Approval

OTHER DEPARTMENTS AFFECTED:

SPONSOR:

OPPONENTS:

REASON FOR LEGISLATION

DISCUSSION / FINDINGS OF FACT: The purpose of this ordinance is to accept and approve a Lease Agreement between the City of Lincoln, Nebraska Golf and Turf, and Exchange Bank (collectively referred to as "Lessor") for the least of 120 golf carts and five utility vehicles for use by the City of Lincoln Parks and Recreation Golf Division.

This lease agreement is for the fleet of golf carts to be placed at two of the four 18-hole City golf courses. The current five-year lease agreement for this portion of the fleet will expire on April 1, 2015. The new lease will be for a period of 72 months.

POLICY OR PROGRAM CHANGE: Yes No

OPERATIONAL IMPACT ASSESSMENT: Golf carts made available for rent by golf patrons are an important service offered by and revenue source to the Golf program. Each golf cart on average generates about \$3,400 annually.

COST OF TOTAL PROJECT: \$74,294.40 annually for a total of \$445,766.40 over the six year period.

RELATED ANNUAL OPERATING COSTS: The golf carts and utility carts are covered by a five year warranty. The City is responsible for fuel for the vehicles and for routine maintenance activities and costs.

SOURCE OF FUNDS:

CITY: \$445,766.40 (Golf Enterprise Fund)

NON CITY:

FACTSHEET PREPARED BY: Lynn Johnson

DATE: 3/7/15

REVIEWED BY:

DATE:

ORDINANCE NO. _____

1 AN ORDINANCE accepting and approving a Lease Agreement between
2 the City of Lincoln, Nebraska ("City"), Nebraska Golf & Turf, Inc. and Exchange Bank
3 ("Lessor") for the lease of 120 golf cars and five (5) utility vehicles for use by the City
4 Parks and Recreation Golf Division.

5 BE IT ORDAINED by the City Council of the City of Lincoln, Nebraska:

6 Section 1. That the Master Lease Agreement for Gas Powered
7 Motorized Golf Cars and Gas Powered Motorized Utility Vehicles between the City of
8 Lincoln, Nebraska, Nebraska Golf and Turf, Inc. and Exchange Bank, which is
9 attached hereto marked as Attachment "A" and made a part hereof by reference, under
10 which the City will lease from the Lessor 120 golf cars and five (5) utility vehicles for use
11 by the City Parks and Recreation Golf Division for a period of six years upon the terms
12 and conditions as set forth in said Master Lease Agreement is hereby accepted and
13 approved, and the Mayor is authorized to execute said Master Lease Agreement on
14 behalf of the City.

15 Section 2. That this ordinance shall take effect and be in force from and
16 after its passage and publication in one issue of a daily or weekly newspaper of general
17 circulation in the City, according to law.

Introduced by:

Approved as to Form and Legality:

City Attorney

Approved this _____ day of _____, 2015:

Mayor

MASTER LEASE AGREEMENT

Gas Powered Motorized Golf Cars And Gas Powered Motorized Utility Vehicles

This Agreement is entered into by and between the City of Lincoln, Nebraska, hereinafter referred to as "City", Nebraska Golf and Turf, Inc., and Exchange Bank, hereinafter referred to as "Lessor".

1. PROVISION OF EQUIPMENT

- 1.1. Lessor shall provide to the City Parks and Recreation Golf Division 120 motorized golf cars and five (5) utility vehicles in accordance with Contract No. EV2042-02 City of Kansas City, Missouri, Nebraska Golf & Turf, Inc., and Exchange Bank, Kearney, Nebraska, and Lessor's proposal which are attached hereto and made a part hereof.
- 1.2. In the event of conflict between the provisions of this agreement, the specifications, and the Lessor's proposal, the order of precedence shall be as follows: this agreement (including attachments and exhibits), the specifications, the Lessor's proposal.

2. DELIVERY

- 2.1. Lessor Nebraska Golf and Turf shall deliver the equipment at City of Lincoln, Nebraska's designated locations upon request and mutual agreement, throughout the six (6) year term of the lease.
- 2.2. All delivery shall be at no cost to the City.
- 2.3. The Assistant Director of Parks Operations of Lincoln Parks and Recreation Department shall be responsible for authorizing in writing all requested deliveries.

3. TERM

- 3.1. The term of this agreement shall commence on the date of ratification by the City (on or about April 1, 2015, and continue for a period of 72 months; provided, however, the City may terminate this agreement upon providing the Lessor written notification of termination specifying that funds will not be appropriated for continued lease of the equipment.
 - 3.1.1. City agrees that its administration will, on an annual basis throughout the term of this lease, propose in its proposed budget the funding of this lease.
 - 3.1.2. At the time of execution of this agreement, Lessee asserts a reasonable belief that funds required for the full term of this agreement will be obtained on an annual basis. Despite such reasonable belief, City cannot guarantee the continued funding of this agreement, and reserves the right to terminate for lack of funding pursuant to section 3.1 of this agreement.

- 3.1 Such termination notification must be sent to Lessor at least 30 days prior to the proposed date of termination.
- 3.2 Upon expiration of the term of this agreement Lessor shall remove the equipment from City property, along with any of Lessor's supplies, at no cost to the City.

4. COMPENSATION

- 4.1 The City shall make semi-annual payments to the Lessor Exchange Bank in the amount of \$37,147.20 according to the schedule set forth in Lessor's proposal, which is attached hereto and marked as Exhibit 2 and made a part hereof by reference.
- 4.2 This charge includes and covers all required service, maintenance and supplies excluding fuel, oil and minor preventative maintenance as may be agreed upon by the parties. All such service, maintenance and supplies shall be performed and provided by Lessor Nebraska Golf and Turf.

5. TAXES

- 5.1 All taxes, including sales, income, use and property taxes associated with this Agreement, shall be paid by the Lessor and shall not be the responsibility of the City.

6. TITLE TO EQUIPMENT

- 6.1 Title to the equipment shall remain with the Lessors at all times and the City shall have no right, title, or interest therein except as expressly set forth in this Agreement.
- 6.2 Risk of loss, except loss resulting from negligent operation by the City, its employees, or golf patrons shall be assumed by the Lessor.

7. CITY'S RESPONSIBILITIES

The City agrees to:

- 7.1 Provide a delivery site at each of the two designated locations;
- 7.2 With City's approval, permit Lessor's field maintenance staff to enter its premises at all reasonable times to service the equipment;
- 7.3 Provide suitable space for Lessor's field maintenance staff to service the equipment;
- 7.4 Provide suitable space for storage of a minimum stock of preventative maintenance supplies at each of the two sites;
- 7.5 Provide a designated key operator at each of the two sites for training in the use of the equipment and, in the event of personnel turnover, notify lessor immediately for training of a new key operator;
- 7.6 Provide minor preventative maintenance for the equipment as may be agreed upon by the parties.
- 7.7 Upon expiration or termination of this agreement, permit Lessor to remove the equipment.
- 7.8 Provide insurance coverage, either by virtue of the City being self-insured or by obtaining an insurance policy, for physical damage to the equipment caused by or as a result of any person other than Lessor, Lessor's assigns, agents, or employees.

before the date of notice of termination. Lessee agrees to surrender the equipment promptly upon termination of this agreement without protest or legal order being obtained by Lessor.

- 10.2 If the Lessor fails to perform its obligations under this agreement, the City may, in addition to any other remedies legally available to it, do any one or more of the following:
 - 10.2.1 In the event that Lessor Nebraska Golf and Turf fails to properly service or maintain or repair the equipment, the City may obtain maintenance servicing or repairs from another factory trained source and deduct the cost thereof from future invoices; or
 - 10.2.2 In the event that Lessor fails to provide additions, deletions or replacement equipment when required within the terms of this agreement and specification, the City may obtain substantially equal equipment from another source and charge the Lessor the cost of obtaining such replacement equipment over and above the amount such services and equipment would have cost the City under this agreement if the Lessor had not defaulted; or
 - 10.2.3 The City may, at its option, terminate this agreement upon five days written notice to the Lessor, in which event Lessor shall immediately remove its equipment from the premises of the City.
- 10.3 Repeated failure on the part of the Lessor to provide repairs in a timely fashion or to provide supplies shall entitle the City to immediately terminate this agreement upon five (5) days written notice to the Lessor advising it of such termination.

11. INDEMNIFICATION

- 11.1 The Lessor shall indemnify and hold harmless the City, its officers, agents, and employees from and against all claims, damages, losses, and expenses, including but not limited to, attorney fees arising out of or resulting from performance of this agreement, the results and any claims for damages whatsoever, including, without limitation, bodily injury, death, or any injury or destruction of tangible or intangible property including any loss of use resulting therefrom that is caused in whole or in part by Lessor or anyone directly or indirectly employed by Lessor.
- 11.2 This section shall not require Lessor to indemnify or hold harmless the City for any losses, claims, damages, or expenses arising out of or resulting from the sole negligence of the City, its employees, or golf patrons.

12. FAIR EMPLOYMENT PRACTICES

- 12.1 In the performance of this agreement, the Lessor shall not discriminate against any employee (or applicant for employment) with respect to compensation, terms, advancement potential, conditions, or privileges or employment, because of such person's race, color, religion, sex, disability, national origin, ancestry, age, or marital status, pursuant to the requirements of Chapter 11.08 of the Lincoln Municipal Code and Neb. Rev. Stat. § 48-1122 (reissue 1998).

13. INTEGRATION

- 13.1 This agreement represents the entire agreement between the parties and all prior negotiations and representations are hereby expressly

8. ADD, DELETE AND RELOCATION OF EQUIPMENT

8.1 The Assistant Director of Parks Operations of Lincoln Parks and Recreation shall coordinate with the lessor to determine the quantity of vehicles to be delivered and maintained at each site, their placement and movement, relocation, addition and deletion of equipment and supplies.

9. SERVICING OF EQUIPMENT

9.1 Lessor warrants the equipment provided under this agreement will be maintained in proper functioning order during the term of this agreement.

9.2 Lessor makes no other warranties, express or implied, or of merchantability for this equipment.

9.3 If this equipment does not function properly during the contract term, it shall be repaired or replaced without charge to the City within 24 hours of notification.

9.4 Equipment which requires excessive service calls shall be replaced by the lessor instead of being repaired, excessive being measured by the industry standard.

9.5 Lessor Nebraska Golf and Turf is responsible for all maintenance and repair/replacement services of the equipment, without charge to the City, except those services City may specifically agree to assume.

9.5.1 At its own cost and expense, lessor Nebraska Golf and Turf will provide all necessary maintenance parts and supplies unless otherwise specifically agreed by the parties.

9.6 During normal working hours, a customer equipment service representative of the Lessor Nebraska Golf and Turf will, at the City's request, provide equipment repair service on the City's premises.

9.6.1 The request for repairs shall be acknowledged by the Lessor Nebraska Golf and Turf within eight (8) hours after request is made by the City.

9.6.2 For purposes of this agreement, normal working hours shall mean 7:00 a.m. to 3:00 p.m., seven days per week.

9.6.3 The City agrees to make the equipment immediately available for scheduled maintenance and repair.

9.7 In the event that any repair or servicing requires removal of the equipment from the City's premises for a period of more than 24 hours, Lessor agrees to provide, at no cost to the City, replacement equipment equal to the equipment being provided under this agreement, to deliver the same, and to maintain the same, until such time as the equipment provided under this agreement is repaired or serviced and returned.

10. DEFAULT

10.1 If the City fails to pay any invoice within 60 days after receipt thereof or if the City fails to perform any of its other obligations under this agreement, or if the City attempts to sell, transfer or encumber the equipment provided hereunder, the Lessor, in addition to any other remedies that may be legally available to it, at its option, may terminate this agreement and immediately repossess all items of equipment.

10.1.1 On termination for City's default, the City shall permit the Lessor's representative to enter its premises to remove the equipment and shall pay all outstanding invoices for services actually rendered on or

OK

them.

19.1.1 The minimum acceptable limits of liability to be provided by such insurance shall be as follows:

- | | | |
|----|-----------------|-------------------------------------------------------------------|
| A. | Bodily Injury | \$1,000,000 Each Occurrence
\$1,000,000 Aggregate |
| B. | Personal Injury | \$1,000,000 Per Person Aggregate
\$1,000,000 General Aggregate |
| C. | Property Damage | \$1,000,000 Each Occurrence
\$1,000,000 Aggregate |

19.2 The insurance specified above shall be written by a company duly authorized and licensed to do business in the State of Nebraska and shall be maintained during the life of this agreement. A certificate of insurance evidencing policies required shall indicate that Lessee be given at least thirty days written notice in the event of cancellation of or material change in any of the policies. Such certificate of insurance shall specify that the City of Lincoln, its officials, employees, and volunteers are additional insureds.

20. CITY AUDIT ADVISORY BOARD

20.1 All parties of any City agreement shall be subject to audit pursuant to Chapter 4.66 of the Lincoln Municipal Code and shall make Available to a contract auditor, as defined therein, copies of all financial and performance related records and materials germane to the contract/order, as allowed by law.

21. E-VERIFY

21.1 In accordance with Neb. Rev. Stat. 4-108 through 4-114, the contractor agrees to register with and use a federal immigration verification system, to determine the work eligibility status of new employees performing services within the state of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324 a, otherwise known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986. The Contractor shall not discriminate against any employee or applicant for employment to be employed in the performance of this section pursuant to the requirements of state law and 8 U.S.C.A 1324b. The contractor shall require any subcontractor to comply with the provisions of this section. For information on the E-Verify Program, go to www.uscis.gov/everify.

22. NOTICES

22.1 Any notice required or permitted to be sent by this agreement shall be sent to the following individuals at the following addresses unless the party to whom notice is to be sent advises the other party of a change:

22.1.1 to the City of Lincoln:
Jerry Shorney, 2740 A Street, Lincoln, NE 68502

01/04/10



excluded from this agreement.

14. AMENDMENT

14.1 This agreement may be amended or modified only in writing signed by both the City and the Lessor.

15. GOVERNING LAW

15.1 This agreement will be interpreted and governed in accordance with the Laws of the State of Nebraska.

16. NON-ASSIGNABILITY

16.1 Lessor may not assign this lease or service agreement or subcontract any portion thereof without the prior written consent of the City. *SLG PL*

16.1.1 Lessor ~~Nebraska National Bank~~ *Exchange Bank* may subcontract a portion of this agreement to First National Bank of Junction City, Kansas. Such subcontracting shall pertain solely to the financing of this agreement and shall not in any way impact upon the delivery, service, or maintenance of the equipment as otherwise provided for herein. Lessee shall continue to make payments only to Nebraska National Bank.

16.2 Notwithstanding any assignment or subcontracting, Lessor shall continue to be obligated for the performance of the terms of this Agreement.

17. NO REMEDY EXCLUSIVE

17.1 No remedy herein conferred upon or reserved to the City is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this agreement or now or hereafter existing at law or in equity. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient.

18. LIABILITY

18.1 Lessor Nebraska Golf and Turf and Lessor Exchange Bank shall be jointly and severally liable under the terms of this agreement. and breach by one may result in termination of the agreement by the City as to both. Lessor Exchange Bank specifically has no obligation to provide service or maintenance of the golf cars or utility vehicles under the terms of this agreement, but failure of Nebraska Golf and Turf to perform under this agreement will result in the termination of the agreement as to either or both Lessor, non-payment by the City to Lessor Exchange Bank, and/or any other remedies provided by law.

19. INSURANCE

19.1 Lessor Nebraska Golf and Turf agrees to maintain such insurance, subject to the approval of the City Attorney, as will fully protect both Lessor and Lessee from any and all claims of whatsoever kind or nature for damage to property or for bodily injury, including death, made by anyone whomsoever which may arise from the work performed under this agreement, by either Lessor or by anyone directly or indirectly engaged or employed by either of

01/04/10

22.1.2 to the Lessor Nebraska Golf and Turf:
Don Brudny, 4515 N 56th Street, Lincoln, NE 68504

22.1.3 to the Lessor Exchange Bank:

SVP
Douglas King, President
Exchange Bank
6110 North 22nd Avenue
Kearney, NE 68848-0497

IN WITNESS WHEREOF the City and the Lessor have executed this agreement as of the day and year first written above. The persons signing below acknowledge that he/she is authorized to bind his/her entity to the terms of this agreement.

EXECUTION BY CITY OF LINCOLN, NEBRASKA

ATTEST:

City of Lincoln, NEBRASKA

City of Lincoln Clerk

Mayor

EXECUTION BY LESSOR

Nebraska Golf and Turf, Inc.

ATTEST:

(Seal)
Secretary

Duly Authorized Official Signature

Legal Title of Official

Exchange Bank

ATTEST:

Cary Ford

(Seal)
Secretary, Leasing Officer

Douglas King

Duly Authorized Official Signature

Secretary

Legal Title of Official

22.1.2 to the Lessor Nebraska Golf and Turf:
Don Brudny, 4515 N 56th Street, Lincoln, NE 68504

22.1.3 to the Lessor Exchange Bank:



IN WITNESS WHEREOF the City and the Lessor have executed this agreement as of the day and year first written above. The persons signing below acknowledge that he/she is authorized to bind his/her entity to the terms of this agreement.

EXECUTION BY CITY OF LINCOLN, NEBRASKA

ATTEST:

City of Lincoln, NEBRASKA

City of Lincoln Clerk

Mayor

EXECUTION BY LESSOR

ATTEST:

Nebraska Golf and Turf, Inc.

Secretary (Seal)

Don L. Brudny
Duly Authorized Official Signature

Sales Manager
Legal Title of Official

ATTEST:

Exchange Bank

Secretary (Seal)

Duly Authorized Official Signature

Legal Title of Official

EXHIBIT 2

**SCHEDULE OF RENT PAYMENTS
Gas Powered Motorized Golf Cars and Utility Vehicles**

Twelve (12) Semi-Annual payments in the amount of \$37,147.20 each due on the first day of months June and October in the years of 2015, 2016, 2017, 2018, 2019 and 2020.

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Lincoln-Lancaster County
Planning Commission

2014
ANNUAL REPORT



On the cover:

Front row from left, Ken Weber, Cathy Beecham, Chair Jeanelle Lust, Tracy Corr, Maja V. Harris. Back row from left, Michael Cornelius, Dennis Scheer, Lynn Sunderman, Vice-Chair Chris Hove.

Lincoln-Lancaster County
Planning Commission

2014

ANNUAL REPORT

This report summarizes the major activities of the Lincoln-Lancaster County Planning Commission during the past calendar year. The nine Commissioners are appointed for staggered six-year terms by Lincoln's Mayor, with the concurrence of the City Council and the Lancaster County Board of Commissioners. The Planning Commission is charged by state and local law with advising the two elected boards on a variety of planning and development matters. It operates under an interlocal agreement dating back to 1958.

APPLICATIONS

The summary below provides an indication of the volume and trends in recent applications submitted to the Planning Department over the past seven fiscal years. The Planning Commission directly reviewed about half of the applications. The volumes of the past two fiscal years reflect the continued rebound of development activity toward pre-recession levels.

PLANNING DEPT. APPLICATIONS	07-08	08-09	09-10	10-11	11-12	12-13	13-14
Annexations	10	25	3	3	7	6	6
Preliminary plats*	6	0	3	1	1	2	4
Final plats	84	69	88	100	102	139	112
Community Unit Plan amendments (CUP)	9	3	4	12	11	12	15
Use permits	8	9	2	6	5	4	13
Special permits and amendments	56	39	38	31	40	46	40
Change of zone - Map	38	22	13	25	24	16	23
Change of zone - Historic Preservation (HP)***						5	2
Change of zone - Sign district***						2	1
Change of zone - Planned Unit Developments (PUDs)	8	8	1	5	11	8	8
Board of Zoning Appeals	7	4	0	0	4	3	4
Street name changes	1	2	5	3	2	2	1
Street and alley vacations	11	10	15	13	9	9	10
Administrative amendments	84	68	69	62	65	106	83
Comp Plan conformity	34	15	11	11	15	18	35
Comp Plan amendments	1	6	2	0	9	2	7
Waiver of design standards	7	7	21	34	23	7	11
Text amendments	28	21	14	21	13	13	15
Miscellaneous / other	3	8	6	5	9	2	2
Urban design review**					42	57	42
TOTAL PER FISCAL YEAR	395	316	295	332	392	459	434

*Preliminary plats rolled into CUPs and use permits on 4/25/2005 **Urban design review added in 2012
 *** Change of Zone HP and Sign District not tracked separately in previous years

APPLICATIONS OF NOTE

Some of the more notable development applications reviewed by the Planning Commission included the following:

Speedway Sporting Village is a soccer complex at Van Dorn Street and Park Boulevard.

The Great American Sports Park is a softball complex at 1st and Charleston streets.

The project at 1100 "Y" Street is a significant student housing complex incorporating a buffer along the rail line.

The Aspen Heights project at 18th and "P" streets is a multi-building student housing complex.

Aspen Height Student Housing Project at 18th and "P" streets.



An initial housing proposal on City-owned land at 84th and South streets was replaced by a self-storage project that was recently approved by City Council.

The Grandview Estates/Rokeby Coalition project is a new subdivision northeast of South 70th Street and Rokeby Road. It is the initial piece of a revised large development agreement recently approved by the City Council for over 800 acres of land.

The Gable Pines community unit plan (CUP) recently approved by the City Council is an independent living and memory care facility at Anthony Lane and "O" Street.

A new apartment complex under construction at 91st and Pine Lake Road.

A wind energy text amendment to the County Code and related Volkswind applications in southern area of Lancaster County are on hold. The applicant recently withdrew the text amendment application, and Planning staff is developing a new public discussion on wind energy.

The downtown senior housing project at 7th and O streets is a liner building project related to the Lumberworks Garage.

The Planning Commission also reviewed applications for historic landmarks, blight designations and redevelopment plans. These

Senior Housing Project at Lumberworks Garage



applications included a landmark designation for the former municipal pool house and a blight study for the Van Dorn redevelopment area (Speedway Sporting Village) as well as the following redevelopment plans:

- Case, Case & Case project
- Hartley Flats project
- Piedmont Center
- Airport Entryway Corridor
- Great American Sports Park
- Speedway Sporting Village
- Kiechel Gallery
- 1100 “Y” Street student housing project
- “P” Street East

Because this past year included a budget cycle, the Planning Commission was involved in the Comprehensive Plan Conformity review of the Capital Improvement Program (CIP). For the first time, the latest version of the CIP included a process that prioritized the use of available capital improvement funding from the Public Works and Utilities Water and Wastewater programs to advance qualified development projects. One result of the new process is the timing and format of funding for aspects of the infrastructure program for the Rokeby Coalition development project.

CODE AMENDMENTS

The Planning Department initiated several amendments to the City and County zoning codes this past year including the following:

The Capitol Environs parking requirement was amended to match the parking requirement in the underlying zoning district.

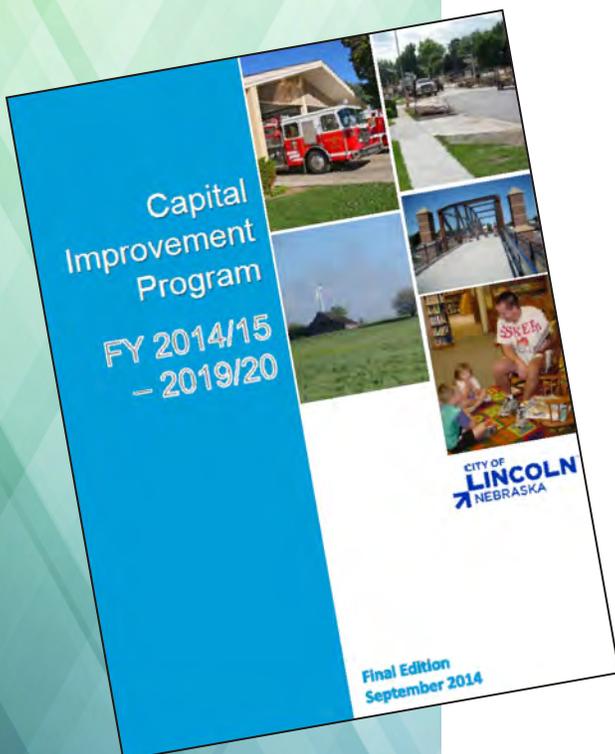
Amendments were made to adjust block length and pedestrian easement provisions.

The City Code was changed to allow “mini-warehouse” as a conditional use in the B-5 district.

An amendment allows veterinary facilities as a conditional use in the O-1, O-2, O-3 and R-T zoning districts; removes “outdoor exercise area” associated with a veterinary facility or kennel; and clarifies that veterinary facilities are allowed as a permitted use in the AG and AGR districts.

The Use Group chapter was corrected and clarifies that dwellings for nonrelated persons are not permitted in the AG, AGR, and R-6 zoning districts.

The zoning ordinance related to special permits was changed to allow community unit plans (CUPs) in the R-7 and R-8 districts, to provide for the calculation of the maximum permitted density, and to allow the Planning Commission to make modifications to the parking requirements.



Capital Improvement Program

The City and County Codes related to wireless facility abandonment and partial abandonment were amended, and sections regarding the initial term and renewal of special permits and administrative permits were deleted. The County and City Codes regarding excavation special permits were changed to define “stone milling,” to allow this as an accessory use to an excavation operation and to clarify the requirements for pre-existing mining operations. The City Code was amended to increase the maximum building height in the AG district by special permit. The special permit for the sale of alcohol for consumption on the premises was modified to include the O-3 zoning district to the list of those zoning districts eligible for a special permit for a restaurant. This includes cases where the separation from the licensed premises can be reduced from 100 feet to 25 feet, provided that a list of additional requirements contained in the permit are satisfied. The special permit for the sale of alcohol for consumption on the premises was modified to include an outdoor recreation facility, such as a golf course or country club among the other uses where the sale of alcohol could be approved as part of the special permit for that facility.

The Planning Commission was scheduled to review a text amendment to the wind energy portion of the County Code. This text amendment application was withdrawn by the applicant, and the Planning Department is organizing a public discussion of wind energy in Lancaster County.

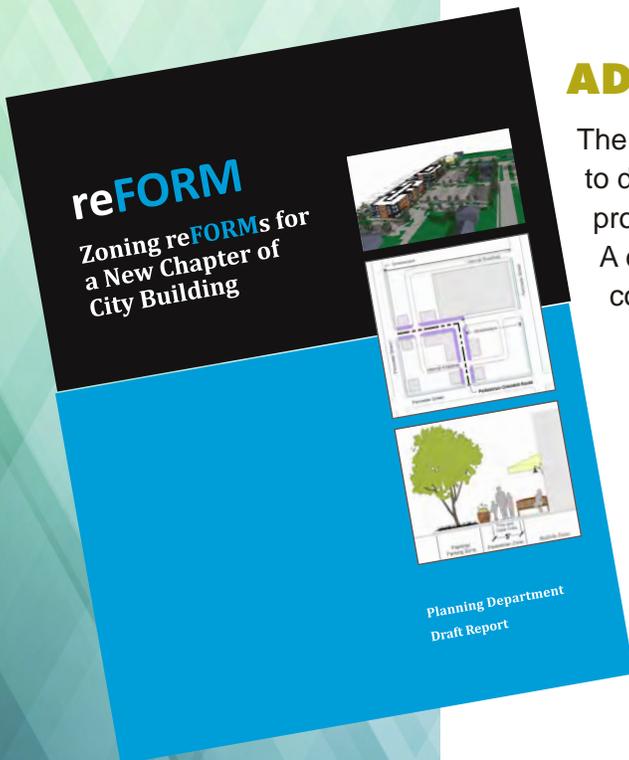
ADMINISTRATIVE IMPROVEMENTS

The Planning Department developed an online GIS application to display and provide information for the various related projects in southeast Lincoln for project tracking purposes. A citywide application of this tool is being developed in coordination with other departments.

An update and improvement to the Project Dox digital application review system was completed this past year and will allow for continued maintenance and use of this system for years to come.

WORKSHOPS

Planning Commissioners continued to participate in discussions with a broad-based special advisory committee on “reFORM,” a package of proposed changes to the City zoning code and design standards.



Draft reFORM Design Standards

The latest version of the reFORM package was updated to reflect the results of committee work conducted in late 2013 along with staff work during the spring of 2014. Planning Commission committee meetings in September were followed by public meetings with affected property owners and stakeholders in October. Discussions on the reFORM package are expected to resume in summer 2015.

Planning Commission workshops included the following:

- reFORM – review of proposals, process update, discussion of proposals with committee, discussion of proposals with Planning Commission

- Discussion of liquor and theater policies

- Access management, local streets built with the subdivision process, and local streets built by the petition process

- Stormwater quality management

 - Midblock pedestrian ways and block lengths

 - Special briefing on the Capital Improvement Program (CIP),

 - the Transportation Improvement Program (TIP) and Long

 - Range Transportation Plan

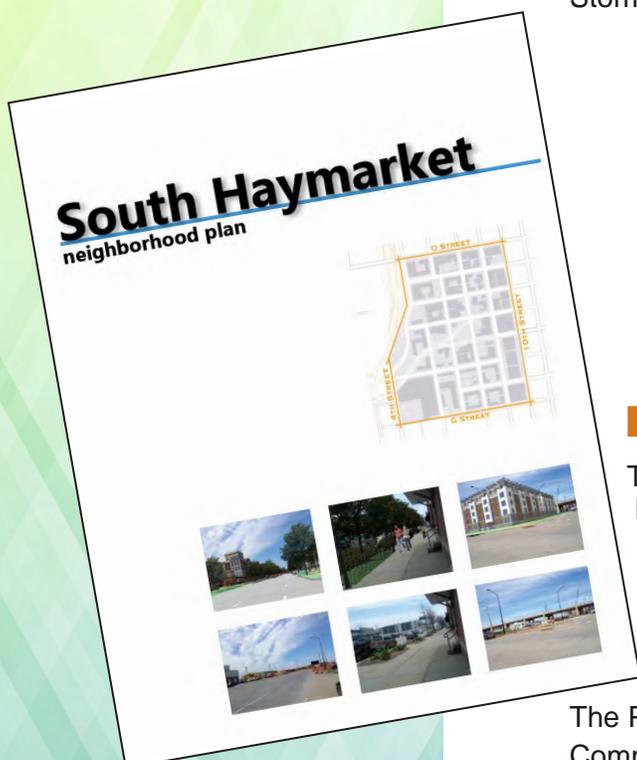
 - Community Indicators Report

 - Wind Energy

 - South Haymarket Neighborhood Plan

 - Rezoning for apartments

 - Watershed master plans.



South Haymarket Neighborhood Plan

LOSS OF OUR DIRECTOR

The Planning Commission lost its Planning Director, Marvin Krout, in November 2014 after a brief illness. Marvin served the Planning Commission and Planning Department for over 12 years. He will be missed.

LOOKING AHEAD TO 2015

The Planning Department will continue to engage the Planning Commission and stakeholder groups on the “reFORM” proposals. The department also expects to work with stakeholders and possibly bring the following projects forward for Planning Commission review:

- Development of a bike share program for downtown Lincoln (An application for federal funding has been submitted to the Nebraska Department of Roads.)

- Consultant work and briefings on the update to the Long Range Transportation Plan

- Results of the Citizens' Institute on Rural Design (CIRD) workshop with the small villages and towns of Lancaster County

- Staff work on public stakeholder discussions of wind energy in Lancaster County

- Development of prioritization of potential entryway corridor improvement projects

Completion of the South Haymarket Neighborhood Plan
Project prioritization of infrastructure improvements related to the
CIP development
Work on ways to reduce the number of special permits in the code
and simplify others
Begin process to update the 2040 Comprehensive Plan in 2016
Completion of work on outdoor lighting design standards

CONCLUSION

The Planning Commission continued to play an important role in the development of Lincoln and Lancaster County over the past year. Commissioners deliberated numerous and sometimes contentious development applications and worked on various improvements to local codes and administrative procedures. We appreciate the opportunity to serve our community in this role and hope that our local elected officials have found our efforts to be helpful.



Jeanelle Lust, Chair

Mary M. Meyer

From: Ed & Lenora Ragatz <er03021@windstream.net>
Sent: Wednesday, March 11, 2015 4:11 PM
To: Council Packet
Subject: Claim against the City of Lincoln, Snow Removal Damage @ 6217 Tanglewood Court, 2-2-2015

Greetings:

I appreciate the review of my claim by the City Law Department and their confirmation of Claim Denial by written response, received on 3-11-2015.

We also appreciate the overall City Snow Removal service. Nothing more needs to be done at your level.

My main concern was the notification of the independent contractor, and that has been accomplished. We just wanted them to be aware of the incident for future planning, etc.

Respectfully,

Ed Ragatz
402-423-7216 (home)
er03021@windstream.net

**DIRECTORS' AGENDA
ADDENDUM
MONDAY, MARCH 16, 2015**

I. CITY CLERK

II. MAYOR & DIRECTORS' CORRESPONDENCE

MAYOR

1. NEWS ADVISORY. Following Mayor Beutler's announcement on additional funds for road rehabilitation and repair he, along with Public Works and Utilities, will host a demonstration of a truck-mounted spray patcher for fixing potholes on Monday, March 16th, 1:30 p.m., on "H" Street between 8th and 9th Street.
2. NEWS ADVISORY. Mayor Beutler's public schedule for the week of March 14, 2015 through March 20, 2015.

III. DIRECTORS

WEST HAYMARKET JOINT PUBLIC AGENCY

1. The next West Haymarket Joint Public Agency Board Meeting will be on March 19, 2015. Agenda and attachments available on line.

PLANNING DEPARTMENT

1. Historic Preservation Commission meeting agenda for Thursday, March 19, 2015.

IV. COUNCIL MEMBERS

V. CORRESPONDENCE FROM CITIZENS

1. Steve and Eileen VanZandt writing regarding their claim to be considered at the March 16, 2015 meeting with correspondence attached.
 - a) Letter from Steve and Eileen on their claim against the City of Lincoln.
2. LES Administrative Board meeting agenda for Friday, March 20, 2015. Full agenda and materials can be found at www.les.com.
3. Kellie Milleson writing in regards to her auto damage caused by a pothole. Included is the letter written to the City Attorney.

DATE: March 13, 2015

FOR MORE INFORMATION: Diane Gonzolas, Citizen Information Center, 402-441-7831

To follow up on Mayor Beutler's announcement that additional funds will be invested in street rehabilitation and repair, he and the City Public Works and Utilities Department will host a demonstration of a truck-mounted spray patcher for fixing potholes at **1:30 p.m. Monday, March 16** on **"H" Street between 8th and 9th streets**. The Department is considering the purchase of spray patchers, which are expected to more than double the productivity of pothole crews.

Date: March 13, 2015

Contact: Diane Gonzolas, Citizen Information Center, 402-441-7831

Mayor Beutler's Public Schedule
Week of March 14 through 20, 2015
Schedule subject to change

Monday, March 16

- Demonstration of truck-mounted spray patcher for fixing potholes, remarks - 1:30 p.m., "H" Street between 8th and 9th streets

Tuesday, March 17

- KLIN - 8:10 a.m.

Wednesday, March 18

- Testimony on LB 633 (state aid for infrastructure) - 1:30 to 5 p.m., room 1003, Nebraska State Capitol

Thursday, March 19

- KFOR - 7:45 a.m.
- West Haymarket Joint Public Agency (JPA) public meeting - 3:30 p.m., room 303, County-City Building, 555 S. 10th St.

Subject:

JPA Meeting - March 19, 2015

The agenda and attachments for the upcoming March 19, 2015 JPA Board Meeting are available on line at:

<http://lincoln.ne.gov/city/finance/account/jpa-mtgs.htm>

Cheryl Eno

City Law Department

555 South 10th St., Suite 300

Lincoln, NE 68508

402.441.8801

ceno@lincoln.ne.gov



Historic Preservation Commission

The City of Lincoln Historic Preservation Commission will hold a public meeting on Thursday, **March 19, 2015**. The meeting will convene at **1:30 p.m.** in Room 214 in Development Services Center, 2nd floor, **County-City Building**, 555 S. 10th Street, Lincoln, Nebraska, to consider the following agenda. For more information, contact the Planning Department at (402) 441-7491.

AGENDA **March 19, 2015**

1. Approval of meeting record of HPC meeting of February 19, 2015.
2. Opportunity for persons with limited time or with an item not appearing on the agenda to address the Commission.

HEARING AND ACTION

3. Application by Lincoln Patio & Awning for a Certificate of Appropriateness for work at 6125 Havelock Ave. in the Havelock Avenue Landmark District.
4. Application by Brett Harris for designation of 2742 N. 48th St., the former Wesleyan Hospital and Nurses Training School, as a landmark.
5. Application by Bryan Medical Center for a certificate of exception on grounds of hardship or insufficient return for demolition of Sophie Teeters Nurses Residence, a landmark at 1640 Lake St. on the Bryan West Medical Center Campus, and for a certificate of appropriateness for a memorial garden on the site.
6. Application by Claude Reyman for a Certificate of Appropriateness for work at 705 So. 30th Street in the Woods Park Bungalow District.

DISCUSSION AND ACTION

7. Request by Lincoln Planning Dept. for a resolution of endorsement of FY15 grant application to Historic Preservation Fund of the U. S. Dept. of the Interior, through the Nebraska State Historical Society.
8. Continued information on Hargreaves/Schwarz Building project, 747 O, Haymarket District.
9. Staff Report & Misc.

The Historic Preservation Commission agenda may be accessed on the Internet at <http://lincoln.ne.gov/city/plan/boards/hpc/hpc.htm>

For further information on Historic Preservation in Lincoln, visit
<http://lincoln.ne.gov/city/plan/long/hp/hp.htm>

ACCOMMODATION NOTICE

The City of Lincoln complies with Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973 guidelines. Ensuring the public's access to and participating in public meetings is a priority for the City of Lincoln. In the event you are in need of a reasonable accommodation in order to attend or participate in a public meeting conducted by the City of Lincoln, please contact the Director of Equity and Diversity, Lincoln Commission on Human Rights, at 402 441-7624 as soon as possible before the scheduled meeting date in order to make your request.

Mary M. Meyer

From: sav2001@windstream.net
Sent: Thursday, March 12, 2015 11:17 PM
To: Council Packet
Subject: Input for 3/16/2015 council mtg
Attachments: Lincoln City Council.docx

We have attached a document related to our claim that provides additional input for the City Council to consider at the March 16, 2015 council meeting. (Our original claim was forwarded to you from the City Attorney's office.)

Steve and Eileen VanZandt
2001 Ammon Ave.
Lincoln, NE 68505

Lincoln City Council

RE: Claim against the City of Lincoln

A claim to the City of Lincoln that my wife and I presented to the City Attorney has been forwarded to the City Council for consideration at the March 19, 2015, meeting. We were very disappointed to hear the claim was forwarded with the Law Department's recommendation that the claim be denied.

The letter we received from Assistant City Attorney Marcee Brownlee stated the damage was in the public right-of-way and items placed in the right-of-way and subsequently damaged by snow removal are not compensable. We are aware the damage is in the right-of-way but strongly feel the city should pay for the repair based on what the damage is and how it happened. We do not feel the damage related to mulch, mailboxes and supporting structures, surfacing materials, and/or any item or material not authorized. The only item related to the damage that could possibly be considered "not compensable" would be the sprinkler heads. Cost associated with sprinklers will be a small portion of the total cost.

We take pride in our home and yard and we believe damage to either should be paid for by the party responsible. Simply put, the City is responsible. Due to operator error the snow removal blade was lowered on top of our concrete curb extending into our sod.

Thank you for your consideration.

Steve and Eileen VanZandt
2001 Ammon Ave.
Lincoln, NE 68505
(402) 464-7274



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

AGENDA
LES ADMINISTRATIVE BOARD

Friday, March 20, 2015

9:30 a.m.

LES Board Room

1040 "O" Street

9:30 A.M.

- 1. Call to Order**
- 2. Approval of Minutes of the February 20, 2015 Regular Meeting of the LES Administrative Board**
- 3. Comments from Customers**
- 4. Comments from Nebraska Energy Office Director, David Bracht**
- 5. Committee Reports**
 - A. Personnel & Organization Committee
 - *1. Approval of Amendments to the LES Employees' 401(k) Retirement Plan and the Deferred Compensation Plan to Clarify Beneficiary Provisions – LES Resolutions 2015-5 and 2015-6
 - B. Finance & Audit Committee
 - C. Legislation & Governmental Affairs Committee
 - D. District Energy Corporation
- 6. Administrator & CEO Reports**
 - A. State Legislative Report
 - B. Annual Self-Insured Health & Dental Insurance Review
 - C. Corporate Key Indicators Benchmarking
 - D. Rating Agency Report and 2015 Financing Overview
- 7. Chief Operating Officer's Reports**
- 8. Other Business**
 - A. Monthly Financial and Power Supply Reports
 - B. Miscellaneous Information

9. Adjournment

* Denotes Action Items

Next Regular Administrative Board meeting Friday, April 17, 2015.

Mary M. Meyer

From: Council Packet
Subject: Pothole Incident 84th and Adams

From: Kellie Milleson [<mailto:kellie.milleson@district145.org>]
Sent: Sunday, March 15, 2015 10:37 AM
To: Council Packet
Subject: Pothole Incident 84th and Adams

Dear Lincoln City Council,

I sent a letter to the Lincoln City Attorney regarding a pothole incident on February 3, near 84th and Adams/Leighton.

Here is the letter I sent:

To whom it may concern,

On February 3, 2015, I drove south on 84th street between Adams and Leighton. It was 8:30 at night. I was driving home from Waverly Middle School, where I had parent-teacher conferences that evening. In the area of Adams and Leighton, there were huge chunks of road missing. I hit a series of 'potholes' because I was not aware that there were craters in the road. My front passenger tire began losing air pressure right away. I attempted to avoid the remaining potholes, but eventually had to pull over and check my tire. My hubcap also came off at the force of impact, but I never found it. Luckily, a friend suggested I take my car to T.O. Haas near Hy-Vee on 84th and Holdrege. I dropped my car off and got a ride home. The next day, I talked to the people at T.O. Haas and they straightened out my rim and balanced my front tires and gave me my bill. I'm thankful that I didn't have to replace the tire or have any other damage to my car.

A few days later when I drove to work I noticed large orange cones sitting inside of the potholes/craters on the other side of the road. I do not take 84th South, but instead drive home by taking 148th South to O Street. On February 3, I had no idea there were pieces of the road missing. I will not take that road South again until this spring/summer when the issue is fixed.

I'm writing this with the hope that I will have my service charges covered by the City of Lincoln. On one hand, I feel lucky that I wasn't in a major car wreck, but I also feel that the road was a hazard to anyone driving.

Thank you

Sincerely,

Kellie Milleson

I am contacting the Lincoln City Council because I received a letter in the mail stating my claim was a "mere occurrence of an incident resulting in damages." They also stated "A review of our records indicates that potholes in the area you reference in your claim was first reported on February 3, 2015, which appears to be the date of your damage. In addition, the pothole in question was filled on February 5, 2015."

My reason for contacting you is because I cannot appear at the meeting on March 16, 2015, due to the fact that I'm a middle school teacher in Waverly.

Also, I'm contacting you because of the way the letter was worded - "A review of our records indicates that potholes in the area you reference in your claim was first reported on February 3, 2015, which appears to be the date of your damage. In addition, the pothole in question was filled on February 5, 2015." If the potholes were reported that day why didn't they put up signs to warn drivers! Or put cones in them, like they did a few days later after the snow melted.

I was at work from 7:30 AM until 8:30 PM, I had no idea there were potholes. The city had an entire day to put up signs and warn drivers. The fact that the potholes were filled on February 5 has no merit, because I was driving on the road on February 3 at 8:30 in the evening, with no warning signs to indicate there was danger ahead.

Around February 15, I walked to the spot where the incident happened, hoping to find my missing hubcap, but I did not. However, I saw at least 7 hubcaps of various sizes laying in the grass. This was a dangerous area and the city waited to fill the craters until after the big snowfall that night/morning. The next day was a snow day for public schools in the area. The least the city could have done was warn drivers of the oncoming danger since they didn't take care of the problem until after the snow melted.

My bill from T.O. Haas was \$48.96.

Thank you for considering my claim.

Sincerely,

Kellie Milleson

7th Grade Science & Math Teacher

Waverly Middle School

**MINUTES
DIRECTORS' MEETING
MARCH 16, 2015**

Present: Doug Emery, Chair; Trent Fellers, Vice Chair; Leirion Gaylor Baird; Roy Christensen; Carl Eskridge; and Jonathan Cook

Absent: Jon Camp

Others: Teresa Meier, City Clerk; Denise Pearce, Senior Policy Counsel; and Mary Meyer, Council Secretary

Chair Emery opened the meeting at 2:00 p.m. and announced the location of the Open Meetings Act.

I. CITY CLERK

Meier stated on today's agenda under Ordinances - 1st Reading, Item22, we have had a request to delay 1st Reading until March 23rd. Item 24, under the Pending List, have received a request to withdraw.

II. MAYOR

1. NEWS RELEASE. Parks and Rec seeks input on dog parks.
2. NEWS RELEASE. Four Open House set for N.W. 48th Street project.
3. NEWS RELEASE. Ten Million from Antelope Valley must be used for streets.
4. NEWS RELEASE. Tree removal part of Van Dorn widening project.

III. DIRECTORS CORRESPONDENCE

HEALTH DEPARTMENT

1. Lincoln-Lancaster County Health Department Report, February, 2015.
2. Lincoln-Lancaster County Health Department meeting minutes of February 10, 2015.

PARKS AND RECREATION DEPARTMENT

1. Parks and Recreation lease agreement for golf carts and utility vehicles.

PLANNING COMMISSION

1. Lincoln-Lancaster County Planning Commission 2014 Annual Report.

IV. COUNCIL MEMBERS

V. CORRESPONDENCE FROM CITIZENS

1. Correspondence from Ed Ragatz of procedure of his snow removal damage claim.

VI. ADJOURNMENT

Chair Emery adjourned the meeting at 2:02 p.m.