



**Directors Meeting Agenda**  
**Monday, July 8, 2024, 2:00 p.m.**  
**555 S. 10th St., Lincoln, NE**  
**Bill Luxford Studio**

- I. Open Meetings Law Announcement**
- II. Approval of Directors Meeting Minutes from June 10, 2024**
- III. City Clerk Advisories**
- IV. Director's Advisories**
- V. City Council: Commissions, Committees, and Event Updates**
- VI. Post-Meeting Council Members Calls to City Directors**
- VII. Adjournment**

Next Directors Meeting – July 15, 2024, 2:00 p.m.

**City Correspondence**

Daley Eldorado	Update: Food Bank Campaign
City Communications	The 2024 City/County Campaign Against Hunger Begins July 1
Wynn Hjermstad	July Mayor's Neighborhood Roundtable meeting
Stephanie Sargent	Standards for Invoice Numbering
Jennifer McDonald	Administrative Approvals
Stephanie Sargent	Year End Deadlines
Jennifer McDonald	Planning Department Summary Report List
Claire Oglesby	RE: Year-End Transfer & Reappropriation Requests
Angela Quinn	Joint Annual Gathering
Sherry Wolf	Tentative Changes to the 2024-25 Mayor's Proposed Budget

**Constituent Correspondence**

Autumn Hoskins	Downtown improvements
Sylvia Finke	Broadcast Questions
Gina F	Tornado Sirens
Robert Borer	Prima facie evidence
Doug Friendt	Repaving main arterials
Patricia Spitzer	Fireworks noise/pollution
Vernon Jensen	Fireworks noise/pollution
Nathan Pilakowski	Accident Claim
Steve	Dog leash/waste enforcement
Steve Wiltshire	Downtown panhandling/loitering

The Directors Meeting Agendas and Minutes may be accessed at:  
<https://www.lincoln.ne.gov/City/City-Council/Directors-Minutes-Agendas>

## Update: Food Bank Campaign

Daley C. EIDorado <DEIDorado@lincoln.ne.gov>

Mon 7/1/2024 11:20 AM

To:Angela Quinn <AQuinn@lincoln.ne.gov>;Benjamin A. Sobel <BSobel@lincoln.ne.gov>;Chelsea E. Beaver <CBeaver@lincoln.ne.gov>;Heath R. Gewecke <HGewecke@lincoln.ne.gov>;Jessica L. Lindhurst <JLindhurst@lincoln.ne.gov>; Jeffrey S. Krotz <JSKrotz@lincoln.ne.gov>;Kirsten C. McMann <KMcmann@lincoln.ne.gov>;Kristi K. Nydahl <KNydahl@lincoln.ne.gov>;Roy Rivera Barcenas <LPD3596@cjis.lincoln.ne.gov>;Michele M. Abendroth <mabendroth@lincoln.ne.gov>;Mary J. Lierman <MLierman@lincoln.ne.gov>;Malerie A. McNair <MMcNair@lincoln.ne.gov>; Melissa S. Titus <MTitus@lincoln.ne.gov>;Natasha J. Betts <NBetts@lincoln.ne.gov>;Rhonda M. Haas <RHaas@lincoln.ne.gov>; Shelli K. Reid <SReid@lincoln.ne.gov>  
Cc:Cheri L. Howard <CLHoward@lincoln.ne.gov>

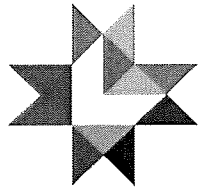
Hi team!

Food Bank donation barrels should be mostly delivered or on their way early this week. Please let me know if you haven't received yours by Wednesday or so. Additionally, we will be sending a City-wide email with the campaign links and details this afternoon.

The outreach materials are available for you to share with your colleagues here: [☐ 2024 City-County CAH Materials](#) (please let me know if the link doesn't work). You can print them out yourselves, or there will be a limited number available from the Food Bank that they should be giving us the next time they stop by. And feel free to organize a friendly competition or incentive for participating for your colleagues, but there is no obligation to do so.

Once again, we immensely appreciate your willingness to participate. If you have any questions, please don't hesitate to reach out!

Best,



**LINCOLN**

**Daley EIDorado (she/her)**

Excluded Office Specialist

City of Lincoln | Office of the Mayor

Office: 402-441-6376 | Mobile: 402-326-1350

555 S 10th St, Ste 301

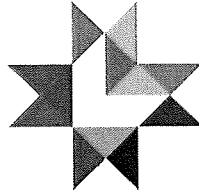
Lincoln, NE 68508

[lincoln.ne.gov/Mayor](http://lincoln.ne.gov/Mayor)

## The 2024 City/County Campaign Against Hunger Begins July 1

City Communications <Communications@lincoln.ne.gov>

Mon 7/1/2024 4:00 PM



LINCOLN

### CITY EMPLOYEE ANNOUNCEMENT

#### The 2024 City/County Campaign Against Hunger Begins July 1

Welcome to the 2024 City/County Campaign Against Hunger. The Mayor's Office is coordinating the City of Lincoln portion of the drive, and we are excited to participate in this important event from July 1-22.

**Food Donation Barrels:** Food donation barrels will be delivered early this week with a list of most-needed items and other outreach materials. Contact your department representative listed below for more information about barrel locations.

**Online Donations:** The best way to donate is through the direct link to the Food Bank of Lincoln's web page. On the donation form, use the dropdown menu to choose your agency's name, so it receives credit in the final donation totals.

**Cash/Check Donations:** For cash or check donations, please place them in an envelope labeled with your agency name. You may interoffice them to the Mayor's Office to deliver to the Food Bank on your behalf. These will need to be collected by July 18. Please make all checks payable to the Food Bank of Lincoln.

**Get Creative and Competitive:** We encourage you to make this campaign fun and engaging for your department. Here are some ideas:

- Cook-off competition
- Organize an online auction
- Hold a raffle fundraiser
- Arrange a bake sale
- Set up peer challenges
- "Fill the Bucket" with pocket change: Place a bucket in a common area for everyone to donate spare change daily.

**Questions and Fundraising Events:** For more information, or if your agency organizes fundraising events and you'd like others to participate, contact a department representative or email the Mayor's Office.

Thank you for participating in the City/County Campaign Against Hunger.

**Department Contacts:**

Aging Partners: Jeff Krotz, [JSKrotz@lincoln.ne.gov](mailto:JSKrotz@lincoln.ne.gov)

Building and Safety: Chelsea Beaver, [CBeaver@lincoln.ne.gov](mailto:CBeaver@lincoln.ne.gov)

City Council: Ben Sobel, [BSobel@lincoln.ne.gov](mailto:BSobel@lincoln.ne.gov)

Finance: Rhonda Haas, [RHaas@lincoln.ne.gov](mailto:RHaas@lincoln.ne.gov)

Health - Business Office: Melissa Titus, [MTitus@lincoln.ne.gov](mailto:MTitus@lincoln.ne.gov)

Human Resources: Malerie McNair, [MMcNair@lincoln.ne.gov](mailto:MMcNair@lincoln.ne.gov)

Information Services: Natasha Betts, [nbetts@lincoln.ne.gov](mailto:nbetts@lincoln.ne.gov)

Law Department: Kirsten McMann, [KMcmann@lincoln.ne.gov](mailto:KMcmann@lincoln.ne.gov)

LFR: MJ Lierman, [mlierman@lincoln.ne.gov](mailto:mlierman@lincoln.ne.gov)

Libraries: Heath Gewecke, [HGewecke@lincoln.ne.gov](mailto:HGewecke@lincoln.ne.gov)

LPD: Roy Rivera Barcenas , [LPD3596@cjis.lincoln.ne.gov](mailto:LPD3596@cjis.lincoln.ne.gov)

LTU: Michele Abendroth, [mabendroth@lincoln.ne.gov](mailto:mabendroth@lincoln.ne.gov)

Mayor's Office: Cheri Howard, [choward@lincoln.ne.gov](mailto:choward@lincoln.ne.gov) and Daley EIDorado, [deldorado@lincoln.ne.gov](mailto:deldorado@lincoln.ne.gov)

American Job Center: Jessica Lindhurst, [jlindhurst@lincoln.ne.gov](mailto:jlindhurst@lincoln.ne.gov)

Parks and Recreation: Angie Quinn, [AQuinn@lincoln.ne.gov](mailto:AQuinn@lincoln.ne.gov)

Planning: Shelli Reid, [sreid@lincoln.ne.gov](mailto:sreid@lincoln.ne.gov)

Urban Development: Kristi Nydahl, [KNydahl@lincoln.ne.gov](mailto:KNydahl@lincoln.ne.gov)

## July Mayor's Neighborhood Roundtable meeting

Wynn S. Hjermstad <WHjermstad@lincoln.ne.gov>

Mon 7/1/2024 11:37 PM

To:Wynn S. Hjermstad <WHjermstad@lincoln.ne.gov>

Cc:Brian Will <bwill@lincoln.ne.gov>

 2 attachments (328 KB)

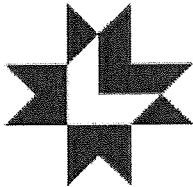
6-1-2024 Meeting Summary.pdf; 07-08-2024 Mayor's Neighborhood Roundtable Agenda.pdf;

Good evening, Neighborhood Leaders and Representatives.

The next meeting of the Mayor's Neighborhood Roundtable will be Monday, July 8, at 5:30 p.m. in the Mayor's Conference Room: third floor City County Building, 555 S. 10<sup>th</sup>. Turn left off the elevators to the Mayor's Office. The current agenda and June meeting notes are attached and will be available online soon at: <https://www.lincoln.ne.gov/city/urban/neighborhoods/roundtable.html>.

PLEASE NOTE: Mayor's Neighborhood Roundtable is for Neighborhood Presidents or their designees.

Wynn



**LINCOLN**  
Urban Development

Wynn S. Hjermstad, AICP  
Community Development Manager  
Livable Neighborhoods Division

City of Lincoln | Urban Development  
Office: 402-441-8211 | Fax: 402-441-8711

555 S 10th St, Ste 205  
Lincoln, NE 68508  
[lincoln.ne.gov/Urban](https://www.lincoln.ne.gov/Urban)

# MAYOR'S NEIGHBORHOOD ROUNDTABLE

City County Building Room 303, June 10, 2024, 5:30 p.m.

## Meeting Notes

### Welcome and Introductions; Volunteer to Take Notes

Tracy Corr, Chair, began the meeting with introductions. Kyle McLaughlin volunteered to take notes.

#### Attendees:

Mayor Gaylor Baird

#### Neighborhood Representatives:

Tracy Corr – Chair & 40<sup>th</sup> & A  
Kyle McLaughlin – Bethany  
Darby Lytle – Everett  
Jeff Graham – Everett  
Nick Hernandez - Havelock  
Andy Gueck – Indian Village

Mo Neal - Irvingdale  
Mary Unger – Prescott Area NA  
Mary Schwab – Witherbee  
Fred Freytag - Witherbee  
Heidi Uhing – Woods Park NA

#### City Staff:

Jon Carlson—Mayor's Office  
Wynn Hjermstad—Urban Development

#### Other's Present:

Tut Kailech—NeighborWorks Lincoln

### Mayor Gaylor Baird Comments

- City Pools are open as of Friday.
  - City is looking at opening earlier next year.
- Council voted on motorized vehicles on trails. E-bikes are allowed
  - Question – what about scooters?
    - Future will look at scooters.
  - Question- would like to understand what the numbers look like for how many e-bikes or scooters are on the trails.
    - Not sure about that data.
  - Question – Are trails grandfathered in for ADA, don't have to be accessible?
    - Currently looking into it.
  - Are mobility devices allowed on city streets if no sidewalks? Yes.

- Maybe a future round table topic, bringing in departments to discuss.
- Question- there is a house in my neighborhood that seems to be abandoned- kids are breaking in. 1- what can we do to address absentee landlords? 2- what can we do to provide activities for these kids?
  - There is a process for reporting buildings in disrepair. Could utilize UPLNK.
  - NeighborWorks provides up to \$1,000 grants for neighborhoods that could provide activities for kids
- Council and Parks and Recreation are working on what bodies of water people can be in. Fountains are not maintained for public safety and can be a health hazard. People should not be in fountains.

**2024-2026 Mayor's Recommended Budget** – Mayor Gaylor Baird: 402-441-7511; [mayor@lincoln.ne.gov](mailto:mayor@lincoln.ne.gov).

Mayor Gaylor Baird presented her proposed budget with a PowerPoint presentation. To view live presentations, click on one of these links:

Mayor's Budget presentation to City Council 6/10/2024:  
<https://www.youtube.com/watch?v=BE2zrUSYqVo&list=PLj13AfdUD7Y9zpV12i3B-YGvjulp7xe5h>

Department budget presentations 6/11/2024:  
<https://www.youtube.com/watch?v=RldQQDZBqp4>

Department budget presentations 6/12/2024:  
<https://www.youtube.com/watch?v=0GOLyQs3Www>

Highlights include:

- The focus is on 5 general outcomes:
  - Safe and healthy
  - Economically and culturally vibrant
  - Strong and resilient
  - Equitable and inclusive
  - Innovative and operationally excellent (City government)
- The city gets only 0.17 of each \$1 of taxes.
- Attendees were particularly interested in trails and sidewalk funds.
- Attendees like the improvements in homeless programs.
- Attendees are encouraged to participate in public reviews as well as participating through the City Council.
  - Public hearing August 5.
  - Vote August 26.
  - New fiscal year begins September 1.



**Announcements**

- Irvingdale and Indian Village pool party July 23, 6:30-8:00 at Irvingdale swimming pool.
- Annual 4<sup>th</sup> of July bike parade, Irvingdale, 16<sup>th</sup> and Otoe, 9:00 a.m.
- Juneteenth celebration this Saturday from noon – 4:00 at Woods Park.

**Next Meeting / Agenda**

The next meeting will be July 8, 5:30 p.m., Mayor's Conference Room.

**Adjourn**

The meeting adjourned at approximately 6:36 p.m.

*Respectfully Submitted,  
Kyle McLaughlin*

# MAYOR'S NEIGHBORHOOD ROUNDTABLE

COUNTY/CITY BUILDING  
555 SOUTH 10<sup>TH</sup> STREET  
3<sup>rd</sup> Floor, Mayor's Conference Room  
Monday, July 8, 2024, 5:30 p.m.

## AGENDA

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- **Welcome and Introductions; Volunteer to Take Notes**
- **Mayor Gaylor Baird Comments**
- **Proposed zoning text amendment to convert the special permit for the sale of alcohol to conditional uses** – Brian Will, Planner II, Lincoln-Lancaster County Planning Department: 402-441-6362; [bwill@lincoln.ne.gov](mailto:bwill@lincoln.ne.gov).

Brian will be discussing the special permit for alcohol sales. The current conditions and protections required within the special permit have been in place since 2004. Planning would like to discuss a proposal to change the processing of applications, noting that the process change proposed would not change any of the requirements; all conditions and protections would remain the same.

- **Announcements**
  - **Next Meeting / Agenda**
  - **Adjourn**
- 

**Next Mayor's Neighborhood Roundtable Meeting**  
**August 12, 2024, 5:30 p.m.**  
**Mayor's Conference Room**

**Severe Weather Policy:** *The Mayor's Neighborhood Roundtable meeting will be cancelled when severe weather warnings are issued including tornado, thunderstorm, and flash flood and when LPS closes due to weather.*

## Standards for Invoice Numbering

Stephanie L. Sargent <SSargent@lincoln.ne.gov>

Wed 7/3/2024 8:08 AM

To: Chris L. Hardesty <chardesty@lincoln.ne.gov>; Natasha J. Betts <NBetts@lincoln.ne.gov>; Justin J. Meyer <JJMeyer@lincoln.ne.gov>; Ben J. Wolf <BWolf@lincoln.ne.gov>; Rhonda M. Haas <RHaas@lincoln.ne.gov>; David S. Scheuler <dscheuler@lincoln.ne.gov>; Paul D. Lutomski <plutomski@lincoln.ne.gov>; JaMel E. Ways <JWays@lincoln.ne.gov>; Sandra Finn <SFinn@lincoln.ne.gov>; Amber M. Null <ANull@lincoln.ne.gov>; Tina L. Brendle <TBrendle@lincoln.ne.gov>; Kyle J. Oakley <koakley@lincoln.ne.gov>; Malerie A. McNair <MMcNair@lincoln.ne.gov>; Jessica M. Yesilcimen <JYesilcimen@lincoln.ne.gov>; Carmen J. Flynn <CJFlynn@lincoln.ne.gov>; Benjamin A. Sobel <BSobel@lincoln.ne.gov>; Connie L. Erickson <CErickson@lincoln.ne.gov>; Denise S. Bollwitt <dbollwitt@lincoln.ne.gov>; Seth T. Wilson <SWilson@lincoln.ne.gov>; Jim W. Ring <jring@lincoln.ne.gov>

📎 2 attachments (138 KB)

Standards for Invoice Numbering 07.02.24 Excel.xlsx; Standards for Invoice Numbering 07.02.24.pdf;

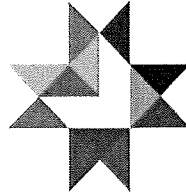
Hi All,

We've created a new document for the Standards for Invoice Numbering and made a couple of additions. Standards for grants and refunds with EO numbers have been added. Please update your documents accordingly and let me know if you have any questions!!

Have a great day and a fabulous Holiday!

Thank you,

Stephanie



**Stephanie Sargent**  
Accounting Supervisor | Accounting

Office of the City Controller  
Office: 402-441-7478

555 S 10th St, Rm 103  
Lincoln, NE 68508  
[lincoln.ne.gov/Accounting](http://lincoln.ne.gov/Accounting)

**LINCOLN**

**CITY OF LINCOLN STANDARDS FOR INVOICE NUMBERING**

Type of Invoice	Invoice Number	Invoice Date	Payment Remark
Standard Invoice	The first option should always be to use the invoice number on the invoice	Date on the invoice	Account number or customer number
If there is no invoice number you may use Option 1 or 2. Or find the appropriate category below.			
Option 1:	Account # followed by MM/YY (use month of service)	Date on the invoice	Account number or customer number
Option 2:	Use the date as the invoice # in the format of MM/DD/YY	Date on the invoice	Account number or customer number
Application & Certificate for Payment	Application NO: (followed by) Project NO:	Invoice Date	Period dates
CDL	CDL "Permit # or License # " YYYY	Date Permit/License issued	Last name of driver and year
Contractor's Application for Payment	Application NO: (followed by) Project NO:	Invoice Date	Period dates
Executive Answering Services	Account # MM/YY	Invoice Date or last date of service period	Customer number or phone number
Family Caregiver Payment	Dates of Service MM/DD-DD/YY Last name of service recipient	Invoice Date or last date of service period	First Last Name of service recipient and Month Serv
Filing Fee	FF_NAME_MM/DD/YY	Invoice Date or last date of service period	What the filing fee was for and YYYY
Grants	GRANT EO(EO #) MM/YY	First date of the month used in the invoice #	Program the grant is funding
Memberships	Membership # MM/YY	Invoice Date or last date of service period	Employee name and date of renewal
Mileage - Each month's mileage needs to be a separate invoice	MIL MM/YY	Last date of mileage period	Mileage period
Petty Cash	Time period of receipts being reimbursed	Date of last receipt being reimbursed	"Petty Cash" and department name
Postage	Account # MM/YY (Month of Service)	Invoice Date or last date of service period	Account # MM/YY
Refunds	REFUND MM/YY **if there is an EO #: REFUND EO (EO #) MM/YY	Invoice Date or last date of service period	Last name and refund YYYY
Registration	REG MM/DD/YY (first day of event)	Same date as used in the invoice #	Name of attendee and confirmation #
Retainage Payments	Application NO: (followed by) Project NO: (followed by) RETN	Invoice Date	Retainage Payment # or Final Retainage Payment
Sidewalk Reimbursement	SIDEWALK REIMB YEAR	First date of the month the reimbursement is being issued in	Address and Sq Feet
TIF Payments	TIF MONTH YEAR	Bond Due Date	"Name of location" TIF Bond
Travel Advance	TVL MM/DD/YY (first day of travel) for meal advance	Same date as used in the invoice #	Conference name, City, State
Travel Reimbursement	TVL MM/DD/YY (last day of travel) for other reimbursements	Same date as used in the invoice #	Conference name, City, State
Tuition	TUITION MM/DD/YY (first date of class)	Same date as used in the invoice #	Date completed
Utilities - LES, Black Hills, Lincoln Water	Account # MM/YY (ending month of service)	Invoice Date	Service address and dates of service
Windstream	Account # MM/YY	Invoice Date	Billing telephone number and dates of service

*Invoice Error in EI - When an EI Invoice error occurs and will not accept the invoice number, this indicates a duplicate entry of that invoice number for that vendor. Research is required and in all cases you should include your research results confirming this it is not a duplicate invoice. Never enter an altered invoice number without documenting your research results.*

*If there are spaces in the account number then include the spaces in the invoice number in EI. Also use any leading zeros in the invoice number.*

*We do not pay off of estimates or statements. A copy of the invoice needs to be requested from the Vendor in order to process the payment.*

*Finance does not mail remittance stubs. An account number or customer number should be entered in the payment remark field to meet the needs of the Vendor.*


*If a company reuses an invoice number, research to confirm it is being reused and is not a duplicate. In these cases, use the invoice number followed by the year YYYY, all 4 digits.*

## Administrative Approvals

Jennifer T. McDonald <JMcDonald@lincoln.ne.gov>

Wed 7/3/2024 8:15 AM

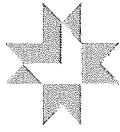
Cc: David R. Cary <dcary@lincoln.ne.gov>; Jennifer T. McDonald <JMcDonald@lincoln.ne.gov>

 1 attachments (182 KB)

AA weekly approvals City.docx;

Please see the attached Administrative Approval for June 25, 2024, through July 1, 2024.

Thank you.



**LINCOLN**

Planning Department



Jennifer McDonald

Administrative Aide II | Administration

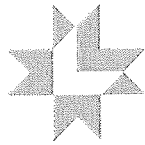
Lincoln-Lancaster County Planning Department

Office: 402-441-6365 | Fax: 402-441-6377

555 S 10th St, Ste 213

Lincoln, NE 68508

[lincoln.ne.gov/Planning](http://lincoln.ne.gov/Planning)



**LINCOLN**  
Planning Department



## MEMO

Date: July 3, 2024  
To: City Clerk  
From: Jennifer McDonald  
Subject: Administrative Approvals

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This is a list of City administrative approvals by the Planning Director from June 25, 2024, through July 1, 2024:

Administrative Amendment 24028 to the Highland View Preliminary Plat 18003, NW 18<sup>th</sup> Street & W Beartooth Drive, was approved by the Planning Director on June 27, 2024, to revise the lot layout, increase the number of lots, and amend the Grading & Drainage plan of the single-family detached lots in the northwestern portion of the subdivision.

Administrative Amendment #24027 to Change of Zone #05061F Southwest Village Planned Unit Development was approved by the Planning Director on July 1, 2024, to revise the plans for future horse barns, generally located at the southwest corner of S. 1<sup>st</sup> Street and W. Denton Road.

## Year End Deadlines

Stephanie L. Sargent <SSargent@lincoln.ne.gov>

Wed 7/3/2024 10:57 AM

To:Chris L. Hardesty <chardesty@lincoln.ne.gov>;Natasha J. Betts <NBetts@lincoln.ne.gov>;Justin J. Meyer <JJMeyer@lincoln.ne.gov>;Ben J. Wolf <BWolf@lincoln.ne.gov>;Rhonda M. Haas <RHaas@lincoln.ne.gov>;David S. Scheuler <dscheuler@lincoln.ne.gov>;Paul D. Lutomski <plutomski@lincoln.ne.gov>;JaMel E. Ways <JWays@lincoln.ne.gov>;Sandra Finn <SFinn@lincoln.ne.gov>;Amber M. Null <ANull@lincoln.ne.gov>;Tina L. Brendle <TBrendle@lincoln.ne.gov>;Kyle J. Oakley <koakley@lincoln.ne.gov>;Malerie A. McNair <MMcNair@lincoln.ne.gov>;Jessica M. Yesilcimen <JYesilcimen@lincoln.ne.gov>;Carmen J. Flynn <CJFlynn@lincoln.ne.gov>;Benjamin A. Sobel <BSobel@lincoln.ne.gov>;Denise S. Bollwitt <dbollwitt@lincoln.ne.gov>;Seth T. Wilson <SWilson@lincoln.ne.gov>;Jim W. Ring <jring@lincoln.ne.gov>;Paula E. Lueders <plueders@lincoln.ne.gov>

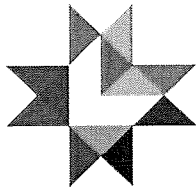
📎 1 attachments (106 KB)

Year End Deadlines Purchasing.pdf;

Hi All,

Please review this document regarding year end deadlines and plan accordingly.

Thanks!



**LINCOLN**

**Stephanie Sargent**  
Accounting Supervisor | Accounting

Office of the City Controller  
Office: 402-441-7478

555 S 10th St, Rm 103  
Lincoln, NE 68508  
[lincoln.ne.gov/Accounting](https://lincoln.ne.gov/Accounting)

INTER-DEPARTMENT COMMUNICATIONS  
CITY OF LINCOLN/LANCASTER COUNTY  
PURCHASING DIVISION

DATE: July 1, 2024  
TO: All Departments/Divisions

FROM: Pete Kroll/Melinda Jones

SUBJECT: End of Year deadlines for payment vouchers, requisitions, transfer, etc.,  
to be charged to FY2023/2024 Budget

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**PURCHASE REQUISITIONS** - In order to close-out the fiscal year, a PO must be executed by **Friday, August 23, 2024**. To achieve this, requisition cut-offs will be as follows:

All purchases that will require a bid/quote and subsequent purchase order must be entered into JDE by **Wednesday, July 10, 2024**. This includes any purchase over \$10,000.00. Remember, if you believe it is going to be close to the \$50,000.00 threshold, it is best to use the Formal Bid Process as quotes that come in over \$50,000.00 are rejected and a new formal bid issued.

Any requisition submitted for PO from contract must be entered into JDE by Friday, August 16, 2024. **Any requisition entered after August 16<sup>th</sup> will be held and processed after September 9, 2024.**

Deadlines have been set earlier this year to allow time for EO's, DO's, and any other approvals that may be required to complete a PO.

**PAYMENT VOUCHERS, INTER-DEPARTMENTAL TRANSFERS AND ESTIMATES FOR PAYMENTS** must be received in Finance no later than **Wednesday, August 21, 2024**. Even though the above Payment Vouchers will be charged to August expenditures, a check may not be written until September.

**MISCELLANEOUS ENCUMBRANCES (other than purchase orders and contracts which are entered into JDE)** must be submitted to the attention of Melinda Jones in writing by 4:30 on **Wednesday, August 7, 2024** for review. Keep in mind that encumbrances must be covered by a contract. Requests to reappropriate balances that are not encumbered by PO or Miscellaneous Encumbrance through the budget resolution were due to the Budget Office on July 2, 2024.

**TRAVEL ADVANCES:** If a trip ends before the end of August, please get the expense statement and any money to be returned to Finance Accounting no later than **12:00 P.M. on Wednesday, August 21, 2024** so that the return money can be credited to the 2023-2024 budget, otherwise it will be considered a prior-year refund in 2024-2025.

**P-CARD PURCHASES:** P-Card transactions will need to post to the August Statement to be charged against the current year budget. The billing cycle closes on August 26<sup>th</sup> so we recommend payments be made before August 16<sup>th</sup>. P-Card transactions that do not post to the August Statement will be charged to the 2024-2025 budget.

**Purchase Orders (PO) should not be paid with a P-Card now or during the fiscal year. You need to use PO in order to release the encumbrance.**

Any of the above documents not received by the appropriate deadline will be considered 2024-2025 business. If you have any questions, please call Pete Kroll at 441-8309 regarding the purchasing procedures or Melinda Jones at 441-8302 regarding the accounting procedures.



Planning Department Summary Report List - Applications scheduled for CC intro. on July 15, 2024, Hearing July 22, 2024 and CB briefing July 11, 2024 and Hearing July 23, 2024

Jennifer T. McDonald <JMcDonald@lincoln.ne.gov>

Wed 7/3/2024 1:16 PM

To:Council Packet <CouncilPacket@lincoln.ne.gov>

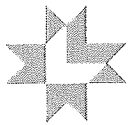
Cc:David R. Cary <dcary@lincoln.ne.gov>;Steve S. Henrichsen <shenrichsen@lincoln.ne.gov>

📎 1 attachments (189 KB)

sumrptlist 070324.pdf;

For your information.

Thank you,



**LINCOLN**  
Planning Department



**Jennifer McDonald**

Administrative Aide II | Administration

Lincoln-Lancaster County Planning Department

Office: 402-441-6365 | Fax: 402-441-6377

555 S 10th St, Ste 213

Lincoln, NE 68508

[lincoln.ne.gov/Planning](http://lincoln.ne.gov/Planning)

**Planning Department**  
**SUMMARY REPORT LIST -**  
**CITY COUNCIL: Introduction July 15, 2024**  
**Public Hearing: July 22, 2024, 3:00 p.m.**

COMPREHENSIVE PLAN CONFORMANCE 24015, to review as to conformance with the 2050 Lincoln- Lancaster County Comprehensive Plan, an amendment to the FY 2022/23 – 2027/28 Capital Improvement Program (CIP) to add the "Bethany Land Purchase – 1700 N. Cotner Blvd" project, to allow for the purchase of property generally located- at 1700 N Cotner Boulevard.	06/05/24	06/05/24	A Thierolf

**County Board Briefing: July 11, 2024, at 9:00 am**  
**CB Public Hearing: July 23, 2024**

COUNTY SPECIAL PERMIT 24014 to allow for the Cedar Hills AG CUP (Community Unit Plan), to allow five single family dwelling units, with associated waivers, on property generally located on W. Old Cheney Road between SW 56th Street and SW 77th Street. <b>*FINAL ACTION* Appealed</b>	06/26/24	06/26/24	G Wesselhoft
CHANGE OF ZONE 24002, from AG (Agricultural District) to I (Industrial District) for D.C. Addition, on property generally located at the SW corner of the intersection of Mill Road & N 162nd Street.	06/26/24	06/26/24	G Wesselhoft

f:\devreview\factsheets\sumrpt list

## RE: Year-End Transfer & Reappropriation Requests & Budget Related City Council Agenda Items

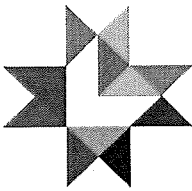
Claire Y. Oglesby <COglesby@lincoln.ne.gov>

Wed 7/3/2024 3:53 PM

To: Budget Users <BudgetUsers@lincoln.ne.gov>

July 2<sup>nd</sup> was the due date to submit your department's Year-End Transfer & Reappropriation Requests. If you have not sent submitted your Year-End spreadsheet or communicated with your budget analyst, please do so. The budget office will review the department spreadsheets and begin preparing the year-end budget resolution and CIP Transfer Ordinance.

Thank You



**LINCOLN**

**Claire Oglesby**

Budget and Administrative Analyst |  
Budget

City of Lincoln | Finance Department  
Office: 402-441-8301 | Fax: 402-441-8325

555 S 10th St, Rm 103

Lincoln, NE 68508

[lincoln.ne.gov/Budget](http://lincoln.ne.gov/Budget)

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**From:** Liza A. Alderman <LAlderman@lincoln.ne.gov>

**Sent:** Friday, June 14, 2024 10:23 AM

**To:** Budget Users <BudgetUsers@lincoln.ne.gov>

**Subject:** Year-End Transfer & Reappropriation Requests & Budget Related City Council Agenda Items

The fiscal year-end is quickly approaching. It's time to make year-end projections and notify the Budget Office of any budget revisions to be included in the year-end budget resolution and CIP transfer ordinance. This includes any specific line-item balances you would like to reappropriate or any transfers you would like to make.

Please submit the following information as it applies to your department on a copy of the attached spreadsheet, which requires business units and object codes. You will need to make a copy of the spreadsheet for each tax and tax-subsidized fund.

Following is a list of specific items that may apply to your department:

- 1) For tax and tax-subsidized funds, an estimate of the August 31, 2024, remaining appropriation balance. The Budget Office only monitors the budget for the entire department in a particular fund. Divisions, sections, or business units can be over budget if the budget for the total department, for that fund, does not exceed the authorized budget.
  - a. Any CIP transfer amounts included in your department's year-end balance are automatically reappropriated and should not be used when determining the estimated remaining amount

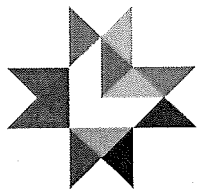
from your operating budget.

- b. Police and Fire departments only, please enter the amount of General Fund, 9-1-1 Communications Fund, and EMS Fund CARES funding estimated to be remaining on August 31, 2024.
- 2) Any non-tax funds where the cash balance on August 31, 2024, is expected to be negative and the amount.
- 3) Any transfers between CIP projects where actual expenditures will exceed appropriations and/or will have a negative cash balance on August 31, 2024. Remaining appropriations from any completed project can be transferred to another CIP project or lapsed to the balance of the fund to close out completed projects. This will be used for the annual CIP Transfer Ordinance.
- 4) For Parks and Recreation and Library departments, the amount of any unencumbered FY 2023-24 KENO funds remaining in the operating budget if you would like to reappropriate the unexpended balance.

Please complete the attached spreadsheet and submit this information by **Tuesday July 2nd**. Early responses are appreciated and encouraged. Instructions are provided on each tab of the spreadsheet. Budget Office staff are available to help with any questions.

**Please work with your designated Budget Analyst to resolve questions and submit completed spreadsheets.**

Thanks,



**LINCOLN**

**Liza Alderman**  
Budget and Administrative  
Analyst | Budget

City of Lincoln | Finance  
Department  
Office: 402-441-8303 | Fax:  
402-441-8325

555 S 10th St, Rm 103  
Lincoln, NE 68508  
[lincoln.ne.gov/Budget](http://lincoln.ne.gov/Budget)

# Parks & Recreation Advisory Board / Lincoln Parks Foundation Board Joint Annual Gathering

Angela Quinn <AQuinn@lincoln.ne.gov>

Fri 7/5/2024 11:05 AM

📎 1 attachments (193 KB)

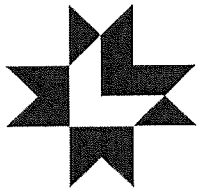
07-11-2024 Joint PRAB-LPFBOD Itinerary.pdf;

Hello, everyone! I hope you all had a safe and happy 4<sup>th</sup> of July!

Just a reminder that the Parks & Recreation Advisory Board will not be holding a regular meeting this month. July is traditionally the Joint Annual Gathering of PRAB and the Lincoln Parks Foundation Board of Directors, which will be held during the regular meeting timeframe on Thursday, July 11<sup>th</sup>, at 4:00 p.m.

Next Thursday's gathering will convene at the Antelope Enclosed shelter at Antelope Park and you should all have received an Outlook calendar invitation previously. The group will enjoy a walking tour that will end at the west end of the park to visit the new Public Gardens greenhouses. Please wear comfortable clothing and shoes, and do not hesitate to let us know in advance if we can provide assistance for any mobility issues.

A copy of the itinerary is attached. We look forward to seeing you all there to gather and socialize with our Lincoln Parks Foundation friends!



**LINCOLN**  
Parks and Recreation

**Angela Quinn**

Executive Secretary to the Director | Administration

City of Lincoln | Parks and Recreation

Office: 402-441-8264 | Fax: 402-441-9249

3131 O Street, Suite 300

Lincoln, NE 68510

[lincoln.ne.gov/Parks](http://lincoln.ne.gov/Parks)

**JOINT ANNUAL GATHERING OF  
PARKS AND RECREATION ADVISORY BOARD  
AND  
LINCOLN PARKS FOUNDATION BOARD OF DIRECTORS**

**HOSTS:** Maggie Stuckey-Ross, Director, Lincoln Parks & Recreation Department  
Randy Gordon, Executive Director, Lincoln Parks Foundation

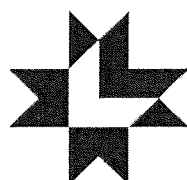
**DATE & TIME:** July 11, 2024 -- 4:00 - 5:30 p.m.

**LOCATION:** Antelope Enclosed Shelter, Antelope Park, 1650 Memorial Drive

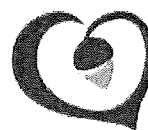
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**ITINERARY**

1. **Welcome & Light Refreshments To-Go** (4:00-4:10 pm) – Maggie & Randy
2. **Walk Through Veteran’s Memorial Garden** (4:10-4:15 pm)
3. **Mini-Tour of Auld Pavilion** (4:15-4:35 pm) – JJ Yost & Shawn Quinn
4. **Update of Antelope Playground** (4:40-5:00 pm) – JJ Yost & Kaylyn Neverve
5. **Visit New Public Gardens Greenhouses** (5:08-5:25 pm) – Zac Halley & Mike Fallon
6. **Depart** – Have a great evening!
7. ***Don’t miss these upcoming Events in the Parks:***
  - Pinewood Performing Arts Musical (Tarzan) at Pioneers Park Pinewood Bowl, July 11-14 and July 18-21, 8 p.m.
  - KZUM Summer Concert Series at Stransky Park, Thursdays thru July 25<sup>th</sup>, 7-9 p.m.
  - Municipal Band Summer Concert Series at Antelope Park Bandshell, Sundays thru August 25<sup>th</sup>, 7 p.m.
  - Movies in the Park, Fridays starting at 9 p.m. (dark):
    - July 12<sup>th</sup> – Antelope Park Bandshell
    - July 26<sup>th</sup> – Belmont Recreation Center
    - August 2<sup>nd</sup> – F Street Community Center
    - August 5<sup>th</sup> – Calvert Recreation Center
    - August 9<sup>th</sup> – Antelope ark Bandshell
    - August 16<sup>th</sup> – Easterday Recreation Center
  - Hub & Soul at Union Plaza, last Fridays monthly thru September, 6-9 p.m.
  - Offices closed for Labor Day, Monday, September 2<sup>nd</sup>
  - Bites, Bikes, and Bison at Pioneers Park Nature Center, September 8<sup>th</sup>, begins 10:30 a.m.
  - Art In the Garden at Sunken Gardens, Saturday, Sept. 14<sup>th</sup>, 10 a.m.-6 p.m.



**LINCOLN**  
Parks and Recreation



**LINCOLN PARKS  
FOUNDATION**

We love our parks.

# Tentative Changes to the 2024-25 Mayor's Proposed Budget

Sherry Wolf <swolf@lincoln.ne.gov>

Mon 7/8/2024 10:09 AM

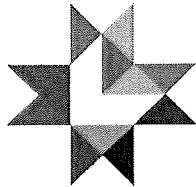
To:Sandra J. Washington <SWashington@lincoln.ne.gov>;Justin P. Carlson <JPCarlson@lincoln.ne.gov>;Bennie R. Shobe <BShobe@lincoln.ne.gov>;James M. Bowers <JBowers@lincoln.ne.gov>;Tom J. Beckius <TBeckius@lincoln.ne.gov>;Tom Duden <TDuden@lincoln.ne.gov>;Brodey B. Weber <BWeber@lincoln.ne.gov>

Cc:Benjamin A. Sobel <BSobel@lincoln.ne.gov>;Steve D. Hubka <Steve.Hubka@lincoln.ne.gov>;Lyn E. Heaton <LEHeaton@lincoln.ne.gov>;Jon D. Carlson <jcarlson@lincoln.ne.gov>

Greetings City Council Members!

Just a quick reminder that per City Council Resolution A-93138 any proposed tentative changes to the proposed Budget must be submitted to the Budget Office by 3 pm on Friday, July 12<sup>th</sup> for distribution to the entire City Council and publication on our website. If changes are submitted, Council would hold discussions on those tentative changes on Monday July 15<sup>th</sup> and then vote on the tentative changes on Wednesday July 17<sup>th</sup>. All of the specific dates for this and the remainder of the 2024-26 Budget Process are available on the Finance/Budget website: <https://www.lincoln.ne.gov/files/sharedassets/public/v/1/finance/budget/2024-2026-budget/24-26-city-council-budget-calendar-5-24-24.pdf>

Please email any proposed tentative changes to me at [swolf@lincoln.ne.gov](mailto:swolf@lincoln.ne.gov) . I'll be happy to assist you with any questions. Thank you.



**LINCOLN**

Sherry Wolf-Drbal  
Budget Officer | Budget

City of Lincoln | Finance Department  
Office: 402-441-8305 | Fax: 402-441-8325

555 S 10th St, Rm 103  
Lincoln, NE 68508  
[lincoln.ne.gov/Budget](https://www.lincoln.ne.gov/Budget)



## Downtown improvements

Autumn Hoskins <autumnhoskins15@gmail.com>

Mon 7/1/2024 11:22 AM

To: Council Packet <CouncilPacket@lincoln.ne.gov>

Hi, my name is autumn Hoskins. I am 23 and have lived here all my life. I just read an article on downtown improvements this year. I am excited and want to get my opinion in on what I'd like to see.

- more colorful buildings or decor rather than monotone colors.
- better sidewalks or roadway or crossing areas for skateboarding. I am a skateboarder and love going downtown and it's difficult to get around on uneven sidewalks or crosswalks with bump mats. I like the bump mat one that have room to go around without hitting the curb.
- plants that are still pretty, mainly flowers, that are also native to Nebraska and not just for pretty aesthetic looks.
- this isn't necessarily downtown but more trash cans in the neighborhoods.
- also not downtown and more of startran thing, but cigarette red box things at more stops.
- also startran but more sitting areas at almost every stop. It really helps when you can sit while waiting.

I really enjoy the improvements that you guys already have planned and I'm glad Lincoln is still keeping in touch with the history of what we already have. I enjoy all of the events or regular day to day things to do: it's hard to talk to people who say there's nothing to do in Lincoln but to drink it seems. I'm glad we are getting more to this city like the skatepark in the haymarket area and a new bus station which all of us bus goers are patiently waiting on. Thank you again for whoever is working on this and all the work put in to it.



## Council Comment - Sylva Finke

Sylva Finke has submitted a comment for Council. Please see the attached comment

Na me	Sylva Finke
Ph on e nu mb er	4024643851
Em ail ad dre ss	dwf_sjf@yahoo.com
Yo ur co m me nt	I've tried every way possible to find a phone number with someone answering to see if there is a Meeting today and if it's televised?? I found ONE number for Council but says Cannot take your calls now??? Very Frustrating!!! Since I am on here Is it possible to have the people with raised hands sit back a few rows, so they don't keep moving to get on camera as it makes it difficult or impossible to see the people testifying with my hearing problem to see their face??

## Tornado sirens

Gina F <ginabrandenburger@gmail.com>

Tue 7/2/2024 8:37 AM

To:Council Packet <CouncilPacket@lincoln.ne.gov>

Hello council members,

I am writing to you today because I am concerned about the increase in dangerous weather due to climate change.

I live in South Lincoln and there have been two tornado warnings this summer in the middle of the night, where the tornado sirens went off. They are so far away from my house, that they can only be heard if all fans and TVs are off and we are specifically listening for them. I am sure there are other parts of Lincoln that are similar.

I'm happy to give my address and the location of the nearest siren if requested, but I do not want them published.

Please consider adding more tornado sirens throughout the city so that residents are not left sleeping through tornadoes. After watching the destruction in Elkhorn, I can't imagine how much loss of life there would have been if that tornado was in the middle of the night.

If this is a county issue rather than a city issue, please let me know and I will email them. I just had to reach out to someone while this was at the top of my mind.

Thank you all for your work.

Gina Frank

College View area

## prima facie evidence

Robert Borer <robertjborer@gmail.com>

Wed 7/3/2024 10:39 AM

To: Bena, Wayne <wayne.bena@nebraska.gov>; robert.evnen@nebraska.gov <robert.evnen@nebraska.gov>; SOS ELECT <sos.elect@nebraska.gov>; electionofficials@ne.gov <electionofficials@ne.gov>; legislators@ne.gov <legislators@ne.gov>; executivebranch@ne.gov <executivebranch@ne.gov>

Minnehaha County, SD Auditor Leah Anderson is making ES&S and friends look like fools. She's the only election official out of all of SD and NE actually doing her job.

The lack of transparency by everyone else is a dead giveaway. It's prima facie evidence that none of you want to be held accountable for the kind of job you're doing.

Public sentiment is not favorable. Probably in the red.

fyi

On Thu, Jun 27, 2024 at 10:16 AM Robert Borer <[robertjborer@gmail.com](mailto:robertjborer@gmail.com)> wrote:

your black box voting scam is coming to an end in the not too distant future

your system has been exposed

transparency and verifiability are no-brainers in public elections

there's no where to legally hide

you have shipwrecked your conscience and credibility

## Council Comment - Doug Friendt

OpenForms <noreply@openforms.com>

Wed 7/3/2024 9:26 AM

To: Benjamin A. Sobel <BSobel@lincoln.ne.gov>

📎 1 attachments (27 KB)

SubmissionReceipt-SubmitAComment-43.pdf;



## Council Comment - Doug Friendt

Doug Friendt has submitted a comment for Council. Please see the attached comment

Name	Doug Friendt
Phone number	4024178169
Email address	dfriendt@neb.rr.com
Your comment	When will the city start repaving the main arterials (56th, 48th, etc.) which are in terrible condition? It seems almost all of the repaving is being done on side streets. This makes no sense.

## Council Comment - Patricia Spitzer

OpenForms <noreply@openforms.com>

Thu 7/4/2024 3:31 PM

To: Benjamin A. Sobel <BSobel@lincoln.ne.gov>

📎 1 attachments (27 KB)

SubmissionReceipt-SubmitAComment-44.pdf;



## Council Comment - Patricia Spitzer

Patricia Spitzer has submitted a comment for Council. Please see the attached comment

Name	Patricia Spitzer
Phone number	402-525-9726
Email address	pat_spitzer@yahoo.com
Your comment	The constant noise created by fireworks exploding in all directions from early morning to the wee hours of the following morning and the pollution they create has become a serious problem every July 3rd and 4th. It has gotten so bad, for the past six or seven years, I actually leave town during this holiday. What can be done? Thank you.

## Council Comment - Vernon Jensen

OpenForms <noreply@openforms.com>

Thu 7/4/2024 10:49 PM

To: Benjamin A. Sobel <BSobel@lincoln.ne.gov>

📎 1 attachments (27 KB)

SubmissionReceipt-SubmitAComment-45.pdf;



## Council Comment - Vernon Jensen

Vernon Jensen has submitted a comment for Council. Please see the attached comment

Name	Vernon Jensen
Phone number	623-363-9002
Email address	vjensen7321@gmail.com
Your comment	I live at 9135 S. 71st Street in Lincoln. It has sounded like a war zone with fireworks for the past week at night. Why does the City allow this inside City Limits. I have found fragments aerial fireworks in my yard. Why is this allowed and why aren't the police doing anything. Change the law to prohibit this garbage. It has gotten ridiculous. Something needs to be done.

## Accident Claim - Nathan Pilakowski

Nathan Pilakowski <npilakow@gmail.com>

Fri 7/5/2024 1:37 PM

To: Council Packet <CouncilPacket@lincoln.ne.gov>

 2 attachments (671 KB)

Ltr to Lauri & Nathan Pilakowski 6.17.2024.pdf; nathan collision.PDF;

Hello this is Nathan Pilakowski,

I plan on going to the city council meeting Monday July 8th to dispute my claim as addressed in the previous email. Below I have pasted an email from our attorney discussing the liability involved in the case occurring on May 11th, 2024. I plan to dispute to the best of my ability in my time in court on Monday,

Lauri,

I hope you are all having a great Fourth of July outing. We look forward to swimming in your pool later today.

I copied some Nebraska case law and jury instructions which set out the wording of Nebraska law that applies to Nate's claim. It seems to me that the driver of the Firetruck was at fault, and that the City should pay your claim. I recommend addressing a letter or e mail and sending it to the e mail address the City Attorney sent to you. It does not have to be anything elaborate. It would probably be best if you (of Nate) just sent an explanation of what happened along with your car repair estimate. Good luck and let me know how it turns out. If the City denies your claim you may want to look in to getting an attorney.

The basic laws applying to this situation provide:

**A motorist has the duty to look both to the right and to the left and to maintain a proper lookout for the motorists' safety and that of others. Springer v. Bohling, 263 Neb. 802, 643 N.W.2d 386 (2002). As a general rule, a motorist's failure to look, when looking would have been effective in avoiding a collision, is negligence as a matter of law. Keul v. Harless, 222 Neb. 313, 383 N.W.2d 744 (1986).**

### **Civ. 7.03A Negligence on the Part of a Driver—Lookout, Control, Conditions Affecting Visibility, and Other Considerations**

Drivers are negligent if they do something a reasonably careful driver in the same situation would not have done, or fail to do something a reasonably careful driver in the same situation would have done.

For example, drivers are negligent if they fail to see or hear those things that would have been seen or heard by a reasonably careful driver in the same situation. They are also negligent if they fail to keep their vehicles under such control as a reasonably careful driver would have, in the same situation.

### **NJI2d Civ. 7.17 Moving a Stopped Vehicle—Right-of-Way**

Nebraska statutes provide that a person who moves a stopped[, standing, or parked] vehicle must wait until it can be moved with reasonable safety and must yield the right-of-way to all other vehicles and pedestrians affected by such movement.

### **Neb.Rev.St. § 60-6,150**

60-6,150. Moving a stopped, standing, or parked vehicle; yield right-of-way

Currentness



No person shall move a vehicle which is stopped, standing, or parked without yielding the right-of-way to all other vehicles and pedestrians affected by such movement and in no event until such movement can be made with reasonable safety.



**KENNETH J. MORTON**

**Wallace Saunders | Attorneys at Law**

913.752.5575 | [kmorton@wallacesaunders.com](mailto:kmorton@wallacesaunders.com)

10111 West 87th Street | Overland Park, KS 66212

Phone 913.888.1000 | Fax 913.888.1065

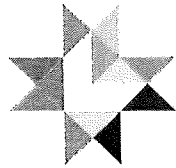
**wallacesaunders.com**



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Thank you,  
Nathan Pilakowski



LINCOLN

June 17, 2024

Lauri & Nathan Pilakowski  
1018 Stonecreek Dr.  
Lawrence, KS 66049  
[lauripilakowski@gmail.com](mailto:lauripilakowski@gmail.com)

RE: Claim Against the City of Lincoln

Dear Lauri & Nathan Pilakowski:

This is in response to your claim received in this office on May 31, 2024, regarding an accident involving a Lincoln Fire and Rescue vehicle that occurred on May 11, 2024. It is this office's responsibility to investigate the merits of claims that are filed against the City of Lincoln and make a recommendation to the Lincoln City Council. In order for a claim to be authorized for payment from public funds, it must be shown that there exists a legal basis for such authorization.

I have had an opportunity to evaluate your claim. After reviewing your statement, that of the City driver, and the accident report completed by the Lincoln Police Department, I cannot recommend that the City of Lincoln assume liability for this accident. It appears that there is not sufficient evidence to support the conclusion that the City driver was negligent. I am referring this matter to the Lincoln City Council with a recommendation that the claim be denied.

The Lincoln City Council will consider your claim at its regularly scheduled meeting on Monday, July 8, 2024, at 3:00 p.m. in the Council Chambers, 555 South 10<sup>th</sup> Street, Suite 112. You may appear in person at that date and time to discuss your claim and/or you may contact the City Council in writing prior to that date by email at [council@lincoln.ne.gov](mailto:council@lincoln.ne.gov). **If you do intend to appear at the City Council meeting in person, please advise this office prior to Friday, July 5, 2024, at 402-441-7281.**

Sincerely,

Lily L. Ealey  
Assistant City Attorney

LLE/skb

Today's Date: 5/30/2024

Claimant Name: Nathan Pilakowski

Claimant Address: 1018 Stonecreek Dr Lawrence KS 66049

Claimant Phone Number: 785-218-9049

Claimant Email: [lauripilakowski@gmail.com](mailto:lauripilakowski@gmail.com)

Date and time of incident: 5/11/2024 Morning

Individuals/Department involved: Jonathan Reed – City of Lincoln Fire Department

Location where incident occurred: Casey's on N 17<sup>th</sup> Street in Lincoln

Description of event: I (Nathan) was leaving the parking lot at Casey's after going inside and I followed behind the fire department vehicle. As they pulled into their parking spot, I went forward. As I was moving forward, he began to back up into a separate parking spot. I immediately stopped and tried to make my presence known by yelling out of my window. Before I could get out of the way, the fire department vehicle backed into the front of my car. Everyone involved was very nice and I talked to them while we waited for the police department to come and document the incident. I do not believe that this is a "no fault" accident. There was no where for me to move to avoid contact with the vehicle and they backed into my car very unexpectedly. I did not suffer any injury from the incident.

Additional Information: I was given the form that is attached with information about the accident. When I spoke to our insurance agent in Kansas, he was told by the fire department that someone from risk management in Lincoln would contact me. When I had not received contact after 2 weeks, I reached out to the city and they gave us these instructions. We did get an estimate that I have attached. This estimate does not include rental car for the time that the car is being repaired. We have been without this vehicle since May 11, 2024.

\*We do not feel comfortable with the safety of moving the vehicle from Kansas back and forth to Nebraska nor driving it locally as lights are affected. We have access to another vehicle, but it is not sustainable, so we'd like to expedite this process so we can make decisions on how to move forward. I included an estimate of damage.

\*We make a choice to carry liability insurance on this vehicle, so we cannot start the process to work through our insurance and let them litigate with the City of Lincoln after the fact which has been recommended by some.

Total Amount requested that the city pay: \$7000. This includes the cost for totaling the vehicle as cost to repair exceeds thresholds. This replacement cost is based on Kelley Blue Book estimates and the cost of repair including rental during repair time. Car rental for an appropriate car would be \$35 a day which already totals \$735 from the date of the accident.

## Filing a Notice of Claim

### **Process for Filing a Notice of Claim**

Nebraska Revised Statute § 13-905 requires that any person seeking to file a tort (including negligence) claim against the City of Lincoln must provide Notice of the events giving rise to the claim within one (1) year from the date of the occurrence. This Notice must be in writing and be provided to the City Clerk's Office or the City Attorney's Office. The written Notice should contain the following information:

- Claimant's name, address, phone number, and email;
- Date and time of incident;
- Individuals and/or City Department involved, if known;
- Location where incident occurred;
- A description of what happened, and why you believe the City is responsible;
- Invoices, receipts, estimates, photographs, or any other supporting documentation; and
- Total amount you are requesting that the City pay.

The Notice must be delivered to:

City Clerk's Office  
555 S. 10th Street, Rm. 103  
Lincoln, NE 68508

or

City Attorney's Office  
555 S. 10th Street, Rm. 300  
Lincoln, NE 68508  
[claims@lincoln.ne.gov](mailto:claims@lincoln.ne.gov)

### **What Happens Next**

Upon receipt, the City Attorney's Office will investigate the claim. Pursuant to Nebraska Revised Statute § 13-906, the City has six (6) months to investigate a claim. After the investigation is complete, the claim will either be approved or denied, based on the information available.

If approved, a release will be sent to the Claimant. Upon receipt of a signed release, the claim will be processed for payment. If denied, a denial letter will be sent to the Claimant and the claim will be forwarded to the Lincoln City Council for consideration and disposition. The Claimant may contest a denial before the Lincoln City Council at the next regularly scheduled meeting.

This information is provided as a service and is not intended to substitute for legal advice. You are responsible for compliance with the current requirements of the Nebraska Political Subdivisions Tort Claims Act, Neb. Rev. Stat. § 13-901, et seq.

02/01/2021



# Wayne's Body Shop Inc.

4721 Cooper Ave., Lincoln, NE 68506  
Phone: (402) 483-2120

Workfile ID: 2e49c24d  
PartsShare: 7WV4Js  
Federal ID: 47-0811392

## Preliminary Estimate

**Customer: PILAKOWSKI, NATHAN**

Written By: Shawn Schulzkump

Insured: PILAKOWSKI, NATHAN  
Type of Loss:  
Point of Impact:

Policy #:  
Date of Loss:

Claim #:  
Days to Repair: 0

**Owner:**  
PILAKOWSKI, NATHAN  
(785) 218-9019 Business

**Inspection Location:**  
Wayne's Body Shop Inc.  
4721 Cooper Ave.  
Lincoln, NE 68506  
Repair Facility  
(402) 483-2120 Day

**Insurance Company:**

## VEHICLE

2014 VW Passat SE Automatic PZEV 4D SED 4-1.8L Turbocharged Gasoline Gasoline Direct Injection

VIN: 1VWBT7A34EC093626	Interior Color:	Mileage In:	Vehicle Out:
License:	Exterior Color:	Mileage Out:	
State:	Production Date:	Condition:	Job #:

**TRANSMISSION**  
Automatic Transmission

**POWER**  
Power Steering  
Power Brakes  
Power Windows  
Power Locks  
Power Mirrors  
Heated Mirrors  
Power Driver Seat

**DECOR**  
Dual Mirrors  
Tinted Glass  
Console/Storage

Overhead Console

**CONVENIENCE**  
Air Conditioning  
Intermittent Wipers  
Tilt Wheel  
Cruise Control  
Rear Defogger  
Keyless Entry  
Alarm  
Steering Wheel Touch Controls  
Telescopic Wheel  
Backup Camera

**RADIO**  
AM Radio

FM Radio  
Stereo  
Search/Seek  
CD Player  
Auxiliary Audio Connection  
Satellite Radio

**SAFETY**  
Drivers Side Air Bag  
Passenger Air Bag  
Anti-Lock Brakes (4)  
4 Wheel Disc Brakes  
Front Side Impact Air Bags  
Head/Curtain Air Bags  
Communications System

Hands Free Device

**SEATS**  
Bucket Seats  
Reclining/Lounge Seats  
Leather Seats  
Heated Seats

**WHEELS**  
Aluminum/Alloy Wheels

**PAINT**  
Clear Coat Paint

**OTHER**  
Traction Control  
Stability Control  
Signal Integrated Mirrors

Get live updates at [www.carwise.com/e/4MSieV](http://www.carwise.com/e/4MSieV)

**Preliminary Estimate**

**Customer: PILAKOWSKI, NATHAN**

2014 VW Passat SE Automatic PZEV 4D SED 4-1.8L Turbocharged Gasoline Gasoline Direct Injection

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		<b>FRONT BUMPER</b>					
2		O/H front bumper				2.9	
3	<>	Repl Bumper cover	561807217BGRU	1	501.67	Incl.	2.4
4		Add for Clear Coat					1.0
5		Repl License bracket	5618072879B9	1	29.60	0.2	
6		Repl Lower grille	5618536779B9	1	160.00	Incl.	
7		<b>GRILLE</b>					
8		Repl Grille w/chrome strip	561853651BOQE	1	320.00	Incl.	
9		<b>FRONT LAMPS</b>					
10		R&I RT Headlamp assy				0.3	
11		R&I LT Headlamp assy				0.3	
12		<b>HOOD</b>					
13		Repl Hood	561823031E	1	772.03	1.6	2.6
14		Overlap Major Non-Adj. Panel					-0.2
15		Add for Clear Coat					0.5
16		Add for Underside(Complete)					1.3
17		R&I Insulator pad				Incl.	
18		Repl Lock support	561805567A	1	124.87	0.3	
19		<b>FENDER</b>					
20	*	Blnd RT Fender					1.0
21	*	Blnd LT Fender					1.0
22		R&I RT Fender liner				0.3	
23		R&I LT Fender liner				0.3	
24		<b>MISCELLANEOUS OPERATIONS</b>					
25	#	Subl Hazardous waste removal		1	6.00 X		
26	#	Repl Cover car		1	10.00	0.2	
27	#	Repl Corrosion protection		1			0.3
28	#	Repl Flex additive		1	6.00		
29	#	Pre-Scan Hook Up & Fee		1	25.00 X	1.0 M	
30	#	Post-Scan Hook Up & Fee		1	25.00 X	1.0 M	
<b>SUBTOTALS</b>					<b>1,980.17</b>	<b>8.4</b>	<b>9.9</b>

Preliminary Estimate

Customer: PILAKOWSKI, NATHAN

2014 VW Passat SE Automatic PZEV 4D SED 4-1.8L Turbocharged Gasoline Gasoline Direct Injection

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			1,924.17
Body Labor	6.4 hrs @	\$ 72.00 /hr	460.80
Paint Labor	9.9 hrs @	\$ 72.00 /hr	712.80
Mechanical Labor	2.0 hrs @	\$ 110.00 /hr	220.00
Paint Supplies	9.9 hrs @	\$ 52.00 /hr	514.80
Miscellaneous			56.00
Subtotal			3,888.57
Sales Tax	\$ 3,151.77 @	7.2500 %	228.50
<b>Grand Total</b>			<b>4,117.07</b>

\*\*\*\*\*

Thank You For Your Business.

This is an estimate only. This estimate does not account for hidden or unseen damage. Parts prices may vary and are subject to invoice.

Authorization of Repair

Customer Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

\*\*\*\*\*

## Preliminary Estimate

**Customer: PILAKOWSKI, NATHAN**

2014 VW Passat SE Automatic PZEV 4D SED 4-1.8L Turbocharged Gasoline Gasoline Direct Injection

Estimate based on MOTOR CRASH ESTIMATING GUIDE and potentially other third party sources of data. Unless otherwise noted, (a) all items are derived from the Guide ERA9258, CCC Data Date 05/09/2024, and potentially other third party sources of data; and (b) the parts presented are OEM-parts. OEM parts are manufactured by or for the vehicle's Original Equipment Manufacturer (OEM) according to OEM's specifications for U.S. distribution. OEM parts are available at OE/Vehicle dealerships or the specified supplier. OPT OEM (Optional OEM) or ALT OEM (Alternative OEM) parts are OEM parts that may be provided by or through alternate sources other than the OEM vehicle dealerships with discounted pricing. Asterisk (\*) or Double Asterisk (\*\*) indicates that the parts and/or labor data provided by third party sources of data may have been modified or may have come from an alternate data source. Tilde sign (~) items indicate MOTOR Not-Included Labor operations. The symbol (<>) indicates the refinish operation WILL NOT be performed as a separate procedure from the other panels in the estimate. Non-Original Equipment Manufacturer aftermarket parts are described as Non OEM, A/M or NAGS. Used parts are described as LKQ, RCY, or USED. Reconditioned parts are described as Recond. Recored parts are described as Recore. NAGS Part Numbers and Benchmark Prices are provided by National Auto Glass Specifications. Labor operation times listed on the line with the NAGS Information are MOTOR suggested labor operation times. NAGS labor operation times are not included. Pound sign (#) items indicate manual entries.

Some 2024 vehicles contain minor changes from the previous year. For those vehicles, prior to receiving updated data from the vehicle manufacturer, labor and parts data from the previous year may be used. The CCC ONE estimator has a list of applicable vehicles. Parts numbers and prices should be confirmed with the local dealership.

The following is a list of additional abbreviations or symbols that may be used to describe work to be done or parts to be repaired or replaced:

### SYMBOLS FOLLOWING PART PRICE:

m=MOTOR Mechanical component. s=MOTOR Structural component. T=Miscellaneous Taxed charge category. X=Miscellaneous Non-Taxed charge category.

### SYMBOLS FOLLOWING LABOR:

D=Diagnostic labor category. E=Electrical labor category. F=Frame labor category. G=Glass labor category. M=Mechanical labor category. S=Structural labor category. (numbers) 1 through 4=User Defined Labor Categories.

### OTHER SYMBOLS AND ABBREVIATIONS:

Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blnd=Blend. BOR=Boron steel. CAPA=Certified Automotive Parts Association. D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part. O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. Subl=Sublet. UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

CCC ONE Estimating - A product of CCC Intelligent Services Inc.

The following is a list of abbreviations that may be used in CCC ONE Estimating that are not part of the MOTOR CRASH ESTIMATING GUIDE:

BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.





531-249-4614

# Driver Exchange

Reporting Office Cathlamet, WA		Agency Lincoln Police Department		Vehicle Number CA 344184	
<p>The crash was not investigated by a law enforcement officer. The vehicle requires a repair order from a licensed repairer of a motor vehicle involved in an crash resulting in either injury, illness, or death, or damage to property of \$1,500 or the contents of any one person (including the operator) in the same crash. Driver's Gross Weight is 15,000 lbs. Driver's Gross Weight is completed by a law enforcement officer or related to complete this report.</p> <p>The Driver's Motor Vehicle Crash Report may be completed at <a href="http://www.wa.gov/transportation">http://www.wa.gov/transportation</a></p>					
Date of Report: 04/11/2021		City/Town/Village/County: LINDSEY		Number of Vehicles Involved: 2	
County: KANAWAS		City: LINCOLN		Postal/Street Use: WA 99336	
Reason for Report: Motor Vehicle Crash		Crash Type: Collision		Private Property: YES <input type="checkbox"/> On Hwy/Street: NO <input type="checkbox"/>	
Location: I-5 AT INTERSECTION		Crash Location: I-5 AT INTERSECTION		Roadway Type: YES <input type="checkbox"/> Roadway Type: NO <input type="checkbox"/>	
Direction of Travel: N		Direction of Travel: N		Direction of Travel: N	
Vehicle 1: Make: HONDA		Vehicle 1: Model: CIVIC		Vehicle 1: Year: 2018	
Vehicle 1: Color: BLACK		Vehicle 1: License: 1A JAY		Vehicle 1: Driver: JONATHAN	
Vehicle 2: Make: HONDA		Vehicle 2: Model: ACCORD		Vehicle 2: Year: 2009	
Vehicle 2: Color: BLACK		Vehicle 2: License: 1A 418-418		Vehicle 2: Driver: JAY	
Vehicle 3: Make: HONDA		Vehicle 3: Model: ACCORD		Vehicle 3: Year: 2009	
Vehicle 3: Color: BLACK		Vehicle 3: License: 1A 418-418		Vehicle 3: Driver: JAY	
Vehicle 4: Make: HONDA		Vehicle 4: Model: ACCORD		Vehicle 4: Year: 2009	
Vehicle 4: Color: BLACK		Vehicle 4: License: 1A 418-418		Vehicle 4: Driver: JAY	
Vehicle 5: Make: HONDA		Vehicle 5: Model: ACCORD		Vehicle 5: Year: 2009	
Vehicle 5: Color: BLACK		Vehicle 5: License: 1A 418-418		Vehicle 5: Driver: JAY	
Vehicle 6: Make: HONDA		Vehicle 6: Model: ACCORD		Vehicle 6: Year: 2009	
Vehicle 6: Color: BLACK		Vehicle 6: License: 1A 418-418		Vehicle 6: Driver: JAY	
Vehicle 7: Make: HONDA		Vehicle 7: Model: ACCORD		Vehicle 7: Year: 2009	
Vehicle 7: Color: BLACK		Vehicle 7: License: 1A 418-418		Vehicle 7: Driver: JAY	
Vehicle 8: Make: HONDA		Vehicle 8: Model: ACCORD		Vehicle 8: Year: 2009	
Vehicle 8: Color: BLACK		Vehicle 8: License: 1A 418-418		Vehicle 8: Driver: JAY	
Vehicle 9: Make: HONDA		Vehicle 9: Model: ACCORD		Vehicle 9: Year: 2009	
Vehicle 9: Color: BLACK		Vehicle 9: License: 1A 418-418		Vehicle 9: Driver: JAY	
Vehicle 10: Make: HONDA		Vehicle 10: Model: ACCORD		Vehicle 10: Year: 2009	
Vehicle 10: Color: BLACK		Vehicle 10: License: 1A 418-418		Vehicle 10: Driver: JAY	
Vehicle 11: Make: HONDA		Vehicle 11: Model: ACCORD		Vehicle 11: Year: 2009	
Vehicle 11: Color: BLACK		Vehicle 11: License: 1A 418-418		Vehicle 11: Driver: JAY	
Vehicle 12: Make: HONDA		Vehicle 12: Model: ACCORD		Vehicle 12: Year: 2009	
Vehicle 12: Color: BLACK		Vehicle 12: License: 1A 418-418		Vehicle 12: Driver: JAY	



**Kelley Blue Book**  
THE TRUSTED RESOURCE

## 2014 Volkswagen Passat Pricing Report

Style: 1.8T SE Sedan 4D

Mileage: 145,000

KBB.com Consumer Rating: 4.4/5

## Sell to Private Party

Private Party Range  
**\$5,160 - \$7,435**

Private Party Value  
**\$6,298**



Valid for ZIP code 66049 through 05/31/2024

## Your Configured Options

Our pre-selected options, based on typical equipment for this car.

✓ Options that you added while configuring this car.

### Exterior Color

✓ Black

### Engine

4-Cyl, PZEV, Turbo 1.8L

### Transmission

Auto, 6-Spd Tiptronic Spt

### Drivetrain

FWD

### Wheels and Tires

Alloy Wheels

### Braking and Traction

Stability Control

ABS (4-Wheel)

### Comfort and Convenience

Keyless Entry

Air Conditioning

Power Windows

Power Door Locks

Cruise Control

Alarm System

Remote Trunk Release

### Steering

Power Steering

Tilt & Telescoping Wheel

### Entertainment and Instrumentation

AM/FM Stereo

CD/MP3 (Multi Disc)

Premium Sound

SiriusXM Satellite

Bluetooth Wireless

Car-Net

### Safety and Security

Backup Camera

Dual Air Bags

Side Air Bags

F&R Head Curtain Air

Bags

### Seats

Heated Seats

Power Seat

### Lighting

Daytime Running Lights

## Council Comment - Steve

OpenForms <noreply@openforms.com>

Sat 7/6/2024 8:44 AM

To: Benjamin A. Sobel <BSobel@lincoln.ne.gov>

📎 1 attachments (27 KB)

SubmissionReceipt-SubmitAComment-46.pdf;



## Council Comment - Steve

Steve has submitted a comment for Council. Please see the attached comment

Name	Steve
Phone number	402-617-8929
Email address	konghusker@gmail.com
Your comment	The city needs to do better cracking down on dog owners that don't have them in leashes, and certainly when they don't pick up after the dog poop. This is a disgusting act, and I've especially seen problems on LPS school grounds dealing with this. Something needs to change please.

## Council Comment - Steve Wiltshire

OpenForms <noreply@openforms.com>

Sat 7/6/2024 9:51 AM

To: Benjamin A. Sobel <BSobel@lincoln.ne.gov>

📎 1 attachments (27 KB)

SubmissionReceipt-SubmitAComment-50.pdf;



## Council Comment - Steve Wiltshire

Steve Wiltshire has submitted a comment for Council. Please see the attached comment

Name	Steve Wiltshire
Phone number	402-618-8929
Email address	steven_jessi_madison@yahoo.com
Comment	We need to seriously look at outlawing panhandling and loitering in Lincoln. We getting several panhandlers at Walmarts, menards, and Home Depot north that are now parking encampments near Taco Bell, and some have been very aggressive towards cars at the stop lights. This is annoying, disturbing and some are downright scary at times. Please look at banning this activity in Lincoln before our city gets far worse than it has ever been. Thanks