

# MCCOOK CITY COUNCIL

## REGULAR MEETING

**Monday - March 7, 2016**  
**6:30 P.M. - City Council Chambers**

- **Call to Order and Roll Call.**
  - **Open Meetings Act Announcement.**  
*\*A copy of the Open Meetings Act is posted by the entrance to the Council Chambers and is available for public review.*
  - **Pledge of Allegiance.**
1. **Citizen's Comments.**  
*\*The Council welcomes your input. You may address the Council at this time on items that are not on tonight's agenda. According to Nebraska Open Meeting Laws no action may be taken by Council.*  
  
*At the appropriate time during the meeting, citizens wishing to comment on tonight's Agenda items will be given an opportunity.*
  2. **Announcements & Recognitions.**
  3. **Public Hearings.**
    - A. Conduct a public hearing concerning an amendment and extension to the McCook Economic Development Program with the City Attorney to act as Hearing Officer.  
[030716 lb840](#)
    - B. Adopt Resolution No. 2016-05 providing for an amendment and extension to the City of McCook's Economic Development Plan and that the issue be submitted to the qualified electors at the primary election to be held on May 10, 2016.
  4. **Consent Agenda.**  
*\*The Consent Agenda is approved on one motion. Any item listed on the Consent Agenda may, by the request of any single Councilmember or public in attendance, be considered as a separate item under the Regular Agenda.*
    - A. Approve the minutes of the February 15, 2016 regular City Council meeting and the February 29, 2016 special City Council meeting.  
[030716 minutes](#)
    - B. Approve the request from Ronda Graff to utilize city streets and walking trails for the 2016 Republican River Race Series on the following dates March 19, May 12, July 16 and 23, August 6, September 24, November 19, and December 17, 2016.  
[030716 run request](#)
    - C. Approve the application for a Special Designated Liquor License submitted by JBN, Inc. - License Number D-100025, for a dance/reception to be held at the McCook Municipal Auditorium, 302 West 5<sup>th</sup> Street (West 5<sup>th</sup> and "C" Street), on May 21, 2016 from 1:00 P.M. to 12:30 A.M.  
[03072016 sdl](#)
    - D. Receive and file the Financial Report for the period ending January 31, 2016.  
[03072016 financial](#)
    - E. Receive and file the minutes of the January 13, 2016 Library Advisory Board meeting.  
[030716 board minutes](#)
    - F. Receive and file claim for damages from Rebecca Stevens and instruct that it be submitted to the City's insurance carrier for review and appropriate action.  
[030716 claim](#)
  5. **Regular Agenda.**

- A. Receive and file a presentation from McCook Fire Chief Marc Harpham providing an update regarding the McCook Fire Department.  
[030716 fire presentation](#)
- B. Council Comments.
- **Adjournment.**

**CITY MANAGER'S REPORT  
MARCH 7, 2016 CITY COUNCIL MEETING**

**ITEM: 3A** Conduct a public hearing concerning an amendment and extension to the McCook Economic Development Program.

**ITEM: 3B** Adopt Resolution No. 2016-05 providing for an amendment and extension to the City of McCook's Economic Development Plan and that the issue be submitted to the qualified electors at the primary election to be held on May 10, 2016.

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**BACKGROUND:**

In 2007, voters in McCook approved the creation and implementation of a Local Option Municipal Economic Development Plan with the McCook Economic Development Corporation serving as administrator. An additional ½ cent sales tax was approved at the time, with ½ of that sales tax designated for the McCook Economic Development Program. The measure was effectuated in 2008 and was subject to a 10 year sunset provision. Last year, an extension and amendment was proposed to the Program. The extension measure was voted down by a slim margin in May of 2015. It is proposed, at this time, to place the measure on the ballot for the May, 2016 primary election for consideration. A plan and ballot question have been crafted for consideration.

**FISCAL IMPACT:**

None.

**RECOMMENDATIONS:**

**ITEM: 3A** Conduct a public hearing concerning an amendment and extension to the McCook Economic Development Program.

**ITEM: 3B** Adopt Resolution No. 2016-05 providing for an amendment and extension to the City of McCook's Economic Development Plan and that the issue be submitted to the qualified electors at the primary election to be held on May 10, 2016.



Lea Ann Doak, City Clerk

March 1, 2015



Nathan A. Schneider, City Manager

March 1, 2015

RESOLUTION NO. 2016-05

A RESOLUTION ADOPTING THE CITY OF MCCOOK'S PROPOSED AMENDED ECONOMIC DEVELOPMENT PLAN TO IMPLEMENT THE "LOCAL OPTION MUNICIPAL ECONOMIC DEVELOPMENT ACT",

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF MCCOOK, NEBRASKA:

Section 1. That the City of McCook has developed a Proposed Amended Economic Development Plan to Implement the Local Option Municipal Economic Development Act.

Section 2. That the Mayor and Council hereby formally adopt the City of McCook's "Amended Local Option Municipal Economic Development Plan" and incorporate the same by reference.

Section 3. That the Mayor and Council hereby propose to the qualified electors of the City of McCook the "Amended Local Option Municipal Economic Development Act".

Section 4. That the following questions be submitted to a vote of all qualified electors of the City of McCook, Nebraska at a special election to be held on the 10<sup>th</sup> day of May, 2016.

**AMENDMENT TO ECONOMIC DEVELOPMENT PROGRAM**

The City of McCook proposes to amend its Economic Development Program, which amended Program is on file with the City Clerk:

- I. The goals of the amended McCook Economic Development Program are the same as the Program's existing goals: to create jobs for the citizens of Red Willow County; to expand labor markets of McCook and Red Willow County; to attract new capital investment to the community; to broaden the tax base; to retain existing jobs; to create new businesses and make existing businesses more competitive and profitable; to improve the retention of youth and young adults; and to provide economic diversification to ensure economic stability and vitality for the City of McCook and surrounding areas. The plan will be consistent with other comprehensive development and redevelopment plans for the City.
- II. The Program, which commenced March 17, 2008 and currently continues through June 30, 2018 shall be amended as of July 1, 2018 and extended for an additional period ending on June 30, 2033.
- III. Funds for the amended Program may be used for, among other things:

- a. Loans, grants and loan guarantees for qualifying businesses;
  - b. Business recruitment, retention and expansion;
  - c. Attraction and recruitment of new residents and workforce;
  - d. Purchase of real estate or options for such purchases;
  - e. Entrepreneurship and new business development programs;
  - f. Infrastructure for qualifying businesses, such as water, sewer, streets and sidewalks;
  - g. Construction and rehabilitation of housing for workforce and persons of low to moderate income;
  - h. Operations and salaries of Program Administrators;
  - i. All other economic development activities allowable under Nebraska law determined to be beneficial to the City and surrounding areas.
- IV. Under the amended Program, such activities may include the following projects, among others, to promote the goals of the Program:
- a. Expanded revolving loan fund for business development;
  - b. Recruitment and incentives for job creating businesses;
  - c. Marketing efforts to attract new residents and workers;
  - d. Recruitment of retail trade businesses;
  - e. Demolition of blighted buildings and
  - f. Business facade improvements.
- V. Collection of funds from local sources of revenue under the terms of the existing Program shall continue through June 30, 2018. Collection of funds from local sources of revenue under the terms of the amended Program shall begin July 1, 2018 and continue through June 30, 2033.
- VI. The source from which funds are to be collected shall be one sixth (16%) of the tax collected under the one and one half cent sales and use tax as adopted May 12, 2015.
- VII. The amount to be collected from local sources of revenue is estimated to be \$400,000 for fiscal year 2018-2019 and shall increase or decrease each year based upon sales and use tax revenues collected. The total amount to be collected from local sources of revenue is estimated to be \$6,000,000 for fiscal years 2018-2033.
- VIII. The City may issue bonds pursuant to the Local Option Municipal Economic Development Act, as determined appropriate by the Mayor and Council from time to time, to carry out the economic development program.
- IX. Additional funds from other non-city sources may be sought beyond those derived from sales and use tax or other local sources of revenue.

- X. The City shall contract with the McCook Economic Development Corporation (MEDC) to serve as Program Administrator. The City shall maintain general oversight of all funds and the MEDC shall provide an annual audit as to how funds have been expended.
- XI. A Citizens Advisory Revenue Committee shall be appointed by the City Council comprised of at least five (5) McCook residents, but not more than ten (10) members. The purpose of the committee shall be to review spending plans each fiscal year as proposed by the MEDC and to advise the City Council as to their adherence to City goals and policies. Under the plan, the City Council must still ratify each year's budget allocation to the MEDC as well as approve major spending allocations.

Shall the City of McCook establish its amended Economic Development Program as described here by appropriating annually from sales and use tax revenue an estimated \$400,000 for fifteen (15) years?

- FOR the amendment to the Program
- AGAINST the amendment to the Program

Electors voting in favor of said proposition shall blacken the oval opposite the words "FOR the amendment to the Program" following said proposition, and electors voting against said proposition shall blacken the oval opposite the words "AGAINST the amendment to the Program" following said proposition.

The polls will be open continuously from 8:00 a.m. to 8:00 p.m. on said date. The voting places for qualified electors of the City will be the same as the regular polling places for the general election to be held on said date. The polling places are accessible to individuals with physical mobility limitations.

Ballots for early voting may be obtained from the Red Willow County Clerk, 502 Norris Avenue, McCook, Nebraska.

PASSED AND APPROVED THIS 7<sup>th</sup> day of March, 2016.

\_\_\_\_\_  
Michael D. Gonzales, Mayor

ATTEST:

\_\_\_\_\_  
Lea Ann Doak, City Clerk-Treasurer

NOTICE OF ELECTION  
AMENDMENT TO ECONOMIC DEVELOPMENT PROGRAM

NOTICE IS HEREBY GIVEN that the McCook City Council, pursuant to Resolution No. 2016-05 of the City of McCook, Nebraska, has certified to the election commissioner of Red Willow County that the following question shall be submitted to the voters of the City of McCook, Nebraska, at the primary election to be held on May 10, 2016:

**AMENDMENT TO ECONOMIC DEVELOPMENT PROGRAM**

The City of McCook proposes to amend its Economic Development Program, which amended Program is on file with the City Clerk:

- I. The goals of the amended McCook Economic Development Program are the same as the Program's existing goals: to create jobs for the citizens of Red Willow County; to expand labor markets of McCook and Red Willow County; to attract new capital investment to the community; to broaden the tax base; to retain existing jobs; to create new businesses and make existing businesses more competitive and profitable; to improve the retention of youth and young adults; and to provide economic diversification to ensure economic stability and vitality for the City of McCook and surrounding areas. The plan will be consistent with other comprehensive development and redevelopment plans for the City.
- II. The Program, which commenced March 17, 2008 and currently continues through June 30, 2018 shall be amended as of July 1, 2018 and extended for an additional period ending on June 30, 2033.
- III. Funds for the amended Program may be used for, among other things:
  - a. Loans, grants and loan guarantees for qualifying businesses;
  - b. Business recruitment, retention and expansion;
  - c. Attraction and recruitment of new residents and workforce;
  - d. Purchase of real estate or options for such purchases;
  - e. Entrepreneurship and new business development programs;
  - f. Infrastructure for qualifying businesses, such as water, sewer, streets and sidewalks;
  - g. Construction and rehabilitation of housing for workforce and persons of low to moderate income;
  - h. Operations and salaries of Program Administrators;
  - i. All other economic development activities allowable under Nebraska law determined to be beneficial to the City and surrounding areas.

- IV. Under the amended Program, such activities may include the following projects, among others, to promote the goals of the Program:
  - a. Expanded revolving loan fund for business development;
  - b. Recruitment and incentives for job creating businesses;
  - c. Marketing efforts to attract new residents and workers;
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  - e. Demolition of blighted buildings and
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- VI. The source from which funds are to be collected shall be one sixth (16%) of the tax collected under the one and one half cent sales and use tax as adopted May 12, 2015.
- VII. The amount to be collected from local sources of revenue is estimated to be \$400,000 for fiscal year 2018-2019 and shall increase or decrease each year based upon sales and use tax revenues collected. The total amount to be collected from local sources of revenue is estimated to be \$6,000,000 for fiscal years 2018-2033.
- VIII. The City may issue bonds pursuant to the Local Option Municipal Economic Development Act, as determined appropriate by the Mayor and Council from time to time, to carry out the economic development program.
- IX. Additional funds from other non-city sources may be sought beyond those derived from sales and use tax or other local sources of revenue.
- X. The City shall contract with the McCook Economic Development Corporation (MEDC) to serve as Program Administrator. The City shall maintain general oversight of all funds and the MEDC shall provide an annual audit as to how funds have been expended.
- XI. A Citizens Advisory Revenue Committee shall be appointed by the City Council comprised of at least five (5) McCook residents, but not more than ten (10) members. The purpose of the committee shall be to review spending plans each fiscal year as proposed by the MEDC and to advise the City Council as to their adherence to City goals and policies. Under the plan, the City Council must still ratify each year's budget allocation to the MEDC as well as approve major spending allocations.

Shall the City of McCook establish its amended Economic Development Program as described here by appropriating annually from sales and use tax revenue an estimated \$400,000 for fifteen (15) years?

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- AGAINST                the amendment to the Program

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Ballots for early voting may be obtained from the Red Willow County Clerk, 502 Norris Avenue, McCook, Nebraska.

BY ORDER OF THE CITY COUNCIL OF SAID CITY THIS 7<sup>th</sup> day of March, 2016.

\_\_\_\_\_  
Michael D. Gonzales, Mayor

ATTEST:

\_\_\_\_\_  
Lea Ann Doak, City Clerk-Treasurer

City: Post in the Election Commissioner's office:  
No later than March 18

Election Commissioner: Publish one time at least 50 days prior to election  
No later than March 18

City: Publish four consecutive weeks prior to election, as follows:

April 12, 2016  
April 19, 2016  
April 26, 2016  
May 3, 2016

Draft for 2016 Election

**CITY OF MCCOOK**

**ECONOMIC DEVELOPMENT PLAN**

**MARCH 2016**

Adopted by Ordinance No. 2008-2808 of the City of McCook on March 17, 2008  
Amended by Ordinance No. 2011-2852 of the City of McCook on February 21, 2011  
Pursuant to the Local Option Municipal Economic Development Act  
Neb. Rev. Stat. §§18-2701 to 18-2738

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**NOTE: Nowhere in this manual or in the City of McCook’s Economic Development Plan should this document supersede the State of Nebraska Statute 18-2701 - 18-2738. Laws 1991, LB 840, §2; Laws 2001, LB 827, §10. This Plan will be interpreted in a manner consistent with state statutes.**

**ORDINANCE NO. 2008-2808**

AN ORDINANCE OF THE CITY OF MCCOOK, NEBRASKA, TO ADOPT AN ECONOMIC DEVELOPMENT PROGRAM PURSUANT TO THE PROVISIONS OF THE LOCAL OPTION MUNICIPAL ECONOMIC DEVELOPMENT ACT, AS AMENDED; TO CREATE A CITIZENS ADVISORY REVIEW COMMITTEE AS PROVIDED IN THE ACT; AND TO REPEAL ALL ORDINANCES INCONSISTENT HEREWITH.

NOW, THEREFORE BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF MCCOOK, NEBRASKA:

SECTION 1. The Economic Development Program as approved by the electors of the City of McCook, Nebraska, at the primary election held on May 10, 2016, pursuant to the provisions of the Local Option Municipal Economic Development Act is hereby adopted. The Economic Development Program is published in pamphlet form and incorporated herein by reference as though printed in full. At least one (1) copy of the economic development plan shall be kept on file with the Municipal Clerk and made available for inspection by any member of the public during office hours.

The City shall provide funding for the economic development program equal to one sixth (16.66%) of the tax collected under the one and one half cent city sales tax. Funding for the economic development program as, from time to time amended shall remain in effect for a fifteen year period ending June 2033.

SECTION 2. There is hereby created a Citizens Advisory Review Committee consisting of at least five nor more than ten registered voters of the City of McCook to review the functions and progress of the economic development program and to advise the City Council with regard to the program. At least one individual shall have expertise or experience in the field of business, finance, or accounting. The Citizens Advisory Committee shall establish a regular meeting schedule but shall meet no less frequently than quarterly. The Committee shall at least once in every three month period report to the city council on its findings and suggestions at a public hearing called for that purpose. The Economic Development Plan Program Administrator shall serve as an ex officio member of the committee with responsibility for assisting the committee and providing it with necessary information and advice on the economic development program.

SECTION 3. Any other ordinance or section passed and approved prior to the passage, approval, and publication or posting of this ordinance and in conflict with its provisions, is hereby repealed.

SECTION 4. This ordinance shall take effect and be in full force from and after its passage, approval, and publication in pamphlet form as required by law.

PASSED AND APPROVED this \_\_\_\_\_, 2016.

-s-, Mayor

ATTEST:

-s- Lea Ann Doak, City Clerk

**CITY OF MCCOOK, NEBRASKA**  
**ECONOMIC DEVELOPMENT PLAN**

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Nebraska voters enacted a constitutional amendment in November 1990, granting cities and villages the power to use local sources of revenue for economic or industrial projects and programs. In 1991, the Unicameral implemented this amendment with the passage of Legislative Bill 840, the Local Option Municipal Economic Development Act.

The Local Option Municipal Economic Development Act is based on the premise that communities should use their own tax dollars in ways that best meet local needs. While ongoing planning processes in many towns have identified development, job creation, and increased economic opportunity as their highest priority for the future, a variety of constitutional and legislative prohibitions kept them from investing local public funds in development programs. The removal of these limitations gives municipalities greater latitude in determining and acting upon local needs.

As towns have witnessed population declines and a loss of younger people, they have thought about their future and the types of actions and investments needed to reverse these past trends. At the same time smaller towns and cities began to realize a period of significant opportunity. In a period of uncertainty, complexity, and growing concern about the problems and quality of urban life, including cost and relative safety, the advantages offered by smaller cities have become uniquely attractive. At the same time, the revolution in information and communication technology, as well as goods distribution, has reduced the isolation of small towns. As a result, it is increasingly possible to operate a significant business in growth areas outside of major urban centers.

**1. GENERAL COMMUNITY AND ECONOMIC DEVELOPMENT STRATEGY**

McCook's Community and Economic Development Strategy involves building on our strengths to promote existing industries and the retention of jobs, to recruit new industries and jobs to the community and to facilitate the development and expansion of new entrepreneurial businesses. The principle activities are directed at maintaining a good quality of life for our citizens, reversing population decline and maintaining a strong workforce by developing community resources, attracting new capital investment, broadening the community's tax base, building economic diversity and ensuring economic stability and viability for the area.

Economic diversification will continue to be a critical priority for McCook's Economic Development Program. The recruitment of new business from outside and development of new businesses from inside the area will strengthen diversification. A small business development program can establish the city as a nurturing environment for small business and as a center for economic opportunity. This atmosphere, in turn can encourage people with skills and ideas to move or return to the area to make a start in business.

In addition to recruitment, the city can create job opportunities by helping existing businesses in the city to expand their markets and compete more successfully. The successful marketing of McCook as a center for opportunity is important to the city's effort to expand its labor force and attract new residents.

The City of McCook recognizes that the attraction of new business and industry to a community, starting a new business or the recruitment of a skilled, creative workforce all takes place in a very competitive market place. In order to keep McCook, Nebraska as competitive as possible in that market place, the community will strive to use all financial and human resources available in a partnership with federal, state, municipal, and private entities.

## **2. STATEMENT OF PURPOSE, GENERAL INTENT AND GOALS**

It is the general intent of the City of McCook, Nebraska to implement an Economic Development Program, the purpose and goals that will be: to create jobs; to expand labor markets of McCook and Red Willow County; to attract new capital investment to the community; to broaden the tax base; to retain existing jobs, to create new businesses and make existing businesses more competitive and profitable; to improve the retention of youth and young adults; and to provide economic diversification to ensure economic stability and vitality for the City of McCook and surrounding areas. The plan will be consistent with other comprehensive development and redevelopment plans for the City.

The Fund as it relates to funds for loans, grants, projects and program operation may be referred to as the "McCook Growth Fund".

The intent of the City of McCook is to administer the Economic Development Program by contracting with McCook Economic Development Corporation (MEDC) herein referred to as "Program Administrator."

## **3. OPERATION AND ADMINISTRATION OF ECONOMIC DEVELOPMENT PROGRAM**

It is the intent of the program that the majority of the funds be used for supporting eligible activities including a robust business support and recruitment effort and only the minimum required amount be spent to assist in the administration of the program. The following groups share the administration of the program. These are:

1. Program Administrator:
  - Operations: Will provide a full range of Economic Development services including business recruitment, business retention and expansion activities, entrepreneurship support, business technical support including business plan development assistance, securing financing, site location, working with the City in utilizing Tax Increment Financing, housing development activities, workforce recruitment and people attraction,

community promotion. The Program Administrator may also engage in building, site and infrastructure development and other activities that support the creation of jobs, new business activity, increases to the tax base or creating an environment that is attractive to those businesses to do the same.

- Administration: Will be responsible for the day-to-day activities of promoting, directing, record keeping and otherwise administering the financing programs.
- Assist applicants and conduct active recruiting for potential applicants.
- Provides someone to serve as an ex-officio, nonvoting member of the Citizen Advisory Review Committee who will provide that committee with necessary advice and information.

2. Loan Fund Administrator:

- Account for the status of each loan outstanding and program income on a **monthly** basis.
- Keep records on accounts and make reports to include name of the borrower, purpose of the loan, date the loan was made, amount of the loan, basic terms of the loan, and payments made to date and the current balance due.
- Monitor the status of each loan and, with the cooperation of the governing body and the primary lender(s), take appropriate action when a loan becomes delinquent.

3. Citizen Advisory Review Committee:

- A group of citizens who are registered voters of the City, appointed by the Mayor and subject to approval by the City Council, who will review the functioning and progress of the Economic Development Program and advise the City Council with regard to the program.
- Committee organization will consist of
  - \* Not less than five or more than ten members
  - \* At least one individual with expertise or experience in the field of business, finance or accounting.
  - \* A city official or employee responsible for the administration of the Economic Development Program who will serve as ex-officio member.
- No member of the committee shall be an elected or appointed city official, an employee of the city, a participant in a decision-making position regarding expenditures of program funds, or an official or employee of any qualifying business receiving financial assistance under the Economic Development Program or of any financial institution participating directly in the Economic Development Program.
- The Citizen Advisory Committee will meet regularly as required to review the program and will report to the City Council at least once every three months on its findings and suggestions at a public hearing called for that purpose.

4. City Council:

- Will have final authority on the expenditure of funds in support of the Economic Development Program.
- Will approve the membership of the Citizens Advisory Committee.
- Will have ultimate responsibility for the Economic Development Program.

5. Loan Committee:<sup>1</sup>

- The Loan Committee shall be responsible for determining the credit worthiness of applications to the Revolving Loan Program. Applications having received approval of the Loan Committee will then be forwarded to the Program Administrator Board of Directors for final funding approval and to the City Council if required under Section 5. Phase II.
  
- The City Council will ratify all selections to the Loan Committee, with said Loan Committee to consist of five members with three being selected by the City Council and two being selected by the Program Administrator. Terms shall be for four years, except that initial terms shall be established on a staggered basis to provide continuity on the committee. No member may be an elected or appointed official of the City of McCook, employee of the City of McCook, nor anyone who is an applicant, employee, agent, shareholder, or officer of an applicant for program funds. All members on the committee must have experience in the field of business, finance, or accounting. All members of the Loan Committee shall be City of McCook residents.

#### 4. BUDGET

This section describes a preliminary source of funds and budget for McCook's Economic Development Program. It is important to note that this budget must be developed annually and may be modified from time to time by the City Council. In the field of economic development, it is impossible to anticipate every condition or requirement. The city should maintain the flexibility to respond to specific requirements and opportunities on a short-term basis.

##### 4.1 Time Period for Collection of Funds and Proposed Total Collections

The Program tax collection will be in effect from July, 2018 to June, 2033, a fifteen year period. One sixth (16.66%) of the tax collected under the one and one half cent sales and use tax will be allocated to this Economic Development Program. The annual amount to be collected is estimated to be \$400,000 for fiscal year 2018-2019 and shall increase or decrease each year based upon sales and use tax revenues collected. The total amount to be collected for this Economic Development Program is estimated to be \$6,000,000 for fiscal years 2018-2033. The Economic Development Plan, for use of these funds, will be in effect from July, 2018 to June, 2033, a fifteen year period of time. However, uncommitted funds and revenues including but not limited to repayment of loans, return on investments, fees for activities such as loan guarantees and sales proceeds from properties, may continue to be used for activities contained within the Economic Development Program as such shall be available. The amount of funds to be collected will not exceed the maximum amount allowable by law.

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<sup>1</sup> Revised February 21, 2011 – Ordinance No. 2011-2852

**4.2 Preliminary Annual Budget for the Program (McCook Growth Fund)**

Annual Estimated Funds Collected 2018-2019:		\$400,000.00
Estimated Motor Vehicle Sales Tax (not available for Program activities)		<u>(\$ 40,000.00)</u>
Annual Estimated Program Funds		\$360,000.00
<b>Expenditures</b>		
Business Loans and Grant Programs	(33.33%)	\$120,000.00
Project, Program and Infrastructure Fund	(33.33%)	\$120,000.00
Program Execution and Operations	(33.33%)	<u>\$120,000.00</u>
Total Expenditures Program Funds		\$360,000.00
**LB840 Street Sales Tax (not available for Program activities)		\$40,000.00
Total Expenditures	(100.00%)	<u>\$400,000.00</u>

**4.3 Bond Authority**

McCook may have a business opportunity or other economic development project that requires initial funds that exceed the single year proceeds of the local option sales tax. In order to take advantage of such an opportunity, the **City of McCook has the ability to issue bonds.** Future sales tax receipts would then retire the debt. The City Council may authorize the issuance of bonds to carry out the Economic Development Program following a public hearing.

**5. ELIGIBILITY**

**5.1 Eligible Activities**

Eligible activities under the Economic Development Program may include, but shall not be limited to, the following:

1. Job credits for full-time jobs created (full-time jobs defined as 2000 hours) to include grants, which are subject to job credit performance.
2. Direct loans or grants to qualifying businesses for fixed assets or working capital or both.
3. Equity investment or loan guarantees in a qualifying business.
4. Grants or loan agreements for job training.
5. Grants or loans for public works improvements essential to the location or expansion of a qualifying business.
6. The construction or rehabilitation of affordable housing. Affordable housing for the purposes of this program shall be housing available or affordable to those families at or below 120% of Area Median Income as reported by HUD.
7. The purchase of real estate, options for such purchases, and the renewal or extension of such options.
8. Rehabilitation of commercial buildings or potential commercial buildings.

9. Purchase of existing buildings or construction of new buildings.
10. Demolition of blighted buildings.
11. Business façade improvements.
12. Small business development including expansion of existing businesses.
13. Tourism related activities.
14. The provisions of technical assistance to businesses such as marketing assistance, management counseling, preparing financial packages, engineering assistance, etc.
15. Expenses for business recruitment activities.
16. Expenses for locating a qualifying business into the area.
17. Activities to attract and recruit new residents and workers.
18. Contracting with an outside entity to implement any part of the program, as necessary.
19. The authority to issue bonds pursuant to the Act.
20. The eligible activities described above are considered priority activities for the use of funds generated under the Local Option Municipal Economic Development Act. The City of McCook recognizes that the attraction of new business to a community or the expansion of existing businesses takes place in a very competitive market place. In order to stay as competitive as possible in that market place, and in the creation of new jobs in the area, the City retains the right to include as eligible activities those additional activities allowable by law.
21. The Local Option Municipal Economic Development Act has been changed in several legislative sessions since it was signed into law on June 3, 1991. It is reasonable to presume the law will change during the course of McCook's Economic Development Program. In order to stay current with Nebraska Statutes, the City of McCook retains the right to amend this Economic Development Program when such amendment pertains to changes made to the Local Option Municipal Economic Development Act or to other statutes that affect McCook's Program. Such amendments can only be made after a public hearing and a majority vote of McCook's City Council.

## **5.2 Types of Businesses That Will Be Eligible**

A qualifying business shall mean any corporation, partnership, limited liability company or sole proprietorship, which derives its principle sources of income from any of the following:

1. The manufacture of articles of commerce.
2. The conduct of research and development.
3. The processing, storage, transport or sale of goods or commodities that are sold or traded in interstate commerce.
4. The sale of services in interstate commerce.
5. Headquarter facilities relating to eligible activities as listed in this section.
6. Telecommunications activities.
7. Development, sale and support of technology, hardware and software for information technology and telecommunications.
8. Tourism-related activities.
9. Retail business (up to 20% within a 5 year period or up to 40% in any one year).
10. Any other business deemed as a qualifying business through action of the legislature.

If a business that would otherwise be a qualifying business employs people and carries on activities in more than one city in Nebraska or will do so at any time during the first year following application for participation in the Program, it shall be a qualifying business only if, in each such city, it maintains employment for the first two years following the date on which such business begins operations in the city as a participant in its Program at a level not less than its average employment in such city over the twelve-month period preceding participation.

A qualifying business need not be located within the territorial boundaries of the city if the Program Administrator determines that there is a clear economic benefit to the city. Eligible qualifying businesses may apply more than once and receive program benefits more than once, if approved by the Program Administrator.

## **6. BUSINESS DIRECT FINANCIAL ASSISTANCE APPLICATION PROCESS**

Submission of applications and selection of participants involves a two-phase process.

### Phase I

Phase I determines the potential of financing for proposed project or activity.

To be considered for direct financial assistance under this program, an applicant must provide the following unless waived by the Program Administrator:

1. A detailed description of the proposed project.
2. A business plan, including employment and financial projections, current financial statements, financing requirements for the project, and total project costs.
3. A completed Application for financial assistance.

Additional information, as necessary, to determine the eligibility and economic viability of the proposed project(s), may be requested by the Program Administrator and/or by the City Council.

The Program Administrator will review applications and requests for direct financial assistance in the order in which the Program Administrator receives them. Application review and approval or disapproval by the Program Administrator will be based on project feasibility as determined by review of the applicant's business plan and other requested information. The potential future economic benefits to the community of McCook and the surrounding area will also be evaluated. The Program Administrator will be responsible for verification of information in the applications.

### Phase II

Phase II is the approval and execution portion of the process.

The Program Administrator and applicant will negotiate the terms and conditions of assistance for the project. The Program Administrator will then determine whether the project is approved. Once the project receives approval from the Program Administrator only those projects containing the purchase or sale of land or buildings need be submitted to the City Council for approval. During the annual budget process, the City Council may request that projects of a particular size also be submitted for approval. Once approved, the Program Administrator will take the necessary actions to execute the agreements.

## **7. OPERATION OF THE REVOLVING LOAN FUND<sup>2</sup>**

This section will describe details of the operation of the Revolving Loan Fund. The size and special features of this fund, combined with the requirement of state statutes, requires that its operation be outlined. The Program Administrator may contract with a financial institution for loan document preparation and loan servicing. The Program Administrator shall provide the City of McCook an account of the status of each loan outstanding, program income, on a quarterly basis. All delinquent accounts will be governed by section 8.6 herein.

### **7.1 General Guidelines**

1. The amount of funds available for any single project shall not exceed the amount of funds available under the Economic Development Program during the project term, nor shall it provide for more than fifty percent (50%) of applicant's total project costs. An applicant must provide participation and evidence of participation through private funding as distinguished from Federal, State, or local funding in the minimum amount of ten percent (10%) equity investment. The right is reserved to negotiate the terms and conditions of the loan with each applicant, which terms and conditions may differ substantially from applicant to applicant.
2. The interest rate shall be fixed and negotiated on an individual basis; usually one-half of the lending rate for the project at a traditional banking source. The term shall not exceed ten (10) years for loans used for capital assets and seven (7) years for loans involving any other asset category. Security for loans will include, but will not be limited to, Promissory Notes, Mortgages or Deeds of Trust, and personal and/or corporate guarantees as appropriate and may be in a subordinate position to the primary lender.
3. If the loan is approved as performance based, a qualifying business may be approved to recapture a portion of the loan amount. The recaptured amount will be determined by the Program Administrator, based upon job creation or retention and economic impact on the project to the community.
4. A loan repayment schedule providing for monthly, quarterly, or annual payments will be approved in conjunction with project approval. Repayment will be held in the revolving loan fund for future projects when approved.
5. The Program Administrator is responsible for auditing and verifying job creation and retention and determining grant credits toward any loans made. No grant credits are available unless pre-approved in the initial application and project approval.
6. It is anticipated that the Program can be fully administrated by the Program Administrator. Administration costs for the loan fund may be defrayed by loan fees and the portion of sales tax revenue directed to administration expenses as outlined in the Plan Budget.

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<sup>2</sup> Revised February 21, 2011 – Ordinance No. 2011-2852

## 7.2 Priority Applicants

The revolving loan fund can provide loans or loan guarantees to any business eligible for assistance under LB 840. While not meant to restrict the scope or flexibility of the fund, evaluation of applications should give special priority to businesses which meet one or more of the following criteria:

1. Businesses which create one job for each \$25,000 or less in public financing assistance.
2. Expansion or enhancement of existing businesses, transitions to new ownership and retention of jobs in those businesses.
3. New business starts.
4. Businesses that in the opinion of the loan committee have unusual potential for growth.
5. Businesses that are relocating from outside Nebraska.
6. Businesses that provide for important local or regional needs.
7. Businesses that bring revenue into McCook from outside Nebraska.

## 7.3 Application Requirements

1. Applications may be obtained from the office of the Program Administrator (McCook Economic Development Corporation), 402 Norris Avenue, Suite 301 McCook NE 69001 or online at [www.mccookne.org](http://www.mccookne.org).
2. Submit the completed application together with all information as set out below to the office of the Program Administrator (McCook Economic Development Corporation). The application will then be reviewed by the Program Administrator and the loan committee, and upon completion of the review the committee will make a final decision on the project.
3. The Program Administrator will notify any applicant of the decision of the committee.
4. A non-refundable \$100 application fee to help with administration costs, including a Criminal History Check, is to be submitted with the completed application.

## 7.4 Information Required

The qualifying business shall provide the following information, as applicable, before the Program Administrator and the Loan Committee considers any application:

1. Submit a City of McCook LB 840 Economic Development Revolving Loan Program application.

2. Business plan.
3. Two years complete individual federal tax returns, if over 25% ownership (signed).
4. Two years complete corporate tax returns (signed).
5. Current year to date profit and loss statement (signed).
6. Recent balance sheet (signed).
7. Articles of Incorporation, By-Laws, and Minutes of last meeting.
8. Corporate Resolution authorizing loan application and execution of required documents.
9. Credit Bureau Report (CBR) for Shareholders with over 25% ownership.
10. Other information as requested by the Program Administrator, Loan Committee or by the City Council

#### **7.5 Required Timeline to Meet Goals**

A business receiving a loan shall have 18 months from the date of loan approval to meet the employment and/or expansion goals as indicated in the sales tax application on file.

#### **7.6 Loan Default**

The Loan Fund Administrator will be responsible for contacting the borrower if a payment is in default. If a payment is more than 30 days in default, a letter will be sent by the Loan Fund Administrator to the borrower and the primary lender requesting immediate payment. If payment is not made within 10 days of the letter, a committee composed of the City Attorney, City Clerk, City Manager, Program Administrator, Loan Fund Administrator, and the President of the Program Administrator will meet to determine appropriate action.

### **8. PROCESS TO ENSURE CONFIDENTIALITY OF BUSINESS INFORMATION RECEIVED**

In the process of gathering information about a qualifying business, the city may receive information about the business, which is confidential and if released, could cause harm to the business or give unfair advantage to its competitors. State law authorizes cities and other public entities to maintain the confidentiality of business records, which come into their possession.

To protect the business applying for funds and to encourage them to make full and frank disclosure of business information relevant to their application, the city may take the following steps to ensure the confidentiality of the information it receives:

1. The adoption of an ordinance that makes such information confidential and punishes disclosure; and
2. A restriction on the number of people with access to the files with the Program Administrator primarily responsible for their safekeeping; and
3. A requirement that personnel involved in the program sign statements of confidentiality regarding all personal and private submittals by qualified businesses.

Any information provided to the City Council on the Loan Recommendation form, is considered public information. This information includes the following information: business entity, project description, borrower(s), loan amount, length of loan, interest rate, security, repayment, loan closing date and any other pertinent information.

All members of the Loan Committee and Citizen's Advisory Committee and Program Administrator Board of Directors and staff will sign a confidentiality statement for the Economic Development Program. The confidentiality statements will be renewed each January. The Confidentiality Statement will have attached the corresponding statute, which outlines that disclosure of confidential business information is a Class III misdemeanor. All loan applications will be referred to with their assigned loan number. Loan numbers will be issued with the year and number of application in that year. Loan Committee members will receive a copy of the application materials prior to the loan review meeting. These materials will be kept confidential. After the final meeting for a particular application, all loan committee members are required to return all loan forms and copies to the Program Administrator office for shredding.

## **9. PURCHASE OF REAL ESTATE OR OPTION TO PURCHASE**

Eligible activities include the purchase directly or indirectly through the Program Administrator of commercial or industrial site(s) and obtaining options for the purchase of such real estate. Land to be purchased or optioned may be within or outside the corporate limits of the City of McCook.

In addition, the funds may be used to provide the infrastructure to these sites or other sites to make them attractive to new or expanding businesses. Eligible infrastructure improvements will include, but not be limited to, street, storm drainage, water, sewer, gas, electric, or railroad extension. Infrastructure improvements and costs may extend beyond the corporate limits of the City of McCook.

The funds may also be used to construct facilities, structures, and/or appurtenances for new or proposed development or to attract new business or industry. These facilities, structures and appurtenances are not required to be within the corporate limits of McCook, Nebraska.

These sites and facilities will improve the attractiveness of McCook, Nebraska, as a location for new business and industry and may be used as an incentive to aid in the location, relocation or expansion of a business. These sites and facilities may be sold or leased at a price at or below current market value. The proceeds from the sale or lease of land purchased and developed with

funds generated by Local Option Municipal Economic Development Act may be used for the purchase and development of additional land and may be used for all other eligible activities.

## **10. INVESTMENT OF ECONOMIC DEVELOPMENT FUNDS**

The City of McCook will establish a separate Economic Development Fund.

1. The money from the Economic Development Fund shall not be commingled with any other City or Program Administrator fund.
2. Any money in the Economic Development Fund not currently required or committed for the purposes of Economic Development shall be invested by the City of McCook.
3. In the event that the Economic Development Program is terminated, any funds not committed will be transferred as provided by the statute to the General Fund of the City and will be used on an installment basis to reduce the property tax levy of the City as provided by the Act.
4. If there is a conflict between this plan and State Statute, the State Statute will control.

## **11. LEGAL AND REGULATORY COMPLIANCE**

In order to ensure that all laws and regulations are being complied with, the City Attorney will review the Economic Development Program and all laws and regulations pertaining to it annually. The City Attorney will review all contracts, official documents, land transactions and other official actions related to the Economic Development Program to ensure compliance with existing law to ensure compliance.

## **12. AUDIT**

The City shall provide for an audit on an annual basis to insure that the assistance given through loans is used appropriately and that the City is protected against fraud or deceit in the conduct or administration of the program. The City shall provide for an annual, outside, independent audit of its Economic Development Program by a qualified private auditing business. The audit maybe included as part of the City's annual audit. The auditing business shall not at the time of the audit or any period during the term subject to the audit, have an contractual or business relation with:

- a. Any qualifying business receiving funds or assistance under the Economic Development Program.
- b. Any financial institution directly involved with a qualifying business receiving funds or assistance under the Economic Development Program.

The results of the audit shall be filed with the City Clerk and made available for public review during normal business hours.

**CITY MANAGER'S REPORT  
MARCH 7, 2016 CITY COUNCIL MEETING**

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**ITEM:        4A**

Approve the minutes of the February 15, 2016 regular City Council meeting and the February 29, 2016 special City Council meeting.

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**BACKGROUND:**

Receive and approve the minutes.

**FISCAL  
IMPACT:**     None.

**RECOMMENDATION:**

Approve the minutes of the February 15, 2016 regular City Council meeting and the February 29, 2016 special City Council meeting.

**APPROVALS:**

  
\_\_\_\_\_  
Lea Ann Doak, City Clerk

March 3, 2016

MCCOOK CITY COUNCIL  
February 15, 2016  
6:30 P.M.

A MEETING OF THE MAYOR AND COUNCIL OF THE CITY OF MCCOOK, NEBRASKA convened in open, regular, and public session at 6:30 o'clock P.M. in the City Council Chambers.

Present: Mayor Gonzales, Councilmembers Calvin, McDowell, Weedin.

Absent: Councilmember Hepp.

City Officials present: City Manager Schneider, City Attorney Mustion, City Clerk Doak, Police Chief Brown, Library Director Crocker, Utilities Director Dutcher, Public Works Director Potthoff, and Senior Services Director Siegfried.

Notice of the meeting was given in advance thereof by publication in the McCook Daily Gazette on February 11, 2016, the designated method of giving notice, a copy of the proof of publication being attached to these minutes. Advance notice of the meeting was also given to the Mayor and members of the City Council and a copy of the Acknowledgment of Receipt of such notice is attached to these minutes. Availability of the agenda was communicated in the advance notice to the Mayor and Council. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

Mayor Gonzales announced that a copy of the Open Meetings Act was posted by the entrance to the Council Chambers and available for public review. Following the Pledge of Allegiance to the flag of the United States of America, Mayor Gonzales called the meeting to order.

**1. Citizen's Comments.**

There were no citizen comments.

**2. Announcements & Recognitions.**

There were no announcements or recognitions.

**3. Public Hearings.**

A. Public Hearing - consider the 2016 One and Six Year Street Improvement Plan.

Upon a motion by Councilmember Weedin, seconded by Councilmember McDowell, the Council voted to recess as a City Council and convene a public hearing for the purpose of receiving public comment on the 2016 One and Six Year Street Improvement Plan with the City Attorney to act as hearing officer. The motion passed upon the following roll call vote: YEA: Gonzales, Calvin, McDowell, Weedin. NAY: None. ABSENT: Hepp.

The City Attorney offered and received into evidence Exhibit #1 - City Manager's Report dated February 15, 2016 (2 pages); Exhibit #2 - Notice of Hearing published (1 page); Exhibit #3 - proposed Resolution No. 2016-03 (1 page); Exhibit #4 - 2016 One & Six Year Plan Budget (1 page); Exhibit #5 - 2016 One & Six Year Plan map (1 page); Exhibit #6 - Form 8 Summary of One-Year Plan (1 page); Exhibit #7 - Form 9 Summary of Six -Year Plan (1 page); Exhibit #8 - Form 11 Report of Previous Year Highway or Street Improvement (1 page); and Exhibit #9 - Form 7 One-

and Six- Year Plan or Street Improvement Project (19 pages).

Greg Wolford, City Street Superintendent and Public Works Director Potthoff reviewed the 2016 One and Six Year Plan and Map, the Long Range Street Plan, and the 2016 One and Six Year Plan Budget.

There being no one else present to comment, upon a motion by Councilmember Calvin, seconded by Councilmember McDowell, the Council voted to adjourn the public hearing and to reconvene as a City Council. The motion passed upon the following roll call vote: YEA: Gonzales, Calvin, McDowell, Weedon. NAY: None. ABSENT: Hepp.

B. Adopt Resolution No. 2016-03 approving the 2016 McCook One and Six Year Plan of Street Improvements.

Upon a motion by Councilmember Calvin, seconded by Councilmember McDowell, the Council voted to adopt Resolution No. 2016-03 approving the 2016 McCook One and Six Year Plan of Street Improvements. The motion passed upon the following roll call vote: YEA: Gonzales, Calvin, McDowell, Weedon. NAY: None. ABSENT: Hepp.

C. Public Hearing - request for a special exception to allow college/university use in a Residential Medium Density (RM) District as part of ownership change; a parcel located in Country Club Addition to the City of McCook, Red Willow County, Nebraska; 905 East 7<sup>th</sup> Street; McCook Community College, Division Mid-Plains Community College, with the City Attorney to act as Hearing Officer.

Upon a motion by Councilmember Calvin, seconded by Councilmember McDowell, the Council voted to recess as a City Council and convene a public hearing for the purpose of receiving public comment on the request for a special exception to allow college/university use in a Residential Medium Density (RM) District as part of ownership change; a parcel located in Country Club Addition to the City of McCook, Red Willow County, Nebraska; 905 East 7<sup>th</sup> Street; McCook Community College, Division Mid-Plains Community College, with the City Attorney to act as Hearing Officer. The motion passed upon the following roll call vote: YEA: Gonzales, Calvin, McDowell, Weedon. NAY: None. ABSENT: Hepp.

The City Attorney offered and received into evidence Exhibit #1 - City Manager's Report dated February 15, 2016 (1 page); Exhibit #2 - Notice of Hearing published (1 page); Exhibit #3 - letter from Darin Morgan, Physical Resources Director for McCook Community College (1 page); Exhibit #4 - Land Use Action Request Form (5 pages); Exhibit #5 - Quit Claim Deed recorded November 20, 2015, Instrument No. 2015-01867 (2 pages); Exhibit #6 - Area map (1 page); Exhibit #7 - Findings and Determinations of McCook City Council (2 pages); Exhibit #8 - ownership list for mail notice of hearing (3 pages); and Exhibit 9 - minutes of the February 8, 2016 Planning Commission meeting (4 pages).

City Manager Schneider reviewed the following information contained in Exhibit #1; "An application for a special exception has been submitted by McCook Community College to allow for a college in the RM District. The location of the building is 905 E. 7<sup>th</sup> Street, McCook. The building is formerly known as the Republican Valley Event Center and/or Elk's Club. McCook Community College already has its campus in the RM District, with the main campus located to the west of the site at issue. The granting of the application would allow for a continuation of the campus. When reviewing the A-I considerations established for special exceptions, Staff believes the requested use fits the neighborhood. At the February 8, 2016 Planning Commission meeting, the Planning Commission voted 5-0 in favor of recommending approval of the special exception to the McCook

City Council."

There being no one else present to comment, upon a motion by Councilmember Weedon, seconded by Mayor Gonzales, the Council voted to adjourn the public hearing and to reconvene as a City Council. The motion passed upon the following roll call vote: YEA: Gonzales, Calvin, McDowell, Weedon. NAY: None. ABSENT: Hepp.

- D. Approve the request for a special exception to allow college/university use in a Residential Medium Density (RM) District as part of ownership change; a parcel located in Country Club Addition to the City of McCook, Red Willow County, Nebraska; 905 East 7<sup>th</sup> Street; McCook Community College, Division Mid-Plains Community College; that the granting of the special exception will not adversely affect the public interest; and that satisfactory provisions and arrangements have been made by the applicant concerning Special Exception Considerations a - i.

Councilmember McDowell introduced a motion to approve the Special Exception request from McCook Community College, Division Mid-Plains Community College to allow college/university use in a Residential Medium Density (RM) District as part of ownership change; a parcel located in Country Club Addition to the City of McCook, Red Willow County, Nebraska; 905 East 7<sup>th</sup> Street; that the Council is empowered to grant this special exception; that the granting of the special exception will not adversely affect the public interest; and that satisfactory provisions and arrangements have been made by the applicant concerning the following issues:

- a) ingress and egress to property and proposed structures thereon with particular reference to automotive and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe;
- b) off-street parking and loading areas where required, with particular attention to the items in (a) above, and the economic, noise, glare or odor effects of the special exception on adjoining properties and properties generally in the district;
- c) refuse and service areas, with particular reference to the items in (a) and (b) above;
- d) utilities, with reference to locations, availability and compatibility;
- e) screening and buffering with reference to type, dimensions and character;
- f) signs, if any, and proposed exterior lighting with reference to glare, traffic safety, economic effect and compatibility and harmony with properties in the district;
- g) required yards and other open space;
- h) general compatibility with adjacent properties and other property in the district.
- i) compatibility with the existing and future land use plans in the McCook Comprehensive Plan.

The motion was seconded by Mayor Gonzales, and passed by the following roll call vote: YEA: Gonzales, Calvin, McDowell, Weedon. NAY: None. ABSENT: Hepp.

- E. Public Hearing - proposed Redevelopment Plan for the Holiday Inn and Suites Redevelopment Project Area 2016 as to its conformity with the general plan for the development of the City as a whole.

Upon a motion by Councilmember Weedin, seconded by Councilmember Calvin, the Council voted to recess as a City Council and convene a public hearing for the purpose of receiving public comment on the proposed Redevelopment Plan for the Holiday Inn and Suites Redevelopment Project Area 2016 as to its conformity with the general plan for the development of the City as a whole with the City Attorney to act as hearing officer. The motion passed upon the following roll call vote: YEA: Gonzales, Calvin, McDowell, Weedin. NAY: None. ABSENT: Hepp.

The City Attorney offered and received into evidence Exhibit #1 - City Manager's Report dated February 15, 2016 (2 pages); Exhibit #2 - Notice of Hearing published (1 page); Exhibit #3 - proposed Resolution No. 2016-04 (3 pages); Exhibit #4 - proposed Redevelopment Plan for the Highway 83 and West H Intersection Area, Holiday Inn & Suites Redevelopment Project (17 pages); Exhibit #5 - listing of those receiving notice of hearing and copies of letters mailed (6 pages); Exhibit #6 - Resolution No. PC2016-01 (1 page); and Exhibit #7 - minutes of the February 8, 2016 Planning Commission meeting (4 pages).

City Manager Schneider reviewed the proposed Redevelopment Plan.

City Manager McDowell expressed concerns with the amount of \$410,000 that was used for site acquisition.

Dr. Deepak Gangahar, Developer, stated that the original site was not large enough and it was necessary to purchase an additional 10,000 square feet to the south at a price of \$200,000. He was willing to remove the \$200,000 site acquisition expense from the TIF reimbursement and replacing with another eligible expense so that the TIF reimbursement amount would remain at \$1,400,000. He noted that no funding will be coming from the City, they will be securing their own loan.

Phyllis Ogg, Perry Strombeck, Ron Tompkins, and Jim Zader expressed concerns for the need of an additional hotel; current trend for occupancy is downward; drainage issues in the proposed area; that the current hotels have had very few sold out days; and over saturation of the area market.

Dr. Gangahar noted that they were approached by the national motel to locate in McCook and presented a current Orbit.com web search of local hotels that indicated that the Chief and Days Inn were sold out.

There being no one else present to comment, upon a motion by Councilmember Weedin, seconded by Councilmember Calvin, the Council voted to adjourn the public hearing and to reconvene as a City Council. The motion passed upon the following roll call vote: YEA: Gonzales, Calvin, McDowell, Weedin. NAY: None. ABSENT: Hepp.

Upon a motion by Mayor Gonzales, seconded by Councilmember Calvin, the Council voted to recess as a City Council and to convene as the McCook Community Development Agency for consideration of the CDA Agenda at 7:45 P.M.

### **MCCOOK COMMUNITY DEVELOPMENT AGENCY**

A regular meeting of the Community Development Agency of the City of McCook, Nebraska was held on Monday, February 15, 2016, in the City Council Chambers at the McCook Municipal Center, 505 West "C" Street, McCook, Nebraska, the same being open to the public and preceded by advance publicized notice duly given in strict compliance with the provisions of the Open Meetings Act. Each member of Agency was also given advance notice of the meeting as acknowledged. Additionally, reasonable efforts were made to provide advance notice of the time, date and place of the meeting to all news media requesting the same.

Mayor Gonzales presided and City Clerk Doak recorded the proceedings. The meeting was called to order at 7:45 P.M. and on roll call the following Agency Members were present: Gonzales, Calvin, McDowell, Weedin; the following Agency Member was absent: Hepp. A quorum being present and the meeting duly commenced, the following proceedings were had and done while the meeting was open to the attendance of the public. The Mayor publicly announced that a copy of the Open Meetings Act is posted by the entrance to the Council Chambers and is available for public review.

1. Approve the minutes of the October 19, 2015 Community Development Agency regular meeting.

Upon a motion by Agency Member McDowell, seconded by Agency Member Gonzales, the Agency voted to approve the minutes of the October 19, 2015 Community Development Agency regular meeting. The motion passed upon the following roll call vote: YEA: Gonzales, Calvin, McDowell, Weedin. NAY: None. ABSENT: Hepp.

2. Adopt Resolution No. CDA 2016-01 recommending approval of a Redevelopment Plan of the City of McCook, Nebraska submitted by the Holiday Inn & Suites Redevelopment Project sponsor, whomever that may be; approving a Cost Benefit Analysis, approving a Redevelopment Project of the City of McCook, Nebraska; and approval of related actions.

Upon a motion by Agency Member Gonzales, seconded by Agency Member Calvin, the Agency voted to adopt Resolution No. CDA 2016-01 recommending approval of a Redevelopment Plan of the City of McCook, Nebraska submitted by the Holiday Inn & Suites Redevelopment Project sponsor, whomever that may be; approving a Cost Benefit Analysis, approving a Redevelopment Project of the City of McCook, Nebraska; approval of related actions; and amending Exhibit "D" eligible TIF expenditures by reducing Site Acquisition to \$225,000, reallocating the \$185,000 to other eligible TIF expenditures, with the total TIF amount to remain at \$1,400,000. The motion passed upon the following roll call vote: YEA: Gonzales, Calvin, McDowell, Weedin. NAY: None. ABSENT: Hepp.

3. Adjournment.

There being no further business to come before the Agency, Mayor Gonzales declared the meeting adjourned at 8:13 P.M.

Upon a motion by Mayor Gonzales, seconded by Councilmember Calvin, the Council voted to recess as the McCook Community Development Agency and reconvene as the McCook City Council.

### **MCCOOK CITY COUNCIL**

- F. Adopt Resolution No. 2016-04 approving a Redevelopment Plan of the City of McCook, Nebraska, approving a Redevelopment Project of the City of McCook, Nebraska; and approval of related actions for the purpose of the development of the 2016 Holiday Inn and Suites Hotel Project Area.

Upon a motion by Councilmember Calvin, seconded by Councilmember Weedin, the Council voted to adopt Resolution No. 2016-04 approving a Redevelopment Plan (as amended) of the City of McCook, Nebraska, approving a Redevelopment Project of the City of McCook, Nebraska; and approval of related actions for the purpose of the development of the 2016 Holiday Inn and Suites Hotel Project Area. The motion passed upon the following roll call vote: YEA: Gonzales, Calvin,

McDowell, Weedin. NAY: None. ABSENT: Hepp.

- G. Public Hearing - Consider Preliminary Replat No. 1 of Block 2, Patton-Boyd Addition to the City of McCook, Red Willow County, Nebraska.

Upon a motion by Councilmember Calvin, seconded by Councilmember Weedin, the Council voted to recess as a City Council and convene a public hearing for the purpose of receiving public comment on the Preliminary Replat No. 1 of Block 2, Patton-Boyd Addition to the City of McCook, Red Willow County, Nebraska with the City Attorney to act as hearing officer. The motion passed upon the following roll call vote: YEA: Gonzales, Calvin, McDowell, Weedin. NAY: None. ABSENT: Hepp.

The City Attorney offered and received into evidence Exhibit #1 - City Manager's Report dated February 15, 2016 (1 page); Exhibit #2 - Notice of Hearing published (1 page); Exhibit #3 - ownership list of those receiving advanced notice of Public Hearing (2 pages); Exhibit #4 - Preliminary Plat maps (2 pages); and Exhibit #5 - minutes of the February 8, 2016 Planning Commission meeting (4 pages).

City Manager Schneider reviewed the following information contained in Exhibit #1 - "These agenda items are an effort to clean up the Patton-Boyd Addition to the City of McCook in anticipation of future development. In conjunction with the prior Item No. 3F, it is clear to Staff that the Patton-Boyd Addition needs to be replatted to clean up some of the difficulties that could be created with the potential addition of a hotel in this subdivision area. One of the concerns is that, should a hotel be developed on the northern most lot of this subdivision, there would be a lot in the middle of the subdivision that could not be developed due to street frontage concerns. Another concern is that the description of the lots as they currently exist in the Patton-Boyd Addition were becoming overly burdensome due to prior splits and adjustments. Approval of this item is tied into the successful completion of a land contract between the property owners to the north and south. Staff asks that the Council approve this matter contingent on the approval of the redevelopment agreement."

There being no one else present to comment, upon a motion by Mayor Gonzales, seconded by Councilmember Calvin, the Council voted to adjourn the public hearing and to reconvene as a City Council. The motion passed upon the following roll call vote: YEA: Gonzales, Calvin, McDowell, Weedin. NAY: None. ABSENT: Hepp.

- H. Preliminarily approve Replat No. 1 of Block 2, Patton-Boyd Addition to the City of McCook, Red Willow County, Nebraska.

Upon a motion by Councilmember Calvin, seconded by Councilmember McDowell, the Council voted to preliminarily approve Replat No. 1 of Block 2, Patton-Boyd Addition to the City of McCook, Red Willow County, Nebraska. The motion passed upon the following roll call vote: YEA: Gonzales, Calvin, McDowell, Weedin. NAY: None. ABSENT: Hepp.

#### **4. Consent Agenda.**

- A. Approve the minutes of the February 1, 2016 regular City Council meeting.

Upon a motion by Mayor Gonzales, seconded by Councilmember Weedin, the Council voted to approve the minutes of the February 1, 2016 regular City Council meeting. The motion passed upon the following roll call vote: YEA: Gonzales, Calvin, McDowell, Weedin. NAY: None. ABSENT: Hepp.

- B. Approve the application for a Special Designated Liquor License submitted by the Knights of Columbus - License Number I-003702, for a dance/reception to be held at the McCook Municipal Auditorium, 302 West 5<sup>th</sup> Street, on March 12, 2016 from 4:00 P.M. to 12:00 MIDNIGHT.

Upon a motion by Mayor Gonzales, seconded by Councilmember Weedin, the Council voted to approve the application for a Special Designated Liquor License submitted by the Knights of Columbus - License Number I-003702, for a dance/reception to be held at the McCook Municipal Auditorium, 302 West 5<sup>th</sup> Street, on March 12, 2016 from 4:00 P.M. to 12:00 MIDNIGHT. The motion passed upon the following roll call vote: YEA: Gonzales, Calvin, McDowell, Weedin. NAY: None. ABSENT: Hepp.

- C. Approve the plans and specifications for a new 6-Place Hangar at Ben Nelson Regional Airport and set the time and date to receive bids as 2:00 P.M. on March 15, 2016.

Upon a motion by Mayor Gonzales, seconded by Councilmember Weedin, the Council voted to approve the plans and specifications for a new 6-Place Hangar at Ben Nelson Regional Airport and set the time and date to receive bids as 2:00 P.M. on March 15, 2016. The motion passed upon the following roll call vote: YEA: Gonzales, Calvin, McDowell, Weedin. NAY: None. ABSENT: Hepp.

- D. Receive and file the claims for the month of January 2016 as published February 11, 2016.

Upon a motion by Mayor Gonzales, seconded by Councilmember Weedin, the Council voted to receive and file the claims for the month of January 2016 as published February 11, 2016. The motion passed upon the following roll call vote: YEA: Gonzales, Calvin, McDowell, Weedin. NAY: None. ABSENT: Hepp.

- E. Approve and authorize the Mayor to sign the Certificate of Substantial Completion, Change Order #2, and Pay Application Number 6-Final for the renovation of the Heat Exchanger, Digester Gas Piping and replacement of the Motor Control Center (MCC) Improvements.

Upon a motion by Mayor Gonzales, seconded by Councilmember Weedin, the Council voted to approve and authorize the Mayor to sign the Certificate of Substantial Completion, Change Order #2, and Pay Application Number 6-Final for the renovation of the Heat Exchanger, Digester Gas Piping and replacement of the Motor Control Center (MCC) Improvements. The motion passed upon the following roll call vote: YEA: Gonzales, Calvin, McDowell, Weedin. NAY: None. ABSENT: Hepp.

- F. Receive and file the minutes of the February 8, 2016 Planning Commission meeting.

Upon a motion by Mayor Gonzales, seconded by Councilmember Weedin, the Council voted to receive and file the minutes of the February 8, 2016 Planning Commission meeting. The motion passed upon the following roll call vote: YEA: Gonzales, Calvin, McDowell, Weedin. NAY: None. ABSENT: Hepp.

**5. Regular Agenda.**

- A. Receive and file presentation from Library Director Jody Crocker.

Library Director Crocker presented an update regarding what is happening at the McCook Public

Library.

B. Council Comments.

The Council thanked the city employees for the excellent job of removing the snow after the recent blizzard and to those employees who provided services and assistance during the storm.

▪ **Adjournment.**

There being no further business to come before the Council, Mayor Gonzales declared the meeting adjourned at 8:40 P.M.

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Michael D. Gonzales, Mayor

ATTEST:

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Lea Ann Doak, City Clerk-Treasurer

MCCOOK CITY COUNCIL  
February 29, 2016  
12:00 Noon  
Special Meeting

A MEETING OF THE MAYOR AND COUNCIL OF THE CITY OF MCCOOK, NEBRASKA convened in open, special, and public session at 12:00 o'clock Noon in the City Council Chambers.

Present: Mayor Gonzales, Councilmembers McDowell, Weedin.

Absent: Councilmembers Hepp, Calvin.

City Officials present: City Manager Schneider, City Clerk Doak.

Notice of the meeting was given in advance thereof by publication in the McCook Daily Gazette on February 25, 2016, the designated method of giving notice, a copy of the proof of publication being attached to these minutes. Advance notice of the meeting was also given to the Mayor and members of the City Council and a copy of the Acknowledgment of Receipt of such notice is attached to these minutes. Availability of the agenda was communicated in the advance notice to the Mayor and Council. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

Mayor Gonzales announced that a copy of the Open Meetings Act was posted by the entrance to the Council Chambers and available for public review.

**1. Regular Agenda.**

- A. Approve the application for a Special Designated Liquor License submitted by Schmick's Market, Inc., Liquor License #IDK-084561, for a rodeo to be held at the Kiplinger Arena, 1408 West 5th Street, on March 18 and 19, 2016, from 4:00 P.M. to 11:59 P.M.

Upon a motion by Councilmember McDowell, seconded by Councilmember Weedin, the Council voted to approve the application for a Special Designated Liquor License submitted by Schmick's Market, Inc., Liquor License #IDK-084561, for a rodeo to be held at the Kiplinger Arena, 1408 West 5th Street, on March 18 and 19, 2016, from 4:00 P.M. to 11:59 P.M. The motion passed upon the following roll call vote: YEA: Gonzales, McDowell, Weedin. NAY: None. ABSENT: Hepp, Calvin.

▪ **Adjournment.**

There being no further business to come before the Council, Mayor Gonzales declared the meeting adjourned at 12:01 P.M.

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Michael D. Gonzales, Mayor

ATTEST:

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Lea Ann Doak, City Clerk-Treasurer

**CITY MANAGER'S REPORT  
MARCH 7, 2016 CITY COUNCIL MEETING**

---

**ITEM:        4B**

**RECOMMENDATION:**

**APPROVE THE REQUEST FROM RONDA GRAFF TO UTILIZE CITY STREETS AND WALKING TRAILS FOR THE 2016 REPUBLICAN RIVER RACE SERIES ON THE FOLLOWING DATES MARCH 19TH, MAY 12TH, JULY 16TH AND 23RD, AUGUST 6TH, SEPTEMBER 24TH, NOVEMBER 19TH AND DECEMBER 17TH.**

---

**BACKGROUND:**

Ronda Graff is requesting the use city streets and walking trails for a series of races to be held in McCook. There should be no impact to City resourced during these events. The race organizer will be responsible for providing resources to provide safe travel for the participants. A certificate of insurance has been provided.

**FISCAL  
IMPACT:**     None.

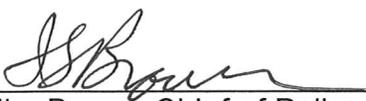
**RECOMMENDATION:**

**APPROVE THE REQUEST FROM RONDA GRAFF TO UTILIZE CITY STREETS AND WALKING TRAILS FOR THE 2016 REPUBLICAN RIVER RACE SERIES ON THE FOLLOWING DATES MARCH 19TH, MAY 12TH, JULY 16TH AND 23RD, AUGUST 6TH, SEPTEMBER 24TH, NOVEMBER 19TH AND DECEMBER 17TH.**

**APPROVALS:**

  
\_\_\_\_\_  
Kyle Potthoff, Public Works Director

February 26, 2016

  
\_\_\_\_\_  
Ike Brown, Chief of Police

February 26, 2016

  
\_\_\_\_\_  
Nate Schneider, City Manager

February 26, 2016

## 2016 Republican River Race Series

Race Date	Race Name	Location	Race director	Race start, approximate course
1. Saturday, March 19	Shamrock Shuffle	McCook	Ronda Graff	KC Hall, city streets/walking trail
2. Saturday, April 16	Rep. River Adven. Run	Trenton	Mike Baker	Trenton football field, river valley
3. Thursday, May 12	Comm. Hosp. Wellness Run	McCook	Steve Shaner	Community Hospital, city streets
4. Saturday, June 4	Evening Glow Run	Cambridge	Tonya Kroeppen	Tri-Valley, city streets
5. Monday, July 4	Freedom Run	Culbertson	Jake Kolbo	Culbertson park, Culbertson streets
6. Saturday, July 16	YPG Color Run	McCook	Garrett Rippen	TBD, city streets
7. Saturday, July 23	XC Fair Run	McCook	Tom Sughroue	Fairgrounds, city streets/fairgrounds
8. Saturday, Aug. 6	SuperHero 5K/Half	McCook	Sarah Wolford	Community Hospital, East 11 <sup>th</sup> Street
9. Saturday, Sept. 24	Heritage Days	McCook	Ronda Graff	Norris Park, city streets/walking trail
10. Saturday, Nov. 19	Turkey Trot	McCook	Candy Crosby	Community Hospital, city streets/trail
11. Saturday, Dec. 17	Reindeer Run	McCook	Chris Schaben	Barnett Park, walking trails



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/23/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> STAR Insurance - Fort Wayne Office 2130 East Dupont Road  Fort Wayne IN 46825		<b>CONTACT NAME:</b> Margaret M. Mayers <b>PHONE (A/C, No, Ext):</b> (260) 467-5689 <b>FAX (A/C, No):</b> (260) 467-5691 <b>E-MAIL ADDRESS:</b> margaret.mayers@starfinancial.com	
<b>INSURED</b> Road Runners Club of America/2016 and Its Member Clubs 1501 Lee Highway, Suite 140 Arlington VA 22209		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> National Casualty Company NAIC # 11991 <b>INSURER B:</b> Nationwide Life Insurance Co. 66869 <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	

**COVERAGES** CERTIFICATE NUMBER: 2016 \$1M Event GL REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATION MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			KRO0000005887400	12/31/2015 12:01 AM	12/31/2016 12:01 AM	EACH OCCURRENCE \$ 1,000,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000	
	<input checked="" type="checkbox"/> Legal Liability to Participant \$1,000,000						MED EXP (Any one person) \$ 5,000	
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000	
<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			Abuse & Molestation				GENERAL AGGREGATE \$ Unlimited	
	OTHER:			Aggregate \$5,000,000			PRODUCTS - COMP/OP AGG \$ 1,000,000	
A	<b>AUTOMOBILE LIABILITY</b>			KRO0000005887400	12/31/2015 12:01 AM	12/31/2016 12:01 AM	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000	
	<input type="checkbox"/> ANY AUTO ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per person) \$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS						BODILY INJURY (Per accident) \$
								PROPERTY DAMAGE (Per accident) \$
							\$	
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE \$	
	<b>EXCESS LIAB</b>						AGGREGATE \$	
	DED						\$	
	RETENTION \$						\$	
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>						PER STATUTE	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				OTHER	
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$	
							E.L. DISEASE - EA EMPLOYEE \$	
							E.L. DISEASE - POLICY LIMIT \$	
B	<b>Excess Medical &amp; Accident (\$250 Deductible/Claim)</b>			SPX0000027201500	12/31/2015 12:01 AM	12/31/2016 12:01 AM	Excess Medical \$10,000 AD & Specific Loss \$2,500	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Event Member Certificate

Date of Event: 03/19/16, 04/16/16, 05/12/16, 06/04/16, 07/04/16, 07/16/16, 07/23/16, 08/06/16, 09/24/16, 11/19/16 and 12/17/16

**CERTIFICATE HOLDER****CANCELLATION**

Republican River Fitness Series  
 Att'n: Christopher Schaben  
 1508 W. Circle Drive  
 McCook, NE 69001

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Terry Diller/MMA

*Terry R. Diller, epcu*

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**CITY MANAGER'S REPORT  
MARCH 7, 2016 CITY COUNCIL MEETING**

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ITEM: **4C**

Approve the application for a Special Designated Liquor License submitted by JBN, Inc. - License Number D-100025, for a dance/reception to be held at the McCook Municipal Auditorium, 302 West 5<sup>th</sup> Street (West 5<sup>th</sup> and "C" Street), on May 21, 2016 from 1:00 P.M. to 12:30 A.M.

---

**BACKGROUND:**

JBN, Inc. will be hosting this event. They are making application to allow them to serve alcohol at this temporary location. Approval of the City Council is required with all applications. Approval of this request is also approving consumption of alcohol in the auditorium.

**FISCAL**

**IMPACT:** None.

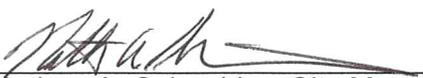
**RECOMMENDATION:**

Approve the application for a Special Designated Liquor License submitted by JBN, Inc. - License Number D-100025, for a dance/reception to be held at the McCook Municipal Auditorium, 302 West 5<sup>th</sup> Street (West 5<sup>th</sup> and "C" Street), on May 21, 2016 from 1:00 P.M. to 12:30 A.M.

**APPROVALS:**

  
\_\_\_\_\_  
Lea Ann Doak, City Clerk

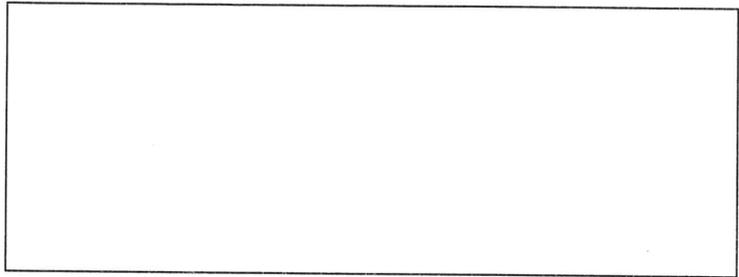
March 2, 2016

  
\_\_\_\_\_  
Nathan A. Schneider, City Manager

March 2, 2016

# APPLICATION FOR SPECIAL DESIGNATED LICENSE

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



## Special Designated License (SDL) Application Quick Checklist

### Requirements:

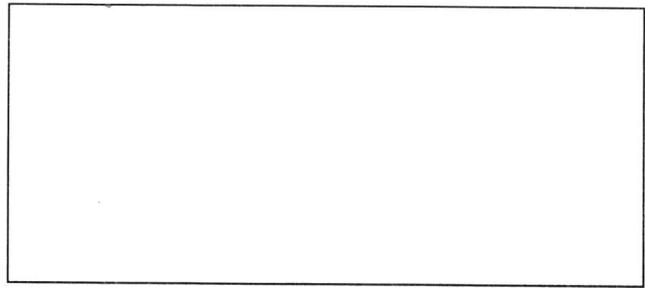
- Application **MUST** include approval from the local governing body (city, village or county clerk of where the event is to be held). Contact this jurisdiction for further requirements. **EFFECTIVE MAY 1, 2015, applications will no longer be accepted without the local approval attached to the application.**
- Only 501c Non-profit organizations or Retail license holders can apply for a Special Designated License. No SDL will be issued to Retail license holders operating under a Temporary Operating Permit (TOP).
- Include \$40 fee for each day/area. Check is payable to the Nebraska Liquor Control Commission (NLCC). If you have a Catering license, there are no fees required. You may also pay online at <http://www.lcc.nebraska.gov/>
- **Applicant** is responsible for all paperwork and fees being sent to the NLCC office before the 10-day deadline. It is not the responsibility of the local governing body to send the application to the NLCC.
- When requesting alternate date(s) and/or location(s), approval from local governing body must include approval for these alternate date(s) and/or locations(s). If requesting sales on Sunday, attach copy of local ordinance or resolution.
- Application must be received in Nebraska Liquor Control Commission (NLCC) office a **MINIMUM** of ten (10) business days prior to date of event (weekends, holidays & date of event are not included in this count). **NO EXCEPTIONS!**  
\*See the calendar on our website at:  
<https://lcc.nebraska.gov/sites/lcc.nebraska.gov/files/SDL%20Calender%20JAN%202016%20-%20JAN%202017.pdf>
- When requesting an outdoor area, you must include a box-type diagram of the area to be licensed.
- Non Caterer applicants are only allowed six (6) SDLs per calendar year, this includes consecutive days used on one application (i.e. July 4 – 9 = 6 days).
- Only twelve (12) SDLs will be issued at any specific location that could otherwise hold a liquor license.

### Non Profit Application **MUST**:

- Include page five (5) of application showing Federal ID number.
- When requesting an exemption from NLCC rules; i.e. waiver of double fencing, request must be received in (NLCC) office a **MINIMUM** of 30 days prior to the date of the event; waiving double fence must complete Form 140.

**APPLICATION FOR SPECIAL DESIGNATED LICENSE**

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



DO YOU NEED POSTERS? YES \_\_\_ NO

**NON PROFIT APPLICANTS**

(Check one that best applies)

Municipal \_\_\_ Political \_\_\_ Fine Arts \_\_\_ Fraternal \_\_\_ Religious \_\_\_ Charitable \_\_\_ Public Service

**LIQUOR LICENSE HOLDERS**

Liquor license number and class (i.e. C-55441)

D 100025

**COMPLETE ALL QUESTIONS**

1. Type of alcohol to be served and/or consumed: Beer  Wine  Distilled Spirits

2. Licensee name (last, first,), corporate name or limited liability company (LLC) name  
(As it reads on your liquor license)

NAME: JBN INC

ADDRESS: 502 East B Street

CITY McCook ZIP 69001

3. Location where event will be held; name, address, city, county, zip code

BUILDING NAME McCook City Auditorium

ADDRESS: West 5th and C Street CITY McCook

ZIP 69001 COUNTY and COUNTY # Red Willow

a. Is this location within the city/village limits? YES  NO \_\_\_

b. Is this location within the 150' of church, school, hospital or home for aged/indigent or for veterans and/or wives? YES  NO \_\_\_

c. Is this location within 300' of any university or college campus? YES \_\_\_ NO

4. Date(s) and Time(s) of event (no more than six (6) **consecutive** days on one application)

Date May 21, 2016	Date	Date	Date	Date	Date
<b>Hours</b> From 1:00 PM	<b>Hours</b> From	<b>Hours</b> From	<b>Hours</b> From	<b>Hours</b> From	<b>Hours</b> From
To 12:30 AM	To	To	To	To	To

a. Alternate date: None It's a wedding

b. Alternate location: None  
**(Alternate date or location must be specified in local approval)**

5. Indicate type of activity to be carried on during event:

Dance  Reception  Fund Raiser  Beer Garden  Sampling/Tasting   
 Other \_\_\_\_\_

6. Description of area to be licensed

Inside building, dimensions of area to be covered **IN FEET** 150 x 100  
 (not square feet or acres)

\*Outdoor area dimensions of area to be covered **IN FEET** none x none

**\*SKETCH OF OUTDOOR AREA (or attach copy of sketch) (sample sketch)**

If outdoor area, how will premises be enclosed?

Fence;  snow fence  chain link  cattle panel  
 other \_\_\_\_\_  
 Tent

7. How many attendees do you expect at event? 300

8. If over 150 attendees. Indicate the steps that will be taken to prevent underage persons from obtaining alcohol beverages. (Attach separate sheet if needed)

Any minor that is at the reception shall be required to wear a bracelet. All bartenders will be checking ID's of questionable persons. Most if not all bartenders will have serving cards. We will have adults patrolling the premises.

9. Will premises to be covered by license comply with all Nebraska sanitation laws? YES  NO

a. Are there separate toilets for both men and women? YES  NO

10. Where will you be purchasing your alcohol?

Wholesaler \_\_\_\_\_ Retailer X Both \_\_\_\_\_ BYO \_\_\_\_\_  
(includes wineries)

11. Will there be any games of chance operating during the event? YES \_\_\_ NO X

If so, describe activity \_\_\_\_\_

NOTE: Only games of chance approved by the Department of Revenue, Charitable Gaming Division are permitted. All other forms of gambling are prohibited by State Law: There are no exceptions for Non Profit Organizations or any events raising funds for a charity. This is only an application for a Special Designated License under the Liquor Control Act and is not a gambling permit application.

12. Any other information or requests for exemptions: \_\_\_\_\_

13. Name and telephone number/cell phone number of immediate supervisor. This person will be at the location of the event when it occurs, able to answer any questions from Commission and/or law enforcement before and during the event, and who will be responsible for ensuring that any applicable laws, ordinances, rules and regulations are adhered to. PLEASE PRINT LEGIBLY

Print name of Event Supervisor John and Betty Nothnagel

Signature of Event Supervisor \_\_\_\_\_

Event Supervisor phone: Before 308-340-2700 During 308-340-2700  
Email address johnnothnagel@yahoo.com

Consent of Authorized Representative/Applicant

14. I declare that I am the authorized representative of the above named license applicant and that the statements made on this application are true to the best of my knowledge and belief. I also consent to an investigation of my background including all records of every kind including police records. I agree to waive any rights or causes of action against the Nebraska Liquor Control Commission, the Nebraska State Patrol or any other individual releasing said information to the Liquor Control Commission or the Nebraska State Patrol. I further declare that the license applied for will not be used by any other person, group, organization or corporation for profit or not for profit and that the event will be supervised by persons directly responsible to the holder of this Special Designated License.

sign here John Nothnagel Vice President 2-15-16  
Authorized Representative/Applicant Title Date  
JOHN NOTHNAGEL  
Print Name

This individual must be listed on the application as an officer or stockholder unless a letter has been filed appointing an individual as the catering manager allowing them to sign all SDL applications.

The law requires that no special designated license provided for by this section shall be issued by the Commission without the approval of the local governing body. For the purposes of this section, the local governing body shall be the city or village within which the particular place for which the special designated license is requested is located, or if such place is not within the corporate limits of a city or village, then the local governing body shall be the county within which the place for which the special designated license is requested is located.

**CITY MANAGER'S REPORT  
MARCH 7, 2016 CITY COUNCIL MEETING**

---

**ITEM:            4D**

Receive and file the Financial Report for the period ending January 31, 2016.

---

**BACKGROUND:**

The Treasurer's Report (Attachment A) gives the beginning cash balances as of October 1, 2015, plus Total (YTD) Receipts, minus Total (YTD) Disbursements, giving the ending cash balance on January 31, 2016.

Per the Banking Services Agreement with McCook National Bank, all funds are deposited into the Public Funds Account at a higher rate of interest. The bank then sweeps in increments of \$100,000 to the Primary Operating Account to cover the checks as they clear the bank.

All of the bank accounts are interest bearing, except the Payroll Account and the Purchase Account. The Payroll Account is also a sweep account and maintains a \$1,000 balance. The Purchase Account is our VISA credit card.

Attachment B gives the ending cash balances by fund as of January 31, 2016.

Attachment C is a Financial Summary of Revenue and Expense by Fund for the quarter ending January 31, 2016.

Staff is always available to address any questions that the Council may have. The Department Heads receive monthly financial reports and it is their responsibility to monitor their individual budgets. It is the bottom-line per department that is monitored. If they go over on a line item, that must adjust for it in another line item.

**FISCAL  
IMPACT:**       None.

**RECOMMENDATION:**

Receive and file the Financial Report for the period ending January 31, 2016.

**APPROVALS:**

  
\_\_\_\_\_  
Lea Ann Doak, City Clerk-Treasurer

March 2, 2016

  
\_\_\_\_\_  
Nathan A. Schneider, City Manager

March 2, 2016

# ATTACHMENT

A

City of McCook, Nebraska  
 TREASURER'S REPORT  
 Period Ending January 31, 2016

Beginning Cash on Hand, October 1, 2015			
McCook National Bank - Public Funds	\$	12,650,694.00	
McCook National Bank - Primary Operating	\$	88,531.82	
McCook National Bank - LB840 Funds	\$	604,744.74	
McCook National Bank - Payroll	\$	1,000.00	
McCook National Bank - CRA	\$	175,170.25	
Purchases Account	\$	10,000.00	
Petty Cash	\$	925.81	
NDEQ Irrevocable Escrow	\$	75,241.45	
<b>TOTAL BEGINNING CASH</b>			<b>\$ 13,606,308.07</b>
Receipts:			
Taxes	\$	1,101,930.42	
Fees, Permits and Licenses	\$	153,280.38	
Intergovernmental Services	\$	410,074.82	
Charges - Current Services	\$	539,627.86	
Public Utilities	\$	1,175,223.47	
Use of Money & Property	\$	621,729.81	
Interfund Transfers	\$	1,431,978.94	
Other Revenue	\$	911,728.48	
<b>PLUS TOTAL RECEIPTS</b>			<b>\$ 6,345,574.18</b>
Disbursements:			
Personal Services	\$	1,873,064.91	
Supplies	\$	349,105.21	
Services & Charges	\$	2,322,898.72	
Budget Transfers	\$	1,035,138.90	
Capital Outlay	\$	1,003,707.00	
Unapplied/Accounts Payable	\$	575.00	
<b>MINUS TOTAL DISBURSEMENTS</b>			<b>\$ 6,584,489.74</b>
Ending Cash Balance January 31, 2016			
McCook National Bank - Public Funds	\$	12,381,905.52	
McCook National Bank - Primary Operating	\$	253,270.58	
McCook National Bank - LB840 Funds	\$	627,245.50	
McCook National Bank - Payroll	\$	1,000.00	
McCook National Bank - CRA	\$	16,850.39	
Petty Cash	\$	925.81	
Purchase Account	\$	9,141.01	
NDEQ Irrevocable Escrow	\$	77,053.70	
<b>TOTAL ENDING CASH</b>	\$	13,367,392.51	<b>\$ 13,367,392.51</b>

Dated: February 8, 2016

-s- Lea Ann Doak, City Clerk

# ATTACHMENT B

City of McCook, Nebraska  
 TREASURER'S REPORT  
 CASH BALANCE BY FUNDS  
 Period Ending January 31, 2016

	Beginning Cash	YTD Revenue	YTD Expenditures	Ending Cash
Beginning Cash on Hand, October 1, 2015				
General Fund - 10	\$ 2,155,497.17	\$ 1,699,699.62	\$ 2,148,091.48	\$ 1,707,105.31
General Fund Unapplied/Accts. Payable	\$ 2,495.10	\$	\$ 325.00	\$ 2,820.10
Special Revenue - 20	\$ 1,012,230.08	\$ 126,719.70	\$ 162,389.24	\$ 976,560.54
Debt Service - 30	\$ 437,991.52	\$ 1,051.00	\$ 0.00	\$ 439,042.52
Community Rdevelopment Authority - 40	\$ 237,410.68	\$ 335,160.20	\$ 493,326.06	\$ 79,244.82
Economic Development Fund - 45	\$ 569,199.31	\$ 193,587.06	\$ 105,633.20	\$ 657,153.17
ED Fund Unapplied/Accts. Payable			\$	\$ 0.00
Trust & Agency - 60	\$ 240,577.68	\$ 47,887.09	\$ 51,328.19	\$ 237,136.58
Internal Service Fund - 65	\$ 289,429.77	\$ 795,400.07	\$ 700,636.87	\$ 384,192.97
Enterprise Fund - 70	\$ 7,542,192.50	\$ 2,763,766.88	\$ 2,892,011.20	\$ 7,413,948.18
Enterprise Fund Unapplied/Accts. Payable	\$ 736.18	\$	\$ 900.00	\$ -163.82
Capital Improvement - 80	\$ 1,118,548.08	\$ 382,302.56	\$ 30,498.50	\$ 1,470,352.14
	\$ 13,606,308.07	\$ 6,345,574.18	\$ 6,585,139.74	\$ 13,367,392.51

Dated: February 8, 2016

-s- Lea Ann Doak, City Clerk

# ATTACHMENT C

CITY OF MCCOOK  
 STATEMENT OF REVENUES - BUDGET VS. ACTUAL  
 AS OF: JANUARY 31ST, 2016

10 -GENERAL FUND  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
<b>REVENUE SUMMARY</b>							
GENERAL REVENUE	7,538,788	7,538,788	389,252.49	1,668,394.58	1,731,929.52	5,870,393.42	77.87
RESERVES/CO TREASURER BAL	<u>896,656</u>	<u>896,656</u>	<u>12,555.04</u>	<u>31,305.04</u>	<u>32,523.81</u>	<u>865,350.96</u>	<u>96.51</u>
TOTAL REVENUES	<u>8,435,444</u>	<u>8,435,444</u>	<u>401,807.53</u>	<u>1,699,699.62</u>	<u>1,764,453.33</u>	<u>6,735,744.38</u>	<u>79.85</u>
	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
ADMINISTRATION	509,306	509,306	34,925.20	164,070.28	136,538.81	345,235.72	67.79
PUBLICITY	9,420	9,420	170.60	1,306.40	1,982.17	8,113.60	86.13
AUDITORIUM	40,638	40,638	2,984.37	10,860.72	10,999.94	29,777.28	73.27
COUNCIL	589,915	589,915	29,687.73	101,106.67	83,105.11	488,808.33	82.86
POLICE	1,610,601	1,610,601	121,922.17	512,133.19	510,524.50	1,098,467.81	68.20
MUNICIPAL CENTER	89,653	89,653	5,310.44	25,584.54	29,996.70	64,068.46	71.46
FIRE	1,082,570	1,082,570	65,206.57	326,591.37	329,423.91	755,978.63	69.83
AMBULANCE	108,061	108,061	8,261.01	44,053.67	41,964.17	64,007.33	59.23
CIVIL DEFENSE	19,859	19,859	912.18	3,725.66	7,171.32	16,133.34	81.24
BUILDING & ZONING	69,809	69,809	4,899.84	35,685.72	23,404.36	34,123.28	48.88
LIBRARY	301,070	301,070	20,588.31	97,818.19	103,427.73	203,251.81	67.51
STREET	1,100,072	1,100,072	59,263.92	250,207.49	244,466.27	849,864.51	77.26
STREET LIGHTS	0	0	0.00	0.00	0.00	0.00	0.00
CEMETERY	208,772	208,772	31,019.40	75,778.06	52,401.13	132,993.94	63.70
PARKS	266,432	266,432	8,956.72	58,461.09	53,742.80	207,970.91	78.06
BALL PARKS	124,662	124,662	3,450.84	25,416.01	25,153.89	99,245.99	79.61
POOL	91,574	91,574	109.00	2,400.54	2,246.71	89,173.46	97.38
AIRPORT	144,203	144,203	12,686.95	49,260.21	41,685.80	94,942.79	65.84
UNEMPLOYMENT	25,000	25,000	11,918.00	19,130.00	0.00	5,870.00	23.48
UNCOLLECTABLE TAX	65,500	65,500	932.79	1,322.29	2,005.78	64,177.71	97.98
SENIOR CENTER	355,212	355,212	27,756.42	110,064.85	118,011.45	245,147.15	69.01
PUBLIC TRANSPORTATION	144,449	144,449	9,047.29	43,177.32	47,332.29	101,271.68	70.11
HEALTH OPERATING	527,400	527,400	43,950.00	175,800.00	175,800.00	351,600.00	66.67
RESERVES/CO TREASURER BAL	<u>896,656</u>	<u>896,656</u>	<u>3,333.00</u>	<u>14,137.21</u>	<u>672.64</u>	<u>882,518.79</u>	<u>98.42</u>
TOTAL EXPENDITURES	<u>8,380,834</u>	<u>8,380,834</u>	<u>507,292.75</u>	<u>2,148,091.48</u>	<u>2,042,057.48</u>	<u>6,232,742.52</u>	<u>74.37</u>
REVENUES OVER/(UNDER) EXPENDITURES	54,610	54,610	(105,485.22)	(448,391.86)	(277,604.15)	503,001.86	921.08

CITY OF MCCOOK  
 STATEMENT OF REVENUES - BUDGET VS. ACTUAL  
 AS OF: JANUARY 31ST, 2016

20 -SPECIAL REVENUE  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
<b>REVENUE SUMMARY</b>							
FAA GRANTS	750,000	750,000	0.00	0.00	0.00	750,000.00	100.00
INTERCITY BUS GRANT 1994	0	0	0.00	0.00	0.00	0.00	0.00
ACE REVENUE SHARING	31,701	31,701	19.00	78.00	63.00	31,623.00	99.75
MCCOOK RECREATIONAL TRAIL	50,539	50,539	31.00	127.00	81,891.92	50,412.00	99.75
CDBG BOOE PUBLIC WORKS	758,958	758,958	0.00	0.00	0.00	758,958.00	100.00
ENHANCED E911	252,428	252,428	6,597.71	15,503.98	15,596.64	236,924.02	93.86
SECURE OUR SCHOOLS GRANT	0	0	0.00	0.00	0.00	0.00	0.00
INSURANCE REIMBURSEMENT	526,510	526,510	332.00	1,394.00	4,407.68	525,116.00	99.74
NSP GRANT	0	0	0.00	0.00	0.00	0.00	0.00
PSAP FUNDS	162,511	162,511	0.00	19,061.72	19,099.68	143,449.28	88.27
MUNICIPAL FACILITY CONST	43,635	43,635	0.00	0.00	0.00	43,635.00	100.00
FOX THEATRE RESTORE-CDBG	0	0	0.00	0.00	0.00	0.00	0.00
ENERGY GRANTS	0	0	0.00	0.00	0.00	0.00	0.00
DOWNTOWN REVITAL - CDBG	470,694	470,694	0.00	0.00	0.00	470,694.00	100.00
SKATE PARK IMPROVEMENTS	115,251	115,251	2,000.00	90,555.00	0.00	24,696.00	21.43
AUD/CONVEN CTR FEASIBILI	0	0	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUES</b>	<b>3,162,227</b>	<b>3,162,227</b>	<b>8,979.71</b>	<b>126,719.70</b>	<b>121,058.92</b>	<b>3,035,507.30</b>	<b>95.99</b>

	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
FAA GRANTS	750,000	750,000	0.00	0.00	0.00	750,000.00	100.00
INTERCITY BUS GRANT 1994	0	0	0.00	0.00	0.00	0.00	0.00
ACE REVENUE SHARING	31,701	31,701	0.00	0.00	0.00	31,701.00	100.00
MCCOOK RECREATIONAL TRAIL	50,539	50,539	0.00	0.00	20,981.65	50,539.00	100.00
CDBG BOOE PUBLIC WORKS	758,958	758,958	0.00	0.00	900.00	758,958.00	100.00
ENHANCED E911	252,428	252,428	651.04	11,014.45	8,398.17	241,413.55	95.64
SECURE OUR SCHOOLS GRANT	0	0	0.00	0.00	0.00	0.00	0.00
INSURANCE REIMBURSEMENT	526,510	526,510	0.00	11,721.97	34,442.08	514,788.03	97.77
NSP GRANT	0	0	0.00	0.00	0.00	0.00	0.00
PSAP FUNDS	162,511	162,511	1,321.87	8,525.20	6,713.07	153,985.80	94.75
MUNICIPAL FACILITY CONST	43,635	43,635	0.00	0.00	8,515.03	43,635.00	100.00
FOX THEATRE RESTORE-CDBG	0	0	0.00	0.00	0.00	0.00	0.00
ENERGY GRANTS	0	0	0.00	0.01	0.00	0.01	0.00
DOWNTOWN REVITAL - CDBG	470,694	470,694	0.00	990.00	5,850.00	469,704.00	99.79
SKATE PARK IMPROVEMENTS	115,251	115,251	0.00	130,137.63	0.00	14,886.63	12.92
AUD/CONVEN CTR FEASIBILI	0	0	0.00	0.00	0.00	0.00	0.00
<b>TOTAL EXPENDITURES</b>	<b>3,162,227</b>	<b>3,162,227</b>	<b>1,972.91</b>	<b>162,389.24</b>	<b>85,800.00</b>	<b>2,999,837.76</b>	<b>94.86</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>7,006.80</b>	<b>( 35,669.54)</b>	<b>35,258.92</b>	<b>35,669.54</b>	<b>0.00</b>

CITY OF MCCOOK  
 STATEMENT OF REVENUES - BUDGET VS. ACTUAL  
 AS OF: JANUARY 31ST, 2016

30 -DEBT SERVICE  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
<u>REVENUE SUMMARY</u>							
GENERAL OBLIGATION	15,530	15,530	0.00	0.00	0.00	15,530.00	100.00
RESERVES/CO TREAS BALANCE	0	0	0.00	0.00	0.00	0.00	0.00
AIRBASE JUDGEMENT	483	483	0.00	0.00	0.00	483.00	100.00
SPECIAL ASSESSMENTS	358,873	358,873	216.00	896.00	1,765.29	357,977.00	99.75
BOND RESERVE	<u>62,219</u>	<u>62,219</u>	<u>37.00</u>	<u>155.00</u>	<u>163.00</u>	<u>62,064.00</u>	<u>99.75</u>
TOTAL REVENUES	437,105	437,105	253.00	1,051.00	1,928.29	436,054.00	99.76
=====							
	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
GENERAL OBLIGATION	15,530	15,530	0.00	0.00	0.00	15,530.00	100.00
RESERVES/CO TREAS BALANCE	0	0	0.00	0.00	0.00	0.00	0.00
AIRBASE JUDGEMENT	483	483	0.00	0.00	0.00	483.00	100.00
SPECIAL ASSESSMENTS	358,873	358,873	0.00	0.00	0.00	358,873.00	100.00
BOND RESERVE	<u>62,219</u>	<u>62,219</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>62,219.00</u>	<u>100.00</u>
TOTAL EXPENDITURES	437,105	437,105	0.00	0.00	0.00	437,105.00	100.00
=====							
REVENUES OVER/(UNDER) EXPENDITURES	0	0	253.00	1,051.00	1,928.29 (	1,051.00)	0.00

CITY OF MCCOOK  
 STATEMENT OF REVENUES - BUDGET VS. ACTUAL  
 AS OF: JANUARY 31ST, 2016

40 -COMMUNITY DEVELOPMENT  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
<b>REVENUE SUMMARY</b>							
RETRO DEVELOPMENT PROJECT	0	0	0.00	0.00	0.00	0.00	0.00
VALMONT PROJECT	0	0	0.00	0.00	0.00	0.00	0.00
SITEL PROJECT	0	0	0.00	0.00	0.00	0.00	0.00
KEYSTONE BUS CENTER PROJ	31,000	31,000	0.00	0.00	0.00	31,000.00	100.00
CITY INVESTMENTS	62,219	62,219	37.67	160.20	160.00	62,058.80	99.74
NORTH POINTE	0	0	0.00	0.00	0.00	0.00	0.00
CLARY VILLAGE LLC	0	0	0.00	0.00	0.00	0.00	0.00
MCCOOK HOTEL GROUP	0	0	0.00	335,000.00	0.00	( 335,000.00)	0.00
<b>TOTAL REVENUES</b>	<b>93,219</b>	<b>93,219</b>	<b>37.67</b>	<b>335,160.20</b>	<b>160.00</b>	<b>( 241,941.20)</b>	<b>259.54-</b>
	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
RETRO DEVELOPMENT PROJECT	0	0	0.00	0.00	0.00	0.00	0.00
VALMONT PROJECT	0	0	0.00	0.00	0.00	0.00	0.00
KEYSTONE BUS CENTER PROJ	31,000	31,000	0.00	0.00	0.00	31,000.00	100.00
CITY INVESTMENTS	62,219	62,219	0.00	0.00	0.00	62,219.00	100.00
NORTH POINTE	0	0	0.00	98,651.06	0.00	( 98,651.06)	0.00
CLARY VILLAGE LLC	0	0	0.00	59,675.00	0.00	( 59,675.00)	0.00
MCCOOK HOTEL GROUP	0	0	0.00	335,000.00	0.00	( 335,000.00)	0.00
<b>TOTAL EXPENDITURES</b>	<b>93,219</b>	<b>93,219</b>	<b>0.00</b>	<b>493,326.06</b>	<b>0.00</b>	<b>( 400,107.06)</b>	<b>429.21-</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>37.67</b>	<b>( 158,165.86)</b>	<b>160.00</b>	<b>158,165.86</b>	<b>0.00</b>

CITY OF MCCOOK  
 STATEMENT OF REVENUES - BUDGET VS. ACTUAL  
 AS OF: JANUARY 31ST, 2016

45 -ECONOMIC DEVELOPMENT FUND  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
<b>REVENUE SUMMARY</b>							
ECONOMIC DEVELOPMENT FUN	671,521	671,521	31,523.04	148,548.06	164,095.69	522,972.94	77.88
KEYSTONE BOND	0	0	0.00	0.00	0.00	0.00	0.00
KEYSTONE BOND RESERVE	112,000	112,000	0.00	0.00	0.00	112,000.00	100.00
KEYSTONE BOND REDEMPTION	<u>135,120</u>	<u>135,120</u>	<u>11,260.00</u>	<u>45,039.00</u>	<u>46,419.00</u>	<u>90,081.00</u>	<u>66.67</u>
TOTAL REVENUES	<u>918,641</u>	<u>918,641</u>	<u>42,783.04</u>	<u>193,587.06</u>	<u>210,514.69</u>	<u>725,053.94</u>	<u>78.93</u>
	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
ECONOMIC DEVELOPMENT FUN	671,521	671,521	25,521.05	105,633.20	88,803.00	565,887.80	84.27
KEYSTONE BOND	0	0	0.00	0.00	0.00	0.00	0.00
KEYSTONE BOND RESERVE	112,000	112,000	0.00	0.00	0.00	112,000.00	100.00
KEYSTONE BOND REDEMPTION	<u>135,120</u>	<u>135,120</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>135,120.00</u>	<u>100.00</u>
TOTAL EXPENDITURES	<u>918,641</u>	<u>918,641</u>	<u>25,521.05</u>	<u>105,633.20</u>	<u>88,803.00</u>	<u>813,007.80</u>	<u>88.50</u>
REVENUES OVER/(UNDER) EXPENDITURES	0	0	17,261.99	87,953.86	121,711.69 (	87,953.86)	0.00

CITY OF McCOOK  
 STATEMENT OF REVENUES - BUDGET VS. ACTUAL  
 AS OF: JANUARY 31ST, 2016

60 -AGENCY FUND  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
<b>REVENUE SUMMARY</b>							
PERPETUAL CARE	121,630	121,630	822.00	1,050.00	1,349.00	120,580.00	99.14
SENIOR CENTER CONTRIBUTIO	46,138	46,138	91.00	460.00	4,254.00	45,678.00	99.00
SCHOOL	8,700	8,700	65.00	710.00	910.00	7,990.00	91.84
FIRE CONTRIBUTIONS	5,011	5,011	0.00	0.00	1,436.00	5,011.00	100.00
LIBRARY MEMORIAL	19,181	19,181	100.00	5,325.19	3,053.56	13,855.81	72.24
VON REISEN LIBRARY TRUST	0	0	0.00	0.00	0.00	0.00	0.00
COMMUNITY BETTERMENT	163,532	163,532	10,881.21	40,010.97	45,934.75	123,521.03	75.53
POLICE/DARE CONTRIBUTIONS	6,230	6,230	0.00	150.93	475.00	6,079.07	97.58
PUBLIC WORKS CONTRIBUTION	10,676	10,676	0.00	0.00	0.00	10,676.00	100.00
AMBULANCE CONTRIBUTIONS	3,250	3,250	0.00	180.00	0.00	3,070.00	94.46
MAIN STREET IMPROVEMENTS	0	0	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUES</b>	<b>384,348</b>	<b>384,348</b>	<b>11,959.21</b>	<b>47,887.09</b>	<b>57,412.31</b>	<b>336,460.91</b>	<b>87.54</b>
	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
PERPETUAL CARE	121,630	121,630	0.00	0.00	0.00	121,630.00	100.00
SENIOR CENTER CONTRIBUTIO	46,138	46,138	0.00	0.00	210.77	46,138.00	100.00
SCHOOL	8,700	8,700	455.00	645.00	870.00	8,055.00	92.59
FIRE CONTRIBUTIONS	5,011	5,011	0.00	1,200.00	0.00	3,811.00	76.05
LIBRARY MEMORIAL	19,181	19,181	0.00	5,015.19	4,384.15	14,165.81	73.85
VON REISEN LIBRARY TRUST	0	0	0.00	0.00	0.00	0.00	0.00
COMMUNITY BETTERMENT	163,532	163,532	9,250.00	44,358.00	69,844.48	119,174.00	72.88
POLICE/DARE CONTRIBUTIONS	6,230	6,230	0.00	110.00	110.00	6,120.00	98.23
PUBLIC WORKS CONTRIBUTION	10,676	10,676	0.00	0.00	0.00	10,676.00	100.00
AMBULANCE CONTRIBUTIONS	3,250	3,250	0.00	0.00	0.00	3,250.00	100.00
MAIN STREET IMPROVEMENTS	0	0	0.00	0.00	1,300.16	0.00	0.00
<b>TOTAL EXPENDITURES</b>	<b>384,348</b>	<b>384,348</b>	<b>9,705.00</b>	<b>51,328.19</b>	<b>76,298.02</b>	<b>333,019.81</b>	<b>86.65</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>2,254.21</b>	<b>( 3,441.10)</b>	<b>( 18,885.71)</b>	<b>3,441.10</b>	<b>0.00</b>

CITY OF McCOOK  
 STATEMENT OF REVENUES - BUDGET VS. ACTUAL  
 AS OF: JANUARY 31ST, 2016

65 -INTERNAL SERVICE FUND  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
<u>REVENUE SUMMARY</u>							
FLEX DEPENDENT CARE	31,200	31,200	688.44	4,026.74	4,474.59	27,173.26	87.09
FLEX - MEDICAL	65,000	65,000	2,755.42	18,496.97	12,727.13	46,503.03	71.54
SELF INSURED HEALTH INSUR	<u>1,885,519</u>	<u>1,885,519</u>	<u>180,402.23</u>	<u>772,876.36</u>	<u>582,691.00</u>	<u>1,112,642.64</u>	<u>59.01</u>
TOTAL REVENUES	<u>1,981,719</u>	<u>1,981,719</u>	<u>183,846.09</u>	<u>795,400.07</u>	<u>599,892.72</u>	<u>1,186,318.93</u>	<u>59.86</u>
	=====	=====	=====	=====	=====	=====	=====
	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
FLEX DEPENDENT CARE	31,200	31,200	1,130.20	4,268.50	5,387.99	26,931.50	86.32
FLEX - MEDICAL	65,000	65,000	3,300.96	8,786.91	3,928.32	56,213.09	86.48
SELF INSURED HEALTH INSUR	<u>1,885,519</u>	<u>1,885,519</u>	<u>154,912.41</u>	<u>687,581.46</u>	<u>541,165.12</u>	<u>1,197,937.54</u>	<u>63.53</u>
TOTAL EXPENDITURES	<u>1,981,719</u>	<u>1,981,719</u>	<u>159,343.57</u>	<u>700,636.87</u>	<u>550,481.43</u>	<u>1,281,082.13</u>	<u>64.64</u>
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0	0	24,502.52	94,763.20	49,411.29 (	94,763.20)	0.00

CITY OF MCCOOK  
STATEMENT OF REVENUES - BUDGET VS. ACTUAL  
AS OF: JANUARY 31ST, 2016

70 -ENTERPRISE FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
<b>REVENUE SUMMARY</b>							
SOLID WASTE-LANDFILL POST	0	0	0.00	0.00	0.00	0.00	0.00
SOLID WASTE - RECYCLING	94,600	94,600	8,528.60	28,262.35	33,223.06	66,337.65	70.12
SOLID WASTE - COLLECTION	791,324	791,324	59,141.84	242,741.40	244,144.49	548,582.60	69.32
SOLID WASTE - TRANSFER ST LANDFILL RESERVE	1,007,784	1,007,784	66,902.47	299,729.11	350,648.12	708,054.89	70.26
SOLID WASTE - DISPOSAL	461,129	461,129	4,005.00	16,046.00	15,963.00	445,083.00	96.52
SOLID WASTE - DISPOSAL	277,176	277,176	12,420.31	68,504.04	82,184.72	208,671.96	75.29
WATER MAINTENANCE & OPERA	4,573,211	4,573,211	125,223.51	747,939.22	704,639.20	3,825,271.78	83.65
WATER BOND & INTEREST RED	2,240,373	2,240,373	43,570.00	230,009.00	186,358.00	2,010,364.00	89.73
WATER CAPITAL - REPLACEME	1,703,680	1,703,680	21,151.00	84,697.00	84,393.00	1,618,983.00	95.03
WATER CAPITAL - DEVELOPME	0	0	0.00	0.00	0.00	0.00	0.00
WATER QUALITY SOLUTION	161,370	161,370	104.08	433.70	455.41	160,936.30	99.73
SEWER MAINTENANCE & OPERA	1,966,743	1,966,743	115,357.11	450,677.68	466,092.29	1,516,065.32	77.09
SEWER BOND & INTEREST RES	36,772	36,772	22.00	20,059.48	20,206.20	16,712.52	45.45
SEWER CAPITAL - REPLACEME	1,010,734	1,010,734	37,002.00	148,328.00	157,517.00	862,406.00	85.32
SEWER CAPITAL - DEVELOPME	1,279	1,279	1.00	4.00	4.00	1,275.00	99.69
SEWER - PHASE III AMMONIA	10,675	10,675	0.00	0.00	0.00	10,675.00	100.00
ELECTRIC UTILITY	<u>1,325,000</u>	<u>1,325,000</u>	<u>0.00</u>	<u>426,335.90</u>	<u>426,944.13</u>	<u>898,664.10</u>	<u>67.82</u>
<b>TOTAL REVENUES</b>	<u>15,661,850</u>	<u>15,661,850</u>	<u>493,428.92</u>	<u>2,763,766.88</u>	<u>2,772,772.62</u>	<u>12,898,083.12</u>	<u>82.35</u>
	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
SOLID WASTE-LANDFILL POST	16,550	16,550	0.00	5,213.25	2,686.46	11,336.75	68.50
SOLID WASTE - RECYCLING	103,107	103,107	6,246.27	30,099.07	28,597.86	73,007.93	70.81
SOLID WASTE - COLLECTION	791,324	791,324	51,658.66	233,784.06	265,257.01	557,539.94	70.46
SOLID WASTE - TRANSFER ST LANDFILL RESERVE	982,727	982,727	58,668.73	312,083.85	382,806.29	670,643.15	68.24
SOLID WASTE - DISPOSAL	461,129	461,129	0.00	0.00	0.00	461,129.00	100.00
SOLID WASTE - DISPOSAL	277,176	277,176	12,420.31	68,504.04	82,257.62	208,671.96	75.29
WATER MAINTENANCE & OPERA	4,573,211	4,573,211	144,270.30	654,546.62	658,549.05	3,918,664.38	85.69
WATER BOND & INTEREST RED	2,240,373	2,240,373	0.00	303,452.01	291,266.40	1,936,920.99	86.46
WATER BOND & INTEREST RES	0	0	0.00	0.00	0.00	0.00	0.00
WATER CAPITAL - REPLACEME	1,703,680	1,703,680	58,722.50	67,157.82	8,454.69	1,636,522.18	96.06
WATER CAPITAL - DEVELOPME	0	0	0.00	0.00	0.00	0.00	0.00
WATER QUALITY SOLUTION	161,370	161,370	0.00	0.00	735.21	161,370.00	100.00
SEWER MAINTENANCE & OPERA	1,966,743	1,966,743	95,798.11	422,777.44	432,202.41	1,543,965.56	78.50
SEWER BOND & INTEREST RES	36,772	36,772	0.00	0.00	0.00	36,772.00	100.00
SEWER CAPITAL - REPLACEME	1,010,734	1,010,734	0.00	336,807.14	198,978.82	673,926.86	66.68
SEWER CAPITAL - DEVELOPME	1,279	1,279	0.00	0.00	0.00	1,279.00	100.00
SEWER - PHASE III AMMONIA	10,675	10,675	0.00	0.00	0.00	10,675.00	100.00
ELECTRIC UTILITY	<u>1,325,000</u>	<u>1,325,000</u>	<u>31,250.00</u>	<u>457,585.90</u>	<u>520,694.13</u>	<u>867,414.10</u>	<u>65.47</u>
<b>TOTAL EXPENDITURES</b>	<u>15,661,850</u>	<u>15,661,850</u>	<u>459,034.88</u>	<u>2,892,011.20</u>	<u>2,872,485.95</u>	<u>12,769,838.80</u>	<u>81.53</u>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	0	0	34,394.04	( 128,244.32)	( 99,713.33)	128,244.32	0.00

CITY OF MCCOOK  
 STATEMENT OF REVENUES - BUDGET VS. ACTUAL  
 AS OF: JANUARY 31ST, 2016

80 -CAPITAL IMPROVEMENTS FUND  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
<u>REVENUE SUMMARY</u>							
CAPITAL IMPROVEMENTS #2	0	0	0.00	0.00	0.00	0.00	0.00
CAPITAL IMPROVE #2 RES	0	0	0.00	0.00	0.00	0.00	0.00
CAPITAL IMPROVEMENTS #3	736,667	736,667	59,815.34	252,802.37	256,868.57	483,864.63	65.68
CAPITAL IMPROVE #3 RES	334,805	334,805	325.00	1,112.00	1,665.00	333,693.00	99.67
CAPITAL IMPROVE 1/2%	368,333	368,333	29,907.67	126,401.19	148,197.23	241,931.81	65.68
CAPITAL IMPROVE 1/2% RES	<u>768,345</u>	<u>768,345</u>	<u>500.00</u>	<u>1,987.00</u>	<u>1,395.00</u>	<u>766,358.00</u>	<u>99.74</u>
TOTAL REVENUES	2,208,150	2,208,150	90,548.01	382,302.56	408,125.80	1,825,847.44	82.69
<hr/>							
	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
CAPITAL IMPROVEMENTS #2	0	0	0.00	0.00	0.00	0.00	0.00
CAPITAL IMPROVE #2 RES	0	0	0.00	0.00	0.00	0.00	0.00
CAPITAL IMPROVEMENTS #3	736,667	736,667	0.00	0.00	0.00	736,667.00	100.00
CAPITAL IMPROVE #3 RES	735,878	735,878	0.00	0.00	387,340.83	735,878.00	100.00
CAPITAL IMPROVE 1/2%	581,183	581,183	0.00	30,498.50	2,897.81	550,684.50	94.75
CAPITAL IMPROVE 1/2% RES	<u>154,422</u>	<u>154,422</u>	<u>0.00</u>	<u>0.00</u>	<u>93,894.75</u>	<u>154,422.00</u>	<u>100.00</u>
TOTAL EXPENDITURES	2,208,150	2,208,150	0.00	30,498.50	484,133.39	2,177,651.50	98.62
<hr/>							
REVENUES OVER/(UNDER) EXPENDITURES	0	0	90,548.01	351,804.06 (	76,007.59)(	351,804.06)	0.00

**CITY MANAGER'S REPORT  
MARCH 7, 2016 CITY COUNCIL MEETING**

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**ITEM:**         **4E**

**RECOMMENDATION:**

Receive and file the minutes of the January 13, 2016 Library Advisory Board meeting.

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**BACKGROUND:**

Receive minutes from the various board and commission meetings.

**FISCAL**

**IMPACT:**     None.

**RECOMMENDATION:**

Receive and file the minutes of the January 13, 2016 Library Advisory Board meeting.

**APPROVALS:**



\_\_\_\_\_  
Lea Ann Doak, City Clerk

March 2, 2016

## McCook Public Library Advisory Board Meeting Minutes January 13, 2016 at 4:00 PM CDT

A copy of the Open Meetings Act is posted by the white board on the west wall of the meeting room in the library basement.

1. **Call to order / attendance:** Steve Batty called the meeting to order with Mary Dueland, Jody Crocker, Nancy Buresh, and Pam Wolford in attendance.
2. **Opportunity for Comments from the Public:** No patrons were in attendance; thus, no public comment.
3. **Read and Approve November, 2015 meeting minutes:** A motion was made by Pam Wolford to accept the November minutes as read with a second by Nancy Buresh. They were accepted 4-0.
4. **Open discussion from board members on items not on the agenda:** Pam Wolford shared that she has been stopped by several patrons and parents who shared praise and positive comments for children's librarian Diane Lyons and the story hour she provides.
5. **Director's Report and update on upcoming activities:** Jody reported that she has completed the annual public survey required by the Nebraska Library Commission. The CPLS Board Meeting will be held in Loup City on January 25. She will attend. She has also been asked to demonstrate the "Make and Take" projects she has completed for summer reading. This year's theme is "On your mark, get set, read!" She will be presenting to 80-100 librarians at Grand Island and North Platte. GI will be the end of January and NP the end of March. She is in the process of weeding books in preparation for the new electronic card catalog. The computer usage is up and she has been receiving more requests from groups who would like to use the basement for meetings.
6. **Unfinished Business:** (A) Jody updated us on the library meeting room usage policy. It was suggested that we leave the policy as is without adding a usage fee. Groups requesting to use the library will be allowed to use the meeting room as long as they do not abuse the food policies or leave a mess. Groups should be non-profit and not activities such as graduation receptions or parties.  
  
(B) Jody updated us on the progress of the Pioneer Grant. This is money awarded by the Library Commission for improvements in software. Our current Follett system is out date and not usable with our new computers; thus, we are going to be implementing the Pioneer Internet-based software for circulation of our books. It costs .15 per book to enter it into the system. The grant pays 75% of the cost and we would be responsible for 25% of the cost. The new system has tech support. Jody should hear about the grant by February 4.  
  
(C) Mary Dueland reported 30-35 volunteers on her list of tutors for the Afterschool Reading and Math tutoring program. This program is on Wednesdays of early dismissal days. The targeted audience is 4 and 5<sup>th</sup> graders from Central. Mary has found curriculum to use which helps recommended students meet benchmarks through homework help and games which focus reading, reading fluency, and math facts. The ideal ratio is 1 tutor to 3 students. They are seeing an average of 21 students with three new recommendations after the holidays.

7. **New Business:** Jody shared that both Traci and she have new grandbabies since our last meeting.
8. **Set date for next board meeting:** The next meeting will be February 10 at 4 PM.
9. **Meeting adjournment:** The meeting was adjourned at 4:28 PM

Secretary: Pamela L. Wolford  
Pamela L. Wolford

**CITY MANAGER'S REPORT  
MARCH 7, 2016 CITY COUNCIL MEETING**

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**ITEM:**            **4F**    

Receive and file claim for damages from Rebecca Stevens and instruct that it be submitted to the City's insurance carrier for review and appropriate action.

---

**BACKGROUND:**

Attached to this report you will find the Notice of Claim received from Rebecca Stevens.

This matter is being placed on the agenda for the Council to receive and file and forward to the insurance carrier for disposition.

**FISCAL  
IMPACT:**    None.

**RECOMMENDATION:**

Receive and file claim for damages from Rebecca Stevens and instruct that it be submitted to the City's insurance carrier for review and appropriate action.

**APPROVALS:**

  
\_\_\_\_\_  
Lea Ann Doak, City Clerk

March 3, 2016

  
\_\_\_\_\_  
Nathan A. Schneider, City Manager

March 3, 2016

## PROPERTY CLAIM REPORT FORM

Insured Information	
Insured's Name City of McCook	Contact Person Lori Schmidt
Telephone 308.345.2022 x224	Fax 308-345-1461
Address 505 West C Street McCook, NE 69001	
Loss Information	
Date of Loss Feb 15	Location of Loss 516 West 3 <sup>rd</sup>
Description of Loss and Damage I was coming out of a lady's place that I help with, and stepped off the curb, and found a pot <del>note about</del> missing offault top.  and I am still not healed up.	
Estimated Loss/Damage Amount \$16,000	
Police Department/Fire Department	Case Number
In Cases Where Damage is Caused by a Known Party, Please Provide:	
Name of Responsible Party	Telephone
Address	
Insurance Information	
Agent's Name/Telephone	

**Completed Forms Should Be Mailed/Faxed/Telephoned/Emailed To:**

Wells Fargo Insurance Services USA, Inc.  
 Attn: Claims Department/Jill Hiben  
 4300 MarketPointe Drive, Suite 600  
 Bloomington, MN 55435  
 Telephone: 952.830.3011  
 Fax Line: 855.280.4307  
 Email: jill.m.hiben@wellsfargo.com

## Description of Loss

I, Rebecca Stevens was helping one of my ladies that I help. And I was coming out a ~~to~~ her house and I stepped off the curb and onto the street, and ~~next~~ next thing I know, I am on my knees. And I am crying my eyes out, cause it hurt so bad.

Then I finally got to my car and when I was getting in I had to take a breath, then I was able to drive home.

But there was a missing piece of assault.

## Date of loss

Feb. 15, 2016 to today's date 26 of Feb. 2016.

I am not still healed up yet, and don't know how long I will be out of work for.

## Nate Schneider

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**From:** CenturyLink Customer  
**Sent:** Tuesday, March 01, 2016 9:24 PM  
**To:** nschneider@cityofmccook.com  
**Subject:** pictures  
**Attachments:** 2016-02-17 19.55.58.jpg; 2016-02-17 19.56.21.jpg; 2016-02-28 09.08.32\_McCook\_Nebraska\_US.jpg; 2016-02-28 09.08.49\_McCook\_Nebraska\_US.jpg; 2016-02-28 09.11.25\_McCook\_Nebraska\_US.jpg

here is alot of my pictures of my knee

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**From:** "City of McCook Administrator" <[admin@cityofmccook.com](mailto:admin@cityofmccook.com)>  
**To:** "Nate Schneider" <[nschneider@cityofmccook.com](mailto:nschneider@cityofmccook.com)>  
**Cc:** [moomoo33@q.com](mailto:moomoo33@q.com)  
**Sent:** Tuesday, March 1, 2016 2:52:36 PM  
**Subject:** Re: Forwarding

Rebecca:

Send your photos to [admin@cityofmccook.com](mailto:admin@cityofmccook.com). Thank you,

Lori Schmidt  
Deputy City Clerk

On Tue, Mar 1, 2016 at 2:10 PM, Nate Schneider <[nschneider@cityofmccook.com](mailto:nschneider@cityofmccook.com)> wrote:

Forwarding email address.

## Nate Schneider

*City Manager*

CITY OF MCCOOK

505 West C St.

P.O. Box 1059

McCook, NE 69001

Ph: [308-345-2022](tel:308-345-2022)

Fx: [308-345-1461](tel:308-345-1461)

[nschneider@cityofmccook.com](mailto:nschneider@cityofmccook.com)



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No virus found in this message.

Checked by AVG - [www.avg.com](http://www.avg.com)

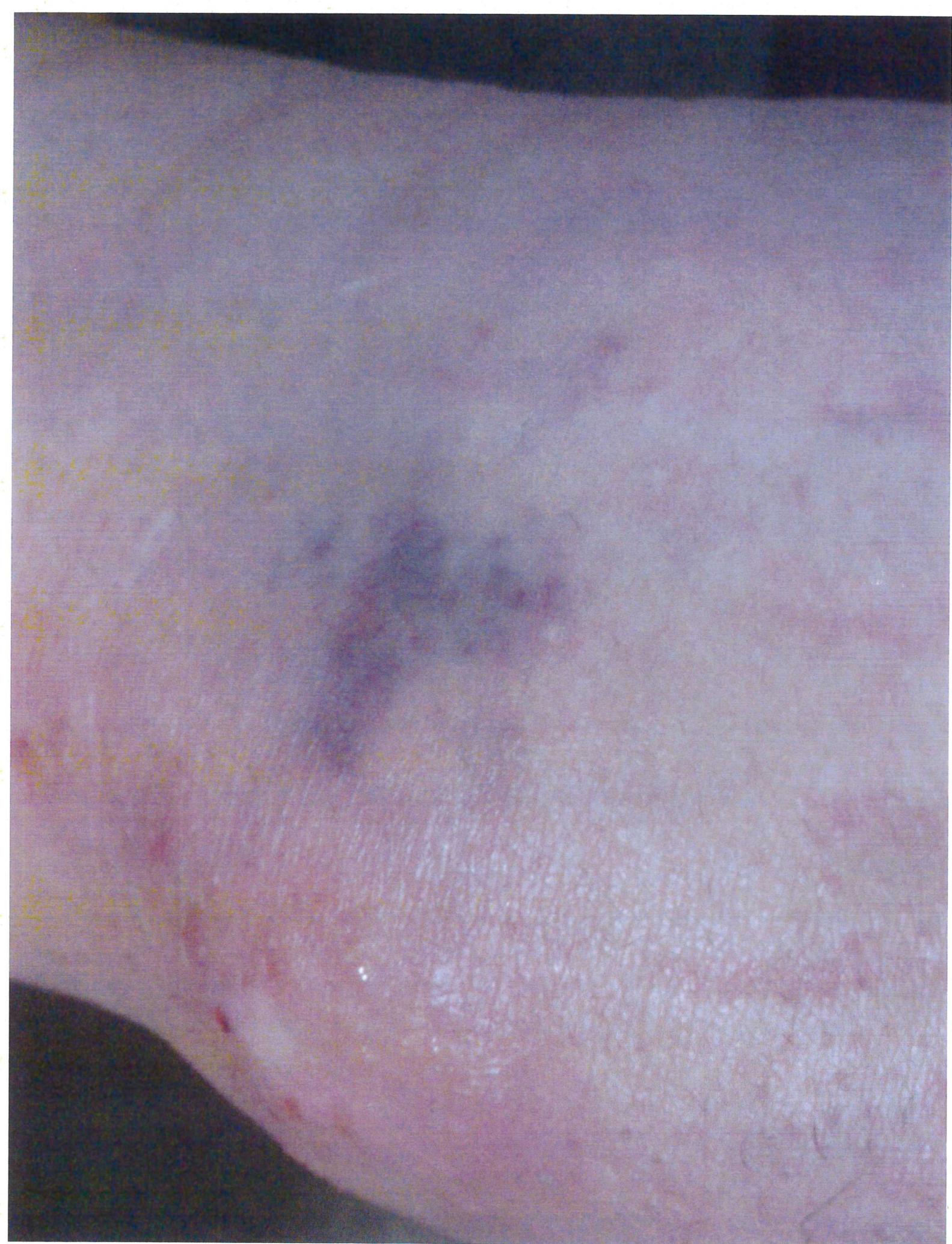
Version: 2015.0.6189 / Virus Database: 4522/11604 - Release Date: 02/11/16

Internal Virus Database is out of date.











**CITY MANAGER'S REPORT  
MARCH 7, 2016 CITY COUNCIL MEETING**

**ITEM: 5A** Receive and file a presentation from McCook Fire Chief Marc Harpham providing an update regarding the McCook Fire Department.

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**BACKGROUND:**

McCook Fire Chief Marc Harpham will provide a fiscal mid-year update of the McCook Fire Department.

**FISCAL IMPACT:**

None.

**RECOMMENDATIONS:**

Receive and file a presentation from McCook Fire Chief Marc Harpham providing an update regarding the McCook Fire Department.

  
\_\_\_\_\_  
Lea Ann Doak, City Clerk

March 1, 2015

  
\_\_\_\_\_  
Nathan A. Schneider, City Manager

March 1, 2015