

# MINUTE RECORD

A-2

No. 729 — REDFIELD & COMPANY, INC. OMAHA E1310556LD

## LA VISTA CITY COUNCIL MEETING October 3, 2017

A meeting of the City Council of the City of La Vista, Nebraska was convened in open and public session at 7:00 p.m. on October 3, 2017. Present were Councilmembers: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale and Sell. Also in attendance were City Attorney McKeon, City Administrator Gunn, Assistant City Administrator Ramirez, City Clerk Buethe, Police Chief Lausten, Director of Public Works Soucie, City Engineer Kottmann, Director of Administrative Services Pokorny, Community Development Director Birch, Finance Director Miserez, Recreation Director Stopak and Library Director Barcal.

A notice of the meeting was given in advance thereof by publication in the Times on September 20, 2017. Notice was simultaneously given to the Mayor and all members of the City Council and a copy of the acknowledgment of the receipt of notice attached to the minutes. Availability of the agenda was communicated to the Mayor and City Council in the advance notice of the meeting. All proceedings shown were taken while the convened meeting was open to the attendance of the public. Further, all subjects included in said proceedings were contained in the agenda for said meeting which is kept continuously current and available for public inspection at City Hall during normal business hours.

Mayor Kindig called the meeting to order, led the audience in the Pledge of Allegiance, and made the announcements.

### APPOINTMENT – GREG STACHON – BOARD OF ADJUSTMENT – FILL VACANCY

Mayor Kindig stated, with the approval of the City Council, he would like to appoint Greg Stachon to the Board of Adjustment to fill the vacancy.

Councilmember Thomas motioned the approval, seconded by Councilmember Quick. Councilmembers voting aye: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Abstain: None. Absent: None. Motion carried.

### A. CONSENT AGENDA

1. APPROVAL OF THE AGENDA AS PRESENTED
2. APPROVAL OF THE MINUTES OF THE SEPTEMBER 19, 2017 CITY COUNCIL  
MEETING
3. REQUEST FOR PAYMENT – DLR GROUP – PROFESSIONAL SERVICES –  
LA VISTA CITY CENTRE PARKING FACILITY - \$64,438.88
4. REQUEST FOR PAYMENT – YANO'S NURSERY – THOMPSON CREEK  
MAINTENANCE - \$5,000.00
5. REQUEST FOR PAYMENT – LAMP RYNEARSON & ASSOCIATES –  
PROFESSIONAL SERVICES – NEBRASKA MULTISPORTS COMPLEX -  
\$9,981.54
6. REQUEST FOR PAYMENT - OLSSON ASSOCIATES – PROFESSIONAL  
SERVICES – 96<sup>TH</sup> & BRENTWOOD TRAFFIC SIGNAL - \$1,880.36
7. REQUEST FOR PAYMENT – OMAHA PUBLIC POWER DISTRICT –  
RELOCATION SERVICES – LA VISTA CITY CENTER - \$168,767.04
8. REQUEST FOR PAYMENT – UPSTREAM WEEDS – PROFESSIONAL  
SERVICES – STORMWATER OUTREACH - \$825.00
9. REQUEST FOR PAYMENT - UPSTREAM WEEDS – PROFESSIONAL  
SERVICES – STORMWATER OUTREACH - \$825.00
10. REQUEST FOR PAYMENT – PAPIO-MISSOURI RIVER NATURAL  
RESOURCES DISTRICT – PROFESSIONAL SERVICES – HELL CREEK  
GRADE CONTROL STABILIZATION - \$1,000.62
11. APPROVE CHANGE IN DATE AND START TIME OF CITY COUNCIL  
MEETING FROM NOVEMBER 7, 2017 AT 7:00 P.M. TO NOVEMBER 8, 2017  
AT 6:00 P.M.
12. APPROVAL OF CLAIMS

A & C TREES, Services	710.00
AA WHEEL & TRUCK, maint.	471.89
ARCOSANTI INC, refund	30.00
A-RELIEF, services	84.00

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ASPHALT & CONCRETE MATERIALS, maint.	142.55
AWARDS PLUS, apparel	168.00
BARCAL, R., travel	122.46
BAUER BUILT TIRE, maint.	2,096.56
BAXTER FORD 144TH & I-80, maint.	418.66
BIBLIOTHECA LLC, services	4,568.75
BISHOP BUSINESS EQUIPMENT, services	1,561.28
BLACK HILLS ENERGY, utilities	1,841.68
BLADE MASTERS GROUNDS MNTNC, services	129,085.05
BUETHE, P., travel	205.47
CENTER POINT PUBLISHING, books	340.35
CENTURY LINK, phones	284.34
CENTURY LINK BUSN SVCS, phones	22.01
CHANDLER, GRACE, services	40.00
CITY OF OMAHA, services	41,450.40
CITY OF PAPILLION, services	8,852.34
CONSOLIDATED MANAGEMENT, services	520.54
COSGRAVE CO, services	810.00
COUNCIL OF STATE GOVERNMENTS, books	112.50
COX COMMUNICATIONS, services	319.56
CUMMINS CENTRAL POWER, services	1,485.81
D & B SALVAGE, services	915.75
D & K PRODUCTS, services	370.00
DEARBORN NAT'L LIFE INS CO, services	1,271.00
HALE, D., travel	65.29
DELL MARKETING L.P., services	199.98
DEMCO INC, supplies	286.76
DI GIORGIO'S SPORTSWEAR, services	280.00
DIAMOND BLADE DISTRIBUTORS, maint.	169.00
EDGEWEAR SCREEN PRINTING, apparel	1,372.00
ENVISIO SOLUTIONS INC, services	14,000.00
ERNCO INC, services	8,975.00
EXCEL PHYSICAL THERAPY, services	50.00
FBG SERVICE CORP, bld&grnds	5,965.00
FIRST NAT'L BANK FREMONT, bonds	1,400,953.00
FOSSIL INDUSTRIES INC., services	459.00
GALE, books	126.70
GCR TIRES & SERVICE, maint.	1,594.42
GRAINGER, bld&grnds	18.68
GRAYBAR ELECTRIC CO, bld&grnds	658.62
H & H CHEVROLET, maint.	305.27
HAMRICK, LYLE, refund	44.92
HEIMES CORP, services	73.04
HOME DEPOT, bld&grnds	163.92
INDUSTRIAL SALES CO, services	173.80
INGRAM LIBRARY SERVICES, books	3,037.87
INTERSTATE POWER SYSTEMS, maint.	924.93
J & J SMALL ENGINE, maint.	138.21
GOSS, J., travel	19.14
KRIHA FLUID POWER CO, maint.	128.26
LAMP RYNEARSON & ASSOC, services	18,619.06
LAUSTEN JR ROBERT S, services	140.00
LIBRARY ADVANTAGE, supplies	700.00
LIBRARY IDEAS LLC, media	6.50
LOVELAND GRASS PAD, services	47.27
MANPOWER, services	2,911.18
MAX I WALKER UNIFORM, services	559.07
MENARDS-RALSTON, bld&grnds	167.65
MUD, utilities	13,335.27
MID-AMERICAN BENEFITS INC, services	1,228.50

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MIDLANDS LIGHTING & ELECTRIC, services	456.42
MIDWEST TAPE, media	64.99
MILLER PRESS, services	460.00
NAT'L EVERYTHING WHOLESALE, supplies	27.63
NE ENVIRONMENTAL PRODS, maint.	2,900.00
NE LAW ENFORCEMENT, services	100.00
NE MOSQUITO/VECTOR ASSN, services	130.00
NEWMAN TRAFFIC SIGNS INC, services	1,645.55
NOVA FITNESS EQUIPMENT, services	13,995.90
OCLC INC, services	149.77
OFFICE DEPOT INC, supplies	505.44
O'KEEFE ELEVATOR CO, services	310.41
OLSSON ASSOC, services	64,474.45
OMAHA COMPOUND CO, supplies	124.91
OMAHA TACTICAL LLC, services	100.00
OMNIGRAPHICS INC, books	283.10
PERSONAL BEST, services	552.50
PETTY CASH, supplies	296.60
PHAM, RACHEL THUY LINH, services	150.00
PLAINS EQUIPMENT GROUP, maint.	343.17
RAINBOW GLASS & SUPPLY, maint.	73.00
READY MIXED CONCRETE CO, services	11,339.59
RETRIEVEX, services	151.49
RUFFNER, J., travel	72.00
SARPY COUNTY TREASURER, services	299,348.50
SCHOLASTIC LIBRARY PUBLISHING, books	406.90
SHAMROCK CONCRETE CO, services	1,816.18
SIGN IT, services	350.00
SOUICIE, J., travel	489.82
THOMPSON DREESSEN & DORNER, services	12,210.15
THORNBURG, J., travel	72.00
TRAF-SYS INC, services	451.00
UNITED RENT-ALL, services	171.98
VEJRODA, MADELINE P., services	40.00
VERITEXT CORP, services	952.75
VERIZON WIRELESS, phones	128.86
VIERREGGER ELECTRIC CO, services	199.97
WAL-MART, supplies	364.07
WEST OMAHA WINSUPPLY CO, services	1,068.02
WHITE CAP CONSTR SUPPLY, maint.	141.98
WICK'S STERLING TRUCKS INC, maint.	80.70
WOODHOUSE LINCLN-MAZDA, maint.	127.02

Councilmember Hale made a motion to approve the consent agenda. Seconded by Councilmember Sell. Councilmember Ronan reviewed the bills and stated everything was in order. Councilmembers voting aye: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale and Sell. Nays: None. Abstain: None. Absent: None. Motion carried.

## REPORTS FROM CITY ADMINISTRATOR AND DEPARTMENT HEADS

Community Relations Coordinator Beaumont asked Council to let Executive Assistant Larson know which date would work best for Council to help at Santa's Workshop this holiday season.

Police Chief Lausten announced that the Police Department is participating in project Pink Patch during October. Coffee with a Cop will be at Dunkin' Donuts on October 12<sup>th</sup>. New police officer Lucas Tiberi started October 2<sup>nd</sup> and will be sworn in October 17. Mike Czarnik will be sworn in as a Sergeant on that date also. Scot Wagner, the new Police Academy Training Coordinator, will begin work October 16.

Director of Public Works Soucie reported on current projects going on.

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## **B. CITIZEN ADVISORY REVIEW COMMITTEE – EDP REPORT**

### **1. PUBLIC HEARING**

At 7:09 p.m. Mayor Kindig opened the public hearing and stated the floor was now open for discussion on the EDP Report. Jeff Schovanec was present to answer any questions.

At 7:10 p.m. Councilmember Hale made a motion to close the public hearing. Seconded by Councilmember Frederick. Councilmembers voting aye: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale and Sell. Nays: None. Abstain: None. Absent: None. Motion carried.

## **C. RESOLUTION – ADVERTISEMENT FOR BIDS – OFFSTREET PARKING DISTRICT NO. 2 – STRUCTURE NO. 1 – PUBLIC IMPROVEMENT REDEVELOPMENT PROJECT**

Councilmember Thomas introduced and moved for the adoption of Resolution No.17-117 entitled: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE ADVERTISEMENT FOR BIDS FOR OFFSTREET PARKING DISTRICT NO. 2 – STRUCTURE NO. 1 ASSOCIATED WITH THE PUBLIC IMPROVEMENT REDEVELOPMENT PROJECT IN THE 84<sup>TH</sup> STREET REDEVELOPMENT AREA.

WHEREAS, the Mayor and Council have determined that offstreet parking in the 84<sup>th</sup> street redevelopment area is necessary, and

WHEREAS, the FY17/18 Biennial Budget provides funding in the Capital Improvement Program for the proposed project; and

WHEREAS, the schedule for awarding this contract is as follows:

Publish Notice to Contractors	October 11 and 18, 2017
Mandatory Pre-Bid Meeting	October 20, 2017 at 10:30 am City Hall
Open Bids	October 30, 2017 at 10:00 am City Hall
Council Award Contract	November 21, 2017 (Tentative)

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council of the City of La Vista Nebraska hereby authorize the advertisement for bids for Offstreet Parking District No. 2 – Structure No. 1 associated with the public improvement redevelopment project in the 84<sup>th</sup> street redevelopment area.

Seconded by Councilmember Hale. A representative from DLR gave a short presentation on this portion of the project. Councilmembers voting aye: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale and Sell. Nays: None. Abstain: None. Absent: None. Motion carried.

## **D. RESOLUTION – AUTHORIZE PURCHASE – COMPUTER EQUIPMENT**

Councilmember Quick introduced and moved for the adoption of Resolution No.17-118 entitled: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE PURCHASE OF ONE (1) BARRACUDA NETWORK STORAGE SERVER FROM MNJ TECHNOLOGIES DIRECT, INC., FOR AN AMOUNT NOT TO EXCEED \$16,660.00.

WHEREAS, the City Council of the City of La Vista has determined that the purchase of a network storage server is necessary, and

WHEREAS, the FY17/18 Biennial Budget includes funding for the proposed purchase, and



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WHEREAS, Subsection (c) of Section 31.23 of the La Vista Municipal Code requires that the City Administrator secure Council approval prior to authorizing any purchase over \$5,000.00.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of La Vista, Nebraska, do hereby authorize the purchase of one (1) Barracuda Network Storage Server from MNJ Technologies Direct, Inc., for an amount not to exceed \$16,660.00.

Seconded by Councilmember Sell. Councilmember Thomas asked what the projected capacity would be for this server. Director of Administrative Services Pokorny stated that it should last at least 3 years. Councilmembers voting aye: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale and Sell. Nays: None. Abstain: None. Absent: None. Motion carried.

## **E. RESOLUTION – AWARD CONTRACT – ROOF REPLACEMENT**

Councilmember Thomas introduced and moved for the adoption of Resolution No.17-119 entitled: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA, AWARDED A CONTRACT TO THE GUTTER TRUCK LLC LA VISTA, NEBRASKA FOR REPLACEMENT OF THE FORMER GOLF COURSE CLUBHOUSE BUILDING ROOF IN AN AMOUNT NOT TO EXCEED \$17,955.00.

WHEREAS, the City Council of the City of La Vista has determined that replacement of the existing roof is necessary; and

WHEREAS, the FY17/18 Biennial Budget includes funding for the proposed project; and

WHEREAS, Three quotes were received, and

WHEREAS, The Gutter Truck LLC, La Vista, Nebraska has submitted the low qualified quote, and

WHEREAS Subsection (C) (9) of Section 31.23 of the La Vista Municipal Code requires that the City Administrator secures Council approval prior to authorizing any purchase over \$5,000.00.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of La Vista, Nebraska award a contract to The Gutter Truck LLC, La Vista, Nebraska for replacement of the former golf course clubhouse roof in an amount not to exceed \$17,955.00.

Seconded by Councilmember Sell. Councilmember Sell asked if a metal roof was appropriate. Deputy Director of Public Works Calentine stated a metal roof will be useful when decorating Santa's workshop for years to come. Mayor Kindig asked if this could be performed in-house instead. Deputy Director of Public Works Calentine stated yes, but it is time sensitive with the holiday season quickly approaching. Councilmembers voting aye: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale and Sell. Nays: None. Abstain: None. Absent: None. Motion carried.

## **F. RESOLUTION – AUTHORIZE AGREEMENT – SERVICE LINE WARRANTY PROGRAM**

Councilmember Sell introduced and moved for the adoption of Resolution No.17-120 entitled: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE EXECUTION OF A MARKETING AGREEMENT WITH UTILITY SERVICE PARTNERS PRIVATE LABEL, INC DBA SERVICE LINE WARRANTIES OF AMERICA.

WHEREAS, The Mayor and City Council have determined that a service line warranty program is necessary; and

WHEREAS, Utility Service Partners Private Label dba Service Line Warranties of America provides such program; and

WHEREAS, There is no fiscal impact on the City of La Vista for this program; and

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NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of La Vista, Nebraska, do hereby authorize the execution of a marketing agreement with Utility Service Partners Private Label dba Service Line Warranties of America, in form and content approved by the City Attorney and City Administrator.

Seconded by Councilmember Thomas. Discussion was held.

Councilmember Sell motioned to table this matter until the October 17, 2017 City Council Meeting. Seconded by Councilmember Thomas.

Councilmembers voting aye on the motion to table: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale and Sell. Nays: None. Abstain: None. Absent: None. Motion carried.

## **G. RESOLUTION – AUTHORIZE PURCHASE – BLEACHERS AND SOCCER GOALS**

Councilmember Thomas introduced and moved for the adoption of Resolution No.17-121 entitled: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE PURCHASE OF TWO (2) 4-ROW BLEACHERS AND TWO (2) SEMI-PERMANENT SOCCER GOALS FROM ALUMINUM ATHLETIC EQUIPMENT CO., ROYERSFORD, PENNSYLVANIA FOR AN AMOUNT NOT TO EXCEED \$11,555.00.

WHEREAS, the City Council of the City of La Vista has determined that the purchase of bleachers and soccer goals for the Soccer Complex is necessary, and

WHEREAS, the FY18 General Fund Budget provides funding for the proposed purchase, and

WHEREAS, the Metro Wolves Soccer Club has agreed to donate \$3,328.00 toward the purchase of the ne soccer goals, and

WHEREAS, Subsection (c) of Section 31.23 of the La Vista Municipal Code requires that the City Administrator secure Council approval prior to authorizing any purchase over \$5,000.00.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of La Vista, Nebraska, do hereby authorize the purchase two (2) 4-row bleachers and two (2) semi-permanent soccer goals from Aluminum Athletic Equipment Co., Royersford, Pennsylvania for an amount not to exceed \$11,555.00.

Seconded by Councilmember Sell. Councilmember Sheehan asked where these would be placed. Director of Public Works Soucie stated at the goals would be placed at the City soccer complex and the bleachers would be placed at City Park and the Soccer Complex. Councilmembers voting aye: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale and Sell. Nays: None. Abstain: None. Absent: None. Motion carried.

## **H. RESOLUTION – AUTHORIZE PURCHASE – BATTERY BACK-UP TRAFFIC SIGNALS**

Councilmember Hale introduced and moved for the adoption of Resolution No.17-122 entitled: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE PURCHASE OF FIVE (5) ZINC FIVE BATTERY BACK-UP TRAFFIC SIGNAL SYSTEMS FROM MOBOTREX, INC., DAVENPORT, IOWA FOR AN AMOUNT NOT TO EXCEED \$35,229.00.

WHEREAS, the City Council of the City of La Vista has determined that the purchase of battery back-up traffic signal systems is necessary, and

WHEREAS, the FY17/18 Biennial Budget provides funding for the proposed purchase, and

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WHEREAS, Subsection (c) of Section 31.23 of the La Vista Municipal Code requires that the City Administrator secure Council approval prior to authorizing any purchase over \$5,000.00.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of La Vista, Nebraska, do hereby authorize the purchase of five (5) ZincFive Battery Back-Up Traffic Signal Systems from Mobotrex, Inc., Davenport, Iowa for an amount not to exceed \$35,229.00.

Seconded by Councilmember Thomas. Councilmembers voting aye: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale and Sell. Nays: None. Abstain: None. Absent: None. Motion carried.

## **I. RESOLUTION – AUTHORIZE PURCHASE – ARROW BOARDS**

Councilmember Thomas introduced and moved for the adoption of Resolution No. 17-123 entitled: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE PURCHASE OF TWO (2) WANCO SOLAR POWERED ARROW BOARDS FROM MICHAEL TODD AND COMPANY INC., OMAHA, NEBRASKA FOR AN AMOUNT NOT TO EXCEED \$8,696.00.

WHEREAS, the City Council of the City of La Vista has determined that the purchase of arrow boards is necessary, and

WHEREAS, the FY17/18 Biennial Budget provides funding for the proposed purchase, and

WHEREAS, Subsection (c) of Section 31.23 of the La Vista Municipal Code requires that the City Administrator secure Council approval prior to authorizing any purchase over \$5,000.00.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of La Vista, Nebraska, do hereby authorize the purchase of two (2) WANCO solar powered arrow boards from Michael Todd and Company Inc., Omaha, Nebraska for an amount not to exceed \$8,696.00.

Seconded by Councilmember Hale. Councilmember Sell asked what the life expectancy of these would be. Director of Public Works Soucie advised the life expectancy is 15 years for the unit and 10 years for the battery pack. Councilmembers voting aye: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale and Sell. Nays: None. Abstain: None. Absent: None. Motion carried.

## **J. RESOLUTION – PROFESSIONAL SERVICES AGREEMENT – DIXON RESOURCES UNLIMITED**

Councilmember Hale introduced and moved for the adoption of Resolution No. 17-124 entitled: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH DIXON RESOURCES UNLIMITED.

WHEREAS, The Mayor and City Council have determined that professional services associated with public parking operations and planning is necessary; and

WHEREAS, Dixon Resources Unlimited will aide in public parking operations and planning on an "on-call or as-needed" basis; and

WHEREAS, hourly billing rates are identified in Exhibit A; and

WHEREAS, the FY17/18 Biennial Budget provides funding for professional services, and

WHEREAS, Subsection (C) (9) of Section 31.23 of the La Vista Municipal Code requires that the City Administrator secure Council approval prior to authorizing any expenditure over \$5,000.00.

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NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of La Vista, Nebraska, do hereby authorize the execution of a professional services agreement with Dixon Resources Unlimited, in form and content approved by the City Attorney and City Administrator.

Seconded by Councilmember Thomas. Councilmember Sheehan asked what the total cost would be. City Administrator Gunn stated it depends on how much service is needed. Assistant City Administrator Ramirez stated this is for the overall plan to include all parking lots.

Councilmembers voting aye: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale and Sell. Nays: None. Abstain: None. Absent: None. Motion carried.

## **K. ACQUISITION OF DEMOLITION AND SITE PREPARATION RIGHTS – CHILI'S BAR & GRILL, LOT 8, LA VISTA CITY CENTRE – 84<sup>TH</sup> STREET REDEVELOPMENT AREA**

### **1. PUBLIC HEARING**

At 7:48p.m. Mayor Kindig opened the public hearing and stated the floor was now open for discussion on Acquisition of Demolition and site preparation rights - Chili's Bar & Grill, Lot 8, La Vista City Centre – 84<sup>th</sup> Street Redevelopment Area.

At 7:49 p.m. Councilmember Hale made a motion to close the public hearing. Seconded by Councilmember Thomas. Councilmembers voting aye: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale and Sell. Nays: None. Abstain: None. Absent: None. Motion carried.

### **2. RESOLUTION – APPROVE AGREEMENTS FOR ACQUISITION OF DEMOLITION AND SITE PREPARATION RIGHTS**

Councilmember Sell introduced and moved for the adoption of Resolution No.17-125 entitled: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA, APPROVING AGREEMENTS FOR ACQUISITION OF DEMOLITION RIGHTS WITH RESPECT TO LEASEHOLD IMPROVEMENTS OF THE CHILI'S GRILL AND BAR IN THE 84<sup>TH</sup> STREET REDEVELOPMENT AREA.

WHEREAS, the La Vista Community Development Agency ("Agency") and City of La Vista entered an agreement ("City - Agency Agreement") for the Agency to act as lead agent and contract and otherwise provide for all actions or requirements for demolition and site preparation of the former Brentwood Crossing shopping area located in the vicinity of 84<sup>th</sup> Street and Brentwood Drive, with the City Engineer designated as the project manager and the City to fund and pay for all costs arising under the agreement from proceeds of the additional one-half of one percent local sales and use tax approved by voters in 2014 for public infrastructure projects within the 84<sup>th</sup> Street Redevelopment Area, or other available resources; and

WHEREAS, the City Council, acting as the La Vista Community Development Agency and based on advice of the City Engineer, determined that acquisition of demolition rights is necessary to carry out such demolition and site preparation ("Demolition Rights"); and

WHEREAS, proposed agreements are presented to acquire such Demolition Rights with respect to building and other improvements of the Chili's Grill and Bar located in the vicinity of 84<sup>th</sup> Street and Brentwood Drive.

NOW, THEREFORE, BE IT RESOLVED, that the City Council, acting on behalf of the City of La Vista and pursuant to the City - Agency Agreement and the Redevelopment Plan for the 84<sup>th</sup> Street Redevelopment Area, as amended by Amendment No. 1, hereby approves the agreements, as presented, subject to any additions, subtractions, or modifications as the City Administrator or City Engineer determines necessary or advisable ("Agreements"), and completion of any applicable statutory or regulatory requirements to the satisfaction of the Mayor, City Administrator, or any designee of the Mayor or City Administrator.

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BE IT FURTHER RESOLVED, that the City shall fund and pay for all costs of the Agency arising under the Agreements from proceeds of the additional one-half of one percent local sales and use tax approved by voters in 2014 for public infrastructure projects within the 84<sup>th</sup> Street Redevelopment Area, or other available resources

BE IT FURTHER RESOLVED, that the Mayor, City Administrator, or City Engineer, or any designee of the Mayor, City Administrator, or City Engineer, shall be authorized to take all actions on behalf of the City as he or she determines necessary or appropriate to carry out the Agreements, this Resolution, or any actions approved herein, including, without limitation, executing and delivering any documents or instruments.

BE IT FURTHER RESOLVED, that recitals at the beginning of this Resolution are incorporated into this Resolution by reference.

Seconded by Councilmember Thomas. Councilmember Crawford asked what the City's cost of demolition will be. City Attorney McKeon advised \$1.1 million. Councilmember Sheehan asked if the City is kicking anyone out. City Attorney McKeon advised that all parties are in mutual agreement.

Councilmembers voting aye: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale and Sell. Nays: None. Abstain: None. Absent: None. Motion carried.

**L. RESOLUTION – APPROVE AGREEMENTS FOR ACQUISITION OF  
DEMOLITION AND SITE PREPARATION RIGHTS - CHILI'S BAR & GRILL,  
LOT 8, LA VISTA CITY CENTRE – 84TH STREET REDEVELOPMENT  
AREA (ACTION ON THIS ITEM WILL BE TAKEN BY THE LA VISTA  
COMMUNITY DEVELOPMENT AGENCY)**

Councilmember Thomas introduced and moved for the adoption of Resolution No. 17-126 entitled: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA, ACTING AS THE LA VISTA COMMUNITY DEVELOPMENT AGENCY, APPROVING AGREEMENTS FOR ACQUISITION OF DEMOLITION RIGHTS WITH RESPECT TO LEASEHOLD IMPROVEMENTS OF THE CHILI'S GRILL AND BAR IN THE 84<sup>TH</sup> STREET REDEVELOPMENT AREA.

WHEREAS, the La Vista Community Development Agency ("Agency") and City of La Vista entered an agreement ("City - Agency Agreement") for the Agency to act as lead agent and contract and otherwise provide for all actions or requirements for demolition and site preparation of the former Brentwood Crossing shopping area located in the vicinity of 84<sup>th</sup> Street and Brentwood Drive, with the City Engineer designated as the project manager and the City to fund and pay for all costs arising under the agreement from proceeds of the additional one-half of one percent local sales and use tax approved by voters in 2014 for public infrastructure projects within the 84<sup>th</sup> Street Redevelopment Area, or other available resources; and

WHEREAS, the City Council, acting as the La Vista Community Development Agency and based on advice of the City Engineer, determines that acquisition of demolition rights is necessary to carry out such demolition and site preparation ("Demolition Rights"); and

WHEREAS, proposed agreements are presented to acquire such Demolition Rights with respect to building and other improvements of the Chili's Grill and Bar located in the vicinity of 84<sup>th</sup> Street and Brentwood Drive.

NOW, THEREFORE, BE IT RESOLVED, that the City Council, acting as the La Vista Community Development Agency and pursuant to the City - Agency Agreement and the Redevelopment Plan for the 84<sup>th</sup> Street Redevelopment Area, as amended by Amendment No. 1, hereby approves the agreements, as presented, subject to any additions, subtractions, or modifications as the City Administrator or City Engineer determines necessary or advisable ("Agreements"), and completion of any applicable statutory or regulatory requirements to

# MINUTE RECORD

October 3, 2017

No. 729 — REDFIELD & COMPANY, INC., OMAHA E1310556LD

the satisfaction of the Mayor, City Administrator, or any designee of the Mayor or City Administrator.

BE IT FURTHER RESOLVED, that the Mayor, City Administrator, or City Engineer, or any designee of the Mayor, City Administrator, or City Engineer, shall be authorized to take all actions on behalf of the Agency as he or she determines necessary or appropriate to enter or carry out the Agreements, this Resolution, or any actions approved herein, including, without limitation, executing and delivering the Agreements or any other documents or instruments.

BE IT FURTHER RESOLVED, that recitals at the beginning of this Resolution are incorporated into this Resolution by reference.

Seconded by Councilmember Sell. Councilmembers voting aye: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale and Sell. Nays: None. Abstain: None. Absent: None. Motion carried.

## **M. EXECUTIVE SESSION – CONTRACT NEGOTIATIONS**

There was no Executive Session.

## **COMMENTS FROM THE FLOOR**

There were no comments from the floor.

## **COMMENTS FROM MAYOR AND COUNCIL**

Councilmember Sheehan asked if there was any news on Gretna's proposed annexation package. City Administrator Gunn stated she is reviewing it. Councilmember Crawford asked which part of the proposed plan affects La Vista. City Administrator Gunn stated there is a small area that is in La Vista's future growth area along with their proposed ETJ conflicting with the growth area agreement.

Councilmember Hale stated she attended the League of Nebraska Municipalities Conference.

At 7:56 p.m. Councilmember Thomas made a motion to adjourn the meeting. Seconded by Councilmember Hale. Councilmembers voting aye: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale and Sell. Nays: None. Abstain: None. Absent: None. Motion carried.

PASSED AND APPROVED THIS 17TH DAY OF OCTOBER, 2017.

CITY OF LA VISTA

\_\_\_\_\_  
Douglas Kindig, Mayor

ATTEST:

\_\_\_\_\_  
Pamela A. Buethe, CMC  
City Clerk



**CITY OF LA VISTA**  
**8116 PARK VIEW BOULEVARD**  
**LA VISTA, NE 68128**  
**P: (402) 331-4343**

**COPY**

**PLANNING COMMISSION MINUTES**  
**SEPTEMBER 21, 2017-7:00 P.M.**

The City of La Vista Planning Commission held a meeting on Thursday, September 21<sup>st</sup>, in the Harold "Andy" Anderson Council Chamber at La Vista City Hall, 8116 Park View Boulevard. Chairman Gayle Malmquist called the meeting to order at 7:00 p.m. with the following members present: Mike Krzywicki, Gayle Malmquist, John Gahan, Mike Circo, Harold Sargus, Kevin Wetuski, Kathleen Alexander, and Jackie Hill. Members absent were: Jason Dale and Tom Miller. Also in attendance were Chris Solberg, City Planner; Ann Birch, Community Development Director; Meghan Engberg, Permit Technician; and John Kottmann, City Engineer.

Legal notice of the public meeting and hearing were posted, distributed and published according to Nebraska law. Notice was simultaneously given to all members of the Planning Commission. All proceedings shown were taken while the convened meeting was open to the attendance of the public.

**1. Call to Order**

The meeting was called to order by Chairman Malmquist at 7:00 p.m. Copies of the agenda and staff reports were made available to the public.

**2. Approval of Meeting Minutes – July 20, 2017**

*Hill* moved, seconded by *Gahan* to approve the July 21, 2017 minutes. **Ayes: Krzywicki, Malmquist, Gahan, Sargus, and Hill. Nays: None. Abstain: Circo, Wetuski, and Alexander. Absent: Dale and Miller. Motion Carried. (5-0-3)**

**3. Old Business**

None.

**4. New Business**

**A. Public Hearing for a Conditional Use Permit (CUP) and Preliminary Plat – Lot 26 Oakdale Park & Tax Lot 8A1B 16-14-12 & Tax Lot 8A1A Exc Pt for Row 16-14-12 – 3D Self Storage La Vista, LLC**

- i. **Staff Report – Chris Solberg:** Solberg stated that the applicant, 3D Self Storage La Vista, LLC, is requesting a Conditional Use Permit and Preliminary Plat to operate a self-storage facility on Tax Lot 8A1A Exc Pt for ROW and Tax Lot 8A1B 16-14-12 and Lot 26 Oakdale Park to be replatted, located on the southwest corner of S. 104<sup>th</sup> and Harrison Street. Staff recommends approval of the Conditional Use Permit as the CUP request is consistent with the Comprehensive Plan and the Zoning Ordinance. Staff recommends approval of the Preliminary Plat as the request is consistent with the Comprehensive Plan and the Subdivision Regulations.

- ii. **Applicant Presentation:** James Buser came up and spoke on behalf of the applicant. He stated that this is a preliminary plat and a conditional use permit application for a 50,000 square foot, 2 story, climate controlled storage facility at the southwest corner of 104<sup>th</sup> and Harrison. He then showed a picture to the commission that depicts the project site and the surrounding area at 104<sup>th</sup> and Harrison. He then stated that they had last had a meeting with City Staff on September 13<sup>th</sup>, 2016. He stated that it was a good meeting and that their project looked substantially different then than it does now. They had initially walked into the City offices with a site plan that showed outdoor storage as well as climate controlled storage as part of the project. He stated that in their initial meeting with City staff that they learned a little more about the site history and the challenges that they were going to face and did face over the next year to get to where they are tonight and what the ultimate design was. He stated that after that meeting, they focused on a couple of things. They had to come up with a new design that did not include outdoor storage. He mentioned that Mr. Douglas, who was at the meeting, had connections with a design team in Denver and so, they were able to take some site plans and design plans from there and help transform a prior project that they had for a 3D Storage out in Elkhorn. He said that while the look of the project is similar to that facility, there is an outdoor storage component to that, so they've redesigned the building based upon some other architecturally appealing facets to this building. He then said that their next stakeholder meeting was with the City after they went through the redesign of the building, they came back down and met with city staff and presented a 3 story, completely contained climate controlled structure. Buser stated that this was much better received by City Staff at that point, but they still had some challenges ahead of them. He stated that the two main things that came out of that meeting were; now they have a facility that at least looks pretty good and the outdoor storage is gone, so they need to now tackle the issues as they move forward. The access issue is a kind of a big one as they move forward at 104<sup>th</sup> and Harrison with the neighborhood and so, city recommended that they meet with both the SiD board and the Homeowner's Association to talk about their plan, get some input from the neighborhood groups and then see where the project would go from there. They were also cautioned that all they brought in were building elevations and a preliminary site plan, but that ultimate plan that they needed to present would have thorough City review for issues like landscaping and other access and some of the drainage reports that need to be filed with the applications.

Buser then stated that they made contact with the SiD. They got in touch with John Fullenkamp, who represents SiD 237. They met with John in his office, showed him their plan and he gave them the same discussion they had with City Staff and that access is a challenging issue for the neighborhood. He stated that they had a long meeting with John and they tried to come up with some ideas on how to make that a more palatable solution, how to make the access better for the neighborhood and for the site itself. He stated from that meeting that they went back to the drawing board and came up with a concept and went back to Colonial Press and asked if they would be receptive to them having egress easement across their parking lot, so they can minimize traffic coming off of 104<sup>th</sup> Street. Colonial Press agreed and they entered into a purchase agreement. They then went back to John to show him what they had come up with and after a few tweaks, came up with the current plan they



have now. Buser then said that the next meeting they had was with the Homeowner's Association. They met with the board and they expressed some of the same issues with the access and the drainage and that they needed to do everything they could to try and minimize those problems for the neighborhood. He said that from that point on, they had a follow up meeting with the residents, where they invited everyone to provide their input. They presented their evolving plan, which included access, landscaping, drainage, lighting, architectural features on the building and that the board will be able to see from pictures how that project evolved. He feels that their building will stand out and will be a much more attractive looking building than a lot in the area. He then added that in regards to the drainage issue, that they did approach Rotella's because they have a sewer line for their drainage from their property and asked if they could create an easement across their property and connect into their storm sewer. They have reached a verbal agreement with Rotella's to do that and the engineers have all met to talk about that and they think it's a very good plan and will implemented as part of their CUP and is ultimately approved.

Jeff Lake then came up and spoke on behalf of the applicant. He said that he was going to move very quickly through some the iterations they have. He stated that he was going to start with the Preliminary Plat that was in front of them. He said that the existing properties have not been platted and one of the courses of action is to clean up both the Colonial Press property and the proposed project site with formal platting. He then pointed out that Colonial Press is on Lot 2 and that they would be occupying Lot 2 of the proposed Oakdale Park storage platting. He said that this was a snippet of their first discussion with City Staff. He said that the original 3 story facility was smaller than what the Board was looking at and one of the concerns of City Staff was what happened in that space between the 3 story structure of 3D storage and the Colonial Press facility. Also, in conversations with neighbors and others, the 3 story structure seemed a little less appropriate for the area and they condensed that down to 2 stories and stretched that out as was presented to the board. He then mentioned that in their original plan, the entrance was on the southeast corner of the site and the office where first time customers go and other administrative activities would occur out of and parking lot were also on the southeast corner. He stated that through the process, they evolved into the configuration presented. A 2 story structure, with the entrance to the facility closer Harrison Street and the office is now on the northeast corner of the building, as well as the subsequent parking lot. He stated that they have stepped back the building on the southeast corner to provide more space and green space to the neighborhood and what is occupying that green space is their storm water detention, water quality facility.

Lake then started to talk about their hours of operation and their use permit. He said that they are open Monday through Sundays, 6a.m. to 10p.m. They are controlled access and the gates beyond those hours cannot be accessed to get to the facility. They do have an office that's staffed with a couple of employees and is staffed from 8a.m. to 6p.m. Monday through Friday and Saturday, Sunday from 9a.m. to 1p.m. He said that they will discuss the circulation and mentioned that lighting will meet City requirements.

Lake mentioned circulation and one of the issues from the neighbors was vehicles exiting the property and going through the neighborhood. He then showed a picture of the egress easement through the Colonial Press property. He then pointed out on the picture the arrows showing everything going that direction. He mentioned that the center of the site is the main corridor and once you enter you cannot go back out it, you have to transfer from east where you enter, to west where you exit. It is also the same thing with the south part of the building where there are some exterior doors facing the Rotella's property, there is a gate you can enter, but you cannot exit back out. He then stated if you circulate to the north side, there is a gate on the northwest corner of the facility as well that you can exit out, but you cannot enter. Likewise, folks from Colonial Press cannot cut through their site to 104<sup>th</sup> Street and cut through the Cimarron Woods neighborhood. He stated that the only real risk he sees is that there are going to be some violators, but it will be very difficult for them to violate. The only real risk they see are those who try to exit onto 104<sup>th</sup> from their first time visit. They come to the office on the northeast corner, they will be told to head to the west and through the gate, but it is possible that those folks will exit back out to 104<sup>th</sup> Street. He then said that everybody who uses the facility to physically drop something off to the facility cannot exit on to 104<sup>th</sup>.

Sargus asked what was on the north side of the building.

Lake said that it is a drive.

Sargus asked if there were any storage units on that side.

Lake said there are not.

Sargus asked if there are doors.

Lake said that there are no doors on that side.

Lake then showed the landscape plan and that on the northeast side they are planting trees, shrubs and other ground cover. He then mentioned the elevation pictures and said that the top elevation is a view from Harrison Street looking south towards the property. The middle elevation is from the west side, looking from Colonial Press to the east towards the site and then the bottom one is from 104<sup>th</sup> looking west towards their facility. He then showed some perspective views of the facility.

Circo asked if there was going to be another gate on the property line.

Lake said there would not. He said that they have kind of cornered people where there only way out is through Colonial Press.

Circo asked what would happen if a moving truck came in to access the property and get to the west entrance of the building with the door open.

Lake said that if the door is open it is a possibility, but it's like swimming upstream. He said that there also cameras throughout the corridor as well. He said that the gate is only opened when some exits and then the door shuts automatically. Lake said that they will also have signage showing where to exit.

Hill asked if there are 3 gates.

Lake said that that is correct.

**iii. Public Hearing:** Malmquist opened the Public Hearing.

Tim Muinov (?) came up and spoke on the agenda item. He mentioned that when he received information on the project that they all sent emails to the HOA president and felt like he voiced all of their concerns. He said that it looks like the plan has been approved and is better than the original version that they had seen. He is concerned about the entrance because he drives on that road 4 to 5 times a day and has been enjoying a private entrance and exit. He wanted to know why the entrance couldn't be off of Harrison Street. He is also concerned about the existing trees being cut down and losing privacy between the industrial area and the neighborhood.

Adam Studts came up and spoke about the agenda item. He said that he lives on Lot 78, the southernmost point of 103<sup>rd</sup> Circle, right at the end of the median coming into the neighborhood. He thanked the applicant for working with the HOA on any concerns that were shared. He stated that his main concern is the egress onto 104<sup>th</sup> Street. He feels that that will undoubtedly result in U-turns at that median, which is a safety risk. He said that the design allowing egress on 104<sup>th</sup> Street by its nature is unsafe. He asked if an unsecure gate at the entrance on 104<sup>th</sup> has been considered.

Lisa Robino-Wolter came up and spoke about the agenda item. She stated that she is concerned that the entrance to the neighborhood is only a single lane and is worried that some of the trucks into the neighborhood will not be able to make turn and will want to break into the island. She feels that there should be more of gate in the front to prevent people from going out and wanted to know how they can prevent the facility from being 24 hour access. She is also concerned about the safety issues on her property. She mentioned that their covenant is very strict on what kind of fencing they can have, so she cannot put up a privacy fence up to shield her from this area.

Solberg stated that he wanted to point out that every Planning Commission member has an email on their desk from a resident that was sent earlier in the day.

Laurie Callahan came up and spoke on the agenda item. She said that as soon as you make that turn off of 104<sup>th</sup> and Harrison, you see the back end of their house. She said that it is unclear from the pictures the extent of the landscaping. She has concerns about the lighting and cannot get the feel for what this is really going to

look like. She has concerns about safety and what this will do to their property value.

Lake came up to provide answers and rebuttal to concerns and questions. He mentioned that the entrance from Harrison Street has controlled access across the whole frontage of the property, so the County will not allow access points anywhere along there.

Lake mentioned that there are good stand of trees along the east proper line of that facility as well as on the island. He said that many of the trees on their property are volunteer trees that have grown over time. He stated the one of the advantages of moving the drive up to the north is that it gives a little better opportunity to save some of those. He said that they will save as many as they can and will be planting more to help with blocking some of the view.

Lake then answered about the gate that was brought up by a couple of residents. He said that they had considered that and they feel that it will cause more harm than good. He said that if you are a first time visitor and do not have access to that gate, you're more likely to drive on by and make those U-turns.

Lake then addressed the concern about trucks. He said that what they allow into the facility are box trucks and that semis aren't visitors for these types of facilities. They have done turning radii that will allow them to enter in and move through the site and exit through the site, baring driver mistakes, the need to back up in the facility.

Lake then brought up the concern about 24 hour access. He said that the fobs are controlled during the hours of operation and they will not be able to enter into the facility outside of those hours.

Lake mentioned that they will be meeting all of the City lighting codes.

Wetuski asked why there are two entrances and not just one through Colonial Press.

Lake said that they were not able to obtain access rights to get all of their access points through Colonial Press. They had a big win getting egress through that site. He pointed out that the City did give them two options in their comment letters and they picked the second option. The other option was to be able to enter and exit onto 104<sup>th</sup> Street.

Malmquist asked if there is approved fire and emergency access.

Lake said yes.

Circo said that he has concerns that there isn't a clear indicator of where to enter and people going east will try to access the facility on the Colonial Press side. He then asked if there was accurate turning radius on a 20 foot truck to turn around there.

Lake said that perhaps more building signage would help. He said that he hopes that if it does happen, that it only happens once.

Sargus asked if it was up to city or HOA as to what kind of fence the residents could have.

Circo said that it was up to the HOA.

**Malmquist closed the Public Hearing.**

- iv. **Recommendation – CUP:** Gahan moved, seconded by Alexander to recommend approval of the Conditional Use Permit as the CUP request is consistent with the Comprehensive Plan and the Zoning Ordinance. **Ayes: Krzywicki, Malmquist, Gahan, Wetuski, Alexander, and Hill. Nays: Sargus and Circo. Abstain: None. Absent: Dale and Miller. Motion Carried. (6-2)**
- v. **Recommendation – Preliminary Plat:** Hill moved, seconded by Gahan to recommend approval of the Preliminary Plat as the request is consistent with the Comprehensive Plan and Subdivision Regulations. **Ayes: Krzywicki, Malmquist, Gahan, Wetuski, Alexander, and Hill. Nays: Sargus and Circo. Abstain: None. Absent: Dale and Miller. Motion Carried. (6-2)**

**B. Public Hearing for a Conditional Use Permit (CUP) – Lot 1 Papio Valley 1 Business Park Replat 1 – Sadoff E-Recycling & Data Destruction**

- i. **Staff Report – Chris Solberg:** Solberg stated the applicant, Sadoff E-Recycling & Data Destruction, is requesting a conditional use permit to operate a computer electronics recycling center on Lot 1 Papio Valley Business Park Replat 1, generally located at 12034 Cary Circle. Staff recommends approval as the CUP request is consistent with the Comprehensive Plan and the Zoning Ordinance.
- ii. **Applicant Presentation:** Jason Lasky came up and spoke on behalf of the applicant. He mentioned that he is there to answer any questions they have in regards to the conditional use permit request for an existing building to be used for electronics recycling. He stated that they take electronics from business to business. He mentioned that they have retail sites in Omaha and Lincoln as well. He said that the CUP they are looking for is a business to business site. They will be collecting electronics from businesses, bringing electronics into the building, tearing apart those electronics to harvest usable items and then resell those items for recycling purposes. They also have data destruction for the business and will do a complete erasure of hard drives. He mentioned that they have been in the recycling business for about 70 years and are now venturing into this aspect of recycling. He then invited any questions.
- iii. **Public Hearing:** Malmquist opened the public hearing.

**Malmquist closed the public hearing as no members of the public came forward.**

Hill brought up the concern with data breaches and asked what kind of security they had in place.

Lasky said they do tip to tail security. They have to go through a certification process in order to be able to do this kind of recycling. He went through the process on how they transport items, log and recycle items. They also are insured in case there is a data breach, which is unforeseeable.

Sargus asked how long they've had the retail facility.

Lasky said they've been in Lincoln since 1999 and in Omaha since 2012.

Sargus asked if they deal with hazardous wastes.

Lasky said that they will come across batteries, but will be following all regulations as far as packaging and transportation of those particular batteries. He said that they also have procedures for cleanup in case a battery should break. They do not recycle batteries, they collect and ship.

Gahan asked if the product coming in comes from anywhere in the United States.

Lasky said they would assume more regionally.

Gahan asked if they would be brought in from trucks they own or from leased trucks.

Lasky said both.

Gahan asked if the technicians will have the knowledge to take apart the machines.

Lasky said they will only touch the stuff they are familiar with and will send the rest, as whole units, to another facility to be broken down.

Circo asked how much of the facility would be used for storage and how often is the supply replenished.

Lasky said that the building is 19,000 square feet and 5-6,000 will be office space. He said that the back of the building is owned by a construction company that rents out equipment and will be continued to be used for that. They will be utilizing that area for tear down. The area where the overhead doors are will be there inventory and receiving area. He then mentioned that they will be expecting 5-7 trucks a week.

Hill asked if they will tear apart anything with hazardous materials.

Lasky said that no, they will be passed through the facility and sent somewhere else.

Krzywicki asked out of everything that comes in, what percentage would be going to the local dump.

Lasky said that they will be recycling and scrapping most of what comes in. He said that about 5% will go in the trash.

Alexander asked if the public can come in off the street and used the facility.

Lasky said that that is not a proposed use for that facility.

Matt Weirman came up and spoke in regards to the agenda item. He mentioned that they have been buying this material for about 8-9 years from the public at their facility and about 7 in their Omaha facility. They are looking at giving to businesses the same services they give to the public.

- iv. **Recommendation – CUP:** Circo moved, seconded by Sargus to approve the Lot 1 Papio Valley Business Park Replat 1 Sadoff E-Recycling and Data Destruction. **Ayes:** *Krzywicki, Malmquist, Gahan, Wetuski, Alexander, Sargus, Circo, and Hill.* **Nays:** *None.* **Abstain:** *None.* **Absent:** *Dale and Miller.* **Motion Carried. (8-0)**

**C. Brook Valley Business Park Replat 5**

- i. **Staff Report – Chris Solberg:** Solberg stated the applicant, REDZ LLC, is requesting a replat for Brook Valley Business Park Replat 5, a replat of Lot 51 and Lot 28A1 Brook Valley Business Park, Lot 2 Brook Valley Business Park Replat Four, located southwest of the intersection of 108<sup>th</sup> and Olive Street. Staff recommends approval of the replat, contingent on the final resolution of issues related to the Army Corps of Engineers and Sarpy County as noted in Review Comments #1 and #2, and the finalization of a subdivision agreement prior to City Council review, as the request is consistent with the Subdivision Regulations and the Comprehensive Plan.
- ii. **Applicant Presentation:** Russ Daub came up and spoke on behalf of the applicant, as one of the members of the LLC. He said that the challenge presented is how to make warehouses more interesting. He said that this particular created an interesting challenge because this particular lot has a huge storm sewer easement running right through the middle of it. He said that it caused to lot to be less developable in terms of size and created other problems as well. He then mentioned there is a lot to the south with railroad right of way and wanted to see what he could do to combine those lots. He said that he approached the owner of lot 2 to see about selling and then addressed the issues with the Corps of Engineers and get help from the City and County to work on the erosion issues. He wants to use the lots to build warehouses on.
- iii. **Public Hearing:** Malmquist opened the public hearing.
- v. **Recommendation – Replat:** Krzywicki moved, seconded by Wetuski to recommend approval of the replat, contingent on the final resolution of issues related to the Army Corps of Engineers and Sarpy County as noted in Review Comment's #1 and #2, and the finalization of a subdivision agreement prior to City Council review, as

the request is consistent with the Subdivision Regulations and the Comprehensive Plan. **Ayes:** *Krzywicki, Malmquist, Gahan, Wetuski, Alexander, Sargus, Circo, and Hill.* **Nays:** *None.* **Abstain:** *None.* **Absent:** *Dale and Miller.* **Motion Carried. (8-0)**

**D. La Vista City Centre Replat 2**

- i. **Staff Report – Chris Solberg:** Solberg stated that the applicant is the City of La Vista. He stated that when they were going through the development process of City Centre, their architectural consultant for the parking garage on Lot 17 was requesting additional space to build the parking garage to what they needed to make it fit in there. In order to make it fit, they needed to take an additional foot off of Lot 16 to the south and in exchange, part of the Cottonwood ROW (1 ft.) would be shifted over to the Lot 16 space so they wouldn't lose any overall width. The 2 tabs on the north and south end of Lot 17 would be shifted over to ROW, this is in relation to concerns from ICC about egress for the Lot 15 building as well as the future Lot 16 building.

- ii. **Applicant Presentation: See above**

- iii. **Public Hearing**

Krzywicki brought up the aerial photo and asked if the entire east boundary redlined where the parking garage is going to be.

Solberg said not all the way up there. He said that there is roughly 10 foot before you get to the retaining wall.

Kottmann said that it's 30 foot to the parking structure and 10 foot to the retaining wall.

Krzywicki asked if the existing bermed area not part of the plan.

Solberg said no, it's 30 feet from that lot line to the parking structure.

Krzywicki asked why there were red lines that looked like parking stalls and if there are going to be parking stalls.

Solberg said yes, there are exterior parking stalls on the bottom floor that come out right before you get to the retaining wall.

Kottmann said that at the October 3<sup>rd</sup> Council meeting there will be a presentation by the architect for the parking structure that will provide some visual graphics of the structure.

- vi. **Recommendation – Replat:** Sargus moved, seconded by Gahan for approval of the replat, contingent on the finalization of a subdivision agreement prior to City



Council review, as the request is consistent with the Subdivision Regulations and the Comprehensive Plan. **Ayes: Krzywicki, Malmquist, Gahan, Wetuski, Alexander, Sargus, Circa, and Hill. Nays: None. Abstain: None. Absent: Dale and Miller. Motion Carried. (8-0)**

**5. Comments from the Floor**

**No members of the public came forward.**

**6. Comments from the Planning Commission**

Krzywicki asked what the plans for Chili's were.

Solberg said that he wasn't sure of the details specifically, however, from what he's heard from the developer there is an agreement in place and the Chili's is going to stay there for a little while and will then be moved into one of the bays. He then mentioned that there will be a replat coming soon in regards to that aspect.

Krzywicki asked if there was any update on the sports complex.

Kottmann said that discussions are ongoing.

Krzywicki asked if this wall city driven or if the nonprofit is still a part of the game.

Kottmann said that they nonprofit are working on fundraising strategies.

Sargus asked if there was a timeline for the project.

Solberg said there is not a specific deadline, except for their CUP.

**7. Comments from Staff**

Solberg said that they are continuing to work on the Comprehensive Plan and hope to have a copy for them to review in the coming months.

Solberg mentioned that they had the ground breaking for the City Centre the previous day and that a couple of permits have been issued.

Engberg said that the First National Bank permit has been issued and are still waiting for one to be picked up and paid for.

**8. Adjournment**

Malmquist adjourned at 8:51p.m.

Reviewed by Planning Commission:

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Planning Commission Secretary

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Planning Commission Chairperson

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Approval Date

A-4

**CITY OF LAVISTA, NEBRASKA**  
**COMBINED STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES**  
**For the eleven months ending August 31, 2017**  
**92% of the Fiscal Year 2017**

**Preliminary**

	<u>Budget</u> <u>(12 month)</u>	<u>MTD</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	<u>Over(under)</u> <u>Budget</u>	<u>% of budget</u> <u>Used</u>
<b>REVENUES</b>					
General Fund	\$ 15,800,755	\$ 2,913,644	\$ 13,906,526	\$ (1,894,229)	88%
Sewer Fund	4,160,873	307,926	3,291,601	(869,273)	79%
Debt Service Fund	5,041,969	890,349	4,027,272	(1,014,697)	80%
Lottery Fund	1,394,657	100,474	1,171,308	(223,349)	84%
Golf Fund	-	-	1,869	1,869	0%
Economic Development Fund	17,027,331	-	889,930	(16,137,401)	5%
Off Street Parking Fund	514	3	28	(486)	5%
Redevelopment Fund	2,198,762	192,302	1,705,165	(493,597)	78%
<b>Total Revenues</b>	<u>45,624,861</u>	<u>4,404,698</u>	<u>24,993,699</u>	<u>(20,631,162)</u>	<u>55%</u>

**EXPENDITURES**

General Fund	15,759,564	1,168,163	13,565,622	(2,193,942)	86%
Sewer Fund	3,787,942	287,886	2,738,106	(1,049,836)	72%
Debt Service Fund	3,942,953	57,214	3,646,321	(296,632)	92%
Lottery Fund	709,076	35,585	535,776	(173,300)	76%
Golf Fund	-	-	6,199	6,199	0%
Economic Development Fund	2,005,741	-	1,996,241	(9,500)	100%
Off Street Parking Fund	595,619	3,120	577,690	(17,929)	97%
Redevelopment Fund	11,476,229	66,186	331,298	(11,144,931)	3%
<b>Total Expenditures</b>	<u>38,277,124</u>	<u>1,618,154</u>	<u>23,397,252</u>	<u>(14,879,872)</u>	<u>61%</u>

**REVENUES NET OF EXPENDITURES**

General Fund	41,191	1,745,481	340,904	299,713	
Sewer Fund	372,931	20,040	553,495	180,564	
Debt Service Fund	1,099,016	833,135	380,951	(718,065)	
Lottery Fund	685,581	64,889	635,533	(50,048)	
Golf Fund	-	-	(4,330)	(4,330)	
Economic Development Fund	15,021,590	-	(1,106,311)	(16,127,901)	
Off Street Parking Fund	(595,105)	(3,117)	(577,662)	17,443	
Redevelopment Fund	(9,277,467)	126,116	1,373,867	10,651,334	
<b>Revenues Net of Expenditures</b>	<u>7,347,737</u>	<u>2,786,544</u>	<u>1,596,446</u>	<u>(5,751,291)</u>	

**Capital Improvement Program Fund**

<b>REVENUES</b>	136,617	-	31	(136,586)	0%
<b>EXPENDITURES</b>	<u>17,141,700</u>	<u>628,763</u>	<u>7,741,685</u>	<u>(9,400,015)</u>	<u>45%</u>
<b>REVENUES NET OF EXPENDITURES</b>	<u>(17,005,083)</u>	<u>(628,763)</u>	<u>(7,741,654)</u>	<u>9,263,429</u>	
<b>TRANSFERS IN &amp; BOND PROCEEDS</b>	<u>17,005,200</u>	<u>214,201</u>	<u>7,495,465</u>	<u>(9,509,735)</u>	<u>44%</u>
<b>Net Activity</b>	<u>117</u>	<u>(414,562)</u>	<u>(246,189)</u>	<u>(246,306)</u>	

**CITY OF LAVISTA, NEBRASKA**  
**COMBINED STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES**  
**For the eleven months ending August 31, 2017**  
**92% of the Fiscal Year 2017**

**Preliminary**

	<b><u>Budget</u></b> <b><u>(12 month)</u></b>	<b><u>MTD</u></b> <b><u>Actual</u></b>	<b><u>YTD</u></b> <b><u>Actual</u></b>	<b><u>Over(under)</u></b> <b><u>Budget</u></b>	<b><u>% of budget</u></b> <b><u>Used</u></b>
<b><u>TRANSFERS IN &amp; BOND PROCEEDS</u></b>					
General Fund	90,675	-	60,000	(30,675)	66%
Sewer Fund	-	-	-	-	-
Debt Service Fund	10,000,000	885,119	-	(10,000,000)	0%
Capital Improvement Program Fund	17,005,200	214,201	7,495,465	(9,509,735)	44%
Lottery Fund	170,843	-	223,135	52,292	131%
Golf Fund	-	-	-	-	-
Economic Development Fund	800,000	-	800,000	-	100%
Off Street Parking Fund	590,000	2,516	442,357	(147,643)	75%
Redevelopment Fund	13,100,170	-	-	(13,100,170)	0%
<b>Transfers In</b>	<b>41,756,888</b>	<b>1,101,835</b>	<b>9,020,957</b>	<b>(32,735,931)</b>	<b>22%</b>
<b><u>TRANSFERS OUT</u></b>					
General Fund	(1,456,500)	(16,396)	(1,294,278)	162,222	89%
Sewer Fund	-	-	(512)	(512)	-
Debt Service Fund	(7,661,200)	(2,771)	(499,793)	7,161,407	7%
Capital Improvement Program Fund	-	(885,119)	-	-	-
Lottery Fund	(720,675)	-	(493,337)	227,338	68%
Golf Fund	(170,843)	-	(223,135)	(52,292)	131%
Economic Development Fund	-	-	-	-	-
Off Street Parking Fund	-	-	-	-	-
Redevelopment Fund	(8,647,500)	(197,550)	(6,509,902)	2,137,598	75%
<b>Transfers Out</b>	<b>(18,656,718)</b>	<b>(1,101,835)</b>	<b>(9,020,957)</b>	<b>9,635,761</b>	<b>48%</b>
<b><u>NET TRANSFERS &amp; BOND PROCEEDS</u></b>					
General Fund	(1,365,825)	(16,396)	(1,234,278)	131,547	90%
Sewer Fund	-	-	(512)	(512)	-
Debt Service Fund	2,338,800	882,348	(499,793)	(2,838,593)	-
Capital Improvement Program Fund	17,005,200	(670,918)	7,495,465	(9,509,735)	44%
Lottery Fund	(549,832)	-	(270,202)	279,630	49%
Golf Fund	(170,843)	-	(223,135)	(52,292)	131%
Economic Development Fund	800,000	-	800,000	-	100%
Off Street Parking Fund	590,000	2,516	442,357	(147,643)	75%
Redevelopment Fund	4,452,670	(197,550)	(6,509,902)	(10,962,572)	-
<b>Bond Proceeds</b>	<b>23,100,170</b>	<b>0</b>	<b>-</b>	<b>(23,100,170)</b>	<b>-</b>
<b><u>NET FUND ACTIVITY</u></b>					
General Fund	(1,324,634)	1,729,085	(893,374)	431,260	-
Sewer Fund	372,931	20,040	552,983	180,052	-
Debt Service Fund	3,437,816	1,715,484	(118,842)	(3,556,658)	-
Capital Improvement Program Fund	117	(1,299,681)	(246,189)	(246,306)	-
Lottery Fund	135,749	64,889	365,330	229,581	-
Golf Fund	(170,843)	-	(227,464)	(56,621)	-
Economic Development Fund	15,821,590	-	(306,311)	(16,127,901)	-
Off Street Parking Fund	(5,105)	(601)	(135,305)	(130,200)	-
Redevelopment Fund	(4,824,797)	(71,434)	(5,136,035)	(311,238)	-
<b>Net Activity</b>	<b>\$ 13,442,824</b>	<b>\$ 2,157,781</b>	<b>\$ (6,145,208)</b>	<b>\$ (19,588,032)</b>	<b>-</b>

**CITY OF LAVISTA, NEBRASKA**  
**COMBINED STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES**  
**For the eleven months ending August 31, 2017**  
**92% of the Fiscal Year 2017**

<u>Preliminary</u>	<u>General Fund</u>				
	<u>Budget</u> <u>(12 month)</u>	<u>MTD</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	<u>Over(under)</u> <u>Budget</u>	<u>% of budget</u> <u>Used</u>
<b>REVENUES</b>					
Property Taxes	\$ 6,213,792	\$ 2,086,262	\$ 5,940,975	\$ (272,817)	96%
Sales and use taxes	4,349,841	382,377	3,384,600	(965,241)	78%
Payments in Lieu of taxes	275,000	-	260,206	(14,794)	95%
State revenue	1,663,713	137,753	1,546,959	(116,754)	93%
Occupation and franchise taxes	1,049,200	111,744	923,044	(126,156)	88%
Hotel Occupation Tax	950,000	106,556	875,311	(74,689)	92%
Licenses and permits	537,536	55,579	355,268	(182,268)	66%
Interest income	26,594	1,662	18,288	(8,306)	69%
Recreation fees	159,730	23,326	172,076	12,346	108%
Special Services	23,175	1,030	20,591	(2,584)	89%
Grant Income	258,945	-	99,843	(159,102)	39%
Other	293,229	7,354	309,365	16,136	106%
<b>Total Revenues</b>	<b>15,800,755</b>	<b>2,913,644</b>	<b>13,906,526</b>	<b>(1,894,229)</b>	<b>88%</b>
<b>EXPENDITURES</b>					
Current:					
Administrative Services	599,146	55,080	519,002	(80,144)	87%
Mayor and Council	231,537	13,922	174,481	(57,056)	75%
Boards & Commissions	9,934	222	4,356	(5,578)	44%
Public Buildings & Grounds	528,515	35,021	348,435	(180,080)	66%
Administration	540,122	39,843	476,107	(64,015)	88%
Police and Animal Control	4,331,296	325,758	3,873,102	(458,194)	89%
Fire	1,918,317	150,739	1,837,909	(80,408)	96%
Community Development	613,192	46,953	542,495	(70,697)	88%
Public Works	3,529,463	276,187	2,921,120	(608,343)	83%
Recreation	775,013	71,757	641,619	(133,394)	83%
Library	802,913	60,842	665,663	(137,250)	83%
Information Technology	231,478	13,583	204,442	(27,036)	88%
Human Resources	828,425	39,936	590,134	(238,291)	71%
Public Transportation	96,014	5,988	65,465	(30,549)	68%
Capital outlay	724,199	32,330	701,293	(22,906)	97%
<b>Total Expenditures</b>	<b>15,759,564</b>	<b>1,168,163</b>	<b>13,565,622</b>	<b>(2,193,942)</b>	<b>86%</b>
<b>REVENUES NET OF EXPENDITURES</b>	<b>41,191</b>	<b>1,745,481</b>	<b>340,904</b>	<b>299,713</b>	
<b>OTHER FINANCING SOURCES (USES)</b>					
Operating transfers in (Lottery)	90,675	-	60,000	(30,675)	66%
Operating transfers out (EDF, OSP, CIP)	(1,456,500)	(16,396)	(1,294,278)	162,222	89%
Bond/registered warrant proceeds	-	-	-	-	0%
<b>Total other Financing Sources (Uses)</b>	<b>(1,365,825)</b>	<b>(16,396)</b>	<b>(1,234,278)</b>	<b>131,547</b>	<b>90%</b>
<b>EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES</b>					
	<b>\$ (1,324,634)</b>	<b>\$ 1,729,085</b>	<b>\$ (893,374)</b>	<b>\$ 431,260</b>	

**CITY OF LAVISTA, NEBRASKA**  
**COMBINED STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCE-PROPRIETARY FUNDS**  
**For the eleven months ending August 31, 2017**  
**92% of the Fiscal Year 2017**

<u>Preliminary</u>	<u>Sewer Fund</u>				
	<u>Budget</u>	<u>MTD Actual</u>	<u>YTD Actual</u>	<u>(Under) Budget</u>	<u>% of Budget Used</u>
<b><u>REVENUES</u></b>					
User fees	\$ 4,033,536	\$ 307,004	3,118,374	\$ (915,162)	77%
Service charge and hook-up fees	101,282	800	161,941	60,659	160%
Grant Income	22,918	-	10,046	(12,872)	44%
Miscellaneous	450	62	180	(271)	40%
<b>Total Revenues</b>	<b>4,158,186</b>	<b>307,866</b>	<b>3,290,541</b>	<b>(867,645)</b>	<b>79%</b>
<b><u>EXPENDITURES</u></b>					
General & Administrative	604,748	37,705	491,928	(112,820)	81%
Maintenance	3,044,914	245,155	2,184,674	(860,240)	72%
Storm Water Grant	58,500	1,950	17,065	(41,435)	29%
Capital Outlay	79,780	3,076	44,439	(35,341)	56%
<b>Total Expenditures</b>	<b>3,787,942</b>	<b>287,886</b>	<b>2,738,106</b>	<b>(1,049,836)</b>	<b>72%</b>
<b>OPERATING INCOME (LOSS)</b>	<b>370,244</b>	<b>19,980</b>	<b>552,435</b>	<b>182,191</b>	
<b>NON-OPERATING REVENUE (EXPENSE)</b>					
Interest income	2,687	60	1,060	(1,627)	39%
	2,687	60	1,060	(1,627)	39%
<b>INCOME (LOSS) BEFORE OPERATING TRANSFERS</b>	<b>372,931</b>	<b>20,040</b>	<b>553,495</b>	<b>180,564</b>	
<b>OTHER FINANCING SOURCES (USES)</b>					
Operating transfers out (CIP)	-	-	(512)	(512)	0%
<b>NET INCOME (LOSS)</b>	<b>\$ 372,931</b>	<b>\$ 20,040</b>	<b>\$ 552,983</b>	<b>\$ 180,052</b>	

**Note:** City of Omaha billing (Maintenance Expense) in arrears for July, \$207,000. Adjusted (Under) Over Budget \$(27,000).

**CITY OF LAVISTA, NEBRASKA**  
**COMBINED STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES**  
**For the eleven months ending August 31, 2017**  
**92% of the Fiscal Year 2017**

<u>Preliminary</u>	<u>Debt Service Fund</u>				
	<u>Budget</u>	<u>MTD Actual</u>	<u>YTD Actual</u>	<u>Over(under) Budget</u>	<u>% of budget Used</u>
<u>REVENUES</u>					
Property Taxes	\$ 1,989,954	\$ 698,471	1,887,663	\$ (102,291)	95%
Sales and use taxes	2,174,920	191,188	1,692,300	(482,620)	78%
Payments in Lieu of taxes	15,000	-	88,851	73,851	592%
Interest income	11,087	690	7,774	(3,313)	70%
Other (Special Assessments; Fire Reimbursmt)	851,008	-	350,684	(500,324)	41%
<b>Total Revenues</b>	<b>5,041,969</b>	<b>890,349</b>	<b>4,027,272</b>	<b>(1,014,697)</b>	<b>80%</b>
<u>EXPENDITURES</u>					
Current:					
Administration	90,000	6,886	24,394	(65,606)	27%
Fire Contract Bond	300,056	25,005	275,055	(25,001)	92%
Debt service					
Principal	2,780,000	-	2,780,000	-	100%
Interest	772,897	25,323	566,872	(206,025)	73%
<b>Total Expenditures</b>	<b>3,942,953</b>	<b>57,214</b>	<b>3,646,321</b>	<b>(296,632)</b>	<b>92%</b>
<u>REVENUES NET OF EXPENDITURES</u>	<u>1,099,016</u>	<u>833,135</u>	<u>380,951</u>	<u>(718,065)</u>	
<u>OTHER FINANCING SOURCES (USES)</u>					
Operating transfers in (Lottery Bond)	-	885,119	-	-	0%
Operating transfers out (CIP)	(7,661,200)	(2,771)	(499,793)	7,161,407	7%
Bond/registered warrant proceeds	10,000,000	-	-	(10,000,000)	0%
<b>Total other Financing Sources (Uses)</b>	<b>2,338,800</b>	<b>882,348</b>	<b>(499,793)</b>	<b>(2,838,593)</b>	
<u>EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES</u>					
	\$ 3,437,816	\$ 1,715,484	\$ (118,842)	\$ (3,556,658)	

**CITY OF LAVISTA, NEBRASKA**  
**COMBINED STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES**  
**For the eleven months ending August 31, 2017**  
**92% of the Fiscal Year 2017**

<u>Preliminary</u>	<u>Capital Fund</u>				
	<u>Budget</u>	<u>MTD Actual</u>	<u>YTD Actual</u>	<u>Over(under) Budget</u>	<u>% of budget Used</u>
<u>REVENUES</u>					
Interest income	\$ 117	\$ -	\$ 31	\$ (86)	26%
Grant Income	-	-	-	-	0%
Interagency	136,500	-	-	(136,500)	0%
Total Revenues	136,617	-	31	(136,586)	0%
<u>EXPENDITURES</u>					
Current:					
Capital outlay	17,141,700	628,763	7,741,685	(9,400,015)	45%
Total Expenditures	17,141,700	628,763	7,741,685	(9,400,015)	45%
<u>REVENUES NET OF EXPENDITURES</u>	<u>(17,005,083)</u>	<u>(628,763)</u>	<u>(7,741,654)</u>	<u>9,263,429</u>	
<u>OTHER FINANCING SOURCES (USES)</u>					
Operating transfers in	17,005,200	214,201	7,495,465	(9,509,735)	44%
Operating transfers out	-	(885,119)	-	-	0%
Bond/registered warrant proceeds	-	-	-	-	0%
Total other Financing Sources (Uses)	17,005,200	(670,918)	7,495,465	(9,509,735)	44%
<u>EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES</u>					
	\$ 117	\$ (1,299,681)	\$ (246,189)	\$ (246,306)	

Note: Operating transfers in and expenditures include land purchase of \$4,265,102.



**CITY OF LAVISTA, NEBRASKA**  
**COMBINED STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES**  
**For the eleven months ending August 31, 2017**  
**92% of the Fiscal Year 2017**

<u>Preliminary</u>	<u>Lottery Fund</u>				
	<u>Budget</u> <u>(12 month)</u>	<u>MTD</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	<u>Over(under)</u> <u>Budget</u>	<u>% of budget</u> <u>Used</u>
<b><u>REVENUES</u></b>					
Lottery Rev/Community Betterment	\$ 1,000,000	\$ 68,031	\$ 812,278	\$ (187,722)	81%
Lottery Tax Form 51	360,000	27,213	324,807	(35,193)	90%
Event Revenue	25,700	5,000	31,503	5,803	123%
Interest income	8,957	230	2,720	(6,237)	30%
Miscellaneous / Other	-	-	-	-	0%
<b>Total Revenues</b>	<b>1,394,657</b>	<b>100,474</b>	<b>1,171,308</b>	<b>(223,349)</b>	<b>84%</b>
<b><u>EXPENDITURES</u></b>					
Current:					
Professional Services	246,466	4,410	138,618	(107,848)	56%
Salute to Summer	29,900	778	35,172	5,272	118%
Community Events	9,090	330	8,972	(118)	99%
Events - Marketing	26,600	1,383	10,067	(16,533)	38%
Recreation Events	9,400	877	5,082	(4,318)	54%
Concert & Movie Nights	10,200	593	7,243	(2,957)	71%
Travel & Training	13,420	-	5,814	(7,606)	43%
State Taxes	360,000	27,213	324,807	(35,193)	90%
Other	-	-	-	-	0%
Capital outlay	4,000	-	-	(4,000)	0%
<b>Total Expenditures</b>	<b>709,076</b>	<b>35,585</b>	<b>535,776</b>	<b>(173,300)</b>	<b>76%</b>
<b><u>REVENUES NET OF EXPENDITURES</u></b>	<b>685,581</b>	<b>64,889</b>	<b>635,533</b>	<b>(50,048)</b>	
<b><u>OTHER FINANCING SOURCES (USES)</u></b>					
Operating transfers in	170,843	-	223,135	52,292	131%
Operating transfers out	(720,675)	-	(493,337)	227,338	68%
Bond/registered warrant proceeds	-	-	-	-	
<b>Total other Financing Sources (Uses)</b>	<b>(549,832)</b>	<b>-</b>	<b>(270,202)</b>	<b>279,630</b>	<b>49%</b>
<b>EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES</b>	<b>\$ 135,749</b>	<b>\$ 64,889</b>	<b>\$ 365,330</b>	<b>\$ 229,581</b>	

**CITY OF LAVISTA, NEBRASKA**  
**COMBINED STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCE-PROPRIETARY FUNDS**  
**For the eleven months ending August 31, 2017**  
**92% of the Fiscal Year 2017**

<u>Preliminary</u>	<u>Golf Course Fund</u>				
	<u>Budget</u>	<u>MTD Actual</u>	<u>YTD Actual</u>	<u>(Under) Budget</u>	<u>% of Budget Used</u>
<b><u>REVENUES</u></b>					
Greens Fees	\$	\$ -	\$ 759	\$ 759	0%
Carts		-	250	250	0%
Concessions		-	607	607	0%
<b>Total Golf Proceeds</b>	<u>-</u>	<u>-</u>	<u>1,616</u>	<u>1,616</u>	<u>0%</u>
Pro-Shop Merchandise		-	25	25	0%
Fee Income		-	76	76	0%
Miscellaneous		-	-	-	0%
<b>Total Other Revenue</b>	<u>-</u>	<u>-</u>	<u>101</u>	<u>101</u>	<u>0%</u>
<b>Total Revenue</b>	<u>-</u>	<u>-</u>	<u>1,717</u>	<u>1,717</u>	<u>0%</u>
<b><u>EXPENDITURES</u></b>					
General & Administrative		-	5,227	5,227	0%
Cost of merchandise sold		-	-	-	0%
Maintenance		-	972	972	0%
Capital Outlay		-	-	-	0%
<b>Total Expenditures</b>	<u>-</u>	<u>-</u>	<u>6,199</u>	<u>6,199</u>	<u>0%</u>
<b>OPERATING INCOME (LOSS)</b>	<u>-</u>	<u>-</u>	<u>(4,482)</u>	<u>(4,482)</u>	
<b><u>NON-OPERATING REVENUE (EXPENSE)</u></b>					
Interest income		-	152	152	0%
	<u>-</u>	<u>-</u>	<u>152</u>	<u>152</u>	<u>0%</u>
<b>INCOME (LOSS) BEFORE OPERATING TRANSFERS</b>	<u>-</u>	<u>-</u>	<u>(4,330)</u>	<u>(4,330)</u>	
<b><u>OTHER FINANCING SOURCES (USES)</u></b>					
Operating transfers in (Lottery)				-	0%
Operating transfers out (Lottery)	<u>(170,843)</u>	<u>-</u>	<u>(223,135)</u>	<u>(52,292)</u>	<u>131%</u>
<b>NET INCOME (LOSS)</b>	<u>\$ (170,843)</u>	<u>\$ -</u>	<u>\$ (227,464)</u>	<u>\$ (56,621)</u>	

**CITY OF LAVISTA, NEBRASKA**  
**COMBINED STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES**  
**For the eleven months ending August 31, 2017**  
**92% of the Fiscal Year 2017**

<u>Preliminary</u>	<u>Economic Development</u>				
	<u>Budget</u> <u>(12 month)</u>	<u>MTD</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	<u>Over(under)</u> <u>Budget</u>	<u>% of budget</u> <u>Used</u>
<b><u>REVENUES</u></b>					
JQH Payment	16,997,264	-	889,930	(16,107,334)	5%
Interest income	30,067	-	-	(30,067)	0%
<b>Total Revenues</b>	<b>17,027,331</b>	<b>-</b>	<b>889,930</b>	<b>(16,137,401)</b>	<b>5%</b>
<b><u>EXPENDITURES</u></b>					
Current:					
Community Development	-	-	-	-	0%
Professional Services	10,000	-	500	(9,500)	5%
Debt service: (Warrants)					0%
Principal	730,000	-	730,000	-	100%
Interest	1,265,741	-	1,265,741	-	100%
<b>Total Expenditures</b>	<b>2,005,741</b>	<b>-</b>	<b>1,996,241</b>	<b>(9,500)</b>	<b>100%</b>
<b><u>REVENUES NET OF EXPENDITURES</u></b>	<b><u>15,021,590</u></b>	<b><u>-</u></b>	<b><u>(1,106,311)</u></b>	<b><u>(16,127,901)</u></b>	
<b><u>OTHER FINANCING SOURCES (USES)</u></b>					
Operating transfers in	800,000	-	800,000	-	100%
Operating transfers out	-	-	-	-	0%
Bond/registered warrant proceeds		-	-	-	0%
<b>Total other Financing Sources (Uses)</b>	<b>800,000</b>	<b>-</b>	<b>800,000</b>	<b>-</b>	<b>100%</b>
<b><u>EXCESS OF REVENUES AND OTHER FINANCING</u></b>					
<b><u>SOURCES OVER (UNDER) EXPENDITURES</u></b>					
<b>AND OTHER FINANCING USES</b>	<b>\$ 15,821,590</b>	<b>\$ -</b>	<b>\$ (306,311)</b>	<b>\$ (16,127,901)</b>	

**CITY OF LAVISTA, NEBRASKA**  
**COMBINED STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES**  
**For the eleven months ending August 31, 2017**  
**92% of the Fiscal Year 2017**

<u>Preliminary</u>	<u>Off Street Parking</u>				
	<u>Budget</u> <u>(12 month)</u>	<u>MTD</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	<u>Over(under)</u> <u>Budget</u>	<u>% of budget</u> <u>Used</u>
<b>REVENUES</b>					
Interest income	514	3	28	(486)	5%
<b>Total Revenues</b>	<u>514</u>	<u>3</u>	<u>28</u>	<u>(486)</u>	<u>5%</u>
<b>EXPENDITURES</b>					
Current:					
General & Administrative	20,116	2,977	14,342	(5,774)	71%
Professional Services		-	-		0%
Maintenance	19,500	143	7,346	(12,154)	38%
Debt service: (Warrants)					
Principal	475,000	-	475,000	-	100%
Interest	81,003	-	81,003	(1)	100%
<b>Total Expenditures</b>	<u>595,619</u>	<u>3,120</u>	<u>577,690</u>	<u>(17,929)</u>	<u>97%</u>
<b>REVENUES NET OF EXPENDITURES</b>	<u>(595,105)</u>	<u>(3,117)</u>	<u>(577,662)</u>	<u>17,443</u>	
<b>OTHER FINANCING SOURCES (USES)</b>					
Operating transfers in	590,000	2,516	442,357	(147,643)	75%
Operating transfers out					0%
Bond/registered warrant proceeds		-	-	-	0%
<b>Total other Financing Sources (Uses)</b>	<u>590,000</u>	<u>2,516</u>	<u>442,357</u>	<u>(147,643)</u>	<u>75%</u>
<b>EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES</b>	<u>\$ (5,105)</u>	<u>\$ (601)</u>	<u>\$ (135,305)</u>	<u>\$ (130,200)</u>	

**CITY OF LAVISTA, NEBRASKA**  
**COMBINED STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES**  
**For the eleven months ending August 31, 2017**  
**92% of the Fiscal Year 2017**

<b>Preliminary</b>	<b>Redevelopment Fund</b>				
	<b>Budget (12 month)</b>	<b>MTD Actual</b>	<b>YTD Actual</b>	<b>Over(under) Budget</b>	<b>% of budget Used</b>
<b>REVENUES</b>					
Sales and use taxes	2,174,920	191,188	1,692,300	(482,620)	78%
Interest income	23,842	1,114	12,865	(10,977)	54%
<b>Total Revenues</b>	<b>2,198,762</b>	<b>192,302</b>	<b>1,705,165</b>	<b>(493,597)</b>	<b>78%</b>
<b>EXPENDITURES</b>					
Current:					
Community Development	-	-	-	-	0%
Professional Services	102,000	4,550	79,250	(22,750)	78%
Financial / Legal Fees	50,000	5,561	137,717	87,717	275%
Debt service: (Warrants)					
Principal	11,210,000	-	-	(11,210,000)	0%
Interest	114,229	56,075	114,331	102	100%
<b>Total Expenditures</b>	<b>11,476,229</b>	<b>66,186</b>	<b>331,298</b>	<b>(11,144,931)</b>	<b>3%</b>
<b>REVENUES NET OF EXPENDITURES</b>	<b>(9,277,467)</b>	<b>126,116</b>	<b>1,373,867</b>	<b>10,651,334</b>	
<b>OTHER FINANCING SOURCES (USES)</b>					
Operating transfers in			-	-	0%
Operating transfers out	(8,647,500)	(197,550)	(6,509,903)	2,137,597	75%
Bond/registered warrant proceeds	13,100,170	-	-	(13,100,170)	0%
<b>Total other Financing Sources (Uses)</b>	<b>4,452,670</b>	<b>(197,550)</b>	<b>(6,509,903)</b>	<b>(10,962,573)</b>	
<b>EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES</b>					
	\$ (4,824,797)	\$ (71,434)	\$ (5,136,036)	\$ (311,239)	

Note: Operating transfers out include land purchase of \$4,265,102.

A-5



# Invoice

Reference Invoice Number with Payment

HDR Engineering Inc.  
Omaha, NE 68114-4098  
Phone: (402) 399-1000

HDR Invoice No. 1200075740  
Invoice Date 21-SEP-2017  
Invoice Amount Due \$13,128.99  
Payment Terms 30 NET

City of La Vista  
Rita Ramirez  
8116 Park View Blvd  
La Vista, NE 68128

Remit To PO Box 74008202  
Chicago, IL 60674-8202  
Wire Transfer To Bank of America ML US  
ABA# 081000032  
Account# 355004076604

Project Management for Services for Public Improvements and Other Works.

Professional Services  
From: 06-AUG-2017 To: 02-SEP-2017

Professional Services Summarization	Hours	Billing Rate	Amount
Civil Engineer	20.25		2,672.06
Communications Coordinator	15.25		1,075.13
Communications Coordinator Sr	5.00		721.20
Graphic Designer 2	2.75		251.90
Multimedia Specialist	3.00		291.87
Project Controller	1.00		96.99
Project Manager	37.00		7,992.00
	84.25		\$13,101.15
Total Professional Services			\$13,101.15

Expense Summarization	Quantity	Billing Rate	Amount
Mileage Personal	52.00		27.84
Total Expenses			\$27.84

Amount Due This Invoice (USD) \$13,128.99

Fee Amount	\$649,972.00
Fee Invoiced to Date	\$132,090.07
Fee Remaining	\$517,881.93

HDR Internal Reference Only	
Client Number	41331
Cost Center	10134
Project Number	10053040

05.71.0909.03  
R. Ramirez  
10/6/17

Consent Agenda 10/17/17 @

# Invoice

HDR Invoice No. 1200075740  
 Invoice Date 21-SEP-2017

## Professional Services and Expense Detail

Project Number: 10053040 Project Description: LaVista-Project Mgmt Svcs  
 Task Number: 1.0 Task Description: Project Management

Professional Services		Hours	Billing Rate	Amount
Civil Engineer	Christiansen, Adam P.	8.00	103.86	830.88
Project Controller	Clifton, Rachel M	1.00	96.99	96.99
Project Manager	Koenig, Christopher J	35.00	216.00	7,560.00
		<b>44.00</b>		<b>\$8,487.87</b>
		<b>Total Professional Services</b>		<b>\$8,487.87</b>

Expense		Qty	Billing Rate	Amount
Mileage Personal	Koenig, Christopher J	52.00	0.53538	27.84
			<b>Total Expense</b>	<b>\$27.84</b>
			<b>Total Task</b>	<b>\$8,515.71</b>

## Professional Services and Expense Detail

Project Number: 10053040 Project Description: LaVista-Project Mgmt Svcs  
 Task Number: 2.0 Task Description: Construction Team Coordination

Professional Services		Hours	Billing Rate	Amount
Civil Engineer	Cain, Christopher A	12.25	150.30	1,841.18
Project Manager	Koenig, Christopher J	2.00	216.00	432.00
		<b>14.25</b>		<b>\$2,273.18</b>
		<b>Total Professional Services</b>		<b>\$2,273.18</b>
			<b>Total Task</b>	<b>\$2,273.18</b>

# Invoice

HDR Invoice No. 1200075740  
Invoice Date 21-SEP-2017

## Professional Services and Expense Detail

Project Number: 10053040  
Task Number: 3.0

Project Description: LaVista-Project Mgmt Svcs  
Task Description: Public Outreach

Professional Services		Hours	Billing Rate	Amount
Communications Coordinator	Obermueller, Kristen L	15.25	70.50	1,075.13
Communications Coordinator Sr	Rittershaus, Stephanie Gwen	5.00	144.24	721.20
Graphic Designer 2	DesRosiers, Gisele R	1.00	97.29	97.29
Graphic Designer 2	Rolfes, Christina A	1.75	88.35	154.61
Multimedia Specialist	DesRosiers, Gisele R	3.00	97.29	291.87
		<b>26.00</b>		<b>\$2,340.10</b>
		<b>Total Professional Services</b>		<b>\$2,340.10</b>
		<b>Total Task</b>		<b>\$2,340.10</b>



PAYMENT RECOMMENDATION NO. 6 ON CONTRACT FOR GOLF COURSE TRANSFORMATION,  
PHASE 1 GRADINGOwner: The City of La Vista, Nebraska  
8116 Park View Blvd.  
La Vista, NE 68128Contractor: Blade Masters Grounds Mntc, Inc.  
P.O. Box 167  
Bennington, NE 68007

ORIGINAL CONTRACT AMOUNT: \$1,121,368.50

AMOUNT OF PREVIOUS PAYMENT RECOMMENDATIONS: \$ 744,584.98

Item	Description	Approx. Quantities	Unit Price	Amount
1	Mobilization	1 LS	\$ 33,000.00 / LS	\$ 33,000.00
2	Install and Maintain Construction Entrance	1 EA	\$ 9,000.00 / EA	\$ 9,000.00
3	Existing Lake Draining/Dewatering	1 EA	\$ 33,000.00 / EA	\$ 33,000.00
4	Clearing and Grubbing	1 LS	\$ 24,000.00 / LS	\$ 24,000.00
5	Exploratory Excavation	5.25 HRS	\$ 133.00 / HRS	\$ 698.25
6	Remove and Replace Topsoil (17,000 CY Moved Twice)	17,200 CY	\$ 3.00 / CY	\$ 51,600.00
7	Common Excavation with Placement on Site	25,756 CY	\$ 4.20 / CY	\$ 108,175.20
8	Lake Excavation with Placement on Site	87,840 CY	\$ 6.00 / CY	\$ 527,040.00
9	Lake Excavation with Haul Off to Contractor's Designated Site	3,602 CY	\$ 8.33 / CY	\$ 30,004.66
10	Lake Excavation with Haul Off to School Site	0 CY	\$ 6.33 / CY	\$ 0.00
11	Scarify, Recompact and Stabilize Lake Bottom	0 SY	\$ 0.40 / SY	\$ 0.00
12	Construct Temporary Crossing Over existing Storm Sewer	3 LS	\$ 1,000.00 / LS	\$ 3,000.00
13	Remove and Dispose of Debris Including Markers, Sprinkler Lines and Drains from Sand Traps	1 LS	\$ 6,000.00 / LS	\$ 6,000.00
14	Remove and Salvage Bridge	0 LS	\$ 4,500.00 / LS	\$ 0.00
15	Remove Articulated Concrete Block	0 SF	\$ 3.00 / SF	\$ 0.00
16	Remove Pump Structure Enclosure and Waterline	1 LS	\$ 2,000.00 / LS	\$ 2,000.00
17	Remove Wood Retaining Wall	52 LF	\$ 6.00 / LF	\$ 312.00
18	Remove Chain link Fence	70 LF	\$ 8.00 / LF	\$ 560.00
19	Remove Golf Net Pole and Base	10 EA	\$ 330.00 / EA	\$ 3,300.00
20	Remove P.C.C. Cart Path with Full Depth Saw Cut	0 SF	\$ 0.80 / SF	\$ 0.00

Item	Description	Approx. Quantities		Unit Price		Amount
21	Remove A.C.C. Cart Path	1,400	SF	\$ 0.80 / SF	\$	1,120.00
22	Remove Rock Surfacing	0	SY	\$ 1.00 / SY	\$	0.00
23	Remove Abandoned Water Line	0	LF	\$ 10.00 / LF	\$	0.00
24	Remove Abandoned Sewer Line	0	LF	\$ 20.00 / LF	\$	0.00
25	Silt Fence, in place	6,833	LF	\$ 2.75 / LF	\$	18,790.75
26	Construct 6" P.C.C Trail	0	SF	\$ 5.00 / SF	\$	0.00
27	Construct 9" P.C.C. Trail	0	SF	\$ 6.00 / SF	\$	0.00
28	Place Type B Rip Rap with Geotextile Fabric	0	TON	\$ 60.00 / TON	\$	0.00
29	Seeding and Fertilizer with Erosion Control Fabric	0	SY	\$ 1.55 / SY	\$	0.00
30	Seeding and Fertilizer with Mulch	0	AC	\$ 2,700.00 / AC	\$	0.00
<b>TOTAL</b>						<b>\$ 851,600.86</b>
<b>LESS 5% RETAINED</b>						<b>\$ 42,580.04</b>
<b>LESS PREVIOUS PAYMENT RECOMMENDATIONS</b>						<b>\$ 744,584.98</b>
<b>AMOUNT DUE CONTRACTOR</b>						<b>\$ 64,435.84</b>

We recommend that payment in the amount of \$64,435.84 be made to Blade Masters Grounds Mntc, Inc.

Respectfully submitted,


THOMPSON, DREESSEN & DORNER, INC.

  
 Charles E. Riggs, P.E.  
 Contract Engineer

CER/tjp

cc: Blade Masters Grounds Mntc, Inc.

*Ok to pay  
 J.C. 10/13/17  
 05.41.0916.003*

*Consent Agenda 10/17/17* 

A-7



**Kissel, Kohout,  
ES Associates LLC**

301 South 13th Street Suite 400  
Lincoln, Nebraska 68508  
kisselkohoutes.com  
Phone: 402-476-1188  
Fax: 402-476-6167

**INVOICE  
October 1, 2017**

**Invoice # UCSC-LAV-1017**

**TO: United Cities of Sarpy County  
Brenda Gunn, City Administrator  
City of La Vista  
8116 Park View Blvd  
LaVista, Nebraska 68128**

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<b>For Legislative Services:</b>	<b>October 1, 2017 – September 30, 2018</b>	<b>\$8,729.93</b>
	<b>(\$43,675 – \$25.34/ 5 = \$8,729.93)</b>	

**TOTAL DUE: \$8,729.93**

**Please remit, net 30, to:**

**Joseph D. Kohout  
Kissel, Kohout, ES Associates LLC  
301 S. 13<sup>th</sup> Street, Suite 400  
Lincoln, NE 68508**

10-17-17  
Consent  
Agenda

1-11-0314

**THANK YOU FOR YOUR BUSINESS!!!**

Consent Agenda 10/17/17 (P)

A8



Thompson, Dreessen & Dorner, Inc.  
Consulting Engineers & Land Surveyors

## INVOICE

Please remit to:  
TD2 Nebraska Office  
10836 Old Mill Road; Omaha, NE 68154  
Office: 402/330-8860 Fax: 402/330-5866

TD2 South Dakota Office  
5000 S. Minnesota Ave., Ste. 300; Sioux Falls, SD 57108  
Office: 605/951-0886

CITY OF LA VISTA  
JOHN KOTTMANN  
9900 PORTAL ROAD  
LA VISTA, NE 68128

Invoice number 122752  
Date 09/25/2017

Project 0171-417 LA VISTA PHASE 1 GOLF  
COURSE TRANSFORMATION -  
PROPOSED LAKE IMPROVEMENTS

Professional Services from August 14, 2017 through September 10, 2017

PO #17-0089

Description	Contract Amount	Prior Billed	Remaining	Current Billed
Construction Staking	20,000.00	11,449.95	4,696.50	3,853.55 ✓
Construction Administration	4,000.00	4,000.00	0.00	0.00 ✓
Construction Observation	5,000.00	2,448.65	1,341.35	1,210.00 ✓
Construction Testing/Geotechnical Observation	120,000.00	17,774.31	94,566.24	7,659.45 ✓
Erosion Control Monitoring and Reporting Services	7,500.00	2,763.00	4,417.95	319.05 ✓
Grading "As-Built" Drawings	3,500.00	0.00	3,500.00	0.00
3D Visualization	3,500.00	3,500.00	0.00	0.00
Additional Design Team Meeting Attendance	2,000.00	1,428.95	13.35	557.70 ✓
Construction Phase Progress Meeting Attendance	7,500.00	3,541.55	3,555.75	402.70
Total	173,000.00	46,906.41	112,091.14	14,002.45

Invoice total 14,002.45

#### Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
122752	09/25/2017	14,002.45	14,002.45				
Total		14,002.45	14,002.45	0.00	0.00	0.00	0.00

Terms Net 30 Days. A Finance Charge of 1 1/2% Per Month (18% per Annum) Will Be Charged on Past Due Accounts. Also Liable for all Legal and Collection Fees. Invoices not paid within 90 days of the invoice date will be subject to possible lien filings.

O.K. to pay  
JMK 9-29-2017  
05-76.09K.003

Consent Agenda 10/17/17 @



Thompson, Dreessen & Dorner, Inc.  
Consulting Engineers & Land Surveyors

A-9  
INVOICE

Please remit to:  
TD2 Nebraska Office  
10836 Old Mill Road; Omaha, NE 68154  
Office: 402/330-8860 Fax: 402/330-5866

TD2 South Dakota Office  
5000 S. Minnesota Ave., Ste. 300; Sioux Falls, SD 57108  
Office: 605/951-0886

CITY OF LA VISTA  
JOHN KOTTMANN  
9900 PORTAL ROAD  
LA VISTA, NE 68128

Invoice number 122790  
Date 09/29/2017

Project 0171-413 BIG PAPIO CREEK SIPHON  
REPAIR

Professional Services from July 17, 2017 through September 10, 2017

PO #17-0089

Description	Current Billed
Topographic Survey	0.00
Engineering Services	1,111.31
Contract Administration and Project Management	
Construction Observation	316.35
Total	1,427.66

Invoice total 1,427.66

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
122790	09/29/2017	1,427.66	1,427.66				
	Total	1,427.66	1,427.66	0.00	0.00	0.00	0.00

Terms Net 30 Days. A Finance Charge of 1 1/2% Per Month (18% per Annum) Will Be Charged on Past Due Accounts. Also Liable for all Legal and Collection Fees. Invoices not paid within 90 days of the invoice date will be subject to possible lien filings.

O.K. to pay  
JMK 10-6-2017  
02.42.0314

Consent Agenda 10/17/17

A-10



Thompson, Dreessen & Dorner, Inc.  
Consulting Engineers & Land Surveyors

INVOICE

Please remit to:  
TD2 Nebraska Office  
10836 Old Mill Road; Omaha, NE 68154  
Office: 402/330-8860 Fax: 402/330-5866

TD2 South Dakota Office  
5000 S. Minnesota Ave., Ste. 300; Sioux Falls, SD 57108  
Office: 605/951-0886

CITY OF LA VISTA  
JOHN KOTTMANN  
9900 PORTAL ROAD  
LA VISTA, NE 68128

Invoice number 122789  
Date 09/29/2017  
Project 0171-408 THOMPSON CREEK PHASE 1

Professional Services from July 17, 2017 through September 10, 2017

P.O. #17-0089

Description	Current Billed
Task A-Project Start-up	0.00
Task B-Design Development	0.00
Task C-Construction Documentation	0.00
Task D-Phase 2 Grant Acquisition	0.00
Task E-Pre-Construction Monitoring	0.00
Construction Phase Services	198.85
Erosion control monitoring and reporting services	
Additional Services - OPPD	0.00
Total	198.85

Invoice total 198.85

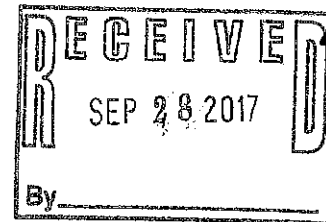
Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
122789	09/29/2017	198.85	198.85				
	Total	198.85	198.85	0.00	0.00	0.00	0.00

Terms Net 30 Days. A Finance Charge of 1 1/2% Per Month (18% per Annum) Will Be Charged on Past Due Accounts. Also Liable for all Legal and Collection Fees. Invoices not paid within 90 days of the invoice date will be subject to possible lien filings.

O.K to pay  
8/11/17 10-6-2017  
05.71.0915.003

Consent Agenda 10/17/17

**Invoice**

601 P St Suite 200  
PO Box 84608  
Lincoln, NE 68501-4608  
Tel 402.474.6311, Fax 402.474.5063

City of La Vista NE  
8116 Park View Blvd  
La Vista, NE 68128-2198

September 25, 2017

Invoice No: 285870

**Invoice Total \$32,617.83**

OA Project No. B16-0546 La Vista NE City Centre Phase 1 Public Infrastructure  
Professional services rendered August 6, 2017 through September 9, 2017 for work completed in accordance with agreement dated October 7, 2016 and Amendment #1 dated July 7, 2017 and Amendment #2 dated July 21, 2017.

NTP: 12.06.16  
City of La Vista Project No. CD-17-008

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Phase	400	Construction Services
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Total this Phase	0.00
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Phase	401	Construction Services 1B
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Total this Phase	0.00
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Phase	910	Amendment 1 Pavement Rehabilitation Topo Survey
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**Labor**

	Hours	Rate	Amount
Senior Technician	20.25	100.00	2,025.00 ✓
Group Leader	4.00	125.00	500.00 ✓
2-Man Survey Crew w/ GPS	48.25	150.00	7,237.50 ✓
Totals	72.50		9,762.50 ✓
Total Labor			9,762.50 ✓

Total this Phase	\$9,762.50
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Phase	911	Amendment 1 Pavement Rehabilitation Pavement Roadway Design
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INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS

Project	B16-0546	La Vista NE City Centre Phase 1 Public	Invoice	285870
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# **Labor**

	Hours	Rate	Amount	
Principal				
Egelhoff, Anthony	11.00	176.00	1,936.00 ✓	
Olsen, Jon	2.50	176.00	440.00 ✓	
Schnackenberg, Edward	2.50	176.00	440.00 ✓	
Assistant Professional				
Golka, Michael	1.00	106.00	106.00 ✓	
Luchtel, Michael	47.25	88.00	4,158.00 ✓	
Totals	64.25		7,080.00	
<b>Total Labor</b>				<b>7,080.00 ✓</b>
			<b>Total this Phase</b>	<b>\$7,080.00</b>

Phase	912	Amendment 1 Pavement Rehabilitation Bidding Documents & Process	
			<b>Total this Phase 0.00</b>

Phase	913	Amendment 1 Pavement Rehabilitation Project Management
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# **Labor**

	Hours	Rate	Amount	
Principal				
Egelhoff, Anthony	1.50	176.00	264.00 ✓	
Totals	1.50		264.00	
<b>Total Labor</b>				<b>264.00 ✓</b>
			<b>Total this Phase</b>	<b>\$264.00</b>

Phase	914	Amendment 1 Pavement Rehabilitation Construction Services	
			<b>Total this Phase 0.00</b>

Phase	915	Amendment 1 Pavement Rehabilitation Expenses	
			<b>Total this Phase 0.00</b>

Phase	920	Amendment 1 Access Improvements Topographic Survey
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INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS



Project	B16-0546	La Vista NE City Centre Phase 1 Public	Invoice	285870
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#### Labor

	Hours	Rate	Amount	
Team Leader	2.50	112.00	280.00 ✓	
Associate Surveyor	32.50	70.00	2,275.00 ✓	
2-Man Survey Crew w/ GPS	14.00	150.00	2,100.00 ✓	
Totals	49.00		4,655.00	
<b>Total Labor</b>				<b>4,655.00 ✓</b>
			<b>Total this Phase</b>	<b>\$4,655.00</b>

Phase 921 Amendment 1 Access Improvements Design

#### Labor

	Hours	Rate	Amount	
Principal				
Egelhoff, Anthony	6.00	176.00	1,056.00 ✓	
Olsen, Jon	2.50	176.00	440.00 ✓	
Assistant Professional				
Golka, Michael	.75	106.00	79.50 ✓	
Luchte, Michael	97.50	88.00	8,580.00 ✓	
CAD Operator				
Ostrander, Sarah	5.50	48.00	264.00 ✓	
Totals	112.25		10,419.50 ✓	
<b>Total Labor</b>				<b>10,419.50 ✓</b>
			<b>Total this Phase</b>	<b>\$10,419.50</b>

Phase 922 Amendment 1 Access Improvements Bidding Documents & Processing

**Total this Phase 0.00**

Phase 923 Amendment 1 Access Improvements Project Management

#### Labor

	Hours	Rate	Amount	
Principal				
Egelhoff, Anthony	1.25	176.00	220.00 ✓	
Totals	1.25		220.00	
<b>Total Labor</b>				<b>220.00 ✓</b>
			<b>Total this Phase</b>	<b>\$220.00</b>

Phase 924 Amendment 1 Access Improvements Construction Services

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS

Total this Phase 0.00

Phase 925 Amendment 1 Access Improvements Expenses

**Reimbursable Expenses**

Personal Vehicle Mileage	17.66	
<b>Total Reimbursables</b>	<b>17.66</b>	<b>17.66</b>

**Unit Billing**

Survey Supplies		38.73	
Field Vehicle	92.0 Miles @ 0.75	69.00	
Field Vehicle	88.0 Miles @ 0.75	66.00	
Field Vehicle	31.0 Miles @ 0.75	23.25	
Line Drawing-Bond		2.19	
<b>Total Units</b>		<b>199.17</b>	<b>199.17</b>

Total this Phase \$216.83 /

**Billing Limits**

	Current	Prior	To-Date
Total Billings	32,617.83	265,374.84	297,992.67
Limit			673,300.00
Balance Remaining			375,307.33

AMOUNT DUE THIS INVOICE \$32,617.83 /

**Outstanding Invoices**

Number	Date	Balance
283609	8/21/2017	64,474.45
<b>Total</b>		<b>64,474.45</b>

O.K. to pay  
\$32,617.83 10-6-2017

CD-17-008

05.71.0809.003

Authorized By: Anthony Egelhoff

Consent Agenda 10/17/17 (P)

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS

A-12

## City of La Vista City Council Consent Agenda

Address	Company	Amount Due to Omaha	GL Date	Amount in Liability Account	Difference	Remitted	Remitted to Account
12860-12868 Chandler Rd. Plaza	Lot 1, Andover Pointe	\$ 27,388.50	7/31/2017	\$ 27,388.50	\$ -	10/17/2017	02.00.0052.001
13376 Chandler Rd	Lot 37, Centech Bus. Park Wolfe Electric	\$ 8,751.52	9/11/2017	\$ 8,751.52	\$ -	10/17/2017	02.00.0052.001
					\$ -		
					\$ -		
					\$ -		
					\$ -		
		<u>\$ 36,140.02</u>		<u>\$ 36,140.02</u>	<u>\$ -</u>		

All funds have been received from the Companies for remittance to Omaha

Please include a copy of this worksheet and John Kottmann's letter with the check.

October 6, 2017



Mr. Ron Bartlett  
Quality Control Technician II  
City of Omaha-EQCD  
5600 South 10<sup>th</sup> Street  
Omaha, NE 68107-3501

RE: Omaha-La Vista WSA  
Sanitary Sr Connection Fee Reporting

Mr. Bartlett:

In accordance with Amendment No. 3 to the Wastewater Service Agreement between the City of Omaha and the City of La Vista, we are submitting payment in the amount of \$36,140.02. This amount is for one apartment building and one industrial building located in the portion of our WSA that is subject to Omaha sewer connection fees. I have enclosed a report form identifying the two buildings and the fee that was collected. If you have questions about this report, please contact me.

This submittal makes us current in the remittance of sewer connection fees. We will continue to make quarterly reports, even if no money has been collected, so that there is a definite reporting record for each quarter.

I understand that you will forward the enclosed payment to the City of Omaha Finance Division with instructions on recording the payment.

Submitted by:

  
John M. Kottmann, City Engineer

Encl

Cc Ms. Cindy Miserez, La Vista Finance Director w/encl

City Hall  
8116 Park View Blvd.  
La Vista, NE 68128-2198  
p: 402-331-4343  
f: 402-331-4375

Community Development  
8116 Park View Blvd.  
p: 402-593-6400  
f: 402-593-6445

Library  
9110 Giles Rd.  
p: 402-537-3900  
f: 402-932-6352

Police  
7701 South 96th St.  
p: 402-331-1582  
f: 402-331-7210

Public Works  
9900 Portal Rd.  
p: 402-331-8927  
f: 402-331-1051

Recreation  
8116 Park View Blvd.  
p: 402-331-3455  
f: 402-331-0299

[www.cityoflavista.org](http://www.cityoflavista.org)  
[info@cityoflavista.org](mailto:info@cityoflavista.org)

*Consent Agenda 10/17/17 (PD)*

**City Of La Vista**

# Remittance Calculation to Omaha Quarterly Report to City of Omaha

Date October 4, 2017

**Third Qtr of 2017**

Third Qtr of 2017				La Vista	La Vista	Omaha
Project	Legal	Address	Acres	Tract Fee Rate	Tract Conn Fee Collected	Sr. Conn. Fee Remitted, 95%
			Units			
Andover Pt Apt. Bldg 7	Lot 1, Andover Pointe	12860-12868 Chandler Rd. Plaza	30	\$ 9961.00	\$ 28,830.00	\$ 27,388.50
			Units	per Unit		
Wolfe Electric	Lot 37, Centech Bus. Park	13376 Chandler Rd	1.377	\$6,690.00	\$ 9,212.13	\$ 8,751.52
			Acres	per Acre		
			<b>Total</b>			\$ 36,140.02

# APPLICATION AND CERTIFICATION FOR PAYMENT

## TO OWNER:

City of LaVista, NE  
8116 Park View Blvd.  
LaVista, NE 68108

## FROM CONTRACTOR:

Anderson Excavating Co.  
1920 Dorcas St.  
Omaha, NE 68108

## CONTRACT FOR:

PROJECT: Demolition & Site Prep  
Mixed-Use Redevelopment Project Area  
CD-17-007

VIA ARCHITECT: Olsson Associated  
2111 South 67th St, Suite 200  
Omaha, NE 68106

AIA DOCUMENT G702

APPLICATION NO:

9

PAGE ONE OF TWO

PAGES

PERIOD TO: 8/31/2017

PROJECT NOS: 016-0546

CONTRACT DATE:

Distribution to:

OWNER  
ARCHITECT  
CONTRACTOR

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.  
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	1,092,235.10
2. Net change by Change Orders	\$	48,384.21
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	1,140,619.31
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	968,115.76
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	\$	58,405.79
b. % of Stored Material (Column F on G703)	\$	Included in above
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	48,405.79
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	919,709.97
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	797,905.25
8. CURRENT PAYMENT DUE	\$	121,804.72
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	220,909.34

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$81,633.81	
Total approved this Month	\$6,155.40	(\$39,405.00)
TOTALS	\$87,789.21	(\$39,405.00)
NET CHANGES by Change Order	\$48,384.21	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Anderson Excavating Co.

By: Virginia M. Anderson Date: October 5, 2017

State of: Nebraska County of: Douglas  
Subscribed and sworn to before me this 5th day of October, 2017  
Notary Public: ILENE K. KAHLER  
My Commission expires: January 30, 2019

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 121,804.72

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: Engineer

By: Tom Date: 10/6/17

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Consent Agenda 10/17/17 (pb)

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# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 9 OF 9

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 9

APPLICATION DATE: 8/6/2017

PERIOD TO: 8/31/2017

ARCHITECT'S PROJECT NO: CD-17-007

A	B	C	D	E	F	G	H	I	J
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE) 5%
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
101	Phase 1 Building Demo	\$378,000.00	\$357,000.00	\$0.00	\$0.00	\$357,000.00	94.44%	\$21,000.00	\$17,850.00
102	Phase 2 Building Demo	\$27,035.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$27,035.00	\$0.00
103	Phase 1 Utility Demo	\$86,900.00	\$81,500.00	\$5,400.00	\$0.00	\$86,900.00	100.00%	\$0.00	\$4,345.00
104	Phase 2 Utility Demo	\$9,900.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$9,900.00	\$0.00
105	Phase 1 Clearing & Grubbing	\$16,000.00	\$16,000.00	\$0.00	\$0.00	\$16,000.00	100.00%	\$0.00	\$800.00
106	Phase 2 Clearing & Grubbing	\$2,600.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,600.00	\$0.00
107	Phase 1 Pavement Removal	\$193,835.25	\$176,390.00	\$0.00	\$0.00	\$176,390.00	91.00%	\$17,445.25	\$8,819.50
108	Phase 2 Pavement Removal	\$25,128.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$25,128.00	\$0.00
109	Excavation On-site	\$176,895.30	\$144,000.00	\$25,000.00	\$0.00	\$169,000.00	95.54%	\$7,895.30	\$8,450.00
110	Embankment- Borrow	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
111	Install Silt Fence	\$11,718.00	\$11,718.00	\$0.00	\$0.00	\$11,718.00	100.00%	\$0.00	\$585.90
112	Construction Entrance	\$3,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,500.00	\$0.00
113	Install Curb Inlet Protection	\$4,800.00	\$4,800.00	\$0.00	\$0.00	\$4,800.00	100.00%	\$0.00	\$240.00
114	Install Area Inlet Protection	\$21.00	\$21.00	\$0.00	\$0.00	\$21.00	100.00%	\$0.00	\$1.05
115	Install Erosion Control Blanket	\$7,600.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$7,600.00	\$0.00
116	Install Seeding- Type B	\$23,100.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$23,100.00	\$0.00
117	Install Cover Crop Seeding	\$9,100.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$9,100.00	\$0.00
118	Install Mulching	\$18,200.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$18,200.00	\$0.00
119	Install Anti-Vortex Device	\$16,600.00	\$10,000.00	\$6,600.00	\$0.00	\$16,600.00	100.00%	\$0.00	\$830.00
A1	Phase 1 Concrete Crushing	\$38,471.25	\$38,471.25	\$0.00	\$0.00	\$38,471.25	100.00%	\$0.00	\$1,923.56
B1	Delay Cost Claim Items	\$91,215.51	\$0.00	\$91,215.51	\$0.00	\$91,215.51	100.00%	\$0.00	\$4,560.78
GRAND TOTALS		\$1,140,619.31	\$839,900.25	\$128,215.51	\$0.00	\$968,115.76	85%	\$172,503.55	\$48,405.79

User: AHultberg

DB: La Vista

Check #	Check Date	Vendor Name	Amount	Voided
125267	10/06/2017	CHRIS MADDEN	1,650.00	N
125268	10/06/2017	DLR GROUP	64,438.88	N
125269	10/06/2017	LAMP RYNEARSON & ASSOCIATES	9,981.54	N
125270	10/06/2017	OLSSON ASSOCIATES	1,880.36	N
125271	10/06/2017	OMAHA PUBLIC POWER DISTRICT	168,767.04	N
125272	10/06/2017	PAPIO-MO RIVER NRD STORM WATER	1,000.62	N
125273	10/06/2017	YANO'S NURSERY	5,000.00	N
125274	10/11/2017	NE DEPT OF MOTOR VEHICLE-94789	26.40	N
125275	10/17/2017	4 SEASONS AWARDS	7.50	N
125276	10/17/2017	AA WHEEL & TRUCK SUPPLY INC	17.16	N
125277	10/17/2017	AMAZING ATHLETES OF GREATER OMA	150.00	N
125278	10/17/2017	AMERICAN LUNG ASSOCIATION	525.00	N
125279	10/17/2017	ASPHALT & CONCRETE MATERIALS	145.54	N
125280	10/17/2017	BARONE SECURITY SYSTEMS	120.00	N
125281	10/17/2017	BISHOP BUSINESS EQUIPMENT	266.68	N
125282	10/17/2017	BKD LLP	2,655.00	N
125283	10/17/2017	BLACK HILLS ENERGY	105.71	N
125284	10/17/2017	BROWN, ELIZABETH	38.84	N
125285	10/17/2017	CENTURY LINK	58.18	N
125286	10/17/2017	CENTURY LINK BUSN SVCS	101.37	N
125287	10/17/2017	CITY OF OMAHA	207,008.51	N
125288	10/17/2017	CITY OF PAPILLION	175,777.00	N
125289	10/17/2017	CONSOLIDATED MANAGEMENT	338.36	N
125290	10/17/2017	CONTINENTAL RESEARCH CORP	212.50	N
125291	10/17/2017	CULLIGAN OF OMAHA	6.00	N
125292	10/17/2017	D & B SALVAGE	159.50	N
125293	10/17/2017	DANIELSON/TECH SUPPLY INC	13,811.50	N
125294	10/17/2017	DATASHIELD CORPORATION	22.36	N
125295	10/17/2017	DEBBIE STANLEY	24.64	N
125296	10/17/2017	DULTMEIER SALES & SERVICE	10.68	N
125297	10/17/2017	DXP ENTERPRISES INC	15.90	N
125298	10/17/2017	FASTENAL COMPANY	48.86	N
125299	10/17/2017	FBG SERVICE CORPORATION	5,965.00	N
125300	10/17/2017	FELSBURG HOLT & ULLEVIG	1,046.25	N
125301	10/17/2017	FERGUSON ENTERPRISES INC #226	382.27	N
125302	10/17/2017	GALE	164.18	N
125303	10/17/2017	GCR TIRES & SERVICE	2,731.08	N
125304	10/17/2017	GUNN, BRENDA	352.00	N
125305	10/17/2017	HANEY SHOE STORE	150.00	N
125306	10/17/2017	HARTS AUTO SUPPLY	224.00	N
125307	10/17/2017	HOLYOAK, COLBY	40.00	N
125308	10/17/2017	HUNTEL COMMUNICATIONS, INC	57.50	N
125309	10/17/2017	HY-VEE INC	16.38	N
125310	10/17/2017	INDUSTRIAL SALES COMPANY INC	21.92	N
125311	10/17/2017	INGRAM LIBRARY SERVICES	1,561.92	N
125312	10/17/2017	ISLAND SPRINKLER SUPPLY COMPANY	72.22	N
125313	10/17/2017	JOHNSON HARDWARE COMPANY	113.28	N
125314	10/17/2017	KINDIG, DOUGLAS	214.00	N
125315	10/17/2017	MARK A KLINKER	200.00	N
125316	10/17/2017	LA VISTA COMMUNITY FOUNDATION	60.00	N
125317	10/17/2017	LEAGUE OF NEBRASKA MUNICIPA-	378.00	N
125318	10/17/2017	LOGAN CONTRACTORS SUPPLY	602.02	N
125319	10/17/2017	LUKASIEWICZ, BRIAN	236.00	N
125320	10/17/2017	MARK WAYNE CONSULTING	975.00	N
125321	10/17/2017	MAX I WALKER UNIFORM RENTAL	621.23	N
125322	10/17/2017	MC CANN PLUMBING SERVICE INC	89.00	N
125323	10/17/2017	MENARDS-RALSTON	685.08	N
125324	10/17/2017	METROPOLITAN COMMUNITY COLLEG	18,375.86	N
125325	10/17/2017	METROPOLITAN UTILITIES DIST.	1.17	N
125326	10/17/2017	MIDLANDS LIGHTING & ELECTRIC	1,440.55	N



User: AHultberg

DB: La Vista

Check #	Check Date	Vendor Name	Amount	Voided
125327	10/17/2017	MINITEX - CPP	115.00	N
125328	10/17/2017	MULHALL'S	17,801.64	N
125329	10/17/2017	NATIONAL EVERYTHING WHOLESALE	681.68	N
125330	10/17/2017	NEBRASKA ENVIRONMENTAL PRODS	371.82	N
125331	10/17/2017	NEBRASKA WELDING LTD	18.75	N
125332	10/17/2017	NEWMAN TRAFFIC SIGNS INC	110.90	N
125333	10/17/2017	OFFICE DEPOT INC	135.42	N
125334	10/17/2017	OMAHA COMPOUND COMPANY	63.55	N
125335	10/17/2017	OMAHA PUBLIC POWER DISTRICT	54,408.66	N
125336	10/17/2017	VOID	0.00	Y
125337	10/17/2017	VOID	0.00	Y
125338	10/17/2017	OMAHA WORLD-HERALD	963.59	N
125339	10/17/2017	ONE CALL CONCEPTS INC	314.91	N
125340	10/17/2017	PAPILLION LA VISTA SCHL DISTR	13,937.50	N
125341	10/17/2017	PAPILLION SANITATION	1,165.34	N
125342	10/17/2017	PHAM, RACHEL THUY LINH	120.00	N
125343	10/17/2017	PLAINS EQUIPMENT GROUP	821.40	N
125344	10/17/2017	POKORNY, KEVIN L	352.00	N
125345	10/17/2017	PROUHET, THOMAS	416.00	N
125346	10/17/2017	QUALITY AUTO REPAIR & TOWING	111.00	N
125347	10/17/2017	RAINBOW GLASS & SUPPLY	199.00	N
125348	10/17/2017	RAMIREZ, RITA M	416.00	N
125349	10/17/2017	READY MIXED CONCRETE COMPANY	1,200.71	N
125350	10/17/2017	RECORDED BOOKS, LLC	681.79	N
125351	10/17/2017	ROTELLA'S ITALIAN BAKERY	12.95	N
125352	10/17/2017	SAPP BROS INCORPORATED	4,425.00	N
125353	10/17/2017	SAPP BROS PETROLEUM INC	1,421.60	N
125354	10/17/2017	SARPY COUNTY COURTHOUSE	3,976.44	N
125355	10/17/2017	SCHEMMER ASSOCIATES INC	680.00	N
125356	10/17/2017	SOUTHERN UNIFORM & EQUIPMENT	300.12	N
125357	10/17/2017	SPENCER FANE LLP	5,561.50	N
125358	10/17/2017	STOLTENBERG NURSERIES	1,500.00	N
125359	10/17/2017	TED'S MOWER SALES & SERVICE	8.42	N
125360	10/17/2017	THORNBURG, JEFF	236.00	N
125361	10/17/2017	TIGHTON FASTENER & SUPPLY INC	99.00	N
125362	10/17/2017	TORNADO WASH LLC	645.00	N
125363	10/17/2017	TOSHIBA FINANCIAL SERVICES	138.00	N
125364	10/17/2017	TRANS UNION RISK AND	87.30	N
125365	10/17/2017	TRAVELERS	1,453.09	N
125366	10/17/2017	UNITE PRIVATE NETWORKS LLC	3,850.00	N
125367	10/17/2017	WICK'S STERLING TRUCKS INC	141.96	N
TOTAL:			810,090.58	

APPROVED BY COUNCIL MEMBERS ON: 10/17/2017

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COUNCIL MEMBER

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COUNCIL MEMBER

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COUNCIL MEMBER

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COUNCIL MEMBER

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COUNCIL MEMBER

**CITY OF LA VISTA**  
**MAYOR AND CITY COUNCIL REPORT**  
**OCTOBER 17, 2017 AGENDA (TABLED FROM THE OCTOBER 3, 2017 MEETING)**

<b>Subject:</b>	<b>Type:</b>	<b>Submitted By:</b>
SERVICE LINE WARRANTY PROGRAM REQUEST TO POSTPONE	RESOLUTION ORDINANCE RECEIVE/FILE	JOE SOUCIE DIRECTOR OF PUBLIC WORKS

**SYNOPSIS**

The City Council tabled action on a resolution to authorize the City to enter into a Marketing Agreement with Utility Service Partners Private Label, Inc. d/b/a Service Line Warranties of America until this meeting.

**FISCAL IMPACT**

N/A

**RECOMMENDATION**

Postpone until such time as a new agreement has been received and reviewed.

**BACKGROUND**

This item was tabled at the October 3, 2017 City Council meeting. The new agreement has not been received yet. Staff is requesting the Council postpone this item until staff has the new agreement and then it will be placed on a future agenda.

**CITY OF LA VISTA  
MAYOR AND CITY COUNCIL REPORT  
OCTOBER 17, 2017 AGENDA**

<b>Subject:</b>	<b>Type:</b>	<b>Submitted By:</b>
3D SELF STORAGE – CUP & PRELIMINARY PLAT, TAX LOT 8A1A, TAX LOT 8A1B 16-14-12, LOT 26 OAKDALE PARK (104 <sup>TH</sup> & HARRISON STREET)	◆ RESOLUTION (2) ORDINANCE RECEIVE/FILE	ANN BIRCH COMMUNITY DEVELOPMENT DIRECTOR

**SYNOPSIS**

A public hearing has been scheduled and resolutions prepared for Council to consider an application for a Conditional Use Permit and a Preliminary Plat to locate and operate a self-service storage facility on proposed Lot 1, Oakdale Park Storage, generally located at 104<sup>th</sup> and Harrison Street.

**FISCAL IMPACT**

N/A.

**RECOMMENDATION**

Approval.

**BACKGROUND**

A public hearing has been scheduled to consider an application submitted by 3D Self Storage – La Vista, LLC, for a Conditional Use Permit and a Preliminary Plat to locate and operate a self-service storage facility on proposed Lot 1, Oakdale Park Storage. The property is zoned I-2 Heavy Industrial; a self-service storage facility is listed in the I-2 District as a conditional use. The applicant proposes to construct a 51,373 sq. ft. storage building to be located on the southwest corner of 104<sup>th</sup> and Harrison Street.

A detailed staff report is attached.

The Planning Commission held a public hearing on September 21, 2017, and voted 6-2 to recommend approval of the Conditional Use Permit as the CUP request is consistent with the Comprehensive Plan and the Zoning Ordinance. The Commission also voted 6-2 to recommend approval of the Preliminary Plat as the platting request is consistent with the Comprehensive Plan and the Subdivision Regulations.

I:\Community Development\Planning Department\City Council\Blue Sheets\2017\ CUP – 3D Storage.docx

**RESOLUTION NO. 17-128**

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE EXECUTION OF A CONDITIONAL USE PERMIT FOR 3D SELF STORAGE – LA VISTA, LLC, TO OPERATE A SELF-SERVICE STORAGE FACILITY ON PROPOSED LOT 1, OAKDALE PARK STORAGE.

WHEREAS, 3D Self Storage – La Vista, LLC, has applied for approval of a conditional use permit for a self-service storage facility on proposed Lot 1, Oakdale Park Storage, located southwest of 104<sup>th</sup> Street and Harrison Street; and

WHEREAS, the La Vista Planning Commission has reviewed the application and recommends approval; and

WHEREAS, the Mayor and City Council of the City of La Vista are agreeable to the issuance of a conditional use permit for such purposes.

NOW THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of La Vista hereby authorize the execution of a Conditional Use Permit in form and content submitted at this meeting, with such modifications that the City Administrator or City Attorney may determine necessary or advisable, for 3D Self Storage – La Vista, LLC, to allow for a self-service storage facility on proposed Lot 1, Oakdale Park Storage.

PASSED AND APPROVED THIS 17TH DAY OF OCTOBER, 2017.

CITY OF LA VISTA

ATTEST:

\_\_\_\_\_  
Douglas Kindig, Mayor

\_\_\_\_\_  
Pamela A. Buethe, CMC  
City Clerk

**RESOLUTION NO. 17 - \_\_\_\_**

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA, FOR APPROVAL OF THE PRELIMINARY PLAT FOR TAX LOT 8A1A, TAX LOT 8A1B, AND LOT 26, OAKDALE PARK, TO BE REPLATTED AS LOTS 1 AND 2, OAKDALE PARK STORAGE, A SUBDIVISION LOCATED IN SECTION 16, TOWNSHIP 14 NORTH, RANGE 12 EAST OF THE 6TH P.M., IN SARPY COUNTY, NEBRASKA.

WHEREAS, the applicant, 3D Self Storage – La Vista, LLC, on behalf of the owners of the above described piece of property, have made application for approval of a preliminary plat for Tax Lot 8A1A, Tax Lot 8A1B, and Lot 26, Oakdale Park, in Section 16, T14N, R12E; and

WHEREAS, the City Engineer has reviewed the preliminary plat; and

WHEREAS, on September 21, 2017, the La Vista Planning Commission reviewed the preliminary plat and recommended approval.

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of La Vista, Nebraska, that the preliminary plat for Tax Lot 8A1A, Tax Lot 8A1B, and Lot 26, Oakdale Park, Section 16, Township 14 North, Range 12 East, to be replatted as Lots 1 and 2, Oakdale Park Storage, a subdivision located in Section 16, Township 14 North, Range 12 East of the 6<sup>th</sup> P.M., Sarpy County, Nebraska, generally located southwest of 104<sup>th</sup> Street and Harrison Street, be, and hereby is, approved.

PASSED AND APPROVED THIS 17<sup>TH</sup> DAY OF OCTOBER, 2017.

CITY OF LA VISTA

ATTEST:

\_\_\_\_\_  
Douglas Kindig, Mayor

\_\_\_\_\_  
Pamela A. Buethe, CMC  
City Clerk



**CITY OF LA VISTA  
PLANNING DIVISION**

**RECOMMENDATION REPORT**

CASE NUMBER: PCUP-17-0004  
PSPP-17-0003

FOR HEARING OF: October 21, 2017  
REPORT PREPARED ON: October 11, 2017

**I. GENERAL INFORMATION**

- A. APPLICANT:** 3D Self Storage – La Vista, LLC
- B. PROPERTY OWNER:** The Colonial Press
- C. LOCATION:** SW Corner of S. 104<sup>th</sup> and Harrison
- D. LEGAL DESCRIPTION:** Tax Lot 8A1A EXC PT for ROW and Tax Lot 8A1B 16-14-12, Lot 26 Oakdale Park
- E. REQUESTED ACTION(S):** Preliminary Plat and Conditional Use Permit to operate a *self-service storage facility*.
- F. EXISTING ZONING AND LAND USE:**  
I-2 Heavy Industrial; Tax Lot 8A1A is currently vacant. A print shop (Colonial Press) occupies Tax Lot 8A1B and Lot 26 Oakdale Park.
- G. PROPOSED USES:** The Conditional Use Permit (CUP) will allow the applicant to operate a *self-service storage facility*.
- H. SIZE OF SITE:** 4.59 acres

**II. BACKGROUND INFORMATION**

- A. EXISTING CONDITION OF SITE:** The topography of the property is relatively flat with a gradual slope to the south. A building (Colonial Press) and related parking occupies two of the lots, with the remainder of the property vacant.
- B. GENERAL NEIGHBORHOOD/AREA LAND USES AND ZONING:**
  - 1. **North:** Applewood Heights; R-4 Single-Family Residential District
  - 2. **East:** Cimarron Woods; R-1 Single-Family Residential District
  - 3. **South:** Lot 28B Oakdale Park, Tax Lot 8A2; I-2 Heavy Industrial District
  - 4. **West:** Lot 1 Rotella's First Addition; I-2 Heavy Industrial District

**C. RELEVANT CASE HISTORY:**

N/A

**D. APPLICABLE REGULATIONS:**

1. Section 5.14 of the Zoning Regulations – I-2 Heavy Industrial District
2. Article 6 of the Zoning Regulations – Conditional Use Permits
3. Section 3.03 of the Subdivision Regulations – Preliminary Plat Specifications

**III. ANALYSIS**

**A. COMPREHENSIVE PLAN:**

1. The Future Land Use Map of the Comprehensive Plan currently designates this property for industrial uses.

**B. OTHER PLANS: N/A**

**C. TRAFFIC AND ACCESS:**

1. Ingress will be from a right-in/right-out on 104<sup>th</sup> Street. Egress design will require users of the facility to travel through a series of gates that would push traffic west, through the proposed Lot 2 (Colonial Press) to 107<sup>th</sup> Street. Office visitors will be able to exit back onto 104<sup>th</sup> Street.
2. The traffic impact statement provided by Olsson Associates states a maximum of 58 daily visits is expected with a peak demand of 8 visits per hour between 11:00am and 1:00pm on Saturdays.

**D. UTILITIES:** All utilities are available to the site.

**E. PARKING REQUIREMENTS:** The development includes a 1,658 square foot office, which requires a minimum of 8 parking spaces. The site plan depicts 8 parking stalls. Through a review of the traffic volumes, it was determined that adequate space was provided in the loading/unloading areas of the facility.

**F. LANDSCAPING:** Section 7.17 of the zoning ordinance requires the planting of 1 tree per 40 feet of street frontage and a landscaped area of 15' is required along all street frontages. Through the conditional use permit review process additional landscaping was required along the frontages to soften the visual impact of the facility.

**IV. REVIEW COMMENTS:**

1. The conditional use permit specifically requires the proposed use to be limited to the operations described within the Operational Statement (Exhibit B).



2. Conditions “2d and 2e” of the conditional use permit specifically prohibit outdoor storage in conjunction with this use.
3. Condition “2g” of the conditional use permit requires the property to be developed and maintained in accordance with the site plan set and the landscaping plan. Due to concerns expressed at the Planning Commission meeting public hearing, condition “2h” was added to ensure the tree line along the south property line would be retained as much as possible. Due to storm water and development construction requirements, the tree line along the eastern edge of the property cannot be retained however new landscaping to be installed is shown on the landscaping plan.
4. As per condition “2i” of the conditional use permit, exterior lighting, when used, shall enhance the building design and the adjoining landscape. Fixtures shall be of a design and size compatible with the building and adjacent areas. Lighting shall be restrained in design and excessive brightness avoided. Lighting shall be designed to a standard that does not impact adjoining properties. Due to concerns expressed at the Planning Commission meeting public hearing, a requirement was added for the Planning Department to review the lighting plan prior to building permit issuance.
5. If the preliminary plat and conditional use permit are approved by City Council the applicant will need to apply for approval of the final plat to complete the platting process.

**V. STAFF RECOMMENDATION – CONDITIONAL USE PERMIT:**

Staff recommends approval of the Conditional Use Permit, contingent on the approval of the final plat and subdivision agreement for Oakdale Park Storage, as the CUP request is consistent with the Comprehensive Plan and the Zoning Ordinance.

**VI. STAFF RECOMMENDATION – PRELIMINARY PLAT:**

Staff recommends approval of the Preliminary Plat as the request is consistent with the Comprehensive Plan and the Subdivision Regulations.

**VII. PLANNING COMMISSION RECOMMENDATION – CONDITIONAL USE PERMIT:**

The Planning Commission held a public hearing on September 21, 2017 and, by a 6-2 vote, voted to recommend approval of the Conditional Use Permit as the CUP request is consistent with the Comprehensive Plan and the Zoning Ordinance.

**VIII. PLANNING COMMISSION RECOMMENDATION – PRELIMINARY PLAT:**

The Planning Commission held a public hearing on September 21, 2017 and, by a 6-2 vote, voted to recommend approval of the Preliminary Plat as the request is consistent with the Comprehensive Plan and the Subdivision Regulations.



**IX. ATTACHMENTS TO REPORT:**

1. Vicinity Map
2. Applicant's Operational Statement
3. Staff Review Letters
4. Draft CUP
5. Preliminary Plat Map Set
6. Email correspondence from Tom Demory
7. Email correspondence with John Walkenhorst

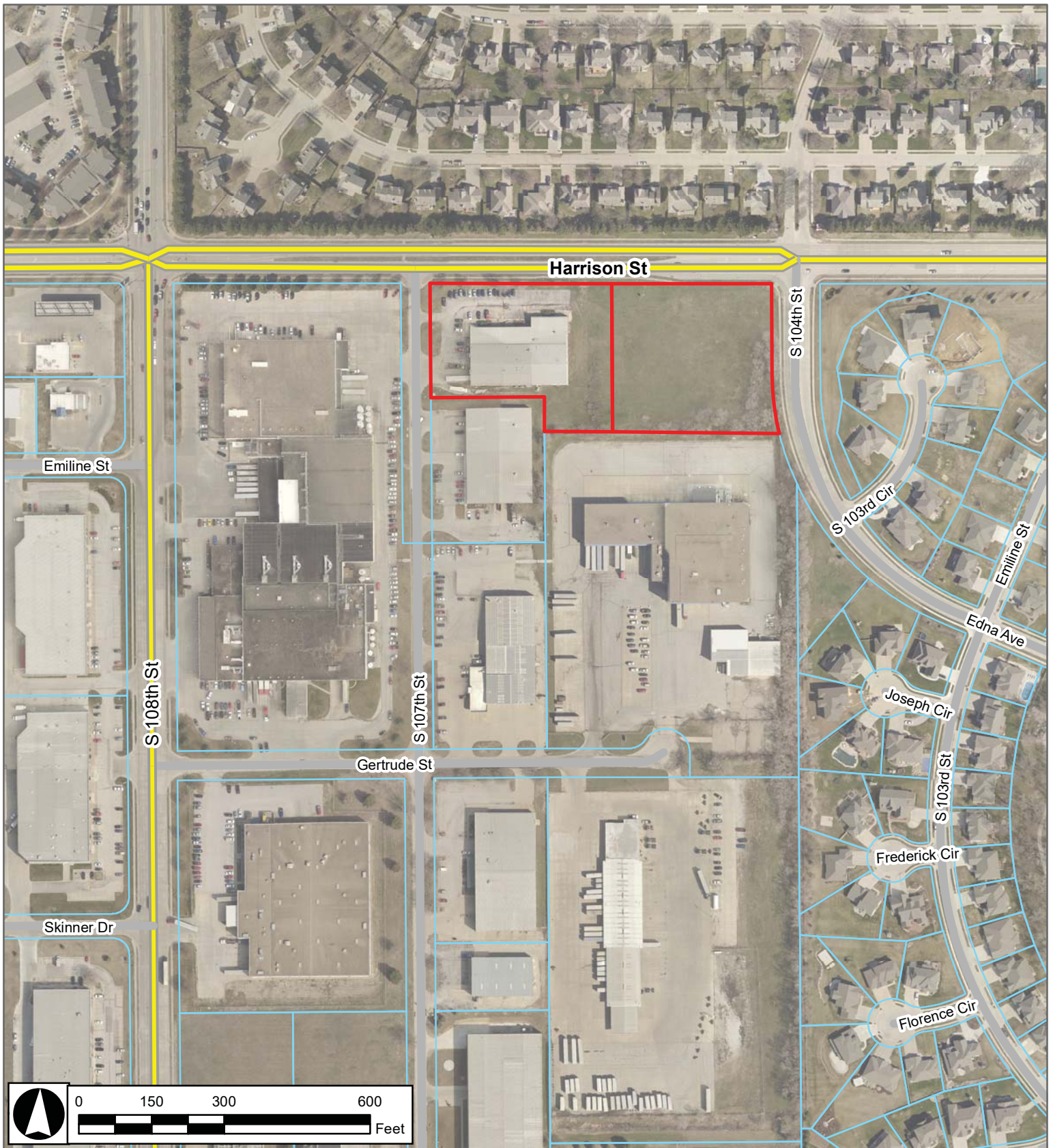
**X. COPIES OF REPORT TO:**

1. Jeff Lake – 3D Self Storage – La Vista, LLC; Applicant
2. Jan Visty – The Colonial Press; Property Owner
3. Aaron Wiese – Olsson Associates; Engineering Consultant
4. Mark Wolter – Cimarron Woods resident
5. Adam Studts – Cimarron Woods resident
6. Tim Muinov – Cimarron Woods resident
7. Public Upon Request

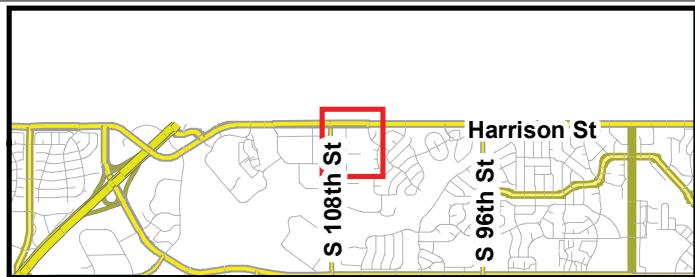
Prepared by

Community Development Director

Date



**Project Vicinity Map**



**Lot 26 - Oakdale Park & Tax Lot 8A1B  
& Tax Lot 8A1A**

8-24-2017  
JMC



# Exhibit “B”

## Statement of Proposed Use

### 3D SELF STORAGE FACILITY

SW CORNER OF 104<sup>TH</sup> & HARRISON ST.  
PROPOSED LOT 1, OAKDALE PARK STORAGE

#### General Purpose:

3D Self Storage Facility (Proposed Lot 1, Oakdale Park Storage) is a proposed climate controlled self-service storage facility offering indoor climate-controlled storage. No outside storage of materials, RV's, campers, boats, etc. will be allowed. The facility will own a moving truck for the use of its customers and will parked on site when not in use. A small parking lot will serve the office function of the facility.

#### Services Offered:

The building is a two-story building, with the following uses:

- First Floor
  - Climate Controlled Storage (51,373 SF with drive, 44,022 SF without drive)
  - Office Space (1,658 SF)
- Second Floor
  - Climate Controlled Storage (44,613 SF)

#### Customer Base:

The facility's customer base will consist of clients who are seeking both temporary or long-term climate controlled storage for personal or business storage purposes.

#### Hours of Operation (Secured Gate Access with Individual Codes):

Monday-Sunday: 6:00 am to 10:00 pm

#### Office Hours

Monday-Friday: 8:00 am to 6:00 pm

Saturday-Sunday: 9:00 am to 1:00 pm

#### Employees:

The facility will employ 1-2 full-time and 1-2 part-time workers.

#### Vehicle Circulation:

The circulation for the facility will be designed to minimize the impact on the adjacent Cimarron Woods residential neighborhood. Customers will enter from 104<sup>th</sup> Street on the southeast corner of the property through a right in / right out access and exit on the northwest corner of the property through an egress easement across proposed Lot 2, Oakdale Park Storage (currently owned by Colonial Press). One-way security gates will be utilized to require flow of customers to enter on the east side of the facility only and leave on the west side of the facility only. A channelization island on the northwest corner of the building will promote vehicles to exit to the egress easement. It is anticipated a small percentage of vehicles will exit to 104<sup>th</sup> Street when visiting the office only and not utilizing the storage components of the facility.

#### Lighting:

This facility will adhere to the City's lighting codes and will not have light spillage beyond the property lines.



July 20, 2017



Jeff Lake  
Summit Development Company  
P.O. Box 418  
Elkhorn, NE 68022

RE: Conditional Use Permit – Initial Review  
3D Self Storage

Mr. Lake:

Thank you for your submittal of the 3D Self Storage Conditional Use Permit (CUP) application. Staff has reviewed the initial submittal and has provided the following initial comments:

1. Landscaping is an important element in the buffering of an industrial use next to residential uses. The landscaping plan needs to be modified to include vegetative screening south of the east entrance drive. Although utilities run along the edges of this portion of the proposed development, there should be opportunities in this area to improve the landscaping along the street frontage.

If the applicant intends any monument signage for the proposed development, this aspect needs to be displayed on the CUP site plan and landscaping plan.

Long-term maintenance of landscaping is important in limiting potential for future conflicts between the proposed use and adjoining residential properties. A note needs to be added to the landscaping plan to state that landscaped areas shall be watered by an automatic irrigation system. A separate note needs to be added to the plan to require the landscaping contractor to provide a guarantee of at least one year. (Articles 6.05.01 and 6.05.02)

2. The properties surrounding the proposed Lot 1 area are already developed and therefore this use will not impede development of the surrounding property. (Article 6.05.03)
3. Adequate utilities and drainage plans are being proposed. Access-related aspects of Article 6.05.04 will be addressed under comment #4 below. (Article 6.05.04)
4. In relation to Article 6.05.05, the applicant has submitted a proposal showing the intent of traffic for Lot 1 to enter from 104<sup>th</sup> Street and to exit to the west, through Lot 2, to 107<sup>th</sup> Street. Small levels of traffic associated just with stops to the office are proposed to enter and exit from 104<sup>th</sup> Street.

**City Hall**  
8116 Park View Blvd.  
La Vista, NE 68128-2198  
p: 402-331-4343  
f: 402-331-4375

**Community Development**  
8116 Park View Blvd.  
p: 402-331-4343  
f: 402-331-4375

**Fire**  
8110 Park View Blvd.  
p: 402-331-4748  
f: 402-331-0410

**Golf Course**  
8305 Park View Blvd.  
p: 402-339-9147

**Library**  
9110 Giles Rd.  
p: 402-537-3900  
f: 402-537-3902

**Police**  
7701 South 96th St.  
p: 402-331-1582  
f: 402-331-7210

**Public Buildings & Grounds**  
8112 Park View Blvd.  
p: 402-331-4343  
f: 402-331-4375

**Public Works**  
9900 Portal Rd.  
p: 402-331-8927  
f: 402-331-1051

**Recreation**  
8116 Park View Blvd.  
p: 402-331-3455  
f: 402-331-0299

[www.cityoflavista.org](http://www.cityoflavista.org)  
[info@cityoflavista.org](mailto:info@cityoflavista.org)

Staff has concerns that traffic desiring to travel westbound on Harrison Street will find the path to the west difficult and may simply turnaround on Lot 2 to go back to 104<sup>th</sup> Street. The connection from Lot 1 to Lot 2 also creates the opportunity for employees/customers on Lot 2 to use Lot 1 to reach 104<sup>th</sup> Street.

Based on the operation, staff recommends either of these two options:

*Option 1:*

One-directional gates at points just north and west of the office for the building. The connection between Lot 1 and Lot 2 would be paved, but a one-directional gate would need to be installed at the lot line to only allow westbound access. These gates would need to be controlled by a fob system, or approved alternative.

***NOTE: Attached is a drawing of a proposed one-way circulation pattern submitted by the applicant with redlined notes of gate locations.***

*Option 2:*

Traffic enters and exits the site from 104<sup>th</sup> Street to Lot 1 and there would be no vehicular connection between Lot 1 and Lot 2. However, due to the size of the building, the development would need two means of access for fire apparatus. Hence, the easement between the proposed Lots 1 and 2 would need to remain and a geogrid, or some approved alternative, would need to be installed between the paved areas of the two lots to allow for secondary access for the Fire Department. Additionally, a gate or breakaway fencing, as approved by the Papillion Fire Department, would need to be installed.

A median break would be necessary on 104<sup>th</sup> Street to allow direct northbound access on 104<sup>th</sup>. The allowance for this break would need to be negotiated with SID 237. As part of such modification the landscaping removed from the island should be replaced by additional landscaping in Outlot B on the east side of 104<sup>th</sup> Street which appears to have adequate space to accommodate landscaping to screen the single family homes from this proposed development and driveway.

All such modifications would be at the expense of the applicant and plans for modification to the island and landscaping would be subject to review by SID 237. Subject to these recommendations, staff would not object to the proposed driveway connection to 104<sup>th</sup> Street. (Article 6.05.05)

***NOTE: The applicant has informed staff that they have met with the SID Board and Cimarron Woods Homeowners Association and they expressed opposition to this option.***

With either option, staff recommends that the driveway access point onto 104<sup>th</sup> Street be as far to the south on Lot 1 as possible (possibly 30 feet south of the location depicted).

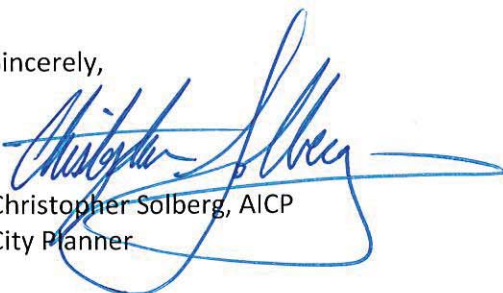
5. No comments were received regarding Article 6.05.06 through Article 6.05.09.
6. The applicant needs to provide a statement as to the expected daily and peak hour traffic volumes as requested in the staff comments regarding the preliminary plat. Based on the description of traffic volumes to date, it is very unlikely that this development would add volume sufficient to warrant a traffic signal at the 104<sup>th</sup> and Harrison intersection. The submitted statement on volumes would be further reviewed in regards to this item (Article 6.05.10)
7. The development plan contains adequate facilities to address storm water runoff subject to detailed design review. Subject to the recommendation provided comment #4 above, staff concludes the considerations in Article 6.05.11 to be addressed.

A draft Conditional Use Permit (CUP) will be forwarded to you in the coming days for your review. It should be noted that this is just a draft of the CUP document, the City Attorney will review the draft prior to forwarding it on to City Council.

Please submit 4 full size copies (along with electronic copies) of the revised documents. A timeline for review by Planning Commission and City Council will be determined after review of the revised documents.

Should you have any questions please contact me at 402-593-6402 or [csolberg@cityoflavista.org](mailto:csolberg@cityoflavista.org).

Sincerely,



Christopher Solberg, AICP  
City Planner

Enclosure

Cc: Ann Birch, Community Development Director  
John Kottmann, City Engineer  
Aaron Wiese, Olsson Associates  
Jan Visty, The Colonial Press  
File







August 7<sup>th</sup>, 2017

Attn: Christopher Solberg, City Planner  
La Vista Community Development Department  
8116 Park View Blvd.  
La Vista, NE 68128

cc: Jeff Lake, Developer  
Ann Birch, Community Development Director  
John Kottmann, City Engineer  
Jan Visty, The Colonial Press

**RE: 3D Self Storage CUP Application**  
**104<sup>th</sup> and Harrison Streets**  
**Olsson Project No. 017-1520**

To whom it may concern,

We received Review Comments for 3D Self Storage dated 07/20/2017. Please accept this letter and the attached exhibits as our re-submittal for approval of the above-mentioned application.

**1.0 Comment:**

- Landscaping is an important element in the buffering of an industrial use next to residential uses. The landscaping plan needs to be modified to include vegetative screening south of the east entrance drive.
- If the applicant intends any monument signage for the proposed development, this aspect needs to be displayed on the CUP site plan and landscaping plan.
- Long term maintenance of landscaping is important. A note needs to be added to the landscaping plan to state that landscaped areas shall be watered by an automatic irrigation system. A separate note needs to be added to the plan to require the landscaping contractor to provide a guarantee of at least one year.

**Response: ADDRESSED**

- *The landscaping plan has been modified to include vegetative screening south of the east entrance drive.*
- *No monument signage is being proposed with this development.*
- *A note has been added indicating automatic irrigation system will be required.*
- *A note has been added stating the landscaping contractor shall provide a guarantee of at least one year.*



**2.0 Comment:**

- The properties surrounding the proposed Lot 1 area are already developed and therefore this use will not impede development of the surrounding property.

**Response: NOTED**

**3.0 Comment:**

- *Adequate utilities and drainage plans are being proposed. Access-related aspects of Article 6.05.04 will be addressed under comment #4 below.*

**Response: NOTED**

**4.0 Comment:**

- Based on traffic operation, staff recommends either of these two options
  - Option 1: One-directional gates at points just north and west of the office for the building. The connection between Lot 1 and Lot 2 would be paved, but a one-directional gate would need to be installed at the lot line to only allow westbound access. These gates would need to be controlled by a fob system, or approved alternative.
  - Option 2: Traffic enters and exits the site from 104<sup>th</sup> Street to Lot 1 and there would be no vehicular connection between Lot 1 and Lot 2. A median break would be necessary on 104<sup>th</sup> Street to allow direct northbound access on 104<sup>th</sup>.
  - With either option, staff recommends that the driveway access point onto 104<sup>th</sup> Street be as far to the south on Lot 1 as possible (possibly 30 feet south of the location depicted).

**Response: ON-GOING**

- *Olsson Associates met with the City on Thursday 08/03/2017 to discuss the updated site plan in relation to the drive location. We are proceeding with a revised version of Option 1 due to a variety of reasons (grading, detention pond location, sight distance issues, opposition from the adjacent HOA and SID, etc...).*
- *At the recommendation of the City, an additional gate has been added at the northwest corner of the site. However, this gate will be located at the northwest corner of the building instead of at the lot line proposed by the City. As the City intended, this location limits Lot 2 vehicles from entering Lot 1 to access 104<sup>th</sup> Street. It also eliminates any possibility of Lot 1 visitors (who enter the building or gated area) from circling around the site and exiting to 104<sup>th</sup> Street.*
- *As discussed with the City, Lot 1's access drive has been shifted north. This drive location still meets the minimum design standards for driveway distance from Harrison Street. It's our understanding the HOA prefers this driveway location, as it pushes the parking stalls and office space to the northeast corner of the site. It will allow for the most optimum detention pond shape, size, and location as it provides an additional landscape buffer between the sight of the adjacent neighborhood.*

**5.0 Comment:**

- No comments were received regarding Article 6.05.06 through Article 6.05.09.

**Response: NOTED**

**6.0 Comment:**

- The applicant needs to provide a statement as to the expected daily and peak hour traffic volumes as requested in the staff comments regarding the preliminary plat.

**Response: ADDRESSED**

- *A statement of expected daily and peak hour traffic volumes is being provided. This information is pulled from a similar climate controlled storage unit in Elkhorn.*

**7.0 Comment:**

- The development plan contains adequate facilities to address storm water runoff subject to detailed design review. Subject to the recommendation provided comment #4 above, staff concludes the considerations in Article 6.05.11 to be addressed.

**Response: NOTED**

- *Since our original submittal on 07/03/17, we have met with the Rotella's property owners, and their representatives on 08/01/17, to the south to discuss connecting our stormwater discharge to their existing storm sewer system in lieu of discharging directly to 104<sup>th</sup> street via a curb cut. Currently, Rotella's conceptually agrees to this storm sewer design. A final post construction storm water management plan will be provided to Rotella's (or their engineer) for their review as well as the City. A storm sewer and drainage easement/agreement will be drafted between Rotella's and the proposed development which will discuss this shared storm sewer and also cover on-going maintenance. Our site will be limited to the pre-development discharge volumes for the 2, 10, and 100-year storm events. A PCSMP maintenance agreement for Lot 1 will also be provided.*

Thank you for your time and consideration. Please feel free to contact me if you have any questions, comments or require additional information. I can be reached at 402-341-1116.

Sincerely,



Aaron Wiese

Encl.

August 7<sup>th</sup>, 2017

Attn: John Kottmann, City Engineer  
La Vista Public Works  
9900 Portal Rd.  
La Vista, NE 68128

**3D Storage – La Vista Daily and Peak Hour Traffic Volumes**

Olsson Associates submitted a Preliminary Plat for the 3D Self Storage facility in La Vista on July 3<sup>rd</sup>, 2017. A comment received from the City of La Vista on July 20<sup>th</sup>, 2017 requested more information from the development team on traffic volumes for the proposed facility based on observations from other operating facilities. Olsson and the Developer met with the City on August 3<sup>rd</sup>, 2017 and verbally provided the traffic volumes from the 3D Self Storage in Elkhorn. Based on the information provided, a full traffic study was not required by the City.

Below is a brief memo of the anticipated traffic volumes for the 3D Self Storage project in La Vista on the southwest corner of 104<sup>th</sup> and Harrison Streets.

It is anticipated the proposed storage facility will generate a maximum of 58 daily visits to the facility upon full buildout. This value is based upon actual usage data gathered in 2017 during the months of May, June, and July from the existing Elkhorn 3D Storage facility near 210<sup>th</sup> Street & Cumberland Drive. The daily visits have been calibrated on a leasable square footage basis. The La Vista facility is 10% larger than the Elkhorn Facility. The months of May thru July were selected as they are typically the busiest months of the year. The Elkhorn 3D Storage facility is currently in 'lease up mode', which typically yields higher daily visits than when fully stabilized. As such, we'd expect the calibrated visits to the La Vista 3D Storage Facility to drop well below the maximum 58 daily visits to the facility once stabilized. We've provided what we believe to be the highest value for daily visits.

Proposed hourly peak demand for the facility has also been based upon data from the Elkhorn 3D Storage facility. We are expecting a maximum demand of around 20 visits over a 2-hour period, which is anticipated to occur from 11:00am to 1:00pm on Saturdays. Existing data suggests we don't expect more than 8 visits in any give hour during the rest of the week. We also feel the hourly peak visits will drop off much like the daily visits once the facility is fully stabilized.

Attached are traffic counts and an hourly activity chart for 3D Self Storage – Elkhorn.

Sincerely,



Lucas Weatherly, PE  
Encl.

## Traffic Counts for 3D Self Storage – Elkhorn

Data from May, June, July 2017

### Site Activity (Non-Office)

- 1571 Direct entrances from front (NE Door) during three-month period
  - 16.85 Entrances per day average
- 3195 Gate Entrances during three-month period
  - 35.5 Entrances per day average

Total = 52.35 per day average x 1.10 = 57.59 or 58 per day average for the La Vista Self Storage Facility

### Office Activity (New business)

- 257 Customers in Office during three-month period
  - 2.85 Customers per day

Sunday is .42 customers per day average

Monday is .45 customers per day average

Tuesday is .32 customers per day average

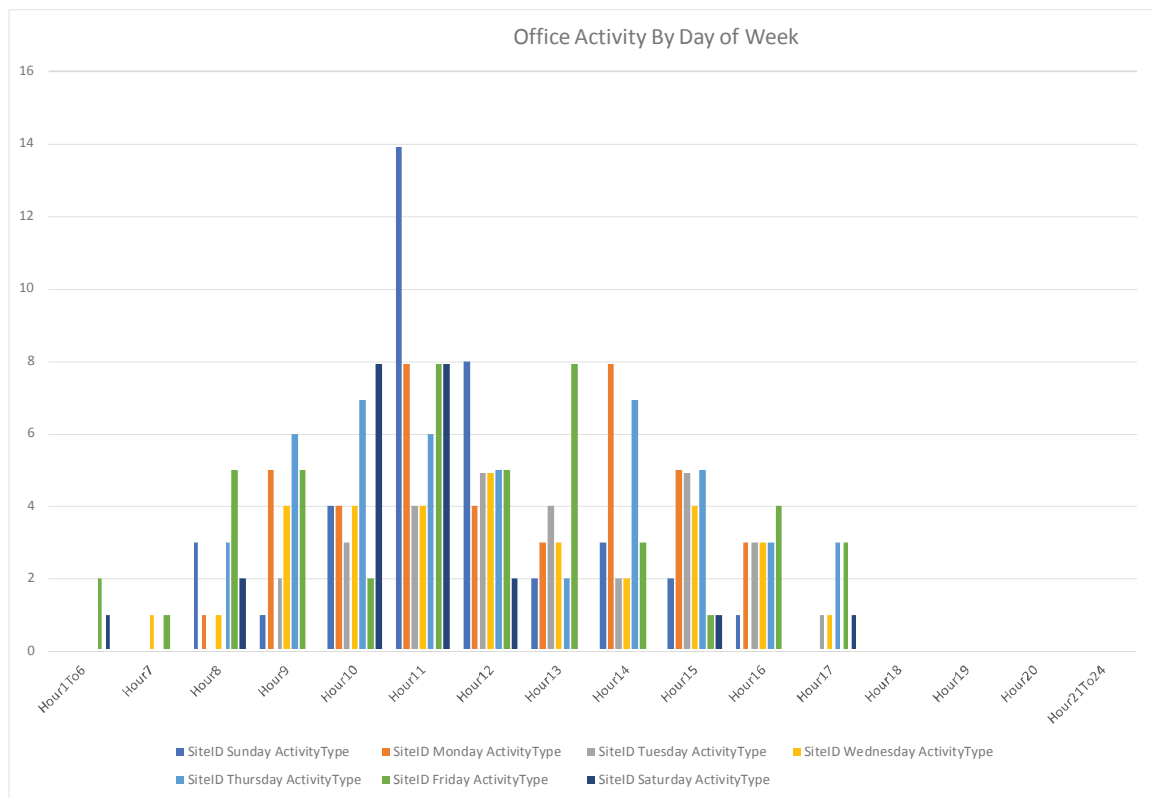
Wednesday is .35 customers per day average

Thursday is .52 customers per day average

Friday is .52 customers per day average

Saturday is .25 customers per day average

Chart attached shows office activity by the hour of day.





August 24, 2017

Jeff Lake  
Summit Development Company  
P.O. Box 418  
Elkhorn, NE 68022

RE: Preliminary Plat Application – 2<sup>nd</sup> Review  
Oakdale Park Storage (aka 3D Self Storage)

Mr. Lake,

We have reviewed the documents submitted for the above-referenced application. Based on the elements for consideration set forth in the applicable section of the Subdivision Regulations for the Preliminary Plat, the City finds the revised materials satisfactorily address the comments in the City's review letter dated July 20, 2017 with the following exceptions:

1. The Conceptual PCSMP plan submitted initially needs to be updated for the revised configuration of the site and revised drainage proposal.
2. The letter of August 7 indicates that a draft egress easement was provided. Staff has not received a copy of this document wishes to review the draft document to provide comments before it moves forward towards finalization.

In order for the Preliminary Plat to be considered for review at the September 21<sup>st</sup> Planning Commission meeting, a full, revised set of documents will need to be provided for Planning Commission Packets. Please submit 14 full-size copies (along with electronic copies) of the revised documents by noon on September 5, 2017 to ensure that the application stays on track for the review by the Planning Commission.

If you have any questions regarding these comments please feel free to contact me at any time.

Thank you,

  
Christopher Solberg, AICP  
City Planner

**City Hall**  
8116 Park View Blvd.  
La Vista, NE 68128-2198  
p: 402-331-4343  
f: 402-331-4375

**Community Development**  
8116 Park View Blvd.  
p: 402-331-4343  
f: 402-331-4375

**Fire**  
8110 Park View Blvd.  
p: 402-331-4748  
f: 402-331-0410

**Golf Course**  
8305 Park View Blvd.  
p: 402-339-9147

**Library**  
9110 Giles Rd.  
p: 402-537-3900  
f: 402-537-3902

**Police**  
7701 South 96th St.  
p: 402-331-1582  
f: 402-331-7210

**Public Buildings & Grounds**  
8112 Park View Blvd.  
p: 402-331-4343  
f: 402-331-4375

**Public Works**  
9900 Portal Rd.  
p: 402-331-8927  
f: 402-331-1051

**Recreation**  
8116 Park View Blvd.  
p: 402-331-3455  
f: 402-331-0299

[www.cityoflavista.org](http://www.cityoflavista.org)  
[info@cityoflavista.org](mailto:info@cityoflavista.org)



August 24, 2017



Jeff Lake  
Summit Development Company  
P.O. Box 418  
Elkhorn, NE 68022

RE: Conditional Use Permit – 2<sup>nd</sup> Review  
3D Self Storage

Mr. Lake:

Thank you for your re-submittal of the 3D Self Storage Conditional Use Permit (CUP) application. Staff has found that the revised materials have satisfactorily addressed the comments in the City's review letter dated July 20, 2017.

A primary concern by all parties has been traffic access and circulation. The trip generation information shows limited volumes of traffic expected at this facility, limited hours of operation and peak traffic periods that do not coincide with traditional AM/PM peak hour periods. Based upon the modified access controls to place gates in a manner reducing movements of traffic out of the facility onto 104<sup>th</sup> Street, the proposed traffic impact is expected to be minimal.

A draft Conditional Use Permit (CUP) has been included for your review. It should be noted that this is just a draft of the CUP document, the City Attorney will review the draft prior to forwarding it on to City Council.

In order for the CUP to be considered for review at the September 21<sup>st</sup> Planning Commission meeting, a full, revised set of documents will need to be provided for Planning Commission Packets. Please submit 14 full-size copies (along with electronic copies) of the revised documents by noon on September 5, 2017 to ensure that the application stays on track for the review by the Planning Commission.

Should you have any questions please contact me at 402-593-6402 or [csolberg@cityoflavista.org](mailto:csolberg@cityoflavista.org).

Sincerely,

Christopher Solberg, AICP  
City Planner

Cc: Ann Birch, Community Development Director  
John Kottmann, City Engineer  
Aaron Wiese, Olsson Associates  
Jan Visty, The Colonial Press  
File

**City Hall**  
8116 Park View Blvd.  
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[www.cityoflavista.org](http://www.cityoflavista.org)  
[info@cityoflavista.org](mailto:info@cityoflavista.org)

# **City of La Vista Conditional Use Permit**

## **Conditional Use Permit for Self-Storage Facility**

This Conditional Use Permit issued this 17th day of October, 2017, by the City of La Vista, a municipal corporation in the County of Sarpy County, Nebraska (“City”) to, 3D Self Storage – La Vista, LLC (“Owner”), pursuant to the La Vista Zoning Ordinance.

WHEREAS, Owner wishes to construct and operate a self-storage facility upon the following described tract of land within the City of La Vista zoning jurisdiction:

Lot 1, Oakdale Park Storage, a subdivision as surveyed, platted and recorded in the City of La Vista, Sarpy County, Nebraska.

WHEREAS, Owner has applied for a conditional use permit for the purpose of operating a self-storage facility based upon the criteria prescribed in the La Vista Zoning Ordinance; and

WHEREAS, the Mayor and City Council of the City of La Vista are agreeable to the issuance of a conditional use permit to the owner for such purposes, subject to certain conditions and agreements as hereinafter provided and prescribed in the La Vista Zoning Ordinance.

NOW, THEREFORE, BE IT KNOWN THAT subject to the conditions hereof, this conditional use permit is issued to the owner to use the area designated on Exhibit “A” hereto for a self-storage facility, said use hereinafter being referred to as “Permitted Use or Use”.

### **Conditions of Permit**

The conditions to which the granting of this permit is subject are:

1. The rights granted by this permit are transferable and any transferee shall be bound to perform this permit the same as the original Owner. Any deviation from any terms of this permit without prior consent of the City, or breach of any terms of this permit, shall cause the permit to expire and terminate.
2. In respect to the proposed Use:
  - a. The use shall be limited to the type of operation as described in the applicant's Operational Statement (Exhibit “B”) and staff report. Any change in the operational characteristics including, but not limited to, the hours of operation and additional services provided, shall require review by the Planning Department and may require an amendment to the Conditional Use Permit, subject to either City Planner or Planning Commission and City Council approval, depending on the nature of the proposed change.
  - b. A site plan set showing the property boundaries of the tract of land, proposed structures, parking, access points, and drives shall be provided to the City and attached to the permit as “Exhibit C”.
  - c. The hours of operation will be 6:00am to 10:00pm, Monday-Sunday.
  - d. There shall not be any outside storage of automobiles, trucks, boats, recreational vehicles, or the like.
  - e. There shall be no storage, placement or display of goods, supplies or any other material, substance, container or receptacle outside of the facility, except trash receptacles. All trash dumpsters shall be properly screened with a six-foot enclosure and gated with materials similar to the building construction. Such enclosure shall obtain approval of the City Planner.



- f. There shall not be any storage or sale of explosives or hazardous materials.
  - g. The premises shall be developed and maintained in accordance with the site plan set (Exhibit C), landscaping plan, (Exhibit D) as approved by the City and incorporated herein by this reference. Any modifications must be submitted to the Chief Building Official for approval. The elevations in Exhibit E illustrate the appearance of the facility.
  - h. To the greatest extent possible, the existing tree line along the southern property line shall be retained. At the time of building permit submittal, detailed plans depicting which trees will remain post-construction, shall be submitted for review and approval.
  - i. Exterior lighting, when used, shall enhance the building design and the adjoining landscape. Fixtures shall be of a design and size compatible with the building and adjacent areas. Lighting shall be restrained in design and excessive brightness avoided. Lighting shall be designed to a standard that does not impact adjoining properties. A lighting plan shall be reviewed and approved by the Planning Department prior to issuance of a building permit.
  - j. Owner shall obtain all required permits from the City of La Vista and shall comply with any additional requirements as determined by the Chief Building Official, including, but not limited to, building, fire, FAA and ADA.
  - k. Owner shall comply (and shall ensure that all employees, invitees, suppliers, structures, appurtenances and improvements, and all activities occurring or conducted, on the premises at any time comply) with any applicable federal, state and/or local regulations, as amended or in effect from time to time, including, but not limited to, applicable environmental or safety laws, rules or regulations.
  - l. Owner hereby indemnifies the City against, and holds the City harmless from, any liability, loss, claim or expense whatsoever (including, but not limited to, reasonable attorney fees and court cost) arising out of or resulting from the acts, omissions or negligence of the owner, his agents, employees, assigns, suppliers or invitees, including, but not limited to, any liability, loss, claim or expense arising out of or resulting from any violation on the premises of any environmental or safety law, rule or regulation.
3. The applicant's right to maintain the use as approved pursuant to these provisions shall be based on the following:
    - a. An annual inspection to determine compliance with the conditions of approval. The conditional use permit may be revoked upon a finding by the City that there is a violation of the terms of approval, if the violation continues after written notice from the City to Owner and a reasonable time for Owner to cure such violation.
    - b. The use authorized by the conditional use permit must be initiated within one (1) year of approval and shall become void two (2) years after the date of approval unless the applicant has fully complied with the terms of approval.
    - c. All obsolete or unused structures, accessory facilities or materials with an environmental or safety hazard shall be abated and/or removed at owner's expense within twelve (12) months of cessation of the conditional use.
  4. Notwithstanding any other provision herein to the contrary, this permit, and all rights granted hereby, shall expire and terminate as to a permitted use hereunder upon the first of the following to occur:
    - a. Owner's abandonment of the permitted use. Non-use thereof for a period of twelve (12) months shall constitute a presumption of abandonment.
    - b. Cancellation, revocation, denial or failure to maintain any federal, state or local permit required for the Use.
    - c. Owner's breach of any other terms hereof and his failure to correct such breach within ten (10) days of City's giving notice thereof.
  5. If the permitted use is not commenced within one (1) year from October 17, 2017 this Permit shall be null and void and all rights hereunder shall lapse, without prejudice to owner's right to file for an

extension of time pursuant to the La Vista Zoning Ordinance.

6. In the event of the owner's failure to promptly remove any safety or environmental hazard from the premises, or the expiration or termination of this permit and the owner's failure to promptly remove any permitted materials or any remaining environmental or safety hazard, the City may, at its option (but without any obligation to the owner or any third party to exercise said option) cause the same to be removed at owner's cost (including, but not limited to, the cost of any excavation and earthwork that is necessary or advisable) and the owner shall reimburse the City the costs incurred to remove the same. Owner hereby irrevocably grants the City, its agents and employees the right to enter the premises and to take whatever action as is necessary or appropriate to remove the structures or any environmental or safety hazards in accordance with the terms of this permit, and the right of the City to enter the premises as necessary or appropriate to carry out any other provision of this permit.
7. If any provision, or any portion thereof, contained in this agreement is held to be unconstitutional, invalid, or unenforceable, the remaining provisions hereof, or portions thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

#### **Miscellaneous**

1. The conditions and terms of this permit shall be binding upon owner, his successors and assigns.
2. Delay of City to terminate this permit on account of breach of owner of any of the terms hereof shall not constitute a waiver of City's right to terminate, unless it shall have expressly waived said breach and a waiver of the right to terminate upon any breach shall not constitute a waiver of the right to terminate upon a subsequent breach of the terms hereof, whether said breach be of the same or different nature.
3. Nothing herein shall be construed to be a waiver or suspension of, or an agreement on the part of the City to waive or suspend, any zoning law or regulation applicable to the premises except to the extent and for the duration specifically authorized by this permit.
4. Any notice to be given by City hereunder shall be in writing and shall be sufficiently given if sent by regular mail, postage prepaid, addressed to the owner as follows:

**Contact Name and Address:** Jeff Lake  
3D Self Storage – La Vista, LLC  
PO Box 418  
Elkhorn, NE 68022

**Effective Date:**

This permit shall take effect upon the filing hereof with the City Clerk a signed original hereof.

THE CITY OF LA VISTA

By \_\_\_\_\_  
Douglas Kindig, Mayor

Attest:

\_\_\_\_\_  
Pam A. Buethe  
City Clerk

**CONSENT AND AGREEMENT**

The undersigned does hereby consent and agree to the conditions of this permit and that the terms hereof constitute an agreement on the part of the undersigned to fully and timely perform each and every condition and term hereof, and the undersigned does hereby warrant, covenant and agree to fully and timely perform and discharge all obligations and liabilities herein required by owner to be performed or discharged.

Owner:

By: \_\_\_\_\_

Title: \_\_\_\_\_

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

STATE OF NEBRASKA )  
 ) ss.  
COUNTY OF )

---

Notary Public

STATE OF CALIFORNIA )  
 ) ss.  
COUNTY OF )

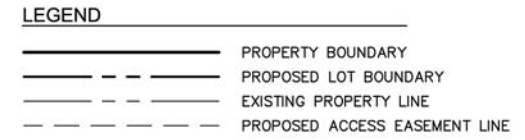
Notary Public

## EXHIBIT A

Lot 1, Oakdale Park Storage, a subdivision as surveyed, platted and recorded in the City of La Vista, Sarpy County, Nebraska.

1. ALL BOUNDARY INFORMATION HAS BEEN GATHERED FROM M.A.P.A. AND AVAILABLE G.I.S. INFORMATION.
2. STANDARD UTILITY DEDICATIONS WILL BE PROVIDED ON THE FINAL PLAT.
3. PRELIMINARY PLAT COVERS BOTH NEW LOTS. REMAINING SHEETS ONLY SHOW PROPOSED LOT 1.
4. NO DIRECT ACCESS SHALL BE PERMITTED ONTO HARRISON STREET FROM LOT 1 AND LOT 2.

PART OF THE NORTHWEST CORNER OF SECTION 16, TOWNSHIP 14 NORTH,  
RANGE 12 EAST OF THE 6TH PM., IN SARPY COUNTY, NEBRASKA.



SHEET LIST TABLE	
Sheet #	Sheet Title
C1.0	PRELIMINARY PLAT
C1.1	PRELIMINARY SITE AND UTILITY PLAN
C1.2	PRELIMINARY GRADING AND DRAINAGE PLAN
C1.3	PRELIMINARY CIRCULATION PLAN
L1.0	PRELIMINARY LANDSCAPE PLAN

ZONING TABLE		
	EXISTING	PROPOSED
LOTS 1 AND 2	I-2	I-2

BUILDING SETBACK TABLE	
FRONT	35
SIDE	30
REAR.	25

JAN VISTY  
THE COLONIAL PRESS, INC.  
10607 HARRISON STREET  
OMAHA, NE 68128

WILLIE DOUGLAS  
3D SELF STORAGE - LAVISTA, LLC  
PO BOX 418  
ELKHORN, NE 68022

AARON WESE  
OLSSON ASSOCIATES  
2111 S. 67TH STREET, SUITE 200  
OMAHA, NE 68106

[illegible]

PRELIMINARY PLAT	
3D STORAGE - LAVISTA PRELIMINARY PLAT AND CONDITIONAL USE PERMIT	
LA VISTA, NE	2017

drawn by: JJE  
checked by: \_\_\_\_\_  
approved by: ALW  
QA/QC by: LRW  
project no.: 017-1520  
drawing no.: \_\_\_\_\_  
date: 07/03/2017

## EXHIBIT B

# Exhibit “B”

## Statement of Proposed Use

### 3D SELF STORAGE FACILITY

SW CORNER OF 104<sup>TH</sup> & HARRISON ST.  
PROPOSED LOT 1, OAKDALE PARK STORAGE

#### General Purpose:

3D Self Storage Facility (Proposed Lot 1, Oakdale Park Storage) is a proposed climate controlled self-service storage facility offering indoor climate-controlled storage. No outside storage of materials, RV's, campers, boats, etc. will be allowed. The facility will own a moving truck for the use of its customers and will parked on site when not in use. A small parking lot will serve the office function of the facility.

#### Services Offered:

The building is a two-story building, with the following uses:

- First Floor
  - Climate Controlled Storage (51,373 SF with drive, 44,022 SF without drive)
  - Office Space (1,658 SF)
- Second Floor
  - Climate Controlled Storage (44,613 SF)

#### Customer Base:

The facility's customer base will consist of clients who are seeking both temporary or long-term climate controlled storage for personal or business storage purposes.

#### Hours of Operation (Secured Gate Access with Individual Codes):

Monday-Sunday: 6:00 am to 10:00 pm

#### Office Hours

Monday-Friday: 8:00 am to 6:00 pm

Saturday-Sunday: 9:00 am to 1:00 pm

#### Employees:

The facility will employ 1-2 full-time and 1-2 part-time workers.

#### Vehicle Circulation:

The circulation for the facility will be designed to minimize the impact on the adjacent Cimarron Woods residential neighborhood. Customers will enter from 104<sup>th</sup> Street on the southeast corner of the property through a right in / right out access and exit on the northwest corner of the property through an egress easement across proposed Lot 2, Oakdale Park Storage (currently owned by Colonial Press). One-way security gates will be utilized to require flow of customers to enter on the east side of the facility only and leave on the west side of the facility only. A channelization island on the northwest corner of the building will promote vehicles to exit to the egress easement. It is anticipated a small percentage of vehicles will exit to 104<sup>th</sup> Street when visiting the office only and not utilizing the storage components of the facility.

#### Lighting:

This facility will adhere to the City's lighting codes and will not have light spillage beyond the property lines.



## EXHIBIT C

DWG: F:\2017\1501-2000\017-1520\40-Design\AutoCAD\Preliminary Plans\Sheets\GNCV\C\_PLT\_71520.dwg  
DATE: Jul 03, 2017 10:08am XREFS: C\_PBDY\_71520 C\_TBLK\_71520 USER: owiese

- NOTE:
1. ALL BOUNDARY INFORMATION HAS BEEN GATHERED FROM M.A.P.A. AND AVAILABLE G.I.S. INFORMATION.
  2. STANDARD UTILITY DEDICATIONS WILL BE PROVIDED ON THE FINAL PLAT.
  3. PRELIMINARY PLAT COVERS BOTH NEW LOTS. REMAINING SHEETS ONLY SHOW PROPOSED LOT 1.
  4. NO DIRECT ACCESS SHALL BE PERMITTED ONTO HARRISON STREET FROM LOT 1 AND LOT 2.

# OAKDALE PARK STORAGE

## LOTS 1 AND 2

### PRELIMINARY PLAT

PART OF THE NORTHWEST CORNER OF SECTION 16, TOWNSHIP 14 NORTH,  
RANGE 12 EAST OF THE 6TH PM., IN SARPY COUNTY, NEBRASKA.



LEGEND

	PROPERTY BOUNDARY
	PROPOSED LOT BOUNDARY
	EXISTING PROPERTY LINE
	PROPOSED ACCESS EASEMENT LINE

SHEET LIST TABLE	
Sheet #	Sheet Title
C1.0	PRELIMINARY PLAT
C1.1	PRELIMINARY SITE AND UTILITY PLAN
C1.2	PRELIMINARY GRADING AND DRAINAGE PLAN
C1.3	PRELIMINARY CIRCULATION PLAN
L1.0	PRELIMINARY LANDSCAPE PLAN

ZONING TABLE		
	EXISTING	PROPOSED
LOTS 1 AND 2	I-2	I-2

BUILDING SETBACK TABLE	
FRONT	35
SIDE	30
REAR	25

PROPERTY OWNER

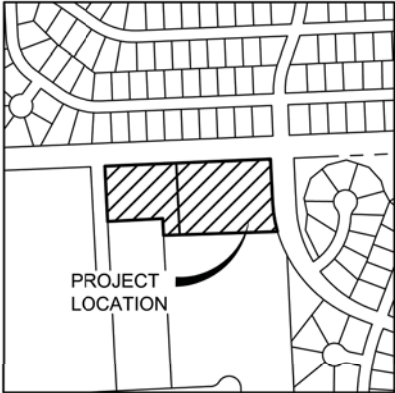
JAN VISTY  
THE COLONIAL PRESS, INC.  
10607 HARRISON STREET  
OMAHA, NE 68128

DEVELOPER

WILLIE DOUGLAS  
3D SELF STORAGE - LAVISTA, LLC  
PO BOX 418  
ELKHORN, NE 68022

ENGINEER

AARON WIESE  
OLSSON ASSOCIATES  
2111 S. 67TH STREET, SUITE 200  
OMAHA, NE 68106



VICINITY MAP  
NOT TO SCALE

REVISIONS	
REV. NO.	REVISIONS DESCRIPTION

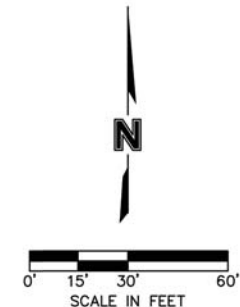
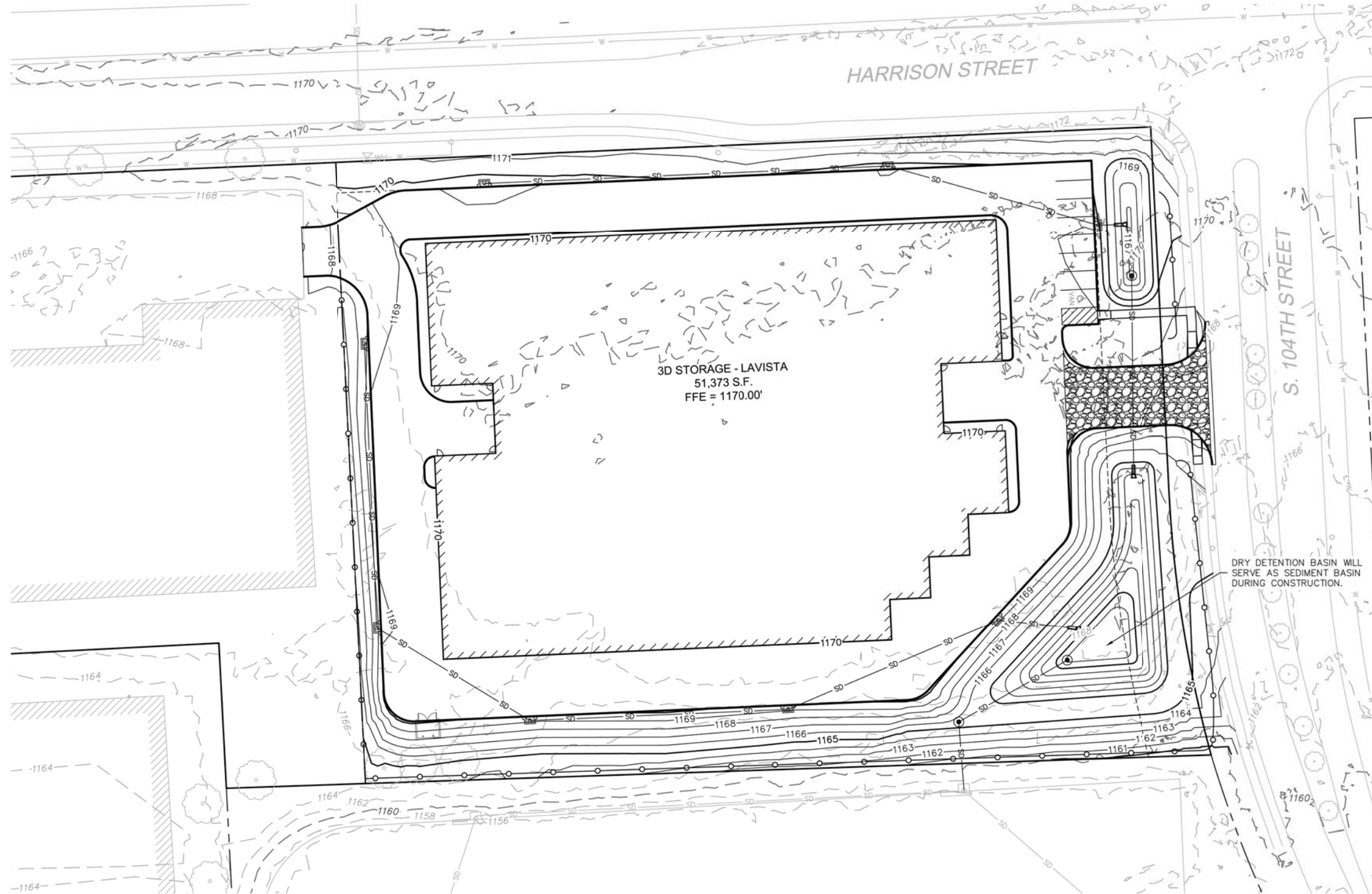
PRELIMINARY PLAT	3D STORAGE - LAVISTA PRELIMINARY PLAT AND CONDITIONAL USE PERMIT	2017
		LA VISTA, NE

drawn by:	JJE
checked by:	ALW
QA/QC by:	LRW
project no.:	017-1520
drawing no.:	
date:	07/03/2017





DWG: F:\2017\1501-2000\017-1520\40-Design\AutoCAD\Preliminary Plans\Sheets\GNCVA\_C\_GRO\_71520.dwg  
DATE: Aug 07, 2017 1:47pm  
XREFS: C\_PBDY\_71520 C\_XBASE\_71520 C\_PBASE\_71520 C\_TBLK\_71520  
USER: awiese



- LEGEND**
- 11XX--- EXISTING MAJOR CONTOUR
  - - -11XX- - - EXISTING MINOR CONTOUR
  - 11XX--- PROPOSED MAJOR CONTOUR
  - - -11XX- - - PROPOSED MINOR CONTOUR
  - ○ ○ ○ ○ PROPOSED SILT FENCE
  - PROPOSED INLET PROTECTION
  - ▨ PROPOSED CONSTRUCTION ENTRANCE

NOTE:  
THIS PLAN IS PRELIMINARY AND SUBJECT TO CHANGE. A  
FINAL SWPPP PLAN SHALL BE SUBMITTED TO STATE/LOCAL  
AGENCIES FOR FINAL APPROVAL PRIOR TO CONSTRUCTION.

PRELIMINARY GRADING AND DRAINAGE PLAN

OAKDALE PARK STORAGE  
PRELIMINARY PLAT AND CONDITIONAL USE PERMIT

LA VISTA, NE

drawn by: JJE

checked by: ALW

approved by: LRW

project no.: 017-1520

drawing no.: 08/07/2017

REVISIONS

REV. NO.	DATE	REVISIONS DESCRIPTION

2017

SHEET  
C1.2

**OLSSON**  
ASSOCIATES

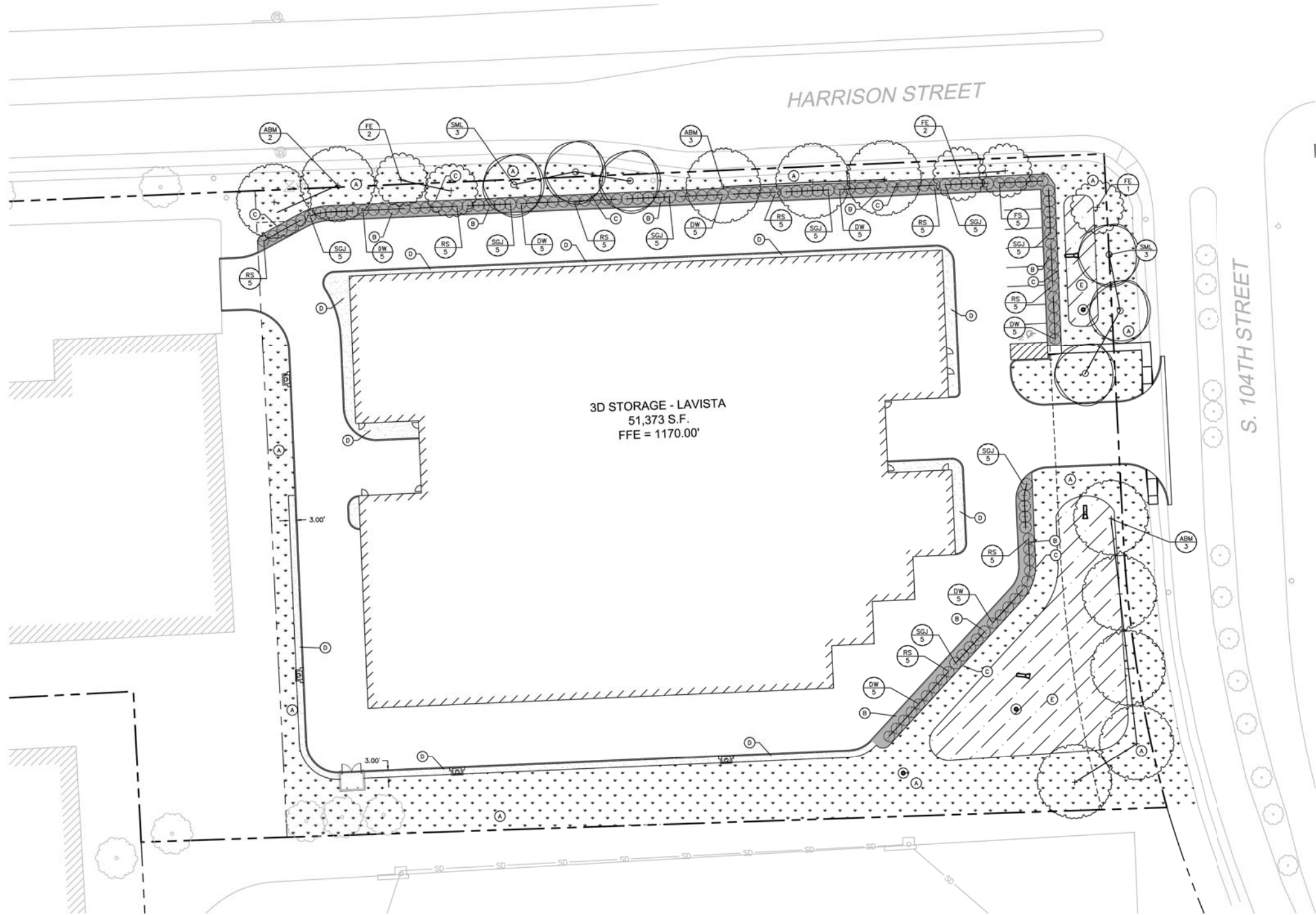
2111 South 67th Street, Suite 200  
Omaha, NE 68106  
TEL 402.341.1116  
FAX 402.341.5895  
www.olsonassociates.com



## EXHIBIT D



DWG: F:\2017\1501-2000\017-1520\40-Design\AutoCAD\Pre\liminary Plans\Sheets\GNCVA\1520\_71520.dwg  
DATE: Aug 07, 2017 1:48pm  
XREFS: C\_PBDY\_71520 C\_XBASE\_71520 C\_PBASE\_71520 C\_TBLK\_71520 C\_PLSC\_71520  
USER: awiese



PLANT SCHEDULE

KEY	QTY.	BOTANICAL NAME	COMMON NAME	PLANTING METHOD	SIZE @ PLANTING	SPACING	MATURE SPREAD	MATURE HEIGHT	REMARKS
OVERSTORY DECIDUOUS TREES									
ABM	10	ACER RUBRUM 'AUTUMN BLAZE'	AUTUMN BLAZE MAPLE	B&B	2" CAL.	AS SHOWN	35'	45'	
SML	6	GLEDITSIA TRIACANTHOS INERMIS 'SHADEMASTER'	SHADEMASTER HONEYLOCUST	B&B	2" CAL.	AS SHOWN	35'	50'	
FE	5	ULMUS 'FRONTIER'	FRONTIER ELM	B&B	2" CAL.	AS SHOWN	20'	30'	
DECIDUOUS SHRUBS									
RS	35	AMELANCHIER ALNIFOLIA 'REGENT'	REGENT SERVICEBERRY	CONT.	#3	AS SHOWN	5'	5'	
DW	35	CORNUS SERICEA 'ISANTI'	ISANTI DOGWOOD	CONT.	#3	48" O.C.	5'	4'	
FS	5	RHUS AROMATICA 'GRO LOW'	FRAGRANT SUMAC	CONT.	#3	60" O.C.	5'	3'	
EVERGREEN SHRUBS									
SGJ	40	JUNIPERUSXPFTZIRIANA 'SEA GREEN'	SEA GREEN JUNIPER	CONT.	#3	6' O.C.	7'	4'	

LANDSCAPE KEY NOTES		
	(A)	INSTALL TURF-TYPE FESCUE SOD. TO BE IRRIGATED
	(B)	HARDWOOD MULCH
	(C)	CULTIVATED LANDSCAPE EDGE
	(D)	WASHED RIVER ROCK OVER LANDSCAPE FABRIC
	(E)	RAINGARDEN SEED MIX

NOTES:  
1. ALL TURF-TYPE FESCUE TO BE IRRIGATED BY APPROPRIATELY SIZED SPRAY HEAD AND PATTERNS  
2. LANDSCAPING CONTRACTOR TO PROVIDE GUARANTEE OF AT LEAST ONE YEAR.

OLSSON<sup>®</sup>  
ASSOCIATES

2111 South 67th Street, Suite 200  
Omaha, NE 68106  
TEL 402.341.1116  
FAX 402.341.5895  
www.olsonassociates.com

PRELIMINARY LANDSCAPE PLAN

OAKDALE PARK STORAGE  
PRELIMINARY PLAT AND CONDITIONAL USE PERMIT

LA VISTA, NE

REV. NO.

DATE

REVISED DESCRIPTION

2017

REVISIONS

drawn by: JUE

checked by: ALW

approved by: LRW

QA/QC by:

project no.: 017-1520

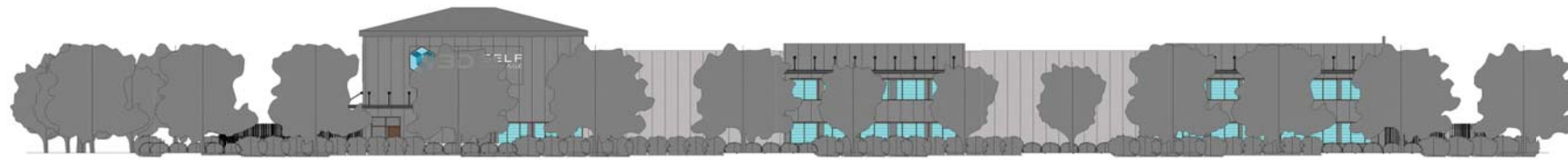
drawing no.: 08/07/2017

date:

SHEET  
L1.0

## EXHIBIT E





① North  
1/16" = 1'-0"



③ West  
1/16" = 1'-0"



② East  
1/16" = 1'-0"

**Lincoln**  
1221 N Street, Suite 600  
Lincoln, NE 68508  
Phone: 402-475-8722  
Fax: 402-475-8722

**Vermillion**  
15 East Main, Suite 201  
Vermillion, NE 68582  
Phone: 605-824-1081

**DAVIS**  
DESIGN  
ARCHITECTS  
Interior Design

PRELIMINARY  
NOT FOR  
CONSTRUCTION

CLIENT INFORMATION  
**3D Self  
Storage LLC**

PROJECT INFORMATION  
**New Self  
Storage  
Facility**

JOB # 16-0000

ISSUE DATE Issue Date

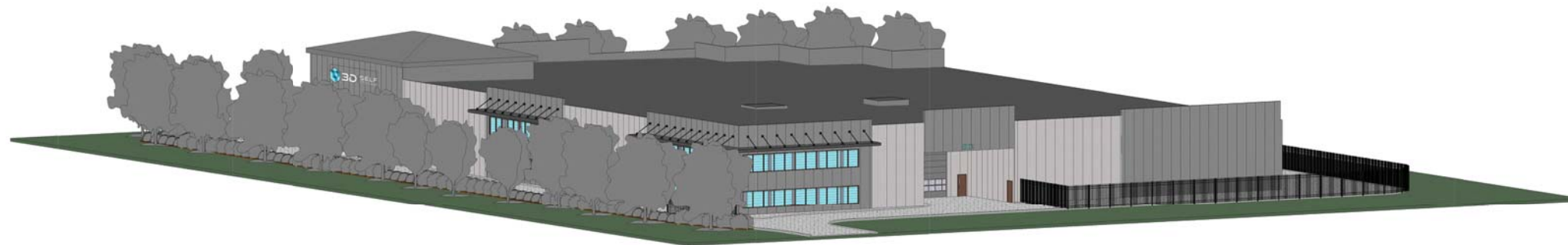
Revisions  
ID Date Description

Checked by Checker  
Drawn by Author

SHEET TITLE

**Elevations**

SHEET NUMBER  
**A-101**



1 North East Perspective



2 North West Perspective



3 South West Perspective

Lincoln  
1221 N Street, Suite 600  
Lincoln, NE 68508  
Phone: 402-475-9722  
Fax: 402-475-9722

Vermillion  
15 East Main, Suite 201  
Vermillion, NE 68582  
Phone: 605-824-1081

**DAVIS**  
DESIGN  
ARCHITECTS

CLIENT INFORMATION  
3D Self  
Storage LLC

PROJECT INFORMATION  
New Self  
Storage  
Facility

JOB # 16-0000  
ISSUE DATE Issue Date  
Revisions  
ID Date Description

Checked By Checker  
Drawn By Author  
SHEET TITLE  
Perspectives

SHEET NUMBER  
A-102





Southeast Corner Rendering



Northwest Corner Rendering

Preliminary  
not for  
Construction

CLIENT INFORMATION  
**3D Self  
Storage LLC**

104th & Harrison Streets  
LaVista, NE

PROJECT INFORMATION  
**New Self  
Storage Facility**

Job # 17-0117  
ISSUE DATE: 00-00-0000  
REVISIONS:  
CL. DATE Description

CHECKED: ☐ ☐ ☐  
AUTHOR: ☐ ☐ ☐

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SHEET TITLE  
**Renderings**

SHEET NUMBER  
**A-103**





Northeast Corner Rendering

**Lincoln**  
1221 N Street, Suite 600  
Lincoln NE 68508  
Phone 402-476-9700  
Fax 402-476-9722

**Vermillion**  
15 East Main, Suite 201  
Vermillion SD 57069  
Phone 605-624-1081

**Davis**  
DESIGN  
Architecture Engineering Interior Design

Preliminary  
not for  
Construction

CLIENT INFORMATION  
**3D Self Storage LLC**  
104th & Harrison Streets  
LaVista, NE

PROJECT INFORMATION  
**New Self Storage Facility**

Job # 17-0117  
ISSUE DATE: 00-00-0000  
REVISIONS: 00-00-0000

CHECKED: [Signature]  
AUTHOR: [Signature]  
SHEET TITLE  
**Renderings**

SHEET NUMBER  
**A-104**

PRELIMINARY PLAT MAP SET

DWG: F:\2017\1501-2000\017-1520\40-Design\AutoCAD\Preliminary Plans\Sheets\GNCV\C\_PLT\_71520.dwg  
DATE: Jul 03, 2017 10:08am XREFS: C\_PBDY\_71520 C\_TBLK\_71520 USER: owiese

- NOTE:
1. ALL BOUNDARY INFORMATION HAS BEEN GATHERED FROM M.A.P.A. AND AVAILABLE G.I.S. INFORMATION.
  2. STANDARD UTILITY DEDICATIONS WILL BE PROVIDED ON THE FINAL PLAT.
  3. PRELIMINARY PLAT COVERS BOTH NEW LOTS. REMAINING SHEETS ONLY SHOW PROPOSED LOT 1.
  4. NO DIRECT ACCESS SHALL BE PERMITTED ONTO HARRISON STREET FROM LOT 1 AND LOT 2.

# OAKDALE PARK STORAGE

## LOTS 1 AND 2

### PRELIMINARY PLAT

PART OF THE NORTHWEST CORNER OF SECTION 16, TOWNSHIP 14 NORTH,  
RANGE 12 EAST OF THE 6TH PM., IN SARPY COUNTY, NEBRASKA.



LEGEND

	PROPERTY BOUNDARY
	PROPOSED LOT BOUNDARY
	EXISTING PROPERTY LINE
	PROPOSED ACCESS EASEMENT LINE

SHEET LIST TABLE	
Sheet #	Sheet Title
C1.0	PRELIMINARY PLAT
C1.1	PRELIMINARY SITE AND UTILITY PLAN
C1.2	PRELIMINARY GRADING AND DRAINAGE PLAN
C1.3	PRELIMINARY CIRCULATION PLAN
L1.0	PRELIMINARY LANDSCAPE PLAN

ZONING TABLE		
	EXISTING	PROPOSED
LOTS 1 AND 2	I-2	I-2

BUILDING SETBACK TABLE	
FRONT	35
SIDE	30
REAR	25

PROPERTY OWNER

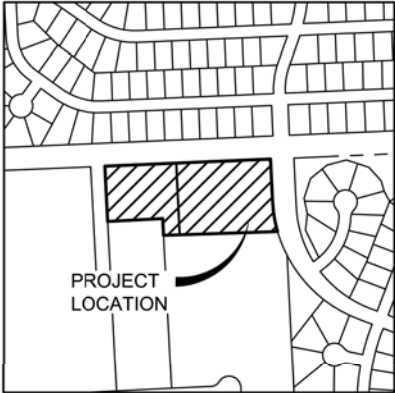
JAN VISTY  
THE COLONIAL PRESS, INC.  
10607 HARRISON STREET  
OMAHA, NE 68128

DEVELOPER

WILLIE DOUGLAS  
3D SELF STORAGE - LAVISTA, LLC  
PO BOX 418  
ELKHORN, NE 68022

ENGINEER

AARON WIESE  
OLSSON ASSOCIATES  
2111 S. 67TH STREET, SUITE 200  
OMAHA, NE 68106



VICINITY MAP  
NOT TO SCALE

**OLSSON**<sup>®</sup>  
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Omaha, NE 68106  
TEL 402.341.1116  
FAX 402.341.5895  
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REVISIONS	
REV. NO.	REVISIONS DESCRIPTION

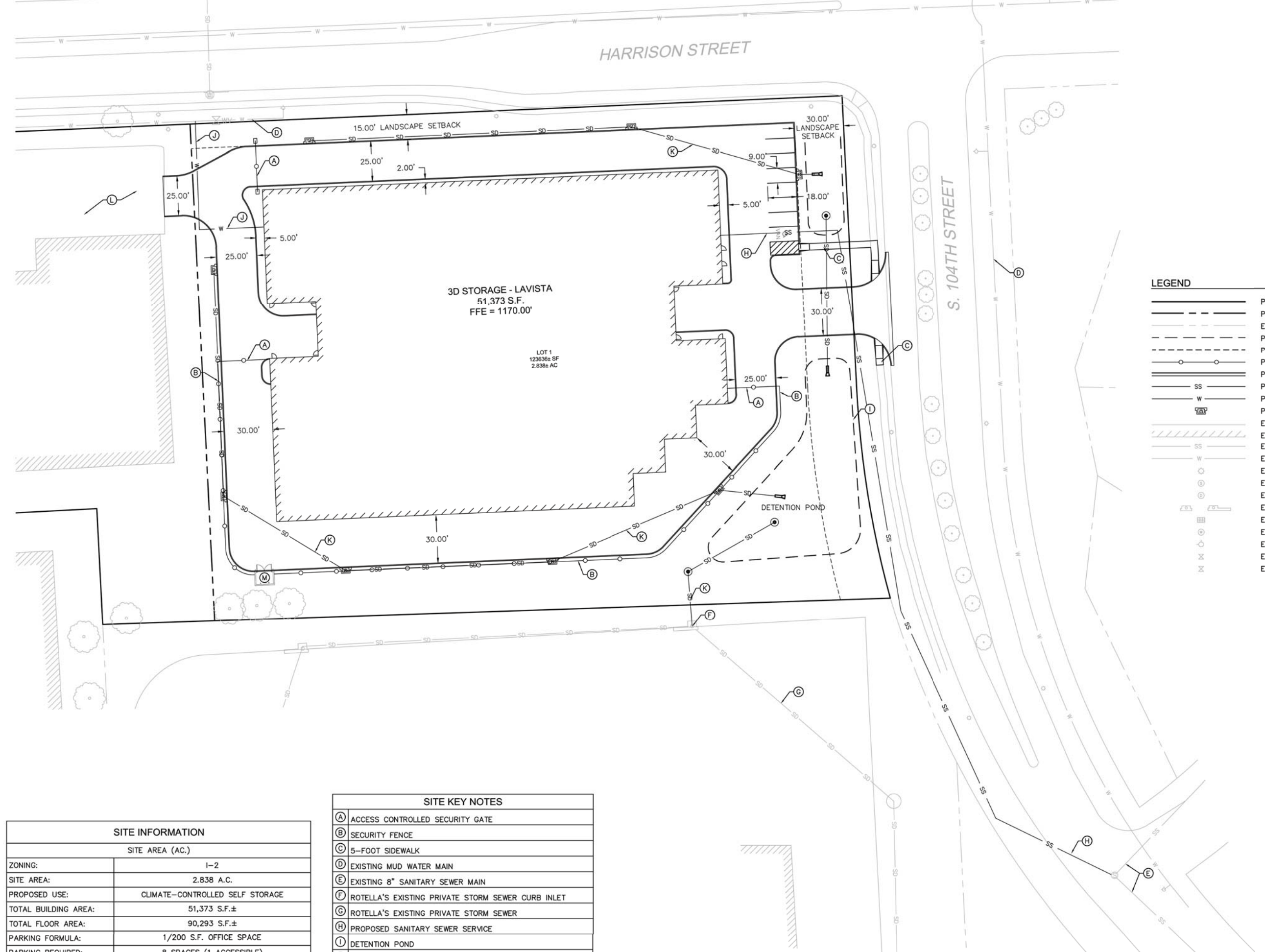
PRELIMINARY PLAT	
3D STORAGE - LAVISTA	
PRELIMINARY PLAT AND CONDITIONAL USE PERMIT	
LA VISTA, NE	
2017	

drawn by:	JJE
checked by:	ALW
QA/QC by:	LRW
project no.:	017-1520
drawing no.:	
date:	07/03/2017

SHEET  
C1.0



DWG: F:\2017\1501-2000\017-1520\40-Design\AutoCAD\Preliminary Plans\Sheets\GNCAVC-SIT\_71520.dwg  
DATE: Aug 07, 2017 1:54pm  
XREFS: C\_PBDY\_71520 C\_XBASE\_71520 C\_TBLK\_71520  
USER: awiese



SITE INFORMATION	
SITE AREA (AC.)	
ZONING:	I-2
SITE AREA:	2.838 A.C.
PROPOSED USE:	CLIMATE-CONTROLLED SELF STORAGE
TOTAL BUILDING AREA:	51,373 S.F.±
TOTAL FLOOR AREA:	90,293 S.F.±
PARKING FORMULA:	1/200 S.F. OFFICE SPACE
PARKING REQUIRED:	8 SPACES (1 ACCESSIBLE)
PARKING PROVIDED:	8 SPACES (1 ACCESSIBLE)
SIGNAGE:	SHALL NOT EXCEED I-2 ZONING REQUIREMENTS

NOTE: SITE SHALL COMPLY WITH ALL I2 ZONING REQUIREMENTS.

SITE KEY NOTES	
(A)	ACCESS CONTROLLED SECURITY GATE
(B)	SECURITY FENCE
(C)	5-FOOT SIDEWALK
(D)	EXISTING MUD WATER MAIN
(E)	EXISTING 8" SANITARY SEWER MAIN
(F)	ROTELLA'S EXISTING PRIVATE STORM SEWER CURB INLET
(G)	ROTELLA'S EXISTING PRIVATE STORM SEWER
(H)	PROPOSED SANITARY SEWER SERVICE
(I)	DETENTION POND
(J)	PROPOSED WATER SERVICE LINE
(K)	PROPOSED STORM SEWER SYSTEM
(L)	EGRESS ONLY ACCESS AGREEMENT THROUGH ADJACENT LOT
(M)	TRASH ENCLOSURE.

LEGEND	
	PROPERTY BOUNDARY
	PROPOSED LOT BOUNDARY
	EXISTING PROPERTY LINE
	PROPOSED ACCESS EASEMENT LINE
	PROPOSED DETENTION BASIN
	PROPOSED SECURITY FENCE AND GATE
	PROPOSED CURB AND GUTTER
	PROPOSED SANITARY SEWER
	PROPOSED WATER SERVICE LINE
	PROPOSED STORM INLET
	EXISTING CONCRETE PAVEMENT
	EXISTING BUILDING OUTLINE
	EXISTING SANITARY SEWER
	EXISTING WATER MAIN
	EXISTING LIGHT POLE
	EXISTING SANITARY SEWER MANHOLE
	EXISTING STORM SEWER MANHOLE
	EXISTING STORM CURB INLETS
	EXISTING STORM AREA INLETS
	EXISTING WATER MANHOLE
	EXISTING FIRE HYDRANT
	EXISTING WATER VALVE
	EXISTING GAS VALVE

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2111 South 67th Street, Suite 200  
Omaha, NE 68106  
TEL 402.341.1116  
FAX 402.341.5895  
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PRELIMINARY SITE AND UTILITY PLAN	REVISIONS DESCRIPTION		DATE	REV. NO.		
OAKDALE PARK STORAGE PRELIMINARY PLAT AND CONDITIONAL USE PERMIT			2017	1		
LA VISTA, NE						

drawn by: JUE

checked by: ALW

approved by: LRW

project no.: 017-1520

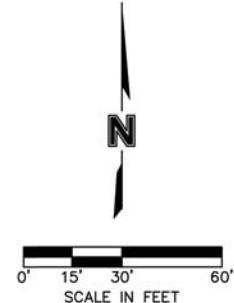
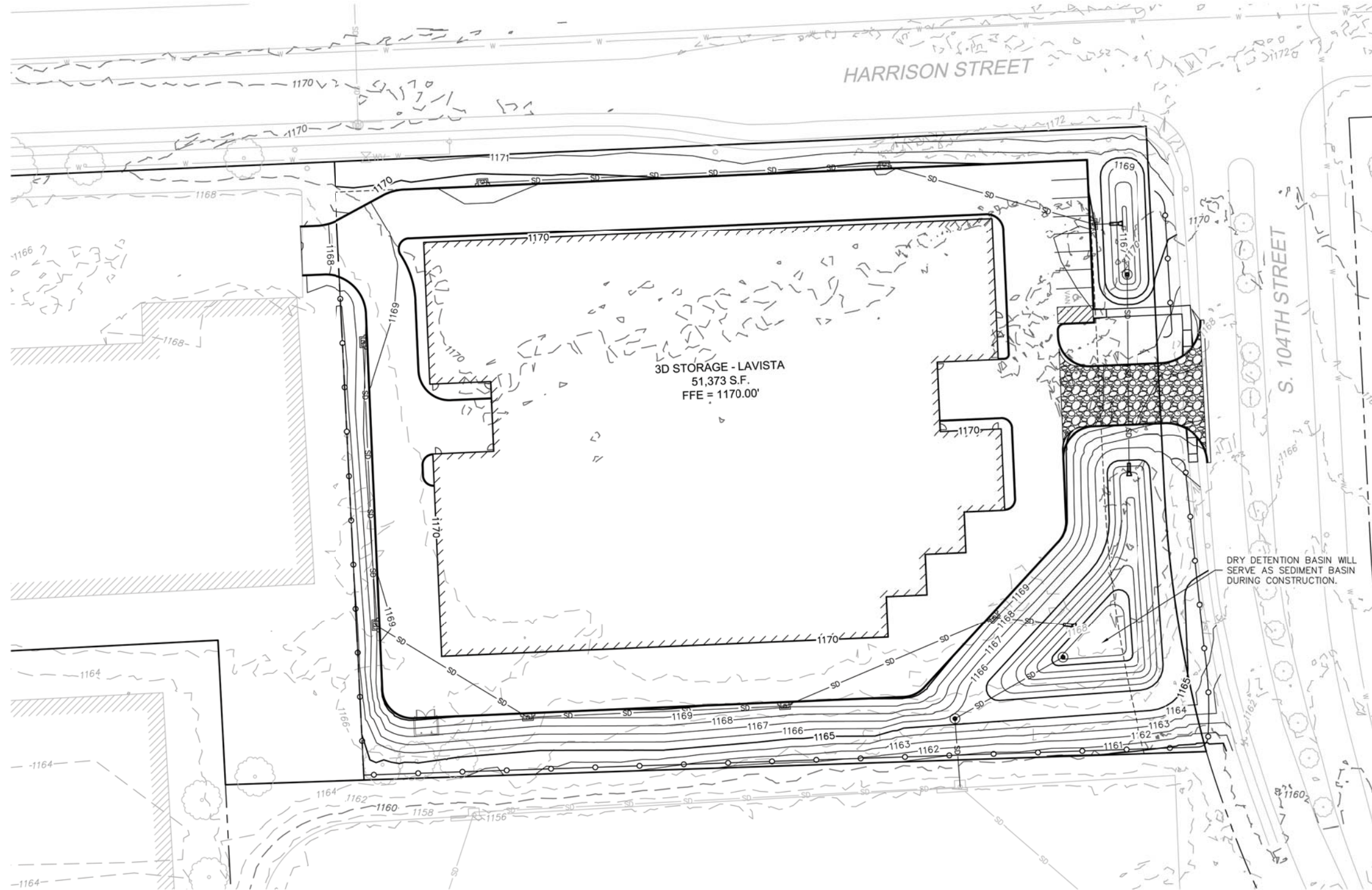
drawing no.: 017-1520

date: 08/07/2017

SHEET

C1.1

DWG: F:\2017\1501-2000\017-1520\40-Design\AutoCAD\Preliminary Plans\Sheets\GNCVA\GRO\_71520.dwg  
DATE: Aug 07, 2017 1:47pm  
XREFS: C\_PBDY\_71520 C\_XBASE\_71520 C\_PBASE\_71520 C\_TBLK\_71520  
USER: awiese



- LEGEND**
- 11XX--- EXISTING MAJOR CONTOUR
  - - -11XX- - - EXISTING MINOR CONTOUR
  - 11XX--- PROPOSED MAJOR CONTOUR
  - - -11XX- - - PROPOSED MINOR CONTOUR
  - ○ ○ PROPOSED SILT FENCE
  - PROPOSED INLET PROTECTION
  - ▨ PROPOSED CONSTRUCTION ENTRANCE

NOTE:  
THIS PLAN IS PRELIMINARY AND SUBJECT TO CHANGE. A  
FINAL SWPPP PLAN SHALL BE SUBMITTED TO STATE/LOCAL  
AGENCIES FOR FINAL APPROVAL PRIOR TO CONSTRUCTION.

PRELIMINARY GRADING AND DRAINAGE PLAN

OAKDALE PARK STORAGE  
PRELIMINARY PLAT AND CONDITIONAL USE PERMIT

LA VISTA, NE

drawn by: JJE

checked by: ALW

approved by: LRW

project no.: 017-1520

drawing no.: 08/07/2017

REVISIONS

REV. NO.	DATE	REVISIONS DESCRIPTION

2017

SHEET  
C1.2

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Omaha, NE 68106  
TEL 402.341.1116  
FAX 402.341.5895  
www.olsonassociates.com





## Christopher Solberg

---

**From:** Tom Demory <tom.demory.nyvv@statefarm.com>  
**Sent:** Thursday, September 21, 2017 4:07 PM  
**To:** Christopher Solberg  
**Cc:** Ann Birch  
**Subject:** RE: 3D storage

Thank you!

Tom Demory, ChFC

Tom Demory Ins & Fin Svcs, Inc  
9925 Maple Street – Suite B, Omaha, NE 68134  
(1 block East of 102<sup>nd</sup> & Maple – South Side)

Bus: 402-571-5700  
Fax: 402-571-6765  
Email: [tom@tomdemory.com](mailto:tom@tomdemory.com)  
<http://www.tomdemory.com>  
State Farm Insurance Companies  
Providing Insurance and Financial Services

---

**From:** Christopher Solberg [mailto:csolberg@cityoflavista.org]  
**Sent:** Thursday, September 21, 2017 3:52 PM  
**To:** Tom Demory <tom.demory.nyvv@statefarm.com>  
**Cc:** Ann Birch <abirch@cityoflavista.org>  
**Subject:** RE: 3D storage

Good afternoon,

Copies will be printed and placed on the desks of the Planning Commission.

Regards,

Christopher A. Solberg, AICP  
City Planner  
**City of La Vista**

---

**From:** Tom Demory [mailto:tom.demory.nyvv@statefarm.com]  
**Sent:** Thursday, September 21, 2017 3:12 PM  
**To:** Christopher Solberg  
**Cc:** Ann Birch; Tom Demory  
**Subject:** RE: 3D storage

Thank you!

I will be unable to attend the meeting tonight but wanted to pass along my thoughts and comments as a resident of Cimarron Woods. If you would kindly pass along my email to the other members of the commission I would greatly appreciate it.



I appreciate the effort the representatives of 3D have made to improve the design and traffic flow of the lot they hope to develop. Willy, Ryan, and Jeff have listened to feedback that was given and have come up with a plan I think will gain the approval of the commission. I also appreciate the 'standards' you and other members of the city gave to 3D before the meeting with a few of the people who live in the neighborhood.

If I feel strongly that the developer, long ago before our subdivision was approved, this HEAVY INDUSTRIAL lot should have been eliminated. It should have been a large buffer between Rotella's – Colonial Press and the residential neighborhood. At a minimum 60 or 100 feet should have been purchased by the SID to separate the two parcels by a MUCH larger distance than current rules require. People who bought homes on 103<sup>rd</sup> Circle and back up to this parcel have been told for years that lot was to be accessed by Colonial Press and Colonial Press only. It was never expected that the lot would have been sold. The developer and SID never should have allowed this lot to remain something that could become anything other than an expansion of Colonial Press.

That being said, under current rules I'm told the lot is capable of being sold and developed, so I will focus on the things I and the commission / City council / and you presumably CAN control.

My priorities are following:

- Minimize the removal of trees and growth that exist on the far South East corner of the lot and adjoins Cimarron Woods. That natural growth should be protected as much as possible to reduce the 'shock' factor that will exist if that entire section of trees is removed.
- Maximize the addition of both deciduous trees and evergreen trees and eye level bushes / flowers and shrubs to 'hide' the building from residents who live on S 103<sup>rd</sup> Circle. The existing plan in my opinion is a good start, however the number of trees should be increased.
- I would kindly ask the developer to 'donate' 12 new trees to the Cimarron Woods HOA to plant on the outlot across the street from 3D to further buffer the view.
- Under absolutely no circumstances is anyone on the commission, the developer or the city council to suggest the partial removal of our neighborhood island to allow a left turn exit from the aforementioned lot.
- That 3D stays true to their intentions and gating system that will force exit of their property to the West through Colonial Press. Therefore minimizing additional traffic through the neighborhood.

I feel very strongly that the one way traffic flow to the west and 'forcing' people to exit 3D through Colonial Press's parking lot and utilizing 107<sup>th</sup> street for an exit is the most desirable for all parties involved.

- 1) A Cimarron Resident leaving the neighborhood at the intersection of 104<sup>th</sup> and Harrison preparing to turn left (west) on to Harrison is already facing a very dangerous move. If anyone suggests a cut through the median owned by Cimarron Woods West HOA I would immediately ask for a continuation of debate until a future meeting for additional traffic studies around such a move. 3D's plan is not proposing this action and I would ask that IF you approve their plan, the island be left alone. They have promised the residents they don't want or intend to harm the island and we would ask that it stay that way into perpetuity.
- 2) By forcing people to 107<sup>th</sup> street, they have much safer options for going West on Harrison Street. Gertrude St is 1 block South and 108<sup>th</sup> Street is 1 block West of where 3D will be. 108<sup>th</sup> street traveling North allows for a left turn arrow to go west on Harrison St. This is a far safer option for anyone who exits 3D and intends to go back West on Harrison or Giles or Q. Employees of 3D can very easily provide a small map explaining the best way to exit the property. Plus, with a business like this – future visits to the property will be for tenants. They will understand the entrance and exit just fine when they return to pick up their things or add more.

My biggest priority with these suggestions and opinions is the safety of my children and others that live in the neighborhood. Speed for many cars is already an issue, especially people who are hoping that Cimarron Woods drive goes South all the way to Giles Rd or Brentwood. More traffic simply increases the chances of a horrific accident.

Again thank you for your time. If you or anyone on the commission has questions regarding my comments I can be reached at 402-676-7377.

Tom Demory  
7402 S 102<sup>nd</sup> St  
La Vista, NE 68128

---

**From:** Christopher Solberg [<mailto:csolberg@cityoflavista.org>]  
**Sent:** Wednesday, September 20, 2017 3:30 PM  
**To:** Tom Demory <[tom.demory.nyvv@statefarm.com](mailto:tom.demory.nyvv@statefarm.com)>  
**Cc:** Ann Birch <[abirch@cityoflavista.org](mailto:abirch@cityoflavista.org)>  
**Subject:** 3D storage

Good afternoon Tom,

Attached is the Planning Commission packet for the 3D Storage agenda item. This application is the first public hearing under the New Business section of the agenda. The agenda has been attached for your review as well.

Regards,

Christopher A. Solberg, AICP  
City Planner  
**City of La Vista**  
8116 Park View Blvd.  
La Vista, NE 68128-2198  
P: 402.593.6400  
D: 402.593.6402



---

**From:** Tom Demory [<mailto:tom.demory.nyvv@statefarm.com>]  
**Sent:** Thursday, September 14, 2017 11:42 AM  
**To:** Ann Birch <[abirch@cityoflavista.org](mailto:abirch@cityoflavista.org)>  
**Subject:** 3D storage

Ann,

I left a message for you as well, but wanting to confirm that discussion will be held next Thursday at 7:00 at city hall. Our CW board is going to let all our members know about that discussion.

Thanks!

**\*\*\*PLEASE NOTE - WE ARE NOW AT OUR NEW OFFICE "9925 Maple St – Suite B" - THANK YOU\*\*\***

---

Tom Demory, ChFC  
Agent



---

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## Tom Demory Ins & Fin Svcs, Inc.

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Bus: 402-571-5700

Fax: 402-571-6765

[tom@tomdemory.com](mailto:tom@tomdemory.com)

<http://www.tomdemory.com>

[Click Me to get a Quote](#)



## Christopher Solberg

---

**From:** John Walkenhorst <johnwalkenhorst@cox.net>  
**Sent:** Friday, October 06, 2017 4:15 PM  
**To:** Christopher Solberg  
**Subject:** RE: 3D Self Storage Project at 104th and Harrison

Chris, I appreciate you taking the time to reply to me. I do hope those involved will take a serious look at entrance and exit from 107th for this project. Thank you. John

*Sent from my Verizon 4G LTE Droid*

On Oct 6, 2017 4:00 PM, Christopher Solberg <csolberg@cityoflavista.org> wrote:

Mr. Walkenhorst,

Thank you for your comments regarding the proposed 3D Storage project. Because self-service storage is classified in the Zoning Ordinance as a conditional use, the proposed project requires site plan approval. Other uses, such as those permitted outright by the current zoning (I-2 Heavy Industrial District) would not require this review process, and could be initiated with approval of a building permit (please see Section 5.14.02 attached). Through the site plan approval process, staff has been working with the applicant to design the ingress and egress with as minimal impact to 104th Street as reasonably possible, understanding that 104th Street is a public right-of-way which abuts the property for the purpose of access, and which may not be able to be reasonably withheld.

Regarding the current tree buffer on the south side of the property, staff is recommending in the conditional use permit that it be preserved as much as possible, as well as the installation of the proposed new landscaping with the project.

We will provide your comments to the applicant for their consideration prior to the public hearing. We try to balance the interests of all property owners and evaluate proposals according to good planning principles. We are also limited due to the current industrial zoning which pre-dates the development of Cimarron Woods.

Please let me know if you have any questions or would like to discuss these issues further.

Regards,

Christopher A. Solberg, AICP

City Planner

*City of La Vista*

---

**From:** John Walkenhorst [mailto:johnwalkenhorst@cox.net]  
**Sent:** Thursday, September 28, 2017 5:00 PM  
**To:** Christopher Solberg  
**Cc:** president@cimmarronwoodswest-hoa.org  
**Subject:** [BULK] 3D Self Storage Project at 104th and Harrison

To Chris Solberg:

Chris, my name is John Walkenhorst and I live at 10148 Margo St, 68128 in LaVista Cimarron Woods West area. I was at the September 21st Planning Committee. I was sitting in the last row. We use the 104th street entrance frequently, but are not adjacent to nor within direct view of the 3D Storage proposed project.

After the meeting, the residents gathered outside. Willie from 3D, the Olsson Associates engineer and their attorney stopped to chat with the group. Undoubtedly 3D has spent much time and energy to come up with a design to satisfy everyone but they have not.

I drove to the proposed 3D property from 107th street through Colonial Press parking lot. It appears to me that there is ample area to have both the entrance and exit from 107th street which would resolve practically all the resident issues with the proposal. I called Lucas Weatherly, the Olsson Associates engineer to ask if that idea had been considered but he didn't return my call. I contacted residents in the area that had attended previous public meetings and they said all that was ever mentioned is that the county would not allow a cut in the Harrison street island. No one recalled discussing both the entrance and exit from 107th street. The attorney said that Colonial Press has made so many concessions just by allowing the exit through their property. Since Colonial Press owns all the property involved, lack of planning for their access to their additional property on the east should not become the problem of Cimarron Woods residents. Granted, Colonial Press would have to relocate about a dozen parking stalls on the north side of their building but they have plenty of ground east of their building and already have an entrance on that side as well as an employee entrance on the west side.

Moving forward with 3D access from 104th will forever change Cimarron Woods west possibly as dramatically as the apartments did to the east entrance. No doubt, with the single lane on 104th street, large trucks are going to turn into the landscaped island as well as the turn around and safety issues farther into Cimarron Woods. Years down the road, 3D may decide they need a big sign at their entrance and who would stop that? La Vista has enough difficulty enforcing compliance with current light industrial operations on Chandler Road backing up to Cimarron Woods on the south, let alone stop business signage. And sometime, someone will bring in a semi-trailer truck on purpose or by mistake. None of that would be an issue at 107th street. The east side of the 3D property would be all trees if the entrance and exit were from 107th and virtually eliminate issues with the residents. If La Vista allows this new commercial property entrance, that would leave only one of three Cimarron Woods entrances as residential only.

The residents of Cimarron Woods are not within the La Vista city limits proper so we can't vote for La Vista city officials. We love living in La Vista and not only are we bound by La Vista's jurisdiction but we are counting on La Vista to do what is right for the citizens in their nearby areas as well as for growing business. The better solution is for the 3D access from 107th street only. I understand that the Planning Committee recommended approving the zoning change request and the preliminary plans but you can amend that recommendation and have 3D and Colonial Press come up with a plan with access from 107th street only.

Respectfully,

John Walkenhorst

**CITY OF LA VISTA  
MAYOR AND CITY COUNCIL REPORT  
OCTOBER 17, 2017 AGENDA**

<b>Subject:</b>	<b>Type:</b>	<b>Submitted By:</b>
CONDITIONAL USE PERMIT – SADOFF ELECTRONICS RECYCLING LOT 1, PAPIO VALLEY BUSINESS PARK REPLAT 1 (120 <sup>TH</sup> & CARY CIRCLE)	◆ RESOLUTION ORDINANCE RECEIVE/FILE	ANN BIRCH COMMUNITY DEVELOPMENT DIRECTOR

**SYNOPSIS**

A public hearing has been scheduled and a resolution prepared for Council to consider an application for a Conditional Use Permit to locate and operate a computer electronics recycling center on Lot 1, Papio Valley Business Park Replat 1, generally located west of 120<sup>th</sup> Street and Cary Circle.

**FISCAL IMPACT**

N/A.

**RECOMMENDATION**

Approval.

**BACKGROUND**

A public hearing has been scheduled to consider an application submitted by Sadoff E-Recycling and Data Destruction for a Conditional Use Permit to locate and operate a computer electronics recycling center on Lot 1, Papio Valley Business Park Replat 1. The property is zoned I-2 Heavy Industrial; a computer electronics recycling center is listed in the I-2 District as a conditional use. The applicant proposes to operate a recycling center in an existing 18,932 sq. ft. building located near the cul-de-sac of Cary Circle, west of 120<sup>th</sup> Street.

A detailed staff report is attached.

The Planning Commission held a public hearing on September 21, 2017, and voted unanimously to recommend approval of the Conditional Use Permit as the CUP request is consistent with the Comprehensive Plan and the Zoning Ordinance.



**RESOLUTION NO. 17-\_\_**

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE EXECUTION OF A CONDITIONAL USE PERMIT FOR CARY CIRCLE LP TO OPERATE A COMPUTER ELECTRONICS RECYCLING CENTER LOT 1, PAPIO VALLEY BUSINESS PARK REPLAT 1.

WHEREAS, Cary Circle LP has applied for approval of a conditional use permit for a computer electronics recycling center on Lot 1, Papio Valley Business Park Replat 1, located west of 120<sup>th</sup> Street on Cary Circle; and

WHEREAS, the La Vista Planning Commission has reviewed the application and recommends approval; and

WHEREAS, the Mayor and City Council of the City of La Vista are agreeable to the issuance of a conditional use permit for such purposes.

NOW THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of La Vista hereby authorize the execution of a Conditional Use Permit in form and content submitted at this meeting, with such modifications that the City Administrator or City Attorney may determine necessary or advisable, for Cary Circle LP to operate a computer electronics recycling center on Lot 1, Papio Valley Business Park Replat 1.

PASSED AND APPROVED THIS 17<sup>TH</sup> DAY OF OCTOBER, 2017.

CITY OF LA VISTA

ATTEST:

\_\_\_\_\_  
Douglas Kindig, Mayor

\_\_\_\_\_  
Pamela A. Buethe, CMC  
City Clerk



**CITY OF LA VISTA  
PLANNING DIVISION  
RECOMMENDATION REPORT**

CASE NUMBER: PCUP-17-0005

FOR HEARING OF: October 17, 2017  
REPORT PREPARED ON: October 11, 2017

**I. GENERAL INFORMATION**

- A. APPLICANT:** Sadoff E-Recycling and & Data Destruction
- B. PROPERTY OWNER:** Cary Circle LP
- C. LOCATION:** 12034 Cary Circle
- D. LEGAL DESCRIPTION:** Lot 1 Papio Valley Business Park Replat 1
- E. REQUESTED ACTION(S):** Conditional Use Permit to operate a computer electronics recycling center.
- F. EXISTING ZONING AND LAND USE:**  
I-2 Heavy Industrial, Gateway Corridor District (Overlay District); the property is an industrial flex building.
- G. PROPOSED USES:** The Conditional Use Permit (CUP) will allow the applicant to operate a computer electronics recycling center.
- H. SIZE OF SITE:** 1.21 acres

**II. BACKGROUND INFORMATION**

- A. EXISTING CONDITION OF SITE:** The property was developed as an industrial flex building constructed in 2002. The topography of the property is relatively flat.
- B. GENERAL NEIGHBORHOOD/AREA LAND USES AND ZONING:**
  - 1. **North:** Tax Lot 6C1 19-14-12; I-1 Light Industrial District with a Gateway Corridor District (Overlay District)
  - 2. **East:** Papio Valley I Business Park; I-2 Heavy Industrial District with a Gateway Corridor District (Overlay District)
  - 3. **South:** Papio Valley I Business Park; I-2 Heavy Industrial District with a Gateway Corridor District (Overlay District)
  - 4. **West:** Papio Valley I Business Park; I-2 Heavy Industrial District with a Gateway Corridor District (Overlay District)

**C. RELEVANT CASE HISTORY:**

N/A

**D. APPLICABLE REGULATIONS:**

1. Section 5.14 of the Zoning Regulations – I-2 Heavy Industrial District
2. Section 5.17 of the Zoning Regulations – Gateway Corridor District (Overlay District)
3. Article 6 of the Zoning Regulations – Conditional Use Permits

**III. ANALYSIS**

**A. COMPREHENSIVE PLAN:**

1. The Future Land Use Map of the Comprehensive Plan currently designates this property for industrial uses.

**B. OTHER PLANS: N/A**

**C. TRAFFIC AND ACCESS:**

1. Access currently exists from two driveways onto Cary Circle.
2. As per the submitted Operational Statement traffic will be confined to 5 to 7 inbound/outbound truck loads weekly, along with passenger vehicles related to employees and guests to the facility.

**D. UTILITIES:** All utilities are available to the site.

**E. PARKING REQUIREMENTS:** The parking requirements would follow the minimum needed for industrial uses. Based on the size of the facility, 7 parking spaces would be required. The site plan depicts 32 parking stalls.

**F. LANDSCAPING:** Section 7.17 of the zoning ordinance requires the planting of 1 tree per 40 feet of street frontage. The site is already in conformance with this requirement.

**IV. REVIEW COMMENTS:**

1. The conditional use permit specifically requires the proposed use to be limited to the operations described within the Operational Statement (Exhibit B).
2. Condition “2d” of the conditional use permit specifically prohibits outdoor storage in conjunction with this use.

**V. STAFF RECOMMENDATION – CONDITIONAL USE PERMIT:**

Staff recommends approval of the Conditional Use Permit as the CUP request is consistent with the Comprehensive Plan and the Zoning Ordinance.

**VI. PLANNING COMMISSION RECOMMENDATION – CONDITIONAL USE PERMIT:**

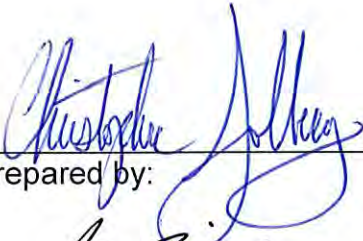
The Planning Commission held a public hearing on September 21, 2017 and unanimously voted to recommend approval of the Conditional Use Permit as the CUP request is consistent with the Comprehensive Plan and the Zoning Ordinance.

**VII. ATTACHMENTS TO REPORT:**

1. Vicinity Map
2. Applicant's Operational Statement
3. Staff Review Letters
4. Draft CUP

**VIII. COPIES OF REPORT TO:**

1. Jason Lasky – Sadoff E-Recycling & Data Destruction, Applicant
2. Bill Hall – Cary Circle LP, Property Owner
3. Public Upon Request

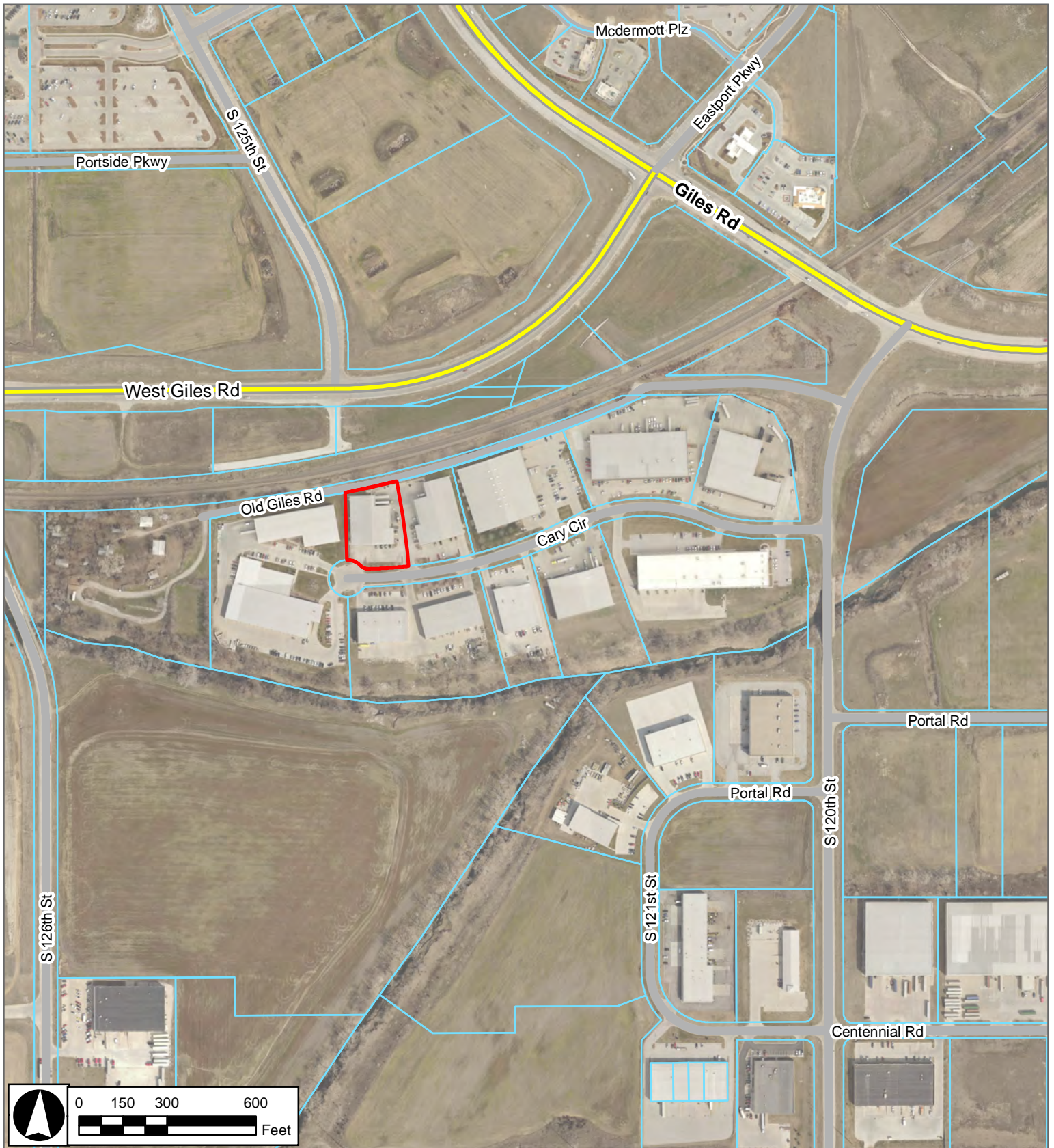
  
Prepared by:

  
Community Development Director

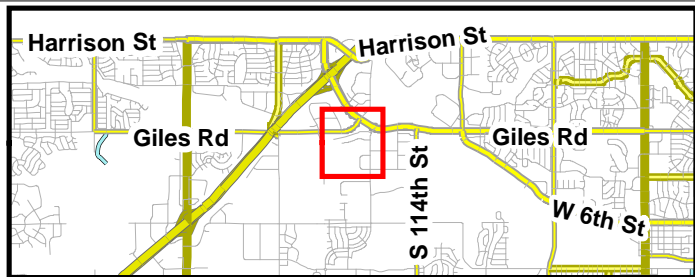
10-11-17

Date





**Project Vicinity Map**



## Lot 1 Papio Valley 1 Business Park Replat 1

8-24-2017  
JMC





## **Business Overview:**

### **1. Business Concept and Description:**

Sadoff E-Recycling & Data Destruction (SEDD) is a subsidiary of Sadoff Iron and Metal Company. We provide our customers with a Safe/Secure and Environmentally sustainable recycling solutions for their End of Life Electronics (EOLE). Our new facility in Omaha will be dedicated to processing EOLE, this includes the dismantling of the electronic devices to separate the recyclable/resale materials. This site will also be dedicated to Secure Data destruction, the site will employ a state of the art Hard Drive shredder as well as other data destruction devices. All customer data that is sent to our facility will be destroyed. SEDD will set itself apart from others by shredding every hard drive that is sent to us. We will not resale any hard drive. This provides our customers with an added layer of protection that their data will never see the light of day once it is on our hands.

### **2. Prospect Facility Locations:**

Site selection is being done utilizing a local real estate firm CBRE. We have identified a few sites that we feel will suit our business needs. The sites we have selected are zoned either General Industrial or Heavy Industrial.

12304 Cary Circle  
La, Vista Nebraska 68128

### **4. Employment:**

Our new facility will provide for employment of 4 staff in the beginning with the potential to add additional staff as our business grows. These positions will range from general laborer to electronic dismantling technicians as well as account representatives. These positions will enjoy a full benefit package including; Health, 401k, and personal time off.

#### **4. Facility Utilization:**

The new facility will incorporate a Warehouse, Dismantling, and Secure Data Destruction areas as well as office space for the facility manager and account representatives. – See Facility Site Plan

#### **5. Client Base/Facility Traffic:**

Our business model is a Business to Business model, there will be no retail or walk-in business at this site. Material will arrive and be shipped via 53' van trailers (Sadoff owned and common carrier) as well as utilizing a 26' secure Sadoff owned box truck with tommy liftgate. We anticipate truck traffic to our location to be light and estimate that we will have approximately 5 - 7 inbound/outbound truck loads weekly. We will be utilizing approximately 5-10 spaces for our employees/guests.

#### **6. Days/Hours of Operation:**

Our Facility will operate Monday thru Friday 8am – 5pm, with days off for holidays.

#### **3. Services Offered:**

- **End of Life Electronics Recycling**

- We offer collection and logistics support, guaranteed data destruction and reporting. Our facilities operate to best industry and government standards and will be certified to R2 standards for Electronics Recycling

- **Data Destruction**

- On-Site Data Destruction Services
  - Hard Drive Shredding
  - Data Erasure
  - Hard Drive Degaussing
  - Hard Drive Crushing
  - Lockable Bins for Hard Drive Storage
  - Tape Destruction
- Bulk Data Destruction Services (At SEDD Facility)
  - Bulk Data Erasure
  - Bulk Hard Drive Shredding
  - Witnessed Destruction

- **Asset Recovery Services**

- Sadoff E-Recycling and Data Destruction (SEDD) offers comprehensive asset recovery services. Our systematic handling and processing enables customers to destroy data, remove assets from their live environment, and manage logistics and final disposition of assets. Depending on customer requirements, assets can be tracked by individual asset, pallet or load.
  - Onsite Data Destruction
    - Optional service to ensure all digital data is destroyed prior to leaving client site.
  - Collection
    - Assets packed and loaded at the client location. Specific handling is based on data security, compliance and cost requirements of client.
  - Secure Transport
    - Unbroken chain of custody achieved through multiple transportation options, including SEDD owned fleet of trucks.
  - Receiving
    - Assets are received and weighed against original bill of lading.
  - Processing
    - Our secure facilities offer a full range of asset recovery, asset refurbishment, parts recovery, redeployment, resale and responsible recycling.

## **IT Asset Refurbishment**

- SEDD can provide parts harvesting services where components and parts are recovered from IT and communications assets and redistributed as spares, parts for servicing and maintenance or resold to return maximum value to your business.
- The reuse of components and parts subsequently saves money by reducing the requirement for purchasing brand new components. It also has a direct positive impact on the sustainable use of resources within product lifecycles.
  - Parts We Recover
    - Memory and hard drives



- CPUs / GPUs
  - Printed circuit boards
  - Video and graphics cards
  - Laptop batteries
- 100% Data Security
  - All memory components and devices that SEDD recovers will be securely data wiped using industry and government recognized software.
- **Decommissioning Services**
  - SEDD offers a complete suite of decommissioning and commissioning services. From small office projects to complex facility projects, SEDD can help with planning, organization, modelling for asset disposition, transition plans, de-installation of assets, harvesting of hardware and software assets, and a completely secure chain of custody. Such services are generally tailored to specific client requirements.

August 16, 2017



Jason Laksy  
Sadoff E-Recycling and Data Destruction  
240 W. Arndt Street  
Fond du Lac, WI 54935

RE: Conditional Use Permit – Initial Review  
Sadoff E-Recycling  
12304 Cary Circle  
Lot 1, Papio Valley Business Park Replat 1

Mr. Lasky:

Thank you for your submittal of the Sadoff E-Recycling Conditional Use Permit (CUP) application. Staff has reviewed the initial submittal and has provided the following initial comments:

1. In regards to Articles 6.05.06, 6.05.07 and 6.05.08, please confirm that there are no external noise impacts from the processing operations and no related odors or fumes.
2. The site plan appears to have some discrepancies. Please see the attached redline and make revisions as necessary.
3. The business overview statement submitted within the application package listed the following items that will be handled at the subject location:
  - Memory and hard drives
  - CPUs/GPUs
  - Printed circuit boards
  - Video and graphics cards
  - Laptop batteries

Please provide additional information regarding possible hazardous materials and controls that will be implemented by Sadoff to prevent contamination.

4. The business overview statement needs to be revised to include additional information on the types of trucks utilized in the transport of the product (inbound and outbound).
5. Please provide locations of any other Sadoff sites with operations that reflect those that are proposed in the business overview statement.

**City Hall**  
8116 Park View Blvd.  
La Vista, NE 68128-2198  
p: 402-331-4343  
f: 402-331-4375

**Community Development**  
8116 Park View Blvd.  
p: 402-331-4343  
f: 402-331-4375

**Fire**  
8110 Park View Blvd.  
p: 402-331-4748  
f: 402-331-0410

**Golf Course**  
8305 Park View Blvd.  
p: 402-339-9147

**Library**  
9110 Giles Rd.  
p: 402-537-3900  
f: 402-537-3902

**Police**  
7701 South 96th St.  
p: 402-331-1582  
f: 402-331-7210

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**Public Works**  
9900 Portal Rd.  
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**Recreation**  
8116 Park View Blvd.  
p: 402-331-3455  
f: 402-331-0299

[www.cityoflavista.org](http://www.cityoflavista.org)  
[info@cityoflavista.org](mailto:info@cityoflavista.org)

6. The draft Conditional Use Permit will be forwarded to you after provision of this additional information. Be advised that the CUP will include conditions that will limit what items will be allowed to be handled at the proposed facility.

The CUP will also reinforce the current zoning prohibition on outdoor storage. All materials, once they arrive on the site, until they leave the premises, will be required to be stored inside.

As noted in comment #3 above, a draft Conditional Use Permit (CUP) will be forwarded to you in the coming days for your review. It should be noted that this is just a draft of the CUP document, the City Attorney will review the draft prior to forwarding it on to City Council.

Please provide revisions prior to August 21<sup>st</sup> to remain under consideration for the September 21<sup>st</sup> Planning Commission meeting.

Should you have any questions please contact me at 402-593-6402 or [csolberg@cityoflavista.org](mailto:csolberg@cityoflavista.org).

Sincerely,

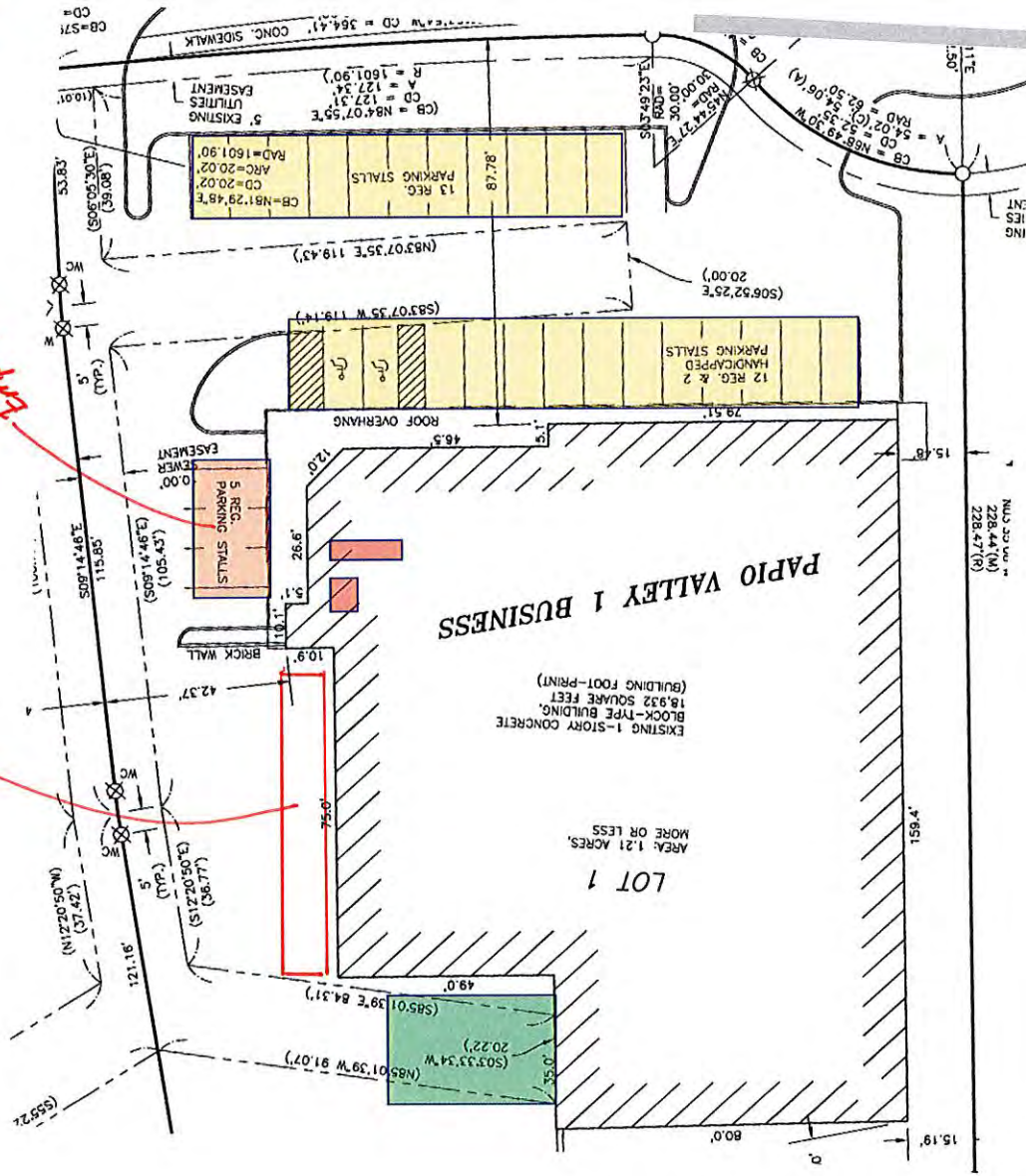


Christopher Solberg, AICP  
City Planner

Enclosure

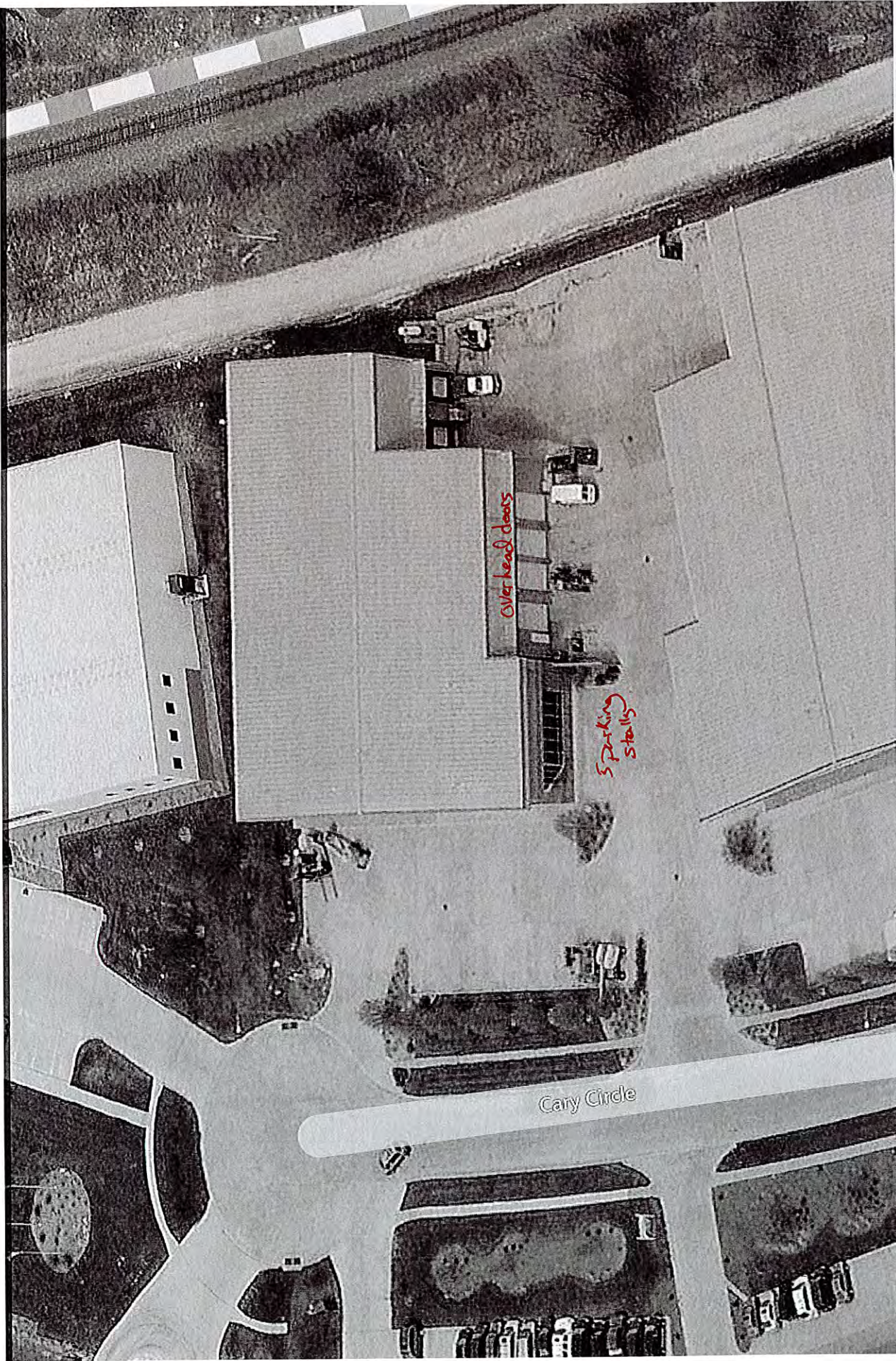
Cc: Ann Birch, Community Development Director  
John Kottmann, City Engineer  
Jeff Sinnett, Chief Building Official  
File

Overhead Doors?  
-Employee Talking?



**Waste Containers**  
will be located INSIDE building







**Dear Mr. Solberg and La Vista City Staff,**

Thank you for the opportunity to respond to your questions/concerns regarding our application for a conditional use permit for our electronics recycling operation. Below are our responses to the questions or requests for additional information.

1. In regards to Articles 6.05.06, 6.05.07 and 6.05.08, please confirm that there are no external noise impacts from the processing operations and no related odors or fumes.

**Response:** After review of the specific provisions, we do not anticipate that any of our activities will would go against any of the articles listed above. All processing will be done within the confines of the building itself. The processes for the dismantling of electronics requires the utilization of small battery-operated hand tools. Delivered electronics will enter our facility, get weighed, sorted and inventoried. Complete electronics i.e. computers, servers, networking equipment will then be dismantled by hand using the small hand tools to separate and segregate the internal components, however we will only be dismantling the electronic components to separate their in-tact individual commodity components. We will not be processing the dismantled components further. – in other words, we will not be further processing harvested components from the electronics i.e. shredding circuit boards, taking apart batteries etc...all of the components that are harvested from our dismantling process will be sold whole to other qualified recyclers throughout the country for further processing at their facilities, with the exception of hard drives. Sadoff E-Recycling and Data Destruction will utilize a small, portable specialized hard drive shredder to shred the separated hard drives, for the purpose of data destruction, meeting industry and government standards for data security. The hard drive shredder we will be using is a portable Ameri-Shred hard drive/solid state drive shredder. More information about this specific piece of equipment can be found by visiting: <http://ameri-shred.com/product-detail/solid-state-drive-shredders-series-1/>. The shredding process makes very little noise, similar to operating a forklift within the building and as such does not require hearing protection during operation and does not produce any odors or fumes. We do not anticipate any external noise, odors or fumes from our operations, dismantling or hard drive shredding process.

*\*\*Of note we applied for and received a grant from the Nebraska Recycling Council to assist in our purchase of our hard drive shredder, as they believe that this equipment will assist in achieving increased recycling rates within state of Nebraska.*

2. The site plan appears to have some discrepancies. Please see the attached redline and make revisions as necessary.

**Response:** Please see attached Appendix A, and attached revised site plan, and note the following:

- We anticipate 4-5 employees to begin and no more than 10 employees as we grow – well within the 24 available parking spaces allocated at the prospect site location.
- We have revised the plan to indicate the location of ground level overhead doors (4) these doors will be utilized for the purposes of shipping and receiving using our 26' box truck with tommy lift-gate. We anticipate using these doors for our box truck to enter our building for overnight storage purposes.

- We have revised the plan to indicate the utilization of existing 2 - truck docks with dock plates. We anticipate staging up to 2 - 53' van trailers at these docks for the purposes of shipping and receiving.
  - We have removed the indication for utilizing 5 additional employee parking spots as they will not be necessary for our use.
3. The business overview statement submitted within the application package listed the following items that will be handled at the subject location:
- Memory and hard drives
  - CPUs/GPUs
  - Printed circuit boards
  - Video and graphics cards
  - Laptop batteries

Please provide additional information regarding possible hazardous materials and controls that will be implemented by Sadoff to prevent contamination.

**Response:** As stated above we will be receiving and harvesting whole memory, printed circuit boards, video and graphics cards and laptop batteries. These products will be received, inventoried and shipped whole, and will not cause any risk of exposure to hazardous materials either for our employees or property or have any potential to produce any contamination. Specific to the handling of batteries, we will be following all local/federal laws for handling and transportation of these materials. In the event that we receive or accidentally break a battery during any of our collection, inventorying or shipping processes we have a specific procedure to address this concern and ensure the proper clean up and handling in those instances. For us to operate, our facility will be certified to the internationally recognized R2 (Responsible Recycling) standards which is an international standard for electronics recyclers requiring the proper handling, shipping, security, recycling and disposition for electronics and their components. The R2 standard and certification requires us to have specific procedures trained and in place to address the uncommon event of an accidental battery breakage. We also do not anticipate any long-term on-site storage for any of our collected materials, our business model is to get material in, sort those materials and ship them out as efficiently as possible. As a requirement of the R2 standard we will also develop a facility clean-up plan similar to the one that we already have in place at our existing facility located in Oshkosh, WI and acquire pollution insurance – this is a requirement in order for us to achieve our certification. *A copy of our E-Recycling and collection procedures are attached.*

4. The business overview statement needs to be revised to include additional information on the types of trucks utilized in the transport of the product (inbound and outbound).

**Response:** Please see revised business overview statement, Appendix B, and attached that includes specific truck type/size that we will be utilizing for transport inbound and outbound.

5. Please provide locations of any other Sadoff sites with operations that reflect those that are proposed in the business overview statement.

Sadoff currently operates 8 scrap metal and electronics recycling and collection facilities 6 located throughout Wisconsin and 2 current Nebraska locations (Omaha and Lincoln). Of those 8 facilities, our facility located in Oshkosh, WI is similar in operation to our intended site in La Vista, NE. Our intent is to replicate our Oshkosh, WI facility in La Vista, Nebraska specific to being our electronics dismantling operation. In addition to collecting electronics directly from regional businesses we will consolidate electronics from our existing retail facilities in both Omaha and Lincoln and ship those materials to our La Vista facility to go through our dismantling/harvesting processes. This allows us to generate value added efficiencies within our operations.

Our existing Nebraska facilities are located at the following addresses:

Sadoff Iron & Metal Company  
4918 F Street  
Omaha, NE 68117  
Phone: (402) 345-6624  
[www.sadoff.com](http://www.sadoff.com)

Sadoff Iron & Metal Company  
4400 W. Webster Street  
Lincoln, NE 68524  
Phone: (402) 470-2510

6. The draft Conditional Use Permit will be forwarded to you after provision of this additional information. Be advised that the CUP will include conditions that will limit what items will be allowed to be handled at the proposed facility.

The CUP will also reinforce the current zoning prohibition on outdoor storage. All materials, once they arrive on the site, until they leave the premises, will be required to be stored inside.

**Response:** The outside storage provision in the CUP is anticipated, and aligns with our intent to apply for a non-contact storm water permit through the DEQ. Which will require us to store all materials inside the building. Our site plan also indicates that we will be storing all refuse/trash collection bins inside the building as well.



The site plan for Papio Valley 1 Business shows a building footprint with several proposed and existing features. On the left side, a green-shaded area labeled "Dock Overhead Doors" contains two downward-pointing arrows. Adjacent to it is an orange-shaded area labeled "Overhead Doors" with four downward-pointing arrows. To the right of the dock area are two red rectangles labeled "Waste Containers". The building is labeled "PAPIO VALLEY 1 BUSINESS" and "EXISTING 1-STORY CONCRETE BLOCK-TYPE BUILDING, 15,000 SQUARE FEET (BUILDING FOOT-PRINT)". To the right of the building is a yellow-shaded area labeled "Employee Parking" with a note "10 REG. HANDICAPPED PARKING". Further right is another yellow-shaded area labeled "Employee Parking" with a note "10 REG. HANDICAPPED PARKING". The plan includes various survey points, bearings, and distances, such as "N12°27'00\"W (37.42')", "S09°14'45\"E 115.85'", and "S06°05'30\"E (39.08')". A note on the right side states "EXISTING UTILITIES SHOWN". The plan also shows a "BRICK WALL" and "6 REC. PARKING STALLS". A note on the left side indicates "AREA: 1.21 ACRES, MORE OR LESS". The plan is dated "228.44 (M)" and "228.47 (R)".

## **Appendix B –Revised Business Overview Statement**

### **5. Client Base/Facility Traffic:**

Our business model is a Business to Business model, there will be no retail or walk-in business at this site. Material will arrive and be shipped via 53' van trailers (Sadoff owned and common carrier) as well as utilizing a 26' secure Sadoff owned box truck with tommy liftgate. We anticipate truck traffic to our location to be light and estimate that we will have approximately 5 - 7 inbound/outbound truck loads weekly. We will be utilizing approximately 5-10 spaces for our employees/guests.

August 25, 2017



Jason Laksy  
Sadoff E-Recycling and Data Destruction  
240 W. Arndt Street  
Fond du Lac, WI 54935

RE: Conditional Use Permit – 2<sup>nd</sup> Review  
Sadoff E-Recycling  
12304 Cary Circle  
Lot 1, Papio Valley Business Park Replat 1

Mr. Lasky:

Thank you for your resubmittal of information regarding the Sadoff E-Recycling Conditional Use Permit (CUP) application. Staff has found that the revised materials have satisfactorily addressed the comments in the City's review letter dated August 16, 2017.

A draft Conditional Use Permit (CUP) has been included for your review. It should be noted that this is just a draft of the CUP document, the City Attorney will review the draft prior to forwarding it on to City Council.

In order for the CUP to be considered for review at the September 21<sup>st</sup> Planning Commission meeting, a full, revised set of documents will need to be provided for Planning Commission Packets. Please submit 11" x 17" copies (along with electronic copies) of the revised documents by noon on September 5, 2017 to ensure that the application stays on track for the review by the Planning Commission.

Should you have any questions please contact me at 402-593-6402 or [csolberg@cityoflavista.org](mailto:csolberg@cityoflavista.org).

Sincerely,

Christopher Solberg, AICP  
City Planner

Enclosure

Cc: Ann Birch, Community Development Director  
John Kottmann, City Engineer  
Jeff Sinnett, Chief Building Official  
File

**City Hall**  
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f: 402-331-1051

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8116 Park View Blvd.  
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f: 402-331-0299

[www.cityoflavista.org](http://www.cityoflavista.org)  
[info@cityoflavista.org](mailto:info@cityoflavista.org)

# **City of La Vista Conditional Use Permit**

## **Conditional Use Permit for Electronics Recycling Center**

This Conditional Use Permit issued this \_\_\_th day of \_\_\_\_\_, 2017, by the City of La Vista, a municipal corporation in the County of Sarpy County, Nebraska ("City") to, Sadoff E-Recycling and Data Destruction ("Owner"), pursuant to the La Vista Zoning Ordinance.

WHEREAS, Owner wishes to operate an electronics recycling facility upon the following described tract of land within the City of La Vista zoning jurisdiction:

Lot 1, Papio Valley 1 Business Park Replat 1, a subdivision as surveyed, platted and recorded in the City of La Vista, Sarpy County, Nebraska.

WHEREAS, Owner has applied for a conditional use permit for the purpose of operating an electronics recycling facility (*Recycling center for computers, televisions and household items*) based upon the criteria prescribed in the La Vista Zoning Ordinance; and

WHEREAS, the Mayor and City Council of the City of La Vista are agreeable to the issuance of a conditional use permit to the owner for such purposes, subject to certain conditions and agreements as hereinafter provided and prescribed in the La Vista Zoning Ordinance.

NOW, THEREFORE, BE IT KNOWN THAT subject to the conditions hereof, this conditional use permit is issued to the owner to use the area designated on Exhibit "A" hereto for an electronics recycling facility, said use hereinafter being referred to as "Permitted Use or Use".

### **Conditions of Permit**

The conditions to which the granting of this permit is subject are:

1. The rights granted by this permit are transferable and any transferee shall be bound to perform this permit the same as the original Owner. Any deviation from any terms of this permit without prior consent of the City, or breach of any terms of this permit, shall cause the permit to expire and terminate.
2. In respect to the proposed Use:
  - a. The use shall be limited to the type of operation as described in the applicant's Operational Statement (Exhibit "B") and staff report. Any change in the operational characteristics including, but not limited to, the hours of operation and additional services provided, shall require review by the Planning Department and may require an amendment to the Conditional Use Permit, subject to either City Planner or Planning Commission and City Council approval, depending on the nature of the proposed change.
  - b. A site plan set showing the property boundaries of the tract of land, proposed structures, parking, access points, and drives shall be provided to the City and attached to the permit as Exhibit "Exhibit C".
  - c. The hours of operation will be 8:00am to 5:00pm, Monday-Friday.
  - d. There shall be no storage, placement or display of goods, supplies or any other material, substance, container or receptacle outside of the facility, except trash receptacles. All trash dumpsters shall be properly screened with a six-foot enclosure and gated with materials similar to the building

- construction. Such enclosure shall obtain approval of the City Planner.
- e. The premises shall be developed and maintained in accordance with the site plan set (Exhibit C), as approved by the City and incorporated herein by this reference. Any modifications must be submitted to the Chief Building Official for approval.
  - f. Owner shall obtain all required permits from the City of La Vista and shall comply with any additional requirements as determined by the Chief Building Official, including, but not limited to, building, fire, FAA and ADA.
  - g. Owner shall comply (and shall ensure that all employees, invitees, suppliers, structures, appurtenances and improvements, and all activities occurring or conducted, on the premises at any time comply) with any applicable federal, state and/or local regulations, as amended or in effect from time to time, including, but not limited to, applicable environmental or safety laws, rules or regulations.
  - h. Owner hereby indemnifies the City against, and holds the City harmless from, any liability, loss, claim or expense whatsoever (including, but not limited to, reasonable attorney fees and court cost) arising out of or resulting from the acts, omissions or negligence of the owner, his agents, employees, assigns, suppliers or invitees, including, but not limited to, any liability, loss, claim or expense arising out of or resulting from any violation on the premises of any environmental or safety law, rule or regulation.
3. The applicant's right to maintain the use as approved pursuant to these provisions shall be based on the following:
    - a. An annual inspection to determine compliance with the conditions of approval. The conditional use permit may be revoked upon a finding by the City that there is a violation of the terms of approval, if the violation continues after written notice from the City to Owner and a reasonable time for Owner to cure such violation.
    - b. The use authorized by the conditional use permit must be initiated within one (1) year of approval and shall become void two (2) years after the date of approval unless the applicant has fully complied with the terms of approval.
    - c. All obsolete or unused structures, accessory facilities or materials with an environmental or safety hazard shall be abated and/or removed at owner's expense within twelve (12) months of cessation of the conditional use.
  4. Notwithstanding any other provision herein to the contrary, this permit, and all rights granted hereby, shall expire and terminate as to a permitted use hereunder upon the first of the following to occur:
    - a. Owner's abandonment of the permitted use. Non-use thereof for a period of twelve (12) months shall constitute a presumption of abandonment.
    - b. Cancellation, revocation, denial or failure to maintain any federal, state or local permit required for the Use.
    - c. Owner's breach of any other terms hereof and his failure to correct such breach within ten (10) days of City's giving notice thereof.
  5. If the permitted use is not commenced within one (1) year from \_\_\_\_\_, 2017 this Permit shall be null and void and all rights hereunder shall lapse, without prejudice to owner's right to file for an extension of time pursuant to the La Vista Zoning Ordinance.
  6. In the event of the owner's failure to promptly remove any safety or environmental hazard from the premises, or the expiration or termination of this permit and the owner's failure to promptly remove any permitted materials or any remaining environmental or safety hazard, the City may, at its option (but without any obligation to the owner or any third party to exercise said option) cause the same to be removed at owner's cost (including, but not limited to, the cost of any excavation and earthwork that is necessary or advisable) and the owner shall reimburse the City the costs incurred to remove the same. Owner hereby irrevocably grants the City, its agents and employees the right to enter the premises and to



take whatever action as is necessary or appropriate to remove the structures or any environmental or safety hazards in accordance with the terms of this permit, and the right of the City to enter the premises as necessary or appropriate to carry out any other provision of this permit.

7. If any provision, or any portion thereof, contained in this agreement is held to be unconstitutional, invalid, or unenforceable, the remaining provisions hereof, or portions thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

#### **Miscellaneous**

1. The conditions and terms of this permit shall be binding upon owner, his successors and assigns.
2. Delay of City to terminate this permit on account of breach of owner of any of the terms hereof shall not constitute a waiver of City's right to terminate, unless it shall have expressly waived said breach and a waiver of the right to terminate upon any breach shall not constitute a waiver of the right to terminate upon a subsequent breach of the terms hereof, whether said breach be of the same or different nature.
3. Nothing herein shall be construed to be a waiver or suspension of, or an agreement on the part of the City to waive or suspend, any zoning law or regulation applicable to the premises except to the extent and for the duration specifically authorized by this permit.
4. Any notice to be given by City hereunder shall be in writing and shall be sufficiently given if sent by regular mail, postage prepaid, addressed to the owner as follows:

**Contact Name and Address:** Jason Lasky  
Sadoff E-Recycling & Data Destruction  
240 W. Arndt Street  
Fond du Lac, WI 54935

**Effective Date:**

This permit shall take effect upon the filing hereof with the City Clerk a signed original hereof.

THE CITY OF LA VISTA

By \_\_\_\_\_  
Douglas Kindig, Mayor

Attest:

\_\_\_\_\_  
Pam A. Buethe  
City Clerk

**CONSENT AND AGREEMENT**

The undersigned does hereby consent and agree to the conditions of this permit and that the terms hereof constitute an agreement on the part of the undersigned to fully and timely perform each and every condition and term hereof, and the undersigned does hereby warrant, covenant and agree to fully and timely perform and discharge all obligations and liabilities herein required by owner to be performed or discharged.

Owner:

By: \_\_\_\_\_

Title: \_\_\_\_\_

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

## ACKNOWLEDGMENT OF NOTARY

STATE OF NEBRASKA )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_ day of \_\_\_\_\_, 2017, before me, a Notary Public duly commissioned and qualified in and for said County and State, appeared Douglas Kindig and Pamela A. Bueth, personally known by me to be the Mayor and City Clerk of the City of La Vista, and the identical persons whose names are affixed to the foregoing Agreement, and acknowledged the execution thereof to be their voluntary act and deed and the voluntary act and deed of said City.

Notary Public

## ACKNOWLEDGMENT OF NOTARY

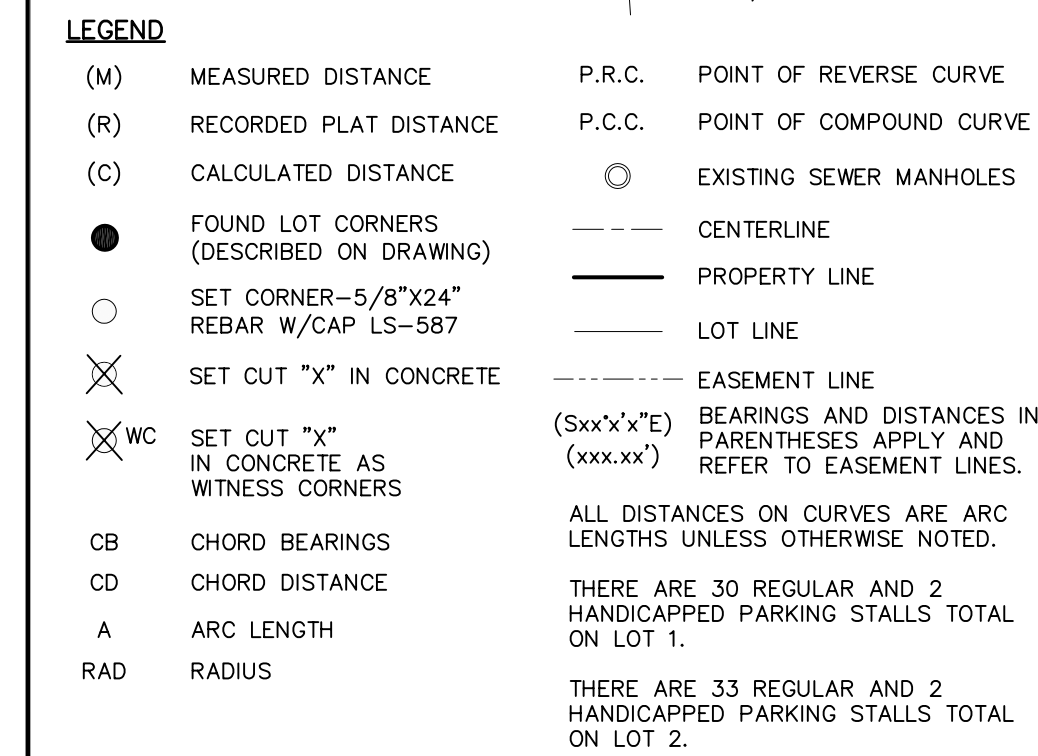
STATE OF CALIFORNIA )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_ day of \_\_\_\_\_, 2017, before me, a Notary Public duly commissioned and qualified in and for said County and State, appeared [\_\_\_\_\_], personally known by me to be the \_\_\_\_\_ of Sadoff E-Recycling & Data Destruction, and the identical person whose name is affixed to the foregoing Agreement, and acknowledged the execution thereof to be his voluntary act and deed and the voluntary act and deed of said company.

Notary Public

## EXHIBIT A

Lot 1, Papio Valley 1 Business Park Replat 1, a subdivision as surveyed, platted and recorded in the City of La Vista, Sarpy County, Nebraska.



---

Sarpy County Public Works Official

## City Planner

## NEBRASKA LAND SURVEYOR #587

SHEET NUMBER  
**SS-1**

AT OF LOT 4  
EY 1 BUSINESS PARK  
Y OF LAVISTA,  
RPY COUNTY,  
NEBRASKA



## EXHIBIT B



## **Business Overview:**

### **1. Business Concept and Description:**

Sadoff E-Recycling & Data Destruction (SEDD) is a subsidiary of Sadoff Iron and Metal Company. We provide our customers with a Safe/Secure and Environmentally sustainable recycling solutions for their End of Life Electronics (EOLE). Our new facility in Omaha will be dedicated to processing EOLE, this includes the dismantling of the electronic devices to separate the recyclable/resale materials. This site will also be dedicated to Secure Data destruction, the site will employ a state of the art Hard Drive shredder as well as other data destruction devices. All customer data that is sent to our facility will be destroyed. SEDD will set itself apart from others by shredding every hard drive that is sent to us. We will not resale any hard drive. This provides our customers with an added layer of protection that their data will never see the light of day once it is on our hands.

### **2. Prospect Facility Locations:**

Site selection is being done utilizing a local real estate firm CBRE. We have identified a few sites that we feel will suit our business needs. The sites we have selected are zoned either General Industrial or Heavy Industrial.

12304 Cary Circle  
La, Vista Nebraska 68128

### **4. Employment:**

Our new facility will provide for employment of 4 staff in the beginning with the potential to add additional staff as our business grows. These positions will range from general laborer to electronic dismantling technicians as well as account representatives. These positions will enjoy a full benefit package including; Health, 401k, and personal time off.

#### **4. Facility Utilization:**

The new facility will incorporate a Warehouse, Dismantling, and Secure Data Destruction areas as well as office space for the facility manager and account representatives. – See Facility Site Plan

#### **5. Client Base/Facility Traffic:**

Our business model is a Business to Business model, there will be no retail or walk-in business at this site. Material will arrive and be shipped via 53' van trailers (Sadoff owned and common carrier) as well as utilizing a 26' secure Sadoff owned box truck with tommy liftgate. We anticipate truck traffic to our location to be light and estimate that we will have approximately 5 - 7 inbound/outbound truck loads weekly. We will be utilizing approximately 5-10 spaces for our employees/guests.

#### **6. Days/Hours of Operation:**

Our Facility will operate Monday thru Friday 8am – 5pm, with days off for holidays.

#### **3. Services Offered:**

- **End of Life Electronics Recycling**

- We offer collection and logistics support, guaranteed data destruction and reporting. Our facilities operate to best industry and government standards and will be certified to R2 standards for Electronics Recycling

- **Data Destruction**

- On-Site Data Destruction Services
  - Hard Drive Shredding
  - Data Erasure
  - Hard Drive Degaussing
  - Hard Drive Crushing
  - Lockable Bins for Hard Drive Storage
  - Tape Destruction
- Bulk Data Destruction Services (At SEDD Facility)
  - Bulk Data Erasure
  - Bulk Hard Drive Shredding
  - Witnessed Destruction

- **Asset Recovery Services**

- Sadoff E-Recycling and Data Destruction (SEDD) offers comprehensive asset recovery services. Our systematic handling and processing enables customers to destroy data, remove assets from their live environment, and manage logistics and final disposition of assets. Depending on customer requirements, assets can be tracked by individual asset, pallet or load.
  - Onsite Data Destruction
    - Optional service to ensure all digital data is destroyed prior to leaving client site.
  - Collection
    - Assets packed and loaded at the client location. Specific handling is based on data security, compliance and cost requirements of client.
  - Secure Transport
    - Unbroken chain of custody achieved through multiple transportation options, including SEDD owned fleet of trucks.
  - Receiving
    - Assets are received and weighed against original bill of lading.
  - Processing
    - Our secure facilities offer a full range of asset recovery, asset refurbishment, parts recovery, redeployment, resale and responsible recycling.

## **IT Asset Refurbishment**

- SEDD can provide parts harvesting services where components and parts are recovered from IT and communications assets and redistributed as spares, parts for servicing and maintenance or resold to return maximum value to your business.
- The reuse of components and parts subsequently saves money by reducing the requirement for purchasing brand new components. It also has a direct positive impact on the sustainable use of resources within product lifecycles.
  - Parts We Recover
    - Memory and hard drives

- CPUs / GPUs
  - Printed circuit boards
  - Video and graphics cards
  - Laptop batteries
- 100% Data Security
  - All memory components and devices that SEDD recovers will be securely data wiped using industry and government recognized software.
- **Decommissioning Services**
  - SEDD offers a complete suite of decommissioning and commissioning services. From small office projects to complex facility projects, SEDD can help with planning, organization, modelling for asset disposition, transition plans, de-installation of assets, harvesting of hardware and software assets, and a completely secure chain of custody. Such services are generally tailored to specific client requirements.

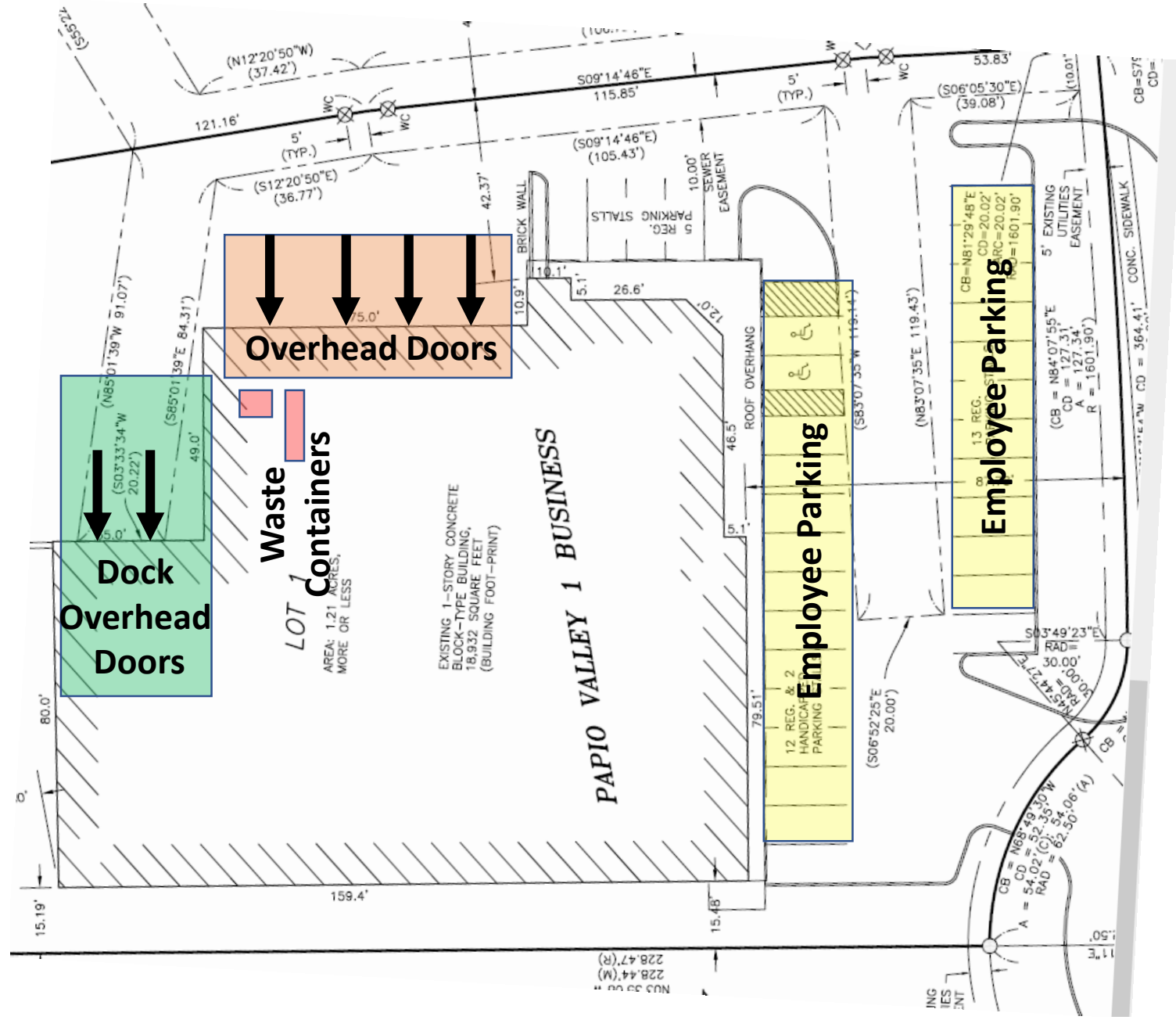
## **5. Client Base/Facility Traffic:**

Our business model is a Business to Business model, there will be no retail or walk-in business at this site. Material will arrive and be shipped via 53' van trailers (Sadoff owned and common carrier) as well as utilizing a 26' secure Sadoff owned box truck with tommy liftgate. We anticipate truck traffic to our location to be light and estimate that we will have approximately 5 - 7 inbound/outbound truck loads weekly. We will be utilizing approximately 5-10 spaces for our employees/guests.

## EXHIBIT C







**CITY OF LA VISTA  
MAYOR AND CITY COUNCIL REPORT  
OCTOBER 17, 2017 AGENDA**

<b>Subject:</b>	<b>Type:</b>	<b>Submitted By:</b>
APPLICATION FOR REPLAT – LOT 51 AND LOT 28A1 BROOK VALLEY BUSINESS PARK, & LOT 2 BROOK VALLEY BUSINESS PARK REPLAT FOUR (SW OF 108 <sup>TH</sup> & OLIVE ST.)	◆ RESOLUTION (2) ORDINANCE RECEIVE/FILE	ANN BIRCH COMMUNITY DEVELOPMENT DIRECTOR

**SYNOPSIS**

Resolutions have been prepared for approval of a replat and subdivision agreement for approximately 19.12 acres located southwest of 108<sup>th</sup> Street and Olive Street.

**FISCAL IMPACT**

None.

**RECOMMENDATION**

Approval.

**BACKGROUND**

Resolutions have been prepared to consider applications for a replat and subdivision agreement, submitted by REDZ, LLC, on behalf of themselves and additional property owners, Peelz Real Estate, LLC, for approximately 19.12 acres currently described as Lot 51 and Lot 28A1 Brook Valley Business Park, and Lot 2, Brook Valley Business Park Replat Four. The property is generally located on the west of 108th Street, south of Olive Street.

The purpose of the requests is to replat the property into multiple lots for development. A detailed staff report is attached.

The Planning Commission held a meeting on September 21, 2017, and unanimously recommended approval of the final plat contingent on the final resolution of issues related to the Army Corps of Engineers and Sarpy County and the finalization of a subdivision agreement prior to City Council review, as the request is consistent with the Subdivision Regulations and the Comprehensive Plan.

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA, FOR APPROVAL OF THE FINAL PLAT FOR LOT 51 AND LOT 28A1, BROOK VALLEY BUSINESS PARK, AND LOT 2, BROOK VALLEY BUSINESS PARK REPLAT FOUR, LOCATED IN SECTION 17, TOWNSHIP 14 NORTH, RANGE 12 EAST OF THE 6<sup>TH</sup> P.M., SARPY COUNTY, NEBRASKA, TO BE REPLATTED AS LOTS 1 , 2 AND 3, BROOK VALLEY BUSINESS PARK REPLAT FIVE.

WHEREAS, the applicant, REDZ, LLC has made application for approval of a final plat for Lot 51 and Lot 28A1, Brook Valley Business Park, and Lot 2, Brook Valley Business Park Replat Four, located in Section 17, T14N, R12E; and

WHEREAS, the City Engineer has reviewed the preliminary and final plat; and

WHEREAS, on September 21, 2017, the La Vista Planning Commission reviewed the final plat and recommended approval subject to the following conditions:

1. Resolution of issues related to the Army Corps of Engineers and Sarpy County; and
2. Finalization of a subdivision agreement prior to City Council review.

. NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of La Vista, Nebraska, that the final plat for Lot 51 and Lot 28A1, Brook Valley Business Park, and Lot 2, Brook Valley Business Park Replat Four, located in Section 17, T14N, R12E, to be replatted as Lots 1, 2 and 3, Brook Valley Business Park Replat Five, a subdivision located in Section 17, Township 14 North, Range 12 East of the 6<sup>th</sup> P.M., Sarpy County, Nebraska, generally located southwest of 108<sup>th</sup> Street and Olive Street, be, and hereby is, approved.

PASSED AND APPROVED THIS 17<sup>TH</sup> DAY OF OCTOBER, 2017.

CITY OF LA VISTA

ATTEST:

\_\_\_\_\_  
Douglas Kindig, Mayor

\_\_\_\_\_  
Pamela A. Buethe, CMC  
City Clerk

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA APPROVING A SUBDIVISION AGREEMENT FOR LOTS 1-3, BROOK VALLEY BUSINESS PARK REPLAT FIVE.

WHEREAS, the City Council did on October 17, 2017, approve the final plat for Lots 1-3, Brook Valley Business Park Replat Five Subdivision subject to certain conditions; and

WHEREAS, the Subdivider, REDZ, LLC, has agreed to execute a Subdivision Agreement satisfactory in form and content to the City; and

NOW THEREFORE, BE IT RESOLVED, that the Subdivision Agreement presented at the October 17, 2017, City Council meeting for the Brook Valley Business Park Replat Five Subdivision be and hereby is approved and the Mayor and City Clerk be and hereby are authorized to execute same on behalf of the City, subject to the conditions of Council replat approval and with such revisions that the City Administrator or City Engineer may determine necessary or advisable.

PASSED AND APPROVED THIS 17<sup>TH</sup> DAY OF OCTOBER, 2017.

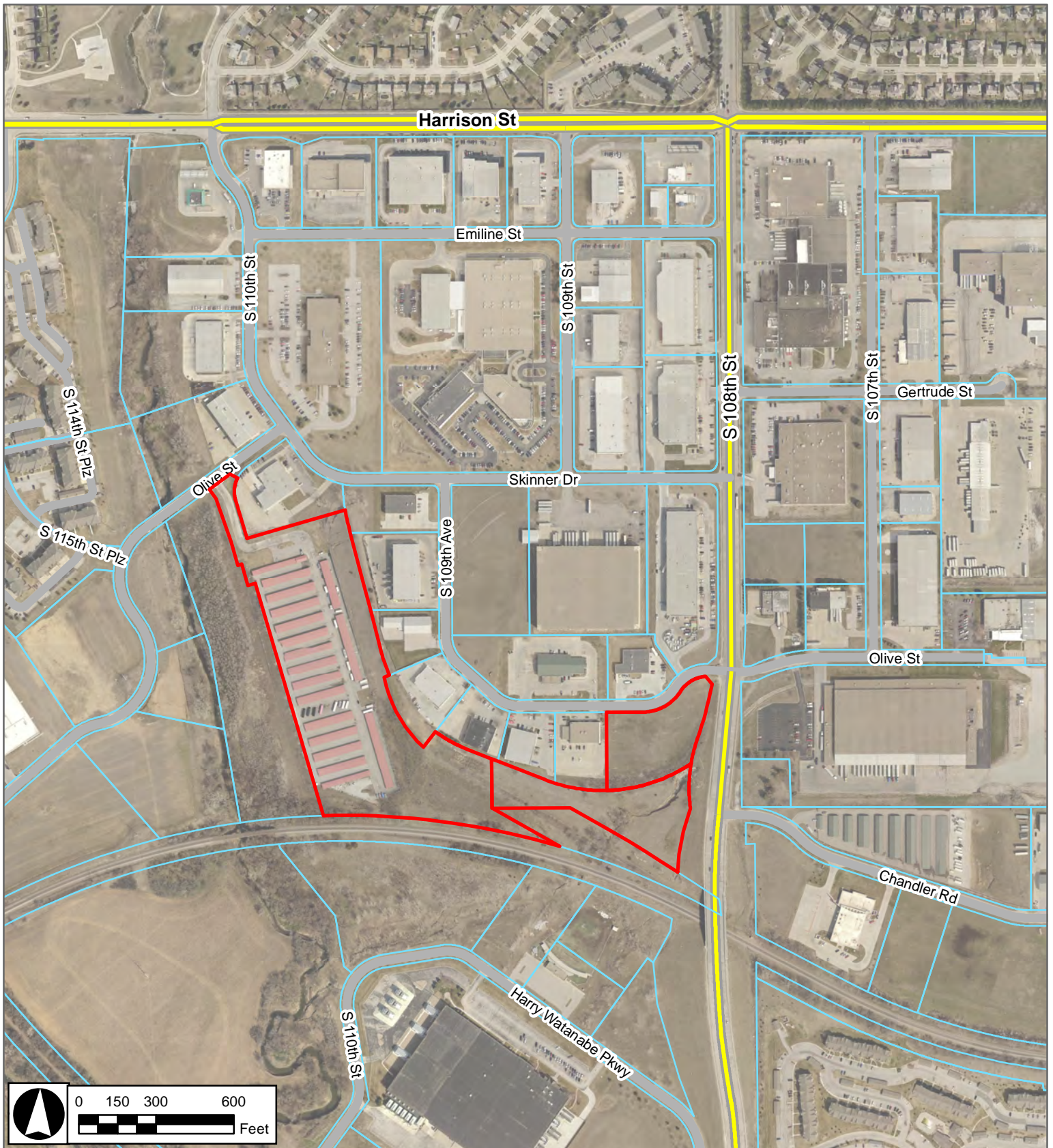
CITY OF LA VISTA

\_\_\_\_\_  
Douglas Kindig, Mayor

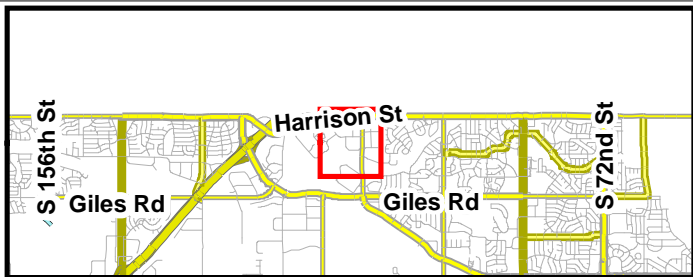
ATTEST:

\_\_\_\_\_  
Pamela A. Buethe, CMC  
City Clerk





## Project Vicinity Map



## Brook Valley Business Park Replat Five Lots 1, 2, & 3

9-14-2017  
JMC







June 16, 2017

Zachary Daub  
REDZ, LLC  
2800 South 110<sup>th</sup> Ct. 31  
Omaha, NE 68144

RE: Replat Application – Initial Review  
Brook Valley Business Park Replat 5

Mr. Daub,

We have reviewed the documents submitted for the above-referenced application. Based on the elements for consideration set forth in the applicable section of the Subdivision Regulations for the Replat, the City has the following comments:

Preliminary Plat

1. Please show the approximate acreage (nearest tenth acre) on each of the proposed lots on the preliminary plat for compliance with Article 3.03.06.
2. Please label Chandler Road to the east of proposed Lot 2. Also, show or make notations that public water mains and gas mains exist to serve the proposed lots. A copy of the jurisdictional delineation report (addressed elsewhere in these comments) will full fulfill the request for showing watercourses and ravines. This is in accordance with Article 3.03.07.
3. Relative to Article 3.03.10, please identify to what extent the sanitary sewer is proposed to be public and whether there will be other public or shared, private infrastructure (such as water main for fire protection to Lot 2 or cross-parking or shared roadway). In verbal conversations with the applicant's engineer the City Engineer has indicated that it would be possible for public participation in the storm sewer installation as a result of the need to address an ongoing erosion problem and protect the integrity of the 108<sup>th</sup> Street roadway embankment. There needs to be a meeting with the applicant's representatives, the City and Sarpy County to discuss the details and process of reaching an agreement on the storm sewer improvements.
4. Relative to Article 3.03.11, please submit a copy of the jurisdictional delineation report and the acceptance or determination by the Corps of Engineers that there are no jurisdictional areas involved in the proposed development limits.
5. Some existing easements have not been illustrated as required by Article 3.03.12. The existing 20 feet wide sanitary sewer easement from Book 51,

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7701 South 96th St.  
p: 402-331-1582  
f: 402-331-7210

**Public Buildings & Grounds**  
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**Public Works**  
9900 Portal Rd.  
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f: 402-331-1051

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f: 402-331-0299

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[info@cityoflavista.org](mailto:info@cityoflavista.org)

Page 71 of the Sarpy County Misc. Records needs to be extended up to Lot 54 abutting proposed Lot 3. Former lot line easements from previous plat dedications are not shown, such as between Lot 2, BVBP Replat Four and BVBP Lot 28A. If those are to be released, then evidence of utility company agreement to do so will be needed before recording the plat; otherwise they need to be illustrated. There also appears to be an ingress-egress easement at the north end of proposed Lot 3 per Instrument No. 2005-44316. Finally, the applicant needs to provide some form of communication from the BNSF that indicates the spur track easement that exists/existed along the south line of Lot 51 has been released so that development can take place as proposed.

6. In accordance with Article 3.03.15 please provide itemized estimates for proposed public and/or private, shared infrastructure improvements. With the exception of the public storm sewer noted in Item 3, the City Engineer does not expect any public funding to be involved in the infrastructure improvements. You may proceed to prepare exhibits of the proposed infrastructure to incorporate into a subdivision agreement. A sample subdivision agreement will be provided as a starting point. The agreement will need to include provisions for maintenance of shared, private infrastructure.
7. The line style in the legend for "Proposed Water Main" appears to be the same line style as what seems to be delineating the building envelope.
8. The proposed building plan shown on Lots 1 and 2 on the preliminary plat does not appear to meet the requirements of I-2 zoning for 25 feet rear or 30 feet side yard requirements. This would not be something that can be addressed by waiving subdivision regulations and no such request was made. The development plan will need to be revised or else some other request, such as a PUD, would need to be made. It should also be noted that the proposed storm sewer and drainage easement along the common line between Lots 1 and 2 is not the same width between the preliminary plat (25 feet) and the final plat (20 feet).
9. In regards to Article 3.03.19, the applicant needs to provide a statement as to the maximum expected peak hour traffic from proposed Lots 1 and 2 using trip generation rates for the proposed uses based on the Trip Generation manual published by the Institute of Transportation Engineers. The results of that peak hour estimation will determine whether any additional traffic impact study is required.
10. Relative to Article 3.03.20, the extent to which the sanitary sewer installation is proposed to be public needs to be shown (Item 3 above). Also, a preliminary drainage study for the proposed storm sewer that defines the necessary easement for a 100-year storm event is needed. The preliminary plat shows the proposed storm sewer crossing over an existing storm sewer to reach another existing storm sewer (both the same size). Since it is somewhat unusual for storm sewers to cross over each other and not connect, this can

lead to possible confusion in future maintenance and utility locating operations. However, if there is a physical need based on pipe elevations, the proposed alignment may be justified. Please provide the necessary details to explain the proposal. Also, a conceptual post-construction storm water management plan is needed that identifies providing water quality improvements for the first one-half inch of runoff and detention of runoff to maintain 2-year return frequency storm event peak flows to existing conditions. The capacity of the existing pipe under the BNSF railroad at the downstream side of these lots needs to be addressed as well. A post-construction storm water permit will be required through the Permix web site. Lots 1 and 2 can share such a permit with an appropriate cross-easement agreement for operation and maintenance. If additional development is proposed on Lot 3, it will have to address post-construction storm water management at the time of a building permit for such additional development.

#### Final Plat

11. The title block of the Final Plat needs to be corrected from "Sarpy County Administrative Subdivision" to "Final Plat".
12. The label on the graphic scale needs correction as the text is garbled.
13. References to the City in the Planning Commission and City Council approval blocks need to be corrected as "La Vista" is two words.
14. Relative to Article 3.05.13, the approval block for the Planning Commission needs to have "Chairman" changed to "Chairperson" according to Section 10.03 of the Subdivision Regulations.
15. Relative to Article 3.05.19, the surveyor's certification block needs to be revised to have the first sentence of the standard language in Section 10.02 of the Subdivision Regulations added.
16. In accordance with Article 3.05.24 please provide itemized cost estimates, including engineering fees, for the proposed public improvements and for proposed private, shared infrastructure improvements. Any request for public participation in the public storm sewer construction needs to be set forth. Prior to releasing the final plat for recording, a satisfactory financial guarantee in the amount of 110% of such estimate will be required. Refer to Section 7.02 of the Subdivision Regulations for more information on improvement guarantees.
17. An acceptable subdivision agreement will be needed prior to City Council action. See Item 6 above.
18. The final plat has a notation stating no direct vehicular access onto 108<sup>th</sup> Street over the east lines of proposed Lots 1 and 2. The previous final plat of



Brook Valley Business Park, Lots 51-61 included a restriction of vehicular access from Lot 51 (now proposed Lot 1) onto 108<sup>th</sup> Street. There is an existing drive apron on the west side of 108<sup>th</sup> Street opposite of Chandler Road intersection that provided for vehicular access to Lot 28A. However, topography makes use of that drive apron very unlikely. The restriction of vehicular access onto 108<sup>th</sup> Street from Lots 1 and 2 is very appropriate.

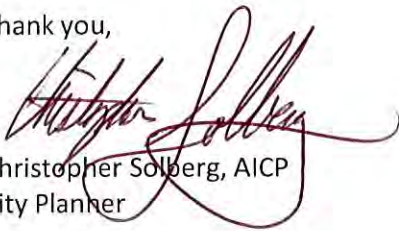
At the time of building permit, tract sewer connection fees will be collected on this property at the rate of \$6,690 per acre. This fee is subject to change at January 1, 2018. In regards to Lot 3, the fee would apply to the portion of former Lot 28A that is added into proposed Lot 3 and would be collected at such time as a building permit is issued on this portion of Lot 3. The acreage of former Lot 28A involved in Lot 3 needs to be documented in the subdivision agreement in the section addressing tract connection fees for future reference.

Storm water management fees will be applicable to this property and will need to be collected at the applicable rate at the time of building permit.

Please submit 4 full size copies (along with electronic copies) of the revised documents. A timeline for review by Planning Commission and City Council will be determined after review of the revised documents.

If you have any questions regarding these comments please feel free to contact me at any time.

Thank you,



Christopher Solberg, AICP  
City Planner

Attachment

cc: Ann Birch, Community Development Director  
John Kottmann, City Engineer  
Scott Loos P.E., Thompson, Dreessen, & Dorner, Inc.  
William Peel, Peelz Real Estate, LLC



July 5, 2017

Zachary Daub  
REDZ, LLC  
2800 South 110<sup>th</sup> Ct. 31  
Omaha, NE 68144

RE: Replat Application – 2nd Review  
Brook Valley Business Park Replat 5

Mr. Daub,

We have reviewed the revised documents submitted for the above-referenced application on June 26, 2017. Based on the elements for consideration set forth in the applicable section of the Subdivision Regulations for the Replat, the City has the following comments:

1. The revised preliminary plat now indicates a 40 feet long public sanitary sewer extension instead a longer extension in Lot 3. Since the proposed extension only goes from a manhole in the center of the street to just beyond the right of way line, staff does not see that this needs to be a public sewer extension. Each lot (Lots 1 and 2) can have its own service line to the sanitary sewer in the street. Please verify the depth of the sanitary sewer in Olive Street being adequate to reach Lot 2 in this revised routing.
2. Please submit a copy of the jurisdictional delineation report and the acceptance or determination by the Corps of Engineers that there are no jurisdictional areas impacted by the proposed development activity or at least that such would be within nationwide permit parameters. The preliminary plat shows a "potential jurisdictional channel".
3. Information is needed as to what is proposed for former lot line easements from prior plat dedications such as between Lot 2, Brook Valley Business Park (BVBP) Replat Four and Lot 28, BVBP and between Lots 28 and 51, BVBP. If those are to be released, then evidence of utility company agreement to do so will be needed before recording the plat; otherwise, they need to be illustrated on the plat.
4. Copies of the agreements made with the BNSF releasing rights to the spur track on the property need to be provided.
5. There remains a discrepancy in regards to the proposed width of the storm sewer easement along the common lines of Lots 1 and 2. It is shown as 25

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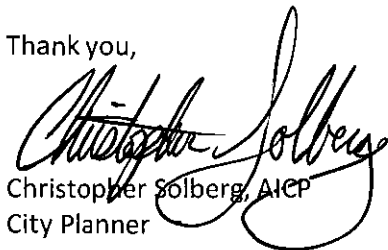
feet on the preliminary plat and 20 feet on the final plat. Also, the extension of the storm sewer easement from the west side of Lot 1 to the south along the common lines of Lots 2 and 3 will need to be at least 30 feet wide which is the existing width in total along the west side of Lot 1, but will be subject to major storm path easement needs. There will need to be closure of the gap between the existing storm sewer easements as noted on the attached excerpt from the final plat.

6. The trip generation estimates provided indicate the additional traffic volumes in peak hours will not reach the threshold requiring a complete traffic impact analysis.
7. Since this site drains to an existing culvert under the BNSF rail line, the City Engineer recommends that the drainage study show no increase in peak flows to this culvert from development of this property for all storm events up to and including the 100-year return frequency storm event. The drainage study indicates some increase in the 100-year peak flows which will require additional attenuation. The general concepts for water quality facilities are satisfactory. A detailed review of the drainage study is still in progress.
8. In regards to the request for participation in the costs of extending the existing public storm sewer that will address the current, serious erosion problem, the City Engineer will pursue some form of agreement with Sarpy County to obtain the funding to apply towards the proposed construction and anticipate this would be incorporated into the proposed subdivision agreement.
9. The draft subdivision agreement is currently under review, comments on the agreement will be provided separately.
10. The revised plat has adjusted the proposed lot line between Lots 1 and 2, however; there still appears to be an issue with meeting a 25 feet rear yard at the southeast corner of the proposed building on Lot 1 based on what is drawn on the preliminary plat. An adjustment to the proposed lot line would appear to be able to solve the problem.

Please submit 4 full size copies (along with electronic copies) of the revised documents. A timeline for review by Planning Commission and City Council will be determined after review of the revised documents.

If you have any questions regarding these comments please feel free to contact me at any time.

Thank you,

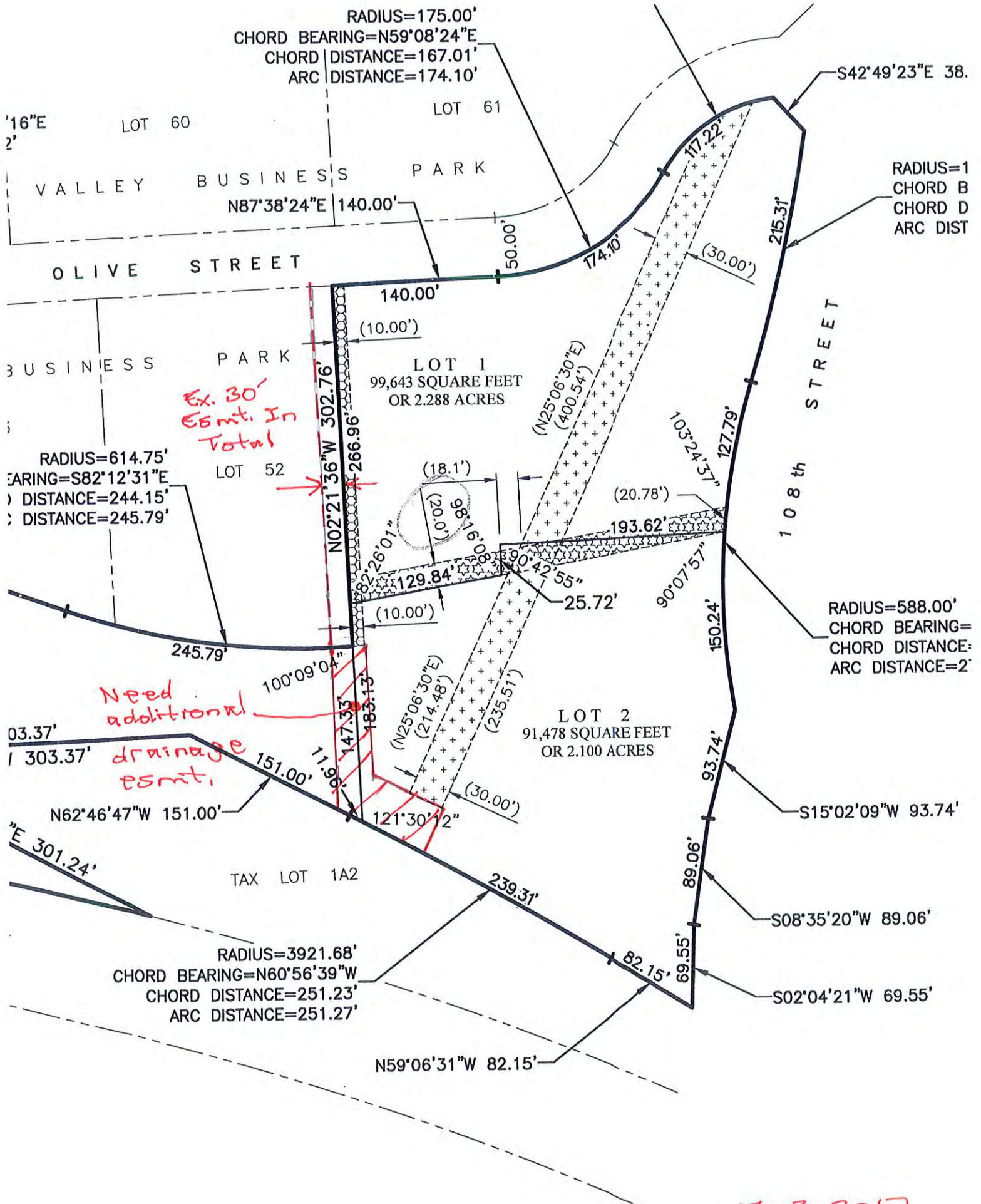
A handwritten signature in black ink, appearing to read "Christopher Solberg". The signature is fluid and cursive, with the first name "Christopher" written in a larger, more prominent script than the last name "Solberg".

Christopher Solberg, AICP  
City Planner



Attachment

cc: Ann Birch, Community Development Director  
John Kottmann, City Engineer  
Scott Loos P.E., Thompson, Dreessen, & Dorner, Inc.  
William Peel, Peelz Real Estate, LLC



7-3-2017  
2nd City Engr Review

July 24, 2017

City of La Vista  
Attn: Mr. Christopher Solberg, AICP  
8116 Park View Blvd.  
La Vista, Nebraska 68128-2198

RE: Brook Valley Business Park Replat 5  
Lot 51 Brook Valley Business Park II and Tax Lot 28A1  
108<sup>th</sup> and Olive Street  
Omaha, Nebraska  
TD2 Job No. 1542-120

Mr. Solberg:

We are writing in response to your comment letter dated July 5, 2017.

In response to Item 1: We have verified the depth of the sanitary sewer in Olive Street and have adjusted the plans to provide individual services for each proposed building.

In response to Item 2: We have met with the USACOE reviewer, Ms. Joleen Hulsing, on site to determine the jurisdictional areas but have not received a formal delineation report or determination that a nationwide permit would be sufficient for the proposed development.

In response to Item 3: We've attached the easement vacation from OPPD and are waiting on the other utilities for their letters.

In response to Item 4: A copy of the BNSF agreement is attached hereto.

In response to Item 5: The revised submittal has included consistently showing the easement at 25 feet in width on both documents.

In response to Item 6: No response is required.

In response to Item 7: The proposed storm sewer system has been revised to provide additional attenuation of the 100 year peak flows from the developed property.

In response to Items 8 and 9: No response is required.

In response to Item 10: An adjustment has been made to the lot line to accommodate the yard requirements.

Attached please find four copies of the revised information referred to above along with a flash drive containing digital copies of same.

Mr. Christopher Solberg  
Brook Valley Business Park Replat 5  
La Vista, Nebraska  
July 24, 2017  
Page 2

Please contact the undersigned with any questions or if additional information is required.

Respectfully submitted,

THOMPSON, DREESSEN & DORNER, INC.

A handwritten signature in blue ink, reading "Douglas S. Dreessen, P.E.". The signature is stylized with large, flowing loops for the first and last names.

Douglas S. Dreessen, P.E.

DSD/tjp





August 25, 2017

Zachary Daub  
REDZ, LLC  
2800 South 110<sup>th</sup> Ct. 31  
Omaha, NE 68144

RE: Replat Application – 3rd Review  
Brook Valley Business Park Replat 5

Mr. Daub,

We have reviewed the revised documents submitted for the above-referenced application on July 24, 2017. Based on the elements for consideration set forth in the applicable section of the Subdivision Regulations for the Replat, the City has the following comments:

1. Information needs to be provided indicating that the proposed development can be accomplished under a nationwide permit from Corps. This information needs to be provided prior to the September 5, 2017 deadline for Planning Commission packet document submittals.
2. There needs to be an indication that Sarpy County is willing to participate in the proposed public storm sewer extension to the extent requested by the applicant. The City Engineer submitted a request to Sarpy County Public Works on August 14 based on the applicant's request. If this issue is unresolved at the time of Planning Commission review, staff's recommendation to the Planning Commission would include a contingency for reaching a satisfactory agreement with Sarpy County concerning the public storm sewer extension. This would be documented in the subdivision agreement that would be part of the approval process at the City Council level.
3. As noted in Item 2, the subdivision agreement will need to be finalized before going to City Council.

In order for the replat to be considered for review at the September 21<sup>st</sup> Planning Commission meeting, a full, revised set of documents will need to be provided for Planning Commission Packets. Please submit 14 full size copies (along with electronic copies) of the revised documents by noon on September 5, 2017 to ensure that the application stays on track for the review by the Planning Commission.

**City Hall**  
8116 Park View Blvd.  
La Vista, NE 68128-2198  
p: 402-331-4343  
f: 402-331-4375

**Community Development**  
8116 Park View Blvd.  
p: 402-331-4343  
f: 402-331-4375

**Fire**  
8110 Park View Blvd.  
p: 402-331-4748  
f: 402-331-0410

**Golf Course**  
8305 Park View Blvd.  
p: 402-339-9147

**Library**  
9110 Giles Rd.  
p: 402-537-3900  
f: 402-537-3902

**Police**  
7701 South 96th St.  
p: 402-331-1582  
f: 402-331-7210

**Public Buildings & Grounds**  
8112 Park View Blvd.  
p: 402-331-4343  
f: 402-331-4375

**Public Works**  
9900 Portal Rd.  
p: 402-331-8927  
f: 402-331-1051

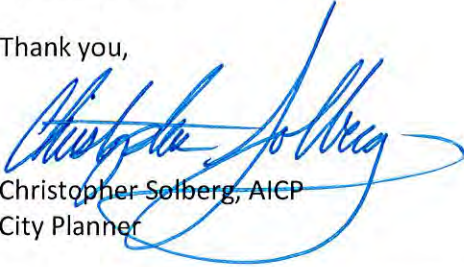
**Recreation**  
8116 Park View Blvd.  
p: 402-331-3455  
f: 402-331-0299

[www.cityoflavista.org](http://www.cityoflavista.org)  
[info@cityoflavista.org](mailto:info@cityoflavista.org)



If you have any questions regarding these comments please feel free to contact me at any time.

Thank you,



Christopher Solberg, AICP  
City Planner

cc: Ann Birch, Community Development Director  
John Kottmann, City Engineer  
Scott Loos P.E., Thompson, Dreessen, & Dorner, Inc.  
William Peel, Peelz Real Estate, LLC  
File

September 12, 2017

City of La Vista  
Attn: Mr. Christopher Solberg, AICP  
8116 Park View Blvd.  
La Vista, Nebraska 68128-2198

RE: Brook Valley Business Park Replat 5  
Lot 51 Brook Valley Business Park II and Tax Lot 28A1  
108<sup>th</sup> and Olive Street  
Omaha, Nebraska  
TD2 Job No. 1542-120

Mr. Solberg:

We are writing in response to your comment letter dated August 25, 2017.

In response to Item 1: We have continued the process with the USACOE to obtain a determination for wetlands in this development. Separate communication was provided to the City Engineer that explained where we are in this process.

In response to Item 2: Our client has been communicating with Sarpy County to determine the extent to which all parties will contribute to the construction of the proposed storm sewer extension.

In response to Item 3: A subdivision agreement will be created and submitted for approval prior to City Council.

Attached please find fourteen copies of the preliminary and final plats and the erosion control plan along with a CD containing digital copies of same.

Please contact the undersigned with any questions or if additional information is required.

Respectfully submitted,

THOMPSON, DREESSEN & DORNER, INC.

A handwritten signature in blue ink, reading "Andrew A. Koster, P.E." with a stylized flourish.

Andrew A. Koster, P.E.

AAK/tjp

Enclosures



# BROOK VALLEY BUSINESS PARK REPLAT FIVE

LOTS 1, 2 AND 3

BEING A REPLATTING OF LOT 28A1 AND 51, IN BROOK VALLEY BUSINESS PARK AND LOT 2, IN BROOK VALLEY BUSINESS PARK REPLAT FOUR, BOTH SUBDIVISIONS IN SARPY COUNTY NEBRASKA, LYING WITHIN THE SOUTH 1/2 OF THE NE 1/4 OF SECTION 17, T14N, R12E OF THE 6TH P.M., SAID SARPY COUNTY AND WITHIN THE NE 1/4 OF THE SE 1/4 OF SAID SECTION 17.

## APPROVAL OF LA VISTA CITY PLANNING COMMISSION

THIS PLAT OF BROOK VALLEY BUSINESS PARK REPLAT FIVE WAS APPROVED BY THE CITY OF LA VISTA PLANNING COMMISSION ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

CHAIRPERSON OF THE LA VISTA PLANNING COMMISSION

## APPROVAL BY LA VISTA CITY COUNCIL

THIS PLAT OF BROOK VALLEY BUSINESS PARK REPLAT FIVE WAS APPROVED BY THE LA VISTA CITY COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017, IN ACCORDANCE WITH THE STATE STATUTES OF NEBRASKA.

ATTEST \_\_\_\_\_ CITY CLERK \_\_\_\_\_ MAYOR

## REVIEW BY SARPY COUNTY PUBLIC WORKS

THIS PLAT OF BROOK VALLEY BUSINESS PARK REPLAT FIVE WAS REVIEWED BY THE SARPY COUNTY SURVEYORS OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

## SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR, REGISTERED IN COMPLIANCE WITH THE LAWS OF THE STATE OF NEBRASKA, AND THAT THIS PLAT MEETS OR EXCEEDS THE "MINIMUM STANDARDS FOR SURVEYS" ADOPTED BY THE NEBRASKA STATE BOARD OF EXAMINERS FOR LAND SURVEYORS. I HEREBY CERTIFY THAT I HAVE MADE A SURVEY OF THE SUBDIVISION DESCRIBED HEREIN AND THAT PERMANENT MARKERS HAVE BEEN SET AT ALL CORNERS OF SAID BOUNDARY AND AT ALL LOT CORNERS WITHIN SAID SUBDIVISION TO BE KNOWN AS BROOK VALLEY BUSINESS PARK REPLAT FIVE, LOTS 1, 2 AND 3, (BEING A REPLATTING OF LOTS 1, 2 AND 3, BEING A REPLATTING OF LOT 28A1 AND 51, IN BROOK VALLEY BUSINESS PARK AND LOT 2, IN BROOK VALLEY BUSINESS PARK REPLAT FOUR, BOTH SUBDIVISIONS IN SARPY COUNTY NEBRASKA), LYING WITHIN THE SOUTH 1/2 OF THE NE 1/4 OF SECTION 17, T14N, R12E OF THE 6TH P.M., SAID SARPY COUNTY AND WITHIN THE NE 1/4 OF THE SE 1/4 OF SAID SECTION 17.

SAID TRACT OF LAND CONTAINS 833,420 SQUARE FEET OR 19.133 ACRES MORE OR LESS.

## DEDICATION

KNOW ALL MEN BY THESE PRESENTS: THAT WE, PEELZ REAL ESTATE, LLC, A NEBRASKA LIMITED LIABILITY COMPANY AND REDZ, LLC, A NEBRASKA LIMITED LIABILITY COMPANY, BEING THE OWNERS AND CASS COUNTY BANK, BEING THE MORTGAGE HOLDER OF THE LAND DESCRIBED WITHIN THE SURVEYOR'S CERTIFICATE AND EMBRACED WITHIN THIS PLAT, HAVE CAUSED SAID LAND TO BE SUBDIVIDED INTO LOTS TO BE NUMBERED AS SHOWN, SAID SUBDIVISION TO BE HEREAFTER KNOWN AS BROOK VALLEY BUSINESS PARK REPLAT FIVE, AND WE DO HEREBY RATIFY AND APPROVE OF THE DISPOSITION OF OUR PROPERTY AS SHOWN ON THIS PLAT AND WE HEREBY GRANT A PERPETUAL EASEMENT TO THE OMAHA PUBLIC POWER DISTRICT, CENTURYLINK QC AND ANY COMPANY WHICH HAS BEEN GRANTED A FRANCHISE TO PROVIDE A CABLE TELEVISION SYSTEM IN THE AREA TO BE SUBDIVIDED, THEIR SUCCESSORS AND ASSIGNS, TO ERECT, OPERATE, MAINTAIN, REPAIR, AND RENEW POLES, WIRES, CROSSARMS, DOWN GUYS AND ANCHORS, CABLES, CONDUITS AND OTHER RELATED FACILITIES AND TO EXTEND THEREON WIRES OR CABLES FOR THE CARRYING AND TRANSMISSION OF ELECTRIC CURRENT FOR LIGHT, HEAT, AND POWER FOR THE TRANSMISSION OF SIGNALS AND SOUNDS OF ALL KINDS AND THE RECEPTION THEREOF, INCLUDING SIGNALS PROVIDED BY A CABLE TELEVISION SYSTEM AND THEIR RECEPTION, ON, OVER, THROUGH, UNDER AND ACROSS A FIVE (5') FOOT WIDE STRIP OF LAND ABUTTING ALL FRONT AND SIDE LOT LINES; AND AN EIGHT (8') FOOT WIDE STRIP OF LAND ABUTTING THE REAR LOT LINES.

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PEELZ REAL ESTATE, LLC  
A NEBRASKA LIMITED LIABILITY COMPANY  
BY: WILLIAM PEEL, MANAGING MEMBER  
REDZ, LLC  
A NEBRASKA LIMITED LIABILITY COMPANY  
BY: ZACHARY M. DAUB, MEMBER  
CASS COUNTY BANK  
BY: JULIE SCHMALE, SENIOR VICE PRESIDENT

## ACKNOWLEDGEMENT OF NOTARY

STATE OF NEBRASKA)  
COUNTY OF DOUGLAS)

THE FOREGOING DEDICATION WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017 BY WILLIAM PEEL, MANAGING MEMBER OF PEELZ REAL ESTATE, LLC, A NEBRASKA LIMITED LIABILITY COMPANY ON BEHALF OF SAID COMPANY.

NOTARY PUBLIC

## ACKNOWLEDGEMENT OF NOTARY

STATE OF NEBRASKA)  
COUNTY OF DOUGLAS)

THE FOREGOING DEDICATION WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017 BY ZACHARY M. DAUB, MEMBER OF REDZ, LLC, A NEBRASKA LIMITED LIABILITY COMPANY ON BEHALF OF SAID COMPANY.

NOTARY PUBLIC

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COUNTY OF DOUGLAS)

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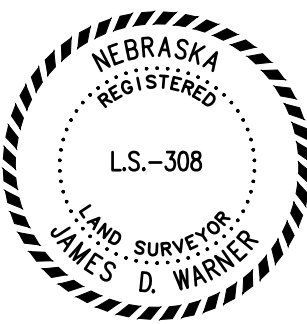
NOTARY PUBLIC

## SARPY COUNTY TREASURER'S CERTIFICATE

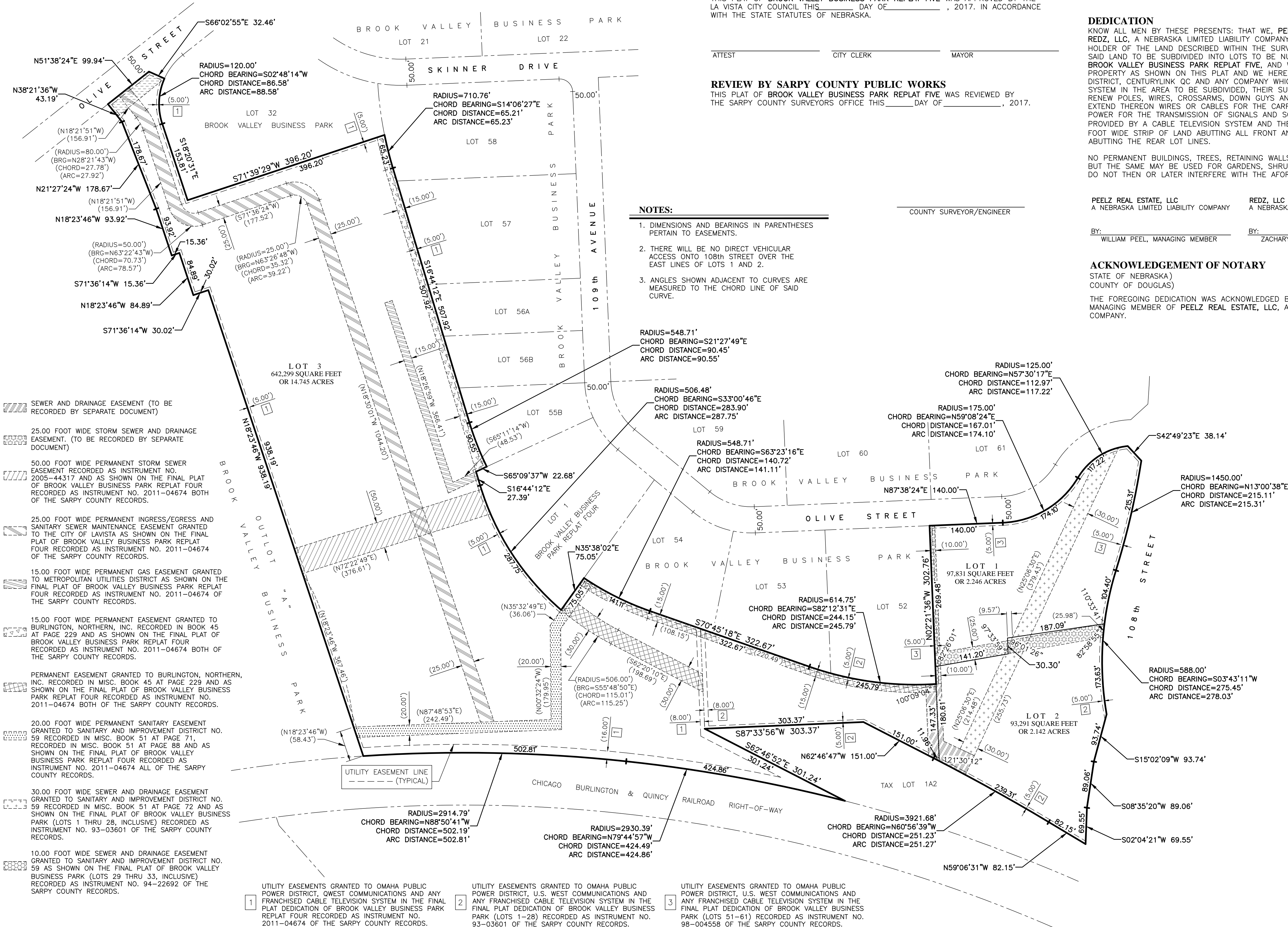
THIS IS TO CERTIFY THAT I FIND NO REGULAR OR SPECIAL TAXES DUE OR DELINQUENT AGAINST THE PROPERTY DESCRIBED IN THE SURVEYOR'S CERTIFICATE AND EMBRACED WITHIN THIS PLAT AS SHOWN ON THE RECORDS OF THIS OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

SARPY COUNTY TREASURER

TREASURER'S SEAL



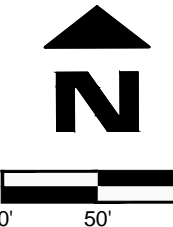
JUNE 2, 2017  
JAMES D. WARNER  
NEBRASKA RLS 308



**TD2**  
engineering  
& surveying

thompson, dreessen & dornier, inc.  
10836 Old Mill Rd  
Omaha, NE 68154  
p.402.330.8860 f.402.330.5866  
td2co.com

BROOK VALLEY BUSINESS PARK REPLAT FIVE  
LOTS 1, 2 AND 3



Revision Dates

No.	Description	MM-DD-YY
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Job No.: C1542-120C  
Drawn By: RJR  
Reviewed By: JDW  
Date: JUNE 5, 2017  
Book:  
Page:

Sheet Title

Final Plat

Sheet Number



# BROOK VALLEY BUSINESS PARK REPLAT FIVE

LOTS 1, 2 AND 3

BEING A REPLATTING OF LOT 28A1 AND 51, IN BROOK VALLEY BUSINESS PARK AND LOT 2, IN BROOK VALLEY BUSINESS PARK REPLAT FOUR, BOTH SUBDIVISIONS IN SARPY COUNTY NEBRASKA, LYING WITHIN THE SOUTH 1/2 OF THE NE 1/4 OF SECTION 17, T14N, R12E OF THE 6TH P.M., SAID SARPY COUNTY AND WITHIN THE NE 1/4 OF THE SE 1/4 OF SAID SECTION 17.

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CHAIRPERSON OF THE LA VISTA PLANNING COMMISSION

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ATTEST \_\_\_\_\_ CITY CLERK \_\_\_\_\_ MAYOR

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PEELZ REAL ESTATE, LLC  
A NEBRASKA LIMITED LIABILITY COMPANY  
BY: \_\_\_\_\_  
WILLIAM PEEL, MANAGING MEMBER  
REDZ, LLC  
A NEBRASKA LIMITED LIABILITY COMPANY  
BY: \_\_\_\_\_  
ZACHARY M. DAUB, MEMBER  
CASS COUNTY BANK  
BY: \_\_\_\_\_  
JULIE SCHMALE, SENIOR VICE PRESIDENT

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COUNTY OF DOUGLAS

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COUNTY OF DOUGLAS

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NOTARY PUBLIC

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COUNTY OF DOUGLAS

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NOTARY PUBLIC

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SARPY COUNTY TREASURER

TREASURER'S SEAL

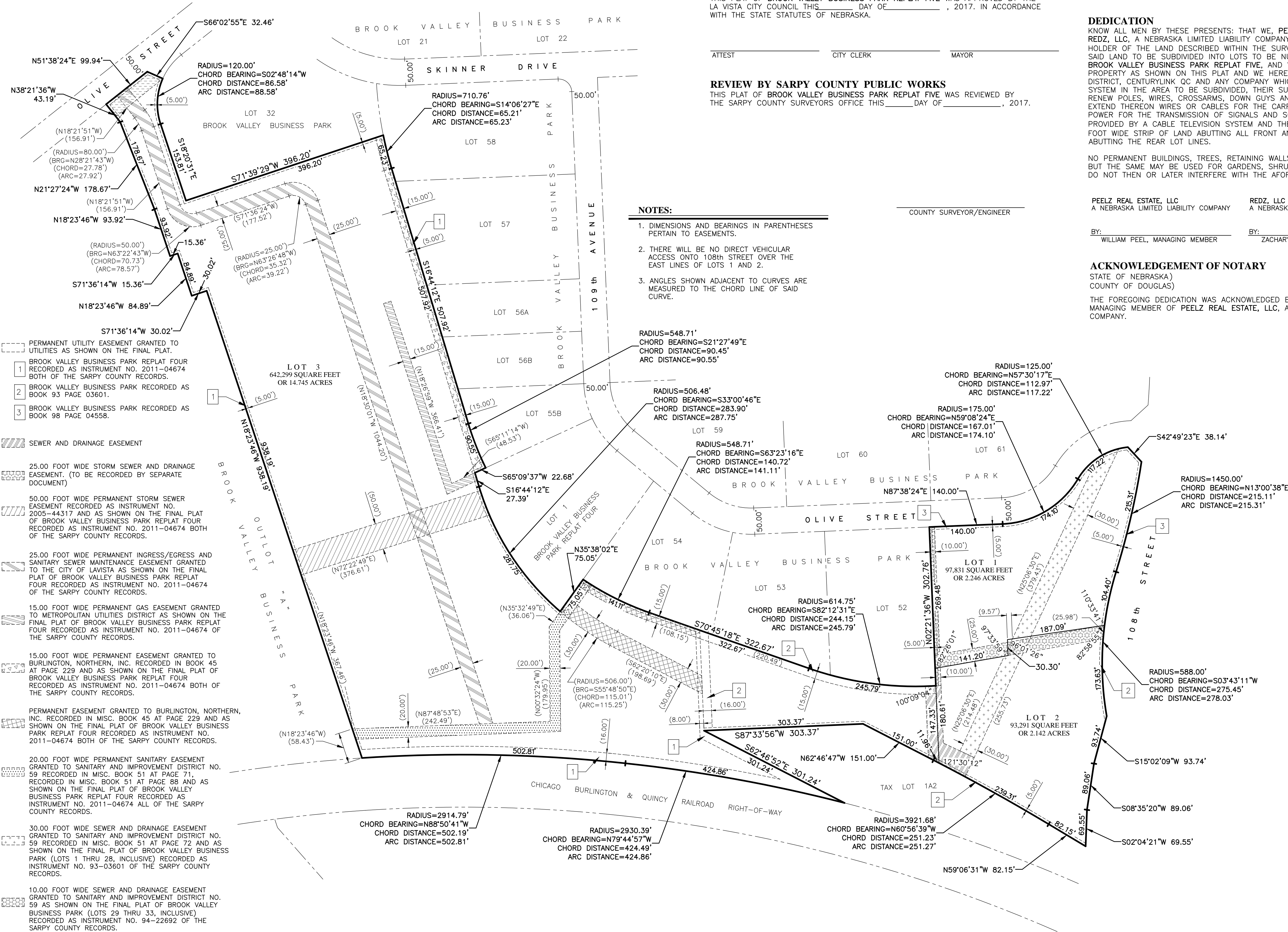


JUNE 2, 2017  
JAMES D. WARNER  
NEBRASKA RLS 308

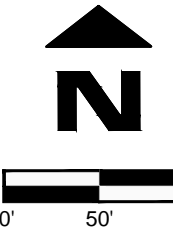
## NOTES:

- DIMENSIONS AND BEARINGS IN PARENTHESES PERTAIN TO EASEMENTS.
- THERE WILL BE NO DIRECT VEHICULAR ACCESS ONTO 108th STREET OVER THE EAST LINES OF LOTS 1 AND 2.
- ANGLES SHOWN ADJACENT TO CURVES ARE MEASURED TO THE CHORD LINE OF SAID CURVE.

COUNTY SURVEYOR/ENGINEER



BROOK VALLEY BUSINESS PARK REPLAT FIVE  
LOTS 1, 2 AND 3



Revision Dates

No.	Description	MM-DD-YY
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Job No.: B1542-120B

Drawn By: RJR

Reviewed By: JDW

Date: JUNE 5, 2017

Book:

Page:

Sheet Title

Final Plat

Sheet Number

SHEET 1 OF 1





PEELZ REAL ESTATE, LLC  
WILLIAM PEEL  
P.O. BOX 45085  
OMAHA, NE 68145

## LEGAL DESCRIPTION

### LEGEND

- TD2**  
engineering  
& surveying

Project Name

Client Name

REDZ, L.L.C.

Professional Seal

Revision Dates

Drawn By: RTM      Reviewed By: SRL  
Job No.: 1542-120      Date: 06-05-17

Sheet Title

Sheet Number



**DRAFT**  
**SUBDIVISION AGREEMENT**  
**(Brook Valley Business Park Replat Five)**  
**(Replat of Lots 28A1 and 51 in Brook Valley Business Park, Section 17, T14N, R12E of the**  
**6<sup>th</sup> P.M., Sarpy County, Nebraska)**

THIS AGREEMENT is made this 17th day of October, 2017, among Peelz Real Estate, LLC, a Nebraska limited liability company, ("Peelz"), Redz, LLC, a Nebraska limited liability company, ("Redz"), a Nebraska limited liability company, and the City of La Vista, a Municipal Corporation in the State of Nebraska (hereinafter referred to as "City").

**WITNESSETH:**

WHEREAS, Peelz and Redz own Lot 28A1 and Lot 51, respectively, of the land depicted or described in Exhibit "A" ("Property") and included within the proposed plat attached hereto as Exhibit "B" (hereinafter referred to as the "Plat," "Replat," or the "Platted Area". The Plat as finally approved by the City Council shall be referred to herein as the "final plat" or "Final Plat"); and,

WHEREAS, Redz at its cost will develop and construct certain public and private infrastructure improvements on Lots 1 and 2 of the Property and has requested the City to approve the proposed platting; and

WHEREAS, Redz proposes construction and payment of public storm sewer improvements using a combination of Redz and public funds; and

WHEREAS, Redz has elected to use the personal financing option and pay for construction of all other improvements on or serving the Property, with all other infrastructure, utilities and improvements to be paid for by Redz without use of sanitary improvement district or City funds; and

WHEREAS, It is possible Sarpy County might agree to reimburse Redz some of the costs paid by Redz to repair an erosion and drainage situation caused by water discharge of the 108<sup>th</sup> overpass storm sewer ("Repair Work"), subject to the County entering an inter-local or other agreement committing to such cost reimbursement ("Repair Work Agreement"). Except for costs reimbursed by the County pursuant to a Repair Work Agreement, Redz shall be responsible for paying all costs of Repair Work. Repair Work is illustrated on Exhibit "G".

WHEREAS, Redz wishes to connect the system of sanitary sewers to be constructed within the Platted Area to the sewer system of the City; and,

WHEREAS, Redz desires to provide for maintenance and upkeep of improvements included in this Agreement.

NOW, THEREFORE, IT IS AGREED by Redz, Peelz, and City as follows:

1. Platting. Subject to the terms of this Agreement, the subject property shall be platted and replatted as Lots 1 – 3 Brook Valley Business Park Replat Five, as more fully shown on Exhibit “B” (hereinafter the “Plat” or “Platted Area”; and as finally approved by the City Council shall be referred to as the “final plat” or “Final Plat”).
2. Drainage Calculations and Map. Redz shall provide drainage calculations and a drainage map for Lots 1 and 2 in the Platted Area for review and approval by the City’s Engineer prior to execution of the final plat, which shall include a demonstration of any easements required to convey major storm sewer events, in form and content satisfactory to the City Engineer. The City’s release of the final plat shall be conditioned on Redz executing and delivering or otherwise making provision for any required easements in form and content satisfactory to the City Engineer. Redz will record with the final plat any easements the City Engineer requires as a condition of releasing the final plat.
3. Storm Water Management Plan: Before improvements are constructed on an individual lot in the Platted Area, the lot owner, at its sole cost, will comply with applicable requirements regarding storm water quality, storm water management, and weed and erosion control to the satisfaction of the City Engineer. Plans and specifications for such storm water management improvements for each individual lot shall be prepared prior to issuance of permit for grading or construction of improvements on the individual lots by each lot owner’s engineer at its sole cost and must be approved by the Public Works Department of City (City Engineer) prior to starting any grading or construction of such improvements on the lots.
4. Storm Water Management Plan Maintenance Agreement: A Post-Construction Storm Water Management Plan Maintenance Agreement (“Maintenance Agreement”) in the form and content satisfactory to the City (City Engineer) shall be entered into between each individual lot owner in the Platted Area and the City prior to issuance of any permit for grading or construction of improvements on such individual lot. It is understood that the final version of the Maintenance Agreement shall:
  - (A) identify that maintenance actions shall be private, and provide that all maintenance actions so identified shall be performed by the individual lot owner at its expense,
  - (B) include provisions to control when post-construction storm water features are to be constructed,
  - (C) differentiate between the requirements of construction site storm water runoff controls and post-construction controls,
  - (D) provide that post-construction storm water features shall not be installed until such time as they will not be negatively impacted by construction site runoff, and
  - (E) provide that permanent storm water detention ponds, riser structures and discharge pipes may be constructed during grading operations.

Such provisions shall run with the land and become the joint and several responsibility of all successors, assigns and future owners of the respective lot.

Watershed Management Fees: Each individual lot owner in the Platted Area shall make payment to City for Watershed Fees. This fee for each lot shall be computed in accordance with applicable provisions of the Master Fee Schedule set forth in the Master Fee Ordinance, as amended from time to time. Payment must be made to City's Permits & Inspections Division before a building permit will be issued to construct improvements on any lot and before the commencement of construction of any such improvements. Payment shall be based on the City's adopted fee rate that is in effect at the time the payment is made.

5. Site Approval Precondition to Building Permit. Nothing herein shall be deemed a waiver or lessening of any of City's requirements for City approved site plan for any building prior to the issuance of a building permit therefor.
6. Shared Improvements: Except as otherwise may be provided in this Agreement, all shared infrastructure improvements on or benefiting lots 1 and 2 of the Property as described in Exhibit D shall be designed, contracted and constructed by Redz at its sole cost and expense. Direct vehicular access to abutting streets shall be limited as indicated on the Plat, as finally approved by the City in the final plat. Roads and driveways identified in the Plat for use of the public, at Redz's sole cost unless otherwise specified in this Agreement, shall be constructed to City approved specifications and shall not be less than nine inches (9") P.C. concrete paving. The City shall have access to and over roadways and driveways and other infrastructure within or serving the Property for any purpose it deems appropriate in the exercise of its general governmental powers, including but not limited to, inspection, police, fire and rescue and other public safety purposes, and the exercise of all rights granted to City by the terms of the Subdivision Agreement.
7. Staking Bond. Redz shall provide the City a staking bond satisfactory to City Engineer prior to City's release of the final plat of the Platted Area to assure the placement of lot corner pins as indicated has been done on the final plat.
8. Sanitary Sewer Connection Fees. Tract sanitary sewer connection fees shall be due and payable by individual lot owners to the City in the following amounts prior to the issuance of a building permit for a particular lot:

Lot 1, I-2 – Heavy Industrial	2.246 ±AC@ \$6,690/AC	\$ 15,025.74
Lot 2, I-2 – Heavy Industrial	2.142 ±AC@ \$6,690/AC	\$ 14,329.98
Lot 3, I-2 – Heavy Industrial (Part of Lot 28A)	1.292 ±AC@ \$6,690/AC	\$ 8,643.48
TOTAL		\$ 37,999.20

The aforesaid fee of \$6,690 per acre is the rate now in effect and is subject to increase. The rate in effect at time of connection to the sanitary sewer system will be the rate paid. A sanitary sewer connection agreement shall be required of Redz with respect to the lots 1 & 2 in the Platted Area as a condition of release of the Final Plat to Redz for recording,

in form and content attached hereto as Exhibit E, subject to any additions or changes the City Engineer determines necessary or advisable.

9. Infrastructure Expense. The cost of the infrastructure improvements and easements within or serving the Platted Area shall be the private expense of the respective lot owners and their respective successors, unless otherwise provided in this Agreement. Not in limitation of the foregoing, Redz at its cost will construct the private internal street providing for ingress and egress to and from the individual lots, the storm sewer collection system connecting the facilities from each lot to the public storm system, and the private sanitary sewer connection from the individual lots to the existing sewer system. Storm sewer improvements on and in the vicinity of the Property, including without limitation construction of the storm sewer connection and extension from the existing flared end section on 108<sup>th</sup> Street to existing inlet on north side of Lot 1, and work to eliminate and prevent recurrence of erosion and related conditions (which work to eliminate and prevent recurrence of erosion and related conditions is referred to in the recitals above as Repair Work, some of the costs of which Repair Work may be reimbursed by Sarpy County to Redz if agreed by the County in a separate Repair Work Agreement to be executed prior to any storm sewer construction). Except as otherwise provided in a Repair Work Agreement, Redz shall be responsible for paying all costs of all storm sewer improvements, including without limitation all costs of all Repair Work.

All shared infrastructure improvements of two or more lots of the Property as described in Exhibit D (“Shared Improvements”) shall be designed, contracted and constructed by Redz, and shall be operated, repaired, replaced and maintained after construction, by Redz, and by all successors of Redz or of any entity constituting Redz, in the Platted Area as provided in the Easement Agreement, in form and content attached hereto as Exhibit C (“Easement Agreement”). Before the City releases the Final Plat to Subdivider for recording, Subdivider will provide City (i) a copy of the executed Easement Agreement that Redz will record with the Final Plat, and (ii) a surety bond written by a surety and in form and content satisfactory to the City Engineer in the amount of 110% of the total estimated cost to design and construct the infrastructure improvements as provided in Exhibit F.

10. Maintenance and Repair of Infrastructure Improvements. Each lot owner shall maintain and keep in good and working condition and repair, and replace as and when necessary, in perpetuity, all improvements of or benefiting its lot within the Platted Area, unless such work is provided and paid for pursuant to the Easement Agreement or any other arrangement of property owners within the Platted Area satisfactory to the City Engineer.
11. City Engineer to be Determiner. The City shall have the right, but not any obligation, to inspect any work on, or relating to, the improvements described in this Agreement, and to require modification, replacement, maintenance or repair of any work or improvements the City Engineer determines are defective, unsatisfactory or in need of repair, maintenance or replacement, and the applicable lot owners shall comply with said requirements. All specifications and contracts relating to work on the improvements shall be subject to prior review and approval of the City Engineer.

City Access/Repair. The City, its employees and agents, shall have right of entry and full access to any and all areas and improvements within the Platted Area for purposes of inspection. In the event City determines construction, replacement, repair or maintenance is defective or not progressing or not being performed satisfactorily or in a timely manner, City may, at its sole option and without obligation to do so, decide to undertake construction, replacement, repair and/or maintenance of any such improvements and to assess against the benefited lots and lot owners in the Platted Area the cost, including engineering costs and legal costs, together with interest at the rate of five percent (5%) per annum until paid, and City shall have a lien for the cost therefor, which lien City may file of record against the lots benefited. If said lien amount is not timely paid in full, the City may foreclose the lien for said amount with interest thereon and reasonable attorney fees incurred by City in such foreclosure

City Exercise of Rights Discretionary. City's and/or City Engineer's exercise of any or all of the authority herein given shall be at City's sole and absolute discretion and for the sole benefit of the City and City's interests and not for the benefit or interests of Redz, or any other party, and City, City Engineer and City agents shall have no responsibility or liability by reason of either the nonexercise or the exercise of any such authority.

12. Filing of Record. Redz, at its expense when recording the final plat, shall record this Agreement and the Easement Agreement in the land records of the Office of the Register of Deeds of Sarpy and shall cause recorded copies thereof to be transmitted to the City Administrator.
13. Covenants Running With the Land. The final plat, this Agreement and all documents, obligations, understandings and agreements contained or incorporated herein constitute perpetual covenants running with the land, shall be recorded by Redz with the Register of Deeds of Sarpy County, Nebraska, and, except as otherwise provided in this Agreement, shall be binding upon each lot owner with respect to lots it owns within the Platted Area, and all successors, assigns, lenders, mortgagees of such lot owner or others gaining or claiming any interest or lien in, to or against any any lot within the Platted Area. The covenants herein shall be cumulative to, and not in lieu of, prior covenants running with the land, except to the extent this Agreement requires additional, greater or a higher standard of performance. After City releases the final plat and this Agreement for recording, Redz promptly will record the same, along with any other documents or instruments required to be recorded, with the Register of Deeds of Sarpy County, Nebraska.
14. Exhibit Summary. The Exhibits proposed by Thompson, Dreessen & Dorner, Inc. Engineering, LLC, engineers for Redz, attached hereto and incorporated herein by this reference and made a part hereof, are as follows:

Exhibit "A":	Property
Exhibit "B":	Final Plat
Exhibit "C":	Grant of Common Drive Easement and Declaration of Covenants, Conditions and Restrictions



Exhibit “D”:	Shared Private Infrastructure
Exhibit “E”:	Sewer Connection Agreement
Exhibit “F”:	Cost Estimate of Shared Improvements
Exhibit “G”:	Repair Work

15. Right to Enforce. Provisions of this Agreement may be enforced at law, or in equity by the owners of land within the Platted Area and may be enforced by the City at law, in equity or such other remedy as City determines appropriate. All rights and remedies of a party, whether specified in this Agreement or otherwise provided, are cumulative.
16. Incorporation of Recitals. Recitals at the beginning of this Agreement are incorporated into this Agreement by reference.
17. Nondiscrimination. Notwithstanding anything in this Agreement to the contrary, (i) each party agrees that neither it nor any subcontractor of the party shall discriminate against any employee or applicant for employment to be employed in the performance of this Agreement, with respect to the employee’s or applicant’s hire, tenure, terms, conditions or privileges of employment, because of race, color, religion, age, sex, disability, or national origin; and (ii) the City is a recipient of federal funds; and as a result, all required contractual provisions related to such federal funds shall be deemed incorporated into this Agreement by this reference and binding upon the parties.
18. Assignment. This Agreement may not be assigned by any party without the express written consent of all parties.
19. Entire Agreement. This Agreement represents the entire agreement and understanding, and supersedes all prior understandings and agreements, written or oral, of the parties with respect to the matters contained herein. The Agreement only may be amended by a written amendment executed by all parties.
20. Severability. If any part of this Agreement is held by a court of competent jurisdiction to be illegal or unenforceable, the illegality or unenforceability shall not affect the remainder of this Agreement, and this Agreement shall be construed as if such illegal or unenforceable provision had never been included herein.

IN WITNESS WHEREOF, we, the parties hereto, by our respective duly authorized agents, hereto affix our signatures the day and year first above written.

Peelz, LLC, a Nebraska limited liability company

By:\_\_\_\_\_

Its:\_\_\_\_\_

Redz, LLC a Nebraska limited liability company

By:\_\_\_\_\_

Zachary Daub, Manager

ATTEST:

CITY OF LA VISTA

\_\_\_\_\_  
City Clerk

By: \_\_\_\_\_

Mayor

ACKNOWLEDGEMENT OF NOTARY

STATE OF NEBRASKA     )  
  ) ss.  
COUNTY OF DOUGLAS    )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2017, by \_\_\_\_\_, \_\_\_\_\_ of Peelz, LLC a Nebraska limited liability company.

\_\_\_\_\_  
Notary Public

ACKNOWLEDGEMENT OF NOTARY

[illegible]

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2017, by Zachary Daub, Manager of Redz, LLC a Nebraska limited liability company.

Notary Public

## ACKNOWLEDGEMENT OF NOTARY

STATE OF NEBRASKA )  
 )ss.  
COUNTY OF \_\_\_\_\_)

On this day of \_\_\_\_ day of \_\_\_\_\_, 2017, before me a Notary Public, duly commissioned and qualified in and for said County, appeared \_\_\_\_\_, personally known by me to be the Mayor of the City of La Vista and \_\_\_\_\_, to be personally known to be the City Clerk of the City of La Vista, and the identical persons whose names are affixed to the foregoing Subdivision Agreement, and acknowledged the execution thereof to be their voluntary act and deed, and the voluntary act and deed of said City.

WITNESS my hand and Notarial Seal the day and year last above written.

Notary Public

EXHIBIT A  
THE PROPERTY

**Replat of Lots 28A1 and 51 in Brook Valley Business Park, Section 17, T14N, R12E of the  
6<sup>th</sup> P.M., Sarpy County, Nebraska**

EXHIBIT B  
FINAL PLAT



# BROOK VALLEY BUSINESS PARK REPLAT FIVE

LOTS 1, 2 AND 3

BEING A REPLATTING OF LOT 28A1 AND 51, IN BROOK VALLEY BUSINESS PARK AND LOT 2, IN BROOK VALLEY BUSINESS PARK REPLAT FOUR, BOTH SUBDIVISIONS IN SARPY COUNTY NEBRASKA, LYING WITHIN THE SOUTH 1/2 OF THE NE 1/4 OF SECTION 17, T14N, R12E OF THE 6TH P.M., SAID SARPY COUNTY AND WITHIN THE NE 1/4 OF THE SE 1/4 OF SAID SECTION 17.

## APPROVAL OF LA VISTA CITY PLANNING COMMISSION

THIS PLAT OF BROOK VALLEY BUSINESS PARK REPLAT FIVE WAS APPROVED BY THE CITY OF LA VISTA PLANNING COMMISSION ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

CHAIRPERSON OF THE LA VISTA PLANNING COMMISSION

## APPROVAL BY LA VISTA CITY COUNCIL

THIS PLAT OF BROOK VALLEY BUSINESS PARK REPLAT FIVE WAS APPROVED BY THE LA VISTA CITY COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017, IN ACCORDANCE WITH THE STATE STATUTES OF NEBRASKA.

## REVIEW BY SARPY COUNTY PUBLIC WORKS

THIS PLAT OF BROOK VALLEY BUSINESS PARK REPLAT FIVE WAS REVIEWED BY THE SARPY COUNTY SURVEYORS OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

## SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR, REGISTERED IN COMPLIANCE WITH THE LAWS OF THE STATE OF NEBRASKA, AND THAT THIS PLAT MEETS OR EXCEEDS THE "MINIMUM STANDARDS FOR SURVEYS" ADOPTED BY THE NEBRASKA STATE BOARD OF EXAMINERS FOR LAND SURVEYORS. I HEREBY CERTIFY THAT I HAVE MADE A SURVEY OF THE SUBDIVISION DESCRIBED HEREIN AND THAT PERMANENT MARKERS HAVE BEEN SET AT ALL CORNERS OF SAID BOUNDARY AND AT ALL LOT CORNERS WITHIN SAID SUBDIVISION TO BE KNOWN AS BROOK VALLEY BUSINESS PARK REPLAT FIVE, LOTS 1, 2 AND 3, (BEING A REPLATTING OF LOTS 1, 2 AND 3, BEING A REPLATTING OF LOT 28A1 AND 51, IN BROOK VALLEY BUSINESS PARK AND LOT 2, IN BROOK VALLEY BUSINESS PARK REPLAT FOUR, BOTH SUBDIVISIONS IN SARPY COUNTY NEBRASKA), LYING WITHIN THE SOUTH 1/2 OF THE NE 1/4 OF SECTION 17, T14N, R12E OF THE 6TH P.M., SAID SARPY COUNTY AND WITHIN THE NE 1/4 OF THE SE 1/4 OF SAID SECTION 17.

SAID TRACT OF LAND CONTAINS 833,420 SQUARE FEET OR 19.133 ACRES MORE OR LESS.

## DEDICATION

KNOW ALL MEN BY THESE PRESENTS: THAT WE, PEELZ REAL ESTATE, LLC, A NEBRASKA LIMITED LIABILITY COMPANY AND REDZ, LLC, A NEBRASKA LIMITED LIABILITY COMPANY, BEING THE OWNERS AND CASS COUNTY BANK, BEING THE MORTGAGE HOLDER OF THE LAND DESCRIBED WITHIN THE SURVEYOR'S CERTIFICATE AND EMBRACED WITHIN THIS PLAT, HAVE CAUSED SAID LAND TO BE SUBDIVIDED INTO LOTS TO BE NUMBERED AS SHOWN, SAID SUBDIVISION TO BE HEREAFTER KNOWN AS BROOK VALLEY BUSINESS PARK REPLAT FIVE, AND WE DO HEREBY RATIFY AND APPROVE OF THE DISPOSITION OF OUR PROPERTY AS SHOWN ON THIS PLAT AND WE HEREBY GRANT A PERPETUAL EASEMENT TO THE OMAHA PUBLIC POWER DISTRICT, CENTURYLINK QC AND ANY COMPANY WHICH HAS BEEN GRANTED A FRANCHISE TO PROVIDE A CABLE TELEVISION SYSTEM IN THE AREA TO BE SUBDIVIDED, THEIR SUCCESSORS AND ASSIGNS, TO ERECT, OPERATE, MAINTAIN, REPAIR, AND RENEW POLES, WIRES, CROSSARMS, DOWN GUYS AND ANCHORS, CABLES, CONDUITS AND OTHER RELATED FACILITIES AND TO EXTEND THEREON WIRES OR CABLES FOR THE CARRYING AND TRANSMISSION OF ELECTRIC CURRENT FOR LIGHT, HEAT, AND POWER FOR THE TRANSMISSION OF SIGNALS AND SOUNDS OF ALL KINDS AND THE RECEPTION THEREOF, INCLUDING SIGNALS PROVIDED BY A CABLE TELEVISION SYSTEM AND THEIR RECEPTION, ON, OVER, THROUGH, UNDER AND ACROSS A FIVE (5') FOOT WIDE STRIP OF LAND ABUTTING ALL FRONT AND SIDE LOT LINES; AND AN EIGHT (8') FOOT WIDE STRIP OF LAND ABUTTING THE REAR LOT LINES.

NO PERMANENT BUILDINGS, TREES, RETAINING WALLS OR LOOSE ROCK WALLS SHALL BE PLACED IN SAID EASEMENT WAYS, BUT THE SAME MAY BE USED FOR GARDENS, SHRUBS, LANDSCAPING, SIDEWALKS, DRIVEWAYS AND OTHER PURPOSES THAT DO NOT THEN OR LATER INTERFERE WITH THE AFORESAID USES OR RIGHTS HEREIN GRANTED.

PEELZ REAL ESTATE, LLC  
A NEBRASKA LIMITED LIABILITY COMPANY  
BY: WILLIAM PEEL, MANAGING MEMBER  
REDZ, LLC  
A NEBRASKA LIMITED LIABILITY COMPANY  
BY: ZACHARY M. DAUB, MEMBER  
CASS COUNTY BANK  
BY: JULIE SCHMALE, SENIOR VICE PRESIDENT

## ACKNOWLEDGEMENT OF NOTARY

STATE OF NEBRASKA)  
COUNTY OF DOUGLAS)  
THE FOREGOING DEDICATION WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017 BY WILLIAM PEEL, MANAGING MEMBER OF PEELZ REAL ESTATE, LLC, A NEBRASKA LIMITED LIABILITY COMPANY ON BEHALF OF SAID COMPANY.

NOTARY PUBLIC

## ACKNOWLEDGEMENT OF NOTARY

STATE OF NEBRASKA)  
COUNTY OF DOUGLAS)  
THE FOREGOING DEDICATION WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017 BY ZACHARY M. DAUB, MEMBER OF REDZ, LLC, A NEBRASKA LIMITED LIABILITY COMPANY ON BEHALF OF SAID COMPANY.

NOTARY PUBLIC

## ACKNOWLEDGEMENT OF NOTARY

STATE OF NEBRASKA)  
COUNTY OF DOUGLAS)  
THE FOREGOING DEDICATION WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017 BY JULIE SCHMALE, SENIOR VICE PRESIDENT OF CASS COUNTY BANK ON BEHALF OF SAID BANK.

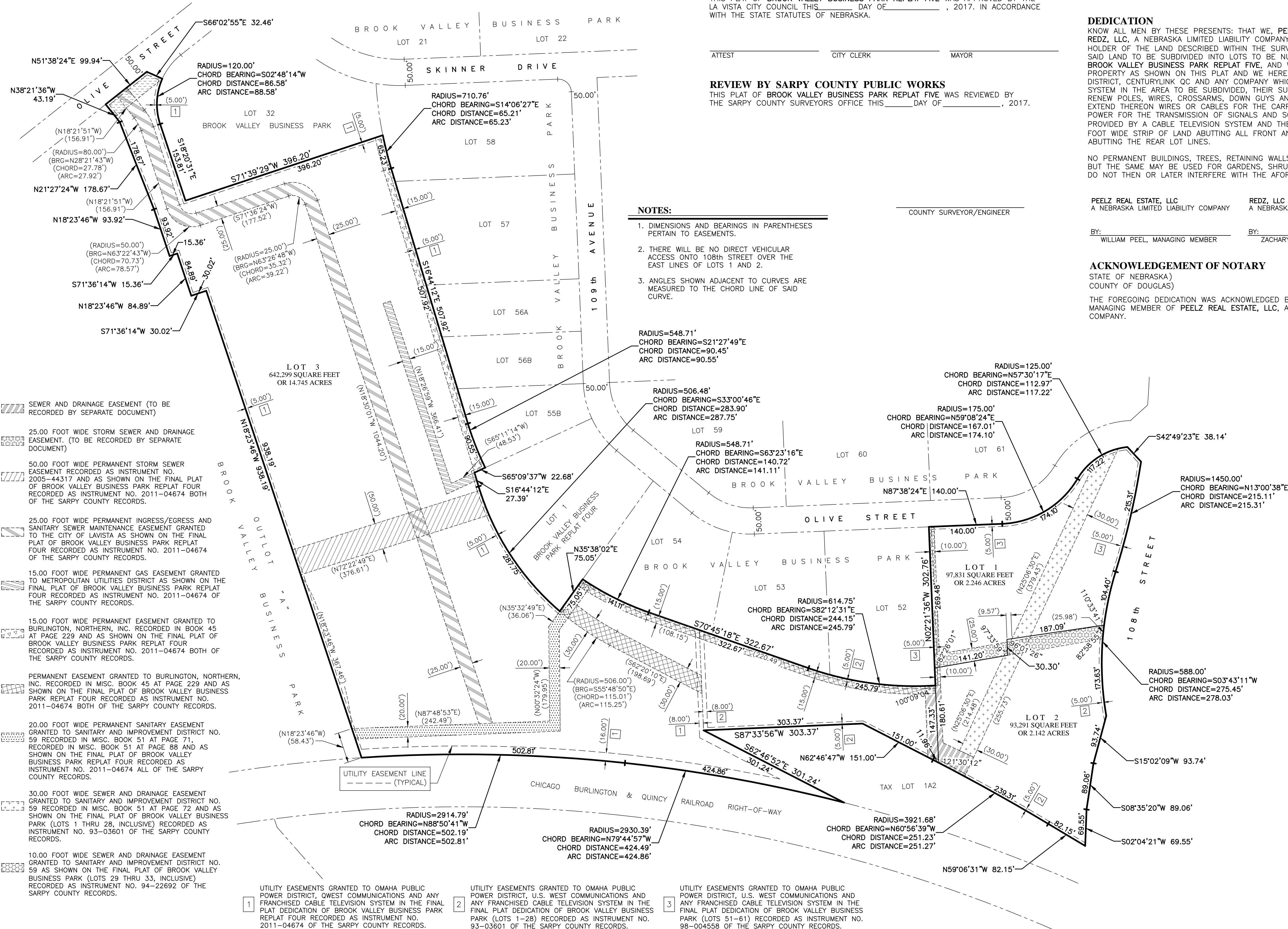
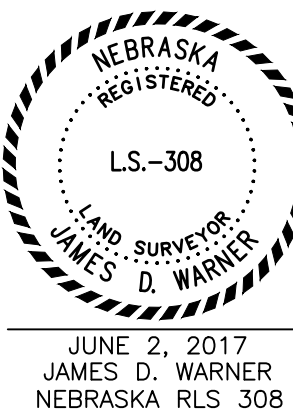
NOTARY PUBLIC

## SARPY COUNTY TREASURER'S CERTIFICATE

THIS IS TO CERTIFY THAT I FIND NO REGULAR OR SPECIAL TAXES DUE OR DELINQUENT AGAINST THE PROPERTY DESCRIBED IN THE SURVEYOR'S CERTIFICATE AND EMBRACED WITHIN THIS PLAT AS SHOWN ON THE RECORDS OF THIS OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

SARPY COUNTY TREASURER

TREASURER'S SEAL



## NOTES:

- DIMENSIONS AND BEARINGS IN PARENTHESES PERTAIN TO EASEMENTS.
- THERE WILL BE NO DIRECT VEHICULAR ACCESS ONTO 108th STREET OVER THE EAST LINES OF LOTS 1 AND 2.
- ANGLES SHOWN ADJACENT TO CURVES ARE MEASURED TO THE CHORD LINE OF SAID CURVE.

COUNTY SURVEYOR/ENGINEER

- SEWER AND DRAINAGE EASEMENT (TO BE RECORDED BY SEPARATE DOCUMENT)
- 25.00 FOOT WIDE STORM SEWER AND DRAINAGE EASEMENT. (TO BE RECORDED BY SEPARATE DOCUMENT)
- 50.00 FOOT WIDE PERMANENT STORM SEWER EASEMENT RECORDED AS INSTRUMENT NO. 2005-44317 AND AS SHOWN ON THE FINAL PLAT OF BROOK VALLEY BUSINESS PARK REPLAT FOUR RECORDED AS INSTRUMENT NO. 2011-04674 BOTH OF THE SARPY COUNTY RECORDS.
- 25.00 FOOT WIDE PERMANENT INGRESS/EGRESS AND SANITARY SEWER MAINTENANCE EASEMENT GRANTED TO THE CITY OF LA VISTA AS SHOWN ON THE FINAL PLAT OF BROOK VALLEY BUSINESS PARK REPLAT FOUR RECORDED AS INSTRUMENT NO. 2011-04674 OF THE SARPY COUNTY RECORDS.
- 15.00 FOOT WIDE PERMANENT GAS EASEMENT GRANTED TO METROPOLITAN UTILITIES DISTRICT AS SHOWN ON THE FINAL PLAT OF BROOK VALLEY BUSINESS PARK REPLAT FOUR RECORDED AS INSTRUMENT NO. 2011-04674 OF THE SARPY COUNTY RECORDS.
- 15.00 FOOT WIDE PERMANENT EASEMENT GRANTED TO BURLINGTON, NORTHERN, INC. RECORDED IN BOOK 45 AT PAGE 229 AND AS SHOWN ON THE FINAL PLAT OF BROOK VALLEY BUSINESS PARK REPLAT FOUR RECORDED AS INSTRUMENT NO. 2011-04674 BOTH OF THE SARPY COUNTY RECORDS.
- PERMANENT EASEMENT GRANTED TO BURLINGTON, NORTHERN, INC. RECORDED IN MISC. BOOK 45 AT PAGE 229 AND AS SHOWN ON THE FINAL PLAT OF BROOK VALLEY BUSINESS PARK REPLAT FOUR RECORDED AS INSTRUMENT NO. 2011-04674 BOTH OF THE SARPY COUNTY RECORDS.
- 20.00 FOOT WIDE PERMANENT SANITARY EASEMENT GRANTED TO SANITARY AND IMPROVEMENT DISTRICT NO. 59 RECORDED IN MISC. BOOK 51 AT PAGE 72 AND AS SHOWN ON THE FINAL PLAT OF BROOK VALLEY BUSINESS PARK REPLAT FOUR RECORDED AS INSTRUMENT NO. 2011-04674 ALL OF THE SARPY COUNTY RECORDS.
- 30.00 FOOT WIDE SEWER AND DRAINAGE EASEMENT GRANTED TO SANITARY AND IMPROVEMENT DISTRICT NO. 59 RECORDED IN MISC. BOOK 51 AT PAGE 72 AND AS SHOWN ON THE FINAL PLAT OF BROOK VALLEY BUSINESS PARK (LOTS 1 THRU 28, INCLUSIVE) RECORDED AS INSTRUMENT NO. 93-03601 OF THE SARPY COUNTY RECORDS.
- 10.00 FOOT WIDE SEWER AND DRAINAGE EASEMENT GRANTED TO SANITARY AND IMPROVEMENT DISTRICT NO. 59 AS SHOWN ON THE FINAL PLAT OF BROOK VALLEY BUSINESS PARK (LOTS 29 THRU 33, INCLUSIVE) RECORDED AS INSTRUMENT NO. 94-22692 OF THE SARPY COUNTY RECORDS.

- UTILITY EASEMENTS GRANTED TO OMAHA PUBLIC POWER DISTRICT, QWEST COMMUNICATIONS AND ANY FRANCHISED CABLE TELEVISION SYSTEM IN THE FINAL PLAT DEDICATION OF BROOK VALLEY BUSINESS PARK REPLAT FOUR RECORDED AS INSTRUMENT NO. 2011-04674 OF THE SARPY COUNTY RECORDS.
- UTILITY EASEMENTS GRANTED TO OMAHA PUBLIC POWER DISTRICT, U.S. WEST COMMUNICATIONS AND ANY FRANCHISED CABLE TELEVISION SYSTEM IN THE FINAL PLAT DEDICATION OF BROOK VALLEY BUSINESS PARK (LOTS 1-28) RECORDED AS INSTRUMENT NO. 93-03601 OF THE SARPY COUNTY RECORDS.
- UTILITY EASEMENTS GRANTED TO OMAHA PUBLIC POWER DISTRICT, U.S. WEST COMMUNICATIONS AND ANY FRANCHISED CABLE TELEVISION SYSTEM IN THE FINAL PLAT DEDICATION OF BROOK VALLEY BUSINESS PARK (LOTS 51-61) RECORDED AS INSTRUMENT NO. 96-004558 OF THE SARPY COUNTY RECORDS.



thompson, dreessen & dornier, inc.  
10836 Old Mill Rd  
Omaha, NE 68154  
p.402.330.8860 f.402.330.5866  
td2co.com

BROOK VALLEY BUSINESS PARK REPLAT FIVE  
LOTS 1, 2 AND 3



Revision Dates		
No.	Description	MM-DD-YY
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Job No.: C1542-120C  
Drawn By: RJR  
Reviewed By: JDW  
Date: JUNE 5, 2017  
Book:  
Page:

Sheet Title  
Final Plat  
Sheet Number

EXHIBIT C  
EASEMENT AGREEMENT

EXHIBIT D  
SHARED IMPROVEMENTS

EXHIBIT E  
DRAFT SEWER CONNECTION AGREEMENT

EXHIBIT F  
COST ESTIMATE OF SHARED IMPROVEMENTS



EXHIBIT G  
REPAIR WORK

**CITY OF LA VISTA  
MAYOR AND CITY COUNCIL REPORT  
OCTOBER 17, 2017 AGENDA**

<b>Subject:</b>	<b>Type:</b>	<b>Submitted By:</b>
AUTHORIZATION TO PURCHASE TURF GROWTH BLANKETS	◆ RESOLUTION ORDINANCE RECEIVE/FILE	JEFF CALENTINE DEPUTY DIRECTOR OF PUBLIC WORKS

**SYNOPSIS**

A resolution has been prepared authorizing the purchase of turf growth blankets from D&K Products in the amount not to exceed \$13,528.95.

**FISCAL IMPACT**

The FY17/18 Biennial Budget provides funding for the proposed purchase.

**RECOMMENDATION**

Approval

**BACKGROUND**

Funding was included in the Capital Fund to purchase 80,000 sq. ft. of turf growth blankets for the athletic fields at the La Vista Sports Complex. The blankets will allow the complex staff to cover damaged portions of athletic fields during the off-season, which will aid in recovery and provide a better and safer playing surface for complex patrons. The growth blankets can also be utilized in other areas of the City to facilitate the grow-in of new turf areas after construction activities.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE PURCHASE OF TURF GROWTH BLANKETS FROM D & K PRODUCTS, LA VISTA NEBRASKA FOR AN AMOUNT NOT TO EXCEED \$13,528.95.**

**WHEREAS,** the City Council of the City of La Vista has determined that the purchase of turf growth blankets is necessary, and

**WHEREAS,** the FY17/18 Biennial Budget provides funding for the proposed purchase, and

**WHEREAS,** Subsection (c) of Section 31.23 of the La Vista Municipal Code requires that the City Administrator secure Council approval prior to authorizing any purchase over \$5,000.00.

**NOW, THEREFORE, BE IT RESOLVED,** that the Mayor and City Council of La Vista, Nebraska, do hereby authorize the purchase of turf growth blankets from D & K Products, La Vista Nebraska for an amount not to exceed \$13,528.95.

**PASSED AND APPROVED THIS 17TH DAY OF OCTOBER, 2017.**

**CITY OF LA VISTA**

\_\_\_\_\_  
**Douglas Kindig, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Pamela A. Buethe, CMC**  
**City Clerk**



1672 NE 54 th Ave  
Des Moines, Iowa 50313  
Office: 515-262-9352  
Fax: 515-262-2923

12115 Centennial Rd.  
La Vista, NE 68128  
Office: 402-201-2521  
Fax: 402-339-9490

---

## Custom Quote for: CITY OF LAVISTA PARKS- 2017

<i>Product</i>	<i>Size</i>	<i>Unit Price</i>
<b>EVERGREEN TYR COVER</b>	<b>60' x 90'</b>	<b>\$901.93 each</b>

<b>15 Each-</b>	<b>\$13,528.95</b>
<b>Sales Tax-</b>	<b>\$ <u>0.00</u></b>

<b>GRAND TOTAL-</b>	<b>\$13,528.95</b>
---------------------	--------------------

All Pricing is delivered. Please allow 3-4 weeks for delivery.

Thanks for the opportunity!

Tony Vaccaro  
D&K Products  
Nebraska Sales  
402-515-8302  
10/9/17



ingredients matter.

Phone: 1-800-877-1500 | 1-216-671-5500 | Fax: 1-800-877-1511  
www.pioneerathletics.com  
4529 Industrial Parkway • Cleveland, OH 44135

September 20, 2017

4 15M Blankets

Jeff:

We are pleased to submit for your consideration, our quotation for the purchase of the following:

<u>Qty</u>	<u>Product #</u>	<u>Product</u>	<u>Total</u>
60,000	TDCUST	Premium Turf Gro Blanket – square foot	\$ 18,600.00

\*Sod staples included to keep blanket/s secure.\*

\*Please allow 15-20 business days, plus transit time.\*

Shipping and Handling \$ 0.00

**Product Total: \$ 18,600.00**

**\*\*\* THE ABOVE PRICING IS DELIVERED PRICES\*\*\***

\* Does not include taxes, if applicable. \*

Thank you for this opportunity to be of service. This quote is valid through **30 DAYS FROM QUOTE DATE**. Don't hesitate to call me at 1-800-877-1500 x 3240 if you have any questions. We look forward to your order.

Sincerely,

Joel Jakubowski  
Account Representative  
Phone: 1-800-877-1500 x 3240  
Fax: 1-800-877-1511  
[jjakubowski@pioneerathletics.com](mailto:jjakubowski@pioneerathletics.com)





**BSN SPORTS™**

7103 Chancellor Drive, Ste # 200  
 Cedar Falls, IA 50613  
 Tel: 319-277-1198 Fax: 319-277-3979  
 Visit us at [www.bsnsports.com](http://www.bsnsports.com)

Contact Your Rep

**Scott Arkfeld** Email: [sarkfeld@bsnsports.com](mailto:sarkfeld@bsnsports.com) | Phone: 402-616-9258

**Sold to**  
**1004189**  
**CITY OF LA VISTA**  
 8116 Park View Blvd  
 LA VISTA NE 68128-2132  
 USA

**Ship To**  
**1004189**  
**CITY OF LA VISTA**  
 J. Thornburg (field tarp)  
 8116 Park View Blvd  
 LA VISTA NE 68128-2132  
 USA

**Payer**  
**1004189**  
**CITY OF LA VISTA**  
 8116 Park View Blvd  
 LA VISTA NE 68128-2132  
 USA

**Quote**

**Cart #:** 105165-  
**Purchase Order #:** J. Thornburg (field tarp)  
**Cart Name:** AutoSave Cart  
**Quote Date:** 10/04/2017  
**Quote Valid-to:** 10/31/2017  
**Payment Terms:** NT30  
**Ship Via:**  
**Ordered By:** J. Thornburg (field tarp)

Item Description	Qty	Unit Price	Total
<b>SOFTBALL FIELD COVER 120' X 120'</b> Item # - 1150117	2 EA	\$ 2,882.00	\$ 5,764.00
<b>BASEBALL FIELD COVER 170' X 170'</b> Item # - 1150094	2 EA	\$ 5,142.00	\$ 10,284.00
<b>YOUTH LEAGUE FIELD COVER 90' X 90'</b> Item # - 1236774	4 EA	\$ 1,712.00	\$ 6,848.00
<b>BASEBALL FIELD COVER 160' X 160'</b> Item # - 1150100	2 EA	\$ 4,582.00	\$ 9,164.00
<b>FIELD COVER 9" ANCHOR STAKE</b> Item # - 1150148	4 DZN	\$ 25.00	\$ 100.00
<b>POLYPROPYLENE SAND BAG W/TIE</b> Item # - 1150155	1 SET	\$ 30.00	\$ 30.00
<b>FIELD COVER REPAIR TAPE - 3" X 60' ROLL</b> Item # - 1150162	1 EA	\$ 40.00	\$ 40.00

<b>Subtotal:</b>	<b>\$32,230.00</b>
<b>Other:</b>	<b>\$0.00</b>
<b>Freight:</b>	<b>\$500.96</b>
<b>Sales Tax:</b>	<b>\$0.00</b>
<b>Order Total:</b>	<b>\$32,730.96</b>
<b>Payment/Credit Applied:</b>	<b>\$0.00</b>
<b>Order Total:</b>	<b>\$32,730.96</b>

**CITY OF LA VISTA  
MAYOR AND CITY COUNCIL REPORT  
OCTOBER 17, 2017 AGENDA**

<b>Subject:</b>	<b>Type:</b>	<b>Submitted By:</b>
CHANGE ORDER NO. 1 HARRISON STREET PANEL REPAIR I-80 ROW TO LA VISTA DRIVE	◆ RESOLUTION ORDINANCE RECEIVE/FILE	ROCKY HENKEL STREET SUPERINTENDENT

**SYNOPSIS**

A resolution has been prepared to approve a change order to the contract with Spencer Management LLC of Omaha, Nebraska to provide for labor, equipment and materials to remove and replace additional panels of concrete along Harrison Street, from the I-80 Right-Of-Way to La Vista Drive including additional barricades and arrow boards in an additional amount not to exceed \$9,162.29.

**FISCAL IMPACT**

The FY17/18 Biennial Budget provides funding for this project. The total contract price with Spencer Management LLC increases from \$231,870.00 to \$241,032.29 after this change order.

**RECOMMENDATION**

Approval

**BACKGROUND**

This change order was necessary to address areas of Harrison Street identified for removal and repair. While the contractor was on site and willing to honor their bid prices, the decision was made to repair the additional areas of deterioration. This work took place in front of the Harrison Heights Senior Village, 7454 Gertrude Street.

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING A CHANGE ORDER TO THE CONTRACT WITH SPENCER MANAGEMENT LLC, OMAHA NEBRASKA, TO PROVIDE FOR ADDITIONAL PANEL REPAIR INCLUDING ADDITIONAL BARRICADES AND ARROW BOARDS INCREASING THE CONTRACT AMOUNT BY \$9,162.29.

WHEREAS, the City has determined it is necessary to make changes to provide for additions to work as per terms of the contract; and

WHEREAS, the FY17/18 Biennial Budget Capital Improvement Program provides funding for the project. The change order is an increase from \$231,870.00 to 241,032.29 for an increased amount of \$9,162.29.

NOW THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of La Vista, Nebraska, that the Mayor is authorized to execute the necessary documents for a change order to the contract with Spencer Management LLC, Omaha, Nebraska, to provide additional panel repair including additional barricades and arrow boards increasing the contract amount by \$9,162.29

PASSED AND APPROVED THIS 17TH DAY OF OCTOBER, 2017.

CITY OF LA VISTA

\_\_\_\_\_  
Douglas Kindig, Mayor

ATTEST:

\_\_\_\_\_  
Pamela A. Buethe, CMC  
City Clerk

CHANGE ORDER NO. 1

HARRISON STREET PANEL REPAIR I-80 ROW TO LA VISTA DRIVE

CITY OF LA VISTA, NEBRASKA

DATE OF CONTRACT: September 11, 2017

CHANGE ORDER PREPARED: October 6, 2017

OWNER: City of La Vista  
8116 Park View Blvd.  
La Vista, NE 68128  
Attn: Rocky Henkel

CONTRACTOR: Spencer Management LLC  
P.O. BOX 111623  
Omaha, NE 68111  
Attn: Justin Moore, President

DESCRIPTION OF CHANGES:

Remove and replace additional pavement on Harrison Street between I-80 ROW and La Vista Drive.

Additions:

Item	Description	Unit Price	Qty.	Amount
1.	Barricades-Per Segment	\$650.00/EA	4 EA	\$2,600.00
2.	Furnish Flashing Arrow Panels	\$150.00/DAY	22 DAY	\$3,300.00
4.	Pavement Repair Concrete-Type L85 10"	\$89.00/SY	74.37 SY	\$6,618.93
7.	Remove and Replace Median Surfacing	\$6.00/SF	173.06 SF	\$1,038.36
8.	Install Permanent Paint Marking-5" White	\$6.25/LF	380 LF	\$2,375.00
9.	Adjust Manhole to Grade	\$500.00/EA	1 EA	\$500.00
Total Additions:				\$16,432.29

Reductions:

Item	Description	Unit Price	Qty.	Amount
3.	Provide Flagger	\$150.00/DAY	8 DAY	\$1,200.00
5.	Construct Aggregate Subbase Course	\$18.00/TON	15 TON	\$270.00
6.	Vehicle Detector, Type TD-5	\$800.00/EA	5 EA	\$4,000.00
10.	Adjust Valve to Grade	\$450.00/EA	4 EA	\$1,800.00
Total Reductions:				(\$7,270.00)
Original Contract Price				\$231,870.00
Revised Contract Price				\$241,032.29

REASONS FOR CHANGES:

- A. Additional damaged panels outside the original estimate required repair.
- B. The Contractor agreed to perform the extra work in this Change Order at the same unit prices as were bid for the same type of work in the original contract.

RECOMMENDED BY: \_\_\_\_\_  
Rocky Henkel  
Street Superintendent

The undersigned parties to the above-referenced contract hereby agree to the changes set forth above.

CITY OF LA VISTA

SPENCER MANAGEMENT LLC

By: \_\_\_\_\_ Title

By: \_\_\_\_\_ Title

Attest

Attest

**CITY OF LA VISTA  
LA VISTA COMMUNITY DEVELOPMENT AGENCY REPORT  
OCTOBER 17, 2017 AGENDA**

<b>Subject:</b>	<b>Type:</b>	<b>Submitted By:</b>
CHANGE ORDER NO. 3 DEMOLITION & SITE PREPARATION MIXED USE REDEVELOPMENT PROJECT AREA	◆ RESOLUTION ORDINANCE RECEIVE/FILE	JOHN KOTTMANN CITY ENGINEER

**SYNOPSIS**

A resolution has been prepared to approve a change order to the contract with Anderson Excavating Co. of Omaha, Nebraska to provide for revisions to completion dates, adjustment of earthwork volumes, and changes to scope of work. The change order will increase the contract price by \$81,633.81. The change order also revises the completion dates of the various stages of the project due to the delays from design revisions.

**FISCAL IMPACT**

The City's FY17/18 Biennial Budget includes funding in the Capital Improvement Program for this project. The contract price increases from \$1,058,985.50 to \$1,140,619.31.

**RECOMMENDATION**

Approval

**BACKGROUND**

Design work on City Centre has been ongoing and has resulted in revisions to the site preparation grading plan. This has resulted in changes to excavation quantities. The change order implements use of the previously established unit prices for the excavation items but applies the revised quantities. The plan revision process has caused some delays in getting instructions to the contractor and execution of the work, which combined with the additional excavation has caused the completion dates for the various phases to be revised as well as a delay cost claim for the contractor for supervision and equipment.



**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VISTA, ACTING AS THE LA VISTA COMMUNITY DEVELOPMENT AGENCY AUTHORIZING A CHANGE ORDER TO THE CONTRACT WITH ANDERSON EXCAVATING CO., INC., OMAHA, NEBRASKA, TO PROVIDE FOR REVISIONS TO COMPLETION DATES, ADJUSTMENT OF EARTHWORK VOLUMES AND CHANGES TO SCOPE OF WORK FOR AN INCREASE TO THE CONTRACT PRICE OF \$81,633.81.

WHEREAS, the City has determined it is necessary to make changes to the contract completion dates, earthwork volumes and scope of work; and

WHEREAS, the FY17/18 biennial budget includes funding in the Capital Improvement Program for this project. The contract price increases from \$1,058,985.50 to 1,140,619.31.

NOW THEREFORE, BE IT RESOLVED, by City Council acting as the La Vista Community Development Agency, that the Mayor is authorized to execute the necessary documents for a change order to the contract with Anderson Excavating Co., Inc., Omaha Nebraska, to make changes to the contract completion dates, earthwork volumes and scope of work for an increase to the contract price of \$81,633.81.

PASSED AND APPROVED THIS 17TH DAY OF OCTOBER, 2017.

CITY OF LA VISTA

\_\_\_\_\_  
Douglas Kindig, Mayor

ATTEST:

\_\_\_\_\_  
Pamela A. Buethe, CMC  
City Clerk

Date of Issuance: October 4, 2017

Effective Date: October 17, 2017

Project: La Vista City Centre Demo & Site Prep – Mixed Use redevelopment project area.	Owner: City of La Vista	Owner's Contract No.: CD-17-007
Contract: Demolition & Site Preparation		Date of Contract: 12/6/16
Contractor: Anderson Excavating Company		Engineer's Project No.: 016-0546

**The Contract Documents are modified as follows upon execution of this Change Order:**

Modification 1: Contract milestones and phasing are to be modified as seen below with no change in price due to milestone date adjustment.

Phase 1B Demolition and Grading – to be completed by October 3, 2017.

Phase 2 Demolition and Grading – to be completed by December 1, 2017. To be revised with future change order.

Modification 2: Contract value revised to incorporate change in site grading surface, resulting in an increase in Excavation On-site and decrease in Embankment – Borrow quantities.

Modification 3: Contract value increased to incorporate Delay Cost Claim Items

Attachments: (List documents supporting change):

1) Quantity Summary breakdown reflecting change in contract price due to quantity changes.

2) Delay Cost Claim Breakdown provided by Anderson

**CHANGE IN CONTRACT PRICE:**

Original Contract Price:

\$ 1,092,235.10

Decrease from previously approved Change Orders

No. 1 to No. 2:

\$ (39,405.00)

Contract Price prior to this Change Order:

\$ 1,058,985.50

Increase of this Change Order:

\$ 81,633.81

Contract Price incorporating this Change Order:

\$ 1,140,619.31

Original Contract Times:

Phase 1: 58 Calendar days, \_\_\_\_\_

Phase 2: 30 Calendar days \_\_\_\_\_

Increase from previously approved Change Orders

No. 0 to No. 0:

Substantial completion (days or date): No change

Ready for final payment (days or date): No Change

Contract Times prior to this Change Order:

Phase 1A: June 1, 2017

Phase 1B: August 15, 2017

Phase 2: December 1, 2017

Increase of this Change Order:

Substantial completion (days or date): See Description Above

Ready for final payment (days or date): See Description Above

Contract Times with all approved Change Orders:

Phase 1B: October 3, 2017

Phase 2: December 1, 2017 (To be revised later)

RECOMMENDED:

By: \_\_\_\_\_

Engineer (Authorized Signature)

Date: 10/4/17

ACCEPTED:

By: \_\_\_\_\_

Owner (Authorized Signature)

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

ACCEPTED:

By: \_\_\_\_\_

Contractor (Authorized Signature)

Date: 10/6/17

Approved by Funding Agency (if applicable): \_\_\_\_\_

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

10/8/2017

Change Order #3 Quantity Summary - La Vista City Centre & Site Prep - Mixed use development project area

Owner Contract #: DC-17-007  
Engineer's Project #: 016-0546

Description of Change:

Site grading surface change results in a reduction of overall grading quantities.  
Proposed Infrastructure access requirements result in reduction of Phase 2 demo quantities.  
Quantity Adjustments below reflect the reduction of lines 104, 108, 109 and 110 quantities.  
New line 109 quantity = 51,274 CY. New line 110 quantity = 0 CY.  
New line B1 for delay cost claim items.

CO#1

CO#2

CO#3

Schedule of Values

Item #	Description	Quantity	Unit	Unit Price	Total Price	Revised CO#1 Total Price	Revised CO#2 Total Price	Revised CO#3 Total Price
101	Phase 1 Building Demo	1.00	LS	378,000.00	378,000.00	378,000.00	378,000.00	378,000.00
102	Phase 2 Building Demo	1.00	LS	27,035.00	27,035.00	27,035.00	27,035.00	27,035.00
103	Phase 1 Utility Demo	1.00	LS	86,900.00	86,900.00	86,900.00	86,900.00	86,900.00
104	Phase 2 Utility Demo	1.00	LS	9,900.00	9,900.00	9,900.00	9,900.00	9,900.00
105	Phase 1 Clearing and Grubbing	1.00	LS	16,000.00	16,000.00	16,000.00	16,000.00	16,000.00
106	Phase 2 Clearing and Grubbing	1.00	LS	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00
107	Phase 1 Pavement Removal	71,704.00	SY	3.15	226,151.10			
107	Phase 1 Pavement Removal less Alt A1 qty.	61,535.00	SY	3.15		193,835.25	193,835.25	193,835.25
108	Phase 2 Pavement Removal	6,980.00	SY	3.60	25,128.00	25,128.00	25,128.00	25,128.00
109	Excavation On-site	54,000.00	CY	3.45	186,300.00	186,300.00		
109	Excavation On-site	44,580.00	CY	3.45			153,801.00	
109	Excavation On-site	51,274.00	CY	3.45				176,895.30
110	Embankment - Borrow	5,000.00	CY	8.40	42,000.00	42,000.00		
110	Embankment - Borrow	3,890.00	CY	8.40			32,676.00	
110	Embankment - Borrow	0.00	CY	8.40				0.00
111	Install Silt Fence	3,000.00	LF	3.10	9,300.00	9,300.00		
111	Install Silt Fence	3,780.00	LF	3.10			11,718.00	11,718.00
112	Construction Entrance	2.00	EA	1,750.00	3,500.00	3,500.00	3,500.00	3,500.00
113	Install Curb Inlet Protection	16.00	EA	300.00	4,800.00	4,800.00	4,800.00	4,800.00
114	Install Area Inlet Protection	6.00	EA	3.50	21.00	21.00	21.00	21.00
115	Install Erosion Control Blanket, C125	3,800.00	SY	2.00	7,600.00	7,600.00	7,600.00	7,600.00
116	Install Seeding - Type B	14.00	AC	1,650.00	23,100.00	23,100.00	23,100.00	23,100.00
117	Install Cover Crop Seeding	14.00	AC	650.00	9,100.00	9,100.00	9,100.00	9,100.00
118	Install Mulching	28.00	AC	650.00	18,200.00	18,200.00	18,200.00	18,200.00
119	Install Anti-Vortex Device	2.00	EA	8,300.00	16,600.00	16,600.00	16,600.00	16,600.00
A1	Phase 1 Concrete Crushing	10,259.00	SY	3.75		38,471.25	38,471.25	38,471.25
B1	Delay Cost Claim Items	1.00	LS	91,215.51				91,215.51

Original Contract Value	1,092,235.10		
Contract Value after Change Order #1		1,098,390.50	
Contract Value after Change Order #2			1,058,985.50
Adjusted Contract Value Reflecting reduction in CY of line 109, 110, and 81			1,140,619.31
<b>New Contract Value</b>			<b>1,140,619.31</b>

Alternative Bid Items

Item #	Description	Quantity	Unit	Unit Price	Total Price
A1	Phase 1 Concrete Crushing	10,259.00	SY	3.75	38,471.25
A2	Phase 1 Asphalt Milling	61,535.00	SY	3.75	230,756.25
A3	Overexcavation	3,000.00	CY	5.00	15,000.00

**CITY OF LA VISTA  
MAYOR AND CITY COUNCIL REPORT  
OCTOBER 17, 2017 AGENDA**

<b>Subject:</b>	<b>Type:</b>	<b>Submitted By:</b>
LEASE AGREEMENT -- POLICE DEPARTMENT NARCOTICS VEHICLE	◆ RESOLUTION ORDINANCE RECEIVE/FILE	BOB LAUSTEN POLICE CHIEF

**SYNOPSIS**

A resolution has been prepared to authorizing a lease agreement with Ally Financial Group (representing Baxter Auto Group) in an amount not to exceed \$9,800.

**FISCAL IMPACT**

The FY 17/18 Biennial budget provides funding for the proposed lease.

**RECOMMENDATION**

Approval.

**BACKGROUND**

The Police Department was awarded a Midwest HIDTA (High Intensity Drug Trafficking Area) grant for FBI Greater Omaha Safe Streets Task Force. The grant included services to lease an unmarked vehicle for Task Force officer use. Baxter Auto Group was selected because they have a closed-end (walkaway) lease. This lease would be for 27 months (October 2017--January 2020). The grant funds the entire lease.

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA, AUTHORIZING THE EXECUTION OF A 27-MONTH LEASE AGREEMENT WITH ALLY FINANCIAL FOR A TASK FORCE VEHICLE FOR THE POLICE DEPARTMENT IN AN AMOUNT NOT TO EXCEED \$9,800.

WHEREAS, the La Vista Police Department was awarded a federal grant for the Safe Streets task Force and included in the grant is funding for a leased vehicle to be used by the department's Safe Streets Task Force officer, and

WHEREAS, the City did appropriate funds in the FY18 municipal budget to lease a grant funded task force vehicle, and

WHEREAS, Section 31.23 of the La Vista Municipal Code requires that the City Administrator secure Council approval prior to authorizing any purchase over \$5,000.00.

NOW, THEREFORE, BE IT RESOLVED, that he Mayor and City Council of La Vista, Nebraska, do hereby authorize the execution of a lease agreement with Ally Financial, for a grant funded task force vehicle for the Police Department in an amount not to exceed \$9,800.

PASSED AND APPROVED THIS 17TH DAY OF OCTOBER 2017.

CITY OF LA VISTA

\_\_\_\_\_  
Douglas Kindig, Mayor

ATTEST:

\_\_\_\_\_  
Pamela A. Buethe, CMC  
City Clerk



**CITY OF LA VISTA  
MAYOR AND CITY COUNCIL REPORT  
OCTOBER 17, 2017 AGENDA**

<b>Subject:</b>	<b>Type:</b>	<b>Submitted By:</b>
POSITION DESCRIPTION UPDATE	RESOLUTION ORDINANCE ♦ RECEIVE/FILE	KEVIN POKORNY DIRECTOR OF ADMINISTRATIVE SERVICES

**SYNOPSIS**

Job descriptions for positions in the Library, Public Works and Administrative Services Departments have been updated.

**FISCAL IMPACT**

The positions are currently budgeted and included in the adopted compensation ordinance.

**RECOMMENDATION**

Approval

**BACKGROUND**

Updates for the following positions have been prepared:

- Library
  - Circulation Clerk I (currently filled)
  - Circulation Clerk II (currently filled)
  - Circulation Clerk II – GED Instructor (currently filled)
  - Circulation Clerk II – Children’s Assistant (currently filled)
  - Circulation Clerk II – Teen Coordinator (currently filled)
- Public Works
  - Administrative Assistant III (vacant)
- Administrative Services
  - Administrative Assistant II (currently filled)
  - Deputy City Clerk (vacant)

## POSITION DESCRIPTION CITY OF LA VISTA

POSITION TITLE: Circulation Clerk I  
POSITION REPORTS TO: Librarian ~~and Librarian III~~  
POSITION SUPERVISES:

### DESCRIPTION:

Performs a variety of support-level library tasks under the direction of the Librarian, ~~and/or Librarian III.~~ Works in the areas of circulation, ~~and vertical file and equipment operation.~~ ~~May work in either the children and, reference, or adult sections.~~ (Remove this last line if the job description is redone)

### ESSENTIAL FUNCTIONS: (with or without reasonable accommodation)

1. ~~Provides general circulation desk assistance to include (checking material out/in, processing membership applications, assessing and collecting fines, phoning patron library holds, etc.)~~
1. ~~Assists at circulation desk, which includes checking material out and in, answering the phone, taking inter-library loan requests, assessing and collecting fines, and phoning patron library renewals.~~
2. Assists patrons with library computer or reference questions as needed.
3. ~~Assists patrons with the use of library materials (office, library equipment, and electronic books, etc.).~~
3. ~~Assists patrons with the use of office and library equipment.~~
4. ~~Ensures the availability of a current collection, through identifying damaged materials and/or equipment.~~
5. ~~Shelf-reads to ensure proper placement and condition of (books, newspapers, periodicals, etc). Re-shelves, maintains and straightens books, newspapers, periodicals and other materials.~~
6. ~~Utilizes automated circulation system to provide general assistance.~~
4. ~~Computer and database utilization.~~
7. ~~Provides general assistance to develop materials used for special library programs including (crafts, reading sessions, book clubs, etc.).~~
5. ~~Files articles.~~
6. ~~Assures proper order of collections—shelf reads.~~
7. ~~Assists Librarian in developing and making items to be used for the "story time programs" including craft projects and bulletin boards.~~
8. Assists in keeping the library neat and orderly, including such things as pushing up books, ensuring that books are at edge of shelves and picking up trash.
9. Performs other duties as directed or as the situation dictates.

### ESSENTIAL PHYSICAL AND ENVIRONMENTAL DEMANDS

The physical demands listed here are representative of those that must be met by an employee to successfully perform the essential functions of this position:

- Work is performed mostly in office settings. Hand-eye coordination is necessary to operate computers and various pieces of office equipment.
- While performing the duties of this job, the employee is at various times asked to stand and sit; walk; use hands to finger, handle, feel or operate objects, tools or controls and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; talk and hear.



- The employee must occasionally lift and/or move up to 50 pounds. Specific as-corrected vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

#### **EDUCATION, TRAINING, LICENSE, CERTIFICATION AND EXPERIENCE**

1. ~~OneSix (16) yearmonths of computer and library experience.customer service and/or clerical experience~~
1. ~~Demonstrated computer and library experience.~~

~~————— Note: ——— Physical examination and drug screening tests will follow all conditional offers of employment.~~

#### **KNOWLEDGE, SKILLS AND ABILITIES**

1. The ability to work a varying schedule, including evenings and weekends.
2. Basic knowledge of accepted library principles, practices and techniques, ~~including the Dewey Decimal System. Basic alphabetization and filing skills~~
3. ~~Basic alphabetization and filing skills.~~
- 4.3. Basic computer-use skills.
- 5.4. Ability to follow directions.
- 6.5. Ability to read and write proficiently.
6. Ability to operate library and office equipment such as photocopiers, laminator, ~~and Fax, and microfilm readers. Ability to establish and maintain effective working relations with City officials, fellow employees, members of the public and patrons.~~
7. ———
8. ~~Ability to establish and maintain effective working relations with City officials, fellow employees, members of the public and patrons.~~
- 9.7. Ability to maintain regular and dependable attendance on the job.

#### **Contributions this Position Makes to the City**

This position provides general support assistance to the Library and contributes to the success of the City, by assisting with Librarian priorities and special projects. The Circulation Clerk I is responsible for support initiatives that contribute to the successful operation of the Library as a whole.

#### **Disclaimer:**

This position description does not constitute an employment agreement between the City and the employee, and is subject to change by the employer as the needs of the City and the requirements of the position change over time.

I have read and understand the requirements of this position description.

\_\_\_\_\_  
(Signature) (Date)

Note: Physical examination and drug screening tests will follow all conditional offers of employment.



## POSITION DESCRIPTION CITY OF LA VISTA

POSITION TITLE: Circulation Clerk II  
POSITION REPORTS TO: Librarian ~~and Librarian III~~  
POSITION SUPERVISES:

### DESCRIPTION:

Performs a variety of library tasks under the direction of the Librarian and/or Librarian III. Works in the areas of circulation, reference, and/or library programs. ~~circulation, vertical file and equipment operation.~~  
~~May work in either the children, reference or adult sections.~~

### ESSENTIAL FUNCTIONS: (with or without reasonable accommodation)

1. Assists at circulation desk, which includes checking material out and in, answering the phone, ~~taking inter-library loan requests,~~ assessing and collecting fines, and phoning patron library renewals.
2. ~~Provides work prioritization, some training, and technical assistance to other circulation desk employees.~~
3. ~~Coordinates some work functions for volunteer staff members and oversees completion.~~
4. ~~Assists with facility opening/closing procedures for Library and common area (alarm code programming, turning on/off lights, locking/unlocking doors etc.)~~
5. ~~Conceptualizes aspects of special library programs through research, planning, and collaboration and ensures successful execution through evaluation.~~
6. ~~Ensure the availability of a current collection, through removing outdated or damaged materials and/or equipment.~~
7. ~~Assists patrons with library computer or reference questions as needed.~~
- ~~2-8.~~ ~~Assists patrons with the use of office, library equipment, and electronic books.~~ ~~with library computer or reference questions as needed.~~
- ~~3.~~ ~~Assists patrons with the use of office and library equipment.~~
- ~~4-9.~~ Re-shelves, maintains and straightens books, newspapers, periodicals and other materials.
- ~~10.~~ ~~Utilizes computer database to provide both general and electronic media assistance.~~
- ~~5.~~ ~~Computer and database utilization.~~
- ~~6.~~ ~~Files articles.~~
- ~~7-11.~~ Assures proper order of collections – shelf reads.
- ~~12.~~ ~~Assists Librarian in developing and making items to be used for library programs (i.e. craft projects, bulletin boards, etc.)~~
- ~~8.~~ ~~Assists Librarian in developing and making items to be used for the "story time programs" including craft projects and bulletin boards.~~
- ~~9-13.~~ Assists in keeping the library neat and orderly, including such things as pushing up books, ensuring that books are at edge of shelves and picking up trash.
- ~~10-14.~~ Performs other duties as directed or as the situation dictates.

### ESSENTIAL PHYSICAL AND ENVIRONMENTAL DEMANDS

The physical demands listed here are representative of those that must be met by an employee to successfully perform the essential functions of this position:

- Work is performed mostly in office settings. Hand-eye coordination is necessary to operate computers and various pieces of office equipment.
- While performing the duties of this job, the employee is at various times asked to stand and sit; walk; use hands to finger, handle, feel or operate objects, tools or controls and reach with hands



- and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; talk and hear.
- The employee must occasionally lift and/or move up to 50 pounds. Specific as-corrected vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

#### **EDUCATION, TRAINING, LICENSE, CERTIFICATION AND EXPERIENCE**

1. Graduation from an accredited high school or GED.
2. ~~Two~~One (21) years of computer and library experience, customer service and clerical experience. Demonstrated computer and library experience.

~~Note: Physical examination and drug screening tests will follow all conditional offers of employment.~~

#### **KNOWLEDGE, SKILLS AND ABILITIES**

1. The ability to work a varying schedule, including evenings and weekends.
2. ~~Basic knowledge of accepted library principles, practices and techniques.~~ Basic alphabetization and filing skills including the Dewey Decimal System.
3. ~~Basic alphabetization and filing skills.~~
4. ~~Basic computer-use skills.~~
5. ~~Ability to follow directions.~~
6. ~~Ability to read and write proficiently.~~
6. Ability to operate library and office equipment such as photocopiers, laminator, and Fax, Ability to establish and maintain effective working relations with City officials, fellow employees, members of the public and patrons.
7. ~~and microfilm readers.~~
8. ~~Ability to establish and maintain effective working relations with City officials, fellow employees, members of the public and patrons.~~
9. ~~7.~~ Ability to maintain regular and dependable attendance on the job.

#### **Contributions this Position Makes to the City**

This position provides intermediate-level support assistance to the Library and contributes to the success of the City, by assisting with Librarian priorities, special projects, and coordinating volunteer efforts. The Circulation Clerk II is responsible for supporting and organizing initiatives that contribute to the successful operation of the Library as a whole.

#### **Disclaimer:**

This position description does not constitute an employment agreement between the City and the employee, and is subject to change by the employer as the needs of the City and the requirements of the position change over time.

I have read and understand the requirements of this position description.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

Note: Physical examination and drug screening tests will follow all conditional offers of employment.

**POSITION DESCRIPTION  
CITY OF LA VISTA**

**POSITION TITLE:** Circulation Clerk II – GED Instructor  
**POSITION REPORTS TO:** Librarian  
**POSITION SUPERVISES:**

**DESCRIPTION:**

Teaches reading, math, social studies, science, and community skills to prepare students to take GED exam, under the direction of the Librarian.

**ESSENTIAL FUNCTIONS:** (with or without reasonable accommodation)

1. Adapts teaching methods and instructional materials to meet students' varying needs, abilities, and interests.
2. Observes and evaluates student work to determine progress and areas where improvement is needed.
3. Develops lesson plans, course schedule, and teaching materials as required by state law and administrative policy.
4. Confers with other staff members make lesson plan recommendations that promote effective learning, under the established curriculum.
5. Maintains student progress, attendance, and records regarding student needs to facilitate a holistic learning experience.
6. Establishes and foster a productive, safe, and efficient learning environment.
7. Assists students with securing exam dates and provides consistent motivation to ensure maximum potential is achieved.
8. Provides teaching and material guidance to volunteer tutors.
- 8-9. Upholds consistency and program accountability through creating monthly reports and maintaining outcome-related statistics.

**ESSENTIAL PHYSICAL AND ENVIRONMENTAL DEMANDS**

The physical demands listed here are representative of those that must be met by an employee to successfully perform the essential functions of this position:

- Work is performed mostly in office-classroom settings. Hand-eye coordination is necessary to operate computers and various pieces of office equipment.
- While performing the duties of this job, the employee is at various times asked to stand and sit; walk; use hands to finger, handle, feel or operate objects, tools or controls and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; talk and hear.

**EDUCATION, TRAINING, LICENSE, CERTIFICATION AND EXPERIENCE**

1. Bachelor's degree in education or related field.
2. One (1) year of teaching experience with adult learners and/or GED students.
3. Experience working with GED exams preferred.
4. Current teaching certificate preferred.

**KNOWLEDGE, SKILLS AND ABILITIES**

1. The ability to work a varying schedule, including evenings and weekends.
2. Basic computer-use skills.
3. Ability to follow directions.



4. Ability to read and write proficiently.
5. Ability to operate library and office equipment such as photocopiers, laminator, Fax, ~~and microfilm readers~~.
6. Ability to establish and maintain effective working relations with City officials, fellow employees, members of the public and patrons.
7. Ability to maintain regular and dependable attendance on the job.

**Contributions this Position Makes to the City**

This position provides mentorship and guidance to GED candidates and contributes to the success of the City, by developing citizen future suitability for employment and higher education. GED Instructor is responsible for lesson plan development and effective delivery.

**Disclaimer:**

This position description does not constitute an employment agreement between the City and the employee, and is subject to change by the employer as the needs of the City and the requirements of the position change over time.

I have read and understand the requirements of this position description.

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(Signature)

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(Date)

**Note: Physical examination and drug screening tests will follow all conditional offers of employment.**

## POSITION DESCRIPTION CITY OF LA VISTA

**DEPARTMENT:** Library  
**POSITION TITLE:** Children's Assistant, Circulation Clerk II  
**POSITION REPORTS TO:** Assistant Library Director/Children Services  
**POSITION SUPERVISES:**

**DESCRIPTION:**

Responsible for a variety of library tasks to ensure the efficient provision of services to the community, with a focus on children's services and as a participant of the library's Youth Division.

**ESSENTIAL FUNCTIONS:** (with or without reasonable accommodation)

**Children's Assistant Duties**

- Receives oral or written instructions from the Children Services Librarian.
- Works directly with the Children Services Librarian to plan, coordinate, and assist children's services and programs.
- Assist in children collection development including annual weeding.
- Networks with the La Vista's elementary and middle schools including driving to and from destinations.
- Assist with monitoring and maintaining bulletin board displays ensuring all posted materials are kept current.
- Performs Reader's Advisory, specializing in recommending titles for Children.
- Assist in the coordination of the Children's Summer Reading program including Summer Camps, coordinating prizes and involvement incentives with local area businesses.
- Responsible for the Children's Home Schooling programming.
- Assists with outreach to area daycares and preschools including driving to and from destinations.
- Occasionally exposed to outside weather conditions.
- Prioritizes tasks within work assignment.

**Youth Division**

- Active participant in the Youth Division. This includes attending meetings, sharing children programming, brainstorming, and assisting and utilizing other staff members with programming including ideas.

**Processing of Library Materials**

- Processing of books and a variety of media, including DVDs, CDs, audiovisual materials, and kits.
- Works closely with staff who process while establishing best practices. Ensures communication of changes in procedures.

**General Library Duties**

- Provide excellent customer service to patrons and fellow employees.
- Works at the front desk as needed, performs customer service duties by answering the telephone, circulating materials, issuing library cards, collecting fines, answering inquiries on books and available resources, and ensures the confidentiality of all patron records.
- Stocks printers, copiers, and fax machine with paper as appropriate.
- Responds to patron emails in a timely manner or directs to the appropriate person.
- Assists with library displays (planning and implementing).
- Works on inventory reports, statistical reports, etc. as requested.
- Maintain patron privacy as dictated by law.
- Shelves and shelf reads children library materials according to proper procedures as needed.
- Maintains clean and tidy Library environment, especially the children section.
- Performs other duties as assigned.

### **ESSENTIAL PHYSICAL AND ENVIRONMENTAL DEMANDS**

The physical demands here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

- Seeing and hearing: read documents, computer screen, answer phones, communicate in person.
- Standing and walking.
- Sitting
- Climbing, stooping, squatting and kneeling.
- Dexterity: fine motor skills including handling books and processing supplies/materials, utilizing phone, typing, and writing.
- Lift in excess of 10 pounds

### **EDUCATION, TRAINING, LICENSE, CERTIFICATION AND EXPERIENCE**

1. Must possess a high school diploma or GED certificate, undergraduate degree preferred.
2. Must obtain provisional certification from the Nebraska Library Commission within timeframe established by the library's accreditation.
3. Must be willing to obtain further education, training, and certifications as deemed appropriate and within a timeframe established by the library's accreditation.

### **KNOWLEDGE, SKILLS AND ABILITIES**

The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

#### **Ability to:**

- Learn and apply the principles and techniques associated with professional library work, modern library systems and programs.
- Learn to utilize computers and software applications as they pertain to various library automation systems and creative displays.
- Communicate appropriately with patrons and staff members.
- Understand and implement policies in a fair and consistent manner.
- Plan and organize a personal work schedule, set priorities and meet deadlines.
- Perform job duties efficiently while managing frequent interruptions.
- Maintain calm and professional demeanor during hectic or tense situations.
- Learn and operate standard office and sound equipment, i.e. DVD, CD, copier, fax, etc.
- Learn to use specialized equipment, including laminator, and laptop with projector.
- Make change and count accurately.
- Type accurately using a word processor and personal computer.
- Understand and follow both oral and written instructions and to communicate effectively, verbally and in writing, in English, with people of all ages.
- Establish and maintain effective working relationships with the public, community groups, local businesses, other employees and municipal officials.

**Note:** Physical examination and drug screening tests will follow all conditional offers of employment.

#### **Disclaimer:**

This position description does not constitute an employment agreement between the City and the employee, and is subject to change by the employer as the needs of the City and the requirements of the position change over time.

I have read and understand the requirements of this position description.

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(Date)

## POSITION DESCRIPTION CITY OF LA VISTA

**DEPARTMENT:** Library  
**POSITION TITLE:** Teen Coordinator, Circulation Clerk II  
**POSITION REPORTS TO:** Assistant Library Director/Children Services  
**POSITION SUPERVISES:**

**DESCRIPTION:**

Responsible for a variety of library tasks to ensure the efficient provision of services to the community, with a focus on teen coordinator and participant of the library's Youth Division.

**ESSENTIAL FUNCTIONS:** (with or without reasonable accommodation)

**Teen/Tween Coordinator Duties**

- Plans, coordinates, and oversees teen/tween services and programming planning, including advertising by working with city's Community Relation Coordinator on fliers. Keeps Community Relation Coordinator informed of teen activities and has events added to online Library and City calendar and other social networks as appropriate.
- Responsible for teen/tween collection development including annual weeding.
- Maintains/updates the information for the Teen webpage. Works with IT Librarian to achieve.
- Networks with the La Vista's elementary, middle, and high school including driving to and from destinations.
- Performs outreach services to La Vista partners. This includes initial contacts and ongoing services and driving to and from destinations.
- Performs organization of Teen/Tween materials on an annual basis or more frequently if the situation dictates.
- Moderator of the Teen Advisory Board (TAB).
- Monitors and maintains bulletin board displays ensuring all posted materials are kept current.
- Performs Reader's Advisory, specializing in recommending titles for Teens/Tweens.
- Responsible for coordinating and overseeing the Teen/Tween Summer Reading program including coordinating prizes and involvement incentives with local area businesses.
- Responsible for Teen area displays.
- Responsible for the creation, planning and implementation of Teen Homeschool services.

**Youth Division**

- Active participant in the Youth Division. This includes attending meetings, sharing Teen/Tween programming, brainstorming, and assisting and utilizing other staff members with programming including ideas.

**General Library Duties**

- Provide excellent customer service to patrons and fellow employees.
- Works at the front desk as needed, performs customer service duties by answering the telephone, circulating materials, issuing library cards, collecting fines, answering inquiries on books and available resources, and ensures the confidentiality of all patron records.
- Stocks printers, copiers, and fax machine with paper as appropriate.
- Responds to patron emails in a timely manner or directs to the appropriate person.
- Assists with library displays (planning and implementing); designs and displays Teen signage to direct and inform patrons.
- Works on inventory reports, monthly statistical reports, etc. as requested.
- Maintains confidential information including papers and invoices, and shreds documents as appropriate.
- Maintain patron privacy as dictated by law.
- Shelves and shelf reads Teen library materials according to proper procedures as needed.
- Maintains clean and tidy Library environment, especially the Teen section.
- Establishes and maintains positive relations with the general public, other employees, community groups, local businesses and other area libraries.
- Performs other duties as assigned.

### **ESSENTIAL PHYSICAL AND ENVIRONMENTAL DEMANDS**

The physical demands here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

- Seeing and hearing: read documents, computer screen, answer phones, communicate in person.
- Standing and walking.
- Sitting
- Climbing, stooping, squatting and kneeling.
- Dexterity: handling books, utilizing phone, typing, and writing.
- Lift in excess of 10 pounds

### **EDUCATION, TRAINING, LICENSE, CERTIFICATION AND EXPERIENCE**

1. Must possess a high school diploma or GED certificate, undergraduate degree preferred.
2. Must obtain provisional certification from the Nebraska Library Commission within timeframe established by the library's accreditation.
3. Must be willing to obtain further education, training, and certifications as deemed appropriate and within a timeframe established by the library's accreditation.

### **KNOWLEDGE, SKILLS AND ABILITIES**

The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

#### **Ability to:**

- Learn and apply the principles and techniques associated with professional library work, modern library systems and programs.
- Learn to utilize computers and software applications as they pertain to various library automation systems and creative displays.
- Communicate appropriately with patrons and staff members.
- Understand and implement policies in a fair and consistent manner.
- Plan and organize a personal work schedule, set priorities and meet deadlines.
- Perform job duties efficiently while managing frequent interruptions.
- Maintain calm and professional demeanor during hectic or tense situations.
- Learn and operate standard office and sound equipment, i.e. DVD, CD, copier, fax, etc.
- Learn to use specialized equipment, including laminator, and laptop with projector.
- Make change and count accurately.
- Type accurately using a word processor and personal computer.
- Understand and follow both oral and written instructions and to communicate effectively, verbally and in writing, in English, with people of all ages.
- Establish and maintain effective working relationships with the public, community groups, local businesses, other employees and municipal officials.

**Note:** Physical examination and drug screening tests will follow all conditional offers of employment.

### **Disclaimer:**

This position description does not constitute an employment agreement between the City and the employee, and is subject to change by the employer as the needs of the City and the requirements of the position change over time.

I have read and understand the requirements of this position description.

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(Signature)

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(Date)



## POSITION DESCRIPTION CITY OF LA VISTA

**POSITION TITLE:** Administrative Assistant III – Public Works  
**POSITION REPORTS TO:** Public Works Director  
**POSITION SUPERVISES:**

### **DESCRIPTION:**

Under the direction of the Director of Public Works~~Director~~, performs a variety of complex administrative and clerical duties. Provides support to the Sewer Department. In the absence of the Director of Public Works~~Public Works Director~~, the Administrative Assistant III will report to the Deputy Director of Public Works~~Director~~.

### **ESSENTIAL FUNCTIONS:** (with or without reasonable accommodation)

1. ~~Oversees basic operation of office. Coordinates and directs front office operations (i.e. departmental finances, budget preparation, housekeeping, etc.)~~
2. ~~Answers/directs telephone calls, distributes departmental mail, and performs general filing tasks.~~
3. ~~Provides work prioritization, some training, mentorship, and technical assistance to other front office staff members, and directs telephone calls.~~
4. ~~Develops work schedules for public works administrative staff, under the direction of the Public Works Director.~~
53. Receives and responds to citizen, city staff and departmental inquiries.
64. ~~Processes~~ Coordinates travel requests, purchase orders, oversees some departmental payroll processing (i.e. new employee set-up, timesheet reviews, records maintenance, etc.) ~~and goods received.~~
76. Types a wide variety of drafts and finished documents, including confidential materials from taped dictation, brief instructions or written materials.
87. Prepares departmental correspondence and distributes needed equipment to employees (i.e. keys, fueling fobs, etc.).
98. Reviews finished materials for completeness, accuracy, format, compliance with policies and procedures.
109. Performs general filing duties.
1140. Follows up on projects, transmits information and keeps informed of department activities.
1244. Schedules meetings and appointments and arranges for facilities and supplies.
1342. Oversees and coordinates preparation, approval, compilation, reproduction and distribution of various documents and reports.
1413. Monitors and orders office supplies and furnishings.
1544. Conducts or assists with special projects, as required.
1646. Performs other duties as directed or as the situation dictates.

### **ESSENTIAL PHYSICAL AND ENVIRONMENTAL DEMANDS**

The physical demands listed below are representative of those that must be met/tolerated by an employee to successfully perform the essential functions of the job.

- Work is performed mostly in office settings. – Hand-eye coordination is necessary to operate computers and various pieces of office equipment.
- While performing the duties of this job, the employee is occasionally asked to stand or sit; walk; use hands to finger, handle, feel or operate objects, tools or controls and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; talk and hear.
- The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.



- Must be able to hear and understand voices at normal conversational levels.

#### **EDUCATION, TRAINING, LICENSE, CERTIFICATION AND EXPERIENCE**

1. Graduation from an accredited high school or GED.
2. ~~Two-Three~~ (32) years of increasingly responsible office and computer experience, ~~is~~ preferred.

**Note: — Physical examination and drug screening tests will follow all conditional offers of employment.**

#### **KNOWLEDGE, SKILLS AND ABILITIES**

1. Knowledge of modern office procedures, methods and equipment, including personal computer.
2. Computer skills, including basic word processing, spreadsheet and database skills and ability to use MS Office products.
3. Good organizational skills and the ability to prioritize and handle multiple tasks.
4. Conflict resolution skills.
5. Good public relations and customer service skills.
6. Basic business letter writing, report preparation and record keeping skills.
7. Basic English usage, spelling, grammar and punctuation skills.
8. Basic alphabetization and filing skills.
9. Ability to type 60 words per minute.
10. Basic mathematical skills.
11. Ability to maintain confidentiality.
12. Ability to apply common sense understanding in carrying out written and oral instructions.
13. Ability to communicate effectively, both orally and in writing.
14. Ability to work independently, prioritize work, meet deadlines and make decisions on the basis of established policies and procedures.
15. Ability to operate office equipment such as personal computer, postage meter, telephone, photocopier and fax machine.
16. Ability to establish and maintain effective working relations with City officials, fellow employees and patrons.
17. Ability to maintain regular and dependable attendance on the job.
18. Ability to follow instruction.

#### **Contributions this Position Makes to the City**

This position provides highly responsible assistance to the ~~Director of Public Works~~ **Public-Works Director** and contributes to the success of the City by working closely with the Public Works Staff on complex and strategic initiatives dealing with the City's Public Works Department. The Administrative Assistant III is responsible for strategic initiatives in regards to administrative service delivery as a whole.

#### **Disclaimer:**

This position description does not constitute an employment agreement between the City and the employee, and is subject to change by the employer as the needs of the City and the requirements of the position change over time.

**Note: — Physical examination and drug screening tests will follow all conditional offers of employment.**

I have read and understand the requirements of this position description.

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(Signature)

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(Date)



## POSITION DESCRIPTION CITY OF LA VISTA

**POSITION TITLE:** ~~Secretary/Receptionist~~Administrative Assistant II – Administrative Services

**POSITION REPORTS TO:** City Clerk

**POSITION SUPERVISES:**

**DESCRIPTION:**

Under the direction of the City Clerk, ~~serves as lead receptionist and~~ performs a wide variety of clerical functions.

**ESSENTIAL FUNCTIONS:** (with or without reasonable accommodation)

1. Oversees basic operation of office.
2. Answers and directs telephone calls.
  - ~~1. Answers telephone and directs calls to appropriate parties or takes messages.~~
- ~~2.3. Greets visitors, determines nature and purpose of visit in order to direct them appropriately.~~
- ~~3.4. Receives and responds to citizen, city staff and departmental inquiries via telephone or in person.~~
- ~~4.5. Responsible for computerized receipts of all money for permits, parking violations, etc. Processes travel requests, purchase orders and goods received.~~
- ~~5.6. Opens and processes incoming mail and oversees out-going mail as relates to postage meter operation. Distributes departmental mail.~~
7. Assists with the issuance of various city permits. Prepares departmental correspondence.
8. Reviews finished materials for completeness, accuracy, format, compliance with policies and procedures.
9. Performs general filing duties.
10. Follows up on projects, transmits information and keeps informed of department activities.
11. Schedules meetings and appointments and arranges for facilities and supplies.
12. Oversees and coordinates preparation, approval, compilation, reproduction and distribution of various documents and reports.
13. Monitors and orders office supplies and furnishings.
- ~~6. —~~
- ~~7. — Performs data entry as assigned. Orders and manages office supplies and makes necessary arrangements for office equipment repair.~~
- ~~8. — Provides clerical support for City Administration staff.~~
- ~~9. — Receives, processes and reports on handicap parking applications.~~
- ~~10. — Prepares monthly reports including: apartment sewer billings, M.U.D. exempt sewer accounts report, yellow tag violation report.~~
- ~~11. — In the absence of Permit Technician, performs duties including: issuing permits and licenses, processing billings and general clerical support of Community Development.~~
- ~~12. — Performs general filing assignments, including time cards, pink slips, and accounts payable copies.~~
- ~~13. — Stuffs payroll checks for distribution and accounts payable checks for mailing.~~
- ~~14. — Performs clerical staff backup as required.~~
- 15.14. Conducts or assists with special projects as required.
- 16.15. Performs other duties as directed or as the situation dictates.

**Note:** ~~Physical examination and drug screening tests will follow all conditional offers of employment~~

**ESSENTIAL PHYSICAL AND ENVIRONMENTAL DEMANDS**

The physical demands listed below are representative of those that must be met by an employee to successfully perform the essential functions of the job.

- Work is performed mostly in office settings. Hand-eye coordination is necessary to operate computers and various pieces of office equipment.



- While performing the duties of this job, the employee is occasionally asked to stand or sit; walk; use hands to finger, handle, feel or operate objects, tools or controls and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; talk and hear. Hearing abilities correctable to levels adequate to perform the essential functions.
- The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

#### **EDUCATION, TRAINING, LICENSE, CERTIFICATION AND EXPERIENCE**

1. Graduation from an accredited high school or GED.
2. Secretarial/receptionist (including cash handling) experience. Two (2) years of increasingly responsible office and computer experience is preferred.

#### **KNOWLEDGE, SKILLS AND ABILITIES**

1. Knowledge of modern office procedures, methods and equipment including personal computer.
2. Computer skills, including basic word-processing, spreadsheet and database skills and ability to use MS Office products.
3. Good organizational skills and the ability to prioritize and handle multiple tasks.
- 2.4. Conflict resolution skills.
5. Good public relations, and customer service skills and telephone etiquette.
6. Basic business letter writing, report preparation and record keeping skills.
7. Basic English usage, spelling, grammar and punctuation skills.
- 3.
- 4.8. Basic alphabetization and filing skills.
- 5.1. Basic English usage, spelling, grammar and punctuation skills.
6. Basic money changing skills.
- 7.9. Ability to type 45-60 words per minute.
- 8.10. Basic mathematical skills.
9. Ability to effectively communicate and provide information to supervisors, peers and subordinates in person, by telephone, in writing and via email.
10. Ability to be pleasant with supervisors, peers and subordinates and display a good-natured, cooperative attitude.
11. Ability to work effectively as part of a team, making positive contributions to the group and supporting other members.
12. Good telephone and customer service skills.
- 13.11. Ability to maintain confidentiality.
- 14.12. Ability to apply common sense understanding in carrying out written and oral instructions.
- 15.13. Ability to follow instruction.
- 16.14. Ability to read and communicate effectively, both orally and in writing proficiently.
- 17.15. Ability to work independently, prioritize work, meet deadlines and make decisions on the basis of established policies and procedures without direct supervision.
- 18.16. Ability to operate office equipment such as personal computer, postage meter, telephones, photocopier and fax machine.
- 19.17. Ability to develop constructive and cooperative establish and maintain effective working relationships with supervisors, peers and subordinates and maintain them over time City officials, fellow employees and patrons.
20. Ability to establish and maintain effective working relations with elected and appointed officials and the public. Ability to maintain regular and dependable attendance on the job.

#### **Disclaimer:**

This position description does not constitute an employment agreement between the City and the employee, and is subject to change by the employer as the needs of the City and the requirements of the position change over time.

I have read and understand the requirements of this position description.

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(Signature)

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(Date)

| Note: Physical examination and drug screening tests will follow all conditional offers of employment



## POSITION DESCRIPTION CITY OF LA VISTA

**POSITION TITLE:** Deputy City Clerk  
**POSITION REPORTS TO:** City Clerk  
**POSITION SUPERVISES:** Provides general supervision to staff in City Clerk's Office in the absence of City Clerk

### **DESCRIPTION:**

The Deputy City Clerk is responsible for directly supporting and assisting the City Clerk. The Deputy City Clerk also performs the functions and duties of the Clerk in the absence of the Clerk.

### **ESSENTIAL FUNCTIONS:** (with or without reasonable accommodation)

1. Assists with all aspects of City Council meeting preparation and follow-up including but not limited assisting in the review of submitted agenda items, preparing resolutions and ordinances, ensuring departments submit necessary materials, review final product for quality control, meeting and legal notifications, letters, reports and filing. In the absence of the City Clerk, handles City Council meeting logistics and responsibilities of the City Clerk.
2. Attends all City Council meetings.
3. May serve as the City Clerk's designee for Civil Service matters as required and assist with all aspects of the Civil Service process including coordination of meetings and preparation of packets, coordination of testing times and materials, etc.
4. Provides administrative support for the City Clerk and other areas, including records management, purchasing, legislation, insurance maintenance and incident tracking.
5. Assists City Clerk with ADA Coordinator duties including but not limited to complaint tracking, compliance requirements, meeting coordination and planning.
6. Recommends training related to appropriate office protocol.
7. Assists with budget preparation and monitoring.
8. Assists in reviewing requests for proposals (RFPs) and monitoring projects and deadlines.
9. Coordinates with front office staff to create/update processes and procedures.
10. Receives and responds to citizen inquiries via telephone or in person.
11. Assists in greeting visitors and answering the telephone as the situation dictates.
12. Prepares reports and correspondence.
13. Conducts or assists with special projects as required.
14. Performs other duties as directed or as the situation dictates.

### **ESSENTIAL PHYSICAL AND ENVIRONMENTAL DEMANDS**

The physical demands listed are representative of those that must be met by an employee to successfully perform the essential functions of the job.

- Work is performed mostly in office settings. Hand-eye coordination is necessary to operate computers and various pieces of office equipment.
- While performing the duties of this job, the employee is occasionally asked to stand or sit; walk; use hands to finger, handle, feel or operate objects, tools or controls and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; talk and hear.
- The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.
- Must be able to hear and understand voices at normal conversational levels.

### **EDUCATION, TRAINING, LICENSE, CERTIFICATION AND EXPERIENCE**

1. Associate degree in any area or equivalent.
2. Minimum of 2 years of increasingly responsible experience in office and administrative support procedures and processes, preferably in municipal government.
3. Minimum of 2 years of supervisory experience.



4. Any equivalent combination of education, training and experience which demonstrates the knowledge skills and ability to perform the above described duties will be considered.

**EDUCATION, TRAINING, LICENSE, CERTIFICATION AND EXPERIENCE (CONTINUED)**

5. Must possess or obtain Certified Municipal Clerk Certification within 5 years of employment.

**KNOWLEDGE, SKILLS AND ABILITIES**

1. Knowledge of modern office procedures, methods and program applications including Microsoft Office (Outlook, Word, Excel & Power Point), Adobe Acrobat and other program applications appropriate to assigned duties. Ability to operate office equipment such as personal computer, postage meter, photocopier and fax machine.
2. Strong organizational skills that reflect ability to perform and prioritize multiple tasks seamlessly with proven accuracy and attention to detail.
3. Strong written and verbal skills
4. Ability to understand, organize, index and reference a wide variety of administrative information and records.
5. Basic mathematical skills.
6. Proven ability to handle confidential information with discretion.
7. Emotional maturity and conflict resolution skills.
8. Flexibility, excellent interpersonal skills, ability to work well with all levels of internal management and staff as well as members of the public and vendors.
9. Demonstrates ability to achieve high performance goals and meet deadlines in fast paced environment.
10. Highly resourceful team-player with the ability to be extremely effective both independently and as a team member.
11. Forward looking thinker, who actively seeks opportunities and proposes solutions.
12. Ability to type or enter data at a speed necessary for successful job performance.
13. Ability to work independently, prioritize work, meet deadlines, and make decisions on the basis of established policies and procedures.
14. Ability to apply common sense understanding in carrying out written and oral instructions.
15. Ability to work a varying schedule, including evenings and weekends.
16. Ability to establish effective working relationships with city officials, fellow employees, and members of the public and maintain them over time.
17. Ability to maintain regular and dependable attendance on the job.

**Contributions this Position Makes to the City**

This position provides highly responsible administrative support to the City Clerk and contributes to the success of the City by assisting in the supervision, planning and coordination of the City Clerk's Office.

**Disclaimer:**

This position description does not constitute an employment agreement between the City and the employee, and is subject to change by the employer as the needs of the City and the requirements of the position change over time.

I have read and understand the requirements of this position description.

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Signature

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Date