



**PROCLAMATION
BARBERSHOP HARMONY WEEK**

WHEREAS, The Society for the Preservation and Encouragement of Barber Shop Quartet Singing in America, Inc. – known as The Barbershop Harmony Society – was officially organized April 11, 1938 in Tulsa, Oklahoma; and

WHEREAS, What began as a small group has steadily blossomed into the world's largest all-male singing organization, an international organization of men from all stations of life; and

WHEREAS, The Barbershop Harmony Society is dedicated to spread the harmony for the enjoyment of all people of the world through organizing and encouraging close-harmony singing groups; and

WHEREAS, The Barbershop Harmony Society encourages harmony amongst all people of the world through the universal language of music, and

WHEREAS, The Barbershop Harmony Society has actively preserved and presented a distinct style of vocal music that originated in North America; and

WHEREAS, The Barbershop Harmony Society is dedicated to sustaining and preserving an American tradition, the barbershop quartet; and

WHEREAS, The Barbershop Harmony Society promotes musical education through music scholarships and other means, and supports charitable foundations; and

WHEREAS, Barbershoppers are engaged in laudable civic service and enrichment of our cultural life through the fostering of traditional values in entertainment and community endeavors;

NOW, THEREFORE, I, Douglas Kindig, Mayor of the City of La Vista, do hereby proclaim the week of March 31 through April 6, 2013 as **Barbershop Harmony Week**.

IN WITNESS WHEREOF, I have set my hand and caused the official Seal of the City of La Vista to be affixed this 2nd day of April, 2013.

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, CMC
City Clerk



MINUTE RECORD

No. 729 — REEDIE & COMPANY, INC. CHAHA, E1107788LD

LA VISTA CITY COUNCIL
MEETING
March 19, 2013

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 March 5, 2013. Present were Councilmembers: Gowan, Ronan, Thomas, Crawford, Quick, Hale, and Sell. Also in attendance were City Attorney McKeon, City Administrator Gunn, Assistant City Administrator Ramirez, City Clerk Buethe, Finance Director Lindberg, Police Captain Barcal, Fire Chief Uhl, Public Works Director Soucie, Community Development Director Birch, Public Building and Grounds Director Archibald, Recreation Director Stopak, Library Director Barcal, and City Engineer Kottmann.

A notice of the meeting was given in advance thereof by publication in the Times on March 6, 2013. 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 and led the audience in the pledge of allegiance.

Mayor Kindig announced that a copy of the Open Meetings Act was posted on the west wall of the Council Chambers and copies were also available in the lobby of City Hall.

Mayor Kindig made an announcement regarding the agenda policy statement providing for an expanded opportunity for public comment on the agenda items.

PRESENTATION OF SERVICE AWARD – MARK FLASH – 10 YEARS

Mayor Kindig recognized Mark Flash for 10 years of service to the City.

A. CONSENT AGENDA

- 1. APPROVAL OF THE AGENDA AS PRESENTED**
- 2. APPROVAL OF CITY COUNCIL MINUTES FROM MARCH 5, 2013**
- 3. APPROVAL OF THE MINUTES OF THE FEBRUARY 26, 2013 CITY COUNCIL WORKSHOP**
- 4. PAY REQUEST – FELSBURG HOLT & ULLEVIG – PROFESSIONAL SERVICES – LA VISTA QUIET ZONE FINAL DESIGN - \$923.66**
- 5. APPROVAL OF CLAIMS**
- 6. RESOLUTION 13-017 – APPROVE AGREEMENT FOR COST BENEFIT ANALYSIS**

A AND L HYDRAULICS, maint.	21.32
AAA ELECTROSTATIC PAINTING, bld&grnds	400
ACTION BATTERIES, bld&grnds	56.85
ALAMAR, apparel	301.63
ALKAR BILLIARDS, equip.	129.41
ARAMARK, services	497.47
ASPEN EQUIPMENT, maint.	109.24
ASPHALT & CONCRETE MATERIALS, maint.	103.5
AT&T SUBPOENA CENTER, services	40
BAKER & TAYLOR, books	315.9
BEACON BUILDING, services	6,712.00
BENNETT REFRIGERATION, maint.	1,025.11
BISHOP BUSINESS, services	653.57
BLACK HILLS ENERGY, utilities	223.59
BOUND TREE MEDICAL, supplies	296.8
BRENTWOOD AUTO WASH, services	91
BROWN TRAFFIC, supplies	1,400.00
BROWNEILLS, supplies	179.17
CARDMEMBER SERVICE, supplies	5,720.00
CENTURY LINK, phone	48.72

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CJ'S HOME CENTER, supplies	740.41
CORNHUSKER INTL TRUCKS, maint.	22.54
COX, utilities	192.85
COX, services	120
D & D COMM., services	1,398.75
DANKO EMERGENCY EQUIP., maint.	84.55
DELL, IT	4,683.25
DREWEL, R., services	200
EBSCO SUBSCRIPTION SERVICES, books	187.6
EMBASSY SUITES HOTEL, services	224.4
EN POINTE TECH., IT	539.03
FIREGUARD, maint.	49.28
FOCUS PRINTING, printing	338.15
FORT DEARBORN LIFE INS COMPANY	279
FORT DEARBORN LIFE INS COMPANY	1,023.00
FOSTER, T., travel	50
FUN SERVICES, services	330
G I CLEANER & TAILORS, services	451.15
GALE, books	71.22
GCR TIRE CENTERS, supplies	505.48
GENUINE PARTS, maint.	744.82
GOLEY, C., auto	100
GREAT PLAINS GFOA, dues	50
GREAT PLAINS UNIFORMS, apparel	538.5
GUNN, B., travel	57.64
H & H CHEVY., maint.	6.11
HELGET GAS, supplies	186.5
HOLIDAY INN, travel	319.8
HOME DEPOT, supplies	13.43
JIMC CONFERENCE, training	525
IMAGE TREND INC., services	2,500.00
INTERSTATE ALL BATTERY, equip.	73.05
J Q OFFICE EQUIP., services	43.94
JONES AUTO., maint.	100
KAR SIM KENNEL, services	91
KLINKER, M., services	200
KRIHA FLUID POWER, maint.	6.49
LA VISTA COMMUNITY FOUNDATION	50
LANDPORT, services	125
LARRY'S BOILER, bld&grnd	105
LAUGHLIN, KATHLEEN A, TRUSTEE	474
LEAGUE OF NEBR MUNI., training	485.64
LIBRARY STORE, supplies	88.13
LIFE ASSIST, supplies	1,259.08
LINCOLN NATIONAL LIFE	10,225.68
LOGAN CONTRACTORS SUPPLY, maint.	32.5
LOU'S SPORTING GOODS, equip.	85
LOWE'S CREDIT SERVICES, bld&grnds	128.42
MAPLE 85, maint.	4,500.00
MARTIN, A., travel	80
MCDONALD & ASS., IT	45.98
MAT, services	625
MID AMERICA, phones	50
MIDWEST TAPE, media	101.46
MIDWEST TURF, equip.	93.3
MOORE WALLACE, printing	482.54
NE GOLF COURSE SUPER., training	35
NE IA SUPPLY, supplies	6,150.79
NELIBRARY COMMISSION, media	2,094.75
NEW YORK TIMES, books	213.2

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NLA-NE LIBRARY ASSN, training	10
NOBBIES, equip.	30.92
NOVA HEALTH EQUIP., services	532
OFFICE DEPOT, supplies	317.37
OPPD, utilities	45,531.55
OMAHA WORLD HERALD COMPANY, ads	1,063.70
OMNIGRAPHICS, books	81.85
ONE CALL CONCEPTS, services	181.35
ORIENTAL TRADING COMPANY, supplies	37.99
PAPILLION SANITATION, services	946.31
PARAMOUNT, services	309.06
PARTSMASTER, supplies	337.6
PAYFLEX SYSTEMS, services	250
PAYLESS OFFICE, supplies	55.56
PERFORMANCE CHRYSLER JEEP, maint.	233
PERFORMANCE FORD, maint.	111.61
PETTY CASH	237.78
PFEIFFER, V., auto	100
PLAINS EQUIPMENT GROUP, maint.	1,548.25
POLICE CHIEF'S ASSN OF NEBR, dues	50
PRESTIGE FLAG, bld&grnds	452.12
QUALITY AUTO REPAIR & TOWING, maint.	81
QUALITY BRANDS OF OMAHA, supplies	126.45
RAMIREZ, R., travel	60.64
RDG PLANNING & DESIGN, services	813.6
SAM'S CLUB, supplies	985.32
SARPY COUNTY COURTHOUSE, services	3,629.03
SARPY COUNTY ECONOMIC DEV.CORP, services	360
SARPY COUNTY TREASURER, IT	10,128.71
SHERRY, P., travel	50
SHRED-SAFE, services	30
SIMPLEX GRINNELL, services	686.49
SINNETT, H., services	70
SMITH, M., auto	100
SUPERIOR VISION SVCS INC	448.4
TEAM SIDELINE, services	499
TED'S MOWER SALES & SERVICE, equip.	976.56
TIGHTON FASTENER & SUPPLY, equip.	206.13
UPS, postage	77.41
USI EDUCATION/GOVT SALES, supplies	198.99
VAIL, A., auto	100
VAN-WALL EQUIP., maint.	731.71
WASTE MANAGEMENT NE., services	259.36
WHITE CAP CONSTR SUPPLY/HDS, equip.	235
WICK'S STERLING TRUCKS INC, maint.	181.17
WOODHOUSE LINCOLN, maint.	290.96
ZIMCO SUPPLY COMPANY, bld&grnds	164

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

REPORTS FROM CITY ADMINISTRATOR AND DEPARTMENT HEADS

Public Works Director Soucie reported that the Nebraska Environmental Trust Grant for the Thompson Creek Project will total about 1 Million Dollars to be split as \$525,000 the first year, \$375,000 the second year and \$100,000 the third year. This will be for

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work from 72nd Street to the golf course dam. Soucie also reported that the Nebraska Environmental Quality Section 319 EPA Grant was also received in the amount of \$150,000 for Thompson Creek Channel work. Soucie stated that the entire Public Works department received Hazardous Material training.

Library Director Barcal reported that a history program on the life of J. Sterling Morton, the Founder of Arbor Day was to be held on March 23rd, 2013. Barcal also reported that staff member Lindsey Tomsu was featured in the Library Journal as a mover and shaker in library programming.

B. RESOLUTION – FY 2011/2012 AUDIT REPORT – BKD, LLP

Amy Shreck with BKD, LLP gave a presentation of the financials which were favorable for the City. Roger Watton with BKD, LLP thanked the City for allowing them to serve the City and stated he would be retiring this year.

Councilmember Sell introduced and moved for the adoption of Resolution No. 13-018; A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA APPROVING THE FISCAL YEAR 2011-2012 MUNICIPAL AUDIT AS PREPARED BY THE AUDITING FIRM OF BKD, LLP, OMAHA, NEBRASKA.

WHEREAS, the City of La Vista has contracted with the firm of BKD, LLP, Omaha, Nebraska, to complete an audit of the City's fiscal year 2011-2012 municipal operations; and

WHEREAS, BKD, LLP has completed said audit and provided copies of their findings.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of La Vista, Nebraska, that the 2011-2012 municipal audit is hereby accepted and approved.

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

C. COLLECTIVE BARGAINING AGREEMENT – LA VISTA FRATERNAL ORDER OF POLICE

1. RESOLUTION – APPROVE PROPOSED COLLECTIVE BARGAINING AGREEMENT

Councilmember Crawford introduced and moved for the adoption of Resolution No. 13-019; A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA ACCEPTING THE PROPOSED COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF LA VISTA AND THE LA VISTA FRATERNAL ORDER OF POLICE, LODGE NO. 28 FOR FISCAL YEAR 2013 AND FISCAL YEAR 2014 AND AUTHORIZING THE MAYOR TO EXECUTE SAID AGREEMENT.

WHEREAS, the City of La Vista has recognized the La Vista Police Officers Association for the purpose of collective bargaining by Resolution No. 78-020; and

WHEREAS, the La Vista Police Officers Association is now a member of and affiliated with the Fraternal Order of police and is known as the La Vista Fraternal Order of Police Lodge No. 28 ("LVFOP"); and

WHEREAS, the City Administrator and the LVFOP's appointed negotiating team have reached a tentative agreement as authorized by and in accordance with Resolution No. 78-020;

WHEREAS, the membership of the LVFOP did vote on and approve the tentative agreement reached by the City Administrator and the LVFOP's negotiating team with said votes being tabulated on March 12, 2013.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of La Vista, Nebraska, does hereby accept the terms of the negotiated agreement and authorizes the Mayor of the City of La Vista, Nebraska, to execute the same on behalf of the City subject to approval of form by the city

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attorney and city administrator.

BE IT FURTHER RESOLVED that the Mayor and City Council hereby agree and declare that the effective date of the Agreement shall be October 1, 2012.

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

2. ORDINANCE

Councilmember Sell introduced Ordinance No. 1190 entitled; AN ORDINANCE TO FIX THE COMPENSATION OF OFFICERS AND EMPLOYEES OF THE CITY OF LA VISTA; TO PROVIDE FOR THE REPEAL OF ALL PRIOR ORDINANCES IN CONFLICT HEREWITH; ORDERING THE PUBLICATION OF THE ORDINANCE IN PAMPHLET FORM; AND TO PROVIDE THE EFFECTIVE DATE HEREOF.

Councilmember Gowan moved that the statutory rule requiring reading on three different days be suspended. Councilmember Sell seconded the motion to suspend the rules and roll call vote on the motion. The following Councilmembers voted aye: Gowan, Ronan, Thomas, Crawford, Quick, Hale, and Sell. The following voted nay: None. The following were absent: Sheehan. The motion to suspend the rules was adopted and the statutory rule was declared suspended for consideration of said ordinance.

Said ordinance was then read by title and thereafter Councilmember Gowan moved for final passage of the ordinance which motion was seconded by Councilmember Sell. The Mayor then stated the question, "Shall Ordinance No. 1190 be passed and adopted?" Upon roll call vote the following Councilmember voted aye: Gowan, Ronan, Thomas, Crawford, Quick, Hale, and Sell. The following voted nay: None. The following were absent: Sheehan. The passage and adoption of said ordinance having been concurred on by a majority of all members of the Council, the Mayor declared the ordinance adopted and the Mayor, in the presence of the Council, signed and approved the ordinance and the City Clerk attested the passage/approval of the same and affixed her signature thereto.

D. RESOLUTION – AWARD BID – QUIET ZONE CROSSING IMPROVEMENTS – LA VISTA QUIET ZONE

Councilmember Sell introduced and moved for the adoption of Resolution No. 13-020; A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA, AWARDING A CONTRACT TO TAB CONSTRUCTION COMPANY, OMAHA, NE, FOR CONSTRUCTION OF THE QUIET ZONE CROSSING IMPROVEMENTS, LA VISTA QUIET ZONE IN AN AMOUNT NOT TO EXCEED \$86,173.85.

WHEREAS, the City Council of the City of La Vista has determined that the construction of the Quiet Zone Crossing Improvements at three (3) Burlington Northern Santa Fe (BNSF) Roadway Crossing locations necessary; and

WHEREAS, the FY 12/13 Capital Fund Budget contains funds for this expenditure; and

WHEREAS, the City Council authorized the advertisement of bids for construction of the Eastport Parkway pavement markings on February 5, 2013, and

WHEREAS TAB Construction Company, Omaha, NE, has submitted the low, qualified bid, 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 designate TAB Construction Company, Omaha, NE as the low qualified bidder for the construction of the Quiet Zone Crossing

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Improvements at three (3) Burlington Northern Santa Fe (BNSF) Roadway Crossing locations, in an amount not to exceed \$86,173.85.

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

E. RESOLUTION – PURCHASE HEATED RUBBERIZED ASPHALT CRACK SEALING MACHINE

Councilmember Quick introduced and moved for the adoption of Resolution No. 13-021; A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE PURCHASE OF ONE (1) MAGMA GEN IV HEATED RUBBERIZED ASPHALT CRACK SEALING MACHINE, MODEL 230DH FROM CIMLINE PAVEMENT MAINTENANCE GROUP, IN AN AMOUNT NOT TO EXCEED \$38,286.00.

WHEREAS, the City Council of the City of La Vista has determined that the purchase of one (1) Magma Gen IV Heated Rubberized Asphalt Crack sealing Machine, Model 230DH is necessary; and

WHEREAS, the FY 2012/13 General Fund Budget provides funding for this purchase; 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 purchases over \$5,000.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and City Council of La Vista, Nebraska authorizing the purchase of one (1) Magma Gen IV Heated Rubberized Asphalt Crack sealing Machine, Model 230DH, from Cimline Pavement Maintenance Group in an amount not to exceed \$38,286.00

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

F. RESOLUTION – PURCHASE DEEP TINE AERATOR

Councilmember Sell introduced and moved for the adoption of Resolution No. 13-022; A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE PURCHASE OF ONE (1) DEEP TINE AERATOR, NEW TERRA SPIKE XP 6 FROM COMMERCIAL TURF & TRACTOR, IN AN AMOUNT NOT TO EXCEED \$26,000.00.

WHEREAS, the City Council of the City of La Vista has determined that the purchase of one (1) Deep Tine Aerator, New Terra Spike XP 6 is necessary; and

WHEREAS, the FY 2012/13 General Fund and Golf Fund Budgets provide funding for this purchase; 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 purchases over \$5,000.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and City Council of La Vista, Nebraska authorizing the purchase of one 1) Deep Tine Aerator, New Terra Spike XP 6, from Commercial Turf & Tractor in an amount not to exceed \$26,000.00

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

G. RESOLUTION – AMEND STANDARD OPERATING POLICY – PURCHASING OF SUPPLIES, MATERIAL, EQUIPMENT AND SERVICES

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Councilmember Quick introduced and moved for the adoption of Resolution No. 13-023; A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA, APPROVING CHANGES AND REVISIONS TO AN EXISTING STANDARD OPERATION POLICY.

WHEREAS, the City Council has determined that it is necessary and desirable to establish Standard Operation Policies as a means of establishing guidelines and direction to the members of the City Council and to the city administration in regard to various issues which regularly occur; and

WHEREAS, a Standard Operation Policy entitled Purchasing of Supplies, Materials, Equipment and Services has been reviewed and revisions recommended.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of La Vista, Nebraska, do hereby approve the Standard Operation Policy entitled Purchasing of Supplies, Materials, Equipment and Services, and do further hereby direct the distribution of said Standard Operation Policy to the appropriate City Departments.

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

H. RESOLUTION -- AMEND STANDARD OPERATION POLICY – EMPLOYEE DRESS AND APPERANCE GUIDELINES

Councilmember Crawford made a motion to table this agenda item to the April 2, 2013 meeting. Seconded by Councilmember Sell. Councilmembers voting aye: Gowan, Ronan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Abstain: None. Absent: Sheehan. Motion carried.

I. SPECIAL ASSESSMENTS

1. PUBLIC HEARING

At 7:24 p.m. Mayor Kindig opened the public hearing and stated the floor was now open for discussion on Special Assessments

At 7:24 p.m. Councilmember Hale made a motion to close the public hearing. Seconded by Councilmember Gowan. Councilmembers voting aye: Gowan, Ronan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Abstain: None. Absent: Sheehan. Motion carried.

2. RESOLUTION

Councilmember Sell introduced and moved for the adoption of Resolution No. 13-025; A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE LA VISTA CITY CLERK TO FILE WITH THE SARPY COUNTY TREASURER A SPECIAL ASSESSMENT FOR PROPERTY IMPROVEMENTS AT THE LOCATION AND IN THE AMOUNT CITED HEREIN.

WHEREAS, the property owners of 7005 S 78th Street/Lot 1107 La Vista, \$626.20; were notified to clean up their property as they were in violation of the City Municipal Code, Section 133.01, or the City would do so and bill them accordingly, and

WHEREAS, the property owners of said address chose not to clean the property, thus necessitating the City to do the clean up, and

WHEREAS, the City sent the property owners a bill for said clean up which has not been paid, and

WHEREAS, the City may file a Special Assessment for Improvements against property for which a City bill for services has not been paid.

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NOW THEREFORE BE IT RESOLVED, that the La Vista City Clerk is hereby authorized to file with the Sarpy County Treasurer Special Assessments for Improvements in the amount and against the property specified above, all located within Sarpy County, La Vista, Nebraska.

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

Councilmember Crawford made a motion to move Comments from the Floor up on the agenda ahead of Item J Executive Session. Seconded by Councilmember Sell. Councilmembers voting aye: Gowan, Ronan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Abstain: None. Absent: Sheehan. Motion carried.

COMMENTS FROM THE FLOOR

There were no comments from the floor.

J. EXECUTIVE SESSION – PERSONNEL; CONTRACT NEGOTIATIONS

At 7:26 p.m. Councilmember Crawford made a motion to go into executive session for protection of the reputation of an individual to discuss personnel matters and for protection of the public interest for contract negotiations.

Seconded by Councilmember Gowan. Councilmembers voting aye: Gowan, Ronan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Abstain: None. Absent: Sheehan. Motion carried. Mayor Kindig stated the executive session would be limited to the subject matter contained in the motion.

At 8:11 p.m. the Council came out of executive session. Councilmember Crawford made a motion to reconvene in open and public session. Mayor Kindig stated that only contract negotiations were discussed in Executive Session. Seconded by Councilmember Crawford. Councilmembers voting aye: Gowan, Ronan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Abstain: None. Absent: Sheehan. Motion carried.

COMMENTS FROM MAYOR AND COUNCIL

Mayor Kindig asked that any Councilmembers who wished to help with the Easter Egg hunt to be held March 30th, 2013 please contact Mary.

Councilmember Crawford stated he attended DARE graduation along with Councilmember Thomas. Crawford was very impressed with how much the students truly respected Officer Schuster.

At 8:14 p.m. Councilmember Gowan made a motion to adjourn the meeting. Seconded by Councilmember Crawford. Councilmembers voting aye: Gowan, Ronan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Abstain: None. Absent: Sheehan. Motion carried.

PASSED AND APPROVED THIS 2ND DAY OF APRIL, 2013

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, CMC
City Clerk

MEETING OF THE LIBRARY ADVISORY BOARD CITY OF LA VISTA

MINUTES OF MEETING

Members Present: Rose Barcal Jill Frederick Huyen-Yen Hoang
Kim Schmit-Pokorny Carol Westlund

Members Absent: Valerie Russell

Guest: Sarah Kreber Haley Christensen

Agenda Item #1: Call to Order

The meeting was called to order at 5:32 p.m.

Agenda Item #2: Announcement of Location of Posted Open Meetings Act

An announcement was made of the location of the posted copy of the Open Meetings Act for public reference.

Agenda Item #3: Introductions

There were no introductions made.

Agenda Item #4: Approval of Minutes of January 10, 2013 Meeting

It was moved by Westlund and seconded by Frederick that the minutes be accepted as presented.

Ayes: all. Nays: none. Motion carried.

Agenda Item #5: Library Director's Report

- a. Programs: an overview of various programs was given including Shopping Car Smarts on March 9th, Tai Chi: Moving For Better Balance on March 16th, J. Sterling Morton, Author of Arbor Day on March 23rd, Personality, Planning and Planting on April 18th, and an Author Fair on May 11th.
- b. Employee updates were given. Employee Noker left in February. Her replacement is Jennifer Goss who is an evening and weekend employee.
- c. Library Meetings were reviewed including the American Library Association's MidWinter Conference attended in January.
- d. General Library Information included a Senior Health webinar attended. At the end of next meeting, part of this will be shown for Board continuing education. The Public Library Data Services 2013 from the Public Library Association has been submitted. This is a statistical report for public libraries throughout the United States.

Agenda Item #6: Circulation Report

Library Director Barcal distributed the circulation report. The report was discussed and accepted.

Agenda Item #7: Old Business

- a. Current and future grants were reviewed.
 - i. Teen Summer Internship Program from Young Adult Services Association and Dollar General Literacy Foundation was submitted. The grant requested \$1,000 for programming and a stipend for a teen to learn about the library profession. The grant request was denied.
 - ii. 2013 Student Internship Grant Program from the Nebraska Library Commission was submitted. The grant requested \$1,000 for programming and a stipend for a second teen to learn about the library profession. The grant request was award with \$500.

- iii. Youth Excellence Grant 2012. This grant was awarded by the Nebraska Library Commission for a Teen Media Club. Funds will be used for a DVR, laptop and bag, flash card, and a wireless mouse. Hoang is a member of the Media Club. Hoang reported that the equipment will be ordered soon.
- iv. Civil War 150: There will be a 3 week exhibit at the Library in October of 2014. The grant included \$1,000 for programming. There is no update.
- v. American Recovery and Reinvestment Act for the Nebraska Library Commission Broadband Technology Opportunities Program continue with monthly statistical and computer reports. The ADA computer has not arrived but the printer, scanner and cables have. The ADA computer has now been ordered.

b. State Report: FY2011-12. This report has been submitted. A condensed version was distributed.

Agenda Item #8: New Business

- a. Inventory 2013. Inventory began February 4th and finished last week. The preliminary report was distributed with total items missing or unaccounted for numbering at 191. An update will be given at the May Board Meeting.
- b. Boards and Commissions Manual. In an effort from City Hall to have consistent information and formats, the bylaws for the Library Board has been reformatting. An orientation packet has also been formalized. The Library Board will vote on the bylaws at a future meeting.
- c. Policy Review: Food and Drink in the Library. The practice of "No food or drink in the library" has been strictly verbal. Staff has requested a policy with the possibility of allowing bottled or sealed water containers. A sample policy was distributed and discussed. The Library Board will vote on the policy at the May Board Meeting.
- d. New Product: Zinio (electronic magazines). Since January, the library has paid for a subscription to Zinio, a platform that allows access to electronic magazines. This is a free service to the patrons of the library. The library currently has 102 electronic titles and more can be added after the 1 year license is renewed. Usage for the first month was 109. The second month was 207. Current price per usage is \$12.42.
- e. Amnesty Days. Amnesty Days were held in January for 10 days. 171 pounds of food were donated: 165 total food items. Hoang commented on the advertisement for the Amnesty Day. A discussion was held. The Board consent was that advertising should be done on a variety of levels and formats including Facebook, Tweet, webpage, fliers and possibly radio with a public announcement. The board had a suggestion of obtaining additional information when people sign up for a library card: capturing how they would like to be notified of library promotions/programs.

Agenda Item #9: Comments from the Floor

Teen Advisory Board (TAB) President, Christensen, reported that the teen programs have had more participation from a variety of different locations. TAB has approximately 20 members. Plans for summer reading are underway. Summer Library Intern, Kreber, reported that plans are underway for 2 teen summer programs per day. Frederick commented that a visit to the Junior High to promote summer reading would be beneficial.

Agenda Item #10: Comments from the Board

Quinn commented on the hard work Lindsey Tomsu, Teen Coordinator, accomplishes to run a successful teen program. TAB members nominated Tomsu for an award through the Nebraska Library Association last year and currently have her nominated for a "movers and shakers" award. Schmit-Pokorny asked about summer volunteers: how is it advertised? when will volunteers be able to sign up?

There was a motion by Westlund and seconded by Frederick to adjourn the meeting at 6:17 p.m.

The next meeting is scheduled for May 9, 2013 at 5:30 p.m. at the La Vista Public Library, Conference Room #142.

La Vista Public Library
2012 Nebraska Public Library Survey

1.0 General Data

Web Address for Library	http://cityoflavista.org/index.aspx?nid=234
Regional Library System	Eastern Library System
Local Population	15,758
Type of Board	Advisory
How often does the library board meet?	Every other month
Length of term	2 years
Does the library have a friends group?	No
Does the library have a foundation?	No

2.0 Library Facility

Year current library facility was built	1999
Is this facility handicapped-accessible?	Yes
Library Buildings square footage	23,316
Actual hours open for public service per year	3,739
Number of actual weeks per year library is open	51

3.0 Library Finance

Date of Fiscal year	10/1/2011-9/30/2012
City Revenue	\$647,780

State Government Revenue:

Library State Aid	\$2,810
NLC Youth Grant	\$784

Other Revenue:

Lender Compensation (paid by NLC)	\$411
Fire Fighters Association	\$500
Runza Great Books for Great Kids	\$308
YALSA Dollar General Grants	\$2,000
Nebraska Humanities Council	\$136
Copies and lamination services	\$4,434
ILL Fees	\$305
Pappillion La Vista School Foundation	\$147
IDEAL Project	\$217
Total	\$8,458
Total Operating Revenue	\$659,832

Non-resident Fees

Number of non-resident cards issued this year	378
-----------------------------------------------	-----

Expenditures**Operating Expenditures:**

Salaries and Wages	\$369,047
Employee Benefits	\$68,018
Total Staff Expenditures	\$437,065

Collection Expenditures:

Library Materials in Print Format	\$64,000
Library Materials in Electronic Format	\$26,332
Total Collection Expenditures	\$90,332

Other Operating Expenditures

Facility	\$6,770
Utilities	\$68,000
Office supplies	\$8,578
Postage	\$4,000
Telephone	\$211
Contracts-for-service	\$6,227
Computer hardware and software	\$7,800
Electronic access	\$8,170
Continuing Education	\$8,567
Miscellaneous	\$3,500
Total Other Operating Expenditures	\$121,823
Total Operating Expenditures	\$649,220

4.0 Library Collections**Books (Print Format):**

Number books held at the end of previous FY	49,153
Number added during year	3,753
Number withdrawn during year	2,387
Books held at the end of current year	50,519

Electronic Books (E-Books):

Number E-books held at the end of previous FY	49,733
Number added during year	2,687
Number withdrawn during year	0
E-Books held at the end of current year	52,420

Audio - Downloadable titles:

Number held at the end of previous FY	3,266
Number added during year	743
Number withdrawn during year	0
Audio titles held at the end of current year	4,009

Video - Physical Units (video, DVD, CD-ROM):

Number held at the end of previous FY	3,468
Number added during year	303
Number withdrawn during year	23
Video titles held at the end of current year	3,748

Electronic Databases:

Number held at the end of previous FY	36
Number added during year	3
Number withdrawn during year	2
Databases held at the end of current year	37

Print Magazine Subscriptions:**MCC:**

Number held at the end of previous FY	206	36
Number added during year	3	0
Number withdrawn during year	0	0
Magazine titles held at the end of current year	209	36

Total Collection

Number held at the end of previous FY	105,898
Number added during year	7,492
Number withdrawn during year	2,412
Total held at the end of current year	110,978

5.0 Library Services

Number of registered borrowers	2,337
Annual Library Visits	104,531
Annual Reference Transactions	1,235
Annual Uses of Public Internet Computers	8,704

Circulation of Adult Materials	68,688
Circulation of Children's Materials	85,118

Circulation of Adult Downloadable Materials	2,362
Circulation of Children's Downloadable Materials	354

Total annual circulation	156,522
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Total library materials loaned to other libraries	357
Total library materials borrowed from other libraries	177

Normal Hours Open Per Week	74
Weeks	51
Total Hours Opened	3,774

Children's Programs:

Number of Children's Programs	461
Average Attendance at Children's Programs	21
Total Children's Program Attendance	9681

Young Adult (Teen) Programs:

Number of Teen Programs	142
Average Attendance at Teen Programs	21
Total Teen Program Attendance	2982

Adult Programs:

Number of Adult Programs	142
Average Attendance at Adult Programs	11
Total Adult Program Attendance	1562
Total Number of Library Programs	745
Total Attendance at All Library Programs	14225

6.0 Technology

Number of OPAC computers	7
Number of Internet Computers used by the public	21
Wireless Internet access available for patrons?	Yes

7.0 Staffing

Total Librarians with master's degrees from an ALA sponsored program in Full-time equivalents	3
Total Librarians (all persons with the title "librarian") in Full-time equivalents	5
All other paid staff in Full-time equivalents	5.4
Total paid employees in Full-time equivalents	10.4

8.0 Narrative Section

The La Vista Public Library continues to partner with the city's Recreation Center in providing joint children programming. The library is now 100% on the city's computer network, including wireless access thanks to the Library Broadband Builds Nebraska Communities (LBBNC). This was a large undertaking and meant dividing the network for public and staff for protection and privacy. The LBBNC also provided 12 computer updates for our computer lab. Adult programming continues to prosper with increased programs and attendance. An AWE station was obtained in June and the children love it. Average use for the three month period was 335 and prompted a future request for an additional station. A partnership with a local at risk program, Ideal, was completed with a 40 foot mural in the teen section as well as a mural over the teen stacks.

CITY OF LAVISTA, NEBRASKA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-ALL GOVERNMENTAL FUND TYPES
For the five months ended February 28, 2013
42% of the Fiscal Year

A.4

	General Fund					Debt Service Fund					Capital Fund					
	Budget (12 month)	MTD Actual	YTD Actual	Over/(under) Budget	% of budget Used	Budget	MTD Actual	YTD Actual	Over/(under) Budget	Budget	MTD Actual	YTD Actual	Over/(under) Budget			
REVENUES																
Property Taxes	\$ 5,595,836	\$ 117,589	\$ 463,343	\$ (5,132,493)	8%	\$ 637,325	\$ 11,385	\$ 39,650	\$ (597,675)	\$ -	\$ -	\$ -	\$ -			
Sales and use taxes	2,033,982	329,999	2,100,961	66,979	103%	1,016,991	164,999	1,050,479	33,488	-	-	-	-			
Payments in Lieu of taxes	185,000	-	0	(185,000)	0%	-	-	-	-	-	-	-	-			
State revenue	1,073,300	97,349	539,301	(533,999)	50%	-	-	-	-	-	-	-	-			
Occupation and franchise taxes	750,000	67,474	391,423	(358,577)	52%	-	-	-	-	-	-	-	-			
Hotel Occupation Tax	684,682	48,524	279,889	(404,793)	41%	-	-	-	-	-	-	-	-			
Licenses and permits	418,750	10,766	176,395	(242,355)	42%	-	-	-	-	-	-	-	-			
Interest income	10,000	1,020	4,801	(5,199)	48%	20,000	448	2,433	(17,567)	-	-	-	-			
Recreation fees	124,000	17,104	53,561	(70,439)	43%	-	-	-	-	-	-	-	-			
Special Services	24,590	2,005	9,057	(15,533)	37%	-	-	-	-	-	-	-	-			
Grant Income	179,665	6,283	83,054	(96,611)	46%	-	-	-	-	-	-	-	-			
Other	891,348	12,138	101,032	(700,316)	13%	993,450	47,856	71,732	(921,718)	547,860	170,807	15,588	516,988	(547,860)	346,181	
Total Revenues	11,881,153	710,251	4,202,817	(7,678,335)	35%	2,667,766	224,689	1,164,295	(1,503,471)	718,667	15,588	516,988	(201,679)			
EXPENDITURES																
Current:																
Mayor and Council	176,706	8,450	32,780	(143,926)	19%	-	-	-	-	-	-	-	-			
Boards & Commissions	12,350	235	2,043	(10,307)	17%	-	-	-	-	-	-	-	-			
Public Buildings & Grounds	562,487	43,336	163,142	(399,345)	29%	-	-	-	-	-	-	-	-			
Administration	836,777	106,240	295,277	(541,500)	35%	90,000	3,329	6,047	(83,953)	-	-	-	-			
Police and Animal Control	3,989,138	299,261	1,422,090	(2,567,048)	36%	-	-	-	-	-	-	-	-			
Fire	567,219	42,488	171,364	(395,855)	30%	-	-	-	-	-	-	-	-			
Community Development	673,722	55,788	201,551	(472,171)	30%	-	-	-	-	-	-	-	-			
Public Works	3,204,843	255,318	1,037,614	(2,167,229)	32%	-	-	-	-	-	-	-	-			
Recreation	659,488	39,104	177,363	(482,125)	27%	-	-	-	-	-	-	-	-			
Library	679,093	50,214	224,708	(454,385)	33%	-	-	-	-	-	-	-	-			
Human Resources	454,611	12,209	359,243	(95,368)	79%	-	-	-	-	-	-	-	-			
Special Services & Tri-City Bus	93,684	5,844	24,794	(68,890)	26%	-	-	-	-	-	-	-	-			
Capital outlay	215,500	-	0	(215,500)	0%	-	-	-	-	-	-	-	1,981,084	15,588	516,988	
Debt service: (Warrants)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(1,464,096)	
Principal	-	-	-	-	-	2,565,000	-	2,325,174	(239,826)	-	-	-	-	-		
Interest	-	-	-	-	-	803,307	-	374,540	(428,767)	-	-	-	-	-		
Total Expenditures	12,125,618	918,488	4,111,970	(8,013,648)	34%	3,458,307	3,329	2,705,761	(752,546)	1,981,084	15,588	516,988	(1,464,096)			
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(244,465)	(208,237)	90,847	(335,313)	-37%	(790,541)	221,360	(1,541,466)	750,925	(1,262,417)	-	-	(1,262,417)			
OTHER FINANCING SOURCES (USES)																
Operating transfers in (out)	(1,237,630)	-	-	1,237,630	-	(109,369)	-	-	109,369	1,262,417	-	-	-	(1,262,417)		
Bond/registered warrant proceeds	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Total other Financing Sources (Uses)	(1,237,630)	-	-	1,237,630	-	(109,369)	-	-	109,369	1,262,417	-	-	(1,262,417)			
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	\$ (1,482,095)	\$ (208,237)	\$ 90,847	\$ (1,572,943)	-	\$ (899,910)	\$ 221,360	\$ (1,541,466)	\$ 641,556	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
FUND BALANCE, beginning of the year																
						<u>5,392,485</u>				<u>5,162,786</u>				<u>660,518</u>		
FUND BALANCES, END OF PERIOD						<u>\$ 5,483,332</u>				<u>\$ 3,621,320</u>				<u>\$ 660,518</u>		

CITY OF LAVISTA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-PROPRIETARY FUNDS

BUDGET AND ACTUAL

For the five months ended February 28, 2013

42% of the Fiscal Year

	Sewer Fund					Golf Course Fund				
	Budget	MTD Actual	YTD Actual	Over (Under) Budget	% of Budget Used	Budget	MTD Actual	YTD Actual	Over (Under) Budget	% of Budget Used
REVENUES										
User fees	\$ 2,395,988	\$ 196,614	\$ 1,003,954	\$ (1,392,034)	42%	\$ 183,000	\$ 544	\$ 20,211	\$ (162,789)	11%
Service charge and hook-up fees	125,000	1,100	39,722	(85,278)	32%	-	-	-	-	-
Merchandise sales	-	-	-	-	-	34,400	54	3,433	(30,967)	10%
Grant	-	-	24,082	24,082	n/a	-	-	-	-	-
Miscellaneous	200	437	556	356	278%	300	1	89	-	30%
Total Revenues	2,521,188	198,151	1,068,314	(1,452,874)	42%	217,700	599	23,733	(193,756)	11%
EXPENDITURES										
General Administrative	489,982	57,592	179,816	(310,166)	37%	-	-	-	-	-
Cost of merchandise sold	-	-	-	-	-	29,704	-	2,817	(26,887)	9%
Maintenance	2,088,906	244,903	546,266	(1,542,640)	26%	163,461	7,208	47,099	(116,362)	29%
Production and distribution	-	-	-	-	-	148,840	11,328	45,549	(103,291)	31%
Capital Outlay	40,000	-	-	(40,000)	0%	14,000	-	-	(14,000)	0%
Debt Service:	-	-	-	-	-	-	-	-	-	-
Principal	-	-	-	-	-	120,000	-	120,000	-	100%
Interest	-	-	-	-	-	10,083	-	6,676	(3,407)	66%
Total Expenditures	2,618,888	302,495	726,082	(1,892,806)	28%	486,088	18,536	222,140	(263,948)	46%
OPERATING INCOME (LOSS)	(97,700)	(104,344)	342,232	(439,932)	-	(268,388)	(17,937)	(198,407)	70,192	-
NON-OPERATING REVENUE (EXPENSE)										
Interest income	5,000	396	1,160	(3,840)	23%	25	2	66	41	265%
	<u>5,000</u>	<u>396</u>	<u>1,160</u>	<u>(3,840)</u>	<u>23%</u>	<u>25</u>	<u>2</u>	<u>66</u>	<u>41</u>	<u>265%</u>
INCOME (LOSS) BEFORE OPERATING TRANSFERS										
	(92,700)	(103,948)	343,392	(436,092)	-	(268,363)	(17,935)	(198,341)	70,022	-
OTHER FINANCING SOURCES (USES)										
Operating transfers in (out)	-	-	-	-	-	265,000	-	-	(265,000)	0%
NET INCOME (LOSS)	\$ (92,700)	\$ (103,948)	\$ 343,392	\$ (436,092)	-	\$ (3,363)	\$ (17,935)	\$ (198,341)	\$ 194,978	-
NET ASSETS, Beginning of the year	<u>5,719,344</u>					<u>357,613</u>				
NET ASSETS, End of the year	<u>\$ 6,062,736</u>					<u>\$ 159,272</u>				

A.5


INVOICE

 TAB HOLDING COMPANY, INC.
 4153 SOUTH 67TH STREET
 OMAHA, NE 68117
 402-331-1244

To:

CITY OF LA VISTA
 PUBLIC WORKS DEPARTMENT
 9900 PORTAL ROAD
 LA VISTA, NE 68128

Job #: 12-0783
 Location: HARRISON OPPD MH REP
 Project #:
 Date: February 21, 2013
 Payment request #: EST.00002
 Invoice #: 4586
 Period covered: February 21, 2013

Item	Description	Estimated Units	Unit of measure	Unit Price	Current Quantity	Current Billing	Quantity to Date	Total Billing to Date
01	CONC PVMT REPR TYPE B FULL DEP	4.48	CY	\$ 314.00			5.00	\$ 1,570.00
02	CONC PVMT REPR TYPE C FULL DEP	55.56	CY	\$ 271.70			60.50	\$ 16,437.85
03	BARRICADING	1.00	LS	\$ 2,201.00			1.00	\$ 2,201.00
04	EPOXY COATED REINF STEEL	.931.00	LB	\$ 1.85			931.00	\$ 1,722.35
10	GROUT 3 OPPD MH ON HARRISON S		EA	\$ 99.80			3.00	\$ 299.40
							Invoiced to Date	\$ 22,230.60
							Less Prior Payments	\$ 20,007.53
							Retainage Due	\$ 2,223.07

Contract Summary	
Original contract amount	\$ 20,425.72
Approved changes	\$ 0.00
Revised contract amount	\$ 20,425.72
Invoiced to date	\$ 22,230.60
Percent billed	108.84%
Retainage balance	\$ 0.00

Payment Summary	
Deposit date	
02/21/13	Amount

20,007.53
 20,007.53

O.K. to pay
 01.20.0408
 3-21-2013

gMK

Consent Agenda

A.6



INVOICE

Date: March 21, 2013
INVOICE #100

City of LaVista
Public Works Dept
9900 Portal Road
LaVista, NE 68128

Bill To

City of Lavista
Public Works Dept
9900 Portal Rd
LaVista, NE 68128

Date	Description	Balance	Amount
3/21/2013	C-77(05-8)		
	Preliminary Engineering for the intersection of 132 nd and Giles Road		
	As per Interlocal Agreement		
	Total billed to date:		\$ 186,676.37
	20% cost share		\$ 37,335.27
	Per Interlocal Agreement LaVista to cost share 50% of the 20%		\$ 18,667.64
	Less previous payments		0
	Net Amount Due		\$ 18,667.64

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	Over 90 Days Past Due	Amount Due
-	-	-	-	-	\$ 18,667.64

Remittance

INVOICE #	100
Date	3/21/2013
Reimbursement Amount Due	\$ 18,667.64
Amount Enclosed	

OK to pay
05.71.08 20.03

JK
3-26-2013

Make all checks payable to: Sarpy County Public Works

Submit To: Sarpy County Public Works, 15100 South 84th Street, Papillion, NE 68046

Consent Agenda

APCHCKRP
09.07.12

Fri Mar 29, 2013 11:22 AM

City of LaVista
ACCOUNTS PAYABLE CHECK REGISTER

OPER: AKH

PAGE 1

BANK NO	BANK NAME	CHECK NO	DATE	VENDOR NO	VENDOR NAME	CHECK AMOUNT	CLEARED	VOIDED	MANUAL
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1 Bank of Nebraska (600-873)

46224 Payroll Checks
Thru 46225

46226 Gap in Checks
Thru 110439

110440	3/20/2013	2625 CARDMEMBER SERVICE-ELAN		65.00		**MANUAL**
110441	3/20/2013	3739 FELSBURG HOLT & ULLEVIG		923.66		**MANUAL**
110442	3/20/2013	544 MAPA-METRO AREA PLANNING AGNCY		14,803.00		**MANUAL**
110443	3/20/2013	4167 UNIVERSITY OF VIRGINIA		3,150.00		**MANUAL**
110444	3/27/2013	1270 PREMIER-MIDWEST BEVERAGE CO		416.10		**MANUAL**
110445	3/27/2013	1194 QUALITY BRANDS OF OMAHA		552.40		**MANUAL**
110446	3/27/2013	1821 PETTY CASH-PAM BUETHE		300.00		**MANUAL**
110447	3/28/2013	3702 LAUGHLIN, KATHLEEN A, TRUSTEE		474.00		**MANUAL**
110448	4/02/2013	2275 A AND L HYDRAULICS INC		607.87		
110449	4/02/2013	3200 ABRAHAMS KASLOW & CASSMAN LLP		770.00		
110450	4/02/2013	3939 ACCENT DRYWALL SUPPLY COMPANY		85.76		
110451	4/02/2013	762 ACTION BATTERIES UNLTD INC		174.36		
110452	4/02/2013	571 ALAMAR UNIFORMS		669.50		
110453	4/02/2013	3364 ALL STAR PRO GOLF INC		331.96		
110454	4/02/2013	536 ARAMARK UNIFORM SERVICES INC		520.89		
110455	4/02/2013	4838 ASHBY, DAVID		200.00		
110456	4/02/2013	188 ASPHALT & CONCRETE MATERIALS		127.50		
110457	4/02/2013	2634 ATLAS AWNING CO INC		75.00		
110458	4/02/2013	2945 AVI SYSTEMS INC		2,534.00		
110459	4/02/2013	201 BAKER & TAYLOR BOOKS		2,550.34		
110460	4/02/2013	849 BARONE SECURITY SYSTEMS		120.00		
110461	4/02/2013	1839 BCDM-BERINGER CIACCIO DENNELL		262.50		
110462	4/02/2013	929 BEACON BUILDING SERVICES		6,712.00		
110463	4/02/2013	196 BLACK HILLS ENERGY		7,846.21		
110464	4/02/2013	4793 BLACK STRAP INC		4,199.86		
110465	4/02/2013	4799 BOLD OFFICE SOLUTIONS		4,886.00		
110466	4/02/2013	4711 BOMA/OMAHA		20.00		
110467	4/02/2013	2209 BOUND TREE MEDICAL LLC		220.14		
110468	4/02/2013	76 BUILDERS SUPPLY CO INC		27.99		
110469	4/02/2013	523 CARROT-TOP INDUSTRIES INC		348.32		
110470	4/02/2013	2285 CENTER POINT PUBLISHING		298.38		
110471	4/02/2013	219 CENTURY LINK		1,212.48		
110472	4/02/2013	2821 CHASE AUTO TRANSMISSION REPAIR		830.00		
110473	4/02/2013	152 CITY OF OMAHA		86,278.80		
110474	4/02/2013	3176 COMP CHOICE INC		526.00		
110475	4/02/2013	2593 COMPUTER SOLUTIONS INC		202.52		
110476	4/02/2013	468 CONTROL MASTERS INCORPORATED		72.50		
110477	4/02/2013	4837 COULSON, CHRISTINE		100.00		
110478	4/02/2013	2158 COX COMMUNICATIONS		20.52		
110479	4/02/2013	3136 D & D COMMUNICATIONS		479.00		
110480	4/02/2013	619 DELL MARKETING L.P.		.00	**CLEARED**	**VOIDED**
110481	4/02/2013	619 DELL MARKETING L.P.		6,416.93		
110482	4/02/2013	77 DIAMOND VOGEL PAINTS		200.45		

BANK NO	BANK NAME	CHECK NO	DATE	VENDOR NO	VENDOR NAME	CHECK AMOUNT	CLEARED	VOIDED	MANUAL
110483	4/02/2013	59	DITCH WITCH OF OMAHA	93.46					
110484	4/02/2013	159	DXP ENTERPRISES INC	20.81					
110485	4/02/2013	3334	EDGEWEAR SCREEN PRINTING	411.50					
110486	4/02/2013	475	ELLIOTT EQUIPMENT COMPANY	437.21					
110487	4/02/2013	4012	EMBASSY SUITES HOTEL	.00	**CLEARED**	**VOIDED**			
110488	4/02/2013	4012	EMBASSY SUITES HOTEL	7,346.50					
110489	4/02/2013	4110	EMERGENCY SERVICES MARKETING	650.00					
110490	4/02/2013	676	ENVIRO TECH SERVICES INC	5,221.16					
110491	4/02/2013	2388	EXCHANGE BANK	925.55					
110492	4/02/2013	3159	FASTENAL COMPANY	7.98					
110493	4/02/2013	1235	FEDEX KINKO'S	768.27					
110494	4/02/2013	439	FIREGUARD INC	70.94					
110495	4/02/2013	142	FITZGERALD SCHORR BARMETTLER	28,174.70					
110496	4/02/2013	3132	FORT DEARBORN LIFE INS COMPANY	265.50					
110497	4/02/2013	3132	FORT DEARBORN LIFE INS COMPANY	1,023.00					
110498	4/02/2013	1344	GALE	47.23					
110499	4/02/2013	1161	GALLS, AN ARAMARK COMPANY	75.34					
110500	4/02/2013	4767	GOLEY, CHRIS	100.00					
110501	4/02/2013	285	GRAYBAR ELECTRIC COMPANY INC	192.00					
110502	4/02/2013	2062	GREAT WESTERN BANK	250.00					
110503	4/02/2013	426	HANEY SHOE STORE	120.00					
110504	4/02/2013	4187	HEARTLAND SERVICES INC	756.80					
110505	4/02/2013	1403	HELGET GAS PRODUCTS INC	171.50					
110506	4/02/2013	3513	HUSKER MIDWEST PRINTING	235.50					
110507	4/02/2013	1612	HY-VEE INC	496.82					
110508	4/02/2013	3687	KIMBALL MIDWEST	262.23					
110509	4/02/2013	4839	KINGHAM, MACKENZIE	40.00					
110510	4/02/2013	1054	KLINKER, MARK A	200.00					
110511	4/02/2013	2394	KRIHA FLUID POWER CO INC	56.20					
110512	4/02/2013	2057	LA VISTA COMMUNITY FOUNDATION	75.00					
110513	4/02/2013	4425	LANDPORT SYSTEMS INC	125.00					
110514	4/02/2013	4841	LAST MILE NETWORK CONSULTING	1,071.06					
110515	4/02/2013	1241	LEAGUE ASSN OF RISK MGMT	1,449.00					
110516	4/02/2013	3931	LIBRARY ADVANTAGE	300.00					
110517	4/02/2013	4784	LIBRARY IDEAS LLC	11.50					
110518	4/02/2013	1288	LIFE ASSIST	362.04					
110519	4/02/2013	4254	LINCOLN NATIONAL LIFE INS CO	.00	**CLEARED**	**VOIDED**			
110520	4/02/2013	4254	LINCOLN NATIONAL LIFE INS CO	10,409.83					
110521	4/02/2013	877	MATHESON TRI-GAS INC	45.40					
110522	4/02/2013	3066	MATT PARROTT/STOREY KENWORTHY	.00	**CLEARED**	**VOIDED**			
110523	4/02/2013	3066	MATT PARROTT/STOREY KENWORTHY	.00	**CLEARED**	**VOIDED**			
110524	4/02/2013	3066	MATT PARROTT/STOREY KENWORTHY	572.64					
110525	4/02/2013	588	MENARDS-BELLEVUE	54.97					
110526	4/02/2013	153	METRO AREA TRANSIT	508.00					
110527	4/02/2013	872	METROPOLITAN COMMUNITY COLLEGE	14,488.34					
110528	4/02/2013	553	METROPOLITAN UTILITIES DIST.	.00	**CLEARED**	**VOIDED**			
110529	4/02/2013	553	METROPOLITAN UTILITIES DIST.	.00	**CLEARED**	**VOIDED**			
110530	4/02/2013	553	METROPOLITAN UTILITIES DIST.	2,123.84					
110531	4/02/2013	184	MID CON SYSTEMS INCORPORATED	86.40					
110532	4/02/2013	2299	MIDWEST TAPE	76.47					
110533	4/02/2013	64	MINITEX - CPP	190.00					
110534	4/02/2013	714	NATIONAL ENTERTAINMENT	600.00					
110535	4/02/2013	1028	NATIONAL EVERYTHING WHOLESALE	621.06					

APCHCKRP Fri Mar 29, 2013 11:22 AM
09.07.12

**** City of LaVista ****
ACCOUNTS PAYABLE CHECK REGISTER

OPER: AKH

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BANK NO	BANK NAME	CHECK NO	DATE	VENDOR NO	VENDOR NAME	CHECK AMOUNT	CLEARED	VOIDED	MANUAL
110536	4/02/2013	132	NEBRASKA SALT & GRAIN COMPANY	9,209.20					
110537	4/02/2013	179	NUTS AND BOLTS INCORPORATED	150.88					
110538	4/02/2013	1468	NWEA-NE WATER ENVIRONMENT ASSN	450.00					
110539	4/02/2013	1831	O'REILLY AUTOMOTIVE STORES INC	641.25					
110540	4/02/2013	1808	OCLC INC	30.97					
110541	4/02/2013	1014	OFFICE DEPOT INC	.00	**CLEARED**	**VOIDED**			
110542	4/02/2013	1014	OFFICE DEPOT INC	711.03					
110543	4/02/2013	79	OMAHA COMPOUND COMPANY	116.61					
110544	4/02/2013	181	OMAHA SLINGS INCORPORATED	112.16					
110545	4/02/2013	167	OMNI	76.29					
110546	4/02/2013	1178	OVERHEAD DOOR COMPANY OF OMAHA	312.00					
110547	4/02/2013	2686	PARAMOUNT LINEN & UNIFORM	295.46					
110548	4/02/2013	4654	PAYFLEX SYSTEMS USA INC	250.00					
110549	4/02/2013	4037	PERFORMANCE FORD	64.02					
110550	4/02/2013	1821	PETTY CASH-PAM BUETHE	.00	**CLEARED**	**VOIDED**			
110551	4/02/2013	1821	PETTY CASH-PAM BUETHE	218.17					
110552	4/02/2013	4808	PFEIFER, VICKI	100.00					
110553	4/02/2013	74	PITNEY BOWES INC-PA	.00	**CLEARED**	**VOIDED**			
110554	4/02/2013	74	PITNEY BOWES INC-PA	204.00					
110555	4/02/2013	1784	PLAINS EQUIPMENT GROUP	515.97					
110556	4/02/2013	1713	QUALITY AUTO REPAIR & TOWING	79.00					
110557	4/02/2013	58	RAINBOW GLASS & SUPPLY	24.95					
110558	4/02/2013	3090	REGAL AWARDS OF DISTINCTION	.00	**CLEARED**	**VOIDED**			
110559	4/02/2013	3090	REGAL AWARDS OF DISTINCTION	1,199.70					
110560	4/02/2013	3129	REPCO MARKETING INC	39.50					
110561	4/02/2013	3774	RETRIEVEX	.00	**CLEARED**	**VOIDED**			
110562	4/02/2013	3774	RETRIEVEX	156.94					
110563	4/02/2013	3660	ROY SR, RICK	62.00					
110564	4/02/2013	1770	RUFFNER, JAMES	127.00					
110565	4/02/2013	4829	S.I.S. PAINT	20.70					
110566	4/02/2013	487	SAPP BROS PETROLEUM INC	111.33					
110567	4/02/2013	2240	SARPY COUNTY COURTHOUSE	3,629.03					
110568	4/02/2013	4836	SEFFRON, RANDY	127.00					
110569	4/02/2013	862	SEVENER, CHAD	200.00					
110570	4/02/2013	4641	SHRED-SAFE LLC 2011-2012	30.00					
110571	4/02/2013	4045	SHRM-SOCIETY FOR HUMAN	180.00					
110572	4/02/2013	3925	SINNETT, HELEN	40.00					
110573	4/02/2013	115	SIRCHIE FINGER PRINT LABS	77.34					
110574	4/02/2013	2272	SMALL, BRADY	316.00					
110575	4/02/2013	3707	SMITH, MELANIE	100.00					
110576	4/02/2013	4272	SOLBERG, CHRISTOPHER	199.45					
110577	4/02/2013	3838	SPRINT	119.97					
110578	4/02/2013	3838	SPRINT	62.11					
110579	4/02/2013	3069	STATE STEEL OF OMAHA	29.32					
110580	4/02/2013	1293	SUPERIOR SIGNALS INCORPORATED	624.75					
110581	4/02/2013	4276	SUPERIOR VISION SVCS INC	399.76					
110582	4/02/2013	4798	SYMBOL ARTS LLC	275.00					
110583	4/02/2013	4842	TALTY, JERRY	200.00					
110584	4/02/2013	264	TED'S MOWER SALES & SERVICE	160.20					
110585	4/02/2013	2993	TITLEIST	472.11					
110586	4/02/2013	4231	TORNADO WASH LLC	395.00					
110587	4/02/2013	4210	TORREZ, TONY	200.00					
110588	4/02/2013	2941	TOTAL MARKETING INC	42.00					

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Fri Mar 29, 2013 11:22 AM

City of LaVista
ACCOUNTS PAYABLE CHECK REGISTER

OPER: AKH

PAGE 4

BANK NO BANK NAME

CHECK NO DATE VENDOR NO VENDOR NAME CHECK AMOUNT CLEARED VOIDED MANUAL

110589	4/02/2013	4640 USB SEWER EQUIPMENT CORP	1,190.00	APPROVED BY COUNCIL MEMBERS
110590	4/02/2013	2720 USI EDUCATION/GOV'T SALES	96.19	<u>04/02/13</u>
110591	4/02/2013	4223 VAIL, ADAM	100.00	
110592	4/02/2013	4480 VAL VERDE ANIMAL HOSPITAL INC	26.00	
110593	4/02/2013	809 VERIZON WIRELESS	91.39	
110594	4/02/2013	809 VERIZON WIRELESS	202.42	
110595	4/02/2013	809 VERIZON WIRELESS	91.13	
110596	4/02/2013	1174 WAL-MART COMMUNITY BRC	659.13	
110597	4/02/2013	3150 WHITE CAP CONSTR SUPPLY/HDS	138.36	COUNCIL MEMBER

BANK TOTAL	257,955.48
OUTSTANDING	257,955.48
CLEARED	.00
VOIDED	.00

FUND	TOTAL	OUTSTANDING	COUNCIL MEMBER	VOIDED
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01 GENERAL FUND	128,413.44	128,413.44	.00	.00
02 SEWER FUND	99,342.68	99,342.68	.00	.00
03 ECONOMIC DEVELOPMENT B.G.	14,803.00	14,803.00	.00	.00
04 BOND(S) DEBT SERVICE FUND	250.00	250.00	.00	.00
05 CONSTRUCTION	10,411.64	10,411.64	.00	.00
08 LOTTERY FUND	348.32	348.32	.00	.00
09 GOLF COURSE FUND	4,250.59	4,250.59	.00	.00
15 OFF-STREET PARKING	135.81	135.81	.00	.00

REPORT TOTAL	257,955.48
OUTSTANDING	257,955.48
CLEARED	.00
VOIDED	.00

+ Gross Payroll 03/29/13	238,165.01
GRAND TOTAL	<u>\$496,120.49</u>

COUNCIL MEMBER

COUNCIL MEMBER

CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
APRIL 2, 2013 AGENDA

Subject:	Type:	Submitted By:
ADVERTISEMENT OF BIDS – 2013 STORM SEWER INLET REPAIRS	◆ RESOLUTION ORDINANCE RECEIVE/FILE	JOHN KOTTMANN CITY ENGINEER/ASSISTANT PUBLIC WORKS DIRECTOR

SYNOPSIS

A resolution has been prepared authorizing the advertisement of bids for furnishing and installing 24 inlet top replacements at various locations along arterial streets and for the installation of two additional inlets east of the 103rd and Giles Road intersection. This work is necessary to eliminate safety hazards.

FISCAL IMPACT

The FY 2012/13 Capital Fund Budget provides funding for the 103rd & Giles Road Inlets and for the Storm Sewer Inlet Top Repairs.

RECOMMENDATION

Approval

BACKGROUND

The City Engineer has prepared plans and specifications for the 2013 Storm Sewer Inlet Repairs. The Engineer's Estimate is \$75,000 for the proposed construction work. The following schedule is suggested:

Publish Notice to Contractors	April 10, 2013 and April 17, 2013
Open Bids	April 29, 2013
City Council Award Contract	May 7, 2013

The specifications allow 30 working days to complete all work after a Notice to Proceed is issued.

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE ADVERTISEMENT FOR BIDS FOR FURNISHING AND INSTALLING TWENTY FOUR (24) INLET TOP REPLACEMENTS AT VARIOUS LOCATIONS ALONG ARTERIAL STREETS AND FOR THE INSTALLATION OF TWO (2) ADDITIONAL INLETS EAST OF THE 103RD AND GILES ROAD INTERSECTION.

WHEREAS, the City Council has determined that furnishing and installing twenty four inlet top replacements at various locations along arterial streets and installing two additional inlets east of the 103rd and Giles Road intersection is necessary, and

WHEREAS, the FY 2012/2013 Capital Fund Budget provides funding for this project, and

WHEREAS, the City Engineer has prepared plans and specifications for the proposed project,

NOW, THEREFORE BE IT RESOLVED, that the City Administrator is hereby authorized to advertise for bids for furnishing and installing twenty four inlet top replacements at various locations along arterial streets and installing two additional inlets east of the 103rd and Giles Road intersection in accordance with plans and specifications prepared by the City Engineer..

Publish Notice to Contractors **April 10, 2013 and April 17, 2013**

April 29, 2013

City Council Award Contract May 7, 2013

PASSED AND APPROVED THIS 2ND DAY OF APRIL, 2013

CITY OF LA VISTA

ATTEST:

Douglas Kindig, Mayor

Pamela A. Buethe, CMC
City Clerk

ITEM B

**CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
APRIL 2, 2013 AGENDA**

Subject:	Type:	Submitted By:
CITIZEN ADVISORY REVIEW COMMITTEE — EDP REPORT	RESOLUTION ORDINANCE ◆ RECEIVE/FILE	RITA RAMIREZ ASSISTANT CITY ADMINISTRATOR

SYNOPSIS

A public hearing has been scheduled for the Citizen Advisory Review Committee to submit a written report to the Mayor and City Council regarding the City's Economic Development Program. A copy of the report is attached.

FISCAL IMPACT

N/A.

RECOMMENDATION

Receive/File.

BACKGROUND

Ordinance No. 921 established the City's Economic Development Program and formed the Citizen Advisory Review Committee which is charged with reporting to the Mayor and City Council in a public hearing at least once every six months.

LA VISTA CITIZEN ADVISORY REVIEW COMMITTEE

To: Mayor and Members of the City Council Dt: March 14, 2013
Fr: Citizen Advisory Review Committee Re: Economic Development Program Review

Pursuant to §117-15 (g) the Citizen Advisory Review Committee shall report to the Mayor and City Council, at least once every six months, regarding the Economic Development Program. The following report generally covers to-date activity for FY 13 (the period from October 1, 2012 to current) as well as some statistical information from previous fiscal years.

One application to the Economic Development Program has been received to date. The application was from John Q. Hammons to construct a full service Embassy Suites Hotel and conference center facility, which opened in July of 2008 and a Marriott Courtyard Hotel, which opened in May of 2009. These facilities are located in the Southport West subdivision.

1. The City has been collecting sales tax revenue for the Economic Development fund since its effective date. In FY12 the fund received \$600,000 in sales tax revenue, (bringing the total sales tax revenues transferred to the fund since its inception to \$1,680,000), and \$1,186,573 in loan payments (interest only) from John Q. Hammons. Expenditures in FY12 were \$1,998,172 for debt service associated with the grant and construction loan. The fund had a balance of just over \$1 million carried over from FY11.
2. The Economic Development Fund Budget for Fiscal Year 2013 anticipates that \$880,553 will be carried forward from FY12, the fund will receive \$1,186,573 in revenue from loan payments (interest only) by John Q. Hammons, and the fund will receive \$600,000 from sales tax. Expenditures in FY13 will include debt service payments of \$1,429,662 in interest and \$570,000 in principal.
3. The City's assessed valuation for 2013 is \$1,060,374,615, which is a growth rate of less than 1% (.10%) from 2012. Over the past 10 years, the growth in the City's valuation has averaged about 11% annually. The considerably lower than average growth rate over the last two fiscal years can likely be attributed to declining property values associated with the current economic situation specifically related to market sales and vacant commercial properties, especially in the 84th Street corridor. Additionally, the City did not pursue any annexations in FY12.
4. Net taxable sales continue to recover totaling \$200,843,094 in 2012, an increase of 7.5% over 2011. (This data is compiled by the State Department of Revenue.)
2009 Net Taxable Sales - \$182,170,349
2010 Net Taxable Sales - \$174,451,981 (down 4.2%)
2011 Net Taxable Sales - \$186,820,517 (up 7.08%)
2012 Net Taxable Sales - \$200,843,094 (up 7.5%)

5. Sales tax revenue has continued to show an increase over the last several years with FY2012 showing a 19.5% increase over FY2011. Even with the potential of an ultimate return of some sales tax revenue due to state incentive programs, 2012 will still show an increase over previous years. The first four months of FY2013 are showing an increase over this same time period last year excluding the large additional amount noted below.

FY2010 Sales Tax - \$3,499,187 (up 9.2%)

FY2011 Sales Tax - \$3,741,187 (up 6.9%)

FY2012 Sales Tax - \$4,471,391 (up 19.5%)*

FY2013 Sales Tax - \$2,656,442 (October through January)***

** (Sales tax revenue received in a couple of months during FY12 was exceptionally high and we are anticipating an incentive refund to be deducted at some point.)

*** (Sales tax revenue received in January was \$1.55 million. The State has informed us that \$1.2 million of that was the result of a business audit by the State Treasurer that resulted in the company having to pay back taxes. The State also indicated that most likely the company will file an appeal and receive at least a partial refund. Accordingly, we have set aside these additional funds in anticipation of having to give a good portion of them back.)

6. Building permit valuations have been consistently lower for the last several years.

2008 - \$43,487,781 (a decrease from the previous year).

2009 - \$27,316,647

2010 - \$50,312,009 (two large multi-family projects at the end of the year)

2011 - \$34,936,491

2012 - \$21,689,664

Total building permit valuations since 1997 are over \$924 million.

CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
APRIL 2, 2013 AGENDA

Subject:	Type:	Submitted By:
STANDARD OPERATION POLICY – EMPLOYEE DRESS AND APPEARANCE GUIDELINES	◆ RESOLUTION ORDINANCE RECEIVE/FILE	PAM BUETHE CITY CLERK

SYNOPSIS

A resolution has been prepared approving an update to the Standard Operation Policy regarding employee dress and appearance guidelines.

FISCAL IMPACT

N/A.

RECOMMENDATION

Approval.

BACKGROUND

The City's employee dress and appearance guideline policy has not been reviewed and updated for over six years.

The proposed policy has been changed under *II. City Uniforms* to clarify that a Department Head can give permission for an employee to wear their City-issued uniform while performing work for another employer. An example of this would be when our police officers work security for events at the La Vista Conference Center and the adjoining hotels.

Language was added to the policy under *VI. Special Events* to allow employees to wear casual day attire to work when a snow event has occurred and the local public school (Papillion/La Vista) has closed for the day. This brings consistency and eliminates the guesswork for Department Heads and employees.

The City Administrator, Assistant City Administrator and all department heads had an opportunity for input regarding the amended policy.

This agenda item was tabled at the March 19, 2013 meeting. A request has been made suggesting language to the policy which would include the Mayor and Council regarding attire for City Council meetings.

The policy statement from the March 19, 2013 meeting is included along with a revised policy statement including the requested language.

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA, APPROVING CHANGES AND REVISIONS TO AN EXISTING STANDARD OPERATION POLICY.

WHEREAS, the City Council has determined that it is necessary and desirable to establish Standard Operation Policies as a means of establishing guidelines and direction to the members of the City Council and to the city administration in regard to various issues which regularly occur; and

WHEREAS, a Standard Operation Policy entitled Employee Dress and Appearance Guideline has been reviewed and revisions recommended.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of La Vista, Nebraska, do hereby approve the Standard Operation Policy entitled Employee Dress and Appearance Guideline, and do further hereby direct the distribution of said Standard Operation Policy to the appropriate City Departments.

PASSED AND APPROVED THIS 2ND DAY OF APRIL, 2013.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

**Pamela A. Buethe, CMC
City Clerk**

PROPOSED POLICY PRESENTED MARCH 19, 2013

SUBJECT: EMPLOYEE DRESS AND APPEARANCE GUIDELINE

DATE ISSUED: JUNE 20, 2006

ISSUED BY: BRENDA GUNN, CITY ADMINISTRATOR

UPDATED:

UPDATED BY: BRENDA GUNN, CITY ADMINISTRATOR

I. General

- A. Authority to determine the appropriate attire for employees of the City rests with the City Administrator.
- B. In establishing these standards, the City Administrator will consider the work to be performed, working conditions, the employee's comfort and the image presented to the public.
- C. An employee who fails to meet prescribed standards may be asked to leave the workplace and return appropriately attired. The time required for the employee to meet the standard may be charged as vacation, or if necessary, leave without pay.
- D. It is recognized that City Departments could have unique needs or circumstances that might require additional guidelines other than those established herein. Department Heads have discretion to establish additional dress and appearance guidelines specific to their department.
- E. It shall be the responsibility of the Department Head (or his/her designee) to ensure that employees comply with these guidelines.

II. City Uniforms

- A. The City provides uniforms at no cost to certain categories of employees. These employees will wear the prescribed uniform except when otherwise approved or directed by the department head.
- B. Employees will keep their uniforms neat, clean, and in good repair. Soiled, torn, excessively faded or ill-fitting uniforms are inappropriate for wear.
- C. Wear of the City-issued uniform during activities and events that promote the City's image is encouraged; however, employees should exercise discretion in doing so. Additionally, uniforms will not be worn while drinking alcohol.
- D. Employees are not authorized to wear the City-issued uniform or other items of clothing with the City name or logo while performing work for another employer without prior permission from their Department Head (or his/her designee).

III. Professional Business Attire

- A. For men, professional business attire consists of a suit with tie or a sport coat, slacks, and a tie. Professional business attire for women is considered a dress or skirt or slacks with a blouse and a sweater or jacket.

- B. Professional Business attire is the appropriate dress when representing the City at a public forum either inside or outside the City. This includes court appearances, meetings with other government officials and meetings with business and community leaders.
- C. Department Heads are encouraged to wear professional business attire when attending City Council meetings. Other employees who, in their capacity as a City employee, make presentations at Council meetings are to follow the same guidelines. Casual business attire is acceptable as an alternative; however, ties are encouraged for men. City logo windbreakers and fleece are not considered appropriate attire for Council meetings.

IV. Casual Business Attire (See below for Casual Friday Attire)

- A. Casual business attire is defined as slacks and a shirt or sweater, with or without a tie, for men. For women, casual business attire includes skirts (excluding mini skirts), dresses, slacks, below knee length capri pants/gauchos (no denim), and a sweater, shirt, or blouse. Included in this category of apparel are collared City logo shirts, long or short sleeved.
- B. Casual business attire is appropriate for most work days, training sessions, and workshops unless otherwise noted by the City Administrator.
- C. Clothing items considered inappropriate for wear include beachwear, tank tops, mini-skirts, midriff tops, denim pants (jeans), sweatshirts, t-shirts, sweat suits (warm-up suits), leggings, shorts, swimming pool shoes (flip-flop, thongs) and tennis shoes. Additionally, any item of clothing with offensive or inappropriate slogans or messages is not authorized for wear.
- D. Due to the nature of their work, employees who spend a majority of their time in a "field" environment (outdoors) rather than in an office environment, and do not have a City uniform provided, can choose to wear denim pants (jeans), appropriate shirts, and City logo windbreakers and fleece on all work days in lieu of Casual Business Attire.

V. Casual Friday Attire

- A. Casual Friday attire is defined as slacks (including denim) and a shirt/sweater for men. For women, casual Friday attire includes slacks (including denim), "below knee length" capri pants/gauchos, and a sweater, shirt, or blouse. Sweatshirts with City or collegiate/professional sports associated logos are permitted, including collared City logo shirts, long or short sleeved, and City logo windbreakers and fleece.
- B. Clothing items considered inappropriate for wear include worn or frayed denim attire, leggings, sweat suits (warm-up suits), beachwear, tank tops, shorts, mini-skirts, midriff tops, t-shirts, tops with inappropriate advertising (alcohol, tobacco, etc.) and swimming pool shoes (flip-flops, thongs).
- C. Employees whose position calls for the wear of a uniform (i.e. Public Works, Police Officers, etc.) will wear the prescribed uniform.

D. Casual Friday attire may be worn to attend informal workshops and City Council workshops as noted by the City Administrator

VI. Special Events

- A. From time to time during the year, the City may designate a day (or other time period) to recognize special events that occur in the community, county, or region. On such designated days, employees will be informed of appropriate attire.
- B. In the event of snow and closing of the Papillion/La Vista Public Schools or a later opening time for city offices, employees will be allowed to wear Casual Friday attire for that day

VII. Other

- A. Any employee working in an office environment shall not display any visible tattoos and/or brandings while on duty. Said employees shall cover any visible tattoos and/or brandings by wearing a City approved uniform or appropriate business clothing or by use of a skin patch (any patch or bandage of neutral tone similar to the employee's skin tone).

DRAFT OF REVISED POLICY WITH CHANGE TO SECTION III (C)

SUBJECT: EMPLOYEE DRESS AND APPEARANCE GUIDELINE

DATE ISSUED: JUNE 20, 2006

ISSUED BY: BRENDA GUNN, CITY ADMINISTRATOR

UPDATED:

UPDATED BY: BRENDA GUNN, CITY ADMINISTRATOR

I. General

- A. Authority to determine the appropriate attire for employees of the City rests with the City Administrator.
- B. In establishing these standards, the City Administrator will consider the work to be performed, working conditions, the employee's comfort and the image presented to the public.
- C. An employee who fails to meet prescribed standards may be asked to leave the workplace and return appropriately attired. The time required for the employee to meet the standard may be charged as vacation, or if necessary, leave without pay.
- D. It is recognized that City Departments could have unique needs or circumstances that might require additional guidelines other than those established herein. Department Heads have discretion to establish additional dress and appearance guidelines specific to their department.
- E. It shall be the responsibility of the Department Head (or his/her designee) to ensure that employees comply with these guidelines.

II. City Uniforms

- A. The City provides uniforms at no cost to certain categories of employees. These employees will wear the prescribed uniform except when otherwise approved or directed by the department head.
- B. Employees will keep their uniforms neat, clean, and in good repair. Soiled, torn, excessively faded or ill-fitting uniforms are inappropriate for wear.
- C. Wear of the City-issued uniform during activities and events that promote the City's image is encouraged; however, employees should exercise discretion in doing so. Additionally, uniforms will not be worn while drinking alcohol.
- D. Employees are not authorized to wear the City-issued uniform or other items of clothing with the City name or logo while performing work for another employer without prior permission from their Department Head (or his/her designee).

III. Professional Business Attire

- A. For men, professional business attire consists of a suit with tie or a sport coat, slacks, and a tie. Professional business attire for women is considered a dress or skirt or slacks with a blouse and a sweater or jacket.

- B. Professional Business attire is the appropriate dress when representing the City at a public forum either inside or outside the City. This includes court appearances, meetings with other government officials and meetings with business and community leaders.
- C. The Mayor, City Council and Department Heads are encouraged to wear professional business attire when attending City Council meetings. Other employees who, in their capacity as a City employee, make presentations at Council meetings are to follow the same guidelines. Casual business attire is acceptable as an alternative; however, ties are encouraged for men. City logo windbreakers and fleece are not considered appropriate attire for Council meetings.

IV. Casual Business Attire (See below for Casual Friday Attire)

- A. Casual business attire is defined as slacks and a shirt or sweater, with or without a tie, for men. For women, casual business attire includes skirts (excluding mini skirts), dresses, slacks, below knee length capri pants/gauchos (no denim), and a sweater, shirt, or blouse. Included in this category of apparel are collared City logo shirts, long or short sleeved.
- B. Casual business attire is appropriate for most work days, training sessions, and workshops unless otherwise noted by the City Administrator.
- C. Clothing items considered inappropriate for wear include beachwear, tank tops, mini-skirts, midriff tops, denim pants (jeans), sweatshirts, t-shirts, sweat suits (warm-up suits), leggings, shorts, swimming pool shoes (flip-flop, thongs) and tennis shoes. Additionally, any item of clothing with offensive or inappropriate slogans or messages is not authorized for wear.
- D. Due to the nature of their work, employees who spend a majority of their time in a "field" environment (outdoors) rather than in an office environment, and do not have a City uniform provided, can choose to wear denim pants (jeans), appropriate shirts, and City logo windbreakers and fleece on all work days in lieu of Casual Business Attire.

V. Casual Friday Attire

- A. Casual Friday attire is defined as slacks (including denim) and a shirt/sweater for men. For women, casual Friday attire includes slacks (including denim), "below knee length" capri pants/gauchos, and a sweater, shirt, or blouse. Sweatshirts with City or collegiate/professional sports associated logos are permitted, including collared City logo shirts, long or short sleeved, and City logo windbreakers and fleece.
- B. Clothing items considered inappropriate for wear include worn or frayed denim attire, leggings, sweat suits (warm-up suits), beachwear, tank tops, shorts, mini-skirts, midriff tops, t-shirts, tops with inappropriate advertising (alcohol, tobacco, etc.) and swimming pool shoes (flip-flops, thongs).

- C. Employees whose position calls for the wear of a uniform (i.e. Public Works, Police Officers, etc.) will wear the prescribed uniform.
- D. Casual Friday attire may be worn to attend informal workshops and City Council workshops as noted by the City Administrator

VI. Special Events

- A. From time to time during the year, the City may designate a day (or other time period) to recognize special events that occur in the community, county, or region. On such designated days, employees will be informed of appropriate attire.
- B. In the event of snow and closing of the Papillion/La Vista Public Schools or a later opening time for city offices, employees will be allowed to wear Casual Friday attire for that day

VII. Other

- A. Any employee working in an office environment shall not display any visible tattoos and/or brandings while on duty. Said employees shall cover any visible tattoos and/or brandings by wearing a City approved uniform or appropriate business clothing or by use of a skin patch (any patch or bandage of neutral tone similar to the employee's skin tone).

PROPOSED POLICY PRESENTED MARCH 19, 2013

SUBJECT: EMPLOYEE DRESS AND APPEARANCE GUIDELINE

DATE ISSUED: JUNE 20, 2006

ISSUED BY: BRENDA GUNN, CITY ADMINISTRATOR

UPDATED:

UPDATED BY: BRENDA GUNN, CITY ADMINISTRATOR

I. General

- A. Authority to determine the appropriate attire for employees of the City rests with the City Administrator.
- B. In establishing these standards, the City Administrator will consider the work to be performed, working conditions, the employee's comfort and the image presented to the public.
- C. An employee who fails to meet prescribed standards may be asked to leave the workplace and return appropriately attired. The time required for the employee to meet the standard may be charged as vacation, or if necessary, leave without pay.
- D. It is recognized that City Departments could have unique needs or circumstances that might require additional guidelines other than those established herein. Department Heads have discretion to establish additional dress and appearance guidelines specific to their department.
- E. It shall be the responsibility of the Department Head (or his/her designee) to ensure that employees comply with these guidelines.

II. City Uniforms

- A. The City provides uniforms at no cost to certain categories of employees. These employees will wear the prescribed uniform except when otherwise approved or directed by the department head.
- B. Employees will keep their uniforms neat, clean, and in good repair. Soiled, torn, excessively faded or ill-fitting uniforms are inappropriate for wear.
- C. Wear of the City-issued uniform during activities and events that promote the City's image is encouraged; however, employees should exercise discretion in doing so. Additionally, uniforms will not be worn while drinking alcohol.
- D. Employees are not authorized to wear the City-issued uniform or other items of clothing with the City name or logo while performing work for another employer without prior permission from their Department Head (or his/her designee).

III. Professional Business Attire

- A. For men, professional business attire consists of a suit with tie or a sport coat, slacks, and a tie. Professional business attire for women is considered a dress or skirt or slacks with a blouse and a sweater or jacket.

CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
APRIL 2, 2013 AGENDA

Subject:	Type:	Submitted By:
APPROVE PLANS & SPECIFICATIONS AND AUTHORIZE PAPILLION-LA VISTA SCHOOL DISTRICT TO CONSTRUCT PUBLIC STORM SEWER EXTENSION	◆ RESOLUTION ORDINANCE RECEIVE/FILE	JOHN KOTTMANN CITY ENGINEER

SYNOPSIS

A resolution has been prepared authorizing the approval of plans and specifications; and authorizing the Papillion-La Vista School District to extend a public storm sewer eastward in Granville Parkway from an existing storm sewer in Elm Drive.

FISCAL IMPACT

All costs of design and construction of this storm sewer extension will be paid for by the Papillion-La Vista School District. The minimal cost of storm sewer maintenance will be funded through the General Fund.

RECOMMENDATION

Approval

BACKGROUND

The Papillion-La-Vista School District is planning to perform expansions and modifications to the Parkview Heights Elementary School this summer. This will include some driveway and parking lot modifications. They desire to install an on-site storm sewer drainage system. In order to do this they need to extend the public storm sewer eastward in Granville Parkway from an existing storm sewer in Elm Drive. This will become a public storm sewer for ownership and maintenance by the City after satisfactory construction by the School District.

The plans and specifications were prepared by E&A Consulting Group bearing a date of March 1, 2013 and are subject to a 2-year performance and maintenance bond being provided which includes the City as an obligee and the submittal of record drawings with a certificate of compliance prepared by E&A Consulting Group.

The City Engineer has reviewed the plans and specifications and found them to be satisfactory. The School District has submitted the necessary documents for a Post Construction Storm Water Management Plan related to this proposed construction work at Parkview Heights Elementary School.

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE APPROVAL OF THE PLANS AND SPECIFICATIONS; AND AUTHORIZING THE PAPILLION-LA VISTA SCHOOL DISTRICT TO CONSTRUCT A PUBLIC STORM SEWER EXTENSION.

WHEREAS, the Papillion-La Vista School District is planning to perform expansions and modifications to the Parkview Height Elementary School which includes some driveway and parking lot modifications and desire to install an on-site storm sewer drainage system and in order to do this they need to extend the public storm sewer; and

WHEREAS, the public storm sewer will extend eastward in Granville Parkway from an existing storm sewer in Elm Drive and will become a public storm sewer for ownership and maintenance by the City after satisfactory construction; and

WHEREAS, the Papillion-La Vista School District has presented to City for approval plans and specifications to construct certain improvements; and

WHEREAS, said plans and specifications were prepared by E & A Consulting Group bearing a date of March 1, 2013 subject to a 2-year performance and maintenance bond being provided which includes the City as an obligee and the submittal of record drawings with a certificate of compliance prepared by E & A consulting Group; and

WHEREAS, The City Engineer has reviewed the plans and specifications and found them to be satisfactory; and

WHEREAS, The School District has submitted the necessary documents for a Post Construction Storm Water Management Plan related to this proposed construction work;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of La Vista, Nebraska, does hereby authorize the approval of the plans and specifications; and authorizing the Papillion-La Vista School District to construct a public storm sewer extension.

PASSED AND APPROVED THIS 2ND DAY OF APRIL, 2013.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, CMC
City Clerk

CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
APRIL 2, 2013 AGENDA

Subject:	Type:	Submitted By:
PURCHASE Z-TRAK MOWER	◆ RESOLUTION ORDINANCE RECEIVE/FILE	JOE SOUCIE PUBLIC WORKS DIRECTOR

SYNOPSIS

A resolution has been prepared authorizing the purchase of one (1) Exmark Lazer ZS, Z-Trak Mower from J & J Small Engines for an amount not to exceed \$9,261.00.

FISCAL IMPACT

The FY 2012/13 General Fund budget provides funding for the proposed purchase.

RECOMMENDATION

Approval

BACKGROUND

The Public Works Department acquired three bids for the proposed purchase:

J & J Small Engines	Exmark Lazer ZS	\$9,261.00
Gretna Small Engine	Cub Cadet Tank SZ	\$9,338.00
Plains Equipment	John Deere Z950R	\$10,289.00

Public Works staff is recommending J & J Small Engines as the low compliant bidder. The unit carries the following warranty:

- Machine 3-years
- Engine 2-years
- Switches 500-hours
- Clutches 750-hours
- Hydraulics 1200-hours

This mower would be used at the Sports Complex.

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE PURCHASE OF ONE (1) EXMARK LAZER ZS Z-TRAK MOWER FROM J & J SMALL ENGINES, BELLEVUE, NEBRASKA IN AN AMOUNT NOT TO EXCEED \$9,261.00.

WHEREAS, the City Council of the City of La Vista has determined that the purchase of one (1) Exmark Lazer ZS Z-Trak mower is necessary; and

WHEREAS, the FY 2012/13 General Fund Budget provides funding for this purchase; 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 purchases over \$5,000.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and City Council of La Vista, Nebraska authorizing the purchase of one (1) Exmark Lazer ZS Z-Trak mower from J & J Small Engines, Bellevue, Nebraska, in an amount not to exceed \$9,261.00

PASSED AND APPROVED THIS 2ND DAY OF APRIL, 2013.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, CMC
City Clerk

**JOHN DEERE****Quote Id:** 7788576**Customer:** CITY OF LAVISTA CITY CLERK**Quote Summary**

Prepared For: CITY OF LAVISTA CITY CLERK 8116 PARK VIEW BLVD LAVISTA, NE 68128 Business: 402-331-8927	Prepared By: Nick Wessel PLAINS EQUIPMENT GROUP 15151 South 31 Highway Gretna, NE 68028 Phone: 402-238-2211 nwessel@plainseg.com	Quote Id: 7788576 Created On: March 15, 2013 Last Modified On: March 15, 2013 Expiration Date: April 26, 2013
Equipment Summary	Suggested List	Selling Price
JOHN DEERE Z950R Commercial ZTrak	\$ 14,576.87	\$ 10,289.00 X 1 = \$ 10,289.00

Equipment Total	\$ 10,289.00
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Quote Summary

Equipment Total	\$ 10,289.00
SubTotal	\$ 10,289.00
Total	\$ 10,289.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 10,289.00

Salesperson : X _____

Accepted By : X _____

**JOHN DEERE**

Selling Equipment

Quote Id: 7788576

Customer: CITY OF LAVISTA CITY CLERK

JOHN DEERE Z950R Commercial ZTrak

Hours:**Suggested List**

\$ 14,576.87

Stock Number:**Selling Price**

\$ 10,289.00

Code	Description	Qty	Unit	Extended
2190TC	Z950R Commercial ZTrak	1	\$ 12,429.00	\$ 12,429.00
Standard Options - Per Unit				
0202	United States and Canada	1	\$ 0.00	\$ 0.00
1505	60 In. 7-Iron PRO Mulch On Demand Mower Deck	1	\$ 870.00	\$ 870.00
2001	Deluxe Comfort Seat with Armrests and Isolation	1	\$ 195.00	\$ 195.00
Standard Options Total				\$ 1,065.00
Dealer Attachments				
BTC10286	Rubber Flap Striping Kit for 54" & 60" Decks	1	\$ 439.77	\$ 439.77
Dealer Attachments Total				\$ 439.77
Other Charges				
	Setup	1	\$ 200.00	\$ 200.00
	EnviroCrate	1	\$ 40.00	\$ 40.00
	Freight	1	\$ 403.10	\$ 403.10
Other Charges Total				\$ 643.10
Suggested Price				
Customer Discounts				\$ 14,576.87
Customer Discounts Total				\$ -4,287.87
Total Selling Price				\$ 10,289.00

Gretna Small Engine

405 South Hwy 6

Gretna, NE 68028

402-332-4942

www.gretnasmallengine.com

+ Cub Cadet SZ60 Kaw 27 HP \$9159
Commercial TANK
-with built-in stripes

+ mulch kit

\$1179.00

\$9338.00