



**PROCLAMATION  
NATIONAL LIBRARY WEEK 2008**

WHEREAS, our nation's school, academic, public and special libraries make a difference in the lives of millions of Americans, today, more than ever;

WHEREAS, librarians are trained professionals, helping people of all ages and backgrounds find and interpret the information they need to live, learn and work in the 21st century;

WHEREAS, libraries are part of the American Dream – places for opportunity, education, self-help and lifelong learning;

WHEREAS, library use is up nationwide among all types of library users, continuing a decade-long trend;

WHEREAS, libraries can help you discover a world of knowledge, both in person and online, as well as personal service and assistance in finding what you need, when you need it;

WHEREAS, libraries, librarians, library workers and supporters across America are celebrating National Library Week with The Campaign for America's Libraries.

WHEREAS, it is most appropriate that we recognize and extend appreciation to our Librarian, Rose Iwan, and to all of our library staff for the vital services they perform.

NOW, THEREFORE, I, Douglas Kindig, Mayor of the City of La Vista, do hereby proclaim the week of April 13 - 19, 2008 as **NATIONAL LIBRARY WEEK** in La Vista. I encourage all residents to visit the library this week to take advantage of the wonderful library resources available and thank their librarians and library workers for making information accessible to all who walk through the library's doors. Join the circle of knowledge at your library.

IN WITNESS WHEREOF, I have set my hand and caused the official Seal of the City of La Vista to be affixed this 1st day of April, 2008.



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

ATTEST:

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





***PROCLAMATION  
PARKINSON'S DISEASE AWARENESS MONTH***

WHEREAS, Parkinson's disease is a progressive disorder of the central nervous system, affecting more than one and a half million people in the United States. Approximately 40,000 new patients will be diagnosed this year, with 10-20% of them being under the age of 50. The State of Nebraska ranks the fourth highest state for the disease in the nation; and

WHEREAS, The American Parkinson Disease Association, Inc., founded in 1961, has sought to "Ease the Burden and Find the Cure" for this disease through research, patient and family services, education, and sponsorship of 63 Chapters, 57 Information and Referral Centers, and 800 support groups throughout the United States; and

WHEREAS, the world, the nation, the state, and city of La Vista observe "Parkinson's Disease Awareness Month" in April 2008; and

WHEREAS, La Vista recognizes the efforts of the local Parkinson Support Group as well as the Nebraska Chapter and Information and Referral Center to raise funds and promote awareness to fight Parkinson's Disease, thereby improving the quality of life for those living with the disease.

NOW, THEREFORE, I, Douglas Kindig, Mayor of the City of La Vista, in recognition and in honor of those who work with the American Parkinson Disease Association, Inc. and their value to the residents of La Vista, do hereby proclaim April 2008 Parkinson's Disease Awareness Month in La Vista, Nebraska.

IN WITNESS WHEREOF, I have set my hand and caused the official Seal of the City of La Vista to be affixed this 1st day of April, 2008.



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

ATTEST:

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





***PROCLAMATION  
NATIONAL KITE MONTH 2008***

- WHEREAS, kite flying is family friendly, nonpolluting, healthy, educational, outdoor oriented, and fun;
- WHEREAS, kite flying and kite fliers, from Benjamin Franklin to Charlie Brown, are a constructive and essential part of our own American culture;
- WHEREAS, kites have made significant contributions to the arts, science, mathematics, cultural awareness, and history;
- WHEREAS, the American Kitefliers Association and the Kite Trade Association International have designated April to be National Kite Month, and are promoting kite festivals and kite workshops across the entire country;
- WHEREAS, the Annual Spring Kite Festival will be held on April 27th at the La Vista Sports Complex;

BE IT HEREBY RESOLVED that I, Douglas Kindig, Mayor of the City of La Vista, officially designate April as **La Vista Kite Month**. I encourage everyone to participate in the joy and excitement of kite flying and urge all citizens to Go Fly a Kite!

IN WITNESS WHEREOF, I have set my hand and caused the official Seal of the City of La Vista to be affixed this 1st day of April, 2008.



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

ATTEST:

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

# MINUTE RECORD

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

## LA VISTA CITY COUNCIL MEETING March 18, 2008

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 18, 2008. Present were Mayor Kindig and Councilmembers: Sell, Ronan, Quick, Sheehan, Carlisle, Ellerbeck, McLaughlin, and Gowan. Absent: None. Also in attendance were City Attorney McKeon, City Administrator Gunn, Assistant City Administrator Ramirez, City Engineer Kottmann, City Clerk Buethe, Finance Director Lindberg, Community Development Director Birch, Library Director Iwan, Police Chief Lausten, Fire Chief Uhl, Recreation Director Stopak, Public Works Director Soucie, and Building and Grounds Director Archibald.

A notice of the meeting was given in advance thereof by publication in the Times on March 6, 2008. 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 within 10 days after said meeting and prior to the next convened meeting of said body.

Mayor Kindig called the meeting to order and led the audience in the pledge of allegiance.

Mayor Kindig made an announcement of the location of the posted copy of the Open Meetings Act for public reference.

### A. CONSENT AGENDA

1. APPROVAL OF THE AGENDA AS PRESENTED
2. APPROVAL OF CITY COUNCIL MINUTES FROM MARCH 4, 2008
3. APPROVAL OF CITY COUNCIL STRATEGIC PLANNING RETREAT MINUTES FROM MARCH 8, 2008
4. APPROVAL OF PARK & RECREATION ADVISORY COMMITTEE MINUTES FROM FEBRUARY 20, 2008
5. KEYSTONE TRAIL – LA VISTA LINK
  - a. PAY REQUEST #5 FROM THOMPSON, DREESSEN & DORNER, INC. FOR PROFESSIONAL SERVICES - \$4,756.18
6. PAY REQUEST #6 FROM JOHN Q. HAMMONS FOR CONSTRUCTION LOAN - \$495,023.47
7. APPROVAL OF CLAIMS

Councilmember Carlisle made a motion to approve the consent agenda. Seconded by Councilmember McLaughlin. Councilmember Quick reviewed the claims for this period and reported that she found everything to be in order. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, McLaughlin, Ellerbeck, and Gowan. Nays: None. Absent: None. Motion carried.

|   |          |
|---|----------|
| ALAMAR UNIFORMS, Wearing Apparel                  | 6.80     |
| ALEXANDER, KATHLEEN, Travel                       | 139.88   |
| ANDERSON FORD LINCOLN MERCURY, Vehicle Maint.     | 99.99    |
| ANDERSON, HAROLD, Contract Services               | 282.72   |
| ANN TROE, Printing                                | 329.50   |
| APWA MID-AMERICA CONFERENCE, Training             | 300.00   |
| AQUILA, Utilities                                 | 4,071.03 |
| ARAMARK UNIFORM, Contract Services                | 232.69   |
| ASPHALT & CONCRETE MATERIALS, Street Maint.       | 87.20    |
| BAKER & TAYLOR BOOKS, Books                       | 65.90    |
| BAKER, MARCUS, Travel                             | 147.66   |
| BBC AUDIOBOOKS, Media                             | 142.38   |
| BENNINGTON IMPLEMENT, Vehicle Maint.              | 40.83    |
| BIRCH, ANN, Travel                                | 138.37   |
| BLUE CROSS BLUE SHIELD, Rescue Revenue            | 282.95   |
| BRENTWOOD AUTO WASH, Vehicle Maint.               | 155.00   |
| BRODART, Books                                    | 350.41   |
| BUETHE, PAM, Travel                               | 52.40    |
| BUILDERS SUPPLY, Bldg & Grnds                     | 14.00    |
| CAKE GALLERY, Deferred Revenue                    | 175.97   |
| CALIBRE PRESS, Training                           | 597.00   |
| CAPSTONE PRESS, Books                             | 1,220.20 |
| CARDMEMBER SERVICE-ELAN, Travel/Training/Supplies | 6,578.10 |
| CAVLOVIC, PAT, Wearing Apparel                    | 120.00   |

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| CDW GOVERNMENT, Internet Equipment               | 10,361.00 |
| CHILD'S WORLD, Books                             | 716.00    |
| CITY OF OMAHA, Contract Services                 | 534.62    |
| CJ'S HOME CENTER, Bldg & Grnds/ Maint.           | 870.12    |
| CONTROL MASTERS, Bldg & Grnds                    | 439.81    |
| COX, Contract Services                           | 242.75    |
| D & D COMMUNICATIONS, Equipment                  | 194.05    |
| DANKO EMERGENCY EQUIPMENT, Vehicle Maint.        | 117.47    |
| DAYMARK SOLUTIONS, Contract Services             | 230.00    |
| DIAMOND VOGEL PAINTS, Vehicle Maint.             | 23.25     |
| DON'S PIONEER UNIFORMS, Wearing Apparel          | 193.75    |
| DULTMEIER SALES & SERVICE, Vehicle Maint.        | 128.11    |
| EAGLE ENGRAVING, Wearing Apparel                 | 155.54    |
| FBINAA-FBI NATL ACAD ASSOCS, Training            | 75.00     |
| FERRELLGAS, Street Maint.                        | 44.85     |
| FILTER CARE, Vehicle Maint.                      | 240.95    |
| FOLLETT SOFTWARE, Supplies                       | 660.00    |
| FORT DEARBORN LIFE INSURANCE, Employee Benefits  | 1,208.50  |
| GALE, Books                                      | 81.86     |
| GASSERT, MIKE, Contract Services                 | 285.00    |
| GATEWAY, Contract Services                       | 249.00    |
| GCR OMAHA TRUCK TIRE CENTER, Vehicle Supplies    | 967.97    |
| GRAYBAR ELECTRIC COMPANY, Bldg & Grnds           | 537.49    |
| GRETNA WELDING, Equipment                        | 60.00     |
| GUNN, BRENDA, Travel                             | 90.99     |
| HALPAIN, LEAH, Contract Services                 | 146.25    |
| HANNEBAUM GRAIN, Street Maint.                   | 2,854.91  |
| HOLIDAY INN, Travel                              | 458.75    |
| HOME DEPOT, supplies                             | 299.00    |
| HUNTEL, Equipment                                | 11,646.40 |
| HY-VEE, Supplies                                 | 19.00     |
| ICMA-INTL CITY/COUNTY MANAGE, Dues               | 654.42    |
| IOWA STATE UNIVERSITY, Training                  | 60.00     |
| IVERSON, DENNIS, Wearing Apparel                 | 120.00    |
| J Q OFFICE EQUIPMENT, Contract Services/Supplies | 983.25    |
| KLINKER, MARK, Professional Services             | 32.00     |
| KORTUS, LEE, Contract Services                   | 285.00    |
| KRIHA FLUID POWER, Repair                        | 42.09     |
| KROGER, Supplies                                 | 170.59    |
| LANDS' END, Deferred Revenue                     | 40.50     |
| LAUGHLIN, KATHLEEN, Payroll Withholdings         | 372.00    |
| LEAGUE ASSN OF RISK MGMT, Insurance              | 508.00    |
| LEO A DALY, Planning & Study                     | 3,000.00  |
| LIEN TERMITE & PEST CONTROL, Contract Services   | 230.00    |
| LINDBERG, SHEILA, Travel                         | 364.99    |
| LINWELD, Street Maint/Supplies                   | 157.20    |
| LITTLE FALLS MACHINE, Vehicle Maint.             | 173.65    |
| LODES, CHRIS, Contract Services                  | 210.00    |
| MAX I WALKER, Uniform Cleaning                   | 242.30    |
| METAL SUPERMARKETS, Vehicle Maint.               | 51.16     |
| MIDWEST SERVICE AND SALES, Traffic Signs         | 2,659.95  |
| MIDWEST TAPE, Media                              | 59.97     |
| MUNICIPAL PIPE TOOL, Vehicle Maint.              | 381.97    |
| NE DEPT OF LABOR, Contract Services              | 252.00    |
| NE DEPT OF REVENUE-50G GAMING, Contract Services | 100.00    |
| NEBRASKA FOREST TREE SERVICE, Training           | 30.00     |
| NEBRASKA TURF PRODUCTS, Bldg & Grnds             | 357.75    |
| NOVA HEALTH EQUIPMENT, Equipment                 | 4,028.00  |
| NPZA-NE PLANNING/ZONING ASSN, Training           | 510.00    |
| OABR PRINT SHOP, Printing                        | 215.51    |
| OFFICE DEPOT, Supplies                           | 912.69    |
| OPPD, Utilities                                  | 33,726.23 |
| OVERHEAD DOOR, Bldg & Grnds                      | 579.00    |
| PAPILLION SANITATION, Contract Services          | 220.61    |
| PAPILLION TIRE, Vehicle Maint.                   | 309.83    |
| PARAMOUNT LINEN & UNIFORM, Uniform Cleaning      | 312.16    |
| PAYLESS, Supplies                                | 263.10    |
| PERFORMANCE DODGE, Vehicles                      | 74,664.00 |
| PRECISION INDUSTRIES, Street Maint.              | 265.00    |
| PUSH PEDAL PULL, Repair                          | 100.00    |
| QWEST, Telephone                                 | 128.53    |
| RECORDED BOOKS, Media                            | 765.86    |



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| SAM'S CLUB, Supplies                               | 136.73   |
| SCHOLASTIC LIBRARY PUBLISHING, Books               | 323.05   |
| SINNETT, HELEN, Supplies                           | 80.00    |
| SINNETT, JEFF, Travel                              | 29.99    |
| SPEEDY PATCH DRYWALL, Bldg & Grnds                 | 550.00   |
| SPRINT, Telephone                                  | 87.40    |
| STRITTMATTER, BRAD, Travel                         | 143.42   |
| SUBURBAN NEWSPAPERS, Legal Advertising             | 664.50   |
| TED'S MOWER SALES & SERVICE, Repair                | 402.00   |
| THREE RING ENTERPRISES, Vehicle Maint.             | 2,975.05 |
| TURFWERKS, Vehicle Maint.                          | 154.58   |
| U S ASPHALT COMPANY, Street Maint.                 | 176.28   |
| WASTE MANAGEMENT NEBRASKA, Contract Services       | 688.29   |
| WHITE CAP CONSTRUCTION SUPPLY, Bldg & Grnds/Repair | 143.00   |
| WHITTAKER, VICKI, Deferred Revenue                 | 100.00   |

## **REPORTS FROM CITY ADMINISTRATOR AND DEPARTMENT HEADS**

City Administrator Gunn reminded Council at a Capital Improvement Program workshop will be held on Tuesday, April 1, 2008 at 6:00 p.m., prior to the 7:00 p.m. City Council meeting.

City Clerk Buethe informed Council of the Annual Southeast Area Clerk's Official's night which will be held on Wednesday, April 23, 2008. She asked them to mark their calendars and more information would be given at a later time.

Police Chief Lausten informed Council that St. Patrick's Day was quiet in La Vista, with no alcohol related incidents.

Public Works Director Soucie informed Council the Lane Mile Report has been submitted to the state. There are 171.22 lane miles in La Vista, as compared to 101 lane miles in 1998. He stated that two roads which do not have names were named for the report – Civic Plaza Road by City Hall and Frontage Road by Sol's. These names were for report purposes only. Soucie stated that the power pole seen on the Thompson Creek tour has been stabilized by OPPD.

Community Development Director Birch informed Council that the Building Inspectors expressed their appreciation for being allowed to attend a conference in Denver. They also passed certifications tests. Jeff Sinnett obtained his mechanical code certification while Doug Dahl and Don Simon obtained certifications in residential codes.

Recreation Director Stopak reminded Council that the Park and Recreation Advisory Board will meet tomorrow, Wednesday, March 19, 2008. He also reminded Council of the Annual Easter Egg Hunt which will be held on Saturday, March 22, 2008. Volunteers are needed.

## **B. RESOLUTION - FY 2006/2007 AUDIT REPORT – ORIZON GROUP CPA'S LLC**

Councilmember Ellerbeck introduced and moved for the adoption of Resolution No. 08-021: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA APPROVING THE FISCAL YEAR 2006 - 2007 MUNICIPAL AUDIT AS PREPARED BY THE AUDITING FIRM OF ORIZON CPAs, LLC, OMAHA, NEBRASKA.

WHEREAS, the City of La Vista has contracted with the firm of ORIZON CPAs, LLC, Omaha, Nebraska, to complete an audit of the City's fiscal year 2006-2007 municipal operations; and

WHEREAS, ORIZON CPAs, LLC has completed said audit and provided copies of their findings.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of La Vista, Nebraska, that the 2006-2007 municipal audit is hereby accepted and approved.

Seconded by Councilmember Quick. Jodi Rinne, from Orizon Group, gave an overview of the services provided. She talked about upcoming requirements which will put more burden on staff. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, McLaughlin, Ellerbeck, and Gowan. Nays: None. Absent: None. Motion carried.

## **C. BOARD OF EQUALIZATION – LEVY OF SPECIAL ASSESSMENTS - SOUTHPORT WEST (ADJOURNED FROM 2/5/2008 MEETING)**

### **1. PUBLIC HEARING (CONTINUED FROM 2/5/2008 MEETING)**

Mayor Kindig stated that the Mayor and Council were now meeting as a Board of Equalization and in public hearing with regard to proposed special assessments in Southport West, continued and adjourned from February 5, 2008. He asked if there was anyone in the audience who

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wanted to come forward and comment on the matter. Larry Jobeun addressed Council on behalf of Southport West Partners, LLC and requested a further continuation of the hearing and meeting to consider adjustments he had proposed.

Mayor Kindig stated that the City has received a letter from Southport West Partners, LLC requesting adjustments to the special assessments proposed for Southport West. Staff is recommending a continuation and adjournment of this meeting and hearing of the Board of Equalization to give the City Engineer the opportunity to review and make a recommendation on the proposed adjustments. The Board of Equalization will meet on May 6, 2008 to levy the special assessment.

Councilmember Carlisle motioned to continue and adjourn the hearing and meeting of the Board of Equalization until the May 6<sup>th</sup> City Council meeting; and direct that notice be provided in accordance with applicable law. Seconded by Councilmember McLaughlin. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, McLaughlin, Ellerbeck, and Gowan. Nays: None. Absent: None. Motion carried.

## **2. RESOLUTION – LEVY SPECIAL ASSESSMENTS**

The Levy of Special Assessments will be taken up at the May 6, 2008 meeting.

## **3. RESOLUTION – CITY ENGINEER TO REVIEW/REVISE COSTS AND PROPOSED ASSESSMENTS**

Councilmember Carlisle introduced and moved for the adoption of Resolution No. 08-022: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA DIRECTING THE CITY ENGINEER TO PLACE ON FILE WITH THE CITY CLERK A REVISED STATEMENT OF COSTS AND SCHEDULE OF PROPOSED SPECIAL ASSESSMENTS FOR SOUTHPORT WEST, FORMERLY SID NO. 253; AND ORDERING NOTICE BE PROVIDED.

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF LA VISTA, NEBRASKA:

Section 1. Findings. The Mayor and City Council find and determine as follows:

1. A certificate of acceptance of the City Engineer was filed upon completion of the work within the territory of former Sanitary and Improvement District No. 253 of Sarpy County, Nebraska, known as Southport West ("Southport West") as annexed and now located in the City, which certificate the Council approved by resolution on January 2, 2008.

2. Council required and the City Engineer on January 2, 2008 made and filed with the City Clerk a complete statement of all costs of improvements, plat of the property in Southport West, and schedule of the amount proposed to be assessed against each separate piece of property in Southport West.

3. As directed, the City Clerk provided notice of the statement of costs, plat and schedule of proposed assessment, and manner of filing and time and place for consideration of any objections.

4. Southport West Partners, LLC filed a protest to the schedule of the amount proposed to be specially assessed with respect to Lots 4, 15, 16 and 27.

5. At the scheduled hearing and meeting of the Mayor and City Council as a Board of Equalization on February 5, 2008, Southport West Partners, LLC requested that the Mayor and City Council continue and adjourn said hearing and meeting to allow Southport West Partners, LLC additional time to analyze and understand the proposed special assessments, which request the Mayor and City Council granted until March 18, 2008.

6. Southport West Partners, LLC recently filed proposed adjustments to the proposed special assessments in Southport West. To consider said proposal, the Mayor and City Council further continued and adjourned the hearing and meeting of the Mayor and City Council as a Board of Equalization until the May 6, 2008 City Council meeting, at which meeting the hearing will be concluded and special assessments equalized and levied. The Mayor and City Council desire to direct the City Engineer to prepare, file and give notice of recommended revisions to the statement of costs and schedule of proposed special assessments in Southport West, if any.

Section 2. The Mayor and Council hereby order the City Engineer to revise as necessary or advisable and make a complete statement of all costs of any public improvements or other work on the properties within Southport West and a schedule of the amount proposed to be assessed

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against each separate piece of property in Southport West, and place them on file with the City Clerk, along with the plat of the properties within Southport West previously filed. After the statement and schedule with any recommended revisions have been made and filed, the City Clerk is hereby ordered to give notice of the same, as well as the plat and related matters, in the same manner as provided with respect to the statement, schedule and plat originally filed.

Seconded by Councilmember McLaughlin. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, McLaughlin, Ellerbeck, and Gowan. Nays: None. Absent: None. Motion carried.

## **D. THOMPSON CREEK**

### **1. PUBLIC COMMENT**

Ben Thompson, 7544 Valley Road, addressed Council and stated that he had not received a survey. Mayor Kindig assured him that a survey will be mailed to him. Brenda Tillman, 7414 Park View Blvd, addressed Council and stated that she thought the residents would get the results of the surveys. Marilyn Medley, 7725 Park View Blvd, addressed Council and asked who controls the creek. City Engineer Kottmann stated, in his opinion it's a drainage way. Mrs. Medley stated that Option 4 is the choice of her and her neighbor. She asked if the City could put up a "No Trespassing" sign along the creek to keep kids out. Mayor Kindig stated staff will consider the need for a sign.

City Engineer Kottmann then gave an overview of the 4 Options and reiterated staff and engineer's recommendation of Option 3.

### **2. COUNCIL DISCUSSION REGARDING PREFERRED OPTION**

Councilmembers discussed the four options in depth regarding long term solutions, maintenance costs, affect downstream, ability to fund each option, acquisition of homes, time frames for each option, social impact, permits, park plans, and possible funding eligibility and sources. City Administrator Gunn asked the Council for direction as to what option staff should use to begin looking for funding opportunities. City Attorney McKeon clarified that the Council only was giving direction at this time so Staff could prioritize and efficiently focus its search for funding. Once available funding was determined, the matter would be brought back at a Council meeting and Council would vote on an option and associated funding. Councilmembers Sell, Ronan, Quick, Sheehan, Carlisle, and McLaughlin stated that they would be in favor of first seeing what funding is available for Option 3. Councilmember Ellerbeck was in favor of focusing on funding availability for Option 1, and Councilmember Gowan said that he would be fine seeing what funding is available for either Option 3 or Option 4.

City Administrator Gunn stated the City will investigate possible funding sources for Option 3 and will continue to keep the public informed. Any further action and information will come before the Mayor and Council.

## **E. RESOLUTION - LB 371**

Councilmember Sheehan introduced and moved for the adoption of Resolution No. 08-023: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA, TO OPPOSE LB 371 WITH PROPOSED STANDING COMMITTEE AMENDMENTS — AM 1857, WHICH WOULD ADOPT THE NEBRASKA PEACE OFFICER RETIREMENT ACT.

WHEREAS, LB 371 with proposed standing committee amendments — AM 1857 would enact the Nebraska Peace Officer Retirement Act (NPORA), an unfunded statewide defined benefit retirement plan for all law enforcement personnel not currently enrolled in a defined benefit retirement plan; and

WHEREAS, the report funded by the proponents of LB 371 indicates that the projected "Unfunded Actuarial Accrued Liability (UAAL) would at a minimum create an unfunded accrued liability of \$88 million"; and

WHEREAS, there is no knowledge of an actuarial analysis regarding the impact of AM 1857; and

WHEREAS, LB 371 with AM 1857 provides that the State of Nebraska would administer, invest and govern the statewide peace officers retirement system and obligates the respective political subdivision to provide a supplemental appropriations sufficient to pay for the difference; and



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WHEREAS, the State of Nebraska moved away from a defined benefit pension plan requirement for law enforcement officers in 1984; and

WHEREAS, municipalities across the country have financial problems rooted in similar pension programs as evidenced by the City of Omaha; and

WHEREAS, LB 371 with AM 1857 will create a significant financial burden for the City of La Vista, likely resulting in a reduction of services to the taxpayers of La Vista.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of La Vista, Nebraska, hereby expresses its opposition to LB 371 with proposed standing committee amendments — AM 1857, which would adopt the Nebraska Peace Officer Retirement Act.

BE IT FURTHER RESOLVED, that the Mayor is hereby directed to communicate this position to our representative in the Legislature and such other parties as may be desirable to further these purposes.

Seconded by Councilmember Sell. Mayor Kindig stated that one member of the Fraternal Order of Police could have the opportunity to address Council. Jeremy Kinsey, on behalf of the Nebraska State FOP and FOP La Vista #28, addressed Council. He stated LB 371 enhances retirement to stay comparable with other states. A discussion was held by Council, with concerns about the language in LB 371. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, McLaughlin, and Gowan. Nays: Carlisle and Ellerbeck. Absent: None. Motion carried.

## **F. RESOLUTION – AWARD CONTRACT – 78<sup>TH</sup> STREET AND HARRISON STREET RETAINING WALL RECONSTRUCTION**

Councilmember Sell introduced and moved for the adoption of Resolution No. 08-024: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA, AWARDED A CONTRACT TO LINHART CONSTRUCTION, INC., OMAHA, NEBRASKA, FOR THE 78<sup>TH</sup> & HARRISON STREET RETAINING WALL RECONSTRUCTION PROJECT IN AN AMOUNT NOT EXCEED \$62,743.65.

WHEREAS, the City Council of the City of La Vista has determined that proposed reconstruction improvements is necessary; and

WHEREAS, the FY 2007/08 Capital Fund provides funding for the proposed project.

WHEREAS, on February 5, 2008 the City Council authorized the advertisement of bids for said project in accordance with plans and specifications as prepared by the City Engineer; and

WHEREAS, the City Engineer has reviewed the bids and recommends that a contract be awarded to Linhart Construction, Inc., as the low qualified bidder; 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, that a contract be awarded to Linhart Construction, Inc., Omaha, Nebraska, for the 78<sup>th</sup> & Harrison Street Retaining Wall Reconstruction Project in an amount not to exceed \$62,743.65, and that the Mayor is hereby authorized to execute said contract and the City Clerk is further directed to attest to the same.

Seconded by Councilmember Ellerbeck. Councilmember Sheehan inquired as to whether we would use all new materials. Engineer Kottmann stated that all new materials would be used however the existing wall would be left in place except for the top layers which would be covered with dirt. Mayor Kindig asked about the warranty of this work. Engineer Kottmann stated that there is a two year warranty. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, McLaughlin, Ellerbeck, and Gowan. Nays: None. Absent: None. Motion carried.

## **G. RESOLUTION – AUTHORIZATION TO ADVERTISE FOR BIDS – MOWING TRACTORS**

Councilmember Quick introduced and moved for the adoption of Resolution No. 08-025: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA, AUTHORIZING THE ADVERTISEMENT FOR BIDS FOR TWO 4-WHEEL DRIVE FRONT MOWERS WITH 72" MOWER DECK, CAB, SNOW BLADE AND SNOW BLOWER;

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ONE 4-WHEEL DRIVE FRONT MOWER WITH 72" MOWER DECK AND ONE Z-TRAK MOWER WITH A 60" MOWER DECK FOR THE PUBLIC WORKS DEPARTMENT.

WHEREAS, the City Council has determined that the proposed mower purchases are necessary; and

WHEREAS, the FY 2007/08 General Fund Budget provides funding for the proposed purchases; and

WHEREAS, the Public Works Park Superintendent has prepared specifications for the proposed equipment.

NOW, THEREFORE BE IT RESOLVED, that City Administrator is hereby authorized to advertise for bids for purchase of two 4-Wheel Drive Front Mowers with 72" mower deck, cab, snow blade and snow blower; one 4-Wheel Drive Front Mower with 72" mower deck; and one Z-Trak Mower with a 60" mower deck; in accordance with specifications prepared by the Public Works Park Superintendent and said bids are to be opened and publicly read aloud at 3:00 p.m. at La Vista City Hall, 8116 Park View Blvd., La Vista, Nebraska, on April 8, 2008.

Seconded by Councilmember Sell. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, McLaughlin, Ellerbeck, and Gowan. Nays: None. Absent: None. Motion carried.

## **H. RESOLUTION – EXTENSION OF CONTRACT FOR GOLF MERCHANDISE CONSIGNMENT**

Councilmember Sell introduced and moved for the adoption of Resolution No. 08-026: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA, AUTHORIZING THE MAYOR TO EXECUTE A ONE-YEAR CONTRACT WITH FAIRWAY GOLF LLC., OMAHA, NEBRASKA, TO FURNISH AND SUPPLY THE LA VISTA FALLS GOLF COURSE WITH GOLF CLUBHOUSE MERCHANDISE ON A CONSIGNMENT BASIS.

WHEREAS, the City has determined that it is desirable to contract for the furnishing and supplying of golf merchandise on a consignment basis at La Vista Falls Golf Course Clubhouse; and

WHEREAS, Fairway Golf LLC., supplied said golf merchandise on a consignment basis to the City during 2007; and

WHEREAS, the current contract with Fairway Golf LLC will expired in March of 2008; and

WHEREAS, the Recreation Director recommends extending the current contract with Fairway Golf LLC for one year; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of La Vista, Nebraska, do hereby authorize the Mayor to sign a one-year contract with Fairway Golf LLC., Omaha, Nebraska, to furnish and supply the La Vista Falls Golf Course Clubhouse with golf merchandise on a consignment basis.

Seconded by Councilmember Gowan. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, McLaughlin, Ellerbeck, and Gowan. Nays: None. Absent: None. Motion carried.

## **I. RESOLUTION – EXTENSION OF CONTRACT FOR CONCESSION STAND OPERATIONS**

Councilmember Carlisle introduced and moved for the adoption of Resolution No. 08-027: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA, AUTHORIZING THE MAYOR TO EXECUTE A ONE-YEAR CONTRACT WITH HAMS, INC., OMAHA, NEBRASKA, FOR THE OPERATION OF CONCESSIONS AT THE SPORTS SOFTBALL COMPLEX, SOCCER COMPLEX, CITY PARK, AND COMMUNITY CENTER.

WHEREAS, the City has determined that it is desirable to contract for the operation of concession stands at various recreation sites in the City with HAMS Inc.; and

WHEREAS, HAMS, Inc. operated concessions at various recreation sites in the City during 2007; and

WHEREAS, the current contract with HAMS, Inc. will expire in April of 2008; and



# MINUTE RECORD

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

March 18, 2008

WHEREAS, the Recreation Director recommends extending the current contract with HAMS, Inc. for one year; and

WHEREAS, the contract provides for Hams Inc. to make payments of 10% of the gross revenues from all sales to the City; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of La Vista, Nebraska, do hereby authorize the Mayor to sign a one-year contract with HAMS Inc., Omaha, Nebraska, for the operation of the concessions at the Sports Softball Complex, Soccer Complex, City Park and Community Center.

Seconded by Councilmember Sell. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, McLaughlin, Ellerbeck, and Gowan. Nays: None. Absent: None. Motion carried.

## **J. STRATEGIC PLAN UPDATE**

Councilmember Gowan moved to receive and file the Strategic Plan Update. Seconded by Councilmember Carlisle. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, McLaughlin, Ellerbeck, and Gowan. Nays: None. Absent: None. Motion carried.

## **K. RESOLUTION – SPECIAL DESIGNATED LICENSE - LA VISTA AREA CHAMBER JUNE 6-7, 2008**

Councilmember Ellerbeck introduced and moved for the adoption of Resolution No. 08-028: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE SALE AND CONSUMPTION OF BEER AT A BEER GARDEN IN CENTRAL PARK ON JUNE 6-7, 2008, IN CONJUNCTION WITH THE ANNUAL LA VISTA DAYS CELEBRATION.

WHEREAS, Central Park is located within the City of La Vista; and

WHEREAS, the La Vista Chamber of Commerce has requested approval of a Special Designated Permit to sell and serve beer at a beer garden in Central Park June 6-7, 2008, in conjunction with the annual La Vista Days celebration.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of La Vista, Nebraska, do hereby authorize the La Vista Chamber of Commerce to proceed with the application for a "Special Designated License" from the Nebraska Liquor Control Commission to sell and serve beer at a beer garden in Central Park on June 6-7, 2007, in conjunction with the annual La Vista Days celebration.

Seconded by Councilmember Carlisle. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, McLaughlin, Ellerbeck, and Gowan. Nays: None. Absent: None. Motion carried.

## **L. CLASS B LIQUOR LICENSE APPLICATION FOR CASEY'S RETAIL COMPANY DBA CASEY'S GENERAL STORE 2454 1. PUBLIC HEARING**

At 8:30 p.m. Mayor Kindig opened the public hearing and stated the floor was now open for discussion on the Class B Liquor License Application for Casey's Retail Company dba Casey's General Store 2454. Tina Krings, district manager of Casey's General Stores, addressed Council to answer any questions.

At 8:31 p.m. Councilmember McLaughlin made a motion to close the public hearing. Seconded by Councilmember Gowan. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, McLaughlin, Ellerbeck, and Gowan. Nays: None. Absent: None. Motion carried.

## **2. RESOLUTION**

Councilmember Sheehan introduced and moved for the adoption of Resolution No. 08-029: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA RECOMMENDING TO THE NEBRASKA LIQUOR CONTROL COMMISSION, APPROVAL OF THE CLASS B LIQUOR LICENSE APPLICATION OF CASEY'S RETAIL COMPANY DBA CASEY'S GENERAL STORE 2454, LA VISTA, NEBRASKA.

WHEREAS, Casey's Retail Company dba Casey's General Store 2454, 9542 Giles Road, La Vista, Sarpy County, Nebraska, has applied to the Nebraska Liquor Control Commission for a Class B Liquor License, and

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

March 18, 2008

WHEREAS, the Nebraska Liquor Control Commission has notified the City of said application, and

WHEREAS, the City has adopted local licensing standards to be considered in making recommendations to the Nebraska Liquor Control Commission, and

WHEREAS, said licensing standards have been considered by the City Council in making its decision.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of La Vista, Nebraska, hereby recommend to the Nebraska Liquor Control Commission approval of the Class B Liquor License application submitted by Casey's Retail Company dba Casey's General Store 2454, 9542 Giles Road, La Vista, NE.

Seconded by Councilmember Ellerbeck. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, McLaughlin, Ellerbeck, and Gowan. Nays: None. Absent: None. Motion carried.

## **M. CLASS D LIQUOR LICENSE APPLICATION FOR RALSTON INVESTMENT GROUP, INC. DBA EDDY'S CONVENIENCE STORE**

### **1. PUBLIC HEARING**

At 8:32 p.m. Mayor Kindig opened the public hearing and stated the floor was now open for discussion on the Class D Liquor License Application for Ralston Investment Group, Inc. dba Eddy's Convenience Store. Jim Sill, the manager at Eddy's Convenience Store, addressed Council to answer any questions.

At 8:33 p.m. Councilmember Carlisle made a motion to close the public hearing. Seconded by Councilmember Sell. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, McLaughlin, Ellerbeck, and Gowan. Nays: None. Absent: None. Motion carried.

### **2. RESOLUTION**

Councilmember Sell introduced and moved for the adoption of Resolution No. 08-030: A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA RECOMMENDING TO THE NEBRASKA LIQUOR CONTROL COMMISSION, APPROVAL OF THE CLASS D LIQUOR LICENSE APPLICATION OF RALSTON INVESTMENT GROUP, INC. DBA EDDY'S CONVENIENCE STORE, LA VISTA, NEBRASKA.

WHEREAS, Ralston Investment Group, Inc. dba Eddy's Convenience Store, 9849 Giles Road, La Vista, Sarpy County, Nebraska, has applied to the Nebraska Liquor Control Commission for a Class D Liquor License, and

WHEREAS, the Nebraska Liquor Control Commission has notified the City of said application, and

WHEREAS, the City has adopted local licensing standards to be considered in making recommendations to the Nebraska Liquor Control Commission, and

WHEREAS, said licensing standards have been considered by the City Council in making its decision.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of La Vista, Nebraska, hereby recommend to the Nebraska Liquor Control Commission approval of the Class B Liquor License application submitted by Ralston Investment Group, Inc. dba Eddy's Convenience Store, 9849 Giles Road, La Vista, NE.

Seconded by Councilmember Ellerbeck. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, McLaughlin, Ellerbeck, and Gowan. Nays: None. Absent: None. Motion carried.

### **COMMENTS FROM THE FLOOR**

Bryan Waugh, the La Vista FOP President, addressed Council; and thanked Councilmembers Carlisle and Ellerbeck for their support. He stated the unfunded portion of retirement would not be on the City. La Vista may lose members to Omaha because of their retirement. He stated that not having defined benefits would lead to a reduction in services because officers would work longer and be less able to do the job.



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March 18, 2008

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

Mary Harper, of the La Vista Chamber of Commerce, addressed Council to give the quarterly report on the Chamber. She informed Council of the recent relocation of the office to Brentwood Square. There has been a resurgence of membership, with a 25% increase in 2007. The La Vista Chamber has built a relationship with all Chambers in the Metro Area. There have been 14 new members since January 2008.

Leslie McQuade, 7504 Valley Road, addressed Council regarding Thompson Creek. She stated the channel projects do not work. She suggested letting channeling run its course.

## COMMENTS FROM MAYOR AND COUNCIL

Councilmember Sell welcomed "The Chatty Squirrel", a new restaurant in La Vista, to the area. He has eaten at the restaurant and said the food is good.

Mayor Kindig congratulated the recreation department for the St. Patrick's Day Senior lunch, especially Sue Tangeman for spending many hours cooking the corned beef.

Councilmember Sheehan asked about the date of the next swimming pool committee meeting. City Administrator Gunn will supply that date when it has been set.

Councilmember Ellerbeck stated that he would like to see the report from the Chamber of Commerce scheduled on a regular basis each quarter.

## ADJOURNMENT

At 8:45 p.m. Councilmember Ellerbeck made a motion to adjourn the meeting. Seconded by Councilmember Gowan. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, McLaughlin, Ellerbeck, and Gowan. Nays: None. Absent: None. Motion carried.

PASSED AND APPROVED THIS 1ST DAY OF APRIL 2008.

CITY OF LA VISTA

ATTEST:

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

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

K:\APPS\CITYHALL\08 COUNCIL MINUTES\March 18, 2008

**CITY OF LA VISTA  
SAFETY COMMITTEE MEETING  
MINUTES  
November 28, 2007**

**I. CALL TO ORDER**

A meeting of the Safety Committee convened on November 28, 2007 at 8:30 a.m. at District #2, 10727 Chandler Road, La Vista, NE 68128.

Present were Mary Alex, Pat Archibald, Todd Armbrust, Ann Birch, Pam Buethe, Pat Cavlovic, Ray Crane, Karen Fagin, Brenda Gunn, Ray Harrod, Rose Iwan, Bob Lausten, Cathy Lupomech, Rita Ramirez, Randy Ruhge, Jeff Siebels, Jeff Sinnett, Joe Soucie, and Scott Stopak.

Emergency Procedures announcement made by Lausten.

**II. APPROVAL OF MINUTES FROM MARCH MEETING**

A request was made by Lausten to approve the minutes from the September 26, 2007 meeting. Motion by Gunn, seconded by Buethe. Ayes: All.

**III. OLD BUSINESS**

**A. SUB-COMMITTEE BRIEFINGS**

**1. STANDARD POLICIES**

Lausten gave an update on the "Emergency Signs." All signs are up at the Police Department, Public Works, and City Hall. The Community Center and Golf Course are nearing completion. Iwan questioned the number needed for the library and Archibald indicated that the meeting rooms also need to be included in that number. Siebels noted that District #2 is also complete but Fire Station #1 is not, due to the lack of plans to base the information off of.

**2. SAFETY ANALYSIS AND TRACKING OF INCIDENTS**

Lupomech distributed incident reports for September and October. Discussion held on determining the accident "preventable" or "non-preventable." It was indicated that the Supervisor will make the determination.

Gunn questioned the use of the floor mat for the gym floor at the Community Center and noted that it was unsafe. Stopak suggested the only way to make it safer would be to tape all overlapping seams. Lausten suggested the mat could be an ADA issue for someone using a walker or a wheelchair. Discussion held on possibly purchasing a mat that would cover the entire floor, but storage would then become an issue. Gunn then requested that the floor mats no longer be used.



### **3. TRAINING AND INSPECTIONS**

Cavlovic distributed copies of the Facility Safety Inspection Summary for the inspections held on November 15, 2007, noting that most First Aid kits had expired products. Discussion held on who should be responsible for keeping products current. Gunn suggested all departments check their kits and determine what items need to be replaced. Rughe suggested only keeping the "basic" first aid supplies on hand, no medications. Ramirez indicated a new list of items needed to be created, which Buethe will handle. Cavlovic stated the next inspection is scheduled for late February or early March.

Corbit and Hurst attended the Red Cross Emergency Preparedness Seminar training on October 10, 2007 at the Red Cross, 2912 South 80<sup>th</sup> Avenue. Lausten stated that Corbit felt the training class was intended for more HR related issues and OSHA issues and indicated it was informative to a limited extent. Iwan distributed a hard copy report, provided by Hurst, for all members of the Safety Committee.

Sgt. Davis conducted the driver's training class which was attended by twelve employees, some of whom repeated the class. Buethe noted that the class was very informative and challenging, but fun. The class will be scheduled on an annual basis.

### **4. REWARDS AND INCENTIVES**

Stopak provided information regarding the new incentive game planned. The "kick-off" luncheon scheduled for January may be delayed until all details of the new game can be worked out. All members of the Safety Committee should e-mail Scott with suggestions on how to work the "Safe-Not Safe" game being planned.

## **IV. NEW BUSINESS**

- **Update on City Pandemic Influenza Preparedness Plan:**  
Lausten reported that Gunn has appointed a committee (Soucie, Lausten, Buethe, Uhl, Stopak) which is preparing plans with emphasis on continuity of City services. Department Heads will receive the information in December and comments are due to Gunn by March 1<sup>st</sup>. Once finalized, the plans will be forwarded to City Council for adoption.
- **City-wide fire drill update:**  
Archibald reported fire drills were held in all buildings, with most passing. It was noted that City Hall employees are to go to the designated area once outside the building. Supervisors are responsible for doing a head count to ensure all have evacuated, checking meeting rooms and restrooms. Gunn suggested having a re-training class on evacuation.
- **Report on product /pricing information for field apparel:**  
Sinnott reported on the cost of windbreakers and labeling with "City of La Vista" noting that after checking numerous suppliers, cost would be approximately \$30 each. One will be provided for each Department Head. Sinnott will create a list of others who should also have one.

- Follow up on funding for defibrillators  
Ramirez presented the report in Uhl's absence. Uhl had spoken to a few members of the fire department and the Public Information Officer was also checking for funding. Complete report will be provided after the holidays.
- Lausten will have a payroll flyer regarding safety reminders for the holidays.
- Gunn thanked all who worked on the Health Fair.

**A. DISCUSS NEXT MEETING DATE**

The next safety committee meeting is scheduled for January 30, 2008 at 8:30 a.m. at District #2.

**V. ADJOURNMENT**

Motion to adjourn by Iwan, seconded by Buethe.

The meeting was adjourned.

**CITIZEN ADVISORY REVIEW COMMITTEE  
MEETING  
December 10, 2007**

A regular meeting of the Citizen Advisory Review Committee of the City of La Vista, Nebraska was convened in open and public session at 7 p.m. on December 10, 2007, in the Harold "Andy" Anderson Council Chamber at City Hall. Present were Committee members Bragg, Placzek and Shafer. Burns and Kellner were absent. Also in attendance was City Administrator Gunn.

A notice of the meeting was given in advance thereof by publishing in the Papillion Times on November 29, 2007. Notice was simultaneously given to all members of the Citizen Advisory Review Committee and a copy of the acknowledgement of the receipt of notice is attached to the minutes. Availability of the agenda was communicated to the Citizen Advisory Review Committee 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 within 10 days after said meeting and prior to the next convened meeting of said body.

Chairman Shafer called the meeting of the Citizen Advisory Review Committee to order at 7:00 p.m.

**A. OPEN MEETINGS ACT STATEMENT**

Chairman Shafer acknowledged the Open Meetings Act statement as printed on the Agenda.

**B. EMERGENCY PROCEDURES STATEMENT**

Chairman Shafer acknowledged the Emergency Procedures statement as printed on the Agenda.

**C. APPROVAL OF THE AGENDA**

Bragg made a motion to approve the Agenda as presented. Placzek seconded. Ayes: all. Nays: none. Motion carried.

**D. APPROVAL OF THE MINUTES OF SEPTEMBER 10, 2007**

Chairman Shafer recognized that only Committee Member Bragg had been in attendance at the September 10, 2007 meeting. Bragg made a motion to table approval of the September 10, 2007 meeting minutes until the March 10, 2008 meeting. Shafer seconded. Ayes: all. Nays: none. Motion carried.



**E. CITY ADMINISTRATOR'S REPORT**

City Administrator Gunn presented a copy of the Community Development projects currently underway. She further advised that the City was monitoring legislation regarding LB 840 (Economic Development Programs) and Tax Increment Financing (TIF) in hopes that any changes in legislation would be beneficial to the City.

**F. SARPY COUNTY ECONOMIC DEVELOPMENT CORPORATION REPORT**

John Yochum from Sarpy County Economic Development Corporation (SCEDC) presented and reviewed the SCEDC 3<sup>rd</sup> Quarter Report.

**G. ECONOMIC DEVELOPMENT PROGRAM REVIEW**

Gunn advised that in accordance with the Master Development Agreement and related documents, a \$3,000,000 grant disbursement was made to John Q. Hammons on October 2, 2007. The Mayor and Council also have approved \$4,858,126.40 in construction loan disbursements to date. The City will collect the first quarterly interest payment from John Q. Hammons in January 2008.

No new applications have been made to the Economic Development Program.

**COMMENTS FROM THE FLOOR**

There were no comments from the floor.

**COMMENTS FROM THE COMMITTEE**

There were no further comments from the Committee.

At 7:45 p.m. Chairman Shafer adjourned the meeting.

Respectfully Submitted by:

Paula Bragg  
Secretary

**CITIZEN ADVISORY REVIEW COMMITTEE  
MEETING  
March 10, 2008**

A regular meeting of the Citizen Advisory Review Committee of the City of La Vista, Nebraska was convened in open and public session at 7:05 p.m. on March 10, 2008, in the Harold "Andy" Anderson Council Chamber at City Hall. Present were Committee members Burns, Kellner and Shafer. Placzek was absent. Also in attendance was Assistant City Administrator Ramirez.

A notice of the meeting was given in advance thereof by publishing in the Papillion Times on February 28, 2008. Notice was simultaneously given to all members of the Citizen Advisory Review Committee and a copy of the acknowledgement of the receipt of notice is attached to the minutes. Availability of the agenda was communicated to the Citizen Advisory Review Committee 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 within 10 days after said meeting and prior to the next convened meeting of said body.

Chairman Shafer called the meeting of the Citizen Advisory Review Committee to order at 7:05 p.m.

**A. OPEN MEETINGS ACT STATEMENT**

Chairman Shafer acknowledged the Open Meetings Act statement as printed on the Agenda.

**B. EMERGENCY PROCEDURES STATEMENT**

Chairman Shafer acknowledged the Emergency Procedures statement as printed on the Agenda.

**C. ELECTION OF OFFICERS**

The Committee's operating procedures require the annual election of a Chairperson, Vice-Chairperson, and Secretary. It was noted that Paula Bragg, who served as Secretary of the Committee during the past year, has moved outside of the City limits and can no longer be a member of the Committee. Kellner made a motion that Shafer remain as Chairman, Kellner remain as Vice-Chairman, and Burns be elected to serve as Secretary. Seconded by Burns. Ayes: All. Nays: None. Motion carried.

**D. APPROVAL OF THE AGENDA**

Burns made a motion to approve the Agenda as presented. Kellner seconded. Ayes: all. Nays: none. Motion carried.

**E. APPROVAL OF MINUTES OF SEPTEMBER 10, 2007 & DECEMBER 10, 2007**

Bragg made a motion to approve the September 10, 2007 and December 10, 2007 meeting minutes as presented. Burns seconded. Ayes: all. Nays: none. Motion carried.

**F. CITY ADMINISTRATOR'S REPORT**

Assistant City Administrator Ramirez presented a copy of the Community Development projects currently underway and discussed those projects with the Committee.

**G. SARPY COUNTY ECONOMIC DEVELOPMENT CORPORATION REPORT**

John Yochum from Sarpy County Economic Development Corporation (SCEDC) presented and reviewed the SCEDC 4th Quarter Report.

**H. ECONOMIC DEVELOPMENT PROGRAM REVIEW**

Ramirez presented a draft of the bi-annual Economic Development Program Report for the Committee's consideration. The report indicates that the FY 08 budget includes \$246,052.23 in construction loan revenue and \$1,094,519.81 in debt service payment associated with the JQH Hotel/Conference Center project.

No new applications have been made to the Economic Development Program.

**COMMENTS FROM THE FLOOR**

There were no comments from the floor.

**COMMENTS FROM THE COMMITTEE**

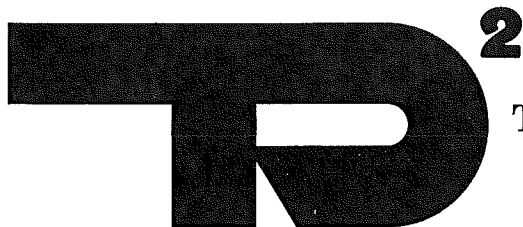
There were no further comments from the Committee.

At 7:45 p.m. Chairman Shafer adjourned the meeting.

Respectfully Submitted by:

Rick Burns  
Secretary





**THOMPSON, DREESSEN & DORNER, INC.**  
**Consulting Engineers & Land Surveyors**

March 24, 2008

Mr. Joe Soucie  
Public Works Director  
City of La Vista  
8116 Park View Boulevard  
La Vista, NE 68128

RE: Keystone Trail-La Vista Link  
Pay Request No. 6 for Engineering Services  
Invoice No. 82966  
TD² File No. 171-254.25

Joe:

Please find herewith Invoice No. 82966 in the amount of \$1,893.58. We are sending this invoice to you rather than City Hall since this should be reimbursed under your agreement with the NDOR for this project. Attached to the invoice is an itemization of the services and a progress report required by our Consultant Agreement with the City for this project.

Please let me know if we need to provide further information.

Submitted by,

THOMPSON, DREESSEN & DORNER, INC.

John M. Kottmann, P.E.

JMK/jlf

Enclosure

cc: File

|                                    |                            |
|------------------------------------|----------------------------|
| ROBERT E. DREESSEN, P.E.           | TIMOTHY T. PAPSTEIN, P.E.  |
| NELSON J. HYMANS, P.E.             | MICHAEL J. SMITH, L.S.     |
| JAMES D. WARNER, L.S.              | TROY J. NISSEN, P.E., S.E. |
| CHARLES E. RIGGS, P.E.             | DOUGLAS E. KELLNER, P.E.   |
| KA "KIP" P. SQUIRE III, P.E., S.E. | GARY A. NORTON, P.E.       |
| JOHN M. KOTTMANN, P.E.             | BRIAN L. LODES, P.E.       |
| ARTHUR D. BECCARD, P.E.            | KURTIS L. ROHN, P.E.       |
| DOUGLAS S. DREESSEN, P.E.          | JEFFREY L. THOMPSON, P.E.  |
| DEAN A. JAEGER, P.E.               | DAREN A. KONDA, P.E.       |
| RICHARD M. BROYLES, L.S.           | MICHAEL T. CANIGLIA, L.S.  |
| DAVID H. NEEF, L.S.                | JEREMY T. STEENHOEK, P.E.  |
| RONALD M. KOENIG, L.S.             | JOSHUA J. STORM, P.E.      |
| CHRIS E. DORNER, L.S.              |                            |

OK for payment  
3-26-08 JS

05.71.0816.02

KEYSTONE TRAIL - LA VISTA LINK  
 PAYMENT REQUEST NO. 6 ITEMIZATION  
 INVOICE NO. 82966

**Labor**

| Name & Title                                 | Title                    | Hours | Actual<br>Rate/Hr. | Cost       |
|--|--------------------------|-------|--------------------|------------|
| John M. Kottmann                             | Senior Engineer          | 2.25  | \$40.24            | \$90.54    |
| Brian Lodes                                  | Staff Engineer           | 5.5   | \$24.52            | \$134.86   |
| Roger Meyer                                  | Sr. CADD Tech w/Eqpt.    | 12.5  | \$24.20            | \$302.50   |
| Michael Smith                                | Registered Land Surveyor | 0     | \$27.31            | \$0.00     |
| David Pearson                                | Survey Party Chief       | 0     | \$15.00            | \$0.00     |
| Brian Morgan                                 | Survey Technician        | 0     | \$13.00            | \$0.00     |
| Michael Skiles                               | Survey CADD Tech w/Eqpt. | 0     | \$17.00            | \$0.00     |
| Barb Mazurak                                 | Clerical                 | 1.5   | \$19.15            | \$28.73    |
| Sub-Total                                    |                          |       |                    | \$556.63   |
| Direct Labor Subtotal                        |                          |       |                    | \$556.63   |
| Overhead @ 166%                              |                          |       |                    | \$924.00   |
| Sub-Total Labor & Overhead                   |                          |       |                    | \$1,480.62 |
| Profit, 10% of Subtotal for Labor & Overhead |                          |       |                    | \$148.06   |
| Total Labor, Overhead & Profit               |                          |       |                    | \$1,628.68 |

**Other Direct Costs**

Reimbursable Expenses

|                             |          |
|-----------------------------|----------|
| Reproduction Services       | \$252.00 |
| Mileage                     | \$12.90  |
| Data Collection Eqpt.       | \$0.00   |
| Sub-Total for Reimbursables | \$264.90 |

**Total Estimated Professional Fees** \$1,893.58

KEYSTONE TRAIL-LA VISTA LINK  
PROJECT NO. ENH-77(50)  
CONTROL NO. 22251  
CONSULTANT AGREEMENT  
PAY REQUEST NO. 6  
PROGRESS REPORT

|   |      |
|---|------|
| Environmental Reviews                   | 90%  |
| Topo. Survey, ROW & Utility Information | 100% |
| Preliminary Design                      | 100% |
| Final Design                            | 0%   |
| Final P, S & E                          | 0%   |
| Bidding Phase                           | 0%   |



Thompson, Dreessen & Dorner, Inc.  
Consulting Engineers & Land Surveyors  
10836 Old Mill Road  
Omaha, NE 68154

Invoice

CITY OF La VISTA  
8116 PARKVIEW BOULEVARD  
LA VISTA, NE 68128

March 24, 2008  
Project No: 0171-254  
Invoice No: 82966

Project 0171-254 BIG PAPIO TRAIL CONNECTION PO# 08-0085  
Professional Services from February 4, 2008 to March 2, 2008

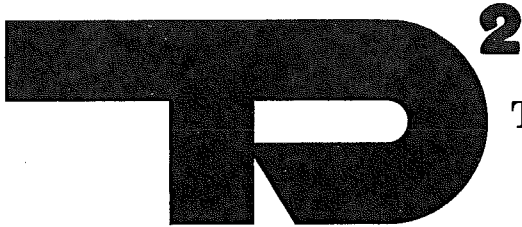
Payment Request No. 6 per Attached Documentation

Total this Invoice \$1,893.58

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.

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**THOMPSON, DREESSEN & DORNER, INC.**  
**Consulting Engineers & Land Surveyors**

February 29, 2008

Mr. Joe Soucie  
Public Works Director  
City of La Vista  
8116 Park View Boulevard  
La Vista, NE 68128

ROBERT E. DREESSEN, P.E.  
NELSON J. HYMANS, P.E.  
JAMES D. WARNER, L.S.  
CHARLES E. RIGGS, P.E.  
KA "KIP" P. SQUIRE III, P.E., S.E.  
JOHN M. KOTTMANN, P.E.  
ARTHUR D. BECCARD, P.E.  
DOUGLAS S. DREESSEN, P.E.  
DEAN A. JAEGER, P.E.  
RICHARD M. BROYLES, L.S.  
DAVID H. NEEF, L.S.  
RONALD M. KOENIG, L.S.  
CHRIS E. DORNER, L.S.

TIMOTHY T. PAPSTEIN, P.E.  
MICHAEL J. SMITH, L.S.  
TROY J. NISSEN, P.E., S.E.  
DOUGLAS E. KELLNER, P.E.  
GARY A. NORTON, P.E.  
BRIAN L. LODES, P.E.  
KURTIS L. ROHN, P.E.  
JEFFREY L. THOMPSON, P.E.  
DAREN A. KONDA, P.E.  
MICHAEL T. CANIGLIA, L.S.  
JEREMY T. STEENHOEK, P.E.  
JOSHUA J. STORM, P.E.

RE: Keystone Trail-La Vista Link  
Wetland / Waterway Delineation  
Hayes Environmental Invoice No. 28-3424-1  
TD<sup>2</sup> File No. 171-254.22

Joe:

As you probably know, various environmental assessments were required for this project. We met with the Corps of Engineers representative last fall who advised us to have a delineation of wetlands and waterways along the proposed trail route performed by a qualified environmental consultant. We engaged the services of Hayes Environmental to perform this work. The work was satisfactorily performed. Enclosed is their invoice.

We contacted Mark Jobman, the Project Coordinator at Sinclair Hille, to find out how to address this cost. Please find herewith a copy of his e-mail message. It indicates that the City is to pay the invoice and then seek 70 percent reimbursement from the Transportation Enhancement Program. They will not, however, increase the project funding.

We recommend that payment be made to Hayes Environmental, L.L.C. in the amount of \$3,200.00.

Please let me know if we need to provide further information.

Submitted by,

THOMPSON, DREESSEN & DORNER, INC.

John M. Kottmann, P.E.

JMK/jlf

Enclosure

cc: File

OK for payment  
3-26-08 JS  
05,71, 08/16.02



# HAYES Environmental L.L.C.

Consulting Environmentalists

## INVOICE

Invoice No.: 28-3424-1

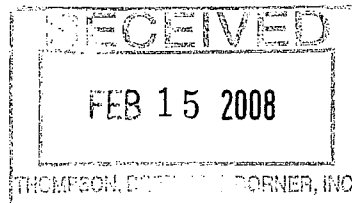
Invoice Date: 11 February 2008

Project No.: 34-024-07

Billing Period: Sept/Oct 2007

Client: Mr. Brian Lodes  
TD2  
10836 Old Mill Road  
Omaha NE 68154

Project: La Vista Trail



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### Professional environmental services:

Wetland/Waterway Delineation and Report.  
25 Sept 2007 – field investigation and boundaries set  
12 Oct 2007 – Three copies of Report del'd to TD2

Total Amount Due

**\$3200.00**

Please remit to

HAYES Environmental LLC  
Attn: Trilety Wade  
2812 North Main  
Elkhorn NE 68022-3349

Thank you.

| BANK NO | BANK NAME                  | CHECK NO | DATE      | VENDOR NO | VENDOR NAME                    | CHECK AMOUNT | CLEARED | VOIDED | MANUAL     |
|---------|----------------------------|----------|-----------|-----------|--------------------------------|--------------|---------|--------|------------|
| -----   |                            |          |           |           |                                |              |         |        |            |
| 1       | Bank of Nebraska (600-873) |          |           |           |                                |              |         |        |            |
|         |                            | 45930    |           |           | Payroll Check                  |              |         |        |            |
|         |                            | 45931    |           |           | Gap in Checks                  |              |         |        |            |
| Thru    |                            | 92209    |           |           |                                |              |         |        |            |
|         |                            | 92210    | 3/19/2008 | 1194      | QUALITY BRANDS OF OMAHA        | 344.90       |         |        | **MANUAL** |
|         |                            | 92211    | 3/19/2008 | 1270      | PREMIER-MIDWEST BEVERAGE CO    | 69.40        |         |        | **MANUAL** |
|         |                            | 92212    | 3/19/2008 | 615       | MILLER BRANDS OF OMAHA INC     | 214.00       |         |        | **MANUAL** |
|         |                            | 92213    | 3/19/2008 | 143       | THOMPSON DREESSEN & DORNER     | 4,756.18     |         |        | **MANUAL** |
|         |                            | 92214    | 3/19/2008 | 3718      | SUN LIFE & HEALTH INSURANCE CO | 1,686.24     |         |        | **MANUAL** |
|         |                            | 92215    | 3/19/2008 | 3702      | LAUGHLIN, KATHLEEN A, TRUSTEE  | 372.00       |         |        | **MANUAL** |
|         |                            | 92216    | 4/01/2008 | 1121      | A ADVERTISING & SUPPLY         | 442.00       |         |        |            |
|         |                            | 92217    | 4/01/2008 | 2309      | A TO Z TINTING INCORPORATED    | 100.00       |         |        |            |
|         |                            | 92218    | 4/01/2008 | 2868      | AIR POWER OF NEBRASKA          | 103.90       |         |        |            |
|         |                            | 92219    | 4/01/2008 | 2723      | AKSARBEN GARAGE DOOR SVCS INC  | 200.00       |         |        |            |
|         |                            | 92220    | 4/01/2008 | 571       | ALAMAR UNIFORMS                | 20.00        |         |        |            |
|         |                            | 92221    | 4/01/2008 | 81        | AMSAN                          | 523.79       |         |        |            |
|         |                            | 92222    | 4/01/2008 | 3731      | APPLIED CONTROLS EQUIPMENT     | 341.37       |         |        |            |
|         |                            | 92223    | 4/01/2008 | 196       | AQUILA                         | 21.29        |         |        |            |
|         |                            | 92224    | 4/01/2008 | 536       | ARAMARK UNIFORM SERVICES INC   | 240.00       |         |        |            |
|         |                            | 92225    | 4/01/2008 | 1678      | ASPEN EQUIPMENT COMPANY        | 85.00        |         |        |            |
|         |                            | 92226    | 4/01/2008 | 706       | ASSOCIATED FIRE PROTECTION     | 305.00       |         |        |            |
|         |                            | 92227    | 4/01/2008 | 201       | BAKER & TAYLOR BOOKS           | 726.75       |         |        |            |
|         |                            | 92228    | 4/01/2008 | 3875      | BAKER, MARCUS                  | 100.00       |         |        |            |
|         |                            | 92229    | 4/01/2008 | 929       | BEACON BUILDING SERVICES       | 6,737.00     |         |        |            |
|         |                            | 92230    | 4/01/2008 | 3774      | BENSON RECORDS MANAGEMENT CTR  | 50.78        |         |        |            |
|         |                            | 92231    | 4/01/2008 | 410       | BETTER BUSINESS EQUIPMENT      | 37.00        |         |        |            |
|         |                            | 92232    | 4/01/2008 | 3448      | BIRCH, ANN                     | 50.00        |         |        |            |
|         |                            | 92233    | 4/01/2008 | 117       | BRODART                        | 618.13       |         |        |            |
|         |                            | 92234    | 4/01/2008 | 1809      | BROWNELLS INC                  | 98.78        |         |        |            |
|         |                            | 92235    | 4/01/2008 | 3703      | BUETHE, PAM                    | 100.00       |         |        |            |
|         |                            | 92236    | 4/01/2008 | 3760      | BUETHE, PAM                    | 263.00       |         |        |            |
|         |                            | 92237    | 4/01/2008 | 76        | BUILDERS SUPPLY CO INC         | 856.03       |         |        |            |
|         |                            | 92238    | 4/01/2008 | 1294      | CAPSTONE PRESS INCORPORATED    | 1,825.50     |         |        |            |
|         |                            | 92239    | 4/01/2008 | 3927      | CIRCO, MICHAEL J               | 136.35       |         |        |            |
|         |                            | 92240    | 4/01/2008 | 3176      | COMP CHOICE INC                | 419.50       |         |        |            |
|         |                            | 92241    | 4/01/2008 | 468       | CONTROL MASTERS INCORPORATED   | 516.52       |         |        |            |
|         |                            | 92242    | 4/01/2008 | 3706      | CORBIT, JEFF                   | 100.00       |         |        |            |
|         |                            | 92243    | 4/01/2008 | 3933      | CORNHUSKER MOTOR LINES         | 35.00        |         |        |            |
|         |                            | 92244    | 4/01/2008 | 1676      | CRANE, RAY                     | 35.00        |         |        |            |
|         |                            | 92245    | 4/01/2008 | 3136      | D & D COMMUNICATIONS           | 658.32       |         |        |            |
|         |                            | 92246    | 4/01/2008 | 127       | DON'S PIONEER UNIFORMS         | 256.55       |         |        |            |
|         |                            | 92247    | 4/01/2008 | 364       | DULTMEIER SALES & SERVICE      | 100.53       |         |        |            |
|         |                            | 92248    | 4/01/2008 | 3084      | EBSCO SUBSCRIPTION SERVICES    | 63.53        |         |        |            |
|         |                            | 92249    | 4/01/2008 | 1042      | ED M. FELD EQUIPMENT           | 710.00       |         |        |            |
|         |                            | 92250    | 4/01/2008 | 3334      | EDGEWEAR SCREEN PRINTING       | 521.90       |         |        |            |
|         |                            | 92251    | 4/01/2008 | 3251      | ENSLOW PUBLISHERS INC          | 49.90        |         |        |            |
|         |                            | 92252    | 4/01/2008 | 2098      | ERICKSON, RANDALL              | 100.00       |         |        |            |
|         |                            | 92253    | 4/01/2008 | 3463      | FARQUHAR, MIKE                 | 100.00       |         |        |            |

## ACCOUNTS PAYABLE CHECK REGISTER

| BANK NO<br>CHECK NO | BANK NAME<br>DATE | VENDOR NO | VENDOR NAME                    | CHECK AMOUNT | CLEARED     | VOIDED     | MANUAL |
|---------------------|-------------------|-----------|--------------------------------|--------------|-------------|------------|--------|
| 92254               | 4/01/2008         | 3159      | FASTENAL COMPANY               | 232.67       |             |            |        |
| 92255               | 4/01/2008         | 3460      | FEDEX                          | 108.29       |             |            |        |
| 92256               | 4/01/2008         | 142       | FITZGERALD SCHORR BARMETTLER   | 28,397.72    |             |            |        |
| 92257               | 4/01/2008         | 3756      | FROEHLICH, RORY                | 188.00       |             |            |        |
| 92258               | 4/01/2008         | 1161      | GALL'S INCORPORATED            | .00          | **CLEARED** | **VOIDED** |        |
| 92259               | 4/01/2008         | 1161      | GALL'S INCORPORATED            | 460.73       |             |            |        |
| 92260               | 4/01/2008         | 3271      | GLENDALE PARADE STORE          | 31.50        |             |            |        |
| 92261               | 4/01/2008         | 3157      | GLS SALES INC                  | 81.50        |             |            |        |
| 92262               | 4/01/2008         | 35        | GOLDMAN, JOHN G                | 40.00        |             |            |        |
| 92263               | 4/01/2008         | 164       | GRAINGER                       | 17.64        |             |            |        |
| 92264               | 4/01/2008         | 285       | GRAYBAR ELECTRIC COMPANY INC   | 558.06       |             |            |        |
| 92265               | 4/01/2008         | 2062      | GREAT WESTERN BANK             | 500.00       |             |            |        |
| 92266               | 4/01/2008         | 3473      | GUNN, BRENDA S                 | 300.00       |             |            |        |
| 92267               | 4/01/2008         | 3742      | HALPAIN, LEAH                  | 48.75        |             |            |        |
| 92268               | 4/01/2008         | 1688      | HANNEBAUM GRAIN CO INC         | 5,643.85     |             |            |        |
| 92269               | 4/01/2008         | 1744      | HEARTLAND AWARDS               | 50.35        |             |            |        |
| 92270               | 4/01/2008         | 1167      | HEIMAN FIRE EQUIPMENT INC      | 1,121.31     |             |            |        |
| 92271               | 4/01/2008         | 1403      | HELGET GAS PRODUCTS INC        | 73.00        |             |            |        |
| 92272               | 4/01/2008         | 630       | HOCKENBERGS                    | 1,383.80     |             |            |        |
| 92273               | 4/01/2008         | 1612      | HY-VEE FOOD STORES & DRUGTOWN  | 214.33       |             |            |        |
| 92274               | 4/01/2008         | 2296      | IOWA STATE UNIVERSITY, TREAS   | 62.10        |             |            |        |
| 92275               | 4/01/2008         | 2534      | IWAN, ROSE                     | 45.00        |             |            |        |
| 92276               | 4/01/2008         | 2554      | IWAN, ROSE                     | 384.00       |             |            |        |
| 92277               | 4/01/2008         | 1896      | J Q OFFICE EQUIPMENT INC       | 434.69       |             |            |        |
| 92278               | 4/01/2008         | 788       | KINDIG, DOUGLAS                | 40.00        |             |            |        |
| 92279               | 4/01/2008         | 3474      | KINDIG, DOUGLAS                | 150.00       |             |            |        |
| 92280               | 4/01/2008         | 1054      | KLINKER, MARK A                | 200.00       |             |            |        |
| 92281               | 4/01/2008         | 2394      | KRIHA FLUID POWER CO INC       | 63.52        |             |            |        |
| 92282               | 4/01/2008         | 2057      | LA VISTA COMMUNITY FOUNDATION  | 247.00       |             |            |        |
| 92283               | 4/01/2008         | 927       | LANGLEY ANIMAL HOSPITAL        | 14.00        |             |            |        |
| 92284               | 4/01/2008         | 231       | LEAGUE OF NEBRASKA MUNICIPA-   | 664.00       |             |            |        |
| 92285               | 4/01/2008         | 787       | LERNER PUBLISHING GROUP        | 391.88       |             |            |        |
| 92286               | 4/01/2008         | 1288      | LIFE ASSIST                    | 767.13       |             |            |        |
| 92287               | 4/01/2008         | 877       | LINWELD                        | 572.07       |             |            |        |
| 92288               | 4/01/2008         | 2124      | LUKASIEWICZ, BRIAN             | 40.00        |             |            |        |
| 92289               | 4/01/2008         | 3531      | LUPOMECH, CATHY                | 417.96       |             |            |        |
| 92290               | 4/01/2008         | 1084      | MASA                           | 2,360.73     |             |            |        |
| 92291               | 4/01/2008         | 3932      | MATAI 2008 CONFERENCE          | 500.00       |             |            |        |
| 92292               | 4/01/2008         | 3624      | MC DONALD AND ASSOCIATES       | 50.00        |             |            |        |
| 92293               | 4/01/2008         | 3929      | MCKEIGHAN, LORI                | 6.99         |             |            |        |
| 92294               | 4/01/2008         | 3061      | MES-MIDAM                      | 3,508.56     |             |            |        |
| 92295               | 4/01/2008         | 3468      | METAL SUPERMARKETS-OMAHA       | 158.08       |             |            |        |
| 92296               | 4/01/2008         | 153       | METRO AREA TRANSIT             | 594.00       |             |            |        |
| 92297               | 4/01/2008         | 553       | METROPOLITAN UTILITIES DIST.   | .00          | **CLEARED** | **VOIDED** |        |
| 92298               | 4/01/2008         | 553       | METROPOLITAN UTILITIES DIST.   | 651.69       |             |            |        |
| 92299               | 4/01/2008         | 98        | MICHAEL TODD AND COMPANY INC   | 1,258.32     |             |            |        |
| 92300               | 4/01/2008         | 2497      | MID AMERICA PAY PHONES         | 100.00       |             |            |        |
| 92301               | 4/01/2008         | 3126      | MID-AMERICA COCA-COLA BOTTLING | 240.20       |             |            |        |
| 92302               | 4/01/2008         | 2299      | MIDWEST TAPE                   | 6.99         |             |            |        |
| 92303               | 4/01/2008         | 346       | MOBILE COMMUNICATIONS INC      | 463.25       |             |            |        |
| 92304               | 4/01/2008         | 2382      | MONARCH OIL INC                | 411.00       |             |            |        |
| 92305               | 4/01/2008         | 714       | NATIONAL ENTERTAINMENT         | 337.23       |             |            |        |
| 92306               | 4/01/2008         | 1071      | NE DEPT OF LABOR               | 144.00       |             |            |        |



## ACCOUNTS PAYABLE CHECK REGISTER

| BANK NO     | BANK NAME | CHECK NO | DATE                           | VENDOR NO | VENDOR NAME | CHECK AMOUNT | CLEARED    | VOIDED | MANUAL |
|-------------|-----------|----------|--------------------------------|-----------|-------------|--------------|------------|--------|--------|
| 92307       | 4/01/2008 | 954      | NE HHS REGULATION/LICENSURE    |           | 40.00       |              |            |        |        |
| 92308       | 4/01/2008 | 2631     | NEXTEL COMMUNICATIONS          |           | 470.66      |              |            |        |        |
| 92309       | 4/01/2008 | 408      | NOBBIES INC                    |           | 21.43       |              |            |        |        |
| 92310       | 4/01/2008 | 1014     | OFFICE DEPOT INC-CINCINNATI    |           | .00         | **CLEARED**  | **VOIDED** |        |        |
| 92311       | 4/01/2008 | 1014     | OFFICE DEPOT INC-CINCINNATI    |           | 452.97      |              |            |        |        |
| 92312       | 4/01/2008 | 195      | OMAHA PUBLIC POWER DISTRICT    |           | 68.29       |              |            |        |        |
| 92313       | 4/01/2008 | 46       | OMAHA WORLD HERALD COMPANY     |           | 189.28      |              |            |        |        |
| 92314       | 4/01/2008 | 2686     | PARAMOUNT LINEN & UNIFORM      |           | 156.08      |              |            |        |        |
| 92315       | 4/01/2008 | 1769     | PAYLESS OFFICE PRODUCTS INC    |           | 99.82       |              |            |        |        |
| 92316       | 4/01/2008 | 709      | PEPSI COLA COMPANY             |           | 729.41      |              |            |        |        |
| 92317       | 4/01/2008 | 1821     | PETTY CASH-PAM BUETHE          |           | 115.51      |              |            |        |        |
| 92318       | 4/01/2008 | 1821     | PETTY CASH-PAM BUETHE          |           | 207.09      |              |            |        |        |
| 92319       | 4/01/2008 | 74       | PITNEY BOWES INC-KY            |           | .00         | **CLEARED**  | **VOIDED** |        |        |
| 92320       | 4/01/2008 | 74       | PITNEY BOWES INC-KY            |           | 305.48      |              |            |        |        |
| 92321       | 4/01/2008 | 159      | PRECISION INDUSTRIES INC       |           | 614.41      |              |            |        |        |
| 92322       | 4/01/2008 | 1921     | PRINCIPAL LIFE-FLEX SPENDING   |           | 153.00      |              |            |        |        |
| 92323       | 4/01/2008 | 3763     | QUEDENSLEY, BRAD               |           | 188.00      |              |            |        |        |
| 92324       | 4/01/2008 | 802      | QUILL CORPORATION              |           | 171.70      |              |            |        |        |
| 92325       | 4/01/2008 | 219      | QWEST                          |           | 2,335.41    |              |            |        |        |
| 92326       | 4/01/2008 | 3120     | RACOM CORPORATION              |           | 324.93      |              |            |        |        |
| 92327       | 4/01/2008 | 1828     | RAMIREZ, RITA                  |           | 75.00       |              |            |        |        |
| 92328       | 4/01/2008 | 281      | RAY ALLEN MANUFACTURING CO INC |           | 38.40       |              |            |        |        |
| 92329       | 4/01/2008 | 1063     | ROSE EQUIPMENT INCORPORATED    |           | 488.11      |              |            |        |        |
| 92330       | 4/01/2008 | 487      | SAPP BROS PETROLEUM INC        |           | .00         | **CLEARED**  | **VOIDED** |        |        |
| 92331       | 4/01/2008 | 487      | SAPP BROS PETROLEUM INC        |           | 1,103.75    |              |            |        |        |
| 92332       | 4/01/2008 | 2240     | SARPY COUNTY COURTHOUSE        |           | 3,234.94    |              |            |        |        |
| 92333       | 4/01/2008 | 532      | SARPY COUNTY ECONOMIC DEV.CORP |           | 180.00      |              |            |        |        |
| 92334       | 4/01/2008 | 503      | SCHOLASTIC LIBRARY PUBLISHING  |           | 24.05       |              |            |        |        |
| 92335       | 4/01/2008 | 461      | SIMPLEX GRINNELL LP            |           | 1,235.30    |              |            |        |        |
| 92336       | 4/01/2008 | 3707     | SMITH, MELANIE                 |           | 100.00      |              |            |        |        |
| 92337       | 4/01/2008 | 533      | SOUCIE, JOSEPH H JR            |           | 30.00       |              |            |        |        |
| 92338       | 4/01/2008 | 3069     | STATE STEEL OF OMAHA           |           | 114.80      |              |            |        |        |
| 92339       | 4/01/2008 | 659      | SUMMER KITCHEN CAFE INC        |           | 94.80       |              |            |        |        |
| 92340       | 4/01/2008 | 3718     | SUN LIFE & HEALTH INSURANCE CO |           | 1,666.02    |              |            |        |        |
| 92341       | 4/01/2008 | 913      | TARGET BANK                    |           | 17.45       |              |            |        |        |
| 92342       | 4/01/2008 | 3912     | TERRITORIAL SUPPLIES INC       |           | 2,671.50    |              |            |        |        |
| 92343       | 4/01/2008 | 3518     | THOMAS KLISE/CRIMSON MULTI-    |           | 197.84      |              |            |        |        |
| 92344       | 4/01/2008 | 167      | U S ASPHALT COMPANY            |           | 603.42      |              |            |        |        |
| 92345       | 4/01/2008 | 3812     | UHL, RICHARD                   |           | 58.15       |              |            |        |        |
| 92346       | 4/01/2008 | 809      | VERIZON WIRELESS, BELLEVUE     |           | 35.50       |              |            |        |        |
| 92347       | 4/01/2008 | 3690     | VIERS, STEVE                   |           | 100.00      |              |            |        |        |
| 92348       | 4/01/2008 | 1174     | WAL-MART COMMUNITY BRC         |           | 655.93      |              |            |        |        |
| 92349       | 4/01/2008 | 3150     | WHITE CAP CONSTRUCTION SUPPLY  |           | 32.40       |              |            |        |        |
| 92350       | 4/01/2008 | 968      | WICK'S STERLING TRUCKS INC     |           | 68.11       |              |            |        |        |
| 92351       | 4/01/2008 | 3497     | WITMER ASSOCIATES INC          |           | 195.67      |              |            |        |        |
| 92352       | 4/01/2008 | 3788     | WITT, ROB                      |           | 188.00      |              |            |        |        |
| 92353       | 4/01/2008 | 2896     | WOOD, BRAD                     |           | 128.00      |              |            |        |        |
| 92354       | 4/01/2008 | 1475     | WOODHAVEN COUNSELING ASSOCS    |           | 300.00      |              |            |        |        |
| BANK TOTAL  |           |          |                                |           |             | 100,107.64   |            |        |        |
| OUTSTANDING |           |          |                                |           |             | 100,107.64   |            |        |        |
| CLEARED     |           |          |                                |           |             | .00          |            |        |        |
| VOIDED      |           |          |                                |           |             | .00          |            |        |        |

| BANK NO                 | BANK NAME                 |           |             |                            |         |        |        |
|-------------------------|---------------------------|-----------|-------------|----------------------------|---------|--------|--------|
| CHECK NO                | DATE                      | VENDOR NO | VENDOR NAME | CHECK AMOUNT               | CLEARED | VOIDED | MANUAL |
| FUND                    |                           | TOTAL     |             | OUTSTANDING                | CLEARED | VOIDED |        |
| 01                      | GENERAL FUND              | 61,244.70 |             | 61,244.70                  | .00     | .00    |        |
| 02                      | SEWER FUND                | 9,048.38  |             | 9,048.38                   | .00     | .00    |        |
| 04                      | BOND(S) DEBT SERVICE FUND | 500.00    |             | 500.00                     | .00     | .00    |        |
| 05                      | CONSTRUCTION              | 5,007.18  |             | 5,007.18                   | .00     | .00    |        |
| 09                      | GOLF COURSE FUND          | 6,407.45  |             | 6,407.45                   | .00     | .00    |        |
| 14                      | ECONOMIC DEVELOPMENT      | 17,884.23 |             | 17,884.23                  | .00     | .00    |        |
| 15                      | OFF-STREET PARKING        | 15.70     |             | 15.70                      | .00     | .00    |        |
| REPORT TOTAL            |                           |           |             | 100,107.64                 |         |        |        |
| OUTSTANDING             |                           |           |             | 100,107.64                 |         |        |        |
| CLEARED                 |                           |           |             | .00                        |         |        |        |
| VOIDED                  |                           |           |             | .00                        |         |        |        |
| + Gross Payroll 3/21/08 |                           |           |             | <u>180,285.03</u>          |         |        |        |
| GRAND TOTAL             |                           |           |             | <u><u>\$280.392.67</u></u> |         |        |        |

APPROVED BY COUNCIL MEMBERS 4/1/08

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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  
APRIL 1, 2008 AGENDA**

| <b>Subject:</b>  | <b>Type:</b>                              | <b>Submitted By:</b>                   |
|--|---|--|
| AUTHORIZE ADVERTISEMENT FOR<br>REQUEST FOR PROPOSALS —<br>ANNUAL FINANCIAL AUDIT | ◆ RESOLUTION<br>ORDINANCE<br>RECEIVE/FILE | SHEILA A. LINDBERG<br>FINANCE DIRECTOR |

**SYNOPSIS**

A resolution has been prepared authorizing a Request for Proposals (RFP) for the Annual Financial Statements for the City, Annual Financial Audit for the City and the Quarterly and Annual Keno Audit.

**FISCAL IMPACT**

N/A.

**RECOMMENDATION**

Approval.

**BACKGROUND**

Orizon has been the City's Auditors since the fiscal year 2005. The City has just concluded a three-year audit contract with Orizon, which was awarded in 2005. While the City has been satisfied with Orizon, best audit practice recommends that a City go out to bid every three or four years.

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

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE ADVERTISEMENT OF REQUEST FOR PROPOSALS FOR AUDIT SERVICES.

WHEREAS, the City has determined that it is desirable to take proposals for the City's Annual Financial Statements, the City's Annual Financial Audit and the City's Quarterly and Annual Keno Audit; and

WHEREAS, the Finance Director have prepared specifications for the request for proposals.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council hereby authorize the advertisement for request for proposals and the City Clerk is hereby authorized to advertise for the proposals in accordance with the specifications prepared by the Finance Director, and said sealed proposals are to be opened publicly at 12:00 p.m. May 16, 2008, at City Hall, 8116 Park View Boulevard, La Vista, Nebraska, 68128.

Publish Notice

April 10, 2008

Open Bids

May 16, 2008

City Council Award Contract

on or about June 3, 2008

PASSED AND APPROVED THIS 1<sup>ST</sup> DAY OF APRIL, 2008.

CITY OF LA VISTA

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

ATTEST:

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

**REQUEST FOR PROPOSALS**  
**ANNUAL FINANCIAL AUDIT**  
**CITY OF LA VISTA, NEBRASKA**

|                        |  |
|------------------------|--|
| Advertisement of Bids: | April 10, 2008   |
| Bid Opening:           | Friday, May 16, 2008<br>La Vista City Council Chambers<br>8116 Park View Boulevard<br>12:00 p.m. |
| Award of Contract:     | On or about June 3, 2008   |

Sealed proposals will be received until 12:00 p.m. local time on May 16, 2008, at the La Vista City Hall, 8116 Park View Boulevard, La Vista, Nebraska. Bids received after this time will not be accepted. This RFP is issued by the City of La Vista. All correspondence, questions and additional information regarding this RFP must be presented in writing and addressed City of La Vista, Attn: City Clerk Pam Buethe, 8116 Park View Boulevard, La Vista, Nebraska, 68128, or electronically to [pbuethe@ci.la-vista.ne.us](mailto:pbuethe@ci.la-vista.ne.us). Bids should be addressed as follows:

City of La Vista — **Sealed Proposal for Financial Audit**  
Attn: City Clerk  
8116 Park View Boulevard  
La Vista, NE 68128-2198

The City of La Vista reserves the right to reject any and all bids and to waive informalities or irregularities in the bidding or any bid, and at any time to negotiate with the various bidders or any of them when such is deemed by the City to be in its best interest. The right is also reserved to accept or reject any part of a bid.

As required by State law, the Bidder shall not discriminate against any employee or applicant for employment, to be employed in the performance of the work described herein, with respect to their hire, tenure, terms, conditions, or privileges of employment, based on their race color, religion, sex, disability, or national origin.

The City of La Vista is seeking a qualified firm(s) to submit proposals for:

1. City of La Vista Financial Statements.
2. City of La Vista Annual Financial Audit.
3. City of La Vista Quarterly and Annual Keno Audit.



Proposals will be accepted from a firm for any or all audits and/or financial statements. Each of the enumerated types of work must be separately priced.

Proposals will be accepted for more than one of the audits only if each audit is priced separately.

Proposals will be guaranteed through July 1, 2008.

This request for proposal is a request for personal services to be provided by the successful bidder; and none of the work shall be performed by any other person or entity pursuant to subcontract or any other arrangement. These specifications and the successful bidder's proposal shall be deemed to be and become a part of any contract entered between the successful bidder and City related to the subject matter hereof.

## 1. SPECIFIC REQUIREMENTS

1. The City of La Vista reserves the right to reject any and all proposals received.
2. Only proposals received at the location described and in the time frame given will be considered.
3. Original and one copy of the enclosed contract should be completed and manually signed by an authorized partner of the firm submitting the proposal, indicating the firm's agreement to be bound if any part of the work is awarded to the firm.
4. The audit should be in accordance with the following:

Generally accepted auditing standards

The standards for financial audits contained in Government Auditing Standards

The Single Audit Act of 1984

OMB Circular A-128

AICPA Audit Guide, Audits of State and Local Governments

GASB 34

All applicable laws, rules and regulations

5. The fees quoted in your proposal and included in the contract will be the maximum paid per hour and in total, unless an amendment to the contract is completed by both parties.

6. The audit reports should conform to any sample reports issued by the State Auditor's Office and/or any existing AICPA Audit Guides and the requirements of the Single Audit Act of 1984 and Office of Management and Budget (OMB) Circular A-128, Audits of State and Local Governments, and GASB 34.
7. The audit report should include a management letter, if appropriate, which includes recommendations affecting the financial statements, internal control, accounting systems and legality of actions.
8. Bound copies of the report, including the management letter, will be required to be typed and reproduced by the firm accepting the contract in a quantity sufficient to meet the needs of the City of La Vista. A minimum of twenty (20) copies of the annual audit will be required.

## II. DATA TO BE INCLUDED IN PROPOSAL

In order to simplify the review process and to obtain the maximum degree of comparability, it is requested that the proposals include the following items and be organized in a manner specified below.

### A. Letter of Transmittal

A letter of transmittal briefly outlining the proposer's understanding of the work and general information regarding the firm and individuals to be involved shall be submitted and should be no more than two pages. It should clearly set forth the local address of the office to be performing the work, the telephone number and the name of the contact person.

### B. Table of Contents

Include a table of contents which identifies the material by section, page number and a reference to the following information requested to be contained in the proposal.

### C. Profile of Firm Proposing

1. State whether the firm is a local, national or international firm and a brief description of the size of the firm.
2. State whether the firm is in compliance with the registration and permit requirements to engage in the practice of public accounting within the State of Nebraska.

3. Describe the local office from which the work is to be performed.
  - a. Location of office.
  - b. Current size of the office.
  - c. The size of professional staff by level, such as partner, manager, and supervisor, senior and other professional staff.
  - d. State the number of CPA's in the office.
4. Any other relevant information required to describe the office which will be performing the work.
5. Amount and type of professional liability insurance coverage the firm will maintain while the work is being performed. The firm agrees to provide City a certificate of said insurance upon request.

D. Qualifications

1. Describe the recent local office auditing experience in similar types of audits and financial statement preparation to which the proposal relates. If appropriate, include regional experience in auditing similar types of entities. Provide a list all state, municipal or other public bodies or agencies in Nebraska or Iowa for which you have performed similar work in the past three years, and for each entry, describe the work performed and contact person.
2. Include resumes and roles of all key professional members who will be assigned to the audit or financial statement preparation. Resumes should be included for all members of the audit team from the audit partner through at least the on-site in-charge accountant. The resumes should include:
  - a. The amount of experience the individual has had in the auditing profession and with the firm.
  - b. A summary of similar audits on which the individual has worked.
  - c. A summary of the continuing professional education the individual has had in state and local governmental accounting and auditing during the last two years.
  - d. A statement as to whether the individual is independent, as defined by applicable auditing standards.

3. Describe the firm's policy on notification of changes in key personnel anticipated to be assigned to the audit.
4. A listing of, or the number of, professionals in the local office who are experienced in state and local governmental auditing with whom the audit team may consult.
5. Briefly describe the firm's system of quality control to ensure that the audit is adequately performed.
6. State whether the firm is in compliance with the training and peer review requirements of the Government Auditing Standards.

E. Scope of Services and Proposed Project Schedule

Briefly describe your understanding of the scope of services to be provided.

Indicate a proposed time schedule for completing the work, assuming the contract will be issued on the date given in the cover letter. This proposal should include the approximate dates you would perform internal procedures, year end field work, office review and report preparation and the latest delivery date of the final report.

F. Fees and Compensation

Provide the following information:

1. Estimated total hours by staff classification
2. Estimated out-of-pocket expenses
3. The hourly rate by staff classification
4. The hourly rate for bookkeeping
5. The all-inclusive maximum fee and out-of-pocket expenses which will not be exceeded
6. The frequency and timing of your billing process.

### III. AWARD OF CONTRACT

Basis of Awarding a Contract. Proposals will be evaluated as to their content and any other information that the City considers relevant to these specifications or the work to be performed, including the City's assessment of the bidder's:

1. Compliance with this RFP
2. Professional Qualifications
3. Resources and Capacity to Timely and Competently Perform the Work
4. Past Involvement with Similar Projects
5. Fee Proposal/Structure



**CITY OF LA VISTA  
MAYOR AND CITY COUNCIL REPORT  
APRIL 1, 2008 AGENDA**

| <b>Subject:</b>  | <b>Type:</b>                              | <b>Submitted By:</b>     |
|--|---|--------------------------|
| INTERLOCAL COOPERATION<br>AGREEMENT —LEAGUE ASSOCIATION<br>OF RISK MANAGEMENT (LARM) | ◆ RESOLUTION<br>ORDINANCE<br>RECEIVE/FILE | PAM BUETHE<br>CITY CLERK |

**SYNOPSIS**

A resolution has been prepared to establish that La Vista will continue its participation in the League Association of Risk Management (LARM) the next three years and will agree to provide 180 days notice should it intend to end participation in 2011.

**FISCAL IMPACT**

The City's participation in LARM has allowed stabilization of property and casualty insurance rates as well as worker's compensation insurance rates. Establishment of a three-year commitment will also provide a 5% discount to La Vista on its current year premiums.

**RECOMMENDATION**

Approval.

**BACKGROUND**

The City has been a member of LARM, an insurance pool established under the Intergovernmental Risk Management Act, since 1995. La Vista continues to be satisfied with LARM services and premiums remain stable in comparison to the insurance industry in general.

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

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA RELATING TO THE TERM OF PARTICIPATION IN THE LEAGUE ASSOCIATION OF RISK MANAGEMENT.

WHEREAS the City of La Vista is a member of the League Association of Risk Management (LARM); and

WHEREAS, section 8.10 of the Interlocal Agreement for the Establishment and Operation of the League Association of Risk Management provides that a member may voluntarily terminate its participation in LARM by written notice of termination given to LARM and the Director of Insurance at least 90 days prior to the desired termination date and that members may agree to extend the required termination notice beyond 90 days in order to realize reduced excess coverage costs, stability of contribution rates, and efficiency in operation of LARM; and

WHEREAS, the Board of Directors of LARM has adopted a plan to provide contribution credits in consideration of certain agreements by members of LARM; and

WHEREAS, the Mayor and City Council have determined that it is in the best financial interest of the City to extend the term of agreement by three years and establish notice of termination terms in order to receive participation discounts.

NOW THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of La Vista, Nebraska, in consideration of the contribution credits provided under the LARM Board's plan, agrees to provide written notice of termination at least 180 days prior to the desired termination date, which date shall be no sooner than September 30, 2011, and hereby authorize the Mayor to execute the necessary agreements to implement the action authorized herein.

PASSED AND APPROVED THIS 1ST DAY OF APRIL 2008.

CITY OF LA VISTA

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

ATTEST:

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



3/11/2008

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

Dear Board or Council Members,

The LARM Board of Directors is offering two options for Members to modify their annual contributions in the upcoming 2008/2009 coverage year, **the Participation Discount Plan** and the **Installment Plan**.

Once again, Members are being given the opportunity to take a 5% discount by extending their membership to September 30, 2011. The Participation Discount plan is illustrated in the chart below:

**Participation Discount Table**

| <b>180 Days Notice</b> | <b>Multi Year Commitment</b>     | <b>Both</b>                |
|------------------------|----------------------------------|----------------------------|
| 2% Discount            | 2 % discount (3 year) –Sept 2011 | 5% total possible discount |
| 2% Discount            | 1% discount (2 year) - Sept 2010 | 4% total possible discount |
| 2% Discount            | 0% discount (1 year) - Sept 2009 | 2% total possible discount |

LARM also offers a quarterly or a semi-annual **Installment Plan**. The additional charge for using an installment plan is 2% of the Member's total annual contribution.

Please complete the attached form by indicating your intention on both the **Participation Discount Plan**, and the **Installment Plan**. Please note that the Participation Discount Plan also requires a resolution to be passed by your Board or Council (sample attached).

If you have any questions about the options set forth on the attached form or resolution, please feel free to contact Yvonne McConnell Svec at (888) 553-5276.

Sincerely,

Shannon Novotny  
LARM Customer Service Representative

Enclosure