

**DIRECTORS' MEETING  
MONDAY, MAY 11, 2009  
COUNTY-CITY BUILDING, ROOM 113  
11:00 A.M.**

**I. CITY CLERK**

**II. CORRESPONDENCE FROM THE MAYOR & DIRECTORS TO COUNCIL**

**PRESENTATIONS:**

1. Public Works and Utilities Department

**MAYOR**

1. NEWS RELEASE. Mayor Beutler urges residents to bike to work. National Bike to Work Week begins Monday, May 11, 2009. (Sent to Council Members on May 6, 2009)
2. NEWS ADVISORY. Mayor Beutler, Lincoln Water System officials and members of the Mayor's Water Conservation Task Force news conference on Thursday, May 7, 2009 at Lincoln Water System, 2021 No. 27<sup>th</sup> Street, to speak on Water Conservation Task Force poster winners, status of water supply and conservation, and drinking water week recognition. (Sent to Council Members on May 6, 2009)
3. NEWS RELEASE. Mayor Beutler announces winners of annual water conservation art contest.
4. NEWS RELEASE. Mayor calls for voluntary water conservation.
5. Washington Report, May 1, 2009.

**DIRECTORS**

**FINANCE**

1. Web link to the monthly Cash and Investment balances.

**HEALTH**

1. NEWS RELEASE. Paint exchange and HHW collection provide chance to improve health, environment.
2. Memo release on actions to prevent the spread of germs that cause illnesses like influenza and the H1N1 virus.

**PLANNING COMMISSION FINAL ACTION**

1. Special Permit No. 09008. On-sale alcohol, 100 North 1<sup>st</sup> Street, Suite A. Resolution No. PC-01165.

**URBAN DEVELOPMENT/HOUSING REHAB AND REAL ESTATE DIVISION**

1. Street and alley vacation No. 09004. East/west alley between North 23<sup>rd</sup> and North 24<sup>th</sup> Streets, P to Q Streets.

### **III. COUNCIL RFI'S & CITIZENS CORRESPONDENCE TO INDIVIDUAL COUNCIL MEMBERS**

#### **JON CAMP**

1. Reply to Donna Baddeley on her email of student ideas addressing budget issues.

#### **ROBIN ESCHLIMAN**

- \*1. Request to Fred Hoke, Building & Safety Director - RE: Assist the neighborhoods with problems such as graffiti, snow removal, etc. (RFI#20 - 04/09/09)
2. Letter to Bill Norris, April 29, 2009, and previous letter of March 6, 2006 regarding Rotary 14 Club supporting the 13<sup>th</sup> and P park project.

### **IV. CORRESPONDENCE FROM CITIZENS TO COUNCIL**

1. Email from Sara Friedman asking for the City, while working on the budget, to consider increasing fund for the Art Council.
2. Downtown Lincoln Association. Redevelopment Plan Amendment for Lincoln Mall.
3. Email from Mindy Donahoo regarding upkeep of Olympic Heights park.
4. InterLinc correspondence from Staci Massolo. When will Vacant Property Ordinance, Chapter 20.02 pass?

### **V. ADJOURNMENT**

**DIRECTORS' MEETING  
MINUTES  
MONDAY, MAY 11, 2009  
11:00 a.m.  
COUNTY/CITY BUILDING  
CONFERENCE ROOM 113**

**Council Members Present:** Robin Eschliman, Chair; Doug Emery, Vice-Chair; Ken Svoboda, Jon Camp, Jonathan Cook; **Absent:** Dan Marvin, John Spatz

**Others Present:** Trish Owen, Mayor's Office; City Clerk Joan Ross; John Hendry, City Attorney; and Tammy Grammer, City Council Secretary

Ms. Eschliman opened the meeting at 11:08 a.m. Location Announcement of the Nebraska Open Meetings Act: A Copy of the Nebraska Open Meetings Act is Located on the Wall at the Rear of this Room.

**I. CITY CLERK -**

City Clerk Joan Ross stated on their Agenda today, Items 13 through 20 will be called together. There was discussion about having one manager for all locations.

*[#13, Application of Stop 'N Shop Inc. dba Stop 'N Shop #3 for a Class D liquor license at 4801 Randolph Street.; #14, Manager application of Jason K. Laessig for Stop 'N Shop Inc. dba Stop 'N Shop #3 at 4801 Randolph Street.; #15, Application of Stop 'N Shop Inc. dba Stop 'N Shop #4 for a Class D liquor license at 8350 Northwoods Drive.; #16, Manager application of Jason K. Laessig for Stop 'N Shop Inc. dba Stop 'N Shop #4 at 8350 Northwoods Drive.; #17, Application of Stop 'N Shop Inc. dba Stop 'N Shop #5 for a Class D liquor license at 5700 North 33rd Street.; #18, Manager application of Jason K. Laessig for Stop 'N Shop Inc. dba Stop 'N Shop #5 at 5700 North 33rd Street.; #19, Application of Stop 'N Shop Inc. dba Stop 'N Shop #6 for a Class D liquor license at 7000 O Street.; and #20, Manager application of Jason K. Laessig for Stop 'N Shop Inc. dba Stop 'N Shop #6 at 7000 O Street.]*

Items 21 & 22 will be called together. *[#21, Application of Blue Mango Holdings LLC dba El Salvador Café for a Class C and Class K (catering) liquor license at 221 South 9th Street.; and #22, Manager application of Yeldy Z. Marroquin for Blue Mango Holdings LLC dba El Salvador Café at 221 South 9th Street.]*

Items 23 & 24 will be called together. City Clerk Joan Ross noted the applicant will probably be at the meeting today to explain. *[#23, Application of Old Federal Place LLC dba Jasmine Room for the addition of a catering license to its Class I liquor license at 129 North 10th Street.; and #24, Application of Old Federal Place LLC dba Jasmine Room to expand its presently licensed Class I liquor license to include the Jasmine Room, Unit 107, Unit 108, Unit 109 and the Commons areas at 129 North 10th Street.]*

Items 25 through 32 will be called together. [*#25, 09-66, Creating Special Assessment Water District No. 1198 for the purpose of constructing a 12-inch diameter water main or mains in North 58th Circle, north of Arbor Road approximately 600 feet and assessing the costs thereof against the benefitted properties.; #26, 09-67, Creating Improvement District No. 184 for the purpose of acquiring easements or additional right-of-way necessary for the construction of a 12-inch diameter water main or mains in North 58th Circle, north of Arbor Road approximately 600 feet and assessing the costs thereof against the benefitted properties.; #27, 09-68, Creating Special Assessment Water District No. 1199 for the purpose of constructing a 12-inch diameter water main or mains east of North 58th Circle, north of Arbor Road, in Arbor Road Second Addition Condominium, and assessing the costs thereof against the benefitted properties.; #28, 09-69, Creating Improvement District No. 185 for the purpose of acquiring easements or additional right-of-way necessary for the construction a 12-inch diameter water main or mains east of North 58th Circle, north of Arbor Road, in Arbor Road Second Addition Condominium, and assessing the costs thereof against the benefitted properties.; #29, 09-70, Creating Special Assessment Water District No. 1200 for the purpose of constructing a 12-inch diameter water main or mains east of North 56th Street, between Salt Creek and Arbor Road, and assessing the costs thereof against the benefitted properties.; #30, 09-71, Creating Improvement District No. 186 for the purpose of acquiring easements or additional right-of-way necessary for the construction a 12-inch diameter water main or mains east of North 56th Street, between Salt Creek and Arbor Road, and assessing the costs thereof against the benefitted properties.; #31, 09-72, Creating Special Assessment Sewer District No. 1184 for the purpose of constructing 8-inch and 12-inch diameter sanitary sewers east of North 56th Street from Salt Creek to Interstate 80, and assessing the costs thereof against the benefitted properties.; and #32, 09-73, Creating Improvement District No. 187 for the purpose of acquiring easements or additional right-of-way necessary for the construction 8-inch and 12-inch diameter sanitary sewers east of North 56th Street from Salt Creek to Interstate 80, and assessing the costs thereof against the benefitted properties.]*

As a reminder, they have a Motion-To-Amend #1 for Item 44. The term of the lease correction on the date which is correct on their agenda. [*#44, 09-63, Approving the lease agreement between the City and Mueller/Bigert Rentals for the lease of office space by the Lincoln Area Agency on Aging for its Lincoln Information for the Elderly (LIFE) Program at 137 N. 8th Street, Geneva, NE 68361 for a term of August 1, 2009 through July 31, 2010.*]

## **II. CORRESPONDENCE FROM THE MAYOR & DIRECTORS TO COUNCIL -**

**PRESENTATIONS:** - Greg MacLean, Public Works & Utilities Director gave a presentation on the Public Works & Utilities Department's objectives for 2009-2010. [*See Attachment 'A'*]

**MAYOR -**

1. NEWS ADVISORY - RE: Mayor Beutler, Lincoln Water System officials and members of the Mayor's Water Conservation Task Force news conference on 05/07/09 at LWS, 2021 N. 27<sup>th</sup> Street, to speak on Water Conservation Task Force poster winners, status of water supply and conservation, and drinking water week recognition - (Forward to Council on 05/06/09). - NO COMMENTS
2. NEWS RELEASE - RE: Mayor Urges Residents To Bike To Work - May 11 through 15 is National Bike to Work Week - (Forward to Council on 05/06/09). - NO COMMENTS
3. NEWS RELEASE - RE: Mayor Announces Winners Of Annual Water Conservation Art Contest. - NO COMMENTS
4. NEWS RELEASE - RE: Mayor Calls For Voluntary Water Conservation. - NO COMMENTS
5. Washington Report - May 1, 2009. - NO COMMENTS

**DIRECTORS -**

**FINANCE -**

1. Web link to the City Monthly Cash and Investment Balances. - NO COMMENTS

**HEALTH -**

1. NEWS RELEASE - RE: Paint Exchange and HHW Collection Provide Chance To Improve Health, Environment. - NO COMMENTS
2. MEMO RELEASE - RE: On Actions To Prevent The Spread of Germs That Cause Illnesses Like Influenza and the H1N1 Virus. - NO COMMENTS

**PLANNING COMMISSION FINAL ACTION .....**

1. Special Permit #09008 (On-sale alcohol - 100 North 1<sup>st</sup> Street, Suite A) Resolution No. PC-01165. - NO COMMENTS

**URBAN DEVELOPMENT/HOUSING REHAB AND REAL ESTATE DIVISION -**

1. Street & Alley Vacation #09004 - East/West alley between North 23<sup>rd</sup> & North 24<sup>th</sup> Streets, P to Q Streets. - NO COMMENTS

**III. COUNCIL RFI'S & CITIZENS CORRESPONDENCE TO INDIVIDUAL COUNCIL MEMBERS -**

**JON CAMP -**

Mr. Camp stated to Trish Owen regarding the pre-council at the Common Meeting last week on the request for proposals on the EMS System. He thinks they all received a letter from the Medical Society, and there's a letter to the Mayor from Joan Anderson about it. He thought it would be helpful if they had some type of informative session to understand what's happening. He thinks for the ones who were at the Commons Meeting, it caught them off guard. Ms. Owen stated she will check on it.

1. Response E-Mail to Donna Baddeley - RE: On her e-mail of student ideas addressing budget issues. - NO COMMENTS

**JONATHAN COOK - NO COMMENTS**

**DOUG EMERY - NO COMMENTS**

**ROBIN ESCHLIMAN -**

Ms. Eschliman stated to John Hendry (City Attorney) that somebody from the County asked her about keno money. Council passed an ordinance about six months ago to allocate keno money in certain ways and then apparently the Mayor signed it. But, then it went back to the Law Department for six months, so the agencies that were supposed to get the keno funds did not get it for six months. Why did it go back to the Law Department once the Mayor signed it? Why didn't those keno funds go directly to those agencies? John Hendry replied he does not know why that would happen, he will check on it.

- \*1. Request to Fred Hoke, Building & Safety Director - RE: Assist the neighborhoods with problems such as graffiti, snow removal, etc. (RFI#20 - 04/09/09). - NO COMMENTS
2. Current Letter and copy of previous letter to Bill Norris - RE: Rotary 14 Club supporting the 13<sup>th</sup> & "P" Park Project. - NO COMMENTS

**DAN MARVIN - NO COMMENTS**

**JOHN SPATZ - NO COMMENTS**

**KEN SVOBODA - NO COMMENTS**

**IV. CORRESPONDENCE FROM CITIZENS TO COUNCIL -**

1. E-Mail from Sara Friedman - RE: Please consider increasing funds for the Art Council in the City Budget. - NO COMMENTS
2. Letter from Terry Uland, President, Downtown Lincoln Association-RE: Redevelopment Plan Amendment for Lincoln Mall - (Council received letter at the Directors Meeting on 05/04/09). - NO COMMENTS
3. E-Mail from Mindy Donahoo - RE: Are there any plans on updating the park in Olympic Heights? - NO COMMENTS
4. E-Mail from Staci Massolo - RE: When will Vacant Property Ordinance, Chapter 20.02 pass? - NO COMMENTS

**ADDENDUM - (For May 11<sup>th</sup>)**

**I. CITY CLERK - None**

**II. CORRESPONDENCE FROM THE MAYOR & DIRECTORS TO COUNCIL -**

**MAYOR -**

1. NEWS ADVISORY - RE: Mayor Beutler's Public Schedule Week of May 9 through May 15, 2009 - Schedule subject to change. - NO COMMENTS
2. NEWS RELEASE - RE: One Week Left To Take Online Budget Survey. - NO COMMENTS

**DIRECTORS - None**

**III. COUNCIL RFI'S & CITIZENS CORRESPONDENCE TO INDIVIDUAL COUNCIL MEMBERS - None**

**IV. CORRESPONDENCE FROM CITIZENS TO COUNCIL -**

1. E-Mail from Jeanette Fanmeyer - RE: In Support of moving \$8,000,000 from the Special Assessment Fund to Roads for Jobs Fund. - NO COMMENTS
2. E-Mail from Karin Kotschwar - RE: In Support of Resolution 09R-76, Establishing a Roads to Jobs Fund to make funds available for road projects, declaring a surplus of \$8,000,000 in the Special Assessment Revolving Fund. - NO COMMENTS

[End of Addendum]

**V. MEETING ADJOURNED - Approximately at 12:05 p.m.**

dm051109/tjg



# Objectives 2009-2010

Public Works & Utilities Department

April 20, 2009 City Council Briefing

## #1 Law Interpretations

- **Harmonize executive orders & developer agreements**
- **Clarifications to Title 17: "Water"**
- Roadway excavation backfill requirements
- Weed ordinance
- ADA sidewalk requirements
- **Commodity contracts**
- Out-of-county wastes
- **Stormwater Utility**

## #2 Changes in Service That **Do NOT** Require Additional \$\$\$

- **Construction inspection**
- Use of technology
- **Electronic signatures**
- Snow removal
- **Star Tran services**
- Water and Wastewater repair and maintenance
- LWWS update to LES contract
- **Rain gardens**
- **Lease-purchase contracts for technology items**

## #3 Changes in Service That **DO** Require Additional \$\$\$

- Credit card payments
- City surveyor
- Seasonal employees
- Public outreach
- Global positioning systems (GPS)
- Unify office productivity software
- Laptops to increase inspections efficiency
- Star Tran services
- Education and training
- Update financial software
- Wastewater flow monitoring
- Wastewater TV camera equipment
- Update Solid Waste Management Plan
- Consolidate billing
- Water meter service line sizing
- Stormwater utility

## #4 If we were to discontinue a program, what would it be?

- Sidewalk repair
- Construction water meters

## #5 New services PW would Like to see...

- E-Commerce (*Economic Opp.*)
- Joint operations center (*Effective Transp.*)
- **Automated camera enforcement** (*Safety and Security*)
- Asset management (*Economic Opp.*)
- **Records & document management** (*Economic Opp.*)
- Expand downtown shuttle services (*Effective Transp.*)
- **Greenhouse gas recovery & collection system** (*Env. Qual.*)
- **Future landfill facility** (*Env. Qual.*)
- Acquire private water & sewer services within ROW (*Safety & Sec.*)
- **Future water supply source** (*Safety & Security*)
- Stormwater detention management (*Env. Qual.*)

## #6 Best Management Practices

- **BMPs – An example**
- **Strategic planning**
- **Professional development**

## #7 What We Want to Accomplish in FY 2009-2010

1. Clarify Title 17 language
2. Address Construction Inspection
3. Address Licensed Public Surveyor needs
4. Continue the process to identify and acquire new water supply sources
5. Lease-purchase contracts for technology items
6. Clarify/harmonize executive orders and development agreements
7. Investigate Stormwater Utility alternatives
8. Implement document management system
9. Utilize electronic signatures
10. Implement credit card payments
11. Begin implementation of automated camera enforcement (contingent upon approval of LB 496)
12. Develop sustainable, long-term rain garden program
13. Design and construct greenhouse gas recovery and collection system
14. Reduce Star Tran overtime and cost for contract services
15. Examine improvements for commodity contracts
16. Begin process to identify future landfill sites

## #8 What Other Departments Can Do To Help Public Works

Initiatives and the Departments that can help.		Mayor's Office	Law	Building & Safety	Planning	Finance	Purchasing	Personnel	ITP	Parks	Health	Urban Development	City Clerk	EP&SD
1	Clarify Title 17 language		X											
2	Address construction inspection	X		X				X	X					
3	Address Licensed Public Surveyor needs		X					X	X					
4	Continue process to identify/acquire new water supply sources	X	X									X		
5	Lease-purchase contracts for technology items	X				X	X							
6	Harmonize executive orders & developer agreements	X	X		X							X		
7	Investigate Stormwater Utility alternatives	X	X											
8	Implement document management system	X	X	X	X	X					X	X	X	
9	Utilize electronic signatures	X	X			X								
10	Implement credit card payments	X				X								
11	Begin implementing automated camera enforcement		X				X	X						
12	Implement context sensitive design projects		X	X	X					X		X		
13	Develop sustainable, long-term rain garden program									X				X
14	Greenhouse gas recovery and collection system	X	X			X	X							
15	Reduce Star Tran overtime & cost for contract services	X				X		X						
16	Examine improvements for commodity contracts						X			X				
17	Begin process to identify future landfill sites				X						X	X		

## Objectives 2009-2010

*Questions?*