

**IN LIEU OF  
DIRECTORS' MEETING  
MONDAY, DECEMBER 24, 2012**

**I. CITY CLERK**

**II. MAYOR**

1. NEWS RELEASE. Residents urged to sign up now for "Snow Angels" program.
2. NEWS RELEASE. Two new storytimes begin in January at Walt Branch Library.
3. NEWS ADVISORY. Mayor Beutler and downtown leaders will hold a news conference on Thursday, December 20<sup>th</sup>, at Embellish, 144 N. 13<sup>th</sup> Street (Stuart Building) to discuss the success of downtown retail recruitment and retention efforts.
4. NEWS RELEASE. Lincoln City Libraries to close at 6:00 p.m. today, December 19, 2012, because of weather conditions.
5. NEWS RELEASE. City offers options during parking band.
  - a) Clarification on parking at the Center Park Garage.
6. Administrative Regulation #4.
7. NEWS RELEASE. Leaders say civic ventures successful in promoting downtown retail.

**III. DIRECTORS**

**CITIZENS INFORMATION CENTER**

1. Parking will be banned on emergency snow routes, bus routes and major arterial streets today, December 19<sup>th</sup>, at 8:00 p.m. A residential parking ban goes into effect at 8:00 a.m. Thursday morning (December 20<sup>th</sup>).
2. City of Lincoln parking ban update. Thursday, December 20, 2012, 5:00 a.m.
3. No cable orientation today (Thursday, December 20, 2012).

**PLANNING DEPARTMENT**

1. Administrative approvals by the Planning Director from December 11, 2012 through December 17, 2012.

**IV. COUNCIL MEMBERS**

**V. MISCELLANEOUS**

**VI. CORRESPONDENCE FROM CITIZENS**

**VII. ADJOURNMENT**

**OFFICE OF THE MAYOR**

555 South 10th Street, Lincoln, NE 68508, 402-441-7511

**FOR IMMEDIATE RELEASE:** December 18, 2012

**FOR MORE INFORMATION:** Diane Gonzolas, Citizen Information Center, 402-441-7831  
Scott Opfer, Street and Traffic Operations, 402-525-5619  
Pastor Dan Safarik, St. Luke United Methodist, 402-477-2032

**RESIDENTS URGED TO SIGN UP NOW**  
**FOR “SNOW ANGELS” PROGRAM**

With snow in the forecast, Mayor Chris Beutler today reminded residents that volunteers are needed to shovel snow for those who are unable to clear their sidewalks and driveways. The Public Works and Utilities Department’s new Snow Angels program links volunteers willing to shovel snow with residents who need the service. Individuals or organization wishing to volunteer for snow removal as part of the program may sign up online at [lincoln.ne.gov](http://lincoln.ne.gov) (keyword: snow)

Since the program was announced December 6, South Gate United Methodist Church and Crossbridge Christian Church have joined the effort. St. Luke United Methodist Church, which helped create the program, has 11 volunteers. Another eight individuals also have signed up for the program.

“We receive many calls every year from those unable to clear their walks due to age, disability or health conditions,” said Scott Opfer. “We really need neighborhood associations, service organizations, faith communities or individuals to sign up before it snows so this service is available when it is needed.”

Those who need the help can find volunteers near their home online or by calling the Snow Center 402-441-7644 during regular business hours. Due to limited staffing, those needing assistance are asked to wait until after it has snowed to call the Snow Center for assistance.

Aging Partners also has a program to provide snow removal for low-income elders. Funds from the Lincoln Cares donation program are used to pay the workers through the Aging Partners Home Handyman Program. For more information, visit [aging.lincoln.ne.gov](http://aging.lincoln.ne.gov) (click on “housing”) or call 402-441-7030.

## LINCOLN CITY LIBRARIES

136 S. 14th Street, Lincoln, NE 68508, 402-441-8500

**FOR IMMEDIATE RELEASE:** December 19, 2012

**FOR MORE INFORMATION:** Vicki Wood, Lincoln City Libraries, 402-441-8565

### **TWO NEW STORYTIMES BEGIN IN JANUARY AT WALT**

Lincoln City Libraries is offering new weekly opportunities for families with young children at Walt Branch Library, 6701 S. 14th Street. They include the following:

- Baby Storytime will be offered for children up to 18 months old from 10:30 to 11 a.m. Thursdays. The first session is January 3. The interactive parent-child time includes fun activities designed to promote early literacy, language development and a love of books.
- A Saturday morning storytime for preschool through elementary age children begins January 5. The sessions from 10:30 to 11:30 a.m. will include stories and crafts.

Preregistration is not required for these storytimes, and more information is available by calling 402-441-4460. More information on Lincoln City Libraries is available at [lincolnlibraries.org](http://lincolnlibraries.org).

**OFFICE OF THE MAYOR**

555 South 10th Street, Lincoln, NE 68508, 402-441-7511

**DATE:** December 19, 2012

**FOR MORE INFORMATION:** Diane Gonzolas, Citizen Information Center, 402-441-7831

Mayor Chris Beutler and downtown leaders will discuss the success of downtown retail recruitment and retention efforts at a news conference at **10 a.m. Thursday, December 20 at Embellish, 144 N. 13<sup>th</sup> Street (Stuart Building).**

The news conference will begin with an update on City snow operations.

**LINCOLN CITY LIBRARIES**

136 S. 14th Street, Lincoln, NE 68508, 402-441-8500

**FOR IMMEDIATE RELEASE:** December 19, 2012

**FOR MORE INFORMATION:** Pat Leach, Library Director, 402-441-8510

**CITY LIBRARIES TO CLOSE AT 6 P.M.**

Because of the weather conditions, all Lincoln City Libraries will close at 6 p.m. today. This includes the following locations Anderson, Eiseley, Gere, South, Walt and Williams Branch Libraries. Bennett Martin and the Bethany Branch Library regularly close at 6 p.m.

The library's website, [lincolnlibraries.org](http://lincolnlibraries.org), will have the latest information on weather closings.

**OFFICE OF THE MAYOR**

555 S. 10th Street, Lincoln, NE 68508, 402-441-7511

**FOR IMMEDIATE RELEASE:** December 19, 2012

**FOR MORE INFORMATION:** Scott Opfer, Public Works and Utilities, 402-441-7851

Scott Vrbka, Interim City Parking Manager, 402-441-4623

Lynn Johnson, Parks and Recreation, 402-441-8265

**CITY OFFERS OPTIONS DURING PARKING BANS**

*Center Park Garage and park lots available for free parking during bans*

With the City's first big snowstorm of the year possible, Mayor Beutler reminds residents that their cooperation is needed to remove vehicles from the streets to allow for snow removal efforts. Earlier today, the Mayor declared a **snow emergency** parking ban, effective at 8 p.m. tonight, and a **residential parking ban**, effective at 8 a.m. Thursday morning for the even numbered (north and east) sides of the streets.

In a **snow emergency**, parking is banned on both sides of emergency snow routes, arterial streets and City bus routes. Maps are available on the City website, [lincoln.ne.gov](http://lincoln.ne.gov), and in the blue pages of the phone book).

A **residential parking ban** applies to streets that are not emergency snow routes, arterials or bus routes or included in a snow removal district (below). During a residential parking ban, parking is first banned on the even-numbered sides of the streets. Once the Mayor has terminated that ban, parking will be banned on the odd-numbered (south and west) sides of the streets, and parking is again permitted on the even sides.

Two years ago, the City created eight **snow removal districts**. In these areas, the snow is plowed into windrows, loaded into trucks and hauled out of the area between midnight and 8 a.m. To assist with snow removal, the Mayor may prohibit parking on both sides of the street in the districts, which include streets in Downtown; University Place; Havelock; Bethany; College View; 11th and "G"; 17th and Washington; and 25th and Sumner. Maps can be found at [lincoln.ne.gov](http://lincoln.ne.gov).

**To assist downtown residents during snow removal district parking bans, City Parking Services will offer free overnight parking at Center Park Garage, 1100 "N" St.** The service is being offered in an effort to reduce citations and towed vehicles in the downtown area during parking bans. The service will be offered from 10 p.m. to 7 a.m. when the City is under a snow removal district parking ban. Customers will be charged for any time beyond 10 p.m. to 7 a.m. at the posted garage rate. Vehicles that remain in the facility past 10 a.m. will be charged for the entire time the vehicle was in the facility.

- more -

**Snow Operations**  
**December 19, 2012**  
**Page Two**

The City Parks and Recreation Department also clears lots and facilities throughout the community for residents to use during parking bans. A list follows this release. Residents also may contact the nearest library or church to find out if any additional temporary parking facilities are available during snow operations.

Vehicles parked illegally during parking bans are subject to fines, towing and storage costs at the owners' expense. Vehicles parked in a way that does not allow emergency vehicles to pass may be ticketed for obstructing a public street.

Information on snow operations is available on the City website, [lincoln.ne.gov](http://lincoln.ne.gov), through local news media and government access cable channels 5 and 10. Residents can sign up on the City website to be notified of snow operations through RSS feeds. They also can sign up to be notified through Twitter at [twitter.com/lincolnsnow](https://twitter.com/lincolnsnow). A Twitter account is not necessary to receive SMS alerts - text **follow lincolnsnow** to **40404** (standard text messaging rates apply).

The 2012-13 City snow removal budget is \$3.5 million (\$3,546,176), a 2.9 percent increase over the prior year. If needed, about \$500,000 is available in carryover balances in the snow removal fund from the prior year, making the total available about \$4.05 million

The City reminds residents that it is illegal to push or blow snow into or on any street, alley or sidewalk. When clearing sidewalks, residents should also clear wheelchair ramps, curb cuts and access to fire hydrants.

Volunteers are needed to shovel snow for those who are unable to clear their sidewalks and driveways. Individuals or organization wishing to volunteer for the Snow Angels program may sign up online at [lincoln.ne.gov](http://lincoln.ne.gov). Those who need the help can find volunteers near their home online or by calling the Snow Center 402-441-7644 during regular business hours. Aging Partners also has a program to provide snow removal for low-income elders. Funds from the Lincoln Cares donation program are used to pay the workers through the Aging Partners Home Handyman Program. For more information, visit [aging.lincoln.ne.gov](http://aging.lincoln.ne.gov) (click on "housing") or call 402-441-7030.

For more information on parking bans and snow removal operations, the public can call the Snow Center at 402-441-7644. The public should report street condition emergencies immediately by calling 402-441-7701. To report non-emergency situations and potholes, the public can call 402-441-7646.

## **FREE PARKING AVAILABLE AT PARKS AND RECREATION FACILITIES DURING A RESIDENTIAL PARKING BAN**

The following lots are open for public parking during a residential parking ban:

### **Southeast:**

- Antelope Park (includes north and south of Auld Rec Center and the Children's Zoo), Capitol Parkway and "A" Street
- Eden Park, 45th Street and Antelope Creek Road
- Holmes Lake Park roads and lots (north side only), 70th Street and Normal
- Roberts Park lot, 56th Street and Normal
- Tierra Park, 27th Street and Tierra

### **Southwest:**

- Peterson Park, 4400 Southwood
- Van Dorn Park, 9th and Van Dorn

### **Northeast:**

- Ballard Park, 66th and Kearney
- Bethany Park (three lots), 65th and Vine
- Easterday Recreation Center, 6130 Adams
- Mahoney Golf Course, 7900 Adams
- Peter Pan Park, 32nd and "W"
- Tyrell Park (north and south), 67th and Baldwin
- University Place Park (north and half of south lot), 49th and Garland
- UPCO Park, 40th and Adams
- Woods Park (two lots), 33rd and "J"

### **Northwest:**

- Air Park Recreation Center, 3720 N.W. 46th St.
- Belmont Park and Recreation Center, 12th and Judson
- Belmont Pool, 1245 Manatt
- Highlands Golf Course, 5501 N.W. 12th St.
- Oak Lake Park (east and west lots), 1st and Charleston
- Oak Creek Dog Run, 1st and Charleston
- Roper Park (east and west lots), 10th and Belmont

## Mary M. Meyer

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**From:** Council Packet  
**Subject:** clarification

The Center Park Garage is available for free overnight parking ONLY when a **snow removal district parking ban** has been issued. Only a **snow emergency parking ban** and a **residential parking ban** have been issued so far for this storm.

Diane Gonzolas  
Manager, Citizen Information Center  
Office of the Mayor  
555 S. 10th Street  
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402-441-7831  
cell 402-525-1520  
[dgonzolas@lincoln.ne.gov](mailto:dgonzolas@lincoln.ne.gov)



Two years ago, the City created eight **snow removal districts**. In these areas, the snow is plowed into windrows, loaded into trucks and hauled out of the area between midnight and 8 a.m. To assist with snow removal, the Mayor may prohibit parking on both sides of the street in the districts, which include streets in Downtown; University Place; Havelock; Bethany; College View; 11th and "G"; 17th and Washington; and 25th and Sumner. Maps can be found at [lincoln.ne.gov](http://lincoln.ne.gov).

**To assist downtown residents during snow removal district parking bans, City Parking Services will offer free overnight parking at Center Park Garage, 1100 "N" St.** The service is being offered in an effort to reduce citations and towed vehicles in the downtown area during parking bans. The service will be offered from 10 p.m. to 7 a.m. when the City is under a snow removal district parking ban. Customers will be charged for any time beyond 10 p.m. to 7 a.m. at the posted garage rate. Vehicles that remain in the facility past 10 a.m. will be charged for the entire time the vehicle was in the facility.

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# CITY OF LINCOLN ADMINISTRATIVE REGULATION #4

<b>SUBJECT:</b> MILEAGE REIMBURSEMENT RATES	<b>EFFECTIVE DATE:</b> January 1, 2013	<b>A.R. NUMBER:</b> 4
<b>APPLIES TO:</b> ALL DEPARTMENTS	<b>REPLACES:</b> AR #4 Issued 01-01-2012	<b>PAGE 1 of 1</b>

**PURPOSE:** To establish mileage reimbursement rate paid to city employees when using personally owned vehicles for official city business.

**SCOPE:** Applies to all employees.

**POLICY:** Effective January 1, 2013, city employees, who are authorized by their Department Director to use a personal vehicle for official city business, shall be reimbursed at a rate of fifty-six and one half cents (56 ½ ) per mile for each mile traveled pursuant to Administrative Regulation #9.

Each employee shall be required to submit a signed claim documenting the mileage to the Director or Department Head on the last working day of each month. A copy of the mileage record shall be attached to the claim requesting reimbursement.

Directors and/or Department Heads must approve the mileage claim and forward it to the City Controller. In most cases, reimbursement will be made in approximately ten (10) days after the employee submits the mileage claim.

  
Administrative Assistant

  
Mayor

**OFFICE OF THE MAYOR**

555 South 10th Street, Lincoln, NE 68508, 402-441-7511

**FOR IMMEDIATE RELEASE:** December 20, 2012

**FOR MORE INFORMATION:** Diane Gonzolas, Citizen Information Center, 402-441-7831  
Terry Uland Downtown Lincoln Association, 402-441-6905

**LEADERS SAY CIVIC VENTURES SUCCESSFUL  
IN PROMOTING DOWNTOWN RETAIL**

Mayor Chris Beutler today said the Downtown Civic Ventures program has helped to spur a retail boom in downtown Lincoln. According to the Downtown Lincoln Association (DLA), 38 new retailers have opened downtown since 2010. Downtown Civic Ventures is a nonprofit subsidiary of DLA formed in 2007 to promote downtown business development.

“Livability.com just ranked Lincoln number seven in its list of Top 10 Downtowns, and the vibrant retail scene is a factor in our success,” Mayor Beutler said at a news conference at Embellish, a boutique at 144 N. 13th Street. “A strong downtown is key to a strong community, and our efforts to recruit and retain retailers is very important to creating a unique sense of place. With all the new stores and restaurants, plenty of parking and the recently re-paved streets, there’s never been a better time to be in downtown Lincoln!”

DLA President Terry Uland said Civic Ventures is a “one-stop shop” for retail businesses that want to open, expand or relocate. It was created as part of a retail support strategy developed in 2007 by DLA, the City of Lincoln, UNL, the NU Foundation and the Vision 2015 group. The City Council approved a grant of \$50,000 to support the program, and private funds also have been donated to provide financial incentives

“It has been exciting to witness a flourishing downtown retail corridor in recent years,” Uland said. “The addition of several new businesses and millions of dollars in private and public investment in the area are strong indicators of retail growth.”

Downtown Civic Ventures has also allowed for initiatives such as the three Shop the Blocks events DLA has produced in partnership with Civic Ventures since November 2011. They attracted 1,800 shoppers and produced over \$165,000 in sales for the participating businesses.

“I am pleased to own my store in an area where the community has come together to support local business,” said Ashlie Hadden, owner of Embellish. “Events like Shop the Blocks have helped ignite a spark and remind our City and its visitors everything downtown retail has to offer.”

More information on the DLA, Civic Ventures and downtown retail is available at [downtownlincoln.org](http://downtownlincoln.org).

**Mary M. Meyer**

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**From:** Council Packet  
**Subject:** FW: parking

## CITY OF LINCOLN PARKING BAN UPDATE

A complete voice report is available at 402-441-7783. This number is for news media use only.

For more information:

Public Works Snow Center - 402-441-7644

Diane Gonzolas, cell 402-525-1520, work 402-441-7831

Date: Thursday, December 20, 2012

Time: 5 a.m..

A residential parking ban goes into effect at 8 a.m. this morning. That means parking will be banned on the even-numbered sides of the streets – the north and east sides. The snow emergency also remains in effect. That means parking is banned on emergency snow routes, bus routes and other major arterial streets.

Lincoln received about five inches of snow, and City crews began plowing about 5 p.m. Wednesday evening. About 78 crews worked overnight on the major streets. Because of the blowing snow, the plows had to cover the routes several times. A sanding operation also began at about 4 a.m. this morning. Streets are slick, and drivers are advised to use caution. The Lincoln Police Department reports there were 22 accidents between 4 p.m. and midnight Wednesday and another two since midnight..

Again, a snow emergency remains in effect, with parking banned on emergency snow routes, bus routes and major arterial streets. A residential parking ban goes into effect at 8 a.m., with parking banned on the even-numbered sides of the streets.

Please stay informed on the status of snow operations in Lincoln. Additional information is available on the City website at [lincoln.ne.gov](http://lincoln.ne.gov) and in the blue pages of your phone directory. If you have questions, you may call the Public Works Snow Center at 402-441-7644.

**Mary M. Meyer**

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**From:** Council Packet  
**Subject:** no cable orientation today

Ed Hoffman and I chatted and it sounds like lots of folks are home, with no reason to go out EXCEPT for orientation. We will NOT have the cable board orientation, and will re-schedule after the first of the year. Please let me know that you received this message.

Happy Holidays!

Diane

Diane Gonzolas  
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**Mary M. Meyer**

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**From:** Council Packet  
**Subject:** parking bans

## CITY OF LINCOLN PARKING BAN UPDATE

No voice report is available at this time.

For more information:

Public Works Snow Center - 402-441-7644

Diane Gonzolas, cell 402-525-1520, work 402-441-7831

Date: Wednesday, December 19, 2012

Time: 11:30 a.m..

With snow expected to begin falling this afternoon, the City has issued a snow emergency beginning at 8 p.m. this evening. At that time, parking will be banned on emergency snow routes, bus routes and other major arterial streets. A map showing these routes can be found on the City website at [lincoln.ne.gov](http://lincoln.ne.gov) (keyword: snow) and in the blue pages of your phone directory.

A residential parking ban will go into effect at 8 a.m. Thursday morning. At that time, parking will be banned on the even numbered sides of the streets – the north and east sides. This affects all City streets that are not arterials or bus routes, and the parking ban remains in effect until terminated by the Mayor.

Please stay informed on the status of snow operations in Lincoln. Additional information is available on the City website at [lincoln.ne.gov](http://lincoln.ne.gov) and in the blue pages of your phone directory. If you have questions, you may call the Public Works Snow Center at 402-441-7644.



# Memorandum

**Date:** ♦ December 18, 2012  
**To:** ♦ City Clerk  
**From:** ♦ Teresa McKinstry, Planning Dept.  
**Re:** ♦ Administrative Approvals  
**cc:** ♦ Jean Preister

This is a list of the administrative approvals by the Planning Director from December 11, 2012 through December 17, 2012:

**Administrative Amendment No. 12047** to Special Permit No. 06014, Southlake Community Unit Plan, approved by the Planning Director on December 11, 2012, requested by Olsson Associates, to revise the lot and street layout from 68 attached single-family dwelling lots to 34 detached single-family dwelling lots, on two cul-de-sacs, on property generally located near S. 98<sup>th</sup> St. and Andermatt Dr.

**Administrative Amendment No. 12060** to Preliminary Plat No. 99028, Lincoln Ballpark, approved by the Planning Director on December 12, 2012, requested by the City of Lincoln, to revise the grading and drainage plan to update the flood storage sites and calculations by adding Site "E" to the Mitigation Map and revising the Flood Storage Mitigation Table, on property generally located at Sun Valley Blvd. and Line Dr.

**Administrative Amendment No. 11066** to Special Permit No. 1812, approved by the Planning Director on December 14, 2012, requested by J. Michael Rierden, to revise the site plan to show an approximately 15' x 7' generator building to a wireless tower, on property generally located near N. 11<sup>th</sup> St. and Oak St.

**Administrative Amendment No. 12063** to Special Permit No. 12003, Market Garden, approved by the Planning Director on December 17, 2012, requested by Jerry and Renee Cornett, to add as Sheet 1A a "Phase 1" site plan that retains the existing 2,400 square foot home to be remodeled as a restaurant and produce processing area and to reduce the parking to 10 stalls with an additional paved ADA stall, while retaining the right to build to the original Sheet 1 site plan as a "Phase 2", on property generally located at N. 112<sup>th</sup> St. and Branched Oak Rd.

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**City/County Planning Department**  
**555 S. 10<sup>th</sup> Street, Rm. 213**  
**Lincoln NE 68508**  
**(402) 441-7491**

