IN LIEU OF
DIRECTORS’ MEETING
DECEMBER 22, 2014

I. CITY CLERK

II. MAYOR
1. NEWS RELEASE. Street crews preparing for potential snow and ice.

III. DIRECTORS CORRESPONDENCE

CITIZEN INFORMATION CENTER

PLANNING DEPARTMENT
1. Administrative approvals by the Acting Planning Director from December 9, 2014 through December 15, 2014.

URBAN DEVELOPMENT/ HOUSING REHAB & REAL ESTATE DIVISION
2. Street and alley vacation, No. 14011. Street right-of-way and east/west alley east of SW 6th Street near B Street.

IV. COUNCIL MEMBERS

V. CORRESPONDENCE FROM CITIZENS
1. LES Administrative Board revised meeting for December 19, 2014.
STREET CREWS PREPARING FOR POTENTIAL SNOW AND ICE

With the National Weather Service (NWS) predicting snowfall tonight, City Public Works and Utilities street maintenance crews began applying anti-ice brine to all main arterials at midnight. The anti-icing effort will continue throughout the day until all major routes have been covered.

The NWS predicts the heaviest snowfall to be from midnight to 6 a.m. Thursday. Street Maintenance officials will continue to monitor the storm today and will be prepared to deploy material spreaders at the appropriate time.

For more information on City snow operations, visit lincoln.ne.gov (keyword: snow).

-30-
CITY OF LINCOLN       ADMINISTRATIVE REGULATION #4

<table>
<thead>
<tr>
<th>SUBJECT:</th>
<th>EFFECTIVE DATE:</th>
<th>A.R. NUMBER:</th>
</tr>
</thead>
<tbody>
<tr>
<td>MILEAGE REIMBURSEMENT RATES</td>
<td>January 1, 2015</td>
<td>4</td>
</tr>
<tr>
<td>APPLIES TO:</td>
<td>REPLACES:</td>
<td>PAGE 1 of 1</td>
</tr>
<tr>
<td>ALL DEPARTMENTS</td>
<td>AR #4 Issued 01-01-2014</td>
<td></td>
</tr>
</tbody>
</table>

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, 2015, 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-seven and one half (57 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
CITY OF LINCOLN
STREET CONDITION 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 -- 441-7644
Citizen Information Center -- 441-7547

Date: Thursday, December 18, 2014
Time: 9:40 a.m.

City street maintenance crews engaged in a full-scale material spreading operation as snow began to accumulate at about 5 a.m. Overnight crews have been applying material as needed since the snow began to fall around 2:30 a.m. In the current full-scale operation, material spreaders have been deployed on all 19 major routes.

Citizens are asked to call the Public Works Snow Center at 402-441-7644 to report any trouble spots. Lincoln Police Department reports a total of 28 accidents as of 9 a.m. today. Motorists are advised to exercise caution when driving. StarTran reports that buses are generally running on time with some routes delayed about five minutes.

Please stay informed on the status of snow operations in Lincoln. Additional information is available on the City website at 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.

-30-
Memorandum

Date: December 16, 2014
To: City Clerk
From: Amy Hana Huffman, Planning Dept.
Re: Administrative Approvals
cc: Mayor Chris Beutler
Planning Commission
Jean Preister, Planning Dept.

This is a list of the administrative approvals by the Acting Planning Director from December 9, 2014 through December 15, 2014:

**Administrative Permit No. 14004** approved by the Acting Planning Director on December 10, 2014, requested by Verizon Wireless, to install personal wireless services facilities consisting of mounting rooftop antennas and a ground-based equipment shelter, on property generally located at 600 W. E Street.

**Administrative Amendment No. 14075** to Use Permit No. 128B, Morning Glory Estates, approved by the Acting Planning Director on December 9, 2014, requested by Olsson Associates, to amend the site plan by revising Lots 12 and 14, adding Lot 18, and amending the Land Use table, on property generally located at N. 84th Street and Holdrege Street.

**Administrative Amendment No. 14086** to Change of Zone No. 2179G, Central Park South, approved by the Acting Planning Director on December 10, 2014, requested by Olsson Associates, to rearrange the parking lot landscaping by removing 5 perimeter trees and adding 3 parking lot trees, on property generally located at R Street and N. 50th Street.

**Administrative Amendment No. 14092** to Use Permit No. 145A, Pine Lake Plaza Office Park, approved by the Acting Planning Director on December 9, 2014, requested by Olsson Associates, to expand the number of lots in Block 3 from six to seven by dividing former Lot 1 to create Lots 1 and 7, on property generally located at South 84th Street and Highway 2.
**Administrative Amendment No. 14094** to Special Permit No. 511A, Arnold Heights CUP, approved by the Acting Planning Director on December 11, 2014, requested by Civil Design Group, to reduce the front and side yard setback, lot area and average lot width to allow the construction of a single family detached house, on property generally located at 5436 W. Hughes Street.

**Administrative Amendment No. 14095** to Special Permit No. 1674, Cheney Ridge CUP, approved by the Acting Planning Director on December 11, 2014, requested by Civil Design Group, to revise the site plan to show the building envelope as approved by the Planning Commission and to modify note #28 accordingly, all to make clear that a shelter for the mailbox cluster unit can be constructed north of the clubhouse, on property generally located at S. 84th Street and Cheney Ridge Road.

**Administrative Amendment No. 14096** to Special Permit No. 1665C, Van Dorn Meadows CUP, approved by the Acting Planning Director on December 11, 2014, requested by Civil Design Group, to revise the site plan to add an additional lap pool near the clubhouse, and to delete the individual building envelopes for each apartment building and instead show a single building envelope for the entire apartment area, on property generally located at S. 70th Street and Van Dorn Street.
INTEROFFICE MEMORANDUM

TO: Mayor Beutler  
   & City Council Members

FROM: Clinton W. Thomas

DEPARTMENT: City Council Office  
            DEPARTMENT: Housing Rehab & Real Estate Division

ATTENTION: 

DATE: December 15, 2014

COPIES TO: Teresa J. Meier  
           David R. Cary  
           Jeff Kirkpatrick  
           Byron Blum, Bldg & Safety  
           Jean Preister, Planning  
           Sandy Dubas, City Clerk’s Office  
           Jamie Phillips, Mayor’s Office

SUBJECT: Street & Alley Vacation No. 14009  
         Viewpoint Drive north of Karl Ridge Road

A request has been made to vacate Viewpoint Drive north of Karl Ridge Road in conjunction with the sale of surplus City property north of Viewpoint Drive. Once the area is vacated, it will be sold to the developer to the north who intends to use only 32 feet of the vacated right-of-way and deed the remaining 28 feet to each of the abutting property owners. Staff has indicated the existence of water and sewer utilities within the right-of-way and easements would be required for future and existing utilities. Since the developer intends to deed nearly half of the area to abutting property owners and the vacation of this area will facilitate the sale of City property which is beneficial to the City as a whole, a nominal amount of $0.15 per square foot is considered appropriate for the value of the area to be vacated. The calculations are as follows:

\[
\text{6,860 sq. ft.} \times \text{\$0.15/sq. ft.} = \text{\$1,029.00} \quad \text{Called \$1,000.00}
\]

Therefore it is recommended if the area be vacated it be sold to the developer purchasing the City’s surplus property to the north for $1,000.

Respectfully submitted,

[Signature]

Clinton W. Thomas  
Certified General Appraiser #990023
INTEROFFICE MEMORANDUM

TO: Mayor Beutler & City Council Members

FROM: Clinton W. Thomas

DEPARTMENT: City Council Office

DEPARTMENT: Housing Rehab & Real Estate Division

ATTENTION:

DATE: December 15, 2014

COPIES TO: Teresa J. Meier

David R. Cary

Jeff Kirkpatrick

Byron Blum, Bldg & Safety

Jean Preister, Planning

Sandy Dubas, City Clerk’s Office

Jamie Phillips, Mayor’s Office

SUBJECT: Street & Alley Vacation No. 14011

Street Right-of-Way & East/West Alley

east of SW 6th Street near B Street

A request has been made to vacate an alley and street stub located north of B Street on the east side of SW 6th Street. The area was viewed and appears as a portion of the abutting property. Electric lines were noted along SW 6th Street as well as a fire hydrant indicated the existence of a water main in SW 6th Street. Staff has reported, however, there are no utilities located within the area to be vacated. Areas such as these have little value, in and of themselves, but will take on the value of the abutting property once they are assembled into it. The abutting property is estimated to have a value in the range of $1.00 to $1.50 per square foot. The entire area of the vacated street right-of-way and a portion of the alley to be vacated are assumed to be within the typical setback for the area and therefore would be unbuildable. However, a portion of the alley is outside the setback and could be utilized for development purposes. Staff has indicated that a conservation easement should be retained over the entire area to be vacated which would restrict the use of any of that area to open space or some use that did not diminish its water-storage capacity. As such, a nominal value of $0.25 per square foot is considered appropriate. The area to be vacated is calculated at 4,240 square feet. The calculations are as follows:

\[ 4,240 \text{ sq. ft.} \times 0.25/\text{sq. ft.} = 1,060.00 \]

Therefore it is recommended if the area be vacated it be sold to the abutting property owner for $1,060.

Respectfully submitted,

Clinton W. Thomas

Certified General Appraiser #990023
INTEROFFICE MEMORANDUM

TO: Mayor Beutler & City Council Members
FROM: Clinton W. Thomas

DEPARTMENT: City Council Office
DEPARTMENT: Housing Rehab & Real Estate Division

ATTENTION:
DATE: December 15, 2014

COPIES TO: Teresa J. Meier
David R. Cary
Jeff Kirkpatrick
Byron Blum, Bldg & Safety
Jean Preister, Planning
Sandy Dubas, City Clerk's Office
Jamie Phillips, Mayor's Office

SUBJECT: Street & Alley Vacation No. 14012
Y Street between 10th & 11th Streets

A request has been made by the University of Nebraska - Lincoln to vacate a portion of Y Street east of North 10th Street. As part of the request, they have agreed to dedicate additional land east of the area to be vacated and exchange it for the vacated street right-of-way. The two strips to be vacated are essentially equal in area and since it is beneficial to both parties to do the exchange it is recommended that if the street be vacated it be exchanged to the University of Nebraska at no additional cost.

Respectfully submitted,

Clinton W. Thomas
Certified General Appraiser #990023
INTEROFFICE MEMORANDUM

TO: Mayor Beutler & City Council Members
FROM: Clinton W. Thomas

DEPARTMENT: City Council Office
DEPARTMENT: Housing Rehab & Real Estate Division

ATTENTION: 
DATE: December 15, 2014

COPIES TO: Teresa J. Meier
David R. Cary
Jeff Kirkpatrick
Byron Blum, Bldg & Safety
Jean Preister, Planning
Sandy Dubas, City Clerk’s Office
Jamie Phillips, Mayor’s Office
SUBJECT: Street & Alley Vacation No. 14013
Russwood Parkway

A request has been made to vacate a portion of Russwood Parkway in conjunction with the development of the site along the east side of Russwood Parkway north of O Street. As part of the development, the developer has agreed to dedicate additional street right-of-way south of the portion to be vacated in exchange for the area of vacation. Since the area being dedicated is larger than the area the City is vacating it seems to be in the best interest of the City to vacate the area being requested and exchange it for the area of dedication. Therefore, it is recommended that if the area be vacated it be exchanged to the developer for the additional dedicated street right-of-way at no additional cost.

Respectfully submitted,

Clinton W. Thomas
Certified General Appraiser #990023
AGENDA
LES ADMINISTRATIVE BOARD
Friday, December 19, 2014
10:00 A.M.
Walter A. Canney Service Center
Training Facility
2620 Fairfield

10:00 A.M.

1. Call to Order

2. Approval of Minutes of the November 21, 2014 Regular Meeting of the LES Administrative Board

3. Comments from Customers

4. Introduction and Recognition of Staff
   A. 20 Years – Beverly Skolnik, Customer Contact Center Representative, Customer Services

5. Committee Reports
   A. Report of Nominating Committee – 2015 Board Officers
   B. Operations & Power Supply Committee
   C. Budget & Rates Committee
      *1. Adoption of Revisions to LES Rate Schedules and Service Regulations – LES Resolution 2014-14
   D. Personnel & Organization Committee
      *1. Approval of Personal Leave Accumulation Modification for 2015 – LES Resolution 2014-16
   E. Finance & Audit Committee
      *1. Recommendation of Transfer to Rate Stabilization Fund for 2014 – LES Resolution 2014-17
   F. Legislation & Governmental Affairs Committee
      *1. Approval of 2015 Legislative Guidelines
   G. Communications & Customer Services Committee

6. Administrator & CEO Reports
   A. 2015 State Legislative Outlook

7. Chief Operating Officer’s Reports
   A. Report on 2014 Sustainable Energy Program (SEP) and 2015 SEP Programs
   B. LES Wind and Solar Projects Update

8. Other Business
   A. Monthly Financial and Power Supply Reports
   B. Miscellaneous Information

9. Adjournment

* Denotes Action Items

Next Regular Administrative Board meeting Friday, January 16, 2015.