MINUTES LANCASTER COUNTY BOARD OF COMMISSIONERS COUNTY-CITY BUILDING, ROOM 112 TUESDAY, MARCH 10, 2015 10:30 A.M.

Advance public notice of the Board of Commissioners meeting was posted on the County-City Building bulletin board and the Lancaster County, Nebraska, web site and emailed to the media on March 6, 2015.

Commissioners present: Roma Amundson, Chair; Larry Hudkins, Vice Chair; Bill Avery, Deb Schorr and Todd Wiltgen

Others present: Kerry Eagan, Chief Administrative Officer; Gwen Thorpe, Deputy Chief Administrative Officer; Richard Grabow, Deputy County Attorney; Dan Nolte, County Clerk; Cori Beattie, Deputy County Clerk; and Kelly Lundgren, County Clerk's Office

The Chair called the meeting to order at 10:30 a.m., the pledge of allegiance was recited and the location of the Nebraska Open Meetings Act was announced.

1) <u>MINUTES</u>: Approval of the minutes of the Board of Commissioners meeting held on Tuesday, March 3, 2015.

MOTION: Hudkins moved and Avery seconded approval of the minutes. Avery, Hudkins, Wiltgen and Amundson voted aye. Schorr abstained. Motion carried 4-0 with one abstention.

2) <u>CLAIMS</u>: Approval of all claims process through March 10, 2015.

MOTION: Schorr moved and Hudkins seconded approval of the claims. Hudkins, Schorr, Wiltgen, Avery and Amundson voted aye. Motion carried 5-0.

3) <u>SPECIAL PRESENTATIONS</u>:

A. Recognition of the "Always in Stitches" art exhibit at the County-City Building – Shelly Burge

Shelly Burge expressed her appreciation for the opportunity to display her artwork at the County-City Building. She stated that the history and landscape of Nebraska has been the inspiration for her quilting projects.

B. Lancaster County Visitors Improvement Fund Grant in the amount of \$150,000 to the City of Waverly for improvement of Lawson Park – Julie Lattimer, Visitors Improvement Committee Chair; Jeff Maul, Lincoln Convention & Visitors Bureau Executive Director; Mike Werner, Waverly Mayor; Doug Rix, Waverly City Administrator; and Noah Dea, Waverly Parks and Recreation Director (See correlating item 4A)

SPECIAL PRESENTATIONS CONTINUED:

Jeff Maul, Lincoln Convention & Visitors Bureau Executive Director, told the Board that the sports market is the number one demand generator for overnight rooms in the community with the majority attributed to youth sports.

Julie Lattimer, Visitors Improvement Committee Chair, said their Committee reviewed a substantial amount of information pertaining to the grant. She said Waverly's proximity to Lincoln and it's continued growth were factors in the Committee's vote to recommend approval of the grant to the County Board.

John Toy and Noah Dea of the Waverly Parks and Recreation Department indicated that currently there is one ball field at Lawson Park used for practice and games. Dea indicated a substantial growth in the number participants in Waverly's youth sports programs. This project will add an additional three fields with lights on all fields, a concession stand and restroom facilities. The additional fields would allow the Lincoln and Waverly communities to hold larger national or multi-state tournaments.

Doug Rix, Waverly City Administrator, provided information on a hotel feasibility study that indicated the community could support a 50-60 room facility. He also noted the project has received contributions from the City of Waverly, grant funds, community fundraisers and donations to help complete the project.

4) <u>NEW BUSINESS</u>:

A. Lancaster County Visitors Improvement Fund Grant contract in the amount of \$150,000 between Lancaster County (sponsor) and the City of Waverly (grantee) for improvement of Lawson Park. Term of the contract is July 1, 2015 to December 31, 2015. (C-15-0115)

MOTION: Hudkins moved and Wiltgen seconded approval of the grant contract. Schorr, Wiltgen, Avery, Hudkins and Amundson voted aye. Motion carried 5-0.

B. Special events permit application from Flatwater Cycling to hold Lincoln Industries Gran Fondo Bicycle Race on Saturday, May 16, 2015.

John Lefler, Flatwater Cycling, informed the Board that this was an organized ride and not a competitive race. There are two options, a 60-mile ride or 100-mile ride, both beginning at the Lincoln Industries campus. He has enlisted the help from both the City of Lincoln and Lancaster County for off duty officers to assist in traffic control.

MOTION: Hudkins moved and Schorr seconded approval of the special events permit. Wiltgen, Avery, Hudkins, Schorr and Amundson voted aye. Motion carried 5-0.

NEW BUSINESS CONTINUED:

C. Appointment of Herschel Staats to the Lancaster County Board of Zoning Appeals for a five-year term commencing April 15, 2015.

MOTION: Hudkins moved and Wiltgen seconded approval of the appointment. Wiltgen, Schorr, Hudkins, Avery and Amundson voted aye. Motion carried 5-0.

D. Request for an exceptional circumstances award under Personnel Rule 17.9(b) for Candace Meredith, Real Estate Manager, for a one-step pay increase.

Bill Jarrett, Deputy County Treasurer, said that it was his understanding that approval was granted for this item at the Board of Commissioners February 10, 2015 meeting. However, the Human Resources Department informed them that approval of an exceptional circumstance award would be necessary for an additional step increase. This would bring Meredith's salary as Real Estate Manager equal to the Motor Vehicle Manger's salary as the jobs are equal in responsibilities.

Kerry Eagan, Chief Administrative Officer, indicated that the prior approval was to revise the pay grades for those specific positions and had no reflection on the individuals doing the jobs. He added when there is a revision to a pay grade a one-step increase is automatic.

Avery questioned what criteria determined exceptional circumstances. Jarrett indicated Human Resources required a letter of recommendation.

Hudkins asked if it was possible to increase the pay over time, one with the approved pay grade increase and the other in six months. Jarrett said it would be possible but it would require the same process at that time.

MOTION: Schorr moved and Wiltgen seconded approval of the request. Schorr, Wiltgen and Amundson voted aye. Hudkins voted nay. Avery abstained. Motion carried 3-1 with one abstention.

E. Resolution in the matter of relaxing the design standards for rehabilitation of Upper Salt Creek Dam, 3-A, in the area of West Stagecoach Road in the vicinity of Southwest 2nd Street, Lancaster County, Nebraska. (R-15-0010)

This item was held per the request of the County Engineering Department. The Department intends to conduct traffic counts this week in order to verify the necessity of the resolution and request.

 F. Recommendation from the Purchasing Department and the County Engineering Department to award a bid per Bid No. 15-045 (Project No. 15-14) to Interstate Sealant & Concrete, for crack sealing bituminous pavement in the amount of \$61,210.00. (B-15-0012)

MOTION: Schorr moved and Wiltgen seconded approval of the bid. Avery, Wiltgen, Schorr, Hudkins and Amundson voted aye. Motion carried 5-0.

NEW BUSINESS CONTINUED:

G. Amendment to County Contract C-12-0653 with Egan Supply Company for the annual supply of ice melt. The amendment increases the County's maximum expenditures to \$6,000 for the contract term. (C-15-0116)

MOTION: Schorr moved and Hudkins seconded approval of the amendment. Wiltgen, Hudkins, Schorr and Amundson voted aye. Motion carried 4-0. (Commissioner Avery stepped aside and did not vote.)

H. Subdivision agreement with Land II, LLC, regarding a Community Unit Plan for The Preserve at Cross Creek 7th Addition on property generally located at S. 63rd Street and Roca Road. (C-15-0118)

MOTION: Schorr moved and Hudkins seconded approval of the agreement. Avery, Schorr, Hudkins, Wiltgen and Amundson voted aye. Motion carried 5-0.

I. Contract between K2 Construction and Lancaster County for County snow removal – truck mounted plow services on an as-needed basis. The cost to the County shall be \$140.00 per hour per truck mounted plow. Term of the agreement is one year from the date of execution. (C-15-0119)

MOTION: Schorr moved and Wiltgen seconded approval of the contract. Hudkins, Wiltgen, Schorr, Avery and Amundson voted aye. Motion carried 5-0.

J. Contract between K2 Construction and Lancaster County for County snow removal – motor grader services on an as-needed basis. The cost to the County shall be \$115.00 per hour per truck. Term of the agreement is one year from the date of execution. (C-15-0120)

MOTION: Wiltgen moved and Schorr seconded approval of the contract. Schorr, Avery, Wiltgen, Hudkins and Amundson voted aye. Motion carried 5-0.

K. Amendment to County Contract C-13-0111 with Halls Culligan for the annual supply of water softener salt. The amendment renews the agreement for an additional one-year term from March 8, 2015 to March 7, 2016. (C-15-0121)

MOTION: Schorr moved and Wiltgen seconded approval of the amendment. Avery, Hudkins, Schorr, Wiltgen and Amundson voted aye. Motion carried 5-0.

L. Amendment to County Contract C-14-0246 with Recycling Enterprises of NE, Inc. for recycling services. The amendment renews the agreement for an additional one-year term from February 1, 2015 to January 31, 2016. (C-15-0122)

MOTION: Schorr moved and Wiltgen seconded approval of the amendment. Hudkins, Schorr, Wiltgen, Avery and Amundson voted aye. Motion carried 5-0.

NEW BUSINESS CONTINUED:

M. Amendment to County Contract C-12-0173 with 3M Company, Traffic Safety Systems for the annual requirements to supply and deliver reflective sheeting. The amendment renews the agreement for an additional one-year term from February 1, 2015 to January 31, 2016. (C-15-0123)

MOTION: Hudkins moved and Schorr seconded approval of the amendment. Schorr, Wiltgen, Avery, Hudkins and Amundson voted aye. Motion carried 5-0.

N. Amendment to County Contract C-14-0047 with Select Van & Storage – Mayflower Transit for moving services on an as-needed basis. The amendment renews the agreement for an additional one-year term from January 28, 2015 to January 27, 2016. (C-15-0124)

MOTION: Schorr moved and Wiltgen seconded approval of the amendment. Wiltgen, Avery, Hudkins, Schorr and Amundson voted aye. Motion carried 5-0.

O. Amendment to County Contract C-14-0045 with Office Interiors & Designs, Inc. for moving services on an as-needed basis. The amendment renews the agreement for an additional one-year term from January 28, 2015 to January 27, 2016. (C-15-0125)

MOTION: Schorr moved and Avery seconded approval of the amendment. Avery, Hudkins, Schorr, Wiltgen and Amundson voted aye. Motion carried 5-0.

P. Amendment to County Contract C-14-0046 with Black Belt Movers for moving services on an as-needed basis. The amendment renews the agreement for an additional one-year term from January 28, 2015 to January 27, 2016. (C-15-0126)

MOTION: Schorr moved and Avery seconded approval of the amendment. Hudkins, Schorr, Wiltgen, Avery and Amundson voted aye. Motion carried 5-0.

Q. Approval of the Lancaster County's Flexible Benefits Plan and Summary Plan Description. The County previously approved a business associate agreement and administrative services agreement with Flex-Plan Services, Inc. for the ongoing administration of Lancaster County's Flexible Benefits Plan and Health Flexible Spending Arrangement. Approval of the Plan documents is required by Flex-Plan Services, Inc.

MOTION: Hudkins moved and Wiltgen seconded approval of the Flexible Benefits and Summary Plan description. Schorr, Wiltgen, Avery, Hudkins and Amundson voted aye. Motion carried 5-0.

5) <u>CONSENT ITEMS</u>: These are routine business items that are expected to be adopted without dissent. Any individual item may be removed for special discussion and consideration by a Commissioner or by any member of the public without prior notice. Unless there is an exception, these items will be approved as one with a single vote of the Board of Commissioners. These items are approval of:

A. Receive and place on file the following monthly reports for February, 2015:

- **1**. County Clerk
- 2. County Assessor/Register of Deeds
- **3.** Clerk of the District Court
- 4. Records & Information Management

B. Right-of-Way Contract with Richard A. and Dianna K. Slama, NW 84th & W. Adams, in the amount of \$428.00. (C-15-0117)

MOTION: Schorr moved and Hudkins seconded approval of the consent items. Wiltgen, Avery, Hudkins, Schorr and Amundson voted aye. Motion carried 5-0.

6) <u>PUBLIC COMMENT</u>: Those wishing to speak on items relating to County business not on the agenda may do so at this time.

Gary Aldridge, 7112 S. 45th Street, Lincoln, NE 68516, appeared and requested clarification regarding if the Chair of the Board of Commissioners is the Chief Executive Officer of the county. Hudkins responded that unlike a city, which has a council responsible for making policies and a mayor as the administrative officer, a county board is administrative as well as policy-making. He added the Chair serves as the spokesperson for the Board of Commissioners.

7) <u>ANNOUNCEMENTS</u>:

- A. The Lancaster County Board of Commissioners will hold a staff meeting on Thursday, March 12, 2015 at 8:30 a.m., in the Bill Luxford Studio (Room 113) of the County-City Building (555 S. 10th Street, Lincoln).
- B. The Lancaster County Board of Commissioners will hold their next regular meeting on Tuesday, March 17, 2015, at 10:30 a.m., in Room 112 of the County-City Building (555 S. 10th Street, Lincoln) with the Board of Equalization immediately following.
- C. The County Commissioners can be reached at 402-441-7447 or commish@lancaster.ne.gov.
- D. The Lancaster County Board of Commissioners meeting is broadcast live. It is rebroadcast on Tuesday and Saturday on 5 City-TV, Cable Channel 5. In addition, the meeting may be viewed on the internet at lancaster.ne.gov under 5 City-TV, Video on Demand or 5 City-TV on YouTube.

8) <u>ADJOURNMENT</u>

MOTION: Schorr moved and Wiltgen seconded to adjourn the Lancaster County Board of Commissioners meeting at 11:28 a.m. Wiltgen, Schorr, Hudkins, Avery and Amundson voted aye. Motion carried 5-0.

Dan Nalte

Dan Nolte, County Clerk



MINUTES LANCASTER COUNTY BOARD OF EQUALIZATION COUNTY-CITY BUILDING, ROOM 112 TUESDAY, MARCH 10, 2015 IMMEDIATELY FOLLOWING THE LANCASTER COUNTY BOARD OF COMMISSIONERS MEETING

Advance public notice of the Board of Equalization meeting was posted on the County-City Building bulletin board and the Lancaster County, Nebraska, web site and emailed to the media on March 6, 2015.

Commissioners present: Roma Amundson, Chair; Larry Hudkins, Vice Chair; Bill Avery, Deb Schorr and Todd Wiltgen

Others present: Scott Gaines, Deputy Assessor/Register of Deeds; Kerry Eagan, Chief Administrative Officer; Gwen Thorpe, Deputy Chief Administrative Officer; Richard Grabow, Deputy County Attorney; Dan Nolte, County Clerk; Cori Beattie, Deputy County Clerk; and Kelly Lundgren, County Clerk's Office

The Chair called the meeting to order at 11:28 a.m., and the location of the Nebraska Open Meetings Act was announced.

1) <u>MINUTES</u>: Approval of the minutes of the Board of Equalization meeting held on Tuesday, March 3, 2015.

MOTION: Hudkins moved and Wiltgen seconded approval of the minutes. Avery, Hudkins, Wiltgen and Amundson voted aye. Schorr abstained. Motion carried 4-0 with one abstention.

2) <u>ADDITIONS AND DEDUCTIONS TO THE TAX ASSESSMENT ROLLS</u>: (See attached additions and deductions)

MOTION: Schorr moved and Hudkins seconded approval of the additions and deductions. Hudkins, Schorr, Wiltgen, Avery and Amundson voted aye. Motion carried 5-0.

3) **PUBLIC HEARING**:

A. Motor Vehicle Tax Exemption Applications

Alzheimer's Association – Nebraska Chapter The Catholic Bishop of Lincoln

The Chair opened the public hearing.

No one appeared to testify in support, opposition or in a neutral position.

The Chair closed the public hearing.

MOTION: Wiltgen moved and Hudkins seconded approval of the exemptions. Schorr, Wiltgen, Avery, Hudkins and Amundson voted aye. Motion carried 5-0.

4) APPEAL OF HOMESTEAD EXEMPTION REJECTION:

Beverly S. Kaplan and S. David Kaplan

Deb Lyford, daughter of Beverly and David Kaplan, requested at least a prorated homestead exemption be granted as her mother had occupied the home from January 1, 2014 to July 6, 2014. She noted the property was transferred to Samuel Kaplan at the end of July.

Avery referred to the State law that indicates the applicant must own and occupy the property from January 1 to August 15 in order to be eligible for the exemption.

Richard Grabow, Deputy Lancaster County Attorney, presented a certified copy of a quitclaim deed, a notice of rejection and the Nebraska Homestead Exemption application. (Exhibits A, B, and C)

Scott Gaines, Deputy Assessor/Register of Deeds, said while State statute does account for those in a hospital or a nursing home, there is no subjectivity involved if the property changes ownership. He added that the State does reimburse counties for tax dollars related to homestead exemptions.

Grabow confirmed Avery's observation regarding the State law and recommended the Board deny the appeal. Grabow also noted, upon rejection by the Assessor, State law requires the applicant to appeal to the Board of Equalization within thirty days, which was not the case.

MOTION: Hudkins moved and Avery seconded to deny of the appeal. Wiltgen, Avery, Hudkins, Schorr and Amundson voted aye. Motion carried 5-0.

5) **<u>PUBLIC COMMENT</u>**: Those wishing to speak on items relating to County Board of Equalization business not on the agenda may do so at this time.

No one appeared for public comment.

5) ADJOURNMENT

MOTION: Schorr moved and Wiltgen seconded to adjourn the Lancaster County Board of Equalization meeting at 11:37 a.m. Wiltgen, Hudkins, Schorr, Avery and Amundson voted aye. Motion carried 5-0.

Dan Malte

Dan Nolte, County Clerk



	EXHIBIT	
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CERTIFICATION

STATE OF NEBRASKA

COUNTY OF LANCASTER

I, NORMAN H. AGENA, ASSESSOR/REGISTER OF DEEDS OF LANCASTER COUNTY, NEBRASKA, DO HEREBY CERTIFY THAT I HAVE COMPARED THE FOLLOWING INSTRUMENT AND FIND THAT IT IS A TRUE AND CORRECT COPY OF A QUITCLAIM DEED, BETWEEN BEVERLY S. KAPLAN, BY DEBRA A. LYFORD, ATTORNEY-IN-FACT FOR BEVERLY S. KAPLAN, AS GRANTOR, AND SAMUEL KAPLAN, AS GRANTEE, WHICH SAID DOCUMENT IS RECORDED AS INSTRUMENT NUMBER 2014-027155 IN THE OFFICE OF SAID REGISTER OF DEEDS.

I FURTHER CERTIFY THAT I AM THE OFFICIAL WHO HAS BY LAW, THE LEGAL CUSTODY AND CONTROL OF THE REAL ESTATE RECORDS OF LANCASTER COUNTY, NEBRASKA.

IN TESTIMONY WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY OFFICIAL SEAL THIS 9TH DAY OF MARCH, 2015.

Lancaster County Assessor/ Register of Deeds NEBRASKA * SEAL *

NORMAN H. AGENA

COUNTY ASSESSOR/REGISTER OF DEEDS LANCASTER COUNTY, NEBRASKA

Inst # 2014027155 Tue Jul 22 11:07:30 CDT 2014 Filing Fee \$16 00 Stamp Tax \$0 00 Exempt 5 cpockg Lancaster County NE Assessor/Register of Deeds Office OCDEED , Pages 2

Bill the account of and return to McHenry, Haszard Roth Hupp, Burknolder & Blomenberg, PC PO Box 82426 Lincoln NE 68501-2426

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QUITCLAIM DEED

BEVERLY S. KAPLAN, a single person, by Debra K. Lyford, attorney-in-fact for Beverly S. Kaplan, Grantor, for valuable consideration, receipt of which is hereby acknowledged, quitclaims to SAMUEL KAPLAN, Grantee, all of the right, title and interest in the following described real estate located in Lancaster County, Nebraska

LOT 34, IRREGULAR TRACTS IN THE NORTHEAST 1/4 OF SECTION 35, TOWNSHIP 8 NORTH, RANGE 7 EAST OF THE 6TH P.M., LANCASTER COUNTY, NEBRASKA

a/k/a 8901 Hickman Road, Hickman, NE 68372 Executed this 4^{T_4} day of July, 2014.

BEVERLY S KAPLAN, Grantor ford, as attorney bely S. Kaplan in fact for Bevoly S. Ka

Debra K Lyford, as attorney-in-fact for Beverly S Kaplan under a Durable Power of Attorney dated October 10, 2001

By

SIG 6 5+ 68508

STATE OF NEBRASKA

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COUNTY OF LANCASTER

The foregoing instrument was acknowledged before me on the 4 day of 2014, by Debra K. Lyford, as attorney-in-fact for Beverly S Kaplan under a Durable Power of Attorney dated October 10, 2001 on behalf of Beverly S. Kaplan, Grantor

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) ss.



Notary Public

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CERTIFICATION

STATE OF NEBRASKA

il.

COUNTY OF LANCASTER

I, NORMAN H. AGENA, ASSESSOR/REGISTER OF DEEDS OF LANCASTER COUNTY, NEBRASKA, DO HEREBY CERTIFY THAT I HAVE COMPARED THE FOLLOWING DOCUMENT AND FIND THAT IT IS A TRUE AND CORRECT COPY OF A NOTICE OF REJECTION OF HOMESTEAD EXEMPTION, PREPARED AND MAILED TO BEVERLY KAPLAN BY SAID COUNTY ASSESSOR'S OFFICE ON OCTOBER 9, 2014.

I FURTHER CERTIFY THAT I AM THE OFFICIAL WHO HAS BY LAW, THE LEGAL CUSTODY AND CONTROL OF THE REAL ESTATE RECORDS OF LANCASTER COUNTY, NEBRASKA.

IN TESTIMONY WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY OFFICIAL SEAL THIS 9TH DAY OF MARCH, 2015.

Lancaster County Assessor/ Register of Deeds NEBRASKA * SEAL *

More a

NORMAN H. AGENA COUNTY ASSESSOR/REGISTER OF DEEDS LANCASTER COUNTY, NEBRASKA

Nebrasica Department of REVENUE	Notice of Rejection of Homestead		
Name Beverly & David Ka	plan	Tax 20	
Address 8901 Hickman Rd		The Carlos I Carl	
City or Town Hickman	Staie NE	Zip Code Cou 68372 LA	NCASTER
Legal Description			
35-8-7 Lot 34 NE	· · · ·		

Your homestead exemption application for the real property described above has been rejected or partially rejected.

Reason for Rejection or Partial Rejection:

You must own and occupy the home Jan 1 thru August 15th in order to qualify for the Homestead Exemption and the home sold prior to August 15th.

Signature of County Assessor

10/9/14 Date

If you disagree with this notice, you may request a hearing with the county board of equalization by filing a written complaint with the county clerk within 30 days of receipt of this notice. Your complaint must include the reasons you believe the rejection is in error and a copy of this Form 458R. Applications approved by the county board of equalization are subject to review by the Nebraska Tax Commissioner.

This notice will be mailed by July 31. In cases of a change in ownership or occupancy from January 1 through August 15, or a late application authorized by the county board or permitted because of a medical condition, this notice will be mailed within a reasonable amount of time.

Retain a copy for your records. revenue.nebraska.gov/PAD, 888-475-5101 or 402-471-6185

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CERTIFICATION

STATE OF NEBRASKA

COUNTY OF LANCASTER

I, NORMAN H. AGENA, ASSESSOR/REGISTER OF DEEDS OF LANCASTER COUNTY, NEBRASKA, DO HEREBY CERTIFY THAT I HAVE COMPARED THE FOLLOWING DOCUMENT AND FIND THAT IT IS A TRUE AND CORRECT COPY OF A NEBRASKA HOMESTEAD EXEMPTION APPLICATION FROM BEVERLY KAPLAN, RECEIVED BY SAID COUNTY ASSESSOR'S OFFICE ON MARCH 27, 2014.

I FURTHER CERTIFY THAT I AM THE OFFICIAL WHO HAS BY LAW, THE LEGAL CUSTODY AND CONTROL OF THE REAL ESTATE RECORDS OF LANCASTER COUNTY, NEBRASKA.

IN TESTIMONY WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY OFFICIAL SEAL THIS 9TH DAY OF MARCH, 2015.

Lancaster County Assessor/ Register of Deeds NEBRASKA *SERL*

NORMAN H. AGENA COUNTY ASSESSOR/REGISTER OF DEEDS LANCASTER COUNTY, NEBRASKA

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