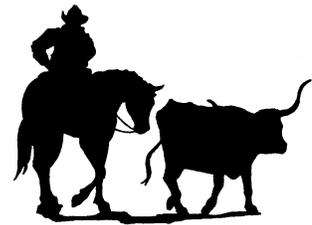


City of Ogallala

411 East 2nd Street
Ogallala, NE 69153
Phone 308-284-3607
City Fax 308-284-6565



MEMORANDUM

DATE: January 25, 2014
TO: Ogallala City Council
CC: Mike McQuillan, City Attorney; Jane Skinner, City Clerk
FROM: Aaron Smith, City Manager
RE: Briefing for Regular Council Meeting of: January 28, 2014

1. **Roll call of Members. (Verification of Notice to call meeting to Order).**
2. **Consent Agenda:**
 - A. Minutes of the Regular Meeting held January 14, 2014.
 - B. Claims.

The consent agenda lists routine non-controversial items collectively approved by the Council with no discussion and one motion.

The Council may discuss and vote on any individual item by removing it from the consent agenda. In addition, any person in attendance may request that an item be removed.

Recommended motion:

“Move to approve the consent agenda.”

After the motion receives a second, the vote is called for.

After the vote, the Council President declares:

“Motion carried.”

Or;

“Motion failed.”

3. **Public Hearing:**
4. **Public Forum:**

A. John & Debbie Foust – Fireworks Vendor Permits

John and Debbie have requested to present and distribute information to Council.

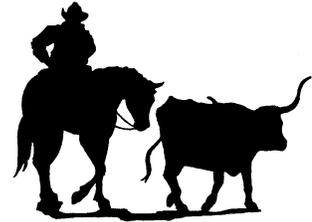
5. **Report of City Clerk-Treasurer:**

A. Claim - West Central Nebraska Development District.



City of Ogallala

411 East 2nd Street
Ogallala, NE 69153
Phone 308-284-3607
City Fax 308-284-6565



Due to Councilman Elmshaeuser's previously declared conflict of interest regarding West Central Nebraska Development District, the claim payable to WCNDD has been separated from the rest of the claims for approval.

Recommended motion:

"Move to approve the claims payable to West Central Nebraska Development District in the amount of \$292.50."

- B. Claim – Rankin Sales and Service.

Due to Councilman Rankin's previously declared conflict of interest regarding Rankins Sales and Service, the claim payable to Rankin Sales and Service has been separated from the rest of the claims for approval.

Recommended motion:

"Move to approve the claims payable to Rankin Sales and Services in the amount of \$6.41."

After the motion receives a second, the vote is called for.

After the vote, the Council President declares:

"Motion carried."

Or;

"Motion failed."

6. Recommendations of Departments, Boards and Committees:

- A. Airport – Consultant Agreement Airport Improvement Program (AIP Project No. 3-31-0061-10).

Tom Trumble has provided the following Overview and will be available by conference call should you have any specific questions for him.

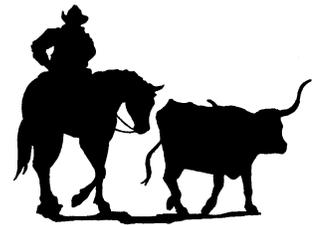
The construction project is to consist of the following elements.

1. Replace the existing airport beacon and tower with a new beacon and tip down pole.
 - a. The existing beacon has reached a point where continued maintenance difficult.
 - b. The tip down pole will eliminate the need to climb a tower which is an issue to remain in compliance with OSHA.



City of Ogallala

411 East 2nd Street
Ogallala, NE 69153
Phone 308-284-3607
City Fax 308-284-6565



2. Construct a new building and install new runway lighting regulators and lighting controls.
 - a. The existing regulators are in the old Highway patrol offices.
 - b. Both regulators are old and the one that supports the lights on RWY 13/31 is known to be in poor condition.
 - c. The new structure will be independent with a dedicated power supply.
 - d. The structure will be located such that the floor will be above the 100 year flood plain.
3. Construct a new lighted wind cone and segmented circle.
 - a. The existing wind cone is located in an area where an apron expansion is planned.
 - b. The new wind cone will be internally lighted with LEDs.

Olsson Associates has formulated a consulting agreement to provide Design, Bid, and, Construction observation services to support the above construction project.

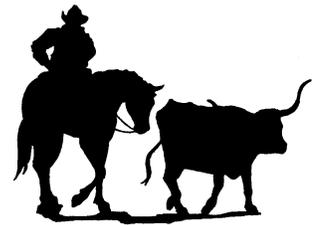
The Following elements comprise Olsson's proposed consulting agreement.

1. **Design** – to be lump sum amount as per Exhibit A. It will be billed progressively in proportion to amount complete.
 - a. As per section 2 of the consultant agreement OA will conduct survey, field verify existing conditions, calculate the lighting loads, and size equipment. Engineering plans, specifications, bid documents, and engineer's design report will be submitted for approval of the owner, FAA, and NDA prior to bid.
2. **Bid** – to be lump sum amount as per Exhibit B. It will be billed progressively in proportion to the amount complete.
 - a. In section 3 of the Agreement plans and bid documents will be supplied to potential bidders, the City, the FAA, Plan houses, and the NDA.
 - b. OA will provide the bid advertisement to plan houses, on line plan services, and direct mail to known potential bidders.
 - c. We are to assist the city with tabulating the proposals, analyzing the bid results, evaluating the bids, and will make recommendations for the award of bid.
 - d. We will provide assistance with the submission of documents to support the award of bid and obtain the FAA grant for the project.
 - e. Upon FAA concurrence OA prepare the contract documents to be executed by the City and the Contractor and submit for FAA approval.
3. **Construction Phase** – is cost plus as per Exhibit C. It will be billed progressively in proportion to the actual hours and expenses incurred.
 - a. This phase comprises of the services shown in section 4 of the agreement.
 - b. In summary OA will perform, preconstruction meeting; part time observation, review shop drawings, submit contractor progress estimates, collect wage reports, verify wages, conduct final inspection, prepare as built drawings, and submit project closeout report to the FAA.



City of Ogallala

411 East 2nd Street
Ogallala, NE 69153
Phone 308-284-3607
City Fax 308-284-6565



The Nebraska Department of Aeronautics has reviewed the proposed agreement and is in agreement with the fees and form of the document.

The anticipated project total including construction and engineering fee is \$200,000.

The FAA grant will be 90 % of the total of; the actual construction bid, plus the Amount of the consultant fee, plus administrative expense for the NDA and miscellaneous expenses from the city.

The current budget would anticipate \$180,000 FAA AIP grant funds and \$20,000 in funding from the city.

By my records the City has \$509,884 in FAA Airport Improvement Program funds that they are entitled to for eligible projects.

The amount of \$59,884 will time out and be lost if it is not committed to a grant prior to Sept. 30, 2014.

Recommended motion:

“Move to approve the Consultant Agreement, Airport Improvement Program (AIP Project No. 3-31-0061-10 and authorize the Council President to sign the Consultant Agreement.”

After the motion receives a second, the vote is called for.

After the vote, the Council President declares:

“Motion carried.”

Or;

“Motion failed.”

- B. Administration – 2012-2013 Audit Presentation – Terry Galloway.

Terry Galloway will be in attendance to present the 2012-2013 Audit.

Recommended motion:

“Move to accept the 2012-2013 Audit as presented.”

After the motion receives a second, the vote is called for.

After the vote, the Council President declares:

“Motion carried.”

Or;

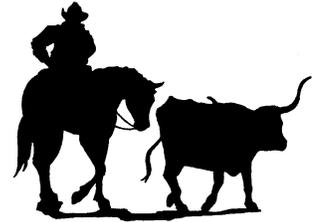
“Motion failed.”

- C. Community Development – Community Development Block Grant Contract Amendment (CDBG #10-DTR-108).



City of Ogallala

411 East 2nd Street
Ogallala, NE 69153
Phone 308-284-3607
City Fax 308-284-6565



This is an Amendment to the Community Development Block Grant Contract Amendment (CDBG #10-DTR-108). This time extension will allow the downtown façade improvement grant recipients more time to complete their projects. The new deadline would be June 21st 2014, however we are requiring that the projects be completed by the 1st.

Recommended motion:

“Move to approve the Community Development Block Grant Contract Amendment (CDBG #10-DTR-108) and authorize the Council President to sign the amendment to the contract.”

After the motion receives a second, the vote is called for.

After the vote, the Council President declares:

“Motion carried.”

Or;

“Motion failed.”

- D. Community Development – Owner Occupied Housing Rehab project recap – Ginger Featherngill-WCNDD. (CDBG #08-HO-3073).

Ginger Featherngill with WCNDD will be in attendance to give a recap of the project.

No Action Necessary

- E. Community Development - Specifications, advertising and bid opening dates for Improvements to Nebraska Highway 61, Pony Express Lane and Oregon Trail Drive.

This advertisement would authorize the City to request invitations for bid for improvements to Oregon Trail Drive, extension to Pony Express Lane and construction of a south bond turn lane on Hwy 61. In addition, extension of utilities such as water and sewer would also be included. More specific information is available in your packet. (6.E.)

Recommended motion:

“Move to approve specifications, advertising and bid opening dates for Improvements to Nebraska Highway 61, Pony Express Lane and Oregon Trail Drive.”

After the motion receives a second, the vote is called for.

After the vote, the Council President declares:

“Motion carried.”

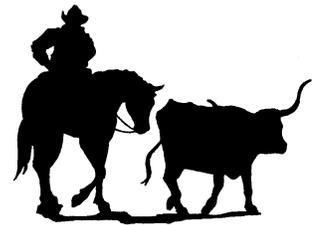
Or;

“Motion failed.”



City of Ogallala

411 East 2nd Street
Ogallala, NE 69153
Phone 308-284-3607
City Fax 308-284-6565



- F. Community Development – Letter Agreement for Professional Services for Offsite Improvements Nebraska Highway 61, Pony Express Lane and Oregon Trail Drive – Olsson Associates.

This would authorize the City to enter into an agreement with Olsson and Associates for Professional Services for Offsite Improvements: Nebraska Highway 61, Pony Express Lane and Oregon Trail Drive

Jeff Palik will be in attendance to answer any specific questions related to the contract or scope of work.

Recommended motion:

“Move to approve the Letter Agreement for Professional Services for Offsite Improvements for: Nebraska Highway 61, Pony Express Lane and Oregon Trail Drive with Olsson Associates, and authorize the Council President to sign the agreement.”

After the motion receives a second, the vote is called for.

After the vote, the Council President declares:

“Motion carried.”

Or;

“Motion failed.”

- G. Goodall Recreation Center – Waiving fees for new patrons during the month of February for use of the facility.

The Goodall Recreation Center recently received a \$65,000 donation for the purchase of equipment. I believe this is the perfect time to encourage new membership through a membership drive. I am recommended that council waive the February monthly fee for new members that sign up between January 29th and February 14th.

Recommended motion:

“Move to authorize that the February monthly fee for new members that sign up between January 29th and February 14th be waived.”

After the motion receives a second, the vote is called for.

After the vote, the Council President declares:

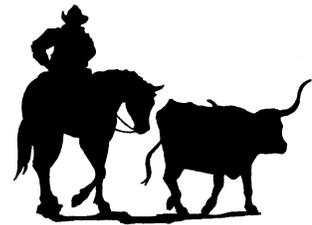
“Motion carried.”

Or;



City of Ogallala

411 East 2nd Street
Ogallala, NE 69153
Phone 308-284-3607
City Fax 308-284-6565



“Motion failed.”

H. Library – Annual Report

Library Director, Kendra Casky will be in attendance to present the annual report.

Recommended motion:

“Move to accept the Library Annual Report as presented.”

After the motion receives a second, the vote is called for.

After the vote, the Council President declares:

“Motion carried.”

Or;

“Motion failed.”

- I. Planning and Zoning - Amend the Ogallala zoning map regarding property located in Lot B, Jehorek’s Replat, a replat of Lot 2, Hillis’s Replat, An Administrative Replat of Lot 3, Ogallala Industrial Addition. The proposal is to rezone this property from A-1 *Agricultural District* to I-1 *Industrial District*. (Ord. 1310).

This ordinance was read for the first time on January 14th 2014.

Recommended motion, by ordinance:

“I would introduce Ordinance 1310.”

There is no motion or vote. The Council President states who introduced the ordinance and then reads the ordinance by title.

“An Ordinance rezoning the following described real estate: Lot B, Jehorek’s Replat, A Replat of Lot 2, Hillis’s Replat, An Administrative Replat Of Lot 3, Ogallala Industrial Addition From A-1 (Agricultural District) To I-1 (Industrial District).”

There is no motion, second or vote.

After the reading, the Council President declares;

Ordinance 1310 has been read for the second time.

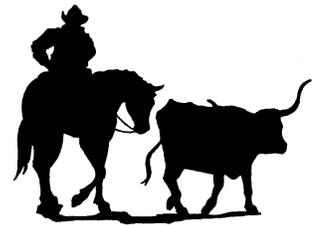
If you wish to suspend the reading on two separate occasions, this is the procedure.

Recommended motion (by ordinance):



City of Ogallala

411 East 2nd Street
Ogallala, NE 69153
Phone 308-284-3607
City Fax 308-284-6565



“I would introduce Ordinance 1310 and move to suspend the rules, so that the ordinance may be read by title and moved for passage at this meeting.”

After the motion receives a second, the vote is called for.

After the vote, the Council President declares:

“Motion carried.”

Or;

“Motion failed.”

If the motion carries, the Council President then reads the ordinance by title.

“An Ordinance rezoning the following described real estate: Lot B, Jehorek’s Replat, A Replat of Lot 2, Hillis’s Replat, An Administrative Replat Of Lot 3, Ogallala Industrial Addition From A-1 (Agricultural District) To I-1 (Industrial District).”

A Council member may then:

“Move to adopt Ordinance 1310.”

After the motion receives a second, the vote is called for.

After the vote, the Council President declares:

“Ordinance 1310 is adopted.”

Or;

“Ordinance 1310 has failed.”

- J. Planning and Zoning - Recommendation to amend the Ogallala zoning code, Chapter 44 adding requirements for perimeter fencing located within the zoning jurisdiction of Ogallala. (Ord. 1311).

This ordinance will add requirements for perimeter fencing within the City of Ogallala’s zoning jurisdiction.

This ordinance was read for the first time on January 14th 2014.

Recommended motion, by ordinance:

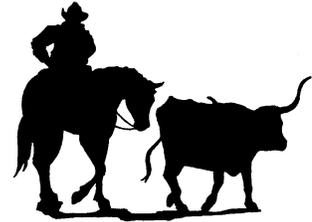
“I would introduce Ordinance 1311.”

There is no motion or vote. The Council President states who introduced the ordinance and then reads the ordinance by title.



City of Ogallala

411 East 2nd Street
Ogallala, NE 69153
Phone 308-284-3607
City Fax 308-284-6565



“An Ordinance Adding Section 44-1711 Of The Ogallala Municipal Code Governing Perimeter Boundary Fencing.”

There is no motion, second or vote.
After the reading, the Council President declares;
Ordinance 1311 has been read for the second time.

7. Report of City Attorney:

8. Report of City Manager:

- A. Storm Water
- B. Ambulance Service

9. Report of City Council members:

- A. Board of Health – Pete Peterson.
- B. Chamber of Commerce – Kevin Block.
- C. Keep Keith County Beautiful – Buck Bassett.
- D. Keith County Area Development – Karl Elmshaeuser.
- E. Kenfield Petrified Wood Gallery – Rodger Rankin.
- F. Library Board – Kevin Block.
- G. Ogallala Community Hospital Advisory Board – Karl Elmshaeuser.

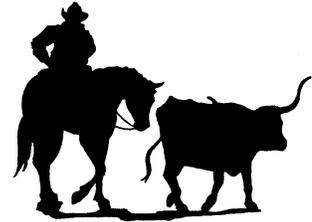
10. Closed session:

11. Adjourn.



City of Ogallala

411 East 2nd Street
Ogallala, NE 69153
Phone 308-284-3607
City Fax 308-284-6565



JANUARY 28, 2014

AGENDA ATTACHMENTS

- 2.A. Minutes of the Regular Meeting held January 14, 2014.
- 2.B. Claims.
- 5.A. Claim - West Central Nebraska Development District.
- 5.B. Claim – Rankin Sales and Service.
- 6.A. Airport – Consultant Agreement Airport Improvement Program (AIP Project No. 3-31-0061-10).
- 6.C. Community Development – Community Development Block Grant Contract Amendment (CDBG #10-DTR-108).
- 6.E. Community Development - Specifications, advertising and bid opening dates for Improvements to Nebraska Highway 61, Pony Express Lane and Oregon Trail Drive.
- 6.F. Community Development – Letter Agreement for Professional Services for Offsite Improvements Nebraska Highway 61, Pony Express Lane and Oregon Trail Drive – Olsson Associates.
- 6.I. Planning and Zoning - Amend the Ogallala zoning map regarding property located in Lot B, Jehorek’s Replat, a replat of Lot 2, Hillis’s Replat, An Administrative Replat of Lot 3, Ogallala Industrial Addition. The proposal is to rezone this property from A-1 *Agricultural District* to I-1 *Industrial District*. (Ord. 1310).
- 6.J. Planning and Zoning - Recommendation to amend the Ogallala zoning code, Chapter 44 adding requirements for perimeter fencing located within the zoning jurisdiction of Ogallala. (Ord. 1311).

