

Council Meetings

December 5, 2023 City Council Meeting

Agenda Materials

Agenda

Agenda 231205 2

Item A - Consent Calendar

Consent Calendar 3

CC Item - Minutes 231121 4

CC Item - Council Proceedings 28

CC Item - Payroll 30

CC Item - Claims 31

CC Item - Cemetery Certificates 47

CC Item - Resolution No. 23-108 C&L Janitorial Services 49

CC Item - Resolution No. 23-109 NDOT Agreement No. 3 73

CC Item - Res. No. 23-109 NDOT Agreement No. 3 Documents 74

CC Item - Tort Claim Acknowledgement 79

Item B - Ordinance No. 2969 - Third Reading - Annexation of Block 1, Myrtle Second Addition

Item B - ORD No. 2969 - Annexation Block 1, Myrtle Second Addition - Third 87

Item C - Board Appointment

Item C - Board Application 90

Item C - Board Listing 91

Agenda Request

Item D - Agenda Request Form 94



Building the Best Hometown in America®

ALLIANCE, NEBRASKA
CITY COUNCIL MEETING
Alliance Learning Center
1750 Sweetwater Avenue
December 05, 2023 – 7:00 p.m.
AGENDA

- **Call to Order**
- **Roll Call**
- **Invocation and Pledge of Allegiance**
- **Open Meetings Act Announcement**

For the public's reference a copy of the Open Meetings Law has been posted on the northeast corner of this room in the audience area. This posting complies with the requirements of the Nebraska Legislature.

A. Consent Calendar

Approval of Minutes, Council Proceedings, Payroll and Claims
Cemetery Certificate Approval
Resolution No. 23-108 – Culture & Leisure Services Janitorial Bid
Resolution No. 23-109 – NDOT Maintenance Agreement No. 3
Tort Claim Acknowledgement

B. Ordinance No. 2969 – Annexation of Block 1, Myrtle Second Addition

Ordinance No. 2969 is before Council on third and final reading, which will approve and amend the City Limit Map of the City of Alliance and annex Block 1, Myrtle Second Addition to be within corporate limits of the City.

C. Board Appointment

Kelsey Turman has submitted an application to serve another term on the Board of Adjustment. The Board of Adjustment currently has three vacancies and one term expiring December 31, 2023.

D. Agenda Request

A request from Denise M. Yocum was received on November 29, 2023 to speak before the City Council.

- **Motion to Adjourn**

Respectfully submitted,

Shelbi C. Pitt
City Clerk

† Added by addendum to agenda 24 hours prior to the meeting.
The City Council reserves the right to adjourn into closed session as per Section 84-1410 of the Nebraska Revised Statutes.

City of Alliance Goals

Build Excellence Through Warm Communication and Genuine Alliances * Create a Fun Place to Live, Work and Play * Construct Homes and Develop Neighborhoods * Celebrate and Relax In Our Positive and Friendly Hometown * Promote a Strong and Vibrant Community

CONSENT CALENDAR – DECEMBER 05, 2023

1. Approval: Minutes of the Regular Meeting, November 21, 2023.
2. Approval: Payroll from December 01, 2023 in the total amount of \$376,238.69.
3. Approval: Claims against the following funds: General, General Debt Service, Trust and Agency, Street, Electric, Refuse Collection and Disposal, Sanitary Sewer, Water, Golf Course, Downtown Improvement Districts, R.S.V.P., Keno, and Capital Improvement; \$779,311.05.
4. Approval: Cemetery Certificates for Heimback-McKinney, May K. and Andersen, Linda.
5. Approval: Resolution No. 23-108 which will approve the janitorial contracts for Alliance, Municipal Airport, SkyView Golf Course, Alliance Utility Facility, Alliance Learning Center, and Knight Museum & Sandhills Center.
6. Approval: Resolution No. 23-109 which will authorize the Mayor to execute the Agreement with the State of Nebraska Department of Transportation (Roads) defining the maintenance responsibilities of the City and the Department of Transportation for State highways within the city limits for the calendar year 2023.
7. Acknowledgement: Tort Claim filed by Greg PickettPin.

NOTE: City Manager Sorensen and City Treasurer Baker have reviewed these expenditures and to the best of their knowledge confirm that they are within budgeted appropriations to this point in the fiscal year.

Any item listed on the Consent Calendar may, by the request of any single Council Member, be considered as a separate item in the Regular Agenda.

November 21, 2023

ALLIANCE CITY COUNCIL

REGULAR MEETING, TUESDAY, NOVEMBER 21, 2023

STATE OF NEBRASKA)
)
COUNTY OF BOX BUTTE) §
)
CITY OF ALLIANCE)

The Alliance City Council met in a Regular Meeting, November 21, 2023 at 7:00 p.m. in the Alliance Learning Center Community Meeting Room, 1750 Sweetwater Avenue. A notice of meeting was published in the Alliance Times Herald on November 15, 2023. The notice stated the date, hour and place of the meeting, that the meeting was open to the public, and that an agenda of the meeting, kept continuously current, was available for public inspection at the office of the City Clerk in City Hall; provided the Council could modify the agenda at the meeting if it determined an emergency so required. A similar notice, together with a copy of the agenda, also had been provided to each of the City Council Members. An agenda, kept continuously current, was available for public inspection at the office of the City Clerk during regular business hours from the publication of the notice to the time of the meeting.

Mayor Jones opened the November 21, 2023 regular meeting of the Alliance, Nebraska City Council at 7:00 p.m. Present were Mayor Jones, Vice Mayor McGhehey and Council Members Mischnick, Andersen, and Mashburn. Also present were City Manager Sorensen, City Attorney Swanson and City Clerk Pitt.

- Mayor Jones read the Open Meetings Act Announcement.
- The Consent Calendar was the first item on the agenda. A motion was made by Vice-Mayor McGhehey, which was seconded by Councilman Mischnick to approve the Consent Calendar as follows:

CONSENT CALENDAR – NOVEMBER 21, 2023

1. Approval: Minutes of the Regular Meeting, November 7, 2023.
2. Approval: Payroll from November 3, 2023 and November 17, 2023 in the total amount of \$615,540.03.
3. Approval: Claims against the following funds: General, General Debt Service, Trust and Agency, Street, Electric, Refuse Collection and Disposal, Sanitary Sewer, Water, Golf Course, Downtown Improvement Districts, R.S.V.P., Keno, and Capital Improvement; \$2,277,430.57.

November 21, 2023

4. Approval: Resolution 23-102 which will amend the Golf Course trail fees rate increase from \$5.50 to \$6.00 effective January 1, 2024.
5. Approval: Resolution 23-103 which will authorize the purchase and installment of the new Landfill Scale from Scale Scales and Service in the amount of \$99,075.00.
6. Approval: Resolution 23-104 which will certify the 2023 Street Superintendent to the Nebraska Department of Transportation to qualify for the annual incentive payment.
7. Approval: Resolution 23-105 which will authorize a budget transfer in the total amount of \$122,750 to Capital Outlay-Buildings #01-71-77-59-915 from Capital Outlay-Other Improvements # 01-71-71-59-970 in the amount of \$35,000 and Capital Outlay-Buildings #01-31-315-915 in the amount of \$87,750 for the remaining balance on the Learning Center HVAC Project.
8. Approval: Resolution 23-106 which will authorize a budget transfer in the amount of \$40,000 from Capital Outlay-Buildings #01-31-31-59-915 Contractual Services #51-21-21-44-470 in the amount of \$35,000 and CNTSVC Other #01-11-44-479 in the amount of \$5,0000 for renew software services with ClearGov.

NOTE: City Manager Sorensen and City Treasurer Baker have reviewed these expenditures and to the best of their knowledge confirm that they are within budgeted appropriations to this point in the fiscal year.

Any item listed on the Consent Calendar may, by the request of any single Council Member, be considered as a separate item in the Regular Agenda.

Vice-Mayor McGhehey motioned for Resolution No. 23-102 be removed from Consent Calendar with keeping the Golf Course Trail Fees at \$5.00.

A motion was made by Vice-Mayor McGhehey, which was seconded by Mischnick to remove Resolution No. 23-102 from the Consent Calendar.

Roll call vote with the following results:

Voting Aye: Jones, Mischnick, McGhehey, and Andersen.

Voting Nay: Mashburn.

Motion carried.

- The second item on the agenda for Council was to proclaim for Small Business Saturday.

The Chamber of Commerce was in attendance to receive the proclamation for Small Business Saturday. Councilman Andersen read the following proclamation:

November 21, 2023

PROCLAMATION

WHEREAS, The City of Alliance, Nebraska celebrates our local small businesses and the contributions they make to our local economy and community; and,

WHEREAS, the Small Business Administration (SBA) encourages the nation to shop, dine, and entertain at local businesses; and,

WHEREAS, small businesses are the heart and soul of our neighborhoods, powering local economies and strengthening communities; and,

WHEREAS, the SBA encourages everyone to be a part of the nationwide movement that spotlights our small business owners, drives holiday shopping locally, and celebrates the spirit of entrepreneurship; and,

WHEREAS, together, we can make a difference for the vital small businesses that make our community thrive; and,

WHEREAS, The City of Alliance, NE supports our local businesses that create jobs, boost our local economy, and preserve our communities;

WHEREAS, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

NOW, THEREFORE, the City Council of Alliance, Nebraska, does hereby proclaim:

Saturday, November 25, 2023 as:

Small Business Saturday

In the City of Alliance, Nebraska, and we urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the City of Alliance to be affixed on this 21st day of November in the year of the Lord Two Thousand Twenty-Three.

- The next item on the agenda for Council was the second reading of Ordinance No. 2968 which will approve the Final Plat application for Block 1, Myrtle Second Addition to the City of Alliance, Box Butte County, Nebraska. The following information was provided:

[The City of Alliance is in receipt of an application for a Final Plat for the dedication of Block 1, Myrtle Second Addition to the City of Alliance, Box Butte County, Nebraska.

The proposed addition is located at the northwest corner of West 16th Street and Buchfinck Avenue. The proposed addition is zoned Ag, Agriculture. It is adjacent

November 21, 2023

to Ag zoning to the north and west, R-1, Single Family Residential Zoning to the east, and RP-3, Planned Multifamily Residential to the south. A rezone application to R-1 and an annexation will accompany the final plat.

The proposed lot is currently vacant. The plat creates a utility easement along the west side of the proposed lot. This is proposed for sanitary sewer extension and any other utilities that may need to co-locate there. The plat will create the south half of West 18th Street. Streets dedicated along section and half section lines are typically done in such a manner that property owners on each side of the line contribute half of the width of the street.

The City of Alliance Planning Commission met at its regular meeting October 10, 2023 and found that the Final Plat was consistent with the goals in the Comprehensive Plan. They voted yes on a recommendation to the Alliance City Council for the approval of the Final Plat of Block 1, Myrtle Second Addition to the City of Alliance, Box Butte County, Nebraska after making the following findings of fact:

- According to the Comprehensive Plan, and Box Butte Housing Study, the City is in need of additional housing and platting more land for that would help accomplish that goal.
- The proposed addition meets both the North Side and Core Neighborhoods recommendations that future land uses in these neighborhoods should be residential.
- The proposed addition dedicates a portion of W 18th Street which is consistent with the goal of extended the street from NE Highway 87 to US Highway 385.]

A motion was made by Councilman Mischnick, seconded by McGhehey to approve the second reading of Ordinance No. 2968. which follows in its entirety:

ORDINANCE NO. 2968

AN ORDINANCE APPROVING THE FINAL PLAT OF BLOCK 1, MYRTLE SECOND ADDITION TO THE CITY OF ALLIANCE, BOX BUTTE COUNTY, NEBRASKA, SITUATED IN THE SOUTH HALF OF SECTION 26, TOWNSHIP 25 NORTH, RANGE 48 WEST OF THE 6TH P.M., BOX BUTTE COUNTY, NEBRASKA, REPEALING PRIOR SECTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF ALLIANCE, NEBRASKA:

SECTION 1. The City of Alliance has received the application for approval of the Final Plat of a tract of land Situated in the South Half of Section 26, Township 25 North, Range 48 West of the 6th P.M., Box Butte County, Nebraska.

November 21, 2023

SECTION 2. The Planning Commission held a public hearing October 10, 2023, and has recommended the approval of the Final Plat of Block 1, Myrtle Second Addition to the City of Alliance, Box Butte County, Nebraska, Situated in the South Half of Section 26, Township 25 North, Range 48 West of the 6th P.M., Box Butte County, Nebraska.

SECTION 3. The City Council finds that the Final Plat contains the information required by Article 5 of the city of Alliance Municipal Code.

SECTION 4. The Final Plat of Block 1, Myrtle Second Addition to the city of Alliance, Box Butte County, Nebraska, Situated in the South Half of Section 26, Township 25 North, Range 48 West of the 6th P.M., Box Butte County, Nebraska is hereby approved by the City of Alliance and shall be filed with the County Clerk as provided by City Code and State law within 30 days of this approval. The plat map which has been prepared is a part of these proceedings and is attached hereto and is incorporated herein and made a part hereof by reference.

SECTION 5. All ordinances, parts of ordinances, resolutions, and policies of the City of Alliance in conflict with this Ordinance are repealed.

SECTION 6. This ordinance shall be in full force and effect from and after its approval, passage, and publication according to law.

Roll call vote with the following results:

Voting Aye: Jones, Mischnick, McGhehey, Andersen and Mashburn.

Voting Nay: None.

Motion carried.

A motion was made by Councilman Mischnick, seconded by Councilman McGhehey to suspend the statutory rule requiring three separate readings of Ordinance No. 2968.

Roll call vote to approve Ordinance No. 2968 on final reading with the following results:

Voting Aye: Jones, McGhehey, Andersen and Mashburn.

Voting Nay: None.

Motion carried.

Mayor Jones stated, “the passage and adoption of Ordinance No. 2968 has been concurred by a majority of all members elected to the Council, I declare it passed, adopted, and order it published.”

Roll call vote with the following results:

November 21, 2023

Voting Aye: Jones, McGhehey, Andersen and Mashburn.

Voting Nay: None.

Motion carried.

- Council next held a Public Hearing on the second reading of Ordinance No. 2969 which will approve and amend the City Limit Map of City of Alliance and annex Block 1, Myrtle Second Addition to be within corporate limits of the City of Alliance, Box Butte County, Nebraska. The following information was provided:

[The City of Alliance is in receipt of an application for a Final Plat for the dedication of Block 1, Myrtle Second Addition to the City of Alliance, Box Butte County, Nebraska. This addition is currently located outside the Corporate City Limits of Alliance.

Properties that receive the benefits of City services including police, fire protection, water, electric, sanitary sewer, streets, snow removal, etc. should be included within the corporate limits of the City. This ensures the before mentioned benefits are paid for and maintained by the collection of taxes assessed against the property, and in the case of many businesses, a sales tax as well. Properties that receive these benefits without being included in the corporate limits are in effect subsidized by those properties that are located within City Limits.

Upon approval of the Final Plat of Block 1, Second Myrtle Addition to the City of Alliance, Box Butte County, Nebraska, a second public hearing must be held for the annexation of the subdivision. The annexation will amend the City Limit Map of the City of Alliance and include Second Myrtle Addition within the corporate limits of the City. The City is the owner of this parcel and staff recommends its annexation within City Limits.

The City of Alliance Planning Commission met at its regular meeting October 10, 2023 and found that the annexation was consistent with the goals in the Comprehensive Plan finding that the plan for the lot as single family residential was not rural in character and that future development should pay for City benefits. Future development would also place the area within the high priority criteria for annexation according to page Land Use 29 of the Plan. They voted yes on a recommendation to the Alliance City Council for the approval of the annexation of Block 1, Myrtle Second Addition to the City of Alliance, Box Butte County, Nebraska.]

Mayor Jones stated “now is the date, time and place to conduct a Public Hearing to hear support, opposition, criticism, suggestions or observations of the taxpayers relating to Ordinance No. 2969 and opened the public hearing at 7:10 p.m.

November 21, 2023

Mayor Jones invited anyone in the public to speak on behalf or against the proposed Annexing located at Block 1, Myrtle Second Addition to the City of Alliance, Box Butte County, Nebraska.

With no testimony offered, Mayor Jones closed the Public Hearing at 7:11 p.m.

A motion was made by Councilman Mashburn, seconded by Mischnick to approve the second reading of Ordinance No. 2969. which follows in its entirety:

ORDINANCE NO. 2969

AN ORDINANCE OF THE CITY OF ALLIANCE, NEBRASKA, ANNEXING CERTAIN PROPERTY LOCATED AT BLOCK 1, MYRTLE SECOND ADDITION TO THE CITY OF ALLIANCE, BOX BUTTE COUNTY, NEBRASKA, SITUATED IN THE SOUTH HALF OF SECTION 26, TOWNSHIP 25 NORTH, RANGE 48 WEST OF THE 6TH P.M., BOX BUTTE COUNTY, NEBRASKA, REPEALING PRIOR SECTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF ALLIANCE, NEBRASKA:

SECTION 1. The following described real estate is found and declared to be contiguous and adjacent to the corporate limits of the City of Alliance, Nebraska, to be urban or suburban in character, and not to be agricultural land which is rural in character.

A tract of land situated in the South Half of Section 26, Township 25 North, Range 48 West of the 6th P.M., Box Butte County, Nebraska, more particularly described as follows:

Block 1, Myrtle Second Addition to the City of Alliance, Box Butte County, Nebraska, situated in the South Half of Section 26, Township 25 North, Range 48 West of the 6th P.M., Box Butte County, Nebraska.
Hereinafter "Real Estate."

SECTION 2. The Real Estate is annexed to and included within the corporate limits of the City as of the effective date of this Ordinance.

SECTION 3. The inhabitants of the Real Estate shall be entitled to all rights and privileges, and subject to all laws and ordinances, rules, and regulations of the City of Alliance, Nebraska. Such inhabitants shall receive substantially the benefits of other inhabitants of lands within the City of Alliance, Nebraska as soon as practical, and adequate plans and necessary City Council action, if any, to furnish such benefits as police, fire, snow removal, and water service shall be adopted as provided in Neb. Rev. Stat. §16-120.

November 21, 2023

SECTION 4. All ordinances, parts of ordinances, resolutions, and policies of the City of Alliance in conflict with this Ordinance are repealed.

SECTION 5. This Ordinance shall be in full force and effect from and after its approval, passage, and publication according to law.

Roll call vote with the following results:

Voting Aye: Jones, Mischnick, McGhehey, Andersen and Mashburn.

Voting Nay: None.

Motion carried.

A motion was made by Councilman Mashburn, seconded by Councilman Mischnick to suspend the statutory rule requiring three separate readings of Ordinance No. 2969.

Roll call vote to approve Ordinance No. 2969 on final reading with the following results:

Voting Aye: Jones, McGhehey, Andersen and Mashburn.

Voting Nay: None.

Motion carried.

Mayor Jones stated, "the passage and adoption of Ordinance No. 2969 has been concurred by a majority of all members elected to the Council, I declare it passed, adopted, and order it published."

Roll call vote with the following results:

Voting Aye: Jones, McGhehey, Andersen and Mashburn.

Voting Nay: None.

Motion carried.

- Next Council held a Public Hearing on the second reading of Ordinance No. 2970 which will approve Rezone application of Block 1, Myrtle Second Addition City of Alliance from Ag Agriculture to R-1, Single Family Residential zoning. The following information was provided:

[The City of Alliance has submitted an application to rezone Block 1, Second Myrtle Addition to the City of Alliance, Box Butte County, Nebraska, from Ag, Agriculture to R-1, Single Family Residential zoning. The rezone is requested to open up the lot for single family housing development.

November 21, 2023

The proposed rezone is located at the northwest corner of West 16th Street and Buchfinck Avenue. The parcel is zoned Ag, Agriculture. It is adjacent to Ag zoning to the north and west, R-1, Single Family Residential Zoning to the east, and RP-3, Planned Multifamily Residential to the south. The lot is currently vacant/undeveloped. The parcel is bordered by farming to the west and north, storage to the southwest, single family housing to the east and south.

The parcel is approximately 1.56 acres in size. It meets the minimum lot size requirement for R-1 but not for Ag zoning. The proposed rezone will change the front setback from 50' to 25', the rear setback will remain 25', the side setback from 10' to 5' where it is adjacent to other lots or 15' from rights of way. The proposed plat will not create any new non-conforming yards or structures. The parcel is bordered by West 16th Street to the south, and Buchfinck Avenue to the east. The south half of West 18th Street is dedicated to the north but not developed.

The proposed rezone is located adjacent to the North Side and Core Neighborhoods as identified on page Land Use 5 (LU5) of the Comprehensive Plan. Both Neighborhoods are described as primarily single family residential with the North Side being the newer part of town than the older developed Core Neighborhood. Page LU 12-13 details the transition in this area from the older residential to the newer residential and states that the primary future land use should be residential. Page LU 7 states the same for the North Side Neighborhood and that the neighborhoods residential characteristic needs to be maintained. Page Housing 34 recommends utilizing infill when possible. The proposed rezone would be another tool in accomplishing that by allowing for residential development on this currently unutilized parcel of land.

The City of Alliance Planning Commission met at their regular meeting on October 10, 2023 and voted to recommend the City Council approve the rezone of Block 1, Second Myrtle Addition to the City of Alliance, Box Butte County, Nebraska, from Ag, Agriculture to R-1, Single Family Residential, after making the following findings of fact:

1. The rezone would not create any nonconforming lot sizes.
2. The rezone would not create any nonconforming building setbacks.
3. There is ample access to the rezone parcel.
4. A rezone to R-1 would be consistent with the North Side and Core Neighborhoods recommendations that future land uses in these neighborhoods should be residential as identified in the Comp Plan.
5. The proposed rezone is adjacent to existing residential zoning.

Options:

November 21, 2023

Leave the zoning the same and:

1. The size remains nonconforming because it is less than the 10 acres required in Ag zoning.
2. The City cannot market the lot for single family housing development.

Change the zoning to a district other than Ag or R-1 which would not accomplish any of the stated goals in the Comp Plan.

Change the zoning to R-1 for the reasons the Planning Commission made in the findings of fact.]

Mayor Jones stated “now is the date, time and place to conduct a Public Hearing to hear support, opposition, criticism, suggestions or observations of the taxpayers relating to Ordinance No. 2970 and opened the public hearing at 7:13 p.m.

Mayor Jones invited anyone in the public to speak on behalf or against the proposed Rezoning located at Block 1, Myrtle Second Addition to the City of Alliance from Ag, Agriculture to R-1, Single Family Residential.

With no testimony offered, Mayor Jones closed the Public Hearing at 7:14 p.m.

A motion was made by Vice Mayor McGhehey, seconded by Andersen to approve the second reading of Ordinance No. 2970. which follows in its entirety:

ORDINANCE NO. 2970

AN ORDINANCE OF THE CITY OF ALLIANCE, NEBRASKA, AMENDING THE OFFICIAL ZONING MAP, IN PARTICULAR REZONING BLOCK 1, MYRTLE SECOND ADDITION TO THE CITY OF ALLIANCE, BOX BUTTE COUNTY, NEBRASKA, REPEALING PRIOR SECTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ALLIANCE, NEBRASKA:

SECTION 1. The Official Zoning Map of the City of Alliance, Nebraska is hereby amended to provide that Block 1, Myrtle Second Addition to the City of Alliance, Box Butte County, Nebraska shall be zoned as Single-Family Residential District (R-1 District). The Official Zoning Map of the City of Alliance shall be reincorporated as amended herein.

SECTION 2. All ordinances, parts of ordinances, resolutions, and policies of the City of Alliance in conflict with this Ordinance are repealed. The Official Zoning Map of the City of Alliance is hereby amended in accordance with this Ordinance, and shall be updated in the records of the City.

November 21, 2023

SECTION 3. This ordinance shall be in full force and effect from and after its approval, passage, and publication according to law.

Roll call vote with the following results:

Voting Aye: Jones, Mischnick, McGhehey, Andersen and Mashburn.

Voting Nay: None.

Motion carried.

A motion was made by Vice Mayor McGhehey, seconded by Mischnick to suspend the statutory rule requiring three separate readings of Ordinance No. 2970.

Roll call vote to approve Ordinance No. 2970 on final reading with the following results:

Voting Aye: Jones, McGhehey, Andersen and Mashburn.

Voting Nay: None.

Motion carried.

Mayor Jones stated, “the passage and adoption of Ordinance No. 2970 has been concurred by a majority of all members elected to the Council, I declare it passed, adopted, and order it published.”

Roll call vote with the following results:

Voting Aye: Jones, McGhehey, Andersen and Mashburn.

Voting Nay: None.

Motion carried.

- The next item on agenda was the first reading of Ordinance No. 2971 which will adopt the proposed 2024 City Council meeting schedule. The City Council Meetings will be the first and third Tuesday’s of the month, with no changed needed due to Holidays. Staff requested the second and third readings be waived, if there are no conflicts in the presented calendar.

A motion was made by Councilman Andersen, seconded by Mischnick to approve the first reading of Ordinance No. 2971. which follows in its entirety:

ORDINANCE NO. 2971

AN ORDINANCE ESTABLISHING THE TIME AND PLACE OF REGULAR COUNCIL MEETINGS FOR THE CALENDAR YEAR 2024.

November 21, 2023

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF ALLIANCE, NEBRASKA:

SECTION 1. Nebraska Statutes at Section 19-615 provide that ". . . the Council shall meet at such time and place as it may prescribe by ordinance, but not less frequently than twice each month in cities of the first class."

SECTION 2. The City Code provides at Section 2-25, that "The City Council shall hold its regular meeting on the first and third Tuesday of each month. The Council may, by adoption of a calendar each year, establish regular meeting dates other than the first and third Tuesday of each month."

SECTION 3. Attached hereto is a "proposed 2024 calendar," which is incorporated herein by reference as if fully set forth.

SECTION 4. The City Council of Alliance, Nebraska shall conduct regular meetings during calendar year 2024 on the dates that are indicated on the attached proposed 2024 calendar at the hour of 7:00 o'clock P.M. at the Alliance Learning Center Community Meeting Rooms, 1750 Sweetwater Avenue, Alliance, Nebraska. The time and place of these meetings may be changed from time to time as provided by law.

SECTION 5. This Ordinance shall be in full force and effect from and after its passage, approval, and publication according to law.

Roll call vote with the following results:

Voting Aye: Jones, Mischnick, McGhehey, Andersen and Mashburn.

Voting Nay: None.

Motion carried.

A motion was made by Councilman Andersen, seconded by Mischnick to suspend the statutory rule requiring three separate readings of Ordinance No. 2971.

Roll call vote with the following results:

Voting Aye: Jones, Mischnick, McGhehey, Andersen and Mashburn.

Voting Nay: None.

Motion carried.

November 21, 2023

Mayor Jones stated, “the passage and adoption of Ordinance No. 2971 has been concurred by a majority of all members elected to the Council, I declare it passed, adopted and order it published.”

Roll call vote with the following results:

Voting Aye: Jones, McGhehey, Andersen and Mashburn.

Voting Nay: None.

Motion carried.

- A motion was made by Councilmen Mischnick, and seconded by Councilmen Andersen to remove the Table of Resolution No. 23-101.

Roll call vote with the following results:

Voting Aye: Jones, McGhehey, Andersen and Mashburn.

Voting Nay: None.

Motion carried.

Next, before Council was Resolution No. 23-101 which will establish and approve the Hiring and Retention Pay Policy for the City of Alliance. The following information was provided:

[

1. Purpose and Objective

The Hiring and Retention Pay Policy aims to incentivize and reward employees who demonstrate commitment and dedication to their roles in departments facing substantial staffing challenges. The driver behind this policy is to acknowledge the value of employee retention, particularly in departments that are significantly understaffed or experience high turnover rates and to attract quality professionals who can have an immediate impact on the success of the City of Alliance, Nebraska (“City”). This policy outlines the requirements for eligibility, the timing of payments, and implementation of the hiring and retention pay programs.

Retention pay is a sum of money paid to an employee with the sole objective of incentivizing the employee to remain employed at the City despite staffing shortages. Retention pay is subject to state and federal taxes. Additional compensation at hiring is payment to attract skilled and certified employees, typically transferring laterally from a similar position.

2. Retention Pay Eligibility

Payment of retention pay to the employee from the entity is contingent upon the following eligibility factors:

- I. Employee must currently be employed as a W-2 employee. If the employee had served any time as a subcontractor and/or independent consultant for the entity, any time spent and any amounts paid to that employee will not be utilized in determining eligibility to receive and amount of the retention pay.
- II. Employee must be a Full-time employee, scheduled to work regularly a minimum of 40 hours per week. Employees whose regular schedule is less than 40 hours per week are ineligible.
- III. Employees must have completed a minimum of one year of continuous service in the department at the time of the eligibility review.
- IV. Employees must maintain a satisfactory performance record, and have not received any written warnings and/or disciplinary actions during the previous year, as determined by their respective supervisors through regular performance evaluations.
- V. Employees must be actively employed in a department that is currently operating with a staff level below 70% of its authorized capacity for the previous calendar quarter. Two tiers are included for compensation:
 - a. Tier I – 70% of authorized capacity
 - b. Tier II – 50% of authorized capacity

3. Compensation at Hiring Eligibility

Payment of Compensation at Hiring to the employee from the City is contingent upon the following eligibility factors:

- I. Employee must currently be employed as a W-2 employee. If the employee had served any time as a subcontractor and/or independent consultant for the entity, any time spent and any amounts paid to that employee will not be utilized in determining eligibility.
- II. Employee must be a Full-time employee, scheduled to work regularly a minimum of 40 hours per week. Employees whose regular schedule is less than 40 hours per week are ineligible.
- III. Employees must maintain a satisfactory performance record, and have not received any written warnings and/or disciplinary actions during the previous year, as determined by their respective supervisors through regular performance evaluations.

4. Notice to Employees

For union employees: By participating in this program, employees agree that this policy in no way alters the conditions of the FOP #51 contract.

For all employees: By participating in this program, employees agree that this program may be discontinued at any time at the discretion of the City of Alliance, with or without advanced notice.

5. Actions

Every quarter of the calendar year, the City determines the eligibility of employees and the level of retention pay to be paid to those eligible employees by verifying work status, hours, and satisfactory performance. Staffing levels will be determined using data from the most recently completed calendar quarter.

Before communication of the retention pay to the eligible employees, the payment terms and payment amounts will be reviewed by the City Manager, who will make

the final determination of the pay to be granted, as well as the determination of the payment date.

6. Payment Structure

Retention:

- Tier I – Up to \$750.00 per quarter, not to exceed \$3,000.00 per 12-month period.
- Tier II – Up to \$1,500.00 per quarter, not to exceed \$6,000.00 per 12-month period.

Hiring:

- The City Manager may authorize an amount of compensation of up to ten percent (10%) of the maximum salary of the position being offered as a one-time compensation pay. The amount of compensation to be paid shall be based upon qualifications determined by the City Manager and the Department Head for the relevant position.
- Situations that require emergency action or special consideration, the City Manager, with City Council's approval, may authorize an amount that exceeds ten percent (10%) of the maximum salary of the position being offered as compensation pay.
- Full-time Police Officers currently Certified in the State of Nebraska at the time of hire (typically as a lateral transfer from another agency) are eligible to receive \$20,000.00 of compensation subject to the Compensation at Hiring outlined in Section 8 of this Policy.
 - For lateral transfers, the compensation may be used to "purchase" vacation time-off.

7. Retention Pay Implementation

a. Retention Pay eligibility determinations will be made around the following dates:

- 1.) January 15th
- 2.) April 15th
- 3.) July 15th
- 4.) October 15th

b. The amount of retention paid to eligible employees will not be pro-rated, except that in the event that an employee transfers to a different department, the retention pay will no longer apply, and any pending payments will be prorated based on the period of service within the qualifying department.

c. Retention pay may be paid by the first pay period following the completion of the quarter-year during which the determination to give the retention pay was made, but no later than two and a half months after the fiscal year-end date.

d. Retention payments will be subject to taxation and other mandatory deductions as per the prevailing laws and regulations.

8. Compensation at Hiring

a. Additional Compensation Packages shall be paid incrementally.

b. The first payment shall be disbursed after the employee has completed 30 days of employment. The second payment shall be disbursed upon the employees' satisfactory completion of the probationary period. The final payment shall be disbursed upon completion of the employees' first year of employment.

9. Review Process

November 21, 2023

- a. The Human Resources Department will conduct a review of departmental staffing levels as needed to determine eligibility.
- b. Eligible employees will be notified in writing of their qualification for the retention payment.
- c. Employees may appeal the decision if they believe they meet the eligibility criteria but were not identified during the review process. The appeal process will be outlined and managed by the City Manager.

10. Policy Compliance

- a. The policy will be implemented and monitored by the City Manager, with support from departmental managers and supervisors.
- b. Any misrepresentation of data or attempts to manipulate staffing records to gain undue advantage under this policy will be subject to disciplinary action, up to and including termination, in accordance with the City's policies.

11. Policy Amendments

- a. The Alliance City Council will evaluate this policy no less than annually, with the program continuing only on a majority vote of the Council to that effect.
- b. Any amendments to the policy will be communicated to all employees and will be effective upon the specified date of implementation.

12. Effective Date

This Employee Retention Payment Policy is effective from November 7, 2023. Please direct any queries or concerns regarding this policy to the City Manager.]

A motion was made by Councilman Mischnick, seconded by Andersen to approve Resolution No. 23-101 which follows in its entirety:

RESOLUTION NO. 23-101
Hiring and Retention Pay Policy

WHEREAS, Box Butte County is experiencing near-record lows in unemployment; and

WHEREAS, Due to local competition for employees, the still-ongoing effects of COVID-19 in the workplace, and the dearth of law enforcement officers across the nation; and

WHEREAS, The City of Alliance, Nebraska (“City”) continues to experience difficulties in attracting qualified candidates for employment with the City including but not exclusive to Police Officers and Journey Lineman; and

WHEREAS, The City places a premium on providing for the health, comfort, and safety of its citizens, realizing that our employees are the driving force in providing services; and

WHEREAS, The City proposes to establish an updated pay policy to provide competitive compensation in hopes of attracting new employees to the City for difficult-to-fill positions; and

WHEREAS, The proposed Hiring and Retention Pay Policy has been prepared and reviewed by the City Manager, City staff, and legal staff; and

November 21, 2023

WHEREAS, City Council has reviewed the proposed Policy and finds it appropriate for the needs of the City.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of Alliance, Nebraska, the Compensation at Hiring and Retention Pay Policy as attached, is hereby approved and adopted effective upon passage, as the “Hiring and Retention Pay Policy” of the City.

BE IT FURTHER RESOLVED that this policy shall supersede any previous policies on hiring bonuses

Roll call vote with the following results:

Voting Aye: Jones, Mischnick, McGhehey, Andersen and Mashburn.

Voting Nay: None.

Motion carried.

- Next on the Council’s agenda was Resolution No. 23-107 which will accept and approve the update to Section 16.5 – titled *Social Media* to the City of Alliance Personnel Policy. The following information was provided:

[16.5 SOCIAL MEDIA

Updated November 7, 2023

In the rapidly expanding world of electronic communication, *social media* can mean many things. *Social media* includes all means of communicating or posting information or content of any sort on the internet, including, but certainly not limited to to your own or someone else's web log or blog, journal or diary, personal web site, social networking or affinity web site or app, web bulletin board or chat room, as well as any other form of electronic communication, whether or not associated the media of choice is affiliated with the City.

Ultimately, you are solely responsible for what you post online. Before creating online content, consider some of the risks and rewards that are involved. Keep in mind that any of your conduct that reflects poorly on the City, adversely affects your job performance or the performance of fellow employees, or otherwise adversely affects members, customers, suppliers, people who work on behalf of the City or the City’s legitimate business interests may result in disciplinary action *up to and including termination with each situation evaluated on a case-by-case basis*

Use common sense when using social media sites, regardless of whether for personal or professional use. Remember that what you write is public and may be public for a long time, possibly spreading to large audiences. Refrain from posting information that you would not want your supervisor or other employees to read or that you would be embarrassed to see in the newspaper or on television.

INTERNAL POLICY PURPOSE

This document defines the social networking and social media policy for the City of Alliance, Nebraska, the “City.” To address the fast-changing landscape of the internet and the way residents communicate and obtain information online, city departments may consider using social media tools to reach a broader audience. The city encourages the use of social media to further the goals of the city and the missions of its departments, where appropriate. Inappropriate or unlawful conduct will not be tolerated and may subject employees to disciplinary action. (See 16.4)

PERSONAL VS. PROFESSIONAL GUIDELINES

Personal Use

All City employees may have personal social media sites. These sites should remain personal in nature and share personal opinions. While City employees may have a First Amendment right to comment on some City issues that are of significant public concern, employees should know that posts about City issues that are closer to employment complaints or human resources concerns may not be protected. Employees should be mindful of the distinction between sharing personal and city views.

- City employees must never use a city e-mail account or password in conjunction with a personal social media site.
- Personal or business venture social media account names shall not be tied to the City. For example, “CityofAllianceCop” would not be an appropriate personal account name.
- Whether on or off duty, the City expects its employees to be truthful, courteous, and respectful toward supervisors, co-workers, citizens, customers, and other persons associated with the City. Employees shall not engage in name-calling or personal attacks or other such demeaning behavior.
- City resources, work time, social media tools, and a City employee’s official position shall not be used for personal profit or business interests or to participate in political activity. For example, a building inspector may not use the City’s logo (or its likeness), email, or work time to promote a side business as a plumber.
- Except as otherwise allowed by law, employees, whether on duty or off duty, shall not utilize social media to communicate (e.g. verbally, non-verbally, or in writing), depict, or use any hate speech, slurs, connotations, caricatures, or references that derogate, ridicule, degrade, malign, or disparage another’s protected class, including but not limited to race, ethnicity, national origin, religion, sex, gender, sexual orientation, or sexual identity, where such conduct satisfies one or more of the following three criteria: it would (1) adversely affect the employee’s job performance, work, job duties or ability to function in the employee’s position; (2) adversely affect the City’s (including the department’s) ability to fulfill its mission or to serve the public; or (3) create a hostile work environment.

November 21, 2023

The following guidance is for city employees who decide to have a personal social media or who decide to comment on posts about official City business:

- State your name and, if relevant, role, when discussing city business;
- Never represent yourself as a spokesperson for the City.
 - Be clear and open about the fact that you are an employee and make it clear that your personal views do not represent those of the City or fellow employees.
 - If commenting on City business, employees should use a disclaimer which establishes that their comments represent their own opinions and do not represent those of the City of Alliance.
 - Use a disclaimer such as: “The postings on this site are my own and don’t reflect or represent the opinions of the city for which I work.”
 - Employees may not attribute personal statements or opinions to the City when engaging in private blogging or postings on social media sites.
- City employees, contract employees for the City, and City volunteers shall not post images, files, or text depicting City property, equipment, or personnel in any manner that would adversely affect the reputation of the City or a City department.
- Personal and professional posts are not to divulge the privileged information of the City or of coworkers.
- Posting on social media is to be done on personal time and is not to conflict with work duties while on work time.

Professional Use

If social media is used for official city business, the entire city site, regardless of any personal views, is subject to best practice guidelines and standards.

- Be fair and courteous.
- Be always honest and accurate when posting information or news.
- If a mistake is made, correct it quickly. Be open and honest about any previous posts you have altered.
- Never post any information or rumors that you know to be false.
- Avoid using statements, photographs, video or audio that reasonably could be viewed as malicious, obscene, threatening or intimidating; that disparage customers or coworkers, or that might constitute harassment or bullying.
- Avoid posts that may be viewed as offensive which either intentionally or unintentionally harm someone's reputation or posts that could contribute to a hostile work environment on the basis of race, sex, disability, religion or any other status protected by law or city policy.

All official city-related communication through social media should remain professional in nature and should always be conducted in accordance with the City’s communications policy, practices and expectations.

Employees must not use official city social media for political purposes, to conduct private commercial transactions, or to engage in private business activities. City employees should be mindful that inappropriate use of official city social media can be

grounds for disciplinary action. Only individuals authorized by the City may publish content to the City's online platforms.

RETALIATION

Retaliation is prohibited! The City of Alliance prohibits the use of its social media outlets for taking negative action against any coworker, business, or citizen(s) for any reason whatsoever. Any employee who retaliates against another person using official city channels will be subject to disciplinary action. Any employees who uses privileged information in retaliation, regardless of whether the post is personal or professional will be subject to disciplinary action.

POSTING

Official social media sites need to be clear, precise and follow industry best practices for posting updates.

All content posted to city social media should be:

- Relevant – Information that engages residents and pertains to their daily lives
- Timely – Pertains to deadlines, upcoming events, or current news
- Actionable – Prompts residents to take action Please refer to the city style guide for specific guidelines on content format.

What Not to Post:

City employees may not publish content on city social media sites that includes:

- Confidential information
- Copyrighted material without permission
- Profane, racist, sexist, threatening, harassing or derogatory content or comments
- Partisan political views
- Commercial endorsements or SPAM

RETENTION

Social media sites are subject to public records laws of the State of Nebraska. Any content produced or maintained on a city social media site, including communication posted by the city and communication received from citizens, is a public record. The department maintaining a site shall preserve records pursuant to the relevant records retention schedule in a format that preserves the integrity of the original record and is easily producible. Furthermore, retention of social media records shall fulfill the following requirements:

- Social media records are captured in a continuous, automated fashion throughout the day to minimize a potential loss of data due to deletion and/or changes on the social networking site.
- Social media records are maintained in an authentic format (i.e. ideally the native technical format provided by the social network, such as XML or JSON) along with complete metadata.

November 21, 2023

- Social media records are archived in a system that preserves the context of communications, including conversation threads and rich media, to ensure completeness and availability of relevant information when records are accessed.
- Social media records are indexed based on specific criteria such as date, content type, and keywords to ensure that records can be quickly located and produced in an appropriate format for distribution (e.g. PDF).
- Each employee who administers one or more social networking sites on behalf of the City has self-service, read-only access to search and produce relevant social media records to fulfill public information and legal discovery requests as needed. The City utilizes an automated archiving solution provided by ArchiveSocial to comply with applicable public records law and fulfill the above record retention requirements. The City archive is available at [\[applicable archive link\]](#), or contact your records coordinator.

MANAGING SOCIAL MEDIA

All City of Alliance social media sites shall be (1) approved by [\[contact\]](#), (2) published using approved social networking platform and tools, and (3) administered by the contact or their designee.

If a social media page is no longer of use, (1) notify [\[contact\]](#), (2) ensure records have been archived according to city guidelines, (3) unpublish and delete page.

EXTERNAL POLICY PURPOSE

To build communication and trust with our residents and visitors, and encourage participation through comments and feedback.

GOALS

The City of Alliance aims to effectively use Social Media Accounts to:

- Increase the transparency of local government
- Engage new audiences
- Provide information
- Monitor and respond to “hot topics” and emerging issues quickly
- Support community engagement and outreach
- Support marketing and promotional campaigns
- Frame the public conversation around City business
- Assist with recruitment efforts
- Strengthen Democracy

Please be aware that when engaging with the city through Social Media, you agree to the following:

MODERATION OF THIRD PARTY CONTENT - The city does not necessarily endorse, support, sanction, encourage, verify or agree with Third Party comments, messages, posts, opinions, advertisements, videos, promoted content, external hyperlinks, linked websites (or the information, products or services contained therein),

November 21, 2023

statements, commercial products, processes or services posted on any Social Media Site. This city social media site serves as a limited public forum and all content published is subject to preservation and disclosure in accordance with Public Record Laws of the State of Nebraska.

Any information or material placed online, including advice and opinions, are the views and responsibility of those making the comments and do not represent the views of City. When submitting a comment for posting, users agree that the City is not responsible, and shall have no liability to the user, with respect to external websites, any information or materials posted by others or the user, including defamatory, criminal, offensive, or illicit material and even material that violates this disclaimer.

User-generated posts may be rejected or removed if the content:

- contains obscenity, pornography, solicitation, defamatory, or sexually explicit material,
 - incites or promotes violence or illegal activities,
 - contains information that may compromise the security, safety, or health of the public,
 - contains obscene, hateful, indecent, or threatening messages,
 - contains spam or links to malware,
 - promotes illegal discrimination such as discrimination based on race, sex, gender, religion, national origin, age, or disability,
 - contains actual defamation,
 - contains malicious or harmful software or links
 - promotes commercial services or products (not including noncommercial links that are relevant to the topic)
- includes any private or sensitive information (i.e. phone numbers, email, or postal addresses)
- promotes or opposes any person campaigning for election to a political office
 - uses the copyrighted, trademarked, or intellectual property work of others.

Users may be temporarily or permanently restricted from accessing the City's social media platforms if they repeatedly or consistently violate this policy. Should the user wish to contest the City's action, the user must submit a written statement providing grounds for reinstatement to the City Clerk and must contain a statement that the user will abide by this policy in the future.

RETENTION

Any communications sent to or received by the City and its employees via social media may be subject to public records and disclosure laws, as well as discovery in litigation. This may include, but is not limited to, information made available through a user's privacy settings on their own social media and other Internet pages. We are required to comply with the public records statutes of the State of Nebraska to ensure government is open and that the public has access to public records and information of which our

November 21, 2023

city is the custodian. These retention requirements apply regardless of the form of the record (e.g. digital text, photos, audio, and video).

To that end, we automatically collect and store all information posted on this city social media site. All information posted on this site may be subject to public disclosure under public records statutes of the State of Nebraska, even if it has been deleted. The Department maintaining a site shall preserve records pursuant to a relevant records retention schedule.

EMERGENCY POSTINGS

Social media sites are not monitored 24/7. If there is an emergency, contact 9-1-1.

PUBLIC INFORMATION.

Public Information Act requests, subpoenas, requests for assistance and legal service, and/or complaints must be made directly to the City in accordance with the law and not via a Social Media Site.].

A motion was made by Councilman Mashburn, seconded by Andersen to approve Resolution No. 23-107. which follows in its entirety:

RESOLUTION NO. 23-107

WHEREAS, The City of Alliance is revising certain Personnel Policies; and

WHEREAS, The proposed policy revisions have been reviewed by management and legal staff; and

WHEREAS, The following Policy is proposed to be revised and made part of the Personnel Policies of the City of Alliance:

16.5 Social Media

and

WHEREAS, City Council has reviewed the proposed Policy and finds it appropriate for the needs of the Employees of the City of Alliance.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of Alliance, Nebraska, that the City of Alliance Personnel Policies set forth herein, are hereby approved, and adopted effective November 21, 2023, as the Policy of the City of Alliance.

Roll call vote with the following results:

Voting Aye: Jones, Mischnick, McGhehey, Andersen and Mashburn.

Voting Nay: None.

November 21, 2023

Motion carried.

- The last item on the agenda was the presentation and acceptance the Fourth Quarter Financial Statement.

City Treasurer Baker presented and reviewed the Fourth Quarter Financial Report.

A motion was made by Councilman Mischnick, seconded by Andersen to accept the Fourth Quarter Financial Report.

Roll call vote with the following results:

Voting Aye: Jones, Mischnick, McGhehey, Andersen and Mashburn.

Voting Nay: None.

Motion carried.

There being no further business, the Alliance City Council adjourned the November 21, 2023, Special City Council Meeting at 7:38 p.m.

Earl Jones, Mayor

(SEAL)

Shelbi C. Pitt, City Clerk

Complete minutes of the Alliance City Council may be viewed by the public during regular work hours at the City Clerk's Office, 324 Laramie Avenue, Alliance, Nebraska.

COUNCIL PROCEEDINGS

The Alliance, Nebraska City Council met in a Regular Meeting on Tuesday, November 21, 2023 at 7:00 p.m. Present were Council Members Jones, McGhehey, Mischnick, Andersen and Mashburn.

Council acted on and/or discussed the following items of business:

1. Approved the Consent Calendar. Ayes: All. Motion carried.
2. Resolution No. 23-102, which was removed from the Consent Calendar for an amendment to the Golf Course Trail Fee, and approved with the amendment. Ayes: Jones, McGhehey, Mischnick, and Andersen. Nays: Mashburn. Motion carried.
3. Adopted Ordinance No. 2968, which approves the Final Plat for Block 1, Myrtle Second Addition to the City of Alliance, Box Butte County, Nebraska. Ayes: All. Motion carried.
4. Conducted a Public Hearing on the Annexation for Block 1, Myrtle Second Addition. Following the Public Hearing, Council adopted Ordinance No. 2969, which approves and amends the City Limit Map of the City of Alliance and annex Block 1, Myrtle Second Addition to be within corporate limits of the City. Ayes: All. Motion carried.
5. Conducted a Public Hearing on the Rezone of Block 1, Myrtle Second Addition to the City of Alliance from Ag, Agriculture to R-1, Single Family Residential. Following the Public Hearing, Council adopted Ordinance No. 2970. Ayes: All. Motion carried.
6. Adopted Ordinance No. 2971, which will adopt the proposed 2024 City Council meeting schedule. The City Council's Meetings will be the first and third Tuesday's of the month, with no changes needed due to Holidays. Ayes: All. Motion carried.
7. Removed Table of Resolution 23-101 and Approved, which will establish and approve an Additional Compensation at Hiring and Retention Pay Policy for the City of Alliance. Ayes: All. Motion carried.
8. Approved Resolution 23-107, which will accept and approve the update to Section 16.5 – titled Social Media to the City of Alliance Personnel Manual. Ayes: All. Motion carried.
9. Accepted the Fourth Quarter Financial Statement Presentation as presented to Council by City Treasurer Baker. Ayes: All. Motion carried.

Meeting adjourned at 7:38 p.m.

(SEAL)

Earl Jones, Mayor

Attest:

Shelbi C Pitt, City Clerk

Complete minutes of the Alliance City Council may be viewed by the public during regular work hours at the City Clerk's Office, 324 Laramie Avenue, Alliance, Nebraska.

GROSS PAYROLL

\$ 246,585.23

(GET FROM SINGLE LINE SUMMARY REPORT)

EMPLOYER COSTS

(GET FROM BENEFITS REGISTER REPORT)

FICA	\$ 13,389.11	
MEDICARE	\$ 3,343.66	
POLICE PENSION - PRINCIPAL	\$ 2,363.62	
FIRE PENSION - PRINCIPAL	\$ 2,228.56	
GENERAL PENSION - PRINCIPAL	\$ 7,995.63	
MISSION SQUARE PENSION	\$ 327.88	
H S A SANDHILLS STATE BANK	\$ 5,705.00	
HEALTH/LIFE INSURANCE - HEALTH FUND	\$ 94,300.00	
TOTAL BENEFITS		\$ 129,653.46

TOTAL PAYROLL COSTS

\$ 376,238.69

CITY CLERK - SHELBI PITT

Report Criteria:

Invoices with totals above \$0 included.
Paid and unpaid invoices included.

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
General Fund					
01-0000-23321 Sales Tax Payable	General Fund				
NE DEPT OF REVENUE - SALES	SALES & USE TAX - ADMIN	GENERAL 10/2	11/20/2023	4,781.21	11/20/2023
01-0000-23321 Sales Tax Payable	General Fund				
NE DEPT OF REVENUE - SALES	SALES & USE TAX - CARHENG	CARHENG 1	11/20/2023	17.13	11/20/2023
Total :				4,798.34	
Total :				4,798.34	
01-11-11-42-294 Conferences, Cont Education	General Fund	City Administration	City Administration		
ALLIANCE RURAL FIRE PROT DIST	CPR CARDS	425 - BEDIENT	10/10/2023	17.00	
01-11-11-42-294 Conferences, Cont Education	General Fund	City Administration	City Administration		
ALLIANCE RURAL FIRE PROT DIST	CPR CARDS	425 - SORENS	10/10/2023	17.00	
01-11-11-42-294 Conferences, Cont Education	General Fund	City Administration	City Administration		
FIRSTBANK CARD	FEE	SORENSEN 11	11/16/2023	39.00	11/20/2023
01-11-11-42-294 Conferences, Cont Education	General Fund	City Administration	City Administration		
FIRSTBANK CARD	BOOKS	SORENSEN 11	11/16/2023	1,153.51	11/20/2023
01-11-11-42-294 Conferences, Cont Education	General Fund	City Administration	City Administration		
FIRSTBANK CARD	BOOKS	SORENSEN 11	11/16/2023	1,570.75	11/20/2023
01-11-11-42-294 Conferences, Cont Education	General Fund	City Administration	City Administration		
FIRSTBANK CARD	TRAINING	SORENSEN 11	11/16/2023	1,195.00	11/20/2023
01-11-11-42-294 Conferences, Cont Education	General Fund	City Administration	City Administration		
FIRSTBANK CARD	TRAINING	SORENSEN 11	11/16/2023	395.00	11/20/2023
01-11-11-44-431 Legal, Public Notices	General Fund	City Administration	City Administration		
ALLIANCE TIMES HERALD	LEGAL AD	150507	10/25/2023	12.91	
01-11-11-44-431 Legal, Public Notices	General Fund	City Administration	City Administration		
ALLIANCE TIMES HERALD	NOTICE OF MEETING	150505	10/25/2023	13.43	
01-11-11-44-431 Legal, Public Notices	General Fund	City Administration	City Administration		
ALLIANCE TIMES HERALD	ORDINANCES	150516	11/01/2023	44.96	
01-11-11-44-431 Legal, Public Notices	General Fund	City Administration	City Administration		
ALLIANCE TIMES HERALD	COUNCIL PROCEEDINGS	150506	10/25/2023	15.00	
01-11-11-44-431 Legal, Public Notices	General Fund	City Administration	City Administration		
ALLIANCE TIMES HERALD	NOTICE OF MEETING	150517	11/01/2023	9.91	
01-11-11-44-431 Legal, Public Notices	General Fund	City Administration	City Administration		
ALLIANCE TIMES HERALD	LEGAL-MISC	150504	10/25/2023	43.85	
01-11-11-44-431 Legal, Public Notices	General Fund	City Administration	City Administration		
ALLIANCE TIMES HERALD	LEGAL-MISC	150508	10/25/2023	34.26	
01-11-11-44-431 Legal, Public Notices	General Fund	City Administration	City Administration		
ALLIANCE TIMES HERALD	LEGAL-MISC	150509	10/25/2023	36.84	
01-11-11-44-451 Telephone Line Expense	General Fund	City Administration	City Administration		
ALLO COMMUNICATIONS LLC	308-762-5400 CITY MANAGER	OCTOBER 202	10/24/2023	113.60	11/22/2023
01-11-11-45-511 Office Supplies	General Fund	City Administration	City Administration		
CULLIGAN WATER CONDITIONING	COOLER RENTAL	150521	11/25/2023	44.75	
01-11-11-45-513 Copy Machine Supplies	General Fund	City Administration	City Administration		
COPIER CONNECTION, INC.	COPIER CONTRACT	24754	10/27/2023	147.36	
01-11-11-47-737 Recording Fees	General Fund	City Administration	City Administration		
BOX BUTTE COUNTY CLERK	Recording Fees	150514C	10/06/2023	10.00	
01-11-11-47-737 Recording Fees	General Fund	City Administration	City Administration		
BOX BUTTE COUNTY CLERK	Recording Fees	150514A	10/06/2023	10.00	
01-11-11-47-737 Recording Fees	General Fund	City Administration	City Administration		
BOX BUTTE COUNTY CLERK	Recording Fees	150514B	10/06/2023	10.00	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
01-11-11-59-940 Capital Outlay-Office Equip COPIER CONNECTION, INC.	General Fund COPIER	City Administration 24947	City Administration 11/13/2023	14,626.00	
Total City Administration:				19,560.13	
Total City Administration:				19,560.13	
01-31-31-42-294 Conferences, Cont Education FIRSTBANK CARD	General Fund SUBSCRIPTION	Police Administration FELKER 11/23	Police Department 10/18/2023	5.90	11/20/2023
01-31-31-42-294 Conferences, Cont Education FIRSTBANK CARD	General Fund SUBSCRIPTION	Police Administration FELKER 11/23	Police Department 10/18/2023	128.27	11/20/2023
01-31-31-42-294 Conferences, Cont Education FIRSTBANK CARD	General Fund SUBSCRIPTION	Police Administration FELKER 11/23	Police Department 10/18/2023	128.27	11/20/2023
01-31-31-44-421 Membership Dues FIRSTBANK CARD	General Fund MEMBERSHIP	Police Administration FELKER 11/23	Police Department 10/18/2023	25.00	11/20/2023
01-31-31-44-444 Natural Gas BLACK HILLS ENERGY	General Fund 8845 9631 60	Police Administration NOV - 23	Police Department 11/28/2023	65.44	11/28/2023
01-31-31-44-483 NRCNTSVC-Building Public Wrks CULLIGAN WATER CONDITIONING	General Fund RO RENTAL	Police Administration 150525	Police Department 11/25/2023	23.95	
01-31-31-59-915 Capital Outlay-Buildings BCM PROPERTIES LLC	General Fund REAL ESTATE CONTRACT FEE	Police Administration 150502	Police Department 10/17/2023	25,000.00	11/20/2023
Total Police Administration:				25,365.03	
01-31-32-42-294 Conferences, Cont Education CONSOLIDATED MGNT CO INC	General Fund TRAINING MEALS	Police Operations 226285	Police Department 11/09/2023	93.50	
01-31-32-42-294 Conferences, Cont Education CONSOLIDATED MGNT CO INC	General Fund TRAINING MEALS	Police Operations 226325	Police Department 11/16/2023	93.25	
01-31-32-42-294 Conferences, Cont Education BRANDT SMITH	General Fund BATTERIES - NLETC	Police Operations SMITH REIMB	Police Department 10/18/2023	13.84	
01-31-32-43-374 Investigators Expense POLIS SOLUTIONS INC	General Fund Body worn camera analytics services.	Police Operations ALLIANCE TS-	Police Department 09/11/2023	10,000.00	
01-31-32-44-441 Electricity COA UTILITIES	General Fund ELECTRIC	Police Operations 12/05/2023 UTI	Police Department 11/28/2023	28.85	11/28/2023
01-31-32-44-464 PMCNTSVC-Vehicle Repair PRESSURE PALACE	General Fund APD FLEET WASHES	Police Operations 28	Police Department 11/07/2023	39.10	
01-31-32-44-482 NRCNTSVC-Vehicle Repair Mtc ALLIANCE MOTORS UNLIMITED, IN	General Fund OIL CHANGE	Police Operations 67927	Police Department 11/21/2023	116.54	
01-31-32-44-486 NRCNTSVC-Veh, Equip, Tire Rep WESTCO	General Fund TIRES	Police Operations 156967	Police Department 11/21/2023	726.00	
01-31-32-45-522 Investigation Supplies AMAZON CAPITAL SERVICES	General Fund NOTEPADS	Police Operations 114-0646261-7	Police Department 11/22/2023	45.41	
01-31-32-45-522 Investigation Supplies CARTER'S HOME HARDWARE & AP	General Fund BATTERIES	Police Operations 22299/1	Police Department 11/20/2023	33.98	
01-31-32-45-563 Cleaning Supplies IDEAL LINEN INC	General Fund MOPS AND MATS	Police Operations 11190447	Police Department 09/26/2023	44.51	
01-31-32-45-563 Cleaning Supplies IDEAL LINEN INC	General Fund MOPS AND MATS	Police Operations 11194288	Police Department 10/24/2023	44.51	
01-31-32-45-563 Cleaning Supplies IDEAL LINEN INC	General Fund MOPS AND MATS	Police Operations 11192369	Police Department 10/10/2023	44.51	
01-31-32-45-563 Cleaning Supplies IDEAL LINEN INC	General Fund MOPS AND MATS	Police Operations 11196206	Police Department 11/07/2023	44.51	
Total Police Operations:				11,368.51	
01-31-33-42-294 Conferences, Cont Education ALLIANCE RURAL FIRE PROT DIST	General Fund CPR CARDS	Police Support Services 425 - BONDS	Police Department 10/10/2023	17.00	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
01-31-33-43-379 Other Contract Operating Svcs	General Fund	Police Support Services	Police Department		
BYTES COMPUTER	FIXED FEE	CW36323	09/11/2023	450.00	
01-31-33-43-379 Other Contract Operating Svcs	General Fund	Police Support Services	Police Department		
DEL CARMEN CONSULTING, LLC	community survey research, review, a	9899489998	11/11/2023	4,700.00	
01-31-33-44-421 Membership Dues	General Fund	Police Support Services	Police Department		
APCO INTERNATIONAL, INC.	MEMBERSHIP DUES	1030668	11/14/2023	375.00	
01-31-33-44-441 Electricity	General Fund	Police Support Services	Police Department		
BOX BUTTE COUNTY SHERIFF	APD ELECTRIC	150510	11/13/2023	952.45	
01-31-33-44-442 Water-Sewer	General Fund	Police Support Services	Police Department		
BOX BUTTE COUNTY SHERIFF	APD WATER/SEWER	150510	11/13/2023	71.46	
01-31-33-44-443 Refuse	General Fund	Police Support Services	Police Department		
BOX BUTTE COUNTY SHERIFF	APD REFUSE	150510	11/13/2023	72.06	
01-31-33-44-444 Natural Gas	General Fund	Police Support Services	Police Department		
BOX BUTTE COUNTY SHERIFF	APD NATURAL GAS	150511	11/20/2023	132.07	
01-31-33-44-444 Natural Gas	General Fund	Police Support Services	Police Department		
BOX BUTTE COUNTY SHERIFF	APD NATURAL GAS	150523	08/18/2023	114.39	
01-31-33-44-451 Telephone Line Expense	General Fund	Police Support Services	Police Department		
AS CENTRAL SERVICES	TELECOMMUNICATIONS CHARGES	560453	11/21/2023	537.60	
01-31-33-44-451 Telephone Line Expense	General Fund	Police Support Services	Police Department		
AS CENTRAL SERVICES	TELECOMMUNICATIONS CHARGES	2717882	11/15/2023	258.00	
01-31-33-44-452 Long Distance Expense	General Fund	Police Support Services	Police Department		
QWEST - PHOENIX	91388248	664689867	11/16/2023	993.04	
01-31-33-44-462 PMCNTSVC-Other Mach	General Fund	Police Support Services	Police Department		
ETS DEVELOPMENT GROUP, LLC	MAINTENANCE RENEWAL	ETSMN000018	11/01/2023	900.00	
Total Police Support Services:				9,573.07	
01-31-34-44-441 Electricity	General Fund	Animal Control	Police Department		
COA UTILITIES	ELECTRIC	12/05/2023 UTI	11/28/2023	268.42	11/28/2023
01-31-34-44-442 Water-Sewer	General Fund	Animal Control	Police Department		
COA UTILITIES	WATER / SEWER	12/05/2023 UTI	11/28/2023	8.36	11/28/2023
01-31-34-44-443 Refuse	General Fund	Animal Control	Police Department		
COA UTILITIES	REFUSE	12/05/2023 UTI	11/28/2023	24.00	11/28/2023
01-31-34-44-451 Telephone Line Expense	General Fund	Animal Control	Police Department		
ALLO COMMUNICATIONS LLC	308-762-1761 ANIMAL SHELTER	OCTOBER 202	10/24/2023	37.10	11/22/2023
01-31-34-44-457 Internet Operating Expense	General Fund	Animal Control	Police Department		
ALLO COMMUNICATIONS LLC	308-761-2506 INTERNET	OCTOBER 202	10/24/2023	62.00	11/22/2023
Total Animal Control:				399.88	
Total Police Department:				46,706.49	
01-37-37-44-423 Database Subscriptions	General Fund	Firefighting	Fire Department		
ESO SOLUTIONS INC	ER-FIRE & EMS PACKAGE	ESO-125068	11/15/2023	2,096.50	
01-37-37-44-441 Electricity	General Fund	Firefighting	Fire Department		
COA UTILITIES	ELECTRIC	12/05/2023 UTI	11/28/2023	556.10	11/28/2023
01-37-37-44-442 Water-Sewer	General Fund	Firefighting	Fire Department		
COA UTILITIES	WATER / SEWER	12/05/2023 UTI	11/28/2023	25.15	11/28/2023
01-37-37-44-443 Refuse	General Fund	Firefighting	Fire Department		
COA UTILITIES	REFUSE	12/05/2023 UTI	11/28/2023	18.00	11/28/2023
01-37-37-44-444 Natural Gas	General Fund	Firefighting	Fire Department		
BLACK HILLS ENERGY	2290 8652 37	NOV - 23	11/28/2023	242.24	11/28/2023
01-37-37-44-451 Telephone Line Expense	General Fund	Firefighting	Fire Department		
ALLO COMMUNICATIONS LLC	308-762-2151 FIRE HALL	OCTOBER 202	10/24/2023	81.54	11/22/2023
01-37-37-44-451 Telephone Line Expense	General Fund	Firefighting	Fire Department		
ALLO COMMUNICATIONS LLC	308-762-5400 FIRE	OCTOBER 202	10/24/2023	11.77	11/22/2023

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
01-37-37-44-451 Telephone Line Expense CHARTER COMMUNICATIONS	General Fund 176247201	Firefighting 176247201111	Fire Department 11/14/2023	55.37	
01-37-37-44-479 CNTSVC Other IDEAL LINEN INC	General Fund MOPS AND TOWELS	Firefighting 11196722	Fire Department 11/09/2023	43.00	
01-37-37-44-479 CNTSVC Other IDEAL LINEN INC	General Fund MOPS AND TOWELS	Firefighting 11198633	Fire Department 11/23/2023	43.00	
01-37-37-45-544 Small Tools, Equipment ALLIANCE RURAL FIRE PROT DIST	General Fund SMALL TOOLS/EQUIP	Firefighting 719412	Fire Department 11/18/2023	240.00	
Total Firefighting:				3,412.67	
01-37-38-43-375 EMS Billing Services QUICK MED CLAIMS LLC	General Fund EMS BILLING SERVICES	Ambulance INV32599	Fire Department 10/31/2023	2,679.47	
01-37-38-45-521 Medical Supplies BOUND TREE MEDICAL, LLC	General Fund MEDICAL SUPPLIES	Ambulance 85152463	Fire Department 11/10/2023	50.37	
01-37-38-45-521 Medical Supplies BOX BUTTE GENERAL HOSPITAL	General Fund MEDICAL SUPPLIES	Ambulance 150520	Fire Department 11/27/2023	236.55	
01-37-38-45-551 Fuel,Oil,Lube-Veh,Mach,Equip DARREN'S CARQUEST AUTO PART	General Fund EXHAUST FLUID	Ambulance 2723-472266	Fire Department 11/13/2023	38.78	
Total Ambulance:				3,005.17	
Total Fire Department:				6,417.84	
01-41-44-44-440 Utilities Reimbursed BLACK HILLS ENERGY	General Fund 8514 7540 93	Facility Maintenance NOV - 23	Public Works 11/28/2023	38.75	11/28/2023
Total Facility Maintenance:				38.75	
01-41-46-43-373 Contract Custodial Services IDEAL LINEN INC	General Fund MOPS AND MATS	Municipal Building 11198136	Public Works 11/21/2023	139.29	
01-41-46-44-441 Electricity COA UTILITIES	General Fund ELECTRIC	Municipal Building 12/05/2023 UTI	Public Works 11/28/2023	2,227.36	11/28/2023
01-41-46-44-442 Water-Sewer COA UTILITIES	General Fund WATER / SEWER	Municipal Building 12/05/2023 UTI	Public Works 11/28/2023	8.36	11/28/2023
01-41-46-44-443 Refuse COA UTILITIES	General Fund REFUSE	Municipal Building 12/05/2023 UTI	Public Works 11/28/2023	24.00	11/28/2023
01-41-46-44-444 Natural Gas BLACK HILLS ENERGY	General Fund 8314 2036 34	Municipal Building NOV - 23	Public Works 11/28/2023	213.46	11/28/2023
01-41-46-44-451 Telephone Line Expense ALLO COMMUNICATIONS LLC	General Fund 308-762-5400 MUNICIPAL BUILDING	Municipal Building OCTOBER 202	Public Works 10/24/2023	11.77	11/22/2023
01-41-46-45-561 Bldg Maintenance Material BERNIES ACE HARDWARE	General Fund BUILDING MAINTENANCE	Municipal Building 289955	Public Works 11/15/2023	8.99	
01-41-46-45-561 Bldg Maintenance Material BERNIES ACE HARDWARE	General Fund BUILDING MAINTENANCE	Municipal Building 290088	Public Works 11/17/2023	22.99	
Total Municipal Building:				2,656.22	
Total Public Works:				2,694.97	
01-61-60-44-431 Legal, Public Notices BOX BUTTE COUNTY CLERK	General Fund REPLAT	Community Development 150514D	Community Develop 10/18/2023	10.00	
01-61-60-44-451 Telephone Line Expense ALLO COMMUNICATIONS LLC	General Fund 308-762-5400 BUILDING AND ZONIN	Community Development OCTOBER 202	Community Develop 10/24/2023	23.54	11/22/2023
01-61-60-45-511 Office Supplies NEBRASKA TOTAL OFFICE	General Fund OFFICE SUPPLIES	Community Development 0123673-001	Community Develop 11/21/2023	36.90	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
Total Community Development:				70.44	
Total Community Development:				70.44	
01-71-71-44-441 Electricity	General Fund	Parks	Cultural and Leisure		
COA UTILITIES	ELECTRIC	12/05/2023 UTI	11/28/2023	1,331.38	11/28/2023
01-71-71-44-442 Water-Sewer	General Fund	Parks	Cultural and Leisure		
COA UTILITIES	WATER / SEWER	12/05/2023 UTI	11/28/2023	40.39	11/28/2023
01-71-71-44-443 Refuse	General Fund	Parks	Cultural and Leisure		
COA UTILITIES	REFUSE	12/05/2023 UTI	11/28/2023	181.59	11/28/2023
01-71-71-44-444 Natural Gas	General Fund	Parks	Cultural and Leisure		
BLACK HILLS ENERGY	8316 6747 88	NOV - 23	11/28/2023	910.25	11/28/2023
01-71-71-44-444 Natural Gas	General Fund	Parks	Cultural and Leisure		
BLACK HILLS ENERGY	8650 1637 80	NOV - 23	11/28/2023	52.62	11/28/2023
01-71-71-44-444 Natural Gas	General Fund	Parks	Cultural and Leisure		
BLACK HILLS ENERGY	1529 6736 12	NOV - 23	11/28/2023	107.57	11/28/2023
01-71-71-44-444 Natural Gas	General Fund	Parks	Cultural and Leisure		
BLACK HILLS ENERGY	4303 0966 09	NOV - 23	11/28/2023	124.20	11/28/2023
01-71-71-44-451 Telephone Line Expense	General Fund	Parks	Cultural and Leisure		
ALLO COMMUNICATIONS LLC	308-762-5400 PARKS	OCTOBER 202	10/24/2023	11.77	11/22/2023
01-71-71-44-486 NRCNTSVC-Veh, Equip, Tire Rep	General Fund	Parks	Cultural and Leisure		
KAISER TIRE	TIRE REPAIR	10162	11/09/2023	20.00	
01-71-71-44-486 NRCNTSVC-Veh, Equip, Tire Rep	General Fund	Parks	Cultural and Leisure		
KAISER TIRE	TIRE REPAIR	10138	11/07/2023	35.00	
01-71-71-44-486 NRCNTSVC-Veh, Equip, Tire Rep	General Fund	Parks	Cultural and Leisure		
KAISER TIRE	TIRE REPAIR	10139	11/07/2023	80.00	
01-71-71-45-531 Uniforms	General Fund	Parks	Cultural and Leisure		
FARM PLAN	WORK UNIFORMS	51219636	11/06/2023	83.21	
01-71-71-45-531 Uniforms	General Fund	Parks	Cultural and Leisure		
FARM PLAN	WORK UNIFORMS	51219634	11/08/2023	236.92	
01-71-71-45-544 Small Tools, Equipment	General Fund	Parks	Cultural and Leisure		
FARM PLAN	SMALL TOOLS	51219626	11/08/2023	59.49	
01-71-71-45-563 Cleaning Supplies	General Fund	Parks	Cultural and Leisure		
IDEAL LINEN INC	CUSTODIAL SUPPLIES	11197672	11/16/2023	57.90	
01-71-71-59-970 Capital Outlay-Other Improv	General Fund	Parks	Cultural and Leisure		
R & J INDUSTRIES PLUS INC	RENTAL OF STEEL FORMS FOR SI	3193	11/20/2023	220.00	
Total Parks:				3,471.51	
01-71-72-44-444 Natural Gas	General Fund	Senior Center	Cultural and Leisure		
BLACK HILLS ENERGY	8177 7736 40	NOV - 23	11/28/2023	199.06	11/28/2023
01-71-72-44-451 Telephone Line Expense	General Fund	Senior Center	Cultural and Leisure		
ALLO COMMUNICATIONS LLC	308-762-1293 SENIOR CENTER	OCTOBER 202	10/24/2023	36.27	11/22/2023
01-71-72-44-457 Internet Operating Expense	General Fund	Senior Center	Cultural and Leisure		
ALLO COMMUNICATIONS LLC	308-762-1293 INTERNET	OCTOBER 202	10/24/2023	50.00	11/22/2023
01-71-72-44-483 NRCNTSVC-Building Public Wrks	General Fund	Senior Center	Cultural and Leisure		
PRESTO-X	PEST CONTROL	49951862	08/22/2023	80.00	
01-71-72-45-561 Bldg Maintenance Material	General Fund	Senior Center	Cultural and Leisure		
BERNIES ACE HARDWARE	BUILDING MAINTENANCE	289912	11/14/2023	8.99	
Total Senior Center:				374.32	
01-71-75-44-444 Natural Gas	General Fund	Swimming Pool	Cultural and Leisure		
BLACK HILLS ENERGY	4332 1963 21	NOV - 23	11/28/2023	38.75	11/28/2023

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
Total Swimming Pool:				38.75	
01-71-76-44-451 Telephone Line Expense	General Fund	Knight Museum	Cultural and Leisure		
ALLO COMMUNICATIONS LLC	308-762-2384 KNIGHT MUSEUM	OCTOBER 202	10/24/2023	133.62	11/22/2023
Total Knight Museum:				133.62	
01-71-77-44-423 Database Subscriptions	General Fund	Library	Cultural and Leisure		
USERFUL CORPORATION	one year subscription	11393	10/18/2023	1,340.00	
01-71-77-44-431 Legal, Public Notices	General Fund	Library	Cultural and Leisure		
ALLIANCE TIMES HERALD	PUBLIC NOTICES	150519	11/01/2023	6.09	
01-71-77-44-444 Natural Gas	General Fund	Library	Cultural and Leisure		
BLACK HILLS ENERGY	8075 2560 61	NOV - 23	11/28/2023	2,554.59	11/28/2023
01-71-77-44-451 Telephone Line Expense	General Fund	Library	Cultural and Leisure		
ALLO COMMUNICATIONS LLC	308-762-1387 LIBRARY	OCTOBER 202	10/24/2023	139.09	11/22/2023
01-71-77-44-483 NRCNTSVC-Building Public Wrks	General Fund	Library	Cultural and Leisure		
THOMPSON GLASS, INC.	window repair	105159	10/27/2023	690.00	
Total Library:				4,729.77	
01-71-78-44-451 Telephone Line Expense	General Fund	Sallows Museum	Cultural and Leisure		
ALLO COMMUNICATIONS LLC	308-762-2385 SALLOWES MUSEUM	OCTOBER 202	10/24/2023	69.55	11/22/2023
Total Sallows Museum:				69.55	
Total Cultural and Leisure Services:				8,817.52	
01-79-79-42-294 Conferences, Cont Education	General Fund	Marketing	Culture and Leisure		
FIRSTBANK CARD	MEMBERSHIP	SORENSEN 11	11/16/2023	200.00	11/20/2023
01-79-79-42-294 Conferences, Cont Education	General Fund	Marketing	Culture and Leisure		
FIRSTBANK CARD	CONFERENCE	SORENSEN 11	11/16/2023	89.00	11/20/2023
01-79-79-42-294 Conferences, Cont Education	General Fund	Marketing	Culture and Leisure		
FIRSTBANK CARD	CONFERENCE	SORENSEN 11	11/16/2023	225.00	11/20/2023
01-79-79-44-433 Other Advertising Services	General Fund	Marketing	Culture and Leisure		
ALLIANCE ARTS COUNCIL	FULL PAGE AD	150503	11/20/2023	100.00	
01-79-79-44-433 Other Advertising Services	General Fund	Marketing	Culture and Leisure		
NSPIRE TODAY!	ADVERTISING	5066	11/10/2023	165.00	
01-79-79-44-434 Contract Printing Expense	General Fund	Marketing	Culture and Leisure		
CERTIFIED FOLDER DISPLAY SERV	BROCHURES	607303	11/03/2023	4,944.18	
01-79-79-44-479 CNTSVC Other	General Fund	Marketing	Culture and Leisure		
PREMIER PYROTECHNICS, INC.	FIREWORKS DEPOSIT	0018867	10/16/2023	7,000.00	
Total Marketing:				12,723.18	
01-79-80-44-441 Electricity	General Fund	Carhenge	Culture and Leisure		
PREMA	ELECTRICITY	150513	11/06/2023	85.25	
Total Carhenge:				85.25	
Total Culture and Leisure Services:				12,808.43	
Total General Fund:				101,874.16	
Electric Fund					
05-0000-23321 Sales Tax Payable	Electric Fund				
NE DEPT OF REVENUE - SALES	SALES & USE TAX - ELEC	GENERAL 10/2	11/20/2023	49,572.63	11/20/2023

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
Total :				49,572.63	
Total :				49,572.63	
05-51-50-42-294 Conferences, Cont Education	Electric Fund	Administration	Utility Superintenden		
CROWNE PLAZA - KEARNEY	LODGING - BRIDGE	5520	11/16/2023	129.95	
05-51-50-44-441 Electricity	Electric Fund	Administration	Utility Superintenden		
COA UTILITIES	ELECTRIC	12/05/2023 UTI	11/28/2023	342.73	11/28/2023
05-51-50-44-442 Water-Sewer	Electric Fund	Administration	Utility Superintenden		
COA UTILITIES	WATER / SEWER	12/05/2023 UTI	11/28/2023	9.33	11/28/2023
05-51-50-44-444 Natural Gas	Electric Fund	Administration	Utility Superintenden		
BLACK HILLS ENERGY	7098 7521 63	NOV - 23	11/28/2023	833.38	11/28/2023
05-51-50-44-451 Telephone Line Expense	Electric Fund	Administration	Utility Superintenden		
QWEST - PHOENIX	65909176	664834684	11/20/2023	10.84	
05-51-50-44-451 Telephone Line Expense	Electric Fund	Administration	Utility Superintenden		
QWEST - PHOENIX	65908623	664838903	11/20/2023	9.38	
05-51-50-44-451 Telephone Line Expense	Electric Fund	Administration	Utility Superintenden		
QWEST - PHOENIX	65908899	664841613	11/20/2023	10.84	
05-51-50-44-481 NRCNTSVC-Office Mach and Equip	Electric Fund	Administration	Utility Superintenden		
VICKIE HIELSCHER - PETTY CASH	MEND JEANS	NOVEMBER 2	11/16/2023	20.00	
05-51-50-45-511 Office Supplies	Electric Fund	Administration	Utility Superintenden		
PRINT EXPRESS	BUSINESS CARDS - BRIDGE	81027	11/21/2023	72.19	
05-51-50-47-739 Sales and Use Tax	Electric Fund	Administration	Utility Superintenden		
NE DEPT OF REVENUE - SALES	FEE FOR PAPER CHECK REFUNDE	GENERAL 10/2	11/20/2023	100.00	11/20/2023
Total Administration:				1,338.64	
05-51-51-44-481 NRCNTSVC-Other Mach, Equip	Electric Fund	Generation	Utility Superintenden		
AIR REGULATIONS CONSULTING L	AUG, SEPT, OCT 2023 SERVICES	2206	11/20/2023	5,212.50	
Total Generation:				5,212.50	
05-51-53-44-442 Sewer	Electric Fund	Urban Distribution	Utility Superintenden		
COA UTILITIES	WATER / SEWER	12/05/2023 UTI	11/28/2023	172.49	11/28/2023
05-51-53-44-457 Internet Operating Expense	Electric Fund	Urban Distribution	Utility Superintenden		
ALLO COMMUNICATIONS LLC	308-762-1907 INTERNET-SCADA	OCTOBER 202	10/24/2023	155.00	11/22/2023
05-51-53-44-482 NRCNTSVC-Vehicle Repair Mtc	Electric Fund	Urban Distribution	Utility Superintenden		
WOLF FORD OF ALLIANCE	OIL CHANGE	50497	11/17/2023	139.44	
05-51-53-45-556 Parts-Vehicle, Mach, Equip	Electric Fund	Urban Distribution	Utility Superintenden		
DARREN'S CARQUEST AUTO PART	VEHICLE PARTS	2723-472873	11/21/2023	36.00	
05-51-53-45-561 Bldg Maintenance Material	Electric Fund	Urban Distribution	Utility Superintenden		
BERNIES ACE HARDWARE	BUILDING MAINTENANCE MATERIA	290107	11/17/2023	37.94	
05-51-53-45-561 Bldg Maintenance Material	Electric Fund	Urban Distribution	Utility Superintenden		
BERNIES ACE HARDWARE	BUILDING MAINTENANCE MATERIA	290366	11/22/2023	64.18	
05-51-53-45-561 Bldg Maintenance Material	Electric Fund	Urban Distribution	Utility Superintenden		
BERNIES ACE HARDWARE	BUILDING MAINTENANCE MATERIA	290373	11/22/2023	29.99	
05-51-53-46-651 Electric Overhead Material	Electric Fund	Urban Distribution	Utility Superintenden		
WESCO DISTRIBUTION INC	CW60 5/8 4X4 1/4 CU	274728	11/09/2023	963.00	
Total Urban Distribution:				1,598.04	
Total Utility Superintendent:				8,149.18	
Total Electric Fund:				57,721.81	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
Refuse Fund					
06-0000-23321 Sales Tax Payable	Refuse Fund				
NE DEPT OF REVENUE - SALES	SALES & USE TAX - REFUSE	GENERAL 10/2	11/20/2023	1.27	11/20/2023
Total :				1.27	
Total :				1.27	
06-51-55-44-441 Electricity	Refuse Fund	Refuse Disposal	Public Works		
COA UTILITIES	ELECTRIC	12/05/2023 UTI	11/28/2023	692.19	11/28/2023
06-51-55-44-442 Water-Sewer	Refuse Fund	Refuse Disposal	Public Works		
COA UTILITIES	WATER / SEWER	12/05/2023 UTI	11/28/2023	19.61	11/28/2023
06-51-55-44-444 Natural Gas	Refuse Fund	Refuse Disposal	Public Works		
BLACK HILLS ENERGY	7095 5903 91	NOV - 23	11/28/2023	1,691.25	11/28/2023
06-51-55-45-531 Uniforms	Refuse Fund	Refuse Disposal	Public Works		
IDEAL LINEN INC	UNIFORMS AND TOWELS	11196704	11/09/2023	74.64	
06-51-55-45-531 Uniforms	Refuse Fund	Refuse Disposal	Public Works		
IDEAL LINEN INC	UNIFORMS AND TOWELS	11192865	10/12/2023	74.64	
06-51-55-45-531 Uniforms	Refuse Fund	Refuse Disposal	Public Works		
IDEAL LINEN INC	UNIFORMS AND TOWELS	11195731	11/02/2023	74.64	
06-51-55-45-534 Safety Commodities	Refuse Fund	Refuse Disposal	Public Works		
FARM PLAN	UNIFORMS - KELLY M.	51225158	11/24/2023	53.49	
06-51-55-45-556 Parts-Vehicle, Mach, Equip	Refuse Fund	Refuse Disposal	Public Works		
ALLIANCE TRACTOR & IMPLEMENT	PARTS	5540	11/15/2023	58.90	
06-51-55-45-556 Parts-Vehicle, Mach, Equip	Refuse Fund	Refuse Disposal	Public Works		
BERNIES ACE HARDWARE	PARTS	289583	11/14/2023	15.99	
06-51-55-45-556 Parts-Vehicle, Mach, Equip	Refuse Fund	Refuse Disposal	Public Works		
FARM PLAN	PARTS	51221824	11/14/2023	34.57	
06-51-55-45-556 Parts-Vehicle, Mach, Equip	Refuse Fund	Refuse Disposal	Public Works		
FARM PLAN	PARTS	51224129	11/20/2023	30.54	
06-51-55-45-556 Parts-Vehicle, Mach, Equip	Refuse Fund	Refuse Disposal	Public Works		
FARM PLAN	PARTS	51224336	11/21/2023	2.54	
06-51-55-45-556 Parts-Vehicle, Mach, Equip	Refuse Fund	Refuse Disposal	Public Works		
CARTER'S HOME HARDWARE & AP	PARTS	22228/1	11/14/2023	10.97	
06-51-55-45-556 Parts-Vehicle, Mach, Equip	Refuse Fund	Refuse Disposal	Public Works		
CARTER'S HOME HARDWARE & AP	PARTS	22317/1	11/21/2023	19.99	
06-51-55-45-556 Parts-Vehicle, Mach, Equip	Refuse Fund	Refuse Disposal	Public Works		
CARTER'S HOME HARDWARE & AP	PARTS	22276/1	11/17/2023	1.01	
06-51-55-45-556 Parts-Vehicle, Mach, Equip	Refuse Fund	Refuse Disposal	Public Works		
CARTER'S HOME HARDWARE & AP	PARTS	22303/1	11/20/2023	11.85	
06-51-55-45-556 Parts-Vehicle, Mach, Equip	Refuse Fund	Refuse Disposal	Public Works		
STEVE'S LITE TRUCK INC	PARTS	51236	11/17/2023	436.09	
06-51-55-45-556 Parts-Vehicle, Mach, Equip	Refuse Fund	Refuse Disposal	Public Works		
MURPHY TRACTOR	PARTS	2135355	11/10/2023	69.60	
06-51-55-45-556 Parts-Vehicle, Mach, Equip	Refuse Fund	Refuse Disposal	Public Works		
DARREN'S CARQUEST AUTO PART	PARTS	2723-472870	11/21/2023	36.56	
06-51-55-45-556 Parts-Vehicle, Mach, Equip	Refuse Fund	Refuse Disposal	Public Works		
GSP MARKETING INC	PARTS	P28878	11/16/2023	1,050.70	
Total Refuse Disposal:				4,459.77	
Total Public Works:				4,459.77	
Total Refuse Fund:				4,461.04	

Sewer Fund

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
07-0000-23321 Sales Tax Payable					
NE DEPT OF REVENUE - SALES	Sewer Fund SALES & USE TAX - SEWER	GENERAL 10/2	11/20/2023	10.50	11/20/2023
Total :				10.50	
Total :				10.50	
07-52-58-43-379 Other Contract Operating Svcs					
BUD'S PEST CONTROL	Sewer Fund SEWER PEST CONTROL	Sewer 6023	Public Works 11/06/2023	40.00	
07-52-58-44-425 Employment Required Licenses					
KURT TREMAIN	Sewer Fund CDL CLASS - GOSNELL	Sewer 231001	Public Works 10/01/2023	200.00	
07-52-58-44-441 Electricity					
COA UTILITIES	Sewer Fund ELECTRIC	Sewer 12/05/2023 UTI	Public Works 11/28/2023	2,459.95	11/28/2023
07-52-58-44-451 Telephone Line Expense					
ALLO COMMUNICATIONS LLC	Sewer Fund 308-762-4742 SCADA	Sewer OCTOBER 202	Public Works 10/24/2023	36.27	11/22/2023
07-52-58-44-451 Telephone Line Expense					
ALLO COMMUNICATIONS LLC	Sewer Fund 308-762-7136 LIFT STATION C	Sewer OCTOBER 202	Public Works 10/24/2023	36.27	11/22/2023
07-52-58-44-457 Internet Operating Expense					
ALLO COMMUNICATIONS LLC	Sewer Fund 308-762-4742 INTERNET	Sewer OCTOBER 202	Public Works 10/24/2023	35.00	11/22/2023
07-52-58-45-556 Parts-Vehicle, Mach, Equip					
CARTER'S HOME HARDWARE & AP	Sewer Fund PARTS	Sewer 22254/1	Public Works 11/16/2023	7.99	
07-52-58-59-921 Lift Station Improvement					
RUSSELL INDUSTRIES INC	Sewer Fund SEWER BYPASS TRAILER	Sewer SOA111723TR	Public Works 11/17/2023	6,000.00	
Total Sewer:				8,815.48	
Total Public Works:				8,815.48	
Total Sewer Fund:				8,825.98	
Water Fund					
08-0000-23321 Sales Tax Payable					
NE DEPT OF REVENUE - SALES	Water Fund SALES & USE TAX - WATER	GENERAL 10/2	11/20/2023	18.57	11/20/2023
Total :				18.57	
Total :				18.57	
08-52-51-43-383 Water Testing Services					
NE PUBLIC HEALTH ENVIRONMENT	Water Fund OTHERS TESTING	Water Treatment 572113	Public Works 11/14/2023	1,182.00	
08-52-51-43-383 Water Testing Services					
NE PUBLIC HEALTH ENVIRONMENT	Water Fund OTHERS TESTING	Water Treatment 571399	Public Works 11/14/2023	828.00	
08-52-51-44-441 Electricity					
COA UTILITIES	Water Fund ELECTRIC	Water Treatment 12/05/2023 UTI	Public Works 11/28/2023	15,236.28	11/28/2023
08-52-51-44-483 NRCNTSVC-Building Public Wrks					
BUD'S PEST CONTROL	Water Fund WATER PEST CONTROL	Water Treatment 6023	Public Works 11/06/2023	64.20	
Total Water Treatment:				17,310.48	
08-52-52-43-383 Water Testing Services					
ENVIRO SERVICE INC	Water Fund TESTING	Distribution 2301274	Public Works 11/14/2023	54.00	
08-52-52-44-441 Electricity					
COA UTILITIES	Water Fund ELECTRIC	Distribution 12/05/2023 UTI	Public Works 11/28/2023	559.30	11/28/2023
08-52-52-44-442 Water-Sewer					
COA UTILITIES	Water Fund WATER / SEWER	Distribution 12/05/2023 UTI	Public Works 11/28/2023	5.86	11/28/2023
08-52-52-44-443 Refuse					
COA UTILITIES	Water Fund REFUSE	Distribution 12/05/2023 UTI	Public Works 11/28/2023	24.00	11/28/2023

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
08-52-52-45-544 Small Tools, Equipment BLOEDORN LUMBER - ALLIANCE	Water Fund TOOLS	Distribution 913151	Public Works 11/16/2023	33.34	
Total Distribution:				676.50	
08-52-99-58-821 Revenue Bond-Principal NEBRASKA BANK	Water Fund PRINCIPAL	Debt Service DECEMBER 2	Public Works 11/20/2023	140,000.00	
08-52-99-58-831 Revenue Bond-Interest NEBRASKA BANK	Water Fund INTEREST	Debt Service DECEMBER 2	Public Works 11/20/2023	6,035.00	
Total Debt Service:				146,035.00	
Total Public Works:				164,021.98	
Total Water Fund:				164,040.55	
Golf Course					
21-0000-23321 Sales Tax Payable NE DEPT OF REVENUE - SALES	Golf Course SALES & USE TAX - GOLF	GOLF 10/23	11/20/2023	682.35	11/20/2023
Total :				682.35	
Total :				682.35	
21-71-75-44-412 Machine, Equipment Rent R & J INDUSTRIES PLUS INC	Golf Course AIR COMPRESSOR RENTAL	Golf Course 3192	Cultural and Leisure 11/20/2023	130.00	
21-71-75-44-441 Electricity COA UTILITIES	Golf Course ELECTRIC	Golf Course 12/05/2023 UTI	Cultural and Leisure 11/28/2023	2,021.61	11/28/2023
21-71-75-44-442 Water-Sewer COA UTILITIES	Golf Course WATER / SEWER	Golf Course 12/05/2023 UTI	Cultural and Leisure 11/28/2023	27.88	11/28/2023
21-71-75-44-443 Refuse COA UTILITIES	Golf Course REFUSE	Golf Course 12/05/2023 UTI	Cultural and Leisure 11/28/2023	240.20	11/28/2023
21-71-75-44-444 Natural Gas BLACK HILLS ENERGY	Golf Course 8588 2648 38	Golf Course NOV - 23	Cultural and Leisure 11/28/2023	153.15	11/28/2023
21-71-75-44-444 Natural Gas BLACK HILLS ENERGY	Golf Course 7929 1256 65	Golf Course NOV - 23	Cultural and Leisure 11/28/2023	51.17	11/28/2023
21-71-75-44-489 NRCNTSVC-Other Mach, Equip TRIANGLE ELECTRIC INC	Golf Course TEMPORARY HOOK UP OF FIELD U	Golf Course 40338	Cultural and Leisure 11/07/2023	690.55	
21-71-75-45-526 Other Supplies FARM PLAN	Golf Course OTHER SUPPLIES	Golf Course 51222793	Cultural and Leisure 11/17/2023	11.97	
21-71-75-45-526 Other Supplies FARM PLAN	Golf Course OTHER SUPPLIES	Golf Course 51222475	Cultural and Leisure 11/16/2023	30.23	
21-71-75-45-544 Small Tools, Equipment FARM PLAN	Golf Course SAWZALL BLADES	Golf Course 51219991	Cultural and Leisure 11/09/2023	52.52	
21-71-75-45-556 Parts-Vehicle, Mach, Equip ALLIANCE TRACTOR & IMPLEMENT	Golf Course PARTS	Golf Course 5482	Cultural and Leisure 11/10/2023	157.00	
21-71-75-45-556 Parts-Vehicle, Mach, Equip R & R PRODUCTS INC	Golf Course ROLLER KIT	Golf Course CD2850873	Cultural and Leisure 11/08/2023	765.50	
21-71-75-45-556 Parts-Vehicle, Mach, Equip STURDEVANT'S AUTO PARTS	Golf Course PARTS	Golf Course 834011927	Cultural and Leisure 11/15/2023	61.26	
21-71-75-45-556 Parts-Vehicle, Mach, Equip STURDEVANT'S AUTO PARTS	Golf Course PARTS	Golf Course 834011889	Cultural and Leisure 11/14/2023	20.98	
21-71-75-45-556 Parts-Vehicle, Mach, Equip STURDEVANT'S AUTO PARTS	Golf Course PARTS	Golf Course 834011697	Cultural and Leisure 11/08/2023	23.96	
21-71-75-45-556 Parts-Vehicle, Mach, Equip STURDEVANT'S AUTO PARTS	Golf Course PARTS	Golf Course 834011881	Cultural and Leisure 11/14/2023	8.99	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
Total Golf Course:				4,446.97	
Total Cultural and Leisure Services:				4,446.97	
Total Golf Course:				5,129.32	
Airport					
22-41-43-43-335 Other Technical Services	Airport	Airport Operations	Airport		
TELVENT DTN	AV SENTRY ONLINE FBO EDITION	6381761	11/03/2023	675.00	
22-41-43-44-441 Electricity	Airport	Airport Operations	Airport		
COA UTILITIES	ELECTRIC	12/05/2023 UTI	11/28/2023	3,064.24	11/28/2023
22-41-43-44-442 Water-Sewer	Airport	Airport Operations	Airport		
COA UTILITIES	WATER / SEWER	12/05/2023 UTI	11/28/2023	40.20	11/28/2023
22-41-43-44-443 Refuse	Airport	Airport Operations	Airport		
COA UTILITIES	REFUSE	12/05/2023 UTI	11/28/2023	38.00	11/28/2023
22-41-43-44-444 Natural Gas	Airport	Airport Operations	Airport		
BLACK HILLS ENERGY	6920 6237 05	NOV - 23	11/28/2023	226.66	11/28/2023
22-41-43-44-444 Natural Gas	Airport	Airport Operations	Airport		
BLACK HILLS ENERGY	9862 2110 07	NOV - 23	11/28/2023	42.89	11/28/2023
22-41-43-44-479 CNTSVC Other	Airport	Airport Operations	Airport		
IDEAL LINEN INC	RUGS	11198134	11/21/2023	45.94	
22-41-43-44-483 NRCNTSVC-Building Public Wrks	Airport	Airport Operations	Airport		
BENZEL PEST CONTROL INC	GENERAL INSECT QUARTERLY	175724	11/15/2023	125.00	
22-41-43-45-526 Other Supplies	Airport	Airport Operations	Airport		
DARREN'S CARQUEST AUTO PART	PARTS	2723-472931	11/22/2023	19.39	
22-41-43-45-544 Small Tools, Equipment	Airport	Airport Operations	Airport		
CARTER'S HOME HARDWARE & AP	SMALL TOOLS/EQUIP	22370/1	11/25/2023	199.99	
22-41-43-45-556 Parts-Vehicle, Mach, Equip	Airport	Airport Operations	Airport		
FARM PLAN	PARTS	P19921	11/14/2023	431.72	
22-41-43-45-556 Parts-Vehicle, Mach, Equip	Airport	Airport Operations	Airport		
FARM PLAN	PARTS	51227036	11/27/2023	349.98	
22-41-43-45-556 Parts-Vehicle, Mach, Equip	Airport	Airport Operations	Airport		
STURDEVANT'S AUTO PARTS	PARTS	934012106	11/20/2023	15.08	
22-41-43-45-556 Parts-Vehicle, Mach, Equip	Airport	Airport Operations	Airport		
DARREN'S CARQUEST AUTO PART	PARTS	2723-472765	11/20/2023	128.76	
22-41-43-45-574 Misc Grounds Maintenance	Airport	Airport Operations	Airport		
PANHANDLE PASTURE SERVICES	PEST CONTROL	150512	11/27/2023	1,858.60	
22-41-43-45-575 AOA Ground Maintenance	Airport	Airport Operations	Airport		
PANHANDLE PASTURE SERVICES	PEST CONTROL	150512	11/27/2023	2,000.00	
22-41-43-45-576 Herbicides, Pesticides	Airport	Airport Operations	Airport		
PANHANDLE PASTURE SERVICES	ANNUAL PRAIRIE DOG CONTROL E	150512	11/27/2023	5,000.00	
Total Airport Operations:				14,261.45	
Total Airport:				14,261.45	
Total Airport:				14,261.45	
Public Transit Fund					
23-72-71-44-433 Other Advertising Services	Public Transit Fund	Transit - Administration	Public Works		
HART WORKS EMBROIDERY & SCR	UNIFORMS	2814	11/11/2023	408.01	
23-72-71-44-451 Telephone Line Expense	Public Transit Fund	Transit - Administration	Public Works		
ALLO COMMUNICATIONS LLC	308-762-1293 TRANSIT 3	OCTOBER 202	10/24/2023	69.55	11/22/2023
23-72-71-45-526 Other Nonoperating Sup/Expense	Public Transit Fund	Transit - Administration	Public Works		
IDEAL LINEN INC	TOWELS	11197162	11/14/2023	50.83	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
23-72-71-45-526 Other Nonoperating Sup/Expense	Public Transit Fund	Transit - Administration	Public Works		
IDEAL LINEN INC	TOWELS	11198129	11/21/2023	50.83	
23-72-71-45-526 Other Nonoperating Sup/Expense	Public Transit Fund	Transit - Administration	Public Works		
BUD'S PEST CONTROL	PEST CONTROL	6024	11/06/2023	65.00	
Total Transit - Administration:				644.22	
23-72-72-45-551 Fuel,Oil,Lube-Veh,Mach,Equip	Public Transit Fund	Transit - Operations	Public Works		
RED BEARD GARAGE	OIL CHANGE	9179	11/22/2023	206.70	
23-72-72-45-551 Fuel,Oil,Lube-Veh,Mach,Equip	Public Transit Fund	Transit - Operations	Public Works		
WOLF FORD OF ALLIANCE	OIL CHANGE	50455	11/15/2023	71.74	
Total Transit - Operations:				278.44	
Total Public Works:				922.66	
Total Public Transit Fund:				922.66	
Street Fund					
24-0000-23321 Sales Tax Payable	Street Fund				
NE DEPT OF REVENUE - SALES	SALES & USE TAX - STREETS	GENERAL 10/2	11/20/2023	.00	
Total :				.00	
Total :				.00	
24-41-41-44-441 Electricity	Street Fund	Streets	Public Works		
COA UTILITIES	ELECTRIC	12/05/2023 UTI	11/28/2023	84.00	11/28/2023
24-41-41-44-451 Telephone Line Expense	Street Fund	Streets	Public Works		
ALLO COMMUNICATIONS LLC	308-762-5400 STREETS	OCTOBER 202	10/24/2023	29.42	11/22/2023
24-41-41-45-543 Small Tools, Equipment	Street Fund	Streets	Public Works		
BLOEDORN LUMBER - ALLIANCE	TOOLS	7920683	11/21/2023	21.17	
24-41-41-45-556 Parts-Vehicle, Mach, Equip	Street Fund	Streets	Public Works		
FARM PLAN	PARTS	51219604	11/08/2023	29.48	
24-41-41-45-556 Parts-Vehicle, Mach, Equip	Street Fund	Streets	Public Works		
KOKE'S AUTO FARM TRUCK INC	PARTS	719330	11/16/2023	8.98	
24-41-41-45-556 Parts-Vehicle, Mach, Equip	Street Fund	Streets	Public Works		
PANHANDLE BOLT COMPANY	PARTS	0033039	11/07/2023	8.96	
24-41-41-45-556 Parts-Vehicle, Mach, Equip	Street Fund	Streets	Public Works		
DARREN'S CARQUEST AUTO PART	PARTS	2723-471976	11/08/2023	73.91	
24-41-41-45-556 Parts-Vehicle, Mach, Equip	Street Fund	Streets	Public Works		
DARREN'S CARQUEST AUTO PART	PARTS	2723-469125	10/04/2023	45.27	
24-41-41-45-564 Concrete	Street Fund	Streets	Public Works		
TIM WESTON CONSTRUCTION	CONCRETE SERVICES - 1448 BELA	1054	11/27/2023	800.00	
24-41-41-45-564 Concrete	Street Fund	Streets	Public Works		
CROELL REDI MIX INC	CONCRETE	803068	11/09/2023	585.00	
24-41-41-58-821 Principal Expense	Street Fund	Streets	Public Works		
PLATTE VALLEY BANK	PRINCIPAL - HWY ALLOCATION BO	DECEMBER 2	11/20/2023	190,000.00	
24-41-41-58-831 W & N Interest	Street Fund	Streets	Public Works		
PLATTE VALLEY BANK	INTEREST - HWY ALLOCATION BON	DECEMBER 2	11/20/2023	26,293.75	
24-41-41-59-971 Traffic Light-Improvements	Street Fund	Streets	Public Works		
BAKER & ASSOCIATES, INC.	CROSSWALK DESIGN	31959	11/20/2023	1,825.00	
Total Streets:				219,804.94	
Total Public Works:				219,804.94	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
Total Street Fund:				219,804.94	
Retired Senior Vol Program					
26-71-70-44-451 Telephone Line Expense	Retired Senior Vol P	Retired Senior Vol Program	Cultural and Leisure		
ALLO COMMUNICATIONS LLC	308-762-1293 RSVP 1	OCTOBER 202	10/24/2023	36.27	11/22/2023
26-71-70-44-452 Long Distance Expense	Retired Senior Vol P	Retired Senior Vol Program	Cultural and Leisure		
ALLO COMMUNICATIONS LLC	308-762-5400 RSVP	OCTOBER 202	10/24/2023	1.62	11/22/2023
Total Retired Senior Vol Program:				37.89	
Total Cultural and Leisure Services:				37.89	
Total Retired Senior Vol Program:				37.89	
Capital Projects Fund					
41-41-46-59-915 Capital Outlay-Buildings	Capital Projects Fun	Municipal Building	Public Facilities		
BAKER & ASSOCIATES, INC.	CITY HALL DESIGN	31958	11/20/2023	5,973.75	
Total Municipal Building:				5,973.75	
Total Public Facilities:				5,973.75	
Total Capital Projects Fund:				5,973.75	
State E911 Fund					
43-31-31-47-701 911 - State Funding Restricted	State E911 Fund	Police Administration			
MOBIUS COMMUNICATIONS CO.	REPLACE BATT BACK UP	12-297-30847-	11/09/2023	239.88	
Total Police Administration:				239.88	
Total :				239.88	
Total State E911 Fund:				239.88	
Adminstration Internal Service					
51-13-13-43-385 Civil Service	Adminstration Intern	Personnel	Personnel		
ALLIANCE TIMES HERALD	LEGAL AD	150518	11/01/2023	10.76	
51-13-13-44-451 Telephone Line Expense	Adminstration Intern	Personnel	Personnel		
ALLO COMMUNICATIONS LLC	308-762-5400 PERSONNEL	OCTOBER 202	10/24/2023	17.65	11/22/2023
Total Personnel:				28.41	
Total Personnel:				28.41	
51-14-16-47-723 Boiler and Machinery	Adminstration Intern	Risk Management	Legal		
TRAVELERS	BOILER AND MACHINERY	5253R765 BM	11/06/2023	18,828.25	11/22/2023
51-14-16-47-733 Unemployment Compensation	Adminstration Intern	Risk Management	Legal		
NEBRASKA UC FUND	BENEFIT CHARGES	QTR 3/23	10/11/2023	1,854.19	11/22/2023
51-14-16-47-733 Unemployment Compensation	Adminstration Intern	Risk Management	Legal		
NEBRASKA UC FUND	BENEFIT CHARGES	QTR 3/23 FEE	10/11/2023	7.28	11/30/2023
Total Risk Management:				20,689.72	
Total Legal:				20,689.72	
51-17-17-44-451 Telephone Line Expense	Adminstration Intern	MIS	Technology		
ALLO COMMUNICATIONS LLC	308-762-5400 MIS	OCTOBER 202	10/24/2023	5.88	11/22/2023

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
51-17-17-44-451 Telephone Line Expense CHARTER COMMUNICATIONS	Adminstration Intern 176247201	MIS	Technology 176247201111	15.82	
51-17-17-44-457 Internet Operating Expense ALLO COMMUNICATIONS LLC	Adminstration Intern 308-762-2384 INTERNET	MIS	Technology OCTOBER 202	55.00	11/22/2023
51-17-17-44-457 Internet Operating Expense ALLO COMMUNICATIONS LLC	Adminstration Intern 308-762-5400 MIS 3	MIS	Technology OCTOBER 202	500.00	11/22/2023
51-17-17-44-457 Internet Operating Expense ALLO COMMUNICATIONS LLC	Adminstration Intern 308-762-4955 INTERNET	MIS	Technology OCTOBER 202	62.00	11/22/2023
51-17-17-44-457 Internet Operating Expense ALLO COMMUNICATIONS LLC	Adminstration Intern 308-762-1387 INTERNET	MIS	Technology OCTOBER 202	50.00	11/22/2023
Total MIS:				688.70	
Total Technology:				688.70	
51-21-21-44-451 Telephone Line Expense ALLO COMMUNICATIONS LLC	Adminstration Intern 308-762-5400 ACCOUNTING	Accounting	Finance OCTOBER 202	65.71	11/22/2023
51-21-21-44-470 Contractual Services CLEARGOV INC	Adminstration Intern SUBSCRIPTION	Accounting	Finance 2023-13670	36,400.00	
Total Accounting:				36,465.71	
Total Finance:				36,465.71	
Total Adminstration Internal Service:				57,872.54	
Enterprise Internal Service					
55-21-23-44-436 Mail, Delivery Services POSTMASTER	Enterprise Internal S PERMIT MAILING	Utility Customer Service 150515	Finance 11/27/2023	3,000.00	
55-21-23-44-436 Mail, Delivery Services POSTMASTER	Enterprise Internal S PERMIT MAILING RENEWAL #147	Utility Customer Service 150522	Finance 11/20/2023	620.00	
55-21-23-44-451 Telephone Line Expense ALLO COMMUNICATIONS LLC	Enterprise Internal S 308-762-5400 UTILITY CUST SERVI	Utility Customer Service OCTOBER 202	Finance 10/24/2023	59.83	11/22/2023
55-21-23-44-479 CNTSVC Other PAYMENT SERVICE NETWORK INC	Enterprise Internal S GATEWAY FEE	Utility Customer Service 284883	Finance 11/02/2023	59.95	11/20/2023
Total Utility Customer Service:				3,739.78	
55-21-24-44-451 Telephone Line Expense ALLO COMMUNICATIONS LLC	Enterprise Internal S 308-762-5400 METER READING	Meter Reading OCTOBER 202	Finance 10/24/2023	5.88	11/22/2023
55-21-24-45-531 Uniforms ABBEY TODD	Enterprise Internal S SAFETY JACKET	Meter Reading TODD REIMBU	Finance 11/22/2023	64.19	
Total Meter Reading:				70.07	
Total Finance:				3,809.85	
55-51-56-42-294 Conferences, Cont Education FIRSTBANK CARD	Enterprise Internal S TRAINING	Warehouse SORENSEN 11	Utiltiy Superintenden 11/16/2023	119.00	11/20/2023
55-51-56-43-379 Other Contract Operating Svcs IDEAL LINEN INC	Enterprise Internal S MOPS	Warehouse 11198141	Utiltiy Superintenden 11/21/2023	65.33	
55-51-56-44-441 Electricity COA UTILITIES	Enterprise Internal S ELECTRIC	Warehouse 12/05/2023 UTI	Utiltiy Superintenden 11/28/2023	3,555.95	11/28/2023
55-51-56-44-442 Water-Sewer COA UTILITIES	Enterprise Internal S WATER / SEWER	Warehouse 12/05/2023 UTI	Utiltiy Superintenden 11/28/2023	10.87	11/28/2023
55-51-56-44-443 Refuse COA UTILITIES	Enterprise Internal S REFUSE	Warehouse 12/05/2023 UTI	Utiltiy Superintenden 11/28/2023	120.10	11/28/2023

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
55-51-56-44-451 Telephone Line Expense	Enterprise Internal S Warehouse		Utilitiy Superintenden		
ALLO COMMUNICATIONS LLC	308-762-5400 FAC MAINTANCE	OCTOBER 202	10/24/2023	11.77	11/22/2023
55-51-56-44-451 Telephone Line Expense	Enterprise Internal S Warehouse		Utilitiy Superintenden		
ALLO COMMUNICATIONS LLC	308-762-1907 UTILITY FACILITY	OCTOBER 202	10/24/2023	748.66	11/22/2023
55-51-56-44-483 NRCNTSVC-Building Public Wrks	Enterprise Internal S Warehouse		Utilitiy Superintenden		
BUD'S PEST CONTROL	PUBLIC WORKS PEST CONTROL	6023	11/06/2023	100.00	
55-51-56-45-511 Office Supplies	Enterprise Internal S Warehouse		Utilitiy Superintenden		
DOLLAR GENERAL-CHARGED SAL	OFFICE SUPPLIES	1001266317	08/22/2023	24.50	
55-51-56-45-511 Office Supplies	Enterprise Internal S Warehouse		Utilitiy Superintenden		
DOLLAR GENERAL-CHARGED SAL	OFFICE SUPPLIES	1001261958	07/31/2023	23.75	
55-51-56-45-511 Office Supplies	Enterprise Internal S Warehouse		Utilitiy Superintenden		
DOLLAR GENERAL-CHARGED SAL	OFFICE SUPPLIES	1001271850	09/20/2023	16.80	
Total Warehouse:				4,796.73	
Total Utilitiy Superintendent:				4,796.73	
Total Enterprise Internal Service:				8,606.58	
Health Care Internal Service					
57-81-81-42-287 Employee Claims	Health Care Internal	Health Support	Personnel		
REGIONAL CARE, INC.	HEALTH CLAIMS	11202023-HC	11/20/2023	112,017.73	11/20/2023
57-81-81-42-287 Employee Claims	Health Care Internal	Health Support	Personnel		
REGIONAL CARE, INC.	HEALTH CLAIMS	11272023HC	11/27/2023	17,520.77	11/28/2023
Total Health Support:				129,538.50	
Total Personnel:				129,538.50	
Total Health Care Internal Service:				129,538.50	
Grand Totals:				779,311.05	

Dated: _____

Mayor: _____

City Manager: _____

City Treasurer: _____

Report Criteria:

Invoices with totals above \$0 included.
 Paid and unpaid invoices included.

Cemetery Certificate (Survivorship)

Completed By: City of Alliance, P.O. Box D, Alliance, NE 69301

Know All Men By These Presents:

That CITY OF ALLIANCE, a municipal corporation, in Box Butte County and State of Nebraska, for and in consideration of the sum of THREE HUNDRED SEVENTY-FIVE and NO/100^{THS} DOLLARS, to it in hand paid, does hereby, grant, bargain, sell convey and confirm unto:

Mary K. McKinney-Heimbuck

the following described real estate, situated in the Second Addition to the Alliance Cemetery, in Box Butte County and State of Nebraska, to-wit:

West Half (W ½) Lot Twenty-Two (22), Section Ten (10), Block Nineteen (19); according to the recorded plat thereof; and

TO HAVE AND TO HOLD the above described premises, with the appurtenances, unto the said grantees as JOINT TENANTS, and not as tenants in common, and to their assigns, or to the heirs and assigns of the survivor of them, forever, for the burial or interment of bodies of deceased persons only; the said purchaser to have only such rights as to the use, improvements and ornamentation of said lot as may be in accordance with the laws of Nebraska, the ordinances of City of Alliance and the rules and regulations passed or adopted from time to time to regulate and govern said Alliance Cemetery, and City of Alliance, the grantor named herein does hereby covenant with the grantees named herein and with their assigns and with the heirs and assign of the survivor of them, that it is lawfully seized of said premises; that they are free from encumbrance, that it has good right and lawful authority to sell the same, and it does hereby covenant with the grantees named herein and with their assigns and with the heirs and assigns of the survivor of them to warrant and defend the title to said premises against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, the said City of Alliance a municipal corporation has caused these presents to be signed by its Mayor and attested by its City Clerk and its corporate seal to be affixed hereto all on the 5th day of December, 2023.

CITY OF ALLIANCE, a municipal corporation

By: _____ Mayor

Attest: _____ City Clerk

Approved as to form _____ City Attorney.

Cemetery Certificate (Survivorship)

Completed By: City of Alliance, P.O. Box D, Alliance, NE 69301.

Know All Men By These Presents:

That CITY OF ALLIANCE, a municipal corporation, in Box Butte County and State of Nebraska, for and in consideration of the sum of THIRTY-SEVEN and 50/100^{THS} DOLLARS, to it in hand paid, does hereby, grant, bargain, sell convey and confirm unto:

Linda Andersen

the following described real estate, situated in the Alliance Cemetery First Addition, in Box Butte County and State of Nebraska, to-wit:

South Half (S ½) Lot Fourteen (14), Section Six (6), Block Nine (9); according to the recorded plat thereof.

TO HAVE AND TO HOLD the said lot to the purchaser and assigns forever, for the burial or interment of the body or bodies of deceased persons only; the said purchaser to have only such rights as to the use, improvement and ornamentation of said lot as may be in accordance with the laws of Nebraska, the ordinances of City of Alliance and the rules and regulations passed or adopted from time to time to regulate and govern said Alliance Cemetery, and City of Alliance does hereby covenant with the said Box Butte County that it is lawfully seized of said premises, that they are free from encumbrance, that it has good right and lawful authority to sell the same; and it does here by covenant to warrant and defend the title to said premises against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, the said City of Alliance a municipal corporation has caused these presents to be signed by its Mayor and attested by its City Clerk and its corporate seal to be affixed hereto all on the 5th day of December, 2023.

CITY OF ALLIANCE, a municipal corporation

By: _____ Mayor

Attest: _____ City Clerk

Approved as to form _____ City Attorney.

RESOLUTION NO. 23-108

WHEREAS, The City of Alliance operates the Alliance Library/Learning Center, Knight Museum and Sandhills Center, SkyView Golf Course, Airport, and the Public Works Facility; and

WHEREAS, As a result of normal use the buildings require cleaning on a regular basis; and

WHEREAS, The City previously issued an Invitation to Bid for the Janitorial Services for the City operated facilities and desires to continue janitorial services with the same vendor, A & J Janitorial. for the Knight Museum and Sandhills Center and the Alliance Learning Center for an additional 12 months; and

WHEREAS, PH Cleaning & Sewing was the lowest and most responsible bidder for the Alliance Utility Facility, Alliance Municipal Airport and SkyView Golf Course.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of Alliance, Nebraska, that the Mayor is authorized to sign Agreements with the listed vendors to provide for janitorial services at the following locations, effective January 1, 2024.

Facility	Vendor	Annual Contract Amount
Alliance Library/Learning Center	A & J Janitorial	\$26,160
Knight Museum & Sandhills Center	A & J Janitorial	\$11,280
Alliance Utility Facility	PH Cleaning & Sewing	\$13,200
Alliance Municipal Airport	PH Cleaning & Sewing	\$10,200
SkyView Golf Course	PH Cleaning & Sewing	\$5,250

PASSED AND APPROVED this 5th day of December, 2023.

(SEAL)

Earl Jones, Mayor

Attest:

Shelbi C. Pitt, City Clerk

Approved as to Form and Legality:

Simmons Olsen Law Office, Legal Counsel



Cultural & Leisure Services

908 Yellowstone Ave
P.O. Box D
Alliance, Nebraska 69301

REQUEST FOR QUALIFICATIONS AND BID

JANITORIAL SERVICES

Knight Museum & Sandhills Center

Invitation Number: 7176-11-2023
Issue Date: November 1, 2023
Publish Dates: November 1, 8, and 15, 2023
Closing Date: November 21, 2023
Closing Time: 2:00 p.m., local time, our clock
Prepared by: Shana Brown, Cultural & Leisure Services Director
Telephone: 308.762.2384
Fax: 308.761.1168
E-mail: sbrown@cityofalliance.net

GENERAL PROVISIONS

These general terms and conditions of bid quotation and acceptance apply in like force to this inquiry and to any subsequent contract resulting therefrom.

ACKNOWLEDGMENT OF AMENDMENTS

Bidders shall acknowledge receipt of any amendment to the solicitation by identifying the amendment number and date in the space provided for this purpose on the bid form, by letter, or by returning a copy of the issued amendment with the submitted bid. The acknowledgment must be received by the City of Alliance by the time and at the place specified for the receipt of bids.

ADDITIONAL INFORMATION

Questions concerning the contract or technical portions of the bid document must be shall be directed to the person listed on the Cover Sheet under Prepared By. Bidders are cautioned that any statements made by individuals, or employees of the City of Alliance, that materially change any portion of the bid document shall not be relied upon unless subsequently ratified by a formal written amendment to the bid document. To find out whether the local government intends to issue an amendment, contact the person listed on the Cover Sheet under Prepared By.

ANTITRUST

By entering into a contract, the service provider conveys, sells, assigns, and transfers to the City of Alliance all rights, titles, and interest it may now have or hereafter acquire under the antitrust laws of the United States and the State of Nebraska that relate to the particular goods or services purchased or acquired by the City of Alliance under said contract.

ASSIGNMENT

The service provider shall not assign, transfer, convey, sublet, or otherwise dispose of any award or any or all of its rights, title, or interest therein, without the prior written consent of the City of Alliance.

APPLICABLE LAW

The contract shall be governed in all respects by the laws of the State of Nebraska, and any litigation with respect thereto shall be brought in the courts of the State of Nebraska. The service provider shall comply with all applicable federal, state, and local laws and regulations.

AWARD

Consideration for award will be by proximity to specifications given, costs, and time of delivery. All purchases, leases, or contracts which are based on competitive bids will be awarded to the lowest, responsive and responsible bidder, determined according to the provisions of Nebraska State Statutes. Complete and accurate responses to all items are necessary for the complete and fair evaluation of proposals. Bid Award, in addition to the above stated, will be based on compliance with the specified requirements as well as the "total-cost," or "life-cycle costing" concept, including the following:

Cost: A cost analysis will be conducted and will include all identifiable costs associated with acquisition, installation, maintenance and operation of the bidder's offered equipment. The analysis will be based upon bidders' proposal data and other cost factors which, in the judgment of the evaluators, will be incurred by the City resulting from acceptance of the bidder's proposal.

Equipment: An evaluation of equipment will be based on compliance with the specifications, expected life of equipment, output, maintenance, consumption, disposal value, warranty, complexity of operation, required training, and other factors that may contribute to the overall cost of the specified item.

Bidder's Reputation and Experience: An evaluation of the bidders' reputation and experience shall be based on the nature and extent of company data furnished, references and financial responsibility of the bidder.

BIDDER CERTIFICATION

The bidder agrees that submission of a signed bid form is certification that the bidder will accept an award made to it as a result of the submission.

BID CLARIFICATIONS

If any party contemplating the submission of a bid on this invitation is in doubt as to the true meaning of any part of the plans, specifications or other documents, they should contact the person listed on the Cover Sheet under Prepared By. An interpretation of the bid invitation document will be made only by addendum duly issued to each party receiving a bid invitation. The City of Alliance shall not be responsible for explanations or interpretations of bid invitation documents except as issued in accordance herewith.

BID FORM SUBMISSION

Bids shall be submitted on the attached forms. Bids concerning separate bid invitations must not be combined on the same form or placed in the same envelope. Bids submitted in violation of this provision shall not be considered. All bids must be signed, in ink, in order to be considered. Erasures are not acceptable on bids; if necessary to make a change, strike out or draw a line through incorrect item and type the correction above, and initial the correction in ink. If the bidder is a firm or corporation, the bidder must show the title of the individual executing the bid, and if the individual is not an officer of the firm or corporation, the bidder must submit proof that the individual has the authority to bid the firm or corporation. **BIDS MAY NOT BE ALTERED OR AMENDED AFTER THE BID CLOSING.**

BID ENVELOPES

Envelopes containing bids should be sealed and marked in the lower left hand corner with the invitation number, commodity, and date and hour of opening of bids. Failure to do so may cause bid not to be considered. Express Company, or Express Mail envelopes containing a sealed bid shall also be sealed and marked in the lower left hand corner with the invitation number, commodity, and date and hour of opening of bids.

BID RECEIPT AND OPENING

The City of Alliance will receive sealed bid proposals until date and time indicated on bid cover. Bids must be delivered, by hand or mail, to the location denoted on the Cover Sheet, where they will be opened at the stated time. Bids received after the date and time of the bid opening will be returned to the bidder unopened. It is the responsibility of the bidder to ensure that bids arrive at the designated opening place on time. Late or non-delivery due to mail or express delivery company failure will not be considered adequate reason for consideration of late

bids. **FACSIMILE (FAXED) BIDS WILL NOT BE ACCEPTED, AND SHALL NOT BE CONSIDERED FOR EVALUATION OR AWARD.** Notes may be taken at the public reading of the bid(s) at the specified time and date of the opening or a personal inspection may be made of the bid(s) after award has been made and documents are placed in central files.

BID ACCEPTANCE PERIOD

Any bid submitted as a result of the solicitation shall be binding on the bidder for a minimum of sixty (60) calendar days following the bid opening date. Any bid for which the bidder specifies a shorter acceptance period may be rejected.

BID WITHDRAWAL

Bids may not be changed after the bid closing time.

BRAND NAMES

Any catalog, brand name or manufacturer's reference used in the specifications is intended to be descriptive and not restrictive, and is used **only** to indicate type and quality desired. Any article, equipment, or material which shall conform to the standards and excellence so established, and is of equal merit, strength, durability and appearance to perform the desired function, is deemed eligible for offer as a substitute. The qualifications of the offering shall be judged as to their conformance with these specifications. Any equipment offered other than herein specified shall be subject to a competitive demonstration and evaluation by the City of Alliance.

CERTIFICATION OF INDEPENDENT PRICE DETERMINATION

The bidder certifies that the prices submitted in response to the solicitation have been arrived at independently and without, for the purpose of restricting competition, any consultation, communication, or agreement with any other bidder or competitor relating to those prices, the intention to submit a bid, or the methods or factors used to calculate the prices bid.

COLLUSION AMONG BIDDERS

Each bidder, by submitting a bid, certifies that it is not a party to any collusive action or any action that may be in violation of the Sherman Antitrust Act. Any or all bids shall be rejected if there is any reason for believing that collusion exists among the bidders. The City of Alliance may or may not, at its discretion, accept future bids for the same work from participants in such collusion.

More than one bid from an individual, firm, partnership, cooperation, or association under the same or different names may be rejected. Reasonable grounds for believing that a bidder has interest in more than one bid for the work being bid may result in rejection of all bids in which the bidder is believed to have interest.

Nothing in this clause shall preclude a firm acting as a subcontractor to be included as a subcontractor for two or more primary contractors submitting a bid for the work.

DEBARMENT

By submitting a bid, the bidder certifies that it is not currently debarred from submitting bids for contracts issued by any political subdivision or agency of the State of Nebraska and that it is not an agent of a person or entity that is currently debarred from submitting bids for contracts issued by any subdivision or agency of the State of Nebraska.

ETHICS IN PUBLIC PROCUREMENT

The contract shall incorporate by reference, but shall not be limited to, the provisions of law contained in the *Nebraska Political Accountability and Disclosure Act*. The bidder certifies that its bid was made without collusion or fraud; that it has not offered or received any kickbacks or inducements from any other bidder, supplier, manufacturer, or subcontractor in connection with the bid; and that it has not conferred on any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services, or anything of value.

EXCEPTIONS

Bidders taking exception to any part or section of the solicitation shall indicate such exceptions on the bid form or appendix. Failure to indicate any exception will be interpreted as the bidder's intent to comply fully with the requirements as written. Conditional or qualified bids, unless specifically allowed, shall be subject to rejection in whole or in part.

EXPENSES INCURRED IN PREPARING BID

The City of Alliance accepts no responsibility for any expense incurred by the bidder in the preparation and presentation of a bid. Such expenses shall be borne exclusively by the bidder.

ERRORS IN EXTENSIONS

If the unit price and the extension price are at variance, the unit price shall prevail.

FORCE MAJEURE

The service provider shall not be held responsible for failure to perform the duties and responsibilities imposed by the contract due to legal strikes, fires, riots, rebellions, and acts of God beyond the control of the service provider, unless otherwise specified in the contract.

FAILURE TO DELIVER

In the event of failure of the service provider to deliver the goods and services in accordance with the contract terms and conditions, the City of Alliance, after due oral or written notice, may procure the goods and services from other sources and hold the service provider responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies that the City of Alliance may have.

FAILURE TO ENFORCE

Failure by the City of Alliance at any time to enforce the provisions of the contract shall not be construed as a waiver of any such provisions. Such failure to enforce shall not affect the validity of the contract or any part thereof or the right of the City of Alliance to enforce any provision at any time in accordance with its terms.

INFORMALITIES AND IRREGULARITIES

The City of Alliance has the right to waive minor defects or variations of a bid from the exact requirements of the specifications that do not affect the price, quality, quantity, delivery, or performance time of the services being procured. If insufficient information is submitted by a bidder with the bid for the City of Alliance to properly evaluate the bid, the City of Alliance has the right to require such additional information as it may deem necessary after the time set for receipt of bids, provided that the information requested does not change the price, quality, quantity, delivery, or performance time of the services being procured.

INDEMNIFICATION

The service provider covenants to save, defend, hold harmless, and indemnify the City of Alliance and all of its officers, departments, agencies, agents, and employees from and against all claims, loss, damage, injury, fines, penalties, and costs – including court costs and attorney’s fees, charges, liability, and exposure, however caused resulting from, arising out of, or in any way connected with the service provider’s negligent performance or nonperformance of the terms of the contract.

IDENTICAL BIDS

Identical bids or bids which otherwise appear suspicious will be reported to the City Attorney’s Office for investigation.

LIMITATION OF COST

The service provider agrees to provide the equipment, perform the work specified and/or complete all obligations under the contract within the stated amount.

NONCONFORMING TERMS AND CONDITIONS

A bid response that includes terms and conditions that do not conform to the terms and conditions in the bid document is subject to rejection as non-responsive. The City of Alliance reserves the right to permit the bidder to withdraw nonconforming terms and conditions from its bid response prior to a determination by the City of Alliance of non-responsiveness based on the submission of nonconforming terms and conditions.

NONDISCRIMINATION

By submission of a bid, the bidder certifies that the service provider(s) and/or subservice provider(s) providing product(s) or service(s) shall not discriminate against any employee or applicant for employment, to be employed in the performance of such contract, with respect to his/her hire, tenure, terms, conditions, or privileges of employment, because of his/her race, color, religion, sex, disability, or national origin, as outlined in Nebraska Fair Employment Practice Act, and applicable State and Federal Regulations.

ORAL STATEMENTS

No oral statement of any person shall modify or otherwise affect the terms, conditions, or specifications stated in this contract. All modifications to the contract must be made in writing by the City of Alliance.

PATENTS AND ROYALTIES

The service provider covenants to save, defend, keep harmless, and indemnify the City of Alliance and all of its officers, departments, agencies, agents, and employees from and against all claims, loss, damage, injury, fines, penalties, and costs – including court costs and attorney’s fees, charges, liability, and exposure, however caused for or on account of any copyright or patented or unpatented invention, process, or article manufactured or used in the performance of the contract, including its use by the City of Alliance.

If the service provider uses any design, device, or materials covered by patent or copyright, it is mutually agreed and understood without exception that the contract price includes all royalties or costs arising from the use of such design, device, or materials in any way in the work.

PURCHASE ORDER REQUIREMENT

Purchases of the City of Alliance are authorized only if a signed purchase order issued in advance of the transaction, showing that the ordering agency has sufficient funds available to pay for the service. Service providers providing services without a signed purchase order do so at their own risk. The City of Alliance will not be liable for payment for any services provided under the contract unless a valid purchase order has been issued to the service provider.

PAYMENT TERMS AND DISCOUNTS

Unless otherwise indicated in the bid form, payment terms will be net thirty (30) days. The City of Alliance will pay the service provider within thirty (30) days after the receipt of a correct invoice for reasonable work allocable to the contract or after the date of acceptance of work that meets contract requirements, whichever event occurs later.

QUALIFICATIONS OF BIDDERS

The bidder may be required before the award of any contract to show to the complete satisfaction of the City of Alliance that it has the necessary facilities, ability and financial resources to provide the service specified therein in a satisfactory manner. The bidder may also be required to give a past history and references in order to satisfy the City of Alliance in regard to the bidder’s qualifications. The City of Alliance may make reasonable investigations deemed necessary and proper to determine the ability of the bidder to perform the work, and the bidder shall furnish to the City of Alliance all information for this purpose that may be requested. The City of Alliance reserves the right to reject any bid if the evidence submitted by, or investigation of, the bidder fails to satisfy the City of Alliance that the bidder is properly qualified to carry out the obligations of the contract and to complete the work described therein. Evaluation of the bidder’s qualifications shall include:

- The ability, capacity, skill, and financial resources to perform the work or provide the service required.
- The ability of the bidder to perform the work or provide the service promptly or within the time specified, without delay or interference.
- The character, integrity, reputation, judgment, experience and efficiency of the bidder.

- The quality of performance of previous contracts or services.

THE BIDDER MAY BE REQUIRED TO GIVE A DEMONSTRATION OF THE PROPOSED EQUIPMENT, BEFORE AWARD IS MADE.

QUALITY OF GOODS

All goods shall be new, in first class condition, and of the manufacturer's latest design of the model presently in production. All materials, supplies and equipment furnished or services performed under the terms of this purchase order or contractual agreement shall comply with the requirements and standards specified in the Williams-Steiger Occupational Safety and Health Act of 1970 (Public Law 91-596), as well as other applicable Federal, State and local codes. Equipment and materials furnished by the bidder having serious defects, corrosion or scratches which tend to present an "other than new" appearance shall be promptly replaced or such defects promptly corrected by the bidder at no cost to the City. Any existing MSDS (Material Safety Data Sheets) for the products, materials, supplies or equipment being bid must be submitted with the bid. No product containing asbestos, lead paint, or polychlorinated biphenyl (PCB) in any form will be considered for award by the City of Alliance.

RISK OF LOSS

The City shall be relieved from all risks of loss or damage to the equipment during periods of transportation and manufacture and during the entire time the equipment is in the possession of the City until acceptance of the equipment by the City of Alliance. At such time the risk of loss or damage to said equipment shall pass to the City. The bidder/service provider shall not be responsible for damage to equipment occasioned by negligence of the City or its employees.

UNSATISFACTORY WORK

If, at any time during the contract term, the service performed or work done by the service provider is considered by the City of Alliance to create a condition that threatens the health, safety, or welfare of the community, the service provider shall, on being notified by the City of Alliance, immediately correct such deficient service or work.

In the event the service provider fails, after notice, to correct the deficient service or work immediately, the City of Alliance shall have the right to order the correction of the deficiency by separate contract or with its own resources at the expense of the service provider.

INSURANCE RESPONSIBILITY

The City of Alliance shall have **no** responsibility or liability for the below listed insurance coverage. The bidder must provide Certificates of Insurance compliance within fourteen (14) calendar days after notification of bid award. Such certificates shall provide that the City of Alliance be given at least 30 days prior written notice of any cancellation of, intention to not renew, or material change in such coverage. The providing of any insurance required herein does not relieve the bidder of any of the responsibilities or obligations assumed by the bidder in the contract awarded or for which the bidder may be liable by law or otherwise. The service provider shall purchase at their expense and maintain in force at all times during the contract period the following listed policies of insurance, or those listed in the specifications:

- **Worker's Compensation Insurance:** As mandated by Nebraska State Statues.

- **Comprehensive (commercial) General Liability:** Coverage limits not less than \$1,000,000 per occurrence and \$2,000,000 general aggregate to include product and completed operations.
- **Comprehensive Automobile Liability Insurance:** Coverage limits not less than \$500,000 combined single limit.

Failure to provide and continue in force such insurance as required above shall be deemed a material breach of the contract and shall operate as an immediate termination thereof.

WARRANTY

Unless otherwise specified, the bidder shall define any warranty service and replacements that will be provided during and subsequent to this contract. Bidders must explain on an attached sheet to what extent warranty and service facilities are provided.

END OF GENERAL PROVISIONS

STATEMENT OF WORK AND MINIMUM STANDARDS

1. SCOPE

- 1.1 The City of Alliance will receive Statement of Qualifications and Bids from firms having specific experience and qualifications in providing janitorial maintenance.
- 1.2 It is the intent of this document to describe janitorial service requirements at the Knight Museum and Sandhills Center, 908 Yellowstone Avenue
- 1.3 All requirements detailed in this document apply to each facility listed in 1.2.
- 1.4 The museum has specific Area Cleaning Interval Requirements, which are identified in individual sections following the Statement of Work and Minimum Standards.
- 1.5 The service provider may submit a bid for **any** and/or **all** facilities listed in 1.2.
- 1.6 A Bid Form for each facility is attached to this document and shall be used when submitting a bid for any and/or all facilities – No Exceptions.
- 1.7 **Statement of Qualifications:** For consideration, the service provider shall enclose a Statement of Qualifications with their submitted bid. The Statement of Qualifications must contain evidence of the firm's experience and abilities, references, illustrative examples of similar work performed, and other information that clearly demonstrates the service provider's expertise to accomplish the requirements as detailed in this and all accompanying documents. If submitting a bid for more than one facility, the bidder need only submit one Statement of Qualifications.

2. CHANGES IN THE SCOPE OF THE CONTRACT

- 2.1 The City of Alliance, by written order, may make changes in the general scope of the contract and in the specifications. The service provider will be given as much advance notice as is practicable when, for example, an entire area of a facility or portion thereof, is to be added or deleted from the contract. If the changes so ordered cause an increase or decrease in the price of the contract, an equitable adjustment will be made and the contract will be modified accordingly.

3. STAFFING

- 3.1 **Staffing Chart:** For consideration, the service provider shall enclose a Staffing Chart for each facility for which the service provider is submitting a bid. The staffing chart shall include number of personnel the service provider expects to utilize in the performance of each facility's contract.

- 3.2 Upon award and contract signing, the successful bidder will be required to provide the City of Alliance an expected work schedule for each facility showing daily, weekly and monthly direct labor hours. This schedule will be used to monitor the performance of the service provider. Monthly reports from the service provider will be required stating the work performed during the reporting month.
- 3.2 The service provider shall be responsible for scheduling the cleaning requirements specified herein. Work shall be scheduled in such a way that it does not disrupt the functions and normal day-to-day operations of each facility.

4. BILLING AND PAYMENT

- 4.1 The service provider shall submit an invoice for all labor, tools and equipment provided during the preceding month to the facility's designated responsible charge person.
- 4.2 Each invoice shall include the following information:
- 4.2.1 Name of facility for which work was performed
 - 4.2.2 Month or Dates for which work was performed
 - 4.2.3 Number of labor, machine or tool hours
 - 4.2.4 Unit cost
 - 4.2.5 Extended cost
 - 4.2.6 Remit to address

5. LOST AND FOUND ARTICLES

- 5.1 The service provider shall be responsible for insuring that articles found by its employees are turned in to the facility's designated responsible charge person.

6. BUILDING SECURITY

- 6.1 Keys to each facility and certain areas will be furnished. It will be service provider's responsibility for safe keeping of all keys in their custody.
- 6.2 Any lost keys shall be reported immediately to the facility's designated responsible charge person. The service provider will be charged for the replacement of any lost keys. If the security of an area where a key is lost necessitates replacement of lock cylinders, locks, or any other hardware, the service provider shall pay the cost of such replacement and re-keying.
- 6.3 If any keys issued to the service provider during the term of the contract are not returned at the expiration date of the contract, replacement keys or hardware replacement as described in specification 6.2 above shall be deducted from the final payment to the service provider.
- 6.4 A fully qualified force shall be maintained for each facility throughout the period of this contract with a sufficient number of workers to perform all required services within the hours indicated by the schedule. These workers shall be thoroughly instructed by their supervisors as to required duties and methods of performance and receive close and continuing first line supervision. Additionally, all personnel shall maintain a courteous and respectfully attitude toward the public at all times. At no time, shall there be any soliciting or requesting of gratuities of any type.
- 6.5 The service provider shall assume full responsibility for any and all damages or claims for damage,

for injury to persons, property, and equipment which might result from any services performed under this contract.

7. MINIMUM WAGE

7.1 In the absence of a minimum wage schedule attachment for the contract, the service provider shall pay their employees performing this contract not less than the minimum wage set by the U.S. Department of Labor for the applicable job classification in effect at the time of performance. It is the responsibility of the service provider to comply with such laws.

8. CITY OF ALLIANCE OBSERVED HOLIDAYS

8.1 The City of Alliance observes the following holidays. Work may be done on these days, but the service provider must ensure no conflicting schedules exist.

New Years Day
President's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving
Day after Thanksgiving
Christmas

9. GENERAL INFORMATION AND REQUIREMENTS

9.1 For each facility, the service provider shall provide all necessary labor and machines to perform the specified services. The City of Alliance will provide one or more janitor carts, mops, brooms and mop bucket/wringer. The service provider will be responsible for furnishing commercial vacuum(s), tools, equipment and accessories as needed to perform the necessary services.

9.2 THE SERVICE PROVIDER WILL PROVIDE THE NECESSARY SUPPLIES TO PERFORM THE SPECIFIED SERVICES. Supplies shall mean expendable items such as, but not limited to, disinfectant and cleaning liquids, waxes, polishing agents and other supplies necessary to ensure a clean, safe, healthy and pleasant work environment. Paper products (hand towels and toilet paper) & waste receptacle bags will be supplied by the City of Alliance.

9.3 Supplies, tools and materials needed to provide the specified service that are beyond the scope of those provided will be evaluated on a case-by-case basis. The service provider must notify the facility's designated responsible charge person in writing requesting the specific item. The use of brand names by service providers will only be used for the purpose of describing quality, performance and characteristics required. The facility's designated responsible charge person will evaluate the request and determine its validity based on, but not limited to, availability, cost, internal and external environmental impacts and whether the item is needed for a one time use or will it be needed to be stocked on a continuous basis.

- 9.4 Supplies will be stored and maintained at each facility. It will be the responsibility of the service provider to ensure an adequate stock is maintained, and that the facility’s designated responsible charge person is informed of stock shortages. The City of Alliance warehouses the necessary supplies to perform the specified services.
- 9.5 All service provider’s employees or representatives working in or around each facility shall be capable of reading and understanding safety and chemical signs and labels, as well as communicating with facility staff.

10. CLEANING INTERVALS / DEFINITIONS

The following specifications will serve as cleaning intervals for work to be performed and must be used by the service provider and its employees.

Daily	Five times per week
Three-Weekly	Every other day, one day apart
Two-Weekly	Twice every five days, minimum of two days apart
Weekly	Once every five days
Two-Monthly	Twice per month, two weeks apart
Monthly	Once per month, three weeks apart
Six-Yearly	Six times per year, two months apart
Four-Yearly	Four times per year, three months apart
Three-Yearly	Three times per year, four months apart
Two-Yearly	Twice per year, six months apart
Yearly	Once per year, twelve months apart
As Needed	As determined by the facility’s designated responsible charge person

11. MINIMUM CLEANING STANDARDS

The service provider shall be responsible for using the correct cleaning procedures to maintain all the different types of surfaces of each facility. Only the highest standard of cleaning and maintenance will be acceptable. These are minimum standards and will not be replaced by any service provider’s minimum cleaning specifications.

- 11.1 DUSTING STANDARDS:** Dusting cloths and equipment used shall be clean. Dust cloths shall be treated to avoid scattering of dust. Hard rubbing shall be avoided as oil streaks may remain.
- 11.2 WASHING STANDARD:** Water seepage under baseboards, bumping baseboards, corners of furniture and splashing water on walls, baseboards or furniture shall not be permitted. Hard to reach areas shall be cleaned by hand. Gum and similar substances shall be removed by hand.
- 11.3 FLOOR COVERINGS CLEANING STANDARDS:** Floors will be swept clean and dust mopped so that no dust streaks are left and no dust remains where dirt is picked up with dustpan. No dirt or dust shall be left in corners, under furniture or behind doors. All furniture or other equipment moved during sweeping will be replaced.

Baseboards, doors, furniture and equipment will not be disfigured by brushes or otherwise damaged in moving. Any spot cleaning will be performed which is necessary to remove coffee or soft drink stains, chewing gum, tar, etc. from floors or carpets.

- 11.3.1 CARPETED AREAS:** All carpeted areas shall be vacuumed at specified intervals. All

spots shall be removed daily. On heavy traffic areas where soil occurs, carpet shall be cleaned often enough so that the entire carpet area presents a clean and uniform appearance.

11.3.2 AREA RUGS: If present and not contracted cleaned, shall be removed periodically or as scheduled to permit proper cleaning of the area covered by the rug. Under side of rugs shall be vacuumed prior to replacement.

11.3.3 CONCRETE FLOORS: These types of floors shall be cleaned according to specified interval. Concrete floors shall be swept and mopped as scheduled. Sweeping of these floors shall be done with a suitable broom. All stains shall be spot cleaned using appropriate approved cleaning solutions. Vacuum cleaning may be substituted, if desired. Mopping of concrete floors shall be done in accordance with specification 11.3.4, Mopping.

11.3.4 MOPPING: Vinyl composition, tile and concrete floors shall be damp mopped at specified intervals using a neutral soap solution which does not remove the wax or injure the floor. Floors shall be mopped to remove dirt, traffic marks and stains that cannot be removed by sweeping.

Scrubbing with neutral solution, rather than damp or wet mopping, shall be resorted to only when floor cannot be cleaned by mopping. Wash and rinse water shall be changed frequently. Floors shall be dried after mopping to prevent any standing water from being absorbed by floor material or seeping into seams of floor covering.

Hard to reach places shall be mopped by hand. Water seepage under baseboards, bumping baseboards, corners of furniture and splashing water on walls, baseboards or furniture shall not be permitted.

11.3.5 SCRUBBING AND STRIPPING: Scrubbing and stripping of vinyl and tile floor coverings shall be performed using proper cleaning and/or scrubbing pads. A minimum amount of water containing a neutral detergent for washing and the proper stripping solution used for stripping shall be used. Hard to reach areas shall be done by hand with a scrubbing brush or pad. Do not use any solution, equipment or pads which will damage the floor.

Water seepage under baseboards, bumping baseboards, corners of furniture and splashing water on walls, baseboards or furniture shall not be permitted. Floors shall be rinsed twice with clear water or until all film has been removed. Floors shall have all finish and marks and foreign substances of any kind removed. Hosing of floors will not be permitted.

11.3.6 FINISHING STANDARDS (AFTER STRIPPING): Two coats of floor finish shall be applied with a clean applicator. The first coat shall be thoroughly dry before applying the second coat. The top coat, when thoroughly dry, shall be buffed in accordance with manufacturers' instructions and buffing standards listed in specification 11.3.7.

11.3.7 BUFFING STANDARDS: All buffing shall be to a hard luster finish. It is recommended that the service provider utilize provided equipment to perform this function.

11.3.8 MOVING OF SMALL FURNITURE: The service provider shall be required to move chairs, chair pads on floor, trash cans and small pieces of furniture, etc. out of the way to prepare area for vacuum cleaning. Small pieces of furniture means all furniture excluding

file cabinets, storage cabinets, bookcases, desks, computer furniture with computer equipment and any piece of furniture attached to a building. Replace all items moved after vacuuming. Spot clean all new stains found on carpet with spot removing solution. This cleaning will be performed at intervals specified.

11.4 RESTROOM CLEANING STANDARDS: The service provider shall perform the required work to such an extent that each restroom is well kept and has no odors; that the toilet bowls, wash basins and urinals are clean and bright; that toilet paper, towel and soap dispensers are filled and clean; that the floors, walls and stall partitions are clean and free from stains and marks. All metal, such as faucets, pipe fittings, and hardware shall be clean and bright. Mirrors shall be clean and the entire appearance shall be one of cleanliness.

11.4.1 FLOORS: The entire restroom floor area will be swept and thoroughly mopped or scrubbed with a neutral soap / disinfectant-detergent and hot water solution, rinsed, and dried. Special attention will be given to maintaining the appearance of the floors around toilet fixtures and urinals. Hard-to-reach areas and corners shall be given special attention by hand-washing.

11.4.2 TOILET BOWLS SEATS AND URINALS: Shall be washed inside and outside with a neutral anti-bacterial soap solution. A toilet brush in good condition shall be used to brush into the trap of the bowl and to wash under the rounded inside rim. All rust, encrustation, water rings or other stains will be removed. The outside of the bowls and the seats, tank and cover will be wiped dry with a clean cloth. Urinal strainers will be thoroughly cleaned of all foreign matter, and all traps will be maintained free from odors at all times.

11.4.3 WASH BASINS: Shall be thoroughly cleaned with a neutral anti-bacterial soap solution. All stains and mildew will be removed with a damp cloth and soap or mold cleansers.

11.4.4 MIRRORS, DISPENSERS, CHROMIUM FIXTURES, AND PIPING: Shall be damp wiped and polished dry. Stubborn stains on dispensers will be removed with a non-abrasive cleaner. Metal polish will be used on metal work where necessary.

11.4.5 WALL SURFACES, PARTITIONS, FLOORS AND WASTE RECEPTACLES: Shall be spot cleaned and all writing of any nature will be removed. Splashing about wash basins and urinals will be removed.

11.4.6 DISPENSERS: All paper towel, hand soap, and toilet tissue dispensers will be checked, refilled and wiped with a damp cloth daily. Excess supplies of paper towels and toilet paper will not be left on top of dispensers or in places where they may become dirty or contaminated.

11.4.7 SANITARY NAPKIN RECEPTACLES: Shall be emptied, cleaned and disinfected, properly dried and provided with a new liner when needed. Soiled bags will be adequately sealed, collected in separate container and disposed of properly.

11.4.8 HARDWARE: Strong abrasives shall not be used on chromium plated hardware on basins and flush-o-meter valves. These fittings shall be washed with a neutral soap solution and polished with a clean dry cloth.

11.5 MAIN AREAS, CLASSROOMS, WORKROOMS, CONFERENCE ROOMS, BREAK

ROOMS, LOUNGES, HALLWAYS, CORRIDORS, ENTRANCES AND LOBBY CLEANING STANDARDS: Listed areas having tables, cabinets, counter tops, chalk boards, dry marker boards and other furnishings shall be cleaned according to specified intervals. All surfaces of the furnishings in these areas shall be cleaned with a neutral anti-bacterial soap solution and polished with a clean dry cloth. Dry marker boards will be cleaned with the appropriate approved cleaning solution.

11.5.1 WASTE BASKETS: Shall be emptied and all wastepaper and trash removed to main disposal areas. Exterior of waste baskets shall be spot cleaned. For severely soiled baskets, clean with detergent solution. Where and when waste baskets have plastic liners, the liners will be replaced only when necessary. If a liner is not contaminated with food or other vermin breeding substances, the liner will remain in use.

11.5.2 DESKS, FURNISHINGS AND OTHER OFFICE FURNITURE: Desks and other office furniture shall be cleaned with a neutral anti-bacterial soap solution and polished with a clean dry cloth. The top of the desks and other office furniture that have papers, belongings, or property on them shall not be cleaned. Service provider employees shall not disturb papers, belongings or property of another that are on desks, file cabinets or tables. They shall not open drawers of file cabinets, nor use any telephones, radios, coffee makers, typewriters, computers, copy machines, or any other equipment.

All horizontal exposed surfaces (desks, file and table tops, shelves, stacks, chair seats, window sills, handrails, table lamps, etc.) shall be cleaned with a neutral anti-bacterial soap solution and polished with a clean dry cloth.

Upholstered chairs shall be spot cleaned. Cloth upholstered chairs shall be spot cleaned and vacuumed.

11.5.3 COMPUTERS AND COMPUTER EQUIPMENT: These types of electronic equipment shall not be cleaned by the service provider or its employees.

11.5.4 WALL SURFACES, PARTITIONS, DOORS AND WINDOWS: All wall surfaces, partitions, doors, window frames and sills will be spot cleaned. These surfaces will be deep cleaned at specified intervals.

11.5.5 LIGHT FIXTURES: All light fixtures shall be cleaned according to specified intervals. This cleaning shall include removing dirt, bugs etc. from the fixtures housing cover.

11.5.6 BRIGHT METAL WORK: Bright metal work (door knobs, hardware, switch plates, etc.) will be maintained in a polished condition using non-abrasive and appropriate approved polishing agent.

11.5.7 SURFACE GLAZING: All glazing of doors, partitions, mirrors, pictures, bookcases, etc. shall be cleaned with spray glass cleaner, wiped dry and polished.

11.6 WINDOW TREATMENTS: All window treatments will be cleaned on specified intervals. This will include not only dusting, but, if necessary, damp cleaning to remove dust, dirt, and other residue.

11.7 DRINKING FOUNTAINS: Drinking fountains/water coolers will be cleaned by washing the

bowl with a neutral anti-bacterial soap solution. The remainder of the fountain or cabinet will be wiped with a clean cloth. No metal polish is to be used on fittings. Drinking fountains will be kept free of trash, ink, coffee grounds, etc. and nozzles free of encrustation. Walls and floors adjacent to fixtures will be kept free of spots, drippings, and watermarks.

- 11.8 HEATING/COOLING VENTS:** The openings of all heat/cooling vents six-feet vertical and less will be dusted and cleaned to remove accumulated dust, lint, etc. Remove build-up of dust from walls and ceiling surfaces immediately surrounding these openings.
- 11.9 PASSENGER ELEVATOR:** All surfaces in the interior of the car will be cleaned including hoist way doors and crevices on the corridor side of the elevator, and all bright metal surfaces polished. Vacuum clean all rugs.
- 11.10 STAIRWAYS:** Stairways, stair landings and steps will be cleaned in accordance with 11.3 FLOOR COVERINGS CLEANING STANDARDS. Hand railings, ledges, grilles, fire apparatus, doors and radiators will be dusted and cleaned with a neutral soap solution and polished with a clean dry cloth.
- 11.11 OUTSIDE ENTRANCES:** Both sides of entrance glass will be cleaned with window cleaner, dried and polished with a clean dry cloth. Kick plates, push plates and push bars will be cleaned and polished using appropriate approved cleaning solutions. These areas will be cleaned according to specified intervals.
- 11.12 ASH RECEPTACLES:** The container will be emptied, cleaned and the trash removed. All such receptacles will be emptied according to specified intervals into fireproof metal containers for disposal as trash.

12. BUILDING CLEANING CONTRACT DEDUCTIONS

- 12.1 GENERAL:** A clean and well maintained building is the City of Alliance's goal and while deduction provision for work omitted or improperly performed is designed to protect the City's interest, it is not ordinarily a desirable substitute for getting the job accomplished through the normal processes.
- 12.2 SCHEDULE:** A Schedule for Deductions for Omitted or Unsatisfactory Work will be used by the City in determining the deductions for non-performance of work under this contract or for deficiencies in the work performed.
- 12.3 OBJECTIVE:** It is the objective of the City to obtain full cleaning performance in accordance with the terms of the specifications and quality work requirements of this contract. To this end, the City is contracting for the complete performance of each cleaning job as identified in the specifications, and deductions will, therefore, be made as stipulated. If this provision of the contract must be invoked frequently, it will be indicative of overall non-performance, and grounds for cancellation of the contract.
- 12.4 CRITERIA:**
 - 12.4.1 RESTROOM CLEANING:** In instances where restrooms are not satisfactorily cleaned or policed and serviced as determined by the facility's designated responsible charge person, deductions will be made for the entire room at the rate indicated in the Schedule of

Deductions multiplied by the number of fixtures in the restroom (fixtures are water closets, urinals, and washbasins).

- 12.4.2 ROOM CLEANING:** In instances where room cleaning has not been satisfactorily performed or any portion or portions of work omitted or improperly performed, a deduction for the entire room area will be made at the rate indicated in the Schedule of Deductions.
- 12.4.3 WORK REQUIRED DAILY OR WEEKLY:** If any work required for performance daily or scheduled for performance weekly is omitted or unsatisfactorily performed, the attention of the service provider's designated representative will be called to this failure or omission and a deduction will be made from any monies due or to become due to the service provider. Costs to be deducted under this paragraph will be determined by using item unit costs shown in the Schedule of Deductions.
- 12.4.4 WORK INTERVALS FOR MONTHLY OR LESS FREQUENT:** In the case of failure by the service provider to comply with the frequency for those items scheduled for performance monthly or less frequently, the attention of the service provider will be called to this failure or omission and they will be requested in writing by the facility's designated responsible charge person to perform the omitted operation. If the service provider does not comply with the request within such time as deemed to be reasonable, the work will be performed by other means, and the cost thereof will be deducted from any money due or to become due the service provider. Costs to be deducted under this paragraph will be determined by using the unit costs shown in the Schedule of Deductions.
- 12.4.5 WORK INTERVALS FOR YEARLY OR OTHER FREQUENCIES:** Any other omitted or unsatisfactory work not specifically listed above or which does not clearly fall into one of the above categories, will be deducted at the hourly rate indicated on the Schedule of Deductions and multiplied by the hours required to perform the omitted or unsatisfactory work.

12.4.6 SCHEDULE OF DEDUCTIONS:

AREA	DEDUCTION
Room Cleaning	\$.20 Per 100 Square Feet
Restrooms	\$ 5.00 Per Room
Entrances, Lobbies, Corridors, Stairways, Break and Lounge Areas	\$.20 Per 100 Square Feet
Janitorial Closet	\$ 1.00 Per Room
Un-emptied Wastebaskets	\$.10 Each
Carpet Not Vacuumed	\$.10 Per 100 Square Feet
Elevator	\$ 3.00 Each
Exterior Entrances, stairwells, steps and courtyard	\$ 2.00 Each
Window Treatments	\$.20 Per Set
Window Sills	\$.05 Each
Furniture Not Moved For Vacuuming	\$.10 Each
Floor Mopping and Scrubbing	\$.20 Per 100 Square Feet
Floor Stripping, Refinishing and buffing	\$.20 Per 100 Square Feet
Water Fountains	\$.20 Each
Baseboards	\$.02 Per Foot

13. SERVICE PROVIDER QUALITY CONTROL PROGRAM

The service provider, upon award of contract, shall establish a complete Quality Control Program (QCP) to assure the requirements of the Contract are met as specified. A draft QCP shall be submitted for review and approval prior to start of Contract. The QCP shall be a system for identifying and correcting deficiencies in the quality of services before the level of performance becomes unacceptable and/or the facility's designated responsible charge person points out the deficiencies. The program shall include, but not limited to the following:

13.1 An inspection system which is tailored to the specific facility and which covers all services stated in the facility's Area Cleaning Interval Requirements. The service provider shall devise a checklist for use during the performance of the work. The checklist shall be signed and dated to indicate the time inspection was completed. It is not permissible for the person who performs the work to inspect and accept that work. The service provider and supervisors who will complete inspections should be identified by title and type of inspection each is authorized to perform.

13.2 A file of all inspections conducted by the service provider and the corrective action taken shall be maintained and made available to the City, upon request, during the term of the Contract.

14. INSURANCE, BONDING, AND MISCELLANEOUS

14.1 The service provider, upon award, must show proof of insurance and bonding to include the following:

14.1.1 Worker’s Compensation Insurance: As mandated by Nebraska State Statues.

14.1.2 Comprehensive (commercial) General Liability: Coverage limits not less than \$1,000,000 per occurrence and \$2,000,000 general aggregate.

14.1.3 Comprehensive Automobile Liability Insurance: Coverage limits not less than \$500,000 combined single limit.

14.1.4 Janitorial Service Bond: \$10,000 per employee

The City of Alliance shall be named as additional insured on all policies of insurance, with the exception of the Worker’s Compensation policy of insurance – No Exceptions. A certificate showing insurance coverage current during all times this contract is in effect shall be provided.

14.2 All service providers must have an acceptable “Drug-Free Workplace Policy” on file with the City or submit one prior to execution of an agreement.

14.3 The City of Alliance, Nebraska has established a goal to clean and maintain facilities with chemicals and equipment, which are more in line with the Green Seal Environmental Standards. As part of a contract award, service providers are asked to work closely with the City to develop and test products and equipment that can be systematically implemented into the janitorial service requirements of each facility.

Since improvements in the “green” technology are still emerging, the City and service provider shall implement the use of Green Seal products and equipment as they become more available – most notably in the areas of disinfectants, wax strippers, floor finishes, and acid bowl cleaners.

14.4 The City will not hold a Pre-Bid Conference. Interested bidders are strongly encouraged to visit the Knight Museum & Sandhills Center, 908 Yellowstone, and conduct all necessary investigations for which a bid will be submitted. Bidder investigations will only take place during a facility’s normal operational hours.

END OF STATEMENT OF WORK AND MINIMUM STANDARDS

KNIGHT MUSEUM AND SANDHILLS CENTER

AREA CLEANING INTERVAL REQUIREMENTS

The following cleaning intervals have been set for the Knight Museum and Sandhills Center. These intervals are subject to change as cleaning requirements change. Before any change in interval is made, the service provider, facility's designated responsible charge person and any other City personnel required will meet and discuss the changes. Modifications to the contract will be negotiated at that time. Refer to Cleaning Intervals / Definitions and Minimum Cleaning Standards for clear definitions of each category.

Note: Due to an expected reduction in visitors during the off-season months of October through April, cleaning intervals will be reduced at the Knight Museum and Sandhills Center.

May 1 through Labor Day

1. WORK TO BE PERFORMED THREE WEEKLY:

- Front Entrance and Reception Area & Lobby
- Hallways and Corridors
- All Restrooms
- Exhibit Area and Theater
- Sales Room

2. AREAS TO BE PERFORMED TWO-WEEKLY:

- Entry way wood floors
- Heritage Room
- Sitting Room
- Conference Room

3. AREAS TO BE PERFORMED WEEKLY:

- Staff Offices
- Janitor Closet
- Windowsills
- Elevator
- Basement Hallway
- Spot clean walls and partitions, doors, windows

5. AREAS TO BE PERFORMED MONTHLY

- Kitchen Floor swept and mopped
- Baseboards and Trim
- Vacuum Basement Conference room

5. AREAS TO BE PERFORMED FOUR-YEARLY:

- Window Treatments
- Heating and Cooling Vents

6. AREAS TO BE PERFORMED AS NEEDED:

- Waste Baskets
- Light Fixtures

Labor Day through April 30

1. **WORK TO BE PERFORMED TWO-WEEKLY:**
 - Front Entrance Wood Floor & Carpet
 - All Restrooms

2. **WORK TO BE PERFORMED WEEKLY:**
 - Reception Area & Lobby
 - Hallways and Corridors
 - Spot clean walls, partitions, doors & windows
 - Exhibit Area and Theater
 - Sales Room

3. **AREAS TO BE PERFORMED TWO-MONTHLY:**
 - Heritage Room
 - Sitting Room
 - Conference Room

4. **AREAS TO BE PERFORMED MONTHLY:**
 - Staff Offices
 - Entrance area windows and doors
 - Vacuum basement conference room
 - Janitor Closet
 - Windowsills
 - Elevator
 - Baseboards and Trim
 - Entrance Area Windows
 - Kitchen Floor

5. **AREAS TO BE PERFORMED FOUR-YEARLY:**
 - Window Treatments
 - Heating and Cooling Vents

6. **AREAS TO BE PERFORMED TWO YEARLY:**
 - Conference Room Chairs

7. **AREAS TO BE PERFORMED AS NEEDED:**
 - Light Fixtures
 - Waste Baskets

**END OF KNIGHT MUSEUM AND SANDHILLS CENTER
AREA CLEANING INTERVAL REQUIREMENTS**

BID FORM
KNIGHT MUSEUM AND SANDHILLS CENTER

Total Bid – One Year:

\$

Total Bid Written in Words: _____

“I/We offer to provide to the City of Alliance, Nebraska, the required janitorial services at the price stated, in accordance with the terms and conditions contained herein and the offer is guaranteed firm for sixty (60) days.”

Signature Printed Name and Title

Company Name	_____		
Address	_____		
City	State	Zip	_____
Telephone	Fax	_____	
Email	_____		
Date	_____		

Bid Submittal Reminder Check List

- ___ Statement of Qualifications – enclosed as an attachment
- ___ Staffing Chart – One per facility – enclosed as an attachment

RESOLUTION NO. 23-109

WHEREAS, Annually the City of Alliance enters into an Agreement with the State of Nebraska Department of Transportation (Roads) defining the maintenance responsibilities of the City and the Department of Transportation for State highways within the city limits; and

WHEREAS, The Agreement provides for the division of duties for maintenance and upkeep, and provides for a lane mile reimbursement from the State for certain duties performed by the City, and establishes the number of lane miles eligible for such reimbursement; and

WHEREAS, City staff has examined the Agreement, known as Maintenance Agreement No. 3, which was originally entered into with the Nebraska Department of Roads in January of 1990, and was updated in March, 2017; and

WHEREAS, City staff has verified that there exists 11.42 lane miles in the City of Alliance that are eligible for reimbursement at the rate of \$2,100.00 by the State of Nebraska. The City is required to reimburse the State for 6.14 lane miles at \$665.00. Therefore, the reimbursement from the State of Nebraska to the City of Alliance will be Nineteen Thousand Eight Hundred Ninety-eight and 90/100ths Dollars (\$19,898.90).

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Alliance, Nebraska, that the Agreement with the effective date of January 1, 2023, is hereby approved for the calendar year 2023.

BE IT FURTHER RESOLVED, that the Mayor is authorized to execute the Agreement for the calendar year 2023, for and on behalf of the City of Alliance.

PASSED AND APPROVED this 5th day of December, 2023.

Earl Jones, Mayor

(SEAL)

Attest: _____
Shelbi C. Pitt, City Clerk

Approved as to Form and Legality:

Simmons Olsen Law Office, Legal Counsel

CERTIFICATE OF COMPLIANCE

Maintenance Agreement No. 3 QE 2232 Supp 1
Maintenance Agreement between the Nebraska Department of Transportation and the
Municipality of Alliance
Municipal Extensions in Alliance

We hereby certify that all roadway snow removal and surface maintenance has been accomplished as per terms of the Maintenance Agreement specified above.

As per Section 8d of the Agreement, we are submitting this certificate to District Engineer Doug Hoevet, Department of Transportation, Gering, Nebraska.

ATTEST: _____ day of _____, 2024.

City Clerk

Mayor/Designee

I hereby certify that all roadway snow removal and surface maintenance was performed as per the above listed agreement and payment for the same should be made.

District Engineer, Department of Transportation

For Office Use Only

Agreement No.:	_____
Pay/Bill Code:	_____
Contractor No.:	_____
Amount:	\$ _____



AGREEMENT RENEWAL

Maintenance Agreement No. 3
Maintenance Agreement between the Nebraska Department of Transportation and the
Municipality of Alliance
Municipal Extensions in Alliance

We hereby agree that Maintenance Agreement No. 3 described above be renewed for the period January 1, 2024 to December 31, 2024.

All figures, terms and exhibits to remain in effect as per the original agreement dated 1/1/2022, with Attachments B and C attached hereto.

In witness whereof, the parties hereto have caused these presents to be executed by their proper officials thereunto duly authorized as of the dates indicated below.

Executed by the City this _____ day of _____, 2023.

ATTEST: City of _____ Alliance _____

City Clerk/Witness *Mayor/Designee*

Executed by the State this _____ day of _____, 2023.

ATTEST: State of Nebraska

District Engineer, Department of Transportation

MAINTENANCE OPERATION AND RESPONSIBILITY
 Municipal extensions and connecting links
(Streets Designated Part of the State Highway System excluding Freeways)

Maintenance Responsibility
 Neb. Rev. Stat. § 39-2105

<u>Maintenance Operation</u> Neb. Rev. Stat. § 39-1339	Metropolitan Cities (Omaha)	Primary Cities (Lincoln)	1 st Class Cities	2 nd Class Cities & Villages
Surface maintenance of the traveled way equivalent to the design of the rural highway leading into municipality.	Department	Department	Department	Department
Surface maintenance of the roadway exceeding the design of the rural highway leading into the municipality including shoulders and auxiliary lanes.	City	City	City	City & Village
Surface maintenance on parking lanes.	City	City	City	Department
Maintenance of roadway appurtenances <i>(including, but not limited to, sidewalks, storm sewers, guardrails, handrails, steps, curb or grate inlets, driveways, fire plugs, or retaining walls)</i>	City	City	City	City & Village
Mowing of the right-of-way, right-of-way maintenance and snow removal.	City	City	City	City & Village
Bridges from abutment to abutment, except appurtenances.	Department	Department	Department	Department

Maintenance Responsibility
 Neb. Rev. Stat. § 60-6, 120 & § 60-6, 121

<u>Maintenance Operation</u> Neb. Rev. Stat. § 39-1339	Metropolitan Cities (Omaha)	Primary Cities (Lincoln)	1 st Class Cities > 40,000	1 st Class Cities < 40,000	2 nd Class Cities
Pavement markings limited to lane lines, centerline, No passing lines, and edge lines on all connecting links except state maintained freeways	City	City	City	Department	Department
Miscellaneous pavement marking, including angle and parallel parking lanes, pedestrian crosswalks, school crossings, etc.	City	City	City	City	City & Village
Maintenance and associated power costs of traffic signals and roadway lighting as referred to in original project agreement.					
Procurement, installation and maintenance of guide and route marker signs	City	City	City	Department	Department
Procurement, installation and maintenance of regulatory and warning signs.	City	City	City	Department	Department



Good Life. Great Journey.

DEPARTMENT OF TRANSPORTATION

City Maintenance Agreement

Attachment B

City of: Alliance

Date: 1/1/24

Surface Maintenance

From Attachment "C", it is determined that the State's responsibility for surface maintenance within the City limits is 17.56 lane miles. Pursuant to Sections 1c, 8b, 8d of the Agreement and to Attachment "C" made part of this Agreement through reference, the State agrees to pay to the City the sum of \$2,100.00 per lane mile for performing the surface maintenance on those lanes listed on Attachment "C".

Amount due the City for surface maintenance:

$$11.42 \text{ lane miles} \times \$2,100.00 \text{ per lane mile} = \$23,982.00.$$

Snow Removal

From Attachment "A", it is determined that snow removal within City limits is the responsibility of the City. Pursuant to Section 8d of the Agreement and to Attachment "C" made a part of this Agreement through reference, the City agrees to pay to the State the sum of \$665.00 per lane mile for performing snow removal on those lanes listed on Attachment "C".

Amount due the State for snow removal:

$$6.14 \text{ lane miles} \times \$665.00 \text{ per lane mile} = \$4,083.10$$

Other (*Explain*)

NDOT owes the City \$23,982.00 for maintenance on highways within the City Limits. This does not include maintenance money for any of Hwy 385.

The City of Alliance owes NDOT for snow removal on the segments of Hwy 385 that are within the City limits. That comes to \$4083.10 that the City owes the state.

$$\$23,982.00 - \$4,083.10 = \$19,898.90 \text{ Due to the City}$$

Attachment "C"

CITY OF ALLIANCE

STATE OF NEBRASKA
DEPARTMENT OF ROADS

RESPONSIBILITY FOR SURFACE MAINTENANCE
OF MUNICIPAL EXTENSIONS

NEB. REV. STAT. 39-1339
and NEB. REV. STAT. 39-2101

DESCRIPTION	HWY. NO.	REF FROM	POST TO	LENGTH IN MILES	WIDTH OF STREET	TOTAL DRIVING LANES	TOTAL LANE MILES	RESPONSIBILITY STATE	CITY
HWY 385 ENTER SOUTH CITY LIMITS TO JCT 2/385	385	108.40	109.00	.60	80'	4	2.40	2.40	
HWY 385 JCT 2/385 TO NORTH OF 10 TH ST.	385	109.00	109.50	.50	40'	2	1.00	1.00	
HWY 385, S. OF NANCE RD. TO MADISON RD.	385	110.33	111.70	1.37	40'	2	2.74	2.74	
JCT 2/385 TO JCT 2/87	2	85.30	87.36	2.06	70'	4	8.24	8.24	
JCT 2/87 TO WEST SIDE OF VIADUCT	2	87.36	87.45	.09	40'	2	.18	.18	
SE SIDE OF VIADUCT TO EAST CITY LIMITS - CR 58	2	87.82	88.52	.70	40'	2	1.40	1.40	
FROM JCT 2 & 87 TO NORTH CITY LIMITS	87	0.00	.80	.80	30'- 40'	2	1.60	1.60	
TOTAL LANE MILES				6.12			17.56	17.56	

**THE CITY IS RESPONSIBLE FOR SNOW REMOVAL ON ALL AREAS LISTED ABOVE
BY STATUTES 39-1302 and 39-1339**

**City of Alliance
Citizen Incident Report**

All tort claims under the Political Subdivisions Tort Claims Act and sections 16-727, 16-728, 23-175, 39-809, and 79- 610 shall be filed with the City Clerk Office, whose duty it is to maintain the official records of the political subdivision, or the governing body of a political subdivision may provide that such claims may be filed with the duly constituted law department of such subdivision. It shall be the duty of the official with whom the claim is filed to present the claim to the governing body. All such claims shall be in writing and shall set forth the time and place of the occurrence giving rise to the claim and such other facts pertinent to the claim as are known to the claimant.

Today's Date: 11/21/23

Date and Location of Incident: 11/8/23 120 W 25th St

Claimant Name: Greg Pickett P.in Phone: _____

Address: _____ City: Alliance State/Zip: NE 69301

Narrative (explain what happened): had taken my daughter's dog out around 10pm walked north of the building past the playground and by some trees. Took a step and fall into a hole about 6-8 inches deep. Had shoulder surgery 10/21 will have the same on my left now

Police Responded: _____ Yes No Witnesses: _____ Yes No

Name and Phone No. of Witness: _____

If Known - City Department Involved Sewer

Employee Name: _____ Supervisor: _____

Signature of Claimant: [Signature] Date: 11/21/23

CITY USE ONLY:

Date Received: 11-21-23 Reported By: [Signature]

Collect and Attach:
*Estimate, Police Report, Supervisor Report, Photos, Copy of Insurance and Medical Bills

SUBMIT CLAIM TO: Shelbi C. Pitt, City Clerk - City of Alliance. P O Box D, 324 Laramie Avenue, Alliance, NE 69301

Surgery was on my right shoulder
fell on to my left to not do any
damage to my right. I do wear
a sling that i will be in for another
3 months.





10:27



Greg
801-681-0761

45°
AQI 26

Search Maps  







Narrative

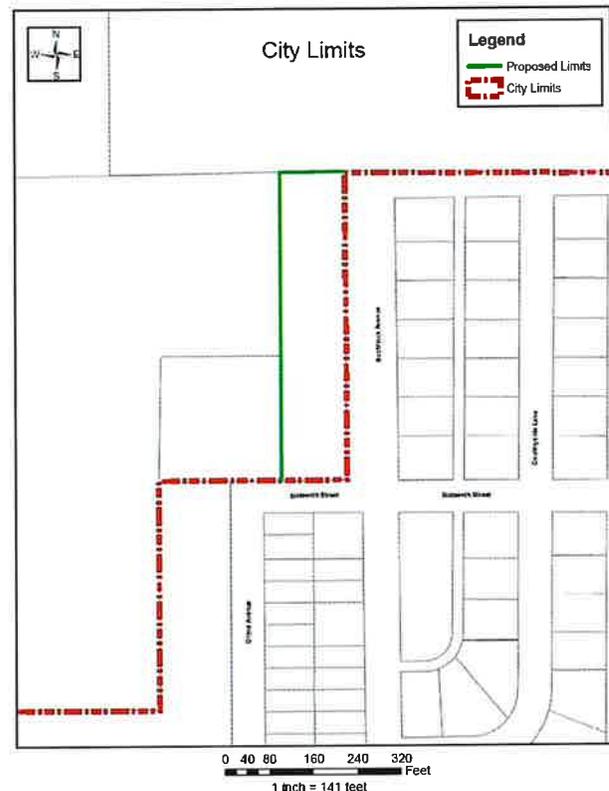
December 5, 2023



ORDINANCE – ANNEXATION OF BLOCK 1, MYRTLE SECOND ADDITION TO THE CITY OF ALLIANCE, BOX BUTTE COUNTY, NEBRASKA.

The City of Alliance is in receipt of an application for a Final Plat for the dedication of Block 1, Myrtle Second Addition to the City of Alliance, Box Butte County, Nebraska. This addition is currently located outside the Corporate City Limits of Alliance.

Properties that receive the benefits of City services including police, fire protection, water, electric, sanitary sewer, streets, snow removal, etc. should be included within the corporate limits of the City. This ensures the before mentioned benefits are paid for and maintained by the collection of taxes assessed against the property, and in the case of many businesses, a sales tax as well. Properties that receive these benefits without being included in the corporate limits are in effect subsidized by those properties that are located within City Limits.



Upon approval of the Final Plat of Block 1, Second Myrtle Addition to the City of Alliance, Box Butte County, Nebraska, a second public hearing must be held for the annexation of the subdivision. The annexation will amend the City Limit Map of the City of Alliance and include Second Myrtle Addition within the corporate limits of the City. The City is the owner of this parcel and staff recommends its annexation within City Limits.

The City of Alliance Planning Commission met at its regular meeting October 10, 2023 and found that the annexation was consistent with the goals in the Comprehensive Plan finding that the plan for the lot as single family residential was not rural in character and that future development should pay for City benefits. Future development would also place the area within the high priority criteria for annexation according to page Land Use 29 of the Plan. They voted yes on a recommendation to the Alliance City Council for the approval of the annexation of Block 1, Myrtle Second Addition to the City of Alliance, Box Butte County, Nebraska.

RECOMMENDATION: THE APPROVAL OF THE ORDINANCE ANNEXING BLOCK 1, MYRTLE SECOND ADDITION TO THE CITY OF ALLIANCE, BOX BUTTE COUNTY, NEBRASKA. AFTER FURTHER REVIEW BY THE CITY ATTORNEY, THE ANNEXATION HAS TO GO TO A THIRD READING AND CANNOT HAVE THE READING WAIVED.

ORDINANCE NO. 2969

AN ORDINANCE OF THE CITY OF ALLIANCE, NEBRASKA, ANNEXING CERTAIN PROPERTY LOCATED AT BLOCK 1, MYRTLE SECOND ADDITION TO THE CITY OF ALLIANCE, BOX BUTTE COUNTY, NEBRASKA, SITUATED IN THE SOUTH HALF OF SECTION 26, TOWNSHIP 25 NORTH, RANGE 48 WEST OF THE 6TH P.M., BOX BUTTE COUNTY, NEBRASKA, REPEALING PRIOR SECTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF ALLIANCE, NEBRASKA:

SECTION 1. The following described real estate is found and declared to be contiguous and adjacent to the corporate limits of the City of Alliance, Nebraska, to be urban or suburban in character, and not to be agricultural land which is rural in character.

A tract of land situated in the South Half of Section 26, Township 25 North, Range 48 West of the 6th P.M., Box Butte County, Nebraska, more particularly described as follows:

Block 1, Myrtle Second Addition to the City of Alliance, Box Butte County, Nebraska, situated in the South Half of Section 26, Township 25 North, Range 48 West of the 6th P.M., Box Butte County, Nebraska.
Hereinafter "Real Estate."

SECTION 2. The Real Estate is annexed to and included within the corporate limits of the City as of the effective date of this Ordinance.

SECTION 3. The inhabitants of the Real Estate shall be entitled to all rights and privileges, and subject to all laws and ordinances, rules, and regulations of the City of Alliance, Nebraska. Such inhabitants shall receive substantially the benefits of other inhabitants of lands within the City of Alliance, Nebraska as soon as practical, and adequate plans and necessary City Council action, if any, to furnish such benefits as police, fire, snow removal, and water service shall be adopted as provided in Neb. Rev. Stat. §16-120.

SECTION 4. All ordinances, parts of ordinances, resolutions, and policies of the City of Alliance in conflict with this Ordinance are repealed.

SECTION 5. This Ordinance shall be in full force and effect from and after its approval, passage, and publication according to law.

PASSED AND APPROVED this 5th day of December, 2023.

(SEAL)

Earl Jones, Mayor

Attest:

Shelbi Pitt, City Clerk

Approved as to Form and Legality:

Simmons Olsen Law Office, Legal Counsel



Building the Best Hometown in America®

City of Alliance Application for City Board

Please return your completed Application to the City Clerk's Office, 324 Laramie Avenue. Applications are kept on file for 18 months unless reactivated by you. Thank you for your interest in serving your neighbors and aiding us with "Building the Best Hometown in America."®

Name: Kelsey Turman Home/Work Number: _____

Email Address: _____ Cell phone Number: _____

Address: _____ Alliance NE 69301

Employer: Bernies

I am available to serve my community and would prefer to serve on the following Boards:

- Board of Adjustments
- Any other

Please briefly state why you would like to serve on a City Board:
To continue serving the community

Please list below any previous civic and voluntary memberships and responsibilities, and/or background and interests relating to the preferred Boards:
Continue my position on the board

Please list two personal references we may contact on your behalf:

Name: <u>Dennis Girard</u>	Name: <u>Rich Amelt</u>
Address: _____	Address: _____
Phone: _____	Phone: _____
Email: _____	Email: _____

In applying for appointment, I understand the City Council or designated Staff may make inquiries in the community pertinent to my appointment. I also understand this application does not guarantee an appointment to a City Board.

Signature: Kelsey Turman Date: 11/29/23

City of Alliance Goals

Build Excellence Through Warm Communication and Genuine Alliances * Create a Fun Place to Live, Work and Play * Construct Homes and Develop Neighborhoods * Celebrate and Relax In Our Positive and Friendly Hometown * Promote a Strong and Vibrant Community

Current Board Members and Vacancies

<u>Board</u>	<u>Name</u>	<u>Term Expires</u>
Board of Adjustment	Kelsey Turman	12/31/2023
	Vacant	12/31/2023
	Evan Mehne	12/31/2024
	Chris Mundt	12/31/2024
	Vacant	12/31/2025
Board of Health	Vacant	12/31/2025
	Seth Sorensen	12/31/2023
	Earl Jones	12/31/2023
	Vacant	12/31/2023
	Brian Mischnick	12/31/2023
City Council	Jessica Ott	12/31/2023
	Brian Mischnick	12/1/2024
	John McGhehey	12/1/2024
	Earl Jones	12/1/2026
	Mara Andersen	12/1/2026
Civil Service Commission	Tearza Mashburn	12/1/2026
	Vacant	9/30/2023
	Rocky Bell	9/30/2025
	Susan Cummings	9/30/2027
	Community Redevelopment Authority	Sean Ridgweay
Lori Mazanec		1/31/2024
Jess Wimmer		1/31/2025
Vacant		1/31/2026
Chris Mischnick		1/31/2027
EDP Application Review	Richard Robb	6/30/2023
	Vacant	6/30/2023
	Serena Bremer	6/30/2025
	Vacant	6/30/2026

	Vacant	6/30/2026
EDP Citizen Advisory	Maverick Churchill	12/31/2023
	Kody Wolf	12/31/2023
	Gary Goodell	12/31/2024
	Lori Mazanec	12/31/2024
	Tim Garwood	12/31/2024
Golf Advisory	Sue Williams	12/31/2024
	Tara Minnick (Women's Association President)	12/31/2024
	David Jensen	12/31/2024
	Michael Sautter	12/31/2024
	Michael Stevens (Men's Association President)	12/31/2025
Housing Authority	Leann Placek	12/31/2022
	Denice Clark	12/31/2023
	Victor Sanchez	12/31/2024
	Jessica Dean	12/31/2025
	Mary Ohrtman	12/31/2026
Library	Maxine Anderson	6/30/2023
	Wally Seiler	6/30/2024
	Travis O'Gorman	6/30/2024
	Donna Frisch	6/30/2026
	Aimee Otto	6/30/2026
Library (Ex-officio Members)	Vacant	6/30/2024
	Vacant	6/30/2024
Museum	Marlene Mischnick	5/31/2024
	Gail McMurtrey	5/31/2024
	Gail Burke	5/31/2025
	Terry Christensen	5/31/2025
	Nancy Pumphrey	5/31/2025
Florence Nikens	5/31/2026	
Terry Weisgerber	5/31/2026	

Sally Hansen	5/31/2027
Cheri Hopkins	5/31/2027
Howard Jensen	12/31/2023
Raymond Hielscher	12/31/2023
Wayne Davis	12/31/2024
Evan Mehne	12/31/2024
Brent Ferguson	12/31/2024
Vacant	12/31/2024
Vickie Stetson-Mattox	12/31/2025
Richard Arndt	12/31/2025
Rick Turman	12/31/2025
Robert Mischnick	2/28/2026
Lillian M. Nelson	2/28/2026
Donna McEowen	2/28/2026
Micahel Sautter	2/28/2026
Vacant	3-year

Planning Commission & Airport Zoning

Senior Facility Advisory Board

(Private Meeting)

CITY COUNCIL AGENDA REQUEST FORM

Agenda Item: _____

Proposed Agenda Date: 19 December 2023

Name of person(s) proposing item: Denise M. Yocum

Contact number of person(s) proposing item: 308-763-1186

Brief description of agenda item: Cyber investigation: Denise Lies
Release of confidential APD information.

Documentation: Formal complaint provided by
to City Manager Seth Sorenson by
Denise Yocum (mom) and (former Sgt.)
Stefan Yocum

Desired Outcome: Implement formal investigation
and/or advisement to move to
further government agency's

Approval for placement on Council Agenda: Seth A. Sorenson
City Manager

This request must be submitted to the City Clerk no later than seven (7) business days prior to the City Council meeting. Items submitted after this deadline if complete, will be scheduled for the following City Council meeting.

Denise M. Yocum
Signature of person submitting agenda item

29 Nov. 2023
Date

- cc: City Manager
- Assistant City Manager
- City Clerk
- City Attorney