

NOTICE OF A REGULAR MEETING
CITY OF ALMA, NEBRASKA

NOTICE IS HEREBY GIVEN a meeting of the City Council of the City of Alma, Nebraska, at 5:30 p.m. on WEDNESDAY, FEBRUARY 16, 2011 at the Office of the Alma City Clerk, which meeting will be open to the attendance of the public. An agenda for such meeting is kept continuously current and is available for public inspection at the Office of the City Clerk.

AGENDA
February 16, 2011

1. **MINUTES-** Council to approve Minutes of the February 2, 2011 Regular Council Meeting.
2. **PAYMENT OF CLAIMS-** Council to approve Payment of Claims for the Current Period of February 3, 2011 through February 16, 2011.
3. **TREASURER'S REPORT** – Council to review and discuss City's finances.
4. **SELECTION OF ENERGY GRANT ADMINISTRATOR-** Council to consider proposals and make selection.
5. **SPECIAL DESIGNATED LIQUOR LICENSE REQUEST (NON-PROFIT) BY DUCKS UNLIMITED-** Council to consider approval of this SDL request by Ducks Unlimited for their annual banquet being held on Saturday, March 12, 2011 at the Johnson Center.
6. **HOUSING REHABILITATION BOARD APPOINTMENT-** Council to consider appointing Audra Klotthor to fill vacancy with her term ending in December, 2012.
7. **CITY ADMINISTRATOR'S REPORT-** A report on current City issues.
8. **OPEN COMMENT PERIOD-** An opportunity for the Mayor, Council, and audience to comment on current events, activities, and issues of interest to the community.

The Mayor and City Council reserve the right to adjourn into executive session on any Agenda item pursuant Section 84-1410 of the Nebraska Revised Statutes.

Individuals who have appropriate items for City Council consideration should complete the Request for Future Agenda Items form located on the Information Board in the front Office. If the issue can be handled administratively without Council action, notification will be provided. If the item is scheduled for a meeting or study session, notification of the date will be given.

REQUEST FOR FUTURE AGENDA ITEM

If you have a specific topic that you would like the City Council to discuss at a future meeting, please list your name, address, telephone number, and the specific topic. The item will be reviewed and possibly scheduled for a future meeting, or forwarded to City staff for appropriate action.



NAME: Emily

ADDRESS: _____

TELEPHONE #: _____

DATE OF REQUEST: _____

DESCRIPTION: APPROVE 2/2/11 MINUTES

Deadline for Agenda Items is the Thursday before the Tuesday Council Meeting at 12pm.
Except for items of an emergency nature, the agenda shall not be altered later than (a) 24 hours before the scheduled meeting or (b) 48 hours before the scheduled meeting outside the corporate limits of the municipality.

OFFICE USE		
Request Forwarded to City Staff <input type="checkbox"/>	Staff Initials: _____	Date Completed: _____
Action Taken: _____		
Request Scheduled for Council Meeting <input type="checkbox"/>	Date of Meeting: _____	

MINUTE RECORD FOR CITY OF ALMA
REGULAR CITY COUNCIL MEETING
February 2, 2011

A meeting of the Mayor and City Council of the City of Alma, Nebraska was held at the Office of the City Clerk in said City on the 2nd day of February, 2011 at 5:30 o'clock p.m.

Present were: Mayor Haeker, Council Members: Craig Brown, Bill Boston, Jim Wickham, and Jon Davis. Absent was: None. Also attending were: City Administrator Steve Waring, Treasurer Carol Calkins, City Attorney Doug Walker, Candy Kuntz, Bill Hogeland, and Chuck Taylor. Clerk Anderson was absent. Notice of this meeting was given in advance by posting, a designated method for giving notice. Advance notice of this meeting was given to the Mayor and all members of the Council. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council of this meeting. All proceedings hereinafter were taken while the convened meeting was open to the attendance of the public.

Mayor Haeker advised the public of the Open Meetings Act which is posted on the north wall, and then proceeded to call the regular meeting of February 2, 2011 to order and the following business was transacted:

Roll Call: Davis, Wickham, Boston, Brown, and Mayor Haeker. Absent: None.

Motion made by Wickham seconded by Brown to determine this meeting was previously publicized, duly convened and is in open session. There being no discussion upon the motion made and upon roll call vote, the following voted yes: Boston, Wickham, Brown, and Davis. There were no votes against the motion. Motion carried.

Discussion of the January 19, 2011 Regular Meeting Minutes as written included: There was no discussion. Motion made by Boston seconded by Wickham to approve the minutes as written. There being no discussion made and upon roll call vote, the following voted yes: Wickham, Boston and Davis. Brown abstained. There were no votes against the motion. Motion carried.

Mayor opened the floor to discussion on the claims and invoices for the period of January 20, 2011 through February 2, 2011. Discussion included: There was no discussion. Motion made by Wickham seconded by Boston to approve the claims as presented. There being no discussion upon the motion made and upon roll call vote, the following voted yes: Davis, Wickham, Brown, and Boston. There were no votes against the motion. Motion carried.

Mayor opened the floor to discussion on the Treasurer's Report. Discussion included: There was no discussion. Motion made by Davis seconded by Boston to approve the Treasurer's Report as presented. There being no discussion upon the motion made and upon roll call vote, the following voted yes: Wickham, Davis, Brown, and Boston. There were no votes against the motion. Motion carried.

Mayor opened the floor to the Planning Commission Appointment. Discussion included: Ron Melbye offered to fill a vacancy on this Board. Motion made by Wickham seconded by Boston to appoint Ron Melbye to the Planning Commission with his term ending December, 2014. There being no discussion upon the motion made and upon roll call vote, the following voted yes: Wickham, Boston, Brown, and Davis. There were no votes against the motion. Motion carried.

Mayor opened the floor to the pre-application to Nebraska Department of Economic Development for owner-occupied housing rehabilitation. Discussion included: Candy Kuntz stated she has been speaking with Administrator Waring about filing a pre-application which is due by February 25, 2011. The purpose of the pre-application is to give DED an idea of what housing needs exist in the community. The final applications are due by July 31, 2011. The February newsletter includes an article on the housing rehab grant funds and asks those interested to contact the City to place their name on a list. The maximum amount awarded would be \$250,000.00 for the entire City, which is approximately

8-10 rehabilitated homes. Motion made by Wickham seconded by Boston to proceed with the pre-application to the Nebraska Department of Economic Development for the owner-occupied housing rehabilitation program. There being no discussion upon the motion made and upon roll call vote, the following voted yes: Wickham, Boston, Brown, and Davis. There were no votes against the motion. Motion carried.

Mayor opened the floor to discussion of housing issues. Discussion included: Bill Hogeland explained he has lived in Alma over 35 years and he believes there is a significant lack of housing which keeps people from moving to Alma. There are several vacant lots in town but they are small, sometimes too small to build on, and have little value. Hogeland's idea is to place modest manufactured housing for sale on these smaller lots. These smaller homes would attract retired people or young people with small families. Candy Kuntz suggested the City conduct more research on what types of homes are necessary so the homes could be catered to various populations. Councilman Davis felt a garage would need to be built in order for people to qualify for a loan to purchase the homes. There was some discussion of the availability of jobs and trying to develop more industry. Councilmen all agreed that many attempts had been made over the years to bring more industry to the City but the efforts have failed. Chuck Taylor suggested having school kids involved in shop class help repair or build homes. Councilman Davis explained the shop teachers at the school have discussed similar work-study projects but right now their classes are too short to allow much time for this. After a lengthy discussion, all agreed that much more research was necessary before any further planning could be considered. No action was taken on this item.

Mayor opened the floor to the CDBG application to Nebraska Department of Economic Development for a Housing Market Study in April, 2011. Discussion included: Candy Kuntz apologized for placing this issue on the agenda. She was not aware that Hanna:Keelan will conduct various housing studies as part of their services of updating the Comprehensive Plan. These studies will include a work force study, a general population housing study, and a 55+ study. The results of these studies will determine what housing needs exist. No action was needed on this item.

Mayor opened the floor to the CDBG application for public works funding in July, 2011. Discussion included: Candy Kuntz from Miller & Associates advised that block grant funds are available for public works projects such as streets, community buildings, water or sewer projects, etc. Applications are due in July, 2011. No action was taken on this item.

Mayor opened the floor to the engineering/architectural agreement with Miller & Associates for the City Auditorium. Discussion included: The contract submitted is an Agreement for Professional Services between Miller & Associates and the City of Alma for completion of the engineering and architectural services needed to replace the boiler system and install insulation in the City Auditorium. The contract states the City will compensate Miller & Associates in the amount of \$4,500 for these services. Motion made by Davis seconded by Wickham to approve the Agreement for Professional Services with Miller & Associates in the amount of \$4,500 for engineering and architectural services relating to the boiler system and insulation installation at the Auditorium. There being no discussion upon the motion made and upon roll call vote, the following voted yes: Wickham, Boston, Brown, and Davis. There were no votes against the motion. Motion carried.

Mayor then opened the floor to the City Administrator's Report. Administrator Waring explained the demolition of the building at 619 Main should begin after February 14, 2011. The house at 107 Everett will also be demolished during this same time by the same contractor. He submitted a Flood Plain Permit to the State for their highway project. He is still working with the insurance company on the personal injury insurance claim that was filed. He would like to visit other cities to see what they are doing for housing programs.

Mayor opened the floor to the Open Comment Period. Attorney Walker stated the property at 107 Everett is ready to be demolished in conjunction with the demolition of the masonry building at 619 Main. Walker explained he is planning a conference call with the pension attorney.

Motion made by Boston seconded by Wickham for adjournment at 6:40 p.m. There being no discussion upon the motion made and upon roll call vote, the following voted yes: Boston, Davis, Brown, and Wickham. There were no votes against the motion. Motion carried.

Hal Haeker, Mayor

Emily J. Anderson, City Clerk

REQUEST FOR FUTURE AGENDA ITEM

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Alma
is for
YOU!

NAME: CAROL

ADDRESS: _____

TELEPHONE #: _____

DATE OF REQUEST: _____

DESCRIPTION: PAYMENT OF CLAIMS (2/3/11
through 2/16/11)

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OFFICE USE

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Staff Initials: _____

Date Completed: _____

Action Taken: _____

Request Scheduled for Council Meeting

Date of Meeting: _____

City of Alma

Unpaid Claims by Fund

February 2 through February 16

	Inv Date	Date Due	Name	Memo	Account	Amount
Airport Fund						
EFT	2/1/2011	2/1/2011	Dept of Aeronautics	Hanger Loan #1863	60.2500 - Loan Principal Payment	\$ 810.00
Bill	1/27/2011	2/16/2011	Twin Valleys PPD	47270/SWNW 27-2-18 331W	20.1040 · Electric Expense	\$ 49.64
Bill	2/1/2011	2/16/2011	Frontier Communications	Telephone	20.1240 · Telephone Expense	\$ 102.75

Total Airport Fund

\$ 962.39

Community Building Fund

Bill	1/30/2011	2/16/2011	Frontier Communications	Telephone	20.1240 · Telephone Expense	\$ 28.56
Bill	2/5/2011	2/16/2011	Hogelands	cleaning supplies, paper towels, trash can liners	30.1120 · Supplies	\$ 68.70

Total Community Building Fund

\$ 97.26

Fire Protection Fund

Bill	1/30/2011	2/16/2011	Frontier Communications	Sirens	20.1240 · Telephone Expense	\$ 43.28
Bill	1/30/2011	2/16/2011	Frontier Communications	Telephone	20.1240 · Telephone Expense	\$ 28.56
Bill	1/31/2011	2/16/2011	Linweld	Tall Oxygen - Medical	40.1000 · Equipment Rental	\$ 22.19

Total Fire Protection Fund

\$ 94.03

Gas Utility Fund

Payroll	1/31/2011	2/3/2011	Payroll	Payroll	Net Pay	\$ 1,186.47
EFTPS	1/31/2011	2/3/2011	Payroll	Payroll taxes	Payroll Taxes, Pension, Ins	\$ 749.66
Bill	2/11/2011	2/16/2011	Nat'l Public Gas Agency	December gas purchased, due 1/23/10	20.1070 · Gas Purchased	\$ 63,326.27
Bill	1/28/2011	2/16/2011	Verizon	Cell phone 1022	20.1240 · Telephone Expense	\$ 126.32
Bill	1/28/2011	2/16/2011	Verizon	On call phone 1047	20.1240 · Telephone Expense	\$ 18.13
Bill	1/26/2011	2/16/2011	Bosselmans	18.091 Gal unleaded 08 Chevy	20.1060 · Fuel & Oil	\$ 52.21
Bill	2/2/2011	2/16/2011	Aramark	Uniforms	20.1270 · Uniform Expense	\$ 12.56
Bill	2/9/2011	2/16/2011	Aramark	Uniforms	20.1270 · Uniform Expense	\$ 12.56
Bill	12/22/1956	2/16/2011	CHS	27.33 gal super unleaded Gas pickup	20.1060 · Fuel & Oil	\$ 84.70
Bill	1/31/2011	2/16/2011	Linweld	1-40%Hydrogen, 60% Nitrogen	20.1200 · Repairs & Maint. Equipment	\$ 22.19
Bill	1/27/2011	2/16/2011	CitiCapital Commercial	Tool Cat S/N 111294 / Due by the 19th	60.2500 · Loan Principal Payments	\$ 204.80

EFT	1/3/2011	2/25/2011	Nebr Dept of Revenue	Sales Tax	20-1230 - Sales Tax	\$ 5,469.53
Bill	2/1/2011	2/16/2011	Great Plains One-Call Svc	2 requested locates	20.1120 · Line Maintenance	\$ 2.08

Total Gas Utility Fund

\$ 71,267.48

General Fund

Payroll	1/31/2011	2/3/2011	Payroll	Payroll	Net Pay	3480.69
EFTPS	1/31/2011	2/3/2011	Payroll	Payroll taxes	Payroll Taxes/Pension	\$ 1,755.53
Bill	2/5/2011	2/16/2011	Hogeland's	small trash can liners for office	30.1090 · Office Supplies	\$ 8.38
Bill	1/26/2011	2/16/2011	MidAmerica Administration	HRA Administration Services-4th Quarter 2010	20.1035 · Dues & Fees	\$ 10.00
Bill	2/1/2011	2/16/2011	Duncan, Duncan, Walker	Attorney Fees	20.1110 · Legal Fees	\$ 1,500.00
Bill	1/31/2011	2/16/2011	Office Solutions	Staples	30.1090 · Office Supplies	\$ 13.18
Bill	2/2/2011	2/16/2011	Aramark	Uniforms	20.1270 · Uniform Expense	\$ 12.56
Bill	2/2/2011	2/16/2011	Aramark	Uniforms	20.1270 · Uniform Expense	\$ 12.56
Bill	2/2/2011	2/16/2011	Aramark	Service charge	20.1150 · Miscellaneous Other Expense	\$ 12.00
Bill	2/9/2011	2/16/2011	Aramark	Service charge	20.1150 · Miscellaneous Other Expense	\$ 12.00
Bill	2/1/2011	2/16/2011	Pinpoint	Phone service	20.1240 · Telephone Expense	\$ 184.31
Bill	1/7/2011	2/16/2011	SCEDD	2011 County Membership Dues portion of Harlan County Du	20.1037 · Economic Development	\$ 2,500.00
Bill	2/3/2011	2/16/2011	Office Solutions	Phone cord	30.1090 · Office Supplies	\$ 14.94
Bill	1/26/2011	2/16/2011	Computer Solutions, Inc	Troubleshoot server backup system	20.1025 · Computer Services & Software	\$ 46.25
Bill	2/2/2011	2/16/2011	Republican Valley Review	Publish 12/15/10 minutes	20.1170 · Printing & Publishing	\$ 44.17
Bill	2/1/2011	2/16/2011	Republican Valley Review	Publish minutes, housing rehab notice	20.1170 · Printing & Publishing	\$ 86.78

Total General Fund

\$ 9,693.35

Golf Fund

Payroll	1/31/2011	2/3/2011	Payroll	Payroll	Net Pay	\$ 1,718.79
EFTPS	1/31/2011	2/3/2011	Payroll	Payroll taxes	Payroll Taxes/Pension	\$ 722.48
EFT	1/31/2011	2/25/2011	Nebr Dept of Revenue	Sales Tax	20-1230 - Sales Tax	\$ 1,776.56
EFT	2/1/2011	2/2/2011	H & H Distribution	Beer purchases	30.1041 · Purchases Beer	\$ 139.79
EFT	2/8/2011	2/9/2011	H & H Distribution	Beer purchases	30.1041 · Purchases Beer	\$ 125.77
EFT	2/2/2011	2/9/2022	Nebraskaland	Beer purchases	30.1041 · Purchases Beer	\$ 103.05
Bill	01/128/11	2/16/2011	Cash Wa Distribution	Tray paper, popcorn salt, sanitizer	30.1040 · Concession Supplies	\$ 94.56
Bill	1/26/2011	2/16/2011	MidAmerica Administration	HRA Administration Services-4th Quarter 2010	20.1035 · Dues & Fees	\$ 5.00
Bill	2/2/2011	2/16/2011	Hogelands	Pizza, holdog buns, smoked sausage	30.1044 · Purchases Food	\$ 25.89
Bill	2/2/2011	2/16/2011	Hogelands	Margarita salt	30.1040 · Concession Supplies	\$ 2.85
Bill	1/27/2011	2/16/2011	Van Wail Turf & Irrigation	Repairs for 8700, 1565, & 1435	20.1200 · Repairs & Maint. Equipment	\$ 459.62

Bill	2/1/2011	2/16/2011	Pinpoint	Telephone Service	20.1240 · Telephone Expense	\$ 42.97
Bill	2/2/2011	2/16/2011	Moore Heating & Air LLC	HRV at clubhouse repairs-fresh air damper motor	20.1190 · Repairs & Maint. Buildings	\$ 395.00
Bill	1/28/2011	2/16/2011	Hogelands	OJ, whole milk	30.1040 · Concession Supplies	\$ 8.90
Bill	1/29/2011	2/16/2011	Hogelands	Cleaning supplies	30.1120 · Supplies	\$ 38.66
Bill	1/20/2011	2/16/2011	Harlan County Journal	Golf Course Happy Hour	20.1170 · Printing & Publishing	\$ 36.00
Bill	1/27/2011	2/16/2011	Harlan County Journal	Golf Course Happy Hour	20.1170 · Printing & Publishing	\$ 36.00
Bill	1/27/2011	2/16/2011	Hogelands	Popcorn oil, limes, produce	30.1040 · Concession Supplies	\$ 111.72
Bill	2/1/2011	2/16/2011	CHS Agri Svc Ctr	Ice melt for club house	20.1210 · Repairs & Maint. Grounds	\$ 43.58
Bill	2/3/2011	2/16/2011	CHS Agri Svc Ctr	Repairs for ice machine in clubhouse	20.1200 · Repairs & Maint. Equipment	\$ 2.37
Bill	1/28/2011	2/16/2011	Verizon	Cell phone - Marlin 0268	Cell phone - Marlin 0268	\$ 13.89
Bill	1/31/2011	2/16/2011	Office Solutions	Trash bags	30.1120 · Supplies	\$ 121.77

Total Golf Fund

\$ 6,025.22

Library Fund

Bill	1/26/2011	2/16/2011	MidAmerica Administration	HRA Administration Services-4th Quarter 2010	20.1035 · Dues & Fees	\$ 5.00
Bill	2/7/2011	2/16/2011	Double Day Large Print	Books	30.1020 · Books	\$ 23.98
Bill	2/7/2011	2/16/2011	Quill Corporation	Office supplies	30.1090 · Office Supplies	\$ 151.96
Bill	2/7/2011	2/16/2011	Amazon	DVD, videos	30.1130 · Videos	\$ 100.94
Bill	2/7/2011	2/16/2011	Ingram	Books	30.1020 · Books	\$ 366.04
Bill	2/7/2011	2/16/2011	Capital Business Systems	Copier Service Agreement	20.1200 · Repairs & Maint. Equipment	\$ 52.00
Bill	2/7/2011	2/16/2011	NPPD	January Electric	20.1040 · Electric Expense	\$ 133.05
Bill	2/7/2011	2/16/2011	Pam Metzger	Contract Labor	10.4005 · Nonemployee Compensation	\$ 94.50

Total Library Fund

\$ 927.47

Park Fund

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Total Park Fund

\$ -

Pheasant Ridge Trail Fund

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Total Pheasant Ridge Trail Fund

\$ -

Police Protection Fund

Bill	2/8/2011	2/16/2011	Harlan County Clerk	Law Enforcement	20.1020 · Contractual Services	\$ 3,468.00
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Total Police Protection Fund

\$ 3,468.00

Recreation Fund

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Total Recreation Fund

\$ -

Shop Fund

Bill	2/2/2011	2/16/2011	Aramark	shop towels, laundry bag	30.1121 · Shop Supplies	\$ 2.32
Bill	2/1/2011	2/16/2011	Pinpoint	Phone service	20.1240 · Telephone Expense	\$ 64.14
Bill	1/31/2011	2/16/2011	CHS	Dk Gray spray paint	30.1121 · Shop Supplies	\$ 6.98
Bill	1/29/2011	2/16/2011	S & W Auto Parts	Cutwheel, wheel	30.1121 · Shop Supplies	\$ 8.54
Bill	2/9/2011	2/16/2011	Aramark	shop towels, laundry bag	30.1121 · Shop Supplies	\$ 2.32

Total Shop Fund

\$ 84.30

Solid Waste Fund

Bill	2/2/2011	2/16/2011	Republican Valley Review	Compost Ad	20.1170 · Printing & Publishing	\$ 20.00
Bill	1/20/2011	2/16/2011	Harlan County, Journal	Compost Site Hours	20.1170 · Printing & Publishing	\$ 18.00

Total Solid Waste Fund

\$ 38.00

Street Fund

Bill	2/9/2011	2/16/2011	CHS	36.02 gal clear ruby State truck	20.1060 · Fuel & Oil	\$ 134.38
Bill	2/1/2011	2/16/2011	CHS	Fuel for GMC Plow	20.1060 · Fuel & Oil	\$ 128.00
Bill	2/2/2011	2/16/2011	S & W Auto Parts	Air brake antifreeze - State truck	20.1200 · Repairs & Maint. Equipment	\$ 9.48
Bill	1/24/2011	2/16/2011	Nebraska Department of Road	Maintenance agreement-snow removal	20.1225 · Repairs & Maint. Streets	\$ 1,050.00
Bill	1/25/2011	2/16/2011	NPPD	Christmas lights - final	20.1040 · Electric Expense	\$ 310.90
Bill/Wire	1/28/2011	3/1/2011	JP Morgan Chase Bank, New	St Improve Bond Anticipation Note Interest	60.3000 · Loan Interest Payments	\$ 1,612.50
Bill	1/3/2011	2/16/2011	Bosselmanns	39.39 Gal Diesel - Loader JD	20.1060 · Fuel & Oil	\$ 119.20
Bill	1/26/2011	2/16/2011	MidAmerica Administration	HRA Administration Services-4th Quarter 2010	20.1035 · Dues & Fees	\$ 5.00
Bill	1/27/2011	2/16/2011	CitiCapital Commercial	Tool Cat S/N 111294 / Due by the 19th	60.2500 · Loan Principal Payments	\$ 204.82

Total Street Fund

\$ 3,574.28

Wastewater Fund

Payroll	1/31/2011	2/3/2011	Payroll	Payroll	Net Pay	\$	1,087.62
EFTPS	1/31/2011	2/3/2011	Payroll	Payroll taxes	Payroll Taxes/Pension	\$	484.74
EFT	1/31/2011	2/25/2011	Nebr Dept of Revenue	Sales Tax	20-1230 - Sales Tax	\$	353.20
Bill	2/2/2011	2/16/2011	Aramark	Uniforms	20.1270 · Uniform Expense	\$	12.56
Bill	2/9/2011	2/16/2011	Aramark	Uniforms	20.1270 · Uniform Expense	\$	12.56
Bill	1/31/2011	2/16/2011	NWOD	1 year membership for W Lingg and T Dunse @ \$10.00 ea	20.1035 · Dues & Fees	\$	20.00

Total Wastewater Fund**\$ 1,970.68****Water Utility Fund**

Payroll	1/31/2011	2/3/2011	Payroll	Payroll	Net Pay	\$	2,204.06
EFTPS	1/31/2011	2/3/2011	Payroll	Payroll taxes	Payroll Taxes/Pension	\$	1,326.47
EFT	1/31/2011	2/25/2011	Nebr Dept of Revenue	Sales Tax	20-1230 - Sales Tax	\$	564.46
Bill	1/27/2011	2/16/2011	Twin Valleys PPD	0069010/SWSW 2-2-18 259W	20.1040 · Electric Expense	\$	448.96
EFT	1/27/2011	2/16/2011	Twin Valleys PPD	69000/Sw 2-2-28 410W	20.1040 · Electric Expense	\$	208.61
Bill	2/1/2011	2/16/2011	Great Plains One-Call Svc	2 requested locates	20.1120 · Line Maintenance	\$	2.08
Bill	1/20/2011	2/16/2011	CHS	Tires for Chevy 1500 truck	20.1200 · Repairs & Maint. Equipment	\$	276.00
Bill	2/8/2011	2/16/2011	CHS	Heater for Well house #5	30.1120 · Supplies	\$	56.99
Bill	2/9/2011	2/16/2011	CHS	Clamps Chlor house	20.1200 · Repairs & Maint. Equipment	\$	2.67
Bill	1/26/2011	2/16/2011	MidAmerica Administration	HRA Administration Services-4th Quarter 2010	20.1035 · Dues & Fees	\$	5.00
Bill	2/2/2011	2/16/2011	Aramark	Uniforms	20.1270 · Uniform Expense	\$	18.84
Bill	2/9/2011	2/16/2011	Aramark	Uniforms	20.1270 · Uniform Expense	\$	18.84
Bill	2/1/2011	2/16/2011	Short Stop	22.184 gal fuel Water dept PU	20.1060 · Fuel & Oil	\$	68.75
Bill	1/27/2011	2/16/2011	CitiCapital Commercial	Tool Cat S/N 111294 / Due by the 18th	60.2500 · Loan Principal Payments	\$	204.80
Bill	2/2/2011	2/16/2011	S & W Auto Parts	Oil filter, oil water dept pickup	20.1060 · Fuel & Oil	\$	21.57
Bill	1/31/2011	2/16/2011	Milco Enviro Svc, Inc	Engineering, technician , equipment - fluoride system	50.1300 · Cap Outlay - Equip & fixtures	\$	11,446.65

Total Water Utility Fund**\$ 16,874.75****Pool Fund**

Bill	2/1/2011	2/16/2011	Pinpoint	Phone service	20.1240 · Telephone Expense	\$	41.51
Bill	1/27/2011	2/16/2011	Harlan County Journal	Swim Team Coach/Pool mgr Ad	20.1170 · Printing & Publishing	\$	25.80

Total Pool Fund**\$ 67.31****RV Park Fund**

Bill	2/1/2011	2/16/2011	Pinpoint	Phone service	20.1240 Telephone Expense	\$ 45.76
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Total RV Park Fund

\$ 45.76

Total Claims	\$ 115,190.28
Less: Pd by EFT, ACH, Debit	\$ 9,342.36
Library checks paid	\$ 922.47
Payroll	\$ 14,716.51
TOTAL UNPAID	\$ 90,208.94

APPROVAL FOR PAYMENT OF CLAIMS:

Date: February 16, 2011

Mayor Hal Haeker

Councilman Jon Davis

Councilman Jim Wickham

Councilman Craig Brown

Councilman Bill Boston

REQUEST FOR FUTURE AGENDA ITEM

If you have a specific topic that you would like the City Council to discuss at a future meeting, please list your name, address, telephone number, and the specific topic. The item will be reviewed and possibly scheduled for a future meeting, or forwarded to City staff for appropriate action.

Alma!
is for
YOU!

NAME: CAROL

ADDRESS: _____

TELEPHONE #: _____

DATE OF REQUEST: _____

DESCRIPTION: TREASURER'S REPORT

Deadline for Agenda Items is the Thursday before the Tuesday Council Meeting at 12pm.
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OFFICE USE

Request Forwarded to City Staff

Staff Initials: _____

Date Completed: _____

Action Taken: _____

Request Scheduled for Council Meeting

Date of Meeting: _____

City of Alma
 Monthly Treasurer Report
 January 31, 2011

Fund Description	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)
	Checking Beginning Balance 12/31/2010	Money Market Balance 12/31/2010	Cert of Deposit Beginning Balance 12/31/2010	Due From (Due To) Balance 12/31/2010	Total Beginning Balance 12/31/2010	Total Deposits January-11	Transfers In (Transfers Out) January-11	Total Disbursements January-11	Total Ending Balance 1/31/2011	Total Ending Balance 1/31/2011	Total Ending Balance 1/31/2011	Total Ending Balance 1/31/2011	Total Ending Balance 1/31/2011
General	\$ (83,777.70)	\$ -	\$ 268,000.00	\$ -	\$ 184,222.30	\$ 27,824.84	\$ (1,916.67)	\$ 24,907.67	\$ 165,509.18	\$ (62,490.82)	\$ -	\$ 268,000.00	\$ -
Fire Protection	\$ (23,376.80)	\$ -	\$ -	\$ -	\$ (23,376.80)	\$ -	\$ -	\$ 2,810.59	\$ (23,187.39)	\$ (23,187.39)	\$ -	\$ -	\$ -
Fire-Pension	\$ -	\$ 28,946.62	\$ -	\$ -	\$ 28,946.62	\$ 6.18	\$ 250.00	\$ -	\$ 29,202.80	\$ -	\$ 29,202.80	\$ -	\$ -
Electrical Fund	\$ 44,951.49	\$ -	\$ -	\$ -	\$ 44,951.49	\$ -	\$ -	\$ -	\$ 44,951.49	\$ 44,951.49	\$ -	\$ -	\$ -
Police	\$ (2,404.00)	\$ -	\$ -	\$ -	\$ (2,404.00)	\$ -	\$ -	\$ 3,468.00	\$ (5,872.00)	\$ (5,872.00)	\$ -	\$ -	\$ -
Community Buildings	\$ (789.26)	\$ -	\$ -	\$ -	\$ (789.26)	\$ 150.00	\$ -	\$ 2,974.05	\$ (3,813.31)	\$ (3,813.31)	\$ -	\$ -	\$ -
Park	\$ 1,764.27	\$ -	\$ -	\$ -	\$ 1,764.27	\$ -	\$ -	\$ 446.48	\$ 1,317.79	\$ 1,317.79	\$ -	\$ -	\$ -
Pool	\$ 81.21	\$ -	\$ -	\$ -	\$ 81.21	\$ -	\$ -	\$ 3,183.01	\$ (3,121.80)	\$ (3,121.80)	\$ -	\$ -	\$ -
Recreation	\$ 878.36	\$ -	\$ -	\$ -	\$ 878.36	\$ -	\$ -	\$ 448.92	\$ 429.44	\$ 429.44	\$ -	\$ -	\$ -
Shop	\$ 1,299.80	\$ -	\$ -	\$ -	\$ 1,299.80	\$ -	\$ -	\$ 1,208.64	\$ 31.16	\$ 31.16	\$ -	\$ -	\$ -
Street	\$ 430,781.88	\$ -	\$ 170,000.00	\$ -	\$ 600,781.88	\$ 25,710.14	\$ -	\$ 329,597.89	\$ 297,094.13	\$ 127,094.13	\$ 170,000.00	\$ -	\$ -
Library	\$ (1,074.76)	\$ -	\$ -	\$ -	\$ (1,074.76)	\$ 20,122.84	\$ -	\$ 5,374.30	\$ 15,873.78	\$ 15,873.78	\$ -	\$ -	\$ -
Hospital Bond Sinking Fund	\$ -	\$ 36,887.88	\$ 50,376.26	\$ -	\$ 87,264.14	\$ 7.87	\$ 1,666.67	\$ -	\$ 87,838.78	\$ -	\$ 37,562.52	\$ 50,376.26	\$ -
Trail Project	\$ 39.78	\$ -	\$ -	\$ -	\$ 39.78	\$ -	\$ -	\$ 174.30	\$ -	\$ (134.52)	\$ -	\$ -	\$ -
Housing Rehab	\$ 7,281.44	\$ -	\$ -	\$ -	\$ 7,281.44	\$ 100.93	\$ -	\$ 7,382.37	\$ 7,382.37	\$ 7,382.37	\$ -	\$ -	\$ -
Airport	\$ (1,660.63)	\$ -	\$ 5,000.00	\$ -	\$ 3,419.37	\$ 801.86	\$ -	\$ 1,938.48	\$ 2,282.75	\$ (2,717.25)	\$ 5,000.00	\$ -	\$ -
Gas	\$ 227,963.52	\$ -	\$ 110,000.00	\$ 13,352.00	\$ 350,715.52	\$ 77,939.18	\$ -	\$ 106,428.00	\$ 322,224.80	\$ 198,872.80	\$ 110,000.00	\$ 13,352.00	\$ -
Water	\$ 17,186.81	\$ -	\$ 40,000.00	\$ -	\$ 57,186.81	\$ 9,186.53	\$ -	\$ 17,514.19	\$ 48,862.15	\$ 8,862.15	\$ 40,000.00	\$ -	\$ -
Wastewater	\$ 31,584.39	\$ -	\$ 7,000.00	\$ -	\$ 38,584.39	\$ 6,703.38	\$ -	\$ 5,289.23	\$ 39,998.54	\$ 32,998.54	\$ 7,000.00	\$ -	\$ -
Solid Waste	\$ 10,270.30	\$ -	\$ -	\$ (13,352.00)	\$ (3,081.70)	\$ 11,538.06	\$ -	\$ 12,418.29	\$ (3,964.03)	\$ 9,387.67	\$ -	\$ (13,352.00)	\$ -
Golf	\$ 877.88	\$ -	\$ -	\$ -	\$ 877.88	\$ 33,203.76	\$ -	\$ 12,327.89	\$ 21,754.05	\$ 21,754.05	\$ -	\$ -	\$ -
RV Park	\$ 49,590.00	\$ -	\$ -	\$ -	\$ 49,590.00	\$ -	\$ -	\$ 1,228.51	\$ 48,363.49	\$ 48,363.49	\$ -	\$ -	\$ -
Municipal Pool Sinking Fund CD	\$ -	\$ -	\$ 44,831.93	\$ -	\$ 44,831.93	\$ 190.12	\$ -	\$ -	\$ 44,822.05	\$ -	\$ 44,822.05	\$ -	\$ -
Totals	\$ 730,828.06	\$ 64,834.80	\$ 885,008.19	\$ -	\$ 1,480,770.87	\$ 213,487.39	\$ -	\$ 531,312.58	\$ 1,162,845.70	\$ 410,982.07	\$ 86,786.32	\$ 885,198.31	\$ -

General Fund & Golf Fund \$ 403,599.70

Bank Account Description	Bank Account Number	(1)		(2)		(3)		(1+2-3)	
		Balance 12/31/2010	Deposits	Deposits	Disbursements	Disbursements	Balance 1/31/2011		
General Checking	55600410	\$ 709,336.65	\$ 179,978.53	\$ (1,916.67)	\$ 516,799.99	\$ 370,598.52			
Money Market Acct	55600424	\$ 28,946.62	\$ 6.18	\$ 250.00	\$ -	\$ 29,202.80			
Golf Club Bar	153957	\$ 6,623.65	\$ 33,203.76	\$ -	\$ 11,845.36	\$ 27,982.05			
Housing Rehab	58264110	\$ 7,281.44	\$ 100.93	\$ -	\$ -	\$ 7,382.37			
Hospital Sink Fund Mny Mkt	37665320	\$ 35,887.98	\$ 7.87	\$ 1,666.67	\$ -	\$ 37,562.52			
Credit Card Account	58513010	\$ 5,953.97	\$ -	\$ -	\$ 117.19	\$ 5,836.78			
Certificate of Deposit	49329	2.35	25 Month	2/11/2012	\$ 100,000.00	\$ -	\$ 100,000.00		
Certificate of Deposit	9146	1.69	18 month	4/23/2012	\$ 100,000.00	\$ -	\$ 100,000.00		
Certificate of Deposit	8979	3.70	27 month	1/8/2011	\$ 50,000.00	\$ -	\$ 50,000.00		
Certificate of Deposit	15431	1.90	12 month	4/5/2011	\$ 100,000.00	\$ -	\$ 100,000.00		
Certificate of Deposit	15432	1.60	12 month	4/5/2011	\$ 40,000.00	\$ -	\$ 40,000.00		
Certificate of Deposit	15069	1.50	18 month	5/5/2012	\$ 50,000.00	\$ -	\$ 50,000.00		
Certificate of Deposit	15070	2.40	24 month	4/5/2012	\$ 50,000.00	\$ -	\$ 50,000.00		
Certificate of Deposit	16035	1.60	18 month	7/27/2011	\$ 44,631.93	\$ 190.12	\$ 44,822.05		
Certificate of Deposit	15970	2.48	24 month	7/10/2011	\$ 100,000.00	\$ -	\$ 100,000.00		
Certificate of Deposit	49437	1.50	13 month	7/1/2011	\$ 50,376.26	\$ -	\$ 50,376.26		
					\$ 1,479,038.50	\$ 213,487.39	\$ -	\$ 528,762.54	\$ 1,163,763.35

General, Golf, & CC Accounts \$ 404,417.35

City of Alma
 Year to Date Treasurer Report
 January 31, 2011

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)
Checking	Money	Cert of Deposit	Due From	Total	Total	Transfers In	Total	Total	Checking	Money Market	Cert of Deposit	Due From

Fund Description	Beginning	Market	Beginning	(Due To)	Beginning	Disposls	Transfers (Out)	Disbursements	Ending	Ending	Ending	Ending	(Due To)
	Balance 10/1/2010	Balance 10/1/2010	Balance 10/1/2010	Balance 10/1/2010	Balance 10/1/2010	YTD January-11	YTD January-11	YTD January-11	Balance 10/31/2011	Balance 1/31/2011	Balance 1/31/2011	Balance 1/31/2011	Balance 1/31/2011
General	\$ (41,855.83)	\$ -	\$ 258,000.00	\$ -	\$ 216,444.17	\$ 88,110.73	\$ (6,668.68)	\$ 102,379.04	\$ 195,506.18	\$ (62,490.82)	\$ -	\$ 258,000.00	\$ -
Fire Protection	\$ (18,826.06)	\$ -	\$ -	\$ -	\$ (18,826.06)	\$ -	\$ -	\$ 7,361.33	\$ (26,187.39)	\$ (26,187.39)	\$ -	\$ -	\$ -
Fire-Pension	\$ -	\$ 28,174.86	\$ -	\$ -	\$ 28,174.86	\$ 27.94	\$ 1,000.00	\$ -	\$ 29,202.80	\$ -	\$ 29,202.80	\$ -	\$ -
Electrical Fund	\$ 17,815.20	\$ -	\$ -	\$ -	\$ 17,815.20	\$ 52,563.23	\$ (15,000.00)	\$ 10,428.94	\$ 44,951.49	\$ 44,951.49	\$ -	\$ -	\$ -
Police	\$ (4,000.00)	\$ -	\$ -	\$ -	\$ (4,000.00)	\$ -	\$ 12,000.00	\$ 13,872.00	\$ (5,872.00)	\$ (5,872.00)	\$ -	\$ -	\$ -
Community Buildings	\$ 11.80	\$ -	\$ -	\$ -	\$ 11.80	\$ 965.00	\$ 2,500.00	\$ 7,060.11	\$ (3,613.31)	\$ (3,613.31)	\$ -	\$ -	\$ -
Park	\$ 5,727.25	\$ -	\$ -	\$ -	\$ 5,727.25	\$ -	\$ -	\$ 4,409.46	\$ 1,317.79	\$ 1,317.79	\$ -	\$ -	\$ -
Pool	\$ 245.14	\$ -	\$ -	\$ -	\$ 245.14	\$ 54.00	\$ 1,000.00	\$ 4,420.94	\$ (3,121.80)	\$ (3,121.80)	\$ -	\$ -	\$ -
Recreation	\$ 1,828.14	\$ -	\$ -	\$ -	\$ 1,828.14	\$ -	\$ -	\$ 1,198.70	\$ 429.44	\$ 429.44	\$ -	\$ -	\$ -
Shop	\$ 3,543.51	\$ -	\$ -	\$ -	\$ 3,543.51	\$ -	\$ -	\$ 3,512.35	\$ 31.16	\$ 31.16	\$ -	\$ -	\$ -
Street	\$ 441,178.55	\$ -	\$ 170,000.00	\$ -	\$ 611,178.55	\$ 85,010.52	\$ -	\$ 399,082.94	\$ 297,094.13	\$ 127,094.13	\$ 170,000.00	\$ -	\$ -
Library	\$ 12,223.17	\$ -	\$ -	\$ -	\$ 12,223.17	\$ 24,532.81	\$ -	\$ 23,082.00	\$ 13,673.78	\$ 13,673.78	\$ -	\$ -	\$ -
Hospital Bond Sinking Fund	\$ -	\$ 30,882.47	\$ 50,189.82	\$ -	\$ 81,052.29	\$ 219.71	\$ 6,866.68	\$ -	\$ 87,938.88	\$ -	\$ 37,562.52	\$ 50,376.28	\$ -
Trail Project	\$ 108.88	\$ -	\$ -	\$ -	\$ 108.88	\$ -	\$ 1,000.00	\$ 1,241.10	\$ (134.52)	\$ (134.52)	\$ -	\$ -	\$ -
Housing Rehab	\$ 9,918.45	\$ -	\$ -	\$ -	\$ 9,918.45	\$ 493.92	\$ -	\$ -	\$ 7,382.37	\$ 7,382.37	\$ -	\$ -	\$ -
Airport	\$ 804.52	\$ -	\$ 5,000.00	\$ -	\$ 5,804.52	\$ 2,642.83	\$ -	\$ 6,164.40	\$ 2,282.75	\$ (2,717.25)	\$ 5,000.00	\$ -	\$ -
Gas	\$ 202,283.88	\$ -	\$ 110,000.00	\$ 13,352.00	\$ 325,635.88	\$ 167,959.76	\$ (7,500.00)	\$ 182,970.84	\$ 322,224.80	\$ 198,872.80	\$ 110,000.00	\$ 13,352.00	\$ -
Water	\$ 13,442.07	\$ -	\$ 40,000.00	\$ -	\$ 53,442.07	\$ 51,313.75	\$ -	\$ 55,863.67	\$ 48,862.15	\$ 8,862.15	\$ 40,000.00	\$ -	\$ -
Wastewater	\$ 25,055.71	\$ -	\$ 7,000.00	\$ -	\$ 32,055.71	\$ 25,435.63	\$ -	\$ 18,062.80	\$ 30,998.64	\$ 32,998.64	\$ 7,000.00	\$ -	\$ -
Solid Waste	\$ 9,187.03	\$ -	\$ -	\$ (13,352.00)	\$ (5,164.97)	\$ 46,459.88	\$ 5,000.00	\$ 60,252.74	\$ (3,964.03)	\$ 9,387.97	\$ -	\$ (13,352.00)	\$ -
Golf	\$ 22,898.34	\$ -	\$ -	\$ -	\$ 22,898.34	\$ 67,027.04	\$ -	\$ 68,171.33	\$ 21,754.05	\$ 21,754.05	\$ -	\$ -	\$ -
RV Park	\$ 52,672.53	\$ -	\$ -	\$ -	\$ 52,672.53	\$ 2,757.50	\$ -	\$ 7,066.64	\$ 48,363.40	\$ 48,363.40	\$ -	\$ -	\$ -
Municipal Pool Sinking Fund CD	\$ -	\$ -	\$ 44,442.62	\$ -	\$ 44,442.62	\$ 379.43	\$ -	\$ -	\$ 44,822.05	\$ -	\$ 44,822.05	\$ -	\$ -
Totals	\$ 750,658.08	\$ 59,037.33	\$ 684,632.44	\$ -	\$ 1,494,827.85	\$ 915,017.08	\$ -	\$ 946,699.33	\$ 1,162,945.60	\$ 410,982.07	\$ 66,785.32	\$ 885,198.31	\$ -

REQUEST FOR FUTURE AGENDA ITEM

If you have a specific topic that you would like the City Council to discuss at a future meeting, please list your name, address, telephone number, and the specific topic. The item will be reviewed and possibly scheduled for a future meeting, or forwarded to City staff for appropriate action.

Alma!
is for
YOU!

NAME: STEVE

ADDRESS: _____

TELEPHONE #: _____

DATE OF REQUEST: _____

DESCRIPTION: SELECTION OF ENERGY GRANT
ADMINISTRATOR

Deadline for Agenda Items is the Thursday before the Tuesday Council Meeting at 12pm.
Except for items of an emergency nature, the agenda shall not be altered later than (a) 24 hours before the scheduled meeting or (b) 48 hours before the scheduled meeting outside the corporate limits of the municipality.

OFFICE USE

Request Forwarded to City Staff

Staff Initials: _____

Date Completed: _____

Action Taken: _____

Request Scheduled for Council Meeting

Date of Meeting: _____



Miller & Associates
CONSULTING ENGINEERS, P.C.

February 9, 2011
Kearney, Nebraska

1111 Central Ave. Kearney, NE 68847-6833

Tel: 308-234-6456
Fax: 308-234-1146
www.miller-engineers.com

Steve Waring, City Administrator
City of Alma
614 Main Street
P.O. Box 468
Alma, NE 68920-0468

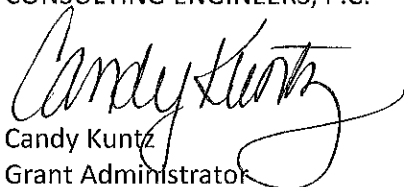
Re: Energy Grant Administration
Alma, Nebraska

Dear Steve,

Congratulations on the receipt of an Energy Grant from the Nebraska Energy Office! We are pleased to submit this cost proposal to complete the general administration services for the Energy Grant the City was awarded. We have a combined 30 years of experience working with federally funded projects, which includes Community Development Block Grants (CDBG). We are also working with eight other communities on the administration of their energy grant projects. Therefore, we would be qualified to perform these services for the City. Our fee would be on a lump sum fee basis, in the amount of \$2,250. The amount budgeted in the application for administration was \$2,256. These services would include reviewing advertisements for bids to insure all federal requirements are included, performing Davis-Bacon compliance, completing progress reports as required and insuring federal requirements are met for procurement of services. Assistance with preparing requests for funds would also be included.

Please contact me if you need additional information or have questions. Thanks for the opportunity to continue to work with the City of Alma.

Sincerely,
MILLER & ASSOCIATES
CONSULTING ENGINEERS, P.C.


Candy Kuntz
Grant Administrator

REQUEST FOR FUTURE AGENDA ITEM

If you have a specific topic that you would like the City Council to discuss at a future meeting, please list your name, address, telephone number, and the specific topic. The item will be reviewed and possibly scheduled for a future meeting, or forwarded to City staff for appropriate action.



NAME: Emily

ADDRESS: _____

TELEPHONE #: _____

DATE OF REQUEST: _____

DESCRIPTION: SPECIAL DESIGNATED LIQUOR LICENSE REQUEST BY DUCKS UNLIMITED

Deadline for Agenda Items is the Thursday before the Tuesday Council Meeting at 12pm.
Except for items of an emergency nature, the agenda shall not be altered later than (a) 24 hours before the scheduled meeting or (b) 48 hours before the scheduled meeting outside the corporate limits of the municipality.

OFFICE USE		
Request Forwarded to City Staff <input type="checkbox"/>	Staff Initials: _____	Date Completed: _____
Action Taken: _____		
Request Scheduled for Council Meeting <input type="checkbox"/>	Date of Meeting: _____	

Trevor Hammond is requesting this special designated liquor license on behalf of Ducks Unlimited for their annual banquet scheduled for Saturday, March 12, 2011 at the Johnson Center.

REQUEST FOR FUTURE AGENDA ITEM

If you have a specific topic that you would like the City Council to discuss at a future meeting, please list your name, address, telephone number, and the specific topic. The item will be reviewed and possibly scheduled for a future meeting, or forwarded to City staff for appropriate action.

Alma!
is for
YOU!

NAME: STEVE

ADDRESS: _____

TELEPHONE #: _____

DATE OF REQUEST: _____

DESCRIPTION: HOUSING REHABILITATION BOARD
APPOINTMENT

Deadline for Agenda Items is the Thursday before the Tuesday Council Meeting at 12pm.
Except for items of an emergency nature, the agenda shall not be altered later than (a) 24 hours before the scheduled meeting or (b) 48 hours before the scheduled meeting outside the corporate limits of the municipality.

OFFICE USE

Request Forwarded to City Staff

Staff Initials: _____

Date Completed: _____

Action Taken: _____

Request Scheduled for Council Meeting

Date of Meeting: _____

REQUEST FOR FUTURE AGENDA ITEM

If you have a specific topic that you would like the City Council to discuss at a future meeting, please list your name, address, telephone number, and the specific topic. The item will be reviewed and possibly scheduled for a future meeting, or forwarded to City staff for appropriate action.

Alma!
is for
YOU!

NAME: STEVE

ADDRESS: _____

TELEPHONE #: _____

DATE OF REQUEST: _____

DESCRIPTION: CITY ADMINISTRATOR'S REPORT

Deadline for Agenda Items is the Thursday before the Tuesday Council Meeting at 12pm.
Except for items of an emergency nature, the agenda shall not be altered later than (a) 24 hours before the scheduled meeting or (b) 48 hours before the scheduled meeting outside the corporate limits of the municipality.

OFFICE USE

Request Forwarded to City Staff

Staff Initials: _____

Date Completed: _____

Action Taken: _____

Request Scheduled for Council Meeting

Date of Meeting: _____

REQUEST FOR FUTURE AGENDA ITEM

If you have a specific topic that you would like the City Council to discuss at a future meeting, please list your name, address, telephone number, and the specific topic. The item will be reviewed and possibly scheduled for a future meeting, or forwarded to City staff for appropriate action.

Alma!
is for
YOU!

NAME: MAYOR

ADDRESS: _____

TELEPHONE #: _____

DATE OF REQUEST: _____

DESCRIPTION: OPEN COMMENT PERIOD

Deadline for Agenda Items is the Thursday before the Tuesday Council Meeting at 12pm.
Except for items of an emergency nature, the agenda shall not be altered later than (a) 24 hours before the scheduled meeting or (b) 48 hours before the scheduled meeting outside the corporate limits of the municipality.

OFFICE USE

Request Forwarded to City Staff Staff Initials: _____ Date Completed: _____

Action Taken: _____

Request Scheduled for Council Meeting Date of Meeting: _____