

**AGENDA
CITY COUNCIL MEETING
COUNCIL CHAMBERS – CITY HALL
306 PEARL STREET
November 19, 2024**

1. [Call the Meeting to Order – 5:30 p.m.](#)
2. [Pledge of Allegiance](#)

Anyone desiring to view the Open Meetings Act may do so. The document is available for public inspection and is located on the southwest wall of the Council Chambers as well as on the City of Wayne website.

The City Council may go into closed session to discuss certain agenda items to protect the public interest or to prevent the needless injury to the reputation of an individual and if such individual has not requested a public hearing.

3. [Approval of Minutes – November 5, 2024](#)
4. [Approval of Claims](#)
5. [Action on the request of Amy White, Director, Student Activities & Student Center, for permission to have a bonfire on Wayne State College’s campus on Tuesday, December 3, 2024, from 6:00 p.m. to 8:00 p.m.](#)
6. [Action on the Application for Membership of Kalli Reese to the Wayne Volunteer Fire Department — Phil Monahan, Fire Chief](#)
7. [Action on the Application for Membership of Emma Holloway to the Wayne Volunteer Fire Department — Phil Monahan, Fire Chief](#)
8. [Action on the Application for Membership of McKinley Dawson to the Wayne Volunteer Fire Department — Phil Monahan, Fire Chief](#)
9. [Action on Change Order No. 002 in the amount of \\$10,373.00 to TR Harris for the “Wayne Prairie Park Phase 3 Lake Amenities’ Project” – Matthew Smith, Olsson\](#)

Background: This Change Order includes installing additional trail from the lake to the east roadway, some additional dirt work/backfilling, and removing the section of trail south of the bridge.

10. [Action on Certificate of Payment No. 4 \(Final\) in the amount of \\$36,154.62 to TR Harris for the “Wayne Prairie Park Lake Amenities’ Project” – Matthew Smith, Olsson](#)

Background: This is for work completed and approved by the engineer.

11. [Resolution 2024-65: Accepting Completion of the “Wayne Prairie Park Phase III Lake Amenities Project” with TR Harris Construction, Inc.](#)

12. [Resolution 2024-66: Amending Water Service and Use Rates](#)

Background: This 3-year rate adjustment was talked about at Retreat. The increase will start with the meter readings taken on 1/15/25. The bill received 3/1/25 will reflect the increase.

13. [Resolution 2024-67: Amending Sewer Service and Use Rates](#)

Background: This 3-year rate adjustment was also talked about at Retreat. The increase will start with the meter readings taken on 1/15/25. The bill received 3/1/25 will reflect the increase.

14. [Resolution 2024-68: Amending Freedom Park Shelter House Rental Policy](#)

Background: This is being brought back for reconsideration by Council President Brodersen concerning the use of the facility by the Girl Scouts/Boy Scouts. She would like the Girl Scouts/Boy Scouts to be able to use the facility rent-free without having to come before Council for approval.

15. [Appointments to the Recreation – Leisure Services Commission – Carol Ellenbecker, Bryce Meyer, and Justin Davis](#)

Background: These three will fill the 8-member Commission. The others that have already been appointed are Chele Meisenbach, Brandon Hall, Brent Pick, Bill Engebretsen and Amber Schwarte.

16. [Update from Dave Peterson, JEO Consulting Group, on the initial interviews with companies that submitted proposals for Southwest Power Pool Market Participant duties](#)

17. [Adjourn](#)

**MINUTES
CITY COUNCIL MEETING
November 5, 2024**

The Wayne City Council met in regular session at City Hall on November 5, 2024, at 5:30 o'clock P.M.

Council President Jill Brodersen called the meeting to order, followed by the Pledge of Allegiance, with the following in attendance: Councilmembers Austyn Houser, Terri Buck, Nick Muir, Clayton Bratcher, and Jason Karsky; City Administrator Wes Blecke; City Clerk Betty McGuire; and City Attorney Amy Miller. Absent: Mayor Cale Giese and Councilmembers Brittany Webber and Matt Eischeid.

Notice of the convening meeting was given in advance thereof by publication in the Wayne Herald, Wayne, Nebraska, the designated method of giving notice, as shown by Affidavit of Publication. In addition, notice was given to the Mayor and all members of the City Council, and a copy of their acknowledgement of receipt of notice and agenda is on file with the City Clerk. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the Council convened in open session.

Council President Brodersen advised the public that a copy of the Open Meetings Act was located on the southwest wall of Council Chambers, as well as on the City of Wayne website and was available for public inspection. In addition, she advised the public that the Council may go into closed session to discuss certain agenda items to protect the public interest or to prevent the needless injury to the reputation of an individual and if such individual has not requested a public hearing.

Councilmember Houser made a motion, which was seconded by Councilmember Bratcher, to approve the minutes of the meetings of October 15, 2024, and October 29, 2024, and to waive the readings thereof. Council President Brodersen stated the motion, and the result of roll call being all Yeas, with the exception of Councilmembers Webber and Eischeid who were absent, the Council President declared the motion carried and the Minutes approved.

The following claims were presented to Council for their approval:

VARIOUS FUNDS APPROVED 10/15/24: TR HARRIS, SE, 187639.38

2023/2024 VARIOUS FUNDS: BIO-ELECTRONICS, SU, 197.14; CARLSON WEST POVONDRA ARCHITECTS, SE, 3764.19; DGR, SE, 31585.50; VESSCO, SU, 893.40;

2024/2025 VARIOUS FUNDS: ACES, SE, 1127.56; AMERITAS, SE, 113.83; AMERITAS, SE, 184.72; AMERITAS, SE, 35.00; AMERITAS, SE, 72.00; AMERITAS, SE, 3582.56; APPEARA, SE, 196.52; BOMGAARS, SU, 1026.67; CINTAS, SU, 240.13; CIRBA SOLUTIONS SERVICES, SU, 125.50; CITY EMPLOYEE, RE, 358.95; CITY EMPLOYEE, RE, 921.35; CITY EMPLOYEE, RE, 500.00; CITY EMPLOYEE, RE, 76.25; CITY OF WAYNE, PY, 121738.64; CITY OF WAYNE, RE, 338.11; CORE & MAIN, SU, 72.95; DEARBORN LIFE INSURANCE COMPANY, SE, 79.12; DEMCO, SU, 200.94; DSF WAYNE SHORT STOP, SU, 70.62; DUBBS, MEGAN, RE, 150.00; ED M. FELD EQUIPMENT CO, SU, 490.65; ELECTRICAL ENGINEERING & EQUIPMENT, SU, 431.37; ENGINEERED CONTROLS, SE, 2690.00; FIREMAN'S ASSOCIATION, RE, 5000.00; FIRST CONCORD GROUP, SE, 6694.58; FLOOR MAINTENANCE, SU, 264.62; GERHOLD CONCRETE, SU, 1377.07; GRAINGER, SU, 14796.18; GROSSENBURG IMPLEMENT, SU, 128.04; GROSSENBURG IMPLEMENT, SE, 3351.72; HARRINGTON SERVICES, SE, 77.74; HILAND DAIRY, SE, 96.98; HILAND DAIRY, SE, 108.40; ICMA, SE, 10327.26; ICMA, SE, 533.56; ICMA, SE, 75.00; ICMA, SE, 130.76; ICMA, SE, 138.72; ICMA, SE, 803.82; ICMA, SE, 72.03; ICMA, SE, 72.03; ICMA, SE, 202.78; ICMA, SE, 41.00; ICMA, SE, 152.88; ICMA, SE, 2437.50; IRS, TX, 4719.64; IRS, TX, 20180.22; IRS, TX, 13044.74; JEO CONSULTING GROUP, SE, 1000.00; KAY CONTRACTING, SE, 1016.25; KELLY SUPPLY COMPANY, SU, 342.96; KENNY, JOE, RE, 500.00; LAQUINTA INNS & SUITES, SE, 344.85; LIFE LINE SCREENING, RE, 200.00; MAIN STREET GARAGE, SE, 335.00; MARCO, SE, 175.92; MIDWEST ALARM SERVICES, SE, 402.00; NE DEPT OF REVENUE, TX, 6086.23; NE DEPT OF REVENUE-COMPLIANCE DIV, RE, 347.09; NE DEPT OF REVENUE-COMPLIANCE DIV, RE, 347.09; NE PUBLIC HEALTH ENVIRONMENTAL LAB, SE, 879.00; NEXIC, SE, 2113.13; NORFOLK AUTO CENTER, SE, 95.10; O'REILLY AUTOMOTIVE STORES, SU, 234.77; OVERDRIVE, SU, 3.92; POUTRE, GARRY, RE, 467.36; R PERRY CONSTRUCTION, RE, 1000.00; SD LOCAL TRANSPORTATION ASSISTANCE, FE, 125.00; SEIFFERT, BRIAN, RE, 500.00; SIRSI CORPORATION, SE, 8154.18; STADIUM SPORTING GOODS, SU, 210.00; STAPLES, SU, 166.48; STATE FARM INSURANCE, SE, 563.00; STATE NEBRASKA BANK & TRUST, RE, 3196.25; STEELE POOL, SE, 3650.00; T & R ELECTRIC, SE, 3109.65; THREE RIVERS LIBRARY SYSTEM, FE, 5.00; TITLE SERVICES OF THE PLAINS, RE, 150.00; ULINE, SU, 133.46; UTILITY EQUIPMENT, SU, 1734.60; VASELAAR, JANEY, RE, 200.00; VERIZON, SE, 594.76; VIRGIL, LUKE, RE, 125.00; VIVANCO, DIANA, RE, 200.00; VIVANCO, DIANA, RE, -200.00; WASTE CONNECTIONS, RE, 150.00; WAYNE COUNTY COURT, RE, 400.00; WESCO, SU, 13789.03; WISNER WEST, SU, 141.75; BEIERMANN ELECTRIC, SE, 250.00; BIGGERSTAFF, SIDNEY, RE, 200.00; BIO-ELECTRONICS, SE, 400.00; BLUE CROSS BLUE SHIELD, SE, 60196.30; CARPENTER PAPER COMPANY, SU, 758.83; CERTIFIED TESTING SERVICES, SE, 4161.00; CITY EMPLOYEE, RE, 286.77; CITY EMPLOYEE, RE, 160.00; CITY EMPLOYEE, RE, 349.55; CITY EMPLOYEE, RE, 1632.82; CITY EMPLOYEE, RE, 100.00; CITY EMPLOYEE, RE, 452.20; CITY EMPLOYEE, RE, 437.59; CITY OF WAYNE, PY, 122177.30; CITY OF WAYNE, RE, 113.68; COMMUNITY REDEVELOPMENT, RE, 15000.00; CUSTER COUNTY COURT, RE, 300.00; DAS STATE ACCTG-CENTRAL FINANCE, SE, 537.60; DEARBORN LIFE INSURANCE COMPANY, SE, 3377.78; DISPLAY SALES, SU, 692.30; ELECTRICAL ENGINEERING & EQUIPMENT, SU, 395.59; FASTWYRE, SE, 839.05; GLOBAL PAYMENTS INTEGRATED, FE, 771.01; HELENA AGRI-ENTERPRISES, SU, 286.88; HILAND DAIRY, SE, 126.24; HOMETOWN LEASING, SE, 456.78; JEANETTE JOHNSON, SE, 5000.00; JEFF'S RPM SERVICE, SE, 901.15; JEO CONSULTING GROUP, SE, 494.00; MAIN STREET GARAGE, SE, 284.78; MARCO TECHNOLOGIES, SE, 180.50; MERCHANT SERVICES, SE, 7223.87; MERCHANT SERVICES, SE, 1562.66; MERCHANT SERVICES, SE, 174.01; MIDWEST LABORATORIES, SE, 907.07; MORNINGSIDE PLUMBING, RE, 500.00; NE CODE OFFICIAL ASSOCIATION, FE, 450.00; NEBRASKA GENERATOR SERVICE, SE, 4103.63; NORTHEAST POWER, SE, 7327.00; ONE CALL CONCEPTS, SE, 87.30; OPTK NETWORKS, SE, 408.54; OVERHEAD DOOR, SE, 130.60; PAC N SAVE, SU, 1164.95; POSTMASTER, SU, 1218.90; PREMIER BIOTECH, SE, 72.18; QUADIANT FINANCE, SU, 175.75; QUALITY FOOD CENTER, SU, 31.98; R PERRY CONSTRUCTION, RE, 500.00; SEARS AUTO SALES & TOWING, SE, 75.00;

SKARSHAUG TESTING LAB, SE, 317.91; SOOLAND BOBCAT, SU, 2182.00; STAN HOUSTON EQUIPMENT, SU, 283.50; STATE NEBRASKA BANK & TRUST, SE, 65.60; STATE NEBRASKA BANK-PETTY CASH, RE, 107.09; T & S TRUCKING, SE, 313.94; THOMPSON, LUCAS, RE, 500.00; WASTE CONNECTIONS, SE, 86.50; WAYNE HERALD, SE, 190.00; WAYNE HERALD, SE, 854.00; WAYNE HERALD, SE, 834.47; WAYNE STATER, SE, 150.00

Councilmember Bratcher made a motion, which was seconded by Councilmember Buck, to approve the claims. Council President Brodersen stated the motion, and the result of roll call being all Yeas, with the exception of Councilmembers Webber and Eischeid who were absent, the Council President declared the motion carried.

Brittany Knudsen, representing the Wayne Girl Scouts, was present requesting Council consideration to waiving the rental fee for the use of the Freedom Park Shelter House on Saturday, November 9, 2024, for a special event for the Brownie Troop.

Mayor Giese arrived at 5:32 p.m.

Councilmember Karsky made a motion, which was seconded by Councilmember Bratcher, approving the request of Brittany Knudsen, representing the Wayne Girl Scouts, to waive the rental fee for the use of the Freedom Park Shelter House on Saturday, November 9, 2024, for a special event. Mayor Giese stated the motion, and the result of roll call being all Yeas, with the exception of Councilmembers Webber and Eischeid who were absent, the Mayor declared the motion carried.

Stephanie Hays, on behalf of Monica Dolezal-Bruning with the Farm Service Agency, was present to request Council consideration to waiving the rental fee for the use of the Freedom Park Shelter House on Thursday, December 5, 2024, from 12:30 p.m. – 2:30 p.m. for an event.

Councilmember Karsky made a motion, which was seconded by Councilmember Buck, approving the request of Stephanie Hays, on behalf of Monica Dolezal-Bruning with the Farm Service Agency, to waive the rental fee for the use of the Freedom Park Shelter House on Thursday, December 5, 2024, from 12:30 p.m. – 2:30 p.m. for an event. Mayor Giese stated the motion, and the result of roll call being all Yeas, with the exception of Councilmembers Webber and Eischeid who were absent, the Mayor declared the motion carried.

Administrator Blecke, on behalf of BJ Woehler who was unable to attend the meeting, was requesting Council consideration to waiving the moving permit fees for a 10'x10' shed – specifically the need for a certified engineer's statement per Wayne Municipal Code Sec. 150.03 Moving Buildings. He plans to move the shed to his acreage on Grainland Road.

After discussion, Councilmember Karsky made a motion, which was seconded by Councilmember Brodersen, to approve the request of BJ Woehler to waive the requirement for a certified engineer's statement per Wayne Municipal Code Sec. 150.03 Moving Buildings. Mayor Giese stated the motion, and the result of roll call being all Yeas, with the exception of Councilmembers Webber and Eischeid who were absent, the Mayor declared the motion carried.

Mayor Giese declared the time was at hand for the public hearing to consider the Planning Commission's recommendation regarding the Final Plat for the "Vintage Hill Fourth Addition." The applicant is Arrowhead Development-Wayne LLC.

Joel Hansen, Zoning Administrator, stated the Planning Commission held a public hearing on this matter on November 4, 2024, and approved the same, with the "Finding of Fact" being staff's recommendation.

City Clerk McGuire had not received any comments, either verbal or in writing, for or against this public hearing.

Attorney Miller stated that Breck Giese was the abstention at the Planning Commission meeting. His concern was where the water would be draining and if the drainage system was going to be big enough to keep the water from flooding his property. This is something that has to go through the engineering reports and process and has nothing to do with the final plat or lot layout. She reviewed State Statute and found that the City would not be held liable; however, if the water was draining onto his property and not into a natural drainage way or ditch, there could be a potential suit between the land owner who is damaged and the land owner who did not drain the water properly.

Joel Hansen stated there was a drainage study provided along with the preliminary plat that said the water would fit within the culvert that is currently under the road.

Shane Baack, as well as Thomas Kayton, representing Arrowhead Development – Wayne LLC, were present to answer any questions.

Luke Virgil, Director of Wayne Area Economic Development, spoke in support of this project/development.

There being no further comments, Mayor Giese closed the public hearing.

Councilmember Brodersen introduced Resolution 2024-63, and moved for its approval; Councilmember Muir seconded.

RESOLUTION NO. 2024-63

A RESOLUTION APPROVING THE FINAL PLAT FOR THE "VINTAGE HILL FOURTH ADDITION," CITY OF WAYNE, WAYNE COUNTY, NEBRASKA.

Mayor Giese stated the motion, and the result of roll call being all Yeas, with the exception of Councilmembers Webber and Eischeid who were absent, the Mayor declared the motion carried.

Administrator Blecke presented the Subdivision Agreement for Vintage Hill Fourth Addition. He advised the Council that the only material change from the July draft is that the developer is asking for up to \$160k for water improvements (it was about \$114k in July). The sewer (\$250k) and engineering (\$50k) financial assistance has stayed the same. He again noted that this is an area that is not eligible for tax increment financing.

Shane Baack advised the Council, with these incentives, their goal is to get lot prices down to the \$50,000 - \$60,000 range and up, depending upon the size of the lot. Their goal is to get young professionals and families to move to Wayne. There has to be a stock of newer homes or lots to build on, and at this time, there are not a lot of either one of those.

After discussion, Councilmember Brodersen introduced Resolution 2024-64, and moved for its approval; Councilmember Bratcher seconded.

RESOLUTION NO. 2024-64

A RESOLUTION APPROVING THE "VINTAGE HILL FOURTH ADDITION," SUBDIVISION AGREEMENT.

Mayor Giese stated the motion, and the result of roll call being all Yeas, with the exception of Councilmembers Webber and Eischeid who were absent, the Mayor declared the motion carried.

Bob Soukup, representing Carlson West Povondra Architects, presented Application and Certificate of Payment No. 12 from Otte Construction Company, LLC, in the amount of \$505,484.00 for the "Wayne City Hall and Police Relocation Project." He noted the bulk of what is in this pay application is interior electrical and audiovisual equipment, as well as a lot of the new pavement on the west side of the facility.

Keith Moje with Otte Construction Company, LLC, updated the Council on the project.

Councilmember Brodersen made a motion, which was seconded by Councilmember Houser, approving Application and Certificate of Payment No. 12 in the amount of \$505,484.00 to Otte Construction Company, LLC, for the "Wayne City Hall and Police Relocation Project." Mayor Giese stated the motion, and the result of roll call being all Yeas, with the exception of Councilmembers Webber and Eischeid who were absent, the Mayor declared the motion carried.

Bob Soukup, representing Carlson West Povondra Architects, then presented Application and Certificate of Payment No. 2 from Otte Construction Company, LLC, in the amount of \$208,539.00 for the "Wayne Parks & Rec Maintenance Building Project." In addition, he and Keith Moje updated the Council on the project.

Councilmember Brodersen made a motion, which was seconded by Councilmember Buck, approving Application and Certificate of Payment No. 2 in the amount of \$208,539.00 to Otte Construction Company, LLC, for the "Wayne Parks & Rec Maintenance Building Project." Mayor Giese stated the motion, and the result of roll call being all Yeas, with the exception of Councilmember Eischeid was absent, the Mayor declared the motion carried.

There being no further business to come before the meeting, Mayor Giese declared the meeting adjourned at 6:14 p.m.

**COUNCIL APPROVED 11/5/24**

Vendor	Payable Description	Payment Total
OTTE CONSTRUCTION	CITY HALL/POLICE RELOCATION	505,484.00
OTTE CONSTRUCTION	PARK & REC BUILDING	208,539.00
APPEARA	LINEN & MAT SERVICE	122.37
ARC-HEALTH & SAFETY	AED TRAINING	265.00
AUTOMATIC SYSTEMS CO	BLOWER TIMER RELAY	363.86
BERNS, NANCY	TREE INCENTIVE	50.00
BSN SPORTS, INC	BASKETBALLS/FLAG FOOTBALL BELTS	491.64
CARHART LUMBER COMPANY	WOOD/SEALANT/FRAMING SCREWS	444.28
CARLSON WEST POVONDRA ARCHITECTS	PARK & REC BUILDING	283.50
CHEMQUEST, INC.	QUARTERLY MONITORING	695.00
CITY EMPLOYEE	MEDICAL REIMBURSEMENT	314.29
CITY EMPLOYEE	MEDICAL REIMBURSEMENT	4.56
CITY EMPLOYEE	MEDICAL REIMBURSEMENT	530.54
CITY EMPLOYEE	MEDICAL REIMBURSEMENT	165.29
CITY OF NORFOLK	911 MISCELLANEOUS BILLING	149.12
COPY WRITE PUBLISHING	SHIPPING CHARGES/DOOR HANGERS	716.24
CORE & MAIN LP	WATER METERS	1,324.56
COTTONWOOD WIND PROJECT, LLC	WIND ENERGY	17,832.25
DAUM TREE SERVICE	GRIND TREE STUMPS	639.00
DEMCO INC	REPLACEMENT SHELF/DESK CALENDARS/COLORING SHEETS	115.95
DUTTON-LAINSON COMPANY	SINGLE PHASE METER	350.59
ED M. FELD EQUIPMENT CO INC	GASKETS	121.59
ELECTRICAL ENGINEERING & EQUIPMENT	LIGHT PHOTOCONTROL/BULBS	264.06
FAITH REGIONAL PHYSICIAN SERV.	RANDOM TESTING	170.00
FLOOR MAINTENANCE	JANITORIAL SUPPLIES/NAPKINS/GLOVES/DETERGENT	1,333.75
FOOTE, BRIAN	ENERGY INCENTIVE	500.00
GALE/CENGAGE LEARNING	BOOKS	106.56
GREAT PLAINS COMMUNICATIONS	RIGHT OF WAY DEPOSIT REFUNDS	11,000.00
HILAND DAIRY	SENIOR CENTER FOOD SERVICE	300.03
INGRAM LIBRARY SERVICES	BOOKS	885.44
LIVING HERE	LIBRARY SUBSCRIPTION	29.96
LUTT OIL	GASOLINE	6,580.06
MAIN STREET GARAGE, LLC	TIRES/TIE RODS	1,890.36
MARRIOTT HOTELS	LODGING-C GIESE	358.00
MUTUAL OF OMAHA	LIFE INSURANCE	397.80
NEBRASKA PUBLIC POWER DIST	TRANSMISSION SUBSTATION CHARGES/METER REPORTS	8,250.24
OCLC, INC	WEBDEWEY	379.72
OVERDRIVE, INC.	AUDIO/E BOOKS	1,062.33
RADARSIGN, LLC	SPEED SIGNS	18,212.00
RODRIGUEZ, NANCY	INTERPRETER	55.00

SARGENT DRILLING	REPAIRS TO WELL 11 PUMP	47,183.98
SERVICE TECH OF CENTRAL IOWA, INC	RANDOM BRASS PARTS	400.00
THE MAJESTIC THEATER	CAC HOLIDAY MOVIE SPONSOR	200.00
US FOODSERVICE, INC.	SENIOR CENTER NOON MEAL SUPPLIES	3,005.42
WAYNE VETERINARY CLINIC	CAT IMPOUND	70.00
WESTERN AREA POWER ADMIN	ELECTRICITY	18,571.85
WISNER WEST	FD GASOLINE	104.23
	Grand Total:	860,313.42



City of Wayne, NE

Council Approval Listing

Payment Date Range: 10/31/2024 - 11/05/2024

CORRECTION TO CLAIMS LISTING 11/5/24

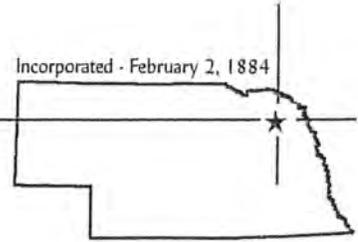
Vendor	Payable Description	Payment Total
AMERITAS LIFE INSURANCE	AMERITAS ROTH	184.72
AMERITAS LIFE INSURANCE	POLICE RETIREMENT 457 AMOUNT	72.00
AMERITAS LIFE INSURANCE	POLICE RETIREMENT	3,724.62
AMERITAS LIFE INSURANCE	POLICE RETIREMENT 457 PERCENTAGE	112.16
AMERITAS LIFE INSURANCE	AMERITAS ROTH	35.00
CITY OF WAYNE	UTILITY REFUND REVERSAL	-144.68
ICMA RETIREMENT-FIRST NATL BANK -MARYLAND	ROTH IRA -ICMA	138.72
ICMA RETIREMENT-FIRST NATL BANK -MARYLAND	PAYROLL RETIREMENT	98.15
ICMA RETIREMENT-FIRST NATL BANK -MARYLAND	PAYROLL RETIREMENT	533.56
ICMA RETIREMENT-FIRST NATL BANK -MARYLAND	ROTH IRA - ICMA	75.00
ICMA RETIREMENT-FIRST NATL BANK -MARYLAND	PAYROLL RETIREMENT	202.78
ICMA RETIREMENT-FIRST NATL BANK -MARYLAND	ROTH ICMA	152.88
ICMA RETIREMENT-FIRST NATL BANK -MARYLAND	PAYROLL RETIREMENT	41.00
ICMA RETIREMENT-FIRST NATL BANK -MARYLAND	ROTH IRA-ICMA	98.15
ICMA RETIREMENT-FIRST NATL BANK -MARYLAND	ROTH ICMA	803.82
ICMA RETIREMENT-FIRST NATL BANK -MARYLAND	ICMA RETIREMENT	2,437.50
ICMA RETIREMENT-FIRST NATL BANK -MARYLAND	PAYROLL RETIREMENT	10,391.01
ICMA RETIREMENT-FIRST NATL BANK -MARYLAND	PAYROLL RETIREMENT	130.76
IRS	FICA WITHHOLDING	20,343.96
IRS	FEDERAL WITHHOLDING	14,005.71
IRS	MEDICARE WITHHOLDING	4,757.90
NE DEPT OF REVENUE	STATE WITHHOLDING	6,170.16

Grand Total: 64,364.88

City of Wayne

306 Pearl • P.O. Box 8
Wayne, Nebraska 68787

(402) 375-1733
Fax (402) 375-1619



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. If you have additional documentation which would be beneficial to the topic, please attach to this form. The item will be reviewed and possibly scheduled for a future meeting, or forwarded to City staff for appropriate action.

Event insurance is required for anyone wishing to use city right-of-way (e.g. block off streets for block parties, block off sidewalks and/or alleys).

Name: Amy White

Address: Wayne State College 1111 Main Street Wayne, NE

Telephone No.: 4023757322

Date of Request: November 19th Council Meeting

Description of Requested Topic: Bonfire on Wayne State's campus to be held on
December 3rd, 2024 from 6 PM - 8 PM



**WAYNE VOLUNTEER FIRE DEPARTMENT
And Rural Fire District No. 2
510 Tomar Drive, Wayne, NE 68787**

APPLICATION FOR MEMBERSHIP

This form is to be completed by the Applicant and filed with the Secretary at a regular meeting of the Wayne Volunteer Fire Department.

Name Kalli Peese Address Morey Hall, Wayne, NE 68787
Phone Number _____ Social Security # _____
Driver's License Number and Issuing State _____
Employer Leif Erickson Day Camp / ^{Cross Bear Ski Skiing} Occupation Wrangler / Snowsports instructor
How long have you been employed by your present employer? 3 years
Previous Employer and Address N/A

Have you previously been a member of a Fire Department? NO
If so, give the name of the fire department, your rank and positions held. If applicable, identify any related credentials and record of training. _____

Do you have any physical ailments or disabilities that could affect your performance on the department?
Asthma (well controlled) (mild)

- As a member of this department, you will be required to give freely of your time to attend fire calls, meetings, drills, serve and provide leadership on committees, and participate in community events and fundraising activities. Do you agree to this? yes
- There is a 30-day waiting period from the date of this application until the Department formally acts upon this request. Do you agree to this? yes
- Have you read the Bylaws of the Department, and do you understand them? yes Do you agree to abide by them? yes
- The applicant must understand that if accepted for membership he/she will be placed on probation for a six-month period. During that time, he/she must meet certain criteria as stated in the Bylaws and follow the Standard Operating Guidelines.

Applicant's Signature Kalli Peese Date 09/19/24

.....
I agree to a background check with information provided by the Wayne Police Department.

Applicant's Signature Kalli Peese Date 09/19/24

We, the undersigned representing the Standing Membership Committee, having investigated the background of the applicant, feel that he/she would be an asset to the Department and hereby recommend him/her for membership.

Megan Anendt Dale Maste Siod Brogren
Secretary's Signature Justin Daff Date 11/5/24
Chief's Signature Phillip Mander Date 11-5-2024

.....
Council approved on _____ certified by City Clerk _____

**WAYNE VOLUNTEER FIRE DEPARTMENT
And Rural Fire District No. 2
510 Tomar Drive, Wayne, NE 68787**

APPLICATION FOR MEMBERSHIP

This form is to be completed by the Applicant and filed with the Secretary at a regular meeting of the Wayne Volunteer Fire Department. 239 Morey Hall 1111 Main St, Wayne, NE 68787

Name Emma Holloway Address 405 W 4th, Cortland, NE 68331
Phone Number _____ Social Security # _____
Driver's License Number and Issuing State _____
Employer _____ Occupation _____
How long have you been employed by your present employer? _____
Previous Employer and Address _____

Have you previously been a member of a Fire Department? yes
If so, give the name of the fire department, your rank and positions held. If applicable, identify any related credentials and record of training. Cortland Fire Department
*currently working on EMT CPR, first aid, step the bleed
other basic training courses
Do you have any physical ailments or disabilities that could affect your performance on the department?

NO
-As a member of this department, you will be required to give freely of your time to attend fire calls, meetings, drills, serve and provide leadership on committees, and participate in community events and fundraising activities. Do you agree to this? yes
- There is a 30-day waiting period from the date of this application until the Department formally acts upon this request. Do you agree to this? yes
-Have you read the Bylaws of the Department, and do you understand them? yes Do you agree to abide by them? yes
- The applicant must understand that if accepted for membership he/she will be placed on probation for a six-month period. During that time, he/she must meet certain criteria as stated in the Bylaws and follow the Standard Operating Guidelines.

Applicant's Signature Emma Holloway Date 1-3-2024

.....
I agree to a background check with information provided by the Wayne Police Department.

Applicant's Signature Emma Holloway Date 1-3-2024

We, the undersigned representing the Standing Membership Committee, having investigated the background of the applicant, feel that he/she would be an asset to the Department and hereby recommend him/her for membership.

Scott Brogren Justin Hoffa Megan
Secretary's Signature _____ Date 11/5/24
Chief's Signature Peter A. ... Date 11-5-2024

.....
Council approved on _____ certified by City Clerk _____

.....
For record purposes only: Date of Birth 3.29 2005 revised March 1, 2022

WAYNE VOLUNTEER FIRE DEPARTMENT
And Rural Fire District No. 2
510 Tomar Drive, Wayne, NE 68787

APPLICATION FOR MEMBERSHIP

This form is to be completed by the Applicant and filed with the Secretary at a regular meeting of the Wayne Volunteer Fire Department.

Name McKinley Dawson Address 1111 Main St ^{Terrace} Wayne, NE
Phone Number _____ Social Security # _____
Driver's License Number and Issuing State _____
Employer _____ Occupation Student
How long have you been employed by your present employer? _____
Previous Employer and Address _____

Have you previously been a member of a Fire Department? NO
If so, give the name of the fire department, your rank and positions held. If applicable, identify any related credentials and record of training. _____

Do you have any physical ailments or disabilities that could affect your performance on the department?
NO

-As a member of this department, you will be required to give freely of your time to attend fire calls, meetings, drills, serve and provide leadership on committees, and participate in community events and fundraising activities. Do you agree to this? yes

- There is a 30-day waiting period from the date of this application until the Department formally acts upon this request. Do you agree to this? yes

-Have you read the Bylaws of the Department, and do you understand them? yes Do you agree to abide by them? yes

- The applicant must understand that if accepted for membership he/she will be placed on probation for a six-month period. During that time, he/she must meet certain criteria as stated in the Bylaws and follow the Standard Operating Guidelines.

Applicant's Signature McKinley Dawson Date 10/1/2024

.....
I agree to a background check with information provided by the Wayne Police Department.

Applicant's Signature McKinley Dawson Date 10/1/2024

We, the undersigned representing the Standing Membership Committee, having investigated the background of the applicant, feel that he/she would be an asset to the Department and hereby recommend him/her for membership.

Scott Mould Megan Adams Gina Brogan
Secretary's Signature _____ Date 11/5/24

Chief's Signature Phil Mould Date 11-5-2024

.....
Council approved on _____ certified by City Clerk _____

.....
For record purposes only: Date of Birth 05-06-2001



CHANGE ORDER NO.: 002

Owner: City of Wayne
Engineer: **Olsson**
Contractor: **TR Harris Construction**
Project: Wayne Prairie Park Phase 3 Lake Amenities
Contract Wayne Fairground Recreational Development
Date Issued: 11/19/2024

Owner's Project No.:
Engineer's Project No.: **022-02746**
Contractor's Project No.:

Effective Date of Change Order: 11/19/2024

The Contract is modified as follows upon execution of this Change Order:

Description: **Backfill Around Lake/Trail**

Attachments:

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ <u>526,847.00</u>	Original Contract Times: Substantial Completion: _____ Final Completion: _____
Increase from previously approved Change Orders No. 0 to No. 1 \$ <u>4,454.00</u>	Increase from previously approved Change Orders No. 0 to No. 1: Substantial Completion: _____ Final Completion: _____
Contract Price prior to this Change Order: \$ <u>531,301.00</u>	Contract Times prior to this Change Order: Substantial Completion: _____ Final Completion: _____
Increase this Change Order: \$ <u>10,373.00</u>	Increase this Change Order: Substantial Completion: _____ Final Completion: _____
Contract Price incorporating this Change Order: \$ <u>541,674.00</u>	Contract Times with all approved Change Orders: Substantial Completion: _____ Final Completion: _____

Recommended by Engineer (if required)
By: Matthew Smith
Title: Team Leader
Date: 11/19/2024

Accepted by Contractor

Authorized by Owner
By: _____
Title: _____
Date: _____

Approved by Funding Agency (if applicable)

CERTIFICATE OF PAYMENT: 4



Date of Issuance: 11/19/2024

Project: **Wayne Prairie Park Phase 3 Lake Amenities**

Project No.: 022-02746

Contractor: TR Harris

DETAILED ESTIMATE

Description	Unit Price	Extension
See Attached.		
PLEASE REMIT PAYMENT TO: TR Harris		

Value of Work Completed This Request: \$20,520.00

Original Contract Cost: \$526,847.00

Approved Change Orders:

No. 1 \$4,454.00

No. 2 \$10,373.00

No. 3 \$0.00

Total Contract Cost: \$541,674.00

Value of completed work and materials stored to dat \$541,674.00

Less retainage percentage 0% \$0.00

Net amount due including this estimate \$541,674.00

Less: Estimates previously approved:

No. 1 \$163,305.00 No. 3 \$187,639.38 No. 5 \$0.00

No. 2 \$154,575.00 No. 4 \$0.00 No. 6 \$0.00

Total Previous Estimates: \$505,519.38

NET AMOUNT DUE THIS ESTIMATE: \$36,154.62

The undersigned hereby certifies, based upon periodic observations as set forth in scope of work and the data included in all applicable payment applications that, to the best of its knowledge, information and belief: (1) the work has progressed as indicated in the applicable payment applications; (2) the work performed and materials delivered by Contractor are in conformance with the plans and specifications; and (3) the Contractor, in accordance with the contract, is entitled to payment as indicated above.

This certification does not constitute a warranty or guarantee of any type. Client shall hold its Contractor solely responsible for the quality and completion of the Project, including construction in accordance with the construction documents. Any duty or obligation of Olsson hereunder is for the sole benefit of the Client and not for any third party, including the Contractor or any Subcontractor.

cc: - Owner
TR Harris
Project File

OLSSON

By: Matthew Smith



Pay App.

4

Project: Wayne Prairie Park Phase 3 Lake Amenities
 Contractor: TR Harris

Project #: 022-02746
 Date: 11/19/2024

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
ITEM NO.	DESCRIPTION OF WORK	Pay Unit	Total Est. Qty	Unit Price	SCHEDULED VALUE (D * E)	Qty from previous pay appl.	Total From previous pay appl.	Qty this Period	Total from this Period	MATERIALS STORED (NOT IN HOR J)	TOTAL QUANTITY TO DATE (G+I)	TOTAL COMPLETED AND STORED TO DATE (H+J+K)	% (M/N)	BALANCE TO FINISH (F-M)	RETAINAGE
1	Mobilization	LS	1	\$40,000.00	\$40,000.00	1.00	\$40,000.00	0.00	\$0.00		1.00	\$40,000.00	100%	\$0.00	\$0.00
2	Earthwork	LS	1	\$3,000.00	\$3,000.00	1.00	\$3,000.00	0.00	\$0.00		1.00	\$3,000.00	100%	\$0.00	\$0.00
3	6" Bike Trail Pavement (8' wide)	SY	2340	\$49.00	\$114,660.00	2,300.00	\$112,700.00	40.00	\$1,960.00		2,340.00	\$114,660.00	100%	\$0.00	\$0.00
4	7" Parking Pavement	SY	57	\$80.00	\$4,560.00	62.50	\$5,000.00	-5.50	(\$440.00)		57.00	\$4,560.00	100%	\$0.00	\$0.00
5	12" Subgrade Prep	SY	3850	\$4.00	\$15,400.00	3,000.00	\$12,000.00	850.00	\$3,400.00		3,850.00	\$15,400.00	100%	\$0.00	\$0.00
6	18" Concrete Curb and Gutter	LF	0	\$33.00	\$0.00	0.00	\$0.00	0.00	\$0.00		0.00	\$0.00	#DIV/0!	\$0.00	\$0.00
7	Fishing Pier	LS	1	\$67,000.00	\$67,000.00	1.00	\$67,000.00	0.00	\$0.00		1.00	\$67,000.00	100%	\$0.00	\$0.00
8	Pedestrian Bridge	LS	1	\$277,000.00	\$277,000.00	1.00	\$277,000.00	0.00	\$0.00		1.00	\$277,000.00	100%	\$0.00	\$0.00
					\$521,620.00		\$516,700.00		\$4,920.00			\$521,620.00		\$0.00	\$0.00
Change Order															
9A	Fishing Pier (Timber to Concrete)	LS	1	\$4,454.00	\$4,454.00	1.00	\$4,454.00	0.00	\$0.00		1.00	\$4,454.00	100%	\$0.00	\$0.00
10A	Backfill Adjustments Around Lake	LS	1	\$15,600.00	\$15,600.00	0.00	\$0.00	1.00	\$15,600.00		1.00	\$15,600.00	100%	\$0.00	\$0.00
					\$20,054.00		\$4,454.00		\$15,600.00			\$20,054.00		\$0.00	\$0.00
	Contract Total				\$541,674.00		\$521,154.00		\$20,520.00			\$541,674.00	100%	\$0.00	\$0.00



November 19, 2024

City Of Wayne
306 Pearl Street
Wayne, NE 68787

RE: Wayne Prairie Park Phase III Lake Amenities
Wayne, Nebraska
Olsson Project 022-02746

Dear Mayor Giese:

This letter shall serve as your notification that the above referenced project has been completed in general conformance with the project plans and specifications. Final completion was obtained on Monday, November 11, 2024.

If you have any questions or comments, please don't hesitate to call me at 402-494-3059, or email me at mmsmith@olsson.com.

Sincerely,

A handwritten signature in blue ink that reads "Matthew Smith". The signature is fluid and cursive, with a long horizontal stroke extending from the end of the name.

Matthew Smith, PE
Olsson Project Manager

cc: Cale Giese – City of Wayne, Mayor
Wes Blecke – City of Wayne, Administrator
Beth Porter – City of Wayne, Finance Director

RESOLUTION NO. 2024-65

A RESOLUTION ACCEPTING COMPLETION OF THE “WAYNE PRAIRIE PARK PHASE III LAKE AMENITIES PROJECT” WITH TR HARRIS CONSTRUCTION, INC.

WHEREAS, on the 5th day of March, 2024, the City of Wayne entered into a contract with TR Harris Construction, Inc., on the “Wayne Prairie Park Phase III Lake Amenities Project;” and

WHEREAS, the contract has been completed according to the plans and specifications of the Project Engineer, Olsson.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Wayne, Nebraska, that the letter of completion prepared by the Project Engineer, Olsson, for work on the “Wayne Prairie Park Phase III Lake Amenities Project” be, and the same is hereby accepted.

BE IT FURTHER RESOLVED, by the Mayor and Council of the City of Wayne, Nebraska, that the City Administrator is authorized to make final payment to the contractor, including the retainage, pursuant to the project contract.

PASSED AND APPROVED this 19th day of November, 2024.

THE CITY OF WAYNE, NEBRASKA

By _____
Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2024-66

A RESOLUTION TO ESTABLISH RESIDENTIAL, COMMERCIAL AND SPECIAL USE WATER SERVICES AND USE RATES.

BE IT RESOLVED that the customer service charge shall be a minimum monthly amount based upon the customer's water meter size and the commodity, use rate shall be based upon the amount of water metered each month in thousands of gallons or parts thereof; and

BE IT FURTHER RESOLVED that rural customers shall be charged a customer service charge and commodity rate double the amount of customers in the City; and

BE IT FURTHER RESOLVED by the Mayor and Council of the City of Wayne, Nebraska, that the following Water Service and Use Rates are established for all customers pursuant to the Wayne Municipal Code Section 53.009 (residential and commercial rates) and Section 53.012 (special use water rate):

A. Time period of **January 1, 2025** through **December 31, 2025**:

1. Net Monthly Customer Service Charge

<u>Meter Size</u>	<u>Inside City</u>	<u>Outside (Rural)</u>
3/4" or less	\$ 23.00 24.50	\$ 46.00 49.00
1	33.00 35.00	66.00 70.00
1 1/4	37.00 40.00	74.00 80.00
1 1/2	53.25 57.00	106.50 114.00
2	94.50 100.00	189.00 200.00
3	212.75 225.00	425.50 450.00
4	334.00 360.00	668.00 720.00
6	849.50 900.00	1,699.00 1,800.00

2. Net Monthly Commodity, Use Rate per Thousand Gallons

(a) Inside City	\$1.95 2.05
(b) Outside (Rural)	\$3.90 4.10

3. Withdrawal of Special Use Water from Hydrants

There shall be a combined charge of the minimum monthly customer service charge based upon the size of the water meter for connection and disconnection of the meter to allow withdrawal of special use water from a hydrant additional to the water metered and consumed.

B. Time period of **January 1, 2026** through **December 31, 2026**:

1. Net Monthly Customer Service Charge

<u>Meter Size</u>	<u>Inside City</u>	<u>Outside (Rural)</u>
3/4" or less	\$ 26.00	\$ 52.00
1	37.45	74.90
1 1/4	42.80	85.60
1 1/2	61.00	122.00
2	107.00	214.00
3	240.75	481.50
4	385.20	770.40
6	963.00	1,926.00

2. Net Monthly Commodity, Use Rate per Thousand Gallons

(a) Inside City	\$2.15
(b) Outside (Rural)	\$4.30

3. Withdrawal of Special Use Water from Hydrants

There shall be a combined charge of the minimum monthly customer service charge based upon the size of the water meter for connection and disconnection of the meter to allow withdrawal of special use water from a hydrant additional to the water metered and consumed.

C. Time period of **January 1, 2027** through **December 31, 2027**:

1. Net Monthly Customer Service Charge

<u>Meter Size</u>	<u>Inside City</u>	<u>Outside (Rural)</u>
3/4" or less	\$ 27.50	\$ 55.00
1	40.10	80.20
1 1/4	45.80	91.60
1 1/2	65.25	130.50
2	114.50	229.00
3	257.60	515.20
4	412.15	824.30
6	1,030.00	2,060.00

2. Net Monthly Commodity, Use Rate per Thousand Gallons

(a) Inside City	\$2.25
(b) Outside (Rural)	\$4.50

3. Withdrawal of Special Use Water from Hydrants

There shall be a combined charge of the minimum monthly customer service charge based upon the size of the water meter for connection and disconnection of the meter to allow withdrawal of special use water from a hydrant additional to the water metered and consumed.

BE IT FURTHER RESOLVED that this Resolution shall take effect and be in force from and after its passage, approval, and posting as required by law, and the rates provided herein shall be applicable with the billing statement received on or about March 1, 2025 (usage from mid-January through mid-February) and every year thereafter.

PASSED AND APPROVED this 19th day of November, 2024.

THE CITY OF WAYNE, NEBRASKA,

By: _____
Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2024-67

A RESOLUTION AMENDING SEWER SERVICE AND USE RATES.

BE IT RESOLVED that the customer service charge shall be a minimum monthly amount based upon the customer's water meter size and the commodity use rate shall be based upon the amount of water metered each month in thousands of gallons or parts thereof; and

BE IT FURTHER RESOLVED, that rural customers shall be charged a customer service charge and commodity rate double the amount of customers in the City; and

BE IT FURTHER RESOLVED by the Mayor and Council of the City of Wayne, Nebraska, that the following Sewer Service and Use Rates are established for all customers pursuant to the Wayne Municipal Code Section 54.08 and Section 54.09:

A. Time period of **January 1, 2025** through **December 31, 2025**:

1. Net Monthly Customer Service Charge

<u>Meter Size</u>	<u>Inside City</u>		<u>Outside (Rural)</u>	
3/4" or les	\$14.00	16.00	\$28.00	32.00
1	20.75	23.75	41.50	47.50
1 1/4	29.25	33.50	58.50	67.00
1 1/2	39.00	44.50	78.00	89.00
2	65.00	74.25	130.00	148.50
3	140.50	160.50	281.00	321.00
4	242.25	226.75	484.50	553.50
6	538.75	615.75	1,077.50	1,231.50

2. Net Monthly Commodity, Use Rate per Thousand Gallons

- (a) Inside City \$ 7.62
- (b) Outside City \$15.25

B. Time period of **January 1, 2026** through **December 31, 2026**:

1. Net Monthly Customer Service Charge

<u>Meter Size</u>	<u>Inside City</u>	<u>Outside (Rural)</u>
3/4" or les	\$ 18.00	\$ 36.00
1	26.75	53.50
1 1/4	37.75	75.50
1 1/2	50.00	100.00
2	83.50	167.00
3	180.50	361.00
4	311.25	622.50
6	692.75	1,385.50

- 2. Net Monthly Commodity, Use Rate per Thousand Gallons
 - (a) Inside City **\$8.00**
 - (b) Outside City **\$16.00**

C. Time period of **January 1, 2027** through **December 31, 2027**:

- 1. Net Monthly Customer Service Charge

<u>Meter Size</u>	<u>Inside City</u>	<u>Outside (Rural)</u>
3/4" or les	\$ 20.00	\$ 40.00
1	29.75	59.50
1 1/4	42.00	84.00
1 1/2	55.50	111.00
2	92.75	185.50
3	200.25	400.50
4	345.50	691.00
6	769.00	1,538.00

- 2. Net Monthly Commodity, Use Rate per Thousand Gallons
 - (a) Inside City **\$ 8.00**
 - (b) Outside City **\$16.00**

BE IT FURTHER RESOLVED that all residential rates shall be based on an average of the water usage during the months of December, January, and February; and

BE IT FURTHER RESOLVED that the sewage contribution of a residential user, who has not established an average for the months of December, January and February, shall be charged, based on proven averages, in the following manner:

Single occupancy - 2,000 gal. per month
 Double or more occupancy - 5,000 gal. per month

BE IT FURTHER RESOLVED that this Resolution shall take effect and be in force from and after its passage, approval, and posting as required by law, and the rates provided herein shall be applicable with the billing statement received on or about March 1, 2025 (usage from mid-January through mid-February) and every year thereafter.

PASSED AND APPROVED this 19th day of November, 2024.

THE CITY OF WAYNE, NEBRASKA,

By: _____
 Mayor

ATTEST:

 City Clerk

RESOLUTION NO. 2024-68

A RESOLUTION AMENDING THE RENTAL AGREEMENT FOR THE USE OF THE FREEDOM PARK SHELTER HOUSE.

WHEREAS, the City Council desires to amend the Rental Agreement for the use of the Freedom Park Shelter House, more specifically to allow the use by the Boys and Girl Scouts to be rent-free and to not have to come before Council for approval; and

WHEREAS, if approved, said rental policy shall become effective upon the passage of this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Wayne, Nebraska, that the Rental Policy for the use of the Freedom Park Shelter House is hereby approved as amended, and a copy is attached hereto and incorporated herein by reference.

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

THE CITY OF WAYNE, NEBRASKA

By _____
Mayor

ATTEST:

City Clerk

FREEDOM PARK SHELTER HOUSE RENTAL POLICY

Reservations: Reservations will be kept by the City Clerk's Office at City Hall, 375-1733 and coordinated with the Park and Recreation Department. Reservations must be made ten (10) business days prior to rental. Any cancellations must be given 48 hours in advance to receive a rental fee refund. Priority will be given to City of Wayne events. The hours of rental shall be from 8:00 a.m. to 9:00 p.m. during the weekdays and weekends. All events, including City sponsored events, shall be scheduled in advance.

Use by Boy/Girl Scout organizations: The Boy and Girl Scouts shall be able to use the facility rent-free and do not have to come before Council for approval. A deposit will still be required.

Capacity: The seating capacity is 64. The parking lot capacity is 30 stalls.

Rental Fees and Deposits: The rental fee and deposit must be paid prior to rental of the facility. Payment can be made in the City Clerk's office on Monday through Friday from 7:30 a.m. to 4:30 p.m. The rental fee is \$100.00 per day. A cleaning/damage deposit of \$150.00 is required from all renters. This deposit will NOT be returned unless all rental requirements are met. The deposit may be picked up at the City Clerk's office on the second business day after rental.

Responsibility: The group renting the building will be responsible for set-up, tear down and clean up of the premises. Anything brought into the Freedom Park Shelter House by the renter shall be removed on that day. There shall be no hangings on the walls. All rules will apply to City employees with no exceptions. Renters shall turn off all lights, including the lights in the bathrooms.

No tobacco products are allowed. Because of potential fire hazards, smoking is prohibited in the building and on the outside property grounds.

**RENTAL AGREEMENT
FOR USE OF THE
FREEDOM PARK SHELTER HOUSE
WAYNE, NEBRASKA**

1. Name of Renter: _____
2. Purpose of Rental: _____
3. Period of Freedom Park Shelter House Use:
 Dates of Use: _____ Day(s) of Week: _____
 Number of Days: _____ Hours of Day: _____
4. Rental Charge: \$ _____ (daily)
 Cleaning Deposit: \$ _____
 Total Charge: \$ _____ (if for several days)

5. RENTAL FEES MUST BE PAID IN ADVANCE

Checks will be made payable to the City of Wayne.

The Undersigned agrees to the terms and conditions set forth herein (including Addendum No. 1 attached hereto), and the City acknowledges receipt of payment of the rental charge specified in Section 4 above.

CITY OF WAYNE, NEBRASKA

By _____

Renter
Address: _____
Telephone: _____

**Freedom Park Shelter House
Clean-Up Checklist**

Date of Rental: _____ Time: _____
Reason: _____

This checklist has been provided for your use in proper clean-up. Each line must be initialed upon completion of the task and signed below by the individual renting the facility. Please return this checklist to the City Clerk's office to secure your deposit refund.

- _____ 1. All tables and chairs will be cleaned off and returned to their respective places.
- _____ 2. All paper and debris shall be picked up and placed in the provided wastepaper baskets. (Garbage bags are to be provided by the renter.)
- _____ 3. All materials brought to the meeting shall be removed.
- _____ 4. All lights, including bathroom lights, shall be turned off upon leaving the meeting room.
- _____ 5. The doors shall be secured.
- _____ 6. All games and equipment will be returned to their respective places.

Renter's Signature