

Council Meetings

October 21, 2025 City Council Meeting

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Building the Best Hometown in America®

ALLIANCE, NEBRASKA
CITY COUNCIL MEETING
Alliance Learning Center
1750 Sweetwater Avenue
October 21, 2025 – 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, Claims and Council Proceedings
Resolution No. 25-132 – Region 23 Hazard Mitigation Plan
Resolution No. 25-133 – Police Department Rifle Purchase
Resolution No. 25-134 – Well #6 & #4 Change Order
Resolution No. 25-135 – Utility and Access Easement Agreement with Quest Corporation

B. Public Hearing – Ordinance No. 3005 – Final Plat Karell Addition

Now is the date, time and place to conduct a public hearing on the Final Plat for a 9.14 acre tract of land described as Part of the Southeast Quarter of the Northeast Quarter of Section 34 and Part of the Southwest Quarter of the Northwest Quarter of Section 35, Township 25 North, Range West of 6th Principal Meridian, Alliance, Box Butte County, Nebraska.

Ordinance No. 3005 – Final Plat Karell Addition – Second Reading

Ordinance No. 3005 is before City Council on second reading, which will approve the Final Plat for Karell Addition, a 9.14 acre tract of land described as Part of the Southeast Quarter of the Northeast Quarter of Section 34 and Part of the Southwest Quarter of the Northwest Quarter of Section 35, Township 25 North, Range West of 6th Principal Meridian, Alliance, Box Butte County, Nebraska.

C. Ordinance No. 3007 - Bicycles, Electric Bicycles, Electric Scooters, Minibikes and Golf Cart Operations and Regulations – Second Reading

Ordinance No. 3007 is before the City Council on second reading, which will approve and amend the City of Alliance Municipal Code Section 26-161 through 26-166 regarding Bicycles, Electric Bicycles, Electric Scooters, Minibikes and Golf Cart operations and regulations.

D. Resolution No. 25-136 – Employer Health Insurance Renewal

Resolution No. 25-136 which will approve the renewal of health insurance with UNUM, Regional Care, Inc. and Symetra as the City of Alliance's Underwriters.

E. Resolution No. 25-137 – Employee Health Insurance Renewal

Resolution No. 25-137 which will approve the employee health insurance renewal for medical, dental, vision and in-lieu benefits.

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

F. Resolution No. 25-138 - Appointment of Interim City Manager(s)

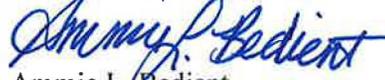
Resolution No. 25-138 which will appoint Shana Brown and Chief Troy Shoemaker to serve as Interim City Manager(s) for the City of Alliance until such time that a full-time City Manager is appointed and begins work.

G. Resolution No. 25-139 – Hiring Recruitment Services for City Manager

Resolution No. 25-139 which will authorize the City of Alliance to enter into a contract of service with Government Professional Services for the amount of \$22,500.00 to provide recruitment services for the position of City Manager for the City Alliance.

▪ **Motion to Adjourn**

Respectfully submitted,



Ammie L. Bedient
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 – October 21, 2025

1. Approval: Minutes of the Regular Meeting, October 7, 2025.
2. 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; \$629,018.63.
3. Approval: Resolution No. 25-132 which will adopt the most recent Region 23 Emergency Management Agency Hazard Mitigation Plan.
4. Approval: Resolution No. 25-133 which will authorize the purchase of fifteen (15) patrol rifles along with the trade-in allowance for eighteen (18) rifles to be accepted from Alex Pro Firearms, LLC in the amount of \$33,075.00 from GL # 01-31-32-59-950.
5. Approval: Resolution No. 25-134 which will approve the Change Order Number 1 for Well #6 and Well #4 Rehabilitation in the amount of \$79,289.76 from GL # 08-52-52-59-970 Capital Outlay – Other Improvements and to adjust the appropriated funds for projects for water line replacement on Hudson from 3rd to 5th and on Laramie from 1st to 4th to accommodate the cost of this change order.
6. Approval: Resolution No. 25-135 which will approve the easement agreement between the City of Alliance and Quest Corporation d/b/a Century Link QC.

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.

October 7, 2025

ALLIANCE CITY COUNCIL

REGULAR MEETING, TUESDAY, OCTOBER 7, 2025

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

The Alliance City Council met in a Regular Meeting, October 7, 2025 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 October 1, 2025. 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 McGhehey opened the October 7, 2025 regular meeting of the Alliance, Nebraska City Council at 7:00 p.m. Present were Mayor McGhehey, Vice Mayor Mashburn and Council Members Turman, and Yates. Also present were City Manager Sorensen, City Treasurer Baker, City Attorney Selzer and City Clerk Bedient.

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

CONSENT CALENDAR – October 7, 2025

1. Approval: Minutes of the Regular Meeting, September 16, 2025, Special Meeting, September 18, 2025 and Special Meeting, September 23, 2025.
2. Approval: Payroll from October 3, 2025 in the total amount of \$382,385.74.
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; \$1,410,021.70.

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4. Approval: Cemetery Certificate for Reza, Carlos D.
5. Approval: Resolution No. 25-126 which will accept Councilman Weisgerber's Resignation.
6. Approval: Resolution No. 25-127 which will authorize the Mayor to execute the Amendment No. 1 to Contract No. 14-RMR-2546 with Western Area Power Administration.
7. Approval: Resolution No. 25-128 which will authorize the purchase of six (6) mobile radios and two (2) dispatch radios from Motorola Solutions in the amount of \$81,008.98 from GL # 01-31-32-59-950 Capital Outlay Mach., Equip..
8. Approval: Resolution No. 25-129 which will approve the purchase of a John Deere 624-P Wheel Loader from Murphy Tractor & Equipment Co., of Gering, Nebraska in the amount of \$274,250.00 from GL # 24-41-41-59-950.

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.

Councilman Turman requested that the Western Area Power Administration (WAPA) representative provide an overview of the WAPA Agreement Amendment No. 1.

Parker Wicks, the representative from Western Area Power Administration appeared before the Council and presented an overview of the Agreement Amendment No. 1.

Councilman Turman had questions for Public Works Director Grant regarding Resolution No. 25-129. He asked whether the purchase would replace existing equipment and how many bids were received.

Public Works Director Grant responded that the purchase would replace the existing Streets Department Wheel Loader and that it was a Sourcewell, not through a bid process.

Councilman Turman asked if the existing attachments would work with the new Wheel Loader.

Public Works Director Grant responded yes that existing attachments would work on new Wheel Loader.

Mayor McGhehey wanted to thank Council Weisgerber for his time serving on the Alliance City Council.

Roll call vote with the following results:

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Voting Aye: Yates, Turman, Mashburn and McGhehey.

Voting Nay: None.

Motion carried.

- The next item on the agenda for Council was the second reading of Ordinance No. 3006 which will approve and amend the City of Alliance Municipal Code Section 26-52, titled *School Zones*. The amendment will allow for speed limits within all school zones, which shall be 15 miles per hour between the hours of 7:00 a.m. and 5:00 p.m. when school is in session, with the exception of school zones on Box Butte Avenue and East 10th Street, which shall be 20 miles per hour between the hours of 7:00 a.m. and 5:00 p.m. when school is in session. The following information was provided:

[ORDINANCE – Municipal Code Amendment Chapter 26-52, School Zones

Due to later dismissal times related to the four-day school week, the Alliance Police Department is recommending an adjustment to school zone times, extending the duration on school days by one hour. In addition, we are requesting to lower the school zone speed limit to 15MPH, except for school zones on Box Butte Ave and East 10th St., which will remain 20MPH. After discussion with the SRO and other staff, it was decided that maintaining school zone speed limits for the duration of the entire school day was best. This allows for slower speeds as students and staff come and go from the schools due to lunch, physical education and other activities.

Sec. 26-52. - School zones.

(a)The school zones are described as follows:

(1)Alliance Middle School, Alliance High School and St. Agnes Academy: Box Butte Avenue from the north line of Tenth Street to the north line of Sixteenth Street; Laramie Avenue from the north line of Tenth Street to the north line of Fourteenth Street; Cheyenne Avenue from the north line of Tenth Street to the north line of Sixteenth Street; Big Horn Avenue from the north line of Tenth Street to the south line of Sixteenth Street; Eleventh Street from the east line of Box Butte Avenue to the west line of Laramie and the from the east line of Toluca Avenue to the east line of Cheyenne; Twelfth Street from the west line of Big Horn Avenue to the east line of Box Butte Avenue; Fourteenth Street from the west line of Big Horn Avenue to the east line of Box Butte Avenue; and Sixteenth Street from the east line of Box Butte Avenue to the west line of Cheyenne Avenue.

(2)Emerson Elementary School: Dakota Avenue from the south line of Sixth Street to the south line of Ninth Street; Colorado Avenue from the south line of Eighth Street to the south line of Ninth Street; Black Hills Avenue from the south line of Sixth Street to the south line of Ninth Street, Sixth Street from the west line of Platte Avenue to the west line of Dakota Avenue; Seventh Street from the west line of Platte Avenue to the west line of Dakota Avenue.

(3)Grandview Elementary School: Potash Avenue and Grand Avenue from the north line of Fifth Street to the north line of Seventh Street; from the east line of

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Mississippi Avenue to the west line of Hudson Avenue; and Seventh Street from the east line of Mississippi Avenue to the west line of Hudson Avenue.

(4) Little Angels Emanuel Lutheran School: Tenth Street from the west line of Block 1 of the YMCA Addition to the west line of Lot 4 of the Leo Rosa 2nd Addition.

(b) The speed limit within all school zones shall be 20 miles per hour between the hours of 7:00 a.m. and 4:00 p.m. when school is in session.

(4) (b) to be revised as follows:

(b)

The speed limit within all school zones shall be 15 miles per hour between the hours of 7:00 a.m. and 5:00 p.m. when school is in session, with the exception of school zones on Box Butte Ave and East 10th St. which shall be 20 miles per hour between the hours of 7:00 a.m. and 5:00 p.m. when school is in session.]

A motion was made by Councilman Turman, seconded by Vice Mayor Mashburn to approve the second reading of Ordinance No. 3006. Which follows in its entirety:

Ordinance No. 3006

AN ORDINANCE OF THE CITY OF ALLIANCE, NEBRASKA AMENDING SECTION 26-52 OF THE ALLIANCE MUNICIPAL CODE TO PROVIDE THAT THE SPEED LIMIT WITHIN ALL SCHOOL ZONES SHALL BE 15 MILES PER HOUR BETWEEN THE HOURS OF 7:00 A.M. AND 5:00 P.M. WHEN SCHOOL IS IN SESSION, WITH THE EXCEPTION OF SCHOOL ZONES ON BOX BUTTE AVE AND EAST 10TH ST. WHICH SHALL BE 20 MILES PER HOUR BETWEEN THE HOURS OF 7:00 A.M. AND 5:00 P.M. WHEN SCHOOL IS IN SESSION; REPEALING EXISTING PROVISIONS OF THE CITY CODE NOT CONSISTENT WITH THIS ORDINANCE; AND PROVIDING FOR AN EFFECTIVE DATE.

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

SECTION 1. Section 26-52 of the Alliance Municipal Code is amended as follows:

Sec. 26-52. School zones.

(a) The school zones are described as follows:

(1) Alliance Middle School, Alliance High School and St. Agnes Academy: Box Butte Avenue from the north line of Tenth Street to the north line of Sixteenth Street; Laramie Avenue from the north line of Tenth Street to the north line of Fourteenth Street; Cheyenne Avenue from the north line of Tenth Street to the north line of Sixteenth Street; Big Horn Avenue from the north line of Tenth Street to the south line of Sixteenth Street; Eleventh Street from the east line of Box Butte Avenue to the west line of Laramie and the from the east line of Toluca Avenue to the east line of Cheyenne; Twelfth Street from the west line of

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Big Horn Avenue to the east line of Box Butte Avenue; Fourteenth Street from the west line of Big Horn Avenue to the east line of Box Butte Avenue; and Sixteenth Street from the east line of Box Butte Avenue to the west line of Cheyenne Avenue.

(2) Emerson Elementary School: Dakota Avenue from the south line of Sixth Street to the south line of Ninth Street; Colorado Avenue from the south line of Eighth Street to the south line of Ninth Street; Black Hills Avenue from the south line of Sixth Street to the south line of Ninth Street, Sixth Street from the west line of Platte Avenue to the west line of Dakota Avenue; Seventh Street from the west line of Platte Avenue to the west line of Dakota Avenue.

(3) Grandview Elementary School: Potash Avenue and Grand Avenue from the north line of Fifth Street to the north line of Seventh Street; from the east line of Mississippi Avenue to the west line of Hudson Avenue; and Seventh Street from the east line of Mississippi Avenue to the west line of Hudson Avenue.

(4) Little Angels Emanuel Lutheran School: Tenth Street from the west line of Block 1 of the YMCA Addition to the west line of Lot 4 of the Leo Rosa 2nd Addition.

(b) The speed limit within all school zones shall be 15 miles per hour between the hours of 7:00 a.m. and 5:00 p.m. when school is in session, with the exception of school zones on Box Butte Ave and East 10th St. which shall be 20 miles per hour between the hours of 7:00 a.m. and 5:00 p.m. when school is in session.

SECTION 2. All ordinances, parts of ordinances, resolutions, and policies of the City of Alliance in conflict with this ordinance are hereby repealed.

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

Marvin Wilcox, 2383 Rainbow Acres, Alliance, Nebraska, appeared before the Council with suggestions regarding the school zone located on East 10th Street. He expressed concerns about speeding trucks in the area and suggested changes to the start and end times of the school zone, as well as the possible installation of flashing lights on the signs.

Mayor McGhehey requested that City Manager Sorensen contact Police Chief Leavitt to increase enforcement around the East 10th Street school zone.

Roll call vote with the following results:

Voting Aye: Mashburn, Yates, Turman and McGhehey.

Voting Nay: None.

Motion carried.

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A motion was made by Councilman Turman, seconded by Vice Mayor Mashburn to suspend the statutory rule requiring three separate readings of Ordinance No. 3006.

Roll call vote with the following results:

Voting Aye: Turman, Mashburn, Yates and McGhehey.

Voting Nay: None.

Motion carried.

Mayor McGhehey stated, "the passage and adoption of Ordinance No. 3006 has concurred by majority of all members elected to the Council, I declare it passed, adopted and order it published."

- The next item on the agenda for Council was the second reading of Ordinance 3007 which will approve and amend the City of Alliance Municipal Code Section 26-161 through 26-166 regarding Bicycles, Electric Bicycles, Electric Scooters, Minibikes and Golf Cart operations and regulations. The following information was provided:

[Bicycle Ordinance

Bicycles, electronic bicycles, and electronic scooters have become prevalent in Alliance. The police department has received numerous complaints about unsafe actions involving these modes of transportation. This ordinance will codify safety practices, outline prohibited practices and provide a means of enforcement for law enforcement as it pertains to bicycles, electronic bicycles and electronic scooters. This ordinance also states that mini-bikes, dirt bikes and similar vehicles are prohibited on public streets at all times. The Alliance Police Department requests council approval of this ordinance.]

A motion was made by Vice Mayor Mashburn, seconded by Councilman Yates to approve the second reading of Ordinance No. 3007. Which follows in its entirety:

Ordinance No. 3007

AN ORDINANCE OF THE CITY OF ALLIANCE, NEBRASKA AMENDING THE ALLIANCE MUNICIPAL CODE RELATING TO BICYCLES, ELECTRIC BICYCLES, ELECTRIC SCOOTERS, MINIBIKES AND GOLF CART VEHICLES; ADDING SECTIONS RELATING TO THEIR DEFINITION, OPERATION AND REGULATION; REPEALING EXISTING PROVISIONS OF THE CITY CODE NOT CONSISTENT WITH THIS ORDINANCE; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF ALLIANCE, NEBRASKA WHICH DETERMINES THIS ORDINANCE IS NECESSARY IN THE INTEREST OF PUBLIC SAFETY:

Section 1. Section 26-161 through 26-166 of the Alliance Municipal Code are amended to provide as follows:

“Sec. 26-161. DEFINITIONS OF BICYCLE, MINIBIKE, AND ELECTRIC BICYCLE.

- (a) Bicycle shall mean every device propelled solely by human power, on which any person may ride, having two, three, or four wheels, any one or more of which being more than 14 inches in diameter.
- (b) Minibike shall mean a two-wheel vehicle motor vehicle that:
 - (i) has a total wheel and tire diameter of less than 14 inches;
 - (ii.) has an engine capacity of less than 45 cubic centimeters displacement;
 - (iii) has an engine power output of less than 3 horsepower;
 - (iv) has an engine capacity of less than 2,238 watts; or
 - (v) was primarily designed by the manufacturer of off-road use only.

A minibike shall not include an electric personal assistive mobility device.

- (c) Electric bicycle shall mean a device with the following components:
 - (i) two, three or four wheels;
 - (ii) a saddle or seat for the rider;
 - (iii) fully operative pedals for propulsion by human power;
 - (iv) an electric motor not exceeding seven hundred fifty watts of power that produces no more than one brake horse power, is capable of propelling the bicycle at a maximum designed speed of no more than twenty eight miles per hour on level ground, only provides power when the rider is pedaling and does not provide power if the electric bicycle is traveling at a speed of more than twenty eight miles per hour; and

An electric bicycle does not include electric personal assistive mobility devices.

- (d) Electric scooter means a device weighing less than 100 pounds with two, three or four wheels, handle bars and a floorboard that can be stood upon while riding, powered by an electric motor, but does not include electric personal assistive mobility devices.

Sec. 26-162. Operation

Any Person who operates a bicycle, electric bicycle, or electric scooter upon any streets or public ways within the City shall have all the rights and shall be subject to all of the duties applicable to the driver of a vehicle under the Nebraska rules of road, except as otherwise provided in this Municipal Code.

Sec. 26-163. Prohibited Acts.

- (a) Any person who rides a bicycle or electric bicycle shall not ride, other than upon or astride a permanent and regular seat attached thereto.

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- (b) Any person who rides a bicycle, electric bicycle, or electric scooter shall not remove his or her feet from the pedals or floorboard and shall have at least one hand on all handlebars at all times.
- (c) Any person who operates a bicycle, electric bicycle, or electric scooter shall not carry a package, bundle or article that prevents such operator from keeping at least one hand upon the handlebars.
- (d) No bicycle, electric bicycle, or electric scooter shall be used to carry more persons at one time, other than the number for which it is designed and equipped.
- (e) Any person who rides upon a bicycle, electric bicycle, or electric scooter shall not attach himself, herself, or the bicycle, electric bicycle, or electric scooter to any vehicle upon a street.

Sec. 26-164. General Rules.

- (a) Any person who operates a bicycle, electric bicycle, or electric scooter upon the streets or public ways at less than the normal speed of traffic at the time and place under conditions then existing shall ride as near to the right-hand curb or the right-hand edge of the street as practical, except when overtaking and passing another bicycle, electric bicycle, electric scooter or vehicle proceeding in the same direction, or preparing for a left-hand turn onto a private street or driveway or an intersection. If it is necessary to avoid conditions that make it unsafe to continue along the right-hand curb or right-hand edge of the street, a person riding a bicycle, electric bicycle or electric scooter may move to the left, if required.
- (b) A person riding a bicycle, electric bicycle, or electric scooter on a sidewalk or across a street or shoulder in a crosswalk shall have all the rights and duties applicable to a pedestrian under the same circumstances but shall yield the right-of-way to pedestrians. Every person who rides a bicycle, electric bicycle or scooter shall have the duty to exercise reasonable care.

Sec. 26-165. Equipment on Bicycles, Electric Bicycles, Lights and Brakes.

- (a) When in use at nighttime, a bicycle or electric bicycle shall be equipped with a light visible from a distance of at least 500 feet to the front on a clear night and with a red reflector on the rear of a type which is approved by the Department of Motor Vehicles and which is visible on a clear night from all distances between 100 feet and 600 feet to the rear when directly in front of a lawful lower beam of headlights from a motor vehicle. A red light visible from a distance of 500 feet to the rear may be used in addition to such red reflector. An electric scooter shall not be used at nighttime within the City.
- (b) A bicycle or electric bicycle used on a street shall be equipped with a brake or brakes which will enable the operator to stop the bicycle within 25-feet of braking when moving at a speed of 10 miles per hour on dry, level, clean pavement.

Sec. 26-166. Minibikes, off road use only, emergencies and parades.

Minibikes, go-carts, riding lawn mowers, garden tractors and snow mobiles, and all off road designed vehicles shall not be operated on any streets or public ways within the City, except during

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any public emergency or while being used in parades by the City or regularly organized units of a recognized charitable, social, education or community service organization.”

Section 2. Section 26-189 of the Alliance Municipal Code is now amended to provide as follows:

“Sec. 26-189. Golf Car Vehicles; Operation; Restrictions.

- (a) Golf car vehicle means a vehicle that has at least four wheels, has a maximum level ground speed of less than twenty miles per hour, has a maximum payload capacity of 1,200 pounds, has a maximum gross vehicle weight of 2,500 pounds, has a maximum passenger capacity of not more than four persons, and is designed and manufactured for operation on a golf course for sporting and recreational purposes, and is not being operated within the boundaries of a golf course.
- (b) Street means a public way for a purpose of vehicular travel, including the entire area within the right-of-way, but does not include parks.
- (c) A golf cart vehicle may only be operated within the City between sunrise and sunset and only on streets with a posted speed limit of thirty-five miles per hour or less. A golf cart vehicle shall not be operated at a speed in excess of twenty miles per hour. A golf cart vehicle may only be operated within the City if the golf cart vehicle has headlights, taillights, and turn signals. When operating a golf cart vehicle, as authorized in this section, the golf cart vehicle shall be equipped with a bicycle safety flag which extends not less than 5 feet above the ground, attached to the rear of such vehicle. The bicycle safety flag shall be triangular in shape, with an area of not less than thirty square inches and shall be day-glow color.
- (d) Any person operating a golf cart vehicle within the City shall have a valid Class O Operator’s License and shall have liability insurance coverage for the golf-cart vehicle according to state law while operating the golf cart vehicle on a street or public way. The person operating the golf cart vehicle shall provide proof of such insurance coverage to a peace officer, within five days of such request.
- (e) Any person operating a golf cart vehicle within the City shall obtain a permit from the Alliance Police Department. Application for said permit shall be on a form provided by the Alliance Police Department and a permit fee of twenty-five dollars shall accompany the completed application form.
- (f) Golf cart vehicles may be operated without complying with sections (c) and (d) of this section on streets in parades which have been authorized by the State of Nebraska or any department, board, commission, or political subdivision of the state.
- (g) A golf cart vehicle shall not be operated at any time, on any state or federal highway, but may be operated on such highway in order to cross a portion of the highway system which intersects a street or public way within the City.
- (h) A crossing of a highway shall be permitted by a golf cart vehicle only if:
 - (i) the crossing is made at an angle of approximately ninety degrees to the direction of the highway, and at a place where no obstruction prevents a quick and safe crossing;

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(ii) the golf cart vehicle is brought to a complete stop before crossing the shoulder or roadway of the highway;

(iii) the operator yields the right-of-way to all oncoming traffic that constitutes an immediate potential hazard; and

(iv) when crossing a divided highway, the crossing is made only at an intersection of such highway with a street.”

Section 3. All prior sections of the Alliance Municipal Code, and all other Ordinances and parts of Ordinances in conflict herewith are repealed, and the Alliance Municipal Code is amended as provided in this Ordinance. Provided, however, this Ordinance shall not be construed to affect any rights or duties existing at the time this Ordinance becomes effective.

Section 4. This Ordinance shall be in full force and effect from and after its approval, passage, and publication according to law.

Councilman Turman stated he would like the language cleaned up in Section 26-126.

Vice Mayor Mashburn asked, other than defining the ordinance, what the intent of the ordinance was.

City Attorney Selzer stated that the purpose of the ordinance is to establish prohibitions.

Mayor McGhehey asked the City Attorney if he had worked with Police Chief Leavitt regarding the ordinance.

City Attorney Selzer confirmed that he had worked with Police Chief Leavitt.

Nancy Leisy, 300 31st Terrace, Alliance, Nebraska, addressed the Council regarding the differences between classes of electric bikes. She noted that some electric bikes are larger than what should be allowed on the trails, suggested adding signage along the trails, and recommended that golf carts mirror the same restrictions as UTVs.

City Attorney Selzer requested guidance from the Council on how they would like to proceed with the ordinance.

Mayor McGhehey requested that staff research the different classes of electric bikes and stated that high-powered electric bikes should not be allowed on the trails or paths.

Terry Starke, 1011 Emerson Avenue, Alliance, Nebraska, addressed the Council and suggested implementing age restrictions for riders without helmets, mirroring Department of Motor Vehicles regulations.

Dennis Meng, 1316 Toluca Avenue, Alliance, Nebraska, expressed concerns about allowing UTVs to operate on 3rd Street.

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Mayor McGhehey informed Mr. Meng that the ordinance under discussion does not pertain to UTVs.

Roll call vote with the following results:

Voting Aye: Yates, Turman, Mashburn and McGhehey.

Voting Nay: None.

Motion carried.

● The next item on the agenda for Council was Resolution No. 25-117 which will approve the Plan and Project for Wildflower Haven, LLC at 424 Mississippi Avenue which has been determined that the Plan meets the requirements of Section 18-2155(2) of the Community Development Law and is consistent with the City's Comprehensive Plan.

A motion was made by Mayor McGhehey, seconded by Vice Mayor Mashburn to approve the Resolution No. 25-117 Which follows in its entirety:

RESOLUTION NO. 25-117

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

Recitals:

a. On April 15, 2025, the City Council elected, by Resolution 25-50, to allow expedited reviews of redevelopment plans that meet the requirements in Section 18-2155(2) of the Community Development Law (NEB. REV. STAT. § 18-2101 *et seq.*).

b. Wildflower Haven, LLC (the "Redeveloper") has submitted an Application for Expedited Review of Community Redevelopment Plan (the "Plan") for the *424 Mississippi Avenue Project* (the "Project"), dated June 6, 2025. The Redeveloper has paid the application fee for the Plan.

c. The Plan proposes to redevelop an area of the City that the City Council has declared to be blighted and substandard and in need of redevelopment. The Plan includes the use of tax increment financing.

d. The City Manager or designee has conducted an expedited review of the Plan, determined that the Plan meets the requirements of Section 18-2155(2) of the Community Development Law, and recommended approval of the Plan.

Resolved:

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1. The City Council has determined that the Plan meets the requirements of Section 18-2155(2) of the Community Development Law and is consistent with the City's Comprehensive Plan.
2. The City Council approves the Plan and the Project.
3. The City Manager and designees and the Community Redevelopment Authority are authorized and directed to execute such documents and take such further actions as are necessary to carry out the purposes and intent of this Resolution and the Plan according to Section 18-2155 of the Community Development Law.
4. This Resolution shall become effective immediately upon its adoption.

Mayor McGhey announced that the City of Alliance has received a Conflict-of-Interest Statement from Councilman Yates regarding Resolution No. 25-117.

Roll call vote with the following results:

Voting Aye: Turman, Mashburn and McGhehey.

Voting Nay: None.

Abstaining: Yates.

Motion carried.

- The next item on the agenda for Council was Resolution No. 25-118 which will approve the Plan and Project for Wildflower Haven, LLC at 507 Toluca Avenue which has been determined that the Plan meets the requirements of Section 18-2155(2) of the Community Development Law and is consistent with the City's Comprehensive Plan.

A motion was made by Councilman Turman, seconded by Vice Mayor Mashburn to approve the Resolution 25-118. Which follows in its entirety:

RESOLUTION NO. 25-118

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

Recitals:

- a. On April 15, 2025, the City Council elected, by Resolution 25-50, to allow expedited reviews of redevelopment plans that meet the requirements in Section 18-2155(2) of the Community Development Law (NEB. REV. STAT. § 18-2101 *et seq.*).

October 7, 2025

b. Wildflower Haven, LLC (the “Redeveloper”) has submitted an Application for Expedited Review of Community Redevelopment Plan (the “Plan”) for the *507 Toluca Avenue Project* (the “Project”), dated June 6, 2025. The Redeveloper has paid the application fee for the Plan.

c. The Plan proposes to redevelop an area of the City that the City Council has declared to be blighted and substandard and in need of redevelopment. The Plan includes the use of tax increment financing.

d. The City Manager or designee has conducted an expedited review of the Plan, determined that the Plan meets the requirements of Section 18-2155(2) of the Community Development Law, and recommended approval of the Plan.

Resolved:

1. The City Council has determined that the Plan meets the requirements of Section 18-2155(2) of the Community Development Law and is consistent with the City’s Comprehensive Plan.
2. The City Council approves the Plan and the Project.
3. The City Manager and designees and the Community Redevelopment Authority are authorized and directed to execute such documents and take such further actions as are necessary to carry out the purposes and intent of this Resolution and the Plan according to Section 18-2155 of the Community Development Law.
4. This Resolution shall become effective immediately upon its adoption.

Mayor McGhey announced that the City of Alliance has received a Conflict-of-Interest Statement from Councilman Yates regarding Resolution No. 25-118.

Roll call vote with the following results:

Voting Aye: Mashburn, Turman, and McGhehey.

Voting Nay: None.

Abstaining: Yates.

Motion carried.

- The next item on the agenda for Council was Resolution No. 25-119 which will approve the Plan and Project for Christina and Scott Yates at 820 Missouri Avenue which has been determined that the Plan meets the requirements of Section 18-2155(2) of the Community Development Law and is consistent with the City’s Comprehensive Plan.

October 7, 2025

A motion was made by Vice Mayor Mashburn, seconded by Councilman Turman to approve the Resolution No. 25-119. Which follows in its entirety:

RESOLUTION NO. 25-119

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

Recitals:

a. On April 15, 2025, the City Council elected, by Resolution 25-50, to allow expedited reviews of redevelopment plans that meet the requirements in Section 18-2155(2) of the Community Development Law (NEB. REV. STAT. § 18-2101 *et seq.*).

b. Christina and Scott Yates (the “Redevelopers”) have submitted an Application for Expedited Review of Community Redevelopment Plan (the “Plan”) for the *820 Missouri Avenue Project* (the “Project”), dated June 6, 2025. The Redevelopers have paid the application fee for the Plan.

c. The Plan proposes to redevelop an area of the City that the City Council has declared to be blighted and substandard and in need of redevelopment. The Plan includes the use of tax increment financing.

d. The City Manager or designee has conducted an expedited review of the Plan, determined that the Plan meets the requirements of Section 18-2155(2) of the Community Development Law, and recommended approval of the Plan.

Resolved:

1. The City Council has determined that the Plan meets the requirements of Section 18-2155(2) of the Community Development Law and is consistent with the City’s Comprehensive Plan.

2. The City Council approves the Plan and the Project.

3. The City Manager and designees and the Community Redevelopment Authority are authorized and directed to execute such documents and take such further actions as are necessary to carry out the purposes and intent of this Resolution and the Plan according to Section 18-2155 of the Community Development Law.

4. This Resolution shall become effective immediately upon its adoption.

Mayor McGhey announced that the City of Alliance has received a Conflict of Interest Statement from Councilman Yates regarding Resolution No. 25-119.

Roll call vote with the following results:

October 7, 2025

Voting Aye: Turman, Mashburn and McGhehey.

Voting Nay: None.

Abstaining: Yates

Motion carried.

- The next item on the agenda for Council was Resolution No. 25-130 which will formally accept the resignation of City Manager Sorensen with a final employment of October 31, 2025.

A motion was made by Mayor McGhehey, seconded by Councilman Turman to approve the Resolution No. 25-130. Which follows in its entirety:

Resolution No. 25-130

WHEREAS, the City of Alliance, Nebraska (the “City”) has appointed Seth Sorensen (“Sorensen”) as the City Manager of the City; and;

WHEREAS, Sorensen tendered his resignation to the City Council of the City on October 1, 2025; and

WHEREAS, the Alliance City Council determines that it is in the best interests of the City to accept Sorensen’s resignation;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Alliance, Nebraska, that the resignation of Sorensen as City Manager is accepted, that the last day of appointment and employment for Sorensen shall be October 31, 2025.

Mayor McGhehey thanked City Manager for his time serving as the City Manager of the City of Alliance.

Roll call vote with the following results:

Voting Aye: Yates, Turman, Mashburn and McGhehey.

Voting Nay: None.

Motion carried.

- The next item on the agenda for Council was Resolution No. 25-131 which will accept and approve the amended fees to the Alliance Police Department Fee Schedule.

October 7, 2025

A motion was made by Councilman Yates, seconded by Vice Mayor Mashburn to approve the Resolution No. 25-131. Which follows in its entirety:

RESOLUTION NO. 25-131

WHEREAS, The City of Alliance oversees and operates the Alliance Police Department;
and

WHEREAS, There is a need to increase Dog/Cat Licenses, Bicycle Licenses, Copies, Gun Permits, IPT (Parking Ticket), Faxes, Animal Adoption Fees, Tow Impound Fees, Daily Impound Fees and Shelter Fees; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Alliance, Nebraska, that Alliance Police Department Fee Schedule to take effect November 1, 2025 shall be as follows:

1 Year Dog/Cat License (Altered)	\$8.00
1 Year Dog/Cat License (Intact)	\$12.00
2 Year Dog/Cat License (Altered)	\$14.00
2 Year Dog/Cat License (Intact)	\$22.00
Bicycle License	FREE
Copies	\$3.00 Mailed \$5.00 Over 10 Pages \$0.25 Per Page
Gun Permit	\$10.00
IPT (Parking Ticket)	N/A Handled at Courthouse
Fax	First Page \$4.00 Over 1 Page \$0.50 Per Page
Animal Adoption	Cat \$50.00 Dog \$100.00
Tow Impound	Varies – Subject to Amount of Tow Bill
Daily Impound	\$20.00
Shelter Fee Chart	\$10.00 Per Day

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Initial Pickup	\$50.00
1 Day	\$60.00
2 Days	\$70.00
3 Days	\$80.00
4 Days	\$90.00
5 Days	\$100.00
6 Days	\$110.00
7 Days	\$120.00
10 Day Quarantine	\$250.00

Vice Mayor Mashburn noted she had contacted Police Chief Leavitt, who was unable to attend, to ask when the fees were last evaluated. Police Chief Leavitt responded that the fees have not increased in over 20 years.

Roll call vote with the following results:

Voting Aye: Mashburn, Yates, Turman and McGhehey.

Voting Nay: None.

Motion carried.

- The next item on the agenda was the Proposed Referendum which will discuss a potential referendum on the Property Tax Request (Resolution No. 25-124) and the 2025-26 Budget Ordinance (Ordinance No. 3003) and authorize the City Attorney to seek a declaratory judgment on behalf of the City to determine whether the Resolution and Ordinance are subject to referendum.

A motion was made by Councilman Turman, seconded by Vice Mayor Mashburn authorizing the City Attorney to seek a declaratory judgment on behalf of the City.

Karen Trussell, 1117 Meadowlark Avenue, Alliance, Nebraska, addressed the City Council with a statement regarding the Referendum.

Roll call vote with the following results:

Voting Aye: Yates, Turman, Mashburn, and McGhehey.

Voting Nay: None.

Motion carried.

- The next item on the agenda will discuss and direct staff on how to proceed with filling the upcoming vacancy of the City Manager.

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Mayor McGhehey stated the Council needs to decide whether to conduct the search for a new City Manager internally or hire an external firm.

Councilman Turman stated the Council should take its time filling the vacancy and recommended using an external firm but preferred a hybrid approach so the Council could remain involved in the process.

Councilman Yates agreed with Councilman Turman.

Vice Mayor Mashburn also expressed support for a hybrid search.

Mayor McGhehey stated he was leaning toward utilizing a recruitment firm.

Councilman Turman stated he would like to see applications accepted from local candidates.

Mayor McGhehey directed staff to begin the process of engaging a recruitment firm.

Mayor McGhehey further stated that the Council needs to determine how to appoint an Interim City Manager, whether from internal staff or an external candidate.

Councilman Turman suggested first considering current department heads, noting this could demonstrate confidence in internal leadership, and added that hiring externally could be costly.

Councilman Yates asked how long the process had taken previously.

Mayor McGhehey responded that it typically takes three to six months.

Vice Mayor Mashburn stated she would prefer a department head serve as Interim City Manager but would not want to pressure anyone into the role.

Councilman Yates expressed concern about placing additional stress on department heads.

Mayor McGhehey asked if the Council was comfortable with him working with City Manager Sorensen to identify an Interim City Manager.

Denise Yocum, a citizen, addressed the Council and inquired whether City Manager Sorensen's professional dues would follow him upon his departure or transfer to the next City Manager.

Mayor McGhehey clarified that those dues would transfer to the next City Manager.

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Brent Ferguson, 2830 Laramie Drive, Alliance, Nebraska, addressed the Council and asked whether the City could transition from a City Manager form of government to a Mayor-led form of government.

The Alliance City Council adjourned the October 7, 2025 City Council Meeting at 8:09 p.m.

(SEAL)

John McGhehey, Mayor

Ammie L. Bedient, 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

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					
01-0000-03346 Clearing	General Fund				
FIRSTBANK CARD	PAID BY OTHER(FOUNDATION)	O'CONNOR 09	09/15/2025	512.26	
01-0000-23321 Sales Tax Payable	General Fund				
NE DEPT OF REVENUE - SALES	SALES & USE TAX - ADMIN	SEPTEMBER-	10/10/2025	22.97	10/10/2025
01-0000-23321 Sales Tax Payable	General Fund				
NE DEPT OF REVENUE - SALES	SALES & USE TAX - POOL	SEPTEMBER-	10/10/2025	43.13	10/10/2025
01-0000-23321 Sales Tax Payable	General Fund				
NE DEPT OF REVENUE - SALES	SALES & USE TAX - CARHENG	SEPTEMBER-	10/10/2025	791.07	10/10/2025
Total :				1,369.43	
Total :				1,369.43	
01-10-10-44-499 ACE Community Support	General Fund	City Council	City Council		
ALLIANCE TIMES HERALD	CLEANUP AD	151330	08/20/2025	126.92	
01-10-10-45-511 Office Supplies	General Fund	City Council	City Council		
BERNIES ACE HARDWARE	CONN PLGS 10PK	325251	09/18/2025	10.99	
01-10-10-45-511 Office Supplies	General Fund	City Council	City Council		
PRINT EXPRESS	YATES BUSINESS CARDS	84820	09/30/2025	57.00	
01-10-10-45-526 Other Supplies	General Fund	City Council	City Council		
FIRSTBANK CARD	BUDGET WORKSHOP DONUTS	BEDIENT 9/25	09/26/2025	7.99	
01-10-10-45-526 Other Supplies	General Fund	City Council	City Council		
STEPH'S STUDIO, INC.	YATES CITY COUNCIL PICTURE	209135520	09/26/2025	89.00	
Total City Council:				291.90	
Total City Council:				291.90	
01-11-11-42-294 Conferences, Cont Education	General Fund	City Administration	City Administration		
FIRSTBANK CARD	ANNUAL CONFERENCE FUEL	BEDIENT 9/25	09/26/2025	116.14	
01-11-11-42-294 Conferences, Cont Education	General Fund	City Administration	City Administration		
FIRSTBANK CARD	ANNUAL CONFERENCE MEALS	BEDIENT 9/25	09/26/2025	59.59	
01-11-11-42-294 Conferences, Cont Education	General Fund	City Administration	City Administration		
VOYAGER FLEET SYSTEMS INC	FUEL	869456715254	10/01/2025	24.17	
01-11-11-44-423 Database Subscriptions	General Fund	City Administration	City Administration		
FIRSTBANK CARD	TEAM ALERT SUBSCRIPTION	SORENSEN 09	10/13/2025	104.64	
01-11-11-44-431 Legal, Public Notices	General Fund	City Administration	City Administration		
ALLIANCE TIMES HERALD	LEGAL-MISC	151329	10/03/2025	50.59	
01-11-11-44-431 Legal, Public Notices	General Fund	City Administration	City Administration		
ALLIANCE TIMES HERALD	LEGAL-MISC	151324	09/24/2025	51.54	
01-11-11-44-431 Legal, Public Notices	General Fund	City Administration	City Administration		
ALLIANCE TIMES HERALD	ORDINANCES	151326	09/24/2025	177.75	
01-11-11-44-431 Legal, Public Notices	General Fund	City Administration	City Administration		
ALLIANCE TIMES HERALD	COUNCIL PROCEEDINGS	151322	09/24/2025	12.73	
01-11-11-44-431 Legal, Public Notices	General Fund	City Administration	City Administration		
ALLIANCE TIMES HERALD	COUNCIL PROCEEDINGS	151331	09/24/2025	12.73	
01-11-11-44-431 Legal, Public Notices	General Fund	City Administration	City Administration		
ALLIANCE TIMES HERALD	NOTICE OF MEETING	151327	10/01/2025	8.48	
01-11-11-44-431 Legal, Public Notices	General Fund	City Administration	City Administration		
ALLIANCE TIMES HERALD	COUNCIL PROCEEDINGS	151325	09/24/2025	98.32	
01-11-11-44-431 Legal, Public Notices	General Fund	City Administration	City Administration		
ALLIANCE TIMES HERALD	LEGAL-MISC	151323	09/24/2025	76.54	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
01-11-11-44-431 Legal, Public Notices	General Fund	City Administration	City Administration		
ALLIANCE TIMES HERALD	LEGAL-MISC	151328	10/01/2025	11.45	
01-11-11-44-436 Mail, Delivery Services	General Fund	City Administration	City Administration		
QUADIENT FINANCE USA INC	CITY MANAGER	SEPTEMBER 2	09/30/2025	8.98	
01-11-11-44-451 Telephone Line Expense	General Fund	City Administration	City Administration		
CLEARFLY COMMUNICATIONS	308-313-2064 CITY MANAGER	INV753287	10/01/2025	.35	
01-11-11-44-451 Telephone Line Expense	General Fund	City Administration	City Administration		
CLEARFLY COMMUNICATIONS	308-313-2061 CITY MANAGER	INV753287	10/01/2025	.36	
Total City Administration:				814.36	
Total City Administration:				814.36	
01-31-31-42-294 Conferences, Cont Education	General Fund	Police Administration	Police Department		
FIRSTBANK CARD	COOKIES FOR COMM FORUM	KAYE 09/25	09/11/2025	15.47	
01-31-31-42-294 Conferences, Cont Education	General Fund	Police Administration	Police Department		
FIRSTBANK CARD	GDP TRAINING	LOPER 09/25	10/07/2025	400.00	
01-31-31-42-294 Conferences, Cont Education	General Fund	Police Administration	Police Department		
CROWNE PLAZA - KEARNEY	ACCOMMODATION	116534	10/08/2025	797.00	
01-31-31-43-335 Other Technical Services	General Fund	Police Administration	Police Department		
FIRSTBANK CARD	SUBSCRIPTION	KAYE 09/25	09/11/2025	32.09	
01-31-31-45-551 Fuel,Oil,Lube-Veh,Mach,Equip	General Fund	Police Administration	Police Department		
VOYAGER FLEET SYSTEMS INC	FUEL	869456715254	10/01/2025	340.35	
Total Police Administration:				1,584.91	
01-31-32-42-294 Conferences, Cont Education	General Fund	Police Operations	Police Department		
BOX BUTTE GENERAL HOSPITAL	CERTIFICATION COURSE	BLS(8/26/25 -	10/07/2025	385.00	
01-31-32-42-294 Conferences, Cont Education	General Fund	Police Operations	Police Department		
FIRSTBANK CARD	NLETC SUPPLIES	LOPER 09/25	10/07/2025	142.00	
01-31-32-42-294 Conferences, Cont Education	General Fund	Police Operations	Police Department		
FIRSTBANK CARD	POAN HANDBOOK	LOPER 09/25	10/07/2025	14.00	
01-31-32-43-373 Contract Custodial Services	General Fund	Police Operations	Police Department		
IDEAL LINEN INC	MOPS AND MATS	11291238	10/07/2025	36.78	
01-31-32-43-374 Investigators Expense	General Fund	Police Operations	Police Department		
FIRSTBANK CARD	POSTAGE	LOPER 09/25	10/07/2025	42.95	
01-31-32-43-374 Investigators Expense	General Fund	Police Operations	Police Department		
FIRSTBANK CARD	REFUND	PETERSON 09	10/13/2025	8.55-	
01-31-32-43-374 Investigators Expense	General Fund	Police Operations	Police Department		
INTRALINKS INC	CASECRACKER PW	18508	09/30/2025	242.50	
01-31-32-43-379 Other Contract Operating Svcs	General Fund	Police Operations	Police Department		
PSYCHOLOGICAL RESOURCES SU	PSYCHOLOGICAL EVALUATION	2508055	08/05/2025	300.00	
01-31-32-44-436 Mail, Delivery Services	General Fund	Police Operations	Police Department		
FIRSTBANK CARD	USPS	BEDIENT 9/25	09/26/2025	52.40	
01-31-32-44-441 Electricity	General Fund	Police Operations	Police Department		
COA UTILITIES	ELECTRIC	UTILITIES 10/0	10/02/2025	27.50	10/02/2025
01-31-32-44-464 PMCNTSVC-Vehicle Repair	General Fund	Police Operations	Police Department		
ALLIANCE MOTORS UNLIMITED, IN	OIL CHANGE	72844	09/29/2025	80.40	
01-31-32-44-464 PMCNTSVC-Vehicle Repair	General Fund	Police Operations	Police Department		
FIRSTBANK CARD	UNIT 122 PARTS REFUND	NORRIS 09/25	10/13/2025	42.80-	
01-31-32-44-464 PMCNTSVC-Vehicle Repair	General Fund	Police Operations	Police Department		
FIRSTBANK CARD	UNIT 122 PARTS	NORRIS 09/25	10/13/2025	343.58	
01-31-32-44-489 NRCNTSVC-Other Mach, Equip	General Fund	Police Operations	Police Department		
ACTION COMMUNICATION INC	REPROGRAMMED RADIOS	55172	09/26/2025	160.00	
01-31-32-44-489 NRCNTSVC-Other Mach, Equip	General Fund	Police Operations	Police Department		
KAISER TIRE	TIRE REPAIR	21488	09/30/2025	52.00	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
01-31-32-45-511 Office Supplies	General Fund	Police Operations	Police Department		
AMAZON CAPITAL SERVICES	BATTERIES	114-7961576-1	09/10/2025	66.18	
01-31-32-45-531 Uniforms	General Fund	Police Operations	Police Department		
FIRSTBANK CARD	UNIFORMS REFUND	GRUMBLES 09	10/10/2025	106.41-	
01-31-32-45-531 Uniforms	General Fund	Police Operations	Police Department		
AMAZON CAPITAL SERVICES	UNIFORMS	114-0195280-4	09/30/2025	31.98	
01-31-32-45-531 Uniforms	General Fund	Police Operations	Police Department		
AMAZON CAPITAL SERVICES	WARNING SIGN	114-7901496-7	09/30/2025	68.94	
01-31-32-45-531 Uniforms	General Fund	Police Operations	Police Department		
KINSCO LLC	UNIFORMS	00112207-0	09/25/2025	198.00	
01-31-32-45-544 Small Tools, Equipment	General Fund	Police Operations	Police Department		
BLOEDORN LUMBER - ALLIANCE	SMALL TOOLS/EQUIPMENT	9038520	10/08/2025	36.32	
01-31-32-45-544 Small Tools, Equipment	General Fund	Police Operations	Police Department		
FIRSTBANK CARD	EQUIPMENT	GRUMBLES 09	10/10/2025	29.57	
01-31-32-45-551 Fuel,Oil,Lube-Veh,Mach,Equip	General Fund	Police Operations	Police Department		
FIRSTBANK CARD	VEHICLE REGISTRATION	DAHLBERG 09	10/13/2025	12.00	
01-31-32-45-551 Fuel,Oil,Lube-Veh,Mach,Equip	General Fund	Police Operations	Police Department		
VOYAGER FLEET SYSTEMS INC	FUEL	869456715254	10/01/2025	2,464.00	
Total Police Operations:				4,628.34	
01-31-33-42-294 Conferences, Cont Education	General Fund	Police Support Services	Police Department		
GRADUATE LINCOLN	ACCOMMODATION	172709	10/09/2025	488.00	
01-31-33-43-379 Other Contract Operating Svcs	General Fund	Police Support Services	Police Department		
APCO INTERNATIONAL, INC.	MEMBERSHIP DUES	1203281	10/09/2025	391.00	
01-31-33-43-379 Other Contract Operating Svcs	General Fund	Police Support Services	Police Department		
CULLIGAN WATER CONDITIONING	RO RENTAL	151332	09/25/2025	23.95	
01-31-33-43-379 Other Contract Operating Svcs	General Fund	Police Support Services	Police Department		
FIRSTBANK CARD	ADOBE	LOPER 09/25	10/07/2025	21.39	
01-31-33-43-379 Other Contract Operating Svcs	General Fund	Police Support Services	Police Department		
QWEST - PHOENIX	91530019	752629007	09/16/2025	162.00	
01-31-33-43-379 Other Contract Operating Svcs	General Fund	Police Support Services	Police Department		
QWEST - SEATTLE	333845094	151337	09/25/2025	939.08	
01-31-33-43-379 Other Contract Operating Svcs	General Fund	Police Support Services	Police Department		
LANGUAGE LINE SOLUTIONS INC	INTERPRETATION	11718101	09/30/2025	16.07	
01-31-33-43-379 Other Contract Operating Svcs	General Fund	Police Support Services	Police Department		
HP CLEANING AND SEWING	CLEANING SERVICES	100325PD	10/03/2025	1,400.00	
01-31-33-44-436 Mail, Delivery Services	General Fund	Police Support Services	Police Department		
FIRSTBANK CARD	POSTAGE	GERTH 09/25	10/13/2025	20.96	
01-31-33-44-436 Mail, Delivery Services	General Fund	Police Support Services	Police Department		
QUADIENT FINANCE USA INC	POLICE	SEPTEMBER 2	09/30/2025	3.70	
01-31-33-44-451 Telephone Line Expense	General Fund	Police Support Services	Police Department		
QWEST - SEATTLE	333847273	151333	09/28/2025	178.00	
01-31-33-45-513 Copy Machine Supplies	General Fund	Police Support Services	Police Department		
COPIER CONNECTION, INC.	COPIER CONTRACT	33461	09/25/2025	368.00	
01-31-33-45-513 Copy Machine Supplies	General Fund	Police Support Services	Police Department		
COPIER CONNECTION, INC.	COPIER CONTRACT	33536	09/28/2025	115.00	
01-31-33-45-543 Office Machinery, Equip Parts	General Fund	Police Support Services	Police Department		
FIRSTBANK CARD	CLEANING SUPPLIES	GERTH 09/25	10/13/2025	36.92	
01-31-33-45-543 Office Machinery, Equip Parts	General Fund	Police Support Services	Police Department		
JACK'S REFRIGERATION INC	THERMOSTAT	69137	10/03/2025	344.50	
Total Police Support Services:				4,508.57	
01-31-34-44-441 Electricity	General Fund	Animal Control	Police Department		
COA UTILITIES	ELECTRIC	UTILITIES 10/0	10/02/2025	163.80	10/02/2025

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
01-31-34-44-442 Water-Sewer COA UTILITIES	General Fund WATER / SEWER	Animal Control UTILITIES 10/0	Police Department 10/02/2025	14.05	10/02/2025
01-31-34-44-443 Refuse COA UTILITIES	General Fund REFUSE	Animal Control UTILITIES 10/0	Police Department 10/02/2025	25.36	10/02/2025
01-31-34-45-526 Other Supplies FARM PLAN	General Fund ANIMAL SHELTER SUPPLIES	Animal Control 51486780	Police Department 09/08/2025	53.12	
01-31-34-45-544 Small Tools, Equipment AMAZON CAPITAL SERVICES	General Fund ANIMAL SHELTER SUPPLIES	Animal Control 114-7133259-7	Police Department 09/30/2025	39.94	
01-31-34-45-551 Fuel,Oil,Lube-Veh,Mach,Equip VOYAGER FLEET SYSTEMS INC	General Fund FUEL	Animal Control 869456715254	Police Department 10/01/2025	137.17	
01-31-34-45-565 State License Fee FIRSTBANK CARD	General Fund NE DEPT OF AG DOG/CAT PROGRA	Animal Control LOPER 09/25	Police Department 10/07/2025	180.25	
Total Animal Control:				613.69	
Total Police Department:				11,335.51	
01-37-35-44-484 NRCNTSVC-Communication Equi ALLIANCE RURAL FIRE PROT DIST	General Fund SRS OPERATING COST	Emergency Management System 1490431	Fire Department 08/15/2025	3,300.00	
Total Emergency Management Systems:				3,300.00	
01-37-37-42-238 Vol Firefighter Life Ins VFIS BENEFITS DIVISION	General Fund BASIC COVERAGE	Firefighting 399505130	Fire Department 10/02/2025	378.36	
01-37-37-42-238 Vol Firefighter Life Ins VFIS BENEFITS DIVISION	General Fund BASIC COVERAGE	Firefighting 80160133	Fire Department 10/10/2025	372.19	
01-37-37-44-411 Building, Office Rent CITY OF ALLIANCE	General Fund BUILDING #2310	Firefighting 16237	Fire Department 10/01/2025	39.00	
01-37-37-44-441 Electricity COA UTILITIES	General Fund ELECTRIC	Firefighting UTILITIES 10/0	Fire Department 10/02/2025	554.33	10/02/2025
01-37-37-44-442 Water-Sewer COA UTILITIES	General Fund WATER / SEWER	Firefighting UTILITIES 10/0	Fire Department 10/02/2025	36.90	10/02/2025
01-37-37-44-443 Refuse COA UTILITIES	General Fund REFUSE	Firefighting UTILITIES 10/0	Fire Department 10/02/2025	19.02	10/02/2025
01-37-37-44-451 Telephone Line Expense CHARTER COMMUNICATIONS	General Fund 176247201	Firefighting 176247201091	Fire Department 09/14/2025	55.10	
01-37-37-44-451 Telephone Line Expense CLEARFLY COMMUNICATIONS	General Fund 308-313-2070 FIRE	Firefighting INV753287	Fire Department 10/01/2025	.36	
01-37-37-44-451 Telephone Line Expense CLEARFLY COMMUNICATIONS	General Fund 308-313-2077 FIRE	Firefighting INV753287	Fire Department 10/01/2025	.35	
01-37-37-44-451 Telephone Line Expense CLEARFLY COMMUNICATIONS	General Fund 308-313-2069 FIRE	Firefighting INV753287	Fire Department 10/01/2025	.35	
01-37-37-44-479 CNTSVC Other IDEAL LINEN INC	General Fund MOPS	Firefighting 11289808	Fire Department 09/25/2025	46.51	
01-37-37-45-551 Fuel,Oil,Lube-Veh,Mach,Equip VOYAGER FLEET SYSTEMS INC	General Fund FUEL	Firefighting 869456715254	Fire Department 10/01/2025	97.79	
01-37-37-45-556 Parts-Vehicle, Mach, Equip DARREN'S CARQUEST AUTO PART	General Fund UNIT #331 BATTERY CORE	Firefighting 2723-521146	Fire Department 09/23/2025	20.00-	
01-37-37-45-556 Parts-Vehicle, Mach, Equip DARREN'S CARQUEST AUTO PART	General Fund UNIT #331 BATTERY	Firefighting 2723-521145	Fire Department 09/23/2025	209.95	
01-37-37-59-950 Capital Outlay-Mach, Equip OHD, LLP	General Fund QUANTIFIT2 RESPIRATOR FIT TEST	Firefighting 106603	Fire Department 10/07/2025	15,000.00	
Total Firefighting:				16,790.21	
01-37-38-43-375 EMS Billing Services QUICK MED CLAIMS LLC	General Fund EMS BILLING SERVICES	Ambulance INV43831	Fire Department 09/30/2025	2,608.56	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
01-37-38-45-521 Medical Supplies	General Fund	Ambulance	Fire Department		
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	85947944	10/07/2025	190.80	
01-37-38-45-521 Medical Supplies	General Fund	Ambulance	Fire Department		
BOX BUTTE GENERAL HOSPITAL	MEDICAL SUPPLIES	757729	10/02/2025	982.51	
01-37-38-45-521 Medical Supplies	General Fund	Ambulance	Fire Department		
LIFE-ASSIST INC	MEDICAL SUPPLIES	1644930	10/07/2025	149.00	
01-37-38-45-551 Fuel,Oil,Lube-Veh,Mach,Equip	General Fund	Ambulance	Fire Department		
VOYAGER FLEET SYSTEMS INC	FUEL	869456715254	10/01/2025	89.18	
01-37-38-59-960 Capital Outlay-Vehicles	General Fund	Ambulance	Fire Department		
ROCKY MOUNTAIN EMERGENCY V	FINAL INVOICE ON NEW AMBULAN	4628	09/29/2025	226,368.00	
Total Ambulance:				230,388.05	
Total Fire Department:				250,478.26	
01-41-44-44-441 Electricy - Facility Maint	General Fund	Facility Maintenance	Public Works		
COA UTILITIES	ELECTRIC	UTILITIES 10/0	10/02/2025	62.07	10/02/2025
01-41-44-45-551 Fuel,Oil,Lube-Veh,Mach,Equip	General Fund	Facility Maintenance	Public Works		
VOYAGER FLEET SYSTEMS INC	FUEL	869456715254	10/01/2025	139.92	
Total Facility Maintenance:				201.99	
01-41-46-44-441 Electricity	General Fund	Municipal Building	Public Works		
COA UTILITIES	ELECTRIC	UTILITIES 10/0	10/02/2025	1,022.37	10/02/2025
01-41-46-44-442 Water-Sewer	General Fund	Municipal Building	Public Works		
COA UTILITIES	WATER / SEWER	UTILITIES 10/0	10/02/2025	21.95	10/02/2025
01-41-46-44-443 Refuse	General Fund	Municipal Building	Public Works		
COA UTILITIES	REFUSE	UTILITIES 10/0	10/02/2025	25.36	10/02/2025
01-41-46-44-451 Telephone Line Expense	General Fund	Municipal Building	Public Works		
CLEARFLY COMMUNICATIONS	5400	INV753287	10/01/2025	.35	
Total Municipal Building:				1,070.03	
Total Public Works:				1,272.02	
01-61-60-42-294 Conferences, Cont Education	General Fund	Community Development	Community Develop		
FIRSTBANK CARD	PERMIT TECH CE	KUSEK 09/25	09/19/2025	158.00	
01-61-60-44-431 Legal, Public Notices	General Fund	Community Development	Community Develop		
BOX BUTTE COUNTY CLERK	REPLAT	151334A	09/24/2025	10.00	
01-61-60-44-431 Legal, Public Notices	General Fund	Community Development	Community Develop		
BOX BUTTE COUNTY CLERK	PLAT LOTS	151334C	09/30/2025	28.00	
01-61-60-44-431 Legal, Public Notices	General Fund	Community Development	Community Develop		
BOX BUTTE COUNTY CLERK	MEMO OF CONTRACT	151334B	09/24/2025	10.00	
01-61-60-44-436 Mail, Delivery Services	General Fund	Community Development	Community Develop		
QUADIENT FINANCE USA INC	COMM DEV	SEPTEMBER 2	09/30/2025	5.18	
01-61-60-44-451 Telephone Line Expense	General Fund	Community Development	Community Develop		
CLEARFLY COMMUNICATIONS	308-313-2067 COMMUNITY DEVELO	INV753287	10/01/2025	.36	
01-61-60-44-451 Telephone Line Expense	General Fund	Community Development	Community Develop		
CLEARFLY COMMUNICATIONS	308-313-2062 BUILDING & ZONING	INV753287	10/01/2025	.36	
01-61-60-44-451 Telephone Line Expense	General Fund	Community Development	Community Develop		
CLEARFLY COMMUNICATIONS	308-313-2068 BUILDING & ZONING	INV753287	10/01/2025	.35	
01-61-60-45-551 Fuel,Oil,Lube-Veh,Mach,Equip	General Fund	Community Development	Community Develop		
VOYAGER FLEET SYSTEMS INC	FUEL	869456715254	10/01/2025	63.35	
Total Community Development:				275.60	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
01-61-62-45-551 Fuel,Oil,Lube-Veh,Mach,Equip VOYAGER FLEET SYSTEMS INC	General Fund FUEL	Code Enforcement 869456715254	Community Develop 10/01/2025	53.02	
Total Code Enforcement:				53.02	
01-61-63-44-436 Mail, Delivery Services FIRSTBANK CARD	General Fund CERTIFIED MAIL	Nuisance Abatement KUSEK 09/25	Community Develop 09/19/2025	157.20	
01-61-63-44-451 Telephone Line Expense CLEARFLY COMMUNICATIONS	General Fund 308-313-2080 CODE ENFORCEMEN	Nuisance Abatement INV753287	Community Develop 10/01/2025	.34	
01-61-63-45-551 Fuel,Oil,Lube-Veh,Mach,Equip VOYAGER FLEET SYSTEMS INC	General Fund FUEL	Nuisance Abatement 869456715254	Community Develop 10/01/2025	66.62	
Total Nuisance Abatement:				224.16	
Total Community Development:				552.78	
01-71-71-43-373 Contract Custodial Services REGION 1 OHD	General Fund CONTRACT CUSTODIAL SERVICES	Parks 4261008	Cultural and Leisure 09/23/2025	270.00	
01-71-71-44-411 Building, Office Rent CITY OF ALLIANCE	General Fund SEMI ANNUAL BUILDING LEASE	Parks 16228	Cultural and Leisure 10/01/2025	2,500.00	
01-71-71-44-412 Machine, Equipment Rent CULLIGAN WATER CONDITIONING	General Fund SALT AND WATER	Parks 757732	Cultural and Leisure 09/25/2025	11.95	
01-71-71-44-441 Electricity COA UTILITIES	General Fund ELECTRIC	Parks UTILITIES 10/0	Cultural and Leisure 10/02/2025	1,726.71	10/02/2025
01-71-71-44-442 Water-Sewer COA UTILITIES	General Fund WATER / SEWER	Parks UTILITIES 10/0	Cultural and Leisure 10/02/2025	4,636.88	10/02/2025
01-71-71-44-443 Refuse COA UTILITIES	General Fund REFUSE	Parks UTILITIES 10/0	Cultural and Leisure 10/02/2025	190.67	10/02/2025
01-71-71-44-451 Telephone Line Expense CLEARFLY COMMUNICATIONS	General Fund 308-313-2078 PARKS	Parks INV753287	Cultural and Leisure 10/01/2025	.35	
01-71-71-44-451 Telephone Line Expense CLEARFLY COMMUNICATIONS	General Fund 308-313-2074 PARKS GARAGE	Parks INV753287	Cultural and Leisure 10/01/2025	.33	
01-71-71-44-479 CNTSVC Other NEBRASKA SAFETY AND FIRE EQU	General Fund FIRE EXTINGUISHER INSPECTION	Parks 106957	Cultural and Leisure 10/08/2025	40.00	
01-71-71-44-486 NRCNTSVC-Veh, Equip, Tire Rep KAISER TIRE	General Fund TIRE REPAIR	Parks 21755	Cultural and Leisure 10/09/2025	40.50	
01-71-71-45-544 Small Tools, Equipment BERNIES ACE HARDWARE	General Fund SMALL TOOLS	Parks 324801	Cultural and Leisure 09/09/2025	12.99	
01-71-71-45-544 Small Tools, Equipment FARM PLAN	General Fund SMALL TOOLS/EQUIP	Parks 51497497	Cultural and Leisure 10/09/2025	254.89	
01-71-71-45-544 Small Tools, Equipment FARM PLAN	General Fund SMALL TOOL	Parks 51497513	Cultural and Leisure 10/09/2025	20.00	
01-71-71-45-544 Small Tools, Equipment FARM PLAN	General Fund SMALL TOOL	Parks 51497133	Cultural and Leisure 10/08/2025	8.99	
01-71-71-45-551 Fuel,Oil,Lube-Veh,Mach,Equip VOYAGER FLEET SYSTEMS INC	General Fund FUEL	Parks 869456715254	Cultural and Leisure 10/01/2025	288.84	
01-71-71-45-556 Parts-Vehicle, Mach, Equip FARM PLAN	General Fund PARTS	Parks 51497515	Cultural and Leisure 10/09/2025	11.17	
01-71-71-45-562 Fountain Maintenance CULLIGAN WATER CONDITIONING	General Fund CHLORINE TABS	Parks 006628	Cultural and Leisure 10/09/2025	99.98	
01-71-71-45-563 Cleaning Supplies IDEAL LINEN INC	General Fund CUSTODIAL SUPPLIES	Parks 11288792	Cultural and Leisure 09/18/2025	44.32	
01-71-71-46-621 Laing Lake-Mtc Supplies ECORESOURCE SOLUTIONS INC	General Fund WATER ANALYSIS	Parks 18017	Cultural and Leisure 09/30/2025	320.00	
01-71-71-46-675 Irrigation Material BERNIES ACE HARDWARE	General Fund IRRIGATION MATERIALS	Parks 326124	Cultural and Leisure 10/06/2025	29.03	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
Total Parks:				10,507.60	
01-71-72-43-373 Contract Custodial Services	General Fund	Senior Center	Cultural and Leisure		
LINDA L MUNDT	CUSTODIAL SERVICES	1126	09/04/2025	27.00	
01-71-72-44-451 Telephone Line Expense	General Fund	Senior Center	Cultural and Leisure		
CLEARFLY COMMUNICATIONS	SENIOR SERVICES	INV753287	10/01/2025	.63	
01-71-72-44-478 CNTSVC Other	General Fund	Senior Center	Cultural and Leisure		
JACK'S REFRIGERATION INC	FILTER MAINTENANCE	69149	10/07/2025	157.55	
01-71-72-44-478 CNTSVC Other	General Fund	Senior Center	Cultural and Leisure		
NEBRASKA SAFETY AND FIRE EQU	FIRE EXTINGUISHER INSPECTION	106956	10/08/2025	40.00	
01-71-72-44-483 NRCNTSVC-Building Public Wrks	General Fund	Senior Center	Cultural and Leisure		
PRESTO-X	PEST CONTROL	82501255	09/26/2025	96.80	
01-71-72-45-561 Bldg Maintenance Material	General Fund	Senior Center	Cultural and Leisure		
BERNIES ACE HARDWARE	BUILDING MAINTENANCE	325603	09/25/2025	8.59	
Total Senior Center:				330.57	
01-71-74-44-479 CNTSVC Other	General Fund	Cemetery	Cultural and Leisure		
CULLIGAN WATER CONDITIONING	WATER COOLER RENTAL	757730	09/25/2025	3.00	
01-71-74-44-486 NRCNTSVC-Veh, Equip, Tire Rep	General Fund	Cemetery	Cultural and Leisure		
KAISER TIRE	TIRE REPAIR	20810	09/02/2025	179.85	
01-71-74-45-526 Other Supplies	General Fund	Cemetery	Cultural and Leisure		
CARTER'S HOME HARDWARE & AP	OTHER SUPPLIES	30339/1	09/17/2025	23.99	
01-71-74-45-526 Other Supplies	General Fund	Cemetery	Cultural and Leisure		
CARTER'S HOME HARDWARE & AP	OTHER SUPPLIES	30583/1	10/09/2025	34.36	
01-71-74-45-551 Fuel,Oil,Lube-Veh,Mach,Equip	General Fund	Cemetery	Cultural and Leisure		
VOYAGER FLEET SYSTEMS INC	FUEL	869456715254	10/01/2025	21.39	
01-71-74-45-556 Parts-Vehicle, Mach, Equip	General Fund	Cemetery	Cultural and Leisure		
NORTHWEST PIPE FITTINGS INC	EXPANSION COUPLING	291046	09/26/2025	534.14	
Total Cemetery:				796.73	
01-71-75-44-451 Telephone Line Expense	General Fund	Swimming Pool	Cultural and Leisure		
QWEST - SEATTLE	334153226	757737	09/25/2025	258.82	
Total Swimming Pool:				258.82	
01-71-76-43-373 Contract Custodial Services	General Fund	Knight Museum	Cultural and Leisure		
A & J JANITORIAL LLC	JANITORIAL SERVICES	K2509	09/30/2025	940.00	
01-71-76-44-451 Telephone Line Expense	General Fund	Knight Museum	Cultural and Leisure		
CLEARFLY COMMUNICATIONS	2384	INV753287	10/01/2025	.34	
01-71-76-44-451 Telephone Line Expense	General Fund	Knight Museum	Cultural and Leisure		
CLEARFLY COMMUNICATIONS	308-313-2076 MUSEUM	INV753287	10/01/2025	.36	
01-71-76-44-451 Telephone Line Expense	General Fund	Knight Museum	Cultural and Leisure		
CLEARFLY COMMUNICATIONS	2385	INV753287	10/01/2025	.36	
01-71-76-44-469 PMCNTSVC-Other	General Fund	Knight Museum	Cultural and Leisure		
KONE INC	ELEVATOR MAINTENANCE	871824640	10/01/2025	250.84	
01-71-76-44-469 PMCNTSVC-Other	General Fund	Knight Museum	Cultural and Leisure		
PRESTO-X	PEST CONTROL	82500279	09/26/2025	141.09	
01-71-76-44-469 PMCNTSVC-Other	General Fund	Knight Museum	Cultural and Leisure		
NE STATE FIRE MARSHAL AGENCY	ALLUAL ELEVATOR INSPECTION	103545	08/11/2025	120.00	
01-71-76-44-479 CNTSVC Other	General Fund	Knight Museum	Cultural and Leisure		
CULLIGAN WATER CONDITIONING	WATER COOLER RENTAL	757731	09/25/2025	39.85	
01-71-76-44-483 NRCNTSVC-Building Public Wrks	General Fund	Knight Museum	Cultural and Leisure		
ALARM SECURITY TECHNICIANS	INSTALL CAMERA IN MUSEUM HAL	029254	10/08/2025	675.49	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
01-71-76-45-563 Cleaning Supplies IDEAL LINEN INC	General Fund CUSTODIAL SUPPLIES	Knight Museum 11288804	Cultural and Leisure 09/18/2025	36.10	
Total Knight Museum:				2,204.43	
01-71-77-43-335 Other Technical Services FIRSTBANK CARD	General Fund OTHER TECHNICAL SERIVES	Library O'CONNOR 09	Cultural and Leisure 09/15/2025	1,053.81	
01-71-77-43-335 Other Technical Services BIBLIONIX LLC	General Fund One Year Service	Library 11433	Cultural and Leisure 09/18/2025	2,530.00	
01-71-77-43-373 Contract Custodial Services A & J JANITORIAL LLC	General Fund JANITORIAL SERVICES	Library L2509	Cultural and Leisure 09/30/2025	2,180.00	
01-71-77-44-436 Mail, Delivery Services QUADIENT FINANCE USA INC	General Fund LIBRARY	Library SEPTEMBER 2	Cultural and Leisure 09/30/2025	50.31	
01-71-77-44-451 Telephone Line Expense CLEARFLY COMMUNICATIONS	General Fund 308-313-2075 LIBRARY	Library INV753287	Cultural and Leisure 10/01/2025	.36	
01-71-77-44-451 Telephone Line Expense CLEARFLY COMMUNICATIONS	General Fund 1387	Library INV753287	Cultural and Leisure 10/01/2025	.35	
01-71-77-44-462 PMCNTSVC-Other Machines CULLIGAN WATER CONDITIONING	General Fund WATER COOLER RENTAL	Library 757733	Cultural and Leisure 09/25/2025	13.90	
01-71-77-44-462 PMCNTSVC-Other Machines KONE INC	General Fund ELEVATOR MAINTENANCE	Library 871824640	Cultural and Leisure 10/01/2025	250.84	
01-71-77-44-481 NRCNTSVC-Office Mach, Equip EAKES INC	General Fund COPIES	Library INV690063	Cultural and Leisure 10/01/2025	108.49	
01-71-77-45-511 Office Supplies FIRSTBANK CARD	General Fund OFFICE SUPPLIES	Library O'CONNOR 09	Cultural and Leisure 09/15/2025	79.96	
01-71-77-45-526 Other Supplies FIRSTBANK CARD	General Fund OTHER SUPPLIES	Library O'CONNOR 09	Cultural and Leisure 09/15/2025	40.99	
01-71-77-45-561 Bldg Maintenance Material BERNIES ACE HARDWARE	General Fund BUILDING MAINTENANCE	Library 325920	Cultural and Leisure 10/01/2025	51.96	
01-71-77-45-561 Bldg Maintenance Material FIRSTBANK CARD	General Fund BLDG MAIN MATERIALS	Library O'CONNOR 09	Cultural and Leisure 09/15/2025	8.21	
01-71-77-45-563 Cleaning Supplies FIRSTBANK CARD	General Fund CLEANING SUPPLIES	Library O'CONNOR 09	Cultural and Leisure 09/15/2025	164.98	
01-71-77-46-521 Books FIRSTBANK CARD	General Fund BOOKS	Library O'CONNOR 09	Cultural and Leisure 09/15/2025	2,095.23	
01-71-77-46-613 Audio and Visual Materials FIRSTBANK CARD	General Fund AUDIO VISUAL	Library O'CONNOR 09	Cultural and Leisure 09/15/2025	899.77	
Total Library:				9,529.16	
01-71-78-44-469 PMCNTSVC-Other PRESTO-X	General Fund PEST CONTROL	Sallows Museum 82500280	Cultural and Leisure 09/26/2025	58.30	
Total Sallows Museum:				58.30	
Total Cultural and Leisure Services:				23,685.61	
01-79-79-42-413 Other Rents LYLE H HEINE	General Fund BILLBOARD LEASE	Marketing 151340	Culture and Leisure 10/13/2025	400.00	
01-79-79-42-413 Other Rents NORMAN W NUSS	General Fund BILLBOARD LEASE	Marketing 151341	Culture and Leisure 10/13/2025	150.00	
01-79-79-42-413 Other Rents SAMMIE V STUART JR	General Fund BILLBOARD LEASE	Marketing 151342	Culture and Leisure 10/13/2025	300.00	
01-79-79-42-413 Other Rents JAMES BRADY	General Fund BILLBOARD LEASE	Marketing 151339	Culture and Leisure 10/13/2025	300.00	
01-79-79-42-413 Other Rents CRAIG L BARTHEL	General Fund BILLBOARD	Marketing 151338	Culture and Leisure 10/14/2025	300.00	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
01-79-79-44-421 Membership Dues FIRSTBANK CARD	General Fund CANVA RENEWAL	Marketing BEDIENT 9/25	Culture and Leisure 09/26/2025	119.40	
Total Marketing:				1,569.40	
01-79-80-44-436 Mail, Delivery Services FIRSTBANK CARD	General Fund POSTAGE	Carhenge BROWN 09/25	Culture and Leisure 09/18/2025	25.30	
01-79-80-44-443 Refuse CITY OF ALLIANCE	General Fund DUMPSTER YEARLY CHARGE	Carhenge 16225	Culture and Leisure 10/01/2025	405.79	
01-79-80-44-451 Telephone Line Expense QWEST - SEATTLE	General Fund 333760791	Carhenge 757738	Culture and Leisure 09/25/2025	43.44	
01-79-80-44-457 Internet Operating Expense TELECOM WEST INC	General Fund INTERNET SERVICES	Carhenge 162224OCTOB	Culture and Leisure 10/02/2025	65.00	
01-79-80-44-479 CNTSCV-Other TRITLE PLUMBING INC	General Fund PORTA JOHN RENTAL	Carhenge 32177	Culture and Leisure 09/15/2025	170.00	
Total Carhenge:				709.53	
Total Culture and Leisure Services:				2,278.93	
Total General Fund:				292,078.80	
Electric Fund					
05-0000-07710 Merchandise Inventory IDEAL LINEN INC	Electric Fund TT SHEETS/HAND WASH/URNIAL S	503782	10/06/2025	191.06	
05-0000-23321 Sales Tax Payable NE DEPT OF REVENUE - SALES	Electric Fund SALES & USE TAX - ELEC	SEPTEMBER-	10/10/2025	57,872.45	10/10/2025
Total :				58,063.51	
Total :				58,063.51	
05-51-50-42-294 Conferences, Cont Education FIRSTBANK CARD	Electric Fund DRY ERASE BOARDS	Administration BRIDGE 09/25	Utility Superintenden 09/24/2025	879.06	
05-51-50-44-441 Electricity COA UTILITIES	Electric Fund ELECTRIC	Administration UTILITIES 10/0	Utility Superintenden 10/02/2025	299.59	10/02/2025
05-51-50-44-442 Water-Sewer COA UTILITIES	Electric Fund WATER / SEWER	Administration UTILITIES 10/0	Utility Superintenden 10/02/2025	10.97	10/02/2025
05-51-50-44-451 Telephone Line Expense QWEST - SEATTLE	Electric Fund 333848880	Administration 757740	Utility Superintenden 09/25/2025	43.58	
05-51-50-44-451 Telephone Line Expense QWEST - SEATTLE	Electric Fund 333510166	Administration 757742	Utility Superintenden 09/25/2025	43.58	
05-51-50-44-451 Telephone Line Expense QWEST - SEATTLE	Electric Fund 333928899	Administration 757739	Utility Superintenden 09/25/2025	43.58	
05-51-50-44-451 Telephone Line Expense QWEST - SEATTLE	Electric Fund 333597193	Administration 757741	Utility Superintenden 09/25/2025	43.58	
05-51-50-44-451 Telephone Line Expense CLEARFLY COMMUNICATIONS	Electric Fund 308-313-2072 ELECTRIC	Administration INV753287	Utility Superintenden 10/01/2025	.36	
05-51-50-44-451 Telephone Line Expense CLEARFLY COMMUNICATIONS	Electric Fund 308-313-2073 ELECTRIC	Administration INV753287	Utility Superintenden 10/01/2025	.35	
05-51-50-44-488 Utility Locate Services ONE CALL CONCEPTS INC	Electric Fund LOCATES ELECTRIC	Administration 5090104	Utility Superintenden 09/30/2025	26.92	
05-51-50-45-511 Office Supplies FIRSTBANK CARD	Electric Fund PETTY CASH BOOK	Administration BRIDGE 09/25	Utility Superintenden 09/24/2025	9.83	
05-51-50-45-511 Office Supplies QUILL CORPORATION	Electric Fund BNDGCVRS LTRSIZ	Administration 45988011	Utility Superintenden 09/30/2025	31.54	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
05-51-50-45-511 Office Supplies	Electric Fund	Administration	Utility Superintenden		
QUILL CORPORATION	FILE FOLDER	45988021	09/30/2025	8.04	
05-51-50-45-511 Office Supplies	Electric Fund	Administration	Utility Superintenden		
QUILL CORPORATION	METAL ORGANIZER	116182991	10/06/2025	28.89	
05-51-50-45-511 Office Supplies	Electric Fund	Administration	Utility Superintenden		
QUILL CORPORATION	POST-IT NOTES	45351656	08/14/2025	46.04	
05-51-50-45-526 Other Supplies	Electric Fund	Administration	Utility Superintenden		
FIRSTBANK CARD	MOLD TESTS	BRIDGE 09/25	09/24/2025	24.08	
05-51-50-45-541 Office Furniture, Equipment	Electric Fund	Administration	Utility Superintenden		
QUILL CORPORATION	CHAIR	45249809	08/08/2025	257.99	
Total Administration:				1,797.98	
05-51-52-44-491 NRCNTSVC-Sub Stations Mtc	Electric Fund	Transmission	Utility Superintenden		
NEBRASKA SAFETY AND FIRE EQU	EXTINGUISHER INSPECTION	106952	10/08/2025	68.00	
05-51-52-44-491 NRCNTSVC-Sub Stations Mtc	Electric Fund	Transmission	Utility Superintenden		
EPC SERVICES COMPANY	substation maintenance service- Broa	3170	10/01/2025	35,398.00	
05-51-52-46-656 Electric Special Tools, Equip	Electric Fund	Transmission	Utility Superintenden		
FIRSTBANK CARD	TOOL	BRIDGE 09/25	09/24/2025	147.49	
05-51-52-46-658 Substation-Maintenance	Electric Fund	Transmission	Utility Superintenden		
BORDER STATES ELECTRIC SUPPL	Cooper Form 4D Comm's - Kit	931223960	10/01/2025	6,071.92	
05-51-52-46-658 Substation-Maintenance	Electric Fund	Transmission	Utility Superintenden		
U.S. DEPARTMENT OF ENERGY	ROUTINE METER MAINTENANCE	1023911	10/07/2025	1,858.53	
Total Transmission:				43,543.94	
05-51-53-44-423 Database Subscriptions	Electric Fund	Urban Distribution	Utility Superintenden		
LANDIS+GYR TECHNOLOGY INC	SAAS FEE	90418944	10/02/2025	736.92	
05-51-53-44-423 Database Subscriptions	Electric Fund	Urban Distribution	Utility Superintenden		
LANDIS+GYR TECHNOLOGY INC	CC SAAS FLAT FEE	90418943	10/02/2025	1,495.00	
05-51-53-44-442 Sewer	Electric Fund	Urban Distribution	Utility Superintenden		
COA UTILITIES	WATER / SEWER	UTILITIES 10/0	10/02/2025	7.17	10/02/2025
05-51-53-44-482 NRCNTSVC-Vehicle Repair Mtc	Electric Fund	Urban Distribution	Utility Superintenden		
ALTEC INDUSTRIES INC	UNIT #401 REPAIR HYDRAULIC LEA	51803588	09/17/2025	1,134.54	
05-51-53-44-483 NRCNTSVC-Building Public Wrks	Electric Fund	Urban Distribution	Utility Superintenden		
SALVADOR RIVERA	PAINTING OFFICE/BATHROOM/HAL	13724	10/06/2025	1,400.00	
05-51-53-44-486 NRCNTSVC-Veh, Equip, Tire Rep	Electric Fund	Urban Distribution	Utility Superintenden		
WOLF FORD OF ALLIANCE	UNIT #410 OIL CHANGE	59329	09/30/2025	85.30	
05-51-53-45-531 Contracted Service-Uniforms	Electric Fund	Urban Distribution	Utility Superintenden		
SLATE ROCK FR LLC	UNIFORMS	93946	09/30/2025	382.16	
05-51-53-45-544 Small Tools, Equipment	Electric Fund	Urban Distribution	Utility Superintenden		
FARM PLAN	Tools	51497658	10/09/2025	17.99	
05-51-53-45-544 Small Tools, Equipment	Electric Fund	Urban Distribution	Utility Superintenden		
FARM PLAN	Tools	51498079	10/10/2025	144.44	
05-51-53-45-544 Small Tools, Equipment	Electric Fund	Urban Distribution	Utility Superintenden		
FARM PLAN	Tools	51498078	10/10/2025	58.84	
05-51-53-45-544 Small Tools, Equipment	Electric Fund	Urban Distribution	Utility Superintenden		
FARM PLAN	Tools	51497178	10/08/2025	36.72	
05-51-53-45-544 Small Tools, Equipment	Electric Fund	Urban Distribution	Utility Superintenden		
FARM PLAN	Tools	51497615	10/09/2025	39.99	
05-51-53-45-544 Small Tools, Equipment	Electric Fund	Urban Distribution	Utility Superintenden		
CARTER'S HOME HARDWARE & AP	TOOLS	30590/1	10/09/2025	60.20	
05-51-53-45-544 Small Tools, Equipment	Electric Fund	Urban Distribution	Utility Superintenden		
CARTER'S HOME HARDWARE & AP	TOOLS	30591/1	10/09/2025	186.32	
05-51-53-45-544 Small Tools, Equipment	Electric Fund	Urban Distribution	Utility Superintenden		
CARTER'S HOME HARDWARE & AP	TOOLS	30591/1	10/09/2025	173.67	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
05-51-53-45-544 Small Tools, Equipment	Electric Fund	Urban Distribution	Utility Superintenden		
CARTER'S HOME HARDWARE & AP	TOOLS	30543/1	10/06/2025	53.48	
05-51-53-45-556 Parts-Vehicle, Mach, Equip	Electric Fund	Urban Distribution	Utility Superintenden		
DARREN'S CARQUEST AUTO PART	PARTS	2723-522677	10/10/2025	78.81	
05-51-53-45-556 Parts-Vehicle, Mach, Equip	Electric Fund	Urban Distribution	Utility Superintenden		
DARREN'S CARQUEST AUTO PART	PARTS	2723-522567	10/09/2025	7.03	
05-51-53-45-556 Parts-Vehicle, Mach, Equip	Electric Fund	Urban Distribution	Utility Superintenden		
DARREN'S CARQUEST AUTO PART	PARTS	2723-522527	10/09/2025	94.26	
05-51-53-45-561 Bldg Maintenance Material	Electric Fund	Urban Distribution	Utility Superintenden		
BERNIES ACE HARDWARE	BUILDING MAINTENANCE MATERIA	326125	10/06/2025	19.25	
05-51-53-45-561 Bldg Maintenance Material	Electric Fund	Urban Distribution	Utility Superintenden		
BERNIES ACE HARDWARE	BUILDING MAINTENANCE MATERIA	326237	10/08/2025	20.96	
05-51-53-45-561 Bldg Maintenance Material	Electric Fund	Urban Distribution	Utility Superintenden		
BERNIES ACE HARDWARE	BUILDING MAINTENANCE MATERIA	326326	10/09/2025	133.27	
05-51-53-45-561 Bldg Maintenance Material	Electric Fund	Urban Distribution	Utility Superintenden		
BLOEDORN LUMBER - ALLIANCE	BUILDING MAINTENANCE MATERIA	9045312	10/13/2025	4.07	
05-51-53-45-561 Bldg Maintenance Material	Electric Fund	Urban Distribution	Utility Superintenden		
BLOEDORN LUMBER - ALLIANCE	BUILDING MAINTENANCE MATERIA	9026313	10/01/2025	89.99	
05-51-53-45-561 Bldg Maintenance Material	Electric Fund	Urban Distribution	Utility Superintenden		
BLOEDORN LUMBER - ALLIANCE	BUILDING MAINTENANCE MATERIA	9033796	10/06/2025	36.71	
05-51-53-45-561 Bldg Maintenance Material	Electric Fund	Urban Distribution	Utility Superintenden		
BLOEDORN LUMBER - ALLIANCE	BUILDING MAINTENANCE MATERIA	9021788	09/29/2025	16.32	
05-51-53-46-651 Electric Overhead Material	Electric Fund	Urban Distribution	Utility Superintenden		
BORDER STATES ELECTRIC SUPPL	S&C 990111-P 15KV Tripsaver II 100	931203301	09/29/2025	3,343.76	
05-51-53-46-652 Electric Underground Material	Electric Fund	Urban Distribution	Utility Superintenden		
ULINE SHIPPING SUPPLY	RIBBED BOLLARD SLEEVES	198378035	09/24/2025	279.57	
05-51-53-46-656 Electric Splicing Tools, Equip	Electric Fund	Urban Distribution	Utility Superintenden		
WESCO DISTRIBUTION INC	Chance Hotstick C4031002	644261	10/03/2025	1,011.15	
Total Urban Distribution:				11,147.89	
05-51-54-45-531 Uniforms	Electric Fund	Rural Line Dist and Maint	Utility Superintenden		
FIRSTBANK CARD	EMBROIDERY	BRIDGE 09/25	09/24/2025	36.00	
05-51-54-45-551 Fuel,Oil,Lube-Veh,Mach,Equip	Electric Fund	Rural Line Dist and Maint	Utility Superintenden		
VOYAGER FLEET SYSTEMS INC	FUEL	869456715254	10/01/2025	1,453.65	
Total Rural Line Dist and Maint:				1,489.65	
Total Utility Superintendent:				57,979.46	
Total Electric Fund:				116,042.97	
Refuse Fund					
06-0000-23321 Sales Tax Payable	Refuse Fund				
NE DEPT OF REVENUE - SALES	SALES & USE TAX - REFUSE	SEPTEMBER-	10/10/2025	261.23	10/10/2025
Total :				261.23	
Total :				261.23	
06-41-42-44-482 NRCNTSVC-Vehicle Repair Mtc	Refuse Fund	Refuse Collection	Public Works		
PANHANDLE FAB INC.	EQUIPMENT REPAIR	48506	10/13/2025	314.77	
06-41-42-44-486 NRCNTSVC-Veh, Equip, Tire Rep	Refuse Fund	Refuse Collection	Public Works		
HEARTLAND DIESEL	#1113 DEF HEADER UNIT REPAIR	6933	09/26/2025	1,490.58	
06-41-42-45-531 Uniforms	Refuse Fund	Refuse Collection	Public Works		
FARM PLAN	UNIFORMS	51495751	10/04/2025	90.71	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
06-41-42-45-553 Refuse-Fuel VOYAGER FLEET SYSTEMS INC	Refuse Fund FUEL	Refuse Collection 869456715254	Public Works 10/01/2025	2,300.26	
06-41-42-45-556 Parts-Vehicle, Mach, Equip FARM PLAN	Refuse Fund PARTS	Refuse Collection 51495071	Public Works 10/02/2025	45.98	
Total Refuse Collection:				4,242.30	
Total Public Works:				4,242.30	
06-51-50-34-452 Other Sales, Services H & H SANITATION & RECYCLING	Refuse Fund CITY ADMINISTRATION FEE	Administration SEPT 2025	Public Works 10/09/2025	238.38-	
06-51-50-35-511 Residential-City H & H SANITATION & RECYCLING	Refuse Fund MONTHLY TRASH COLLECTION FE	Administration SEPT 2025	Public Works 10/09/2025	5,959.60	
Total Administration:				5,721.22	
06-51-55-44-441 Electricity COA UTILITIES	Refuse Fund ELECTRIC	Refuse Disposal UTILITIES 10/0	Public Works 10/02/2025	268.55	10/02/2025
06-51-55-44-442 Water-Sewer COA UTILITIES	Refuse Fund WATER / SEWER	Refuse Disposal UTILITIES 10/0	Public Works 10/02/2025	13.14	10/02/2025
06-51-55-44-451 Telephone Line Expense CLEARFLY COMMUNICATIONS	Refuse Fund 2705	Refuse Disposal INV753287	Public Works 10/01/2025	.35	
06-51-55-44-479 CNTSVC Other CAROLINA SOFTWARE	Refuse Fund SUPPORT & MAINTENANCE	Refuse Disposal 95690	Public Works 10/01/2025	700.00	
06-51-55-44-479 CNTSVC Other TRITLE PLUMBING INC	Refuse Fund RENTAL PORTA JOHNS AT LANDFIL	Refuse Disposal 32197	Public Works 09/30/2025	170.00	
06-51-55-45-511 Office Supplies FIRSTBANK CARD	Refuse Fund NOTEBOOK	Refuse Disposal FANKHAUSER	Public Works 09/17/2025	21.83	
06-51-55-45-511 Office Supplies NEBRASKA TOTAL OFFICE	Refuse Fund OFFICE SUPPLIES	Refuse Disposal 0129710-001	Public Works 10/03/2025	2.48	
06-51-55-45-531 Uniforms IDEAL LINEN INC	Refuse Fund UNIFORMS	Refuse Disposal 11291711	Public Works 10/09/2025	129.38	
06-51-55-45-531 Uniforms IDEAL LINEN INC	Refuse Fund Uniforms	Refuse Disposal 11290753	Public Works 10/02/2025	129.38	
06-51-55-45-534 Safety Commodities CARTER'S HOME HARDWARE & AP	Refuse Fund GLOVES	Refuse Disposal 30493/1	Public Works 10/01/2025	4.99	
06-51-55-45-556 Parts-Vehicle, Mach, Equip FARM PLAN	Refuse Fund PARTS	Refuse Disposal 51497885	Public Works 10/10/2025	6.95	
06-51-55-45-556 Parts-Vehicle, Mach, Equip FARM PLAN	Refuse Fund PARTS	Refuse Disposal 51494668	Public Works 10/01/2025	39.98	
06-51-55-45-556 Parts-Vehicle, Mach, Equip FARM PLAN	Refuse Fund PARTS	Refuse Disposal 51497872	Public Works 10/10/2025	2.28	
06-51-55-45-556 Parts-Vehicle, Mach, Equip FARM PLAN	Refuse Fund PARTS	Refuse Disposal 51497964	Public Works 10/10/2025	59.94	
06-51-55-45-556 Parts-Vehicle, Mach, Equip FARM PLAN	Refuse Fund PARTS	Refuse Disposal 51497188	Public Works 10/08/2025	61.98	
06-51-55-45-556 Parts-Vehicle, Mach, Equip FARM PLAN	Refuse Fund PARTS	Refuse Disposal 51494773	Public Works 10/01/2025	4.98	
06-51-55-45-556 Parts-Vehicle, Mach, Equip FARM PLAN	Refuse Fund PARTS	Refuse Disposal 51497924	Public Works 10/10/2025	39.96	
06-51-55-45-556 Parts-Vehicle, Mach, Equip CARTER'S HOME HARDWARE & AP	Refuse Fund PARTS	Refuse Disposal 30522/1	Public Works 10/03/2025	6.49	
06-51-55-45-556 Parts-Vehicle, Mach, Equip MURPHY TRACTOR	Refuse Fund FILTER ELEMENTS	Refuse Disposal 2536344	Public Works 10/02/2025	110.57	
06-51-55-45-556 Parts-Vehicle, Mach, Equip DARREN'S CARQUEST AUTO PART	Refuse Fund DEF	Refuse Disposal 2723-521513	Public Works 09/26/2025	209.00	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
06-51-55-47-730 Muni Solid Waste Surcharge	Refuse Fund	Refuse Disposal	Public Works		
NE DEPT OF ENVIRONMENT AND E	Quarterly Disposal Fee	53372	09/22/2025	5,675.67	
Total Refuse Disposal:				7,657.90	
Total Public Works:				13,379.12	
Total Refuse Fund:				17,882.65	
Sewer Fund					
07-0000-23321 Sales Tax Payable	Sewer Fund				
NE DEPT OF REVENUE - SALES	SALES & USE TAX - SEWER	SEPTEMBER-	10/10/2025	.00	
Total :				.00	
Total :				.00	
07-52-58-44-425 Employment Required Licenses	Sewer Fund	Sewer	Public Works		
NE DEPT OF ENVIRONMENT AND E	RENEWAL FEE - GRANT	GRANT WW O	10/01/2025	150.00	10/10/2025
07-52-58-44-425 Employment Required Licenses	Sewer Fund	Sewer	Public Works		
NE DEPT OF ENVIRONMENT AND E	RENEWAL FEE - SWEDEEN	SWEDEEN W	10/01/2025	150.00	10/10/2025
07-52-58-44-441 Electricity	Sewer Fund	Sewer	Public Works		
COA UTILITIES	ELECTRIC	UTILITIES 10/0	10/02/2025	1,823.42	10/02/2025
07-52-58-44-483 NRCNTSVC-Building Public Wrks	Sewer Fund	Sewer	Public Works		
NEBRASKA SAFETY AND FIRE EQU	EXTINGUISHER INSPECTION	106959	10/08/2025	68.00	
07-52-58-44-488 Utility Locate Services	Sewer Fund	Sewer	Public Works		
ONE CALL CONCEPTS INC	LOCATES SEWER	5090104	09/30/2025	13.00	
07-52-58-44-489 NRCNTSVC-Other Mach, Equip	Sewer Fund	Sewer	Public Works		
GIBSON IRRIGATION INC	REPAIR BAD MOTOR ON SOUTH S	17463	09/30/2025	830.65	
07-52-58-45-532 Protective Gear	Sewer Fund	Sewer	Public Works		
FIRSTBANK CARD	EMBROIDERY	GRANT 09/25	09/18/2025	62.00	
07-52-58-45-544 Small Tools, Equipment	Sewer Fund	Sewer	Public Works		
WESTERN VALLEY IRRIGATION	PARTS	72928	10/13/2025	123.00	
07-52-58-45-544 Small Tools, Equipment	Sewer Fund	Sewer	Public Works		
DARREN'S CARQUEST AUTO PART	DRIP OIL	2723-522705	10/13/2025	54.99	
07-52-58-45-551 Fuel,Oil,Lube-Veh,Mach,Equip	Sewer Fund	Sewer	Public Works		
VOYAGER FLEET SYSTEMS INC	FUEL	869456715254	10/01/2025	378.65	
07-52-58-59-921 Lift Station Improvement	Sewer Fund	Sewer	Public Works		
WHISPER COLEMAN - PETTY CASH	LICENSING/INSPECTING SEWER B	OCTOBER 202	10/10/2025	20.00	
Total Sewer:				3,673.71	
Total Public Works:				3,673.71	
Total Sewer Fund:				3,673.71	
Water Fund					
08-0000-07710 Merchandise Inventory	Water Fund				
NORTHWEST PIPE FITTINGS INC	EPOXY	291182	09/26/2025	118.96	
08-0000-23321 Sales Tax Payable	Water Fund				
NE DEPT OF REVENUE - SALES	SALES & USE TAX - WATER	SEPTEMBER-	10/10/2025	84.73	10/10/2025
Total :				203.69	
Total :				203.69	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
08-52-51-43-335 Other Technical Services	Water Fund	Water Treatment	Public Works		
HOA SOLUTIONS INC	PROFESSIONAL SERVICES	TO REP 13009	10/03/2025	6,087.23	
08-52-51-44-441 Electricity	Water Fund	Water Treatment	Public Works		
COA UTILITIES	ELECTRIC	UTILITIES 10/0	10/02/2025	24,060.81	10/02/2025
08-52-51-44-483 NRCNTSVC-Building Public Wrks	Water Fund	Water Treatment	Public Works		
NEBRASKA SAFETY AND FIRE EQU	EXTINGUISHER INSPECTION	106958	10/08/2025	833.00	
08-52-51-44-483 NRCNTSVC-Building Public Wrks	Water Fund	Water Treatment	Public Works		
NEBRASKA SAFETY AND FIRE EQU	EXTINGUISHER INSPECTION	106955	10/08/2025	144.00	
08-52-51-45-532 Protective Gear	Water Fund	Water Treatment	Public Works		
FIRSTBANK CARD	NORTH FACE RETURN	GRANT 09/25	09/18/2025	160.50	
08-52-51-45-551 Fuel,Oil,Lube-Veh,Mach,Equip	Water Fund	Water Treatment	Public Works		
VOYAGER FLEET SYSTEMS INC	FUEL	869456715254	10/01/2025	692.61	
08-52-51-45-556 Parts-Vehicle, Mach, Equip	Water Fund	Water Treatment	Public Works		
DARREN'S CARQUEST AUTO PART	PARTS	2723-522584	10/09/2025	5.39	
08-52-51-45-556 Parts-Vehicle, Mach, Equip	Water Fund	Water Treatment	Public Works		
DARREN'S CARQUEST AUTO PART	PARTS	2723-522517	10/09/2025	179.87	
08-52-51-46-629 Other Chemicals	Water Fund	Water Treatment	Public Works		
HAWKINS INC	CHEMICAL	7222707	10/10/2025	3,184.72	
Total Water Treatment:				35,027.13	
08-52-52-42-294 Conferences, Cont Education	Water Fund	Distribution	Public Works		
TOTAL BACKFLOW RESOURCES	TRAINING-GRADE VI	757743	10/07/2025	150.00	
08-52-52-44-436 Mail, Delivery Services	Water Fund	Distribution	Public Works		
QUADIENT FINANCE USA INC	WATER	SEPTEMBER 2	09/30/2025	34.78	
08-52-52-44-441 Electricity	Water Fund	Distribution	Public Works		
COA UTILITIES	ELECTRIC	UTILITIES 10/0	10/02/2025	362.76	10/02/2025
08-52-52-44-442 Water-Sewer	Water Fund	Distribution	Public Works		
COA UTILITIES	WATER / SEWER	UTILITIES 10/0	10/02/2025	8.78	10/02/2025
08-52-52-44-443 Refuse	Water Fund	Distribution	Public Works		
COA UTILITIES	REFUSE	UTILITIES 10/0	10/02/2025	25.36	10/02/2025
08-52-52-44-488 Utility Locate Services	Water Fund	Distribution	Public Works		
ONE CALL CONCEPTS INC	LOCATES WATER	5090104	09/30/2025	13.92	
08-52-52-44-489 NRCNTSVC-Other Mach, Equip	Water Fund	Distribution	Public Works		
SPEE DEE DELIVERY SERVICE INC	WEEKLY SERVICE CHARGE	1331176	09/27/2025	102.14	
08-52-52-45-511 Office Supplies	Water Fund	Distribution	Public Works		
NEBRASKA TOTAL OFFICE	CLIPBOARDS	0129726-001	10/03/2025	33.99	
08-52-52-45-541 Office Furniture, Equipment	Water Fund	Distribution	Public Works		
QUILL CORPORATION	CHAIR	46084429	10/07/2025	219.99	
08-52-52-45-544 Small Tools, Equipment	Water Fund	Distribution	Public Works		
FARM PLAN	Tools	51494862	10/01/2025	21.39	
08-52-52-45-556 Parts-Vehicle, Mach, Equip	Water Fund	Distribution	Public Works		
TRITLE PLUMBING INC	SCREW CLAMPS/INSERT COUPLIN	32205	10/01/2025	12.00	
Total Distribution:				985.11	
Total Public Works:				36,012.24	
Total Water Fund:				36,215.93	
Golf Course					
21-0000-23321 Sales Tax Payable	Golf Course				
NE DEPT OF REVENUE - SALES	SALES & USE TAX - GOLF	SEPTEMBER-	10/10/2025	2,404.65	10/10/2025
Total :				2,404.65	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
Total :				2,404.65	
21-71-75-44-441 Electricity	Golf Course	Golf Course	Cultural and Leisure		
COA UTILITIES	ELECTRIC	UTILITIES 10/0	10/02/2025	3,434.61	10/02/2025
21-71-75-44-442 Water-Sewer	Golf Course	Golf Course	Cultural and Leisure		
COA UTILITIES	WATER / SEWER	UTILITIES 10/0	10/02/2025	992.46	10/02/2025
21-71-75-44-443 Refuse	Golf Course	Golf Course	Cultural and Leisure		
COA UTILITIES	REFUSE	UTILITIES 10/0	10/02/2025	252.22	10/02/2025
21-71-75-44-451 Telephone Line Expense	Golf Course	Golf Course	Cultural and Leisure		
MOBIUS COMMUNICATIONS CO.	308-762-1446	757736	10/01/2025	78.95	
21-71-75-44-451 Telephone Line Expense	Golf Course	Golf Course	Cultural and Leisure		
MOBIUS COMMUNICATIONS CO.	308-762-7069	757734	10/01/2025	79.39	
21-71-75-44-479 CNTSVC Other	Golf Course	Golf Course	Cultural and Leisure		
HP CLEANING AND SEWING	CONTRACT CLEANING	100325SV	10/01/2025	750.00	
21-71-75-45-511 Office Supplies	Golf Course	Golf Course	Cultural and Leisure		
PRINT EXPRESS	SCORE CARDS	84785	09/25/2025	83.00	
21-71-75-45-526 Other Supplies	Golf Course	Golf Course	Cultural and Leisure		
FARM PLAN	FUEL TRANSFER HOSE RETURN	51492528	09/25/2025	32.00	
21-71-75-45-526 Other Supplies	Golf Course	Golf Course	Cultural and Leisure		
FARM PLAN	OTHER SUPPLIES	51492313	09/24/2025	79.98	
21-71-75-45-556 Parts-Vehicle, Mach, Equip	Golf Course	Golf Course	Cultural and Leisure		
LL JOHNSON DIST CO	PARTS	1167863-00	09/12/2025	1,342.72	
21-71-75-45-566 Sand	Golf Course	Golf Course	Cultural and Leisure		
PJ SAND & GRAVEL LLC	32.53 TON FINE SAND	41070	07/06/2025	1,060.60	
21-71-75-45-574 Misc Grounds Maintenance	Golf Course	Golf Course	Cultural and Leisure		
BERNIES ACE HARDWARE	MISC GROUNDS	325919	10/01/2025	103.92	
21-71-75-46-625 Concession Supplies	Golf Course	Golf Course	Cultural and Leisure		
CASH-WA DISTRIBUTING	SANDWICHES	14838062	09/25/2025	341.95	
21-71-75-46-625 Concession Supplies	Golf Course	Golf Course	Cultural and Leisure		
HARRIS SALES COMPANY	CONCESSIONS	1186538	09/18/2025	41.44	
21-71-75-46-625 Concession Supplies	Golf Course	Golf Course	Cultural and Leisure		
HARRIS SALES COMPANY	CONCESSIONS	1186455	09/11/2025	49.94	
21-71-75-46-625 Concession Supplies	Golf Course	Golf Course	Cultural and Leisure		
PEPSI COLA OF WESTERN NEBRA	CONCESSION	5100172069	09/25/2025	183.90	
21-71-75-46-626 Inventory Costs	Golf Course	Golf Course	Cultural and Leisure		
ADIDAS AMERICA INC	CLOTHING	6164156046	09/17/2025	1,059.66	
21-71-75-46-626 Inventory Costs	Golf Course	Golf Course	Cultural and Leisure		
VW GOLF INC	DRI TAC WRAP	94815	09/26/2025	143.39	
Total Golf Course:				10,110.13	
Total Cultural and Leisure Services:				10,110.13	
Total Golf Course:				12,514.78	
Airport					
22-41-43-44-431 Legal, Public Notices	Airport	Airport Operations	Airport		
FIRSTBANK CARD	POSTAGE	SORENSEN 09	10/13/2025	61.74	
22-41-43-44-433 Other Advertising Services	Airport	Airport Operations	Airport		
ALLIANCE TIMES HERALD	2x3 FAIR AD WEEK ONE	757744	08/06/2025	64.20	
22-41-43-44-433 Other Advertising Services	Airport	Airport Operations	Airport		
ALLIANCE TIMES HERALD	2x3 FAIR AD WEEK TWO	757745	08/13/2025	64.20	
22-41-43-44-433 Other Advertising Services	Airport	Airport Operations	Airport		
ALLIANCE TIMES HERALD	2x3 FAIR AD WEEK THREE	757746	08/20/2025	64.20	
22-41-43-44-436 Mail, Delivery Services	Airport	Airport Operations	Airport		
QUADIENT FINANCE USA INC	AIRPORT	SEPTEMBER 2	09/30/2025	17.03	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
22-41-43-44-441 Electricity COA UTILITIES	Airport ELECTRIC	Airport Operations UTILITIES 10/0	Airport 10/02/2025	2,104.98	10/02/2025
22-41-43-44-442 Water-Sewer COA UTILITIES	Airport WATER / SEWER	Airport Operations UTILITIES 10/0	Airport 10/02/2025	28.08	10/02/2025
22-41-43-44-443 Refuse COA UTILITIES	Airport REFUSE	Airport Operations UTILITIES 10/0	Airport 10/02/2025	38.00	10/02/2025
22-41-43-44-451 Telephone Line Expense MOBIUS COMMUNICATIONS CO.	Airport 308-762-4512	Airport Operations 151336	Airport 10/01/2025	85.80	
22-41-43-44-451 Telephone Line Expense MOBIUS COMMUNICATIONS CO.	Airport 308-762-1214	Airport Operations 151335	Airport 10/01/2025	76.44	
22-41-43-44-452 Long Distance Expense MOBIUS COMMUNICATIONS CO.	Airport 308-762-4512	Airport Operations 151336	Airport 10/01/2025	13.09	
22-41-43-44-476 CNTSVC-FBO Operator HEARTLAND AVIATION INC	Airport CONTRACT SERVICES FBO	Airport Operations 757748	Airport 10/06/2025	875.00	
22-41-43-44-477 CNTSVC-Hangar Management HEARTLAND AVIATION INC	Airport HANGAR MANAGEMENT	Airport Operations 757748	Airport 10/06/2025	620.90	
22-41-43-44-479 CNTSVC Other IDEAL LINEN INC	Airport RUGS	Airport Operations 11289337	Airport 09/23/2025	50.15	
22-41-43-44-482 NRCNTSVC-Vehicle Repair Mtc PRECISION STEREO TECHNOLOG	Airport AIRPORT FORD TIRE REPAIR	Airport Operations 55146	Airport 09/24/2025	25.00	
22-41-43-45-526 Other Supplies CULLIGAN WATER CONDITIONING	Airport SOFTENER RENTAL AND SALT	Airport Operations 757747	Airport 09/25/2025	323.50	
22-41-43-45-526 Other Supplies CARTER'S HOME HARDWARE & AP	Airport OTHER SUPPLIES	Airport Operations 30467/1	Airport 09/29/2025	33.48	
22-41-43-45-556 Parts-Vehicle, Mach, Equip BERNIES ACE HARDWARE	Airport FASTENERS/SPECIALTY	Airport Operations 325719	Airport 09/29/2025	1.60	
22-41-43-45-561 Bldg Maintenance Material CARTER'S HOME HARDWARE & AP	Airport BUILDING MAINTENANCE	Airport Operations 30627/1	Airport 10/14/2025	25.99	
22-41-43-45-561 Bldg Maintenance Material CARTER'S HOME HARDWARE & AP	Airport BOLTS/UTILITY PULL 8IN	Airport Operations 30428/1	Airport 09/25/2025	12.48	
22-41-43-45-574 Misc Grounds Maintenance ACKERMAN AG SERVICE	Airport HORNADY FOR AIRPORT	Airport Operations 84039	Airport 09/25/2025	170.00	
Total Airport Operations:				4,755.86	
Total Airport:				4,755.86	
Total Airport:				4,755.86	
Public Transit Fund					
23-72-71-44-411 Building, Office Rent CITY OF ALLIANCE	Public Transit Fund RENT	Transit - Administration 16251	Public Works 10/01/2025	1,095.00	
23-72-71-44-451 Telephone Line Expense CLEARFLY COMMUNICATIONS	Public Transit Fund 308-761-7433 PUBLIC TRANSIT	Transit - Administration INV753287	Public Works 10/01/2025	.36	
23-72-71-44-451 Telephone Line Expense CLEARFLY COMMUNICATIONS	Public Transit Fund 2302	Transit - Administration INV753287	Public Works 10/01/2025	1.24	
23-72-71-45-511 Office Supplies NEBRASKA TOTAL OFFICE	Public Transit Fund OFFICE SUPPLIES	Transit - Administration 0129762-001	Public Works 10/10/2025	12.92	
23-72-71-45-511 Office Supplies NEBRASKA TOTAL OFFICE	Public Transit Fund OFFICE SUPPLIES	Transit - Administration 0129769-001	Public Works 10/10/2025	77.44	
23-72-71-45-526 Other Nonoperating Sup/Expense FIRSTBANK CARD	Public Transit Fund TRANSIT ORDER	Transit - Administration SORENSEN 09	Public Works 10/13/2025	58.95	
23-72-71-45-526 Other Nonoperating Sup/Expense FIRSTBANK CARD	Public Transit Fund TRANSIT ORDER	Transit - Administration SORENSEN 09	Public Works 10/13/2025	260.96	
23-72-71-45-526 Other Nonoperating Sup/Expense FIRSTBANK CARD	Public Transit Fund TRANSIT ORDER	Transit - Administration SORENSEN 09	Public Works 10/13/2025	117.90	

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 FIRSTBANK CARD	Public Transit Fund TRANSIT ORDER	Transit - Administration SORENSEN 09	Public Works 10/13/2025	117.08	
23-72-71-45-526 Other Nonoperating Sup/Expense IDEAL LINEN INC	Public Transit Fund TOWELS	Transit - Administration 11291239	Public Works 10/07/2025	55.00	
23-72-71-45-526 Other Nonoperating Sup/Expense BUD'S PEST CONTROL	Public Transit Fund PEST CONTROL	Transit - Administration 7237	Public Works 09/11/2025	70.00	
Total Transit - Administration:				1,866.85	
23-72-72-45-551 Fuel,Oil,Lube-Veh,Mach,Equip VOYAGER FLEET SYSTEMS INC	Public Transit Fund FUEL	Transit - Operations 869456715254	Public Works 10/01/2025	1,362.43	
Total Transit - Operations:				1,362.43	
Total Public Works:				3,229.28	
Total Public Transit Fund:				3,229.28	
Street Fund					
24-0000-23321 Sales Tax Payable NE DEPT OF REVENUE - SALES	Street Fund SALES & USE TAX - STREETS	SEPTEMBER-	10/10/2025	.00	
Total :				.00	
Total :				.00	
24-41-41-44-441 Electricity COA UTILITIES	Street Fund ELECTRIC	Streets UTILITIES 10/0	Public Works 10/02/2025	78.49	10/02/2025
24-41-41-44-451 Telephone Line Expense CLEARFLY COMMUNICATIONS	Street Fund 308-313-2071 PUBLIC WORKS	Streets INV753287	Public Works 10/01/2025	.36	
24-41-41-44-451 Telephone Line Expense CLEARFLY COMMUNICATIONS	Street Fund 1907	Streets INV753287	Public Works 10/01/2025	.35	
24-41-41-44-472 CNTSVC-Concrete Street Rep R & J INDUSTRIES PLUS INC	Street Fund REmove and install concrete	Streets 3355	Public Works 10/04/2025	3,192.00	
24-41-41-44-473 CNTSVC-ADA Sidewalks CONTRACTORS MATERIALS INC	Street Fund ADA DOME STAMP/RED ADA PANEL	Streets 260796	Public Works 10/03/2025	1,785.76	
24-41-41-44-479 CNTSVC Other NEBRASKA SAFETY AND FIRE EQU	Street Fund EXTINGUISHER INSPECTION	Streets 106955	Public Works 10/08/2025	144.00	
24-41-41-44-485 NCTCSNV-Sidewalk Rehab R & J INDUSTRIES PLUS INC	Street Fund CONCRETE 803 W 5TH	Streets 3352	Public Works 10/04/2025	991.09	
24-41-41-44-485 NCTCSNV-Sidewalk Rehab R & J INDUSTRIES PLUS INC	Street Fund CONCRETE 807 W 5TH	Streets 3354	Public Works 10/04/2025	899.28	
24-41-41-44-485 NCTCSNV-Sidewalk Rehab TIM WESTON CONSTRUCTION	Street Fund SIDEWALK REPLACEMENT	Streets 1128	Public Works 10/01/2025	572.45	
24-41-41-44-486 NRCNTSVC-Veh, Equip, Tire Rep KAISER TIRE	Street Fund Tire Repair	Streets 21709	Public Works 10/08/2025	70.80	
24-41-41-44-486 NRCNTSVC-Veh, Equip, Tire Rep KAISER TIRE	Street Fund Tire Repair	Streets 21578	Public Works 10/03/2025	20.00	
24-41-41-45-534 Safety Commodities FARM PLAN	Street Fund SHIRTS	Streets 51496947	Public Works 10/07/2025	45.95	
24-41-41-45-534 Safety Commodities FARM PLAN	Street Fund SHIRTS	Streets 51496949	Public Works 10/07/2025	39.95	
24-41-41-45-534 Safety Commodities FARM PLAN	Street Fund JEANS	Streets 51496948	Public Works 10/07/2025	395.85	
24-41-41-45-543 Small Tools, Equipment FARM PLAN	Street Fund Tools	Streets 51497543	Public Works 10/09/2025	14.96	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
24-41-41-45-543 Small Tools, Equipment FARM PLAN	Street Fund TOOLS	Streets 51497830	Public Works 10/10/2025	89.99	
24-41-41-45-543 Small Tools, Equipment FARM PLAN	Street Fund Tools	Streets 51495334	Public Works 10/03/2025	63.96	
24-41-41-45-543 Small Tools, Equipment FARM PLAN	Street Fund SAWZALL BLAD, TORCHES/FASTEN	Streets 51494503	Public Works 09/30/2025	88.14	
24-41-41-45-553 Streets-Fuel VOYAGER FLEET SYSTEMS INC	Street Fund FUEL	Streets 869456715254	Public Works 10/01/2025	1,653.16	
24-41-41-45-556 Parts-Vehicle, Mach, Equip PANHANDLE BOLT COMPANY	Street Fund PARTS	Streets 0034293	Public Works 10/09/2025	64.88	
24-41-41-45-556 Parts-Vehicle, Mach, Equip CARTER'S HOME HARDWARE & AP	Street Fund PARTS	Streets 30554/1	Public Works 10/07/2025	20.78	
24-41-41-45-556 Parts-Vehicle, Mach, Equip DARREN'S CARQUEST AUTO PART	Street Fund PARTS	Streets 2723-522694	Public Works 10/13/2025	72.18	
24-41-41-45-563 Cleaning Supplies IDEAL LINEN INC	Street Fund TOWELS	Streets 11290281	Public Works 09/30/2025	55.00	
24-41-41-45-565 Signs BARCO MUNICIPAL PRODUCTS INC	Street Fund Assorted street signs, post, parts	Streets IN-253008	Public Works 10/01/2025	180.00	
24-41-41-45-565 Signs BARCO MUNICIPAL PRODUCTS INC	Street Fund Assorted street signs, post, parts	Streets IN-253008	Public Works 10/01/2025	14,212.00	
Total Streets:				24,751.38	
Total Public Works:				24,751.38	
Total Street Fund:				24,751.38	
Retired Senior Vol Program					
26-71-70-44-441 Electricity CITY OF ALLIANCE	Retired Senior Vol P ELECTRICITY	Retired Senior Vol Program 16249	Cultural and Leisure 10/01/2025	200.00	
26-71-70-44-451 Telephone Line Expense CLEARFLY COMMUNICATIONS	Retired Senior Vol P 308-762-1293 RSVP	Retired Senior Vol Program INV753287	Cultural and Leisure 10/01/2025	.62	
Total Retired Senior Vol Program:				200.62	
Total Cultural and Leisure Services:				200.62	
Total Retired Senior Vol Program:				200.62	
Economic Development Fund					
35-61-64-43-313 Other Attorney Fees - ED SIMMONS OLSEN LAW FIRM, P.C.	Economic Develop SAND CANYON THERAPY/EDAA	Economic Development Support 8156449	Community Develop 09/30/2025	70.00	
35-61-64-43-313 Other Attorney Fees - ED SIMMONS OLSEN LAW FIRM, P.C.	Economic Develop FLANNEL BROTHERS/EDAA	Economic Development Support 8156443	Community Develop 09/30/2025	98.50	
35-61-64-43-313 Other Attorney Fees - ED SIMMONS OLSEN LAW FIRM, P.C.	Economic Develop JELINEK CUSTOM CLEANING/EDAA	Economic Development Support 8156446	Community Develop 09/30/2025	37.50	
35-61-64-43-313 Other Attorney Fees - ED SIMMONS OLSEN LAW FIRM, P.C.	Economic Develop GENERAL TIF	Economic Development Support 8156450	Community Develop 09/30/2025	520.00	
35-61-64-47-762 Enhanced Employment Area Tax DAYSRING BANK	Economic Develop HEARTLAND FLATS EEAT	Economic Development Support 09302025	Community Develop 09/30/2025	26,552.49	
Total Economic Development Support:				27,278.49	
Total Community Development:				27,278.49	
Total Economic Development Fund:				27,278.49	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
Adminstration Internal Service					
51-13-13-42-292 Interviewing Expense	Adminstration Intern	Personnel	Personnel		
FIRSTBANK CARD	DMV & DHHS	MAYHEW 09/2	10/13/2025	25.00	
51-13-13-42-292 Interviewing Expense	Adminstration Intern	Personnel	Personnel		
FIRSTBANK CARD	DMV CHECK	MAYHEW 09/2	10/13/2025	7.00	
51-13-13-42-294 Conferences, Cont Education	Adminstration Intern	Personnel	Personnel		
FIRSTBANK CARD	HRAM CULTURE COLLEGE SERIES	MAYHEW 09/2	10/13/2025	80.00	
51-13-13-43-381 DOT Testing	Adminstration Intern	Personnel	Personnel		
BOX BUTTE GENERAL HOSPITAL	DRUG AND ALCOHOL TESTING	73A	09/26/2025	71.00	
51-13-13-43-381 DOT Testing	Adminstration Intern	Personnel	Personnel		
BOX BUTTE GENERAL HOSPITAL	DRUG AND ALCOHOL TESTING	68	09/15/2025	71.00	
51-13-13-43-381 DOT Testing	Adminstration Intern	Personnel	Personnel		
BOX BUTTE GENERAL HOSPITAL	DRUG AND ALCOHOL TESTING	73B	09/30/2025	71.00	
51-13-13-43-381 DOT Testing	Adminstration Intern	Personnel	Personnel		
WPCI	POOL MGMT/POLICY UPDATE	0071909-IN	10/09/2025	300.00	
51-13-13-43-381 DOT Testing	Adminstration Intern	Personnel	Personnel		
WPCI	DOT DRUG TESTING	S170940	09/30/2025	130.00	
51-13-13-44-431 Legal, Public Notices	Adminstration Intern	Personnel	Personnel		
FIRSTBANK CARD	POSTAGE	MAYHEW 09/2	10/13/2025	8.90	
51-13-13-44-432 Employment Notices	Adminstration Intern	Personnel	Personnel		
FIRSTBANK CARD	JOB POST	MAYHEW 09/2	10/13/2025	6.93	
51-13-13-44-436 Mail, Delivery Services	Adminstration Intern	Personnel	Personnel		
QUADIENT FINANCE USA INC	PERSONNEL	SEPTEMBER 2	09/30/2025	19.08	
51-13-13-44-451 Telephone Line Expense	Adminstration Intern	Personnel	Personnel		
CLEARFLY COMMUNICATIONS	308-313-2087	INV753287	10/01/2025	15.06	
51-13-13-44-451 Telephone Line Expense	Adminstration Intern	Personnel	Personnel		
CLEARFLY COMMUNICATIONS	308-313-2065 PERSONNEL	INV753287	10/01/2025	.35	
51-13-13-44-451 Telephone Line Expense	Adminstration Intern	Personnel	Personnel		
CLEARFLY COMMUNICATIONS	308-313-2063 PERSONNEL	INV753287	10/01/2025	.37	
51-13-13-45-511 Office Supplies	Adminstration Intern	Personnel	Personnel		
FIRSTBANK CARD	OFFICE SUPPLIES	MAYHEW 09/2	10/13/2025	54.09	
51-13-13-45-526 Other Supplies	Adminstration Intern	Personnel	Personnel		
FIRSTBANK CARD	NOTARY	MAYHEW 09/2	10/13/2025	32.50	
51-13-13-45-526 Other Supplies	Adminstration Intern	Personnel	Personnel		
FIRSTBANK CARD	PRESENTATION SOFTWARE	MAYHEW 09/2	10/13/2025	156.00	
51-13-13-45-526 Other Supplies	Adminstration Intern	Personnel	Personnel		
FIRSTBANK CARD	NOTARY	MAYHEW 09/2	10/13/2025	50.00	
Total Personnel:				1,098.28	
Total Personnel:				1,098.28	
51-14-14-43-311 City Attorney Retainer	Adminstration Intern	Legal	Legal		
SIMMONS OLSEN LAW FIRM, P.C.	RETAINER	8156445	09/30/2025	6,106.40	
51-14-14-43-312 City Attorney Additional	Adminstration Intern	Legal	Legal		
SIMMONS OLSEN LAW FIRM, P.C.	ESSENTIAL AIR SERVICE DETERMI	8156504	09/30/2025	1,987.50	
51-14-14-43-313 Other Attorney Fees	Adminstration Intern	Legal	Legal		
SIMMONS OLSEN LAW FIRM, P.C.	GARTON REAL ESTATE SALE	8156444	09/30/2025	37.50	
51-14-14-43-315 City Prosecutor	Adminstration Intern	Legal	Legal		
SIMMONS OLSEN LAW FIRM, P.C.	2025 PROSECUTIONS	8156516	09/30/2025	707.00	
Total Legal:				8,838.40	
Total Legal:				8,838.40	
51-17-17-43-335 Other Technical Services	Adminstration Intern	MIS	Technology		
BYTES COMPUTER	MONTHLY BILLING	CW42242	10/02/2025	10,580.72	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
51-17-17-44-423 Database Subscriptions CASELLE INC	Adminstration Intern MAINTENANCE/SUPPORT	MIS INV-11509	Technology 10/01/2025	1,747.00	
51-17-17-44-423 Database Subscriptions CIVIC PLUS	Adminstration Intern ANNUAL FEE	MIS 341017	Technology 10/01/2025	1,606.38	
51-17-17-44-451 Telephone Line Expense CHARTER COMMUNICATIONS	Adminstration Intern TELEPHONE LINE EXPENSE	MIS 176247201091	Technology 09/14/2025	15.82	
51-17-17-44-457 Internet Operating Expense MOBIUS COMMUNICATIONS CO.	Adminstration Intern 308-762-4512	MIS 151336	Technology 10/01/2025	50.00	
51-17-17-44-457 Internet Operating Expense MOBIUS COMMUNICATIONS CO.	Adminstration Intern 012-762-9048	MIS 151343	Technology 10/01/2025	40.00	
Total MIS:				14,039.92	
Total Technology:				14,039.92	
51-21-21-44-436 Mail, Delivery Services QUADIENT FINANCE USA INC	Adminstration Intern FINANCE	Accounting SEPTEMBER 2	Finance 09/30/2025	327.16	
51-21-21-44-451 Telephone Line Expense CLEARFLY COMMUNICATIONS	Adminstration Intern 308-313-2066 ACCOUNTING	Accounting INV753287	Finance 10/01/2025	.34	
51-21-21-45-511 Office Supplies EAKES INC	Adminstration Intern RIBBONS/ERASERS	Accounting 9217405-0	Finance 10/07/2025	22.13	
Total Accounting:				349.63	
Total Finance:				349.63	
Total Adminstration Internal Service:				24,326.23	
Enterprise Internal Service					
55-21-23-44-436 Mail, Delivery Services POSTMASTER	Enterprise Internal S PERMIT MAILING	Utility Customer Service SEPT 2025	Finance 09/23/2025	3,000.00	
55-21-23-44-436 Mail, Delivery Services QUADIENT FINANCE USA INC	Enterprise Internal S UTILITIES	Utility Customer Service SEPTEMBER 2	Finance 09/30/2025	903.78	
55-21-23-44-451 Telephone Line Expense CLEARFLY COMMUNICATIONS	Enterprise Internal S 5075	Utility Customer Service INV753287	Finance 10/01/2025	.34	
55-21-23-44-479 CNTSVC Other PAYMENT SERVICE NETWORK INC	Enterprise Internal S MONTHLY BILLING	Utility Customer Service 316059	Finance 10/02/2025	79.85	
Total Utility Customer Service:				3,983.97	
Total Finance:				3,983.97	
55-51-56-43-373 Contract Custodial Services HP CLEANING AND SEWING	Enterprise Internal S CLEANING SERVICES	Warehouse 100325UF	Utilitiy Superintenden 10/01/2025	1,100.00	
55-51-56-43-379 Other Contract Operating Svcs IDEAL LINEN INC	Enterprise Internal S MOPS/MATS	Warehouse 11290282	Utilitiy Superintenden 09/30/2025	112.73	
55-51-56-44-441 Electricity COA UTILITIES	Enterprise Internal S ELECTRIC	Warehouse UTILITIES 10/0	Utilitiy Superintenden 10/02/2025	899.65	10/02/2025
55-51-56-44-442 Water-Sewer COA UTILITIES	Enterprise Internal S WATER / SEWER	Warehouse UTILITIES 10/0	Utilitiy Superintenden 10/02/2025	82.51	10/02/2025
55-51-56-44-443 Refuse COA UTILITIES	Enterprise Internal S REFUSE	Warehouse UTILITIES 10/0	Utilitiy Superintenden 10/02/2025	126.11	10/02/2025
55-51-56-44-451 Telephone Line Expense CLEARFLY COMMUNICATIONS	Enterprise Internal S 308-313-2079 WAREHOUSE	Warehouse INV753287	Utilitiy Superintenden 10/01/2025	.37	
55-51-56-44-461 PMCNTSVC-Office Mach, Equip CENTURY BUSINESS PRODUCTS	Enterprise Internal S COLOR IMAGES	Warehouse 814204	Utilitiy Superintenden 09/24/2025	88.51	

GL Account and Title Vendor Name	Segment Fund Description	Segment Under Dept Invoice Number	Segment Department Invoice Date	Net Invoice Amount	Date Paid
55-51-56-44-481 NRCNTSVC-Office Mach, Equip	Enterprise Internal S Warehouse		Utilitiy Superintenden		
MOBIUS COMMUNICATIONS CO.	JACKS IN WAREHOUSE BREAKRO	757735	09/17/2025	109.60	
55-51-56-45-544 Small Tools, Equipment	Enterprise Internal S Warehouse		Utilitiy Superintenden		
HOTSY EQUIPMENT	FOAMER LS 12 W/ TANK	357871	09/29/2025	163.54	
Total Warehouse:				2,683.02	
Total Utilitiy Superintendent:				2,683.02	
Total Enterprise Internal Service:				6,666.99	
Health Care Internal Service					
57-81-81-42-281 Specific Premium	Health Care Internal	Health Support	Personnel		
REGIONAL CARE, INC.	SPECIFIC PREMIUM	OCTOBER-25	10/01/2025	42,357.61	10/10/2025
57-81-81-42-285 Transplant Coverage	Health Care Internal	Health Support	Personnel		
REGIONAL CARE, INC.	TRANSPLANT COVERAGE	OCTOBER-25	10/01/2025	1,211.14	10/10/2025
57-81-81-42-286 Aggregate Premium	Health Care Internal	Health Support	Personnel		
REGIONAL CARE, INC.	AGGREGATE PREMIUM	OCTOBER-25	10/01/2025	1,274.46	10/10/2025
57-81-81-42-287 Employee Claims	Health Care Internal	Health Support	Personnel		
REGIONAL CARE, INC.	HEALTH CLAIMS	10062025-HC	10/06/2025	7,959.13	10/10/2025
57-81-81-42-288 Employee Insurance Admin	Health Care Internal	Health Support	Personnel		
REGIONAL CARE, INC.	EMPLOYEE INSURANCE ADMIN	OCTOBER-25	10/01/2025	2,410.60	10/10/2025
57-81-81-42-289 Vision Premium	Health Care Internal	Health Support	Personnel		
REGIONAL CARE, INC.	VISION	OCTOBER-25	10/01/2025	1,688.00	10/10/2025
57-81-81-43-379 Other Contract Operating Svcs	Health Care Internal	Health Support	Personnel		
REGIONAL CARE, INC.	HAYS PREMIUM	OCTOBER-25	10/01/2025	2,500.00	10/10/2025
Total Health Support:				59,400.94	
Total Personnel:				59,400.94	
Total Health Care Internal Service:				59,400.94	
Grand Totals:				629,018.63	

Dated: _____

Mayor: _____

City Manager: _____

City Treasurer: _____

Report Criteria:

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

COUNCIL PROCEEDINGS

The Alliance, Nebraska City Council met in a Regular Meeting on Tuesday, October 7, 2025 at 7:00 p.m. Present were Council Members McGhehey, Mashburn, Turman and Yates.

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

1. Approved the Consent Calendar. Ayes: All. Motion carried.
2. Adopted Ordinance No. 3006, which approves and amends the City of Alliance Municipal Code Section 26-52, titled *School Zones*. The amendment will allow for speed limits within all school zones, which shall be 15 miles per hour between the hours of 7:00 a.m. and 5:00 p.m. when school is in session, with the exception of school zones on Box Butte Avenue and East 10th Street, which shall be 20 miles per hour between the hours of 7:00 a.m. and 5:00 p.m. when school is in session. Ayes: All. Motion carried.
3. Passed the first reading of Ordinance No. 3007, which will approve and amend the City of Alliance Municipal Code Section 26-161 through 26-166 regarding Bicycles, Electric Bicycles, Electric Scooters, Minibikes and Golf Cart operations and regulations. Ayes: All. Motion carried.
4. Approved Resolution No. 25-117, which approves the Plan and Project for Wildflower Haven, LLC at 424 Mississippi Avenue which has been determined that the Plan meets the requirements of Section 18-2155(2) of the Community Development Law and is consistent with the City's Comprehensive Plan. Noting a Conflict-of-Interest statement was received by Councilman Yates. Ayes: Turman, Mashburn, McGehey. Abstaining: Yates. Motion carried.
5. Approved Resolution No. 25-118, which approves the Plan and Project for Wildflower Haven, LLC at 507 Toluca Avenue which has been determined that the Plan meets the requirements of Section 18-2155(2) of the Community Development Law and is consistent with the City's Comprehensive Plan. Noting a Conflict-of-Interest statement was received by Councilman Yates. Ayes: Turman, Mashburn, McGehey. Abstaining: Yates. Motion carried.
6. Approved Resolution No. 25-119, which approves the Plan and Project for Christina and Scott Yates at 820 Missouri Avenue which has been determined that the Plan meets the requirements of Section 18-2155(2) of the Community Development Law and is consistent with the City's Comprehensive Plan. Noting a Conflict-of-Interest statement was received by Councilman Yates. Ayes: Turman, Mashburn, McGehey. Abstaining: Yates. Motion carried.
7. Approved Resolution No. 25-130, which formally accepts the resignation of City Manager Sorensen with a final employment of October 31, 2025. Ayes: All. Motion carried.

8. Approved Resolution No. 25-131, which accepts and approves the amended fees to the Alliance Police Department Fee Schedule. Ayes: All. Motion carried.
9. The Alliance City Council authorized the City Attorney to seek a declaratory judgment on behalf of the City. Ayes: All. Motion carried.
10. Discussion Item – City Manager Vacancy.

Meeting adjourned at 8:09 p.m.

(SEAL)

John McGhehey, Mayor

Attest:

Ammie L. Bedient, 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.

RESOLUTION NO. 25-132

WHEREAS, the Federal Disaster Mitigation Act of 2000 was signed in to law on October 30, 2000, placing new emphasis on state and local mitigation planning for natural hazards and requiring communities to adopt a hazard mitigation action plan to be eligible for pre-disaster and post-disaster federal funding for mitigation purposes; and

WHEREAS, a Multi-Jurisdictional Hazard Mitigation Plan was prepared by the Region 23 Emergency Management Agency, with assistance from JEO Consulting Group, Inc.

WHEREAS, the purpose of the mitigation plan was to lessen the effects of disasters by increasing the disaster resistance of the counties and participating jurisdictions located within the planning boundary by identifying the hazards that affect the City of Alliance and prioritize mitigation strategies to reduce potential loss of life and property damage from those hazards, and

WHEREAS, FEMA regulations require documentation that the plan has been formally adopted by the governing body of the City of Alliance in the form of a resolution and further requesting approval of the plan at the Federal Level; and

NOW, THEREFORE, BE IT RESOLVED, the governing body of the City of Alliance does herewith adopt the most recent Region 23 Emergency Management Agency Hazard Mitigation Plan in its entirety and requests FEMA approval of same.

PASSED AND APPROVED this 21st day of October, 2025.

John McGhehey, Mayor

(SEAL)

Attest: _____
Ammie L. Bedient, City Clerk

Approved as to Form and Legality:

Simmons Olsen Law Office, Legal Counsel



August 22, 2025

RE: Region 23 Hazard Mitigation Plan – Adoption Resolution

Dear Hazard Mitigation Plan Participant,

Thank you for your participation throughout the last year with the Region 23 Hazard Mitigation Plan. The plan has been reviewed and approved by NEMA and FEMA. Now is the time for your jurisdiction to adopt the plan locally. **Your jurisdictional governing body must adopt the plan via resolution to finalize your participation in the Region 23 Hazard Mitigation Plan.** Attached is an example resolution that you may use or adapt to fit your local needs.

You may view and download the final plan here: <https://bit.ly/Region23> [GoogleDrive](#)

Once you adopt this plan, your jurisdiction will become eligible for FEMA project grant funding to assist with implementation of actions in this plan. A copy of the signed resolution must be returned to JEO Consulting Group, Inc. for submittal to the state and FEMA. **You should send a copy of the signed, adopted resolution to JEO Consulting Group via email at akohel@jeo.com, or mail to:**

JEO Consulting Group, Inc.
Attn: Anthony Kohel
2000 Q Street, Suite 500
Lincoln, Nebraska 68503

Thank you again for your participation! If you have questions about approving the resolution or about the plan, please contact me at (402) 474-8753 or akohel@jeo.com.

Sincerely,

A handwritten signature in black ink, appearing to read 'Anthony Kohel', is written over a light blue horizontal line.

Anthony Kohel
Project Planner

Encl: Adoption resolution example

Narrative

October 21, 2025



RESOLUTION – APPROVAL TO PURCHASE 15 PATROL RIFLES

Background:

The Alliance Police Department is requesting approval to purchase fifteen (15) patrol rifles to replace existing equipment that has exceeded its expected service life. Several of the current rifles are more than ten years old and have been deemed unsafe for continued use.

Through a generous trade-in allowance offered by the distributor, the department will receive \$6,150.00 for the trade-in of the obsolete rifles. This reduces the total purchase cost of the new rifles and all required accessories to \$33,075.00. The department had originally budgeted \$45,000.00 for this equipment purchase, resulting in a savings of approximately \$12,000.00 under budget.

Recommendation:

Staff recommends approval of the purchase of fifteen (15) new patrol rifles, including all required accessories, for a total cost of \$33,075.00.

Resolution No. 25-133

WHEREAS, The City of Alliance Police Department desires to replace and upgrade fifteen (15) patrol rifles currently in use by the officers of the Department; and

WHEREAS, The City of Alliance Police Department is in need of new rifles for the officers of the Department as several of the current rifles are more than ten years old and have been deemed unsafe for continued use; and

WHEREAS, Alex Pro Firearms, LLC of Alexandria, Minnesota quoted fifteen (15) patrol rifles in the amount of Thirty-Three Thousand Seventy-Five and no/100ths Dollars (\$33,075.00); and

WHEREAS, The quote from Alex Pro Firearms, LLC also includes a trade-in allowance of \$6,150.00 for the eighteen (18) rifles currently owned by the Alliance Police Department.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of Alliance, Nebraska, that the quote of Alex Pro Firearms, LLC of Alexandria, Minnesota for the purchase of fifteen (15) patrol rifles along with the trade-in allowance for eighteen (18) rifles be accepted for a net purchase price of Thirty-Three Thousand Seventy-Five Dollars and no/100ths (\$33,075.00).

BE IT FURTHER RESOLVED, that the City Manager is authorized to carry out the actions necessary for the purchase from Alex Pro Firearms, LLC of Alexandria, Minnesota for fifteen (15) patrol rifles purchase in the amount of Thirty-Three Thousand Seventy-Five and no/100ths Dollars (\$33,075.00) from GL # 01-31-32-59-950.

PASSED AND APPROVED this 21st day of October, 2025.

John McGhehey, Mayor

(SEAL)

Attest: _____
Ammie L. Bedient, City Clerk

Approved as to Form and Legality:

Simmons Olsen Law Office, Legal Counsel



Estimate

ALEX PRO FIREARMS, LLC
 8290 STATE HWY 29 N
 ALEXANDRIA, MN 56308
 Phone: 320-852-3040
 Fax: 320-852-3042
 Email: accounting@apfarmory.com
 Website: apfarmory.com

Order #	Date
S12653	10/06/2025



Bill To:
Alliance Police Department 512 Niobrara, Ave Alliance, NE 69301 Phone: 308-762-4955

Ship To:
Alliance Police Department 512 Niobrara, Ave Alliance, NE 69301

Customer: Alliance Police Department

Sales Rep	Payment Terms	FOB Point	Carrier	Ship Service	Date Scheduled
Austin	NET 30	Origin	UPS		04/23/2025

Item #	Type	Number	Description	Unit Price	Qty Ordered
1	Sale	LE001	LE SBR	\$1,050.00	15 ea
2	Sale	ACC-305	Yankee Hill Machine Co, Turbo K-RB	\$599.00	15 ea
3	Sale	MISC. CUSTOMER	EOTECH HWS EXP52	\$665.00	15 ea
4	Sale	MISC. CUSTOMER	Magpul MS4 Sling	\$76.00	15 ea
5	Sale	MISC. CUSTOMER	Streamlight Protac	\$225.00	15 ea
6	Credit Return	T-52	Windom Weaponry 16" Used Rifle	(\$400.00)	11 ea
7	Credit Return	T-03	Used S&W 16" Rifle	(\$250.00)	7 ea

Subtotal: \$33,075.00
Sales Tax: \$0.00
Total: \$33,075.00

Approval: _____ Date: _____

Narrative

October 21, 2025



RESOLUTION – Approve change order for Downey Drilling Inc. for completion of work on well #6 and #4.



Well # 6 and Well #4 at the City of Alliance well field have both been underperforming. These wells are designed to pump 475 GPM and 700 GPM respectively. They are currently producing 300 GPM and 450 GPM. Well # 6 was constructed in 2006 and last rehabilitated in 2013. Well #4 was constructed in 1998 and was last rehabilitated in 2005. At this time both wells will pump air and

smaller volumes of water when run. Neither well is run in normal conditions due to the introduction of air. This causes a “milky” appearance to the water and generates customer complaints. This indicates the presence of holes in the well column. This scenario is caused by well column and well screen being close to each other, the dis-similar metals cause electrolysis therefore corrosion. The bids requested by staff would include work to pull the pumps at each location, remove all the column, clean and inspect the screen and casing and replace any needed material. The contractor will also install VFD or variable frequency drive motors to each. This would allow for the motor to increase or decrease rpm as needed to keep the pump below the water level in times of low water table levels.

This project was bid and awarded to Downey Drilling Inc. in February of 2025. Work commenced on this project and had to be carried forward into this year’s budget. Upon removal of the well column and pumps the damage was more extensive than expected.

Downey Drilling presented a quote of the additional work which amounts to \$79,289.76. Staff is recommending to use funds currently earmarked for water line replacement projects on Hudson from 3rd to 5th and on Laramie from 1st to 4th as the water supply must take priority over pipe replacement. Staff will move forward to do as much work as possible on those line replacement projects with their respective remaining budgets after deducting the amount of this change order.

RECOMMENDATION: APPROVE USE OF FUNDS FROM GL # 08-52-52-59-970 AND APPROVE CHANGE ORDER FOR WELL #6 AND WELL #4 REHABILITAITON.

RESOLUTION NO. 25-134

WHEREAS, The City of Alliance sought competitive quotes to obtain bids for Well #6 and Well #4 Rehabilitation; and

WHEREAS, The City of Alliance awarded the bid to Downey Drilling Inc., as the lowest responsive and responsible bidder; and

WHEREAS, Additional work is needed as damage to the well column and pump is more extensive than originally expected; and

WHEREAS, Staff and engineering personnel have evaluated the well column and pump condition and deem it necessary to do this additional work for the long-term viability of providing drinking water to our Citizens; and

WHEREAS, The City of Alliance is in receipt of a Change Order to address those issues which increases the total project amount by an additional \$79,289.76.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of Alliance, Nebraska, that Change Order Number 1 for Well #6 and Well #4 Rehabilitation is hereby approved in the amount of Seventy-Nine Thousand Two Hundred Eighty-Nine and 76/100ths Dollars (\$79,289.76).

BE IT FURTHER RESOLVED to pay for Change Order #1 from GL# 08-52-52-59-970 Capital Outlay – Other Improvements and to adjust the appropriated funds for projects for water line replacement on Hudson from 3rd to 5th and on Laramie from 1st to 4th to accommodate the cost of this change order.

PASSED AND APPROVED this 21st day of October, 2025.

(SEAL)

John McGhehey, Mayor

Attest: _____

Ammie L. Bedient, City Clerk

Approved as to Form and Legality:

Simmons Olsen Law Office, Legal Counsel

Narrative

October 21, 2025



RESOLUTION - EASEMENT AGREEMENT

This resolution will approve a utility and access easement agreement between the City and Quest Corporation d/b/a Century Link QC. Quest Corporation is bringing a fiber optic line that will run from the airport property line from the Veteran's Cemetery all the way down the road to the east side of the terminal building. The fiber optic line is being installed as part of an FAA project to get a fiber optic line to the VOR (a short-range radio navigation that pilots use) on the airfield.

The road to the Airport is not a dedicated "public right of way" and therefore a private party easement is necessary for the fiber optic line to be located and installed.

RECOMMENDATION: APPROVE THE RESOLUTION TO AUTHORIZE THE MAYOR TO SIGN THE EASEMENT AGREEMENT.

RESOLUTION NO. 25-135

WHEREAS, Quest Corporation d/b/a Century Link QC has the desire to install fiber optic line within the Alliance Municipal Airport property; and

WHEREAS, The location of the fiber optic line will not be within a City or State right of way and a private party easement is necessary to locate, install, and maintain the fiber optic line; and

WHEREAS, The City desires to enter in to a Utility and Access Easement Agreement with Quest Corporation d/b/a Century Link QC for the installation of an underground fiber optic line from the Veteran's Cemetery to the East side of the Terminal Building; and

WHEREAS, City Council believes it is in the best interest of the City of Alliance to enter a Utility and Access Easement Agreement with Quest Corporation d/b/a Century Link QC.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Alliance, Nebraska, that the Utility and Access Easement Agreement with Quest Corporation d/b/a Century Link QC is approved; and

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute the Utility and Access Easement Agreement on behalf of the City of Alliance, Nebraska.

PASSED AND APPROVED this 21st day of October, 2025.

John McGhehey, Mayor

(SEAL)

Attest: _____
Ammie L. Bedient, City Clerk

Approved as to Form and Legality:

Simmons Olsen Law Office, Legal Counsel

UTILITY AND ACCESS EASEMENT AGREEMENT

The City of Alliance, Nebraska (the “Grantor”), being the owner of the real estate described below (the “Real Estate”), for good and valuable consideration received from Qwest Corporation d/b/a CenturyLink QC (the “Grantee”), hereby grants unto Grantee a perpetual easement for an underground fiber optic telecommunications utility line, (collectively, the “Utility Line”), for the purposes, and on the terms and conditions set forth in this Utility and Access Easement Agreement (“Easement Agreement”). The parties agree as follows:

1. **Real Estate.** Grantor owns the Real Estate described on Exhibit A (the “Property”).:
2. **Easement Area.** The Utility Line will be located in the area described and depicted in Exhibit B as the Easement Description (the “Easement Area”)
3. **Easement Purpose and Areas.** This grant of the perpetual easement shall include:
 - A. The right of Grantee and its employees, contractors, and agents to construct, install, operate, inspect, maintain, repair, and remove an underground fiber optic telecommunications utility line and conduit in the Easement Area.
 - B. The right of reasonable ingress and egress to Grantee and its employees, contractors, and agents over and across the Property to and from the Easement Area for the limited purposes of construction, installation, operation, inspection, maintenance, repair and removal of the underground fiber optic telecommunications utility line and conduit.
 - C. The right of Grantee and its employees, contractors, and agents to reasonably clear the Easement Area of any equipment, growth, or material which would be a hazard or a hindrance to the construction, installation, operation, inspection, maintenance, repair or removal of the said underground fiber optic telecommunications utility line and conduit.
 - D. The Grantee’s rights hereunder shall be exercised in a reasonable manner and in such a way that will not unduly interfere with the Grantor’s use of the Property except as is necessary for the construction, installation, operation, inspection, maintenance, repair or removal of the underground fiber optic telecommunications utility line and conduit.
4. **Maintenance of Easement Area.** Grantee shall be responsible for repairing any damage to the Grantor’s Property caused by Grantee’s construction, installation, operation, inspection, maintenance, repair, or removal of the underground fiber optic telecommunications utility line and conduit. The Utility Line will be placed underground and that the surface of the Easement Area shall not be unduly disturbed, except as provided for herein.
5. **Authority; Agreement to Run with the Land.** The parties to this Easement Agreement represent that they each have the authority to enter into this Easement Agreement, that the privileges and obligations of this Easement Agreement shall inure to the benefit of and be binding upon the parties, their heirs, successors and assigns, and further that this Easement Agreement shall run with the land, and be recorded with real estate records in the office of the Box Butte County Clerk.

6. **Reservations and Subordinations.** The Grantee, for itself, its agents, and its successors and assigns, acknowledges that this Easement Agreement is subject to the reservations, required subordinations, and rights of the Grantor set forth in the attached Exhibit C, as the successor of the United States of America to the Real Estate.

Dated: Effective _____, 2025

City of Alliance, Nebraska, Grantor

John McGhehey, Mayor

Attest: _____
City Clerk

Qwest Corporation d/b/a CenturyLink QC, Grantee

By: _____
(Title)

State of Nebraska; County of Box Butte) ss.

The foregoing Easement Agreement was acknowledged before me on this ____ day of _____, 2025 by John McGhehey, Mayor of the City of Alliance, Nebraska.

Notary Public

State of Nebraska; County of Box Butte) ss.

The foregoing Easement Agreement was acknowledged before me on this ____ day of _____, 2025 by _____, of _____.

Notary Public

Exhibit A

Property

Parcel #070200963
Acres: 111.79
Section 7 Township 24 Range 47

Address:
Parcel # 070200114
Acres: 52.35
Section 12 Township 24 Range 48

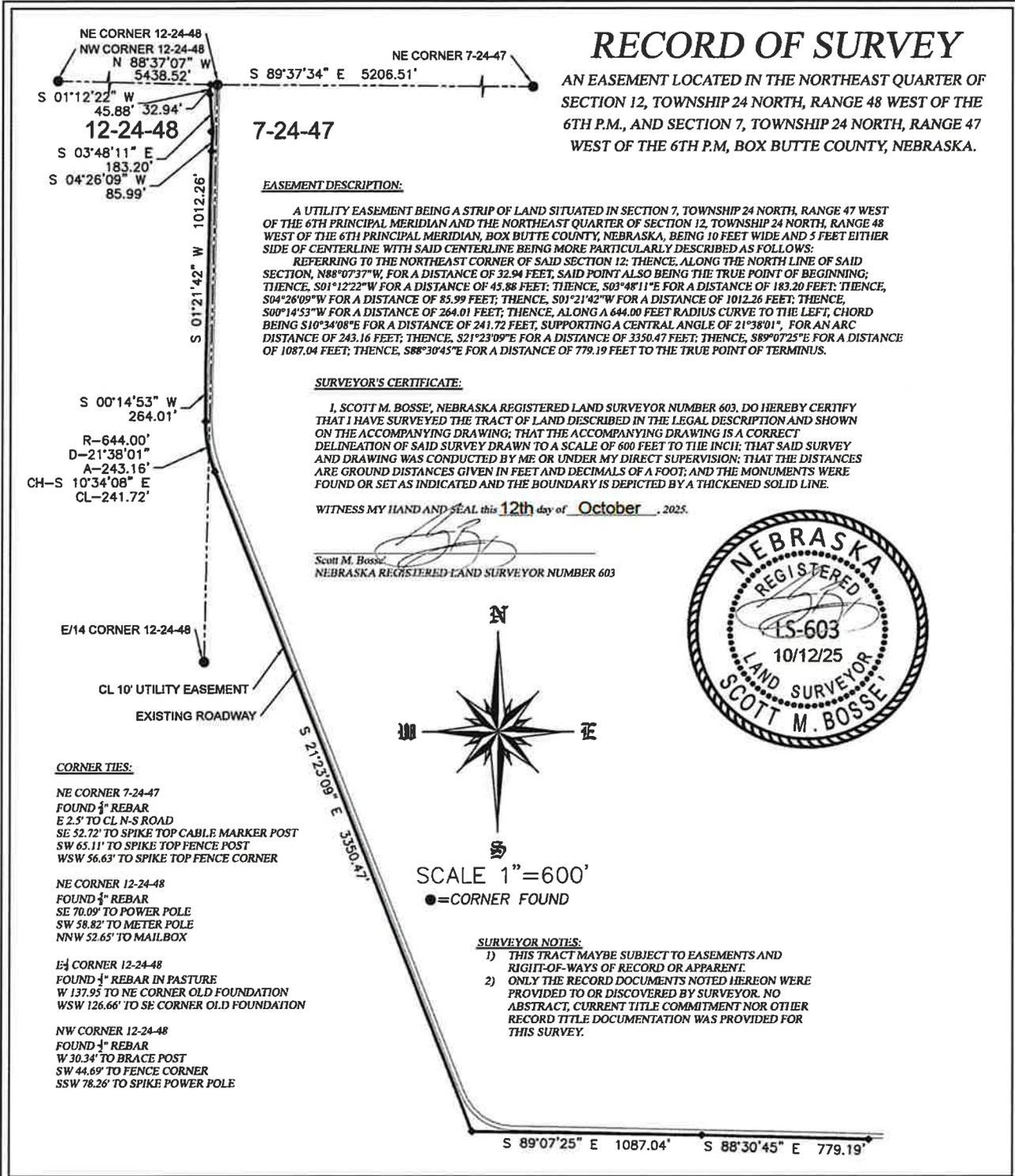
Address:
Parcel # 070050228
Acres: 274.241
Section 12 Township 24 Range 48

Address:
Parcel # 070200033
Acres: 28.56
Section 12 Township 24 Range 48

Exhibit B
Easement Description/Depiction

RECORD OF SURVEY

AN EASEMENT LOCATED IN THE NORTHEAST QUARTER OF SECTION 12, TOWNSHIP 24 NORTH, RANGE 48 WEST OF THE 6TH P.M., AND SECTION 7, TOWNSHIP 24 NORTH, RANGE 47 WEST OF THE 6TH P.M, BOX BUTTE COUNTY, NEBRASKA.



EASEMENT DESCRIPTION:

A UTILITY EASEMENT BEING A STRIP OF LAND SITUATED IN SECTION 7, TOWNSHIP 24 NORTH, RANGE 47 WEST OF THE 6TH PRINCIPAL MERIDIAN AND THE NORTHEAST QUARTER OF SECTION 12, TOWNSHIP 24 NORTH, RANGE 48 WEST OF THE 6TH PRINCIPAL MERIDIAN, BOX BUTTE COUNTY, NEBRASKA, BEING 10 FEET WIDE AND 5 FEET EITHER SIDE OF CENTERLINE WITH SAID CENTERLINE BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
REFERRING TO THE NORTHEAST CORNER OF SAID SECTION 12; THENCE, ALONG THE NORTH LINE OF SAID SECTION, N88°07'37"W, FOR A DISTANCE OF 32.94 FEET, SAID POINT ALSO BEING THE TRUE POINT OF BEGINNING; THENCE, S01°12'22"W FOR A DISTANCE OF 45.88 FEET; THENCE, S03°48'11"E FOR A DISTANCE OF 183.20 FEET; THENCE, S04°26'09"W FOR A DISTANCE OF 85.99 FEET; THENCE, S01°21'42"W FOR A DISTANCE OF 1012.26 FEET; THENCE, S00°14'53"W FOR A DISTANCE OF 264.01 FEET; THENCE, ALONG A 644.00 FEET RADIUS CURVE TO THE LEFT, CHORD BEING S10°34'08"E FOR A DISTANCE OF 241.72 FEET, SUPPORTING A CENTRAL ANGLE OF 21°38'01", FOR AN ARC DISTANCE OF 243.16 FEET; THENCE, S21°23'09"E FOR A DISTANCE OF 3350.47 FEET; THENCE, S89°07'25"E FOR A DISTANCE OF 1087.04 FEET; THENCE, S88°30'45"E FOR A DISTANCE OF 779.19 FEET TO THE TRUE POINT OF TERMINUS.

SURVEYOR'S CERTIFICATE:

I, SCOTT M. BOSSE, NEBRASKA REGISTERED LAND SURVEYOR NUMBER 603, DO HEREBY CERTIFY THAT I HAVE SURVEYED THE TRACT OF LAND DESCRIBED IN THE LEGAL DESCRIPTION AND SHOWN ON THE ACCOMPANYING DRAWING; THAT THE ACCOMPANYING DRAWING IS A CORRECT DELINEATION OF SAID SURVEY DRAWN TO A SCALE OF 600 FEET TO THE INCH; THAT SAID SURVEY AND DRAWING WAS CONDUCTED BY ME OR UNDER MY DIRECT SUPERVISION; THAT THE DISTANCES ARE GROUND DISTANCES GIVEN IN FEET AND DECIMALS OF A FOOT; AND THE MONUMENTS WERE FOUND OR SET AS INDICATED AND THE BOUNDARY IS DEPICTED BY A THICKENED SOLID LINE.

WITNESS MY HAND AND SEAL this 12th day of October, 2025.

Scott M. Bosse
NEBRASKA REGISTERED LAND SURVEYOR NUMBER 603



CORNER TIES:

NE CORNER 7-24-47
FOUND 1/4" REBAR
E 2.5' TO CL N-S ROAD
SE 52.72' TO SPIKE TOP CABLE MARKER POST
SW 65.11' TO SPIKE TOP FENCE POST
WSW 56.63' TO SPIKE TOP FENCE CORNER

NE CORNER 12-24-48
FOUND 1/4" REBAR
SE 70.09' TO POWER POLE
SW 58.82' TO METER POLE
NNW 52.65' TO MAILBOX

E/4 CORNER 12-24-48
FOUND 1/4" REBAR IN PASTURE
W 137.95' TO NE CORNER OLD FOUNDATION
WSW 126.66' TO SE CORNER OLD FOUNDATION

NW CORNER 12-24-48
FOUND 1/4" REBAR
W 30.34' TO BRACE POST
SW 44.69' TO FENCE CORNER
SSW 78.26' TO SPIKE POWER POLE

SURVEYOR NOTES:

- 1) THIS TRACT MAYBE SUBJECT TO EASEMENTS AND RIGHT-OF-WAYS OF RECORD OR APPARENT.
- 2) ONLY THE RECORD DOCUMENTS NOTED HEREON WERE PROVIDED TO OR DISCOVERED BY SURVEYOR. NO ABSTRACT, CURRENT TITLE COMMITMENT NOR OTHER RECORD TITLE DOCUMENTATION WAS PROVIDED FOR THIS SURVEY.

**SHEET
1 OF 1**

PROJECT:
ALLIANCE AIRPORT EASEMENT
ALLIANCE AIRPORT (LUMEN)
ALLIANCE, NEBRASKA

ACCUSTAR SURVEYING
30601 COUNTY ROAD 17
PHONE: (308) 623-0197
MITCHELL, NE 69357
CELL: (308) 631-0737

Scale 1"=600'
Date: OCTOBER 12, 2025
Drawn By: SMJ
REVISED:

Exhibit C
Property Reservations/Restrictions

The Easement Agreement is subordinate to provisions of any existing or future agreement between the Grantor and the United States of America, or any agency thereof, relative to the operation, development, or maintenance of the Grantor's airport, the execution of which has been or may be required as a condition precedent to the expenditure of federal funds for the development of the airport.

The Grantee for itself, its heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the Real Estate that in the event facilities are constructed, maintained, or otherwise operated on the Real Estate for a purpose for which a Department of Transportation program or activity extended credit, financing, or consideration or for another purpose involving the provision of similar services or benefits, the Grantee shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to 49 CFR Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation, and as said Regulations may be amended.

The Grantee, for itself, its personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the Real Estate that:

- a. no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities;
- b. for the construction of any improvements on, over, or under such Real Estate and the furnishing of services thereon, no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination;
- c. The Grantee shall use the Easement Area in compliance with all other requirements imposed by or pursuant to 49 CFR Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation, and as said Regulations may be amended.

The Grantor reserves the right (but shall not be obligated to Grantee) to maintain and keep in repair the landing area of the airport and all publicly-owned facilities of the airport, together with the right to direct and control all activities of the Tenant in this regard.

The Grantor reserves the right further to develop or improve the landing area and all publicly-owned air navigation facilities of the airport as it sees fit, regardless of the desires or views of the Grantee, and without interference or hindrance.

The Grantor reserves the right to take any action it considers necessary to protect the aerial approaches of the airport against obstruction, together with the right to prevent the Grantee from erecting, or permitting to be erected, any building or other structure on the airport which in the opinion of the Grantor would limit the usefulness of the airport or constitute a hazard to aircraft.

During time of war or national emergency the Grantor shall have the right to enter into an agreement with the United States Government for military or naval use of part or all of the landing area, the publicly-owned air navigation facilities and/or other areas or facilities of the airport. If any such agreement is executed, the provisions of this Easement Agreement may be terminated.

It is understood and agreed that the rights granted by this Easement Agreement will not be exercised in such a way as to interfere with or adversely affect the use, operation, maintenance or development of the airport.

There is reserved to the Grantor, its successors and assigns, for the use and benefit of the public, a free and unrestricted right of flight for the passage of aircraft in the airspace above the surface of the Easement Area herein conveyed, together with the right to cause in said airspace such noise as may be inherent in the operation of aircraft, now known or hereafter used for navigation of or flight in the air, using said airspace or landing at, taking off from, or operating on or about the airport.

Narrative

October 21, 2025

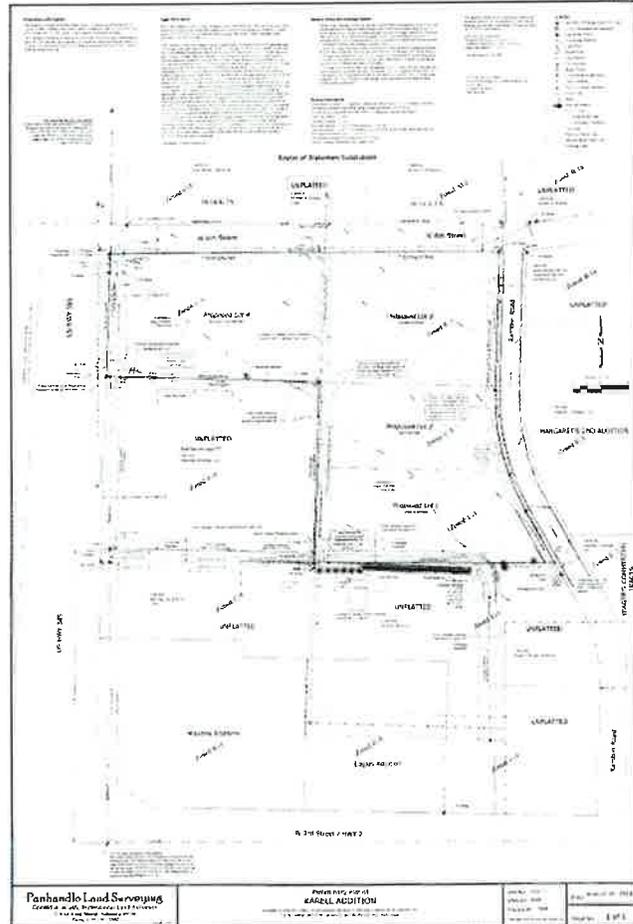


ORDINANCE – FINAL PLAT OF KARELL ADDITION TO THE CITY OF ALLIANCE, BOX BUTTE COUNTY, NEBRASKA.

The City of Alliance is in receipt of an application for a Final Plat for the dedication of Karell Addition to the City of Alliance, Box Butte County, Nebraska.

The proposed addition is located at the southwest corner of West 6th Street and Ramblin Rd. The addition is bordered by Ag, Agriculture zoning to the west, R-4, Atypical Residential Housing and C-3 Heavy Commercial to the north, R-1a, Single Family Residential and C-3 Heavy Commercial to the east, and C-3 Heavy Commercial to the south. The zoning is not proposed to change as part of this subdivision.

The proposed lots are currently vacant. The proposed land use of Lot 3 is camper storage, Lot 2 is cold storage, and Lot 1 is storage. Lot 4s proposed land use is currently unknown. Camper storage will require a Conditional Use Permit. The proposed subdivision is bordered by single family homes to the north, agriculture to the west, a tree trimming and landscaping business to the south, storage units and vacant land to the east.



The plat creates a 20 foot wide utility easement along the east side of proposed Lots 1, 2, and 3 for water main extension. It is a general utility easement so other utilities may co-locate there. The plat will create a 20 foot wide alley between proposed Lots 1-3 and the land to the west (Lot 4). This is primarily to replace an easement for a sanitary sewer trunk main installed in 1968 and provide a secondary means of access to the lots. The alley dead ends at the south end of the proposed subdivision. The Planning Commission recommended adding a 40' x 40' cul-de-sac at the south end of the alley for a turn around and the developer was agreeable to that.

The subdivision is bordered by Nebraska State Highway 2 / US Highway 385 to the west, West 6th Street to the north, and Ramblin Road to the east. There are not any proposed streets but there is proposed an approximately 650 foot alley north and south through the subdivision. Highway 2 is a principal arterial and Ramblin Road has begun to function as a minor arterial since the construction of the W 10th Street overpass (Transportation Pg. 2). West 6th Street is not paved but it would provide access between Ramblin Rd. and Highway 2 and the north sides of Lots 4 and 3 if it were. Ramblin Rd. and Highway 2 would be able to accommodate additional traffic from development of the proposed commercial lots.

Typically, technical drawings and installation guarantees for public improvements are required as part of the subdivision of property located in the City and adjacent to the City. The applicant is requesting the City waive the requirement to install watermain along Ramblin Road. Should Council choose to waive this requirement, staff

Narrative

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recommends requiring the applicant enter into a deferment agreement with the City that allows the deferment currently and guarantees installation at a future time according to the conditions in the agreement. These conditions are usually things like development, water system looping, pressure requirements, etc.

The City of Alliance Planning Commission met at its regular meeting February 11, 2025 and found that the final plat was consistent with the goals in the Comprehensive Plan and met the minimum requirements of the Alliance Municipal Code. They voted yes on a recommendation to the Alliance City Council for the

approval of Karell Addition to the City of Alliance, Box Butte County, Nebraska provided a 40' X 40' cul-de-sac be added at the south end of the alley, after making the following findings of fact:

- The subdivision would permit additional commercial development along Ramblin Road and Nebraska Highway 2.
- The commercial subdivision is consistent with the neighborhood identification in page LU 9 as commercial.
- The Final Plat contains all components required by Section 107-82 of the Alliance Municipal Code.
- Transportation routes along the west and east lot lines would provide sufficient access to the proposed lots.
- The subdivision meets the minimum requirements of Section 109-51 C-3, Heavy Commercial District (zoning) of the Alliance Municipal Code.

Possible reasons not to approve the plat would be:

- The alley proposed to be dedicated is a dead end.
- West 6th Street is not paved.
- The applicant is asking the public improvements not be required for platting.

RECOMMENDATION: THE APPROVAL OF THE FINAL PLAT OF KARELL ADDITION TO THE CITY OF ALLIANCE, BOX BUTTE COUNTY, NEBRASKA PROVIDED THE APPLICANT ENTER INTO A DEFERMENT AGREEMENT WITH THE CITY IN LIEU OF A COMPLETE WAIVER OF THE REQUIREMENT TO INSTALL THE PUBLIC IMPROVEMENTS.

ORDINANCE NO. 3005

AN ORDINANCE OF THE CITY OF ALLIANCE, NEBRASKA APPROVING THE FINAL PLAT FOR KARELL ADDITION, A 9.14 ACRE TRACT OF LAND DESCRIBED AS PART OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 34 AND PART OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 35, TOWNSHIP 25 NORTH, RANGE 48 WEST OF THE 6TH PRINCIPAL MERIDIAN, ALLIANCE, BOX BUTTE COUNTY, NEBRASKA; AUTHORIZING THE MAYOR TO SIGN THE PLAT; ORDERING THE FINAL PLAT TO BE FILED IN THE OFFICE OF THE REGISTER OF DEEDS OF BOX BUTTE COUNTY; 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 Karell Addition, a 9.14 acre tract of land described as part of the Southeast Quarter of the Northeast Quarter of Section 34 and part of the Southwest Quarter of the Northwest Quarter of Section 35, Township 25 North, Range 48 West of the 6th Principal Meridian, Alliance, Box Butte County, Nebraska from James Karell, President of Karell Remodeling Services and Properties, Inc.

SECTION 2. The Planning Commission held a public hearing on February 11, 2025, and has recommended the approval of the Final Plat.

SECTION 3. The Final Plat of Karell Addition, a 9.14 acre tract of land described as part of the Southeast Quarter of the Northeast Quarter of Section 34 and part of the Southwest Quarter of the Northwest Quarter of Section 35, Township 25 North, Range 48 West of the 6th Principal Meridian, Alliance, Box Butte County, Nebraska is approved by the City of Alliance.

SECTION 4. The Mayor is authorized to sign the Final Plat on behalf of the City of Alliance, Nebraska. Such Final Plat and related documents are ordered to be filed and recorded in the office of the Register of Deeds, Box Butte County, Nebraska

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 on October ____, 2025

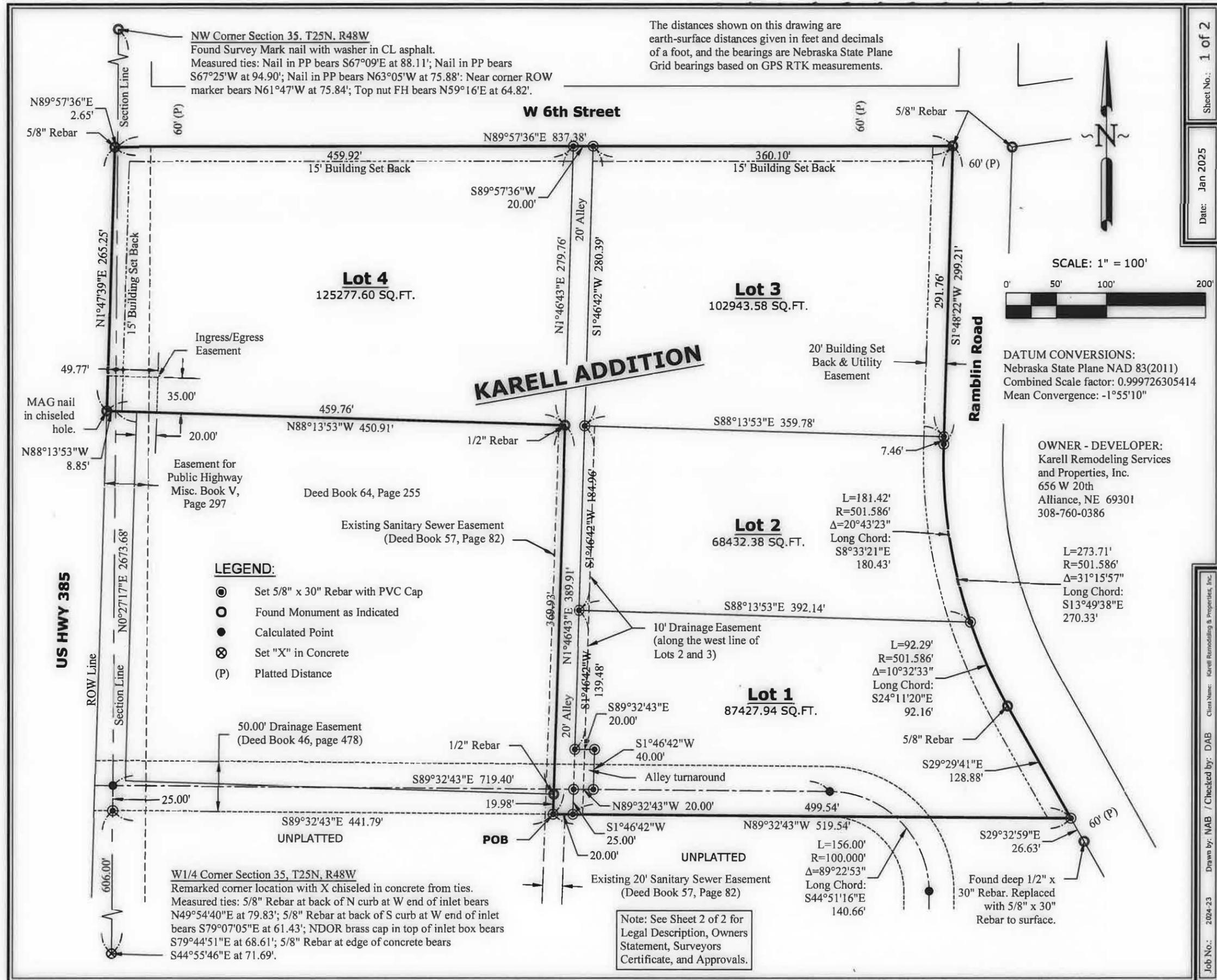
John McGhehey, Mayor

(SEAL)

Attest: _____
Ammie L. Bedient, City Clerk

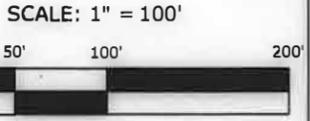
Approved as to Form and Legality:

Simmons Olsen Law Office, Legal Counsel



NW Corner Section 35, T25N, R48W
 Found Survey Mark nail with washer in CL asphalt.
 Measured ties: Nail in PP bears S67°09'E at 88.11'; Nail in PP bears S67°25'W at 94.90'; Nail in PP bears N63°05'W at 75.88'; Near corner ROW marker bears N61°47'W at 75.84'; Top nut FH bears N59°16'E at 64.82'.

The distances shown on this drawing are earth-surface distances given in feet and decimals of a foot, and the bearings are Nebraska State Plane Grid bearings based on GPS RTK measurements.



DATUM CONVERSIONS:
 Nebraska State Plane NAD 83(2011)
 Combined Scale factor: 0.999726305414
 Mean Convergence: -1°55'10"

OWNER - DEVELOPER:
 Karell Remodeling Services and Properties, Inc.
 656 W 20th
 Alliance, NE 69301
 308-760-0386

- LEGEND:**
- ⊙ Set 5/8" x 30" Rebar with PVC Cap
 - Found Monument as Indicated
 - Calculated Point
 - ⊗ Set "X" in Concrete
 - (P) Platted Distance

W1/4 Corner Section 35, T25N, R48W
 Remarkered corner location with X chiseled in concrete from ties.
 Measured ties: 5/8" Rebar at back of N curb at W end of inlet bears N49°54'40"E at 79.83'; 5/8" Rebar at back of S curb at W end of inlet bears S79°07'05"E at 61.43'; NDOR brass cap in top of inlet box bears S79°44'51"E at 68.61'; 5/8" Rebar at edge of concrete bears S44°55'46"E at 71.69'.

Note: See Sheet 2 of 2 for Legal Description, Owners Statement, Surveyors Certificate, and Approvals.

Panhandle Land Surveying
 Donald A. Brush, Professional Land Surveyor
 870 SB Road, Morrill, Nebraska, 69358
 Phone: (308) 247-2602

Final Plat of
**LOTS 1, 2, 3, & 4,
 KARELL ADDITION,**
 to the City of Alliance, Box Butte County, Nebraska.

Legal Description:

Part of the Southeast Quarter of the Northeast Quarter (SE1/4NE1/4) of Section 34 and part of the Southwest Quarter of the Northwest Quarter (SW1/4NW1/4) of Section 35, Township 25 North, Range 48 West of the 6th Principal Meridian, Alliance, Box Butte County, Nebraska, more particularly described as follows:

With reference to the southwest corner of said SW1/4NW1/4; thence on the west line of said SW1/4NW1/4 N0°27'17"E (basis of bearing) a distance of 606.00 feet to the intersection of said west line with the south line of a 50 foot drainage easement recorded in Deed Book 46, Page 478; thence, at right angles to said west line, on said south line S89°32'43"E, a distance of 441.79 feet to the intersection of said south line with the southerly extension of the east line of a tract of land described in Deed Book 64, Page 255, said point being the POINT OF BEGINNING of this description; thence on said extension and on said east line N1°46'43"E a distance of 389.91 feet to the northeast corner of said tract; thence on the north line of said tract and on the extension of said north line N88°13'53"W a distance of 450.91 feet to the intersection of said extension line with said west line of said SW1/4NW1/4; thence continuing on said extension line N88°13'53"W a distance of 8.85 feet to a point on the east right-of-way (ROW) line of US Highway 385; thence on said ROW line N1°47'39"E a distance of 265.25 feet to the intersection of said ROW line with the south ROW line of West 6th Street; thence on said south ROW line N89°57'36"E a distance of 2.65 feet to a point on said west line of said SW1/4NW1/4; thence continuing on said south ROW line N89°57'36"E a distance of 837.38 feet to the intersection of said south ROW line with the west ROW line of Ramblin Road; thence on said west ROW line S1°48'22"W a distance of 299.21 feet; thence continuing on said west ROW line a distance of 273.71 feet on a tangent curve to the left, said curve having a radius of 501.586 feet, an included angle of 31°15'57", and a long chord bearing of S13°49'38"E a distance of 270.33 feet; thence continuing on said west ROW line, tangent to foresaid curve S29°29'41"E a distance of 128.88 feet to the intersection of said west ROW line with the extension of said south line of said 50 foot drainage easement; thence on said extension of said south line and on said south line N89°32'43"W a distance of 519.54 feet to the point of beginning, containing 9.14 acres more or less.

OWNER'S STATEMENT:

The undersigned, being the Owner of the tract of land described in the foregoing Legal Description and shown on the accompanying plat, have caused such real estate to be platted as and shall be hereafter known as: LOTS 1, 2, 3, & 4, KARELL ADDITION, TO THE CITY OF ALLIANCE, BOX BUTTE COUNTY, NEBRASKA, as shown on the accompanying plat. It shall be sufficient description of the lots on this plat to hereafter designate the same by the number appearing near the center of the lot followed by the words: KARELL ADDITION, TO THE CITY OF ALLIANCE, BOX BUTTE COUNTY, NEBRASKA.

The alleys and easements are hereby dedicated to the use and benefit of the public. Building lines are hereby established as shown on this plat.

The foregoing plat is made with our free consent and in accordance with the desires of the undersigned Owner.

In testimony whereof, the undersigned have hereunto set their hands this 2 day of January, 2025.

James D Karell
Jim Karell, President
Karell Remodeling Services and Properties, Inc.

ACKNOWLEDGMENT

STATE OF NEBRASKA)
) ss.
COUNTY OF BOX BUTTE)

Before me, a notary public, qualified and acting in said County, personally came Jim Karell, President, Karell Remodeling Services and Properties, Inc., known to me to be the identical person who signed the foregoing "Owner's Statement" and acknowledged the execution thereof to be his voluntary act and deed.

WITNESS MY HAND AND NOTARIAL SEAL

this 20 day of January, 2025.

[Signature]
Notary Public



My Commission Expires: Nov 30, 2028

Note: See Sheet 1 of 2 for layout of plat.

SURVEYOR'S CERTIFICATE:

I, Donald A. Brush, Nebraska Registered Land Surveyor Number 511, duly registered under the Land Surveyor's Regulation Act, do hereby certify that, between July 11, 2024, and July 26, 2024, I have performed a survey of the land depicted on the accompanying drawing; that said drawing is a correct delineation of said survey performed by me or under my direct supervision; that said survey was made with reference to known and recorded monuments marked as shown, and to the best of my knowledge and belief is true, correct and in accordance with the Minimum Standards for Surveys in Nebraska in effect at the time of this survey.

WITNESS MY HAND AND SEAL this 2nd day of January, 2025.
Donald A. Brush
Nebraska Registered Land Surveyor Number 511



APPROVAL AND ACCEPTANCE:

The foregoing plat was approved by the Planning Commission of the City of Alliance, Nebraska. Approved this 16th day of FEBRUARY, 2025.

[Signature]
Planning Commission Chairman,

The foregoing plat and dedication was approved and accepted by the City Council of the City of Alliance, Nebraska.

Approved this _____ day of _____, 2025.

Ordinance No. _____

Mayor _____

ATTEST:

By: _____
City Clerk

Final Plat of
LOTS 1, 2, 3, & 4
KARELL ADDITION,
to the City of Alliance, Box Butte County, Nebraska.

DEFERMENT AGREEMENT FOR PUBLIC IMPROVEMENTS

This Deferment Agreement (“Agreement”) is made on October ____, 2025 between the City of Alliance, Nebraska, a Municipal Corporation, (the “City”) and Karell Remodeling Services and Properties, Inc., a Nebraska Corporation (“Owner”).

1. Owner owns real estate to be subdivided and described as follows: Lots 1, 2, 3, and 4, Karell Addition to the City of Alliance, Box Butte County, Nebraska (the “Property”).
2. Certain public improvements in the form of watermain, water main valves, and fire hydrants (the “Improvements”) which are required by the Alliance Municipal Code to be constructed as part of the City Subdivision process by the Owner, have not been constructed. The parties desire to memorialize their agreement with respect to the construction of these Improvements. For that purpose, Owner desires to bind itself and its successors in interest to construct the Improvements according to the Alliance Municipal Code and as provided in this Agreement. The City is requiring this Agreement to be made by the Owner as a condition of providing subdivision approval of the Property.
3. Upon the City's request or at the time the Property, or any property adjacent or near the Property is developed, and Improvements are desired or required by the City, Owner shall cause the Improvements to be constructed. The cost of these Improvements shall be paid by the Owner. The Owner must construct the Improvements according to the City's ordinances and codes and plans and specifications approved by the City, which approval will not be unreasonably withheld. The Owner understands that prior to, and as a condition of, any person or entity receiving any building permit from the City for construction of any building or other improvement on the Property, the Owner must first have constructed the Improvements and any other public improvements required by the Alliance Municipal Code now or in the future.
4. The Improvements will become the property of the City immediately upon the City Council's acceptance of the Improvements, and Owner will warrant the Improvements for a period of one year after the date the City Council's accepts the Improvements.
5. If the Owner fails to complete construction of any Improvements, the City may complete the construction of the Improvements. The Owner shall, upon the City's demand, reimburse the City for all of the City's costs of completing the construction the Improvements. The City may, at its option, assess all or any part of the unreimbursed cost of the Improvements against the Property. When any installment of special assessments is unpaid for a period of six (6) months after it becomes delinquent, the City may mail written notice to the Owner and demand that the Owner pay such installment. If the Owner fails to do so within thirty (30) days after such notice is mailed, the City may proceed by appropriate action to enforce the Owner's liability as described in this section. In any such action, the City shall not be limited to the installments that are currently due, but shall be entitled to collect the City's entire cost of the Improvements, plus interest at a rate of 12% per year, less sums previously paid. Any notice under this section shall be deemed given if sent by certified U.S. mail, postage prepaid, to the Owner at the address to which the tax statements for the Property are mailed.
6. Any forbearance by the City to exercise any right granted to it in this Agreement shall not be considered a waiver of the City's rights.
7. Owner agree to participate in and not object to the creation of any special improvement districts that may be subsequently created to construct and improve the Property as provided for in this Agreement. This paragraph will not be deemed a waiver of an Owner's right to contest the extent to which it is benefitted by such special improvement district or to contest the amount of any assessments levied against the Owner's property.

8. This Agreement shall run with the land within the Property boundaries and shall bind the parties and their respective successors in interest. The term "Owner" means the current Owner and all future owners of the Property or any portion of the Property. However, notwithstanding anything in this Agreement to the contrary, if an Owner has not commenced construction of Improvements prior to conveying the Property to a third party, such conveying Owner shall have no obligation to construct or pay for Improvements after conveying the Property.
9. The parties agree to execute a Memorandum of Contract suitable for filing in the Office of the Register of Deeds of Box Butte County, Nebraska, to give notice of the fact that this Agreement has been executed. The City Manager may execute the Memorandum of Contract on behalf of the City. The Owner will reimburse the City for the costs of filing this Memorandum of Contract.

By signing below, the parties signify their agreement to the terms of this Agreement.

CITY OF ALLIANCE, NEBRASKA

By _____
John McGhehey, Mayor

Dated: October ____, 2025

Attest:

Ammie L. Bedient, City Clerk

Karell Remodeling Services and Properties, Inc.,
A Nebraska Corporation

By: _____
James D. Karell, President

Dated: October ____, 2025

Memorandum of Contract

The City of Alliance, Nebraska, a Municipal Corporation and Karell Remodeling Services and Properties, Inc., a Nebraska Corporation, give notice that they have executed a Deferment Agreement for Public Improvements dated October ____, 2025. This Agreement involves the following real estate:

Lots 1, 2, 3, and 4, Karell Addition to the City of Alliance, Box Butte County, Nebraska.

The Agreement generally provides for the deferment of certain public improvements, including water main, water main valves, and fire hydrants, as a condition of receiving City approval of the Final Plat of Karell Addition to the City of Alliance, Box Butte County, Nebraska. Parties interested in the real estate described above should inform themselves concerning the details of this Agreement.

CITY OF ALLIANCE, NEBRASKA

John McGhehey, Mayor

STATE OF NEBRASKA, County of Box Butte: ss.

The foregoing Memorandum of Contract was acknowledged before me on October ____, 2025 by John McGhehey, Mayor of the City of Alliance, Nebraska.

Notary Public

Karell Remodeling Services and Properties, Inc.,
A Nebraska Corporation

By: _____
James D. Karell, President

STATE OF NEBRASKA; COUNTY OF BOX BUTTE ss.

The foregoing Memorandum of Contract was acknowledged before me on October ____, 2025 by James D. Karell, President on behalf of Karell Remodeling Services and Properties, Inc., A Nebraska Corporation.

Notary Public

MEMO



TO: [Alliance City Counsel](#)
FROM: [Larry L. Miller](#)
DATE: [October 16, 2025](#)
RE: [Karell Subdivision Deferral Agreement](#)
CC: [John Selzer, Ammie Bedient, Ross Grant, Brent Kusek](#)

First we want to express our appreciation for the City of Alliance considering the deferral of the installation of the water main. However, we have some concerns with regard to the agreement as presented. I have submitted proposed changes for your consideration.

Over time Mr. Karell intends to build over a million dollars' worth of storage units on the property identified as Lots 2 and 3. Mr. Karell's has storage units in Alliance and none of them have water or a need for water. We are requesting that the language be changed so that construction of the water line is only required if the building requires water. Buildings that do not require water would be able to obtain a building permit under our requested revision.

Currently there are only two lots that are not serviced by city water. Lot 4, the lot on the west side can tap into the water line running along 385 or the water line running along the undeveloped 6th street. Lot 3, the lot in the northeast corner can tap into the water line running along the undeveloped 6th Street. Only lots 1 and 2 on the west side do not have access to city water. Lot 1 is the only lot that might desire water in the future. The drainage does not make this land suitable for storage units. It would be cost prohibitive to pay \$100,000 to \$200,000 to install a water main that would service one shop building That expense makes the development of Lot 1 cost prohibitive. One could probably purchase a lot and build a shop for less than the cost of the water line.

Additionally, we are requesting the deletion of the language that says any land near the subdivision. The only land near Karell Subdivision that does not have access to City water is across the street on Ramblin Road. Some of this property has storage units. We think that if the land across the street desires water that Karell Subdivision should not be on the hook for the total costs of the installation of the water main. In that regard we are asking to delete the language about any property near desiring or requiring water. Under the deferral agreement the City could still do a public improvement district but at least the property across the street would have to pay one half the cost of installing the water main.

We would also request that the language regarding any other improvements be removed. It is our understanding that the water is the only improvement that is not installed and that language leaves the development agreeing to something that they cannot imagine what the improvement might be or the cost involved in the installation of the unknown improvement.

We are requesting that if the water main is installed that the required one-year warranty can be provided by the contractor who installs the water main. It seems like the contractor who does the work should be the one who warrants the work, especially when an engineer is overseeing the installation of the water main. Our idea is that the contractor warrants the water main to Karell Remodeling and that warranty is assigned to the City.

The final requested change is to reduce the penalty interest from 12% to 6%. The delay in construction as we have been trying to figure out the cost of the water main has resulted in the construction cost increasing from approximately \$850,000 to almost \$1,300,000.00. While we have not intention to default on any payment in today's economy 12% is quite high.

The construction of the water line really is an expense that makes this construction unprofitable and will be the death of the planned project. We are trying to make the project profitable for both the City through collection of additional taxes and Karell Remodeling in the collection of rent.

I realize that this may be seen as a lot to ask but we are only attempting to limit the liability for the water main for buildings that actually require water and limit Karell's liability for the cost to be proportionate if the land across the street is redeveloped to require water.

Thank you for your consideration,

DEFERMENT AGREEMENT FOR PUBLIC IMPROVEMENTS

This Deferment Agreement (“Agreement”) is made on October ___, 2025 between the City of Alliance, Nebraska, a Municipal Corporation, (the “City”) and Karell Remodeling Services and Properties, Inc., a Nebraska Corporation (“Owner”).

1. Owner owns real estate to be subdivided and described as follows: Lots 1, 2, 3, and 4, Karell Addition to the City of Alliance, Box Butte County, Nebraska (the “Property”).
2. Certain public improvements in the form of watermain, water main valves, and fire hydrants (the “Improvements”) which are required by the Alliance Municipal Code to be constructed as part of the City Subdivision process by the Owner, have not been constructed. The parties desire to memorialize their agreement with respect to the construction of these Improvements. For that purpose, Owner desires to bind itself and its successors in interest to construct the Improvements according to the Alliance Municipal Code and as provided in this Agreement. The City is requiring this Agreement to be made by the Owner as a condition of providing subdivision approval of the Property.
3. At the time the Property, ~~or any property adjacent or near the Property~~ is developed, and Improvements deferred herein are ~~desired or~~ required by the City or the developer ~~and the improvements are not available from City of Alliance water mains~~, Owner shall cause the Improvements to be constructed. The cost of these Improvements shall be paid by the Owner. The Owner must construct the Improvements according to the City’s ordinances and codes and the plans and specifications must be approved by the City, which approval will not be unreasonably withheld. The Owner understands that prior to, and as a condition of, any person or entity receiving any building permit from the City for construction of any building or other improvement on the Property ~~that desires or requires the deferred improvements~~, the Owner must first have constructed the deferred Improvements ~~and any other public improvements required by the Alliance Municipal Code now or in the future~~.
4. The Improvements will become the property of the City immediately upon the City Council’s acceptance of the Improvements, and Owner will warrant the Improvements for a period of one year after the date the City Council’s accepts the Improvements. ~~Said warranty may be provided by the contractor who installs the deferred Improvements.~~
5. If the Owner fails to complete construction of any Improvements, the City may complete the construction of the Improvements. The Owner shall, upon the City’s demand, reimburse the City for all of the City’s costs of completing the construction the Improvements. The City may, at its option, assess all or any part of the unreimbursed cost of the Improvements against the Property. When any installment of special assessments is unpaid for a period of six (6) months after it becomes delinquent, the City may mail written notice to the Owner and demand that the Owner pay such installment. If the Owner fails to do so within thirty (30) days after such notice is mailed, the City may proceed by appropriate action to enforce the Owner’s liability as described in this section. In any such action, the City shall not be limited to the installments that are currently due, but shall be entitled to collect the City’s entire cost of the Improvements, plus interest at a rate of ~~6%~~ ~~12%~~ per year, less sums previously paid.
6. Any notice under this section shall be deemed given if sent by certified U.S. mail, postage prepaid, to the Owner at the address to which the tax statements for the Property are mailed.

7. Any forbearance by the City to exercise any right granted to it in this Agreement shall not be considered a waiver of the City's rights.
8. Owner agrees to participate in and not object to the creation of any special improvement districts that may be subsequently created to construct and improve the Property as provided for in this Agreement. This paragraph will not be deemed a waiver of an Owner's right to contest the extent to which it is benefitted by such special improvement district or to contest the amount of any assessments levied against the Owner's property.
9. This Agreement shall run with the land within the Property boundaries and shall bind the parties and their respective successors in interest. The term "Owner" means the current Owner and all future owners of the Property or any portion of the Property. However, notwithstanding anything in this Agreement to the contrary, if an Owner has not commenced construction of Improvements prior to conveying the Property to a third party, such conveying Owner shall have no obligation to construct or pay for Improvements after conveying the Property.
10. The parties agree to execute a Memorandum of Contract suitable for filing in the Office of the Register of Deeds of Box Butte County, Nebraska, to give notice of the fact that this Agreement has been executed. The City Manager may execute the Memorandum of Contract on behalf of the City. The Owner will reimburse the City for the costs of filing this Memorandum of Contract.
11. By signing below, the parties signify their agreement to the terms of this Agreement.

CITY OF ALLIANCE, NEBRASKA

By: _____
John McGhehey, Mayor

Dated: October ____, 2025

Attest:

Ammie Bedient, City Clerk

Karell Remodeling Services and Properties, Inc.,
A Nebraska Corporation

By: _____
James D. Karell, President

Dated: October ____, 2025

Narrative

October 21, 2025



Bicycle Ordinance

Bicycles, electronic bicycles, and electronic scooters have become prevalent in Alliance. The police department has received numerous complaints about unsafe actions involving these modes of transportation. This ordinance will codify safety practices, outline prohibited practices and provide a means of enforcement for law enforcement as it pertains to bicycles, electronic bicycles and electronic scooters. This ordinance also states that mini-bikes, dirt bikes and similar vehicles are prohibited on public streets at all times. The Alliance Police Department requests council approval of this ordinance.

Ordinance No. 3007

AN ORDINANCE OF THE CITY OF ALLIANCE, NEBRASKA AMENDING THE ALLIANCE MUNICIPAL CODE RELATING TO BICYCLES, ELECTRIC BICYCLES, ELECTRIC SCOOTERS, MINIBIKES AND GOLF CART VEHICLES; ADDING SECTIONS RELATING TO THEIR DEFINITION, OPERATION AND REGULATION; AMENDING SECTION 26-227 TO REQUIRE A SAFETY FLAG ON ALL TERRIAN VEHICLES AND UTILITY-TYPE VEHICLES; REPEALING EXISTING PROVISIONS OF THE CITY CODE NOT CONSISTENT WITH THIS ORDINANCE; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF ALLIANCE, NEBRASKA WHICH DETERMINES THIS ORDINANCE IS NECESSARY IN THE INTEREST OF PUBLIC SAFETY:

Section 1. Section 26-161 through 26-166 of the Alliance Municipal Code are amended to provide as follows:

“Sec. 26-161. DEFINITIONS OF BICYCLE, MINIBIKE, ELECTRIC BICYCLE, AND ELECTRIC SCOOTERS.

- (a) Bicycle shall mean every device propelled solely by human power, on which any person may ride, having two, three, or four wheels, any one or more of which being more than 14 inches in diameter.
- (b) Electric bicycle includes a class 1 electric bicycle, a class 2 electric bicycle, and a class 3 electric bicycle. An electric bicycle does not include electric personal assistive mobility devices.
- (c) Class 1 electric bicycle means a device with the following components:
 - (i) two, three or four wheels;
 - (ii) a saddle or seat for the rider;
 - (iii) fully operative pedals for propulsion by human power;
 - (iv) an electric motor not exceeding seven hundred fifty watts of power that produces no more than one brake horse power, is capable of propelling the bicycle at a maximum designed speed of no more than twenty miles per hour on level ground, only provides power when the rider is pedaling, and does not provide power if the electric bicycle is traveling at a speed of more than twenty miles per hour.
- (d) Class 2 electric bicycle means a device with the following components:
 - (i) two, three or four wheels;
 - (ii) a saddle or seat for the rider;
 - (iii) fully operative pedals for propulsion by human power;
 - (iv) an electric motor not exceeding seven hundred fifty watts of power that produces no more than one brake horse power, is capable of propelling the bicycle at a maximum designed speed of no more than twenty miles per hour on level ground, is capable of providing power whether or not the rider is pedaling, and does not provide power if the electric bicycle is traveling at a speed of more than twenty miles per hour.
- (e) Class 3 electric bicycle means a device with the following components:
 - (i) two, three or four wheels;
 - (ii) a saddle or seat for the rider;

(iii) fully operative pedals for propulsion by human power;

(iv) an electric motor not exceeding seven hundred fifty watts of power that produces no more than one brake horse power, is capable of propelling the bicycle at a maximum designed speed of no more than twenty-eight miles per hour on level ground, only provides power when the rider is pedaling, and does not provide power if the electric bicycle is traveling at a speed of more than twenty-eight miles per hour.

(f) Electric scooter means a device weighing less than 100 pounds with two, three or four wheels, handle bars and a floorboard that can be stood upon while riding, powered by an electric motor, but does not include electric personal assistive mobility devices.

(g) Minibike shall mean a two-wheel motor vehicle that:

(i) has a total wheel and tire diameter of less than 14 inches;

(ii.) has an engine capacity of less than 45 cubic centimeters displacement;

(iii) has an engine power output of less than 3 horsepower;

(iv) has an engine capacity of less than 2,238 watts; or

(v) was primarily designed by the manufacturer of off-road use only.

A minibike shall not include an electric personal assistive mobility device.

Sec. 26-162. Operation

Any Person who operates a bicycle, electric bicycle, or electric scooter upon any streets or public ways within the City shall have all the rights and shall be subject to all of the duties applicable to the driver of a vehicle under the Nebraska rules of road, except as otherwise provided in this Municipal Code.

Sec. 26-163. Prohibited Acts.

(a) Any person who rides a bicycle or electric bicycle shall not ride, other than upon or astride a permanent and regular seat attached thereto.

(b) Any person who rides a bicycle, electric bicycle, or electric scooter shall not remove his or her feet from the pedals or floorboard and shall have at least one hand on all handlebars at all times.

(c) Any person who operates a bicycle, electric bicycle, or electric scooter shall not carry a package, bundle or article that prevents such operator from keeping at least one hand upon the handlebars.

(d) No bicycle, electric bicycle, or electric scooter shall be used to carry more persons at one time, other than the number for which it is designed and equipped.

(e) Any person who rides upon a bicycle, electric bicycle, or electric scooter shall not attach himself, herself, or the bicycle, electric bicycle, or electric scooter to any vehicle upon a street.

(f) Class 2 electric bicycles and class 3 electric bicycles may not be operated within City parks. Class 1 electric bicycles are allowed on paths in City parks unless otherwise designated by signage according to section 16-81(7) of the Alliance Municipal Code.

(g) An electric scooter shall not be used at nighttime within the City.

Sec. 26-164. General Rules.

- (a) Any person who operates a bicycle, electric bicycle, or electric scooter upon the streets or public ways at less than the normal speed of traffic at the time and place under conditions then existing shall ride as near to the right-hand curb or the right-hand edge of the street as practical, except when overtaking and passing another bicycle, electric bicycle, electric scooter or vehicle proceeding in the same direction, or preparing for a left-hand turn onto a private street or driveway or an intersection. If it is necessary to avoid conditions that make it unsafe to continue along the right-hand curb or right-hand edge of the street, a person riding a bicycle, electric bicycle or electric scooter may move to the left, if required.
- (b) A person riding a bicycle, electric bicycle, or electric scooter on a sidewalk or across a street or shoulder in a crosswalk shall have all the rights and duties applicable to a pedestrian under the same circumstances but shall yield the right-of-way to pedestrians. Every person who rides a bicycle, electric bicycle or scooter shall have the duty to exercise reasonable care.

Sec. 26-165. Equipment on Bicycles, Electric Bicycles, Lights and Brakes.

- (a) When in use at nighttime, a bicycle or electric bicycle shall be equipped with a light visible from a distance of at least 500 feet to the front on a clear night and with a red reflector on the rear of a type which is approved by the Department of Motor Vehicles and which is visible on a clear night from all distances between 100 feet and 600 feet to the rear when directly in front of a lawful lower beam of headlights from a motor vehicle. A red light visible from a distance of 500 feet to the rear may be used in addition to such red reflector.
- (b) A bicycle or electric bicycle used on a street shall be equipped with a brake or brakes which will enable the operator to stop the bicycle within 25-feet of braking when moving at a speed of 10 miles per hour on dry, level, clean pavement.

Sec. 26-166. Minibikes, off road use only, emergencies and parades.

Minibikes, go-carts, riding lawn mowers, garden tractors and snow mobiles, and all off road designed vehicles (other than ATVs and UTVs to the extent allowed by the Alliance Municipal Code) shall not be operated on any streets or public ways within the City, except during any public emergency or while being used in parades by the City or regularly organized units of a recognized charitable, social, education or community service organization.”

Section 2. Section 26-189 of the Alliance Municipal Code is now amended to provide as follows:

“Sec. 26-189. Golf Car Vehicles; Operation; Restrictions.

- (a) Golf car vehicle means a vehicle that has at least four wheels, has a maximum level ground speed of less than twenty miles per hour, has a maximum payload capacity of 1,200 pounds, has a maximum gross vehicle weight of 2,500 pounds, has a maximum passenger capacity of not more than four persons, and is designed and manufactured for operation on a golf course for sporting and recreational purposes, and is not being operated within the boundaries of a golf course.
- (b) Street means a public way for a purpose of vehicular travel, including the entire area within the right-of-way, but does not include parks.
- (c) A golf cart vehicle may only be operated within the City between sunrise and sunset and only on streets with a posted speed limit of thirty-five miles per hour or less. A golf cart vehicle shall not be operated at a speed in excess of twenty miles per hour. A golf cart vehicle may only be operated

within the City if the golf cart vehicle has headlights, taillights, and turn signals. When operating a golf cart vehicle, as authorized in this section, the golf cart vehicle shall be equipped with a bicycle safety flag which extends not less than five feet above the ground, attached to the rear of such vehicle. The bicycle safety flag shall be triangular in shape, with an area of not less than thirty square inches and shall be day-glow color.

- (d) Any person operating a golf cart vehicle within the City shall have a valid Class O Operator's License and shall have liability insurance coverage for the golf-cart vehicle according to state law while operating the golf cart vehicle on a street or public way. The person operating the golf cart vehicle shall provide proof of such insurance coverage to a peace officer, within five days of such request.
- (e) Any person operating a golf cart vehicle within the City shall obtain a permit from the Alliance Police Department. Application for said permit shall be on a form provided by the Alliance Police Department and a permit fee of twenty-five dollars shall accompany the completed application form.
- (f) Golf cart vehicles may be operated without complying with sections (c) and (d) of this section on streets in parades which have been authorized by the State of Nebraska or any department, board, commission, or political subdivision of the state.
- (g) Golf cart vehicles may shall not be operated on Box Butte Avenue between First Street to 16th Street, but may be operated on such street in order to cross a portion of the street which intersects with another street on which a golf cart vehicles may be operated.
- (h) A golf cart vehicle shall not be operated at any time, on any state or federal highway, but may be operated on such highway in order to cross a portion of the highway system which intersects a street or public way within the City.
- (i) A crossing of a highway shall be permitted by a golf cart vehicle only if:
 - (i) the crossing is made at an angle of approximately ninety degrees to the direction of the highway, and at a place where no obstruction prevents a quick and safe crossing;
 - (ii) the golf cart vehicle is brought to a complete stop before crossing the shoulder or roadway of the highway;
 - (iii) the operator yields the right-of-way to all oncoming traffic that constitutes an immediate potential hazard; and
 - (iv) when crossing a divided highway, the crossing is made only at an intersection of such highway with a street."

Section 3. Section 26-227 of the Alliance Municipal Code is now amended to provide as follows:

"Sec. 26-227. - Requirements.

When operating an all-terrain vehicle or a utility-type vehicle, the headlight and taillight of the vehicle shall be on and the vehicle shall be equipped with turn signals and a bicycle safety flag which extends not less than five feet above ground attached to the rear of such vehicle. The bicycle safety flag shall be triangular in shape with an area of not less than thirty square inches and shall be day-glow in color. Whenever an all-terrain vehicle or a utility-type vehicle is moving all cargo must be securely attached to the vehicle in such a manner that the cargo will remain secured without any assistance of the operator."

Section 4. All prior sections of the Alliance Municipal Code, and all other Ordinances and parts of Ordinances in conflict herewith are repealed, and the Alliance Municipal Code is amended as provided in this Ordinance. Provided, however, this Ordinance shall not be construed to affect any rights or duties existing at the time this Ordinance becomes effective.

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 on this ___ day of October, 2025

(SEAL)

John McGhehey, Mayor

Attest: _____
Ammie L. Bedient, City Clerk

Approved as to Form and Legality:

Simmons Olsen Law Office, Legal Counsel

Narrative

October 21, 2025



RESOLUTION - EMPLOYER HEALTH INSURANCE RENEWAL



Brown and Brown, the City's health benefits broker, has completed insurance renewal and searched the market for competitive rates for benefits offered to employees. The City aims to maintain the same level of coverage without reducing or eliminating benefits, as it navigates the rising national cost of health coverage.

Administration

- Administration for the health insurance program will continue through Regional Care, Inc. (RCI), our third-party administrator (TPA).
- In regard to reinsurance, after a market analysis, we secured renewal with Symetra at a guaranteed 10% increase.
- Fixed costs increased by 13%. This includes Symetra premiums, TPA fees, Organ Transplant, Life, and Vision Premiums, as well as the City's HSA contributions.
- Claims liability for medical and dental increased 20%. As a reminder, the City plans to meet fixed-cost expenditures; however, claims liability will depend on usage that varies over time. As the City is self-funded, we budget for expected costs, but if those claims aren't realized, the City saves any unspent money. As of September, claims this year total approximately \$693,001, with seven individuals accounting for 55% of expenditure.
- The City is requesting employee premiums for medical, dental, and vision coverage to increase for the first time since 2019. As determined during the budget process, the City must evaluate the budget and funding requests, and it was determined that the employee portion of premiums is below market comparisons. More information and explanation are contained in the Employee Health Insurance Renewal narrative. As discussed last year, employees were advised to anticipate a premium increase for the 2026 plan year, as the health support fund is being spent down and is not able to absorb all future costs.
- Accounting for both fixed cost and expected claims, the City will pay the following for employee medical, dental, vision, HSA, and life benefits per month. The 20% increase in expected claims was the largest driver of costs.
- Overall, the City will see an increase of \$359,738, which equates to 18.6% of FY 2025.

	Fixed Costs	Expected Claims	Monthly Value	Yearly Value	Hourly Value
Single	\$568.46	\$972.07	\$1,540.53	\$18,486.30	\$8.30 per hr.
Family	\$1,301.78	\$2,243.43	\$3,545.21	\$42,542.46	\$18.73 per hr.

RECOMMENDATION: APPROVE THE RESOLUTION FOR HEALTH INSURANCE RENEWAL.

RESOLUTION NO. 25-136

WHEREAS, The City of Alliance has engaged in a process with Brown and Brown, our health benefits broker, evaluating its current healthcare benefit plans offered to employees; and

WHEREAS, Various options and proposals have been considered by staff and Brown and Brown, and staff has recommended the options contained herein; and

WHEREAS, The City of Alliance recommends a proposal to renew our contract for reinsurance carrier with Symetra as set forth herein; and

WHEREAS, The City of Alliance has received a proposal to renew its contract with the Third-Party Administrator, Regional Care Incorporated; and

WHEREAS, The City of Alliance has received a proposal to renew its contract with Unum to provide group term-life employee coverage and voluntary coverage options for employees; and

WHEREAS, The City of Alliance has received a proposal to renew its contract with VSP, Inc. to provide vision coverage; and

WHEREAS, The City of Alliance has received a proposal to renew its contract with AirMedCare for AirLink Membership; and

NOW, THEREFORE, BE IT RESOLVED, City Monthly premium payments per employee to Symetra as the reinsurance carrier, effective January 1, 2026, shall be as follows:

Specific Single Premium	\$ 378.54
Specific Family Premium	\$ 1,045.04
Aggregate Premium	\$ 19.47

NOW, THEREFORE, BE IT RESOLVED, City Monthly premium payments per employee to Regional Care, Inc. as the TPA, effective January 1, 2026, shall be as follows:

Transplant Coverage:	Single \$ 8.69	Family	\$ 21.57
Vision Coverage:	Single \$ 14.16	Family	\$ 27.10

The administrative service fees to Regional Care, Incorporated, shall be \$37.70 monthly per covered employee; and

NOW, THEREFORE, BE IT RESOLVED, City Monthly premium payments per employee to Unum as the provider of term-life employee coverage, effective January 1, 2026, shall be as follows:

Life:	Single \$ 9.90	Family	\$ 10.90
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NOW, THEREFORE, BE IT RESOLVED, administrative service fees paid to AirMedCare for AirLink Membership shall be no more than \$75 per covered employee; and

BE IT FURTHER RESOLVED, the City of Alliance shall make monthly contributions to our Health Support Fund, effective January 1, 2026, for the payment of medical and dental claims up to the following amounts:

Per Single Employee \$ 972.07

Per Family Employee \$2,243.43

PASSED AND APPROVED this 21st day of October 2025.

(SEAL)

John McGhehey, Mayor

Attest:

Amiee Bedient, City Clerk

Approved as to Form and Legality:

Simmons Olsen Law Office, Legal Counsel

Summary of Health Insurance Changes

Goal: Keep costs to employees as low as possible and keep our plan financially sound.

	ER	EE
2026	+15% (\$290,514 increase from 2025)	<p>Increase Single Ded 3300 to 3400; Family 5700 to 5800 (no change to Max OOP) (embedded)</p> <p>M: Single 60 to 72; Family 170 to 221 D: Single 15 to 20; Family 40 to 50 V: Single 5 to 10; Family 20 to 27.10</p> <p>TruHearing discount program (VSP)</p> <p>Change from 24 to 26 Pay periods for premiums.</p>
2025	+21.6% (\$344,437 increase from 2024)	<p>Prem – no change</p> <p>Increase Single Ded 3200 to 3300; Family 5600 to 5700 (no change to Max OOP)</p> <p>Change Co-insurance from 80/20 to 90/10</p> <p>Enhance Plan Coverage for Male Reproductive Health and Obesity Interventions.</p> <p>Add Prescription Safety Glasses to vision coverage with \$20 co-pay</p> <p>Cap Family Dental Deductible at \$150 (was \$50 per plan participant); Increase coverage for Basic services from 80% to 90%, and Major and Ortho services from 50% to 60%.</p> <p>Remove Teladoc (1 person used it 2x in 2024)</p> <p>Add ENI/NextGEN EAP Add ARC Membership</p>
2024	+5.5% (\$259,533)	<p>Prem – no change</p> <p>Increase Single Ded 3000 to 3200 (embedded) HSA 85 to 100 (S) HSA 125 to 140 (F)</p>
2023	+9.5% (\$126,186)	<p>Prem – no change</p> <p>Increase Single Ded 2800 to 3000 Reduce Max OOP \$4/8K Enhance Mammogram and Prostate Screening</p>

2022	-25.1% (LASERS) from the previous year (+\$302,600)	Prem/Ded – no change Dental – \$1,500 to 2K Vision – \$130 to 200 Add Airlink benefit
2021	+17% from the previous year (LASER) (\$256,277)	Prem/Ded – no change
2020	+2.5% from the previous year. (A majority of those savings are a result of the decrease in the aggregate stop-loss premium based largely on claims history.) (\$31,302)	Prem – no change Ded increase \$100 to keep embedded ded. 2800/ F +\$200 = 5600. <i>This can save families money in the event that one family member incurs a large number of medical expenses.</i> HSA 75 to 85 (S) HSA 100 to 125 (F) Basic Life 30K to 55K + Add Voluntary Life and AD&D Wellness Incentive \$100
2019		Prem/Ded – no change HSA 50 to 75 (S) HSA 50 to 100 (F) Increase In Lieu \$250 to \$350 Unbundle Benefits/ In Lieu can elect D/V Add PT – Single D/V

Insurance Renewal

Stop Loss Carrier	Symetra		Symetra	
Specific Deductible	50,000		50,000	
Agg. Deductible	40,000		40,000	
Employees	66		65	
Fixed (Hard) Costs	EE 29	FAM 37	EE 29	FAM 36
Spec.	\$378.54	\$1,045.04	\$315.10	\$897.83
Agg. Prem.	\$19.47	\$19.47	\$19.31	\$19.31
Life Premium	\$9.90	\$10.90	\$8.80	\$9.80
Vision Premium	\$14.16	\$27.10	\$14.16	\$27.10
Organ Transplant Ins	\$8.69	\$21.57	\$10.02	\$24.88
TPA Admin. Fee*	\$37.70	\$37.70	\$35.60	\$35.60
HSA Contribution	\$100.00	\$140.00	\$100.00	\$140.00
(Hard)	\$568.46	\$1,301.78	\$502.99	\$1,154.52
* Excluded Flex Admin	\$197,824.08	\$577,990.32	\$175,040.52	\$498,752.64
Total Annual Fixed Cost	13%	\$775,814.40	15%	\$673,793.16

Maximum Agg. Attachment Point (Soft)				
Claim Factor	\$821.56	\$2,092.92	\$634.74	\$1,646.63
Aggregate Attachment Point	\$285,902.88	\$929,256.48	\$220,889.52	\$711,344.16
Dental Premium	\$100.00	\$100.00	\$119.26	\$119.26
Annual Dental Contribution	\$34,800.00	\$44,400.00	\$41,502.48	\$51,520.32
Maximum Agg. Attachment Point	\$1,294,359.36		\$1,025,256.48	
<i>Additional Costs</i>				
Agg	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00
(Soft)	\$50.51	\$50.51	\$51.28	\$51.28
	\$972.07	\$2,243.43	\$805.28	\$1,817.17
	\$338,278.64	\$996,080.72	\$280,238.15	\$785,018.33
Total Annual Claims Costs	20.17%	\$1,334,359.36	21.28%	\$1,065,256.48
Maximum Cost (Hard + Soft)	\$1,540.53	\$3,545.21	\$1,308.27	\$2,971.69
		\$2,110,173.76		\$1,739,049.64
Employee Contributions (M,D,V)	\$102.00	\$298.10	\$80.00	\$230.00

	FTE	\$1,758.48	FTE	\$1,449.21
Max Cost PEPM	\$1,438.53	\$3,247.11	\$1,228.27	\$2,741.69
Hourly Value (less employee Contributions)	\$8.30	\$18.73	\$7.09	\$15.82

Annual	In Lieu \$	126,000.00	In Lieu \$	130,200.00
	Other Life \$	3,924.00	Other Dental \$	22,897.92
	Other Dental \$	18,000.00	Other Life \$	3,645.60
	Other Vision \$	900.00	Other Vision \$	3,465.84
	B+B \$	30,000.00	B+B \$	30,000.00
	Airlink \$	7,500.00	Airlink \$	7,500.00

Total (In Lieu + P	\$186,324	Total (In Lieu + P	\$197,709
Employees		Employees	

Total	\$2,296,497.76	Total	\$1,936,759.00
Actual Dollar Inc.	\$359,738.76	Actual Dollar Inc.	\$344,436.60
% of Increase	18.6%	% of Increase	21.6%

Symetra Stop Loss

RENEWAL PREPARED FOR

City of Alliance

January 1, 2026

IN PARTNERSHIP WITH: BROWN & BROWN INSURANCE SERVICES INC

You have challenges; we have solutions

We know you have options when choosing a stop loss carrier.

We also know that finding the right partner is important. You need to work with professionals who understand the self-funded industry, who realize the importance of building the right stop loss policy at the right price, and who deliver on their promises year after year.

When you renew with us, you'll find a seamless continuation of all the benefits you've come to expect from your Symetra stop loss policy.

Things like:

- **Fast and fair claims practices.**
- **Most catastrophic claims reviewed and processed within 48 hours through our Preferred ASO Claim Advance program.**
- **Gapless option for renewal run-out contracts means claims paid outside the run-out period are still eligible for reimbursement.**
- **No new lasers or increase on existing lasers at renewal; laser at renewal available by request.**
- **Cost containment and alternative treatment plans to help control costs without sacrificing quality of care.**
- **24/7 online policy administration via Group Online (GO).**

Put our expertise to work for you

Symetra has been in the stop loss business for nearly 50 years, in fact, we helped pioneer it.¹ Our experienced team continues to be available as needed to help you understand and protect your self-funded plan.

2024 performance highlights:

6 days

Most claims paid within 6 business days

3 days

Contract amendments average just 3 business days

99.9%

Claims financial accuracy score

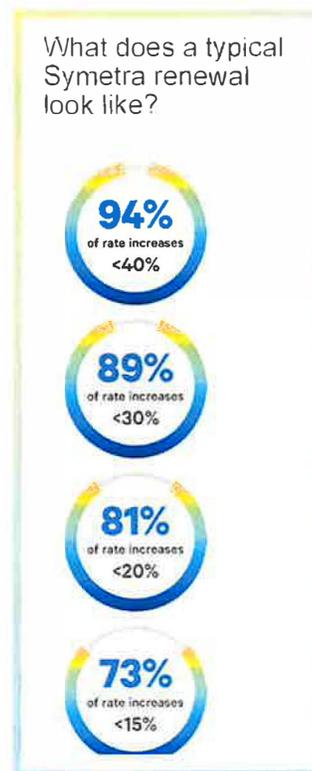
5 years

The average tenure of a Symetra stop loss client is five years, with approx. 120 clients that have been with us for over 10 years or longer (as of Jan. 2025).

Understanding stop loss rates

Pricing stop loss is a complex process and there are many factors that impact rates, especially at renewal. Here are some things we consider when determining the best possible price for your plan:

- **Plan design:** what services are covered; how much are employee copays, coinsurance, deductibles and/or premiums; are there wellness or other value-add programs included?
- **Group population:** how many people are covered; where do members live and/or receive care; what are the demographics of the group?
- **Managed care networks:** are provider and hospital networks helping to lower plan risk; what is the network usage rate?
- **Claims experience:** what is the claims experience history; how many claims, to date, are over the Specific deductible; how many are expected before the end of the plan year?
- **Medical trend:** how much are health care costs projected to increase?
- **Share of risk:** what is your deductible threshold and risk tolerance; how will rising medical trend impact your plan and the accompanying stop loss policy?



Based on Symetra renewal data from January 1, 2021 to January 31, 2023

Lowering premium renewal increases through deductible leveraging

Annual renewal is an opportunity to review how your plan performed over the past year, and to evaluate whether your current Specific deductible is still appropriate. This is especially true when rising medical costs are paired with higher than expected claims, as this combination typically means a rate adjustment is needed for the new plan year.

Leveraged trend or, as applied, deductible leveraging, can help mitigate higher renewal rates by sharing the impact of medical trend between the health plan and Symetra stop loss via a higher Specific deductible.

Here's how it works:

Option 1 – keeping the same deductible at renewal				Option 2 – raising the deductible at renewal			
	Plan year 1	Plan year 2	Increase		Plan year 1	Plan year 2	Increase
Paid claim amount	\$300,000	\$330,000	10%	Paid claim amount	\$300,000	\$330,000	10%
Specific deductible	\$150,000	\$150,000	0%	Specific deductible	\$150,000	\$165,000	10%
Symetra reimbursement	\$150,000	\$180,000	20%	Symetra reimbursement	\$150,000	\$165,000	10%

For illustrative purposes only

With deductible leveraging, you're trading lower premiums for a higher Specific deductible due to medical trend increases. It can be an effective way to help control the impact of rising costs on your plan.

If you're interested in deductible leveraging for your renewal, talk with your Symetra stop loss professional.

Renewal prepared for: City of Alliance

Renewal Status: Final if accepted by 10/03/2025

SPECIFIC STOP LOSS COVERAGE

Plan Description		Current	Option 1	Option 2	Option 3
Coverages		Medical, Rx	Medical, Rx	Medical, Rx	Medical, Rx
Contract Type		60/12	60/12	60/12	60/12
Annual Specific Deductible per Individual		\$50,000	\$50,000	\$60,000	\$70,000
Aggregating Specific Additional Plan Liability		\$40,000	\$40,000	\$40,000	\$40,000
Transplant Exclusion		Yes	Yes	Yes	Yes
No New Laser Option		Included	Included	Included	Included
Maximum Lifetime Reimbursement		Unlimited	Unlimited	Unlimited	Unlimited
Maximum Policy Period Reimbursement		Unlimited	Unlimited	Unlimited	Unlimited
Reimbursement Percentage		100%	100%	100%	100%
Quoted Rate(s) Per Month	Enrollment				
Single	30	\$315.10	\$378.54	\$335.16	\$298.52
Family	35	\$897.83	\$1,045.04	\$925.28	\$824.11
Estimated Annual Premium		\$490,525	\$575,191	\$509,275	\$453,593
Quoted Rate(s) include Commission of		0.00%	0.00%	0.00%	0.00%

Renewal prepared for: City of Alliance

Renewal Status: Final if accepted by 10/03/2025

AGGREGATE STOP LOSS COVERAGE

Plan Description	Current	Option 1	Option 2	Option 3
Coverages	Medical, Rx	Medical, Rx	Medical, Rx	Medical, Rx
Contract Type	60/12	60/12	60/12	60/12
Aggregate Corridor	125%	125%	125%	125%
Loss Limit per Individual	\$50,000	\$50,000	\$60,000	\$70,000
Maximum Annual Reimbursement	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Reimbursement Percentage	100%	100%	100%	100%
Estimated Annual Aggregate Deductible	\$975,292	\$1,174,788	\$1,240,693	\$1,296,383
Minimum Aggregate Deductible	\$975,292	\$1,174,788	\$1,240,693	\$1,296,383
Monthly Aggregate Claim Factors	Enrollment			
Medical, Rx Card				
Single	30	\$672.82	\$821.56	\$867.65
Family	35	\$1,745.42	\$2,092.92	\$2,210.33
Quoted Rate(s) per Month	Enrollment			
Total Composite	65	\$19.31	\$19.47	\$20.78
Estimated Annual Premium	\$15.062	\$15.187	\$16.208	\$17.113
Quoted Rate(s) include Commission of	0.00%	0.00%	0.00%	0.00%

OVERALL COST SUMMARY

Plan Description	Current	Option 1	Option 2	Option 3
Estimated Total Annual Fixed Cost	\$505,587	\$590,378	\$525,483	\$470,706
Specific Variable	\$40,000	\$40,000	\$40,000	\$40,000
Aggregate Variable	\$975,292	\$1,174,788	\$1,240,693	\$1,296,383
Estimated Maximum Annual Liability	\$1,520,879	\$1,805,166	\$1,806,176	\$1,807,089

OTHER OPTIONS

Rate cap option: Renewal rates are capped at a maximum increase of 50% assuming no material changes to the group plan have taken place (i.e. plan changes, changes in specific deductible, commission level or administrator). If there are material changes, first the specific rates will be produced using the rate cap, then material changes will be accounted for in order to arrive at the renewal rate level. The cap applies to both the rates and aggregating specific deductible (if applicable).

Renewal Status: Final if accepted by 10/03/2025

PROPOSAL QUALIFICATIONS AND CONTINGENCIES

The terms of this proposal are based upon the policyholder having exercised commercially reasonable efforts to obtain and provide to Symetra all information set forth in this offer, together with all information identified in any prior proposal for coverage for the upcoming policy period. Except for the Plan Document or Plan Amendment, all requested information must be received no later than 15 days prior to the proposed effective date of coverage. Otherwise we reserve the right to withdraw the proposed terms and return any premiums remitted.

Any secondary documents (e.g. "stop loss agreements", "procurement documents", "service contracts", etc.) must be disclosed to and approved by Symetra prior to the Employer's acceptance of our proposal. Subsequent undisclosed agreements may not be approved.

By delivering this proposal for coverage, the producer represents and warrants to Symetra that it and each of the persons or entities acting with or on behalf of the producer in the sale or solicitation of such coverage maintains such insurance producer licenses and appointments as are required by each state in which the coverage has been or will be solicited, and in all states in which the policy(ies) will be issued. This proposal is authorized for delivery only if the foregoing representation and warranty is true and correct.

This is a firm offer, which may be bound with no additional underwriting requirements provided that:

1. It is accepted in writing by the expiration date as shown above;
2. The policyholder has exercised commercially reasonable efforts to obtain and provide to Symetra all information requested in this proposal and any prior proposal for coverage for the upcoming policy period;
3. The data and information submitted to Symetra is, to the best of the policyholder's knowledge after due inquiry, materially accurate and materially complete as of the date of policyholder's written acceptance of this firm offer. Any material inaccuracies or material omissions in the data or other information submitted may require changes in underwriting, including but not limited to changes in the terms, rates and/or factors; and
4. The policyholder and its authorized agent agree that following acceptance of this firm offer, the policyholder or its authorized agent promptly notify Symetra upon becoming aware of any covered individual who (i) receives prior authorization approval for hospital confinement exceeding 30 days or more and/or (ii) becomes a listed transplant candidate, in each case so that Symetra can initiate appropriate cost containment efforts. For the avoidance of doubt, the provision of such notice pursuant to this item 4, will not change terms of the accepted offer.

If updated information is received by Symetra prior to written acceptance or the expiration date has passed, we retain the right to alter the terms, rates and/or factors. We will not be bound by any typographical errors or omissions contained herein.

- The terms of this proposal are based upon the policyholder having exercised commercially reasonable efforts to obtain and provide to Symetra all information set forth in this offer, together with all information identified in any prior proposal for coverage for the upcoming policy period. Except for the Plan Document or Plan Amendment, all requested information must be received no later than 15 days prior to the proposed effective date of coverage. Otherwise we reserve the right to withdraw the proposed terms and return any premiums remitted.

Any secondary documents (e.g. "stop loss agreements", "procurement documents", "service contracts", etc.) must be disclosed to and approved by Symetra prior to the Employer's acceptance of our proposal. Subsequent undisclosed agreements may not be approved.

By delivering this proposal for coverage, the producer represents and warrants to Symetra that it and each of the persons or entities acting with or on behalf of the producer in the sale or solicitation of such coverage maintains such insurance producer licenses and appointments as are required by each state in which the coverage has been or will be solicited, and in all states in which the policy(ies) will be issued. This proposal is authorized for delivery only if the foregoing representation and warranty is true and correct.

This is a firm offer, which may be bound with no additional underwriting requirements provided that:

1. It is accepted in writing by the expiration date as shown above;
2. The policyholder has exercised commercially reasonable efforts to obtain and provide to Symetra all information requested in this proposal and any prior proposal for coverage for the upcoming policy period;
3. The data and information submitted to Symetra is, to the best of the policyholder's knowledge after due inquiry, materially accurate and materially complete as of the date of policyholder's written acceptance of this firm offer.

Renewal Status: Final if accepted by 10/03/2025

Any material inaccuracies or material omissions in the data or other information submitted may require changes in underwriting, including but not limited to changes in the terms, rates and/or factors; and

4. The policyholder and its authorized agent agree that following acceptance of this firm offer, the policyholder or its authorized agent promptly notify Symetra upon becoming aware of any covered individual who (i) receives prior authorization approval for hospital confinement exceeding 30 days or more and/or (ii) becomes a listed transplant candidate, in each case so that Symetra can initiate appropriate cost containment efforts. For the avoidance of doubt, the provision of such notice pursuant to this item 4, will not change terms of the accepted offer.

If updated information is received by Symetra prior to written acceptance or the expiration date has passed, we retain the right to alter the terms, rates and/or factors. We will not be bound by any typographical errors or omissions contained herein.

- This proposal is based on the CURRENT plan of benefits, including any changes communicated to Symetra, and the Midlands Choice Premier network. Subsequent changes to the plan design(s) and or networks may result in a change to rates and or factors.
- Where available, if a policyholder purchases Stop Loss and offers a Symetra Critical Illness plan to its employees, the policyholder may be eligible for our Critical Illness Step-Down Endorsement which provides a one-time, \$5,000 reduction to the Stop Loss deductible for a stop loss claim submitted with an eligible critical illness diagnosis.
- Composite rates are illustrative and for comparative purposes only.
- In certain states, discounts to the specific stop loss premiums of up to 2% may be available if the group purchases, or has an in force, insured Symetra Workforce Benefits product that may include Group Life, Disability, and/or Supplemental Health insurance. This discount will apply during the first Policy Period that is either commensurate with or immediately following the effective date in which the new Group Life, Disability, and/or Supplemental Health policy becomes effective, or if already in force, the effective date of the Stop Loss Policy.
- Plan must have utilization review and case management.
- Network fees are excluded expenses under Specific and Aggregate coverages unless specifically state otherwise in the Conditions and Limitations section of this proposal.
- A current census with the final enrollment, not older than 60 days prior to the effective date, must be received by Symetra at least 14 days prior to the coverage effective date. The terms and conditions contained in this proposal are subject to change in the event the aforementioned census indicates a change of more than 10% from the enrollment contained in this proposal.
- Any unfunded or pended claims balance must be disclosed, otherwise such claims will not be considered eligible under the terms of the stop loss policy.
- For inclusion of prescription drug (RX) coverage under the specific and/or aggregate coverage(s) when there is a separate PBM, we require written documentation that we are in receipt of all prescription drug experience reports. Otherwise, RX will not be a covered expense under the stop loss policy.
- Eligibility is assumed to be all full-time employees working 30 hours or more per week at their normal place of business. If aforementioned is not accurate, we reserve the right to modify the terms and conditions or withdraw this proposal entirely.
- COBRA participation enrollment growth to more than 10% of the entire enrolled group will be deemed to be a material change under the policy.
- The terms and conditions of this proposal assumed that no retirees are covered, and eligibility is assumed to only be all eligible active full-time employees.
- In addition to the Qualifications and Contingencies contained in this proposal, this offer will be subject to Symetra's standard stop loss policy provisions, limitations, and exclusions.
- No producer has the authority to bind or modify the terms or conditions of this proposal without the approval of Symetra.
- If the policy is terminated prior to the end of the policy period, the policy will not provide coverage for run out claims.
- Network Access, Capitation, ACA Reinsurance, GME, Government pool surcharges or assessment fees or other fees are not eligible claim expenses under the Stop Loss policy. Additionally, this quote/renewal excludes state assessment fees and is based the group (through its TPA) collecting any such fee assessed with respect to the group's self-insured benefit plan and remitting such fee assessed to the state on the group's behalf. The group may be required to notify their TPA of any covered residents that would fall under an assessment program. Symetra's

Renewal Status: Final if accepted by 10/03/2025

quote excludes coverage of such fees. In the event Symetra is required to be involved in the administration or collection of an assessment fee on the group's behalf, the assessment fee will be charged to and collected monthly from the group pursuant to the Premium Taxes and State Assessments provision of the Stop Loss Insurance Policy

- This proposal is based on data and information (data) provided to us on behalf of the prospective policyholder as part of the Request for Proposal/Renewal. Symetra does not independently verify such data but assumes its completeness and accuracy as represented by the provider thereof. Disclosure information requested in prior proposal(s) not provided that has an adverse impact to Symetra will be considered material change. To the extent that the data upon which Symetra relied in preparing this proposal contains errors and omissions that can materially alter the risk or the pricing of such risk, Symetra reserves the right to withdraw the proposal or alter the terms of the proposal.
- Symetra reserves the right to revise the terms and conditions of this proposal if the current administrator's claims backlog exceeds two weeks.
- The producer must be properly licensed and appointed in accordance with any applicable state regulations in order for any compensation to be paid, if applicable and in order for any policy to be issued.
- The administrator must be approved by Symetra prior to the issuance of the policy.

Renewal prepared for: City of Alliance

Renewal Status: Final if accepted by 10/03/2025

Check the box next to the selected proposal option; for Specific only coverage, when both Specific and Aggregate coverages are listed, please also check the box to decline Aggregate coverage.

Option	Specific	Aggregate
<input checked="" type="checkbox"/> 1	\$50,000 / 60/12	\$50,000 / 60/12
<input type="checkbox"/> 2	\$60,000 / 60/12	\$60,000 / 60/12
<input type="checkbox"/> 3	\$70,000 / 60/12	\$70,000 / 60/12
<input type="checkbox"/>	Decline Aggregate coverage	

This is a firm offer, which may be bound with no additional underwriting requirements provided it is accepted in writing by the expiration date as shown above. The Premium, Aggregate Deductibles and all other terms are based on the data submitted. Any inaccurate or incomplete data submitted may require changes in underwriting. If updated information is received by Symetra prior to written acceptance or the expiration date has passed, we retain the right to alter the terms, rates and/or factors. We will not be bound by any typographical errors or omissions contained herein.

Please indicate your acceptance on this offer by having an authorized representative or agent of City of Alliance sign below:

Authorized Signature:  Date: 10/16/25

Printed Name: Seth Sorensen Printed Title: City Manager

Company or Firm Name: City of Alliance

Plan Sponsor's Plan Document

Submission and Symetra Acceptance Required. As stated in Symetra's Proposal for Group Stop Loss Insurance the Plan Sponsor's Plan Document must be submitted to Symetra no later than 90 days after the proposed effective date of Stop Loss Insurance coverage. The Stop Loss Insurance policy ("Policy") requires that only eligible charges payable under the terms of the Plan Document as approved by Symetra will be covered expenses eligible for reimbursement under the Policy.

The policy will be issued after the Plan Document is received and approved by Symetra or a signed Confirmation of Medical Benefit Plan is submitted to Symetra by the prospective policyholder.

Symetra may withhold reimbursement of covered expenses prior to the receipt and acceptance of the final signed Plan Sponsor's Plan Document or amendment.

In reviewing the Plan Document for acceptance, Symetra will consider whether the Plan Document

1. Adequately addresses key plan components including but not limited to eligibility rules, benefits promised, plan administration, discretionary language for court review of benefit claims, subrogation and coordination of benefits provisions.
2. Addresses the Plan's obligations under federal law including
 - a. **ERISA (Employee Retirement Income Security Act) required provisions.**
 - b. **ACA (Affordable Care Act) required provisions** or
 - c. **a statement of grandfathered status, if applicable**

Symetra will have no liability for reimbursing Plan Sponsor obligations that are not clearly stated in the Plan Document whether or not the Plan remains obligated in the absence of express inclusion. It is recommended that the Plan Document include express reference to other federal mandates and laws to which Plan is subject or a "conformity with law" provision.

3. Contains typical exclusions or limitations including but not limited to:
 - a. Experimental/investigations treatment (except as required by ACA) and
 - b. non-medically necessary treatment

The absence of or inadequate treatment of these subjects in the Plan Document may result in a superseding provision in the Stop Loss policy.

Your partner for stop loss success

Symetra is a financially strong, well-capitalized company on the rise, as symbolized by our brand icon—the swift. Swifts are quick, hardworking and nimble—everything we aspire to be when serving our customers.

We've been in business for more than half a century with a commitment to creating employee benefits products that people need and understand. We appreciate your business and look forward to the opportunity to continue serving you with professional, informative and responsive service.



Our guiding principles of Value, Transparency and Sustainability (VTS) are at the core of all we do.

- **Value:** Products and solutions people need at a competitive price—backed by outstanding customer service.
- **Transparency:** Clear communication so people understand what they are buying.
- **Sustainability:** Products that stand the test of time and fiscal responsibility to ensure we are there for our customers.

Financial Strength Ratings: A.M. Best: A "Excellent" (3rd highest of 16); Moody's A1 "Good" (5th highest of 21); Standard & Poor's: A "Strong" (6th highest of 21). Ratings are subject to change. Please refer to www.symetra.com/ratings for current information. Ratings as of February 26, 2025.

Symetra Life Insurance Company (est. 1957) is a direct subsidiary of Symetra Financial Corporation. First Symetra National Life Insurance Company of New York (est. 1990) is a direct subsidiary of Symetra Life Insurance Company and is an indirect subsidiary of Symetra Financial Corporation (collectively, "Symetra"). Neither Symetra Financial Corporation nor Symetra Life Insurance Company solicits business in the state of New York and they are not authorized to do so. Each company is responsible for its own financial obligations.

Stop loss policies are insured by Symetra Life Insurance Company, 777 108th Avenue NE, Suite 1200, Bellevue, WA 98004. Base policy is ELC-24000 7/19. In New York, stop loss policies are insured by First Symetra National Life Insurance Company of New York, New York, NY. Mailing address: P.O. Box 34690, Seattle, WA 98124. Policy form number is ELC-24000/NY 7/19. Coverage may be subject to exclusions, limitations, reductions and termination of benefit provisions. Products are not available in any U.S. territory.



www.symetra.com
www.symetra.com/ny

Symetra is a registered service mark of Symetra Life Insurance Company.

¹ 49 years for Symetra Life Insurance Company as of 2024, 21 years for First Symetra National Life Insurance Company of New York as of 2024.

² Performance highlights based on financial and quarterly audits for 2024.

Narrative

October 21, 2025



RESOLUTION – EMPLOYEE HEALTH INSURANCE RENEWAL



Brown and Brown, the City's health benefits broker, has completed the annual insurance renewal and assisted with a market comparison to ensure competitive rates for the benefits offered to employees. The City's goal continues to be maintaining a high level of coverage without reducing or eliminating benefits, while also addressing the rising national cost of health insurance and ongoing budget demands.

To maintain sustainable and competitive benefits, the City is proposing adjustments to employee contributions for medical, dental, and vision insurance premiums. A recent market review of similar cities showed that our current employee contributions are significantly below average, while the total cost of premiums is significantly above comparable communities due to the actual cost of employee health claims. To ensure we can continue offering quality coverage while balancing taxpayer costs, the following changes are proposed:

- **Medical Coverage**

Single: \$60 → **\$72 per month** (+\$12)

Family: \$170 → **\$221 per month** (+\$52)

Family coverage carries greater claim liability, as more individuals are covered. Recent claims activity also shows high utilization among dependents. Allocating approximately 20% for Single and 30% for Family more closely aligns with market standards. Currently, 29 employees are enrolled in single coverage and 37 in family, covering 169 total lives under the plan.

- **Dental Coverage**

Single: \$15 → **\$20 per month** (+\$5)

Family: \$40 → **\$50 per month** (+\$10)

The City's dental plan remains highly competitive, offering \$2,000 in annual insurance dollars and improved coinsurance adopted last year. Dental coverage is also available to part-time employees and those who waive medical coverage. Currently, 80 employees and 117 dependents participate.

- **Vision Coverage**

Single: \$5 → **\$10 per month** (+\$5)

Family: \$20 → **\$27.10 per month** (+\$7.10)

The vision plan includes \$200 per year toward glasses or contacts and \$20 toward safety glasses, a benefit added last year. Vision coverage is available to both full-time and part-time employees, with 79 employees and 115 dependents currently enrolled.

Combined Impact: Employees enrolled in all three benefits will see a total monthly increase of \$22 for Single and \$68.10 for Family. To help reduce the effect on take-home pay, the City will begin withholding premiums across all 26 pay periods rather than 24. While this does not eliminate the increase, it helps soften the impact on biweekly paychecks. Overall, the City collected an estimated total of \$133,000 in employee premiums in FY2025. This premium increases that amount by an estimated \$39,000 in FY2026, which equates to roughly 7.82% of total costs.

- **Deductible:** IRS Guidelines for a medical plan with an embedded deductible require the individual deductible to increase \$100 to \$3,400. The family deductible also increased \$100 to \$5,800. The maximum out-of-pocket and out-of-network deductibles will remain unchanged. The City increased co-

Narrative

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insurance from 80/20 to 90/10 last year. Coinsurance is the percentage of costs an employee pays toward a covered expense or service after the deductible is met. By increasing this cost share, the City continues to assume an additional 10% of employee expense.

City Contributions and Additional Benefits

- **Health Savings Account (HSA):**
 - Single: **\$1,200 annually**
 - Family: **\$1,680 annually**
 - These funds may be used toward deductibles, prescriptions, or qualified dental and vision expenses.
- **In-Lieu Benefit:** Employees who waive medical coverage continue to receive **\$350 per month (\$4,000 annually)**.
- **AirLink:** Provided at **no cost** to all full-time benefit-eligible employees.
- **Supplemental Benefits:** Full-time and eligible part-time employees may enroll in **Colonial Life** voluntary benefits, including accident, cancer, critical illness, and short-term disability.
- **Flexible Spending Accounts (FSA):** Available for healthcare and dependent care (childcare or elder care) expenses.
- **Life and AD&D Insurance:** The City provides **\$55,000 in life and accidental death insurance** through UNUM, with the option to purchase additional voluntary coverage for employees, spouses, and dependents.

Employee Monthly Premium	Single	Family
Medical	\$72	\$221
Dental	\$20	\$ 50
Vision	\$10	\$ 27.10
	\$102	\$298.10
Medical In-Network Deductible	\$3,400	\$5,800
In-Network Out-of-Pocket Max.	\$4,000	\$8,000
City's Annual HSA Contribution	\$1,200	\$1,680

Commitment to Employee Well-Being

The City remains committed to supporting employee health and wellness through comprehensive, affordable coverage. While premium costs are shared, the City continues to absorb the majority of rising health plan expenses. These adjustments ensure that we can sustain the quality of benefits our employees and their families rely on. This is the first time in seven years that employees are being asked to help meet the growing costs of insurance.

Our health plan's success depends on our collective commitment to maintaining healthy habits, using preventive care, and being responsible consumers of healthcare. Together, we can continue to protect a benefit that supports every employee's well-being.

RECOMMENDATION: APPROVE THE RESOLUTION FOR HEALTH INSURANCE RENEWAL WITH UNUM, REGIONAL CARE INC., AND SYMETRA AS UNDERWRITERS. A RESTATED MEDICAL AND DENTAL PLAN DOCUMENT WILL BE FORTHCOMING.

RESOLUTION NO. 25-137

WHEREAS, The City of Alliance has engaged in a process with Brown and Brown Corporation, our benefit broker, evaluating its current healthcare benefit plan offered to employees; and

WHEREAS, Employees will be able to choose single or family medical, dental, and vision insurance coverage options that best meet their needs; and

WHEREAS, Premiums will be paid or received based on each pay period payroll is processed (26); and

WHEREAS, Eligible employees who elect to waive medical coverage with proof of other medical coverage will be eligible for a \$350 monthly benefit to help offset the cost of other coverage; and

WHEREAS, Employees will be eligible for monthly health savings account contributions of \$100 for single plan participants and \$140 for family plan participants; and

WHEREAS, Employees will be eligible for \$2,000 in insurance dollars with the dental benefit and \$200 in insurance dollars for the vision benefit; and

WHEREAS, Eligible employees will be able to purchase voluntary term-life coverage through the company Unum; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council that the following monthly employee contribution levels are hereby established effective January 1, 2026.

	Employee		Family	
Medical Premium	\$72.00		\$221.00	
	In	Out	In	Out
Annual Medical Deductible	\$3,400	\$3,600	\$5,800	\$6,720
Co-Insurance	90/10	60/40	90/10	60/40
Annual Max. Cost to Employee	\$4,000	\$8,000	\$8,000	\$16,000
Dental Premium	\$20.00		\$50.00	
Vision Premium	\$10.00		\$27.10	

PASSED AND APPROVED this 21st day of October 2025.

(SEAL)

John McGhehey, Mayor

Attest: _____

Ammie L. Bedient, City Clerk

Approved as to Form and Legality:

Simmons Olsen Law Office, Legal Counsel

2025		Single		Family	24 PP		Single	Family
	M	\$ 60.00		\$ 170.00		M	\$ 30.00	\$ 85.00
	D	\$ 15.00		\$ 40.00		D	\$ 7.50	\$ 20.00
	V	\$ 5.00		\$ 20.00		V	\$ 2.50	\$ 10.00
	MEC	\$ 80.00		\$ 230.00			\$ 40.00	\$ 115.00
Total Monthly Premium		\$ 1,308.27		\$ 2,971.69	Per PP	\$ 654.14		\$ 1,485.85

2026		Single		Family	24 PP		Single	Family
	M	\$ 72.00 (+) 20%		\$ 221.00 (+) 30%		M	\$ 36.00	\$ 110.50
	D	\$ 20.00 (+) 5		\$ 50.00 (+) 10		D	\$ 10.00	\$ 26.00
	V	\$ 10.00 (+) 5		\$ 27.10 (+) 7.10		V	\$ 5.00	\$ 13.00
	MEC	\$ 102.00 22%		\$ 298.10 23%			\$ 51.00	\$ 149.50
Total Monthly Premium		\$ 1,438.53		\$ 3,247.11	Per PP	\$ 719.26		\$ 1,623.56

Proposed to move to 26 pay periods to spread out costs

26 PP		Single		Family
	M	\$ 33.23		\$ 102.00
	D	\$ 9.23		\$ 23.08
	V	\$ 4.62		\$ 12.51
		\$ 47.08		\$ 137.58
Per PP		\$ 663.93		\$ 1,498.67

Proximity		Single		Family
	M	\$ 69.43		\$ 286.08
Total Monthly Premium		\$ 795.26		\$ 2,126.20

M = Medical
D = Dental
V = Vision
MEC = Monthly Employee Cost
PP = Pay Periods
Proposed Changes

Narrative

October 21, 2025



Following the direction of the Council at its meeting of October 7, 2025 wherein the City Council accepted the resignation of current City Manager Seth Sorensen, Council and the City Manager have held multiple conversations with Department Heads regarding the appointment of an Interim City Manager to serve until such time as a new City Manager is appointed and commences work.

It is the general feeling of Department heads that they would prefer to fill the interim role using a current city employee rather than contracting out the work or otherwise hiring someone on an interim basis for the following reasons: (1) to save money; (2) Staff is aware of what is currently going on in the City whereas introducing a third party would require a learning curve; (3) no desire to have a third party come onboard who may change the current direction of budget, projects, or personnel.

After meeting individually with Department Heads it is recommended that two Department Heads be appointed to share the role and responsibilities of the City Manager in the interim. Two Department Heads, namely Shana Brown and Troy Shoemaker have tentatively agreed to fill this role pending the approval of the City Council. As both would be working outside of their normal roles and taking on additional responsibilities while also maintaining responsibility for their existing role, it is customary and recommended they receive additional pay while acting as interim City Manager(s).

Appointing interims at this point in time will allow the existing City Manager to better hand off ownership of ongoing programs and projects thus reducing the likelihood of items "falling through the cracks" and maintaining a continuity in leadership.

Recommendation: It is recommended to appoint Shana Brown and Troy Shoemaker as Interim City Co-Managers for the City of Alliance, Nebraska effective November 1, 2025 until such time as a full-time City Manager is appointed and begins work or until such time that other arrangements are implemented. It is recommended that each receive additional pay beyond their existing salary in the amount of \$1,500.00 per pay period while acting in the interim role.

RESOLUTION NO. 25-138

WHEREAS, The City of Alliance desires to fill the position of a professional City Manager following the resignation of the current City Manager Seth Sorensen; and

WHEREAS, Said resignation necessitates the appointment of one or more individuals to act as Interim City Manager until such time that a full-time manager is appointed and begins work; and

WHEREAS, The City Council of Alliance desires to appoint two individuals to act as Co-City Manager in the Interim capacity.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of Alliance, Nebraska, that Shana Brown, Culture and Leisure Services Director and Chief Troy Shoemaker for Chief over Fire and Ambulance be appointed to serve as Interim City Manager(s) for the City of Alliance, Nebraska until such time that a full-time City Manager is appointed and begins work; and

BE IT FURTHER RESOLVED, by the Mayor and City Council of Alliance, Nebraska, that each individual serving in the capacity of Interim City Manager at this time shall receive additional compensation in the amount of One Thousand, Five Hundred Dollars (\$1,500.00) per pay period for such time as they shall serve in this capacity.

FINALLY BE IT RESOLVED, by the Mayor and City Council of Alliance, Nebraska, that Shana Brown and Troy Shoemaker shall continue to serve in their existing capacity with the additional duties of interim city manager and shall return to the duties of their existing positions when the need for an interim ceases.

PASSED AND APPROVED this 21st day of October, 2025.

John McGhehey, Mayor

(SEAL)

Attest: _____

Ammie L. Bedient, City Clerk

Approved as to Form and Legality:

Simmons Olsen Law Office, Legal Counsel

Narrative

October 21, 2025



Following the direction of the Council at its meeting of October 7, 2025 for the City Manager to seek the services of a recruiter to aid in the search for a new City Manager, staff reached out to five firms, four of which are companies with a national presence and one, Vacanti Municipal Consulting, being contacted due to their work history with the City of Alliance and presence within the State of Nebraska.

Below is a brief summary of the respondents and their anticipated costs:

Firm	Location	Cost	Notes
Vacanti Municipal Consulting	NE	\$40,000 + Expenses	\$30,000 to be paid regardless of success in finding a manager.
GMP	WA	\$16,500 - \$24,000	\$24,000 is a not-to-exceed amount, with the difference intended to cover incidentals and postings. 18 Month guarantee done at cost.
GPS	CO	\$22,500 (firm)	Alliance worked with GPS on the Police Chief Recruitment. Their price includes all expenses and costs. 18 Month guarantee done at cost.
Crawford Thomas	FL	20% of the candidate's annualized starting base salary, Minimum of \$6,000	90-day Replacement Guarantee at no additional cost.
SGR	TX	\$26,919 - \$29,419	\$29,419 is a not-to-exceed amount, with the difference intended to cover postings. 12 Month guarantee done at cost.

GPS provided recruitment services for the Alliance Police Chief search in 2024 and are willing to provide a discount because of this existing relationship. During that search Alliance worked directly with a GPS senior executive and their proposal for this search promises the same. When Alliance made an offer to an applicant in the original interview pool and that applicant declined, GPS continued to provide their services at no additional cost.

GPS is located in Colorado and have an office located closer to Alliance than other firms. Additionally, unlike most of the other respondents, GPS includes the cost of advertising in their all-in price rather than as a set fee plus expenses. Finally, although GMP provides a lower entry fee, the final cost is unknown other than the not-to-exceed amount of \$24,000, whereas GPS has set an all-in price of \$22,500. Both GPS and GMP provide an 18-month guarantee on their searches where the City would only be liable for actual costs (travel, advertising, etc.) for the subsequent search should an appointee leave within 18 months of start date.

Recommendation: It is recommended to enter into a contract with Government Professional Services (GPS) for the amount of \$22,500 to conduct a nationwide search for a new City Manager.

RESOLUTION NO. 25-139

WHEREAS, The City of Alliance desires to fill the position of a professional City Manager following the resignation of the current City Manager Seth Sorensen; and

WHEREAS, The City Council desires to conduct a nationwide search through the services of a professional recruitment agency; and

WHEREAS, Proposals were received from five recruitment agencies; and

WHEREAS, Staff recommends entering into an agreement with Government Professional Services (GPS) to provide recruitment services due to their proposed cost, history of customer service, and previous relationship with the City.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of Alliance, Nebraska, that the Mayor is authorized to enter into a contract of service with Government Professional Services for the amount of Twenty two thousand five hundred dollars (\$22,500) to provide recruitment services for the position of City Manager for the City of Alliance, Nebraska.

PASSED AND APPROVED this 21st day of October, 2025.

John McGhehey, Mayor

(SEAL)

Attest:

Ammie L. Bedient, City Clerk

Approved as to Form and Legality:

Simmons Olsen Law Office, Legal Counsel

Recruitment Timelines

	Item	Days	Notes
1	Secure recruiter services	14	Only if using a third-party recruiter. Longer if using Council Contingency (must be on agenda)
2	Review of job description by Council	5	This is not a personality profile, but making recommendations of desired traits for the recruitment flyer would be helpful.
3	Salary review by Council		Can be done at same time as job description review. Recommend using Carla's salary comparison. Budgeted amount for CM salary for FY26 is \$146,342.40
4	Creation of Recruitment Flyer	2	
5	Posting on media and sites	2	
6	Advertising period	30-45	Can post as "open until filled with first review at 30 days" to speed up the process. Longer periods may be desired if you want more of a national search or if you haven't received enough applicants. Shorter than 30 days is often indicative of an internal candidate with a leg up which may scare some candidates away.
7	First Review	3	Recruiter/staff or Council doing the "thinning"?
8	Zoom Interviews	10-21	Added time required for newspaper posting if entire Council is part of this step. Can be shortened by either allowing staff or recruiter do this step or having two council members appointed to this step.
9	Notify Short List	1	
10	Coordinate and hold interviews	14-21	Need to decide how much the City is going to cover (meals, travel, hotel, etc.).
11	Extend offer	1-5	Depends on changes you want to make to contract and what offer you want to make
12	Accept offer	1-5	Time for candidate to consider offer
13	Negotiate contract	1-10	
14	Council Meeting to accept contract	10+	Newspaper posting for special meeting or coordinating with pre-scheduled meeting
15	New CM gives notice and moving	30+	Could be less if currently unemployed

Steps 1 through 5 could be done in about a week if Council trusts staff to put it together with just a final Council sign-off. Other steps can also be shortened – it all depends on how much Council wants to "touch" the process.

1) Interim City Manager: current employee vs. contracted interim

A. Current employee as Interim

Pros

- **Continuity of operations/Stability.** Current employee knows department heads and the community, projects, and finances. They are a known quantity.
- **Staff morale & stability.** Familiar face during a sensitive period; reassures departments
- **Lower direct cost.** Temporary pay adjustment versus a consultant's premium rate.
- **Succession.** Demonstrates council's confidence in internal bench strength; can be a leadership development opportunity.
- **Speed.** Can be appointed quickly without procurement steps.

Cons

- **Finding the person.** Might take multiple offers to find someone willing to do it – if not handled well, this could be embarrassing to Council if people turn it down.
- **Doing too much.** Interim duties + day job can overload the person.
- **Perception of favoritism.** If they later apply for the permanent role, process optics can be questioned. Also a potential issue if staff is handling the recruitment
- **Policy posture.** Harder for an insider to make disruptive course corrections if those are needed.
- **Boundary/authority clarity.** Role ambiguity can create friction with peers who were not selected. If two people are chosen it makes for a difficult balance of power and responsibilities.

B. Contracted (external) Interim

Pros

- **Neutral outsider.** Useful if there's political tension or a need for reset; fewer local allegiances.
- **Experienced "fixer."** Many retired or specialty interims have deep project recovery and governance experience.
- **Protects internal operations.** Keeps department heads focused on their lanes; avoids internal competition.
- **Process optics.** Signals an even playing field for the permanent search.

Cons

- **Higher cost.** Daily/weekly rates, travel/lodging, and salary and agency fees. Often paying a premium which may impact budget.
- **Onboarding time.** Needs briefing on projects, labor agreements, local code, and stakeholders.

- **Limited availability.** May require procurement steps. Frequent interims may already be booked up. May not be available 40 hours/week.
- **Community fit risk.** Cultural mismatch can create friction in a small community. Someone coming in and making a lot of changes while interim can cause problems and slow progress.

2) Search approach: internal search vs. search firm

A. Internal search (city-led)

Pros

- **Lower hard cost.** Ads, background checks, and staff time without consultant fees.
- **Local control.** City controls the narrative, profile, outreach, timelines, and stakeholder engagements.
- **Tailored selection.** You can move fast and align to the community's expectations.
- **Training opportunity.** Allow HR and Clerk to experience a national search process.
- **Speed.** Bypass procurement processes, contract negotiations, Council meeting scheduling.

Cons

- **Staff bandwidth.** HR/Clerk/Admin time is substantial for a manager-level recruitment (profile, scheduling, references, community input).
- **Reach & candidate pool.** Networks are narrower; may miss passive or national candidates.
- **Process optics.** If an internal candidate exists, external applicants may worry about fairness.
- **Assessment tools.** May still need to outsource certain items like executive assessments, backgrounding, and due diligence.

B. Use a search firm

Pros

- **Larger, higher-quality pool.** Firms tap passive candidates and national networks.
- **Process management.** They handle marketing, screening, references, and scheduling.
- **Assessment depth.** Behavioral interviews, leadership inventories, work-sample exercises.
- **Confidentiality.** Senior candidates may only engage via a trusted intermediary.
- **Optics & credibility.** Signals a professional, arm's-length selection process.

Cons

- **Fee.** Typically a significant fixed fee plus expenses.

- **Less direct control.** Requires tight scoping and regular check-ins to maintain fit and momentum. Takes time to create and agree upon scope/contract.
- **Quality variance.** Outcomes depend on the individual consultant's effort and networking.

Hybrid idea

- Run a city-led process but retain a consultant for sourcing and assessments only; reduces cost while potentially improving pool quality. Still requires time to get a consultant and then wait for them to get to your search (assuming they have multiple others ongoing).

3) Other considerations for full-time CM search

A. Position profile & competencies

- Align on must-have competencies: fiscal stewardship, labor relations, capital planning, economic development, intergovernmental coordination, emergency management, and community engagement.
- Translate priorities into measurable first-year outcomes (e.g., adopt 5-year CIP, stabilize utility rates model, work on public safety center bond issue).

B. Compensation & contract terms

- Benchmark salary & total compensation (retirement, health, vehicle, relocation, housing transition, deferred comp).
- Set clear terms for severance, termination, and outside employment.

C. Community and stakeholder engagement

- Use listening sessions (council, department heads, business/education partners, neighborhoods) to inform the profile.
- Decide how finalists will interact publicly (meet-and-greet, facilitated Q&A, recorded forums) while balancing candidate confidentiality.

D. Candidate care

- Be explicit about what is included in the offer.
- Be quick in making decisions.
- Regular communication with candidates.

E. Assessment design

- Include items like behavioral interviews, in-basket/work sample (e.g., 5-year CIP prioritization with budget constraints), and case presentations (community controversy, infrastructure funding, union negotiations)?

F. Background & references

- Verify fiscal and procurement history, litigation exposure, labor relations record, and public communications examples.
- Conduct multi-source reference checks (former mayor/council, peers, direct reports).
- Criminal and personal finance reports?

G. Scoring Rubric

- What are all candidates going to be measured against?
- What is most important for this candidate to be successful?

Proposal to provide Professional Executive Search Services for the Position of City Manager for Alliance, NE

OCTOBER 13, 2025

Provided to Seth Sorenson, City Manager, Alliance, NE, by Government
Professional Solutions (GPS)



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Appendix 20

October 13, 2025

Seth Sorensen, City Manager
Alliance, NE 69301



Dear Seth,

Thank you for the phone call last week, it was great to catch up with you. Government Professional Solutions, LLC (GPS), welcomes the opportunity to submit our proposal for executive search services to help the City of Alliance find and hire the best candidate to serve as its next City Manager. As former city managers in the Midwest, both of our partners have extensive contacts throughout the region. We enjoyed getting to know Alliance and its employees when we assisted with the Police Chief search and are delighted at the prospect of working with Alliance again.

GPS offers you a distinct alternative to the traditional executive search firm. We are a government consultancy comprised of only senior level, former city managers with MPA degrees. Our services are based on best practices built from a combined 30+ years of experience in the public sector and city management. Our firm philosophy is rooted in the highest ethics and integrity, and relationships are at the core of everything we do.

We believe, and hope you will agree, that we are the best partner to guide you through this very important executive search process for several reasons:

- **Our ability to leverage an extensive network of public officials across the U.S.** Throughout our decades of public service, we have developed and continue to grow long-lasting relationships with countless public executives, managers, and staff.
- **Our insight into what it takes to be successful in the Public Sector.** As former city managers, we are very familiar with the types of discussions to have and questions to ask of candidates as we have been in those positions ourselves and tackled the same types of opportunities and challenges they most likely will face.
- **Our commitment to giving you customized and personal service of the highest quality.** GPS Partner, Chris Lowe, will be the lead consultant working on this project and will work closely with you to customize a search approach that best serves your specific objectives. This means you know exactly who you are working with from start to finish, that you can count on receiving senior level expertise, and that the process will be seamless.

Chris Lowe prepared this submittal and can be reached by email or phone (info below).

Thank you very much for your consideration of our firm and proposal.

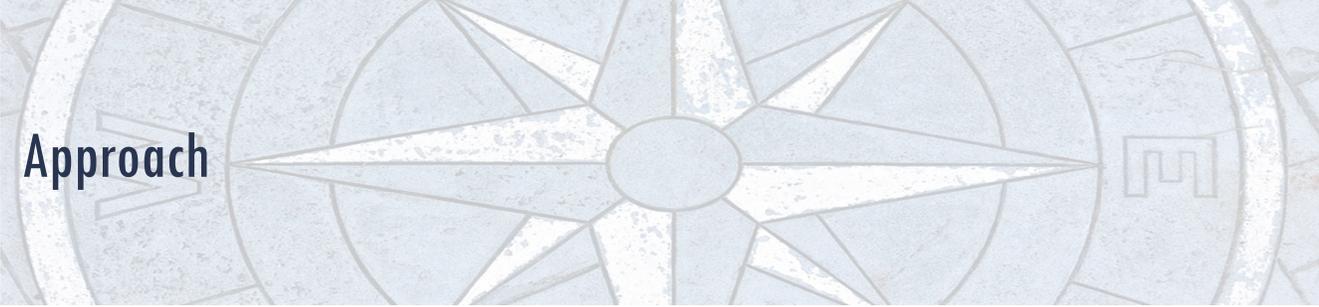
Sincerely,

A handwritten signature in purple ink that reads "Bret Bauer".

Bret Bauer, Partner and Co-Founder
104 Harbor Haven St.
Gun Barrel City, TX 75156
(316) 207-0688
bbauer@governmentpros.com

A handwritten signature in black ink that reads "Chris Lowe".

Chris Lowe, Partner and Co-Founder
18605 Arrowwood Dr.
Monument, CO 80132
(785) 766-9104
clowe@governmentpros.com



Approach

Government Professional Solutions (GPS) does not operate like most national search firms. Our approach is collaborative, customized, personal, and **relationship based**. As former city managers who have served full-service cities and their elected officials, we understand first-hand how the executive search function must fit within the larger mission of the local government and the community. We are passionate about public service and we know at the core, that means our focus is about getting to know people - those in your community, and those wishing to serve your community.

City managers who know how to hire managers

As former city managers, we know how to get in front of top candidates. We are connected to modern, accomplished candidates, both directly and indirectly through our extensive network of public officials. We have worked with many of them as colleagues and have personally networked with them at industry association and other events. We have served with them on boards and held leadership positions in the same organizations. We are connected to them through the university MPA programs. Most importantly, we know both the seasoned veterans AND the young up-and-coming professionals who are highly sought after by cities.

We also know the newsletters, publications, and websites these professional candidates subscribe to because we subscribe to them ourselves, and we understand which sources are trusted most.

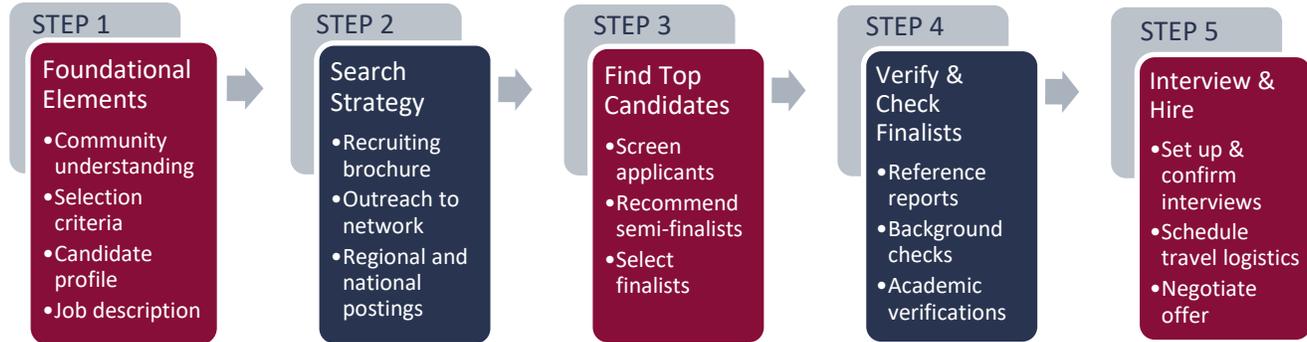
Finally, because of our lengthy and direct experience in the public sector, we are also able to screen candidates quickly and efficiently. An initial conversation by one of our senior level partners quickly yields an accurate assessment of capability and fit. This enables us to focus the majority of our energy and resources on those candidates who have the highest probability of becoming semi-finalists in the search.

A single dedicated senior level consultant by your side

Because our recruitment searches are conducted start to finish by one of our partners, you get an extremely efficient process. A single senior level person dedicated to every step of your project means no gaps or delays in information transfer among multiple staff members and consultants. It means that both you and the candidates get a very direct and responsive line of communication. And, it means you get a level of experience and personal service you know you can count on.

GPS Partner, Chris Lowe, an experienced city manager and employment lawyer will be the consultant on this project.

GPS will customize a search process that best serves your specific objectives and situation. Below is the general workflow we will follow



STEP 1: DEVELOP FOUNDATIONAL ELEMENTS

Understanding you and the community

The first, and most important step of our process is to spend time getting to know you and your community.

In our experience we have found that too often the process of finding the next leader for an organization is a cookie-cutter process focused on developing a community profile and quickly finding a candidate. As public executives, we understand how important it is to understand your community and to have a complete, professional, and thorough process to find top level talent for your future leaders. That is why we structure time to spend in your community to experience its amenities, economy, people, and infrastructure, and to get to know your organization and community, both individually and as a collective group.

Developing the ideal candidate profile begins with a survey sent to you, City Council members, and/or designated staff prior to our first meeting. Members individually complete these surveys to help begin to paint the picture about what you want to see in your next City Manager.

We then meet on-site with you, the City Council, and/or designated staff to discuss the required background, professional experience, and management and leadership characteristics for your position. We work with you to thoroughly understand (or help identify) the position’s requirements, current challenges, strategic priorities, and expectations.

Information obtained from these efforts, coupled with our review of any provided resources, is used to prepare selection criteria, a job position (if needed), and a candidate profile, all of which will be approved by you before recruitment begins. Spending time getting these items right is critical to ensuring an efficient and effective process to follow.

Timeframe:
1 week

Deliverables:
Community understanding
Selection criteria surveys
Job position
Candidate profile

STEP 2: DESIGN A CUSTOM SEARCH STRATEGY

We work collaboratively with you to develop a comprehensive outreach strategy to notify potential candidates about the vacancy and conduct an open recruitment that encourages applications from a talented and diverse pool of candidates. We will recommend a strategy that includes national, state, regional, and local elements.

Leveraging our network

Central to that strategy is to leverage our extensive network of public officials. Often, we know qualified candidates who are not actively seeking new employment and will not necessarily respond to an advertisement.

One of the tools we leverage is a comprehensive recruitment brochure that can accompany all networking and outreach efforts. This brochure typically includes the candidate profile defined in Step 1, a summary of challenges and priorities, and information that positions your location as a highly attractive place to live and work. *(Please see example provided in the Appendix)*

Leveraging the ICMA & other professional organizations

From our decades in city leadership and as candidates ourselves, we depend on the International City/County Management Association (ICMA), as do the type of candidates you want for this position. Most managers are members, and it is the first stop for anyone in the industry looking for a new job.

We use our extensive networks at the state level to ensure we are adequately marketing to in-state candidates through the League of Nebraska Municipalities and to regional candidates from our extensive experience in neighboring states. As a firm with experience in several Nebraska communities, we have developed relationships with candidates for public positions throughout Nebraska and the Midwest.

We value diversity and our recruitment process reflects that. We work with the National Forum for Black Public Administrators and the Local Government Hispanic Network (an affiliate of ICMA) as well as Women Leading Government.

Timeframe:

1-2 weeks

Deliverables:

Timeline

Recruitment
brochure

Advertisement

STEP 3: FIND TOP CANDIDATES

Upon approval of the custom search strategy and marketing tools, we promptly begin the search process, starting first and foremost with our network.

Application packets will be received and categorized according to the rating criteria established by you and your team to ensure that the candidate pool has the matching skills and background. You will receive weekly updates on the development of the candidate pool. Information on all applicants will be retained and organized for recordkeeping purposes and will be transmitted to you upon completion.

Timeframe:

5-6 weeks

Deliverables:

Custom
questionnaires

Each candidate who submits a packet is sent a timely acknowledgement, including an approximate schedule for the recruitment. Throughout the process, communications are maintained with each candidate regarding information about the recruitment progress and their status.

We will screen candidates against the position and criteria defined in Step 1 and recommend a list of 10-15 semi-finalists to you.

Two important tools we use during this process are a candidate questionnaire and a due diligence questionnaire, both customized to your unique position and situation (*please see examples of each in the appendix*). The candidate questionnaire goes to all semi-finalists and provides additional information about their background and experience. The due diligence questionnaire goes only to finalists.

We also ask semi-finalists to engage in video storytelling where they are given an opportunity to tell us about their journey in public service. This is intended to help us, and you better assess who they are as people and as leaders. This approach can help in developing a more comprehensive understanding of the candidate's ability to think on their feet as well as their personal and professional demeanor.

We will provide you with a semi-finalist report that includes copies of the master applicant list, grading matrix, as well as a cover letter, resume, completed questionnaire, and videos for each semi-finalist.

From there, we will review semi-finalist information with you and ask you to select finalists for interviews.

10-15 semi-finalist recommendations

Timely and regular communications to candidates

Regular updates to you and your team

Semi-finalist report

STEP 4: VERIFY AND CHECK FINALISTS

When you approve a group of finalists for on-site interviews, we will begin the process of conducting reference checks, background checks, and academic verifications. A confidential reference report is prepared for each finalist to complete our understanding of his or her management and leadership characteristics and professional work performance.

For the background checks, we will collect information on the candidates in the following areas:

- City/County/State Criminal
- Federal District Criminal
- Employment Verification
- Reference Verification
- Federal District Civil Litigation
- City/County/State Civil Litigation
- Motor Vehicle Driving Record
- Educational Verification

Timeframe:

2 weeks

Deliverables:

Reference check results

Background check results

Academic verification results

STEP 5: INTERVIEW AND HIRE

Upon completing the candidate verifications and checks, we will work collaboratively with you to develop the final interview process.

We will provide you with a Final Candidate Report prior to commencement of interviews. This report will include a copy of the recruitment brochure and interview schedule, as well as cover letter, resume, completed questionnaires, and reference/background results for each finalist to be interviewed. It will also include our individual analysis of each candidate compared to the ideal candidate profile developed with you (e.g., our evaluation of minimum professional qualifications, responses to questionnaires, etc.). *Note: A minimum of one week is required to develop the packet of information for your review once finalists have been identified.*

Accompanying the final report will be guidelines for interviewing the finalists, suggested interview questions, and a customized interview grading tool for your interview panel(s). We will attend finalist interviews to support continuity of the process.

We will work with you to develop an interview process that is thorough and inclusive of your organization and community. Successful options we have used in the past include: a community meet and greet (this allows community members, elected officials, and staff to meet and visit with the finalists), community interview panel to serve as one of the events for finalists during the in-person interview process, and/or a community dialogue event.

*Additional options available to you are:

- Participation in deliberation of candidates.
- Assistance with developing a compensation package and related employment considerations.
- Assistance with employment agreement negotiation.

Finally, we will notify candidates of the final decision and will confirm final process close out items with you.

Timeframe:

2-3 weeks

Deliverables:

Interview and travel itinerary schedules

Final Candidate Report

Interview guidelines

Suggested interview questions

Interview grading tool

Candidate notifications



Experience

30+ years combined experience in city management

GPS is comprised of only senior level, former city managers with MPA degrees. Our partners share a passion for serving the public and bring a combined 30+ years of experience in leading communities. Their public service careers include serving as City Manager, Town Manager, and Assistant City Administrator throughout the country.

Resumes of Partners, Chris Lowe and Bret Bauer, are included in the appendix. Chris Lowe will be the consultant assigned to this project and will execute all tasks involved. However, both partners participate fully in your search process to ensure the highest level of support. No outside consultants are expected to be used.

19 years of successful recruiting history

RECENT RECRUITMENTS

City Manager-Junction City, KS
City Manager-Brentwood, TN
City Manager-DeSoto, TX
City Manager-Lochbuie, CO
City Administrator-Grand Island, NE
City Manager-Ankeny, IA
Utilities Director-Grand Island, NE
City Manager-Janesville, WI
City Manager-Charlestown, WV
City Manager-Salina, KS
City Manager-Sterling, CO

At GPS, we have been conducting executive level recruitments for 19 years. We believe the perspective we bring as former city managers and candidates, combined with the principled approach we developed based on decades of combined experience, enables us to help you find and hire the right candidate for the job the first time around.

As former city managers, we are very familiar with the types of discussions to have and questions to ask of candidates as we have been in those positions ourselves and tackled the same types of opportunities and challenges they most likely will face.

More than an executive search firm

GPS was founded with one central objective: to use our industry experience and decades of public service to help cities and counties improve their communities. Since 2006, GPS Partners Bret and Chris have been expanding their government experience and network in cities across the country to position themselves to be the best trained public servants available to serve cities and counties on a diverse range of projects, challenges, and opportunities.

Our breadth of services includes:

- Executive Search
- Budgeting
- Human Resources (Class & Comp. Studies)
- Leadership Development
- Strategic Planning
- Interim Services

The compass in our logo depicts our goal of providing guiding direction to our public clients and we strive to be a steady partner throughout that journey. We firmly believe in the value of **trusted relationships**, and want to be your **trusted partner**, not just another vendor.

The GPS Guarantee

While others in the industry may offer a 1-year guarantee, we are confident in our process, and offer an 18-month guarantee against resignation or termination for any reason. Any subsequent search will be done for actual cost.

*“GPS did a great job throughout our search for a new city manager. Their timeline was clearly laid out. They wanted our input for the type of qualified leader we were looking for and carefully screened the candidates with a nationwide search. Bret and Chris provided consistent and clear communication of the steps throughout the process. Additionally, GPS provided interim city manager services until our position was filled. The candidates were also pleased with how they were treated during the interviews. GPS was always available to assist with any questions or concerns. **I would highly recommend GPS!**” – Pat Landes, Mayor of Junction City, Kansas*



Demonstrated ability to complete a thorough and detailed report

We hope the steps outlined in the Approach section of this proposal have demonstrated that our process is highly thorough and detailed. Additionally, we trust the background, experience, and reputation presented about our firm, and in particular the partner assigned to this project, Chris Lowe, has demonstrated the accountability and integrity we bring to this important effort.

Likewise, we are confident the final candidate reference report we provide to you will be comprehensive and detailed and will equip you with everything you need to carefully and thoroughly interview final candidates and make a sound and supported final decision. The report will include:

Information on each finalist:

- Cover letter and resume
- Completed questionnaires
- Reference/background results
- GPS analysis/evaluation
- Video Storytelling (if used)

Additional supporting information:

- Recruitment brochure
- Interview schedule
- Interview guidelines
- Suggested interview questions
- Customized interview grading tool

References

Owner/address/telephone contact	City of Junction City, KS /Pat Landes, Mayor 700 N. Jefferson, Junction City, KS 66441 (785) 223-6091, pat.landes@jcks.com Pop. 25,000, Annual Budget \$141.9M
Project name	Executive recruitment for City Manager
Project description	Performed national executive recruitment services to recruit for a City Manager to be a part of Junction City's Executive Team.
Position or capacity on the project	GPS Partner, Bret Bauer, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	City of Janesville, WI / Paul Benson, Council President 18 N. Jackson Street, Janesville, WI 53548 (608) 436-9139, bensonp@ci.janesville.wi.us Pop. 65,942, Annual Budget \$128M
Project name	Executive recruitment for City Manager
Project description	Performed national executive recruitment services to recruit for a City Manager to be a part of Janesville's Executive Team.
Position or capacity on the project	GPS Partner, Chris Lowe, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	City of Brentwood, TN /Nelson Andrews, Mayor 5211 Maryland Way, Brentwood, TN 37027 (615) 917-1384, nelson.andrews@brentwoodtn.gov Pop. 47,000, Annual Budget \$108.3M
Project name	Executive recruitment for City Manager
Project description	Performed national executive recruitment services to recruit for a City Manager to be a part of Brentwood's Executive Team.
Position or capacity on the project	GPS Partner, Bret Bauer, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	City of Alliance, NE /Seth Sorensen, City Manager 324 Laramie Avenue, P.O. Box D, Alliance, NE 69301 (308) 762-5400, ssorensen@cityofalliance.net Pop. 9,000, Annual Budget \$3.75M
Project name	Executive recruitment for Chief of Police
Project description	Performed national executive recruitment services to recruit for a Chief of Police to be a part of Alliance’s Executive Team.
Position or capacity on the project	GPS Partner, Chris Lowe, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	City of DeSoto, TX /Mayor Rachel Proctor 211 East Pleasant Run Road, DeSoto, TX 75115 (972) 274-2489, rproctor@desototexas.gov Pop. 56,583, Annual Budget \$181M
Project name	Executive recruitment for City Manager
Project description	Performed national executive recruitment services to recruit for a City Manager to be a part of DeSoto’s Executive Team.
Position or capacity on the project	GPS Partner, Bret Bauer, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	City of Salina, KS /Greg Lenkiewicz, Mayor 300 W. Ash St., Salina, KS 67401 (785) 342-6049, commishlenk@gmail.com Pop. 50,000, Annual Budget \$151M
Project name	Executive recruitment for City Manager
Project description	Performed national executive recruitment services to recruit for a City Manager to be a part of Salina’s Executive Team.
Position or capacity on the project	GPS Partner, Chris Lowe, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	City of Grand Island, NE /Aaron Schmid, Director of Human Resources 100 East First Street, Grand Island, NE 68801 (308) 385-5444, aarons@grand-island.com Pop. 52,335, Annual Budget \$273M
Project name	Executive recruitment for City Administrator
Project description	Performed national executive recruitment services to recruit for a City Administrator to be a part of Grand Island’s Executive Team.
Position or capacity on the project	GPS Partner, Chris Lowe, served as Project Manager for this recruitment

Related litigation, administrative proceedings, or claims	None
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Owner/address/telephone contact	City of Charles Town, WV / Micheal George, Mayor 101 E. Washington St., Charles Town, WV 25414 (304) 725-2311, mgeorge@charlestownwv.us Pop. 7,500, Annual Budget \$10M
Project name	Executive recruitment for City Manager
Project description	Performed national executive recruitment services to recruit for a City Manager to be a part of Charles Town's Executive Team.
Position or capacity on the project	GPS Partner, Bret Bauer, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	Town of Prosper, TX / David Bristol, Mayor 250 W. First Street, Prosper, TX 75078 (972) 965-0446, dbristol@prospertx.gov Pop. 37,746, Annual Budget \$102M
Project name	Executive recruitment for Town Manager
Project description	Performed national executive recruitment services to recruit for a Town Manager to be a part of Prosper's Executive Team.
Position or capacity on the project	GPS Partner, Bret Bauer, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	City of DeSoto, TX / Brandon Wright, City Manager 211 East Pleasant Run Road, DeSoto, TX 75115 (972) 230-9644, bwright@desototexas.gov Pop. 55,913, Annual Budget \$129M
Project name	Executive recruitment for City Manager
Project description	Performed national executive recruitment services to recruit for a Public Utilities Director to be a part of DeSoto's Executive Team.
Position or capacity on the project	GPS Partner, Bret Bauer, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	City of Sterling, CO / Matthew Foos, Mayor 421 N. 4 th St., P.O. Box 4000, Sterling, CO 80751 (970) 520-6330, mfoos@sterlingcolo.com Pop. 14,000, Annual Budget \$40M
Project name	Executive recruitment for City Manager
Project description	Performed national executive recruitment services to recruit for a City Manager to be a part of Sterling's Executive Team.

Position or capacity on the project	GPS Partner, Chris Lowe, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Owner/address/telephone contact	Town of Elizabeth, Colorado / Tammy Payne, Mayor 151 S. Banner Street, Elizabeth, CO 80107 (303) 646-4166, tpayne@townofelizabeth.org Pop. 2,500, Annual Budget \$16M
Project name	Executive recruitment for Town Administrator/Interim Services
Project description	Performed national executive recruitment services to recruit for a Town Administrator to be a part of Elizabeth’s Executive Team.
Position or capacity on the project	GPS Partner, Chris Lowe, served as Project Manager for this recruitment
Related litigation, administrative proceedings, or claims	None

Testimonials

*“GPS did a great job throughout our search for a new city manager. Their timeline was clearly laid out. They wanted our input for the type of qualified leader we were looking for and carefully screened the candidates with a nationwide search. Bret provided consistent and clear communication of the steps throughout the process. Additionally, GPS helped us find an interim city manager until our position was filled. The candidates were also pleased with how they were treated during the interviews. GPS was always available to assist with any questions or concerns. **I would highly recommend GPS!**” – Pat Landes, Mayor of Junction City, Kansas*

*“When we needed to hire a search firm for our next City Manager, our HR director recommended several firms. What initially attracted me to GPS was their track record of working with communities of different sizes and different areas of the country. We really wanted to find the best candidate and didn't want to limit ourselves. Next, I really loved that the two partners were both former city managers and had been through this process before on the other side. Chris and his team at GPS exceeded my expectations. First, they worked with us to create a process that worked for our City Council. They were very organized and kept us up to date on their work. Then they brought us a really strong group of candidates. And when I compared our candidate pool to some other local communities who were also going through the hiring process, I was very impressed. Finally, when it came to do the interviews and final negotiations, Chris's expertise and advice was instrumental. He helped us hire the right person and served as a liaison to make the negotiation process go more smoothly. **I give Chirs and GPS the absolute highest recommendation.**” - Paul Benson, Council President of Janesville, Wisconsin*

“As a Trustee of the Town of Elizabeth, Colorado, I am pleased and honored to write on behalf of Chris Lowe and his partner, Bret Bauer, of Government Professional Solutions. GPS was chosen to conduct the search effort for a permanent Town Administrator who could restore confidence for the staff and the community within an atmosphere of doubt. The decision to engage Chris and Bret was easy, given their individual backgrounds in city management and boots on the ground experience. Almost immediately upon their selection, our currently serving Interim Administrator accepted a permanent position closer to his home, and the Town was once again without daily leadership. Chris offered GPS’ services to serve in this role while they continued the search for a permanent Administrator. My personal view is that this was an unexpected blessing, as in this way Chris could

not only utilize his professional expertise in the search effort but would also come to know the subtle nuances of our Board, the organization, and the community to identify the perfect pool of candidates. Additionally, the Board engaged GPS to conduct the search effort to fill the vacant position of Community Development Director. **Chris led us on a remarkable journey of discovery as to how to function at our highest level as a Board of Trustees, beginning with a series of strategic planning workshops to identify first: who we are as a community; and secondly: what are the values we embrace and how can we best preserve and protect them.** Chris allowed us to explore myriad ideas while sharpening the focus on how those ideas reflect our values and goals. Never had we participated in such an important exercise, and the experience established unity and helped build consensus among Board members that had earlier struggled with distrust and dissonance. Chris and Bret shepherded us through the process of evaluating the many highly qualified candidates they attracted for us to consider, and we selected someone whom I believe will be not only a neighbor but an exceedingly engaged contributor serving our community of residents and business owners. This of course signaled a conclusion to the tremendously productive time spent with Chris, but it is my hope that we will maintain our relationship with future engagements, especially with respect to strategic planning and budget workshops that were invaluable and frankly life-changing for our Board and staff. **I wholeheartedly recommend Government Professional Solutions for their firsthand professional expertise and experienced understanding of the unique challenges facing municipalities. They truly create the solutions needed for those striving to do their best for the communities in which they serve.**" - Tammy Payne, Mayor of Town of Elizabeth, Colorado

"Government Professional Solutions (GPS) and specifically Bret Bauer exceeded my expectations during our search for a new Town Manager. Bret brought years of experience in municipal government as well as a vast network of potential candidates to the search. Not only did he accomplish the task, he did it in a professional, expeditious and cost effective method. His attention to detail and clear sense of the urgency of the need was critical to our council and to the candidates. **I strongly recommend GPS and will utilize them if needed in the future.**" - David Bristol, Mayor of Prosper, Texas

"I'm writing this letter of recommendation on behalf of Bret Bauer, Partner & Co-Founder of Government Professional Solutions ("GPS") who I have had the pleasure of working with over the past 7 months related to our Chief Financial Officer placement with the City of Hutto, and our most recent placement for a Director of Public Works & Engineering. Bret (along with his colleague Chris Lowe) have been extremely thorough with the recruitment process from inception to negotiating and extending the offer. **Bret's experience of serving in city management roles has been extremely beneficial, as he understands the needs of city government experience for these types of placements, which is most valuable during the screening process.** This streamlines my time as the City Manager to focus on City issues, as I know we are in good hands, as Bret takes the time needed to figure out exactly the type of background and personality we are in search of for any given position, and only presents those top-notch candidates meeting our criteria. GPS creates the hiring brochure, which is necessary to initially attract potential candidates, and is meticulous in their overall screening process and always carves out time to answer any questions I might have during the process. They have great attention to detail, and a great pool of candidates. This is the reason I have continued to use GPS for other placements within the City of Hutto. **I would highly recommend Government Professional Solutions to any City or Government entity looking to recruit for executive-level positions.**" - Warren Hutmacher, City Manager of Hutto, Texas

"I had the pleasure to offer Chris Lowe the position as City Administrator for Baldwin City, Kansas early on in my term as Mayor. I felt that the experiences and energy that he could bring to our community would be extremely impactful, but I had no idea on how impactful it would ultimately be. Chris was so eager to learn so much about

our community. He jumped into our utility enterprise, which included electrical generation as well as water and wastewater treatment. He handled all the challenges that those entities bring to City Management, very effectively. He developed personal relationships that last to this day. He built and developed a great team of professionals that carried out the combined vision that he and the City Council had for the community. One can drive around our community and in a very short distance, can see the enormity of the projects that have Chris's imprint. When you communicate the vision to Chris, you can be assured that he will bring that vision to life. He also is a consensus builder and works effectively to build relationships with other governmental agencies. I am proud that we had Chris in our community and so proud of the work he led to make our community even better." - Ken Wagner, Former Mayor of Baldwin City, Kansas

Agreement to use City of Alliance's contract form

GPS is happy to execute a standard contract form provided by the City or if preferred, we can provide our standard engagement agreement. GPS further acknowledges that our firm maintains, or will acquire, the minimum or greater of the insurance limits required.

Agreement to complete project according to project schedule

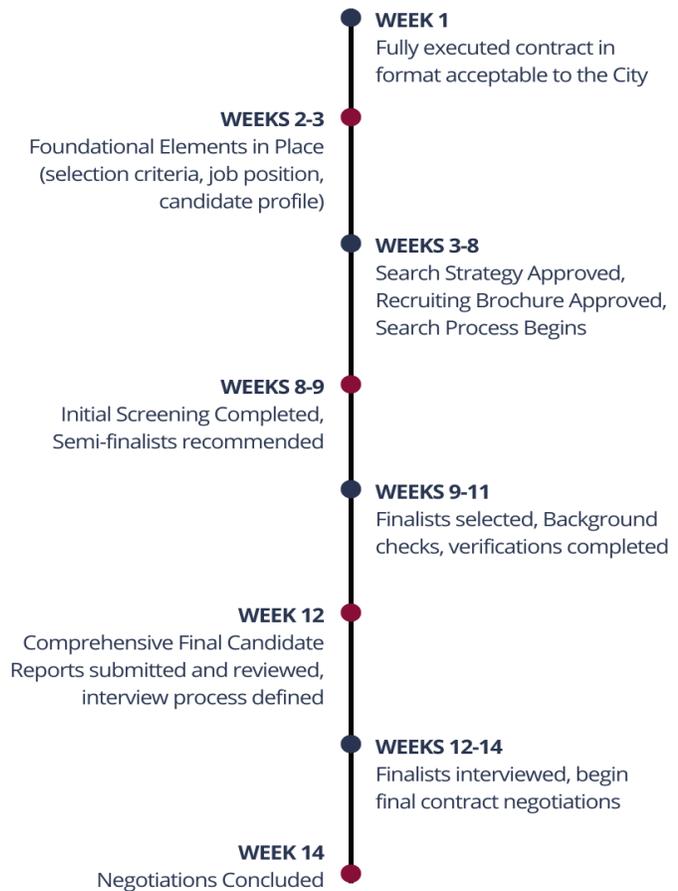
The timeline at right provides a general breakdown of tasks, milestones, and timeframes to support a thorough and successful recruitment process.

This timeline is a suggestion only and we will work with you to finalize and approve an exact timeline.

SUGGESTED TIMELINE

City of Alliance City Manager Executive Search Services

The City will be asked to approve a final timeline before any recruitment begins, the timeline may be lengthened, if so desired





Overall cost and value of project

Executive Search Services

GPS offers a firm, fixed fee of \$24,500 to conduct each professional executive search, ***which includes all our expenses and costs. Because of our previous relationship with the City, we are providing a discount of \$2,000 from current pricing, so the cost for the City of Alliance for this search is \$22,500.***

In other words, the only thing you will pay GPS is the agreed upon fee. This includes costs for professional graphic design, background and academic verification, and consultant travel and expenses. This means the only other costs you will be responsible for are the costs associated with the candidates' (and spouses, if invited) travel, accommodations, and meals for the interview process.

The advantage to you is you know exactly what you will pay and do not have to worry about reviewing costs associated with the project.

We will bill the fee as the phases are completed and according to the following schedule:

- \$12,500 upon execution of contract
- \$6,000 upon selection of group of semi-finalists
- \$4,000 upon completion of negotiations with final candidate

Interim Services

We understand that the City may need an Interim City Manager to provide stability, consistency and support for the City Council and city staff while the search for a permanent City Manager is conducted. If that is of interest to the City Council, GPS would be able to provide those services as well. We would provide a discounted hourly rate of \$125 per hour for on-site services and \$75 per hour for remote work with a monthly "not to exceed" amount as determined by the Council. Cost for lodging and mileage at the IRS rate for travel to and from Alliance would be billed to the City as well and also may be capped on a "not to exceed basis" monthly.

We would recommend that the City budget on average at least 25 hours per week for interim work. Typically, we like to have more flexibility to work more hours at the beginning of an interim assignment with the ability to reduce hours or work more hours remotely to conserve cost as the assignment progresses.



Appendix includes:

Sample City Manager search report (Final Candidate Report)

Sample recruitment brochure

Sample questionnaire (candidate and due diligence)

Resumes (Chris Lowe & Bret Bauer)

Certificate of insurance

Final Candidate Report for



Below are the documents in this Final Candidate Report:

- Ideal Candidate Profile
- Recruitment Brochure
- Marketing Media (Job Advertisement)
- Master Applicant List (Selection Grading Criteria Matrix)
- Interview Schedule
- Cover Letter
- Resume
- Candidate Questionnaire
- Due Diligence Questionnaire
- Zoom Video Recording (already provided)
- Background Summary
- Internet Research
- YouTube Research
- Email Correspondence

Town of Prosper, Town Manager Candidate Profile

The Town Manager shall be someone with confidence borne from expertise and experience in Texas, possessing a calm and approachable demeanor. He/she will have outstanding leadership skills, a management style who can work as an active part of a team, be a strategic thinker and listener, is trustworthy, and dependable. He/she will be a servant leader and always demonstrate honesty, integrity, fairness, and diplomacy. The Town Manager will be friendly, humble, calm and collected, even during chaos, and will desire to immerse themselves in and be a part of this community. Someone who is an expert in being a good person.

The Town Manager will be a motivator who will work collaboratively with staff and empower them. This person will possess a positive and supportive management style who can build staff up. He/she will be the voice for staff with Council and the public. He/she will be respectful of all, mentor, set priorities, provide resources, have high expectations and ensure accountability. This person will encourage teamwork and is comfortable getting in the trenches to get the job done. While this person will be a leader of the staff he/she will also be a hands on project manager.

He/she will be professional, but also friendly and outgoing with a sense of humor. This person must have outstanding communication skills, both verbal and written. Will be gifted in making clear and concise presentations to the Town Council and public. The Town Manager must be able to lead and guide the Council without taking sides or playing politics, always providing their best professional recommendations. He/she will have a strong financial and budgeting background and will ensure the financial data is accurate every time, all the time. Experience managing a growth environment in residential and commercial development. Including planning, growing, and meeting infrastructure needs. He/she must have the skills to, in coordination with the economic development, develop, negotiate and implement incentive and development agreements.

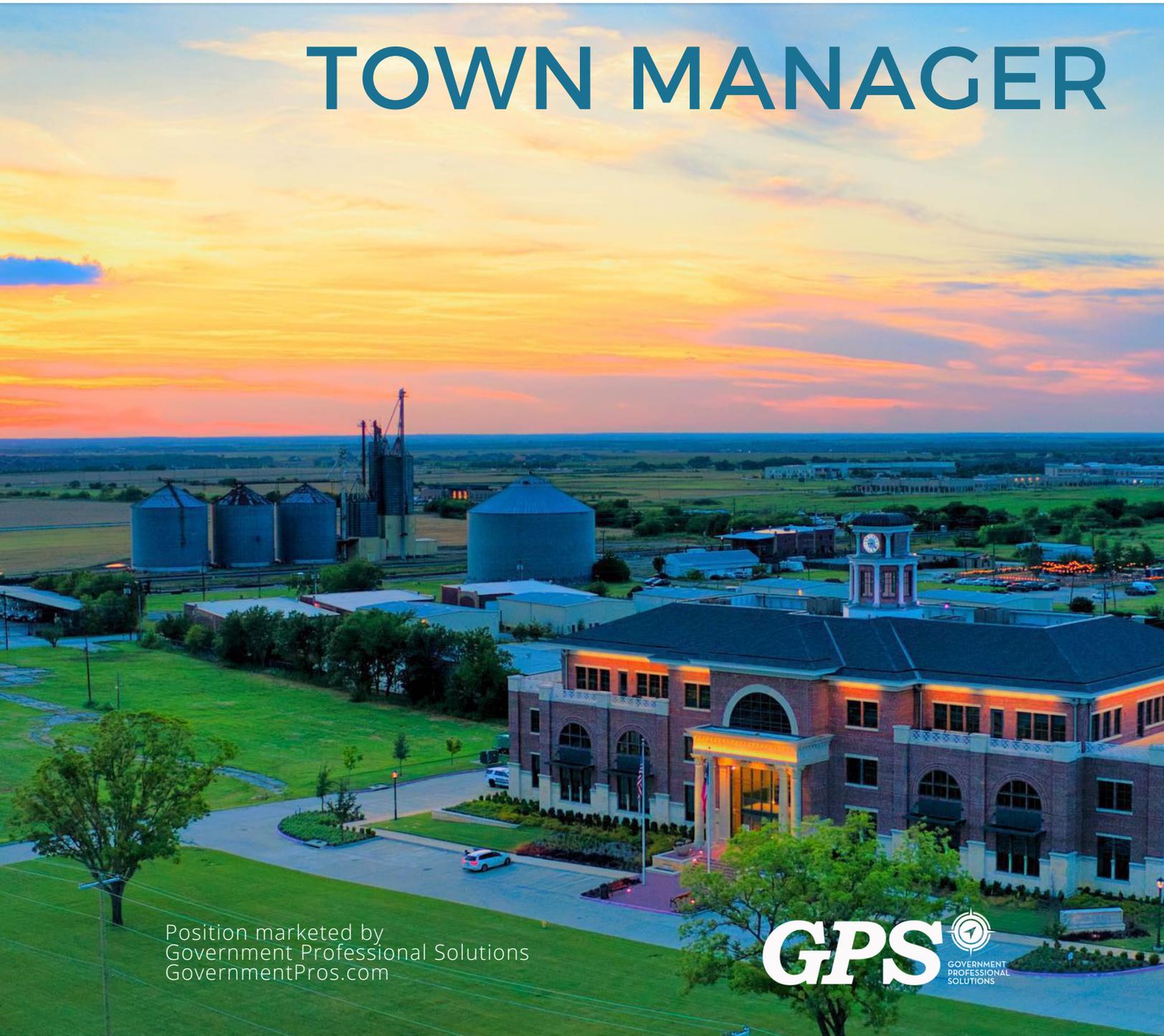
The Town Manager will have a Bachelor's degree from an accredited college or university in Public Administration, Business Administration, Public Policy, or related field and a minimum of 7 years of progressively responsible management and supervisory experience as a city/town or county manager for a similar size population base or as an Assistant or Deputy in a larger community. A Master's degree in Public Administration or Business Administration or related field is preferred. Current member of ICMA and TCMA in good standing.



TOWN OF
PROSPER

The Town of Prosper, Texas is hiring a

TOWN MANAGER



Position marketed by
Government Professional Solutions
GovernmentPros.com



WELCOME TO THE TOWN OF PROSPER, TEXAS

Community

The Town of Prosper is a fast growing community offering a high quality of life, where neighbors know each other and kids can play in a safe, friendly community.

With its proximity to the Dallas/Fort Worth area, the Town of Prosper has been an especially attractive place to put down family roots for CEOs and executives, and top tech and medical talent. The Town's annual growth rate has been between 9% and 13% for the past five years.

Location

North of Dallas, Prosper is located less than 30 minutes from 2 major airports: Dallas Love Field and Dallas/Fort Worth International. The Town is just 35 miles from Downtown Dallas and 55 miles from Fort Worth. Prosper's land area is 27 square miles.

Demographics

Population: 35,430, with a total buildout projection of 70,000 residents by 2040

	Median Household Income	\$153,777
	Median Earnings/Worker	\$85,560
	Median Housing Value	\$436,600
	Median Monthly Owner Cost with Mortgages	\$2,921/month
	Median Monthly Rent	\$1,482/month
	Owner-Occupied Housing	86.5%
	Prosper Residents with Health Insurance	95.4%

History

The Town of Prosper began as a farming community in Collin County in the early 1900s. In its early years, the town was also a central stop for the railroad between Dallas and Sherman. Prosper was incorporated in 1914 with a population of 500.

Entertainment and recreation

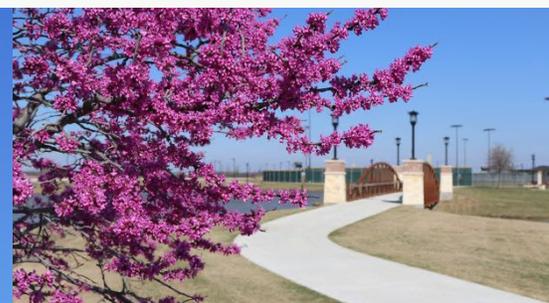
Prosper prides itself on having parks and recreation facilities that promote healthy lifestyles for all ages and enhance property values.

The Town is home to more than 350 acres of park, including open spaces, recreational venues, athletic facilities, and tennis courts. More than 30 miles of hike and bike trails weave throughout Prosper with plans for additional trails.

Frontier Community Park features a major sports complex with lighted natural and turf fields for a variety of sports. Other features include trails, pavilion, concessions, catch and release pond, splash pad, and Windmill Playground.

With Prosper's signature, historical grain silos adjacent to an impressive Town hall, inviting Food Truck Park, and welcoming outdoor space, Downtown Prosper is home to one-of-a-kind boutique stores, restaurants, and services. Downtown Masterplan was recently adopted and is currently being implemented.

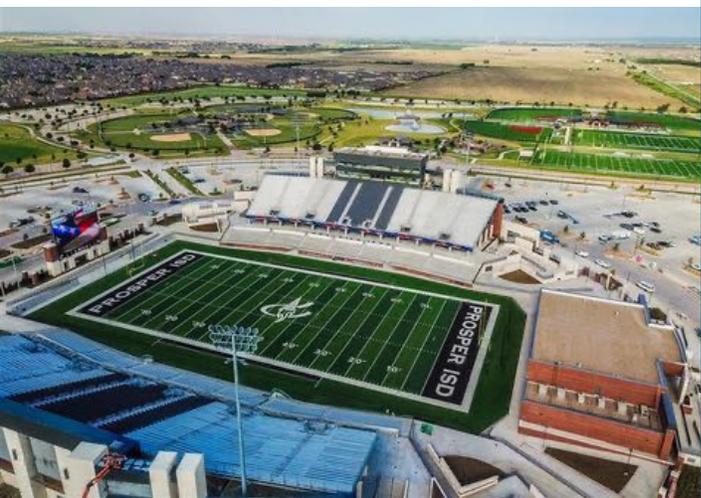
Prosper also offers a wide array of nationally recognized retail stores and restaurants.



Business and Commerce

The Town of Prosper is a fast growing community with a strong pro-business mindset. The area's top employers are:

- Prosper ISD
- Lowe's
- Kroger
- Cook Children's
- Town of Prosper
- Dick's S.G./Field & Stream
- Walmart
- Longo Toyota
- Chick-fil-A
- Texas Health Resources



Education

Among Prosper residents 25 and older, 58% have earned a Bachelor's degree or higher level of education. Another 27% of the 25+ population have an Associate's degree or at least some college, and 98% are high school graduates.

Most of Prosper's geographic area is located in the boundaries of the Prosper Independent School District (PISD). Prosper ISD is located in both Collin and Denton Counties and serves students living in Prosper, Celina, McKinney, Frisco, and Aubrey.

Prosper ISD is a top rated public school system, ranking #10 on *Niche.com's* 2023 Best School Districts in Texas. As an accredited district, PISD develops and graduates motivated, academically prepared individuals with the strength of character to make contributions to a rapidly-changing society through an educational system that maintains high expectations, provides quality instruction, and establishes a safe, orderly learning environment.

Prosper ISD continues to be one of the fastest-growing school districts in Texas. In 2021-2022, the district had more than 22,000 students and more than 2,600 staff members serving 14 elementary schools, 4 middle schools, and 2 high schools. By buildout, the district is expected to have 28-30 elementary campuses, 9-10 middle schools, and 4-5 high school campuses.

Support for Prosper ISD is strong. A school bond election in May 2019 was approved by 85% of those who voted. The majority of the \$1.337 billion bond – specifically 84% – funds the building of new school facilities.

Prosper ISD is among only 250 school districts in the United States and Canada, and only 17 school districts in the State of Texas named to the College Board AP District Honor Roll. 29 Advanced Placement (AP) courses, 20 Pre-AP courses, and 10 dual credit courses are offered at the high school level.

Prosper is home to championship teams, and to Children's Health Stadium. Opened in August 2019, the \$52 million facility houses the football stadium, natatorium, and meeting facilities.

Government

The Town of Prosper is a home rule town with a mayor and six council members who are elected at large for three-year terms. The Town Manager serves as Chief Administrative Officer to Prosper and is responsible to the council.

“Prosper is a place where everyone matters.” The Town of Prosper strives to be a place where every resident has a voice, where decisions are made in the best interest of everyone, and where government is open and transparent. The municipal departments each play a role enriching the Town and supporting the residents.

Prosper Community Vision

Prosper is a community committed to excellence. It is a high-quality, family-oriented community maintaining a visually aesthetic open feel with job-producing, economically sustainable commercial development directed to the Town’s major transportation corridors, all while maintaining strong fiscal responsibility, and meeting the infrastructure needs of the Town.

Prosper Strategic Vision 2036

- Prosper 2036 has a small town relationship/feeling that is a family-friendly community.
- Prosper 2036 is a beautiful and safe community.
- Prosper 2036 is a high-value residential community with a quaint and cool downtown and a dynamic tollway corridor.
- Prosper 2036 has leisure experiences for all.

Fiscal Year 2021-2022 Budget Highlights

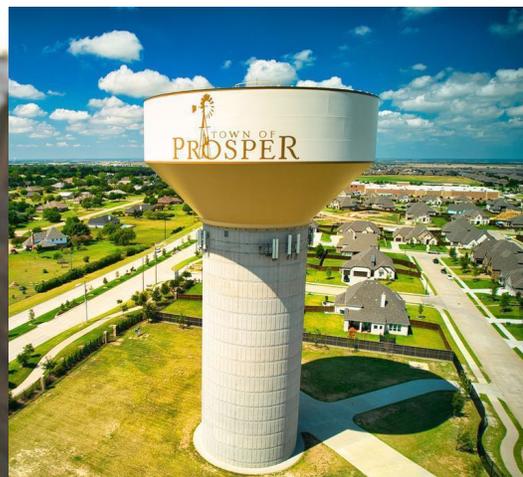
- First year accelerated implementation of \$210 million bond program (\$40 million versus \$21 million)
- \$0.01 decrease in property tax rate
- No increase in utility rates for Town customers
- Continued growth in property tax and sales tax
- Continued staff additions to public safety

Fiscal Year 2022-2023 Appropriations Highlights

- Total Appropriations-Operating Budget: \$95,616,751
- General Fund: \$51,833,412
- Debt Service Fund: \$12,911,163
- Water & Sewer Fund: \$28,112,759
- Drainage Utility Fund: \$2,500,000
- Capital Improvement Fund: \$58,295,000
- Capital Dedication Levy: \$6,700,000

Current Project Highlights

- Many road projects
- Water and sewer infrastructure
- New fire stations
- Downtown Masterplan implementation
- Raymond Community Park and other park projects
- Implementing town-wide ERP systems
- Updating Comprehensive Plan



Under the direction of the Town Council, the Town Manager serves as Chief Administrative Officer of the Town and oversees the daily operations of the Town. The Town Manager is responsible to the Town Council for administration of all the affairs of the Town, with only those exceptions that are named in the Town Charter. Example duties include:

Town Council

- Attend all Town Council meetings, with the right to take part in discussion.
- Keep Town Council fully advised as to financial conditions and future needs, and make recommendations.
- Prepare agenda items for, and give presentations to Town Council and Boards and Commissions.
- Inform Town Council of all work-related activities.

Administration

- Direct and supervise administration of 347 total number of town employees, all departments, offices, and agencies, except as otherwise provided by law or the Town Charter.
- Consult and direct all Town employees in solving administrative and operational problems, and developing and implementing changes in organizational structure, policies, or procedures to meet operational and fiscal goals.
- Make reports concerning the operations of Town departments, offices, or agencies.

Economic Development

- Develop and negotiate Town economic development agreements as needed in coordination with the Prosper Economic Development Corporation.
- Oversee, through various departments, construction projects designed to enhance Town infrastructure effectiveness and support economic development projects.
- Promote Town programs, activities, services, and business opportunities.

Financial

- Oversee preparation of and recommend the annual budget and capital program, and administer the budget as adopted.
- Administer operating and capital budget duties, including establishing policies for carrying out budget directives and reviewing operating and capital budgets periodically to analyze trends.

- Assure Town operations are performed within budget; prepare cost control activities; monitor revenues and expenditures to assure sound fiscal control; and ensure efficient use of Town budget funds, personnel, materials, facilities, technology, and time.

Human Resources

- Appoint, suspend, and remove all Town employees and appointive administrative officers, except as otherwise provided by law.
- Provide guidance and support to all departments regarding employee development and furthering the organizational culture of the Town.

Planning

- Develop long and short-range plans for all Town operations.
- Identify more efficient and effective ways of accomplishing Town service delivery.
- Plan, coordinate, and direct the work of Town departments through delegation of authority and responsibility to department executive directors and directors.

Policy and Procedure

- See that all state laws and Town ordinances are effectively enforced.
- Review applicable federal, state, and local laws, ordinances, and regulations for compliance and make recommendations.
- Administer policies and procedures within the Town and ensure that appropriate linkages exist between budget goals, purchasing procedures, and funding limitations and service levels adopted to meet specific departmental and Town Council goals.
- Adhere to personnel, safety, and other policies and procedures.

Public Relations

- Develop positive relationships and coordinate Town affairs with federal, state, and local entities and agencies, civic and private groups, and residents.
- Working with staff, respond to and resolve resident and development inquiries and concerns and negotiate and resolve controversial issues.

- Bachelor's degree from an accredited college or university in Public Administration, Business Administration, Public Policy, or related field required (Master's degree preferred).
- Minimum seven years experience of progressively responsible management and supervisory experience as a city/town or county manager for a similar size population base, or as an Assistant or Deputy in a larger community.
- Current member of International City/County Management Association (ICMA) and Texas City Management Association (TCMA) in good standing.
- Strong financial and budgeting background with ability to ensure financial data is accurate every time, all the time.
- Strategic thinker.
- Experience managing a growth environment in residential and commercial development, including planning, growing, and meeting infrastructure needs.
- Skills to develop, negotiate, and implement incentive and development agreements (in coordination with economic development).
- Gifted at making clear and concise presentations to Town Council and the public.
- Outstanding communication skills, both verbal and written.
- Outstanding leadership skills.
- Servant leader who always demonstrates honesty, integrity, fairness, and diplomacy.
- Motivator who works collaboratively with and empowers staff.
- Positive and supportive management style that builds staff up, is respectful of all, provides mentoring, sets priorities, provides resources, has high expectations, and ensures accountability.
- Hands-on project manager who encourages teamwork and can work as an active part of a team.
- Able to lead and guide Town Council by providing options and building consensus; always providing the best professional recommendations.
- Calm and approachable demeanor, active listener, and remains cool and collected.
- Trustworthy and dependable.
- Professional, while also friendly and outgoing with a sense of humor.
- Desire to immerse oneself in and be a part of the community.

HOW TO APPLY

Compensation: Annual base salary will depend on qualifications but is expected to be in the range of \$230,000 to \$260,000. Position also includes a car allowance, TMRS with a 2 to 1 match as well as a generous contribution to a health, dental, vision, and life insurance package.

To apply, please email your cover letter and resume in .pdf format by Friday, November 18, 2022, 5 pm CST, to bbauer@governmentpros.com. Position is open until filled. Faxed and mailed submissions will not be considered. Direct questions to Bret Bauer at 316-207-0688 or bbauer@governmentpros.com.

The Town of Prosper is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, national origin, sex, age, disability, genetic information, or any other status protected by law or regulation. It is the Town's intention that all qualified applicants be given equal opportunity and that selection decisions are based on job-related factors.

For additional information about the Town of Prosper, please visit:

ProsperTX.gov

Facebook.com/prosperTX

ProsperEDC.com

Prosper-isd.net

Town of Prosper, Texas
Town Manager

The Town of Prosper is a fast growing community offering a high quality of life, where neighbors know each other and kids can play in a safe, friendly community.

With its proximity to the Dallas/Fort Worth area, the Town of Prosper has been an especially attractive place to put down family roots for CEOs and executives, and top tech and medical talent. The Town's annual growth rate has been between 9% and 13% for the past five years.

The Town Manager is responsible to the Prosper Town Council for maintaining and operating the Town in a professional manner and administration of all Town affairs. This position manages and directs the day-to-day operations of the Town based on the ordinances and policies established by the Town Council. The Town Manager oversees operation of the Town's departments, including Building Inspection, Communication & Community Engagement, Economic Development, Engineering, Finance, Fire, Health & Code Compliance, Human Resources, Library, Municipal Court, Parks & Recreation, Planning, Police, Public Works, Purchasing, Stormwater Management, Town Secretary, Utility Billing/Trash & Recycling, and Water Conservation. This position is responsible for a \$95.6M operating budget.

This position also works closely with community members, local school members, and is highly visible at community events.

Please use the following link to apply: [Please Click Here to Apply](#)

For more information about this position, please reach out to Bret Bauer, GPS Partner at bbauer@governmentpros.com
(316) 207-0688

Town of Prosper, Town Manager Candidate Selection Criteria (Matrix)

Evaluator: Bret Bauer

Scoring: 1-10 with 10 being the highest

Categories are weighted & equal 100

	Experience: Relevance of previous management experience & success with a similar organization (25%)	Education: Relevant Education and/or Training (15%)	Philosophy & Approach: Candidate's ability to manage and implement Council objectives (20%)	Accomplishments: Previous accomplishments demonstrating leadership, teamwork, empowering staff & innovation (10%)	Versatility: Broad organizational knowledge (including budgeting, managing growth & economic development, strategic planning & leadership development) (20%)	Longevity: Candidate's previous record of serving an organization long-term (5%)	Presentation: Candidate's overall resume/application approach (organization, legibility, literacy) (5%)	TOTAL SCORE	Semi-Finalist	Finalist
	6.0	10.0	7.0	7.0	7.0	6.0	10.0	7.45		
	5.0	9.0	5.0	6.0	6.0	6.0	10.0	6.40		
	0.0	10.0	3.0	4.0	3.0	3.0	9.0	4.10		
	8.0	10.0	8.0	8.0	8.0	7.0	10.0	8.45		
	0.0	9.0	3.0	5.0	3.0	3.0	10.0	4.10		
	7.0	10.0	7.0	8.0	7.0	9.0	10.0	8.00		
	9.0	10.0	8.0	8.0	9.0	9.0	10.0	8.95	Yes	Yes
	7.0	10.0	8.0	7.0	8.0	7.0	10.0	8.05		
	5.0	10.0	6.0	7.0	5.0	6.0	10.0	6.75		
	4.0	10.0	4.0	5.0	3.0	6.0	10.0	5.60		
	6.0	10.0	6.0	6.0	6.0	5.0	10.0	6.95		
	6.0	9.0	4.0	4.0	4.0	9.0	9.0	6.00		
	8.0	10.0	7.0	8.0	5.0	10.0	10.0	8.00		
	6.0	9.0	6.0	7.0	6.0	7.0	9.0	6.95		
	5.0	10.0	5.0	6.0	5.0	6.0	10.0	6.45		
	0.0	9.0	3.0	4.0	3.0	5.0	10.0	4.05		
	7.0	10.0	8.0	7.0	8.0	7.0	10.0	8.05		
	6.0	9.0	6.0	7.0	8.0	9.0	10.0	7.40		
	5.0	10.0	5.0	5.0	7.0	6.0	10.0	6.60		
	0.0	0.0	0.0	0.0	0.0	3.0	9.0	0.60		
	0.0	10.0	0.0	0.0	0.0	0.0	9.0	2.45		
	8.0	10.0	7.0	8.0	8.0	7.0	10.0	8.30		
	9.0	10.0	8.0	8.0	9.0	8.0	10.0	8.90	Yes	No
	9.0	10.0	8.0	9.0	8.0	8.0	10.0	8.90		
	5.0	10.0	4.0	4.0	3.0	7.0	10.0	5.75		
	7.0	10.0	8.0	8.0	7.0	5.0	10.0	7.95		
	7.0	10.0	7.0	8.0	8.0	10.0	10.0	8.20		
	0.0	9.0	0.0	0.0	0.0	8.0	10.0	2.70		
	9.0	10.0	8.0	8.0	9.0	8.0	10.0	8.90	Yes	No
	9.0	10.0	9.0	8.0	9.0	9.0	10.0	9.10		
	5.0	9.0	5.0	7.0	5.0	6.0	10.0	6.40		
	6.0	10.0	5.0	7.0	6.0	9.0	10.0	7.15		
	5.0	10.0	6.0	5.0	6.0	6.0	10.0	6.60		
	0.0	10.0	0.0	2.0	0.0	5.0	9.0	3.00		
	7.0	10.0	7.0	7.0	8.0	8.0	10.0	7.95		
	7.0	10.0	8.0	7.0	8.0	8.0	10.0	8.10	Yes	No
	0.0	9.0	0.0	4.0	0.0	7.0	10.0	3.25		
	5.0	10.0	6.0	5.0	7.0	7.0	10.0	6.80		
	0.0	10.0	0.0	2.0	0.0	4.0	10.0	3.00		
	7.0	10.0	6.0	7.0	6.0	6.0	10.0	7.40		
	8.0	10.0	8.0	7.0	8.0	8.0	10.0	8.35		
	6.0	9.0	6.0	6.0	7.0	9.0	10.0	7.10		
	7.0	10.0	7.0	7.0	7.0	8.0	10.0	7.80		
	0.0	10.0	0.0	5.0	0.0	9.0	9.0	3.65		
	8.0	10.0	8.0	7.0	8.0	8.0	10.0	8.20		
	0.0	10.0	0.0	4.0	0.0	6.0	10.0	3.40		
	0.0	10.0	0.0	4.0	0.0	7.0	9.0	3.40		
	0.0	10.0	0.0	3.0	0.0	5.0	10.0	3.20		
	9.0	10.0	9.0	8.0	8.0	8.0	10.0	8.90	Yes	Yes
	0.0	10.0	0.0	4.0	0.0	6.0	9.0	3.35		
	0.0	10.0	0.0	3.0	0.0	4.0	10.0	3.15		
	7.0	10.0	7.0	6.0	7.0	7.0	10.0	7.60		
	8.0	10.0	8.0	7.0	8.0	8.0	10.0	8.35		
	0.0	0.0	0.0	4.0	4.0	3.0	9.0	1.80		
	9.0	10.0	7.0	8.0	8.0	8.0	10.0	8.60		
	7.0	10.0	7.0	7.0	7.0	5.0	10.0	7.65		
	7.0	9.0	6.0	7.0	7.0	7.0	10.0	7.40	Yes	No
	5.0	10.0	5.0	7.0	6.0	6.0	10.0	6.75		
	6.0	10.0	0.0	7.0	5.0	6.0	10.0	6.10		
	7.0	10.0	7.0	6.0	7.0	7.0	10.0	7.60		
	8.0	10.0	7.0	7.0	7.0	10.0	10.0	8.15		
	9.0	10.0	9.0	8.0	9.0	8.0	10.0	9.05	Yes	Yes
	7.0	9.0	7.0	6.0	7.0	5.0	10.0	7.30	Yes	Yes
	5.0	9.0	0.0	6.0	3.0	6.0	10.0	5.20		
	7.0	10.0	8.0	6.0	7.0	7.0	10.0	7.75		
	5.0	10.0	4.0	5.0	4.0	5.0	10.0	5.95		
	6.0	10.0	5.0	5.0	5.0	6.0	10.0	6.55		
	0.0	10.0	0.0	2.0	0.0	5.0	10.0	3.05		
	7.0	10.0	8.0	8.0	8.0	7.0	10.0	8.20		
	9.0	9.0	9.0	8.0	8.0	8.0	10.0	8.70	Yes	Yes
	6.0	9.0	7.0	7.0	6.0	7.0	10.0	7.15		
	0.0	0.0	0.0	0.0	0.0	0.0	10.0	0.50		
	6.0	10.0	6.0	5.0	5.0	6.0	10.0	6.70		
	7.0	10.0	8.0	7.0	8.0	8.0	10.0	8.10		
	3.0	9.0	0.0	2.0	0.0	5.0	10.0	3.60		
	7.0	10.0	6.0	6.0	5.0	6.0	10.0	7.10		
	6.0	10.0	5.0	4.0	5.0	6.0	10.0	6.40		

Town of Prosper, TX

Town Manager Interview Schedule

Friday, January 6, 2023

Meet at Prosper City Hall Lobby - 250 W. First Street, Prosper, Texas 75078

Participating Team Members Meet at 8:30 a.m.

Time	*Town Tour/w Designated Town Staff (Meet @ Town Hall)	**Candidates Lunch/w Town Staff (PD Multi-Purpose Room)	***Presentation Exercise (Town Hall Council Chambers)	Town Council & Staff Presentation Debrief (Town Hall Council Chambers)	****Community Meet & Greet (Town Hall Lobby & Chambers)	*****Council End of Day Debrief (Town Hall Executive Conference Room)
9:00 a.m. - 11:15 a.m.	All Finalists					
11:15 a.m. - 11:30 a.m. Break						
11:30 a.m. - 12:30 p.m.		All Finalists				
12:30 p.m. - 1:00 p.m. Break						
1:00 p.m. - 2:00 p.m.			Finalist A			
2:15 p.m. - 3:15 p.m.			Finalist B			
3:15 p.m. - 3:30 p.m. Break						
3:30 p.m. - 4:30 p.m.			Finalist C			
4:45 p.m. - 5:45 p.m.			Finalist D			
5:45 p.m. - 6:15 p.m.				Staff, GPS		
6:30 p.m. - 8:00 p.m.					All Finalists	
8:00 p.m. - 8:30 p.m.						TC, GPS, ITM

- NOTES:** * Tour bus and routing planned by Robyn and team; Staff tour guides will be Stuart, Robyn and Hulon. (Bob to do a ride along only)
- ** Lunch provider / menu...**TBD**; Robyn has lead on coordination.
- *** Presentation is to be 20 minutes plus Q&A time; Subject - "Describe the tools, actions and infrastructure required on the part of the Town to prepare the DNT commercial corridor for development."
- ***Presentations to be recorded by Leigh and posted with to TC SharePoint Site within each candidates folder; post not later than 6:00 p.m.
- **** Invitation only; invitees list by TC; e-mail invite to be desinged by Communications team; **e-mail invite to go out NLT December 21st**; candidate spouses invited; use 4 hight top tables in lobby (2) and chambers (2) for the candidates and let invitees move to each area to meet candidates.
- *****Michelle - Post meeting with executive session for Town Manager search.
- Hotel - OMNI @ The Star; Ron has called Marla for rate / reservation assistance.

Saturday, January 7, 2023

Meet at Prosper City Hall Lobby - 250 W. First Street, Prosper, Texas 75078

Participating Team Members Meet at 8:00 a.m.

Time	Meet/w Town Council (Town Hall Executive Conference Room)	Meet/w Interim Town Manager (Town Manager's Office)	*Candidates Lunch/w Town Council (Town Hall - Community Room)	**Council Interview Debrief (Town Hall Executive Conference Room)
8:30 a.m. - 9:30 a.m.	Finalist A	Finalist D		
9:45 a.m. - 10:45 a.m.	Finalist B	Finalist A		
11:00 a.m. - 12:15 p.m.	Finalist C	Finalist B		
12:30 p.m. - 1:30 p.m.			All Finalists	
2:00 p.m. - 3:00 p.m.	Finalist D	Finalist C		
3:00 p.m. - 4:00 p.m.				TC, GPS, ITM

- NOTES:** * Lunch provider / menu...**TBD**; Robyn has lead on lead on coordination.
- **Michelle - Post meeting with executive session for Town Manager search.

Tuesday, January 10, 2023

Town Council Meeting - Selection of Town Manager

- NOTES:** Michelle - Post regular meeting with executive session for Town Manager search.
- Have employment contract ready for review.

[REDACTED]

November 15, 2022

Mr. Bret Bauer
Co-Founder
Government Professional Solutions

Dear Mr. Bauer:

I am providing this letter and enclosed resume to show my interest in becoming the Town of Prosper Town Manager. I have over twenty-six years of progressive experience in city management, and I believe my background would be a positive fit for the Town of Prosper.

Currently, I am serving as the Nacogdoches City Manager and previously served for over three years as the Deputy City Manager in Denton, Texas and then over eight years as Deputy City Manager for the City of Coppell, Texas. From 2003 to 2009, I worked for the Town of Addison as the Assistant to the City Manager and then Assistant City Manager.

The following are excerpts of why I would be a good fit for Prosper:

- I currently serve as the City Manager in a diverse, full-service city of 33,000 residents that is the County seat and home to Stephen F. Austin State University (SFASU).
- The city budget is \$77 million, with 325 employees. Nacogdoches provides all city services including water, wastewater, and solid waste utilities and a general aviation airport with a flight school for SFASU.
- Prior to Nacogdoches, I served for 24 years in cities located in Dallas-Fort Worth. The most recent was with the City of Denton, which is a fast-growing, full-service, municipality of over 136,000 residents, 1700 employees, and \$1.2 billion operating and capital budget.
- My experience with economic development in fast-growing DFW and delivering excellent city services to a sophisticated and demanding citizenry.
- Years of experience working to bring reinvestment and activities to historic downtowns and working with Main Street and CVB groups.
- My expertise in capital planning and delivery with strategic planning for future growth.
- Working with several Mayors and City Councils over the years and having fostered a cohesive and positive Council-Manager-Staff rapport.
- My resourcefulness and collaboration with the business community, other cities, counties, school districts, universities, non-profits, Councils of Governments, transit authorities, and state agencies.
- Having an enjoyment and personal yearning for civic involvement and volunteerism.
- I deliver organizational excellence by building a city staff that responds with a sense of urgency, is solutions-oriented, is responsive to the City Council and resident's needs.

My philosophy is that municipal service delivery is customer-centric, while promoting a positive organizational culture that cares for each other and fosters professional and personal development.

The challenges cities face is enormous, the high-service demands, economic development growth, and infrastructure needs all with limited resources. I believe that my background working in close knit communities, my personality and work ethic, has prepared me to lead the Town of Prosper into the future.

Enclosed, you will find my resume so that you and the City Council can learn more about my background, work experiences, and qualifications. I welcome the opportunity to discuss further the Prosper Town Manager's position. Please do not hesitate to contact me at [REDACTED]. Thank you for your time and consideration.

[REDACTED]

[REDACTED]

[REDACTED]

SUMMARY OF QUALIFICATIONS

- A purposeful leader with over 26 years of service in municipal government, with twenty-two years of executive/senior leadership.
- An approachable and community-centered person with an emphasis on customer responsiveness.
- An open communicator that has developed an excellent rapport with Mayors & City Council Members, other government policymakers, community, and business leaders.
- Municipal government experience serving in areas including:
 - Budget/Finance -Policy implementation -Public/Private/Non-profit partnerships
 - HR/Employment relations -Parks & Recreation -Public Safety -Communications
 - Organizational leadership -Economic development -Strategic planning
 - Town & Gown relations -Planning & Development -Public Works/Utilities/Engineering
- Exceptional in a collaborative environment with an emphasis on leadership development and mentoring.
- Enjoys spending time with family, physical fitness, a foodie, travel, and music, all with a sense of humor.

PROFESSIONAL EXPERIENCE

CITY MANAGER

AUGUST 2020 - PRESENT

CITY OF NACOGDOCHES, TX (POPULATION 33,000)

- Serving as the Chief Executive Officer for a diverse, full-service organization with 325 employees, \$77 million annual budget.
- One of two City Council appointed employees.
- Provides the direction and leadership for all operational aspects of a complex organization.
- A change agent that develops a culture of excellence for residents, customers, business, and fellow employees.
- The final negotiator for economic development recruitments and retention projects.
- Redirected organization and resources towards City Council priorities and initiatives.
- Advanced the strategic review for long-term development for the city and historic downtown.
- Established an emphasis towards community connectedness and collaboration.

Key accomplishments:

- Directed the concept of establishing organizational core values.
- A fully integrated executive team with positive chemistry and shared leadership model with the CMO.
- Maximized City's financial resources towards re-staffing of key positions in Police, HR, Finance, Engineering, and Planning to enhance operations.
- Refocused resources towards the prioritization for infrastructure investment, neighborhood services, public safety, and quality of life.
- Increased sense of urgency on transparency in staff reporting, delivery of projects, increased citizen responsiveness, and service delivery.
- Negotiated Chapter 380 agreements for a new flight school at the Airport, new housing subdivision, and water park amenities.
- Re-established and fostered positive relationships with community partners: Stephen Austin State University, Nacogdoches ISD, TXDOT, Nacogdoches County, United Way, and Chamber of Commerce.
- Established listening and speaking tours to share city initiatives with the community and city employees.
- Directed the formulation of the City's first Capital Improvement Plan.
- Directed the initiation process for a Comprehensive Land Use Plan and Downtown Master Plan.
- Encouraged the initiation for private investment of downtown buildings and directed the support for evening and weekend entertainment activities.
- Maximized opportunities to re-establish special events with an emphasis towards community spirit and fun.

DEPUTY CITY MANAGER
ASSISTANT CITY MANAGER

APRIL 2019 – AUGUST 2020
MAY 2017 – APRIL 2019

CITY OF DENTON, TX (POPULATION 136,000):

Core Responsibilities include the following:

- Second in charge of a large, fast-growing, full-service, and diverse organization with approximately 1,700 employees and a \$1.2 Billion annual budget.
- Collaborated closely with City Council. Maximized a flow of communication between City Council, CMO, and operating departments.
- Supervised the Water/Wastewater Utilities, Solid Waste, Public Works, Engineering/Capital Projects, Fleet Services, Airport, and Transportation.
- Directed and assisted in the management and oversight of all operational aspects within the city.
- Strategized organizational needs to develop action plans to change organizational culture, enhance service delivery, and correct customer service deficiencies.
- Participated in economic development recruitment and negotiation efforts for major commercial and residential projects within the city.
- Served as the Staff liaison to City Boards and City Council Committees

Key accomplishments:

- Served as a lead in the City's COVID-19 Pandemic response.
- Served as a key participant in the city's largest General Obligation bond program (\$221M) in November 2019.
- Contributed as a negotiator in the city's largest economic development deal: Hunter & Cole Ranch
- Formulated a culture of accountability, customer service, transparency, and a sense of urgency for the city.
- Re-established and fostered positive relationships with key partners: University of North Texas, Texas Woman's University, Denton ISD, North Central Texas Council of Governments, TXDOT, and Denton County.
- Reformatted the Capital Improvement Program into a communicative, understandable, and accountable format.
- Led the negotiations for the Civil Service Meet & Confer agreement between the city and the Denton Police Officers Association.
- Negotiated professional contracts for engineering, architectural services, and pre-construction services.
- Established a Mid-Level Management Development Series that was co-facilitated by City Department Directors.
- Restructured departments to better serve citizens, eliminated duplicative efforts and outdated practices.
- Utilized business-based principles to recommend the elimination of unsustainable programs in Solid Waste.
- Established better relations with downtown businesses and new service delivery models.

DEPUTY CITY MANAGER

JANUARY 2009 – MAY 2017

CITY OF COPPELL, TX (POPULATION 40,000)

- Served as second in command of a medium-sized, diverse organization that comprises approximately 425 employees and a \$110 Million annual budget.
- Directed all City Departments which included: Human Resources, Engineering/Public Works, Parks & Recreation, Information Services, Finance, Police, Fire, Library, and Planning until July 2012. From July 2012 until May 2017 directed half of the organization with the hiring of a second Deputy City Manager.
- Led and participated in several quality of life and private development projects and efforts within the city.

Key accomplishments:

- Implemented and communicated the Coppel 2030 Vision goals and objectives.
- Advanced the city's re-imaging campaign through the Bold Vision/Big Impact Initiative.
- Resolved citizen complaints and other service issues.
- Collaborated for the successful deployment of a combined public safety dispatch system that serves the Metrocrest cities (NTECC).

- Implemented and deployed several enterprise-wide technology systems.
- Recruited and mentored executive-level employees.
- Recommended and implemented policy directives towards all city operations.
- Collaborated in the sales tax re-authorization referendums.
- Re-engineered the City's Information Technology Department.
- Assisted in the formulation of a combined public safety radio system and fire training facility.
- Spearheaded the City's *Living Well in Coppell* wellness initiative.
- Managed the contract transit services for seniors and disabled citizens.
- Oversaw the successful implementation of city facility and infrastructure construction projects.
- Directed the City's Annual Employee Conference.

ASSISTANT CITY MANAGER/CITY SECRETARY

OCTOBER 2006 TO JANUARY 2009

ASSISTANT TO THE CITY MANAGER

SEPTEMBER 2003 TO SEPTEMBER 2006

TOWN OF ADDISON, TX (POPULATION 15,000)

- Managed the Parks & Recreation, Visitor Services, Conference Centre, and Municipal Court Departments including the Town's top-rated Internship Program.
- Managed municipal elections, council agenda postings, minutes, and public information requests.
- Coordinated the Addison Citizens Advisory Committee process.
- Developed and managed the Town Manager's and City Council operating budgets.
- Acted as the staff liaison to the Dallas Area Rapid Transit (DART).
- Performed all legislative affairs for the Town.
- Responsible for the bi-annual Citizen Academy program.
- Project manager for public affairs campaign to secure passenger rail service into Addison.

ASSISTANT DIRECTOR – COMMUNITY SERVICES

JUNE 1999 – SEPTEMBER 2003

CITY OF HURST, TX (POPULATION 35,000)

- Reported to the Deputy City Manager.
- Oversaw the day-to-day functions within the Department.
- Prepared all staff reports for City Council, Library, Historical, and Park Boards.
- Developed and monitored the Community Services Department annual budget.
- Oversaw the Community Development 4B sales tax and miscellaneous project funds.
- Conducted project and contract management for departmental projects.

MANAGEMENT ANALYST

FEBRUARY 1998 TO MAY 1999

INTERIM PURCHASING MANAGER

OCTOBER 1997 TO FEBRUARY 1998

FLEET ANALYST

MARCH 1996 TO OCTOBER 1997

CITY OF CARROLLTON, TX (POPULATION 105,000)

- Coordinated entire City budget process.
- Conducted reports related to cost accounting, water/sewer rates, and cost of service studies.
- Supervised Purchasing Division staff and operations.
- Developed and managed equipment replacement schedule and coordinated equipment bid specifications and procurement and administered Alternative Fuels Program for compliance.

ADMINISTRATIVE INTERN

JANUARY 1995 – SEPTEMBER 1995

CITY OF LUFKIN, TX

- Conducted special projects for the City Manager's Office and other departments.

[REDACTED]

EDUCATION

[REDACTED] [REDACTED] [REDACTED]
[REDACTED] [REDACTED] [REDACTED]

PROFESSIONAL AND COMMUNITY ACTIVITIES

Professional Memberships:

- International City/County Management Association (ICMA)
- Texas City Management Association (TCMA)
- East Texas City Management Association (ETCMA)
- Texas Municipal League (TML)

Professional Activities:

- UMANT President (2002); Vice-President (2001); Treasurer (2000); Membership Co-Chair (1999)
- ICMA Workplace Diversity Conference Scholarship Recipient (2001)
- ICMA Emerging Leaders Task Force (2005)
- Graduate of the Senior Executive Institute (SEI) Program at the University of Virginia, July 2006
- ICMA Local Government Management Fellow, Board Member (2006-2019)
- Leadership ICMA Graduate, September 2007
- TCMA Committees: Public Relations, Membership, Mentoring, and Professional Development
- NTCMA At-Large Board Member (2005-07 and 2017-2019)
- 2012 Recipient of the UMANT Joy Sansom Mentor Award
- Participant in the Commandant's National Security Program at the US Army War College, July 2013
- Graduate of the North Texas Commission's Leadership North Texas Class VII
- 2016 Recipient of the Alumnus of the Year University of North Texas, Master of Public Administration

Community Involvement:

- Nacogdoches Rotary Club Member (2020-present)
- Nacogdoches Booster Club Member (2020-present)
- Nacogdoches Charitable Foundation (2021-present)
- Dallas ISD: Site-Based Committee: Anne Frank Elementary, DISD (2003-09)
- Coppell YMCA Board of Managers (2012 to 2017)
- Coppell Rotary Club Member (2010 to 2019)
 - Club Secretary (2012-13), President-Elect (2013-14), President (2014-15)
- Coppell ISD:
 - Mentor to students at Austin Elementary (2011 to 2017)
 - Facilities Visioning Committee: (2015)
 - School Bond Committee: (2015-2016)
 - Band Volunteer: (2016 to 2018)
 - Site-Based Committee: Coppell High School (2016-2018)
- University of North Texas
 - Public Administration Advisory Board (PAAB), Member (2010-2022)
 - Public Administration Advisory Board, Chair (2013-2016)
 - Latino Alumni Network Leadership Group (2019-present)

Candidate Questionnaire

Town Manager

Town of Prosper, Texas



Candidate Information

Full Name (First, Middle, Last): [REDACTED]	Phone/Email Information
Nicknames: N/A	Cell: [REDACTED]
	Home: [REDACTED]
	Email: [REDACTED]

Please answer each of the following questions completely and thoroughly.

- How many employees and what size budget do you oversee?

There are 325 employees at the City of Nacogdoches.

The current budget size is a total of \$82,357,000.
(Operational funds: \$51,956,000; Capital \$30,401,000)
- Please explain why you left your last three positions.

I left Addison to become the Deputy City Manager in Coppell. I left Coppell to become the Assistant City Manager in Denton. I left Denton to become the City Manager in Nacogdoches.
- Are there any gaps in your employment history? *No, there are no gaps in my employment history.*

If so, please explain in detail. *N/A.*
- What is your proudest professional accomplishment?

Becoming a first-time City Manager in Nacogdoches which is also the community of my undergraduate alma mater and where I chose to get into the city management profession.
- Briefly describe your experience and skills in developing/maintaining community partnerships.

At every leadership position where I have worked, I have developed a good rapport with the local entities such as the school district, the County, the universities, and Chambers of Commerce. My approach is to learn who are the active groups to engage and reach out proactively to understand their mission, their names and faces, and stay connected. I join civic and business organizations, maintain active memberships, and serve in leadership roles. I serve on various community boards/committees, enjoy volunteering, and speak at events when called upon.
- Briefly describe your experience and skills in economic and community development.

In Coppell, Denton, and Nacogdoches I have played an influential role in economic development and community development. Each of these communities had different funding structures for these efforts.

Coppell: We relied on sales tax rebates, tax abatements, and land banking for incentivizing economic development. We created a robust tax base as Coppell landed several high-profile businesses in the city. This increased the tax base significantly which leveraged the use of the 4B sales tax for crime control, street maintenance, and parks & recreation amenities. Coppell through the use of land banking created Old Town Coppell which is their version of a small downtown setting with Charleston style homes, a performing art center, a farmer's market, city facilities, a central park, cottage style businesses, and successful restaurants. The 4B sales tax was expanded to allow the full renovation and expansion of the city's park system for active and passive recreation use. I worked directly with the Billingsley Company in the formation and operation of the Cypress Water Municipal Management District which is a 940-acre master planned community of multi-family, retail, office, a lake amenity, and DART rail stop.

Denton: In Denton, we relied on sales tax rebates, tax abatements, tax increment financing (TIF), and impact fee credits for economic development. Staff also incorporated an expedited development review process where developers paid extra fees for a quicker turnaround. We worked closely with UNT and TWU on small area plans to ensure that adjacent neighborhoods were enhanced and protected from student traffic and parking. We boosted historic downtown Denton through the promotion of weekend and evening activities with pubs, restaurants, and the music scene. We worked collaboratively with business owners and the County on a Downtown Master Plan to plan for the future while respecting the historic characteristics of the area and adjacent neighborhoods. A downtown TIF was created to bank revenues for future capital projects which could include a parking garage.

The continual construction on Denton streets and other major roadways such as I-35, SH 380 required staff to work with TXDOT to ensure proactive messaging was clear and timely. As a result, businesses and commuters affected by construction could be informed of travel disruptions. An entire communications plan and team was created just for informing the public and businesses regarding construction. We facilitated a bond committee that reviewed and recommended projects to the City Council. In November 2019, the citizens of Denton overwhelmingly approved a \$221M bond program for street repairs, public safety facilities, and parks.

The city also embarked on a large economic development project by the combining of the Hunter and Cole Ranches into a 6500-acre master planned community. This involved the formation of a municipal management district (MMD) to ultimately build 15,000 single family homes, 5,000 multi-family units, 400 acres of commercial, and 100 acres of industrial developments. We negotiated land banking for the future expansion of city facilities, cash commitments from the developer held in escrow for their pro-rata share of building city facilities, open and recreational space for the public, and guaranteed impact fee rates for utility expansions.

Nacogdoches: In Nacogdoches, the city relies on an economic development fund that has accumulated monies from contributions from the General, Utilities, and Solid Waste funds. The City's economic development efforts are served by the Nacogdoches Economic Development Corporation (NEDCO). NEDCO's President and the City Manager work closely as they occupy office space in City Hall. Nacogdoches does not have a 4B sales tax.

During my time as the City Manager, we have revamped the economic development policies to make it more transparent and protect these funds from unrelated uses. The city negotiated a public private partnership for the creation of a new undergraduate degree aviation program between the city and the airport, with Stephen F. Austin State University, and HCH Aviation LLC to build a state-of-the-art hangar, purchase multiple planes, and a simulator. The city created a housing incentive program to encourage single family development by offering a rebate for each home built after the City issued the certificate of occupancy. The program is zero-risk to the city and designed to bridge the cost gap of public infrastructure that serves the development. The city renegotiated a past incentive agreement with a

water park operator to ensure that performance measures were incorporated to guarantee amenities are built as promised to the public. We are currently in three-way negotiations with a large land owner in the County to voluntarily annex so that a prospective industrial user can obtain city utilities for their future development. This development deal once completed will be a major contributor to the City's tax base and a large utility user.

Upon my arrival in late 2020, the staff has embarked on strategic community planning and investing in infrastructure for the future. The city is currently working on an update to the Comprehensive Land Use Plan and Downtown Master Plan. The Comp Plan scope is also comprised of an Interstate 69 corridor study and housing analysis. The Downtown Plan will ensure that the historic downtown is preserved while taking a critical look at housing, pedestrian access, landscaping, traffic flows, parking, lighting, and other infrastructure needs. The city is very fortunate to have the Hotel Fredonia, a full-service hotel, as an anchor in Downtown. The hotel has been successful from its complete renovation as a result of the Qualified Hotel Project incentive program that allows the city's portion of the hotel tax and the state's hotel tax and sales tax to be rebated to the hotel for a 10-year period.

Over the course of the last 18 months, the city created its first Capital Improvement Program that identified a full review of its capital needs for the next 10-12 years. The City Council held several dedicated workshops to review this material in preparation to address deferred infrastructure investments. The plan is a proposed General Obligation bond program in November 2023 and the issuance of revenue bonds in 2024.

7. Briefly describe your experience and skills in preparing, monitoring, and adhering to a budget.

My entire career in city management has involved working with the budget. In the executive roles I have had over the past 16 plus years, I have relied on the finance and/or budget staff to organize and coordinate the budget. We have established internal service funds to address fleet and other capital equipment needs. While budgeting is done on an annual basis, it is imperative to financially plan 3-5 years into the future. This demonstrates the long-term effects of decisions especially given the stringent revenue caps for cities.

Based on the priorities set by City Council, I work to ensure these are well communicated to the departments at the budget kickoff. The departments are informed of the nature of the revenue situation in advance as they prepare their budgets for the following year. The budget team, City Manager's Office, and departments collaborate on establishing the recommended budgets for the City Council. Council budget workshops are scheduled to allow departments to present a brief overview of the budget by sharing their goals and accomplishments, the issues facing the department, and next year's budget requests. This provides the Council a review of operations to ensure transparency and accountability of the departments.

Regarding the monitoring and adherence of the budget, the city has adopted a number of financial policies. While the City Manager has broad authority, I fully respect and adhere to these policies to ensure there is integrity in our systems and processes. For example, we will never fall below our 25% fund balance policy. In fact, I prefer to maintain extra cushion for contingency purposes. Budget to actual reports is reviewed monthly by Finance and available to the CMO and departments. If there is an outlier, the Finance Director will report it. On a quarterly basis the City Council is sent a recap of the budget and budget amendments are taken to City Council for their approval. All expenditure items taken before the City Council are scrutinized and approved by Finance prior to action being taken. The Annual Comprehensive Financial Report (ACFR) is completed in a timely manner with little to no management findings. The outside auditing firm will validate cash balances from bank records and financial reports.

In summary, my recommended budgets to City Council are balanced as we budget conservatively for revenues and budget aggressively for expenditures. We will live within our means, we maintain healthy reserves, and we do not use one-time monies for recurring expenditures and hope for the best.

8. Briefly describe your experience in providing written and verbal communication to employees and elected/appointed officials?

In my role as City Manager and past positions, I have presented quite often to a myriad of groups as a representative of the city. On a regular basis I send out written communications to our employees. As part of an employee newsletter, I write a "Manager's Message". I enjoy meeting with employees to share what is happening in the community and organization. I have a monthly Manager's meeting which is comprised of 25+ management staff for them to share about any ongoing issues and projects within their operations. As part of the recent Police Chief recruitment, I met with over 50 police department employees to seek their input on the attributes of a new chief. I personally met one on one with employees and surveyed them to get more specific feedback as well.

I meet privately with the Mayor and City Council to review any issues they may need addressing and/or provide them updates. I have extensive experience presenting items before City Council and do present on a regular basis depending on the matter. I speak regularly to community groups, civic organizations, and sit on panels representing the city. The City Manager's Office produces a weekly Friday Update which is a brief recap of recent activities for the week and an outlook for upcoming activities and events.

9. What do you feel are your greatest strengths as a public servant?

Problem solving skills and my quest to find workable solutions to issues.

I am a participatory manager.

I employ a shared leadership style.

10. What areas do you perceive you need to be working on to become a better leader?

I can be impatient at times.

I can lose sight to celebrate successes and mourn our losses.

I should try to have more fun at work and do need to let my guard down at times.

11. Describe your philosophy and approach to building a strong team environment?

As the new Town Manager, I would take the time to learn the organization and develop relationships across all levels. It is important to establish a rapport with the staff and develop a sense of trust.

I encourage an organizational culture that is servant minded, that exceeds expectations and delivers on its commitments. We establish core values and/or guiding principles (our non-negotiables) where everyone regardless of stature is treated with dignity and respect.

I want to be surrounded with people who have the aptitude to learn but more importantly have the positive attitude to serve others. I provide the team with the tools and resources to allow them to do their jobs well. This can be accomplished by taking the time to vision and to think strategically and broadly. Then work towards building the support systems to set the goals, objectives, and outcomes for success.

I am approachable and a good listener so others feel welcome to seek assistance and bring issues when they arise. I challenge people to make decisions and recommendations while also holding them accountable, and incorporate teachable moments when decisions do not go the right way.

Finally, I prefer to work in an environment where we as a group can get to know each other on a personal level. We would learn together and from each other through group book readings, attending trainings/seminars, and enjoying each other's company by socializing together during and after work hours. I enjoy fostering a mentor/mentee relationship as we all can learn from each other through our interactions and experiences.

12. Briefly describe the role of City/Town Manager's in this day in age?

Today's municipal organizations are very complex with many issues happening at once and subject matter experts on staff dealing with these issues. The Manager needs to be less technical and more conceptual with their skillset. The Manager needs to be adaptive to a constantly changing environment, as they seek input and options on difficult issues, and work to build consensus on competing interests in a political environment without being political. The Manager has to be a skilled communicator that tailors the message to resonate with their audience.

Also, in a small/medium size organization, the Town Manager is the culture leader by setting the tone for the organization. The Manager influences the organizational culture and how employees are treated and services are delivered to the community. If the tone set by the Manager is incongruent with culture of the organization, then there needs to be alignment or there could be difficult times ahead.

13. As a part of our overall application process, we may conduct social media, online presence, news, blogs, or similar inquiries or reviews, using Google or similar search engines. Is there any information you have not disclosed, addressed, in this or any other document relating to this search, or which you have not discussed, shared or disclosed with the GPS search consultant, that someone may construe as negative or consequential as it relates to the position for which you have applied?

No, there is nothing that I am aware of that has not been disclosed.

14. The established salary range for this position is \$230,000 - \$260,000, with a great benefit package. Do you have any concerns about agreeing to a salary in this range? *There are no concerns on my part.*

15. How did you hear about this position? (Please be specific)

I saw the posting in the ICMA weekly newsletter and contacted Mr. Bauer to inquire more information. Around the same time, I was contacted by colleagues in the DFW area about the posting. Before I considered applying, I did reach out to Bob Scott to hear more about the organization and he was very complimentary.

16. Have you interviewed, over the past six (6) months, with any other employers, or are you a finalist in any recruitment processes for similar position at this time? If yes, what is the status of any current search processes in which you are involved?

I was a finalist for the City Manager in Addison, Texas but was not named. I am not involved in any other searches.

Due Diligence Questionnaire

Town Manager

Town of Prosper, TX



Candidate Information

Full Name (First, Middle, Last): [REDACTED]	Phone Information
Nicknames: N/A	Cell: [REDACTED]
	Home: [REDACTED]
	Office: [REDACTED]

Please answer each of the following questions completely and thoroughly.

1. Have you been subject to a formal charge regarding a conflict of interest, violation of ethical conduct, malfeasance, or misfeasance in the performance of duties? **No** If so, please explain the circumstances.
2. Have you ever been the subject of an investigation, or censured by a grand jury, board of inquiry or similar body? **No**
If so, please provide details, explain the circumstances and final outcome.
3. Have you been subject to any disciplinary actions, including suspension, probation, or demotion in your adult working career? **No**
If so, please provide relevant details, explain the circumstances and the final outcome.
4. Has any organization, corporation, institution, or former employer dismissed, or asked you to resign for any reason, or from any position? **No** If so, please provide relevant details, and explain the circumstances. **N/A**
5. If you have been in your current, or most recent organization, for less than two years, please describe why you are interested in a career move at this time? **N/A**
6. Have you ever filed for bankruptcy, or taken similar adverse financial action, that may limit your ability to be in a position of fiduciary responsibility, including being bonded? **No**
7. Is there anything, in your personal or professional background history that our Firm, an employer or citizen could possibly, or perceive, view, or interpret as factually or potentially embarrassing to anyone? **No**
Would, or could, this information impair your ability to perform the essential duties of this job if discovered at a later time? **No** If so, please explain, provide details of the circumstances and current disposition. **N/A**
8. Please list all your social media outlets and the usernames for those social media outlets.
Facebook: [REDACTED]
Twitter: [REDACTED]
Snapchat: [REDACTED]

Instagram: [REDACTED]

LinkedIn: [REDACTED]

Pinterest: [REDACTED]

Nextdoor: [REDACTED]

Reddit: [REDACTED]

9. Do you understand that we may disqualify your candidacy from this search if valid, verifiable, and reliable information emerges, contrary to any information you provide us during this process? **Yes**



www.sfasu.edu

Leading the way: Career in city management brings ██████ back to Nac

When ██████ walked the SFA commencement stage in 1995, he had a small U-Haul trailer packed and connected to his Chevy Blazer, and he was ready to drive back to the DFW area and begin his career. He wasn't sure he would ever return to Nacogdoches, but he was positive about the career he wanted to pursue.

"As a 20 year old, I knew I wanted to work in city management," ██████ said.

██████ confidence was based on his interactions with Dr. Richard Herzog, an SFA faculty member who encouraged him to consider a career in public administration and introduced him to the Lufkin city manager in neighboring Angelina County.

██████ went on to work for several Texas cities, including Denton, Coppell, Addison, Hurst and Carrollton. He earned a master's degree in public administration from the University of North Texas and became involved in professional organizations that include the International City/County Management Association and the Texas City Management Association. And, in the midst of a pandemic, he returned to Nacogdoches as city manager in August 2020.

"Coming back to Nacogdoches has been so rewarding," ██████ said. "I was excited and humbled that the city council had the confidence to appoint me as city manager. Everyone I have met has been friendly and extremely supportive. I am proud of what has been accomplished in our community and on campus during the past 25 years. It has blown me away."

In addition to his academic coursework, ██████ said his participation in the Student Activities Association served as valuable career preparation.

"Having a leadership position during my junior and senior years allowed me to work with fellow students and faculty members to coordinate bringing concerts and other entertainment options to campus," he explained. "The opportunities taught me the collaborative nature of working with other employees and volunteers to meet expectations and execute a successful event."

██████ said the challenges cities face are enormous, with high service-delivery demands and minimal and declining resources. But the day-to-day stresses of the job prepared him well for his first months in Nacogdoches, when in addition to the COVID-19 pandemic, he led the city through hurricane preparation in August and two of the largest winter-weather events in recorded history.

"Regardless of how much you plan, each day is never the same," he said. "We have emergency plans in place to deal with inclement weather, and with Hurricane Laura and the snowfalls and winter storms."

However, ██████ said COVID-19 was a different story.

"Through the devastation of the pandemic, we've learned that good and effective leadership is vital in making it through tough times," he said. "Local governments have finite resources, so working across jurisdictional boundaries is imperative when budgets are squeezed and resources evaporate. The role of the city manager is

to be flexible in approach, clear hurdles, advocate for resources, create avenues for communication and get out of the way so that the subject matter experts can do their jobs. Along the way, the manager should be encouraging and motivating to an exhausted staff, because all of this work is in addition to everyone's normal duties. I can't imagine myself in any other career."

Once again [REDACTED] is using the skills he learned at SFA to ensure that the city, the university, the Nacogdoches Independent School District and Nacogdoches County bring collaboration to a new level to accomplish goals that may previously have seemed out of reach.

"The leaders of each of these entities are meeting regularly and have formed great friendships," he said. "We have set a positive tone and will work together to better our community. I have no doubt that, as a group, we can accomplish so much more than we could on our own."

One of those goals in 2021 is to bring back, within the safe parameters of health guidelines, many of the special events and festivals for which Nacogdoches is known.

"I know many people are ready to get out and travel again, so I encourage alumni to come and see what is going on in Nacogdoches and the exciting changes that are happening on the SFA campus. That charm and hospitality of our community has never been more appealing."

YouTube Links for



-
1. 






The City of
Brentwood, Tennessee
is hiring a

CITY MANAGER



Position marketed by
Government Professional Solutions
GovernmentPros.com



THE COMMUNITY

For more than 500 years, Brentwood's beautiful rolling hills have made it an ideal place to raise a family. In the 15th century, Native Americans set up homes in this area, developing villages, and building massive mounds that still stand today. Later, an 1858 newspaper lauded the young Village of Brentwood's potential, stating that as a "retreat for health and pure air (every lot being shaded by forest growth) it cannot be excelled." More than 100 years later, in 1969, Brentwood was incorporated as a city with a population of 3,378. Today, it is a premier residential and office community that more than 47,000 people call home.

Brentwood is one of the wealthiest cities in America. The high quality of life the city provides its residents has made it a popular destination for families and corporate headquarters.

Covering 42 square miles, the City is 90% residential, 5% commercial, and 5% service institutional. Within that small commercial area is a thriving retail and restaurant scene, along with the corporate home of major national firms such as Tractor Supply Company, Geodis, Kirklands, Brookdale Senior Living, and many more. The large residential community is made up primarily of highly educated families, with 68% of residents identifying as married and 46% of adults having at least a bachelor's degree. More than 30% of the city's citizens also have a graduate degree. Brentwood serves this population by hosting popular events throughout the year.

Brentwood is known for its family-friendliness, pristine hills, 1-acre density residential lots, tree canopy, and beautiful [parks and trails](#). The community prides itself on maintaining its natural beauty and preserving its rich history, including the [Boiling Spring Academy](#), a school house built in 1830, the [Cool Springs House](#) (1830), the [Ravenswood Mansion](#) (1825), and [Tower Park](#) – home of the historic WSM broadcast tower.

The City is also proud to have an award-winning library, state-of-the-art new Police Department, and five fire stations.

CITY OF BRENTWOOD, TENNESSEE
CITY MANAGER



Education

Brentwood is located in Williamson County. The public school system is operated by Williamson County Schools (WCS). The City of Brentwood gives approximately \$230,000 in additional and voluntary funding annually, for technology and other enhancements, to the public schools that serve Brentwood students. This has amounted to close to \$6 million over the past 30 years.

WCS has 12 schools in Brentwood: two high schools, three middle schools, and seven elementary schools.

The district's graduating class of 2023 posted an average ACT score of 24.7, which is well above the State's average score of 19.0. WCS continues to be a leader in the State in academic achievement.

Brentwood has one private school and there are multiple high level private schools within 10 miles of city limits. Brentwood is also home to a small number of homeschool consortiums. There are 29 colleges within 50 miles of Brentwood.



Community Events

- Arbor Day Celebration
- BrentFest Concert/Celebration
- Brentwood Summer Concert Series
- Christmas Tree Lighting
- Citizens Fire Academy & Other Educational Programs
- Citizens Police Academy & Other Educational Programs
- Easter Egg Hunt
- Environmental Education Day
- Friends of the Library Used Book Sales
- History Bowl
- Independence Day Celebration (Red, White and Boom)
- Memorial Day Celebration
- Morning with Santa
- Neighborhood Luminaries
- Public Safety Day
- Spring & Fall Cleanup Collections
- Veteran's Day Celebration

Parks

- 1,027 acres of state-of-the-art parks and trails throughout the city.
- 14 parks, including one dog park and one inclusive playground.

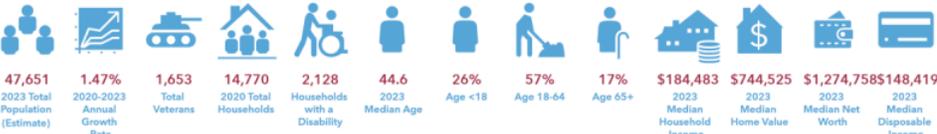
COMMUNITY PROFILE

CITY OF BRENTWOOD, TENNESSEE
CITY MANAGER

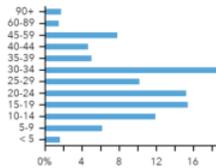
Brentwood Community Profile



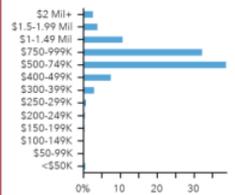
*The information presented on this website is a compilation of data from various sources and does not reflect the views of the Tennessee Comptroller of the Treasury. The Tennessee Comptroller of the Treasury gives no warranties, expressed or implied, as to the accuracy, reliability, or completeness of this information and assumes no liability or responsibility for any error or omissions in the information contained on the website or the operation of the website.



Commute Time: Minutes



Home Value



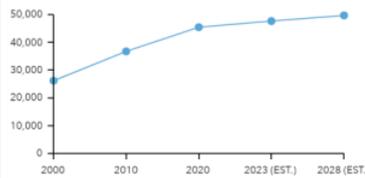
Housing



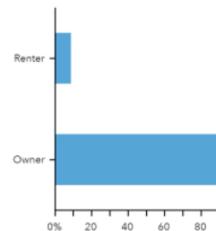
Poverty



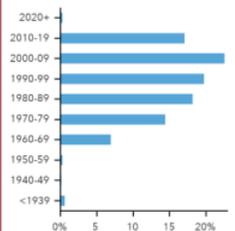
Population Trends



Home Ownership



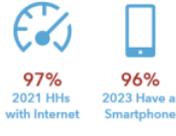
Housing: Year Built



Types of Jobs



Internet



Population by Generation



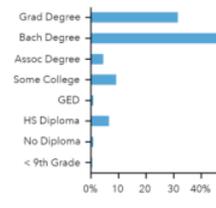
Business Statistics



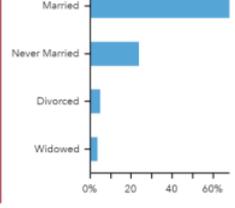
What's in the Community



Educational Attainment



Marital Status



Source: Esri, ACS, U.S. Census, Esri-Data Axle, Esri-MRI-Simmons, Esri-U.S. BLS, Esri-U.S. BLS. Esri forecasts for 2023, 2017-2021, 2010, 2020, 2028, 2000. Data Last Updated: June 2022

For more information, visit the [Tennessee Comptroller of the Treasury website](https://www.tn.gov).



Business and Commerce

Approximately 90 percent of the City of Brentwood is zoned residential with a density standard of one dwelling unit per acre, making it a unique and highly desirable community in which to live and work. Brentwood's residents are highly educated and enjoy the benefits of Tennessee having no state income tax and no income tax on capital gains.

One factor that makes Brentwood highly attractive to both individuals and businesses is its close proximity to Nashville (including the airport). Brentwood is home to one of the premier business parks, Maryland Farms, in the northern region of the city. Tractor Supply Company is headquartered in Brentwood, among other companies as well.



The City of Brentwood was incorporated on April 15, 1969, and operates under the Commission/Manager form of government.

The Board of Commissioners (informally, the "City Commission"), the City's chief policy-making body, enacts ordinances, sets policies, and takes other formal actions through resolutions. The Commission adopts the Capital Improvements Program and Annual Budget each year.

The City Manager takes direction and serves at the will of the City Commission who are elected by the citizens. The City Manager serves as the City's chief administrative officer and sees that the Commission's programs are implemented.

Seven Commissioners are elected at-large by the citizens of Brentwood to serve four-year terms. The Mayor is appointed every two years from among the Commission Members following each election. The Commission oversees a variety of volunteer advisory boards and commissions that assist with specific city-related issues.

Departments

The City employs 311 employees.

Administration (includes Assistant City Manager)

City Judge (appointed by City Commission)

Community Relations

Engineering

Library

Finance

Parks & Recreation

Fire & Rescue

Planning & Codes

Human Resources

Police

Information Technology

Public Works

Legal

Water & Wastewater

Fiscal Year July 1, 2024-June 30, 2025 Budget Highlights

- Total Budget Expenditures: \$108,395,765
- General Fund Expenditures: \$54,619,375
- General Fund Revenues: \$54,629,650
- Debt Service Fund Expenditures: \$2,915,340
- Capital Projects Fund Expenditures: \$27,150,000
- Water & Sewer Fund
Expenditures = \$21,155,980
Revenues = \$21,571,085

Brentwood takes great pride in its budget. For details, see the [FY2025 budget](#). Awards and ratings include:

- Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for 32nd consecutive year for FY2024 annual budget
- GFOA Certificate of Achievement for Excellence in Financial Reporting for 37th consecutive year for FY2023 Annual Comprehensive Financial Report (ACFR)
- Bond Rating: Aaa from Moody's Investors Service and AAA from Standard and Poor's; the City also operates with a Healthy Reserve Fund

Current Project Highlights

- Bike and pedestrian infrastructure improvements
- City Hall continued renovations
- Construction of Windy Hill Park
- Indoor racquet facility
- Murray Lane roundabout
- New fire trucks, fleet vehicles, etc.
- Old Smyrna Road improvements
- Ragsdale Road improvements
- Split Log Road improvements
- Wastewater storage tank
- Waterline upgrades

A complete list of proposed projects is in the [Proposed Capital Improvement Program 2025-2029](#). The primary focus of this five-year program is to identify and address infrastructure and facility needs.

THE POSITION

The purpose of this job is to perform executive/managerial functions associated with serving as the chief administrative officer of the municipal government under the direction of the City Commission. Duties and responsibilities include managing the operations and finances of all City departments (including, Community Relations, Engineering, Finance, Fire & Rescue, Library, Parks & Recreation, Human Resources, Planning and Codes Enforcement, Police, Public Works, and Water Services) to ensure cost-effective delivery of services and to inform and advise the City Commission on City affairs, requirements, and problems, both existing and anticipated. Essential duties and responsibilities include:

- The City Manager per the City Charter is appointed by the City Commission, operates under the direction of the Commission, and does not have voting privileges.
- Works collaboratively and maintains friendly relationships with the City Commission.
- Communicates with City Commissioners on a regular basis to advise, provide status reports, make recommendations, and seek input on a wide range of issues affecting the City.
- Recruits/selects management staff; supervises, directs, evaluates, and counsels assigned staff; handles employee concerns and problems; assigns work; administers disciplinary and other personnel actions.
- Oversees preparation of City Commission agenda issues, including staff analysis and recommendations.
- Oversees routine activities in City departments; assists department directors in formulating non-routine workplans for coming year; assists in monitoring performance toward achievement of objectives.
- Ensures enforcement of all laws and ordinances.
- Anticipates long-range needs/problems of the City (five-year planning); provides recommendations to City Commission on strategic planning, projected courses of action, capital improvement programs, amendments to zoning ordinances, etc.
- Negotiates significant agreements for land purchases, road improvements, development issues, engineering/architectural services, intergovernmental agreements, etc.
- Represents the City in communications with the media, other governments, outside groups, etc.
- Monitors existing/projected financial position of the City.
- Prepares annual City budget recommendations, inclusive of employee benefit and compensation plans; submits to City Commission for review and formal consideration; implements adopted budgets.
- Monitors legislation of interest to the City, keeps the City Commission updated on legislative issues, and coordinates with the City's representatives, lobbyists, and the TN Municipal League as needed to communicate the City's position on legislative matters. May represent the City via testimony before legislative committees.
- Responds to routine requests for information from officials, employees, members of the staff, the public or other individuals; responds to citizen complaints of a serious nature.
- Answers the telephone; provides information; returns calls as necessary.
- Reviews various documents (e.g., contracts, agreements, letters, memorandums, reports, personnel action forms, etc.); analyzes and edits as necessary; approves and/or routes information to City Commission; responds/forwards as appropriate.
- Prepares and/or generates routine correspondence, letters, memoranda, forms, reports and other documents via computer.
- Uses knowledge of various software programs to operate a computer in an effective and efficient manner.
- Keeps abreast of new trends/advances in the profession; maintains professional affiliations; reads professional literature; attends workshops and training sessions as appropriate.



- This position is appointed by the City Commission to specifically execute policy direction by the Commission.
- Able to advise the Commission without taking sides or playing politics, and works collaboratively with the Commission.
- Will help continue the balanced and responsible growth in our low density community.
- Someone with confidence born from expertise.
- Calm and approachable demeanor.
- Outstanding leadership skills, whose management style includes working as part of a team as well as being a motivator and active listener who works collaboratively with and empowers staff.
- Trustworthy and dependable, leads by example, and always demonstrates honesty, integrity, fairness, and diplomacy.
- Ability to make clear and concise decisions.
- Desire to immerse oneself in and be a part of the community.
- Positive and supportive management style that builds staff up, is respectful of all, provides mentoring, sets priorities, provides resources, has high expectations, and ensures accountability.
- Encourages teamwork and is comfortable getting out amongst the departments.
- Understands that both the organization and community are family oriented.
- Professional, but also friendly and outgoing with a sense of humor.
- Outstanding communication skills, both verbal and written.
- Able to make clear and concise presentations to the City Commission and public.
- Strong financial and budgeting background and well versed in municipal operations.
- Experience with and understanding of city owned public utilities and an advocate for utilization of modern technology.
- Bachelor's degree from an accredited college or university in Public Administration, Business Administration, Public Policy, or related field required (Master's degree preferred).
- Minimum five years experience of progressively responsible management and supervisory experience as a city or county manager in the public sector for a similar size city or county, or as an Assistant or Deputy in a larger community, or equivalent experience in the private sector for an organization of similar size and complexity.
- Credentialing as a Certified Manager by the International City/County Management Association preferred.

HOW TO APPLY

Compensation: The City Commission anticipates a highly competitive salary to be commensurate with qualifications and experience. Position also includes a generous and competitive benefits package, including medical and vision insurance, paid vacation and sick leave time, and enrollment in the Tennessee Consolidated Retirement System. The City also provides a City vehicle.

To apply, please email your cover letter and resume in .pdf format by Friday, September 13, 2024, 5 pm CST, to bbauer@governmentpros.com. Position is open until filled. Faxed and mailed submissions will not be considered. Direct questions to Bret Bauer at 316-207-0688 or bbauer@governmentpros.com.

The City of Brentwood is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, national origin, sex, age, disability, genetic information, or any other status protected by law or regulation. It is the City's intention that all qualified applicants be given equal opportunity and that selection decisions are based on job-related factors.

For additional information about the City of Brentwood, please visit:

 BrentwoodTN.gov

 Facebook.com/CityofBrentwoodTN

 Twitter.com/cityofbrentwood

 @CityofBrentwoodTN

 Instagram.com/cityofbrentwoodtn/

Candidate Questionnaire

[Position]
[Location]



Candidate Information

Full Name (First, Middle, Last):	<i>Phone Information</i>
	Cell:
Nicknames:	Home:
	Office:

Please answer each of the following questions completely and thoroughly.

1. How many employees and what size budget do you oversee?
2. Please detail the specific city departments you have supervised.
3. Please explain why you left your last three positions.
4. Are there any gaps in your employment history? If so, please explain in detail.
5. What is your proudest professional accomplishment?
6. Briefly describe your experience and skills in budget development and administration.
7. Please describe your experience and skills in municipal financial management.
8. Briefly describe your experience and skills in long range strategic planning.
9. Please describe a personal experience in delivering or ensuring that excellent customer service was provided in your organization.
10. What do you feel are your greatest strengths as a leader?
11. What do you feel are your greatest strengths as a manager?
12. What areas do you perceive that you need to be working on to become a better leader and manager?
13. Please describe your philosophy and approach to building a strong team environment and motivating your employees to perform at their highest levels.
14. If you are selected for this position, what do you believe will be your greatest, most immediate challenge in your new role?
15. Please describe your personal management philosophy and guiding values.

Due Diligence Questionnaire

[Position]
[Location]



Candidate Information

Full Name (First, Middle, Last):	<i>Phone Information</i>
	Cell:
Nicknames:	Home:
	Office:

Please answer each of the following questions completely and thoroughly.

1. Have you been subject to a formal charge regarding a conflict of interest, violation of ethical conduct, malfeasance, or misfeasance in the performance of duties? If so, please explain the circumstances.
2. Have you ever been the subject of an investigation, or censured by a grand jury, board of inquiry or similar body? If so, please provide details, explain the circumstances and final outcome.
3. Have you been subject to any disciplinary actions, including suspension, probation, or demotion in your adult working career? If so, please provide relevant details, explain the circumstances and the final outcome.
4. Has any organization, corporation, institution, or former employer dismissed, or asked you to resign for any reason, or from any position? If so, please provide relevant details, and explain the circumstances.
5. If you have been in your current, or most recent organization, for less than two years, please describe why you are interested in a career move at this time?
6. Have you ever filed for bankruptcy, or taken similar adverse financial action, that may limit your ability to be in a position of fiduciary responsibility, including being bonded?
7. Is there anything, in your personal or professional background history that our Firm, an employer or citizen could possibly, or perceive, view, or interpret as factually or potentially embarrassing to anyone? Would, or could, this information impair your ability to perform the essential duties of this job if discovered at a later time? If so, please explain, provide details of the circumstances and current disposition.
8. Do you understand that we may disqualify your candidacy from this search if valid, verifiable, and reliable information emerges, contrary to any information you provide us during this process?



CHRIS LOWE

J.D., M.P.A.

Partner and Co-Founder

SUMMARY

Chris Lowe is a dynamic leader and creative problem-solver with a deep affinity for public service. He draws upon 15 years of experience in city management and over 20 years in the public sector to help guide public clients through myriad opportunities and challenges, from economic development and funding, to human resources and utility management.

EDUCATION

Juris Doctor, Marquette University, Milwaukee, WI

Master of Public Administration (MPA), Bowie State University, Bowie, MD

Bachelor of Arts, Political Science and Government, University of Kansas, Lawrence, KS

CONTACT

(785) 766-9104

clowe@governmentpros.com

LINKEDIN:

<https://www.linkedin.com/in/chris-lowe-823bb4173/>

ASSOCIATIONS

International City/County Manager's Association (ICMA)
Government Finance Officers Association (GFOA)

SPECIFIC EXPERIENCE

Executive Recruitment & Human Resources

- Personally recruited and hired more than 50 employees, including executives and department heads
- Conducted classification and compensation studies
- Developed and implemented performance measurement programs
- Developed and implemented compliant personnel policies, procedures manuals, and employee handbooks
- Negotiated collective bargaining agreements with unions

Budgeting & Finance

- Developed and managed more than \$75 million in municipality annual budgets
- Supervised competitive bond sales to finance public infrastructure improvements
- Led efforts to refinance bonded indebtedness, saving millions in debt service
- Created and implemented accounting manuals and investment policies

Community Strategic Planning

- Created full scope community strategic plans
- Conducted council retreats with goal setting priorities
- Led extensive community engagement efforts
- Conducted numerous stakeholder interviews

Economic Development

- Developed public private partnerships and negotiated economic development agreements, resulting in new community services, financial savings, and local business expansion
- Secured grant funding for various community improvements, from city lighting to transportation infrastructure
- Administered multi-million capital improvement programs



BRET BAUER

M.P.A.

Partner and Co-Founder

SUMMARY

Bret Bauer brings more than 15 years of public sector experience and best practices to his work with public clients. Serving in city management roles in Missouri, Kansas and Texas gave Bret significant experience in utility and budget management, human resources, and economic and community development. Bret's ethics and integrity have also earned him widespread recognition and trust.

EDUCATION

**Master of Public Administration (MPA),
Bachelor of Science, Criminal Justice**
Wichita State University, Wichita, KS

CONTACT

(316) 207-0688

bbauer@governmentpros.com

ASSOCIATIONS

International City/County Manager's Association (ICMA)
Government Finance Officers Association (GFOA)
Texas City Managers Association (TCMA), Ethics Committee 2019-Present, Membership Committee 2017-2019
East Texas City Managers Association (ETCMA), Board VP 2019-2020
American Public Works Association (APWA)
East Texas Economic Development District, Board of Directors 2018-Present

SPECIFIC EXPERIENCE

Executive Recruitment & Human Resources

- Personally recruited and hired more than 25 employees, including executives and department heads
- Conducted classification and compensation studies
- Developed and managed training exercises for county staff and residents on emergency preparedness and the National Incident Management System
- Conducted ethics training

Budgeting & Finance

- Managed multi-million-dollar municipal budgets, both departmental and annual
- Developed capital improvement programs and strategic plans
- Managed and oversaw payroll processes

Community Strategic Planning

- Created full scope community strategic plans
- Led extensive community engagement efforts
- Conducted multiple stakeholder interviews
- Conducted council retreats with goal setting priorities

Economic & Community Development

- Led numerous economic development successes in new development and redevelopment

Project & Program Management

- Managed and oversaw Public Works and Parks Departments
- Streamlined departments to operate more efficiently and effectively, including a Build/Code Enforcement department

Utility Management

- Developed, maintained, and managed National Pollutant Discharge Elimination System permits
- Recommended to serve on the Kansas Municipal Energy Agency



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/15/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER SECURITY SERVICE INSURANCE/PHS 65815020 The Hartford Business Service Center 3600 Wiseman Blvd San Antonio, TX 78251	CONTACT NAME: PHONE (A/C, No, Ext): (866) 467-8730		FAX (A/C, No):
	E-MAIL ADDRESS:		
INSURED Government Professional Solutions, LLC 104 HARBOR HAVEN ST GUN BARREL CITY TX 75156-4319		INSURER(S) AFFORDING COVERAGE INSURER A : Hartford Underwriters Insurance Company INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	NAIC# 30104

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/Y YYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> General Liability			65 SBA AG7X1Y	07/13/2025	07/13/2026	EACH OCCURRENCE	\$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		DAMAGE TO RENTED PREMISES (Ea occurrence)				\$1,000,000	
			MED EXP (Any one person)				\$10,000	
			PERSONAL & ADV INJURY				\$1,000,000	
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			65 SBA AG7X1Y	07/13/2025	07/13/2026	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
			BODILY INJURY (Per person)					
			BODILY INJURY (Per accident)					
			PROPERTY DAMAGE (Per accident)					
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED: RETENTION \$ 10,000			65 SBA AG7X1Y	07/13/2025	07/13/2026	EACH OCCURRENCE	\$1,000,000
			AGGREGATE				\$1,000,000	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	65 SBA AG7X1Y	07/13/2025	07/13/2026	PER STATUTE	OTH-ER
			E.L. EACH ACCIDENT					
			E.L. DISEASE -EA EMPLOYEE					
			E.L. DISEASE - POLICY LIMIT					
A	Professional Liability			65 SBA AG7X1Y	07/13/2025	07/13/2026	Each Claim Limit	\$1,000,000
						Aggregate Limit		\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Those usual to the Insured's Operations.

CERTIFICATE HOLDER

For Informational Purposes
 104 HARBOR HAVEN ST
 GUN BARREL CITY TX 75156-4319

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Susan L. Castaneda

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CONSULTANT AGREEMENT

THIS AGREEMENT is entered into between Vacanti Municipal Consulting Services, LLC (hereinafter referred to as “Consultant”) and the City of Alliance, Nebraska (hereinafter referred to as “City”).

WHEREAS, the City seeks to engage the services of Consultant to assist the City on matters as set out in the **Scope of Services** below; and

WHEREAS, the Consultant agrees to provide services to the City under the terms set out in this agreement.

IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES as follows:

Section 1: Scope of Services. The City desires to engage the Consultant to provide administrative support and consulting services, with primary duties as follows:

- ❖ To assist the City in the recruitment and hiring of a permanent City Manager, to include the following services in support of the City’s recruitment and hiring of said City Manager:

Review and update of City Manager job description as may be required;

Meet with City Council to review history of previous City Managers and to determine current and future needs of City Council from future City Managers;

Create a hiring catalog for applicants that provides vital information about the position, the City of Alliance, the community and surrounding area, education, business, the hiring timeline, and other pertinent information;

Prepare a posting of the City Manager job opening, subject to City Council approval, and to recommend placement of the posting on various media and websites, including but not limited to the League of Nebraska Municipalities, websites of municipal leagues of surrounding states, local and regional media, with costs of such placements or publications to be charged to the City;

To receive applications on behalf of the City, and to present them to the City for review;

To do an online search of each applicant in an effort to determine the fitness and qualifications of the applicant for the position;

To prepare a scoring matrix for the purpose of evaluating the qualifications of each applicant for the position;

To meet with the City Council or Review Committee to discuss the applications received for the purpose of determining who the finalists will be for interview;

To prepare interview questions to be used by the City Council during the interviews of the finalists for the position;

To prepare a separate scoring matrix for the purpose of assisting the City Council in evaluating the qualifications of each of the finalists for the position during the interview process; and

To attend the interviews of the finalists that will be conducted by the City Council.

Section 2: Term. The term of this agreement shall begin at 8:00 AM CDT on October 22, 2025 and continue through 5:00 PM CST on April 21, 2026 or the date of hire of a new City Manager by the City, whichever shall first occur.

Section 3: Compensation. The parties agree that the Consultant will receive a base rate of compensation of Thirty Thousand Dollars (\$30,000.00), commencing on October 22, 2025, and continuing until completion of services under the terms of this agreement, payable as follows:

\$10,000 shall be paid to Consultant by December 22, 2025;

\$10,000 shall be paid to Consultant by February 22, 2026; and

\$10,000 shall be paid to Consultant by April 30, 2026.

Consultant shall deliver to City a statement for services performed by Consultant on behalf of City, and any expenses incurred under Section 5, below for each of the above periods of time during the term of this agreement. Upon receipt of said statement, the City shall promptly remit payment for such hours of work performed at the rate set out above and expenses incurred during the period covered by said invoice.

Section 4: Additional Compensation. Within thirty (30) days of hire of a permanent City Manager by the City through the hiring process developed by the Consultant, the Consultant shall receive an additional Ten Thousand Dollars (\$10,000.00) from the City for the successful recruitment and hire of the permanent City Manager by the City.

Section 5: Reimbursement of Expenses. The City will reimburse the Consultant for round-trip mileage at the current IRS rate of \$.70 per mile. The City will further provide suitable lodging for Consultant related to his work in and on behalf of the City. The Consultant will be responsible for his daily meals during the term of this agreement, except when required to travel elsewhere on behalf of the City, as set out in the following paragraph.

In the event that additional outside travel is required while serving on behalf of the City, the City will also reimburse the Consultant for reasonable travel expenses incurred by Consultant for travel as requested and approved by the City in the furtherance of Consultant's services to City under this agreement. Mileage shall be paid at the IRS mileage rate at the time when travel is made, on a round-trip basis. Meals shall be reimbursed at the rate of up to \$55.00 per full day. Lodging expenses, if any, shall be approved by the City prior to travel.

Section 12: Binding Effect. This Consultant Agreement shall inure to the benefit of and be binding upon the City and Consultant.

Section 13: Execution in Counterparts. This Consultant Agreement may be executed in several counterparts, each of which shall be deemed to be an original and all of which shall constitute but one and the same instrument.

Section 14: Governing Law and Regulations. This Consultant Agreement shall be governed by and construed in accordance with the laws of the State of Nebraska.

ACCEPTED AND APPROVED on this _____ day of October, 2025.

City of Alliance, Nebraska

Vacanti Municipal Consulting Services, LLC

John McGhehey – Mayor

Al Vacanti



AGREEMENT FOR DIRECT HIRE PLACEMENT SERVICES

This Agreement (“Agreement”) is made between **CRAWFORD THOMAS LLC**, with principal offices located at 429 S Keller Road, 3rd Floor, Orlando, FL 32810 (“CRAWFORD”), and

_____ (including its subsidiaries and affiliates), with principal offices located at _____ (“CLIENT”).

SERVICES: CLIENT may elect to hire candidates presented by CRAWFORD to CLIENT for direct hire employment that CLIENT, through its own independent review and analysis, determines are suitable for its workforce. CLIENT is solely responsible for obtaining any work permits or licenses, for payment of a direct hire’s wages, benefits, taxes, and for all other employer responsibilities. Upon electing to hire a CRAWFORD candidate, CLIENT agrees to notify CRAWFORD of such hire prior to the starting date of the candidate and to pay a fee (“Placement Fee”) in the amount of:

20% of the candidate’s annualized starting base salary. If hired at an hourly rate, the annualized base for purposes of the Placement Fee will be the hourly rate multiplied by 2,080. Reductions on Placement Fees below 25% of annualized base do not apply upon breach of Agreement by CLIENT. The minimum Placement Fee for any hire is \$6,000.

ACCEPTED REFERRALS: CLIENT agrees to pay such Placement Fee to CRAWFORD whenever, within one year from the date of the most recent activity on behalf of the candidate by CRAWFORD:

1. A candidate referred to CLIENT by CRAWFORD is hired, directly or indirectly, for any position, as an employee, consultant, or independent contractor, by CLIENT, its affiliates, parents, or subsidiaries, or
2. A candidate referred to CLIENT by CRAWFORD is referred by CLIENT to another employer or recruiting firm and the candidate is hired, directly or indirectly, for any position, as an employee, consultant, or independent contractor, by such employer or through such recruiting firm.

For purposes of the paragraphs above, “referred” means any manner or means of communication of a candidate’s identity. If CRAWFORD refers a candidate with whom CLIENT has already interviewed or scheduled an interview, and CLIENT so advises prior to interviewing the candidate through CRAWFORD, CLIENT will not owe a fee in the event CLIENT hires the candidate. CLIENT shall provide reasonable documentation regarding the prior interview to CRAWFORD upon request.

REPLACEMENT GUARANTEE: Placement Fees are not subject to reduction even if the candidate’s employment terminates. In the event the employment of a candidate referred to CLIENT under this Agreement lasts less than 90 calendar days, and provided CLIENT notifies CRAWFORD within 10 calendar days of the candidate’s termination, CRAWFORD will refer a replacement candidate for the same position and location with a similar rate of pay at no additional charge to CLIENT. This provision shall not apply if the candidate is laid off for lack of work or resigns because CLIENT has significantly modified the candidate’s job duties, to the replacement of a replacement candidate or if CLIENT does not refill the position within six months. The terms of this guarantee are expressly contingent upon CLIENT properly notifying CRAWFORD of an accepted referral prior to the starting date and CRAWFORD receiving full payment of the Placement Fee per billing terms.



PAYMENT TERMS: CLIENT agrees to pay all fees within 15 days after the starting date of each candidate. Interest of 1.5% per month will be charged on past due amounts, in addition to all costs of collection including attorney fees and court costs. In addition to any Placement Fees, CLIENT agrees to pay any expenses related to the performance of services under this Agreement that are preapproved in writing by CLIENT.

DISCLAIMER: CRAWFORD does not guarantee the performance of any candidate or the accuracy of information provided regarding a candidate, and disclaims any responsibility for claim, loss, or liability as a result of a candidate’s acts or omissions. CRAWFORD urges CLIENT to conduct such investigations, as it deems necessary, to verify candidate information or to obtain such other information as it may consider relevant. Criminal background checks, if required, must be performed by CLIENT as the direct hire employer and cannot be run by CRAWFORD.

CONFIDENTIALITY OF REFERRALS: All candidate referrals made by CRAWFORD are made on a confidential basis and CLIENT shall hold CRAWFORD harmless from any liability resulting from CLIENT’S unauthorized disclosure or misuse of information regarding any candidates or their candidacy.

ENTIRE AGREEMENT: This Agreement and any riders hereto shall constitute the entire agreement between the parties. This Agreement supersedes any statements, agreements, or representations made prior to or contemporaneously. Any amendments or modifications must be in writing to be effective.

GOVERNING LAW: This Agreement shall be governed by and construed in accordance with the laws of the State of Florida without regard to conflict of law principles. The parties agree that state and federal courts within the State of Florida shall have the exclusive jurisdiction over any litigation brought or arising out of this Agreement and stipulate the venue shall be the court of competent jurisdiction located in Orange County, Florida. If any part of this Agreement is deemed unenforceable by a court of competent jurisdiction, the remainder will be enforced to the full extent permitted by law.

TERMINATION: This Agreement may be terminated immediately by either party upon written notice. CLIENT shall remain liable for all fees and expenses due under this Agreement for any candidate referred prior to termination. All other provisions of this Agreement that by their terms extend beyond the termination of this Agreement shall survive such termination and remain in effect.

Authorized representatives of the parties have executed this Agreement below to express the parties’ agreement to its terms.

CRAWFORD THOMAS LLC
("CRAWFORD")

("CLIENT")

Sign _____

Sign _____

Print _____

Print _____

Title _____

Title _____

Date _____

Date _____



OCTOBER 2025

City Manager Recruitment Proposal

FOR THE CITY OF ALLIANCE, NB

PRESENTED BY

Greg M. Prothman

President, GMP Consultants

GMP CONSULTANTS

Greg@gmphr.com

(206) 714-9499

www.gmphr.com





October 14, 2025

Mr. John McGhehey
Mayor
City of Alliance
324 Laramie Ave
Alliance, NB 69301

Dear Mayor. McGhehey;

We appreciate the opportunity to submit our proposal to help the City of Alliance recruit its next City Manager. GMP is uniquely qualified for this partnership, having completed 20 national city manager and administrator recruitments over the past year. Our extensive experience in Midwest city management and executive recruitment has given us valuable insight into both regional and national candidate pools.

Your lead consultant will be Mr. Jeff Weldon, who offers more than 29 years of city management experience in Minnesota and South Dakota. He will be supported by Mr. Dan Gifford, who also brings considerable expertise with 27 years in municipal government, including service as city manager in three Iowa communities.

GMP has completed 800 recruitments, including more than 150 searches for city managers and administrators. We use a proven process based on industry best practices to attract top candidates and find the right match for your organization. Our reputation is built on outstanding service and long-term relationships with clients and candidates alike.

GMP's management & recruitment knowledge brings a competitive advantage in recruiting top-notch talent. As the leader in public sector executive search, we stand by our work by offering an **18-month guarantee** on your selection! If you have any questions or would like to discuss your specific needs, please do not hesitate to contact me at (206)714-9499 or Greg@gmphr.com. I look forward to hearing from you and hope to have the opportunity to work together soon.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Greg Prothman', written over a light blue horizontal line.

Greg M. Prothman
President

ABOUT GMP CONSULTANTS

GMP Consultants is a public sector executive search firm with a collective 360 years of local government leadership experience with both regional and national relationships. GMP Consultants offer our clients experienced subject matter experts with a solid understanding of local government coupled with decades of experience. We have served in a wide range of executive positions, from city and county management to public works, management information systems, and finance.

Our Qualifications

Founded and led by Greg M. Prothman, formerly the CEO of Prothman, GMP consultants have worked on over 800 executives searches and over 100 public sector consulting projects. All our senior search consultants are active in both national and local state level associations or in their respective professional disciplines.

Our Philosophy

Our business philosophy centers on the understanding that this is a “people” related industry. We have a reputation for providing superior service and building lasting relationships with both clients and candidates. We believe that attention to others’ needs is the key to effective customer service.

Why Choose GMP?

What you get with GMP Consultants is personal service. You appreciate it when phone calls are returned, projects stay on schedule and your challenges are given thorough and creative thinking. While other companies may assign your business to lesser experienced staff, we offer exceptional service from senior-level consultants.

- **Service & Relationship** - Our consultants bring a reputation for providing outstanding service and building lasting relationships with both clients and candidates.
- **Customized Solutions** - We take the time to become familiar with your organization to ensure that we offer the best solution and not just a single service.
- **People First** - We work closely with you and your candidates through every stage of the recruitment process, creating a welcoming candidate experience and ensuring an effective recruitment outcome.
- **Our Guarantee** – GMP is confident in its time tested and proven process. If your selected candidate leaves employment of the organization within the first 18 months of appointment, we will conduct an additional recruitment with no professional fee!

GMP Consultants Mission: *To provide exceptional executive search, interim placements, and organizational consulting services partnering with our clients to provide the highest quality services to their residents.*

PROJECT TEAM MEMBERS

Greg M. Prothman – President

Greg offers a unique combination of 20+ years of experience in various functions of government and 25 years of experience in public sector recruitment. Prior to forming GMP Consulting, Greg founded and was the driving force at Prothman Company as its President. Prior he was a partner at Waldron & Company. Early in his career Greg served as a police officer for the University of Washington and the City of Renton. He left police work and accepted an administrative position for the City of Des Moines, WA. He was quickly promoted to Assistant City Manager and then City Manager. A Seattle native, Greg completed his BA at Western Washington University and his Master of Public Administration (MPA) degree from the University of Washington. Additionally, he completed the Senior Executives in State and Local Government program at Harvard University. Greg is a volunteer member of Seattle Mountain Rescue and a member of Crystal Mountain Ski Patrol.

Jeff Weldon - Senior Consultant

Jeff served 29 years in municipal management in Minnesota and South Dakota including City Manager for Brookings and Yankton, SD; City Administrator for Redwood Falls, MN; and Assistant City Administrator for Apple Valley, MN. Jeff was also an adjunct instructor at South Dakota State University in Public Administration and State and Local Government. Jeff currently serves local government managers in Minnesota and South Dakota with career and professional development as a Senior Advisor for the state associations. Jeff holds a Bachelor's Degree from Minnesota State University and a Master's Degree from Hamline University. He was active with the Coalition of Greater Minnesota Cities, Minnesota City/County Management Association, South Dakota Municipal League, and the International City Management Association (ICMA). Jeff is a strong advocate for community involvement and has been involved with his church, the United Way, Rotary and Lions clubs, and the Chamber of Commerce. Jeff and his wife, Tracie, have two grown children and five grandchildren. His hobbies and spare time activities include camping, boating, fishing, golf, travel, woodworking, pencil sketching and reading presidential biographies and Civil War history.

Dan Gifford - Consultant

Dan is a retired City Manager with 27 years of municipal government experience. He has served cities from 1,800 to 12,000 in population. Dan is a life-long Iowan committed to public service in the state. Dan started his career as Planning Administrator for the City of Fairfield, IA and retired as City Manager for the City of Spencer, also serving the communities of Holstein and West Burlington along the way. Dan has a Master of Public Administration from Upper Iowa University and a Master of Urban and Regional Planning from the University of Iowa. He is a Credentialed manager with ICMA and holds the AICP credential from the American Planning Association. He currently serves the Iowa City Managers Association as Senior Advisor.

Kate Hansen – Operations Manager

Kate brings 20 years of project management and administration experience spanning private business, nonprofit, and government. She is a certified Project Management Professional (PMP) and holds a B.A. in Theatre from Chapman University, with an emphasis in stage management. Kate brings a distinguishing blend of attention to detail, creativity, and critical thinking. Having served as a fire district administrator, political campaign manager and elected official, Kate possesses multi-faceted experience in local government. She has also served on the Board of Directors for multiple non-profits.

Sarah Marsh – Content Designer

Sarah brings a background across nonprofit, business, government, and education sectors. She holds an M.B.A in Organizational Behavior & Development from the University of Vermont. She also publishes in the field of American History and is the author of two books honored by the National Council for the Social Studies.

Jennifer Monsivais – Project Manager

Jen is a dedicated, customer service-oriented professional with ten years of experience working within a University Athletic program. Throughout her career, she has built a reputation for being approachable, reliable, and deeply committed to creating positive experiences for internal and external stakeholders alike. Jen thrives in collaborative environments and finds genuine fulfillment in helping others identify and pursue their full potential. Whether supporting clients, coordinating across departments, or assisting community members, she brings a thoughtful, people-first mindset to everything she does. Her passion for service and strong communication skills make her a trusted resource and valued team member in any setting.

WORK PLAN & APPROACH

GMP Consultants have conducted hundreds of successful executive searches and numerous organizational reviews refining our process along the way. We provide the workplan, but you are in charge, we customize every recruitment to meet your needs. We partner with you with the goal of finding a highly qualified candidate who is the perfect "fit" for your organization.

INFORMATION GATHERING & RECRUITMENT PROFILE DEVELOPMENT

Review and Finalize Search Process and Schedule

We meet with the City to:

- Review the project scope of work and process
- Establish project schedule
- Identify the geographic scope of the recruitment
- Review the compensation package
- Identify key stakeholders
- Review and discuss any additional issues as needed

Profile Research and Stakeholder Meetings

Our goal is to thoroughly understand your City and community, its current challenges, preferred qualifications as well as the timeline for this recruitment. We would like to come in person to tour the City and ask to meet with:

- Mayor & City Council
- City's Leadership Team
- Leading Citizens in the Community
- City's Government Partners
- Others as Directed
- Review all relevant documents

Develop, Review, and Approve a Detailed Recruitment Profile

We will create a tailored *recruitment profile* highlighting the strengths of your job opportunity. If requested, we will assist in reviewing the position compensation and will make recommendations that are consistent with comparable agencies and the market. Examples of prior recruitment profiles are included in this proposal and typically feature the following:

- Why Apply?
- Quality of Life Opportunities
- The City
- The Position
- Ideal Candidate Traits
- Challenges & Opportunities
- Compensation & Benefits
- Your social media

STRATEGIC MARKETING

Our goal is to not only reach candidates who are actively looking for a new job but those who are happy in their current assignment but who could be intrigued and interested in your opening. We research and develop a personalized national advertising strategy designed to reach all potential qualified candidates. The Advertising Strategy is comprised of four components:

- Targeted National Advertisement
- Mailed "Invitation to Apply" Flyers
- Email Outreach
- Personal Calls by Lead Consultants

Targeted Advertisement - We develop and place custom national advertising highlighting your agency and the City Manager opening in websites, job boards, and periodicals such as:

- Intl. City/County Managers Assoc. (ICMA)
- Nebraska City Managers Association
- Kansas City Managers Association
- Minnesota City/County Management Assoc.
- Iowa City/County Management Assoc.
- Colorado City Managers Association
- League of Nebraska Municipalities
- Government Jobs
- GMP Job Board
- GMP LinkedIn

Invitation to Apply Letter & Customized Candidate Database – We create a customized *Invitation to Apply Flyer* (examples are included) and then develop a database of potential candidates. We will mail *Invitation to Apply* flyers to city management practitioners in all cities in Nebraska and in cities of comparable size in Kansas; Missouri; Iowa; South Dakota; Wyoming and Colorado

Emails to Potential Candidates – We will e-mail your position opening to our list of 3,700 city management professionals nationwide

Personal Calls by our Lead Consultants – We will reach out to potential candidates who might be a good fit or who are looking for their next challenge. We will also reach out to our personal knowledge of candidates to make them aware of your opportunity

CANDIDATE SCREENING

Candidate Application Materials

- **Application** - Candidates are asked to submit a cover letter, application, resume, and five professional references of peer, subordinates and supervisors
- **Communication** - We provide the City with a summary of the advertising strategy, the number of applications and the number of candidates selected for a preliminary interview
- **Review of Applications** - Occasionally some agencies wish to review all the application materials prior to the selection of candidates for a preliminary interview. We are happy to facilitate this process if asked

Preliminary Candidate Interviews – Once a candidate has indicated an interest in the position, we review all candidate application materials and:

- **Select** - Identify the most promising candidates for a preliminary interview
- **Review** - Conduct an in-depth internet inquiry on each candidate to identify any concerning issues to be reviewed with the candidate
- **Interview** - Your lead consultant conducts a preliminary interview with the most promising candidates (we can record these for City's review if asked)
- **Summarize** - Provide a written summary of our observations of the candidate's strength, weakness and potential fit with the City
- **Recommend** - Provide our recommendations on each candidate for consideration

Work Session - We meet with the City to review the results of the preliminary interviews. Our goal is to provide comprehensive information on each of the most promising candidates providing the needed data to make quality decisions on each applicant

- **Information Provided** - Prior to the meeting we provide with sufficient time to review:
 - Each of the interviewed applicant's cover letter, resume, essay questions
 - The consultant preliminary interview notes
 - The results of the internet search
 - A candidate summary sheet with the consultant's recommendations
 - A complete file of remaining candidates' application materials if requested

- **Review of Candidates** - Review and discuss each candidate's application materials & interview results
- **Finalist Selection** - The City selects those candidates to move forward for a final interview
- **Final Interview Design** - We help you decide on the structure of the interviews, including the panel participants and facilitators, tailoring the process to fit your needs
- **Candidate Travel** - We identify which candidate travel expenses your organization wishes to cover
- **Interview Questions** - Identify any potential interview topic areas of interest from which we can develop potential interview questions

FINAL INTERVIEWS

Prior to the final Interviews we will:

- **Conduct Reference Checks** – We conduct professional reference checks on each candidate, requesting the names of supervisors, subordinates, and peers
- **Conduct Background Checks** – Background checks include Education Verification, Criminal History, Driving Record, and Sex Offender Check
- **Facilitate Candidate Travel** – Based on your guidance we coordinate the most cost-effective travel arrangements
- **Develop a Master Interview Schedule** – We work with you to identify interview venues and then develop a master interview schedule
- **Develop Draft Interview Questions** – Provide draft interview questions for the City's review and for each advisory panel (if used)
- **Provide Final Interview Materials** – We will provide all final interview materials for each candidate in a file for printing by the City as well as the master schedule
- **Coordinate Final Interviews** – We will work with the City to coordinate all of the details of conducting the final interviews

Final Interviews

- **Facilitate the Final Interviews** – We are on site to facilitate the final interview process
- **Facilitate Panel Debrief** – After interviews are complete we facilitate a debrief with all advisory panels on each candidate's strengths and areas needing support
- **Candidate Evaluation** – We facilitate the City's evaluation of the candidates and potential consensus on a preferred candidate including any additional candidate referencing or research

Candidate Selection & Appointment – Once the City has identified a preferred candidate

- If asked we facilitate and identify potential contract elements
- We assist with the job offer and contract negotiations leading to an employment agreement
- Notify all of the unsuccessful finalists
- *Celebrate the Selection of your new City Manager!*

PROFESSIONAL REFERENCES

City of Centerville, MN *pop. 3,954*
 Ms. Nancy golden, Mayor
 ngolden@centervillemn.com
 851-792-7941
City Administrator

City of Golden, CO
 Ms. Kristen Meier, Human Resources Director
 kmeier@cityofgolden.net
 303-597-5209 (direct)
Finance Director

City of Billings, MT
 Chris Kulkulski, City Administrator
 kukulskic@billingsmt.gov
 406-657-8222
Public Works Director (in progress)
Information Technology Director

City of Brainard, MN *pop. 14,750*
 Ms. Kris Schubert - Human Resource Director
 kschubert@ci.brainard.mn.us
 218 -828-2307
City Administrator

RECRUITMENT SCHEDULE EXAMPLE

Kickoff Meeting		City Council & GMP: Meet to discuss timeline & search process
Profile Development	Week 1-2	GMP: Meet with key stakeholders & create position profile
Advertising	Week 3-7	GMP: Post online ads; send direct mailing
First Review	Week 8-9	GMP: Conduct preliminary interviews with most promising candidates
Work Session	Week 10	City Council & GMP: Meet to review semifinalists and choose finalist candidates
Final Interview Preparation	Week 11-12	GMP: Conduct background & reference checks, complete final interviews schedule, coordinate travel with candidates
Final Interviews	Week 12	GMP: Facilitates finalist interviews City Council: Hosts interviews & makes hiring selection

PROFESSIONAL FEES

The fee for conducting a City Manager search is \$16,500 with a not to exceed price of \$24,000. Professional fees cover all consultant and staff time required to conduct the recruitment. Expenses are additional. Professional fees are billed in three equal installments: at the beginning, halfway, and upon completion of the final interviews. If needed, re-advertising the position can be completed for a \$750 administrative fee plus expenses.

The City will be responsible for reimbursing expenses incurred on the City’s behalf. All expenses are submitted at actual cost with no markup. Expenses include:

- Websites, job boards and other advertising (approx. \$1,800 - 2,200)
- Direct mail announcements (approx. \$1,700 - 2,000)
- Consultant travel: Mileage at IRS rate and \$87.50 per hour
- Background checks (approx. \$225 per candidate)

The City has the right to cancel the search at any time, the only responsibility would be the fees and expenses incurred prior to cancellation. Any additional work requested beyond services provide in the scope of work is billed at \$185 per hour. If a candidate is not selected and a second recruitment is needed, additional expenses may be applicable.

GUARANTEE & WARRANTY

Should the selected candidate leave the employment of the City within the first **18 months** of appointment, we will conduct an additional recruitment for the cost of expenses only, if requested to do so within six months of the employee's departure. If the major elements of the process are followed and a candidate is not chosen, we will repeat the recruitment for a \$750 administrative fee plus expenses.

WORK SAMPLES: POSITION PROFILE AND INVITATION TO APPLY LETTER

(Attached). Additional samples available at gmphr.com. Copyright © 2025 by GMP Consultants. All rights reserved.

CITY ADMINISTRATOR

MEDINA, MINNESOTA



WHY APPLY?

This is an exciting opportunity for a new City Administrator to take the reins of a forward-thinking, entrepreneurial community that has uniquely preserved its small-town, rural charm while being close to metropolitan amenities. Medina has a professional and experienced staff committed to exceptional public service delivery. The City Council is professional and enjoys an excellent collaborative partnership with staff and residents, which has been a hallmark of the City's success. Medina's financial management has been strong, as evidenced by its AAA credit rating, cost-effective management of City services and programs, and its stable tax base. If you are looking to guide this unique community into the future with visionary, creative, and innovative leadership, this opportunity could be for you.



Welcome to MEDINA

Located about 15 miles west of Minneapolis, Medina is a charming, semi-rural community with close to 8,000 residents in western Hennepin County known for its lush landscapes and tranquil atmosphere within reach of the Twin Cities.



Founded in 1855, Medina began as a busy town along the road from Minneapolis to Rockford. Medina graduated from “township” status to become a “village” in 1955 before incorporating as a city in 1974. Today, the community takes pride in preserving its rural heritage. Housing options include properties on significant acreage among rolling hills, single-family homes in low-density neighborhoods, multi-family housing, and senior living facilities.

With its prime location, residents can enjoy both the natural beauty of the surrounding countryside and the vibrant big-city offerings of nearby Minneapolis and St. Paul. Medina’s quality of life is further augmented by an exceptional park and trail system that enhances the natural amenities of the community.



Medina abounds in opportunities for outdoor recreation: fishing and boating at Lake Independence, wildlife viewing at Medina Lake Preserve, and a multitude of sports like baseball, tennis, and pickleball at City parks. The city is home to two golf courses, including the National Audubon-certified Baker National Golf Course, regarded as one of the best public courses in the Metro Area. The community also gathers at the 2,700-acre Baker Park Reserve to enjoy skiing, snowshoeing, and sledding during winter months.

Medina’s business amenities range from national chains like Target, Aldi, Wells Fargo, and Caribou, to the City’s historic downtown district of Uptown Hamel and local favorites like Peg’s Countryside Cafe. Medina Entertainment Center is a popular local venue offering live entertainment, bowling, dining, and an on-site hotel. The city is also home to the corporate headquarters of Polaris, Loram, Rockler, Tolomatic, and Intercomp.



Medina is served by four school districts: Wayzata, Orono, Rockford, and Delano. Most of the city lies within the Wayzata and Orono school districts, two of the top ten most distinguished K-12 districts in the state for educational excellence and student achievement.



THE CITY OF MEDINA

The City of Medina operates under the Council-Administrator form of government with a City Council comprised of the Mayor and four Council Members who are all elected at large. The Mayor serves a two-year term and Council Members serve four-year terms; two of the Council members are elected every two years. The City Council appoints a City Administrator to serve as the Chief Administrative Officer of the City.

The City serves a population of more than 7,600 residents across 26 square miles. The City's 2024 budget is \$6.6 million, and it is served by a team of 30 FTEs across five departments: Administration, Finance, Planning and Zoning, Police, and Public Works. Medina has two facilities for City business: City Hall and a combined Police/Public Works facility.

Medina contracts for legal services, has both Planning and Park Commissions, and is served by three local fire departments. In 2023, the City was upgraded to an AAA credit rating. Medina shares the highest credit rating of AAA with only 33 other communities in Minnesota.

Medina has successfully achieved the unique balance of retaining its rural character while promoting deliberate and selective economic and residential development. This has resulted in moderate and steady growth while limiting urban sprawl.



Community Vision:

Medina is a community united by a common goal: to sustain and enhance the quality of life of its residents. Medina will protect its significant natural resources and open space throughout the City, while honoring its rural heritage and fostering safe and well-designed neighborhoods, places of recreation and destinations for citizens to gather. Development within the City will be commensurate with available transportation systems, municipal services and school capacity.

— MEDINA 2040 COMPREHENSIVE PLAN





THE CITY ADMINISTRATOR

Reporting to the City Council, The City Administrator serves as City’s top-appointed official with primary responsibility to oversee the daily operations and administration of the City in accordance with City Code, ordinances, resolutions, and directives from the City Council. The City Administrator provides high-level leadership to City staff and guides the City Council to define, establish, and attain the goals and objectives of the City government. The City Administrator also provides support in general administration, municipal finance, human resources, facilitating/managing projects, processing technical documents, and public relations.

The City Administrator’s five direct reports include the Assistant City Administrator/City Clerk and all Department heads. The Administration Department consists of three staff members: City Administrator, Assistant City Administrator/City Clerk, and a part-time Administrative Assistant (shared with Finance).

THE IDEAL CANDIDATE

- Is a visionary leader that can help guide the organization into the future with innovative, forward-thinking, and entrepreneurial strategic planning processes.
- Believes in collaboration and building partnerships with stakeholders to implement goals.
- Provides creative thinking in economic development that can be applied to the goal of preserving and enhancing the unique rural-urban nature of the community while expanding City revenue.
- Possesses exceptional written and interpersonal communication skills. Is approachable and interacts with others in a professional, fair, honest, clear, and open manner.
- Exemplifies employee-centric staff leadership that supports investment of resources in staff, has experience developing effective teams, appropriately delegates assignments with the right balance of accountability and autonomy, and supports staff with an “open-door” policy and is receptive to staff’s feedback and ideas.
- Is committed to the highest ethical and moral standards. Is an innovative and forward-thinking leader with strong emotional intelligence and approaches challenges with a positive, “can-do” attitude.
- Is a decisive and principled decision-maker that approaches issues in a deliberate and thoughtful manner based on facts, yet exhibits flexibility to consider new information and opinions.
- Has a strong aptitude for public sector/municipal finance, budgets and debt management as well as public sector human resources, labor management, staff on-boarding, and development.
- Has the ability to cultivate and develop a positive staff culture and working environment that sustains high employee morale, staff longevity, and high performance.



OPPORTUNITIES & CHALLENGES

1) Implementation of Multi-Year Strategic Plan

In 2024, in accordance with the City's community vision, the Council adopted a multi-year strategic plan containing three overarching goals. Generally, the goals call for maintaining high-quality public safety and infrastructure services; improving City services through prudent budgeting and increasing operational efficiencies; and community/economic development initiatives that complement both medium and low-density residential areas. The City Administrator will be charged with developing and implementing management policies and procedures for these goals. Upcoming action items include establishing long-term strategies for park funding; comprehensive evaluation of staff capacities, job descriptions, pay grades, and organizational structure; and evaluating economic development tools for parcels of land recently purchased by the City totaling 74 acres.

2) Consolidation of Fire Protection Services

Medina historically has been served with fire and EMS protection by four separate fire departments through contracts. Recently, two departments consolidated into the Western Suburban Fire District (WSFD) and, in 2025, WSFD will cover the area of the City now served by the Maple Plain Fire Department. The City Administrator will collaborate with neighboring cities in search of a broad, regional approach to fire and EMS services.

3) Long-Term Financial Planning and Management

City finances remain stable and strong, but future revenue growth is expected to be moderate. Without major expansion of commercial/industrial development, Medina's tax base will be limited to moderate-high residential and small commercial valuations. The City will also need to investigate and creatively develop alternative sources of revenue other than property taxes to diversify its revenue. Prudent long-range financial forecasting will be needed to ensure adequate resources are available to meet future financial demands for infrastructure investment/replacement and in continuation of excellent service to residents.

OPPORTUNITIES & CHALLENGES (cont.)

4) Management and Economic Development

- Medina successfully has achieved the delicate balance of selective economic development that services a growing residential base while preserving natural open space in a rural setting. The next City Administrator will be charged with further supporting this policy. Highway 55 traverses the community east to west and provides a corridor for highway-related businesses. Some re-development and new development opportunities exist on this primary transportation corridor to the Twin Cities.
- Uptown Hamel is a historic, well-established portion of the community that is a main contributor to the small-town charm and ambiance of Medina. However, this unique commercial and residential district has been the subject of on-going community conversations about its re-development potential to host specialized, niche retail and service businesses. No clear vision has emerged, and the community has not yet arrived at a consensus on what City action, if anything, should be taken to re-develop this area. The next City Administrator can expect to be an integral part of engaging with stakeholders to address whether re-development should be incentivized by the City, and if so, help craft a vision for that initiative.
- The City recently acquired three vacant parcels totaling 74 acres for future development. The next City Administrator will guide the City's creation of a vision for this parcel. End-use plans could be either private commercial and/or residential development, public facilities such as future City buildings and/or parks and open space, or any combination of a myriad of uses.
- The City will launch efforts within the year to update its Comprehensive Plan and the new City Administrator will intricately be involved in determining that vision for the community through 2050.



EDUCATION AND EXPERIENCE

REQUIRED QUALIFICATIONS

- Bachelor's degree in public administration, business administration, finance, or related field.
- Three or more years of relevant local government experience.
- Three or more years of relevant supervisory/leadership experience.

DESIRABLE QUALIFICATIONS

- Master's degree in public administration, business administration, or closely related program.
- Five or more years of relevant work and supervisory experience.

COMPENSATION AND BENEFITS

The City of Medina is offering an annual salary range of \$135,200 to \$172,640 for this position, dependent upon experience and qualifications, along with a comprehensive benefits package:

- 100% employer-paid individual premiums and up to \$1,753.00 per month towards family premiums. Premium amounts greater than \$1,753.00 are then split 50/50 between employer and employee.
- \$3,000 annual City contribution to HSA or HRA account.
- Optional FSA account.
- 100% employer-paid dental insurance for individual and family premiums.
- \$30,000 employee life insurance with optional additional coverage for employee, spouse, and/or dependents.
- Optional employee paid short-term disability and long-term disability insurance.
- PERA retirement program with 7.5% employer contribution and 6.5% employee contribution.
- Optional employee-paid participation in Minnesota State Deferred Compensation Plan (MNDCP).
- 11 paid holidays, 2 paid personal holidays.
- Vacation accrual based on years of service (0-5 years: 10 Days, 5-10 years: 15 days).
- Sick and Safe Leave accrual - 8 hours per month (May be accumulated and banked to a maximum of 960 hours).
- Option to participate in the City's flexible work arrangement program that allows work from home up to two days a week.

RESOURCES

[2023 Annual Report](#)

[2024 Budget](#)

[Strategic Goals](#)

[2040 Comprehensive Plan](#)

[I-94 West Chamber of Commerce](#)



TO APPLY

Apply Online: gmphr.com

First Review: **August 25, 2024**

More Info: Jeff Weldon, GMP Consultants
jweldon@gmphr.com / (320) 557-8006



Welcome to MOAB



Dear Colleague,

GMP Consultants is assisting the **City of Moab**, UT in finding a **City Manager**. Perhaps this is the right time in your career to consider this exciting opportunity. If not, would you please pass this on to others who may be interested?

Thank you for your consideration and assistance.

Bob Larson, GMP Consultants
bob@gmphr.com / (425) 894-8097



Greg M. Prothman, President
greg@gmphr.com / 206-714-9499

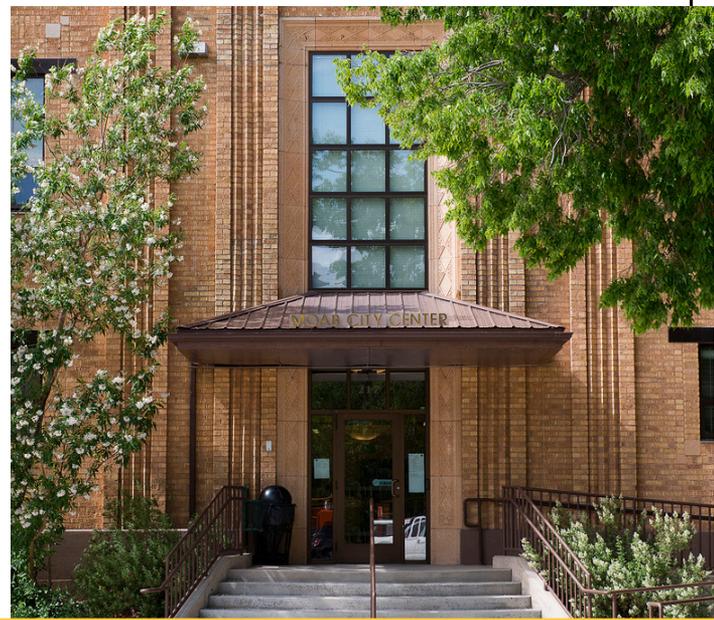
WHY APPLY?

This is an excellent opportunity to bring your passion for public service and make a positive impact at the dynamic and future-focused City of Moab in the heart of the Colorado Plateau. The new City Manager will come into a very stable organization that benefits from a vibrant community spirit among residents and a strong core of City staff who are mission-oriented and driven. Moab is in a high-profile part of the state and country and the City culture benefits from its small-town atmosphere. Come work with great people and enjoy a work-life balance in a world-renowned outdoor destination that attracts over 3 million people a year.

THE CITY OF MOAB

Incorporated in 1902, the City of Moab operates under a Council-Manager form of government. The five-member City Council is elected at large, and members serve four-year terms. The Mayor is elected separately and acts as the chairperson for City Council meetings. The current mayor has been serving since 2022.

The City serves an approximate permanent population of 5,500 with an estimated variable population of 20,000-30,000 during the tourist season with a 2023 budget of \$24 million and a team of 157 FTEs. Administration includes the City Manager, Finance Director/COO, and Executive Administrative Assistant.



THE IDEAL CITY MANAGER

- A calm, confident, and outgoing personality with both a sense of humor and humility.
- Strong diplomatic skills and a demonstrated ability to navigate local and state-level politics.
- Conflict resolution skills and the ability to work with multiple stakeholders across varying and sometimes conflicting opinions and needs. Ability to talk through difficult issues with Council, staff, and community members.
- Able to think thoroughly, objectively, and critically about a decision before acting; act decisively without second-guessing; shift directions as necessary and appropriate; and move issues forward in a timely manner.
- Understands and can articulate a position and provide decision-making options that support the City Council.
- Recognizes the institutional knowledge within City staff and routinely and effectively taps into that knowledge, empowers staff, and celebrates their important work.
- Able to "read the room" and has a good sense of when to push City goals and when to refrain.
- Always acts in the City's best interest with a willingness to take direction from elected officials and to accept and implement those decisions.

View
full position
profile at
gmphr.com

EDUCATION & EXPERIENCE

Master's degree in business or public administration or related field and 5 years of progressively responsible experience in municipal management; or any satisfactory combination of experience and training which demonstrates the knowledge, skills, and abilities to successfully perform the job.



LEARN MORE

Visit: gmphr.com

Salary Range: **\$175,007 to \$262,510** annually DOQ

First Review: **June 30, 2024**

More Information: Bob Larson, GMP Consultants
bob@gmphr.com / (425) 894-8097



PROPOSAL FOR EXECUTIVE RECRUITMENT SERVICES

**City Manager
City of Alliance, Nebraska**

October 14, 2025

This proposal is valid for 60 days

Strategic Government Resources
P.O. Box 1642, Keller, Texas 76244
Office: 817-337-8581



Rebecca L. Fleury, President of Executive Recruitment
RebeccaFleury@GovernmentResource.com



October 14, 2025

Hon. Mayor John McGhehey & City Council
City of Alliance, Nebraska

Dear Mayor McGhehey & Councilment,

Thank you for the opportunity to submit this proposal to assist the City of Alliance in your recruitment for a City Manager. At SGR, we take pride in our unique ability to provide personalized and comprehensive recruitment services to meet your specific needs.

We would like to highlight some key aspects that set SGR apart from other recruitment firms and enable us to reach the most extensive and diverse pool of applicants available:

- SGR is a recognized thought leader in local government management and is actively engaged in local government operations, issues, and best management practices.
- SGR has conducted executive recruitments for over 450 local government clients in 37 states, and we value the long-term relationships we have developed with many of our clients who continue to partner with us on future recruitment needs.
- We have a broad community of over 20,000 followers on LinkedIn, one platform we utilize to connect with a wide range of active and passive candidates across the nation.
- Our Servant Leadership e-newsletter, with a subscriber base of over 35,000 in all 50 states, announces all SGR recruitments, further extending our reach. Your position will also be posted on SGR's website and our Job Board.
- In addition, SGR sends targeted emails to our opt-in Job Alert subscriber database including over 5,000 city & county management professionals.

We are happy to provide references upon request. We are enthusiastic about the prospect of conducting this recruitment for the City of Alliance, and we are available to schedule a meeting at your convenience to discuss further.

Respectfully submitted,

Rebecca L. Fleury, President of Executive Recruitment
RebeccaFleury@GovernmentResource.com

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- 11. Sample Position Profile Brochure**
- 12. Agreement for Executive Recruitment Services**

About SGR

Strategic Government Resources, Inc. (SGR) exists to help local governments become more successful by recruiting, assessing, and developing innovative, collaborative, and authentic leaders. SGR was incorporated in Texas in 2002 with the mission to facilitate innovative leadership in local government. SGR is fully owned by former City Manager Ron Holifield, who spent two high-profile decades in city management and served as a City Manager in several cities.

SGR's business model is truly unique. Although we are a private company, SGR operates like a local government association. Most of SGR's principals are former local government officials, allowing SGR to bring a perspective and depth of local government expertise to every project that no other firm can match.

SGR's Core Values are Customer Service, Integrity, Philanthropy, Continuous Improvement, Agility, Collaboration, Protecting Relationships, and the Golden Rule.

SGR is a full-service firm, specializing in providing solutions for local governments in the areas of recruitment and retention, leadership development and training, innovation and future readiness, and everything in between.

With 21 full-time employees, 21 recruiters, 18 facilitators, and multiple consultants who function as subject matter experts on a variety of projects, SGR offers comprehensive expertise.

The company operates as a fully remote organization, with team members located in Texas, Arizona, California, Colorado, Florida, Georgia, Maine, Michigan, Montana, Nevada, New York, North Carolina, Ohio, Oklahoma, and South Carolina.

View all SGR team members and their bios at: [GovernmentResource.com/Meet-the-Team](https://www.GovernmentResource.com/Meet-the-Team)

SGR's Unique Qualifications

Extensive Network of Prospects

SGR is intent on being a leader in executive recruitment and firmly believes in the importance of proactively building a workforce that reflects the diversity of the communities we serve. We leverage an extensive and diverse network to reach potential applicants.

- Your position will be announced in SGR's Servant Leadership e-newsletter, which reaches over 35,000 subscribers across all 50 states.
- We will send targeted emails to over 5,000 opt-in subscribers of SGR's City & County Management Job Alerts.
- Your position will appear on SGR's Website which attracts approximately 20,000 visitors per month. [GovernmentResource.com/Open-Recruitments](https://www.governmentresource.com/open-recruitments)
- Your position will be posted on SGR's Job Board which typically has over 2,000 job listings at any given time and receives approximately 16,000 unique visitors per month. [SGRJobs.GovernmentResource.com](https://www.sgrjobs.governmentresource.com)
- SGR implements a comprehensive social media marketing campaign that includes custom-made graphics and distribution on SGR's LinkedIn page.
- We frequently collaborate with various local government associations, including the League of Women in Government, Alliance for Innovation, and the National Forum for Black Public Administrators.
- Approximately 65% of semifinalists selected by our clients learn about open recruitments through our website, servant leadership e-newsletter, job board, job alert emails, social media, or personal contact.

Collective Local Government Experience

Our recruiters have decades of experience in local government, as well as regional and national networks of relationships. Our executive recruiters leverage the professional networks of all SGR recruiters when recruiting for a position, enabling outreach to a wide and diverse array of prospective applicants. SGR team members are active on a national basis in local government organizations and professional associations. Many SGR team members frequently speak and/or write on issues of interest to local government executives. SGR can navigate relevant networks as both peers and insiders.

Listening to Your Unique Needs

SGR devotes significant time to actively listening to your organization and helping you define and articulate your needs. We work diligently to conduct a comprehensive recruitment process tailored specifically to your organization. SGR dedicates a prodigious amount of energy to understanding your organization's unique culture, environment, and local issues to ensure an alignment in terms of values, philosophy, and management style perspectives.

While we have established systems for achieving success, we are a "boutique" firm capable of adapting to meet a client's specific needs and providing insights on the pros and cons of their preferred approach.

Trust of Candidates

SGR has a track record of providing remarkable confidentiality and wise counsel to candidates and next-generation leaders, earning their trust. As a result, we can bring exceptional prospects to the applicant pool. Candidates trust SGR to assess the situation accurately, communicate honestly, and maintain their confidentiality to the greatest extent possible.

Accessibility and Communication

Your executive recruiter will keep you informed of the search status and will be readily accessible throughout the recruitment process. Candidates and clients can reach the recruiter at any time via cell phone or email. Additionally, the recruiter maintains communication with active applicants, ensuring they are well-informed about the community and the opportunity.

Comprehensive Evaluation and Vetting of Candidates

SGR offers a comprehensive screening process designed to ensure a thorough understanding of candidate backgrounds and to minimize surprises. Our vetting process for a full-service recruitment includes the following key components:

- Prescreening questions and technical review of resumes
- Cross-communication among our recruiters regarding candidates who have been involved in previous searches, providing greater insight into their background and skills.
- Written questionnaires to gain insights beyond what is available through a resume.
- Recorded two-way semifinalist interviews.
- Media search reports incorporating both internet and social media results tailored to each candidate based on their previous places of residence and work.
- Thorough, automated, and anonymous reference checks that provide feedback on candidates from a well-rounded group of references.
- Background checks completed by a licensed private investigation firm.

Executive Recruitment Clients

SGR has partnered on executive recruitments with more than 450 local government clients in 37 states. We take great pride in the long-term relationships we have developed with many of our clients who continue to partner with us on future recruitment needs.

DEI in Recruitments

SGR is deeply committed to equal employment opportunity and considers it an ethical imperative. We unequivocally reject any form of bias, expecting that candidates be assessed solely based on their ability to perform the job. Encouraging underrepresented demographic groups to apply is a vital aspect of our commitment. While we cannot guarantee the composition of semifinalist or finalist groups, SGR actively fosters relationships and contacts on a national scale to ensure meaningful participation of underrepresented groups. Our recruitment process is consistently evaluated and refined to incorporate a focus on equity and inclusion.

Statistics are a testament to our commitment to diversity and inclusion. In our 2024 placements, 33% of candidates were female and 31% indicated they were a person of color. Our internal hiring practices are designed to attract diverse talent from various backgrounds and experiences. We understand the importance of words, ensuring our recruitment materials are inclusive and reflect an equity-focused perspective.

We also actively recommend advertising placements to attract a diverse applicant pool, leveraging partnerships with organizations such as the League of Women in Government, the Local Government Hispanic Network, and the National Forum of Black Public Administrators. Tracking candidate demographic data helps us proactively recruit traditionally underrepresented candidates for senior management positions in local government. We welcome feedback from our clients and candidates, using post-recruitment surveys to refine our processes and outcomes.

Project Personnel

Jeffrey Tyne, Senior Vice President

Email: JeffTyne@governmentresource.com

Phone: 623-628-1478



Senior Vice President Jeff Tyne joins SGR with over thirty years of experience in local government management. During that time, he cultivated a wealth of expertise across various facets of public administration. His extensive background includes specialized knowledge in public budgeting, strategic management, finance, and comprehensive oversight of diverse operations. Jeff served in multiple leadership roles throughout his distinguished career, culminating in a six-year tenure as the City Manager for Peoria, Arizona.

Jeff holds a Bachelor of Arts in Political Science and a Master of Public Administration, both from Arizona State University. He also attended the Senior Executives in State and Local Government program at Harvard University and is an ICMA Credentialed Manager.

Jeff has always enjoyed being active in the local government profession. For a number of years, Jeff served as a Trustee with the Arizona State Retirement System, the largest pension fund in Arizona. Jeff was also on the Board of Directors for the Arizona City/County Management Association, former chair of the Government Finance Officers Association National Committee on Economic Development and Capital Planning, and served as Past President of the Government Finance Officers Association of Arizona.

Throughout his career, Jeff has consistently recognized the vital link between a community's quality of life and the health of its public organization. He has developed strategic initiatives aimed at fostering stronger connections between his team and the constituents they serve. By aligning elected officials' priorities, upholding professional standards, facilitating positive public engagement, and encouraging individualized staff growth, Jeff firmly believes that local governments can go to great lengths to build the trust and confidence of their community.

Approach and Methodology

A full-service recruitment typically entails the following steps:

- 1. Organization/Position Insight and Analysis**
 - Project Kickoff Meeting and Develop Anticipated Timeline
 - Stakeholder Interviews and Listening Sessions
 - Develop Recruitment Brochure
- 2. Recruitment Campaign and Communication with Candidates**
 - Advertising and Marketing
 - Sourcing Prospective and Active Candidates
 - Communication with Prospective Applicants
 - Communication with Active Applicants
- 3. Initial Screening and Review by Executive Recruiter**
- 4. Search Committee Briefing to Review Applicant Pool and Select Semifinalists**
- 5. Evaluation of Semifinalists**
 - Written Questionnaires
 - Recorded Two-way Semifinalist Interviews
 - Media Searches
- 6. Search Committee Briefing to Select Finalists**
- 7. Evaluation of Finalists**
 - Background Investigation Reports
 - DiSC Management Assessments (if desired, supplemental cost)
 - First Year Plan or Other Advanced Exercise
 - Press Release Announcing Finalists (if requested)
- 8. Interview Process**
 - Face-to-Face Interviews
 - Stakeholder Engagement (if desired)
 - Deliberations
 - Reference Checks (may occur earlier in process)
- 9. Negotiations and Hiring Process**
 - Determine Terms of an Employment Offer
 - Negotiate Terms and Conditions of Employment
 - Press Release Announcing New Hire (if requested)

Step 1: Organization/Position Insight and Analysis

Project Kickoff Meeting and Develop Anticipated Timeline

SGR will meet with the organization at the outset of the project to discuss the recruitment strategy and timeline. At this time, SGR will also request that the organization provide us with photos and information on the community, organization, and position to assist us in drafting the recruitment brochure.

Stakeholder Interviews and Listening Sessions

Stakeholder interviews and listening sessions are integral to SGR's approach. SGR devotes tremendous energy to understanding your organization's unique culture, environment, and goals to ensure you get the right match for your specific needs. Obtaining a deep understanding of your organizational needs is the crucial foundation for a successful executive recruitment. In collaboration with the organization, SGR will compile a list of internal and external stakeholders to meet with regarding the position. These interviews and listening sessions will identify potential issues that may affect the dynamics of the recruitment and contribute to a comprehensive understanding of the position, special considerations, and the political environment. This process fosters organizational buy-in and will assist us in creating the position profile.

Develop Recruitment Brochure

After the stakeholder meetings, SGR will develop a recruitment brochure, which will be reviewed and revised in partnership with your organization until we are in agreement that it accurately represents the sought-after leadership and management attributes.

View sample recruitment brochures here: GovernmentResource.com/Open-Recruitments

Step 2: Recruitment Campaign and Communication with Candidates

Advertising and Marketing

The Executive Recruiter and the client work together to determine the best ways to advertise and recruit for the position. SGR's Servant Leadership e-newsletter, with a reach of over 35,000 subscribers in all 50 states, will announce your position. Additionally, we will send targeted emails to opt-in subscribers of SGR's Job Alerts, and your position will be posted on SGR's website and Job Board. SGR provides a comprehensive social media marketing campaign that includes custom-made graphics and distribution on SGR's LinkedIn page. Furthermore, we will provide a recommended list of ad placements to be approved by the client, targeting the most effective venues for reaching qualified candidates for that particular position.

Sourcing Prospective and Active Candidates

SGR's innovative recruitment strategies are designed to give our clients a competitive edge in attracting and retaining top-tier talent. By employing a dual approach of passive and active candidate sourcing, we tap into a broader talent pool that includes high-caliber professionals who may not be actively job-seeking. Our advanced technology and deep industry connections enable us to identify candidates with the precise skills and cultural fit for your organization. We

round out sourcing efforts through personalized candidate engagement and outreach with a constant focus on transparency and relationship building.

Communication with Prospective Applicants

SGR maintains regular communication with interested prospects throughout the recruitment process. Outstanding candidates often conduct thorough research on the available position before submitting their resumes. As a result, we receive a significant number of inquiries, and it is crucial for the executive search firm to be well-prepared to respond promptly, accurately, and comprehensively, while also offering a warm and personalized approach. This initial interaction is where prospective candidates form their first impression of the organization, and it is an area in which SGR excels.

Communication with Active Applicants

Handling the flow of resumes is an ongoing and significant process. On the front end, it involves tracking resumes and promptly acknowledging their receipt. It also involves timely and personalized responses to any questions or inquiries. SGR maintains frequent communication with applicants to ensure they remain enthusiastic and well-informed about the opportunity. Additionally, SGR communicates with active applicants, keeping them informed about the organization and community.

Step 3: Initial Screening and Review by Executive Recruiter

SGR uses a triage process to identify high-probability, medium-probability, and low-probability candidates. This triage ranking is focused on overall assessment based on interaction with the applicant, qualifications, any known issues concerning previous work experience, and evaluation of cultural fit with the organization.

In contrast with the triage process mentioned above, which focuses on subjective assessment of the resumes and how the candidates present themselves, we also evaluate each candidate to ensure that the minimum requirements of the position are met and determine which preferred requirements are satisfied. This sifting process examines how well candidates' applications align with the recruitment criteria outlined in the position profile.

Step 4: Search Committee Briefing to Review Applicant Pool and Select Semifinalists

At this briefing, SGR will conduct a comprehensive presentation to the Search Committee and facilitate the selection of semifinalists. The presentation will include summary information on the process to date, outreach efforts, the candidate pool demographics, and any identified trends or issues. Additionally, a briefing on each candidate and their credentials will be provided.

Step 5: Evaluation of Semifinalists

The review of resumes is a crucial step in the executive recruitment process. However, resumes may not fully reveal an individual's personal qualities and their ability to collaborate effectively

with others. In some instances, resumes might also tend to exaggerate or inflate accomplishments and experience.

At SGR, we understand the significance of going beyond the surface level of a resume to ensure that candidates who progress in the recruitment process are truly qualified for the position and a suitable match for the organization. Our focus is to delve deeper and gain a comprehensive understanding of the person behind the resume, identifying the qualities that make them an outstanding prospect for your organization.

During the evaluation of semifinalist candidates, we take the initiative to follow up when necessary, seeking clarifications or additional information as needed. This approach ensures that we present you with the most qualified and suitable candidates for your unique requirements. At SGR, our ultimate goal is to match your organization with individuals who possess not only the necessary qualifications but also the qualities that align with your organizational culture and values.

Written Questionnaires

As part of our thorough evaluation process, SGR will request semifinalist candidates to complete a comprehensive written exercise. This exercise is designed to gain deeper insight into the candidates' thought processes and communication styles. Our written instrument is customized based on the priorities identified by the Search Committee. The completed written instrument, along with cover letters and resumes submitted by the candidates, will be included in the semifinalist briefing book.

Recorded Two-Way Semifinalist Interviews

Recorded two-way interviews will be conducted for semifinalist candidates. This approach provides an efficient and cost-effective way to gain additional insights to aid in selecting finalists to invite for an onsite interview. The interviews allow the Search Committee to evaluate technological competence, demeanor, verbal communication skills, and on-camera presence. Additionally, virtual interviews provide an opportunity for the Search Committee to ask candidates questions on specific topics of special interest.

Media Searches

Our media search process involves web-based and social media research, enabling efficient and thorough vetting of candidates and minimizing the risk of overlooking critical information. These media reports have proven helpful by uncovering issues that may not have been previously disclosed by prospective candidates. The recruiter will communicate any "red flags" or noteworthy media coverage to the Search Committee as part of the review of semifinalists with the Search Committee.

Step 6: Search Committee Briefing to Select Finalists

Prior to this briefing, SGR will provide the Search Committee with links to the recorded online interviews and a briefing book on the semifinalist candidates. The briefing book includes cover letters, resumes, and completed questionnaires. The objective of this meeting is to narrow the

list to finalists who will be invited to participate in onsite interviews.

Step 7: Evaluation of Finalists

Background Investigation Reports

Through SGR's partnership with a licensed private investigation firm, we are able to provide our clients with comprehensive background screening reports that include the detailed information listed below.

- Social security number trace
- Address history
- Driving record (MVR)
- Federal criminal search
- National criminal search
- Global homeland security search
- Sex offender registry search
- State criminal court search for states where candidate has lived in previous 10 years
- County wants and warrants for counties where candidate has lived or worked in previous 10 years
- County civil and criminal search for counties where candidate has lived or worked in previous 10 years
- Education verification
- Employment verification for previous 10 years (if requested)
- Military verification (if requested)
- Credit report (if requested)

DiSC Management Assessments (if desired, supplemental cost)

SGR utilizes the DiSC Management assessment tool, which is among the most validated and reliable personal assessment tools available. The DiSC Management assessment provides a comprehensive analysis and report on the candidate's preferences in five crucial areas: management style, directing and delegating, motivation, development of others, and working with their own manager.

For assessments of more than two candidates, a DiSC Management Comparison Report is included, offering a side-by-side view of each candidate's preferred management style.

First-Year Plan or Other Advanced Exercise

SGR will collaborate with your organization, if desired, to create an advanced exercise for the finalist candidates. One such example is a First-Year Plan, where finalist candidates are encouraged to develop a first-year plan based on their current understanding of the position's opportunities and challenges. Other exercises, such as a brief presentation on a topic to be identified by the Recruiter and Search Committee, are also typically part of the onsite interview process to assess finalists' communication and presentation skills, as well as critical analysis abilities.

Step 8: Interview Process

Face-to-Face Interviews

SGR will arrange interviews at a date and time convenient for your organization. This process can be as straightforward or as elaborate as your organization desires. SGR will aid in determining the specifics and assist in developing the interview schedule and timeline. We will provide sample interview questions and participate throughout the process to ensure it runs smoothly and efficiently.

Stakeholder Engagement

At the discretion of the Search Committee, we will closely collaborate with your organization to involve community stakeholders in the interview process. Our recommendation is to design a specific stakeholder engagement process after gaining deeper insights into the organization and the community. As different communities require distinct approaches, we will work together to develop a tailored approach that addresses the unique needs of the organization.

Deliberations

SGR will facilitate a discussion about the finalist interviews and support the Search Committee in making a hiring decision or determining whether to invite one or more candidates for a second interview.

Reference Checks

SGR uses a progressive and adaptive automated reference check system to provide insights on candidates' soft skills from a well-rounded group of references. References may include elected officials, direct supervisors, direct reports, internal organizational peers, professional peers in other organizations, and civic leaders. SGR's reference check platform is anonymous, proven to encourage more candid and truthful responses, thus providing organizations with more meaningful and insightful information on candidates. SGR delivers a written summary report to the organization once all reference checks are completed. The timing of reference checks may vary depending on the specific search process and situation. If finalists' names are made public prior to interviews, SGR will typically contact references before the interview process. If the finalists' names are not made public prior to interviews, SGR may wait until the organization has selected its top candidate before contacting references to protect candidate confidentiality.

Step 9: Negotiations and Hiring Process

Determine Terms of an Employment Offer

Upon request, SGR will provide draft employment agreement language and other helpful information to aid in determining an appropriate offer to extend to your preferred candidate.

Negotiate Terms and Conditions of Employment

SGR will assist to whatever degree you deem appropriate in conducting negotiations with the chosen candidate. SGR will identify and address any special needs or concerns of the selected candidate, including potential complicating factors. With our experience and preparedness, SGR is equipped to facilitate win-win solutions to resolve negotiation challenges.

Press Release (if requested)

Until employment negotiations are finalized, you should exercise caution to avoid the embarrassment of a premature announcement that may not materialize. It is also considered best practice to notify all senior staff and unsuccessful candidates before any media exposure. SGR will assist in coordinating this process and in crafting any necessary announcements or press releases.

Satisfaction Surveys

SGR is committed to following the golden rule, which means providing prompt, professional and excellent communication while always treating every client with honor, dignity and respect. We request clients and candidates to participate in a brief and confidential survey after the completion of the recruitment process. This valuable feedback assists us in our ongoing efforts to improve our processes and adapt to the changing needs of the workforce.

Post-Hire Services

As part of our commitment to ensuring long-term success, SGR is pleased to offer a complimentary, four-hour, leadership development workshop for your organization within 12 months of the successful completion of the executive search. SGR Executive Recruitment clients would be responsible for the travel costs associated with facilitation only—no professional fee (a cost savings of up to \$4,750)! Leadership development workshops are designed to support the newly appointed leader and foster a servant leadership culture within your team, enhancing collaboration and alignment across the organization. Standard leadership development workshops include the following topics:

- Creating a Servant Leadership Culture
- Governance
- Team Building
- Strategic Planning
- Strategic Visioning

We offer additional post-hire services such as executive coaching, team-building retreats, and performance review assistance at the six-month or one-year mark. For more information or to request a customized proposal, please email training@governmentresource.com or visit GovernmentResource.com/leadership-and-professional-development/leadership-development-services/.

Typical Timeline

The timeline below is an example only, and we will work with you to finalize and approve a timeline, with adjustments made if needed after the position is posted. *

Initial Steps Prior to Posting Position:	
<ul style="list-style-type: none"> ● Contract Execution ● Kickoff Meeting to Discuss Recruitment Strategy and Timeline ● Organization/Position Insight and Analysis ● Stakeholder Interviews and Listening Sessions ● Deliverable: Draft Recruitment Brochure ● Deliverable: Recommended Ad Placements ● Organization Approves Ad Placements ● Search Committee Reviews and Approves Brochure 	<p><i>Timing varies. Estimated to take 2 weeks.</i></p>

Task	Week
<ul style="list-style-type: none"> ● Post Position and Firm up Timeline ● Recruitment Campaign and Outreach to Prospective Applicants ● Initial Screening and Review by Executive Recruiter 	Weeks 1-4
<ul style="list-style-type: none"> ● Search Committee Briefing to Review Applicant Pool and Select Semifinalists 	Week 5
<ul style="list-style-type: none"> ● Questionnaires ● Recorded Two-Way Semifinalist Interviews ● Media Searches 	Week 6
<ul style="list-style-type: none"> ● Deliverable: Semifinalist Briefing Books via Electronic Link ● Deliverable: Recorded Interviews 	Week 7
<ul style="list-style-type: none"> ● Search Committee Briefing to Select Finalists 	Week 8
<ul style="list-style-type: none"> ● Background Investigation Reports ● Disc Management Assessments (if desired, supplemental cost) ● First-Year Plan or Other Advanced Exercise (if desired) 	Weeks 9-10
<ul style="list-style-type: none"> ● Deliverable: Finalist Briefing Books via Electronic Link 	Week 11
<ul style="list-style-type: none"> ● Face-to-Face Interviews ● Stakeholder Engagement (if desired) ● Deliberations ● Reference Checks (may occur earlier in process) ● Negotiations and Hiring Process 	Week 12

* Timeline is dependent upon Search Committee availability and Holidays. Organization agrees to timely provide photos/graphics and information necessary to develop recruitment brochure, narrow candidate field, and conduct candidate screening; failure to do so, may in SGR's reasonable discretion, extend timeline and can negatively impact the outcome of the process.

Fee Proposal

Not-to-Exceed Price: \$29,419

Not-to-Exceed Price is comprised of:

- **Fixed Fee of \$26,919**
- **Up to \$2,500 in Ad Placements (billed at actual cost)**

The Fixed Fee includes:

- Stakeholder Interviews and Listening Sessions
- Production of a Professional Recruitment Brochure
- Recruitment Campaign and Outreach:
 - Outreach to Prospective Applicants
 - Custom Graphics for Email and Social Media Marketing
 - Announcement in SGR's Servant Leadership e-Newsletter
 - Post on SGR's Website
 - Ad on SGR's Job Board
 - Two (2) Targeted Job Blasts to SGR's Opt-In Subscriber Database
 - Promotion on SGR's LinkedIn
- Application Management, Screening, and Evaluation
- Semifinalist Evaluation:
 - Questionnaires for up to 15 Semifinalists
 - Recorded Two-Way Interviews for up to 15 Semifinalists
 - Media Searches for up to 15 Semifinalists
- Semifinalist Briefing Books via Electronic Link
- Background Investigation Reports for up to Five (5) Finalists
- Finalist Briefing Books via Electronic Link
- Reference Checks for up to Five (5) Finalists
- Up To Two (2) Onsite Visits by the Recruiter for 1-3 days each, Inclusive of Travel Costs

Reimbursable Expenses included in the not-to-exceed price:

- Ad placements up to \$2,500 will be billed at the actual cost with no markup for overhead and are incorporated into our not-to-exceed price.

Reimbursable Expenses not included in the not-to-exceed price:

- Ad placements over and above \$2,500 will be billed back at actual cost with no markup for overhead.

Supplemental Services/Other Expenses not included in the fixed or not-to-exceed price:

- There may be additional charges for substantial and substantive changes made to the recruitment brochure after the brochure has been approved by the Organization and the position has been posted online. Organization would be notified of any supplemental costs prior to changes being made.
- At your request, SGR can conduct an online stakeholder survey for \$1,531 to help identify key issues or priorities that you may want to consider prior to launching the search. SGR provides recommended survey questions and sets up an online survey. Stakeholders are directed to a web page or invited to take the survey by email. A written summary of results is provided to the Organization. Please note that this type of survey may extend the recruitment timeline.
- Additional questionnaires over and above the 15 included in the Fixed Fee - \$230 per candidate.
- Additional online interviews over and above the 15 included in the Fixed Fee - \$256 per candidate.
- Additional media search reports over and above the 15 included in the Fixed Fee - \$766 per candidate.
- Additional background investigation reports over and above the maximum of five (5) included in the Fixed Fee - \$511 per candidate.
- Additional reference checks over and above the maximum of five (5) included in the Fixed Fee - \$256 per candidate.
- DiSC Management assessments - \$179 per candidate.
- Semifinalist and finalist briefing materials will be provided to the Organization via an electronic link. Should the Organization request printing of those materials, the reproduction and shipping of briefing materials will be outsourced and be billed back at actual cost.
- Additional onsite visits by the recruiter over and above the quantity included in the fixed price are an additional cost. Travel time and onsite time are billed at a professional fee of \$1,021 per day. Meals are billed back at a per diem rate of \$18 for breakfast, \$20 for lunch, and \$32 for dinner. Mileage will be reimbursed at the current IRS rate. All other travel-related expenses are billed back at actual cost with no markup for overhead.
- SGR Executive Recruitment clients wishing to utilize the complimentary leadership development workshop would be responsible for the travel costs associated with facilitation only. Meals are billed back at a per diem rate of \$18 for breakfast, \$20 for lunch, and \$32 for dinner. Mileage will be reimbursed at the then-current IRS rate. All other travel-related expenses are billed back at actual cost with no markup for overhead.
- The organization bears the cost of candidate travel, and candidates are reimbursed directly by the organization.
- If the organization desires any supplemental services not mentioned in this fee proposal, an estimate of the cost will be provided at that time, and no work shall be done without approval.

Billing

SGR will bill the fixed fee in three (3) installments: 35% upon contract execution, 35% after the applicant pool is presented, and 30% after finalist interviews. Ad placement expenses and supplemental services/other expenses will be billed as incurred or provided. Balances that are unpaid after the payment deadline are subject to a fee of 5% per month or the maximum lawful rate, whichever is less, on the owed amount every month, charged monthly until the balance is paid.

Terms and Conditions

- The organization agrees not to discriminate against any candidate on the basis of age, race, creed, color, religion, sex, sexual orientation, national origin, disability, marital status, or any other basis that is prohibited by federal, state, or local law.
- The organization agrees to refer all prospective applicants to SGR and not to accept applications independently during the recruitment process.
- The organization agrees to provide SGR with any candidates that were previously accepted as applicants for the given position before engaging SGR to conduct the recruitment for the subject position.
- If the organization wishes to place ads in local, regional, or national newspapers, the organization shall be responsible for paying directly for the ads and for placing the ads using language provided by SGR.
- The organization bears the cost of candidate travel, and candidates are reimbursed directly by the organization.

Placement Guarantee

SGR is committed to your satisfaction with the results of our full service recruitment process. If, for any reason, you are not satisfied, we will repeat the entire process one additional time, and you will be charged only for expenses as described in the Fee Proposal under Supplemental Services. Additionally, we promise not to directly solicit any candidate selected under this engagement for another position while they are employed with your organization.

In the event that you select a candidate fully vetted by SGR, who subsequently resigns or is released for any reason within 12 months of their hire date, we are committed to conducting a one-time additional executive search to identify a replacement. In this case, you will only be charged for related expenses as described in the Fee Proposal.

If your organization circumvents SGR's recruitment process and selects a candidate who did not participate in the full recruitment process, the placement guarantee will be null and void. Additionally, SGR does not provide a guarantee for candidates placed as a result of a partial recruitment effort or limited scope recruitment.

SGR Similar Recruitments

City & County Management Recruitments, 2019-Present

In Progress

- Aledo, Texas (pop. 7,000) - City Manager
- Cameron, Missouri (pop. 8,300) - City Manager
- Canadian, Texas (pop. 2,300) - City Manager
- Elgin, Texas (pop. 12,800) - City Manager
- Florence, Colorado (pop. 3,800) - City Manager
- Iowa Colony, Texas (pop. 17,200) - City Manager
- Ketchikan, Alaska (pop. 8,200) - City Manager/Ketchikan Public Utilities General Manager
- Madisonville, Texas (pop. 4,600) - City Manager
- Olathe, Kansas (pop. 149,000) - City Manager
- Pacific, Missouri (pop. 7,800) - City Administrator
- Palmer Lake, Colorado (pop. 2,600) - Town Administrator
- Perryton, Texas (pop. 8,500) - City Manager
- Portland, Oregon (pop. 650,000) - City Administrator
- Waco, Texas (pop. 145,000) - City Manager

2025

- Abilene, Texas (pop. 125,000) - City Manager
- Argyle, Texas (pop. 6,000) - Town Administrator
- Athens-Clarke County Unified Government, Georgia (pop. 130,000) - County Manager
- Battle Creek, Michigan (pop. 52,700) - City Manager
- Biddeford, Maine (pop. 22,300) - City Manager
- Blaine, Minnesota (pop. 75,900) - City Manager
- Bonner Springs, Kansas (pop. 7,600) - City Manager
- Clay County, Missouri (pop. 260,000) - County Administrator
- Dundee, Florida (pop. 5,700) - Town Manager
- Finney County, Kansas (pop. 38,000) - County Administrator
- Garden Ridge, Texas (pop. 5,000) - City Manager
- Heath, Texas (pop. 10,400) - City Manager
- Jonestown, Texas (pop. 2,500) - City Administrator
- La Junta, Colorado (pop. 7,200) - City Manager
- Lamar, Colorado (pop. 7,700) - City Administrator
- North Central Texas Council of Governments (NCTCOG), Texas - Executive Director
- Oak Point, Texas (pop. 6,000) - City Manager
- Plainview, Texas (pop. 20,000) - City Manager
- Sedalia, Missouri (pop. 22,000) - City Administrator
- Springfield, Missouri (pop. 170,200) - City Manager
- Stevenson, Washington (pop. 1,600) - City Administrator
- Trinidad, Colorado (pop. 8,100) - City Manager

2024

- Brunswick, Maine (pop. 21,800) - Town Manager
- Chester County, Pennsylvania (pop. 540,000) - Chief Executive Officer
- Coffeyville, Kansas (pop. 8,800) - City Manager
- Des Moines, Washington (pop. 32,400) - City Manager
- Duncan, Oklahoma (pop. 23,000) - City Manager
- DuPont, Washington (pop. 10,200) - City Administrator
- Edwardsville, Kansas (pop. 4,700) - City Manager
- Leander, Texas (pop. 67,000) - City Manager
- Leavenworth, Kansas (pop. 37,600) - City Manager
- Manhattan, Kansas (pop. 55,000) - City Manager
- Marysville, Kansas (pop. 3,500) - City Administrator
- Medford, Oregon (pop. 90,900) - City Manager
- Miami, Oklahoma (pop. 12,200) - City Manager
- New Rochelle, New York (pop. 80,800) - City Manager
- New Smyrna Beach, Florida (pop. 32,400) - City Manager
- Orono, Maine (pop. 11,400) - Town Manager
- San Juan County, Washington (pop. 18,600) - County Manager
- St. Joseph, Missouri (pop. 72,000) - City Manager
- Topeka, Kansas (pop. 125,500) - City Manager
- Treasure Island, Florida (pop. 6,500) - City Manager

2023

- Camp Verde, Arizona (pop. 12,000) - Town Manager
- Cleburne, Texas (pop. 33,000) - City Manager
- Bristol, Tennessee (pop. 27,000) - City Manager
- Dobbs Ferry, New York (pop. 11,000) - Village Administrator
- Gatesville, Texas (pop. 16,000) - City Manager
- Glastonbury, Connecticut (pop. 35,000) - Town Manager
- Great Bend, Kansas (pop. 15,000) - City Administrator
- Justin, Texas (pop. 5,000) - City Manager
- Lafayette, Colorado (pop. 30,000) - City Administrator
- Laredo, Texas (pop. 256,000) - City Manager
- Largo, Florida (pop. 84,000) - City Manager
- Lawton, Oklahoma (pop. 90,000) - City Manager
- Mexia, Texas (pop. 7,000) - City Manager
- Nassau Bay, Texas (pop. 5,000) - City Manager
- Navajo County, Arizona (pop. 106,000) - County Manager
- Ottawa, Kansas (pop. 12,500) - City Manager
- Parker, Arizona (pop. 3,500) - Town Manager
- Rowlett, Texas (pop. 68,000) - City Manager
- Shawnee, Kansas (pop. 69,000) - City Manager
- Snoqualmie, Washington (pop. 14,000) - City Administrator

- Snyder, Texas (pop. 11,000) - City Manager
- Stillwater, Oklahoma (pop. 48,000) - City Manager
- Trophy Club, Texas (pop. 13,000) - Town Manager
- Williston, North Dakota (pop. 29,000) - City Administrator

2022

- Aledo, Texas (pop. 5,500) - City Manager
- Blaine, Washington (pop. 6,000) - City Manager
- Crandall, Texas (pop. 4,000) - City Manager
- Dalhart, Texas (pop. 8,500) - City Manager
- Edinburg, Texas (pop. 100,000) - City Manager
- Fort Collins, Colorado (pop. 175,000) - City Manager
- Frisco, Colorado (pop. 3,000) - Town Manager
- Graham, Texas (pop. 8,000) - City Manager
- Hutto, Texas (pop. 40,000) - City Manager
- Johnston, Iowa (pop. 24,000) - City Administrator
- Kennebunk, Maine (pop. 11,000) - Town Manager
- Kennedale, Texas (pop. 9,000) - City Manager
- Ketchikan, Alaska (pop. 8,000) - City Manager/Public Utilities General Manager
- Klamath Falls, Oregon (pop. 22,000) - City Manager
- Leawood, Kansas (pop. 34,000) - City Administrator
- Levelland, Texas (pop. 14,000) - City Manager
- Live Oak, Texas (pop. 16,000) - City Manager
- Madisonville, Texas (pop. 4,500) - City Manager
- Manor, Texas (pop. 15,000) - City Manager
- Marshall, Texas (pop. 23,000) - City Manager
- Mineral Wells, Texas (pop. 15,000) - City Manager
- Mont Belvieu, Texas (pop. 8,000) - City Manager
- Montgomery, Texas (pop. 2,400) - City Administrator
- Parkville, Missouri (pop. 7,000) - City Administrator
- Rocky Hill, Connecticut (pop. 21,000) - Town Manager
- Sunnyvale, Texas (pop. 8,000) - Town Manager
- Tolland, Connecticut (pop. 15,000) - Town Manager
- Walla Walla, Washington (pop. 34,000) - City Manager
- West Lake Hills, Texas (pop. 3,000) - City Administrator
- Wethersfield, Connecticut (pop. 26,000) - Town Manager
- Wickenburg, Arizona (pop. 7,500) - Town Manager

2021

- Bainbridge Island, Washington (pop. 25,000) - City Manager
- Breckenridge, Texas (pop. 5,000) - City Manager
- Bridgeport, Texas (pop. 6,500) - City Manager
- Briarcliff Manor, New York (pop. 8,000) - Village Manager
- Chandler, Arizona (pop. 270,000) - City Manager

- Chanhassen, Minnesota (pop. 27,000) - City Manager
- Chickasha, Oklahoma (pop. 16,000) - City Manager
- Choctaw, Oklahoma (pop. 12,000) - City Manager
- Clermont, Florida (pop. 44,000) - City Manager
- Flower Mound, Texas (pop. 79,000) - Town Manager
- Johnson City, Tennessee (pop. 65,000) - City Manager
- Kennett Square, Pennsylvania (pop. 6,000) - Borough Manager
- Lago Vista, Texas (pop. 8,000) - City Manager
- Lamar, Colorado (pop. 7,500) - City Administrator
- Monett, Missouri (pop. 9,000) - City Administrator
- North Port, Florida (pop. 77,000) - City Manager
- Port Chester, New York (pop. 30,000) - Village Manager
- Sherwood, Oregon (pop. 20,000) - City Manager
- Spokane, Washington (pop. 220,000) - City Administrator

2020

- Argyle, Texas (pop. 4,000) - Town Administrator
- Bay City, Texas (pop. 17,000) - City Manager
- Bedford, Texas (pop. 49,000) - City Manager
- Boerne, Texas (pop. 16,000) - City Manager
- Castroville, Texas (pop. 3,000) - City Administrator
- Clinton, Connecticut (pop. 13,500) - Town Manager
- Commerce, Texas (pop. 9,000) - City Manager
- Covington, Georgia (pop. 14,000) - City Manager
- DeSoto, Texas (pop. 56,000) - City Manager
- Duncanville, Texas (pop. 40,000) - City Manager
- Hutchinson, Kansas (pop. 42,000) - City Manager
- Iola, Kansas (pop. 5,500) - City Administrator
- Johns Creek, Georgia (pop. 84,000) - City Manager
- Joplin, Missouri (pop. 50,000) - City Manager
- Miami, Oklahoma (pop. 13,500) - City Manager
- Mission Hills, Kansas (pop. 3,500) - City Administrator
- Nacogdoches, Texas (pop. 33,000) - City Manager
- Santa Fe, Texas (pop. 13,000) - City Manager
- Tigard, Oregon (pop. 53,000) - City Manager
- Westworth Village, Texas (pop. 3,000) - City Administrator

2019

- Blaine, Minnesota (pop. 65,000) - City Manager
- Bullard, Texas (pop. 4,000) - City Manager
- Campbell County, Wyoming (pop. 46,000) - Commissioners' Administrative Director/County Administrator
- Canyon, Texas (pop. 15,000) - City Manager
- Copperas Cove, Texas (pop. 34,000) - City Manager

- Killeen, Texas (pop. 145,000) - City Manager
- Kingsville, Texas (pop. 26,000) - City Manager
- Lenexa, Kansas (pop. 55,000) - City Manager
- Mineral Wells, Texas (pop. 15,000) - City Manager
- Orange, Texas (pop. 19,000) - City Manager
- Palm Coast, Florida (pop. 86,000) - City Manager
- South Windsor, Connecticut (pop. 26,000) - Town Manager
- Springfield, Oregon (pop. 62,000) - City Manager
- Terrell, Texas (pop. 17,000) - City Manager
- Tolland, Connecticut (pop. 15,000) - Town Manager
- Vail, Colorado (pop. 5,000) - Town Manager
- Venus, Texas (pop. 5,000) - City Administrator
- Victoria, Texas (pop. 67,000) - City Manager
- West Lake Hills, Texas (pop. 3,000) - City Administrator



CITY MANAGER

Olathe, Kansas

Annual Salary:
Competitive DOE/DOQ



Are you a decisive, visionary, strategic leader who thrives in complexity and can inspire people and drive excellence across all facets of city government? If so, apply to be Olathe's next City Manager!

The City of Olathe is seeking an exceptional communicator and relationship-builder who can:

- Shepherd organizational culture and continuous improvement with a focus on innovative workforce strategies.
- Drive strategic planning.
- Provide hands-on financial stewardship for a \$1B+ organization.
- Lead economic development, downtown redevelopment and major initiatives.

This is a rare opportunity to lead one of the nation's most well-run and liveable cities.

Olathe: Setting the Standard for Excellence in Public Service – read on to learn more!

ABOUT THE COMMUNITY

Olathe, Kansas, the “capital” of Johnson County, is a vibrant, fast-growing community that blends suburban comfort with cosmopolitan amenities. Consistently ranked as one of the best places to live in Kansas and in the Country, Olathe is known for its excellent schools, thriving economy and innovative city services. Olathe continues to attract families, entrepreneurs, and businesses seeking opportunity in a welcoming environment.

Located just 20 miles southwest of downtown Kansas City, Olathe offers outstanding connectivity to regional transportation, professional sports, major employers, healthcare, and higher education. The community enjoys a revitalized downtown, accessible parks and trails, and unique destinations such as a soon to be completed ultra-accessible theme park and arena.

As the international home of Garmin, and with businesses such as Honeywell, John Deere, and Amazon, Olathe has a thriving business environment with tremendous opportunity for the future. It is also home to Kansas State University/Olathe and Mid-America Nazarene University, both offering high quality higher education and workforce development. At the same time, Olathe maintains its small-town feel while offering modern amenities, diverse housing options and a nationally recognized quality of life. Residents value its affordability, strong sense of community and the city’s forward-thinking strategic plan, Olathe 2040: Future Ready.



POPULATION
146,000+



MEDIAN HOUSEHOLD INCOME
\$113,624



MEDIAN HOME VALUE
\$437,600+
AVERAGE MONTHLY RENT
\$2095

Olathe 2040:
Future Ready



History



Elevate Olathe



GOVERNANCE & ORGANIZATION

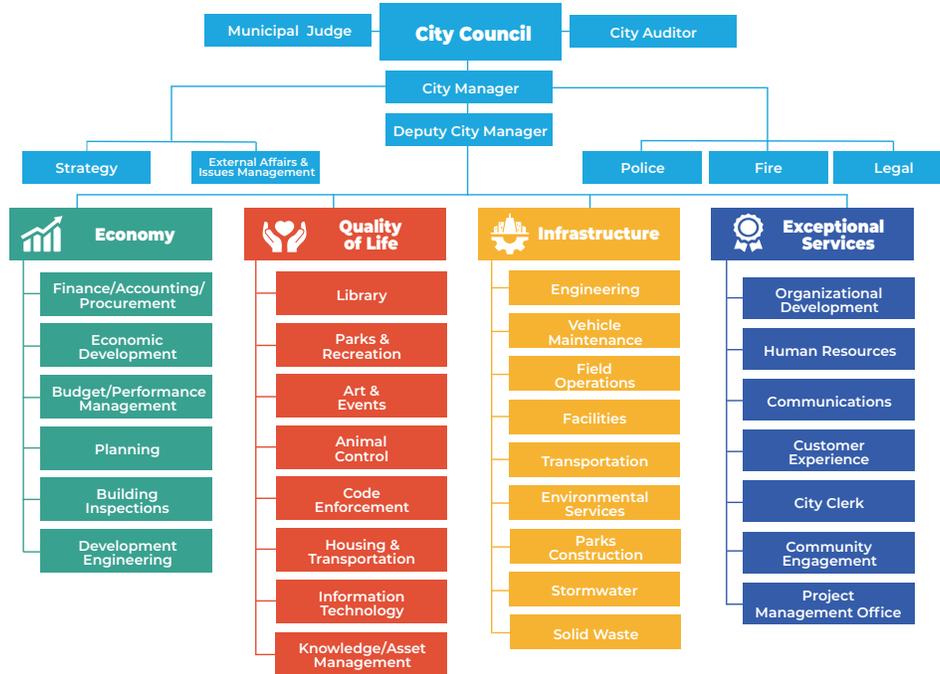
Olathe operates under a Council-Manager form of government. The City Council is made up of a directly-elected Mayor and six other Council Members all serving staggered four-year terms.

Olathe is a full service city including:

- Public Safety (Police, Fire, Emergency Services)
- Water, Sewer, Solid Waste Services; and other public works services
- Parks, Recreation, Libraries, and Cultural Services
- Economic Development and Community Planning

Olathe is recognized as one of the most effective, innovative city governments in America, with a high performance team and a culture of excellence embraced across all departments. Olathe has a national reputation as one of the most effective, innovative city governments in America, with a values-based, customer-focused, metric-driven culture embraced across all departments.





THE JOB

As the City's chief administrative officer, the City Manager provides visionary leadership and ensures the delivery of high-quality municipal services.

The next City Manager will:

- Sustain and build upon Olathe's strong organizational culture.
- Lead long-range financial planning and economic development.
- Champion community redevelopment.
- Guide major infrastructure and continuing downtown revitalization projects.
- Be willing to take smart risks and be a change agent when necessary.
- Continue to drive operational excellence across all lines of business.
- Serve as a visible, trusted leader, building strong relationships with residents and stakeholders.

CITY QUICK FACTS



EMPLOYEES

1500+



DEPARTMENT BUDGET

\$627M | \$741M

OPERATING

CIP

KEY PROJECTS FOR 2026

- I-35/SANTA FEE INTERCHANGE (\$290M PROJECT)
- FIRE STATION 9 CONSTRUCTION AND POLICE FIRING RANGE.
- DOWNTOWN REDEVELOPMENT PROJECT INCLUDING RELOCATION OF POST OFFICE
- DEVELOPMENT OF A NEW ANIMAL CARE FACILITY
- CONSTRUCTION OF A NEW PARKING GARAGE IN DOWNTOWN
- APPROVAL OF NEW COMPREHENSIVE PLAN: ELEVATE OLATHE 2040
- PRIVATELY DEVELOPED ULTRA-ACCESSIBLE THEME PARK AND ARENA PROJECT



THE IDEAL CANDIDATE

The ideal candidate will be a driven, forward-looking, innovative leader with a proven track record in local government management. They will demonstrate impeccable integrity, political astuteness while remaining apolitical, and place a high value on community engagement.

This leader should bring strong generalist skills across finance, planning, redevelopment, and public safety while surrounding themselves with talented subject-matter-experts. They must be a consensus-builder, coach, and strong communicator who can navigate adaptive challenges with diplomacy.

Olathe seeks an energetic, servant leader, someone relatable and accessible who values teamwork and collaboration. The successful candidate will be inspirational, foster innovation, and build lasting relationships, ensuring Olathe continues to thrive as one of America's most admired cities.

EXPERIENCE & QUALIFICATIONS

Required:

- Master's degree in Public Administration, Business Administration, or related field.
- 10+ years of progressively responsible local government experience, including executive leadership.
- Demonstrated knowledge of modern public administration and municipal management practices.
- Permanent residency in Olathe within 6 months of appointment.

Preferred:

- Prior experience as senior executive in a full-service city.
- Strong background in economic development, redevelopment, and public finance.
- Credentialing and/or professional certifications (e.g., ICMA-CM).

What our residents are saying...

The City outperformed national benchmarks by more than 20% in 39 key areas, including parks and recreation, public safety, and street maintenance. Located in the heart of Johnson County, Olathe is a thriving Kansas community known for its strong local services, excellent schools, and commitment to maintaining a high quality of life for residents.

81/100

CUSTOMER SERVICE

89/100

OVERALL QUALITY OF SERVICE

232

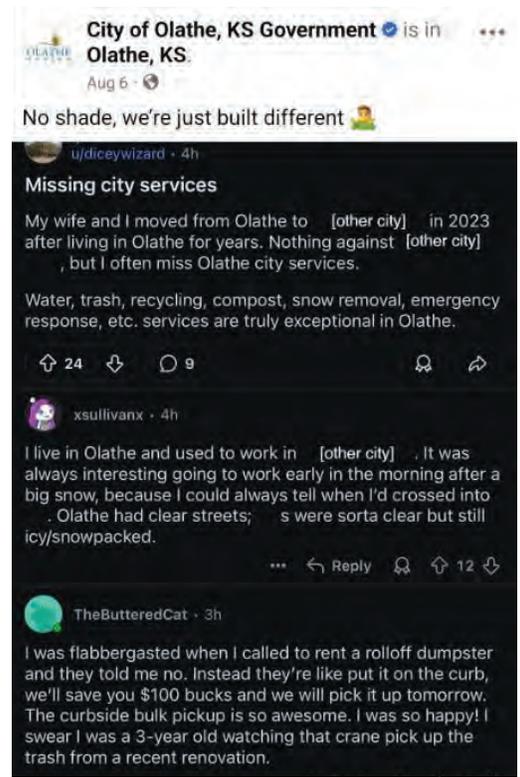
54 points above the national average

COMPOSITE SCORE

outperformed the national average by

>20%

Source: [ETC Institute - Leading the Way Awards \(Olathe\)](#)



SALARY & BENEFITS

Compensation: Competitive depending on experience/depending on qualifications. City contributes annually to deferred compensation.

Allowances: Car and phone allowances.

Health Benefits: Comprehensive healthcare with on-site health center, including physical therapy, behavioral health, and medical care — 100% City paid.

Paid Leave: 30 days of vacation annually, plus generous sick leave and holidays.

Retirement: Kansas Public Employees Retirement System (KPERs), plus deferred compensation options.

Additional Benefits:

- Strong employee wellbeing initiatives, including onsite Wellbeing Center and physical therapy services.
- Tuition assistance and professional development opportunities (e.g., ProSci change management, leadership programs).
- Access to Employee Assistance Program and mental health partnerships.
- Work-life balance supported by innovative organizational culture and flexible programs.

The City of Olathe consistently earns high employee engagement scores, with over 93% of staff reporting high or moderate engagement and 84% proud to work for the City.

[List of Full Benefits](#)



HOW TO APPLY

[Apply Here](#)



For more information on this position, contact:

Mark McDaniel, Senior Vice President, Executive Recruitment

markmcdaniel@governmentresource.com | 817-773-6558

The City of Olathe is an Equal Opportunity Employer and does not discriminate on the basis of race, religion, color, sex, disability, national origin, ancestry, marital status, familial status, military status, sexual orientation, or gender identity. Applicants selected as finalists for this position will be subject to a comprehensive background check.

**Agreement for Executive Recruitment Services (“PROJECT”)
to City of Alliance, Nebraska (“CLIENT”) between
CLIENT and Strategic Government Resources, Inc., DBA SGR (“SGR”)**

SGR and CLIENT (together, “Parties”) agree as follows, effective upon the date of the later signature below, in consideration of the mutual promises contained in this Agreement and other good and valuable consideration, the sufficiency of which each Party hereby acknowledges.

1. SGR promises and agrees:

- A. To perform the services described in SGR’s Proposal for PROJECT dated October 14, 2025 (“PROPOSAL”) substantially in the timeframe projected in the PROPOSAL.
- B. To honor the Placement Guarantee stated in the PROPOSAL.
- C. To comply with all applicable open records, public information and similar laws, and consult with CLIENT if SGR is asked for information before disclosure, unless prevented by court order or law from doing so.

2. CLIENT promises and agrees:

- A. To pay SGR promptly as billed or invoiced for such services in accordance with the amounts stated in PROPOSAL, including Reimbursable Expenses and costs of any Supplemental Services or Other Expenses that CLIENT selects. Balances that are unpaid after the payment deadline are subject to a fee of 5% per month or the maximum lawful rate, whichever is less, on the owed amount every month, charged monthly until the balance is paid.
- B. To timely provide photos/graphics and information necessary to develop recruitment brochure, narrow candidate field, and conduct candidate screening and interviews; failure to do so may, in SGR’s reasonable discretion, extend timeline and can negatively impact the outcome of the process.
- C. To respond to drafts of documents and reports in a timely manner; failure to do so may, in SGR’s reasonable discretion, extend timelines and can negatively impact the outcome of the process.
- D. To refer all prospective applicants to SGR and not to accept applications independently during the recruitment process.
- E. To provide legal opinions to SGR regarding when and if any information relating to the PROJECT must or should be released in accordance with public information laws or legal process.
- F. That if CLIENT receives an open records request related to this PROJECT, CLIENT shall notify and share the request with SGR in writing as soon as possible but within no more than three (3) business days of receipt and that CLIENT shall provide sufficient time for SGR to notify and provide advance notice to the impacted individuals prior to CLIENT releasing the required information with protected information redacted.
- G. To directly reimburse finalists for travel-related expenses relating to in-person interviews.
- H. That CLIENT is ultimately responsible for candidate selections and CLIENT will not discriminate against any candidate on the basis of age, race, creed, color, religion, sex, sexual orientation, national origin, disability, marital status, or any other basis that is prohibited by federal, or applicable state, or local law.
- I. To comply with the Fair Credit Reporting Act.
- J. To cooperate with SGR and not impede SGR from performing its obligations to CLIENT.

3. Additional Terms and Conditions:

- A. The PROPOSAL is incorporated herein for all purposes including all terms defined therein, but if there is any conflict or inconsistency between the terms or conditions of this Agreement, this Agreement controls.
- B. SGR may substitute personnel other than those initially placed, who have substantially equivalent training and experience and subject to approval of CLIENT, due to factors such as SGR employee/consultant turnover, developing needs of the PROJECT, or CLIENT's request.
- C. CLIENT grants SGR permission to use any name, logo, or other identifying mark of CLIENT in SGR's social media content to refer to the relationship established by this agreement.
- D. Remedies
 - i. CLIENT can terminate this agreement at any time for no reason upon giving SGR seven (7) days advance written notice of the termination date. In such an event, SGR shall be compensated for all work satisfactorily performed up to and through the termination date.
 - ii. SGR can terminate this agreement upon seven (7) days advance written notice of the termination date to CLIENT if CLIENT has failed to promptly pay in full any undisputed portion of any bill or invoice (if the dispute is in good faith) or has failed to perform its contractual promises in a manner that materially impedes SGR's ability to successfully perform its obligations, including identifying and attracting qualified candidates. In such an event, SGR shall be compensated for all work satisfactorily performed up to and through the termination date.
- E. CLIENT acknowledges that the nature of executive recruitment is such that SGR engages in discussions with prospects through the process who may or may not ultimately become a candidate, and that SGR is utilizing its proprietary network of relationships to identify and engage prospective candidates, and that premature release of such proprietary information, including names of prospective candidates with whom SGR may be having conversations as part of the recruitment process, may be damaging to the prospects, CLIENT, and SGR. Accordingly, CLIENT acknowledges and, to the extent permitted by law, agrees that all information related to this search is proprietary, and remains the property of and under the exclusive control of SGR, regardless of whether such information has been shared with CLIENT.
- F. There are no third-party beneficiaries to this Agreement.
- G. If any term or condition of this Agreement is invalidated by final judgment of a court of competent jurisdiction or becomes impossible to perform, the Parties will confer about whether to continue performance without amending the Agreement, without prejudice to either Party's right to terminate the Agreement without cause.
- H. This Agreement embodies the complete and final understandings, contract, and agreement between the Parties, superseding any and all prior written or verbal representations, understandings, or agreements pertaining to this PROJECT. This Agreement can be modified only by signed written amendment. Electronic communications purporting to amend this Agreement will be effective only if the electronic communication includes specific reference to this Agreement or PROJECT.
- I. This Agreement will be governed by the substantive laws of the State of Nebraska without regard to the jurisdiction's choice-of-law doctrines. Venue for any litigation relating to this Agreement will be exclusively in Box Butte County of the State of Nebraska.

- J. To the extent it may be permitted to do so by applicable law, CLIENT does hereby agree to defend, hold harmless, and indemnify SGR, and all officers, employees, and contractors of SGR, from any and all demands, claims, suits, actions, judgments, expenses, and attorneys' fees incurred in any legal proceedings brought against them as a result of action taken by SGR, its officers, employees, and contractors, providing the incident(s), which is (are) the basis of any such demand, claim, suit, actions, judgments, expenses, and attorneys' fees, arose or does arise in the future from an act or omission of SGR acting within the course and scope of SGR's engagement with CLIENT; excluding, however, any such demand, claim, suit, action, judgment, expense, and attorneys' fees for those claims or any causes of action where it is determined that SGR committed official misconduct, or committed a willful or wrongful act or omission, or an act or omission constituting gross negligence, or acted in bad faith. In the case of such indemnified demand, claim, suit, action, or judgment, the selection of SGR's legal counsel shall be with the mutual agreement of SGR and CLIENT if such legal counsel is not also CLIENT's legal counsel. A legal defense may be provided through insurance coverage, in which case SGR's right to agree to legal counsel provided will depend on the terms of the applicable insurance contract. The provisions of this paragraph shall survive the termination, expiration, or other end of this agreement and/or SGR's engagement with CLIENT.
- K. Notices related to this Agreement will go to the respective Parties as follows but either Party can change the addressee for notices to that Party by written notice to the other Party.
- i. For the purposes of this Agreement, legal notice shall be required for all matters involving potential termination actions, litigation, indemnification, and unresolved disputes. This does not preclude legal notice for any other actions having a material impact on the Agreement.
 - ii. Any notice required be given by this Agreement shall be deemed to have been given within three (3) days of emailing or depositing in the mail.

Legal Notices:

SGR

Attn: Melissa Valentine, Corporate Secretary
 PO Box 1642
 Keller, TX 76244
Melissa@GovernmentResource.com

CLIENT

Attn:
 Address:
 Email:

PROJECT Representative:

SGR

Rebecca L. Fleury
 President of Executive Recruitment
RebeccaFleury@GovernmentResource.com
 817-337-8581

CLIENT

Name:
 Title:
 Email:
 Phone:

Billing and Invoicing:

SGR

Attn: Finance

Finance@GovernmentResource.com

817-337-8581

CLIENT

Name:

Title:

Email:

Phone:

- L. Unless sooner terminated, this Agreement shall terminate at such time as the PROJECT is completed and the requirements of this Agreement are satisfied, except that duties of payment, information disclosure, placement guarantee, and any representations and warranties survive this Agreement.
- M. The Parties and each individual who executes this Agreement on behalf of a Party represent and warrant to the other Party that as to each Party's respective signatory, that signatory is authorized by their Party to execute this Agreement and to bind their Party hereto.
- N. Time is of the essence to this Agreement.
- O. This Agreement may be executed in counterparts which together will comprise the Agreement.
- P. This Agreement is subject to appropriation of funds by CLIENT.

SGR

CLIENT

Signature

Printed Name:

Title:

Date:

Signature

Printed Name:

Title:

Date: