



City of Tecumseh

DOWNTOWN REVITALIZATION PROJECT

Community Development Block Grant Phase I Planning Study



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(available upon request)



Executive Summary

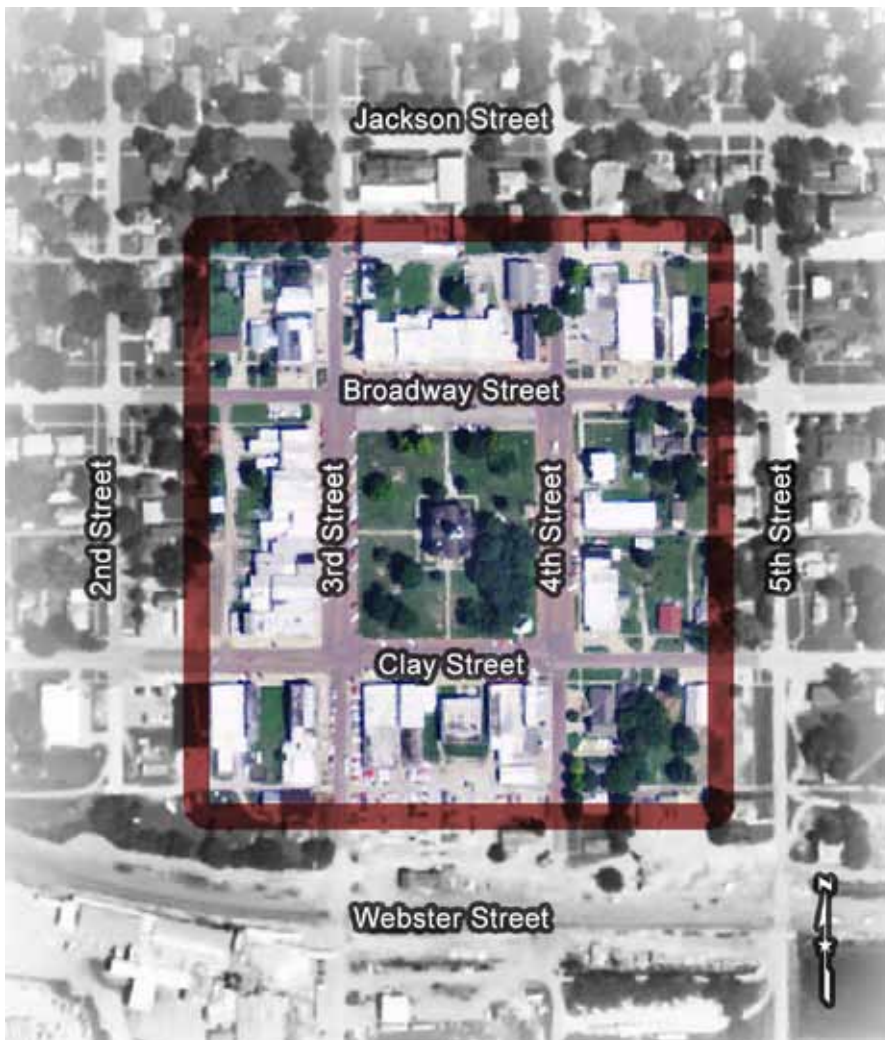
Scope

The future vision for the Tecumseh Historic Downtown Square is outlined in this study which is a culmination of numerous meetings with the Steering Committee, City Staff, County Officials, and the Citizens of Tecumseh.

Expanding upon momentum regenerated in the past, a general consensus amongst the Steering Committee members was established, which resulted in the most economical revitalization plan for the downtown square. After focusing on the highest priority improvements that primarily included the basic infrastructure, secondary improvements naturally evolved. Secondary improvements included: streetscaping, wayfinding, and building facades. Again working as a team, the Steering Committee formed general consensus related to the secondary improvements so a comprehensive plan could be formed.

Recommendations

With the input and support of all parties involved in this process, this study should be used as a guide for both current and future planning purposes. Just as important, it can be used as a tool to apply for grants and future funding of the downtown square. Below is a map of the limits of the Downtown Revitalization Project.



STUDY AREA

Project History

Purpose

The City of Tecumseh has been fortunate to receive CDBG funding for Downtown Revitalization through the Nebraska Department of Economic Development (NEDED). The two phased projects created by NEDED provide an opportunity for cities in Phase I to focus on the critical needs in their downtowns, planning for revitalization to address those needs, prioritizing revitalization efforts, and then using Phase II to incorporate the most critical needs.

Background

The City of Tecumseh comprising of the business owners, focus groups, City Council, and its residents desire to make the historic downtown square a more vibrant activity center within the community. The downtown square has a positive vibe that can expand and create an addictive place where residents and visitors want to shop, eat, conduct business, be entertained, and live. There are numerous opportunities for creating this special place and many issues that need to be addressed. Prior to receiving the CDBG funding, the Steering Committee reviewed numerous priorities and selected an option that addressed the most critical needs in an economical manner. Four options were evaluated and indicated in the Figures Section as Options "A", "B", "C", and "D". Option "D" was selected, which became the project for further refinement with this study.

The City of Tecumseh has also taken the initiative to become a Leadership Community as designated by the Nebraska Department of Economic Development. This initiative required substantial effort, which resulted in a very informative application. Included within this application are supporting documents indicating such items as Community Needs Survey Results, Strategic Planning data, and various letters of support. Of particular relevance within these documents is the priority to improve the downtown area as identified within this study. ***For more detailed information, please refer to the appendices section for the complete application.***

Project Goals

Of the utmost importance is repair, replacement, or refurbishing of the failing infrastructure. Although important, secondary goals became streetscaping, wayfinding, and building façade improvements. The last goal, which is a common theme for all of the priorities, is communication between the Steering Committee, City Council, and the citizens of Tecumseh.



Infrastructure Analysis

Introduction

A solid infrastructure exists in the downtown square, but time has shown a need to re-evaluate this important asset. For the purpose of this study, infrastructure will include the street pavement, sidewalks, parking, water, storm sewer, lighting, and known or unknown abandoned facilities. The sanitary sewer system within the study area is generally located within the alleyways and will be addressed on an as-needed basis in isolated areas.

Pavement

The driving and parking surface of the downtown square is brick and was installed in the early 1900s. Generally this pavement is in good condition. However, the pavement has failed in various areas due to but not limited to storm water erosion, material failure, utility repairs, failing sub-grade, abandoned subsurface voids, and the impact of time. Refer the Figures Section for pavement failure examples.

In combination with the brick pavement are the concrete curb and gutters. Similar to the pavement failures, various locations have failed or have deteriorated beyond repair. **Refer to the Figures Section for curb and gutter failure examples.**

Sidewalks

The sidewalks within the study area are concrete and vary between good and poor condition. In conjunction with the condition assessment, compliance with the Americans with Disabilities Act (ADA) was reviewed. A wide range of ADA compliance or noncompliance conditions exist. Some business entrances were in compliance while many were not. In general, ADA compliance is not achieved from the designated parking stall to each individual business around the square.

Parking

Sufficient parking is available around the downtown square, which primarily consists of diagonal parking with secondary parallel parking in the middle of the street. In total, there are 486 parking stalls available within the study area. Based upon a previous parking study and input from the business owners, the quantity of parking stalls currently addresses the needs of the public.

Johnson County also provides parking for those conducting business at the Courthouse, which is located in the center of the downtown square. This parking lot is located on the north side of the Courthouse, which provides an additional 24 parking stalls. Currently this parking lot blends into the surrounding diagonal parking stalls and the driving lanes creating at times unsafe and confusing conditions for both vehicle and pedestrian traffic.

Water

This planning stage offers a very important opportunity to evaluate the existing water system that is at or nearing the end of its useful life. Pipe material condition, fire flow performance, maintenance of the system, and reliability for the customers are high priorities to consider especially when pavement repairs or replacements are possible. With a high percentage of the downtown square surfaced with pavement or sidewalk, location of any new water pipes becomes critical and arguably a necessity. Water service connections, fire hydrant locations, and system valves are all in need of replacement or properly located.



PIPE FAILURE

Storm Sewer

Currently storm water flows on the surface of the streets either by valleys or within the curb and gutter system. A very small portion of the downtown square storm water flows towards the north which is then either directed east or west into the existing storm sewer system. Most of the downtown square storm water flows towards the south where it discharges into the existing storm water system adjacent to the railroad tracks.

High or low points along the storm water paths have created holding areas for water to stand or to slowing seep into the ground below, which have or will create pavement failures due to the freeze and thaw cycles experienced in this region. Over time, the southern area of the downtown square has also experienced pavement failures most likely due to the culmination of large volumes of storm water eroding the joints between the bricks at higher velocities.

Lighting

The City of Tecumseh recently replaced the decorative lighting around the interior of the downtown square with decorative poles and fixtures that are significantly more energy efficient. Street light fixtures were also replaced around the downtown square, along the street lights leading into the study area. A large majority of the electrical service to these lights are located above ground.

Abandoned Facilities/Unknown Entities

Over the past 100+ years, buried facilities or unknown items have likely been abandoned. Based upon visual observations and input from city staff, abandoned manholes and coal chute windows exist within the study area. For purposes of this study, 30 coal chutes have been accounted for. It's not known at this time if additional abandoned items exist.



COAL CHUTE

Streetscape

Introduction

Our definition of the streetscape focuses on the area between the curb and face of the buildings. Key items within this category are colored concrete accents; furnishings such as benches and trash receptacles; landscape plantings and planters; and accent pedestrian/street lighting. These items often build upon a design theme and are the details of the project that bring out the character and charm within a community.

Street and pedestrian lighting improvements can have a tremendous impact on improving the visual appeal of the corridor both during the day and night. They can help in enhancing the theme and character of the downtown.

Amenities

Currently no colored concrete accents exist within the study area. Benches, trash receptacles, planters, and minimal accent lighting are located sporadically around the square. Some of the amenities match the time period of the historic downtown while others are in need of replacement either due to condition or inappropriate style for the period.

Wayfinding

Introduction

Wayfinding creates a sense of direction for the traveling public by providing enough information to get from their present location to a desired destination. In this situation, the downtown square has over time been isolated from the current highways surrounding Tecumseh, thereby making it difficult for travelers to visit the downtown destination. Highways 136 and 50 serve Tecumseh, but have very minimal signage notifying traffic of the downtown square and at times these highways “bypass” the city entirely.

Signage

Minimal signage currently exists either surrounding or within the City of Tecumseh that would let vehicle traffic know where they are or better yet how to visit the downtown square. Standard Department of Roads signage exists along the surrounding highways, but is minimal at best.

Entryway

The current entryway elements exist in two locations. One is on the west side of Tecumseh where Highway 136 turns north and is identified by a stone monument. The second location is located off of Highway 50 at Broadway and Clay Streets and is identified by pole mounted banners.

Economic Development Opportunities

The City of Tecumseh currently has an active economic development committee, which is lead by the city’s Economic Director Doug Goracke. Doug, with the assistance of the committee, actively research and pursue economic development opportunities.



EXISTING SIGNAGE



MONUMENT - HIGHWAY 136



BANNERS - HIGHWAY 50

Building Façade

Introduction

Guidelines should be developed for future business façade improvements. Currently there are numerous variations of business façades that are not uniform and do not represent the correct period of time for architectural features. Façade uniformity includes such items as color schemes, exterior finish materials, window types, entryways, and signage.

Communication

Steering Committee Meetings

Four Steering Committee Meetings were conducted during this study to gain input, formulate ideas, discuss options, and develop consensus so a mutually agreed upon plan could be prepared. **Refer to the Appendices for the meeting minutes.**

Public Open House

A Public Open House was conducted on December 15, 2011 to inform the citizens of the Study phase progress. During this period, members of the Study team presented the work that has taken place over the past several months and gave an update regarding funding and schedule of future activities. This Open House also gave the citizens an opportunity to ask questions and present additional input for the Steering Committee to consider.

Johnson County Commissioner Meeting

On November 8, 2011 several Steering Committee members met with the Johnson County Commissioners to discuss the City of Tecumseh's proposed improvements to the downtown square. Since the two entities co-exist within the same area, it was suggested that each of them work together to strengthen funding possibilities and to improve the adjoining properties in a seamless teaming arrangement. The Johnson County Commissioners agreed in principle to the teaming arrangement and prepared a letter of support stating the same.

Housing

The existing downtown square currently offers housing opportunities in the second story level of various retail businesses and one dedicated rental unit. Upon initial review, 28 housing units are currently available within in the downtown study area.



EXISTING BUILDING FAÇADE



EXISTING BUILDING FAÇADE



EXISTING BUILDING FAÇADE

Recommendations

Infrastructure

The brick pavement needs repaired in several isolated areas around the square. This would include removing the asphalt or concrete patches and replacing with brick. In addition to these obvious areas, a detailed evaluation of the brick condition will pinpoint removal of deteriorated brick and replacement with solid brick. In each brick improvement area, subgrade conditions must be evaluated and may become quite extensive depending upon the existing conditions encountered.

During the various steering committee meetings, keeping the driving lanes and center parking areas brick is a high priority. **Refer to the Figures Section for Pavement/Sidewalk Improvements.** During the next phase of design, the process of evaluating the drainage in combination with the ADA access may result in the diagonal parking stalls around the square being replaced with concrete. This design element should be closely examined to ensure a quality end result that satisfies the desires of all parties.

Due to the varying deficiencies within the sidewalk areas, it is recommended that the concrete sidewalks be removed and replaced in their entirety. **Refer to the Figures Section for Pavement/Sidewalk Improvements.** This will allow flexibility in addressing ADA compliance, correcting drainage problems, and creating a uniform look.

Parking stall location and the number of them shall be maintained. Based upon the ADA regulations and the number of stalls available, nine ADA compliant parking stalls are required. These ADA stalls should be located uniformly around the square to provide convenient access to the businesses. **Refer to the Figures Section, Pavement/Sidewalk Improvements, for parking stall locations.**

Water system improvements need to be performed during the same time period as pavement improvements. Strategically locating the water improvements will enhance the ability to perform long term maintenance and provide the customers with a reliable service. **Refer to the Figures Section for Utilities Improvements.** It's recommended that a water model is created to properly size the pipes for fire flow demands.

Storm sewer improvements are recommended at the southern area of the downtown square. Existing drainage patterns will be maintained with the exception of this southern area. Storm sewer inlets should be placed to collect storm water and direct it to a buried pipe system, which will then outlet near the railroad area. This system will place surface drainage below ground thereby reducing erosion issues experienced at the surface in this vicinity. **Refer to the Figures Section for Utilities Improvements.**

To expand upon the recent lighting improvements at the perimeter of the downtown square, it is recommended that the street lighting fixtures and poles either be replaced or modified to match. Supplemental decorative lighting placed along the entryway routes will also further enhance the wayfinding effort. Along with any lighting improvements implemented, placing the overhead electrical services below ground should be considered.

Every feasible effort should be considered in identifying abandoned items below grade. This will aide in securing reasonable construction costs along with reducing temporary delays during the construction period. A contingency fund should be established to address any unforeseen subsurface conditions.



Streetscape

Every community is unique and your downtown streetscape should also be unique. By developing concepts with a blend of landscaping, we will be able to create a vision for the Tecumseh Downtown Square that stands it apart from other communities. Long-term maintenance and location of the streetscape elements in relationship to vehicles and pedestrian movement will be a key factor.

Colored concrete or stamping can create defined pathways for pedestrians. In some form or combination of color and stamping it is suggested to at least define pedestrian cross walks at the four corners of the square and at the mid-block crossings. Accent colors, stamped concrete or joint patterns are also suggested to create a unique theme. **Refer to the Figures Section for Surface Enhancement examples.**

Benches, trash receptacles, and planters of the historic period are recommended and should be placed uniformly around the downtown square. **Refer to the Figures Section for Streetscape Improvements.**

Wayfinding

Signage placed in key locations will reinforce the identity and aide in advertising the downtown square. By creating unique signage that is inspired by the theme of the historic square, the traveling public will notice and visit what hopes to become a popular destination. By use of these unique signs in combination with decorative lighting entryways can be created. **Refer to the Figures Section for Wayfinding Improvements.**

Once these entryways are established visitors can then be greeted with entry monuments giving them a sense of arrival. These entry monuments can then become landscape areas for local clubs to plant and maintain. **Refer to the Figures Sections for Monument examples.**

Building Façade

The City of Tecumseh has expressed a desire to improve upon the existing building façades surrounding the downtown square. At this time, it is not a priority. However, in the near future, the city would like to focus on the building façade improvements as a separate project and will expand upon guidelines and information outlined in a previously prepared study.



Communications

An important element of a successful project is communication. It's very important to keep the communications lines open and to provide updates to all parties involved at key stages of progress.

Housing

Future housing opportunities will be monitored for instances when it might make economic sense to encourage additional housing. A comprehensive housing study conducted in 2009 can also be provided upon request.

Opinion of Probable Costs

The project as currently outlined has an anticipated cost range of approximately \$1,400,000 to \$1,600,000. As this project continues to evolve, more detailed information will be gathered so defined improvements can be assigned more refined costs. This process will also allow further analysis of the project scope.

Funding

By completing the CDBG study phase, we will be laying the ground work for applying for funding in the future. The study will include cost estimates for the proposed improvements to assist in evaluating funding options for Tecumseh. A community the size of Tecumseh will require several funding sources and hard work for the project to become reality. Based upon our evaluation of this effort, Tecumseh will be successful!

Although County owned, the proposed improvements to the sidewalks and parking lot on Johnson County property show a teaming effort that would only result in a positive outcome either by cost sharing or by improving the possibility of funding.

Options to fund the remaining City obligation for the project include utilizing the City's Highway Allocation funds from the State Gas Tax; create an Occupational Tax for the goods sold in the business improvement district, additional property tax levy to pay off future bonds, and private donations.

Implementation Plan

At this point in time, this project is anticipating improvement funds from two primary sources. Each funding source will have its own guidelines and time frames to follow. From the information obtained, it appears both funding sources will follow similar timelines, allowing for the entire project to be completed seamlessly. A detailed schedule outlining the various phases of the project will be provided during the next phase. However, a reasonable expectation should anticipate the design starting July/August 2012 with construction completion in the spring/summer of 2014.



Figures Section

Options "A", "B", "C", & "D"

Pavement Failure Examples

Curb and Gutter Failure Examples

Pavement/Sidewalk Improvements

Utilities Improvements

Surface Enhancement Examples

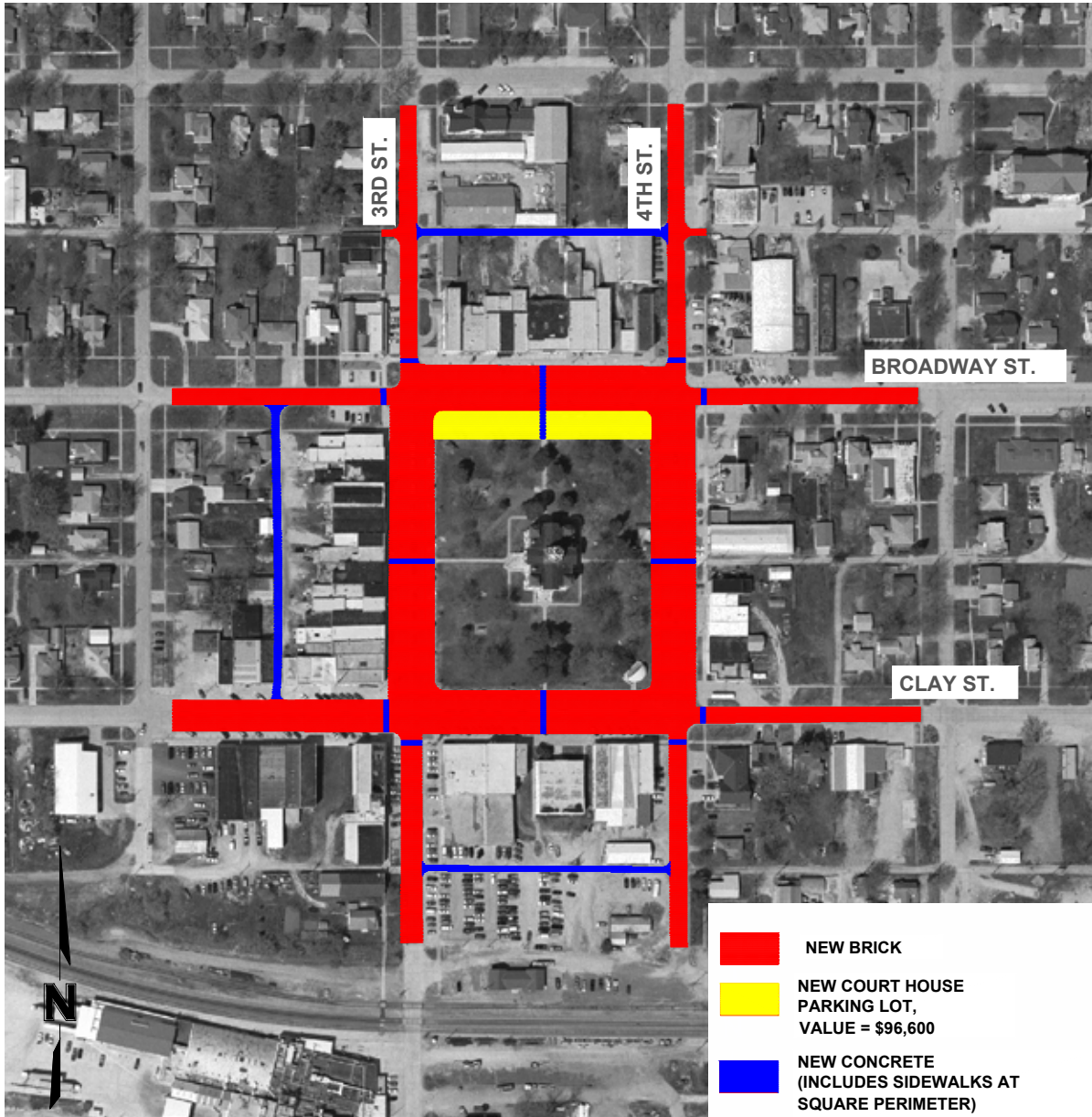
Streetscape Improvements

Wayfinding Improvements

Monument Examples

OPTION "A"

PROJECT VALUE = \$6,420,000



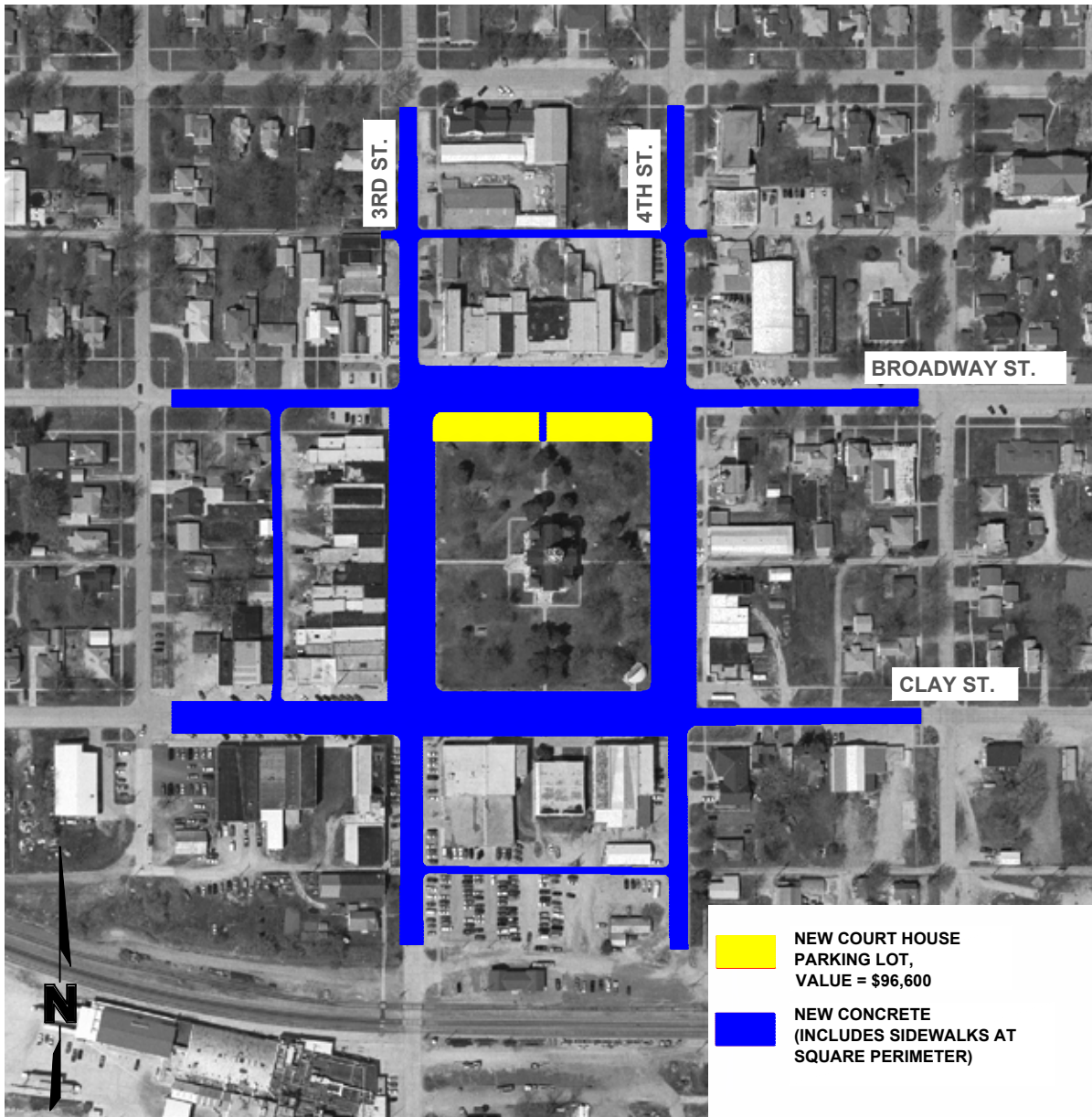
▶ DEBT SERVICE EXAMPLE ◀

(15 YR. TERM @ 4% APR)

HOME VALUE	TAX INCREASE
\$50,000	\$512.35
\$75,000	\$768.52
\$100,000	\$1,024.70
\$150,000	\$1,537.05

OPTION "B"

PROJECT VALUE = \$2,650,000



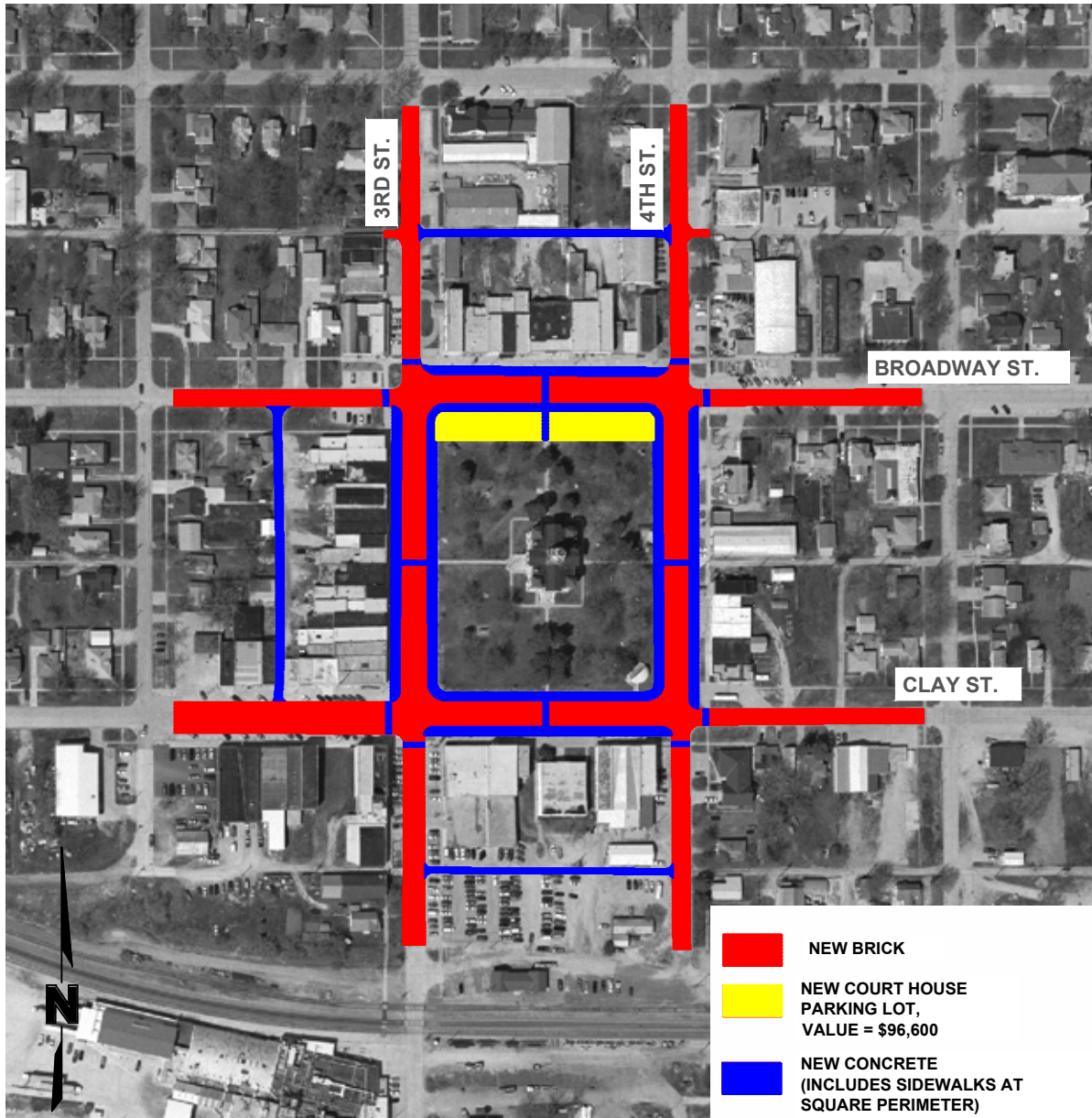
▶ DEBT SERVICE EXAMPLE ◀

(15 YR. TERM @ 4% APR)

<u>HOME VALUE</u>	<u>TAX INCREASE</u>
\$50,000	\$211.47
\$75,000	\$317.21
\$100,000	\$422.95
\$150,000	\$634.42

OPTION "C"

PROJECT VALUE = \$5,500,000



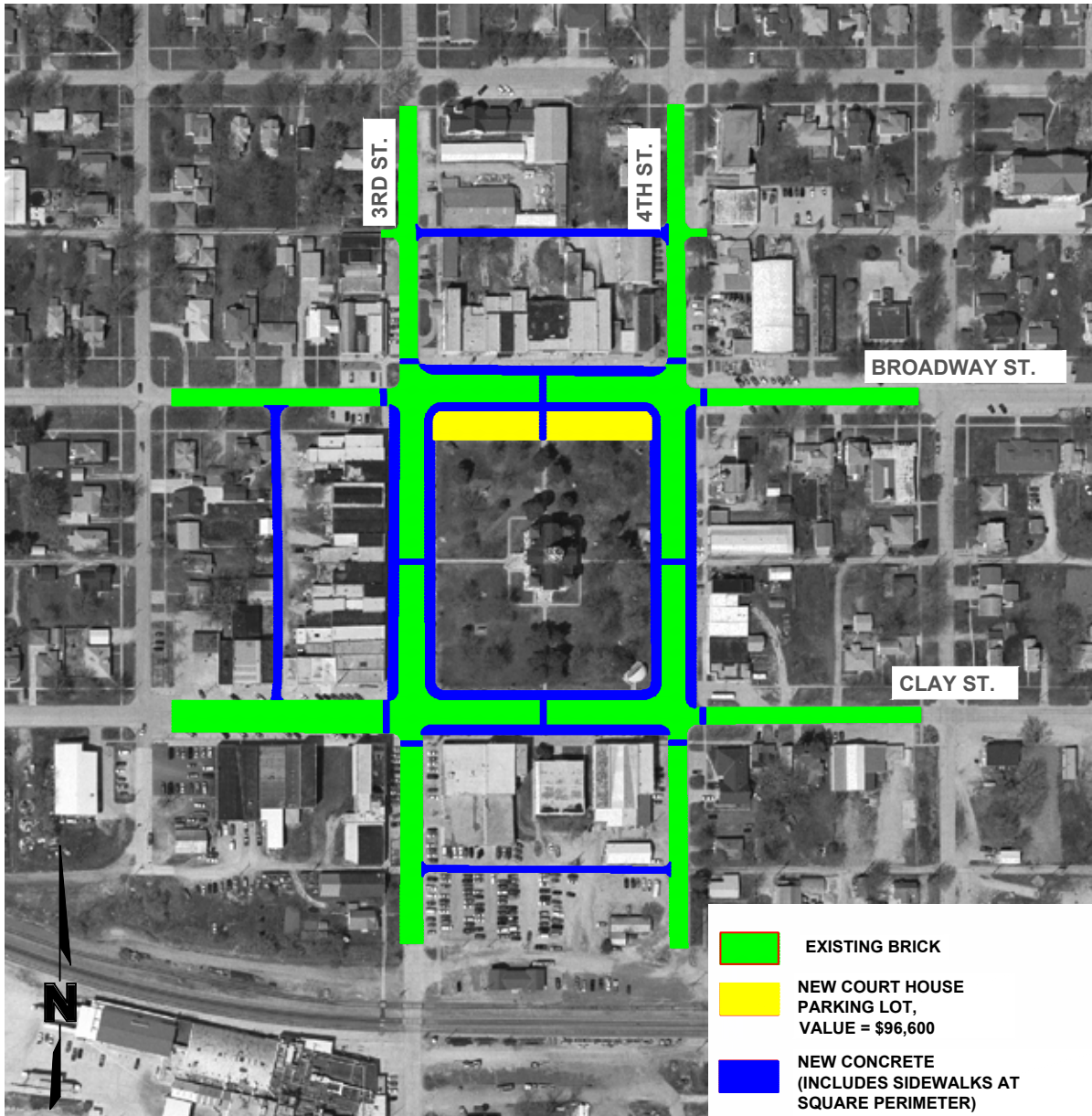
▶ DEBT SERVICE EXAMPLE ◀

(15 YR. TERM @ 4% APR)

<u>HOME VALUE</u>	<u>TAX INCREASE</u>
\$50,000	\$438.91
\$75,000	\$658.36
\$100,000	\$877.82
\$150,000	\$1,316.72

OPTION "D"

PROJECT VALUE = \$1,355,000



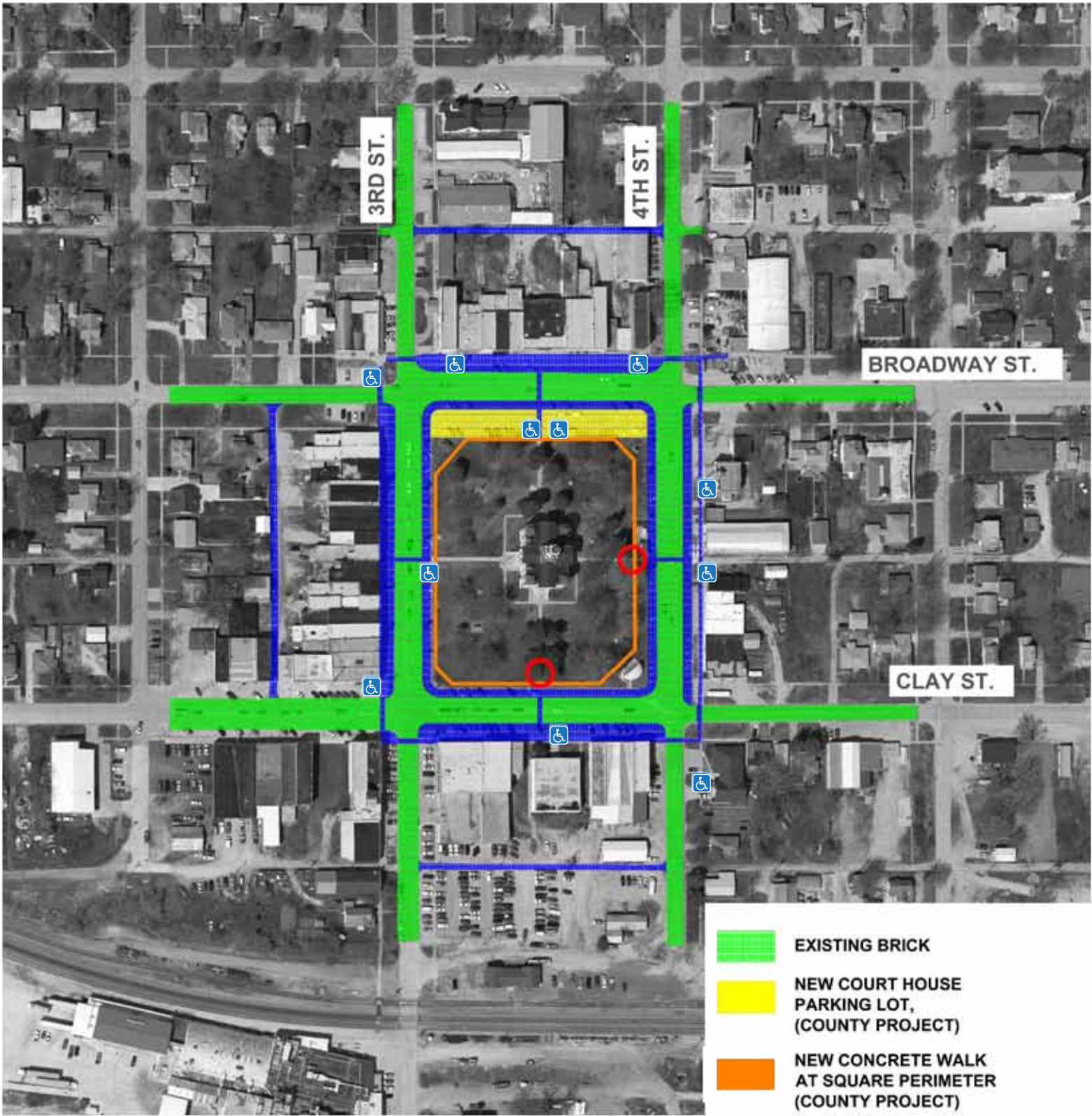
► DEBT SERVICE EXAMPLE ◀

(15 YR. TERM @ 4% APR)

<u>HOME VALUE</u>	<u>TAX INCREASE</u>
\$50,000	\$108.13
\$75,000	\$162.20
\$100,000	\$216.26
\$150,000	\$324.39

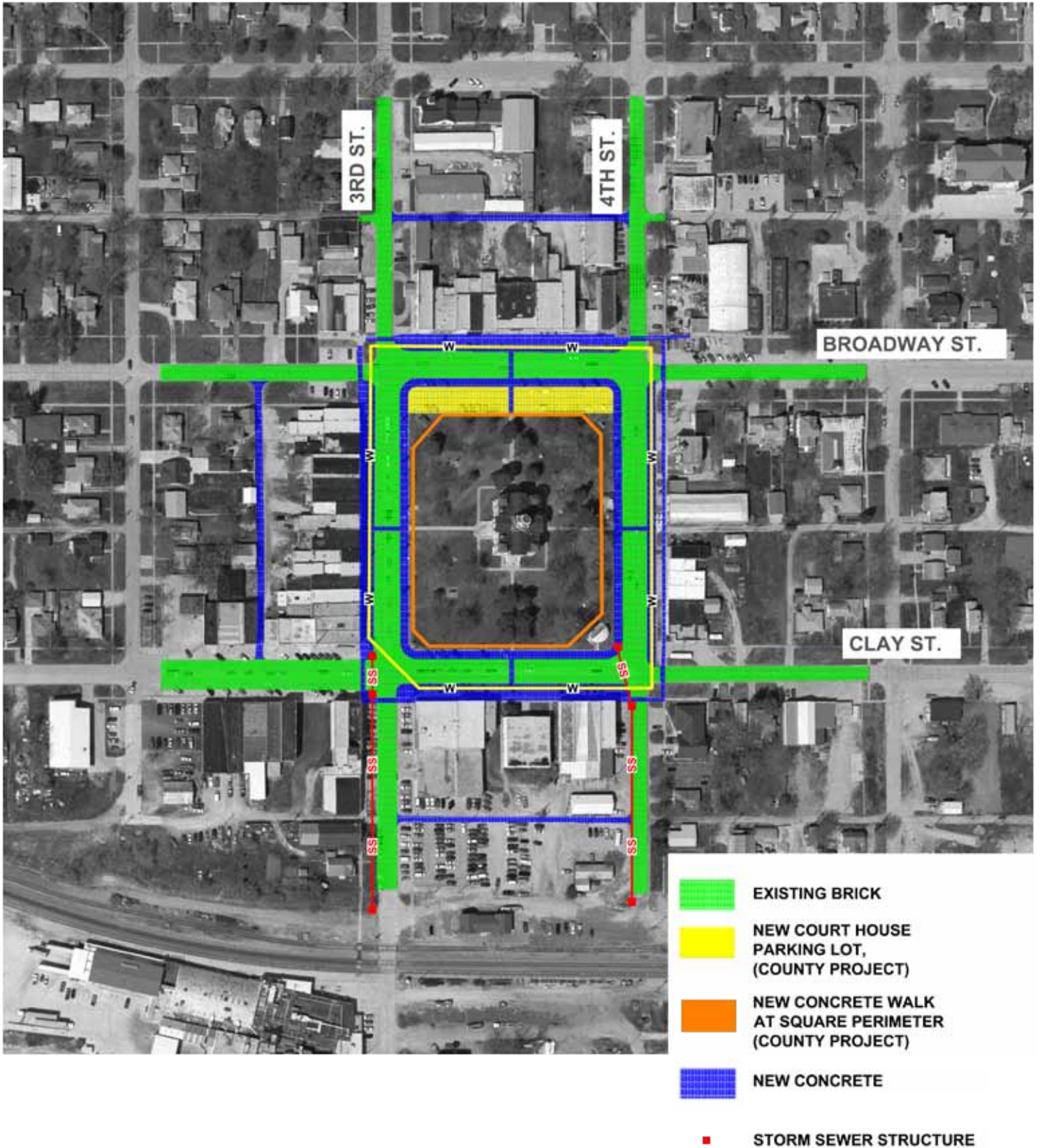




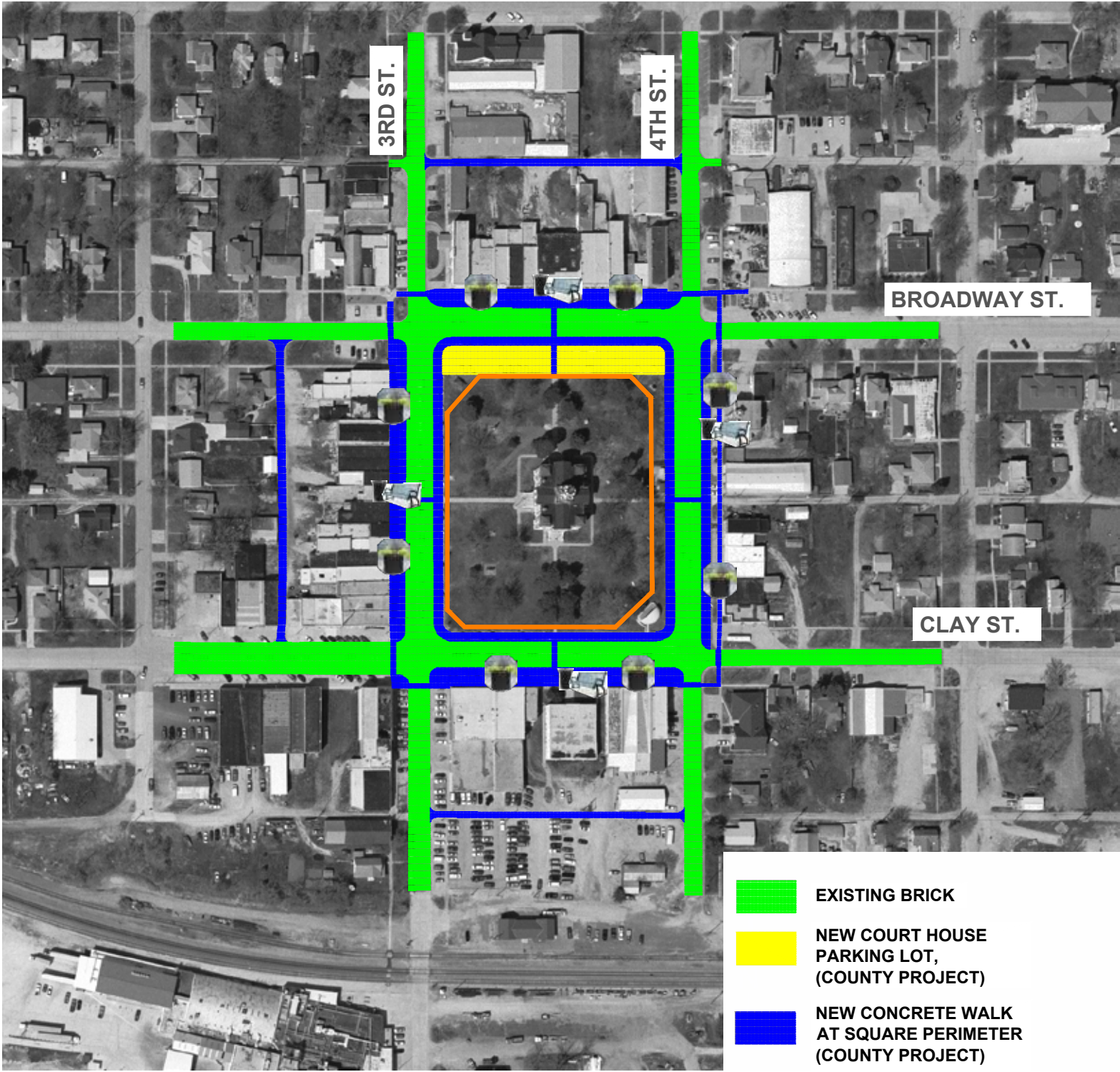


486 PARKING STALLS
9 ADA PARKING STALLS








-  EXISTING BRICK
-  NEW COURT HOUSE PARKING LOT, (COUNTY PROJECT)
-  NEW CONCRETE WALK AT SQUARE PERIMETER (COUNTY PROJECT)
-  RAMP/STAIR IMPROVEMENT (COUNTY PROJECT)
-  NEW CONCRETE
-  NEW ADA PARKING STALLS

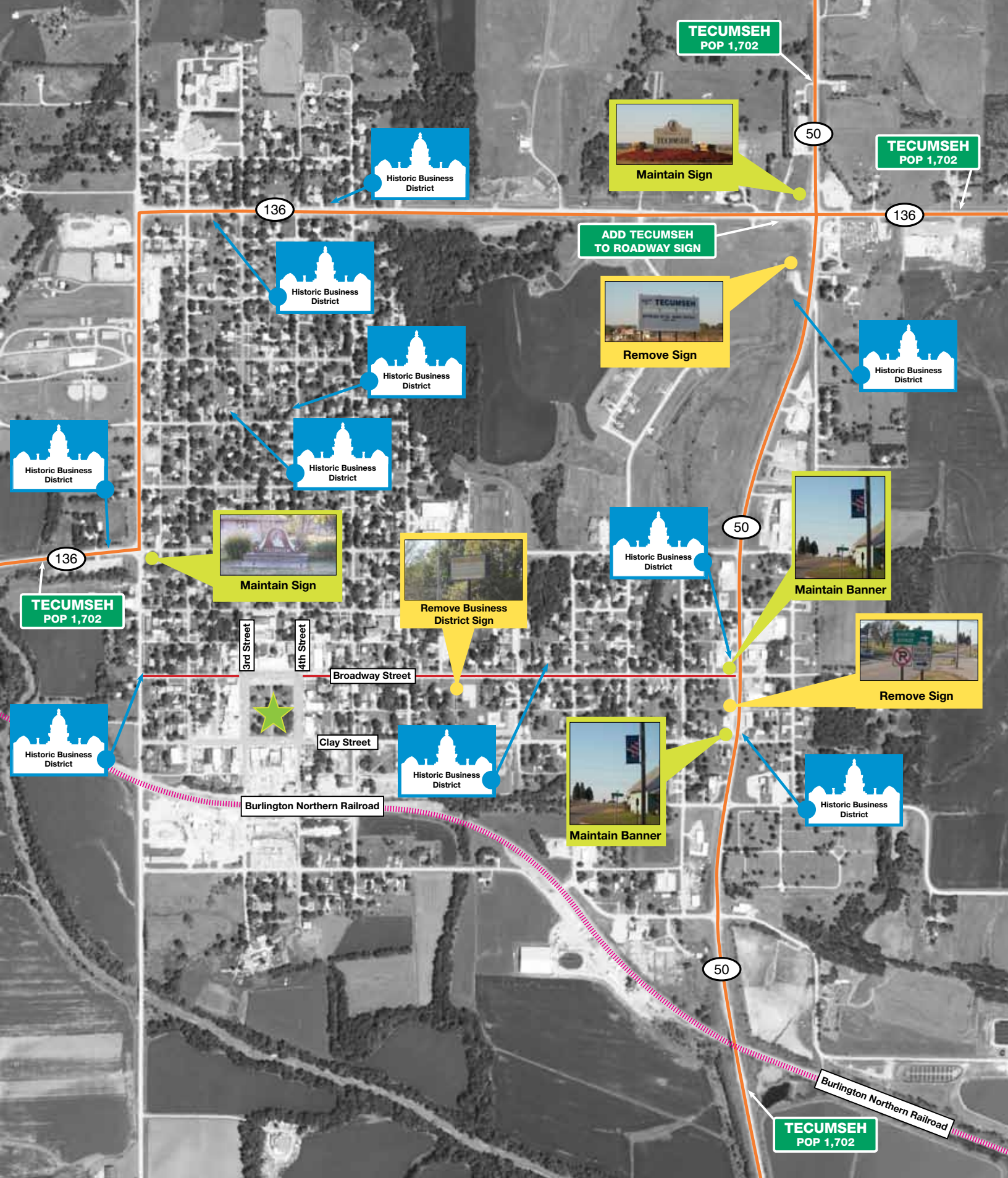


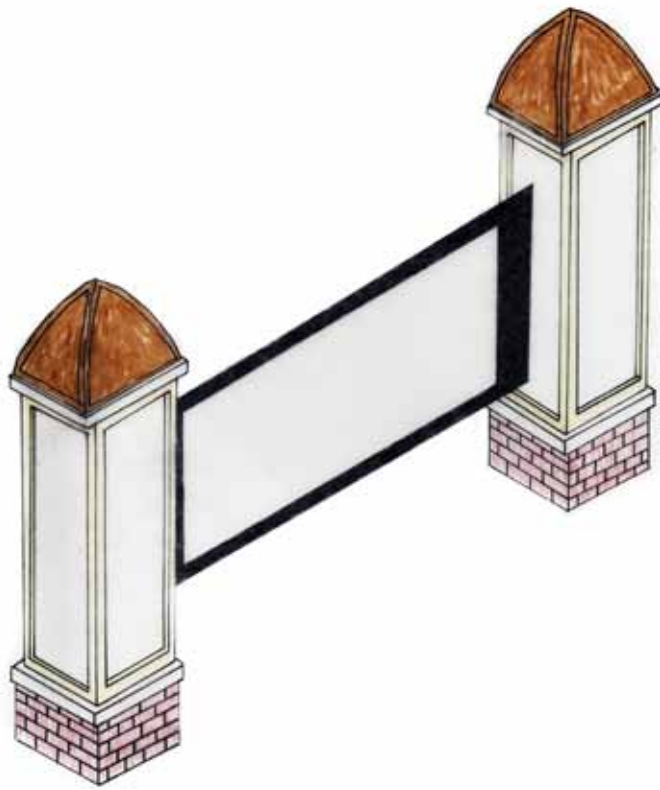




486 PARKING STALLS
 9 ADA PARKING STALLS

-  EXISTING BRICK
-  NEW COURT HOUSE PARKING LOT, (COUNTY PROJECT)
-  NEW CONCRETE WALK AT SQUARE PERIMETER (COUNTY PROJECT)
-  NEW CONCRETE
-  BENCH
-  TRASH RECEPTACLE
-  PLANTER





Appendices

Meeting Minutes

10/13/2011
10/27/2011
11/10/2011
12/1/2011
1/5/2012

NCIP Community Leadership Program

Tecumseh, Nebraska Housing Study - April 2009
(available upon request)

MEETING MINUTES

Project Kick-Off Meeting

	Overnight
	Regular Mail
	Hand Delivery
	Other: Email

NAME OF PROJECT:	Tecumseh Downtown Revitalization Plan Phase I Planning Study
PROJECT LOCATION:	Tecumseh Nebraska
MEETING LOCATION:	City Maintenance Shop - Conference Room
DATE & TIME:	Thursday, October 13, 2011 5:00 – 7:00 p.m.
PROJECT #:	011-2110
PHASE/TASK #:	

- Sign In

- Introductions

- Communication

Communication with the Steering Committee will utilize e-mail when appropriate.

- Study Area

The Study area will remain as defined from previous evaluation efforts.

- Goals

Goals will remain the same as previously established.

The Steering Committee desires to keep the County parking lot within this planning study.

- Steering Committee

The original committee members will remain the same.

- Define Infrastructure

- Water
 - Sanitary Sewer – minimal evaluation
 - Storm Sewer
 - Power
 - Lighting – (Discuss EECDBG)
 - Fiber

- Existing Records

- Olsson Associates has all of the existing records.

- Schedule

- The next meeting will be scheduled for October 27, 2011 from 5:00 p.m. to 7:00 p.m. The committee will walk around the square and then meet at the Ramsey Family Fountain. Future meetings will be scheduled at the next meeting.

- Miscellaneous

- Adjourn

MEETING MINUTES

Meeting No. 1

	Overnight
	Regular Mail
	Hand Delivery
	Other: Email

NAME OF PROJECT:	Tecumseh Downtown Revitalization Plan Phase I Planning Study
PROJECT LOCATION:	Tecumseh Nebraska
MEETING LOCATION:	The Ramsey Family Fountain
DATE & TIME:	Thursday, October 27, 2011 5:00 – 7:00 p.m.
PROJECT #:	011-2110
PHASE/TASK #:	

- Sign In

- The Group walk around the square and identified the following:
 - Spare Room step with cast iron surface
 - The doorway south of Chief Drug (access to apartment above Ebler’s Ins)
 - Remove handicap parking on west side of American National Bank and make handicap parking available directly in front of their building – talk to bank employees for ideas on how best to work with their customers
 - Vic’s step with tile surface in front of door
 - Mercure Nestor Law Office – owner is open to ideas on how to address his step into the building as well as the grate on the south side of the building and coal shoot
 - The sidewalk from the northeast corner of Broadway and 4th Street heading toward the post office needs to be widened and the green space landscaped/improved
 - Green space between the street and city hall and rural water office needs to be improved or landscaped with low maintenance / drought resistant plantings or grass. Eliminate or severely prune the burning bush in front of rural water office
 - Fire Hall driveway will need heavy duty sidewalks and drive way to accommodate heavy trucks to travel across
 - Can the overhead wires from alley next to the fire hall to the court house be buried?

- Address extreme slope of sidewalk in front of HHS office heading south to the corner.
 - Work with property owner/renter to remove a good share of the concrete in front of the popcorn factory and return it to grass or low maintenance/drought resistant plantings
 - Ask county to replace the Sheriff's sign with something more appropriate for the historic square.
 - Pave the parking area east of the grocery store and widen the sidewalk on the that corner
 - Work with owner of Brinkman Brothers to determine which door they would like to make more accessible
 - Step in front of Morrissey Morrissey Dalluge law office
 - Accessibility issues, i.e. steps into buildings around the square, parking, slope
 - Hire landscape architect to assist with low maintenance / drought resistant plantings in green spaces
 - Work with utility to see if shut-offs to utilities can be flush with the sidewalk to prevent tripping accidents
- Limits of Improvements
 - Improvements that are needed beyond the limits of the study area may not be incorporate due to financial restraints. This will be further evaluated during the design phase.
- Key Amenities(open areas, trash cans, benches, planters, lighting, bicycle racks)
 - Existing to remain
 - All of the existing amenities will be replaced at some point in the future so a uniform look can be established.
 - Proposed
 - The existing benches and trash receptacles must be replaced. The replacements should be of a design that matches the historic nature of the square. The committee decided that bike racks would not be necessary. Planters would be a nice addition at some point, but not necessarily at this time.

- Signage
 - All were in agreement that the city needed signs to direct and encourage people to come downtown as well as a visitor information sign at City Hall. There should also be welcome signs at the east and south entrances to town. Olsson Associates will develop sample signs for the committee to review at the next meeting.
 - Street signs should be replaced with something that matches the design of the stop signs.
 - Wayfaring and welcome signage will be discussed at the next meeting.

- Future Meetings
 - Two Steering Committee Meetings
 - November 10, 2011
 - December 1, 2011
 - One Town Hall Meeting
 - December 15, 2011 at the Utility Building
 - One Steering Committee Wrap-Up Meeting
 - January 12, 2012
 - Public Hearing/Council Meeting
 - February 6, 2012
 - Paula Darling has contacted the County Clerk and scheduled a time on the next County Commissioner agenda (**Nov. 8 at 9:00 a.m.**) to discuss how the city and county can work as partners in the revitalization of the historic square

- Miscellaneous

- Adjourn

MEETING MINUTES

Meeting No. 2

<input type="checkbox"/>	Overnight
<input type="checkbox"/>	Regular Mail
<input type="checkbox"/>	Hand Delivery
<input type="checkbox"/>	Other: Email

NAME OF PROJECT:	Tecumseh Downtown Revitalization Plan Phase I Planning Study
PROJECT LOCATION:	Tecumseh Nebraska
MEETING LOCATION:	The Ramsey Family Fountain
DATE & TIME:	Thursday, November 10, 2011 5:00 – 7:00 p.m.
PROJECT #:	011-2110
PHASE/TASK #:	

- Sign In

Refer to the attached Attendance Record

- Review of Johnson County Board Meeting

Generally, the committee members thought the meeting with the county commissioners went well. A letter of support and teaming effort was prepared by the county in hopes of improving the chances of the City receiving funds through the TEP submittal.

- Review of Wayfinding and Signage

Existing signage around the perimeter of Tecumseh was presented visually on a display board. Several signage deficiencies were identified along with proposed improvements. During this discussion, wayfinding examples were reviewed. The committee preferred the Courthouse outline example and the welcome pillar representing the Courthouse architectural features.

- Review of ADA parking stall locations

Existing and proposed ADA parking stalls were reviewed based upon a display board example. In accordance with the ADA regulations and the number of parking stalls available around the square, 9 ADA stalls are required.

- Schedule

Next Steering Committee Meeting will be December 10, 2011 from 5:00 to 7:00 p.m. at the Ramsey Family Fountain.

The Town Hall meeting will be December 15, 2011 starting at 6:30 p.m. at the City Utility Shop.

The City Council Meeting to present the Phase I Study will be January 9, 2012.

- Miscellaneous

- Adjourn

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ATTENDANCE RECORD
Tecumseh Downtown Revitalization Plan
Phase I Planning Study
Tecumseh, NE
Thursday, November 10, 2011 5:00-7:00 p.m.
The Ramsey Family Fountain
OA Project No. 011-2110

Name of Attendees (Please Print)	Company Representing/Address	Email Address	Phone No.	Fax No.
Tom Morrissey	Steering Committee			
John Murphy	Steering Committee			
Bill Montz	Mayor of Tecumseh			
C.J. Lamb	Steering Committee			
Bob Curry	Steering Committee			
Doug Goracke	City of Tecumseh			
Paula Darling	City of Tecumseh			
Shayne Huxoll	Olsson Associates			
Ann Wickett	Tecumseh Chieftain			
Jim Rine	Steering Committee			
Steve Mercure	Steering Committee			
Wilber Ramsey	Steering Committee			
Kevin Burnison	SEND			

MEETING MINUTES

Meeting No. 3

	Overnight
	Regular Mail
	Hand Delivery
	Other: Email

NAME OF PROJECT:	Tecumseh Downtown Revitalization Plan Phase I Planning Study
PROJECT LOCATION:	Tecumseh Nebraska
MEETING LOCATION:	The Ramsey Family Fountain
DATE & TIME:	Thursday, December 1, 2011 5:00 – 7:00 p.m.
PROJECT #:	011-2110
PHASE/TASK #:	

- Sign In

Refer to the attached Attendance Record

- Review of Transportation Enhancement Program (TEP) submittal

The TEP review team sent a letter to the City regarding the budget, width of concrete parking apron vs. leaving as much brick as possible, and separating street lighting out of the project. City responded with maps, and a more in depth explanation of project, emphasizing that preservation of the brick streets is the number one goal for downtown.

- Preparation of TEP selection committee meeting

Doug Goracke, Paula Darling, and Steve Mercure will attend the meeting with the TEP Grant committee on December 8th to defend the City's project.

Three issues of importance:

Issue #1:

- Repair our historic brick streets
- Restoring our brick streets to more of a contemporary use will increase the life of the streets and preserve them for future generations.
- Approximately 85% of the brick surface will remain
- We will rely on our engineers for technical advice

Issue #1 Continued:

- Deterioration of the brick streets is caused by utility (water line breaks) and drainage issues and must be address ASAP if we are going to save the brick surface
- The City is committed to paying overages realized as the project progresses
- We are in a unique position to leverage, state, federal and local dollars

Issue #2:

- Immense public support
- Protect the integrity of the historic significance of the Tecumseh's Square and the commercial district
- There is an increased awareness/major emphasis on restoring buildings around the square and keeping commercial businesses downtown. i.e. Mercure's, Ramsey's Morrissey's, Cornerstone, Courthouse, City Hall
- A good share of the city's commercial businesses are located around the square as well as city hall, the courthouse, SENCA (meals), grocery, physicians, law offices, pharmacies, car repair and sales, insurance, banks, plumbing and electric services, restaurants
- The entire square is on the National Historic Register
- Every dollar invested in preserving downtown will multiply as seen in private investment in commercial business and building preservation
- Wayfaring signs will draw visitors off the highways to downtown

Issue #3:

- Improve ADA accessibility of building around the square and access to sidewalks

- Schedule

Town Hall meeting is December 15th at Utility Shop. The Mayor will welcome everyone at the beginning of the meeting and thank them for coming at the end. C.J. will give a quick progress report of what has happened over the last 14 months and Doug and Shayne will present the preliminary study results.

- Miscellaneous
- Adjourn



ATTENDANCE RECORD
Tecumseh Downtown Revitalization Plan
Phase I Planning Study
Tecumseh, NE
Thursday, December 1, 2011 5:00-7:00 p.m.
The Ramsey Family Fountain
OA Project No. 011-2110

Name of Attendees (Please Print)	Company Representing/Address	Email Address	Phone No.	Fax No.
Tom Morrissey	Steering Committee			
John Murphy	Steering Committee			
Bill Montz	Mayor of Tecumseh			
C.J. Lamb	Steering Committee			
Bob Curry	Steering Committee			
Doug Goracke	City of Tecumseh			
Mike Wendt	Steering Committee			
Shayne Huxoll	Olsson Associates			
Ann Wickett	Tecumseh Chieftain			
Steve Mercure	Steering Committee			
Wilber Ramsey	Steering Committee			
Paula Darling	City of Tecumseh			
Kevin Burnison	SEND			

MEETING MINUTES

Meeting No. 4

	Overnight
	Regular Mail
	Hand Delivery
	Other: Email

NAME OF PROJECT:	Tecumseh Downtown Revitalization Plan Phase I Planning Study
PROJECT LOCATION:	Tecumseh Nebraska
MEETING LOCATION:	The Ramsey Family Fountain
DATE & TIME:	Thursday, January 5, 2012 5:00 – 7:00 p.m.
PROJECT #:	011-2110
PHASE/TASK #:	

- Sign In

- Review Study comments or input
 - No additional input

- Building Façade Standards, Building Analysis for Housing Opportunities, Economic Development opportunities

The committee would like to address building façade improvements in the future as a stand-alone project. Housing opportunities currently exist in the downtown area. At this time, it is not the desire of the committee to further evaluate additional housing opportunities. Any economic development opportunities will be addressed by the Tecumseh Economic Development Committee.

- Incorporate Community Questionnaire Results??
 - The committee agreed to include the questionnaire results within the study.

- Discuss Funding Options
 - The funding sources as indicated within the study are sufficient.

- Schedule

City Council Meeting – Jan. 9, 2011

- Misc.

Those in attendance voted unanimously to approve the CDBG, Phase I Planning Study.

- Adjourn

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ATTENDANCE RECORD
Tecumseh Downtown Revitalization Plan
Phase I Planning Study
Tecumseh, NE
Thursday, January 5, 2012 5:00-7:00 p.m.
The Ramsey Family Fountain
OA Project No. 011-2110

Name of Attendees (Please Print)	Company Representing/Address	Email Address	Phone No.	Fax No.
Tom Morrissey	Steering Committee			
John Murphy	Steering Committee			
Bill Montz	Mayor of Tecumseh			
Bob Curry	Steering Committee			
Doug Goracke	City of Tecumseh			
Shayne Huxoll	Olsson Associates			
Steve Mercure	Steering Committee			
Wilber Ramsey	Steering Committee			
Derek Bargmann	SEND			
Kevin Burnison	SEND			



Arbor Day 2010

**In partnership with the City of Tecumseh, Tecumseh Federal Bank &
Black Hills Energy**

NCIP Community Improvement Program

Leadership Community Application

Tecumseh, Nebraska 68450

March 2011

Prepared by:

Paula Darling, City Clerk

Doug Goracke, Economic Development Director

SECTION ONE - COMMUNITY

1. Local Government Support

- A. Letter from applicant municipal government identifying local contact person for this program.

Attachment: Letter from City of Tecumseh (**See Attachment 1**)

- B. Resolution of support from applicant community.

Attachment: Resolution of Support #10-23 (**See Attachment 2**)

- C. Letters of support from any regional economic development entities such as multi-county agencies or districts.

Attachment: Support letter from SENDD (**See Attachment 3**)

Attachment: Support letter from REAP (**See Attachment 4**)

Attachment: Support letter from NCAEDC (**See Attachment 5**)

Attachment: Support letter from JCDC (**See Attachment 6**)

2. Describe collaborative relationships with local organizations.

A. Chamber of Commerce

The City of Tecumseh has, and continues to, work closely with the Tecumseh Chamber of Commerce and their members by allowing employees to help with the set-up of events during business hours. Chamber of Commerce events the City supports are as follows: Flowers ‘Round the Square, Johnson County Home and Garden Show, Avenue of Trees, Lighting of the Christmas tree on the Courthouse Lawn, Storage and hanging of the Tecumseh Chamber of Commerce-owned summer and holiday banners, Lunch with Santa at the Tecumseh Community Building, and the Annual Independence Day Celebration. The City also pays all utility costs involved in hosting these events. As of late, the City, the Tecumseh Chamber of Commerce, and the Johnson County Chamber of Commerce, have partnered to host the Annual Business and Customer Appreciation Barbeque. This trend continues with the partnership of the combined City/Chamber website. Additionally, Johnson County Hospital and the City have joined forces in sponsoring the annual “Kids Count” celebration.

B. Convention and Visitor's Bureau (CVB)

Johnson County Convention and Visitors Bureau works with local and county entities in the promotion of events. JCCVB collects a 2% lodging tax and meets twice yearly to distribute the proceeds. A total of \$6,564.17 was collected in 2009. Marketing dollars were given to the Elk Creek Barbeque/Street Dance celebration, Johnson County Heritage Days, Sterling Barbeque/Street Dance, and Cook Windmill Days. In an effort to support lodging tax in the county, Tecumseh's Economic Development Committee has worked with the owners of the Super 7 Motel since its sale in late 2008 to ensure that they understand the TIF financing that was in place when they bought the property and to assist with the marketing of their property.

C. Housing Organizations or Developers

In early 2009, Tecumseh began the task of addressing the housing issues expressed at the Town Hall meetings that took place that January and decided it best to develop a new housing study. An item of special note that came from the study was how to better educate potential homebuyers and agents on the current housing market and ways to help the "house fit the owner." As a result, Tecumseh's Economic Development Committee hosted a regional Housing Summit in order to brainstorm and share ideas. Participants included city government representatives from Beatrice, Tecumseh, Plattsmouth, Auburn, Falls City, Pawnee City and Nebraska City. Realtors and lending institutions from the area, economic development specialists from Black Hills Energy and OPPD and agency representatives from the Federal Home Loan Bank of Topeka, University of Nebraska Extension Service and Southeast Nebraska Community Action Council (SENCA) also participated. From this exchange of ideas came the Homeowner Education Classes sponsored by the City of Tecumseh and Tecumseh's ideas for down- payment assistance program, residential rehab and demolition.

The City has also developed a relationship with Aspen Builders, who purchased a significant development parcel located within the city limits three years ago. Bob Benes, owner of Aspen Builders, and his agents have actively pursued the sale of lots, homes and commercial property since taking ownership. The City has also participated in the Crown Point program to stimulate home ownership.

D. LB840 Committee

The LB840 committee, known in Tecumseh as the Tecumseh Economic Development Committee has taken the lead in many endeavors the City has undertaken, and over the years they have partnered with NEDED, River Country Economic Development Corp,

Lincoln Area Partnership, and REAP to recruit jobs to Southeast Nebraska. Approximately nine years ago, the attitude of “you can never have enough partners” rang true as some 25 different organizations partnered together to bring the Tecumseh State Correctional Institute to Southeast Nebraska. The newest business to open in Tecumseh, Ramsey Family Soda Fountain, had five organizations assisting them in their pursuit, including Tecumseh Economic Development, REAP, NEDED, Johnson County Economic Development, and Tecumseh Federal Bank. These partners have committed to continuing their assistance in the attraction of future development opportunities. This funding is currently available through September 30, 2024.

E. Downtown Organization or Redevelopment Authority

Recently Tecumseh residents felt the future of the historic square needed to be addressed and that a committee should be formed to focus solely on downtown redevelopment opportunities. With the help of Tecumseh’s Economic Development Committee, the Historic Square LLC was organized and their mission is to maintain the integrity of the brick streets and buildings and plan for their upkeep. The group is made up of concerned citizens, downtown business people and downtown building owners. To date this group has acquired three buildings, two of which were in danger of being demolished and which are now in the process of renovation. The other property, with the assistance of the Tecumseh ED, is now the location of Big Brothers Big Sisters. With continued vigor, the Mayor appointed a Downtown Steering Committee to directly oversee and guide the city engineers in a redevelopment plan that would replace the square’s 100 year-old water lines and bury the electric service. Additionally, sidewalks, parking and street improvements will be part of the Historic Downtown project. The City’s hope is to contract with Olsson and Associates for engineering plans while SENDD works on grant applications.

F. Other Entities

Tecumseh is very fortunate to have an “anonymous” group of individuals who, for years, have contributed money to help fund development within our community. They were instrumental in locating Tecumseh State Correctional Facility in the Tecumseh area, the recruitment of Orscheln Farm and Home Store, Dollar General, and many other businesses to Tecumseh. By leveraging their dollars with those provided by Tecumseh’s Economic Development Committee, we have been able to “package” very attractive incentives for potential businesses.

3. Describe level of volunteerism within your community

A. How does your community recruit volunteers?

Tecumseh's volunteer recruitment has been successful because people have a multitude of opportunities to choose from. Additionally, children are strongly encouraged, and sometimes required to volunteer by their church and the school, in the hopes it will inspire a lifetime of volunteerism. Local churches immediately embrace their new members by asking them to serve those in need. These church groups were the first to volunteer in assisting at-risk youth by becoming mentors with the Big Brothers Big Sisters Program. The Johnson County Blood Mobile is made up of women's groups from all over the county. They are able to recruit volunteers by advertising in church newsletters, the local paper and personal calls. The Mayor and Council encourage volunteer leadership in the community by appointing citizens to vacancies on boards and committees. Many times vacancies are advertised in the paper, other times the Mayor will take recommendations from the various committee members. Other community groups and organizations recruit volunteers through person to person contacts, asking friends and family to help out with an event.

B. What types of volunteer opportunities are available?

As mentioned, the City is dependent on many boards and committees and the following is a list of groups that offer volunteer opportunities: Airport Zoning Board, Architectural Review Board, Ball Association, Board of Adjustment, Board of Public Works, Community Building Board, Handibus Board, Economic Development Citizen's Advisory Committee, Economic Development Loan Application and Review/Development Board, Housing Authority, Tecumseh Volunteer Fire Department, Tecumseh Rescue, P.E.O.(women's philanthropy), Girl Scouts, Boy Scouts, Tecumseh Civic Club, Chamber of Commerce events, Johnson County Central Booster Club, Southeast Nebraska Community Band, Tecumseh Arts Council, Bickel Nelson VFW, Tecumseh Alumni Foundation, Tecumseh Community Foundation, Community Closet, numerous church organizations, Blood Mobile, Tecumseh Food Pantry, Historic Square LLC, Big Brothers Big Sisters and the Cemetery Board.

C. How does your community show appreciation of its volunteers?

The vast majority of volunteers are recognized in the local newspaper, the Tecumseh Chieftain, where pictures and articles celebrate the efforts of these folks. There are also many groups that hold their own recognition events by hosting open houses, appreciation banquets or "meet and greets." The City of Tecumseh recognizes their employee's contributions by mentioning them in the City's newsletter, entitled, Stuff You Need To

Know. Each month the At-a-Boy Award is given to those employees who have gone above and beyond what their job requires. Students are also recognized throughout the year with awards and scholarships provided by private individuals and local businesses. The Chamber of Commerce hosts a holiday luncheon each year at Ridgeview Terrace Assisted Living where business people are honored for their contributions to the community. Tecumseh Economic Development Committee honors volunteers by working with the Tecumseh Chieftain in sponsoring a city-wide volunteer recognition night at the February City Council meeting. Applications for this are solicited from people in the community through advertisements in the paper. There is a youth category and an adult category and everyone that is recommended will be awarded a certificate at the February Council meeting. The Volunteer of the Year is then chosen from these applicants and that person is then recognized at the annual Home and Garden Show in April.

SECTION TWO - STRATEGIC PLANNING

Community Assessment

1. Describe the process and tools used to conduct the community assessment

The City of Tecumseh developed a Community Needs Identification Survey in the fall of 2010 after hosting two town hall meetings and numerous committee meetings to determine the content of the survey. It was distributed to all utility rate payers in Tecumseh (approximately 800 people). It addressed infrastructure, code enforcement, recreation, downtown revitalization of the historic square, sewer and wastewater systems, abandoned buildings, drinking water, handicap accessibility to City Hall, police protection and the use of bonds for financing matching funds. The City of Tecumseh received nearly a 30% response to the survey – approximately 250 people. The results were tabulated by the Southeast Nebraska Development District and reported back to the City. This provided a list of items, ranked by importance, from the public. A town hall meeting was also held on February 8, 2011 to gather information on five additional topics required under the Leadership Community Application. There were between 60-70 people in attendance at this meeting. Additionally, the city hired a private consultant to conduct interviews with local businesses to determine their communication and employment issues. Other assessments completed in the community have led to an upcoming expansion of the Johnson County Hospital to incorporate their off-site clinic and the completion of the 2007 consolidation of the Nemaha Valley School District and the Tecumseh Public School District.

2. Describe the involvement of stakeholder and the community at large.

Public input from the town hall meetings in 2007 and 2008 that brought about several issues of concern. Much of the discussion centered around the downtown area and therefore prompted the formation of a committee to work primarily on downtown revitalization. The committee members were chosen because of their knowledge of the project, their investment in the square as owners or employees of businesses in the historic district or their experience with the original 2001 plan. In addition, the City asked that the County have representation resulting in a county commissioner sitting on the committee. Additional committee meetings were then held to better focus on the future of the Historic Square and they reported their results at a town hall meeting on November 1, 2010. The December 2010 Community Needs Identification Survey was then sent out to 800 people with their utility bills asking the citizens to rank their top 5 issues in order of their importance to them. Another town hall meeting was then held on February 8, 2011 to discuss the results of this survey and to discuss some further issues that had not been included on the survey. About 60-70 people attended this meeting.

3. Describe the results found from the assessment process.

The results of the Community Needs Identification Survey that was conducted in December 2010 ranked 14 issues in order of importance. The top 5 included: downtown historic square infrastructure (streets, water, sidewalks, storm drainage), demolition and site clearance of derelict/abandoned properties, sanitary sewer/waste water collection system, street conditions (other than historic square), and the swimming pool. At the town hall meeting held on February 8, 2011 some additional topics were discussed and then prioritized into the Needs Survey results to come up with a revised list of priorities. After discussion the group did revise the list by removing the sanitary sewer/waste collection improvements since this issue has really been addressed with a new treatment plant. They also felt that employment recruitment and retention should be added into the top five priorities list. City officials are incorporating all of this input and feedback to put together their strategic plan.

4. Specifically address findings in the following areas:

a. Communications

i. Cell phone coverage

Cell phone carriers in Tecumseh consist of Verizon, AT&T, Sprint, and Cellular One. Of these, Verizon offers the best coverage for mobile service and wireless broadband at 4-5G download. AT&T, Cellular One and Sprint are adequate but offer less than adequate coverage, download speeds are 1-3G at best.

Negotiations have continued over the last five years in improving the coverage for not only the City of Tecumseh, but also Southeast Nebraska. Verizon has made some strides in this area, but they have stated that for "such a large investment right now the customer base is not there." AT&T and Sprint have no plans in the near future to upgrade, the hope is to enter into an agreement with Verizon to share their transmitting towers. Cellular One does have a marginal agreement to do this but coverage is unreliable.

Overall the public is satisfied with cell phone coverage in town. There are a few areas outside the city limits where coverage needs improvement. Discussion included comments that the city is planning to go to "remote" electronic metering of utilities which could put a strain on the current cell phone towers in the area. Another business is also considering remote monitoring of some of its large equipment. It was suggested that they talk to the service providers to assess these options further and how it would affect coverage in the area. A sample survey of

businesses also indicated that cell service is adequate inside the city limits and meets all expectations at this time. Tecumseh continues to try and improve the accessibility of all wireless capabilities currently available.

ii. Broadband capabilities

Public input on internet capabilities indicated that service is satisfactory. The bandwidth is there, you just have to decide how much you need and are willing to pay for it. Some of the businesses like the hospital, banks and school have T1 lines for dedicated and secure service. Overall input was that we have satisfactory service in town. A survey of area businesses also indicated that internet service is adequate and does not hinder their business in any way.

The city has internet service offered mainly through 3 carriers: Windstream Broadband DSL, Time Warner/Road Runner DSL Broadband and Haug Communications Broadband Satellite Feed. It was noted that Time Warner needs to upgrade their equipment to provide faster service. One area of desired improvement is to lower the cost to maintain a land line in order to receive internet through the phone lines with Windstream.

The city is planning to include a fiber-optic conduit pipe under the street/sidewalks during our downtown revitalization project to be prepared for any future upgrades to technological services. This will be addressed in the engineer's plans and specs for the downtown revitalization project and will occur when the project is underway.

b. Health Care

Discussion about health care in Tecumseh indicated that people are satisfied with the services available. We have two medical clinics, a hospital, a nursing home, an assisted living facility, an independent living facility, two pharmacies, a dentist, and an eye doctor. The hospital provides a wide variety of in-patient and out-patient services and brings specialized services into the hospital on a rotating basis, such as MRI scanners, heart specialists, orthopedic specialists and many other needed care providers. Additional, more advanced services are available in Lincoln, less than an hour away.

Following months of planning, the Johnson County Hospital will start on a major expansion to incorporate the Tecumseh Family Health Clinic as part of the hospital's facility. This \$3.4 million expansion will include the clinic along with remodeling patient rooms.

Public discussion also focused on Wellness Programs in the city. People felt that there is interest, but there are no organized programs at this time. We do have a small fitness center in town that is available to the public for a small membership fee. Other facilities available to the public include the weight room at the school and basketball/volleyball courts at the Community Building and Baptist Center. These facilities are usually made available for free to any teams that want to practice or play there.

The city also has a volunteer rescue squad that responds to emergency calls on a 24-hour basis. There is a need for new members to be added. The training would be paid for by the rescue squad, but it can take considerable time to become qualified and to maintain your certification with continued education.

Further discussion on health care plans will be dependent upon many issues being discussed on the national level with legislation on health care reform. We will need to see what happens before investing additional funds on infrastructure, because the face of rural health care may change significantly in the near future.

c. Housing

Residents participated in a housing study in the late winter, early spring of 2008/2009 and it was determined that Tecumseh needed to rid itself of approximately 50 derelict or dilapidated residential structures before considering adding any more units to the housing stock. Our recent community needs survey in December 2010 also indicated a concern among residents to continue this work. The City of Tecumseh applied for and received a \$110,000 Neighborhood Stabilization Program Funds (NSP1) grant to tear down sixteen residential structures. The City also received \$250,000 in Housing Rehabilitation Funds to make homes more energy efficient. Funds can be used for window/door improvements, new roofs, insulation, heat/air system improvements, downspouts, lead remediation and water heaters. The funds are available until November, 2011 and we hope to assist 10 homeowners with these funds. In addition, the City funds a program that provides incentives to dilapidated home owners to tear down these structures by paying them \$2,000 for each house demolished. This resulted in four demolitions. The City's Building Maintenance Code Official issued ten Notice of Orders in 2009/10 which led to the demolition of nine structures.

The Housing Study is located online:

<http://tecumsehne.com/tecumseh%20update/TecumsehNebraskaHousingStudyMarch.pdf>

d. Education

There was not any concern about the quality of education noted at the February 8, 2011 town hall meeting. Discussion included the mention of more drug/alcohol education programs for students and teachers, including the DARE program and narcotic education training for teachers so they would know what to look for. There are a few programs offered in the area including a Safety Day that covers farm machinery safety, 4-wheeler safety, guns, livestock, drugs, etc. This is mainly for 5th & 6th graders in the community. Our nursing home facility offers Nursing Assistant classes to high school students and the hospital offers student “shadowing” of some jobs at the hospital. The school also celebrates Fire Prevention Week every year with visits from fire department personnel and completion of safety information booklets.

e. Employment

General consensus of the participants at the town hall meeting was that this was an area of great concern. They wanted to add this to the top 5 priority list to focus on business retention and recruitment.

Participants felt that employers and residents would be more attracted to Tecumseh if the city “looks good.”

Awareness of business assistance for start-ups and existing businesses needs to be raised. We need to better promote the Rural Enterprise Assistance Program (REAP) and the services that the City of Tecumseh Economic Development Committee can provide. We need to help people start small businesses in town.

Specific service-type businesses are needed in Tecumseh – like grocery stores and trades people, e.g. electricians, plumbers, carpenters. Residents need to support and buy from local stores and businesses. We need to educate residents on the importance of this to be able to sustain these businesses.

Participants would like to see a focus on employment, jobs and lifestyle. Need to see employment opportunities for spouses of those working at the Tecumseh State Correctional Facility.

They would like to see business transition training and assistance programs offered. Need to seek ways to lessen the debt load for the younger generation desiring to start a business. The City does have incentive funds available to new businesses and/or

businesses adding new employees. The funds are dependent on the number of new positions created and how long the positions will be in place.

f. Recreation/Tourism

The input at the town hall meeting on February 22, 2011 was that the town needs more family activities. The swimming pool was discussed at length – the need for constant repairs has been an issue, but replacing the pool seems out of reach right now. Participants think that replacement should be considered very soon with more of a water park theme with zero depth areas included. Others felt that we just need to maintain what we have – including keeping up on park, creek, city pond, and fairgrounds maintenance. There was some discussion about adding electrical hookups and RV parking at the south park.

This discussion also included ideas for “selling” the community. More advertising and promotion of the town and all it has to offer. Use of the website to promote special events like Heritage Days needs to be done. Participating in various visitor guides was also mentioned. The mayor of Tecumseh has already put together a community “pride” committee to promote the beautification of the city. Residents can report any issues to members of the committee to discuss and address.

We have a very diverse spectrum of recreation and tourism opportunities in the immediate and surrounding areas of the community. Within the city limits we enjoy local playgrounds, softball and baseball parks, swimming pool, outdoor basketball, tennis and volleyball courts, fairgrounds, historic building district, community building and a library. Additional opportunities nearby include a golf course, several wildlife management areas for bird watching, fishing and hunting and preserved prairie where many species of birds can be found, including the prairie chicken. Other state and federal parks are also within short driving distances, such as Homestead National Park, Burchard Lake, and Indian Cave State Park. Other tourism sites include nearby wineries in Pawnee City, Nebraska City and Brownville and several area Bed & Breakfast opportunities for special lodging arrangements. Promotion of these areas is done mostly through the Convention and Visitor’s Bureau, Chamber of Commerce and web page listings. Local and regional advertising is done in the newspapers and posters for individual events are also distributed.

5. Attached are copies of our Community Needs Identification Survey completed in December 2010 and meeting notes from the Town Hall Meeting held February 8, 2011.

Attachment: Community Needs Identification Survey Results (**See Attachment 7**)

Attachment: Town Hall Meeting Notes (**See Attachment 8**)

Community Profile

1. The community profile was developed by Blackhills Energy. The information is taken from LOIS, which compiles the data from a multitude of national resources.
2. The link to Tecumseh's community profile is:
http://www.locationone.com/lois/logon.do?username=LocationOneNE&appsection=community&community_id=1110&page=1
3. The profile is updated by Blackhills Energy and the Tecumseh City Clerk as changes are needed.

Strategic Plan

1. Provide a one page summary of a community strategic plan, including the process used for its development. The strategic plan must be current or reviewed within the past 12 months.

In phase one of the strategic planning process, the City of Tecumseh conducted a needs identification survey in November 2010. The survey addressed fourteen community and economic development issues and it asked rate payers to rank their top five issues in order of their importance. The top five issues were (1) Repairs to the downtown historic square infrastructure, (2) The demolition and site clearance of derelict/abandoned properties, (3) Sanitary sewer/waste water collection system, (4) Street conditions and (5) Swimming pool. They were also asked whether or not they would support the use of bonds to help finance the matching funds needed to secure grants for the funding of water, sewer, streets, and sidewalk improvements on the Historic Square. A resounding 79% said yes. Additionally rate payers were asked if they would support a contract with the Johnson County Sheriff's office for the City's law enforcement needs. Response was 66% in favor of this idea.

Phase two consisted of two planning meetings with the Board of Public Works, the management team (department heads and City Clerk), and the Mayor. The goals were based on the capital improvement plan, advice from department heads and themes set forth in the mayoral campaign.

Phase three of the strategic planning process took place on February 8, 2011, in a town hall meeting. The facilitators reported on the results of the needs survey and then asked attendees to discuss the additional issues of communications, health care, education, employment and recreation.

The group again discussed the needs survey priorities following a review of the additional topics as noted above and it was felt that the #3 priority of the needs survey had been addressed with the completion of the improvements to the wastewater treatment plant in late 2010 and that Employment should be added to the top five needs list to ensure that it would be included in the Community Betterment/Economic Development Plan. At this point they agreed upon the priorities in this order: (1) Downtown historic square infrastructure, (2) Demolition and site clearance of derelict/abandoned properties, (3) Employment , (4) Street Conditions, and (5) Swimming Pool.

City leaders then took this information and formed a Five Year Strategic Plan with goals, strategies, and action plans. This is a brand new plan for the City of Tecumseh and we will be striving to achieve success as we work through the action plans on many of the items of concern over the next few years. The plan also includes other internal infrastructure goals and issues that the City would like to address along with particular goals of the mayor.

2. Did strategic plan address the above issues (communications, health care, housing, education, employment, recreation). Discuss these issues and the goals and objectives identified to meet challenges in these areas.

Of these issues, employment was the one that was of most concern to the citizens. We have included a specific action plan for this issue within the strategic plan. We would like to expand incentives for existing and potential business development. This will mean looking for additional funding sources. We need to promote Nebraska Workforce Development and Nebraska Economic Development programs more aggressively to help expand and retain employment opportunities. Strategies include expanding our interviews with businesses to find out their needs and help them solve any issues that will help them retain employees or create new positions in the community. We would like to do many more of these interviews each year and follow-up more often to stay on top of any upcoming needs.

We are also addressing concerns about recreation, including our local swimming pool. We have actually put together two different actions plans – one for repairing the current pool and a second one for the possibility of a new pool in the future. The City has already done some research on repairs in the near future, but they would also like to start looking into plans for a new pool down the road. It will take some time to develop a study and engineering plans for such an endeavor, but we definitely wanted to place this in the strategic plan to work on.

We also included an action plan for creating additional recreational vehicle pads at the south park at the fairgrounds. This was an issue brought up during the town hall meeting when we discussed recreation and we are including it in the strategic plan. We will begin by meeting with the other entities that own the fairgrounds to see if they are interested. We hope to partner with these entities to be able to implement this suggestion within the next year.

3. The strategic plan page and action plans are included as attachments.

Attachment: Strategic Action Plan (**See Attachment 9**)

SECTION THREE – COMMUNITY PLANNING AND ZONING

Comprehensive Plan

1. Provide a one page summary of the community's comprehensive plan, including the process used for its development.

In the late 1980s the Mayor and Council attempted to stem the tide of the growing number of empty and deteriorating buildings in the Historic Downtown Square by partnering with the University of Nebraska's Architecture School to create a plan to rejuvenate this part of town. But it soon became evident that this was little more than an artist's rendering of what could be done if funding was made available and the idea was scrapped. Several years passed and in late 2000, Tecumseh's City Council hired JEO Consulting Group, Inc. to conduct research and prepare a Comprehensive Plan for the city in response to the concern over the vacancies in the Historic Downtown Square.

The newspaper, acting as a conduit for information, assisted with the marketing of the initial town hall meeting, and kept the citizens of the community informed as to the progress of the committees. Fifty people gathered at the initial meeting, which was held at the district court room of the court house, and attendees were asked to identify issues of concern. Tecumseh residents indicated that the MBA plant was the dominant issue facing the community but other important issues included funding sources, more minority involvement in the government, the new prison, annexations and suitable industrial sites. In all there were 21 issues identified, but in the final determination only 12 of those issues received points from the group. Once these issues were identified, attendees were asked to choose a committee that they would like to serve on and after a series of committee meetings, each committee presented their recommendations to the group. Those recommendations were then compiled by the consultants, and distributed to the participants for further input. The end result was a plan that promoted orderly growth and development for the community and provided policy guidelines to enable citizens and elected officials to make informed decisions about the future of Tecumseh. For Tecumseh, the goals and policies were formulated under generalized categories or issues and those categories included the following: Conservation and Environment, Economy and Economic Development, Education, Public Health and Safety, Land Use, Parks and Recreation, and Transportation.

As with any comp plan, there needed to be an action agenda that would address the plan, and city leaders adopted support programs such as the annual capital improvement investment plan, zoning regulations, subdivision regulations and plan maintenance. In addition, an annual review of the plan would give citizens or developers an opportunity to present possible changes (amendments) to the plan, identify any changes in the status of projects

called for in the plan, and bring forth any issues, or identify any changes in conditions, which may impact the validity of the plan. The plan then addressed the methods for evaluating these changes in an amendment process.

At the April 2001 City Council meeting, the Comprehensive Plan was adopted and to date we are continuing to address these issues through various regulations and ordinances.

2. A copy of the Comprehensive Plan is located online at <http://www.morrisseydallugelaw.com/tecumseh-city-codes.html>. Click on Comprehensive Development Plan (Full Screen) to view.

Capital Improvement Plan

1. The Capital Improvement Plan is include as attachments:
Attachment: Capital Improvement Plan (**See Attachment 10**)

Zoning and Subdivision Ordinances

1. The link to the Zoning and Subdivision Ordinances is:
<http://www.morrisseydallugelaw.com/tecumseh-city-codes.html> Click on Tecumseh Zoning Regulations (Full Screen) and Tecumseh Subdivision Regulations (Full Screen) to view.

Building Codes

1. Are housing codes in place?

The City has adopted building code regulations. The regulations are based on standards from the International Code of Councils International Building Code, 2009 edition, the Elevated Structures HUD-FLA-184, dated September 1984 and the Flood-proofing Non-Residential Structures, F.E.M.A, Publication No. 182, dated May 1986.

The Building Code is adopted by reference in city code 9-301 and Ordinance #08-1005 on November 3, 2008. Also adopted by reference in City Code is 9-302 Housing Code (International Conference of Building Officials Uniform Mechanical Code 2009 Edition), City Code 9-303 and 9-304 Plumbing Code, City Code 9-305 the 2008 Edition of the Electric Code, 9-306 the 2009 Edition of the Life Safety Code i.e. Fire Code and by reference City Code 9-307 International Property Maintenance Code 2006 Edition.

2. Are nuisance ordinances in place?

Yes, the 2010 edition of the Tecumseh Municipal Code addresses nuisances in Chapter 4: Health and Sanitation section 4-207 – Garbage & Refuse, 4-302 – General Definition, 4-306 – Outdoor Furniture Storage, and Chapter 6: Police Regulations section 6-320 – Weed/Litter/Stagnant Water, 6-321 – Abandoned Autos, 6-322 – Junk Vehicles/Machinery, 6-323 – Removal of Vehicles/Machinery and 6-325 – Excessive Noise.

3. Building/housing codes (Chapter 9), and nuisance ordinances (Chapters 4 & 6) are located online at: <http://www.morrisseydallugelaw.com/tecumseh-city-codes.html>. Click on Tecumseh Municipal Code (Full Screen) to view.

Code Enforcement

1. Who is responsible for code enforcement?

In addition to law enforcement, the City of Tecumseh has two nuisance code enforcement officers and a Building Maintenance Code Official. The nuisance code officers will address any citizen complaints they receive and also keep an eye out for any violations they see during their regular duties. A written letter will be sent to the homeowner and a personal visit will usually also be made to explain the problem. If no response is received then the city attorney will get involved. The Building Maintenance Code Official handles complaints about structure safety – including things like a hole in a roof, broken windows, animals entering unoccupied buildings. The official will investigate the violation/report and send a letter to the owner giving them a number of days to fix the problem or the city will come in and fix it at the owners cost.

2. How often are inspections done?

The Building Maintenance Code Official will be called in to make inspections a few times per year – we usually will accumulate several complaints for them to handle at once. Nuisance code inspections are done on a continual basis as violations are reported.

3. How many violations have there been in the past 24 months.

There were 35 violations letters sent to property owners in the past 24 months. In general, they were mostly related to abandoned vehicles and weed/litter violations. Our law enforcement officials handle any unlawful violations and parking issues.

Building Permits

1. Describe the process for issuing building permits in your community.

All Building/Demolition/Moving Permits are generated by the City Clerk regardless if they are for commercial or residential property. Applicants must bring a drawing or copy of their plans to city hall with property lines identified and distances from property lines to proposed buildings or additions clearly marked. The dimensions of the building/addition must also be identified. With the assistance of the clerk, the applicant fills out the application and leaves it with the Clerk for review. Any questions regarding zoning regulations for that particular zoning district will be referred to either the City Attorney or building inspector. In the event a variance is requested, the Board of Adjustments will meet with the applicant to review their request. Their decision is considered final. Upon approval of the permit, city fees are assessed as are the building inspection review fees for foundation, framing, and final inspection.

SECTION FOUR – BUSINESS AND TECHNOLOGY

Business Retention and Expansion Program

1. Provide a summary of the BR&E program, including:

a. How many businesses/industries are visited with annually?

The City of Tecumseh Economic Development Director typically conducts 4-6 on-site visits annually unless otherwise needed or requested. The Tecumseh Economic Development Committee feels that this number will correctly identify potential issues or needs that local employers might have. If the need should arise to conduct more than the usual number of visits, the Director has been instructed to conduct those as well. In addition to the annual visits, the Director conducts informal visits with approximately 10-12 employers, this information is useful in identifying which employers are in need of a lengthier visit.

b. How are visits conducted and who is involved?

On-site visits are conducted by the Director and the manager or owner of the business. Depending on the business, a Human Resource contact may be involved, or may be the sole contact; this is determined by the employer. The forms currently used by NDED (Business Retention Expansion Interview Sheets) were chosen by the Development Committee to serve as a guide in gathering the relevant information for each business. All information is confidential, unless otherwise approved by the employer.

c. What is done with data collected?

Once all data has been assessed by the Director and Committee, goals and strategies are developed to address the needs of the business. These recommendations are presented to the employer in a follow-up meeting and discussions focus on a plan to assist the business. The plan may call for training, financial assistance, names of consultants or employee retention strategies. At this point the Director will then bring together all necessary resources to try and best serve that business.

d. How is follow-up initiated and tracked?

The Director always schedules the date for the follow-up meeting while he is at the initial meeting. We try to schedule a follow-up meeting within one month. He explains that he

will take this information to the committee and it will be addressed at their next meeting (the second Monday of month). In this way the follow-up visit will take place as soon as possible following the committee meeting. The Director is in continuous contact with the business and the committee while he explores options, like researching funding options, technical assistance from agencies, etc. During the follow-up visit, the Director assures the employer he will continue to follow-up until the business feels they have come to a satisfactory outcome or they made contact with other partners that can help them. As always, the Director reminds the business to call him for assistance or to share good news. All information is kept confidential and placed in that company's file.

- e. Provide an explanation of the recognition program for local businesses/industries.

Last summer, Tecumseh's Economic Development Committee resurrected the Business/Customer Appreciation Barbeque. Although the Chamber of Commerce was recognizing their member businesses at their annual luncheon, non-members were not necessarily being acknowledged and the committee felt it necessary to thank these businesses for their investment in Tecumseh. It also gives businesses an opportunity to thank their customers for shopping with them. The Development Committee has also made available grants of \$3,000 per business, per year for those who wish to improve the exterior of their buildings. This is a matching grant program and businesses are strongly encouraged to buy their materials locally if at all possible. To date \$49,500 dollars has been granted.

Web Presence

1. Tecumseh LOIS site:

http://www.locationone.com/lois/logon.do?username=LocationOneNE&appsection=community&community_id=1110&page=1

Tecumseh NEDI site: <http://sites.nppd.com/aedc/fastfacts.asp?city=Tecumseh>

City of Tecumseh website: <http://www.tecumsehne.com>

2. The city currently hires a website service contractor to update and maintain the site. We do have a local chamber member who is interested in taking over the website maintenance soon. The City Clerk provides most of the information needed to update the site. This is an area that we plan to place more emphasis on in the future.
3. Community website components

We have updated our website to include all of the components required in the application. We will continue to improve our website to include information needed and desired by our community.

SECTION FIVE-IMPLEMENTATION

Local Financing and Business Assistance

1. Local Financing and Incentives:

Tecumseh's Economic Development Committee offers several options for business retention, expansion and new business. Currently, the Committee uses LB840 financial assistance as well as CDBG Revolving Loan Fund programs. Many years ago, a group of local investors formed a Development Group and they have been instrumental in providing funds for various projects throughout the years. Most recently the Ramsey Family Fountain obtained a combination of CDBG, LB840, and Development Group funds that enabled them to make their business a viable part of the community. The LB 840 Committee has developed a loan program based on a new business's ability to maintain or create full time employees. The committee also can offer small loans at low interest rates. The CDBG funds are currently all committed and all payback funds are being returned to the State. We do not have any CDBG funds available right now, but we may apply for some in the future.

2. Business and Entrepreneurial Assistance

Submit a summary of the local or regional business assistance programs, including technical support, management support, and entrepreneurial support.

The city's Economic Developer assists new and existing businesses by exploring several different kinds of opportunities. The LB840 committee can assist businesses apply for monies from the regional loan fund operated by Southeast Nebraska Development District (SEND), which follows the CDBG requirements. These funds can be loaned out to new/expanding businesses that create or increase the number of employees. They can receive up to \$5,000/new employee for a 5-year period. These loans can be forgiven if the business maintains the new employees for that 5-year period. Businesses can also apply for help through REAP for assistance with business plans, research potential markets, discuss management issues with experienced business specialists and even apply for a small business loan. We have local sources for help with developing a business plan as well. We can offer assistance by pointing them in the direction of Workforce Development, USDA or NE Dept. of Economic Development for help in various areas like training or assistance in finding employees. We also have regional CDBG grant funds available through SEND that can assist with industry loans in our area.

City of Tecumseh

Name of Applicant Community

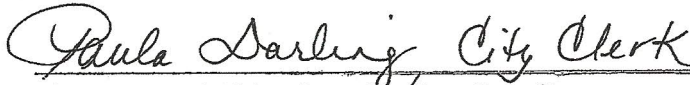


Signature of Applicant Community – Chief Elected Official

3-7-2011
Date

Paula Darling, City Clerk

Name of Application Coordinator



Signature and Title of Application Coordinator

3-7-2011
Date

ATTACHMENTS

City of Tecumseh

P.O. Box 417
Tecumseh, NE 68450-0417
402-335-3570

December 6, 2010

Dear NCIP Committee,

The City of Tecumseh has designated Paula Darling, City Clerk of Tecumseh, as the contact person for all questions or concerns regarding the NCIP Leadership Community Application. She can be reached by phone at 402-335-4011 at City Hall in Tecumseh, Monday through Friday from 8:00 a.m. – 5:00 p.m. or by email at pdarling@windstream.net.

In the event you are not able to reach her, please contact Doug Goracke, the City's Economic Development Coordinator on his cell phone at 402-335-7067 or email at dg55833@windstream.net.

Both of these people will be working closely with the myself and the City Council to achieve this designation. If you could include them both in all correspondence it would be greatly appreciated.

Sincerely,



William Montz Sr., Mayor

RESOLUTION OF SUPPORT
RESOLUTION # 10-23

WHEREAS, local municipal government, county government, and regional economic development entities must provide leadership and coordination for economic development efforts; and

WHEREAS, economic development needs can best be solved through a cooperative effort between local, county, regional and state economic development organizations and entities; and

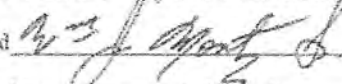
WHEREAS, there is need to recognize and promote our community's organizational readiness, infrastructure investment, ability to respond to business needs, and

WHEREAS, then Nebraska Community Improvement Program's Leadership Community Certification, administered by the Nebraska Department of Economic Development, has been reviewed and found to be a program promoting our community's economic development preparedness;

THEREFORE, the City Council of Tecumseh Nebraska, do herewith pledge their full support, endorsement, and cooperation for participation in Nebraska Community Improvement Program's Leadership Community Certification by the City of Tecumseh.

Approved this 6th day of December, 2010

Signed


Mayor of Tecumseh, Nebraska

Sendd

SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT

2631 "O" STREET
LINCOLN, NEBRASKA 68510-1398
TELEPHONE: (402) 475-2560
FAX: (402) 475-2794

P.O. BOX 308
HUMBOLDT, NE 68376
TELEPHONE: (402) 862-2201
FAX: (402) 862-2201

TO: City of Tecumseh, to be used as part of the Section 1.c.) Letters of Support from a regional Economic Development entity as part of the Leadership Community Application

FROM: Kevin Burnison, Development Specialist, Southeast Nebraska Development District

RE: City of Tecumseh Leadership Community Application
Section 1.c.) Letter of Support

DATE: 12-13-2010

#1) The Southeast Nebraska Development District (SENDD) is a regional Economic Development entity of which the City of Tecumseh is a member via interlocal agreement. SENDD is a US Department of Commerce, Economic Development Administration (EDA) designated Economic Development District (EDD).

#2) The City of Tecumseh and SENDD share a vital partnership: SENDD provides shared staff support to the City of Tecumseh as the City and Community leaders strive to enhance the economic climate of the community. Whether it is planning support for projects such as the proposed Tecumseh Town Square/Down Town Revitalization project that is being proposed for 2011, ...or whether it is the EDA Public Works project that provided substantial funds (\$750,000) for the public works (water tower and waste water/sanitary sewer connection) that were needed for the Prison in 1999, ...or a host of smaller technical assistance activities, the City of Tecumseh and SENDD have an active and vital working relationship.

#3) SENDD Staff and the SENDD Governing Board supports and encourages efforts such as this Leadership Community designation that the City of Tecumseh is pursuing here.

Should you have any questions, feel free contact me or any of the SENDD staff.

We look forward to working with Tecumseh as they attain this Leadership Community status and as they move forward to implement critical projects that are a part of the community and economic development strategy of the City of Tecumseh.

cc. David Taladay, Ex.Dir. SENDD and the SENDD staff.



Janelle Moran, Southeast Business Specialist
Email: janellemoran@diodecom.net

REAP is a Program of the Center for Rural Affairs



December 13, 2010

Nebraska Department of Economic Development:

I am submitting this letter in support of the City of Tecumseh Economic Development's NCIP application review. In recent years the City of Tecumseh's Economic Development has made positive, new changes of staff and board. Mr. Doug Goracke along with the city board have been pushing forward on many community projects, such as removing deteriorating properties from the community through the NSP program, which has made a noticeable difference .

I have had the opportunity to work directly with Doug and the City of Tecumseh on new business ventures in Tecumseh including Highway 50 Smokehouse and Liquor as well as R & B Equipment Rentals , both who are currently in business . Currently, I am collaborating with Doug on a couple additional businesses possibilities. Until the recent staff and board changes I hadn't received any referrals from the City of Tecumseh. It is truly evident that Doug along with the board are progressive planners and are serious about putting plans into action. The City of Tecumseh has had more small business growth in the past year than many recent years combined. As a resident of the Tecumseh area myself, it is exciting to see progress in our community!

I believe the NCIP designation and funding will continue to keep the City of Tecumseh's Economic Development moving forward in a time when local small business will continue to be the back-bone to the local economy. Tecumseh has a staff and board that are ready to take on the challenges given the opportunity and resources needed, I wish them the best!

Sincere Regards,

A handwritten signature in black ink that reads "Janelle Moran". The signature is written in a cursive, flowing style.

Janelle Moran
REAP Business Specialist

NEBRASKA CITY AREA Economic Development Corporation

SERVING OTOE COUNTY

1024 Central Avenue
Nebraska City, NE 68410
P: 402.873.4293 | f: 402.873.4578
www.NebraskaCityAreaEDC.org

Stephanie Shrader, Executive Director
director@nebraskacityareaEDC.org

December 16, 2010

Nebraska Department of Economic Development
301 Centennial Mall South
PO Box 94666
Lincoln, NE 68509-4666

RE: Tecumseh, NE CDBG / NCIP Leadership Community.

Good Morning,

This letter is in support of Tecumseh's application for the grant with the NCIP Leadership Community.

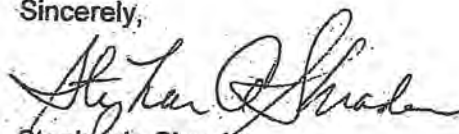
Tecumseh's investment in the Southeast Nebraska Partners for Progress regional economic development group has helped our group to promote opportunities throughout Southeast NE for both business and job opportunities. This five county regional group has been active in promoting the area as a great place to live and to do business.

An important piece of the five county group (Southeast Nebraska Partners for Progress) is our work with the I2E club (Investors, Inventors and Entrepreneurs). The I2E club's primary focus is to actively work to help small entrepreneurs in our region. With monthly speakers, one of the most well received and engaging speakers for the group has been business owners from Tecumseh. Their insights into doing business in a rural community were of great value to the group.

Trips to Tecumseh, the county seat of Johnson County, shows a community that demonstrates its pride of ownership not only in the homes but businesses as well and this is further demonstrated by their busy court house square. Tecumseh has a active leaders, who are frequently seen at regional events.

Tecumseh is to be commended for their continued efforts to make Tecumseh and Johnson County a strong member of our Southeast Nebraska Region. On the regional level Tecumseh has also been supportive of the Pawnee Lake project, recognizing that what is good for Southeast Nebraska is good for Tecumseh.

Sincerely,



Stephanie Shrader
Executive Director

2010 Board of Directors
Executive Board
Rick Freshman, Chairman
Otoe County
Brenda Baumann, Vice-Chairman
American National Bank
Kathy Kaufman, Secretary
Nebraska City News-Press
Leroy Frana, Treasurer
Nebraska City Utilities

Board Members
Roger Clausen, Past Chairman
Commercial State Bank
Paul Bachman
Arbor Bank
Doug Freidli
Nebraska Community Foundation
Mayor Jack Hobbie
Nebraska City
Brent Shanholtz
Tri-State Office Products
Harry Larson
Larson Motors
Arvon Marcolte
Farmers Bank & Trust Co.
Dave Messing, Past Chairman
Dock Board
Dorothy Symonsbergen
Nebraska City Upholstery & Design
Melissa Turner
Nebraska City Tourism & Commerce, Inc.

Government Partners
City of Nebraska City
Otoe County
Nebraska City Utilities

Platinum Partners
St. Mary's Community Hospital

Gold Partners
Arbor Bank
Omaha Public Power District
Cargill Value Added Meats
Concrete Industries
Farmer's Bank & Trust Co.
VanderVeen & Goracke, CPA

Silver Partners
American National Bank
Commercial State Bank
Hampton Commercial Construction, Inc.
HWS Consulting
JEO Consulting Group
Kirkham Michael
Olsson Associates
Diversified Foods and Seasonings
Schemmer Associates
Time Warner Cable
Windstream Communications
Tri-State Office Products
Century21-Bremer Agency

Bronze Partners
Heartland Community Bank
Borns Financial Planning, Inc.
Professional Mortgage Services
Miller-Monroe-Farrell/Home Real Estate
JJ Palmtag

Affiliate Partners
Dan Glittinger



Morrissey, Morrissey & Dalluge

ATTORNEYS AT LAW
177 SOUTH THIRD P.O. BOX 597
TECUMSEH, NEBRASKA 68450-0597
TEL: (402) 335-3344
FAX: (402) 335-3345

Raymond B. Morrissey (1929-1979)
Thomas L. Morrissey
Bruce Dalluge
Benjamin Beeche - Associate

December 13, 2010

Nebraska Department of Economic Development
301 Centennial Mall South
P.O. Box 94666
Lincoln, Nebraska 68509-4666

Re: City of Tecumseh, Nebraska NCIP Leadership Program

Dear Sir/Madam:

I am the President of the Johnson County Business Development Corporation. I am writing this letter to support the City's application for inclusion in the NCIP Leadership Program. The City has partnered with Johnson County Business Development Corporation on numerous projects. Most recently, we worked with the City's Economic Development Group to help in the rehabilitation of seven historic buildings on the downtown historic square. Without the City's help, these buildings would have collapsed or would have been demolished.

The City is now working on a plan to rehabilitate the downtown historic square which will include preserving the brick streets and installing new utility lines. Just in the last few months, the City had a very large water line break which threatened to flood the basement of City Hall and a water line broke for our office and the City had to dig up two large sections of the brick street to get it repaired and get water restored to our office.

The City is committed to making Tecumseh a better place to live and we strongly support the City's application for inclusion in the NCIP Leadership Program.

Respectfully yours,



Thomas L. Morrissey, President
Johnson County Business Development Corporation
P.O. Box 597
Tecumseh, NE 68450

TLM/kl

Tally of Returned Surveys

(December 2010 Survey Tabulation 1-11-2011)

City of Tecumseh

COMMUNITY NEEDS IDENTIFICATION SURVEY

The City of Tecumseh is conducting a needs identification survey as part of the City's strategic planning process. City leaders will be seeking funding from local, regional, state and federal resources in order to complete a variety of community and economic development projects which will improve the quality of life for Tecumseh residents and we would appreciate your participation by completing and returning this survey. The results of this survey will better equip the Mayor and Council to determine what issues/needs you feel are most important. Additionally, funding agencies will require a large return of surveys in order for the response to be considered valid.

1. Please rank your top five (5) needs/issues, in the order of their importance to you.

#1 = will equal your most important need/issue, #2 = will equal your second most important need/issue, #3 will equal your third most important need/issue, etc, until you have chosen 5 from the list. Only choose one #1, one #2, one #3, one #4, and one #5.

237 Surveys Talled in this ranking of a. through n.

<u>Rank/Placement</u>	<u>Composite Score</u>
<u>#1</u> a. Downtown Historic Square Infrastructure: Streets, Water, Sidewalks, Storm Drainage	<u>754</u>
<u>#3</u> b. Sanitary Sewer/Waste Water Collection System	<u>373</u>
<u>#4</u> c. Street Conditions (other than the Historic Square)	<u>362</u>
<u>#5</u> d. Swimming Pool	<u>342</u>
<u>#2</u> e. Demolition & Site Clearance of Derelict/Abandoned Properties	<u>395</u>
<u>11th</u> f. Abandoned Vehicles <u>117</u>	
<u>6th</u> g. Drinking Water Distribution System <u>308</u>	
<u>9th</u> h. Handicap Accessibility to City Hall <u>157</u>	
<u>12th</u> i. Park & Recreation Facilities (other than ball fields and swimming pools) <u>76</u>	
<u>8th</u> j. Appearance of Homes <u>177</u>	
<u>7th</u> k. Sidewalk Conditions (other than the Historic Square) <u>217</u>	
<u>10th</u> l. Storm Water Drainage System Storm Sewers, Curbs and Gutters (other than the Historic Square) <u>133</u>	
<u>14th</u> m. Community Building Improvements <u>56</u>	
<u>13th</u> n. Other (please specify) <u>65</u>	

249 surveys tallied in YES/NO questions: (Not all responded to all questions.)

2. Would you support the use of **City General Funds** (including the use of financing) to match grant funds to accomplish Water, Sewer, Streets, and Sidewalk Improvements on the Historic Square?

186 Yes = 79% 49 No = 21%

3. Do you support contracting with the Johnson County Sheriff for the City's law enforcement?

153 Yes = 66% 79 No = 34%

Tally of Returned Surveys

(on survey form that was circulated with a 12-15-2010 due date.)
(December 2010 Survey Tabulation 1-11-2011)

Leadership Community Application – Strategic Planning
Tuesday, February 8, 2011 – 6:00 PM to 8:30 PM
Tecumseh Utilities Center’s Conference Room

Approximately 65 persons attended the town hall meeting to discuss input for the City of Tecumseh’s Community Betterment/Economic Development Strategic Plan.

A welcome and statements of purpose were provided by Mayor William Montz, Sr. and Economic Development Director Doug Goracke.

Christina Bartels of the Nebraska Department of Economic Development explained the “Leadership Community” Designation. The City of Tecumseh is the pilot community for this program that has been created to provide a process to ensure communities are preparing and implementing community betterment and economic development activities.

City Clerk Paula Darling reported on the results of the recent survey conducted. The information was compiled by Kevin Burnison of the Southeast Nebraska Development District. The target for the survey was all City utility customers within Tecumseh. A 26 percent return rate was achieved. The results in order of priority are:

1. Downtown Historic Square Infrastructure: Streets, Water, Sidewalks, Storm Drainage
 2. Demolition and Site Clearance of Derelict/Abandoned Properties
 3. Sanitary Sewer/Waste Water Collection System
 4. Street Conditions (other than the Historic Square)
 5. Swimming Pool
 6. Drinking Water Distribution System
 7. Sidewalk Conditions (other than the Historic Square)
 8. Appearance of Homes
 9. Handicap Accessibility to City Hall
 10. Storm Water Drainage Systems: Storm Sewers, Curbs and Gutters (other than the Historic Square)
 11. Abandoned Vehicles
 12. Park and Recreation Facilities (other than ball fields and swimming pool)
 13. Variety of listed items
 14. Community Building Improvements
-

For the Leadership Community application additional topics need to be considered and discussed, as well as reaffirmation of the survey results. The discussions were facilitated by Roberta Pinkerton, CECd of Omaha Public Power District and Mary Simmons, CECd of Black Hills Energy.

Cell Phone Coverage

- The group identified two different carriers that are used by the attendees. Verizon and Cellular One.
- While there are dead spots, the overall service was considered good. Examples of locations where usage is less than desirable were within the Tecumseh Utilities Building, three miles south of Johnson and a low spot near the State Correctional Facility.
- The Utilities Board is looking at remote metering which will use cell service. It was suggested that when making this decision that the Utilities Board examine also the impact this would have on existing cell phone customers.

- The “smart” phones have more issues than standard cell phones, but the better quality of “smart” phones also can solve some of the service issues.
- Suggestion was made to keep in contact with the Verizon governmental relations representative to ensure that Tecumseh’s needs are known.

Broadband Capabilities

- Sufficient capacity is available; must be willing to pay for it.
- Hospital has two T-1 lines and uses two different carriers to ensure reliability. Among the uses at hospital includes medical records transfer and diagnostic services.
- Two broadband carriers: Windstream and Time Warner
- School has sufficient infrastructure. Distance learning is mostly done by television.
- City’s web site considered good, but would like it to be more current.
- A couple of people indicated that there is a need for web site development training for small businesses.
- Southeast Community College has brought classes to Tecumseh and could be approached, as well as the Extension Services program.
- Generally, the audience felt they had sufficient access to training to better utilize the available technology.

Health Care

- No local gaps were identified by the group. Good professional medical personnel within the community including physicians, physician assistants, dentists, therapists, pharmacist as well as visiting medical personnel who provide for specialty needs.
- \$3.4 million hospital addition is underway.
- Outpatient services will likely change the way health care is now provided.
- EMTs – need more volunteers; training is extensive.
- The group felt that it was hard to make plans or invest in additional health care infrastructure until the National Health Care legislation is finalized.

Education

- The Tecumseh Public Schools’ facilities are open to the public for their use.
- DARE program is limited to 5th and 6th grade.
- To encourage career awareness, the schools have shadowing days for students.
- Scholarships are given to high school graduates to encourage their higher education pursuits.

Employment

- It was felt that employers and residents can be better attracted to Tecumseh if the city “looks good.”
- The majority of those attending live within 10 miles of their employment.
- Awareness of business assistance for start-ups and existing businesses needs to be raised.
- Promote the Rural Enterprise Assistance Program (REAP).
- City of Tecumseh Economic Development programs provide assistance.
- Gaps in businesses identified by the group were:
 - Grocery store options
 - Service providers and trades people, e.g. electricians, plumbers, carpenters
- Tecumseh residents must support and buy from local stores and businesses. Need to educate residents on the importance.
- Need to focus on employment, jobs and lifestyles.

- Need spousal employment opportunities for residents and non-residents working at the Tecumseh Correctional facility.
- Need to help people start small businesses.
- Need business transition training and assistance.
- Need to seek ways to lessen the debt load for the younger generation desiring to start a business.

Recreation/Tourism/Lifestyle

- Need activities for young families.
- Continue to make Tecumseh attractive.
- Examine building a swimming pool/water park.
- Have a community clean-up day for public venues, e.g. park.
- Expand the Heritage Days and use as opportunity to promote Tecumseh.
- Examine the feasibility of creating recreational vehicles' amenities (hook-ups and parking pads) at the South Park.
- Seek additional volunteers to participate in activities.
- Annually examine participation in the Southeast Nebraska Travel Guide.

Public Relations

- Look for opportunities to promote Tecumseh inside and outside of the community.
- Promotion of Tecumseh is everyone's responsibility.

The group again discussed priorities after review of the additional topics. It was felt that the #3 priority (Sanitary Seward/Waste Water Collection System) has now been completed. The group felt that in the top five categories "Employment" should be added to ensure that it is included in the Community Betterment/Economic Development Plan. There was also some discussion on the #2 priority (Demolition & Site Clearance of Derelict/Abandoned Properties). In conclusion the group felt that while there had been progress on this priority that it is not complete and should remain on the top-five list to ensure that it continues to be a focus.

The agreed upon priorities are:

1. Downtown Historic Square Infrastructure: Streets, Water, Sidewalks, Storm Drainage
2. Demolition and Site Clearance of Derelict/Abandoned Properties
3. Employment
4. Street Conditions (other than the Historic Square)
5. Swimming Pool

In conclusion, the attendees were asked to volunteer for any of the priorities that they had a passion for or expertise in.

City officials will create a City of Tecumseh Community Betterment/Economic Development Strategic Plan from the guidance provided by the survey and the town hall meeting.

Five Year Strategic Plan

Mission Statement

The City is dedicated to providing quality services to those who work, live and raise families in Tecumseh.

Vision Statement

Identify and address the needs of the community and prioritize projects according to funding opportunities and the level of necessity.

How Are/Were the Goals Defined?

2010 Needs Survey sent to all rate payers in Tecumseh 11-15-2010

1. Historic Downtown Square Infrastructure
2. Demolition and Site Clearance of Derelict/Abandoned Properties
3. Sanitary Sewer/Wastewater Collection System
4. Street Conditions – other than downtown
5. Swimming Pool

2011 Strategic Planning Town Hall Meeting conducted on 2-8-2011

1. Downtown Historic Square Infrastructure
2. Demolition and Site Clearance of Derelict/Abandoned Properties
3. Employment
4. Street Conditions – other than the Historic Square
5. Swimming Pool

Capital Improvement Plan as Defined by Department Heads and Approved by City Council

Organizational Goals as Defined by the Management Team (Mayor, City Clerk, Deputy City Clerk, ED Director)

- 1. Investment in technology**
 - Purchase of electronic metering for Utilities
 - Expand and improve community connectivity to the Internet
- 2. Improve and maintain assets while preserving the historic significance of the community**
 - Downtown Revitalization
 - Street maintenance
- 3. Build and maintain a reserve account**
 - Increase reserve account by no less than \$5,000 each month

Mayor Montz's Goals

1. Improve the appearance of neighborhoods and commercial districts
2. Continue to maintain and improve the City's infrastructure
3. Improve communication between the City and other governing agencies
4. Ensure the public safety of our neighborhoods and businesses

City of Tecumseh
Downtown Historic Square Revitalization and Handicap accessibility for City Hall

A. Goal Statement (What do we want to do?)

Downtown Revitalization: replace water distribution system around the square, repair brick streets and replace curb, gutter and sidewalks. Pave parking envelope with concrete and bury electric service. Optional: bury conduit for telecommunications and handicap accessibility for City Hall
Estimated Completion Date: Sometime in 2012-2013

B. Strategies (How do we get it done?)

1. Hire consultant to assist with consensus building and preliminary plans. <input checked="" type="checkbox"/>
2. Apply for CDBG grant
3. Hire engineer to begin Phase 1 planning

C. Action Plan (Who does what? When?)

Action Step 1

Timeline: Action has begun on the CDBG grant application process as noted in Strategies. The CDBG application will be submitted in March with awards to be decided June 1, 2011. The planning will start as soon as possible after the awards have been made
Dollars Needed & Possible Sources: \$10,000 – KENO funds
Responsible Person(s): Paula Darling, Doug Goracke
Potential Sources of Assistance – Local/Outside: SENDD and Olsson Associates
Benefits: Prepare for the future use of Downtown Historic Square
Risks: If no grants funds are available the project might be postponed

Action Step 2

Timeline: Engineer to begin Phase 1 strategic planning – fall 2011
Dollars Needed & Possible Sources: \$30,000 – KENO funds
Responsible Person (s): Paula Darling, Doug Goracke, SENDD, Olsson Associates
Benefits: Prepare for the future use of Downtown Historic Square
Risks: Funding changes and plans change

Action Step 3

Timeline: Submit downtown revitalization plan and Phase II Application for the proposed project activities to DED - deadline March 2012
Dollars Needed & Possible Sources: administrative fees to SENDD and Olsson
Responsible Person (s): Paula Darling, Doug Goracke, SENDD, Olsson Associates
Benefits: Prepare for the future use of Downtown Historic Square
Risks: Project doesn't get submitted by deadline

Action Step 4

Timeline: Contract Negotiations conducted between DED and Tecumseh, March 2012
Dollars Needed & Possible Sources: administrative fees to SENDD and Olsson
Responsible Person (s): Paula Darling, Doug Goracke, SENDD, Olsson Associates
Benefits: Prepare for the future use of Downtown Historic Square
Risks: Project doesn't get bids or comes in substantially over estimates

Action Step 5

Timeline: Implementation of revitalization project activities – April 2012 - 2 yr contract
Dollars Needed & Possible Sources: CDBG Grant, bonded indebtedness, general funds
Responsible Person (s): Paula Darling, Doug Goracke, SENDD, Olsson Associates
Benefits: Prepare for the future use of Downtown Historic Square
Risks: Cost over-runs, weather delays

City of Tecumseh Demolition/Site Clearance

A. Goal Statement

Demolition and site clearance of properties with derelict or abandoned buildings
Estimated Completion Date: Every fiscal year for three years

B. Strategies (How do we get it done?)

1. Target 4-5 properties for inspection by the building maintenance code official. The code official will outline deficiencies and options for repair or demolition and send to the property owner and give deadlines for abatement
2. Work with property owners for a speedy resolution
3. Get bids for demolition work if no resolution can be made and schedule demolitions

C. Action Plan (Who does what? When?)

Action Step 1

Timeline: Contact Maintenance Code Official in the winter (of each of the next three years) to begin inspections and send letters to property owners
Dollars Needed & Possible Sources: \$500
Responsible Person(s): Doug Goracke, City Attorney, Maintenance Code Official
Potential Sources of Assistance – Local/Outside: none at this time
Benefits: Letters sent to owners of property will give them plenty of time to get repairs made if they intend to do so
Risks: May take court action in order for owners to move toward abatement

Action Step 2

Timeline: Spring 2011 work with property owners to make sure they are keeping on their schedule for repairs
Dollars Needed & Possible Sources: \$1,000
Responsible Person(s): Doug Goracke, City Attorney, Maintenance Code Official
Potential Sources of Assistance – Local/Outside: Sales Tax
Benefits: Property owners feels they are being fairly treated
Risks: May take court action in order for owners to move toward abatement

Action Step 3

Timeline: Summer 2011 – Schedule demolition of properties that were never repaired as a result of the notice of order and schedule demolition of properties not keeping to abatement schedule.
Dollars Needed & Possible Sources: \$10,000
Responsible Person(s): Doug Goracke, City Attorney, Maintenance Code Official
Potential Sources of Assistance – Local/Outside: Sales Tax
Benefits: Property values in these neighborhoods will stabilize
Risks: May take court action in order for owners to move toward abatement

City of Tecumseh Action Planning Format

A. Goal Statement (What do we want to do?)

Employment: Continue and expand the current employee incentive program that currently exists for existing and potential business development. Continue Business Retention and expansion interviews and intensify actions as a result of that information. Continue to promote Nebraska Workforce Development and Nebraska Economic Development program that help expand and retain employment opportunities
Estimated Completion Date: Ongoing

B. Strategies (How do we get it done?)

1. Increase efforts and ratio of Business Retention and Expansion interviews.
2. Continue partnerships and information sharing with Nebraska Economic Development and Nebraska Workforce Development.
3. Sustain and possibly increase dollars available to expend for incentives and training.

C. Action Plan (Who does what? When?) Action Step 1

Timeline: Ongoing, (employee incentives and training)
Dollars Needed & Possible Sources: Approximately \$45,000 annually.
Responsible Person(s): Doug Goracke,
Potential Sources of Assistance – Local/Outside: LB840, existing Nebraska Workforce Development and Nebraska Economic Development programs, REAP, SENDD.
Benefits: Increased employment opportunities, retention of existing employees, better trained workforce.
Risks: Lack of funding opportunities, possible lack of workforce, knowing the needs of the business.
 Action Step 2
Timeline: Ongoing (Business Retention and Expansion interviews).
Dollars Needed & Possible Sources: None (ED Directors wages)
Responsible Person(s): Doug Goracke
Potential Sources of Assistance – Local/Outside: Nebraska Department of Economic Development, Nebraska Workforce Development, Tecumseh Economic Development Committee.
Benefits: Increased knowledge of programs and availability
Risks: Lack of communication between entities, lack of knowledge of programs existence.

Action Step 3
Timeline: Ongoing, (expand LB840 incentive program)
Dollars Needed & Possible Sources: Additional \$25,000 annually (other than step 1)
Responsible Person(s): Doug Goracke, Tecumseh Economic Development Committee
Potential Sources of Assistance – Local/Outside: LB840 funds, City of Tecumseh, Johnson County, USDA, Nebraska Workforce Development, Nebraska Economic Development.
Benefits: Attracting existing and new employment opportunities
Risks: Funding, lack of participation.
Action Step 4
Timeline: Shorten timeline between Business Retention and Expansion visits.
Dollars Needed & Possible Sources: none (Director's wages)
Responsible Person(s): Doug Goracke
Potential Sources of Assistance – Local/Outside: Tecumseh Economic Development, City of Tecumseh, Nebraska Workforce Development, Nebraska Economic Development
Benefits: Knowing the needs of potential employment needs earlier.
Risks: Lack of time.
Action Step 5
Timeline: Ongoing (managing Economic Development Director's time)
Dollars Needed & Possible Sources: none (Director's wages)
Responsible Person(s): Doug Goracke
Potential Sources of Assistance – Local/Outside: City of Tecumseh
Benefits: Serving existing and potential employer's needs better.
Risks: Possibility of filling another position.

City of Tecumseh Action Planning Format

A. Goal Statement (What do we want to do?)

City Streets: Continue to follow one and six year street plan developed by our City Street Engineer, armor coat and seal streets as often as necessary, patch potholes as necessary.
Estimated Completion Date: Ongoing

B. Strategies (How do we get it done?)

1. Use one and six year street plan as a guideline to which areas are in the need of the most work.
2. Armor coat or overlay those streets that after yearly inspections appear to be in the most need of attention other than patchwork.
3. Continue to patch potholes and seal cracks as quickly as possible after they appear and continue to use patch material supplied thru NDOR.

1. Action Plan

Step 1

Timeline: Ongoing (Street replacement)
Dollars Needed & Possible Sources: \$250-500,000 (Bonds, Property Assessments, City General Fund Motor Vehicle Sales Tax.)
Responsible Person(s): Paul Buss, Paula Darling, Doug Goracke
Potential Sources of Assistance – Local/Outside: Olsson Associates, SENDD, Nebraska Department of Roads.
Benefits: Bring our current streets up to a manageable condition thus allowing us to better stretch available funds, less maintenance.
Risks: Waiting too long to seal or overlay could result in total replacement of the existing surface.

Step 2

Timeline: Ongoing (Armor coat, sealing)
Dollars Needed & Possible Sources: \$25-50,000 (City General Fund, Motor Vehicle Sales Tax, Property Assessments, Bonds)
Responsible Person(s): Paul Buss, Paula Darling, Doug Goracke
Potential Sources of Assistance – Local/Outside: Olsson Associates, SENDD, Nebraska Department of Roads, Ameritas
Benefits: Prevention of total replacement of existing streets, lower costs
Risks: Not sealing, effort too late, damage was done.

Step 3

Timeline: Ongoing (Overlay Asphalt)
Dollars Needed & Possible Sources: \$30-75,000 (City General Fund, Motor Vehicle Sales Tax, Bonds, Property Assessments)
Responsible Person(s): Paul Buss, Paula Darling, Doug Goracke
Potential Sources of Assistance – Local/Outside: Olsson Associates, SENDD, Nebraska Department of Roads.
Benefits: Lower costs
Risks: More maintenance, not a long term solution

City of Tecumseh Pool Repair

A. Goal Statement (What do we want to do?)

Immediately repair swimming pool leaks as inexpensively as possible, with the goal of spending \$150,000 to coat the pool with a fiberglass liner in the fall of 2013 or spring 2014
Estimated Completion Date: Before the pool opens in the summer of 2011

B. Strategies (How do we get it done?)

1. Clean and caulk joints in the pool and paint over the caulking
2. Check the circulating pumps for leaks
3. Fill the pool and measure the depth each day
4. Put aside \$40,000 per year for three years for major pool renovation
5. If water levels remain steady plan to coat the pool later rather than sooner

C. Action Plan (Who does what? When?)

Action Step 1

Timeline: Spring 2011 – clean the surface of the pool and make ready for sealing the joints. Paint as soon as possible
Dollars Needed & Possible Sources: \$1,000 from general funds
Responsible Person(s): City employees
Potential Sources of Assistance – Local/Outside: None needed
Benefits: prevention of water leaks
Risks: It doesn't prevent leaks and the money used to caulk was wasted

Action Step 2

Timeline: Summer 2011 – Keep track of water levels and water usage
Dollars Needed & Possible Sources: none
Responsible Person(s): City employees
Potential Sources of Assistance – Local/Outside: None needed
Benefits: determine if caulking was beneficial
Risks: Leaks continue and liner will be needed

Action Step 3

Timeline: Fall 2011 – Depending on if the pool leaks or not will determine how quickly we will need to plan for the liner. Regardless, money will need to be set aside for pool repairs and estimates will be taken
Dollars Needed & Possible Sources: \$140,000 – general funds
Responsible Person(s): Doug Goracke
Potential Sources of Assistance – Local/Outside: pool repair contractor
Benefits: Repair pool leaks in order to get another 10 years of service
Risks: Pool may not be operable once the pool liner is in place

City of Tecumseh Swimming Pool

A. Goal Statement (What do we want to do?)

New Swimming Pool: Possible future construction of new city municipal swimming park.
Estimated Completion Date: January 2015

B. Strategies (How do we get it done?)

1. Gauge community support.
2. Hire engineer to research plans etc.
3. Research financing options.

C. Action Plan

Step 1

Timeline: January 2012 (Gauge community support either thru Council meeting or Town Hall setting.
Dollars Needed & Possible Sources: none
Responsible Person(s): Paula Darling, Doug Goracke
Potential Sources of Assistance – Local/Outside: Olsson Associates, SENDD.
Benefits: Better understanding of community support for possible project.
Risks: none

Step 2

Timeline: July 2012 – July 2013 (Hire engineer to conduct a costs study)
Dollars Needed & Possible Sources: \$15-20,000
Responsible Person(s): Paula Darling, Doug Goracke
Potential Sources of Assistance – Local/Outside: Olsson Associates, SENDD
Benefits: Obtaining some information as to whether the community is willing to spend the costs of the project.
Risks: Project dying from lack of support due to costs.

Step 3

Timeline: July 2013 – January 2015 (financing options)
Dollars Needed & Possible Sources: none
Responsible Person(s): Paula Darling, Doug Goracke
Potential Sources of Assistance – Local/Outside: Ameritas, Olsson Associates, SENDD, USDA.
Benefits: Obtaining multiple opinions/options in regards to funding opportunities.
Risks: Project fails.

**City of Tecumseh
Action Plan
Drinking Water Distribution**

A. Goal Statement (What do we want to do?)

Provide clean reliable water to the utility customers of Tecumseh
Estimated Completion Date: Ongoing

B. Strategies (How do we get it done?)

1. Continue to contract with Utility Service for maintenance and inspections of water towers
2. Continue to contract with PeopleService for the operation, maintenance and management of water treatment facilities
3. Repair and replace water distribution lines as needed

C. Action Plan (Who does what? When?)

Step One

Timeline: Ongoing maintenance of all aspects of distribution system
Dollars Needed & Possible Sources: minimum of \$150,000 per year, Utility Revenue from water users
Responsible Person(s): Board of Public Works
Potential Sources of Assistance – Local/Outside: Utility Service and People Service
Benefits: The city has the benefit of professional certification and expertise in water and wastewater without requiring city employees to maintain certification
Risks: Contractors do not live up to their responsibilities

City of Tecumseh Action Planning Format

A. Goal Statement (What do we want to do?)

Sidewalk Repair: Encourage current property owners to replace/repair existing sidewalks, look into possible funding opportunities.
Estimated Completion Date: January 2012

B. Strategies (How do we get it done?)

1. Research possible funding avenues
2. Address issue at open public meeting, soliciting opinions on options.
3. Pass City Ordinance requiring repair or replacement.

C. Action Plan

Step 1

Timeline: March 2011 – January 2012 (community meeting)
Dollars Needed & Possible Sources: Estimated \$150,000
Responsible Person(s): Doug Goracke
Potential Sources of Assistance – Local/Outside: Other Municipalities, City Attorney, NDOR, SENDD, NDED.
Benefits: Less dangerous walking conditions.
Risks: Lack of community support.

Step 2

Timeline: March 2011 – January 2012 (repair existing sidewalks)
Dollars Needed & Possible Sources: None
Responsible Person(s): Paula Darling, Doug Goracke
Potential Sources of Assistance – Local/Outside: NDOR
Benefits: Better walking conditions, public safety
Risks: Funding, lack of community support

Step 3

Timeline: March 2011 – January 2012 (replace sidewalks)
Dollars Needed & Possible Sources: \$500-1,000
Responsible Person(s): City Attorney, Doug Goracke, Paula Darling
Potential Sources of Assistance – Local/Outside: Other Municipalities
Benefits: Public Safety
Risks: Lack of community support.

**City of Tecumseh
Action Plan
Residential Code Enforcement**

A. Goal Statement (What do we want to do?)

Code Enforcement: Continue the ongoing nuisance code enforcement, appoint Code Enforcement Officer annually
Estimated Completion Date: Ongoing

B. Strategies (How do we get it done?)

1. Mayor appoints Nuisance Code Enforcement Officer annually.
2. Nuisance Code Enforcement Officer inspects residential neighborhoods and handles nuisance/violation complaints.
3. Code Enforcement Officer determines course of action.

C. Action Plan
Step 1

Timeline: Continue with program that is in place at this time
Dollars Needed & Possible Sources: \$5,000 annually
Responsible Person(s): Mike Davison, Mayor, City Attorney
Potential Sources of Assistance – Local/Outside: City Municipal Code, City Attorney
Benefits: Create a more welcoming community appearance, especially in the residential areas of town.
Risks: Lots of complaints, non-compliance.

City of Tecumseh Storm Water Drainage

A. Goal Statement (What do we want to do?)

Storm Water Drainage: Conduct a City wide study on potential issues/problems in regards to storm water drainage. Find solutions to issues.
Estimated Completion Date: January 2016

B. Strategies (How do we get it done?)

1. Enter into negotiations with City Engineers to begin to study possible storm water drainage issues within the City and award possible contract.
2. Review and discuss City Engineers results.
3. Review options and recommended actions.

C. Action Plan

Step 1

Timeline: January 2014 – January 2015 (Contract negotiations for storm study)
Dollars Needed & Possible Sources: \$20-40,000
Responsible Person(s): Doug Goracke, Paula Darling
Potential Sources of Assistance – Local/Outside: Olsson Associates, SENDD, NRD
Benefits: Obtain valuable information pertaining to existing and future issues regarding storm water drainage.
Risks: Costs

Step 2

Timeline: January 2015 – October 2015 (Review and discuss results of study)
Dollars Needed & Possible Sources: None
Responsible Person(s): Doug Goracke, Paula Darling
Potential Sources of Assistance – Local/Outside: Olsson Associates, NRD, SENDD
Benefits: Develop plan of action in regards to City Engineers findings
Risks: None

Step 3

Timeline: October 2015 – January 2016 (Review options and costs)
Dollars Needed & Possible Sources: None
Responsible Person(s): Doug Goracke, Paula Darling
Potential Sources of Assistance – Local/Outside: Olsson Associates, NRD, SENDD
Benefits: Obtain information on next steps and possible cost
Risks: none

**City of Tecumseh
Action Planning Format
Abandoned Vehicles**

A. Goal Statement (What do we want to do?)

Abandoned Vehicles: Follow aggressively the Municipal Code to remove old inoperable or junk vehicles.
Estimated Completion Date: January 2012

B. Strategies (How do we get it done?)

1. Have City Code enforcement people determine offenders.
2. Have City Attorney Issue citations.
3. Remove vehicle from property.

C. Action Plan

Step 1

Timeline: March 2011 – January 2012 (Code enforcement investigation)
Dollars Needed & Possible Sources: \$10,000 (towing company, LB 840 funds, City General Fund.)
Responsible Person(s): City Code Enforcement Official, City Attorney, Pride Committee, Doug Goracke, Paula Darling.
Potential Sources of Assistance – Local/Outside: Other municipalities, Johnson County.
Benefits: Removing old nuisances, appearance, setting precedence.
Risks: Costly court cases, lack of support.

Step 2

Timeline: March 2011 – January 2012 (City Attorney issue citations)
Dollars Needed & Possible Sources: \$5-10,000 (LB840 funds, City General Funds)
Responsible Person(s): City Attorney, Paula Darling, Doug Goracke, City Code enforcement Official, Pride Committee.
Potential Sources of Assistance – Local/Outside: other municipalities, Johnson County
Benefits: Removing old nuisances, appearance, setting precedence.
Risks: Costly court cases, lack of support.

Step 3

Timeline: March 2011 – January 2012 (City hires towing company)
Dollars Needed & Possible Sources: \$5-6,000 (LB840 funds, City General Funds)
Responsible Person(s): City Attorney, City Code Enforcement Official, Doug Goracke, Paula Darling, Pride Committee.
Potential Sources of Assistance – Local/Outside: Other municipalities, Johnson County.
Benefits: Removing old nuisances, community pride, appearance.
Risks: Costly court cases, lack of support.

City of Tecumseh
Action Planning
Additional RV Amenities at Fair Grounds/Recreation

A. Goal Statement (What do we want to do?)

Work with County to create additional amenities for recreational vehicles at Fair Grounds
Estimated Completion Date: late summer 2013

B. Strategies (How do we get it done?)

1. Request agenda item to be included at county commissioners meeting regarding additional hook-ups and parking pads for RV's at the Fair Grounds.
2. Partner with county on costs and labor
3. Complete work by fair time 2013.

C. Action Plan (Who does what? When?)

Step One

Timeline: May 2013- attend County Commissioners meeting to discuss partnership with county for funding and labor
Dollars Needed & Possible Sources: -0-
Responsible Person(s): Mayor Montz, Doug Goracke, County Roads Superintendent and County Commissioners
Potential Sources of Assistance – Local/Outside: same as above
Benefits: Mutually beneficial to both city and county
Risks: Commissioners refuse to allow the request

Action Plan (Who does what? When?)

Step Two

Timeline: Summer and Fall 2011 and summer and fall 2012 – County will do dirt work to accommodate additional RV pads.
Dollars Needed & Possible Sources: County Funds
Responsible Person(s): Doug Goracke and County Roads Superintendent
Potential Sources of Assistance – Local/Outside: County Roads Dept.
Benefits: Work will be done as the county has time to do it.
Risks: Roads Department is not able to do the dirt work in time for Tecumseh Utilities to get work done before the fair in 2013.

Action Plan (Who does what? When?)

Step Three

Timeline: Summer 2013 – Tecumseh Utilities does trenching for electric and purchases wire, pedestals, transformer etc.
Dollars Needed & Possible Sources: \$13,000.00 will be needed to complete project and will be split between the Tecumseh Utilities and County Funds
Responsible Person(s): Doug Goracke and County Roads Superintendent
Potential Sources of Assistance – Local/Outside: County Roads Dept.
Benefits: Partnering with the County will make the equipment purchases affordable and no one will incur the entire expense.
Risks: Roads Department is not able to do the dirt work in time for Tecumseh Utilities to get work done before the fair in 2013.

**City of Tecumseh
Action Planning
Promotion**

A. Goal Statement (What do we want to do?)

Promote the quality of life and the recreation and events that Tecumseh has to offer.
Estimated Completion Date: Ongoing as opportunities arise

B. Strategies (How do we get it done?)

1. Advertise recreational opportunities and local events in area tourism publications and newspapers
2. Keep web-site current
3. Continue to expand on events during Heritage Days

C. Action Plan (Who does what? When?)

Step 1

Timeline: Annually review tourism advertising, working with regional tourism groups, to determine where advertising should be spent
Dollars Needed & Possible Sources: \$2,000, Lodging tax, KENO and general funds
Responsible Person(s): Chamber of Commerce Promotion Committee and Economic Development Committee
Potential Sources of Assistance – Local/Outside: Southeast Nebraska Travel Council, Heritage Highway Association, Tecumseh Chieftain and other area newspapers
Benefits: Remind residents as well as the traveling public of recreational opportunities in Tecumseh
Risks: Return on investment not realized

Step 2

Timeline: Ongoing and as needed. Working with web tech to continuously change web site to ensure events are current and correct
Dollars Needed & Possible Sources: \$1,000/yr – general funds
Responsible Person(s): Paula Darling and Ben Beethe (deputy city attorney)
Potential Sources of Assistance – Local/Outside: Johnson County Central School, local churches, Chamber of Commerce, P.E.O., Tecumseh Civic Club, Tecumseh Library, and non profit organizations such as Boy Scouts, Girl Scouts, and the Tecumseh Arts Council.
Benefits: Keeping the web site current and interesting will encourage hits to our site
Risks: If we do not get information in a timely manner, we risk having stale information on the web site which discourages repeat visits to our web site

Step 3

Timeline: Annually each winter committee members will work on expanding events for the Johnson County’s Heritage Days
Dollars Needed & Possible Sources: \$5,000 in lodging tax, Chamber of Commerce funds and LB840 funds
Responsible Person(s): Chamber of Commerce Promotion Committee and Economic Development Committee and Heritage Days Committee
Potential Sources of Assistance – Local/Outside: Nebraska Humanities, Tecumseh Arts Council, volunteers from other communities in the County
Benefits: Provide an ever-evolving variety of inexpensive family entertainment for local and regional residents
Risks: Inclement weather

**CAPITAL IMPROVEMENT PLAN
TECUMSEH NEBRASKA
FISCAL YEAR 2010-2011**

This budgetary policy and planning document sets forth a multi-year schedule of expenditures for the systematic construction, maintenance, upgrade and replacement of Tecumseh's physical plant, showing where, when and how the City will invest in public services.

Definition of Capital Improvement

A capital improvement project is typically a major, infrequent expenditure that includes one or more of the following:

1. Any acquisition of land for public purpose;
2. Any construction of a new facility (public building, water lines, play field, or the like) or an addition to, or extension of, such a facility;
3. Any non recurring rehabilitation (something is infrequent and would not be considered annual or other recurrent maintenance) or major repair of all or a part of a building, its grounds, or a facility, or of equipment, provided the cost is \$1,000 or more and improvement will have a useful life of 5-10 years or more;
4. Any purchase of major equipment (items with a cost individually or in total – of \$1,000 or more, which have a useful life of five years or more);
5. Any planning, feasibility, engineering, or design study related to an individual capital improvement project or to a program that is implemented through individual capital improvements projects.

Evaluation Criteria

1. Risk to Public Safety or Health. To protect against a clear and immediate risk to public safety of health
2. Deteriorated facility. An investment that deals with a deteriorated facility or piece of equipment.: Reconstruction or extensive rehabilitation to extend its useful life to avoid or to postpone replacing it with a new and more costly one or replacement of the facility or piece of equipment with a new one.
3. Systematic Replacement/ An investment that replaces or upgrades a facility or piece of equipment as part of a systematic replacement program. This investment assumes the equipment will be replaced at approximately the same level of service. Some increase in size to allow for normal growth or increase demand is anticipated.

4. Improvement of Operating Efficiency. An investment that substantially and significantly improves the operating efficiency of a department. Or an expenditure that has a very favorable return on investment with a promise of reducing existing, or future increases in operating expenses.
5. Coordination. An expenditure that is necessary to insure coordination with another capital improvement project, that is scheduling a sewer project to coincide with a street reconstruction project so that the street is not dug up a year after it is completed or a project that is necessary to comply with requirements imposed by others i.e. Federal or state law or administrative ruling, an agreement with another town or governmental agency.
6. Equitable Provision of Services, Facilities. An investment that serves the special needs of a segment of the city's population identified by public policy as deserving of special attention
7. Protection and Conservation of Resources. A project that protects natural resources that are at risk of being reduced in amount or quality or a project that protects the investment in existing infrastructure against excessive demand or overload that threatens the capacity or useful life of a facility or piece of equipment.
8. New or Substantially Expanded Facility. Construction, or acquisition, of a new facility (including land) or new equipment, or major expansion thereof, that provides a service, or a level of service, not now available.

Priority Groups

This step in the review process will place projects in funding priority groups. The availability of funds each year will determine the number of projects that can be funded.

1. Essential – Urgent, high-priority matters of public health and safety. A special effort should be made to find sufficient funding for all of the projects in this group
2. Desirable – High-priority projects that should be done as funding becomes available.
3. Acceptable – Worthwhile projects to be considered if funding is available may be deferred to a subsequent year.
4. Deferrable – Low priority projects, desirable but not essential.

**CITY OF TECUMSEH'S FIXED ASSETS - CLASSIFICATIONS
2010/2011 BUDGETED ITEMS**

DEPARTMENT	ESSENTIAL	BUDGETED	ADJUSTMENT	REVISED COST
Administrative	Emergency Management Siren (payable w/Keno)	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00
Community Bldg	Furnace and Lighting (Grant - our match is \$69,331 - includes utilities)	\$ 293,000.00	\$ -	\$ 293,000.00
Fire Department	Hydro Test Air Pack Tanks	\$ -	\$ 2,600.00	\$ 2,600.00
Fire Department	Tanker Payment (if merge, will have to pay \$17,000)	\$ 8,250.00	\$ -	\$ 8,250.00
Pool	Caulk and Paint	\$ -	\$ 12,000.00	\$ 12,000.00
Streets	Improvements (Bonds) - includes downtown revitalization w/\$200,000 match	\$ 1,700,000.00	\$ -	\$ 1,700,000.00
TOTAL - ESSENTIAL		\$ 2,006,250.00	\$ 19,600.00	\$ 2,025,850.00
DEPARTMENT	DESIRABLE	BUDGETED	ADJUSTMENT	REVISED COST
City Hall	Tuck Point one side of City Hall	\$ 7,000.00	\$ -	\$ 7,000.00
Parks	Replace JD4200 Utility Tractor (shared with Streets)	\$ 7,000.00	\$ -	\$ 7,000.00
Pool	Sandblast and Coat with Fiberglass	\$ -	\$ 100,000.00	\$ 100,000.00
Streets	Crack Sealing	\$ -	\$ -	\$ -
Streets	Replace JD4200 Utility Tractor (shared with Parks)	\$ 15,000.00	\$ (7,000.00)	\$ 8,000.00
TOTAL - DESIRABLE		\$ 29,000.00	\$ 93,000.00	\$ 122,000.00
DEPARTMENT	ACCEPTABLE	BUDGETED	ADJUSTMENT	REVISED COST
City Hall	Foundation Repair	\$ 3,000.00	\$ -	\$ 3,000.00
Community Bldg	Handicap Accessible Restroom (grant - only if get money)	\$ 10,000.00	\$ -	\$ 10,000.00
Fire Department	Repair Sidewalks	\$ 2,000.00	\$ -	\$ 2,000.00
Streets	1st year of 1- to 6-year plan (concrete/asphalt - 1st from Broadway to RR trck)	\$ -	\$ 250,000.00	\$ 250,000.00
TOTAL - ACCEPTABLE		\$ 15,000.00	\$ 250,000.00	\$ 265,000.00
DEPARTMENT	DEFERRABLE	BUDGETED	ADJUSTMENT	REVISED COST
Handibus	New Bus (our Match)	\$ 12,000.00	\$ -	\$ 12,000.00
Water/Electric	Electronic Metering System	\$ 5,000.00	\$ -	\$ 5,000.00
Library	Computer/Monitor	\$ 1,300.00	\$ -	\$ 1,300.00
Sewer	Slip Liner for Sewer Lines	\$ 80,000.00	\$ -	\$ 80,000.00
Pool	Replace Bath House Floor	\$ 5,500.00	\$ -	\$ 5,500.00
Pool	Guard Chair and Umbrella	\$ 1,000.00	\$ -	\$ 1,000.00
Streets	Snow Blower for Skid Steer	\$ 6,500.00	\$ -	\$ 6,500.00
Streets	Shredder	\$ -	\$ 15,000.00	\$ 15,000.00
TOTAL - DEFERRABLE		\$ 111,300.00	\$ 15,000.00	\$ 126,300.00
TOTALS		\$ 2,161,550.00	\$ 377,600.00	\$ 2,539,150.00

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title Emergency Management Sirens	2. Purpose of Project Request Form (check one) <input checked="" type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input type="checkbox"/> Modify a project already in the adopted program <input type="checkbox"/> Equipment (complete 6-10)																					
3. Department Priority Essential – promised to continue with grant program once we started																						
4. Location Near City Water Towers and power plant																						
5. Description 2 new Federal Signal 2001-130 Siren, DC Rotating and high band radio controls																						
6. Justification & Useful Life Grant to upgrade present system – 20 years																						
7. Purpose of Expenditure (check appropriate) <input type="checkbox"/> Scheduled replacement <input checked="" type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input type="checkbox"/> Increase safety/improve production	9. Estimate Use of Requested Item(s) Weeks per year Approximate months (if seasonal) For the weeks used, estimate: Average days per week Average hours per day Estimated useful life in years																					
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11. Recommended Disposition of Replaced Item(s) <input type="checkbox"/> Possible use by other agencies <input type="checkbox"/> Trade-in <input type="checkbox"/> Sale <input checked="" type="checkbox"/> Dispose of																						
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14. Comments We committed to adding one new siren at the \$22,672.56 rate but are now asking to upgrade the entire system which will increase our cost by \$5,000 (this is reflected in the #12 Cost																						
15. Submitting Authority Date 11-15-2010 Submitted by Paula Darling Position City Clerk																						

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title: Energy Grant for Furnace and lighting at Community Building (Com Bld) and street and historic lighting	2. Purpose of Project Request Form (check one) <input checked="" type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input type="checkbox"/> Modify a project already in the adopted program <input type="checkbox"/> Equipment (complete 6-10)																											
3. Department Priority Essential due to grant timing																												
4. Location Community Building and city streets																												
5. Description The City received an energy grant to replace inefficient gas furnaces, replace existing lighting with efficient lighting and add insulation to the ceiling of the building. We also received grant funds for upgrades to street lighting and historic lighting around the square. We agreed to pay 30% of Community Building upgrades as our match.																												
6. Justification & Useful Life 10-15 yrs for new furnaces and 30 years for street lighting																												
7. Purpose of Expenditure (check appropriate) <input type="checkbox"/> Scheduled replacement <input checked="" type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input type="checkbox"/> Increase safety/improve production	9. Estimate Use of Requested Item(s) Weeks per year Com. Bld 25 , Street Lights 52 Approximate months (if seasonal): all For the weeks used, estimate: Average days per week 1-2 days Com Bld Average hours per day 8 Com Bld Estimated useful life in years																											
8. Cost <table style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 60%;"></th> <th style="width: 20%; text-align: center;">Per Unit</th> <th style="width: 20%; text-align: center;">Total</th> </tr> </thead> <tbody> <tr> <td>Purchase Price</td> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> </tr> <tr> <td>Plus: installation or other costs</td> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> </tr> <tr> <td>Less: trade-in or other discount</td> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> </tr> <tr> <td>Net Cost</td> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$ 293,000.00</td> </tr> </tbody> </table>		Per Unit	Total	Purchase Price	\$	\$	Plus: installation or other costs	\$	\$	Less: trade-in or other discount	\$	\$	Net Cost	\$	\$ 293,000.00	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;">10. Replaced Item(s)</th> <th style="width: 15%;">Make</th> <th style="width: 15%;">Age</th> </tr> </thead> <tbody> <tr> <td>4 furnaces and 22 light fixtures in Com Bld</td> <td></td> <td></td> </tr> <tr> <td>13 historic lights on the Historic Square</td> <td></td> <td></td> </tr> <tr> <td>87 street lights</td> <td></td> <td></td> </tr> </tbody> </table>	10. Replaced Item(s)	Make	Age	4 furnaces and 22 light fixtures in Com Bld			13 historic lights on the Historic Square			87 street lights		
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20 <u>15-16</u>	\$0.00																											
Total Six Years	\$67,553																											
14. Comments The grant administrator is SENDD and engineering is Olsson Associates																												
15. Submitting Authority Date 12-6-2010 Submitted by Paula Darling Position City Clerk																												

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title Hydro-test air pack tanks	2. Purpose of Project Request Form (check one) <input checked="" type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input type="checkbox"/> Modify a project already in the adopted program <input type="checkbox"/> Equipment (complete 6-10)																						
3. Department Priority Fire Department - essential																							
4. Location																							
5. Description Air packs are tested to make sure they hold air																							
6. Justification & Useful Life This is a safety regulation and air packs are regularly tested.																							
7. Purpose of Expenditure (check appropriate) <input type="checkbox"/> Scheduled replacement <input type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input checked="" type="checkbox"/> Increase safety/improve production		9. Estimate Use of Requested Item(s) Weeks per year Approximate months (if seasonal) summer For the weeks used, estimate: Average days per week Average hours per day Estimated useful life in years																					
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14. Comments The Rural Fire Board and the City Fire Departments are now negotiating a merger. If the merger takes place the Rural Fire Board may take this over and the city will not have to pay for the testing. More than likely though, the City will have this done before the merger takes place.																							
15. Submitting Authority Date 12-1-2010 Submitted by Jim Seckman Position Fire Chief																							

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title Tanker Payment	2. Purpose of Project Request Form (check one) <input type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input type="checkbox"/> Modify a project already in the adopted program <input checked="" type="checkbox"/> Equipment (complete 6-10)																							
3. Department Priority Essential																								
4. Location																								
5. Description This is an on-going expense with the City and the Rural Fire Board. The Tanker is co-owned and we have 8 years of payments yet to make for our half of the total cost.																								
6. Justification & Useful Life 15 years																								
7. Purpose of Expenditure (check appropriate) <input checked="" type="checkbox"/> Scheduled replacement <input type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input type="checkbox"/> Increase safety/improve production		9. Estimate Use of Requested Item(s) Weeks per year As needed Approximate months (if seasonal) For the weeks used, estimate: Average days per week Average hours per day Estimated useful life in years																						
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11. Recommended Disposition of Replaced Item(s) <input type="checkbox"/> Possible use by other agencies <input type="checkbox"/> Trade-in <input checked="" type="checkbox"/> Sale <input type="checkbox"/> Dispose of																								
12. Cost <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;">Budget FY</th> <th style="width: 60%;">Total</th> </tr> </thead> <tbody> <tr> <td>20 <u>10-11</u></td> <td style="text-align: center;"><u>\$8,000</u></td> </tr> <tr> <td>20 <u>11-12</u></td> <td style="text-align: center;"><u>\$8,000</u></td> </tr> <tr> <td>20 <u>12-13</u></td> <td style="text-align: center;"><u>\$8,000</u></td> </tr> <tr> <td>20 <u>13-14</u></td> <td style="text-align: center;"><u>\$8,000</u></td> </tr> <tr> <td>20 <u>14-15</u></td> <td style="text-align: center;"><u>\$8,000</u></td> </tr> <tr> <td>20 <u>15-16</u></td> <td style="text-align: center;"><u>\$8,000</u></td> </tr> <tr> <td>Total Six Years</td> <td style="text-align: center;"><u>\$48,000</u></td> </tr> </tbody> </table>		Budget FY	Total	20 <u>10-11</u>	<u>\$8,000</u>	20 <u>11-12</u>	<u>\$8,000</u>	20 <u>12-13</u>	<u>\$8,000</u>	20 <u>13-14</u>	<u>\$8,000</u>	20 <u>14-15</u>	<u>\$8,000</u>	20 <u>15-16</u>	<u>\$8,000</u>	Total Six Years	<u>\$48,000</u>	13. Recommended Sources of Financing General funds is the recommended source						
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14. Comments: The City is negotiating with the Rural Fire Board to merge both Fire Departments. If the merger occurs, the payments will be taken over by the Rural Fire Board.																								
15. Submitting Authority Date 12-1-2010 Submitted by Jim Seckman Position Fire Chief																								

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title Caulk and Paint Pool	2. Purpose of Project Request Form (check one) <input type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input type="checkbox"/> Modify a project already in the adopted program <input type="checkbox"/> Equipment (complete 6-10)																		
3. Department Priority Essential																			
4. Location Municipal Pool																			
5. Description City employees would caulk/fill seams and cracks with waterproofing material																			
6. Justification & Useful Life 1-2 years																			
7. Purpose of Expenditure (check appropriate) <input type="checkbox"/> Scheduled replacement <input type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input checked="" type="checkbox"/> Increase safety/improve production	9. Estimate Use of Requested Item(s) Weeks per year 12 weeks Approximate months (if seasonal) Summer For the weeks used, estimate: Average days per week 7 Average hours per day 6 Estimated useful life in years																		
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20 13-14	\$0.00																		
20 14-15	\$0.00																		
20 15-16	\$0.00																		
Total Six Years	\$0.00																		
14. Comments Presently the caulking in the seams and crack has given away and pool leaks. The caulking would be a temporary fix, with more extensive repairs needed as funds become available.																			
15. Submitting Authority Date 12-2-2010 Submitted by Tom Doran Position Pool Manager																			

CAPITAL IMPROVEMENT PROJECT REQUEST

<p>1. Project Title Historic Square Revitalization Project – planning and engineering costs</p>	<p>2. Purpose of Project Request Form (check one)</p> <p><input checked="" type="checkbox"/> Add a new item to the program</p> <p><input type="checkbox"/> Delete an item in a year already a part of the program</p> <p><input type="checkbox"/> Modify a project already in the adopted program</p> <p><input type="checkbox"/> Equipment (complete 6-10)</p>																							
<p>3. Department Priority Street/Utility - Essential</p>																								
<p>4. Location Historic Downtown Square</p>																								
<p>5. Description Following the outcome of the needs survey and with Council approval this project would begin in 2011 with engineering. Construction would begin in 2012. The brick parking areas would be replaced with concrete with new water lines and underground electric placed in this area. We are working with SENDD on a grant package.</p>																								
<p>6. Justification & Useful Life 30-40 years</p>																								
<p>7. Purpose of Expenditure (check appropriate)</p> <p><input type="checkbox"/> Scheduled replacement</p> <p><input type="checkbox"/> Present equipment obsolete/worn out</p> <p><input type="checkbox"/> Expanded service/new operation</p> <p><input type="checkbox"/> Increase safety/improve production</p>		<p>9. Estimate Use of Requested Item(s)</p> <p>Weeks per year</p> <p>Approximate months (if seasonal)</p> <p>For the weeks used, estimate:</p> <p>Average days per week</p> <p>Average hours per day</p> <p>Estimated useful life in years</p>																						
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<p>14. Comments: At this the City is conducting a city-wide needs survey to determine if this project will be one of the top five needs.</p>																								
<p>15. Submitting Authority Date 12-9-2010 Submitted by Paula Darling Position City Clerk</p>																								

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title Tuck Point City Hall	2. Purpose of Project Request Form (check one) <input type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input type="checkbox"/> Modify a project already in the adopted program <input type="checkbox"/> Equipment (complete 6-10)																							
3. Department Priority Administration: Desirable																								
4. Location 122 S. 4 th St																								
5. Description Tuck pointing one side of City Hall each year for four years																								
6. Justification & Useful Life 20 years																								
7. Purpose of Expenditure (check appropriate) <input type="checkbox"/> Scheduled replacement <input checked="" type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input type="checkbox"/> Increase safety/improve production		9. Estimate Use of Requested Item(s) Weeks per year 52 Approximate months (if seasonal) For the weeks used, estimate: Average days per week Average hours per day Estimated useful life in years																						
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Total Six Years	<u>\$28,000</u>																							
14. Comments This could be done when the contractor is in town working on other properties to cut down on costs																								
15. Submitting Authority Date 12-2-2010 Submitted by Ann Curry Position Deputy Clerk																								

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title Utility Tractor to share between Parks & Streets	2. Purpose of Project Request Form (check one) <input type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input type="checkbox"/> Modify a project already in the adopted program <input checked="" type="checkbox"/> Equipment (complete 6-10)																							
3. Department Priority Desirable																								
4. Location																								
5. Description John Deere 4120 utility mower for mowing parks and other public properties																								
6. Justification & Useful Life 8 years																								
7. Purpose of Expenditure (check appropriate) <input checked="" type="checkbox"/> Scheduled replacement <input type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input type="checkbox"/> Increase safety/improve production		9. Estimate Use of Requested Item(s) Weeks per year 25 Approximate months (if seasonal) For the weeks used, estimate: Average days per week Average hours per day Estimated useful life in years																						
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Total Six Years	<u>\$15,000</u>																							
14. Comments We have been putting this off and will need to do it either this year or next year																								
15. Submitting Authority Date 12-2-10 Submitted by Mike Davison Position Utility Foreman																								

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title Pool: Sandblast & coat with fiberglass	2. Purpose of Project Request Form (check one) <input checked="" type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input type="checkbox"/> Modify a project already in the adopted program <input type="checkbox"/> Equipment (complete 6-10)																					
3. Department Priority Desirable																						
4. Location Municipal Pool																						
5. Description This is a last resort type fix because of the cost																						
6. Justification & Useful Life Unknown – possibly 10 years																						
7. Purpose of Expenditure (check appropriate) <input type="checkbox"/> Scheduled replacement <input checked="" type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input type="checkbox"/> Increase safety/improve production	9. Estimate Use of Requested Item(s) Weeks per year Approximate months (if seasonal) For the weeks used, estimate: Average days per week Average hours per day Estimated useful life in years																					
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Total Six Years	\$120,000																					
14. Comments The pool has been leaking for several years and all attempts to fix it have not helped and this is the last resort																						
15. Submitting Authority Date 12-2-2010 Submitted by Doug Goracke Position Utility Foreman																						

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title Crack Sealing	2. Purpose of Project Request Form (check one) <input type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input type="checkbox"/> Modify a project already in the adopted program <input type="checkbox"/> Equipment (complete 6-10)																							
3. Department Priority Desirable																								
4. Location 1/3 of the concrete streets each year																								
5. Description Maintenance program for concrete streets																								
6. Justification & Useful Life 3 years or as needed																								
7. Purpose of Expenditure (check appropriate) <input checked="" type="checkbox"/> Scheduled replacement <input type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input type="checkbox"/> Increase safety/improve production		9. Estimate Use of Requested Item(s) Weeks per year NA Approximate months (if seasonal) For the weeks used, estimate: Average days per week Average hours per day Estimated useful life in years																						
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14. Comments We no longer have the equipment to seal cracks and this must be done by a contractor																								
15. Submitting Authority Date 12-2-2010 Submitted by Paul Buss Position Street Superintendent																								

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title City Hall Foundation Repair	2. Purpose of Project Request Form (check one) <input type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input type="checkbox"/> Modify a project already in the adopted program <input type="checkbox"/> Equipment (complete 6-10)																							
3. Department Priority Acceptable																								
4. Location 122 S. 4 th St																								
5. Description The skim coat on the outside foundation needs to be removed and recoated																								
6. Justification & Useful Life 8-10 years																								
7. Purpose of Expenditure (check appropriate) <input checked="" type="checkbox"/> Scheduled replacement <input type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input type="checkbox"/> Increase safety/improve production		9. Estimate Use of Requested Item(s) Weeks per year Approximate months (if seasonal) For the weeks used, estimate: Average days per week Average hours per day Estimated useful life in years																						
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Total Six Years	\$<u>0.00</u>																							
14. Comments This keeps getting put off as it is purely cosmetic																								
15. Submitting Authority Date 12-2-2010 Submitted by Ann Curry Position Deputy Clerk																								

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title Community Building ADA bathroom	2. Purpose of Project Request Form (check one) <input checked="" type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input type="checkbox"/> Modify a project already in the adopted program <input type="checkbox"/> Equipment (complete 6-10)																					
3. Department Priority Acceptable only if grant funds are available, Deferrable if no grants are available																						
4. Location Community Building																						
5. Description Renovate utility room by blocking off part of it for a bathroom. Would need to add ADA fixtures, doors etc.																						
6. Justification & Useful Life																						
7. Purpose of Expenditure (check appropriate) <input type="checkbox"/> Scheduled replacement <input type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input checked="" type="checkbox"/> Increase safety/improve production	9. Estimate Use of Requested Item(s) Weeks per year 25 Approximate months (if seasonal) For the weeks used, estimate: Average days per week Average hours per day Estimated useful life in years																					
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14. Comments We are working our way through our ADA plan for all public buildings and this is on the plan																						
15. Submitting Authority Date 12-2-2010 Submitted by Jack Stinson Position Maintenance Supervisor for Community Building																						

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title Fire Department sidewalk repair	2. Purpose of Project Request Form (check one) <input checked="" type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input type="checkbox"/> Modify a project already in the adopted program <input type="checkbox"/> Equipment (complete 6-10)																							
3. Department Priority Acceptable																								
4. Location In front of garage doors at fire hall																								
5. Description Take out two square of sidewalk and replace																								
6. Justification & Useful Life Broken and may cause a tripping hazzard																								
7. Purpose of Expenditure (check appropriate) <input type="checkbox"/> Scheduled replacement <input type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input checked="" type="checkbox"/> Increase safety/improve production		9. Estimate Use of Requested Item(s) Weeks per year Approximate months (if seasonal) For the weeks used, estimate: Average days per week Average hours per day Estimated useful life in years																						
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Total Six Years	\$0.00																							
14. Comments This will be postponed until we find out if we get the downtown grant. If we don't get the grant we will do it immediatley																								
15. Submitting Authority Date 12-1-2010 Submitted by Jim Seckman Position Fire Chief																								

CAPITAL IMPROVEMENT PROJECT REQUEST

<p>1. Project Title Street Repairs: Concrete and asphalt on 1st St from Broadway to R.R. tracks</p>	<p>2. Purpose of Project Request Form (check one)</p> <p><input type="checkbox"/> Add a new item to the program</p> <p><input type="checkbox"/> Delete an item in a year already a part of the program</p> <p><input type="checkbox"/> Modify a project already in the adopted program</p> <p><input type="checkbox"/> Equipment (complete 6-10)</p>																					
<p>3. Department Priority Street: Acceptable</p>																						
<p>4. Location Location is documented in the 1-6 yr street plan</p>																						
<p>5. Description Description is detailed in the 1-6 yr street plan</p>																						
<p>6. Justification & Useful Life 10 yrs</p>																						
<p>7. Purpose of Expenditure (check appropriate)</p> <p><input checked="" type="checkbox"/> Scheduled replacement</p> <p><input type="checkbox"/> Present equipment obsolete/worn out</p> <p><input type="checkbox"/> Expanded service/new operation</p> <p><input type="checkbox"/> Increase safety/improve production</p>	<p>9. Estimate Use of Requested Item(s)</p> <p>Weeks per year</p> <p>Approximate months (if seasonal)</p> <p>For the weeks used, estimate:</p> <p>Average days per week</p> <p>Average hours per day</p> <p>Estimated useful life in years</p>																					
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<p>11. Recommended Disposition of Replaced Item(s)</p> <p><input type="checkbox"/> Possible use by other agencies <input type="checkbox"/> Trade-in <input type="checkbox"/> Sale <input type="checkbox"/> Dispose of</p>																						
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Budget FY	Total																					
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20 <u>11-12</u>	\$250,000																					
20 <u>12-13</u>	\$0.00																					
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20 <u>14-15</u>	\$0.00																					
20 <u>15-16</u>	\$0.00																					
Total Six Years	\$250,000																					
<p>14. Comments Each year the City continues to work on the 1-6 yr plan depending on the severity of the problems</p>																						
<p>15. Submitting Authority Date 12-2-2010 Submitted by Paul Buss Position Street Superintendent</p>																						

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title Handibus	2. Purpose of Project Request Form (check one) <input type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input type="checkbox"/> Modify a project already in the adopted program <input checked="" type="checkbox"/> Equipment (complete 6-10)																					
3. Department Priority Acceptable - Deferred																						
4. Location City Use																						
5. Description Senator Series/StarTrans Bus																						
6. Justification & Useful Life Normal replacement schedule is 6 years																						
7. Purpose of Expenditure (check appropriate) <input checked="" type="checkbox"/> Scheduled replacement <input type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input type="checkbox"/> Increase safety/improve production		9. Estimate Use of Requested Item(s) Weeks per year 52 Approximate months (if seasonal) For the weeks used, estimate: Average days per week 5 Average hours per day 6-8 Estimated useful life in years 6																				
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	Per Unit	Total																				
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Plus: installation or other costs	\$	\$																				
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Budget FY	Total																					
20 <u>10-11</u>	<u>\$6,000</u>																					
20 <u>11-12</u>	<u>\$6,000</u>																					
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20 <u>15-16</u>	<u>\$0.00</u>																					
Total Six Years	<u>\$0.00</u>																					
14. Comments We would like to time this so part is paid in at the end of fiscal year 2010-2011 and the beginning of fiscal year 2011-2012																						
15. Submitting Authority Date 11-23-2010 Submitted by Linda Schultz Position Handibus Driver																						

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title Electronic Water/Electric Metering System	2. Purpose of Project Request Form (check one) <input checked="" type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input type="checkbox"/> Modify a project already in the adopted program <input type="checkbox"/> Equipment (complete 6-10)																							
3. Department Priority Utility - Deferrable																								
4. Location																								
5. Description Replace existing residential meters with new system. This will enable staff to make better use of their time and be more accurate.																								
6. Justification & Useful Life Present meters are not metering correctly																								
7. Purpose of Expenditure (check appropriate) <input type="checkbox"/> Scheduled replacement <input checked="" type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input type="checkbox"/> Increase safety/improve production		9. Estimate Use of Requested Item(s) Weeks per year Approximate months (if seasonal) For the weeks used, estimate: Average days per week Average hours per day Estimated useful life in years																						
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Plus: installation or other costs	\$	\$																						
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14. Comments																								
15. Submitting Authority Date 12-20-2010 Submitted by Doug Goracke Position Public Property Foreman																								

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title Library – computer and monitor	2. Purpose of Project Request Form (check one) <input type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input type="checkbox"/> Modify a project already in the adopted program <input checked="" type="checkbox"/> Equipment (complete 6-10)																							
3. Department Priority Deferrable																								
4. Location City Library																								
5. Description The new computer would be a replacement																								
6. Justification & Useful Life 5 years																								
7. Purpose of Expenditure (check appropriate) <input checked="" type="checkbox"/> Scheduled replacement <input type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input type="checkbox"/> Increase safety/improve production		9. Estimate Use of Requested Item(s) Weeks per year 52 Approximate months (if seasonal) For the weeks used, estimate: Average days per week 3 half day, 1 full day Average hours per day 4-6 Estimated useful life in years 5																						
8. Cost <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></th> <th style="width: 20%; text-align: center;">Per Unit</th> <th style="width: 20%; text-align: center;">Total</th> </tr> </thead> <tbody> <tr> <td>Purchase Price</td> <td style="text-align: center;">\$ <u>1,300</u></td> <td style="text-align: center;">\$</td> </tr> <tr> <td>Plus: installation or other costs</td> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> </tr> <tr> <td>Less: trade-in or other discount</td> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> </tr> <tr> <td>Net Cost</td> <td style="text-align: center;">\$</td> <td style="text-align: center;"><u>\$ 1,300</u></td> </tr> </tbody> </table>			Per Unit	Total	Purchase Price	\$ <u>1,300</u>	\$	Plus: installation or other costs	\$	\$	Less: trade-in or other discount	\$	\$	Net Cost	\$	<u>\$ 1,300</u>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 70%;">10. Replaced Item(s)</th> <th style="width: 15%;">Make</th> <th style="width: 15%;">Age</th> </tr> <tr> <td style="height: 40px;"></td> <td></td> <td></td> </tr> </table>		10. Replaced Item(s)	Make	Age			
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Budget FY	Total																							
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20 <u>11-12</u>	<u>\$0.00</u>																							
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20 <u>15-16</u>	<u>\$0.00</u>																							
Total Six Years	<u>\$1,300</u>																							
14. Comments This will be determined solely on whether there are other more pressing expenditures																								
15. Submitting Authority Date 12-1-2010 Submitted by Susie Kerner Position Librarian																								

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title Slip liner of Sewer lines	2. Purpose of Project Request Form (check one) <input checked="" type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input type="checkbox"/> Modify a project already in the adopted program <input type="checkbox"/> Equipment (complete 6-10)																		
3. Department Priority Utility - Deferred																			
4. Location Repair of compromised sewer lines																			
5. Description An estimate of each block is approximately \$80,000																			
6. Justification & Useful Life Some of the sewer lines in town have been backing up in homes on a fairly regular basis and need to be repaired.																			
7. Purpose of Expenditure (check appropriate) <input type="checkbox"/> Scheduled replacement <input checked="" type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input type="checkbox"/> Increase safety/improve production	9. Estimate Use of Requested Item(s) Weeks per year Approximate months (if seasonal) For the weeks used, estimate: Average days per week Average hours per day Estimated useful life in years																		
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	Per Unit	Total																	
Purchase Price	\$ <u>80,000</u>	\$																	
Plus: installation or other costs	\$	\$																	
Less: trade-in or other discount	\$	\$																	
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11. Recommended Disposition of Replaced Item(s) <input type="checkbox"/> Possible use by other agencies <input type="checkbox"/> Trade-in <input type="checkbox"/> Sale <input type="checkbox"/> Dispose of																			
12. Cost <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%; text-align: left;">Budget FY</th> <th style="width: 40%; text-align: center;">Total</th> </tr> </thead> <tbody> <tr> <td>20 <u>10-11</u></td> <td style="text-align: center;">\$0.00</td> </tr> <tr> <td>20 <u>11-12</u></td> <td style="text-align: center;">\$0.00</td> </tr> <tr> <td>20 <u>12-13</u></td> <td style="text-align: center;">\$80,000</td> </tr> <tr> <td>20 <u>13-14</u></td> <td style="text-align: center;">\$0.00</td> </tr> <tr> <td>20 <u>14-15</u></td> <td style="text-align: center;">\$80,000</td> </tr> <tr> <td>20 <u>15-16</u></td> <td style="text-align: center;">\$0.00</td> </tr> <tr> <td>Total Six Years</td> <td style="text-align: center;">\$<u>160,000</u></td> </tr> </tbody> </table>	Budget FY	Total	20 <u>10-11</u>	\$0.00	20 <u>11-12</u>	\$0.00	20 <u>12-13</u>	\$80,000	20 <u>13-14</u>	\$0.00	20 <u>14-15</u>	\$80,000	20 <u>15-16</u>	\$0.00	Total Six Years	\$<u>160,000</u>	13. Recommended Sources of Financing Sewer revenues		
Budget FY	Total																		
20 <u>10-11</u>	\$0.00																		
20 <u>11-12</u>	\$0.00																		
20 <u>12-13</u>	\$80,000																		
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20 <u>15-16</u>	\$0.00																		
Total Six Years	\$<u>160,000</u>																		
14. Comments The City needs to start planning to replace some of these lines and set aside income from sewer revenues																			
15. Submitting Authority Date 12-20-2010 Submitted by PeopleService/Duane Grashorn Position contractor in charge of sewer lines																			

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title Bathhouse floor - Pool	2. Purpose of Project Request Form (check one) <input type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input checked="" type="checkbox"/> Modify a project already in the adopted program <input type="checkbox"/> Equipment (complete 6-10)																							
3. Department Priority Deferrable																								
4. Location Municipal Pool																								
5. Description The concrete floor needs to be sloped so it drains correctly																								
6. Justification & Useful Life If we think we will be using this pool for sometime to come it would be important to slope the floor																								
7. Purpose of Expenditure (check appropriate) <input type="checkbox"/> Scheduled replacement <input type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input checked="" type="checkbox"/> Increase safety/improve production		9. Estimate Use of Requested Item(s) Weeks per year 12 Approximate months (if seasonal) summer For the weeks used, estimate: Average days per week 7 Average hours per day 7 Estimated useful life in years																						
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Budget FY	Total																							
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20 <u>15-16</u>	\$0.00																							
Total Six Years	<u>\$5,500</u>																							
14. Comments If we decide to do much work on the bathhouse – we will need to decide if we want to ADA which would be quite costly																								
15. Submitting Authority Date 12-1-2010 Submitted by Tom Doran Position Pool Manager																								

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title Guard Chair and Umbrella - Pool	2. Purpose of Project Request Form (check one) <input type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input type="checkbox"/> Modify a project already in the adopted program <input checked="" type="checkbox"/> Equipment (complete 6-10)																					
3. Department Priority Acceptable but Deferrable																						
4. Location Municipal Pool																						
5. Description It is time to replace another of the portable guard chairs and umbrellas																						
6. Justification & Useful Life Every five years for safety reasons																						
7. Purpose of Expenditure (check appropriate) <input type="checkbox"/> Scheduled replacement <input type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input checked="" type="checkbox"/> Increase safety/improve production	9. Estimate Use of Requested Item(s) Weeks per year 12 Approximate months (if seasonal) summer For the weeks used, estimate: Average days per week 7 Average hours per day 7 Estimated useful life in years																					
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	Per Unit	Total																				
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Budget FY	Total																					
20 <u>10-11</u>	<u>\$1,000</u>																					
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20 <u>15-16</u>	<u>\$1,000</u>																					
Total Six Years																						
14. Comments Usually the lifeguards have a fund raiser and buy their own equipment. If they don't get enough it may be matched with city funds																						
15. Submitting Authority Date 12-1-2010 Submitted by Tom Doran Position Pool Manager																						

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title Snow Blower attachment for skid steer – streets	2. Purpose of Project Request Form (check one) <input type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input type="checkbox"/> Modify a project already in the adopted program <input checked="" type="checkbox"/> Equipment (complete 6-10)																						
3. Department Priority Deferrable																							
4. Location Stored at Utility Shop																							
5. Description Front mount snow blower for skid steer loader																							
6. Justification & Useful Life Would be used as long as we have the skid steer – 10 yrs																							
7. Purpose of Expenditure (check appropriate) <input checked="" type="checkbox"/> Scheduled replacement <input type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input type="checkbox"/> Increase safety/improve production	9. Estimate Use of Requested Item(s) Weeks per year 20 Approximate months (if seasonal) winter months For the weeks used, estimate: Average days per week Average hours per day Estimated useful life in years																						
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Total Six Years	\$6,500																						
14. Comments It is unknown at this time if we could trade in any equipment to get this but we hope that we can. With a trade in we hope it would cost us \$2,025																							
15. Submitting Authority Date 12-1-2010 Submitted by Doug Goracke Position Utility and Public Properties Foreman																							

CAPITAL IMPROVEMENT PROJECT REQUEST

1. Project Title Shredder for street department	2. Purpose of Project Request Form (check one) <input type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part of the program <input type="checkbox"/> Modify a project already in the adopted program <input checked="" type="checkbox"/> Equipment (complete 6-10)																							
3. Department Priority Deferrable																								
4. Location Stored at Utility Shop																								
5. Description 15 foot bat wing shredder																								
6. Justification & Useful Life Roadside mowing and vegetation maintenance, roadside at the wells , wastewater treatment plant																								
7. Purpose of Expenditure (check appropriate) <input checked="" type="checkbox"/> Scheduled replacement <input type="checkbox"/> Present equipment obsolete/worn out <input type="checkbox"/> Expanded service/new operation <input type="checkbox"/> Increase safety/improve production		9. Estimate Use of Requested Item(s) Weeks per year 24 Approximate months (if seasonal) spring - fall For the weeks used, estimate: Average days per week Average hours per day Estimated useful life in years																						
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