

AGENDA FOR THE REGULAR MEETING OF
THE MAYOR AND CITY COUNCIL OF THE
CITY OF AUBURN, NEMAHA COUNTY,
NEBRASKA, TO BE HELD AT 7:00 P.M.
OCTOBER 14, 2013

1. **PLEDGE OF ALLEGIANCE**
2. **ANNOUNCE** – “I am required by law to inform the public that a copy of the Open Meetings Act is posted on the North wall of these Chambers by the entrance door.”
3. **ROLL CALL**
4. **RECOGNITION OF VISITORS***

*The Mayor may fix the time allotted for each individual or topic. A five-minute limit will apply for each speaker, unless otherwise specified. Speakers are expected to address the Council when making presentations. Speakers who feel a need to give more information than can be presented in that time frame may submit written material for distribution to City Hall; such materials should be provided so they may be included in the Council meeting packets.

The Council may make and enforce reasonable rules and regulations regarding the conduct of persons attending its meetings and regarding their privilege to speak. The Council is not required to allow citizens to speak at each meeting, but it may not forbid public participation at all meetings.
5. **APPROVAL OF MINUTES OF PREVIOUS MEETING(S).**
6. **APPROVAL OF FINANCIAL REPORT.**
7. **CLAIMS.**
8. **APPROVAL** for Attendance at Meeting(s).
9. **APPOINTMENT(S)/REAPPOINTMENT(S) –**
 - Fire Department
 - Recreation Committee
10. **APPROVAL** to Hang a Barn Quilt on the City Hall Building.
11. **CARLA MASON/American Dream Real Estate Company** – re: Board of Public Works – billing for trash services per agreement with American Recycling & Sanitation.
12. **KAYLA FALK** – Trash billing service thru the BPW re: Residential/Commercial.
13. **7:10 P.M., or as soon thereafter as possible – PUBLIC HEARING** on a Class IB – Alcoholic Liquor On Sale/Beer Off Sale (Inside Corporate Limits) License for Bowldog Alley LLC by Bowldog Alley at 1818 Central Avenue, Auburn, Nebraska.

Action on said Public Hearing.
14. **AGREEMENT** – Business Associate Agreement – The Harry A. Koch Co.

15. **APPROVAL** of Johnson, Mirmiran & Thompson to be the consulting firm writing the National Historic District nomination.
16. **DRAWDOWN #13** Project Funds CDBG #10-DTR-105 (Downtown Revitalization Phase II Commercial Rehabilitation) and related claims.
17. **DRAWDOWN #7** CDBG #12-HO-6044 General Admin (Owner Occupied Housing Rehab) and related claims.
18. **DRAWDOWN #8** CDBG #12-HO-6044 (Owner Occupied Housing Rehab) and related claims.
19. **CDBG #12-HO-6044** Approve bid on Project #12.
20. **CDBG #12-HO-6044** Approve change order on Project #8.
21. **JEO CONSULTING GROUP** – Approval pay application 2012 P Street box culvert project and change order.
22. **ORDINANCE** to add Section 51.006 – “Water Infrastructure” to Chapter 51: Water Regulations of the City of Auburn, Nemaha County, Nebraska, Code of Ordinances within “General Provisions”. This proposed ordinance shall have a new water fee that would be at a minimum \$1500.
23. **ORDINANCE** to add Section 90.02 to the City of Auburn, Nebraska Code of Ordinances to establish regulations and restrictions for the preservation of stocked fish in the Rotary Island Lake; to establish a penalty for violation; to repeal all ordinances or parts of ordinances in conflict; to declare an effective date. This proposed ordinance shall put a 21 inch size limit on the recently stocked fish (wipers) and a daily bag limit of one 18 inch fish or larger per day as described in the ordinance. Requested by Nebraska Game & Parks.
24. **RESOLUTION** to authorize water liens against real estate on delinquent accounts with the Auburn Board of Public Works.
25. **RESOLUTION** to authorize sewer liens against real estate on delinquent accounts with the Auburn Board of Public Works.
26. **REPORTS/RECOMMENDATIONS** - - From Dept. Heads.
 - a. Street Department
 - b. Fire Department
 - c. Library
 - d. Treasurer
27. **REPORTS/RECOMMENDATIONS** - - From Committees.
 - a. Street Committee
 - b. Keep Auburn Beautiful
 - c. Economic Development
 - d. Safety Committee
 - e. Building Committee
 - f. Legislative
 - g. Parks and Pool Committee
 - h. Other Committees & Reports

- i. Health Insurance Committee (Rick Janssen)
- j. Christmas Light Committee

28. **ADJOURNMENT.**

POSSIBLE MOTION FORMAT 10-14-13

1. **PLEDGE OF ALLEGIANCE**
2. **ANNOUNCE** – “I am required by law to inform the public that a copy of the Open Meetings Act is posted on the North wall of these Chambers by the entrance door.”
3. **ROLL CALL**
4. **RECOGNITION OF VISITORS***
5. **APPROVAL OF MINUTES OF PREVIOUS MEETING(S).**

POSSIBLE MOTION: I move to dispense with the reading of the September 9, 2013 meetings' minutes and to approve the same as written (or as amended)

6. **APPROVAL OF FINANCIAL REPORT.**

POSSIBLE MOTION: I move to approve the financial report

7. **CLAIMS.**

POSSIBLE MOTION: I move to approve the claims presented which have not been previously approved by motion or resolution and ratify the ordinary and necessary expenses allowed and in accordance with Resolution No. 7-11 that was approved February 28, 2011

8. **APPROVAL** for Attendance at Meeting(s).

POSSIBLE MOTION: I move to allow attendance at meeting(s)/training(s) as requested

9. **APPOINTMENT(S)/REAPPOINTMENT(S) –**
 - Fire Department
 - Recreation Committee

POSSIBLE ACTION: Roll Call on Appointments

10. **APPROVAL** to Hang a Barn Quilt on the City Hall Building.

POSSIBLE MOTION: I move to approve hanging a barn quilt on the City Hall Building

11. **CARLA MASON/American Dream Real Estate Company** – re: Board of Public Works – billing for trash services per agreement with American Recycling & Sanitation.
12. **KAYLA FALK** – Trash billing service thru the BPW re: Residential/Commercial.

13. **7:10 P.M., or as soon thereafter as possible – PUBLIC HEARING** on a Class IB – Alcoholic Liquor On Sale/Beer Off Sale (Inside Corporate Limits) License for Bowldog Alley LLC by Bowldog Alley at 1818 Central Avenue, Auburn, Nebraska.

POSSIBLE MOTION: I move that a Class IB – Alcoholic Liquor On Sale/Beer Off Sale (Inside Corporate Limits) License for Bowldog Alley LLC by Bowldog Alley at 1818 Central Avenue, Auburn, Nebraska be approved.

14. **AGREEMENT** – Business Associate Agreement – The Harry A. Koch Co.

POSSIBLE MOTION: I move to approve the Business Associate Agreement with The Harry A. Koch Co.

15. **APPROVAL** of Johnson, Mirmiran & Thompson to be the consulting firm writing the National Historic District nomination.

POSSIBLE MOTION: I move to approve Johnson, Mirmiran & Thompson to be the consulting firm writing the National Historic District nomination.

16. **DRAWDOWN #13** Project Funds CDBG #10-DTR-105 (Downtown Revitalization Phase II Commercial Rehabilitation) and related claims.

POSSIBLE MOTION: I move to approve CDBG #10-DTR-105 (Downtown Revitalization Phase II Commercial Rehabilitation) Drawdown #13 and the related claims.

17. **DRAWDOWN #7** CDBG #12-HO-6044 General Admin (Owner Occupied Housing Rehab) and related claims.

POSSIBLE MOTION: I move to approve CDBG #12-HO-6044 General Admin (Owner Occupied Housing Rehab) Drawdown #7 and the related claims.

18. **DRAWDOWN #8** CDBG #12-HO-6044 (Owner Occupied Housing Rehab) and related claims.

POSSIBLE MOTION: I move to approve CDBG #12-HO-6044 (Owner Occupied Housing Rehab) Drawdown #8 and the related claims.

19. **CDBG #12-HO-6044** Approve bid on Project #12.

POSSIBLE MOTION: I move to award a contract to Quality Remodeling in the amount of \$24,995.00 on applicant #12-AUB-12

20. **CDBG #12-HO-6044** Approve change order on Project #8.

POSSIBLE MOTION: I move to increase the amount awarded to CDBG #12-HO-6044 (Owner Occupied Housing Rehab) Project #8 in accordance with change order

21. **JEO CONSULTING GROUP** – Approval pay application 2012 P Street box culvert project and change order.

POSSIBLE MOTION: I move to approve M.E. Collins Contracting Inc. Pay Application No. One and Change Order No. 1 associated with the 2012 P Street Box Culvert project

22. **ORDINANCE** to add Section 51.006 – “Water Infrastructure” to Chapter 51: Water Regulations of the City of Auburn, Nemaha County, Nebraska, Code of Ordinances within “General Provisions”. This proposed ordinance shall have a new water fee that would be at a minimum \$1500.

POSSIBLE ACTION: Ordinance Record – Ordinance No. 9-13

23. **ORDINANCE** to add Section 90.02 to the City of Auburn, Nebraska Code of Ordinances to establish regulations and restrictions for the preservation of stocked fish in the Rotary Island Lake; to establish a penalty for violation; to repeal all ordinances or parts of ordinances in conflict; to declare an effective date. This proposed ordinance shall put a 21 inch size limit on the recently stocked fish (wipers) and a daily bag limit of one 18 inch fish or larger per day as described in the ordinance. Requested by Nebraska Game & Parks.

POSSIBLE ACTION: Ordinance Record – Ordinance No. 10-13

24. **RESOLUTION** to authorize water liens against real estate on delinquent accounts with the Auburn Board of Public Works.

POSSIBLE MOTION: I move to approve the report of unpaid water accounts and certify said items to the Nemaha County Clerk by the passage and adoption of Resolution No. 22-13

25. **RESOLUTION** to authorize sewer liens against real estate on delinquent accounts with the Auburn Board of Public Works.

POSSIBLE MOTION: I move to approve the report of unpaid sewer accounts and certify said items to the Nemaha County Clerk by the passage and adoption of Resolution No. 23-13

26. **REPORTS/RECOMMENDATIONS** - - From Dept. Heads.

- a. Street Department
- b. Fire Department
- c. Library
- d. Treasurer

27. **REPORTS/RECOMMENDATIONS - - From Committees.**

- a. Street Committee
- b. Keep Auburn Beautiful
- c. Economic Development
- d. Safety Committee
- e. Building Committee
- f. Legislative
- g. Parks and Pool Committee
- h. Other Committees & Reports
- i. Health Insurance Committee (Rick Janssen)
- j. Christmas Light Committee

28. **ADJOURNMENT.**

POSSIBLE MOTION: I move for adjournment to meet at the call of the Mayor

Auburn, Nebraska
September 9, 2013

The Mayor and Council of the City of Auburn, Nemaha County, Nebraska, were called to meet at the City Hall at 1101 "J" Street on September 9, 2013, at 7:00 o'clock P.M., in Regular Meeting, open to the general public. Advance notice of said Regular Meeting, the designated method of giving notice including the agenda for said meeting, or the availability thereof having been posted at the west front door of the City Hall, at the east door of the Nemaha County Courthouse and in the Auburn State Bank, and having been transmitted to all members of the City Council, all done on or before September 6, 2013. Mayor Scott Kudrna presided over the meeting. The City Clerk of the City of Auburn, Nemaha County, Nebraska, recorded the proceedings.

The meeting was called to order by Mayor Scott Kudrna. Upon roll call, the following members of the City Council were present: Billings, Tom Clark, Holtzman, Janssen and Jeanneret. Absent: Shawn Clark.

Mayor Kudrna announced "I am required by law to inform the public that a copy of the Open Meetings Act is posted on the North wall of these Chambers by the entrance door".

Council Member Holtzman moved to dispense with the reading of the August 12, 2013 and August 27, 2013 meetings' minutes and to approve the same as written. The foregoing motion was seconded by Council Member Tom Clark and upon roll call vote, the following Council Members voted "YEA": Tom Clark, Holtzman, Janssen, Jeanneret, and Billings. The following voted "NAY": No one. Motion: Carried.

Council Member Jeanneret moved to approve the financial report; Seconded by Council Member Tom Clark and upon roll call vote, the following Council Members voted "YEA": Tom Clark, Holtzman, Janssen, Jeanneret, and Billings. The following voted "NAY": No one. Motion: Carried..

The following claims were presented before the Council for ratification: AFLAC, Wh-73.80; Amber & Brian Kinnaman, DTR Grant-3000.00; Auburn Senior Center, Transfer-3500.00; Auburn State Bank, CRA Bond Payments-29,770.59; Black Hills Energy, Ut-28.72; Brad Yost Construction, Housing Grant-6580.00; Carson National Bank, Loan Payment-5695.59; Linda Bantz (August), Se-329.00; Mark Harms (August), Ex-500.00; Melinda Clarke, DTR Grant-13875.00; Nemaha County, Se-23583.33; Phyllis Hemmingsen, DTR Grant-2175.00; Quality Remodeling, Housing Grant-8430.00; Southeast Nebraska Development District, Se-8494.09; Time Warner Cable, Se-Ut-314.10; Verizon Wireless, Se-20.28; American Recycling & Sanitation, Se-335.00; Black Hills Energy, Ut-50.36; Board of Public Works, Ut-7828.99; Five Nines Technology Group, Se-40.00; John Clark, Se-1991.78; Linda Bantz (September), Se-329.00; Mark Harms (September), Ex-500.00; Nemaha County (September), Se-23,583.33; The Standard, Ins-262.63; Time Warner Cable, Se-Ut-118.77; Wex Bank, Su-1882.03; Windstream, Ut-Se-70.44. The following claims (not previously approved by motion or resolution) were presented: Amazon, Bk-595.63; American Lawncare Inc., Se-989.00; Angelo Ligouri, Fe-2429.55; Auburn Memorial Library Petty Cash, Su-68.74; Auburn Newspapers, Se-355.04; Auburn Plumbing, Htg. & AC Inc., Se-93.58; Auburn Senior Center Inc., Trans-500.00; Baker & Taylor, Bk-313.39; Beard's Salvage Inc., Su-58.33; Blue Valley Door Co., Inc., Se-6459.00; Board of Public Works, Maint-545.76; Bowman Equipment & Repair, Se-80.00; Bulldog Auto Parts, Su-106.95; Concrete Industries Inc., Su-5431.00; Demco, Su-79.20; Diamond Vogel, Su-374.43; Eakes Office Plus, Su-839.86; Eggers Brothers Inc., Su-266.06; Ellison, Su-Equip-275.00; First National Bank Omaha, Parts-Ex-854.30; Five Nines Technology Group, Se-100.00; Gale, Ex-75.62; Gilbert Services, Se-17.00; JEO Consulting Group Inc., Se-2417.50; John Clark, Se-3059.91; League of NE Municipalities, Mem-4182.00; Martin Marietta Materials, Su-1283.99; Nebraska Department of Roads, Su-504.00; Nemaha County Clerk, Se-34.00; OCLC Inc., Sub-52.47; Card Services (Orscheln), Su-643.80; Petty Cash, Se-Su-Reim-155.32; Pioneer, Su-975.00; Postmaster, Su-138.00; Sack Lumber Co., Su-85.63; Schendel Pest Control, Se-500.00; Sherry Heskett, Reim-81.04; Stutheit Implement Co., Su-55.99; Arbor Day Foundation, Mem-15.00; Tri-State Office Products, Equip-474.61; Vaughn Severs, Ex-350.00; Wt. Cox Subscriptions, Bk-37.39; Xerox Corporation, Se-Su-484.19.

Abbreviations for this legal: AV-Audio Visual; Bk-Book; Contrib-Contribution; Equip-Equipment; Ex-Expense; Fe-Fee; Ins-Insurance; Inspect-Inspection; Int-Interest; Inv-Economic Development Investment; Lic-Licenses; Maint-Maintenance; Mem-Membership; Pen-Pension; Per-Periodical; Re-Repairs; Ref-Reference Materials; Reg-Registration; Reim-Reimbursement; Se-Service; Su-Supplies, Material & Parts; Sub-Subscription; UA-Uniform Allowance; Ut-Utilities; Wh-Withholding.

Council Member Holtzman moved to approve the claims which have not been previously approved by motion or resolution and ratify the ordinary and necessary expenses allowed and in accordance with Resolution No. 7-11 that was approved February 28, 2011. Council Member Billings seconded the motion and discussion was held. Following discussion, Council Member Holtzman withdrew his motion and Council Member Billings withdrew her second to the motion. Council Member Billings moved to approve the claims which have not been previously approved by motion or resolution and ratify the ordinary and necessary expenses allowed and in accordance with Resolution No. 7-11 that was approved February 28, 2011 with the exception of the publication cost associated with the Dave Ramsey Course in the amount of \$73.70. The foregoing motion was seconded by Council Member Janssen and upon roll call vote, the following Council Members voted "YEA": Holtzman, Janssen, Jeanneret, Billings, and Tom Clark. The following voted "NAY": No one. Motion: Carried.

The Mayor and City Clerk requested approval to attend the 2013 League of Nebraska Municipalities Annual Conference to be held October 9-11. Council Member Billings moved to allow attendance at the meeting/training as requested; Seconded by Council Member Holtzman and upon roll call vote, the following Council Members voted "YEA": Janssen, Jeanneret, Billings, Tom Clark, and Holtzman. The following voted "NAY": No one. Motion: Carried.

Mayor Kudrna appointed Michael Gabelmann to the Auburn Volunteer Fire Department. Upon calling the roll, the following Council Members voted "YEA": Jeanneret, Billings, Tom Clark, Holtzman, and Janssen. The following voted "NAY": No one. Appointment: Confirmed. The Mayor appointed Derek Hemmingsen to the Auburn Volunteer Fire Department. Upon calling the roll, the following Council Members voted "YEA": Billings, Tom Clark, Holtzman, Janssen, and Jeanneret. The following voted "NAY": No one. Appointment: Confirmed.

Appointments/reappointments to the City Recreation Committee will be made at a later meeting.

Council Member Holtzman moved to table action on the agenda item seeking approval for a quilt decorative board to be attached to the City Hall building. The foregoing motion was seconded by Council Member Jeanneret and upon roll call vote, the following Council Members voted "YEA": Tom Clark, Holtzman, Janssen, Jeanneret, and Billings. The following voted "NAY": No one. Motion: Carried. A representative of the group will be asked to attend the next meeting to explain the project and present the design.

Council Member Janssen moved to approve the funding agreement with the Auburn Chamber of Commerce by the passage and adoption of Resolution No. 20-13. The foregoing motion was seconded by Council Member Holtzman and upon roll call vote, the following Council Members voted "YEA": Tom Clark, Holtzman, Janssen, Jeanneret, and Billings. The following voted "NAY": No one. Motion: Carried. A true, correct and complete copy of said resolution is as follows:

RESOLUTION NO. 20-13

Funding Agreement with Auburn Chamber of Commerce

BE IT RESOLVED by the Mayor and City Council of the City of Auburn, that the proposed agreement between the City of Auburn and the Auburn Chamber of Commerce be approved as presented.

Council Member Billings moved to approve the application of Auburn Discount Liquor for a Special Designated License for a fund raiser/beer garden/tasting to be held on September 28, 2013. The foregoing motion was seconded by Council Member Janssen and upon roll call vote,

the following Council Members voted "YEA": Holtzman, Janssen, Jeanneret, Billings, and Tom Clark. The following voted "NAY": No one. Motion: Carried.

Public hearing was held on the proposed budget for Fiscal Year 2013-2014. There was no opposition to the proposed budget. After allowing time for all comments to be presented, the public hearing was closed. Council Member Billings moved to approve the 2013-2014 Budget as proposed including cash balances, cash reserves, revenues and expenditures of the general fund, interlocal agreement for law enforcement, fire department, fire department sinking fund, park/recreation department, senior center, library, swimming pool, street department, street improvement assessment/debt payment fund, keno accounts, grant projects, economic development reuse funds, housing development reuse funds, downtown revitalization reuse funds and the Board of Public Works Proprietary Function Budget and further authorize publication of any changes to the Notice of Budget Hearing and Budget Summary previously published. The foregoing motion was seconded by Council Member Holtzman and upon roll call vote, the following Council Members voted "YEA": Janssen, Jeanneret, Billings, Tom Clark, and Holtzman. The following voted "NAY": No one. Motion: Carried. Council Member Holtzman moved to increase the base of restricted funds by 2.5% and any additional amount for allowable growth. The foregoing motion was seconded by Council Member Tom Clark and upon roll call vote, the following Council Members voted "YEA": Jeanneret, Billings, Tom Clark, Holtzman, and Janssen. The following voted "NAY": No one. Motion: Carried. Council Member Holtzman moved to exceed the budget limit on restricted funds by an additional one percent. The foregoing motion was seconded by Council Member Billings and upon roll call vote, the following Council Members voted "YEA": Billings, Tom Clark, Holtzman, Janssen, and Jeanneret. The following voted "NAY": No one. Motion: Carried. Council Member Holtzman moved that the total unused restricted funds authority be set in accordance with the approved allowable increases. The foregoing motion was seconded by Council Member Tom Clark and upon roll call vote, the following Council Members voted "YEA": Tom Clark, Holtzman, Janssen, Jeanneret, and Billings. The following voted "NAY": No one. Motion: Carried.

Ordinance No. 7-13 Fixing Compensation of the officers and employees of the City was presented for consideration. The Mayor announced that the introduction of the proposed Ordinance was in order.

ORDINANCE NO. 7-13
Fixing Compensation of the Officers and Employees of the City

Council Member Holtzman moved that these proceedings be kept in a separate and distinct volume known as the "Ordinance Record of the City of Auburn, Nemaha County, Nebraska", and that said volume be made part of these proceedings the same as though it were spread at large herein, which motion was seconded by Council Member Janssen. Upon roll call vote, the following Council Members voted "YEA": Tom Clark, Holtzman, Janssen, Jeanneret, and Billings. The following voted "NAY": No one.

Proposed Ordinance No. 8-13, Annual Appropriation Bill was presented for consideration. The Mayor announced that the introduction of the proposed Ordinance was in order.

ORDINANCE NO. 8-13
Annual Appropriation Bill

Council Member Janssen moved that these proceedings be kept in a separate and distinct volume known as the "Ordinance Record of the City of Auburn, Nemaha County, Nebraska", and that said volume be made part of these proceedings the same as though it were spread at large herein, which motion was seconded by Council Member Holtzman. Upon roll call vote, the following Council Members voted "YEA": Jeanneret, Billings, Tom Clark, Holtzman, and Janssen. The following voted "NAY": No one.

Public hearing was held to set the City of Auburn final tax request. There was no opposition given. Council Member Holtzman moved to set the final property tax request for fiscal year 2013-2014 by the passage and adoption of Resolution No. 21-13. The foregoing motion was seconded by Council Member Janssen and upon roll call vote, the following Council Members

voted "YEA": Tom Clark, Holtzman, Janssen, Jeanneret, and Billings. The following voted "NAY": No one. Motion: Carried. A true, correct and complete copy of said resolution is as follows:

RESOLUTION NO. 21-13
Setting the Property Tax Request

WHEREAS, Nebraska Revised Statute 77-1601.02 provides that the property tax request for the prior year shall be the property tax request for the current year for purposes of the levy set by the County Board of Equalization unless the Governing Body of the City of Auburn passes by a majority vote a resolution or ordinance setting the tax request at a different amount; and

WHEREAS, a special public hearing was held as required by law to hear and consider comments concerning the property tax request; and

WHEREAS, it is in the best interests of the City of Auburn that the property tax request for the current year be a different amount than the property tax request for the prior year.

NOW, THEREFORE, the Governing Body of the City of Auburn, by a majority vote, resolves that:

1. The 2013-2014 property tax request be set at \$587,964.75
2. A copy of this resolution be certified and forwarded to the County Clerk on or before October 13, 2013.

Council Member Janssen moved to approve the Auburn Library's Employee Dress Code Policy; Seconded by Council Member Jeanneret and upon roll call vote, the following Council Members voted: "YEA": Holtzman, Janssen, Jeanneret, Billings and Tom Clark. The following voted "NAY": No one. Motion: Carried.

Council Member Billings moved to approve CDBG 10-DTR-105 (Downtown Revitalization Phase II Commercial Rehabilitation) Drawdown No. 12 and the related claims. The foregoing motion was seconded by Council Member Holtzman and upon roll call vote, the following Council Members voted "YEA": Janssen, Jeanneret, Billings, Tom Clark, and Holtzman. The following voted "NAY": No one. Motion: Carried.

Council Member Janssen moved to approve CDBG 12-HO-6044 (Owner Occupied Housing Rehab Project) Drawdown No. 6 and the related claims. The foregoing motion was seconded by Council Member Holtzman and upon roll call vote, the following Council Members voted "YEA": Jeanneret, Billings, Tom Clark, Holtzman, and Janssen. The following voted "NAY": No one. Motion: Carried.

Reports were given by the following department heads: library, fire department, street department, and City Treasurer.

The following committees provided reports: Street, KAB, Economic Development, Building, Legislative, Parks/Pool, health insurance, and Christmas Light Committee. A written financial report was provided by the Auburn Community Redevelopment Authority. Nemaha County Sheriff Brent Lottman provided a written report of law enforcement activity within the City of Auburn for August 2013.

There being no further business to come before the Mayor and Council, Council Member Billings moved for adjournment to meet at the call of the Mayor. Council Member Janssen seconded the foregoing motion and upon roll call vote, the following Council Members voted "YEA": Billings, Tom Clark, Holtzman, Janssen, and Jeanneret. The following voted "NAY": No one. Motion: Carried.

Mayor Kudrna declared the meeting adjourned.

Scott Kudrna, Mayor

ATTEST:

Sherry Heskett, City Clerk

STATE OF NEBRASKA)
COUNTY OF NEMAHA) ss.
CITY OF AUBURN)

I, the undersigned, City Clerk for the City of Auburn, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council on September 9, 2013; that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily available for public inspection at the office of the City Clerk; that such agenda items were sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the said minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting; and that a current copy of the Nebraska Open Meetings Act was available and accessible to members of the public, posted during such meeting in the room in which such meeting was held.

Sherry Heskett, City Clerk

City Council Proceedings
September 9, 2013

The Mayor and Council of the City of Auburn, Nemaha County, Nebraska, were called to meet at the City Hall at 1101 "J" Street on September 9, 2013, at 7:00 o'clock P.M., in Regular Meeting, open to the general public.

The meeting was called to order by Mayor Scott Kudrna. Upon roll call, the following members of the City Council were present: Billings, Tom Clark, Holtzman, Janssen and Jeanneret. Absent: Shawn Clark.

Mayor Kudrna announced "I am required by law to inform the public that a copy of the Open Meetings Act is posted on the North wall of these Chambers by the entrance door".

Council approved the August 12, 2013 and August 27, 2013 meetings' minutes as written.

The City Council approved the financial report.

The following claims were presented before the Council for ratification: AFLAC, Wh-73.80; Amber & Brian Kinnaman, DTR Grant-3000.00; Auburn Senior Center, Transfer-3500.00; Auburn State Bank, CRA Bond Payments-29,770.59; Black Hills Energy, Ut-28.72; Brad Yost Construction, Housing Grant-6580.00; Carson National Bank, Loan Payment-5695.59; Linda Bantz (August), Se-329.00; Mark Harms (August), Ex-500.00; Melinda Clarke, DTR Grant-13875.00; Nemaha County, Se-23583.33; Phyllis Hemmingsen, DTR Grant-2175.00; Quality Remodeling, Housing Grant-8430.00; Southeast Nebraska Development District, Se-8494.09; Time Warner Cable, Se-Ut-314.10; Verizon Wireless, Se-20.28; American Recycling & Sanitation, Se-335.00; Black Hills Energy, Ut-50.36; Board of Public Works, Ut-7828.99; Five Nines Technology Group, Se-40.00; John Clark, Se-1991.78; Linda Bantz (September), Se-329.00; Mark Harms (September), Ex-500.00; Nemaha County (September), Se-23,583.33; The Standard, Ins-262.63; Time Warner Cable, Se-Ut-118.77; Wex Bank, Su-1882.03; Windstream, Ut-Se-70.44. The following claims (not previously approved by motion or resolution) were presented: Amazon, Bk-595.63; American Lawncare Inc., Se-989.00; Angelo Ligouri, Fe-2429.55; Auburn Memorial Library Petty Cash, Su-68.74; Auburn Newspapers, Se-355.04; Auburn Plumbing, Htg. & AC Inc., Se-93.58; Auburn Senior Center Inc., Trans-500.00; Baker & Taylor, Bk-313.39; Beard's Salvage Inc., Su-58.33; Blue Valley Door Co., Inc., Se-6459.00; Board of Public Works, Maint-545.76; Bowman Equipment & Repair, Se-80.00; Bulldog Auto Parts, Su-106.95; Concrete Industries Inc., Su-5431.00; Demco, Su-79.20; Diamond Vogel, Su-374.43; Eakes Office Plus, Su-839.86; Eggers Brothers Inc., Su-266.06; Ellison, Su-Equip-275.00; First National Bank Omaha, Parts-Ex-854.30; Five Nines Technology Group, Se-100.00; Gale, Ex-75.62; Gilbert Services, Se-17.00; JEO Consulting Group Inc., Se-2417.50; John Clark, Se-3059.91; League of NE Municipalities, Mem-4182.00; Martin Marietta Materials, Su-1283.99; Nebraska Department of Roads, Su-504.00; Nemaha County Clerk, Se-34.00; OCLC Inc., Sub-52.47; Card Services (Orscheln), Su-643.80; Petty Cash, Se-Su-Reim-155.32; Pioneer, Su-975.00; Postmaster, Su-138.00; Sack Lumber Co., Su-85.63; Schendel Pest Control, Se-500.00; Sherry Heskett, Reim-81.04; Stutheit Implement Co., Su-55.99; Arbor Day Foundation, Mem-15.00; Tri-State Office Products, Equip-474.61; Vaughn Severs, Ex-350.00; Wt. Cox Subscriptions, Bk-37.39; Xerox Corporation, Se-Su-484.19.

Abbreviations for this legal: AV-Audio Visual; Bk-Book; Contrib-Contribution; Equip-Equipment; Ex-Expense; Fe-Fee; Ins-Insurance; Inspect-Inspection; Int-Interest; Inv-Economic Development Investment; Lic-Licenses; Maint-Maintenance; Mem-Membership; Pen-Pension; Per-Periodical; Re-Repairs; Ref-Reference Materials; Reg-Registration; Reim-Reimbursement; Se-Service; Su-Supplies, Material & Parts; Sub-Subscription; UA-Uniform Allowance; Ut-Utilities; Wh-Withholding.

Council approved the claims which have not been previously approved by motion or resolution and ratified the ordinary and necessary expenses allowed and in accordance with Resolution No. 7-11 that was approved February 28, 2011 with the exception of the publication cost associated with the Dave Ramsey Course in the amount of \$73.70.

September 9, 2013

Page 2

Approval was given for attendance at the 2013 League of Nebraska Municipalities Annual Conference to be held October 9-11.

The City Council confirmed the appointment of Michael Gabelmann and Derek Hemmingsen to the Auburn Volunteer Fire Department. Appointments/reappointments to the City Recreation Committee will be made at a later meeting.

Action was tabled on the agenda item seeking approval for a quilt decorative board to be attached to the City Hall building. A representative of the group will be asked to attend the next meeting to explain the project and present the design.

The funding agreement with the Auburn Chamber of Commerce was approved by the passage and adoption of Resolution No. 20-13.

The request by Auburn Discount Liquor for a Special Designated Liquor License for a Beer Garden/Fund Raiser/Tasting at 2404 J Street on September 28, 2013 was approved.

Public hearing was held on the proposed budget for Fiscal Year 2013-2014. There was no opposition to the proposed budget. After allowing time for all comments to be presented, the public hearing was closed. The 2013-2014 Budget was approved as proposed including cash balances, cash reserves, revenues and expenditures of the general fund, interlocal agreement for law enforcement, fire department, fire department sinking fund, park/recreation department, senior center, library, swimming pool, street department, street improvement assessment/debt payment fund, keno accounts, grant projects, economic development reuse funds, housing development reuse funds, downtown revitalization reuse funds and the Board of Public Works Proprietary Function Budget and further authorized publication of any changes to the Notice of Budget Hearing and Budget Summary previously published. Approval was given to increase the base of restricted funds by 2.5% and any additional amount for allowable growth. Approval was given to exceed the budget limit on restricted funds by an additional one percent. The total unused restricted funds authority was set in accordance with the approved allowable increases.

Ordinance No. 7-13, Fixing Compensation of the officers and employees of the City was approved.

Ordinance No. 8-13, Annual Appropriation Bill was approved.

Public hearing was held to set the City of Auburn final tax request. There was no opposition given. The final property tax request for fiscal year 2013-2014 was set by the passage and adoption of Resolution No. 21-13.

The Auburn Library's Employee Dress Code Policy was approved as requested.

CDBG 10-DTR-105 (Downtown Revitalization Phase II Commercial Rehabilitation) Drawdown No. 12 and the related claims were approved.

CDBG 12-HO-6044 (Owner Occupied Housing Rehab Project) Drawdown No. 6 and the related claims were approved.

Reports were given by the following department heads: library, fire department, street department, and City Treasurer.

The following committees provided reports: Street, KAB, Economic Development, Building, Legislative, Parks/Pool, Health Insurance, and Christmas Light Committee. A written financial report was provided by the Auburn Community Redevelopment Authority. Nemaha County Sheriff Brent Lotman provided a written report of law enforcement activity within the City of Auburn for August 2013.

September 9, 2013
Page 3

There being no further business to come before the Mayor and Council, the City Council adjourned.

Sherry Heskett
City Clerk

J. Scott Kudrna
Mayor

A complete copy of the minutes is available for inspection at City Hall.

CALENDAR 9/2013, FISCAL 12/2012

ACCOUNT TITLE	LAST REPORT			BALANCE
	ON HAND	RECEIVED	DISBURSED	
GENERAL CHECKING	545,330.00	284,343.30	130,502.45	699,170.85
STREET CHECKING	59,162.35	33,291.89	24,003.65	68,450.59
STREET BOND/WARRANT CHECKING	3,829.52			3,829.52
TOTAL CHECKING:	608,321.87	317,635.19	154,506.10	771,450.96
TOTAL NSF A/R	.00	.00	.00	.00
TOTAL FIRE DEPT SINKING	53,980.83	26.01	.00	54,006.84
TOTAL KENO OPER CHECKING:	.00	.00	.00	.00
TOTAL KENO RESERVE MMA:	12,699.65	339.77	.00	13,039.42
TOTOL KENO CHECKING	60,252.79	837.17	.00	61,089.96
TOTAL CDBG CHECKING	7,962.75	69,148.83	69,145.91	7,965.67
TOTAL CDBG ED MMA:	18,314.10	169.71	.00	18,483.81
TOTAL CDBG DTR REUSE	11,629.34	1,029.33	.00	12,658.67
TOTAL CDBG HD SAVINGS:	13,564.11	652.04	.00	14,216.15
TOTAL CRA CHECKING	535,383.89	36,081.67	67.00	571,398.56
TOTAL CITY REC CHECKING	55,365.27	.00	.00	55,365.27
GENERAL CD #23810	75,000.00			75,000.00
GENERAL CD #24089	75,000.00			75,000.00
SPEC PROJECT CD #23925	75,452.47			75,452.47
GENERAL CD #23924	50,000.00			50,000.00
GENERAL CD #23926	50,000.00			50,000.00
GENERAL CD #23927	50,000.00			50,000.00
GENERAL CD #23928	50,000.00			50,000.00
TOTAL C.D.'S:	425,452.47	.00	.00	425,452.47
TOTAL CASH ON HAND:	1,802,927.07	425,919.72	223,719.01	2,005,127.78

AGENDA ITEM
NO 6

REPORT NOTATION: Please remember that the "Reference" field of this report is not large enough to print a description of each invoice being paid to the Vendor. Examples include but are not limited to: Board of Public Works. For a full description, please contact me.

Sherry Heskett

VENDOR NAME REFERENCE

AGENDA ITEM
 NO 7

 ACCOUNTS PAYABLE CLAIMS

GENERAL FUND

ADMIN

AFLAC	GEN AFLAC WH	73.80
BRAD YOST CONSTRUCTION	HO6044 PROJ 7 PARTIAL#1 DD#6	21,252.00
FIVE NINES TECHNOLOGY GROUP	OFFSITE BACK UP AGREEMENT	73.70
QUALITY REMODELING	HO6044 PROJ#9 PARTIAL 1 DD#6	26,890.00
REGION V-SENDS	AUG CLEANING REC COMPLEX	135.00
SOUTHEAST NE DEVELOPMENT DIST.	HO6044 HSG MGT BILL#6 DD#6	3,653.91
TIME WARNER CABLE	ACCT# 8347 10 022 0053329	248.60

=====
 52,327.01

ADMIN

FIRE DEPARTMENT

BLACK HILLS ENERGY	ACCT # 1240 4130 01	31.77
		=====
	FIRE DEPARTMENT	31.77

PARK DEPARTMENT

REGION V-SENDS	AUG CLEANING REC COMPLEX	390.00
		=====
	PARK DEPARTMENT	390.00

SR. CENTER DEPARTMENT

REGION V-SENDS	AUG CLEANING REC COMPLEX	190.00
		=====
	SR. CENTER DEPARTMENT	190.00

POOL DEPARTMENT

TIME WARNER CABLE	ACCT# 8347 10 022 0053329	41.34
		=====
	POOL DEPARTMENT	41.34

=====
 52,980.12

GENERAL FUND

STREET FUND

ADMIN

TIME WARNER CABLE	ACCT# 8347 10 022 0053329	41.34
		=====
	ADMIN	41.34

VENDOR NAME	REFERENCE	VENDOR TOTAL
		=====
	STREET FUND	41.34
	COMM REDEVELOP AUTHORITY	
	ADMIN	
AUBURN NEWSPAPERS	NOTICE OF BUDGET HEARING	67.00
		=====
	ADMIN	67.00
		=====
	COMM REDEVELOP AUTHORITY	67.00
		=====
**** PAID	TOTAL ****	53,088.46
		=====
*****	REPORT TOTAL *****	53,088.46
		=====

City of Auburn
 ACCOUNTS PAYABLE ACTIVITY
 CLAIMS REPORT

VENDOR NAME	REFERENCE	

ACCOUNTS PAYABLE CLAIMS		

GENERAL FUND		
ADMIN		
AMERICAN RECYCLING SANITATION	TRASH	335.00
AUBURN NEWSPAPERS	9/12 NOTICE OF HRG TAX REQUEST	366.04
BOARD OF PUBLIC WORKS	WOODFORD YARD HYDRANT	469.60
EAKES OFFICE PLUS	TONER	171.12
FIVE NINES TECHNOLOGY GROUP	SYSTEM ENGINEER 27.25 HOURS	3,023.70
GLENN'S CORNER MARKET	TOILET PAPER	465.00
GRIMMS GARDENS	TREE	89.99
IIMC	MEMBERSHIP	145.00
KEEP NEBRASKA BEAUTIFUL	1 YR RENEWAL	50.00
LYNCH'S HARDWARE & GIFTS	MOP/MOP HEAD	25.98
MR. LANDSCAPE NURSERY & GARDEN	TREES	1,020.80
NEBRASKA UC FUND	UNEMPLOYMENT REIMBURSABLE CHG	468.00
NEMAHA COUNTY CLERK	COURT COSTS	34.00
SUNMART #728	SUPPLIES	34.50
TRI-STATE OFFICE PRODUCTS	ENVELOPES	53.95
XEROX CORPORATION	BASE CHARGE	302.22
		=====
	ADMIN	7,054.90
POLICE DEPARTMENT		
NEMAHA COUNTY	LAW ENFORCEMENT	23,583.33
		=====
	POLICE DEPARTMENT	23,583.33
FIRE DEPARTMENT		
BOARD OF PUBLIC WORKS	WOODFORD YARD HYDRANT	192.32
LYNCH'S HARDWARE & GIFTS	MOP/MOP HEAD	23.87
NE STATE VOL. FIREFIGHTERS	MEMBERSHIPS	800.00
TIME WARNER CABLE	ACCT# 8347 10 022 0053345	88.89
		=====
	FIRE DEPARTMENT	1,105.08
PARK DEPARTMENT		
AMERICAN LAWCARE INC.	BROADLEAF CONTROL, FERTILIZER	1,280.00
BOARD OF PUBLIC WORKS	WOODFORD YARD HYDRANT	1,156.44
BOHL PLUMBING & HEATING INC.	2" PVC PIPE	10.08
BULLDOG AUTO PARTS	BRK-ELEC MOTOR CLEANER	8.37
DETTMER FARM SERVICE INC.	100 LBS COPPER SULPHATE	285.00
FIRST NATIONAL BANK OMAHA	SOCCER FLAGS	33.39
	REPLACEMENT # 115701	
GILBERT SERVICES	TIRE REPAIR	19.45
GLENN'S CORNER MARKET	TOILET PAPER	12.55
LYNCH'S HARDWARE & GIFTS	MOP/MOP HEAD	5.99
CARD SERVICES	FLUORESCENT BULB	56.93

AGENDA ITEM
 NO 7

ACCOUNTS PAYABLE ACTIVITY
 CLAIMS REPORT

VENDOR NAME	REFERENCE	VENDOR TOTAL
PROFESSIONAL COMPONENTS LTD	SOCCER NETS REPLACEMENTS	831.49
SACK LUMBER COMPANY	50LB ATHLETIC FIELD MARKER	335.52
TIME WARNER CABLE	ACCT# 8347 10 022 0023504	29.95
		=====
PARK DEPARTMENT		4,065.16
SR. CENTER DEPARTMENT		
AUBURN PLUMBING,HTG & AC INC.	SINK/FREEZER	321.81
BOARD OF PUBLIC WORKS	WOODFORD YARD HYDRANT	612.61
DARNELL GLASS CO.	WINDOWS	6,950.00
ECOLAB	APEX RINSE ADD	688.87
TRAVELERS RMD	WORKERS COMP INSURANCE	1,585.00
		=====
SR. CENTER DEPARTMENT		10,158.29
LIBRARY DEPARTMENT		
AMAZON	OLYMPUS HAS FALLEN	389.48
AMERICAN RECYCLING SANITATION	OCT/NOV 2013	38.50
AUBURN MEM. LIBRARY PETTY CASH	9/19 ILL/STAMPS	89.22
AUBURN NEWSPAPERS	9/12 NOTICE OF HRG TAX REQUEST	68.50
BAKER & TAYLOR	BOOKS	406.47
BOARD OF PUBLIC WORKS	WOODFORD YARD HYDRANT	452.22
CENTER POINT LARGE PRINT	THE CHERRY COLA BOOK	24.47
DEMCO	SUPPLIES	179.79
EAKES OFFICE PLUS	TONER	99.99
FIVE NINES TECHNOLOGY GROUP	SYSTEM ENGINEER 27.25 HOURS	40.00
GENERAL FIRE AND SAFETY EQUIPM	SEMI-ANNUAL INSP/FUEL SURCHARG	166.80
LINDA BANTZ	OCTOBER CLEANING	329.00
OCLC INC	ILL SUBSCRIPTION MONTHLY	49.81
CARD SERVICES	FLUORESCENT BULB	53.94
STEVE RADEMACHER	SPRAY OUTSIDE CYNOFF	175.00
RICOH USA, INC	COLOR	107.19
		=====
LIBRARY DEPARTMENT		2,670.38
POOL DEPARTMENT		
BLACK HILLS ENERGY	ACCT# 2565 5416 77	18.61
BOARD OF PUBLIC WORKS	WOODFORD YARD HYDRANT	188.82
GLENN'S CORNER MARKET	TOILET PAPER	2.23
MID CON SYSTEMS INC.	UNIBOL,UNITAB PLUS,ENVIRO SAFE	463.32
TIME WARNER CABLE	ACCT# 8347 10 022 0053337	41.44
		=====
POOL DEPARTMENT		714.42
		=====
GENERAL FUND		49,351.56
STREET FUND		
ADMIN		

City of Auburn
 ACCOUNTS PAYABLE ACTIVITY
 CLAIMS REPORT

VENDOR NAME	REFERENCE	VENDOR TOTAL
AUBURN PLUMBING,HTG & AC INC.	SINK/FREEZER	6.36
BEARD'S SALVAGE INC.	REBAR	52.27
BLACK HILLS ENERGY	ACCT# 6074 7283 43	24.83
BOARD OF PUBLIC WORKS	WOODFORD YARD HYDRANT	336.90
BOWMAN EQUIPMENT & REPAIR	LOADER A/C LABOR	177.90
BULLDOG AUTO PARTS	BRK-ELEC MOTOR CLEANER	75.27
COMPASS PUMPING & CONVEY	HOURLY RATE (3)	575.00
CONCRETE INDUSTRIES INC	CONCRETE	2,480.50
EGGERS BROTHERS INC	HOSE,NIPPLE,BALL BEARING	201.01
FILTER CARE	CLEANED # 210	5.25
JEO CONSULTING GROUP INC.	RESIDENT PROJECT REP	3,707.50
MARK HARMS	USE OF PROPERTY	500.00
MENARDS	BANDED EARPADS	46.70
MICHAEL TODD & CO. INC.	12FT GREEN U-CHANNEL POST	161.10
CARD SERVICES	FLUORESCENT BULB	112.68
PIETERS CONSTRUCTION	POUR,FINISH SAW CUT STREET	865.00
RUEYER'S	FRONT TURN	90.96
SACK LUMBER COMPANY	50LB ATHLETIC FIELD MARKER	35.99
SHOPKO STORES OPERATING	CRDLS ANSWERING	34.99
STUTHEIT IMPLEMENT CO.	RIM/RING/SPROCKET WASHER/CHNSW	11.41
TIME WARNER CABLE	ACCT# 8347 10 022 0053352	41.36
VERIZON WIRELESS	ACCT# 383064839	45.34
		=====
	ADMIN	9,588.32
		=====
	STREET FUND	9,588.32
		=====
**** PAID TOTAL ****		58,939.88
		=====
***** REPORT TOTAL *****		58,939.88
		=====



City of Auburn
Renewal for 2013/2014
Casey Agency, Inc.

	2012/2013	2013/2014
Auto	\$9,517	\$8,188
Property	\$9,483	\$10,163
E&O	\$3,565	\$3,645
Umbrella	\$5,818	\$6,134
Liability	\$2,736	\$3,274
Inland Marine	\$3,087	\$2,985
Crime	\$145	\$145
Work Comp	\$22,609	\$16,719
Terrorism	<u>\$598</u>	<u>\$631</u>
Total	\$57,558	\$51,884

APPLICATION FOR MEMBERSHIP
Auburn Volunteer Fire Department

AGENDA ITEM
NO 9

This application is to be completed by the Applicant and presented to the Auburn Volunteer Fire Department for their approval.

Name Brandon Peter Occupation Prison Officer
Address 247 Gst Auburn, NE Business Address 2725 Nebraska St, Tecumseh, NE
Home Phone 402-274-4158 Cell Phone 402-274-7487 Work Phone 402-335-5990
Birth Date _____ Married _____ Single No. Dependents _____
Drivers License # _____ Formal Education High School
E-Mail address Brandon_Peter@hotmail.com
Fire Fighter or EMT certifications None
Physical Ailments or Disabilities None
Have you ever been convicted of a felony? YES NO
Are you willing to take a Physical Examination if required? YES NO
Do you realize that the Fire Department is not a social club; and that as a member you will be required to give freely of your time to attend fires, meetings, drills, and to work on any committee that you may be appointed to? YES NO
Employer Techumseh State Correctional Institution
How long have you been with your present employer? 5 months How long with previous employer? none
Present working hours 2pm - 10pm

We, the undersigned find the character of the applicant satisfactory for application as a member in the Auburn Volunteer Fire Department.

[Signature] _____ Darren Busler Date 05/09/2013
Signature _____ Print Name _____
[Signature] _____ Jay Fischer Date 5-16-13
Signature _____ Print Name _____
[Signature] _____ Randy Bennett Date 5-16-13
Signature _____ Print Name _____

I, the undersigned have made application for membership in the Auburn Volunteer Fire Department, and agree to attend at least Five (5) of the Six (6) meetings and trainings after being appointed to the Department by the membership. If I do not attend the meetings and trainings as required during the first Six (6) months, my membership is hereby void. By signing this document, I understand and agree that the Auburn Volunteer Fire Department can and will obtain background information that may include one or more of the following: (i) verification of certifications; (ii) DMV checks (including driving record history); (iii) criminal background information. I understand that Auburn Volunteer Fire Department will request information from sources in accordance with applicable law and will utilize such information only for purposes of determining my suitability and eligibility for membership. I understand and consent to Auburn Volunteer Fire Department obtaining and using such information for these purposes. I attest that my answers herein are complete to the best of my knowledge. I understand that any false or misleading information provided may result in my disqualification as an applicant or, if accepted for membership, dismissal from the Auburn Volunteer Fire Department.

Applicant's Signature [Signature] Date 05/14/2013

THE
*American
Dream*
REAL ESTATE COMPANY

820 Central Ave., Auburn, NE 68305 Office 402-274-4410

Fax 402-274-3380

September 27, 2013

To the City Council,

I, Carla J. Mason, request to be put placed on the agenda for the City Council Meeting on October 14, 2013 concerning the Board of Public Works.

Sincerely,



Carla J. Mason
The American Dream Real Estate Company

I would like to be included on
the agenda concerning the trash service
thru the BPLW. RE Residential/Commercial

Layla J Falk

NOTICE OF APPLICATION
FOR LIQUOR LICENSE

Notice is hereby given that Bowldog Alley LLC by Bowldog Alley, 1818 Central Avenue, Auburn, Nebraska, has filed with the Nebraska Liquor Control Commission for a Class IB – Alcoholic Liquor on Sale/Beer Off Sale (Inside Corporate Limits) License at 1818 Central Avenue, Auburn, Nebraska; and that said application has been duly forwarded by said Commission to the Municipal Clerk of the City of Auburn, Nebraska, for such action as the Governing Body of said City deems advisable and appropriate.

Hearing on said application will be held before the City Council of the City of Auburn, Nebraska, at the City Hall, 1101 J Street, of said City on the 14th day of October, 2013, at 7:10 o'clock P.M., or as soon thereafter as possible. All persons desiring to give evidence before the local Governing Body in support of or in protest against the issuance of such license may do so at the time of the hearing.

Sherry Heskett
City Clerk
Auburn, Nebraska

RECOMMENDATION OF THE NEBRASKA LIQUOR CONTROL COMMISSION

October 17, 2013 MP

Date Mailed from Commission Office: September 20, 2013

I, _____ Clerk of _____
(City, Village or County)

Nebraska, hereby report to the Nebraska Liquor Control Commission in accordance with Revised Statutes of Nebraska, Chapter 53, Section 134 (7) the recommendation of said city, village or county, as the case may be relative to the application for a license under the provisions of the Nebraska Liquor Control Act as applied for by:

Bowldog Alley LLC by Bowldog Alley
1818 Central Avenue, Auburn NE 68305 (Nemaha County)
NEW APPLICATION for Class IB 105102
45 days November 4, 2013

1. Notice of local hearing was published in a legal newspaper in or of general circulation in city, village or county, one time not less than 7 nor more than 14 days before time of hearing.

Check one: Yes _____ No _____

The Statutes require that such hearing shall be held not more than 45 days after the date of receipt of this notice from the Commission.

2. Local hearing was held not more than 45 days after receipt of notice from the Nebraska Liquor Control Commission.

Check one: Yes _____ No _____

3. Date of hearing of Governing Body: _____

4. Type or write the Motion as voted upon by the Governing Body. If additional Motions are made by the Governing Body, then use an additional page and follow same format.

5. Motion was made by: _____ Seconded by: _____

6. Roll Call Vote: _____

7. Check one: The motion passed: _____ The motion failed: _____

8. If the motion is for recommendation of denial of the applicant, then list the reasons of the governing body upon which the motion was made.

(Attached additional page(s) if necessary)

SIGN HERE _____ DATE _____
(Clerks Signature)

**APPLICATION FOR LIQUOR LICENSE
RETAIL**

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MALL SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.lcc.ne.gov/

RECEIVED
SEP 8 2018
NEBRASKA LIQUOR
CONTROL COMMISSION

**CLASS OF LICENSE FOR WHICH APPLICATION IS MADE AND FEES
CHECK DESIRED CLASS**

RETAIL LICENSE(S)

Application Fee \$400

Note:
Licensee applying
for is
Class 1B

- A BEER, ON SALE ONLY
- B BEER, OFF SALE ONLY
- C BEER, WINE, DISTILLED SPIRITS, ON AND OFF SALE
- D BEER, WINE, DISTILLED SPIRITS, OFF SALE ONLY
- I BEER, WINE, DISTILLED SPIRITS, ON SALE ONLY
- AB BEER, ON AND OFF SALE
- AD BEER ON SALE ONLY, BEER, WINE, DISTILLED SF
- IB BEER, WINE, DISTILLED SPIRITS ON SALE, BEER OFF SALE ONLY
- ID BEER, WINE, DISTILLED SPIRITS ON AND OFF SALE

Class K Catering license (requires catering application form 106) \$100.00

Additional fees will be assessed at city/village or county level when license is issued

Class C license term runs from November 1 – October 31
All other licenses run from May 1 – April 30
Catering license (K) expires same as underlying retail license

CHECK TYPE OF LICENSE FOR WHICH YOU ARE APPLYING

- Individual License (requires insert form 1)
- Partnership License (requires insert form 2)
- Corporate License (requires insert form 3a & 3c)
- Limited Liability Company (LLC) (requires form 3b & 3c)

NAME OF ATTORNEY OR FIRM ASSISTING WITH APPLICATION (if applicable)
Commission will call this person with any questions we may have on this application

Name _____ Phone number: _____

Firm Name _____

RECEIVED

SEP 6 2013

NEBRASKA LIQUOR
CONTROL COMMISSION

PREMISE INFORMATION

Trade Name (doing business as) Bowldog Alley

Street Address #1 1818 Central Ave

Street Address #2 P.O. Box 492

City Auburn County Nemaha Zip Code 68305

Premise Telephone number (402) 274-1310 E-mail Bowldogalley@yahoo.com

Is this location inside the city/village corporate limits: YES NO

Mailing address (where you want to receive mail from the Commission)

Name Bowldog Alley

Street Address #1 1818 Central Ave

Street Address #2 P.O. Box 492

City Auburn State NE Zip Code 68305

DESCRIPTION AND DIAGRAM OF THE STRUCTURE TO BE LICENSED

READ CAREFULLY

In the space provided or on an attachment draw the area to be licensed. This should include storage areas, basement, outdoor area, sales areas and areas where consumption or sales of alcohol will take place. If only a portion of the building is to be covered by the license, you must still include dimensions (length x width) of the licensed area as well as the dimensions of the entire building. No blue prints please. Be sure to indicate the direction north and number of floors of the building.

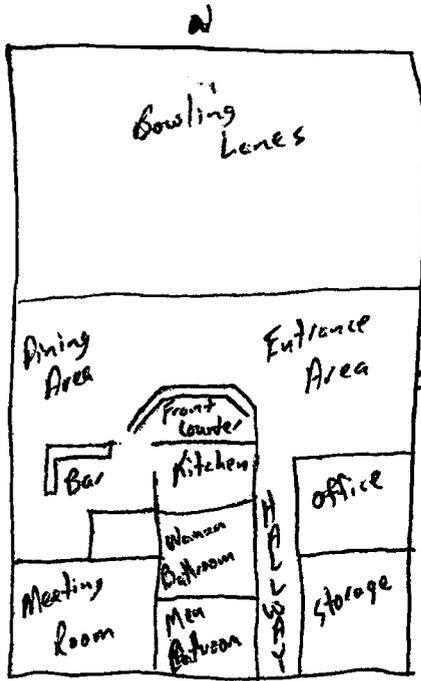
**For on-premise consumption liquor licenses minimum standards must be met by providing at least two restrooms

Length 160 feet

Width 60 feet

Is there a basement? Yes No

PROVIDE DIAGRAM OF AREA TO BE LICENSED BELOW OR ATTACH SEPARATE SHEET



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SEP 27 2013
NEBRASKA LIQUOR
CONTROL COMMISSION

Per Nathan Phone 9/20/13
One story bldg 160' x 60'
No basement
Nothing outdoor

NEMAHA COUNTY ASSESSOR'S OFFICE

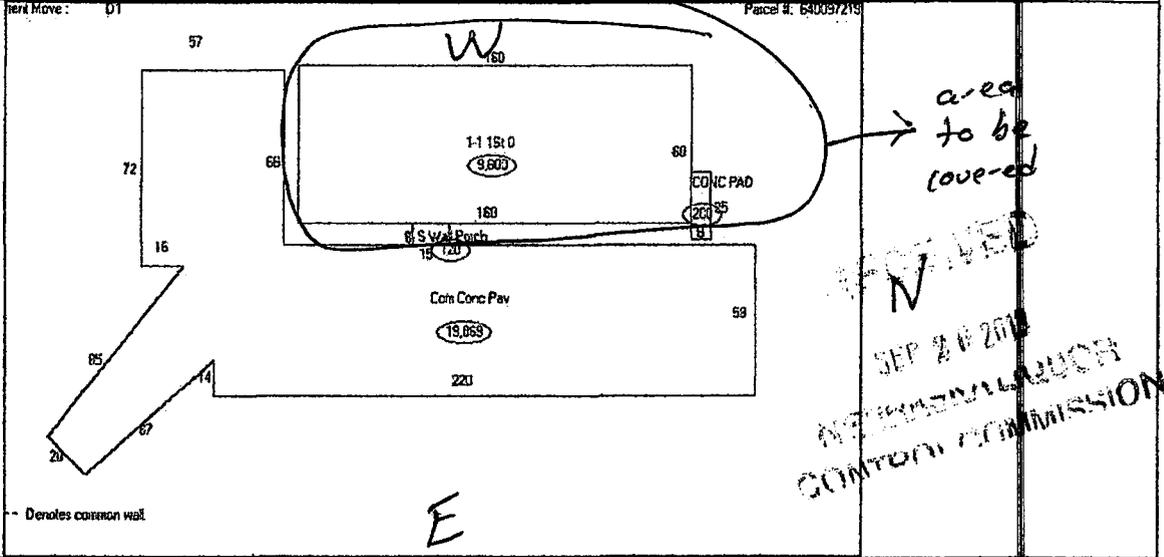
+640097219 Commercial Property Record Card

TerraScan Inc.

Data Provided By: JANA SMITH County Assessor. Printed on 06/28/2013 at 01:10:22P

Parcel Information		Ownership Information	
Parcel Number	640097219	Current Owner	AUBURN BOWLING CENTER LLC
Map Number	3957-00-0-10225-002-0002	Address	2620 Q ST
Situs	1818 CENTRAL AVE	City St. Zip	AUBURN NE 68305-0000
Legal	GRANDVIEW ADD W1/2 BLKS 2 & 7 & VAC	Cadastral #	003-006-0202
	ADJ STS EX HWY		

Property Data			
Neighborhood	1225	Topography	ROLLING
Lot Width	150	Street	CONCRETE
Lot Depth	710	Utilities	ALL
Units Buildable		Amenities 1	
Value Method	SF	Amenities 2	
		Number of Units	106500
		Unit Value	0.26
		Adjustment	
		Lot Value	27,650



Building Data															
Bldg.	Sec.	Code	Description	Year	Cls.	Qual.	Cond.	Area	Perm.	Stor.	Hght.	Sec. RCN	Phys.	Func.	RCNLD
1	1	306	BOWLING ALLEY	2005	S	100	40	9,600	440	1	12	403,200	37%		255,630
1			SOLID WALL PORCH	2005				120				5,760	37%		3,630
1			CONCRETE PAVING	2005				200				700	36%		450
1			COMMERCIAL CONC PA	2005				19,069				93,055	36%		59,555

Cost Approach From Marshall & Swift		Potential Gross Income		
Total Building Area	9,600		Contract	Market
Total Building RCN	403,200	Vacancy & Collection Loss		
Total Refinements	99,515	Effective Income		
Total Replacement Cost New	502,715	Total Expenses		
Total Phys. & Func. Depreciation	(183,450)	Net Operating Income		
RCN Less Phys. & Func.	319,265	Capitalization Rate		
Economic Depreciation		Income Approach		
Accrued Economic depreciation		Final Value Reconciliation		346,915
Total RCN Less Depreciation	319,265			
Additional Lump Sums				
Land Value	27,650			
Total Cost Value	346,915			
Value Per Res Unit				
Value Per Sq. Ft.	36.14			

*DATA USED FOR COST CALCULATIONS SUPPLIED BY MARSHALL & SWIFT which hereby reserves all right herein.

APPLICANT INFORMATION

1. READ CAREFULLY. ANSWER COMPLETELY AND ACCURATELY.

Has anyone who is a party to this application, or their spouse, **EVER** been convicted of or plead guilty to any charge. Charge means any charge alleging a felony, misdemeanor, violation of a federal or state law; a violation of a local law, ordinance or resolution. List the nature of the charge, where the charge occurred and the year and month of the conviction or plea. Also list any charges pending at the time of this application. If more than one party, please list charges by each individual's name.

YES NO

If yes, please explain below or attach a separate page.

Name of Applicant	Date of Conviction (mm/yyyy)	Where Convicted (city & state)	Description of Charge	Disposition

2. Are you buying the business of a current retail liquor license?

YES NO

If yes, give name of business and liquor license number _____

- a) Submit a copy of the sales agreement
- b) Include a list of alcohol being purchased, list the name brand, container size and how many
- c) Submit a list of the furniture, fixtures and equipment

3. Was this premise licensed as liquor licensed business within the last two (2) years?

YES NO

If yes, give name and license number Auburn Bowling Center 67794

4. Are you filing a temporary operating permit to operate during the application process?

YES NO

If yes:

- a) Attach temporary operating permit (T.O.P.) (form 125)
- b) T.O.P. will only be accepted at a location that currently holds a valid liquor license.

5. Are you borrowing any money from any source, include family or friends, to establish and/or operate the business?

YES NO

If yes, list the lender(s) Auburn State Bank

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NEBRASKA LIQUOR
CONTROL COMMISSION

6. Will any person or entity, other than applicant, be entitled to a share of the profits of this business?

YES NO

If yes, explain. (All involved persons must be disclosed on application)

No silent partners

7. Will any of the furniture, fixtures and equipment to be used in this business be owned by others?

YES NO

If yes, list such item(s) and the owner.

8. Is premise to be licensed within 150 feet of a church, school, hospital, home for the aged or indigent persons or for veterans, their wives, and children, or within 300 feet of a college or university campus?

YES NO

If yes, provide name and address of such institution and where it is located in relation to the premises (Neb. Rev. Stat. 53-177)(1)

9. Is anyone listed on this application a law enforcement officer?

YES NO

If yes, list the person, the law enforcement agency involved and the person's exact duties

10. List the primary bank and/or financial institution (branch if applicable) to be utilized by the business

a) List the individual(s) who will be authorized to write checks and/or withdrawals on accounts at this institution.

Auburn State Bank Nathan R Seitz Jeni J Seitz

11. List all past and present liquor licenses held in Nebraska or any other state by any person named in this application. Include license holder name, location of license and license number. Also list reason for termination of any license(s) previously held.

None

12. List the alcohol related training and/or experience (when and where) of the person(s) making application. Those persons required are listed as followed:

- a) Individual, applicant only (no spouse)
- b) Partnership, all partners (no spouses)
- c) Corporation, manager only (no spouse) as listed on form 3c
- d) Limited Liability Company, manager only (no spouse) as listed on form 3c

Needs training

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SEP 2 2013

Applicant Name	Date Trained (mm/yyyy)	Name of program where trained (name, city)
		NEBRASKA ALCOHOL CONTROL COMMISSION

13. If the property for which this license is sought is owned, submit a copy of the deed, or proof of ownership. If leased, submit a copy of the lease covering the entire license year. Documents must show title or lease held in name of applicant as owner or lessee in the individual(s) or corporate name for which the application is being filed.

- Lease: expiration date August 31, 2016
- Deed
- Purchase Agreement

- 14. When do you intend to open for business? September 9, 2013
- 15. What will be the main nature of business? Bowling, Restaurant, Bar
- 16. What are the anticipated hours of operation? Monday - Saturday 11 a.m. - 1 a.m. Sunday - 3:30 p.m. - 10 p.m.

17. List the principal residence(s) for the past 10 years for all persons required to sign, including spouses.

RESIDENCES FOR THE PAST 10 YEARS, APPLICANT AND SPOUSE MUST COMPLETE					
APPLICANT: CITY & STATE	YEAR		SPOUSE: CITY & STATE	YEAR	
	FROM	TO		FROM	TO
Burdard NE	88	09	Auburn NE	87	10
Tecumseh NE	09	present	Tecumseh NE	10	present

If necessary attach a separate sheet.

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The undersigned applicant(s) hereby consent(s) to an investigation of his/her background and release present and future records of every kind and description including police records, tax records (State and Federal), and bank or lending institution records, and said applicant(s) and spouse(s) waive(s) any right or causes of action that said applicant(s) or spouse(s) may have against the Nebraska Liquor Control Commission, the Nebraska State Patrol, and any other individual disclosing or releasing said information. Any documents or records for the proposed business or for any partner or stockholder that are needed in furtherance of the application investigation of any other investigation shall be supplied immediately upon demand to the Nebraska Liquor Control Commission or the Nebraska State Patrol. The undersigned understand and acknowledge that any license issued, based on the information submitted in this application, is subject to cancellation if the information contained herein is incomplete, inaccurate or fraudulent.

Individual applicants agree to supervise in person the management and operation of the business and that they will operate the business authorized by the license for themselves and not as an agent for any other person or entity. Corporate applicants agree the approved manager will superintend in person the management and operation of the business. Partnership applicants agree one partner shall superintend the management and operation of the business. All applicants agree to operate the licensed business within all applicable laws, rules, regulations, and ordinances and to cooperate fully with any authorized agent of the Nebraska Liquor Control Commission.

Must be signed in the presence of a notary public by applicant(s) and spouse(s). See guideline for required signatures. <http://www.lcc.ne.gov/pdfs/New%20Application%20Guideline.pdf>

[Signature]
Signature of Applicant

[Signature]
Signature of Spouse

Signature of Applicant

Signature of Spouse

ACKNOWLEDGEMENT

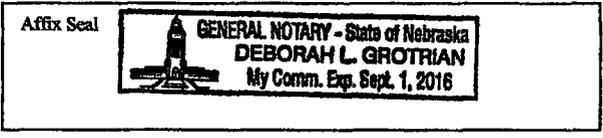
State of Nebraska
County of Nemaha

The foregoing instrument was acknowledged before me this

August 30, 2013
date

by Nathan R. Seitz and Jeni J. Seitz
name of person acknowledged

[Signature]
Notary Public signature



In compliance with the ADA, this application is available in other formats for persons with disabilities. A ten day advance period is required in writing to produce the alternate format.

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**MANAGER APPLICATION
INSERT - FORM 3c**

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MALL SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.lcc.ne.gov

Office Use	SEP 8 2013
NEBRASKA LIQUOR CONTROL COMMISSION	

Corporate manager, including their spouse, are required to adhere to the following requirements

- 1) Must be a citizen of the United States
- 2) Must be a Nebraska resident (Chapter 2 - 006) and must provide proof of voter registration in the State of Nebraska
- 3) Must provide a copy of one of the following: state issued US birth certificate, naturalization paper or US passport
- 4) Must submit fingerprints (unless a non-participating spouse) (2 cards per person) and fees of \$38 per person, made payable to Nebraska State Patrol
- 5) Must be 21 years of age or older
- 6) May be required to take a training course

Corporation/LLC information

Name of Corporation/LLC: Bowldog Alley LLC

Premise information

Premise License Number: _____
(if new application leave blank)

Premise Trade Name/DBA: Bowldog Alley

Premise Street Address: 1818 Central Ave.

City: Auburn State: NE Zip Code: 68305

Premise Phone Number: 402-274-1310

The individual whose name is listed as a corporate officer or managing member as reported on insert form 3a or 3b or listed with the Commission. Click on this link to see authorized individuals.
http://www.lcc.ne.gov/license_search/licsearch.cgi

See Att.

CORPORATE OFFICER/MANAGING MEMBER SIGNATURE
(Faxed signatures are acceptable)

**MANAGER APPLICATION
INSERT - FORM 3c**

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MALL SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.lcc.ne.gov

Office Use
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RECEIVED 2017
NEBRASKA LIQUOR
CONTROL COMMISSION
MANAGER APPLICATION
CONTROL COMMISSION

Corporate manager, including their spouse, are required to adhere to the following requirements

- 1) Must be a citizen of the United States
- 2) Must be a Nebraska resident (Chapter 2 - 006) and must provide proof of voter registration in the State of Nebraska
- 3) Must provide a copy of one of the following: state issued US birth certificate, naturalization paper or US passport
- 4) Must submit fingerprints (unless a non-participating spouse) (2 cards per person) and fees of \$18 per person, made payable to Nebraska State Patrol
- 5) Must be 21 years of age or older
- 6) May be required to take a training course

Corporation/LLC information

Name of Corporation/LLC: Bowldog Alley LLC

Premise information

Premise License Number: _____

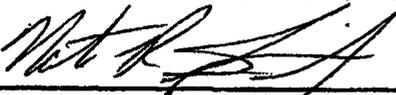
Premise Trade Name/DBA: Bowldog Alley (if new application leave blank)

Premise Street Address: 1818 Central Ave.

City: Auburn State: NE Zip Code: 68305

Premise Phone Number: 402-274-1310

The individual whose name is listed as a corporate officer or managing member as reported on insert form 3a or 3b or listed with the Commission. Click on this link to see authorized individuals.
http://www.lcc.ne.gov/license_search/licsearch.cgi


CORPORATE OFFICER/MANAGING MEMBER SIGNATURE
(Faxed signatures are acceptable)

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Manager's information must be completed below PLEASE PRINT CLEARLY

SEP 8 2011

NEBRASKA LIQUOR CONTROL COMMISSION

Gender: MALE FEMALE *Prints*
Last Name: Seitz First Name: Nathan MI: R

Home Address (include PO Box if applicable): 690 N 4th St.

City: Tecumseh County: Johnson Zip Code: 68450

Home Phone Number: 402-802-6560 Business Phone Number: 402-274-1310

Social Security Number: _____ Drivers License Number & State: _____

Date Of Birth: 01/18/1988 Place Of Birth: Tecumseh, NE

Are you married? If yes, complete spouse's information (Even if a spousal affidavit has been submitted)

YES NO

Spouse's information

Prints

Spouses Last Name: Seitz First Name: Jeni MI: J

Social Security Number _____ Drivers License Number & State _____

Date Of Birth: 01/17/1987 Place Of Birth: Lincoln, NE

APPLICANT & SPOUSE MUST LIST RESIDENCE(S) FOR THE PAST TEN (10) YEARS

APPLICANT			SPOUSE		
CITY & STATE	YEAR FROM	YEAR TO	CITY & STATE	YEAR FROM	YEAR TO
Burchard NE	88	09	Auburn NE	87	10
Tecumseh NE	09	present	Tecumseh NE	10	present

MANAGER'S LAST TWO EMPLOYERS

YEAR FROM TO		NAME OF EMPLOYER	NAME OF SUPERVISOR	TELEPHONE NUMBER
12	13	Anderson Mazda	Ray Soto	402-464-0661
11	12	MBA Poultry	Jessica Duncan	402-335-2501

1. **READ CAREFULLY. ANSWER COMPLETELY AND ACCURATELY. Must be completed by both applicant and spouse, unless spouse has filed an affidavit of non-participation.**

Has anyone who is a party to this application, or their spouse, EVER been convicted of or plead guilty to any charge. Charge means any charge alleging a felony, misdemeanor, violation of a federal or state law; a violation of a local law, ordinance or resolution. List the nature of the charge, where the charge occurred and the year and month of the conviction or plea. Also list any charges pending at the time of this application. If more than one party, please list charges by each individual's name.

YES NO

If yes, please explain below or attach a separate page.

Name of Applicant	Date of Conviction (mm/yyyy)	Where Convicted (city & state)	Description of Charge	Disposition

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SEP 6 2013
NEBRASKA LIQUOR CONTROL COMMISSION

2. Have you or your spouse ever been approved or made application for a liquor license in Nebraska or any other state? YES NO
IF YES, list the name of the premise.

3. Do you, as a manager, qualify under Nebraska Liquor Control Act (§53-131.01) and do you intend to supervise, in person, the management of the business? YES NO

4. Have you enclosed the required fingerprint cards and **PROPER FEES** with this application? (Check or money order made payable to the Nebraska State Patrol for \$38.00 per person)
 YES NO

5. List any alcohol related training and/or experience (when and where).

Needs training

PERSONAL OATH AND CONSENT OF INVESTIGATION

The above individual(s), being first duly sworn upon oath, deposes and states that the undersigned is the applicant and/or spouse of applicant who makes the above and foregoing application that said application has been read and that the contents thereof and all statements contained therein are true. If any false statement is made in any part of this application, the applicant(s) shall be deemed guilty of perjury and subject to penalties provided by law. (Sec §53-131.01) Nebraska Liquor Control Act.

The undersigned applicant hereby consents to an investigation of his/her background including all records of every kind and description including police records, tax records (State and Federal), and bank or lending institution records, and said applicant and spouse waive any rights or causes of action that said applicant or spouse may have against the Nebraska Liquor Control Commission and any other individual disclosing or releasing said information to the Nebraska Liquor Control Commission. If spouse has NO interest directly or indirectly, a spousal affidavit of non participation may be attached.

The undersigned understand and acknowledge that any license issued, based on the information submitted in this application, is subject to cancellation if the information contained herein is incomplete, inaccurate, or fraudulent.

[Handwritten Signature]

Signature of Manager Applicant

[Handwritten Signature]

Signature of Spouse

ACKNOWLEDGEMENT

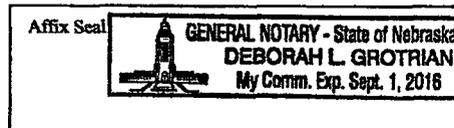
State of Nebraska

County of Nebraska

August 30, 2013
date

The foregoing instrument was acknowledged before me this
by Nathan R. Seitz and Jeni J. Seitz
name of person acknowledged

[Handwritten Signature]
Notary Public signature



In compliance with the ADA, this application is available in other formats for persons with disabilities. A ten day advance period is required in writing to produce the alternate format.

BUSINESS ASSOCIATE AGREEMENT

This **BUSINESS ASSOCIATE AGREEMENT** (this "*Agreement*") is entered into by and between City of Auburn / Board of Public Works whose principal place of business is Auburn, NE ("*Company*"), on behalf of its Plans (as defined below), and First Insurance Group, LLC dba The Harry A. Koch Co., whose principal place of business is Omaha, Nebraska ("*Business Associate*") and with Company, each a "*Party*" and together the "*Parties*". This Agreement supersedes and replaces any prior Business Associate Agreements and related amendments thereto between the Parties.

RECITALS:

WHEREAS, Company maintains certain health care benefit plans, which provide health plan benefits to certain of Company's members, employees and/or retirees, and their eligible dependents, if any (collectively, the "*Plans*");

WHEREAS, Business Associate provides services for Company and the Plans;

WHEREAS, pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 ("*HIPAA*"), the Department of Health and Human Services ("*HHS*") has promulgated regulations at 45 C.F.R. Parts 160-64, implementing the privacy requirements set forth in HIPAA (the "*Privacy Rule*") and the electronic security requirements set forth in HIPAA ("*Security Rule*"), each as amended by the "Health Information Technology for Economic and Clinical Health Act," part of the "American Recovery and Reinvestment Act of 2009" ("*HITECH Act*");

WHEREAS, the Privacy Rule provides, among other things, that before a health plan is permitted to disclose Protected Health Information (as defined below) to a business associate and to allow the business associate to obtain and receive Protected Health Information, the health plan must obtain satisfactory assurances in the form of a written contract that the business associate will appropriately safeguard the Protected Health Information;

WHEREAS, the Security Rule provides, among other requirements, for a health plan to obtain additional assurances from a business associate with respect to Protected Health Information that is transmitted by or maintained in electronic media;

WHEREAS, Business Associate will have access to, create and/or receive certain Protected Health Information in conjunction with the services being provided to the Covered Entity, thus necessitating a written agreement that meets the applicable requirements of the Privacy Rule, and may maintain Protected Health Information in electronic media, thus necessitating a written agreement that meets the applicable requirements of the Security Rule; and

WHEREAS, Business Associate and Company, on behalf of the Plans, have mutually agreed to satisfy the foregoing regulatory requirements through this Agreement.

NOW THEREFORE, Business Associate and Company, on behalf of the Plans, agree as follows:

1. Definitions

Terms used, but not otherwise defined, in this Agreement shall have the same meaning as those terms in the HIPAA Privacy and Security Rules and the final Omnibus Rule issued by the Department of

Health and Human Services on January 17, 2013, effective March 26, 2013. The following terms shall have the following meaning when used in this Agreement:

- a. **Breach** means that term as set forth in 45 C.F.R. § 164.402.
- b. **Business Associate** shall generally have the same meaning as the term "business associate" at 45 C.F.R. § 160.103, and in reference to the party to this Agreement, shall mean First Insurance Group, LLC dba The Harry A. Koch Co.
- c. **Covered Entity** shall generally have the same meaning as the term "covered entity" at 45 C.F.R. § 160.103, and in reference to the party to this Agreement, shall mean City of Auburn / Board of Public Works Group Health Plan.
- d. **Designated Record Set** means that term as set forth in 45 C.F.R. § 164.501.
- e. **Electronic Protected Health Information** means Protected Health Information that is transmitted or maintained in electronic media, including, but not limited to, hard drives, disks, on the internet, or on an intranet.
- f. **HIPAA Rules** means the Privacy, Security, Breach Notification, and Enforcement Rules at 45 C.F.R. part 160 and part 164.
- g. **Individual** means that term as set forth in 45 C.F.R. § 160.103, and includes a person who qualifies as a personal representative in accordance with 45 C.F.R. § 164.502(g).
- h. **Omnibus Rule** means the Health Insurance Portability and Accountability Act rule issued by the Department of Health and Human Services and published in the Federal Register on January 25, 2013 at 78 Fed. Reg. 5566.
- i. **Privacy Rule** means the Standards of Privacy of Individually Identifiable Health Information at 45 C.F.R. part 160 and part 164, subparts A and E.
- j. **Protected Health Information** means that term as set forth in 45 C.F.R. § 160.103, except limited to the information created or received by Business Associate from or on behalf of The Plans.
- k. **Required By Law** means that term as set forth in 45 C.F.R. § 164.103.
- l. **Secretary** means the Secretary of the Department of Health and Human Services or his/her designee.
- m. **Security Rule** means the Security Standards for the Protection of Electronic Protected Health Information at 45 C.F.R. part 160 and part 164, subparts A and C.
- n. **Subcontractor** means a person to whom a business associate delegates a function, activity, or service, other than in the capacity of a member of the workforce of such business associate.
- o. **Unsecured Protected Health Information** means that term as set forth in 45 C.F.R. § 164.402.

Any capitalized term not specifically defined herein shall have the same meaning as set forth in 45 C.F.R. Parts 160 and 164, and the Omnibus Rule issued on January 17, 2013, effective March 26, 2013, where applicable. The terms "use," "disclose" and "discovery," or derivations thereof,

although not capitalized, shall also have the same meanings set forth in HIPAA and its implementing regulations.

2. Obligations and Activities of Business Associate

- a. Business Associate agrees not to use or disclose Protected Health Information other than as permitted or required by this Agreement or as Required By Law.
- b. Business Associate agrees to document and use appropriate administrative, technical and physical safeguards to prevent use or disclosure of the Protected Health Information other than as provided for by this Agreement and in compliance with the Security Rule.
- c. Business Associate agrees to establish procedures for mitigating, and shall follow those procedures and so mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of Protected Health Information by Business Associate in violation of the requirements of this Agreement.
- d. Business Associate agrees to report to the Plans' privacy officer in writing within fifteen (15) business days the names and addresses of any subcontractor(s) that the Business Associate uses in connection with this Agreement.
- e. Business Associate agrees that it will report to the Plans within three (3) business days after discovering, as defined in 45 C.F.R. § 164.410, any Breach of Unsecured Protected Health Information, and that it will provide to the Plans within five (5) days: (i) a list of all Individuals whose Unsecured Protected Health Information has been, or is reasonably believed by the Business Associate to have been, accessed, acquired, used, or disclosed during the Breach, and (ii) any other available information that the Plans is required to include in notifications to such Individuals pursuant to 45 C.F.R. § 164.404(c), and to the Secretary.
- f. In the event of any Breach referred to in the preceding paragraph, Business Associate agrees to cooperate with the Plans to notify, at the Business Associate's expense: (i) Individuals whose Unsecured Protected Health Information has been, or is reasonably believed by Business Associate to have been, accessed, acquired, used, or disclosed; (ii) the media, as required pursuant to 45 C.F.R. § 164.406; and (iii) the Secretary, as required by 45 C.F.R. § 164.408(b), if the legal requirements for media or HHS notification are triggered by the circumstances of such Breach, *provided that* Business Associate shall not initiate any such notifications without the express written approval of the Plans.
- g. In accordance with 45 C.F.R. §§ 164.502(e)(1)(ii) and 164.308(b)(2) Business Associate agrees to ensure that any agent, including a subcontractor, to whom it provides Protected Health Information received from, or created or received by Business Associate on behalf of the Plans, agrees in writing to the same restrictions and conditions that apply through this Agreement to Business Associate with respect to such information. Business Associate shall provide copies of such agreements to the Plans upon request.
- h. Business Associate agrees to provide, within fifteen (15) days of receiving a request from the Plans or from an Individual, in the manner reasonably requested by the Plans, access to Protected Health Information in a Designated Record Set, to the Plans or, as directed by the Plans, to an Individual, in order for the Plans to fulfill their obligations under 45 C.F.R. § 164.524 to provide access and copies of Protected Health Information to an Individual.
- i. Business Associate agrees to make available to the Plans, within fifteen (15) days of receiving a request from the Plans or from an Individual, in the manner reasonably

requested by the Plans, such information as the Plans may require to fulfill in a timely manner the Plans' obligations pursuant to 45 C.F.R. § 164.526 to amend Protected Health Information that Business Associate maintains in a Designated Record Set, and if so notified by the Plans, to incorporate any amendments to which the Plans have agreed.

- j. Business Associate agrees to make its internal practices, books, and records, including policies and procedures relating to the use and disclosure of Protected Health Information received from, or created or received by Business Associate on behalf of, the Plans, available to the Plans, or to the Secretary, for purposes of the Secretary determining the Plans' compliance with the Privacy Rule. If Business Associate directly receives a request from the Secretary, then Business Associate agrees to notify the Plans promptly of such request.
- k. Business Associate agrees to document such disclosures of Protected Health Information and information related to such disclosures as would be required for the Plans to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with 45 C.F.R. § 164.528.
- l. Business Associate agrees to provide to the Plans or an Individual, as soon as practicable and in the manner reasonably requested by the Plans or Individual, information collected in accordance with Section 2(i) of this Agreement, to permit the Plans to respond in a timely manner to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with 45 C.F.R. § 164.528.
- m. Business Associate will comply with all obligations applicable to business associates as set forth in the Omnibus Rule located at 78 Fed. Reg. 5566 (January 25, 2013), as of the date that compliance with each such obligation is required pursuant to the Omnibus Rule.

3. Permitted Uses and Disclosures by Business Associate

- a. Except as otherwise limited in this Agreement, Business Associate may use or disclose Protected Health Information to perform functions, activities, or services for, or on behalf of, the Plans, provided that such use or disclosure would not violate the Privacy Rule if done by the Plans or the minimum necessary policies and procedures of the Plans.
- b. Except as otherwise limited in this Agreement, Business Associate may use or disclose Protected Health Information only if such use or disclosure is in full compliance with 45 C.F.R. § 164.504(e). The additional requirements of the HITECH Act that relate to privacy and that are made applicable to covered entities shall also apply to Business Associate, and are hereby incorporated into this Agreement.
- c. Except as otherwise limited in this Agreement, Business Associate may use Protected Health Information for the proper management and administration of the Business Associate or to carry out the legal responsibilities of the Business Associate.
- d. Except as otherwise limited in this Agreement or any other arrangement between Business Associate and the Plans, Business Associate may use Protected Health Information to provide data aggregation services as permitted by 45 C.F.R. § 164.504(e)(2)(i)(B) (i.e., the combining of Protected Health Information received from the Plans with protected health information received by Business Associate in its capacity as the business associate of other group health plans, to permit data analyses that relate to the health care operations of various group health plans.).
- e. Business Associate may use Protected Health Information to report violations of law to the appropriate Federal and State authorities, consistent with 45 C.F.R. § 164.502(j)(1).

4. Security Standards

- a. Business Associate shall implement Administrative, Physical and Technical Safeguards that reasonably and appropriately protect the Confidentiality, Integrity and Availability of Electronic Protected Health Information that it creates, receives, maintains or transmits on behalf of the Plans.
- b. With respect to the Safeguards required by Section 4(a) above, 45 C.F.R. § 164.308 (administrative safeguards), § 164.310 (physical safeguards), § 164.312 (technical safeguards) and § 164.316 (policies and procedures and documentation requirements), shall apply to Business Associate in the same manner that such sections apply to the Plans. The additional requirements of the HITECH Act that relate to security and that are made applicable to covered entities shall also apply to Business Associate, and are hereby incorporated into this Agreement. Business Associate shall be liable under the civil and criminal enforcement provisions set forth at 45 C.F.R. § 160.402 and 42 U.S.C. § 1320d-5 and 1320d-6, as amended from time to time, for failure to comply with the safeguards and any guidance issued by the Secretary with respect to such requirements.
- c. Business Associate shall ensure that any agent, including a subcontractor, to whom it provides Electronic Protected Health Information, agrees in writing to implement reasonable and appropriate safeguards to protect such Electronic Protected Health Information and to comply with the Security Rule and 45 C.F.R. §§ 164.502(e)(1)(ii) and 164.308(b)(2).
- d. Without limiting the provisions of Section 2 above, Business Associate shall report in writing to the Plans within three (3) business days of becoming aware of any Security Incident involving Electronic Protected Health Information, including breaches of unsecured protected health information as required by 45 C.F.R. § 164.410 and security incidents involving subcontractors and as reasonably appropriate, shall advise the Plans of measures Business Associate will be taking to mitigate harm from such Security Incident, and to prevent similar future incidents.
- e. Business Associate shall make its policies and procedures and documentation required by the Security Rule relating to the Safeguards described in subsection (a) above, available to the Plans and to the Secretary for purposes of determining the Plans' compliance with the Security Rule, and Business Associate's compliance with the HITECH Act.

5. Security Breach

- a. Business Associate agrees to report to the Plans' Privacy Officer any potential Breach of Unsecured PHI without unreasonable delay and in no case later than three (3) business days after discovery of a Breach. Such notice shall include, to the extent the details are available: (i) the identification of each Individual whose Unsecured PHI has been, or is reasonably believed by Business Associate, to have been, accessed, acquired, or disclosed; and (ii) a brief description of the event; and (iii) the date of the potential Breach; and (iv) the date of discovery; and (v) the type of PHI involved; and (vi) any preliminary steps taken to mitigate the damage caused by the Breach; and (vii) a description of any investigatory steps taken. In the event that the details of the Breach are not known at the time of the initial notification to Plans, Business Associate shall promptly follow up with Plans' privacy officer with the details as such become available. In addition, Business Associate shall provide any additional information reasonably requested by Plans for purposes of investigating the Breach. Without limiting any of the provisions of this Section 5, Business Associate's notification of a Breach under this Section 5 shall comply in all respects with each applicable provision of Section 13400 of the HITECH Act, Subpart D of 45 C.F.R. 164 and related regulations and guidance issued by the Secretary from time to time.

- b. In addition to the foregoing, Business Associate agrees that in the event of such a Breach, Plans shall have the sole right to determine (i) whether notice is to be provided to any Individuals, regulators, law enforcement agencies, consumer reporting agencies, and/or media or others as required by law or regulation, in Plans' discretion; whether such notice(s) shall be sent out directly by Business Associate or by Plans; whether such notice(s) shall be sent under the letterhead of Plans or that of Business Associate; the contents of such notice(s); whether any type of remediation may be offered to affected persons, and the nature and extent of any such remediation (which remediation shall include, but not be limited to, credit monitoring by nationally recognized credit monitoring companies). Business Associate shall bear the sole expense of the preparation and sending of such notices and the remediation for such Breach. In the event that Plans send out such notice(s) directly and/or directly incurs the expense of such remediation, Business Associate shall promptly reimburse Plans its reasonable costs of preparation and mailing of such notice(s), its actual costs for providing remediation, and reasonable costs and expenses of Plans' investigation of the Breach by Business Associate (or that of Business Associate's subcontractors or agents).

6. Term and Termination

- a. This Agreement shall be effective as of September 23, 2013, and shall terminate when all of the Protected Health Information provided by the Plans to Business Associate, or created or received by Business Associate on behalf of the Plans, is destroyed or returned to the Plans, or, if it is infeasible to return or destroy Protected Health Information, protections are extended to such information, in accordance with Section 6(c).
- b. Upon the Plans' knowledge of a material breach of this Agreement by Business Associate, the Plans shall, at their election, either:
 - i. Provide an opportunity for Business Associate to cure the breach or end the violation, and terminate this Agreement if Business Associate does not cure the breach or end the violation within the time specified by the Plans;
 - ii. Immediately terminate this Agreement if Business Associate has breached a material term of this Agreement and cure is not possible; or
 - iii. If neither termination nor cure is feasible, the Plans shall report the violation to the Secretary.
- c. Effect of Termination
 - i. Except as provided in Section 6(c)(ii), upon termination of this Agreement for any reason, Business Associate shall return all Protected Health Information received from the Plans, or created or received by Business Associate on behalf of the Plans, or, at the election of the Plans, Business Associate may alternatively certify in writing to the Plans that it has destroyed all Protected Health Information. This provision shall apply to Protected Health Information that is in the possession of subcontractors or agents of Business Associate. Business Associate shall retain no copies of the Protected Health Information, including no electronic copies.
 - ii. In the event that Business Associate determines that returning or destroying the Protected Health Information is infeasible, Business Associate shall provide to the Plans notification of the conditions that make return or destruction infeasible. Upon Business Associate's establishing to the Plans' reasonable satisfaction that return or destruction of Protected Health Information is infeasible, Business Associate shall extend the protections of this Agreement to such Protected Health Information and

limit further uses and disclosures of such Protected Health Information to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such Protected Health Information.

7. Miscellaneous

- a. **Regulatory References.** A reference in this Agreement to a section in the Privacy Rule, the Security Rule, or to any other regulation promulgated under HIPAA means the section as in effect or as amended.
- b. **Indemnification.** Business Associate agrees during and after the term of this Agreement to hold the Plans and the Company, and their respective trustees, officers, directors, employees, agents and affiliates, harmless from, and indemnify each of them against any and all claims, losses, liabilities penalties, fines, costs, damages and expenses, including reasonable attorneys' fees, incurred by or imposed upon any of them as a result of Business Associate's breach of this Agreement, HIPAA, the Privacy Rule or the Security Rule.
- c. **Survival.** The respective rights and obligations of the Parties under Sections 2, 5, 6(c) and 7 of this Agreement shall survive the termination of this Agreement.
- d. **Interpretation.** Any ambiguity in this Agreement shall be resolved to permit the Plans to comply with the Privacy Rule, Security Rule and other provisions of HIPAA, including, but not limited to, any regulations promulgated under the HITECH Act.
- e. **Governing Law.** The construction, interpretation and performance of this Agreement and all transactions under this Agreement shall be governed and enforced pursuant to the laws of the State of Nebraska, except as such laws are preempted by any provision of federal law, including by ERISA or HIPAA. Any action or proceeding arising out of or relating to this Agreement shall be brought and tried in a federal or state court of competent jurisdiction located in the State of Nebraska and in no other forum or venue.
- f. **No Third Party Beneficiary.** Nothing express or implied in this Agreement is intended to confer, nor shall anything herein confer, upon any person other than the Parties and the respective successors or assigns of the Parties, any rights, remedies, obligations, or liabilities whatsoever.
- g. **Effect.** This Agreement shall be binding upon, and shall inure to the benefit of, the Parties hereto and their respective successors, assigns, heirs, executors, administrators and other legal representatives.
- h. **Severability.** In the event any provision of this Agreement is rendered invalid or unenforceable under any new or existing law or regulation, or declared null and void by any court of competent jurisdiction, the remainder of the provisions of this Agreement shall remain in full force and effect if it reasonably can be given effect.
- i. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original. Facsimile copies thereof shall be deemed to be originals.
- j. **Notices.** All notices to be given pursuant to the terms of this Agreement shall be in writing and shall be deemed given four (4) business days after being sent by certified mail, return receipt requested, postage prepaid or one (1) business day after being sent by reputable overnight mail delivery to the other Party, at the address set forth above or at such other address as a Party may designate from time to time by notice pursuant to this Section 7(j).

k. **Amendment.** The Parties agree to take such action as is necessary to amend this Agreement from time to time as is necessary for the Plans to comply with the requirements of the HIPAA Privacy, EDI and Security Rules, and any other provisions of HIPAA including, but not limited to, any regulations promulgated under the HITECH Act.

l. **Obligations of Plans to Provide Notice of Privacy Practices.**

- i. Plans shall notify Business Associate of any limitation(s) in notice of privacy practices of Plans under 45 C.F.R. § 164.520, to the extent that such limitation may affect Business Associate's use or disclosure of protected health information.
- ii. Plans shall notify Business Associate of any changes in, or revocation of, the permission by an individual to use or disclose his or her protected health information, to the extent that such changes may affect Business Associate's use or disclosure of protected health information.
- iii. Plans shall notify Business Associate of any restriction on the use or disclosure of protected health information that Covered Entity has agreed to or is required to abide by under 45 C.F.R. § 164.522, to the extent that such restriction may affect business associate's use or disclosure of protected health information.

IN WITNESS WHEREOF, the Parties have executed this Business Associate Agreement as of the Effective Date.

COMPANY

By: _____

Name:

Title:

Date:

BUSINESS ASSOCIATE

By:  _____

Name: James S. Garbina

Title: Sr. Vice President



JOHNSON, MIRMIRAN & THOMPSON
Engineering A Brighter Future®
An Employee Owned Company

AGENDA ITEM
NO 15

Over **40** Years
of Engineering Excellence

September 20, 2013

Ms. Kim Beger
Auburn City Hall
1101 J Street
Auburn, NE 68305

Re: **National Register Nomination**
JMT No. 13-1041-999

Dear Ms. Beger:

Johnson, Mirmiran & Thompson, Inc. (JMT) is pleased to submit five (5) copies of our proposal in response to the Request for Proposals (RFP) for the above referenced contract.

Established in 1971, JMT is a multi-disciplined consulting firm providing environmental (including cultural resources), engineering, planning, architectural, GIS, surveying, construction management/inspection and related services. For over 40 years, we have provided engineering and environmental services to clients resulting in the establishment of a reputation as a first-class engineering firm providing user-friendly and innovative services. Currently, JMT is ranked #100 in Engineering News-Record's (ENR) List of Top 500 Design Firms. JMT offers the staff, capabilities and resource of a "big" firm, while maintaining the personal touch and services of a "small" firm. Our goal is to run this contract as if it is our only contract, and the City of Auburn as our only client.

JMT's Architectural Historian, Ms. Lindsey Allen, will serve as our Project Manager. Ms. Mary Alfson Tinsman will serve as the point-of-contact for this project as well as for the proposal. Ms. Alfson Tinsman works out of JMT's Philadelphia office at 1600 Market Street, Suite 520, Philadelphia, PA 19103, and can be reached via phone at 267-256-0300 or e-mail at malfson@jmt.com.

JMT understands and agrees to the Services and Scope of Work and accepts all other requirements, terms and conditions of the RFP. We thank you for the opportunity to provide you with our qualifications, and we look forward to working with the City of Auburn on this contract. You have our assurance that we will complete all services within the proposed time and budget estimates, and to the satisfaction of the City. If you have any questions, please do not hesitate to contact our Project Manager and point of contact, Ms. Mary Alfson Tinsman directly at 267-256-0300 or via e-mail at malfson@jmt.com.

Very truly yours,
JOHNSON, MIRMIRAN & THOMPSON

James E. Maloney, P.E.
Vice President

JEM:slk

1600 Market Street Suite 520 Philadelphia, PA 19103 Telephone (267) 256-0300 Fax (267) 256-0395 www.jmt.com

ENGINEERING PLANNING ENVIRONMENTAL
CONSTRUCTION MANAGEMENT WATER/WASTEWATER SURVEYING LANDSCAPE ARCHITECTURE
ARCHITECTURE GEOTECHNICAL FACILITIES ENGINEERING INFORMATION TECHNOLOGY



Technical Excellence

Technical Ability to Meet the Project Requirements

The Auburn Historic District is eligible for listing in the National Register of Historic Places. The Historic District consists of two business districts—Calvert (or the Square) and Sheridan (or the downtown Commercial District)—connected by Courthouse Avenue. Historically two separate towns, Calvert and Sheridan merged in 1882 to form the City of Auburn. The Calvert section of the Historic District contains approximately 24 buildings while the Sheridan section contains approximately 80 buildings, both with contributing and non-contributing buildings. In 2004, the SHPO surveyed the project area as part of the Nemaha County Historic Buildings Survey. At that time, the SHPO recommended that only the Sheridan section was eligible for the National Register of Historic Places (NRHP). Since the 2004 survey, the SHPO re-evaluated the project area and recommended that both areas are eligible for the NRHP as a single, combined district linked by Courthouse Avenue. The purpose of this project is to prepare the Auburn Historic District NRHP Nomination Form.

JMT provides full service cultural resource services and has the staffing and financial capabilities to complete this work.

Professional Methodology and Recording Techniques with Current Survey Standards

Approach and Workplan

The project will begin with a meeting held at the offices of the Auburn CLG, anticipated to occur within two weeks of Notice to Proceed. The meeting will consist of a project orientation with the Auburn CLG staff and intern to discuss contractual agreements and specific deliverables and/or to answer any questions. At this time, previous research completed and compiled by the SHPO, Auburn CLG, the students of Peru State College and the Intern at the City of Auburn will be obtained. This meeting will be attended by JMT Architectural Historians who will be part of the project. The meeting will be followed by a windshield survey of the Auburn Historic District in order for the project team to become familiar with the project area and its context. It is unlikely the full reconnaissance survey will occur until a deeper understanding of the Auburn Historic District is achieved and previous research is reviewed.

Subsequent to the initial visit, JMT will use the previous research material to draft the research design, historic overview, preliminary bibliography, and detailed outline for submission to the SHPO and Auburn CLG Staff no later than November 29, 2013. Any additional research is expected to be limited and will be coordinated with the Intern.

Fieldwork will be scheduled to occur before December 31, 2013. The depth and duration of fieldwork will depend on the sufficiency of the previous research and documentation. During the visit, JMT will meet in person with Auburn CLG staff to discuss project status. JMT will also conduct a public meeting in coordination with the Auburn CLG.

Upon the receipt of comments on the draft research design, historic overview, preliminary bibliography and detailed outline, JMT will use previous research material and the results of the fieldwork to develop the draft physical description, historical overview, and statement of significance for the draft NRHP Nomination Form. JMT will submit two copies of the first draft of the NRHP Nomination Form to the SHPO and Auburn CLG by February 28, 2014. The draft Nomination Form will then be revised per comments received by the SHPO and Auburn CLG and a revised draft, with mock-up graphics, will be submitted by April 1, 2014.

All materials, maps, field notes, disks, photographs, digital images, scanned images, negatives, maps and research files will be given to the Auburn CLG at the end of the project, no later than April 30, 2013. Through coordination with Auburn CLG staff, JMT will enter all data into the Auburn CLG database. A second public meeting, if determined necessary through conversation with the SHPO and the Auburn CLG, will be held at this time.

All research, documentation and recordation of historic properties and of the historic district will be done in compliance with the National Park Service's National Register bulletins as well as in compliance with the standards and requirements of the Nebraska State Historical Society.

Secretary of the Interior's Standards Understanding and Experience

JMT's Architectural Historians bring significant experience in documenting historic districts and resources and in nominating them to the National Register of Historic Places. Our staff has successfully listed properties in Colorado, Delaware, Pennsylvania and Virginia and has completed state level nominations and Determinations of Eligibility in over twenty-states including California, South Dakota, Maryland and Michigan. Our staff are qualified as Architectural Historians under the Secretary of the Interior's Standards.



Understanding of Types of Resources to be Surveyed and PC Systems and Databases

JMT staff are proficient in all Microsoft Suite products including Word, Excel and Access as well as in other database programs. They will be able to complete the necessary data entry work required by this contract.

Qualifications and Experience

Established in 1971, **Johnson, Mirmiran & Thompson, Inc. (JMT)** holds a strong place among the top engineering and planning firms in the eastern United States. For over 40 years, we have provided environmental (including cultural resources), engineering, planning, architectural, surveying, construction management/inspection and related services to clients throughout the region resulting in our reputation as a first-class engineering firm providing user-friendly and innovative services. JMT has a long history of providing quality services to our clients throughout the mid-Atlantic region. JMT's development team works collaboratively as a true multi-disciplined team on all projects, so the incorporation of multiple disciplines into a project of this type is a very comfortable environment for our professional team.

JMT assures the City of Auburn that our team will provide all services necessary to complete assignments under this contract, as outlined in the Request for Proposals (RFP), with a variety of available, capable and qualified staff members for the entire duration of the contract. JMT is experienced with working within tight time constraints and within federal, state and local financial and reporting requirements.

Professional Registrations, Affiliations and Memberships

JMT's Cultural Resources staff are qualified for the positions that they hold as outlined in the Secretary of the Interior's Professional Qualifications Standards (36 CFR 61). Additionally, JMT and/or JMT staff belong to a variety of professional societies including:

- National Trust for Historic Preservation
- Society of Architectural Historians
- Society of American Archaeology
- Recent Past Preservation Network
- Preservation Pennsylvania
- Preservation Alliance of Greater Philadelphia
- American Society of Civil Engineers
- Transportation Research Board
- American Society of Landscape Architects
- County Engineers Association of Maryland
- Women Transportation Seminar
- Association of Pedestrian and Bicycle Professionals
- National Complete Streets Coalition
- U.S. Green Building Council
- American Council of Engineering Companies
- Society for Industrial Archaeology
- Vernacular Architecture Forum

Key Staff – Education and Work Experience

For this contract, we have assembled our most experienced group of cultural resources professionals and support personnel. Brief bios of our key staff are shown below and their resumes follow this page.

Ms. Alfson Tinsman is the Project Administrator and Quality Control Coordinator for this contract. She holds a BA in Anthropology from Albion College and a MS in Historic Preservation from the University of Pennsylvania. She has experience in completing a variety of Environmental Review documents including Historic Resource Surveys/Determination of Eligibility Reports, Determination of Effect Reports, and 4(f) Evaluations. She has prepared and participated in state-level and HABS/HAER documentation of residences, industrial buildings, bridges, and districts. She also has experience with **public involvement** and **preservation planning**. She has conducted numerous architectural studies, ranging from reconnaissance-level surveys through large-scale eligibility and assessment studies throughout Pennsylvania. She has studied and documented a wide variety of resources including farmsteads, urban and rural historic districts, commercial properties, industrial properties, **historic landscapes**, residential properties, and transportation resources. These surveys range from simple bridge replacement projects of one or two historic properties to large multi-property surveys. Her responsibilities include project management, field direction for cultural resources, historical research, analysis, and report writing. Ms. Alfson Tinsman has successfully completed projects in more than 40-states and territories, and has a proven record of close coordination with the State Historic Preservation Offices (SHPOs) as well as with local and regional non-profits. She has a proven record of successful and effective public involvement as well as in conflict resolution.

Ms. Lindsey Allen is an Architectural Historian with JMT and will serve as the Project Manager for this contract. She holds a BA in Architecture and Urbanism from Smith College and a MS in Historic Preservation from the University of Pennsylvania. Ms. Allen has over three years of experience documenting a wide variety of historic resources throughout the United States including farmsteads, **urban and rural historic districts**, commercial properties, industrial properties, **historic landscapes**, residential properties, and transportation resources. Ms. Allen has experience working with local governments as well as with state and federal agencies. She has conducted several projects, including a recent **National Register Nomination** for the Marian Anderson House and Museum. Ms. Allen has successfully completed projects in more than 20-states and territories, and has a proven record of close coordination with the State Historic Preservation Offices (SHPOs) as well as with local and regional non-profits.



Management

JMT is dedicating Lindsey Allen, Architectural Historian, to this project. Ms. Allen will be responsible for the fieldwork, documentation, public meetings and National Register Nomination Preparation for this project. She will work under the direction of Mary Alfson Tinsman, JMT's Cultural Resources Manager. By dedicating a specific Architectural Historian to this project, JMT ensures that the City of Auburn will receive the attention and support that they need for this project. Ms. Tinsman is available to aid in administrating the federal grant requirements and will be responsible for the financial and contract provisions of the contract.

In order to ensure that the required dates are met for this project, JMT is proposing the following schedule which has been designed to include beginning and end dates for each deliverable and milestone. Whenever possible JMT will work to complete specific milestones prior to the end date. This will aid the City of Auburn in ensuring that the requirements of their grant are met.

Deliverable/Milestone	Beginning Date	End Date
Project Orientation	NTP- anticipated October 18, 2013	November 8, 2013
Draft Overview and Outline	October 18, 2013	November 29, 2013
Fieldwork	November 15, 2013	December 31, 2013
First Public Meeting	November 15, 2013	December 31, 2013
Draft NRHP Nomination Form	January 1, 2014	February 28, 2014
Revised Draft NRHP Nomination Form	March 15, 2014	April 1, 2014
Submission of Field Materials	April 1, 2014	April 30, 2014
Second Public Meeting	April 1, 2014	April 30, 2014
Final NRHP Nomination Form	April 15, 2014	May 31, 2014



Project Budget - Cost

The proposed budget for this project is as follows:

<u>City of Auburn</u>	Architectural Historian			TOTAL
1. Meetings (including public meetings)				
<i>Subtotal 1.A</i>	12			12
2. Research and Fieldwork				
<i>Subtotal 1.B</i>	40			40
5. Form Preparation (including revisions)				
<i>Subtotal 1.C</i>	48			48
<u>Total Hours</u>	<u>Units</u>	<u>Hourly Rate</u>		
Architectural Historian	100	\$54.05		\$5,405.00
<i>Per Diem (Federal CONUS rates)</i>	6	\$123.00		\$738.00
<i>Travel</i>				\$850.00
Total Cost				\$6,993.00

SEND D

Southeast Nebraska Development District

www.sendd.org

MAIN OFFICE
2631 "O" Street, Lincoln, NE 68510
Office: 402-475-2560
Fax: 402-475-2794
dtaladay@sendd.org

HUMBOLDT OFFICE
PO Box 308, Humboldt, NE 68376
Office: 402-862-2201
senddhumboldt@windstream.net
senddlisa@windstream.net

Office Location – 427 4th Street

AGENDA ITEM
NO 16

October 1, 2013

Sherry Heskett
City of Auburn
Box 352
Auburn, NE 68305

RE: Drawdown #13 Project Funds—Peggy Kuser – 916 Central Ave. - Project #29
NV Museum – 1816 O Street – Projects #30, #32, #33
NV Museum – 1423 19th Street – Projects #34, #35
Ruth Heywood – 918 Central Ave. – Projects #36, #37

Dear Sherry,

Enclosed is Drawdown #13 Project Funds for the above referenced Downtown Revitalization Phase II Commercial Rehabilitation on the Projects #29 (Kuser), #30, #32, #33, #34, #35 (NV Museum), and 36, #37 (Heywood). This represents the 19th thru 26th project disbursement for the Phase II Commercial Rehab.

After you have reviewed this material, Sherry Heskett and Scott Kudrna, Mayor can sign the DD as noted and mail the original DD to DED in the envelope provided. Please place this document into File # IV Financial Management in your City files for this project. These claims are to go to the City Council for the City Council claims process for action on October 14, 2013.

After submittal of Drawdown for #10-DTR-105, in 10 to 30 days, when the automatic transfer is received from DED and deposited in a non-interest bearing/City CDBG account and following City Council action on such bills, please write the following check(s):

	TOTAL	CDBG	OWNER MATCH
Drawdown #13.) The Following CDBG Activity Code 0590 bills have not yet been paid:			
Project #29 – Peggy Kuser Reimbursement for windows at 916 Central Ave.	\$1,245.42	\$934.00 Grant	\$311.42
Project #30 – Nemaha Valley Museum Reimbursement for roof, retaining wall, gutters, downspouts, fascia/soffit at 1816 O Street	\$15,850.00	\$5,943.75 Grant \$5,943.75 Loan	\$3,962.50
Project #32 – Nemaha Valley Museum Reimbursement for Tuck pointing at 1816 O Street	\$1,700.00	\$637.50 Grant \$637.50 Loan	\$425.00
Project #33 – Nemaha Valley Museum Reimbursement for Concrete Pad at 1816 O Street	\$375.00	\$140.25 Grant \$141.00 Loan	\$93.75
Project #34 – Nemaha Valley Museum Reimbursement for Masonry repairs at 1423 19 th St.	\$770.00	\$577.50 Grant	\$192.50
Project #35 – Nemaha Valley Museum Reimbursement for Tracking Lighting at 1423 19 th St.	\$7,550.00	\$5,662.50 Grant	\$1,887.50

Project #36 – Ruth Heywood Reimbursement for window replacement at 918 Central Ave.	\$8,500.00	\$6,375.00 Grant	\$2,125
Project #37 – Ruth Heywood Reimbursement for brick work at 918 Central Ave.	\$8,425.00	\$6,318.75 Grant	\$2,106.25
	\$\$44,415.42	\$33,311.50	\$11,103.92

According to the above figures, the City of Auburn should make the following payments:

\$934.00 (Activity Code 0590) = **\$934.00 TOTAL to Peggy Kuser, Owner 916 Central Ave. Property**
(**\$934.00 Grant**)

\$13,443.75 (Activity Code 0590) = **\$13,443.75 TOTAL to NV Museum, Owner 1816 O Street Property**
(**\$6,721.50 Grant and \$6,722.25 Loan**)

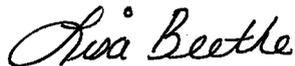
\$6,240.00 (Activity Code 0590) = **\$6,240.00 TOTAL to NV Museum, Owner 1423 19th St. Property**
(**\$6,240.00 Grant**)

\$12,693.75 (Activity Code 0590) = **\$12,693.75 TOTAL to Ruth Heywood, Owner 918 Central Ave. Property**
(**12,693.75 Grant**)

Remember all funds need to be disbursed within 5 business days of receipt from NDED.

Feel free to give me a call at (402) 862-2201 if you have any questions.

Sincerely,



Lisa Beethe
Community Development Specialist



REQUEST FOR CDBG PROJECT FUNDS for PROJECT activities
(Excludes activity 0181 general administration)
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
NEBRASKA DEPARTMENT OF ECONOMIC DEVELOPMENT

See Reverse Side for Instructions / Revised June 2013

CDBG REQUEST form Project Acty	DED Date Stamp
---	-------------------

Name of Local Government Grantee City of Auburn		Mailing Address PO Box 352		City Auburn	State NE	ZIP 68305
CDBG Grant Number 10-DTR-105	Federal Identification Number 47-6006083	DUNS Number 080199193	Number sequence order includes Both general admin 0181 requests And project activity requests 13		DED Program Representative Kevin Andersen	

Part I - STATUS OF FUNDS (excludes reporting general administration activity 0181 funds)

1. Project Grant Funds Received to Date	\$	299,091.92	<u>IMPORTANT</u> Complete Part II for all approved activities even if funds are not requested <u>DO NOT INCLUDE ACTIVITY</u> <u>0181 GENERAL ADMIN</u>
2. Add: Program Income Received to Date (exclude RLF)	\$		
3. Subtotal	\$	299,091.92	
4. Less: Federal Project Funds Disbursed To Date (Must Agree To Total Of Part II, Line 3)	\$	299,091.92	
5. Total: Project Federal Funds On Hand (Must Agree To Part II, Line 6)	\$		

Part II - CASH REQUIREMENTS (excludes reporting general administration activity 0181 funds)

Activity Code Description	0590	Comm	Rehab	TOTAL
1. Total Cash Requirements To Date for Project	\$	\$	\$	\$
2. Less: Local Funds Disbursed (includes RLF) (exclude Program Income)	\$	\$	\$	\$
3. Less: Federal Funds Disbursed (include Program Income) Total Must Agree To Part I, Line 4 (exclude RLF)	\$	\$	\$	\$
4. Total Current Cash Requirements	\$	\$	\$	\$
5. Less: Unpaid Previous Request				\$
6. Less: Federal Funds On Hand (Must Agree To Part I, Line 5)				
7. Net Amount of Federal Funds Requested \$1,500 MINIMUM CDBG REQUEST. IF NOT FINAL DRAW, A REQUEST LESS THAN \$1,500 IS RETURNED AND NOT PROCESSED				\$33,311.50

I certify that this request for federal funds has been prepared in accordance with the terms and conditions of the Grant Agreement, the Administrative Requirements and Treasury Circular No. 1075 which govern expenditures of federal funds for this grant. I also certify that all data reported above is correct and that the amount of the request for federal funds is not in excess of current needs.

Signature of Authorized Official (Mayor/Board Chairman)	Typed Name of Authorized Official Scott Kudrna, Mayor, City of Auburn	Date
Signature of Authorized Official (Clerk/Treasurer)	Typed Name of Authorized Official Sherry Heskett, City Clerk, City of Auburn	Date
Person Preparing Request for CDBG Funds Form Name: Lisa Beethe	Organization: SEND	Telephone Number: 402-862-2201
DEPARTMENT OF ECONOMIC DEVELOPMENT USE ONLY		AMOUNT APPROVED: \$
		INITIALS: _____ DATE: _____

Please refer to instructions for additional guidance.

SEND D

Southeast Nebraska Development District

www.sendd.org

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2631 "O" Street, Lincoln, NE 68510
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Fax: 402-475-2794
dtaladay@sendd.org

HUMBOLDT OFFICE
PO Box 308, Humboldt, NE 68376
Office: 402-862-2201
senddhumboldt@windstream.net
senddilisa@windstream.net

Office Location – 427 4th Street

October 3, 2013

AGENDA ITEM
NO 17

Sherry Heskett, City Clerk
City of Auburn
PO Box 352
Auburn, NE 68305

RE: DrawDown #7 General Admin. & 8 Project Only Expenses for 12-HO-6044 (ENCLOSED)

Dear Sherry,

Enclosed is Drawdown #7 General Administration and #8 Project Only Expenses for the above referenced Owner Occupied Housing Rehab. project.

After you have reviewed this material, Scott Kudrna, Mayor and Sherry Heskett, City Clerk can sign the DDs as noted and mail the original DDs to DED in the envelope provided. Please place the remainder of this documentation in File #IV – Financial Management. These claims are to go to the City Council for claims approval action on October 14, 2013.

After submittal of the Drawdown for Project #12-HO-6044, in 10 to 30 days, when the automatic transfer is received from DED and deposited in a non-interest bearing/City CDBG account and following City Council action on such bills, please write the following check(s) :

	TOTAL	CDBG	OTHER
DrawDown #7 & #8) The Following CDBG Activity Code 0580 & 0530 bills have not yet been paid:			
SEND D Billing #8 and #9 (7/1/13-8/31/13) Acct. #1364 – General Admin	\$703.03	\$703.03	\$0.00
SEND D Billing #7 (8/1/13 – 8/31/13) Acct. #1378 – Housing Mgt.	\$2,119.07	\$2,119.07	\$0.00
SEND D Billing #4 (8/1/13-8/31/13) Acct. #1379 – Lead Paint Testing	\$774.64	\$774.64	\$0.00
Brad Yost Construction Co. – Project #8 Final	\$6,210.00	\$0	\$6,160.00 From Program Income
Brad Yost Construction Co. – Project #4 Partial #1	\$5,075.00	\$2,120.00	\$2,955.00 From Program Income

Brad Yost Construction Co. – Project #2 Partial #2	\$5,050.00	\$0	\$5,050.00 From Program Income
Totals:	\$19,931.74	\$5,716.74	\$14,215.00 From Program Income

According to the above figures, the City of Auburn should make the following payments:

\$3,596.74 (from Activity Codes 0181 & 0580, Bill #8, #9 (Admin) and #4 (Lead), and #7 (Housing Mgt) = **\$3,596.74 Total To SENDD**

\$16,335.00 (from Activity Code 0530) - **\$16,335.00 to Brad Yost Construction (\$14,215 from Program Income and \$2,120.00 from NDED Funds.**

As there is currently -\$1.19 of 12-HO-6044 Project Only funds in the City Bank account, we can process Payment #6 for \$50,095.91. When said check is disbursed, you will have -\$1.19 of Admin Only 12-HO-6044 funds remaining on hand in this project account.

Feel free to give me a call at (402) 862-2201 if you have any questions.

Sincerely,



Lisa Beethe
Community Development Specialist



**REQUEST FOR CDBG FUNDS /
Activity 0181 General Administration Only**
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
NEBRASKA DEPARTMENT OF ECONOMIC DEVELOPMENT

See Reverse Side for Instructions

**CDBG
REQUEST
form
ACTY 0181**

DED Date Stamp

Name of Local Government Grantee City of Auburn		Mailing Address PO Box 352		City Auburn	State NE	ZIP 68305
CDBG Grant Number 12-HO-6044	Federal Identification Number 47-6006083	DUNS Number 080199193	Number sequence order includes Both general admin 0181 requests And project activity requests 7		DED Program Representative Bob Jones	

Part I - STATUS OF FUNDS ACTIVITY 0181 GENERAL ADMINISTRATION

1. Grant Funds Received to Date for activity 0181 general administration	\$	5,227.13	IMPORTANT Complete Part II for approved activity 0181 general administration only. PART III GRANTEE General Administration Award CDBG activity 0181 Amount Awarded \$ 17,521.00 90% General Admin Award max total draw \$ 15,768.90 prior to closeout
2. Add: Program Income Received to Date	\$	not applicable	
3. Subtotal	\$	5,227.13	
4. Less: Federal Administration Funds Disbursed To Date (Must Agree To Total Of Part II, Line 3) activity 0181	\$	5,227.13	
5. Total: Federal Administration Funds On Hand (Must Agree To Part II, Line 6) activity 0181	\$		

Part II - CASH REQUIREMENTS ACTIVITY 0181 GENERAL ADMINISTRATION

Activity Code 0181 GENERAL ADMINISTRATION ONLY		0181 General Administration
1. Total Cash Administration Requirements To Date	\$	5,930.16
2. Less: Local Funds Applied (Includes RLF)	\$	
3. Less: Federal Funds Disbursed Total Must Agree To Part I, Line 4	\$	5,227.13
4. Total Current Cash Requirements	\$	703.03
5. Less: Unpaid Previous Request for activity 0181 general administration	\$	
6. Less: Federal Funds On Hand for activity 0181 general administration (Must Agree To Part I, Line 5)	\$	
7. Net Amount of Federal Funds Requested	\$	703.03

project activities not applicable

I certify that this request for federal funds has been prepared in accordance with the terms and conditions of the Grant Agreement, the Administrative Requirements and Treasury Circular No. 7075 which govern expenditures of federal funds for this grant. I also certify that all data reported above is correct and that the amount of the request for federal funds is not in excess of current needs.

Signature of Authorized Official (Mayor/Board Chairman)	Typed Name of Authorized Official Scott Kudrna, Mayor, City of Auburn	Date
Signature of Authorized Official (Clerk/Treasurer)	Typed Name of Authorized Official Sherry Heskett, City Clerk, City of Auburn	Date
Person Preparing Request for CDBG Funds Form Name: Lisa Beethe	Organization: SENDD	Email: senddlisa@windstream.net
	Telephone Number: 402-862-2201	

SEND D

Southeast Nebraska Development District

www.sendd.org

MAIN OFFICE
2631 "O" Street, Lincoln, NE 68510
Office: 402-475-2560
Fax: 402-475-2794
dtaladay@sendd.org

HUMBOLDT OFFICE
PO Box 308, Humboldt, NE 68376
Office: 402-862-2201
senddhumboldt@windstream.net
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Office Location – 427 4th Street

October 3, 2013

AGENDA ITEM
NO 18

Sherry Heskett, City Clerk
City of Auburn
PO Box 352
Auburn, NE 68305

RE: DrawDown #7 General Admin. & 8 Project Only Expenses for 12-HO-6044 (ENCLOSED)

Dear Sherry,

Enclosed is Drawdown #7 General Administration and #8 Project Only Expenses for the above referenced Owner Occupied Housing Rehab. project.

After you have reviewed this material, Scott Kudrna, Mayor and Sherry Heskett, City Clerk can sign the DDs as noted and mail the original DDs to DED in the envelope provided. Please place the remainder of this documentation in File #IV – Financial Management. These claims are to go to the City Council for claims approval action on October 14, 2013.

After submittal of the Drawdown for Project #12-HO-6044, in 10 to 30 days, when the automatic transfer is received from DED and deposited in a non-interest bearing/City CDBG account and following City Council action on such bills, please write the following check(s) :

	TOTAL	CDBG	OTHER
DrawDown #7 & #8) The Following CDBG Activity Code 0580 & 0530 bills have not yet been paid:			
SEND D Billing #8 and #9 (7/1/13-8/31/13) Acct. #1364 – General Admin	\$703.03	\$703.03	\$0.00
SEND D Billing #7 (8/1/13 – 8/31/13) Acct. #1378 – Housing Mgt.	\$2,119.07	\$2,119.07	\$0.00
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Brad Yost Construction Co. – Project #8 Final	\$6,210.00	\$0	\$6,160.00 From Program Income
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Brad Yost Construction Co. – Project #2 Partial #2	\$5,050.00	\$0	<u>\$5,050.00</u> From Program Income
Totals:	\$19,931.74	\$5,716.74	\$14,215.00 From Program Income

According to the above figures, the City of Auburn should make the following payments:

\$3,596.74 (from Activity Codes 0181 & 0580, Bill #8, #9 (Admin) and #4 (Lead), and #7 (Housing Mgt) = **\$3,596.74 Total To SENDD**

\$16,335.00 (from Activity Code 0530) - **\$16,335.00 to Brad Yost Construction (\$14,215 from Program Income and \$2,120.00 from NDED Funds.**

As there is currently -\$1.19 of 12-HO-6044 Project Only funds in the City Bank account, we can process Payment #6 for \$50,095.91. When said check is disbursed, you will have -\$1.19 of Admin Only 12-HO-6044 funds remaining on hand in this project account.

Feel free to give me a call at (402) 862-2201 if you have any questions.

Sincerely,



Lisa Beethe
Community Development Specialist



**REQUEST FOR CDBG PROJECT FUNDS for PROJECT activities
(Excludes activity 0181 general administration)
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
NEBRASKA DEPARTMENT OF ECONOMIC DEVELOPMENT**

See Reverse Side for Instructions / Revised June 2013

CDBG REQUEST form Project Acty	DED Date Stamp
---	-------------------

Name of Local Government Grantee City of Auburn	Mailing Address PO Box 352	City Auburn	State NE	ZIP 68305
CDBG Grant Number 12-HO-6044	Federal Identification Number 47-6006083	DUNS Number 080199193	Number sequence order includes Both general admin 0181 requests And project activity requests 8	DED Program Representative Bob Jones

Part I – STATUS OF FUNDS (excludes reporting general administration activity 0181 funds)

1. Project Grant Funds Received to Date	\$	78,654.87	<u>IMPORTANT</u> Complete Part II for all approved activities even if funds are not requested <u>DO NOT INCLUDE ACTIVITY 0181 GENERAL ADMIN</u>
2. Add: Program Income Received to Date (exclude RLF)	\$		
3. Subtotal	\$	78,654.87	
4. Less: Federal Project Funds Disbursed To Date (Must Agree To Total Of Part II, Line 3)	\$	78,654.87	
5. Total: Project Federal Funds On Hand (Must Agree To Part II, Line 6)	\$		

Part II – CASH REQUIREMENTS (excludes reporting general administration activity 0181 funds)

Activity Code Description	0580 Housing Mgt	0530 Housing Rehab		TOTAL
1. Total Cash Requirements To Date for Project	\$ 18,396.58	\$ 79,487.00	\$	\$ 97,883.58
2. Less: Local Funds Disbursed (includes RLF) (exclude Program Income)	\$	\$	\$	
3. Less: Federal Funds Disbursed (include Program Income) Total Must Agree To Part I, Line 4 (exclude RLF)	\$ 15,502.87	\$ 77,367.00	\$	\$ 92,869.87
4. Total Current Cash Requirements	\$ 2,893.71	\$ 2,120.00		\$ 5,013.71
5. Less: Unpaid Previous Request				\$
6. Less: Federal Funds On Hand (Must Agree To Part I, Line 5)				
7. Net Amount of Federal Funds Requested				\$ 5,013.71

I certify that this request for federal funds has been prepared in accordance with the terms and conditions of the Grant Agreement, the Administrative Requirements and Treasury Circular No. 1075 which govern expenditures of federal funds for this grant. I also certify that all data reported above is correct and that the amount of the request for federal funds is not in excess of current needs.

Signature of Authorized Official (Mayor/Board Chairman)	Typed Name of Authorized Official Scott Kudrna, Mayor, City of Auburn	Date
Signature of Authorized Official (Clerk/Treasurer)	Typed Name of Authorized Official Sherry Heskest, City Clerk, City of Auburn	Date
Person Preparing Request for CDBG Funds Form Name: Lisa Beethe	Organization: SEND	Telephone Number: 402-862-2201
DEPARTMENT OF ECONOMIC DEVELOPMENT USE ONLY	AMOUNT APPROVED: \$	INITIALS: _____ DATE: _____

Please refer to instructions for additional guidance.

Auburn
12-HO-6044 Project Only

DD #8	DD Amt	Date	SENDD HOUSING MGL. Acct #1378	SENDD LEAD Acct #1379	Project #3 Dedra Gray 1222 6th Street \$10,061.50 \$318.50 \$10,400.00	Project #8 Rosnal Palmetton 1603 16th Street \$16,261.30 \$1,761.70 \$18,023.00	Project #2 Carol Eckert 1614 23rd Street \$18,066.40 \$0.00 \$18,066.40	Project #7 Tracy Kling 810 14th Street \$20,086.00 -\$506.00 \$19,580.00	Project #9 Oval Jenkins 1609 25th Street \$31,861.50 -\$6,866.50 \$24,995.00	Project #4 Peggy Kujil 1522 10th St \$24,787.50 -\$197.70 \$24,589.80	Disbursement	In PCHO Acct
DRAWDOWN			\$21,854.00	\$10,500.00	\$10,400.00	\$18,023.00	\$18,066.40	\$19,580.00	\$24,995.00	\$24,589.80	\$0.00	\$0.00
#1 - Admin Only	\$5,257.00	2/26/2013	\$5,257.74								\$5,257.74	-\$0.74
#2	\$4,324.00	4/19/2013	\$3,866.23	\$458.22							\$4,324.45	-\$1.19
#3	\$9,581.00	5/22/2013	\$3,520.07	\$447.89	\$8,430.00	\$6,580.00	\$6,728.00	\$9,290.00	\$24,995.00		\$0.00	-\$1.19
#4 Admin Only	\$18,977.96	7/26/2013	\$1,953.91		\$1,895.00	\$5,233.00					\$18,977.96	-\$1.19
#5	\$50,095.91	8/29/2013	\$2,119.07	\$774.64		\$6,210.00	\$5,050.00				\$50,095.91	-\$1.19
#6	\$5,013.71	10/3/2013									\$5,013.71	-\$1.19
#7 Admin Only	\$83,668.58	10/3/2013									\$14,215.00	-\$1.19
#8a	\$83,718.58	10/3/2013									\$0.00	-\$1.19
#8b Prog Income	\$83,718.58										\$0.00	-\$1.19
#9	\$83,718.58										\$0.00	-\$1.19
#10	\$83,718.58										\$0.00	-\$1.19
#11	\$83,718.58										\$0.00	-\$1.19
#12	\$83,718.58										\$0.00	-\$1.19
#13	\$83,718.58										\$0.00	-\$1.19
#14	\$83,718.58										\$0.00	-\$1.19
#15	\$83,718.58										\$0.00	-\$1.19
#16	\$83,718.58										\$0.00	-\$1.19
#17	\$83,718.58										\$0.00	-\$1.19
#18	\$83,718.58										\$0.00	-\$1.19
#19	\$83,718.58										\$0.00	-\$1.19
#20	\$83,718.58										\$0.00	-\$1.19
#21	\$83,718.58										\$0.00	-\$1.19
#22	\$83,718.58										\$0.00	-\$1.19
#23	\$83,718.58										\$0.00	-\$1.19
#24	\$83,718.58										\$0.00	-\$1.19
#25	\$83,718.58										\$0.00	-\$1.19
#26	\$83,668.58		\$16,717.02	\$1,680.75	\$10,325.00	\$18,023.00	\$11,779.00	\$9,290.00	\$24,995.00	\$5,075.00	\$0.00	\$0.00
Total DD to Date:			\$21,854.00	\$10,500.00	\$10,400.00	\$18,023.00	\$18,066.40	\$19,580.00	\$24,995.00	\$24,589.80	\$0.00	\$0.00
TOTAL Adjusted Contracts			\$16,717.02	\$1,680.75	\$10,325.00	\$18,023.00	\$11,779.00	\$9,290.00	\$24,995.00	\$5,075.00	\$0.00	\$0.00
Less Total CDBG Exp enditure			\$5,136.98	\$8,819.25	\$75.00	\$0.00	\$6,287.40	\$10,290.00	\$0.00	\$19,524.80	\$0.00	\$0.00
REMAINING BALANCE												
Total CDBG Project Budget												
Plus Program Income Funds Available												
Less Total CDBG Project Expenses												
REMAINING BUDGET												

SEND D

Southeast Nebraska Development District

www.sendd.org

MAIN OFFICE
2831 "O" Street, Lincoln, NE 68510
Office: 402-475-2560
Fax: 402-475-2794
bvoiz@sendd.org

AGENDA ITEM
NO 19

September 26, 2013

Hsg. Advisory Committee/
City Council Members
Auburn, NE 68305

RE: City Wide, Auburn's Housing Rehabilitation Program



Hsg. Advisory Committee/
City Council Members

On September 26, 2013, bid letting was held at 3:00 P.M., in the afternoon on applicant # 12 through Auburn's Citywide Housing Rehabilitation Program (see attached bid sheet). The following is SENDD's recommendation to the Hsg. Advisory Committee and Members of the City Council on this applicant:

FOR PROJECT 12-AUB-12, our Office recommends to award contract to the contractor in the amount of \$ 24,995.00, the total being all from the CDBG Auburn's, Citywide Housing Rehabilitation Program.

CONTRACTOR	PROJECT AMOUNT
Geoff Schneider	Total bid project... \$ 36,513.40
Quality Remodeling	minus Contingency fund..... - 3,319.40
17741 A Street	
Walton, NE 68461	-----
	Base Bid..... \$ 33,194.00
Delete the following from the contract:	
1. Line items 10A through 10J Replacing all floor joists and Concrete supports for West exterior porch (homeowner has Installed CCA post & beam under porch joists which is adequate).....	- 8,650.00

	New Base.....\$ 24,544.00
	New Contingency fund.... + 351.00

	Recommendation to award contract... \$ 24,995.00

NOTE OF INTEREST: with this one recommendation to award contract, will bring the total to \$ 160,874.40 of CDBG funds with an average of \$ 20,109.30 per structure for eight houses being rehabilitated.

Quality Remodeling, has successfully completed similar projects over the years in communities in SENDD's District using CDBG & HOME funds. Quality Remodeling is certified in the "Lead Base Paint Safe Work Practice seminar" and has the proper insurance coverage and manpower to complete these five projects.

Sincerely,

Ben J. Volz
SEND D

cc: Auburn's Housing Advisory Committee
City of Auburn City Council Members

SEND D

Southeast Nebraska Development District

www.sendd.org

MAIN OFFICE
2631 "O" Street, Lincoln, NE 68510
Office: 402-475-2560
Fax: 402-475-2794
bvolz@sendd.org

September 26, 2013

Auburn, NE
CDBG #12-HO-6044
Citywide Housing Rehabilitation Program

**Re: Narrative outlines for Recommendations of Construction Contract Award
For Project # 12**

Project # 12-AUB-12

Construction contract award amount: \$ 24,995.00 of CDBG funds
Contractor: Quality Remodeling

Description of work:

- install drop ceiling in the laundry room
 - install new metal flue for the water heater in the laundry room
 - install new pre-hung door in the East entrance to laundry room
 - install new vinyl storm door on East entrance to laundry room
 - remove existing storm windows, re putty window sashes, remove loose paint, install primer and install two coats of paint (ten windows)
 - install 10 new storm windows after work is complete on primary windows
 - install new wood stoop on the East side of the house with wood railing
 - replace and replace deteriorated fascia board on the house
 - remove loose paint on all fascia board, install primer on bare and new wood, install two coats of paint
 - install J channel around the window and door trim, install a permable insulation wrap over the body of the house, install vinyl siding
 - Install new commercial enamel baked seamless gutters with downspouts on horizontal roof edges of the house with a minimum of five feet of extensions
 - install G.F.I. duplex receptacle in the bathroom and G.F.I. duplex on both sides of the kitchen sink
 - install carbon monoxide/smoke detectors throughout the house
-

BID RESULTS –AUBURN’S REHAB PROGRAM

Bid Date: September 26, 2013.

Location: SENDD Lincoln Office

Applicant #	12
-------------	----

Brad Yost Const. Co. \$ 34,064.00

Doty Const. Co.

E-Z Const. Co \$ 37,647.50

Hays Siding & Const.

Hinrichsen Const. Co.

Home Solutions of NE

McNealy Const. Co.

North Star Const. Co.

Quality Remodeling \$ 36,513.40

S & M Const. Co.

(NOTE: prices contain
A 10% contingency fund)

SEND D Est. \$ 24,995.00

HOUSING REHABILITATION PROGRAM

CHANGE ORDER C.O. # 2

A. Application No. 12-AUB-08 Contractor: Brad Yost Const. Co.

Owner: Skye Rosno & Matthew Palmteron Address: P O Box 673

Address: 1603 16th Street City/Village Nebraska City, NE 68410

City/Village: Auburn, NE County work was done in: Nemaha

B. The Contractor agrees to provide all labor and materials to perform the changes, additions or deletions to the Contract as follows:

See page 2 of 3 & Page 3 of 3 for deletions and additions.

C. Total changes in the Contract sum: + \$ 1,550.00

D. Total of the revised Contract is: \$ 18,023.00

E. The indicated changes listed herein shall be considered an integral part of the Contract between the Homeowner and the Contractor and shall supersede prior provisions in the event of conflict.

F. Accepted by:

Owner: *Skye Rosno* Date: 7/24/13

Contractor: *Brad Yost* Date: 7/24/13

O/A Representative: *BLD* Date: 7/24/2013

Change Order # 2, cont'd

Contract total..... \$ 16,473.00
Minus Contingency fund.. - 1,690.00

Base Bid..... \$ 14,783.00

Delete the following from the contract:

1. Line item 4B. S.W. BEDROOM CARPET Remove all articles
in the bedroom. Ensure that tack strip is present, stretch carpet
and tuck behind tack strip reinstall all removed articles..... - 160.00

Adjusted Base..... \$ 14,623.00

Add the following to the contract:

1. BB. NEW CARPET IN S.W. BEDROOM

Remove all furniture and articles in the living room. Remove the
existing carpet, pad and tack strip. Install new tack strip, new 1/2" pad
and install a new jute back carpet to be stretched in place. Cost
allowance for carpet is \$ 20/square yard not including the cost of
installation. Color and pattern, choice of the homeowner..... + 480.00

2. ADDITIONAL COST ON CARPET IN S.W. BEDROOM

Show here the additional cost for new carpet in the S.W. bedroom
where originally underlayment and vinyl flooring was going
to be installed in bedroom closet and extend approx 2 feet in
front of the closet for the washer and dryer..... + 145.00

**3. MOVING AND SETTING UP WASHER AND DRYER
IN BASEMENT.**

Cost of moving the washer and dryer from the S.W. bedroom
To the South wall of the basement. To install a dryer vent damper
With hood through the box sill of the basement, install a new
Flex dryer vent from the dryer to the vent damper in box sill
And fasten. Remove the water lines from the closet of the S.W.
Bedroom and cap off water lines below the floor joists. Remove
110 receptacle if not in the wall and remove the 220 receptacle
In the closet. Plug all holes in the floor and finish off the closet
Walls where dryer vent was located, tape and finish smooth. Install
Insulation in exterior wall, install new siding on the exterior..... + 525.00.

4. Cost of replacing the existing central air unit with a new
Central air unit and to recharge the line (220 shut-off is present)..... + 1,660.00

Change Order # 2, cont'd

1. AA. PAINTING OF GUTTERS & DOWNSPOUTS

Remove all loose paint on the gutters and downspouts and extensions on the house and attached garage, install a metal primer and install two coats of paint..... + 590.00

Contract total----- \$ 18,023.00

APPLICATION FOR PAYMENT NO. ONE

To: City of Auburn, Nebraska
 From: M.E. Collins Contracting, Inc., PO Box 83, Wahoo, Nebraska 68446
 Contract For: "2012 "P" Street Box Culvert for the City of Auburn, Nebraska"
 ENGINEER's Project No. 100112
 For Work accomplished through the date of: 30-Sep-13

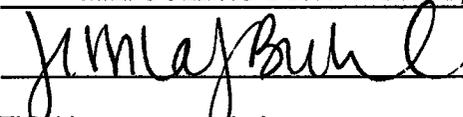
1. Original Contract Price:	\$149,865.05
2. Net change by Change Orders and Written Amendments (+ or -):	\$ 2,727.70
3. Current Contract Price (1 plus 2):	\$ 152,592.75
4. Total completed and stored to date:	\$ 152,592.75
5. Percent of Project Completed <u>100%</u>	
6. Retainage (per agreement):	
<u>2%</u> of completed Work and Stored Materials: <u>\$ 3,051.86</u>	
(10% of the first 50% of work completed & stored)	
Total Retainage:	\$ 3,051.86
7. Total completed and stored to date less retainage (4 minus 6):	\$ 149,540.90
8. Less previous Application for Payments:	\$ -
9. DUE THIS APPLICATION (7 MINUS 8):	\$ 149,540.90

Accompanying Documentation:

CONTRACTOR'S Certification:

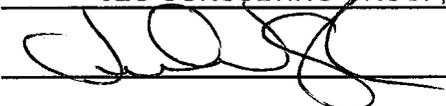
account of Work done under the Contract referred to above have been applied on account to discharge CONTRACTOR's legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered 1 through 1 inclusive; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective.

Dated: 10.1.13 M.E. COLLINS CONTRACTING, INC.

By: 

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated: 10-1-13 JEO CONSULTING GROUP, INC.

By: 

APPLICATION APPROVED BY:

By: _____
 Title: _____

Date: _____

ATTEST:

By: _____

Title: _____

CONTRACTOR'S PROGRESS ESTIMATE

Owner: City of Auburn, Nebraska

Date: September 30, 2013

Project: "2012 "P" Street Box Culvert

Estimate No.: One

Contractor: M.E. Collins Contracting, Inc.
980 E 25th Street, PO Box 83
Wahoo, NE 68066

JEO Project No.: 100112

ITEM NO.	CONTRACT QTY	UNIT	DESCRIPTION	QTY TO DATE	UNIT PRICE	TOTAL
GROUP "A": Grading Items						
1	1	LS	Mobilization	1	\$1,276.00	\$1,276.00
2	1	LS	General Clearing & Grubbing	1	\$1,570.00	\$1,570.00
3	1	EA	Large Tree Removal	1	\$294.00	\$294.00
4	712	CY	Earthwork Measured in Embankment (EQ)	712	\$13.40	\$9,540.80
5	438	SY	Erosion Control Type 1D	438	\$1.80	\$788.40
6	145	SY	Erosion Control Type 2B	145	\$6.00	\$870.00
7	730	LF	Fabric Silt Fence	730	\$4.10	\$2,993.00
8	0.40	AC	Seeding	0.4	\$7,165.00	\$2,866.00
9	1	LS	Temporary Traffic Control	1	\$3,187.00	\$3,187.00
10	93	TONS	Gravel Surfacing	93	\$26.40	\$2,455.20
11	1,380	SF	Remove, Stockpile & Replace Limestone Ditch Liner	1,380	\$2.00	\$2,760.00
Subtotal Group A						\$28,600.40
GROUP "B": Culvert Items						
1	1	LS	Mobilization	1	\$3,337.00	\$3,337.00
2	1	LS	Remove Existing Bridge	1	\$5,889.00	\$5,889.00
3	1	LS	Culvert Excavation	1	\$4,966.00	\$4,966.00
4	159	CY	Class 47BX-3000 Concrete for Box Culvert	159	\$334.00	\$53,106.00
5	27,269	LBS	Reinforcing Steel	27,269	\$1.25	\$34,086.25
6	37	TONS	Crushed Rock for Stabilization	37	\$49.30	\$1,824.10
7	34	LF	18" CMP	34	\$33.00	\$1,122.00
8	39	LF	24" CMP	39	\$39.70	\$1,548.30
9	1	EA	24" Metal FES	1	\$251.00	\$251.00
Subtotal Group B						\$106,129.65

GROUP "C": Waterline Items						
1	1	LS	Mobilization	1	\$1,000.00	\$1,000.00
2	149	LF	6" PVC Water Main	149	\$65.00	\$9,685.00
3	1	EA	Connect to Existing Waterline	1	\$750.00	\$750.00
4	1	EA	Connect to Waterline (wet tap)	1	\$1,500.00	\$1,500.00
5	1	EA	6" Gate Valve & Box	1	\$1,000.00	\$1,000.00
6	4	EA	6" x 45° Fittings	4	\$300.00	\$1,200.00
Subtotal Group C						\$15,135.00
TOTAL GROUPS A, B & C						\$149,865.05
CHANGE ORDER NO. 1 - NET ADD						\$2,727.70
TOTAL GROUPS A, B & C AND CHANGE ORDER NO. 1						\$152,592.75

CHANGE ORDER NO. 1

DATE OF ISSUANCE: September 30, 2013 EFFECTIVE DATE: September 30, 2013

OWNER: city of Auburn, Nebraska

CONTRACTOR: M.E. Collins Contracting Co., Inc.

Project: 2012 "P" Street Box Culvert

JEO Project No.: 100112

ENGINEER: JEO Consulting Group, Inc.

You are directed to make the following changes in the Contract Documents:

Description: Remove gravel surfacing & use white rock instead. Final quantity adjustments.

Reason for Change Order: Change of material & final quantity adjustments

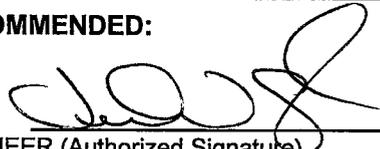
Attachments: (List documents supporting change)

Rock tickets for white rock

CHANGE IN CONTRACT PRICE:	
Original Contract Price	
\$ <u>149,865.05</u>	
Net Increase (Decrease) from previous Change Orders	
No.: <u> </u> to <u> </u> :	
\$ <u> -</u>	
Contract Price prior to this Change Order:	
\$ <u>149,865.05</u>	
Net (increase) decrease of this Change Order:	
\$ <u>2,727.70</u>	
Contract Price with all approved Change Orders:	
\$ <u>152,592.75</u>	

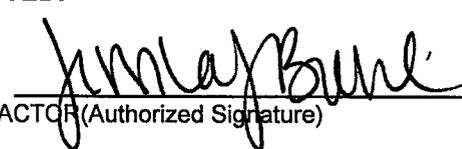
CHANGE IN CONTRACT TIMES:	
Original Contract Times:	
Ready for final payment: _____	
(days or dates)	
Net change from previous	
Change Orders No.: <u> </u> to <u> </u> :	
Ready for final payment: _____	
(days)	
Contract Times prior to this Change Order:	
Ready for final payment: _____	
(days or dates)	
Net increase (decrease) this Change Order:	
Ready for final payment: <u>No Change</u>	
(days or dates)	
Contract Times with all approved Change Orders:	
Ready for final payment: _____	
(days or dates)	

RECOMMENDED:

By: 
ENGINEER (Authorized Signature)

Date: 10/1/13

ACCEPTED:

By: 
CONTRACTOR (Authorized Signature)

APPROVED:

By: _____
OWNER (Authorized Signature)

Date: _____

Date: 10.1.13

**2012 "P" STREET BOX CULVERT
AUBURN, NEBRASKA
Project No. 100112**

September 30, 2013

CHANGE ORDER NO. 1

Owner: City of Auburn
1101 "J" Street
Auburn, NE 68305-1532

Contractor: M.E. Collins Contracting Co., Inc.
PO Box 83
Wahoo, NE 68066

ORIGINAL CONTRACT AMOUNT: \$149,865.05

ITEM NO.	QTY	UNIT	DESCRIPTION	UNIT PRICE	ADD	DEDUCT
GROUP "A" - GRADING ITEMS						
CO1.1	106.15	TN	Nebraska Surface Course	\$38.70	\$4,108.01	
3	3	EA	Large Tree Removal	\$294.00	\$882.00	
8	374	LF	Silt Fence	\$4.10		\$1,533.40
10	93	TN	Gravel Surfacing	\$26.40		\$2,455.20
TOTAL GROUP "A"					\$4,990.01	\$3,988.60
GROUP "B" - CULVERT ITEMS						
6	23.15	TN	Crushed Rock for Stabilization	\$49.30	\$1,141.30	
TOTAL GROUP "B"					\$1,141.30	\$0.00
GROUP "C" - WATER LINE ITEMS						
2	9	LF	6" PVC Water Main	\$65.00	\$585.00	
TOTAL GROUP "C"					\$585.00	\$0.00
TOTAL ADD - CHANGE ORDER NO. 1					\$6,716.30	
TOTAL DEDUCT - CHANGE ORDER NO. 1						\$3,988.60
TOTAL CHANGE ORDER NO. 1 - NET ADD					\$2,727.70	
NEW CONTRACT AMOUNT					\$152,592.75	

ORDINANCE NO. 9 -13
OF

THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA

AN ORDINANCE TO ADD SECTION 51.006 - "WATER INFRASTRUCTURE" TO CHAPTER 51: WATER REGULATIONS OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, CODE OF ORDINANCES, WITHIN "GENERAL PROVISIONS". TO INSURE THAT THE CITY OF AUBURN IS ABLE TO MAINTAIN FUNDING TO PROVIDE SAFE, CLEAN, AND TREATED DRINKING WATER FOR THE BENEFIT OF THE CITIZENS OF THE CITY TODAY AND INTO THE FUTURE.

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA:

SECTION 51.006 - WATER INFRASTRUCTURE:

(A) The City of Auburn, Nebraska, through its Board of Public Works, shall assess a minimum fee of \$1,500.00 for each newly plotted lot or any new lot created by a re-plot, as a special assessment attached to the real estate for the purpose of creating funds to allow the City to better insure that the infrastructure will be maintained for clean, safe and treated drinking water for the citizens of Auburn, Nebraska.

(B) The minimum fee is \$1,500.00 per newly plotted lot (whether newly developed or by re-plot) and an additional \$.10 per square foot for any lot over 1,500 square feet.

(C) The above fees will be payable to the Board of Public Works upon the lot(s) being transferred to new ownership or when developed. This fee does not include any connection or tapping fees which are included in the rate schedule of the Board of Public Works.

(D) The equivalent fee as stated hereinabove shall be paid for connection and service for any property outside City corporate limits prior to water service being established or provided by the City/Board of Public Works.

Passed and Approved this ____ day of _____, 2013.

J. Scott Kudrna, Mayor of
the City of Auburn, Nebraska

ATTEST:

Sherry Heskett, Municipal Clerk
of the City of Auburn, Nebraska

(SEAL)

ORDINANCE NO. 10 -13
OF
THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA

AN ORDINANCE TO ADD SECTION 90.02 TO THE CITY OF AUBURN, NEBRASKA, CODE OF ORDINANCES TO ESTABLISH REGULATIONS AND RESTRICTIONS FOR THE PRESERVATION OF STOCKED WIPERS IN THE ROTARY-ISLAND LAKE; TO ESTABLISH A PENALTY FOR VIOLATION OF THE SAME; TO REPEAL ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; TO DECLARE AN EFFECTIVE DATE FOR THIS ORDINANCE AND PUBLICATION THEREOF.

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA:

SECTION 1. Section 90.02 of the City of Auburn, Nebraska, Code of Ordinances is added to read as follows:

"90.02 PRESERVATION OF STOCKED WIPER FISH IN THE ROTARY-ISLAND LAKE FROM PREMATURE HARVEST.

(A) It shall be unlawful to prematurely harvest, capture or in any way take small "Wiper" fish from the lake without said Wiper fish being at least 21-inches in length.

(B) There shall be a daily bag limit of one (1) fish over 18-inches in length (or at least 21-inches in length for a Wiper fish), per day, per licensed/legally authorized individual.

(C) Daily bag limit shall be defined as the number of fish that may be taken by all legal methods (combined) from open to close. Any fish that is not to be counted in the bag limit must be returned immediately into the water with as little injury as possible. Any organism placed a stringer or in a container, or not returned immediately into the water must be counted in the bag limit. Any fish in possession while actively fishing will be subject to length and bag limits that apply herein.

(D) Any person who violates any of the above stated provisions as provided by City Code, commits an offense and shall be subject to penalty as described in §10.99 General Penalty."

SECTION 2. Any Ordinances or parts thereof passed and approved prior to the passage, approval and publication or posting of this Ordinance that are in conflict herewith, are hereby repealed.

SECTION 3. That this Ordinance shall be in full force and effect from and after passage, approval and publication according to law.

SECTION 4. If any section, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court or competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Passed and Approved this 14th day of October, 2013.

J. Scott Kudrna, Mayor of
the City of Auburn, Nebraska

ATTEST:

Sherry Heskett, Municipal Clerk
of the City of Auburn, Nebraska

=====
Mail to: Angelo M. Ligouri
P.O. Box 99, Auburn, NE. 68305

RESOLUTION NO. 22 -13

BE IT RESOLVED by the Mayor and City Council of the City of Auburn, as follows:

Pursuant to the provisions of Auburn City Code Section 51.028, as amended, and Nebraska Revised Statute Section 17-538, the City Council approves the unpaid and delinquent Water accounts due and owing to the Board of Public Works, Auburn, Nebraska. The City Clerk shall certify said accounts to the Nemaha County Clerk to be filed as a lien against the below identified real estate and collected as a special tax in the manner provided by law.

(1) John Lindinger, 712 10th Street, Auburn, Nebraska, Lot 9, Block 8, Howe & Nixon Addition to Auburn, Nemaha County, Nebraska, in the amount of \$38.10;

(2) Betty Banks, 1202 11th Street, Auburn, Nebraska, Lot 12, Block 12, Sheridan Addition to Auburn, Nemaha County, Nebraska, in the amount of \$50.70;

(3) Charles Nixon, 1107 Central Avenue, Auburn, Nebraska, Lots 3 & 4, Block 2, Howe, Nixon & Wilson Addition to Auburn, Nemaha County, Nebraska, in the amount of \$38.10;

(4) Roy & Jodi Heard, 1211 14th street, Auburn, Nebraska, Lot 4, Block 11, Howe, Nixon & Wilson Addition to Auburn, Nemaha County, Nebraska, in the amount of \$38.10;

(5) John Lindinger, 906 15th Street, Auburn, Nebraska, Lot 11, Block 22, Howe & Nixon Addition to Auburn, Nemaha County, Nebraska, in the amount of \$38.10;

(6) Dale Dettman, 1010 15th Street, Auburn, Nebraska, E35' of Lot 10, Block 9, Howe, Nixon, & Wilson Addition to Auburn, Nemaha County, Nebraska, in the amount of \$38.10;

(7) Edward E. Jarrett, 1807 "L" Street, Auburn, Nebraska, S60' of Lots 5 & 6, Block 26, Howe, Nixon & Wilson Addition to Auburn, Nemaha County, Nebraska, in the amount of \$38.10;

(8) The Estate of Robert Lee Alexander, 1912 "K" Street, Auburn, Nebraska, East 80' of Lots 4 & 5 (Tract B Replat), Block 2, Calvert First Addition to Auburn, Nemaha County, Nebraska in the amount of \$38.10;

(9) Dale Quinn, 1514 23rd Street, Auburn, Nebraska, E1/2 of Lots 7 & 8, Block 8, Courthouse Addition to Auburn, Nemaha County, Nebraska, in the amount of \$38.10;

(10) John Lindinger, 2510 "O" Street, Auburn, Nebraska, Lot 3, Block 19, Calvert Addition to Auburn, Nemaha County, Nebraska, in the amount of \$38.10; and,

(11) Eugene Pegler, 1803 "P" Street, Auburn, Nebraska, N33' of Lot 10 & S 34' of Lot 11, Block 24, Reed & Gilmore Addition to Auburn, Nemaha County, Nebraska, in the amount of \$38.10.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Auburn, Nebraska.

PASSED and APPROVED, this 14th day of October, 2013.

J. Scott Kudrna, Mayor of the
City of Auburn, Nebraska

ATTEST:

Sherry Heskett, Municipal Clerk
of the City of Auburn, Nebraska

(Seal)

=====
Mail to: Angelo M. Ligouri
P.O. Box 99, Auburn, NE. 68305

RESOLUTION NO. 23 -13

BE IT RESOLVED by the Mayor and City Council of the City of Auburn, as follows:

Pursuant to the provisions of Auburn City Code Section 53.30, as amended, and Nebraska Revised Statute Section 17-925.01, the City Council approves the below stated unpaid and delinquent Sewer accounts due and owing to the Board of Public Works, Auburn, Nebraska. The City Clerk shall certify said items to the Nemaha County Clerk to be filed as a lien against the below identified real estate and collected as a special tax in the manner provided by law.

(1) John Lindinger, 712 10th Street, Auburn, Nebraska, Lot 9, Block 8, Howe & Nixon Addition to Auburn, Nemaha County, Nebraska, in the amount of \$63.00;

(2) Betty Banks, 1202 11th Street, Auburn, Nebraska, Lot 12, Block 12, Sheridan Addition to Auburn, Nemaha County, Nebraska, in the amount of \$91.02;

(3) Charles Nixon, 1107 Central Avenue, Auburn, Nebraska, Lots 3 & 4, Block 2, Howe, Nixon & Wilson Addition to Auburn, Nemaha County, Nebraska, in the amount of \$63.00;

(4) Roy & Jodi Heard, 1211 14th Street, Auburn, Nebraska, Lot 4, Block 11, Howe, Nixon & Wilson Addition to Auburn, Nemaha County, Nebraska, in the amount of \$63.00;

(5) John Lindinger, 906 15th Street, Auburn, Nebraska, Lot 11, Block 22, Howe & Nixon Addition to Auburn, Nemaha County, Nebraska, in the amount of \$63.00;

(6) Dale Dettman, 1010 15th Street, Auburn, Nebraska, E35' of Lot 10, Block 9, Howe, Nixon, & Wilson Addition to Auburn, Nemaha County, Nebraska, in the amount of \$63.00;

(7) Edward E. Jarrett, 1807 "L" Street, Auburn, Nebraska, S60' of Lots 5 & 6, Block 26, Howe, Nixon & Wilson Addition to Auburn, Nemaha County, Nebraska, in the amount of \$63.00;

(8) The Estate of Robert Lee Alexander, 1912 "K" Street, Auburn, Nebraska, East 80' of Lots 4 & 5 (Tract B Replat), Block 2, Calvert First Addition to Auburn, Nemaha County, Nebraska in the amount of \$63.00;

(9) Dale Quinn, 1514 23rd Street, Auburn, Nebraska, E1/2 of Lots 7 & 8, Block 8, Courthouse Addition to Auburn, Nemaha County, Nebraska, in the amount of \$63.00;

(10) John Lindinger, 2510 "O" Street, Auburn, Nebraska, Lot 3, Block 19, Calvert Addition to Auburn, Nemaha County, Nebraska, in the amount of \$63.00; and,

(11) Eugene Pegler, 1803 "P" Street, Auburn, Nebraska, N33' of Lot 10 & S 34' of Lot 11, Block 24, Reed & Gilmore Addition to Auburn, Nemaha County, Nebraska, in the amount of \$63.00.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Auburn, Nebraska.

PASSED and APPROVED, this 14th day of October, 2013.

J. Scott Kudrna, Mayor of the
City of Auburn, Nebraska

ATTEST:

Sherry Heskett, Municipal Clerk
of the City of Auburn, Nebraska

(Seal)



City of Auburn

1101 J Street
Auburn, Nebraska 68305

October 14, 2013

402-274-3420
402-274-4154 fax
www.auburn.ne.gov

**Street Department Activity Report
(September 2013)**

MAYOR

Scott Kudrna

COUNCIL MEMBERS

Katy Billings

Shawn Clark

Tom Clark

Larry Holtzman

Rick Janssen

Jeff Jeanneret

- Appliance and Furniture Recycle Lot – 5 times
- Brush Lot – 5 times
- Worked on equipment at city shop
- Garbage run at parks/lake/business area (weekly)
- Cleaned storm drains
- Mowing and weed eating
- Trimmed trees in city right of way
- Removed dead tree at Rotary Lake
- Removed 2 trees in right of way
- Street Repair at 17th & G Streets (22 yards of concrete)
- Planted 17 trees in the right of way area for the 2013 Tree Planting Program
- Installed a tube between 27th & R Streets and 27th & Q Streets, and rebuilt road and rocked
- Rebuild road at 27th & Q Streets to 27th & S Streets, and rocked

Harry Bridgmon
Street Commissioner



AGENDA ITEM
NO

26

Auburn Memorial Library

1810 Courthouse Ave
Auburn, NE 68305

City Council Report October 2013

- Preschool storytime started October 8th and will run for each Tuesday for six weeks at 10:30 a.m.
- The library will be hosting a local author book signing on Saturday, October 12th from 11-3. Kurt Newman will be signing his first book.
- Friends of the Library will have their used book sale October 14th – 19th.
- This year for SENCA the library is doing the "Giving tree". We are collecting all sorts of items through November 30th.

Statistical Report:

<u>Date:</u>	<u>Circulation:</u>	<u>Patrons:</u>	<u>Money to City:</u>	<u>Computer Use:</u>
September 2013	4,142	2,392	\$687.65	482
September 2012	4,331	2,295	\$718.37	402
August 2013	4,550	2,827	\$667.90	559
August 2012	4,749	2,738	\$766.05	517

AGENDA ITEM NO. 26

Budget Reports Submitted by City Treasurer
Receipts by Department

CITY OF AUBURN
BUDGET REPORT
CALENDAR 9/2013, FISCAL 12/2012

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-00-3100	GEN FEDERAL REVENUES	20,000.00	.00	4,920.35	24.60	15,079.65
01-00-3200	GEN STATE EQUALIZATION	198,044.58	30,031.48	202,006.21	102.00	3,961.63-
01-00-3202	GEN STATE MOTOR VH FEE	.00	.00	.00	.00	.00
01-00-3203	GEN MTR VEHICLE PRORATE	1,800.00	.00	1,760.76	97.82	39.24
01-00-3204	GEN STATE AID	1,150.00	.00	1,111.00	96.61	39.00
01-00-3205	GEN STATE MIRF	.00	.00	.00	.00	.00
01-00-3208	GEN OTHER STATE	25,000.00	.00	25,954.11	103.82	954.11-
01-00-3301	GEN LICENSES & PERMITS	17,000.00	443.00	13,390.00	78.76	3,610.00
01-00-3306	GEN REIM/REFUNDS	7,000.00	2,096.30	5,729.87	81.86	1,270.13
01-00-3310	GEN FRANCHISE FEES	67,000.00	695.93	72,181.91	107.73	5,181.91-
01-00-3311	GEN IN LIEU OF TAXES	.00	.00	.00	.00	.00
01-00-3312	GEN BPW REVENUE PAYMENT	116,000.00	10,337.44	113,336.97	97.70	2,663.03
01-00-3314	GEN ST LIC AND CITY FINES	3,500.00	.00	2,920.00	83.43	580.00
01-00-3325	GEN TICKET SALES	42,000.00	90.00	45,849.55	109.17	3,849.55-
01-00-3326	GEN CONCESSIONS	600.00	35.00	12,002.29	2,000.38	11,402.29-
01-00-3327	GEN LESSONS	7,000.00	.00	6,000.00	85.71	1,000.00
01-00-3331	GEN FINANCING	.00	.00	.00	.00	.00
01-00-3332	GEN SALE OF MUNI PROPERTY	1,500.00	848.00	4,588.71	305.91	3,088.71-
01-00-3335	GEN CITY SALES TAX	350,000.00	29,373.69	368,590.36	105.31	18,590.36-
01-00-3340	GEN INTEREST	2,200.00	140.96	1,652.62	75.12	547.38
01-00-3342	GEN PROGRAM & USE FEES	7,000.00	670.00	6,240.00	89.14	760.00
01-00-3346	GEN FOOTBALL PROGRAM REV	.00	.00	.00	.00	.00
01-00-3347	GEN GRANTS/DONATIONS	4,000.00	.00	.00	.00	4,000.00
01-00-3350	GEN MFO	8,768.97	.00	8,768.97	100.00	.00
01-00-3351	GEN PROPERTY TAXES	510,563.00	123,129.80	538,976.02	105.57	28,413.02-
01-00-3352	GEN MTR VEHICLE TAXES	65,000.00	6,775.69	67,902.02	104.46	2,902.02-
01-00-3359	GEN CO TREAS OTHER	100.00	25.94	108.70	108.70	8.70-
01-00-3360	GEN MISC REVENUES	7,000.00	602.15	7,693.41	109.91	693.41-
01-00-3361	FIRE PROPERTY TAXES	43,060.00	9,899.92	43,327.24	100.62	267.24-
01-00-3362	FIRE MTR VEHICLE TAXES	.00	.00	.00	.00	.00
01-00-3363	FIRE MTR VEHICLE PRORATE	150.00	.00	141.58	94.39	8.42
01-00-3368	FIRE OTHER STATE	2,050.00	.00	2,086.81	101.80	36.81-
01-00-3369	FIRE CO TREAS OTHER	8.00	2.09	8.74	109.25	.74-
01-00-3900	GRANT PROGRAMS	.00	.00	.00	.00	.00
		=====	=====	=====	=====	=====
	DIFFERENCE	1,507,494.55	215,197.39	1,557,248.20	103.30	49,753.65-
		=====	=====	=====	=====	=====
		=====	=====	=====	=====	=====
	PROOF	1,507,494.55	215,197.39	1,557,248.20	103.30	49,753.65-
		=====	=====	=====	=====	=====

CITY OF AUBURN
BUDGET REPORT
CALENDAR 9/2013, FISCAL 12/2012

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
03-00-3100	STREET FEDERAL REVENUES	.00	.00	.00	.00	.00
03-00-3200	STREET STATE EQUALIZATION	.00	.00	.00	.00	.00
03-00-3201	STREET HIGHWAY ALLOCATION	290,000.00	26,659.08	313,186.07	108.00	23,186.07-
03-00-3202	STREET STATE MOTOR VEHICLE FEE	26,500.00	.00	27,226.63	102.74	726.63-
03-00-3203	STREET MTR VEHICLE PRORAT	.00	.00	.00	.00	.00
03-00-3208	STREET OTHER STATE REV	.00	.00	307.95	.00	307.95-
03-00-3306	STREET REIM/REFUNDS	.00	.00	.00	.00	.00
03-00-3311	STREET IN LIEU OF TAXES	.00	.00	.00	.00	.00
03-00-3321	STREET PAV/WATER/SEWER	.00	.00	.00	.00	.00
03-00-3331	STREET BOND ISSUE	.00	.00	.00	.00	.00
03-00-3332	STREET SALE OF MUNI PROP	.00	.00	.00	.00	.00
03-00-3335	STREET CITY SALES TAX	50,000.00	6,632.81	63,027.35	126.05	13,027.35-
03-00-3340	STREET INTEREST	.00	.00	.00	.00	.00
03-00-3351	STREET PROPERTY TAXES	.00	.00	.00	.00	.00
03-00-3352	STREET MTR VEHICLE TAXES	.00	.00	.00	.00	.00
03-00-3359	STREET CO TREAS OTHER	.00	.00	.00	.00	.00
03-00-3360	STREET MISC REVENUES	.00	.00	312.10	.00	312.10-
	DIFFERENCE	366,500.00	33,291.89	404,060.10	110.25	37,560.10-
	PROOF	366,500.00	33,291.89	404,060.10	110.25	37,560.10-

CITY OF AUBURN
BUDGET REPORT
CALENDAR 9/2013, FISCAL 12/2012

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
04-00-3321	PAVING WATER SEWER	44,700.00	.00	80,918.26	181.03	36,218.26-
04-00-3331	BOND ISSUE	.00	.00	.00	.00	.00
04-00-3360	MISC REVENUES	.00	.00	.00	.00	.00
	DIFFERENCE	44,700.00	.00	80,918.26	181.03	36,218.26-
	PROOF	44,700.00	.00	80,918.26	181.03	36,218.26-

AGENDA ITEM NO. 26

Budget Reports Submitted by City Treasurer
Expenditures by Department

CITY OF AUBURN
BUDGET REPORT
CALENDAR 9/2013, FISCAL 12/2012

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-00-4101	GEN SALARIES	117,000.00	9,750.23	117,668.76	100.57	668.76-
01-00-4102	GEN HEALTH INSURANCE	27,474.88	1,369.22	18,093.27	65.85	9,381.61
01-00-4103	GEN LIFE INSURANCE	1,200.00	74.04	873.42	72.79	326.58
01-00-4104	GEN PENSION PLAN	6,000.00	.00	4,489.25	74.82	1,510.75
01-00-4105	GEN WORKMEN COMP	775.00	.00	253.98-	32.77-	1,028.98
01-00-4106	GEN UNEMPLOYMENT	.00	.00	.00	.00	.00
01-00-4108	GEN FLEX SPENDING PLAN	950.00	69.50	834.00	87.79	116.00
01-00-4111	GEN FICA MATCH	9,000.00	723.15	8,706.91	96.74	293.09
01-00-4201	GEN LEGAL EXPENSES	25,000.00	2,429.55	25,371.53	101.49	371.53-
01-00-4202	GEN UTILITIES	8,500.00	782.11	8,041.85	94.61	458.15
01-00-4203	GEN INSURANCE	8,200.00	.00	10,628.73	129.62	2,428.73-
01-00-4204	GEN MEMBERSHIPS/SUBSCRIP	8,000.00	4,182.00	7,717.00	96.46	283.00
01-00-4205	GEN MEETING EXPENSES	4,000.00	81.04	2,014.53	50.36	1,985.47
01-00-4206	GEN SERVICES	37,000.00	912.20	31,463.45	85.04	5,536.55
01-00-4208	GEN BLDG & GROUNDS MAINT	5,000.00	1,991.78	4,302.28	86.05	697.72
01-00-4209	GEN EQUIP & EQUIP MAINT	5,000.00	794.43	6,482.42	129.65	1,482.42-
01-00-4217	GEN ECONOMIC DEVELOP	2,000.00	.00	2,000.00	100.00	.00
01-00-4218	GEN STATUTES & REFERENCE	275.00	.00	118.00	42.91	157.00
01-00-4223	GEN TREE PROGRAM	4,275.00	883.03	3,571.98	83.56	703.02
01-00-4230	GEN SALES TAX	.00	.00	.00	.00	.00
01-00-4240	GEN REIM/REFUNDS	200.00	.00	13.29	6.65	186.71
01-00-4245	GEN ST LIC AND CITY FINES	3,500.00	.00	3,362.50	96.07	137.50
01-00-4250	GEN SUPPLIES/MATERIALS	8,000.00	327.51	5,412.92	67.66	2,587.08
01-00-4289	GEN SAFETY PROGRAM	.00	.00	187.00	.00	187.00-
01-00-4299	GEN MISC EXPENSES	500.00	.00	495.39	99.08	4.61
01-00-4400	GEN CAPITAL OUTLAYS	.00	.00	.00	.00	.00
01-00-4500	GENERAL DEBT RETIRE PRINC	140,000.00	.00	140,000.00	100.00	.00
01-00-4600	GEN DEBT RETIRE-INTEREST	2,500.00	.00	2,500.00	100.00	.00
01-00-4700	GEN BOND FEES	.00	.00	.00	.00	.00
01-00-4800	GEN GRANT & SPECIAL PROJECTS	172,000.00	505.89	27,334.23	15.89	144,665.77
	DIFFERENCE	596,349.88	24,875.68	431,428.73	72.34	164,921.15
	PROOF	596,349.88	24,875.68	431,428.73	72.34	164,921.15

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ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-02-4101	POLICE SALARIES	196,000.00	.00	61,823.55	31.54	134,176.45
01-02-4102	POLICE HEALTH INSURANCE	57,750.00	.00	11,151.48	19.31	46,598.52
01-02-4103	POLICE LIFE INSURANCE	1,225.00	.00	275.51	22.49	949.49
01-02-4104	POLICE PENSION PLAN	11,760.00	.00	1,883.51	16.02	9,876.49
01-02-4105	POLICE WORKMEN COMP	7,000.00	.00	537.96-	7.69-	7,537.96
01-02-4106	POLICE UNEMPLOYMENT	.00	.00	.00	.00	.00
01-02-4107	POLICE UNIFORM ALLOWANCE	3,600.00	.00	243.94	6.78	3,356.06
01-02-4108	POLICE FLEX SPENDING PLAN	.00	.00	.00	.00	.00
01-02-4111	POLICE FICA MATCH	15,300.00	.00	3,236.34	21.15	12,063.66
01-02-4201	POLICE LEGAL EXPENSES	.00	.00	.00	.00	.00
01-02-4202	POLICE UTILITIES	1,600.00	.00	522.30	32.64	1,077.70
01-02-4203	POLICE INSURANCE	4,500.00	.00	1,893.10	42.07	2,606.90
01-02-4204	POLICE MEMBERSHIPS & SUBS	250.00	.00	.00	.00	250.00
01-02-4205	POLICE MEETING EXPENSES	3,500.00	.00	463.29	13.24	3,036.71
01-02-4206	POLICE SERVICES	50,000.00	23,583.33	226,044.98	452.09	176,044.98-
01-02-4208	POLICE BLDG & GROUNDS MAI	.00	.00	.00	.00	.00
01-02-4209	POLICE EQUIP & EQUIP MAINT	32,000.00	.00	19,536.77	61.05	12,463.23
01-02-4218	POLICE STATUTES & REFEREN	200.00	.00	.00	.00	200.00
01-02-4240	POLICE REIM/REFUNDS	.00	.00	.00	.00	.00
01-02-4250	POLICE SUPPLIES/MATERIALS	21,000.00	.00	5,000.01	23.81	15,999.99
01-02-4299	POLICE MISC. EXPENSES	300.00	.00	185.08	61.69	114.92
01-02-4400	POLICE CAPITAL OUTLAYS	.00	.00	.00	.00	.00
01-02-4500	POLICE DEBT RETIRE PRIN	.00	.00	.00	.00	.00
01-02-4800	POLICE GRANTS	.00	.00	.00	.00	.00
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	DIFFERENCE	405,985.00	23,583.33	331,721.90	81.71	74,263.10
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	PROOF	405,985.00	23,583.33	331,721.90	81.71	74,263.10
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ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-05-4101	FIRE DEPT SALARIES	5,722.68	476.89	5,722.68	100.00	.00
01-05-4103	FIRE DEPT LIFE INS	1,650.00	123.80	1,479.30	89.65	170.70
01-05-4105	FIRE DEPT WORKMEN COMP	2,000.00	.00	1,582.63	79.13	417.37
01-05-4106	FIRE DEPT UNEMPLOYMENT	.00	.00	.00	.00	.00
01-05-4110	FIRE DEPT OTHER PERSONAL	.00	.00	.00	.00	.00
01-05-4111	FIRE DEPT FICA MATCH	437.79	36.48	437.76	99.99	.03
01-05-4202	FIRE DEPT UTILITIES	6,700.00	334.70	7,823.20	116.76	1,123.20-
01-05-4203	FIRE DEPT INSURANCE	5,750.00	.00	3,846.90	66.90	1,903.10
01-05-4204	FIRE DEPT MEMBERS/SUB/RECOG	1,575.00	.00	2,453.25	155.76	878.25-
01-05-4205	FIRE DEPT MEETING EXPENSES	1,500.00	.00	1,647.90	109.86	147.90-
01-05-4206	FIRE DEPT SERVICES	400.00	.00	250.00	62.50	150.00
01-05-4208	FIRE DEPT BLDG & GROUNDS	10,000.00	6,459.00	7,853.22	78.53	2,146.78
01-05-4209	FIRE DEPT EQUIP & MAINT	8,000.00	.00	10,033.86	125.42	2,033.86-
01-05-4222	FIRE DEPT CHIEF EXPENSES	1,050.00	350.00	1,050.00	100.00	.00
01-05-4240	FIRE DEPT REIM/REFUNDS	.00	.00	.00	.00	.00
01-05-4250	FIRE DEPT SUPPLIES	2,700.00	63.19	1,789.88	66.29	910.12
01-05-4299	FIRE DEPT MISC EXPENSES	.00	.00	38.18	.00	38.18-
01-05-4400	FIRE DEPT CAPITAL OUTLAYS	20,000.00	.00	.00	.00	20,000.00
01-05-4500	FIRE DEPT DEBT SERV PRINCIP	.00	.00	.00	.00	.00
01-05-4800	FIRE DEPT GRANTS	.00	.00	.00	.00	.00
	DIFFERENCE	67,485.47	7,844.06	46,008.76	68.18	21,476.71
	PROOF	67,485.47	7,844.06	46,008.76	68.18	21,476.71

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ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-07-4101	PARKS SALARIES	19,640.00	1,670.29	15,190.90	77.35	4,449.10
01-07-4102	PARKS HEALTH INSURANCE	.00	.00	.00	.00	.00
01-07-4103	PARKS LIFE INSURANCE	.00	.00	.00	.00	.00
01-07-4104	PARKS PENSION PLAN	.00	.00	29.29	.00	29.29-
01-07-4105	PARKS WORKMEN COMP	1,000.00	.00	1,130.45	113.05	130.45-
01-07-4106	PARK UNEMPLOYMENT	.00	.00	.00	.00	.00
01-07-4108	PARK FLEX SPENDING PLAN	.00	.00	.00	.00	.00
01-07-4111	PARKS FICA MATCH	1,502.46	127.78	1,162.10	77.35	340.36
01-07-4202	PARKS UTILITIES	14,000.00	1,009.87	11,224.97	80.18	2,775.03
01-07-4203	PARKS INSURANCE	3,200.00	.00	3,333.67	104.18	133.67-
01-07-4204	PARK MEMBERSHIPS & SUB.	.00	.00	.00	.00	.00
01-07-4205	PARKS MEETING EXPENSES	.00	.00	.00	.00	.00
01-07-4206	PARKS SERVICES	.00	390.00	1,640.00	.00	1,640.00-
01-07-4208	PARKS BLDG & GROUNDS MAIN	10,000.00	4,797.30	18,290.94	182.91	8,290.94-
01-07-4209	PARKS EQUIP & MAINT	5,000.00	883.85	10,952.33	219.05	5,952.33-
01-07-4223	PARK TREE PROGRAM	.00	.00	.00	.00	.00
01-07-4230	PARKS SALES TAX/LODGING	600.00	.00	376.42	62.74	223.58
01-07-4240	PARKS REIM/REFUNDS	.00	.00	.00	.00	.00
01-07-4250	PARKS SUPPLIES & EQUIP	8,000.00	1,595.11	8,432.59	105.41	432.59-
01-07-4290	PARKS EQUIP/LAND RENTAL	.00	.00	.00	.00	.00
01-07-4299	PARKS MISC EXPENSES	500.00	.00	1,412.00	282.40	912.00-
01-07-4400	PARKS CAPITAL OUTLAYS	32,000.00	.00	34,552.00	107.98	2,552.00-
01-07-4500	PARK DEBT SERVICING PRINC.	.00	.00	.00	.00	.00
01-07-4800	PARKS GRANTS/ENGINEERING	.00	.00	.00	.00	.00
01-07-4999	PARKS TRANSFERS OUT	.00	.00	.00	.00	.00
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	DIFFERENCE	95,442.46	10,474.20	107,727.66	112.87	12,285.20-
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	PROOF	95,442.46	10,474.20	107,727.66	112.87	12,285.20-
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ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-09-4105	SR CENTER WORKMEN COMP	.00	.00	.00	.00	.00
01-09-4202	SR CENTER UTILITIES	8,000.00	705.91	5,231.69	65.40	2,768.31
01-09-4203	SR CENTER INSURANCE	2,800.00	.00	3,484.10	124.43	684.10-
01-09-4206	SR CENTER SERVICES	2,700.00	190.00	2,468.25	91.42	231.75
01-09-4208	SR CENTER BLDG & GROUNDS	5,500.00	.00	352.94	6.42	5,147.06
01-09-4209	SR CENTER EQUIP & MAINT	2,000.00	.00	2,290.44	114.52	290.44-
01-09-4250	SR CENTER SUPPLIES/MATER	300.00	.00	144.58	48.19	155.42
01-09-4299	SR CENTER MISC EXPENSES	.00	.00	.00	.00	.00
01-09-4400	SR CENTER CAPITAL OUTLAYS	.00	.00	.00	.00	.00
01-09-4999	SR CENTER TRANSFERS	9,000.00	500.00	9,000.00	100.00	.00
	DIFFERENCE	30,300.00	1,395.91	22,972.00	75.82	7,328.00
	PROOF	30,300.00	1,395.91	22,972.00	75.82	7,328.00

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ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEKXPENDED
01-51-4101	LIBRARY SALARIES	65,500.00	4,914.75	64,220.94	98.05	1,279.06
01-51-4102	LIBRARY HEALTH INSURANCE	10,709.91	613.83	7,955.78	74.28	2,754.13
01-51-4103	LIBRARY LIFE INSURANCE	480.00	20.95	251.40	52.38	228.60
01-51-4104	LIBRARY PENSION PLAN	3,046.95	.00	1,988.06	65.25	1,058.89
01-51-4105	LIBRARY WORKMEN COMP	100.00	.00	226.09	226.09	126.09-
01-51-4106	LIBRARY UNEMPLOYMENT	.00	.00	.00	.00	.00
01-51-4108	LIBRARY FLEX SPENDING	.00	.00	.00	.00	.00
01-51-4111	LIBRARY FICA MATCH	5,015.00	369.31	4,820.09	96.11	194.91
01-51-4201	LIBRARY LEGAL	.00	.00	.00	.00	.00
01-51-4202	LIBRARY UTILITIES	7,000.00	549.78	6,779.16	96.85	220.84
01-51-4203	LIBRARY INSURANCE	3,250.00	.00	3,112.93	95.78	137.07
01-51-4204	LIBRARY MEMBERSHIPS/SUB	500.00	.00	215.00	43.00	285.00
01-51-4205	LIBRARY MEETING EXPENSES	400.00	.00	69.93	17.48	330.07
01-51-4206	LIBRARY SERVICES	6,300.00	521.47	8,068.14	128.07	1,768.14-
01-51-4208	LIBRARY BLDG & GROUNDS	2,000.00	.00	3,604.08	180.20	1,604.08-
01-51-4209	LIBRARY EQUIP & MAINT	4,120.00	275.00	3,386.66	82.20	733.34
01-51-4228	LIBRARY BOOKS/AVS	14,000.00	1,022.03	16,391.65	117.08	2,391.65-
01-51-4230	LIBRARY SALES TAX	60.00	.00	57.86	96.43	2.14
01-51-4240	LIBRARY REIM/REFUNDS	.00	.00	.00	.00	.00
01-51-4250	LIBRARY SUPPLIES/MATERIALS	6,000.00	186.73	4,815.93	80.27	1,184.07
01-51-4299	LIBRARY MISC EXPENSES	500.00	.00	930.81	186.16	430.81-
01-51-4400	LIBRARY CAPITAL OUTLAYS	.00	.00	.00	.00	.00
01-51-4800	LIBRARY GRANTS	.00	.00	.00	.00	.00
01-51-4999	LIBRARY TRANS OUT (LOAN)	6,000.00	.00	.00	.00	6,000.00
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	DIFFERENCE	134,981.86	8,473.85	126,894.51	94.01	8,087.35
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	PROOF	134,981.86	8,473.85	126,894.51	94.01	8,087.35
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ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-52-4101	SWIM POOL SALARIES	50,762.00	542.57	53,678.50	105.75	2,916.50-
01-52-4105	SWIM POOL WORKMEN COMP	1,800.00	.00	1,808.72	100.48	8.72-
01-52-4107	SWIM POOL UNIFORMS	1,000.00	.00	865.00	86.50	135.00
01-52-4111	SWIM POOL FICA MATCH	3,883.30	41.51	4,106.39	105.74	223.09-
01-52-4202	SWIM POOL UTILITIES	12,000.00	1,420.87	12,084.32	100.70	84.32-
01-52-4203	SWIM POOL INSURANCE	2,100.00	.00	2,080.74	99.08	19.26
01-52-4206	SWIM POOL SERVICES	1,000.00	.00	2,671.55	267.16	1,671.55-
01-52-4208	SWIM POOL BLDG & GROUNDS	3,000.00	.00	5,464.92	182.16	2,464.92-
01-52-4209	SWIM POOL EQUIP & MAINT	13,000.00	93.58	18,949.89	145.77	5,949.89-
01-52-4230	SWIM POOL SALES TAX	2,800.00	.00	3,396.15	121.29	596.15-
01-52-4240	SWIM POOL REIM/REFUNDS	.00	.00	300.00	.00	300.00-
01-52-4250	SWIM POOL SUPPLIES/MATER	8,000.00	10.98	14,190.80	177.39	6,190.80-
01-52-4299	SWIM POOL MISC EXPENSES	250.00	.00	1,686.83	674.73	1,436.83-
01-52-4400	SWIM POOL CAPITAL OUTLAYS	.00	.00	.00	.00	.00
01-52-4999	SWIM POOL TRANSFERS OUT	.00	.00	.00	.00	.00
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	DIFFERENCE	99,595.30	2,109.51	121,283.81	121.78	21,688.51-
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	PROOF	99,595.30	2,109.51	121,283.81	121.78	21,688.51-
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ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
03-00-4101	STREET SALARIES	119,125.00	9,052.66	109,158.93	91.63	9,966.07
03-00-4102	STREET HEALTH INSURANCE	19,094.42	897.28	12,581.45	65.89	6,512.97
03-00-4103	STREET LIFE INSURANCE	600.00	43.84	526.08	87.68	73.92
03-00-4104	STREET PENSION PLAN	7,000.00	.00	4,526.94	64.67	2,473.06
03-00-4105	STREET WORKMEN COMP	9,500.00	.00	10,174.05	107.10	674.05-
03-00-4106	STREET UNEMPLOYMENT	.00	.00	335.12	.00	335.12-
03-00-4108	STREET FLEX SPENDING PLAN	.00	.00	.00	.00	.00
03-00-4110	STREET OTHER PERSONAL EX	400.00	.00	59.88	14.97	340.12
03-00-4111	STREET FICA MATCH	9,115.00	684.88	8,203.85	90.00	911.15
03-00-4201	STREET LEGAL EXPENSES	.00	.00	.00	.00	.00
03-00-4202	STREET UTILITIES	8,200.00	413.52	8,478.48	103.40	278.48-
03-00-4203	STREET INSURANCE	7,300.00	.00	7,148.83	97.93	151.17
03-00-4204	STREET MEMBERSHIPS/SUBS	.00	.00	.00	.00	.00
03-00-4205	STREET MEETING EXPENSES	.00	.00	60.00	.00	60.00-
03-00-4206	STREET SERVICES	4,300.00	.00	4,658.16	108.33	358.16-
03-00-4208	STREET BLDG & GR MAINT	500.00	.00	29.50	5.90	470.50
03-00-4219	STREET ROAD MAINT BY OTHER	.00	.00	.00	.00	.00
03-00-4220	STREET SNOW REMOVAL OTH	3,000.00	.00	3,061.25	102.04	61.25-
03-00-4230	STREET SALES TAX	.00	.00	.00	.00	.00
03-00-4231	STREET ROAD EQUIP PARTS	12,000.00	269.35	8,972.34	74.77	3,027.66
03-00-4232	STREET ROAD EQUIP LABOR	3,000.00	50.00	1,904.95	63.50	1,095.05
03-00-4233	STREET FREIGHT & EXPRESS	75.00	.00	.00	.00	75.00
03-00-4234	STREET OTHER EQUIP REPAIRS	.00	.00	6.54	.00	6.54-
03-00-4240	STREET REIM/REFUNDS	200.00	17.26	155.53	77.77	44.47
03-00-4250	STREET SUPPLIES	.00	33.03	222.64	.00	222.64-
03-00-4251	STREET POSTAGE	.00	.00	.00	.00	.00
03-00-4252	STREET OFFICE SUPPLIES	.00	.00	7.46	.00	7.46-
03-00-4254	STREET CLEANING SUPPLIES	.00	.00	.00	.00	.00
03-00-4256	STREET CHEMICAL SUPPLIES	2,500.00	.00	271.96	10.88	2,228.04
03-00-4257	STREET MEDICAL SUPPLIES	.00	.00	.00	.00	.00
03-00-4258	STREET SHOP SUPPLIES	1,200.00	30.12	1,009.57	84.13	190.43
03-00-4259	STREET SHOP TOOLS	1,000.00	6.69	639.33	63.93	360.67
03-00-4260	STREET SMALL TOOLS	.00	229.09	383.41	.00	383.41-
03-00-4265	STREET PLUMBING SUPPLIES	.00	.00	.00	.00	.00
03-00-4271	STREET GASOLINE	22,000.00	1,376.64	17,501.88	79.55	4,498.12
03-00-4272	STREET OIL/GREASE/ETC	800.00	30.00	1,561.49	195.19	761.49-
03-00-4273	STREET TIRES & TIRE REPAIR	3,000.00	.00	2,858.66	95.29	141.34
03-00-4274	STREET ASPHALTIC MATERIALS	10,000.00	824.33	22,680.07	226.80	12,680.07-
03-00-4275	STREET GRAVEL & BORROW	6,000.00	1,283.99	3,582.78	59.71	2,417.22
03-00-4276	STREET SNOW/SAFETY FENCE	.00	.00	.00	.00	.00
03-00-4277	STREET CONCRETE	10,000.00	5,431.00	7,957.88	79.58	2,042.12
03-00-4278	STREET CULVERTS	500.00	.00	.00	.00	500.00
03-00-4279	STREET STEEL PRODUCTS	150.00	58.33	100.93	67.29	49.07
03-00-4280	STREET LUMBER	100.00	38.39	38.39	38.39	61.61
03-00-4283	STREET SIGNS	500.00	.00	636.15	127.23	136.15-
03-00-4284	STREET SIGN POSTS	200.00	.00	.00	.00	200.00
03-00-4285	STREET GUIDE POSTS & DELIN	.00	.00	.00	.00	.00
03-00-4286	STREET SIGNALS	.00	.00	.00	.00	.00
03-00-4287	STREET PAVEMENT MARKING	1,200.00	375.52	1,424.43	118.70	224.43-
03-00-4288	STREET FLARES/FLAGS/BARRI	50.00	.00	.00	.00	50.00
03-00-4289	STREET SAFETY PROGRAM	350.00	39.63	178.60	51.03	171.40

CITY OF AUBURN
BUDGET REPORT
CALENDAR 9/2013, FISCAL 12/2012

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
03-00-4290	STREET EQUIP/LAND RENTAL	6,000.00	500.00	6,000.00	100.00	.00
03-00-4299	STREET MISC SUPPLIES & MAT	700.00	.00	50.25	7.18	649.75
03-00-4300	STREET CAPITAL IMPROVE.	330,000.00	2,417.50	24,011.00	7.28	305,989.00
03-00-4400	STREET CAPITAL OUTLAYS	22,000.00	.00	21,973.40	99.88	26.60
03-00-4500	STREET DEBT SERV PRINC	36,727.51	.00	36,727.51	100.00	.00
03-00-4600	STREET DEBT SERV INTEREST	6,785.38	.00	5,922.69	87.29	862.69
03-00-4700	STREET BOND/WARRANTS	.00	.00	.00	.00	.00
		=====	=====	=====	=====	=====
	DIFFERENCE	665,172.31	24,103.05	335,782.36	50.48	329,389.95
		=====	=====	=====	=====	=====
		=====	=====	=====	=====	=====
	PROOF	665,172.31	24,103.05	335,782.36	50.48	329,389.95
		=====	=====	=====	=====	=====

MONTHLY LAW ENFORCEMENT REPORT TO THE
MAYOR AND CITY COUNCIL OF THE CITY OF
AUBURN

FOR THE MONTH OF SEPTEMBER, 2013

Total Number of Calls within the City of Auburn	119
Total Number of Ordinance/Animal Calls	10
Total Number of Actual Criminal Cases Reported/Initiated	14

Respectfully submitted,



Brent Lottman
Sheriff

City of Auburn
TIF Activity
Report Date 9-30-13

AGENDA ITEM
NO 27

Date	Description	Account Activity	Auburn 1	Auburn 1 Project #2 SE Corner	Terrace Heights I	Terrace Heights II	Auburn Bowling Center I	Auburn Bowling Center II	Hemmingsen Funeral Home	Northwest Sanitary Sewer	West Project	Orschein
6/1/2013	Balance Forward	\$ 560,169.16	\$ 371,446.23	\$ 7,719.79	\$ 61,030.39	\$ 22,693.77	\$ (16,227.93)	\$ (8,560.18)	\$ 33,987.28	\$ 63,753.58	\$ 15,901.12	\$ 8,425.11
6/3/2013	Eagles Loan Payment	\$ 88.67	\$ 88.67									
6/13/2013	Co. Collections	\$ 18,438.53	\$ 11,577.43	\$ 290.97					\$ 6,570.13			
6/13/2013	Loan Payments	\$ (21,011.16)			\$ (6,741.72)	\$ (9,551.70)			\$ (4,717.74)			
6/15/2013	Orschein TIF Payment	\$ (8,425.11)										\$ (8,425.11)
6/30/2013	Interest on Acct.	\$ 68.88	\$ 46.15	\$ 0.69	\$ 6.89	\$ 1.38			\$ 4.13	\$ 7.58	\$ 2.06	
7/1/2013	Eagles Loan Payment	\$ 88.67	\$ 88.67						\$ 16.25		\$ 24.37	\$ 19.36
7/12/2013	Co. Collections	\$ 2,877.47	\$ 2,721.19	\$ 39.42	\$ 23.61	\$ 25.36	\$ 7.91				\$ (1,407.71)	
7/17/2013	Legal Expense	\$ (1,982.71)					\$ (575.00)		\$ 4.22	\$ 7.73	\$ 2.11	
7/31/2013	Interest on Acct.	\$ 70.30	\$ 47.10	\$ 0.70	\$ 7.03	\$ 1.41						
8/1/2013	Eagles Loan Payment	\$ 88.67	\$ 88.67									
8/8/2013	Co. Collections	\$ 20,309.17	\$ 1,046.42	\$ 34.21			\$ 19,228.54					
8/13/2013	Loan Payments	\$ (24,833.64)					\$ (24,833.64)					
8/13/2013	Loan Payments	\$ (4,936.95)					\$ 22,400.12	\$ (4,936.95)				
8/13/2013	Transfer		\$ (22,400.12)					\$ 13,497.13				
8/13/2013	Transfer	\$ (5,695.59)									\$ (5,695.59)	
8/13/2013	Loan Payments	\$ 69.53	\$ 45.89	\$ 0.70	\$ 6.95	\$ 1.39			\$ 4.87	\$ 8.34	\$ 1.39	
8/31/2013	Interest on Acct.	\$ (67.00)	\$ (67.00)									
9/11/2013	Publishing Expense	\$ 88.67	\$ 88.67									
9/13/2013	Eagles Loan Payment	\$ 35,924.33	\$ 25,745.23	\$ 298.19	\$ 6.87	\$ 1.37					\$ 2,055.82	\$ 7,825.09
9/13/2013	Co. Collections	\$ 68.67	\$ 45.32	\$ 1.37	\$ 6.87	\$ 1.37			\$ 4.12	\$ 7.56	\$ 1.37	\$ 0.69
9/30/2013	Interest on Acct.	\$ 571,398.56	\$ 377,111.39	\$ 8,386.04	\$ 54,340.02	\$ 13,172.98	\$	\$	\$ 35,873.26	\$ 63,784.79	\$ 10,884.94	\$ 7,845.14
	Balance											

x

x