

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.
JANUARY 8, 2018

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).**
 - Board of Adjustment
 - Adult Recreation Committee
10. **PROCLAMATION** – National Mentoring Month (January 2018).
11. **AGREEMENT with JEO Consulting Group Inc.** – Completion of a Comprehensive Plan Update, Zoning Ordinance Update, and Housing Study.
12. **ORDINANCE NO. 6-17** (2nd Reading) considering bid for the purchase of City owned real estate (through nuisance abatement) and identified by address: 722 10th Street.
13. **DRAWDOWN** for 14-DTR-107 (Downtown Revitalization Project) and related claims.
14. **MOTION TO AUTHORIZE** the Mayor to sign Project Planning Activities and Report grant (through the Clean Water State Revolving Fund – CWSRF).
15. **MOTION TO AUTHORIZE** pay off of loan with Auburn State Bank in regards to the Auburn Municipal Airport.

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

- a. Street Department
- b. Fire Department
- c. Library
- d. Treasurer
- e. Airport Report

17. **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

18. **ADJOURNMENT.**

POSSIBLE MOTION FORMAT 1-8-18

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 December 8, 2017 meeting's minutes and to approve the same as written

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).**

- Board of Adjustment
- Adult Recreation Committee

POSSIBLE ACTION: Roll call on the appointment(s)/reappointment(s)

10. **PROCLAMATION** – National Mentoring Month (January 2018).

11. **AGREEMENT with JEO Consulting Group Inc.** – Completion of a Comprehensive Plan Update, Zoning Ordinance Update, and Housing Study.

POSSIBLE MOTION: I move to approve the agreement with JEO Consulting Group Inc. for the completion of a comprehensive plan update, zoning ordinance update, and housing study

12. **ORDINANCE NO. 6-17 (2nd Reading)** considering bid for the purchase of City owned real estate (through nuisance abatement) and identified by address: 722 10th Street.

POSSIBLE ACTION: As per Ordinance Record

13. **DRAWDOWN** for 14-DTR-107 (Downtown Revitalization Project) and related claims.

POSSIBLE MOTION: I move to approve the CDBG 14-DTR-107 (Downtown Revitalization Project) drawdown and the related claims

14. **MOTION TO AUTHORIZE** the Mayor to sign Project Planning Activities and Report grant (through the Clean Water State Revolving Fund – CWSRF).

15. **MOTION TO AUTHORIZE** pay off of loan with Auburn State Bank in regards to the Auburn Municipal Airport.

POSSIBLE MOTION: I move to authorize the pay-off of the loan with Auburn State Bank in regards to the Auburn Municipal Airport

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

- a. Street Department
- b. Fire Department
- c. Library
- d. Treasurer
- e. Airport Report

17. **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

18. **ADJOURNMENT.**

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

Auburn, Nebraska
December 11, 2017

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 December 11, 2017, 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 December 8, 2017. 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, Shawn Clark, Tom Clark, Erickson, Janssen, and Jeanneret. Absent: No one.

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 Janssen moved to dispense with the reading of the November 13, 2017 meeting's 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": Shawn Clark, Tom Clark, Erickson, Janssen, Jeanneret, and Billings. The following voted "NAY": No one. Motion: Carried.

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

The following claims were presented before the Council for ratification: AFLAC, Wh-73.80; American Recycling & Sanitation, Se-632.70; Auburn Eagles, Community Betterment (4th of July)-3,000.00; Auburn State Bank, Bonds-132,181.14; Black Hills Energy, Ut-210.38; Board of Public Works, Reim-Ins-27.62; Cline William, CRA Se-1,641.72; Nemaha County Treasurer, Refund-2,079.03; Reditech, Se-199.00; Region V-SENDS, Se-735.00; The Standard, Ins-324.38; Time Warner Cable, Se-631.44; Verizon Wireless, Se-286.27; Wex Bank, Su-1,126.24; Windstream, Ut-126.52. The following claims (not previously approved by motion or resolution) were presented: Amazon, Bk-AV-418.62; American Legal Publishing, Sub-Se-399.00; Auburn Memorial Library Petty Cash, Su-66.37; Auburn Newspapers, Se-279.87; Auburn Plumbing, Htg. & AC, Se-656.23; Baker & Taylor, Bk-1,071.43; Bennets Autobody, Su-Se-152.00; Board of Public Works, Reim-Su-138.51; Bulldog Auto Supply Inc., Su-15.63; Center Point Large Print, Bk-AV-206.26; Concrete Industries Inc., Su-773.63; Demco, Su-105.63; Eakes Office Solutions, Su-588.93; Eggers Brothers Inc., Su-162.48; Filter Care, Se-Su-78.80; First National Bank Omaha, Card Transactions-1,346.85; Grainger, Su-94.75; Lynch's Hardware & Gifts, Su-59.77; Mary Kruger, Reim-38.32; Massman Nelson Reinig PC, Se-14,500.00; Nebraska Municipal Clerk Association, Mem-35.00; Nemaha County Clerk, Se-38.00; Nemaha County Sheriff, Se-18.50; Nevco Sports LLC, Equip-15,776.00; OCLC Inc., Sub-58.01; OK Tire, Se-20.00; Oriental Trading Co. Inc., Su-103.39; Overdrive Inc., Bk-AV-330.96; Ricoh USA Inc., Su-13.28; Sack Lumber Co, Su-39.95; USPS, Se-56.00; Xerox Corporation, Se-Su-418.49.

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 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. The foregoing motion was seconded by Council Member Erickson and upon roll call vote, the following Council Members voted "YEA": Erickson, Janssen, Jeanneret, Billings, Shawn Clark, and Tom Clark. The following voted "NAY": No one. Motion: Carried.

Mayor Kudrna asked for nominations for Council President. Council Member Janssen nominated Council Member Erickson and Council Member Tom Clark seconded the nomination. Upon roll call vote to elect Chris Erickson to the position of Council President, the following Council Members voted "YEA": Janssen, Jeanneret, Billings, Shawn Clark, Tom Clark, and Erickson. The following voted "NAY": No one. Chris Erickson was elected Council President.

Mayor Kudrna named the following annual appointments: City Clerk (Sherry Heskett), City Treasurer (Joseph Casey), City Attorney (Angelo Ligouri), Assistant City Attorney (Louie Ligouri), Physician (Dr. Gary Enszt), Building Inspector/Zoning Commissioner (Glen Hogue), Street Commissioner (Harry Bridgmon) and City Engineer (Evan Wickersham with JEO Consulting Group Inc). Upon calling the roll, the following Council Members voted "YEA": Jeanneret, Billings, Shawn Clark, Tom Clark, Erickson, and Janssen. The following voted "NAY": No one. Appointments: Confirmed.

Council Member Erickson moved to approve the following: "We appoint Evan B. Wickersham from JEO Consulting Group Inc. as our Street Superintendent". The foregoing motion was seconded by Council Member Jeanneret and upon roll call vote, the following Council Members voted "YEA": Billings, Shawn Clark, Tom Clark, Erickson, Janssen, and Jeanneret. The following voted "NAY": No one. Motion: Carried.

The Mayor named the following City Council Standing Committees: Street (Jeff Jeanneret, Tom Clark); Safety (Shawn Clark, Harry Bridgmon); Keep Auburn Beautiful (Jeff Jeanneret, Rick Janssen); Budget & Finance (Katy Billings, Chris Erickson); Economic Development (Katy Billings, Chris Erickson); Building/Special (Shawn Clark, Tom Clark); Legislative (Katy Billings); Property/Casualty Insurance (Rick Janssen, Shawn Clark); and Ordinance (Chris Erickson, Jeff Jeanneret, Brent Lottmann, Angelo Ligouri). Upon calling the roll, the following Council Members voted "YEA": Shawn Clark, Tom Clark, Erickson, Janssen, Jeanneret, and Billings. The following voted "NAY": No one. Appointments: Confirmed.

Mayor Kudrna reappointed Richard Wilson and Michael Zaruba to the Board of Public Works; Ron Jones, Frank Critser, Shawn Clark, Troy Wynn, Linda Ellison, Angelo Ligouri, Cori Rademacher to the Parks & Pool Committee; and Ron Jones to the Auburn Housing Authority. Upon calling the roll, the following Council Members voted "YEA": Erickson, Janssen, Jeanneret, Billings, Shawn Clark, and Tom Clark. The following voted "NAY": No one. Appointments: Confirmed.

Council Member Janssen moved that Corporate Authorization Resolutions designating the Mayor, Council President, City Treasurer and City Clerk as the authorized signers for all the City bank accounts held at Auburn State Bank be approved and for the two keno operating accounts (only those two accounts) that the Keno Operator and his designated representatives also be designated as authorized signers. The foregoing motion was seconded by Council Member Erickson and upon roll call vote, the following Council Members voted "YEA": Janssen, Jeanneret, Billings, Shawn Clark, Tom Clark, and Erickson. The following voted "NAY": No one. Motion: Carried.

There weren't any request for attendance at meeting(s)/training(s).

It was announced that the public hearing on a request for change of zoning from R-2 Residential to C-R Commercial Residential for property described as follows, to wit: Gilmore Second Addition to Auburn Block 36 N136.50' Lots 1 & 2 & N136.50' of E12.4' Lot 3 (Replat B) (602 P Street) was cancelled and that any public hearing relating to this property will be reset with notice by publication after further consideration by the City Planning Commission.

Council Member Erickson moved to approve the agreement with the Nemaha County Sheriff to maintain a fire/trouble alarm system through the Nemaha County Sheriff's Office for City Hall and the Library. The foregoing motion was seconded by Council Member Shawn Clark and upon roll call vote, the following Council Members voted "YEA": Jeanneret, Billings, Shawn Clark, Tom Clark, Erickson, and Janssen. The following voted "NAY": No one. Motion: Carried.

Council Member Janssen moved to approve CDBG 14-DTR-107 (Downtown Revitalization Project) Drawdown No. 14 and the related claims; Seconded by Council Member Erickson and upon roll call vote, the following Council Members voted "YEA": Billings, Shawn Clark, Tom Clark, Erickson, Janssen, and Jeanneret. The following voted "NAY": No one. Motion: Carried.

Council Member Erickson moved that the following be approved as the holiday dates for 2018: New Year's Day (January 1), Memorial Day (May 28), Independence Day (July 4), Labor Day (September 3), Veteran's Day (November 12), Thanksgiving Day (November 22), Friday after Thanksgiving Day (November 23), Christmas Eve Day (December 24), Christmas Day (December 25), Personal Day (Designated Holiday-*Choice with Department approval). The foregoing motion was seconded by Council Member Tom Clark and upon roll call vote, the following Council Members voted "YEA": Shawn Clark, Tom Clark, Erickson, Janssen, Jeanneret, and Billings. The following voted "NAY": No one. Motion: Carried.

Discussion was held regarding the City owned real estate acquired through nuisance abatement and identified by address: 722 10th Street. Originally 2 bids (higher bid from Jay Fischer of Any-Size Storage and a lower bid from Glen Hogue) were received. At the November 13, 2017, City Council Meeting proposed Ordinance No. 5-17 regarding the purchase of City owned real estate through nuisance abatement at the address identified as 722 10th Street accepting the bid of Jay Fischer of Any-Size Storage was approved on first reading. It was announced that Jay Fischer has since rescinded his bid and a revised bid has been submitted by Glen Hogue. Proposed Ordinance No. 6-17 was presented for consideration. The Mayor announced that the introduction of the proposed ordinance was in order.

ORDINANCE NO. 6-17
Property at 722 10th Street
First Reading

Council Member Erickson 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 Tom Clark. Upon roll call vote, the following Council Members voted "YEA": Tom Clark, Erickson, Janssen, Jeanneret, Billings, and Shawn Clark. The following voted "NAY": No one.

Council Member Billings moved to accept nuisance real estate at 2500 "P" Street from Wells Fargo N.A. pursuant to Agreement for nuisance abatement by the passage and adoption of Resolution No. 24-17. The foregoing motion was seconded by Council Member Erickson and upon roll call vote, the following Council Members voted "YEA": Janssen, Jeanneret, Billings, Shawn Clark, Tom Clark, and Erickson. The following voted "NAY": No one. A true, correct and complete copy of said resolution is as follows:

RESOLUTION NO. 24-17
Of
THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA

A RESOLUTION FOR THE TRANSFER OF REAL ESTATE TO THE CITY OF AUBURN, NEBRASKA.

WHEREAS, on May 9, 2016, the City Council identified, reviewed and considered the described real estate herein as a nuisance to the City of Auburn and in need of immediate rehabilitation or removal - structures upon real estate described as:

East Half (E1/2) of Lots One (1) thru Four (4), of Block Twenty (20), Calvert Addition to Auburn, Nemaha County, Nebraska.

WHEREAS, the owners, of said property, Wells Fargo Bank, N.A., acknowledge the nuisance and are seeking to transfer the real estate to the City of Auburn, NE., to remove the nuisance;

WHEREAS, the owners no longer reside in the structure(s) and have signed a Deed In lieu of Foreclosure and filed the same on August 15, 2017. Further, a Deed of Reconveyance was filed November 13, 2017, transferring the real estate to Wells Fargo Bank, N.A.

WHEREAS, Wells Fargo Bank, N.A., and The City of Auburn, NE., reached an agreement by which the real estate will be transferred to the City of Auburn, NE., by Donation Agreement, with Wells Fargo Bank, N.A., paying demolition funds of \$7,500.00 to the City of Auburn, NE., to completely remove the current dilapidated nuisance structures from the real estate and clear the property.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF AUBURN, NEMAHA COUNTY, NE., AS FOLLOWS:

1. The City Council approves the transfer of the real estate identified hereinabove pursuant to the Donation Agreement and Deed of transfer by Wells Fargo Bank, N.A., or representative thereof, transferring the real estate to the City of Auburn, NE., along with \$7,500.00 of demolition funds to be used by the City for the betterment of the community.

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

The following committees provided reports: Economic Development and the Parks and Pool. 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 November, 2017.

There being no further business to come before the Mayor and Council, Council Member Erickson moved for adjournment to meet at the call of the Mayor. Council Member Tom Clark seconded the foregoing motion and upon roll call vote, the following Council Members voted "YEA": Jeanneret, Billings, Shawn Clark, Tom Clark, Erickson, and Janssen. 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)

December 11, 2017

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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 December 11, 2017; 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
December 11, 2017

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 December 11, 2017, 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, Shawn Clark, Tom Clark, Erickson, Janssen, and Jeanneret. Absent: No one.

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".

The City Council approved the November 13, 2017 meeting's minutes as written.

The City Council approved the financial report.

The following claims were presented before the Council for ratification: AFLAC, Wh-73.80; American Recycling & Sanitation, Se-632.70; Auburn Eagles, Community Betterment (4th of July)-3,000.00; Auburn State Bank, Bonds-132,181.14; Black Hills Energy, Ut-210.38; Board of Public Works, Reim-Ins-27.62; Cline William, CRA Se-1,641.72; Nemaha County Treasurer, Refund-2,079.03; Reditech, Se-199.00; Region V-SENDS, Se-735.00; The Standard, Ins-324.38; Time Warner Cable, Se-631.44; Verizon Wireless, Se-286.27; Wex Bank, Su-1,126.24; Windstream, Ut-126.52. The following claims (not previously approved by motion or resolution) were presented: Amazon, Bk-AV-418.62; American Legal Publishing, Sub-Se-399.00; Auburn Memorial Library Petty Cash, Su-66.37; Auburn Newspapers, Se-279.87; Auburn Plumbing, Htg. & AC, Se-656.23; Baker & Taylor, Bk-1,071.43; Bennets Autobody, Su-Se-152.00; Board of Public Works, Reim-Su-138.51; Bulldog Auto Supply Inc., Su-15.63; Center Point Large Print, Bk-AV-206.26; Concrete Industries Inc., Su-773.63; Demco, Su-105.63; Eakes Office Solutions, Su-588.93; Eggers Brothers Inc., Su-162.48; Filter Care, Se-Su-78.80; First National Bank Omaha, Card Transactions-1,346.85; Grainger, Su-94.75; Lynch's Hardware & Gifts, Su-59.77; Mary Kruger, Reim-38.32; Massman Nelson Reinig PC, Se-14,500.00; Nebraska Municipal Clerk Association, Mem-35.00; Nemaha County Clerk, Se-38.00; Nemaha County Sheriff, Se-18.50; Nevco Sports LLC, Equip-15,776.00; OCLC Inc., Sub-58.01; OK Tire, Se-20.00; Oriental Trading Co. Inc., Su-103.39; Overdrive Inc., Bk-AV-330.96; Ricoh USA Inc., Su-13.28; Sack Lumber Co, Su-39.95; USPS, Se-56.00; Xerox Corporation, Se-Su-418.49.

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.

The City 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.

Council Member Chris Erickson was elected Council President.

The City Council confirmed the annual appointment of the following: City Clerk (Sherry Heskett), City Treasurer (Joseph Casey), City Attorney (Angelo Ligouri) Assistant City Attorney (Louie Ligouri), Physician (Dr. Gary Ensz), Building Inspector/Zoning Commissioner (Glen Hogue), Street Commissioner (Harry Bridgmon) and City Engineer (Evan Wickersham with JEO Consulting Group Inc).

The City Council approved the following as a motion "We appoint Evan B. Wickersham from JEO Consulting Group Inc. as our Street Superintendent".
December 11, 2017

The City Council Standing Committees were appointed by the Mayor and confirmed by the City Council: Street (Jeff Jeanneret, Tom Clark); Safety (Shawn Clark, Harry Bridgmon); Keep Auburn Beautiful (Jeff Jeanneret, Rick Janssen); Budget & Finance (Katy Billings, Chris Erickson); Economic Development (Katy Billings, Chris Erickson); Building/Special (Shawn Clark, Tom Clark); Legislative (Katy Billings); Property/Casualty Insurance (Rick Janssen, Shawn Clark); and Ordinance (Chris Erickson, Jeff Jeanneret, Brent Lottmann, Angelo Ligouri).

The City Council confirmed the reappointments to the Board of Public Works (Richard Wilson, Michael Zaruba), Parks & Pool Committee (Ron Jones, Frank Critser, Shawn Clark, Troy Wynn, Linda Ellison, Angelo Ligouri, Cori Rademacher), and Auburn Housing Authority (Ron Jones).

Corporate Authorization Resolutions designating the Mayor, Council President, City Treasurer and City Clerk as the authorized signers for all the City bank accounts held at Auburn State Bank were approved and for the two keno operating accounts (only those two accounts) that the Keno Operator and his designated representatives also be designated as authorized signers.

There weren't any request for attendance at meeting(s)/training(s).

It was announced that the public hearing on a request for change of zoning from R-2 Residential to C-R Commercial Residential for property described as follows, to wit: Gilmore Second Addition to Auburn Block 36 N136.50' Lots 1 & 2 & N136.50' of E12.4' Lot 3 (Replat B) (602 P Street) was cancelled and that any public hearing relating to this property will be reset with notice by publication after further consideration by the City Planning Commission.

The agreement with the Nemaha County Sheriff to maintain a fire/trouble alarm system through the Nemaha County Sheriff's Office for City Hall and the Library was approved.

CDBG 14-DTR-107 (Downtown Revitalization Project) Drawdown No. 14 and the related claims were approved.

The 2018 City Holiday Schedule was approved.

The proposed ordinance (Ordinance No. 6-17) considering bid for the purchase of City owned real estate (through nuisance abatement) and identified by address: 722 10th Street was introduced and approved on first reading.

Approval was given to accept nuisance real estate at 2500 "P" Street from Wells Fargo N.A. pursuant to Agreement for nuisance abatement by the passage and adoption of Resolution No. 24-17.

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

The following committees provided reports: Economic Development and the Parks and Pool. 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 November, 2017.

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.

CITY OF AUBURN
 TREASURER'S REPORT
 CALENDAR 12/2017, FISCAL 3/2017

AGENDA ITEM
 NO 6

ACCOUNT TITLE	LAST REPORT ON HAND	RECEIVED	DISBURSED	BALANCE
GENERAL CHECKING	314,855.59	91,564.82	92,893.08	313,527.33
STREET CHECKING	116,251.50	36,277.99	20,128.86	132,400.63
TOTAL CHECKING:	431,107.09	127,842.81	113,021.94	445,927.96
TOTAL NSF A/R	.00	.00	.00	.00
TOTAL FIRE OEPT SINKING	5.90	.00	.00	5.90
TOTAL KENO OPER CHECKING:	.00	.00	.00	.00
TOTAL KENO RESERVE MMA:	28,093.21	304.40	.00	28,397.61
TOTAL KENO CHECKING	42,480.76	657.44	.00	43,138.20
TOTAL COBG CHECKING	13,082.41	5,722.50	5,325.00	13,479.91
TOTAL CDBG ED MMA:	41,975.99	7.13	.00	41,983.12
TOTAL COBG DTR REUSE	81,783.83	1,459.56	.00	83,243.39
TOTAL CDBG HD SAVINGS:	70,630.30	678.28	.00	71,308.58
TOTAL CRA CHECKING	960,289.83	1,877.02	23,169.45	938,997.40
TOTAL CITY REC CHECKING	58,035.32	.00	.00	58,035.32
TOTAL C.D.'S:	.00	.00	.00	.00
TOTAL CASH ON HAND:	1,727,484.64	138,549.14	141,516.39	1,724,517.39

AGENDA ITEM NO. 7

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

AFLAC	AFLAC WH	73.80
AMERICAN RECYCLING SANITATION	GARBAGE SERVICE/RECYCLING	335.00
AUBURN CHAMBER OF COMMERCE	CHAMBER BUCKS	820.00
BCom Solutions, LLC	SOCIAL MEDIA MARKETING	199.99
BLUE CROSS-BLUE SHIELD	HEALTH INSURANCE	2,045.19
BOARD OF PUBLIC WORKS	ELEC	426.26
MID-AMERICAN BENEFITS INC	HEALTH INSURANCE	20.50
REDITECH	COMPUTER SERVICES	199.00
REGION V-SENDS	CUSTODIAL SERVICE	135.00
THE STANDARO	LIFE INSURANCE	88.07
TIME WARNER CABLE	PHONE	406.41

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4,749.22

POLICE DEPARTMENT

NEMAHA COUNTY	LAW/CODE ENFORCEMENT	26,833.37
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26,833.37

FIRE DEPARTMENT

BLACK HILLS ENERGY	GAS BILL	376.59
BOARD OF PUBLIC WORKS	ELEC	564.21
REGION V-SENDS	CLEANING SERVICE	50.00
THE STANDARD	LIFE INSURANCE	153.73
TIME WARNER CABLE	PHONE	99.33
WEX BANK	FUEL EXPENSE	12.83

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1,256.69

PARK DEPARTMENT

BOARD OF PUBLIC WORKS	ELEC	987.44
TIME WARNER CABLE	PHONE	41.90
WEX BANK	FUEL EXPENSE	110.12

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1,139.46

SR. CENTER DEPARTMENT

BLACK HILLS ENERGY	GAS BILL	54.08
BOARD OF PUBLIC WORKS	ELEC	562.47
REGION V-SENDS	CUSTODIAL SERVICE	190.00

VENDOR NAME	REFERENCE	VENDOR TOTAL
	SR. CENTER DEPARTMENT	806.55
	LIBRARY DEPARTMENT	
AMERICAN RECYCLING SANITATION	GARBAGE SERVICE RECYCLING	38.50
BLUE CROSS-BLUE SHIELD	HEALTH INSURANCE	607.96
BOARD OF PUBLIC WORKS	ELEC	758.41
LINDA BANTZ	CUSTODIAL SERVICES	400.00
MID-AMERICAN BENEFITS INC	HEALTH INSURANCE	10.25
THE STANDARD	LIFE INSURANCE	28.17
VERIZON WIRELESS	PHONE	33.81
WINDSTREAM NEBRASKA INC	PHONE	252.97
	LIBRARY DEPARTMENT	2,130.07
	POOL DEPARTMENT	
BLACK HILLS ENERGY	GAS BILL ,	22.26
BOARD OF PUBLIC WORKS	ELEC	917.74
TIME WARNER CABLE	PHONE	41.90
	POOL DEPARTMENT	981.90
	GENERAL FUND	37,897.26
	STREET FUND	
AUBURN STATE BANK	PAVING BOND PAYMENT WIRING FEE	2,205.00
BLACK HILLS ENERGY	GAS BILL ACCT 6074 7283 43	29.22
BLUE CROSS-BLUE SHIELD	HEALTH INSURANCE	2,123.98
BOARD OF PUBLIC WORKS	ELEC	511.88
MARK HARMS	USE OF PROPERTY	500.00
MID-AMERICAN BENEFITS INC	HEALTH INSURANCE	20.50
THE STANDARD	LIFE INSURANCE	54.41
TIME WARNER CABLE	PHONE	41.90
VERIZON WIRELESS	PHONE	46.82
WEX BANK	FUEL EXPENSE	934.57
	STREET FUND	6,468.28
	CDBG GRANT FUND	
RUTH HEYWOOD	DTR DD#14 PROJECT 10 GRANT	5,325.00

VENDOR NAME	REFERENCE	VENDOR TOTAL
		<u>5,325.00</u>
	CDBG GRANT FUND	<u>5,325.00</u>
	COMM REDEVELOP AUTHORITY	
AUBURN STATE BANK	LOAN PAYMENT PRINC LOAN #91590	9,551.70
CITY OF AUBURN	WEST WATERLINE PROJECT	13,617.75
		<u>23,169.45</u>
	COMM REDEVELOP AUTHORITY	<u>23,169.45</u>
**** PAID TOTAL ****		72,859.99
***** REPORT TOTAL *****		<u>72,859.99</u>

VENDOR NAME REFERENCE

AGENDA ITEM NO

7

 ACCOUNTS PAYABLE CLAIMS

GENERAL FUND

AUBURN CHAMBER OF COMMERCE	ECONOMIC DEV/PROMOTIONAL	2,000.00
AUBURN DEVELOPMENT COUNCIL	INVESTMENT EC DEV/PROMOTION	5,000.00
AUBURN PLUMBING,HTG & AC INC.	BUILDING EQUIP/MAINT	1,988.09
BRADLEY ELECTRIC	ELECTRICAL SERVICE	364.14
DATA TECHNOLOGIES INC	FORMS	80.09
EAKES OFFICE SOLUTIONS	SUPPLIES	166.51
FIRST NATIONAL BANK OMAHA	CARD TRANSACTIONS	5.85
MENAROS	SUPPLIES	15.76
MEYER LABORATORY INC	SUPPLIES	34.98
NEBRASKA SUPREME COURT	NEBRASKA STATUTES 2017	66.70
NEMAHA COUNTY CLERK	FILING FEES	34.00
PETTY CASH	PETTY CASH POSTAGE	28.68
REDITECH	COMPUTER SERVICES	812.50
USPS	STAMPS	98.00

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 10,695.30

FIRE DEPARTMENT

ED M. FELD EQUIPMENT CO. INC.	BAUER PART	452.00
HEIMAN FIRE EQUIPMENT	BUNKER GEAR	647.52

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 1,099.52

SR. CENTER DEPARTMENT

NORTH STAR MUTUAL	LIABILITY INSURANCE	388.00
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 388.00

LIBRARY DEPARTMENT

AMAZON	BOOKS/AVS	214.54
AMERICAN LIBRARY ASSOCIATION	MEMBERSHIP	175.00
AUBURN CHAMBER OF COMMERCE	INVESTMENT EC DEV/PROMOTIONAL	85.00
AUBURN MEM. LIBRARY PETTY CASH	POSTAGE/ILL	62.04
AUBURN PLUMBING,HTG & AC INC.	PLUMBING SERVICE	285.27
AUDIO EDITIONS	BOOKS/AVS	1,163.21
BAKER & TAYLOR	BOOKS/AVS	445.14
DEMCO	SUPPLIES	211.45
OCLC INC	ILL SUBSCRIPTION	58.01
OVERDRIVE, INC.	BOOKS/AVS	498.94
RICOH USA, INC	EQUIPMENT COPIES	13.00

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 3,211.60

LIBRARY DEPARTMENT

City of Auburn
 ACCOUNTS PAYABLE ACTIVITY
 CLAIMS REPORT

VENDOR NAME	REFERENCE	VENDOR TOTAL
	GENERAL FUND	15,394.42
	STREET FUND	
FILTER CARE	CLEANED FILTERS	16.40
FIRST NATIONAL BANK OMAHA	CARD TRANSACTIONS	143.57
JEO CONSULTING GROUP INC.	ROAD PROGRAM	4,000.00
MENAROS	SUPPLIES	105.50
NEBRASKA ENVIRONMENTAL PRODUCT	PARTS	277.14
ROSE EQUIPMENT INC	PARTS AND LABOR	2,047.91
SACK LUMBER COMPANY	SUPPLIES	33.00
		6,623.52
	STREET FUND	6,623.52
**** PAID TOTAL ****		22,017.94
***** REPORT TOTAL *****		22,017.94



In this Agreement between the Owner:
City of Auburn, NE
1101 J Street
Auburn, NE 6305-0288
Phone: (402) 274-3420

AGENDA ITEM
NO 11

and the Planner:
JEO Consulting Group, Inc.
11717 Burt Street, Ste. 210
Omaha, NE 68154
Phone: 402-934-3680
Fax: 402-934-3681

January 2, 2018

For the following project (brief description):
Completion of a Comprehensive Plan Update, Zoning Ordinance Update, and Housing Study.

The Owner and Planner agree to the following:

SCOPE OF SERVICES:

Based on the project generally defined above, we propose to provide planning services required to update the existing Comprehensive Plan as follows. Please note that these services may run concurrently.

- 1) **Project Kickoff with City Staff:**
 - a) Establish a Plan Advisory Group (PAG) and assist the City with identification of potential members
 - b) Develop a Public Participation Plan and a Project Milestone Schedule for the project
 - c) Develop the base map in ArcGIS with city and county staff. The city shall provide the base map shapefiles.
 - d) Request and obtain existing Comprehensive Plan and other relevant studies or reports.

- 2) **Comprehensive Plan:**
 - a) **Profile Auburn**
 - i) Collect and analyze population and economic statistics relevant to future development. Such data shall be obtained through census information from the 2010 census data and the American Community Survey estimates from 2016.
 - ii) Analysis of existing land use, transportation, community facilities, public infrastructure, housing (including existing housing characteristics and housing stakeholder survey), energy use and community character, hazards and agricultural and natural resources
 - iii) JEO shall direct PAG meeting.
 - b) **Envision Auburn**
 - i) JEO shall conduct a Town Hall Meeting; the City shall provide the space and properly advertise the event.

- ii) JEO shall conduct four focus groups meetings to be held the same day with groups selected by the City and set up and manage the on-line public participation tool, MySidewalk.
- iii) JEO shall develop a draft list of Goals and Objectives based off the public input received and JEO's own evaluation of the City and data previously provided. This list shall be submitted to the PAG for their review and comment and modified to address their recommendations resulting in a final list of Goals and Objectives.
- iv) JEO shall direct meeting(s) with the PAG to present/discuss the Envision Section.
- c) Achieve Auburn
 - i) JEO shall develop an updated Community Character and Comprehensive Housing Study, Public Infrastructure and Facilities, Economic Development, Natural Hazards, and the Agricultural and Natural Resource Elements that incorporate professional planning principles into the Comprehensive Plan with assistance from PAG
 - ii) JEO shall develop a future land use, housing strategy and transportation plan with input from the PAG and city staff.
 - iii) JEO shall direct meeting(s) with the PAG to present/discuss the Achieve Section.
- d) Implement Auburn
 - i) JEO shall develop an action plan for the City with goals and objectives prioritized and assigned to appropriate party for each element of the plan including future housing recommendations.
 - ii) JEO shall develop a list of potential funding sources to assist in completing the goals and objectives listed in the action plan.
 - iii) JEO shall review and update the zoning regulations and update the Official Zoning Map.

3) Deliverables:

- a) Up to 25 printed color copies of the updated Comprehensive Plan and Zoning Regulations
- b) Electronic copy of the Plan and Regulations in .pdf format
- c) GIS shape files for all maps created
- d) One 34" x 44" wall map of the Official Zoning Map

TERMS AND CONDITIONS:

Also attached as exhibit "B", is the list of JEO General Conditions.

1) LUMP-SUM FEE

- a) JEO proposes to provide the services defined in the Scope of Services for the lump sum fee based upon the options detailed below:

Lump Sum Fee

\$47,000

As the City of Auburn has had and is anticipated to continue significant housing needs, much of the project will focus on housing. As a result, a NIFA grant application for approximately \$14,050 was awarded and the city is responsible for \$32,950.

Auburn Comprehensive Plan		Fee
Project Kickoff		
Project Management, Quality Control and Kick Off Meeting		\$4,600
Total		\$4,600
Profile Auburn		
Analysis of Land Use and Economic Development		\$1,800
Analysis of Housing and Community Character		\$1,750
Analysis of Hazards		\$1,750
Analysis of Infrastructure and Community Facilities		\$1,750
Analysis of Transportation and Energy		\$1,750
Total		\$8,800
Envision Auburn		
Town Hall Meeting & Focus Groups		\$6,000
Develop Goals and Objectives		\$2,400
Community Growth		\$2,000
Total		\$10,400
Achieve Auburn		
Update Future Land Use Plan and Map		\$1,250
Develop a Comprehensive Housing Element		\$1,900
PAG Meeting		\$900
Update Plan Elements		\$1,250
Total		\$5,300
Implement Auburn		
Develop an Implementation and Action Plan		\$7,600
PAG Meeting		\$900
Zoning Code and Map Update		\$7,600
Total		\$16,100
Public Hearings		
Planning Commission		\$900
City Council		\$900
Total		\$1,800
Total		\$47,000

2) SCHEDULE

Such work shall begin immediately upon approval. These services are estimated to be substantially complete by the end of December 2018 (twelve months), with the official adoption pending approval from the Planning Commission and City Council. Modification or additions to this schedule may be authorized by mutual consent of the City and JEO Team.

3) PROJECT TERMS AND CONDISTIONS

The JEO Team will need the assistance of the City to provide the following:

1. A point of contact (for the City) to provide a direct liaison with the JEO Team for instruction and direction on behalf of the City.
2. As needed, copies of all existing base maps owned by or in the possession of the City. The City shall provide the JEO team with the GIS base map in ArcGIS.
3. Copies of all studies and data in its possession or that it may obtain that are relevant to the performance of this contract, including consistent zoning issues from the City.
4. Reasonable assistance in contacting residents and agencies, scheduling activities and distributing information about the project including energy providers.
5. If necessary, arrange for safe access to and make all provisions for the JEO Team to enter upon public property as required for the JEO Team to perform services under this Agreement.
6. Examine all alternate solutions, studies, reports, sketches, drawings, specifications, proposals and other documents presented by the JEO Team (including obtaining advice of an attorney and other consultants as City deems appropriate with respect to such examination) and render in writing decisions pertaining thereto.
7. Give prompt written notice to the JEO Team whenever City observes or otherwise becomes aware of any development that affects the scope or time of performance of furnishing of services pertaining to this Agreement, or any defect or nonconformance in the JEO Team's services.
8. Review by the City Attorney of documents and regulations for conformity with existing local, state and federal law and regulations.
9. The JEO Team shall be entitled to use and rely upon all such information and services provided by City in performing services under this Agreement.
10. Provide a meeting facility for all scheduled public meetings.
11. Modifications to each draft document will be completed within two iterations. Comments and suggestions from the Owner will be received up to two times, and the document will be revised twice. Modifications requested by the Owner following the second iteration will be completed at an additional charge, or at JEO's standard hourly rates.

JEO CONSULTING GROUP, INC

CITY OF AUBURN



By: Jeffrey B. Ray, AICP

Title: Planning Department Manager

Date Signed: 01/02/2018

By: _____

Title: _____

Date Signed: _____

Address for giving notices:

11717 Burt Street, Suite 210

Omaha, NE 68154

Address for giving notices:

**EXHIBIT "B" TO LETTER AGREEMENT
DATED JANUARY 2, 2018
GENERAL CONDITIONS**

1. SCOPE OF SERVICES: JEO Consulting Group, Inc. (JEO) shall perform the services described in Exhibit A. JEO shall invoice the client for these services at the fee stated in Exhibit A.

2. ADDITIONAL SERVICES: JEO can perform work beyond the scope of services, as additional services, for a negotiated fee or at fee schedule rates.

3. CLIENT RESPONSIBILITIES: The client shall provide all criteria and full information as to the client's requirements for the project; designate and identify in writing a person to act with authority on the client's behalf in respect to all aspects of the project; examine and respond promptly to JEO's submissions; and give prompt written notice to JEO whenever the client observes or otherwise becomes aware of any defect in work.

Unless otherwise agreed, the client shall furnish JEO with right-of-access to the site in order to conduct the scope of services. Unless otherwise agreed, the client shall also secure all necessary permits, approvals, licenses, consents, and property descriptions necessary to the performance of the services hereunder. While JEO shall take reasonable precautions to minimize damage to the property, it is understood by the client that in the normal course of work some damage may occur, the restoration of which is not a part of this agreement.

4. TIMES FOR RENDERING SERVICES: JEO's services and compensation under this agreement have been agreed to in anticipation of the orderly and continuous progress of the project through completion. Unless specific periods of time or specific dates for providing services are specified in the scope of services, JEO's obligation to render services hereunder shall be for a period which may reasonably be required for the completion of said services.

If specific periods of time for rendering services are set forth or specific dates by which services are to be completed are provided, and if such periods of time or date are changed through no fault of JEO, the rates and amounts of compensation provided for herein shall be subject to equitable adjustment. If the client has requested changes in the scope, extent, or character of the project, the time of performance of JEO's services shall be adjusted equitably.

5. INVOICES: JEO shall submit invoices to the client monthly for services provided to date and a final bill upon completion of services. Invoices are due and payable within 30 days of receipt. Invoices are considered past due after 30 days. Client agrees to pay a finance charge on past due invoices at the rate of 1.0% per month, or the maximum rate of interest permitted by law.

If the client fails to make any payment due to JEO for services and expenses within 30 days after receipt of JEO's statement, JEO may, after giving 7 days' written notice to the client, suspend services to the client under this agreement until JEO has been paid in full all amounts due for services, expenses, and charges.

6. STANDARD OF CARE: The standard of care for all services performed or furnished by JEO under the agreement shall be the care and skill ordinarily used by members of JEO's profession practicing under similar circumstances at the same time and in the same locality. JEO makes no warranties, express or implied, under this agreement or otherwise, in connection with JEO's services.

JEO shall be responsible for the technical accuracy of its services and documents resulting therefrom, and the client shall not be responsible for discovering deficiencies therein. JEO shall correct such deficiencies without additional compensation except to the extent such action is directly attributable to deficiencies in client furnished information.

7. REUSE OF DOCUMENTS: Reuse of any materials (including in part plans, specifications, drawings, reports, designs, computations, computer programs, data, estimates, surveys, other work items, etc.) by the client on a future extension of this project, or any other project without JEO's written authorization shall be at the client's risk and the client agrees to indemnify and hold harmless JEO from all claims, damages, and expenses including attorney's fees arising out of such unauthorized use.

8. ELECTRONIC FILES: Copies of Documents that may be relied upon by the client are limited to the printed copies (also known as hard copies) that are signed or sealed by JEO. Files in electronic media format of text, data, graphics, or of other types that are furnished by JEO to the client are only for convenience of the client. Any conclusion or information obtained or derived from such electronic files shall be at the user's sole risk.

a. Because data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of the data's creator, the party receiving electronic files agrees that it shall perform acceptance tests or procedures within 30 days, after which the receiving party shall be deemed to have accepted the data thus transferred. Any errors detected within the 30 day acceptance period shall be corrected by the party delivering the electronic files. JEO shall not be responsible to maintain documents stored in electronic media format after acceptance by the client.

b. When transferring documents in electronic media format, JEO makes no representations as to long term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by JEO at the beginning of the project.

c. The client may make and retain copies of documents for information and reference in connection with use on the project by the client.

d. If there is a discrepancy between the electronic files and the hard copies, the hard copies govern.

e. Any verification or adaptation of the documents by JEO for extensions of the project or for any other project shall entitle JEO to further compensation at rates to be agreed upon by the client and JEO.

9. SUBCONSULTANTS: JEO may employ consultants as JEO deems necessary to assist in the performance of the services. JEO shall not be required to employ any consultant unacceptable to JEO.

10. INDEMNIFICATION: To the fullest extent permitted by law, JEO and the client shall indemnify and hold each other harmless and their respective officers, directors, partners, employees, and consultants from and against any and all claims, losses, damages, and expenses (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) to the extent such claims, losses, damages, or expenses are caused by the indemnifying parties' negligent acts, errors, or omissions. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of JEO and the client, they shall be borne by each party in proportion to its negligence.

11. INSURANCE: JEO shall procure and maintain the following insurance during the performance of services under this agreement:

- a. Workers' Compensation: Statutory
- b. Employer's Liability
 - i. Each Accident: \$500,000
 - ii. Disease, Policy Limit: \$500,000
 - iii. Disease, Each Employee: \$500,000
- c. General Liability
 - i. Each Occurrence (Bodily Injury and Property Damage): \$1,000,000
 - ii. General Aggregate: \$2,000,000
- d. Auto Liability
 - i. Combined Single: \$1,000,000
- e. Excess or Umbrella Liability
 - i. Each Occurrence: \$1,000,000
 - ii. General Aggregate: \$1,000,000
- f. Professional Liability:
 - i. Each Occurrence: \$1,000,000
 - ii. General Aggregate: \$2,000,000
- g. All policies of property insurance shall contain provisions to the effect that JEO and JEO's consultants' interests are covered and that in the event of payment of any loss or damage the insurers shall have no rights of recovery against any of the insureds or additional insureds thereunder.
- h. The client shall require the contractor to purchase and maintain general liability and other insurance as specified in the Contract Documents and to cause JEO and JEO's consultants to be listed as additional insured with respect to such liability and other insurance purchased and maintained by the contractor for the project.
- i. The client shall reimburse JEO for any additional limits or coverages that the client requires for the project.

12. TERMINATION: This agreement may be terminated by either party upon 7 days prior written notice. In the event of termination, JEO shall be compensated by client for all services performed up to and including the termination date. The effective date of termination may be set up to thirty (30) days later than otherwise provided to allow JEO to demobilize personnel and equipment from the site, to complete tasks whose value would

otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble project materials in orderly files.

13. GOVERNING LAW: This agreement is to be governed by the law of the state in which the project is located.

14. SUCCESSORS, ASSIGNS, AND BENEFICIARIES: The client and JEO each is hereby bound and the partners, successors, executors, administrators and legal representatives of the client and JEO are hereby bound to the other party to this agreement and to the partners, successors, executors, administrators and legal representatives (and said assigns) of such other party, with respect to all covenants, agreements and obligations of this agreement.

- a. Neither the client nor JEO may assign, sublet, or transfer any rights under or interest (including, but without limitation, monies that are due or may become due) in this agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment shall release or discharge the assignor from any duty or responsibility under this agreement.
- b. Unless expressly provided otherwise in this agreement: Nothing in this agreement shall be construed to create, impose, or give rise to any duty owed by the client or JEO to any contractor, contractor's subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them.
- c. All duties and responsibilities undertaken pursuant to this agreement shall be for the sole and exclusive benefit of the client and JEO and not for the benefit of any other party.

15. PRECEDENCE: These standards, terms, and conditions shall take precedence over any inconsistent or contradictory language contained in any proposal, contract, purchase order, requisition, notice to proceed, or like document regarding JEO's services.

16. SEVERABILITY: Any provision or part of the agreement held to be void or unenforceable shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the client and JEO, who agree that the agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

17. E-VERIFY: JEO shall register with and use the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986, to determine the work eligibility status of new employees physically performing services within the state where the work shall be performed. Engineer shall require the same of each consultant.

ORDINANCE NO. 6-17
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA

AN ORDINANCE CONFIRMING THE SALE OF CITY-OWNED REAL ESTATE AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Auburn, Nebraska ("CITY") is the owner by nuisance abatement of lot(s) located in Auburn, Nebraska and legally described in Exhibit "A" attached hereto ("PROPERTY"); and,

WHEREAS, the Mayor and City Council hereby find and determine that on the 10th day of April 2017, the City passed Resolution No. 9-17 directing the sale of real estate described in Exhibit "A", attached hereto, and incorporated herein by this reference; and,

WHEREAS, no bids were received pursuant to the City's published request for sale and the real estate was subsequently offered for sale by the City by posting notice; and,

WHEREAS, within the last 30 days, and after previous publication of sale and posted notice, the City has received one (1) bid/offer for the purchase of the PROPERTY. The bid/offer is attached hereto as Exhibit "B" (Glen L. Hogue) and incorporated herein by this reference; and,

WHEREAS, Glen L. Hogue, is under annual appointment with the City of Auburn, NE, as the City Building and Zoning Inspector and as part of his appointment with the City is familiar with the real estate through the nuisance abatement process by the City; and,

WHEREAS, public notice advertising the CITY's intent to enter into a public sale and purchase agreement of the PROPERTY appeared in the Nemaha County Herald, a newspaper of general circulation in Nemaha County, on May 4, 2017, and May 11, 2017; and,

WHEREAS, Exhibit "B" is the highest bid purchase price to date for the PROPERTY after public notice was published and posted pursuant to the terms of the Resolution directing the sale of the Property dated April 10, 2017 (No. 9-17), and the City Council's subsequent motion at Council Session on or about June 12, 2017.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF AUBURN, NEBRASKA;

SECTION 1. The Mayor and City Council hereby approves the sale of the PROPERTY to the Grantee, Glen L. Hogue, in the amount of \$978.00, pursuant to the terms City Resolution No. 9-17 and Exhibit "B" incorporated herein and submitted after Resolution and publication for the sale of the real estate identified and incorporated herein as Exhibit "A",

SECTION 2. The Mayor is authorized to execute, and the City Clerk or Deputy City Clerk is authorized to attest, a Special Warranty Deed conveying the PROPERTY to the Grantee, pursuant to the terms of the above identified Resolution and subsequent motion directing the sale of the real estate and the written bid for the purchase of the real estate attached hereto and incorporated herein as Exhibit "B". The Property is sold as is with current R-3 zoning designation.

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

Passed and Approved this 11th day of December, 2017.

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

ATTEST:

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

(Seal)

{Exs "A" and "B" attached hereto on the following pages}

EXHIBIT "A"

The South Seventy Feet (S70') of Lot Seven (7), Block Eight (8),
Howe and Nixon Addition, to the City of Auburn, Nemaha County,
Nebraska.

Street Address: 722 10th Street.

GLEN L. HOGUE
1120 Central Avenue
Auburn, NE 68305

TO: Sherry Heskett, City Clerk
Auburn City Hall
1101 J Street
Auburn, NE 68305

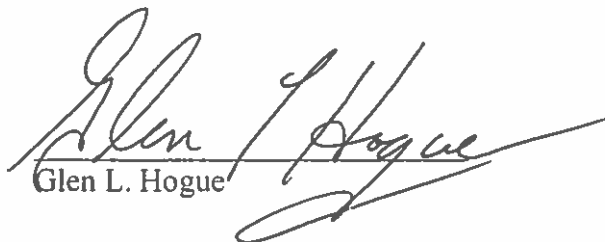
Reference: Property at 722 10th Street

Bid Proposal – REVISED 11/30/17

Bid - \$978.00

Use – To Build or Install a small house with attached garage

Property – To be used as a Residential house as per zoning drawing.
Property to be maintained and kept in a good condition as long
as I own it. I accept, if awarded, property as it is now.


Glen L. Hogue

12/1/17
Date

SEND D

Southeast Nebraska Development District

AGENDA ITEM
NO

13

January 4, 2018

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

RE: DrawDown #16 Project Expenses for 14-DTR-107 (ENCLOSED)

Dear Sherry,

Enclosed is Drawdown #16 for the above referenced Downtown Revitalization project.

After you have reviewed this material, Scott Kudrna, Mayor and Sherry Heskett, City Clerk can sign the DD as noted and mail the original DD to DED in the enclosed envelope. Please keep a copy of the signed drawdown forms and send me a scanned copy as well. 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.

After submittal of the Drawdown for Project #14-DTR-107, in 10 to 30 days, when the automatic transfer is received from NDED 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 #16			
Project Eagles	\$16,830	\$16,830	\$0
Totals:	\$16,830	\$16,830	\$0

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

Eagles \$16,830 Grant - \$8,415.00 Loan - \$8,415.00

Sincerely,



Crystal Dunekacke
Community Program Manager

LINCOLN OFFICE
2100 Fletcher Ave., Ste. 100
Lincoln, NE 68521-5862
Office: 402-475-2560

www.sendd.org

HUMBOLDT OFFICE
PO Box 308
Humboldt, NE 68376
Office: 402-862-2201



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 September 2016

<input type="checkbox"/> >= \$100,000 <input type="checkbox"/> >= 25% Project <input type="checkbox"/> Final Draw DED USE ONLY	CDBG REQUEST form Project Acty	DED Date Stamp
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Name of Local Government Grantee City of Auburn	City	State	ZIP
City of Auburn	Auburn	NE	68305
CDDBG Grant Number 14-DTR-107	Federal Identification Number 47-6006083	DUNS Number 080199193	SAW Expiration Date 01/18/2018
Mailing Address PO Box 352		Number sequences order includes Both general admin 0181 requests And project activity requests	DED Program Representative Jenny Mason

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

1. Project Grant Funds Received to Date	\$ 212,334.69	IMPORTANT Complete Part II for all approved activities except 0181 (General Administration) even if funds are not requested. *CDBG Funds ONLY Exclude General Admin (0181)
2. Add: Program Income Received to Date (exclude RLF)	\$ 0.00	
3. Subtotal	\$ 212,334.69	
4. Less: Federal Project Funds Disbursed To Date (Must Agree To Total Of Part II, Line 3)	\$ 212,334.69	
5. Total: Project Federal Funds On Hand (Must Agree To Part II, Line 6)	\$ 0.00	

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

Activity Code Description <i>DO NOT INCLUDE ACTIVITY 0181 GENERAL ADMIN</i>	0590 Commercial Rehab									TOTAL
1. Total Cash Requirements To Date for Project	\$ 397,431.08	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 397,431.08
2. Less: Local Funds Disbursed (includes RLF) (exclude Program Income)	\$ 168,266.39	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 168,266.39
3. Less: Federal Funds Disbursed (Include Program Income) Total Must Agree To Part I, Line 4 (exclude RLF)	\$ 212,334.69	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	212334.69
4. Total Current Cash Requirements	\$ 16,830.00									16830
5. Less: Unpaid Previous Request										00
6. Less: Federal Funds On Hand (Must Agree To Part I, Line 5)										\$ 0.00
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									\$ 16,830.00

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3129-3130 and 3861-3812). I also certify 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	Date
Scott Kudrna, Mayor	Sherry Heslett, City Clerk	
Signature of Authorized Official (Cant/Treasurer)	Typed Name of Authorized Official	Date
Person Preparing Request for CDBG Funds Form Name Crystal Dunelacke	Organizer: SEND	Telephone Number: 402-862-2201
DEPARTMENT OF ECONOMIC DEVELOPMENT USE ONLY	AMOUNT APPROVED: \$	INITIALS: _____ DATE: _____

** If the Net Amount of Federal Funds Requested (Part II # 7) is greater than the total project (excluding activity 0181) or \$100,000, submit a copy of the invoices for this request. PLEASE REFER TO INSTRUCTIONS FOR ADDITIONAL GUIDANCE. INCOMPLETE OR INCORRECT FORMS WILL NOT BE PROCESSED.
 ***To update calculations, either tab two(2) fields or click on a different field with your mouse.
 Effective September 1, 2016 Requestor: CDBG-Funds_Project



December 19, 2017

The Honorable Scott Kudrna
Mayor of Auburn
1101 "J" St.
AUburn, NE 68305-1532

Dear Mayor Kudrna:

We are pleased to announce that the City of Auburn has been selected to receive a \$15,000 (fifteen thousand dollars) Project Planning Activities and Report grant that will be administered through the Clean Water State Revolving Fund (CWSRF). The grant is intended to provide financial assistance to publicly owned wastewater treatment works (POTW) to increase its readiness to proceed with the wastewater project, and to seek funding through the Water/Wastewater Advisory Committee (WWAC). The municipality will need to contribute 10% of the total cost, and any amount that exceeds the \$15,000 (fifteen thousand dollars) planning grant. Detailed invoices must be submitted for reimbursement.

Enclosed please find the first step in the process, the Sub-Award Certification Federal Funding Accountability and Transparency Act (FFATA) form. This form must be filled out and returned to NDEQ Financial Assistance Section in order to initiate the next step. No expenses incurred outside of the terms of the Agreement are reimbursable. A notice to proceed must be received prior to the work beginning.

Once the FFATA form is returned to the Nebraska Department of Environmental Quality (NDEQ) the next step will be the creation of the Intergovernmental Agreement between the City of Auburn and NDEQ. After the Agreement is signed and returned you will receive a Model Professional Service Agreement (PSA) with information regarding the hiring of the Consulting Engineers to assist with the project. A copy of the PSA will need to be submitted and approved by NDEQ. Once that has occurred the City of Auburn will receive a Notice to Proceed and the work may begin. Please remember, no expenses incurred prior to the date of the Notice to Proceed are eligible for reimbursement. If you have any questions or comments, please do not hesitate to contact me at: 402-471-4266, or Tara.Sampson@Nebraska.gov.

Sincerely,

Tara L. Sampson, Environmental Quality Program Specialist

Enclosed: Subaward Certification – Federal Funding Accountability and Transparency Act (FFATA)



AGENDA ITEM
NO

16

City of Auburn

January 8, 2018

1101 J Street
Auburn, Nebraska 68305

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

MAYOR

Scott Kudrna

COUNCIL MEMBERS

Katy Billings

Shawn Clark

Tom Clark

Chris Erickson

Rick Janssen

Jeff Jeanneret

Street Department Activity Report (December 2017)

- Appliance and Furniture Recycle Lot – 3 times
- Brush Lot – 3 times
- Worked on equipment at city shop
- Garbage run at parks/rec complex/lake/business area (bimonthly)
- Filled potholes
- Cleaned storm drains
- Trimmed trees in city right of way
- Swept city streets and picked up chips from seal coating
- City lot at 1918 O Street – backfilled with dirt, packed and disconnected the sewer line
- Winter snow removal – plowing, sanding, and hauling snow (5” snowfall)



Harry Bridgmon
Street Commissioner



EQUAL HOUSING OPPORTUNITY

AGENDA ITEM
NO

16

*Auburn Memorial Library*1810 Courthouse Ave
Auburn, NE 68305**City Council Report
January 2018**

- January 18th and 25th, we are offering Book Re-purposing classes from 7:00 p.m – 7:45 p.m. These 2 sessions will be on book folding. There is no cost to attend, but space is limited.
- On Saturday, February 10th we will be having a Valentine's Craft Hour from 10:00 a.m. – 11:00 a.m. for kids 12 and under.

Statistical Report:

<u>Date:</u>	<u>Circulation:</u>	<u>Patrons:</u>	<u>Money to City:</u>
December	2,422	1,536	\$487.95
OverDrive	<u>248</u>	<u>38</u>	
	2,670	1,574	
November	2,916	1,789	\$442.45
OverDrive	<u>241</u>	<u>42</u>	
	3,157	1,831	

AGENDA ITEM NO. 16

**Budget Reports Submitted by City Treasurer
Receipts by Department**

CITY OF AUBURN
BUDGET REPORT
CALENDAR 12/2017, FISCAL 3/2017

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTO BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-00-3200	GEN STATE EQUALIZATION	263,308.29	38,081.92	38,081.92	14.46	225,226.37
01-00-3203	GEN MTR VEHICLE PRORATE	1,400.00		168.37	12.03	1,231.63
01-00-3208	GEN OTHER STATE	22,950.00				22,950.00
01-00-3301	GEN LICENSES & PERMITS	11,000.00	430.00	1,167.50	10.61	9,832.50
01-00-3306	GEN REIM/REFUNDS	7,800.00	12.45	627.50	8.04	7,172.50
01-00-3310	GEN FRANCHISE FEES	60,000.00	1,495.73	2,997.47	5.00	57,002.53
01-00-3312	GEN BPW REVENUE PAYMENT	116,000.00	8,849.69	24,006.01	20.69	91,993.99
01-00-3314	GEN ST LIC AND CITY FINES	4,000.00	60.00	547.50	13.69	3,452.50
01-00-3325	GEN TICKET SALES	45,000.00	140.00	140.00	.31	44,860.00
01-00-3326	GEN CONCESSIONS	12,000.00				12,000.00
01-00-3327	GEN LESSONS	6,200.00				6,200.00
01-00-3332	GEN SALE OF MUNI PROPERTY		34.00	64.50		64.50
01-00-3335	GEN CITY SALES TAX	350,000.00	33,192.66	101,755.71	29.07	248,244.29
01-00-3340	GEN INTEREST	1,000.00	55.63	205.28	20.53	794.72
01-00-3342	GEN PROGRAM & USE FEES	7,000.00	175.00	1,620.00	23.14	5,380.00
01-00-3350	GEN MFO	14,770.00		7,385.06	50.00	7,384.94
01-00-3351	GEN PROPERTY TAXES	555,573.31	2,387.31	57,364.83	10.33	498,208.48
01-00-3352	GEN MTR VEHICLE TAXES	71,000.00	6,009.99	17,803.96	25.08	53,196.04
01-00-3359	GEN CO TREAS OTHER	100.00				100.00
01-00-3360	GEN MISC REVENUES	3,813.26	448.50	1,346.75	35.32	2,466.51
01-00-3361	FIRE PROPERTY TAXES	44,464.59	191.94	4,612.27	10.37	39,852.32
01-00-3363	FIRE MTR VEHICLE PRORATE	150.00		13.54	9.03	136.46
01-00-3368	FIRE OTHER STATE	2,050.00				2,050.00
01-00-3369	FIRE CO TREAS OTHER	10.00				10.00
	DIFFERENCE	1,599,589.45	91,564.82	259,908.17	16.25	1,339,681.28
	PROOF	1,599,589.45	91,564.82	259,908.17	16.25	1,339,681.28

CITY OF AUBURN
BUDGET REPORT
CALENDAR 12/2017, FISCAL 3/2017

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDEO	UNEXPENDEO
03-00-3201	STREET HIGHWAY ALLOCATION	379,031.00	31,433.24	95,364.81	25.16	283,666.19
03-00-3202	STREET STATE MOTOR VEHICLE FEE	29,000.00		7,891.12	27.21	21,108.88
03-00-3206	INCENTIVE PAYMENT	4,000.00				4,000.00
03-00-3306	STREET REIM/REFUNOS			37.25		37.25-
03-00-3335	STREET CITY SALES TAX	50,000.00	4,844.75	17,319.30	34.64	32,680.70
	DIFFERENCE	462,031.00	36,277.99	120,612.48	26.10	341,418.52
	PROOF	462,031.00	36,277.99	120,612.48	26.10	341,418.52

CITY OF AUBURN
BUDGET REPORT
CALENDAR 12/2017, FISCAL 3/2017

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTO BALANCE	YTD BALANCE	PERCENT EXPENDEO	UNEXPENDEO
04-00-3321	PAVING WATER SEWER	8,500.00	.00	.00	.00	8,500.00
	DIFFERENCE	8,500.00	.00	.00	.00	8,500.00
	PROOF	8,500.00	.00	.00	.00	8,500.00

AGENDA ITEM NO. 16

**Budget Reports Submitted by City Treasurer
Expenditures by Department**

CITY OF AUBURN
BUDGET REPORT
CALENDAR 12/2017, FISCAL 3/2017

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTO BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-00-4101	GEN SALARIES	137,500.00	10,842.65	33,320.68	24.23	104,179.32
01-00-4102	GEN HEALTH INSURANCE	33,660.00	1,951.79	5,778.67	17.17	27,881.33
01-00-4103	GEN LIFE INSURANCE	1,100.00	88.07	264.21	24.02	835.79
01-00-4104	GEN PENSION PLAN	5,700.00	433.20	1,299.60	22.80	4,400.40
01-00-4105	GEN WORKMEN COMP	1,650.00		1,162.04	70.43	487.96
01-00-4108	GEN FLEX SPENDING PLAN	850.00	67.25	201.75	23.74	648.25
01-00-4111	GEN FICA MATCH	10,520.00	817.06	2,504.75	23.81	8,015.25
01-00-4201	GEN LEGAL EXPENSES	24,000.00	417.50	11,290.05	47.04	12,709.95
01-00-4202	GEN UTILITIES	10,000.00	832.67	2,424.49	24.24	7,575.51
01-00-4203	GEN INSURANCE	8,500.00		10,787.10	126.91	2,287.10
01-00-4204	GEN MEMBERSHIPS/SUBSCRIP	8,400.00	35.00	245.00	2.92	8,155.00
01-00-4205	GEN MEETING EXPENSES	4,000.00		506.04	12.65	3,493.96
01-00-4206	GEN SERVICES	45,500.00	15,912.71	24,976.46	54.89	20,523.54
01-00-4208	GEN BLDG & GROUND MAINT	3,000.00	81.67	132.22	4.41	2,867.78
01-00-4209	GEN EQUIP & EQUIP MAINT	10,000.00	418.49	1,364.42	13.64	8,635.58
01-00-4217	GEN ECONOMIC DEVELOP	7,000.00				7,000.00
01-00-4218	GEN STATUTES & REFERENCE	200.00				200.00
01-00-4223	GEN TREE PROGRAM	4,500.00				4,500.00
01-00-4230	GEN SALES TAX	200.00				200.00
01-00-4245	GEN ST LIC AND CITY FINES	4,000.00				4,000.00
01-00-4250	GEN SUPPLIES/MATERIALS	6,500.00	1,308.04	2,515.34	38.70	3,984.66
01-00-4299	GEN MISC EXPENSES	500.00		397.20	79.44	102.80
01-00-4400	GEN CAPITAL OUTLAYS	6,400.00				6,400.00
01-00-4700	HANGAR PAYMENT	27,892.00				27,892.00
01-00-4800	GEN GRANT & SPECIAL PROJECTS	41,000.00		10,808.05	26.36	30,191.95
01-00-4810	HOUSING PROGRAMS	80,000.00				80,000.00
01-00-4900	COMPREHENSIVE PLAN UPDATE/HOUS	35,000.00				35,000.00
01-00-4990	CITY/EC DEVELOPMENT POSITION	75,000.00				75,000.00
	DIFFERENCE	592,572.00	33,206.10	109,978.07	18.56	482,593.93
	PROOF	592,572.00	33,206.10	109,978.07	18.56	482,593.93

CITY OF AUBURN
BUDGET REPORT
CALENDAR 12/2017, FISCAL 3/2017

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTO BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-02-4206	POLICE SERVICES	329,000.00	26,833.37	80,500.03	24.47	248,499.97
	DIFFERENCE	329,000.00	26,833.37	80,500.03	24.47	248,499.97
	PROOF	329,000.00	26,833.37	80,500.03	24.47	248,499.97

CITY OF AUBURN
BUDGET REPORT
CALENDAR 12/2017, FISCAL 3/2017

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-05-4101	FIRE DEPT SALARIES	6,000.00	500.00	1,500.00	25.00	4,500.00
01-05-4103	FIRE DEPT LIFE INS	1,800.00	153.73	461.29	25.63	1,338.71
01-05-4105	FIRE DEPT WORKMEN COMP	3,100.00		3,100.16	100.01	.16-
01-05-4111	FIRE DEPT FICA MATCH	460.00	38.25	114.75	24.95	345.25
01-05-4202	FIRE DEPT UTILITIES	7,500.00	1,040.13	1,772.39	23.63	5,727.61
01-05-4203	FIRE DEPT INSURANCE	6,800.00		6,389.66	93.97	410.34
01-05-4204	FIRE DEPT MEMBERS/SUB/RECOG	2,500.00				2,500.00
01-05-4205	FIRE DEPT MEETINGS/TRAININGS	1,750.00				1,750.00
01-05-4206	FIRE DEPT SERVICES	860.00	50.00	189.00	21.98	671.00
01-05-4208	FIRE DEPT BLDG & GROUNDS	3,000.00	256.99	256.99	8.57	2,743.01
01-05-4209	FIRE DEPT EQUIP/MAINT/BUNKER G	10,000.00		434.93	4.35	9,565.07
01-05-4222	FIRE DEPT CHIEF EXPENSES	1,050.00				1,050.00
01-05-4250	FIRE DEPT SUPPLIES	2,200.00	12.83	39.19	1.78	2,160.81
01-05-4400	FIRE DEPT CAPITAL OUTLAYS	5,800.00				5,800.00
01-05-4801	BUNKER GEAR/SCBA	14,000.00				14,000.00
01-05-4802	FIRE HOSE	5,500.00		4,184.10	76.07	1,315.90
	DIFFERENCE	72,320.00	2,051.93	18,442.46	25.50	53,877.54
	PROOF	72,320.00	2,051.93	18,442.46	25.50	53,877.54

CITY OF AUBURN
BUDGET REPORT
CALENDAR 12/2017, FISCAL 3/2017

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTO BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-07-4101	PARKS SALARIES	25,000.00		2,659.00	10.64	22,341.00
01-07-4105	PARKS WORKMEN COMP	2,600.00		3,177.99	122.23	577.99-
01-07-4111	PARKS FICA MATCH	1,750.00		203.41	11.62	1,546.59
01-07-4202	PARKS UTILITIES	22,250.00	1,029.34	4,987.18	22.41	17,262.82
01-07-4203	PARKS INSURANCE	4,300.00		4,474.99	104.07	174.99-
01-07-4206	PARKS SERVICES	3,000.00		700.00	23.33	2,300.00
01-07-4208	PARKS BLDG & GROUNDS MAIN	24,000.00	111.89	3,974.91	16.56	20,025.09
01-07-4209	PARKS EQUIP & MAINT	4,000.00	94.75	2,033.48	50.84	1,966.52
01-07-4230	PARKS SALES TAX/LODGING	700.00				700.00
01-07-4250	PARKS SUPPLIES & EQUIP	12,000.00	163.48	2,074.39	17.29	9,925.61
01-07-4299	PARKS MISC EXPENSES	500.00				500.00
01-07-4400	CAPITAL OUTLAYS	106,000.00	15,776.00	15,776.00	14.88	90,224.00
	DIFFERENCE	206,100.00	17,175.46	40,061.35	19.44	166,038.65
	PROOF	206,100.00	17,175.46	40,061.35	19.44	166,038.65

CITY OF AUBURN
BUDGET REPORT
CALENDAR 12/2017, FISCAL 3/2017

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDEO	UNEXPENDED
01-09-4202	SR CENTER UTILITIES	8,000.00	616.55	1,745.36	21.82	6,254.64
01-09-4203	SR CENTER INSURANCE	300.00				300.00
01-09-4206	SR CENTER SERVICES	2,500.00	190.00	380.00	15.20	2,120.00
01-09-4208	SR CENTER BLDG & GROUNDS	6,000.00	613.30	650.52	10.84	5,349.48
01-09-4209	SR CENTER EQUIP & MAINT	2,000.00		535.95	26.80	1,464.05
01-09-4250	SR CENTER SUPPLIES/MATER	300.00				300.00
	DIFFERENCE	19,100.00	1,419.85	3,311.83	17.34	15,788.17
	PROOF	19,100.00	1,419.85	3,311.83	17.34	15,788.17

CITY OF AUBURN
 BUDGET REPORT
 CALENDAR 12/2017, FISCAL 3/2017

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-51-4101	LIBRARY SALARIES	80,600.00	5,982.09	18,618.63	23.10	61,981.37
01-51-4102	LIBRARY HEALTH INSURANCE	9,768.00	556.09	1,794.16	18.37	7,973.84
01-51-4103	LIBRARY LIFE INSURANCE	340.00	28.17	84.51	24.86	255.49
01-51-4104	LIBRARY PENSION PLAN	3,150.00	250.21	757.05	24.03	2,392.95
01-51-4105	LIBRARY WORKMEN COMP	230.00				230.00
01-51-4111	LIBRARY FICA MATCH	6,170.00	449.38	1,399.58	22.68	4,770.42
01-51-4202	LIBRARY UTILITIES	11,000.00	1,045.19	2,222.64	20.21	8,777.36
01-51-4203	LIBRARY INSURANCE	3,500.00		4,103.34	117.24	603.34-
01-51-4204	LIBRARY MEMBERSHIPS/SUB	700.00		132.60	18.94	567.40
01-51-4205	LIBRARY MEETING EXPENSES	400.00				400.00
01-51-4206	LIBRARY SERVICES	10,000.00	509.79	1,654.22	16.54	8,345.78
01-51-4208	LIBRARY BLDG & GROUNDOS	6,000.00		357.22	5.95	5,642.78
01-51-4209	LIBRARY EQUIP & MAINT	5,000.00		1,016.25	20.33	3,983.75
01-51-4228	LIBRARY BOOKS/AVS	20,000.00	2,027.27	4,982.35	24.91	15,017.65
01-51-4230	LIBRARY SALES TAX	60.00				60.00
01-51-4250	LIBRARY SUPPLIES/MATERIALS	6,000.00	376.28	1,432.13	23.87	4,567.87
01-51-4299	LIBRARY MISC EXPENSES	500.00				500.00
	DIFFERENCE	163,418.00	11,224.47	38,554.68	23.59	124,863.32
	PROOF	163,418.00	11,224.47	38,554.68	23.59	124,863.32

CITY OF AUBURN
BUDGET REPORT
CALENDAR 12/2017, FISCAL 3/2017

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-52-4101	SWIM POOL SALARIES	67,000.00				67,000.00
01-52-4105	SWIM POOL WORKMEN COMP	3,000.00		3,558.26	118.61	558.26-
01-52-4107	SWIM POOL TRAINING/CERTIFICATE	4,500.00				4,500.00
01-52-4111	SWIM POOL FICA MATCH	5,000.00				5,000.00
01-52-4202	SWIM POOL UTILITIES	17,750.00	981.90	1,762.90	9.93	15,987.10
01-52-4203	SWIM POOL INSURANCE	2,000.00		1,947.75	97.39	52.25
01-52-4206	SWIM POOL SERVICES	3,000.00				3,000.00
01-52-4208	SWIM POOL BLDG & GROUNDS	4,000.00		369.32	9.23	3,630.68
01-52-4209	SWIM POOL EQUIP & MAINT	5,000.00		3,621.77	72.44	1,378.23
01-52-4230	SWIM POOL SALES TAX	3,800.00		876.29	23.06	2,923.71
01-52-4250	SWIM POOL SUPPLIES/MATER	16,000.00				16,000.00
01-52-4299	SWIM POOL MISC EXPENSES	500.00				500.00
	DIFFERENCE	131,550.00	981.90	12,136.29	9.23	119,413.71
	PROOF	131,550.00	981.90	12,136.29	9.23	119,413.71

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
03-00-4101	STREET SALARIES	128,000.00	10,379.08	31,465.25	24.58	96,534.75
03-00-4102	STREET HEALTH INSURANCE	22,840.00	1,945.31	6,300.62	27.59	16,539.38
03-00-4103	STREET LIFE INSURANCE	725.00	54.41	163.23	22.51	561.77
03-00-4104	STREET PENSION PLAN	4,500.00	367.57	1,119.78	24.88	3,380.22
03-00-4105	STREET WORKMEN COMP	6,000.00		3,260.77	54.35	2,739.23
03-00-4111	STREET FICA MATCH	9,800.00	775.76	2,352.36	24.00	7,447.64
03-00-4202	STREET UTILITIES	8,000.00	629.82	1,570.91	19.64	6,429.09
03-00-4203	STREET INSURANCE	6,200.00		5,974.33	96.36	225.67
03-00-4206	STREET SERVICES	5,000.00	15.00	632.25	12.65	4,367.75
03-00-4208	STREET BLDG & GR MAINT	500.00				500.00
03-00-4220	STREET SNOW REMOVAL OTH	4,000.00				4,000.00
03-00-4231	STREET ROAD EQUIP PARTS	11,000.00	206.32	7,477.62	67.98	3,522.38
03-00-4232	STREET ROAD EQUIP LABOR	4,000.00	150.80	365.60	9.14	3,634.40
03-00-4240	STREET REIM MEALS/REFUNDS	200.00				200.00
03-00-4256	STREET CHEMICAL SUPPLIES	3,500.00				3,500.00
03-00-4258	STREET SHOP SUPPLIES	2,100.00	147.06	373.52	17.79	1,726.48
03-00-4259	STREET SHOP TOOLS	1,000.00		927.38	92.74	72.62
03-00-4271	STREET GASOLINE	15,000.00	994.51	2,808.74	18.72	12,191.26
03-00-4272	STREET OIL/GREASE/ETC	1,500.00	55.59	55.59	3.71	1,444.41
03-00-4273	STREET TIRES & TIRE REPAIR	3,000.00	20.00	50.00	1.67	2,950.00
03-00-4274	STREET ASPHALTIC MATERIALS	10,000.00		296.10	2.96	9,703.90
03-00-4275	STREET GRAVEL & BORROW	6,000.00				6,000.00
03-00-4277	STREET CONCRETE	10,000.00	773.63	3,103.51	31.04	6,896.49
03-00-4278	STREET CULVERTS	500.00				500.00
03-00-4279	STREET STEEL PRODUCTS	200.00	924.00	1,073.94	536.97	873.94-
03-00-4280	STREET LUMBER	100.00		6.99	6.99	93.01
03-00-4283	STREET SIGNS	600.00		151.30	25.22	448.70
03-00-4287	STREET PAVEMENT MARKING	1,500.00				1,500.00
03-00-4288	STREET FLARES/FLAGS/BARRI	100.00				100.00
03-00-4289	STREET SAFETY PROGRAM	350.00				350.00
03-00-4290	STREET EQUIP/LAND RENTAL	6,000.00	500.00	1,500.00	25.00	4,500.00
03-00-4299	STREET MISC SUPPLIES & MAT	500.00		89.91	17.98	410.09
03-00-4300	STREET CAPITAL IMPROVE.	50,000.00		51,288.10	102.58	1,288.10-
03-00-4400	STREET CAPITAL OUTLAYS	12,750.00				12,750.00
03-00-4600	STREET DEBT SERV INTEREST		2,190.00	2,190.00		2,190.00-
03-00-4700	STREET NEW HIRE	50,000.00				50,000.00
	OIFFERENCE	385,465.00	20,128.86	124,597.80	32.32	260,867.20
	PROOF	385,465.00	20,128.86	124,597.80	32.32	260,867.20

CITY OF AUBURN
BUDGET REPORT
CALENDAR 12/2017, FISCAL 3/2017

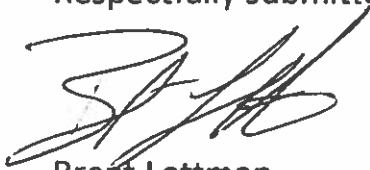
ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDEO	UNEXPENDEO
04-00-4206	STREET IMPROVEMENT SERVICES	45.00		30.00	66.67	15.00
04-00-4299	STREET IMPROVEMENT MISC			2,079.03		2,079.03-
04-00-4500	ST IMPROVE DEBT SERV PRINCIPAL	60,000.00		60,000.00	100.00	
04-00-4600	ST IMPROVE DEBT SERV INTEREST	9,612.50		2,151.14	22.38	7,461.36
	DIFFERENCE	69,657.50		64,260.17	92.25	5,397.33
	PROOF	69,657.50		64,260.17	92.25	5,397.33

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

FOR THE MONTH OF DECEMBER 2017

Total Number of Calls within the City of Auburn	143
Total Number of Ordinance/Animal Calls	28
Total Number of Actual Criminal Cases Reported/Initiated	15

Respectfully submitted,



Brent Lottman
Sheriff

City of Auburn
TIF Activity

Report Date 12-31-17

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	Orscheln
7/31/2017	Balance	\$ 932,491.20	\$ 726,709.55	\$ 55,680.54	\$ 69,104.39	\$ 8,149.20	\$ -		\$ 23,884.04		\$ 48,004.52	\$ 958.96
8/11/2017	Co Collections	\$ 6,564.57	\$ 6,076.85	\$ 487.72								
8/16/2017	City of Auburn	\$ (48,004.52)										
8/31/2017	Interest on Account	\$ 117.98	\$ 96.74	\$ 7.08	\$ 9.44	\$ 1.18			\$ 3.54			
9/6/2017	Cody Bradley	\$ (5,040.00)	\$ (5,040.00)									
9/7/2017	Interest on Account	\$ 25.64	\$ 21.02	\$ 1.54	\$ 2.05	\$ 0.26			\$ 0.77			
9/14/2017	Co. Collections	\$ 72,120.44	\$ 31,991.27	\$ 8,352.78	\$ 8,015.52	\$ 8,770.13			\$ 4,708.98		\$ 10,281.76	
9/15/2017	Orscheln (TIF Balance)	\$ (958.96)	\$ (958.96)									\$ (958.96)
9/15/2017	Cline Williams	\$ (112.00)	\$ (112.00)									
9/30/2017	Interest on Account	\$ 88.80	\$ 71.04	\$ 6.22	\$ 7.10	\$ 1.78			\$ 2.66			
10/10/2017	Auburn Newspaper	\$ (84.00)	\$ (84.00)									
10/10/2017	Cline Williams	\$ (476.00)	\$ (476.00)									
10/13/2017	Co. Collections	\$ 16,598.26	\$ 12,935.39	\$ 337.20								
10/16/2017	Deborah Gerdes	\$ (3,850.00)	\$ (3,850.00)								\$ 3,325.67	
10/16/2017	Lynn Erisman	\$ (2,775.00)	\$ (2,775.00)									
10/31/2017	Interest on Account	\$ 122.90	\$ 97.09	\$ 8.60	\$ 9.83	\$ 2.46			\$ 3.69		\$ 1.23	
11/2/2017	Voided Check											
11/2/2017	Luis Lopez	\$ (6,200.00)	\$ (6,200.00)									
11/9/2017	Co. Collections	\$ 1,183.55	\$ 1,034.56	\$ 120.21	\$ 4.87	\$ 5.33	\$ 1.89		\$ 2.86		\$ 7.90	\$ 5.93
11/9/2017	Co. Collections Trans	\$ 1.89	\$ 1.89				\$ (1.89)					
11/15/2017	Cline Williams	\$ (1,641.72)	\$ (1,641.72)									
11/30/2017	Interest on Account	\$ 118.69	\$ 93.76	\$ 8.31	\$ 9.50	\$ 2.37			\$ 3.56		\$ 1.19	
12/11/2017	Loan Payment	\$ (9,551.70)	\$ (9,551.70)			\$ (9,551.70)						
12/14/2017	Co. Collections	\$ 1,755.19	\$ 1,755.19									
12/29/2017	City of Auburn	\$ (13,617.75)	\$ (13,617.75)								\$ (13,617.75)	
12/31/2017	Interest on Account	\$ 121.83	\$ 98.68	\$ 8.53	\$ 9.75	\$ 1.22			\$ 3.65			
12/31/2017	Balance	\$ 938,997.40	\$ 760,804.31	\$ 65,018.73	\$ 77,172.45	\$ 7,382.23			\$ 28,613.75		\$ -	\$ 5.93

AGENDA ITEM
NO

17