

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.
AUGUST 13, 2012

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. **APPOINTMENTS/REAPPOINTMENTS –**
 - Housing Authority
 - CRA – Community Redevelopment Authority
 - Recreation Committee
 - Planning Commission
10. **7:00 P.M., or as soon thereafter as possible – PUBLIC HEARING** on a Class D – Beer, Wine Distilled Spirits, Off Sale Only License for Shopko Stores Operating Company LLC dba Shopko Hometown 659 at 2410 Dahlke Avenue, Auburn, Nebraska. **Action** on said Public Hearing.
11. **ADDITION** to the Nemaha County Veterans Memorial (Becky Woltemath).
12. **REQUEST** by American Legion Post 23 for a Special Designated Liquor License for a Beer Garden at the fairgrounds for a wedding.
13. **JESSICA MASON** – Presentation on placement of Handicap swings at Legion Park.
14. **DOTTIE HOLLIDAY** citizen concerns regarding the Auburn Airport Authority.

15. **REQUEST** to consider lease for Municipal Pool for water aerobics and/or other private activities.
16. **SEND** membership dues FY2013 Request.
17. **SEND** housing dues FY2013 Request.
18. **MOTION** for final approval of plat for small subdivision, in Block 12, Sheridan Addition to Auburn, Nebraska.
19. **REQUEST** by Planning Commission Chairman to have S Street platted from the 26th Street intersection South to the corporate city limits.
20. **DISCUSSION** on North S Street, paving from Highway 136 intersection north to Glenrock Addition.
21. **BUDGET** Presentation.
22. **FORM COMMITTEE** to review the Employee Handbook (Personnel Manual).
23. **REVIEW** of LB 470 regarding public libraries.
24. **DRAWDOWN #7** – CDBG #10-DTR-105 (Downtown Revitalization Phase II Commercial Rehabilitation) and related claims.
25. **PAVERS INC.** – Pay Application No. One – 2012 Street Improvements, Asphaltic Concrete Overlay Project.
26. **MOTION** to approve and accept ownership and possession of real estate deeded to the city, re: Real estate at 721 11th Street and 716 10th Street (subject to delinquent taxes, interest, and city liens).
27. **REPORTS/RECOMMENDATIONS** - - From Dept. Heads.
 - a. Street Department –
 - b. Fire Department –
 - c. Police Department –
 - d. Library –
 - e. Treasurer -
28. **REPORTS/RECOMMENDATIONS** - - From Committees.
 - a. Street –
 - b. Keep Auburn Beautiful -
 - c. Economic Development –
 - d. Safety Committee –
 - e. Building Committee -
 - f. Legislative –
 - g. Parks and Pool Committee -
 - h. Other Committees & Reports –
29. **ADJOURNMENT.**

Possible Motion Format 8-13-12

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 July 9, 2012 meeting's 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 claim submitted by Auburn Plumbing, Htg. & AC Inc. in the amount of \$65.00.

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)/trainings as requested

9. **APPOINTMENTS** –

- Auburn Housing Authority
- CRA-Community Redevelopment Authority
- Recreation Committee
- Planning Commission

POSSIBLE ACTION: Roll Call on Appointments

10. **7:00 P.M., or as soon thereafter as possible – PUBLIC HEARING** on a Class D – Beer, Wine Distilled Spirits, Off Sale Only License for Shopko Stores Operating Company LLC dba Shopko Hometown 659 at 2410 Dahlke Avenue, Auburn, Nebraska.

POSSIBLE MOTION: I move to approve a Class D-Beer, Wine, Distilled Spirits, Off Sale Only License for Shopko Stores Operating Company LLC dba Shopko Hometown 659 at 2410 Dahlke Avenue, Auburn, Nebraska.

11. **ADDITION** to the Nemaha County Veterans Memorial (Becky Woltemath).

POSSIBLE MOTION: I move to approve the addition to the Nemaha County Veterans Memorial.

12. **REQUEST** by American Legion Post 23 for a Special Designated Liquor License for a Beer Garden at the fairgrounds for a wedding.

POSSIBLE MOTION: I move to approve the request by American Legion Post 23 for a Special Designated Liquor License that is to be associated with a wedding reception and dance to be held from 5:00 o'clock P.M. on October 13, 2012 until 1:00 o'clock A.M. on October 14, 2012 at the Nemaha County Fairgrounds.

13. **JESSICA MASON** – Presentation on placement of Handicap swings at Legion Park.

14. **DOTTIE HOLLIDAY** citizen concerns regarding the Auburn Airport Authority.

15. **REQUEST** to consider lease for Municipal Pool for water aerobics and/or other private activities.

16. **SEND** membership dues FY2013 Request.

POSSIBLE MOTION: I move to approve payment in the amount of \$2,125.00 to Southeast Nebraska Development District for the City's 2013 membership dues.

17. **SEND** housing dues FY2013 Request.

POSSIBLE MOTION: I move to approve payment in the amount of \$1,038.00 to Southeast Nebraska Development District for support of the 2013 housing activities membership dues

18. **MOTION** for final approval of plat for small subdivision, in Block 12, Sheridan Addition to Auburn, Nebraska.

POSSIBLE MOTION: I move for final approval of the plat for small subdivision in Block 12, Sheridan Addition to Auburn, Nebraska.

19. **REQUEST** by Planning Commission Chairman to have S Street platted from the 26th Street intersection South to the corporate city limits.

POSSIBLE MOTION: I move to approve the platting of S Street from the 26th Street intersection South to the corporate city limits

20. **DISCUSSION** on North S Street, paving from Highway 136 intersection north to Glenrock Addition.

21. **BUDGET** Presentation.

22. **FORM COMMITTEE** to review the Employee Handbook (Personnel Manual).

23. **REVIEW** of LB 470 regarding public libraries.

24. **DRAWDOWN #7** – 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 No. 7 and the related claims

25. **PAVERS INC.** – Pay Application No. One – 2012 Street Improvements, Asphaltic Concrete Overlay Project.

POSSIBLE MOTION: I move to approve Pay Application No. One submitted by Pavers Inc. in the amount of \$283,815.97 for work associated with the 2012 Street Improvements-Asphaltic Concrete Overlay project

26. **MOTION** to approve and accept ownership and possession of real estate deeded to the city, re: Real estate at 721 11th Street and 716 10th Street (subject to delinquent taxes, interest, and city liens).

POSSIBLE MOTION: I move to approve and accept ownership and possession of the following real estate deeded to the city: Real estate at 721 11th Street and 716 10th Street subject to delinquent taxes, interest, and city liens

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

- a. Street Department –
- b. Fire Department –
- c. Police Department –
- d. Library –
- e. Treasurer –

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

- a. Street –
- b. Keep Auburn Beautiful -

- c. Economic Development –
- d. Safety Committee –
- e. Building Committee -
- f. Legislative –
- g. Parks and Pool Committee
- h. Other Committees & Reports –

20. **ADJOURNMENT.**

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

City Council Proceedings
July 9, 2012

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 July 9, 2012, 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, Bishop, Clark, Critser, Holtzman, and Kruger. 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 approved the June 11, 2012 meeting's minutes as written.

The City Council approved the financial report.

The following claims were presented before the Council for ratification: Action Technology Services Inc., Se-300.00; American Recycling & Sanitation, Se-213.50; Auburn State Bank, Bonds Princ-Int-89,057.06; Black Hills Energy, Ut-37.47; Blue Cross-Blue Shield, Ins-9731.51; Board of Public Works, Ut-4566.58; Five Nines Technology Group, Se-230.00; Kristine Gill, DTR Project-67587.75; Linda Bantz, Se-309.00; Mark Harms, Ex-500.00; Nemaha County, Se-4693.47; Nevin Miller, CRA TIF Project-1,950.00; The Standard, Ins-373.21; Time Warner Cable, Se-330.81; Verizon, Se-52.13; Windstream, Ut-170.53. The following claims (not previously approved by motion or resolution) were presented: Auburn Plumbing, Htg. & AC Inc., Se-1608.79; Acco, Su-Equip-4978.24; Amazon, Bk-731.55; American Lawncare Inc., Su-Se-1550.00; Associated Supply Co. Inc., Su-210.61; Auburn Memorial Library Petty Cash, Su-48.70; Auburn Newspapers, Se-Su-Sub-257.28; Auburn Senior Center Inc., Transfer-4000.00; Baker & Taylor, Bk-142.66; Board of Public Works, Su-143.43; CDBG Certification, Reg-130.00; Concrete Industries Inc., Su-2466.50; Demco, Su-96.43; Eakes Office Plus, Su-94.53; Eggers Brothers Inc., Su-65.90; Filter Care, Se-16.50; Heiman Fire Equipment, Maint-Su-80.07; JEO Consulting Group Inc., Se-2825.00; League of NE Municipalities, Reg-388.00; Loveland Grass Pad, Su-318.00; Lynch's Hardware & Gifts, Su-52.94; Menards, Su-219.66; Michael Todd & Co. Inc., Su-386.85; Nebraska Law Enforcement, Training-68.00; Nemaha County Register of Deeds, Se-402.67; Nemaha County Sheriff, Se-1695.92; OCLC Inc., Sub-47.55; Orscheln, Su-981.60; Petersens Auto Repair, Re-867.45; Petty Cash, Su-Se-201.92; Pieters Construction, Se-400.00; Postmaster, Su-110.00; Ramada Inn, Ex-146.00; Ricoh USA Inc., Se-231.69; RR Donnelley, Su-101.99; Sack Lumber Co., Su-782.45; Schneider OK Tire Store Inc., Se-20.00; Stutheit Implement Co., Equip-322.55; Sunmart, Su-66.22; Targets Online, Su-32.26; The Flower Shoppe, Su-19.96; Tri-State Office Products, Su-71.23; Xerox Corporation, Maint-Su-340.93.

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 claim submitted by Auburn Plumbing, Htg. & AC in the amount of \$1608.79. Council Member Bishop abstained from voting on said claim.

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.

Approval was given for Kris Baker to attend the 2012 NSA (Nebraska Sheriffs' Association) & POAN (Police Officers' Association of Nebraska) Fall Conference in October.

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The City Council confirmed: the appointments of Dave Pippert to the Library Board, Glenna Miller to the Auburn Housing Authority and Frank Critser to the Budget/Finance Committee. Council Member Critser abstained from voting on his appointment to the Budget/Finance Committee. The City Council also confirmed the reappointment of Doug Jones and Micki Willis to the Planning Commission. With three Council Members (Billings, Bishop, Critser) voting in favor, two Council Members (Holtzman, Clark) voting in opposition and Council Member Kruger abstaining there was not a majority vote to confirm the appointment of Mary Kruger to the Budget/Finance Committee.

Public Hearing was held concerning an application to the Nebraska Department of Economic Development for a Nebraska Affordable Housing Program Grant. There was no opposition given. Following the public hearing, the Mayor was authorized and directed to proceed with the formulation of any and all contracts, documents or other memoranda concerning an application to the Nebraska Department of Economic Development for 2012 CDBG Owner Occupied Housing Rehabilitation Funds by the passage and adoption of Resolution No. 14-12.

Public Hearing was held concerning notice of intent to relend \$17,000.00 of economic development program income as a relending to Amy Clark/Rick Clark/C & T Inc/ dba Arbor Manor. There was no opposition given. Following the public hearing, the Mayor was authorized and directed to execute all necessary and appropriate documents on behalf of the City to allow the relending of \$17,000 from the ED Program Income (ED ReUse) Fund by the passage and adoption of Resolution No. 15-12.

CDBG #10-DTR-105 (Downtown Revitalization Phase II Commercial Rehabilitation) Drawdown #6 and the related claims were approved.

The City Council approved the Revised Housing Program Income ReUse Plan for Non-ED CDBG Funds.

The request by Terry Fulton/TCB Contracting for an extension of an additional 120 days to the completion deadline set forth in Resolution No. 9-12 as it relates to the infill housing grant awarded to him was approved.

With four Council Members (Kruger, Billings, Critser, and Holtzman) voting in favor and two Council Members (Bishop and Clark) voting against the motion to table, the Mayor and Council tabled action regarding the following real estate gifted to the City of Auburn: 716 10th Street, Lot 8, Block 8, Howe & Nixon Addition and 721 11th Street, Subdivision F, Block 15, Sage's Reserve.

With five Council Members (Clark, Critser, Holtzman, Kruger, Bishop) voting in favor and one Council Member (Billings) voting in opposition, Ordinance No. 10-12, Governing the Preservation of Landmarks and Historical Districts within the Corporate City Limits was approved.

The City Council confirmed the appointments of the following individuals to the Historical Preservation Board: Bob Hemmingsen, Peggy Kuser, Shane Charbonnet, Kris Gill and Sue Remmers.

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

The following committees provided reports: Street, Economic Development, Safety, and Parks/Pool. A written financial report was provided by the Auburn Community Redevelopment Authority.

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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.

AGENDA ITEM
NO

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Auburn, Nebraska
July 9, 2012

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 July 9, 2012, 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 July 6, 2012. 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, Bishop, Clark, Critser, Holtzman, and Kruger. 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 Holtzman moved to dispense with the reading of the June 11, 2012 meeting's minutes and to approve the same as written. The foregoing motion was seconded by Council Member Bishop and upon roll call vote, the following Council Members voted "YEA": Bishop, Clark, Critser, Holtzman, Kruger, and Billings. The following voted "NAY": No one. Motion: Carried.

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

The following claims were presented before the Council for ratification: Action Technology Services Inc., Se-300.00; American Recycling & Sanitation, Se-213.50; Auburn State Bank, Bonds Princ-Int-89,057.06; Black Hills Energy, Ut-37.47; Blue Cross-Blue Shield, Ins-9731.51; Board of Public Works, Ut-4566.58; Five Nines Technology Group, Se-230.00; Kristine Gill, DTR Project-67587.75; Linda Bantz, Se-309.00; Mark Harms, Ex-500.00; Nemaha County, Se-4693.47; Nevin Miller, CRA TIF Project-1,950.00; The Standard, Ins-373.21; Time Warner Cable, Se-330.81; Verizon, Se-52.13; Windstream, Ut-170.53. The following claims (not previously approved by motion or resolution) were presented: Auburn Plumbing, Htg. & AC Inc., Se-1608.79; Acco, Su-Equip-4978.24; Amazon, Bk-731.55; American Lawncare Inc., Su-Se-1550.00; Associated Supply Co. Inc., Su-210.61; Auburn Memorial Library Petty Cash, Su-48.70; Auburn Newspapers, Se-Su-Sub-257.28; Auburn Senior Center Inc., Transfer-4000.00; Baker & Taylor, Bk-142.66; Board of Public Works, Su-143.43; CDBG Certification, Reg-130.00; Concrete Industries Inc., Su-2466.50; Demco, Su-96.43; Eakes Office Plus, Su-94.53; Eggers Brothers Inc., Su-65.90; Filter Care, Se-16.50; Heiman Fire Equipment, Maint-Su-80.07; JEO Consulting Group Inc., Se-2825.00; League of NE Municipalities, Reg-388.00; Loveland Grass Pad, Su-318.00; Lynch's Hardware & Gifts, Su-52.94; Menards, Su-219.66; Michael Todd & Co. Inc., Su-386.85; Nebraska Law Enforcement, Training-68.00; Nemaha County Register of Deeds, Se-402.67; Nemaha County Sheriff, Se-1695.92; OCLC Inc., Sub-47.55; Orscheln, Su-981.60; Petersens Auto Repair, Re-867.45; Petty Cash, Su-Se-201.92; Pieters Construction, Se-400.00; Postmaster, Su-110.00; Ramada Inn, Ex-146.00; Ricoh USA Inc., Se-231.69; RR Donnelley, Su-101.99; Sack Lumber Co., Su-782.45; Schneider OK Tire Store Inc., Se-20.00; Stutheit Implement Co., Equip-322.55; Sunmart, Su-66.22; Targets Online, Su-32.26; The Flower Shoppe, Su-19.96; Tri-State Office Products, Su-71.23; Xerox Corporation, Maint-Su-340.93.

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Council Member Billings moved to approve the claim submitted by Auburn Plumbing, Htg. & AC in the amount of \$1608.79. The foregoing motion was seconded by Council Member Holtzman and upon roll call vote, the following Council Members voted "YEA": Critser, Holtzman, Kruger, Billings, and Clark. The following voted "NAY": No one. Council Member Bishop abstained from voting on said claim. Motion: Carried.

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. The foregoing motion was seconded by Council Member Bishop and upon roll call vote, the following Council Members voted "YEA": Holtzman, Kruger, Billings, Bishop, Clark, and Critser. The following voted "NAY": No one. Motion: Carried.

Kris Baker requested approval to attend the 2012 NSA (Nebraska Sheriffs' Association) & POAN (Police Officers' Association of Nebraska) Fall Conference in October. Council Member Holtzman moved to allow attendance as requested. The foregoing motion was seconded by Council Member Clark and upon roll call vote, the following Council Members voted "YEA": Kruger, Billings, Bishop, Clark, Critser, and Holtzman. The following voted "NAY": No one. Motion: Carried.

Mayor Kudrna offered the appointment of Dave Pippert to the Library Board. Upon calling the roll, the following Council Members voted "YEA": Billings, Bishop, Clark, Critser, Holtzman, and Kruger. The following voted "NAY": No one. Appointment: Confirmed.

The Mayor offered the reappointment of Doug Jones to the Planning Commission. Upon calling the roll, the following Council Members voted "YEA": Bishop, Clark, Critser, Holtzman, Kruger, and Billings. The following voted "NAY": No one. Reappointment: Confirmed.

The Mayor offered the reappointment of Micki Willis to the Planning Commission. Upon calling the roll, the following Council Members voted "YEA": Clark, Critser, Holtzman, Kruger, Billings, and Bishop. The following voted "NAY": No one. Reappointment: Confirmed.

The Mayor offered the appointment of Glenna Miller to the Auburn Housing Authority. Upon calling the roll, the following Council Members voted "YEA": Critser, Holtzman, Kruger, Billings, Bishop, and Clark. The following voted "NAY": No one. Appointment: Confirmed.

Mayor Kudrna offered the appointment of Council Member Kruger to the Budget/Finance Committee. Upon calling the roll, the following voted "YEA": Billings, Bishop, and Critser. The following voted "NAY": Holtzman, and Clark. Council Member Kruger abstained from voting. There was not a majority vote to confirm the appointment of Mary Kruger to the Budget/Finance Committee. Appointment: Not confirmed.

The Mayor offered the appointment of Frank Critser to the Budget/Finance Committee. Upon calling the roll, the following voted "YEA": Kruger, Billings, Bishop, Clark, and Holtzman. The following voted "NAY": No one. Council Member Critser abstained from voting. Appointment: Confirmed.

Public Hearing was held concerning an application to the Nebraska Department of Economic Development for a Nebraska Affordable Housing Program Grant. There was no opposition given. After allowing time for comment from the public, the public hearing was closed. Council Member Bishop moved that the Mayor be authorized and directed to proceed with the formulation of any and all contracts, documents or other memoranda concerning an application to the Nebraska Department of Economic Development for 2012 CDBG Owner Occupied Housing Rehabilitation Funds by the passage and adoption of Resolution No. 14-12. The foregoing motion was seconded by Council Member Billings and upon roll call vote, the following Council Members voted "YEA": Billings, Bishop, Clark, Critser, Holtzman, and Kruger. The following voted "NAY": No one. Motion: Carried. A true, correct and complete

copy of said resolution is as follows:

RESOLUTION NO. 14-12

2012 Application for CDBG Owner Occupied Housing Rehabilitation Funds

Authorizing Chief Elected Official to sign an Application to the Nebraska Department of Economic Development for a 2012 Owner Occupied Housing Rehab category Nebraska Affordable Housing Program Grant.

Whereas, the City of Auburn, Nebraska is an eligible unit of a general local government authorized to file an application under the Housing and Community Development Act of 1974 as Amended for Small Cities Community Development Block Grant Program, and Cranston-Gonzalez National Affordable Housing Act of 1990 (HOME Program) funds distributed by the Nebraska Department of Economic Development through the Nebraska Affordable Housing Program, and

Whereas, the City of Auburn, Nebraska has obtained its citizens' comments on community development and housing needs; and has conducted a public hearing upon the proposed application and received favorable public comment respecting the application which is for an amount of \$250,000 in Nebraska Affordable Housing Program Funds for the rehabilitation of 8 owner occupied homes City Wide in the City of Auburn, and

NOW, THEREFORE, BE IT RESOLVED BY

The City Council of Auburn, Nebraska that the Mayor be authorized and directed to proceed with the formulation of any and all contracts, documents or other memoranda between the City of Auburn and the Nebraska Department of Economic Development so as to effect acceptance of the grant application, #12-HO.

Public Hearing was held concerning notice of intent to relend \$17,000.00 of economic development program income as a relending to Amy Clark/Rick Clark/C & T Inc/ dba Arbor Manor. There was no opposition given. Following the public hearing, Council Member Billings moved that the Mayor be authorized and directed to execute all necessary and appropriate documents on behalf of the City to allow the relending of \$17,000 from the ED Program Income (ED ReUse) Fund by the passage and adoption of Resolution No. 15-12. The foregoing motion was seconded by Council Member Bishop and upon roll call vote, the following Council Members voted "YEA": Bishop, Clark, Critser, Holtzman, Kruger, and Billings. The following voted "NAY": No one. Motion: Carried. A true, correct and complete copy of said resolution is as follows:

RESOLUTION NO. 15-12

Relending AubLn#95-2012-Re-10

TO USE ED PROGRAM INCOME FROM A PREVIOUS COMMUNITY DEVELOPMENT BLOCK GRANT

Arbor Manor/Amy S. Clark/ Rick L. Clark/ T&C Inc. for a Re-Roof/Construction Loan/ReRoof Project

WHEREAS, the City of Auburn, Nebraska has received a previous Community Development Block Grant for economic development and,

WHEREAS, program income (ReUse) funds for economic development are to be used for making loans to private businesses in accordance with the City's CDBG Economic Development Plan, program, and governing regulations, and,

WHEREAS, the City has previously adopted an amended ReUse plan meeting the requirements of the Community Development Block Grant program and,

WHEREAS, the City of Auburn CDBG ED Program Income Reuse Committee/Application Review Board, has recommended a ReUse application presented by an area business as spelled

out in the Memorandum of Understanding (MOU) to finance construction for the re-roof of the steakhouse portion of Arbor Manor, and

WHEREAS, the City of Auburn has conducted a public hearing upon the proposed application,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Auburn, Nebraska hereby approves a specific Relending to Amy S. Clark/Rick L. Clark/ T&C Inc/ dba Arbor Manor, for the amount of \$17,000 subject to the City's CDBG Economic Development (ReUse) Plan, program guidelines and regulatory provisions governing the Economic Development Plan and subject to the specific MOU signed regarding this loan application.

NOW, THEREFORE, BE IT RESOLVED BY the City Council of the City of Auburn, that the Mayor is hereby authorized and directed to execute all necessary and appropriate documents on behalf of the City of Auburn to effect acceptance of the loan application, contingent upon approval of the City Attorney as to form.

Council Member Bishop moved to approve CDBG #10-DTR-105 (Downtown Revitalization Phase II Commercial Rehabilitation) Drawdown #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": Clark, Critser, Holtzman, Kruger, Billings, and Bishop. The following voted "NAY": No one. Motion: Carried.

Council Member Holtzman moved to approve the Revised Housing Program Income ReUse Plan for Non-ED CDBG Funds. The foregoing motion was seconded by Council Member Critser and upon roll call vote, the following Council Members voted "YEA": Critser, Holtzman, Kruger, Billings, Bishop, and Clark. The following voted "NAY": No one. Motion: Carried.

Discussion was held regarding the request by Terry Fulton/TCB Contracting for an extension of an additional 120 days to the completion deadline set forth in Resolution No. 9-12 as it relates to the infill housing grant awarded to him. KAB has met and recommends that the extension of time be approved. Council Member Bishop moved to approve an extension of an additional 120 days to the completion deadline set forth in Resolution No. 9-12. The foregoing motion was seconded by Council Member Holtzman and upon roll call vote, the following Council Members voted "YEA": Holtzman, Kruger, Billings, Bishop, Clark, and Critser. The following voted "NAY": No one. Motion: Carried.

Discussion was held by the Mayor and Council regarding the following real estate gifted to the City of Auburn: 716 10th Street, Lot 8, Block 8, Howe & Nixon Addition and 721 11th Street, Subdivision F, Block 15, Sage's Reserve. Council Member Critser moved to table action; Seconded by Council Member Billings and upon roll call vote, the following Council Members voted "YEA": Kruger, Billings, Critser, and Holtzman. The following voted "NAY": Bishop and Clark. Motion: Carried.

Proposed Ordinance No. 10-12, Governing the Preservation of Landmarks and Historical Districts within the corporate city limits was presented for consideration. The Mayor announced that the introduction of the proposed Ordinance was in order.

ORDINANCE NO. 10-12
Preservation of Landmarks and Historical Districts

Council Member Bishop moved that the minutes of 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 voted "YEA": Billings, Bishop, Clark, Critser, Holtzman, and Kruger. The following voted "NAY": No one.

Mayor Kudrna appointed the following individuals to the Historical Preservation Board: Bob Hemmingsen, Peggy Kuser, Shane Charbonnet, Kris Gill and Sue Remmers. Upon calling the roll, the following Council Members voted "YEA": Critser, Holtzman, Kruger, Billings, Bishop, and Clark. The following voted "NAY": No one. Appointments: Confirmed.

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

The following committees provided reports: Street, Economic Development, Safety, and Parks/Pool. A written financial report was provided by the Auburn Community Redevelopment Authority.

There being no further business to come before the Mayor and Council, Council Member Holtzman moved for adjournment to meet at the call of the Mayor. Council Member Critser seconded the foregoing motion and upon roll call vote, the following Council Members voted "YEA": Holtzman, Kruger, Billings, Bishop, Clark, and Critser. 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 July 9, 2012; 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

CALENDAR 7/2012, FISCAL 10/2011

AGENDA ITEM
 NO 6

ACCOUNT TITLE	LAST REPORT ON HAND	RECEIVED	DISBURSED	BALANCE
GENERAL CHECKING	676,921.51	73,676.45	117,731.02	632,866.94
STREET CHECKING	83,784.05	38,607.40	19,527.91	102,863.54
STREET BOND/WARRANT CHECKING	37,887.62	1,749.94	45,736.25	6,098.69-
TOTAL CHECKING:	798,593.18	114,033.79	182,995.18	729,631.79
TOTAL NSF A/R	.00	.00	.00	.00
TOTAL FIRE DEPT SINKING	8,929.70	.00	.00	8,929.70
TOTAL KENO OPER CHECKING:	.00	.00	.00	.00
TOTAL KENO RESERVE MMA:	25,012.44	488.57	3,000.00	22,501.01
TOTAL KENO CHECKING	71,898.24	2,551.08	420.00	74,029.32
TOTAL CDBG CHECKING	7,648.43	23,921.00	23,921.00	7,648.43
TOTAL CDBG ED MMA:	19,492.91	170.00	.00	19,662.91
TOTAL CDBG DTR REUSE	.00	669.98	.00	669.98
TOTAL CDBG HD SAVINGS:	5,551.51	565.33	.00	6,116.84
TOTAL CRA CHECKING	405,924.30	2,457.68	17.98	408,364.00
TOTAL CITY REC CHECKING	63,947.21	.00	.00	63,947.21
GENERAL CD #23810	75,000.00			75,000.00
SPEC PROJECT CD #23925	75,207.95			75,207.95
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:	350,207.95	.00	.00	350,207.95
TOTAL CASH ON HAND:	1,757,205.87	144,857.43	210,354.16	1,691,709.14

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

GENERAL FUND

ADMIN

AFLAC	GEN AFLAC	54.80
FIVE NINES TECHNOLOGY GROUP	BACK UP AGREEMENT	63.70
NE DEPT. OF AGRICULTURE	REG FEE	10.36
REGION V-SENDS	CITY HALL CLEANING	135.00
TIME WARNER CABLE	PHONE	220.09
		=====
	ADMIN	483.95

POLICE DEPARTMENT

MEYER-EARP CHEVROLET	2012 CHEV CAPRICE	24,926.00
WRIGHT EXPRESS FSC	FUEL	1,391.47
		=====
	POLICE DEPARTMENT	26,317.47

FIRE DEPARTMENT

BLACK HILLS ENERGY	NATURAL GAS	40.86
WRIGHT EXPRESS FSC	FUEL CARDS	10.00
		=====
	FIRE DEPARTMENT	50.86

PARK DEPARTMENT

WRIGHT EXPRESS FSC	FUEL	313.12
		=====
	PARK DEPARTMENT	313.12

SR. CENTER DEPARTMENT

REGION V-SENDS	SR. CENTER CLEANING	190.00
		=====
	SR. CENTER DEPARTMENT	190.00

LIBRARY DEPARTMENT

BOARD OF PUBLIC WORKS	ELECTRIC	192.16
WINDSTREAM NEBRASKA INC	PHONE	126.59
		=====
	LIBRARY DEPARTMENT	318.75

POOL DEPARTMENT

BLACK HILLS ENERGY	NATURAL GAS	685.14
NE DEPT. OF REVENUE	FORM 10 APR-JUN 2012-06	2,043.91
NE DOL/BOILER INSPECTION PROGR	EXT-BLR 1600-3200 MBH	81.00
TIME WARNER CABLE	PHONE	39.48

VENDOR NAME	REFERENCE	VENDOR TOTAL
		=====
	POOL DEPARTMENT	2,849.53
		=====
	GENERAL FUND	30,523.68
	STREET FUND	
	ADMIN	
BLACK HILLS ENERGY	NATURAL GAS	22.75
TIME WARNER CABLE	PHONE	39.28
WRIGHT EXPRESS FSC	FUEL	1,042.86
		=====
	ADMIN	1,104.89
		=====
	STREET FUND	1,104.89
	STREET BOND/WARRANT FUND	
	ADMIN	
AUBURN STATE BANK	BONDS DATED 9-1-09	45,736.25
		=====
	ADMIN	45,736.25
		=====
	STREET BOND/WARRANT FUND	45,736.25
	KENO FUND	
	KENO BETTERMENT	
NE DEPT. OF REVENUE	APR-JUNE 2012 FORM 51C	420.00
		=====
	KENO BETTERMENT	420.00
		=====
	KENO FUND	420.00
	CDBG GRANT FUND	
	ADMIN	
GENE & SUSAN REMMERS	DTR GRANT	19,571.00
PEGGY KUSER	DTR GRANT	4,350.00
		=====
	ADMIN	23,921.00
		=====
	CDBG GRANT FUND	23,921.00
	COMM REDEVELOP AUTHORITY	

VENDOR NAME	REFERENCE	VENDOR TOTAL

	ADMIN	
AUBURN NEWSPAPERS	PUBLISHING	17.98
		=====
	ADMIN	17.98
		=====
	COMM REDEVELOP AUTHORITY	17.98
**** PAID TOTAL ****		101,723.80
		=====
**** REPORT TOTAL ****		101,723.80
		=====

AGENDA ITEM
 NO 7

VENDOR NAME	REFERENCE	

GENERAL FUND		
ADMIN		
AMERICAN RECYCLING SANITATION	TRASH SERVICE	145.00
BLUE CROSS-BLUE SHIELD	EGGERS, HESKETT	2,067.55
BOARD OF PUBLIC WORKS	ELECTRIC	585.02
REGION V-SENDS	CLEANING	135.00
THE STANDARD	CITY HALL EMP	70.89
		=====
		3,003.46
POLICE DEPARTMENT		
BLUE CROSS-BLUE SHIELD	ADAMS, BAKER, NEEMAN, TIMMERMAN	5,105.90
NEMAHA COUNTY	RENT AND DISPATCHING	4,693.47
THE STANDARD	POLICE DEPT	101.13
WINDSTREAM NEBRASKA INC	PHONE	129.06
		=====
		10,029.56
FIRE DEPARTMENT		
BOARD OF PUBLIC WORKS	ELECTRIC	202.47
THE STANDARD	FIRE DEPT	136.40
TIME WARNER CABLE	PHONE	86.76
		=====
		425.63
PARK DEPARTMENT		
BOARD OF PUBLIC WORKS	ELECTRIC	1,954.05
TIME WARNER CABLE	REC COMPLEX PHONE	39.28
		=====
		1,993.33
SR. CENTER DEPARTMENT		
BOARD OF PUBLIC WORKS	ELECTRIC	797.62
REGION V-SENDS	CLEANING	190.00
		=====
		987.62
LIBRARY DEPARTMENT		
AMERICAN RECYCLING SANITATION	TRASH SERVICE	38.50
BLUE CROSS-BLUE SHIELD	KOENEKE	952.16
BOARD OF PUBLIC WORKS	ELECTRIC	618.17
FIVE NINES TECHNOLOGY GROUP	BACKUP AGREEMENT	40.00
LINDA BANTZ	LIBRARY CLEANING	309.00
THE STANDARD	LIBRARY	20.95

ACCOUNTS PAYABLE ACTIVITY
 CLAIMS REPORT

VENDOR NAME	REFERENCE	VENDOR TOTAL
	LIBRARY DEPARTMENT	1,978.78
	POOL DEPARTMENT	
BLACK HILLS ENERGY	NATURAL GAS	18.60
BOARD OF PUBLIC WORKS	ELECTRIC	1,655.99
	POOL DEPARTMENT	1,674.59
	GENERAL FUND	20,092.97
	STREET FUND	
	ADMIN	
BLACK HILLS ENERGY	NATURAL GAS	23.50
BLUE CROSS-BLUE SHIELD	BRIDGMON, COWAN	1,605.90
BOARD OF PUBLIC WORKS	ELECTRIC	329.58
MARK HARMS	USE OF PROPERTY	500.00
THE STANDARD	STREET DEPT	43.84
VERIZON WIRELESS	CELL PHONE	51.99
	ADMIN	2,554.81
	STREET FUND	2,554.81
**** PAID	TOTAL ****	22,647.78
***** REPORT TOTAL *****		22,647.78

VENDOR NAME	REFERENCE	AGENDA ITEM NO

	GENERAL FUND	7
	POOL DEPARTMENT	
AUBURN PLUMBING, HTG & AC INC.	PLMG SERVIC CALL/FIX LEAKS	65.00
		=====
	POOL DEPARTMENT	65.00
		=====
	GENERAL FUND	65.00
		=====
**** PAID TOTAL ****		65.00
		=====
***** REPORT TOTAL *****		65.00
		=====

AGENDA ITEM
NO

7

VENDOR NAME	REFERENCE	
	GENERAL FUND	
	ADMIN	
AFLAC	GEN AFLAC INS WH	54.80
	ADMIN	54.80
	GENERAL FUND	54.80
**** PAID	TOTAL ****	54.80
***** REPORT TOTAL *****		54.80

VENDOR NAME	REFERENCE	

GENERAL FUND		
ADMIN		
AUBURN NEWSPAPERS	NOTICE OF ENTENT TO RE-LEND	157.02
BOARD OF PUBLIC WORKS	SIREN BATTERY	143.76
BYTES	ADOBE ACROBAT PRO 9	278.00
EAKES OFFICE PLUS	2 BOOK, APPT, MO TEL-ADD,	182.68
ERICKSON-SEDERSTROM, P.C	LEGAL OPINION	636.55
FIVE NINES TECHNOLOGY GROUP	SYSTEM ENGINEER T&M SERVICE	475.00
GLENN'S CORNER MARKET	PAPER TOWELS	94.00
KIM BEGER	MILEAGE FOR CDBG CERT	308.04
LEAGUE OF NE MUNICIPALITIES	LEAGUE OF NEBRASKA MUNI DUES	4,025.00
LIGOURI LAW OFFICE	CITY FEES	7,518.65
NEMAHA COUNTY COURT	STATE V	17.00
ORSCHELN	SPRAYER 32 OZ	39.40
PETTY CASH	RUG SERVICE 6-19	121.90
POSTMASTER	STAMPS	90.00
SCHENDEL PEST CONTROL	40 NEW HD SENTRICON STATION	1,714.30
SHERRY HESKETT	MILEAGE 2012 MUNI ACCT CONF	220.89
TRI-STATE OFFICE PRODUCTS	MINI BINDER CLIPS	384.93
XEROX CORPORATION	AUGUST BASE CHARGE	292.91
		=====
ADMIN		16,700.03
POLICE DEPARTMENT		
ACTION TECHNOLOGY SERVICES INC	CONTRACTED NETWORK SERVICES	300.00
BULLDOG AUTO PARTS	NEOFORM WIPER BLADE	24.73
D & D COMMUNICATIONS	WAVE ANTENNA	33.00
KUSTOM SIGNALS INC	KIT,DIG OVHD MNT UNIV	72.00
MEYER-EARP CHEVROLET	HATCH 09TAHOE	1,101.08
NEMAHA COUNTY SHERIFF	7-7 LAW ENFORCEMENT COVERAGE	1,262.08
PETTY CASH	POSTAGE 7-2	23.68
		=====
POLICE DEPARTMENT		2,816.57
FIRE DEPARTMENT		
BULLDOG AUTO PARTS	GRAY SEA	141.07
LYNCH'S HARDWARE & GIFTS	21 RING	13.86
ORSCHELN	NIPPLE	22.95
SCHENDEL PEST CONTROL	30 NEW HD SENTICON STATION	1,285.70
		=====
FIRE DEPARTMENT		1,463.58
PARK DEPARTMENT		
AUBURN NEWSPAPERS	7/27 1 BOX OF RV ENVELOPES	42.00
BOARD OF PUBLIC WORKS	HEAT SHRINK, SILICONE, WIRE	295.61
BULLDOG AUTO PARTS	FUEL PRIMER	6.14
DETTMER FARM SERVICE INC.	300 LBS COPPER SULPHATE/LAKE	855.00
EAKES OFFICE PLUS	1 BOOK, APPT, MO TEL-ADD	14.29
GLENN'S CORNER MARKET	PAPER TOWELS/PARKS	289.50

ACCOUNTS PAYABLE ACTIVITY
 CLAIMS REPORT

VENDOR NAME	REFERENCE	VENDOR TOTAL
ORSCHELN	TAPE OPEN REEL FIBERGLASS	82.13
PETTY CASH	SUPPLIES 7-2	5.33
SACK LUMBER COMPANY	10 OZ PLS10 CRACK SEALANT	72.31
STUTHEIT IMPLEMENT CO.	BELT #66	66.49
		=====
	PARK DEPARTMENT	1,728.80
	SR. CENTER DEPARTMENT	
BCOM TECH SOLUTIONS	CONFIGURED NEW PC/FILE TRANS	569.99
EAKES OFFICE PLUS	1 BOOK, APPT, MO TEL-ADD	14.29
LYNCH'S HARDWARE & GIFTS	ANT SPRAY	24.95
		=====
	SR. CENTER DEPARTMENT	609.23
	LIBRARY DEPARTMENT	
AMAZON	BEDTIME FOR MOMMY	680.41
AUBURN MEM. LIBRARY PETTY CASH	ILL AND STAMPS	98.72
AUBURN NEWSPAPERS	6/7 SUMMER READING AD	79.20
BAKER & TAYLOR	19 BOOKS	280.26
DEMCO	CD BINDER ALBUM 10-CAPACITY	267.83
FIVE NINES TECHNOLOGY GROUP	SHIPPING/HANDLING	104.02
LYNCH'S HARDWARE & GIFTS	10 BULBS	139.90
OCLC INC	ILL SUBSCRIPTION MONTHLY	47.11
ORSCHELN	BULB INDOOR SPOT	4.19
TRI-STATE OFFICE PRODUCTS	CTN COPY PAPER	77.98
		=====
	LIBRARY DEPARTMENT	1,779.62
	POOL DEPARTMENT	
ACCO	COMBO GAUGE 2.5" 30-30#	2,502.56
AMERICAN RED CROSS	154 STUDENTS	302.00
GLENN'S CORNER MARKET	PAPER TOWELS	94.00
LYNCH'S HARDWARE & GIFTS	2 TOILET BOLTS	8.57
MID CON SYSTEMS INC.	HI SEPT 6 6XI	512.14
ORSCHELN	COTTON MOP HEAD	45.16
PETTY CASH	DIAPERS 6-12	32.00
SUNMART #728	THE WORKS/PAPER CLIPS,409	124.57
TRI-STATE OFFICE PRODUCTS	HP 45 CTG	80.78
		=====
	POOL DEPARTMENT	3,701.78
	GENERAL FUND	28,799.61
	STREET FUND	
	ADMIN	
BOARD OF PUBLIC WORKS	17TH & COURTHOUSE/SEWER REPAIR	31.34
BOWMAN EQUIPMENT & REPAIR	DUMP TRUCK/TACK	100.00
BULLDOG AUTO PARTS	HOSE END	117.08

City of Auburn
ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT

VENDOR NAME	REFERENCE	VENDOR TOTAL
CONCRETE INDUSTRIES INC	17TH & COURTHOUSE AVE	782.75
EGGERS BROTHERS INC	ENG. TREATMENT	19.67
FILTER CARE	#406 CLEANED	18.35
JEO CONSULTING GROUP INC.	AUBURN ASPHALT OVERLAY	11,658.50
LARSON	OIL-AUTOMATIC TRANSMISSION	77.88
MELLAGE REPAIR	#14 CLUTCH	231.00
ORSCHELN	4 WATER 24 PACK	71.53
PIETERS CONSTRUCITON	CONCRETE 17TH & COURTHOUSE	400.00
SACK LUMBER COMPANY	2PK 3' MINI TRIM COVERS	51.53
STUTHEIT IMPLEMENT CO.	OIL FILTER POLE SAW	4.15
	ADMIN	13,563.78
	STREET FUND	13,563.78
**** PAID TOTAL ****		42,363.39
***** REPORT TOTAL *****		42,363.39

AGENDA ITEM
 NO 7

VENDOR NAME	REFERENCE	
	GENERAL FUND	
	ADMIN	
NEMAHA CO REGISTER OF DEEDS	DTR FILINGS	92.50
	ADMIN	92.50
	PARK DEPARTMENT	
FRY & ASSOCIATES INC.	PLAYGROUND SWING SEAT/CHAIN	99.00
	PARK DEPARTMENT	99.00
	GENERAL FUND	191.50
	KENO FUND	
	KENO BETTERMENT	
AUBURN FIRE DEPARTMENT	KITCHEN REMODEL	148.63
ORSCHELN	KITCHEN REMODELING	47.33
	KENO BETTERMENT	195.96
	KENO FUND	195.96
	CDBG GRANT FUND	
	REUSE ED	
SOUTHEAST NE DEVELOPMENT DIST. INCURRED 4-1-12 TO 6-30-12		1,351.32
	REUSE ED	1,351.32
	CDBG GRANT FUND	1,351.32
**** PAID TOTAL ****		1,738.78
***** REPORT TOTAL *****		1,738.78

**Draft 3
City of Auburn
Economic Development Applications Training
August 22 – 23, 2012
Columbus, NE**

Auburn Representatives: Mayor, Scott Kudrna and Kim Beger, Admins. Assistant

NPPD Hosts: Rick Nelsen, Economic Development Manager and Chad Podolak, Account Manager, and Keith Ellis, Economic Development Consultant

August 22 Agenda

10:00 -10:30 a.m.

Welcome: Economic Development Manager - Rick Nelsen

Discussion Points

- Welcome
- Introductions of staff
- Role of NPPD in economic development
- Services and resources available
- Goal for the next two days

10:30-11 a.m.

Account Management and Energy Efficiency: Chad Podolak, Account Manager

Discussion Points

- Role of Account Manager in Economic Development and Energy Efficiency Services

11:00-11:30 a.m.

Strategic Planning Services, Keith Ellis & Mary Kwapnioski

Discussion Points

- NPPD team strategic planning
- How to use Option Finder for strategic planning
- Local entities that can benefit from these strategic planning services

11:30 – 12:15 pm

Review of on-line data, publications, and identification of data updates and utilization

NPPD Team Rita Trofholz, Jeanne Bartels, Tami Swanson

Discussion Points

What data do they need to store locally for RFP use and what data can they get from NPPD staff?

- D&B Reports, etc.
- Specifics on each building and site publications
- How do they use these data files in RFP's?
- Actual prep for map, specific data examples for RFP

12:00-1:00 p.m. (lunch)

- Conversation about what is important to learn more about City of Auburn, Scott Kudrna and Kim Beger
- Informal conversation about City of Auburn plans for special community developments, infrastructure developments, and important issues for the growth of the community

1:00-1:45 p.m.

Review of NPPD Website and on-line services, Clint Pryzmus, Communications and NPPD Staff

Discussion Points

- Best Practices for Economic Development websites

1:45 – 2:00 p.m. (Break)

2:00 – 2:30 p.m.

BRE Management Plans/Synchronist needs

Discussion Points

- Explanation of benefit of Synchronist for City of Auburn
- Survey needs and strategies
- BRE Management Plan

2:30 -4:00 p.m.

NPPD Research and Resources – Ken Lemke and Mike Claborn

Discussion Points

- Target Study Overview-Ken Lemke & Mike Claborn
- Labor Study Overview – Ken Lemke
- Armstrong Building Review of Marketing Materials - Mike C
- Marketing Strategies – Mike C
- NPPD lead generation strategies and value to Auburn
- Lead Generation Strategies- Discussion on metal fabrication vs other target ideas – Ken L
- Overview of the new Target Study with purpose, explanation of process, and value – Ken L

4:00 – 5:00 p.m.

Overview of RFP – Keith Ellis

Discussion Points

- Review the RFP for overall strategy of RFP response
- Identify community and site strengths
- Key elements of RFP
- Questions for service provider for understanding of questions and timeline needs.

Questions and Summary

6:00 p.m. Dinner (TBD)

August 23 Agenda

8:30 – 9:00 a.m.

Tour of NPPD Graphics Arts Department

9:00 -12:00 noon

Begin Mock RFP process--Keith Ellis and NPPD Team/ Rita Trofholz, Tami Swanson, Jeanne Bartels

- Step by step process to complete RFP
- Utilization of NPPD resources for support services
- Timelines
- Complete RFP utilizing resources and research
- Ideas for data setup for RFP data

12:00 noon (lunch)

Final questions and comments



Heartland Center for Leadership Development

Contact

Kurt Mantonya
Heartland Center for Leadership Development
kmantonya@heartlandcenter.info
402-474-7667

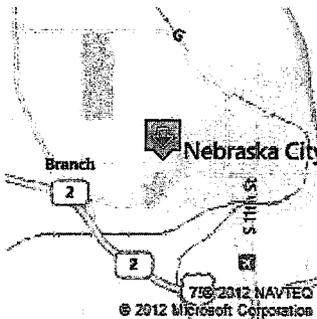
When

Tuesday October 23, 2012 at 8:00 AM CDT
-to-
Thursday October 25, 2012 at 5:00 PM CDT

Add to my calendar

Where

Lied Lodge & Conference Center
2700 Sylvan Road
Nebraska City, NE 68410



Driving Directions

Pathways to Community Vitality: Helping Small Towns Succeed

Pathways to Community Vitality: Helping Small Towns Succeed is the longest running program of the Heartland Center for Leadership Development. It shares the range of the Center's focus and expertise in rural community development. It has been attended by more than 1,000 people since its introduction in 1992. The content is updated annually and the conference is offered once a year.

This year's institute will take place at the Lied Lodge and Conference Center in Nebraska City, Nebraska, home of Internationally celebrated Arbor Day. Lied Lodge is one of America's premier dedicated training and conference facilities. Situated on the 260 Arbor Day Farm, the conference center boasts activities such as the Arbor Day Farm Tree Adventure, trails, golf and other family activities.

The Heartland Center is renown for our interactive workshop facilitation, strategic planning, town hall meetings, annual institutes and webinars. Throughout your participation in Pathways to Community Vitality, you will receive hands-on learning that will enable you to implement lessons learned immediately in your community.

This year's faculty will feature a team of experts in rural and community development practice and theory. Lead by Milan Wall and Vicki Luther, Ph.D. both founders and co-directors of the Heartland Center. They will be joined by Kurt Mantonya, senior associate at the Center, and Craig Schroeder, senior fellow at the Center for Rural Entrepreneurship.



Try it FREE today.



Tuesday, October 23

Building Entrepreneurial Communities

Bring citizens together to help identify community strengths and opportunities, and create strategies for long and short term aspirations and results.

- Learn 6 myths about the future of small towns
- Explore 20 clues to rural community survival
- Review 7 secrets for coping with change

Creating a Unique Community Brand

Is your community marketing its attractions to the fullest potential? This workshop will familiarize you with the concept of branding your community and offer tools for effective marketing.

- Use a brand creation approach to community identity
- Apply your brand creation to community identity
- Explore tips for creating community brands
- Market your community for competitive advantage.

Wednesday, October 24

Engaging and Empowering Youth

Young people who are engaged in community building bring fresh ideas and high energy, and their involvement as students increases the likelihood that they might stay or return after extended education.

- Keys to youth engagement
 - What motivates young people to get and stay involved
- Keeping up with expectations
- Why a focus on young people is a powerful investment in your community's future

Recruiting Alumni and Newcomers

Recruiting high school graduates and young families is an emerging opportunity for many rural communities. But, how do you add this to your list of priorities when staff resources are stretched and your plate is already overflowing?

- Learn strategies to involve alumni and young families
- Recruit champions who enjoy social media
 - Explore a winning people attraction formula applies to your community
 - Strategize ways to recruit newcomers to your community today

Thursday, October 25

Utilizing Social Media to Strengthen Community Capitals

Unleash the power of social media in your community. This session will help you strengthen your community through place-based and virtual networks.

- Learn ways to utilize social media to benefit your community
- Problem-solve on how to address social capital through community projects
- Discover a method to assess your community's capitals
 - Practice tools that measure social capital and other community capacities

Moving from Vision to Action

This positive approach to revitalization is gaining worldwide recognition as a powerful tool for moving communities forward by examining past success.

- Understand the theory of Appreciative Inquiry (AI)
- Explore the techniques and applications of AI as a planning tool
- Practice a fast-track model using the four elements of Appreciative Inquiry

To register for this year's institute, click on the link below. You will be directed to a registration page for contact information and payment options.

[Register Now!](#)

NOTICE OF APPLICATION
FOR LIQUOR LICENSE

Notice is hereby given that Shopko Stores Operating Company LLC dba Shopko Hometown 659, 2410 Dahlke Avenue, Auburn, Nebraska, has filed with the Nebraska Liquor Control Commission for a Class D – Beer, Wine, Distilled Spirits, Off Sale Only License at 2410 Dahlke 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 13th day of August, 2012, at 7:00 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

**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/

**AGENDA ITEM
NO 10**

RECEIVED

JUN 12 2012

**NEBRASKA LIQUOR
CONTROL COMMISSION**

RECEIVED

JUN 12 2012

**NEBRASKA LIQUOR
CONTROL COMMISSION**

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

RETAIL LICENSE(S)

Application Fee \$400 (non refundable)

- 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 SPIRITS OFF SALE
- 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 Karen Belonge Phone number: 920-429-4318

Firm Name Shopko

PREMISE INFORMATION

Trade Name (doing business as) Shopko Hometown #659

Street Address #1 2410 Dahlke Ave

Street Address #2 _____

City Auburn

County Nemaha #44

Zip Code 68305

Premise Telephone number (402) 274-4974

Is this location inside the city/village corporate limits:

YES

NO

city

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

Name Shopko Stores Operating Co., LLC

Street Address #1 Attn: Tax Department

Street Address #2 P O Box 19060

City Green Bay

State WI

Zip Code 54307-9060

**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 See Exhibit A feet

Width _____ feet

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

RECEIVED

JUN 12 2012

**NEBRASKA LIQUOR
CONTROL COMMISSION**

APPLICATION FOR SPECIAL DESIGNATED LICENSE

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/

AGENDA ITEM
NO 12

DO YOU NEED POSTERS? YES NO

RETAIL LICENSE HOLDERS

NON PROFIT APPLICANTS

Non Profit Status (check one that best applies)

Municipal Political Fine Arts Fraternal Religious Charitable Public Service

COMPLETE ALL QUESTIONS

1. Type of alcohol to be served and/or consumed: Beer Wine Distilled Spirits

2. Liquor license number and class (i.e. C-55441)
(If you're a nonprofit organization leave blank)

3. Licensee name (last, first,), corporate name or limited liability company (LLC) name
(As it reads on your liquor license)

NAME: AMERICAN LEGION

ADDRESS: 909 I ST

CITY AUBURN, NEBR ZIP 68305

4. Location where event will be held; name, address, city, county, zip code

BUILDING NAME AG BUILDING

ADDRESS: 1010 9TH ST CITY AUBURN, NE

ZIP 68305 COUNTY and COUNTY # NEMAHA 44

a. Is this location within the city/village limits? YES NO

b. Is this location within the 150' of church, school, hospital or home for aged/indigent or for veterans and/or wives? YES NO

c. Is this location within 300' of any university or college campus? YES NO

5. Date(s) and Time(s) of event (no more than six (6) consecutive days on one application)

Date <u>OCT 13, 2012</u>	Date _____				
<u>Hours</u> From <u>5 PM</u>	<u>Hours</u> From _____				
To <u>1 AM</u>	To _____				

a. Alternate date: NA

b. Alternate location: NA
(Alternate date or location must be specified in local approval)

6. Indicate type of activity to be carried on during event:

- Dance
 Reception
 Fund Raiser
 Beer Garden
 Sampling/Tasting
 Other _____

7. Description of area to be licensed

Inside building, dimensions of area to be covered IN FEET 90 x 90
(not square feet or acres)

*Outdoor area dimensions of area to be covered IN FEET _____ x _____

*SKETCH OF OUTDOOR AREA (or attach copy of sketch)

If outdoor area, how will premises be enclosed?

Fence; snow fence chain link cattle panel other _____

Tent

8. How many attendees do you expect at event? UNKNOWN

9. If over 150 attendees. Indicate the steps that will be taken to prevent underage persons from obtaining alcohol beverages. (Attach separate sheet if needed)

FENCE PEOPLE AT DOOR TO CHECK ID + ARM BANDS
ALSO 3 SECURITY OFFICERS SOME ON DUTY SHERIFF DEPUTYS

10. Will premises to be covered by license comply with all Nebraska sanitation laws? YES NO

a. Are there separate toilets for both men and women? YES NO

11. **Retailer:** Will you be purchasing your alcohol from a wholesaler? YES NO
Non-Profit: Where will you be purchasing your alcohol?

Wholesaler Retailer Both BYO
(includes wineries)

12. Will there be any games of chance operating during the event? YES NO

If so, describe activity _____

NOTE: Only games of chance approved by the Department of Revenue, Charitable Gaming Division are permitted. All other forms of gambling are prohibited by State Law: There are no exceptions for Non Profit Organizations or any events raising funds for a charity. This is only an application for a Special Designated License under the Liquor Control Act and is not a gambling permit application.

13. Any other information or requests for exemptions: _____

14. Name and telephone number/cell phone number of immediate supervisor. This person will be at the location of the event when it occurs, able to answer any questions from Commission and/or law enforcement before and during the event, and who will be responsible for ensuring that any applicable laws, ordinances, rules and regulations are adhered to. **PLEASE PRINT LEGIBLY**

Print name of Event Supervisor RICHARD STICH

Signature of Event Supervisor *Richard Stich*

Phone of Event Supervisor: Before 402-297-7094 During 402-297-7094

Consent of Authorized Representative/Applicant

15. I declare that I am the authorized representative of the above named license applicant and that the statements made on this application are true to the best of my knowledge and belief. I also consent to an investigation of my background including all records of every kind including police records. I agree to waive any rights or causes of action against the Nebraska Liquor Control Commission, the Nebraska State Patrol or any other individual releasing said information to the Liquor Control Commission or the Nebraska State Patrol. I further declare that the license applied for will not be used by any other person, group, organization or corporation for profit or not for profit and that the event will be supervised by persons directly responsible to the holder of this Special Designated License.

sign here

Richard Stich
Authorized Representative/Applicant

Commander
Title

8-7-12
Date

RICHARD STICH
Print Name

This individual must be listed on the application as an officer or stockholder unless a letter has been filed appointing an individual as the catering manager allowing them to sign all SDL applications.

The law requires that no special designated license provided for by this section shall be issued by the Commission without the approval of the local governing body. For the purposes of this section, the local governing body shall be the city or village within which the particular place for which the special designated license is requested is located, or if such place is not within the corporate limits of a city or village, then the local governing body shall be the county within which the place for which the special designated license is requested is located.

This page is required to be completed by Non Profit applicants only.

**Application for Special Designated License
Under Nebraska Liquor Control Act
Affidavit of Non-Profit Status**

I HEREBY DECLARE THAT THE CORPORATION MAKING APPLICATION FOR A SPECIAL DESIGNATED LICENSE UNDER THE NEBRASKA LIQUOR CONTROL ACT IS EITHER A MUNICIPAL CORPORATION, A FINE ARTS MUSEUM INCORPORATED AS A NONPROFIT CORPORATION, A RELIGIOUS NONPROFIT CORPORATION WHICH HAS BEEN EXEMPTED FROM THE PAYMENT OF FEDERAL INCOME TAXES, A POLITICAL ORGANIZATION WHICH HAS BEEN EXEMPTED FROM THE PAYMENT OF FEDERAL INCOME TAXES, OR ANY OTHER NONPROFIT CORPORATION, THE PURPOSE OF WHICH IS FRATERNAL, CHARITABLE, OR PUBLIC SERVICE AND WHICH HAS BEEN EXEMPTED FROM THE PAYMENT OF FEDERAL INCOME TAXES AS PER §53-124.11(1).

AS SIGNATORY I CONSENT TO THE RELEASE OF ANY DOCUMENTS SUPPORTING THIS DECLARATION AND ANY DOCUMENTS SUPPORTING THIS DECLARATION WILL BE PROVIDED TO THE NEBRASKA LIQUOR CONTROL COMMISSION, THE NEBRASKA STATE PATROL OR ANY AGENT OF THE LIQUOR CONTROL COMMISSION IMMEDIATELY UPON DEMAND. I ALSO CONSENT TO THE INVESTIGATION OF THIS CORPORATE ENTITY TO DETERMINE IT'S NONPROFIT STATUS.

I AGREE TO WAIVE ANY RIGHTS OR CAUSES OF ACTION AGAINST THE NEBRASKA LIQUOR CONTROL COMMISSION, THE NEBRASKA STATE PATROL OR ANY PARTY RELEASING INFORMATION TO THE AFOREMENTIONED PARTIES.

AMERICAN LEGION
NAME OF CORPORATION

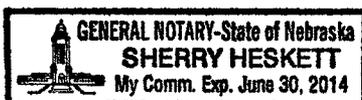
47-0347611
FEDERAL ID NUMBER

Geokard P. Steak
SIGNATURE OF TITLE OF CORPORATE OFFICERS

THE ABOVE INDIVIDUAL STATES THAT THE STATEMENT ABOVE IS TRUE AND CORRECT: IF ANY FALSE STATEMENT IS MADE ON THIS APPLICATION, THE APPLICANT SHALL BE DEEMED GUILTY OF PERJURY AND SUBJECT TO PENALTIES PROVIDED BY LAW. (SEC. §53-131.01) NEBRASKA LIQUOR CONTROL ACT

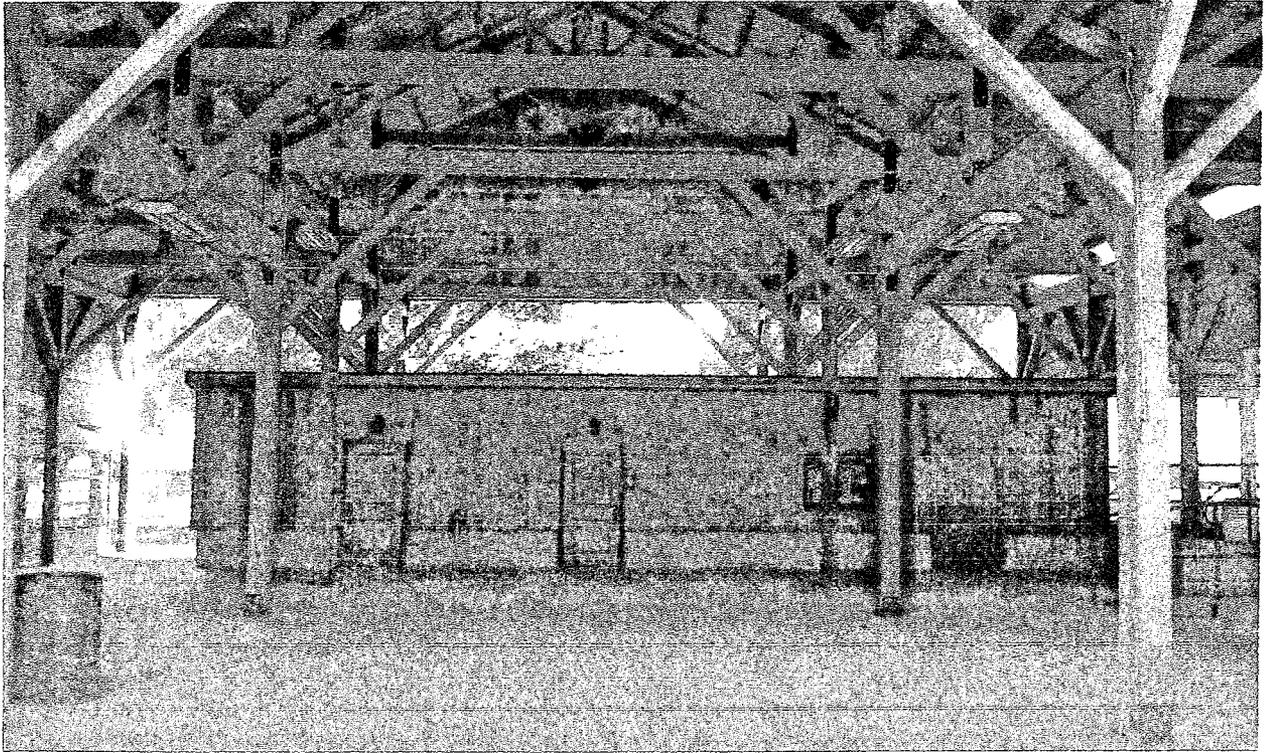
SUBSCRIBED IN MY PRESENCE AND SWORN TO BEFORE ME THIS 7th DAY OF

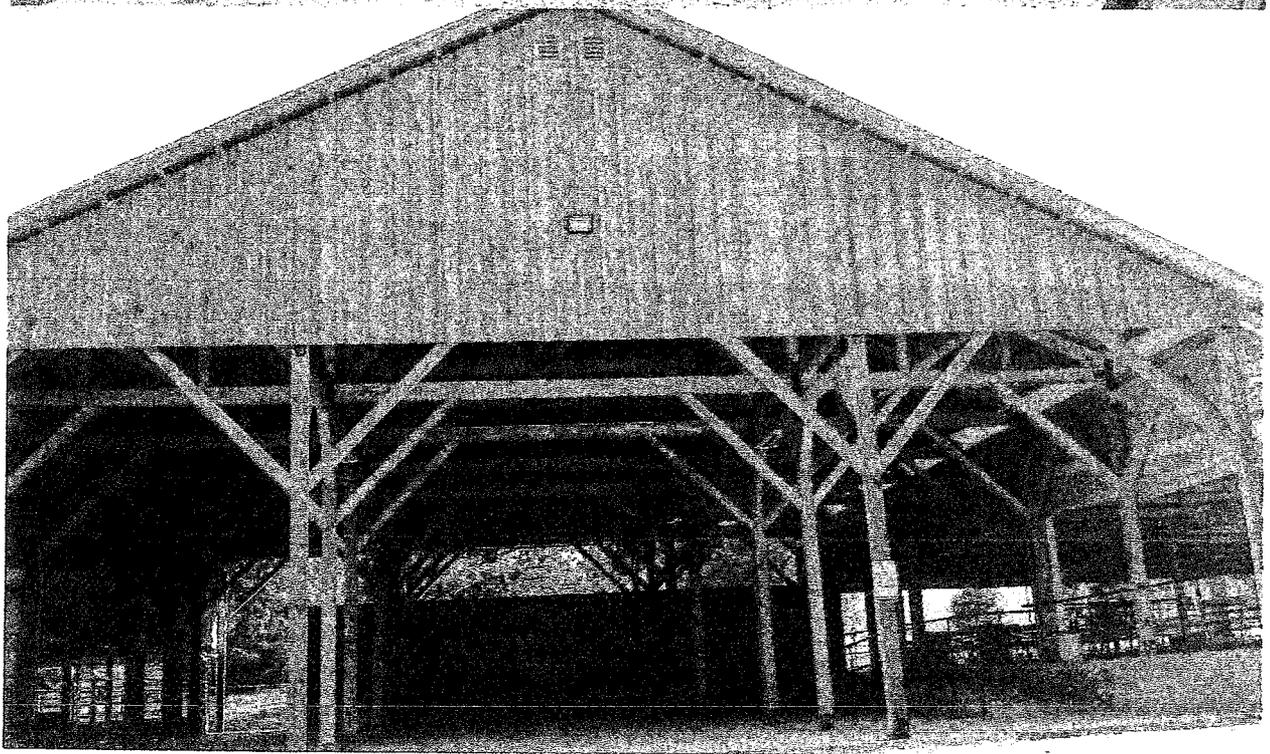
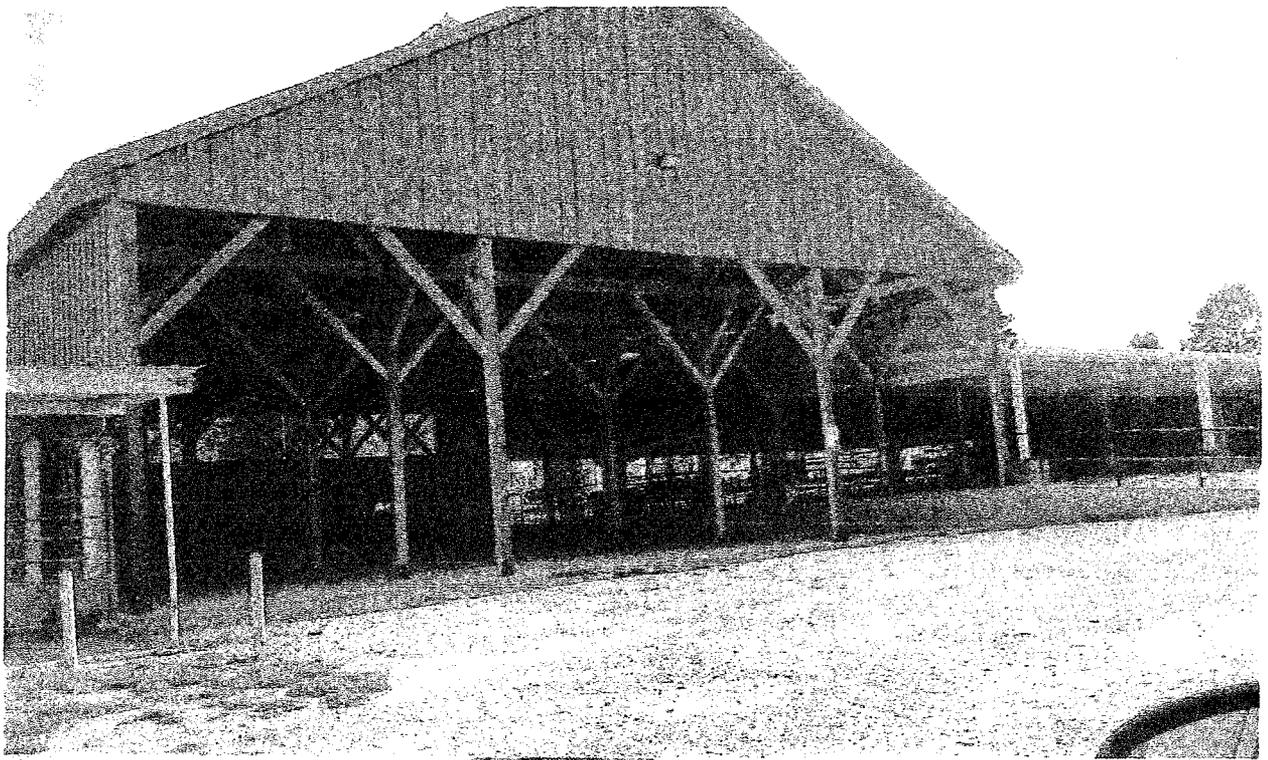
August, 2012



Sherry Heskett
NOTARY PUBLIC SIGNATURE & SEAL



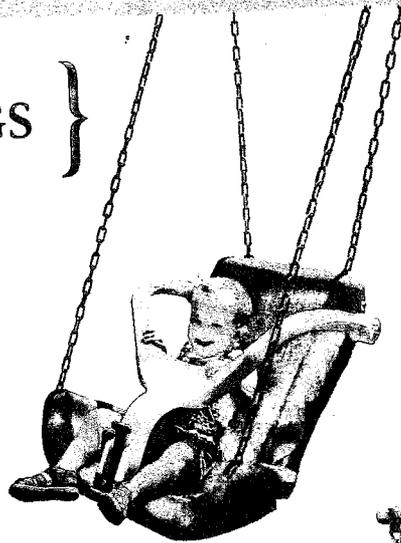




Placement of Handicap swings at
Legion Park presented by Jessica Mason

Received for August 13th council meeting.
Denise Eggers

{ SWINGS }



Accessible Swing Seat

- Available in 7' (2,13m), 8' (2,44m) and 10' (3,05m) top rail versions
- Can be used on many of the swing sets shown here

♿  2-12 \$ 680 + 12 freight

Early Childhood T-Swing SWING-7T

- Designed especially for younger children
- Two black, slash-proof infant seats included
- 7' (2,13m) tall with 3.5" (8,9cm) outer diameter posts

 2-5  22' 6" x 20' 4" (6,86m x 6,2m) \$ 1,100



Single Post Swings SWING-SP8

- Two black belt swing seats included
- 8' (2,44m) tall with 5" (12,7cm) outer diameter end posts
- Add-a-bay option also available (\$1,904)

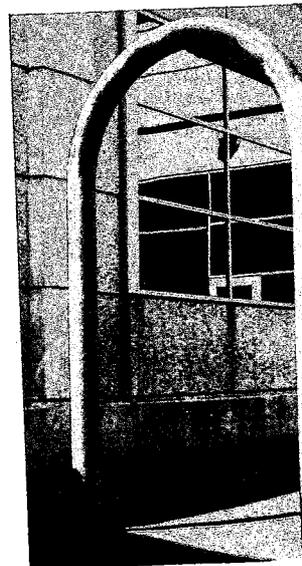
 2-12  24' (7,3)



Tire Swing SWING-500-TIRE

- Top rail and arch end posts are aluminum and 5" (12,7cm) outer diameter
- Add-a-bay option also available (\$1,904)

 5-12  27' 11" x 22' 5" (8,51m x 6,83m) \$ 2,471



Steve Knippelmeyer

(402) 339-8325
 (800) 444-9787
 cell: (816) 516-4439
 stevek@fryinc.com
 www.fryandassociates.com



Dottie Holliday
1710 Q Street, Auburn, NE 68305, (402) 274-3565
August 6, 2012

Mayor and Auburn City Council Members
City Hall
Auburn, NE 68305

To Whom It May Concern:

Please add the following item to the Auburn City Council Meeting Agenda for its meeting on August 13, 2012:

As Mayor and Council Members it is important for you to know that Nebraska State Statute 3-502 (3) reads in part:

“A member of such board (airport authority) may be removed from office for incompetence, neglect of duty, or malfeasance in office. An action for the removal of such officer may be brought, upon resolution of the city council, in the district court of the county in which such city is located.”

You have a responsibility to your constituents to investigate if legal action should be taken against the Auburn Airport Authority (herein after referred to as “Authority”) and if the Authority has had legal capacity to act.

Citizens’ concerns:

- **Is the Auburn Airport Authority a legal entity?** Research indicates that the Authority has not abided by the Auburn City’s Resolution dated May 19, 2003; Nebraska State Statutes; its own By-Laws; Auburn City Resolution No. 27-03 and Interlocal Cooperation Agreement; Nebraska State Open Meeting Act. (See attached documents.)
- **If the Authority is a legal entity, are the persons who claim to be board members of the Authority legally members and officers of the Authority?** (The board members have not been elected according to the City’s Resolution dated May 19, 2003. Instead, Authority members appointed members to itself. Nebraska State Statute 3-502 (3) clearly states that the Mayor with approval of the City Council members is to fill vacant positions on an airport authority board.
- **What are the ramifications of having Authority seats filled in violation of the City’s Resolution of May 19, 2003, and Nebraska State Statute 3-502 (3)? Does this negate the existence of the Auburn Airport Authority?**
- **The Interlocal Cooperation Agreement dated July 14, 2003, states that the Authority shall provide the City a budget each year. The Authority has not done this. Did the Authority’s lack of compliance with this Agreement negate the agreement?**

- **Legally could the Authority receive grants and enter into contracts while in violation of Nebraska State Statutes, the Resolution creating it, its By-Laws, etc.?** (During fiscal year 2010 the Authority's receipts were over \$500,000.00. Its expenses totaled \$560,975.03. See attached Financial Information.)
- **Who are the legal officers of the Authority?** (The Authority did not hold elections for officers from May 19, 2003, until July 2012.)
- **Who is the legal treasurer of the Authority. Is it Mike Gerdes who was City Treasurer in 2003 at the inception of the Authority?** Since 2003 the City has had Mike Gerdes, then Glen Krueger, and now Joseph Casey serve as its Treasurer. The Authority's Meeting Minutes indicate that it has not addressed these changes in Treasurer. If Gerdes is Authority Treasurer, has he provided a bond as required by State Statute 3-506.01?

Brief History of the Authority and Additional Information about Auburn Citizen's Concerns

May 19, 2003, Auburn Airport Authority Created – As per Nebraska State Statute 3-502 the City of Auburn created the Auburn Airport Authority by "Resolution Creating an Airport Authority In Accordance with Sections 3-501 through 3-514 inclusive R.R.S. 1943." (See attached.). This Resolution specifically defined how Authority Board members would be chosen and a time-table for the Authority to follow in filling vacant seats. **The Authority has not abided by this Resolution.**

City's Resolution dated May 19, 2003, states that the Mayor appointed and the Council approved the appointments of the following persons to the Authority Board:

Todd Moeller "who shall serve until his successor, elected at the **first general city election** following such appointment, shall qualify and take office." (Note: That election would be November 2004.)

Steve W. Schulte and Michael Zaruba who shall serve until their successors elected at the **second city election** following such appointment, shall qualify and take office. (Note: That election would be November 2006.)

J.C. Hauserman and Kendall Neiman who shall serve until their successors elected the **third general city election** following such appointment, shall qualify and take office. (Note: That election would be November 2008)

The City's Resolution required the Authority to place on the general election ballot the seat held by Todd Moeller in 2004. According to the Nemaha County Election Clerk, it did not do so. Instead, on January 11, 2005, the board appointed Moeller to the Authority. The seats held by Steve Schulte and Mike Zaruba should have been on the general election ballot in 2006. They were not. Instead, on April 11, 2007, the board appointed Schulte and Zaruba to the Authority. It is also important to note that the Authority made all of these appointments without a roll-call vote as provided by the Nebraska Open Meetings Law.

These appointments were in violation to Nebraska State Statute 3-502 (3). This Statute clearly states that

“Any vacancy on such board shall be filled by temporary appointment by the mayor with the approval of the city council, until a successor can be elected, at the next general city election, to serve the unexpired portion, if any, of the term.”

The 2008 general election ballot listed a vacant two-year position, two four-year positions, and two six-year positions. No one filed for the two-year position. Schulte and Zaruba filed for the four-year positions. Hauserman and Neiman filed for the six-year positions.

According to the City’s Resolution dated May 19, 2003, the terms of these positions were incorrect.

On May 19, 2003 the Authority held its Organizational meeting -- Hauserman was elected chair; Schulte was elected vice-chair; Neiman was elected as secretary. Until July 2012 the Authority did not hold elections for officers.

By-Laws for the Authority were adopted on May 19, 2003. (See attached.) Article II, Section 1 of the By-Laws states that the “Treasurer of the City of Auburn, Nebraska, is established ex officio treasurer of the authority.

Mike Gerdes was City Treasurer at this time. Since 2003 the City has had Mike Gerdes, Glen Krueger and Joseph Casey serve as City Treasurer. According to the Authority’s Meeting Minutes, it has not addressed the changes in City Treasurers. According to Chair Hauserman and Secretary Neiman, Mike Gerdes is the treasurer. Gerdes also told Holliday that he is the treasurer. (Note: The Authority’s Minutes reflect that Gerdes has not attended any of the Authority meetings. There is no mention in the Authority’s Meeting Minutes that the Authority ever addressed a change in treasurer.)

Article II, Section 4 of the Authority’s By-Laws states that “the treasurer shall sign checks, drafts, or orders on requisition of the Chairman or the Vice-Chairman...” **(Note: Can Gerdes sign checks if he not the City Treasurer? Can Hauserman be chair if he has not been named “chair” since 2003 and his seat was not duly elected at the general election in 2006? Can Hauserman requisition the treasurer to sign checks, drafts, or orders if he is not legally on the Authority?)**

Nebraska State Statute 3-506.01, states that if an authority appoints a treasurer, the treasurer shall furnish a bond. (See Attached Statute.) According to the Authority’s Minutes, this has not been addressed by the Authority.

The Authority’s By-Laws state that officers shall be elected for a term of one year and the elections of officers shall be held at the first meeting of the board after May 12 of each year. **(Note: According to the Authority’s Meeting Minutes, no election of officers occurred from May 19, 2003 until July of 2012.)**

Article II, Section 5 of the Authority’s By-Laws states that regular meetings of the Authority shall be held on the first Tuesday of each January, April, July and October of each year, at 7:30 P.M. The Authority **has not done this**. Meeting dates and times of the meetings appear to be set randomly. This makes it very difficult for citizens to attend the Authority’s meetings. (Please see Holliday’s attached letter to the Nebraska Attorney General and the “Overview of Documents Obtained from Kendall Neiman, Secretary and General Manager of the Auburn Airport Authority” that Holliday also sent to the Nebraska Attorney General providing more information on this subject.)

Article II, Section 6 of the Authority's By-Laws states "Notice of all meetings shall be in accordance with the public meeting law of the State of Nebraska." (Note: The Authority has not been publishing its "Notice of Meetings" and Minutes in the *Nemaha County Herald*. This makes it very difficult for citizens to be informed about the Authority's activities. Also see the attached letter written by Holliday to the Nebraska Attorney General. The letter details many instances of the Authority not abiding by the Nebraska Open Meeting Act.)

Auburn Resolution No. 27-03 and Interlocal Cooperation Agreement – Dated July 14, 2003 (See attached.) This appears to deny the Authority the City's levy authority. It also adopts an Interlocal Agreement between the City and the Authority. Recital 3 states the purpose of this agreement is to provide a vehicle by which the City of Auburn may assist in financing the operation and maintenance of the Airport. Recital 4 states that the Authority shall annually give the City a proposed operating budget for the following fiscal year. The City will then determine the extent to which it can financially assist the Authority. (Note: Please read this Interlocal Agreement for complete details. **Also, be aware that the Authority has not been providing the City of Auburn with a budget each year nor has the City been funding the Authority.**)

Also attached and made of this, is an abstract of the Authority's Minutes from its inception in May 2003 through September 27, 2011. This "Overview of Documents Obtained from Secretary Neiman" demonstrates that on numerous occasions the Authority did not comply with the Nebraska Open Meetings Act. This is best illustrated by the Authority's Meeting Minutes dated November 17, 2009. The Minutes state, "Members agreed to meet after the meeting and tour the new terminal facilities, which are about 80% completed."

Some of the information attached has been sent to the Nebraska Attorney General. His office informs me that it deals only with compliance with the Nebraska Open Meeting Act. It directed me to bring my concerns to the City's attention.

Senator Lavon Heidemann's office called me because other Auburn citizens had contacted the Senator. Heidemann's office recommended to me that the City of Auburn be notified about these concerns. (That is one reason for providing this material at this time.)

It is also important for the City to know that the Authority plans to pave the airport runway. The estimate for this is **\$2,000,000 – \$3,000,000**. The Authority would need to furnish 10% of this amount -- \$200,000 - \$300,000. These dollar amounts do not include increased operating costs associated with maintaining a paved surface.

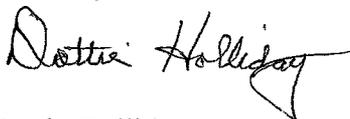
According to Diane Hofer, with Olsson Associates, if the runway is not paved, people who house planes there will not be able to purchase insurance for their planes. **Do some of the Authority members have a conflict of interest in that they house their planes at the airport?**

No doubt there are other areas of concern the Mayor and Council need to address. This is a brief (believe it or not) summation of months of research. Many other areas of concern are mentioned in the February 9, 2012, letter to the Nebraska State Attorney General. The Mayor and Council **should** also consider those concerns.

As the Mayor and City Council Members, you have a responsibility to your constituents to investigate if legal action should be taken against the Auburn Airport Authority pursuant to Nebraska State Statute 3-502 (3).

In closing, if anyone has any questions, please contact me. (402) 274-3565. I welcome the opportunity to share my research.

Sincerely,



Dottie Holliday

Please include the enclosed materials in the Meeting's Packet. It substantiates the information on the Auburn Airport Authority presented herein.

- Auburn City Resolution dated May 19, 2003
- Minutes of Organization Meeting of the Auburn Airport Authority including By-Laws
- Nebraska State Statute 3-502, 3-506, and 3-506.01
- City of Auburn Resolution No. 27-03, Resolution of the City of Auburn, Nebraska Denying Allocation of Levy Authority to the Auburn Airport Authority, But Authorizing the Transfer of Funds to the Auburn Airport Authority Pursuant to an Interlocal Agreement.
- Interlocal Cooperation Agreement – dated July 14, 2003
- Overview of Documents Obtained from Kendall Neiman – Including Abstract of Auburn Airport Authority's Minutes – May 2003 through September 27, 2011
- Summary Report of Income for the Auburn Airport Authority for Period July 2003 through September 2011
- Summary Report of Expenses for the Auburn Airport Authority for Period July 2003 through September 2011
- Summary Report of Income and Expenses for the Auburn Airport Authority for Fuel for Period July 2003 through September 2011
- Holliday's letter to the Nebraska Attorney General dated February 9, 2012

The Councilman Member Glen Krueger offered the following resolution and moved its adoption.

RESOLUTION

Creating an Airport Authority
In Accordance with Sections
3-501 through 3-514 inclusive R.R.S. 1943

BE IT RESOLVED by the Mayor and the City Council of Auburn, Nebraska, that:

I.

It is hereby found and determined that:

1. The Auburn Municipal Airport is an airport owned and controlled by this City and is located approximately 2 miles East of and outside of the City Limits of the City of Auburn, and consists of approximately 108.92 acres.

2. It is necessary and expedient that the City of Auburn, the political subdivision owning and controlling the above named airport, create an airport authority in accordance with Section 3-502, et. seq. R.R.S. 1943.

3. The City of Auburn, Nebraska does hereby create an airport authority, to be known as the Auburn Airport Authority, to be managed and controlled by the Board, which board, when and if appointed, shall have full and exclusive jurisdiction and control over all facilities owned or thereafter acquired by such City for the purpose of aviation operation, air navigation and air safety promotion, or incidental thereto, said authority to be a body corporate and politic constituting a public corporation and an agency of the City of which said board is established. Said board shall consist of five members to be appointed, elected and qualified as provided by law, which board shall have and exercise all the powers conferred, and perform all the duties enjoined upon it by the city's airport authority act.

4. It is necessary that the City of Auburn transfer to the Auburn Airport Authority the following described real estate owned by the City and used in connection therewith, to-wit:

All of the West Half (W $\frac{1}{2}$) of the Northeast Quarter (NE $\frac{1}{4}$) of Section Twenty-four (24), in Township Five (5), North, Range Fourteen, (14), East of the 6th P.M., in Nemaha County, Nebraska, containing Eighty (80) acres, more or less, and a triangular tract located in the extreme Southwest corner of the East Half (E $\frac{1}{2}$) of the Northeast Quarter (NE $\frac{1}{4}$) of above said Section Twenty-four (24), said Triangular tract being more particularly described as follows: Beginning at a point which is the South Quarter-Quarter Section corner of the Northeast Quarter (NE $\frac{1}{4}$) of the above said Section Twenty-four (24), thence in a Northerly direction along the North-South Quarter-Quarter Section line a distance of Four Hundred Fifteen Feet (415'), thence in a Southeasterly direction along a straight line to its point of intersection with the East-West Quarter Section line, said point being Two Hundred Feet (200') East of the point of beginning, thence in a Westerly direction

Resolution

Page Two

along the East-West Quarter Section line a distance of Two Hundred Feet (200') to the point of beginning, said tract containing 0.96 acres, more or less, all in Nemaha County, Nebraska, subject to Public Roads.

An irregular tract located in the Extreme North Central Portion of the North Half of the Southeast Quarter (N $\frac{1}{2}$ SE $\frac{1}{4}$) of Section Twenty-four (24), Township Five (5), North, Range Fourteen (14), East of the 6th P.M., in Nemaha County, Nebraska, more particularly described as follows:

Beginning at a point which is the North Quarter-Quarter Section Corner of the Southeast Quarter of above said Section Twenty-four (24), thence running in an Easterly direction along the East-West Quarter Section line a distance of Two Hundred Feet (200'), thence in a Southeasterly direction along a straight line, its course being 64°16'41" right from the last described course, a distance of Three Hundred Forty-Two Feet, (342'), thence in a Southwesterly Direction along a straight line, its course being 90°00'00" right from the last described course, a distance of Four Hundred Fifty Feet (450'), thence in a Northwesterly direction along a straight line to its point of intersection with the East-West Quarter Section line, said point being a distance of Three Hundred Feet (300') West of the aforesaid Point of Beginning, thence in a Easterly direction along the East-West Quarter Section line a distance of Three Hundred Feet (300') to the point of beginning, said tract containing 4.65 acres, more or less.

Referring to the NE corner of the SE $\frac{1}{4}$ of Section 24, then 1004.9 feet N 90° W along the north line of said SE $\frac{1}{4}$ to a 1" pipe set by Nemaha County Surveyor, John H. Stevenson, on May 22, 1963, then continuing 163.2 feet, N 90° W, then 355.3 feet S 19° 47' 00" E to the Point of Beginning, then continuing 1,763.3 feet S 19°47'00" E, then 580.0 feet S 70° 13' 00" W, then 2327.22 feet N 19° 47' 01" W to the north line of said SE $\frac{1}{4}$, then 158.34 feet N 90° E along the north line of said SE $\frac{1}{4}$, then 551.8 feet S 25° 02' 50" E, then 382.4 feet N 64° 20' 30" E to the Point of Beginning, all in said SE $\frac{1}{4}$ and containing 25.42 acres more or less, the north line of this tract is the south line of the existing airport authority.

The title thereto shall remain in the City, but the Auburn Airport Authority shall have the use and occupancy thereof for so long as its corporate existence shall continue, provided however, that said transfer is subject to all existing leases or agreements duly and validly made by the City, or its duly authorized agent thereof, effecting such airport or the property so transferred.

5. That the City of Auburn convey to the Auburn Airport Authority the following described personal property owned by the City and used in connection therewith, to-wit:

Fuel Pump and Storage Tank.
All Airport electrical, lighting, and plumbing.
Radio Transmitter.

All other personal property owned or leased by the City of Auburn, Nebraska for airport purposes.

The title to the above described personal property shall pass to the Auburn Airport Authority.

6. That the duties and responsibilities agreed to by the City of Auburn in the following Federal Grants and State Grants, are hereby assigned to the Auburn Airport Authority for the time periods agreed to in each individually listed agreement.

Federal Grant 9-25-070-501

State Grants SA-1AU, SA-2AU, SA-4 AUB, SA-5 AUB, SA6-AUB,
SA7-AUB and SA8-AUB.

7. That the lease dated October 13, 1992, originally between Everett Moody and Joan Moody, husband and wife, and the City of Auburn is hereby transferred to the Auburn Airport Authority.

8. That the lease dated March 11, 2002, between the City of Auburn and Lynn Rogge for cash rent is hereby transferred to the Auburn Airport Authority.

9. That all other leases for hangars and other airport property are hereby transferred to the Auburn Airport Authority.

10. That the City Treasurer of the City of Auburn transfer to the Treasurer of the Auburn Airport Authority all funds thus standing to the credit of the Airport upon the books of the City.

The foregoing Resolution having been fully and distinctly read aloud, the motion for its adoption was seconded by Councilman Member Mary Kruger. On Roll Call the vote was as follows;
Yeas: Holtzman, Mary Kruger, Snyder,
Thomas, Glen Krueger.

Nays: ~~None~~. Whereupon the Mayor declared the Resolution adopted.
Alden

The Mayor then appointed the following persons, residents of the City of Auburn, as members of such Auburn Airport Authority:

Todd Moeller who shall serve until his successor, elected at the first general city election following such appointment, shall qualify and take office.

Steve W. Schulte and Michael Zaruba who shall serve until their successors elected at the second general city election following such appointment, shall qualify and take office,

J. C. Hauserman and Kendall Neiman who shall serve until their

Resolution
Page Four

successors elected at the third General city election following such appointment, shall qualify and take office.

On motion by ~~Councilman~~ Member Snyder _____ it was moved that the foregoing appointments by the Mayor be approved. Motion seconded by ~~Councilman~~ Member Glen Krueger _____
roll call the vote was as follows: Yeas: Holtzman _____, Mary Kruger _____,
Snyder _____, Thomas _____, Alden _____,
Glen Krueger _____.

Nays: None.

CERTIFICATION

I, Sherry Heskett, City Clerk of the City of Auburn, Nemaha County, Nebraska do hereby certify that the above and foregoing is a true and correct copy of the resolution creating the Auburn Airport Authority adopted by the Mayor and City Council of Auburn, Nebraska, on the 12th day of May, 2003, and of that portion of the proceedings of the Mayor and City Council had and done in regular session on said day, pertaining to the passage and adoption of said resolution, as the same appears of record and on file in my office.

Dated this 19th day of May, 2003.



City Clerk

(Seal)

2692.wpd

1101

MINUTES OF ORGANIZATION MEETING OF THE
AUBURN AIRPORT AUTHORITY

For the purpose of organizing, a meeting of the Auburn Airport Authority, was held on May 19, 2003, at 7:30 o'clock P.M. at the offices of the Fuller Law Office, 910 13th Street, in the City of Auburn, Nebraska. The following members were present:

Todd Moeller,
J.C. Hauserman,
Steve W. Schulte,
Michael Zaruba,
Kendall Neiman.

The following member was absent and duly excused:

None.

There were also present the following:

Albert G. Fuller,
Anna Lannin.

J. C. Hauserman convened the meeting, assumed the office of temporary chairman, and appointed Kendall Neiman as temporary secretary. J.C. Hauserman stated that a quorum was present and announced that the purpose of the meeting was for the organization of the Auburn Airport Authority, and the transaction of any business that could properly come before the board.

J. C. Hauserman declared the first order of business to be the election of the permanent chairman of the Auburn Airport Authority. Steve W. Schulte nominated J.C. Hauserman for the position of permanent chairman. The nomination was seconded by Michael Zaruba, who moved that the nominations cease and that a unanimous ballot be cast for the nominee. Said motion was seconded by Steve W. Schulte. The temporary chairman asked for a vote. Voted yeas Neiman, Moeller, Zaruba, Schulte and Hauserman. Voted nay none, and J.C. Hauserman was declared the permanent chairman of the Authority.

Chairman J. C. Hauserman assumed the office and announced that he would receive nominations for the office of vice-chairman.

Kendall Neiman nominated Steve W. Schulte as vice-chairman. Michael Zaruba seconded the nomination and moved that the nominations be closed and that a unanimous vote be cast for the nominee. The motion was seconded by Kendall Neiman. The chairman called for a vote. Voted yeas Moeller, Zaruba, Schulte, Neiman and Hauserman. Voted nay: none, and Steve W. Schulte was declared vice-chairman.

The chairman announced he would accept nominations for the position of secretary. Michael Zaruba nominated Kendall Neiman as secretary. Todd Moeller seconded the nomination and moved that the nominations be closed and that a unanimous vote be cast for the nominee. The motion was seconded by Steve W. Schulte. The chairman called for a vote. Voted yeas Neiman, Hauserman, Zaruba, Moeller and Schulte. Voted nay none, and Kendall Neiman was declared secretary.

The election of officers having been completed, the following resolutions were introduced and adopted:

RESOLUTION NO. 1

BE IT RESOLVED BY THE AIRPORT AUTHORITY OF THE CITY OF AUBURN, NEBRASKA:

That the chairman and secretary of the Authority be authorized to sign a requisition to the City Treasurer of Auburn, Nebraska, withdrawing all airport funds for deposit in the special checking account of the Authority.

1.

After discussion of the resolution, Steve W. Schulte moved that said resolution be finally adopted as introduced and read. The motion was seconded by Kendall Neiman. The question being put upon the final adoption of said resolution, the roll was called with the following result:

Yeas: Schulte, Neiman, Moeller, Zaruba and Hauserman.

Nays: None

The Chairman declared such motion carried and the resolution finally adopted.

RESOLUTION NO. 2

BE IT RESOLVED BY THE AIRPORT AUTHORITY OF THE CITY OF AUBURN, NEBRASKA:

That the By-Laws which are attached to these minutes be adopted.

After discussion of the resolution, Michael Zaruba moved that said resolution be finally adopted as introduced and read. The motion was seconded by Steve W. Schulte. The question being put upon the final adoption of said resolution, the roll was called with the following results:

Yeas: Zaruba, Schulte, Moeller, Neiman and Hauserman.

Nays: None.

The Chairman declared such motion carried and the resolution finally adopted.

Steve W. Schulte moved that the meeting be adjourned. Said motion was seconded by Michael Zaruba. Voting aye Schulte, Zaruba, Moeller, Neiman, and Hauserman. Voting nay None. Motion carried. The Chairman declared the meeting be adjourned.

Dated May 20, 2003.


Kendall Neiman, Secretary

DRAFT

AUBURN AIRPORT AUTHORITY

ARTICLE I

The name of this authority shall be Auburn Airport Authority, and this authority shall be a body politic and corporate, with duties and powers as set forth in the Cities Airport Authorities Act, Chapter 3, Article 5, Revised Statutes of Nebraska.

ARTICLE II

Section 1. The officers of this authority shall be a Chairman, a Vice-Chairman, a Secretary and a Treasurer. The Treasurer of the City of Auburn, Nebraska, is established ex officio treasurer of the authority, and all other officers named in this section shall be selected by the board of the authority and must be members of said board. All of such officers, except the Treasurer, shall be elected for a term of one year, and shall hold office until their successors are duly elected and taken office as provided by law.

The said officers of said Board shall be elected at the first meeting of the board after May 12 of each year. L

Section 2. The Chairman shall preside at all meetings of the board; shall have general supervision over the affairs of the authority and over the other officers; shall sign all written contracts of the authority, and shall perform all such duties as are incident to his office. In case of the absence or disability of the Chairman, his duties shall be performed by the Vice-Chairman.

Section 3. The Secretary shall issue notices of all meetings of the Board, and shall attend and keep the minutes of the same; shall have charge of all corporate books, records and papers; shall be custodian of the seal of the authority; shall attest with his signature, and impress with the seal of the authority, all written contracts of the authority; and shall perform all such other duties as are incident to his office.

Section 4. All income, revenue, receipts, profits and money of the authority from whatever source derived shall be paid to the Treasurer who shall not commingle such money with other money under his control. Such money shall be deposited in a separate bank account or accounts and shall be withdrawn only by a check, draft, or order signed by said Treasurer on requisition of the Chairman or the Vice-Chairman, except in the absence from the city of the Chairman and Vice-Chairman, upon due approval of any officer of the authority.

Section 5. Regular meetings of the Board shall be held on the first Tuesday of each January, April, July and October of each year, at 7:30 P.M, at a place to be announced. L

Section 6. Special meetings of the Board may be called by the Chairman or any two members of the Board, or in his absence by the Vice-Chairman. Notice of all meetings shall be in accordance with the public meeting law of the State of Nebraska.

3-502. Airport authority; created; board; members; expenses; delegation of authority; period of corporate existence; jurisdiction.

(1) Any city may create an airport authority to be managed and controlled by a board. The board, when and if appointed, shall have full and exclusive jurisdiction and control over all facilities owned or thereafter acquired by such city for the purpose of aviation operation, air navigation, and air safety operation.

(2) The Cities Airport Authorities Act shall not become operative as to any city unless the mayor and city council in their discretion activate the airport authority by the mayor appointing and the council approving the board members as provided in this section. Each such board shall be a body corporate and politic, constituting a public corporation and an agency of the city for which such board is established.

(3) Each board in cities of the primary, first, and second classes and in villages shall consist of five members to be appointed by the mayor with the approval of the city council to serve until their successors elected pursuant to section 32-547 take office. Members of such board shall be residents of the city for which such authority is created. **Any vacancy on such board shall be filled by temporary appointment by the mayor, with the approval of the city council, until a successor can be elected, at the next general city election, to serve the unexpired portion, if any, of the term. A member of such board may be removed from office for incompetence, neglect of duty, or malfeasance in office. An action for the removal of such officer may be brought, upon resolution of the city council, in the district court of the county in which such city is located.**

(4) Each board in cities of the metropolitan class shall consist of five members who shall be nominated by the mayor and approved by the city council and shall serve for terms of five years. Any vacancy on such board shall be filled by appointment by the mayor, with the approval of the city council, and such appointee shall serve the unexpired portion, if any, of the term of the member whose office was vacated. Any member of such board may be removed from office by the mayor, for incompetence, neglect of duty, or malfeasance in office, with the consent and approval of the city council.

(5) The members of the board hereby created shall not be entitled to compensation for their services but shall be entitled to reimbursement of expenses paid or incurred in the performance of the duties imposed upon them by the Cities Airport Authorities Act, to be paid as provided in section 23-1112 for county officers and employees. A majority of the members of the board then in office shall constitute a quorum. The board may delegate to one or more of the members, or to its officers, agents, and employees, such powers and duties as it may deem proper.

(6) The board and its corporate existence shall continue only for a period of twenty years from the date of appointment of the members thereof and thereafter until all its liabilities have been met and its bonds have been paid in full or such liabilities and bonds have otherwise been discharged. When all liabilities incurred by the authority of every

kind and character have been met and all its bonds have been paid in full or such liabilities and bonds have otherwise been discharged, all rights and properties of the authority shall pass to and be vested in the city. The authority shall have and retain full and exclusive jurisdiction and control over all projects under its jurisdiction, with the right and duty to charge and collect revenue therefrom, for the benefit of the holders of any of its bonds or other liabilities. Upon the authority's ceasing to exist, all its remaining rights and properties shall pass to and vest in the city.

Source:Laws 1957, c. 9, § 2, p. 111; Laws 1959, c. 12, § 1, p. 120; Laws 1965, c. 19, § 1, p. 153; Laws 1967, c. 14, § 1, p. 102; Laws 1967, c. 15, § 1, p. 106; Laws 1969, c. 25, § 1, p. 218; Laws 1971, LB 164, § 1; Laws 1972, LB 661, § 1; Laws 1977, LB 201, § 1; Laws 1981, LB 204, § 13; Laws 1988, LB 975, § 1; Laws 1994, LB 76, § 461.

Annotations

This section gives an airport authority full jurisdiction over all aspects of getting an aircraft and its occupants safely into and out of an airport. *Professional Firefighters of Omaha v. City of Omaha*, 243 Neb. 166, 498 N.W.2d 325 (1993).

The word airport herein means an airport qualified and licensed for public use. *Elliott v. City of Plattsmouth*, 187 Neb. 165, 188 N.W.2d 684 (1971).

Under former law the word airport in this section means an airport qualified and licensed for public use. *Bruns v. City of Seward*, 186 Neb. 658, 185 N.W.2d 853 (1971).

Airport authority's existence dependent upon city which created it and is an agency of that city, existence of airport authority does not prevent parent city from being annexed. *Airport Authority of City of Millard v. City of Omaha*, 185 Neb. 623, 177 N.W.2d 603 (1970).

3-506. Airport authority; finances; how handled.

All income, revenue, receipts, profits, and money of an authority from whatever source derived shall be paid either to the treasurer of the city in which such authority is established as ex officio treasurer of the authority who shall not commingle such money with any other money under his or her control or to the person appointed as treasurer of the airport authority in accordance with section 3-506.01. Such money shall be deposited in a separate bank, capital stock financial institution, or qualifying mutual financial institution account or accounts. Such money shall be withdrawn only by check, draft, or order signed by the treasurer on requisition of the chairperson of the authority or of such other person or persons as the authority may authorize to make such requisitions, approved by the board. The chief auditing officer of the city and his or her legally authorized representatives are hereby authorized and empowered from time to time to examine the accounts and books of such authority, including its receipts, disbursements, contracts, leases, sinking funds, and investments and any other matters relating to its financial standing. Notwithstanding the provisions of this section, such authority may

contract with the holders of any of its bonds as to collection, custody, securing, investment, and payment of any money of the authority or any money held in trust or otherwise for the payment of bonds or in any way to secure bonds. The authority may carry out any such contract notwithstanding that such contract may be inconsistent with the previous provisions of this section. All banks, capital stock financial institutions, qualifying mutual financial institutions, and trust companies are hereby authorized to give security for such deposits of money of authorities pursuant to the Public Funds Deposit Security Act. Section 77-2366 shall apply to deposits in capital stock financial institutions. Section 77-2365.01 shall apply to deposits in qualifying mutual financial institutions.

Source:Laws 1957, c. 9, § 6, p. 118; Laws 1978, LB 868, § 1; Laws 1989, LB 33, § 3; Laws 1999, LB 396, § 1; Laws 2001, LB 362, § 4.

Cross References

Public Funds Deposit Security Act, see section 77-2386.

3-506.01. Airport authority; treasurer; appointed; bond.

(1) An airport authority may appoint a treasurer.

(2) If a treasurer is appointed by the authority, the treasurer of the city in which such authority is established shall no longer serve as ex officio treasurer of the authority.

(3) If a treasurer is appointed, such treasurer shall furnish bond, in an amount to be determined by the authority, running to the authority conditioned upon the faithful performance of such treasurer's duties.

Source: Laws 1978, LB 868, § 2.

from City Clerk
COPY

RESOLUTION NO. 27-03

RESOLUTION OF THE CITY OF AUBURN, NEBRASKA DENYING ALLOCATION OF LEVY AUTHORITY TO THE AUBURN AIRPORT AUTHORITY, BUT AUTHORIZING THE TRANSFER OF FUNDS TO THE AUBURN AIRPORT AUTHORITY PURSUANT TO AN INTERLOCAL AGREEMENT.

WHEREAS, the Auburn Airport Authority has requested that the City of Auburn, Nebraska, provide it with the property tax funds to assist in the operation and maintenance of the Auburn Airport, and;

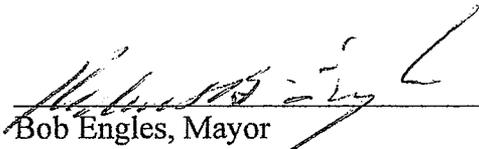
WHEREAS, the City of Auburn, Nebraska, does not wish to allocate any of its levy authority to the Auburn Airport Authority, and;

WHEREAS, the City of Auburn, Nebraska, believes it to be in the best interests of its citizens to enter into an Interlocal Agreement with the Auburn Airport Authority in order to help with the operation and maintenance costs of the airport which is used by the citizens of Auburn, Nebraska,

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF AUBURN, NEBRASKA:

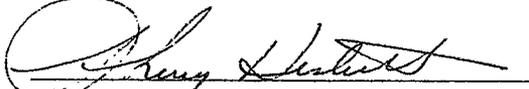
1. That the City of Auburn, Nebraska, hereby denies the allocation of any of the City's levy authority to the Auburn Airport Authority.
2. That the City hereby adopts the attached Interlocal Agreement with the Auburn Airport Authority. That said Agreement provides that the City will assist in financing the operation and maintenance of the Auburn Airport through said Interlocal Agreement. Further, said Agreement shall provide that said Airport shall remain available for the continued use of the citizens of Auburn, Nebraska.

Passed and approved this 14th day of July, 2003.



Bob Engles, Mayor

Attest:



Sherry Heskett, City Clerk

INTERLOCAL COOPERATION AGREEMENT

This Agreement is made and entered into by and between the City of Auburn, Nebraska, hereinafter referred to as "City", and the Auburn Airport Authority, hereinafter referred to as "Authority".

RECITALS

This Agreement, relating to the financing of the operation and maintenance of the Auburn Airport, is formulated under and based upon the Interlocal Cooperation Act, Sections 13-801 et seq., R.R.S. 1943, as amended.

WHEREAS, the Authority is operating an airport which is beneficial to the residents of the City of Auburn, Nebraska, and,

WHEREAS, the State of Nebraska has enacted legislation which prohibits the Authority from levying taxes for the purpose of operating and maintaining the Airport, and,

WHEREAS, the Airport serves a vital role in the productivity of industry and agriculture and is a benefit to the citizens of the City of Auburn, and,

WHEREAS, the Authority has requested assistance in funding the operation and maintenance of the airport,

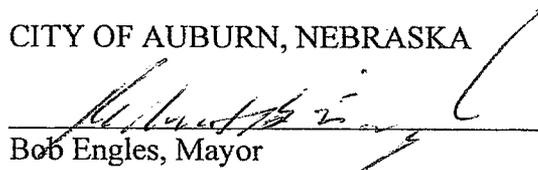
NOW, THEREFORE, it is agreed by and between the City of Auburn, Nebraska, and the Auburn Airport Authority as follows:

1. That the duration of this agreement shall be for a period of one year commencing on the first day of October, 2003, and shall continue from year to year thereafter until such time as the same is amended or terminated by the parties.
2. That no separate legal or administrative entity shall be created pursuant to this agreement.
3. That the purpose of this agreement is to provide a vehicle by which the City of Auburn may assist in financing the operation and maintenance of the Auburn Airport for the continued use of the citizens of Auburn.
4. That during the term of this agreement the Authority shall annually present to the City a proposed operating budget for the following fiscal year. That following receipt of such budget the City shall annually determine the extent to which it can assist in financing the operation and maintenance of the Auburn Airport and shall include such sum in the City's annual budget for the ensuing fiscal year.

5. That on a monthly basis, the City Clerk shall transfer to the Authority an appropriate amount based on tax receipts to the Authority from the City's annual budget for operation and maintenance of the Airport. The Authority shall have the right and authority to expend such funds in accordance with its operating budget.
6. That any real or personal property acquired by the Authority as the result of this agreement shall be and remain the separate property of the Authority.

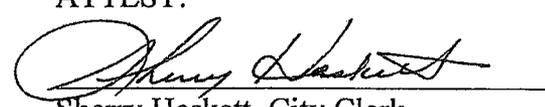
Entered into this 14th day of July, 2003.

CITY OF AUBURN, NEBRASKA



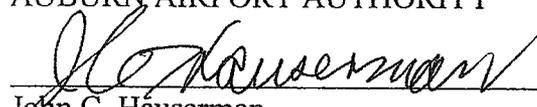
Bob Engles, Mayor

ATTEST:



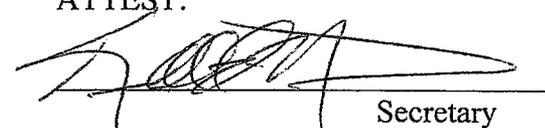
Sherry Heskett, City Clerk

AUBURN AIRPORT AUTHORITY



John C. Hauserman,

ATTEST:



Secretary

AUBURN (NEBRASKA) AIRPORT AUTHORITY

Overview of Documents Obtained from Kendall Neiman, Secretary and General Manager, of the Auburn Airport Authority - From 2003 Forward

Prepared February 2012 by Dottie Holliday

Year	Month	Day	Day of Week	Week of Month	Time	Hauserman	Schulte	Neiman	Moeller	Zaruba	Guests	Location of Meeting	Roll Call Votes	Open Meetings Noted	Type of Instrument	Abstract of Contents of Instrument
2003	5	13	Tues	2nd							Yes	Yes			Notice of Org. Meeting	Agenda: Election of officers, Resolution to withdraw funds from City of Auburn, Resolution to approve By Laws
2003	5	19	Mon	4th	7:00 p.m.							Yes			Resolution - City of Auburn	Resolution of the City of Auburn, Nebraska, Creating an Airport Authority in Accordance with Section 3-501 through 3-514 inclusive R.R.S. 1943. --- Mayor appointed "Todd Moeller" who shall serve until his successor, elected at the first general city election following such appointment, shall qualify and take office. Steve W. Schulte and Michael Zaruba who shall serve until their successors elected at the second general city election following such appointment, shall qualify and take office. J.C. Hauserman and Kendall Neiman who shall serve until their successors elected at the third General city election following such appointment, shall qualify and take office."
2003	5	19	Mon	4th	7:30 p.m.	x	x	x	x	2	Yes	Yes	No		Minutes of Organization Meeting	J. C. Hauserman elected Chair, Steve W. Schulte elected vice-chair, Kendall Neiman elected secretary Resolution 1 and 2 and By-Laws attached. <u>Instrument dated May 20, 2003.</u>
												Yes	Yes		Resolution - AAA	Resolution 1 - Authorizing Chair & Secretary to withdraw airport funds for deposit in special checking account for the Authority; Resolution 2 - Adopt attached By-Laws.

AUBURN (NEBRASKA) AIRPORT AUTHORITY

Overview of Documents Obtained from Kendall Neiman, Secretary and General Manager, of the Auburn Airport Authority - From 2003 Forward

Prepared February 2012 by Dottie Holliday

Year	Month	Day	Day of Week	Week of Month	Time	Haugerman	Schulte	Neiman	Moeller	Zaruba	Guests	Location of Meeting Given	Roll Call Votes	Open Meetings Noted	Type of Instrument	Abstract of Contents of Instrument
															By-Laws	<p>OVERVIEW: Article I: Name shall be Auburn Airport Authority - shall be a body politic and corporate, duties and powers set forth in the Cities Airport Authorities Act, Chapter 3, Article 5, Revised Statutes of Nebraska. Article II Section 1: Officers shall be Chairman, Vice-Chairman, Secretary and Treasurer. The Treasurer of the City of Auburn, NE, is ex officio treasurer all other officers are elected and shall hold office until their successors are elected and taken office. <u>Officers shall be elected at the first meeting of the board after May 12 of each year.</u> Section 2: Chair shall preside at meetings, have general supervision over affairs of authority and other officers; sign written contracts; perform duties incident to his office. In his absence or disability the Chair's responsibilities shall be done by Vice-Chair. Section 3: Secretary shall issue notices of all meetings of the Board, attend and keep the minutes, have charge of all corporate books, records and papers, keep the seal, attest with his signature and impress with the seal all written contracts of the authority, and perform other duties incident to his office.</p> <p>Section 4: All income, revenue receipts, profits and money of the authority shall be paid to the Treasurer. The money may not be commingled, etc. Section 5: <u>Regular meetings of the Board shall be held on the first Tuesday of each January, April, July and October of each year at 7:30 P.M. at a place to be announced.</u> Section 6: Special meetings may be called by the Chair or any two members, or in his absence by the Vice-Chair. <u>Notice of all meetings shall be in accordance with the public meeting law of the State of Nebraska.</u></p>

AUBURN (NEBRASKA) AIRPORT AUTHORITY

Overview of Documents Obtained from Kendall Neiman, Secretary and General Manager, of the Auburn Airport Authority - From 2003 Forward

Prepared February 2012 by Dottie Holliday

Year	Month	Day	Day of Week	Week of Month	Time	Hauserman	Schulte	Neiman	Moeller	Zaruba	Guests	Location of Meeting Given	Roll Call Votes	Open Meetings Noted	Type of Instrument	Abstract of Contents of Instrument
2003	5	29	Thur	5th	7:30 p.m.	x	x	x	x	x	1	No	No	No	Minutes	Prior minutes approved. Mike Gerdas will act as treasurer. (Note: Mike Gerdas was Auburn City Treasurer at this time. Glen Krueger then became City Treasurer. The present City Treasurer is Joseph Casey.) Airport Manager, Kent Dorste, reported his duties were to collect monies for fuel and "attend the facility's hangars". Discussion on how past duties, i.e. weed control & other maintenance were handled. Chair Hauserman reported three engineering firms were contacted about the Airport Layout Plan (ALP). Schulte moved to select Olson (sic) & Associates. Moeller seconded. Passed. Discussion on ALP. Auburn State Bank approved to be depository for the Authority - Passed. Discussed accounting, i.e. paying bills and payroll. Next meeting set for <u>July 1, 2003 at 7:30 P.M.</u> at Farrington (sic) Field Building.
2003	7	8	Tues	2nd	7:30 p.m.		x	x	x		1	No	No	No	Minutes	Previous Minutes approved. Agency Agreement Project No. 3-31-006-01, Exhibit A & B read and approved. Resolution No 07082003 read and approved. Meeting adjourned at 8:15 (sic).
2003	7	14	Mon	2nd											City of Auburn - Resolution 27003	"Resolution of the City of Auburn, Nebraska denying allocation of levy authority to the Auburn Airport Authority, but authorizing the transfer of funds to the Auburn Airport Authority pursuant to an Interlocal Agreement.
2003	7	14	Mon	2nd											Auburn, Ne and Auburn Airport Authority Interlocal Cooperation Agreement	See attached document.

AUBURN (NEBRASKA) AIRPORT AUTHORITY

Overview of Documents Obtained from Kendall Neiman, Secretary and General Manager, of the Auburn Airport Authority - From 2003 Forward

Prepared February 2012 by Dottie Holliday

Year	Month	Day	Day of Week	Week of Month	Time	Hauserman	Schulte	Neiman	Moeller	Zaruba	Guests	Location of Meeting Given	Roll Call Votes	Open Meetings Noted	Type of Instrument	Abstract of Contents of Instrument
2003	8	5	Tues	1st	8:15 p.m.	x	x	x	x		No	No	No	No	Minutes	Minutes approved. Discussion on accounting procedures. Chair said Peggy Kuser, CPA would do the books for approximately \$25,000 a month. Airport manager instructed to order fuel. Chair gave update on ALP. Negotiation were (sic) currently ongoing with two different engineering firms. Motion to accept Tri State Construction firm's bid to resurface the apron area. "All approved" Gas tank discussed. City is not happy with gas collection figures. "Decided to check on pump certification." Talked about manager's job. Present manager will present Chair Hauserman with what he believes is the job description. (Note: Kent Dorste was Manager at this time.) Meeting adjourned at 9:15 (sic).
2003	11	4	Tues	1st	7:00 p.m.	x	x			1	No	No	No	Minutes	Minutes reviewed and passed. Chair Hauserman reported over \$19,000 was received from Federal Government for previous airport improvements. Also received \$4,000 from City. Bank balance currently stands at a little over \$80,000. CID of \$50,000. Chair reported that HWS Consulting Group, Inc. will update the ALP for \$18,000. New ALP should be done by August 2004. Maintenance Dept. of Aeronautics is giving the Beacon to the Airport. "We must now maintain the beacon." Board will decide in the future. Discussed storing the Fire Department's older truck in "our" building. Meeting adjourned at 7:50 (sic). <u>No mention of future meeting.</u>	
2003	12	9	Tues	2nd	7:00 p.m.	x	x	x	x		No	No	No	Minutes	Approved prior minutes. Insurance for facility discussed. No manager's report. State and Federal Grants were read and reviewed. Approved on voice vote. Discussed Airport manager's job duties. Group decided to review current (sic) job duties and update. Meeting adjourned at 7:45 p.m. <u>No mention of future meeting.</u>	

AUBURN (NEBRASKA) AIRPORT AUTHORITY

Overview of Documents Obtained from Kendall Neiman, Secretary and General Manager, of the Auburn Airport Authority - From 2003 Forward

Prepared February 2012 by Dottie Holliday

Year	Month	Day	Day of Week	Week of Month	Time	Hauserman	Schulte	Neiman	Moeller	Zaruba	Guests	Location of Meeting Given	Roll Call Votes	Open Meetings Noted	Type of Instrument	Abstract of Contents of Instrument
2004	10	12	Tues	2nd	7:00 p.m.	x	x	x	x	2	No	No	No	No	Minutes	No previous minutes were approved. HWS Consulting Group representatives, Garold Ulmer and Andrew Beil. A "good, informative discussion was had about the ALP for Farrington (sic) Field." Manager's Job Description discussed and approved. Meeting adjourned at 8:37 p.m. <u>No mention of future meeting.</u> See Manager's Job Description attached to Minutes of 10-12-2004. (Note: No election of officers occurred.) (No minutes of any other meetings during 2004 were provided by Secretary Neiman.)
2005	1	11	Tues	2nd	7:15 p.m.	x	x	x		1	No	No	No	Minutes	No previous minutes were approved. Discussion on placing airport funds into interest bearing account. Chair said he would talk to Treasurer Gerdes about moving the funds. Hauserman will investigate if Authority is exempt from taxes. Manager Dorste instructed to repair wind sock. Chair reported the receipt of \$8,000 grant funds. It had paid HWS \$8,336.91. "Paid bill for repairs to the gutters of hangars." Board "approved Airport Manager's Job Description." ALP will be presented to FAA in near future. The Board members shared information with City Auditor. Dorste gave hanger (sic) report. <u>Moved and seconded to protest property tax issue. Motion passed.</u> <u>Moved and seconded to appoint Todd Moeller to another term on the Authority.</u> <u>"Motion passed upon vote."</u> Meeting adjourned at 8:10 p.m. <u>No mention of future meeting.</u>	
2005	4	26	Tues	4th	7:10 p.m.	x	x	x	x		No	No	No	Minutes	Previous minutes read and approved. No detail -- just "motion passed" and no mention of the date of the Minutes. Chair Hauserman reported the Authority has \$33,845.75 in its checking account. "There are also 2 CD's with \$50,265.07 in each deposit." Maintenance was discussed. Chair will know if the ALP is approved by the FAA in about 12 months. Hauserman reported that County Assessor told him that there will be no tax for the property the Airport "currently sits on". Meeting adjourned at 7:40 p.m. <u>No mention of future meeting.</u>	

AUBURN (NEBRASKA) AIRPORT AUTHORITY

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Prepared February 2012 by Dottie Holliday

Year	Month	Day	Day of Week	Week of Month	Time	Hauserman	Schulte	Neiman	Moeller	Zaruba	Guests	Location of Meeting Given	Roll Call Votes	Open Meetings Noted	Type of Instrument	Abstract of Contents of Instrument
2005	7	19	Tues	3rd	7:05 p.m.	x	x	x		1	No	No	No	No	Minutes	Previous minutes (no date stated) approved. "Motion passed". Chair reported that "their (sic) would be no taxes on the land leased by the Airport." There is no new report on the ALP from the FAA. New Business: Authority needs to apply for a waiver for an audit. Moved and seconded. "Motion passed". Meeting adjourned at 7:30 (sic). No mention of future meeting. (Note: No election of officers occurred.)
2005	10	18	Tues	3rd	7:03 p.m.	x	x	x	x	1	No	No	No	No	Minutes	Previous minutes (no date stated) read and approved. "Motion passed." Chair Hauserman reported the checking account had \$30,678.12 and the amounts on deposit in CD's is \$101,069.00. Hauserman provided letters on the ALP from the State of Nebraska in reference to the FAA letter of changes to the ALP submission (sic). "The land lease option for the NDB was discussed. The cost is \$300.00. Hauserman shared photos of the NDB site. After much discussion member Zaruba made a motion to remove the local NDB, upon approval from the State of Nebraska. The motion was seconded by Moeller. Motion passed upon vote. Meeting adjourned at 7:25 (sic). No mention of future meeting.
2006	1	24	Tues	4th	7:10 p.m.	x	x	x			No	No	No	No	Minutes	See actual copy of Minutes. The Minutes were changed by marking out information. Previous Minutes read and approved. "Motion passed" Bank accounts -- checking \$30,151.41 and the "amounts on deposit in CD's is \$101,616.72.00 (sic). ALP was discussed. Meeting adjourned at 7:35 (sic). No mention of future meeting.

AUBURN (NEBRASKA) AIRPORT AUTHORITY

Overview of Documents Obtained from Kendall Neiman, Secretary and General Manager, of the Auburn Airport Authority - From 2003 Forward

Prepared February 2012 by Dottie Holiday

Year	Month	Day	Day of Week	Week of Month	Time	Hauserman	Schulte	Neiman	Moeller	Zaruba	Guests	Location of Meeting Given	Roll Call Votes	Open Meetings Noted	Type of Instrument	Abstract of Contents of Instrument
2006	4	18	Tues	3rd	7:10 p.m.	x	x	x			No	No	No		Minutes	Previous Minutes (no date stated) were read and approved. "Motion passed". Chair reported the ALP was next in line for FAA approval. The next phase would be to contact a surveyor and begin proposals for easements or land acquisitions. "Discussed entitlements and transfers of funds so our monies can be extended. Resolutions were read and voted on. Moved by Schulte seconded by Neiman. All voted ya. (sic) motion passed. Meeting adjourned at 7:25 p.m. No mention of future meeting. (Note: <u>No Resolutions were attached to the information given to me by Secretary Kendall Neiman.</u>)
2006	8	15	Tues	3rd	7:05 p.m.	x	x	x	x		No	NO	Yes	Minutes	Minutes of previous meeting (no date given) were read and approved. "Motion passed, all voting aye." Hauserman reported that the Authority had received approval of its APPL from the FAA. Further, he stated that he has "submitted a contract with Nemaha Valley Engineering and Surveying for site surveys for land acquisitions and easement purposes. The contracts have been approved by the State. Zaruba moved to accept such contracts, seconded by Schulte. Motion passed, all voting aye." Zaruba moved to approve the audit waiver request, seconded by Moeller. "Motion passed, all voting aye." "Next item discussed was action that was needed to file a form to bypass the budget requirement. Motion was made by Zaruba to file such form, seconded by Schulte. "Motion passed, all voting aye." Meeting adjourned at 7:28 p.m. No mention of future meeting. (Note: <u>No election of officers occurred.</u>)	

AUBURN (NEBRASKA) AIRPORT AUTHORITY

Overview of Documents Obtained from Kendall Neiman, Secretary and General Manager, of the Auburn Airport Authority - From 2003 Forward

Prepared February 2012 by Dottie Holliday

Year	Month	Day	Day of Week	Week of Month	Time	Hauseman	Schulte	Neiman	Moeller	Zaruba	Guests	Location of Meeting Given	Roll Call Votes	Open Meetings Noted	Type of Instrument	Abstract of Contents of Instrument
2007	4	11	Wed	2nd	7:05 p.m.	x	x	x	x		No	No	No	No	Minutes	Roll call taken previous to this, it has not been indicated in the Minutes. Minutes of previous meeting (no date given) were read and approved. "Members discussed the mowing situation at the facility. ACI isn't able to help out the renter will be required to mow the ground as per contract." Chair reported that ALP is on file at the Auburn City offices (sic). Twelve surveys have been completed. "Hauseman motioned to re-appoint Zaruba and Schulte to terms on the board. Moeller seconded the nomination, motion passed." "Zaruba motioned to allow Hauseman to enter into contracts for appraisals (sic), second by Schulte. Motion passed." Meeting adjourned at 7:55 p.m. No mention of future meeting.
2007	7	17	Tues	3rd	7:05 p.m.	x	x	x	x		No	No	No	Minutes	Minutes of previous meeting (no date given) were read and approved. "Motion by Moeller, seconded by Schulte to approve <u>past minutes</u> . Motion passed." Moved and seconded that the Board hire George Tesar, Jr. "for the purpose of conducting appraisals (sic) for the airport authority ALP. George is a (general certified appraiser of real estate). "All voted aye. Zaruba moved and Schulte seconded to trade \$50,000 in federal airport funds with Creighton Airport Authority for future federal funds. "All voted in favor." Hauseman stated that he sent in a request for a waiver on filing the budget and that accountant Peggy Kuser will aid the group in filing an audit. (Note: Signed Resolution Adopting and Approving the Execution of an Agreement to Waive Receipt of the Non-Primary Entitlement Funds Apportioned to Farington Field in Fiscal Year(s) 2004, and Transferring these Funds to Another Nebraska Airport accompanied information from Secretary Kendall Neiman.) Meeting adjourned at 7:53 p.m. No mention of future meeting.	
2007	8	30													Disadvantaged Bus. Enterprise (DBE) Program	Signed by Chairperson J. C. Hauseman on behalf of the Auburn Airport Authority. (No mention of this in any of the Minutes to date.) Copy enclosed included with information provided me by Secretary/Airport Manager Kendall Neiman.

AUBURN (NEBRASKA) AIRPORT AUTHORITY

Overview of Documents Obtained from Kendall Neiman, Secretary and General Manager, of the Auburn Airport Authority - From 2003 Forward

Prepared February 2012 by Dottie Holliday

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2008	1	8	Tues	2nd	7:00 p.m.	x	x	x	x		No	No	No	No	Minutes	Minutes of previous meeting (no date given) were read and approved. Chair advised Board that appraisers are working on the ALP. Time lines for the capital improvements discussed. Chair "spoke about the upcoming elections and certification process as a board. All board member seats will be voted on during the next election cycle. Hauserman asked all members to file by the incumbent date deadline of March 15, 2008." Hauserman asked the board to approve Resolution No R01 with regards to the State Agency Agreement with the Nebraska Department of Aeronautics for the purpose of assistance with Federal monies in regard to the development of the Airport. The Agency Agreement was reviewed and a motion was made by Schulte and second by Neiman to adopt said resolution for the Airport Authority of Auburn, Nebraska. Motion passed by an unanimous vote of the board." Meeting adjourned at 7:45 p.m. <u>No mention of future meeting.</u>
2008	3	25	Tues	4th	12:30 p.m.	x	x	x	x		No	No	No	Minutes	Previous minutes were read and approved (no date given). As of February 28th monies in the checking and CD's totalled (sic) \$144,658.35. Motion by Zaruba and seconded by Schulte to move Federal monies from its account to Valentine's Miller Field project in the amount of \$150,000. "Motion passed on vote." Meeting adjourned at 12:56 p.m. <u>No mention of future meeting.</u>	
2008	5	13	Tues	2nd	7:05 p.m.	x	x	x	x		No	No	No	Minutes	Previous minutes were read and approved (no date given). Chair informed Board that survey done by Buss Engineering needed more work. Two plots of land needed re-surveyed. Moved and seconded and passed. Motion by Zaruba, seconded by Schulte to purchase a mower from Ariens in the approximate of \$5,000. Motion passed. Meeting adjourned at 7:35 a.m. (sic). <u>No mention of future meeting. (Note: No election of officers occurred.)</u>	

AUBURN (NEBRASKA) AIRPORT AUTHORITY

Overview of Documents Obtained from Kendall Neiman, Secretary and General Manager, of the Auburn Airport Authority - From 2003 Forward

Prepared February 2012 by Dottie Holliday

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2008	7	15	Tues	3rd	7:15 p.m.	x	x	x	x		No	No	No	No	Minutes	<p>Previous minutes were read and approved (no date given). Discussion on removing some trees. Neiman will discuss this with City to see if trees could be cut down by City workers. Motion by Neiman, second by Moeller to accept agreement for Federal Monies for project B01. "All voted yea." Chair advised board that Olson (sic) & Associates had completed the survey of the airport projects. Appraisals (sic) are next in the process. Motion by Schulte, seconded by Hauserman to hire Neiman the job of airport manager at \$340 per month. "All voted yea, except Neiman who abstained. "See attached job description to be carried out by manager." (Note: <u>No attachment included with information from Secretary Neiman,</u>) Meeting adjourned at 8:00 p.m. <u>No mention of future meeting.</u></p>
2009	1	6	Tues	1st	7:08 p.m.	x	x	x	x		No	No	No	Minutes	<p>Previous minutes were read and approved. (No date given.) Neiman gave brief maintenance report. Motion by Schulte, seconded by Zaruba, to ratify the approved contract with Olson (sic) & Associated (sic) for projects AIP Project No. 3-31-0006-03 and OA Project No. 008-1414 for Farington Field. (This will allow for building a 980 sq. ft facility at the airport. "Motion passed." Schulte moved and seconded by Zaruba to appoint Todd Moeller to the Airport Authority Board for a two year period. "Motion passed." Meeting adjourned at 7:49 p.m. <u>No mention of future meeting.</u></p>	
2009	3	10	Tues	2nd	5:17 p.m.	x	x	x	x		No	No	No	Minutes	<p>Previous minutes were read and approved (no date given). Airport Manager Neiman gave brief maintenance report. Zaruba moved and Schulte seconded to approve Resolution A01 - Rehabilitate Apron. "All members present voted aye." Schulte moved and seconded by Zaruba to approve Resolution M01 - Remove Trees. "All members present voted aye." (Note: <u>These documents were not provided by Neiman with the Minutes of this meeting.</u>) Meeting adjourned at 5:33 p.m. <u>No mention of future meeting.</u></p>	

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2009	6	18	Thurs	4th	12:00 p.m.	x	x	x	x		No	No	No	No	Minutes	Abstract of Contents of Instrument Minutes of March 10 were read and approved. Manager Neiman gave brief update on "mowing, weed trimming, and Badger (sic) hole repairs." <u>Hauserman reviewed the bid tabulations presented at the bid opening on June 10th.</u> Motion made by Zaruba and second by Neiman to accept the low bid of \$502,919.80 submitted by AHRs of Berr, KS in regards to Project No. AIP No. 3-31-0006-03/04. All vote yea." Zaruba moved and second by Neiman to pay expenses for Hauserman to attend Central Region Airport Conference in Kansas. "Motion passed all voting yea." Motion by Hauserman and second by Zaruba to purchase a Stihl Weed Eater. "All voted yea." In regards to moving forward with the construction process, persons will be required to sign grants and construction documents related to the project. It was decided to have <u>Hauserman and Neiman pre-approved to act on behalf of the airport authority.</u> Motion so made by Hauserman and second by Neiman. <u>All voted yea.</u> Meeting adjourned at 12:23 p.m. (Note: No election of officers occurred.)
2009	11	17	Tues	3rd	7:04 p.m.	x	x	x	x		No	No	No	Minutes	June 18 Minutes were approved. "After review of the past fiscal year, bills and expenditures for 2009 were approved." Member Neiman reviewed maintenance at the facility. Member Hauserman explain (sic) that public meeting (sic) need to be held to discuss future improvement. At the meetings environmental assessment and property easement will be explained. He and Neiman will attend the next City Council meeting and bring the Mayor and Council up to date. "Spoke about the possible future monetary needs of the Airport Authority." Motion and second to approve application for audit exemption. Passed. Motion and second to authorize Neiman to spend approximately \$1,000 for furnishings for new terminal building. Passed. Members agreed to meet after meeting and tour the new terminal facilities, which are about 80% completed. <u>Adjourned at 7:40 P.m.</u>	

AUBURN (NEBRASKA) AIRPORT AUTHORITY

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2010	1	12	Tues	2nd	7:08 p.m.	x	x	x			No	No	No	No	Minutes	Minutes of Nov. 17, 2009 were read and approved. "Bills reviewed. Motion by Schulte to pay bills (No detail about bills given.) 2nd by Hauserman. Passed. Member Neiman reviewed maintenance at the facility. A brief discussion was had about Phase I. Meeting adjourned at 7:35 p.m. Note: no mention of future meeting date.
2010	1	19	Tues	3rd	7:09 p.m.	x	x	x			No	No	Yes	Minutes - Note: See copy of Minutes - date has been changed in writing. Minutes of the April 27th meeting could not have been approved at a meeting held in January.	"Minutes of the April 27th (sic) meeting were read and approved. Bills were reviewed and approve (sic) thru 4/27/10 (sic). Motion by Schulte to pay bills, 2nd by Moeller. all voting yea." Brief update from Member Neiman on maintenance. "Under Capital Improvement Hauserman mentioned the Hearing that was held on March 25, 2010 on future expansion project." (Note: No Minutes or Transcript were in the information furnished by Secretary Neiman.) Moeller motioned to hire Olsson & Associated for the next 5 years as consultant for the Airport Projects. They were deemed the most qualified. 2nd by Schult (sic). All yea, motion carried." Hauserman was appointed to find and purchase a couch and chairs for the facility. Meeting adjourned at 7:36 p.m. No mention of future meeting.	
2010	3	25	Thurs	4th	7:04 p.m.	x	x	x			2	No	No	Minutes	Meeting for Environmental Assessment for Land Acquisition - Tracts 9, 10, 11, 15 and 16, Farington Field, Auburn, Nebraska, Project 3-31-0006-05. Presenter at meeting was Diane Hofer, Olsson Associates. Mike Coulter, land owner, received a letter notifying him of the meeting.	

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2010	7	20	Tues	3rd	7:03 p.m.	x	x	x	x		No	No	Yes	Minutes	"Minutes of the January meeting were read and approved. Motion by Zaruba, second by Schulte. Motion passed, all voting aye." Bills were reviewed and approved. Motion by Schulte and 2nd by Zaruba. " Motion passed, all voting aye." (Note: <u>No specific bills are mentioned.</u>) Member Neiman gave brief maintenance report. Under Capital Improvement Hauserman reviewed future airport projects, i.e. connector taxiway, t-hangar taxiway. The new lights and paved runway were projected to cost <u>\$2,075,000</u> . Hauserman reported that Midwest Right of Way is working of (sic) the land acquisitions. September 2 will be Open House and Ribbon Cutting Ceremony for the facility. Neiman was instructed to work on "blinds." Meeting adjourned at 7:54 p.m. <u>No mention of future meeting date.</u> (Note: <u>No election of officers occurred.</u>)	
2010	10	19	Tues	3rd	7:03 p.m.	x	x	x	x		No	No	Yes	Minutes	The July meeting minutes were read and approved. "Bills and financial statement were reviewed and approve (sic). Motion by Schulte to pay bills, 2nd by Moeller. Motion passed, all voting yea." "Motion to approve checks written for fiscal year 2009-2010 was made by Schulte, 2nd by Moeller. Motion passed all voted yea." Board told Member Neiman to order and install blinds for the facility. Chair reported new locks would be installed on the outside door of the facility. Chair also said the initial appraisals were done and sent for review appraisals. Hauserman reviewed the Audit. (Note: <u>No audit was attached to the Minutes.</u>) "Hauserman presented some plaques for the building. After looking at the designs a small version was agreed upon. <u>No vote taken.</u> Meeting adjourned at 7:34 p.m. <u>No mention of future meeting date.</u>	

AUBURN (NEBRASKA) AIRPORT AUTHORITY

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2011	2	9	Wed	2nd	5:00 p.m.		x			9	Yes	No	No	No	Public Hearing	Note: The enclosed Minutes of the Hearing held on February 9, 2011, were not recorded until January of 2012. I had attended this hearing and had the Public Notice from the <i>Nemaha County Herald</i> dated January 27, 2011. I used this to demonstrate to Secretary Neiman that there was a hearing and that he attended it. Chairman Hauserman then informed me that I must send a letter requesting the Minutes and that Midwest Right of Way Services would reconstruct them from notes taken by a former employee. Please see my letter dated January 17, 2012, to the Board requesting a copy of these Minutes.
2011	4	19	Tues	3rd	7:09 p.m.		x	x			No	No	Yes	Minutes	October Minutes were read and approved. Motion by Schulte to pay bills, 2nd by Neiman. "Motion passed, all voting yea." Maintenance was reviewed by Neiman. "Members discussed the audit that was conducted and finished on September 10, 2010. Motion made by Hauserman to approve the audit, 2nd by Schulte. Motion passed, all voting aye." (Note: No audit report included with these Minutes.) Meeting adjourned at 7:42 p.m. No mention of a future meeting date.	
2011	9	13	Tues	2nd	7:00 p.m.		x	x	x				Yes	Minutes	Minutes of the April 19 meeting were read and approved. "Bills and financial statement were reviewed and approve (sic). Motion by Hauserman to pay bills, 2nd by Zaruba. Motion passed, all voting aye." Zaruba moved and Moeller seconded to repair the hangar doors and repair gutters. "Motion passed, all yea." "Resolution No L01 (land, rwy phase 1) was introduced. A copy of such resolution is attached to the minutes. The motion is an agency agreement with the Department of Aeronautics of the State of Nebraska for Project No 3-31-0006-05 to be submitted by the Department to the Federal Aviation to obtain Federal Assistance for the development (sic) of the airport. Motion was made by Zaruba and 2nd by Moeller to pass such resolution. All vote yea." Meeting adjourned at 7:30 p.m. No mention of future meeting date. (Note: No election of officers occurred.)	

AUBURN (NEBRASKA) AIRPORT AUTHORITY

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2011	9	13	Tues	4th	7:05 p.m.	x	x	x				No	No	Yes	Minutes	Resolution L01 (land, rwy phase 1)	See enclosed Resolution No L01 (land, rwy phase 1). Please note the dating discrepancy. The Resolution was signed on September 11, 2011, but the Auburn Airport Authority Board meeting was held on September 13, 2011.
2011	9	27	Tues	4th	7:05 p.m.	x	x	x				No	No	Yes	Minutes	The September 13 meeting minutes were read and approved. The following Resolution was read. "Be it Resolved by the Auburn Airport Authority that J. C. Hauserman, Chairman of the Auburn Airport Authority is hereby authorized to borrow on behalf of (sic) the Auburn Airport Authority \$50,000.00 from Auburn State Bank and to sign any and all forms that may be necessary or convenient in connection with said loan, including but not limited to a Promissory Note to the Auburn State Bank." Neiman moved to adopt the resolution. Moeller seconded. "Motion passed, all voted yea." The Board discussed the possible purchase of a courtesy vehicle and associated insurance cost. It was noted that the City has "been approached about insuring, but were hesitant due to unknown liability issues." Meeting adjourned at 7:25 p.m. <u>No mention of a future meeting date.</u>	

Auburn Airport Authority - Auburn, Nebraska
Summary Report of Income for Period July 2003 through September 2011 **
Auburn State Bank - Checking Acct. 438949 and Certificate of Deposit

Prepared by Dottie Holliday - January 17, 2012

Checking Account 438949

Source	FY 2003 Income	FY 2004 Income	FY 2005 Income	FY 2006 Income	FY 2007 Income	FY 2008 Income	FY 2009 Income	FY 2010 Income	FY 2011 Income	Totals
City of Auburn	\$ 60,764.39	\$ 5,461.71								\$ 66,226.10
Tax Revenue	\$ 2,575.42									\$ 2,575.42
Fuel	\$ 991.40	\$ 2,060.11	\$ 3,519.05	\$ 4,046.04	\$ 2,755.76	\$ 2,716.78	\$ 2,433.28	\$ 528.44	\$ 3,839.79	\$ 22,890.65
State of Nebraska		\$ 26,658.37	\$ 9,989.67	\$ 6,622.64			\$ 73,453.07	\$ 511,838.45	\$ 10,558.95	\$ 639,121.15
CD Cashed In		\$ 50,000.00								\$ 50,000.00
Cash Rent		\$ 8,900.00	\$ 8,900.00	\$ 8,900.00	\$ 8,900.00	\$ 8,900.00	\$ 8,900.00	\$ 8,900.00	\$ 8,900.00	\$ 71,200.00
Hanger Rent		\$ 2,100.00	\$ 2,625.00	\$ 1,995.00	\$ 1,575.00	\$ 2,100.00	\$ 1,470.00	\$ 3,010.00	\$ 3,180.00	\$ 18,055.00
Other								\$ 420.00		\$ 420.00
Transfer from CD								\$ 57,695.92	\$ 59,159.14	\$ 116,855.06
American Dream									\$ 67.75	\$ 67.75
Ins. Refund									\$ 125.00	\$ 125.00
Total Receipts & Transfers	\$ 64,331.21	\$ 95,180.19	\$ 25,033.72	\$ 21,563.68	\$ 13,230.76	\$ 13,716.78	\$ 86,256.35	\$ 582,392.81	\$ 85,830.63	\$ 987,536.13

Certificate of Deposit for Auburn Airport Authority - No Certificate Number designated in Peggy Kuser, CPA Report

Source	FY 2003 Income	FY 2004 Income	FY 2005 Income	FY 2006 Income	FY 2007 Income	FY 2008 Income	FY 2009 Income	FY 2010 Income	FY 2011 Income	Totals
Beginning Balance	\$ -	\$ -								
Transferred from				\$ 100,000.00						\$ 100,000.00
Checking				\$ 1,069.00						\$ 1,069.00
Interest				\$ 2,623.96	\$ 3,540.74	\$ 4,083.50	\$ 3,366.60	\$ 1,501.88	\$ 794.38	\$ 16,980.06
Transferred to										
Checking								\$ (57,695.92)	\$ (59,284.14)	\$ (116,980.06)
Total Receipts & Transfers	\$ -	\$ -	\$ 101,069.00	\$ 2,623.96	\$ 3,540.74	\$ 4,083.50	\$ 3,366.60	\$ (56,194.04)	\$ (58,489.76)	\$ -

** Jay Hauserman, Chair of the Auburn Airport Authority, authorized Peggy Kuser, CPA for the Auburn Airport Authority, to provide Dottie Holliday this information.

Kuser's Report shows a balance of (\$12,922.34) on September 30, 2011. Holliday's indicates a balance of (\$12,846.22). The difference is \$76.12.

Note: No Income or Expenses for August and September 2008 are shown on the CPA's Checking Account Report. That might explain why the CPA's FY 2011 ending balance differs from Holliday's ending balance by \$76.12.

According to the Auburn Airport Authority Minutes of September 27, 2011, the Authority passed a Resolution authorizing J. C. Hauserman, Chairman of the Board, "to borrow on behalf of (sic) the Auburn Airport Authority \$50,000.00 from Auburn State Bank and to sign any and all forms that may be necessary or convenient in connection with said loan, including but not limited to a Promissory Note to the Auburn State Bank."

Auburn Airport Authority
Auburn State Bank - Checking Acct. 438949
 Summary Report of Expenses for Period July 2003 through September 2011 **

Prepared by Dottie Holliday - January 17, 2012

	FY 2003 Expenses	FY 2004 Expenses	FY 2005 Expenses	FY 2006 Expenses	FY 2007 Expenses	FY 2008 Expenses	FY 2009 Expenses	FY 2010 Expenses	FY 2011 Expenses	Totals
Expense/Transfer										
Kent Dorstie - Contract Labor	\$ 618.00	\$ 2,472.00	\$ 2,472.00	\$ 2,472.00	\$ 2,472.00	\$ 1,716.67				\$ 12,222.67
Kent Dorstie - auto	\$ 60.00	\$ 266.64	\$ 240.00	\$ 240.00	\$ 240.00	\$ 166.66				\$ 1,213.30
BOPW - utilities	\$ 145.46	\$ 1,052.69	\$ 1,077.80	\$ 1,070.46	\$ 1,209.20	\$ 1,195.18	\$ 1,096.45	\$ 1,885.97	\$ 1,974.50	\$ 10,707.71
BOPW - supplies	\$ 17.53				\$ 94.38	\$ 230.91	\$ 479.04	\$ 316.66	\$ 51.56	\$ 1,190.08
OPPD - utilities	\$ 34.66	\$ 170.24	\$ 210.03	\$ 23.66						\$ 438.59
Conway Fuel	\$ 802.35	\$ 2,232.23	\$ 3,197.87	\$ 3,605.41	\$ 3,517.98	\$ 1,998.38	\$ 2,154.72	\$ 1,992.17	\$ 2,299.60	\$ 21,800.71
NE Aeronautics - lease	\$ 375.00									\$ 375.00
Tri-State Contractors	\$ 5,075.00									\$ 5,075.00
Post Office	\$ 37.00				\$ 37.00	\$ 1.52		\$ 42.03		\$ 117.55
New Checks/Free	\$ 10.50				\$ 10.50					\$ 33.42
Auburn Abstract	\$ 350.00							\$ 750.00	\$ 30.00	\$ 1,130.00
Bert Fuller	\$ 150.60	\$ 34.65					\$ 280.00		\$ 250.69	\$ 1,058.11
Blue Globes	\$ 84.54					\$ 818.50				\$ 903.04
Peggy Kuser, CPA	\$ 60.00	\$ 406.74	\$ 460.00	\$ 480.00	\$ 520.00	\$ 457.82	\$ 555.26	\$ 580.00	\$ 690.00	\$ 4,209.82
Alltel/Windstream	\$ 88.10	\$ 383.30	\$ 325.77	\$ 348.30	\$ 345.44	\$ 290.75	\$ 422.15	\$ 506.91	\$ 542.73	\$ 3,253.45
Lynch Hardware		\$ 15.32	\$ 10.57		\$ 7.65			\$ 18.00		\$ 51.54
Meals & Entertainment		\$ 48.49								\$ 48.49
Dept of Ag		\$ 8.54							\$ 10.36	\$ 18.90
Dept of Aeronautics		\$ 1,500.00	\$ 17,700.00	\$ 125.00						\$ 19,325.00
Deitner Farm Service		\$ 968.75	\$ 902.84	\$ 901.20				\$ 81.25		\$ 2,854.04
Casey Agency		\$ 2,950.00	\$ 3,144.00	\$ 3,144.00	\$ 3,144.00	\$ 3,509.00	\$ 3,144.00	\$ 3,144.00	\$ 3,269.00	\$ 25,448.00
Nemaha Co T - RE Tax		\$ 1,138.16	\$ 1,198.32						\$ 112.50	\$ 2,448.98
Midwest Pump		\$ 63.11								\$ 93.73
Mrs. Everett Moody - land lease			\$ 600.00							\$ 600.00
Goering Construction			\$ 240.00							\$ 240.00
Sack Lumber			\$ 123.39					\$ 6.00		\$ 179.39
Auburn Fire Dept.			\$ 46.86							\$ 46.86
Orschlens			\$ 260.95			\$ 49.77		\$ 78.88		\$ 389.60
Transfer to CD			\$ 100,000.00							\$ 100,000.00
Div Wts & Meas.				\$ 9.22	\$ 9.77	\$ 10.36				\$ 39.71
Behrends Const.				\$ 319.75						\$ 319.75
HWS Consulting				\$ 1,800.00						\$ 1,800.00
Nemaha Valley Eng					\$ 3,802.66					\$ 3,802.66
Ralph Connel - refund					\$ 105.00					\$ 105.00
Kendall Neumann - Contract Labor						\$ 566.67	\$ 4,100.00	\$ 4,080.00	\$ 4,080.00	\$ 12,826.67
Kendall Neumann - gas						\$ 61.95	\$ 92.64	\$ 140.00	\$ 171.63	\$ 466.22
Kendall Neumann - reimb.						\$ 62.00	\$ 61.39	\$ 750.68	\$ 447.24	\$ 1,321.31

Auburn Airport Authority
Summary Report of Expenses for Period July 2003 through September 2011 **
Auburn State Bank - Checking Acct. 438949

Prepared by Dottie Holliday - January 17, 2012

	FY 2003 Expenses	FY 2004 Expenses	FY 2005 Expenses	FY 2006 Expenses	FY 2007 Expenses	FY 2008 Expenses	FY 2009 Expenses	FY 2010 Expenses	FY 2011 Expenses	Totals
Expense/Transfer										
Ariens - mower						\$ 4,904.90				\$ 4,904.90
Olsson & Assoc.						\$ 1,922.90				\$ 1,922.90
Appraisal One							\$ 77,328.12	\$ 151,199.44	\$ 3,603.98	\$ 234,054.44
Central Reg. Airport Conf.							\$ 9,450.00			\$ 9,450.00
Stutheit Imp. -equipment							\$ 572.34			\$ 572.34
ESU Office Supplies							\$ 372.56	\$ 280.49		\$ 653.05
Neb. Furniture Mart							\$ 47.00			\$ 47.00
Schneider OK Tire								\$ 905.78		\$ 905.78
Wilson Electric								\$ 30.90	\$ 20.45	\$ 51.35
Auburn Newspaper								\$ 116.56	\$ 57.62	\$ 174.18
Midwest Right of Way Inc								\$ 47.25		\$ 47.25
AHRS								\$ 1,705.00	\$ 24,230.00	\$ 25,935.00
Jay Hauserman - Sams Reimb.								\$ 392,089.68	\$ 6,017.50	\$ 398,107.18
Nemaha Co. Rural Water								\$ 41.51		\$ 41.51
Nemaha Co. Clerk - filing fee								\$ 240.00		\$ 240.00
Basement Purchase									\$ 709.53	\$ 709.53
Hamilton Assoc									\$ 71.50	\$ 71.50
River Valley Memorials									\$ 9,327.00	\$ 9,327.00
City of Auburn - reimb ins									\$ 5,115.00	\$ 5,115.00
Rich & Ann Alden-tracts 9 & 10									\$ 232.10	\$ 232.10
A & M Gibbs - tracts 13A & 14A									\$ 557.00	\$ 557.00
Agnes Coulter - tract 11									\$ 7,681.94	\$ 7,681.94
John Coulter - tract 11									\$ 20,160.00	\$ 20,160.00
L D King - tract 11									\$ 3,090.00	\$ 3,090.00
P D Jarvis - tract 11									\$ 1,030.00	\$ 1,030.00
R S King - tract 11									\$ 515.00	\$ 515.00
CAMS Farm Inc.									\$ 515.00	\$ 515.00
Totals	\$ 7,908.74	\$ 13,710.86	\$ 132,247.40	\$ 14,581.64	\$ 15,517.85	\$ 18,381.73	\$ 100,155.67	\$ 560,975.03	\$ 136,903.43	\$ 1,000,382.35

** Jay Hauserman, Chair of the Auburn Airport Authority, authorized Peggy Kuser, CPA for the Auburn Airport Authority, to provide Dottie Holliday this information.

Note: No Income or Expenses for August and September 2008 are shown on the CPA's Checking Account Report. That might explain why the CPA's FY 2011 ending balance differs from Holliday's ending balance by \$76.12.

Auburn Airport Authority - Auburn, Nebraska

Summary Report of Income and Expenses for Fuel for Period July 2003 through September 2011 **

Prepared by Dottie Holliday - January 17, 2012

Source	FY 2003	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	Totals
Fuel Income	\$ 991.40	\$ 2,060.11	\$ 3,519.05	\$ 4,046.04	\$ 2,755.76	\$ 2,716.78	\$ 2,433.28	\$ 528.44	\$ 3,839.79	\$ 22,890.65
Expense Conway Fuel Div Wts & Meas.	\$ 802.35	\$ 2,232.23	\$ 3,197.87	\$ 3,605.41 9.22	\$ 3,517.98 9.77	\$ 1,998.38 10.36	\$ 2,134.72	\$ 1,992.17 10.36	\$ 2,299.60	\$ 21,800.71 39.71
Total Fuel Exp.	\$ 802.35	\$ 2,232.23	\$ 3,197.87	\$ 3,614.63	\$ 3,527.75	\$ 2,008.74	\$ 2,154.72	\$ 2,002.53	\$ 2,299.60	\$ 21,840.42
Net Income from Fuel	\$ 189.05	\$ (172.12)	\$ 321.18	\$ 431.41	\$ (771.99)	\$ 708.04	\$ 278.56	\$ (1,474.09)	\$ 1,540.19	\$ 1,050.23

** Jay Hauserman, Chair of the Auburn Airport Authority, authorized Peggy Kuser, CPA for the Auburn Airport Authority, to provide Dottie Holliday this information.

**Dorothy (Dottie) Holliday
1710 Q Street
Auburn, Nebraska 68305**

February 9, 2012

Nebraska Attorney General
2115 State Capitol
Lincoln, NE 68509

Attn: Liz

Re: Auburn (Nebraska) Airport Authority

Dear Liz:

As we discussed on January 27, 2012, here are my concerns about the operation of the Auburn Airport Authority, hereinafter referred to as "Authority". Also, included is documentation to substantiate these concerns. (I have arranged these in chronological order to aid the reader in understanding the apparent irregularities in the history of the Authority.)

My investigation of the Authority is a result of the lack of information pertaining to the Authority in the City/County official newspaper, the *Nemaha County Herald*. (The newspaper is owned by the Authority's Secretary, Kendall Neiman. Neiman is also hired by the Authority to be its General Manager.)

When I started asking questions in December 2011, I never suspected the following results. Now I believe I have a duty to bring them to your attention. All of the irregularities stated here can be verified by the attached documents. These documents were obtained from

J. C. Hauserman – Chair of the Authority
Kendall Neiman – Secretary of the Authority
Peggy Kuser – CPA for the Authority
Sherry Heskett – City Clerk for the City of Auburn.

To aid in analyzing the attached materials, I have created spreadsheets summarizing these documents. (Please see the actual documents for verification of my overviews.)

History: The Auburn Airport Authority was formed in May of 2003. It consists of five members, J. C. Hauserman, Steve W. Schulte, Kendall Neiman, Todd Moeller, and Michael Zaruba. These board members were originally appointed by the City of Auburn. The attached Resolution of the City of Auburn, dated May 19, 2003, indicates the initial terms for the Authority's board members.

Here are some of the irregularities as determined by the Auburn City Resolution creating the Authority:

**Resolution of the City of Auburn, Nebraska, Creating an Airport Authority
Dated May 19, 2003**

On this date the Auburn City Mayor appointed "Todd Moeller who shall serve until his successor, **elected at the first general city election following such appointment** shall qualify and take office. Steve W. Schulte and Michael Zaruba who shall serve until their successors elected at the **second general city election following such appointment** shall qualify and take office. J. C. Hauserman and Kendall Neiman who shall serve until their successors elected at the **third General (sic) city election** following such appointment."

According to the Nemaha County Nebraska Election Commissioner, Joyce Oakley, **no** Authority Board positions were on the **2004 or on the 2006** ballots. (Please contact her to verify this.)

What legal ramifications, if any, need to be addressed by these omissions?

When I learned the above information, it made me reflect back to a conversation I had with Secretary Neiman. On January 9, 2012, I asked him whose terms on the Authority's Board would be on the ballot this fall. He said that he knew but he would not tell me; I would have to wait and "read it in my newspaper." (Interestingly enough, the next issue of the *Nemaha County Herald*, a weekly paper, listed several elected officials offices that would be on the ballot. BUT the Authority's three positions were not listed.) The next week's edition reported that Steve Schulte, Michael Zaruba, and Rory Mason had filed for the three positions on the Authority. Most people in the community did not realize these three seats would be on the ballot. We are reliant on the local newspaper for public information.

Here are some of the irregularities as determined by the Authority's By-Laws:

Authority's By-Laws:

By-Law – Article II Section 1. States that the "Treasurer of the City of Auburn, NE, is ex officio treasurer." At the inception of the Authority, Mike Gerdes was City Treasurer. Since 2003 the City has had two other treasurers – Glen Krueger and now Joseph Casey. The Authority has not addressed this matter. Chair J. C. Hauserman and Secretary Kendall Neiman both told me that Mike Gerdes is the Authority's treasurer. According the Authority's attached Minutes, Mike Gerdes has never attended a meeting of the Authority.

The By-Laws state that "officers shall be elected at the first meeting of the board after May 12 of each year." The attached Authority's Minutes indicate that the Board has never done this.

By-Law – Article I Section 3. "Secretary shall issue notices of all meetings of the Board, attend and keep the minutes, have charge of all corporate books records and papers, ..."

Secretary Neiman does not place Public Notices about Authority Board meetings in the *Nemaha County Herald*, the official newspaper for the City and County. (Please note that the Authority's CPA's accounting reports indicate that the only time the Authority paid the *Nemaha County Herald* was in fiscal year 2010.)

Neiman told me that he advertises the meetings by placing a notice at the Auburn City Hall and the Nemaha County Courthouse. The example he used is "if the meeting is on a Tuesday, I post the notices on the preceding Thursday." The documents I obtained from him do not indicate how notices of meetings are made.

The Authority's meeting dates are held erratically. Please see the chart shown below. How are citizens to know when they should go to the City Hall or to the Nemaha County Courthouse to read the bulletin boards and learn if the Authority is meeting?

By-Law – Article I Section 5. "Regular meetings of the Board shall be held on the first Tuesday of each January, April, July and October of each year at 7:30 P.M. at a place to be announced."

Only three meetings have been held on the first Tuesday of the month. None of them were held at 7:30 P.M. Here is a table showing the days of the week that Authority meetings have been held and times for those meetings.

<u>Day of Month</u>	<u>No. of Meetings</u>	<u>7:30 P.M. Start Time</u>
1 st Tuesday	3	0
2 nd Tuesday	9	1
3 rd Tuesday	11	0
4 th Tuesday	6	0
2 nd Wednesday	2	0
4 th Thursday	2	0
5 th Thursday	1	1

There is no mention of changing meeting times in the Authority's Minutes.

By-Laws Article I Section 6. ... "Notice of all meetings shall be in accordance with the public meeting law of the State of Nebraska."

Concern: Meeting Notices are not easily available to the general public. The times for the meetings are inconsistent.

The Minutes of November 17, 2009, state all Board members were present and that the members agreed to meet after the meeting to tour the new terminal facilities.

At 25 of the 33 Authority's Board meetings the Open Meetings Act was not announced. Even at the Public Hearing on February 9, 2011, the Act was not cited. (See attached Minutes.)

Other Concerns

Hearing or General Meeting: The Authority advertised in the *Nemaha County Herald* on January 27, 2011, that it would hold a "Special Hearing Regarding an Airport Improvement

Project” on February 9, 2011, at 5:00 P.M. (See Minutes included.) Be aware that the Board did not take any the Minutes and the Nebraska Open Meetings Act was not referenced at the meeting. (The Chair and Secretary later advised me that the Board did not have to attend the meeting because it had contracted out the hearing to Midwest Right of Way Inc.) Is this a hearing as defined by law? Only after I requested in writing the Minutes of the February 9, 2011, “hearing” were they written. (See also my attached letter requesting the Minutes.)

Door Locked to Farington Field Terminal Building on Night of Hearing: When I arrived at the meeting on February 9, 2011, the door to the Farington Field terminal building was locked. There were cars parked in the parking lot, but I could not get into the building even though I knocked on the door. I returned to my car and waited several minutes. When others arrived, I was allowed into the building. At the time I thought this very strange.

By chance -- I was in the Courthouse and happened to see the “Notice of Meeting” posted at the top of the bulletin board there -- I learned that the Authority was meeting on January 10, 2012 at 7:00 P.M. at the Farington Field terminal building.

In a phone discussion with Chair Hauserman, I mentioned that I would be attending the meeting on January 10, 2012.

He advised me that to get into the terminal building I needed the numeric code for the lock. I explained that I did not want to know the code. If something happened at the facility, I did not want to be a person with knowledge on how to access to the building. He insisted I write down the numeric code. He advised me that the building would be locked and without the numeric code I may not be able to enter the meeting room as sometimes they “do not hear a knock at the door.”

My experience attending the meeting the year before on February 9, 2011, was now explained. That is why I could not enter the Authority’s meeting; I did not know the numeric code for the lock, so I could not unlock the door and enter the meeting room.

Financial Reporting and Failure to Disclose at Meetings Income and Expenses in Detail: Also, enclosed are a “Summary Report of Income for Period July 2003 through September 2011” and “Summary Report of Expenses for Period July 2003 through September 2011” for the Authority. This was compiled using reports the Chair authorized the Board’s CPA, Peggy Kuser, to provide me. (Her reports and my spreadsheets summarizing her reports are included herein.) Please note that the Authority over-saw the building of a 980 square-foot terminal building and paving a parking lot costing at least \$398,000.00, yet the Minutes reference very few specific expenses.

During this time period the Authority received about \$68,000.00 from the City of Auburn and from the State of Nebraska about \$639,000.00. The Authority also receives income from renting the hangars at Farington Field. There are very few details in the Minutes of the Authority relating to receipts or expenditures.

Conflict of Interest: At the Public Hearing on February 9, 2011, Chris Pawloski with Midwest Right of Way Services, reported that one reason the Authority needed to pave the runways at Farington Field was to lower the insurance rates for the planes based at the field. At the Authority meeting held February 2, 2012, Diane Hofer, with Olsson & Associates, stated that if the runways are not paved the owners of the planes may not be able to purchase insurance. Are the Board Members representing their constituents or their own interests?

According to Vice-Chair Steve Schulte the hangar rent is \$35.00 per month. (It is my understanding that Neiman, Schulte, and Moeller rent hangars at the Farington Field.) I asked Schulte if the Authority Board had ever done a hangar rent study to ascertain if the rent it charges is comparable with other area airports. He said they had not done one. I further discussed with him if a conflict of interest might be involved since they set the rental rates each pays for a hangar and several Board members rent the hangars. He had no definitive answer.

Another concern is a conflict of interest with Secretary Kendall Neiman. The Authority hired him in fiscal year 2008 to be the Airport Manager. His contract labor income is \$340.00 per month. It does not appear that the job opening was posted to give others an opportunity to apply.

Responsibility to Manage the Airport for the Greatest Good of the Authority's Constituents: Earlier in this report I mentioned that I attended an Authority's meeting on January 10, 2012. At this meeting Secretary Neiman reported that the five-year land lease the Authority had with its tenant farmer was due for renewal. He stated that the present tenant offered \$225.00 per acre. Neiman added that he had another offer of \$250.00 per acre and another offer higher than either of these two. (As far I can discern, no advertising for the rental of this farm ground took place.) The Board voted to renew the lease with the present tenant, even though it could receive more income if it selected a different tenant. (I do not have the Minutes from Secretary Neiman for this meeting.) Is the Authority looking out for the best interests of its constituents in accepting a lower rental amount?

Please note that the Authority's Minutes rarely include a financial report. At the November 17, 2009, the Authority's Minutes state, "After a review of the past fiscal year, bills and expenditures for 2009 were approved." (In fiscal year 2009, the Authority spent over \$100,000.00.) Why isn't there more detailed information in the Minutes concerning the financial aspects of the Authority?

Disregard for Request for Hearing: In the December 15, 2011, Public Notices of the *Nemaha County Herald*, the Authority advertised "Legal Notice of Opportunity for Public Hearing." As instructed in the notice, I wrote the Authority and requested such a hearing. The Authority and each Board member received a copy of the letter. (See my attached letter.) I specifically wrote,

"This hearing should include, but not be limited to, the consideration of the economic, social, and environmental effects and the cost of this project and related developments to the Farington Field, Auburn, Nebraska."

Chair Hauserman called and told me that the Authority would hold the meeting I requested on February 2, 2012, at the Auburn City Hall. He further stated that only

environmental aspects of the project would be open for discussion. I stated to him that I believed all of my criteria for the meeting should be on the agenda. He refused to discuss this. He said Diane Hofer would be the presenter. When I asked him what company she represented he refused to tell me. When I asked for the time of the meeting, he refused to tell me and said I would have to wait to read it in the newspaper.

Later the Authority did place a "Public Notice" in the January 19 and 26, 2012, editions of the *Nemaha County Herald*. (See attached.) Instead of a "Public Hearing" the Authority publicized a "public meeting" to be held on February 2, 2012 at 7:00 P.M. at Auburn City Hall. At this time, the Minutes from this meeting are not available. Diane Hofer is writing them. (I now know that she is employed by Olsson & Associates, and that the Authority has paid Olsson & Associates over \$234,000.00 since 2007.)

Closing Comments

If a person looks through the enclosed materials, no doubt he/she might find other areas of concern.

Never did I suspect when I attended the Authority's "Special Hearing Regarding an Airport Improvement Project" on February 9, 2011, that a year later that I would be writing this letter.

Please advise me in writing as to your findings after your investigation.

Sincerely,

Dorothy (Dottie) Holliday

Encs:

- Notice of the Organization Meeting of Auburn Airport Authority
- Resolution of the City of Auburn, NE Creating an Airport Authority – May 19, 2003 – Includes terms of appointment for each Board Member
- By-Laws;
- Spreadsheet Overview of Documents Obtained from Authority's Secretary Kendall Neiman; Individual Minutes as shown on Spreadsheet Overview;
- Misc. information from Neiman - Planning Consultant Contract Checklist and Disadvantaged Business Enterprise Program;
- Financial Reporting – Summary of Peggy Kuser, CPA Reports and Kuser's actual reports
- Information Regarding "Public Notice" in the *Nemaha County Herald*
- News Article from the *Nemaha County Herald* that omits information about the Auburn Airport Authority's Board positions for the 2012 general election. (Note: Secretary Neiman owns the newspaper)

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
dtaladay@sendd.org

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

AGENDA ITEM
NO

To: **Clerks of SENDD Member Municipalities**
From: David R. Taladay, Executive Director
Re: **Request for Consideration of FY 2013 Membership Dues**
Date: July 6, 2012

16 & 17

Please consider this our request for continued participation and membership dues in the Southeast Nebraska Development District (SEND D). We are in preparation of an Annual Report that will be somewhat different than in past years. This Report is anticipated to be ready by the end of July.

Enclosed are the following documents to assist you in placing our "Request for Dues" on an agenda for your Village Board or City Council:

1. Statement for Membership Dues
2. Statement for Voluntary Housing Dues
3. Copy of cover letter and membership documents sent directly to your Chair or Mayor

Also enclosed are other copies of the materials for distribution to each member of your elected Board or Council. We would appreciate your assistance in distributing this information prior to a next meeting.

The SEND D Board recently approved keeping the dues assessment structure the same for the fourth straight year. However, dues are based upon the 2010 Census information, so some counties and communities have seen slight decreases or increases in the actual dues requested. The assessment structure has remained the same. **Thank you for consideration of our dues as identified in the comparison spreadsheet enclosed.**

Thank you for your assistance. If you have any questions concerning the dues requested, membership services or programs and projects, please feel free to contact me at our Lincoln office.

Phone: 402.475.2560
e-mail: dtaladay@sendd.org



Southeast Nebraska Development District

www.sendd.org

MAIN OFFICE
2631 "O" Street, Lincoln, NE 68510
Office: 402-475-2560
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HUMBOLDT OFFICE
PO Box 308, Humboldt, NE 68376
Office: 402-862-2201
senddhumboldt@windstream.net

ORGANIZATIONAL SUMMARY

The **SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT (SEND D)** is a multi-county economic development organization authorized by the U.S. Department of Commerce-Economic Development Administration (EDA). This voluntary association of counties and municipalities was formed under the Interlocal Cooperation Act to identify common problems, their solutions and to provide continuing support for efficient and effective government among its members and encourages cooperation between local government officials, community based organizations and the private sector. A Board of Directors represented by elected officials, businesses, economic development organizations and regional stakeholders makes policy decisions and sets direction for the organization.

Originally created as the Vision-17 Areawide Planning Agency in 1974, merging with the Southeast Nebraska Council of Governments (SENCOG) in 1982 and expanding into 7-new counties in 2005, SEND D membership currently includes the following 15 counties, and many of the 139 municipalities of **Cass, Fillmore, Gage, Jefferson, Johnson, Nemaha, Otoe, Pawnee, Polk, Richardson, Saline, Saunders, Seward, Thayer, and York Counties.**

In order to fulfill its mission, SEND D staff has provided the following services, usually in response to members concerns:

- **General Governmental Contact and Liaison:** Federal and State Agencies
- **Grant Writing:** Governmental grant and loan programs, including: USDA-RD, CDBG, WR&RIG, DOR, NEO, LWCF, NLC, EDA, etc. as well as private foundations including: Peter Kiewit, U.S. West, RWJ and Coryell. The value of funded projects exceeds \$422.5 million.
- **Business & Industry Financing:** SEND D has financial resources in two revolving loan funds (IRP-RLF and RBEG-RLF) which are utilized to make direct loans to new and expanding small business concerns within member political subdivisions. In addition, SEND D currently manages a total of 12 single and multi-community locally capitalized revolving loan funds under special services contracts with those political subdivisions. Project development totals exceed \$287.1 million with job generation with approximately 3,821 jobs created or retained. Staff also has knowledge of SBA 504 Loans, SBA 7-A Loan Guarantees and Economic Development CDBG packaging, etc.
- **Grant Administration:** SEND D has assisted in the development of over 904 successful grant and loan applications since 1980, and when needed has aided with their administration.
- **Housing Rehabilitation Program Management:** Successful completion of Residential and Rental Rehabilitation programs with over 1,815 separate units with a total value of over \$77.3 million.
- **Special Studies/Plans:** Housing Needs Assessment/Marketing Studies, Community Assessment Studies/Surveys, Household Income Surveys, Workforce Availability Studies, etc.
- **Financial Packaging:** Business loan projects for expansion of existing and development of new businesses for assistance through CDBG, USDA-RD and SBA resources. In providing these services, SEND D has assisted communities and counties in successfully completing an array of infrastructure projects; water distribution systems including storage and supply, storm sewer systems, sanitary sewer collection and treatment systems, street paving, flood and erosion control, solid waste management systems, recycling programs, community and/or senior centers, park and recreation development, rehabilitation of homes and other affordable housing projects, etc. Business financing and packaging projects have also assisted in creating and/or retaining over 3,800 jobs within SEND D member communities and counties.

**SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT
FY 2013 MEMBERSHIP DUES REQUESTS/FY 2012 RECEIPTS**

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	2010	2013	0-800	800-4,999	5,000 UP	2013	2012
	POP.	MEM. DUES	MAX \$425	MAX \$2,125	MAX	DUES	DUES
		@ \$0.85	MIN \$275	MIN \$1,575	\$4,500	REQUEST	RECEIVED
NEMAHA CO.	2,143					7,474	7,566
1 Auburn	3,460	2,941		2,125		2,125	2,125
2 Brock	112	95	275			275	275
3 Brownville	132	112	275			275	275
4 Johnson	328	279	279			279	275
5 Julian	59	50	275			275	
6 Nemaha	149	127	275			275	275
7 Peru	865	735		1,575		1,575	1,575
MUNI TOTAL	5,105	4,339	1,379	3,700	0	5,079	4,800
CO. TOTAL	2,143					7,474	7,566
TOTAL	7,248					12,553	12,366

NOTE: Membership dues are considered delinquent after October 31, 2012



Southeast Nebraska Development District

www.sendd.org

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

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

senddhumboldt@windstream.net

MEMBERSHIP AND SERVICES

IN THE

SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT

EXPLANATION OF SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT'S GENERAL and FULL MEMBERSHIP DUES PROGRAM

GENERAL MEMBERSHIP SERVICES

General Municipal Membership includes any municipality which is not a dues paying member itself but is located within a County which is paying membership dues.

Services available to a General Member will include, but not necessarily limited to, the following:

- ✓ Receiving the District's newsletter
- ✓ Receiving special notices regarding the availability of programs of interest to political subdivisions
- ✓ Limited staff visits to discuss requirements of participation in specific programs

FULL MEMBERSHIP SERVICES

Full Municipal Membership includes any municipality located within a dues paying County which is also paying the membership dues assessment established by the SENDD Board of Directors. Examples of services available to a Full Member include, but are not necessarily limited to, the following:

- ✓ Receiving the District's newsletter
- ✓ Receive special notices regarding the availability of programs of interest to political subdivisions
- ✓ Unlimited visits to discuss requirements of participation in specific programs
- ✓ Assistance, normally at no cost, with the preparation of grant and loan applications
- ✓ Special studies associated with grant and loan applications
- ✓ Census data and special reports normally maintained by SENDD
- ✓ Labor/Workforce data normally maintained by SENDD
- ✓ Staff consultation on specific employment generating projects

MEMBERSHIP SURCHARGES

To be entitled to Full Membership services, dues assessments need to be paid by October 31 of each Fiscal Year or be assessed a surcharge for services requested of, and provided by, SENDD.

To be entitled to Full Membership services with no surcharge, a Municipality needs to have been a dues paying member for the three years prior to the year in which the services are requested and must have paid its current year's assessment prior to October 31 in the year in which the services were requested.

Providing there has been an interruption in Full Membership status, the following special assessment schedule will apply:

1. If membership dues were not paid during any of the three prior years, services would be provided only if the requesting municipality agrees to pay the current year's membership dues plus a special surcharge equaling 75 percent of **ACTUAL** costs incurred in the provision of the requested service(s).
2. If membership dues were paid in one of the prior three years, services will be provided only if the requesting municipality agrees to pay the current year's membership dues plus a

surcharge equaling 50 percent of ACTUAL costs incurred in the provision of the requested service(s).

3. If membership dues were paid two of the prior three years, services will be provided only if the requesting municipality agrees to pay the current year's membership dues plus a special surcharge equaling 25 percent of ACTUAL costs incurred in the provision of the requested service(s).

EXAMPLES OF SENDD SERVICES AND PROGRAMS

As SENDD staff includes persons with varied professional backgrounds, experience and education, the organization is capable of providing assistance in a number of areas. Examples of areas of experience would include, but not necessarily be limited to, the following:

GRANT/LOAN APPLICATION DEVELOPMENT AND ADMINISTRATION

- United States Department of Agriculture, Rural Development; multi-family new housing construction
- Nebraska Department of Economic Development; owner-occupied housing rehabilitation, public facilities, industrial development, job training, tourism, new housing construction, first-time homeowner down payment assistance, purchase/rehab/resale housing program
- Nebraska Department of Environmental Quality; recycling/waste disposal grant programs
- Nebraska Department of Roads; applications under the Transportation Enhancement Program, etc.
- Economic Development Administration; public works grants associated with job generation
- Nebraska Game and Parks Commission -- parks and recreation grants

***NOTE:** Since 1980, SENDD has written 870 successful grant and loan applications for 102 different entities for the purpose of accomplishing over \$416.1 million in projects. Total grant/loan awards received for those projects equaled nearly \$104.4 million. These successful applications have leveraged approximately \$311.2 million in funding from other sources.*

FOUNDATION PROPOSALS

The organization maintains information on foundations which includes typical grant sizes, frequency of proposal cycles and areas of funding preference. Staff has assisted member municipalities in the development of successful funding proposals for various public facilities including parks, recreation, hiking/biking/jogging trails, community and senior citizen centers.

EXPANSION OF EMPLOYMENT OPPORTUNITIES

Examples of some of the sources of employment enhancing programs utilized in accomplishing projects would include, but not be limited to, the following:

CDBG-ED AND TDI--SEND D has assisted 22 political subdivisions package 50 different successful grant applications for projects under the Community Development Block Grant program, Economic Development and Tourism Development Initiative categories. As a result, approximately \$13.6 million in grant funds were awarded which leveraged over \$208.3 million in financing from other sources for total project costs of over \$221.9 million. Of the total CDBG awards, approximately \$4.1 million was for infrastructure projects to support business

development. In a majority of the awards and subsequent to their receipt, the grantee political subdivisions entered into loan agreements with small business concerns which claimed creation or retention of 1,321 employment positions.

Local RLFs--In many instances where grant awards have been received from the Nebraska Community Development Block Grant program, Economic Development category, for small business projects, grantee political subdivisions are allowed to recapture all, or a portion of, principal and interest payments made by the small business concerns who are the ultimate loan recipients. The principal and interest payments are then used by the grantees to establish Revolving Loan Funds to finance future business development efforts. Nine member political subdivisions having such program income have established individual or multi-political subdivision RLFs and have entered into special services contracts with SENDD for the purpose of administering their RLFs. A total of 51 small business concerns have been awarded over \$3.8 million in loans from these revolving loan funds. An additional \$17.4 million has been leveraged from other sources for these projects, resulting in total project development costs of over \$21.2 million, and contributing to the creation/retention of 317 employment positions.

SEND D DIRECT LENDING PROGRAMS--SEND D operates two direct lending programs from revolving loan funds which have been capitalized with program income and grants and loans from the USDA Rural Business Enterprise Grant Program and USDA Intermediary Relending Program. A total of 21 small business concerns located in 12 different political subdivisions have been financed from these two RLF's. Loans totaled over \$1.4 million and leveraged \$639,813 from other sources for total project costs nearly \$2.0 million. The lendings resulted in 69 claimed job retentions or newly created positions.

SBA Loan Programs--SEND D has participated in the packaging of 30 small business loans for entities located within 11 member jurisdictions. These loans totaled \$8.5 million. An additional \$17.0 million was injected by the small business concerns with the resultant creation/retention of 432 employment positions and total project investments exceeding \$25.5 million.

EDA Financing Programs--The District has been successful in accessing project funding to support its economic development efforts from the U.S. Department of Commerce, Economic Development Administration. The six funded projects, located in nine communities, received grants of over \$4.1 million matched with over \$3.3 million from other sources to accomplish nearly \$6.9 million in public works projects and resulting in the creation/retention of 1,305 employment positions.

SUMMARY: *Since 1980, SEND D has prepared 203 successful grant and loan applications for over \$34.0 million to assist small business concerns with expansion or location projects within 34 member political subdivisions. These small business development projects leveraged additional investments of nearly \$253.5 million, bringing total development costs to approximately \$287.5 million. These small business lending activities have contributed to the creation/retention of 3,711 employment positions.*

FINANCING FOR SINGLE AND MULTI-FAMILY HOUSING

SEND D has provided grant/loan application development and construction management services within 73 different political subdivisions on 322 separate housing rehabilitation, down payment assistance and/or new construction projects. This activity has resulted in the planned rehabilitation and/or construction of 1,724 single and multi-family, residential units and the actual accomplishment of 1,273. The total value of these projects is nearly \$71.3 million. Responsibilities of the organization included working with the grantee political subdivision or developer in developing their housing plan; preparation of the grant/loan application;

interviewing clients to determine eligibility for participation; construction write-ups; development of construction bid packets; selection of contractors; construction inspection; etc.

PUBLIC WORKS, PLANNING AND FEASIBILITY STUDIES GRANT/LOAN APPLICATIONS

Since 1980, SENDD has provided grant/loan application development assistance on a total of 395 successful public works projects resulting in grant/loan awards to 91 different entities. Grants and loans associated with the projects equaled nearly \$51.3 million with total investments exceeding \$140.9 million.

SPECIAL STUDIES AND PLANS

SENDD staff has experience in additional areas including the following:

- Housing Needs Plans
- Housing Conditions Studies
- Household Income Studies
- Community Needs Assessment Surveys
- Workforce Availability Studies
- Project Specific Environmental Reviews

SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT

2631 "O" STREET
LINCOLN, NE 68510-1398

City of Auburn
P.O. Box 352
Auburn, NE 68305

July 1, 2012

FY 2013 Membership Dues Statement
July 1, 2012 to June 30, 2013

\$2,125.00

NOTE: Membership dues are
delinquent after October 31, 2012

SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT

2631 "O" STREET
LINCOLN, NE 68510-1398

City of Auburn
P.O. Box 352
Auburn, NE 68305

July 1, 2012

FY 2013 Housing Dues Statement
July 1, 2012 to June 30, 2013

\$1,038.00

NOTE: Housing dues are
delinquent after October 31, 2012

AGENDA ITEM
NO 16 & 17

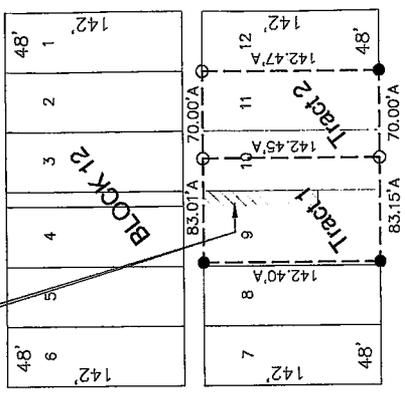
CATLETT LAND SURVEYING
Thomas B. Cattlett LS 502
Lincoln, Nebraska
Cell: 402.217.5816 Fax: 402.261.4732
tcattlett@catlettsurveying.com

Drawn By: TC
Checked By: TC
Filed By: TC/PC
Date: 6/14/2012
Job Number: 046
Scale: 1=100
Sheet 1 of 1

Simple Subdivision
Block 12
Sheridan Addition
Auburn, Nebraska

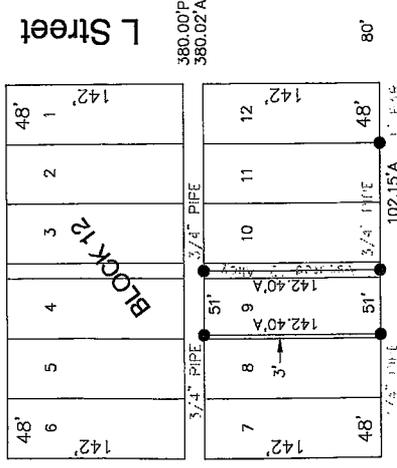
PROPOSED 12' UTILITY EASEMENT
THE NORTH 52 FEET OF THE VACATED ALLEY
SHERIDAN ADDITION TO THE CITY OF
AUBURN, NEBASKA COUNTY, NEBRASKA.

Proposed
Survey
Conditions



AUBURN SIMPLE SUBDIVISION REQUIREMENTS

SELLER/OWNER	PURCHASER/OWNER	DATE
<i>Tom & Judy</i>	<i>Tom & Judy</i>	<i>9/20/2012</i>
<i>John & Mary</i>	<i>John & Mary</i>	<i>7/12/2012</i>
<i>John & Mary</i>	<i>John & Mary</i>	<i>7/12/2012</i>
<i>John & Mary</i>	<i>John & Mary</i>	<i>7/12/2012</i>



LEGAL DESCRIPTIONS FOR ORIGINAL PROPERTIES
DEED RECORD 112 AT PAGE 153, NEMAHIA COUNTY RECORDS
LOTS 10 AND 11, BLOCK 12, IN S.E. NOW AUBURN, NEMAHIA
COUNTY, NEBRASKA, TOGETHER WITH ONE-HALF THE VACATED
ALLEY ADJACENT THERETO.

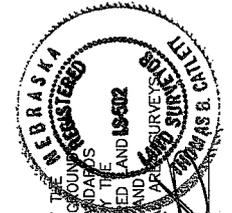
DEED RECORD 111, AT PAGE 564, NEMAHIA COUNTY RECORDS
COMMENCING AT A POINT 3 FEET EAST OF THE NORTHWEST CORNER
OF LOT 9, THENCE EAST 51 FEET; THENCE SOUTH 142 FEET; THENCE
WEST 51 FEET; THENCE NORTH 142 FEET TO THE POINT OF BEGINNING,
ALL IN LOT 8, BLOCK 12, SHERIDAN, NOW AUBURN, NEMAHIA COUNTY,
NEBRASKA, SUBJECT TO THE RESERVED RIGHT OF INGRESS AND EGRESS
FOR THE PURPOSE OF REPAIRING, REPLACING, REMOVING OR RELOCATING
SEWER LINES, OF ANY OTHER UTILITY OVER, ACROSS, UNDER OR ABOVE
THE REAL ESTATE HEREIN DESCRIBED, WHICH RIGHTS WERE RESERVED BY
WARRANTY DEED RECORDED IN BOOK 100 AT PAGE 1.

LEGAL DESCRIPTIONS FOR PROPOSED PROPERTIES

TRACT 1
BEGINNING AT A POINT 3 FEET EAST OF THE NORTHWEST CORNER OF LOT 9,
BLOCK 12, SHERIDAN, NOW AUBURN, NEMAHIA COUNTY, NEBRASKA; THENCE
EAST ALONG THE NORTH LINE OF LOTS 9 AND 10, OF SAID BLOCK 12, A
DISTANCE OF 83.01 FEET; THENCE SOUTH TO SOUTH LINE OF SAID BLOCK 12;
THENCE WEST ALONG THE SOUTH LINE OF SAID BLOCK 12, A DISTANCE OF
83.15 FEET TO A POINT THAT IS 3 FEET EAST OF THE SOUTHWEST CORNER OF
SAID LOT 9; THENCE NORTH TO THE POINT OF BEGINNING. SAID TRACT 1
CONTAINS 11,786 SQUARE FEET, SUBJECT TO EASEMENTS AND RESTRICTIONS
OF RECORD, SAID TRACT 1 INCLUDES ALL OF THE VACATED ALLEY BETWEEN
SAID LOTS 9 AND 10.

TRACT 2
BEGINNING AT THE SOUTHEAST CORNER OF LOT 11, BLOCK 12, SHERIDAN, NOW
AUBURN, NEMAHIA COUNTY, NEBRASKA; THENCE WEST ALONG THE SOUTH LINE
OF SAID BLOCK 12 A DISTANCE OF 70.00 FEET TO THE SOUTHEAST CORNER OF
ABOVE DESCRIBED TRACT 1; THENCE NORTH ALONG THE EAST LINE OF ABOVE
DESCRIBED TRACT 1 TO THE NORTHEAST CORNER OF ABOVE DESCRIBED TRACT 1;
THENCE EAST ALONG THE NORTH LINE OF LOTS 10 AND 11, OF SAID BLOCK 12,
A DISTANCE OF 70 FEET TO THE SOUTHWEST CORNER OF SAID LOT 11; THENCE
SOUTH ALONG THE EAST LINE OF SAID LOT 11 TO THE POINT OF BEGINNING. SAID
TRACT 2 CONTAINS 9940 SQUARE FEET, SUBJECT TO EASEMENTS AND RESTRICTIONS
OF RECORD.

- LEGEND
- O - SET SURVEY POINT AS INDICATED
 - 5/8" X 24" CAPPED REBAR (LS502)
 - - FOUND SURVEY POINT AS INDICATED
 - Δ - CALCULATED SURVEY POINT
 - CTP - CRIMPED TOP PIPE
 - OP - OPEN TOP PIPE
 - M - MEASURED DISTANCE
 - C - CALCULATED DISTANCE
 - P - PLAT DISTANCE
 - R - RECORDED DISTANCE
 - BOUNDARY LINE



THOMAS B. CATLETT

DATE: 7-11-12

LAND SURVEYORS CERTIFICATE

THIS IS TO CERTIFY THAT THIS SURVEY WAS DONE BY THE SURVEYOR
UNDERSTANDING THAT THE SURVEY WAS DONE ON THE COUNTY RECORDS
IN ACCORDANCE WITH THE MOST RECENT MINIMUM STANDARDS
FOR PROPERTY BOUNDARY SURVEYS, AS SET FORTH BY THE
NEBRASKA STATE BOARD OF EXAMINERS FOR REGISTERED LAND
SURVEYORS AND THAT THE ACCURACY SPECIFICATION AND
POSITION TOLERANCE ARE IN ACCORDANCE WITH RURAL SURVEYS.

CITY OF AUBURN, NEBRASKA
WAIVER OF REQUIREMENTS FOR SMALL SUBDIVISIONS

Comes Now, Jeff Jones, the Planning Commission Chairman for the City of Auburn, Nebraska and determines as follows,

That I received Ted & Joline Yager, (Subdivider's) Application for Waiver on 7/20/12 (Date), and determine that the same is complete and accurate, and properly executed.

[] That upon review of the Application and being fully informed in the same, the Planning Commission Chairman for the City of Auburn, Nebraska, hereby grants waiver from the procedural requirements of the City Code of Auburn, Nebraska, for subdivisions and recommends to the Auburn City Council approval of Sub-Divider's final plat.

[] That upon review of the Application and being fully informed in the same, the Planning Commission Chairman for the City of Auburn, Nebraska hereby denies waiver for the following reason(s):

Date: 7/20/12

Jeff Jones
Planning Commission Chairman

Jeff Jones
Printed Name

The Planning Commission met for its regular meeting on 7/24/12. Agenda items included reviewing the Keith Helms simple subdivision including south S Street platting in the abandoned CB&Q railroad right of way. Because quorum was not met, no action could be taken on the above item.

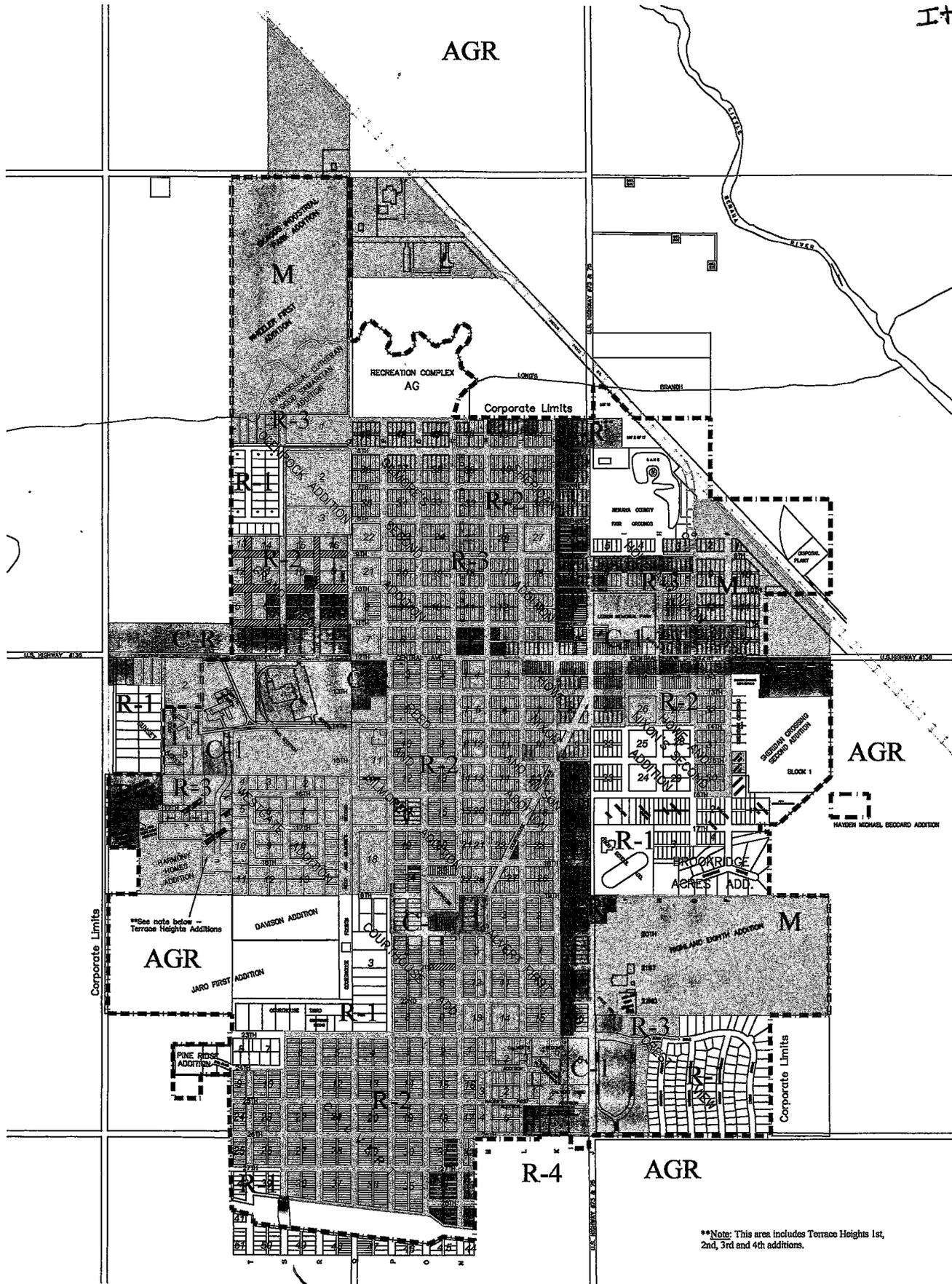
It is the recommendation of the Planning Commission chairman that south S Street be platted to the edge of city corporate limits in the abandoned CB&Q railroad right of way. The edge of corporate limits is 50 feet south of old CB&Q main line center. It was been verified that this property is not owned by any of the adjoining property owners.

Jeff Jones

Planning Commission Chairman

8/8/12

AGR

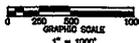


LEGEND

- AGR Agriculture Residential
- R-1 Low Density Residential
- R-3 Medium Density Residential
- R-4 High Density Residential
- Residential Transition
- C-1 General Commercial
- C-2 Commercial Residential
- M Industrial
- Vacated

proposed "5" st. platting

**CITY OF AUBURN
NEMAHA COUNTY, NEBRASKA
Official Zoning Map**



REVISED: C.R.O. OCT. 1991
 REVISED: R.P. APRIL 2002
 REVISED: R.P. OCTOBER 2011
 THIS MAP PREPARED USING INFORMATION FROM RECORD DRAWINGS SUPPLIED BY
 A.E.O. ARCHITECTS OFFICE APPLICABLE CITY, COUNTY, STATE, FEDERAL, OR FEDERAL OR
 PRIVATE ENTITIES. A.E.O. DOES NOT GUARANTEE THE ACCURACY OF THE MAP OR
 THE INFORMATION USED TO PREPARE THIS MAP. THIS IS NOT A SCALED PLAN.

Auburn Memorial Library

1810 Courthouse Ave, Auburn, NE 68305
402.274.4023
www.auburnmemoriallibrary.com

During the last Unicameral session, LB 470 was passed which changes sections 16-251 and 51-211 of the state statues regarding public libraries. It now states that any personnel administrative or compensation policy or procedure applying to a director or employee of a public library shall be approved by the mayor and city council.

The library has a few personnel policies that are not in the city's personnel policy book. I would ask that the Council approve the following policies so they can still be enforced.

Sincerely

Heather Koeneke,
Director

EMPLOYMENT

- Selection of staff members is based upon merit. Due consideration will be given to training, education, and attitudes for the position, regardless of race, sex, color, religion, ancestry, physical handicap, marital status, or age.
- Vacancies will be advertised in area newspapers and/or any other appropriate media. Vacancies will also be advertised in-house.
- Job applicants shall be required to fill out an application form. If selected, a personal interview with the Director will follow.
- The Director will be hired by the Board of Trustees; all other employees will be hired by the Director.
- All employees will be on a probationary period of six months during which time the employee's performance is subject to examination as to his/her competency to carry out the responsibilities and assignments of the position. An employee may be released at any time during the probationary period if his/her services are unsatisfactory or if he/she has proved to be unqualified for the position to which he/she was appointed. The six month probationary period is a pre-requisite for permanent employment.
- The Director will be evaluated by the Board at the end of three months. The Director will evaluate each new employee at the end of three months. All employees will be evaluated yearly after the initial evaluation.
- All employees will be directly responsible to the Library Director for their work requirements and conduct while on duty for the library.
- The Certification Program for Librarians: (R19) required every library to have a certified, paid staff member who is responsible for the administration of library services.
- In all instances, issues not covered specifically will be governed by city personnel policies; in-as-far-as city policy does not conflict with statues governing the library Board of Trustees.

PART-TIME EMPLOYEES

All part-time employees may be allowed to take leave without pay incases of family illness, emergency, or bereavement. The Director shall be given notice as far in advance as is possible. Lost time may be made up within one pay period with the consent of the Director and/or Board, but only if that person is needed to fill in for specific library duties.

Part-time employees may take vacation without pay. Requests for vacations must be submitted in advance to the Director and must be approved by him/her. Vacations are on a first come first serve basis and are based on the number of staff available to fill in and keep the library running smoothly.

JOB DESCRIPTIONS

Job descriptions and requirements may be reviewed and changed at any time at any regular scheduled meeting of the Library Board. A copy of all job descriptions is available in the policy manual and at City Hall.

DRESS CODE

No blue jeans are allowed. Shorts must be knee length. They should be dressy, tailored like a skort. No jean shorts will be allowed.

GRIEVANCE POLICY AND PROCEDURES

It is the intent of the Auburn Memorial Library that every employee shall have the opportunity to express concerns relating to the physical surroundings in which the employee works, procedures and conditions of the specific position, relationships with fellow workers or Director, and library rules as they apply to staff. A concern or grievance should follow the procedure below:

Any employee wishing to discuss a concern/grievance with the Director must present a written description of the concern/grievance to him/her. A meeting will then be scheduled to discuss the concern/grievance and, if possible, find a resolution. If the problem is not settled to the employee's satisfaction, the concern/grievance should be filed in writing to the Library Board President and the employee will be scheduled to discuss the concern/grievance at the next or special Library Board meeting. The employee may choose to bring another employee or individual of their choice from outside the library staff. The Library Board has the right to then go into closed session regarding the matter.

If the Director is part of the problem, the concern/grievance should be submitted in writing to the Library Board President. The same procedures will then be followed as stated above.

The Library Board President or representative will respond to the employee within five (5) days of the Board meeting at which the issue is discussed, either providing a determination, solution, or a strategy for how the Board will address the issue over time.

The decision of the Library Board shall be final.



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 24

August 7, 2012

Sherry Heskett
City of Auburn
Box 352
Auburn, NE 68305

RE: **Drawdown #7 Project Funds—Carla Mason – 1213 K Street - Project #23/28**
Sue Charbonnet – 1409 19th Street – Project #4

Dear Sherry,

Enclosed is Drawdown #7 Project Funds for the above referenced Downtown Revitalization Phase II Commercial Rehabilitation on the Projects #23/28 (Mason) and #4 (Charbonnet). This represents the seventh and eighth 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 August 13, 2012.

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 #7.) The Following CDBG Activity Code 0590 bills have not yet been paid:			
Project #23/28 – Carla Mason Reimbursement for foam roofing, replace windows & door for 1213 K Street property	\$20,132.80	\$14,237.50 Loan \$7,118.75 Grant \$7,118.75	\$5,895.30
Project #4 – Sue & Shane Charbonnet Reimbursement for Painting, Signs and Tuckpointing for 1409 19 th Street property	\$11,724.34	\$8,514.75 Grant	\$3,209.59
	\$31,857.14	\$22,752.25	\$9,104.89

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

\$14,237.50 (from Activity Code 0590) = **\$14,237.50 TOTAL to Carla Mason, Owner 1213 K Street Property** (\$7,118.75 Loan + \$7,118.75 Grant)

\$8,514.75 (from Activity Code 0590) = **\$8,514.75 TOTAL to Shane & Sue Charbonnet, Owner 1409 19th Street** (\$8,514.75 Grant)



**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 May 2012

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 7		DED Program Representative Kevin Andersen	

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

1. Project Grant Funds Received to Date	\$	172,859
2. Add: Program Income Received to Date (exclude RLF)	\$	
3. Subtotal	\$	172,859
4. Less: Federal Project Funds Disbursed To Date (Must Agree To Total Of Part II, Line 3)	\$	172,859
5. Total: Project Federal Funds On Hand (Must Agree To Part II, Line 6)	\$	

IMPORTANT

Round all figures down to nearest dollar... **NO CENTS**
Complete Part II for all approved activities even if funds
are not requested **DO NOT INCLUDE ACTIVITY**
0181 GENERAL ADMIN

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

Activity Code Description	0590				TOTAL
	Comm				
	Rehab				
1. Total Cash Requirements To Date for Project	\$	195,610	\$	\$	\$195,610
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)	\$	172,859	\$	\$	\$172,859
4. Total Current Cash Requirements	\$	22,751			\$22,751
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					\$22,751

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.

APPLICATION FOR PAYMENT NO. ONE

To: City of Auburn, Nebraska
 From: Pavers, Inc.
 Contract For: 2012 Street Improvements, Asphaltic Concrete Overlay
 ENGINEER's Project No. 100111.00
 For Work accomplished through the date of: 1-Aug-12

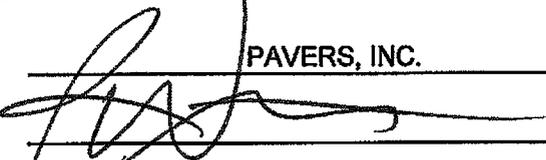
1. Original Contract Price:	\$ 232,986.15
2. Net change by Change Orders and Written Amendments (+ or -):	\$ 67,727.50
3. Current Contract Price (1 plus 2):	\$ 300,713.65
4. Total completed and stored to date:	\$298,753.65
5. Percent of Project Completed	<u>99%</u>
6. Retainage (per agreement):	
5% of completed Work and Stored Materials:	\$ 14,937.68
(10% of the first 50% of work completed & stored)	
Total Retainage:	\$ 14,937.68
7. Total completed and stored to date less retainage (4 minus 6):	\$ 283,815.97
8. Less previous Application for Payments:	\$ -
9. DUE THIS APPLICATION (7 MINUS 8):	\$ 283,815.97

Accompanying Documentation:

CONTRACTOR'S Certification:

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on 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: 8-2-12 _____ PAVERS, INC.

By:  _____

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated: 8/2/12 _____ JEO CONSULTING GROUP, INC.

By:  _____

APPLICATION APPROVED BY:

By: _____
 Title: _____

Date: _____

ATTEST:

By: _____

Title: _____

CONTRACTOR'S PROGRESS ESTIMATE

Owner: City of Auburn, Nebraska
1101 "J" Street
Auburn, Nebraska 68305

Date: 1-Aug-12

Project: 2012 Street Improvements
Asphaltic Concrete Overlay

Estimate No.: 1

Contractor: Pavers, Inc.
12303 Highway 6
Waverly, Nebraska 68462

JEO Project No.: 100111.00

ITEM NO.	CONTRACT QTY	UNIT	DESCRIPTION	QTY TO DATE	UNIT PRICE	TOTAL
BASE BID:						
1.	1	LS	Mobilization, Bonding & Insurance	1	\$5,750.00	\$5,750.00
2.	1	LS	Temporary Traffic Control	1	\$1,600.00	\$1,600.00
3.	2,280	TONS	Asphalt Concrete	2280	\$75.05	\$171,114.00
4.	17207	SY	Cold Milling	17207	\$1.70	\$29,251.90
5.	415	SY	Remove Concrete Pavement	415	\$8.00	\$3,320.00
6.	245	LF	Install Concrete Header	245	\$29.00	\$7,105.00
7.	411	LF	Remove Concrete Curb & Gutter	411	\$4.00	\$1,644.00
8.	391	LF	Build Concrete Curb & Gutter	391	\$28.75	\$11,241.25
9.	2	EA	Adjust Valve Box to Grade		\$250.00	\$0.00
10.	9	EA	Adjust Manhole to Grade		\$385.00	\$0.00
11.	1	EA	Adjust Curb Stop Box to Grade		\$275.00	\$0.00
TOTAL BASE BID						\$231,026.15
CHANGE ORDER No. ONE (Alleys):						
1.	145	LF	Edge Mill Along Street - Parking Lot by Park	145	\$4.00	\$580.00
2.	140	TONS	2" Asphalt Paving (Parking Lot)	140	\$76.00	\$10,640.00
3.	4,079	SY	Mill Existing Asphalt Pavement - Alleys	4079	\$2.50	\$10,197.50
4.	515	TONS	2" Asphalt Paving - Alleys	515	\$84.00	\$43,260.00
5.	100	SY	Mill Existing Asphalt Pavement - Small Alley off 13th	100	\$5.00	\$500.00
6.	30	TONS	4" Asphalt Paving	30	\$85.00	\$2,550.00
7.	0	EA	Adjust Valve Box to Grade		\$275.00	\$0.00
8.	0	EA	Adjust Manhole to Grade		\$385.00	\$0.00
TOTAL CHANGE ORDER NO. ONE						\$67,727.50
TOTAL BASE BID AND CHANGGE ORDER						\$298,753.65

Expense to the City for Condemned Houses

Sandra Kite: 721 11th Street

Lien: None

Taxes: 2011- \$131.91

TOTAL: \$131.91**Jeff Minner: 716 10th Street**

Lien : 11-2-09 Lis Pendens 58-119

Filed 10-30-2009: Docket fee-\$82.00, Sheriffs fee-\$9.00, Sheriffs fee-\$18.50 = **\$109.50(Paid)**

Taxes: 2006- \$202.22

Taxes: 2007-\$180.76

Taxes: 2008-\$182.32

Taxes: 2009-\$181.66

Taxes: 2010-\$137.94

Taxes: 2011-\$141.44

Taxes: 2012-NONE

Fees & Interest: \$442.94

TOTAL=\$1469.28**TOTAL COST FOR BOTH PROPERTIES=\$1601.19**

Street Department Expense for clean up of property on P Street

Clean up Foundation:

- Use of backhoe and operator – 5 hours x \$75.00 = \$375.00
- Use of dump truck and driver – 5 hours x \$75.00 = \$375.00

Fill in basement with dirt:

- Use of dump trucks and drivers- 8 hours x \$75.00 = \$600.00
- Skid loader and operator – 4 hours x \$75.00 = \$300.00

Total \$1,650 equipment and personal



City of Auburn

1101 J Street
Auburn, Nebraska 68305

August 13, 2012

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

**Street Department Activity Report
(July 2012)**

MAYOR

Scott Kudrna

COUNCIL MEMBERS

Katy Billings

Mitch Bishop

Shawn Clark

Frank Critser

Larry Holtzman

Mary Kruger

- Appliance and Furniture Recycle Lot – 5 times
- Brush Lot – 5 times
- Recycle trailer to American Recycling & Sanitation – 2 times
- Worked on equipment at city shop
- Garbage run at parks/lake/business area (weekly)
- Cleaned storm drains
- Put chemicals in lake (twice)
- Trimmed trees around town
- Fair week – set up stage, took care of garbage daily, helped with parade, etc.
- Rebuild alley approach
- Cleaned out alley driveway tubes
- 17th & Courthouse Avenue – street repair and storm drain

Harry Bridgmon
Street Commissioner





AUBURN POLICE DEPARTMENT

1805 N Street

Auburn, Nebraska 68305

Phone (402)274-4977 Fax (402)274-5066

Kris R. Baker
Chief of Police

Monthly Activity Report July 2012

3712 Miles driven (2842 in July of 2011)
41 Citations issued (19)
75 Warnings issued (31)
14 Arrests made (14)
276 Calls for service (251)
28 Hours spent on animal control (19)
5 Traffic accidents investigated (14)

Other notable activity:

July 2nd - the Auburn Police Department and the Southeast District Health Department completed an annual review our of action plans as they relate to the mass dispensing of "Strategic National Stockpile" medicines/vaccinations in the event of an epidemic or contagious disease outbreak.

July 10th - the new 2012 Chevrolet Caprice arrived and is now up-fitted and in service.

July 11th – Chief Baker attended a meeting in Lincoln seeking and supporting the continued funding of Verizon Wireless "Air Cards" for our mobile data computers. Ultimately, future grant funding was not obtained. The Auburn Police Department will absorb the monthly cost of the "Air Cards" beginning in August. The total estimated monthly bill is \$95.

July 30th – a quick response by Auburn Police to a report of suspicious activity in the 1000 block of H Street resulted in the arrest of 3 persons for theft, drug and other offenses. Additionally, police recovered an estimated \$2500 worth of stolen items – most of which has been returned to their rightful owners.

"It shall be the mission of the Auburn Police Department to partner with the community to proactively address issues of crime, public safety and quality of life."

AGENDA ITEM
NO 27

Auburn Memorial Library

1810 Courthouse Ave
Auburn, NE 68305

City Council Report August 2012

- Summer Reading ended with 404 children in attendance. We had 89 kids reading and they read 3,446 books.
- Toddler Storytime will be on Wednesdays in September at 10:30 a.m. This storytime is for kids ages 18 -35 months.
- Construction is still on schedule. Completion is still expected by mid-September.

Statistical Report:

<u>Date:</u>	<u>Circulation:</u>	<u>Patrons:</u>	<u>Money to City:</u>	<u>Computer Use:</u>
July 2012	5,674	3,468	\$850.96	525
July 2011	5,751	3,717	\$746.75	493
June 2012	5,208	3,268	\$872.10	494
June 2011	5,575	3,504	\$755.70	485

AGENDA ITEM #27

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

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-00-3100	GEN FEDERAL REVENUES	36,000.00	3,776.89	18,561.81	51.56	17,438.19
01-00-3200	GEN STATE EQUALIZATION	178,811.72	.00	154,928.05	86.64	23,883.67
01-00-3202	GEN STATE MOTOR VH FEE	.00	.00	.00	.00	.00
01-00-3203	GEN MTR VEHICLE PRORATE	1,500.00	486.36	1,775.71	118.38	275.71-
01-00-3204	GEN STATE AID	.00	.00	1,121.00	.00	1,121.00-
01-00-3205	GEN STATE MIRF	.00	.00	.00	.00	.00
01-00-3208	GEN OTHER STATE	25,000.00	4,310.13	21,309.29	85.24	3,690.71
01-00-3301	GEN LICENSES & PERMITS	18,000.00	273.00	15,379.50	85.44	2,620.50
01-00-3306	GEN REIM/REFUNDS	7,000.00	14.20	4,375.57	62.51	2,624.43
01-00-3310	GEN FRANCHISE FEES	80,000.00	652.54	66,575.16	83.22	13,424.84
01-00-3311	GEN IN LIEU OF TAXES	.00	.00	.00	.00	.00
01-00-3312	GEN BPW REVENUE PAYMENT	125,000.00	10,263.75	89,530.47	71.62	35,469.53
01-00-3314	GEN ST LIC AND CITY FINES	3,500.00	.00	3,182.50	90.93	317.50
01-00-3325	GEN TICKET SALES	42,000.00	8,577.35	43,055.01	102.51	1,055.01-
01-00-3326	GEN CONCESSIONS	600.00	600.00	600.00	100.00	.00
01-00-3327	GEN LESSONS	7,000.00	360.00	6,250.00	89.29	750.00
01-00-3331	GEN FINANCING	.00	.00	.00	.00	.00
01-00-3332	GEN SALE OF MUNI PROPERTY	500.00	63.01	8,374.62	1,674.92	7,874.62-
01-00-3335	GEN CITY SALES TAX	340,000.00	28,949.97	302,719.89	89.04	37,280.11
01-00-3340	GEN INTEREST	2,500.00	102.21	1,029.50	41.18	1,470.50
01-00-3342	GEN PROGRAM & USE FEES	6,000.00	955.00	4,685.00	78.08	1,315.00
01-00-3346	GEN FOOTBALL PROGRAM REV	.00	.00	.00	.00	.00
01-00-3347	GEN GRANTS/DONATIONS	.00	.00	100.00	.00	100.00-
01-00-3350	GEN MFO	11,000.00	.00	11,861.40	107.83	861.40-
01-00-3351	GEN PROPERTY TAXES	506,582.00	7,236.57	372,876.53	73.61	133,705.47
01-00-3352	GEN MTR VEHICLE TAXES	67,000.00	5,333.17	53,859.45	80.39	13,140.55
01-00-3359	GEN CO TREAS OTHER	100.00	.00	101.89	101.89	1.89-
01-00-3360	GEN MISC REVENUES	7,000.00	754.80	6,552.70	93.61	447.30
01-00-3361	FIRE PROPERTY TAXES	42,740.00	581.85	30,406.01	71.14	12,333.99
01-00-3362	FIRE MTR VEHICLE TAXES	.00	.00	.00	.00	.00
01-00-3363	FIRE MTR VEHICLE PRORATE	150.00	39.10	142.76	95.17	7.24
01-00-3368	FIRE OTHER STATE	2,000.00	346.55	1,713.34	85.67	286.66
01-00-3369	FIRE CO TREAS OTHER	8.00	.00	8.19	102.38	.19-
01-00-3999	GEN TRANSFERS IN	.00	.00	2,195.71	.00	2,195.71-
		=====	=====	=====	=====	=====
	DIFFERENCE	1,509,991.72	73,676.45	1,223,271.06	81.01	286,720.66
		=====	=====	=====	=====	=====
	PROOF	1,509,991.72	73,676.45	1,223,271.06	81.01	286,720.66
		=====	=====	=====	=====	=====

CITY OF AUBURN
BUDGET REPORT
CALENDAR 7/2012, FISCAL 10/2011

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	273,250.00	25,114.18	254,011.03	92.96	19,238.97
03-00-3202	STREET STATE MOTOR VEHICLE FEE	26,500.00	6,787.00	26,655.19	100.59	155.19-
03-00-3203	STREET MTR VEHICLE PRORAT	.00	.00	.00	.00	.00
03-00-3208	STREET OTHER STATE REV	.00	1,631.24	1,631.24	.00	1,631.24-
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	5,074.98	48,005.55	96.01	1,994.45
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	.00	.00	.00
03-00-3999	STREET TRANSFERS IN (CRA)	.00	.00	.00	.00	.00
		=====	=====	=====	=====	=====
	DIFFERENCE	349,750.00	38,607.40	330,303.01	94.44	19,446.99
		=====	=====	=====	=====	=====
		=====	=====	=====	=====	=====
	PROOF	349,750.00	38,607.40	330,303.01	94.44	19,446.99
		=====	=====	=====	=====	=====

CITY OF AUBURN
BUDGET REPORT
CALENDAR 7/2012, FISCAL 10/2011

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
04-00-3321	PAVING WATER SEWER	60,000.00	1,749.94	40,095.92	66.83	19,904.08
04-00-3331	BOND ISSUE	.00	.00	.00	.00	.00
04-00-3360	MISC REVENUES	.00	.00	.00	.00	.00
04-00-3999	TRANSFERS IN	.00	.00	.00	.00	.00
		=====	=====	=====	=====	=====
	DIFFERENCE	60,000.00	1,749.94	40,095.92	66.83	19,904.08
		=====	=====	=====	=====	=====
		=====	=====	=====	=====	=====
	PROOF	60,000.00	1,749.94	40,095.92	66.83	19,904.08
		=====	=====	=====	=====	=====

AGENDA ITEM #27

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

CITY OF AUBURN
BUDGET REPORT
CALENDAR 7/2012, FISCAL 10/2011

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-00-4101	GEN SALARIES	112,356.68	9,416.29	92,849.37	82.64	19,507.31
01-00-4102	GEN HEALTH INSURANCE	24,977.16	1,724.77	17,934.62	71.80	7,042.54
01-00-4103	GEN LIFE INSURANCE	1,200.00	70.89	708.90	59.08	491.10
01-00-4104	GEN PENSION PLAN	6,000.00	216.05	1,012.38	16.87	4,987.62
01-00-4105	GEN WORKMEN COMP	.00	.00	740.79	.00	740.79-
01-00-4106	GEN UNEMPLOYMENT	.00	.00	.00	.00	.00
01-00-4108	GEN FLEX SPENDING PLAN	950.00	.00	.00	.00	950.00
01-00-4111	GEN FICA MATCH	8,600.00	690.29	6,794.81	79.01	1,805.19
01-00-4201	GEN LEGAL EXPENSES	15,000.00	.00	24,190.89	161.27	9,190.89-
01-00-4202	GEN UTILITIES	10,000.00	716.84	6,947.52	69.48	3,052.48
01-00-4203	GEN INSURANCE	9,000.00	.00	7,037.41	78.19	1,962.59
01-00-4204	GEN MEMBERSHIPS/SUBSCRIP	7,000.00	.00	285.00	4.07	6,715.00
01-00-4205	GEN MEETING EXPENSES	4,000.00	664.00	2,775.71	69.39	1,224.29
01-00-4206	GEN SERVICES	37,000.00	1,205.25	34,522.00	93.30	2,478.00
01-00-4208	GEN BLDG & GROUNDS MAINT	5,000.00	35.99	977.74	19.55	4,022.26
01-00-4209	GEN EQUIP & EQUIP MAINT	5,000.00	340.93	4,350.34	87.01	649.66
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	136.40	49.60	138.60
01-00-4223	GEN TREE PROGRAM	4,275.00	.00	2,145.27	50.18	2,129.73
01-00-4230	GEN SALES TAX	.00	.00	.00	.00	.00
01-00-4240	GEN REIM/REFUNDS	200.00	.00	200.00	100.00	.00
01-00-4245	GEN ST LIC AND CITY FINES	3,500.00	.00	.00	.00	3,500.00
01-00-4250	GEN SUPPLIES/MATERIALS	8,000.00	533.98	4,730.34	59.13	3,269.66
01-00-4289	GEN SAFETY PROGRAM	.00	.00	.00	.00	.00
01-00-4299	GEN MISC EXPENSES	1,000.00	10.36	321.34	32.13	678.66
01-00-4400	GEN CAPITAL OUTLAYS	.00	.00	.00	.00	.00
01-00-4500	GENERAL DEBT RETIRE PRINC	135,000.00	.00	135,000.00	100.00	.00
01-00-4600	GEN DEBT RETIRE-INTEREST	3,740.00	.00	3,740.00	100.00	.00
01-00-4700	GEN BOND FEES	1,000.00	.00	.00	.00	1,000.00
01-00-4800	GEN GRANT & SPECIAL PROJECTS	46,000.00	.00	26,516.76	57.65	19,483.24
01-00-4999	GENERAL TRANSFERS OUT	.00	.00	8,917.00	.00	8,917.00-
		=====	=====	=====	=====	=====
	DIFFERENCE	451,073.84	15,625.64	384,834.59	85.32	66,239.25
		=====	=====	=====	=====	=====
	PROOF	451,073.84	15,625.64	384,834.59	85.32	66,239.25
		=====	=====	=====	=====	=====

CITY OF AUBURN
BUDGET REPORT
CALENDAR 7/2012, FISCAL 10/2011

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-02-4101	POLICE SALARIES	191,488.08	16,630.50	176,395.31	92.12	15,092.77
01-02-4102	POLICE HEALTH INSURANCE	52,500.00	4,052.28	39,321.78	74.90	13,178.22
01-02-4103	POLICE LIFE INSURANCE	1,200.00	101.13	1,034.46	86.21	165.54
01-02-4104	POLICE PENSION PLAN	11,500.00	.00	1,100.81	9.57	10,399.19
01-02-4105	POLICE WORKMEN COMP	.00	.00	6,648.02	.00	6,648.02-
01-02-4106	POLICE UNEMPLOYMENT	.00	.00	32.31	.00	32.31-
01-02-4107	POLICE UNIFORM ALLOWANCE	3,600.00	.00	2,688.36	74.68	911.64
01-02-4108	POLICE FLEX SPENDING PLAN	.00	.00	.00	.00	.00
01-02-4111	POLICE FICA MATCH	15,000.00	1,054.23	11,184.71	74.56	3,815.29
01-02-4201	POLICE LEGAL EXPENSES	.00	.00	.00	.00	.00
01-02-4202	POLICE UTILITIES	3,500.00	127.79	1,280.04	36.57	2,219.96
01-02-4203	POLICE INSURANCE	12,000.00	.00	4,342.98	36.19	7,657.02
01-02-4204	POLICE MEMBERSHIPS & SUBS	250.00	.00	112.00	44.80	138.00
01-02-4205	POLICE MEETING EXPENSES	2,000.00	68.00	2,769.65	138.48	769.65-
01-02-4206	POLICE SERVICES	59,200.00	4,993.47	52,244.71	88.25	6,955.29
01-02-4208	POLICE BLDG & GROUNDS MAI	.00	.00	.00	.00	.00
01-02-4209	POLICE EQUIP & EQUIP MAINT	10,000.00	899.71	4,711.59	47.12	5,288.41
01-02-4218	POLICE STATUTES & REFEREN	200.00	.00	144.24	72.12	55.76
01-02-4240	POLICE REIM/REFUNDS	.00	.00	.00	.00	.00
01-02-4250	POLICE SUPPLIES/MATERIALS	20,000.00	1,559.84	17,534.87	87.67	2,465.13
01-02-4299	POLICE MISC. EXPENSES	300.00	.00	46.99	15.66	253.01
01-02-4400	POLICE CAPITAL OUTLAYS	30,000.00	24,926.00	27,377.01	91.26	2,622.99
01-02-4500	POLICE DEBT RETIRE PRIN	.00	.00	.00	.00	.00
01-02-4800	POLICE GRANTS	.00	.00	.00	.00	.00
01-02-4999	POLICE TRANSFERS OUT	.00	.00	.00	.00	.00
		=====	=====	=====	=====	=====
	DIFFERENCE	412,738.08	54,412.95	348,969.84	84.55	63,768.24
		=====	=====	=====	=====	=====
	PROOF	412,738.08	54,412.95	348,969.84	84.55	63,768.24
		=====	=====	=====	=====	=====

CITY OF AUBURN
BUDGET REPORT
CALENDAR 7/2012, FISCAL 10/2011

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-05-4101	FIRE DEPT SALARIES	5,722.68	.00	4,292.01	75.00	1,430.67
01-05-4103	FIRE DEPT LIFE INS	1,525.00	136.40	1,280.35	83.96	244.65
01-05-4105	FIRE DEPT WORKMEN COMP	.00	.00	1,564.24	.00	1,564.24-
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	.00	328.32	74.99	109.47
01-05-4202	FIRE DEPT UTILITIES	9,000.00	276.52	6,086.98	67.63	2,913.02
01-05-4203	FIRE DEPT INSURANCE	10,000.00	.00	5,635.76	56.36	4,364.24
01-05-4204	FIRE DEPT MEMBERSHIPS/SUB	1,575.00	.00	1,461.36	92.78	113.64
01-05-4205	FIRE DEPT MEETING EXPENSES	1,000.00	.00	1,314.99	131.50	314.99-
01-05-4206	FIRE DEPT SERVICES	400.00	.00	.00	.00	400.00
01-05-4208	FIRE DEPT BLDG & GROUNDS	3,000.00	62.39	727.25	24.24	2,272.75
01-05-4209	FIRE DEPT EQUIP & MAINT	3,500.00	80.07	8,600.19	245.72	5,100.19-
01-05-4222	FIRE DEPT CHIEF EXPENSES	1,050.00	.00	.00	.00	1,050.00
01-05-4240	FIRE DEPT REIM/REFUNDS	.00	.00	.00	.00	.00
01-05-4250	FIRE DEPT SUPPLIES	2,700.00	10.00	1,421.72	52.66	1,278.28
01-05-4299	FIRE DEPT MISC EXPENSES	.00	.00	.00	.00	.00
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	20,000.00	.00	.00	.00	20,000.00
01-05-4999	FIRE DEPT TRANSFERS OUT	.00	.00	.00	.00	.00
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	DIFFERENCE	79,910.47	565.38	32,713.17	40.94	47,197.30
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		=====	=====	=====	=====	=====
	PROOF	79,910.47	565.38	32,713.17	40.94	47,197.30
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CITY OF AUBURN
BUDGET REPORT
CALENDAR 7/2012, FISCAL 10/2011

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-07-4101	PARKS SALARIES	19,640.00	1,668.60	10,118.73	51.52	9,521.27
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	.00	.00	.00
01-07-4105	PARKS WORKMEN COMP	.00	.00	1,008.49	.00	1,008.49-
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	127.64	774.09	51.52	728.37
01-07-4202	PARKS UTILITIES	18,000.00	1,370.42	14,965.07	83.14	3,034.93
01-07-4203	PARKS INSURANCE	3,000.00	.00	3,122.35	104.08	122.35-
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	.00	242.50	.00	242.50-
01-07-4208	PARKS BLDG & GROUNDS MAIN	10,000.00	2,665.70	15,470.04	154.70	5,470.04-
01-07-4209	PARKS EQUIP & MAINT	5,000.00	469.38	1,202.65	24.05	3,797.35
01-07-4223	PARK TREE PROGRAM	.00	.00	.00	.00	.00
01-07-4230	PARKS SALES TAX/LODGING	400.00	.00	577.21	144.30	177.21-
01-07-4240	PARKS REIM/REFUNDS	.00	.00	.00	.00	.00
01-07-4250	PARKS SUPPLIES & EQUIP	12,000.00	848.85	6,069.00	50.58	5,931.00
01-07-4290	PARKS EQUIP/LAND RENTAL	.00	.00	.00	.00	.00
01-07-4299	PARKS MISC EXPENSES	500.00	.00	.00	.00	500.00
01-07-4400	PARKS CAPITAL OUTLAYS	.00	.00	.00	.00	.00
01-07-4500	PARK DEBT SERVICING PRINC.	.00	.00	.00	.00	.00
01-07-4800	PARKS GRANTS	.00	.00	.00	.00	.00
01-07-4999	PARKS TRANSFERS OUT	.00	.00	.00	.00	.00
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	DIFFERENCE	70,042.46	7,150.59	53,550.13	76.45	16,492.33
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	PROOF	70,042.46	7,150.59	53,550.13	76.45	16,492.33
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CITY OF AUBURN
BUDGET REPORT
CALENDAR 7/2012, FISCAL 10/2011

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	8,750.00	665.03	6,122.43	69.97	2,627.57
01-09-4203	SR CENTER INSURANCE	3,800.00	.00	2,785.00	73.29	1,015.00
01-09-4206	SR CENTER SERVICES	2,500.00	190.00	2,188.50	87.54	311.50
01-09-4208	SR CENTER BLDG & GROUNDS	5,500.00	.00	1,846.04	33.56	3,653.96
01-09-4209	SR CENTER EQUIP & MAINT	2,000.00	.00	941.26	47.06	1,058.74
01-09-4250	SR CENTER SUPPLIES/MATER	300.00	.00	129.03	43.01	170.97
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	4,000.00	9,000.00	100.00	.00
		=====	=====	=====	=====	=====
	DIFFERENCE	31,850.00	4,855.03	23,012.26	72.25	8,837.74
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	PROOF	31,850.00	4,855.03	23,012.26	72.25	8,837.74
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CITY OF AUBURN
BUDGET REPORT
CALENDAR 7/2012, FISCAL 10/2011

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-51-4101	LIBRARY SALARIES	61,819.92	5,497.14	51,426.80	83.19	10,393.12
01-51-4102	LIBRARY HEALTH INSURANCE	9,736.28	809.34	7,674.45	78.82	2,061.83
01-51-4103	LIBRARY LIFE INSURANCE	480.00	20.95	209.50	43.65	270.50
01-51-4104	LIBRARY PENSION PLAN	3,046.95	152.50	776.86	25.50	2,270.09
01-51-4105	LIBRARY WORKMEN COMP	.00	.00	10.28	.00	10.28-
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	4,729.23	409.61	3,823.70	80.85	905.53
01-51-4201	LIBRARY LEGAL	.00	.00	.00	.00	.00
01-51-4202	LIBRARY UTILITIES	8,700.00	318.75	5,481.99	63.01	3,218.01
01-51-4203	LIBRARY INSURANCE	3,250.00	.00	3,239.00	99.66	11.00
01-51-4204	LIBRARY MEMBERSHIPS/SUB	500.00	.00	467.10	93.42	32.90
01-51-4205	LIBRARY MEETING EXPENSES	400.00	.00	87.72	21.93	312.28
01-51-4206	LIBRARY SERVICES	6,000.00	586.55	5,160.58	86.01	839.42
01-51-4208	LIBRARY BLDG & GROUNDS	1,500.00	118.47	6,244.02	416.27	4,744.02-
01-51-4209	LIBRARY EQUIP & MAINT	4,120.00	231.69	3,326.60	80.74	793.40
01-51-4228	LIBRARY BOOKS/AVS	14,000.00	874.21	11,490.02	82.07	2,509.98
01-51-4230	LIBRARY SALES TAX	50.00	.00	59.71	119.42	9.71-
01-51-4240	LIBRARY REIM/REFUNDS	.00	.00	.00	.00	.00
01-51-4250	LIBRARY SUPPLIES/MATERIALS	6,000.00	163.07	3,455.53	57.59	2,544.47
01-51-4299	LIBRARY MISC EXPENSES	500.00	.00	56.67	11.33	443.33
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	130,832.38	9,182.28	102,990.53	78.72	27,841.85
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	PROOF	130,832.38	9,182.28	102,990.53	78.72	27,841.85
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CITY OF AUBURN
BUDGET REPORT
CALENDAR 7/2012, FISCAL 10/2011

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-52-4101	SWIM POOL SALARIES	50,762.00	13,334.81	30,704.16	60.49	20,057.84
01-52-4105	SWIM POOL WORKMEN COMP	.00	.00	1,687.60	.00	1,687.60-
01-52-4107	SWIM POOL UNIFORMS	1,000.00	.00	1,098.84	109.88	98.84-
01-52-4111	SWIM POOL FICA MATCH	3,883.30	1,020.12	2,348.88	60.49	1,534.42
01-52-4202	SWIM POOL UTILITIES	15,000.00	2,300.02	10,385.11	69.23	4,614.89
01-52-4203	SWIM POOL INSURANCE	4,000.00	.00	2,035.76	50.89	1,964.24
01-52-4206	SWIM POOL SERVICES	1,000.00	.00	652.70	65.27	347.30
01-52-4208	SWIM POOL BLDG & GROUNDS	2,500.00	3,280.58	11,457.97	458.32	8,957.97-
01-52-4209	SWIM POOL EQUIP & MAINT	13,000.00	1,041.54	4,990.67	38.39	8,009.33
01-52-4230	SWIM POOL SALES TAX	2,250.00	2,043.91	2,718.03	120.80	468.03-
01-52-4240	SWIM POOL REIM/REFUNDS	.00	.00	40.00	.00	40.00-
01-52-4250	SWIM POOL SUPPLIES/MATER	8,500.00	2,887.17	6,610.56	77.77	1,889.44
01-52-4299	SWIM POOL MISC EXPENSES	250.00	81.00	236.00	94.40	14.00
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	102,145.30	25,989.15	74,966.28	73.39	27,179.02
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		=====	=====	=====	=====	=====
	PROOF	102,145.30	25,989.15	74,966.28	73.39	27,179.02
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CITY OF AUBURN
BUDGET REPORT
CALENDAR 7/2012, FISCAL 10/2011

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
03-00-4101	STREET SALARIES	115,698.12	8,936.89	93,397.18	80.72	22,300.94
03-00-4102	STREET HEALTH INSURANCE	17,358.56	1,396.42	15,488.34	89.23	1,870.22
03-00-4103	STREET LIFE INSURANCE	600.00	43.84	397.98	66.33	202.02
03-00-4104	STREET PENSION PLAN	7,000.00	266.88	1,654.92	23.64	5,345.08
03-00-4105	STREET WORKMEN COMP	9,500.00	.00	8,921.58	93.91	578.42
03-00-4106	STREET UNEMPLOYMENT	.00	.00	84.08	.00	84.08-
03-00-4108	STREET FLEX SPENDING PLAN	.00	.00	.00	.00	.00
03-00-4110	STREET OTHER PERSONAL EX	400.00	.00	.00	.00	400.00
03-00-4111	STREET FICA MATCH	8,850.91	652.35	6,815.34	77.00	2,035.57
03-00-4201	STREET LEGAL EXPENSES	.00	.00	.00	.00	.00
03-00-4202	STREET UTILITIES	8,500.00	463.54	7,187.69	84.56	1,312.31
03-00-4203	STREET INSURANCE	8,500.00	.00	7,287.74	85.74	1,212.26
03-00-4204	STREET MEMBERSHIPS/SUBS	.00	.00	.00	.00	.00
03-00-4205	STREET MEETING EXPENSES	.00	.00	.00	.00	.00
03-00-4206	STREET SERVICES	4,300.00	450.00	4,513.60	104.97	213.60-
03-00-4208	STREET BLDG & GR MAINT	500.00	.00	19.86	3.97	480.14
03-00-4219	STREET ROAD MAINT BY OTHER	.00	.00	.00	.00	.00
03-00-4220	STREET SNOW REMOVAL OTH	3,000.00	.00	2,991.25	99.71	8.75
03-00-4230	STREET SALES TAX	.00	.00	.00	.00	.00
03-00-4231	STREET ROAD EQUIP PARTS	10,000.00	261.69	11,808.19	118.08	1,808.19-
03-00-4232	STREET ROAD EQUIP LABOR	3,000.00	.00	874.15	29.14	2,125.85
03-00-4233	STREET FREIGHT & EXPRESS	75.00	.00	25.49	33.99	49.51
03-00-4234	STREET OTHER EQUIP REPAIRS	.00	.00	.00	.00	.00
03-00-4240	STREET REIM/REFUNDS	200.00	.00	46.15	23.08	153.85
03-00-4250	STREET SUPPLIES	.00	.00	156.19	.00	156.19-
03-00-4251	STREET POSTAGE	.00	.00	.00	.00	.00
03-00-4252	STREET OFFICE SUPPLIES	.00	.00	5.06	.00	5.06-
03-00-4254	STREET CLEANING SUPPLIES	.00	.00	.00	.00	.00
03-00-4256	STREET CHEMICAL SUPPLIES	2,500.00	.00	.00	.00	2,500.00
03-00-4257	STREET MEDICAL SUPPLIES	.00	.00	.00	.00	.00
03-00-4258	STREET SHOP SUPPLIES	1,200.00	77.57	986.26	82.19	213.74
03-00-4259	STREET SHOP TOOLS	800.00	.00	116.87	14.61	683.13
03-00-4260	STREET SMALL TOOLS	.00	.00	7.69	.00	7.69-
03-00-4265	STREET PLUMBING SUPPLIES	.00	.00	.00	.00	.00
03-00-4271	STREET GASOLINE	22,000.00	1,042.86	12,941.53	58.83	9,058.47
03-00-4272	STREET OIL/GREASE/ETC	750.00	.00	779.85	103.98	29.85-
03-00-4273	STREET TIRES & TIRE REPAIR	3,000.00	20.00	672.85	22.43	2,327.15
03-00-4274	STREET ASPHALTIC MATERIALS	10,000.00	.00	5,040.79	50.41	4,959.21
03-00-4275	STREET GRAVEL & BORROW	6,000.00	.00	931.17	15.52	5,068.83
03-00-4276	STREET SNOW/SAFETY FENCE	.00	.00	12.99	.00	12.99-
03-00-4277	STREET CONCRETE	10,000.00	2,866.50	4,091.38	40.91	5,908.62
03-00-4278	STREET CULVERTS	500.00	.00	.00	.00	500.00
03-00-4279	STREET STEEL PRODUCTS	150.00	.00	317.00	211.33	167.00-
03-00-4280	STREET LUMBER	100.00	.00	69.29	69.29	30.71
03-00-4283	STREET SIGNS	500.00	42.90	80.87	16.17	419.13
03-00-4284	STREET SIGN POSTS	200.00	111.75	111.75	55.88	88.25
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	.00	732.09	61.01	467.91
03-00-4288	STREET FLARES/FLAGS/BARRI	50.00	.00	.00	.00	50.00
03-00-4289	STREET SAFETY PROGRAM	350.00	119.72	205.63	58.75	144.37

CITY OF AUBURN
BUDGET REPORT
CALENDAR 7/2012, FISCAL 10/2011

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	5,000.00	83.33	1,000.00
03-00-4299	STREET MISC SUPPLIES & MAT	700.00	.00	98.21	14.03	601.79
03-00-4300	STREET CAPITAL IMPROVE.	.00	2,375.00	20,807.24	.00	20,807.24
03-00-4400	STREET CAPITAL OUTLAYS	.00	.00	.00	.00	.00
03-00-4500	STREET DEBT SERV PRINC	30,897.77	.00	30,897.77	100.00	.00
03-00-4600	STREET DEBT SERV INTEREST	6,892.43	.00	6,892.43	100.00	.00
03-00-4700	STREET BOND/WARRANTS	.00	.00	.00	.00	.00
03-00-4999	STREET TRANSFERS OUT	.00	.00	.00	.00	.00
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	DIFFERENCE	301,272.79	19,627.91	252,468.45	83.80	48,804.34
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		=====	=====	=====	=====	=====
	PROOF	301,272.79	19,627.91	252,468.45	83.80	48,804.34
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CITY OF AUBURN
BUDGET REPORT
CALENDAR 7/2012, FISCAL 10/2011

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
04-00-4206	STREET IMPROVEMENT SERVICES	200.00	30.00	120.00	60.00	80.00
04-00-4299	STREET IMPROVEMENT MISC	.00	.00	.00	.00	.00
04-00-4300	STREET IMPROVEMENT CAP IMPROVE	.00	.00	.00	.00	.00
04-00-4400	STREET IMPROVEMENT CAP OUTLAYS	.00	.00	.00	.00	.00
04-00-4500	ST IMPROVE DEBT SERV PRINCIPAL	105,000.00	40,000.00	105,000.00	100.00	.00
04-00-4600	ST IMPROVE DEBT SERV INTEREST	46,432.50	5,706.25	46,432.50	100.00	.00
04-00-4700	ST IMPROVE DEBT OTHER	.00	.00	.00	.00	.00
04-00-4999	STREET IMPROVEMENTS TRANS OUT	.00	.00	.00	.00	.00
	DIFFERENCE	151,632.50	45,736.25	151,552.50	99.95	80.00
	PROOF	151,632.50	45,736.25	151,552.50	99.95	80.00

City of Auburn
TIF Activity
Report Date 7-31-12

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
2/29/2012	Balance Forward	\$ 359,688.85	\$ 198,171.31	\$ 2,029.95	\$ 43,990.39	\$ 9,085.59	\$ (8,331.19)	\$ (7,204.56)	\$ 28,986.44	\$ 86,243.14	\$ 6,717.78	\$ -
3/1/2012	Eagles Loan Pay	\$ 88.67	\$ 88.67						\$ 243.15		\$ 76.15	\$ 289.60
3/8/2012	Co. Collections	\$ 6,779.99	\$ 4,838.84	\$ 481.21	\$ 353.27	\$ 379.39	\$ 118.38		\$ 3.71	\$ 10.20	\$ 0.93	
3/31/2012	Interest on Acct.	\$ 46.38	\$ 24.58	\$ 0.46	\$ 5.57	\$ 0.93						
4/2/2012	Eagles Loan Pay	\$ 88.67	\$ 88.67						\$ 262.69		\$ 82.27	\$ 16,239.79
4/13/2012	Co. Collections	\$ 27,887.59	\$ 9,935.64	\$ 447.79	\$ 381.65	\$ 409.87	\$ 127.89			\$ (18.40)		
4/13/2012	Auburn News.	\$ (18.40)							\$ 3.30	\$ 9.90	\$ 0.94	\$ 1.89
4/30/2012	Interest on Acct.	\$ 47.14	\$ 24.51	\$ 0.47	\$ 5.19	\$ 0.94						
5/1/2012	Eagles Loan Pay	\$ 88.67	\$ 88.67									
5/10/2012	D. Moyer Phase 5	\$ (2,222.40)								\$ (2,222.40)		
5/10/2012	M Bishop Phase 5	\$ (3,846.00)								\$ (3,846.00)		
5/14/2012	Co. Collections	\$ 29,682.38	\$ 28,534.61	\$ 386.60							\$ 761.17	\$ (16,531.28)
5/31/2012	Orschein	\$ (16,531.28)										
5/31/2012	Interest on Acct.	\$ 52.17	\$ 30.26	\$ 0.52	\$ 5.74	\$ 1.05			\$ 3.65	\$ 9.91	\$ 1.04	
6/1/2012	Eagles Loan Pay	\$ 88.67	\$ 88.67									
6/8/2012	Co. Collections	\$ 45,301.14	\$ 16,625.29	\$ 509.94	\$ 9,714.31	\$ 10,432.31			\$ 6,686.33		\$ 1,332.96	
6/13/2012	Loan Payments	\$ (25,170.81)			\$ (6,741.72)	\$ (9,551.70)	\$ (3,481.84)	\$ (677.81)	\$ (4,717.74)			
6/13/2012	K Gill Phase 4	\$ (14,229.00)								\$ (14,229.00)		
6/13/2012	N Miller Phase 6	\$ (1,950.00)								\$ (1,950.00)		
6/30/2012	Interest on Acct.	\$ 51.87	\$ 31.64	\$ 0.52	\$ 5.70	\$ 1.56			\$ 3.63	\$ 7.78	\$ 1.04	
7/2/2012	Eagles Loan Pay	\$ 88.67	\$ 88.67									
7/13/2012	Co. Collections	\$ 2,316.77	\$ 2,210.21	\$ 30.39	\$ 18.43	\$ 19.79	\$ 6.18		\$ 12.69		\$ 3.97	\$ 15.11
7/20/2012	Auburn News.	\$ (17.98)	\$ (17.98)									
7/31/2012	Interest on Acct.	\$ 52.24	\$ 31.87	\$ 0.52	\$ 5.75	\$ 1.57			\$ 3.66	\$ 7.83	\$ 1.04	
	Totals	\$ 408,364.00	\$ 260,884.13	\$ 3,888.37	\$ 47,744.28	\$ 10,781.30	\$ (11,560.58)	\$ (7,882.37)	\$ 31,491.51	\$ 64,022.96	\$ 8,978.29	\$ 15.11
	Adjust Bowling C		\$ (11,560.58)									
	Adjust Bowling C		\$ (7,882.37)									
	Aub 1 Project 2		\$ 3,888.37									
	NW Sewer		\$ 64,022.96									
	Adjusted Aub 1		\$ 309,352.51									

AGENDA ITEM
NO 28