

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.
MAY 14, 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. **PROCLAMATION**

10. **APPOINTMENTS –**

- KAB (Keep Auburn Beautiful)
- Budget/Finance Committee
- Ordinance Committee

11. **PRESENTATION** of National Historic District for Auburn by Audrey Mohr, National Register & CLG Coordinator and Jill Dolberg, Review and Compliance Coordinator, from the Nebraska State Historical Society.

12. **REQUEST** by American Legion Post 23 for a Special Designated Liquor License for July 13, 2012 at 909 I Street.

13. **REQUEST** by American Legion 23 for a Special Designated Liquor License for July 14, 2012 at Nemaha County Fair Ball Field.

14. **DISCUSSION** on letter from Valley View Apartment residents to clean up their neighborhood.
15. **REQUEST** from the Auburn Community Garden Club for \$200.00 of Keno funds to purchase plants for the city planters.
16. **AUBURN RESCUE SQUAD** regarding public safety.
17. **APPROVE** Updates to City of Auburn Housing Program Guidelines.
18. **RESOLUTION** to authorize submission of Pre Application for a 2012 Citywide Owner Occupied Housing Rehab Program Grant.
19. **DRAWDOWN #5** – Project Funds (CDBG #10-DTR-105) and related claims.
20. **APPROVE** Downtown Revitalization ReUse plan for Commercial Rehab Program Income.
21. **APPROVAL** – Auburn Fire Department General Operating Guidelines.
22. **UPDATE** to City Salary Ordinance.
23. **REPORTS/RECOMMENDATIONS** - - From Dept. Heads.
 - a. Street Department –
 - b. Fire Department –
 - c. Police Department –
 - d. Library –
 - e. Treasurer -
24. **REPORTS/RECOMMENDATIONS** - - From Committees.
 - a. Street –
 - b. Keep Auburn Beautiful -
 - c. Economic Development –
 - d. Safety Committee –
 - e. Building Committee -
 - f. Legislative –
 - g. Other Committees & Reports –
25. **ADJOURNMENT.**

Possible Motion Format 5-14-12

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 April 9, 2012, and April 17, 2012, meetings' minutes and to approve the same as written (or as amended)

6. **APPROVAL OF FINANCIAL REPORT.**

POSSIBLE MOTION: I move to approve the financial report

7. **CLAIMS.**

POSSIBLE MOTION: I move to approve the claim submitted by Auburn Plumbing, Htg. & AC Inc. in the amount of \$348.74

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. **PROCLAMATION**

10. **APPOINTMENTS** –
 - KAB (Keep Auburn Beautiful)
 - Budget/Finance Committee
 - Ordinance Committee

POSSIBLE ACTION: Roll Call on Appointments

11. **PRESENTATION** of National Historic District for Auburn by Audrey Mohr, National Register & CLG Coordinator and Jill Dolberg, Review and Compliance Coordinator, from the Nebraska State Historical Society.

12. **REQUEST** by American Legion Post 23 for a Special Designated Liquor License for July 13, 2012 at 909 I Street.

POSSIBLE MOTION: I move to approve the request by the American Legion Post 23 for a Special Designated Liquor License for a beer garden event to be held on July 13, 2012 at 909 I Street.

13. **REQUEST** by American Legion 23 for a Special Designated Liquor License for July 14, 2012 at Nemaha County Fair Ball Field.

POSSIBLE MOTION: I move to approve the request by the American Legion Post 23 for a Special Designated Liquor License for a beer garden event to be held on July 14, 2012 at the Nemaha County Fair Ball Field

14. **DISCUSSION** on letter from Valley View Apartment residents to clean up their neighborhood.

15. **REQUEST** from the Auburn Community Garden Club for \$200.00 of Keno funds to purchase plants for the city planters.

POSSIBLE MOTION: I move to approve the expenditure of an amount up to \$200 from Keno funds to purchase plants for the city planters

16. **AUBURN RESCUE SQUAD** regarding public safety.

17. **APPROVE** Updates to City of Auburn Housing Program Guidelines.

POSSIBLE MOTION: I move to approve the updates to the City of Auburn Housing Program Guidelines as presented

18. **RESOLUTION** to authorize submission of Pre Application for a 2012 Citywide Owner Occupied Housing Rehab Program Grant.

POSSIBLE MOTION: I move to authorize the submission of the 2012 Owner Occupied Rehabilitation Pre-Application forms to the Nebraska Department of Economic Development by the passage and adoption of Resolution No. 13-12

19. **DRAWDOWN #5** – Project Funds (CDBG #10-DTR-105) and related claims.

POSSIBLE MOTION: I move to approve CDBG #10-DTR-105 (Downtown Revitalization Program) Drawdown #5 in the amount of \$146,913 and the related claims

20. **APPROVE** Downtown Revitalization ReUse plan for Commercial Rehab Program Income.

POSSIBLE MOTION: I move to approve the Downtown Revitalization ReUse plan for Commercial Rehab Program Income

21. **APPROVAL** – Auburn Fire Department General Operating Guidelines.

POSSIBLE MOTION: I move to approve the Auburn Fire Department General Operating Guidelines

22. **UPDATE** to City Salary Ordinance.

POSSIBLE ACTION: (Ordinance Record-Ordinance No. 8-12

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

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

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

- a. Street –
- b. Keep Auburn Beautiful -
- c. Economic Development –
- d. Safety Committee –
- e. Building Committee -
- f. Legislative –
- g. Other Committees & Reports –

25. **ADJOURNMENT.**

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

City Council Proceedings
April 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 April 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, and Holtzman. 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".

Mayor Kudrna appointed Mary Kruger to the position of Council Member 1st Ward to fill the vacancy on the City Council created by Chris Erickson's resignation. The oath of office was administered and Mary Kruger took her place at the City Council table.

Council Member Frank Critser was elected Council President.

Council approved the March 12, 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 Family Life Assurance Co., Wh-81.32; American Recycling & Sanitation, Se-145.00; Black Hills Energy, Ut-151.87; Black Hills Energy, Ut-24.85; Blue Cross-Blue Shield, Ins-9133.00; Board of Public Works, Ut-3619.52; Consolidated Management Co., Su-287.50; Consolidated Management Co., Su-79.25; Five Nines Technology Group, Se-40.00; Linda Bantz, Se-309.00; Mark Harms, Ex-500.00; Nemaha County, Se-4693.47; NE Dept. of Revenue, Keno Lic-100.00; Region V SENDS, Se-325.00; Ron Kostecka, DTR Grant-2025.00; Sonic Equipment Co., Keno Project Projector-33,000.00; Southeast NE Development District, CDBG Se-3258.42; The Standard, Ins-370.06; Time Warner Cable, Se-323.14; Verizon Wireless, Se-107.21; Windstream, Ut-170.93; Wright Express, Su-2467.74. The following claims (not previously approved by motion or resolution) were presented: Auburn Plumbing, Htg. & AC Inc., Se-155.00; Amazon, Bk-1324.35; Auburn Memorial Library Petty Cash, Su-96.73; Auburn Newspapers, Se-265.33; Baker & Taylor, Bk-68.48; Bohl Plumbing & Htg. Inc., Se-164.34; Bulldog Auto Parts, Su-477.83; Casey Agency Inc., Ins-439.00; Center Point Large Print, Bk-27.22; Concrete Industries Inc., Su-Se-723.75; Demco, Su-125.60; Dettmer Farm Service Inc., Su-997.50; Eakes Office Plus, Su-153.97; Ecolab, Su-221.16; Eggers Brothers Inc., Su-95.85; Emergency Repair Service Inc., Se-Re-6929.34; Filter Care, Se-32.70; Five Nines Technology Group, Se-75.00; Follet Software Co., Se-320.00; General Fire and Safety Equipment, Se-43.00; Holiday Inn, Ex-224.85; Ikon Office Solutions, Se-74.62; Ingram, Bk-129.81; JEO Consulting Group Inc.; Se-7590.00; NE Dept. of Roads, Se-2861.25; NE Law Enforcement, Ex-50.00; Nemaha County Register of Deeds, Se-7.00; Nemaha County Sheriff, Se-3919.35; OCLC, Sub-43.56; Orscheln, Su-148.70; Petersens Auto Repair, Se-17.31; Petty Cash, Se-Su-Reim-184.85; Pieters Construction, Se-375.00; Reid Alden, Se-51.00; Sack Lumber Co., Su-261.02; Sherry Heskett, Reim-264.80; Stutheit Implement Co., Su-8.44; Town & Country Vet Clinic, Se-135.00; Tri-State Office Products, Su-80.92.

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 \$155.00. Council Member Bishop abstained from voting on said claim.

April 9, 2012

Page 2

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 for attendance at meetings was given for 2 library staff members to attend the Training Extravaganza on May 17th; for 12 firemen to attend fire school; and a representative to attend the Nebraska Community Forestry Conference/Tree City USA Recognition Day.

Mayor Kudrna proclaimed April 27, 2012 as Arbor Day.

The City Council confirmed the appointment of Kelsey Crawford to the Auburn Volunteer Fire Department.

Don Wright asked that the City consider placing speed limit signage or signage that would caution drivers to look out for children playing on M Street from Hwy 136 to 18th Street. The Street Committee will look at the situation.

Alan Jackson the Peru State College Marketing Class Professor spoke about working with the City to develop signage and logo concepts for Auburn.

Discussion was held concerning how future requests for city services from individuals outside of the City limits should be addressed and public comment was heard. No action was taken.

The bid of Pavers Inc. in the amount of \$232,986.15 for the 2012 Street Improvements Asphaltic Concrete Overlay project was accepted.

By the passage and adoption of Resolution No. 9-12, the City Council approved a grant of \$10,000 to Terry Fulton/TCB Contracting for the purpose of infill housing on the lot located at 1208 11th Street.

The sale of city-owned real estate (Lots Nine, Ten, Eleven, and Twelve) located in Block 29 of Sheridan Addition to Nevin and Lois Miller was approved by the passage and approval of Ordinance No. 5-12.

The sale of city-owned real estate (Lots One Hundred Six and One Hundred Seven) located in Crestview Addition to Brian Lavigne owner of Lavigne Construction Inc. was approved by the passage and approval of Ordinance No. 6-12.

The City Council approved the use of Auburn 10-DTR-105 Community Development Block Grant Commercial Rehab funding as suggested by the Revitalization Review Committee by the passage and adoption of Resolution No. 10-12.

CDBG #09-HO-6047 (Citywide Owner-Occupied Housing Rehabilitation Program) Drawdown #25 in the amount of \$2,382.00 and the related claims were approved.

CDBG #09-HO-6047 (Citywide Owner-Occupied Housing Rehabilitation Program) Drawdown #26 in the amount of \$160.00 and the related claims were approved.

The City Council approved Resolution No. 11-12 regarding the temporary use of the state highways for parades to be held in conjunction with the Nemaha County Fair.

With five Council Members (Critser, Kruger, Holtzman, Bishop, and Clark) voting in favor, and one Council Member (Billings) voting in opposition, authorization was given for the City to apply for a credit card pursuant to the terms of the Business Edition Visa Card application by the passage and adoption of Resolution No. 12-12.

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

April 9, 2012
Page 3

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

Ordinance No. 7-12, regarding qualification standards for keno sales outlets was approved.

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 5

Auburn, Nebraska
April 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 April 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 April 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, and Holtzman. 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".

Mayor Kudrna appointed Mary Kruger to the position of Council Member 1st Ward to fill the vacancy on the City Council created by Chris Erickson's resignation. Upon calling the roll, the following Council Members voted "YEA": Bishop, Clark, Critser, Holtzman, and Billings. The following voted "NAY": No one. The oath of office was administered by the City Clerk and Mary Kruger took her place at the City Council table.

Mayor Kudrna asked for nominations for Council President. Council Holtzman nominated Council Member Frank Critser; Seconded by Council Member Billings. There were no other nominations offered. Upon calling the roll on Council Member Frank Critser being elected Council President, the following Council Members voted "YEA": Clark, Kruger, Holtzman, Billings, and Bishop. The following voted "NAY": No one. Council Member Critser abstained from voting. Council Member Frank Critser was elected Council President.

Council Member Billings moved to dispense with the reading of the March 12, 2012 meeting's minutes and to approve the same as written. The foregoing motion was seconded by Council Member Holtzman and upon roll call vote, the following Council Members voted "YEA": Critser, Kruger, Holtzman, Billings, Bishop, and Clark. The following voted "NAY": No one. Motion: Carried.

City Council Member Bishop moved to approve the financial report; Seconded by Council Member Critser, and upon roll call vote, the following Council Members voted "YEA": Kruger, Holtzman, Billings, Bishop, Clark, and Critser. 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 Family Life Assurance Co., Wh-81.32; American Recycling & Sanitation, Se-145.00; Black Hills Energy, Ut-151.87; Black Hills Energy, Ut-24.85; Blue Cross-Blue Shield, Ins-9133.00; Board of Public Works, Ut-3619.52; Consolidated Management Co., Su-287.50; Consolidated Management Co., Su-79.25; Five Nines Technology Group, Se-40.00; Linda Bantz, Se-309.00; Mark Harms, Ex-500.00; Nemaha County, Se-4693.47; NE Dept. of Revenue, Keno Lic-100.00; Region V SENDS, Se-325.00; Ron KostECKA, DTR Grant-2025.00; Sonic Equipment Co., Keno Project Projector-33,000.00; Southeast NE Development District, CDBG Se-3258.42; The Standard, Ins-370.06; Time Warner Cable, Se-323.14; Verizon Wireless, Se-107.21; Windstream, Ut-170.93; Wright Express, Su-2467.74. The following claims (not previously approved by motion or resolution) were presented: Auburn Plumbing, Htg. & AC Inc., Se-155.00; Amazon, Bk-1324.35; Auburn Memorial Library Petty Cash, Su-96.73; Auburn Newspapers, Se-265.33; Baker & Taylor, Bk-68.48; Bohl Plumbing & Htg. Inc., Se-164.34; Bulldog Auto Parts, Su-477.83; Casey Agency Inc., Ins-439.00; Center Point Large Print, Bk-27.22; Concrete Industries Inc., Su-Se-723.75; Demco, Su-125.60; Dettmer Farm Service Inc., Su-997.50; Eakes Office Plus, Su-153.97; Ecolab, Su-221.16; Eggers Brothers Inc., Su-95.85; Emergency Repair Service Inc., Se-Re-6929.34; Filter Care, Se-32.70; Five Nines Technology Group, Se-75.00; Follet Software Co., Se-320.00; General Fire and Safety

Equipment, Se-43.00; Holiday Inn, Ex-224.85; Ikon Office Solutions, Se-74.62; Ingram, Bk-129.81; JEO Consulting Group Inc.; Se-7590.00; NE Dept. of Roads, Se-2861.25; NE Law Enforcement, Ex-50.00; Nemaha County Register of Deeds, Se-7.00; Nemaha County Sheriff, Se-3919.35; OCLC, Sub-43.56; Orscheln, Su-148.70; Petersens Auto Repair, Se-17.31; Petty Cash, Se-Su-Reim-184.85; Pieters Construction, Se-375.00; Reid Alden, Se-51.00; Sack Lumber Co., Su-261.02; Sherry Heskett, Reim-264.80; Stutheit Implement Co., Su-8.44; Town & Country Vet Clinic, Se-135.00; Tri-State Office Products, Su-80.92.

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

Council Member Holtzman moved to approve the claim submitted by Auburn Plumbing, Htg. & AC in the amount of \$155.00. The foregoing motion was seconded by Council Member Billings and upon roll call vote, the following Council Members voted "YEA": Holtzman, Billings, Clark, Critser, and Kruger. 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": Billings, Bishop, Clark, Critser, Kruger, and Holtzman. The following voted "NAY": No one. Motion: Carried.

Approval for attendance at meetings was requested for 2 library staff members to attend the Training Extravaganza on May 17th; for 12 firemen to attend fire school; and a representative to attend the Nebraska Community Forestry Conference/Tree City USA Recognition Day. Council Member Holtzman moved to allow attendance at meetings/trainings as requested; Seconded by Council Member Bishop and upon roll call vote, the following Council Members voted "YEA": Bishop, Clark, Critser, Kruger, Holtzman, and Billings. The following voted "NAY": No one. Motion: Carried.

Mayor Kudrna proclaimed April 27, 2012 as Arbor Day, which proclamation was:

Arbor Day Proclamation
Nebraska – Home of Arbor Day

- Whereas,* In 1872, J. Sterling Morton presented a resolution to the Nebraska Board of Agriculture to set aside a special day for the planting of trees, and
- Whereas,* on the first tree-planting holiday, called Arbor Day, more than one million trees were planted in Nebraska, and
- Whereas,* Arbor Day is now celebrated in all fifty states to observe the role of trees in our lives and to promote tree planting and care, and
- Whereas,* trees provide wood products, wildlife habitat, erosion control, clean the air, produce oxygen, and help to lower heating and cooling costs, and
- Whereas,* trees enhance our business areas and beautify our communities, and
- Whereas,* Auburn has been recognized as a Tree City USA for 36 years since the program's implementation and desires to continue its tree planting practices,

Now Therefore, I, Scott Kudrna, Mayor of the City of Auburn, Nebraska do hereby proclaim **April 27, 2012** as

Arbor Day

in the City of Auburn, and I urge all citizens to celebrate Arbor Day by planting a tree and to help support efforts to protect this valuable resource for future generations.

Mayor Kudrna appointed Kelsey Crawford to the Auburn Volunteer Fire Department. Upon calling the roll, the following Council Members voted "YEA": Clark, Critser, Kruger, Holtzman, Billings, and Bishop. The following voted "NAY": No one. Appointment: Confirmed.

Don Wright asked that the City consider placing speed limit signage or signage that would caution drivers to look out for children playing on M Street from Hwy 136 to 18th Street. The Street Committee will look at the situation.

Alan Jackson the Peru State College Marketing Class Professor spoke about working with the City to develop signage and logo concepts for Auburn.

Discussion was held concerning how future requests for city services from individuals outside of the City limits should be addressed and public comment was heard. No action was taken.

The bid tabulation for the 2012 Street Improvements Asphaltic Concrete Overlay was reviewed. It was noted that the bid was well under the engineer's estimate and that with good experience with the bidder in previous projects, JEO Consulting Group Inc. recommended that the bid of Pavers Inc. in the amount of \$232,986.15 be accepted. Council Member Holtzman moved to accept the bid of Pavers Inc. in the amount of \$232,986.15 for the 2012 Street Improvements Asphaltic Concrete Overlay project. The foregoing motion was seconded by Council Member Bishop and upon roll call vote, the following Council Members voted "YEA": Critser, Kruger, Holtzman, Billings, Bishop, and Clark. The following voted "NAY": No one. Motion: Carried.

Council Member Bishop moved to authorize and approve a grant of \$10,000 to Terry Fulton/TCB Contracting for the purpose of infill housing as proposed by the passage and adoption of Resolution No. 9-12. The foregoing motion was seconded by Council Member Holtzman and upon roll call vote, the following Council Members voted "YEA": Kruger, Holtzman, Billings, Bishop, Clark, and Critser. The following voted "NAY": No one. Motion: Carried. A true, correct and complete copy of said resolution is as follows:

RESOLUTION NO.9-12
Of
THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA

A RESOLUTION AUTHORIZING AND APPROVING A GRANT OF \$10,000.00 TO TERRY FULTON / TCB CONTRACTING FOR THE PURPOSE OF INFILL HOUSING ON THE LOT LOCATED AT 1208 11TH STREET, AUBURN, NEBRASKA.

WHEREAS, the City of Auburn published a Request for Proposals for the development of infill housing on vacant lots where dilapidated structures were previously removed, in which the City would provide a grant of \$10,000.00 for the development of a residence/housing structure on said vacant lot;

WHEREAS, Terry Fulton, owner of TCB Contracting submitted a Proposal for lot infill with a single family dwelling apartment/garage at 1208 11th Street, Auburn, Nebraska. Said proposal is attached hereto, marked as Exhibit "A" and incorporated herein by this reference;

WHEREAS, on or about April 3, 2012, Keep Auburn Beautiful (KAB), at committee meeting, after consideration of the Exhibit "A" and discussion with Terry Fulton, passed motion to recommend a grant of \$10,000.00 to Terry Fulton/TCB Contracting to complete infill housing on the above identified vacant lot pursuant to Exhibit "A";

WHEREAS, it is the understanding by and between the City and Terry Fulton/TCB Contracting, that the proposed infill house project shall be completed within 120 days of approval of this Resolution;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Auburn, Nemaha County, Nebraska, that the Council hereby authorizes and approves the grant of \$10,000.00 to TCB Contracting/Terry Fulton to fully and completely develop infill housing at 1208 11th Street, Auburn, NE. in conformity with Exhibit "A";

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of Auburn, Nemaha County, Nebraska, that said \$10,000.00 grant shall be awarded to TCB Contracting/Terry Fulton, by providing \$5,000.00 at the beginning of construction and the remaining \$5,000.00 upon final completion;

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of Auburn, Nemaha County, Nebraska, that the Mayor is hereby authorized to sign any agreement, stipulation, or any other documents necessary to carry out the terms and provisions of this Resolution.

Proposed Ordinance No. 5-12 confirming the sale of city-owned real estate (Lots Nine, Ten, Eleven, and Twelve) located in Block 29 of Sheridan Addition to Nevin and Lois Miller was presented for consideration. The Mayor announced that the introduction of the proposed Ordinance was in order.

ORDINANCE NO. 5-12
Confirm Sale of Lots

Lots 9, 10, 11 and 12 of Block 29, Sheridan Addition

Council Member Holtzman 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 Billings. Upon roll call vote, the following voted "YEA": Holtzman, Billings, Bishop, Clark, Critser, and Kruger. The following voted "NAY": No one.

Proposed Ordinance No. 6-12 confirming the sale of city-owned real estate (Lots One Hundred Six and One Hundred Seven) located in Crestview Addition to Brian Lavigne owner of Lavigne Construction Inc. was presented for consideration. The Mayor announced that the introduction of the proposed Ordinance was in order.

ORDINANCE NO. 6-12
Confirm Sale of Lots

Lots 106 and 107 in Crestview Addition

Council Member Holtzman 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 Billings. Upon roll call vote, the following voted "YEA": Clark, Critser, Kruger, Holtzman, Billings, and Bishop. The following voted "NAY": No one.

Council Member Billings moved to approve the use of Auburn 10-DTR-105 Community Development Block Grant Commercial Rehab funding as suggested by the Revitalization

Review Committee by the passage and adoption of Resolution No. 10-12. The foregoing motion was seconded by Council Member Bishop and upon roll call vote, the following Council Members voted "YEA": Holtzman, Billings, Bishop, Clark, Critser, and Kruger. The following voted "NAY": No one. Motion: Carried. A true, correct and complete copy of said resolution is as follows:

RESOLUTION NO. 10-12
CommRehabGrant&Loan Aub 10-DTR-105

TO APPROVE USE OF COMMUNITY DEVELOPMENT BLOCK GRANT COMMERCIAL REHAB FUNDING AS SUGGESTED BY THE REVITALIZATION REVIEW COMMITTEE

SUGGESTED ACTIONS OF REVITALIZATION REVIEW COMMITTEE ON APRIL 3, 2012:

Property #22 (916 Central Avenue): grant \$2,175.00, loan of \$2,175.00, match of \$1,450.00

Property #23 (1213 K Street): grant \$5,512.50.00, loan \$5,512.50, match of \$3,675.00

Property #24 (923 Central Avenue): grant \$42,975.00, match \$14,325.00

Property #25 (1423 19th Street): grant \$15,000.00, match \$5,000.00

Property #26 (1222 J Street): grant \$1,237.50, loan \$1,237.50, match \$825.00

Property #27 (919-921 Central Avenue): grant \$2,175.00, match \$725.00

Property #28 (1213 K Street): grant \$1,606.25, loan \$1,606.25, match \$2,220.50

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

WHEREAS, CDBG funds for commercial rehabilitation are to be used for making grants and loans to private businesses and property owners in accordance with the City's CDBG Downtown Revitalization Plan, program, and governing regulations, and,

WHEREAS, the City has previously adopted an amended Downtown Revitalization Plan meeting the requirements of the Community Development Block Grant program and,

WHEREAS, the City of Auburn CDBG Revitalization Review Committee, has recommended commercial rehabilitation applications presented by these area property owners as spelled out in the Memorandum of Understanding (MOU) to finance construction for commercial rehab, and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Auburn, Nebraska hereby approves a total granted amount of \$70,681.25 and total loaned amount of \$10,531.25 to the Round #6 applicants (6 properties) subject to the City's CDBG Downtown Revitalization Plan, program guidelines and regulatory provisions governing the Downtown Revitalization Plan and subject to the specific MOU's signed regarding each applicant.

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 suggested grant and loan amounts, contingent upon approval of the property owners and City Attorney as to form.

Council Member Holtzman moved to approve CDBG #09-HO-6047 (Citywide Owner-Occupied Housing Rehabilitation Program) Drawdown #25 in the amount of \$2,382.00 and the related claims. The foregoing motion was seconded by Council Member Billings and upon roll call vote, the following Council Members voted "YEA": Billings, Bishop, Clark, Critser, Kruger, and Holtzman. The following voted "NAY": No one. Motion: Carried.

Council Member Holtzman moved to approve CDBG #09-HO-6047 (Citywide Owner-Occupied Housing Rehabilitation Program) Drawdown #26 in the amount of \$160.00 and the related claims. The foregoing motion was seconded by Council Member Billings and upon roll call

vote, the following Council Members voted "YEA": Bishop, Clark, Critser, Kruger, Holtzman, and Billings. The following voted "NAY": No one. Motion: Carried.

Council Member Holtzman moved to approve Resolution No. 11-12 regarding the temporary use of the state highways for parades to be held in conjunction with the Nemaha County Fair. The foregoing motion was seconded by Council Member Bishop and upon roll call vote, the following Council Members voted "YEA": Clark, Critser, Kruger, Holtzman, Billings, and Bishop. The following voted "NAY": No one. Motion: Carried. A true, correct and complete copy of said resolution is as follows:

RESOLUTION NO.11-12
Of
THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA

A RESOLUTION ACKNOWLEDGING THAT THE CITY ACCEPTS THE DUTIES SET OUT IN NEB. REV. STAT. §39-1359(2), FOR THE TEMPORARY USE OF THE STATE HIGHWAYS, US HWY 75 AND US HWY 136, BY THE CITY FOR THE HOLDING OF A SPECIAL EVENT DESIGNATED BY THE CITY.

WHEREAS, The City of Auburn is requesting temporary use of US HWY 75 and US HWY 136 for a parade on Friday, July 13, 2012 and Saturday, July 14, 2012, in conjunction with the Nemaha County Fair;

WHEREAS, Pursuant to Nebraska Law, the Auburn City Council must formally acknowledge acceptance of the duties set out in NEB. REV. STAT. §39-1359(2) for a special event permit with the Nebraska Department of Roads (NDOR);

WHEREAS, The Auburn City Council is aware of the duties and obligations set upon the City in Neb. Rev. Stat. §39-1359(2) and formally accepts the same herein;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Auburn, Nebraska, that the City shall have the legal duty to protect highway property from any damage that may occur arising out of the parade scheduled for Friday, July 13, 2012 and Saturday, July 14, 2012; and the State of Nebraska shall not have any such duty during the time the City of Auburn is in control of the Highways as specified in the notice provided pursuant to NEB. REV. STAT. §39-1359(3);

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of Auburn, Nebraska, that upon a claim being made against the State of Nebraska, the City shall indemnify, defend, and hold harmless the State of Nebraska from all claims, demands, actions, damages, and liability, including reasonable attorney's fees, which may arise as a result of the City's special event permit with the NDOR FOR July 13, 2012 and July 14, 2012.

Council Member Bishop moved that the City apply for a credit card pursuant to the terms of the Business Edition Visa Card application by the passage and adoption of Resolution No. 12-12. The foregoing motion was seconded by Council Member Clark and upon roll call vote, the following Council Members voted "YEA": Critser, Kruger, Holtzman, Bishop, and Clark. The following voted "NAY": Billings. Motion: Carried. A true, correct and complete copy of said resolution is as follows:

RESOLUTION NO. 12-12
Of
THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA

A RESOLUTION AUTHORIZING THE APPLICATION FOR AND THE USE OF A CITY CREDIT CARD PURSUANT TO THE TERMS OF THE BUSINESS EDITION VISA CARD APPLICATION

WHEREAS, there are times when the ordering and purchasing of necessary items to be used by City requires the use of a credit card;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Auburn, Nemaha County, Nebraska, that the Mayor is hereby authorized to sign any agreement, stipulation, or any other documents necessary to carry out the terms and provisions of this Resolution.

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

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

Ordinance No. 7-12, regarding qualification standards for keno sales outlets was presented for consideration. The Mayor announced that the introduction of the proposed Ordinance was in order.

ORDINANCE NO. 7-12
Qualification Standards for Keno Sales Outlets

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": Kruger, Holtzman, Billings, Bishop, Clark, and Critser. The following voted "NAY": No one.

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": Bishop, Clark, Critser, Kruger, Holtzman, and Billings. 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 April 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

City Council Proceedings
April 17, 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 April 17, 2012, at 7:00 o'clock P.M., in Special Meeting, open to the general public.

The meeting was called to order by Council President Frank Critser. Upon roll call, the following members of the City Council were present: Billings, Clark, Critser, Holtzman, and Kruger. Absent: Mayor Kudrna and Council Member Bishop.

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

The request by Auburn Discount Liquor for a Special Designated License for a wine tasting event to be held on May 5, 2012 was approved.

It was noted that a request by David Rieger to use his property to operate a refuse and recycling business has been received. No action was taken by the City Council. The City Attorney will contact Mr. Rieger regarding the additional information required and the procedure to be followed.

No action was taken regarding the city ordinance banning on street parking or regarding CDBG Ed-RLF ReUse Loan #95-05-03.

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

Sherry Heskett
City Clerk

Frank Critser
Council President

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

AGENDA ITEM
NO 5

Auburn, Nebraska
April 17, 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 April 17, 2012, at 7:00 o'clock P.M., in Special Meeting, open to the general public. Advance notice of said Special 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 April 13, 2012. Council President Frank Critser 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 Council President Frank Critser. Upon roll call, the following members of the City Council were present: Billings, Clark, Critser, Holtzman, and Kruger. Absent: Mayor Kudrna and Council Member Bishop.

Council President Critser 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 Billings moved to approve the request by Auburn Discount Liquor for a Special Designated License for a wine tasting event to be held on May 5, 2012. The foregoing motion was seconded by Council Member Holtzman and upon roll call vote, the following Council Members voted "YEA": Clark, Critser, Holtzman, Kruger, and Billings. The following voted "NAY": No one. Motion: Carried.

It was noted that a request by David Rieger to use his property to operate a refuse and recycling business has been received. No action was taken by the City Council. The City Attorney will contact Mr. Rieger regarding the additional information required and the procedure to be followed.

No action was taken regarding the city ordinance banning on street parking or regarding CDBG Ed-RLF ReUse Loan #95-05-03.

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

Council President Critser declared the meeting adjourned.

Frank Critser, Council President

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 City Council on April 17, 2012; that all of the subjects included in the foregoing proceedings were contained in the agenda for the

April 17, 2012

Page 2

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 4/2012, FISCAL 7/2011

AGENDA ITEM
 NO 6

ACCOUNT TITLE	LAST REPORT			BALANCE
	ON HAND	RECEIVED	DISBURSED	
GENERAL CHECKING	351,600.88	114,472.05	65,222.22	400,850.71
STREET CHECKING	78,590.95	35,720.57	45,324.10	68,987.42
STREET BOND/WARRANT CHECKING	98,751.45	14,379.34		113,130.79

TOTAL CHECKING:	528,943.28	164,571.96	110,546.32	582,968.92
TOTAL NSF A/R	.00	.00	.00	.00
TOTAL FIRE DEPT SINKING	8,925.26	.00	.00	8,925.26
TOTAL KENO OPER CHECKING:	.00	.00	.00	.00
TOTAL KENO RESERVE MMA:	25,000.00	4.10	.00	25,004.10
TOTAL KENO CHECKING	71,871.42	8.85	.00	71,880.27
TOTAL CDBG CHECKING	7,967.56	2,542.00	2,541.85	7,967.71
TOTAL CDBG ED MMA:	4,028.18	15,124.92	.00	19,153.10
TOTAL CDBG HD SAVINGS:	3,853.16	565.33	.00	4,418.49
TOTAL CRA CHECKING	366,603.89	28,023.40	18.40	394,608.89
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:	1,431,347.91	210,840.56	113,106.57	1,529,081.90
=====				

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

**** CITY OF AUBURN ****
 ACCOUNTS PAYABLE ACTIVITY
 CLAIMS REPORT

AGENDA ITEM
 NO 7

VENDOR NAME	REFERENCE	

	GENERAL FUND	
	ADMIN	
AUBURN STATE BANK	SALES TAX BONDS DATED 11-01-10	1,615.00
FIVE NINES TECHNOLOGY GROUP	CITY HALL BACKUP	6,735.68
REGION V-SENDS	CLEANING	135.00
TIME WARNER CABLE	PHONE	204.75
		=====
	ADMIN	8,690.43
	POLICE DEPARTMENT	
CONSOLIDATED MANAGE CO	J NEEMAN MEALS	172.25
WRIGHT EXPRESS FSC	FUEL	397.97
		=====
	POLICE DEPARTMENT	570.22
	FIRE DEPARTMENT	
BLACK HILLS ENERGY	NAT GAS	47.34
TIME WARNER CABLE	PHONE/INTERNET	94.17
		=====
	FIRE DEPARTMENT	141.51
	PARK DEPARTMENT	
BOARD OF PUBLIC WORKS	ELECTRIC	313.01
		=====
	PARK DEPARTMENT	313.01
	SR. CENTER DEPARTMENT	
REGION V-SENDS	CLEANING	190.00
		=====
	SR. CENTER DEPARTMENT	190.00
	POOL DEPARTMENT	
BLACK HILLS ENERGY	NAT GAS	18.60
NE DEPT. OF REVENUE	FORM 10 JAN-MAR 2012-03	7.73
TIME WARNER CABLE	PHONE	39.29
		=====
	POOL DEPARTMENT	65.62
		=====
	GENERAL FUND	9,970.79
	STREET FUND	
	ADMIN	
TIME WARNER CABLE	PHONE	39.29
TRINITY	WHEEL LOADER PAYMENT	22,590.20

VENDOR NAME	REFERENCE	VENDOR TOTAL
	ADMIN	22,629.49
	STREET FUND	22,629.49
	CDBG GRANT FUND	
	ADMIN	
SOUTHEAST NE DEVELOPMENT DIST.	HO6047 DD#25 ADMIN	2,542.55
	ADMIN	2,542.55
	CDBG GRANT FUND	2,542.55
	COMM REDEVELOP AUTHORITY	
	ADMIN	
AUBURN NEWSPAPERS	RFP PHASE 6	18.40
	ADMIN	18.40
	COMM REDEVELOP AUTHORITY	18.40
**** PAID	TOTAL ****	35,161.23
***** REPORT TOTAL *****		35,161.23

VENDOR NAME	REFERENCE	

GENERAL FUND		
ADMIN		
AMERICAN FAMILY LIFE ASSUR CO	GEN AFLAC INS WH	54.80
AMERICAN LEGAL PUBLISHING	CODE OF ORDINANCES	2,340.00
AMERICAN RECYCLING SANITATION	TRASH	145.00
ANGELO M. LIGOURI	HOURLY RATE LEGAL CDBG	13,106.64
AUBURN NEWSPAPERS	ATTN RESIDENTS & CONTRACTORS	386.85
AWARDS UNLIMITED INC.	KEY TO THE CITY	39.20
BLUE CROSS-BLUE SHIELD	HEALTH INS	2,067.55
BOARD OF PUBLIC WORKS	ELECTRIC	158.14
CASEY'S GENERAL STORES, INC.	REIM PUBLICATION	11.29
EAKES OFFICE PLUS	PAPER	95.70
FIVE NINES TECHNOLOGY GROUP	ANIVIRUS/ANTIMALWARE	873.70
GENERAL FIRE AND SAFETY EQUIPM	BATTERY/LABOR	601.70
GLENN'S CORNER MARKET	SUPPLIES	151.83
GRIMMS GARDENS	TREES	169.98
ICC BIRMINGHAM DISTRICT	BLDG JOURNAL/NEWSLETTER	125.00
MARY KRUGER	MILEAGE	78.81
MID CON SYSTEMS INC.	ENVIRO SAFE	324.57
NEBRASKA FOREST SERVICE	MARY KRUGER CONFERENCE	5.00
ORSCHELN	LAG BOLTS	4.01
PAMIDA INC. 182	WINDEX, BAGS, PAPER TOWELS	36.25
REGION V-SENDS	CLEANING	135.00
SCOTT KUDRNA	TERMITE KILLER	42.78
ARBOR DAY FOUNDATION	STICKERS/BROCHURES	38.65
THE STANDARD	LIFE INS	70.89
TRI-STATE OFFICE PRODUCTS	SIGNATURE STAMP	45.18
XEROX CORPORATION	SERV AGREEMENT	741.17
		=====
	ADMIN	21,849.69
POLICE DEPARTMENT		
ACTION TECHNOLOGY SERVICES INC	MAY CONTRACTED SUPPORT	300.00
AUBURN FAMILY HEALTH CENTER PC	MEDICAL SERVICES	108.00
BLUE CROSS-BLUE SHIELD	HEALTH INS	4,507.39
GALLS AN ARAMARK COMPANY	MOCEAN PANTS/POLO	104.47
JACK'S UNIFORMS & EQUIPMENT	LIGHT BAR	1,924.01
NEMAHA COUNTY	RENT AND DISPATCHING	4,693.47
NEMAHA COUNTY SHERIFF	LAW ENFORCEMENT COVERAGE	3,648.20
SACK LUMBER COMPANY	RED CLOTH TAPE	2.99
THE AUBURN SPORT SHOP	NEEMAN/BAKER BOOTS	295.98
THE STANDARD	LIFE INS	101.13
TRITECH FORENSICS	SEX ASSULT EVID COLLECTION	131.85
WINDSTREAM NEBRASKA INC	PHONE	128.32
		=====
	POLICE DEPARTMENT	15,945.81
FIRE DEPARTMENT		
ARBOR MANOR	FIREMAN'S BANQUET	1,461.36
BOARD OF PUBLIC WORKS	ELECTRIC	194.29

VENDOR NAME	REFERENCE	VENDOR TOTAL
BULLDOG AUTO PARTS	UNIT 14 FILTER/CAPS	74.91
LYNCH'S HARDWARE & GIFTS	SUMP PUMP, DUST MOP, ETC	191.62
ORSCHELN	PRIMER PURPLE, COUPLING	108.75
PETERSENS AUTO REPAIR	#14 BUCKET TRUCK	490.05
SCOTT KUDRNA	TERMITE KILLER	42.77
THE STANDARD	LIFE INS	136.40
TIME WARNER CABLE	PHONE	86.77
		=====
	FIRE DEPARTMENT	2,786.92
	PARK DEPARTMENT	
AMERICAN LAWCARE INC.	SPARY/FERTILIZE	1,100.00
AUBURN NEWSPAPERS	SUMMER HELP WANTED	41.50
AUBURN PLUMBING, HTG & AC INC.	SHIM	348.74
BOARD OF PUBLIC WORKS	ELECTRIC	1,813.81
BOHL PLUMBING & HEATING INC.	URINAL SPUD	19.00
BULLDOG AUTO PARTS	WARRIOR/OIL	11.98
EGGERS BROTHERS INC	KTI TOOLS	83.59
GLENN'S CORNER MARKET	1TP REC COMPLEX	290.75
GRAINGER	REC COMPLEX/ICE MACH FILTER	75.55
LEROY HOLTHUS	SPRAY PINE TREES	150.00
LYNCH'S HARDWARE & GIFTS	FLOURESCENT LIGHT	13.99
MID CON SYSTEMS INC.	ENVIRO SAFE	374.57
ORSCHELN	MULCH	403.43
SACK LUMBER COMPANY	CRACKS AT TENNIS COURT	251.70
SCOTT KUDRNA	FIELD PAINT	1,073.27
STUTHEIT IMPLEMENT CO.	WARRIORS	170.60
TIME WARNER CABLE	PHONE	39.29
		=====
	PARK DEPARTMENT	6,261.77
	SR. CENTER DEPARTMENT	
BOARD OF PUBLIC WORKS	ELECTRIC	154.84
HOMETOWN BRAND APPLIANCES	REPAIR FRIDGE	85.94
REGION V-SENDS	CLEANING	190.00
SCOTT KUDRNA	TERMITE KILLER	42.78
		=====
	SR. CENTER DEPARTMENT	473.56
	LIBRARY DEPARTMENT	
AMAZON	BOOKS	1,203.20
AMERICAN RECYCLING SANITATION	TRASH	38.50
AUBURN MEM. LIBRARY PETTY CASH	POSTAGE/ILL	83.15
AUBURN NEWSPAPERS	3/1 GROUND BREAKING CERM	154.20
BAKER & TAYLOR	BOOKS	94.65
BLACK HILLS ENERGY	NATURAL GAS	19.38
BLUE CROSS-BLUE SHIELD	HEALTH INS	952.16
BOARD OF PUBLIC WORKS	ELECTRIC	983.32
DELL BUSINESS CREDIT	STATE AID	1,197.84
DEMCO	SUPPLIES	123.47
FIVE NINES TECHNOLOGY GROUP	BACKUP	40.00

VENDOR NAME	REFERENCE	VENDOR TOTAL
LINDA BANTZ	CLEANING	309.00
OCLC INC	ILL	43.12
PAMIDA INC. 182	TRASH BAGS	27.98
R.C. BOOTH ENTERPRISES	COMBO PLAT & TAM BOOK	30.00
THE STANDARD	LIFE INS	20.95
TRI-STATE OFFICE PRODUCTS	COPY PAPER	79.98
WINDSTREAM NEBRASKA INC	PHONE	100.02
		=====
	LIBRARY DEPARTMENT	5,500.92
	POOL DEPARTMENT	
BLACK HILLS ENERGY	NATURAL GAS	18.60
BOARD OF PUBLIC WORKS	ELECTRIC	80.29
BULLDOG AUTO PARTS	CLAMP	26.38
NICHOLS MASONRY	BRICK WALL	7,000.00
SCOTT KUDRNA	TERMITE KILLER	42.77
		=====
	POOL DEPARTMENT	7,168.04
		=====
	GENERAL FUND	59,986.71
	STREET FUND	
	ADMIN	
AMERICAN FAMILY LIFE ASSUR CO	ST AFLAC INS WH	26.52
AUBURN NEWSPAPERS	SUMMER HELP WANTED	41.50
BEARD'S SALVAGE INC.	REBAR	32.85
BLACK HILLS ENERGY	NATURAL GAS	24.74
BLUE CROSS-BLUE SHIELD	HEALTH INS	1,605.90
BOARD OF PUBLIC WORKS	ELECTRIC	2,215.39
BULLDOG AUTO PARTS	#20 FILTER/CLEANER	28.66
EGGERS BROTHERS INC	OIL FILTER	75.75
FILTER CARE	CLEANED #20	7.05
JEO CONSULTING GROUP INC.	BIDDING/NEGOTIATION	4,900.00
MARK HARMS	USE OF PROPERTY	500.00
MID CON SYSTEMS INC.	NO MAR	163.86
NEBRASKA UC FUND	REIMBURSABLE BENEFIT CHARGES	84.08
ORSCHELN	BULB	18.16
PAMIDA INC. 182	CITY T-SHIRTS	53.91
STUTHEIT IMPLEMENT CO.	CROSS WALK	74.90
THE STANDARD	LIFE INS	43.84
		=====
	ADMIN	9,897.11
		=====
	STREET FUND	9,897.11
	CDBG GRANT FUND	
	REUSE ED	

VENDOR NAME	REFERENCE	VENDOR TOTAL

SOUTHEAST NE DEVELOPMENT DIST.	REUSE ED ADMIN BILLING 3	318.53
		=====
	REUSE ED	318.53
		=====
	CDBG GRANT FUND	318.53
**** PAID	TOTAL ****	70,202.35
		=====
***** REPORT TOTAL	*****	70,202.35
		=====

Kris Baker

From: Jennifer Bliven [jennifer@taser.com]
Sent: Monday, April 16, 2012 5:30 PM
To: Undisclosed recipients
Subject: 2012 Nebraska TASER X26/X2 Instructor Courses

**AGENDA ITEM
NO 8**

TASER X26 and X2 Instructor Courses

Where: Ravenna, NE

When: Monday, June 4th and Tuesday, June 5th, 2012

Where: Nebraska City, NE

When: Tuesday, June 12th and Wednesday, June 13th, 2012

Cost: X26 AND X2 - \$350 New Certification or \$175 Re-Certification (There is no price increase for additional product training!)

Registration: Please visit the Training page of our website, www.TASER.com, in order to register for this X26 and X2 Instructor course class. Please be sure to review the registration directions listed on that page. Payment arrangements MUST be made with the Northeast Wisconsin Technical College (NWTC) in order to confirm your enrollment in the class.

This course will certify you to instruct others on the use of the TASER X26 and the X2 Electronic Control Devices (ECD). Due to the demand on X2 Instructor certification, we have combined the two products into one class.

This course has an online component that MUST be completed three days prior to attending the practical portion of instruction with a TASER Master Instructor. Once registered from one of the links below, the student will receive an email confirmation from NWTC with their username and password. This will allow them to access the Blackboard online training. Course space is limited. Those who will be certifying as a TASER instructor for the first time will need to complete four hours of online training and attend two days of training with a TASER Master Instructor. Re-certifying TASER Instructors will need to complete eight hours of online training and attend the SECOND day (Day 2) only of the practical session. The X2 certification is part of Day 2.

If you have any questions, please feel free to contact Training@TASER.com or 1-800-978-2737 option #7. If you would like to be removed from our notifications, email Unsubscribe@TASER.com.



2012 MUNICIPAL ACCOUNTING & FINANCE CONFERENCE

Ramada Inn, Kearney
June 20-22, 2012



TENTATIVE CONFERENCE PROGRAM

AGENDA ITEM
NO

8

Wednesday, June 20, 2012

- 12 pm Registration (for Preconference Seminar)
- 12:30-1:30 pm Lunch at the Ramada Inn
- 1:30-4:30 pm **PRECONFERENCE SEMINAR: Labor Relations Update:** Information you need to know about hiring procedures, job descriptions, personnel policies; discrimination issues – ADA, Title VII, social media, etc.; and termination issues in the public sector.
Bill Harding, Attorney, Harding & Shultz; Labor and Employment Law Counsel for LNM; Legal Counsel for LARM
Bobby Truhe, Attorney, Harding & Shultz
Jerry Pigsley, Attorney, Harding & Shultz

Thursday, June 21, 2012

- 7:30 am Registration: Visit Display Area (Coffee and Rolls Available)
- 8-9:15 am **Budget Update: Budget Forms, Lid Laws and Related Issues for FY 12-13**
Deann Haeffner, CPA, Deputy State Auditor, State Auditor's Office
Gary Krumland, Assistant Director/Legal Counsel, LNM
- 9:15-9:30 am Break: Visit Display Area (Coffee and Rolls Available)
- 9:30-10:30 am **How to Successfully Engage the Public in the Budget Process and In other Municipal Issues**
- 10:30-10:45 am Break: Visit Display Area (Coffee and Rolls Available)
- 10:45-11:45 am **League Legislative Report**
L. Lynn Rex, Executive Director, LNM
- 11:45 am-1 pm Lunch and Welcome
Sheila Lindberg, Finance Director of La Vista and Chair of MAFC Committee
- 1-1:15 pm **Business Meeting**
- 1:15-2:15 pm **Concurrent Sessions:**
- A. Identity Theft and Fraud Prevention
(Session repeated at 3:45 pm)
 - B. Panel on Available Environmental Funding
 - C. GASB 54: The New Fund Balance
(Session repeated at 2:30 pm)
- 2:15-2:30 pm Break: Visit Display Area
- 2:30-3:30 pm **Concurrent Sessions:**
- A. How to Structure an Effective Wellness Plan and Determine the Return on Investment
 - B. IRS Update
(Session repeated at 3:45 pm)
 - C. GASB 54: The New Fund Balance
(Repeat of 1:15 pm session)

Thursday, June 21, 2012 (con't.)

3:30-3:45 pm Break: Visit Display Area

3:45-4:45 pm Concurrent Sessions:
A. Identity Theft and Fraud Prevention
(Repeat of 1:15 pm session)

B. IRS Update
(Repeat of 2:30 pm session)

C. 1) EMMA: How to Benefit From a New Electronic Municipal Market Access (EMMA) System
2) Other Financing Tools

Please make arrangements to network with other delegates and enjoy the many restaurants and activities in Kearney.

Friday, June 22, 2012

6 am Visit Display Area (Coffee and Rolls Available)

8:30-9:30 am Concurrent Sessions:
A. Utilities Update
B. New ADA Regulations
(Session repeated at 11 am)
C. Gaining Efficiency Through Information Technology Governance
(Session repeated at 9:45 am)

9:30-9:45 am Break: Visit Display Area (Coffee and Rolls Available)

9:45-10:45 am Concurrent Sessions:
A. State Sales Tax Reporting Requirements Update
(Session repeated at 11 am)
B. Wastefinder Green App: How to use portable tools to track your recyclables and difficult waste to find thousands of new dollars for your municipality
C. Gaining Efficiency Through Information Technology Governance
(Repeat of 8:30 am session)

10:45-11 am Break: Visit Display Area

11 am-12 pm Concurrent Sessions:
A. State Sales Tax Reporting Requirements Update
(Repeat of 9:45 am session)
B. New ADA Regulations
(Repeat of 8:30 am session)
C. Grants Management When Dealing with the Nebraska Department of Roads

12 pm Adjournment
Hotel Checkout – Have a safe trip home!



2012 MUNICIPAL ACCOUNTING & FINANCE CONFERENCE

Ramada Inn, Kearney
June 20-22, 2012



Delegate Registration

Municipality: _____

Name (as you want it to appear on name tag): _____

Title: _____ Spouse (if attending): _____

First League Conference? Yes _____ No _____

Check # _____ enclosed for \$ _____ (Advanced payment encouraged)

Billing address: _____

Phone: _____ Email: _____

	Through May 30	After May 30
Wednesday Preconference seminar:	_____ \$95	_____ \$120
Thursday & Friday Conference: (Includes handbook; meals are extra)		
Per municipal official, League member	_____ \$255	_____ \$275

Conference Total: \$ _____

Meals: (not included in registration fee; indicate number needed by May 30)

Wednesday Buffet Luncheon	_____	\$19
Thursday Buffet Luncheon	_____	\$19

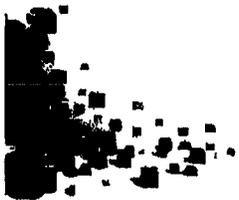
Meals Total: \$ _____

Grand Total: \$ _____

Conference Information

- ❖ Preregistration deadline is **May 30**. Registrations received after this date will incur higher registration costs and are not guaranteed handbooks.
- ❖ Advanced registrations not cancelled by **May 30** or "no shows" will be billed for any handbooks or meal tickets reserved.
- ❖ If you need special accommodations or equipment at this conference, contact the League office by **May 30**.
- ❖ Additional conference handbooks must be ordered by **May 30**: \$50 each.

Mail registration and payment to: League of Nebraska Municipalities, 1335 L Street, Lincoln, NE 68508, or fax 402-476-7052



2012 MUNICIPAL ACCOUNTING & FINANCE CONFERENCE

Ramada Inn, Kearney
June 20-22, 2012



Conference and Hotel Information

- ❖ All conference sessions will be held at the Ramada Inn at 301 Second Avenue, Kearney, NE 68847.
- ❖ To make room reservations at the Kearney Ramada Inn, call 1-308-237-3141.
- ❖ The room rate at the Ramada Inn is \$73 for 1-4 persons.
- ❖ The room block at the Ramada Inn will be released **May 19, 2012**. Contact the hotel before that date to secure a reservation.
- ❖ Check-in time is 4:00 p.m.; check-out time is 11 a.m.
- ❖ If you want a written confirmation number, please request it when making your reservations.
- ❖ Preregistration deadline for delegates is **May 30**. Registrations received after this date will incur higher registration costs and are not guaranteed handbooks.
- ❖ Advance registrations not cancelled by **May 30** or "no shows" will be billed for reserved display tables, handbooks and any meal tickets.
- ❖ If you need special accommodations or equipment at this conference, contact the League office by **May 30**.
- ❖ Additional conference handbooks: \$50 each. (If registration is not cancelled by **May 30**, delegate may be charged for a handbook.)
- ❖ To meet printing schedules for the conference materials, sponsor fund or display table information must be returned by **May 30**.
- ❖ For your comfort, we recommend that you wear layered clothing, or bring a jacket, because heating and cooling conditions may vary.

Certified Local Government Program

What is it? The Certified Local Government (CLG) Program offers recognition to local governments that through their own initiative have established local historic preservation programs.

What does the program do for a city?

- The goal of the program is to increase local preservation activities and link local governments with the nationwide preservation network made up of a variety of federal, state and local organizations.
- All Certified Local Governments are eligible for grants to assist in the implementation of local preservation programs. These grants can be used to finance a variety of preservation related activities including survey work, preparation of National Register nominations, education programs, publications, staff support, workshops, and preservation events.
- Besides being eligible for grants, Certified Local Governments receive technical assistance and training from the State Historic Preservation Office about historic preservation.

How do communities become active Certified Local Governments? Communities receive CLG status when the Nebraska State Historic Preservation Office and the National Park Service certify that the local government has established its own historic preservation commission and a program meeting federal and state standards.

What are the benefits of becoming a CLG?

- A Certified Local Government is eligible to receive matching funds from the Nebraska State Historic Preservation Office that are unavailable to non-Certified Local Governments.
- Contributing buildings within local landmark districts may be eligible for preservation tax incentives without being listed on the National Register of Historic Places.
- Certified Local Governments have an additional tool when considering planning, zoning and land use issues through their landmarking and survey programs.
- Certified Local Governments have the ability to monitor and preserve structures that reflect the community's heritage.
- Certified Local Governments have access to a nationwide information network of local, state, federal and private preservation institutions.
- Finally, but not least, a Certified Local Government, through its ordinance and commission, has a built-in mechanism to promote pride in and understanding of a community's history.

What are the qualifications to become a CLG?

- Establish a historic preservation ordinance that includes protection for historic properties at a level the community decides is appropriate.
- Create a preservation commission to oversee the preservation ordinance and the Certified Local Government program.
- Provide for public education and participation, including progress of nominating properties to the National Register of Historic Places.
- Conduct and maintain a survey and inventory of historic properties.



For More Information:
Audrey Mohr
Nebraska State Historical Society
1500 R Street, PO Box 82554
Lincoln, NE 68501-2554
402-471-4775
audrey.mohr@nebraska.gov

National Register of Historic Places

What is it? The National Register of Historic Places is the nation's inventory of properties deemed worthy of preservation. It is part of a national program to coordinate and support public and private efforts to identify, evaluate, and protect our historic and archeological resources.

Who runs it? The National Register is maintained by the National Park Service. In Nebraska, the National Register is administered by the Nebraska State Historical Society and is part of the efforts of the State Historical Society State Historic Preservation Office to promote preservation.

Why does it exist? The National Register was developed to recognize historic places and those who contributed to our country's heritage. These properties--whether districts, sites, buildings, structures, or objects-- are architecturally or archeologically significant or historically significant for their associations with important persons or events.

What properties are relevant? The National Register is designed to include properties of importance in every locality, not just great national landmarks. A general store, a community's park, a main street, or the remains of a prehistoric village may be eligible for inclusion in the National Register just as the Nebraska State Capitol is eligible.

How does a property get recognized? Many of Nebraska's properties listed on the National Register are identified through county and statewide surveys performed as part of the ongoing Nebraska Historic Buildings Survey. These properties represent important themes in state and local history and are nominated to the National Register under statewide planning efforts.

Property owners are encouraged to contact the preservation office in order to bring their building to the attention of the Preservation Office

How does the National Register interact with other preservation programs? Inclusion on the National Register of Historic Places provides the basis for participation in most state and federal preservation programs, including the Valuation Incentive Program and Federal Tax Incentives.

Listing a property on the National Register DOES:

- Provide prestigious recognition to significant properties
- Encourage the preservation of historic properties
- Provide information about historic properties for local and statewide planning purposes
- Help promote community development, tourism, and economic development
- Provide basic eligibility for financial incentives, when available

The National Register DOES NOT:

- Restrict in any way a private property owner's ability to alter, manage or dispose of a property
- Require that properties be maintained, repaired or restored
- Invoke special zoning or local landmark designation
- Allow the listing of individual private property over an owner's objection
- Allow the listing of historic districts over a majority of property owners' objections
- Require public access to private property



For More Information:

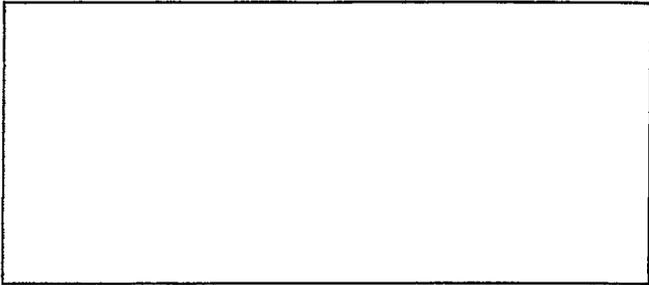
Audrey Mohr
Nebraska State Historical Society
1500 R Street, PO Box 82554
Lincoln, NE 68501-2554
402-471-4775
audrey.mohr@nebraska.gov

Legion
2012

AGENDA ITEM
NO 12

**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/



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) 55433 I

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 Street

CITY Auburn Nebr 68305 ZIP 68305

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

BUILDING NAME American Legion Club

ADDRESS: 909 I Street CITY Auburn

ZIP 68305 COUNTY and COUNTY # Nemaha

- 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 their 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>7-13-12</u>	Date _____				
Hours _____	Hours _____	Hours _____	Hours _____	Hours _____	Hours _____
From <u>7:00 am</u>	From _____				
To <u>12:00</u>	To _____				

a. Alternate date: _____

b. Alternate location: _____
 (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
 Outdoor area dimensions of area to be covered IN FEET North Side of American Region
 (not square feet or acres)

INCLUDE SKETCH IF OUTDOOR AREA

If outdoor area, how will premises be enclosed?
 Fence ; type of fence; snow fence chain link cattle panel other _____
 Tent
 Other explain _____

8. How many attendees do you expect at event? 7

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)
Auburn Fire Department will be are seriously watch all area of fence in area

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. Where will you be purchasing your alcohol? Wholesaler Retailer Both BYO

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.

Print name of Event Supervisor RICHARD L STICK

Signature of Event Supervisor Richard L Stick

Phone of Event Supervisor: Before 402.227-7074 During 402.227-7074

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 Dennis Kimball
Authorized Representative/Applicant

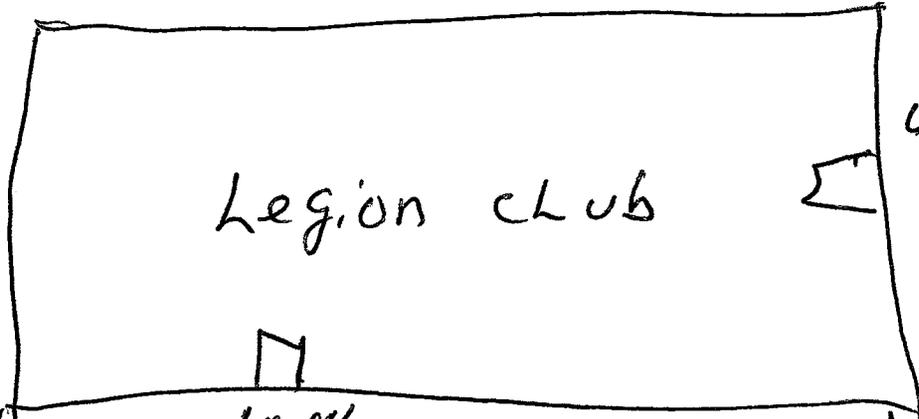
Licence Holder 5-1-2012
Title and Second Date
vice commander

DENNIS KIMBALL
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.

Legion Building



Legion Club

West Door

North Door



Beer wagon

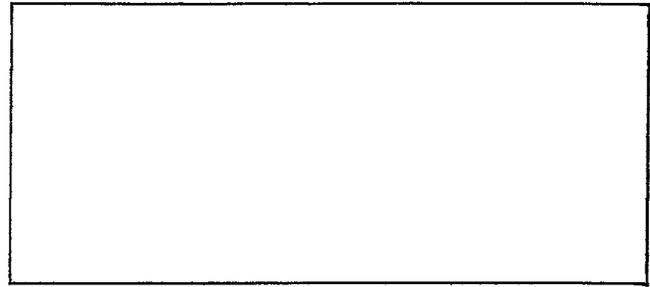
Enter Beer garden
From North Door

Beer garden

Ball park
8012

**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/



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) 55433 CLASS I

3. Licensee name (last, first,), corporate name or limited liability company (LLC) name
(As it reads on your liquor license)
NAME: American Legion Post 23
ADDRESS: 909 T Street
CITY Auburn Nebr. 68305 ZIP 68305

4. Location where event will be held; name, address, city, county, zip code
BUILDING NAME Nemaha County Fair Ball Field
ADDRESS: Auburn CITY _____
ZIP 68305 COUNTY and COUNTY # Nemaha

- 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 their 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>7-14-12</u> Hours _____ From <u>7pm</u> To <u>1:00pm</u>	Date _____ Hours _____ From _____ To _____				
---------------------------------------------------------------------------	-----------------------------------------------------	-----------------------------------------------------	-----------------------------------------------------	-----------------------------------------------------	-----------------------------------------------------

- a. Alternate date: _____
- b. Alternate location: _____
(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 Legion Ball Park
 Inside building, dimensions of area to be covered IN FEET _____ x _____
 Outdoor area dimensions of area to be covered IN FEET _____ x _____
 (not square feet or acres)

INCLUDE SKETCH IF OUTDOOR AREA

If outdoor area, how will premises be enclosed?

Fence type of fence; snow fence chain link cattle panel other _____

Tent

Other explain _____

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)

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. Where will you be purchasing your alcohol? Wholesaler Retailer Both BYO

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.

Print name of Event Supervisor GARY Behrends

Signature of Event Supervisor *Gary Behrends*

Phone of Event Supervisor: Before 402-274-1176 During _____

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.

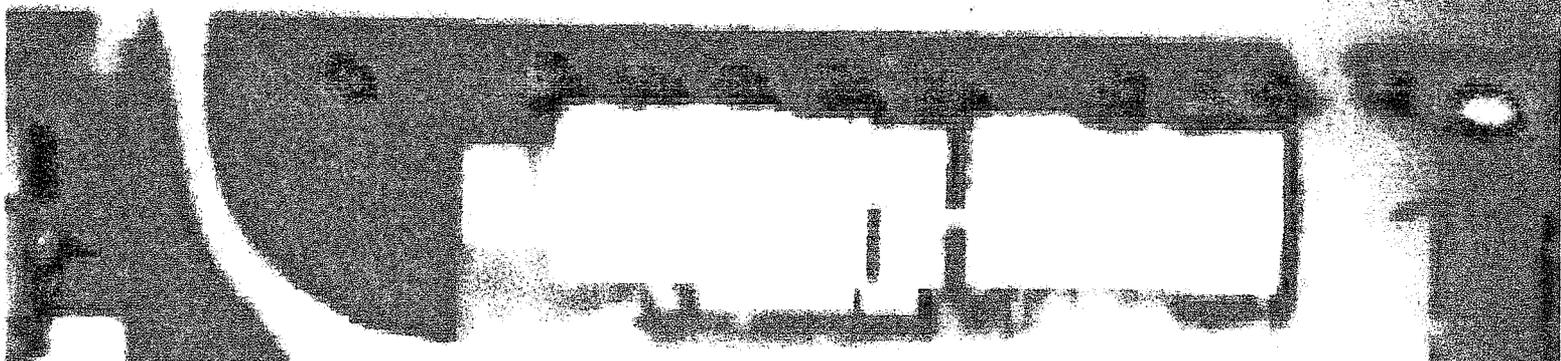
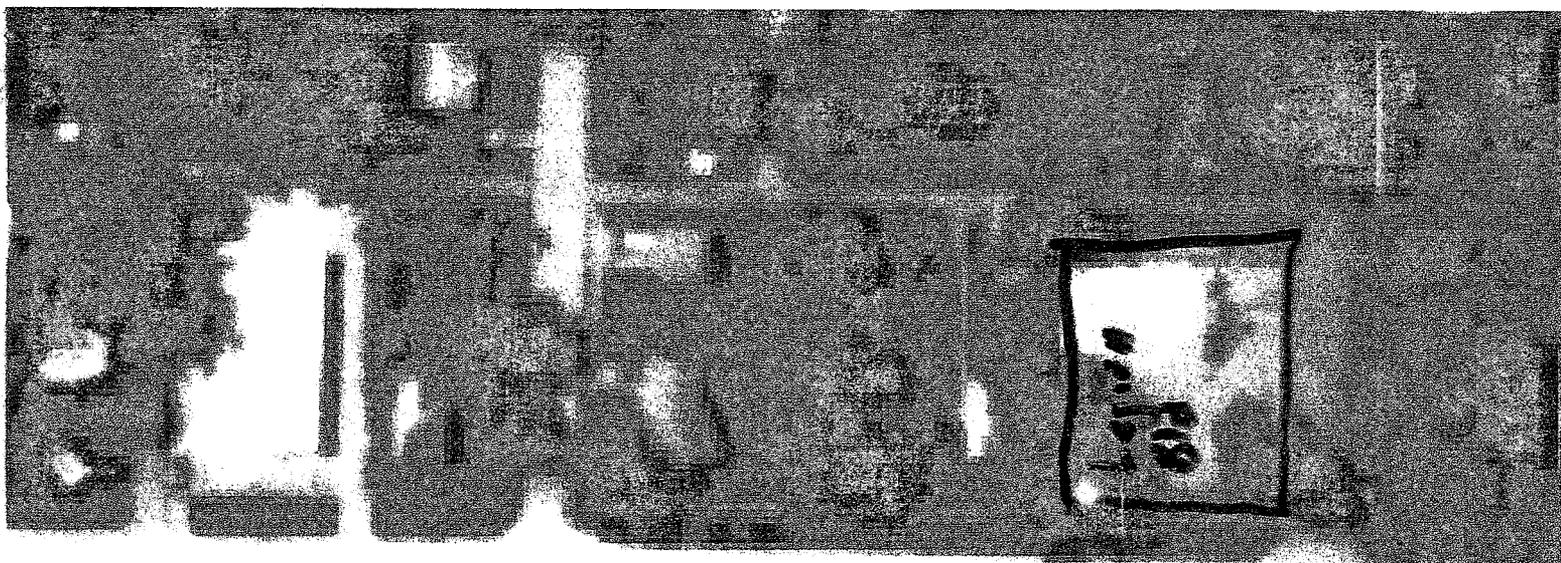
sign here *Dennis Kimball*
Authorized Representative/Applicant

Licence Holder
Title Date

Dennis Kimball
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.



CLEAN UP THE NEIGHBORHOOD

We, the residents of Valley View Apartments (High Rise), urge the City of Auburn to clean up this area of town. There are properties on the North and South of us which are dilapidated and extremely unkempt. Please give this your immediate attention. Thank you.

- | | | | |
|----|----------------------------|----|---------------------------|
| 1 | <u>Nellie Sproul</u> | 26 | <u>Shada King</u> |
| 2 | <u>Sanda Dezel</u> | 27 | <u>Erwin J. Timney</u> |
| 3 | <u>Alanda Palmer</u> | 28 | <u>Thelma Ben</u> |
| 4 | <u>Key Allgood</u> | 29 | <u>Norma Apple</u> |
| 5 | <u>Ann</u> | 30 | <u>Marlene Dietrich</u> |
| 6 | <u>Clarence Streater</u> | 31 | <u>Wayne Dietrich</u> |
| 7 | <u>Bernice H. Streater</u> | 32 | <u>Bridge Mason</u> |
| 8 | <u>Bob Fike</u> | 33 | <u>Bernice McCullough</u> |
| 9 | <u>Bob Fike</u> | 34 | <u>Janet Atkinson</u> |
| 10 | <u>Shirley Plank</u> | 35 | <u>Bessie Belding</u> |
| 11 | <u>Catherine Harvis</u> | 36 | <u>Roger Trorer</u> |
| 12 | <u>Louise Nelson</u> | 37 | <u>Kathryn Mayer</u> |
| 13 | <u>Carl Baker</u> | 38 | <u>Mary McKenney</u> |
| 14 | <u>Carol Pasco</u> | 39 | <u>Julia Allen</u> |
| 15 | <u>Helen Light</u> | 40 | <u>Denise Miller</u> |
| 16 | <u>Doug Dambert</u> | 41 | <u>Donald E. Pether</u> |
| 17 | <u>Dorothy Pether</u> | 42 | <u>Diana S. Pether</u> |
| 18 | <u>John Bowen</u> | 43 | <u>Mary Jane Hall</u> |
| 19 | <u>Arntin Kuhlman</u> | 44 | <u>Stella E. Curry</u> |
| 20 | <u>Robin Sudman</u> | 45 | <u>Robert E. Ecker</u> |
| 21 | <u>Judy Constantine</u> | 46 | <u>Bernice M. Gauer</u> |
| 22 | <u>Kala Tiger Ness</u> | 47 | |
| 23 | <u>Bill Smith</u> | 48 | |
| 24 | <u>Shirley A. Arnold</u> | 49 | |
| 25 | <u>Ron Smith Sr</u> | 50 | |

11 st

First on west c' Pink house

715 11th st

707 11th st

House on east end

Gray = 11006 st

10th st - 723

724 10th st

CITY OF AUBURN, NEBRASKA
PROGRAM GUIDELINES

AGENDA ITEM
NO 17

Previously approved 11-9-09
Proposed Revisions 5-14-12

INTRODUCTION

The City of Auburn, Nebraska is receiving funds from the Nebraska Department of Economic Development (NDED)-Affordable Housing Program (AHP) to implement a program for housing rehabilitation improvements **within the City**. The following is an outline of the program setting forth the key items, procedures, guidelines and forms.

I. **PROGRAM**

The program is based upon the rehabilitation of substandard units through **Conditional Grants, Deferred Loans or a 0%-Interest Loan, depending upon household incomes**. It is anticipated that the total construction related costs for any individual rehabilitation project will not exceed **\$24,995**, not including any costs for lead-based paint situations. This amount will not exceed the "Maximum per unit NAHP subsidy [Section 221(d) (3)]. The Program will request approval through NDED for proposed projects that may exceed the \$24,995 amount.

II. **PURPOSE**

- A. To increase the attractiveness of existing neighborhoods within the City..
- B. To prevent the spread of blight and its influence.
- C. To increase the number of good, habitable dwelling units.
- D. To promote continued home ownership.
- E. To discourage the abandonment or neglect of residential dwelling units.
- F. To provide assistance to those persons of the greatest need.

III. **ELIGIBILITY CRITERIA**

- A. Eligible properties shall be single family, owner occupied dwelling units that do not meet Minimum Rehabilitation Standards. Rental properties are not eligible for rehabilitation assistance. Eligible properties will be the "principal residence of the homeowner applicant". Security documents (Promissory Note and Deed of Trust) will include reference to requirements that the housing unit will be the "principal residence" of the participating family.
- B. The structure is not under contract or under negotiation for acquisition by any federal, state or local governmental agency. Properties shall be situated in locations where they will not be in conflict with the following types of government projects:
 - 1. Federally assisted government projects, which are to be constructed.
 - 2. Projects for the construction or development of public schools, parks, streets, highways, utilities or other public works.
- C. Properties shall be located within the City of Auburn. (10-30-09 NSP Contract Negotiation.)
- D. The applicant's annual gross household income cannot exceed the established income guidelines set forth as attached. (Income levels will be verified according to 24 CFR Part 5.609) Income eligibility guidelines are based upon a maximum of Eighty Percent (80%)

of Median Household Income for various family sizes as established for NEMAHA COUNTY from Income Guidelines established by the Nebraska Department of Economic Development (DED). Income limits may be increased upon approval of by DED.

- E. The objective of the Housing Rehabilitation Program is to restore each housing unit receiving financial assistance to a physical condition, which will result in a life expectancy of at least 20-years. A limited number of occupied housing units in the Program Area may be deteriorated to such an extent that rehabilitation, no matter how extensive, will not achieve this objective. If the Project Inspector determines, and the Advisory Committee concurs, that a housing unit cannot have a 20-year life expectancy after rehabilitation work is completed, then the Program will determine not to provide financial assistance to that homeowner.
- F. Property taxes must be paid by the homeowner and current. Homeownership will be verified by written confirmation from the Nemaha County Register of Deeds under a deed search.
- G. No person or family shall be eligible to receive assistance under this program who has in excess of Fifty Thousand Dollars (\$50,000) in total assets, excluding: the value of the dwelling and a minimum adequate site, the value of necessary items of personal property, the assets that are part of a business/trade/farming operation in which a member of the household is actively engaged in such operation, or the value of an established trust that is not revocable or is under control of a household member.
- H. Properties shall be in locations where safe, sanitary and adequate water supplies and sewage disposal are available. No projects will be approved that are included in 100-year Flood Zones and no projects will be approved that are included in designated Wetlands.
- I. Only owner-occupied units will be eligible for rehabilitation. Both units of a duplex are eligible if one is owner-occupied and the second unit is occupied by a member of the owner's family. Mobile homes are ineligible. Rental properties are ineligible for assistance.
- J. The homeowner will be required to maintain homeowner's hazard insurance, with an amount equal to the replacement value of the dwelling for the duration of a program lien.
- K. Properties shall be free and clear of any debris that jeopardizes public safety and/or impairs the appearance of the neighborhood. Properties must remain debris-free for the duration of the program lien period. Debris shall include, but not be limited to: inoperable automobiles, machinery, appliances, tires and accessories, noxious weeds, discarded metal and other unsightly rubble.
- L. The "after-rehabilitation" value for homes will not exceed \$135,000. (Note: The 203(b) limit for Nemaha County is \$200,160.)

IV. TYPES OF ASSISTANCE

It is the expressed intent of this rehabilitation program to benefit low-and moderate-income owner-occupants within the Program Area. Actions taken by or on behalf of owner occupants to circumvent this intent are prohibited.

To affect this intent, owner-occupants receiving housing rehabilitation assistance under this program shall immediately advise the Program of any event that may alter this intent.

A. **Category 1 = Low Income = Below 50% of Median = 5 Year Conditional Grant:**

The owner shall personally and at all times occupy and live in the rehabilitated structure as a "principal residence" for a period of 5 years or sixty (60) months after the completion of the rehabilitation work. In the event that the owner shall move, rent, sell or transfer said property, the Program shall be reimbursed at the monthly pro-rata rate for the thirty (30) month period (i.e., should the owner rent, sell, move or otherwise not occupy the property after thirty (30) months from the completion date, the Program shall be reimbursed for the thirty (30) months of the sixty (60) month period).

In the event the owner-occupant does not occupy said property for the required five (5) year period due to circumstances beyond the control of the owner-occupant, and which circumstances are found acceptable to the Program, portions of repayment may be forgiven only if **net proceeds (defined as the sale price of the property minus any closing costs and minus any repayment of prior liens on the property)** from sale of the property are insufficient for full repayment of the obligated debts.

B. **0-% Direct Loan/Conditional Grant: = Category 2 = For moderate income = Income below 80% Median Income but about 50% of median. 10 year term. Half of the project amount is a 0-% interest direct loan from the Program with monthly payments over a 10 year period. The other half of the project amount is a 10 year conditional grant/ amortized by the family living in the home for 10 years. Pro-rating for early move out per the discussion in Category 1.**

V. ELIGIBLE REHABILITATION PRIORITIES

A. Code Deficiencies

The property must conform to municipal building codes and NDED Minimum Standards for Rehabilitation after rehabilitation work is complete. The correction of code deficiencies is given top priority in the rehabilitation process. When necessary to meet specific requirements of a local minimum housing code, program funds may be used for:

1. The provision, rehabilitation or removal of structural elements of the dwelling, including the repair or replacement of basic equipment, outbuildings, fences, steps, and walks. The term basic equipment refers to such items as furnaces, water heaters, plumbing, electrical fixtures, foundations, etc.
2. The provision of sanitary and related facilities, including the provision, expansion, and finishing of space necessary to accommodate such facilities;
3. The provision of additional or enlarged bedrooms; and,

4. The grading, filling, or landscaping of the lot for other than purely aesthetic purposes.

B. Minimum Property Rehabilitation Standards Requirements

If the existing City building codes are less stringent than the NDED Minimum Standards for Rehabilitation, the “Minimum Standards for Rehabilitation”, as attached, will apply. Bringing a property into conformance with the “Minimum Standards for Rehabilitation” requirements will be accomplished before any incipient deficiencies are corrected.

C. Incipient Deficiencies

Program funds may be used to correct incipient deficiencies of the local minimum housing code. An incipient deficiency exists if, at the time the house is inspected, it is determined that the physical condition of a particular structural element will deteriorate to an actual deficiency in the reasonable future (one or two years). An example of an incipient deficiency would be a leaky roof that could be patched at low cost, but would probably continue to develop additional leaks, and would eventually have to be totally replaced. Program funds could be used to replace the entire roof in this situation. Incipient deficiencies may be corrected after existing code efficiencies are corrected and the property conforms to the Minimum Property Rehabilitation Standards.

D. Energy Conservation

Once all local Program Area building codes and Minimum Property Rehabilitation Standards have been met and incipient code violations have been corrected, program funds may be used to finance energy conservation measures. Energy conservation refers to steps taken to lessen the consumption of fuels and electricity. Housing Rehabilitation Program resources may be used to finance such energy conservation measures as:

1. The insulation of attics and sidewalls, or increasing the amount of existing insulation;
2. The provision of storm windows and doors; and
3. The elimination of leaks in structural openings through the installation of weatherstripping, caulking, etc.

E. Fire Protection

Fire protection involves the provision of devices to warn dwelling occupants in the event of fire. Early warning fire alarm devices may be provided and installed using program funds.

F. General Improvements

General improvements include any rehabilitation work that does not fit into any of the previously discussed eligible cost categories. Only after all eligible applicant's needs, relative to the previous five categories have been met, will consideration be given to any general improvement work items. Typically, general improvements will not materially contribute to structural integrity or long term preservation of the unit and might include,

but not be limited to: interior painting, paneling, carpeting, closets, shelving, cabinets, air conditioning, landscaping, etc.

The above paragraph does not prevent the homeowner from undertaking any general improvement work items, provided they supply whatever additional funds are necessary to finance that portion of the project.

VI. PROPOSED ADMINISTRATION

- A. Application Review Committee: The Advisory Committee for Housing Rehabilitation
- B. Program Managers/Project Inspector: Southeast Nebraska Development District (SEND)D
- C. Grievance Committee: The Advisory Committee for Housing Rehabilitation

VII. APPLICATION PROCESS

The application process for assistance under the Housing Rehabilitation Program has two stages-the application and the applicant interview. The rationale for this approach centers on saving the time and trouble of filling out a rather lengthy application when it is possible to determine the homeowner's basic eligibility through a streamlined preliminary application process.

If there are more applications on hand than expected available funds, (as in the case of 09-HO-6047 there the City has 19 applications on hand) there will be an initial "round" of scoring and ranking of those applications on hand at the time of release of funds. If the processing of those applications on hand at the time of release of funds does not result in 10 projects that will move to closing, then additional applications will be taken on an ongoing/ continuous basis until the grant contract goal has been reached. (10-30-09 NSP Contract Negotiation)

A. Preliminary Application

The application consists of questions related to family size and composition, income, housing-related expenses, etc. Application information will be reviewed and evaluated by the Program Management Staff, on a confidential basis. Homeowners who do not meet basic eligibility requirements will be notified in writing, including a statement of the reason they are ineligible for assistance. Homeowners who are eligible will be notified in writing.

B. Full Application

Once basic eligibility has been determined through the preliminary application, the Project Inspector will contact the homeowner and arrange for an interview. The interview will take place in the applicant's home, and in addition to obtaining the information necessary to complete the application process, the Project Inspector will perform a preliminary inspection of the structure. This inspection will provide the Advisory Committee an indication of whether the house will stand rehabilitation, the extent of repairs needed, and a preliminary estimate for the cost of those repairs. The

interview is to provide more specific information for determining whether the homeowner may take advantage of the Housing Rehabilitation Program. Review of the application and data acquired from the interview will begin as soon as practicable after it is received.

The review process includes verification of income, housing expenses, bank deposits, employment, etc. All applications will be rated on the project rating scale, as attached, and notification of final eligibility will be made to the homeowner, thereafter. Applicants who do not meet approval criteria will be notified in writing, including a statement of the reason for non-selection.

Applicants who do meet approval criteria will be notified in writing, including a request for their approval for of work write up, & eventually a 3 party construction contract, etc. (10-30-09 NSP Contract Negotiation)

The program will collaborate with other agencies or organizations which provide housing rehabilitation related services or financing. The applicant under this program must also apply to the USDA-Rural Development Repair Program. If approved by USDA-RD, the applicant must first maximize the use of the USDA-RD Repair Program funds prior to assistance from this Program. The Program will also coordinate with Southeast Nebraska Community Action (SENCA) – Weatherization programs for eligible weatherization activities.

C. Comprehensive Property Inspection

The purpose of this inspection is to compile a comprehensive list of all necessary and desirable repairs, categorize the repairs by type (i.e. code violations, Minimum Rehabilitation Standards, Lead-Based paint hazards mitigation, general improvements, etc.), and estimate the total cost of the work. Essentially, the Project Inspector will assemble all the information necessary for preparation of bid documents for the work. An estimate of the total cost of the work is made so that the homeowner can be counseled on the extent of rehabilitation and the type and cost of the financial assistance. In addition, the Project Inspector shall review the work write-up with the applicant and receive in writing the applicant's concurrence with the identified work items.

D. Bid Document Preparation

The Project Inspector will use the information gathered to prepare the Project Specifications, Work-Write-ups and/or other documents necessary to obtain bids on the rehabilitation work.

E. Contractor Selection

The solicitation of bids for the rehabilitation work will be conducted in accordance with Federal, State and local requirements for requesting bids. The City of Auburn utilizes a standard format (as they did with 05-HO) where the homeowner receives bid packets from SENDD and works from a list of pre-approved contractors (those with lead test certifications, etc) to secure bids. Bids are submitted by the rehab contractors to the

SENDD Lincoln office where the Housing Inspector works up a recommendation to the City of Auburn for award or re-bidding etc. (Clarification added by KB 11-3-09.)

If "Competitive Sealed Bids" are requested for a project, normally the lowest responsible and responsive bid would be accepted.

Alternate methods of selecting contractors to allow for increased homeowner involvement and the highest level of local contractor participation will be considered.

When the owners act on their own behalf, a formal bid package may not be required. The homeowner will solicit proposals from several contractors to meet a minimum deficiency list of work items and material specifications, which will be reviewed by Program Staff. With assistance and concurrence from Program Staff, the owner may select their contractor of choice.

F. Contracts

The contract for rehabilitation work will be between the homeowner and contractor, with the Program as a third party acting as an Operating Agency (OA) to provide for oversight, construction observation and to provide financing, insuring that the contractor and homeowner meet agreed upon conditions.

G. Construction Monitoring

Inspections will be necessary during the construction phase to monitor the rehabilitation. The primary purpose of these inspections is to insure that materials used and work done is accomplished in compliance with the contract. The Project Inspector shall visit each job site when necessary to assure adequate job performance. Should change-orders become necessary during the rehabilitation work which would change the total cost of the contract, the Program and the homeowner must agree on said change orders and any modification to the funding prior to the execution of the change-order.

H. Project Completion

At the completion of construction the Project Inspector shall inspect the work, in the presence of the homeowner and the contractor, to assure that satisfactory work has been accomplished. If the quality of work is satisfactory to the homeowner and the Project Inspector, and all contract conditions have been met, the Project Inspector will request final payment for the contractor. Any deficiencies must be corrected to the satisfaction of the homeowner and the Program, and all warranties, lien waivers, inspection reports from other Federal/State/Local agencies, etc., must be delivered before final payment will be made.

VIII. COMPLAINT PROCEDURE

Complaints concerning the Housing Rehabilitation Program shall be in writing and addressed to the Program Manager. A written response will be made within 15 working days. If the homeowner is not satisfied, complaints may be filed with the Grievance Committee. The Grievance Committee shall meet, as soon as practicable, to review all factors in the complaint

for a determination and solution.

IX. CONFLICT OF INTEREST

No member of the governing body of the City and no other official, employee or agent of those organizations who exercises policy, decision-making functions or responsibilities in connection with the planning and implementation of this program shall:

- a. be directly or indirectly eligible for this Program;
- b. accept gratuities, favors or anything of monetary value from contractors, potential contractors or parties to sub agreement;
- c. obtain a financial interest or benefit from a Program activity;
- d. have an interest in any contract, subcontract or agreement for themselves or for persons with business or family ties.

EXCEPTIONS: Upon written request, exceptions may be granted by the Nebraska Department of Economic Development on a case by case basis.

X. AMENDMENT OF THE GUIDELINES

The above Guidelines for the Housing Rehabilitation Program can be amended only after review by the Housing Advisory Committee and formal action by the City Council, with approval by DED.

XI. ELIMINATION OF LEAD-BASED PAINT HAZARDS

It is the expressed intent of the Housing Rehabilitation Program to eliminate lead-based paint hazards in all assisted projects in accordance with subpart C, Section 35 (b) and (c) of the H.U.D. Title 24 Federal Regulations as identified in the Rehabilitation Module of the CDBG Manual. During the Comprehensive Property Inspection, work items will be identified to provide treatment necessary to eliminate immediate lead-based paint hazards.

Testing for Lead-Based paint hazards, Risk Assessment Reports and Clearance testing after construction will be methods used to identify, develop mitigation plans and clearing projects involving lead-based paint and mitigation construction. (See the attached "Lead-Based Paint Procedures")

XII. RELOCATION

Because of requirements to mitigate lead-base paint hazards, "temporary relocation" of homeowners may be necessary for "safe work practices." If temporary relocation is deemed necessary by the Program Management, relocation activities will only be at the voluntary acceptance and expense of the homeowner.

XIII. FAIR HOUSING

This program will be in compliance with the Fair Housing Act.

APPLICATION RATING AND SELECTION

All applications received during a "round" will be reviewed together and rated on the priority rating scale below. In cases in which this rating yields equivalent scores, priority will be determined in accord with "first come, first served". Applicants not selected in one round will be automatically considered in subsequent rounds and will be notified, in writing, of such action. Households with applications not funded will be notified in writing that they were unsuccessful in obtaining program funds for the repairs of their home.

Applicants will be rated and selected by Program Management Staff with review and approval by the Advisory Committee.

INCOME and FINANCING CATEGORY

- | | | |
|----|----------------------------------------------------------------------|----|
| 1. | Applicant's annual gross income meets Very Low Income threshold..... | 30 |
| 2. | Applicant's annual gross income meets Low Income threshold..... | 20 |
| 3. | Applicant's annual gross income meets Moderate Income threshold..... | 10 |

HOUSEHOLD CHARACTERISTICS

- | | | |
|----|-------------------------------------------------|----|
| 1. | Head of household 62 years of age or older..... | 10 |
| 2. | Handicapped/disabled applicant..... | 5 |

IMPACT OF ASSISTANCE

- | | | |
|----|----------------------------------------------------------------------|---|
| 1. | Eliminate housing overcrowding (over 5 persons)..... | 5 |
| 2. | Substantial weatherization and energy conservation improvements..... | 5 |

MAXIMUM TOTAL SCORE**	55
-----------------------------	----

****DEDUCT FOR PREVIOUS REHABILITATION:**

If the property has been rehabilitated under a CDBG or HOME funded program within the last ten (10) years, 10-points will be deducted from the score above for a revised total score.

Maximum Family Income Limits For Eligibility

#1.3) The following table indicates the identified levels of income eligibility anticipated for the program (Section 8 Income levels for Nemaha County as of December 1, 2011):

Family Size	Cat 1 = 50% MHI	Cat 2 = 80% MHI
1-person.....	\$20,450	\$32,700
2-person.....	\$23,350	\$37,350
3-person.....	\$26,250	\$42,000
4-person.....	\$29,150	\$46,650
5-person.....	\$31,500	\$50,400
6-person.....	\$33,850	\$54,150
7-person.....	\$36,150	\$57,850
8-person.....	\$38,500	\$61,600

Income guidelines are based on Department of Housing and Urban Development (HUD) Housing Assistance programs as approved by the Nebraska Department of Economic Development (DED). Limits may be updated annually as they are received from HUD and approved by DED. (Income levels will be verified according to 24 CFR Part 5.)

Financing Categories

Category 1. Conditional Grant: (50% Median Income) 5 Year.

For very low income only; 100% of project amount is a Conditional Grant and is forgiven if the homeowner personally and at all times lives in the home for 5 -years. If the homeowner moves out, rents, sells or transfers title to the property within the 60-month period, they can be required to pay back a pro-rata portion of the project amount, based upon "*Net Proceeds*" definition.

Category 2. 0-% Direct Loan on half/Conditional Grant on half: (80% Median Income) 10 year.

For moderate income. Half of the project amount is a 0-% interest direct loan from the Program with monthly payments over a 10 year period. The other half of the project amount is a 10 year conditional grant.

PART II. FUNDING SUMMARY (Round amounts to the nearest dollar).

Code	Activity	NAHP Funds	Other Funds	Total Funds	Sources of Other Funds
0501	Site Improvements				
0502	Streets				
0505	Non-Profit Operating NAHTF or HOME				
0520	Direct Homebuyer Assistance ¹				
0521	Acquisition of Vacant Land				
0522	Demolition ²				
0523	Relocation ³				
0530	Housing Rehabilitation	\$193,000		\$193,000	
0531	Single Family (SF) Purchase/Rehab/Resale				
0541	Conversion				
0541	Reconstruction				
0542	Single Family (SF) New Construction Homebuyer ⁴				
0580	Housing Management ⁷	\$25,000		\$25,000	
0580(a)	Paint Testing / Risk Assessments / Clearance Testing ⁵	\$12,000		\$12,000	
0561	Rental New Construction				
0520	Rental Property Acquisition				
0541	Rental Property Rehabilitation				
0581	Rent Up Reserves				
0582	Operating Reserves				
0180	Total Non-Administration	\$230,000		\$230,000	
0181	General Administration ⁶	\$20,000		\$20,000	
1000	TOTAL PROGRAM COSTS	\$250,000		\$250,000	

Clarification for the above activities should be directed to NDED.

Note: This table does calculate the totals.

¹ Direct Homebuyer Assistance for previously owned and newly constructed homes includes down-payment assistance, closing costs and gap subsidy (the difference between the appraised value and the sale price of the home).

² Demolition is a support activity and must be done in conjunction with another activity.

³ Relocation is a support activity and must be done in conjunction with another activity.

⁴ New construction includes the hard costs for acquiring land, constructing homes and development subsidy (the difference between the cost to develop and build the home and the appraised value of the home).

⁵ Paint testing, risk assessments, and clearance testing are not subject to the Housing Management maximums, but are limited to \$1,500 per unit.

⁶ General Administration maximum is 8% of the NAHP for homebuyer and homeowner projects and 6% for rental.

⁷ Housing Management maximum is 10% of the NAHP for homebuyer and homeowner projects and 8% for rental.

Auburn, Nebraska
2012 Citywide Owner-Occupied Housing Rehabilitation Program

PART III. Proposed Program Budget - 2012 NAHP Pre-Application

Activity No.	Description	NAHP funds requested	Other funds	Total Costs
0530	<u>Housing Rehabilitation Construction</u> 8 units rehab @ 24,125/ave.	\$193,000	\$0	\$193,000
	Total for 0530 Rehab Construction	\$193,000	\$0	\$193,000
0580	<u>Housing Program Management/Implementation</u> Program Management ** (ave. \$3,125/unit x 8 units) Lead Screening/Paint Testing/Risk Assessment (8 X \$1,500/unit)	\$25,000 \$12,000	\$0 \$0	\$25,000 \$12,000
	Total for 0580 Housing Management/Implementation	\$230,000	\$0	\$230,000

	Total Non-Administration	\$230,000	\$0	\$230,000
0181	General Administration Contract Assistance (SEND D)	\$20,000	\$0	\$20,000
	Total for 0181 General Administration	\$20,000	\$0	\$20,000
	Total Project Budget	\$250,000	\$0	\$250,000

NOTE: NDED has capped maximum grant amount for OORehab at \$250,000 for 12-HO

** For detailed responsibilities for Housing Program Management, see attachment c) to Housing Rehabilitation Program Guidelines; Homeowner Project Checklist.

Grantee Implementation Schedule

Target: 8 homeowners in Peru, whose income is at or below 80% AMI, will be assisted through the renovation of their homes to meet NDED minimum standards by October 2014.

- * All programs fill in SECTION 1.
- * For Owner-Occupied Rehab, fill in SECTION 2.
- * For Homebuyer Programs, fill in the SECTION 3.
- * For New Construction, fill in the SECTION 4.

Quarters should equal 1/4 of the total contract time period of the grant (ex: 6 months for 24 month contracts; 9 months for 36 month contracts).

Activity	Responsible Entity	Due Date	Completed Date
SECTION 1			
Invitation to Contract			
Negotiations	NDED	9/28/2012	
Submit Contract	Grantee/ Administrator		
Negotiation Items	Administrator	10/15/2012	
Notice of Award	NDED	11/1/2012	
Receive and Execute Contract	Grantee/ Administrator	11/15/2012	
Submit Special Conditions for ROF	Grantee/ Administrator	12/15/2012	
Release of Funds (ROF) Issued	NDED	1/10/2013	
Program Marketing	Grantee/ Administrator	1/10/2013	
Applicants Submit Applications	Applicants	4/1/2013	
Applications Processed	Grantee/ Administrator	4/31/2013	
Applications Notified of Eligibility	Administrator	5/31/2013	
Inspections Completed on Units	Grantee/ Administrator	10/31/2013	
Applications Approved For Assistance	Board/Council	12/31/2013	

Please list start and end dates for each quarter above.

		Start: 11/2012	End: 4/2013	Start: 5/2013	End: 10/2013	Start: 11/2013	End: 4/2014	Start: 5/2014	End: 10/2014
		Quarter 1:		Quarter 2		Quarter 3		Quarter 4	
SECTION 2		proposed #	completed	proposed #	completed	proposed #	completed	proposed #	completed
Bids Solicited for Rehab	Applicants/Grantee	3		3		2			
Bids Received & Approved	Applicants/Grantee	3		3		2			
Rehab Begins on Homes	Contractors			6		2			
Progress Inspection Completed	Grantee/ Administrator					6		2	
Rehab Completed on Homes	Contractors					6		2	
Final Inspections Completed	Grantee/ Administrator					6		2	

The City of Auburn, Nebraska

**Application to 2012 Nebraska Affordable Housing Program
for a Citywide Housing Rehabilitation Program**

PROJECT SUMMARY

The City of Auburn is requesting a total of \$250,000 in 2012 Nebraska Affordable Housing Program (NAHP) funds to implement a Citywide "Owner-Occupied Housing Rehabilitation Program. This City of Auburn 12-HO proposes to utilize a 5-year deferred loan/grant format for Category 1 = Very Low Income (families that are 50% of Median Household Income). It also proposes to use a 10-year amortized 50% Grant/50% Loan for those that are Category 2 = Low Income (families that are below 80% of Median but above 50% of Median Household Income).

A Housing Study for Nemaha County and Communities was conducted December 2006 by Hanna:Keelan Associates, P.C. that outlines many strategies for the county and its individual communities. The study included community surveys of each individual town, including Auburn. Eight-five percent of those responding indicated that an owner occupied rehabilitation program is greatly or somewhat needed in their community. Seventy-five percent are in favor of utilizing state or federal grant programs for owner occupied rehabilitation programs. The study also indicated that the #1 priority for housing needs is housing rehabilitation for low/moderate income family households, including persons with disabilities.

The age of housing stock in Auburn built in 1939 or before is 36.2%, while the age of homes built in 1959 or before is 50.5%. This indicates that current homes in Auburn are aging and most likely in need of moderate to substantial rehabilitation. The 5-year action plan indicates that Auburn should provide a moderate rehab. program for 20-25 units annually, provide a substantial rehab. program for 10-14 units annually, and a rehab. program on 5 homes for persons with disabilities.

The City of Auburn is continually pursuing owner occupied and commercial rehabilitation projects. They have completed owner occupied rehab projects in 2005 and 2009. Twenty-six homes were rehabilitated and 3 structures were demolished with these grant funds. They have also been active in commercial building rehab with a Storefront Enhancement grant and a Downtown Revitalization grant. They have completed a Blight & Substandard Study in 2002 as well.

The City of Auburn is currently collecting pre-applications and expects to continue to receive pre-applications until the full application is due, which will provide the base needed to process and select 8 quality projects. They are pursuing several marketing tools to pursue pre-applicants at this time. This 2012 program will fulfill a substantial portion of the anticipated needs for housing rehabilitation.

A total of 8-income eligible homeowners will be assisted with substantial rehabilitation of their homes to meet DED Rehabilitation Standards and existing City Building Codes. Eligible owner/families will have incomes that are at or below 80% of the area MHI.

This program proposes an efficient form of program delivery. The city proposes to retain administrative assistance from the Southeast Nebraska Development District. The City is a long-term dues-paying member of SENDD and has used SENDD staff for administrative assistance for a number of State and Federal programs. The City proposes to retain staff of SENDD for Housing Program management. SENDD has managed various community housing rehabilitation programs in its service area since 1980 and has assisted in over 1,000 successful rehabilitation projects.

RESOLUTION

Authorizing Mayor to sign Pre-Application for 2012 Owner Occupied Housing Rehabilitation Grant
Application to Nebraska Dept. of Economic Development

Proposed Council Action: May 14, 2012

Authorizing Chief Elected Official to sign a Pre-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 will submit the Pre-Application 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.

Passed and approved this 14th day of May 2012

Scott Kudrna, Mayor of Auburn

Date: _____

Sherry Heskett, City Clerk of Auburn

Date: _____



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

April 30, 2012

AGENDA ITEM
NO 19

Sherry Heskett
City of Auburn
Box 352
Auburn, NE 68305

RE: **Drawdown #5 Project Funds—David Moyer – 1916 O Street: Project #12 (ENCLOSED)**
David Moyer – 1122 J Street: Project #8
Kristine Gill – 1900, 1900 1/2, 1902, 1902 1/2: Project #7

Dear Sherry,

Enclosed is Drawdown #5 Project Funds for the above referenced Downtown Revitalization Phase II Commercial Rehabilitation on the Projects #7 (Gill), #8 (Moyer), and #12 (Moyer). This represents the second 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 May 14, 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 #5.) The Following CDBG Activity Code 0590 bills have not yet been paid:			
Project #12 - David Moyer Reimbursement for polyurethane foam roofing for 1916 O Street property	\$4,000.00 (100%)	\$3,000.00 (75%) Grant	\$1,000.00 (25%)
Project # 8 - David Moyer Reimbursement for Window Replacement for 1122 J Street property	120,740.00	\$90,555.00 (44.49% Loan) (30.51% Grant)	\$30,185 (25%)
Project #7 – Kristine Gill Reimbursement for Window Replacement and Foam Roofing for 1900, 1900 ^{1/2} , 1902, 1902 ^{1/2} property	71,145.00	\$53,358.75 (37.5% Loan) (37.5% Grant)	\$17,786.25 (25%)
	\$195,885.00	\$146,913.75	\$48,971.25

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

\$3,000.00 (from Activity Code 0590) = **\$3,000.00 TOTAL to David Moyer, Owner 1916 O Street Property**

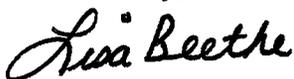
\$90,555.00 (from Activity Code 0590) = **\$90,555.00 TOTAL to David Moyer, Owner 1122 J Street Property**
(\$36,837.50 Grant + \$53,717.50 Loan)

\$53,358.75 (from Activity Code 0590) = **\$53,358.75 TOTAL to Kristine Gill, Owner 1900, 1900^{1/2}, 1902,
1902^{1/2} Property** (\$26,679.37 Grant + \$26,679.38 Loan)

When these funds are requested you will want to contact city attorney, Angelo Ligouri, to prepare documents for the loan closings. You will need to schedule the closings as soon as the funds are received from NDED. Remember all funds need to be disbursed within 10 business days of receipt from NDED.

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

Sincerely,



Lisa Beethe
Community Development Specialist



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

See Reverse Side for Instructions

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

Name of Local Government Grantee City of Auburn	Mailing Address Box 352	City Auburn	State NE	ZIP 68305
CDBG Grant Number 10-DTR-105	Federal Identification Number 47-6006083	Number sequence order includes Both general admin 0181 requests And project activity requests 5	DED Program Representative Kevin Andersen	

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

1. Project Grant Funds Received to Date	\$	2,025	IMPORTANT
2. Add: Program Income Received to Date	\$	0	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
3. Subtotal	\$	2,025	
4. Less: Federal Project Funds Disbursed To Date (Must Agree To Total Of Part II, Line 3)	\$	2,025	
5. Total: Project Federal Funds On Hand (Must Agree To Part II, Line 6)	\$	2,025	

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	\$	198,585	\$	\$	\$198,585
2. Less: Local Funds Applied (Includes RLF)	\$	49,647	\$	\$	\$49,647
3. Less: Federal Funds Disbursed Total Must Agree To Part I, Line 4	\$	2,025	\$	\$	\$2,025
4. Total Current Cash Requirements	\$	146,913			\$146,913
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					\$146,913

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: SENDD	Telephone Number: 402.862.2201
DEPARTMENT OF ECONOMIC DEVELOPMENT USE ONLY		AMOUNT APPROVED: \$
INITIALS		DATE

CITY OF AUBURN, NEBRASKA
Auburn DTR (Downtown Revitalization) ReUse PLAN
FOR USE OF CDBG-DTR PROGRAM INCOME FROM GRANT AWARDS.:
10-DTR-105 & Unknown future grants
For City Council Action May 14, 2012

I. GOALS & OBJECTIVES

1. Meet the National Objective: that these CDBG DTR Program Income/ReUse funds will address the national objective of reducing &/or elimination of slums & blight, or meeting the LMI national objective by having at least 51% of the jobs created &/or retained being taken by or made available to low & moderate income persons.
2. Meet local objectives as follows:
 - a) Commercial Rehabilitation
 - b) Way finding
 - c) Historical District design
 - d) Assist in the redevelopment of vacant &/or blighted buildings and land.
 - e) Provide needed public infrastructure improvements needed to retain existing &/or attract new business & industry.
 - f) Or any other CDBG eligible activity
3. Priorities:
 - a) Historic Preservation, Building Renovation & Demolition
 - b) Housing in Downtown Auburn and Courthouse Square
 - c) Urban Design, Signage & Marketing
 - d) Infrastructure Improvements/Upgrades
 - e) Alternative Energy System
 - f) Business Development, Retention & Expansion

II. PURPOSE

The purpose of this plan is to establish policies, application forms, application approval procedures and administrative support for the proper disbursement of said funds to support Downtown Revitalization within the formally blighted & substandard areas of Auburn. This plan shall provide for the maximum latitude needed to meet this purpose. This plan shall allow for the timely processing of all applications without undue amount of complicated procedures.

The City of Auburn, under the direction of the City Council (upon the approval of this plan or as it is amended from time to time) shall consider applications for direct use of funds or loans that will meet CDBG National Objectives.

III. AREA OF OPERATION

The City shall consider applications for eligible activities located, or to be located, in the City Limits; or within the City's extra territorial zoning jurisdiction (as they exist at the time of application) with a special focus on those areas formally determined to be blighted & substandard.

IV. ELIGIBLE ACTIVITIES

Eligible activities, for which funds may be used, shall include, but not limited to:

a) Preservation and renovation of buildings; b) expansion of housing opportunities in Downtown Auburn and Courthouse Square; c) urban design, signage and marketing; d) infrastructure including underground water, storm and sewer mains; e) alternative energy systems; f) business development, retention and expansion per the priorities identified in **Section 2 Phase I Priorities** and g) other related development costs and activities as the Nebraska Department of Economic Development may deem, from time to time, to be eligible activities.

V. TYPES AND AMOUNTS OF ASSISTANCE

Types of assistance may include: grants, direct loans, deferred loans, interest buy-down, loan guarantees, and grants for public infrastructure improvements.

Funds will be provided when used in combination with other sources and in accordance with the other restrictions contained in this plan, to make the project feasible, and/or to provide the needed incentive to achieve Downtown Revitalization goals.

Minimum or maximum dollar help, interest rates, and terms, and other development activities will be decided on a case by case basis.

V.2) Equity Participation: An applicant must provide participation (private equity) and evidence of ability to participate. The minimum owner equity participation amount shall be equal to 25 percent of the project cost for projects.

V.3) Terms: The application shall state the proposed/requested terms to the grant and/or loan. However, the City will reserve the right to negotiate the amount, the interest rate and term of the loan or grant with the applicant. However, as a guide, the length of terms in almost all instances, shall not exceed 10 years for loans of \$5,000 or above, not exceed 5 years for loans under \$5,000.

All applicants of approved projects shall provide adequate assurances that the project will be started and completed. Security for loans will include, but will not be limited to, a promissory note and a mortgage or deed of trust, as appropriate.

VI. APPLICATION PROCESS AND FORMS

All forms shall be provided, and by reference made a part of this plan, which are required to make application for the funds under this plan. No application shall be accepted that is determined to be incomplete or that is not signed by the applicant. An application shall not be considered complete if any of the required attachments are missing or incomplete. Incomplete applications will be returned to the applicant without further consideration with an explanation of the deficiencies. An application may be resubmitted, and considered as a new application, after addressing the deficiencies of the first application. All applications for funds shall be filed with the City Clerk of City of Auburn at City Hall. Due to the incompleteness, need for negotiation and other factors related to any application, applications filed later maybe recommended and approved. Applications will not be required to be given approval or rejection in the order in which they are filed.

Applications are subject to design standards established by the Nebraska State Historic Preservation Office Design Guidelines.

Nothing herein shall be interpreted to require that approval shall be granted for a project, and the right to reject any and all applications considered not being in the best interests of the health and welfare of the City shall be reserved.

All applications will be submitted to the Revitalization Review Committee, which shall consist of the following membership: A five member board shall be appointed by the Mayor. Appointees shall serve at the pleasure of the City Council and may be reappointed to additional terms.

The Revitalization Review Committee shall be responsible for advising the CRA and City Council on all aspects of this program. The Revitalization Review Committee shall determine the frequency of its meetings, guided by the nature and extent of filed applications, and shall maintain such files and records as necessary to carry out its purpose.

The Revitalization Review Committee may meet with the applicant, request and accept additional information, request and accept recommendations, consider and make recommendations for changes to the original application, determine that the activities are eligible as required in this plan and by other federal and state requirements, and undertake other actions necessary and prudent to make its recommendation. If the Revitalization Review Committee finds that the application is complete, meets the requirements of this plan, with or without amendments acceptable to the applicant, then the Committee shall make its recommendation to the City Council for consideration. Final review and approval of the project will be with the Auburn City Council. Following the approval of a project by the City Council, the project will then be transferred to the CRA for administration.

If the Revitalization Review Committee finds that the application is not complete, does not meet the requirements of this plan or cannot favorably recommend the application as submitted, the Committee shall inform the applicant of the reasons the application is not being recommended for approval.

In the event there is more than one application for more funds than are currently available, the Revitalization Review Committee shall recommend the proposal or proposals that provide the greater benefit to diminishing the blighted conditions present in the district and meets the priorities established in the Auburn Downtown Revitalization Program based on the discretion of the committee.

In its review of pending applications, the Revitalization Review Committee shall act as expeditiously as feasible to make its recommendations to accept, reject, or to table applications due to deficiencies.

Persons appointed and serving on the Revitalization Review Committee shall serve

without compensation, and shall be held harmless for any and all actions in carrying out their responsibilities and goodwill.

Auburn City Council approval shall be made by motion. The motion shall authorize the Mayor to enter into an agreement with applicant under the terms of the approved application. Such agreement shall include, at a minimum, the approximate start and completion dates of the project, terms and conditions and include remedies for non-performance, such as failure to comply with construction plans as approved by the committee.

VII. PROGRAM FUND AND REPAYMENTS

A fund to be known as the Auburn DTR ReUse Fund has been created as part of the initial CDBG DTR RLF Plan and will be continued under this plan. Such fund shall be held separate from all other City funds. The City shall deposit all repayments from loans approved prior to and after the adoption of this plan and other program income into this fund. This separate account shall be an interest bearing account. The City may also invest funds from the fund in secured instruments, as provided by law, that can be readily converted and be readily used for approved applications.

VIII. PROGRAM ADMINISTRATION

The City will be responsible to either directly administer or to arrange for a Program Administrator who shall be responsible for the activities outlined in this plan.

Approval of this plan authorizes the Mayor to execute and maintain an annual renewable agreement for services with the Southeast Nebraska Development District to serve as the Program Administrator with costs for such services to be paid from funds provided by this plan.

IX. PLAN AMENDMENTS

The City Council may consider amendments to this plan at any time. Provided that prior to making any changes to this plan, the Revitalization Review Committee, the administrator and any other persons as may be designated by the Mayor and/or the City Council shall consider any proposed changes and make a recommendation to the City Council for their consideration. The City Council shall hold at least one public hearing on any changes to this plan prior to their adoption. The changes shall be adopted by resolution, of the City Council.

The City shall not make any changes deleting any of the requirements or conditions related to the use of program income from the Community Development Block Grant, DTR CDBG (Downtown Revitalization) category, administered by the State of Nebraska.

X. ADOPTION OF THIS PLAN

The City Council may adopt this plan. Such adoption shall be by resolution. A copy of the adopted resolution shall be made a part of this plan.

Approved by Resolution No. _____ Passed on ___/___/2012.

AUBURN VOLUNTEER FIRE DEPARTMENT GENERAL OPERATING GUIDELINES

TABLE OF CONTENTS

- CHAPTER 1 - Administration
- CHAPTER 2 - Department Organization
- CHAPTER 3 - Membership
- CHAPTER 4 - Operational Procedures
- CHAPTER 5 - Incident Command
- CHAPTER 6 - Response to Vehicle Accidents
- CHAPTER 7 - Fireground Accountability
- CHAPTER 8 - Self-Contained Breathing Apparatus & Personal Alert Safety System
- CHAPTER 9 - Weather Related Responses



Mission Statement

The mission of the Auburn Volunteer Fire Department shall be the protection, preservation of life and property for all it's citizens and guests, within the fire district of Auburn . We shall accomplish this mission not only through the fire suppression , but also fire education and prevention . We shall maintain a high standard of training & education . As members of this department, we have chosen to be part of a team that takes pride and dedication in our community and department.

AUBURN VOLUNTEER FIRE DEPARTMENT

GENERAL OPERATING GUIDELINES

CHAPTER 1 – ADMINISTRATION

1-1 SCOPE:

1-1.1 These STANDARD OPERATING PROCEDURES (GUIDELINES) are to be used by the AUBURN VOLUNTEER FIRE DEPARTMENT to manage the operation of the FIRE DEPARTMENT during any emergency incident as listed in 1-4.1 of these PROCEDURES in the preparation or training for those responses listed in 1-4.1 and in any non-emergency activities that the Department might be involved with.

1-1.2 These GUIDELINES shall not contradict or cancel any article of the CONSTITUTION AND BYLAWS of the AUBURN VOLUNTEER FIRE DEPARTMENT unless such CONSTITUTION AND BYLAWS are amended as set out by Article VI of such CONSTITUTION.

1-1.3 Any GUIDELINE of the Department not in conformity with the Statutes of the State of Nebraska or Ordinances of the City of Auburn governing volunteer fire departments shall be void.

1-1.4 These GUIDELINES will incorporate the National Incident Management System (NIMS) to manage all emergency incidents and preplanned events in accordance with the Incident Command System (ICS) organizational structures, as defined in NIMS. ICS implementation will include the consistent application of Incident Action Planning and Common Communication Plans.

1-2 PURPOSE:

1-2.1 The purpose of these GUIDELINES is to define and describe the essential elements that are needed for the Department to train and respond so to bring to as successful a completion to those incidents as listed in 1-4.1 as possible.

1-2.2 The purpose of these GUIDELINES is to provide structure and coordination to the management of emergency incident operations in order to provide for the safety and health of Department members and other persons involved in those incidents.

1-3 ORGANIZATION:

1-3.1 The Auburn Volunteer Fire Department is established and organized to provide those services as listed in 1-4.1 for the City of Auburn as per City ordinances of the City of Auburn as established by Nebraska State Statute 17-147 and for the Nemaha County Rural Fire District #8 as established through Nebraska State Statutes 35-501 through 35-536.

1-3.2 The Auburn Volunteer Fire Department consists of two companies of no more than twenty (20) members for each company.

1-4 RESPONSE:

1-4.1 The AUBURN VOLUNTEER FIRE DEPARTMENT will respond within the NEMAHA COUNTY RURAL FIRE DISTRICT #8 and the CITY OF AUBURN and to mutual aid requests as per the NEMAHA COUNTY MUTUAL AND AGREEMENT to a FIRE DEPARTMENT and/or RESCUE SQUAD involved in any MUTUAL AID ASSOCIATION to the following types of incidents: (a) Fire incidents; (B) assist a RESCUE SQUAD, not for medical treatment but for extrication or scene safety, at a vehicle accident or other medical emergency when requested; (c) hazardous materials incidents up to the Operations Level as defined by OSHA, Title 29 CFR, Part 1910, Section 1910.120; (d) to assist in any natural disaster including, but not limited to floods, tornados or blizzards; (e) assist in search and rescue for a missing person or persons; (f) and to assist the NEMAHA COUNTY EMERGENCY MANAGEMENT AGENCY as spotters for severe weather.

1-4.2 The Auburn Volunteer Fire Department will also provide education and awareness to the citizens of Auburn and the Nemaha County Rural Fire District #9 in the prevention of fire and other related subjects in Auburn with Nemaha County.

1-5 IMPLEMENTATION:

1-5.1 All GUIDELINES are to be developed and implemented by the Command Officers.

1-5.2 The Command Officers are to continually monitor the use of the PROCEDURES to ensure that they are properly followed and make any improvements or updates as needed.

1-5.3 Any and all PROCEDURES that are developed shall be read at any regular or stated meeting prior to implementation. Any PROCEDURE that is altered, amended, or added shall also be read at any regular or stated meeting prior to implementation.

1-5.4 All Department members shall be provided with a copy of these GUIDELINES and acknowledge his/her receipt thereof.

CHAPTER 2 – DEPARTMENT ORGANIZATION

2-1 SCOPE:

2-1.1 This chapter contains the organization of the Department in regards to the Officers and their duties.

2-2 PURPOSE:

2-2.1 The purpose of this chapter is to define and describe the Officers of the Department and their duties.

2-3 COMMAND OFFICERS:

2-3.1 The Command Officers are to consist of the Fire Chief, the First Assistant Fire Chief, the Second Assistant Chief, two Captains, four Lieutenants and the Safety Officer.

2-3.2 These Command officers shall be elected by the Department, except for the Safety Officer, at the Department's January meeting as per the Constitution and By-laws of the Department. The City Council and Rural Fire District Board shall approve those officers elected at a regularly scheduled meeting of each group.

2-3.3 The Safety Officer is to be appointed by the Fire Chief at the Department's January meeting.

2-4 CHAIN OF COMMAND:

2-4.1 The proper chain of command is to be the following:

Fire Chief; in his/her absence:
First Assistant Fire Chief, in his/her absence:
Second Assistant Chief, in his/her absence:
Captains, in their absence:
Lieutenants.

2-4.2 In the absence or before arrival of any of the above Command Officers, the oldest member or trustee on the first arriving fire apparatus will be the incident commander.

2-5 DUTIES OF OFFICERS:

2-5.1 FIRE CHIEF – The Fire Chief is in command of all fires, alarms, any emergency calls, parades, drills and any other exercise or incident involving Fire Department personnel and City and Rural Fire District equipment at any time the Department is called out. The Fire Chief is also in charge of all Fire Department personnel and equipment when responding to a mutual aid call.

2-5.2 The Fire Chief is to order all necessary repairs and equipment as approved by the trustees for the Department and perform other duties as his/her office may require. The Fire Chief will also oversee all matters pertaining to the general welfare of the Department and see that training is received by the Department so that it might respond to those incidents listed in 1-4.1.

2-5.3 The Fire Chief is to perform all duties as set forth by ordinance's of the City of Auburn or requested by the City Council and/or the Nemaha County Rural Fire District.

2-5.4 FIRST ASSISTANT FIRE CHIEF – The Assistant Fire Chief is to assume the duties of the Fire Chief in the absence of the Fire Chief.

2-5.5 SECOND ASSISTANT FIRE CHIEF – The Second Assistant Chief is to assume the duties of the Fire Chief in the absence of the Fire Chief and the First Assistant Fire Chief.

2-5.6 CAPTAINS – The Captains are to assume the duties of the Fire Chief in the absence of the Fire Chief and both Assistant Fire Chiefs.

2-5.7 LIEUTENANTS – The Lieutenants are to assume the duties of the Fire Chief in the absence of the Fire Chief, First and Second Assistant Fire Chiefs and both Captains.

2-5.8 The Assistant Chiefs, the Captains, and the Lieutenants may be assigned duties at the incident scene as determined by the Fire Chief or first in Command.

2-5.9 In the event of a leave of absence, resignation or death of one of the Officers, the vacancy shall be filled as per appointment by the Chief.

2-6 SAFETY OFFICER – The Safety Officer is to be responsible for the management of the occupational safety and health program of the Department. The Board of Trustees is to assist the Safety Officer.

2-6.1 The Safety Officer is to observe the emergency scene, training scene and the fire station and determine that all operations are being conducted in a safe manner. If he/she witnesses an unsafe condition, the Safety Officer is to stop the unsafe operation by either ordering it stopped or informing the Incident Commander of the unsafe operation or condition and having it handled by the Incident Commander.

2-6.2 The Safety Officer along with the Board of Trustees is to develop safety programs and guidelines to be followed in the station, at training exercises and during emergency incidents.

2-6.3 The Safety Officer is to maintain permanent records for each member of all accidents, injuries, illness, exposures to known or suspected toxic products or contagious diseases or deaths that are or might be job related.

2-6.4 The Safety Officer is to be appointed by the Fire Chief at the Department's January meeting.

CHAPTER 3 – MEMBERSHIP

3-1 SCOPE:

3-1.1 This chapter contains the requirements to become a member of the Department and the duties of the members of the Department.

3-2 PURPOSE:

3-2.1 The purpose of this chapter is to define the process of membership into the Department and outline the responsibilities after becoming a member.

3-3 ADMISSION:

3-3.1 Admission into the Department shall follow requirements of Article IV of the Constitution.

3-3.2 New members will be screened by the Board of Trustees.

3-3.3 New members, after being voted in by the Department, shall also be approved by the City Council at one of their regularly scheduled meetings.

3-4 PROBATION:

3-4.1 Each new member after being voted into the Department is to serve a six month probationary period. This period shall begin at the date of acceptance by the City Council.

3-4.2 During this six month probationary period the new member will be covered by all insurances required by law for a regular member of the Department.

3-4.3 All personal protective equipment (P.P.E.) will be provided to the new member during this probationary period.

3-4.4 New members, during the probationary period shall be afforded all benefits as other members of the Department and are expected to respond as regular members except as stated below:

1. Proposed members may not respond to an emergency scene or participate actively in any training until approved by the City Council and proof of insurance has been received by the Fire Chief. The proposed member is encouraged to come to any meeting and training to observe during this time of approval process.
2. During the six month probation period when responding to an emergency scene, the new member shall stay with an officer of the Department and not participate in any fire ground

activity with the exception of some support activities as directed by an officer. The new member may not drive Fire Department vehicles during probationary period.

3-4.6 The new member is encouraged to attend any additional training, above the normal monthly training of the Department, that may be available during this probationary period.

3-4.7 During the first year a new member will need a up to date C.P.R. card and an Emergency Vehicle Operations course. (E.V.O. class)

3-4.8 If the new member is accepted as a full member of the Department, a Certificate of Membership will be issued along with a copy of By-Laws & S.O.P., a Department badge, dress uniform, shirt and Department jackets.

3-4.9 New members will need to take in-House Training during the first year on:

1. Fire Hydrant training,
2. P.P.E. testing,
3. S.C.B.A. testing,
4. Truck Pump operations

3-6 RESIGNATION:

3-6.1 Resignation of membership is to be according to Article IV of the Constitution.

3-7 DUTIES OF MEMBERS:

3-7.1 All members are expected to take an active role in all aspects of the Department.

3-7.2 All members are expected to pursue training throughout their career with the Department.

3-7.3 All members are to be responsible for keeping their issued equipment and uniforms in good condition. A Trustee is to be notified of any needed repair or needed replacement of any member's equipment.

3-7.4 If any member becomes aware of any damage or loss of Department equipment they shall notify a Trustee as soon as possible.

3-7.5 All members are to wear all personal protective equipment as issued by the Department while enroute to and during an emergency incident unless otherwise permitted by a Command Officer.

3-8 ACTIVE DUTY:

3-8.1 Department members are considered on active duty upon first notification of an emergency call which would normally be by Department pager. Members are considered off

duty upon reaching their first destination after leaving the fire station after the response is finished.

3-8.2 Department members are considered on active duty during any emergency that the Department may be called to or during training exercises. Members are also considered on active duty when participating in any activity involving or relating to any Department function or other Department related activities so designated by the Fire Chief regardless of location of such activities.

These activities may include but not be limited to the following: Maintenance or cleaning of City or Rural Fire District equipment or the fire station, mutual aid or other Department related meetings, fire schools, or training sessions and fire education programs.

3-9 RED LIGHTS:

3-9.1 Department members who wish to install and use red lights on their personal vehicles must first obtain a red light permit issued by the Nemaha County Sheriff and signed by the Fire Chief.

3-9.2 The red light permit may be revoked at anytime if abused, carelessly used or if complaints have been filed with the Department.

3-9.3 Members are to obey all traffic laws while responding to and from all calls in their personal vehicles.

3-10 LEAVE OF ABSENCE DUE TO ILLNESS/MILITARY:

3-10.1 Any Member returning from an illness or injury that requires hospitalization or illness or injury after an absence from work and fire calls for seven consecutive days, must have a written authorization from his/her physician stating they are able to return to active duty. This written authorization is required whether the injury or illness is Fire Department related or not.

3-11 DISCIPLINE:

3-11.1 A Board of Trustees may be utilized to determine the final disciplinary action of any member or potential member who violates a Department Guideline. A hearing must be requested in writing no later than ten days after the initial disciplinary action. If the incident involves one of the Officers, that Officer will automatically disqualify himself from the Board.

3-11.2 Any Member or potential Member may be suspended for any of the following reasons:

1. Disobeying an order of a superior Officer in his/her official capacity.
2. Disorderly conduct and/or negligence of duties while on active duty.

3. Violation of a Standard Operating Guideline.
4. Any other violations of the Constitution or Bylaws.

3-11.3 Expulsion of a Member shall be according to Article VI of the Bylaws.

3-12.2 Any Member of the Department feeling aggrieved by another member or Officer may submit a complaint in writing to the Board of Trustees. Further action on the complaint is to be left up to the sole discretion of the Board of Trustees after a fair investigation is taken on the complaint.

3-12.2 The Member in which the complaint was filed against will have an opportunity to address the Board of Trustees to state his/her case prior to any decision being made.

Chapter 4 – OPERATIONAL PROCEDURES

4-1 SCOPE:

4-1.1 This chapter provides guidelines for responding to an emergency incident that apply to both the firefighter and Department apparatus.

4-1.2 This chapter provides guidelines for incident scene security and the investigation of fires.

4-2 PURPOSE:

4-2.1 The purpose of this chapter is to define for the member the process in responding to an emergency incident.

4-3 RESPONSE TO A CALL:

4-3.1 Members are to report to duty to the fire station when notified of an emergency.

4-3.2 When responding to the station or directly to the scene for an emergency in personal vehicles, members are to respond in as safe a manner as possible. All responses to the station are to be done without jeopardizing the safety of the citizens or the members themselves. Traffic laws are to be followed.

4-3.3 The Fire Chief and Assistant Fire Chief(s) may at their choosing carry their bunker gear with them and report to the scene without reporting to the fire station.

4-3.4 Any member living outside the Auburn city limits may upon approval of the Command Officers, carry their bunker gear in their personal vehicle and respond directly to the incident scene.

4-3.5 If, a member does not respond to the station, because he/she is in close proximity of the incident scene when the call goes out, this member may remain at the scene but is not to initiate or attempt any emergency action that would require personal protective clothing.

4-3.6 Members are to don their bunker gear at the station and respond to the scene in a department vehicle.

4-3.7 Any member that responds to the station but does not respond to the scene is to remain at the station in case additional equipment or manpower is requested or until released by the incident commander.

4-3.8 The station's communications room is to be monitored for radio traffic from the scene by any member who responds to the station but does not respond to the scene.

4-4 DEPARTMENT VEHICLE RESPONSE:

4-4.1 The following is a description of the Departments vehicles:

See attached sheet

4-4.2 The following is a guideline for minimum response to incidents for Fire Department trucks:

CITY STRUCTURE FIRES: Trucks: #7, #15, #14 and #9.

CITY VEHICLE FIRES: Trucks: #3, #7 and #9.

CITY VEHICLE ACCIDENTS: Trucks: #3, #7 and #9.

RURAL STRUCTURE FIRES: Trucks: #343, #8, #11 and #9.

RURAL VEHICLE FIRES: Trucks: #3, #9, #11 and #343.

RURAL GRASS FIRES: Trucks: #11, #8, #3, #9 and #343.

RURAL VEHICLE ACCIDENTS: Trucks: #3, #9 and #343.

MUTUAL AID: The specific equipment that the requesting Fire Department requests or use the following guidelines:

MUTUAL AID – CITY STRUCTURE FIRES: Trucks: #7 and #14.

MUTUAL AID – RURAL STRUCTURE FIRES: Trucks: #343, #8 and #11.

MUTUAL AID – GRASS FIRES: Trucks: #3, #8 and #11.

MUTUAL AID – VEHICLE ACCIDENTS: Trucks: #3 and #9.

4-4.3 Minimum and Maximum Staffing of Department Vehicles.

UNDER NO SITUATION WILL A FIREFIGHTER BE ALLOWED TO RIDE ON THE OUTSIDE OF A FIRE DEPARTMENT VEHICLE EITHER ENROUTE OR WHEN RETURNING FROM AN EMERGENCY SCENE, TRAINING OR ANY OTHER RESPONSE OR USE OF A VEHICLE.

	<u>MINIMUM</u>	<u>MAXIMUM</u>
Truck: #3	3	5
Truck: #7	3	5
Truck: #9	2	3
Truck: #15	2	3
Truck: #14	2	3
Truck: #343	3	5
Truck: #8	1	3
Truck: #11	1	3

4-5 VEHICLE OPERATORS:

4-5.1 The driver of a vehicle will also be the pump operator and is to stay with the vehicle at all times unless reassigned by a Command Officer.

4-5.2 No firefighter is to drive or operate a vehicle to an emergency scene until such firefighter has been trained and has completed the Department's vehicle training program for that vehicle.

4-5.3 The driver is responsible for the following in regard to driving a vehicle:

- (a) The purpose of responding to a scene is: TO ARRIVE SAFELY.
- (b) Take into consideration the weather and road conditions when responding and drive accordingly.
- (c) The driver is in charge of the vehicle.
- (d) The driver is to drive the most direct route to the scene unless directed differently by Command Officer.

4-5.4 At any time a vehicle is parked at an emergency scene or on a training exercise, the wheels are to be chocked. Chocking of the vehicle is the duty of the Driver for that vehicle.

4-5.5 At any time a vehicle is being backed up, at least one firefighter is to assist the driver to ensure that the vehicle is backed safely.

4-5.6 Firefighters are to be seated and properly using seat belts (in those vehicles that are equipped with seat belts) at any time the vehicle is in motion.

4-5.7 At no time will a firefighter be permitted to drive or operate an apparatus while under the influence of alcohol or drugs.

4-5.8 *At no time will the apparatus driver use a cell phone while enroute or when returning from an emergency scene, training or any other response or use of a vehicle.*

4-6 ACCIDENTS INVOLVING FIRE DEPARTMENT VEHICLES:

4-6.1 In the event that any Department apparatus or personal vehicle driven by a Department member responding to an incident, is involved in an accident, the following procedures will be followed:

- a. If able, contact the Nemaha County Sheriffs dispatch and advise of the accident.
- b. Check and care for the injured on our apparatus as well as the other vehicles involved.
- c. Request a Command Officer from the Department.
- d. The Department Officer is to request a law enforcement unit at all times.
- e. Prior to moving any apparatus or vehicle, photographs shall be taken of all vehicles involved.
- f. The driver shall complete a Department accident report immediately upon return to the station.
- g. Firefighters on the apparatus involved will, in their own words complete a written report describing what happened.

4-6.2 If any other vehicles are involved, there is damage to the department vehicle, or any injuries are sustained, the vehicle shall not be moved until a law enforcement agency has investigated the accident and a Department command officer has given permission to move the vehicle.

4-6.3 Mutual aid shall be called immediately to handle the incident that the damaged vehicle was responding to.

4-6.4 The driver of the damaged vehicle shall have driving privileges revoked until a review of the accident has been fully completed. It is the job of the Command Officer on the scene to perform the accident review. The results of that review shall be forwarded to the Fire Board of Review for reinstatement of driving privileges.

4-6.6 If the Fire Chief is out of town or at work all efforts shall be made to contact him as soon as possible to report the accident.

4-7 ALCOHOL/DRUGS:

4-7.1 No member should respond to any departmental emergency or training activity if he or she has consumed any intoxicating substance, alcohol, or consumed any drug, including prescription and/or non-prescription drugs, the use of which interferes with the efficiency or mental or physical fitness of such member, or precludes the member from properly performing his or her duties as a member of the Department.

4-7.2 Command Officers, and/or the incident commander, have the authority to remove any member from service if, in their opinion, that individual appears mentally or physically impaired or in unfit condition.

CHAPTER 5 – INCIDENT COMMAND

5-1 SCOPE:

5-1.1 This chapter describes the Incident Command System (ICS) that will be used by the Department and the procedure to establish it. This ICS system will follow the system as defined in the National Incident Management System (NIMS). The Department members will be trained to ICS 100, 200, 300 and 400 as required by the Nebraska Emergency Management Agency (NEMA).

5-2 PURPOSE:

5-2.1 The purpose of the Incident Command System is:

1. To provide structure and coordination to the management of emergency incident operations.
2. To provide for the safety of personnel operation at emergency incidents through improved command and control of the situation(s) you are being faced with.
3. Improve the use of resources and tactical effectiveness.
4. Meet the OSHA/EPA regulations requiring the use of the ICS system for all hazardous materials incidents.
5. Meet NFPA Standard 1500 requirements for the use of an ICS system for all emergency operations.

5-3 ESTABLISHING COMMAND:

5-3.1 The person taking incident command (IC) is to consider the following:

1. What tactics and goals are to be used to handle the incident and to implement those tactics and goals.
2. Where the responding units are to be placed and what activity they are to carry out.
3. If responding units will be adequate to handle the incident or if more resources and what type of resources will be needed (mutual aid).
4. Develop an incident command structure appropriate to the needs of the incident and assign other functions of the incident command system if deemed necessary.
(Any function of the incident command system not assigned to another person is the responsibility of the Incident Commander.)

5-3.2 The above decisions are to be based on the following incident priorities:

1. LIFE SAFETY
2. INCIDENT STABILIZATION
3. PROPERTY CONSERVATION

5-4 TRANSFER OF COMMAND:

5-4.1 Once command has been established, transferring command to a higher ranking officer can be done in the following manner.

1. The current IC is to completely brief the new IC on the status of the incident including the following:

- a. The current tactical operations.
- b. The current effect of the tactical operations.
- c. Any on scene and incoming resources.
- d. The present incident organizational structure.

2. Once the briefing is done the new IC is then to advise the Sheriffs Office of the change of command.

5.5 DESIGNATING ASSIGNMENTS:

5-5.1 When designating assignments, normal names are to be used when possible instead of vehicle, officers or firefighters numbers. Example: Division Chief, interior officer, ventilation officer, water supply officer, etc. This is so any incoming units (mutual aid) can address these positions without having to know their numbers.

5-6 TERMINATING COMMAND:

5-6.1 Once the incident is over, the IC is to advise the Sheriff's Office that the command is terminated.

CHAPTER 6 – RESPONSE TO VEHICLE ACCIDENTS

6-1 SCOPE:

6-1.1 This chapter contains guidelines for the response to vehicle accidents with or without personal injuries by the Department.

6-2 PURPOSE:

6-2.1 The purpose of this chapter is to provide guidelines for the response to vehicle accidents. Specifically to designate vehicle response, firefighter duties, scene safety and assistance to the Auburn Rescue Squad.

6-3.1 The incident command system should be used as described in Chapter 5.

6-3.2 Primary duties of the Department at vehicle accident scenes may consist of the following:

- a. Extraction.
- b. Protect vehicles and personnel from fire risk.
- c. Traffic control.
- d. Cleanup.
- e. Control leak/spill of hazardous materials.

6-3.3 P.P.E. and/or ANSI Class 2 break-away vest will be worn.

CHAPTER 7 – FIREGROUND ACCOUNTABILITY

7-1 SCOPE:

7-1.1 This chapter describes the Personnel Accountability System to be used by the Department and the procedure to establish it. This system is also the system that is being used by the Nemaha County Mutual Aid Association.

7-1.2 This system is to be used at all incidents that the fire department may respond to.

7-2 PURPOSE:

7-2.1 The purpose of an accountability system is to maintain accountability for all Department personnel that have responded to an incident. This system is to provide a rapid accounting of all personnel at the incident scene.

7-3.1 The accountability system consists of two name tags for each firefighter. The tags will be attached to the ring on the back of the helmets.

7-3.2 The tags will be utilized in the following manner:

7-3.2.1 One tag is to be attached to a ring located in the fire apparatus that the firefighter responds to the scene on. It will be the duty of the Driver of each apparatus to see that each firefighter on his/her vehicle has attached their tag.

Prior to leaving the scene when the incident is over or when that apparatus is released, the Driver will see that all tags for his/her apparatus are returned to the appropriate firefighters.

If there is any unaccounted tags left, the Driver will notify the Incident Commander of the identity of the unaccounted firefighter(s). The Incident Commander will initiate a search for the unaccounted firefighter(s) immediately.

If the firefighter is still at the scene, his/her tag is to be attached to the apparatus that the firefighter will be returning to the station on.

Any firefighter responding to an incident in their own vehicle will attach one of their tags to the apparatus that the Incident Commander assigns them to.

7-3.2.2 The remaining tag is to be used at any time a firefighter enters a structure, confined space or any other operation deemed necessary by the Incident Commander.

A firefighter will be assigned to collect the tags by using an accountability board which is located in each AVFD pumper. The accountability boards are designed so that the person with the accountability board cannot oversee more than four different crews.

The boards are designed so that those firefighters assigned to a crew will be attached to the same ring with their assignment noted on the board along with the time entering and time due out if wearing an SCBA.

If wearing an SCBA, the time due out will be designated by adding 15 minutes to the Time In.

Upon leaving a structure, confined space or any other area that the second tag is used, the tags will be returned to the appropriate firefighter.

If there are any unaccounted tags, the Incident Commander is to be notified immediately and a search shall begin to locate the unaccounted firefighter(s).

7-3.3 At any time there is a catastrophic occurrence at an incident (collapse, explosion, etc.), an immediate accounting for all firefighters is to be done.

Each firefighter is to report to either the apparatus they responded on or if their tag is attached to an accountability board they are to respond to the firefighter with the accountability board.

7-3.4 Any unaccounted firefighter shall be reported to the Incident Commander and an immediate search is to begin.

CHAPTER 8 – SELF-CONTAINED BREATHING APPARATUS PERSONAL ALERT SAFETY SYSTEMS

8-1 SCOPE:

8-1.1 This chapter contains the Departments minimum requirements and guidelines for the wearing and maintenance of Self-Contained Breathing Apparatus (SCBA) and Personal Alert Safety Systems (PASS).

8-2 PURPOSE:

8-2.1 The purpose of this chapter is to specify the minimum requirements of when SCBA and PASS devices are to be worn and the minimum requirements for the maintenance of the SCBA and PASS devices.

8-3 USE OF SELF-CONTAINED BREATHING APPARATUS:

8-3.1 SCBA will be worn by all members working in areas where:

- a. The atmosphere is hazardous.
- b. The atmosphere is suspected of being hazardous.
- c. The atmosphere may rapidly become hazardous.
- d. The atmosphere may be oxygen deficient.

8-3.2 PASS devices are to be turned on at the same time that the air bottle for the SCBA is turned on. If the test sound does not function when the PASS device is turned on, the firefighter is not to enter any of the above mentioned areas, until the PASS device is replaced for his/her SCBA.

8-3.3 ESP (voice annunciators) devices for those SCBA's provided with the ESP's are to be turned on at all times that the SCBA mask is on a firefighter.

8-3.4 Firefighters using SCBA's are to operate in teams of two or more.

8-3.5 At anytime firefighters are working in SCBA in a hazardous atmosphere or performing duties as an entry team such as interior fire suppression, one other firefighter shall be located outside the hazardous area and assigned the duty of maintaining the accountability board as described in section 7-3.2.2. This accountability firefighter may be permitted to perform other duties outside of the hazardous area, such as apparatus operator, incident commander, or technician or aide, provided constant communication is maintained between the accountability firefighter and the firefighters making entry.

8-3.6 A second team consisting of at least two members with the same type of protective gear and SCBA as the original team members shall be assigned as soon as possible. This team may consist of the standby member and an additional member. This second team shall be available for rapid intervention in case of a need for rescue of the first team exists. Another standby member shall be assigned to fulfill, the responsibilities of the original standby member in case the second team enters the hazardous area for a rescue attempt.

8-3.7 When any team is working inside a burning structure or any area involving fire, the second team shall be provided with a second charged hose line.

8-3.8 If there are more than one team working inside hazardous area, a standby member or second team as outlined in the above sections shall be provided for each team unless proper communications as stated in section 8-3.5 can be provided for the multiple teams.

8-3.9 At any time any members are working inside any confined space, such members shall be provided with SCBA and shall use the SCBA unless the safety of the atmosphere can be established by air monitoring.

8-3.10 Members using SCBA shall not compromise the protective integrity of the SCBA for any reason when operating in a hazardous atmosphere, or in an atmosphere where the quality of air is unknown, by removing the facepiece or disconnecting any portion of the SCBA that would allow the ambient atmosphere to be breathed.

8-3.11 Members shall be tested in the safe and proper use of SCBA during their first year of probationary period and prior to any wearing of the SCBA at an emergency scene. Members shall be retested in the safe and proper use of SCBA at least annually. This testing shall be done according to guidelines set up by the Auburn Volunteer Fire Department.

8-3.12 The Department's compressed breathing air shall be tested by a qualified company at least twice a year with certification and documentation provided to the Department that the breathing air has been tested and that it meets the requirements of ANSI/CGA G7.1, COMMODITY SPECIFICATION FOR AIR, with a minimum air quality of Grade D, as well as meeting a dew point level of -65 degrees F or dryer (24ppm v/v or less) and a maximum particulate level of 5 mg/m³ air.

8-3.12 SCBA cylinders shall be hydrostatically tested for the periods specified by the manufacturers and the applicable governmental agencies. SCBA cylinders shall not be refilled if the hydrostat date is not up to date. N.F.P.A. 1989.7.4

8-3.13 All members shall be trained before being permitted to use SCBA in a hazardous atmosphere. Only members with a properly fitting facepiece shall be permitted by the fire department to function in a hazardous atmosphere with SCBA.

8-3.14 A growth of beard or facial hair at any point where the SCBA facepiece is designed to seal with the face, or hair that could interfere with the facepiece valve function shall be prohibited for members required to use SCBA. ref: O.S.H.A. – 1910.134(c)(1)

8-3.15 Use of contact lenses shall be permitted during SCBA use, provided that the member has previously demonstrated successful long-term contact lens use.

8-3.16 Nothing shall be allowed to enter or pass through the area where the SCBA facepiece is designed to seal with the face, regardless of the specific fit test measurement that can be obtained.

8-3.17 Any head covering that passes between the surface of the SCBA facepiece and the member's face shall be prohibited. The SCBA facepiece and head harness with straps shall not be worn over protective hoods.

8-3.18 The SCBA facepiece shall be cleaned and sanitized after any type of use. The harness assembly and cylinders shall be cleaned after each use. All straps for the facepiece and pack shall be extended out after each use.

8-3.19 All cylinders shall be refilled after each use. Cylinders shall be filled if found under 2000 P.S.I. No cylinder shall be refilled if the hydrostat date is not up to date. If a cylinder is found to be past the hydrostat due date it shall be taken out of service immediately and tagged "Do Not Use".

8-3.20 Facepieces and harnesses shall be kept matched by their equipment number.

8-3.21 The SCBA and cylinders shall be logged in on the appropriate log sheet after each use.

8-3.22 At any time any known damage or possible damage is found to any SCBA or cylinder the SCBA or cylinder shall be immediately taken out of service and tagged "Do Not Use". A Command Officer shall be notified of such damage so repairs may be ordered.

8-3.23 PASS devices shall be tested for proper operating functions after each use. PASS devices shall have the batteries replaced when needed and shall have the temperature sensitivity tested according to the manufacturer's recommendations every year. Documentation shall be kept on the battery replacement and temperature sensitivity test.

8-3.24 SCBA and PASS devices shall be inspected by the Department every month to be sure the equipment is in proper working condition and documentation shall be kept on the inspection.

CHAPTER 9 – WEATHER RELATED RESPONSE

9-1 SCOPE:

9-1.1 This chapter contains guidelines for response to weather related incidents that the Department may be called to.

9-2 PURPOSE:

9-2.1 The purpose of this chapter is to define response guidelines to weather related incidents such as, but not limited to, tornadoes, floods, ice storms, snow storms or other severe weather related incidents.

9-3 RESPONSE TO TORNADOS:

9-3.1 VEHICLE AND MEMBER RESPONSE

At least one member shall remain at the Fire/Rescue Communications Room to coordinate the weather watch activity.

Fire Trucks 7, 343, and 3; and Rescue vehicles will be used for spotting. Private vehicles may be used if appropriate communications can be maintained.

Vehicle numbers, occupants, and the location they will be at shall be listed on the Wipe-Off Board in the Communications Room.

Vehicles shall report to the Communications Room when they are on location and are not to leave unless they have advised the Communications Room.

9-3.2 RADIO USE

Radio frequency

	<u>Output / Input</u>
Fire Page	453.925/458.925
Fireground Center	453.2375/458.2375
Fireground West	453.425/458.425
Fireground East	453.675/458.675
Nemaha County EMA	453.550/458.550

Fireground West shall be used for communications.

9-3.3 FACILITY NOTIFICATION

The Nemaha County Sheriff's Office will be notified that spotters and the station are in service.

9-3.4 TORNADO OR FUNNEL CLOUD IS SPOTTED

Make sure Sheriff's Office is notified of the situation.

Spotters are to take appropriate action to protect themselves. They are to notify Communications if they leave their location.

9-3.5 ALL CLEAR

Check with Nemaha County Emergency Management for ALL CLEAR information.

Notify same facilities as mentioned above along with Sheriff's Office.

9-3.6 TORNADO TOUCHDOWN

If a tornado has come down with verified damage, re-page fire and rescue personnel to assist in search and rescue, and other appropriate action.

Notify the following of situation:

Sheriffs Office – advise Sheriff’s Office to notify: Nemaha County Emergency
Management Agency, Auburn City Utilities
Nemaha County Hospital (for possible injuries)
Request Mutual Aide if necessary.

Auburn Volunteer Fire Department General Operating Guidelines

ACKNOWLEDGEMENT

I, _____, hereby acknowledge and confirm that I have received
(Full Legal Name of Member)
and fully reviewed the Auburn Volunteer Fire Department General Operating Guidelines and
understand and agree to policy and procedures as stated within the Guidelines.

Dated: _____
Month, Day, Year

Member Signature

Printed Name of Member

Witness

Date

ORDINANCE NO. 8-12
 THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA

AGENDA ITEM
 NO 22

AN ORDINANCE OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA, FIXING COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE CITY; REPEALING THE ORIGINAL ORDINANCE NO. 1-11 OF SAID CITY; AND PRESCRIBING THE TIME WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT.

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

SECTION I That the Compensation and other benefits of the officers and employees of the City of Auburn, Nemaha County, Nebraska, is hereby fixed by category as follows:

<u>Categories</u>	<u>No. in each Category</u>	<u>Salary</u>	<u>Pension</u>	<u>Insurance</u>
<u>SWIMMING POOL</u>				
Manager	1	14.34 Hr. (Level 2) 11.71 Hr. (Level 1)		
Asst. Manager	2	9.97 Hr. (Level 4) 9.65 Hr. (Level 3) 9.45 Hr. (Level 2) 9.32 Hr. (Level 1)		
Lifeguards	(varies)	8.87 Hr. (Level 5) 8.77 Hr. (Level 4) 8.62 Hr. (Level 3) 8.51 Hr. (Level 2) 8.36 Hr. (Level 1)		
<u>LIBRARY</u>				
Library Director	1	2184.00 Mo.	1572.48	10329.36
Asst. Library Dir./Children's	1	10.54 Hr.	1150.97	0.00
Circ. Clerks	1	8.40 Hr.	0.00	0.00
Ref. Librarian	1	8.77 Hr.	957.68	0.00
Catalog Clerk	1	8.51 Hr.	0.00	0.00
<u>CITY SERVICES DEPARTMENT</u>				
Commissioner	1	3204.93 Mo.	2307.55	11709.72
Laborer	1	2610.40 Mo.	1879.49	11686.56
Laborer (Part Time)	2	15.06 Hr.	1503.59	0.00
Hvy. Equip. Operator	(varies)	11.00 Hr.	0.00	0.00
Part Time/Seasonal	(varies)	9.00 Hr.	0.00	0.00
<u>PARKS</u>				
Laborer (Seasonal)	1	13.05 Hr.	0.00	0.00
Laborer (Seasonal)	1	9.45 Hr.	0.00	0.00
Laborer (Seasonal)	(varies)	9.00 Hr.	0.00	0.00

POLICE DEPARTMENT

Police Chief	1	3972.80 Mo.	2860.42	12060.96
Sergeant	1	3518.67 Mo.	2533.44	11725.08
Police Officer	1	3042.00 Mo.	2190.24	15452.88
Police Officer	1	2984.00 Mo.	0.00	6705.00
Police Officer (Part Time)	4	17.00 Hr.	0.00	0.00

MISCELLANEOUS

Mayor	1	300.00 Mo.	0.00	37.80
Council Members	6	200.00 Mo.	0.00	37.80
Clerk	1	3574.13 Mo.	2573.38	15476.04
Deputy Clerk	1	2563.60 Mo.	1845.79	11682.60
Part Time Helper	1	8.00 Hr.	0.00	0.00
Part Time Helper	1	8.75 Hr.	0.00	0.00
Treasurer	1	200.00 Mo.	0.00	37.80
Building Inspector	1	928.56 Mo.	0.00	0.00
Forester	1	69.49 Qtr.	0.00	0.00
Physician	1	1.00 Annual	0.00	0.00
Fire Dept. Maintenance	1	476.89 Mo.	0.00	0.00

BOARD OF PUBLIC WORKS

Board Members	1	200.00 Mo.	0.00	18.96
	1	200.00 Mo.	0.00	18.96
	1	200.00 Mo.	0.00	18.96
	1	200.00 Mo.	0.00	18.96
	1	200.00 Mo.	0.00	6.60
General Manager	1	7227.66 Mo.	5203.92	10380.48
Line Tech. 1 st Class	1	24.63 Hr.	3073.82	14764.92
	1	25.60 Hr.	3194.88	12553.92
	1	24.63 Hr.	3073.82	14764.92
Line Tech. 2 nd Class	1	17.68 Hr.	2206.46	5994.84
General Serv. Tech.	1	18.02 Hr.	2248.90	9867.36
Line Tech. Superv.	1	26.85 Hr.	3350.88	10117.92
Maint. Mech/Rel. Op.	1	25.76 Hr.	3214.85	6235.92

Engineering Tech.	1	24.50 Hr.	3057.60	12534.60
General Serv. Tech.	1	18.02 Hr.	2248.90	11628.36
Acct. & Finance Manager	1	3504.42 Mo.	2523.18	6081.24
Cust. Serv. Spec. III	1	18.08 Hr.	2256.38	8643.24
Cust. Serv. Spec. II	1	18.80 Hr.	2346.24	9896.28
Cust. Serv. Spec. I	1	18.08 Hr.	2256.38	6009.48
Power Plant Op.	1	20.70 Hr.	2583.36	6097.44
	1	20.70 Hr.	2583.36	12418.32
	1	20.70 Hr.	2583.36	8731.20
Production Mgr.	1	4832.08 Mo.	3479.10	10136.04
Purchasing Agent	1	18.26 Hr.	2278.85	12308.04
General Serv. Tech	1	17.22 Hr.	2149.06	12300.00
WW Oper. III/Water Tech	1	21.10 Hr.	2633.28	6090.96
Water Tech. III, W.W. I	1	20.28 Hr.	2530.94	6082.44
Water Tech. Apprentice	1	13.22 Hr.	-0-	480.00
Water Tech. Apprentice	1	13.22 Hr.	-0-	5882.52
Water Op Grade I & WW Op Grade II	1	21.90 Hr.	-0-	6122.80
Water/Wastewater Mgr.	1	5109.66 Mo.	3678.96	6301.80

Regarding the Board of Public Works: wages/salaries herein are from the calendar year 2011 (any employees on scale are calculated with the proposed step increases which are subject to supervisor approval).

SECTION II. That Ordinance Number 1-11 of the City of Auburn, Nemaha County, Nebraska, and all other Ordinances or parts thereof in conflict herewith, be and the same are hereby repealed.

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

Passed and approved this 14th day of May, 2012.

J. Scott Kudrna, Mayor

ATTEST:

Sherry Heskett, City Clerk

(Seal)



City of Auburn

1101 J Street
Auburn, Nebraska 68305

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

MAYOR

Scott Kudrna

COUNCIL MEMBERS

Katy Billings

Mitch Bishop

Shawn Clark

Frank Critser

Larry Holtzman

Mary Kruger

May 14, 2012

Street Department Activity Report (April 2012)

- 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 around town
- Mowing Rec Complex and all parks
- Cut 5 trees in parkway area due to recent storms
- Picked up branches in all of the parks
- Cleaning bathrooms in Legion Park/Rotary/Mini Park
- Planted a tree for the Nature Classroom for Arbor Day at the old Charlie Hahn property
- Planted a tree at Calvert Elementary for the Arbor Day Celebration

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 April 2012

4431 Miles driven (1890 miles driven in April of 2011)
79 Citations issued (32)
92 Warnings issued (29)
24 Arrests made (12)
247 Calls for service (159)
16 Hours spent on animal control (28)
9 Traffic accidents investigated (4)

Other notable activity:

On April 13th Officer Neeman graduated from the Nebraska Law Enforcement Training Center.

On April 15th Chief Baker assisted with conducting interviews of the applicants for the American Legion Junior Law Cadet Program.

"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 23

Auburn Memorial Library

1810 Courthouse Ave
Auburn, NE 68305

City Council Report May 2012

- The library has received its State Aid check from the Nebraska Library Commission. It was used to purchase two computers that were going bad.
- Construction update: Framing is well underway, the roof is mostly done. There will also be four parking stalls added to the north parking area going west on the city right-of-way. I have spoken to Glen Hogue and he sees no issue with this. I am meeting with the Commissioners on May 9th to discuss the parking with them.

Statistical Report:

<u>Date:</u>	<u>Circulation:</u>	<u>Patrons:</u>	<u>Money to City:</u>	<u>Computer Use:</u>
April 2012	4,325	2,600	\$605.42	484
April 2011	5,242	2,454	\$673.15	617
March 2012	4,777	2,973	\$945.20	546
March 2011	5,242	2,892	\$1,010.80	617

AGENDA ITEM #23

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

BUDGET REPORT
CALENDAR 4/2012, FISCAL 7/2011

OPER: SK

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEKSPENDED
01-00-3100	GEN FEDERAL REVENUES	36,000.00	.00	12,193.66	33.87	23,806.34
01-00-3200	GEN STATE EQUALIZATION	178,811.72	.00	54,954.69	30.73	123,857.03
01-00-3202	GEN STATE MOTOR VH FEE	.00	.00	.00	.00	.00
01-00-3203	GEN MTR VEHICLE PRORATE	1,500.00	749.04	1,289.35	85.96	210.65
01-00-3204	GEN STATE AID	.00	.00	.00	.00	.00
01-00-3205	GEN STATE MIRF	.00	.00	.00	.00	.00
01-00-3208	GEN OTHER STATE	25,000.00	4,310.13	8,378.90	33.52	16,621.10
01-00-3301	GEN LICENSES & PERMITS	18,000.00	4,260.00	12,100.50	67.23	5,899.50
01-00-3306	GEN REIM/REFUNDS	7,000.00	26.24	7,277.47	103.96	277.47-
01-00-3310	GEN FRANCHISE FEES	80,000.00	2,905.26	62,965.10	78.71	17,034.90
01-00-3311	GEN IN LIEU OF TAXES	.00	.00	.00	.00	.00
01-00-3312	GEN BPW REVENUE PAYMENT	125,000.00	8,554.74	64,658.65	51.73	60,341.35
01-00-3314	GEN ST LIC AND CITY FINES	3,500.00	1,600.00	1,732.50	49.50	1,767.50
01-00-3325	GEN TICKET SALES	42,000.00	.00	130.00	.31	41,870.00
01-00-3326	GEN CONCESSIONS	600.00	.00	.00	.00	600.00
01-00-3327	GEN LESSONS	7,000.00	.00	.00	.00	7,000.00
01-00-3331	GEN FINANCING	.00	.00	.00	.00	.00
01-00-3332	GEN SALE OF MUNI PROPERTY	500.00	7,553.07	8,013.82	1,602.76	7,513.82-
01-00-3335	GEN CITY SALES TAX	340,000.00	29,265.69	213,658.72	62.84	126,341.28
01-00-3340	GEN INTEREST	2,500.00	72.35	1,580.83	63.23	919.17
01-00-3342	GEN PROGRAM & USE FEES	6,000.00	375.00	2,500.00	41.67	3,500.00
01-00-3346	GEN FOOTBALL PROGRAM REV	.00	.00	.00	.00	.00
01-00-3347	GEN GRANTS/DONATIONS	.00	.00	.00	.00	.00
01-00-3350	GEN MFO	11,000.00	.00	5,930.70	53.92	5,069.30
01-00-3351	GEN PROPERTY TAXES	506,582.00	43,994.29	165,670.73	32.70	340,911.27
01-00-3352	GEN MTR VEHICLE TAXES	67,000.00	5,917.58	37,266.90	55.62	29,733.10
01-00-3359	GEN CO TREAS OTHER	100.00	.00	.00	.00	100.00
01-00-3360	GEN MISC REVENUES	7,000.00	497.00	4,551.35	65.02	2,448.65
01-00-3361	FIRE PROPERTY TAXES	42,740.00	3,532.89	13,746.19	32.16	28,993.81
01-00-3362	FIRE MTR VEHICLE TAXES	.00	.00	.00	.00	.00
01-00-3363	FIRE MTR VEHICLE PRORATE	150.00	60.22	103.66	69.11	46.34
01-00-3368	FIRE OTHER STATE	2,000.00	346.55	673.69	33.68	1,326.31
01-00-3369	FIRE CO TREAS OTHER	8.00	.00	.00	.00	8.00
01-00-3999	GEN TRANSFERS IN	.00	.00	2,195.71	.00	2,195.71-
		=====	=====	=====	=====	=====
	DIFFERENCE	1,509,991.72	114,020.05	681,573.12	45.14	828,418.60
		=====	=====	=====	=====	=====
		=====	=====	=====	=====	=====
	PROOF	1,509,991.72	114,020.05	681,573.12	45.14	828,418.60
		=====	=====	=====	=====	=====

CALENDAR 4/2012, FISCAL 7/2011

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	24,448.45	177,705.38	65.03	95,544.62
03-00-3202	STREET STATE MOTOR VEHICLE FEE	26,500.00	7,152.64	19,868.19	74.97	6,631.81
03-00-3203	STREET MTR VEHICLE PRORAT	.00	.00	.00	.00	.00
03-00-3208	STREET OTHER STATE REV	.00	.00	.00	.00	.00
03-00-3306	STREET REIM/REFUNDS	.00	.00	26.46	.00	26.46-
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	4,119.48	33,721.67	67.44	16,278.33
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
		=====	=====	=====	=====	=====
	DIFFERENCE	349,750.00	35,720.57	231,321.70	66.14	118,428.30
		=====	=====	=====	=====	=====
		=====	=====	=====	=====	=====
	PROOF	349,750.00	35,720.57	231,321.70	66.14	118,428.30
		=====	=====	=====	=====	=====

CALENDAR 4/2012, FISCAL 7/2011

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
04-00-3321	PAVING WATER SEWER	60,000.00	14,379.34	31,034.15	51.72	28,965.85
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	14,379.34	31,034.15	51.72	28,965.85
		=====	=====	=====	=====	=====
		=====	=====	=====	=====	=====
	PROOF	60,000.00	14,379.34	31,034.15	51.72	28,965.85
		=====	=====	=====	=====	=====

AGENDA ITEM #23

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

BUDGET REPORT
CALENDAR 4/2012, FISCAL 7/2011

OPER: SK

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-00-4101	GEN SALARIES	112,356.68	9,473.78	64,487.01	57.39	47,869.67
01-00-4102	GEN HEALTH INSURANCE	24,977.16	342.78-	10,827.71	43.35	14,149.45
01-00-4103	GEN LIFE INSURANCE	1,200.00	.00	425.34	35.45	774.66
01-00-4104	GEN PENSION PLAN	6,000.00	.00	796.33	13.27	5,203.67
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	368.27	4,388.84	51.03	4,211.16
01-00-4201	GEN LEGAL EXPENSES	15,000.00	17.00-	10,964.52	73.10	4,035.48
01-00-4202	GEN UTILITIES	10,000.00	686.16	5,297.94	52.98	4,702.06
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	185.00	2.64	6,815.00
01-00-4205	GEN MEETING EXPENSES	4,000.00	489.65	2,111.71	52.79	1,888.29
01-00-4206	GEN SERVICES	37,000.00	669.94	29,882.14	80.76	7,117.86
01-00-4208	GEN BLDG & GROUNDS MAINT	5,000.00	.69	245.74	4.91	4,754.26
01-00-4209	GEN EQUIP & EQUIP MAINT	5,000.00	.00	2,913.82	58.28	2,086.18
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	65.40	23.78	209.60
01-00-4223	GEN TREE PROGRAM	4,275.00	.00	1,847.85	43.22	2,427.15
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	207.78	2,857.69	35.72	5,142.31
01-00-4289	GEN SAFETY PROGRAM	.00	.00	.00	.00	.00
01-00-4299	GEN MISC EXPENSES	1,000.00	.00	363.84	36.38	636.16
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	1,600.00	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	6,671.98	23,357.36	50.78	22,642.64
01-00-4999	GENERAL TRANSFERS OUT	.00	.00	8,917.00	.00	8,917.00-
		=====	=====	=====	=====	=====
	DIFFERENCE	451,073.84	19,808.47	318,653.44	70.64	132,420.40
		=====	=====	=====	=====	=====
		=====	=====	=====	=====	=====
	PROOF	451,073.84	19,808.47	318,653.44	70.64	132,420.40
		=====	=====	=====	=====	=====

BUDGET REPORT
 CALENDAR 4/2012, FISCAL 7/2011

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-02-4101	POLICE SALARIES	191,488.08	17,148.15	123,673.16	64.59	67,814.92
01-02-4102	POLICE HEALTH INSURANCE	52,500.00	844.14-	28,836.54	54.93	23,663.46
01-02-4103	POLICE LIFE INSURANCE	1,200.00	.00	629.94	52.50	570.06
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	2,392.38	66.46	1,207.62
01-02-4108	POLICE FLEX SPENDING PLAN	.00	.00	.00	.00	.00
01-02-4111	POLICE FICA MATCH	15,000.00	632.01	7,588.19	50.59	7,411.81
01-02-4201	POLICE LEGAL EXPENSES	.00	.00	.00	.00	.00
01-02-4202	POLICE UTILITIES	3,500.00	.00	896.52	25.61	2,603.48
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	152.00	60.80	98.00
01-02-4205	POLICE MEETING EXPENSES	2,000.00	251.50	2,526.65	126.33	526.65-
01-02-4206	POLICE SERVICES	59,200.00	4,828.47	37,021.30	62.54	22,178.70
01-02-4208	POLICE BLDG & GROUNDS MAI	.00	.00	.00	.00	.00
01-02-4209	POLICE EQUIP & EQUIP MAINT	10,000.00	7.68	4,828.20	48.28	5,171.80
01-02-4218	POLICE STATUTES & REFEREN	200.00	.00	104.24	52.12	95.76
01-02-4240	POLICE REIM/REFUNDS	.00	.00	.00	.00	.00
01-02-4250	POLICE SUPPLIES/MATERIALS	20,000.00	467.78	11,036.25	55.18	8,963.75
01-02-4299	POLICE MISC. EXPENSES	300.00	20.00	49.99	16.66	250.01
01-02-4400	POLICE CAPITAL OUTLAYS	30,000.00	.00	.00	.00	30,000.00
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	22,511.45	231,859.48	56.18	180,878.60
		=====	=====	=====	=====	=====
		=====	=====	=====	=====	=====
	PROOF	412,738.08	22,511.45	231,859.48	56.18	180,878.60
		=====	=====	=====	=====	=====

BUDGET REPORT
 CALENDAR 4/2012, FISCAL 7/2011

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-05-4101	FIRE DEPT SALARIES	5,722.68	476.89	3,338.23	58.33	2,384.45
01-05-4103	FIRE DEPT LIFE INS	1,525.00	.00	1,107.96	72.65	417.04
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	218.88	50.00	218.91
01-05-4202	FIRE DEPT UTILITIES	9,000.00	742.04	5,229.13	58.10	3,770.87
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	.00	.00	1,575.00
01-05-4205	FIRE DEPT MEETING EXPENSES	1,000.00	.00	.00	.00	1,000.00
01-05-4206	FIRE DEPT SERVICES	400.00	.00	.00	.00	400.00
01-05-4208	FIRE DEPT BLDG & GROUNDS	3,000.00	47.04	393.14	13.10	2,606.86
01-05-4209	FIRE DEPT EQUIP & MAINT	3,500.00	6,929.34	7,881.57	225.19	4,381.57-
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	10.49	1,045.97	38.74	1,654.03
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
	DIFFERENCE	79,910.47	8,205.80	26,414.88	33.06	53,495.59
	PROOF	79,910.47	8,205.80	26,414.88	33.06	53,495.59

BUDGET REPORT
 CALENDAR 4/2012, FISCAL 7/2011

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-07-4101	PARKS SALARIES	19,640.00	1,356.30	1,777.29	9.05	17,862.71
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	.00	32.22	2.14	1,470.24
01-07-4202	PARKS UTILITIES	18,000.00	1,076.03	10,986.99	61.04	7,013.01
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	51.00	51.00	.00	51.00-
01-07-4208	PARKS BLDG & GROUNDS MAIN	10,000.00	1,175.13	11,969.17	119.69	1,969.17-
01-07-4209	PARKS EQUIP & MAINT	5,000.00	112.78	249.46	4.99	4,750.54
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	216.18	1,201.38	10.01	10,798.62
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
	DIFFERENCE	70,042.46	3,987.42	30,975.56	44.22	39,066.90
	PROOF	70,042.46	3,987.42	30,975.56	44.22	39,066.90

BUDGET REPORT
 CALENDAR 4/2012, FISCAL 7/2011

OPER: SK

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	637.49	4,784.13	54.68	3,965.87
01-09-4203	SR CENTER INSURANCE	3,800.00	435.00-	2,983.50	78.51	816.50
01-09-4206	SR CENTER SERVICES	2,500.00	190.00	1,420.00	56.80	1,080.00
01-09-4208	SR CENTER BLDG & GROUNDS	5,500.00	.00	202.26	3.68	5,297.74
01-09-4209	SR CENTER EQUIP & MAINT	2,000.00	385.50	855.32	42.77	1,144.68
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	.00	5,000.00	55.56	4,000.00
		=====	=====	=====	=====	=====
	DIFFERENCE	31,850.00	777.99	15,374.24	48.27	16,475.76
		=====	=====	=====	=====	=====
	PROOF	31,850.00	777.99	15,374.24	48.27	16,475.76
		=====	=====	=====	=====	=====

BUDGET REPORT
 CALENDAR 4/2012, FISCAL 7/2011

OPER: SK

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-51-4101	LIBRARY SALARIES	61,819.92	5,056.14	35,601.10	57.59	26,218.82
01-51-4102	LIBRARY HEALTH INSURANCE	9,736.28	142.82-	5,507.43	56.57	4,228.85
01-51-4103	LIBRARY LIFE INSURANCE	480.00	.00	125.70	26.19	354.30
01-51-4104	LIBRARY PENSION PLAN	3,046.95	.00	624.36	20.49	2,422.59
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	238.59	2,508.52	53.04	2,220.71
01-51-4201	LIBRARY LEGAL	.00	.00	.00	.00	.00
01-51-4202	LIBRARY UTILITIES	8,700.00	.00	3,996.70	45.94	4,703.30
01-51-4203	LIBRARY INSURANCE	3,250.00	439.00	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	427.56	3,634.40	60.57	2,365.60
01-51-4208	LIBRARY BLDG & GROUNDS	1,500.00	155.00	2,525.55	168.37	1,025.55-
01-51-4209	LIBRARY EQUIP & MAINT	4,120.00	437.62	1,897.07	46.05	2,222.93
01-51-4228	LIBRARY BOOKS/AVS	14,000.00	1,549.86	7,908.29	56.49	6,091.71
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	376.30	2,554.17	42.57	3,445.83
01-51-4299	LIBRARY MISC EXPENSES	500.00	.00	54.17	10.83	445.83
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
		=====	=====	=====	=====	=====
	DIFFERENCE	130,832.38	8,537.25	70,801.27	54.12	60,031.11
		=====	=====	=====	=====	=====
		=====	=====	=====	=====	=====
	PROOF	130,832.38	8,537.25	70,801.27	54.12	60,031.11
		=====	=====	=====	=====	=====

BUDGET REPORT
 CALENDAR 4/2012, FISCAL 7/2011

OPER: SK

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-52-4101	SWIM POOL SALARIES	50,762.00	.00	.00	.00	50,762.00
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	.00	.00	1,000.00
01-52-4111	SWIM POOL FICA MATCH	3,883.30	.00	.00	.00	3,883.30
01-52-4202	SWIM POOL UTILITIES	15,000.00	332.25	7,263.04	48.42	7,736.96
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	.00	.00	1,000.00
01-52-4208	SWIM POOL BLDG & GROUNDS	2,500.00	51.86	132.71	5.31	2,367.29
01-52-4209	SWIM POOL EQUIP & MAINT	13,000.00	.00	3,916.69	30.13	9,083.31
01-52-4230	SWIM POOL SALES TAX	2,250.00	7.73	674.12	29.96	1,575.88
01-52-4240	SWIM POOL REIM/REFUNDS	.00	.00	.00	.00	.00
01-52-4250	SWIM POOL SUPPLIES/MATER	8,500.00	.00	28.80	.34	8,471.20
01-52-4299	SWIM POOL MISC EXPENSES	250.00	.00	80.00	32.00	170.00
01-52-4400	SWIM POOL CAPITAL OUTLAYS	.00	.00	.00	.00	.00
01-52-4999	SWIM POOL TRANSFERS OUT	.00	.00	.00	.00	.00
	DIFFERENCE	102,145.30	391.84	15,818.72	15.49	86,326.58
	PROOF	102,145.30	391.84	15,818.72	15.49	86,326.58

BUDGET REPORT
 CALENDAR 4/2012, FISCAL 7/2011

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
03-00-4101	STREET SALARIES	115,698.12	8,337.88	66,612.58	57.57	49,085.54
03-00-4102	STREET HEALTH INSURANCE	17,358.56	209.48-	11,299.08	65.09	6,059.48
03-00-4103	STREET LIFE INSURANCE	600.00	.00	222.62	37.10	377.38
03-00-4104	STREET PENSION PLAN	7,000.00	.00	1,388.04	19.83	5,611.96
03-00-4105	STREET WORKMEN COMP	9,500.00	.00	8,921.58	93.91	578.42
03-00-4106	STREET UNEMPLOYMENT	.00	.00	.00	.00	.00
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	500.27	4,754.00	53.71	4,096.91
03-00-4201	STREET LEGAL EXPENSES	.00	.00	.00	.00	.00
03-00-4202	STREET UTILITIES	8,500.00	698.36	5,716.07	67.25	2,783.93
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	.00	4,122.10	95.86	177.90
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	2,861.25	2,876.25	95.88	123.75
03-00-4230	STREET SALES TAX	.00	.00	.00	.00	.00
03-00-4231	STREET ROAD EQUIP PARTS	10,000.00	254.88	11,057.46	110.57	1,057.46-
03-00-4232	STREET ROAD EQUIP LABOR	3,000.00	.00	799.15	26.64	2,200.85
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	21.38	.00	21.38-
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	138.03	533.63	44.47	666.37
03-00-4259	STREET SHOP TOOLS	800.00	69.31	116.87	14.61	683.13
03-00-4260	STREET SMALL TOOLS	.00	7.69	7.69	.00	7.69-
03-00-4265	STREET PLUMBING SUPPLIES	.00	.00	.00	.00	.00
03-00-4271	STREET GASOLINE	22,000.00	.00	9,675.44	43.98	12,324.56
03-00-4272	STREET OIL/GREASE/ETC	750.00	100.97	244.62	32.62	505.38
03-00-4273	STREET TIRES & TIRE REPAIR	3,000.00	.00	582.90	19.43	2,417.10
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	1,067.97	17.80	4,932.03
03-00-4276	STREET SNOW/SAFETY FENCE	.00	.00	12.99	.00	12.99-
03-00-4277	STREET CONCRETE	10,000.00	1,098.75	2,323.63	23.24	7,676.37
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	69.29	69.29	69.29	30.71
03-00-4283	STREET SIGNS	500.00	.00	198.00	39.60	302.00
03-00-4284	STREET SIGN POSTS	200.00	.00	349.42	174.71	149.42-
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	.00	.00	1,200.00
03-00-4288	STREET FLARES/FLAGS/BARRI	50.00	.00	.00	.00	50.00
03-00-4289	STREET SAFETY PROGRAM	350.00	.00	61.95	17.70	288.05

CALENDAR 4/2012, FISCAL 7/2011

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	3,500.00	58.33	2,500.00
03-00-4299	STREET MISC SUPPLIES & MAT	700.00	.00	87.22	12.46	612.78
03-00-4300	STREET CAPITAL IMPROVE.	.00	7,647.24	12,707.24	.00	12,707.24-
03-00-4400	STREET CAPITAL OUTLAYS	.00	22,590.20	22,590.20	.00	22,590.20-
03-00-4500	STREET DEBT SERV PRINC	30,897.77	.00	.00	.00	30,897.77
03-00-4600	STREET DEBT SERV INTEREST	6,892.43	.00	2,600.00	37.72	4,292.43
03-00-4700	STREET BOND/WARRANTS	.00	.00	.00	.00	.00
03-00-4999	STREET TRANSFERS OUT	.00	.00	.00	.00	.00
		=====	=====	=====	=====	=====
	DIFFERENCE	301,272.79	44,664.64	187,261.46	62.16	114,011.33
		=====	=====	=====	=====	=====
		=====	=====	=====	=====	=====
	PROOF	301,272.79	44,664.64	187,261.46	62.16	114,011.33
		=====	=====	=====	=====	=====

CALENDAR 4/2012, FISCAL 7/2011

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
04-00-4206	STREET IMPROVEMENT SERVICES	200.00	.00	45.00	22.50	155.00
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	.00	.00	.00	105,000.00
04-00-4600	ST IMPROVE DEBT SERV INTEREST	46,432.50	.00	23,216.25	50.00	23,216.25
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	.00	23,261.25	15.34	128,371.25
		=====	=====	=====	=====	=====
		=====	=====	=====	=====	=====
	PROOF	151,632.50	.00	23,261.25	15.34	128,371.25
		=====	=====	=====	=====	=====

