

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.  
NOVEMBER 9, 2020

1. **PLEDGE OF ALLEGIANCE**

2. **ANNOUNCE** – “This is an open meeting of the Auburn City Council. The City abides by the Open Meetings Act in conducting business. A copy of the Open Meetings Act is displayed for public viewing on the North wall of these Chambers by the entrance door as required by State Law.”

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. Speakers are requested to address the Council when presenting. Speakers desiring or requesting to give more information than can be presented in 5 minutes are requested to submit written material (by the Thursday prior to the regularly scheduled meeting) to City Hall for distribution to the Council, Mayor, and required Department Heads.

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 may not forbid public participation at all meetings.

5. **APPROVAL OF MINUTES OF PREVIOUS MEETING(S).**

6. **APPROVAL OF FINANCIAL REPORT.**

7. **CLAIMS.**

8. **CONSIDERATION OF REQUEST** for Attendance at Meeting(s).

9. **LINDA DICKENS** request to address the Council for consideration of letter received by her regarding possible violation of City Ordinance No. 98.001, Animals Banned, for maintaining, poultry, chickens, turkeys, and other fowl within City limits (or extraterritorial jurisdiction) at 1319 26<sup>th</sup> St, Auburn, NE.

10. **7:10 p.m., or as soon thereafter as possible, - PUBLIC HEARING** for presentation of the Board of Public Works (“BPW”) proposed proprietary budget statement for 2021.

11. **MOTION** for consideration by Council to approve the Board of Public Works (“BPW”) proprietary budget statement for 2021.

12. **CONSIDERATION OF REQUEST FOR APPROVAL** of CDBG #18-HO-36067 (Owner Occupied Housing Rehab program) Drawdown #12 Housing Mgt/Lead Testing expenses and related claims.

13. **CONSIDERATION OF REQUEST FOR APPROVAL** for Contract amendment/extension of CDBG #18-HO-36067.

14. **APPROVAL/RATIFY** CDBG #18-HO-36067 (Owner Occupied Housing Rehab program) Drawdown #11 Hsg. Mgt./Lead testing expenses and related claims.

15. **APPOINTMENT** of interview/hiring committee for city administrator position.
16. **APPROVAL** of job description for city administrator position for publishing.
17. **RESOLUTION** for consideration by Council to sell eleven (11) items of City owned surplus personal property from the City Street Department, through BigIron Auctions, on-line auction services open to the Public.
18. **RESOLUTION/ORDINANCE** for consideration by Council to take corrective action on Zoning designation for Lot 4, Block 10, Grandview Add (Replat) to the City of Auburn, Nemaha County, Nebraska, in approving Commercial/Residential zoning designation on the entire lot as re-platted. (requested by property owner, Jeff Jones)
19. **RESOLUTION** for consideration by Council on directing the sale of City owned real estate (2020 “M” St) after nuisance abatement, by sealed-bid delivered to City Hall; and approving terms and publication of notice required for the same.
20. **REPORTS/RECOMMENDATIONS** - - From Dept. Heads.
  - a. Street Department
  - b. Fire Department
  - c. Library
  - d. Treasurer
  - e. Airport Report
21. **REPORTS/RECOMMENDATIONS** - - From Committees.
  - a. Street Committee
  - b. Keep Auburn Beautiful
  - c. Economic Development
  - d. Safety Committee
  - e. Building Committee
  - f. Legislative
  - g. Parks and Pool Committee
  - h. Housing
  - i. Other Committees & Reports
22. **REQUEST BY AUBURN EAGLES & AUBURN FIRE DEPARTMENT**, for the City 2020 public fireworks display at the Auburn High School on July 4<sup>th</sup>, 2020 with consideration for approval of requested funds for the display. (before Council by Lee Conner)
23. **ADJOURNMENT.**

Auburn, Nebraska  
October 12, 2020

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 October 12, 2020, 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 Auburn State Bank and at the Nemaha County Courthouse, and having been transmitted to all members of the City Council, all done on or before October 9, 2020. Mayor Dan White 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 Dan White. Upon roll call, the following members of the City Council were present: Billings, Shawn Clark, Tom Clark, Erickson, Janssen, and Jeanneret. Absent: No one.

Mayor White 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 Erickson moved to dispense with the reading of the September 14, 2020 (6:30 P.M. Budget Hearing and 7:00 P.M. Regular Meeting) meetings' minutes and to approve the same as written. The foregoing motion was seconded by Council Member Jeanneret and upon roll call vote, the following Council Members voted "YEA": Shawn Clark, Tom Clark, Erickson, Janssen, Jeanneret, and Billings. The following voted "NAY": No one. Motion: Carried.

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

The following September claims were presented before the Council for ratification: AFLAC, Wh-73.80; Baird Holm LLP, Se-340.00; Black Hills, Ut-119.87; Blue Cross-Blue Shield, Ins-6,618.10; Capital Business Systems, Se-Su-346.01; Come Higher Solutions LLC, Local Housing Program-859.50; Jeff Jones, Local Housing Program-881.70; Mid-American Benefits Inc., Ins-78.25; NE Dept. of Revenue, Sales Tax-63.25; Nebraska UC Fund, Unemployment Benefit-975.71; Auburn Region V Services, Se-660.00; The Standard, Ins-372.98; Time Warner Cable, Se-784.75; Verizon Wireless, Se-48.63; Windstream, Se-16.22. The following October claims were presented before the Council for approval or ratification: Amazon, Bk-AV-524.84; American Lawncare Inc., Se-1,200.00; American Recycling & Sanitation, Se-184.66; Angelo Ligouri, Se-5,901.30; Auburn Mem. Library Petty Cash, Su-52.62; Auburn Newspapers, Se-301.27; Baker & Taylor, Bk-AV-560.46; Bennet's Auto Body, Se-1,588.50; Auburn BPW, Reim-254.42; Bulldog Auto Supply Inc., Su-217.08; Capital Business Systems, Se-Su-323.96; Center Point Large Print, Bk-AV-136.96; Eakes Office Solutions, Su-888.18; Filter Care, Su-21.48; First National Bank Omaha, Card Transactions-5,531.67; First Wireless Inc., Equip-106.00; Follett School Solutions Inc., Su-187.35; General Fire and Safety Equipment, Se-249.25; Glenn's Corner Market, Su-284.00; Heiman Fire Equipment-1,389.25; Hobart Sales & Service, Re-344.03; Keep Nebraska Beautiful, Mem-50.00; Lynch's Hardware & Gifts, Su-18.95; Macqueen Equipment, Su-45.36; Menards, Su-300.11; Meyer Laboratory Inc., Su-114.15; Mr. Landscape Nursery & Garden, Trees-1,916.82; Nathan Wright, Se-Reim-307.10; NE Municipal Clerks Assn., Mem-35.00; OCLC Inc., Sub-62.44; OK Tire, Re-67.50; Overdrive Inc., Bk-AV-210.48; Petty Cash, Se-Su-59.64; Ricoh, USA Inc., Su-21.63; Rueter's, Su-208.50; Sack Lumber Co., Su-372.28; Sandry Fire Supply, Equip-2,897.00; Schendel Pest Control, Se-125.00; Trade Well Pallet, Inc., Su-1,800.00; Verizon Wireless, Se-40.01; Wex Bank, Su-1,001.01, Yolanda Kerr, Se-500.00.

Abbreviations for this legal: AV-Audio Visual; Bk-Book; Contrib-Contribution; CRA-Community Redevelopment Authority; DTR-Downtown Revitalization; 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, Materials & Parts; Sub-Subscription; TIF-Tax Increment Financing; Ut-Utilities; Wh-Withholding.

Council Member Billings moved to approve the claims which have not been previously approved by motion or resolution and ratify the ordinary and necessary expenses allowed and in accordance with Resolution No. 7-11 that was approved February 28, 2011. The foregoing motion was seconded by Council Member Erickson and upon roll call vote, the following Council Members voted "YEA": Erickson, Janssen, Jeanneret, Billings, Shawn Clark, and Tom Clark. The following voted "NAY": No one. Motion: Carried.

There weren't any requests to attend trainings or meetings.

Discussion was held on the request by Kyle Huntly for a home occupation at 1202 11<sup>th</sup> Street for gun smithing and gun sales. Without a motion being offered, no action was taken.

Council Member Erickson moved to approve the funding agreement with the Auburn Chamber of Commerce by the passage and adoption of Resolution No. 22-20. The foregoing motion was seconded by Council Member Janssen and upon roll call vote, the following Council Members voted "YEA": Janssen, Jeanneret, Billings, Shawn Clark, Tom Clark, and Erickson. The following voted "NAY": No one. Motion: Carried. A true and correct copy of said resolution is as follows:

RESOLUTION NO. 22-20  
Funding Agreement with Auburn Chamber of Commerce

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

Council Member Erickson moved to approve the placement of an EV charging station in the city parking area east of City Hall. The foregoing motion was seconded by Council Member Janssen and upon roll call vote, the following Council Members voted "YEA": Jeanneret, Billings, Shawn Clark, Tom Clark, Erickson, and Janssen. The following voted "NAY": No one. Motion: Carried.

Council Member Janssen moved for the approval and adoption of Resolution No. 23-20 authorizing the Mayor to sign the Nebraska Board of Public Roads Classifications and Standards 2020 Municipal Annual Certification of Program Compliance form. The foregoing motion was seconded by Council Member Tom Clark and upon roll call vote, the following Council Members voted "YEA": Billings, Shawn Clark, Tom Clark, Erickson, Janssen, and Jeanneret. The following voted "NAY": No one. Motion: Carried. Resolution No. 23-20 is attached to these minutes.

Council Member Billings moved to approve CDBG #18-HO-36067 Drawdown #9 and Drawdown #10 and the related claims. The foregoing motion was seconded by Council Member Janssen and upon roll call vote, the following Council Members voted "YEA": Shawn Clark, Tom Clark, Erickson, Janssen, Jeanneret, and Billings. The following voted "NAY": No one. Motion: Carried.

Council Member Erickson moved that pursuant to the recommendation of the DTR (Downtown Revitalization) Committee to approve the use of Community Development Block Grant Commercial Reuse Funding for downtown revitalization projects by the passage and adoption of Resolution No. 24-20. The foregoing motion was seconded by Council Member Tom Clark and upon roll call vote, the following Council Members voted "YEA": Tom Clark, Erickson, Janssen,

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

**RESOLUTION NO. 24-20**  
**TO APPROVE USE OF COMMUNITY DEVELOPMENT BLOCK GRANT COMMERCIAL**  
**REUSE FUNDING AS SUGGESTED BY THE REVITALIZATION REVIEW COMMITTEE**  
**SUGGESTED ACTIONS OF REVITALIZATION REVIEW COMMITTEE:**

Project #	Address	Total Request	Match	Match %	ReUse	ReUse %	Grant	Grant %	Loan	Loan %
RU 6	1304 Courthouse Ave	\$ 27,412.67	\$ 6,855.00	0.25	\$ 20,557.67	0.75	\$ 15,418.25	0.75	\$ 5,139.42	0.25
RU 7	905 Central Ave	\$ 5,180.00	\$ 1,295.00	0.25	\$ 3,885.00	0.75	\$ 2,913.75	0.75	\$ 971.25	0.25
RU8	910 Central Ave	\$ 4,500.00	\$ 1,125.00	0.25	\$ 3,375.00	0.75	\$ 2,531.25	0.75	\$ 843.75	0.25
RU 9	1206 J Street	\$ 45,750.00	\$ 11,437.50	0.25	\$ 34,312.50	0.75	\$ 25,734.38	0.75	\$ 8,578.12	0.25
RU 10	905 Central Ave	\$ 3,500.00	\$ 875.00	0.25	\$ 2,625.00	0.75	\$ 1,968.75	0.75	\$ 656.25	0.25
	Totals	\$ 86,342.67	\$ 21,587.50		\$ 64,755.17		\$ 48,566.38		\$ 16,188.79	

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

WHEREAS, CDBG reuse 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 Reuse Plan, program, and governing regulations, and,

WHEREAS, the City has previously adopted an amended Downtown Revitalization Reuse 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 \$48,566.38 and total loaned amount of \$ 16,188.79 to the applicant subject to the City's CDBG Downtown Revitalization Reuse Plan, program guidelines and regulatory provisions governing the Downtown Revitalization Reuse 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 Janssen moved for the City Council to authorize removal of nuisance structure(s) and clear real estate at 2500 "O" Street, with the cost of clean-up to be assessed to real estate or taxed to owners by the passage and adoption of Resolution No. 25-20. The foregoing motion was seconded by Council Member Erickson and upon roll call vote, the following Council Members voted "YEA": Erickson, Janssen, Jeanneret, Billings, Shawn Clark, and Tom Clark. The following voted "NAY": No one. Motion: Carried. A true and correct copy of said resolution is as follows:

**RESOLUTION NO. 25-20**  
**Of**  
**THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA**

A RESOLUTION DIRECTING NUISANCE ABATEMENT BY THE REMOVAL OF NUISANCE STRUCTURES AND UNMAINTAINED CONDITION OF THE REAL ESTATE AT 2500 "O" ST. AUBURN, NEBRASKA.

**WHEREAS**, on the 9<sup>th</sup> day of December, 2019, the City Council identified, reviewed, considered, and Determined the below described real estate herein as a nuisance to the City of Auburn, NE. and in need of immediate rehabilitation or removal of nuisance structures and condition upon real estate with the passage and adoption of Resolution No. 41.19.

**WHEREAS**, the City has been notified by Property Owners that rehabilitation will not be completed, and that removal of the nuisance structures and condition is necessary at the real estate described as follows:

2500 'O' St., Auburn, NE.  
LT 1, BLK 19, Calvert Add., to Auburn, NE. Owners:  
Matthew O. & Lisa M. Nichols  
Lienholder: none identified

**WHEREAS**, the owners, of said property have acknowledged the nuisance and have requested additional time to remove the nuisance structures and condition of the property by their own actions and expense.

**WHEREAS**, the property has been vacated and in a dilapidated state of disrepair for several years. Nuisance abatement is needed at this time to remove the nuisance which creates a hazard to the community and the welfare and safety of the public. The structures at the real estate are unsafe, in poor condition, and should be removed.

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

1. The City Council previously identified structures (dilapidated house and garage) and any adjacent buildings thereto upon the real estate herein, as a nuisance in an unsafe and structurally unsound condition, and in such a dilapidated state as to cause a health and safety risk to the community. The real estate identified herein remains in said dilapidated state and continuous to be a nuisance to the community and its residents.

2. The City Council approves the removal and clearing of the structures upon the real estate and the maintenance of the lot as needed for nuisance abatement, to be conducted by the City or a general contractor hired by the City for the purpose of conducting the same, if abatement is not completed by the owners of the real estate before December 31, 2020.

3. The City Council directs the cost of nuisance abatement and maintenance of the lot incurred herein by the City shall be assessed to the real estate and/or charged to the owner(s) pursuant to City Code Sect 150.03.

4. The City Council hereby authorizes the Mayor to approve, sign, and authorize any releases, contracts, agreements, or approvals necessary by the City to comply with the provisions herein.

Council Member Billings moved to approve issuance of Special Designated Liquor License applications for Ruth Heywood at Gallery 75 at 1122 J Street to be held on November 7, November 19, and November 21, 2020. The foregoing motion was seconded by Council Member Janssen and upon roll call vote, the following Council Members voted "YEA": Janssen, Jeanneret, Billings, Shawn Clark, Tom Clark, and Erickson. The following voted "NAY": No one. Motion: Carried.

Reports from department heads and council committees were given. A written financial report was provided by the Auburn Community Redevelopment Authority. A written report of law enforcement activities within the City of Auburn for September 2020 was also provided.

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

Mayor White declared the meeting adjourned.

---

Dan White, 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 October 12, 2020; 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 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 Meeting Act is posted on the North wall of the City Council Chambers by the entrance door.

---

Sherry Heskett, City Clerk

City Council Proceedings  
October 12, 2020

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 October 12, 2020, at 7:00 o'clock P.M., in Regular Meeting, open to the general public.

The meeting was called to order by Mayor Dan White. Upon roll call, the following members of the City Council were present: Billings, Shawn Clark, Tom Clark, Erickson, Janssen, and Jeanneret. Absent: No one.

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

The City Council approved the September 14, 2020 (6:30 P.M. Budget and 7:00 P.M. Regular Meeting) meetings' minutes as written.

The City Council approved the financial report.

The following September claims were presented before the Council for ratification: AFLAC, Wh-73.80; Baird Holm LLP, Se-340.00; Black Hills, Ut-119.87; Blue Cross-Blue Shield, Ins-6,618.10; Capital Business Systems, Se-Su-346.01; Come Higher Solutions LLC, Local Housing Program-859.50; Jeff Jones, Local Housing Program-881.70; Mid-American Benefits Inc., Ins-78.25; NE Dept. of Revenue, Sales Tax-63.25; Nebraska UC Fund, Unemployment Benefit-975.71; Auburn Region V Services, Se-660.00; The Standard, Ins-372.98; Time Warner Cable, Se-784.75; Verizon Wireless, Se-48.63; Windstream, Se-16.22. The following October claims were presented before the Council for approval or ratification: Amazon, Bk-AV-524.84; American Lawncare Inc., Se-1,200.00; American Recycling & Sanitation, Se-184.66; Angelo Ligouri, Se-5,901.30; Auburn Mem. Library Petty Cash, Su-52.62; Auburn Newspapers, Se-301.27; Baker & Taylor, Bk-AV-560.46; Bennet's Auto Body, Se-1,588.50; Auburn BPW, Reim-254.42; Bulldog Auto Supply Inc., Su-217.08; Capital Business Systems, Se-Su-323.96; Center Point Large Print, Bk-AV-136.96; Eakes Office Solutions, Su-888.18; Filter Care, Su-21.48; First National Bank Omaha, Card Transactions-5,531.67; First Wireless Inc., Equip-106.00; Follett School Solutions Inc., Su-187.35; General Fire and Safety Equipment, Se-249.25; Glenn's Corner Market, Su-284.00; Heiman Fire Equipment-1,389.25; Hobart Sales & Service, Re-344.03; Keep Nebraska Beautiful, Mem-50.00; Lynch's Hardware & Gifts, Su-18.95; Macqueen Equipment, Su-45.36; Menards, Su-300.11; Meyer Laboratory Inc., Su-114.15; Mr. Landscape Nursery & Garden, Trees-1,916.82; Nathan Wright, Se-Reim-307.10; NE Municipal Clerks Assn., Mem-35.00; OCLC Inc., Sub-62.44; OK Tire, Re-67.50; Overdrive Inc., Bk-AV-210.48; Petty Cash, Se-Su-59.64; Ricoh, USA Inc., Su-21.63; Rueter's, Su-208.50; Sack Lumber Co., Su-372.28; Sandry Fire Supply, Equip-2,897.00; Schendel Pest Control, Se-125.00; Trade Well Pallet, Inc., Su-1,800.00; Verizon Wireless, Se-40.01; Wex Bank, Su-1,001.01, Yolanda Kerr, Se-500.00.

Abbreviations for this legal: AV-Audio Visual; Bk-Book; Contrib-Contribution; CRA-Community Redevelopment Authority; DTR-Downtown Revitalization; 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, Materials & Parts; Sub-Subscription; TIF-Tax Increment Financing; Ut-Utilities; Wh-Withholding.

The City Council approved the claims which have not been previously approved by motion or resolution and ratified the ordinary and necessary expenses allowed and in accordance with Resolution No. 7-11 that was approved February 28, 2011.

There weren't any requests to attend trainings or meetings.

October 12, 2020

Page 2

Discussion was held on the request by Kyle Huntly for a home occupation at 1202 11<sup>th</sup> Street for gun smithing and gun sales. Without a motion being offered, no action was taken.

The funding agreement with the Auburn Chamber of Commerce was approved by the passage and adoption of Resolution No. 22-20.

The City Council approved the placement of an EV charging station in the city parking area east of City Hall.

The Mayor was authorized to sign the Nebraska Board of Public Roads Classifications and Standards 2020 Municipal Annual Certification of Program Compliance form by the passage and adoption of Resolution No. 23-20.

CDBG #18-HO-36067 Drawdown #9, Drawdown #10 and the related claims were approved.

The use of Community Development Block Grant Commercial Reuse Funding for downtown revitalization projects was approved by the passage and adoption of Resolution No. 24-20.

The City Council approved a motion to authorize removal of nuisance structure(s) and clear real estate at 2500 "O" Street, with the cost of clean-up to be assessed to real estate or taxed to owners by the passage and adoption of Resolution No. 25-20.

The City Council approved issuance of Special Designated Liquor License applications for Ruth Heywood at Gallery 75 at 1122 J Street to be held on November 7, November 19, and November 21, 2020.

Reports from department heads and council committees were given. A written financial report was provided by the Auburn Community Redevelopment Authority. A written report of law enforcement activities within the City of Auburn for September 2020 was also provided.

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

Sherry Heskett  
City Clerk

R. Daniel White  
Mayor

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

**TREASURER'S REPORT**  
**CALENDAR 10/2020, FISCAL 1/2020**

ACCOUNT TITLE	LAST REPORT ON HAND	RECEIVED	DISBURSED	BALANCE
GENERAL CHECKING	1,443,186.04	97,745.84	140,526.83	1,400,405.05
STREET CHECKING	378,776.19	59,897.19	90,418.12	348,255.26
STREET BOND/WARRANT CHECKING	16,809.90			16,809.90
TOTAL CHECKING:	1,838,772.13	157,643.03	230,944.95	1,765,470.21
TOTAL FIRE DEPT SINKING	75,177.55	.00	.00	75,177.55
TOTAL KENO RESERVE MMA:	34,982.05	397.10	.00	35,379.15
TOTOL KENO CHECKING	34,835.78	731.32	.00	35,567.10
TOTAL CDBG CHECKING	7,073.53	121,979.23	121,979.23	7,073.53
TOTAL CDBG DTR REUSE	152,285.33	1,031.24	17,989.26	135,327.31
TOTAL CDBG HD SAVINGS:	3,678.51	613.42	.00	4,291.93
TOTAL CRA CHECKING	687,392.65	3,905.38	1,146.50	690,151.53
TOTAL CITY REC CHECKING	59,714.21	.00	.00	59,714.21
GENERAL CD	100,400.29			100,400.29
TOTAL C.D.'S:	100,400.29	.00	.00	100,400.29
TOTAL CASH ON HAND:	2,994,312.03	286,300.72	372,059.94	2,908,552.81

AGENDA ITEM  
 NO 6

## **AGENDA ITEM NO. 7**

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

Sherry Heskett

**CLAIMS REPORT**  
 Check Range: 10/08/2020-10/31/2020

AGENDA ITEM  
 NO

7

VENDOR NAME	REFERENCE	
GENERAL FUND		
AFLAC	AFLAC WH	73.80
BCom Solutions, LLC	WEBSITE HOSTING/DIGITAL MARKET	980.00
BLUE CROSS-BLUE SHIELD	HEALTH INSURANCE	3,079.51
AUBURN BPW	ELEC	369.28
BOCKMANN INC	ASBESTOS TESTING	180.00
FELICIA SHEFFERD	LOCAL HOUSING PROGRAM GRANT	1,342.50
KIDWELL	PHONES	4,285.00
LEAGUE ASSOC OF RISK MANAGEMEN	20-21 Insurance Renewal	13,393.36
MID-AMERICAN BENEFITS INC	HEALTH INSURANCE	30.25
AUBURN REGION V SERVICES	CLEANING SERVICE	250.00
THE STANDARD	LIFE INSURANCE	84.32
TIME WARNER CABLE	PHONE ACCT	501.32
WINDSTREAM NEBRASKA INC	PHONE ACCT	16.44
		-----
		24,585.78
POLICE DEPARTMENT		
NEMAHA COUNTY	LAW/CODE ENFORCEMENT	29,000.00
		-----
	POLICE DEPARTMENT TOTAL	29,000.00
FIRE DEPARTMENT		
BLACK HILLS ENERGY	GAS BILL ACCT	94.20
AUBURN BPW	ELEC	192.63
LEAGUE ASSOC OF RISK MANAGEMEN	20-21 Insurance Renewal	9,693.90
AUBURN REGION V SERVICES	CLEANING SERVICE	50.00
THE STANDARD	LIFE INSURANCE	150.88
TIME WARNER CABLE	PHONE ACCT	114.72
		-----
	FIRE DEPARTMENT TOTAL	10,296.33
PARK DEPARTMENT		
AUBURN BPW	ELEC DEMAND	2,592.05
LEAGUE ASSOC OF RISK MANAGEMEN	20-21 Insurance Renewal	6,745.17
AUBURN REGION V SERVICES	CLEANING SERVICE	280.00
		-----
	PARK DEPARTMENT TOTAL	9,617.22
SR. CENTER DEPARTMENT		
BLACK HILLS ENERGY	GAS BILL ACCT	60.84
AUBURN BPW	ELEC	441.21
		-----
	SR. CENTER DEPARTMENT TOTAL	502.05
LIBRARY DEPARTMENT		
BLUE CROSS-BLUE SHIELD	HEALTH INSURANCE	1,025.57
AUBURN BPW	ELEC	337.41
LEAGUE ASSOC OF RISK MANAGEMEN	20-21 Insurance Renewal	4,590.00
LINDA BANTZ	CUSTODIAL SERVICES	400.00
MID-AMERICAN BENEFITS INC	HEALTH INSURANCE	12.00
THE STANDARD	LIFE INSURANCE	30.65
VERIZON WIRELESS	PHONE ACCT	40.01

**CLAIMS REPORT**  
 Check Range: 10/08/2020-10/31/2021

VENDOR NAME	REFERENCE	VENDOR TOTAL
WINDSTREAM NEBRASKA INC	PHONE ACCT	253.25
	LIBRARY DEPARTMENT TOTAL	6,688.89
POOL DEPARTMENT		
BLACK HILLS ENERGY	GAS BILL ACCT	31.32
AUBURN BPW	ELEC	461.09
LEAGUE ASSOC OF RISK MANAGEMEN	20-21 Insurance Renewal	4,631.00
TIME WARNER CABLE	PHONE ACCT	126.97
	POOL DEPARTMENT TOTAL	5,250.38
	GENERAL FUND TOTAL	85,940.65
STREET FUND		
BLACK HILLS ENERGY	GAS BILL ACCT	39.19
BLUE CROSS-BLUE SHIELD	HEALTH INSURANCE	2,513.02
AUBURN BPW	ELEC	354.66
CORNKUSKER INTERNATIONAL	FINAL PAYMENT ON TRUCK	59,000.00
LEAGUE ASSOC OF RISK MANAGEMEN	20-21 Insurance Renewal	11,340.57
MARK HARMS	LAND USE	500.00
MID-AMERICAN BENEFITS INC	HEALTH INSURANCE	36.00
THE STANDARD	LIFE INSURANCE	89.38
TIME WARNER CABLE	PHONE ACCT	42.29
VERIZON WIRELESS	PHONE ACCT	51.33
		73,966.44
	STREET FUND TOTAL	73,966.44
CDBG GRANT FUND		
MIT CONTRACTING	CDBG 18-HO-36067	38,860.00
NJC CONTRACTING	CDBG 18-HO-36067	17,656.00
SOUTHEAST NE DEVELOPMENT DIST.	CDBG 18-HO-36067	4,734.24
BANTZ QUALITY BUILDERS	CDBG 18-HO-36067	29,097.00
MIT CONTRACTING	CDBG 18-HO-36067	2,217.00
SOUTHEAST NE DEVELOPMENT DIST.	CDBG 18-HO-36067	11,425.73
REUSE DTR		
RUTH HEYWOOD	DTR REUSE PROJECT 1206 J GRANT	17,989.26

**CLAIMS REPORT**  
Check Range: 10/08/2020-10/31/2020

VENDOR NAME	REFERENCE	VENDOR TOTAL
	CDBG GRANT FUND TOTAL	121,979.23
COMM REDEVELOP AUTHORITY		
AUBURN NEWSPAPERS	PUBLISHING	72.50
BAIRD HOLM LLP	LEGAL SERVICES	1,074.00
	COMM REDEVELOP AUTHORITY TOTAL	1,146.50
	Accounts Payable Total	283,032.82

**CLAIMS REPORT**  
**Check Range: 11/01/2020-11/05/2020**

AGENDA ITEM

NO 7

VENDOR NAME	REFERENCE	
GENERAL FUND		
AMERICAN LAWCARE INC.	LAWNCARE AND BACKFLOW TESTING	60.00
AUBURN NEWSPAPERS	PUBLISHING	212.05
BOCKMANN INC	ASBESTOS TESTING	80.00
CASEY AGENCY INC	BOND RENEWAL	125.00
CORNHUSKER PRESS	SUPPLIES	12.60
EAKES OFFICE SOLUTIONS	SUPPLIES	384.21
FIRST NATIONAL BANK OMAHA	CARD TRANSACTIONS	103.26
JP COOKE COMPANY	SUPPLIES	82.05
LOTTER TREE SERVICE LLC	SNOW REMOVAL	50.00
MEYER LABORATORY INC	SUPPLIES	88.90
MICROFILM IMAGING SYSTEMS INC	LASERFICHE LSAP WEBLINK	3,323.00
NEMAHA COUNTY	REIM APPLIANCE/DISPOSAL	1,988.50
PETTY CASH	PETTY CASH	61.13
STATE TREASURER OF NE	PET LICENSES FEE TO STATE	178.24
USPS	STAMPS	110.00
	ADMIN TOTAL	6,858.94
FIRE DEPARTMENT		
AMERICAN LAWCARE INC.	LAWNCARE AND BACKFLOW TESTING	60.00
FIRST NATIONAL BANK OMAHA	CARD TRANSACTIONS	71.95
	FIRE DEPARTMENT TOTAL	131.95
PARK DEPARTMENT		
AMERICAN LAWCARE INC.	LAWNCARE AND BACKFLOW TESTING	1,180.00
BENNET'S AUTO BODY	DIVING SERVICES IN CREEK	200.00
FIRST NATIONAL BANK OMAHA	CARD TRANSACTIONS	99.97
LYNCH'S HARDWARE & GIFTS	SUPPLIES	12.42
PETTY CASH	PETTY CASH SUPPLIES	38.50
SACK LUMBER COMPANY	MAINTENANCE SUPPLIES	181.95
	PARK DEPARTMENT TOTAL	1,712.84
SR. CENTER DEPARTMENT		
AIRSTREAM HEATING AND COOLING	SERVICE EQUIPMENT	190.00
FIRST NATIONAL BANK OMAHA	CARD TRANSACTIONS KEY HOLD	2.99
MEYER LABORATORY INC	SUPPLIES	17.90
	SR. CENTER DEPARTMENT TOTAL	210.89
LIBRARY DEPARTMENT		
AMAZON	BOOKS/AVS	357.18
BAKER & TAYLOR	BOOKS/AVS	661.07
BLACKSTONE PUBLISHING	BOOKS/AVS	528.34
CENTER POINT LARGE PRINT	BOOKS/AVS	377.71
EAKES OFFICE SOLUTIONS	SUPPLIES	91.49
GENERAL FIRE AND SAFETY EQUIPM	FIRE ALARM PANEL/SYSTEM UPDATE	2,312.40
LOTTER TREE SERVICE LLC	SNOW REMOVAL	55.00
OCLC INC	ILL/SUBSCRIPTION	62.44
OVERDRIVE, INC.	ILL/SUBSCRIPTION	896.26
RICOH USA, INC	EQUIPMENT COPIES	12.00

**CLAIMS REPORT**  
 Check Range: 11/01/2020-11/05/2020

VENDOR NAME	REFERENCE	VENDOR TOTAL
SCHOLASTIC BOOK FAIRS	BOOKS/AVS	173.42
THE PENWORTHY COMPANY	BOOKS/AVS	333.02
	LIBRARY DEPARTMENT TOTAL	5,860.33
	GENERAL FUND TOTAL	14,774.95
STREET FUND		
AKRS	PARTS/SUPPLIES	11.41
ALLAN DAUGHERTY	EQUIPMENT REPAIR LABOR	360.00
AUBURN DESIGN SHOP LLC	VEHICLE DECALS	26.00
BULLDOG AUTO SUPPLY INC	SHOP SUPPLIES	1,518.09
EGGERS BROTHERS INC	PARTS/LABOR	617.92
FILTER CARE	FILTERS	44.06
FIRST NATIONAL BANK OMAHA	CARD TRANSACTIONS BARRIC	931.45
LEAGUE ASSOC OF RISK MANAGEMEN	INSURANCE NEW TRUCK	922.18
LOTTER TREE SERVICE LLC	SNOW REMOVAL	45.00
LYNCH'S HARDWARE & GIFTS	SUPPLIES	9.79
MENARDS	SUPPLIES/PARTS	109.89
PETTY CASH	PETTY CASH TRUCK TITLE	24.32
SACK LUMBER COMPANY	SUPPLIES	64.02
		4,684.13
	STREET FUND TOTAL	4,684.13
	Accounts Payable Total	19,459.08

AGENDA ITEM

NO 9

October 27, 2020

To whom it may concern:

I wish to address the city council  
on Nov. 9, 2020 in regards to  
a letter I received concerning  
the violation of city ordinance  
98.001

Linda Dickson  
408-319-5560



October 22, 2020

Sent via Certified Mail, Return Receipt Requested to tenants/1st Class Mail to owners:

**City of Auburn**

1101 J Street  
Auburn, Nebraska 68305

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

**MAYOR**

Dan White

**COUNCIL MEMBERS**

Katy Billings

Shawn Clark

Tom Clark

Chris Erickson

Rick Janssen

Jeff Jeanneret

Ms. Linda Dickens &  
Mr. Jimmy Titus (rental residents)  
1319 26th Street  
Auburn, NE 68305

Mr. Donald L. Law &  
Mrs. Diane E. Law  
4215 N. Devonshire Dr.  
St. Joseph, MO 64506-4572

Dear Owners & Tenants,

It has been brought to our attention that you have ducks, chickens, and fowl at your residence located at 1329 26th St., Auburn, NE, as shown in the pictures attached hereto as Ex. "A", which a direct violation of City Code § 98.001, *see attached*. This City Code violation is punishable daily, or every 24 hr. period, that you are in violation. No notice is required for this violation. Please correct and/or resolve your current code violations within the next 7 days, thereafter the City will file code violations in the Nemaha County Court, seeking a \$500 fine for each day that your code violations remain. The chicken and duck coops must be torn done and properly removed as they serve no purpose and are a nuisance to the community.

Should you fail to comply with this notice you will be cited pursuant to Code Sections 98.001, 98.999, and 10.99. Penalties may be as follows within City Code § 10.99 GENERAL PENALTY. "Any person who violates any of the provisions of the City Code, unless otherwise specifically provided herein, shall be deemed guilty of an offense and, upon conviction thereof, shall be fined in any sum not exceeding \$500. A new violation shall be deemed to have been committed every 24 hours of failure to comply with the provisions of this code", as shown in the copy of City Code § 10.99, enclosed herein for your reference.

Please conduct yourself accordingly. Thank you.

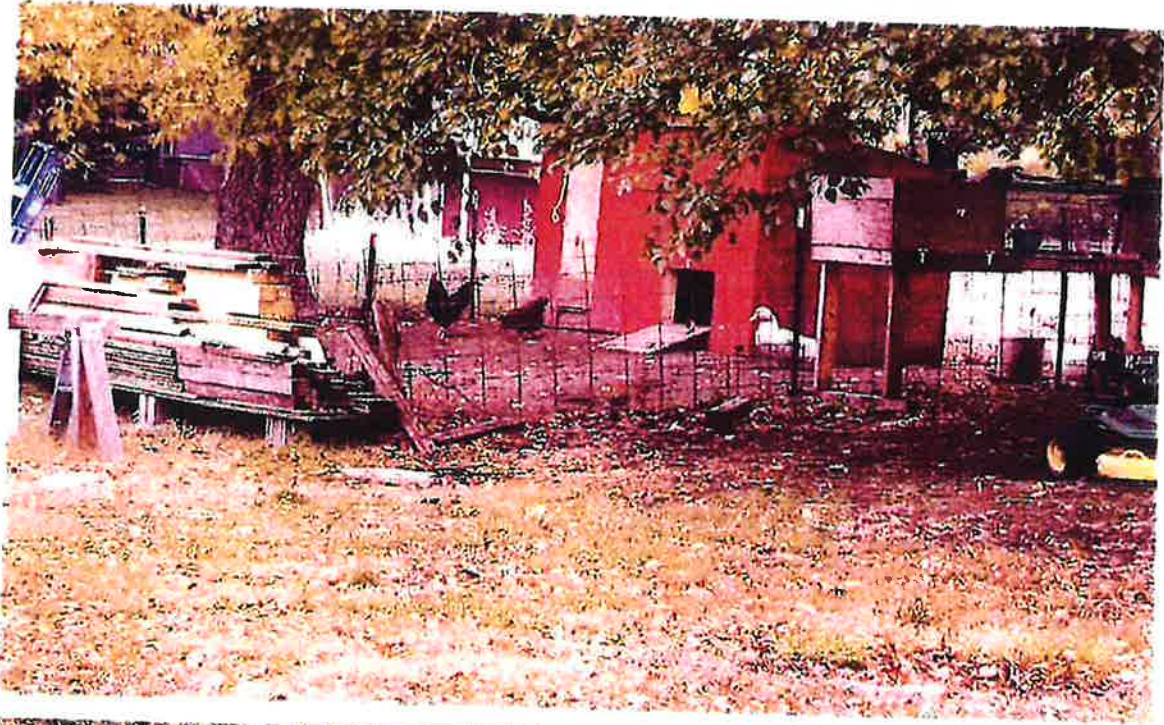
Sincerely,

Angelo M. Liguri,  
Attorney for City of Auburn, NE



EQUAL HOUSING OPPORTUNITY

AML/kv  
Enclosures  
Cc: Bldg Insp, City Hall, Council, BPW



Property Address: 1319 26<sup>th</sup> St., Auburn, NE 68305  
Parcel No: 640001564  
Owners of Record: Donald L. Law & Diane E. Law, 4215 N. Devonshire Dr., St. Joseph, MO 64506-4572  
Tenants: Linda Dickens & Jimmy Titus  
October 22, 2020  
Exhibit A, pg. 1 of 1

Print

Auburn, NE Code of Ordinances

**§ 98.001 ANIMALS BANNED.**

It shall be unlawful for any person to keep or maintain, within the corporate limits of the city, any horse, mule, sheep, cow, goat, swine, poultry, chickens, turkeys, geese or any other fowl or livestock.

(Prior Code, § 6-201) Penalty, see § 98.999

Auburn, NE Code of Ordinances

**§ 10.99 GENERAL PENALTY.**

Any person who violates any of the provisions of the city code, unless otherwise specifically provided herein, shall be deemed guilty of an offense and, upon conviction thereof, shall be fined in any sum not exceeding \$500. A new violation shall be deemed to have been committed every 24 hours of failure to comply with the provisions of this code.

***Statutory reference:***

*Authority to abate nuisances, see Neb. RS 18-1720 and 18-1722*

*Authority to impose fines, see Neb. RS 17-505*

**BOARD OF PUBLIC WORKS  
2021 BUDGET STATEMENT**

**ELECTRIC DEPARTMENT**

Summary of all Funds	Actual 2019	Actual/Est. 2020	Budget 2021
Beginning Balance	\$ 10,433,793	\$ 10,812,620	\$ 10,624,222
Total Revenue	6,445,349	6,319,646	6,284,153
Funds Available	16,879,142	17,132,266	16,908,375
Total Expenditures	6,000,767	6,345,372	8,211,219
Accrual Reconciliation +/-	(65,755)	(162,672)	(170,129)
Ending Unrestricted Balance	10,812,620	\$ 10,624,222	\$ 8,527,027
Ending Restricted Balance	154,654	\$ 162,672	\$ 170,129

**WATER DEPARTMENT**

Summary of all Funds	Actual 2019	Actual/Est. 2020	Budget 2021
Beginning Balance	\$ 556,453	\$ 662,649	\$ 216,600
Total Revenue	986,904	1,068,085	990,509
NDEQ Loan	242,954	255,000	250,000
Funds Available	1,786,311	1,985,734	1,457,109
Total Expenditures	1,297,178	1,489,201	2,403,692
Accrual Reconciliation +/-	173,516	(279,934)	(281,336)
Ending Unrestricted Balance	\$ 662,649	\$ 216,600	\$ (1,227,919)
Ending Restricted Balance	\$ 275,621	\$ 279,934	\$ 281,336

**WASTEWATER DEPARTMENT**

Summary of all Funds	Actual 2019	Actual/Est. 2020	Budget 2021
Beginning Balance	\$ 2,000,860	\$ 2,644,520	\$ 2,423,821
Total Revenue	1,059,663	1,039,929	974,798
Wastewater Bond Payment	454,567	447,810	445,503
Funds Available	3,515,090	4,132,259	3,844,122
Total Expenditures	1,146,161	1,233,364	1,373,301
Accrual Reconciliation +/-	275,591	(475,074)	(479,027)
Ending Unrestricted Balance	\$ 2,644,520	\$ 2,423,821	\$ 1,991,794
Ending Restricted Balance	\$ 478,540	\$ 475,074	\$ 479,027

Notice is hereby given that the Board of Public Works has filed a proposed proprietary budget statement with the Auburn City Clerk. The Mayor and City Council shall conduct a public hearing on the proposed budget statement. Said public hearing will be held on the 9th day of November, 2020 at 7:10 P.M or as soon as possible thereafter at the City Council Chambers, 1101 J Street, for the purpose of hearing testimony related to the proposed proprietary budget statement. The Board of Public Works Budget Statement is available for public review at City Hall, the Board of Public Works Offices during normal business hours and on the Board of Public Works website [www.auburnbpw.com](http://www.auburnbpw.com)

Sherry Heskett - Auburn City Clerk

October 27, 2020

## **ELECTRICAL DEPARTMENT 2021 PROPOSED BUDGET**

Wholesale power cost is the biggest expense in the Electrical department. Wholesale Power has three components that each affect total cost, with each component total cost changing each month. We also have four providers that provide the four different services that we work with.

The three cost components are:

Demand component which is 44% of total wholesale power cost.

Energy component is 43% of total power cost.

Transmission at 13%.

Our service providers are:

NPPD – Provides energy (KWHRS), demand (KW) and ancillary services which are based on the total KWHRS purchased and tied to voltage regulation. Also provided are spinning reserves, which are tied to the company that is your market participant supplying your power needs.

WAPA – Energy (KWHRS) & demand (KW). WAPA does not supply any ancillary services.

OPPD – Transmission cost on WAPA 4 meg. This is a pancake charge that will go away once the OPPD/WAPA PTP contract expires. NPPD 12 meg PTP transmission services. This will move to the SPP PTP with our WAPA 2021. We will pay a pancake fee until 2022 when all transmission rolls over to NITS.

SPP – WAPA 4 meg PTP transmission.

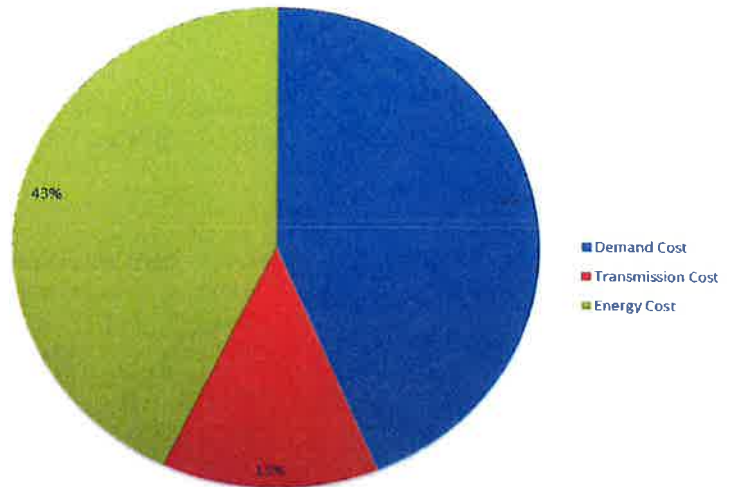
NPPD and WAPA are our two Wholesale Power Providers, while OPPD and SPP provide transmission.

NPPD provides all the excess power over our WAPA allocation which is a preset variable monthly allotment. For 2019 NPPD provided 79% of our total wholesale power needs while WAPA was 21%.

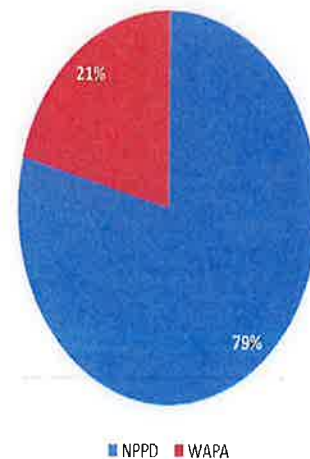
WAPA power is from the hydro dams in the Dakota's and has a lower cost than NPPD

When you look at most communities our WAPA allocation is a higher percentage than most. Blending this energy source with NPPD drops our average cost and allows Auburn to have some very competitive rates.

**Components of Wholesale Power Cost**



**Auburn BPW Wholesale Power Energy Source**

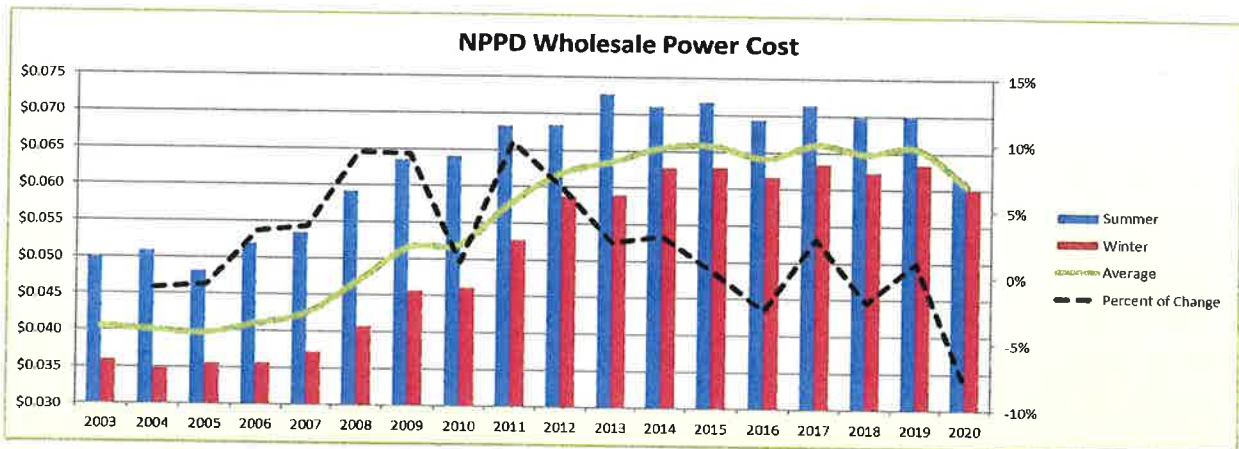


# **ELECTRICAL DEPARTMENT**

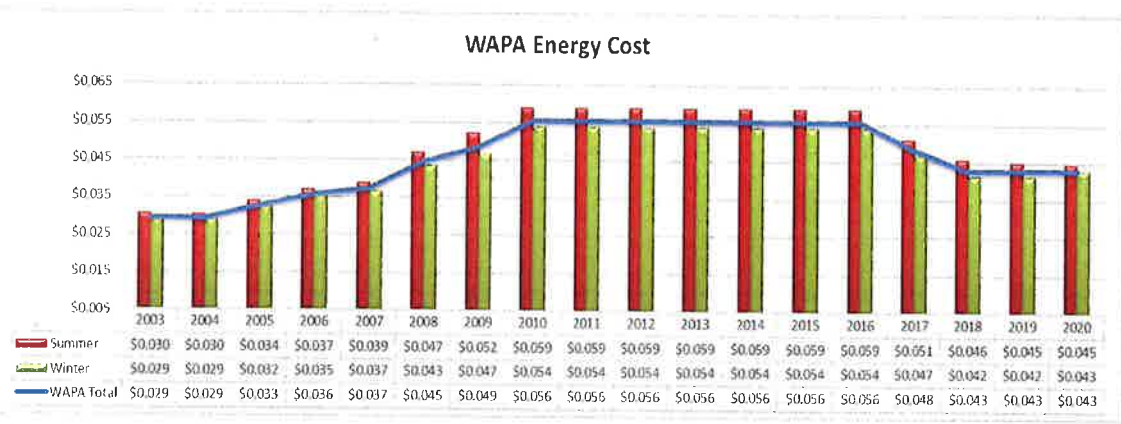
## **2021 PROPOSED BUDGET**

Currently 2020 total Wholesale Power costs are down about 7% on average. This is partially due to the lower billable demand (peak demand charge) we have been seeing this year, but mainly due to the changes we made in transmission services providers. You will note a big drop in NPPD Wholesale Power cost. This is driven by the lower cost of transmission for the NPPD portion of energy we receive with the NPPD transmission cost moving to OPPD zone cost.

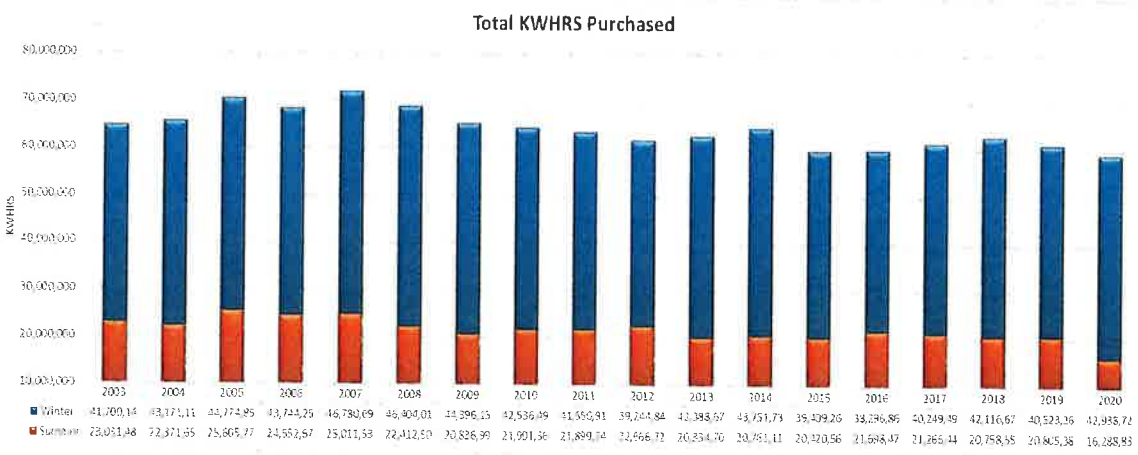
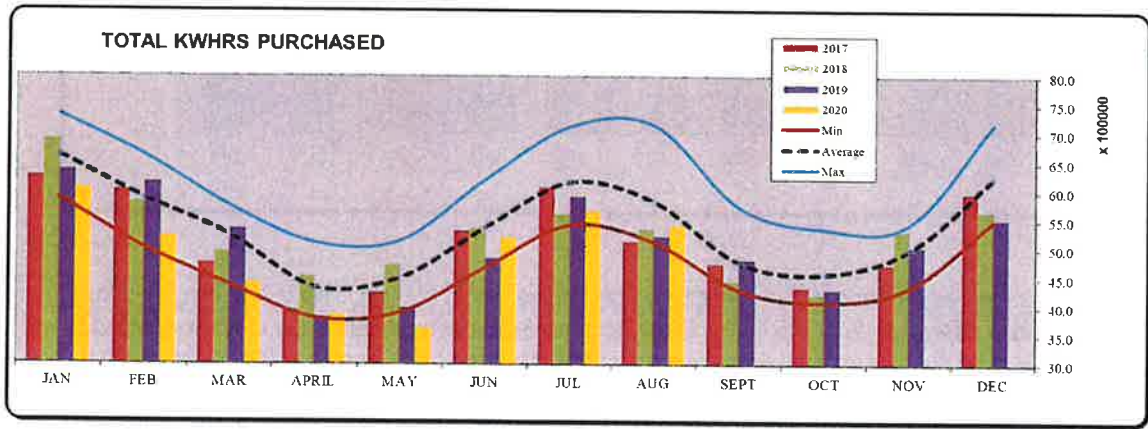
Our total average KWHR Wholesale Power cost for 2020 so far is \$0.0567 compared to 2019 of \$0.0607. NPPD average cost is \$0.061 compared to \$0.066 for 2019 and WAPA cost is the same for the last three years of \$0.043.



# ELECTRICAL DEPARTMENT 2021 PROPOSED BUDGET

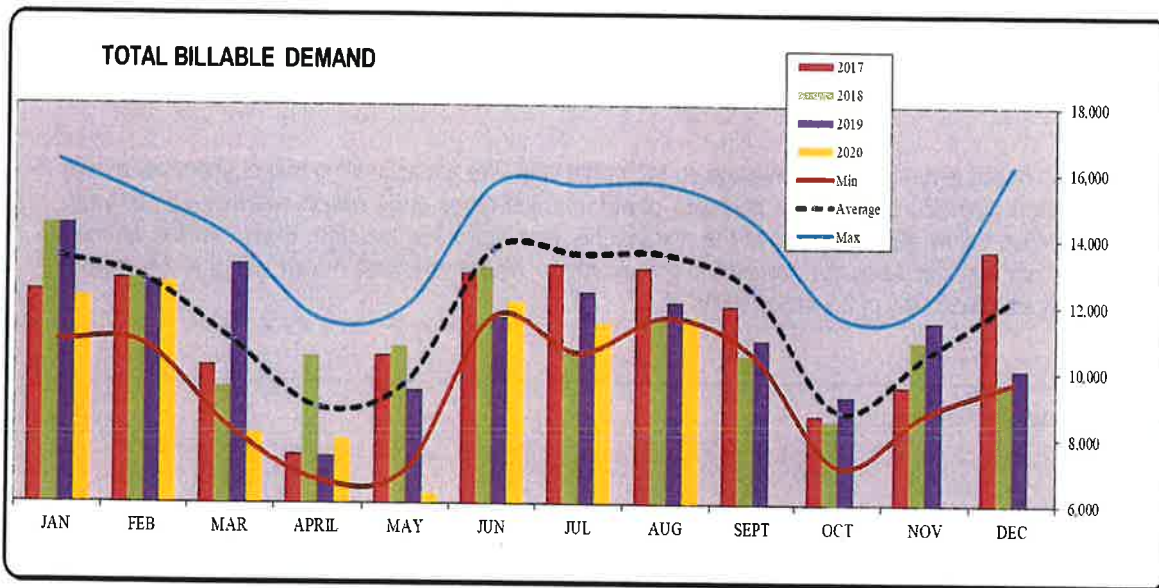


Total KWHRS purchased is running below average so far for the year. We are estimating that at year end we will be around 59 million KWHRS. Our average purchase power is in the range of 64 million KWHRS, so this year sales will be 5 million below average. Most of the months this year are below average. Even with the warmer weather we had, our summer sales did not exceed the average. May was lowest month with just 3.6 million compared to previous lowest May of 3.9 million KWHRS.



## ***ELECTRICAL DEPARTMENT 2021 PROPOSED BUDGET***

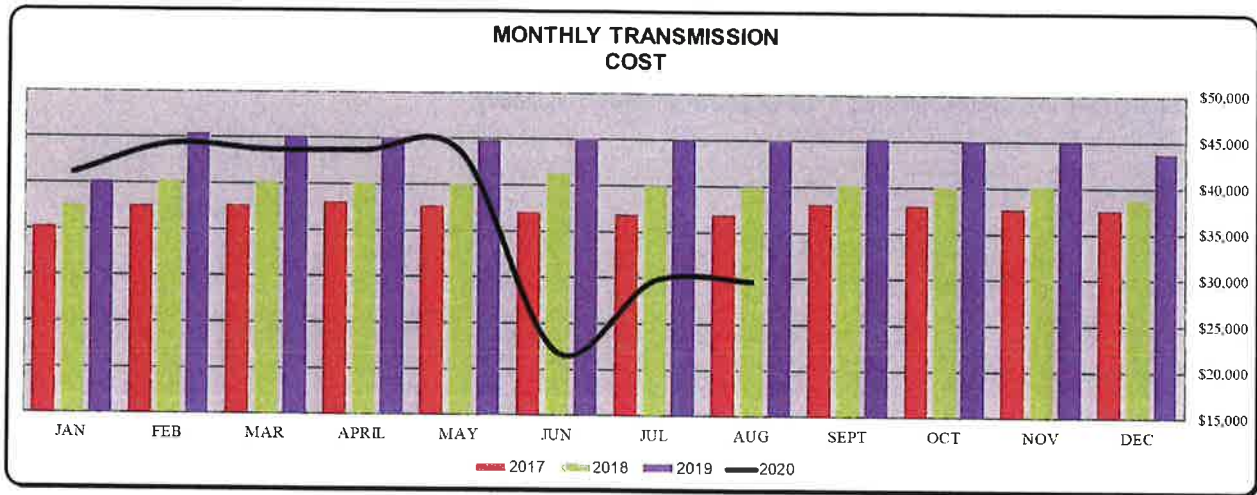
For 2020, our billable demand has been below average. This is mainly due to weather, but we suspect that COVID has impacted this some. As you can see from the graph, we generally peak in the winter. This is what is driving some of our concerns with the sub-station work this winter. You note that 2018 & 2019 our billable peak was almost 14 meg, with just one sub-station in service, our peak rated capacity is only 12 meg. These lower demand readings have a direct impact on KWHRS



On a good note you can see the drop in our transmission cost in the month of June. This is due from the move from NPPD Transmission Services to OPPD PTP. Our total transmission service before the move was \$43,000 per month. Since the move our total transmission cost is right at \$30,000 per month, or a \$10,000 a month savings. One thing to note is we are currently paying a pancake cost on the NPPD 12 and the 4 meg WAPA to OPPD. Once we get all our transmission moved completely to SPP NITS we will see some additional savings on top of what we are seeing now. Also, we are currently purchasing a total of 16 meg of transmission capacity. This is 2 meg above our peak. We would need to go back to 2009 to see this billable peak. This peak ties to Armstrong Cabinet and ACI. At this point this additional 2 meg of transmission capacity is a cheap resource that will allow us to grow load. If we were to get a large electrical customer and we were capped at our transmission capacity, we would need to have a SPP study completed to get the additional capacity to serve new customers.

# ELECTRICAL DEPARTMENT

## 2021 PROPOSED BUDGET



NPPD is planning a rate change for 2021 which will decrease demand cost 0.09% Summer & 4.5% Winter (-2.8% Average) and energy will increase 6.6% summer & 0.03% winter (2.6% Average). This is also with an increase of ancillary services from \$0.00026 to \$0.00028.

From the preliminary numbers I have ran using 2019 demand and KWHRS, overall, we should see a decrease in power cost by 4%. You need to note that most of this total cost decrease comes from savings we are now seeing with transmission.

You will note that our energy cost will increase about 2% or on average with summer energy cost increasing just over 5%.

I do not know what OPPD and SPP are planning on for transmission cost, but I don't expect these to increase that much.

NPPD is increasing energy component costs but also the ancillary service cost is increasing, which ties to energy. Between the savings we are seeing on transmission and the decrease in NPPD demand costs, I believe we can go another year without any change in electric rates.

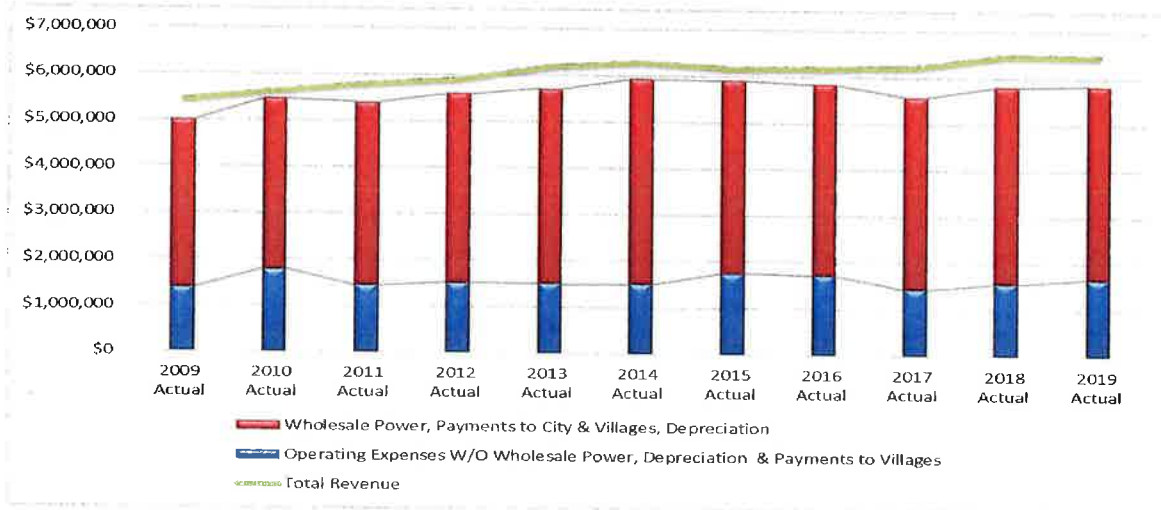
### 2021 Estimated Wholesale Power Cost Increase

	2020	2021		Percent of Increase	Total Rate Increase	Increase (Decrease) Amount
<b>Total Power Cost</b>	\$0.0592	\$0.0567	-\$0.0025	-4.41%	-4.41%	(\$0.00250)
<b>Winter</b>	\$0.0575	\$0.0543	-\$0.0032	-5.86%	-5.86%	(\$0.00318)
<b>Summer</b>	\$0.0626	\$0.0615	-\$0.0011	-1.86%	-1.86%	(\$0.00114)
<b>Demand/Transmission</b>	\$16.15	\$14.77	-\$1.3769	-9.32%	-9.32%	(\$1.38)
<b>Winter</b>	\$15.57	\$14.05	-\$1.5171	-10.80%	-10.80%	(\$1.52)
<b>Summer</b>	\$18.22	\$17.04	-\$1.1752	-6.90%	-6.90%	(\$1.18)
<b>Energy Only</b>	\$0.0237	\$0.0242	\$0.0005	2.12%	2.12%	\$0.00051
<b>Winter</b>	\$0.0239	\$0.0239	\$0.0001	0.35%	0.35%	\$0.00008
<b>Summer</b>	\$0.0233	\$0.0247	\$0.0013	5.46%	5.46%	\$0.00135

# **ELECTRICAL DEPARTMENT**

## **2021 PROPOSED BUDGET**

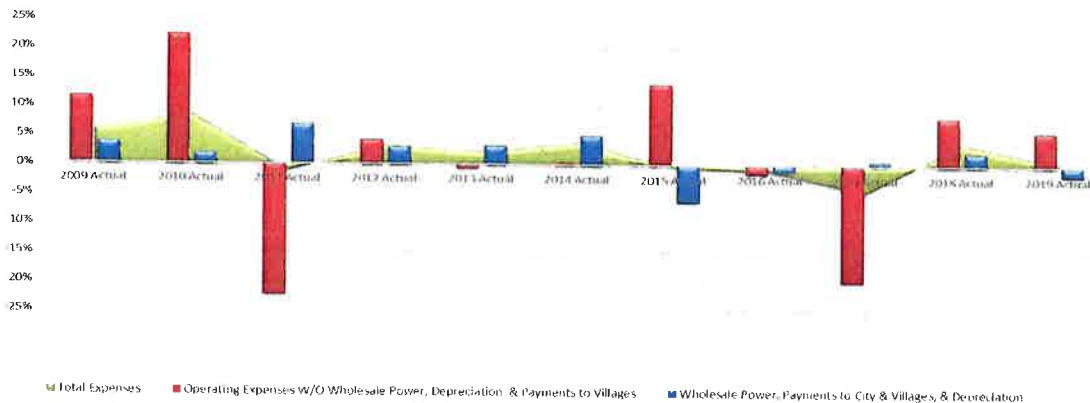
The chart below will give you an idea of revenue compared to expenses over the last few years. Total revenue in 2019 was right at \$6.5 million. While 2019 expenses totaled \$5.8 million with the larger portion going to wholesale power, franchise fees and depreciation in the amount of \$4.2 million while only \$1.7 million was operating expense. You can also see that overall operating expenses have generally run steady.



2018 total revenue was \$6.5 million so no increase in revenue to 2019. We are estimating that 2020 revenue will be at \$6.3 million, a decrease of \$200,000. Total expenses in 2018 ran \$5.8 million while 2019 expenses were \$5.83 an increase of just over \$30,000. We are projecting 2020 expenses to be around \$5.36 million.

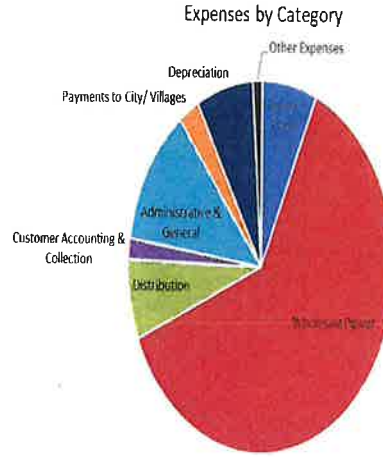
Since 2009 total expenses have increased an average of just 1% while operating expense without wholesale power, franchise fees and depreciation have increased 0%. Wholesale power franchise fees and depreciation cost average is 2%.

**Percent of Change in Total Expenses**



# ***ELECTRICAL DEPARTMENT 2021 PROPOSED BUDGET***

When you break out the expenses by category in 2019 you can see that Wholesale Power is 62% of our total expenses with depreciation and payments to City/Villages at 10% combined. We only have control over 28% of our total operating expenses.



# ELECTRICAL DEPARTMENT

## 2021 PROPOSED BUDGET

### ELECTRIC DEPARTMENT FINANCIAL

Final Audit Numbers	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 YTD Unaudited	2020 Budget Amount	2020 Estimated Year End	2021 Proposed Budget
<b>Revenue</b>									
Sales	\$5,123,559	\$5,178,460	\$5,196,917	\$5,454,665	\$5,331,458	\$ 3,502,566	\$5,507,929	\$ 5,239,495	\$ 5,232,882
Penalties	\$33,594	\$30,885	\$29,254	\$31,582	\$22,894	\$ 10,895	\$26,125	\$ 16,297	\$ 21,767
Other/Capacity Payments	\$929,758	\$888,746	\$904,026	\$877,589	\$863,607	\$ 556,095	\$838,376	\$ 831,864	\$ 894,636
Interest	\$80,812	\$78,978	\$79,816	\$103,194	\$223,080	\$ 143,943	\$150,087	\$ 215,325	\$ 189,231
Other Income	\$6,012	\$20,343	\$17,741	\$10,341	\$11,730	\$ 6,475	\$10,091	\$ 9,687	\$ 5,637
FEMA Storms/Flooding	\$0		\$0	\$0	\$4,310	\$ 4,665	\$0	\$ 6,978	\$ -
Other Non Operating Revenue									
<b>Total Revenue</b>	<b>\$6,183,735</b>	<b>\$6,197,412</b>	<b>\$6,227,754</b>	<b>\$6,477,371</b>	<b>\$6,457,079</b>	<b>\$ 4,224,640</b>	<b>\$6,532,608</b>	<b>\$ 6,319,646</b>	<b>\$ 6,284,153</b>
<b>Expenses</b>									
Power Plant	\$485,986	\$430,182	\$391,739	\$475,145	\$388,602	\$ 274,909	\$452,676	\$ 411,237	\$ 523,158
Wholesale Power	\$3,637,473	\$3,568,891	\$3,622,171	\$3,690,421	\$3,613,701	\$ 2,159,869	\$3,829,712	\$ 3,230,951	\$ 3,721,104
Distribution	\$477,972	\$484,100	\$253,314	\$231,766	\$404,640	\$ 274,295	\$632,853	\$ 410,319	\$ 525,730
Customer Accounting & Collection	\$95,932	\$109,975	\$130,234	\$102,816	\$106,789	\$ 82,364	\$117,690	\$ 123,208	\$ 117,709
Administrative & General Payments to City/Villages	\$678,354	\$689,821	\$643,767	\$663,555	\$697,959	\$ 411,538	\$753,531	\$ 615,620	\$ 729,816
Depreciation	\$144,138	\$144,822	\$141,403	\$154,050	\$149,212	\$ 88,442	\$157,335	\$ 132,301	\$ 154,269
Interest Expenses & Financial Charge	\$373,401	\$380,071	\$379,255	\$393,589	\$405,446	\$ 260,972	\$413,291	\$ 390,388	\$ 414,772
Principal/Bond Payment									
Other Expenses	\$16,719	\$13,778	\$20,650	\$93,633	\$65,981	\$ 30,642	\$84,740	\$ 45,838	\$ 4,939
<b>Total Expenses</b>	<b>\$5,909,975</b>	<b>\$5,841,640</b>	<b>\$5,582,533</b>	<b>\$5,804,975</b>	<b>\$5,832,330</b>	<b>\$ 3,583,031</b>	<b>\$6,441,829</b>	<b>\$ 5,359,861</b>	<b>\$ 6,191,497</b>
<b>Year End Net</b>	<b>\$273,760</b>	<b>\$355,772</b>	<b>\$645,221</b>	<b>\$672,396</b>	<b>\$624,750</b>	<b>\$ 641,609</b>	<b>\$90,779</b>	<b>\$ 959,784</b>	<b>\$ 92,656</b>

**ELECTRICAL DEPARTMENT**  
**2021 PROPOSED BUDGET**

	2020 YTD						2020		2021	
	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	Unaudited Amount	2020 Budget Amount	Estimated Year End	Proposed Budget	
<b>BUDGET SUMMARY</b>										
Labor	\$779,215	\$811,899	\$744,466	\$689,583	\$732,056	\$ 433,624	\$820,882	\$ 648,659	\$ 745,422	
Labor Benefits	\$290,413	\$287,306	\$248,668	\$293,712	\$300,312	\$ 198,234	\$319,178	\$ 296,539	\$ 333,266	
City Services	\$16,463	\$29,851	\$12,895	\$17,603	\$16,056	\$ 18,238	\$16,454	\$ 27,283	\$ 23,159	
Transportation	\$20,689	\$37,458	\$25,145	\$48,797	\$36,772	\$ 13,850	\$30,988	\$ 20,718	\$ 31,751	
Utilities	\$99,832	\$119,660	\$120,774	\$121,496	\$89,659	\$ 49,047	\$114,195	\$ 73,369	\$ 98,793	
Lube Oil & Fuel	(\$179)	\$2,216	\$67	(\$567)	\$776	\$ (134)	\$2,667	\$ (200)	\$ 4,000	
Maintenance	\$206,875	\$136,254	(\$14,754)	\$65,079	\$113,948	\$ 123,012	\$319,559	\$ 184,014	\$ 328,784	
Billing / Billing Supplies	\$31,628	\$19,862	\$59,580	\$34,525	\$34,343	\$ 33,131	\$42,255	\$ 49,560	\$ 41,997	
Property Liability										
Insurance	\$85,144	\$98,856	\$106,816	\$104,976	\$109,008	\$ 74,893	\$121,440	\$ 112,033	\$ 125,939	
Safety / Tools	\$18,879	\$26,361	\$20,986	\$26,484	\$22,436	\$ 18,620	\$22,138	\$ 27,863	\$ 28,601	
Inventory / Inventory Ad	\$17,842	\$11,898	\$26,208	\$94,571	\$78,119	\$ 30,642	\$76,856	\$ 45,838	\$ 3,305	
Depreciation	\$373,401	\$380,071	\$379,255	\$393,589	\$405,446	\$ 260,972	\$413,291	\$ 390,388	\$ 414,772	
Debt & P&I	\$0	\$0	\$0	\$0	\$0	\$ -	\$0	\$ -	\$ -	
Outside Services	\$88,107	\$61,421	\$61,528	\$62,161	\$55,217	\$ 58,233	\$100,342	\$ 87,112	\$ 109,350	
Payments to Villages	\$144,138	\$144,822	\$141,403	\$154,050	\$149,212	\$ 88,442	\$157,335	\$ 132,301	\$ 154,269	
Advertising & Donations	\$7,824	\$1,764	\$6,995	\$7,716	\$6,704	\$ 4,152	\$13,154	\$ 6,211	\$ 6,711	
Misc.	\$19,915	\$21,311	\$20,257	(\$20,482)	\$45,293	\$ 13,519	\$24,131	\$ 20,223	\$ 23,622	
Outside sales	\$51,332	\$32,088	\$8,318	\$16,721	\$8,689	\$ 4,686	\$9,366	\$ 7,010	\$ 10,350	
Wholesale Power Cost	\$3,637,473	\$3,588,891	\$3,622,171	\$3,690,421	\$3,613,701	\$ 2,159,669	\$3,829,712	\$ 3,230,951	\$ 3,721,104	

**ELECTRICAL DEPARTMENT**  
**2021 PROPOSED BUDGET**

**2021 Electric Department Capital Projects**

**Power Plant / Substation / Transmission**

Roof Power Plant Oil Room	\$ 7,000
Transmission/Substation Upgrade	\$1,500,000
<u>SCADA Upgrade</u>	<u>\$ 150,000</u>
	<b>\$1,657,000</b>

**Distribution**

Wink Tap Rebuild Primary URD	\$ 80,000
LED Change Outs Auburn	\$ 15,000
<u>Brownville 3 Phase O/H Rebuild</u>	<u>\$250,000</u>
	<b>\$345,000</b>

**Office / Service Center**

	<b>Total Project Cost</b>	<b>Department Cost</b>
Concrete Stairs/Driveway Replacement	\$12,000	\$6,000
Window Replacement Office	\$ 6,000	\$3,600
Server / PC Upgrades	\$15,000	\$9,000
<u>Replace Ceiling Tile / Office Remodel</u>	<u>\$15,000</u>	<u>\$9,000</u>
	<b>\$48,000</b>	<b>\$27,600</b>

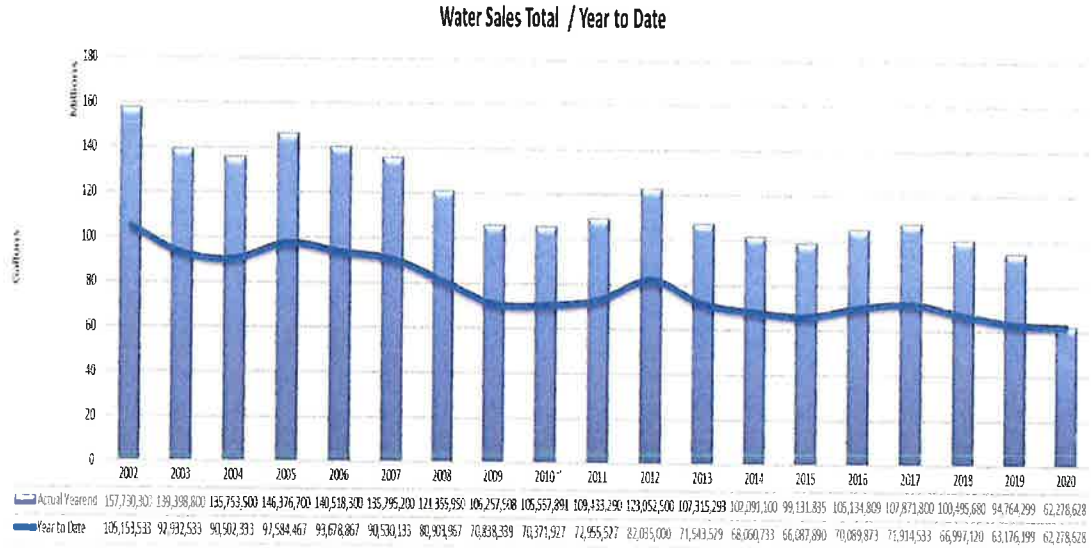
**TOTAL CAPITAL PROJECTS      \$2,029,600**

**BUDGET SUMMARY**

<b>Total Revenue</b>	<b>\$6,284,153</b>
<b>Total Expenses</b>	<b>\$6,191,497</b>
<b>Total Capital Projects</b>	<b>\$2,029,600</b>
<b>Yearend Net</b>	<b>-\$1,938,944</b>
<b>Reserves Needed to Balance</b>	<b>\$1,938,944</b>

## 2021 PROPOSED BUDGET WATER DEPARTMENT

BPW currently has 62 million gallons of water sales through August of 2020. The graph below shows if we go back to 2002 our sales at the same time were 102 million gallons. We estimate that by year end, we should be around 93.4 million gallons or just below last year's record low of 94.7 million. Since the completion of the new Water Plant we have been seeing sales in the 100 million gallon range. Recently water sales have been trending more downward.



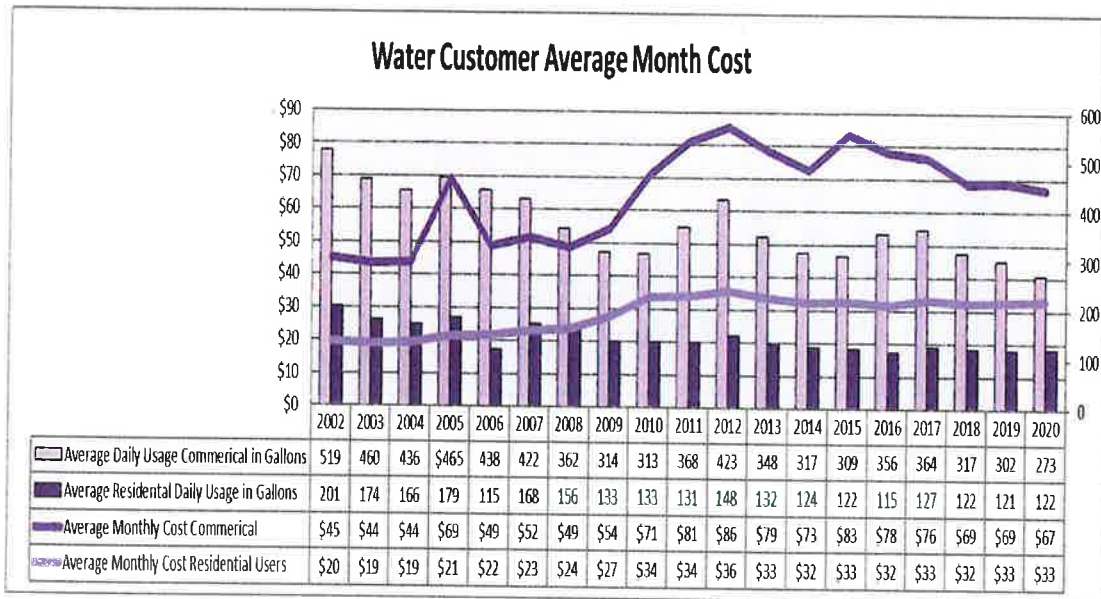
In 2002 the average daily customer usage per service was 262 gallons per day compared to today's usage of 149 gallons or 43% less usage. While our customer count was only 1,647 compared to today's count of 1,715.

The City has been actively cleaning up nuisance properties. The demolition of these properties has resulted in an increase in the number of service lines that are being removed or capped. This is affecting the monthly minimum revenue.

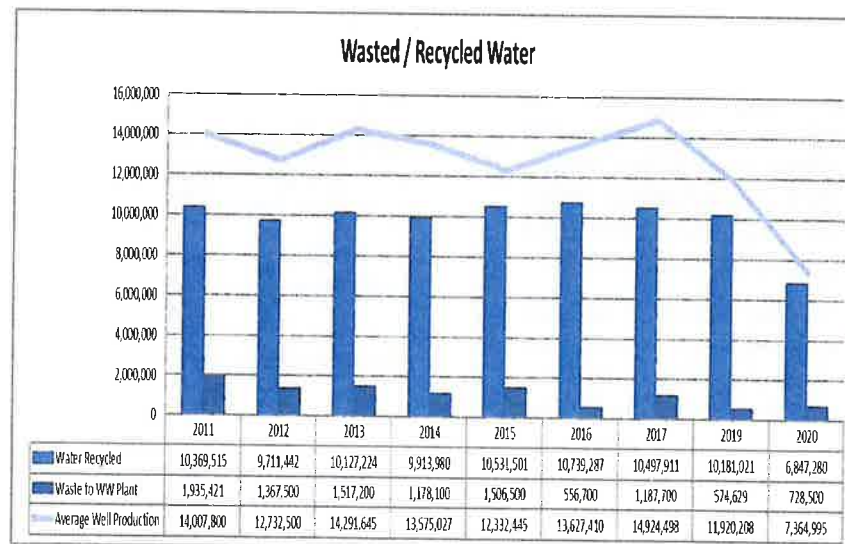


## 2021 PROPOSED BUDGET WATER DEPARTMENT

For 2020 the average residential customer's monthly bill averaged \$33, while commercial bill averaged \$67. Usage for residential was 122 gallons per day while commercial was 273 gallons per day.



For 2020 we have recycled 6,847,000 gallons of water and wasted only 728,000 to the WWTP. HHS only allows us to use a 10% blend of this recycled water to raw water in the treatment process.



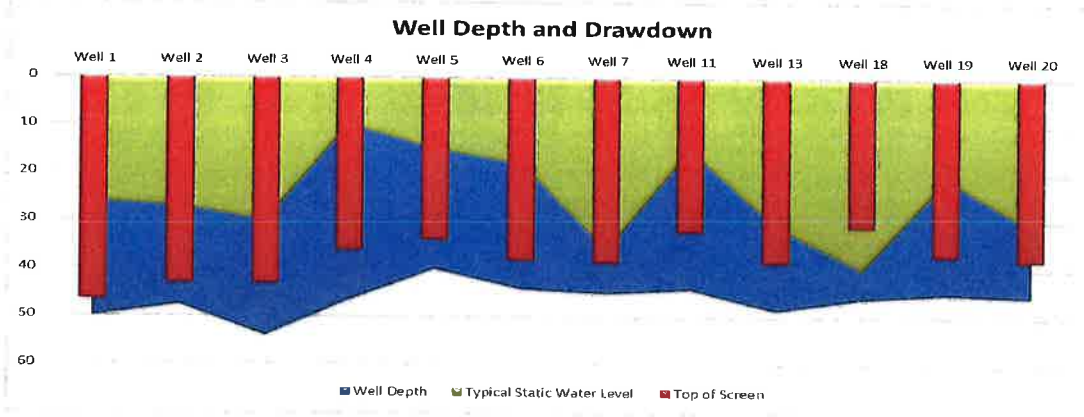
## 2021 PROPOSED BUDGET WATER DEPARTMENT

BPW has 10 wells in service, and this is down from our recent high of 12 wells in 2012. Wells 7 and 18 are the two wells that are out of service that we need to replace.

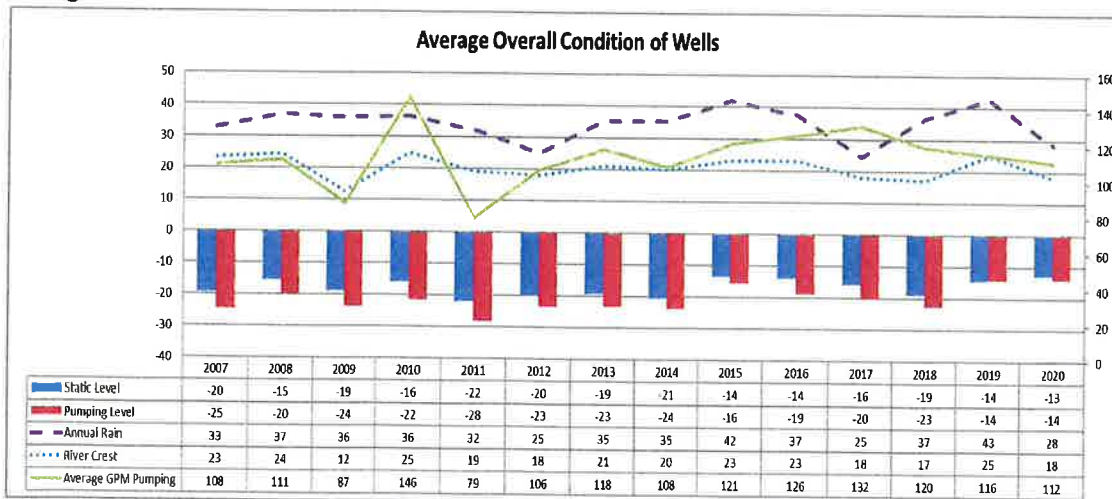
The average production per well is just over 7 million gallons per year. Our water recycling is just under the average production of a well. This has been a good investment with the water plant.

When you look at our wells you can see that the overall depth is under 50 feet. When you compare this with the static water level you can see why our wells have such a low pumping capacity. HHS requires us to keep the water level during pumping above the screen. Due to this requirement, some wells we have less than 10 feet of water to work with.

During extreme drought conditions the static levels drop lower, to levels that are sometimes just above the screens. This makes pumping very difficult under these conditions.



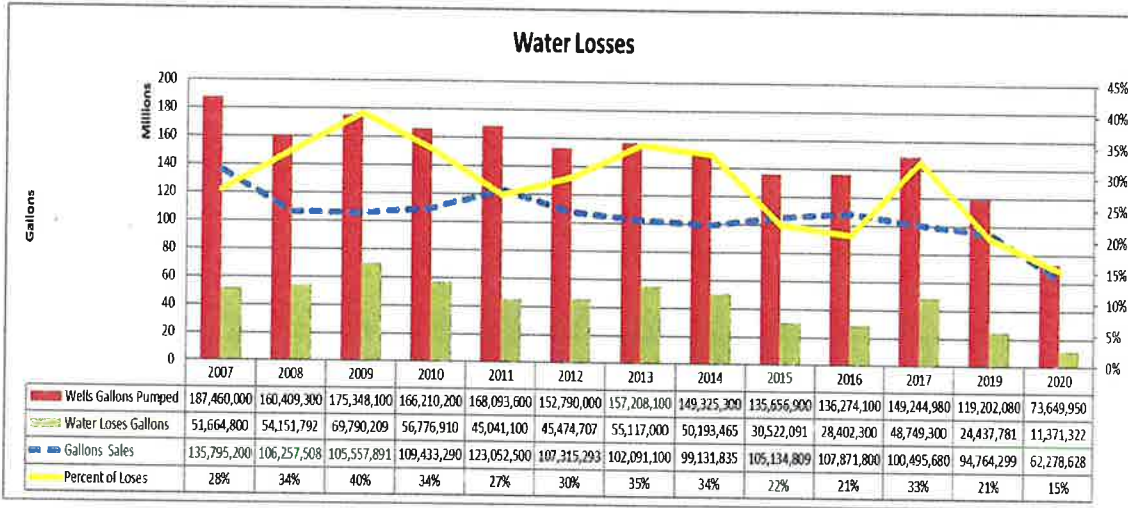
Overall, the static levels in the wells are above average due to the wet weather conditions we've had for the last few years. Our lowest static was in 2011 at -22 feet compared to today's level of -13 feet. We have been experiencing high water levels on the Nemaha River that gives our aquifer a recharge. This keeps this static water level in the higher range.



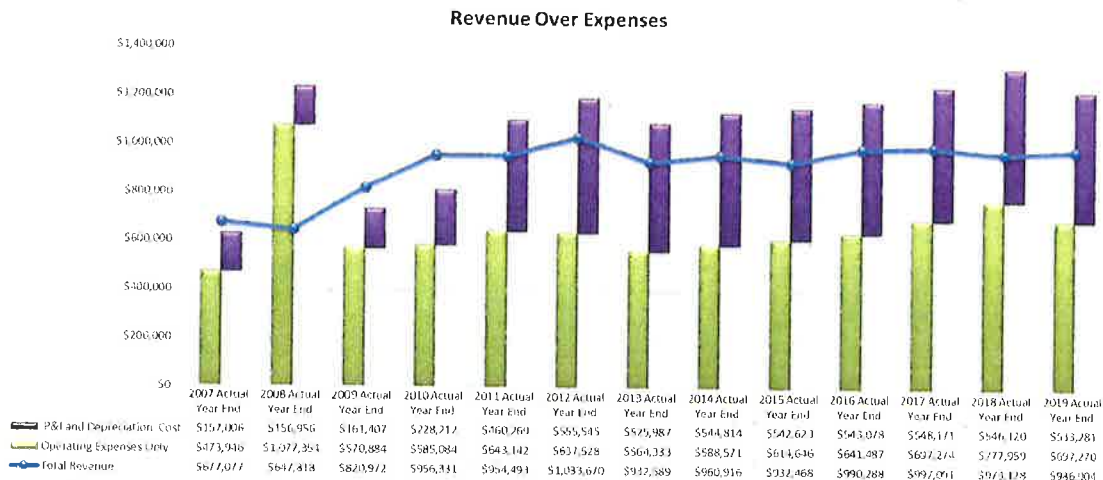
## 2021 PROPOSED BUDGET

### WATER DEPARTMENT

Our water losses have improved over the years but still run higher than a normal system. 2019 we ended up year end at a 21% loss and currently we are running around a 15% loss; these are some of the lowest numbers we have seen since we started tracking. Normal losses for a system our size would be in the 12-15% range so we are not too far off. I still think we need to install a liner in the reservoir. This would address any leaking we have and also the deteriorating of the outside walls.

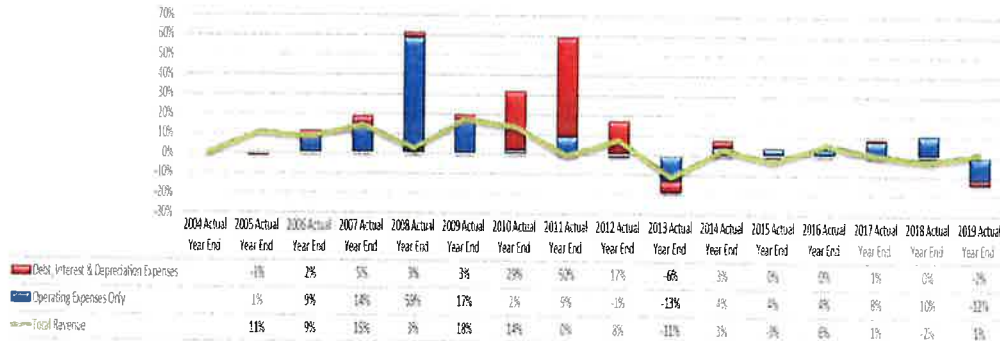


As you can see, operating expenses for the Water department have increased the last couple of years. 2018 was the year we had the Dectron Unit fail and we painted the Water Plant filters. 2019 was closer to a normal year and comparable to 2017. We are seeing increased expenses in chemical feed equipment as some of this equipment is reaching life end and needs major repairs/overhaul. 2011 was the first year the new plant was in operation.



# 2021 PROPOSED BUDGET WATER DEPARTMENT

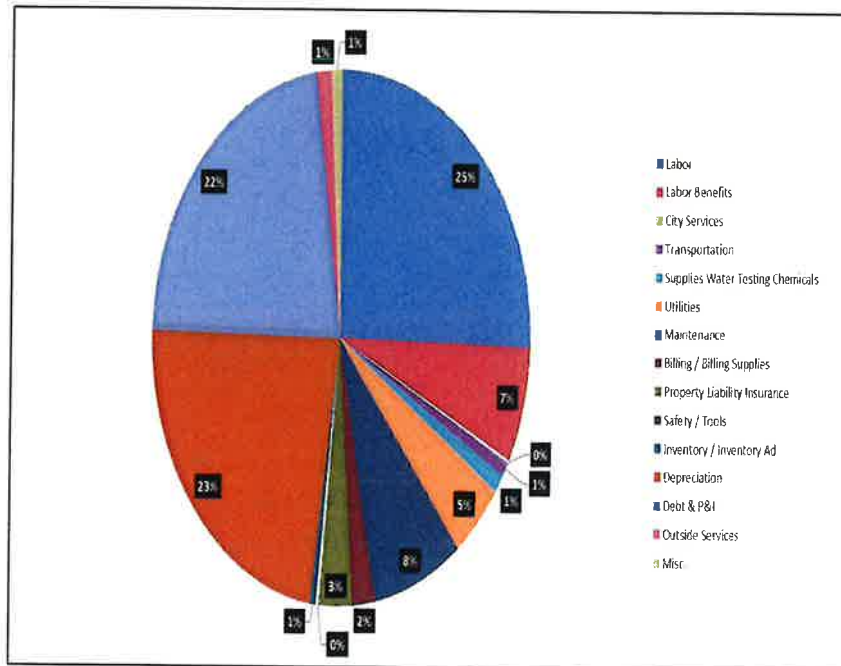
Percent of Change in Revenue & Expenses



When you look at Revenue since 2012 (first full year of operation of the new WTP) it has not increased and just been steady, while expenses excluding depreciation and P&I have been increasing about 9% annually. The P&I and depreciation increased our expenses by about 50% in 2011 which was the first year of payments towards the loan.

When you break expense out by category you can see that debt, interest and depreciation is 45% of our total expenses making our operating expenses 55%.

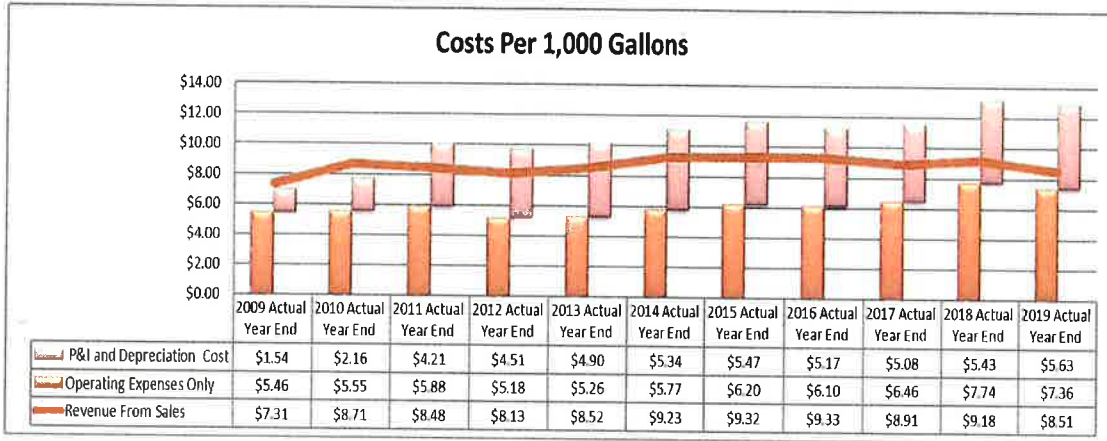
Our total fixed cost is 75% of our total operating expenses before we sell one gallon of water.



## **2021 PROPOSED BUDGET**

### **WATER DEPARTMENT**

In the chart below when you break expenses and revenue down by 1,000 gallons of water, you can see that revenue from sales is \$8.51 for 2019. While total expenses would be \$12.99 with \$5.63 of this for P&I depreciation. operating expense is only \$7.36. Some of this increase per 1,000 gallons can be offset by the lower total water sales.





# 2021 PROPOSED BUDGET

## WATER DEPARTMENT

Final Audit Numbers	2020 BUDGET NUMBERS										2020 Estimated Year End	2021 BUDGET	
	2009 Actual Year End	2010 Actual Year End	2011 Actual Year End	2012 Actual Year End	2013 Actual Year End	2014 Actual Year End	2015 Actual Year End	2016 Actual Year End	2017 Actual Year End	2018 Actual Year End			2019 Actual Year End
Revenue	\$738,716	\$879,246	\$963,496	\$178,043	\$181,453	\$201,987	\$186,341	\$201,027	\$228,363	\$346,227	\$248,951	\$ 248,058	\$ 835,780
Sales	\$4,661	\$5,153	\$4,857	\$4,805	\$4,991	\$4,805	\$5,455	\$5,155	\$4,929	\$5,721	\$ 5,521	\$ 3,595	\$ 4,608
Penalties	\$20,987	\$43,616	\$32,385	\$32,137	\$34,675	\$30,422	\$29,729	\$28,155	\$28,723	\$15,329	\$ 142	\$ 32,182	\$ 22,979
Other	\$19,643	\$15,909	\$8,739	\$10,324	\$8,933	\$7,041	\$7,690	\$7,459	\$6,980	\$9,115	\$ 12,920	\$ 14,394	\$ 13,341
Interest	\$11,955	\$6,807	\$2,463	\$7,661	\$1,845	\$1,308	\$1,264	\$1,878	\$2,986	\$41,344	\$ 10,000	\$ 72,739	\$ 113,801
Other Income	\$25,000	\$15,274	\$14,947	\$7,662	\$7,662	\$10,000	\$25,232	\$25,232	\$2,986	\$41,344	\$ 10,000	\$ 72,739	\$ 113,801
Grant	\$820,972	\$886,331	\$1,033,670	\$1,033,670	\$932,589	\$960,916	\$932,466	\$990,288	\$997,091	\$973,128	\$ 966,904	\$ 1,068,065	\$ 990,509
Total Revenue	\$180,473	\$129,048	\$220,365	\$178,043	\$181,453	\$201,987	\$186,341	\$201,027	\$228,363	\$346,227	\$248,951	\$ 248,058	\$ 835,780
Expenses	\$116,022	\$162,408	\$94,685	\$123,044	\$91,611	\$104,534	\$93,618	\$113,529	\$110,974	\$85,726	\$ 104,787	\$ 89,899	\$ 101,139
Production & Procurement	\$13,570	\$20,631	\$37,301	\$28,962	\$26,144	\$29,735	\$28,781	\$31,175	\$33,553	\$36,889	\$ 31,436	\$ 37,943	\$ 43,758
Distribution	\$230,022	\$272,997	\$290,791	\$307,479	\$275,125	\$252,305	\$284,190	\$293,597	\$317,307	\$302,574	\$ 305,416	\$ 355,431	\$ 360,579
Customer Accounting & Collection	\$117,774	\$132,925	\$170,477	\$304,558	\$288,536	\$289,524	\$289,927	\$291,613	\$298,465	\$297,265	\$ 291,508	\$ 281,152	\$ 287,774
Administrative & General	\$29,473	\$25,119	\$130,743	\$150,000	\$131,451	\$138,997	\$135,168	\$131,269	\$126,701	\$123,014	\$ 157,934	\$ 125,000	\$ 125,000
Depreciation	\$14,160	\$70,168	\$159,049	\$100,987	\$106,000	\$116,293	\$117,528	\$120,196	\$122,975	\$125,821	\$ 83,839	\$ 130,000	\$ 125,000
Interest Expenses & Financial Charge	\$30,797	\$813,296	\$1,103,411	\$1,193,073	\$1,090,320	\$1,133,385	\$1,157,269	\$1,184,585	\$1,245,445	\$6,541	\$ 6,680	\$ 9,908	\$ -
Principal/Bond Payment	\$570,864	\$643,142	\$637,529	\$594,833	\$594,833	\$598,571	\$614,646	\$641,487	\$697,274	\$771,959	\$897,270	\$ 744,240	\$ 795,028
Other Expenses	\$161,407	\$228,212	\$460,269	\$555,545	\$525,987	\$544,814	\$542,623	\$543,078	\$548,171	\$546,120	\$559,281	\$ 536,152	\$ 537,774
Total Expenses	\$88,661	\$143,035	\$146,918	\$159,403	\$157,731	\$172,469	\$184,277	\$194,401	\$248,354	\$350,951	\$243,647	\$ (209,307)	\$ (342,293)
Operating Expenses Only	\$102,841	\$213,203	\$10,131	\$58,416	\$51,731	\$56,176	\$74,081	\$74,081	\$125,379	\$225,130	\$169,806	\$ (46,746)	\$ (46,746)
Debt, Interest & Depreciation	\$732,291	\$813,296	\$1,103,411	\$1,193,073	\$1,090,320	\$1,133,385	\$1,157,269	\$1,184,585	\$1,245,445	\$1,324,079	\$1,230,551	\$ 1,277,392	\$ 1,332,802
Yearend Net	\$920,972	\$956,331	\$1,033,670	\$932,589	\$960,916	\$990,288	\$997,091	\$973,128	\$986,904	\$973,128	\$ 966,904	\$1,068,065	\$990,509
Total Expenses	\$570,884	\$585,084	\$643,142	\$594,833	\$594,833	\$598,571	\$614,646	\$641,487	\$697,274	\$771,959	\$897,270	\$ 744,240	\$ 795,028
Total Revenue	\$570,884	\$643,142	\$637,529	\$594,833	\$594,833	\$598,571	\$614,646	\$641,487	\$697,274	\$771,959	\$897,270	\$ 744,240	\$ 795,028
Operating Expenses	\$161,407	\$228,212	\$460,269	\$555,545	\$525,987	\$544,814	\$542,623	\$543,078	\$548,171	\$546,120	\$559,281	\$ 536,152	\$ 537,774
P&I and Depreciation Expenses	\$88,661	\$143,035	\$146,918	\$159,403	\$157,731	\$172,469	\$184,277	\$194,401	\$248,354	\$350,951	\$243,647	\$ (209,307)	\$ (342,293)
Total Expenses	\$732,291	\$813,296	\$1,103,411	\$1,193,073	\$1,090,320	\$1,133,385	\$1,157,269	\$1,184,585	\$1,245,445	\$1,324,079	\$1,230,551	\$ 1,277,392	\$ 1,332,802
Total Revenue	\$920,972	\$956,331	\$1,033,670	\$932,589	\$960,916	\$990,288	\$997,091	\$973,128	\$986,904	\$973,128	\$ 966,904	\$1,068,065	\$990,509
Operating Expenses	\$570,884	\$585,084	\$643,142	\$594,833	\$594,833	\$598,571	\$614,646	\$641,487	\$697,274	\$771,959	\$897,270	\$ 744,240	\$ 795,028
P&I and Depreciation Expenses	\$161,407	\$228,212	\$460,269	\$555,545	\$525,987	\$544,814	\$542,623	\$543,078	\$548,171	\$546,120	\$559,281	\$ 536,152	\$ 537,774

**2021 PROPOSED BUDGET  
WATER DEPARTMENT**

**2021 Capital Projects**

**FEMA Repairs**

	Funding FEMA	BPW Match	Estimated Total Cost
Raw Water Line Crossing	\$25,689	\$11,000	\$ 36,689
Road Repair Well #1 & 13	\$122,100	\$50,000	\$172,100
	<b>\$147,789</b>	<b>\$61,000</b>	<b>\$208,789</b>

**Plant / Distribution**

Water Main Value Replacement (2)	\$ 8,000
Fire Hydrant Replacement (3)	\$ 26,500
New Well / Well Exploration	\$800,000
	<b>\$834,500</b>

**TOTAL COST                    \$1,043,289**

**BUDGET SUMMARY**

<b>Total Expenses</b>	<b>\$1,332,802</b>
<b>Total Revenue</b>	<b>\$ 990,509</b>
<b>Net</b>	<b>\$(342,293)</b>
<b>Capital Improvements</b>	<b>\$1,043,289</b>
<b>Reserves Needed to Balance</b>	<b>\$1,385,582</b>

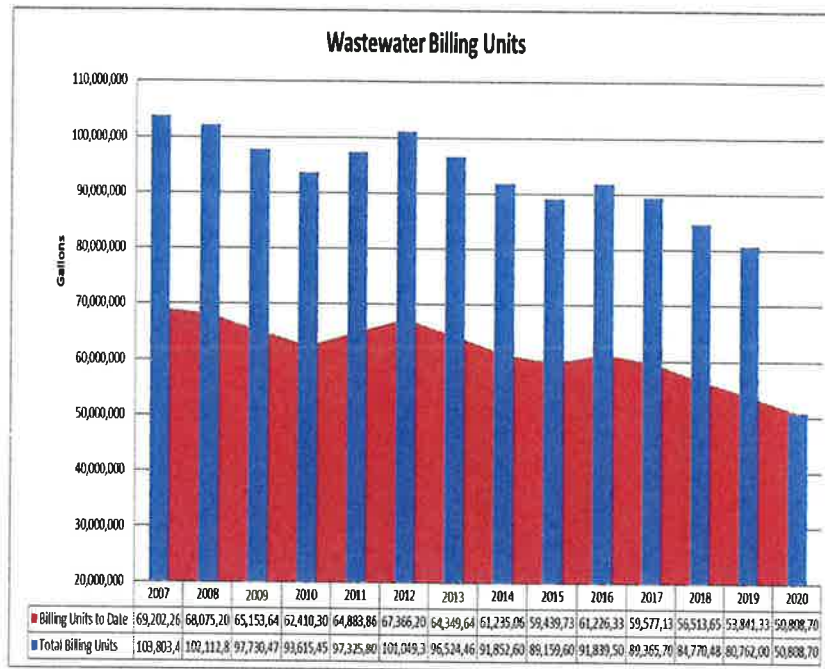
## 2021 PROPOSED BUDGET WASTEWATER DEPARTMENT

Total Wastewater billing units are 3 million gallons below last year's units, while our influent flows have been increasing due to seep water entering the mains.

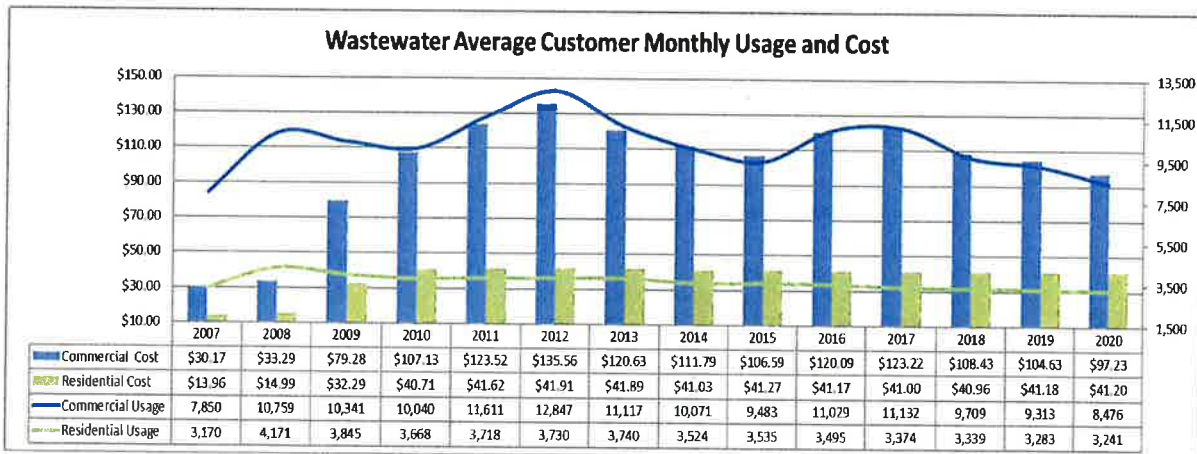
This downward trend has been going for the last couple of years which matches the same trend, we are seeing in the water sales.

Customers are more aware of water leaks and stools running than they were eight years ago. Also, BPW's billing clerk does an excellent job notifying customers of high-water usage.

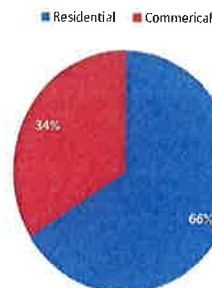
You can also see that commercial usage has a higher downward trend than residential which is flatter over the years.



On average a residential customer's monthly bill is \$41.00, compared to a commercial customer which is in the \$100.00 range with 2.6 times more usage than residential.



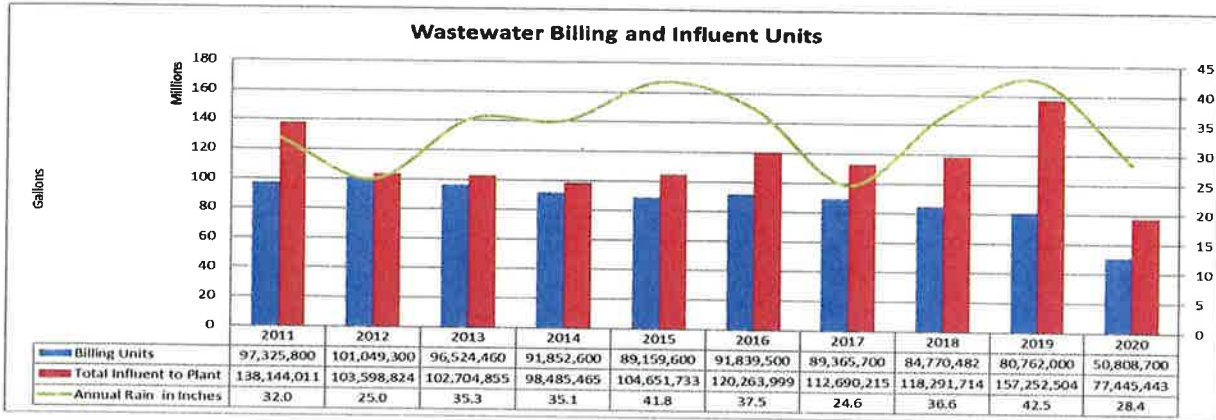
### TOTAL REVENUE FROM SALES



Residential sales contribute 66% of the total revenue, while Commercial sales only contribute 34%.

## 2021 PROPOSED BUDGET WASTEWATER DEPARTMENT

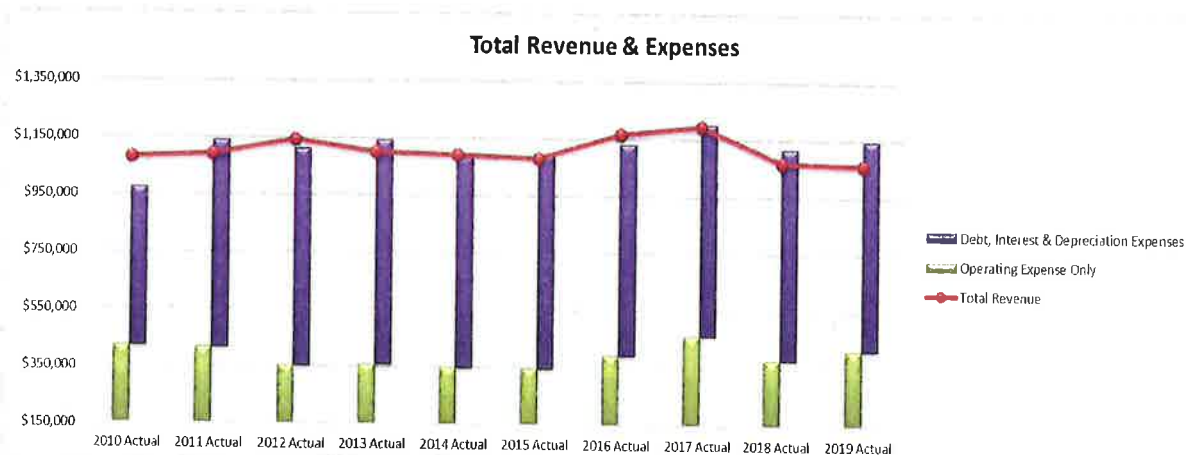
From the data we have on infiltration, it appears numbers are creeping up. The sewer line inspections that we have completed, reveal we have several sections (blocks) of sewer main that need repairs. The majority of those in need of repair can be done by lining. We have around six blocks that are going to require some level of excavation due to the extreme damages that will prevent a liner installation.



In 2019 with the 42 inches of rain we treated 157 million gallons of WW with only 81 million being billable units. This is a 51% infiltration ration. In previous years, our infiltration ratio was in 15% range. The last two years we have seen peak flow more than 1 million gallons. Prior to 2017 these ran in the 500,000 gallons range.

In the 2021 Budget we will include funding to line 6 blocks of wastewater mains.

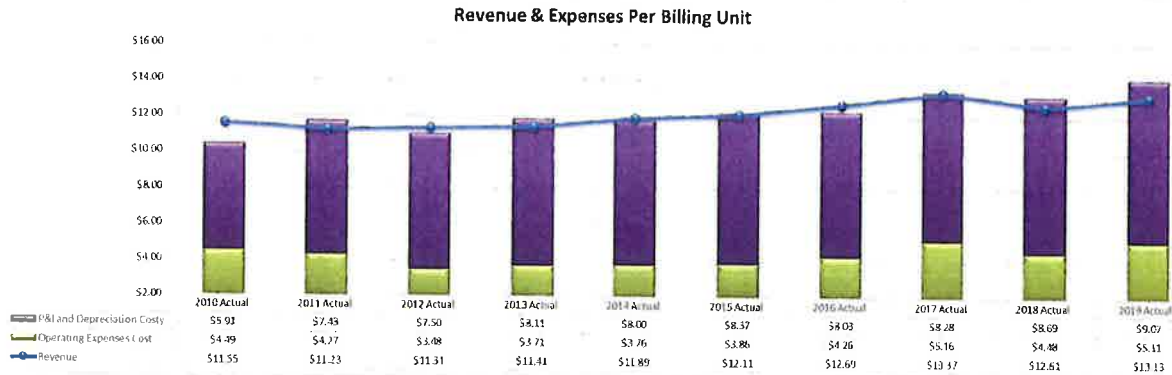
Wastewater expenses since the start of the operation of the new plant has been steady in the \$350,000 range. Depreciation, bonds, and interest are most of the operating cost. Bond/Interest payment will be done in 2025.



## *2021 PROPOSED BUDGET*

### *WASTEWATER DEPARTMENT*

When you break down revenue and expenses by billing units you can see that our expenses were \$14.18 per 1,000 gallons while revenue was only \$13.13.



Regarding the plant itself, we still have the following on our to-do list:

- Plant site location - rainwater does not drain as well as we like and would like to install drain tile to improve this.
- Change the operation of the sludge blowers to come on automatically when we have a power failure, currently we have to start manually.
- DO Monitoring Bio Solids Tanks
- Install VFD on Aeration Basin Blowers
- Inspect/Line discharge line to river.
- Develop a spray system to use in final clarifier to remove moss buildup.
- Start acquiring lab equipment to do required testing in house instead of state lab.
- Need to build a dumpsite to dump waste from Vac / Pumping Truck.
- Replace chemical feed equipment.
- ~~Connect WW SCADA to WA SCADA~~

Below is a quick list of some of the higher priority capital projects that we need to be looking at in order to continue to improve/repair our existing infrastructure.

- ~~Three lift stations connected to SCADA.~~ We have completed two with one left
- Seal Manholes – Rainwater.
- Sewer Line infiltration.
- Manhole Rehabilitations.
- Sewer Line Infrastructure Repair & Replacement.
- Sewer Line 23rd Street – Homes on Septic Tanks.
- Rehabilitation of Crestview Lift Station. We have installed two new pumps, need to update controls and rehab/paint floor
- ~~Line Sewer Line Inspection south to Brook Ridge (High School) Area.~~

# 2021 PROPOSED BUDGET

## WASTEWATER DEPARTMENT

Final Audit Numbers	2020 Year to Date										2020		2021		
	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Budget	Estimated	Proposed	Year end	Budget
Sales	\$1,055,511	\$1,075,639	\$1,126,249	\$1,076,596	\$1,069,913	\$1,049,968	\$1,083,769	\$1,070,442	\$1,035,623	\$1,002,592	\$644,805	\$1,015,317	\$964,564	\$923,403	
Penalties	\$6,914	\$6,284	\$8,715	\$9,391	\$6,038	\$6,948	\$6,305	\$5,875	\$7,022	\$6,009	\$2,653	\$6,443	\$3,989	\$4,702	
Other	\$7,193	\$2,639	\$2,301	\$5,064	\$6,552	\$8,473	\$48,714	\$100,320	\$4,751	\$	\$2,130	\$4,864	\$3,166	\$8,795	
Interest	\$9,843	\$7,743	\$4,772	\$9,993	\$9,771	\$15,219	\$16,477	\$17,629	\$20,358	\$16,549	\$23,717	\$20,384	\$35,478	\$25,736	
Other Income	\$1,652	\$420	\$1,028	\$85	\$37	\$	\$	\$758	\$65	\$33,913	\$8,453	\$21,304	\$12,645	\$12,162	
Grant			\$717					\$0	\$0	\$0	\$13,428	\$30,000	\$20,087	\$	
<b>Total Revenue</b>	<b>\$1,081,413</b>	<b>\$1,092,725</b>	<b>\$1,143,065</b>	<b>\$1,101,129</b>	<b>\$1,092,311</b>	<b>\$1,080,008</b>	<b>\$1,165,265</b>	<b>\$1,195,024</b>	<b>\$1,067,819</b>	<b>\$1,055,663</b>	<b>\$681,758</b>	<b>\$1,068,312</b>	<b>\$1,019,843</b>	<b>\$974,798</b>	
<b>Expenses</b>															
Production & Procurement	\$146,627	\$21,495	\$109,152	\$112,000	\$115,371	\$122,126	\$149,368	\$179,893	\$24,373	\$100,031	\$118,504	\$130,939	\$177,270	\$159,457	
Distribution	\$87,573	\$62,081	\$45,846	\$70,975	\$49,366	\$35,185	\$68,566	\$59,551	\$55,089	\$82,951	\$51,136	\$85,516	\$76,495	\$76,448	
Customer Accounting & Collection	\$19,823	\$36,785	\$20,732	\$19,659	\$22,321	\$20,560	\$22,592	\$24,027	\$25,971	\$21,583	\$17,804	\$22,404	\$26,632	\$26,808	
Administrative & General	\$166,718	\$193,132	\$176,354	\$155,016	\$159,522	\$165,572	\$163,040	\$198,065	\$174,236	\$207,861	\$147,810	\$210,991	\$221,109	\$203,968	
Other Expenses	\$11,629	\$	\$	\$	\$328	\$	\$55	\$	\$	\$-45	\$	\$0	\$	\$	
Depreciation	\$88,862	\$252,659	\$289,573	\$291,009	\$291,798	\$285,848	\$287,518	\$288,283	\$286,305	\$279,213	\$186,516	\$292,828	\$279,010	\$292,716	
Interest Expenses & Financial Charge	\$211,303	\$214,208	\$203,732	\$227,548	\$123,125	\$135,168	\$120,024	\$116,672	\$114,586	\$57,891	\$35,781	\$116,312	\$52,810	\$45,503	
Principal/Bond Payment	\$252,972	\$256,192	\$264,519	\$264,519	\$320,000	\$325,000	\$330,000	\$335,000	\$335,000	\$395,000	\$197,500	\$330,135	\$395,000	\$400,000	
<b>Total Expenses</b>	<b>\$973,878</b>	<b>\$1,138,191</b>	<b>\$1,109,908</b>	<b>\$1,140,726</b>	<b>\$1,080,533</b>	<b>\$1,085,787</b>	<b>\$1,129,163</b>	<b>\$1,201,491</b>	<b>\$1,115,560</b>	<b>\$1,144,485</b>	<b>\$755,651</b>	<b>\$1,189,125</b>	<b>\$1,228,326</b>	<b>\$1,204,900</b>	
Operating Expense Only	\$420,741	\$415,132	\$352,084	\$357,650	\$345,510	\$343,771	\$391,621	\$461,536	\$379,669	\$412,381	\$335,253	\$449,850	\$501,506	\$466,681	
Debt, Interest & Depreciation Expenses	\$553,137	\$723,059	\$757,824	\$783,076	\$734,923	\$746,016	\$737,542	\$739,955	\$735,891	\$732,104	\$419,798	\$739,275	\$726,820	\$738,219	
Yearend Net	\$107,535	\$45,466	\$33,157	\$39,597	\$11,778	\$9,779	\$86,102	\$6,467	\$64,741	\$64,822	\$73,293	\$120,812	\$208,483	\$230,103	

## 2021 PROPOSED BUDGET WASTEWATER DEPARTMENT

	2020											2021 Budget Amounts		
	2020 Year to Date										2021 Budget Estimated			
	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual			2020 Budget Date	
Labor	\$193,145	\$ 190,713	\$ 167,801	\$ 161,047	\$ 150,971	\$ 151,688	\$ 172,593	\$ 183,238	\$ 111,836	\$ 190,286	\$ 132,263	\$197,917	\$ 197,852	\$ 204,477
Labor Benefits	\$60,825	\$ 62,725	\$ 48,250	\$ 45,078	\$ 38,943	\$ 36,865	\$ 43,697	\$ 65,738	\$ 36,205	\$ 62,725	\$ 42,641	\$58,753	\$ 63,787	\$ 59,551
City Services	\$0	\$ 299	\$ 379	\$ 251	\$ 413	\$ 355	\$ 7,573	\$ 15,809	\$ 2,394	\$ 3,175	\$ 2,198	\$141	\$ 341	\$ 5,623
Transportation	\$6,761	\$ 5,931	\$ 14,352	\$ 16,607	\$ 15,644	\$ 11,302	\$ 9,592	\$ 15,302	\$ 6,868	\$ 20,083	\$ 20,264	\$19,642	\$ 30,313	\$ 22,198
Plant Supplies / Water Testing / Chemicals	\$11,221	\$ 8,411	\$ 11,260	\$ 7,463	\$ 8,504	\$ 8,522	\$ 11,774	\$ 12,678	\$ 8,530	\$ 9,511	\$ 7,200	\$11,783	\$ 10,771	\$ 11,913
Utilities	\$44,692	\$ 56,715	\$ 47,825	\$ 46,073	\$ 49,102	\$ 48,276	\$ 52,853	\$ 59,110	\$ 31,114	\$ 45,121	\$ 29,378	\$54,952	\$ 43,946	\$ 50,456
Maintenance	\$50,055	\$ 23,148	\$ 19,092	\$ 43,653	\$ 23,686	\$ 37,550	\$ 51,737	\$ 51,934	\$ 21,519	\$ 31,066	\$ 59,537	\$45,036	\$ 87,566	\$ 53,424
Billing / Billing Supplies	\$10,121	\$ 10,562	\$ 7,795	\$ 8,888	\$ 14,353	\$ 10,875	\$ 7,982	\$ 13,171	\$ 10,809	\$ 10,134	\$ 9,668	\$9,601	\$ 14,462	\$ 13,937
Property Liability Insurance	\$11,871	\$ 16,338	\$ 15,979	\$ 16,265	\$ 26,923	\$ 13,789	\$ 14,632	\$ 16,815	\$ 11,069	\$ 19,106	\$ 14,535	\$17,043	\$ 21,743	\$ 20,573
Outside Services	\$33,893	\$ 21,150	\$ 18,298	\$ 9,490	\$ 10,697	\$ 14,020	\$ 9,654	\$ 17,872	\$ 9,186	\$ 10,046	\$ 14,548	\$22,103	\$ 21,762	\$ 17,065
Misc.	\$5,171	\$ 5,287	\$ 3,376	\$ 898	\$ 2,517	\$ 2,842	\$ 3,413	\$ 4,049	\$ 2,419	\$ 5,495	\$ 1,121	\$3,628	\$ 1,437	\$ 3,421
Safety/Tools	\$3,492	\$ 2,434	\$ 2,584	\$ 2,913	\$ 3,175	\$ 1,821	\$ 2,223	\$ 2,668	\$ 2,539	\$ 2,590	\$ 2,902	\$2,995	\$ 4,342	\$ 4,041
Inventory/Inventory Adj	\$9,669	\$ 2,366	\$ (717)	\$ 1	\$ 107	\$ 328	\$ 55	\$ (81)	\$ (56)	\$ (45)	\$ -	\$0	\$ -	\$ -
Depreciation	\$89,862	\$ 252,659	\$ 289,573	\$ 291,009	\$ 291,798	\$ 285,948	\$ 287,518	\$ 288,283	\$ 192,108	\$ 279,213	\$ 186,516	\$292,828	\$ 279,010	\$ 292,716
Debt P&I	\$467,495	\$ 470,400	\$ 470,400	\$ 532,547	\$ 443,125	\$ 446,885	\$ 448,614	\$ 451,672	\$ 420,575	\$ 452,891	\$ 430,781	\$446,447	\$ 447,810	\$ 445,503

***2021 PROPOSED BUDGET***  
***WASTEWATER DEPARTMENT***

**Wastewater Capital Improvements**

**FEMA Project**

	FEMA Funds	BPW Cost	Total Project Cost
Long Creek Coffe Dam	\$49,300.95	\$18,500.00	\$ 67,800.95
Lab Equipment			\$ 2,000.00
Chemical Feed Equipment			\$ 1,000.00
Line 6 Blocks Sewer Main Lined			\$ 70,000.00
		Total	<b>\$ 140,800.95</b>

**BUDGET SUMMARY**

Total Revenue	\$ 974,798.00
<u>Total Expenses</u>	<u>\$1,204,900.00</u>
	\$ 230,102.00
Capital Improvements	\$ 140,800.95
Reserves Need to Balance	\$ 370,902.95

# SEND D

Southeast Nebraska Development District

AGENDA ITEM  
NO

12

October 30, 2020

Sherry Heskett  
City of Auburn  
1101 J Street  
Auburn, NE 68305

RE: Drawdown #12 Hsg. Mgt. / Lead testing Expenses for 18-HO-36067:

Dear Sherry,

Enclosed is Drawdown #12 Hsg. Mgt. / Lead Testing expenses for the Owner Occupied Housing Rehab program. Also outlined are expenses to date for the program income fund expenses. After you have reviewed this material, Dan White, Mayor and Sherry Heskett, City Clerk can sign the DD# 4 form as noted and mail the original signed DD form to SENDD. Please place a copy of this documentation in your grant folder file #4 – Financial Management.

After submittal of the Drawdown for Project #18-HO-36067, in 10 to 30 days, when the automatic transfer is received from NDED and deposited in to the City CDBG account and following City Council action on such bills, please write the following check(s):

	TOTAL	CDBG	OTHER
Drawdown #12. The following CDBG Activity Code 0181, 0580, 0580a & 0530 bills have not yet been paid. <b>Please mail copies of all checks to the Lincoln SENDD Office.</b>			
SEND D Invoice #'s: <b>Acct # 10-291</b>	\$0.00	\$0.00	\$0.00
SEND D Invoice #'s: <b>Acct # 10-292</b>	\$0.00	\$0.00	\$0.00
SEND D Invoice #'s: 1 <b>Acct # 10-293</b>	\$0.00	\$0.00	\$0.00
Bantz Quality Builders Project #018 – Final #2	\$9,600.00	\$9,600.00	\$0.00
Bantz Quality Builders Project #006 – Final #2	\$12,765.00	\$12,765.00	\$0.00
Bantz Quality Builders Project #019 – Final #2	\$2,000.00	\$2,000.00	\$0.00
Yost Construction Project #013 – Final #2	\$12,694.00	\$12,694.00	\$0.00

<b>Totals:</b>	\$37,059.00	\$37,059.00	\$0.00

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

\$0.00 total to: SENDD (from Activity Code 0181) from Drawdown #

\$0.00 total to: SENDD (from Activity Code 0580) from Drawdown #

\$0.00 total to: SENDD (from Activity Code 0580a) from Drawdown #

\$9,600.00 total to: Bantz Quality Builders (from Activity Code 0530) from Drawdown #12

\$12,765.00 total to: Bantz Quality Builders (from Activity Code 0530) from Drawdown #12

\$2,000.00 total to: Bantz Quality Builders (from Activity Code 0530) from Drawdown #12

\$12,694.00 total to: Yost Construction (from Activity Code 0530) from Drawdown #12

**\*\* Please include a copy of this letter and the contractor checks with your payment to SENDD\*\***

Please feel free to give me a call at (402) 475-2560 if you have any questions.

Sincerely,



Jim Warrelmann  
Housing Program Manager

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

[www.sendd.org](http://www.sendd.org)

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

*SEND D is an Equal Opportunity Provider and Employer*



**REQUEST FOR CDBG PROJECT FUNDS for PROJECT activities**  
 (Excludes activity 0181 general administration)  
 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
 NEBRASKA DEPARTMENT OF ECONOMIC DEVELOPMENT  
 See Reverse Side for Instructions / Revised January 2017

<input type="checkbox"/> >= \$100,000	<b>CDBG REQUEST form Project Acty</b>	<b>DED Date Stamp</b>
<input type="checkbox"/> >= 25% Project Final Draw		
<input type="checkbox"/> DED USE ONLY		
DED Reviewed By _____ Date _____		

Name of Local Government Grantee <b>City of Auburn</b>	Mailing Address <b>1101 J Street</b>	City <b>Auburn</b>	State <b>NE</b>	ZIP <b>68305</b>
CDBG Grant Number <b>18-HO-36067</b>	Federal Identification Number <b>47-6006083</b>	DUNS Number <b>080199193</b>	SAW Expiration Date <b>11/26/2020</b>	Number sequence order includes Both general admin 0181 requests And project activity requests <b>12</b>
<b>Part I - STATUS OF FUNDS (excludes reporting general administration activity 0181 funds)</b>			DED Program Representative <b>Nick Droppinski</b>	

1. Project Grant Funds Received to Date		<b>\$283,544.79</b>	<b>IMPORTANT</b> Complete Part II for all approved activities except 0181 (General Administration) even if funds are not requested.	6. Project Amount *	<b>\$522,000.00</b>
2. Add: Program Income Received to Date (exclude RLF)		<b>\$54,316.73</b>		7. Current Draw	<b>\$37,059.00</b>
3. Subtotal		<b>\$337,861.52</b>		8. 25% of Project *CDBG funds ONLY Exclude General Admin (0181)	<b>\$130,500.00</b>
4. Less: Federal Project Funds Disbursed To Date (Must Agree To Total Of Part II, Line 3)		<b>\$337,861.52</b>			
5. Total: Project Federal Funds On Hand (Must Agree To Part II, Line 6)					

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

Activity Code Description <i>DO NOT INCLUDE ACTIVITY 0181 GENERAL ADMIN</i>	0580	0530	0580a	TOTAL
1. Total Cash Requirements To Date for Project				
2. Less: Local Funds Disbursed (includes RLF) (exclude Program Income)				
3. Less: Federal Funds Disbursed (include Program Income) Total Must Agree To Part I, Line 4 (exclude RLF)	<b>\$12,643.60</b>	<b>\$359,933.00</b>	<b>\$2,343.92</b>	<b>\$374,920.52</b>
4. Total Current Cash Requirements				
5. Less: Unpaid Previous Request*				
6. Less: Federal Funds On Hand (Must Agree To Part I, Line 5)				
7. Net Amount of Federal Funds Requested**				<b>\$37,059.00</b>

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812). I also certify that the amount of the request for federal funds is not in excess of current needs.

Signature of Authorized Official (Mayor/Board Chairman) \_\_\_\_\_ Date \_\_\_\_\_  
 Signature of Authorized Official (Clerk/Treasurer) \_\_\_\_\_ Date \_\_\_\_\_

Person Preparing Request for CDBG Funds From Name: <b>James Warrelmann</b>	Typed Name of Authorized Official <b>Sherry Heskett, City Clerk</b>	Date
DEPARTMENT OF ECONOMIC DEVELOPMENT USE ONLY	Organization: <b>SEND</b>	Telephone Number: <b>402-475-2560</b>
AMOUNT APPROVED: \$ _____	TITLE: _____	INITIALS: _____
		DATE: _____

\*\* If the Net Amount of Federal Funds Requested (Part II # 7) is greater/equal to the total project (excluding activity 0181) or \$100,000, submit a copy of the invoices for this request  
 PLEASE REFER TO INSTRUCTIONS FOR ADDITIONAL GUIDANCE. INCOMPLETE OR INCORRECT FORMS WILL NOT BE PROCESSED  
 \*\*\*To update calculations, either tab two(2) fields or click on a different field with your mouse.  
 Effective January 5, 2017 DD #12

**CDBG CONTRACT AMENDMENT REQUEST FORM**

This form must be completed and submitted to the Nebraska Department of Economic Development when making a contract amendment request. Complete the sections for each type of amendment requested. Along with this form, you are required to submit all attachments identified under the applicable amendment type.

CDBG Grant # 18-HO-36067 Grantee City of Auburn

DED Program Representative Nick Dropinski

<b>By completing this form, I confirm that this project is current on all reporting requirements.</b>	
Name, Organization	<u>SENDD</u>
Email	<u>jwarrelmann@sendd.org</u>
Requesting Amendment # <u>1</u>	Date of Last Project Status Report (PSR): <u>6-30-20</u>

**Extension of Contract End Date**

Original Contract End Date Thursday, December 10, 2020  
 Current Contract End Date including any previously approved extensions Thursday, December 10, 2020  
 Proposed Contract End Date Thursday, June 10, 2021

**Required Attachments**

**Attachment 1:** Letter from the Chief Elected Official including:

1. Certification that the local governing body has approved the extension.
2. Identification and reasons for the proposed amendment, including:
  - a. Changes to the nature of the project requiring the amendment;
  - b. Steps implemented to avoid any future amendment requests for the same reasons.
3. Where additional local matching funds are required due to this extension, certification that such funds are available.

**Attachment 2:** Revised implementation schedule showing completion of major milestones for all activities.

**Decrease in proposed accomplishments**

Original Proposed Accomplishments \_\_\_\_\_ Amended Proposed Accomplishments \_\_\_\_\_

**Required Attachments**

**Attachment 1:** A letter from the Chief Elected Official including:

1. Certification that the local governing body has approved the decrease in proposed accomplishments;
2. Identification and reasons for the proposed amendment; including
  - a. Changes to the nature of the project requiring the amendment;
  - b. Steps implemented to avoid any future amendment requests for the same reasons.
3. If additional local matching funds are required due to this decrease, certification that such funds are available.

**Attachment 2:** Revised implementation schedule showing completion of major milestones for all activities.

**Amendment to Housing Program Guidelines**

**Required Attachments**

**Attachment 1:** Letter from the Chief Elected Official including:

1. Certification that the local governing body has approved the amendment to the housing program guidelines;
2. Identification and reasons for the proposed amendment;
3. If additional local matching funds are required due to this amendment, certification that such funds are available.

**Attachment 2:** If the housing program guidelines amendment will affect major milestones, a revised implementation schedule showing completion of major milestones for all activities.

**Attachment 3:** A complete copy of the proposed revised housing program guidelines.

**Budget/Sources and Uses Amendment**

**Original Contract Budget Approved**

Activity Name	Activity Number	CDBG Funds	Other Funds	Total Funds
<b>Total</b>				

**Proposed Budget After Amendment**

Activity Name	Activity Number	CDBG Funds	Other Funds	Total Funds
<b>Total</b>				

**Required Attachments**

**Attachment 1:** Letter from the Chief Elected Official including:

1. Certification that the local governing body has approved the budget amendment;
2. Identification and reasons for the proposed budget amendment; including
  - a. Changes to the nature of the project requiring the amendment;
  - b. Steps implemented to avoid any future amendment requests for the same reasons.
3. If additional local matching funds are required due to this amendment, certification that such funds are available.
4. If the amendment includes a new activity, certification that the activity meets the national objective.

**Attachment 2:** Minutes from the public hearing held on the proposed amendment (required if reallocating more than 10% of the total original grant amount).

**Attachment 3:** If the budget amendment will affect major milestones, a revised implementation schedule showing completion of major milestones for all activities.

**Attachment 4:** Certification of re-evaluation of the environmental assessment (this form is included in the CDBG Administration Manual Chapter 6 – Environmental Review).

<b>FOR DED USE ONLY</b>			
Program Representative Recommendation: <input type="checkbox"/> approve <input type="checkbox"/> deny <input type="checkbox"/> consultation	Initials	Date	
	Signature		
Date amendment request received	Printed Name/Title		
<input type="checkbox"/> approved <input type="checkbox"/> denied	Date		



# SEND D

Southeast Nebraska Development District

AGENDA ITEM  
NO

14

October 27, 2020

Sherry Heskett  
City of Auburn  
1101 J Street  
Auburn, NE 68305

RE: Drawdown #11 Hsg. Mgt. / Lead testing Expenses for 18-HO-36067:

Dear Sherry,

Enclosed is Drawdown #11 Hsg. Mgt. / Lead Testing expenses for the Owner Occupied Housing Rehab program. Also outlined are expenses to date for the program income fund expenses. After you have reviewed this material, Dan White, Mayor and Sherry Heskett, City Clerk can sign the DD# 4 form as noted and mail the original signed DD form to SENDD. Please place a copy of this documentation in your grant folder file #4 – Financial Management.

After submittal of the Drawdown for Project #18-HO-36067, in 10 to 30 days, when the automatic transfer is received from NDED and deposited in to the City CDBG account and following City Council action on such bills, please write the following check(s):

	TOTAL	CDBG	OTHER
Drawdown #8. The following CDBG Activity Code 0181, 0580 & 0580 bills have not yet been paid. Please mail copies of all checks to the Lincoln SENDD Office.			
SEND D Invoice #'s: Acct # 10-291	\$0.00	\$0.00	\$0.00
SEND D Invoice #'s: Acct # 10-292	\$0.00	\$0.00	\$0.00
SEND D Invoice #'s: 1 Acct # 10-293	\$2,343.92	\$2,343.92	\$0.00
<b>Totals:</b>	\$2,343.92	\$2,343.92	\$0.00

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

\$0.00 total to: SENDD (from Activity Code 0181) from Drawdown #

\$0.00 total to: SENDD (from Activity Code 0580) from Drawdown #

\$2,343.92 total to: SENDD (from Activity Code 0580a) from Drawdown #11

**\*\* Please include a copy of this letter and the contractor checks with  
your payment to SENDD\*\***

Please feel free to give me a call at (402) 475-2560 if you have any questions.

Sincerely,



Jim Warrelmann  
Housing Program Manager

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

[www.sendd.org](http://www.sendd.org)

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

*SEND D is an Equal Opportunity Provider and Employer*



**REQUEST FOR CDBG PROJECT FUNDS for PROJECT activities**  
 (Excludes activity 0181 general administration)  
 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
 NEBRASKA DEPARTMENT OF ECONOMIC DEVELOPMENT  
 See Reverse Side for Instructions / Revised January 2017

<input type="checkbox"/> >= \$100,000 <input type="checkbox"/> >= 25% Project Final Draw <input type="checkbox"/> DED USE ONLY	<b>CDBG REQUEST form</b> <b>PROJECT ACTY</b>	<b>DED Date Stamp</b>
DED Reviewed By: _____ Date: _____		

Name of Local Government Grantee <b>City of Auburn</b>	Mailing Address <b>1101 J Street</b>	City <b>Auburn</b>	State <b>NE</b>	ZIP <b>68305</b>
CDBG Grant Number <b>18-HO-36067</b>	Federal Identification Number <b>47-6006083</b>	DUNS Number <b>080199193</b>	SAM Expiration Date <b>11/26/2020</b>	Number sequence order includes Both general admin 0181 requests And project activity requests <b>11</b>
<b>Part I - STATUS OF FUNDS (excludes reporting general administration activity 0181 funds)</b>				
6. Project Amount * <b>\$522,000.00</b> 7. Current Draw <b>\$2,343.92</b> 8. 25% of Project *CDBG funds ONLY <b>\$130,500.00</b> Exclude General Admin (0181)				

1. Project Grant Funds Received to Date		\$281,200.87					
2. Add: Program Income Received to Date (exclude RLF)		\$54,316.73					
3. Subtotal		\$335,517.60					
4. Less: Federal Project Funds Disbursed To Date (Must Agree To Part II, Line 3)		\$335,517.60					
5. Total: Project Federal Funds On Hand (Must Agree To Part II, Line 6)							

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

Activity Code Description <i>DO NOT INCLUDE ACTIVITY 0181 GENERAL ADMIN</i>	0580	0530	0580a	TOTAL		
	Housing Mgt.	Housing Rehab	Lead Testing			
1. Total Cash Requirements To Date for Project	\$12,643.60	\$322,874.00	\$2,343.92			\$337,861.52
2. Less: Local Funds Disbursed (includes RLF) (exclude Program Income)						
3. Less: Federal Funds Disbursed (include Program Income) (Total Must Agree To Part I, Line 4 (exclude RLF))	\$12,643.60	\$322,874.00				\$335,517.60
4. Total Current Cash Requirements			\$2,343.92			\$2,343.92
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**						\$2,343.92

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812). I also certify that the amount of the request for federal funds is not in excess of current needs.

Signature of Authorized Official (Mayor/Board Chairman)	Typed Name of Authorized Official	Date
	<b>Dan White, Mayor</b>	
Signature of Authorized Official (Clerk/Treasurer)	Typed Name of Authorized Official	Date
	<b>Sherry Heskett, City Clerk</b>	
Person Preparing Request for CDBG Funds Form Name:	Organization:	Telephone Number:
<b>James Warrelmann</b>	<b>SEND D</b>	<b>402-475-2560</b>
DEPARTMENT OF ECONOMIC DEVELOPMENT USE ONLY		AMOUNT APPROVED: \$
TITLE:		DATE:
INITIALS:		

\*\* If the Net Amount of Federal Funds Requested (Part II # 7) is greater/equal to the total project (excluding activity 0181) or \$100,000, submit a copy of the invoices for this request.  
 \*\*\* To update calculations, either tab two(2) fields or click on a different field with your mouse.  
 PLEASE REFER TO INSTRUCTIONS FOR ADDITIONAL GUIDANCE. INCOMPLETE OR INCORRECT FORMS WILL NOT BE PROCESSED.  
 Effective January 5, 2017 DD #11

RESOLUTION NO. \_\_\_\_-20  
Of  
THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA

A RESOLUTION FOR THE SALE OF SURPLUS PERSONAL PROPERTY OWNED BY THE CITY OF AUBURN, NE, TO BE SOLD BY BIGIRON ACUTIONS, OPEN TO PUBLIC BID & PARTICIPATION.

**WHEREAS**, the City of Auburn, NE, has surplus personal property items that no longer benefit the City or the public to keep and maintain, listed as follows:

- (1) 1959 Fordson English Dexter Tractor (bad motor/for parts only);
- (2) 1968 Highway sand spreader, for seal coating;
- (3) T65-64 Burch sand spreader, for seal coating, hydraulic drive;
- (4) T65-64 Burch sand spreader, hydraulic drive;
- (5) 1999 Street Tailgate;
- (6) 1991 Sand spreader, for winter sand & salt;
- (7) 10 ft. snow plow blade, right angle, no hydraulics (off dump truck);
- (8) 1991 4600 International dump truck & snow plow, 7.3 Diesel, 5-speed (mileage 83,224);
- (9) 2004 Aikota hot water washer, model 3205-2T.

**WHEREAS**, the City of Auburn, NE, upon inquiry believes that the surplus property herein would likely obtain close to fair market value by listing the items for sale through BigIron Auctions, public auctioneering service;

**WHEREAS**, the property items may be sold on BigIron Auctions, in "As Is" condition, through the use of BigIron's online listing and public auctioneer service and website;

**WHEREAS**, the City understands that the fair market value of each personal property item is less than \$5,000.00;

**WHEREAS**, the City Council understands that surplus personal property of the City may be sold as directed by the City Council after posting notice of the sale of surplus personal property. in three (3) prominent places within the City for a period of not less than seven (7) days prior to sale. Notice shall give a general description of the property offered for sale and state the terms and conditions of sale.

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

1. The Sale of the above identified City surplus personal property to the highest bidder at public auction conducted by BigIron Auctions, public on-line auctioneer service;

2. The fair market value of each personal property item is less than \$5,000.00;

3. Notice shall be posted of the sale of surplus personal property in three (3) prominent places within the City for a period of not less than seven (7) days prior to sale, giving a general description of the property offered for sale and stating the terms and conditions of sale as resolved herein;

4. The above identified City surplus personal property shall be sold by BigIron Auctioneer services to the public on or after Thursday, November 19, 2020;

5. Possession of said property identified herein shall be transferred upon payment of full purchase price;

6. The Mayor is authorized to sign any necessary agreements or contracts on behalf of the City of Auburn in carrying out the provisions herein;

7. The BUYERS are responsible for pick up and removal of purchased property;

8. The bid price does not include sales tax and applicable sales tax shall be added to the bid at the time of payment;

9. Sale is final and property is sold "AS IS";

PASSED and APPROVED, this 9<sup>th</sup> day of November, 2020.

By: \_\_\_\_\_  
R. Daniel White, Mayor of  
City of Auburn, Nebraska

ATTEST:

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

(Seal)

ORDINANCE NO. 08-20  
OF THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA

AN ORDINANCE TO CORRECT SECTION I AND SECTION III of ORDINANCE NO. 32-11 OF THE CITY OF AUBURN, ADOPTED ON SEPTEMBER 12, 2011, TO HAVE THE LEGAL DESCRIPTION HARMONIZE WITH JUNE 2015 REPLAT; TO REPEAL ALL ORDINANCES AND RESOLUTIONS OR PARTS THEREOF IN CONFLICT HEREWITH; AND TO PROVIDE FOR AN EFFECTIVE DATE.

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

SECTION I. The Mayor and City Council of the City of Auburn, Nemaha County, Nebraska, hereby find and determine that it appears from the records and all of the evidence on file that all parties in interest and citizens of Auburn, Nebraska, have been duly notified of the hearings previously held for the purpose of rezoning and reclassifying the following described real estate, to-wit:

THE EAST 170' OF THE SOUTH 105' OF LOT 4 (INCLUDING VACATED 10<sup>th</sup> and R STREETS) IN BLOCK 10 OF GRANDVIEW ADDITION, AUBURN, NEMAHA COUNTY, NEBRASKA.

and to amend the map which has been adopted and made a part of Section 11-101 of the Auburn Municipal Code as enacted by Ordinance 2-95 of said city, by showing said rezoning and reclassification as provided by law.

SECTION II. The Mayor and Council of the City of Auburn, Nebraska, hereby find and determine that the Planning Commission and the Mayor and City Council have held separate hearings thereon and have heard all persons appearing at such hearings, and in consideration of the evidence and of the premises found and determined that said rezoning was for the public good and general welfare and provided for the proper, appropriate and best use of said real estate.

SECTION III. That on or about June 17, 2015, the above stated real estate was Replated pursuant to simple subdivision and is now identified legally identified as Replat Lot 4B, Block 10, Grandview Addition to Auburn, Nemaha County, Nebraska.

SECTION IV. That Section 11-101 of the Auburn Municipal Code as enacted by Ordinance 2-95 of the City of Auburn, be the same is hereby amended to show that the following real estate, to-wit:

REPLAT LOT 4B, BLOCK 10, GRANDVIEW ADD. TO AUBURN,  
NEMAHA COUNTY, NEBRASKA,

has been rezoned from the zoning classification of "R2 Residential" to "C-R Commercial/Residential"; and that the map which has been adopted and made a part of said Section 11-101 of the Auburn Municipal Code be and the same is hereby amended to show such rezoning and reclassification.

SECTION V. That all Ordinances and Resolutions or parts thereof in conflict herewith be and the same are hereby repealed.

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

Passed and Approved this 9<sup>th</sup> day of November, 2020.

\_\_\_\_\_  
R. Daniel White, Mayor of  
City of Auburn, Nebraska

ATTEST:

\_\_\_\_\_  
Sherry Heskett, Municipal Clerk  
of City of Auburn, Nebraska

(Seal)

Approved as to Form & Legality:

\_\_\_\_\_  
City Attorney

11/6/2020

RESOLUTION NO. \_\_\_\_ -20

Of

THE CITY OF AUBURN, NEMAHA COUNTY, NEBRASKA

**WHEREAS**, the City of Auburn desires to sell real property legally identified as shown in Exhibit "A" attached hereto and incorporated herein by this reference.

**WHEREAS**, pursuant to the provisions of City Code Section 92.08 of the City of Auburn, the City hereby directs the sale of said property to be by sealed bid,

**WHEREAS**, the City reserves the right to reject any and all bids,

**WHEREAS**, confirmation of the sale shall be made by passage of an Ordinance,

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the City of Auburn, Nebraska, that the real property identified in Exhibit "A", attached hereto, shall be sold by sealed bid, to be submitted to City Hall, 1101 "J" St., Auburn, NE, made in writing, on or before Wednesday, February 3, 2020, at 4:00 p.m., central standard time. At said time, date, and place all bids received shall be publicly opened, by the City Clerk or Deputy, and submitted to City Council members for review. The City Council shall consider such bids at public Council Session on Monday, February 8, 2020, at 7:00 p.m. or shortly thereafter as may be considered on the Council Agenda.

**BE IT FURTHER RESOLVED** that the terms of the sale are fifty percent (50%) of purchase price paid upon acceptance of bid by Council at public meeting, and the remainder within thirty (30) days of confirmation of the sale by passage of ordinance.

**BE IT FURTHER RESOLVED** notice of the proposed sale of city owned real property shall be posted in three (3) prominent places within the City of Auburn, for a period of not less than 21 days prior to the sale of the property, and shall be published once a week for 3 consecutive weeks in a legal newspaper published in general circulation within the City. The notice shall accurately describe the real estate offered for sale and state the terms and conditions of sale.

**BE IT FURTHER RESOLVED** the Mayor is authorized to sign any necessary agreements or contracts on behalf of the City of Auburn in carrying out the provisions herein.

**BE IT FURTHER RESOLVED** that the City reserves the right to reject any and all bids.

**BE IT FURTHER RESOLVED**, the City will order and provide a title insurance policy insuring marketable title to the purchaser upon the request of the purchaser. The cost of the title Insurance policy premium and loan premiums shall be paid by the purchaser and shall be paid on or before closing.

**BE IT FURTHER RESOLVED**, the Mayor and City Clerk will execute a Quitclaim Deed to the Purchaser upon payment of the full purchase price. All payments shall be made by cash or certified funds. Possession will be given to the purchaser upon tending full payment to the City.

**BE IT FURTHER RESOLVED**, real estate taxes on said property will be prorated to the date of closing.

**BE IT FURTHER RESOLVED**, City costs and/or assessments against the real estate for remove of nuisance may be negotiated between the Purchaser and the City to facilitate City improvement benefiting the community and residence.

PASSED and APPROVED, this 9<sup>th</sup> day of November, 2020.

---

R. Daniel White, Mayor of  
City of Auburn, Nebraska

ATTEST:

---

Sherry Heskett, Municipal Clerk  
of City of Auburn, Nebraska

(Seal)

**EXHIBIT "A"**

South Half (S1/2) Lot Two (2), Block Five (5), Calvert  
First Addition to the City of Auburn, Nemaha County,  
Nebraska.

Property Address: 2020 M Street, Auburn, NE 68305.  
County Parcel ID: 640002382



AGENDA ITEM  
NO 20

November 9, 2020

## City of Auburn

1101 J Street  
Auburn, Nebraska 68305  
402-274-3420  
402-274-4154 fax  
www.auburn.ne.gov

### MAYOR

Dan White

### COUNCIL MEMBERS

Katy Billings

Shawn Clark

Tom Clark

Chris Erickson

Rick Janssen

Jeff Jeanneret

### Street Department Activity Report (October 2020)

- Appliance and Furniture Recycle Lot – 3 times
- Brush Lot – 5 times
- Burned brush lot – 2 times
- Worked on equipment at city shop
- Garbage run at Parks/Rec Complex/business area weekly
- Cleaned storm drains
- Filled potholes around town
- Property at 2020 M Street – finished back fill and planted grass seed
- Swept streets around town
- Trimmed trees in the street right of way
- Hauled wood chips to parks and leveled them out in the playground areas
- Took down the soccer nets and sand volleyball nets
- Helped with winterizing the bathrooms in the parks
- Did snow removal on Monday
- Picked up the new Dump Truck in Omaha

Harry Bridgmon  
Street Commissioner



EQUAL HOUSING OPPORTUNITY

***Auburn Memorial Library***

---

1810 Courthouse Ave  
 Auburn, NE 68305

**City Council Report  
 November 2020**

- Our patrons that check out the most items between now and Dec 19<sup>th</sup>, have the chance to win the fixings for Christmas dinner this year. We started out with two dinners to give away, but for every 1,000 items that get checked out, we will add another dinner. This is all being sponsored by the Friends of the Library group.

Statistical Report:

<u>Date:</u>	<u>Circulation:</u>	<u>Patrons:</u>	<u>Money to City:</u>
September	2,195	1,086	\$402.00
OverDrive	<u>476</u>	<u>71</u>	
	2,671	1,157	
October	2,629	1,102	\$376.80
OverDrive	<u>498</u>	<u>70</u>	
	3,127	1,172	



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

FOR THE MONTH OF OCTOBER 2020

Total Number of Calls within the City of Auburn	119
Total Number of Ordinance/Animal Calls	7
Total Number of Actual Criminal Cases Reported/Initiated	16

Respectfully submitted,



Brent Lottman  
Sheriff

City of Auburn  
TIF Activity  
Report Date 10-31-2020

AGENDA ITEM  
NO 21

Date	Description	Auburn 1		Terrace		Auburn Bowling		Auburn Bowling		Hemmingsen		West		Orschein
		Project #2	SE Corner	Heights I	Heights II	Center I	Center II	Funeral	Home	Core Area	Project			
5/31/2020	Balance	\$ 699,962.58	\$ 521,676.99									\$ 8,761.53	\$ 13,167.51	\$ 21,512.46
6/12/2020	Co. Collections	\$ 3,288.25	\$ 1,052.87									\$ 186.93	\$ 2,048.45	
6/30/2020	City-west waterline	\$ (15,215.96)											\$ (15,215.96)	
6/30/2020	Orschein Balance	\$ (21,512.46)												
6/30/2020	Interest on Account	\$ 57.55	\$ 44.89									\$ 0.57		\$ (21,512.46)
7/10/2020	Co. Collections	\$ 314.72	\$ 314.72											
7/14/2020	Baird Holm-Legal	\$ (369.00)												
7/31/2020	Interest on Account	\$ 58.43	\$ 45.58									\$ (369.00)		
8/11/2020	Baird Holm-Legal	\$ (1,168.50)										\$ 0.58		
8/14/2020	Co. Collections	\$ 72.61	\$ 72.61									\$ (1,168.50)		
8/31/2020	Interest on Account	\$ 56.42	\$ 44.01									\$ 0.56		
9/11/2020	Co. Collections	\$ 22,132.26	\$ 10,549.58									\$ 1,022.18	\$ 10,560.50	
9/16/2020	Baird Holm-Legal	\$ (340.00)										\$ (340.00)		
9/30/2020	Interest on Account	\$ 55.75	\$ 42.37									\$ 0.56	\$ 1.11	
10/13/2020	Baird Holm-Legal	\$ (1,074.00)										\$ (1,074.00)		
10/13/2020	Auburn Newspapers	\$ (72.50)	\$ (72.50)											
10/16/2020	Co. Collections	\$ 3,847.03	\$ 823.33									\$ 186.93	\$ 2,836.77	
10/31/2020	Interest on Account	\$ 58.35	\$ 44.35									\$ 0.58	\$ 1.17	
10/31/2020	Balance	\$ 690,151.53	\$ 521,825.69	\$ 147,717.37	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,208.92	\$ 13,399.55	\$ -	\$ -	\$ -

x

AGENDA ITEM  
NO

22

**Subject:** Item for November 9th City Council Meeting:

Item for November 9th City Council Meeting:

The Auburn Eagles would like to have a public fireworks display on Sunday, July 4th. The display will have a format similar to the last few years. Rain date would be Friday, July 9th. The display will be insured through our distributor, Premier Pyrotechnics.

The Eagles would also like to ask the City of Auburn for a donation to support the display. Last year the City donated \$5,000, which was much appreciated.

Part of the reason for the early date of this request is to allow taking advantage of an early pay option, which will provide a 15% savings in our order. Which really allows us to order more fireworks for the display.

Thank you for your time,

Lee Conner

Sent from my iPhone

---