AGENDA FOR THE REGULAR MEETING OF
THE MAYOR AND CITY COUNCIL OF THE
CITY OF AUBURN, NEMAHA COUNTY,
NEBRASKA, TO BE HELD AT 7:00 P.M.
January 9, 2023

Pledge of Allegiance

Call to Order

This is an open meeting of the Auburn City Council. The City of Auburn abides by the Open Meetings Act in conducting business. A copy of the Open Meetings Act is displayed in these City Council Chambers as required by state law.

The City Council may vote to go into **Closed Session** on any agenda item as allowed by state law.

Invocation

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 City Council is not required to allow citizens to speak at each meeting but may not forbid public participation at all meetings. Any member of the Public addressing the Council at this meeting shall provide her/his name and address unless waived pursuant to Nebraska Law.

Roll Call

A - SUBMITTAL OF REQUESTS FOR FUTURE ITEMS

Individuals who have appropriate items for City Council consideration should complete the Request for Future Agenda Items form located at the Information table. If the issue can be handled administratively without Council action, notification will be provided. If the item is scheduled for a meeting, notification of the date will be given.

B – RESERVE TIME TO SPEAK ON AGENDA ITEMS

This is an opportunity for individuals wishing to provide input on any of tonight's agenda items to reserve time to speak. Please come forward, state your name and address, and the Agenda topic on which you will be speaking.

C – PRESENTATIONS and PROCLAMATIONS

None for this meeting.

The Consent Agenda shall be presented by the Mayor or City Clerk at the beginning of Council session. Items within the Consent Agenda may be removed by the request of any one Councilmember. Items not removed from the Consent Agenda may be adopted by general consent without further discussion or debate. Removed items may be taken up either immediately after the Consent Agenda or placed later within the Agenda at the discretion of the Council.

D – CONSENT AGENDA

D – 1 Approving Minutes of December 12, 2022, regular City Council meeting and December 28, 2022, special City Council meeting

D – 2 Approval of City Financial Report.

D – 3 Request for attendance at meetings and/or conferences. – League Midwinter Conference in Lincoln (February 27-28) Crystal Dunekacke, Chris Erickson, Sherry Heskett and Morgan Ritchie (Split with City of Peru).

D – CONSENT AGENDA (Cont'd)

D – 4 Appointments: Planning Commission Alternate – Jeff Jones, Board of Adjustment – Kent Clark

D – 5 Approval of Special Designated Liquor License Applications submitted by Ruth Heywood at Gallery 75, 1122 J Street, Auburn, Nebraska for February 11 and March 16

E – PAYMENT OF CLAIMS

E – 1 Approving Payment of Claims

F – PUBLIC HEARINGS

F – 1 The purpose of this public hearing is to obtain public comment and/or objection to the proposed 1st Amendment to City of Auburn, NE, Wellhead Protection Ord. No. 5-18:

"AN ORDINANCE TO PROVIDE FOR AN AMENDMENT AND RESTATEMENT OF THE WELLHEAD PROTECTION OVERLAY ZONE FOR THE CITY OF AUBURN, NEBRASKA IN NEMAHA COUNTY PURSUANT TO SECTION 17-536 OF THE REVISED STATUTES OF NEBRASKA BY ESTABLISHING LIMITATIONS UPON THE LOCATION OF POTENTIAL SOURCES OF POLLUTION OR INJURY TO THE MUNICIPAL WATER SUPPLY; TO ESTABLISH RULES AND REGULATIONS DEFINING AND ENFORCING SUCH LIMITATION; TO PROVIDE PROCEDURES FOR IMPLEMENTATION OF RULES AND REGULATIONS; AND TO PROVIDE FOR AN EFFECTIVE DATE."

See proposed designation of Wellhead Protection Area (MAP) and proposed controls on file for public review at Auburn City Hall, 1101 "J" St., Auburn, NE 68305 and as posted in the Nemaha County Herald on December 8, 2022.

G – MOTIONS

G – 1 Council Consideration by motion for approval of 2022 City of Auburn New Construction Program Guidelines

G – 2 Council Consideration by motion for a contract with JEO Consulting for storm damage repair services.

H – RESOLUTIONS

H – 1 01-23 Resolution Amending Res No. 19-22: Blight Study

I – ORDINANCES

I – 1 Consideration by City Council of proposed 1st Amendment to City of Auburn, NE, Wellhead Protection Ord. No. 5-18:

"AN ORDINANCE TO PROVIDE FOR AN AMENDMENT AND RESTATEMENT OF THE WELLHEAD PROTECTION OVERLAY ZONE FOR THE CITY OF AUBURN, NEBRASKA IN NEMAHA COUNTY PURSUANT TO SECTION 17-536 OF THE REVISED STATUTES OF NEBRASKA BY ESTABLISHING LIMITATIONS UPON THE LOCATION OF POTENTIAL SOURCES OF POLLUTION OR INJURY TO THE MUNICIPAL WATER SUPPLY; TO ESTABLISH RULES AND REGULATIONS DEFINING AND ENFORCING SUCH LIMITATION; TO PROVIDE PROCEDURES FOR IMPLEMENTATION OF RULES AND REGULATIONS; AND TO PROVIDE FOR AN EFFECTIVE DATE."

See proposed designation of Wellhead Protection Area (MAP) and proposed controls on file for public review at Auburn City Hall, 1101 "J" St., Auburn, NE 68305 and posted in the Nemaha County Herald on December 8, 2022 & December 29, 2022.

J – REPORTS & RECOMMENDATIONS

J – 1 From Dept. Heads/Boards

a. Street Department
b. Fire Department
c. Library
d. Treasurer
e. Airport Report
f. Board of Health

J – 2 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

K – REQUESTS AND REFERRALS

K – 1 Request by Brandon and Leah Wehenkel for an extension to complete new construction housing grant project.

MOTION TO ADJOURN

AGENDA ITEM NO D-1

City Council Proceedings
December 12, 2022

The Mayor and Council of the City of Auburn, Nemaha County, Nebraska, were called to meet at the City Hall at 1101 "J" Street on December 12, 2022, 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 was posted at the west door of the City Hall, at the east door of the Nemaha County Courthouse and in the Auburn State Bank.

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

Mayor White announced that the City of Auburn abides by the Open Meetings Act in conducting business and that a copy of the Open Meetings Act is displayed at the City Council Chambers (posted on the North wall of the City Council Chambers by the entrance door) as required by law.

It was noted that with regards to Agenda Item C – Presentations and Proclamations, there are none for this meeting.

Agenda Item D – Consent Agenda
D – 1 Approving Minutes of November 14, 2022, regular City Council meeting, and Minutes of the November 29, 2022 special City Council Meeting
D – 2 Approval of City Financial Report
D – 3 Request for attendance at meetings and/or conferences. None for this meeting.
D – 4 Determination of city surplus property to be sold online action/bidding with reservation (if any) set by the City Adm/Mayor, re: old City holiday ornaments/lights

The Mayor presented the Consent Agenda. The Consent Agenda was approved as presented.

Agenda Item E – Payment of Claims. The following November claims were presented before the Council for ratification: Auburn Eagles, Community Fireworks Event-5,000.00; Black Hills Energy, Ut-322.08; Charter Communications, Se-286.82; Department of Agriculture, Fe-175.68; First Concord Benefits Group, Se-10.85; Karla Carnahan, Local Rehab Housing Program Reim-1,116.01; Mid-American Benefits Inc., Ins-89.50; Region V Services, Se-655.00; November Payroll-47,049.62; FICA City Match-3,506.97; Pension City Match-1,693.40; PayChex Payroll Se-217.85; PayChex FSA Se-40.00; Mid-American Benefits, Medical Claims-524.59; Auburn State Bank, Transaction Fe-17.10; Guardian, Ins-531.77; Wex Bank, Su-1,278.76. The following December claims were presented for ratification/approval: AKRS, Se-147.62; Amazon, Bk-AV-340.62; American Legal Publishing, Sub-399.00; American Recycling & Sanitation, Se-145.00; Auburn Chamber of Commerce, ED-Economic Development-2,000.00; Auburn Mem. Library Petty Cash, Su-38.24; Auburn Newspapers, Se-487.86; Baker & Taylor, Bk-AV-529.36; Bear Graphics Inc., Su-381.33; Beard's Salvage Inc., Su-46.00; Blackstone Publishing, Bk-AV-589.80; Blue Cross-Blue Shield, Ins-7,075.91; Bulldog Auto Supply Inc., Su-151.76; Capital Business Systems Inc., Se-Su-700.78; Charter Communications, Se-345.57; Demco, Su-460.34; Eakes Office Solutions, Su-Equip-947.23; Eggers Brothers Inc., Su-5.54; Filter Care, Se-26.00; First National Bank Omaha, Transactions-992.17; Central Programs Inc., Bk-AV-204.13; Jackson Services Inc., Se-120.13; Keep Nebraska Beautiful, Mem-100.00; Mellage Truck & Tractor, Se-846.64; Menards, Su-287.18; Meyer Laboratory Inc., Su-39.95; Microfilm Imaging Systems Inc., Se-3,461.00; Mid-American Benefits Inc., Ins-89.50; Mosca Design, Su-1,470.00; Mutual of Omaha, Ins-74.60; NEDA, Mem-150.00; OCLC Inc., Sub-66.40; Overdrive Inc, Bk-AV-287.47; Paper Tiger Shredding, Se-128.10; Petty Cash, Su-Reim-132.85; Pinpoint Auburn Inc., Se-64.99; Ricoh USA Inc., Su-15.31; Rose Equipment, Se-Su-4,038.62; Sack Lumber Co., Su-76.52; Summit Fire Protection, Se-909.25; The Penworthy Co., Bk-AV-159.20; U.S. Postal Service, Se-76.00; Uline, Su-64.50; US Cellular, Se-134.48; Windstream, Se-124.44.

Abbreviations for this legal: AV-Audio Visual; Bk-Book; CDBG-Community Development Block Grant; Contrib-Contribution; CRA-Community Redevelopment Authority; DTR-Downtown Revitalization; ED-Economic Development Investment; Equip-Equipment; Ex-

Expense; Fe-Fee; FSA-Flexible Spending Acct; Ins-Insurance; Inspect-Inspection; Int-Interest; Lic-License; Maint-Maintenance; Mem-Membership; Pen-Pension; Per-Periodical; Re-Repairs; Ref-Reference Materials; Reg-Registration; Reim-Reimbursement; Se-Service; Su-Supplies, Materials & Parts; TIF-Tax Increment Financing; Ut-Utilities; Wh-Withholding.

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

It was noted that with regards to Agenda Item F – Public Hearings, there are none for this meeting.

There being no further old business, the City Council adjourned Sine-Die to reconvene for the conduction of new business in the presence of the recently elected Mayor, re-elected Council Members and newly elected Council Member.

The City Clerk read the certified election results and administered the Oath of Office. The meeting reconvened for the conduction of new business in the presence of the Mayor and City Council. The City Clerk called the roll and the following were present: Katy Billings, Shawn Clark, Tom Clark, Rick Janssen, Jeff Jeanneret, and Nathan Seitz. Absent: No one. Mayor Chris Erickson presided and the City Clerk recorded the proceedings of the meeting.

Mayor Erickson thanked Dan White for his years of service to the City of Auburn.

Council Member Shawn Clark was elected Council President.

The City Council confirmed the following annual appointment positions: City Clerk/Treasurer Sherry Heskett, City Administrator/Economic Developer Crystal Dunekacke, City Attorney Angelo Ligouri, Assistant City Attorney Louie Ligouri, Assistant City Attorney Morgan Ritchie, Flood Plain Administrator Jeff Rowell, City Physician Dr. Gary Ensz, Building Inspector/City Code Enforcement Official Chris Darnell, Street Commissioner Blake Goering, and City Engineer Evan B. Wickersham with JEO Consulting Group Inc.

The City Council approved a motion that Evan B. Wickersham from JEO Consulting Group Inc. be appointed as City Street Superintendent.

The City Council confirmed the appointments to the city council standing committees. They were as follows: Street (Jeff Jeanneret and Tom Clark), Safety (Shawn Clark, Blake Goering and Chris Darnell), Budget and Finance (Katy Billings and Rick Janssen), Economic Development (Katy Billings and Nathan Seitz), Building (Tom Clark and Shawn Clark), Property/Casualty Insurance (Shawn Clark and Nathan Seitz), Housing (Rick Janssen and Jeff Jeanneret), Ordinance (Nathan Seitz, Jeff Jeanneret, Chris Erickson, Brent Lottman, Angelo Ligouri, and Crystal Dunekacke).

The 2023 holiday schedule was approved.

The City Council approved the hiring of Chris Darnell as Building Inspector/City Code Enforcement Official effective January 1, 2023.

The option contract to purchase real estate Lots 106 & 107 in Crestview was approved.

The City Council approved the renewal of Maintenance Agreement #51 and authorized the Certificate of Compliance between the Nebraska Department of Transportation and the City of Auburn.

The proposed resolution amending Resolution 19-22 for the purpose of correcting error in prior designation of a blighted and substandard area in the city was not discussed or acted on.

With five Council Members (Janssen, Jeanneret, Billings, Shawn Clark and Tom Clark) voting in favor and one Council Member (Nathan Seitz) abstaining from voting, Auburn State Bank was

designated as the official depository of City Funds and the authorized signers for the City bank accounts were approved. Notation: Prior to the discussion or action on this agenda item, the City Clerk announced that a Potential Conflict of Interest Statement was filed by Council Member Nathan Seitz disclosing his ongoing relationship to the operation of keno at Bowldog Alley and that he would not be participating in the discussion or vote.

Ordinance No. 19-22, Amendment/Update to City Ordinance No. 14-22 to allow for the setting and fixing compensation for the City Building Inspector effective January 1, 2023 was approved.

Written reports and recommendations from Dept. Heads/Boards were provided. A written report on law enforcement activity within the City of Auburn for November 2022 was provided.

Deborah Solie and Renee Critser spoke regarding Nemaha County COAD (Community Organizations Active in Disaster). There will be more information in the future and opportunities for representation and providing of information that would be beneficial in times of disasters. No funds were requested.

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

Sherry Heskett
City Clerk

Chris Erickson
Mayor

A complete copy of the minutes is available for inspection at city hall.

AGENDA ITEM NO D-1

Auburn, Nebraska
December 12, 2022

The Mayor and Council of the City of Auburn, Nemaha County, Nebraska, were called to meet at the City Hall at 1101 "J" Street on December 12, 2022, 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 was posted at the west door of the City Hall, at the east door of the Nemaha County Courthouse and in the Auburn State Bank.

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

Mayor White announced that the City of Auburn abides by the Open Meetings Act in conducting business and that a copy of the Open Meetings Act is displayed at the City Council Chambers (posted on the North wall of the City Council Chambers by the entrance door) as required by law.

It was noted that with regards to Agenda Item C – Presentations and Proclamations, there are none for this meeting.

Agenda Item D – Consent Agenda
D – 1 Approving Minutes of November 14, 2022, regular City Council meeting, and Minutes of the November 29, 2022 special City Council Meeting
D – 2 Approval of City Financial Report
D – 3 Request for attendance at meetings and/or conferences. None for this meeting.
D – 4 Determination of city surplus property to be sold online action/bidding with reservation (if any) set by the City Adm/Mayor, re: old City holiday ornaments/lights

The Mayor presented the Consent Agenda. Council Member Tom Clark moved to approve the Consent Agenda as presented. The motion was seconded by Council Member Jeanneret. Upon roll call vote: 6 yeas, 0 nays and 0 absent. The following Council Members voted "YEA": Shawn Clark, Tom Clark, Erickson, Janssen, Jeanneret, and Billings. The following voted "NAY": No one. Motion: Carried.

Agenda Item E – Payment of Claims. The following November claims were presented before the Council for ratification: Auburn Eagles, Community Fireworks Event-5,000.00; Black Hills Energy, Ut-322.08; Charter Communications, Se-286.82; Department of Agriculture, Fe-175.68; First Concord Benefits Group, Se-10.85; Karla Carnahan, Local Rehab Housing Program Reim-1,116.01; Mid-American Benefits Inc., Ins-89.50; Region V Services, Se-655.00; November Payroll-47,049.62; FICA City Match-3,506.97; Pension City Match-1,693.40; PayChex Payroll Se-217.85; PayChex FSA Se-40.00; Mid-American Benefits, Medical Claims-524.59; Auburn State Bank, Transaction Fe-17.10; Guardian, Ins-531.77; Wex Bank, Su-1,278.76. The following December claims were presented for ratification/approval: AKRS, Se-147.62; Amazon, Bk-AV-340.62; American Legal Publishing, Sub-399.00; American Recycling & Sanitation, Se-145.00; Auburn Chamber of Commerce, ED-Economic Development-2,000.00; Auburn Mem. Library Petty Cash, Su-38.24; Auburn Newspapers, Se-487.86; Baker & Taylor, Bk-AV-529.36; Bear Graphics Inc., Su-381.33; Beard's Salvage Inc., Su-46.00; Blackstone Publishing, Bk-AV-589.80; Blue Cross-Blue Shield, Ins-7,075.91; Bulldog Auto Supply Inc., Su-151.76; Capital Business Systems Inc., Se-Su-700.78; Charter Communications, Se-345.57; Demco, Su-460.34; Eakes Office Solutions, Su-Equip-947.23; Eggers Brothers Inc., Su-5.54; Filter Care, Se-26.00; First National Bank Omaha, Transactions-992.17; Central Programs Inc., Bk-AV-204.13; Jackson Services Inc., Se-120.13; Keep Nebraska Beautiful, Mem-100.00; Mellage Truck & Tractor, Se-846.64; Menards, Su-287.18; Meyer Laboratory Inc., Su-39.95; Microfilm Imaging Systems Inc., Se-3,461.00; Mid-American Benefits Inc., Ins-89.50; Mosca Design, Su-1,470.00; Mutual of Omaha, Ins-74.60; NEDA, Mem-150.00; OCLC Inc., Sub-66.40; Overdrive Inc, Bk-AV-287.47; Paper Tiger Shredding, Se-128.10; Petty Cash, Su-Reim-132.85; Pinpoint Auburn Inc., Se-64.99; Ricoh USA Inc., Su-15.31; Rose Equipment, Se-Su-4,038.62; Sack Lumber Co., Su-76.52; Summit Fire Protection, Se-909.25; The Penworthy Co., Bk-AV-159.20; U.S. Postal Service, Se-76.00; Uline, Su-64.50; US Cellular, Se-134.48; Windstream, Se-124.44.

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Council Member Billings moved to approve the claims presented which have not been previously approved by motion or resolution and ratify the ordinary and necessary expenses allowed in accordance with Resolution No. 7-11 that was approved February 28, 2011. The motion was seconded by Council Member Tom Clark. Upon roll call vote: 6 yeas, 0 nays and 0 absent. The following Council Members voted "YEA": Tom Clark, Erickson, Janssen, Jeanneret, Billings, and Shawn Clark. The following voted "NAY": No one. Motion: Carried.

It was noted that with regards to Agenda Item F – Public Hearings, there are none for this meeting.

There being no further old business, Council Member Janssen moved to adjourn Sine-Die to reconvene for the conduction of new business in the presence of the recently elected Mayor, re-elected Council Members and newly elected Council Member. The motion was seconded by Council Member Tom Clark. Upon roll call vote: 6 yeas, 0 nays and 0 absent. The following Council Members voted "YEA": Erickson, Janssen, Jeanneret, Billings, Shawn Clark, and Tom Clark. The following voted "NAY": No one. Motion: Carried.

The City Clerk read the certified election results and administered the Oath of Office. The meeting reconvened for the conduction of new business in the presence of the Mayor and City Council. The City Clerk called the roll and the following were present: Katy Billings, Shawn Clark, Tom Clark, Rick Janssen, Jeff Jeanneret, and Nathan Seitz. Absent: No one. Mayor Chris Erickson presided and the City Clerk recorded the proceedings of the reconvened meeting.

Mayor Erickson thanked Dan White for his years of service to the City of Auburn.

Mayor Erickson asked for nominations for Council President. Council Member Tom Clark nominated Council Member Shawn Clark to be Council President. The nomination was seconded by Council Member Billings. Council Member Janssen moved that the nominations cease. The motion was seconded by Council Member Seitz. Upon roll call vote: 6 yeas, 0 nays and 0 absent. The following Council Members voted "YEA": Shawn Clark, Tom Clark, Janssen, Jeanneret, Seitz, and Billings. The following voted "NAY": No one. Motion: Carried. Council Member Shawn Clark was elected Council President.

Mayor Erickson made annual appointments for the following positions: City Clerk/Treasurer Sherry Heskett, City Administrator/Economic Developer Crystal Dunekacke, City Attorney Angelo Ligouri, Assistant City Attorney Louie Ligouri, Assistant City Attorney Morgan Ritchie, Flood Plain Administrator Jeff Rowell, City Physician Dr. Gary Ensz, Building Inspector/City Code Enforcement Official Chris Darnell, Street Commissioner Blake Goering, and City Engineer Evan B. Wickersham with JEO Consulting Group Inc. Upon calling the roll, the following Council Members voted "YEA": Tom Clark, Janssen, Jeanneret, Seitz, Billings, and Shawn Clark. The following voted "NAY": No one. Appointments: Confirmed.

Council Member Billings moved "That the City appoint Evan B. Wickersham (Street Superintendent License Number S-1139 having a Class A License) from JEO Consulting Group Inc. as the 2023 Street Superintendent for the City of Auburn with the type of appointment being in the form of consultant with a beginning date of January 1, 2023 with the added notation that Evan B. Wickersham is also a licensed Engineer in Nebraska having Engineer's License Number E-10669". The motion was seconded by Council Member Janssen. Upon roll call vote: 6 yeas, 0 nays and 0 absent. The following Council Members voted "YEA": Janssen, Jeanneret, Seitz, Billings, Shawn Clark, and Tom Clark. The following voted "NAY": No one. Motion: Carried.

Mayor Erickson appointed the city council standing committees. They were as follows: Street (Jeff Jeanneret and Tom Clark), Safety (Shawn Clark, Blake Goering and Chris Darnell), Budget

and Finance (Katy Billings and Rick Janssen), Economic Development (Katy Billings and Nathan Seitz), Building (Tom Clark and Shawn Clark), Property/Casualty Insurance (Shawn Clark and Nathan Seitz), Housing (Rick Janssen and Jeff Jeanneret), Ordinance (Nathan Seitz, Jeff Jeanneret, Chris Erickson, Brent Lottman, Angelo Ligouri, and Crystal Dunekacke). Upon calling the roll, the following Council Members voted "YEA": Jeanneret, Seitz, Billings, Shawn Clark, Tom Clark, and Janssen. The following voted "NAY": No one. Appointments: Confirmed.

The 2023 holiday schedule was presented as follows: New Year's Day (January 2), Memorial Day (May 29), Independence Day (July 4), Labor Day (September 4), Veteran's Day (November 10), Thanksgiving Day (November 23), Friday after Thanksgiving Day (November 24), Christmas Eve (December 25), Christmas Day (December 26), and Personal Day (Designated Holiday – Choice with Department Head approval). Council Member Tom Clark moved to approve the 2023 holiday schedule as presented. The motion was seconded by Council Member Seitz. Upon roll call vote: 6 yeas, 0 nays and 0 absent. The following Council Members voted "YEA": Seitz, Billings, Shawn Clark, Tom Clark, Janssen, and Jeanneret. The following voted "NAY": No one. Motion: Carried.

Council Member Billings moved to approve the hiring of Chris Darnell as Building Inspector/City Code Enforcement Official effective January 1, 2023. The motion was seconded by Council Member Tom Clark. Upon roll call vote: 6 yeas, 0 nays and 0 absent. The following Council Members voted "YEA": Billings, Shawn Clark, Tom Clark, Janssen, Jeanneret, and Seitz. The following voted "NAY": No one. Motion: Carried.

Council Member Billings moved to approve the option contract to purchase real estate Lots 106 & 107 in Crestview Addition to Auburn, NE. The motion was seconded by Council Member Jeanneret. Upon roll call vote: 6 yeas, 0 nays and 0 absent. The following Council Members voted "YEA": Shawn Clark, Tom Clark, Janssen, Jeanneret, Seitz, and Billings. The following voted "NAY": No one. Motion: Carried.

Council Member Jeanneret moved to approve the renewal of Maintenance Agreement #51 and authorize the Certificate of Compliance between the Nebraska Department of Transportation and the City of Auburn. The motion was seconded by Council Member Janssen. Upon roll call vote: 6 yeas, 0 nays and 0 absent. The following Council Members voted "YEA": Tom Clark, Janssen, Jeanneret, Seitz, Billings, and Shawn Clark. The following voted "NAY": No one. Motion: Carried.

The proposed resolution amending Resolution 19-22 for the purpose of correcting error in prior designation of a blighted and substandard area in the city was not discussed or acted on.

Prior to the discussion or action on Agenda Item H – 2: Designation of Official Depository of City Funds and approval of authorized representatives and signers, the City Clerk announced that a Potential Conflict of Interest Statement was filed by Council Member Nathan Seitz disclosing his ongoing relationship to the operation of keno at Bowldog Alley and that he would not be participating in the discussion or vote. Council Member Janssen moved to approve Resolution No. 21-22 designating Auburn State Bank as the official depository of City Funds and approve that Mayor Chris Erickson, Council President Shawn Clark, City Clerk/Treasurer Sherry Heskett and City Administrator/Economic Developer Crystal Dunekacke be approved as authorized signers for all City bank accounts and investments held at Auburn State Bank, and further that on the two Keno Operating Accounts (only those two accounts) that the Keno Operator (Craig Blake) and his designated representatives (Nicole Constantine and Kenneth W. Holmes on the Keno Legion Account and Nathan Seitz and Jeni Seitz on the Keno Operating Account for Bowldog Alley) also be designated as authorized signers on the respective keno accounts and further approve that on the Auburn Volunteer Fire Department trust fund account (only on that account) Andrew Behrends, Ryan Jones, and John Ackerman also be designated as representatives and authorized signers of that specific account. The motion was seconded by Council Member Tom Clark. Upon roll call vote: 5 yeas, 0 nays, 0 absent and 1 abstention. The following Council Members voted "YEA": Janssen, Jeanneret, Billings, Shawn Clark, and Tom Clark. The following voted "NAY": No one. Council Member Seitz abstained from voting. Motion: Carried. A true and correct copy of said resolution is as follows:

RESOLUTION NO. 21-22
Designation of Official Depository of City Funds
and Approval of Authorized Representatives and Signers

BE IT RESOLVED, by the Mayor and City Council, of the City of Auburn, Nebraska that: Auburn State Bank be designated as the Official Depository of City Funds and that Mayor Chris Erickson, Council President Shawn Clark, City Clerk/Treasurer Sherry Heskett and City Administrator/Economic Developer Crystal Dunekacke be approved as the authorized representatives and signers for all the City bank accounts and investments held at Auburn State Bank, and further that on the two Keno Operating Accounts (only those two accounts) that the Keno Operator (Craig Blake) and his designated representatives (Nicole Constantine and Kenneth W. Holmes on the Keno Legion Account and Nathan Seitz and Jeni Seitz on the Keno Operating Account for Bowldog Alley) also be designated as authorized signers on the respective keno accounts and further approve that on the Auburn Volunteer Fire Department trust fund account (only on that account) Andrew Behrends, Ryan Jones, and John Ackerman also be designated as representatives and authorized signers of that specific account.

Proposed Ordinance No. 19-22, Amendment/Update to City Ordinance No. 14-22 to allow for the setting and fixing compensation for the City Building Inspector effective January 1, 2023 was presented for consideration. The Mayor announced that the introduction of the proposed Ordinance was in order. Council Member Billings moved that the proceedings be kept in a separate and distinct volume known as the "Ordinance Record of the City of Auburn, Nemaha County, Nebraska", and that said volume be made part of these proceedings the same as though it were spread at large herein, which motion was seconded by Council Member Jeanneret. Upon roll call vote: 6 yeas, 0 nays and 0 absent. The following Council Members voted "YEA": Jeanneret, Seitz, Billings, Shawn Clark, Tom Clark, and Janssen. The following voted "NAY": No one. Motion: Carried. Council Member Billings introduced the proposed Ordinance and moved that the statutory rule requiring reading on three different days be suspended. Council Member Jeanneret seconded the motion to suspend the rules. Upon roll call vote: 6 yeas, 0 nays and 0 absent. The following Council Members voted "YEA": Seitz, Billings, Shawn Clark, Tom Clark, Janssen, and Jeanneret. The following voted "NAY": No one. Motion: Carried. The motion to suspend the rules was adopted by the Council and the statutory rule was declared suspended for consideration of said ordinance. Council Member Billings read Ordinance No. 19-22 and moved for final passage of the ordinance, which motion was seconded by Council Member Tom Clark. Upon roll call vote: 6 yeas, 0 nays and 0 absent. The following Council Members voted "YEA": Billings, Shawn Clark, Tom Clark, Janssen, Jeanneret, and Seitz. The following voted "NAY": No one. Motion: Carried.

Written reports and recommendations from Dept. Heads/Boards were provided. A written report on law enforcement activity within the City of Auburn for November 2022 was provided.

Deborah Solie and Renee Critser spoke regarding Nemaha County COAD (Community Organizations Active in Disaster). There will be more information in the future and opportunities for representation and providing of information that would be beneficial in times of disasters. No funds were requested.

There being no further business to come before the Mayor and Council, Council Member Tom Clark moved for adjournment. The motion was seconded by Council Member Janssen. Upon roll call vote: 6 yeas, 0 nays and 0 absent. The following Council Members voted "YEA": Shawn Clark, Tom Clark, Janssen, Jeanneret, Seitz, and Billings. The following voted "NAY": No one. Motion: Carried.

Mayor Erickson declared the meeting adjourned.

_____
Chris Erickson, 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 the proceedings had and done by the Mayor and Council on December 12, 2022; 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 the 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 the meeting and the subjects to be discussed at said meeting; and that a current copy of the Nebraska Open Meetings Act is posted on the North wall of the City Council Chambers at the entrance door.

_____
Sherry Heskett, City Clerk

AGENDA ITEM NO D-1

City Council Proceedings
December 28, 2022

The Mayor and Council of the City of Auburn, Nemaha County, Nebraska, were called to meet at the City Hall at 1101 "J" Street on December 28, 2022 at 6:00 o'clock P.M., in Special Meeting, open to the general public. Advance notice of said Special Meeting according to the designated method of giving notice was posted at the west front door of the City Hall, at the east door of the Nemaha County Courthouse and in the Auburn State Bank, and was transmitted to all members of the City Council. Mayor Chris Erickson 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 Erickson. Upon calling the roll, the following members of the City Council were present: Katy Billings, Shawn Clark, Tom Clark, Rick Janssen, Jeff Jeanneret, and Nathan Seitz. Absent: No one.

Mayor Erickson opened the public hearing for public comment on a redevelopment plan entitled "Redevelopment Plan for Woodbridge Development Redevelopment Project". After allowing time for public comments, questions, and discussion, the public hearing was closed. Council Member Billings moved to approve Resolution No. 22-22 – A Resolution of the Mayor and Council of the City of Auburn, Nebraska, Approving a Redevelopment Plan Entitled "Redevelopment Plan for the Woodbridge Development Redevelopment Project". Council Member Janssen seconded the motion. Upon roll call vote: 6 yeas, 0 nays and 0 absent. The following Council Members voted "YEA": Shawn Clark, Tom Clark, Janssen, Jeanneret, Seitz, and Billings. The following voted "NAY": No one. Motion: Carried.

There being no further business to come before the Mayor and Council, Council Member Seitz moved for adjournment. The motion was seconded by Council Member Janssen. Upon roll call vote: 6 yeas, 0 nays and 0 absent. The following Council Members voted "YEA": Tom Clark, Janssen, Jeanneret, Seitz, Billings, and Shawn Clark. The following voted "NAY": No one. Motion: Carried.

Mayor Erickson declared the meeting adjourned.

Sherry Heskett
City Clerk

Chris Erickson
Mayor

A complete copy of the minutes is available for inspection at city hall.

AGENDA ITEM
NO D-1

Auburn, Nebraska
December 28, 2022

The Mayor and Council of the City of Auburn, Nemaha County, Nebraska, were called to meet at the City Hall at 1101 "J" Street on December 28, 2022 at 6:00 o'clock P.M., in Special Meeting, open to the general public. Advance notice of said Special Meeting according to the designated method of giving notice was posted at the west front door of the City Hall, at the east door of the Nemaha County Courthouse and in the Auburn State Bank, and was transmitted to all members of the City Council. Mayor Chris Erickson 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 Erickson. Upon calling the roll, the following members of the City Council were present: Katy Billings, Shawn Clark, Tom Clark, Rick Janssen, Jeff Jeanneret, and Nathan Seitz. Absent: No one.

Mayor Erickson opened the public hearing for public comment on a redevelopment plan entitled "Redevelopment Plan for Woodbridge Development Redevelopment Project". After allowing time for public comments, questions, and discussion, the public hearing was closed. Council Member Billings moved to approve Resolution No. 22-22 – A Resolution of the Mayor and Council of the City of Auburn, Nebraska, Approving a Redevelopment Plan Entitled "Redevelopment Plan for the Woodbridge Development Redevelopment Project". Council Member Janssen seconded the motion. Upon roll call vote: 6 yeas, 0 nays and 0 absent. The following Council Members voted "YEA": Shawn Clark, Tom Clark, Janssen, Jeanneret, Seitz, and Billings. The following voted "NAY": No one. Motion: Carried. A true and correct copy of said resolution is as follows:

RESOLUTION NO. 22-22

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF AUBURN, NEBRASKA, ADOPTING AND APPROVING A REDEVELOPMENT PLAN ENTITLED, "REDEVELOPMENT PLAN FOR THE WOODBRIDGE DEVELOPMENT REDEVELOPMENT PROJECT".

WHEREAS, pursuant to the Nebraska Community Development Law, Nebraska Revised Statutes Sections 18-2101 et. seq. (the "Act"), the Mayor and City Council of the City of Auburn, Nebraska (the "City"), designated a portion of the City commonly referred to as the "Westgate Redevelopment Area" (the "Redevelopment Area"), as a blighted and substandard community redevelopment area under the Act; and

WHEREAS, the Mayor and City Council finds based on substantial evidence in the record of this proceeding that redevelopment of the Redevelopment Area will result in the elimination and prevention of blight and aligns with the purposes of the Act and the City's comprehensive plan for land use and development (the "Comprehensive Plan"); and

WHEREAS, attached hereto as Exhibit "A" is a tax-increment financing redevelopment plan for redevelopment within the Redevelopment Area entitled, "Redevelopment Plan for the Woodbridge Development Redevelopment Project" (the "Redevelopment Plan"), which sets forth a specific redevelopment project within a portion of the Redevelopment Area (the "Redevelopment Project"); and

WHEREAS, in conformance with the Act, the Planning Commission of the City held a duly noticed public hearing on the Redevelopment Plan on December 27, 2022, and provided written findings on and recommended the Mayor and City Council's adoption and approval of the Redevelopment Plan; and

WHEREAS, in conformance with the Act, the Community Redevelopment Authority of the City previously provided written findings on and recommended the Mayor and City Council's adoption and approval of the Redevelopment Plan; and

WHEREAS, on December 28, 2022, the Mayor and City Council held a duly noticed public hearing on the Redevelopment Plan, in conformance with the Act; and

WHEREAS, after public hearing and review of the Redevelopment Plan, the Mayor and City Council determined that the Redevelopment Plan complies with the Comprehensive Plan of the City and will result in the elimination and prevention of blight; and

WHEREAS, after public hearing and review of the Redevelopment Plan, the Mayor and City Council determined that the Redevelopment Project contemplated in the Redevelopment Plan would not occur and would not be economically feasible without the use of tax-increment financing.

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

Section 1. The Redevelopment Plan attached as Exhibit "A" complies with the Comprehensive Plan of the City.

Section 2. Based on the substantial evidence in the record of this proceeding, the Mayor and City Council finds as follows:

(a) The proposed land uses and building requirements for the Redevelopment Project as described in the Redevelopment Plan are designed with the general purpose of accomplishing, in conformance with the City's Comprehensive Plan, a coordinated, adjusted and harmonious development of the City and its environs which will, in accordance with the present and future needs, promote health, safety, morals, order, convenience, prosperity and the general welfare, as well as efficiency and economy in the process of development; that under the Redevelopment Plan adequate provision is made for traffic, vehicular parking, the promotion of safety from fire, panic and other dangers, adequate provision for light and air, the promotion of the healthful and convenient distribution of populations, the provision of adequate transportation, water, sewage and other public utilities, schools, parks, recreational and community facilities and other public requirements, the promotion of sound design and arrangement, the wise and efficient expenditure of public funds and the elimination of, or prevention of the recurrence of, insanitary or unsafe dwelling accommodations or conditions of blight.

(b) The Redevelopment Plan contains a satisfactory statement of the proposed method and estimated cost of acquisition and preparation for the Redevelopment Project; that no public improvements are required to be provided except as set forth in the Redevelopment Plan with respect to the Redevelopment Project; that there are no estimated proceeds or revenue expected to be obtained by the City from disposal of property to the redeveloper except as set forth in the Redevelopment Plan; that the Redevelopment Plan sets forth a satisfactory method of financing for the Redevelopment Project consisting of direct payment for public improvements or grant assistance to the redeveloper for the Redevelopment Project, as designated in the Redevelopment Plan, which method of financing is the issuance by the City of its tax increment revenue bond(s) to provide funds to pay for the costs of certain eligible improvements by grant assistance; and that there are no families currently living within the Redevelopment Project site, as set forth in the Redevelopment Plan, which are currently expected to be displaced from such area as a direct result of the Redevelopment Project.

(c) The cost-benefit analysis prepared in conjunction with the Redevelopment Plan and attached thereto sets forth the factors required under section 18-2113 of the Act and supports the Mayor and City Council's adoption and approval of the Redevelopment Plan.

Section 3. The Redevelopment Project set forth in the Redevelopment Plan would not be economically feasible without the use of tax-increment financing; would not occur in the redevelopment area described in the Redevelopment Plan without the use of tax-increment financing; and the costs and benefits of the Redevelopment Plan, including costs and benefits to other affected political subdivisions, the economy of the community, and the demand for public and private services have been analyzed by the Mayor and City Council and have been found to be in the long-term best interest of all those impacted by the Redevelopment Project and Redevelopment Plan.

Section 4. Based on the foregoing and substantial evidence in the record of this proceeding, the Mayor and City Council hereby approves and adopts the Redevelopment Plan

There being no further business to come before the Mayor and Council, Council Member Seitz moved for adjournment. The motion was seconded by Council Member Janssen. Upon roll call vote: 6 yeas, 0 nays and 0 absent. The following Council Members voted "YEA": Tom Clark, Janssen, Jeanneret, Seitz, Billings, and Shawn Clark. The following voted "NAY": No one. Motion: Carried.

Mayor Erickson declared the meeting adjourned.

Chris Erickson, 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 the proceedings had and done by the Mayor and Council on December 28, 2022; 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 the 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 examination 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 the meeting and the subjects to be discussed at said meeting; and that a current copy of the Nebraska Open Meetings Act is posted on the North wall of the City Council Chambers at the entrance door.

Sherry Heskett, City Clerk

TREASURER'S REPORT
CALENDAR 12/2022, FISCAL 3/2022

AGENDA ITEM NO
D-2

ACCOUNT TITLE	LAST REPORT ON HAND	RECEIVED	DISBURSED	BALANCE
GENERAL CHECKING	2,397,568.17	139,055.87	146,791.66	2,389,832.38
AM RESCUE ACT FUND CHECKING	588,307.26			588,307.26
STREET CHECKING	674,452.14	47,205.00	24,080.62	697,576.52
STREET BOND/WARRANT CHECKING	20,238.48			20,238.48
TOTAL CHECKING:	3,680,566.05	186,260.87	170,872.28	3,695,954.64
TOTAL FIRE DEPT SINKING	125,320.07	94.76	.00	125,414.83
TOTAL KENO RESERVE MMA:	36,392.91	459.08	.00	36,851.99
TOTOL KENO CHECKING	19,716.80	724.53	.00	20,441.33
TOTAL CDBG CHECKING	7,060.95	.00	.00	7,060.95
TOTAL CDBG DTR REUSE	94,534.04	1,210.96	33.40	95,711.60
TOTAL CDBG HD SAVINGS:	7,763.92	191.16	.00	7,955.08
TOTAL CRA CHECKING	902,464.95	5,914.06	15,896.41	892,482.60
TOTAL CITY REC CHECKING	44,976.12	.00	.00	44,976.12
GENERAL CD	101,206.01	263.93		101,469.94
TOTAL C.D.'S:	101,206.01	263.93	.00	101,469.94
TOTAL CASH ON HAND:	5,020,001.82	195,119.35	186,802.09	5,028,319.08

NEBRASKA LIQUOR CONTROL COMMISSION
PHONE: (402) 471-2571
Website: www.lcc.nebraska.gov

AGENDA ITEM NO
D-5

Special Designated License
Local Recommendation (Form 200)
Applications must be entered on the portal after local approval – no exceptions
Late applications are non-refundable and will be rejected

5TH STREET POST
Retail Liquor License Name or *Non-Profit Organization (*Must include Form #201 as Page 2)

721 5TH STREET - PERU, NE 68421
Retail Liquor License Address or Non-Profit Business Address

121898
Retail License Number or Non-Profit Federal ID #

Consecutive Dates only
Event Date(s): 2/11/23

Event Start Time(s): 10AM

Event End Time(s): 11PM

Alternate Date: N/A

Alternate Location Building & Address: N/A

Event Building Name: GALLERY 75

Event Street Address/City: 1122 J STREET - AUBURN, NE 68305

Indoor area to be licensed in length & width: 80 x 24 (ALL 3 LEVELS)

Outdoor area to be licensed in length & width: - x - **(Diagram Form #109 must be attached)**

Type of Event: 2023 EVENTS **Estimate # of attendees:** 25 - 50

Type of alcohol to be served: (ON+OFF SALE) **Beer** X **Wine** X **Distilled Spirits** X
(If not marked, you will not be able to serve this type of alcohol)

Event Contact Name: Ruth Heywood **Event Contact Phone Number:** (402) 274-7594

Event Contact Email: Heywoodhills@GMAIL.COM

***Signature Authorized Representative:** Ruth Heywood **Printed Name** RUTH HEYWOOD

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

***Retail licensee – Must be signed by a member listed on permanent license**
***Non-Profit Organization – Must be signed by a Corporate Officer**

Local Governing Body completes below:

The local governing body for the City/~~Village~~ of _____ OR County of _____ approves the issuance of a Special Designated License as requested above. (Only one should be written above)

_____ _____
Local Governing Body Authorized Signature **Date**

NEBRASKA LIQUOR CONTROL COMMISSION
PHONE: (402) 471-2571
Website: www.lcc.nebraska.gov

Special Designated License
Local Recommendation (Form 200)
Applications must be entered on the portal after local approval – no exceptions
Late applications are non-refundable and will be rejected

5TH STREET POST
Retail Liquor License Name or *Non-Profit Organization (*Must include Form #201 as Page 2)

721 5TH STREET - PERU, NE 68421
Retail Liquor License Address or Non-Profit Business Address

121898
Retail License Number or Non-Profit Federal ID #

Consecutive Dates only
Event Date(s): 3/16/23

Event Start Time(s): 5PM

Event End Time(s): 11PM

Alternate Date: N/A

Alternate Location Building & Address: N/A

Event Building Name: GALLERY 75

Event Street Address/City: 1122 J STREET - AUBURN, NE 68305

Indoor area to be licensed in length & width: 80 x 24 (ALL 3 LEVELS)

Outdoor area to be licensed in length & width: - x - **(Diagram Form #109 must be attached)**

Type of Event: 2023 EVENTS **Estimate # of attendees:** 25 - 50

Type of alcohol to be served: **Beer** X **Wine** X **Distilled Spirits** X
(ON + OFF SALE) **(If not marked, you will not be able to serve this type of alcohol)**

Event Contact Name: Ruth Heywood **Event Contact Phone Number:** (402) 274-7594

Event Contact Email: Heywoodhills@GMAIL.COM

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

***Retail licensee – Must be signed by a member listed on permanent license**
***Non-Profit Organization – Must be signed by a Corporate Officer**

Local Governing Body completes below:

The local governing body for the City/~~Village~~ of _____ OR County of _____ approves the issuance of a Special Designated License as requested above. (Only one should be written above)

_____ _____
Local Governing Body Authorized Signature **Date**

AGENDA ITEM NO. E - 1

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: 12/09/2022-12/31/2022

AGENDA ITEM NO E-1

VENDOR NAME	REFERENCE	VENDOR TOTAL
GENERAL FUND		
ADMIN		
AFLAC	AFLAC WH	73.80
BCom Solutions, LLC	WEBSITE HOSTING/DIGITAL MARKET	1,430.00
AUBURN BPW	REIMBURSEMENT	12,492.99
CHARLES KRUEGER	LOCAL HOUSING REHAB PROGRAM	4,129.35
FIRST CONCORD BENEFITS GROUP	BENEFIT SERVICES	10.85
HOLIDAY OUTDOOR DECOR	SKYLINE LIGHTS	20,664.20
LAVIGNE CONSTRUCTION INC.	OPTION LOTS 106 & 107	800.00
REGION V SERVICES	CLEANING SERVICES	125.00
WINDSTREAM NEBRASKA INC	PHONE ACCT	16.22
	ADMIN TOTAL	39,742.41
POLICE DEPARTMENT		
NEMAHA COUNTY NEBRASKA	LAW/CODE ENFORCEMENT	31,500.00
	POLICE DEPARTMENT TOTAL	31,500.00
FIRE DEPARTMENT		
BLACK HILLS ENERGY	GAS BILL ACCT	598.92
AUBURN BPW	ELEC	306.51
REGION V SERVICES	CLEANING SERVICE	50.00
CHARTER COMMUNICATIONS	PHONE ACCT	114.61
	FIRE DEPARTMENT TOTAL	1,070.04
PARK DEPARTMENT		
AUBURN BPW	ELEC DEMAND	3,643.12
REGION V SERVICES	CLEANING SERVICE	30.00
	PARK DEPARTMENT TOTAL	3,673.12
SR. CENTER DEPARTMENT		
BLACK HILLS ENERGY	GAS BILL ACCT	87.10
AUBURN BPW	ELEC	573.12
NORTH STAR MUTUAL	INSURANCE	493.00
REGION V SERVICES	CLEANING SERVICES	200.00
	SR. CENTER DEPARTMENT TOTAL	1,353.22
LIBRARY DEPARTMENT		
AMERICAN RECYCLING SANITATION	GARBAGE SERVICE/RECYCLING	59.25
AUBURN BPW	ELEC	764.70
LINDA BANTZ	CUSTODIAL SERVICES	400.00
	LIBRARY DEPARTMENT TOTAL	1,223.95
POOL DEPARTMENT		
BLACK HILLS ENERGY	GAS BILL ACCT	35.05
AUBURN BPW	REIMBURSEMENT POOL PUMP	9,603.60
CHARTER COMMUNICATIONS	PHONE ACCT	137.97

VENDOR NAME	REFERENCE	VENDOR TOTAL
	POOL DEPARTMENT TOTAL	9,776.62
	GENERAL FUND TOTAL	88,339.36
STREET FUND		
BLACK HILLS ENERGY	GAS BILL ACCT	129.50
AUBURN BPW	ELEC	814.32
MARK HARMS	LAND USE	500.00
CHARTER COMMUNICATIONS	PHONE ACCT	32.18
	TOTAL	1,476.00
	STREET FUND TOTAL	1,476.00
COMM REDEVELOP AUTHORITY		
BAIRD HOLM LLP	LEGAL SERVICES	1,131.00
CITY OF AUBURN	REIM WEST WATERLINE	14,765.41
	TOTAL	15,896.41
	COMM REDEVELOP AUTHORITY TOTAL	15,896.41
	Accounts Payable Total	105,711.77

CLAIMS REPORT

Check Range: 1/01/2023- 1/04/2023

AGENDA ITEM NO E-1

VENDOR NAME	REFERENCE	VENDOR TOTAL
GENERAL FUND		
ADMIN		
AMERICAN RECYCLING SANITATION	GARBAGE SERVICE/RECYCLING	145.00
BCom Solutions, LLC	WEBSITE HOSTING/DIGITAL MARKET	1,430.00
BLUE CROSS-BLUE SHIELD	HEALTH INSURANCE	3,001.90
AUBURN BPW	ELEC	709.62
CAPITAL BUSINESS SYSTEMS INC	COPIER LEASE/SUPPLIES	341.87
FIRST NATIONAL BANK OMAHA	CARD TRANSACTIONS	218.52
MID-AMERICAN BENEFITS INC	HEALTH INSURANCE	41.50
MUTUAL OF OMAHA	LIFE INSURANCE	28.80
	ADMIN TOTAL	5,917.21
POLICE DEPARTMENT		
NEMAHA COUNTY NEBRASKA	LAW ENFORCEMENT	34,650.00
	POLICE DEPARTMENT TOTAL	34,650.00
FIRE DEPARTMENT		
AUBURN BPW	ELEC	348.30
FIRST NATIONAL BANK OMAHA	CARD TRANSACTIONS	35.70
SOLUTIONS COMPUTER SALES AND S	COMPUTER EQUIPMENT	1,079.96
	FIRE DEPARTMENT TOTAL	1,463.96
PARK DEPARTMENT		
AUBURN BPW	ELEC	1,915.09
	PARK DEPARTMENT TOTAL	1,915.09
SR. CENTER DEPARTMENT		
AUBURN BPW	ELEC	934.22
	SR. CENTER DEPARTMENT TOTAL	934.22
LIBRARY DEPARTMENT		
BLUE CROSS-BLUE SHIELD	HEALTH INSURANCE	1,072.11
AUBURN BPW	ELEC	1,245.77
LINDA BANTZ	CUSTODIAL SERVICES	400.00
MID-AMERICAN BENEFITS INC	HEALTH INSURANCE	12.00
MUTUAL OF OMAHA	LIFE INSURANCE	7.20
	LIBRARY DEPARTMENT TOTAL	2,737.08
POOL DEPARTMENT		
AUBURN BPW	ELEC	970.46
	POOL DEPARTMENT TOTAL	970.46
	GENERAL FUND TOTAL	48,588.02

CLAIMS REPORT

Check Range: 1/01/2023- 1/04/2023

VENDOR NAME	REFERENCE	VENDOR TOTAL
STREET FUND		
BLUE CROSS-BLUE SHIELD	HEALTH INSURANCE	3,001.90
AUBURN BPW	ELEC	1,180.19
FIRST NATIONAL BANK OMAHA	CARD TRANSACTIONS	287.80
MID-AMERICAN BENEFITS INC	HEALTH INSURANCE	36.00
MUTUAL OF OMAHA	LIFE INSURANCE	38.60
	TOTAL	4,544.49
	STREET FUND TOTAL	4,544.49
	Accounts Payable Total	53,132.51

CLAIMS REPORT
Check Range: 1/05/2023- 1/05/2023

AGENDA ITEM NO E-1

VENDOR NAME	REFERENCE	VENDOR TOTAL
GENERAL FUND		
ADMIN		
AIRSTREAM HEATING AND COOLING	PLUMBING SERVICES	501.90
AUBURN DESIGN SHOP LLC	SUPPLIES	237.65
AUBURN NEWSPAPERS	PUBLISHING	2,010.68
EAKES OFFICE SOLUTIONS	SUPPLIES	140.89
JEO CONSULTING GROUP INC.	PROFESSIONAL SERVICES HOUSIN	5,000.00
MICROFILM IMAGING SYSTEMS INC	EQUIPMENT RENTAL	138.00
NEBRASKA SUPREME COURT	STATE STATUTES	195.70
NEMAHA COUNTY NEBRASKA	REIMBURSEMENT ELECTION COST	482.68
	ADMIN TOTAL	8,707.50
PARK DEPARTMENT		
AKRS EQUIPMENT	PARTS	8.84
BULLDOG AUTO SUPPLY INC	PARTS/SUPPLIES	6.59
	PARK DEPARTMENT TOTAL	15.43
LIBRARY DEPARTMENT		
AMAZON CAPITAL SERVICES	BKS/AVS	199.38
AMAZON	BKS/AVS	383.24
AMERICAN LIBRARY ASSOCIATION	MEMBERSHIP RENEWAL	175.00
AUBURN CHAMBER OF COMMERCE	INVESTMENT/ECONOMIC DEVELOPMEN	110.00
AUBURN MEM. LIBRARY PETTY CASH	POSTAGE/ILL	102.32
BAKER & TAYLOR	BKS/AVS	347.11
DELL MARKETING L.P.	COMPUTER EQUIPMENT	1,095.21
EAKES OFFICE SOLUTIONS	SUPPLIES	267.66
FOLLETT SCHOOL SOLUTIONS INC	SUPPLIES	210.91
OCLC INC	ILL/SUBSCRIPTION	132.80
OVERDRIVE, INC.	BKS/AVS	452.46
RICOH USA, INC	EQUIPMENT COPIES	14.64
THE PENWORTHY COMPANY	BKS/AVS	176.78
	LIBRARY DEPARTMENT TOTAL	3,667.51
	GENERAL FUND TOTAL	12,390.44
STREET FUND		
AUBURN PLUMBING,HTG & AC INC.	SHOP SUPPLIES	102.32
BULLDOG AUTO SUPPLY INC	PARTS/SUPPLIES	17.97
FILTER CARE	CLEAN FILTERS	28.15
GREENWADE TREE SERVICE	TREE REMOVAL	1,400.00
JACKSON SERVICES INC	UNIFORM SERVICE	119.38
JEO CONSULTING GROUP INC.	PROFESSIONAL SERVICES	8,779.00
LYNCH'S HARDWARE & GIFTS	SUPPLIES	12.48
MARTIN MARIETTA MATERIALS	CHIP SEALING MATERIALS	8,998.98
MELLAGE TRUCK & TRACTOR	PARTS	124.56
MIDWEST SERVICE AND SALES CO.	SIGNS	113.20
NEMAHA COUNTY NEBRASKA	REIMBURSEMENT	1,009.75

VENDOR NAME	REFERENCE	VENDOR TOTAL
SACK LUMBER COMPANY	SHOP TOOLS	18.98
	TOTAL	20,724.77
	STREET FUND TOTAL	20,724.77
	Accounts Payable Total	33,115.21

AGENDA ITEM NO
G-1

2022 City of Auburn New Construction Program Guidelines

Program Guidelines and Application Packet

All application materials and questions should be submitted to the Southeast Nebraska Development District (SENDD), 7407 O Street, Lincoln, NE 68510 0, 402-475-2560.

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City of Auburn

PROGRAM GUIDELINES

New Construction Program

PROGRAM PURPOSE

The purpose of the City of Auburn's new construction program provided by the Nebraska Affordable Housing Trust Fund (NAHTF) is to assist families at or below 120% of the Area Median Income (AMI) to purchase newly constructed housing units. It is a City priority and highlighted goal to increase the number of quality, habitable dwelling units by providing assistance to construct and purchase qualified housing structures. Through this program, the City of Auburn will provide assistance to qualified applicants, improve the availability of local housing, promote homeownership, and increase the opportunity for local employers to attract qualified employees. This program will be operated and administered by the City of Auburn staff with assistance from the Southeast Nebraska Development District (SENDD). The City is responsible for the establishment of the following guidelines.

APPLICANT ELIGIBILITY

1.1 General (Conflict of Interest)

No official employee or agent of the City of Auburn who exercises policy and/or performs decision-making functions or responsibilities in connection with the planning and/or implementation of this New Construction Program shall directly or indirectly benefit from the program. This prohibition shall continue for one year after an individual's relationship with the City of Auburn ends. Any other employee, officer, or board member may be eligible, but will be treated without preference in the determination of applications accepted for funding. Enclosed with such an application shall be a statement of disclosure, which outlines any interest the applicant may have in the operation of this program.

A waiver process shall be available to allow for the previously identified ineligible titles (persons) to be eligible for participation in the NAHTF New Construction Program. The waiver process will consist of a request to and approval by the following entities in order: the City of Auburn and the Nebraska Department of Economic Development. Each person requesting a waiver must describe their need for participation in the NAHTF New Construction Program and, if approved, agree to disassociate themselves from any decision-making that directly affects them or the program.

1.2 Income Eligibility

The income eligibility of persons receiving assistance shall be determined using the 24 CFR Part 5.609 definition which includes the annual gross income of all adult household members that is anticipated to be received during the coming 12-month period from the date of application. When using NAHTF funds, the annual gross household income must be at or below 120% of the area median annual household income by family size in Nemaha County. These income ranges are established by the U.S. Department of Housing and Urban Development (HUD) and will be updated within 30 days of U.S. Census or HUD notification of a revised median income for this County. One-time eligibility is established at the time of purchase. Annual re-certification is not required.

1.3 First Mortgage Eligibility

Income eligibility will also be determined according to the regulations established by the first mortgage-financing source. In other words, applicants will need to qualify for a first mortgage with a primary lender. The first mortgage must come from local conventional lending sources such as local financial institutions or from programs targeting NAHTF buyers such as USDA Rural Development, or the Federal Housing Administration (VA) assistance. Potential NAHTF buyers interested in participating in the City of Auburn NAHTF New Construction Program must provide a pre-approval letter to obtain a first mortgage loan from a primary lender, the initial application provided to the lender, the Good Faith Estimate, and Truth-in-Lending documents associated with the lender's pre-approval prior to the City accepting an offer to sell the property.

First mortgage loans obtained by the client must be long-term mortgage products with an amortization schedule of no less than 15 years. No short-term mortgage products will be allowed.

Private or Seller financing for first mortgages is not acceptable.

1.4 Underwriting Criteria for Assistance

The City of Auburn will work with the primary lender to ensure and confirm that the appropriate housing debt ratios are met; the housing debt ratio must not exceed 35% of the NAHTF buyer's annual gross income.

There are exceptions to the above guidelines when a client exhibits other positive lending criteria; exceptions are typically granted by the primary lender when underwriting occurs through an automated loan system and/or with manual underwriting. The City will review the information from the primary lender to provide those exceptions for clients in writing to qualify for the NAHTF New Construction Program, but will also ensure that lending requirements are also consistent with NAHTF or other requirements.

1.5 Ownership Education Workshops

Applicants must complete an approved REACH buyer Education Workshop affiliate prior to the close on the NAHTF purchase.

1.6 Return Beneficiaries

Buyers may access the New Construction Program more than once, providing that their previous development subsidy (a portion of the construction costs carried by the city with 0% interest) originally provided by the City of Auburn has been paid back in full.

1.7 Marketing Procedures

The City of Auburn will market the program to those households identified to be potentially eligible applicants with household incomes at or below 120% of the Area Median Income when utilizing NAHTF funds for the program. The marketing program will include news articles in the area newspapers, public access, social media, posters, and brochures displayed in establishments where qualified buyers may frequent, contact with local realtors, lenders, area housing agencies, and local employers affected by the recent flooding.

1.8 Real Property

In order to qualify under the City of Auburn New Construction Program, an applicant shall not currently own or have any other interest in real property, however, those who own property that has been rendered useless or destroyed by natural disasters will be eligible to participate in this program. The property to be purchased must be the principal residence of the buyer.

2.0 PROPERTY ELIGIBILITY

2.1 Location

Potential lots to be purchased by the City of Auburn New Construction Program participants must be located within the City of Auburn. There will not be any program homes constructed on acreages outside of city limits nor on leased land. New construction of program homes will not occur within a Special Hazard Flood Area (100-year flood plain) or other areas with historic flooding.

2.2 Standards

All properties constructed and sold under the NATHF New Construction Program will meet all local, state, and Nebraska Department of Environment and Energy codes and requirements.

2.3 Purchase Price

The maximum purchase price for newly constructed housing units cannot exceed the current HUD limits of 140% of the median purchase price for the area. A listing of Maximum Purchase Price or After Rehabilitation Values utilized in the grant are found on the NDED website and comply with the limits posted there. The website address is: https://opportunity.nebraska.gov/programs/housing/nahtf/#data

2.4 Owner-Occupancy

The NAHTF new Construction Program assistance shall be for owner-occupied principle residence only. There shall be no renting any part of the dwelling; there shall be no conversion of the property from single-family residential to any other zoning including, but not limited to, multi-family residential. If, at any time during the affordability period of the development subsidy (which is for the entire length of home ownership) the property is no longer the client's primary residence, the client understands that they are in default of the loan provisions and the portion of the development subsidy shall be called due and payable.

2.5 Property Condition

The City of Auburn will seek information about the history of the project site by reviewing documentation of previous owners and land uses. If documentation regarding the previous life of the property indicates excessive amounts of lead based paint, asbestos or any contaminate was present due to a business or farm the site would not be selected for new construction. A different site would then be selected. A site review will also be conducted by NDED staff prior to the purchase to determine eligibility.

3.0 FINANCIAL ASSISTANCE

A potential source for funding Financial Assistance (down-payment assistance) will be derived from partnering programs when necessary. Examples of partnering organizations include the Southeast Nebraska Community Action (SENCA) and the USDA Rural Development's 502 Home Loan Program. The City of Auburn and SENDD staff will work with NAHTF applicants to develop successful applications to external programs that best fits the needs and qualifications of potential NAHTF beneficiaries.

3.1 Direct Assistance

The City of Auburn will not provide down-payment/direct assistance for program beneficiaries. Instead, NAHTF applicants will be assisted in developing competitive applications through either the down-payment assistance program offered by SENCA, or through the USDA 502 Home Loan Program. The amount of direct assistance provided to applicants will be subject the rules and stipulations, including minimum/maximum amounts of down-payment assistance, of the selected partnering program. If any repayment of the down-payment subsidy is required, it will be based on the guidelines utilized by the funding source and will not benefit the City of Auburn.

The applicant will be required to provide a minimum $1,000 cash investment to cover a portion of the required closing fees. The $1,000 cash investment from the applicant will be in the form of an earnest deposit made when signing the Purchase Agreement to buy with the City of Auburn; these funds will be the applicants' own funds and may not be gift funds from another source or borrowed funds. All NAHTF New Construction Program applicants will be required to secure their own permanent first mortgage financing. Local lenders play a major role in the facilitation of NAHTF New Construction Program mortgage financing. USDA Rural Development, the Nebraska Investment Finance Authority (NIFA), the Veterans Administration (VA) and Federal Housing Administration (FHA) programs may be among the permanent loan programs utilized to secure first mortgage financing.

The amount of assistance per unit cannot exceed the Maximum per unit under the Nebraska Affordable Housing Program. A listing of the NAHP maximum per Unit Subsidy amounts utilized in the grant are found on the NDED website and comply with the limits posted there. The website address is: https://opportunity.nebraska.gov/grow-your-community/data-for-applicants-and-grantees/

3.2 Development Subsidy

The City of Auburn will provide a development subsidy to help potential buyers maintain affordable payments and to offset the current inflated costs to develop the housing unit at the time of sale. The maximum amount of the Development Subsidy will be the difference between the cost to develop the unit and the unit's appraised value. The maximum amounts will be adjusted for number of bedrooms and geographic location of the project, because construction and land costs vary by area, but not to exceed 10% of total build costs. Actual total development costs will also be factored into the maximum development subsidies. Subsidy limits will consider the cost of meeting applicable codes for new construction in Auburn. The maximum development subsidy will reflect costs associated with meeting all applicable NAHTF requirements.

3.3 Repayment Schedule

The City of Auburn utilizes recapture provisions; the amount of the entire development subsidy shall become due and payable to the City of Auburn and paid for out of net proceeds, in the event the homebuyer shall sell, rent, or otherwise transfer the said property, or should the beneficiary(ies) not occupy the said property as their primary residence. The subordinated lien shall be in effect for the life of the ownership and occupancy of the homebuyer. Net proceeds are the sales price minus superior loan repayment (other than NAHTF) and any closing costs.

In the case of unforeseen hardship or incapacitation, the homebuyer may request the City of Auburn to waive repayment. If applicable, the subsequent purchaser may apply to the City to assume the outstanding development subsidy, but said purchaser would have to meet NAHTF New Construction Program eligibility requirements.

All funds recaptured from the sale of the newly constructed homes during the contract period will be spent prior to any additional NAHTF funds being drawn down for construction. For example, if the first house sells and construction was underway on another, the funds recaptured from the sale of the first home would be applied to the ongoing construction of the second home, and must be spent prior to the program managers requesting additional NAHTF funds for more project work. Funds recaptured during the open contract must be used prior to drawing down any additional NAHTF funds in the contract period. Recaptured funds must be used for the same activity (new construction).

3.4 Affordability Period

The first buyer must occupy the property being purchased as the principle residence for the life of the ownership and occupancy from the date that NAHTF funds are invested in the property; the City of Auburn utilizes recapture provisions. The Affordability Period to be utilized is dependent upon the amount of the development subsidy identified at the time of original sale.

NAHTF ownership Assistance Amount per Unit Minimum Period of Affordability in Years

Under $15,000	Life of the ownership and occupancy of the borrower
$15,000-$40,000	Life of the ownership and occupancy of the borrower
Over $40,000	Not applicable; Maximum Assistance up to $20,000 only

3.4.1 Affordability Gap Assistance

In order to ensure each program home is affordable to income-qualified buyers, the City of Auburn will provide an affordability gap assistance in the form of a deferred, non-interest-bearing loan secured by a second deed of trust that will cover the difference between the cost of construction and the final purchase price. This affordability gap assistance will not exceed $50,000. The deferred, non-interest-bearing loan will be secured by a lien against the property and will be payable upon transfer of title, sale of property, or abandonment. The full amount will be due to the City of Auburn upon meeting any of these circumstances.

3.5 Subordination

Future refinancing, equity loans, and all future liens will be handled on a case-by-case basis. At the time of the subordination request, the owner or requesting lender shall be required to submit to the City of Auburn the following documents for review, but documentation is not limited to: Application, recent Good Faith Estimate with respective Truth-in-Lending Disclosure, and a recent fair market appraisal. Clients seeking a subordination will need to qualify for a standard conventional first-mortgage loan preferably from local sources. The housing and overall debt ratios must not exceed standard ratios as determined by conventional types of mortgage loans. Private financing is not acceptable. Any subordination must fall within the guidelines outlined below before any subordination will be considered.

3.5.1 Refinance with no Cash-Out

A refinance with no cash-out is the situation when an owner wishes to refinance their existing first mortgage which may include refinance fees only. This type of subordination will be approved by the City of Auburn only if the combined Loan-To-Value of all liens is at or below 100% of the value of the subject property.

3.5.2 Refinance with Cash-Out

A refinance with cash-out is a situation where the owner refinances their existing mortgage and desires to consolidate other outstanding debt or obtain extra funds (cash) to spend on other items. This type of subordination would be approved by the City of Auburn only if the combined Loan-To-Value of all liens is at or below 80% of the value of the subject property.

3.5.3 Obtain an Equity Improvement Loan

This scenario is when an owner wants to obtain an equity loan or home improvement loan and the lender desires to file their lien in one (1) position, second (2) requiring the City of Auburn subsidy lien to be in third (3) position. The City of Auburn will determine on a case by case basis.

3.6 Foreclosure

Lender shall give the notice to Borrower(s) following Borrowers' breach of any covenant or agreement in the Promissory note and the Deed of Trust of which it secures. The notice shall specify that (a) the default, (b) the action required to cure the default, (c) a date not less than thirty (30) days from the date the notice is given to Borrowers, by which the default must be cured, and (d) that failure to cure the default on or before the date specified in the notice may result in acceleration of the sum secured by the Security Instrument, foreclosure by judicial proceeding or non-judicial proceeding and sale of the property. The City of Auburn shall apply the proceeds of the sale in the following order: (a) to all costs and expenses of exercising the power of sale, and the sale, including the payment of Trustee's fees actually incurred, not to exceed 3.00% of the principal amount of the note at the time of the declaration of default, and reasonable attorney's fees as permitted by law, (b) to all sums secured by the Security Instrument; and (c) any excess be recaptured by the City of Auburn. The City of Auburn will recapture the net proceeds in the case of foreclosure.

3.7 Short Sale Policy

On occasion the City of Auburn is contacted by an owner that in which the City of Auburn has a notes receivable and a lien on the property, whereby the owner is in a position of selling the property and it appears the sale proceeds are not enough to cover the owners first mortgage and the development subsidy held by the City of Auburn; this is called a short sale.

Short sales will be handled in the following manner: the City of Auburn utilizes recapture provisions; the amount of the development subsidy shall become due and payable to the City of Auburn up to the amount of net proceeds, if any in the event the borrower shall sell, rent or otherwise transfer the said property, or should the beneficiary(ies) not occupy the said property as their primary residence. Net proceeds are the sales price minus all superior liens and any closing costs. However, the City of Auburn staff reserves the right to work with the Realtor in this transaction to maximize the net sales proceeds by taking into consideration items such as, but not limited to, fees and the time the real estate has been listed on the market.

In such cases where a short sale is approved, the City of Auburn is required to send the borrower a Form 1099C in the amount of the forgiveness approved in the short sale. The City of Auburn strongly suggests the borrower(s) seek advice from their tax advisor on this issue as there may be income tax implications. The City of Auburn will request a forwarding address at the time of approval.

3.8 Relocation Policy

The City of Auburn shall follow 49 CFR 24.101 for relocation; in the case of either voluntary or involuntary relocation, the City of Auburn shall make contact with the Nebraska Department of Economic Development regarding any relocation decisions. In the event that relocation is necessary, the relocation shall be on a voluntary basis and the City of Auburn will not cover any expenses associated with relocation. The City of Auburn will not be relocating any individuals as this program consists of new construction on developed lots.

4.0 APPLICATION PROCESS

NAHTF New Construction program applicants may contact the City of Auburn or SENDD to complete an application to determine whether they meet NAHTF New Construction Program eligibility criteria. Applications are accepted during regular office hours of the City and SENDD or by U.S. mail.

Applicants are required to disclose all litigation pending at the time of the application, including the name of the Court, the index number of the lawsuit, and the parties involved. Should the pending litigation include an action for dissolution of marriage or modification of a Decree of Dissolution of Marriage, the City of Auburn will not accept an offer to sell the house until thirty-one (31) days following the entry of any Decree of dissolution of Marriage, Decree of Modification, Order or Dismissal or any other final Order that concludes the litigation.

Once the City of Auburn makes a determination on income eligibility, applicants will be encouraged to contact lenders to determine the extent of eligibility for first mortgage financing. Applicants are encouraged to seek mortgage financing with other government programs such as Veterans

Administration (VA) loans, Federal Housing Administration (FHA) loans, Nebraska Investment Finance Authority (NIFA) programs, and programs available through the local USDA Rural Development.

If funds are not available for a certain program the applicants are informed and asked to check back with the City of Auburn periodically to determine the availability of funds. The staff of the City of Auburn or SENDD will not maintain a waiting list.

4.1 Procedure for Approval

NAHTF New Construction Program applicants will be assisted on a first-come, first-served basis. Applicants must meet each of the following three requirements before being officially in line for program assistance: 1) applicants must complete all application and eligibility requirements as prescribed by the City of Auburn; 2) applicants must submit to the City of Auburn a signed, completed application for permanent financing, including a Good Faith Estimate and Truth-in-Lending Disclosure and verification of loan qualification letter from the lender, according to Section 1.4- First Mortgage Eligibility; and 3) a house must be identified that meets the requirements of Section 2.0- Property Eligibility. Once these three requirements have been met, the scope of the project will be defined for approval by the City of Auburn. Once approved, the City of Auburn will begin the process to formalize the commitment of the applicant to the purchase upon completion of the construction of the house.

4.2 Notice of Eligibility

A written notice of income eligibility will be provided to all applicants that are deemed income eligible after reviewing income documents. In the event, an applicant is not eligible a written notice will be provided to the applicant disclosing the reason for non-selection.

4.3 Preparation to Buy

Once the offer to purchase the property is accepted by the seller, the NAHTF buyer will sign a Purchase Agreement and provide a minimum $1,000 earnest deposit towards the purchase.

The NAHTF New Construction Program applicant will be involved in the entire process, at a minimum approving by signature or initials the following steps:

- Purchase price
- Building specifications
- Authorization of change orders, payments, and final payment

4.4 Fair Housing Equal Opportunity

It is the policy of the City of Auburn to administer its programs in accordance with all laws applicable to fair housing. The Nebraska Fair Housing Act, sections 20-301 through 20-344, RS Neb. the Federal Fair Housing Amendments Act of 1988 (24 CFR part 100.205) Section 504 of the Rehabilitation Act of 1973 (24 CFR part 8), the Architectural Barriers Act of 1968 (24 CFR parts 40 and 41) and Title II of the Americans with Disabilities Act of 1990.

5.0 LEAD BASED PAINT

Lead based paint will not be used in new construction and is only applicable if a property acquired has a structure built prior to 1978 and that must be demolished prior to, during, or after the construction of the new structure.

6.0 RADON PROCEDURES

The Nebraska Department of Health and Human Services (DHHS) reports that more than half of all home radon tests conducted in the state are reported as testing above the action level of 4.0pCi/L. As the State continues to investigate options for radon remediation, the City of Auburn will ensure that a passive radon reduction system is built into the construction plans for each home that is constructed throughout this NAHTF program. Once completed, a test will be conducted. If the test returns results above the action level for radon, the radon reduction system will be activated.

7.0 CONSTRUCTION MANAGEMENT

7.1 New Construction Contracts

Contracts shall be consistent with the scope of work and signed by both the City of Auburn and the selected contractor.

7.2 Contractor Selection

Contractors will be selected to perform the construction work on the house based on past experiences working on projects. Over the years many strong and trusting relations have been established between several contractors, the City of Auburn, and SENDD. Bids from contractors will be sought to determine which Contractor will be selected to perform the construction. In the situation where there are limited or non-sufficient bids returned, the City will follow a sole procurement process and provide documentation of such process.

7.3 Construction Code

Construction must meet or exceed the 2022 (or most current) International Energy Conservation Code.

7.4 Change Orders

Changes to the scope of construction work may be approved by the City of Auburn, if adequate funding is available. A change order form must be signed by all involved parties.

7.5 Payment Requests and Inspection

Each payment request shall trigger an inspection to verify that the work was completed. Inspection documentation is required before payment can be made. A final inspection shall document that all work specified in the scope of work and construction contract was properly performed. This inspection requires that both the owner and the contractor be present. Disputes arising from the inspection that cannot be resolved by the parties may be taken before the City of Auburn's City Council for arbitration.

7.6 Contract Closeout

Once a final inspection report has been completed, the contractor must submit the final invoice and statements to either the City of Auburn or SENDD. An occupancy permit must be obtained prior to final sale.

7.7 Maintenance

All properties constructed with NAHTF funds shall be maintained in compliance with local ordinances and subdivision covenants.

8.0 LOAN CLOSING

The permanent financing organization or Escrow Closing Agent will be responsible for scheduling both the permanent and NATHF New Construction Program loan closing with the borrower and the City of Auburn. The lender will facilitate and coordinate the closing process with all participants. The lending organization shall transmit a copy of the borrower's entire application and settlement statements to the City of Auburn or SENDD. The City of Auburn shall maintain and keep all applications, as well as other required documents, records, and other evidence of conformance with program regulations.

8.1 Insurance

The selected contractor shall at all times during construction carry builders risk policy. The borrower(s) of the City of Auburn NAHTF New Construction program will be required to carry a basic insurance policy of at least one hundred percent (100%). Insurance must be carried on the dwelling throughout the term of the loan in order to remain eligible for a development subsidy. This requirement is enforceable by the Deed of Trust the borrower(s) sign at the time of loan closing. The City of Auburn is to be named as a loss payee on all insurance policies in a subordinate position only to the primary lender.

9.0 GRIEVANCE PROCEDURES

In the event that any applicant or contractor feels he or she has been unfairly treated or discriminated against during the process of selection, he or she may appeal the decision to the Auburn City Council for their consideration. The appeal to the Auburn City Council must be received in writing by the Mayor of Auburn. The City of Auburn will have 60 days to respond to the appeal and the City Council and their designated representative will respond to the complaint in writing.

If the applicant wants to further pursue their grievance after working its way through local procedures, it will then be submitted to a neutral third party and will be utilized in cases where there needs to be a mediator between the buyer and the City of Auburn. The third party could be an inspector if complaints are related to the construction of the house. Legal counsel of the City of Auburn may be used for mediation, and, if no agreement is reached at that stage, the matter should be submitted to NDED.

(This excludes any part of the process that includes securing a NATHF mortgage loan from a financial institution (primary mortgage loan); the financial institution in question must be contacted.)

10.0 PHOTOS OF HOUSING PROJECTS

The City of Auburn will collect photographs of each project, including before, after, indoor, outdoor, and grounds photos. As such, all beneficiaries/recipients are requested to provide a voluntary release and authorization giving consent to the City of Auburn and its agents to use and publish property photographs (taken during the course of providing program assistance) in marketing and promotional materials, including but not limited to the internet, without compensation.

11.0 LIMITED ENGLISH PROFICIENCY (LEP)

The City of Auburn will take reasonable steps to provide meaningful access to its programs and activities for persons with Limited English Proficiency (LEP) in accord with Executive Order 13166 title, "Improving Access to Services by Person with Limited English Proficiency." Staff will communicate effectively with LEP individuals, and LEP individuals have access to important programs and information. The City of Auburn is committed to complying with federal and state requirements in providing free meaningful access to this program and its activities for LEP persons.

12.0 AMENDMENTS TO THE GUIDELINES

In an ongoing effort to improve the quality of the NAHTF New Construction Program, the City of Auburn will receive any suggestions on amendments to the guidelines from the public, program applicants, realtors, financial institutions or members of the Auburn City Council.

As changes to the guidelines are needed, the changes are presented to the Auburn City Council for adoption. Written approval is to be obtained from the Nebraska Department of Economic Development before the guidelines are placed into service. The amended guidelines are signed by the Mayor and Nebraska OED Program Representative.

13.0 OFFICIAL CONTACT OFFICE

The place of contract for this program shall be the registered address of the City of Auburn. Any grievances, suggestions, or requests for information should be directed to that office. This in no way shall be construed to limit other interested parties from distributing information about the program or receiving suggestions for amendments to the program.

14.0 COUNCIL APPROVAL

These NAHTF New Construction Program Guidelines have been adopted this _____ day of _____, 2022.

_____

Dan White, Mayor

_____

Crystal Dunekacke, City Administrator

AGENDA ITEM NO

I - 1

ORDINANCE NO. _____

City of Auburn, Nebraska Wellhead Protection Ordinance 1st Amendment to City Wellhead Protection Ordinance No. 5-18

AN ORDINANCE TO PROVIDE FOR AN AMENDMENT AND RESTATEMENT OF THE WELLHEAD PROTECTION OVERLAY ZONE FOR THE CITY OF AUBURN, NEBRASKA IN NEMAHA COUNTY PURSUANT TO SECTION 17-536 OF THE REVISED STATUTES OF NEBRASKA BY ESTABLISHING LIMITATIONS UPON THE LOCATION OF POTENTIAL SOURCES OF POLLUTION OR INJURY TO THE MUNICIPAL WATER SUPPLY; TO ESTABLISH RULES AND REGULATIONS DEFINING AND ENFORCING SUCH LIMITATION; TO PROVIDE PROCEDURES FOR IMPLEMENTATION OF RULES AND REGULATIONS; AND TO PROVIDE FOR AN EFFECTIVE DATE.

WHEREAS, Section 17-536 of the Revised Statutes of Nebraska provides that the jurisdiction of the City to prevent pollution or injury to the source of its water supply shall extend 15 miles beyond its corporate limits;

WHEREAS, Section 46-1503 of the Nebraska Wellhead Protection Area Act (the "Act") in the Revised Statutes of Nebraska provides that the City may designate a wellhead protection area and adopt and amend controls pursuant to said Act for the protection of the public water supply system;

WHEREAS, pursuant to the Nebraska Wellhead Protection Act, Sections 46-1501 et. Seq. of the Revised Statues of Nebraska, the Mayor and City Council has adopted the Auburn Wellhead Protection Plan Ordinance No. 5-18.

WHEREAS, it is necessary to amend and restate the current controls upon the location of potential sources of pollution or injury to the municipal water supply and groundwater within the Wellhead Protection Area to include surface water permit applications, and to prescribe rules and regulations with respect to such limitation and the enforcement thereof pursuant to Section 46-1505 of the Act;

WHEREAS, the City has provided notice and an opportunity to comment on the proposed amendment to controls described herein in accordance with Section 46-1505;

WHEREAS, the City is not by this Amendment changing any part of the previously-approved and adopted map reflecting the boundaries for the City of Auburn Wellhead Protection Area; and

WHEREAS, the City of Auburn intends to enforce wellhead protection regulations of the City to the extent of the boundary recommended by the Nebraska Department of Environmental Quality and adopted **March 2018,** which includes the following described real estate, also illustrated in Exhibit 1:

In the County of Nemaha Nebraska at a point beginning at the center of the intersection of 724 Road and 636 Avenue proceed north to 725 Road then west to 634 Avenue then to 728 Road then to 633 Avenue then north to U.S. Highway 136 then west to 632 Avenue then north to 731 Road then east to 634 Avenue then north to 732 Road then east to 635 Avenue then north to 735 Road then east to 641 Avenue south to 733 Road then east to 642 Avenue then south to 732 Road then east to 643 A Avenue to U.S. Highway 136 then east to 644 Avenue then south to 722 Road then east to Highway 67 then south to 726 Road then east to 642 A Avenue then south to 723 Road then east to 642 Avenue then south to 722 Road then west to US

Highway 75 then north to 723 Road then west to 637 Avenue then west to beginning point of intersection of 724 Road and 636 Avenue.

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

Section 1
The findings set forth above are hereby made a part of this ordinance as fully as if set out at length herein.

Section 2
Words or phrases used in this ordinance shall be interpreted to give them the same meaning as they have in common usage and so as to give this ordinance its most reasonable application.

Section 3
Ordinance No. 5-18 shall hereby be amended and restated to include the following bolded and underscored language:

It shall be unlawful for any person, other than the City of Auburn, to **apply for, use, place, install, construct, or replace** any of the following structures or conduct any of the following activities which shall be designated by the Board of Public Works (herein also referred to as "BPW") as a potential threat to the water supply within the Wellhead Protection Area, except as may be provided herein, to-wit:

Activity, structure(s), conduct and/or permit:

1) Non-potable water well
2) Sewage lagoon
3) Absorption or disposal field for waste
4) Cesspool (prohibited under NDEQ Title 124, Chapter 1, Section 032)
5) Dump
6) Feed Lot or Animal Feeding Operation or Animal Feeding Operation Discharge (As defined by Title 130 of the regulations of the Nebraska Department of Environmental Quality)
7) Corral
8) Pit toilet (prohibited under NDEQ Title 124, Chapter 1, Section 032
9) Sanitary landfill
10) Chemical or petroleum product storage
11) Septic tank
12) Sewage treatment plant
13) Sewage wet well (prohibited under NDEQ Title 122, Chapter 3, Section 005)
14) Sanitary sewer connection
15) Sanitary sewer manhole
16) Sanitary sewer line
17) Surface Water Permit from the Nebraska Department of Natural Resources ("DNR") for natural flow or impoundment for irrigation or manufacturing
18) Irrigation equipment associated with a surface water permit for irrigation purposes
19) Infrastructure or equipment associated with surface water permit for manufacturing
20) Storage and storage use permits from the DNR for irrigation or manufacturing
21) Storage facilities for item 20

Section 4
The Board of Public Works shall be responsible for implementation and enforcement of the rules and regulations established by this ordinance and **shall consider all applications filed pursuant hereto for approval, exceptions, or conditions on the list of activities, structures, or permits listed above.** All applications shall be approved or rejected by roll call vote. The BPW shall designate one of its employees as "*Administrator*". This employee shall be charged with administration of the rules and regulations.

Section 5
The application for or approval from DNR for permits, placing, installing, constructing, and/or replacing of any permit, structure, conduct, and/or activity as set forth in Section 3 of this ordinance, hereinafter termed "wellhead activity, structure(s), conduct and/or permit", within the Wellhead Protection Area shall not be permitted after the effective date of this ordinance unless a permit, approved by the Board of Public Works, has been obtained. The owner or applicant of any wellhead structure, surface water permit, conduct and/or activity shall have the burden of establishing the existence and use of said wellhead structure, surface water permit, conduct, and/or activity at the time of the effective date of this ordinance.

Section 6
No permit shall be issued by the Board of Public Works within the following setback distances from any City municipal water well:

ACTIVITY	MINIMUM DISTANCE (feet)
Non-potable water well	1,000
Sewage lagoon	1,000
Absorption or disposal field or waste	500
Cesspool	Not allowed
Dump	500
Feedlot or feedlot runoff	500
Corral	500
Pit toilet	500
Sanitary landfill	500
Chemical or petroleum product storage	500
Septic tank	500
Septic tank (greater than1,000 gallons per day)	1,000
Sewage treatment plan	1,000
Sewage wet well	1,000
Sanitary sewer connection	100
Sanitary sewer manhole	100
Sanitary sewer line	50
Sanitary sewer line (watertight)	10

Any activity described above located within the defined setback distance shall be considered a prima facie hazard to the quality of the municipal water well or activity that is likely to injury, restrict access, contaminate, or pollute of the municipal water supply or groundwater of the municipal water supply.

Section 7
For purposes of this ordinance, in the event conditions at an animal feeding operation, as defined by Title 130 of the regulations of the Nebraska Department of Environmental Quality, shows indication there is a high potential for waste discharge which may threaten the municipal water supply or groundwater, as determined by NDEQ, the Board of Public Works permit for the operation shall be subject to revocation, unless the owner of the operation can provide evidence to the Board of Public Works that the threat has been eliminated.

Section 8
Any wellhead structure, surface water permit for natural flow, storage, or storage use, for irrigation or manufacturing, or activity not prohibited by either Sections 3 or 6 above, shall be allowed upon determination by Board of Public Works that such activity does not constitute a hazard or threat to the quality of the municipal water supply or the activity is not likely to injury, restrict access, contaminate, or pollute the municipal water supply or groundwater of the municipal water supply upon issuance of a permit.

Section 9
Prior to placing, installing, constructing, expanding, or replacing any wellhead structure, application for or use of a surface water permit for natural flow, storage, or storage use, for irrigation or manufacturing, or activity ancillary thereto, the owner of the real estate upon which the structure or activity is proposed shall file with the Board of Public Works an application for a wellhead structure or activity permit. Said application shall be on a form furnished by the Board of Public Works and shall include supporting information indicating why approval would not adversely impact the quality or the activity is unlikely to injury, restrict access, contaminate, or pollute the municipal water supply or groundwater of the City's municipal water supply or groundwater. This application shall be submitted to the Board of Public Works for consideration. Prior to acting upon such application, the Board of Public Works may request an engineering report, recommendations of the Nemaha Natural Resources District, the Nebraska Department of Environmental Quality, or any other party or agency in evaluating the impact of the proposed structure or activity on the quality of the municipal water supply. A permit shall be issued if BPW determines the structure or activity is unlikely to injury, restrict access, contaminate, or pollute the water supply.

Section 10
Wellhead structures, application for or use of a surface water permit for natural flow, storage, or storage use, for irrigation or manufacturing, or activities ancillary thereto in existence and used in the Wellhead Protection Area as of the effective date of this ordinance shall continue to be permitted unless such continued existence or use, in the determination of the BPW, presents a hazard to the quality or the activity, is likely to injury, restrict access, contaminate, or pollute the municipal water supply or groundwater. If BPW determines an existing wellhead structure, permit, or activity presents a water quality hazard or activity is likely to injury, restrict access, contaminate, or pollute the municipal water supply or groundwater, the BPW shall authorize the *Administrator* to notify the owner of the permit, structure, or the conductor/operator of the activity to cease and desist said structure or activity. If the owner/operator of the wellhead structure or activity desires to continue operation of said structure or activity, the owner may seek to procure a permit pursuant to this ordinance. If the owner/operator does not cease and desist pursuant to such notice, the Board of Public Works may proceed pursuant to Section 11 of this ordinance against said owner/operator and/or the wellhead structure, surface water permit for natural flow, storage, or storage use for irrigation or manufacturing, or activity ancillary thereto.

Section 11
Any person found violating any provision of this ordinance shall be subject to a fine not to exceed $500.00. The continuation of a violation of this ordinance shall be deemed a new and additional criminal act every 24 hours. In addition, the City may seek and obtain injunctive relief and sue for damages, remediation, and pursue any other remedy available to it under the laws of the State of Nebraska and/or authority having jurisdiction over such matters.

Section 12
Should any section, paragraph, sentence, or word of this ordinance as adopted be declared, for any reason, to be invalid, it is the intent of the City Council of the City of Auburn, Nebraska, to otherwise pass all other portions of this ordinance independently of the eliminated portion declared invalid.

Section 13
All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 14
This ordinance shall be in full force and effect from and after its passage and publication according to law.

Publication of Notice: _____ day of _____, 2022

Public Comment: _____ day of _____, 2022

PASSED AND APPROVED this _____ day of _____, 2022.

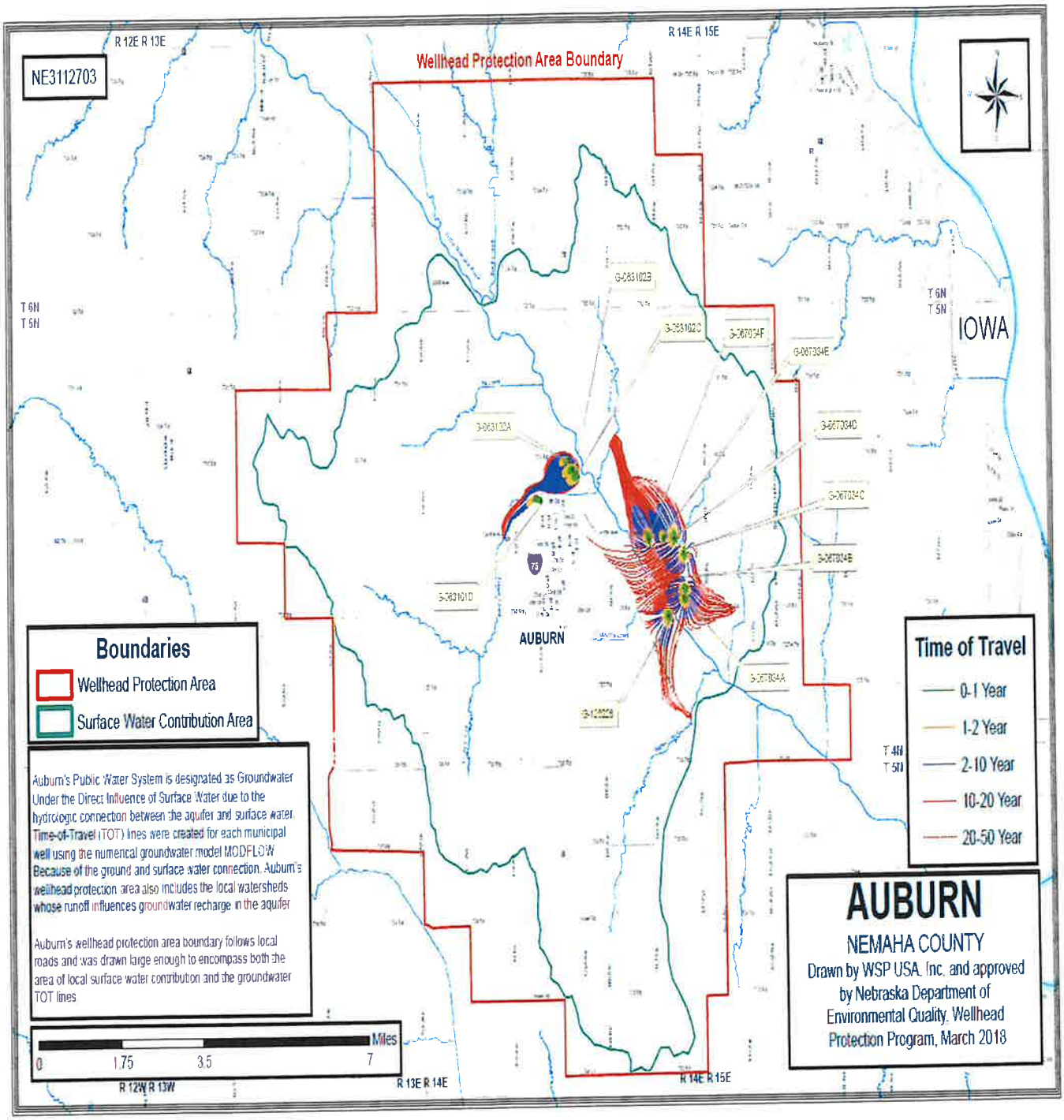
CITY OF AUBURN, NEMAHA COUNTY, NE

_____
Mayor

Attest:

_____
Sherry Heskett, City Clerk

EXHIBIT 1 – Auburn Wellhead Protection Area Map



AGENDA ITEM NO
J-1(a)

Street Department Activity Report

December 2022

- Hauled leaves and brush from the brush lot 2 times.
- Performed maintenance on dump trucks, pickups and loader.
- Swept streets in the southeast and southwest part of town.
- Cleaned storm drains from debris all over town.
- Pushed up leaves out at the dump.
- Cut tree limbs with the pole saw on 9th street and southside of town.
- Put together 6 new picnic tables.
- Took old Christmas decorations to the band shell basement to be stored until sold.
- Pushed up armor coat chips for chip sealing next summer.
- Cleaned and rearranged shop. reran water line in the shop for hydrant for better access.
- Worked in the alley behind Casey's with the skid loader fixing the holes.
- Salted the whole town due to the slick streets.
- Hauled salt from the state shop to the city bunker.
- Picked up and hauled snow from the storm.
- Washed and cleaned up equipment from the storm.
- 2 guys worked on spot patching down on 9th street.
- We blew cracks and tarred 15th street G to J street/ 14th street G to J street.
- Fixed and repaired street sign that was down.
- Cut up trees. up at the county lot, along the bank by the city brush lot.
- Worked on snowblower that didn't run.
- Cleaned up the chainsaws and sharpened the chains.

Blake Goering

Street Commissioner

AGENDA ITEM NO
J-1(c)

Auburn Memorial Library

1810 Courthouse Ave
Auburn, NE 68305

January 2023

- Please find attached my annual fiscal year report for 2021/2022.

Statistical Report:

Date:	Circulation:	Patrons:
Nov 2022	2,128	1,314
OverDrive	688	108
	2,816	1,422
Dec 2022	1,959	1,154
OverDrive	700	115
	2,659	1,269

Using the library saves you money!

HERE'S A LITTLE BREAKDOWN OF THE NUMBER OF ITEMS BORROWED TAKEN TIMES THE AVERAGE COST TO BUY/RENT THAT ITEM AND THE TOTAL PER CATEGORY IN OUR 2021/2022 FISCAL YEAR:

Adult books - 10,910	$185,470.00
Youth books - 2,930	$35,160.00
Children's books - 11,567	$196,639.00
Interlibrary loan requests - 98	$2,450.00
Magazines - 996	$4,980.00
Movies - 3,475	$13,900.00
Cakepans - 36	$720.00
Puzzles - 841	$12,615.00
Books on CD - 1,032	$9804.00
E-books - 3,176	$47,640.00
Audiobooks - 4,831	$45,894.50

WOULD YOU LIKE TO START SAVING TOO? STOP IN AND SEE WHAT WE HAVE TO OFFER!!

GRAND TOTAL = $555,272.50

PROGRAMMING HIGHLIGHTS:

We held 48 various programs with a total attendance of 1,538.

Programs included storytimes, author visits, Wildlife Encounters, The String Beans, special parties and craft hours, preschool visits, storytimes for DOGS Academy, Summer Reading programs, and Youth and Adult summer reading programs.

AGENDA ITEM
NO
I-2(i)

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

FOR THE MONTH OF DECEMBER 2022

Total Number of Calls within the City of Auburn	83
Total Number of Ordinance/Animal Calls	7
Total Number of Actual Criminal Cases Reported/Initiated	6

Respectfully submitted,

Brent Lottman
Sheriff

AGENDA ITEM NO. J-2(i)

City of Auburn-CRA

TIF Activity Report

Date	Description			West	Orscheln
		Account		Project	
		Activity	Core Area		
3/31/2022	Balance	$ 776,777.36	$ 755,638.35	$ 882.75	$ 20,256.26
4/15/2022	Co. Collections	$ 16,764.53	$ 16,764.53		
4/30/2022	Interest on Acct	$ 64.58	$ 63.29		$ 1.29
5/13/2022	Co. Collections	$ 68,144.08	$ 51,952.40	$ 15,638.86	$ 552.82
5/17/2022	Baird Holm	$ (1,824.00)	$ (1,824.00)		
5/31/2022	Interest on Acct	$ 70.90	$ 68.06	$ 1.42	$ 1.42
6/10/2022	Co. Collections	$ 16,047.76	$ 14,880.91	$ 1,166.85	
6/30/2022	City-West Waterline	$ (17,689.88)		$ (17,689.88)	
6/30/2022	Orscheln Balance	$ (20,811.79)			$ (20,811.79)
6/30/2022	Interest on Acct	$ 71.61	$ 71.61		
7/22/2022	Co. Collections	$ 5,688.02	$ 5,688.02		
7/31/2022	Interest on Acct	$ 73.12	$ 73.12		
8/2/2022	Co. Collections	$ 6,498.60	$ 6,498.60		
8/10/2022	Baird Holm	$ (1,488.00)	$ (1,488.00)		
8/31/2022	Interest on Acct	$ 71.99	$ 71.99		
9/16/2022	Co. Collections	$ 49,664.43	$ 35,730.58	$ 13,933.85	
9/30/2022	Interest on Acct	$ 82.83	$ 81.17	$ 1.66	
10/12/2022	Auburn Newspapers	$ (156.16)	$ (156.16)		
10/12/2022	Baird Holm	$ (3,109.25)	$ (3,109.25)		
10/12/2022	JEO Consulting	$ (3,850.00)	$ (3,850.00)		
10/17/2022	Co. Collections	$ 8,977.60	$ 8,164.23	$ 813.37	
10/31/2022	Interest on Acct	$ 419.56	$ 411.17	$ 8.39	
11/10/2022	Co. Collections	$ 1,570.23	$ 1,570.23		
11/30/2022	Interest on Acct	$ 406.83	$ 398.69	$ 8.14	
12/16/2022	Co. Collections	$ 5,491.94	$ 5,491.94		
12/20/2022	Baird Holm	$ (493.00)	$ (493.00)		
12/20/2022	Baird Holm	$ (638.00)	$ (638.00)		
12/31/2022	City-West Waterline	$ (14,765.41)		$ (14,765.41)	
12/31/2022	Interest on Acct	$ 422.12	$ 422.12		
12/31/2022	Balance	$ 892,482.60	$ 892,482.60	$ -	$ -
X					X

AGENDA ITEM NO. J-1(d)

Budget Reports Submitted by City Treasurer

Expenditures by Department

BUDGET REPORT
CALENDAR 12/2022, FISCAL 3/2022

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-00-4101	GEN SALARIES	334,376.77	25,018.71	73,014.18	21.84	261,362.59
01-00-4102	GEN HEALTH INSURANCE	69,266.02	3,048.60	5,775.27	8.34	63,490.75
01-00-4103	GEN LIFE INSURANCE	4,500.00	261.10	522.20	11.60	3,977.80
01-00-4104	GEN PENSION PLAN	13,000.00	892.47	2,576.97	19.82	10,423.03
01-00-4105	GEN WORKMEN COMP	4,000.00	.00	516.00	12.90	3,484.00
01-00-4106	GEN UNEMPLOYMENT	.00	.00	.00	.00	.00
01-00-4108	GEN FLEX SPENDING PLAN	1,500.00	40.00	120.00	8.00	1,380.00
01-00-4111	GEN FICA MATCH	25,579.82	1,877.84	5,465.25	21.37	20,114.57
01-00-4201	GEN LEGAL EXPENSES	35,000.00	.00	5,749.39	16.43	29,250.61
01-00-4202	GEN UTILITIES	13,000.00	893.06	2,448.77	18.84	10,551.23
01-00-4203	GEN INSURANCE	15,250.00	.00	16,464.75	107.97	1,214.75-
01-00-4204	GEN MEMBERSHIPS/SUBSCRIP	12,500.00	250.00	4,077.20	32.62	8,422.80
01-00-4205	GEN MEETING/TRAVEL EXPENSES	25,000.00	.00	6,569.77	26.28	18,430.23
01-00-4206	GEN SERVICES	80,000.00	11,124.90	30,955.81	38.69	49,044.19
01-00-4208	GEN BLDG & GROUNDS MAINT	41,400.00	39.96	125.45	.30	41,274.55
01-00-4209	GEN EQUIP & EQUIP MAINT	15,000.00	7,514.50	14,342.09	95.61	657.91
01-00-4217	GEN ECONOMIC DEVELOP	7,000.00	2,000.00	2,000.00	28.57	5,000.00
01-00-4218	GEN STATUTES & REFERENCE	500.00	.00	.00	.00	500.00
01-00-4223	GEN TREE PROGRAM	7,000.00	222.86	222.86	3.18	6,777.14
01-00-4230	GEN SALES TAX	200.00	723.24	723.24	361.62	523.24-
01-00-4240	GEN REIM/REFUNDS	1,500.00	.00	54.95	3.66	1,445.05
01-00-4245	GEN ST LIC AND CITY FINES	4,000.00	.00	.00	.00	4,000.00
01-00-4250	GEN SUPPLIES/MATERIALS	15,000.00	1,229.61	2,332.61	15.55	12,667.39
01-00-4289	GEN SAFETY PROGRAM	100.00	.00	.00	.00	100.00
01-00-4299	GEN MISC EXPENSES	500.00	.00	176.68	35.34	323.32
01-00-4400	GEN CAPITAL OUTLAYS	30,000.00	22,149.09	29,334.89	97.78	665.11
01-00-4500	GENERAL DEBT RETIRE PRINC	.00	.00	.00	.00	.00
01-00-4600	GEN DEBT RETIRE-INTEREST	.00	.00	.00	.00	.00
01-00-4700	FACILITY STUDY	20,000.00	.00	.00	.00	20,000.00
01-00-4800	GEN GRANT & SPECIAL PROJECTS	35,000.00	.00	7,485.10	21.39	27,514.90
01-00-4801	CAPITAL PROJECTS (CARRY OVER)	30,295.00	.00	7,050.67	23.27	23,244.33
01-00-4810	HOUSING PROGRAMS/NUISANCE ABAT	200,000.00	4,929.35	6,450.36	3.23	193,549.64
01-00-4850	GEN ADMIN/EC DEV POSITION	.00	.00	.00	.00	.00
01-00-4899	EXPENSES REIMBURSED	530,000.00	.00	.00	.00	530,000.00
01-00-4900	COMPREHENSIVE PLAN UPDATE/HOUS	12,500.00	.00	.00	.00	12,500.00
01-00-4950	GENERAL COMM BETTERMENT	.00	.00	.00	.00	.00
01-00-4951	GEN HISTORIC PRESERVATION	.00	.00	.00	.00	.00
01-00-4990	GEN (POTENTIAL PROJECTS)	.00	.00	.00	.00	.00
01-00-4999	TRANS FIRE DEPT SINKING	25,000.00	.00	.00	.00	25,000.00
	DIFFERENCE	1,607,967.61	82,215.29	224,554.46	13.97	1,383,413.15
	PROOF	1,607,967.61	82,215.29	224,554.46	13.97	1,383,413.15

BUDGET REPORT
CALENDAR 12/2022, FISCAL 3/2022

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-02-4206	POLICE SERVICES	425,800.00	31,500.00	94,500.00	22.19	331,300.00
	DIFFERENCE	425,800.00	31,500.00	94,500.00	22.19	331,300.00
	PROOF	425,800.00	31,500.00	94,500.00	22.19	331,300.00

BUDGET REPORT
CALENDAR 12/2022, FISCAL 3/2022

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-05-4101	FIRE DEPT SALARIES	6,250.00	520.84	1,562.52	25.00	4,687.48
01-05-4103	FIRE DEPT LIFE INS	2,100.00	136.40	272.80	12.99	1,827.20
01-05-4105	FIRE DEPT WORKMEN COMP	3,500.00	.00	2,679.00	76.54	821.00
01-05-4106	FIRE DEPT UNEMPLOYMENT	.00	.00	.00	.00	.00
01-05-4110	FIRE DEPT OTHER PERSONAL	.00	.00	.00	.00	.00
01-05-4111	FIRE DEPT FICA MATCH	500.00	39.84	119.52	23.90	380.48
01-05-4202	FIRE DEPT UTILITIES	10,000.00	1,020.04	2,199.97	22.00	7,800.03
01-05-4203	FIRE DEPT INSURANCE	7,200.00	.00	8,361.26	116.13	1,161.26-
01-05-4204	FIRE DEPT MEMBERS/SUB/RECOG	2,500.00	.00	.00	.00	2,500.00
01-05-4205	FIRE DEPT MEETINGS/TRAININGS	2,000.00	.00	.00	.00	2,000.00
01-05-4206	FIRE DEPT SERVICES	1,000.00	50.00	100.00	10.00	900.00
01-05-4208	FIRE DEPT BLDG & GROUNDS	5,000.00	.00	400.00	8.00	4,600.00
01-05-4209	FIRE DEPT EQUIP/MAINT	22,500.00	846.64	2,212.13	9.83	20,287.87
01-05-4222	FIRE DEPT CHIEF EXPENSES	1,500.00	.00	.00	.00	1,500.00
01-05-4240	FIRE DEPT REIM/REFUNDS	.00	.00	.00	.00	.00
01-05-4250	FIRE DEPT FUEL & SUPPLIES	3,500.00	132.55	465.25	13.29	3,034.75
01-05-4299	FIRE DEPT MISC EXPENSES	1,000.00	.00	.00	.00	1,000.00
01-05-4400	FIRE DEPT CAPITAL OUTLAYS	.00	.00	.00	.00	.00
01-05-4401	FIRE DEPT COMPRESSOR	.00	.00	.00	.00	.00
01-05-4402	FIRE DEPT SCBA	10,000.00	.00	.00	.00	10,000.00
01-05-4500	FIRE DEPT DEBT SERV PRINCIP	.00	.00	.00	.00	.00
01-05-4800	FIRE DEPT PAGERS/RADIOS	5,000.00	.00	.00	.00	5,000.00
01-05-4801	FIRE BUNKER GEAR/SCBA/CASCADE	16,000.00	.00	.00	.00	16,000.00
01-05-4802	FIRE HOSE	5,000.00	.00	.00	.00	5,000.00
01-05-4850	FIRE DEPT POTENTIAL GRANT	24,679.94	.00	.00	.00	24,679.94
01-05-4999	FIRE DEPT TRANSFERS OUT	.00	.00	.00	.00	.00
	DIFFERENCE	129,229.94	2,746.31	18,372.45	14.22	110,857.49
	PROOF	129,229.94	2,746.31	18,372.45	14.22	110,857.49

BUDGET REPORT
CALENDAR 12/2022, FISCAL 3/2022

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-07-4101	PARKS SALARIES	86,160.00	.00	1,692.00	1.96	84,468.00
01-07-4102	PARKS HEALTH INSURANCE	23,400.00	.00	.00	.00	23,400.00
01-07-4103	PARKS LIFE INSURANCE	875.00	.00	.00	.00	875.00
01-07-4104	PARKS PENSION PLAN	.00	.00	.00	.00	.00
01-07-4105	PARKS WORKMEN COMP	4,000.00	.00	1,709.00	42.73	2,291.00
01-07-4106	PARK UNEMPLOYMENT	.00	.00	.00	.00	.00
01-07-4108	PARK FLEX SPENDING PLAN	.00	.00	.00	.00	.00
01-07-4111	PARKS FICA MATCH	6,600.00	.00	129.45	1.96	6,470.55
01-07-4202	PARKS UTILITIES	44,750.00	3,643.12	14,354.11	32.08	30,395.89
01-07-4203	PARKS INSURANCE	6,000.00	.00	7,185.14	119.75	1,185.14-
01-07-4204	PARK MEMBERSHIPS & SUB.	.00	.00	.00	.00	.00
01-07-4205	PARKS MEETING EXPENSES	.00	.00	.00	.00	.00
01-07-4206	PARKS SERVICES	10,000.00	30.00	810.00	8.10	9,190.00
01-07-4208	PARKS BLDG & GROUNDS MAIN	20,000.00	.00	2,395.42	11.98	17,604.58
01-07-4209	PARKS EQUIP & MAINT	15,000.00	147.62	234.55	1.56	14,765.45
01-07-4223	PARK TREE PROGRAM	.00	.00	.00	.00	.00
01-07-4230	PARKS SALES TAX/LODGING	1,600.00	.00	.00	.00	1,600.00
01-07-4240	PARKS REIM/REFUNDS	.00	.00	.00	.00	.00
01-07-4250	PARKS FUEL AND SUPPLIES	15,000.00	.00	1,226.07	8.17	13,773.93
01-07-4290	PARKS EQUIP/LAND RENTAL	.00	.00	.00	.00	.00
01-07-4299	PARKS MISC EXPENSES	.00	.00	.00	.00	.00
01-07-4300	PARK CAPITAL IMPROVEMENTS	.00	.00	5,518.00	.00	5,518.00-
01-07-4400	CAPITAL OUTLAYS	30,000.00	.00	9,405.95	31.35	20,594.05
01-07-4401	PARKS DRAINAGE RV PARK	.00	.00	.00	.00	.00
01-07-4402	SHOWER BUILDING	.00	.00	.00	.00	.00
01-07-4403	SANDVOLLEYBALL COURT	.00	.00	.00	.00	.00
01-07-4404	PARK CAPITAL IMPROVEMENTS	95,500.00	.00	.00	.00	95,500.00
01-07-4500	PARK DEBT SERVICING PRINC.	.00	.00	.00	.00	.00
01-07-4800	PARKS STUDY/ENGINEERING	.00	.00	.00	.00	.00
01-07-4899	PARKS PURCHASES REIMBURSED	.00	.00	.00	.00	.00
01-07-4999	PARKS TRANSFERS OUT	.00	.00	.00	.00	.00
	DIFFERENCE	358,885.00	3,820.74	44,659.69	12.44	314,225.31
	PROOF	358,885.00	3,820.74	44,659.69	12.44	314,225.31

BUDGET REPORT
CALENDAR 12/2022, FISCAL 3/2022

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-09-4105	SR CENTER WORKMEN COMP	.00	.00	.00	.00	.00
01-09-4202	SR CENTER UTILITIES	9,250.00	660.22	2,012.28	21.75	7,237.72
01-09-4203	SR CENTER INSURANCE	500.00	493.00	493.00	98.60	7.00
01-09-4206	SR CENTER SERVICES	2,500.00	425.00	825.00	33.00	1,675.00
01-09-4208	SR CENTER BLDG & GROUNDS	10,680.00	.00	4.59	.04	10,675.41
01-09-4209	SR CENTER EQUIP & MAINT	2,000.00	205.50	205.50	10.28	1,794.50
01-09-4250	SR CENTER SUPPLIES/MATER	1,000.00	.00	.00	.00	1,000.00
01-09-4299	SR CENTER MISC EXPENSES	.00	.00	.00	.00	.00
01-09-4400	SR CENTER CAPITAL OUTLAYS	.00	.00	.00	.00	.00
01-09-4999	SR CENTER TRANSFERS	12,000.00	.00	.00	.00	12,000.00
	DIFFERENCE	37,930.00	1,783.72	3,540.37	9.33	34,389.63
	PROOF	37,930.00	1,783.72	3,540.37	9.33	34,389.63

BUDGET REPORT
CALENDAR 12/2022, FISCAL 3/2022

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-51-4101	LIBRARY SALARIES	114,996.60	8,549.51	26,726.86	23.24	88,269.74
01-51-4102	LIBRARY HEALTH INSURANCE	17,950.10	1,093.18	2,043.13	11.38	15,906.97
01-51-4103	LIBRARY LIFE INSURANCE	753.00	49.89	99.78	13.25	653.22
01-51-4104	LIBRARY PENSION PLAN	4,458.42	322.22	1,017.16	22.81	3,441.26
01-51-4105	LIBRARY WORKMEN COMP	.00	.00	.00	.00	.00
01-51-4106	LIBRARY UNEMPLOYMENT	.00	.00	.00	.00	.00
01-51-4108	LIBRARY FLEX SPENDING	.00	.00	.00	.00	.00
01-51-4111	LIBRARY FICA MATCH	8,797.24	641.73	2,007.68	22.82	6,789.56
01-51-4201	LIBRARY LEGAL	.00	.00	.00	.00	.00
01-51-4202	LIBRARY UTILITIES	11,500.00	881.81	2,546.39	22.14	8,953.61
01-51-4203	LIBRARY INSURANCE	5,200.00	.00	5,916.43	113.78	716.43-
01-51-4204	LIBRARY MEMBERSHIPS/SUB	3,500.00	.00	.00	.00	3,500.00
01-51-4205	LIBRARY MEETING EXPENSES	400.00	.00	.00	.00	400.00
01-51-4206	LIBRARY SERVICES	11,000.00	1,019.71	3,387.00	30.79	7,613.00
01-51-4208	LIBRARY BLDG & GROUNDS	6,000.00	.00	7,180.16	119.67	1,180.16-
01-51-4209	LIBRARY EQUIP & MAINT	5,000.00	349.99	349.99	7.00	4,650.01
01-51-4228	LIBRARY BOOKS/AVS	22,000.00	2,110.58	5,588.44	25.40	16,411.56
01-51-4230	LIBRARY SALES TAX	60.00	.00	.00	.00	60.00
01-51-4240	LIBRARY REIM/REFUNDS	.00	.00	.00	.00	.00
01-51-4250	LIBRARY SUPPLIES/MATERIALS	6,000.00	498.58	732.57	12.21	5,267.43
01-51-4299	LIBRARY MISC EXPENSES	800.00	.00	.00	.00	800.00
01-51-4400	LIBRARY CAPITAL OUTLAYS	.00	.00	.00	.00	.00
01-51-4800	LIBRARY GRANTS (ARPA)	.00	.00	.00	.00	.00
01-51-4999	LIBRARY TRANS OUT (LOAN)	.00	.00	.00	.00	.00
	DIFFERENCE	218,415.36	15,517.20	57,595.59	26.37	160,819.77
	PROOF	218,415.36	15,517.20	57,595.59	26.37	160,819.77

BUDGET REPORT
CALENDAR 12/2022, FISCAL 3/2022

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-52-4101	SWIM POOL SALARIES	68,350.00	.00	.00	.00	68,350.00
01-52-4105	SWIM POOL WORKMEN COMP	2,500.00	.00	1,991.00	79.64	509.00
01-52-4106	SWIM POOL UNEMPLOYMENT BENEFIT	.00	.00	.00	.00	.00
01-52-4107	SWIM POOL TRAINING/CERTIFICATE	4,500.00	.00	.00	.00	4,500.00
01-52-4111	SWIM POOL FICA MATCH	5,229.00	.00	.00	.00	5,229.00
01-52-4202	SWIM POOL UTILITIES	23,000.00	740.56	2,748.97	11.95	20,251.03
01-52-4203	SWIM POOL INSURANCE	2,500.00	.00	2,926.67	117.07	426.67-
01-52-4206	SWIM POOL SERVICES	2,000.00	.00	.00	.00	2,000.00
01-52-4208	SWIM POOL BLDG & GROUNDS	20,000.00	.00	3,803.96	19.02	16,196.04
01-52-4209	SWIM POOL EQUIP & MAINT	14,500.00	9,036.06	9,036.06	62.32	5,463.94
01-52-4230	SWIM POOL SALES TAX	3,800.00	.00	10.20	.27	3,789.80
01-52-4240	SWIM POOL REIM/REFUNDS	.00	.00	.00	.00	.00
01-52-4250	SWIM POOL SUPPLIES/MATER	16,500.00	.00	76.22	.46	16,423.78
01-52-4299	SWIM POOL MISC EXPENSES	500.00	.00	.00	.00	500.00
01-52-4400	SWIM POOL CAPITAL OUTLAYS	.00	.00	.00	.00	.00
01-52-4999	SWIM POOL TRANSFERS OUT	.00	.00	.00	.00	.00
	DIFFERENCE	163,379.00	9,776.62	20,593.08	12.60	142,785.92
	PROOF	163,379.00	9,776.62	20,593.08	12.60	142,785.92

BUDGET REPORT
CALENDAR 12/2022, FISCAL 3/2022

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
02-00-4800	AM RESCUE PROJECT EXP	588,307.26	.00	.00	.00	588,307.26
02-00-4999	AM RESCUE TRANSFER OUT	.00	.00	.00	.00	.00
	DIFFERENCE	588,307.26	.00	.00	.00	588,307.26
	PROOF	588,307.26	.00	.00	.00	588,307.26

BUDGET REPORT
CALENDAR 12/2022, FISCAL 3/2022

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
03-00-4101	STREET SALARIES	200,000.00	14,185.07	40,962.35	20.48	159,037.65
03-00-4102	STREET HEALTH INSURANCE	45,500.00	3,117.11	5,687.63	12.50	39,812.37
03-00-4103	STREET LIFE INSURANCE	2,205.00	141.98	266.96	12.11	1,938.04
03-00-4104	STREET PENSION PLAN	6,500.00	510.79	1,542.29	23.73	4,957.71
03-00-4105	STREET WORKMEN COMP	9,000.00	.00	3,955.00	43.94	5,045.00
03-00-4106	STREET UNEMPLOYMENT	.00	.00	.00	.00	.00
03-00-4108	STREET FLEX SPENDING PLAN	.00	.00	.00	.00	.00
03-00-4110	STREET OTHER PERSONAL EX	1,872.00	120.13	726.13	38.79	1,145.87
03-00-4111	STREET FICA MATCH	15,300.00	1,045.07	2,999.47	19.60	12,300.53
03-00-4201	STREET LEGAL EXPENSES	.00	.00	.00	.00	.00
03-00-4202	STREET UTILITIES	12,000.00	894.63	2,601.28	21.68	9,398.72
03-00-4203	STREET INSURANCE	11,000.00	.00	10,757.47	97.80	242.53
03-00-4204	STREET MEMBERSHIPS/SUBS	.00	.00	.00	.00	.00
03-00-4205	STREET MEETING EXPENSES	.00	.00	.00	.00	.00
03-00-4206	STREET SERVICES	8,000.00	.00	14.35	.18	7,985.65
03-00-4208	STREET BLDG & GR MAINT	15,000.00	19.58	3,260.97	21.74	11,739.03
03-00-4219	STREET WORK BY OTHERS (TREES)	10,000.00	.00	.00	.00	10,000.00
03-00-4220	STREET SNOW REMOVAL OTH	7,000.00	.00	.00	.00	7,000.00
03-00-4230	STREET SALES TAX	.00	.00	.00	.00	.00
03-00-4231	STREET ROAD EQUIP PARTS	22,000.00	3,417.60	4,995.77	22.71	17,004.23
03-00-4232	STREET ROAD EQUIP LABOR	20,000.00	718.50	2,175.50	10.88	17,824.50
03-00-4233	STREET FREIGHT & EXPRESS	.00	.00	.00	.00	.00
03-00-4234	STREET OTHER EQUIP REPAIRS	.00	.00	.00	.00	.00
03-00-4240	STREET REIM MEALS/REFUNDS	250.00	.00	.00	.00	250.00
03-00-4250	STREET SUPPLIES	200.00	.00	.00	.00	200.00
03-00-4251	STREET POSTAGE	.00	.00	.00	.00	.00
03-00-4252	STREET OFFICE SUPPLIES	.00	.00	.00	.00	.00
03-00-4254	STREET CLEANING SUPPLIES	.00	.00	.00	.00	.00
03-00-4256	STREET CHEMICAL SUPPLIES	12,000.00	.00	.00	.00	12,000.00
03-00-4257	STREET MEDICAL SUPPLIES	.00	.00	.00	.00	.00
03-00-4258	STREET SHOP SUPPLIES	2,500.00	433.97	548.71	21.95	1,951.29
03-00-4259	STREET SHOP TOOLS	3,500.00	212.38	458.48	13.10	3,041.52
03-00-4260	STREET SMALL TOOLS	.00	.00	.00	.00	.00
03-00-4265	STREET PLUMBING SUPPLIES	.00	.00	.00	.00	.00
03-00-4271	STREET GASOLINE AND DIESEL	25,000.00	.00	2,783.24	11.13	22,216.76
03-00-4272	STREET OIL/GREASE/ETC	2,500.00	69.88	169.24	6.77	2,330.76
03-00-4273	STREET TIRES & TIRE REPAIR	7,000.00	.00	275.84	3.94	6,724.16
03-00-4274	STREET ASPHALTIC MATERIALS	10,000.00	.00	754.11	7.54	9,245.89
03-00-4275	STREET GRAVEL & BORROW	8,000.00	.00	.00	.00	8,000.00
03-00-4276	STREET SNOW/SAFETY FENCE	.00	.00	.00	.00	.00
03-00-4277	STREET CONCRETE	15,000.00	23.95	2,618.55	17.46	12,381.45
03-00-4278	STREET CULVERTS	1,000.00	.00	29.98	3.00	970.02
03-00-4279	STREET STEEL PRODUCTS	2,000.00	.00	280.00	14.00	1,720.00
03-00-4280	STREET LUMBER	500.00	.00	.00	.00	500.00
03-00-4283	STREET SIGNS	10,000.00	.00	.00	.00	10,000.00
03-00-4284	STREET SIGN POSTS	4,000.00	.00	.00	.00	4,000.00
03-00-4285	STREET GUIDE POSTS & DELIN	200.00	.00	102.00	51.00	98.00
03-00-4286	STREET STOPLIGHTS/CROSSWALKS	3,000.00	62.84	296.15	9.87	2,703.85
03-00-4287	STREET PAVEMENT MARKING	2,500.00	.00	.00	.00	2,500.00
03-00-4288	STREET FLARES/FLAGS/BARRI	3,000.00	.00	48.97	1.63	2,951.03
03-00-4289	STREET SAFETY PROGRAM	500.00	6.99	50.94	10.19	449.06

BUDGET REPORT
CALENDAR 12/2022, FISCAL 3/2022

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
03-00-4290	STREET EQUIP/LAND RENTAL	11,850.00	500.00	1,500.00	12.66	10,350.00
03-00-4299	STREET MISC SUPPLIES & MAT	500.00	.00	.00	.00	500.00
03-00-4300	STREET CAPITAL IMPROVE.	651,000.00	.00	.00	.00	651,000.00
03-00-4400	STREET CAPITAL OUTLAYS	60,000.00	.00	4,100.00	6.83	55,900.00
03-00-4500	STREET DEBT SERV PRINC	.00	.00	.00	.00	.00
03-00-4600	STREET DEBT SERV INTEREST	.00	.00	.00	.00	.00
03-00-4700	STREET CAPITAL IMP POTENTIAL	.00	.00	.00	.00	.00
03-00-4999	SINKING FUND LOADER	20,000.00	.00	.00	.00	20,000.00
	DIFFERENCE	1,241,377.00	25,480.47	93,961.38	7.57	1,147,415.62
	PROOF	1,241,377.00	25,480.47	93,961.38	7.57	1,147,415.62

AGENDA ITEM NO. J-1(d)

Budget Reports Submitted by City Treasurer

Receipts by Department

BUDGET REPORT
CALENDAR 12/2022, FISCAL 3/2022

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-00-3100	GEN FEDERAL REVENUES	674,153.63	.00	.00	.00	674,153.63
01-00-3101	GEN FEDERAL REVENUE LIB ARPA	.00	.00	.00	.00	.00
01-00-3102	GEN FEDERAL REV HISTORIC PRES	.00	.00	.00	.00	.00
01-00-3103	GEN FEDERAL REVENUE USDA	8,637.98	.00	12,965.00	150.09	4,327.02-
01-00-3200	GEN STATE EQUALIZATION	346,065.65	60,889.58	60,889.58	17.59	285,176.07
01-00-3202	GEN STATE NIFA	.00	.00	.00	.00	.00
01-00-3203	GEN MTR VEHICLE PRORATE	2,000.00	.00	309.98	15.50	1,690.02
01-00-3204	GEN STATE MISC/AID	.00	.00	.00	.00	.00
01-00-3205	GEN STATE	.00	.00	.00	.00	.00
01-00-3208	GEN STATE HOMESTEAD	25,000.00	.00	.00	.00	25,000.00
01-00-3301	GEN LICENSES & PERMITS	11,000.00	185.00	1,020.00	9.27	9,980.00
01-00-3306	GEN REIM/REFUNDS	5,000.00	851.71	903.71	18.07	4,096.29
01-00-3310	GEN FRANCHISE FEES	60,000.00	1,878.24	4,037.33	6.73	55,962.67
01-00-3311	GEN IN LIEU OF TAXES	.00	.00	.00	.00	.00
01-00-3312	GEN BPW REVENUE PAYMENT	160,000.00	9,581.16	34,626.68	21.64	125,373.32
01-00-3314	GEN ST LIC AND CITY FINES	4,000.00	100.00	710.00	17.75	3,290.00
01-00-3325	GEN TICKET SALES	38,000.00	600.00	600.00	1.58	37,400.00
01-00-3326	GEN CONCESSIONS	10,000.00	.00	.00	.00	10,000.00
01-00-3327	GEN LESSONS	7,000.00	.00	.00	.00	7,000.00
01-00-3331	GEN REIM WEST WATERLINE	31,750.00	.00	.00	.00	31,750.00
01-00-3332	GEN SALE OF MUNI PROPERTY	.00	81.00	255.40	.00	255.40-
01-00-3335	GEN CITY SALES TAX	462,000.00	50,472.06	150,106.39	32.49	311,893.61
01-00-3340	GEN INTEREST	2,000.00	1,982.11	5,426.52	271.33	3,426.52-
01-00-3342	GEN PROGRAM & USE FEES	13,000.00	.00	1,631.00	12.55	11,369.00
01-00-3346	GEN POOL RECEIPTS TEAM SNAP	.00	.00	.00	.00	.00
01-00-3347	GEN GRANTS/DONATIONS	.00	.00	.00	.00	.00
01-00-3350	GEN MFO	24,903.34	.00	.00	.00	24,903.34
01-00-3351	GEN PROPERTY TAXES	636,170.92	4,981.98	34,186.40	5.37	601,984.52
01-00-3352	GEN MTR VEHICLE TAXES	85,000.00	6,827.42	19,969.50	23.49	65,030.50
01-00-3359	GEN CO TREAS OTHER	95.00	.00	.00	.00	95.00
01-00-3360	GEN MISC REVENUES	3,000.00	449.40	950.55	31.69	2,049.45
01-00-3361	FIRE PROPERTY TAXES	56,274.01	440.14	3,022.96	5.37	53,251.05
01-00-3362	FIRE MTR VEHICLE TAXES	.00	.00	.00	.00	.00
01-00-3363	FIRE MTR VEHICLE PRORATE	100.00	.00	27.42	27.42	72.58
01-00-3368	FIRE STATE HOMESTEAD	2,050.00	.00	.00	.00	2,050.00
01-00-3369	FIRE CO TREAS OTHER	5.00	.00	.00	.00	5.00
01-00-3800	INSURANCE PAYMENTS	.00	.00	.00	.00	.00
01-00-3900	GRANT PROGRAMS	35,000.00	.00	.00	.00	35,000.00
01-00-3999	GEN TRANSFERS IN AND RESERVE	.00	.00	5,000.00	.00	5,000.00-
		==========	==========	==========	=======	==========
	DIFFERENCE	2,702,205.53	139,319.80	336,638.42	12.46	2,365,567.11
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	PROOF	2,702,205.53	139,319.80	336,638.42	12.46	2,365,567.11
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BUDGET REPORT
CALENDAR 12/2022, FISCAL 3/2022

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
02-00-3100	AM RESCUE FEDERAL REVENUE	294,153.63	.00	.00	.00	294,153.63
02-00-3999	TRANSFER IN AM RESCUE	.00	.00	.00	.00	.00
	DIFFERENCE	294,153.63	.00	.00	.00	294,153.63
	PROOF	294,153.63	.00	.00	.00	294,153.63

BUDGET REPORT
CALENDAR 12/2022, FISCAL 3/2022

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
03-00-3100	STREET FEDERAL REVENUES	.00	.00	.00	.00	.00
03-00-3200	STREET STATE EQUALIZATION	.00	.00	.00	.00	.00
03-00-3201	STREET REV HIGHWAY ALLOCATION	459,308.00	39,561.24	118,196.08	25.73	341,111.92
03-00-3202	STREET STATE MOTOR VEHICLE FEE	31,000.00	.00	8,425.87	27.18	22,574.13
03-00-3203	STREET MTR VEHICLE PRORAT	.00	.00	.00	.00	.00
03-00-3206	STREET INCENTIVE PAYMENT	4,000.00	.00	.00	.00	4,000.00
03-00-3208	STREET OTHER STATE REV	.00	.00	.00	.00	.00
03-00-3306	STREET REIM/REFUNDS	.00	.00	2,872.12	.00	2,872.12-
03-00-3311	STREET IN LIEU OF TAXES	.00	.00	.00	.00	.00
03-00-3321	STREET PAV/WATER/SEWER	.00	.00	.00	.00	.00
03-00-3331	STREET BOND ISSUE	.00	.00	.00	.00	.00
03-00-3332	STREET SALE OF MUNI PROP	.00	.00	.00	.00	.00
03-00-3335	STREET CITY SALES TAX	88,000.00	7,643.76	23,675.03	26.90	64,324.97
03-00-3340	STREET INTEREST	.00	.00	.00	.00	.00
03-00-3351	STREET PROPERTY TAXES	.00	.00	.00	.00	.00
03-00-3352	STREET MTR VEHICLE TAXES	.00	.00	.00	.00	.00
03-00-3359	STREET CO TREAS OTHER	.00	.00	.00	.00	.00
03-00-3360	STREET MISC REVENUES	.00	.00	.00	.00	.00
03-00-3800	INSURANCE PAYMENT	.00	.00	.00	.00	.00
03-00-3999	STREET TRANSFERS IN GENERAL	.00	.00	.00	.00	.00
	DIFFERENCE	582,308.00	47,205.00	153,169.10	26.30	429,138.90
	PROOF	582,308.00	47,205.00	153,169.10	26.30	429,138.90

SALES TAX RECORD 12-31-22

Month Received	For Tax Month	Fiscal Year 2014-2015	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020	Fiscal Year 2020-2021	Fiscal Year 2021-2022	Fiscal Year 2022-2023	2022-2023 BUDGET	2022-2023 MV TAX	2022-2023 MVT%
October	August	$ 36,270.33	$ 35,228.89	$ 43,099.35	$ 39,015.82	$ 42,358.50	$ 42,682.36	$ 43,756.43	$ 55,385.48	$ 56,702.78	$ 45,833.33	$ 7,788.94	14.00%
November	September	$ 38,786.01	$ 40,340.94	$ 40,779.07	$ 42,021.78	$ 39,835.99	$ 40,459.93	$ 42,714.47	$ 47,145.47	$ 58,962.82	$ 45,833.33	$ 8,242.33	14.00%
December	October	$ 39,432.22	$ 45,068.84	$ 38,458.76	$ 38,037.41	$ 40,359.00	$ 44,793.82	$ 47,017.75	$ 49,481.16	$ 58,115.82	$ 45,833.33	$ 7,643.76	14.00%
January	November	$ 36,596.93	$ 37,126.43	$ 35,266.65	$ 37,533.01	$ 38,805.50	$ 43,265.46	$ 48,376.57	$ 43,555.41		$ 45,833.33		
February	December	$ 42,888.48	$ 47,871.21	$ 43,026.29	$ 41,778.56	$ 44,243.20	$ 46,598.38	$ 58,556.77	$ 52,070.23		$ 45,833.33		
March	January	$ 34,999.17	$ 35,383.54	$ 39,514.30	$ 36,251.60	$ 33,043.47	$ 37,703.54	$ 47,301.82	$ 42,727.56		$ 45,833.33		
April	February	$ 35,245.70	$ 33,856.40	$ 33,050.01	$ 31,810.58	$ 36,109.30	$ 36,299.23	$ 37,367.96	$ 41,873.58		$ 45,833.33		
May	March	$ 37,246.02	$ 39,427.60	$ 45,714.57	$ 41,008.62	$ 53,331.57	$ 39,421.71	$ 49,323.63	$ 49,008.07		$ 45,833.33		
June	April	$ 33,785.98	$ 45,064.75	$ 38,810.17	$ 37,756.61	$ 43,263.57	$ 37,937.43	$ 51,900.86	$ 46,529.27		$ 45,833.33		
July	May	$ 32,314.28	$ 37,310.36	$ 40,424.12	$ 43,079.76	$ 39,992.48	$ 43,748.71	$ 50,694.88	$ 54,084.67		$ 45,833.33		
August	June	$ 39,270.96	$ 42,664.62	$ 43,827.06	$ 42,162.40	$ 38,329.24	$ 49,009.99	$ 52,285.24	$ 55,826.87		$ 45,833.33		
September	July	$ 35,380.68	$ 42,095.67	$ 38,461.05	$ 40,671.36	$ 42,464.52	$ 48,457.66	$ 46,530.43	$ 54,165.14		$ 45,833.37		
	Total	$ 442,216.76	$ 481,439.25	$ 480,431.40	$ 471,127.51	$ 492,136.34	$ 510,378.22	$ 575,826.81	$ 591,852.91	$ 173,781.42	$ 550,000.00	$ 23,675.03	
	***includes MV**												

Actual Last YTD	Actual YTD	Budget YTD
$152,012.11	$173,781.42	$137,499.99

YTD Compared to Last Year

$ 21,769.31 Increase from Last Year

YTD Compared to Budget YTD

$ 36,281.43 More than Budget YTD

Vehicle Sales Tax as a Percentage

$ 173,781.42 in Total Receipts YTD

$23,675.03 in Total Vehicle Sales

Vehicles Sales is 14% of total

AGENDA ITEM NO 4-1 (d)

AGENDA ITEM NO
K-1

Sherry Heskett

From: Leah Wehenkel <leah.wehenkel@gmail.com>
Sent: Thursday, January 5, 2023 2:32 PM
To: Sherry Heskett
Subject: Re: Wehenkel- New Home Build

Hi Sherry,

Our home is still in the process of being built. We were given time to complete our build for the new homebuilders grant, but unfortunately will need to request an extension for a few more months. Our contractor, Gerdes Construction, anticipates the build being done in March. I therefore would like to ask for an extension of 3 months before we ask to collect the second half of the grant. Appreciate you considering this request. Thank you,

Leah Wehenkel

On Mon, Aug 15, 2022, 1:13 PM Leah Wehenkel <leah.wehenkel@gmail.com> wrote:
Sherry,

I am sending this email regarding the new home builders grant that we applied for. We are currently building our home and would like to collect the first half of the $10,000 grant. The basement is poured, interior walls are there, and trusses will be going up soon. The address is 1920 6th Street. Thank you for addressing this request. Talk to you soon.

Leah Wehenkel

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EXTERNAL EMAIL