

**AGENDA
ALBION CITY COUNCIL
REGULAR MEETING – PUBLIC HEARING
TUESDAY, SEPTEMBER 8, 2020**

**7:30 P.M., COUNCIL CHAMBERS, ALBION CITY HALL, 420 W MARKET STREET,
ALBION, NE 68620**

1. CALL TO ORDER –
 - A COPY OF THE OPEN MEETINGS ACT IS POSTED AND IS PROVIDED FOR THE PUBLIC ON THE BILLBOARD OF THE COUNCIL CHAMBERS
 - ROLL CALL
 - MAYOR'S COMMENTS – REPORT ON DEPT HEAD MEETING
2. CONSIDER APPROVAL OF MINUTES OF THE AUGUST 18, 2020 CITY COUNCIL MEETING
3. REVIEW INITIAL STATE REVOLVING LOAN ASSESSMENT FROM NEBRASKA RURAL WATER ASSOCIATION
4. OPEN PUBLIC HEARING FOR 2020/2021 BUDGET ADOPTION
 - APPROVE RESOLUTION 112(20), APPROVING AND ADOPTING THE 2020/2021 BUDGET STATEMENT, INCLUDING AN ADDITIONAL 1% INCREASE OF RESTRICTED FUNDS AUTHORITY, AND SETTING THE 2020/2021 PROPERTY TAX REQUEST
 - APPROVE 2020-21 CAPITAL IMPROVEMENTS PLAN
5. CONSIDER RESOLUTION 113(20) AN INTERLOCAL AGREEMENT WITH THE COUNTY OF BOONE ALLOWING EXISTING BOONE COUNTY EMPLOYEE TO CONTRACT WITH THE CITY TO PROVIDE STREET SUPERINTENDENT SERVICES
6. CONSIDER RESOLUTION 114(20) APPROVING A REQUEST FOR AN EXTENSION OF CONTRACT END DATE FOR CDBG GRANT NUMBER 17-DTR-103 AND AUTHORIZING CHIEF ELECTED OFFICIAL TO SIGN AN EXTENSION REQUEST
7. CONSIDER RESOLUTION 115(20) AUTHORIZING THE MAYOR TO SIGN THE 2020 MUNICIPAL ANNUAL CERTIFICATION OF PROGRAM COMPLIANCE TO NEBRASKA BOARD OF PUBLIC ROADS AND CLASSIFICATIONS AND STANDARDS FORM
8. CONSIDER RESOLUTION 116(20) DECLARING SURPLUS PROPERTY AND DIRECTING THE SALE OF THE SAME
9. CONSIDER THIRD READING AND FINAL PASSAGE OF ORDINANCE 292(20) REGARDING THE ANNEXATION OF THE BOONE BEGINNINGS ADDITION TO THE CITY OF ALBION, BOONE COUNTY, NEBRASKA
10. CONSIDER FIRST READING OF ORDINANCE 293(20) REGARDING THE ANNEXATION OF LOT 4 OF THE LANDEN ESTATES SUBDIVISION, CITY OF ALBION, BOONE COUNTY, NEBRASKA
11. ACKNOWLEDGEMENT OF RECEIPT OF THE CITY ADMINISTRATOR REPORT TO THE CITY COUNCIL REGARDING THE STATUS OF VARIOUS CITY DEPARTMENTS, CITY ACTIVITIES, AND CITY FINANCIAL REPORTS
12. CONSIDER A MOTION TO: 1) APPROVE AMENDMENTS TO THE "ARTICLES OF INCORPORATION" AND "BYLAWS" OF THE LEAGUE OF NEBRASKA MUNICIPALITIES BY VOTING "FOR" PROPOSED ACTIONS 1, 2 AND 3 ON THE ATTACHED "REGULAR MEMBER BALLOT"; 2) AUTHORIZE THE MAYOR/VILLAGE BOARD CHAIR TO SIGN THE "REGULAR MEMBER BALLOT"; AND 3) RETURN BOTH PAGES OF THE "REGULAR MEMBER BALLOT" TO THE LEAGUE BY NO LATER THAN 5 P.M. CT, OCT. 1, 2020.

**AGENDA
ALBION CITY COUNCIL
REGULAR MEETING – PUBLIC HEARING
TUESDAY, SEPTEMBER 8, 2020**

**7:30 P.M., COUNCIL CHAMBERS, ALBION CITY HALL, 420 W MARKET STREET,
ALBION, NE 68620**

13. NUISANCE REPORT FROM ALBION POLICE DEPARTMENT
14. CONSIDER BILLS TO BE PAID
 - CONSIDER MONTHLY BILLS REPORT
 - CONSIDER PAY APPLICATION #1 FROM RUTJENS CONSTRUCTION FOR THE FAIRVIEW PHASE III STORM SEWER PROJECT
15. CONSIDER EMPLOYEE EVALUATION FOR APPROVAL
16. ITEMS TO BE PUT ON NEXT MEETING AGENDA
 - Special Meeting: September 29, 2020 7:30 am
 - To approve Fiscal Year End bills for payment
 - CONSIDER SECOND READING OF ORDINANCE 293(20) REGARDING THE ANNEXATION OF LOT 4 OF THE LANDEN ESTATES SUBDIVISION, CITY OF ALBION, BOONE COUNTY, NEBRASKA
 - Next Regular Meeting: October 13, 2020 7:30 pm
 - CONSIDER THIRD READING AND FINAL PASSAGE OF ORDINANCE 293(20) REGARDING THE ANNEXATION OF LOT 4 OF THE LANDEN ESTATES SUBDIVISION, CITY OF ALBION, BOONE COUNTY, NEBRASKA
 - CONSIDER PROFESSIONAL RETAIL OPERATIONS AGREEMENT AND FRANCHISE AGREEMENT
17. ADJOURN

The voting members of the public body are required to attend in person; however, interested members of the public may attend meetings via tele-conference by using the following conference number: 308-646-0001 or www.uberconference.com/cityofalbion



AGENDA MEMO

Item #	2	Body	ALBION CITY COUNCIL
Subject	2.CONSIDER APPROVAL OF MINUTES OF THE AUGUST 18, 2020 CITY COUNCIL MEETING		Meeting Date 9/8/2020

Presenter(s)	
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Background Information	Enclosed
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Discussion	
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Motion	To approve the minutes of the August 18, 2020 City Council Meeting
2nd	
Roll Call	Kohtz _____ Hoefer _____ Johnson _____ Porter _____

Summary of Decision	
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MINUTES
ALBION CITY COUNCIL
SPECIAL MEETING – BUDGET WORKSHOP
TUESDAY, AUGUST 18, 2020

A Regular Meeting of the Albion City Council of the City of Albion, Nebraska was convened in open and public session at 7:30 p.m. on August 18, 2020 at Albion City Hall, 420 West Market St., Albion, NE. Present were: Mayor James C. Jarecki, Council Members Marcus Johnson, Jon Porter, Chris Kohtz, and Walt Hoefer. City staff present were: City Administrator Andrew Devine and Deputy City Clerk Sharon Ketteler. Notice of this meeting along with the agenda was simultaneously given in advance to all members of the Board. Notice of this meeting was given in advance by publication, a designated method for giving notice; a copy of proof of publication is attached to these minutes. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public. The meeting was recorded using an audio recording device and such recording is available for inspection at the office of the City Clerk.

MAYOR'S COMMENTS

Mayor Jarecki informed the public about the location of the current copy of the Open Meetings Act posted in the Council Chambers.

2. CONSIDER MINUTES OF THE AUGUST 11, 2020 CITY COUNCIL MEETING FOR APPROVAL

Councilman Kohtz made a motion to approve the amended copy of minutes of the August 11, 2020 City Council meeting; second by Porter. **Vote: Yeas; Kohtz, Hoefer, Johnson, Porter. Nays; None.**

3. REVIEW BID TABULATION OF BOONE BEGINNINGS ADDITION INFRASTRUCTURE PROJECT AND CONSIDER FOR AWARD

Council members reviewed the letter of recommendation from Roger Protzman, JEO Project Engineer. Mr. Protzman joined the meeting by teleconference and reviewed the Bid Tabulation with the council. Rutjens Construction had the low bid of \$110,531.81 using the boring method to install sewer main; and \$96,635.80 using the trenching method. Protzman explained the differences in constructing the project using either the boring or open trench options. The boring method would minimize disturbance to Good Samaritan. Discussion ensued. Clerk Devine questioned if the City would need an easement from Good Samaritan regardless of which method of construction was used. Protzman confirmed we would. Councilman Kohtz made a motion to approve and award bid of Rutjens Construction for Groups A & B in the total amount of \$110,531.81 for a start date on or after October 1, 2020; second by Johnson. **Vote: Yeas; Hoefer, Kohtz, Johnson, Porter. Nays; None.**

4. DISCUSS DRAFT OF BUDGET INCLUDING CERTIFIED VALUATION AS REPORTED BY COUNTY ASSESSOR, FINAL PREPARATION BY ACCOUNTANT, AND SETTING BUDGET ADOPTION HEARING DATE AND TIME

Clerk Devine had previously provided a draft of the preliminary budget for council members to review. This draft had also been under review by accountant, Michael Hoback, of AMGL. Clerk Devine stated that the final certified valuation of \$155,467,077 received from the County Assessor is \$706,453 higher than last year. Devine provided the council with an updated Property Tax Worksheet and reviewed it with them. Devine stated the levy is estimated to be \$0.4046 per \$100 of valuation, which is about \$0.006 higher than last year. This increase in levy from his estimated 0.4025 was partially due to a 7% mandated decrease on all residential property tax according to the County Assessor. Devine noted on the Fire Department downpayment of \$225,000 for a Pumper Truck, the City will pay \$112,500 and the Rural Fire Department will cover the other half. Devine stated he is considering pursuing Cares Act Funding to help with labor costs at the pool this season. Because of Covid-19 additional staff was needed for sanitizing and enforcing social distancing rules. Devine added that the Planning Commission reviewed the Capital Improvements Plan and recommended approval.

Michael Hoback was present to review the budget with Council Members. Mr. Hoback stated although the City is planning to spend down about \$500,000 of cash reserves, we still have good cash reserves across the board. The Police, Fire, and Park are the 3 main departments where extra spending is budgeted. Hoback added that most departments' projected expenditures and revenues are in line with what they recommend. Hoback stated the City's tax levy increase of ½ a cent is still a low property tax levy compared to other towns our size.

Council members continued with discussion on managing City's debt and the spending of cash reserves. Councilman Johnson made a motion to set the Budget Adoption Hearing for September 8, 2020 at 7:30 p.m. at the regular City Council meeting to be held at City Hall, 420 W. Market Street, Albion, Nebraska; second by Porter. **Vote: Yeas; Porter, Hoefer, Johnson, Kohtz. Nays; None.**

5. CONSIDER AEDC REQUEST OF SALES TAX RELEASE TO SUPPORT ALBION CHAMBER DOWNTOWN MINI-PARK RESTORATION PROJECT

Clerk Devine explained that the Albion Chamber purchased a new park table, benches, and trash cans with money they received from the Big Give; and a good portion of the landscaping is already finished. Devine stated that the Citizen's Advisory Committee met today and reviewed the request and recommended approval. Michelle Olson, director of BCDA, added that with the Covid-19 pandemic, the Chamber was not able to host the usual fundraisers to support their projects. Councilman Hoefer made a motion to approve AEDC request for release of \$5,000 to support mini-park renovation project, second by Johnson. **Vote: Yeas; Porter, Johnson, Kohtz, Hoefer. Nays; None.**

6. CONSIDER BOONE COUNTY DEVELOPMENT AGENCY MEMBERSHIP AGREEMENT AND DISBURSEMENT AGREEMENT FOR APPROVAL

Michelle Olson, director of BCDA, provided a copy of the Membership and Disbursement Agreements for council review. Ms. Olson stated that the City of Albion's renewal membership fee of \$13,700 is the same as the past two years. Olson gave a recap of their past year's activities. Councilman Johnson made a motion to approve BCDA Membership Agreement, second by Hoefer. **Vote: Yeas; Porter, Kohtz, Johnson, Hoefer. Nays; None.** Councilman Hoefer made a motion to approve BCDA Disbursement Agreement, second by Johnson. **Vote: Yeas; Kohtz, Johnson, Hoefer, Porter. Nays; None.**

7. CONSIDER SECOND READING OF ORDINANCE 292(20) REGARDING THE ANNEXATION OF THE BOONE BEGINNINGS ADDITION TO THE CITY OF ALBION, BOONE COUNTY, NEBRASKA

Mayor Jarecki instructed Clerk Devine to read the ordinance for the second time. Councilman Porter made a motion to approve the 2nd reading of Ordinance 292(20), second by Johnson. **Vote: Yeas; Porter, Kohtz, Hoefer, Johnson. Nays; None.**

8. CONSIDER SECOND READING OF ORDINANCE 294(20) REGARDING THE VACATION OF PRAIRIE STREET BETWEEN 5TH AND 6TH STREETS, CITY OF ALBION, BOONE COUNTY, NEBRASKA

Mayor Jarecki instructed Clerk Devine to read the ordinance for the second time. Councilman Porter made a motion to approve the 2nd reading of Ordinance 294(20), second by Johnson. **Vote: Yeas; Johnson, Porter, Kohtz, Hoefer. Nays; None.**

9. ITEMS TO BE PUT ON NEXT MEETING AGENDA

Next Regular Meeting: September 8, 2020 at 7:30 p.m.

- **Budget Adoption Hearing**
 - Approve Resolution Setting the 2020-2021 Property Tax Request
 - Approve and adopt 2020-2021 Budget including additional 1% increase of Restricted Funds Authority
 - Approve 2020-2021 Capital Improvements Plan
- **Consider Resolution / Interlocal Agreement with the County of Boone allowing existing Boone County employee to contract with the City to provide Street Superintendent Services**
- **First reading of Ordinance 293(20) – Annexation of Lot 4 of Landen Estates Subdivision**
- **Third reading of Ordinance 292(20) – Annexation of Boone Beginnings Addition**
- **Annual Employee Evaluation**
- **Report on Summer Department Head Meeting**

10. **ADJOURN**

At 8:44 p.m. Council Member Johnson made a motion to adjourn the meeting, second by Kohtz. **Vote: Yeas; Kohtz, Hoefer, Johnson, Porter. Nays; None.**

I the undersigned Clerk hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council; that all subjects included in the foregoing proceedings were contained in the Agenda for the meeting, kept continually current and available for inspection at the office of the Clerk; that such subjects were contained in said Agenda for at least 24 hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for the examination and copying 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 of meetings of said body were provided advance notification of the time and place of said meeting and subjects to be discussed at said meeting.

James Jarecki, Mayor

ATTEST:

Sharon Ketteler, Deputy Clerk



AGENDA MEMO

Item #	3	Body	ALBION CITY COUNCIL
Subject	3.REVIEW INITIAL STATE REVOLVING LOAN ASSESSMENT FROM NEBRASKA RURAL WATER ASSOCIATION	Meeting Date	9/8/2020

Presenter(s)	
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Background Information	Enclosed
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Discussion	
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Motion	To acknowledge receipt of INITIAL STATE REVOLVING LOAN ASSESSMENT FROM NEBRASKA RURAL WATER ASSOCIATION
2nd	
Roll Call	Porter _____ Kohtz _____ Hoefer _____ Johnson _____

Summary of Decision	
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Initial Financial-Managerial Water System Assessment

System Name	City of Albion		Date of Assessment	June 15, 2020	
Operator Name	Ron Morearty		Clerk/Treasurer Name	Andrew Devine	
Mayor Name	James C Jarecki			Phone	402-395-2428
Mailing Address	420 W Market Street			Zip	68620
Population	1650	Total Service Connections	850		

Interviewer & Organization Ken Halvorsen - Nebraska Rural Water Association

NOTE: This assessment is designed to identify issues surrounding the financial and managerial capacities of a water system. When negative responses are encountered, clarification must be obtained to understand the situation. This clarification should accurately be recorded on a separate sheet with the corresponding question number.

Overall Management

If you purchase water, do you fully understand the purchasing arrangement?			
	Yes	No	
1		N/A	If you purchase water from another system or a wholesaler, do you know their long-term plans?
2		N/A	Do you have a contract to purchase water? Contract Terms?
3		N/A	Do you know the terms affecting your supply during drought conditions?
4		N/A	Are you guaranteed water under all conditions, even during a drought (as part of the terms)?
5		N/A	Is the contract reviewed on an annual basis by the governing body?
Is your current source the best choice for the long-term?			
6	x		Are all service connections metered? Annual budgeted for replacement? Yes
7	x		Does the peak yield from all wells cover peak demand by a comfortable margin?
8	x		Can you estimate the age of your oldest well? 1965
9		x	Is your oldest well your primary source of water?
10	x		Is there an active WHP program?
11			What is the percent of water loss in the system? 16%
12		x	Are alternative water sources (including regionalization) possibly available to you?
13	x		Are you knowledgeable of the characteristics and costs of using alternative sources?
14	Grade 4		What level of certification does your system require?
15	x		Is the person operating your system certified to operate it?
16	x		Does your operator receive training on an ongoing basis to keep abreast of current developments in the water field?
Does your staff fully understand and meet all current monitoring requirements?			
17		x	Do you have a track record free of monitoring violations?
18	x		Are you aware of and do you understand provisions for obtaining waivers from monitoring requirements and the role of vulnerability assessment?

19	x		Does your water system obtain any regular or occasional technical assistance from outside sources, such as the state, your engineer, other utilities, or organizations specifically dedicated to providing technical assistance?
20	x		Are you aware of all the assistance programs that are available to you?
Management & Administration			
Is it clear who's in charge of what?			
21	x		Is there a clear plan of organization and control among the people responsible for management and operation of the system?
22	x		Are the limits of the operator's authority clearly known?
23	x		Are all the specific functional areas of operations and management assigned?
24			What other responsibilities does the operator have? Backup Wastewater Operator, Snow Removal
25			What is the operator's length of service? 23 Years
26			What percent of time does the operator spend working on the system? 85%
27	x		In your opinion, is system staffing adequate?
28	x		Does everyone involved in operations know who is responsible for each area?
29	x		Is someone responsible for scheduling work?
30	x		Do you have explicit rules and standards for system modifications?
31	x		Do you have rules governing new hook-ups?
32	x		Do you have a main extension policy?
33	x		Do you have standard construction specifications to be followed?
34	x		Do you have measures to assure cross-connection control and backflow prevention?
35	x		Do you have policies or rules describing customer rights and responsibilities?
Do you have a deliberately organized regulatory compliance program?			
36	x		Do you fully understand monitoring requirements and have a scheduling mechanism to assure compliance?
37	x		When was your last successful routine sanitary survey? Oct 2017 How many violations? None
38	x		Do you have a mechanism to obtain the most recent information on regulatory requirements?
39	x		Do you know how to obtain clarification or explanation of requirements?
40	x		Do you maintain adequate records to document compliance?
41	x		Are all system records maintained and easily accessible?
42	x		Do you know what to do in the event of a violation?
Are you prepared to handle emergencies?			
43	x		Do you have an approved emergency response plan (ERP)?
44			What is the distribution list of the ERP? City Hall Office, Central Computer Network Storage
45		x	Is there a contingency for making emergency interconnections to neighboring systems, and do you know they will work when needed as well as the required regulatory approval?
46	x		Does everyone involved in operations know what they are to do in the event of contamination from a toxic or hazardous waste spill in/at your source water or a main break or a tank failure?
47	x		Do you have the ability to pump water in the event of a power outage? How? Backup Generators
48	x		Is the equipment quickly available in the event of a power outage?
49	x		Do you have written drought contingency plans? Are they enforceable?

50	x		Do you have a safety program defining measures to be taken if someone gets hurt?
51	x		Does everyone understand the risks and safety measures involved in handling water treatment chemicals?
52	x		Do you have written operating procedures for both routine and emergency system operations?
53	x		Are you fully aware of OSHA confined space regulations?
Do you have an organized approach to maintenance?			
54	x		Do you have a system for scheduling routine preventive maintenance?
55	x		Do you have a system for assuring adequate inventory of essential spare parts and back-up equipment?
56	x		Do you have relationships with contractors and equipment vendors to assure prompt priority service?
57	x		Do you have records and data management systems for system operating and maintenance data, for regulatory compliance data, and for system management and administration?
Is your management capability complete?			
58	x		Are you getting the outside services and technical assistance you need? Do you have adequate legal counsel, insurance, engineering advice, technical/operations assistance, rate case preparation, and financial advice?
Assessing Your Finances			
Are current financial planning mechanisms adequate?			
59	x		Do you have an annual budget?
60			How frequently do you track budget performance? Monthly
61	x		Does your budget process provide for depreciation of the existing plant and equipment or fund reserves?
62	x		Do you use the budgeting process to determine your annual revenue requirement?
63			How often do you review your water rates? Annually
64	x		Do you have a capital budget or capital improvement plan that projects future capital investment needs and at a minimum, reviews the capability of the source of supply, treatment, storage, and distribution both short and long term i.e. (2&10 year).
65	x		Do you have a process for scheduling and committing to capital projects?
66	x		Does your planning process account for all the potential capital needs suggested by all of the preceding questions in this assessment?
67		x	Does your long-term planning incorporate analysis of different methods that might offer cost savings to customers, such as consolidation with other nearby systems or sharing operations and management expenses with other nearby systems?
Are current financial management mechanisms adequate?			
68		x	Does your water system presently operate on a break-even basis?
69	x		Does it generate surplus revenue? If so, what is done with the surplus revenue? Water Budget - Future Projects
70		x	Does it operate at a loss? If not, what is the source of funds to satisfy the deficit?
71		x	Does your system bill monthly? Bi-Monthly
72	x		Do you run an aging of accounts receivable? If so, what are your day's receivable for your water sales? 30 days
73	x		Do you have a written policy for collection of delinquent accounts?
74	x		Does the water system keep all the water revenues (i.e., water revenue does not support other departments or unrelated activities)?
75	x		How do you track budget performance?
76	x		Do you keep records to substantiate depreciation of fixed assets and/or accounting for reserve funds?
77	x		Are financial management record keeping systems organized?
78	x		Are controls exercised over expenditures?
79	x		How are controls exercised to keep from exceeding your budget?
80	x		Are there purchasing procedures?

Are current financial management mechanisms adequate? (cont.)			
81	x		Are there procedures for the prompt selection of outside contractors and suppliers?
Internal Control			
82	x		Are management policies and procedures in writing?
83	x		Are persons handling money or signing checks bonded?
84	x		What level of audit review are you required each fiscal year?
85	x		Does your auditor include a review of internal controls during the Annual Audit? Do you act on the auditor's recommendations?
86	x		Are receipts recorded immediately in a daily cash journal showing the person's name, check number, amount and purpose of payment?
87	x		Are funds received deposited promptly? The same or next day?
88	x		Can each payment received be traced from (a) receipt to (b) journal entry to (c) the bank statement and, finally to (d) the general ledger posting?
89	x		Are checks received immediately stamped "For Deposit Only"?
90	x		Are employees prohibited from cashing checks or paying for things out of receipts so that the money received can be deposited exactly as it comes in?
91	x		Do you have a system for reviewing and approving purchases and payments in writing before they are made?
92	x		Do you have any petty cash on hand? How much? How is it funded?
93	x		Do you require two signatures on all checks, or checks over a certain dollar amount? Are check signers designated by the Governing Board?
94	x		Are all invoices approved by the Governing Board prior to payment? Are there invoices paid on consent approval? Yes
95	x		Can paid invoices be readily retrieved from the filing system by the bookkeeper?
96	x		Does the person preparing the checks attach documentation to each check before presenting them for signatures?
97	x		Are invoices marked "PAID" along with the date paid and check number written on the invoice before being filed?
98	x		Are all bank accounts authorized by the Board and are they FDIC insured?
99	x		Are all deposits over \$100,000 collateralized by the bank for the amounts in excess of \$100,000?
100	x		Does every bank statement reconcile with deposit slips and canceled checks as well as balance verified with the general ledger?
101			Who all reviews the monthly financial records? Treasurer and Council
102	x		Are all employees required to submit a time sheet prior to payment?
103	x		Are all employees involved with the system paid from water revenues?
104	x		Are the amounts withheld from employees pay promptly sent to the appropriate authority?
Governing Board Capacity			
105	x		Has the governing body visited the system facilities?
106	x		Does the governing body meet at regularly scheduled meetings?
107		x	Does the system operator provide the Board with monthly reports to include gallons pumped, gallons consumed, number of new connections, compliance violations, consumer complaints, test results, system status (including repairs made and needed) and future concerns? (Pre & Post Improvements)
108	x		Does the system operator clearly have one supervisor for day-to-day supervision?
109	x		Do you have a written personnel policy?
110	x		Does the System designate any employees as exempt under the FLSA?
111	x		Does the Board annually review staff performance?
112	x		Does the Board actively participate in the budget and rate setting process?
113	x		Does the Board have written policies to handle complaints?

Supplemental Information			
114	x		Previous two fiscal years audit or compilation report (Pre & Post Improvements)
115	x		Previous two fiscal years budget (Pre & Post Improvements)
116	x		Current fiscal year budget
117	x		Rate ordinance/user agreement
118	x		Service connection ordinance/rules (Pre & Post Improvements)
119		N/A	By-Laws (non municipal) (Pre & Post Improvements)
120		N/A	Minutes of the annual meeting
121		N/A	Copy of purchase water contract.
122		N/A	Copies of operator's monthly reports (Pre & Post Improvements)
123	x		<p>Operating Ratio = Operating Expenses / Net Sales. The operating ratio is also an indirect measure of efficiency. The lower the ratio, the more efficiently the company is creating profits. The smaller the ratio, the greater the organization's ability to generate profit if revenues decrease. When using this ratio, however, you should be aware that it doesn't take debt repayment or capital investment into account. .92</p>

DHHS Capacity Development Coordinator

I have reviewed the above information and the assessment showed that their Technical, Financial, and Managerial (TFM) capability of the Public Water System meets the requirements of the Safe Drinking Water Act.

DHHS Field Services Program Manager

I have reviewed the above noted findings and agree with the statement that their TFM capability meets the requirements of the Safe Drinking Water Act.

If the above are not signed, then Initial TFM Assessment was not satisfactory, and those signatures will not be made until the Final TFM Assessment is acceptable.



AGENDA MEMO

Item #	4	Body	ALBION CITY COUNCIL
Subject	4.OPEN PUBLIC HEARING FOR 2020/2021 BUDGET ADOPTION •APPROVE RESOLUTION 112(20), APPROVING AND ADOPTING THE 2020/2021 BUDGET STATEMENT, INCLUDING AN ADDITIONAL 1% INCREASE OF RESTRICTED FUNDS AUTHORITY, AND SETTING THE 2020/2021 PROPERTY TAX REQUEST •APPROVE 2020-21 CAPITAL IMPROVEMENTS PLAN	Meeting Date	9/8/2020
Presenter(s)			
Background Information	Enclosed		
Discussion			
Motion	To introduce and adopt resolution 112(20)		
2nd			
Roll Call	Porter _____ Hoefer _____ Johnson _____ Kohtz _____		
Motion	To approve the 2020/2021 Capital Improvement Plan		
2nd			
Roll Call	Kohtz _____ Johnson _____ Porter _____ Hoefer _____		
Summary of Decision			

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**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF ALBION,
NEBRASKA, ADOPTING THE 2020-21 BUDGET STATEMENT AND APPROVING
THE 2020-2021 PROPERTY TAX REQUEST.**

WHEREAS, Nebraska Revised Statute 77-1601.02 provides that the governing body of the City of Albion may set its property tax request by passing a resolution or ordinance setting the tax request by a majority vote; and,

WHEREAS, Nebraska Revised Statute 77-1601.02 also provides that any resolution or ordinance setting a political subdivision's property tax request at an amount that exceeds the political subdivision's property tax request in the prior year shall include specific information as outlined within paragraph (4) of Nebraska Revised Statute 77-1601.02; and,

WHEREAS, a special public hearing was held as required by law to hear and consider comments concerning the proposed 2020-21 budget statement including the proposed property tax request; and,

WHEREAS, it is in the best interests of the City of Albion that the property tax request for the current year to be different amount than the property tax request for the prior year.

NOW, THEREFORE, the Governing Body of the City of Albion, by a majority vote, resolves that:

1. The 2020-21 budget statement is hereby adopted, including an additional 1% increase of restricted funds authority;
2. The 2020-2021 property tax request be set at \$599,080;
3. The total assessed value of property differs from last year's total assessed value by 0%;
4. The tax rate which would levy the same amount of property taxes as last year, when multiplied by the new total assessed value of property, would be \$.378696 per \$100 of assessed value;
5. The City of Albion proposes to adopt a property tax request that will cause its tax rate to be \$.385432 per \$100 of assessed value;
6. Based on the proposed property tax request and changes in other revenue, the total operating budget of the City of Albion will decrease from last year's by 3%;
7. A copy of this resolution and adopted budget statement be certified and forwarded to the County Clerk on or before October 13, 2020; and,
8. A copy of this resolution and adopted budget statement be certified and forwarded to the State of Nebraska Auditor of Public Accounts on or before September 20, 2020.

Council Member ____ made a motion to introduce and adopt Resolution # 112 (20), seconded by Council Member _____.

Vote: Yes: _____; No: None.

PASSED AND APPROVED this 8th day of September, 2020.

CITY OF ALBION, NEBRASKA

[SEAL]

By: _____
Mayor

ATTEST:

By: _____
Clerk

CITY OF ALBION, NEBRASKA

**BUDGET FORM AND INDEPENDENT
ACCOUNTANT'S COMPILATION REPORT**

Year Ending September 30, 2021



INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

To the Honorable Mayor and City Council
City of Albion, Nebraska

Management is responsible for the accompanying financial forecasts of the City of Albion, which comprise forecasted information for the years ended September 30, 2021 and 2020, included in the accompanying prescribed form and the related summary of significant forecast assumptions in accordance with guidelines for the presentation of a financial forecast established by the American Institute of Certified Public Accountants (AICPA).

Management also is responsible for the accompanying historical financial statements of the City of Albion, which comprise the financial information for the year ended September 30, 2019, included in the accompanying prescribed form.

We have performed the compilation engagements in accordance with Statements on Standards for Accounting and Review Services, promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit, examine, or review the forecast or the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on the financial forecasts and historical financial statements included in the accompanying prescribed form.

The financial forecasts and historical financial statements included in the accompanying prescribed form are presented in accordance with the requirements of the State of Nebraska Budget Act, and are not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America.

The forecasted results may not be achieved, as there will usually be differences between the forecasted and actual results because events and circumstances frequently do not occur as expected, and these differences may be material. We have no responsibility to update this report for events and circumstances occurring after the date of this report.

SHAREHOLDERS:

Robert D. Almquist
Phillip D. Maltzahn
Marcy J. Luth
Heidi A. Ashby
Christine R. Shenk
Michael E. Hoback
Joseph P. Stump
Kyle R. Overturf
Tracy A. Cannon

1203 W 2nd Street
P.O. Box 1407
Grand Island, NE 68802
P 308-381-1810
F 308-381-4824
EMAIL cpa@gicpas.com

Management has elected to omit the summary of significant accounting policies and substantially all the disclosures required by guidelines for the presentation of a forecast established by the AICPA other than those related to the significant assumptions. If the omitted summary of significant accounting policies and disclosures were included in the forecast, they might influence the user's conclusions about the City's results of operations for the forecast periods. Accordingly, this forecast is not designed for those who are not informed about such matters.

This report is intended solely for the information and use of management of the City of Albion and the State of Nebraska Auditor of Public Accounts and is not intended to be and should not be used by anyone other than these specified parties.

AMGLP.C.

Grand Island, Nebraska
August 26, 2020

2020-2021
STATE OF NEBRASKA
CITY/VILLAGE BUDGET FORM

City of Albion
 TO THE COUNTY BOARD AND COUNTY CLERK OF
 Boone County

This budget is for the Period October 1, 2020 through September 30, 2021

Upon Filing, The Entity Certifies the Information Submitted on this Form to be Correct:

The following **PERSONAL AND REAL PROPERTY TAX** is requested for the ensuing year:

\$	519,615.00	Property Taxes for Non-Bond Purposes
\$	79,465.00	Principal and Interest on Bonds
\$	599,080.00	Total Personal and Real Property Tax Required

\$ 155,467,077 **Total Certified Valuation (All Counties)**
 (Certification of Valuation(s) from County Assessor **MUST** be attached)

County Clerk's Use ONLY

Projected Outstanding Bonded Indebtedness as of October 1, 2020
 (As of the Beginning of the Budget Year)

Principal	\$ 5,740,000.00
Interest	\$ 1,035,326.25
Total Bonded Indebtedness	\$ 6,775,326.25

Report of Joint Public Agency & Interlocal Agreements

Was this Subdivision involved in any Interlocal Agreements or Joint Public Agencies for the reporting period of July 1, 2019 through June 30, 2020?

☒ YES

☐ NO

If YES, Please submit Interlocal Agreement Report by September 20th.

Report of Trade Names, Corporate Names & Business Names

Did the Subdivision operate under a separate Trade Name, Corporate Name, or other Business Name during the period of July 1, 2019 through June 30, 2020?

☐ YES

☒ NO

If YES, Please submit Trade Name Report by September 20th.

APA Contact Information

Auditor of Public Accounts
 State Capitol, Suite 2303
 Lincoln, NE 68509

Telephone: (402) 471-2111 **FAX:** (402) 471-3301

Website: www.auditors.nebraska.gov

Questions - E-Mail: Deann.Haeffner@nebraska.gov

Submission Information

Budget Due by 9-20-2020

Submit budget to:

1. Auditor of Public Accounts -Electronically on Website or Mail
2. County Board (SEC. 13-508), C/O County Clerk

City of Albion in Boone County

Line No.	Beginning Balances, Receipts, & Transfers	Actual 2018 - 2019 (Column 1)	Actual/Estimated 2019 - 2020 (Column 2)	Adopted Budget 2020 - 2021 (Column 3)
1	Net Cash Balance	\$ 2,270,416.00	\$ 2,354,930.00	\$ 2,364,311.00
2	Investments	\$ 1,542,364.00	\$ 1,133,759.00	\$ 1,145,000.00
3	County Treasurer's Balance	\$ 12,775.00	\$ 17,212.00	\$ 17,000.00
4	Beginning Balance Proprietary Function Funds (Only If Page 6 is Used)	\$ -	\$ -	\$ -
5	Subtotal of Beginning Balances (Lines 1 thru 4)	\$ 3,825,555.00	\$ 3,505,901.00	\$ 3,526,311.00
6	Personal and Real Property Taxes (Columns 1 and 2 - See Preparation Guidelines)	\$ 486,514.00	\$ 546,300.00	\$ 593,149.00
7	Federal Receipts	\$ -	\$ -	\$ -
8	State Receipts: Motor Vehicle Pro-Rate	\$ 1,084.00	\$ 1,125.00	\$ 1,125.00
9	State Receipts: MIRF	\$ -	\$ -	\$ -
10	State Receipts: Highway Allocation and Incentives	\$ 217,575.00	\$ 226,070.00	\$ 203,020.00
11	State Receipts: Motor Vehicle Fee	\$ 16,473.00	\$ 16,440.00	\$ 16,000.00
12	State Receipts: State Aid	\$ -	\$ -	
13	State Receipts: Municipal Equalization Aid	\$ -	\$ -	\$ -
14	State Receipts: Other	\$ -	\$ -	\$ -
15	State Receipts: Property Tax Credit	\$ 37,197.00	\$ 40,000.00	
16	Local Receipts: Nameplate Capacity Tax	\$ -	\$ -	\$ -
17	Local Receipts: Motor Vehicle Tax	\$ 47,995.00	\$ 45,880.00	\$ 45,000.00
18	Local Receipts: Local Option Sales Tax	\$ 665,675.00	\$ 55,050.00	\$ 677,550.00
19	Local Receipts: In Lieu of Tax	\$ 110,585.00	\$ 110,380.00	\$ 107,500.00
20	Local Receipts: Other	\$ 5,457,261.00	\$ 2,572,345.00	\$ 1,427,810.00
21	Transfers In of Surplus Fees	\$ -	\$ -	\$ -
22	Transfers In Other Than Surplus Fees	\$ 747,145.00	\$ 1,209,206.00	\$ 1,147,024.00
23	Proprietary Function Funds (Only if Page 6 is Used)	\$ -	\$ -	\$ -
24	Total Resources Available (Lines 5 thru 23)	\$ 11,613,059.00	\$ 8,328,697.00	\$ 7,744,489.00
25	Total Disbursements & Transfers (Line 22, Pg 3, 4 & 5)	\$ 8,107,158.00	\$ 4,802,386.00	\$ 5,308,788.00
26	Balance Forward/Cash Reserve (Line 24 MINUS Line 25)	\$ 3,505,901.00	\$ 3,526,311.00	\$ 2,435,701.00
27	Cash Reserve Percentage			77%
PROPERTY TAX RECAP		Tax from Line 6		\$ 593,149.00
		County Treasurer Commission at 1%		\$ 5,931.00
		Total Property Tax Requirement		\$ 599,080.00

City of Albion in Boone County

To Assist the County For Levy Setting Purposes

The Cover Page identifies the Property Tax Request between Principal & Interest on Bonds and All Other Purposes. If your municipality needs more of a breakdown for levy setting purposes, complete the section below.

Property Tax Request by Fund:

	Property Tax Request
General Fund	\$ 519,615.00
Bond Fund	\$ 79,465.00
_____ Fund	_____
_____ Fund	_____
Total Tax Request	** \$ 599,080.00

** This Amount should agree to the Total Personal and Real Property Tax Required on the Cover Page 1.

Cash Reserve Funds

Statute 13-503 says cash reserve means funds required for the period before revenue would become available for expenditure but shall not include funds held in any special reserve fund. If the cash reserve on Page 2 exceeds 50%, you can list below funds being held in a special reserve fund.

Special Reserve Fund Name	Amount
Special Revenue Funds	\$ 601,582.00
Bond Fund	\$ 207,555.00
Enterprise Funds	\$ 977,430.00
_____	_____
Total Special Reserve Funds	\$ 1,786,567.00
Total Cash Reserve	\$ 2,435,701.00
Remaining Cash Reserve	\$ 649,134.00
Remaining Cash Reserve %	21%

Documentation of Transfers of Surplus Fees:

(Only complete if Transfers of Surplus Fees Were Budgeted)

Please explain where the monies will be transferred from, where the monies will be transferred to, and the reason for the transfer.

Transfer From:

Transfer To:

Amount: \$

Reason:

Transfer From:

Transfer To:

Amount: \$

Reason:

Transfer From:

Transfer To:

Amount: \$

Reason:

City of Albion in Boone County

Line No.	2020-2021 ADOPTED BUDGET Disbursements & Transfers	Operating Expenses (A)	Capital Improvements (B)	Other Capital Outlay (C)	Debt Service (D)	Other (E)	TOTAL
1	Governmental:						
2	General Government	\$ 406,540.00	\$ -	\$ 30,181.00	\$ -	\$ 210,086.00	\$ 646,807.00
3	Public Safety - Police and Fire	\$ 422,220.00	\$ -	\$ 264,540.00	\$ -	\$ 112,500.00	\$ 799,260.00
4	Public Safety - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	Public Works - Streets	\$ 362,121.00	\$ 329,310.00	\$ 37,430.00	\$ -	\$ 120,388.00	\$ 849,249.00
6	Public Works - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	Public Health and Social Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	Culture and Recreation	\$ 325,165.00	\$ -	\$ 91,025.00	\$ -	\$ 61,350.00	\$ 477,540.00
9	Community Development	\$ 2,500.00	\$ -	\$ -	\$ -	\$ 8,500.00	\$ 11,000.00
10	Miscellaneous	\$ 318,050.00	\$ -	\$ -	\$ 339,892.00	\$ 500,600.00	\$ 1,158,542.00
11	Business-Type Activities:						
12	Airport	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	Nursing Home	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14	Hospital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Electric Utility	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16	Solid Waste	\$ 211,675.00	\$ -	\$ -	\$ -	\$ 23,600.00	\$ 235,275.00
17	Transportation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	Wastewater	\$ 205,045.00	\$ 129,000.00	\$ -	\$ 217,855.00	\$ 110,000.00	\$ 661,900.00
19	Water	\$ 299,565.00	\$ -	\$ 126,190.00	\$ 43,460.00	\$ -	\$ 469,215.00
20	Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	Proprietary Function Funds (Page 6)					\$ -	\$ -
22	Total Disbursements & Transfers (Lns 2 thru 21)	\$ 2,552,881.00	\$ 458,310.00	\$ 549,366.00	\$ 601,207.00	\$ 1,147,024.00	\$ 5,308,788.00

(A) **Operating Expenses** should include Personal Services, Operating Expenses, Supplies and Materials, and Equipment Rental.

(B) **Capital Improvements** should include acquisition of real property or acquisition, construction, or extension of any improvements on real property.

(C) **Other Capital Outlay** should include other items to be inventoried (i.e. equipment, vehicles, etc.).

(D) **Debt Service** should include Bond Principal and Interest Payments, Payments to Retirement Interest-Free Loans from NDA (Airports) and other debt payments.

(E) **Other** should include Judgments, Transfers, Transfers of Surplus Fees, and Proprietary Function Funds if a separate budget is filed.

City of Albion in Boone County

Line No.	2019-2020 ACTUAL/ESTIMATED Disbursements & Transfers	Operating Expenses (A)	Capital Improvements (B)	Other Capital Outlay (C)	Debt Service (D)	Other (E)	TOTAL
1	Governmental:						
2	General Government	\$ 345,735.00	\$ -	\$ 20,001.00	\$ -	\$ 142,040.00	\$ 507,776.00
3	Public Safety - Police and Fire	\$ 388,550.00	\$ -	\$ 63,010.00	\$ -	\$ 14,000.00	\$ 465,560.00
4	Public Safety - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	Public Works - Streets	\$ 299,911.00	\$ 275,000.00	\$ 155,100.00	\$ -	\$ 132,208.00	\$ 862,219.00
6	Public Works - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	Public Health and Social Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	Culture and Recreation	\$ 269,240.00	\$ -	\$ 90,620.00	\$ -	\$ 321,625.00	\$ 681,485.00
9	Community Development	\$ 100.00	\$ -	\$ -	\$ -	\$ 10,750.00	\$ 10,850.00
10	Miscellaneous	\$ 55,047.00	\$ -	\$ -	\$ 340,705.00	\$ 518,753.00	\$ 914,505.00
11	Business-Type Activities:						
12	Airport	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	Nursing Home	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14	Hospital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Electric Utility	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16	Solid Waste	\$ 203,400.00	\$ -	\$ -	\$ -	\$ -	\$ 203,400.00
17	Transportation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	Wastewater	\$ 207,785.00	\$ -	\$ -	\$ 236,001.00	\$ 59,830.00	\$ 503,616.00
19	Water	\$ 227,615.00	\$ -	\$ 359,520.00	\$ 55,840.00	\$ 10,000.00	\$ 652,975.00
20	Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	Proprietary Function Funds					\$ -	\$ -
22	Total Disbursements & Transfers (Ln 2 thru 21)	\$ 1,997,383.00	\$ 275,000.00	\$ 688,251.00	\$ 632,546.00	\$ 1,209,206.00	\$ 4,802,386.00

- (A) **Operating Expenses** should include Personal Services, Operating Expenses, Supplies and Materials, and Equipment Rental.
- (B) **Capital Improvements** should include acquisition of real property or acquisition, construction, or extension of any improvements on real property.
- (C) **Other Capital Outlay** should include other items to be inventoried (i.e. equipment, vehicles, etc.).
- (D) **Debt Service** should include Bond Principal and Interest Payments, Payments to Retirement Interest-Free Loans from NDA (Airports) and other debt payments.
- (E) **Other** should include Judgments, Transfers, Transfers of Surplus Fees, and Proprietary Function Funds if a separate budget is filed.

City of Albion in Boone County

Line No.	2018-2019 ACTUAL Disbursements & Transfers	Operating Expenses (A)	Capital Improvements (B)	Other Capital Outlay (C)	Debt Service (D)	Other (E)	TOTAL
1	Governmental:						
2	General Government	\$ 576,253.00	\$ -	\$ -	\$ -	\$ 77,810.00	\$ 654,063.00
3	Public Safety - Police and Fire	\$ 347,287.00	\$ -	\$ 167,034.00	\$ -	\$ -	\$ 514,321.00
4	Public Safety - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	Public Works - Streets	\$ 333,147.00	\$ -	\$ 24,552.00	\$ -	\$ 130,270.00	\$ 487,969.00
6	Public Works - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	Public Health and Social Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	Culture and Recreation	\$ 238,803.00	\$ 147,592.00	\$ 21,154.00	\$ -	\$ -	\$ 407,549.00
9	Community Development	\$ 4,722.00	\$ -	\$ -	\$ -	\$ 31,154.00	\$ 35,876.00
10	Miscellaneous	\$ 47,500.00	\$ -	\$ -	\$ 1,716,577.00	\$ 507,911.00	\$ 2,271,988.00
11	Business-Type Activities:						
12	Airport	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	Nursing Home	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14	Hospital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Electric Utility	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16	Solid Waste	\$ 204,813.00	\$ -	\$ -	\$ -	\$ -	\$ 204,813.00
17	Transportation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	Wastewater	\$ 186,839.00	\$ 350,757.00	\$ -	\$ 2,425,149.00	\$ -	\$ 2,962,745.00
19	Water	\$ 182,944.00	\$ 331,590.00	\$ -	\$ 53,300.00	\$ -	\$ 567,834.00
20	Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	Proprietary Function Funds					\$ -	\$ -
22	Total Disbursements & Transfers (Ln 2 thru 21)	\$ 2,122,308.00	\$ 829,939.00	\$ 212,740.00	\$ 4,195,026.00	\$ 747,145.00	\$ 8,107,158.00

- (A) **Operating Expenses** should include Personal Services, Operating Expenses, Supplies and Materials, and Equipment Rental.
- (B) **Capital Improvements** should include acquisition of real property or acquisition, construction, or extension of any improvements on real property.
- (C) **Other Capital Outlay** should include other items to be inventoried (i.e. equipment, vehicles, etc.).
- (D) **Debt Service** should include Bond Principal and Interest Payments, Payments to Retirement Interest-Free Loans from NDA (Airports) and other debt payments.
- (E) **Other** should include Judgments, Transfers, Transfers of Surplus Fees, and Proprietary Function Funds if a separate budget is filed.

2020-2021 SUMMARY OF PROPRIETARY FUNCTION FUNDS

THIS SPACE FOR USE OF PROPRIETARY FUNCTION FUNDS ONLY

NOTE: State Statute Section 13-504 requires a uniform summary of the proposed budget statement including each proprietary function fund included in a separate proprietary budget statement prepared pursuant to the Municipal Proprietary Function Act. Proprietary function shall mean a water supply or distribution utility, a waste-water collection or treatment utility, an electric generation, transmission, or distribution utility, a gas supply, transmission, or distribution utility, an integrated solid waste management collection, disposal, or handling utility, or a hospital or a nursing home owned by a municipality.

CORRESPONDENCE INFORMATION

ENTITY OFFICIAL ADDRESS

If no official address, please provide address where correspondence should be sent

NAME	City of Albion
ADDRESS	420 W Market Street
CITY & ZIP CODE	Albion, 68620
TELEPHONE	402-395-2428
WEBSITE	www.albionne.com

	BOARD CHAIRPERSON	CLERK/TREASURER/SUPERINTENDENT/OTHER	PREPARER
NAME	James Jarecki	Andrew Devine	Michael Hoback, CPA
TITLE /FIRM NAME	Mayor	Administrator	AMGL, P.C.
TELEPHONE	402-741-0120	402-395-2428	308-381-1810
EMAIL ADDRESS	n/a	Administrator@CityofAlbion-NE.com	mhoback@gicpas.com

For Questions on this form, who should we contact (please √ one): Contact will be via email if supplied.

- ☐ Board Chairperson
- ☐ Clerk / Treasurer / Superintendent / Other
- ☒ Preparer

City of Albion in Boone County

2020-2021 LID SUPPORTING SCHEDULE

Calculation of Restricted Funds

Total Personal and Real Property Tax Requirements	(1)	\$	599,080.00
Motor Vehicle Pro-Rate	(2)	\$	1,125.00
In-Lieu of Tax Payments	(3)	\$	107,500.00
Prior Year Budgeted Capital Improvements that were excluded from Restricted Funds.			
Prior Year Capital Improvements Excluded from Restricted Funds (From Prior Year Lid Support, Line (17))		\$	- (4)
LESS: Amount Spent During 2019-2020		\$	- (5)
LESS: Amount Expected to be Spent in Future Budget Years		\$	- (6)
Amount to be included as Restricted Funds (<i>Cannot Be A Negative Number</i>)	(7)	\$	-
Motor Vehicle Tax	(8)	\$	45,000.00
Local Option Sales Tax	(9)	\$	677,550.00
Transfers of Surplus Fees	(10)	\$	-
Highway Allocation and Incentives	(11)	\$	203,020.00
MIRF	(12)	\$	-
Motor Vehicle Fee	(13)	\$	16,000.00
Municipal Equalization Fund	(14)	\$	-
Insurance Premium Tax	(15)	\$	-
Nameplate Capacity Tax	(15a)	\$	-
TOTAL RESTRICTED FUNDS (A)	(16)	\$	1,649,275.00

Lid Exceptions

Capital Improvements (Real Property and Improvements on Real Property)		\$	- (17)
LESS: Amount of prior year capital improvements that were excluded from previous lid calculations but were not spent and now budgeted this fiscal year (<i>cannot exclude same capital improvements from more than one lid calculation.</i>)		\$	- (18)
Agrees to Line (6).		\$	- (18)
Allowable Capital Improvements	(19)	\$	-
Bonded Indebtedness	(20)	\$	-
Public Facilities Construction Projects (Statutes 72-2301 to 72-2308)	(21)	\$	-
Interlocal Agreements/Joint Public Agency Agreements	(22)	\$	-
Public Safety Communication Project (Statute 86-416)	(23)	\$	-
Payments to Retire Interest-Free Loans from the Department of Aeronautics (Public Airports Only)	(24)	\$	-
Judgments	(25)	\$	-
Refund of Property Taxes to Taxpayers	(26)	\$	-
Repairs to Infrastructure Damaged by a Natural Disaster	(27)	\$	-
TOTAL LID EXCEPTIONS (B)	(28)	\$	-

TOTAL RESTRICTED FUNDS

For Lid Computation

(To Line 9 of the Lid Computation Form)

To Calculate: Total Restricted Funds (A)-Line 16 MINUS Total Lid Exceptions (B)-Line 28

\$ 1,649,275.00

Total Restricted Funds for Lid Computation **cannot** be less than zero. See Instruction Manual on completing the Lid Supporting Schedule.

2020-2021 CAPITAL IMPROVEMENT LID EXEMPTIONS

See Independent Accountant's Compilation Report and Summary of Significant Forecast Assumption **Page 10**

Municipality Levy Limit Form

City of Albion in Boone County

Municipality Levy

Personal and Real Property Tax Request	(1)		599,080.00
Judgments (Not Paid by Liability Insurance)	(2)	0.00	
Pre-Existing Lease - Purchase Contracts-7/98	(3)	0.00	
Bonded Indebtedness	(4)	79,465.00	
Interest Free Financing (Public Airports)	(5)	0.00	
	(6)	<u>0.00</u>	
Total Levy Exemptions	(7)		<u>79,465.00</u>
Tax Request Subject to Levy Limit	(8)		519,615.00
Valuation	(9)		<u>155,467,077</u>
Municipality Levy Subject to Levy Authority	(10)		0.334228
Levy Authority Allocated to Others-			
Airport Authority	(11)		0.019297
Community Redevelopment Authority	(12)		0.000000
Transit Authority	(13)		0.000000
Off Street Parking District Valuation	(14)		
Off Street Parking District Levy	(15)	0.000000	0.000000
Other	(16)		<u>0.000000</u>
Total Levy for Compliance Purposes			<u><u>0.353525</u></u> (A)

Levy Authority

Municipality Levy Limit		0.450000
Municipality property taxes designated for interlocal agreements		<u>0.000000</u>
Total Municipality Levy Authority		<u><u>0.450000</u></u> (B)

Note: (A) must be less than (B) to be in compliance with the Statutes

This Form is to be completed to ensure compliance with the levy limits established in State Statute Section 77-3442. The levy limit applicable to municipalities is 45 cents plus 5 cents for interlocal agreements.

State Statute Section 86-416 allows for a special tax to fund Public Safety Communication projects, the tax has the same status as bonded indebtedness. State Statute 72-2301 through 72-2308 allows bonds to be issued for Public Facilities Construction Projects. Amounts should be included as Bonded Indebtedness on Line 7 above.

City of Albion
IN
Boone County, Nebraska

NOTICE OF BUDGET HEARING AND BUDGET SUMMARY
--

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Sections 13-501 to 13-513, that the governing body will meet on the 8th day of September 2020, at 7:30 o'clock P.M., at Albion City Hall for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to the following proposed budget. The budget detail is available at the office of the Clerk during regular business hours.

2018-2019 Actual Disbursements & Transfers	\$ 8,107,158.00
2019-2020 Actual/Estimated Disbursements & Transfers	\$ 4,802,386.00
2020-2021 Proposed Budget of Disbursements & Transfers	\$ 5,308,788.00
2020-2021 Necessary Cash Reserve	\$ 2,435,701.00
2020-2021 Total Resources Available	\$ 7,744,489.00
Total 2020-2021 Personal & Real Property Tax Requirement	\$ 599,080.00
Unused Budget Authority Created For Next Year	\$ 1,372,063.63

Breakdown of Property Tax:

Personal and Real Property Tax Required for Non-Bond Purposes	\$ 519,615.00
Personal and Real Property Tax Required for Bonds	\$ 79,465.00

NOTICE OF SPECIAL HEARING TO SET FINAL TAX REQUEST

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Section 77-1601.02, that the governing body will meet on the 8th day of September 2020, at 7:30 o'clock P.M., at Albion City Hall for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to setting the final tax request.

	2019	2020	Change
Operating Budget	5,466,592.00	5,308,788.00	-3%
Property Tax Request	\$ 588,747.00	\$ 599,080.00	2%
Valuation	154,760,624	155,467,077	0%
Tax Rate	0.380424	0.385342	1%
Tax Rate if Prior Tax Request was at Current Valuation	0.378696		

Guideline form provided by Nebraska Dept. of Revenue Property Assessment Division

**CERTIFICATION OF VALUE
FOR COMMUNITY REDEVELOPMENT PROJECTS
Or TAX INCREMENT FINANCING PROJECTS (TIF)
BASE AND EXCESS VALUE
TAX YEAR 2020**

{certification required annually}

TO:

CITY/CRA OF TIF PROJECTS LISTED BELOW

TIF BASE & EXCESS VALUE LOCATED IN THE CITY OF Albion.

LOCATED IN THE COUNTY OF BOONE.

Name of TIF PROJECT	TIF BASE VALUE	TIF EXCESS VALUE
C1601 TIF C.R. 2013 REDEL	591,840	2,751,675
TIF PETERSBURG REDE 2011	111,645	989,735
TIF PETERSBURG REDEV 2012	147,425	1,065,695
TIF PETERSBURG REDE 2013	6,010	715,015
TIF ST ED CBANK 2010	34,155	500,335
TIF ST EDWARD REDEV 2012	11,150	374,105
TIF 2013 ST ED REDEL	690,760	1,683,750
TIF ST ED STOCK BROS 2017	2,785	695,480
TIF ST ED SNCLR 2018(2019)	5,575	122,260

I BARB HANSON, BOONE County Assessor hereby certify that the valuation listed herein is, to the best of my knowledge and belief, the true and accurate BASE VALUE and EXCESS VALUE for the Community Redevelopment/Tax Increment Financing Projects (TIF) for the current year, pursuant to Neb. Rev. Stat. §§ 18-2148, 18-2149, and 13-509.

Barb Hanson



(signature of county assessor)

8/14/2020

(date)

CC: County Clerk, BOONE County

CC: County Treasurer, BOONE County

CITY OF ALBION, NEBRASKA

SUMMARY OF SIGNIFICANT FORECAST ASSUMPTIONS

For the Years Ending September 30, 2021 and 2020

Forecast results for years ending September 30, 2021 and 2020, were based on actual results from previous years, determined or anticipated additional requirements for the years ending September 30, 2021 and 2020, and input from management.

The forecast presents, to the best of management's knowledge and belief, the expected revenue and expenditures of the City of Albion for the forecast periods. Accordingly, the forecast reflects management's judgment as of August 26, 2020, the date of this forecast, of expected conditions and its expected course of action. The assumptions disclosed herein are those that management believes are significant to the forecast. There will usually be differences between the forecasted and actual results because events and circumstances frequently do not occur as expected, and those differences may be material.

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The Municipal Fiscal year is October 1st through September 30th.

Four Reports are enclosed in this draft:

1) Proposed Budget Summary by Department - Pages 2-13

*Identifies Major Revenue and Expenditure Areas in each department / fund.

*Also identifies **ESTIMATED** current year budget performance by department and applies any available surplus to 2020-21 proposed budget.

*All departments are estimated to perform at or better than budget for current fiscal year - 2019-20. (Note - sale of surplus pool property kept pool fund in the black this year)

*Governmental Funds as a whole are estimated to perform \$315,307 better than budgeted - available surplus to apply to 2020-21 budget.

*Note: Auditor recommended budgeting a spend down of approximately \$250,000 in General Fund cash for FY2020-21.

*Business-Type Funds (Utilities) are estimated to perform \$62,189 better than budgeted - available surplus to apply to 2020-21 budget and cash reserves, mainly due to financing the of Water project and refinancing of Sewer Plant debt.

2) Property Tax Summary - Page 14

*As proposed and estimated, the proposed budget would put the levy just over \$0.40/\$100 - which is less than 1 cent higher than last year.

*Proposed property tax asking to be \$12,895 more than last year.

*Certified valuation as preliminarily estimated is expected to be about 1% higher than last year.

3) Capital Project Plans by Department - Pages 15-18

*Lists Major Projects and Purchases that are either already planned or proposed for 2020-21 and beyond.

*Note - significant re-prioritization due to new projects: Hospital and Boone Beginnings Childcare Center

Preliminary 2020-2021 Budget - By Department

Column Descriptions:

*2019-20 BUDGET: Council Adopted Budget for Fiscal Year Oct 1, 2019 to Sep 30, 2020.

** Estimated 2019-2020: Estimated Performance for FY 2019-2020 utilizing current performance, forecast of last quarter, and historical data.

*** Difference: Illustrates difference in the budgeted v. estimated year end department Revenue, Expenditure, and overall performance.

**** Proposed 2020-21: Proposed Department Budgets - utilizing any expected surplus/cash reserve from current/previous years.

TOTAL EXPECTED 2019-20 BUDGET SURPLUS/CASH RESERVE FOR ALL CITY DEPARTMENTS TO CARRY FORWARD INTO 2020-21:					\$ 377,496.00
General Administration		2019-20 BUDGET	Estimated 2019-20	Difference	Proposed 2020-21
Property Tax Revenue	\$	-	\$ -		\$ -
In Lieu of Tax	\$	105,705.00	\$ 92,480.00		\$ 92,750.00
Municipal Equalization (State Aid)	\$	-	\$ -		\$ -
CDBG Grant Income	\$	-			\$ -
Building Permit Fees	\$	6,000.00	\$ 17,040.00		\$ 10,000.00
Other Revenue	\$	55,170.00	\$ 52,595.00		\$ 56,970.00
Franchise Fee Revenue	\$	255,400.00	\$ 186,745.00		\$ 187,100.00
Transfer In - Sinking Fund for Capital Outlay/Maintenance	\$	-	\$ -		\$ 19,806.00
Transfer In - Sales Tax	\$	9,514.00	\$ 10,375.00		\$ 10,375.00
Total Department Revenue	\$	431,789.00	\$ 359,235.00	\$ (72,554.00)	\$ 377,001.00
Operation & Maintenance	\$	148,934.00	\$ 125,405.00		\$ 179,190.00
CDBG Grant Expenditure	\$	-			\$ -
Capital Outlay (or transfer to future sinking fund)	\$	89,868.00	\$ 20,001.00		\$ 30,931.00
Transfers to Other Departments (10600 to Sewer, 80485 to Street, 20700 to Pool, 67985 to Park, 10,510 to Police)	\$	142,040.00	\$ 142,040.00		\$ 190,280.00
Payroll & Benefits	\$	223,605.00	\$ 220,330.00		\$ 226,600.00
Total Expenditures	\$	604,447.00	\$ 507,776.00	\$ (96,671.00)	\$ 627,001.00
Applied Cash Reserves	\$	172,658.00	\$ 172,658.00		\$ 250,000.00
Net Department Budget / Performance	\$	-	\$ 24,117.00	\$ 24,117.00	\$ -
					(FY Budget Surplus)

Street Department	2019-20 BUDGET	Estimated 2019-20	Difference	Proposed 2020-21
Property Tax Revenue	\$ 75,108.00	\$ 75,700.00		\$ 80,485.00
State Highway Allocation	\$ 223,920.00	\$ 210,000.00		\$ 201,520.00
Motor Vehicle Sales Tax	\$ 50,475.00	\$ 55,050.00		\$ 50,500.00
Motor Vehicle Tax	\$ 45,000.00	\$ 45,880.00		\$ 45,000.00
Motor Vehicle Fee	\$ 16,500.00	\$ 16,440.00		\$ 16,000.00
Transfer in - From Sales Tax Capital Improvements	\$ -	\$ 311,250.00		\$ 293,100.00
Transfer in - From General Administration	\$ 40,000.00	\$ 40,000.00		\$ 80,485.00
Transfer in - from Equipment Sinking Fund	\$ -	\$ -		\$ -
Debt Issuance	\$ 191,892.00	\$ -		\$ -
Other Revenue	\$ 86,108.00	\$ 2,280.00		\$ 8,000.00
Total Department Revenue	\$ 729,003.00	\$ 756,600.00	\$ 27,597.00	\$ 775,090.00
Operation & Maintenance	\$ 114,723.00	\$ 110,871.00		\$ 143,821.00
Capital Outlay (3/4 Ton Pickup w Blade)	\$ 140,000.00	\$ 155,100.00		\$ 37,430.00
Street Capital Improvements (Storm Sewer Phase III)	\$ 275,000.00	\$ 275,000.00		\$ 329,310.00
Street Maintenance Program	\$ 60,000.00	\$ 60,000.00		\$ 30,000.00
Transfer to Sinking Fund	\$ -	\$ 10,060.00		\$ -
Transfer to G.O. Bond Fund	\$ 122,148.00	\$ 122,148.00		\$ 120,388.00
Payroll & Benefits	\$ 196,910.00	\$ 129,040.00		\$ 188,300.00
Total Expenditures	\$ 908,781.00	\$ 862,219.00	\$ (46,562.00)	\$ 849,249.00
<u>Applied Cash Reserves</u>	<u>\$ 179,778.00</u>	<u>\$ 179,778.00</u>		<u>\$ 74,159.00</u>
Net Department Budget / Performance	\$ -	\$ 74,159.00	\$ 74,159.00	\$ -
			(FY Budget Surplus)	

Parks Department	2019-20 BUDGET	Estimated 2019-20	Difference	Proposed 2020-21
Property Tax Revenue	\$ 62,518.00	\$ 63,010.00		\$ 65,000.00
Camping Fees	\$ 12,500.00	\$ 20,410.00		\$ 12,500.00
Transfer in (from Sales Tax)	\$ 265,000.00	\$ -		\$ -
Transfer in (from General Fund)	\$ 14,000.00	\$ 14,000.00		\$ 67,985.00
Other Revenue	\$ 2,500.00	\$ 7,575.00		\$ 6,500.00
<u>Total Department Revenue</u>	<u>\$ 356,518.00</u>	<u>\$ 104,995.00</u>	<u>\$ (251,523.00)</u>	<u>\$ 151,985.00</u>
Operation & Maintenance	\$ 95,500.00	\$ 75,315.00		\$ 108,195.00
Capital Outlay (2019-20 - Mower, Ballfield Fences) (2020-21 Grounds Equipment, Accessible Play Equip)	\$ 281,239.00	\$ 20,026.00		\$ 35,500.00
Transfer to Sinking	\$ 10,000.00	\$ 10,000.00		\$ 10,000.00
Payroll	\$ 40,695.00	\$ 31,360.00		\$ 37,500.00
<u>Total Expenditures</u>	<u>\$ 427,434.00</u>	<u>\$ 136,701.00</u>	<u>\$ (290,733.00)</u>	<u>\$ 191,195.00</u>
<u>Applied Cash Reserves</u>	<u>\$ 70,916.00</u>	<u>\$ 70,916.00</u>		<u>\$ 39,210.00</u>
Net Department Budget	\$ -	\$ 39,210.00	\$ 39,210.00	\$ -
			(FY Budget Surplus)	

Pool Department	2019-20 BUDGET	Estimated 2019-20	Difference	Proposed 2020-21
Property Tax Revenue	\$ -	\$ -		\$ -
Transfer in from General Fund	\$ 18,230.00	\$ 18,230.00		\$ 20,700.00
Admission Fees	\$ 27,650.00	\$ 17,000.00		\$ 27,650.00
Transfer In From Municipal Lottery	\$ 6,500.00	\$ 10,750.00		\$ 8,500.00
Transfer In From Sinking Fund - for Improvements/Maintenance	\$ 63,580.00	\$ -		\$ 41,200.00
Sale of Surplus Property	\$ -	\$ 105,600.00		\$ -
Other Revenue	\$ 9,000.00	\$ 3,100.00		\$ 9,000.00
Total Department Revenue	\$ 124,960.00	\$ 154,680.00	\$ 29,720.00	\$ 107,050.00
Operation & Maintenance	\$ 33,650.00	\$ 27,410.00		\$ 34,250.00
Capital Outlay and Maintenance	\$ 50,000.00	\$ 27,565.00		\$ 34,200.00
Transfer to Capital/Maintenance Sinking Fund	\$ -	\$ 70,595.00		\$ -
Payroll	\$ 39,200.00	\$ 27,000.00		\$ 38,600.00
Total Expenditures	\$ 122,850.00	\$ 152,570.00	\$ 29,720.00	\$ 107,050.00
Applied Cash Reserves	\$ (2,110.00)	\$ (2,110.00)		\$ -
Net Department Budget	\$ -	\$ -	\$ -	\$ -
			(FY Budget Surplus)	

Police Department	2019-20 BUDGET	Estimated 2019-20	Difference	Proposed 2020-21
Property Tax Revenue	\$ 254,142.00	\$ 256,130.00		\$ 293,535.00
Transfer in - From General Administration	\$ 69,810.00	\$ 69,810.00		\$ 10,510.00
Transfer in - From Sales Tax (Building/Equip/Maint)	\$ 19,027.00	\$ 20,750.00		\$ 20,750.00
Transfer In - from Sinking Fund (Building/Equip/Maint)	\$ -	\$ -		\$ -
Other Revenue	\$ 9,475.00	\$ 5,770.00		\$ 6,025.00
Total Department Revenue	\$ 352,454.00	\$ 352,460.00	\$ 6.00	\$ 330,820.00
Operation & Maintenance	\$ 33,200.00	\$ 39,520.00		\$ 33,350.00
Capital Outlay - (Radios, Record Management Software)	\$ 22,000.00	\$ 22,000.00		\$ 7,790.00
Transfer to Building/Equipment/Maintenance Sinking Fund	\$ -	\$ 14,000.00		\$ -
Payroll & Benefits	\$ 283,805.00	\$ 263,450.00		\$ 289,720.00
Total Expenditures	\$ 339,005.00	\$ 338,970.00	\$ (35.00)	\$ 330,860.00
Applied Cash Reserves	\$ (13,449.00)	\$ (13,449.00)		\$ 41.00
Net Department Budget	\$ -	\$ 41.00	\$ 41.00	\$ 1.00
			(FY Budget Surplus)	

Fire Department	2019-20 BUDGET	Estimated 2019-20	Difference	Proposed 2020-21
Property Tax Revenue	\$ 10,846.00	\$ 10,930.00		\$ 6,446.00
* Transfer in - From Sales Tax	\$ 57,082.00	\$ 62,250.00		\$ 62,250.00
Transfer in - From Equipment Reserve	\$ -	\$ -		\$ 112,500.00
Rural Reimbursement	\$ 47,890.00	\$ 45,785.00		\$ 169,575.00
Possible Grant Revenue	\$ -	\$ -		\$ -
Other Revenue	\$ 1,460.00	\$ 5,210.00		\$ 1,460.00
<u>Total Department Revenue</u>	<u>\$ 117,278.00</u>	<u>\$ 124,175.00</u>	<u>\$ 6,897.00</u>	<u>\$ 352,231.00</u>
Operation	\$ 64,530.00	\$ 62,540.00		\$ 66,650.00
Possible Grant Expenditure	\$ -	\$ -		\$ -
* Equipment Purchases, Maintenance, or Transfer to Equipment Reserve	\$ 57,082.00	\$ 62,250.00		\$ 287,250.00
Payroll	\$ 1,750.00	\$ 1,800.00		\$ 2,000.00
<u>Total Expenditures</u>	<u>\$ 123,362.00</u>	<u>\$ 126,590.00</u>	<u>\$ 3,228.00</u>	<u>\$ 355,900.00</u>
<u>Applied Cash Reserves</u>	<u>\$ 6,084.00</u>	<u>\$ 6,084.00</u>		<u>\$ 3,669.00</u>
Net Department Budget	\$ -	\$ 3,669.00	\$ 3,669.00	\$ -
			(FY Budget Surplus)	

Library	2019-20 BUDGET	Estimated 2019-20	Difference	Proposed 2020-21
Property Tax Revenue	\$ 81,000.00	\$ 81,630.00		\$ 69,005.00
Transfer in - From Sales Tax	\$ 9,514.00	\$ 10,375.00		\$ 10,375.00
Transfer in - From Sinking Fund	\$ -	\$ -		\$ 20,150.00
Other Revenue	\$ 3,625.00	\$ 3,525.00		\$ 3,625.00
<u>Total Department Revenue</u>	<u>\$ 94,139.00</u>	<u>\$ 95,530.00</u>	<u>\$ 1,391.00</u>	<u>\$ 103,155.00</u>
Operation & Maintenance	\$ 29,850.00	\$ 15,690.00		\$ 29,400.00
Collection Additions	\$ 10,500.00	\$ 7,450.00		\$ 10,500.00
Capital Outlay/Transfer to Sinking Fund	\$ 9,514.00	\$ 10,375.00		\$ 30,525.00
Payroll	\$ 44,500.00	\$ 47,450.00		\$ 47,520.00
<u>Total Expenditures</u>	<u>\$ 94,364.00</u>	<u>\$ 80,965.00</u>	<u>\$ (13,399.00)</u>	<u>\$ 117,945.00</u>
<u>Applied Cash Reserves</u>	<u>\$ 225.00</u>	<u>\$ 225.00</u>		<u>\$ 14,790.00</u>
Net Department Budget	\$ -	\$ 14,790.00	\$ 14,790.00	\$ -
			(FY Budget Surplus)	

Water Department	2019-20 BUDGET	Estimated 2019-20	Difference	Proposed 2020-21
Property Tax Revenue	\$ -			\$ -
Water Revenues (Recommend 0% Rate increase)	\$ 242,100.00	\$ 240,240.00		\$ 241,950.00
Transfer in - From Sinking Fund	\$ -			\$ -
Transfer in - From Sales Tax	\$ -	\$ -		\$ -
DHHS Security Grant	\$ 10,000.00	\$ -		\$ 10,000.00
SRF Funding	\$ 581,360.00	\$ 568,960.00		\$ -
Other Revenue	\$ 18,075.00	\$ 16,940.00		\$ 17,425.00
<u>Total Department Revenue</u>	<u>\$ 851,535.00</u>	<u>\$ 826,140.00</u>	<u>\$ (25,395.00)</u>	<u>\$ 269,375.00</u>
Operation & Maintenance	\$ 89,350.00	\$ 99,721.00		\$ 118,540.00
Capital Projects (Boone Beginnings / Security / New Meter Readers / Well 3 Rehab)	\$ 367,710.00	\$ 359,520.00		\$ 126,190.00
Tower Maintenance (transfer unused to sinking fund)	\$ 10,000.00	\$ -		\$ 10,000.00
Transfer to Tower Maintenance Sinking Fund	\$ -	\$ 10,000.00		\$ -
2013-14 Well Loan Payments	\$ 16,969.00	\$ 16,969.00		\$ 16,860.00
2018-19 Well Loan Payments	\$ 26,600.00	\$ 3,206.00		\$ 26,600.00
2013 Water Tower Refunding Bonds (Last Payment in 2020)	\$ 35,665.00	\$ 24,554.00		\$ -
Payroll & Benefits	\$ 148,340.00	\$ 139,005.00		\$ 171,025.00
<u>Total Expenditures</u>	<u>\$ 694,634.00</u>	<u>\$ 652,975.00</u>	<u>\$ (41,659.00)</u>	<u>\$ 469,215.00</u>
<u>Applied Cash Reserves</u>	<u>\$ 301,384.00</u>	<u>\$ 301,384.00</u>		<u>\$ 474,549.00</u>
Net Department Budget	\$ 458,285.00	\$ 474,549.00	\$ 16,264.00	\$ 274,709.00
			(FY Budget Surplus)	

Sewer Department	2019-20 BUDGET	Estimated 2019-20	Difference	Proposed 2020-21
Property Tax Revenue	\$ -	\$ -		\$ -
Sale of Surplus Property	\$ -	\$ -		\$ -
Sewer Use Revenue (Recommend 0% Rate Increase)	\$ 379,125.00	\$ 375,820.00		\$ 379,000.00
Transfer in - From Solid Waste	\$ -	\$ -		\$ 23,600.00
Transfer in From Sales Tax	\$ -	\$ -		\$ 10,600.00
Transfer In - From Sewer Sinking Fund	\$ 40,000.00	\$ -		\$ 110,000.00
Other Revenue	\$ 3,850.00	\$ 15,815.00		\$ 9,450.00
Total Department Revenue	\$ 422,975.00	\$ 391,635.00	\$ (31,340.00)	\$ 532,650.00
Operation & Maintenance	\$ 50,050.00	\$ 65,485.00		\$ 59,000.00
Sewer System Maintenance and Improvements	\$ 65,000.00	\$ 1,970.00		\$ 144,000.00
Capital Outlay	\$ 60,000.00	\$ 170.00		\$ 1,475.00
Transfer excess Capital Funds to Sinking Fund	\$ -	\$ 59,830.00		\$ -
WWTF Financing Payments	\$ 236,001.00	\$ 236,001.00		\$ 217,855.00
Payroll & Benefits	\$ 143,155.00	\$ 140,160.00		\$ 129,570.00
Total Expenditures	\$ 554,206.00	\$ 503,616.00	\$ (50,590.00)	\$ 551,900.00
Applied Cash Reserves	\$ 131,239.00	\$ 131,239.00		\$ 19,250.00
Net Department Budget	\$ 8.00	\$ 19,258.00	\$ 19,250.00	\$ -
			(FY Budget Surplus)	

Solid Waste Department	2019-20 BUDGET	Estimated 2019-20	Difference	Proposed 2020-21
Property Tax Revenue	\$ -	\$ -		\$ -
Garbage Use Revenue	\$ 202,000.00	\$ 206,290.00		\$ 206,800.00
Other Revenue	\$ 1,780.00	\$ 1,295.00		\$ 1,800.00
<u>Total Department Revenue</u>	<u>\$ 203,780.00</u>	<u>\$ 207,585.00</u>	<u>\$ 3,805.00</u>	<u>\$ 208,600.00</u>
Operation & Maintenance	\$ 3,800.00	\$ 5,520.00		\$ 6,075.00
Contract Costs (Solid Waste, Grass Pile, Tree Pile, Clean up Days)	\$ 175,000.00	\$ 173,650.00		\$ 180,000.00
Transfers Out (to Sewer)	\$ -	\$ -		\$ 23,600.00
Capital Outlay (Or Transfer to Sinking)	\$ 22,640.00	\$ -		\$ -
Payroll & Benefits	\$ 24,830.00	\$ 24,230.00		\$ 25,600.00
<u>Total Expenditures</u>	<u>\$ 226,270.00</u>	<u>\$ 203,400.00</u>	<u>\$ (22,870.00)</u>	<u>\$ 235,275.00</u>
<u>Applied Cash Reserves</u>	<u>\$ 22,490.00</u>	<u>\$ 22,490.00</u>		<u>\$ 26,675.00</u>
Net Department Budget	\$ -	\$ 26,675.00	\$ 26,675.00	\$ -
			(FY Budget Surplus)	

G.O. Bond Fund	2019-20 BUDGET	Estimated 2019-20	Difference	Proposed 2020-21
Property Tax Revenue	\$ 99,304.00	\$ 99,025.00		\$ 78,804.00
In Lieu of Tax	\$ 10,300.00	\$ 17,900.00		\$ 15,000.00
Transfer in - Sales Tax	\$ 95,136.00	\$ 103,753.00		\$ 103,750.00
Transfers in (Street)	\$ 122,148.00	\$ 122,148.00		\$ 120,388.00
Miscellaneous	\$ -	\$ -		
Bond Proceeds -	\$ -	\$ -		
Total Department Revenue	\$ 326,888.00	\$ 342,826.00	\$ 15,938.00	\$ 317,942.00
2018 Street Construction Bonds	\$ 122,148.00	\$ 122,148.00		\$ 120,388.00
2017 Pool Bonds - Refunded	\$ 224,570.00	\$ 218,557.00		\$ 219,505.00
Total Expenditures	\$ 346,718.00	\$ 340,705.00	\$ (6,013.00)	\$ 339,893.00
<i>Applied Cash Reserves</i>	<i>\$ 19,830.00</i>	<i>\$ 19,830.00</i>		<i>\$ 21,951.00</i>
Net Department Budget	\$ -	\$ 21,951.00	\$ 21,951.00	\$ -
			(FY Budget Surplus)	

Municipal Lottery (Keno) Fund	2019-20 BUDGET	Estimated 2019-20	Difference	Proposed 2020-21
Keno Revenue	\$ 8,755.00		\$ 10,850.00	\$ 11,000.00
Total Department Revenue	\$ 8,755.00	\$ -	\$ (8,755.00)	\$ 11,000.00
Operating Expenses	\$ 2,500.00		\$ 100.00	\$ 2,500.00
Transfers Out	\$ 6,500.00		\$ 10,750.00	\$ 8,500.00
Total Expenditures	\$ 9,000.00	\$ -	\$ (9,000.00)	\$ 11,000.00
<i>Applied Cash Reserves</i>	<i>\$ 245.00</i>	<i>\$ -</i>		<i>\$ -</i>
Net Department Budget	\$ -	\$ -	\$ -	\$ -
			(FY Budget Surplus)	

Sales Tax Fund	2019-20 BUDGET	Estimated 2019-20	Difference	Proposed 2020-21
Sales Tax Revenue - One Cent (Capital Projects)	\$ 285,401	\$ 311,250		\$ 311,250.00
Sales Tax Revenue - One Cent (ED)	\$ 95,134	\$ 103,750		\$ 103,750.00
Sales Tax Revenue - 1/2 Cent (Fire)	\$ 57,082	\$ 62,250		\$ 62,250.00
Sales Tax Revenue - 1/2 Cent (Police)	\$ 19,027	\$ 20,750		\$ 20,750.00
Sales Tax Revenue - 1/2 Cent (City Hall)	\$ 9,514	\$ 10,375		\$ 10,375.00
Sales Tax Revenue - 1/2 Cent (Library)	\$ 9,514	\$ 10,375		\$ 10,375.00
Sales Tax Revenue - 1/2 Cent (Pool Bond)	\$ 95,136	\$ 103,753		\$ 103,750.00
Motor Vehicle Sales Tax Revenue	\$ 50,475	\$ 55,047		\$ 55,050.00
Interest Income	\$ 4,500	\$ 3,020		\$ 3,730.00
<u>Total Department Revenue</u>	<u>\$ 625,782.00</u>	<u>\$ 680,570.00</u>	<u>\$ 54,788.00</u>	<u>\$ 681,280.00</u>
Transfer to Water		\$ -		\$ -
Transfer to Sewer		\$ -		\$ -
Transfer to Economic Development (from Fund Balance)	\$ 150,634	\$ -		\$ 263,000
Motor Vehicle Sales Tax to Street Dept	\$ 50,475	\$ 55,047		\$ 55,050.00
Transfer to G.O. Bond Fund		\$ -		\$ -
Transfer to Street Fund for Improvements		\$ 311,250		\$ 293,100.00
Transfer to Park - Capital Projects	\$ 265,000	\$ -		\$ -
Transfer to Library - Capital Projects, Equip, Maint.	\$ 9,514	\$ 10,375		\$ 10,375.00
Transfer to Police - Capital Projects, Equip, Maint.	\$ 19,027	\$ 20,750		\$ 20,750.00
Transfer to General (City Hall) - Capital Projects, Equip, Maint.	\$ 9,514	\$ 10,375		\$ 10,375.00
Transfer to GO Debt - Pool Bond	\$ 95,136	\$ 103,753		\$ 103,750.00
Transfer to Fire Dept - Equipment Reserve	\$ 57,082	\$ 62,250		\$ 62,250.00
<u>Total Expenditures</u>	<u>\$ 656,382</u>	<u>\$ 573,800</u>	<u>\$ (82,582)</u>	<u>\$ 818,650.00</u>
<u>Applied Cash Reserves</u>	<u>\$ 30,600.00</u>	<u>\$ 30,600.00</u>		<u>\$ 137,370.00</u>
Net Department Budget	\$ -	\$ 137,370.00	\$ 137,370.00	\$ -
			(FY Budget Surplus)	

2012 Valuation	\$	89,306,518	(*Certified by assessor on 8/20/12)
2013 Valuation	\$	86,899,170	(*Certified by assessor on 8/19/13)
2014 Valuation	\$	82,247,660	(*Certified by assessor on 8/20/14)
2015 Valuation	\$	93,897,991	(*Certified by assessor on 8/17/15)
2016 Valuation	\$	141,392,375	(*Certified by assessor on 8/12/16)
2017 Valuation	\$	146,367,760	(*Certified by assessor on 8/17/17)
2018 Valuation	\$	152,234,739	(*Certified by assessor on 8/14/18)
2019 Valuation	\$	154,760,624	(*Certified by assessor on 8/15/19)
2020 Valuation	\$	155,467,077	(*Certified by assessor on 8/14/20)

DEPT	Property Tax Required 2019-20	Proposed 2019-2020 Request (with 1% Fee)	2019-20 LEVY	Property Tax Required 2020-21	Proposed 2020-2021 Request (with 1% Fee)	Proposed 2020-21 LEVY	Property Tax Request Difference
General Admin.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Street	\$ 75,108	\$ 75,859	\$ 0.0490	\$ 80,485	\$ 81,289.85	\$ 0.0523	\$ 5,431
Park	\$ 62,518	\$ 63,143	\$ 0.0408	\$ 65,000	\$ 65,650.00	\$ 0.0422	\$ 2,507
Pool	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Police	\$ 254,142	\$ 256,683	\$ 0.1659	\$ 293,535	\$ 296,470.35	\$ 0.1907	\$ 39,787
Fire	\$ 10,846	\$ 10,954	\$ 0.0071	\$ 6,446	\$ 6,510.46	\$ 0.0042	\$ (4,444)
Library	\$ 81,000	\$ 81,810	\$ 0.0529	\$ 69,005	\$ 69,695.05	\$ 0.0448	\$ (12,115)
SUB TOTAL	\$ 483,614	\$ 488,450	\$ 0.3156	\$ 514,471	\$ 519,616	\$ 0.3342	\$ 31,166
G.O. Bond Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pool Bonds	\$ 99,304	\$ 100,297	\$ 0.0648	\$ 78,678	\$ 79,465	\$ 0.0511	\$ (20,832)
Airport Authority	\$ 30,000	\$ 27,438	\$ 0.0177	\$ 30,000	\$ 30,000	\$ 0.0193	\$ 2,562
TOTAL	\$ 612,918	\$ 616,185	\$ 0.3982	\$ 623,149	\$ 629,080	\$ 0.4046	\$ 12,895

Property Valuation	Total Annual Tax Obligation Proposed	Monthly Tax Obligation to Support all Services and Debt Listed Above	Monthly Tax Obligation for Bonds for Current Year
\$ 100,000.00	\$ 404.64	\$ 33.72	\$ 4.26
\$ 150,000.00	\$ 606.96	\$ 50.58	\$ 6.39
\$ 200,000.00	\$ 809.28	\$ 67.44	\$ 8.52
\$ 250,000.00	\$ 1,011.60	\$ 84.30	\$ 10.65
\$ 300,000.00	\$ 1,213.92	\$ 101.16	\$ 12.78

*Subject to change with modifications to budget and/or ACTUAL VALUATION

\$	0.0065	Rate Difference
1.63%		CITY LEVY CHANGE

The City's Capital Improvement Plan is developed by the City based upon critical community needs as well as citizen concerns expressed in regular surveys. The following areas of City Capital Improvement Planning were ranked as the highest priority and/or concern of citizens as compiled by the 2016 Community Survey.

Red Flag - High Need:	
* Recreational Walking/Running Trails	Added to the Capital Improvement Plan in 2016 - construction of phase I to be complete FY 2017-18. Objective Complete 2018
* Campground Expansion	Added to Capital Improvement Plan in 2016. Target completion in 2021-2022 fiscal year, due to resources re-directed to Fairview Storm Sewer Phase III and Boone Beginnings Water/Sewer Projects.
* Storm Water Drainage Improvements	Phase III moved to High Priority in 2020 due to Hospital Project. Phases I & II of the Fairview Project complete. Phase III underway a year early to coordinate with Hospital Project.
* Boone Beginnings Infrastructure	Added to Capital Improvement Plan in 2020 to coordinate with Boone Beginnings Project. Target completion in 2020-2021 fiscal year.
Orange Flag - Moderate to High Need:	
* West Ball Field Improvements	*Based on 2017 input from parents and coaches due to volume of participants/teams. Complete Spring 2018. Objective Complete - 2018.
* Sports Complex Improvements	*Based on 2019 input from parents and coaches. Replace aged light poles, additional fencing, drainage improvements, new concession stand. Target for '21-22
* Assurance of safe drinking water	New well is online. Objective Complete - 2020. Now have the option of attempting rehab on Well 3, or keep as blend only option.
Yellow Flag - Moderate Need:	
* General Street Conditions/Maintenance	Maintenance program included in 2019-20 O&M Budget (Crack sealing every year. Significant Microsurfacing occurred 2017 & scheduled for 2022) ON GOING
* Outdoor Basketball Facilities	Multipurpose court project complete in 2017. Objective Complete.
* Tennis Court Improvement	Multipurpose court project complete in 2017. Objective Complete.
* Playground Equipment Updates - including accessible features	\$25,000 placeholder on plan for this item in '19-20 FY Budget. Delayed due to other project priorities - Storm Sewer and Boone Beginnings. Goal to identify desired features and cost estimates by Summer 2021.

*Current pending projects may have been developed based upon the previous survey.

City of Albion Capital Improvement Plan - by Department

Street Department	
<u>Funds Available for Capital Projects</u>	
\$381,829	Total Estimated Resources Available for Street Department Capital Improvements 2020-21
<u>2020/2021 Projects Estimated Cost</u>	
\$37,430	General Capital Outlay/Equipment Sinking Fund (Equipment, 3/4 Ton Pickup) 2020-21
\$329,310	Contracted - Fairview Street Storm Sewer Phases III - In Progress
\$15,089	Remainder for Projects/Equipment - Allocate or Carry into 2021-22 Improvement Plan
\$275,000	Parkview Street and associated infrastructure - New South Park Subdivision Project - 2021-2022 (Carried over from 2017-18 & 2018-19 & 2019-20)
\$1,000,000	Asphalt Reconstruction - 11th Street, Church to Old Mill Road; Fairview to South. - 2021-2022
\$300,000	Estimated - Sale Barn Road - 5th Street to Hiway 14 - Valley Drain & Paving - Beyond 2020
\$250,000	Reserve for Future Downtown Revitalization Plan Activity - 2020 & Beyond
\$2,191,740	Total Estimated Cost of Known Planned Projects & Capital Expenditures
Other Non Capital Improvement Items	
\$30,000	2021 Crack Sealing & Maintenance Program
\$250,000	2022 Asphalt Maintenance Program - Microsealing Surfaces
General	
<u>Funds Available for Capital Projects</u>	
\$30,181	Total Resources Available for General Fund Capital Improvements 2018-19
<u>2020/2021 Projects Estimated Cost</u>	
\$30,181	General Capital Outlay 20-21 (Carry unused into 21-22 for future projects)
\$185,000	City Hall Parking Improvements 21-22
Parks Department	
<u>Funds Available for Capital Projects</u>	
\$35,500	Total Resources Available for Parks Department Capital Outlay 2020-21
<u>2020/2021 Projects Estimated Cost</u>	
\$10,500	Grounds Equipment (20-21)
\$25,000	Fuller Park Equipment Replacement/Improvements/Updates (20-21)
\$150,000	Campground Expansion (21-22)
\$185,000	Sports Complex Improvements - Replace Light Systems (21-22)
\$20,000	Sports Complex Improvements - Central Drain System Behind Fields (21-22)
\$0	Sports Complex Improvements - New concessions stand/RR Building (21-22) - no estimate of cost yet.
\$335,000	Total Estimated Cost of Capital Projects/Purchases - 19-20

Pool Department	
<u>Funds Available for Capital Projects</u>	
\$132,675	City Sinking Funds reserved for Pool Project - Future Improvement and Maintenance
\$132,675	Total Resources Available for Pool Department Capital Improvements 2020-21
 <u>2020/2021 Projects Estimated Cost</u>	
\$12,500	General Capital Outlay and Maintenance (Water Walk Pad Replacement, Repair Spray Pad Piping) 20-21
\$12,500	Additional Manhole for access to spray pad piping and valves - 20-21
\$25,000	Repaint Pool - 24-25
\$50,000	Total Estimated Cost of Known Projects
\$82,675	Recommend to leave in Sinking Fund for future improvements/replacements
 Library Department	
<u>Funds Available for Capital Projects</u>	
\$30,525	Total Resources Available for Library Department Capital Improvements 2018-19
 <u>2020/2021 Projects Estimated Cost</u>	
\$30,525	Make old basement accessible Project for 2020-21 - No cost estimate yet (Library board investigating)
\$30,525	Total Estimated Cost of Known Projects
\$0	Remainder for Projects - Allocate or Carry into next FY via sinking fund
 Fire Department	
<u>Funds Available for Capital Projects</u>	
\$202,205	Total Resources Available for Fire Department Capital Improvements 2019-20
 <u>2020/2021 Projects Estimated Cost</u>	
\$62,250	Uniforms, Equipment Maintenance, Equipment Purchases (funded by sales tax/sinking funds) - unused transferred to sinking fund
\$112,500	Downpayment on Pumper Truck 20-21
\$174,750	Total Estimated Cost of Known Projects
\$27,455	Remainder for Equipment & Maintenance in Fire Dept Fund - Allocate or Carry into 2021-22

Water Department	
<u>Funds Available for Capital Projects</u>	
\$348,209	Total Resources Available for Water Department Capital Improvements 2020-21
<u>2020/2021 Projects Estimated Cost</u>	
\$20,000	Radio Read Equipment - 2020-21
\$10,000	DHHS Security Grant Project - TBD if awarded
\$58,500	Well #3 Rehab - 2020-21
\$37,690	Transmission main expansion to create loop per future Boone Beginnings Development Agreement - 2020-21
\$126,190	Total Estimated Cost of Known Projects
\$222,019	Remainder for Projects - Allocate or Carry into 2020-21
<u>Future Projects Estimated Costs</u>	
\$500,000	Distribution/Transmission Expansion (2022-24)
\$500,000	Total Estimated of Future Projects
Sewer Department	
<u>Funds Available for Capital Projects</u>	
\$172,065	Total Resources Available for Sewer Department Capital Improvements 2020-21
<u>2020/2021 Projects Estimated Cost</u>	
\$129,000	Collection System extension per future Boone Beginnings Development Agreement
\$16,475	General Capital Outlay - Sewer System Maintenance and Improvements (20-21)
\$145,475	Total Estimated Cost of Known Projects
\$26,590	Remainder for Projects - Allocate or Carry into 2021-22



AGENDA MEMO

Item #	5	Body	ALBION CITY COUNCIL
Subject	5.CONSIDER RESOLUTION 113(20) AN INTERLOCAL AGREEMENT WITH THE COUNTY OF BOONE ALLOWING EXISITING BOONE COUNTY EMPLOYEE TO CONTRACT WITH THE CITY TO PROVIDE STREET SUPERINTENDENT SERVICES	Meeting Date	9/8/2020

Presenter(s)	
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Background Information	Enclosed
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Discussion	
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Motion	To introduce and adopt resolution 113(20)
2nd	
Roll Call	Johnson _____ Kohtz _____ Porter _____ Hoefer _____

Motion	
2nd	
Roll Call	

Summary of Decision	
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INTERLOCAL AGREEMENT

This agreement is made between the City of Albion and the County of Boone, both political subdivisions of the State of Nebraska, made pursuant to § 13-801 to 13-827, cited as the Interlocal Cooperation Act.

WHEREAS the City of Albion requires a street superintendent;

WHEREAS the City of Albion desires said street superintendent to be licensed with the State of Nebraska;

WHEREAS the State of Nebraska requires a licensed municipal street superintendent to perform the following duties:

- 1) Developing and annually updating a long-range plan based on needs and coordinated with adjacent local governmental units;
- 2) Developing an annual program for design, construction, and maintenance;
- 3) Developing an annual budget based on programmed projects and activities;
- 4) Submitting such plans, programs, budgets to the local governing body for approval;
- 5) Implementing the capital improvements and maintenance activities provided in the approved plans, programs, and budgets; and
- 6) Preparing and submitting annually to the Board of Public Roads Classifications and Standards the one-year plans, six-year plans, or annual metropolitan transportation improvement programs of the municipality for highway, road, and street improvements as set forth in sections 39-2115 to 39-2117, 39-2119, and 39-2119.01 and a report showing the actual receipts, expenditures, and accomplishments compared with those budgeted and programmed in the annual plans of the municipality as set forth in section 39-2120.

WHEREAS the County of Boone employs a state-licensed Street Superintendent as a full-time employee of the Boone County Roads Department;

WHEREAS the political subdivisions desire to have the Boone County Street Superintendent provide Municipal Street Superintendent services to the City of Albion;

WHEREAS the City of Albion is eligible to receive annual incentive payments from the State of Nebraska, based upon the population of the City and the Classification of License held by the City Street Superintendent;

WHEREAS the City of Albion desires to remit payment directly to Boone County on a monthly basis for each month of this agreement in an amount equal to the annual

incentive payment received by the City of Albion divided by the 12 months of the year;
and,

WHEREAS the political subdivisions desire to agree that the Boone County Street Superintendent may direct and fully participate in emergency street work within the corporate limits of the City of Albion.

IT IS THEREFORE AGREED between the parties as follows:

1. Boone County shall employ a State Licensed Municipal Street Superintendent who shall perform the following services for the City of Albion:
 - a. Developing and annually updating a long-range plan based on needs and coordinated with adjacent local governmental units;
 - b. Developing an annual program for design, construction, and maintenance;
 - c. Developing an annual budget based on programmed projects and activities;
 - d. Submitting such plans, programs, budgets to the local governing body for approval;
 - e. Implementing the capital improvements and maintenance activities provided in the approved plans, programs, and budgets; and
 - f. Preparing and submitting annually to the Board of Public Roads Classifications and Standards the one-year plans, six-year plans, or annual metropolitan transportation improvement programs of the municipality for highway, road, and street improvements as set forth in sections 39-2115 to 39-2117, 39-2119, and 39-2119.01 and a report showing the actual receipts, expenditures, and accomplishments compared with those budgeted and programmed in the annual plans of the municipality as set forth in section 39-2120.
2. The City of Albion shall compensate Boone County for the above services on a monthly basis for each month of this agreement in the flat amount of the annual incentive payment received by the City of Albion, divided by twelve. The City shall budget this expense.
3. No joint entity is created by this agreement.
4. The County Street Superintendent, while performing the agreed to services, will be considered a County employee and this agreement does not constitute an employee/employer relationship between the County Street Superintendent and the City.

5. Boone County shall name the City of Albion as an Additional Insured on their General Liability and Errors and Omissions insurance policies.
6. This agreement between the City of Albion and the County of Boone shall continue in force and effect for one (1) year commencing on January 1, 2021, shall be reviewed by both parties on an annual basis thereafter, and may be renewed by resolution and execution by both parties.

Executed by the County of Boone, Nebraska this _____ day of _____, 20120.

Executed by the City of Albion, Nebraska this 8th day of September, 2020.

COUNTY OF BOONE

CITY OF ALBION

County Roads Superintendent

Chairman of the Board

Mayor of Albion

ATTEST:

ATTEST:

County of Boone, Clerk

City of Albion, Clerk

{Seal}

{Seal}



AGENDA MEMO

Item # 6	Body ALBION CITY COUNCIL
Subject 6.CONSIDER RESOLUTION 114(20) APPROVING A REQUEST FOR AN EXTENSION OF CONTRACT END DATE FOR CDBG GRANT NUMBER 17-DTR-103 AND AUTHORIZING CHIEF ELECTED OFFICIAL TO SIGN AN EXTENSION REQUEST	Meeting Date 9/8/2020

Presenter(s)	
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Background Information	Enclosed - Requesting extension due to COVID
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Discussion	
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Motion	To introduce and adopt resolution 114(20)
2nd	
Roll Call	Hoefler _____ Johnson _____ Kohtz _____ Porter _____

Motion	
2nd	
Roll Call	

Summary of Decision	
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**A RESOLUTION OF THE CITY OF ALBION, NEBRASKA APPROVING A REQUEST FOR AN
EXTENSION OF CONTRACT END DATE FOR CDBG GRANT NUMBER 17-DTR-103 AND
AUTHORIZING CHIEF ELECTED OFFICIAL TO SIGN AN EXTENSION REQUEST**

WHEREAS, the City of Albion, Nebraska, is an eligible unit of a general local government authorized to file an application under the Housing and Community Development Act of 1974 as amended for Small Cities Community Development Block Grant Program, and,

WHEREAS, the City of Albion, Nebraska, has previously been awarded CDBG funds for Downtown Revitalization via CDBG grant number 17-DTR-103; and,

WHEREAS, the City of Albion, Nebraska has determined that a twelve (12) month extension of contract time is required to allow for completion of commercial rehabilitation construction activities due to COVID-19 in 2020.

NOW, THEREFORE, BE IT RESOLVED BY the City Council of the City of Albion, Nebraska that Mayor James Jarecki be authorized and directed to proceed with the formulation of any and all documents or other memoranda between the City of Albion, Nebraska and the Nebraska Department of Economic Development so as to effect a request for a twelve (12) month extension of contract time for CDBG Grant Number 17-DTR-103.

Introduced by: _____;

Seconded by: _____;

VOTE: YEAS: _____;

NAYS: None; **ABSENT:** None.

Passed and approved this 8th day of September, 2020.

CITY OF ALBION, NEBRASKA

BY: _____
Mayor, James Jarecki

ATTEST:

{SEAL}

City Clerk, Andrew L. Devine

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AGENDA MEMO

Item #	7	Body	ALBION CITY COUNCIL
Subject	7.CONSIDER RESOLUTION 115(20) AUTHORIZING THE MAYOR TO SIGN THE 2020 MUNICIPAL ANNUAL CERTIFICATION OF PROGRAM COMPLIANCE TO NEBRASKA BOARD OF PUBLIC ROADS AND CLASSIFICATIONS AND STANDARDS FORM	Meeting Date	9/8/2020

Presenter(s)	
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Background Information	Enclosed -
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Discussion	
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Motion	To introduce and adopt resolution 115(20)
2nd	
Roll Call	Hoefler _____ Porter _____ Kohtz _____ Johnson _____

Motion	
2nd	
Roll Call	

Summary of Decision	
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Failure to return both pages of the original document by the filing deadline (October 31) may result in the suspension of
Highway Allocation funds until the documents are filed.

RESOLUTION

SIGNING OF THE MUNICIPAL ANNUAL CERTIFICATION OF PROGRAM COMPLIANCE FORM 2020

Resolution No. _____

Whereas: State of Nebraska Statutes, sections 39-2115, 39-2119, 39-2120, 39-2121, and 39-2520(2),
requires an annual certification of program compliance to the Nebraska Board of Public Roads
Classifications and Standards; and

Whereas: State of Nebraska Statute, section 39-2120 also requires that the annual certification of program
compliance by each municipality shall be signed by the Mayor or Village Board Chairperson and shall
include a copy of a resolution of the governing body of the municipality authorizing the signing of the
certification form.

Be it resolved that the Mayor ☐ Village Board Chairperson ☐ of _____
(Check one box) (Print name of municipality)
is hereby authorized to sign the attached Municipal Annual Certification of Program Compliance form.

Adopted this _____ day of _____, 20____ at _____ Nebraska.
(Month)

City Council/Village Board Members

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

City Council/Village Board Member _____
Moved the adoption of said resolution
Member _____ Seconded the Motion
Roll Call: Yes _____ No _____ Abstained _____ Absent
Resolution adopted, signed and billed as adopted.

Attest:

(Signature of Clerk)

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Failure to return both pages of the original document by the filing deadline (October 31) may result in the suspension of
Highway Allocation funds until the documents are filed.

**MUNICIPAL
ANNUAL CERTIFICATION OF PROGRAM COMPLIANCE
TO
NEBRASKA BOARD OF PUBLIC ROADS CLASSIFICATIONS
AND STANDARDS
2020**

In compliance with the provisions of the State of Nebraska Statutes, sections 39-2115, 39-2119, 39-2120, 39-2121, and 39-2520(2), requiring annual certification of program compliance to the Board of Public Roads

Classifications and Standards, the City ☐ Village ☐ of _____
(Check one box) (Print name of municipality)

hereby certifies that it:

- ✓ has developed, adopted, and included in its public records the plans, programs, or standards required by sections 39-2115 and 39-2119;
- ✓ meets the plans, programs, or standards of design, construction, and maintenance for its highways, roads, or streets;
- ✓ expends all tax revenue for highway, road, or street purposes in accordance with approved plans, programs, or standards, including county and municipal tax revenue as well as highway-user revenue allocations;
- ✓ uses a system of revenue and costs accounting which clearly includes a comparison of receipts and expenditures for approved budgets, plans, programs, and standards;
- ✓ uses a system of budgeting which reflects uses and sources of funds in terms of plans, programs, or standards and accomplishments;
- ✓ uses an accounting system including an inventory of machinery, equipment, and supplies;
- ✓ uses an accounting system that tracks equipment operation costs;
- ✓ has included in its public records the information required under subsection (2) of section 39-2520; and
- ✓ **has attached to this certification, a copy of the resolution of the governing body authorizing the signing of this certification by the Mayor or Village Board Chairperson.**



Signature of Mayor ☐ Village Board Chairperson ☐ (Required)

(Date)

Signature of City Street Superintendent (Optional)

(Date)

**Return the completed original certification and resolution by
October 31, 2020 to:**

Nebraska Board of Public Roads Classifications and Standards
PO Box 94759
Lincoln NE 68509



AGENDA MEMO

Item #	8	Body	ALBION CITY COUNCIL
Subject	8.CONSIDER RESOLUTION 116(20) DECLARING SURPLUS PROPERTY AND DIRECTING THE SALE OF THE SAME	Meeting Date	9/8/2020

Presenter(s)	
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Background Information	<p>Enclosed - Recommend declaring Motor Grader, Massey Tractor, and 7' Box Scraper Surplus Scraper.</p> <p>Plan to seek 8' box scraper and a 14' 6-way blade to use with new tractor.</p>
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Discussion	
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Motion	To introduce and adopt resolution 116(20)
2nd	
Roll Call	Kohtz _____ Johnson _____ Hoefer _____ Porter _____

Motion	
2nd	
Roll Call	

Summary of Decision	
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RESOLUTION 116 (20)

WHEREAS, the City of Albion has personal property items they desire to declare as surplus and offer for sale:

1. 1988 Massey Ferguson Model 50EX Tractor with powershuttle loader – serial number 51C3 C 1652, 3560 hours
2. 7' Diamond H Land Leveler Box Scraper.
3. 1984 John Deere 770A Motor Grader – 4910 hours
4. Taylor Dual Bin Slushie Machine – Model C300-27, Serial #K2012390

WHEREAS, Section 17-503.02 authorizes the sale of surplus personal property by resolution and describes the required form thereof.

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

The City Administrator or the Mayor may sell each of the above numbered personal property items by posting a notice of such sale in Albion City Hall, the Albion Post Office, and the Boone County Courthouse; and, by publishing the same notice of sale in the Albion News for a period of not less than seven (7) days prior to the sale of the property, with the notice stating the general description of the property offered for sale and stating the conditions of the sale. Same notice may also be published in other publications at the Mayor's and/or City Administrator's discretion.

Introduced by: _____;

Second by: _____;

VOTE: YEAS: _____;

NAYS: NONE; ABSENT: NONE.

Passed and approved this 8th day of September, 2020.

CITY OF ALBION, NEBRASKA

{SEAL}

BY: _____
Mayor, James Jarecki

ATTEST:

City Clerk, Andrew L. Devine



AGENDA MEMO

Item #	9	Body	ALBION CITY COUNCIL
Subject	9.CONSIDER THIRD READING AND FINAL PASSAGE OF ORDINANCE 292(20) REGARDING THE ANNEXATION OF THE BOONE BEGINNINGS ADDITION TO THE CITY OF ALBION, BOONE COUNTY, NEBRASKA	Meeting Date	9/8/2020

Presenter(s)	
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Background Information	Enclosed -
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Discussion	
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Motion	
2nd	
Roll Call	

Third Reading - Clerk Devine reads ordinance 292(20) by title for the time.

Motion	
2nd	To approve third reading and final passage and adoption of ordinance 292(20)
Roll Call	Kohtz _____ Hoefer _____ Johnson _____ Porter _____

Summary of Decision	
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ORDINANCE NO. 292(20)

AN ORDINANCE OF THE CITY OF ALBION, NEBRASKA TO EXTEND THE BOUNDARIES AND INCLUDE WITHIN THE CORPORATE LIMITS OF, AND TO ANNEX TO, THE CITY OF ALBION, NEBRASKA THE BOONE BEGINNINGS ADDITION CONSISTING OF A PART OF THE NORTHWEST QUARTER OF SECTION 27, TOWNSHIP 20 NORTH, RANGE 6 WEST OF THE SIXTH P.M., BOONE COUNTY, NEBRASKA; AND TO PROVIDE FOR AN EFFECTIVE DATE OF THIS ORDINANCE.

BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF ALBION, NEBRASKA:

SECTION 1: It is hereby found and determined by the Mayor and City Council that:

- (a) The Boone Beginnings Addition consisting of a part of the Northwest Quarter of Section 27, Township 20 North, Range 6 West of the Sixth P.M., Boone County, Nebraska hereinafter more particularly described is urban and suburban in character of said city;
- (b) Police, fire and snow removal benefits will be immediately available thereto, and city water service will be available as provided by law;
- (c) The zoning classification of such tract of land as shown on the official zoning map of the City of Albion, Nebraska, is hereby confirmed;
- (d) There is a unity of interest in the use of such tract of land and streets with the use of lots, lands, streets, in the city, and the community convenience and welfare and the interest of the city will be enhanced through incorporating such tracts of land and streets and highways within the corporate limits of said city.

SECTION 2: That the boundaries of the City of Albion, Nebraska, be and hereby are, extended to include within the corporate limits of said city a part of the Northwest Quarter of Section 27, Township 20 North, Range 6 West of the Sixth P.M., Boone County, Nebraska, more particularly described as:

A fraction of the NW1/4 of Section 27, Township 20 North, Range 6 West of the 6th P.M., Boone County Nebraska, described as follows: commencing at a point 73 rods South of the Northwest corner of said section; running thence East 34 rods; thence North 7 rods; thence West 34 rods; thence South 7 rods to the place of beginning; and

A fraction of the NW1/4 NW1/4 of Section 27, Township 20 North, Range 6 West of the 6th P.M., Boone County, Nebraska, Described as follows: commencing at a point 44 rods East and 48 rods South of the Northwest corner of said NW1/4 NW1/4; thence running South 32 rods; thence West 44 rods to the West line of said NW1/4 NW1/4; thence North 7 rods; thence East 34 rods; thence North 25 rods; thence East 10 rods to the place of beginning.

Said tract of land shall hereinafter be known as the Boone Beginnings Addition to the City of Albion, Boone County, Nebraska as identified and more particularly described upon the accompanying approved annexation plat.

SECTION 3: That a certified copy of this ordinance, together with a final plat of such tract of land, be filed on record in the office of the County Clerk in Boone County, Nebraska.

SECTION 4: That said tract of land is hereby annexed to the City of Albion, Boone County, Nebraska.

SECTION 5: Upon taking effect of this ordinance, the police, fire, and snow removal services of the City shall be furnished to the tract of land herein annexed, and water service will be available as provided by law.

SECTION 6: If any section, subsection, sentence, clause or phrase of this ordinance or the annexation of any tract of land, streets, or highways by this ordinance, is for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the annexation of other tract of land by this ordinance, since it is the express intent of the Mayor and City Council to enact section, subsection, clause or phrase separately and to annex each tract of land separately.

SECTION 7: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 8: The ordinance shall be in full force and effect after its passage, approval, and publication according to law.

MOTION TO ADOPT BY _____.

MOTION SECONDED BY _____.

PASSED BY A VOTE OF ____ TO ____ ON THIS ____ DAY OF _____, 2020.

PUBLISHED _____.

Mayor

ATTEST:

Clerk

OrdAnnexBooneBeginnings.docx



AGENDA MEMO

Item #	10	Body	ALBION CITY COUNCIL
Subject	10. CONSIDER FIRST READING OF ORDINANCE 293(20) REGARDING THE ANNEXATION OF LOT 4 OF THE LANDEN ESTATES SUBDIVISION, CITY OF ALBION, BOONE COUNTY, NEBRASKA	Meeting Date	9/8/2020

Presenter(s)	
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Background Information	Pending draft by City Attorney.
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Discussion	
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Mayor asks Council Member to Introduce Ordinance 293(20)

Motion	Council Member introduces ordinance 293(20)
2nd	
Roll Call	

First Reading - Clerk Devine reads ordinance 293(20) by title for the first time.

Motion	To approve first reading of ordinance 293(20)
2nd	
Roll Call	Johnson _____ Porter _____ Kohtz _____ Hoefer _____

Summary of Decision	
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AGENDA MEMO

Item #	11	Body	ALBION CITY COUNCIL
Subject	11.ACKNOWLEDGEMENT OF RECEIPT OF THE CITY ADMINISTRATOR REPORT TO THE CITY COUNCIL REGARDING THE STATUS OF VARIOUS CITY DEPARTMENTS, CITY ACTIVITIES, AND CITY FINANCIAL REPORTS	Meeting Date	9/8/2020

Presenter(s)	
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Background Information	Enclosed -
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Discussion	
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Motion	
2nd	
Roll Call	

Motion	
2nd	
Roll Call	

Summary of Decision	
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COVID-19 Pandemic – City Operations

The City Offices were open to the public effective June 1. Paperwork and payments are still able to be made at the drop box. Staff are regularly sanitizing and cleaning surfaces and door handles. All essential city staff have continued working through the situation while following social distancing guidelines as much as possible. The Sports Complex restrooms are accessible to Teams only during games. Coaches are responsible for opening and locking each game night as they will be responsible for their sanitation as outlined in the licensee agreements approved May 29th. **The Fuller Park Restroom/Shower building is still closed to the public - may consider re-opening during Phase IV.** East Central Health District is encouraging all residents within the district to wear masks in public. Boone County remains in Phase III DHM's until at least September 13th.

Streets**2017 South Park Subdivision Project**

No New Updates – AEDC has reallocated the \$50,000 for this project elsewhere due to inactivity.

2019-21 Equipment Purchases

Mayor authorized order of additional ¾ pickup via Sourcewell Cooperative Purchasing account as well as a V-style actuating snowplow to be delivered by end of October. Retaining the existing ¾ pickup with snow plow via state bid or other cooperative purchasing program. **Looking into purchase of 14' wide 6 way blade/box scraper to use with tractor instead of Motor Grader. Also looking into 8' box scraper to use with tractor instead of Massey and 7' blade. This would allow sale of motor grader, massey, and 7' box scraper to be sold as surplus property and offset equipment costs.**

Boone County 6 Year Plan

Boone County is planning some overlay projects on their 6 year plan. I've requested more information from Stacey Ziemba, who is also the licensed Albion Street Superintendent, in order to perhaps coordinate future work for 11th Street between Church and Old Mill Road. **No new updates.**

Storm Sewer Phase III Project

Construction well underway. 6th Street and most of Fuller Street are reopened to local traffic. Project should be completed ahead of Oct 1st deadline.

WaterShared Water Lines:

Staff are continuing to work toward identifying shared lines, filing notices at the County Registrar's office, and notifying property owners. The current regulations regarding shared lines as approved by the City Council in 2016 allows existing shared lines to exist as a non-conforming use until property ownership is transferred. All known shared connections have been filed and notified. Staff are also currently working on a possible separation of services at 5th and Church Streets.

Known water maintenance projects planned:

- Continuing fire hydrant replacements – a couple per year. **Additional fire hydrant placed at Fire Hall first week of September.**
- Fire Department requested map of fire hydrants and to have Ron train them for exercising and testing flow capacity of each. **Would be helpful to have update flow data for fire hydrants. Ron plans to flush after water well and main project complete and online with assistance of new public works staff.**
- Continuing replacement of meters with Radio Read meters – **Currently at 92% radio read meters – COVID-19 precautions slowed this down some, but plan to resume this summer/fall.** Ron has found a company that can service the existing handheld meter read equipment. He and Amber looking into future options for meter read equipment, but this has bought us some time on that investment.

New Water Source: Well is online, but Ron is working with HOA to finish setting up chemical control program.

Well #3 Rehab: We committed to this project early in 2014. Will resume once another water source is achieved. May or may not be more cost effective to run transmission to Well #4 and blend – will add another entry point into the system from the tower/well sites as well. Well #3 rubber bearings have swelled up and so the VFD won't start the pump, but it will still work in bypass mode so we can still get water from well #3 in an emergency situation. After the new well is complete can look at pulling this well and replacing bearings – perhaps at same time as attempt to rehab the well. Mayor would like us to delay this project indefinitely and blend well three utilizing the new transmission main. **However, this project has been slated for the 2020-21 capital improvement plan since pump and seals need to be pulled and replaced anyway.**

Sewer

High BOD (Biological Oxygen Demand) and TSS (Total Suspended Solids) at WasteWater Plant
Utilizing Rogers recommendation, Doug and Joe have started wasting more sludge and have noticed a continued improvement over the course of this month.

Sewer Maintenance Strategy:

Aaron and Joe are working on maintenance and jetting plans. Warren and Doug have been training on jet equipment.

Equipment Purchase

Mayor Jarecki authorized the purchase of used pump wagon via Big Iron Auction. Can be used in multiple applications including manholes and pool surge tank clean out.

Fire

Fire Department requesting an additional fire hydrant on the North East side (rear lot) for training purposes. Ron attempted late summer – high ground water prevented from occurring. **Installed first week of September.**

Police

Brent noted that the department radios would be replaced with the low-band radios soon. He suggested keeping the high band radios so the City could use in other vehicles/equipment. Discuss at staff meeting on June 5th and everyone thought would be a terrific idea, especially during snow removal. **Brent has been working to get the FCC license and radios will be configured and installed soon.**

Parks/RecFuller Park

Seeking pricing for accessible play equipment for future consideration. Still on the plan for 2020 – some citizens have expressed a willingness to participate in evaluation and selection of equipment. **Will need to delay and redirect capital funds to storm sewer project.**

Sports Complex –

Dave and I met with Mike Malander and Tracy Hedlund in mid-October 2019 and discussed softball improvements. 2019-20 achieved several goals including fencing and netting, this next year will be working on:

- *Would like some dirtwork done on softball field – namely raise behind home plate to level of concrete and to take the ridge out between the infield/outfield. – Carry over from last year.

- *Replace wooden light poles – Included in 2020-21 budget and capital planning – currently evaluating submitted proposals that were recently received through the Sourcewell Collective Contract resource. **Likely will need to push out 1-2 years due to Storm Sewer Project.**

- *Central drainage sump system in area behind home plates - potential Capital Improvement plan project

Staff will be constructing ADA accessible sidewalk route adjacent to the parking lot for access to the tennis/basketball courts – Complete end of August.

Campground Expansion:

Likely need to delay until 2021-22 due to **prioritization of Hospital and Boone Beginnings Projects.**

Pool

Seeking quotes for additional manhole access this fall.

General Administration / Other:Comprehensive Plan Update - JEO

Jeff Ray of JEO last met with the Planning Commission in November and discussed the plan. Lots of good discussion on the zoning map including EJT boundaries, and potential flexibility zones along highway corridor and zoning district boundaries. Also – inclusion and references to infrastructure and recreation maps was discussed. I have also requested that JEO focus on delivering clear, intuitive, interactive/layerable maps in the final product. **Public Hearing held at March 2 Planning Commission meeting – Planning Commission recommended City Council approve the plan pending minor amendments and map corrections. The City Council planned to hold a public hearing on the plan in April, but has been delayed due to COVID-19 – plan to have placed on the October Agenda.**

Planning Commission plans to review drafts of updated Subdivision and Zoning Regulations pursuant to the updated Comprehensive Plan at their September 14th meeting.

DTR Façade Improvement Project

A few projects continue to progress, expect a full-court-press this spring/summer. Dept of Economic Development as accepted the extension request until Fall of 2020. Another round of application occurred in March and all unused grant funds have been allocated – either from projects coming in under budget or not being executed. **Filing extension request due to COVID19.**

City Hall Parking/Drainage

Project currently set aside for the public works storage building project – may look into this further in 2020-21. **Aaron and Joe are planning to fix some concrete and sidewalks at City Hall/Shop area – and add sidewalk on the north side of City Hall.**

Boone Beginnings Child Development Center

The process for annexing the Boone Beginnings Child Development Center have begun. AEDC/Boone Beginnings is working with JEO on development of preliminary plat and annexation plat documents. Preliminary Plat approved by Planning Commission at January meeting and forwarded to Council for consideration. After preliminary plat is approved, may start enter the Improvement Agreement phase with ADC/Boone Beginnings. Capital Improvement funds were budgeted to extend loop for a dead end water main and to extend sewer main in this area. The Planning Commission and City Council approved the preliminary plat in January. The City and Boone Beginnings entered into a development agreement for required infrastructure improvements in June. **Bid awarded to Rutjen's Construction – work to begin on or after October 1st.**

Grant-funded Scrap Tire Collection Wanted

The City was awarded \$16,400 for a tire collection in May 2020. No Dealer Tires will be accepted – the grant does not allow us to collect tires that dealers have collected a tire disposal fee for. **This event has been post-poned – rescheduled for October 1-2, 2020.**

Clean up Days

Clean up days have been rescheduled for Mid-September.

Boone County Area Project – Kohtz Dam Issue

Tim Gokie, Dam Safety Engineer, from the Nebraska Dept of Natural Resources recently inspected the dam and noted a violation of constructing drainage structures from the Boone County Area Project through the auxiliary spillway. City Attorney Wright, who will drafted a letter to Boone County Ag Society memorializing their responsibility in the issue. Since we received no response we have initiated the required dam engineer review and report. Met with representatives from JEO, the City, and Boone County Ag Society at the dam site. Full report received on August 5, 2020. **Received additional notice of serious deficiencies from Nebraska DNR that require hiring an engineer to develop plans and specifications to modify and restore the dam to meet requirements and to submit those plans to the DNR withing 90 days.**

Building Code Ordinance and Contractor Registration

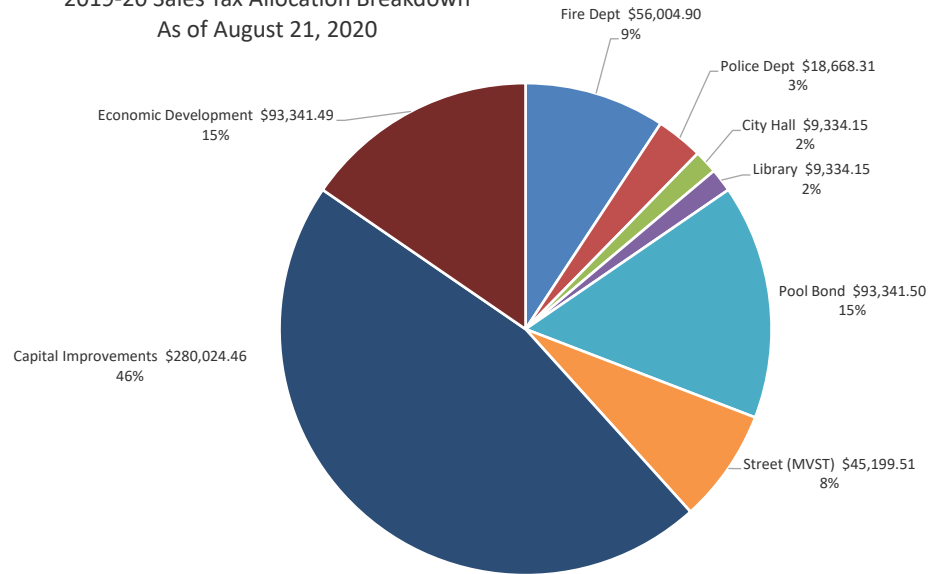
Building Inspector Warren Myers and I are beginning to review the City's ordinances regarding building codes while also comparing to model building codes from other communities. You may recall that we have updated chapters of our code in recent years, this section has yet to be reviewed and revised. We plan to have draft for Council review in the next 30-60 days.

Attached is the current month Sales Tax Report – showing the monthly trend of sales tax receipts.

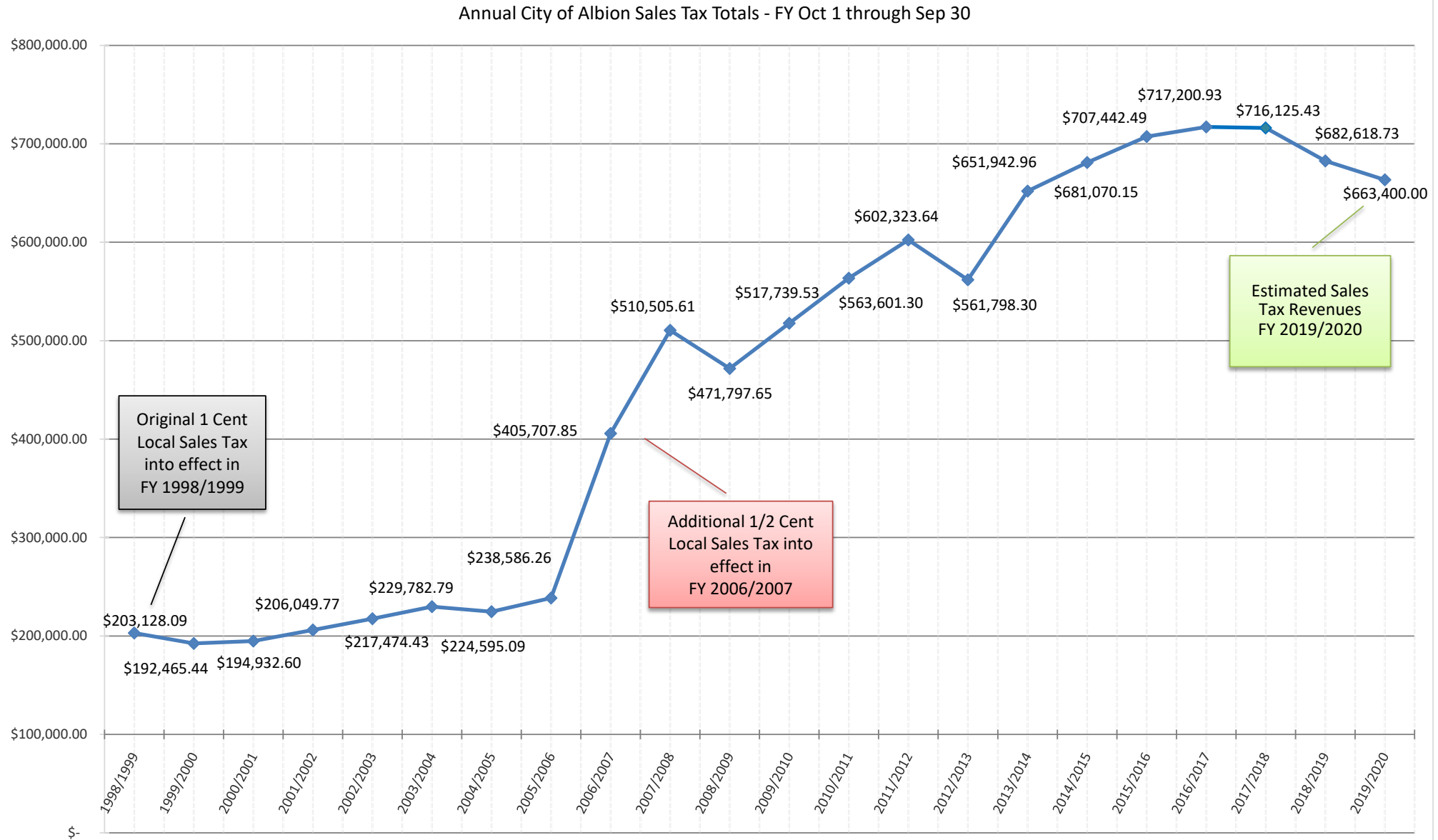
Also attached is an unaudited Treasurer's Report/Budget Performance Report for the fiscal year-to-date and an unaudited Balance Sheet Comparison Report.

	Total Sales Tax	Motor Vehicle Sales Tax to Streets (LB904)	Refunds to Taxpayers (State Incentives)	Adjusted Total Sales Tax	1/2 Cent Allocation Breakdown - per 2016 Election					1 Cent Allocation Breakdown - per 2018 Election				Month Received
					Fire Dept	Police Dept	City Hall	Library	Pool Bond	Street	Capital Improvements	Economic Development	Total Settlement	
2019/20					\$0.0015	\$0.0005	\$0.00025	\$0.00025	\$0.0025	ALL MVST	\$0.0075	\$0.0025	\$0.015	
AUG	\$ 59,591.99	\$ 6,404.83	\$ -	\$ 53,187.16	\$ 5,318.72	\$ 1,772.91	\$ 886.45	\$ 886.45	\$ 8,864.53	\$ 6,404.83	\$ 26,593.58	\$ 8,864.52	\$ 59,591.99	OCT
SEPT	\$ 53,009.40	\$ 3,455.42	\$ -	\$ 49,553.98	\$ 4,955.40	\$ 1,651.80	\$ 825.90	\$ 825.90	\$ 8,259.00	\$ 3,455.42	\$ 24,776.98	\$ 8,259.00	\$ 53,009.40	NOV
OCT	\$ 57,187.61	\$ 5,346.21	\$ -	\$ 51,841.40	\$ 5,184.14	\$ 1,728.05	\$ 864.02	\$ 864.02	\$ 8,640.23	\$ 5,346.21	\$ 25,920.70	\$ 8,640.24	\$ 57,187.61	DEC
NOV	\$ 53,575.54	\$ 4,250.87	\$ -	\$ 49,324.67	\$ 4,932.47	\$ 1,644.16	\$ 822.08	\$ 822.08	\$ 8,220.78	\$ 4,250.87	\$ 24,662.32	\$ 8,220.78	\$ 53,575.54	JAN
DEC	\$ 73,290.60	\$ 3,837.98	\$ -	\$ 69,452.62	\$ 6,945.26	\$ 2,315.09	\$ 1,157.54	\$ 1,157.54	\$ 11,575.44	\$ 3,837.98	\$ 34,726.31	\$ 11,575.44	\$ 73,290.60	FEB
JAN	\$ 47,695.44	\$ 2,490.23	\$ -	\$ 45,205.21	\$ 4,520.52	\$ 1,506.84	\$ 753.42	\$ 753.42	\$ 7,534.20	\$ 2,490.23	\$ 22,602.61	\$ 7,534.20	\$ 47,695.44	MAR
FEB	\$ 53,323.80	\$ 3,827.90	\$ -	\$ 49,495.90	\$ 4,949.59	\$ 1,649.86	\$ 824.93	\$ 824.93	\$ 8,249.32	\$ 3,827.90	\$ 24,747.95	\$ 8,249.32	\$ 53,323.80	APR
MAR	\$ 52,103.29	\$ 5,002.90	\$ -	\$ 47,100.39	\$ 4,710.04	\$ 1,570.01	\$ 785.01	\$ 785.01	\$ 7,850.07	\$ 5,002.90	\$ 23,550.19	\$ 7,850.06	\$ 52,103.29	MAY
APR	\$ 45,694.24	\$ 3,139.34	\$ -	\$ 42,554.90	\$ 4,255.49	\$ 1,418.50	\$ 709.25	\$ 709.25	\$ 7,092.48	\$ 3,139.34	\$ 21,277.45	\$ 7,092.48	\$ 45,694.24	JUNE
MAY	\$ 43,510.01	\$ 1,616.31	\$ -	\$ 41,893.70	\$ 4,189.37	\$ 1,396.46	\$ 698.23	\$ 698.23	\$ 6,982.28	\$ 1,616.31	\$ 20,946.85	\$ 6,982.28	\$ 43,510.01	JULY
JUNE	\$ 66,266.55	\$ 5,827.52	\$ -	\$ 60,439.03	\$ 6,043.90	\$ 2,014.63	\$ 1,007.32	\$ 1,007.32	\$ 10,073.17	\$ 5,827.52	\$ 30,219.52	\$ 10,073.17	\$ 66,266.55	AUG
JULY				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	SEPT
					Fire Dept	Police Dept	City Hall	Library	Pool Bond	Street (MVST)	Capital Improvements	Economic Development	Total	
YTD Total	\$ 605,248.47	\$ 45,199.51	\$ -	\$ 560,048.96	\$ 56,004.90	\$ 18,668.31	\$ 9,334.15	\$ 9,334.15	\$ 93,341.50	\$ 45,199.51	\$ 280,024.46	\$ 93,341.49	\$ 605,248.47	

2019-20 Sales Tax Allocation Breakdown
As of August 21, 2020



• Fire Dept: \$56,004.90 • Police Dept: \$18,668.31 • City Hall: \$9,334.15 • Library: \$9,334.15 • Pool Bond: \$93,341.50 • Street (MVST): \$45,199.51 • Capital Improvements: \$280,024.46 • Economic Development: \$93,341.49



CITY SALES TAX

Month / Fiscal Year	1998/1999	1999/2000	2000/2001	2001/2002	2002/2003
JULY	\$ 13,108.97				
AUG	\$ 16,670.53	\$ 16,442.42	\$ 16,609.36	\$ 15,652.73	\$ 17,650.31
SEPT	\$ 16,443.31	\$ 16,834.21	\$ 14,298.52	\$ 16,000.31	\$ 18,958.94
OCT	\$ 14,882.92	\$ 16,600.55	\$ 14,724.90	\$ 18,658.03	\$ 18,326.56
NOV	\$ 13,771.34	\$ 15,874.77	\$ 15,183.73	\$ 16,302.42	\$ 17,218.99
DEC	\$ 18,637.46	\$ 20,634.90	\$ 19,310.35	\$ 21,610.02	\$ 21,823.14
JAN	\$ 14,155.37	\$ 12,431.14	\$ 13,629.59	\$ 16,031.65	\$ 18,426.71
FEB	\$ 12,606.99	\$ 13,882.39	\$ 14,030.50	\$ 13,905.88	\$ 15,269.48
MAR	\$ 15,818.90	\$ 17,321.41	\$ 16,377.39	\$ 18,719.84	\$ 19,366.36
APR	\$ 16,903.24	\$ 13,323.82	\$ 18,397.35	\$ 14,464.42	\$ 17,309.45
MAY	\$ 15,082.24	\$ 15,614.24	\$ 16,976.13	\$ 16,467.08	\$ 18,588.49
JUNE	\$ 20,098.72	\$ 17,904.96	\$ 18,010.97	\$ 18,080.81	\$ 20,524.62
JULY	\$ 14,948.10	\$ 15,600.63	\$ 17,383.81	\$ 20,156.58	\$ 14,011.38
Annual Totals	\$ 203,128.09	\$ 192,465.44	\$ 194,932.60	\$ 206,049.77	\$ 217,474.43
% column indicates the percentage of growth/decline over same period in the previous year					

Month / Fiscal Year	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018
JULY							
AUG	\$ 48,917.92	\$ 42,466.87	\$ 46,864.18	\$ 60,463.17	\$ 56,241.45	\$ 65,760.21	\$ 61,293.39
SEPT	\$ 43,182.62	\$ 47,583.25	\$ 53,964.91	\$ 54,052.75	\$ 64,983.21	\$ 58,829.71	\$ 59,484.22
OCT	\$ 44,407.78	\$ 40,416.46	\$ 49,875.52	\$ 57,543.64	\$ 55,658.43	\$ 56,993.16	\$ 59,818.82
NOV	\$ 60,904.38	\$ 37,958.57	\$ 54,442.80	\$ 55,510.02	\$ 55,813.91	\$ 53,103.45	\$ 61,092.99
DEC	\$ 61,724.40	\$ 49,002.96	\$ 66,289.24	\$ 68,139.10	\$ 69,719.04	\$ 67,127.66	\$ 69,916.58
JAN	\$ 51,590.07	\$ 42,876.94	\$ 46,007.27	\$ 54,950.70	\$ 57,975.74	\$ 54,429.72	\$ 52,455.18
FEB	\$ 48,039.95	\$ 42,322.57	\$ 50,579.15	\$ 42,876.37	\$ 48,361.67	\$ 56,369.21	\$ 50,601.83
MAR	\$ 55,334.08	\$ 50,172.58	\$ 50,345.04	\$ 63,504.01	\$ 62,135.89	\$ 49,997.58	\$ 55,072.94
APR	\$ 46,992.21	\$ 46,604.30	\$ 57,135.28	\$ 54,526.18	\$ 56,556.84	\$ 69,303.54	\$ 58,107.12
MAY	\$ 50,154.46	\$ 52,631.74	\$ 55,345.23	\$ 52,693.92	\$ 60,737.07	\$ 63,185.20	\$ 58,413.87
JUNE	\$ 51,354.31	\$ 56,515.13	\$ 61,889.14	\$ 58,399.96	\$ 60,652.92	\$ 62,079.12	\$ 70,459.67
JULY	\$ 39,721.46	\$ 53,246.93	\$ 59,205.20	\$ 58,410.33	\$ 58,606.32	\$ 60,022.37	\$ 59,408.82
Annual Totals	\$ 602,323.64	\$ 561,798.30	\$ 651,942.96	\$ 681,070.15	\$ 707,442.49	\$ 717,200.93	\$ 716,125.43
% column indicates the percentage of growth/decline over same period in the previous year							

CITY SALES TAX

Month / Fiscal Year	2018/2019	2019/2020	%
JULY			
AUG	\$ 60,373.59	\$ 59,591.99	-1%
SEPT	\$ 55,027.57	\$ 53,009.40	-4%
OCT	\$ 55,217.47	\$ 57,187.61	4%
NOV	\$ 59,300.13	\$ 53,575.54	-10%
DEC	\$ 57,809.78	\$ 73,290.60	27%
JAN	\$ 53,255.88	\$ 47,695.44	-10%
FEB	\$ 47,821.03	\$ 53,323.80	12%
MAR	\$ 54,812.16	\$ 52,103.29	-5%
APR	\$ 53,143.56	\$ 45,694.24	-14%
MAY	\$ 70,876.04	\$ 43,510.01	-39%
JUNE	\$ 56,297.29	\$ 66,266.55	18%
JULY	\$ 58,684.23		
Annual Totals	\$ 682,618.73	\$ 605,248.47	
% column indicates the percentage of growth/decline over same period in the previous year		2019/2020 YTD	-3.0%

City of Albion
Profit & Loss Budget Performance
October 2019 through August 2020

	Oct 19	Nov 19	Dec 19	Jan 20
Enterprise Funds				
Sewer	36,337.28	-9,082.18	-167,601.69	-6,175.59
Solid Waste	17,633.24	-12,988.33	17,564.56	-13,821.72
Water	-59,233.11	207,456.74	150,128.27	-7,656.08
Total Enterprise Funds	-5,262.59	185,386.23	91.14	-27,653.39
Governmental Funds				
Municipal Lottery	-2,436.41	1,987.21	2,273.36	-4,260.57
CDA	1,101.73	851.39	0.00	-1,953.12
General	-33,844.06	-27,625.73	-30,817.33	5,694.00
Park	21,950.11	23,176.70	16,597.09	27,127.72
Pool	3,103.45	-1,612.76	302.62	5,859.12
Police	-27,942.43	-21,272.61	-25,749.01	-6,496.96
Fire	1,307.83	-8,896.31	-4,087.96	-42.75
Library	-5,538.24	-3,024.75	-4,703.07	829.06
Debt Service	-161,523.94	8,484.42	9,237.40	13,866.98
Street	-117,296.38	-84,641.23	16,230.63	-18,729.97
Sales Tax	9,013.80	8,564.53	8,958.16	8,537.27
Total Governmental Funds	-312,104.54	-104,009.14	-11,758.11	30,430.78
TOTAL	-317,367.13	81,377.09	-11,666.97	2,777.39

City of Albion
Profit & Loss Budget Performance
October 2019 through August 2020

	Feb 20	Mar 20	Apr 20	May 20
Enterprise Funds				
Sewer	45,728.62	-9,753.20	36,948.68	-14,611.20
Solid Waste	18,743.12	-13,470.85	5,355.11	-12,389.57
Water	13,765.93	-11,868.88	9,966.63	-19,236.45
Total Enterprise Funds	78,237.67	-35,092.93	52,270.42	-46,237.22
Governmental Funds				
Municipal Lottery	1,197.65	1,111.01	1,077.16	0.00
CDA	2,017.94	180.77	1,167.81	5,423.41
General	58,236.55	-20,543.10	59,345.12	-27,814.92
Park	38,571.48	24,496.00	17,316.59	26,947.29
Pool	114.08	-583.48	-11,746.60	-61.42
Police	-4,164.95	-18,868.28	-16,018.10	107,647.56
Fire	2,791.87	-3,682.55	-3,737.85	5,764.28
Library	-251.50	-4,729.62	57.32	38,703.86
Debt Service	17,733.16	9,012.90	-14,147.81	58,288.24
Street	5,318.48	-4,386.28	-1,657.63	40,628.76
Sales Tax	11,873.02	7,752.96	8,446.50	8,052.84
Total Governmental Funds	133,437.78	-10,239.67	40,102.51	263,579.90
TOTAL	211,675.45	-45,332.60	92,372.93	217,342.68

City of Albion
Profit & Loss Budget Performance
October 2019 through August 2020

	<u>Jun 20</u>	<u>Jul 20</u>	<u>Aug 20</u>	<u>Oct '19 - Aug 20</u>
Enterprise Funds				
Sewer	20,272.46	-12,396.23	44,067.63	-36,265.42
Solid Waste	18,179.72	-16,637.41	19,621.29	27,789.16
Water	-22,626.46	-15,392.11	32,041.89	277,346.37
Total Enterprise Funds	<u>15,825.72</u>	<u>-44,425.75</u>	<u>95,730.81</u>	<u>268,870.11</u>
Governmental Funds				
Municipal Lottery	289.23	-289.23	1,051.91	2,001.32
CDA	1,949.72	-10,739.65	249.31	249.31
General	-27,757.36	5,788.64	63,491.18	24,152.99
Park	-222,484.26	-3,760.02	-1,593.69	-31,654.99
Pool	92,706.54	-20,346.94	-14,317.97	53,416.64
Police	-9,933.05	-20,470.96	-27,823.14	-71,091.93
Fire	-2,391.50	45,439.01	4,877.78	37,341.85
Library	128.37	-6,098.72	-2,024.67	13,348.04
Debt Service	12,052.06	7,865.21	11,748.34	-27,383.04
Street	236,109.43	20,754.62	-28,307.76	64,022.67
Sales Tax	7,295.64	7,203.84	10,288.95	95,987.51
Total Governmental Funds	<u>87,964.82</u>	<u>25,345.80</u>	<u>17,640.24</u>	<u>160,390.37</u>
TOTAL	<u><u>103,790.54</u></u>	<u><u>-19,079.95</u></u>	<u><u>113,371.05</u></u>	<u><u>429,260.48</u></u>

City of Albion
Profit & Loss Budget Performance
October 2019 through August 2020

	Annual Budget	Difference to Annual Budget
Enterprise Funds		
Sewer	-131,231.00	94,965.58
Solid Waste	-22,490.00	50,279.16
Water	165,776.00	111,570.37
Total Enterprise Funds	12,055.00	256,815.11
Governmental Funds		
Municipal Lottery	-245.00	2,246.32
CDA	0.00	249.31
General	-172,658.00	196,810.99
Park	-70,916.00	39,261.01
Pool	2,110.00	51,306.64
Police	13,449.00	-84,540.93
Fire	-6,084.00	43,425.85
Library	-225.00	13,573.04
Debt Service	-19,830.00	-7,553.04
Street	-179,778.00	243,800.67
Sales Tax	-30,600.00	126,587.51
Total Governmental Funds	-464,777.00	625,167.37
TOTAL	-452,722.00	881,982.48

City of Albion
Balance Sheet Prev Month / Year Comparison
As of August 31, 2020

	Current	Previous Month		Previous Year			
	Aug 31, 20	Jul 31, 20	\$ Change	% Change	Aug 31, 19	\$ Change	% Change
ASSETS							
Current Assets							
Checking/Savings							
Cash Transaction Accounts							
10000 · NOW Acct - Boone Co	738,300.12	634,072.13	104,227.99	16.44%	618,773.95	119,526.17	19.32%
10005 · NOW Acct - Cornerstone	320,444.37	320,419.48	24.89	0.01%	207,263.52	113,180.85	54.61%
Cash/CD Reserve Accounts							
10007 · T-Bill General Fund Reserve	852,243.81	851,522.58	721.23	0.09%	840,841.38	11,402.43	1.36%
10018 · CD - General - BCB - 4/18/21	112,346.48	112,346.48	0.00	0.0%	109,810.46	2,536.02	2.31%
10025 · CD - General - CSB - 4/18/21	108,041.37	107,913.06	128.31	0.12%	106,411.33	1,630.04	1.53%
10026 · CD - General - CSB - 6/18/20	109,368.46	109,368.46	0.00	0.0%	108,002.84	1,365.62	1.26%
10040 · CD - General - BCB - 7/26/20 f	105,350.11	105,350.11	0.00	0.0%	102,972.02	2,378.09	2.31%
10041 · CD - General - BCB - 7/26/20 g	105,350.11	105,350.11	0.00	0.0%	102,972.02	2,378.09	2.31%
10042 · CD - General - BCB - 7/26/20 h	105,350.11	105,350.11	0.00	0.0%	102,972.02	2,378.09	2.31%
10043 · CD - General - BCB - 7/26/21 a	104,943.69	104,943.69	0.00	0.0%	102,727.47	2,216.22	2.16%
10044 · CD - General - BCB - 7/26/21 b	104,943.69	104,943.69	0.00	0.0%	102,727.47	2,216.22	2.16%
10045 · CD - General - BCB - 7/26/20 a	104,714.24	104,714.24	0.00	0.0%	103,115.76	1,598.48	1.55%
10046 · CD - General - BCB - 7/26/20 b	104,714.24	104,714.24	0.00	0.0%	103,115.76	1,598.48	1.55%
10047 · CD - General - BCB - 7/26/20 c	104,714.24	104,714.24	0.00	0.0%	103,115.76	1,598.48	1.55%
10048 · CD - General - BCB - 7/26/20 d	104,714.24	104,714.24	0.00	0.0%	103,115.76	1,598.48	1.55%
10049 · CD - General - BCB - 7/26/20 e	104,714.24	104,714.24	0.00	0.0%	103,115.76	1,598.48	1.55%
10050 · CD - CURRB DSR - BCB - 4/10/24	205,614.09	205,614.09	0.00	0.0%	200,000.00	5,614.09	2.81%
Restricted Use Accounts							
10008 · Pool Project Fund - CSB	53,940.83	53,936.25	4.58	0.01%	61,083.80	-7,142.97	-11.69%
10030 · T-Bill Mmkt - Econ. Dev.	60,026.69	49,908.43	10,118.26	20.27%	10,529.09	49,497.60	470.1%
10035 · Premier Cornerstone - Ec Dev	89,295.97	89,295.97	0.00	0.0%	27,871.76	61,424.21	220.38%
10105 · Fire Department Sales Tax Fund	201,694.96	201,524.27	170.69	0.09%	198,996.40	2,698.56	1.36%
10130 · SuperNOW - Library Mem Fund	22,680.04	22,680.04	0.00	0.0%	23,499.53	-819.49	-3.49%
10131 · Friends of the Library Checking	1,341.74	1,341.74	0.00	0.0%	1,320.74	21.00	1.59%
Cash on Hand							
10200 · Cash on Hand - General	65.00	65.00	0.00	0.0%	65.00	0.00	0.0%
10210 · Cash on Hand - Pool		150.00	-150.00	-100.0%		0.00	0.0%
10250 · Cash on Hand - Water	135.00	135.00	0.00	0.0%	135.00	0.00	0.0%
Custodial Cash Accounts							
10300 · County Treas Cash - Street	14,900.30	14,900.30			11,220.99	3,679.31	32.79%
10400 · County Treas Cash - Debt Svc	1,209.78	1,209.78	0.00	0.0%	773.20	436.58	56.46%
10401 · County Treas Cash - CDA	1,101.73	1,101.73	0.00	0.0%	781.05	320.68	41.06%
Total Checking/Savings	3,942,259.65	3,827,013.70	115,245.95	3.01%	3,557,329.84	384,929.81	10.82%

City of Albion
Balance Sheet Prev Month / Year Comparison
As of August 31, 2020

	Current	Previous Month			Previous Year		
	Aug 31, 20	Jul 31, 20	\$ Change		Aug 31, 19	\$ Change	% Change
Accounts Receivable							
1110 · Accounts receivable	1,308.64	1,316.60	-7.96	-0.61%	4,672.14	-3,363.50	-71.99%
1120 · Downtown Bucket TIF	0.00	0.00	0.00	0.0%	10,939.12	-10,939.12	-100.0%
Total Accounts Receivable	1,308.64	1,316.60	-7.96	-0.61%	15,611.26	-14,302.62	-91.62%
Other Current Assets							
12000 · Accounts Receivable - Water	46,581.53	46,581.53	0.00	0.0%	53,259.16	-6,677.63	-12.54%
12010 · Accounts Receivable - Sewer	65,851.91	65,851.91	0.00	0.0%	68,358.44	-2,506.53	-3.67%
12020 · Accounts Receivable - Solid Was	533.24	533.24	0.00	0.0%	254.54	278.70	109.49%
12040 · A/R Offset - General	-1,825.00	-1,825.00	0.00	0.0%	0	-1,825.00	-100.0%
12045 · A/R Offset - Park	-2,440.07	-2,440.07	0.00	0.0%	-2,440.07	0.00	0.0%
12050 · A/R - Bankruptcy	0.00	0.00	0.00	0.0%	233.24	-233.24	-100.0%
12060 · Accounts Receivable - CDA	-3,072.40	-3,072.40	0.00	0.0%	-17,843.89	14,771.49	82.78%
12100 · Unbilled Revenue - Water	11,655.00	11,655.00	0.00	0.0%	13,354.00	-1,699.00	-12.72%
12110 · Unbilled Revenue - Sewer	16,390.00	16,390.00	0.00	0.0%	17,008.00	-618.00	-3.63%
12150 · Accrued Interest Recv. - Water	928.86	928.86	0.00	0.0%	825.62	103.24	12.51%
12160 · Accrued Interest Recv. - Sewer	3,118.72	3,118.72	0.00	0.0%	570.47	2,548.25	446.69%
12170 · Accrued Interest Recv. - Solid	188.83	188.83	0.00	0.0%	117.56	71.27	60.62%
12200 · Inventory - Water	28,809.13	28,809.13	0.00	0.0%	24,716.59	4,092.54	16.56%
12300 · Prepaid Insurance - Water	999.09	999.09	0.00	0.0%	986.49	12.60	1.28%
12310 · PREPAID INSURANCE - SEWER	1,570.00	1,570.00	0.00	0.0%	1,549.80	20.20	1.3%
12320 · PREPAID INSURANCE - SOLID WASTE	285.46	285.46	0.00	0.0%	282.35	3.11	1.1%
1299 · Undeposited Funds	595.00	0.00	595.00	100.0%	0.00	595.00	100.0%
Total Other Current Assets	170,169.30	169,574.30	595.00	0.35%	161,232.30	8,937.00	5.54%
Total Current Assets	4,113,737.59	3,997,904.60	115,832.99	2.9%	3,734,173.40	379,564.19	10.17%
Fixed Assets							
15000 · Land - Water	34,020.00	34,020.00	0.00	0.0%	34,020.00	0.00	0.0%
15010 · Constr. in Progress - Water	432,534.84	432,534.84	0.00	0.0%	74,235.56	358,299.28	482.65%
15020 · Distribution System - Water	1,298,778.65	1,298,778.65	0.00	0.0%	1,298,778.65	0.00	0.0%
15030 · Buildings - Water	24,966.61	24,966.61	0.00	0.0%	24,966.61	0.00	0.0%
15040 · Equipment - Water	394,489.37	394,489.37	0.00	0.0%	361,508.64	32,980.73	9.12%
15050 · Accum Depr - Water	-830,881.72	-830,881.72	0.00	0.0%	-765,270.42	-65,611.30	-8.57%
15100 · Land - Sewer	369,439.25	369,439.25	0.00	0.0%	369,439.25	0.00	0.0%
15110 · Constr in Progress - Sewer	5,566.66	5,566.66	0.00	0.0%	5,566.66	0.00	0.0%
15120 · Distribution System - Sewer	200,012.18	200,012.18	0.00	0.0%	200,012.18	0.00	0.0%
15130 · Buildings - Sewer	4,150,169.53	4,150,169.53	0.00	0.0%	4,150,169.53	0.00	0.0%
15140 · Equipment - Sewer	106,790.76	106,790.76	0.00	0.0%	106,790.76	0.00	0.0%
15150 · Accum Depr - Sewer	-1,408,420.09	-1,408,420.09	0.00	0.0%	-1,235,435.81	-172,984.28	-14.0%
15230 · Buildings - Solid Waste	1,011.06	1,011.06	0.00	0.0%	1,011.06	0.00	0.0%
15250 · Accum Depr - Solid Waste	-1,011.06	-1,011.06	0.00	0.0%	-1,011.06	0.00	0.0%
15300 · Fixed Assets - General	90,176.59	90,176.59	0.00	0.0%	101,826.08	-11,649.49	-11.44%
15310 · Fixed Assets - Park	664,371.79	664,371.79	0.00	0.0%	544,289.37	120,082.42	22.06%
15320 · Fixed Assets - Police	56,527.01	56,527.01	0.00	0.0%	44,246.29	12,280.72	27.76%
15330 · Fixed Assets - Fire	1,440,740.85	1,440,740.85	0.00	0.0%	1,363,236.43	77,504.42	5.69%
15340 · Fixed Assets - Library	130,314.27	130,314.27	0.00	0.0%	145,166.91	-14,852.64	-10.23%
15350 · Fixed Assets - Pool	3,180,278.39	3,180,278.39	0.00	0.0%	3,335,047.63	-154,769.24	-4.64%
15360 · Fixed Assets - Streets	2,857,628.07	2,857,628.07	0.00	0.0%	2,930,152.01	-72,523.94	-2.48%
Total Fixed Assets	13,197,503.01	13,197,503.01	0.00	0.0%	13,088,746.33	108,756.68	0.83%
TOTAL ASSETS	17,311,240.60	17,195,407.61	115,832.99	0.67%	16,822,919.73	488,320.87	2.9%

City of Albion
Balance Sheet Prev Month / Year Comparison
As of August 31, 2020

	Current	Previous Month		Previous Year			
	Aug 31, 20	Jul 31, 20	\$ Change	% Change	Aug 31, 19	\$ Change	% Change
LIABILITIES & EQUITY							
Liabilities							
Current Liabilities							
Accounts Payable							
2010 · Accounts payable	-608.29	-608.29	0.00	0.0%	-608.29	0.00	0.0%
Total Accounts Payable	-608.29	-608.29	0.00	0.0%	-608.29	0.00	0.0%
Other Current Liabilities							
A/P OFFSET	53.29	53.29	0.00	0.0%	-9,039.79	9,093.08	100.59%
20000 · Accounts Payable - Water	85,820.03	85,820.03	0.00	0.0%	29,736.67	56,083.36	188.6%
20010 · Accounts Payable - Sewer	2,824.12	2,824.12	0.00	0.0%	5,822.31	-2,998.19	-51.5%
20020 · Accounts Payable - Solid Waste	12,608.00	12,608.00	0.00	0.0%	12,570.00	38.00	0.3%
20100 · Accrued Payroll - Water	3,496.57	3,496.57	0.00	0.0%	2,779.02	717.55	25.82%
20110 · Accrued Payroll - Sewer	3,433.03	3,433.03	0.00	0.0%	2,628.09	804.94	30.63%
20120 · Accrued Payroll - Solid Waste	502.98	502.98	0.00	0.0%	438.24	64.74	14.77%
20200 · Accrued Vacation - Water	4,877.50	4,877.50	0.00	0.0%	4,244.61	632.89	14.91%
20210 · Accrued Vacation - Sewer	4,273.43	4,273.43	0.00	0.0%	5,675.60	-1,402.17	-24.71%
20220 · Accrued Vacation - Solid Waste	1,193.13	1,193.13	0.00	0.0%	1,048.65	144.48	13.78%
20400 · Payroll Tax W/H - Water	247.28	247.28	0.00	0.0%	221.57	25.71	11.6%
20410 · Payroll Tax W/H - Sewer	148.62	148.62	0.00	0.0%	105.40	43.22	41.01%
20420 · Payroll Tax W/H - Solid Waste	17.94	17.94	0.00	0.0%	12.36	5.58	45.15%
20600 · Customer Deposits - Water	31,010.17	31,085.17	-75.00	-0.24%	29,321.03	1,689.14	5.76%
20700 · Accrued Interest Payable	1,415.24	1,415.24	0.00	0.0%	1,640.15	-224.91	-13.71%
20710 · Accrued Interest Payable -Sewer	15,347.50	15,347.50	0.00	0.0%	15,295.57	51.93	0.34%
20800 · HEALTH INSURANCE LIABILITY	-1,108.49	3,454.32	-4,562.81	-132.09%	-658.53	-449.96	-68.33%
20801 · HSA Liabilities	-819.24	-455.78	-363.46	-79.75%	179.74	-998.98	-555.79%
2100 · Payroll Liabilities	948.83	962.85	-14.02	-1.46%	1,695.70	-746.87	-44.05%
2140 · Accrued sales taxes							
20500 · Sales Tax Payable - Water	3,397.53	261.32	3,136.21	1,200.14%	2,814.24	583.29	20.73%
20510 · Sales Tax Payable - Sewer	4,069.28	468.65	3,600.63	768.3%	4,109.28	-40.00	-0.97%
54007 · Sales Tax Collected	-77.57	292.49	-370.06	-126.52%	102.42	-179.99	-175.74%
2140 · Accrued sales taxes - Other	172.23	170.98	1.25	0.73%	105.93	66.30	62.59%
Total 2140 · Accrued sales taxes	7,561.47	1,193.44	6,368.03	533.59%	7,131.87	429.60	6.02%
2141 · Lodging Tax	398.27	334.62	63.65	19.02%	219.74	178.53	81.25%
53005-1 · Dog License - State Fee	268.40	256.20	12.20	4.76%	227.64	40.76	17.91%
53005-2 · Dog License - City Fee	6.60	6.30	0.30	4.76%	5.61	0.99	17.65%
53050 · KENO PROCEEDS - STATE SHARE	403.68	2.31	401.37	17,375.33%	394.97	8.71	2.21%
55555 · RETURNED CHECKS	-241.02	-122.53	-118.49	-96.7%	-98.50	-142.52	-144.69%
Total Other Current Liabilities	174,687.33	172,975.56	1,711.77	0.99%	111,597.72	63,089.61	56.53%
Total Current Liabilities	174,079.04	172,367.27	1,711.77	0.99%	110,989.43	63,089.61	56.84%
Long Term Liabilities							
25030 · N/P - DEQ - Well 4 Project	204,005.98	204,005.98	0.00	0.0%	209,362.98	-5,357.00	-2.56%
25032 · Bonds - Water Tower	0.00	0.00	0.00	0.0%	35,000.00	-35,000.00	-100.0%
25033 · Bonds - Water Well 2019	426,718.00	426,718.00	0.00	0.0%	0.00	426,718.00	100.0%
25042 · BONDS - Swimming Pool	2,310,000.00	2,310,000.00	0.00	0.0%	2,475,000.00	-165,000.00	-6.67%
25044 · Bonds - 2018 GO VP - Fairview Street	1,305,000.00	1,305,000.00	0.00	0.0%	1,385,000.00	-80,000.00	-5.78%
25045 · Bonds - 2019 CURRB, WWTF Project	2,125,000.00	2,125,000.00	0.00	0.0%	2,310,000.00	-185,000.00	-8.01%
Total Long Term Liabilities	6,370,723.98	6,370,723.98	0.00	0.0%	6,414,362.98	-43,639.00	-0.68%
Total Liabilities	6,544,803.02	6,543,091.25	1,711.77	0.03%	6,525,352.41	19,450.61	0.3%

City of Albion
Balance Sheet Prev Month / Year Comparison
As of August 31, 2020

	Current	Previous Month			Previous Year		
	Aug 31, 20	Jul 31, 20	\$ Change		Aug 31, 19	\$ Change	% Change
Equity							
Department and General Fund Equity Balances	9,971,838.68	9,971,838.68	0.00	0.0%	11,619,359.56	-1,647,520.88	-14.18%
Sinking Fund Balances							
13005 · Fire Dept Sinking Fund	112,174.98	112,174.98	0.00	0.0%	112,174.98	0.00	0.0%
13010 · Street Equipment Sinking Fund	5,090.62	5,090.62	0.00	0.0%	19.62	5,071.00	25,846.08%
13017 · Sewer Dept Equip Sinking	10,000.00	10,000.00	0.00	0.0%	10,000.00	0.00	0.0%
13018 · Sewer and Waste Water Improvmnt	112,236.97	112,236.97	0.00	0.0%	90,449.97	21,787.00	24.09%
13019 · Water Tower Maintenance Sinking	19,635.00	19,635.00	0.00	0.0%	10,000.00	9,635.00	96.35%
13020 · New Pool Sinking Fund	62,079.98	62,079.98	0.00	0.0%	77,073.99	-14,994.01	-19.45%
13021 · Police Dept - Equipment Sinking	14,516.00	14,516.00	0.00	0.0%	14,516.00	0.00	0.0%
13022 · Library Equipment Sinking	9,776.00	9,776.00	0.00	0.0%	4,370.00	5,406.00	123.71%
13023 · City Hall Sinking Fund	19,805.14	19,805.14	0.00	0.0%	11,087.14	8,718.00	78.63%
 3010 · Unrestrict (retained earnings)	 23.73	 0.00	 23.73	 100.0%	 91.00	 -67.27	 -73.92%
Net Income	429,260.48	315,162.99	114,097.49	36.2%	-266,574.94	695,835.42	261.03%
Total Equity	10,766,437.58	10,652,316.36	114,121.22	-95.97%	10,297,567.32	468,870.26	4.55%
TOTAL LIABILITIES & EQUITY	17,311,240.60	17,195,407.61	115,832.99	-37.39%	16,822,919.73	488,320.87	2.9%

AGENDA MEMO

Item #	12	Body	ALBION CITY COUNCIL
Subject	12. CONSIDER A MOTION TO: 1) APPROVE AMENDMENTS TO THE "ARTICLES OF INCORPORATION" AND "BYLAWS" OF THE LEAGUE OF NEBRASKA MUNICIPALITIES BY VOTING "FOR" PROPOSED ACTIONS 1, 2 AND 3 ON THE ATTACHED "REGULAR MEMBER BALLOT"; 2) AUTHORIZE THE MAYOR/VILLAGE BOARD CHAIR TO SIGN THE "REGULAR MEMBER BALLOT"; AND 3) RETURN BOTH PAGES OF THE "REGULAR MEMBER BALLOT" TO THE LEAGUE BY NO LATER THAN 5 P.M. CT, OCT. 1, 2020.	Meeting Date	9/8/2020

Presenter(s)	
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Background Information	Enclosed -
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Discussion	
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Motion	TO APPROVE AMENDMENTS TO THE "ARTICLES OF INCORPORATION" AND "BYLAWS" OF THE LEAGUE OF NEBRASKA MUNICIPALITIES BY VOTING "FOR" PROPOSED ACTIONS 1, 2 AND 3 ON THE ATTACHED "REGULAR MEMBER BALLOT"; AUTHORIZE THE MAYOR/VILLAGE BOARD CHAIR TO SIGN THE "REGULAR MEMBER BALLOT"; AND, RETURN BOTH PAGES OF THE "REGULAR MEMBER BALLOT" TO THE LEAGUE BY NO LATER THAN 5 P.M. CT, OCT. 1, 2020.
2nd	
Roll Call	Kohtz _____ Johnson _____ Hoefer _____ Porter _____

Motion	
2nd	
Roll Call	

Summary of Decision	
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**LEAGUE OF NEBRASKA MUNICIPALITIES
REGULAR MEMBER BALLOT**

Twenty properly completed ballots must be returned in response in order to meet the quorum requirements.

The percentage of approvals required to approve each matter is 66 2/3% of the votes cast or 51% of the voting power, whichever is less.

Instructions: Mark “Vote For” to vote for each of the proposed actions listed below, and “Vote Against” to vote against it. Mark one box with respect to each proposed action. Note that the ballot has two pages. Sign where indicated below on the second page.

<input type="checkbox"/> Vote For <input type="checkbox"/> Vote Against	<p>Proposed Action 1: The Articles of Incorporation are amended to add the following provisions:</p> <p><u>ARTICLE VII. PUBLIC BENEFIT CORPORATION; MEMBERSHIP</u></p> <p style="padding-left: 40px;">The Corporation is a public benefit corporation.</p> <p style="padding-left: 40px;">The Corporation shall have regular members, as set forth in its Bylaws.</p> <p style="text-align: center;"><u>ARTICLE VIII. AMENDMENT TO BYLAWS</u></p> <p style="padding-left: 40px;">A. An amendment to the Bylaws that relates to the number of directors, the composition of the board of directors, the term of office of the directors, or the method or way in which directors are elected or selected must be approved:</p> <p style="padding-left: 80px;">(1) By an affirmative vote of a majority of the directors then serving on the board of directors; and</p> <p style="padding-left: 80px;">(2) By the regular members by two-thirds of the votes cast or a majority of the voting power, whichever is less.</p> <p style="padding-left: 40px;">B. An amendment to the Bylaws that does not relate to the number of directors, the composition of the board of directors, the term of office of the directors, or the method or way in which directors are elected or selected must be approved:</p> <p style="padding-left: 80px;">(1) By an affirmative vote of a majority of the directors then serving on the board of directors; or</p> <p style="padding-left: 80px;">(2) By the regular members by two-thirds of the votes cast or a majority of the voting power, whichever is less.</p>
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**LEAGUE OF NEBRASKA MUNICIPALITIES
REGULAR MEMBER BALLOT (CONTINUED)**

<input type="checkbox"/> Vote For <input type="checkbox"/> Vote Against	<p>Proposed Action 2: The Bylaws are amended to add the following provision to Article II:</p> <p style="padding-left: 40px;"><u>Section 10.</u> Regular members may participate in annual, regular, and special meetings or conduct such meetings through the use of any means of communication by which all members participating may simultaneously hear each other during the meeting. A regular member participating in a meeting by this means is deemed to be present at the meeting for all purposes, including but not limited to the existence of a quorum and voting.</p>
<input type="checkbox"/> Vote For <input type="checkbox"/> Vote Against	<p>Proposed Action 3: The Bylaws are amended to revise Article IX, Section 8 to read as follows:</p> <p style="padding-left: 40px;"><u>Section 8.</u> These Bylaws may be amended in whole or in part as provided by the Articles of Incorporation.</p>

(Name of City/Village)

By: _____
(Signature)

(Printed Name)

Its: _____
(Title: Mayor or Village Board Chair)

IMPORTANT: For this ballot to be counted, both pages, including signature, must be received by the League no later than by 5:00 p.m. prevailing Central time, October 1, 2020.

To return your ballot send it to Brenda Henning by email to brendah@lonm.org, by mail to:
Attention: Brenda Henning, League of Nebraska Municipalities, 1335 L Street, Lincoln, NE
68508, or by fax to (402) 476-7052, to the attention of Brenda Henning.



AGENDA MEMO

Item #	14	Body	ALBION CITY COUNCIL
Subject	14. CONSIDER BILLS TO BE PAID • CONSIDER MONTHLY BILLS REPORT • CONSIDER PAY APPLICATION #1 FROM RUTJENS CONSTRUCTION FOR THE FAIRVIEW PHASE III STORM SEWER PROJECT	Meeting Date	9/8/2020

Presenter(s)	
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Background Information	Enclosed
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Discussion	
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Motion	To pay the monthly bills as presented
2nd	
Roll Call	Johnson _____ Kohtz _____ Hoefer _____ Porter _____

Motion	To approve pay application #1 of Rutjens Construction for Fairview Phase III Storm Sewer Project in the amount of _____.
2nd	
Roll Call	Johnson _____ Porter _____ Kohtz _____ Hoefer _____

Summary of Decision	
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Contractor's Application for Payment No.

1

Application Period: thru August 25, 2020		Application Date: 8/25/2020
To (Owner): City of Albion, Nebraska	From (Contractor): Rutjens Construction, Inc.	Via (Engineer): JEO Consulting Group, Inc.
Project: 2020 Fairview Storm Sewer Improvements, Phase III	Contract: 2020 Fairview Storm Sewer Improvements, Phase III	
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.: 191735.00

Application For Payment Change Order Summary

Approved Change Orders			1. ORIGINAL CONTRACT PRICE.....	\$ \$604,306.85
Number	Additions	Deductions	2. Net change by Change Orders.....	\$
			3. Current Contract Price (Line 1 ± 2).....	\$ \$604,306.85
			4. TOTAL COMPLETED AND STORED TO DATE	
			(Column F total on Progress Estimates).....	\$ \$353,725.95
			5. RETAINAGE:	
			a. 10% X \$302,153.43 Work Completed.....	\$ \$30,215.34
			b. X Stored Material.....	\$
			c. Total Retainage (Line 5.a + Line 5.b).....	\$ \$30,215.34
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ \$323,510.61
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$
			8. AMOUNT DUE THIS APPLICATION.....	\$ \$323,510.61
			9. BALANCE TO FINISH, PLUS RETAINAGE	
			(Column G total on Progress Estimates + Line 5.c above).....	\$ \$280,796.24
TOTALS				
NET CHANGE BY				
CHANGE ORDERS				

Contractor's Certification	
The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.	
Contractor Address	
Contractor Signature	
By:	Date:

Payment of:	\$ \$323,510.61	
	(Line 8 or other - attach explanation of the other amount)	
is recommended by:		
	(Engineer)	(Date)
Payment of:	\$ \$323,510.61	
	(Line 8 or other - attach explanation of the other amount)	
is approved by:		
	(Owner)	(Date)
Approved by:		
	Funding or Financing Entity (if applicable)	(Date)

Progress Estimate

Contractor's Application

For (Contract): 2020 Fairview Storm Sewer Improvements, Phase III							Application Number: 1					
Application Period: thru August 25, 2020							Application Date: 8/25/2020					
A						B	C	D	E	F		G
Item			Contract Information				Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish - F) (B
Bid Item No.	Description	Item Quantity	Units	Unit Price	Total Value Item (\$)							
GROUP A – STORM SEWER & APPURTENANCES												
1	Mobilization	1	LS	\$50,147.00	\$50,147.00	0.8	\$40,117.60		\$40,117.60	80.0%	\$10,029.40	
2	Bonding and Insurance	1	LS	\$7,500.00	\$7,500.00	1	\$7,500.00		\$7,500.00	100.0%		
3	Remove Tree	1	EA	\$2,500.00	\$2,500.00	1	\$2,500.00		\$2,500.00	100.0%		
4	Remove Concrete Sidewalk	131	SF	\$6.00	\$786.00						\$786.00	
5	Remove Concrete Pavement	1366	SY	\$18.50	\$25,271.00	1000	\$18,500.00		\$18,500.00	73.2%	\$6,771.00	
6	Connect to Existing Storm Sewer	1	EA	\$1,500.00	\$1,500.00	1	\$1,500.00		\$1,500.00	100.0%		
7	18" RCP, Class III	158	LF	\$68.70	\$10,854.60	112	\$7,694.40		\$7,694.40	70.9%	\$3,160.20	
8	24" RCP, Class III	67	LF	\$84.25	\$5,644.75	37	\$3,117.25		\$3,117.25	55.2%	\$2,527.50	
9	30" RCP, Class III	413	LF	\$96.40	\$39,813.20	283	\$27,281.20		\$27,281.20	68.5%	\$12,532.00	
10	36" RCP, Class III	340	LF	\$171.50	\$58,310.00	340	\$58,310.00		\$58,310.00	100.0%		
11	42" RCP, Class III	337	LF	\$184.50	\$62,176.50	337	\$62,176.50		\$62,176.50	100.0%		
12	48" RCP Class III	47	LF	\$245.00	\$11,515.00	47	\$11,515.00		\$11,515.00	100.0%		
13	24" RC Pipe Plug	1	EA	\$750.00	\$750.00	1	\$750.00		\$750.00	100.0%		
14	36" RCP Storm Sewer 45 Deg Bend	1	EA	\$2,250.00	\$2,250.00	1	\$2,250.00		\$2,250.00	100.0%		
15	Curb Inlet	3	EA	\$7,125.00	\$21,375.00	1	\$7,125.00		\$7,125.00	33.3%	\$14,250.00	
16	Curb Inlet w/ Junction Box	8	EA	\$7,415.00	\$59,320.00	2	\$14,830.00		\$14,830.00	25.0%	\$44,490.00	
17	Cast Iron Curb Inlet w/ Grate	2	EA	\$8,245.00	\$16,490.00						\$16,490.00	
18	Grate Inlet	1	EA	\$7,910.00	\$7,910.00	1	\$7,910.00		\$7,910.00	100.0%		
19	60" Dia. Storm Sewer Manhole, Grated Cover	1	EA	\$8,451.00	\$8,451.00	1	\$8,451.00		\$8,451.00	100.0%		
20	72" Dia. Storm Sewer Manhole, Solid Cover	1	EA	\$8,312.00	\$8,312.00						\$8,312.00	
21	84" Dia. Concrete Manhole, Grated Cover	2	EA	\$9,110.00	\$18,220.00	1	\$9,110.00		\$9,110.00	50.0%	\$9,110.00	
22	96" Dia. Concrete Manhole, Grated Cover	1	EA	\$9,021.00	\$9,021.00	1	\$9,021.00		\$9,021.00	100.0%		
23	8" PVC Sanitary Sewer Main, SDR 35	385	LF	\$65.20	\$25,102.00						\$25,102.00	
24	8" x 4" Wye, PVC	4	EA	\$265.00	\$1,060.00						\$1,060.00	
25	4" PVC Sanitary Sewer Service, SDR 26	60	LF	\$38.50	\$2,310.00						\$2,310.00	
26	Connect to Existing Sanitary Sewer Main	8	EA	\$500.00	\$4,000.00						\$4,000.00	
27	Connect to Existing Sewer Service	4	EA	\$200.00	\$800.00						\$800.00	
28	5" Concrete Sidewalk	244	SF	\$8.50	\$2,074.00						\$2,074.00	
29	7" Concrete Driveway	52	SY	\$85.00	\$4,420.00						\$4,420.00	
30	8" Concrete Pavement W/ Integral Curb & Gutter	1168	SY	\$83.10	\$97,060.80	490	\$40,719.00		\$40,719.00	42.0%	\$56,341.80	
31	9" Concrete Pavement W/ Integral Curb & Gutter	200	SY	\$88.50	\$17,700.00						\$17,700.00	
32	Detectable Warning Panels	32	SF	\$45.00	\$1,440.00						\$1,440.00	
33	Geosynthetic Clay Liner	196	LF	\$38.00	\$7,448.00	196	\$7,448.00		\$7,448.00	100.0%		
34	Remove and Relocate Area Light	2	EA	\$2,500.00	\$5,000.00	2	\$5,000.00		\$5,000.00	100.0%		
35	Seeding, Fertilizer and Mulch	0.3	ACRE	\$3,000.00	\$900.00	0.3	\$900.00		\$900.00	100.0%		

Progress Estimate

Contractor's Application

For (Contract): 2020 Fairview Storm Sewer Improvements, Phase III							Application Number: 1					
Application Period: thru August 25, 2020							Application Date: 8/25/2020					
A						B	C	D	E	F		G
Item			Contract Information				Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F) (B
Bid Item No.	Description		Item Quantity	Units	Unit Price	Total Value Item (\$) of						
GROUP B – WATER MAIN & SERVICES												
1	6" x 1" Saddle		1	EA	\$350.00	\$350.00						\$350.00
2	1" Corporation Stop		1	EA	\$410.00	\$410.00						\$410.00
3	1" Curb Stop and Box		3	EA	\$525.00	\$1,575.00						\$1,575.00
4	1" Copper Service Line		120	LF	\$25.00	\$3,000.00						\$3,000.00
5	Connect to Existing Water Service		7	EA	\$220.00	\$1,540.00						\$1,540.00
	Totals					\$604,306.85		\$353,725.95		\$353,725.95	58.5%	\$250,580.90

Stored Material Summary

Contractor's Application

[illegible]



AGENDA MEMO

Item #	15	Body	ALBION CITY COUNCIL
Subject	15. Employee Evaluation	Meeting Date	9/8/2020

Presenter(s)	
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Background Information	Enclosed in Mayor and Council Packets Only
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Discussion	
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Motion	To approve employee evaluation of Andrew Devine
2nd	
Roll Call	Kohtz _____ Hoefer _____ Porter _____ Johnson _____

Motion	
2nd	
Roll Call	

Summary of Decision	
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AGENDA MEMO

Item #	16 and 17	Body	ALBION CITY COUNCIL
Subject	16.ITEMS TO BE PUT ON NEXT MEETING AGENDA 17. Adjourn	Meeting Date	9/8/2020

Presenter(s)	
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Background Information	<p>Special Meeting: September 29, 2020 7:30 am <input type="checkbox"/></p> <ul style="list-style-type: none"> •To approve Fiscal Year End bills for payment •CONSIDER SECOND READING OF ORDINANCE 293(20) REGARDING THE ANNEXATION OF LOT 4 OF THE LANDEN ESTATES SUBDIVISION, CITY OF ALBION, BOONE COUNTY, NEBRASKA <p>Next Regular Meeting: October 13, 2020</p> <ul style="list-style-type: none"> •CONSIDER THIRD READING AND FINAL PASSAGE OF ORDINANCE 293(20) REGARDING THE ANNEXATION OF LOT 4 OF THE LANDEN ESTATES SUBDIVISION, CITY OF ALBION, BOONE COUNTY, NEBRASKA •CONSIDER PROFESSIONAL RETAIL OPERATIONS AGREEMENT AND FRANCHISE AGREEMENT
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Discussion	
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Motion	At _____ pm Council Member _____ made a motion to adjourn the meeting
2nd	
Roll Call	Johnson _____ Porter _____ Kohtz _____ Hoefer _____

Summary of Decision	
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