

CITY OF SCOTTSBLUFF
Council Chambers - City Hall
2525 Circle Drive, Scottsbluff, NE 69361
CITY COUNCIL AGENDA

Regular Meeting
September 4, 2018
6:00 PM

1. Roll Call
2. Pledge of Allegiance.
3. **For public information, a copy of the Nebraska Open Meetings Act is available for review.**
4. Notice of changes in the agenda by the city clerk (Additions may not be made to this agenda less than 24 hours before the beginning of the meeting unless added under Item 5 of this agenda.)
5. Citizens with business not scheduled on the agenda (As required by state law, no matter may be considered under this item unless council determines that the matter requires emergency action.)
6. Closed Session
 - a) Council reserves the right to enter into closed session if deemed necessary if the item is on the agenda as per Section 84-1410 of the Nebraska Revised Statutes.
7. Consent Calendar (Items in the consent calendar are proposed for adoption by one action for all items unless any member of the council requests that an item be considered separately)
 - a) Approve the minutes of the August 20, 2018 Regular Meeting.
 - b) Council to set a special meeting for September 10, 2018 at 12:00 p.m. to consider the Ordinance adopting the budget statement to be termed the annual appropriation bill for FY 2018-2019. (second reading)
8. Claims:
 - a) Regular Claims
9. Council Presentation
 - a) Council to recognize Sabrina Esparza with a Community Service Award.
10. Public Hearings:
 - a) Council to conduct a public hearing as advertised for 6:00 p.m. for authorizing the final tax request for the 2018-2019 year at a different amount than the prior year request.
 - b) Council to consider a Resolution setting the final tax request for the 2018-2019 year at a different amount than the prior year request.
 - c) Council to conduct a public hearing for the purpose of hearing support,

opposition, criticism, suggestions or observations of taxpayers relating to the FY 2018-2019 budget.

- d) Council to consider an Ordinance adopting the budget statement to be termed the annual appropriation bill for FY 2018-2019.
 - e) Council to conduct a public hearing as scheduled for this date at 6:00 p.m. to consider a Class I Liquor License for La Musica, LLC dba El Baile Nightclub, 705 East Overland, Scottsbluff, NE.
 - f) Council to make a recommendation to the Nebraska Liquor Control Commission naming Jose M. Carrillo as the Liquor License Manager of La Musica, LLC dba El Baile Nightclub.
 - g) Council to conduct a public hearing as scheduled for this date at 6:00 p.m. to consider a Zone Change for 1116 Avenue C from R- 1A, Single Family to C- 2 Neighborhood and Retail Commercial Zone.
11. Petitions, Communications, Public Input:
- a) Council to consider making a recommendation to the Nebraska Liquor License Commission regarding the appointment of Jennifer L. Hansen as the manager of RMH Franchise Corporation, dba Applebee's Neighborhood Bar & Grill.
12. Resolution & Ordinances:
- a) Council to consider an Ordinance updating solid waste collection fees for non-residential electronic recycling materials. (second reading)
 - b) Council to consider an Ordinance updating utility user fees, including water and sewer fees, solid waste collection and surcharge for storm water. (second reading)
 - c) Council to consider an Ordinance updating the use of special collections and additional containers. (second reading)
 - d) Council to remove from the table the consideration of an Ordinance charging fees for inbound and outbound materials at the compost facility.
 - e) Council to consider an Ordinance charging fees for inbound and outbound materials at the compost facility.
 - f) Council to approve the Resolution for the revised 90% plans and right of way cost estimate for the Monument Valley Pathway North Project.
13. Reports from Staff, Boards & Commissions:
- a) Council to approve the advertising of a Request For Proposal for sanitation services.
 - b) Council to discuss and approve an engineer, for Step 1, in connection with the siting of a municipal solid waste facility with the City of Gering.
 - c) Council to consider amended Fire Contract ARTICLE VIII WAGES.
 - d) Council to consider amended Police Contract ARTICLE XXII WAGES.
 - e) Council to consider approval of an agreement with the North Platte NRD and Minatare Mutual Canal & Irrigation Company that mitigates water use associated with the installation of a small water well for the Wastewater Treatment Plant process and authorize the Mayor to execute the agreement.

- f) Council to consider approving an agreement with Kirk Bernhardt as the Flag Football Coordinator and authorize the Mayor to execute the agreement.
- 14. Public Comments: The purpose of this agenda item is to allow for public comment of items for potential discussion at a future Council Meeting. Comments brought to the Council are for information only. The Council will not take any action on the item except for referring it to staff to address or placement on a future Council Agenda. This comment period will be limited to three (3) minutes per person
- 15. Council reports (informational only):
- 16. Scottsbluff Youth Council Representative report (informational only):
- 17. Adjournment.

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Exec1

Council reserves the right to enter into closed session if deemed necessary if the item is on the agenda as per Section 84-1410 of the Nebraska Revised Statutes.

Staff Contact: City Council

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Consent1

Approve the minutes of the August 20, 2018 Regular Meeting.

Staff Contact: City Council

The Scottsbluff City Council met in a regular meeting on August 20, 2018 at 6:00 p.m. in the Council Chambers of City Hall, 2525 Circle Drive, Scottsbluff. A notice of the meeting had been published on August 17, 2018, in the Star Herald, a newspaper published and of general circulation in the City. The notice stated the date, hour and place of the meeting, that the meeting would be open to the public, that anyone with a disability desiring reasonable accommodations to attend the Council meeting should contact the City Clerk's Office, and that an agenda of the meeting kept continuously current was available for public inspection at the office of the City Clerk in City Hall; provided, the City Council could modify the agenda at the meeting if it determined that an emergency so required. A similar notice, together with a copy of the agenda, also had been emailed to each council member, made available to radio stations KNEB, KMOR, KOAQ, and television stations KSTF and NBC Nebraska, and the Star Herald. The notice was also available on the city's website on August 17, 2018.

Mayor Meininger presided and City Clerk Wright recorded the proceedings. The Pledge of Allegiance was recited. Mayor Meininger welcomed everyone in attendance and encouraged all citizens to participate in the Council meeting asking those wishing to speak to come to the microphone and state their name and who they are representing for the record. Mayor Meininger informed those in attendance that a copy of the Nebraska open meetings act is posted in the back of the room on the west wall for the public's review. The following Council Members were present: Randy Meininger, Scott Shaver, Jordan Colwell, Mark McCarthy, and Raymond Gonzales. Also present were City Manager Johnson and City Attorney Kent Hadenfeldt.

Mayor Meininger asked if there were any changes to the agenda. There were none.

Mayor Meininger asked if any citizens with business not scheduled on the agenda wished to include an item providing the City Council determines the item requires emergency action. There were none.

Moved by Council Member McCarthy, seconded by Council Member Colwell that,

- a) "The minutes of the August 6, 2018 Regular Meeting be approved,"
- b) "Acknowledged a claim from Robert Wright for August 2, 2018 incident. The City Council will not take any action on the claim,"
- c) "A public hearing be set for September 4, 2018 at 6:00 p.m. to consider a Class I Liquor License for La Musica, LLC dba El Baile Nightclub, 705 East Overland, Scottsbluff, NE,"
- d) "A public hearing be set for September 4, 2018 at 6:00 p.m. for the FY 2018-2019 Budget,"
- e) "A public hearing be set for September 4, 2018 at 6:00 p.m. to consider a zone change for 1116 Avenue C from R-1A, Single Family to C-2 Neighborhood and Retail Commercial Zone," "YEAS," Colwell, Meininger, McCarthy, and Gonzales," "NAYS," Shaver. Absent: None.

Moved by Council Member Shaver, seconded by Council Member McCarthy, "that the following claims be approved and paid as provided by law out of the respective funds designated in the list of claims dated August 20, 2018, as on file with the City Clerk and submitted to the City Council," "YEAS," Meininger, Shaver, McCarthy, Gonzales, and Colwell. "NAYS," None. Absent: None.

CLAIMS

3MCOMPANY,WHITEPAVEMENTMARKINGTAPE,7194.78; ACCELERATED RECEIVABLES SOLUTIONS,WAGEATTACHMENT,169.46;ACTIONCOMMUNICATIONSINC.,EQUIP MAINT-PD,1282.61; AIRGAS USA, LLC,DEPT SUPPLIES,166.71; ASSOCIATED SUPPLY CO, INC,BLDG MAINT REC,1111.05; ASSURITY LIFE INSURANCE CO,LIFE INSURANCE,32.95; B&HINVESTMENTS,INC,DEP.SUP.-LIBRARY,124;BERNHARDTBRIITNEY,CONTRACTUAL REC,18; BLUFFS SANITARY SUPPLY INC.,JAN. SUP.,714.83; CAPITAL BUSINESS

SYSTEMS INC.,CONT. SRVCS.,310.72; CASH WA DISTRIBUTING,CONCESSION SUPP REC,353.78; CELCO PARTNERSHIP,CELL PHONES,287.72; CITY OF GERING,DISPOSAL FEES,46914.11; CITY OF SCB,PETTY CASH ADM,23.99; COMPUTER CONNECTION INC,RENT-MACH-PD,44; CONSOLIDATED MANAGEMENT COMPANY,SCHOOLS & CONF-PD,122.97; CONTRACTORS MATERIALS INC.,SUPP - SAFETY GLASSES,646.55; CREDIT BUREAU OF COUNCIL BLUFFS,JULY 2018 FEES/EMPLOYMENT SCREENING,83; CREDIT MANAGEMENT SERVICES INC.,WAGE ATTACHMENT,218.06; CROELL INC,DEPT SUP,224.7; CYNTHIA GREEN,DEPT SUPPL-PD,12.98; DALE'S TIRE & RETREADING, INC.,VEHICLE MTNC,572.75; DANKO EMERGENCY EQUIPMENT COMPANY,MOBILE COMMANDEQUIPMENT,20.91;DELLMARKETING,LP,COMPUTEREQUIPMENTFORVEHICLES,17738.68;DEMCO,INC,PRGRM.,27.93; DOOLEY OIL INC,OIL AND ANTIFREEZE,68; DUANE E. WOHLERS,DISPOSAL FEES,1600; ELITE URGENT CARE & FAMILY HEALTH, LLC,LB840,75000;ELLIOTTEQUIPMENTCOMPANYINC.,EQUIPMTNC,84.64;ENVIRONMENTALRESOURCEASSOCIATES,CONTRACTUAL SVC,119.18; FAT BOYS TIRE AND AUTO,EQUIPMTNC,89.37;FEDERALEXPRESSCORPORATION,POSTAGE,115.16;FERGUSON KEITH,CONTRACTUALREC,270;FLOYD'STRUCKCENTER,INC,REPAIRSTODUMPTRUCK,24 10.82;FRANCHATIMATTHEW,CONTRACTUAL REC,144; GRAY TELEVISION GROUP INC,CONTRACTUAL SVC,1390; HAWKINS, INC.,CHEMICALS,1671.4; HD SUPPLY FACILITIES MAINTENANCE LTD,DEPT SUP,1732.12; HYDROTEX PARTNERS, LTD,OIL AND ANTIFREEZE,1393.25; IDEAL LAUNDRY AND CLEANERS, INC.,JANIT SUPP PK,1084.85; INGRAM LIBRARY SERVICES INC,BKS.,1237.87; INTERNAL REVENUE SERVICE,WITHHOLDINGS,59498.29; INTRALINKS, INC,CONTRACT SERVICES - JULY 2018,4886.3;INVENTIVEWIRELESSOFNE,LLC,CONTRACTUALPK,85.57;JUANZATARIAN,EASTOVERLANDGRANTPROGRAM,9678;KIRKBERNHARDT,CONTRACTUALREC,412;KNO WHOWLLC,DEPT SUPPLIES,758.38; KOSMAN INC,FACILITY REPAIR,13195.86; LEAGUE OF NEBRASKA MUNICIPALITIES,MEMBERSHIP DUES 9/1/18 - 8/31/19,33270; LEXISNEXISRISKDATAMANAGEMENT,CONSULTINGD,100;LUPEDELGADO,CONSULTIN G-PD,35;MADISON NATIONAL LIFE,INSURANCE,1853.22; MARIA ELENA PEDROZA,EAST OVERLAND GRANT PROGRAM,9678.3; MARKETING CONSULTANTS,DEPT SUPP ADM,90; MATHESON TRI-GAS INC,RENT MACHINES,55.25; MENARDS, INC,DEPT SUP,603.19; MIDLANDS NEWSPAPERS, INC,LEGAL PUBLISHING,3051.96; MIDWEST FARM SERVICE-ALLIANCE,EQUIP MAINT PK,146.5; MONUMENT CAR WASH INC,VEH MAINT,19.15; MUNICIPAL SUPPLY INC. OF NEBRASKA,DEPT SUP,23441.69; MUNIMETRIX SYSTEMS CORP,IMAGE SILO - JULY 2018,39.99; NATIONAL ASSOCIATION OF SCHOOL RESOURCE OFFICERS, INC,MEMBERSHIP--PD,40; NE CHILD SUPPORT PAYMENT CENTER,NE CHILD SUPPORT PYBLE,1350.55; NE DEPT OF REVENUE,TAXES,48396.02; NE LIBRARY COMMISSION,SBSCR.,1480.2; NEBRASKA SAFETY & FIRE EQUIPEMENT INC.,AMEREX EXTINGUISHER REFILL NOZZLE,75; NEBRASKA INTERACTIVE, LLC,DRIVERS LICENSE REQ - JULY 2018,15; NEBRASKA MACHINERY CO,EQUIP MAINT ADM,2533.2; NEBRASKAPUBLICPOWERDISTRICT,ELECTRIC,43823.56;NEBRASKARURALRADIOASSOCIATION,CONTRACTUALSVC,232.5;NEBRASKALANDTIREINC,EQUIPMAINT,415.24;NELSON TRENT,DEPT SUPPLIES,19.95; NETWORKFLEET, INC,CONTRACTUAL SERVICES,204.5; NEWYORKTIMES,SBSCR.,447.2;OCLCONLINECOMPUTERLIBRARYCENTER,INC,CONT.S RVCS.,1032.91; OREGON TRAIL PLUMBING, HEATING & COOLING INC,BLDG MAINT PK,385;PANHANDLECONCRETEPRODUCTS,INC,DEPTSUP,403;PANHANDLECOOPERATIVEASSOCIATION,OTHER FUELS,22778.83; PANHANDLE ENVIRONMENTAL SERVICES INC,SAMPLES,60; PEPSI COLA OF WESTERN NEBRASKA, LLC,CONCESSION SUPP

REC,49.2; PLATTE VALLEY BANK,HSA SAVINGS,14929.95; POSTMASTER,POSTAGE,649.9; PRAISEWINDOWSINC,BLDG.MAIN.,420;PROTEXCENTRAL,INC.,FIREEXTINGUISHERREC HARGE,60.5;QUILLCORPORATION,DEPT/JANIT/INVESTSUPPLPD,275.29;REAMSSPRINKLER SUPPLY CO.,GROUND MAINT PK,624.83; REGIONAL CARE INC,CLAIMS,64243.66; RICHARD P CASTILLO,CONTRACTUAL REC,270; S M E C,EMPLOYEE DEDUCTION,161; SANDBERG IMPLEMENT, INC,EQUIP MTNC,1474.04; SCB FIREFIGHTERS UNION LOCAL 1454,FIRE EE DUES,210; SCOTTS BLUFF COUNTY COURT,LEGAL FEES-PD,221; SCOTTSBLUFF MOTOR CO, INC,VEH MAINT-PD,16.95; SCOTTSBLUFF POLICE OFFICERS ASSOCIATION,POLICE EE DUES,528; SCOTTSBLUFF WINSUPPLY COMPANY,GROUND MAINT PK,402.9; SHAW DAVID,CONTRACTUAL REC,18; SHERWIN WILLIAMS,RED LATEX PAINT,2139.58; SIMON CONTRACTORS,CONCRETE FOR STREET REPAIR,3187.25; SNELL SERVICES INC.,EQUIP. MAIN.,3604.36; SPENGLER MICHAEL,CONTRACUAL REC,198;STARRLEHL,EXPENSEECON.DEV.PROJECT,74.3;STRICKERMARTIN,CONTRACT UAL REC,324; SUHOR INDUSTRIES, INC.,DEPT SUPP CEM,200; SUPERIOR SIGNALS, INC,EQUIP MTNC,343.92; THE CHICAGO LUMBER COMPANY OF OMAHA INC,EQUIP MAINT PK,194.2; THE COPIER NINJA LLC,EQUIP/DEPT-PD,425.99; THE PEAVEY CORP,INVEST SUPPL-PD,44; TRI-STATE SPRINKLER SYSTEMS, LLC,CONTRACTUAL SVC,217.84;UNIONBANK&TRUST,RETIREMENT,37113.27;UNIQUEMANAGEMENTSERVIC ES,INC,CONT.SRVCS.,179;VANDIEST SUPPLY COMPANY,MOSQUITO SPRAY,1390; VOGEL WEST, INC,KIT FOR PAINT GUN,29.6; WESTERN COOPERATIVE COMPANY,GROUND MAINT PK,225.12; WESTERN PATHOLOGY CONSULTANTS, INC,RANDOM TESTING - JULY 2018,262; WESTERN TRAVEL TERMINAL, LLC,VEH MAINT-PD,949; WYOMING CHILD SUPPORT ENFORCEMENT,CHILD SUPPORT,738.08; YOUNG MEN'S CHRISTIAN ASSOCIATION OF SCOTTSBLUFF, NE,YMCA,1668; REFUNDS; HOLLY HERMAN, 2.04; BECKENHAUERCONSTRUCTION, 51.77; JODI R LANGE, 3.10; KAITLIN J MOSS, 10.22.

City Manager Johnson presented the July 2018 Financial Report to the City Council explaining that YTD net revenue is up 2.4 million, due to the 42nd Street bond proceeds. He stated the water budget has 21% remaining and should be at 12%, making this a concern, because it is revenue that has not been received due to a wet spring and summer. Investments, however, are higher coming in at \$350,000.00 compared to \$250,000.00 last year. Also, sales tax revenue from this time last year is up \$2,963.00 or .57% with YTD being down \$765.00 or -.01%.

Mr. Marv Richard, President of the West Nebraska Arts Center and Ms. Cindy Dickinson, representing Soroptimists approached the Council regarding a Community Festival Permit for a Chair-ity art event fundraiser on September 13th from 5-7 p.m. to benefit Soroptimist International of Scotts Bluff County. Ms. Dickinson explained that local artists have been busy painting chairs for this event. She indicated there will be hors d' oeuvres and a cash bar, with all funds being donated for scholarships to benefit women and young girls. Council Member Shaver asked if any streets will be closed for this event. Ms Dickinson stated the event will be held indoors. Mayor Meininger, seconded by Council Member Shaver, put into motion "to approve a Community Festival Permit for Soroptimists International of Scotts Bluff County at the West Nebraska Arts Center, 106 East 18th St., for a Chair-ity event on September 13, 2018 from 5:00 p.m. to 7:00 p.m.," "YEAS," Shaver, McCarthy, Gonzales, Colwell, and Meininger," "NAYS," None. Absent: None.

Ms. Karen Hunter, manager of Kelley's Liquor explained she will be responsible for applying for the Special Designated Liquor License for the Soroptimist event. Mayor Meininger asked if they have done this before, with Ms. Hunter commenting they have many times. It was put into motion by

Mayor Meininger, seconded by Council Member Shaver “to approve a Special Designated Liquor License for Kelley’s Liquor and Soroptimists International of Scotts Bluff County to serve wine, beer, and distilled spirits at a Community Festival event at the West Nebraska Arts Center, 106 East 18th St., on September 13, 2018 from 5:00 to 7:00 p.m.,” “YEAS,” McCarthy, Gonzales, Colwell, Meininger, and Shaver,’ “NAYS,” None. Absent: None.

Ms. Starr Lehl, Economic Development Director, was present to give an update on Economic Development activities. Ms. Lehl explained she has been doing a lot of public relations for the City by going to business after hours and Chamber activities and there have been a total of 141 jobs created and funded through the LB840 Economic Development Fund. She stated they have been working hard to get shovel ready sites for companies through annexation and tax increment financing. During discussion, Council Member Shaver asked what the cost was to the City last year, with City Manager Johnson stating he will get that for him. Also, Council Member Gonzales asked Ms. Lehl to give quarterly updates and Mayor Meininger asked to be kept informed of the construction phases of the bigger projects in the community.

Mr. Dave Schaff, representing a group to bring a Recreation/Event facility to the community approached the Council with information regarding the project. He gave a power point presentation highlighting certain aspects of the facility. The group would like to make the Scottsbluff/Gering area a better place to live, recognizing the need for a better quality of life. The concept is to bring large scale events to the community, recognizing the aquatic need and senior center space in the first phase, with an event center being built for the second phase. The proposed area narrowed down for this facility is located south of Coop between South Beltline and the North Platte River.

The aquatic center, part of the first phase, would encompass two areas. One area would be a recreation pool with a play area for children. The other would be a competitive pool that would be available for swimming and diving. The two would be separated by a glass wall and would be space appropriate to house a senior center and birthday parties. The second phase would accommodate an events center for concerts, home and garden shows and sporting tournaments that could be held year round. The center would have a 5000 seating capacity along with 1200 parking spots.

According to Mr. Schaff the estimated cost for phase one is 20 million dollars, with funding being a big aspect of the project. The group is asking the City to partner with them as they move forward, by adding the aquatic center to the LB 357 resolution wording.

Council Member Shaver asked if there would be issues with the pool and ground water at the site. Mr. Schaff stated they would be able to elevate the site adequately enough to get it out of ground water. He feels if it is designed right there should not be a problem.

City Manager Johnson presented the Ordinance updating solid waste collection fees for non-residential electronic recycling materials. He stated the charge would be .50 per pound for all electronic waste brought in for recycling. Computer monitors, desk top and laptop computers for both residential and non-residential would be \$5.00 per monitor or desk top or laptop computer. For non-recyclable electronic equipment or appliance the fee would be \$26.00 per item, with cardboard containers costing \$20.00 per month. Council Member Shaver introduced the Ordinance updating solid waste collection fees for non-residential electronic recycling materials and was read by title on first reading: **AN ORDINANCE FOR THE CITY OF SCOTTSBLUFF, NEBRASKA, AMENDING THE MUNICIPAL CODE SOLID WASTE COLLECTION FEES AT CHAPTER 6, ARTICLE 6, ADDING A FEE PER POUND FOR NONRESIDENTIAL ELECTRONIC RECYCLING MATERIALS, REPEALING PRIOR PROVISIONS OF THE MUNICIPAL CODE, PROVIDING FOR AN EFFECTIVE DATE AND PROVIDING FOR PUBLICATION IN PAMPHLET FORM.**

Mr. Johnson presented the Ordinance updating utility user fees, including water and sewer fees, solid waste collection and surcharge for storm water. It includes a three percent increase for

water, sewer, and sanitation, with storm water receiving a \$3.00 surcharge. These increases are the result of decisions made at the budget workshop to use cash to build projects such as a transfer station. Council Member McCarthy introduced the Ordinance updating utility user fees, including water and sewer fees, solid waste collection and surcharge for storm water and was read by title on first reading: **AN ORDINANCE OF THE CITY OF SCOTTSBLUFF AMENDING SEWER USER FEES AT CHAPTER 6, ARTICLE 6, INCLUDING SURCHARGE FOR STORMWATER REGULATORY REQUIREMENTS, AMENDING AND CHANGING THE SOLID WASTE COLLECTION FEES AT CHAPTER 6, ARTICLE 6, AND WATER SERVICE FEES AT CHAPTER 6, ARTICLE 6, REPEALING PRIOR PROVISIONS OF THE MUNICIPAL CODE AND PROVIDING FOR AN EFFECTIVE DATE.**

Mr. Johnson presented the Ordinance updating the use of special collections and additional containers. He stated this is a cleanup Ordinance that deals with special pickups. Council Member Colwell introduced the Ordinance updating the use of special collections and additional containers and was read by title on first reading: **AN ORDINANCE OF THE CITY OF SCOTTSBLUFF AMENDING CHAPTER 6, ARTICLE 6, INCLUDING SPECIAL COLLECTIONS AND ADDITIONAL CONTAINERS REPEALING PRIOR PROVISIONS OF THE MUNICIPAL CODE AND PROVIDING FOR AN EFFECTIVE DATE.**

Mr. Johnson stated, as directed by Council at the budget workshop in June, he is presenting the Ordinance charging fees for inbound and outbound materials at the compost facility to help cover operational costs. Inbound commercial/non-residential yard waste and tree disposal \$25.00 per ton, outside city residential yard waste inbound \$5.00 per 450 lbs., outbound mulch \$25.00 per ton and outbound compost \$18.00 per ton.

Mr. Mark Lang, owner of Lang's Yard Service approached the Council and asked that they not charge him to dump yard waste from his residential customers in the City of Scottsbluff. He says he takes the grass because he has elderly customers that cannot roll their yard dumpsters out to the street.

Mr. Carr Trumbull expressed his concern regarding the fees as well. He lives in Regency Court and the people that live in that area are elderly. He feels that because they pay the full fee for the service that they not charge the person the HOA hired to mow the lawns to dump. He feels it would cost the City more to come and empty each container than to let the lawn person dump at the compost facility.

After much discussion it was put into motion by Council Member Gonzales and seconded by Council Member Colwell "to table the Ordinance charging fees for inbound and outbound materials at the compost facility," "YEAS," Gonzales, Colwell, Meininger, Shaver, and McCarthy. "NAYS," None. Absent: None.

City Manager Johnson brought forth the resolution regarding fees for water main charges and water shutoff, disconnection and reconnection. He mentioned this was another item discussed at the budget workshop. Council Member Shaver asked for redline versions so he could see what changes are made. It was put into motion by Mayor Meininger, seconded by Council Member Colwell "to approve the revised Resolution No. 18-08-03 concerning fees for water main charges and water shutoff, disconnection and reconnection," "YEAS," Colwell, Meininger, McCarthy, and Gonzales. "NAYS," Shaver. Absent: None.

RESOLUTION 18-08-03

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SCOTTSBLUFF, NEBRASKA:

1. The City Council reaffirms its previous statements in prior resolutions and finds pursuant to Section 23-1-21 of the Scottsbluff Municipal Code as follows:

a. The reasonable cost to the City of labor, material, equipment and equipment use to be furnished in tapping a main, installing the part of the connection situated within any street, alley or strip of land subject to an easement for purposes of a public water main and installing the meter and remote reader is as follows:

Service Size	Meter Size	Non-Surfaced Street	Cost Surfaced Street or Street To Be Surfaced Within 1 Year
1"	3/4"	\$718.00	\$1,158.00
1"	1"	\$777.00	\$1,212.00
1 1/2"	3/4"	\$896.00	\$1,308.00
1 1/2"	1"	\$957.00	\$1,357.00
1 1/2"	1 1/2"	\$1,280.00	\$1,690.00
2"	1 1/2"	\$1,390.00	\$1,800.00
2"	2"	\$1,606.00	\$2,016.00

The reasonable cost of the city of the above items for installations outside of the city limits is the above amount plus \$150.00.

b. The reasonable cost the City of meters alone, where all of their material and equipment and all labor is furnished by someone other than the City, is as follows:

Meter Size	Cost
3/4"	\$293.00
1 "	\$348.00
1 1/2"	\$667.00
2"	\$878.00

In the case of meters of sizes other than those shown above, the reasonable cost shall be the acquisition cost to the City plus a handling cost in the amount of 10 percent of the acquisition cost.

2. The City Council finds and determines pursuant to Section 23-2-12 of the Scottsbluff Municipal Code, that the reasonable cost to the City for equipment, equipment use, and labor required to make a water shutoff or disconnection and to turn on or reconnect water service, and the fee to be charged for such service, is as follows:

<u>Time</u>	<u>Amount</u>
7:30 a.m. to 4:00 p.m., all days except Saturdays, Sundays, and holidays.	\$30.00
All other times	\$50.00

The amounts described in this paragraph have been in effect for a number of years and are not changed by this Resolution.

3. Before water service is disconnected, the customer shall be given by first-class mail or in person a written notice advising the customer that water service will be disconnected unless the bill is paid in full by a designated date. The designated date shall not be less than seven days after notice was sent or given. Holidays and weekends shall be excluded from the seven days. If the customer has not paid the bill in full by 4:00 p.m. on the designated date, the customer will be liable for the charges specified in this Resolution without regard to whether service is actually disconnected.

4. This Resolution will become effective following its passage and approval as provided by law. Resolution 12-04-04, is repealed effective immediately.

PASSED and APPROVED on August 20, 2018.

Mayor

ATTEST:

City Clerk (Seal)

City Manager Johnson presented the redline version of the pay resolution, noting changes to be in accordance with CIR, pertaining to the Police and Fire Department Unions. The Police Department has received a 1% cost of living increase and in regards to the Fire Department, the position of lieutenant has been added. This new fire promotional position will not add any employees, but will take one individual out of each of the three shifts and Mr. Johnson stated, to get the Fire Department in between 98 to 102 with CIR, Step 8 has also been added. Council Member McCarthy put into motion, seconded by Council Member Shaver "to approve the revised 2018-2019 Pay Resolution No. 18-08-04," "YEAS," Meininger, Shaver, McCarthy, Gonzales, and Colwell. "NAYS," None. Absent: None.

RESOLUTION NO. 18-08-04

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCOTTSBLUFF, NEBRASKA:

1. That the following Pay Plan for officers and employees of the City of Scottsbluff, Nebraska employed in Classified Positions be approved August 20, 2018 and effective October 1, 2018

**PAY SCHEDULE
HOURLY RATES (Based on 40 hour work week)**

<u>Grade</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>L1</u>	<u>L2</u>
2	8.90	9.35	9.82	10.31	10.83	11.37	11.94
3	9.35	9.82	10.31	10.83	11.37	11.94	12.54
4	9.82	10.31	10.83	11.37	11.94	12.54	13.17
5	10.31	10.83	11.37	11.94	12.54	13.17	13.83
6	10.83	11.37	11.94	12.54	13.17	13.83	14.52
7	11.37	11.94	12.54	13.17	13.83	14.52	15.25
8	11.94	12.54	13.17	13.83	14.52	15.25	16.01
9	12.54	13.17	13.83	14.52	15.25	16.01	16.81
10	13.17	13.83	14.52	15.25	16.01	16.81	17.65
11	13.83	14.52	15.25	16.01	16.81	17.65	18.53
12	14.52	15.25	16.01	16.81	17.65	18.53	19.46
13	15.25	16.01	16.81	17.65	18.53	19.46	20.43
14	16.01	16.81	17.65	18.53	19.46	20.43	21.45
15	16.81	17.65	18.53	19.46	20.43	21.45	22.52
16	17.65	18.53	19.46	20.43	21.45	22.52	23.65
17	18.53	19.46	20.43	21.45	22.52	23.65	24.83
18	19.46	20.43	21.45	22.52	23.65	24.83	26.07
19	20.43	21.45	22.52	23.65	24.83	26.07	27.37
20	21.45	22.52	23.65	24.83	26.07	27.37	28.74

BI-WEEKLY RATES

18	1553.73	1631.42	1712.99	1798.64	1888.57	1983.00	2082.15
19	1631.42	1712.99	1798.64	1888.57	1983.00	2082.15	2186.26
20	1712.99	1798.64	1888.57	1983.00	2082.15	2186.26	2295.57
21	1798.64	1888.57	1983.00	2082.15	2186.26	2295.57	2410.35
22	1888.57	1983.00	2082.15	2186.26	2295.57	2410.35	2530.87
23	1983.00	2082.15	2186.26	2295.57	2410.35	2530.87	2657.41
24	2082.15	2186.26	2295.57	2410.35	2530.87	2657.41	2790.28
25	2186.26	2295.57	2410.35	2530.87	2657.41	2790.28	2929.79
26	2295.57	2410.35	2530.87	2657.41	2790.28	2929.79	3076.28
27	2410.35	2530.87	2657.41	2790.28	2929.79	3076.28	3230.09
28	2530.87	2657.41	2790.28	2929.79	3076.28	3230.09	3391.60
29	2657.41	2790.28	2929.79	3076.28	3230.09	3391.60	3561.18
30	2790.28	2929.79	3076.28	3230.09	3391.60	3561.18	3739.24
31	2929.79	3076.28	3230.09	3391.60	3561.18	3739.24	3926.20

2. That the following positions in the Classification Plan are assigned to the following Class Grades:

HOURLY POSITIONS

<u>Grade</u>	<u>Class Titles</u>	<u>Grade</u>	<u>Class Titles</u>
7	Library Technician	15	Crew Leader
7	Waterpark Manager	16	Maintenance Mechanic
9	Building & Grounds Custodian	16	Fire Prevention Officer

9	Compliance Officer	17	Wastewater Plant Operator II
10	Library Assistant	17	Water System Operator II
11	Record Technician	17	Construction-Locator Specialist
11	Humane Officer	18	Utilities Administrative Coordinator
12	Administrative Services Assistant	18	Account Clerk - Finance
12	Administrative Records Technician	18	Admin. Assist. - Police Department
13	Account Clerk	18	Lead Maintenance Mechanic
13	Administrative Assistant	18	Cemetery Supervisor
13	Maintenance Worker	19	Stormwater Program Specialist
13	Motor Equipment Operator	20	Code Administrator I
14	Wastewater Plant Operator I	20	Deputy City Clerk
14	Water System Operator I	20	Payroll Clerk/Benefit Administrator
14	Heavy Equipment Operator		
14	Solid Waste Equip. Operator		

EXEMPT POSITIONS

Professional, Administrative and Executive

<u>Grade</u>	<u>Class Titles</u>	<u>Grade</u>	<u>Class Titles</u>
18	Librarian	26	Deputy Director of Finance
19	Recreation Supervisor	26	Deputy Director of Public Works
20	GIS Analyst	27	Director of Economic Development
22	Transportation Supervisor	27	Police Captain
22	Water System Supervisor	27	Director of Human Resources
22	Wastewater Plant Supervisor	29	Director of Public Works
22	Environmental Services Supervisor	29	Fire Chief
22	Code Administrator II	30	Police Chief
23	Planning Administrator	31	Director of Finance
24	City Clerk/Risk Manager		
24	Library Director		
24	Emergency Management Director		
24	Park Supervisor		

3. That the following pay schedule for officers and employees in Unclassified Positions of the city is approved August 20, 2018 and effective October 1, 2018.

<u>Position</u>	<u>Salary Minimum</u>	<u>Salary Maximum</u>
City Manager	Established by City Council	

Seasonal and Part-time Hourly Rates

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
School Crossing Guard	\$9.00	\$9.50	\$10.00	\$10.20	\$10.40	\$10.60	\$10.80
Library Page	\$9.00	\$9.50	\$10.00	\$10.20	\$10.40	\$10.60	\$10.80
Laborer	\$9.00	\$9.50	\$10.00	\$10.20	\$10.40	\$10.60	\$10.80
Field Mntc. Groundskeeper	\$9.40	\$9.90	\$10.40	\$10.60	\$10.80	\$11.00	\$11.20

Waterpark Aide	\$9.00	\$9.50	\$10.00	\$10.20	\$10.40	\$10.60	\$10.80
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*Lifeguard	\$9.00	\$9.50	\$10.00	\$10.20	\$10.40	\$10.60	\$10.80

*Lifeguard with Nebraska Certified Pool Operator's License & assigned to the maintenance of the waterpark facility will receive an additional 30 cents per hour.

NOTE: Pay step increase may be given after one year of service from hire date, at the discretion of the Department Head.

- The Pay Schedule for the position of Firefighters, Fire Lieutenants and Fire Captains working a 56 hour week shall be the schedule approved in a Resolution adopted by the Mayor and City Council on August 20, 2018 and effective October 1, 2018.

<u>Class Title</u>	<u>Hourly Pay Schedule (56 hour week)</u>							
	1	2	3	4	5	6	7	8
Firefighter	13.95	14.65	15.38	16.15	16.96	17.81	18.70	19.64
Fire Lieutenant	16.04	16.85	17.68	18.57	19.50	20.48	21.50	22.58
Fire Captain	18.07	18.97	19.92	20.92	21.97	23.07	24.22	25.43

- That the Pay Schedule for the position of Patrol Officer, Corporal and Police Sergeant shall be the Schedule approved in a resolution approved by the Mayor and City Council on August 20, 2018 to be effective October 1, 2018.

<u>Class Title</u>	<u>Hourly Pay Schedule</u>						
	1	2	3	4	5	6	7
Patrol Officer	19.49	20.47	21.49	22.56	23.70	24.88	26.12
Police Corporal	21.12	22.18	23.29	24.45	25.67	26.96	28.31
Police Sergeant	23.29	24.45	25.67	26.96	28.31	29.72	31.21

- Resolution No. 18-08-04 and all other resolutions in conflict with this resolution are repealed.

Passed and approved this 20th day of August, 2018.

Mayor

ATTEST:

City Clerk

Mr. Johnson explained to Council that there were four different draft copies of resolutions in their packets regarding LB357. He went over each resolution bringing out the differences in each one. He reminded Council that a decision would have to be made or it would be 2020 before this could be considered again due to statutory language requiring primary or general election.

Mr. Terry Schaub, Scottsbluff resident, addressed the Council and encouraged them to come to a decision, so LB357 can be placed on the ballot. He feels our infrastructure in the community needs to be taken care of.

Dr. Lou Kleager, who represents the pool group, asked Council to support the group and the pool project. He stated that a competition pool is much needed in the community and they already have the land donated.

Conrad Bostron, CEO with the YMCA, agreed with Mr. Kleager and reiterated that if nothing is done, the pools in the area are coming to the end of their lifespans and that in itself needs to be considered.

Council Member Gonzales suggested that Council make a commitment for work to be done on Ave B, West and East Overland, and then look at the recreation aspect with Council Member Shaver adding that storm water sections could be done at the same time as the road work.

Ms. Mary Skiles, Scottsbluff resident, commented that she is excited to see the senior citizen center being an addition to the aquatic center and applauds the Council for even considering the aquatic center in the resolution.

Mayor Meininger, seconded by Council Member Colwell made the motion "to adopt Resolution 18-08-05 placing LB357 on the ballot," "YEAS," Shaver, McCarthy, Gonzales, Colwell, and Meininger. "NAYS," None. Absent: None.

RESOLUTION NO. 18- 08 - 05

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF
SCOTTSBLUFF, NEBRASKA:**

a. The City currently imposes a City Sales and Use Tax in the amount of 1.5% pursuant to the Local Option Revenue Act, sections 77-27,142, *et seq.* of the Nebraska Statutes (the “Existing City Sales and Use Tax”)

b. The City is in need of additional revenue in order to provide for public infrastructure projects such as the mill and overlay of Avenue B, East and West Overland and 20th Street as well as stormwater improvements, a new aquatics center and existing pathway projects including Phase 1 and Phase 2.

c. §77-27,142 of the Nebraska Statutes allows the City Council to impose an additional one-half of one percent (1/2%) sales tax in addition to the Existing City Sales and Use Tax for the purpose of funding public infrastructure projects listed above, following an election at which a majority of the qualified electors of the City approve such additional sales and use tax;

Resolved by the Mayor and City Council of the City that:

1. At the November 6, 2018 general election, the following proposition in the form shown below shall be submitted to the qualified electors of the City for their approval or disapproval at the primary election:

PROPOSITION:

Shall the City Council of the City of Scottsbluff, Nebraska increase the local sales and use tax rate by an additional one-half of one percent (½%) from the current rate of one and one-half percent (1½%) to a total rate of two percent (2%) and impose a sales and use tax at the increased rate upon the same transactions within the City on which the State of Nebraska is authorized to impose a tax, subject to the terms and conditions set out below?

_____ Yes (For increasing the Sales and Use Tax)

_____ No (Against increasing the Sales and Use Tax)

Terms and Conditions: The terms and conditions of the proposition are as follows:

a. No reductions or elimination of other taxes or fees is contemplated.

b. Revenues from the increased sales and use tax are to be used for the following public infrastructure projects as are allowed pursuant to §77-27,142 of the Nebraska Statutes: mill and overlay work on Avenue B from Railway to Highway 26, mill and overlay work on East Overland and West Overland from city limit to city limit, mill and overlay work on 20th Street from city limit to city limit, stormwater improvements, a new aquatics center and existing pathway projects including Phase 1 and Phase 2.

c. The City and the Community Redevelopment Authority of the City of Scottsbluff will enter into an Interlocal Agreement which creates the Scottsbluff Infrastructure Agency for purposes related to the listed public infrastructure projects. The Interlocal Agreement contains provisions, including benchmarks, relating to the long-term development of unified governance of the listed public infrastructure projects with respect to the parties.

d. The increased sales and use tax shall terminate no more than ten years after the effective date of the increased sales and use tax or, if bonds are issued and the local option sales and use tax revenue is pledged for payment of such bonds, upon payment of such bonds and any refunding bonds, whichever date is later.

2. Electors desiring to vote in favor of or against the proposition shall do so in the manner specified in the ballot form as provided by the Scotts Bluff County Clerk.

3. The general election shall be conducted by the Scotts Bluff County Clerk at polling places established by the County Clerk in each of the City's precincts. The polls shall be open from 7:00 a.m. through 7:00 p.m. on the day of the general election.

4. The following notice required by law shall be published in the Star-Herald, a legal newspaper of general election in the City not more than 30 days nor less than 10 days before the date of the election. The notice shall be in substantially the following form:

City of Scottsbluff, Nebraska

Notice of Election

Notice is given that at the general election on Tuesday, November 6, 2018, at the usual polling place in each precinct of the City of Scottsbluff, Nebraska, the ballot will include for the electors of the City for their approval or rejection, the following proposition:

[Insert text of proposition from Paragraph 1 of this Resolution in the notice]

The polls will be open from 7:00 a.m. through 7:00 p.m. on the Election Day. Absent, disabled, and confined voters' ballots may be obtained from the County Clerk as

provided by law. Copies of the proposition may be obtained at the office of the Scottsbluff City Clerk at City Hall, 2525 Circle Drive, Scottsbluff, Nebraska 69361.

Dated: August ____, 2018.

/s/ City Clerk

5. The City Clerk shall cause a certified copy of this Resolution to be delivered to the Scotts Bluff County Clerk on or before September 1, 2018.

Passed and Approved on August ____, 2018.

Mayor

Attest:

City Clerk

Regarding the contract with VSP a voluntary vision insurance benefit for employees, Mr. Johnson explained to Council this is no cost to the City, as employees are responsible for the premiums. It was put into motion by Council Member Colwell, seconded by Council Member Gonzales "to approve a contract with VSP, a voluntary vision insurance benefit, for 2019 and authorize the Mayor to execute the contract," "YEAS," McCarthy, Gonzales, Meininger, Colwell, and Shaver. "NAYS," None. Absent: None.

Ms. Noelle Thompson, Library Director, was present to inform Council that the Library board has approved policy revisions which will help them keep their Gold Level Accreditation Status and she respectfully asks the Council for their approval as well. It was put into motion by Council Member McCarthy, seconded by Council Member Colwell "to approve the policy revisions and the updated 2018-2021 Community Needs Response Plan for the Library," "YEAS," Gonzales, Colwell, Meininger, and McCarthy. "NAYS" None. Absent: Shaver.

Under Public Comments, Ms Sabrina Esparza informed Council that she will no longer be in charge of the clean-up for the City of Scottsbluff that she has been doing for the last twenty years. She has a very hard time finding volunteers, and must resign due to medical reasons. She asked that the billing from the City be put in Spanish to help the citizens understand to take their trash to the dump and she thanked the City for helping her through the years.

Under Council reports, Mayor Meininger stated the Senior Center meeting is the second

Tuesday of the month and 911 advisory meetings are coming up. Council Member Shaver added that school has started and he hopes a student representative will start coming to the meetings.

It was put into motion by Council Member Shaver, seconded by Council Member Gonzales “to adjourn the meeting at 7:46 p.m.,” “YEAS,” Shaver, McCarthy, Gonzales, Colwell, and Meininger. “NAYS,” None. Absent: None.

Mayor

Attest:

City Clerk

“SEAL”

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Consent2

Council to set a special meeting for September 10, 2018 at 12:00 p.m. to consider the Ordinance adopting the budget statement to be termed the annual appropriation bill for FY 2018-2019. (second reading)

Staff Contact: City Council

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Claims1

Regular Claims

Staff Contact: Liz Hilyard, Finance Director



City of Scottsbluff, NE

Expense Approval Report

By Vendor Name

Post Dates 08/21/2018 - 09/04/2018

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: 08424 - 21st CENTURY WATER TEHNOLOGIES, LLC					
Fund: 111 - GENERAL					
GROUND MAINT PK	GROUNDS MAINTENANCE				1,048.54
Fund 111 - GENERAL Total:					1,048.54
Vendor 08424 - 21st CENTURY WATER TEHNOLOGIES, LLC Total:					1,048.54
Vendor: 00393 - ACTION COMMUNICATIONS INC.					
Fund: 621 - ENVIRONMENTAL SERVICES					
VEHICLE MTNC	VEHICLE MAINTENANCE				48.00
Fund 621 - ENVIRONMENTAL SERVICES Total:					48.00
Vendor 00393 - ACTION COMMUNICATIONS INC. Total:					48.00
Vendor: 08144 - AE SERVICES, LLC					
Fund: 111 - GENERAL					
ELECTRICAL - 18TH ST PLAZA	BUILDING MAINTENANCE				2,390.00
Fund 111 - GENERAL Total:					2,390.00
Vendor 08144 - AE SERVICES, LLC Total:					2,390.00
Vendor: 09663 - ALARM SECURITY TECHNICIANS					
Fund: 111 - GENERAL					
CONTRACTUAL-PD	CONTRACTUAL SERVICES				14.95
Fund 111 - GENERAL Total:					14.95
Vendor 09663 - ALARM SECURITY TECHNICIANS Total:					14.95
Vendor: 03711 - AMAZON.COM HEADQUARTERS					
Fund: 111 - GENERAL					
DEPT SUPP	DEPARTMENT SUPPLIES				239.00
DEPT SUPP	DEPARTMENT SUPPLIES				239.00
Misc.	AUDIOVISUAL SUPPLIES				150.90
Misc.	BOOKS				138.05
Misc.	PROGRAMMING				51.78
Fund 111 - GENERAL Total:					818.73
Vendor 03711 - AMAZON.COM HEADQUARTERS Total:					818.73
Vendor: 09955 - ANGEL FERNANDEZ					
Fund: 111 - GENERAL					
EAST OVERLAND GRANT	COMMUNITY DEVELOPMENT				10,000.00
Fund 111 - GENERAL Total:					10,000.00
Vendor 09955 - ANGEL FERNANDEZ Total:					10,000.00
Vendor: 02118 - ANITA'S GREENSCAPING INC					
Fund: 111 - GENERAL					
Cont. srvcs.	CONTRACTUAL SERVICES				242.00
Fund 111 - GENERAL Total:					242.00
Vendor 02118 - ANITA'S GREENSCAPING INC Total:					242.00
Vendor: 04575 - AUTOZONE STORES, INC					
Fund: 111 - GENERAL					
Tower One service	VEHICLE MAINTENANCE				20.56
Fund 111 - GENERAL Total:					20.56
Vendor 04575 - AUTOZONE STORES, INC Total:					20.56
Vendor: 00295 - B & H INVESTMENTS, INC					
Fund: 111 - GENERAL					
BLDG MAINT-PD	BUILDING MAINTENANCE				10.75
BLDG MAINT-PD	BUILDING MAINTENANCE				10.75

Expense Approval Report

Post Dates: 08/21/2018 - 09/04/2018

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Dep. sup. - LIBRARY	DEPARTMENT SUPPLIES				40.50
				Fund 111 - GENERAL Total:	62.00
				Vendor 00295 - B & H INVESTMENTS, INC Total:	62.00
Vendor: 09716 - BLACK HILLS GAS DISTRIBUTION LLC					
Fund: 111 - GENERAL					
Monthly Energy Bill	HEATING FUEL				36.61
Monthly Energy Bill	HEATING FUEL				49.12
Monthly Energy Bill	HEATING FUEL				32.39
Monthly Energy Bill	HEATING FUEL				49.13
Monthly Energy Bill	HEATING FUEL				84.07
Monthly Energy Bill	HEATING FUEL				107.40
Monthly Energy Bill	HEATING FUEL				908.66
				Fund 111 - GENERAL Total:	1,267.38
Fund: 212 - TRANSPORTATION					
Monthly Energy Bill	HEATING FUEL				230.46
				Fund 212 - TRANSPORTATION Total:	230.46
Fund: 621 - ENVIRONMENTAL SERVICES					
Monthly Energy Bill	HEATING FUEL				41.82
				Fund 621 - ENVIRONMENTAL SERVICES Total:	41.82
Fund: 641 - WATER					
Monthly Energy Bill	HEATING FUEL				134.72
				Fund 641 - WATER Total:	134.72
Fund: 725 - CENTRAL GARAGE					
Monthly Energy Bill	HEATING FUEL				32.44
				Fund 725 - CENTRAL GARAGE Total:	32.44
				Vendor 09716 - BLACK HILLS GAS DISTRIBUTION LLC Total:	1,706.82
Vendor: 00405 - BLUFFS SANITARY SUPPLY INC.					
Fund: 111 - GENERAL					
Medical Gloves	DEPARTMENT SUPPLIES				80.33
Jan. sup.	JANITORIAL SUPPLIES				278.80
Jan. sup.	JANITORIAL SUPPLIES				98.39
				Fund 111 - GENERAL Total:	457.52
				Vendor 00405 - BLUFFS SANITARY SUPPLY INC. Total:	457.52
Vendor: 00735 - CAPITAL BUSINESS SYSTEMS INC.					
Fund: 111 - GENERAL					
CONTRACTUAL-PD	CONTRACTUAL SERVICES				38.00
				Fund 111 - GENERAL Total:	38.00
				Vendor 00735 - CAPITAL BUSINESS SYSTEMS INC. Total:	38.00
Vendor: 00055 - CARR- TRUMBULL LUMBER CO, INC.					
Fund: 111 - GENERAL					
Tower One grease	VEHICLE MAINTENANCE				143.88
				Fund 111 - GENERAL Total:	143.88
				Vendor 00055 - CARR- TRUMBULL LUMBER CO, INC. Total:	143.88
Vendor: 07911 - CELLCO PARTNERSHIP					
Fund: 111 - GENERAL					
CELL PHONES-PD	TELEPHONE				378.18
VERIZON CELLULAR	CELLULAR PHONE				372.17
				Fund 111 - GENERAL Total:	750.35
				Vendor 07911 - CELLCO PARTNERSHIP Total:	750.35
Vendor: 07250 - CHRIS REYES					
Fund: 621 - ENVIRONMENTAL SERVICES					
DEPT SUPP	DEPARTMENT SUPPLIES				146.96
				Fund 621 - ENVIRONMENTAL SERVICES Total:	146.96

Expense Approval Report

Post Dates: 08/21/2018 - 09/04/2018

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Fund: 631 - WASTEWATER					
DEPT SUPP	DEPARTMENT SUPPLIES				146.96
				Fund 631 - WASTEWATER Total:	146.96
Fund: 641 - WATER					
DEPT SUPP	DEPARTMENT SUPPLIES				146.96
				Fund 641 - WATER Total:	146.96
				Vendor 07250 - CHRIS REYES Total:	440.88
Vendor: 02396 - CITIBANK N.A.					
Fund: 111 - GENERAL					
Dep. sup.	DEPARTMENT SUPPLIES				16.99
Shipping	POSTAGE				59.12
Office Chair	DEPARTMENT SUPPLIES				179.99
DEPT SUPP HR	DEPARTMENT SUPPLIES				299.99
DEPT SUPP PK	DEPARTMENT SUPPLIES				74.92
POSTAGE-PD	POSTAGE				16.66
				Fund 111 - GENERAL Total:	647.67
Fund: 621 - ENVIRONMENTAL SERVICES					
DEPT SUPPLIES	DEPARTMENT SUPPLIES				79.96
DEPT SUPPLIES	DEPARTMENT SUPPLIES				108.33
				Fund 621 - ENVIRONMENTAL SERVICES Total:	188.29
Fund: 631 - WASTEWATER					
DEPT SUP WTR	DEPARTMENT SUPPLIES				123.04
				Fund 631 - WASTEWATER Total:	123.04
Fund: 641 - WATER					
DEPT SUP WTR	DEPARTMENT SUPPLIES				123.05
				Fund 641 - WATER Total:	123.05
				Vendor 02396 - CITIBANK N.A. Total:	1,082.05
Vendor: 05859 - CITIBANK, N.A.					
Fund: 212 - TRANSPORTATION					
SUPP - AIR FILTERS	DEPARTMENT SUPPLIES				26.82
				Fund 212 - TRANSPORTATION Total:	26.82
Fund: 213 - CEMETERY					
EQUIP MAINT CEM	EQUIPMENT MAINTENANCE				69.94
				Fund 213 - CEMETERY Total:	69.94
				Vendor 05859 - CITIBANK, N.A. Total:	96.76
Vendor: 00367 - CITY OF SCB					
Fund: 111 - GENERAL					
PETTY CASH	DEPARTMENT SUPPLIES				33.00
				Fund 111 - GENERAL Total:	33.00
Fund: 631 - WASTEWATER					
PETTY CASH	LICENSE/PERMITS				57.50
				Fund 631 - WASTEWATER Total:	57.50
				Vendor 00367 - CITY OF SCB Total:	90.50
Vendor: 03010 - COLONIAL LIFE & ACCIDENT INSURANCE COMPANY					
Fund: 713 - CASH & INVESTMENT POOL					
LIFE & ACCIDENT INS	LIFE INS EE PAYABLE				22.75
LIFE & ACCIDENT INS	DIS INC INS EE PAYABLE				25.95
				Fund 713 - CASH & INVESTMENT POOL Total:	48.70
				Vendor 03010 - COLONIAL LIFE & ACCIDENT INSURANCE COMPANY Total:	48.70
Vendor: 02995 - CONSOLIDATED MANAGEMENT COMPANY					
Fund: 111 - GENERAL					
SCHOOLS & CONF-PD	SCHOOL & CONFERENCE				67.70

Expense Approval Report

Post Dates: 08/21/2018 - 09/04/2018

Description (Payable)	Account Name	(None)	(None)	(None)	Amount
SCHOOLS & CONF-PD	SCHOOL & CONFERENCE				76.19
Fund 111 - GENERAL Total:					143.89
Vendor 02995 - CONSOLIDATED MANAGEMENT COMPANY Total:					143.89
Vendor: 00267 - CONTRACTORS MATERIALS INC.					
Fund: 111 - GENERAL					
DEPT SUPP PK	DEPARTMENT SUPPLIES				43.12
Fund 111 - GENERAL Total:					43.12
Fund: 212 - TRANSPORTATION					
SUPP - PAINT, MARKERS	DEPARTMENT SUPPLIES				49.00
SUPP - MARKERS, LOTION	DEPARTMENT SUPPLIES				17.25
SUPP - ORANGE SAFETY FENCE	DEPARTMENT SUPPLIES				637.00
SUPP - SAFETY GLASSES	DEPARTMENT SUPPLIES				17.64
Fund 212 - TRANSPORTATION Total:					720.89
Fund: 621 - ENVIRONMENTAL SERVICES					
DEPT SUPPLIES	DEPARTMENT SUPPLIES				109.76
Fund 621 - ENVIRONMENTAL SERVICES Total:					109.76
Vendor 00267 - CONTRACTORS MATERIALS INC. Total:					873.77
Vendor: 09824 - CORE & MAIN LP					
Fund: 641 - WATER					
METERS	METERS				1,671.12
Fund 641 - WATER Total:					1,671.12
Vendor 09824 - CORE & MAIN LP Total:					1,671.12
Vendor: 06564 - CREDIT MANAGEMENT SERVICES INC.					
Fund: 713 - CASH & INVESTMENT POOL					
WAGE ATTACHMENT	WAGE ATTACHMENT EE PAY				218.06
Fund 713 - CASH & INVESTMENT POOL Total:					218.06
Vendor 06564 - CREDIT MANAGEMENT SERVICES INC. Total:					218.06
Vendor: 07689 - CYNTHIA GREEN					
Fund: 111 - GENERAL					
Dep. sup.	DEPARTMENT SUPPLIES				138.45
DEPT SUPP	DEPARTMENT SUPPLIES				57.38
DEPT SUPP	DEPARTMENT SUPPLIES				33.00
Fund 111 - GENERAL Total:					228.83
Vendor 07689 - CYNTHIA GREEN Total:					228.83
Vendor: 00404 - DAS STATE ACCOUNTING-CENTRAL FINANCE					
Fund: 111 - GENERAL					
Monthly Long Distance	TELEPHONE				5.16
Monthly Long Distance	TELEPHONE				3.65
Monthly Long Distance	TELEPHONE				4.69
Monthly Long Distance	TELEPHONE				1.28
Monthly Long Distance	TELEPHONE				5.86
Monthly Long Distance	TELEPHONE				4.45
Monthly Long Distance	TELEPHONE				33.50
Monthly Long Distance	TELEPHONE				23.12
Monthly Long Distance	TELEPHONE				6.29
Monthly Long Distance	TELEPHONE				2.35
LONG DISTANCE	TELEPHONE				2.74
Fund 111 - GENERAL Total:					93.09
Fund: 212 - TRANSPORTATION					
Monthly Long Distance	TELEPHONE				6.77
Fund 212 - TRANSPORTATION Total:					6.77
Fund: 213 - CEMETERY					
Monthly Long Distance	TELEPHONE				3.32
Fund 213 - CEMETERY Total:					3.32

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Fund: 224 - ECONOMIC DEVELOPMENT					
Monthly Long Distance	TELEPHONE				7.19
Fund 224 - ECONOMIC DEVELOPMENT Total:					7.19
Fund: 621 - ENVIRONMENTAL SERVICES					
Monthly Long Distance	TELEPHONE				2.68
Fund 621 - ENVIRONMENTAL SERVICES Total:					2.68
Fund: 631 - WASTEWATER					
Monthly Long Distance	TELEPHONE				2.52
Fund 631 - WASTEWATER Total:					2.52
Fund: 641 - WATER					
Monthly Long Distance	TELEPHONE				2.52
Fund 641 - WATER Total:					2.52
Fund: 661 - STORMWATER					
Monthly Long Distance	TELEPHONE				0.47
Fund 661 - STORMWATER Total:					0.47
Fund: 721 - GIS SERVICES					
Monthly Long Distance	TELEPHONE				0.47
Fund 721 - GIS SERVICES Total:					0.47
Fund: 725 - CENTRAL GARAGE					
Monthly Long Distance	TELEPHONE				1.23
Fund 725 - CENTRAL GARAGE Total:					1.23
Vendor 00404 - DAS STATE ACCOUNTING-CENTRAL FINANCE Total:					120.26
Vendor: 00573 - DEMCO, INC					
Fund: 111 - GENERAL					
Prgm.	PROGRAMMING				106.82
Fund 111 - GENERAL Total:					106.82
Vendor 00573 - DEMCO, INC Total:					106.82
Vendor: 09703 - DOCU-SHRED LLC					
Fund: 111 - GENERAL					
CONTRACTUAL ADM	CONTRACTUAL SERVICES				150.00
Fund 111 - GENERAL Total:					150.00
Vendor 09703 - DOCU-SHRED LLC Total:					150.00
Vendor: 09692 - DOOLEY OIL INC					
Fund: 725 - CENTRAL GARAGE					
OIL & ANTIFREEZE	OIL & ANTIFREEZE				76.75
Fund 725 - CENTRAL GARAGE Total:					76.75
Vendor 09692 - DOOLEY OIL INC Total:					76.75
Vendor: 07421 - DUANE E. WOHLERS					
Fund: 621 - ENVIRONMENTAL SERVICES					
EQUIP MTNC	DISPOSAL FEES				800.00
EQUIP MTNC	EQUIPMENT MAINTENANCE				628.35
Fund 621 - ENVIRONMENTAL SERVICES Total:					1,428.35
Vendor 07421 - DUANE E. WOHLERS Total:					1,428.35
Vendor: 01003 - ELLIOTT EQUIPMENT COMPANY INC.					
Fund: 725 - CENTRAL GARAGE					
EQUIP MTNC	EQUIPMENT MAINTENANCE				135.75
Fund 725 - CENTRAL GARAGE Total:					135.75
Vendor 01003 - ELLIOTT EQUIPMENT COMPANY INC. Total:					135.75
Vendor: 03950 - ENERGY LABORATORIES, INC					
Fund: 641 - WATER					
SAMPLES	SAMPLES				135.00
Fund 641 - WATER Total:					135.00
Vendor 03950 - ENERGY LABORATORIES, INC Total:					135.00

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: 02460 - FASTENAL COMPANY					
Fund: 213 - CEMETERY					
EQUIP MAINT CEM	EQUIPMENT MAINTENANCE				9.00
Fund 213 - CEMETERY Total:					9.00
Vendor 02460 - FASTENAL COMPANY Total:					9.00
Vendor: 07574 - FAT BOYS TIRE AND AUTO					
Fund: 725 - CENTRAL GARAGE					
EQUIP MTNC	EQUIPMENT MAINTENANCE				106.00
EQUIP MTNC	EQUIPMENT MAINTENANCE				48.00
EQUIP MTNC	EQUIPMENT MAINTENANCE				296.00
Fund 725 - CENTRAL GARAGE Total:					450.00
Vendor 07574 - FAT BOYS TIRE AND AUTO Total:					450.00
Vendor: 00548 - FEDERAL EXPRESS CORPORATION					
Fund: 631 - WASTEWATER					
POSTAGE	POSTAGE				22.92
Fund 631 - WASTEWATER Total:					22.92
Fund: 641 - WATER					
POSTAGE	POSTAGE				44.55
Fund 641 - WATER Total:					44.55
Vendor 00548 - FEDERAL EXPRESS CORPORATION Total:					67.47
Vendor: 09939 - FERGUSON KEITH					
Fund: 111 - GENERAL					
CONTRACTUAL	CONTRACTUAL SERVICES				54.00
CONTRACTUAL	CONTRACTUAL SERVICES				54.00
Fund 111 - GENERAL Total:					108.00
Vendor 09939 - FERGUSON KEITH Total:					108.00
Vendor: 00794 - FLOYD'S TRUCK CENTER, INC					
Fund: 725 - CENTRAL GARAGE					
EQUIP MTNC	EQUIPMENT MAINTENANCE				80.03
EQUIP MTNC	EQUIPMENT MAINTENANCE				550.00
EQUIP MTNC	EQUIPMENT MAINTENANCE				14.40
EQUIP MTNC	EQUIPMENT MAINTENANCE				14.87
EQUIP MTNC	EQUIPMENT MAINTENANCE				20.85
Fund 725 - CENTRAL GARAGE Total:					680.15
Vendor 00794 - FLOYD'S TRUCK CENTER, INC Total:					680.15
Vendor: 09946 - FRANCHATI MATTHEW					
Fund: 111 - GENERAL					
CONTRACTUAL	CONTRACTUAL SERVICES				54.00
CONTRACTUAL	CONTRACTUAL SERVICES				54.00
CONTRACTUAL	CONTRACTUAL SERVICES				18.00
Fund 111 - GENERAL Total:					126.00
Vendor 09946 - FRANCHATI MATTHEW Total:					126.00
Vendor: 00022 - GENERAL ELECTRIC CAPITAL CORPORATION					
Fund: 111 - GENERAL					
Prgm.	PROGRAMMING				143.96
SPECIAL EVENTS REC	SPECIAL EVENTS				54.26
Prgm.	PROGRAMMING				35.37
Dep. sup.	DEPARTMENT SUPPLIES				1.74
Bottled Water	DEPARTMENT SUPPLIES				15.92
Fund 111 - GENERAL Total:					251.25
Fund: 215 - SPECIAL PROJECTS					
CAR SEATS-PD	DEPARTMENT SUPPLIES				134.94
Fund 215 - SPECIAL PROJECTS Total:					134.94

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Fund: 621 - ENVIRONMENTAL SERVICES					
DEPT SUPPLIES	DEPARTMENT SUPPLIES				20.94
Fund 621 - ENVIRONMENTAL SERVICES Total:					20.94
Fund: 641 - WATER					
DEPT SUP WTR	DEPARTMENT SUPPLIES				247.17
Fund 641 - WATER Total:					247.17
Vendor 00022 - GENERAL ELECTRIC CAPITAL CORPORATION Total:					654.30
Vendor: 00602 - GENERAL TRAFFIC CONTROLS, INC					
Fund: 212 - TRANSPORTATION					
TRAFFIC SIGNAL EQUIP - DOOR ...	DEPARTMENT SUPPLIES				41.80
Fund 212 - TRANSPORTATION Total:					41.80
Vendor 00602 - GENERAL TRAFFIC CONTROLS, INC Total:					41.80
Vendor: 09962 - GUTWEIN APPRAISAL SERVICES INC					
Fund: 661 - STORMWATER					
CONTRACTUAL SVC	CONTRACTUAL SERVICES				850.00
Fund 661 - STORMWATER Total:					850.00
Vendor 09962 - GUTWEIN APPRAISAL SERVICES INC Total:					850.00
Vendor: 04371 - HAWKINS, INC.					
Fund: 641 - WATER					
CHEMICALS	CHEMICALS				2,876.61
CHEMICALS	CHEMICALS				1,549.09
CHEMICALS	CHEMICALS				2,582.16
Fund 641 - WATER Total:					7,007.86
Vendor 04371 - HAWKINS, INC. Total:					7,007.86
Vendor: 05667 - HOA SOLUTIONS, INC					
Fund: 631 - WASTEWATER					
EQUIP MAINT	EQUIPMENT MAINTENANCE				260.00
Fund 631 - WASTEWATER Total:					260.00
Vendor 05667 - HOA SOLUTIONS, INC Total:					260.00
Vendor: 09305 - HONEY WAGON EXPRESS					
Fund: 111 - GENERAL					
CONTRACTUAL PK	CONTRACTUAL SERVICES				180.00
Fund 111 - GENERAL Total:					180.00
Vendor 09305 - HONEY WAGON EXPRESS Total:					180.00
Vendor: 08793 - HYDRONIC WATER MANAGEMENT					
Fund: 111 - GENERAL					
Equip. main.	EQUIPMENT MAINTENANCE				425.00
Equip. main.	EQUIPMENT MAINTENANCE				425.00
Fund 111 - GENERAL Total:					850.00
Vendor 08793 - HYDRONIC WATER MANAGEMENT Total:					850.00
Vendor: 06423 - HYDROTEX PARTNERS, LTD					
Fund: 111 - GENERAL					
EQUIP MAINT PK	EQUIPMENT MAINTENANCE				380.62
Fund 111 - GENERAL Total:					380.62
Fund: 725 - CENTRAL GARAGE					
EQUIP MTNC	EQUIPMENT MAINTENANCE				380.62
Fund 725 - CENTRAL GARAGE Total:					380.62
Vendor 06423 - HYDROTEX PARTNERS, LTD Total:					761.24
Vendor: 00525 - IDEAL LAUNDRY AND CLEANERS, INC.					
Fund: 111 - GENERAL					
JANITORIAL SUPP PK	JANITORIAL SUPPLIES				358.07
JANITORIAL SUPP PK	JANITORIAL SUPPLIES				66.80
Jan. sup.	JANITORIAL SUPPLIES				89.25

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
DEPT SUPP	DEPARTMENT SUPPLIES				46.81
				Fund 111 - GENERAL Total:	560.93
Fund: 212 - TRANSPORTATION					
SUPP - MATS, TOWELS	DEPARTMENT SUPPLIES				30.78
SUPP - MATS, TOWELS	DEPARTMENT SUPPLIES				30.78
SUPP - MATS, TOWELS	DEPARTMENT SUPPLIES				70.36
				Fund 212 - TRANSPORTATION Total:	131.92
Fund: 621 - ENVIRONMENTAL SERVICES					
DEPT SUPPLIES	DEPARTMENT SUPPLIES				89.82
				Fund 621 - ENVIRONMENTAL SERVICES Total:	89.82
Fund: 631 - WASTEWATER					
CONTRACTUAL SVC WTR	CONTRACTUAL SERVICES				18.57
				Fund 631 - WASTEWATER Total:	18.57
Fund: 641 - WATER					
CONTRACTUAL SVC WTR	CONTRACTUAL SERVICES				18.57
				Fund 641 - WATER Total:	18.57
Fund: 725 - CENTRAL GARAGE					
UNIFORMS & CLOTHING	DEPARTMENT SUPPLIES				31.99
UNIFORMS & CLOTHING	UNIFORMS & CLOTHING				8.61
CLOTHING & UNIFORMS	DEPARTMENT SUPPLIES				31.99
CLOTHING & UNIFORMS	UNIFORMS & CLOTHING				8.61
UNIFORMS & CLOTHING	DEPARTMENT SUPPLIES				31.99
UNIFORMS & CLOTHING	UNIFORMS & CLOTHING				8.61
				Fund 725 - CENTRAL GARAGE Total:	121.80
				Vendor 00525 - IDEAL LAUNDRY AND CLEANERS, INC. Total:	941.61
Vendor: 00937 - INDEPENDENT PLUMBING AND HEATING, INC					
Fund: 111 - GENERAL					
GROUND MAINT PK	GROUNDS MAINTENANCE				7.68
				Fund 111 - GENERAL Total:	7.68
				Vendor 00937 - INDEPENDENT PLUMBING AND HEATING, INC Total:	7.68
Vendor: 02578 - INFINITY CONSTRUCTION, INC.					
Fund: 212 - TRANSPORTATION					
42ND STREET CONSTRUCTION	STREET PROJECTS				315,878.80
				Fund 212 - TRANSPORTATION Total:	315,878.80
Fund: 631 - WASTEWATER					
42ND STREET CONSTRUCTION	STRUCTURES				29,262.51
				Fund 631 - WASTEWATER Total:	29,262.51
Fund: 661 - STORMWATER					
42ND STREET CONSTRUCTION	STRUCTURES				60,868.40
				Fund 661 - STORMWATER Total:	60,868.40
				Vendor 02578 - INFINITY CONSTRUCTION, INC. Total:	406,009.71
Vendor: 09291 - INGRAM LIBRARY SERVICES INC					
Fund: 111 - GENERAL					
Bks	BOOKS				239.14
Bks	BOOKS				221.08
Bks.	BOOKS				16.11
Bks.	BOOKS				88.66
Bks.	BOOKS				24.29
				Fund 111 - GENERAL Total:	589.28
Fund: 211 - REGIONAL LIBRARY					
Bks	BOOKS				-281.17
				Fund 211 - REGIONAL LIBRARY Total:	-281.17

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Fund: 223 - KENO					
Bks.	DEPARTMENT SUPPLIES				268.38
				Fund 223 - KENO Total:	268.38
				Vendor 09291 - INGRAM LIBRARY SERVICES INC Total:	576.49
Vendor: 08154 - INTERNAL REVENUE SERVICE					
Fund: 713 - CASH & INVESTMENT POOL					
WITHHOLDINGS	MEDICARE W/H EE PAYABLE				3,725.04
WITHHOLDINGS	MEDICARE W/H EE PAYABLE				3,725.04
WITHHOLDINGS	FICA W/H EE PAYABLE				13,886.78
WITHHOLDINGS	FICA W/H EE PAYABLE				13,886.78
WITHHOLDINGS	FED W/H EE PAYABLE				21,739.65
				Fund 713 - CASH & INVESTMENT POOL Total:	56,963.29
				Vendor 08154 - INTERNAL REVENUE SERVICE Total:	56,963.29
Vendor: 08525 - INTRALINKS, INC					
Fund: 218 - PUBLIC SAFETY					
CIP-PO-PATROL CARS	EQUIPMENT				167.67
				Fund 218 - PUBLIC SAFETY Total:	167.67
				Vendor 08525 - INTRALINKS, INC Total:	167.67
Vendor: 06131 - JOHN DEERE FINANCIAL					
Fund: 111 - GENERAL					
DEPT SUPP PK	DEPARTMENT SUPPLIES				2.47
				Fund 111 - GENERAL Total:	2.47
Fund: 212 - TRANSPORTATION					
SUPP - ROUNDUP	DEPARTMENT SUPPLIES				49.99
SUPP - WEED TRIMMER LINE & ...	DEPARTMENT SUPPLIES				47.98
SUPP - GARBAGE BAGS	DEPARTMENT SUPPLIES				25.98
				Fund 212 - TRANSPORTATION Total:	123.95
Fund: 631 - WASTEWATER					
UNIFORMS & CLOTHING	UNIFORMS & CLOTHING				80.00
UNIFORMS & CLOTHING WW	UNIFORMS & CLOTHING				111.00
				Fund 631 - WASTEWATER Total:	191.00
				Vendor 06131 - JOHN DEERE FINANCIAL Total:	317.42
Vendor: 09474 - JOHN DEERE FINANCIAL					
Fund: 111 - GENERAL					
EQUIP MAINT PK	EQUIPMENT MAINTENANCE				35.19
VEH MAINT PK	VEHICLE MAINTENANCE				185.88
EQUIP MAINT PK	EQUIPMENT MAINTENANCE				45.86
				Fund 111 - GENERAL Total:	266.93
Fund: 213 - CEMETERY					
EQUIP MAINT CEM	EQUIPMENT MAINTENANCE				8.04
EQUIP MAINT CEM	EQUIPMENT MAINTENANCE				10.90
				Fund 213 - CEMETERY Total:	18.94
Fund: 725 - CENTRAL GARAGE					
EQUIP MTNC	EQUIPMENT MAINTENANCE				8.63
EQUIP MTNC	EQUIPMENT MAINTENANCE				82.97
EQUIP MTNC	EQUIPMENT MAINTENANCE				23.54
				Fund 725 - CENTRAL GARAGE Total:	115.14
				Vendor 09474 - JOHN DEERE FINANCIAL Total:	401.01
Vendor: 09611 - KEARNEY HOSPITALITY INC					
Fund: 661 - STORMWATER					
SCHOOLS & CONF	SCHOOL & CONFERENCE				117.95
				Fund 661 - STORMWATER Total:	117.95
				Vendor 09611 - KEARNEY HOSPITALITY INC Total:	117.95

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: 09371 - KIRK BERNHARDT					
Fund: 111 - GENERAL					
CONTRACTUAL	CONTRACTUAL SERVICES				36.00
CONTRACTUAL	CONTRACTUAL SERVICES				18.00
CONTRACTUAL	CONTRACTUAL SERVICES				18.00
Fund 111 - GENERAL Total:					72.00
Vendor 09371 - KIRK BERNHARDT Total:					72.00
Vendor: 09747 - KNOW HOW LLC					
Fund: 111 - GENERAL					
EQUIP MAINT PK	EQUIPMENT MAINTENANCE				27.99
DEPT SUPP	DEPARTMENT SUPPLIES				15.48
Fund 111 - GENERAL Total:					43.47
Fund: 621 - ENVIRONMENTAL SERVICES					
EQUIP MTNC SAN	EQUIPMENT MAINTENANCE				87.04
Fund 621 - ENVIRONMENTAL SERVICES Total:					87.04
Fund: 725 - CENTRAL GARAGE					
EQUIP MTNC WW	EQUIPMENT MAINTENANCE				8.99
EQUIP MTNC WW	EQUIPMENT MAINTENANCE				9.97
EQUIP MTNC PD	EQUIPMENT MAINTENANCE				14.97
EQUIP MTNC ADM	EQUIPMENT MAINTENANCE				16.82
EQUIP MTNC ADM	EQUIPMENT MAINTENANCE				16.27
DEPT SUPPLIES CG	DEPARTMENT SUPPLIES				25.68
EQUIP MTNC PK	EQUIPMENT MAINTENANCE				502.53
EQUIP MTNC	EQUIPMENT MAINTENANCE				8.99
EQUIP MTNC WTR	EQUIPMENT MAINTENANCE				12.84
EQUIP MTNC PK	EQUIPMENT MAINTENANCE				39.94
EQUIP MTNC WTR	EQUIPMENT MAINTENANCE				9.62
EQUIP MTNC WTR	EQUIPMENT MAINTENANCE				0.90
EQUIP MTNC PD	EQUIPMENT MAINTENANCE				99.95
DEPT SUPPLIES CG	DEPARTMENT SUPPLIES				13.36
DEPT SUPPLIES CG	DEPARTMENT SUPPLIES				2,249.50
EQUIP MTNC PD	EQUIPMENT MAINTENANCE				369.95
EQUIP MTNC PD	EQUIPMENT MAINTENANCE				16.06
EQUIP MTNC PD	EQUIPMENT MAINTENANCE				5.52
DEPT SUPPLIES CG	DEPARTMENT SUPPLIES				36.00
DEPT SUPPLIES CG	DEPARTMENT SUPPLIES				3.53
EQUIP MTNC ES	EQUIPMENT MAINTENANCE				2.61
EQUIP MTNC ES	EQUIPMENT MAINTENANCE				89.26
EQUIP MTNC	EQUIPMENT MAINTENANCE				54.95
EQUIP MTNC	EQUIPMENT MAINTENANCE				-222.20
Fund 725 - CENTRAL GARAGE Total:					3,386.01
Vendor 09747 - KNOW HOW LLC Total:					3,516.52
Vendor: 03941 - LAWSON PRODUCTS, INC					
Fund: 725 - CENTRAL GARAGE					
DEPT SUPPLIES	DEPARTMENT SUPPLIES				240.81
Fund 725 - CENTRAL GARAGE Total:					240.81
Vendor 03941 - LAWSON PRODUCTS, INC Total:					240.81
Vendor: 00300 - LEAGUE OF NEBRASKA MUNICIPALITIES					
Fund: 111 - GENERAL					
REGISTRATION - NATHAN JOHN... SCHOOL & CONFERENCE					326.00
Fund 111 - GENERAL Total:					326.00
Vendor 00300 - LEAGUE OF NEBRASKA MUNICIPALITIES Total:					326.00

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: 09956 - LIPPSTREU RANDALL					
Fund: 223 - KENO					
TREE REBATE	CONTRACTUAL SERVICES				259.96
				Fund 223 - KENO Total:	259.96
				Vendor 09956 - LIPPSTREU RANDALL Total:	259.96
Vendor: 09963 - LNK2 LODGING LLC					
Fund: 631 - WASTEWATER					
SCHOOLS & CONF	SCHOOL & CONFERENCE				372.00
				Fund 631 - WASTEWATER Total:	372.00
Fund: 641 - WATER					
SCHOOLS & CONF	SCHOOL & CONFERENCE				434.28
				Fund 641 - WATER Total:	434.28
				Vendor 09963 - LNK2 LODGING LLC Total:	806.28
Vendor: 09953 - LOPEZ JESSIE					
Fund: 111 - GENERAL					
Dep. sup.	DEPARTMENT SUPPLIES				78.00
				Fund 111 - GENERAL Total:	78.00
				Vendor 09953 - LOPEZ JESSIE Total:	78.00
Vendor: 00242 - M.C. SCHAFF & ASSOCIATES, INC					
Fund: 111 - GENERAL					
DEPT CNTRCL SRVCS	CONTRACTUAL SERVICES				585.00
				Fund 111 - GENERAL Total:	585.00
Fund: 212 - TRANSPORTATION					
42ND STREET ENGINEERING	STREET PROJECTS				31,602.75
				Fund 212 - TRANSPORTATION Total:	31,602.75
Fund: 631 - WASTEWATER					
CONTRACTUAL SVC	CONTRACTUAL SERVICES				260.00
42ND STREET ENGINEERING	ENGINEERING/DESIGN				5,230.80
				Fund 631 - WASTEWATER Total:	5,490.80
Fund: 641 - WATER					
CONTRACTUAL SVC	CONTRACTUAL SERVICES				477.77
				Fund 641 - WATER Total:	477.77
Fund: 661 - STORMWATER					
42ND STREET ENGINEERING	ENGINEERING/DESIGN				6,756.45
				Fund 661 - STORMWATER Total:	6,756.45
				Vendor 00242 - M.C. SCHAFF & ASSOCIATES, INC Total:	44,912.77
Vendor: 07838 - MAILFINANCE INC					
Fund: 111 - GENERAL					
MONTHLY LEASE ADM	RENT-MACHINES				148.76
				Fund 111 - GENERAL Total:	148.76
				Vendor 07838 - MAILFINANCE INC Total:	148.76
Vendor: 08317 - MATHESON TRI-GAS INC					
Fund: 111 - GENERAL					
DEPT SUPP PK	DEPARTMENT SUPPLIES				73.22
				Fund 111 - GENERAL Total:	73.22
				Vendor 08317 - MATHESON TRI-GAS INC Total:	73.22
Vendor: 09964 - McMILLON JIM					
Fund: 111 - GENERAL					
CAMPGROUND REFUND	CAMPGROUND FEES				20.00
				Fund 111 - GENERAL Total:	20.00
				Vendor 09964 - McMILLON JIM Total:	20.00

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: 07628 - MENARDS, INC					
Fund: 111 - GENERAL					
DEPT SUPP PK	DEPARTMENT SUPPLIES				24.98
				Fund 111 - GENERAL Total:	24.98
Fund: 212 - TRANSPORTATION					
SUPP - FRH SS 21D	DEPARTMENT SUPPLIES				39.99
SUPP - CLEANER, DUSTER	DEPARTMENT SUPPLIES				14.93
SUPP - CONDUIT, NUTS, CPLRS	DEPARTMENT SUPPLIES				31.33
SUPP - STOP RUST SPRAY	DEPARTMENT SUPPLIES				63.36
				Fund 212 - TRANSPORTATION Total:	149.61
Fund: 621 - ENVIRONMENTAL SERVICES					
DEPT SUPPLIES	DEPARTMENT SUPPLIES				25.98
				Fund 621 - ENVIRONMENTAL SERVICES Total:	25.98
Fund: 631 - WASTEWATER					
DEPT SUP WW	DEPARTMENT SUPPLIES				9.97
				Fund 631 - WASTEWATER Total:	9.97
Fund: 641 - WATER					
DEPT SUP WTR	DEPARTMENT SUPPLIES				174.13
				Fund 641 - WATER Total:	174.13
				Vendor 07628 - MENARDS, INC Total:	384.67
Vendor: 09960 - MICHAEL PEGGIE					
Fund: 111 - GENERAL					
Reim. bus. trvl.	SCHOOL & CONFERENCE				82.86
				Fund 111 - GENERAL Total:	82.86
				Vendor 09960 - MICHAEL PEGGIE Total:	82.86
Vendor: 09965 - MOSCRIP DELORES					
Fund: 111 - GENERAL					
CAMPGROUND REFUND	CAMPGROUND FEES				25.00
				Fund 111 - GENERAL Total:	25.00
				Vendor 09965 - MOSCRIP DELORES Total:	25.00
Vendor: 04082 - NE CHILD SUPPORT PAYMENT CENTER					
Fund: 713 - CASH & INVESTMENT POOL					
NE CHILD SUPPORT PYBLE	CHILD SUPPORT EE PAY				1,350.55
				Fund 713 - CASH & INVESTMENT POOL Total:	1,350.55
				Vendor 04082 - NE CHILD SUPPORT PAYMENT CENTER Total:	1,350.55
Vendor: 08083 - NE COLORADO CELLULAR, INC					
Fund: 631 - WASTEWATER					
CONTRACTUAL SVC	CONTRACTUAL SERVICES				16.38
				Fund 631 - WASTEWATER Total:	16.38
Fund: 641 - WATER					
CONTRACTUAL SVC	CONTRACTUAL SERVICES				59.12
				Fund 641 - WATER Total:	59.12
				Vendor 08083 - NE COLORADO CELLULAR, INC Total:	75.50
Vendor: 00797 - NE DEPT OF REVENUE					
Fund: 111 - GENERAL					
LODGING TAX	LEGAL FEES				553.51
				Fund 111 - GENERAL Total:	553.51
				Vendor 00797 - NE DEPT OF REVENUE Total:	553.51
Vendor: 00253 - NEBRASKA RURAL WATER ASSOCIATION					
Fund: 631 - WASTEWATER					
SCHOOLS & CONF	SCHOOL & CONFERENCE				180.00
SCHOOLS & CONF	SCHOOL & CONFERENCE				90.00
SCHOOLS & CONF	SCHOOL & CONFERENCE				90.00
SCHOOLS & CONF	SCHOOL & CONFERENCE				180.00
SCHOOLS & CONF	SCHOOL & CONFERENCE				180.00

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
SCHOOLS & CONF	SCHOOL & CONFERENCE				180.00
SCHOOLS & CONF	SCHOOL & CONFERENCE				180.00
				Fund 631 - WASTEWATER Total:	1,080.00
Fund: 641 - WATER					
SCHOOLS & CONF	SCHOOL & CONFERENCE				125.00
SCHOOLS & CONF	SCHOOL & CONFERENCE				125.00
SCHOOLS & CONF	SCHOOL & CONFERENCE				125.00
SCHOOLS & CONF	SCHOOL & CONFERENCE				85.00
SCHOOLS & CONF	SCHOOL & CONFERENCE				180.00
				Fund 641 - WATER Total:	640.00
				Vendor 00253 - NEBRASKA RURAL WATER ASSOCIATION Total:	1,720.00
Vendor: 00402 - NEBRASKA MACHINERY CO					
Fund: 621 - ENVIRONMENTAL SERVICES					
EQUIP MTNC	EQUIPMENT MAINTENANCE				42.20
				Fund 621 - ENVIRONMENTAL SERVICES Total:	42.20
				Vendor 00402 - NEBRASKA MACHINERY CO Total:	42.20
Vendor: 00578 - NEBRASKA PUBLIC POWER DISTRICT					
Fund: 631 - WASTEWATER					
ELECTRICITY	ELECTRIC POWER				180.73
ELECTRICITY	ELECTRIC POWER				14,505.64
				Fund 631 - WASTEWATER Total:	14,686.37
Fund: 641 - WATER					
ELECTRICITY	ELECTRIC POWER				4,032.53
ELECTRICITY	ELECTRIC POWER				10,469.90
				Fund 641 - WATER Total:	14,502.43
				Vendor 00578 - NEBRASKA PUBLIC POWER DISTRICT Total:	29,188.80
Vendor: 09555 - NELSON TRENT					
Fund: 725 - CENTRAL GARAGE					
DEPT SUPPLIES	DEPARTMENT SUPPLIES				63.45
DEPT SUPPLIES	DEPARTMENT SUPPLIES				290.50
				Fund 725 - CENTRAL GARAGE Total:	353.95
				Vendor 09555 - NELSON TRENT Total:	353.95
Vendor: 09509 - NEMNICH AUTOMOTIVE					
Fund: 725 - CENTRAL GARAGE					
EQUIP MTNC	EQUIPMENT MAINTENANCE				79.82
				Fund 725 - CENTRAL GARAGE Total:	79.82
				Vendor 09509 - NEMNICH AUTOMOTIVE Total:	79.82
Vendor: 09957 - NNDC					
Fund: 224 - ECONOMIC DEVELOPMENT					
REGISTRATION - STARR LEHL	SCHOOL & CONFERENCE				50.00
				Fund 224 - ECONOMIC DEVELOPMENT Total:	50.00
				Vendor 09957 - NNDC Total:	50.00
Vendor: 08026 - NORTHERN LAKE SERVICE, INC					
Fund: 641 - WATER					
SAMPLES	SAMPLES				10,984.00
				Fund 641 - WATER Total:	10,984.00
				Vendor 08026 - NORTHERN LAKE SERVICE, INC Total:	10,984.00
Vendor: 00139 - NORTHWEST PIPE FITTINGS, INC. OF SCOTTSBLUFF					
Fund: 111 - GENERAL					
GROUND MAINT PK	GROUNDS MAINTENANCE				54.34
				Fund 111 - GENERAL Total:	54.34
				Vendor 00139 - NORTHWEST PIPE FITTINGS, INC. OF SCOTTSBLUFF Total:	54.34

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: 00487 - PANHANDLE ENVIRONMENTAL SERVICES INC					
Fund: 631 - WASTEWATER					
CONTRACTUAL SVC	CONTRACTUAL SERVICES				90.50
				Fund 631 - WASTEWATER Total:	90.50
Fund: 641 - WATER					
SAMPLES	SAMPLES				80.00
SAMPLES	SAMPLES				80.00
				Fund 641 - WATER Total:	160.00
Vendor 00487 - PANHANDLE ENVIRONMENTAL SERVICES INC Total:					250.50
Vendor: 00017 - PANHANDLE HUMANE SOCIETY					
Fund: 111 - GENERAL					
CONTRACTUAL	CONTRACTUAL SERVICES				5,174.59
				Fund 111 - GENERAL Total:	5,174.59
Vendor 00017 - PANHANDLE HUMANE SOCIETY Total:					5,174.59
Vendor: 00029 - PELCO CORP					
Fund: 111 - GENERAL					
PLAQUE	DEPARTMENT SUPPLIES				50.00
				Fund 111 - GENERAL Total:	50.00
Vendor 00029 - PELCO CORP Total:					50.00
Vendor: 01060 - PEPSI COLA OF WESTERN NEBRASKA, LLC					
Fund: 111 - GENERAL					
CONCESSIONS REC	CONCESSION SUPPLIES				79.80
CONCESSION	CONCESSION SUPPLIES				54.45
				Fund 111 - GENERAL Total:	134.25
Vendor 01060 - PEPSI COLA OF WESTERN NEBRASKA, LLC Total:					134.25
Vendor: 09904 - PH&S PRODUCTS LLC					
Fund: 111 - GENERAL					
INVEST SUPPL-PD	INVESTIGATIVE EXPENSES				98.00
				Fund 111 - GENERAL Total:	98.00
Vendor 09904 - PH&S PRODUCTS LLC Total:					98.00
Vendor: 01276 - PLATTE VALLEY BANK					
Fund: 713 - CASH & INVESTMENT POOL					
HEALTH SAVINGS ACCOUNT	HSA EE PAYABLE				13,686.20
HEALTH SAVINGS ACCOUNT	HSA ER PAYABLE				1,243.75
				Fund 713 - CASH & INVESTMENT POOL Total:	14,929.95
Vendor 01276 - PLATTE VALLEY BANK Total:					14,929.95
Vendor: 09930 - PLATTE VALLEY BANK					
Fund: 224 - ECONOMIC DEVELOPMENT					
ED AGREEMENT - PIONEER ANI...	ECONOMIC DEVELOPMENT				135,971.95
				Fund 224 - ECONOMIC DEVELOPMENT Total:	135,971.95
Vendor 09930 - PLATTE VALLEY BANK Total:					135,971.95
Vendor: 00272 - POSTMASTER					
Fund: 621 - ENVIRONMENTAL SERVICES					
Postage	POSTAGE				137.56
				Fund 621 - ENVIRONMENTAL SERVICES Total:	137.56
Fund: 631 - WASTEWATER					
Postage	POSTAGE				137.55
				Fund 631 - WASTEWATER Total:	137.55
Fund: 641 - WATER					
Postage	POSTAGE				137.55
				Fund 641 - WATER Total:	137.55
Vendor 00272 - POSTMASTER Total:					412.66

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: 00266 - QUILL CORPORATION					
Fund: 111 - GENERAL					
DEPT SUPPL-PD	DEPARTMENT SUPPLIES				27.27
DEPT SUPPL-PD	DEPARTMENT SUPPLIES				111.84
DEPT SUPPL-PD	DEPARTMENT SUPPLIES				27.28
DEPT SUPPL-PD	DEPARTMENT SUPPLIES				21.99
DEPT SUPPL-PD	DEPARTMENT SUPPLIES				110.76
DEPT SUPPL-PD	DEPARTMENT SUPPLIES				28.09
DEPT SUPPL-PD	DEPARTMENT SUPPLIES				103.93
DEPT SUPPL-PD	DEPARTMENT SUPPLIES				88.17
Fund 111 - GENERAL Total:					519.33
Vendor 00266 - QUILL CORPORATION Total:					519.33
Vendor: 01502 - REAMS SPRINKLER SUPPLY CO.					
Fund: 111 - GENERAL					
DEPT SUPP PK	DEPARTMENT SUPPLIES				48.35
Fund 111 - GENERAL Total:					48.35
Vendor 01502 - REAMS SPRINKLER SUPPLY CO. Total:					48.35
Vendor: 04576 - REGANIS AUTO CENTER, INC					
Fund: 725 - CENTRAL GARAGE					
EQUIP MTNC	EQUIPMENT MAINTENANCE				354.45
Fund 725 - CENTRAL GARAGE Total:					354.45
Vendor 04576 - REGANIS AUTO CENTER, INC Total:					354.45
Vendor: 04089 - REGIONAL CARE INC					
Fund: 812 - HEALTH INSURANCE					
FLEX FUNDING	FLEXIBLE BENFT EXPENSES				192.00
HEALTH INS. PREMIUM - SEPT 2...	PREMIUM EXPENSE				37,392.20
CLAIMS	CLAIMS EXPENSE				22,792.41
FLEX FUNDING	FLEXIBLE BENFT EXPENSES				126.80
CLAIMS	CLAIMS EXPENSE				35,194.56
Fund 812 - HEALTH INSURANCE Total:					95,697.97
Vendor 04089 - REGIONAL CARE INC Total:					95,697.97
Vendor: 09958 - RICHARD JACKSON					
Fund: 111 - GENERAL					
Dive class	CONTRACTUAL SERVICES				1,600.00
Fund 111 - GENERAL Total:					1,600.00
Vendor 09958 - RICHARD JACKSON Total:					1,600.00
Vendor: 09519 - RICHARD P CASTILLO					
Fund: 111 - GENERAL					
CONTRACTUAL	CONTRACTUAL SERVICES				18.00
CONTRACTUAL	CONTRACTUAL SERVICES				18.00
CONTRACTUAL	CONTRACTUAL SERVICES				36.00
Fund 111 - GENERAL Total:					72.00
Vendor 09519 - RICHARD P CASTILLO Total:					72.00
Vendor: 00366 - ROOSEVELT PUBLIC POWER DISTRICT					
Fund: 641 - WATER					
ELECTRIC POWER	ELECTRIC POWER				1,732.62
Fund 641 - WATER Total:					1,732.62
Vendor 00366 - ROOSEVELT PUBLIC POWER DISTRICT Total:					1,732.62
Vendor: 00564 - RUSCH'S GENERAL CONTRACTING, LLC					
Fund: 111 - GENERAL					
BLDG MAINT	BUILDING MAINTENANCE				63.00
Fund 111 - GENERAL Total:					63.00
Vendor 00564 - RUSCH'S GENERAL CONTRACTING, LLC Total:					63.00

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: 00026 - S M E C					
Fund: 713 - CASH & INVESTMENT POOL					
EMPLOYEE DEDUCTION	SMEC EE PAYABLE				161.00
				Fund 713 - CASH & INVESTMENT POOL Total:	161.00
				Vendor 00026 - S M E C Total:	161.00
Vendor: 00257 - SANDBERG IMPLEMENT, INC					
Fund: 631 - WASTEWATER					
EQUIP MAINT WW	EQUIPMENT MAINTENANCE				178.34
				Fund 631 - WASTEWATER Total:	178.34
				Vendor 00257 - SANDBERG IMPLEMENT, INC Total:	178.34
Vendor: 09408 - SATO, LEANN					
Fund: 661 - STORMWATER					
SCHOOLS & CONF	SCHOOL & CONFERENCE				52.60
				Fund 661 - STORMWATER Total:	52.60
				Vendor 09408 - SATO, LEANN Total:	52.60
Vendor: 02531 - SCB FIREFIGHTERS UNION LOCAL 1454					
Fund: 713 - CASH & INVESTMENT POOL					
FIRE EE DUES	FIRE UNION DUES EE PAY				210.00
				Fund 713 - CASH & INVESTMENT POOL Total:	210.00
				Vendor 02531 - SCB FIREFIGHTERS UNION LOCAL 1454 Total:	210.00
Vendor: 09759 - SCOTTIES POTTIES INC					
Fund: 111 - GENERAL					
CONTRACTUAL	CONTRACTUAL SERVICES				675.00
				Fund 111 - GENERAL Total:	675.00
				Vendor 09759 - SCOTTIES POTTIES INC Total:	675.00
Vendor: 00273 - SCOTTSBLUFF POLICE OFFICERS ASSOCIATION					
Fund: 713 - CASH & INVESTMENT POOL					
POLICE EE DUES	POL UNION DUES EE PAY				528.00
				Fund 713 - CASH & INVESTMENT POOL Total:	528.00
				Vendor 00273 - SCOTTSBLUFF POLICE OFFICERS ASSOCIATION Total:	528.00
Vendor: 00108 - SCOTTSBLUFF WINSUPPLY COMPANY					
Fund: 111 - GENERAL					
GROUND MAINT PK	GROUNDS MAINTENANCE				16.65
GROUND MAINT PK	GROUNDS MAINTENANCE				26.38
GROUND MAINT PK	GROUNDS MAINTENANCE				339.28
				Fund 111 - GENERAL Total:	382.31
				Vendor 00108 - SCOTTSBLUFF WINSUPPLY COMPANY Total:	382.31
Vendor: 00021 - SIMMONS OLSEN LAW FIRM, P.C.					
Fund: 111 - GENERAL					
CONTRACTUAL-PD	CONTRACTUAL SERVICES				4,167.18
CONTRACTUAL SERVICES	CONTRACTUAL SERVICES				6,264.61
CONTRACTUAL SERVICES	CONTRACTUAL SERVICES				418.50
				Fund 111 - GENERAL Total:	10,850.29
Fund: 219 - INDUSTRIAL SITES					
CONTRACTUAL SERVICES	CONTRACTUAL SERVICES				337.50
				Fund 219 - INDUSTRIAL SITES Total:	337.50
Fund: 224 - ECONOMIC DEVELOPMENT					
CONTRACTUAL SERVICES	CONTRACTUAL SERVICES				81.00
CONTRACTUAL SERVICES	CONTRACTUAL SERVICES				345.00
CONTRACTUAL SERVICES	CONTRACTUAL SERVICES				270.00
CONTRACTUAL SERVICES	CONTRACTUAL SERVICES				270.00
CONTRACTUAL SERVICES	CONTRACTUAL SERVICES				40.50
CONTRACTUAL SERVICES	CONTRACTUAL SERVICES				175.00
				Fund 224 - ECONOMIC DEVELOPMENT Total:	1,181.50

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Fund: 621 - ENVIRONMENTAL SERVICES					
CONTRACTUAL SERVICES	CONTRACTUAL SERVICES				3,105.00
Fund 621 - ENVIRONMENTAL SERVICES Total:					3,105.00
Vendor 00021 - SIMMONS OLSEN LAW FIRM, P.C. Total:					15,474.29
Vendor: 01031 - SIMON CONTRACTORS					
Fund: 212 - TRANSPORTATION					
CONCRETE FOR STREET REPAIR	STREET MAINTENANCE				236.25
CONCRETE FOR STREET REPAIR	STREET MAINTENANCE				267.50
CONCRETE FOR STREET REPAIR	STREET MAINTENANCE				409.50
BASE GRAVEL	STREET REPAIR SUPPLIES				201.88
CONCRETE FOR STREET REPAIR	STREET MAINTENANCE				747.50
DEICE/SALT FOR ICE SLICER	STREET REPAIR SUPPLIES				142.70
CONCRETE FOR STREET REPAIR	STREET MAINTENANCE				367.50
CONCRETE FOR STREET REPAIR	STREET MAINTENANCE				963.00
CONCRETE FOR STREET REPAIR	STREET MAINTENANCE				580.00
CONCRETE FOR STREET REPAIR	STREET MAINTENANCE				761.25
CONCRETE FOR STREET REPAIR	STREET MAINTENANCE				1,232.00
CONCRETE FOR STREET REPAIR	STREET MAINTENANCE				1,082.25
Fund 212 - TRANSPORTATION Total:					6,991.33
Vendor 01031 - SIMON CONTRACTORS Total:					6,991.33
Vendor: 00513 - SNELL SERVICES INC.					
Fund: 111 - GENERAL					
EQUIP MAINT PK	EQUIPMENT MAINTENANCE				150.00
Equip. main.	EQUIPMENT MAINTENANCE				166.00
Fund 111 - GENERAL Total:					316.00
Vendor 00513 - SNELL SERVICES INC. Total:					316.00
Vendor: 09914 - SPENGLER MICHAEL					
Fund: 111 - GENERAL					
CONTRACTUAL	CONTRACTUAL SERVICES				72.00
Fund 111 - GENERAL Total:					72.00
Vendor 09914 - SPENGLER MICHAEL Total:					72.00
Vendor: 00054 - STATE HEALTH LAB					
Fund: 641 - WATER					
SAMPLES	SAMPLES				2,144.00
Fund 641 - WATER Total:					2,144.00
Vendor 00054 - STATE HEALTH LAB Total:					2,144.00
Vendor: 01235 - STATE OF NE.					
Fund: 111 - GENERAL					
CONTRACTUAL-PD	CONTRACTUAL SERVICES				105.00
Fund 111 - GENERAL Total:					105.00
Vendor 01235 - STATE OF NE. Total:					105.00
Vendor: 00944 - STATE OF NEBRASKA DEPT OF HEALTH					
Fund: 641 - WATER					
LICENSE & PERMITS	LICENSE/PERMITS				115.00
Fund 641 - WATER Total:					115.00
Vendor 00944 - STATE OF NEBRASKA DEPT OF HEALTH Total:					115.00
Vendor: 09928 - STRICKER MARTIN					
Fund: 111 - GENERAL					
CONTRACTUAL	CONTRACTUAL SERVICES				54.00
CONTRACTUAL	CONTRACTUAL SERVICES				36.00
Fund 111 - GENERAL Total:					90.00
Vendor 09928 - STRICKER MARTIN Total:					90.00

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
Vendor: 01967 - SWANK MOTION PICTURES INC					
Fund: 111 - GENERAL					
SPECIAL EVENT REC	SPECIAL EVENTS				463.00
				Fund 111 - GENERAL Total:	463.00
				Vendor 01967 - SWANK MOTION PICTURES INC Total:	463.00
Vendor: 01325 - THE PEAVEY CORP					
Fund: 111 - GENERAL					
INVEST SUPPL-PD	INVESTIGATIVE EXPENSES				110.00
				Fund 111 - GENERAL Total:	110.00
				Vendor 01325 - THE PEAVEY CORP Total:	110.00
Vendor: 08002 - TOYOTA MOTOR CREDIT CORPORATION					
Fund: 218 - PUBLIC SAFETY					
HIDTA CAR LEASE	DEPARTMENT SUPPLIES				365.69
				Fund 218 - PUBLIC SAFETY Total:	365.69
				Vendor 08002 - TOYOTA MOTOR CREDIT CORPORATION Total:	365.69
Vendor: 08821 - TYLER TECHNOLOGIES, INC					
Fund: 111 - GENERAL					
ONLINE UTILITY BILLING FEES	CONTRACTUAL SERVICES				87.00
				Fund 111 - GENERAL Total:	87.00
Fund: 621 - ENVIRONMENTAL SERVICES					
ONLINE UTILITY BILLING FEES	CONTRACTUAL SERVICES				87.00
				Fund 621 - ENVIRONMENTAL SERVICES Total:	87.00
Fund: 631 - WASTEWATER					
ONLINE UTILITY BILLING FEES	CONTRACTUAL SERVICES				87.00
				Fund 631 - WASTEWATER Total:	87.00
Fund: 641 - WATER					
ONLINE UTILITY BILLING FEES	CONTRACTUAL SERVICES				87.00
				Fund 641 - WATER Total:	87.00
				Vendor 08821 - TYLER TECHNOLOGIES, INC Total:	348.00
Vendor: 09865 - UNION BANK & TRUST					
Fund: 713 - CASH & INVESTMENT POOL					
RETIREMENT	REGULAR RETIRE EE PAY				7,574.00
RETIREMENT	REGULAR RETIRE EE PAY				7,788.92
RETIREMENT	DEFERRED COMP EE PAY				2,232.24
RETIREMENT	DEFERRED COMP EE PAY				540.00
RETIREMENT	RETIRE FIRE EE PAYABLE				2,361.03
RETIREMENT	RETIRE FIRE EE PAYABLE				4,248.11
RETIREMENT	RETIRE POLICE EE PAY				5,533.43
RETIREMENT	RETIRE POLICE EE PAY				5,094.55
				Fund 713 - CASH & INVESTMENT POOL Total:	35,372.28
				Vendor 09865 - UNION BANK & TRUST Total:	35,372.28
Vendor: 08828 - US BANK					
Fund: 111 - GENERAL					
GASOLINE-PD	GASOLINE				23.83
GASOLINE-PD	GASOLINE				30.74
GASOLINE-PD	GASOLINE				35.36
SCHOOLS & CONF-PD	SCHOOL & CONFERENCE				122.00
EQUIP MAINT-PD	EQUIPMENT MAINTENANCE				110.94
AED battery	EQUIPMENT MAINTENANCE				114.00
Prgrm.	PROGRAMMING				8.11
Helmet shield	EQUIPMENT MAINTENANCE				57.49
DH WIRELESS SOLUTIONS	EQUIPMENT MAINTENANCE				50.00
GASOLINE-PD	GASOLINE				38.81
IAAI MEMBERSHIP RENEWAL	MEMBERSHIPS				100.00
Bks. & Prgrm.	BOOKS				12.99
Bks. & Prgrm.	PROGRAMMING				142.83

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Description (Payable)	Account Name	(None)	(None)	(None)	Amount
PARKING - DIA N.JOHNSON	SCHOOL & CONFERENCE				72.00
SPECIAL EVENT REC	SPECIAL EVENTS				50.00
SPECIAL EVENT REC	SPECIAL EVENTS				16.47
GASOLINE-PD	GASOLINE				39.89
SCHOOLS & CONF-PD	SCHOOL & CONFERENCE				93.00
POSTAGE	POSTAGE				3.52
Standard Ground Shipping	POSTAGE				10.57
Fund 111 - GENERAL Total:					1,132.55
Fund: 661 - STORMWATER					
SCHOOLS & CONF	SCHOOL & CONFERENCE				690.00
Fund 661 - STORMWATER Total:					690.00
Vendor 08828 - US BANK Total:					1,822.55
Vendor: 01894 - VAN DIEST SUPPLY COMPANY					
Fund: 212 - TRANSPORTATION					
MOSQUITO SPRAY	DEPARTMENT SUPPLIES				1,042.50
Fund 212 - TRANSPORTATION Total:					1,042.50
Vendor 01894 - VAN DIEST SUPPLY COMPANY Total:					1,042.50
Vendor: 01367 - WASSON, BRIAN					
Fund: 111 - GENERAL					
SCHOOLS & CONF-PD	SCHOOL & CONFERENCE				85.00
Fund 111 - GENERAL Total:					85.00
Vendor 01367 - WASSON, BRIAN Total:					85.00
Vendor: 00268 - WESTERN COOPRTATIVE COMPANY					
Fund: 111 - GENERAL					
GROUND MAINT PK	GROUNDS MAINTENANCE				187.50
Fund 111 - GENERAL Total:					187.50
Vendor 00268 - WESTERN COOPRTATIVE COMPANY Total:					187.50
Vendor: 09961 - WRIGHT MICHAEL					
Fund: 111 - GENERAL					
Reim. bus. trvl.	SCHOOL & CONFERENCE				22.86
Fund 111 - GENERAL Total:					22.86
Vendor 09961 - WRIGHT MICHAEL Total:					22.86
Vendor: 03709 - WYOMING CHILD SUPPORT ENFORCEMENT					
Fund: 713 - CASH & INVESTMENT POOL					
CHILD SUPPORT	CHILD SUPPORT EE PAY				738.08
Fund 713 - CASH & INVESTMENT POOL Total:					738.08
Vendor 03709 - WYOMING CHILD SUPPORT ENFORCEMENT Total:					738.08
Vendor: 07239 - WYOMING FIRST AID & SAFETY SUPPLY, LLC					
Fund: 212 - TRANSPORTATION					
FIRST AID KIT SUPPLIES	DEPARTMENT SUPPLIES				83.56
Fund 212 - TRANSPORTATION Total:					83.56
Fund: 725 - CENTRAL GARAGE					
DEPT SUPPLIES	DEPARTMENT SUPPLIES				11.38
Fund 725 - CENTRAL GARAGE Total:					11.38
Vendor 07239 - WYOMING FIRST AID & SAFETY SUPPLY, LLC Total:					94.94
Vendor: 09750 - WYOMING WATER DEVELOPMENT OFF					
Fund: 641 - WATER					
PAWS FEASIBILITY STUDY	CONTRACTUAL SERVICES				7,415.12
Fund 641 - WATER Total:					7,415.12
Vendor 09750 - WYOMING WATER DEVELOPMENT OFF Total:					7,415.12
Grand Total:					930,409.02

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
111 - GENERAL	46,448.66	553.51
211 - REGIONAL LIBRARY	-281.17	0.00
212 - TRANSPORTATION	357,031.16	0.00
213 - CEMETERY	101.20	0.00
215 - SPECIAL PROJECTS	134.94	0.00
218 - PUBLIC SAFETY	533.36	0.00
219 - INDUSTRIAL SITES	337.50	0.00
223 - KENO	528.34	0.00
224 - ECONOMIC DEVELOPMENT	137,210.64	0.00
621 - ENVIRONMENTAL SERVICES	5,561.40	137.56
631 - WASTEWATER	52,233.93	137.55
641 - WATER	48,594.54	137.55
661 - STORMWATER	69,335.87	0.00
713 - CASH & INVESTMENT POOL	110,519.91	110,519.91
721 - GIS SERVICES	0.47	0.00
725 - CENTRAL GARAGE	6,420.30	0.00
812 - HEALTH INSURANCE	95,697.97	58,305.77
Grand Total:	930,409.02	169,791.85

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
111-42201-171	CAMPGROUND FEES	45.00	0.00
111-52111-111	DEPARTMENT SUPPLIES	318.81	0.00
111-52111-112	DEPARTMENT SUPPLIES	596.37	0.00
111-52111-114	DEPARTMENT SUPPLIES	33.00	0.00
111-52111-115	DEPARTMENT SUPPLIES	50.00	0.00
111-52111-141	DEPARTMENT SUPPLIES	303.51	0.00
111-52111-142	DEPARTMENT SUPPLIES	492.06	0.00
111-52111-151	DEPARTMENT SUPPLIES	275.68	0.00
111-52111-171	DEPARTMENT SUPPLIES	282.54	0.00
111-52114-172	CONCESSION SUPPLIES	134.25	0.00
111-52121-151	JANITORIAL SUPPLIES	466.44	0.00
111-52121-171	JANITORIAL SUPPLIES	424.87	0.00
111-52134-172	SPECIAL EVENTS	583.73	0.00
111-52163-142	INVESTIGATIVE EXPENSES	208.00	0.00
111-52221-151	AUDIOVISUAL SUPPLIES	150.90	0.00
111-52222-151	BOOKS	740.32	0.00
111-52223-151	PROGRAMMING	488.87	0.00
111-52311-141	MEMBERSHIPS	100.00	0.00
111-52411-141	POSTAGE	69.69	0.00
111-52411-142	POSTAGE	16.66	0.00
111-52411-143	POSTAGE	3.52	0.00
111-52511-142	GASOLINE	168.63	0.00
111-53111-111	CONTRACTUAL SERVICES	150.00	0.00
111-53111-114	CONTRACTUAL SERVICES	6,264.61	0.00
111-53111-116	CONTRACTUAL SERVICES	87.00	0.00
111-53111-121	CONTRACTUAL SERVICES	585.00	0.00
111-53111-141	CONTRACTUAL SERVICES	1,600.00	0.00
111-53111-142	CONTRACTUAL SERVICES	9,499.72	0.00
111-53111-151	CONTRACTUAL SERVICES	242.00	0.00
111-53111-171	CONTRACTUAL SERVICES	1,273.50	0.00
111-53111-172	CONTRACTUAL SERVICES	540.00	0.00
111-53211-171	LEGAL FEES	553.51	553.51
111-53421-141	BUILDING MAINTENANCE	10.75	0.00
111-53421-142	BUILDING MAINTENANCE	10.75	0.00
111-53421-171	BUILDING MAINTENANCE	2,390.00	0.00
111-53421-172	BUILDING MAINTENANCE	63.00	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
111-53441-141	EQUIPMENT MAINTENAN...	221.49	0.00
111-53441-142	EQUIPMENT MAINTENAN...	110.94	0.00
111-53441-151	EQUIPMENT MAINTENAN...	1,016.00	0.00
111-53441-171	EQUIPMENT MAINTENAN...	639.66	0.00
111-53451-141	VEHICLE MAINTENANCE	164.44	0.00
111-53451-171	VEHICLE MAINTENANCE	185.88	0.00
111-53471-171	GROUNDS MAINTENANCE	1,680.37	0.00
111-53521-111	HEATING FUEL	36.61	0.00
111-53521-141	HEATING FUEL	49.12	0.00
111-53521-142	HEATING FUEL	81.52	0.00
111-53521-151	HEATING FUEL	84.07	0.00
111-53521-171	HEATING FUEL	107.40	0.00
111-53521-172	HEATING FUEL	908.66	0.00
111-53561-111	TELEPHONE	5.16	0.00
111-53561-112	TELEPHONE	3.65	0.00
111-53561-114	TELEPHONE	4.69	0.00
111-53561-115	TELEPHONE	1.28	0.00
111-53561-121	TELEPHONE	5.86	0.00
111-53561-141	TELEPHONE	4.45	0.00
111-53561-142	TELEPHONE	411.68	0.00
111-53561-143	TELEPHONE	2.74	0.00
111-53561-151	TELEPHONE	23.12	0.00
111-53561-171	TELEPHONE	6.29	0.00
111-53561-172	TELEPHONE	2.35	0.00
111-53571-141	CELLULAR PHONE	372.17	0.00
111-53631-111	RENT-MACHINES	148.76	0.00
111-53711-114	SCHOOL & CONFERENCE	398.00	0.00
111-53711-142	SCHOOL & CONFERENCE	443.89	0.00
111-53711-151	SCHOOL & CONFERENCE	105.72	0.00
111-53751-114	COMMUNITY DEVELOPM...	10,000.00	0.00
211-52222-151	BOOKS	-281.17	0.00
212-52111-212	DEPARTMENT SUPPLIES	2,321.05	0.00
212-52171-212	STREET REPAIR SUPPLIES	344.58	0.00
212-53491-212	STREET MAINTENANCE	6,646.75	0.00
212-53521-212	HEATING FUEL	230.46	0.00
212-53561-212	TELEPHONE	6.77	0.00
212-54322-212	STREET PROJECTS	347,481.55	0.00
213-53441-213	EQUIPMENT MAINTENAN...	97.88	0.00
213-53561-213	TELEPHONE	3.32	0.00
215-52111-142	DEPARTMENT SUPPLIES	134.94	0.00
218-52111-142	DEPARTMENT SUPPLIES	365.69	0.00
218-54411-142	EQUIPMENT	167.67	0.00
219-53111-111	CONTRACTUAL SERVICES	337.50	0.00
223-52111-113	DEPARTMENT SUPPLIES	268.38	0.00
223-53111-113	CONTRACTUAL SERVICES	259.96	0.00
224-53111-114	CONTRACTUAL SERVICES	1,181.50	0.00
224-53561-113	TELEPHONE	7.19	0.00
224-53711-113	SCHOOL & CONFERENCE	50.00	0.00
224-59111-114	ECONOMIC DEVELOPME...	135,971.95	0.00
621-52111-621	DEPARTMENT SUPPLIES	581.75	0.00
621-52411-621	POSTAGE	137.56	137.56
621-53111-621	CONTRACTUAL SERVICES	3,192.00	0.00
621-53193-621	DISPOSAL FEES	800.00	0.00
621-53441-621	EQUIPMENT MAINTENAN...	757.59	0.00
621-53451-621	VEHICLE MAINTENANCE	48.00	0.00
621-53521-621	HEATING FUEL	41.82	0.00
621-53561-621	TELEPHONE	2.68	0.00
631-52111-631	DEPARTMENT SUPPLIES	279.97	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
631-52181-631	UNIFORMS & CLOTHING	191.00	0.00
631-52411-631	POSTAGE	160.47	137.55
631-53111-631	CONTRACTUAL SERVICES	472.45	0.00
631-53441-631	EQUIPMENT MAINTENAN...	438.34	0.00
631-53531-631	ELECTRIC POWER	14,686.37	0.00
631-53561-631	TELEPHONE	2.52	0.00
631-53711-631	SCHOOL & CONFERENCE	1,452.00	0.00
631-54212-631	ENGINEERING/DESIGN	5,230.80	0.00
631-54311-631	STRUCTURES	29,262.51	0.00
631-59211-631	LICENSE/PERMITS	57.50	0.00
641-52111-641	DEPARTMENT SUPPLIES	691.31	0.00
641-52116-641	METERS	1,671.12	0.00
641-52117-641	SAMPLES	13,423.00	0.00
641-52411-641	POSTAGE	182.10	137.55
641-52611-641	CHEMICALS	7,007.86	0.00
641-53111-641	CONTRACTUAL SERVICES	8,057.58	0.00
641-53521-641	HEATING FUEL	134.72	0.00
641-53531-641	ELECTRIC POWER	16,235.05	0.00
641-53561-641	TELEPHONE	2.52	0.00
641-53711-641	SCHOOL & CONFERENCE	1,074.28	0.00
641-59211-641	LICENSE/PERMITS	115.00	0.00
661-53111-661	CONTRACTUAL SERVICES	850.00	0.00
661-53561-661	TELEPHONE	0.47	0.00
661-53711-661	SCHOOL & CONFERENCE	860.55	0.00
661-54212-661	ENGINEERING/DESIGN	6,756.45	0.00
661-54311-661	STRUCTURES	60,868.40	0.00
713-21512	MEDICARE W/H EE PAYAB...	7,450.08	7,450.08
713-21513	FICA W/H EE PAYABLE	27,773.56	27,773.56
713-21514	FED W/H EE PAYABLE	21,739.65	21,739.65
713-21517	POL UNION DUES EE PAY	528.00	528.00
713-21518	FIRE UNION DUES EE PAY	210.00	210.00
713-21523	LIFE INS EE PAYABLE	22.75	22.75
713-21524	SMEC EE PAYABLE	161.00	161.00
713-21527	WAGE ATTACHMENT EE ...	218.06	218.06
713-21528	REGULAR RETIRE EE PAY	15,362.92	15,362.92
713-21529	DEFERRED COMP EE PAY	2,772.24	2,772.24
713-21531	RETIRE FIRE EE PAYABLE	6,609.14	6,609.14
713-21533	RETIRE POLICE EE PAY	10,627.98	10,627.98
713-21534	DIS INC INS EE PAYABLE	25.95	25.95
713-21539	CHILD SUPPORT EE PAY	2,088.63	2,088.63
713-21541	HSA EE PAYABLE	13,686.20	13,686.20
713-21741	HSA ER PAYABLE	1,243.75	1,243.75
721-53561-721	TELEPHONE	0.47	0.00
725-52111-725	DEPARTMENT SUPPLIES	3,030.18	0.00
725-52181-725	UNIFORMS & CLOTHING	25.83	0.00
725-52531-725	OIL & ANTIFREEZE	76.75	0.00
725-53441-725	EQUIPMENT MAINTENAN...	3,253.87	0.00
725-53521-725	HEATING FUEL	32.44	0.00
725-53561-725	TELEPHONE	1.23	0.00
812-53861-112	PREMIUM EXPENSE	37,392.20	0.00
812-53862-112	CLAIMS EXPENSE	57,986.97	57,986.97
812-53863-112	FLEXIBLE BENFT EXPENSES	318.80	318.80
Grand Total:		930,409.02	169,791.85

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	927,598.13	169,791.85
2117753471	339.28	0.00

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
2122852111	134.94	0.00
2123153111	259.96	0.00
21852111142	365.69	0.00
6002053111	850.00	0.00
6002053561	0.47	0.00
6002053711	860.55	0.00
Grand Total:	930,409.02	169,791.85

UTILITY REFUNDS 9-4-18

Account #	Status	Contact	Service Address	Refund Amount
075-0360-04	Inactive	IVY VASQUEZ	612 E 11TH ST SCOTTSBLUFF NE 69361	92.03
035-1368-06	Inactive	CYNTHIA HOFFMAN	516 W 14TH ST SCOTTSBLUFF NE 69361	20.76
015-2119-01	Inactive	JERRY LEE	2817 AVE C SCOTTSBLUFF NE 69361	10.92
070-5077-02	Inactive	DAVID B SCHICK	2026 E 32ND ST SCOTTSBLUFF NE 69361	9.91
Total				
4				\$133.62

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item C. Pres.1

Council to recognize Sabrina Esparza with a Community Service Award.

Staff Contact: City Council

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Pub. Hear.1

Council to conduct a public hearing as advertised for 6:00 p.m. for authorizing the final tax request for the 2018-2019 year at a different amount than the prior year request.

Staff Contact: Nathan Johnson, City Manager

CITY OF SCOTTSBLUFF, NEBRASKA

ANNUAL BUDGET



FISCAL YEAR

2018-2019

CITY OF SCOTTSBLUFF, NEBRASKA
FISCAL YEAR 2018-2019
ANNUAL BUDGET

MAYOR
Randy Meininger

COUNCIL MEMBERS
Raymond Gonzales
Scott Shaver
Jordan Colwell
Mark McCarthy

CITY MANAGER
Nathan Johnson

COVER
Pioneer Park, 27th & Broadway

CITY OF SCOTTSBLUFF, NEBRASKA

Mayor and City Council



*Mayor
Randy Meininger*



*Councilmember
Raymond Gonzales*



*Councilmember
Scott Shaver*



*Councilmember
Jordan Colwell*



*Councilmember
Mark McCarthy*

CITY OF SCOTTSBLUFF, NEBRASKA

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CITY OF SCOTTSBLUFF, NEBRASKA

List of Principal Officials

October 1, 2018

Title

Mayor
Councilmember
Councilmember
Councilmember
Councilmember
City Manager
City Clerk/Risk Manager
Director of Finance
Director of Human Resources
Director of Public Works
Economic Development Director
Emergency Management Director
Fire Chief
Library Director
Parks Supervisor
Police Chief

Name

Randy Meininger
Raymond Gonzales
Scott Shaver
Jordan Colwell
Mark McCarthy
Nathan Johnson
Kim Wright
Liz Hilyard
Jana Bode
Mark Bohl
Starr Lehl
Tim Newman
Tom Schingle
Noelle Thompson
Rick Deeds
Kevin Spencer

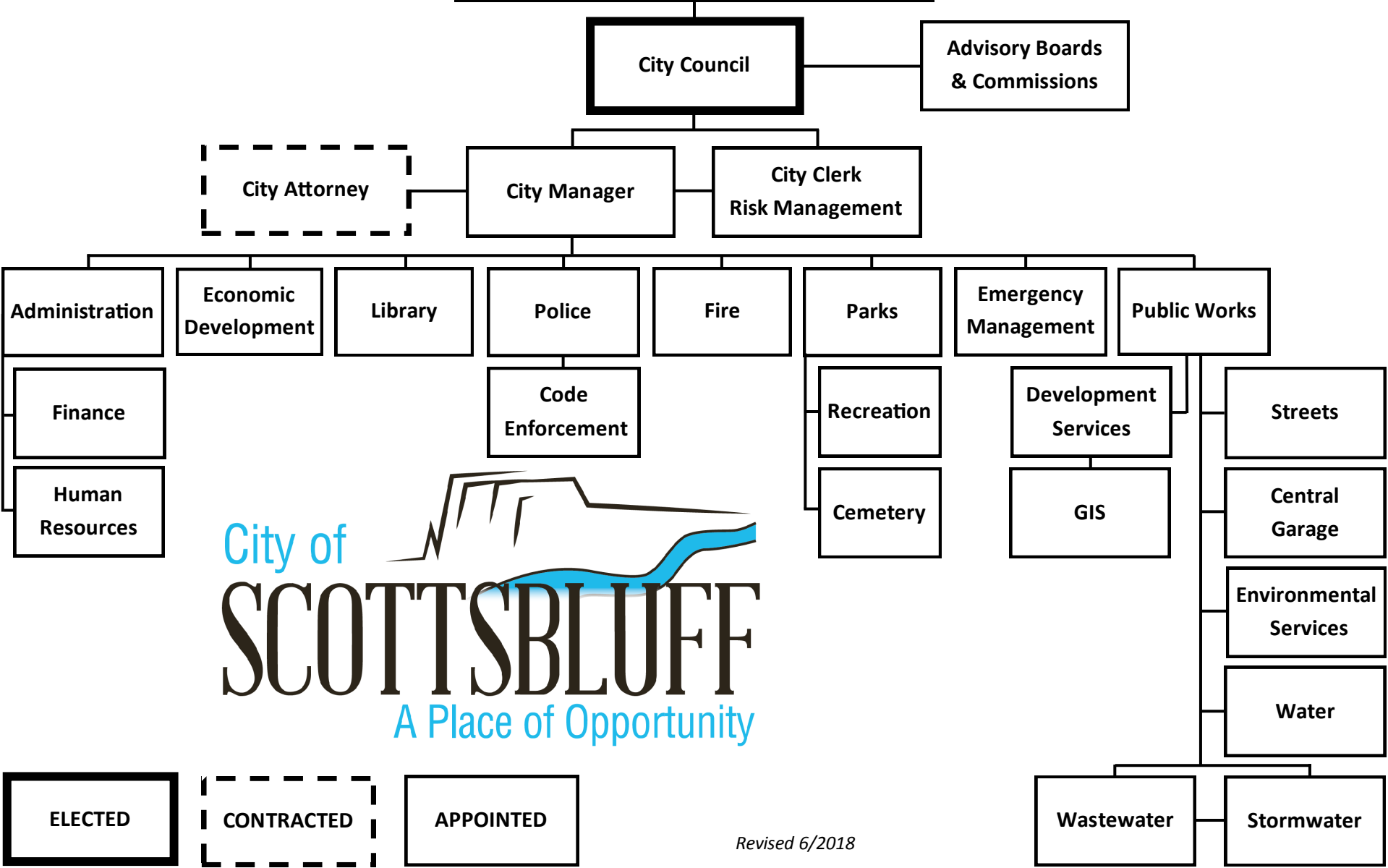
CITY OF SCOTTSBLUFF, NEBRASKA

Personnel Count by Department

<u>Department</u>	<u>Approved 2018-2019</u>
Administration	10.5
Development Services	2
Fire	17
Police	37
Emergency Management	1
Library	7
Parks	9
Streets	14
Cemetery	2
Economic Development	1
Environmental Services	14
Wastewater	9.5
Water	8.5
Central Garage	2
GIS	<u>1</u>
Total Full-Time Equivalents	135.5 FTEs

CITY OF SCOTTSBLUFF, NEBRASKA
Organizational Chart

Citizens of Scottsbluff



CITY OF SCOTTSBLUFF, NEBRASKA

Boards/Commissions/Agencies

BOARD OF ADJUSTMENT

The Board of Adjustment, consisting of 5 members, plus 1 additional member designated as an alternate who shall attend and serve only when one of the regular members is unable to attend for any reason. Each member, including the alternate member, shall serve a term of three years.

Henry Huber.....9/30/20
Sabrina Esparza.....9/30/19
Roger Rojas.....9/30/19
Troy Herman.....9/30/18
Rick Wayman.....9/30/18
Raul Aguallo (Alternate).....9/30/18

BUILDING & FIRE CODES EXCEPTIONS BOARD

The Board shall consist of 5 regular members, plus one additional member who shall attend and serve only when one of the regular members is unable to attend for any reason. The regular members and the alternate member of the Board of Adjustment shall also be ex-officio the regular members and the alternate member, respectively, of the Building and Fire Codes Exceptions Board.

BUSINESS IMPROVEMENT BOARD

The Board shall have 7 members and 2 alternates. The term of office of each member of the board shall be three years commencing on the first day of October.

Donna Hessler.....9/30/20
Angela Kembel9/30/20
Nancy Dillman.....9/30/20
Melissa Schneider9/30/20

CITY OF SCOTTSBLUFF, NEBRASKA

Boards/Commissions/Agencies

Roger Franklin9/30/19
Neal Blomenkamp9/30/19
Beckie Rogers9/30/18
Rick Wayman.....9/30/18
Tami Reichert (Alternate).....9/30/19
(Alternate).....

CIVIL SERVICE COMMISSION

The Civil Service Commission of the City, which has been created by Nebraska law, shall have 3 members. The term of office of each member shall be a period of six years.

Thomas Perkins, Chairman.....9/30/21
Jackie Neu9/30/23
Michael Schaff9/30/19

LIBRARY BOARD

Library Board shall consist of 5 members. Each member shall serve a term of five years.

Beth Merrigan9/30/22
Victoria Casillas.....9/30/22
Marg Dredla9/30/18
Anne Radford9/30/21
John Marshall.....9/30/20

CITY OF SCOTTSBLUFF, NEBRASKA

Boards/Commissions/Agencies

PARK, CEMETERY & TREE BOARD

Park, Cemetery & Tree Board shall have 7 members who will serve for a term of five years.

Dan Marshall.....9/30/22
Larry Cooper.....9/30/18
Kasandra Alsidez9/30/21
Carolyn Escamilla.....9/30/21
Megan Hayward.....9/30/18
Vacant

PLANNING COMMISSION

The Board of Adjustment, consisting of 9 members, plus 1 additional member designated as an alternate who shall attend and serve only when one of the regular members is unable to attend for any reason. Each member, including the alternate member, shall serve a term of three years.

Henry Huber.....9/30/20
David Gompert.....9/30/20
Becky Estrada9/30/20
Callen Wayman.....9/30/19
Mark Westphal.....9/30/19
Jim Zitterkopf.....9/30/19
Dana Weber9/30/18
Anita Chadwick9/30/19
Angie Aquallo9/30/19
Linda Redfern9/30/19

CITY OF SCOTTSBLUFF, NEBRASKA

Boards/Commissions/Agencies

PLUMBERS EXAMINING BOARD

Examining Board for Plumbers of the City, which shall have 6 members. Each member shall serve a term of four years.

Larry McCaslin9/30/21
Robert McCormick9/30/21
Mark Sitzman.....9/30/20
Roger Rojas.....9/30/19
Jack SaturEx-Off.
Gary Batt.....Ex-Off.

LB 840 APPLICATION REVIEW

David Schaff
Dennis Hadden
Hod Kosman
Jim Trumbull
Lee Glenn
Marla Marx
Jeanne McKerrigan

LB 840 CITIZEN REVIEW

Diane Vandenberg
Marci Meyer
Mark Harris
Sam Mark
Scott Phillips

CITY OF SCOTTSBLUFF, NEBRASKA

Boards/Commissions/Agencies

LIQUOR LICENSE HOLDERS INVESTIGATORY BOARD

This board shall consist of 10 members who are appointed for three year terms. Chairman and Vice Chairman are appointments are one year each.

Russ Knight, Chairman1/31/21
Kelli Larson, Vice Chairman1/31/21
Bob Scripser.....1/31/21
Mike Halley.....1/31/21
Nathan Johnson.....1/31/21
Libby Stobel.....1/31/21
Kevin Spencer.....1/31/21
Kim Wright.....1/31/21
Norman Coley.....1/31/21
Vacant.....

COMMUNITY REDEVELOPMENT AGENCY

This board consists of 5 members who are appointed by Mayor for five years each, following the initial staggered term.

Bill Trumbull3/1/2021
Joanne Phillips3/1/2020
Bill Knapper.....3/1/2019
Cathy Eastman3/1/2023
Robert Franco.....3/1/2022

CITY OF SCOTTSBLUFF, NEBRASKA

History and Facts

The City of Scottsbluff, as well as Scotts Bluff County, receives its name from Scott's Bluff, a well know natural landmark which rises 800 feet over the North Platte River Valley. The early day explorer and fur trapper, Hiram Scott, traveled through the region in search of fur pelts to be sold in eastern markets.

In December, 1899 the Townsite for Scottsbluff was laid out by the Lincoln Land Company, a Burlington Railroad subsidiary, on land purchases from the Elizabeth McClenahan family. The plot for the town was filed with the Scotts Bluff County Clerk on January 20, 1900, and the railroad tracks reached the townsite in February.

Construction began on the first building in Scottsbluff in March of 1900. This building housed a grocery store owned by Ed H. Kirkpatrick. The second building was for the Emery Hotel. Soon these businesses were joined by the Carr Neff Lumber Co. which was located in a location close to the current site of the Carr Trumbull Lumber Co. The first newspaper was started in May of 1900 by E.T. Westervelt and was called The Scottsbluff Republican. In addition to these buildings the residents of the town also built a Presbyterian Church.

Louis Probst and others petitioned the Scotts Bluff County Commissioners on June 20, 1900 to incorporate the Village of Scottsbluff. The business district of the village continued to grow as two saloons, a feed store, a barber, a dressmaker, a bank, a hardware store, a drug store, a general merchandise store, a post office and restaurants were added in quick succession. Homes were constructed and a four-room school house was built where City Hall at 1818 Avenue A was located.

The men and women of the 1900's who founded the City of Scottsbluff were a vigorous and self-reliant group of individuals who settled where they felt they had a good opportunity for success. They sought to raise families in an environment which would offer education, religion and culture. They were dedicated to the institutions of free government.

The Village Board of Trustees was elected in April of 1904 and headed by Chairman J.C. McCreary. In 1911 the population had grown sufficiently to allow for the organization of a second class city with a Mayor/Council form of government and the first Mayor was Frederick Alexander. Scottsbluff became a first class city with a population of 5,168 in 1916 and C.H. Westervelt was elected to serve as Mayor. After an election held in May, 1949 the City was reorganized under the Council/Manager form of government with 5 Councilmembers elected at large and a Mayor elected to serve as President of the Council by his fellow Councilmembers. The first Mayor to serve under the new form of government was V.R. Blackledge.



Broadway, circa 1900

CITY OF SCOTTSBLUFF, NEBRASKA

History and Facts

The early citizens of Scottsbluff organized first a private library collection and then supported the City involvement in providing this service. As early as 1910 a dedicated group of citizens were active in providing the community with a collection of materials to support their need for information.

Other city services were also developed initially in response to the desire of residents to make a good life for themselves within the area, known as “America’s Valley of the Nile”. The City Hall was located at various locations throughout the downtown district of the community during the early years and was always in rented space. It wasn’t until 1956 that the citizens of Scottsbluff approved a bond issue to construct a building to house their City government at 1818 Avenue A.

Great Western Sugar Company was important to the history of early settlers of Scottsbluff. The Scottsbluff sugar factory was built in 1910 and subsequent growth in sugar beet production contributed to continued stability in the economy of the area.

The growth and development of the health care industry over the years, in addition to increasing expansion in the retail and service business districts, have joined with agriculture based concerns to build a local economy which is joined with the community of Gering in providing support for a trade area which reaches as far as 80 miles from the city limits. The common concerns and common interests of residents in the Twin Cities have led to increasing cooperation for programs of mutual benefit to all residents.

Excerpt taken from the Gering Courier – One Hundredth Anniversary Edition, Thursday April 30, 1987



Broadway, circa 1920



Broadway, 2016

CITY OF SCOTTSBLUFF, NEBRASKA

Miscellaneous Statistics

Date of Incorporation	June 10, 1916	Fire Protection:	
Form of Government	Council/Manager	Number of stations	1
Location	Western Nebraska	Number of firefighters:	
Population	15,039	Full time	16
Elevation (feet)	3,891		
Area in square miles	6.27	Police Protection:	
Average annual rain fall (inches)	15.79	Number of stations	1
Average annual snow fall (inches)	42.10	Number of sworn officers	31
Average growing season (days)	147		
		Water system:	
Number of employees		Number of customers	6,077
Full time permanent	133	Number of wells operated	12
Part time permanent	5	Number of water towers	5
Part time casual	12	Pumping capacity (gallons per minute)	14,100
Seasonal	40	Storage capacity (gallons)	2,750,000
		Average annual water consumption (gallons)	1.2 billion
City of Scottsbluff facilities and services:		Miles of water main	120
Miles of streets	340	Number of fire hydrants	943
Traffic control signals	35		
		Water reclamation system:	
Parks and recreation:		Number of customers	6,158
Number of parks	23	Influent flow per day (gallons)	2,104,110
Area of parks in acres	281	Number of sewer lift stations	5
Swimming pools/water park	1	Miles of sanitary sewers	90
Campground camp sites	47	Number of manholes	1,815

CITY OF SCOTTSBLUFF, NEBRASKA

Miscellaneous Statistics

Stormwater collection:

Miles of storm sewer main	100
Catch basins	1,500

Hospitals:

Number of hospitals	1
Number of patient beds	182

Libraries

Printed and digital materials	65,000+
Cardholders/patrons	20,335
Patrons served annually	130,000+

Facilities and services not included in the reporting entity:

Education:

Number of schools:

Elementary (K-5)	5
Middle school (6-8)	1
Senior high (9-12)	1
Community College	1

Number of students:

Elementary (K-5)	1,553
Middle school (6-8)	800
Senior high (9-12)	900
Community College:	
Full time students	868
Part time students	1,132



Scottsbluff PD Officers

CITY OF SCOTTSBLUFF, NEBRASKA

Letter from the City Manager

Honorable Mayor, City Council and Citizens of Scottsbluff:

I am honored to complete my third City budget on behalf of the Citizens of Scottsbluff. I am pleased to present to you and the residents of Scottsbluff the Annual Budget for Fiscal Year 2018/19. Every year, the City Council adopts a budget that matches the services desired by the community with the financial resources required to adequately provide those services.

This budget reflects the vision and goals of the City Council and supports the many daily tasks that comprise the programs and services provided by the City. The budget for these critical services allows us to provide value added results that impact and improve the daily lives of those who live and work in the City of Scottsbluff.

City staff has worked to ensure openness and transparency in the budget process. Beginning in April 2018, the City's budget and financial team met with each department with the clear objective of increasing the effectiveness of the budget, identifying cost savings, reducing expenditures while improving service delivery. On June 6, 2018, the City Council held a Budget Workshop that indicated trends used to develop departmental budgets, revenue budgets and to update the Capital Improvement Plan.

As a result of stagnant growth in the City's sources of revenue, staff has reviewed expenditure categories and proposed reductions where possible. Expenditures are expected to exceed forecasted revenues for the upcoming 2018/19 fiscal year. Due to the expenditures

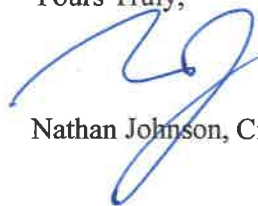
exceeding projected revenues, expenditures will be addressed with an effort to minimize the impact on City services.

The City of Scottsbluff's all funds budget, net of transfers is \$39 million. Approximately \$11.1 million is allocated to the General Fund.

The City must continue to identify both opportunities to reduce costs and to attract new sources of revenue. To this end, the City is investing in Economic Development efforts and Infrastructure while also looking for creative measures to ensure that effective services are provided.

It is essential that the City continue to practice its prudent fiscal management to ensure its resources are adequate to draw upon during the economic downturns and to meet its future obligations. The Fiscal Year 2018/19 Budget presents a plan for addressing the goals of City Council within existing resources. It supports the immediate needs of the community and the long-term fiscal health of the City.

Yours Truly,



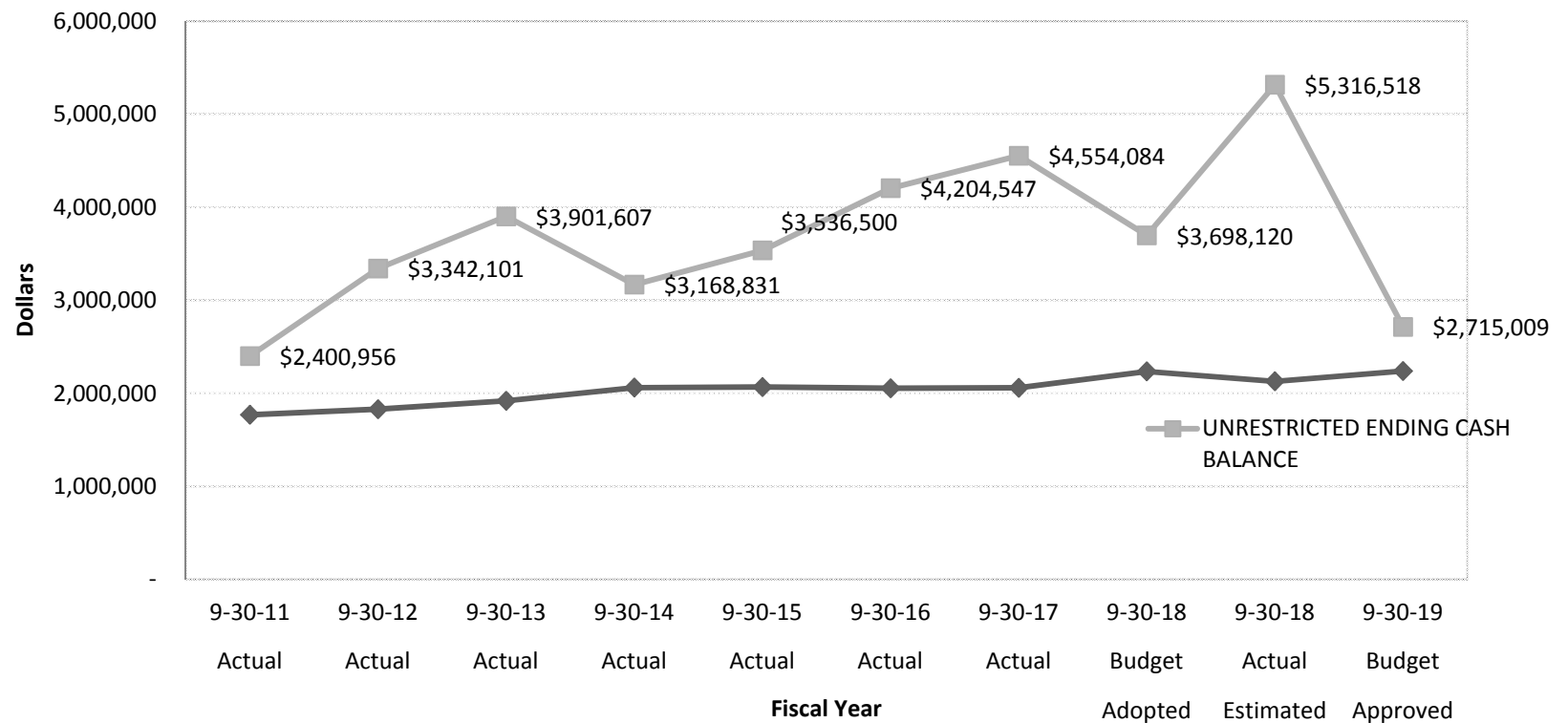
Nathan Johnson, City Manager

CITY OF SCOTTSBLUFF, NEBRASKA

General Fund Cash Balance

Reserved funds, like savings plans, are mechanisms for accumulating cash for future capital outlays and other allowable purposes. The Scottsbluff City Council implemented a policy of a three month *operating cash reserve* for the General Fund. A reasonable level of unreserved funds provides a cushion for unforeseen expenditures or revenue shortfalls and helps ensure that adequate cash flow is available to meet the cost of operations. The graphic below depicts the year end General Fund cash balance as it compares to the three month cash reserve requirement set by Council which is based on actual expenditures of the General Fund in the same fiscal year.

Operating Cash Reserve Requirement vs. Actual Cash Balance - General Fund

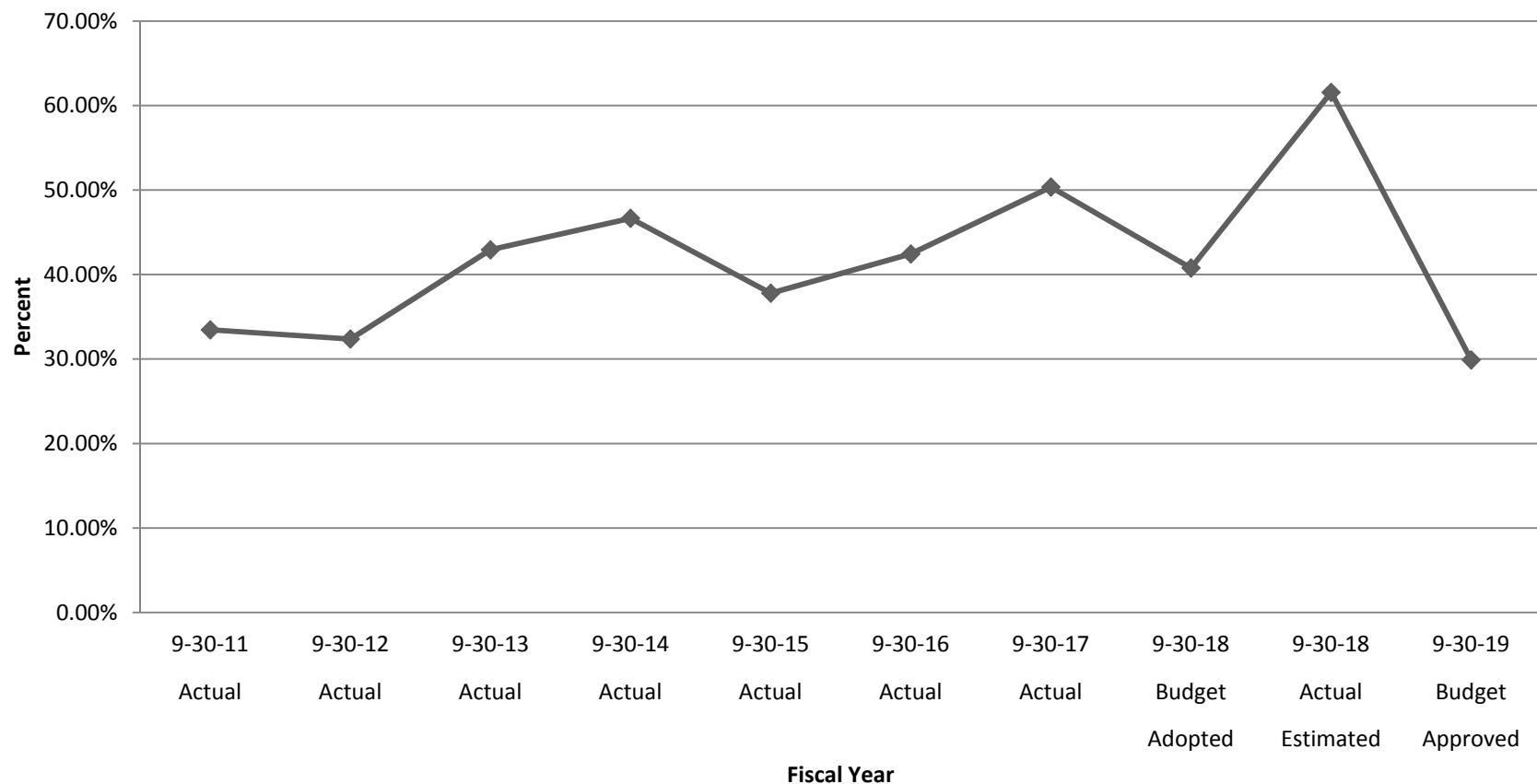


CITY OF SCOTTSBLUFF, NEBRASKA

General Fund Cash Balance

The General Fund's budgeted unrestricted cash balance for the 2019 Budget is \$2,715,009 or 29.89% of expenditures (less capital outlay and debt service). A three month reserve of General Fund cash would require a balance of \$2,239,795.

General Fund Cash Balance as a Percent (%) of Operating Expenditures

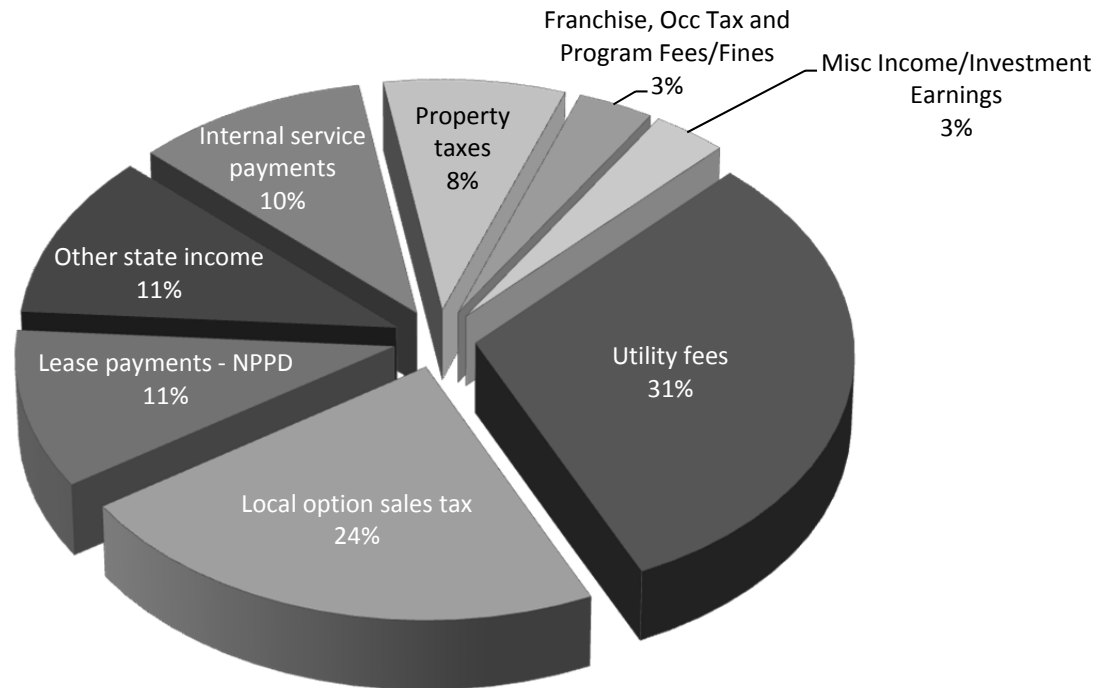


CITY OF SCOTTSBLUFF, NEBRASKA

Revenues by Source

Where does the City get its revenues? The primary sources of revenue for the City of Scottsbluff are retail sales taxes, lease payments from NPPD for the use of the City's electrical infrastructure, real estate and personal property taxes, occupation taxes, program generated fees and fines, other State revenue and City utilities.

Budgeted Revenue by Source



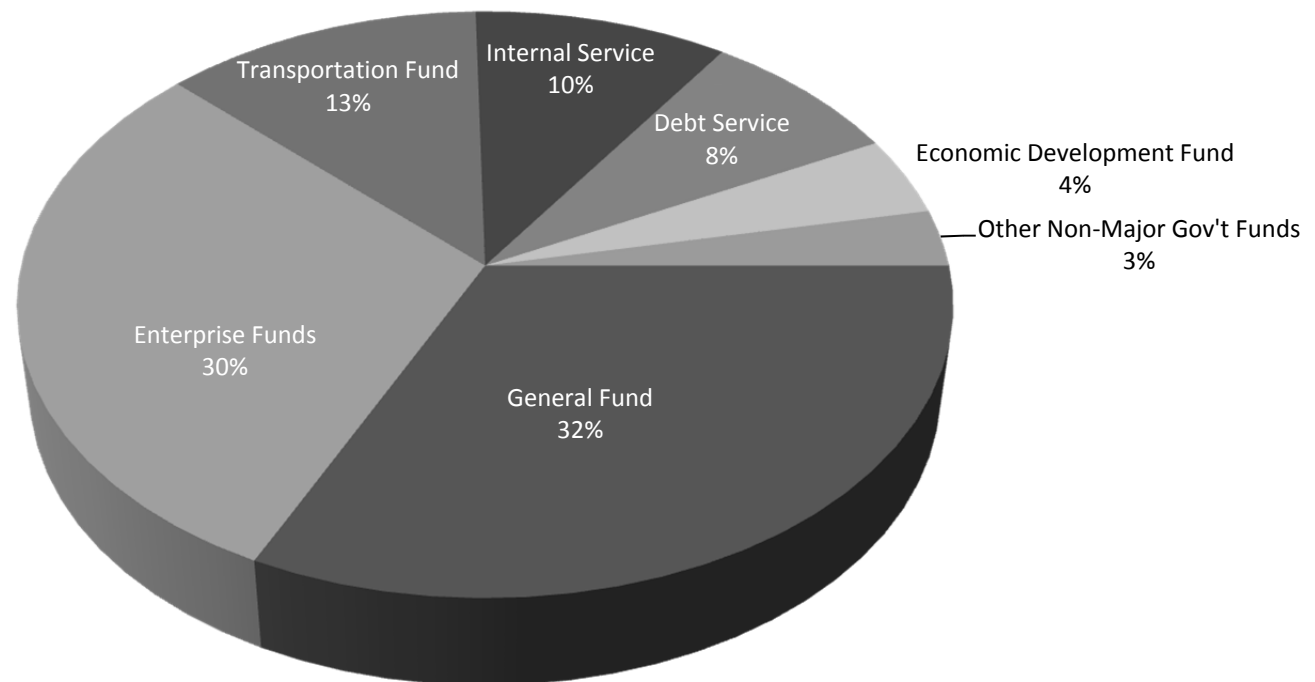
Fiscal Year 09/30/2019

CITY OF SCOTTSBLUFF, NEBRASKA

Revenues by Fund

Where do the revenues go? The City's budget begins with anticipated revenues. These funds are then allocated between funds and departments based on the goals, vision and policy set by the City Council, requirements of State Statutes, the programming and needs of each department and capital improvement requirements.

Budgeted Revenue by Fund



Fiscal Year 09/30/2019

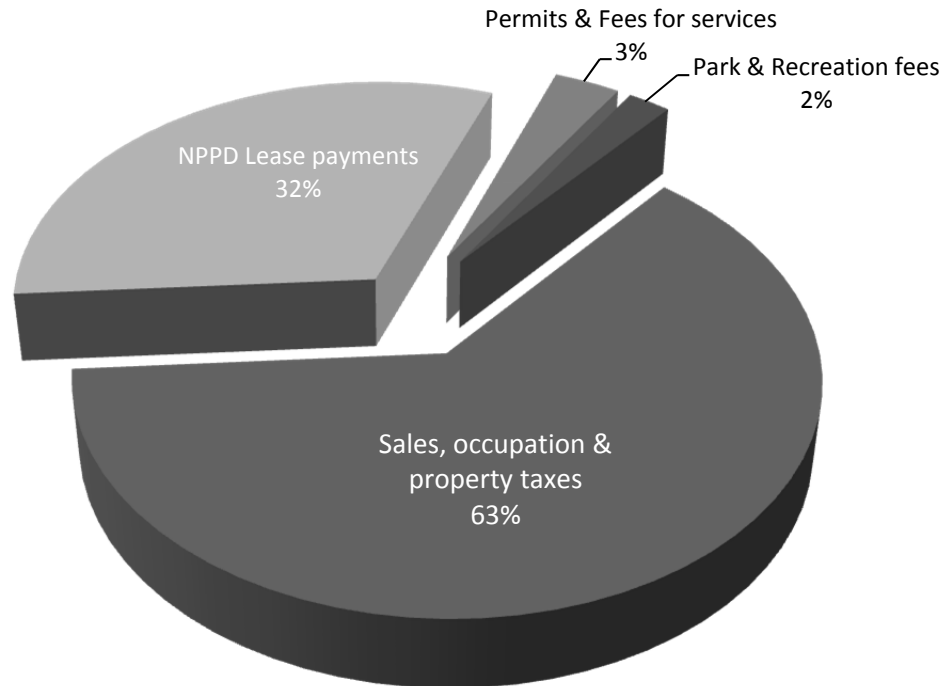
Cash balance forward, transfers and bond/warrant proceeds not included in revenue amounts.

CITY OF SCOTTSBLUFF, NEBRASKA

General Fund Revenues

The General Fund revenues which make up 32% of the City's total revenues are mostly attributable to taxes and lease payments from NPPD. A small portion of General Fund revenue is generated from fees related to parks and recreation (pool passes, park shelter rentals, softball and other recreation league fees), permit fees and fees for services (building permit fees, fingerprinting fees, fire inspection fees and security detail). The remaining balance is investment income.

Budgeted General Fund Revenues by Source



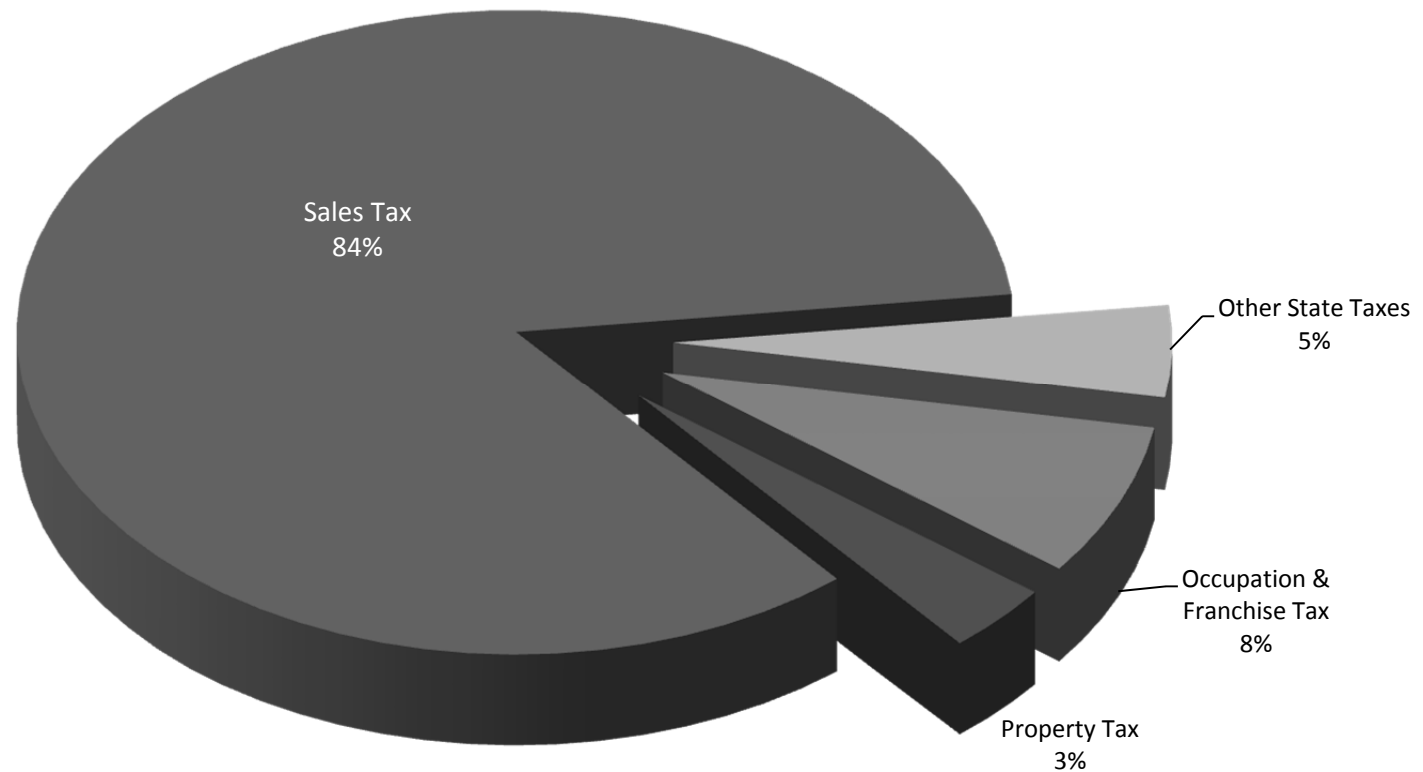
Fiscal Year 09/30/2019

CITY OF SCOTTSBLUFF, NEBRASKA

General Fund Tax Revenues

Over half (63%) of the General Fund revenues are attributable to taxes. The majority (84%) of this tax revenue is from local option retail sales tax. The remaining tax revenue is generated by occupation and franchise tax, property tax and other State tax such as motor vehicle tax.

Budgeted General Fund Tax Revenues by Source



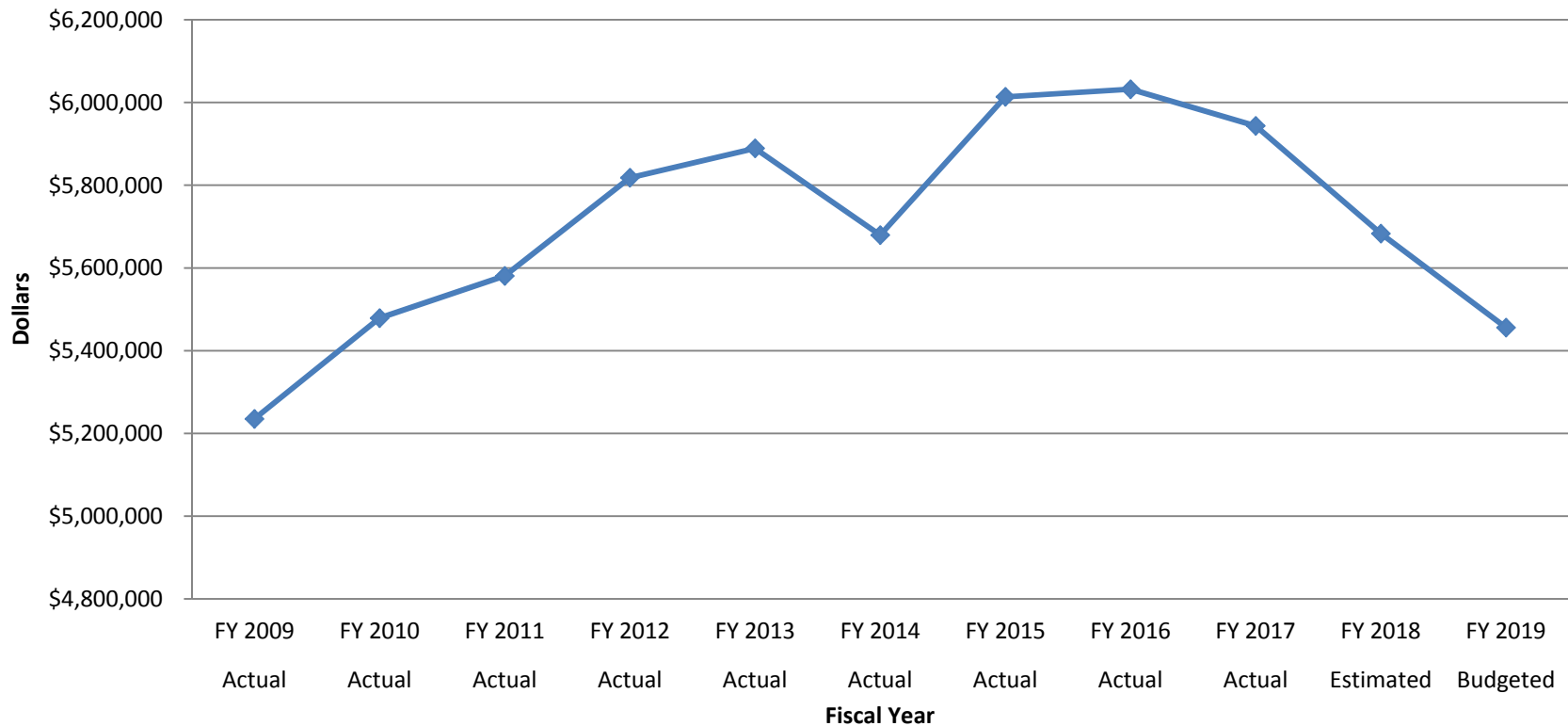
Fiscal Year 09/30/2019

CITY OF SCOTTSBLUFF, NEBRASKA

Sales Tax Revenues

Sales tax revenues that the City receives are based on local consumer spending and are extremely difficult to predict. As a result, the Revenue Committee for the City which is made up of two members of City Council, the City Manager and Finance Director review historical sales tax receipts and trends. They create various forecasts for the current year's budget considering economic indicators such as unemployment, commodity prices, business and industry statistics and other economic factors that affect local spending.

Sales Tax Revenue History



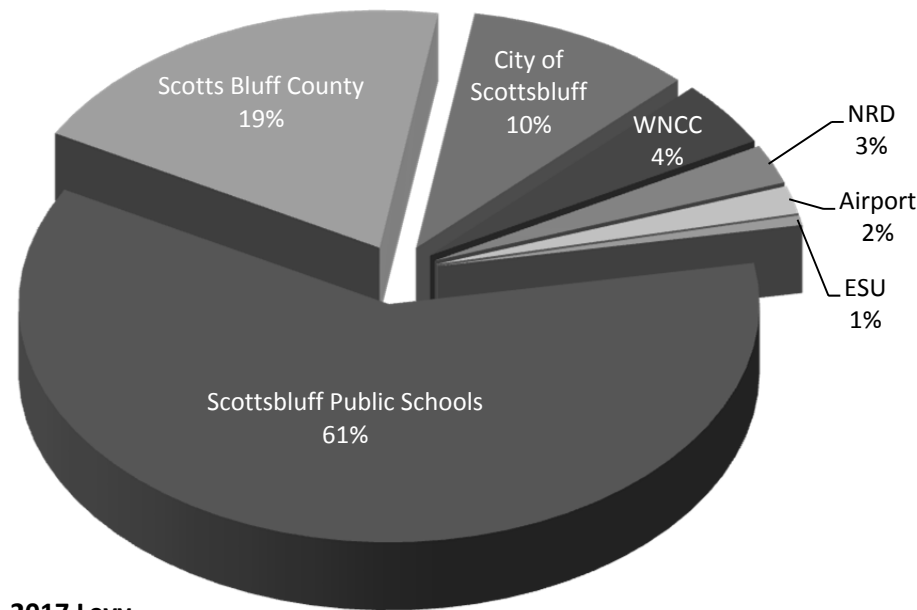
CITY OF SCOTTSBLUFF, NEBRASKA

Property Tax Revenues

A levy indicates the amount of tax property owners pay for each \$100 valuation of their property. Property tax can be calculated by Assessed Valuation divided by 100, then multiplied by the levy. The City's requested levy for the Budget Year 2019 is .2160. A citizen can expect to pay \$216.00 in City taxes on a \$100,000 home.

Total property tax revenue is budgeted to increase without a rate increase due to an increase in property valuations. Valuations increased from \$875,618,730 in 2017 to \$885,989,875 in 2018, an increase of \$10,371,145 or 1.18%. Actual valuation of property is determined by the Scotts Bluff County Assessor.

Division of the Property Tax Dollar



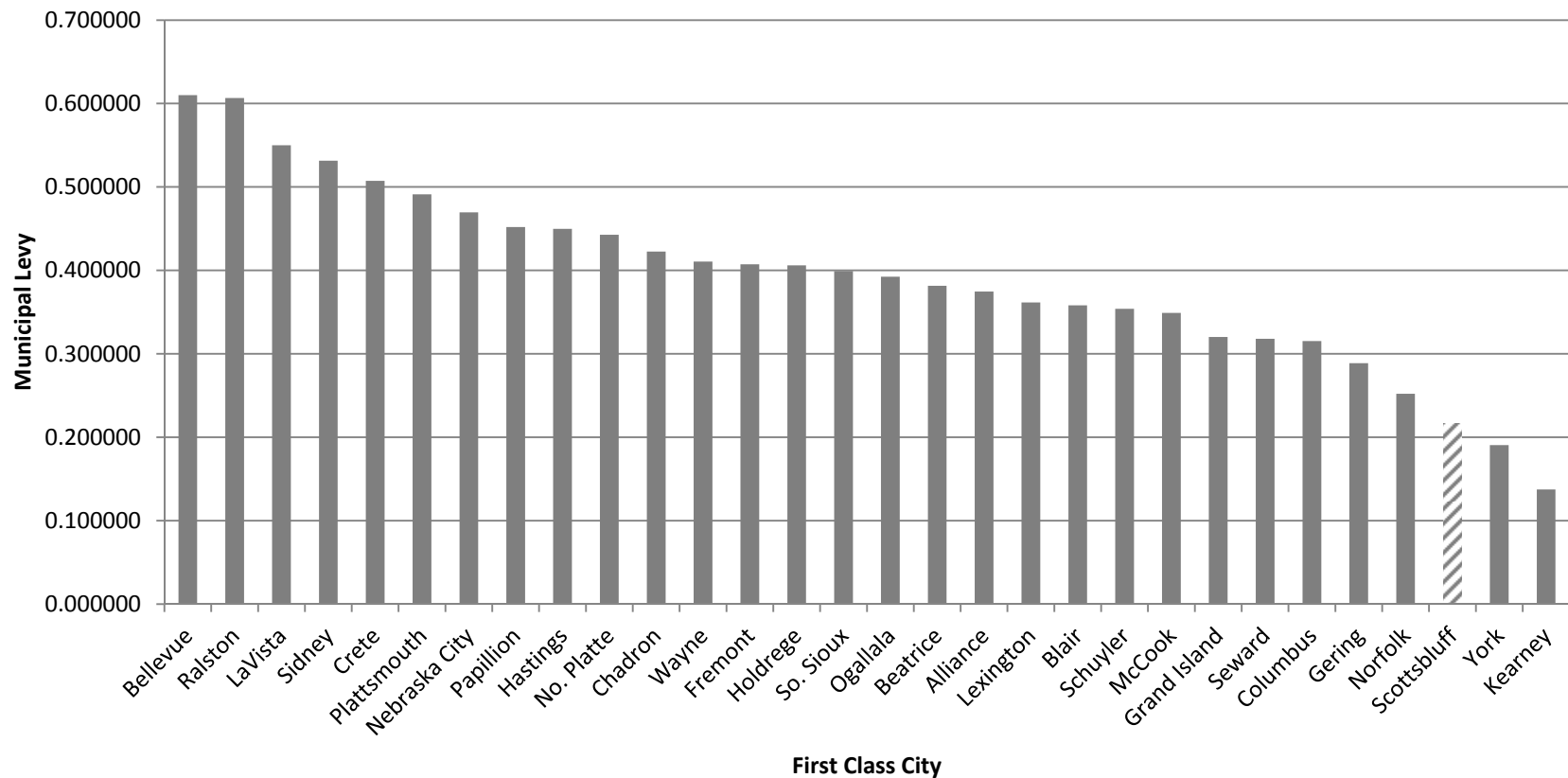
2017 Levy

CITY OF SCOTTSBLUFF, NEBRASKA

Property Tax Revenues

How does the City compare to other First Class Cities in Nebraska? The City of Scottsbluff has the third lowest municipal levy rate in the State of Nebraska.

2017 Municipal Levies of Nebraska First Class Cities

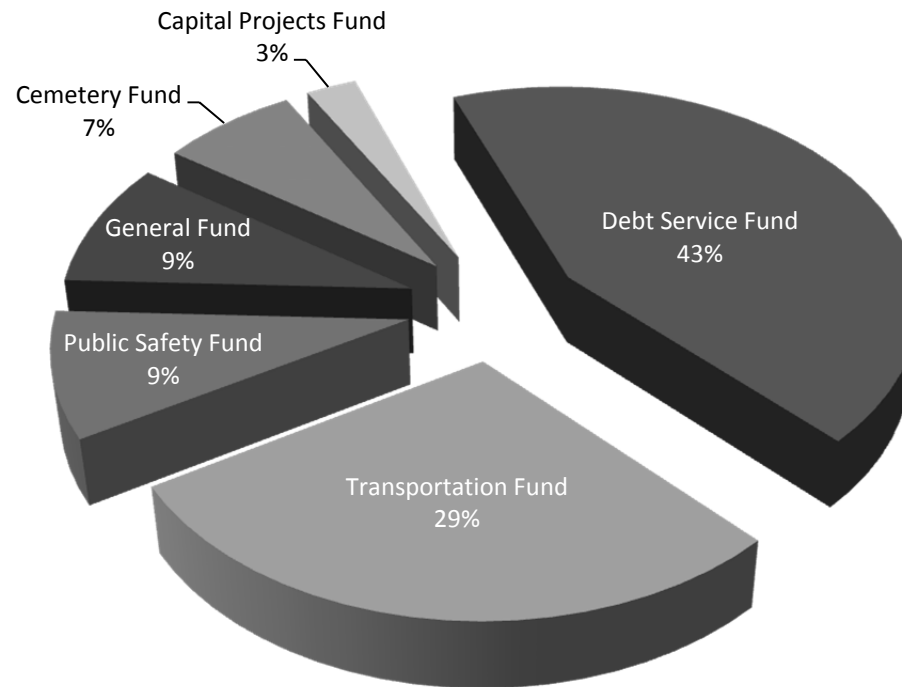


CITY OF SCOTTSBLUFF, NEBRASKA

Property Tax Revenues

Where do my property taxes go?? By Ordinance the City is limited to \$175,000 in property tax revenues allocated to the General Fund. The remaining property tax revenues that are collected by the City are allocated to debt service and capital improvements including equipment purchases for funds such as Public Safety.

Fund Allocation of Property Tax Revenues

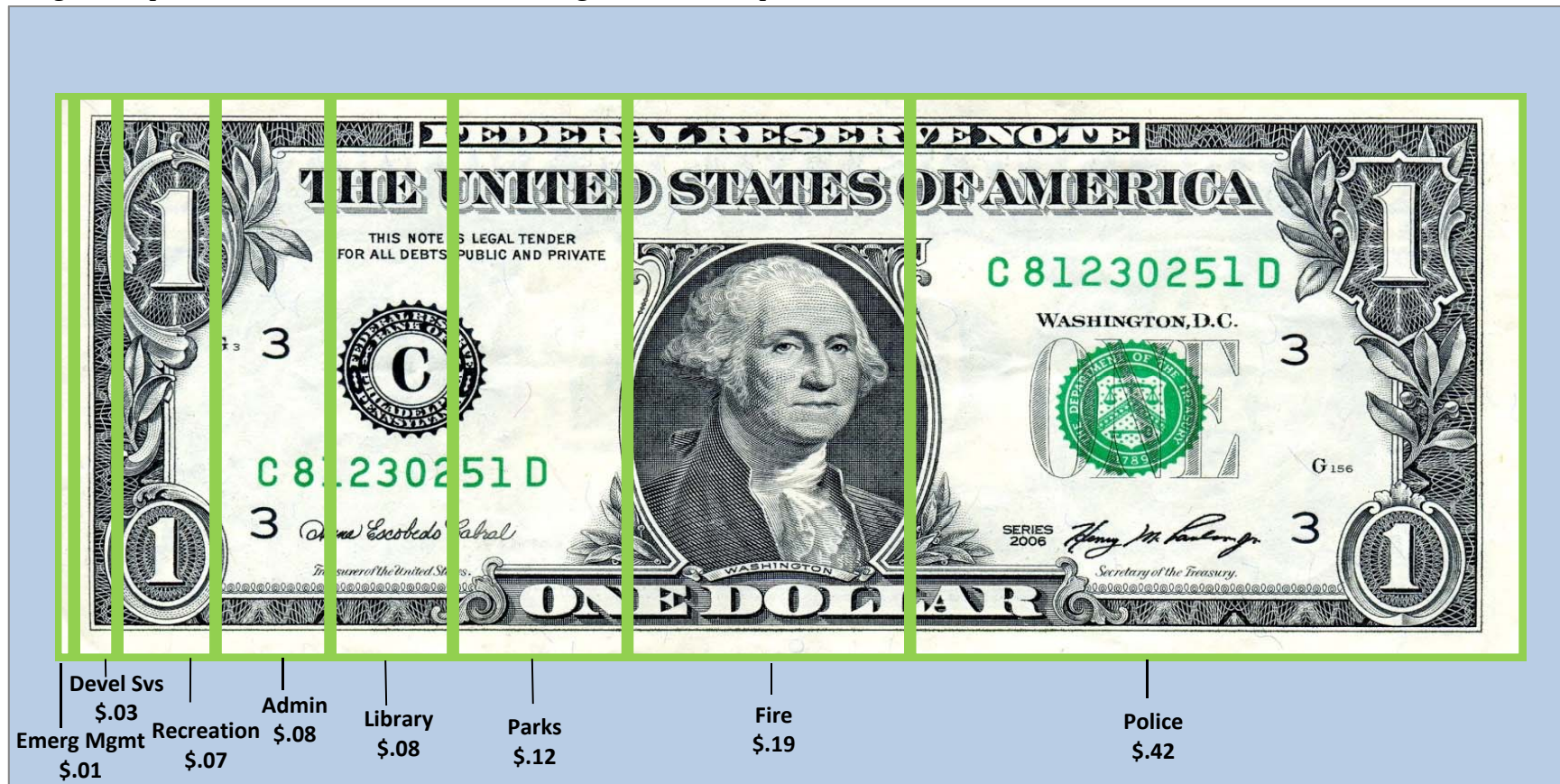


Fiscal Year 09/30/2019

CITY OF SCOTTSBLUFF, NEBRASKA

General Fund Expenditures

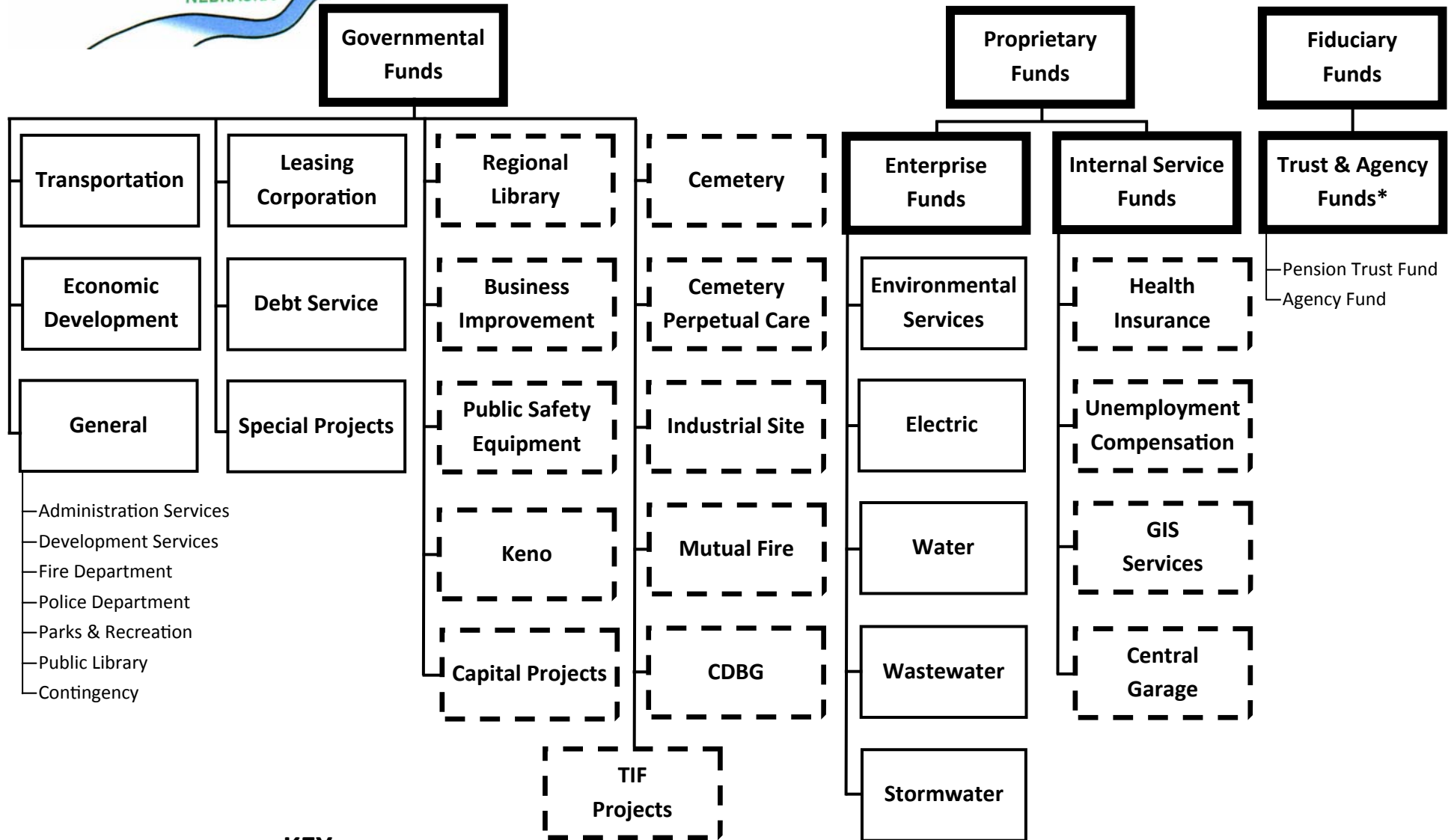
How is the money spent?? General Fund expenditures seem to cause the most concern for taxpayers as this Fund is a conglomerate of many Departments that provide services to the community most of which generate little or no revenue on their own. The General Fund, as noted previously is funded mostly by taxes and lease payments. The graphic below represents the portion of each dollar of budgeted expenditures for the General Fund that goes to each Department within the Fund.





CITY OF SCOTTSBLUFF, NEBRASKA

Budget Fund Structure

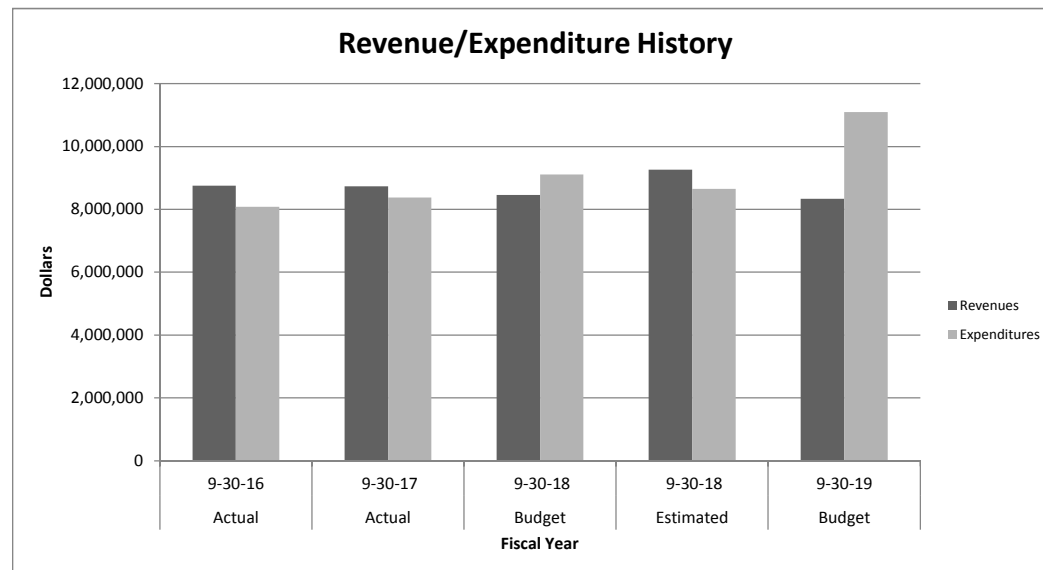


KEY

FUND TYPE	NONMAJOR	MAJOR

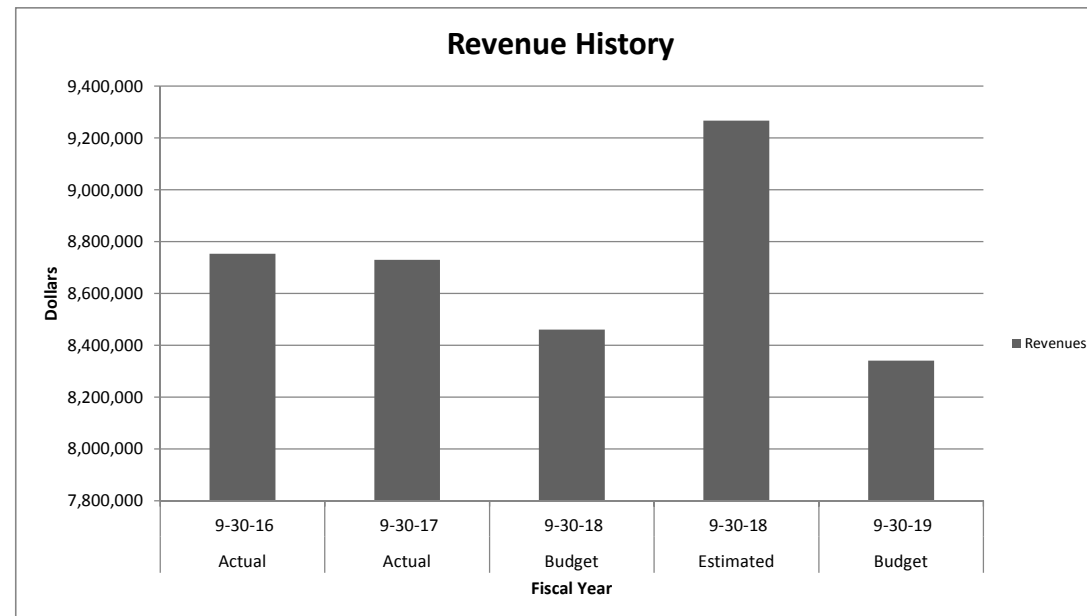
Summary

	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19					
UNENCUMBERED CASH BALANCE OCT. 1	3,838,500	4,506,547	4,539,756		4,856,084	5,470,018					
RECEIPTS	8,752,735	8,729,997	8,460,352	5,180,903	9,267,188	8,340,604					
REVENUES	12,591,235	13,236,544	13,000,108	5,180,903	14,123,272	13,810,622					
ADMINISTRATIVE SERVICES DEPT	578,456	550,479	729,079	328,289	769,519	702,760					
DEVELOPMENT SERVICES DEPT	520,735	346,452	358,405	128,957	255,237	259,762					
FIRE DEPARTMENT	1,576,643	1,552,657	1,646,175	828,807	1,521,325	1,698,932					
POLICE & EMERGENCY MANAGEMENT DEPARTMENT	3,283,289	3,543,276	3,651,115	1,901,315	3,705,211	3,807,296					
PARKS AND RECREATION DEPT	1,692,359	1,640,467	1,757,047	676,316	1,685,963	3,640,372					
SCOTTSBLUFF PUBLIC LIBRARY	659,031	668,548	716,667	365,141	715,999	736,491					
CONTINGENCY	67,228	68,201	250,000	-	-	250,000					
TOTAL EXPENDITURES	8,377,741	8,370,080	9,108,488	4,228,824	8,653,254	11,095,613					
ACCRUAL ADJUSTMENT	(293,053)	10,379	-	-	-	-					
TOTAL EXPENDITURES AFTER ACCRUAL	8,084,688	8,380,459	9,108,488	4,228,824	8,653,254	11,095,613					
Assigned fund balance	302,000	302,000	193,500		153,500	-					
UNENCUMBERED FUND BALANCE SEP. 30	4,204,547	4,554,084	3,698,120		5,316,518	2,715,009					
TOTAL FUND BALANCE	4,506,547	4,856,084	3,891,620		5,470,018	2,715,009					
	-										
	Full - Time Part - Time	9-30-15		9-30-16		9-30-17		9-30-18		9-30-19	
		86		87		86		84		83	
		5		5		5		4		4	



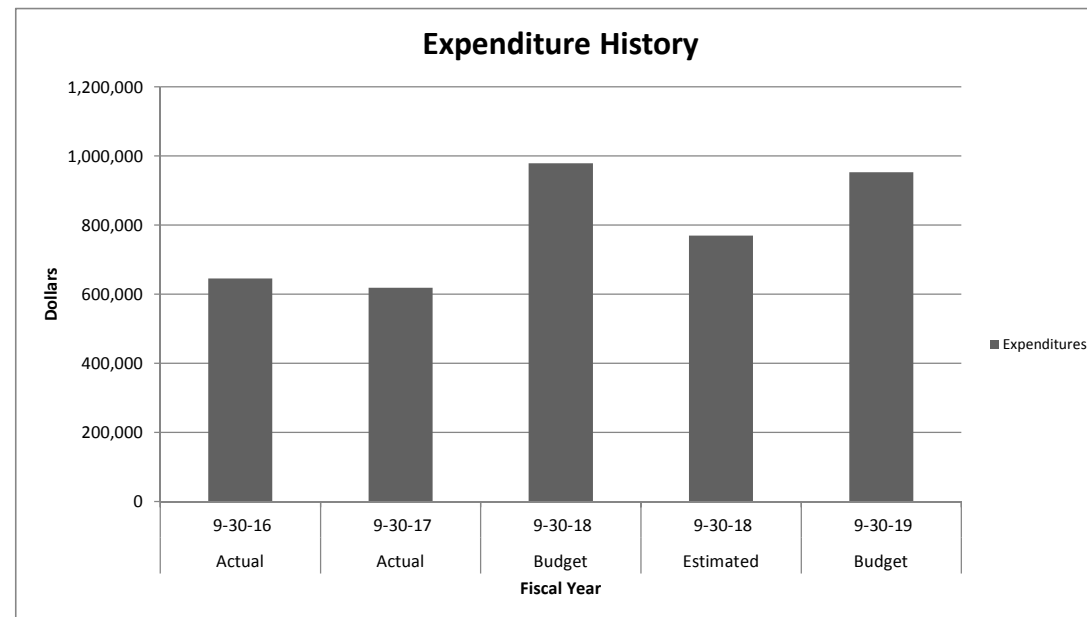
The General Fund is supported significantly by sales tax receipts and electric system lease payments (via transfer); other significant funding categories include state-shared, franchise payments, and user fees/charges.

	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
LOCAL OPTION SALES TAX	4,647,650	4,598,376	4,417,779	2,332,822	4,417,779	4,241,068
PROPERTY TAX	157,954	157,816	175,000	39,234	175,000	175,000
OTHER TAX (FRANCHISE, OCCUPATION)	446,321	513,794	448,292	342,796	668,447	618,369
INTERGOVERNMENTAL (GRANTS)	24,758	12,068	-	480	480	-
CHARGES FOR SERVICES	651,529	563,104	504,206	195,669	490,466	436,658
MISCELLANEOUS REVENUES	83,874	109,305	29,825	602,947	609,766	32,759
INTEREST INCOME	17,284	41,388	15,000	32,921	35,000	20,000
TRANSFERS FROM OTHER FUNDS	2,723,365	2,734,145	2,870,250	1,634,034	2,870,250	2,816,750
Total General Fund Revenues	8,752,735	8,729,997	8,460,352	5,180,903	9,267,188	8,340,604



	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
PERSONNEL SERVICES	190,790	188,375	190,523	102,245	208,552	219,289
OPERATIONS & MAINTENANCE	371,871	351,673	538,556	226,044	560,967	471,471
CAPITAL OUTLAY	11,795	10,431	-	-	-	12,000
COUNCIL CONTINGENCY	67,228	68,201	250,000	-	-	250,000
TRANSFERS	4,000	-	-	-	-	-
Total Administrative Services Department Expenditures	645,684	618,680	979,079	328,289	769,519	952,760

	9-30-15	9-30-16	9-30-17	9-30-18	9-30-19
Full - Time	10	10	10	9	10
Part - Time	-	-	-	-	-



Administrative Services Department

The Administrative Services Department encompasses allocated services from the City Manager, the Finance Department, Human Resources, Management Information Systems, the City Clerk and the City Council.



Mission Statement

The staff of the Development Services Department of the City of Scottsbluff are devoted to the preservation and protection of the health, safety and general welfare of each person who resides, works, is educated, and/or visits our City with diligence and without discrimination. We are further compelled and committed to the uniform application of our responsibilities and duties with respect to the moral and ethical consciousness, which is expected and required by a public servant.



The Development Services Department is responsible for the management and supervision of the planning, building and development functions of the City organization. The department is also responsible for administering the joint building inspection agreement and program with the City of Terrytown. The department administers the general development plan and serves in a staff advisor capacity on planning issues to the Planning Commission, Board of Adjustment, City Council and other City departments.

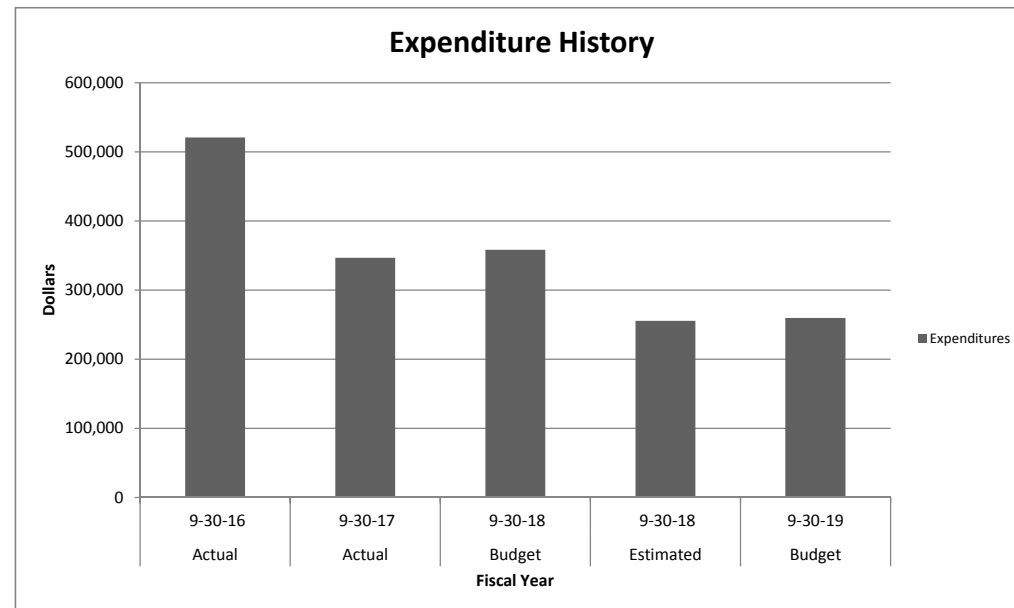
Among other specific duties, department staff members assist citizens with necessary permits and development plans, review building plans and plats, keep planning and zoning ordinances current, work with the City prosecutor to enforce the Scottsbluff Municipal Code, and provide information and assistance to economic development prospects.

In this budget year the Development Services Department will continue to assist in the development or management of specific projects to include, but not limited to, the following items and/or issues: a) expansion of inter-local agreements; b) integrate GIS within department activities and use with issuing of building permits and tracking inspections; c) maintain and improve the City's compliance with the Federal Flood Insurance Program; d) inventory of existing condition of infrastructure; e) impact development fees to pay for new infrastructure; f) policy for dedication for future infrastructure or land; g) working with the new storm water ordinance to make sure new construction will be in compliance with storm water guidelines. h) promotion of innovation to publications/cities/organizations; i) regionalism issues; j) participate in continued opportunities to integrate planning activities and infrastructure with Gering; k) participate in the strategic development of statewide, regional, and local water resource management and legislation; l) update development and zoning policies, procedures and codes; m) issues relative to community aesthetics.

Planning and organization efforts for these and other projects are contained within the proposed departmental budget.

	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
PERSONNEL SERVICES	437,021	251,418	271,499	99,009	197,901	193,356
OPERATIONS & MAINTENANCE	76,714	88,034	86,906	29,948	57,336	66,406
TRANSFERS	7,000	7,000	-	-	-	-
Total Development Services Department Expenditures	520,735	346,452	358,405	128,957	255,237	259,762

	9-30-15	9-30-16	9-30-17	9-30-18	9-30-18
Full - Time	4	5	4	3	2
Part - Time	1	1	-	-	-



Elite Health Professional Medical Office Building
42nd Street & Avenue I

Mission Statement

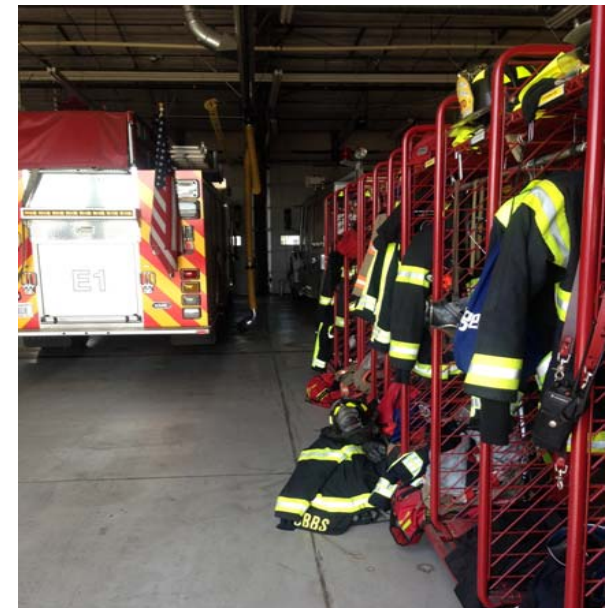
It shall be the mission of the men and women of the City of Scottsbluff Fire Department to, as one collective and cohesive team, provide for the life safety and community service needs of our service delivery area(s).

We shall reach out to our customers, both internal and external, and extend our collective hand to render whatever assistance we are able as we provide all of our customers with the most effective excellence in service delivery.



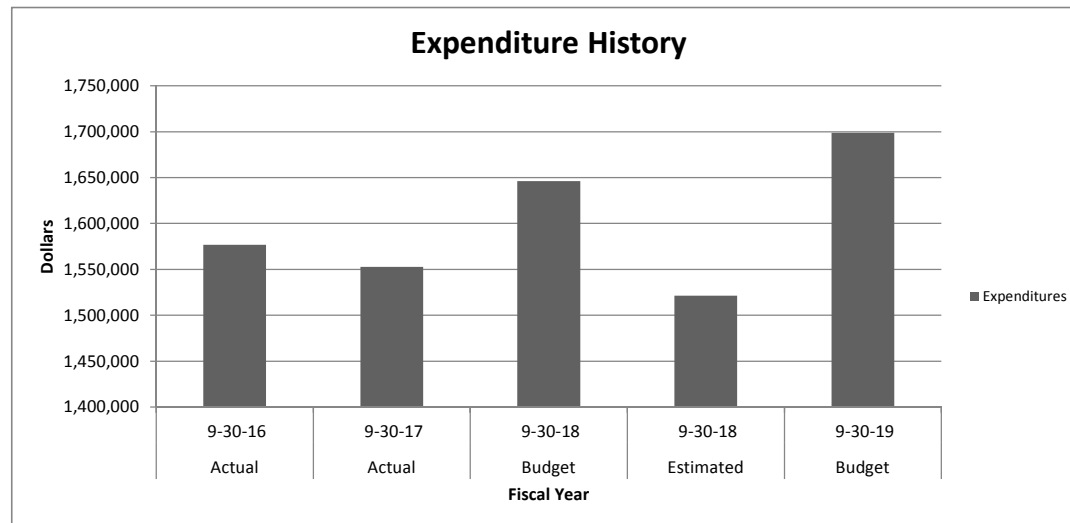
The Fire Department continues to offer a wide range of services to our customers which include: fire suppression (structural and wildland), emergency medical service, fire cause determination, hazardous material response and mitigation, rescue and special rescue, water related search/rescue and recovery, public education and community outreach programs.

Other emergency and non-emergency related services are offered as they are requested. We have begun a community outreach program that addresses training of personnel throughout the panhandle. It is our belief that the more interactions that takes place with the other agencies in the area the more efficient we will address the problems that arise in emergency management challenges.



	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
PERSONNEL SERVICES	1,465,030	1,435,519	1,554,553	787,785	1,428,231	1,591,134
OPERATIONS & MAINTENANCE	111,613	117,138	91,622	41,021	93,094	107,798
CAPITAL OUTLAY	-	-	-	-	-	-
Total Fire Department Expenditures	1,576,643	1,552,657	1,646,175	828,807	1,521,325	1,698,932

	9-30-15	9-30-16	9-30-17	9-30-18	9-30-19
Full - Time	16	16	17	17	17
Part - Time	-	-	-	-	-



Mission Statement

The mission of the Scottsbluff Police Department is to enhance safety, service and trust with our community.

- Keep our community safe by preventing citizens from becoming victims of crime or from being injured in traffic collisions. This is our highest priority.
- Provide excellent service to the numerous requests we receive from the community. Our principle duty is to serve.
- Maintain the trust of our community. This trust provides every department member with the foundation required to carry out our duties. Without trust we simply do not have the authority to serve our public.

The phrase "with our community" is included to reflect our desire to work side by side, in partnership with our community as we collectively fulfill our mission.

The Scottsbluff Police Department strives to provide services for all individuals through aggressive enforcement efforts and community relations programs. In order to provide effective, courteous and professional services, the Department has prioritized various functions to include:



Officers Kuhlman & Massie

Operations - Officers respond to calls for service from the public, in addition to working cooperatively with other government agencies. Patrol Officers often encounter situations that require expertise and knowledge in recognizing and responding to social issues within the community. Societal standards present challenges that impact public safety and quality of life for all individuals living and visiting Scottsbluff. Training of personnel is paramount as it relates to addressing such issues as domestic violence, criminal investigations and increasing cyber-crime related activity.

Training – The Department strongly supports career development within all sections of the organization. Personnel frequently address complaints or questions from the public and personnel must be prepared to de-escalate tense and frustrated individuals, yet casually guide those seeking assistance. State law mandates sworn personnel receive annual training and certification in various disciplines, to include firearms and domestic violence training. Investigative and patrol personnel benefit from specialized training in areas such as drug recognition, crime scene processing and interview techniques.

Specialized Services – The Department supports and maintains a Specialized Weapons and Tactics Unit (SWAT) and a Bomb Disposal Unit. Current training and certification is a priority within those units. The Department also maintains a School Resource Officer position and a K-9 program. All of these units are critical to the law enforcement function.

Emergency Management – The Region 22 Emergency Management Director receives superintendence from the Police Chief. Region 22 encompasses Scotts Bluff and Banner Counties. Emergency preparedness and response to critical incidents is a priority for this position.

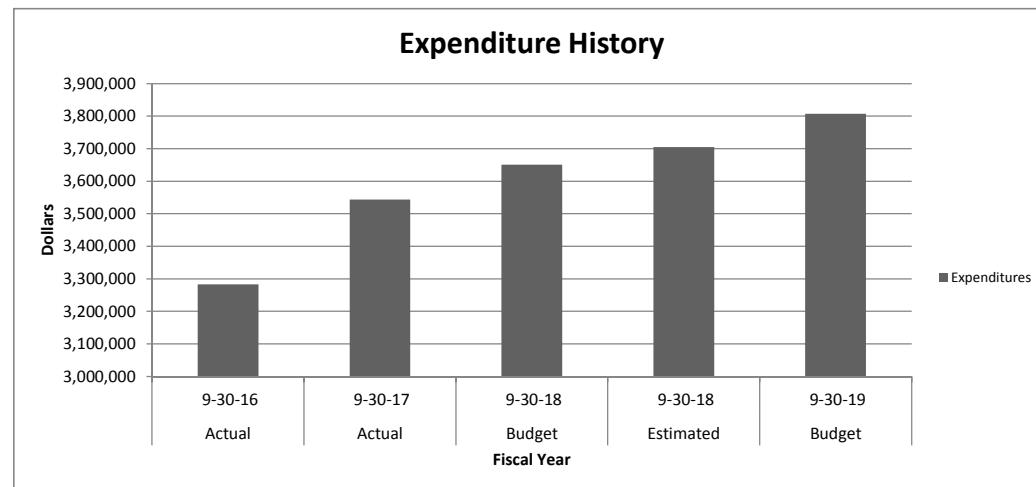
Police Services – The Department also moved into a new facility and now shares space with the Fire Department and Region 22 Emergency Management. Region 22 offices were re-located from the Scotts Bluff County Administration Building. Sharing of the same office workplace areas should greatly improve operations within the departments.

Technology – The Department has commenced transitioning to a management software program which greatly enhances interoperability with other local law enforcement agencies and the Scotts Bluff County Consolidated Communications Center. Connectivity in addition to information accessibility to data bases through Mobile Data Terminals for sworn personnel will be phased in dependent on funding sources.

Community Policing – The Department continues to develop Neighborhood Watch Groups and solicits volunteers into its Volunteers In Police Service program (VIPS).

	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
PERSONNEL SERVICES	2,779,877	3,029,065	3,208,936	1,667,146	3,263,031	3,348,112
OPERATIONS & MAINTENANCE	503,412	514,210	442,179	234,169	442,180	459,184
PRE-84 PAYOUT/CONTINGENCY	-	-	-	-	-	-
Total Police Department Expenditures	3,283,289	3,543,276	3,651,115	1,901,315	3,705,211	3,807,296

	9-30-15	9-30-16	9-30-17	9-30-18	9-30-19
Full - Time	37	37	37	38	38
Part - Time	-	-	-	-	-



Chief Kevin Spencer, Scottsbluff Police Department



Mission

Lied Scottsbluff Public Library delivers high quality public education for all ages.

Pillar 1: Self-Directed Education'

Pillar 2: Research Assistance and Instruction

Pillar 3: Instructive and Enlightening Experiences

Vision

Vision: Through delivery of high quality public education for all, Lied Scottsbluff Public Library advances the economy, enhancing quality of life in our community.



Youth area, Lied Scottsbluff Public Library

Through the delivery of high quality public education for all, Lied Scottsbluff Public Library advances the economy, enhancing quality of life for all in our community. The library provides resources and ongoing programs for children, teens and adults and delivers exceptional customer service to all ages of the community from pre-school children to senior citizens.

Of the library card holders, 62% are residents of Scottsbluff and 38% are non-residents. Of these, 75% are adults, 16% are teens and 9% are children.

Among the programs and services offered at Lied Scottsbluff Public Library are the following: Homebound Book Delivery to the elderly and disabled, Spanish and Bilingual books, Novel Idea Book Club for adults, Braille and large print books for those with vision impairment, free Wi-Fi access, 25+ public computers, mobile printing, technology workshops, online research databases, local history and genealogy, pre-school story times, summer and winter reading programs for children, adults and teens, LEGO club and much more. Additionally, the library partners with many civic organizations, schools and businesses to further literacy and life-long learning for all ages.

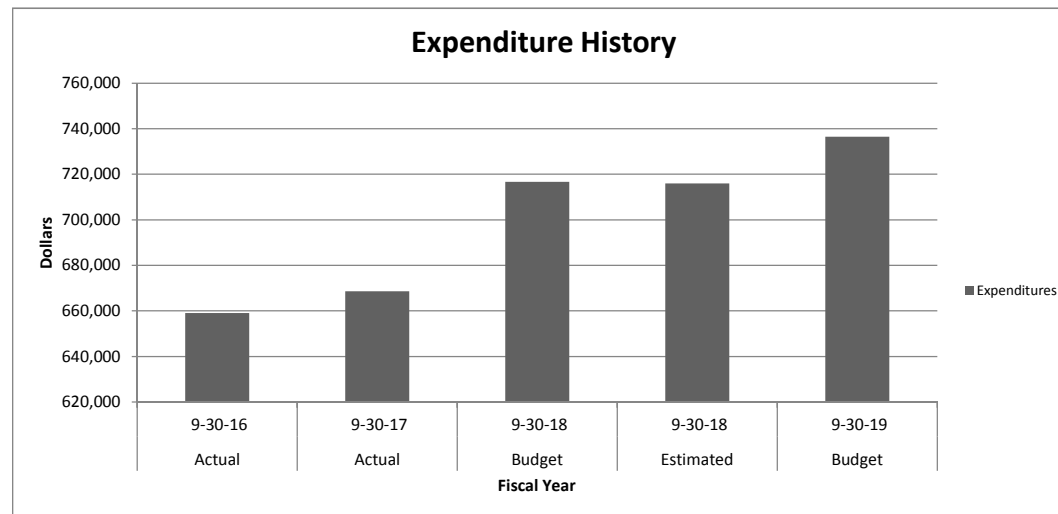
The Lied Scottsbluff Public Library holds a Gold Level of Accreditation from the State of Nebraska Library Commission. The Library building was renovated in 2011 and is now a LEED Certified building.

Lego Club, Lied Scottsbluff Public Library



	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
PERSONNEL SERVICES	491,530	488,939	529,113	263,108	528,926	540,513
OPERATIONS & MAINTENANCE	167,501	179,609	187,554	102,033	187,073	195,978
CAPITAL OUTLAY	-	-	-	-	-	-
Total Library Expenditures	659,031	668,548	716,667	365,141	715,999	736,491

	9-30-15	9-30-16	9-30-17	9-30-18	9-30-19
Full - Time	7	7	7	7	7
Part - Time	4	4	4	4	4



Teen classes, Lied Scottsbluff Public Library



Mission Statement

The mission of the Scottsbluff Park & Recreation Department is to strengthen community image and sense of place, support economic development, promote health and wellness, increase cultural unity, protect environmental resources and provide quality recreational experiences.

Parks & Recreation Department – General Fund

The Parks and Recreation Department is comprised of the Parks, Recreation and Cemetery Divisions. The Park Division manages 47 sites including 23 parks, 2 tennis courts, 11 lighted baseball, and softball fields, 50 acres of competition and practice soccer fields, 4.89 miles of trail system with an additional 5 miles being developed (8 miles of ADA), 12 picnic shelters, 5 public restrooms, 14 playgrounds, visitor information center, 30 city blocks of urban landscaping, 11 blocks of landscaped medians and a 47-site full-service campground. The Park Division performs the maintenance and improvements to its 281-acre park system.



Pioneer Park - 27th & Broadway

Recreation Division is responsible for the staffing, programming and scheduling of the Westmoor Water Park and Pool. The Division provides over 50 community activities and events such as: Annual Harvest Night Festival, weekly Art in the Park classes, Annual Easter Egg Hunt, Music on Broadway concerts and street dances, Painting Classes, Daddy/Daughter Movie and Date Night, Adult Softball Leagues, Pickleball Leagues, Co-Ed Sand Volleyball Leagues, Movies in the Park, Jingle Jog, Flick-N-Float Teen Movie Nights, Kayaking Instruction courses and Disc Golf.

The Parks Department also received its 29th Tree City USA award in a row. The department will continue to strive to accomplish the City's Comprehensive Plan to improve the leisure services and focus on using the river as an attraction for tourists.



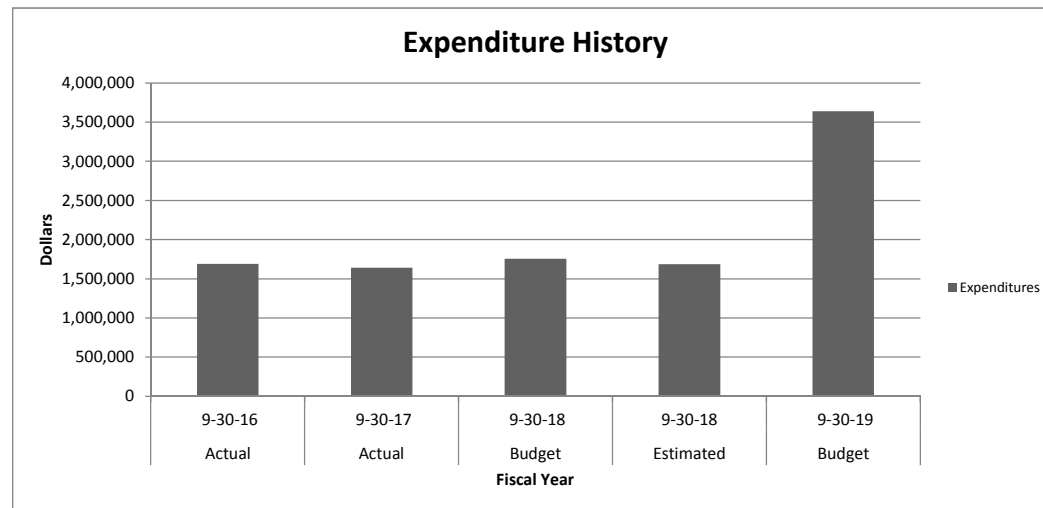
Westmoor Park - 20th & Avenue I



Teen Flick-N-Float, Westmoor Waterpark

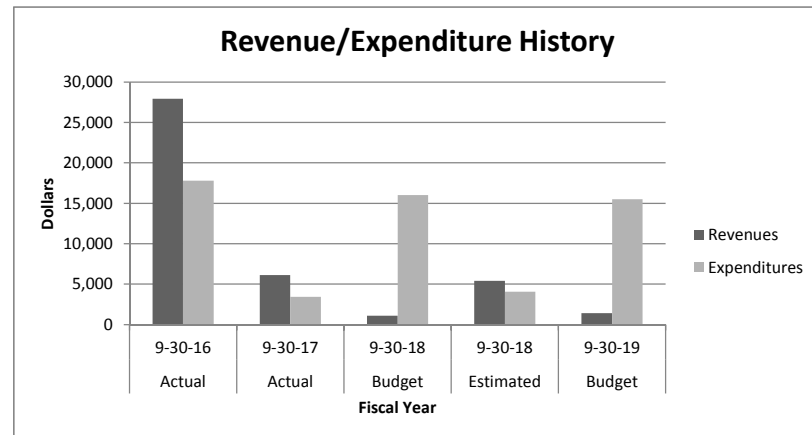
	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
PERSONNEL SERVICES	860,249	854,806	894,679	320,015	858,134	832,885
OPERATIONS & MAINTENANCE	798,134	776,511	822,368	339,693	811,221	807,487
CAPITAL OUTLAY	33,976	9,150	40,000	16,608	16,608	2,000,000
CONTINGENCY	-	-	-	-	-	-
Total Parks & Recreation Department Expenditures	1,692,359	1,640,467	1,757,047	676,316	1,685,963	3,640,372

	9-30-15	9-30-16	9-30-17	9-30-18	9-30-19
Full - Time	11	11	11	10	9
Part - Time	1	-	1	-	-



Art in the Park Community Classes

	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	34,030	44,174	33,174		46,895	48,245
INTEREST EARNINGS	187	412	100	312	400	400
MISCELLANEOUS	27,760	5,733	1,000	601	5,000	1,000
Total Available	61,977	50,319	34,274	913	52,295	49,645
OPERATIONS & MAINTENANCE	17,272	2,181	16,000	1,120	4,050	15,500
Total Regional Library Expenditures	17,272	2,181	16,000	1,120	4,050	15,500
Accrual Adjustment	531	1,243				
Total Adjusted Expenditures	17,803	3,424	16,000	1,120	4,050	15,500
Cash Balance, September 30	44,174	46,895	18,274		48,245	34,145



Regional Library Fund

The Regional Library Fund was established many years ago to handle State and Federal funds reimbursing the library for contractual services provided to other libraries in the Panhandle area and as reimbursement for being net lenders in cooperative interlibrary loan activities. Grant funds and contractual funds are now included here. Any balances in this fund are carried over to the start of the next fiscal year and a small portion of the balance supplements the regular library budget in lean years.



Lied Scottsbluff Public Library

Mission Statement

The staff of the Transportation Department of the City of Scottsbluff are responsible for providing prompt, professional and efficient service to the citizens of Scottsbluff and strive to maintain the best street network possible with public safety being of the highest priority.

The mission is accomplished through effective management, planning, street maintenance, capital projects, traffic control and snow removal.

The Transportation Fund provides for the operations of the Transportation Department. The Transportation Department is comprised of a Director, a Foreman, four Heavy Equipment Operators, six Motor Equipment Operators and a Clerical Technician.

The Transportation Department is responsible for street repairs from crack-sealing to snow removal to replacement. The Department paints striping for streets and crosswalks, sweeps streets, installs signs, repairs signal lights, installs holiday decorations, barricades streets and alleys, blades unsurfaced streets and alleys, mows public rights-of-way, controls snow and ice on roadways, controls mosquitoes, repairs catch basins, gravels unsurfaced streets and alleys, and repairs curbs and gutters. The Department also compiles various reports, such as lane-mile, inventory, one- and six-year street improvement plans, and handles citizen requests in a timely manner.

Lane Miles - a lane mile is an 11' lane of street one mile long. The City is responsible for 340 lane miles. It is 319 miles from Scottsbluff to Hastings. Maintaining 340 lane miles of street would be like sweeping, removing snow, striping, patching, signage and replacing sections of road surface as needed - on one lane of roadway from Scottsbluff to Hastings (plus 21 miles).

Traffic Control - the Transportation Division also oversees public roadway signs and 35 traffic control signals throughout the City. Of note, the State controls all traffic signals along Highway 26. The City assists the State of Nebraska in maintaining those traffic signals through changing light bulbs.

The Transportation Department will continue their inter-local agreements for painting and sweeping with the City of Terrytown. We will also be converting our records and drawings to the GIS system which will allow us to track street maintenance electronically.

We will continue to chip seal residential streets and work on mill and overlay of mains throughout the City in 5 year increments.



18th Street & 3rd Avenue



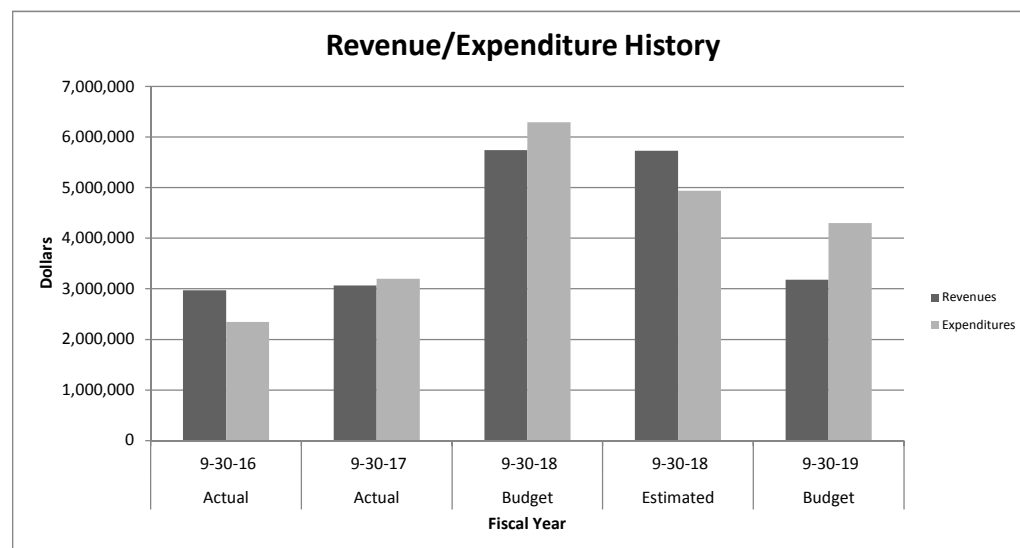
5th Avenue



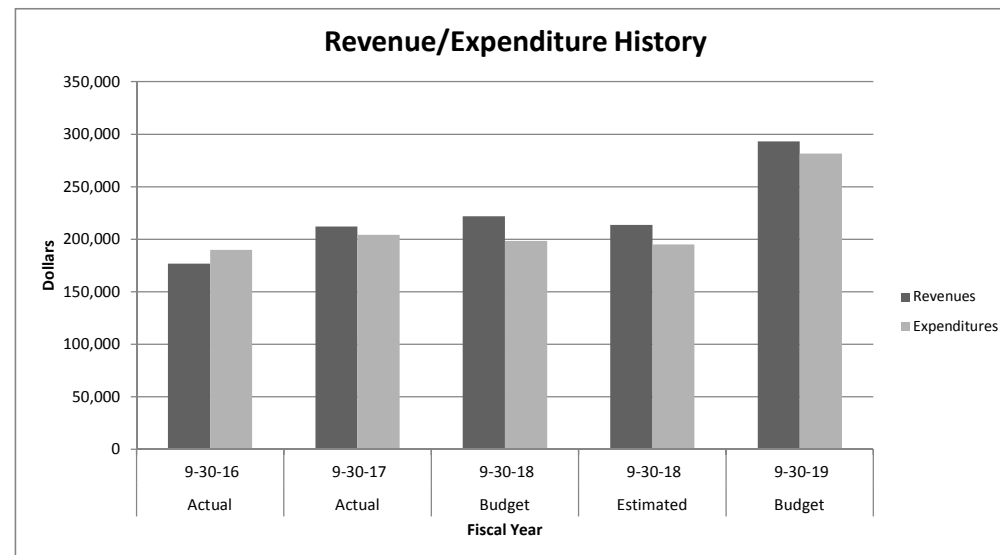
East 29th Street

	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	2,057,193	2,685,992	2,146,031		2,558,311	3,347,781
HIGHWAY USER TAX	1,503,711	1,585,589	1,618,729	823,728	1,618,729	1,766,708
PROPERTY TAX	496,354	496,441	550,493	123,419	550,493	550,493
LOCAL OPTION SALES TAX	379,460	354,706	353,438	169,557	353,438	339,300
OTHER TAXES	282,755	284,401	230,000	138,223	240,826	230,000
INTERGOVERNMENTAL & GRANTS	293,382	305,090	280,362	284,662	309,390	284,662
BOND ISSUANCE/MISCELLANEOUS REVENUES	6,423	22,023	2,699,200	236,776	2,640,235	-
INTEREST INCOME	10,639	21,120	13,000	14,698	17,000	10,000
Total Available	5,029,917	5,755,363	7,891,253	1,791,062	8,288,422	6,528,944
PERSONNEL SERVICES	992,525	892,554	946,418	492,254	943,101	970,672
OPERATIONS & MAINTENANCE	889,414	940,886	1,239,866	580,144	1,305,886	1,151,228
CAPITAL OUTLAY	175,703	618,695	3,369,440	117,349	2,156,099	1,047,493
TRANSFERS	52,372	52,070	52,000	26,000	52,000	52,000
DEBT SERVICE	266,624	723,774	483,555	472,928	483,555	879,343
CONTINGENCY	-	-	200,000	-	-	200,000
Total Transportation Expenditures	2,376,638	3,227,979	6,291,279	1,688,675	4,940,641	4,300,736
Accrual Adjustment	(32,713)	(30,927)				
Total Adjusted Expenditures	2,343,925	3,197,052	6,291,279	1,688,675	4,940,641	4,300,736
Cash Balance, September 30	2,685,992	2,558,311	1,599,974		3,347,781	2,228,208

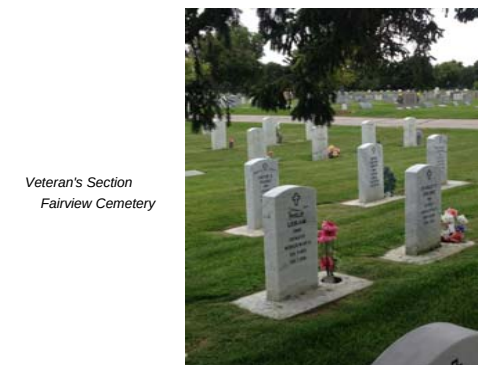
		9-30-15	9-30-16	9-30-17	9-30-18	9-30-19
	Full - Time	15	15	13	14	14
	Part - Time	-	-	-	-	-



	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19					
Cash Balance, October 1	21,140	8,136	(11,995)		15,946	34,495					
PERMITS	2,525	2,600	1,500	1,100	2,500	2,500					
RECORDINGS	1,435	1,610	1,900	750	1,700	1,700					
OPENINGS	39,150	39,150	58,800	22,550	50,000	50,000					
TRANSFER FROM CEMETERY PERPTUAL FUND	100,000	130,000	130,000	65,000	130,000	210,000					
SALES OF ASSETS	30,420	34,420	25,200	15,835	25,200	25,000					
FOUNDATION FEE	3,200	4,200	4,500	1,350	4,000	4,000					
INTEREST EARNINGS	53	27	15	183	200	100					
MISCELLANEOUS	-	-	-	17	17	-					
Total Available	197,923	220,143	209,920	106,785	229,563	327,795					
PERSONNEL SERVICES	149,816	153,044	158,899	73,504	158,049	160,434					
OPERATIONS & MAINTENANCE	39,696	34,703	39,586	10,582	37,019	41,162					
CAPITAL OUTLAY	-	17,000	-	-	-	80,000					
Total Cemetery Expenditures	189,512	204,747	198,485	84,086	195,068	281,596					
Accrual Adjustment	275	(550)									
Total Adjusted Expenditures	189,787	204,197	198,485	84,086	195,068	281,596					
Cash Balance, September 30	8,136	15,946	11,435		34,495	46,199					
	-	-									
	Full - Time	9-30-15		9-30-16		9-30-17		9-30-18		9-30-19	
		2		2		2		2		2	
		-		-		-		-		-	

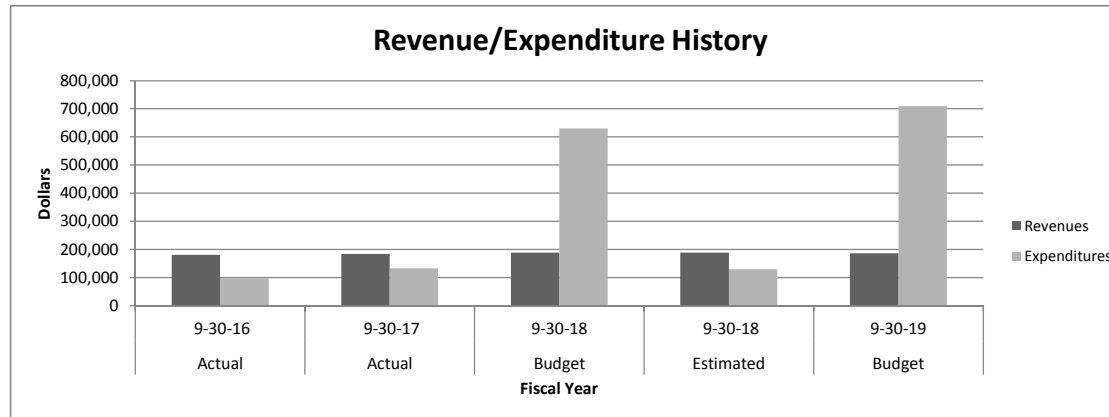
**CEMETERY FUND**

The Cemetery Fund provides for the operations of the Cemetery Division of the Parks and Recreation Department. Fairview Cemetery is a 40-acre facility with over 16,000 headstones to maintain.



The general activities of the division include mowing, watering, sodding, seeding, applying chemicals, forestry, opening and closing gravesites, cremation burials lot care, grave site location, genealogy and lot sales.

	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	531,680	614,330	672,662		665,412	724,067
PROPERTY TAX	121,692	121,745	135,000	30,267	135,000	135,000
OTHER TAXES	38,523	38,228	30,000	18,581	32,655	30,000
PERPETUAL CARE CHARGE	17,550	17,700	21,600	8,200	16,500	17,000
INTEREST EARNINGS	2,647	5,881	2,000	4,327	4,500	4,000
Total Available	712,092	797,884	861,262	61,375	854,067	910,067
ACQUISITION OF PROPERTY	-	-	500,000	-	-	500,000
TRANSFER TO CEMETERY	100,000	130,000	130,000	65,000	130,000	210,000
Total Cemetery Perpetual Care Expenditures	100,000	130,000	630,000	65,000	130,000	710,000
Accrual Adjustment	(2,238)	2,472				
Total Adjusted Expenditures	97,762	132,472	630,000	65,000	130,000	710,000
Cash Balance, September 30	614,330	665,412	231,262		724,067	200,067



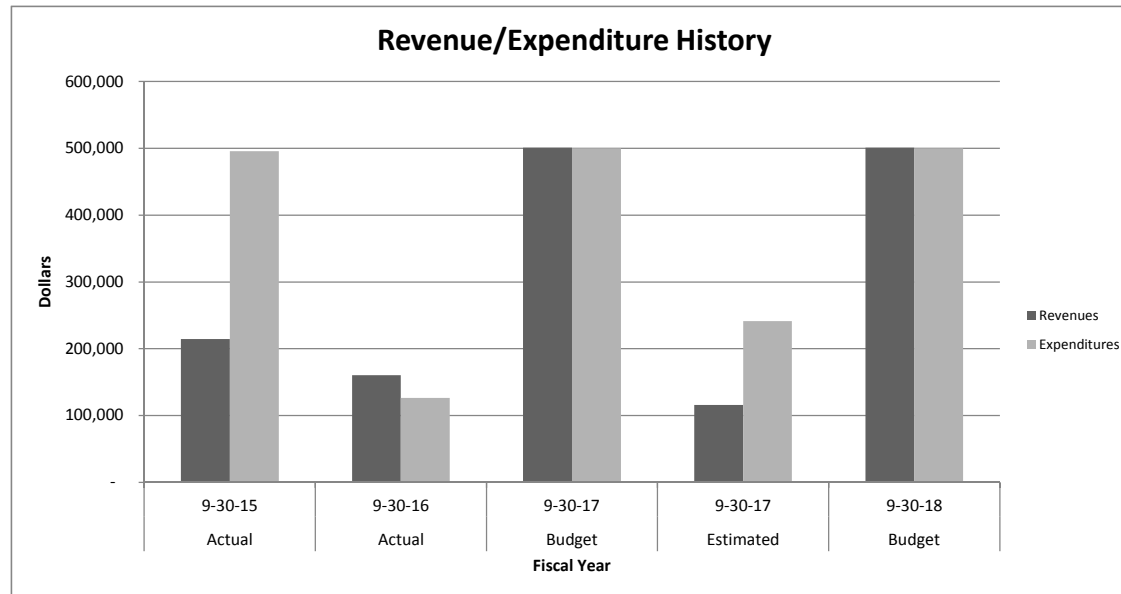
The Cemetery Perpetual Care Fund

The Cemetery Perpetual Care Fund is established by State statute for the perpetual care, maintenance and improvement of the Fairview Cemetery. This fund receives revenue from a dedicated property tax levy and through perpetual care assessments from non-Scottsbluff resident users. The annual revenues into this fund are transferred to the Cemetery Fund to support operations, maintenance and capital improvement activities.

Fairview Cemetery, Scottsbluff



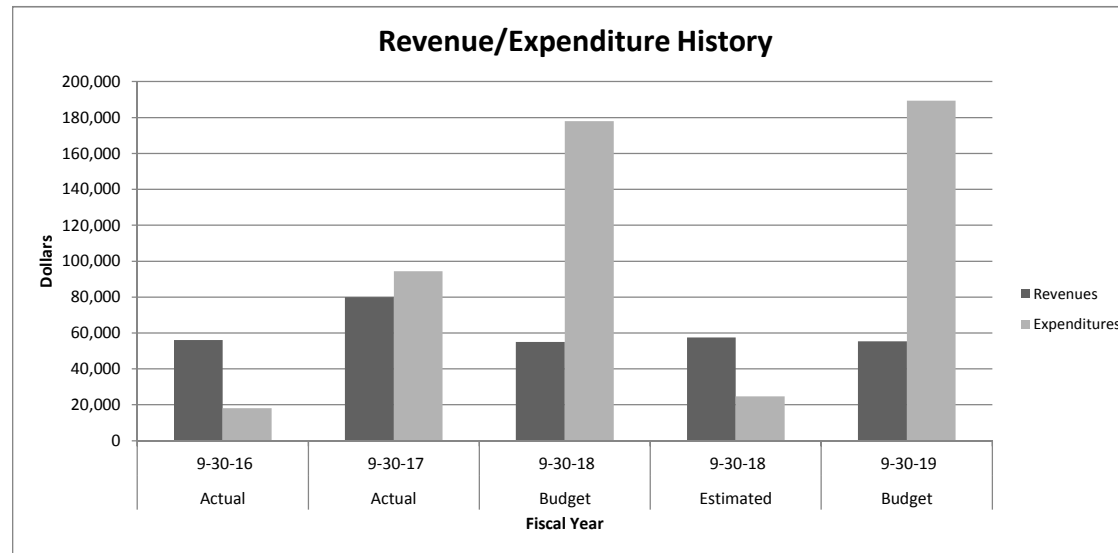
	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	486,473	205,276	193,625		239,469	114,290
INTERGOVERNMENTAL & GRANTS	20,950	18,853	-	10,750	10,750	-
RETAIL BUSINESS OCCUPATION TAX	143,034	126,999	-	65,247	100,000	-
CHARGES FOR SERVICES	16,775	-	-	-	-	-
MISCELLANEOUS SPECIAL PROJECT REVENUES	31,429	12,491	500,000	3,242	3,500	500,000
INTEREST EARNINGS	2,370	2,083	1,000	1,630	1,700	1,000
Total Available	701,031	365,702	694,625	80,869	355,419	615,290
RETAIL BUSINESS OCCUPATION TAX	120,949	91,393	-	63,223	100,000	-
SPECIAL PROJECTS EXPENDITURES	41,535	15,673	500,000	14,022	14,021	500,000
CAPITAL OUTLAY	-	-	-	-	127,108	-
Total Special Projects Expenditures	162,484	107,066	500,000	77,244	241,129	500,000
Accrual Adjustment	333,271	19,167				
Total Adjusted Expenditures	495,755	126,233	500,000	77,244	241,129	500,000
Cash Balance, September 30	205,276	239,469	194,625		114,290	115,290



Special Projects Fund

The Special Projects Fund is a "catch-all" fund for projects which do not fit neatly into other funds. Typically, projects in this fund are the result of reimbursement grants, transfers from other funds, or other revenues which are specifically tied to a particular expenditure. A significant sum is usually included in the "Miscellaneous" expenditure and revenue accounts of the fund to allow any unanticipated activity to fit under the authorized budget.

	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	214,781	252,732	285,598		238,286	271,208
PROPERTY TAX	51,278	49,943	54,100	10,472	54,100	54,100
OTHER TAXES	1,676	3,140	200	1,670	1,803	200
MISCELLANEOUS	2,000	25,000	-	-	-	-
INTEREST EARNINGS	1,068	1,950	800	1,575	1,700	1,000
Total Available	270,803	332,766	340,698	13,717	295,889	326,508
PERSONNEL SERVICES	1,635	1,919	3,500	1,169	3,500	9,500
OPERATIONS & MAINTENANCE	11,667	10,742	14,500	14,925	21,181	15,967
CAPITAL OUTLAY	56,584	30,908	60,000	-	-	64,000
CONTINGENCY	-	-	100,000	-	-	100,000
Total Business Improvement District Expenditures	69,886	43,569	178,000	16,094	24,681	189,467
Accrual Adjustment	(51,815)	50,911				
Total Adjusted Expenditures	18,071	94,480	178,000	16,094	24,681	189,467
Cash Balance, September 30	252,732	238,286	162,698		271,208	137,041



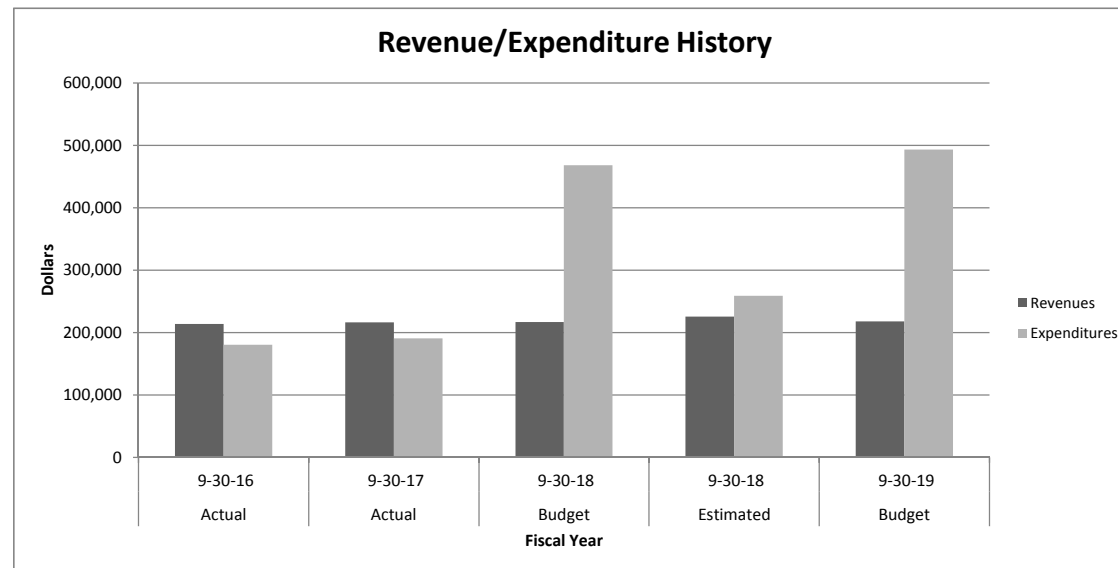
Broadway, downtown Scottsbluff

Business Improvement District Fund

The Business Improvement District Fund is provided for the operations and maintenance of the Off-street Downtown Parking District. This budget receives oversight from the Business Improvement District Board which represents property owners and operators in the District. The City's Development Services Department provides staff assistance to the board.



	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	380,283	413,286	434,912		439,307	406,169
PROPERTY TAX	158,857	158,718	176,000	39,459	176,000	176,000
OTHER TAXES	50,222	49,838	40,000	24,224	43,461	40,000
INTERGOVERNMENTAL & GRANTS	2,981	4,389	-	3,819	3,819	-
INTEREST EARNINGS	1,572	3,554	1,000	2,330	2,500	2,000
Total Available	593,915	629,785	651,912	69,832	665,087	624,169
FIRE DEPARTMENT	3,202	4,984	-	5,000	25,604	31,004
POLICE DEPARTMENT	79,874	124,645	268,125	190,771	233,314	234,564
EMERGENCY MANAGEMENT DEPARTMENT	-	-	-	-	-	28,000
LIBRARY (SECURITY CAMERAS)	-	5,739	-	-	-	-
DEBT SERVICE	63,521	58,794	-	-	-	-
CONTINGENCY	-	-	200,000	-	-	200,000
Total Public Safety Expenditures	146,597	194,162	468,125	195,771	258,918	493,568
Accrual Adjustment	34,032	(3,684)				
Total Adjusted Expenditures	180,629	190,478	468,125	195,771	258,918	493,568
Cash Balance, September 30	413,286	439,307	183,787		406,169	130,601

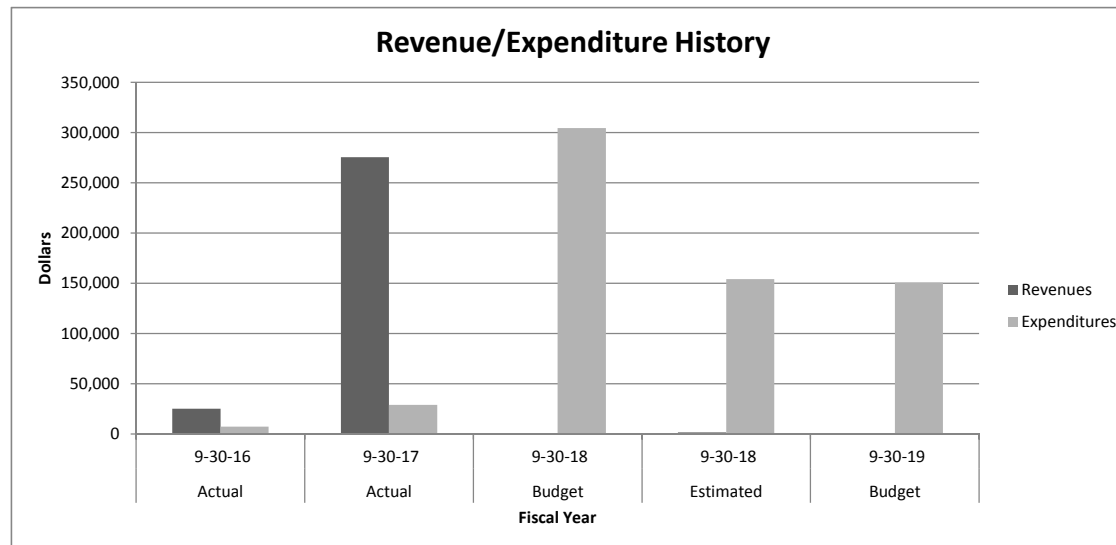


Public Safety Fund

The Public Safety Fund is established by State statute for the purposes of "purchasing and maintaining public safety equipment, including, but not limited to, vehicles or rescue or emergency first-aid equipment for a fire or police department..., for purchasing real estate for fire or police station quarters or facilities, for erecting, building, altering, or repairing fire or police station quarters or facilities, for purchasing, installing, and equipping an emergency alarm or communication system, or for paying off bonds."



	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	56,953	74,892	326,422		321,376	168,776
SALE OF ASSETS	24,740	265,026	-	-	-	-
SALE OF FARM ASSETS	-	7,609	-	-	-	-
INTEREST EARNINGS	329	2,805	100	1,351	1,400	200
Total Available	82,022	350,332	326,522	1,351	322,776	168,976
DEPARTMENTAL SUPPLIES	1,465	-	-	-	-	-
CONTRACTUAL SERVICES	4,480	8,241	1,000	-	500	500
IRRIGATION TAX	1,459	-	-	-	-	-
DEVELOPMENT/CAPITAL OUTLAY	-	20,354	150,000	-	-	50,000
TRANSFERS TO OTHER FUNDS	-	-	153,500	153,500	153,500	100,000
Total Industrial Sites Expenditures	7,404	28,595	304,500	153,500	154,000	150,500
Accrual Adjustment	(274)	362				
Total Adjusted Expenditures	7,130	28,956	304,500	153,500	154,000	150,500
Cash Balance, September 30	74,892	321,376	22,022		168,776	18,476



Industrial Sites Fund

This Fund is used to track the operation of the City's industrial site located at Highway 26 on the south-east corner of the City.

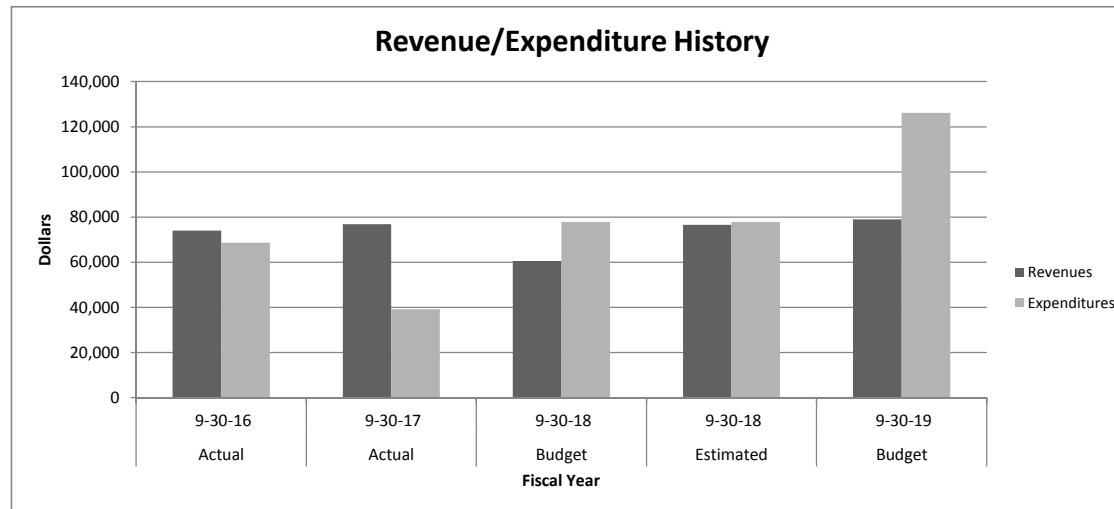
Revenues in this fund were primarily derived from the operation of a farm on the unused portion of the site and from the sale of property on the site.

KENO Fund

Fund 223

Summary

	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	178,039	183,476	184,276		221,162	219,962
KENO PROCEEDS	73,211	74,814	60,000	43,641	75,000	78,000
INTEREST EARNINGS	789	1,971	500	1,405	1,600	1,000
INTERGOVERNMENTAL & GRANTS	-	-	-	-	-	-
Total Available	252,039	260,261	244,776	45,046	297,762	298,962
PARKS	46,459	36,660	44,500	13,498	44,500	108,900
RECREATION	6,134	2,693	6,300	-	6,300	-
FIRE PREVENTION	2,610	-	-	-	-	500
LIBRARY - SPECIAL COLLECTIONS	4,676	2,739	3,000	-	3,000	3,000
OLD WEST BALLON FEST	10,000	10,000	10,000	-	10,000	10,000
SCOTTS BLUFF COUNTY PUBLIC TRANSIT	-	-	14,000	13,736	13,740	3,736
TREE PLANTING	1,029	795	-	260	260	-
Total Keno Expenditures	70,908	52,887	77,800	27,494	77,800	126,136
Accrual Adjustment	(2,345)	(13,788)				
Total Adjusted Expenditures	68,563	39,099	77,800	27,494	77,800	126,136
Cash Balance, September 30	183,476	221,162	166,976		219,962	172,826



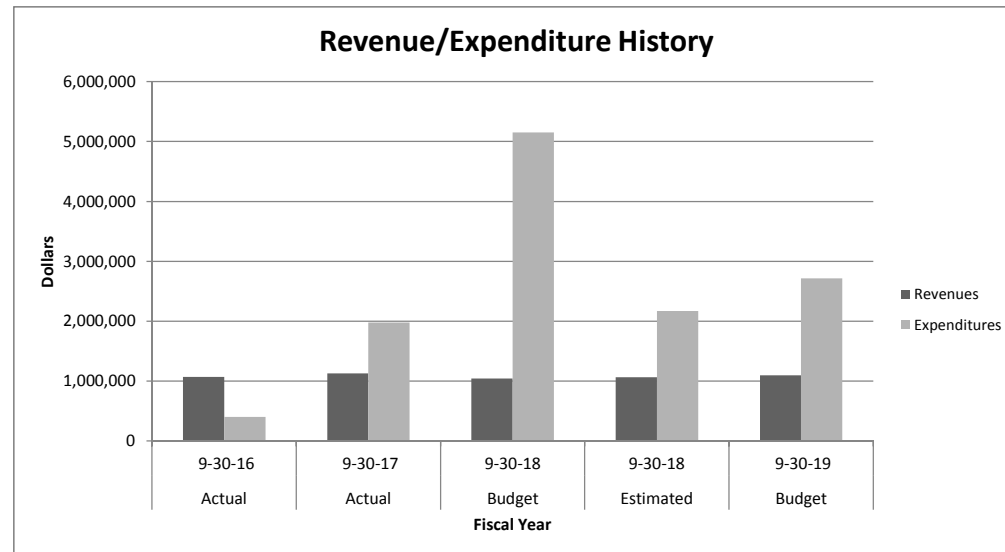
KENO Fund

The KENO Fund receives royalty revenue from the operation of Scotts Bluff County approved KENO facilities in the City of Scottsbluff. Currently, the City receives 5% of gross revenues from KENO satellite operations and 1% of gross revenues from the main KENO parlor at the intersection of Avenue I and South Beltline Hwy. Pursuant to State statute, these funds may be used for "community betterment" purposes.



	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	5,609,555	6,281,369	5,099,703		5,433,335	4,326,244
LOCAL OPTION SALES TAX	1,004,938	990,244	911,970	500,236	911,970	875,491
PROGRAM INCOME	37,148	80,883	106,366	69,107	110,366	194,625
INTEREST EARNINGS	27,696	56,160	20,000	35,129	40,000	25,000
Total Available	6,679,337	7,408,656	6,138,039	604,472	6,495,671	5,421,360
PERSONNEL COSTS	-	12,803	101,959	47,757	101,877	104,170
OPERATIONS & MAINTENANCE	379,664	109,638	215,750	20,563	67,550	107,550
ECONOMIC DEVELOPMENT	-	1,912,143	4,835,036	1,029,975	2,000,000	2,500,000
Total Economic Development Expenditures	379,664	2,034,583	5,152,745	1,098,295	2,169,427	2,711,720
Accrual Adjustment	18,304	(59,262)				
Total Adjusted Expenditures	397,968	1,975,321	5,152,745	1,098,295	2,169,427	2,711,720
Assigned fund balance - Industrial Park/Housing Devel.	-	-	-	-	2,000,000	2,000,000
UNASSIGNED CASH BALANCE			985,294		2,326,244	709,640
Cash Balance, September 30	6,281,369	5,433,335	985,294		4,326,244	2,709,640

	9-30-15	9-30-16	9-30-17	9-30-18	9-30-19
Full - Time	-	-	-	1	1
Part - Time	-	-	-	-	-



Economic Development Fund

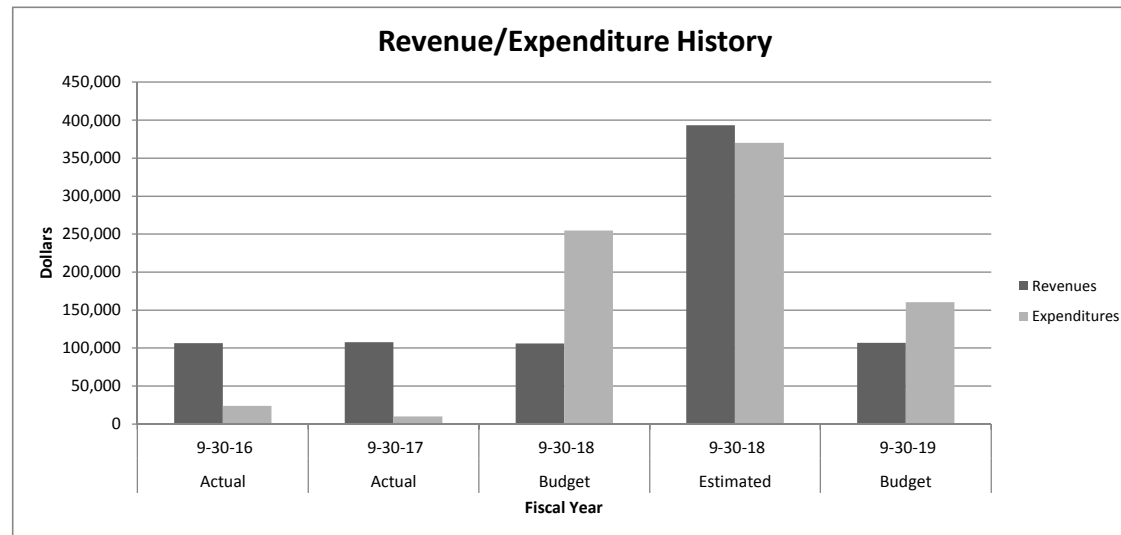
The Economic Development Fund receives revenues and funds projects as part of the City's LB840 Economic Development Program. This program, authorized under the Nebraska Local Option Municipal Economic Development Act of 1991, allows sales tax receipts to be specifically earmarked for economic development activities.

The intent of the program is to create jobs in and around the City of Scottsbluff. Eligible businesses include those in manufacturing, interstate commerce, value-added agriculture and telecommunications. Monies may be used to provide job credits, buy land and retain technical expertise on behalf of an eligible business.

To date the City of Scottsbluff has funded over \$9 million in grants and loans via the LB840 Economic Development Program to promote growth and development in and around Scottsbluff.

The LB840 program is administered by the City Manager, who receives guidance and oversight from two citizen committees. The City Council retains the final authority for disbursement of funds. The LB840 program sunsets in October, 2025.

	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	72,546	154,987	251,483		252,784	276,078
MUTUAL AID - FIRE	105,696	105,696	105,696	52,848	105,696	105,696
INTEREST EARNINGS	616	2,109	500	1,745	2,000	1,200
GRANT	-	-	-	285,715	285,715	-
Total Available	178,858	262,792	357,679	340,308	646,195	382,974
 SUPPLIES	9,907	9,363	10,000	5,232	10,000	10,000
CONTRACTUAL SERVICES	-	-	39,880	19,970	26,209	15,500
EQUIPMENT	639	-	35,000	333,908	333,908	35,000
STRUCTURES	-	-	70,000	-	-	-
CONTINGENCY	-	-	100,000	-	-	100,000
Total Mutual Fire Organization Expenditures	10,546	9,363	254,880	359,110	370,117	160,500
Accrual Adjustment	13,325	645				
Total Adjusted Expenditures	23,871	10,008	254,880	359,110	370,117	160,500
 Cash Balance, September 30	154,987	252,784	102,799		276,078	222,474



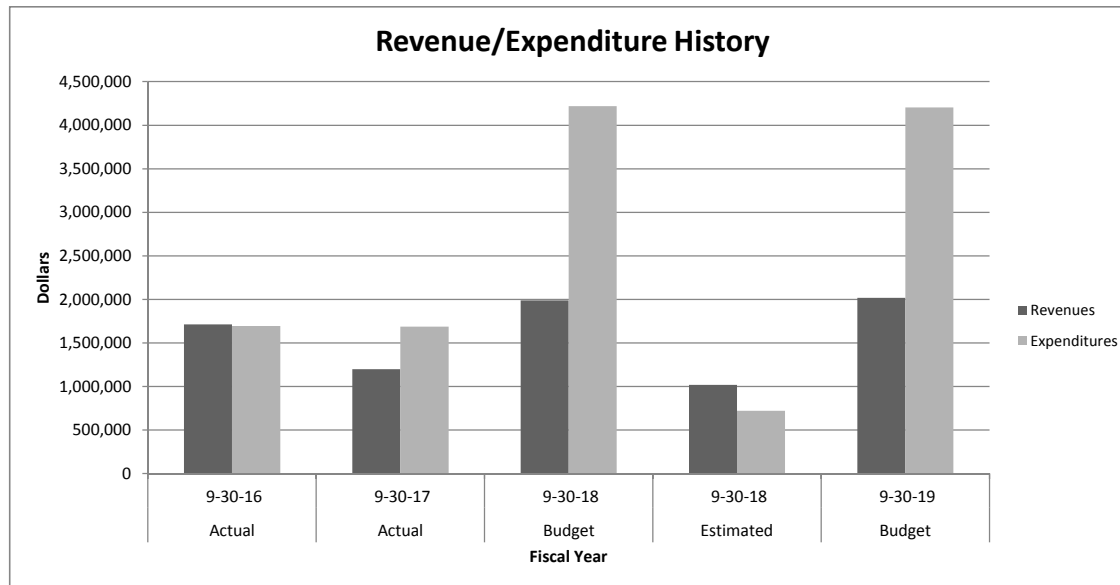
Mutual Fire Organization Fund

The Mutual Fire Organization Fund is provided for the purpose of financing operational and equipment needs for fire protection, emergency response or training within our joint areas of operation. There are currently fourteen separate fire agencies in Scotts Bluff County comprising the inter-local Mutual Fire Organization.

Funding for the organization is made available through the Nebraska Mutual Finance Assistance Act.



	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	3,638,277	3,655,729	3,055,371		3,168,741	3,464,146
PROPERTY TAX	583,274	611,462	804,843	170,799	804,843	827,245
OTHER TAXES	97,295	103,450	63,100	21,803	78,124	63,100
SPECIAL ASSESSMENTS	19,446	320,644	107,864	79,085	112,889	110,358
DEBT ISSUANCE/MISCELLANEOUS REVEUES	994,482	131,679	1,000,000	-	-	1,000,000
INTEREST INCOME	16,152	30,526	12,000	18,194	20,000	15,000
Total Available	5,348,926	4,853,489	5,043,178	289,881	4,184,597	5,479,849
MATERIALS & SERVICES	5,400	5,140	28,280	3,780	28,280	8,780
TRANSFERS & BONDING/LOANS	1,392,472	815,462	1,692,171	675,301	692,171	1,694,244
DEBT SERVICE	250,767	341,443	-	-	-	-
CONTINGENCY	-	-	2,500,000	-	-	2,500,000
Total Debt Service Expenditures	1,648,639	1,162,045	4,220,451	679,081	720,451	4,203,024
Accrual Adjustment	44,558	522,703				
Total Adjusted Expenditures	1,693,197	1,684,748	4,220,451	679,081	720,451	4,203,024
Cash Balance, September 30	3,655,729	3,168,741	822,727		3,464,146	1,276,825



Debt Service Fund

The Debt Service Fund is used to retire the long-term debt obligations of the City. This fund is used to service general obligation and special assessment debt.

The fund is supported through revenues from a dedicated property tax levy along with principal and interest payments from special assessments.

Nebraska does not have a statutory limit on a City's level of outstanding general obligation debt.



Lied Scottsbluff Public Library

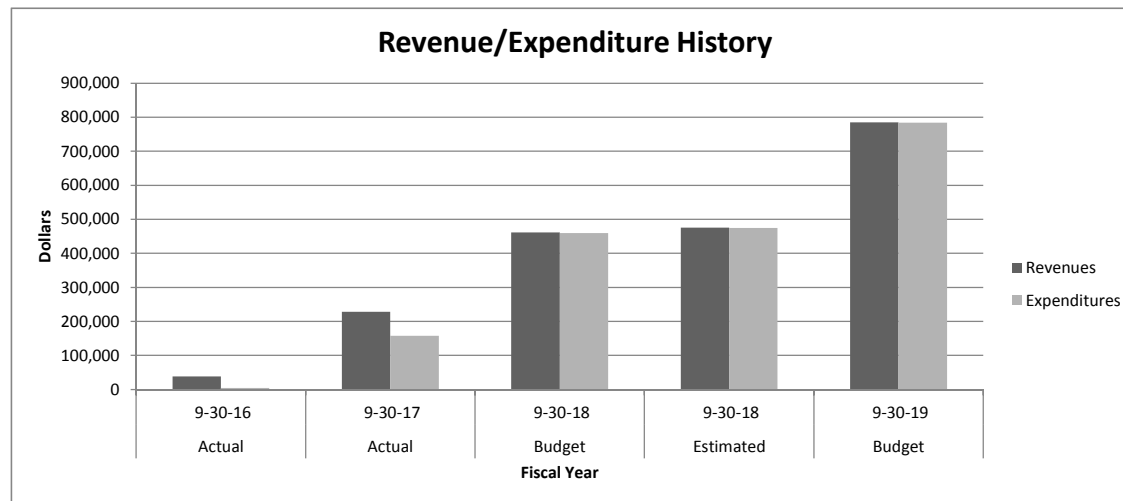
TIF Projects Fund

Fund 321

Summary

PROJECT	LAND & IMPROVEMENTS (Base)	LAND & IMPROVEMENTS (After Redevelopment)	TIF REVENUE (Bond)	STATUS
1) Star-Herald (local newspaper) Public Benefit: Relocate aerial utilities, construct new sanitary sewage line, curb/sidewalk improvements and landscaping.	\$383,462.00	\$1,900,000.00	\$332,774.89	Completed
2) Lincoln Hotel (30 unit residential rehab) Public Benefit: Construct new public parking lot, landscape, curb/sidewalk work and demolition work for site preparation.	\$100,275.00	\$1,100,000.00	\$257,032.51	USDA/RD
3) Platte Valley (Harbourton mortgage services) Public Benefit: Construct new public sanitary sewer line, curb/sidewalk work.	\$46,600.00	\$282,121.00	\$42,056.46	Completed
4) KN Energy 5) Carr-Trumbull (local lumber company) Public Benefit: Construction of 14th Avenue (775 feet), curb/sidewalk work, water, sewer and landscape improvements in public right-of-way.	\$260,000.00 \$105,480.00	\$2,200,000.00 \$1,000,000.00	\$346,412.06 \$176,195.00	Completed Completed
6) Amott Ace Hardware (local hardware store) Public Benefit: Intersection improvements at 11th Avenue and 20th Street to include traffic signal, curb/sidewalk improvements and landscape.	\$111,835.70	\$546,969.70	\$82,744.82	Completed
7) East Portal Village (40 unit low income housing) Public Benefit: Construct 300,000 linear feet of public streets, curbs, sidewalk, landscape and water and sewer facilities.	\$75,139.00	\$3,000,000.00	\$506,474.82	Completed
8) Monument Car Wash Public Benefit: Curb/sidewalk work and right-of-way landscaping.	\$75,000.00	\$435,000.00	\$40,250.00	Completed
9) Platte Valley National Bank Public Benefit: Construction of Platte Valley Boulevard, 13th Avenue, water and sewer installations and irrigation ditch closures.	\$36,994.21	\$2,626,994.21	\$386,877.08	Completed
10) Downtown Office & Storage Complex Public Benefit: Demolition for site improvements, curb/sidewalk and landscaping in public right-of-way.	\$150,000.00	\$405,000.00	\$40,386.46	Completed
11) Greg & Brenda Muhr (local auto body shop) Public Benefit: curb/sidewalk and right-of-way landscaping	\$14,080.00	\$110,000.00	\$14,717.42	Completed
12) Platte Valley National Bank Office Complex Public Benefit: curb/sidewalk and right-of-way landscaping	\$458,260.00	\$1,500,000.00	\$245,000.00	Completed
13) Cirrus House (assisted living apartments/housing for the mentally ill) Public Benefit: Construct new public parking lot, landscape, curb/sidewalk work and demolition work for site preparation.	\$47,168.00	\$965,060.00	\$160,107.82	Completed
14) Airport Development LLC (Dana F. Cole & Co building downtown) Public Benefit: Parking lots 6 & 7 redone, alley redone	\$77,759.00	\$835,536.00	\$130,000.00	Completed
15) Reganis LLC Development (Reganis Honda Dealership) Public Benefit: Extend 12th Ave from Talisman to 27th St., Winters Creek Canal covered, landscaping along GGO overlay zone	\$276,423.00	\$2,907,048.00	\$408,000.00	Completed
16) Fairfield Inn Public Benefit: Paving of Winter Creek Drive from Primrose to 12th Avenue	\$217,277.00	\$4,304,232.00	\$980,000.00	Completed
17) Elite Health (medical office building) Public Benefit: Land acquisition, site preparation/design, utility extension	\$53,255.00	\$8,666,739.00	\$1,835,000.00	Completed
18) Owen Development (medical office building) Public Benefit: Parking lot/sidewalk construction, utility extension, site preparation.	\$24,647.00	\$717,176.00	\$204,000.00	Completed
19) Monument Mall (retail shopping center) Public Benefit: landscaping, site prep, parking lot, lighting, open spaces	\$6,000,000.00	\$10,516,293.00	\$578,130.00	In Process

	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	168,000	202,409	263,176		273,158	274,358
REVENUES	38,799	228,594	461,200	25,741	475,670	785,250
Total Available	206,799	431,003	724,376	25,741	748,828	1,059,608
OPERATIONS & MAINTENANCE	-	-	300,000	-	-	300,000
DEBT SERVICE	25,393	169,933	160,000	24,369	474,470	483,950
Total TIF Project Expenditures	25,393	169,933	460,000	24,369	474,470	783,950
Accrual Adjustment	(21,003)	(12,088)				
Total Adjusted Expenditures	4,390	157,845	460,000	24,369	474,470	783,950
Cash Balance, September 30	202,409	273,158	264,376		274,358	275,658

**TIF Projects Fund**

The TIF Projects Fund is used to track the construction and financing of Tax-Increment Financing (TIF) projects, from the planning stage through the payoff of the bond issued to finance the project. Each TIF is assigned an individual project identification number, which follows the project inception through completion/payoff.

	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	42,874	43,228	33,398		30,511	30,811
INTERGOVERNMENTAL & GRANTS	197	30,341	130	204	300	300
Total Available	43,071	73,569	33,528	204	30,811	31,111
GRANT EXPENDITURES	-	42,888	-	-	-	-
Total Grant Funds	-	42,888	-	-	-	-
Accrual Adjustment	(157)	170				
Total Adjusted Expenditures	(157)	43,058	-	-	-	-
Cash Balance, September 30	43,228	30,511	33,528		30,811	31,111

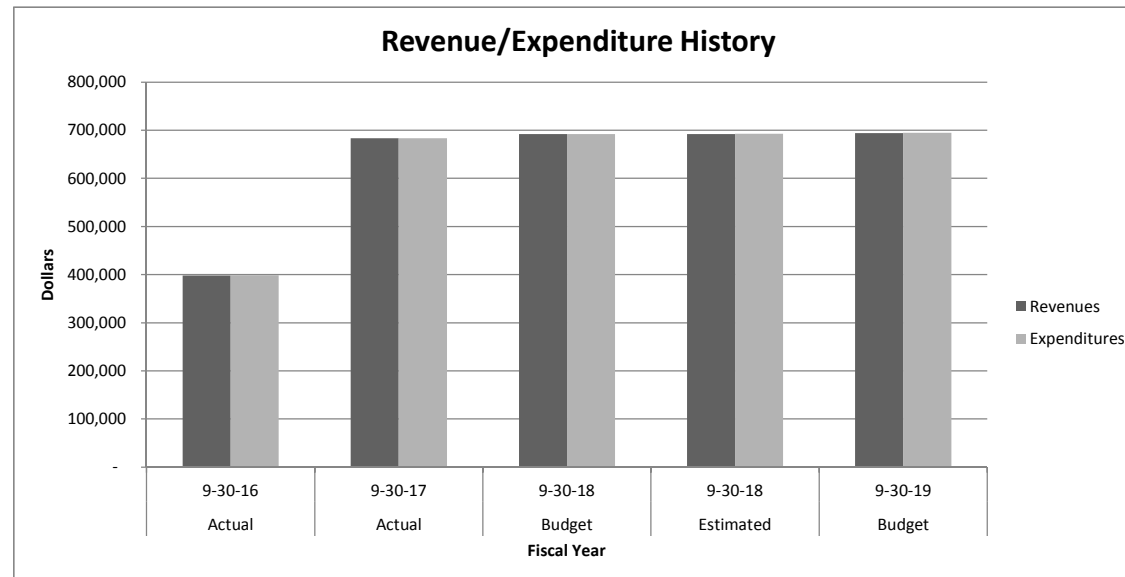


CDBG Fund

Community Development Block Grant (CDBG) funds are administered through the Community Development Division of the Development Services Department. The division provides grant administration services for Federal, State and Local grant projects. Primarily, the division prepares applications for CDBG funds to be used in the comprehensive neighborhood revitalization of our blighted neighborhoods. The department conducts all phases of grant administration from approving applications to bidding projects, monitoring construction, completing financial records, and final inspections.

The Community Development Division will assist with community meetings and attitude surveys to determine the projects and areas that need assistance. These projects generally fall into the categories of housing rehabilitation, neighborhood revitalization and public works. The division also administers economic development and rental rehabilitation revolving loan funds. The Nebraska Department of Economic Development monitors all CDBG activities.

	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	7,645	6,643	6,878		6,748	6,618
TRANSFER FROM DEBT SERVICE	397,990	683,383	692,171	675,301	692,171	694,244
INTEREST EARNINGS	33	296	150	45	50	50
Total Available	405,668	690,323	699,199	675,346	698,969	700,912
CONTRACTUAL SERVICES	874	155	-	75	180	200
DEBT SERVICE - PRINCIPAL	355,000	645,000	655,000	655,000	655,000	665,000
DEBT SERVICE - INTEREST	42,980	42,868	37,171	20,301	37,171	29,244
Total Leasing Corporation Expenditures	398,854	688,023	692,171	675,376	692,351	694,444
Accrual Adjustment	171	(4,448)				
Total Adjusted Expenditures	399,025	683,575	692,171	675,376	692,351	694,444
Cash Balance, September 30	6,643	6,748	7,028		6,618	6,468



Leasing Corporation Fund

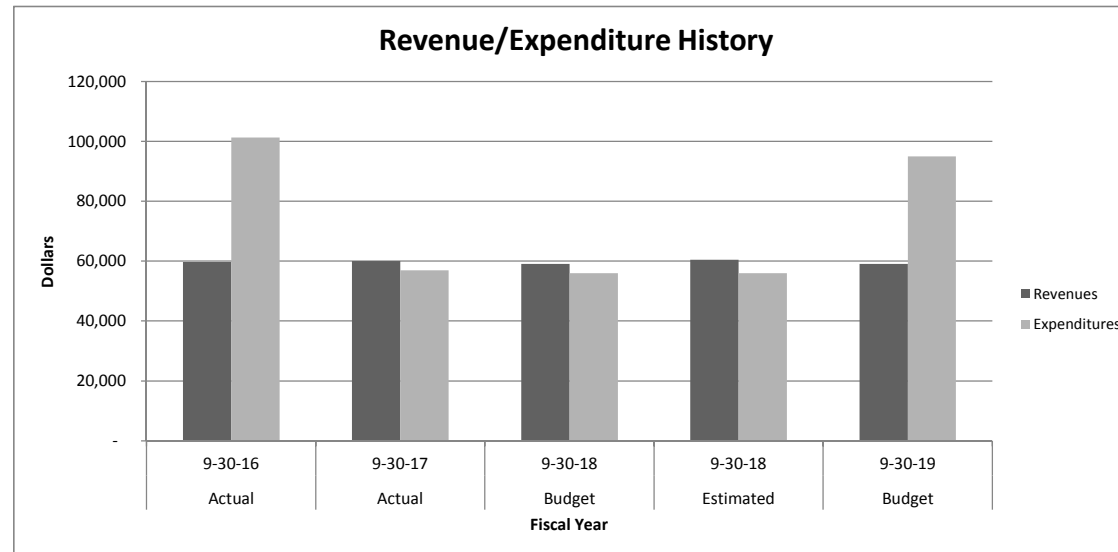
The Leasing Corporation Fund is used to finance the project expenses of capital activities which require lease/purchase financing under Nebraska statutes.

The Scottsbluff City Council also serves as the Board of the Scottsbluff Leasing Corporation.



Public Safety Building - West 18th & Avenue B

	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	110,789	69,170	55,845		72,346	76,829
PROPERTY TAX	45,015	45,091	50,000	11,210	50,000	50,000
OTHER TAXES	14,268	14,159	9,000	6,882	9,983	9,000
INTEREST EARNINGS	395	803	100	438	500	100
Total Available	170,467	129,223	114,945	18,530	132,829	135,929
CONTRACTUAL SERVICES	-	-	-	-	-	30,000
EQUIPMENT	101,542	74,118	56,000	-	56,000	65,000
Total Capital Projects	101,542	74,118	56,000	-	56,000	95,000
Accrual Adjustment	(245)	(17,241)				
Total Adjusted Expenditures	101,297	56,877	56,000	-	56,000	95,000
Cash Balance, September 30	69,170	72,346	58,945		76,829	40,929



Capital Projects Fund

This fund was created effective October 1, 2013 to allow for the purchase of equipment items for the Administration, Library, Parks and Recreation departments.

Examples of these purchases include vehicles, copiers, mowers, gators and other capital items.

This fund will allow the City to make purchases and replace equipment per a schedule rather than via capital lease.



Mission Statement

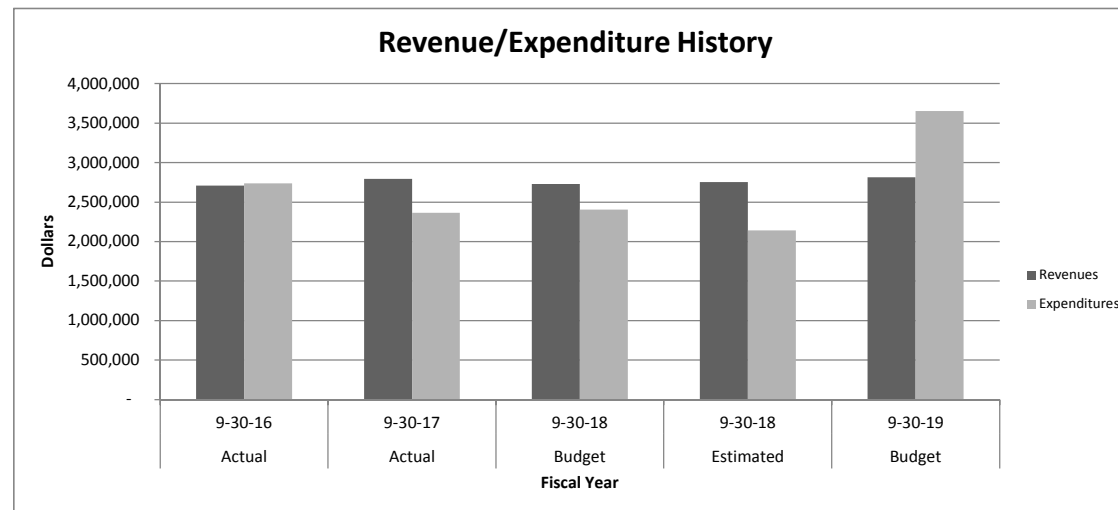
The Environmental Services Department is committed to providing the best possible service to all citizens and the regional community through responsible trash and recycling collections. We will effectively respond to constituent needs and efficiently deliver services to the community, continue and expand intergovernmental cooperation to bring economies of scale and reduce operational costs.

The Environmental Services Fund provides for the operations, maintenance and capital expenditures of the Environmental Services Department. The Environmental Services Department provides specific services including: solid waste and yard waste collection to all residential customers; collection for commercial, industrial and institutional customers; special pickups for items which will not fit in the normal containers; 2.0 cubic yard construction containers; repair and replacement of solid waste containers; additional solid waste and yard waste collections on an individual basis; and a staffed tree dump/compost facility.

The Department also offers electronic and paint recycling, curbside residential and commercial recycling programs, staffed drop-off, processing and community education to the region.



	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	607,459	581,765	916,827		1,008,193	1,619,896
SALES & SERVICE	2,608,399	2,785,028	2,724,974	1,436,241	2,743,974	2,814,036
GRANT INCOME	100,000	-	-	-	-	-
MISCELLANEOUS REVENUES	75	966	500	46	100	500
INTEREST INCOME	2,382	7,156	3,500	7,655	10,000	2,000
Total Available	3,318,315	3,374,915	3,645,801	1,443,942	3,762,267	4,436,432
PERSONAL SERVICES	1,104,653	1,129,560	1,195,995	577,716	1,205,614	1,186,072
OPERATIONS & MAINTENANCE	1,086,402	916,174	935,448	399,817	862,757	1,000,596
CAPITAL OUTLAY	520,837	188,673	220,000	-	20,000	1,414,232
TRANSFERS	55,672	54,070	54,000	27,000	54,000	54,000
Total Environmental Services Expenditures	2,767,564	2,288,476	2,405,443	1,004,534	2,142,371	3,654,900
Accrual Adjustment	(31,014)	78,246				
Total Adjusted Expenditures	2,736,550	2,366,722	2,405,443	1,004,534	2,142,371	3,654,900
Cash Balance, September 30	581,765	1,008,193	1,240,358		1,619,896	781,532
	-	-				
		9-30-15	9-30-16	9-30-17	9-30-18	9-30-19
Full - Time		14	14	14	14	14
Part - Time		-	-	-	-	-



Mission Statement

Mandated by Federal and State government, it is the Wastewater Reclamation Department's responsibility to protect public health by providing efficient and economical collection and treatment of wastewater. Through a dedicated effort to enforce and comply with environmental regulations, staff is committed to the preservation and protection of the water environment and our natural resources.

The Wastewater Fund provides for the operation, maintenance and capital expenditures for the sanitary sewer collection system, treatment facility and biosolids process. These operations are governed by the Nebraska Department of Environmental Quality, Title 123 and EPA Regulation 503. The specific areas of operation supported by this fund include:

Collection Infrastructure – Employees maintain approximately 90 miles of sanitary sewer main, 1,815 manholes and 5 lift stations while performing an ongoing extensive program where each mile of sewer main is viewed with a sewer camera and cleaned when necessary. Manholes are uncovered, marked and raised to be accessible at all times.

Wholesale Sewer Collection – The City has a contract to receive and process effluent flow from the City of Terrytown. Their average annual flow is 49 million gallons.

Fats, Oils and Grease Program – Inspect sand and grease traps connected to the sanitary sewer and enforce cleaning requirements established in the Fats, Oils and Grease Ordinance to reduce the amount of solids entering the collection system.

Treatment Process – Employees operate and maintain the various pieces of equipment associated with the City's activated sludge, aerated lagoon system with UV disinfection. The annual average of influent flow is 768 million gallons, and effluent flow to the North Platte River is 616 million gallons.

Sludge and Biosolids Processing – Our treatment involves an extensive sludge process using a polymer feed system, activated sludge tanks, belt filter press and pumps. Cake solids are made and transported to the Compost Facility where they are mixed with amendments during the drying/turning process. On average, 441 dry metric tons of compost are produced each year.

In House Laboratory - Our employees perform sample analysis and process control in our in-house laboratory. An average of 600 samples are collected each month at various points in the treatment process to accurately examine the effectiveness of treatment and make changes to the process as the analysis dictates.



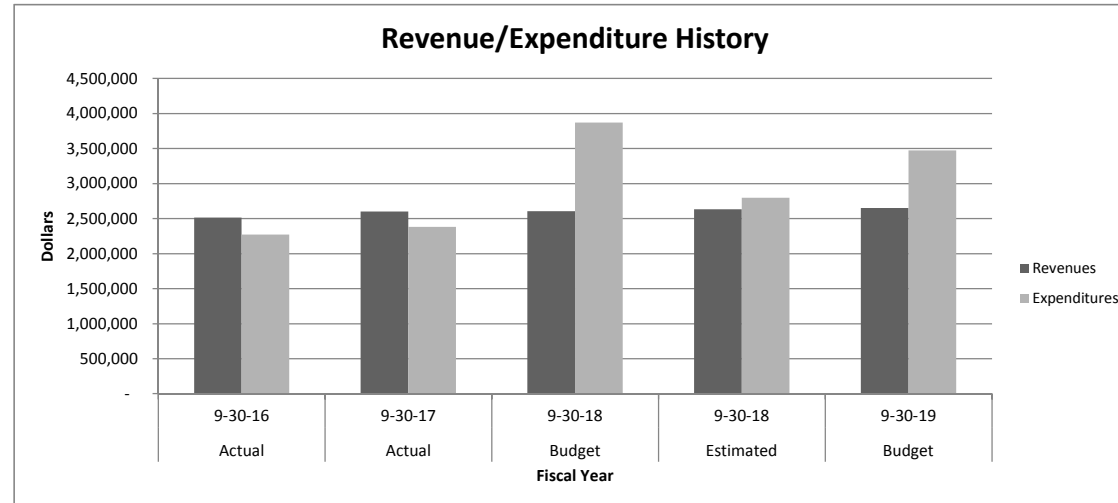
City of Scottsbluff, Wastewater Treatment Plant

Stormwater Collection System – Employees clean and maintain the stormwater collection system mains and help clean the Scotts Bluff Drain. The Wastewater Fund helps support project costs associated with stormwater infrastructure and personnel.

Customer Service – Service personnel respond to an average of 40 sewer calls each year. Other calls include assisting customers and contractors with sewer line locations.

Geographic Information System - The Fund supports the City's GIS which provides valuable mapping and data collection for the wastewater and stormwater systems.

	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	2,077,172	2,320,160	2,393,115		2,539,101	2,370,816
SALES & SERVICE	2,434,557	2,568,993	2,602,636	1,308,595	2,602,636	2,643,216
GRANT INCOME	38,299	-	-	-	-	-
MISCELLANEOUS REVENUES	33,032	9,091	300	10,805	10,805	-
INTEREST INCOME	9,841	21,436	5,000	16,369	18,000	10,000
Total Available	4,592,901	4,919,680	5,001,051	1,335,769	5,170,542	5,024,032
PERSONNEL COSTS	841,830	831,451	886,157	426,911	899,051	942,948
OPERATIONS & MAINTENANCE	583,280	534,198	628,633	276,441	618,539	675,332
CAPITAL OUTLAY	222,780	252,807	970,320	67,644	496,246	469,000
TRANSFERS	141,872	140,070	140,000	70,000	140,000	140,000
DEBT SERVICE	645,891	645,891	645,890	322,945	645,890	645,890
CONTINGENCY	-	-	600,000	-	-	600,000
Total Wastewater Expenditures	2,435,653	2,404,416	3,871,000	1,163,940	2,799,726	3,473,170
Accrual Adjustment	(162,912)	(23,837)				
Total Adjusted Expenditures	2,272,741	2,380,579	3,871,000	1,163,940	2,799,726	3,473,170
Cash Balance, September 30	2,320,160	2,539,101	1,130,051		2,370,816	1,550,862
	-	-				
		9-30-15	9-30-16	9-30-17	9-30-18	9-30-19
Full - Time	9	9	9	9	9	9
Part - Time	-	-	-	1	1	1



Aeration Basin -
City of Scottsbluff Wastewater Treatment Plant

Mission Statement

The mission of the Water Department is to provide the public with safe drinking water that meets the consumption and fire protection needs of the City while adhering to State and Federal regulations established for public water supplies. To effectively respond to customer needs and maintain our infrastructure in the most efficient and fiscally responsible manner.

The Water Fund provides for the operation, maintenance and capital expenditures of our public water supply that is governed by the Nebraska Department of Health and Human Services, Title 179. The specific areas of operation supported by this fund include:



City of Scottsbluff, Hydropillar

Water Wells and Storage Towers The control, maintenance, operation and daily monitoring of 12 public water wells equipped with chemical injection of Sodium Hypochlorite for system disinfection. The combined pumping capacity for the City's system is 14,100 GPM. Five towers offer storage of 2,750,000 gallons of water. The average annual consumption is 1.2 billion gallons.

Wholesale Water Provider The City has a contract to provide water to the City of Minatare who uses an average of 42 million gallons on an annual basis. They are connected to our system at Highway 26 and Rebecca Winters Road.

Infrastructure – Employees maintain over 120 miles of water main, 943 fire hydrants, 1,527 main valves and 6,429 service lines with curb boxes (property shut-off valves) that make up the distribution system. Employees maintain and repair water mains, fire hydrants, valves, water service lines, curb boxes and install new services for customers.

Diggers Hotline (One-call) Locates – Employees respond to an average of 600 diggers hotline locates each month. State law requires everyone to call for locates before digging. Each utility is responsible for responding to locates and marking their lines in the specific dig area. We locate water, sewer and stormwater utilities for the City.

Water Meters – The Water Fund supports the purchase of meters used to chart water use for billing purposes. There are 6,351 meters in the system that are read, maintained and repaired by the Water Department. Employees rebuild meters for use in the future when possible.

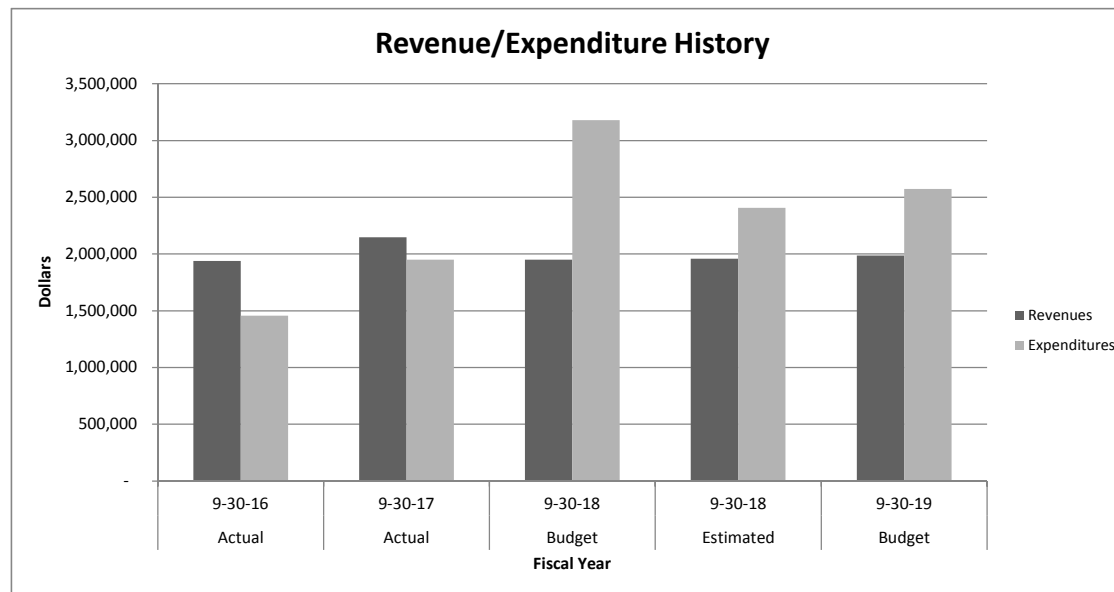
Meter Reading - Meters are radio read style allowing readings to be gathered remotely by passing locations rather than stopping at each of them.

Cross Connection Control – Employees mail notice to customers to survey plumbing connections once every five years. 1,551 testable backflow devices are installed to protect customer connections to the public water supply. Employees mail testing notices and track test reports for each device as required by DHHS Title 179.

Customer Service – Service personnel respond to an annual average of 3,900 requests involving starting or ending service, high use, reading verification, disconnections for nonpayment, reconnects, meter or radio read problems and leak investigations.

The Water Fund pays for half the Stormwater Program Specialist wage and also helps fund the Geographic Information System (GIS) mapping and data collection for the Water System.

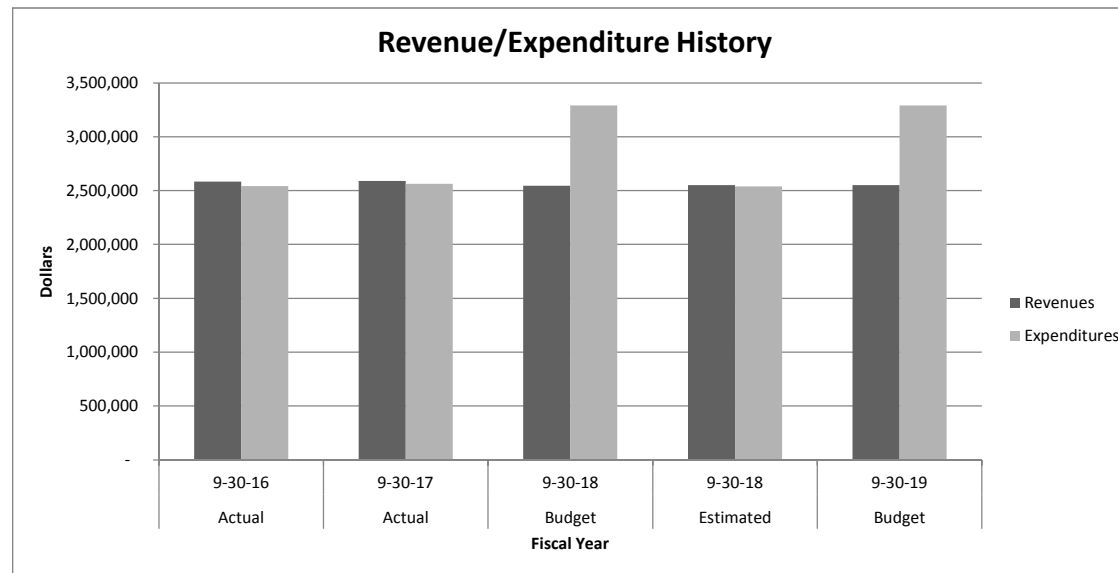
	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	1,598,365	2,080,711	2,068,642		2,277,203	1,828,782
SALES & SERVICE	1,875,079	2,064,359	1,900,100	923,159	1,898,100	1,933,275
MISCELLANEOUS REVENUES	56,757	61,336	38,200	30,759	46,484	39,100
INTEREST INCOME	8,096	21,407	13,000	12,147	15,000	15,000
Total Available	3,538,297	4,227,812	4,019,942	966,065	4,236,787	3,816,157
PERSONNEL COSTS	763,897	754,628	808,371	384,608	821,348	848,763
OPERATIONS & MAINTENANCE	626,290	744,792	803,792	284,234	736,408	851,044
CAPITAL OUTLAY	91,925	390,672	888,250	661,661	772,248	197,000
TRANSFERS	77,372	78,070	78,000	39,000	78,000	78,000
CONTINGENCY	-	-	600,000	-	-	600,000
Total Water Expenditures	1,559,484	1,968,162	3,178,413	1,369,502	2,408,004	2,574,807
Accrual Adjustment	(101,898)	(17,553)				
Total Adjusted Expenditures	1,457,586	1,950,609	3,178,413	1,369,502	2,408,004	2,574,807
Cash Balance, September 30	2,080,711	2,277,203	841,529		1,828,782	1,241,350
	-	-				
		9-30-15	9-30-16	9-30-17	9-30-18	9-30-19
Full - Time		7	7	7	7	7
Part - Time		1	1	1	2	2



Water Tower - 27th Street & 2nd Avenue



	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	1,351,701	1,394,531	1,423,797		1,422,243	1,432,243
LEASE PAYMENTS	2,546,365	2,557,145	2,539,750	1,392,034	2,539,750	2,539,750
INTEREST EARNINGS FROM GIS	1,487	266	-	-	-	-
INTEREST EARNINGS	6,280	13,035	6,000	9,487	10,000	10,000
LOAN REPAYMENTS - UTILITY DEPARTMENTS	30,000	20,000	-	-	-	-
Total Available	3,935,833	3,984,978	3,969,547	1,401,521	3,971,993	3,981,993
DEPARTMENT SUPPLIES	-	-	1,000	-	-	1,000
TRANSFER TO GENERAL FUND	2,546,365	2,557,145	2,539,750	1,392,034	2,539,750	2,539,750
CONTINGENCY	-	-	750,000	-	-	750,000
Total Electric Fund	2,546,365	2,557,145	3,290,750	1,392,034	2,539,750	3,290,750
Accrual Adjustment	(5,063)	5,590				
Total Adjusted Expenditures	2,541,302	2,562,735	3,290,750	1,392,034	2,539,750	3,290,750
Cash Balance, September 30	1,394,531	1,422,243	678,797		1,432,243	691,243



Electric Fund

The Electric Fund is an enterprise fund provided for the operation of the City-owned electrical distribution infrastructure.

The City leases the infrastructure to Nebraska Public Power District (NPPD) in exchange for a quarterly lease payment.

NPPD provides all services relating to electrical power production, distribution and customer service in the City of Scottsbluff.



The Stormwater Fund was created to detail the City's financial commitment to maintaining and improving its stormwater collection system including the Scottsbluff Drain.

Stormwater is the water that flows after a rainstorm or snowmelt. Unlike waste water, storm water is not treated. What gets in the water, stays in the water. Sediment, litter, pet waste, yard waste, fertilizers or pesticides, and vehicle fluids are all common pollutants found in stormwater. Scottsbluff is required under the federal National Pollutant Discharge Elimination System (NPDES) to protect its runoff from pollution to the maximum extent practicable. The Stormwater fund facilitates the programming to make that goal possible through education, training, inspections, and maintenance of the Municipal Separate Storm Sewer System (MS4) including the Scottsbluff Drain. The Stormwater fund is currently funded by the Waste Water fund and a stormwater surcharge.



Scottsbluff Public Library - Bioswale



East Overland entrance

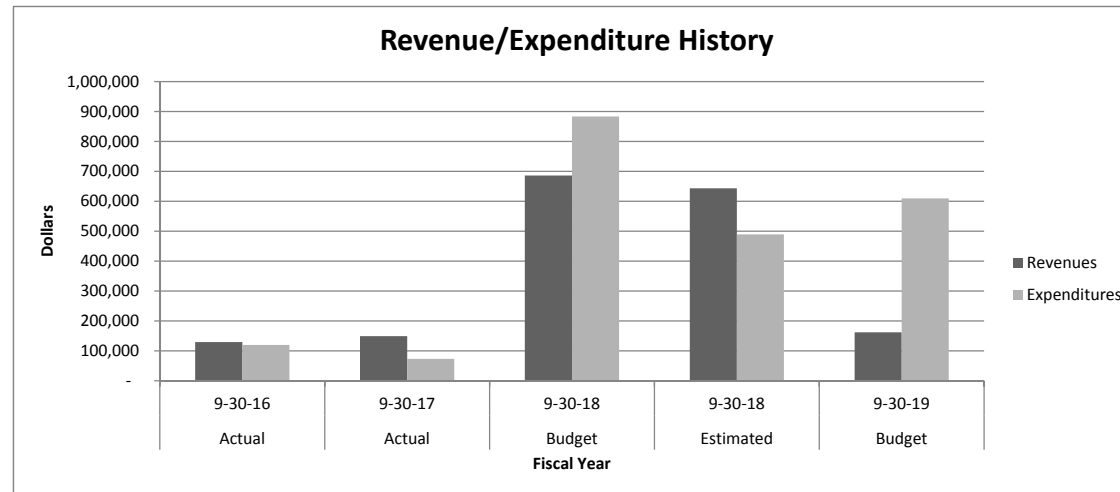


1st Avenue & 18th Street



Avenue A & 18th Street

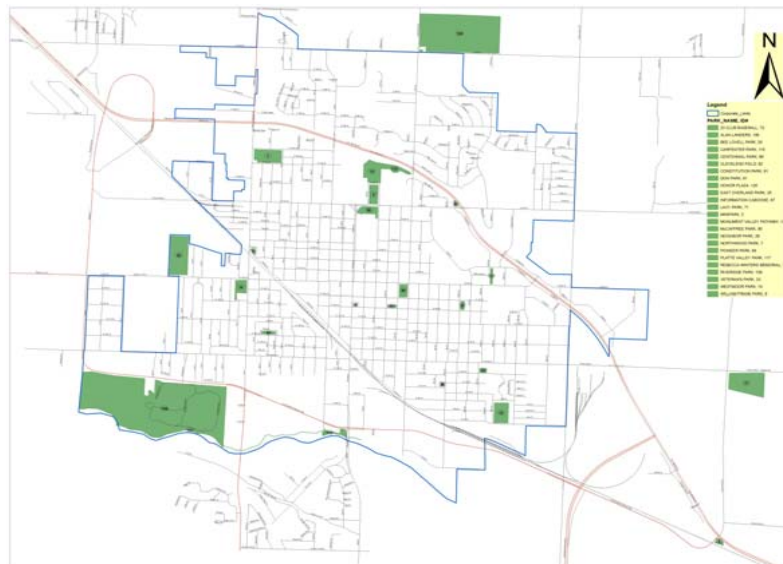
	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	540,613	550,131	621,122		625,923	780,187
PERMITS	1,400	1,000	-	-	-	-
INTERGOVERNMENTAL & GRANTS	28,759	23,818	-	-	-	-
STORMWATER SURCHARGE	46,747	65,300	72,000	38,954	72,000	101,700
REVENUES FROM DEPARTMENTS	50,000	50,000	50,000	25,000	50,000	50,000
INTEREST EARNINGS	2,523	5,384	3,000	4,166	6,000	2,500
BOND PROCEEDS	-	-	560,800	-	515,056	-
MISCELLANEOUS REVENUES	-	3,844	-	251	251	7,975
Total Available	670,042	699,477	1,306,922	68,370	1,269,230	942,362
OPERATIONS & MAINTENANCE	127,226	72,030	104,139	16,249	62,159	99,720
CAPITAL OUTLAY	-	8,166	528,880	18,983	426,884	174,815
DEBT SERVICE	-	-	-	-	-	84,832
CONTINGENCY	-	-	250,000	-	-	250,000
Total Stormwater Expenditures	127,226	80,196	883,019	35,232	489,043	609,367
Accrual Adjustment	(7,315)	(6,641)				
Total Adjusted Expenditures	119,911	73,555	883,019	35,232	489,043	609,367
Assigned fund balance - Scottsbluff Drain Project	-	-	200,000		200,000	200,000
UNASSIGNED CASH BALANCE	-	-	223,903		580,187	132,995
Cash Balance, September 30	550,131	625,923	423,903		780,187	332,995
	-	-				
	Full - Time Part - Time	9-30-15	9-30-16	9-30-17	9-30-18	9-30-19
		1	1	1	-	-
		-	-	-	-	-



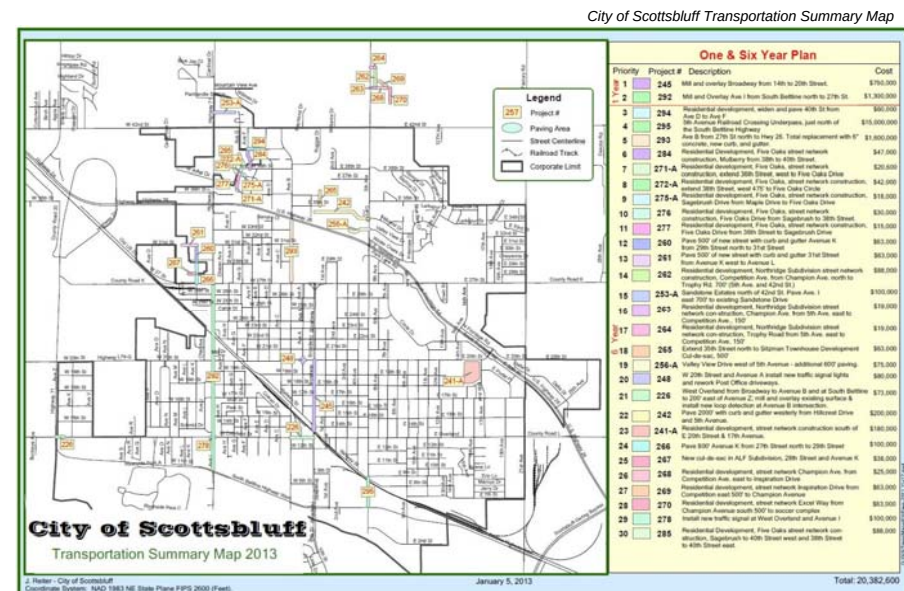
The GIS Services Division is responsible for the maintenance and distribution of the City's Enterprise Geographic Information System data and its services. Funding for GIS is provided primarily by other City Departments; including Water, Water Reclamation, Transportation and Development Services. GIS is available to serve any and all City Departments and integration of GIS information into daily work flows occurs in many of them.

City GIS data is stored and maintained on site and is accessible to many users simultaneously through either ArcGIS Desktop software or more commonly Beehive software. Beehive software contains entry form and reporting capabilities that are integrated with GIS mapping which provides an easy to use map interface for entry of data and management of data. Several departments, including Development Services and Code Enforcement, use Beehive/GIS almost exclusively for data management and entry purposes. Most other City Departments use it in either data viewing or data management or a combination of the two. A GIS website developed by Beehive is also accessible to the general public. Other major uses of GIS currently include the Sewer Department mapping and camera system, Utility Department locator mapping, special projects, and other day to day requests.

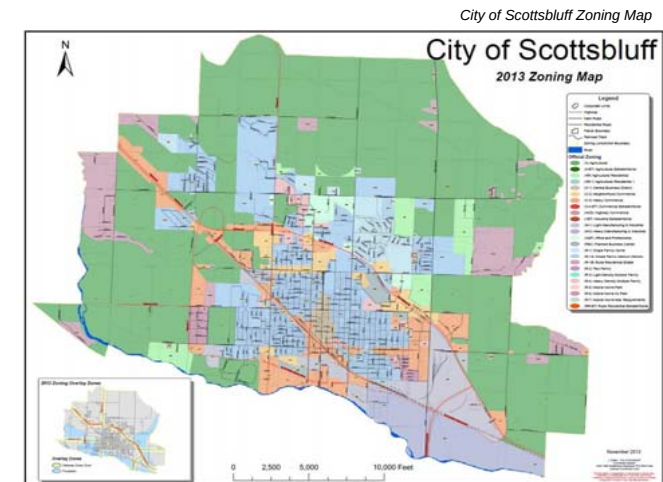
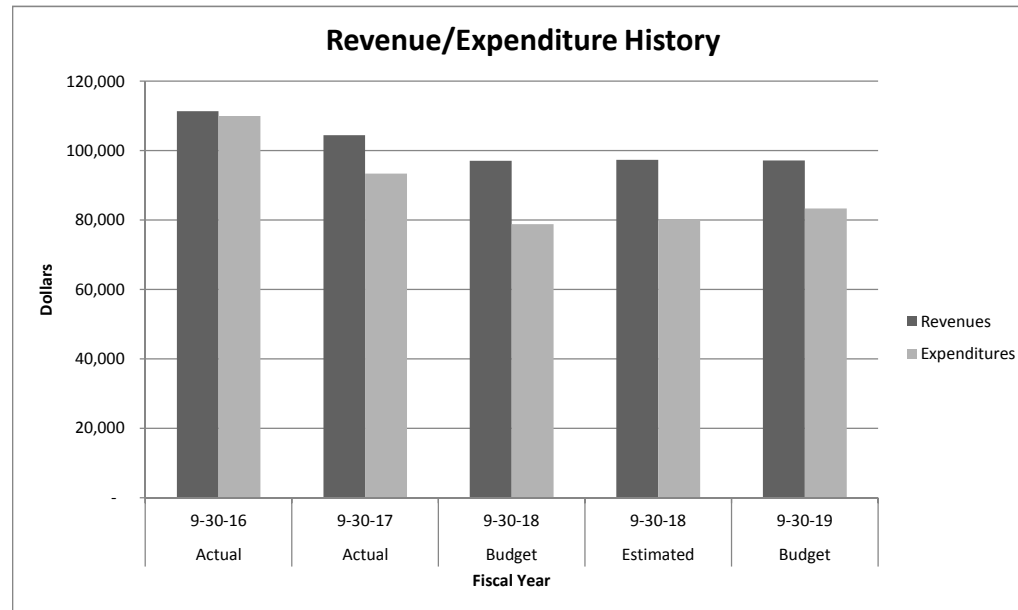
Looking into the near future, maintaining and adding to GIS datasets as City growth/change demands will remain a priority. GIS will also continue to enhance access and use of GIS information by proliferating Beehive software into other City departments further. The City has also entered into a short term agreement with Scotts Bluff County for purchase of Pictometry 3D aerial photos which will serve a need for accurate and up to date aerial photos for City software users as well as the general public. GIS will remain a central component in day to day Wastewater routine maintenance and mapping operations and work will also continue to upgrade datasets for other utilities departments.



City of Scottsbluff Parks Map



	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	21,935	23,364	31,545		34,439	51,778
TRANSFERS FROM OTHER FUNDS	111,287	104,280	97,000	48,500	97,000	97,000
INTEREST EARNINGS	72	166	120	299	350	200
MISCELLANEOUS REVENUES	50	-	-	-	-	-
Total Available	133,344	127,810	128,665	48,799	131,789	148,978
PERSONNEL COSTS	60,423	57,795	60,689	29,874	60,686	62,712
OPERATIONS & MAINTENANCE	18,130	15,193	18,125	11,721	19,325	20,625
DEBT SERVICE	31,487	20,266	-	-	-	-
Total GIS Services	110,040	93,255	78,814	41,595	80,011	83,337
Accrual Adjustment	(60)	116				
Total Adjusted Expenditures	109,980	93,371	78,814	41,595	80,011	83,337
Cash Balance, September 30	23,364	34,439	49,851		51,778	65,641
	-	-				
		9-30-15	9-30-16	9-30-17	9-30-18	9-30-19
Full - Time		1	1	1	1	1
Part - Time		-	-	-	-	-



	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	-	-	(41,508)		(93,330)	(138,712)
REVENUES FROM DEPARTMENTS	-	176,557	248,000	86,636	248,000	228,750
Total Available	-	176,557	206,492	86,636	154,670	90,038
PERSONNEL COSTS	-	144,142	148,744	78,633	152,299	155,862
OPERATIONS & MAINTENANCE	-	133,176	118,670	74,025	135,865	141,222
CAPITAL OUTLAY	-	-	-	5,218	5,218	-
Total Central Garage	-	277,317	267,414	157,877	293,382	297,084
Accrual Adjustment	-	(7,430)				
Total Adjusted Expenditures	-	269,887	267,414	157,877	293,382	297,084
Cash Balance, September 30	-	(93,330)	(60,922)		(138,712)	(207,046)
	-	-				
	Full - Time	9-30-15	9-30-16	9-30-17	9-30-18	9-30-19
		-	-	2	2	2
Part - Time	-	-	-	-	-	



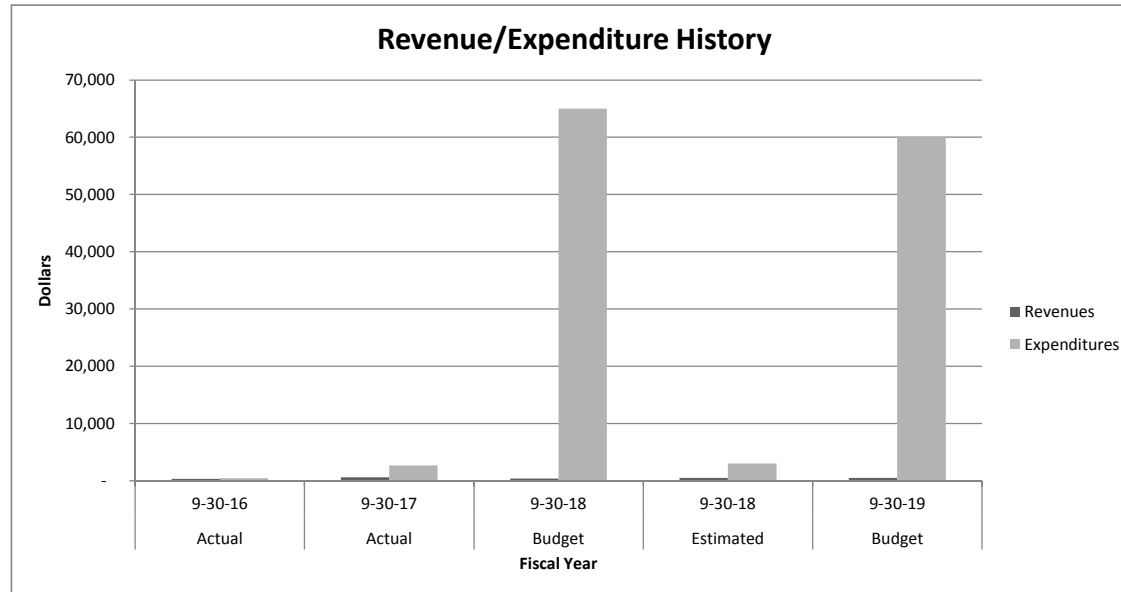
Central Garage Fund

The Central Garage Fund is an internal service fund that provides for the operations of a City owned garage to service and maintain the City's fleet of vehicles and some moveable equipment.

The Central Garage will implement a preventative maintenance program for all vehicles and some movable equipment so as to prolong the life and usefulness of the City's vehicle and equipment assets across all Departments and funds.



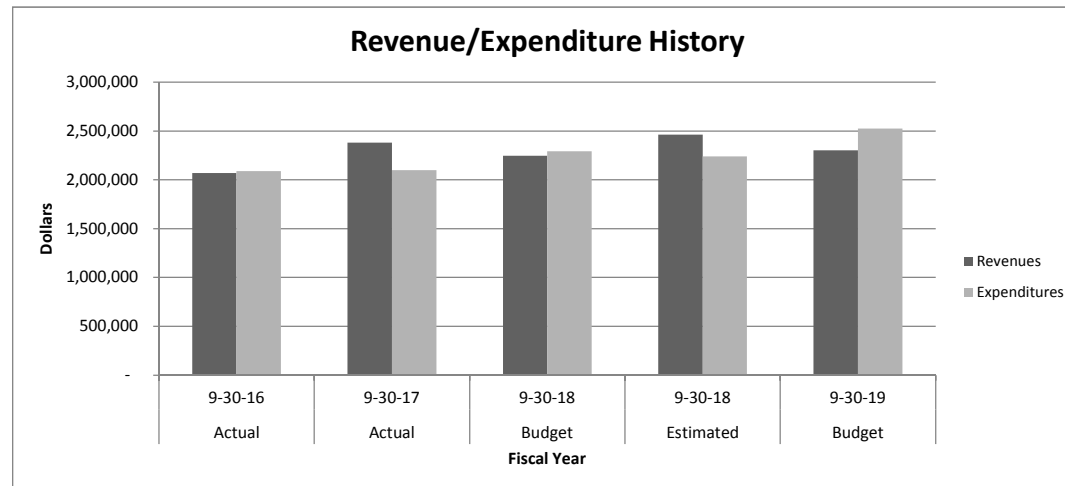
	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	68,622	68,754	66,154		66,411	63,911
INTEREST EARNINGS	314	620	400	443	500	500
Total Available	68,936	69,374	66,554	443	66,911	64,411
PAYMENT TO STATE	432	2,688	65,000	-	3,000	60,000
Total Unemployment Compensation	432	2,688	65,000	-	3,000	60,000
Accrual Adjustment	(250)	275				
Total Adjusted Expenditures	182	2,963	65,000	-	3,000	60,000
Cash Balance, September 30	68,754	66,411	1,554		63,911	4,411



Unemployment Compensation Fund

The Unemployment Compensation Fund is used for the payment of premiums and claims under the State Unemployment Compensation System.

	Actual 9-30-16	Actual 9-30-17	Adopted Budget 9-30-18	Six Month Actual 9-30-18	Estimated Actual 9-30-18	Approved Budget 9-30-19
Cash Balance, October 1	1,155,709	1,134,237	1,478,348		1,416,118	1,640,549
FLEX REVENUE FROM EMPLOYEES	11,409	11,928	10,000	8,782	10,000	10,000
COBRA PYMTS-FORMER EMPLOYEES	5,725	4,558	1,000	3,244	3,244	1,000
REVENUE FROM EMPLOYEES	31,140	56,540	62,400	38	59,700	60,000
REVENUE FROM EMPLOYER	1,864,960	1,980,866	2,160,280	1,056,883	2,131,881	2,228,000
INTEREST EARNINGS	5,112	12,473	3,500	9,700	8,000	3,500
MISCELLANEOUS INCOME	-	-	-	-	-	-
REVENUE RE-INSURANCE CARRIER	150,958	314,944	10,000	251,352	251,352	-
Total Available	3,225,013	3,515,546	3,725,528	1,329,999	3,880,295	3,943,049
CONTRACTUAL SERVICES	13,085	6,490	18,550	5,000	13,600	13,650
SCHOOL & CONFERENCE	300	-	300	-	300	300
PREMIUM EXPENSE	463,262	465,907	515,000	229,765	465,000	500,000
CLAIMS EXPENSE	1,590,695	1,602,683	1,750,000	866,324	1,750,000	2,000,000
FLEXIBLE BENEFIT EXPENSES	12,519	10,925	10,000	9,223	10,000	10,000
TAX EXPENSE	15,025	9,801	775	-	846	950
Total Health Insurance	2,094,886	2,095,807	2,294,625	1,110,312	2,239,746	2,524,900
Accrual Adjustment	(4,110)	3,621				
Total Adjusted Expenditures	2,090,776	2,099,428	2,294,625	1,110,312	2,239,746	2,524,900
Cash Balance, September 30	1,134,237	1,416,118	1,430,903		1,640,549	1,418,149

**HEALTH INSURANCE FUND**

The Health Insurance Fund provides for the administration of the City's partially self-funded employee benefits program.

The City's fixed (premium) and variable (claims) expenses are run through this fund and are reimbursed on a per employee basis from both employee payroll deduction and transfers from other City funds.

Capital Improvements Budget - All Funds/Departments

Department	Project	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	Source of Funds
Administration	Network copier/printer		10,000					Capital Projects Fund
	Total	-	10,000	-	-	-	-	
BID	1st Avenue/Midwest Theater parking lot	16,000						Business Improvement District Fund
	2nd Ave & 17th Street parking lot	48,000						Business Improvement District Fund
	Total	64,000	-	-	-	-	-	
Cemetery	Mower	20,000						Cemetery Fund
	Excavator and backhoe	60,000						Cemetery Fund
	Utility Cart			9,000				Cemetery Fund
	Fence			2,500	2,500	2,500	2,500	Cemetery Fund
	Columbarium			20,000				Cemetery Fund
	Land Acquisition	500,000 *						Cemetery Perpetual Fund
	Total	580,000	-	31,500	2,500	2,500	2,500	
Economic Development	Development	2,500,000 *						Economic Development/LB840
	Total	2,500,000	-	-	-	-	-	
Emergency Management	Outdoor warning siren	28,000	30,000	32,000				Public Safety Fund
	Total	28,000	30,000	32,000	-	-	-	
Environmental Services	Transfer station	1,174,232						Environmental Services Fund
	Refuse truck	240,000	245,000	250,000	255,000	260,000	265,000	Environmental Services Fund
	Compost Facility Upgrades/Pad		500,500		260,000			Environmental Services Fund
	Total	1,414,232	745,500	250,000	515,000	260,000	265,000	
Fire	Air pack replacement	10,000	10,000	10,000	10,000	10,000	10,000	Mutual Fire Organization Fund
	Scuba equipment replacement	20,000						Mutual Fire Organization Fund
	E-Draulic Ram	5,000						Mutual Fire Organization Fund
	Bunker gear replacement	8,000	8,000	8,000	8,000	8,000	8,000	Public Safety Fund
	Training facility		1,000,000					Debt Service Fund
	Total	43,000	1,018,000	18,000	18,000	18,000	18,000	
KENO	Picnic Tables	5,000	5,000	5,000	5,000	5,000	5,000	KENO Fund
	Playground Equipment	35,000	35,000	35,000	35,000	35,000	35,000	KENO Fund
	Purchase trees - parks and soccer fields	5,000						KENO Fund
	Utility Vehicle - Riverside Campground	3,500						KENO Fund
	Scotts Bluff County Public Transit	3,736	3,736	3,736	3,736	3,736	3,736	KENO Fund
	Residential smoke detector program	500	500	500	500	500	500	KENO Fund
	Christmas/Special Collection books - Library	3,000	3,000	3,000	3,000	3,000	3,000	KENO Fund
	23 Club - engineering/design	60,400						KENO Fund
	Community Betterment Projects	10,000	17,764	17,764	17,764	17,764	17,764	KENO Fund
	Total	126,136	65,000	65,000	65,000	65,000	65,000	

Capital Improvements Budget - All Funds/Departments

Department	Project	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	Source of Funds
Industrial Sites	Development	50,000 *						Industrial Sites Fund
	Total	50,000	-	-	-	-	-	
Library	Server	12,000						General Fund/MIS
	Carpet reinstall	30,000						Capital Projects Fund
	LED lighting			18,000				Capital Projects Fund
	Network copier/printer		10,000					Capital Projects Fund
	Microfilm reader		8,000					Capital Projects Fund
	Total	42,000	18,000	18,000	-	-	-	
Parks	Pathway - Right of Way acquisition	50,000						General Fund/Parks
	Pathway - Construction	1,950,000						General Fund/Parks
	1 Wide Area Mower	65,000			130,000	65,000		Capital Projects Fund
	Utility Vehicle		13,000	13,000	13,000			Capital Projects Fund
	Pickup/1 ton			30,000				Capital Projects Fund
	72 Inch Mowers		80,000		105,000			Capital Projects Fund
	Total	2,065,000	93,000	43,000	248,000	65,000	-	
Police	Body Armor	10,000	11,000	11,000	12,000	12,000	13,000	Public Safety Fund
	Marked Patrol Cars (2)	100,000	100,000	100,000	110,000	110,000	110,000	Public Safety Fund
	Animal Control Vehicle replacement	25,000						Public Safety Fund
	Investigation Vehicle replacement	25,000						Public Safety Fund
	Total	160,000	111,000	111,000	122,000	122,000	123,000	
Stormwater	W 42nd Street Sewer Main (30% completion)	174,815						Stormwater Fund
	Total	174,815	-	-	-	-	-	
Transportation	W 42nd Street Sewer Main (30% completion)	803,443						Streets Fund
	2 Flatbed pickups	70,000						Streets Fund
	Concrete Saw	10,000						Streets Fund
	Street Sweeper	164,050	250,000					Streets Fund
	Front End Loader			200,000				Streets Fund
	Motor Grader				200,000			Streets Fund
	Loader					225,000		Streets Fund
	Total	1,047,493	250,000	200,000	200,000	225,000	-	
Water	Advanced Metering Infrastructure System	140,000						Water Fund
	Water Well Maintenance	35,000	35,000	35,000	35,000	35,000	35,000	Water Fund
	Remote Transmitting Unit Upgrades - Wells	22,000	22,000					Water Fund
	Pickup Truck(s)		35,000		36,000		36,000	Water Fund
	Water tower corrosion control			450,000		250,000		Water Fund
	Interconnection - City of Gering							Water Fund
	Airport Loop				155,000			Water Fund
	Total	197,000	92,000	485,000	226,000	285,000	71,000	

Capital Improvements Budget - All Funds/Departments

Department	Project	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	Source of Funds
Wastewater	W 42nd Street Sewer Main (10% completion)	45,400						Wastewater Fund
	Sewer reline - W 14th to W Ovid, Ave E&F	78,600						Wastewater Fund
	Treatment Plant Operations Equipment	25,000			82,000	50,000	300,000	Wastewater Fund
	Sewer camera van replacement	185,000						Wastewater Fund
	Compost pad cover		501,000					Wastewater Fund
	Sewer jet replacement		450,000					Wastewater Fund
	Replace pickup truck	35,000		35,000		35,000		Wastewater Fund
	Replace dump truck			95,000				Wastewater Fund
	Replace side slope riding mower			120,000				Wastewater Fund
	Irrigation pump installation	100,000						Wastewater Fund
Total		469,000	951,000	250,000	82,000	85,000	300,000	
Total Government-wide		8,960,676	3,383,500	1,503,500	1,478,500	1,127,500	844,500	

* Specific projects have yet to be identified. Funds are set aside for potential expenditures.



Proposed pedestrian bridge over Highway 26 at 2nd Avenue - Monument Valley Pathway

**2018-2019
STATE OF NEBRASKA
CITY/VILLAGE BUDGET FORM**

SCOTTSBLUFF
TO THE COUNTY BOARD AND COUNTY CLERK OF
SCOTTS BLUFF County

This budget is for the Period October 1, 2018 through September 30, 2019

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: <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:15%; border: 1px solid black; text-align: right;">\$</td> <td style="width:20%; border: 1px solid black; text-align: right;">1,140,592.51</td> <td style="border: none;">Property Taxes for Non-Bond Purposes ***</td> </tr> <tr> <td style="border: 1px solid black; text-align: right;">\$</td> <td style="border: 1px solid black; text-align: right;">827,245.03</td> <td style="border: none;">Principal and Interest on Bonds</td> </tr> <tr> <td style="border: 1px solid black; text-align: right;">\$</td> <td style="border: 1px solid black; text-align: right;">1,967,837.54</td> <td style="border: none;">Total Personal and Real Property Tax Required</td> </tr> </table> *** includes \$54,100 Business Improvement District <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:15%; border: 1px solid black; text-align: right;">\$</td> <td style="width:20%; border: 1px solid black; text-align: right;">885,989,875</td> <td style="border: none;">Total Certified Valuation (All Counties)</td> </tr> </table> (Certification of Valuation(s) from County Assessor MUST be attached)	\$	1,140,592.51	Property Taxes for Non-Bond Purposes ***	\$	827,245.03	Principal and Interest on Bonds	\$	1,967,837.54	Total Personal and Real Property Tax Required	\$	885,989,875	Total Certified Valuation (All Counties)	Projected Outstanding Bonded Indebtedness as of October 1, 2018 <i>(As of the Beginning of the Budget Year)</i> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:60%; border: none;">Principal</td> <td style="width:40%; border: 1px solid black; text-align: right;">\$ 6,405,000.00</td> </tr> <tr> <td style="border: none;">Interest</td> <td style="border: 1px solid black; text-align: right;">\$ 343,180.00</td> </tr> <tr> <td style="border: none;">Total Bonded Indebtedness</td> <td style="border: 1px solid black; text-align: right;">\$ 6,748,180.00</td> </tr> </table> 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, 2017 through June 30, 2018? ☒ YES ☐ NO If YES, Please submit Interlocal Agreement Report by September 20, 2018. 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, 2017 through June 30, 2018? ☐ YES ☒ NO If YES, Please submit Trade Name Report by September 20, 2018.	Principal	\$ 6,405,000.00	Interest	\$ 343,180.00	Total Bonded Indebtedness	\$ 6,748,180.00
\$	1,140,592.51	Property Taxes for Non-Bond Purposes ***																	
\$	827,245.03	Principal and Interest on Bonds																	
\$	1,967,837.54	Total Personal and Real Property Tax Required																	
\$	885,989,875	Total Certified Valuation (All Counties)																	
Principal	\$ 6,405,000.00																		
Interest	\$ 343,180.00																		
Total Bonded Indebtedness	\$ 6,748,180.00																		
County Clerk's Use ONLY																			
APA Contact Information	Submission 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	Budget Due by 9-20-2018 Submit budget to: 1. Auditor of Public Accounts -Electronically on Website or Mail 2. County Board (SEC. 13-508), C/O County Clerk																		

SCOTTSSLUFF in SCOTTSS BLUFF County

Line No.	Beginning Balances, Receipts, & Transfers	Actual 2016 - 2017 (Column 1)	Actual/Estimated 2017 - 2018 (Column 2)	Adopted Budget 2018 - 2019 (Column 3)
1	Net Cash Balance	\$ 2,290,989.00	\$ 1,742,714.00	\$ 2,314,548.00
2	Investments	\$ 25,171,549.00	\$ 26,296,211.00	\$ 26,500,000.00
3	County Treasurer's Balance	\$ 93,494.00	\$ 97,249.00	\$ 95,000.00
4	Beginning Balance Proprietary Function Funds (Only If Page 6 is Used)			\$ -
5	Subtotal of Beginning Balances (Lines 1 thru 4)	\$ 27,556,032.00	\$ 28,136,174.00	\$ 28,909,548.00
6	Personal and Real Property Taxes (Columns 1 and 2 - See Preparation Guidelines)	\$ 1,810,800.00	\$ 2,419,906.00	\$ 1,948,354.00
7	Federal Receipts	\$ 102,600.00	\$ 300,764.00	\$ -
8	State Receipts: Motor Vehicle Pro-Rate	\$ 6,856.00	\$ 6,900.00	\$ 6,900.00
9	State Receipts: MIRF	\$ -	\$ -	\$ -
10	State Receipts: Highway Allocation and Incentives	\$ 1,585,589.00	\$ 1,618,729.00	\$ 1,766,708.00
11	State Receipts: Motor Vehicle Fee	\$ 128,517.00	\$ 110,000.00	\$ 110,000.00
12	State Receipts: State Aid	\$ 2,497.00	\$ -	
13	State Receipts: Municipal Equalization Aid	\$ 69,462.00	\$ 77,392.00	\$ 73,169.00
14	State Receipts: Other	\$ 411,964.00	\$ 374,390.00	\$ 355,262.00
15	State Receipts: Property Tax Credit	\$ 77,891.00	\$ 40,152.00	
16	Local Receipts: Nameplate Capacity Tax	\$ -	\$ -	\$ -
17	Local Receipts: Motor Vehicle Tax	\$ 261,548.00	\$ 239,400.00	\$ 239,400.00
18	Local Receipts: Local Option Sales Tax	\$ 5,943,327.00	\$ 5,683,187.00	\$ 5,455,859.00
19	Local Receipts: In Lieu of Tax	\$ 106,220.00	\$ 105,600.00	\$ 105,600.00
20	Local Receipts: Other	\$ 15,179,188.00	\$ 18,114,923.00	\$ 16,461,898.00
21	Transfers In of Surplus Fees	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00
22	Transfers In Other Than Surplus Fees	\$ 3,551,809.00	\$ 3,689,421.00	\$ 3,717,994.00
23	Proprietary Function Funds (Only if Page 6 is Used)			\$ -
24	Total Resources Available (Lines 5 thru 23)	\$ 56,944,300.00	\$ 61,066,938.00	\$ 59,300,692.00
25	Total Disbursements & Transfers (Line 22, Pg 3, 4 & 5)	\$ 28,808,126.00	\$ 32,157,390.00	\$ 43,080,070.00
26	Balance Forward/Cash Reserve (Line 24 MINUS Line 25)	\$ 28,136,174.00	\$ 28,909,548.00	\$ 16,220,622.00
27	Cash Reserve Percentage			49%
PROPERTY TAX RECAP		Tax from Line 6		\$ 1,948,354.00
		County Treasurer's Commission at 1% of Line 6		\$ 19,483.54
		Total Property Tax Requirement		\$ 1,967,837.54

SCOTTSBLUFF in SCOTTS BLUFF 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	\$ 1,086,492.51
Bond Fund	\$ 827,245.03
Business Improvement Fund	\$ 54,100.00
_____ Fund	_____
Total Tax Request	** \$ 1,967,837.54

** 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
_____	_____
_____	_____
_____	_____
_____	_____
Total Special Reserve Funds	\$ -
Total Cash Reserve	\$ 16,220,622.00
Remaining Cash Reserve	\$ 16,220,622.00
Remaining Cash	_____

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:
Environmental Services	General
Amount: \$	54,000.00
Reason: Fund expenses for general services such as public safety, parks	

Transfer From:	Transfer To:
Wastewater	General
Amount: \$	54,000.00
Reason: Fund expenses for general services such as public safety, parks	

Transfer From:	Transfer To:
Water	General
Amount: \$	42,000.00
Reason: Fund expenses for general services such as public safety, parks	

SCOTTSBLUFF in SCOTTS BLUFF County

Line No.	2018-2019 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	\$ 3,525,660.00		\$ 12,000.00			\$ 3,537,660.00
3	Public Safety - Police and Fire	\$ 5,947,296.00		\$ 213,000.00			\$ 6,160,296.00
4	Public Safety - Other						\$ -
5	Public Works - Streets	\$ 2,447,367.00	\$ 867,443.00	\$ 244,050.00	\$ 879,343.00	\$ 52,000.00	\$ 4,490,203.00
6	Public Works - Other	\$ 343,099.00					\$ 343,099.00
7	Public Health and Social Services	\$ 201,596.00	\$ 500,000.00	\$ 80,000.00		\$ 210,000.00	\$ 991,596.00
8	Culture and Recreation	\$ 2,392,363.00	\$ 2,000,000.00				\$ 4,392,363.00
9	Community Development	\$ 3,011,721.00			\$ 483,950.00		\$ 3,495,671.00
10	Miscellaneous	\$ 5,178,700.00	\$ 50,000.00	\$ 100,000.00	\$ 694,244.00	\$ 3,333,994.00	\$ 9,356,938.00
11	Business-Type Activities:						
12	Airport						\$ -
13	Nursing Home						\$ -
14	Hospital						\$ -
15	Electric Utility						\$ -
16	Solid Waste	\$ 2,186,668.00	\$ 1,174,232.00	\$ 240,000.00		\$ 54,000.00	\$ 3,654,900.00
17	Transportation						\$ -
18	Wastewater	\$ 2,568,000.00	\$ 398,815.00	\$ 245,000.00	\$ 730,722.00	\$ 140,000.00	\$ 4,082,537.00
19	Water	\$ 2,299,807.00		\$ 197,000.00		\$ 78,000.00	\$ 2,574,807.00
20	Other						\$ -
21	Proprietary Function Funds (Page 6)					\$ -	\$ -
22	Total Disbursements & Transfers (Lns 2 thru 21)	\$ 30,102,277.00	\$ 4,990,490.00	\$ 1,331,050.00	\$ 2,788,259.00	\$ 3,867,994.00	\$ 43,080,070.00

- (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.

SCOTTSSLUFF in SCOTTSL BLUFF County

Line No.	2017-2018 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	\$ 3,012,265.00	\$ -	\$ -	\$ -	\$ -	\$ 3,012,265.00
3	Public Safety - Police and Fire	\$ 5,360,663.00	\$ -	\$ 494,908.00	\$ -	\$ -	\$ 5,855,571.00
4	Public Safety - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	Public Works - Streets	\$ 2,273,668.00	\$ 1,992,049.00	\$ 164,050.00	\$ 483,555.00	\$ 52,000.00	\$ 4,965,322.00
6	Public Works - Other	\$ 335,248.00	\$ -	\$ -	\$ -	\$ -	\$ 335,248.00
7	Public Health and Social Services	\$ 195,068.00	\$ -	\$ -	\$ -	\$ 130,000.00	\$ 325,068.00
8	Culture and Recreation	\$ 2,389,404.00	\$ -	\$ 16,608.00	\$ -	\$ -	\$ 2,406,012.00
9	Community Development	\$ 2,169,427.00	\$ -	\$ -	\$ 474,470.00	\$ -	\$ 2,643,897.00
10	Miscellaneous	\$ 467,645.00	\$ -	\$ 229,626.00	\$ 692,171.00	\$ 3,385,421.00	\$ 4,774,863.00
11	Business-Type Activities:						
12	Airport	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	Nursing Home	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14	Hospital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Electric Utility	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16	Solid Waste	\$ 2,068,371.00	\$ -	\$ 20,000.00	\$ -	\$ 54,000.00	\$ 2,142,371.00
17	Transportation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	Wastewater	\$ 1,579,749.00	\$ 871,773.00	\$ 51,357.00	\$ 645,890.00	\$ 140,000.00	\$ 3,288,769.00
19	Water	\$ 1,557,756.00	\$ 645,933.00	\$ 126,315.00	\$ -	\$ 78,000.00	\$ 2,408,004.00
20	Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	Proprietary Function Funds					\$ -	\$ -
22	Total Disbursements & Transfers (Ln 2 thru 21)	\$ 21,409,264.00	\$ 3,509,755.00	\$ 1,102,864.00	\$ 2,296,086.00	\$ 3,839,421.00	\$ 32,157,390.00

- (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.

SCOTTSDLUFF in SCOTTSDLUFF County

Line No.	2016-2017 ACTUAL Disbursements & Transfers	Operating Expenses (A)	Capital Improvements (B)	Other Capital Outlay (C)	Debt Service (D)	Other (E)	TOTAL
1	Governmental:						
2	General Government	\$ 2,706,744.00	\$ -	\$ 10,431.00	\$ -	\$ -	\$ 2,717,175.00
3	Public Safety - Police and Fire	\$ 5,114,668.00	\$ -	\$ 125,996.00	\$ 58,794.00	\$ -	\$ 5,299,458.00
4	Public Safety - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	Public Works - Streets	\$ 1,846,101.00	\$ 511,914.00	\$ 137,689.00	\$ 723,774.00	\$ 52,070.00	\$ 3,271,548.00
6	Public Works - Other	\$ 689,758.00	\$ -	\$ -	\$ 20,266.00	\$ 7,000.00	\$ 717,024.00
7	Public Health and Social Services	\$ 187,747.00	\$ -	\$ 17,000.00	\$ -	\$ 130,000.00	\$ 334,747.00
8	Culture and Recreation	\$ 2,302,046.00	\$ 8,538.00	\$ 612.00	\$ -	\$ -	\$ 2,311,196.00
9	Community Development	\$ 1,737,053.00	\$ 340,418.00	\$ -	\$ 169,933.00	\$ -	\$ 2,247,404.00
10	Miscellaneous	\$ 824,365.00	\$ 40,187.00	\$ 33,931.00	\$ 1,029,310.00	\$ 3,240,529.00	\$ 5,168,322.00
11	Business-Type Activities:						
12	Airport	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	Nursing Home	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14	Hospital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Electric Utility	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16	Solid Waste	\$ 2,045,734.00	\$ -	\$ 188,673.00	\$ -	\$ 54,070.00	\$ 2,288,477.00
17	Transportation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	Wastewater	\$ 1,437,679.00	\$ 204,495.00	\$ 56,478.00	\$ 645,891.00	\$ 140,070.00	\$ 2,484,613.00
19	Water	\$ 1,499,419.00	\$ 367,749.00	\$ 22,924.00	\$ -	\$ 78,070.00	\$ 1,968,162.00
20	Other	\$ -	\$ -	\$ -	\$ -		\$ -
21	Proprietary Function Funds						\$ -
22	Total Disbursements & Transfers (Ln 2 thru 21)	\$ 20,391,314.00	\$ 1,473,301.00	\$ 593,734.00	\$ 2,647,968.00	\$ 3,701,809.00	\$ 28,808,126.00

(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.

2018-2019 SUMMARY OF PROPRIETARY FUNCTION FUNDS

NOTE: COMPLETE THIS PAGE ONLY IF A SEPARATE PROPRIETARY FUNCTION FUND BUDGET IS FILED WITH THE CLERK OF THE MUNICIPALITY.

THIS SPACE FOR USE OF PROPRIETARY FUNCTION FUNDS ONLY

Funds (List)	Beginning Balance	Total Budget of Receipts	Total Budget of Disbursements	Cash Reserve
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL	\$ - (Forward to Page 2, Line 4)	\$ - (Forward to Page 2, Line 23)	\$ - (Forward to Page 3, Line 21)	\$ -

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 Scottsbluff
ADDRESS	2525 Circle Drive
CITY & ZIP CODE	Scottsbluff, NE 69361
TELEPHONE	308-633-3796
WEBSITE	www.scottsbluff.org

	<u>BOARD CHAIRPERSON</u>	<u>CLERK/TREASURER/SUPERINTENDENT/OTHER</u>	<u>PREPARER</u>
NAME	Randy Meininger	Elizabeth Hilyard	Elizabeth Hilyard
TITLE /FIRM NAME	Mayor	Director of Finance	
TELEPHONE		308-633-3796	
EMAIL ADDRESS		ehilyard@scottsbluff.org	

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

SCOTTSDLUFF in SCOTTSDLUFF County

2018-2019 LID SUPPORTING SCHEDULE

Calculation of Restricted Funds

Total Personal and Real Property Tax Requirements	(1)	\$	1,967,837.54
Motor Vehicle Pro-Rate	(2)	\$	6,900.00
In-Lieu of Tax Payments	(3)	\$	105,600.00
Prior Year Budgeted Capital Improvements that were excluded from Restricted Funds.			
Prior Year Capital Improvements Excluded from Restricted Funds (From 2017-2018 Lid Support, Line (17))		\$	-
LESS: Amount Spent During 2017-2018	(5)	\$	-
LESS: Amount Expected to be Spent in Future Budget Years	(6)	\$	-
Amount to be included as Restricted Funds (Cannot Be A Negative Number)	(7)	\$	-
Motor Vehicle Tax	(8)	\$	239,400.00
Local Option Sales Tax	(9)	\$	5,455,859.00
Transfers of Surplus Fees	(10)	\$	150,000.00
Highway Allocation and Incentives	(11)	\$	1,766,708.00
MIRF	(12)	\$	-
Motor Vehicle Fee	(13)	\$	110,000.00
Municipal Equalization Fund	(14)	\$	73,169.00
Insurance Premium Tax	(15)	\$	-
Nameplate Capacity Tax	(15a)	\$	-
TOTAL RESTRICTED FUNDS (A)	(16)	\$	9,875,473.54

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>)				
Agrees to Line (6).		\$	-	(18)
Allowable Capital Improvements	(19)	\$	-	
Bonded Indebtedness	(20)	\$	827,245.03	
Public Facilities Construction Projects (Statutes 72-2301 to 72-2308)	(21)			
Interlocal Agreements/Joint Public Agency Agreements	(22)	\$	442,994.00	
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)	\$	1,270,239.03	

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

\$ 8,605,234.51

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

SCOTTSLUFF
IN
SCOTT BLUFF County

COMPUTATION OF LIMIT FOR FISCAL YEAR 2018-2019

PRIOR YEAR RESTRICTED FUNDS AUTHORITY OPTION 1 OR OPTION 2

OPTION 1

2017-2018 Restricted Funds Authority (Base Amount) = Line (8) from last year's Lid Form

14,852,674.03
Option 1 - (1)

OPTION 2 - *Only use if a vote was taken at a townhall meeting to exceed Lid for one year*

Line (1) of 2017-2018 Lid Computation Form

Option 2 - (A)

Allowable Percent Increase **Less** Vote Taken
(From 2017-2018 Lid Computation Form Line (6) - Line (5))

Option 2 - (B) %

Dollar Amount of Allowable Increase Excluding the vote taken
Line (A) X Line (B)

Option 2 - (C)

Calculated 2017-2018 Restricted Funds Authority (Base Amount) =
Line (A) **Plus** Line (C)

Option 2 - (1)

ALLOWABLE INCREASES

1 BASE LIMITATION PERCENT INCREASE (2.5%)

2.50 %
(2)

2 ALLOWABLE GROWTH PER THE ASSESSOR MINUS 2.5%

- %
(3)

$$\frac{7,950,425.00}{2018 \text{ Growth per Assessor}} \div \frac{875,618,730.00}{2017 \text{ Valuation}} = \frac{0.91}{\text{Multiply times 100 To get \%}} \%$$

3 ADDITIONAL ONE PERCENT COUNCIL/BOARD APPROVED INCREASE

1.00 %
(4)

$$\frac{5}{\# \text{ of Board Members voting "Yes" for Increase}} \div \frac{5}{\text{Total \# of Members in Governing Body at Meeting}} = \frac{100.00}{\text{Must be at least 75\% (.75) of the Governing Body}} \%$$



ATTACH A COPY OF THE BOARD MINUTES APPROVING THE INCREASE.

**4 SPECIAL ELECTION/TOWNHALL MEETING - VOTER
APPROVED % INCREASE**

%
(5)

Please Attach Ballot Sample and Election Results OR Record of Action From Townhall Meeting

SCOTTSBLUFF
IN
SCOTTS BLUFF County

**LINE (10) MUST BE GREATER THAN OR EQUAL TO ZERO OR
YOU ARE IN VIOLATION OF THE LID LAW.**

THE AMOUNT OF UNUSED RESTRICTED FUNDS AUTHORITY ON LINE (10)
MUST BE PUBLISHED IN THE NOTICE OF BUDGET HEARING.

Municipality Levy Limit Form

SCOTTSBLUFF in SCOTTS BLUFF County

Political Subdivision	Personal and Real Property Tax Request (Column A)	Judgments (Not Paid by Liability Insurance) (Column B)	Pre-Existing Lease - Purchase Contracts-7/98 (Column C)	* Bonded Indebtedness (Column D)	Interest Free Financing (Public Airports) (Column E)	Tax Request Subject to Levy Limit (Column F) [(Column A) MINUS (Columns B, C, D, E)]	Valuation (Column G)	Calculated Levy (Column H) [(Column F) DIVIDED BY (Column G) MULTIPLIED BY 100]
City/Village -	1,913,737.54					1,913,737.54	885,989,875	0.216000

Others subject to allocation-

						-		-
						-		-
						-		-
						-		-

Off-Street Parking District	54,100.00					54,100.00	29,901,850	
-----------------------------	-----------	--	--	--	--	-----------	------------	--

Calculated Levy for Off-Street Parking District = (Column F) **DIVIDED BY** (Column G) **MULTIPLIED BY 100 MULTIPLIED BY** (Column G) **DIVIDED BY** (Column G {City/Village Line})

0.006106

NOTE:

Municipality Levy Limit is 45 cents plus 5 cents for interlocal agreements. (77-3442)

Total Calculated Levy can ONLY be greater than 45 cents if there is Interlocal Agreements.

The Calculated Levy for Interlocal Agreements should be the maximum of **5 cents OR LESS**.

Others subject to allocation may include airport authorities, community redevelopment authorities, off-street parking districts, and transit authorities.

Total Calculated Levy
[Total of (Column H)]

0.222106

(Box 1)

Tax Request to Support Interlocal Agreements

442,994.00

(Box 2)

Calculated Levy for Interlocal Agreements
[(Box 2) **DIVIDED BY** (Column G {City/Village Line})
MULTIPLIED BY 100]

0.050000

(Box 3)

5 Cents or LESS

*Tax Request to Support Public Safety
Communication Projects

(Box 5)

Calculated Levy For Levy Limit Compliance
[(Box 1) **MINUS** (Box 3)]

0.172106

(Box 4)

*Tax Request to Support Public Facilities
Construction Projects

(Box 6)

* 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 in Bonded Indebtedness above. Please indicate the amount special taxes must be included.

SCOTTSBLUFF in SCOTTS BLUFF County

2018-2019 CAPITAL IMPROVEMENT LID EXEMPTIONS

Description of Capital Improvement

Amount Budgeted

DRAFT COPY

REPORT OF JOINT PUBLIC AGENCY AND INTERLOCAL AGREEMENTS

REPORTING PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018

SCOTTSBLUFF

SCOTTS BLUFFCounty

SUBDIVISION NAME		COUNTY	Amount Used as Lid Exemption (Column 4)
Parties to Agreement (Column 1)	Agreement Period (Column 2)	Description (Column 3)	
League Association of Risk Management	09/30/2018-09/30/2019	risk management services and insurance coverage	\$ 442,994.00
City of Norfolk, City of Columbus, Northeast Community College	09/04/2007 (perpetual)	Library One Commission - unified catalog of library resources and materials request/delivery system	
City of Terrytown	09/30/18-09/30/19 (annual renewal)	paint striping, electrical/building inspections	
City of Terrytown	11/06/1997 (annual renewal)	wastewater reclamation/sewer treatment	
City of Gering	07/02/2007 (perpetual)	solid waste disposal/new landfill agreement	
Scotts Bluff County, City of Gering, Terrytown, Banner County, Other small nearby communities	02/07/2008 (perpetual)	Emergency management services for Region 22	
Scotts Bluff County, City of Gering	07/01/2010-06/30/2019	Ambulance services	
Scotts Bluff County Surveyor	01/01/1997 (perpetual)	GIS information sharing/mapping	
City of Terrytown, Mitchell, Minatare, Gering, Village of Melbeta, Henry, McGrew, Morrill, Lyman, Scb County	Indefinite	Police services	
Scotts Bluff County	Indefinite	WING Drug Task Force	
City of Gering, Scotts Bluff County	annual renewal	vehicle storage - police/sheriff	
NE State Patrol	Indefinite	highway patrol, public safety	
NPAIT	Indefinite	Investment Trust	
US Dept of Homeland Security	Indefinite	National Incident Management System (NIMS)	
City of Minatare	perpetual	water utility/supply	
Village of Melbeta, Morrill, City of Terrytown, Bayard, SID #8 & #4A	3 years, expires 03/04/2019	sewer line cleaning	
SID #8	3 years, expires 03/04/2020	replacement, painting, maintenance - fire hydrants	

Total Amount used as Lid Exemption

\$ 442,994.00

REPORTING PERIOD JULY 1, 2017 THROUGH JUNE 30, 2018

SCOTTS BLUFFCounty

COUNTY

DRAFT COPY

**CERTIFICATION OF TAXABLE VALUE
And VALUE ATTRIBUTABLE TO GROWTH**

*{format for all political subdivisions other than
a) sanitary improvement districts in existence five years or less, and
b) community colleges, and c) school districts}*

TAX YEAR 2018

{certification required on or before August 20th, of each year}

**TO: CITY OF SCOTTSBLUFF
ATTN CITY ADMINISTRATOR
2525 CIRCLE DR
SCOTTSBLUFF, NE. 69361**

TAXABLE VALUE LOCATED IN THE COUNTY OF: SCOTTS BLUFF

Name of Political Subdivision	Subdivision Type (e.g. city, fire, NRD)	Value attributable to Growth	Total Taxable Value
SCOTTSBLUFF	City/Village	7,950,425	885,989,875

**Value attributable to growth is determined pursuant to section 13-518 which includes real and personal property and annexation, if applicable.*

I AMY RAMOS, SCOTTS BLUFF County Assessor hereby certify that the valuation listed herein is, to the best of my knowledge and belief, the true and accurate taxable valuation for the current year, pursuant to Neb. Rev. Stat. §13-509 and §13-518.


(signature of county assessor)

8-10-18
(date)

CC: County Clerk, SCOTTS BLUFF County

CC: County Clerk where district is headquarter, if different county, _____ County

Note to political subdivision: A copy of the Certification of Value must be attached to the budget document.

Guideline form provided by Nebraska Dept. of Revenue Property Assessment Division, Rev. 07/2010

**CERTIFICATION OF TAXABLE VALUE
And VALUE ATTRIBUTABLE TO GROWTH**

*{format for all political subdivisions other than
a) sanitary improvement districts in existence five years or less, and
b) community colleges, and c) school districts}*

TAX YEAR 2018

{certification required on or before August 20th, of each year}

**TO: SCOTTSBLUFF PARKING DISTRICT
ATTN CITY ADMINISTRATOR
2525 CIRCLE DR
SCOTTSBLUFF, NE. 69361**

TAXABLE VALUE LOCATED IN THE COUNTY OF: SCOTTS BLUFF

Name of Political Subdivision	Subdivision Type (e.g. city, fire, NRD)	Value attributable to Growth	Total Taxable Value
SCB PARKING DIST	Misc-District	733,449	29,901,850

**Value attributable to growth is determined pursuant to section 13-518 which includes real and personal property and annexation, if applicable.*

I AMY RAMOS, SCOTTS BLUFF County Assessor hereby certify that the valuation listed herein is, to the best of my knowledge and belief, the true and accurate taxable valuation for the current year, pursuant to Neb. Rev. Stat. §13-509 and §13-518.


(signature of county assessor)

8-10-18
(date)

CC: County Clerk, SCOTTS BLUFF County

CC: County Clerk where district is headquarter, if different county, _____ County

Note to political subdivision: A copy of the Certification of Value must be attached to the budget document.

Guideline form provided by Nebraska Dept. of Revenue Property Assessment Division, Rev. 07/2010

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Pub. Hear.2

Council to consider a Resolution setting the final tax request for the 2018-2019 year at a different amount than the prior year request.

Staff Contact: Nathan Johnson, City Manager

RESOLUTION NO. _____

WHEREAS, Nebraska Revised Statute 77-1601.02 provides that the property tax request for the prior year shall be the property tax request for the current year for purposes of the levy set by the County Board of Equalization unless the Governing Body of the City of Scottsbluff passes by a majority vote a resolution or ordinance setting the tax request at a different amount; and

WHEREAS, a special public hearing was held as required by law to hear and consider comments concerning the property tax request; and

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

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

1. The 2018-2019 property tax request be set at \$1,913,738 for the City of Scottsbluff.
2. The 2018-2019 property tax request be set at \$54,100 for the Business Improvement District.
3. A copy of this resolution be certified and forwarded to the County Clerk on or before October 12, 2018.

PASSED AND APPROVED this ____ day of _____, 2018.

Mayor

ATTEST:

City Clerk (seal)

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Pub. Hear.3

Council to conduct a public hearing for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to the FY 2018-2019 budget.

Staff Contact: Nathan Johnson, City Manager

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Pub. Hear.4

Council to consider an Ordinance adopting the budget statement to be termed the annual appropriation bill for FY 2018-2019.

Staff Contact: Nathan Johnson, City Manager

ORDINANCE NO. _____

AN ORDINANCE TO ADOPT THE BUDGET STATEMENT TO BE TERMED THE ANNUAL APPROPRIATION BILL; TO APPROPRIATE SUMS FOR NECESSARY EXPENSES AND LIABILITIES; TO PROVIDE FOR AN EFFECTIVE DATE.

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

1. That after complying with all procedures required by law, the budget presented and set forth in the budget statement is approved as the Annual Appropriation Bill for the fiscal year beginning October 1, 2018 through September 30, 2019. All sums of money contained in the budget statement are appropriated for the necessary expenses and liabilities of the City of Scottsbluff.

2. The Council determines that it is necessary to exceed the allowable growth for restricted funds for the next fiscal year by an additional one percent as permitted under §13-519 of the Nebraska statutes, and as approved by at least 75% of the Council.

3. A copy of the budget document shall be forwarded as provided by law to the Auditor of Public Accounts, State Capitol, Lincoln, Nebraska, and to the County Clerk of Scotts Bluff County, Nebraska, for use by the levying authority.

4. This Ordinance shall become effective upon its passage, approval and publication as provided by law.

PASSED AND APPROVED on _____, 2018.

Mayor

Attest:

City Clerk (Seal)

Approved as to form:

Deputy City Attorney

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Pub. Hear.5

Council to conduct a public hearing as scheduled for this date at 6:00 p.m. to consider a Class I Liquor License for La Musica, LLC dba El Baile Nightclub, 705 East Overland, Scottsbluff, NE.

Staff Contact: Kim Wright, City Clerk

Agenda Statement

Item No.

For meeting of: September 4, 2018

AGENDA TITLE: Council to hold a public hearing as advertised for this date at 6:00 p.m. for a Class I Liquor License for La Musica, LLC dba El Baile Nightclub.

SUBMITTED BY DEPARTMENT/ORGANIZATION: Administration

PRESENTATION BY: Applicant

SUMMARY EXPLANATION:

BOARD/COMMISSION RECOMMENDATION:

STAFF RECOMMENDATION: Conduct the public hearing and consider a recommendation to the Nebraska Liquor Commission either approving or denying said application.

EXHIBITS

Resolution ☐

Ordinance ☐

Contract ☐

Minutes ☐

Plan/Map ☐

Other (specify) ☐ Application, Memorandums, Exhibits

Exhibit #1 – Applications of La Musica, LLC dba El Baile Nightclub.

Exhibit #2 – City Council Check List for Neb. Rev. Stat. §53-132 Cum Supp 2016

Exhibit #3 – Written Statement of Police Chief

Exhibit #4 – Written Statement of City Clerk

Exhibit #5 – Written Statement of City Planner

NOTIFICATION LIST: Yes ☒ No ☐ Further Instructions ☐

Susano Morales Lopez and Jose M. Carrillo



APPLICATION FOR LIQUOR LICENSE CHECKLIST - RETAIL

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MAIL SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.lcc.nebraska.gov

RECEIVED	
JUL 13 2018	
NEBRASKA LIQUOR CONTROL COMMISSION	
Hot List: YES/NO	New/Replacing #
Class Type <u>I</u>	122641 Initial <u>BH</u>

Applicant name Jose Manuel Carrillo La Musica LLC

Trade name El Baile Nightclub

Previous trade name _____

Contact email address elbailenightclub@gmail.com

Provide all the items requested. Failure to provide any item will cause this application to be returned or placed on hold. All documents must be legible. Any false statement or omission may result in the denial, suspension, cancellation or revocation of your license. If your operation depends on receiving a liquor license, the Nebraska Liquor Control Commission cautions you that if you purchase, remodel, start construction, spend or commit money that you do so at your own risk. Prior to submitting your application review the application carefully to ensure that all sections are complete, and that any omissions or errors have not been made. You may want to check with the city/village or county clerk, where you are making application, to see if any additional requirements must be met before submitting application to the Nebraska Liquor Control Commission.

✓ * Form 100 Page 8 Sig
✓ * BC/Passport
✓ * Lease/Deed
✓ * Diagram
* (SSN, ph#)

No Fees Submitted 7-13-18

Passport 7-18-18



1800009201

**APPLICATION FOR LIQUOR LICENSE
RETAIL**

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MALL SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.leg.nebraska.gov

RECEIVED

JUL 13 2018

**NEBRASKA LIQUOR
CONTROL COMMISSION****CLASS OF LICENSE FOR WHICH APPLICATION IS MADE AND FEES
CHECK DESIRED CLASS****RETAIL LICENSE(S)**Application Fee \$400 (nonrefundable)

- ☐ A BEER, ON SALE ONLY
☐ B BEER, OFF SALE ONLY
☐ C BEER, WINE, DISTILLED SPIRITS, ON AND OFF SALE
☐ D BEER, WINE, DISTILLED SPIRITS, OFF SALE ONLY
☒ I BEER, WINE, DISTILLED SPIRITS, ON SALE ONLY
☐ J LIMITED ALCOHOLIC LIQUOR, OFF SALE - MUST INCLUDE SUPPLEMENTAL FORM 120
☐ AB BEER, ON AND OFF SALE
☐ AD BEER ON SALE ONLY, BEER, WINE, DISTILLED SPIRITS OFF SALE
☐ IB BEER, WINE, DISTILLED SPIRITS ON SALE, BEER OFF SALE ONLY

☐ Class K Catering license (requires catering application form 106) \$100.00

Additional fees will be assessed at city/village or county level when license is issued

Class C license term runs from November 1 - October 31

All other licenses run from May 1 - April 30

Catering license (K) expires same as underlying retail license

CHECK TYPE OF LICENSE FOR WHICH YOU ARE APPLYING

- ☐ Individual License (requires insert 1 _____)
☐ Partnership License (requires insert 2 _____)
☐ Corporate License (requires insert 3a _____ & 3c _____)
☒ Limited Liability Company (LLC) (requires form 3b _____ & 3c _____)

NAME OF ATTORNEY OR FIRM ASSISTING WITH APPLICATION (if applicable)

Commission will call this person with any questions we may have on this application

Name Marilyn Morales Phone number 970-301-9745

Firm Name _____

PREMISES INFORMATIONTrade Name (doing business as) El Baile NightclubStreet Address #1 705 E Overland

Street Address #2 _____

City ScottsbluffCounty ScottsbluffZip Code ~~69123~~ 69361Premises Telephone number 970-534-9714Business e-mail address elbailenightclub@gmail.com

Is this location inside the city/village corporate limits:

YES

☒

NO

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

Name Susana Morales LopezStreet Address #1 124 23rd Ave Ct

Street Address #2 _____

City GreeleyState COZip Code 80631**DESCRIPTION AND DIAGRAM OF THE STRUCTURE TO BE LICENSED****READ CAREFULLY**

In the space provided or on an attachment draw the area to be licensed. This should include storage areas, basement, outdoor area, sales areas and areas where consumption or sales of alcohol will take place. If only a portion of the building is to be covered by the license, you must still include dimensions (length x width) of the licensed area as well as the dimensions of the entire building. No blue prints please. Be sure to indicate the direction north and number of floors of the building.

****For on premises consumption liquor licenses minimum standards must be met by providing at least two restrooms**

Building: length 110 x width 75 in feet

Is there a basement?

Yes _____

No ☒

If yes, length _____ x width _____ in feet

Is there an outdoor area?

Yes _____

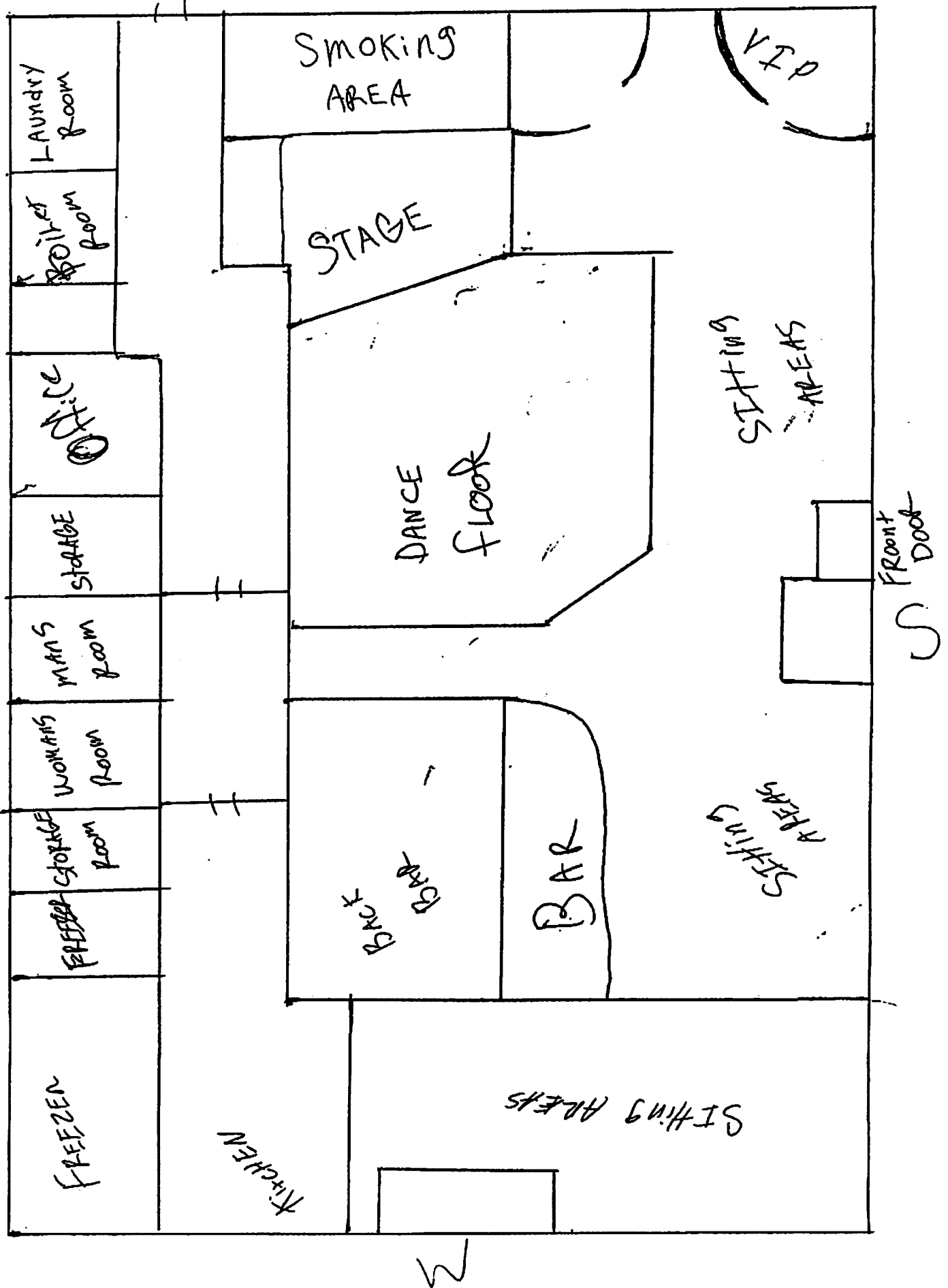
No ☒

If yes, length _____ x width _____ in feet

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

One story

N



APPLICANT INFORMATION**1. READ CAREFULLY. ANSWER COMPLETELY AND ACCURATELY §53-125(5)**

Has anyone who is a party to this application, or their spouse, EVER been convicted of or plead guilty to any charge. Charge means any charge alleging a felony, misdemeanor, violation of a federal or state law; a violation of a local law, ordinance or resolution. List the nature of the charge, where the charge occurred and the year and month of the conviction or plea. Also list any charges pending at the time of this application. If more than one party, please list charges by each individual's name. Include traffic violations. Commission must be notified of any arrests and/or convictions that may occur after the date of signing this application.

 YES X NO

If yes, please explain below or attach a separate page

Name of Applicant	Date of Conviction (mm/yyyy)	Where Convicted (city & state)	Description of Charge	Disposition

2. Are you buying the business of a current retail liquor license?

 YES X NO

If yes, give name of business and liquor license number _____

a) Submit a copy of the sales agreement

b) Include a list of alcohol being purchased, list the name brand, container size and how many

c) Submit a list of the furniture, fixtures and equipment

3. Was this premise licensed as liquor licensed business within the last two (2) years?

 YES X NO

If yes, give name and license number _____

4. Are you filing a temporary operating permit (TOP) to operate during the application process?

 YES X NO

If yes:

a) Attach temporary operating permit (TOP) (Form 1-5)

b) TOP will only be accepted at a location that currently holds a valid liquor license.

5. Are you borrowing any money from any source, include family or friends, to establish and/or operate the business?

☒ YES ☐ NO

If yes, list the lender(s) First National Bank

6. Will any person or entity, other than applicant, be entitled to a share of the profits of this business?

☒ YES ☐ NO

If yes, explain. (all involved persons must be disclosed on application)

Susano Morales

No silent partners

7. Will any of the furniture, fixtures and equipment to be used in this business be owned by others?

☒ YES ☐ NO

If yes, list such item(s) and the owner. Building, Furniture - Susano Morales

8. Is premises to be licensed within 150 feet of a church, school, hospital, home for the aged or indigent persons or for veterans, their wives, and children, or within 300 feet of a college or university campus?

☐ YES ☒ NO

If yes, provide name and address of such institution and where it is located in relation to the premises (Neb. Rev. Stat. §3-177(1))

Provide letter of support or opposition, see FORM 134 - church or FORM 135 - campus

9. Is anyone listed on this application a law enforcement officer?

☐ YES ☒ NO

If yes, list the person, the law enforcement agency involved and the person's exact duties.

10. List the primary bank and/or financial institution (branch if applicable) to be utilized by the business.

a) List the individual(s) who will be authorized to write checks and/or withdrawals on accounts at this institution.

First National Bank - Susano Morales

11. List all past and present liquor licenses held in Nebraska or any other state by any person named in this application. Include license holder name, location of license and license number. Also list reason for termination of any license(s) previously held.

Susano Morales - Colorado - 4703963

12. List the alcohol related training and/or experience (when and where) of the person(s) making application. Those persons required are listed as followed:

- Individual: Applicant and spouse; spouse is exempt if they filed Form 116 – Affidavit of Non-Participation.
- Partnership: All partners and spouses, spouses are exempt if they filed Form 116 – Affidavit of Non-Participation.
- Limited Liability Company: All member of LLC, Manager and all spouses; spouses are exempt if they filed Form 116 – Affidavit of Non-Participation.
- Corporation: President, Stockholders holding 25% or more of shares, Manager and all spouses; spouses are exempt if they filed Form 116 – Affidavit of Non-Participation.

NLCC certified training program completed:

Applicant Name	Date (mm/yyyy)	Name of program (attach copy of course completion certificate)

List of NLCC certified training program

Experience:

Applicant Name/Job Title	Date of Employment	Name & Location of Business

13. If the property for which this license is sought is owned, submit a copy of the deed, or proof of ownership. If leased, submit a copy of the lease covering the entire license year. Documents must show title or lease held in name of applicant as owner or lessee in the individual(s) or corporate name for which the application is being filed.

☒ Lease: expiration date 8-1-2028
☐ Deed
☒ Purchase Agreement

14. When do you intend to open for business? August 2018

15. What will be the main nature of business? Nightclub

16. What are the anticipated hours of operation? Saturday 8PM to 2AM

17. List the principal residence(s) for the past 10 years for all persons required to sign, including spouses.

RESIDENCES FOR THE PAST 10 YEARS, APPLICANT AND SPOUSE MUST COMPLETE					
APPLICANT: CITY & STATE	YEAR		SPOUSE: CITY & STATE	YEAR	
	FROM	TO		FROM	TO
<u>69330 424 G St Bridgeport NE</u>	<u>2010</u>	<u>2011</u>	<u>516 J St Bridgeport NE</u>	<u>2018</u>	<u>2018</u>
<u>1013 O St Bridgeport NE 69330</u>	<u>2011</u>	<u>2018</u>	<u>1119 Q St Bridgeport NE</u>	<u>2017</u>	<u>2018</u>
<u>1018 Hwy 385 Bridgeport NE</u>	<u>2017</u>	<u>2018</u>	<u>424 G St Bridgeport NE</u>	<u>2010</u>	<u>2011</u>
<u>1110 1/2 P St Bridgeport</u>	<u>2018</u>	<u>2018</u>	<u>1013 O St Bridgeport NE</u>	<u>2011</u>	<u>2017</u>

If necessary attach a separate sheet.

The undersigned applicant(s) hereby consent(s) to an investigation of his/her background and release present and future records of every kind and description including police records, tax records (State and Federal), and bank or lending institution records, and said applicant(s) and spouse(s) waive(s) any right or causes of action that said applicant(s) or spouse(s) may have against the Nebraska Liquor Control Commission, the Nebraska State Patrol, and any other individual disclosing or releasing said information. Any documents or records for the proposed business or for any partner or stockholder that are needed in furtherance of the application investigation of any other investigation shall be supplied immediately upon demand to the Nebraska Liquor Control Commission or the Nebraska State Patrol. The undersigned understand and acknowledge that any license issued, based on the information submitted in this application, is subject to cancellation if the information contained herein is incomplete, inaccurate or fraudulent.

Individual applicants agree to supervise in person the management and operation of the business and that they will operate the business authorized by the license for themselves and not as an agent for any other person or entity. Corporate applicants agree the approved manager will superintend in person the management and operation of the business. Partnership applicants agree one partner shall superintend the management and operation of the business. All applicants agree to operate the licensed business within all applicable laws, rules, regulations, and ordinances and to cooperate fully with any authorized agent of the Nebraska Liquor Control Commission.

Applicant Notification and Record Challenge: Your fingerprints will be used to check the criminal history records of the FBI. You have the opportunity to complete or challenge the accuracy of the information contained in FBI Identification record. The procedures for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CPR, 16.34.

Must be signed in the presence of a notary public by applicant(s) and spouse(s). See guideline for required signatures

SUSANO MORALES.
Signature of Applicant

SUSANO MORALES.
Print Name

Signature of Applicant

Print Name

RECEIVED

Signature of Spouse

JUL 19 2018

Print Name NEBRASKA LIQUOR
CONTROL COMMISSION

Signature of Spouse

Print Name

ACKNOWLEDGEMENT

State of Nebraska
County of Scotts Bluff

The foregoing instrument was acknowledged before me this

July 18, 2018 by Susano Morales
date name of person(s) acknowledged (individual(s) signing)

[Signature]
Notary Public signature

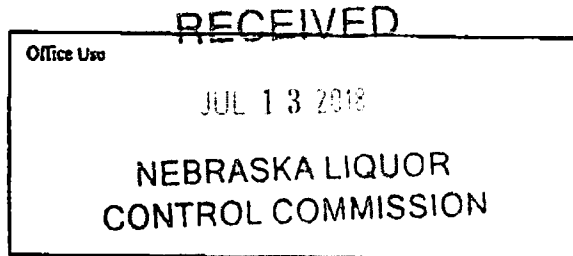


In compliance with the ADA, this application is available in other formats for persons with disabilities.
A ten day advance period is required in writing to produce the alternate format.

FORM 100
REV FEB 2017
PAGE 8

**APPLICATION FOR LIQUOR LICENSE
LIMITED LIABILITY COMPANY (LLC)
INSERT - FORM 3b**

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MALL SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.lcc.nebraska.gov



All members including spouse(s), are required to adhere to the following requirements:

- 1) All members spouse(s) must be listed
- 2) Managing/Contact member and all members holding over 25% interest and their spouse(s) (if applicable) must submit fingerprints. See Form 147 for further information, this form MUST be included with your application.
- 3) Managing/Contact member and all members holding over 25 % shares of stock and their spouse (if applicable) must sign the signature page of the Application for License form 100 (even if a spousal affidavit has been submitted)

Attach copy of Articles of Organization (must show electronic stamp or barcode receipt by Secretary of States office)

Name of Registered Agent: Jose Carrillo

Name of Limited Liability Company that will hold license as listed on the Articles of Organization

La Musica LLC

LLC Address: 705 E Overland

City: Scottsbluff State: NE Zip Code: 69361

LLC Phone Number: (970) 534 - 9714 LLC Fax Number: _____

Name of Managing/Contact Member

Name and information of contact member must be listed on following page

Last Name: Morales First Name: Susano MI: _____

Home Address: 124 23rd Ave Ct City: Greeley

State: CO Zip Code: 80631 Home Phone Number: (970) 534- 9714

SUSANO MORALES.

Signature of Managing/Contact Member

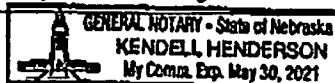
State of Nebraska
County of Scotts Bluff
9th day of July 2018
Date

ACKNOWLEDGEMENT

The foregoing instrument was acknowledged before me this

by Kendell Henderson
name of person acknowledge

Affix Seal



RECEIVED
COMMUNICATIONS SECTION

List names of all members and their spouses (even if a spousal affidavit has been submitted)

Last Name: Morales First Name: Susano MI: _____
Social Security Number: _____ Date of Birth: 04-22-1968
Spouse Full Name (indicate N/A if single): N/A
Spouse Social Security Number: _____ Date of Birth: _____
Percentage of member ownership 100%

Last Name: _____ First Name: _____ MI: _____
Social Security Number: _____ Date of Birth: _____
Spouse Full Name (indicate N/A if single): _____
Spouse Social Security Number: _____ Date of Birth: _____
Percentage of member ownership _____

Last Name: _____ First Name: _____ MI: _____
Social Security Number: _____ Date of Birth: _____
Spouse Full Name (indicate N/A if single): _____
Spouse Social Security Number: _____ Date of Birth: _____
Percentage of member ownership _____

Last Name: _____ First Name: _____ MI: _____
Social Security Number: _____ Date of Birth: _____
Spouse Full Name (indicate N/A if single): _____
Spouse Social Security Number: _____ Date of Birth: _____
Percentage of member ownership _____

List names of all members and their spouses (even if a spousal affidavit has been submitted)

Last Name: _____ First Name: _____ MI: _____

Social Security Number: _____ Date of Birth: _____

Spouse Full Name (indicate N/A if single): _____

Spouse Social Security Number: _____ Date of Birth: _____

Percentage of member ownership _____

Last Name: _____ First Name: _____ MI: _____

Social Security Number: _____ Date of Birth: _____

Spouse Full Name (indicate N/A if single): _____

Spouse Social Security Number: _____ Date of Birth: _____

Percentage of member ownership _____

Last Name: _____ First Name: _____ MI: _____

Social Security Number: _____ Date of Birth: _____

Spouse Full Name (indicate N/A if single): _____

Spouse Social Security Number: _____ Date of Birth: _____

Percentage of member ownership _____

Last Name: _____ First Name: _____ MI: _____

Social Security Number: _____ Date of Birth: _____

Spouse Full Name (indicate N/A if single): _____

Spouse Social Security Number: _____ Date of Birth: _____

Percentage of member ownership _____

Is the applying Limited Liability Company controlled by another corporation/company?

☐ YES

☒ NO

If yes, provide the following:

- 1) Name of corporation _____
- 2) Supply an organizational chart of the controlling corporation named above
- 3) Controlling corporation **MUST** be registered with the Nebraska Secretary of State, copy of articles must be submitted with application §53-126

Indicate the company's tax year with the IRS (Example January through December)

Starting Date: January Ending Date: December

Is this a Non Profit Corporation?

☐ YES

☒ NO

If yes, provide the Federal ID #. _____

In compliance with the ADA, this corporation insert form 3a is available in other formats for persons with disabilities.
A ten day advance period is requested in writing to produce the alternate format.

**MANAGER APPLICATION
INSERT - FORM 3c**

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MALL SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.lcc.nebraska.gov

Office Use

RECEIVED

JUL 13 2018

**NEBRASKA LIQUOR
CONTROL COMMISSION****MUST BE:**

- ✓ Citizen of the United States. Include copy of US birth certificate, naturalization paper or current US passport
- ✓ Nebraska resident. Include copy of voter registration card or print out document from Secretary of State website
- ✓ Fingerprinted. See form 141 for further information, read form carefully to avoid delays in processing, this form **MUST** be included with your application
- ✓ 21 years of age or older

Corporation/LLC informationName of Corporation/LLC: La Musica LLC**Premise information**

Liquor License Number: _____ Class Type _____ (if new application leave blank)

Premise Trade Name/DBA: El Baile NightclubPremise Street Address: 705 E OverlandCity: Scottsbluff County: Scottsbluff Zip Code: 69361Premise Phone Number: 970-534-9714Premise Email address: elbailenightclub@gmail.com

The individual whose name is listed as a corporate officer or managing member as reported on insert form 3a or 3b or listed with the Commission. To see authorized officers or members search your license information here.

SUSANO MORALES**SIGNATURE REQUIRED BY CORPORATE OFFICER / MANAGING MEMBER**

(Faxed signatures are acceptable)

**MANAGER APPLICATION
INSERT - FORM 3c**

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MALL SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.lcc.nebraska.gov

Office Use

RECEIVED

JUL 13 2018

NEBRASKA LIQUOR
CONTROL COMMISSION

FORM MUST BE COMPLETELY FILLED OUT IN ORDER FOR APPLICATION TO BE PROCESSED

MANAGER MUST:

- Complete all sections of the application. Be sure it is signed by a member or corporate officer. corporate officer or member must be an individual on file with the Liquor Control Commission
- Fingerprints are required. See form 147 for further information, read form carefully to avoid delays in processing, this form **MUST** be included with your application.
- Provide a copy of one of the following: US birth certificate, naturalization papers or current US passport (even if you have provided this before)
- Be a registered voter in the State of Nebraska, include a copy of voter card or print document from Secretary of State website with application

Spouse who will not participate in the business, spouse must:

- Complete the Spousal Affidavit of Non Participation Insert (must be notarized). The non-participating spouse completes the top half; the manager completes the bottom half. **Be sure to complete both halves of this form.**
- Need not answer question #1 of the application

Spouse who will participate in the business, the spouse must:

- Sign the application
- Fingerprints are required. See form 147 for further information, read form carefully to avoid delays in processing, this form **MUST** be included with your application.
- Provide a copy of one of the following: birth certificate, naturalization papers or current US passport (even if you have provided this before)
- Be a registered voter in the state of Nebraska, include a copy of voter card with application
- Spousal Affidavit of Non Participation Insert not required

Manager's information must be completed below PLEASE PRINT CLEARLY

Last Name: Carrillo First Name: Jose MI: M

Home Address: 1013 0 St

City: Bridgeport County: Morrill Zip Code: 69331

Home Phone Number: 308-637-1225

Driver's License Number & State: _____

Social Security Number: _____

Date Of Birth: 04-19-1975 Place Of Birth: Orange County, CA

Email address: elbailenightclub@gmail.com

Are you married? If yes, complete spouse's information (Even if a spousal affidavit has been submitted)

☒ YES

☐ NO

Spouse's information

Spouses Last Name: Carrillo First Name: Connie MI: _____

Social Security Number: _____

Driver's License Number & State: _____

Date Of Birth: 03-19-78 Place Of Birth: Fountain Valley, CA

APPLICANT & SPOUSE MUST LIST RESIDENCE(S) FOR THE PAST TEN (10) YEARS
APPLICANT SPOUSE

CITY & STATE	YEAR FROM	YEAR TO	CITY & STATE	YEAR FROM	YEAR TO
Bridgeport NE	2010	2018	Bridgeport NE	2010	2018

MANAGER'S LAST TWO EMPLOYERS

YEAR FROM TO	NAME OF EMPLOYER	NAME OF SUPERVISOR	TELEPHONE NUMBER
1995 2005	Precision Offset	Mike Howard	979-553-0030
2006 2010	Cabelas Distribution	Les Yoshimoto	303-254-7083

1. READ CAREFULLY. ANSWER COMPLETELY AND ACCURATELY.

Must be completed by both applicant and spouse, unless spouse has filed an affidavit of non-participation.

Has anyone who is a party to this application, or their spouse, EVER been convicted of or plead guilty to any charge. Charge means any charge alleging a felony, misdemeanor, violation of a federal or state law; a violation of a local law, ordinance or resolution. List the nature of the charge, where the charge occurred and the year and month of the conviction or plea, include traffic violations. Also list any charges pending at the time of this application. If more than one party, please list charges by each individual's name. Commission must be notified of any arrests and/or convictions that may occur after the date of signing this application.

☐ YES ☒ NO

If yes, please explain below or attach a separate page.

Name of Applicant	Date of Conviction (mm/yyyy)	Where Convicted (City & State)	Description of Charge	Disposition

2. Have you or your spouse ever been approved or made application for a liquor license in Nebraska or any other state?

☐ YES ☒ NO

IF YES, list the name of the premise(s):

3. Do you, as a manager, qualify under Nebraska Liquor Control Act (§53-131.01) and do you intend to supervise, in person, the management of the business?

☒ YES ☐ NO

4. List the alcohol related training and/or experience (when and where) of the person making application.

*NLCC Training Certificate Issued: _____ Name on Certificate: _____

Applicant Name	Date (mm/yyyy)	Name of program (attach copy of course completion certificate)

*For list of NLCC Certified Training Programs see TRAINING

Experience:

Applicant Name / Job Title	Date of Employment:	Name & Location of Business:

5. Have you enclosed form 147 regarding fingerprints?

☒ YES

☐ NO

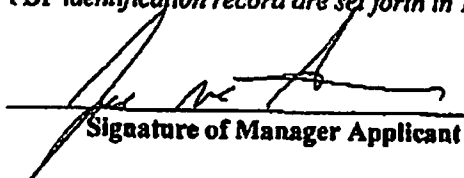
PERSONAL OATH AND CONSENT OF INVESTIGATION

The above individual(s), being first duly sworn upon oath, deposes and states that the undersigned is the applicant and/or spouse of applicant who makes the above and foregoing application that said application has been read and that the contents thereof and all statements contained therein are true. If any false statement is made in any part of this application, the applicant(s) shall be deemed guilty of perjury and subject to penalties provided by law. (Sec §53-131.01) Nebraska Liquor Control Act.

The undersigned applicant hereby consents to an investigation of his/her background including all records of every kind and description including police records, tax records (State and Federal), and bank or lending institution records, and said applicant and spouse waive any rights or causes of action that said applicant or spouse may have against the Nebraska Liquor Control Commission and any other individual disclosing or releasing said information to the Nebraska Liquor Control Commission. If spouse has NO interest directly or indirectly, a spousal affidavit of non-participation may be attached.

The undersigned understand and acknowledge that any license issued, based on the information submitted in this application, is subject to cancellation if the information contained herein is incomplete, inaccurate, or fraudulent.

Applicant Notification and Record Challenge: Your fingerprints will be used to check the criminal history records of the FBI. You have the opportunity to complete or challenge the accuracy of the information contained in FBI identification record. The procedures for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CFR, 16.34.


Signature of Manager Applicant

Signature of Spouse

ACKNOWLEDGEMENT

State of Nebraska
County of

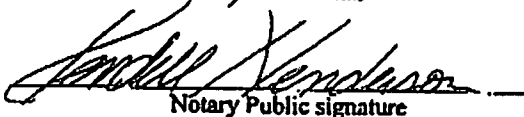
Scotts Bluff

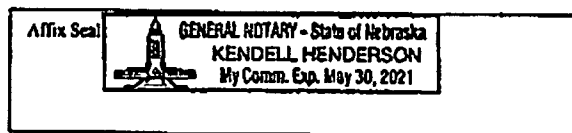
The foregoing instrument was acknowledged before me this

10th July 2018
date

by

Jose M. Benillo
NAME OF PERSON BEING ACKNOWLEDGED


Notary Public signature



In compliance with the ADA, this application is available in other formats for persons with disabilities. A ten day advance period is required in writing to produce the alternate format.

El Baile Nightclub
La Musica LLC
Susano Morales Lopez, Owner
Jose Manuel Carrillo, Manager



Location
705 E Overland
Scottsbluff, NE 69361

Vision

To provide a space for entertainment with a Latin twist within the State of Nebraska for Nebraska residents. This will eliminate the need for Nebraska residents to make long trips to Wyoming or Colorado in search of this entertainment.

Objective

Through El Baile Nightclub, we are interested in providing a bar space with drinks and live music for all types of people to come together. It will be a place for the people of Nebraska to enjoy themselves in the company of their friends and family on the weekends. Although we only plan to operate on Saturdays when we first open, over the next five years we aim to become the local hangout spot for people over 21 in the Scottsbluff and surrounding areas.

Service

As a bar, we plan to serve beer, wine, and distilled spirits on our premises for our customers to enjoy as they dance or simply listen to the live music that we will provide. El Baile Nightclub is open to anyone over the age of 21 with valid ID. At first, since we only plan to open on Saturdays, we will provide live music from open to close. However, once we get going, we hope to add some variety by having karaoke or themed nights.

Marketing

Most of our marketing is going to occur via social media and word of mouth. Through our business page on Facebook, we plan to share one-page advertisements that detail the bands that will play on each respective night along with the theme for the night. People who are interested will see them and verbally share this information with their family or friends or they can even share the advertisement with them via Facebook as well.

Action Plan

Over the past few months, we have been working diligently on building renovations in order to get it up to code. We have added enough entrance and exit doors to meet the requirements along with a sprinkler system. We have also been talking to a few Scottsbluff residents about the business so that they are aware that we will be hiring bartenders and waitresses for the establishment as soon as we get the liquor license in order.

CHECK LIST

Neb. Rev. Stat. §53-132 (Reissue 2016)

Council should determine the propensity of whether or not to grant the liquor license that has been requested. In that regard, suitability and fitness and the following four criteria are most important:

- (2)(a) Applicant is fit, willing and able to provide the service proposed.
- (2)(b) Applicant can conform to all laws.
- (2)(c) Applicant has demonstrated that the type of management and control exercised over the licensed premises will be sufficient to ensure conformance with law.
- (2)(d) Issuance of the license is or will be required by the present or future public convenience and necessity.

In making its determination Council may also consider as the Nebraska Liquor Control Commission will consider, the following. The Council should not base its recommendation on any of the following criteria, but may chose to comment to the Commission about one or more of the criteria:

- (3)(b) Citizen's protest.
- (3)(c) Existing population/growth.
- (3)(d) The nature of the neighborhood around the location.
- (3)(e) Existence of other licenses.
- (3)(f) Existing motor vehicle and pedestrian traffic in the vicinity.
- (3)(g) Adequacy of existing law enforcement.
- (3)(h) Zoning restrictions.
- (3)(i) Sanitary conditions.
- (3)(j) Whether the type of business or activity proposed will be consistent with the public interest.

***OTHER COUNCIL CONCERNS**



Memorandum

To: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL
From: Kevin Spencer, Chief of Police
Date: 8/31/2018
Re: Application for a Class I, Liquor License number I-122641, La Musica llc dba: El Baile 705 East Overland Scottsbluff, NE 69361

AUTHORITY: The Scottsbluff Police Department reports specific information to the City Council whenever a liquor license application is presented. The information furnished by the Police Department conforms to Chapter 53, Reissue Revised Statutes of Nebraska 1943, and Section 53-132, which outlines the factors which the Commission may consider in granting a liquor license.

COMMENTARY

53-132: Section 2

(A) The applicant is fit, willing and able to properly provide the service proposed within the city where the premises described in the application are located:

A background check was conducted on the owner of El Baile Susano Morales, and the manager Jose Carrillo as a means to determine their fitness to hold a liquor license.

Susano Moroles reported having no criminal convictions. During the background investigation I discovered a speeding citation in 2008 and a reckless driving citation in 2010 in Weld County Colorado. When I asked Susano about this he explained that his daughter filled this out for him.

Jose Carrillo reported no criminal convictions. As a result of the background investigation I learned that Jose had a speeding conviction in 2005 and a speeding conviction in 2009. When asked, Jose explained that he obtained a copy of his driving history, that there were no citations on it so he didn't report any.

In considering if the applicants are fit, willing and able to have a liquor license, it's troubling that they did not furnish an accurate history, but the citations alone do not disqualify them from having a Nebraska Liquor License.

The applicant can conform to all provisions, requirements, rules and regulations provided for in the Nebraska Liquor Control Act:

Any operator must adhere to the existing laws while doing business in the community and adhere to acceptable business practices.

On August 30, 2018 I contacted Jose Carrillo and Susano Morales at their business El Baile. Jose explained to me that they are going to have as many as five security personnel on staff. Jose told me that there would be one at the front door checking identifications adding, that person will have a scanner available to assist in determining age. Jose said that they will also have a security person assigned to the front door area to check coats and use a metal detector. Jose explained that they want to make certain no weapons are brought into the business and anyone with a coat will have

to check it or take it out to their car. Jose continued by stating they will also have a person assigned to the parking lot parking cars and having a presence outside.

Jose explained that they will open for special events such as weddings and other types of special occasions. Jose said during those types of events they will make minors wear a florescent wrist band and mark them with an "M" on top of their hand. Jose further explained that adults will wear a different type of wrist band.

Jose said that all employees, including him, will attend the Nebraska State Patrol Responsible Beverage Server training. Jose said that he plans to have a meeting with all employees prior to opening to discuss his plan for the night which will include discussions about checking id's. Jose said that he also plans to have a meeting at the end of the night to discuss issues if any.

I knew that Susano has a liquor establishment in Weld County Colorado and asked him if he had any troubles there. Susano told me that about four years ago, the first night they were open his bartender sold to a minor. Susano told me that the bartender was terminated and that will be their policy here.

Susano and Jose appeared before the Liquor License Holder's Committee to discuss their application. Jose explained their plan to the liquor committee but do to a lack of quorum the committee was unable to take any action.

The applicant appears to have the ability and willingness to conform to language within the Nebraska Liquor Control Act.

- (B) The applicant has demonstrated that the type of management and control exercised over the licensed premises will be sufficient to insure that the licensed business can conform to all provisions, requirements, rules and regulations provided for in the Nebraska Liquor Control Act:**

The El Baile has 32 cameras that record. Jose told me that the recordings would be available to law enforcement in the event of an incident whether inside the business or in the neighborhood, even if unrelated to the business. Jose explained the cameras to me showing me that they are pointed at the office where the liquor will be store and the walk in cooler where the beer will be stored. The interior and the exterior of the business seemed to be well covered. Jose said that they will adjust the cameras as needed. Jose told me that he will be responsible for ordering and inventory with the help of Susano. Jose told me that all of the overstock will be locked in either the office or the walk in cooled adding that only Susano and him will have a key.

The applicant appears committed to complying with all provisions, requirements, rules and regulations provided for in the Nebraska Liquor Control Act.

- (C) The issuance of the license is or will be required by the present or future public convenience and necessity:**

Jose further told me that they are planning to be open one to two weeks after they receive their liquor license. Jose said that they will initially open on Saturday's from 07:00 pm to 01:00 am. Jose said in the future they will be open Friday, Saturday and Sunday during the evening hours.

Oversight and accountability will be a priority for the applicant as it relates to the sale of alcoholic beverages.

SPECIFIC ISSUES COMMISSION MAY CONSIDER

- (D) The existence of a citizen's protest made in accordance with Section 53-133:**

There have been no known citizen protests of this business.

(E) The nature of the neighborhood or community of the location of the proposed licensed premises:

The business is located at 705 East Overland Scottsbluff, NE. It is a business that will attract customers when open. Its location is easily accessible and convenient for customers. I do not anticipate any issues with location.

(F) The existence or absence of other retail licenses or bottle club licenses with similar privilege within the neighborhood or community of the location or the proposed licensed premises.

This location has been a "night club" for several years in the past. Although there are other businesses in the area with liquor licenses I do not anticipate this becoming an issue.

The existing motor vehicle and pedestrian traffic flow in the vicinity of the proposed licensed premises:

Although no recent traffic studies have been completed regarding motor vehicle traffic of the general area, the traffic flow is not of concern at this time nor is pedestrian traffic.

(G) The adequacy of existing law enforcement:

The Scottsbluff Police Department is allowed 31 full time officers in the department and handled approximately 14,484 calls for service, not including traffic citations during 2017. The number of liquor licenses within the jurisdictional boundaries of the Police Department, regardless of the class, continues to be a concern to the Police Department and even routine monitoring of their business practices is difficult. Compliance checks continue to remain a concern to those businesses that sell alcohol to minors. The Nebraska State Patrol has assumed liquor law enforcement duties and their wide jurisdiction generally precludes any particular focus in the city.

(H) Whether the type of business or activity proposed to be operated in conjunction with the proposed license is and will be consistent with the public interest:

The Police Department would reserve making any statement which would indicate that the sale of alcohol is consistent with the public interest.

Adequate staffing and training, as well as close supervision of patrons are important. Cooperation with the Police Department by management will help to eliminate or diminish potential problems with violations.

EXHIBIT IV

Memo

Date: September 4, 2018
To: Honorable Mayor Meininger and Members of the City Council
From: Kim Wright, City Clerk
CC: Nathan Johnson, City Manager
Re: La Musica, LLC dba El Baile Nightclub Class I 122641.

The city clerk is required by ordinance to report specific information to the city council whenever a liquor license application hearing is held.

Following are the existing licenses, their class, address and proximity to other licensed premises:

Class of License

Class A	Beer only, for consumption on premises
Class B	Beer only, for consumption off premises
Class C	Alcoholic liquors, for consumption on and off premises
Class D	Alcoholic liquors, including beer, for consumption off premises
Class I	Alcoholic liquors, for consumption on the premises
Class L	Craft Brewery (Brew Pub)
Class W	Wholesale beer
Catering	Alcohol permitted by licensee's retail license, sold or served at events covered by special designated licenses

Class A Licenses

Restaurants

Pizza Hut of Scottsbluff, Inc.
Mast Enterprises, Inc. dba Godfather Pizza

726 West 27th Street
2203-07 Broadway

Total Class A Licenses 2

Class B Licenses

Convenience Stores

Total Class B Licenses 0

Class C Licenses

Restaurants

El Charrito Restaurant & Lounge, Inc .
Tangled Tumbleweed
Las VII Americas Tortilleria
16th Empire
Flyover Brewing Company

802 21st Avenue
1823 Ave. A
1619 East Overland
1605 Ave. A
1824 Broadway

Hotel/Motel

Holiday Inn Express
Candlelight Inn & Lounge

1821 Frontage Rd.
1822 East 20th Place

Taverns/Lounges

Hight's Tavern
Silver Saddle Lounge
Shots Bar and Grill
Bob's Garage & Bar
Lucky Keno LLC dba FrontSide
Backaracks Bar & Grille

20 West 18th Street
1901-B 21st Ave.
1722 Broadway
1907 Broadway
1001 Avenue I
1402 East 20th St. - Suite B

Retail

Racks (Catering)
Panhandle Cooperative Assn. (Catering)
Kelley's Liquor (Catering)
A Lil Bit of Everything

1402 East 20th St. - Suite A
401 S. Beltline Hwy West
817 West 27th Street
1610 Broadway

Clubs

Elks BPO Lodge 1367 (Catering)

1614 1st Avenue

Bowling Alleys

Valley Bowl Fun Center

1702 17th Ave.

TOTAL CLASS C LICENSES 19

Class D Licenses

Grocery Stores

Safeway of Western Nebraska
Panhandle Coop Assn.

601 Broadway
3302 Ave. B

Convenience Stores

East "O" Watering Hole
Scottsbluff Watering Hole
Big Bats
Git N Split
Cheema's Gas & Liquor
Route 26 Mart
Maverik Stores Inc.,
Walgreens

503 East Overland
121 W 27th Street
902 West Overland
506 West 27th Street
2002 Avenue I
1722 E 20th Street
920 West 36th St.,
205 West 27th Street

Liquor Stores

Dermer's
Cigarette Chain

1311 E Overland Dr.
323 East Overland

Discount/Grocery Stores

Target
Wal-Mart Supercenter #867
TOTAL CLASS D LICENSES 14

1401 Frontage Rd.
3322 Avenue I

CLASS I LICENSES

Restaurants

Applebees
Rosita's
Chili's Grill & Bar
Wonderful House Restaurant
Taco de Oro
Ole, LLC
Emporium Coffeehouse & Cafe
San Pedro Mexican Restaurant
Sam & Louie's Pizzeria
Taco Town
Prime Cut

2302 Frontage Rd.
1205 East Overland
826 West 36th St.
829 Ferdinand Plaza
2601 Avenue I
1901 East 20th Street
1818 1st Avenue
23 West 27th St.
1522 Broadway
1007 West 27th St.
305 West 27th St.

Art Studio

Boozy Brushes

2419 Ave. I

Hotel/Motel

Hampton Inn & Suites
2627 Lodging dba Fairfield Inn & Suites

301 W Hwy 26
902 Wintercreek Dr.

TOTAL CLASS I LICENSES 14

Class L Licenses

Flyover Brewing Company

1824 Broadway

TOTAL CLASS L LICENSES 1

Class W Licenses

Wholesale

High Plains Budweiser

2810 Ave M

TOTAL CLASS W LICENSES 1

TOTAL LICENSES

Class A	2
Class B	0
Class C	19
Class D	14
Class I	14
Class L	1
Class W	1
TOTAL LICENSES	51

Memo

Exhibit V

Date: August 9, 2018
To: Honorable Mayor and City Council
From: Staff, Development Services
CC: Nathan Johnson
Re: Class "CK" Liquor License Application
El Baile Nightclub
705 E. Overland
Scottsbluff, NE 69361

Action:

The manager of El Baile Nightclub has applied for a new liquor license in the name of Jose Carrillo.

The Development Services Department is required by Article 1, Chapter 11 of the Scottsbluff Municipal Code to report specific information to the Mayor and City Council whenever a liquor license application hearing is held. In accordance with that directive the following information is offered:

- (1) The property at 705 E. Overland is situated in a C-3 (Heavy Commercial) zoning district where a restaurant/bar/tavern is allowed by right pursuant to the City's Zoning Ordinance, Chapter 25, of the City's Municipal Code of Ordinances.
- (2) The off-street parking requirements for a Restaurant/bar/tavern in a C-3 (Heavy Commercial) zone are one space per three seats in the establishment. The parking lot has approximately 40 spaces. At this time the Fire Marshal has not established the occupancy load for this establishment.
- (3) The use of this property is consistent with the surrounding neighborhood, which is generally business retail in nature. To the south and east the properties are zoned C-3 (Heavy Commercial) and to the north and west they are zoned R1a (Single Family Residential).
- (4) There are no churches, schools, or other similar institutions within 300 feet of the subject property.
- (5) The existing population of Scottsbluff is approximately 15,039.

City of Scottsbluff
Liquor License Holders Investigatory Board
(Notes Only-Not official meeting - Quorum not present)
August 30, 2018 - 4:00 p.m.

The City of Scottsbluff Liquor License Holders Investigatory Board met in a regular meeting on Thursday, August 30, 2018 at 4:00 p.m. in the Meeting Room of City Hall, 2525 Circle Drive, Scottsbluff. A notice of the meeting had been published on August 24, 2018 in the Star Herald, a newspaper published and of general circulation in the city. The notice stated the date, hour and place of the meeting, that the meeting would be open to the public. That anyone with a disability desiring reasonable accommodation to attend the meeting should contact the city clerk's office, and that an agenda of the meeting kept continuously current was available for public inspection at the office of the city clerk in City Hall; provided, the committee could modify the agenda at the meeting if it determined that an emergency so required. A similar notice, together with a copy of the agenda, also had been delivered to each committee member.

1. Roll Call - The following Board Members were present: Libby Stobel, City Attorney; Nathan Johnson, City Manager; Police Chief Kevin Spencer; Kim Wright, City Clerk, Mike Halley, Scottsbluff Public Schools; Absent: Russ Knight, Dietrich Distributing; Norman Coley, WNCC; Bob Scriptor, Racks; Kelli Larson, Panhandle Prevention Coalition.
2. Open Meeting Act – Acting Chairman Johnson welcomed everyone in attendance and informed those in attendance that a copy of the Nebraska Open Meetings Act is posted on the west wall for the public's review.
3. Call Meeting to Order - The meeting was called to order and Clerk Wright recorded the proceedings. Due to not having a quorum present no official action will take place.
4. There were no changes to the agenda.
5. Tabled the Minutes of the June 7, 2018 meeting - due to lack of a quorum.
6. New Liquor License Manager applications:
 - a. Class I Liquor License for LaMusica, LLC dba El Baile Nightclub; Jose M. Carrillo Manager.

Mr. Jose M. Carrillo, manager of El Baile Nightclub and Mr. Susano Morales Lopez, owner were present to answer questions from the committee.

Mr. Carrillo explained to the committee that this business will be a nightclub, with a Latin twist, that will serve the people of Nebraska for entertainment. It will also serve as a center to host wedding receptions, quinceaneras and the like.

He explained that they will have a coat room and all coats will either have to be left in vehicles or checked in the room. They will have metal detectors upon entrance and people directing parking. Mr. Carrillo stated their main concern will be to check ID's and they will have a scanner to help with that. Acting Chairperson Johnson asked how they would distinguish minors, with Mr. Carrillo stating they will be using glow in the dark wristbands and putting an "M" on the wristbands of minors with a permanent marker; those over 21 will have a colored wristband. They will also have five security guards on site and will have 32 cameras in place, with one person watching the cameras while the establishment is open.

Mr. Carrillo stated he has a zero tolerance policy of selling alcohol to minors and anyone who does will be terminated immediately. He stated he will have meetings with employees before and after events and all employees will be required to take the responsible alcohol training.

Mr. Carrillo informed the committee that he orders all the alcohol and the alcohol is contained in a locked room, with a camera located both inside and outside. He stated only himself and Mr. Morales Lopez will have access to the room.

Police Chief Spencer confirmed there are cameras in the building and remarked that it is a good system.

Due to a quorum not being present, a recommendation could not be made regarding this liquor license application to City Council.

- b. Ms. Jennifer Hansen, manager applicant and Mr. Bill Winburg GM of Operations of RMH Franchise Corporation dba Applebee's Neighborhood Bar & Grill were present to answer questions from the committee.

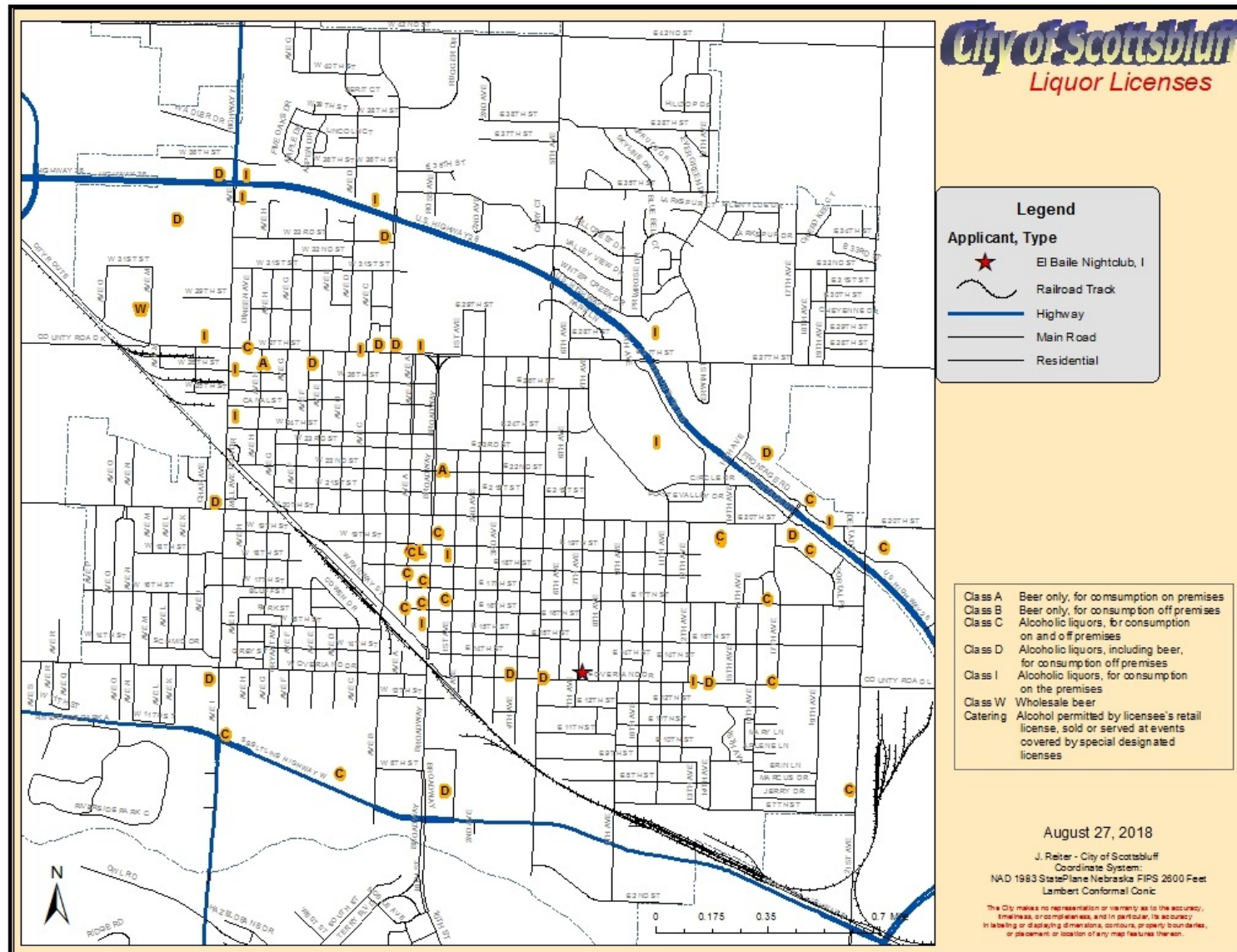
Ms. Hansen explained to the committee that she has taken on the role of being Director of Risk for the Corporation and also will be the manager of all the Nebraska Liquor Licenses for Applebees. She stated employees are terminated if they have a compliance violation and all are required to take the responsible server of alcohol training when hired and annually after that. She reiterated that a table is monitored after being served two drinks of alcohol and that they use different straws for alcoholic and non-alcoholic drinks.

Ms. Hansen regretfully told the committee she will not be able to make the City Council meeting because of travel commitments, but Mr. Winburg will be present to answer questions. She stated she will also write a letter, to explain her absence and Applebees policies on serving alcohol, to the Council.

Due to a quorum not being present, a recommendation could not be made regarding this manager application to City Council.

7. Liquor License Compliance Issue:

- a) Cigarette Chain – Mr. Gealy, was present and explained his violation was an employee selling to a minor after he had checked the I.D. Mr. Gealy explained the employee was not terminated because he believes that this issue will make the employee better. He does not have a scanner or a POS machine and that this was his first compliance failure on this license. His last compliance failure was eight years ago and he does in store training.



City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Pub. Hear.6

Council to make a recommendation to the Nebraska Liquor Control Commission naming Jose M. Carrillo as the Liquor License Manager of La Musica, LLC dba El Baile Nightclub.

Staff Contact: Kim Wright, City Clerk

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Pub. Hear.7

Council to conduct a public hearing as scheduled for this date at 6:00 p.m. to consider a Zone Change for 1116 Avenue C from R-1A, Single Family to C- 2 Neighborhood and Retail Commercial Zone.

Staff Contact: Nathan Johnson, City Manager

R&K Land Company, LLC
1224 Broadway
Scottsbluff, NE 69361

We are asking for a Rezoning of Property at 1116 Ave C Scottsbluff, NE to C2 Zoning. This rezone would provide a service to the neighborhood and would not be injurious to the adjacent properties and will be consistent with sound land use. The current property is next to a large C2 lot that is owned by R&K Land Company that has been improved in the last five years with a new building and renovated existing structure. The current property at 1116 Ave C is a eyesore to the community and our plan is to make it a asset to the community by removing the current house on the property, removing dying trees, back fill, and potentially building an additional storage building that is similar to the new structure next to it. We ask that this rezone be approved by the City of Scottsbluff.

Thank You

A handwritten signature in black ink, appearing to read "Rick Wayman", written in a cursive style.

R&K Land Company, LLC
Rick Wayman

**Planning Commission Minutes
Regular Scheduled Meeting
August 13, 2018
6:00PM
Scottsbluff, Nebraska**

The Planning Commission of the City of Scottsbluff, Nebraska met in regular scheduled meeting on August 13, 2018, at 6:00PM in the Scottsbluff City Council Chambers, at 2525 Circle Drive, Scottsbluff, Nebraska. A notice of the meeting had been published in the Star-Herald, a newspaper of general circulation in the city, on August 3, 2018. The notice stated the date, hour and place of the meeting, that the meeting would be open to the public, that anyone with a disability desiring reasonable accommodation to attend the Planning Commission meeting should contact the Development Services Department, and that an agenda of the meeting kept continuously current was available for public inspection at Development Services Office; provided;; the City Planning Commission could modify the agenda at the meeting if the business was determined that an emergency so required. A similar notice, together with a copy of the agenda, also has been delivered to each Planning Commission member. An agenda kept continuously current was available for public inspection at the office of Development Services Department at all times from publication to the time of the meeting.

Item 1: Chairman Angie Aguallo called the meeting to order. Roll call consisted of the following members. Linda Redfern (alternate), Anita Chadwick, Jim Zitterkopf, David Gompert, Henry Huber, Dana Weber, Becky Estrada, Angie Aguallo. Absent: Callan Wayman, Mark Westphal. City Officials present: Gary Batt, Code Administrator II and Anthony Murphy, City Fire Marshal.

Item 2: Chairman Aguallo informed all those present of the Nebraska Open Meeting Act and that a copy was posted on the bookcase in the back of the Council Chambers, for those interested.

Item 3: Acknowledgement of any changes in the agenda: None.

Item 4: Business not on the Agenda: None.

Item 5: Citizens with business not on the regular agenda: None.

Item 6: The minutes for the April 9, 2018 meeting were reviewed.

Conclusion: A motion was made by Estrada and seconded by Chadwick to approve the minutes from the meeting of April 9, 2018. "Yeas": Redfern, Chadwick, Zitterkopf, Gompert, Huber, Estrada, Aguallo. "Nays": None, "Abstained": Weber, "Absent": Wayman, Westphal. Motion Carried.

Item 7: The Planning Commission opened the public hearing. Gary Batt read the background of the request of zoning change. The lot being rezoned is currently zoned as R-1A with lots to the north of 1116 Avenue C to West Overland zoned R-1A. The lots the west of 1116 Avenue C, are zoned R-1A. The lot abutting 1116 Avenue C to the south at 1102 Avenue C, is owned by RK Land Company, this is in a C-2 zone as well as the lots located on the other side of 1116 and 1102 Avenue C are zoned C-2. The applicant requests the change so he can place a commercial storage building on the property at 1116 Avenue C. There are two commercial storage buildings at 1102 Avenue C already. There is an dilapidated abandoned home at 1116 Avenue C that RK Land Company plans to demolish.

Chairperson Angie Aguallo asked if anyone was present to speak to the Planning Commission concerning the request.

Rick Wayman, owner/applicant, came to the podium, and presented his request for the zone change to the Planning Commission. The applicant requests a rezone of the property, located at 1116 Avenue C, from an R-1A Single Family Residential Zone to C-2 Neighborhood and Retail Commercial Zone. Rick stated he plans to demolish the current dwelling since he has people squatting in the home and the home is dilapidated needing to be removed. Rick said he would place a commercial building on the lot for his storage business if approved, just as he has at his property next door at 1102 Avenue C. Rick said he spoke with some of the surrounding neighbors which no one objected to his plan. They are glad the house is planned to be removed.

Note: There were no other citizens present at the meeting from the neighborhood.

Conclusion: A motion was made by Estrada and seconded by Chadwick to approve the rezone of 1116 Avenue C from an R-1A zone to a C-2 Zone. "Yeas": Redfern, Chadwick, Zitterkopf, Gompert, Huber, Weber, Estrada, Aguallo. "Nays": None, "Abstained": None, "Absent": Wayman, Westphal. Motion Carried.

Item 8: Motion to adjourn by Estrada and seconded by Zitterkopf. "Yeas": Redfern, Chadwick, Zitterkopf, Gompert, Huber, Weber, Estrada, Aguallo. "Nays": None, "Abstained": None, "Absent": Wayman, Westphal. Motion Carried.

North ↑

305 311 301

1301

1302

W OVERLAND DR

W OVERLAND DR

W OVERLAND DR

320-1215

314

302

310

308

1209

1205

1201

1121

1117

1113-1113.5

1109

1105

1101

R/A

1207-1209

1201

1119

1113

214

1217

220

210

206

202

C2

1204

C2

1110

126

124

122

104

102

106

1214-1218-1

125

121

117

W 12TH ST

1126

AVE D

AVE D

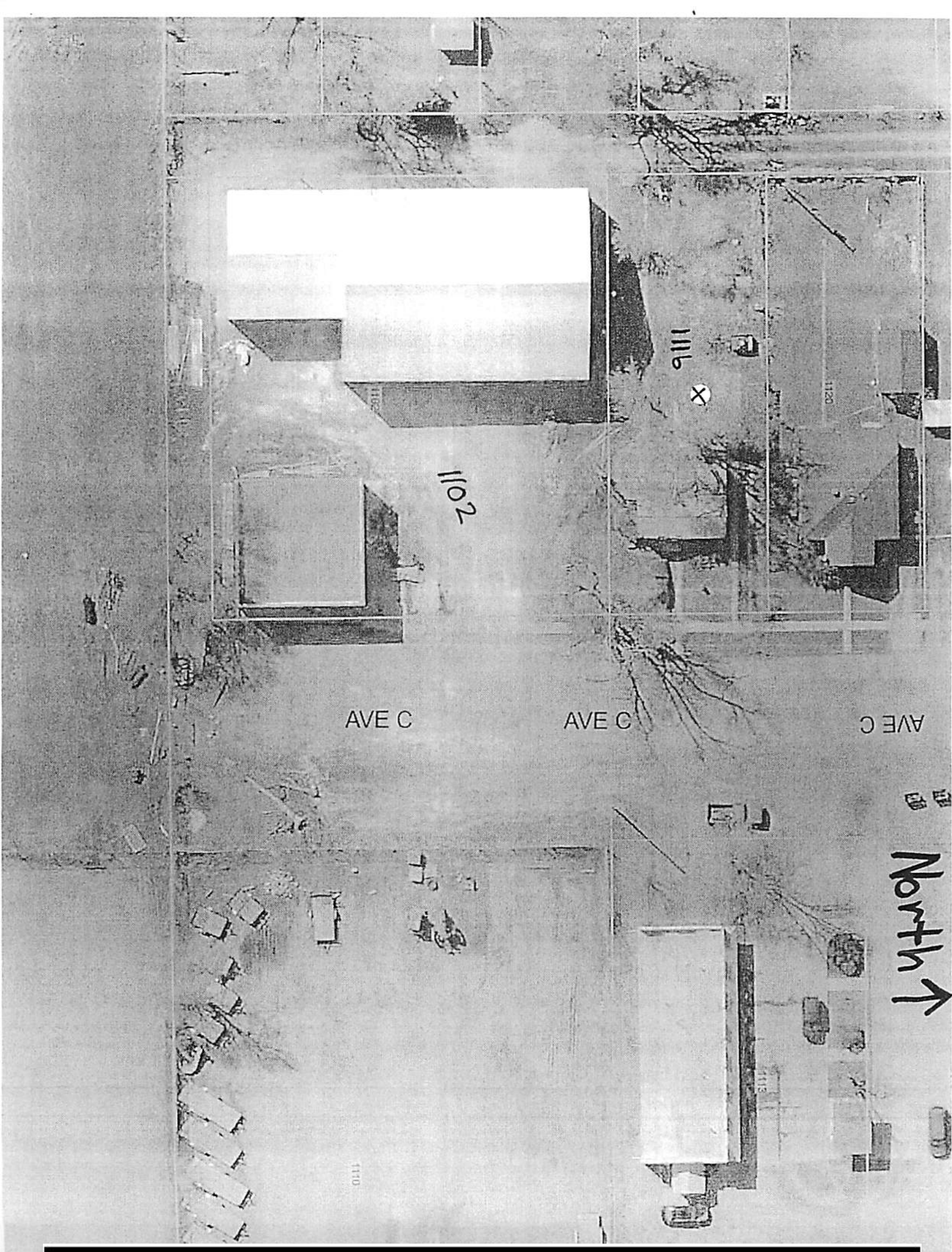
AVE D

AVE C

AVE

AVE B

AVE B



City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

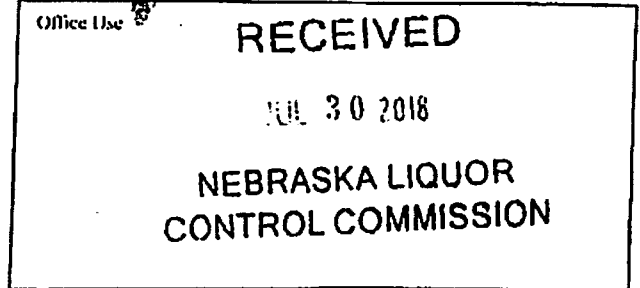
Item Public Inp1

Council to consider making a recommendation to the Nebraska Liquor License Commission regarding the appointment of Jennifer L. Hansen as the manager of RMH Franchise Corporation, dba Applebee's Neighborhood Bar & Grill.

Staff Contact: Kim Wright, City Clerk

MANAGER APPLICATION
INSERT - FORM 3c

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MALL SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.lcc.nebraska.gov



MUST BE:

- ✓ Citizen of the United States. Include copy of US birth certificate, naturalization paper or current US passport
- ✓ Nebraska resident. Include copy of voter registration card or print out document from Secretary of State website
- ✓ Fingerprinted. See form 147 for further information, read form carefully to avoid delays in processing, this form **MUST** be included with your application
- ✓ 21 years of age or older

Corporation/LLC information

Name of Corporation/LLC: RMH Franchise

Premise information

Liquor License Number: 101602 Class Type I (if new application leave blank)

Premise Trade Name/DBA: Applebee's Neighborhood Grill & Bar

Premise Street Address: 2302 Frontage Rd

City: Scottsbluff County: Scotts Bluff Zip Code: 69361

Premise Phone Number: 308-635-7750

Premise Email address: ab06gm@rmhfranchise.com

The individual whose name is listed as a corporate officer or managing member as reported on insert form 3a or 3b or listed with the Commission. To see authorized officers or members search your license information here.

John L. Hagan
SIGNATURE REQUIRED BY CORPORATE OFFICER / MANAGING MEMBER
(Faxed signatures are acceptable)

Manager's information must be completed below PLEASE PRINT CLEARLY

Last Name: Hansen First Name: Jennifer MI: L.

Home Address: 502 W. Egypt

City: Cairo County: Hall Zip Code: 68824

Home Phone Number: 308-390-2464

Driver's License Number & State: _____

Social Security Number: _____

Date Of Birth: 04-12-1980 Place Of Birth: Grand Island, NE

Email address: jhansen@cmbfranchise.com

Are you married? If yes, complete spouse's information (Even if a spousal affidavit has been submitted)

☐ YES

☒ NO

Spouse's information

Spouses Last Name: _____ First Name: _____ MI: _____

Social Security Number: _____

Driver's License Number & State: _____

Date Of Birth: _____ Place Of Birth: _____

APPLICANT & SPOUSE MUST LIST RESIDENCE(S) FOR THE PAST TEN (10) YEARS
APPLICANT SPOUSE

CITY & STATE	YEAR FROM	YEAR TO	CITY & STATE	YEAR FROM	YEAR TO
Cairo, NE	04	18			

4. List the alcohol related training and/or experience (when and where) of the person making application.

*NLCC Training Certificate Issued: _____ Name on Certificate: _____

Applicant Name	Date (mm/yyyy)	Name of program (attach copy of course completion certificate)
Scott ServSafe alcohol	07/2011	(expired)

*For list of NLCC Certified Training Programs see [training](#)

Experience:

Applicant Name / Job Title	Date of Employment:	Name & Location of Business:
Jennifer Hansen Director of H.R.	2012 - 2018	R.H. Applebe's Lincoln, NE
Jennifer Hansen General Manager	2011 - 2012	Applebe's, Grand Island, NE
Jennifer Hansen General Manager	2002 - 2006	Applebe's Columbus, NE

5. Have you enclosed form 147 regarding fingerprints?

☐ YES ☒ NO - electronic

MANAGER'S LAST TWO EMPLOYERS

YEAR FROM	TO	NAME OF EMPLOYER	NAME OF SUPERVISOR	TELEPHONE NUMBER
2012	2018	RMH, Applebee's	Mike Muldown	770-312-7343
2010	2012	Concord, Applebee's	Ted Carlson	402-540-6530

1. READ CAREFULLY. ANSWER COMPLETELY AND ACCURATELY.

Must be completed by both applicant and spouse, unless spouse has filed an affidavit of non-participation.

Has anyone who is a party to this application, or their spouse, EVER been convicted of or plead guilty to any charge. Charge means any charge alleging a felony, misdemeanor, violation of a federal or state law; a violation of a local law, ordinance or resolution. List the nature of the charge, where the charge occurred and the year and month of the conviction or plea, include traffic violations. Also list any charges pending at the time of this application. If more than one party, please list charges by each individual's name. Commission must be notified of any arrests and/or convictions that may occur after the date of signing this application.

☒ YES ☐ NO

If yes, please explain below or attach a separate page.

Name of Applicant	Date of Conviction (mm/yyyy)	Where Convicted (City & State)	Description of Charge	Disposition
Jennifer Hunsen			I have had traffic violations but unsure of dates/place.	

2. Have you or your spouse ever been approved or made application for a liquor license in Nebraska or any other state?

☐ YES ☒ NO

IF YES, list the name of the premise(s):

3. Do you, as a manager, qualify under Nebraska Liquor Control Act (§53-131.01) and do you intend to supervise, in person, the management of the business?

☒ YES ☐ NO

PERSONAL OATH AND CONSENT OF INVESTIGATION

The above individual(s), being first duly sworn upon oath, deposes and states that the undersigned is the applicant and/or spouse of applicant who makes the above and foregoing application that said application has been read and that the contents thereof and all statements contained therein are true. If any false statement is made in any part of this application, the applicant(s) shall be deemed guilty of perjury and subject to penalties provided by law. (Sec §53-131.01) Nebraska Liquor Control Act.

The undersigned applicant hereby consents to an investigation of his/her background including all records of every kind and description including police records, tax records (State and Federal), and bank or lending institution records, and said applicant and spouse waive any rights or causes of action that said applicant or spouse may have against the Nebraska Liquor Control Commission and any other individual disclosing or releasing said information to the Nebraska Liquor Control Commission. If spouse has NO interest directly or indirectly, a spousal affidavit of non-participation may be attached.

The undersigned understand and acknowledge that any license issued, based on the information submitted in this application, is subject to cancellation if the information contained herein is incomplete, inaccurate, or fraudulent.

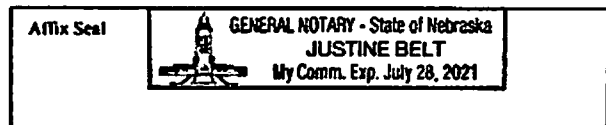
Applicant Notification and Record Challenge: Your fingerprints will be used to check the criminal history records of the FBI. You have the opportunity to complete or challenge the accuracy of the information contained in FBI identification record. The procedures for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CFR, 16.34.

Jeff L. Hansen _____
Signature of Manager Applicant Signature of Spouse

ACKNOWLEDGEMENT

State of Nebraska
County of Lancaster The foregoing instrument was acknowledged before me this
7/26/18 date by Jennifer Hansen
NAME OF PERSON BEING ACKNOWLEDGED

[Signature]
Notary Public signature



In compliance with the ADA, this application is available in other formats for persons with disabilities. A ten day advance period is required in writing to produce the alternate format.

Memo

To: Nathan Johnson, City Manager
From: Kevin E Spencer, Chief of Police
CC: liquor file
Date: August 27, 2018
Re: Manager application- Jennifer Hansen RMH Franchise dba:/ Applebee's Neighborhood Bar & Grill, License I -101602, 2302 Frontage Rd. Scottsbluff, NE 69361

This applicant, Jennifer Hansen, was investigated for suitability as a license holder. Nothing was discovered that would prohibit her from holding a manager position under the license. Jennifer disclosed traffic citations only. No other criminal history was found.

Monday August 27th, 2018 I called Jennifer as she lives in Cairo, Nebraska. I asked Jennifer about her experience in the alcohol industry. Jennifer told me that she has been the Director of HR for the past four years adding for the eight years prior to that she was a General Manager. Jennifer told me that it is Applebee's policy to terminate the employment of anyone that would fail a compliance check. Jennifer said that all Applebee's employees receive alcohol server training upon hiring, annually after that, and if there is a compliance failure at the restaurant all employees are required to complete the training again.

I have found no information that would indicate that Jennifer is not fit, willing and able to manage the Applebee's liquor license.

Respectfully,

Kevin E Spencer, Chief of Police
City of Scottsbluff

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Resolut.1

Council to consider an Ordinance updating solid waste collection fees for non-residential electronic recycling materials. (second reading)

Staff Contact: Nathan Johnson, City Manager

ORDINANCE NO. _____

AN ORDINANCE FOR THE CITY OF SCOTTSBLUFF, NEBRASKA, AMENDING THE MUNICIPAL CODE SOLID WASTE COLLECTION FEES AT CHAPTER 6, ARTICLE 6, ADDING A FEE PER POUND FOR NONRESIDENTIAL ELECTRONIC RECYCLING MATERIALS, REPEALING PRIOR PROVISIONS OF THE MUNICIPAL CODE, PROVIDING FOR AN EFFECTIVE DATE AND PROVIDING FOR PUBLICATION IN PAMPHLET FORM.

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

Section 1. Section 6-6-26.1 of the Scottsbluff Municipal Code is amended to provide as follows:
"6-6-26.1. Recyclable materials for Non-Residential Customers and Non-Recyclable Equipment.

For residential non-electronic disposal single stream recycling please refer to section 6-6-23.
Non-residential customers recycling electronic equipment and appliances please refer to the program specifics set forth below:

1. Customers recycling electronic waste including but not limited to: electronic mice, printers, fax machines, scanners, electronic typewriters, keyboards, computer speakers, servers, hard drives, television sets, VCR/DVD/Blue Ray players, home or auto stereo equipment, small electronics, gaming equipment and CFL light bulbs and florescent tubes brought in for disposal, shall be charged a fee of \$.50 per pound for all electronic waste brought in for recycling.
2. For computer monitors, desk top and laptop computers brought in by any customer, including residential and non-residential customers, \$5 per monitor or desk top or laptop computer.
3. For non-recyclable appliances and electronic equipment, every person including residential and non-residential customers, who shall dispose of an appliance or non-recyclable electronic equipment at any disposal site of the City shall pay a charge of \$26.00 per item disposed.
4. The fee for the Gaylord (cardboard) containers shall be \$20.00 per month.
5. The rates and fees provided in this section shall be effective after October 1, 2018."

Section 2. Previously existing Section 6-6-26.1 of the Scottsbluff Municipal Code and all other Ordinances and parts of Ordinances in conflict herewith are repealed. Provided, however, this Ordinance shall not be construed to affect any rights, liabilities, duties or causes of action, either criminal or civil, existing or actions pending at the time when this Ordinance becomes effective.

Section 3. This Ordinance shall become effective upon its passage, approval as provided by law, and publication shall be in pamphlet form.

PASSED AND APPROVED on _____, 2018.

Mayor

ATTEST:

City Clerk

(Seal)

Approved to form:

City Attorney

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Resolut.2

Council to consider an Ordinance updating utility user fees, including water and sewer fees, solid waste collection and surcharge for storm water. (second reading)

Staff Contact: Nathan Johnson, City Manager

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF SCOTTSBLUFF AMENDING SEWER USER FEES AT CHAPTER 6 ARTICLE 6, INCLUDING SURCHARGE FOR STORMWATER REGULATORY REQUIREMENTS, AMENDING AND CHANGING THE SOLID WASTE COLLECTION FEES AT CHAPTER 6 ARTICLE 6, AND WATER SERVICE FEES AT CHAPTER 6 ARTICLE 6, REPEALING PRIOR PROVISIONS OF THE MUNICIPAL CODE AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF SCOTTSBLUFF, NEBRASKA.

Section 1. Section 6-6-19 of the Scottsbluff Municipal Code is amended to provide as follows:

6-6-19. Minimum charge.

Each user shall pay a sewer service charge in the minimum amount of \$44.44 which shall cover the first 10,000 gallons of water consumed by the user during the bimonthly billing period as determined in Chapter 18. Each user shall pay an additional charge of \$3.29 per each 1,000 gallons of water consumed in excess of 10,000 gallons during the applicable billing period. Provided, however, wholesale users shall pay 92.5% of the charges provided in this paragraph.

The rates and fees provided for in this section shall be effective with respect to all connections, installations and billings after December 28, 2018.

Section 2. Section 6-6-20 of the Scottsbluff Municipal Code is amended to provide as follows:

6-6-20. Private water supply.

With respect to users having a private water supply which is discharged into the City's sanitary sewer system, sewer service charges shall be calculated as follows:

- (1) Commercial and industrial users shall meter their water supply at their expense and their sanitary sewer use charge shall be based on the quantity of water consumed on the premises from all sources.
- (2) Single-family residential users within the city limits shall pay \$54.39 per bimonthly period.
- (3) Single-family residential users outside the city limits shall pay \$91.06 per bimonthly period.
- (4) Multi-family residential users shall pay \$78.29 per dwelling unit per bimonthly period.

The rates and fees provided for in this section shall be effective with respect to all connections, installations and billings after December 28, 2018.

Section 3. Section 6-6-22 of the Scottsbluff Municipal Code is amended to provide as follows:

6-6-22. Surcharge.

- (1) There will be a \$3.00 per billing cycle surcharge fee to all residents of the city for stormwater regulatory requirements and the use, upkeep and maintenance of the city's stormwater collection system.
- (2) Users who contribute wastewater the strength of which is greater than normal domestic sewage shall, in addition to the basic sewer charge, pay a surcharge equal to \$0.54 per pound for the first ten thousand (10,000) pounds of excess B.O.D. per billing cycle (or up to the limit of their contract with the City), and a surcharge of \$1.08 for all additional excess B.O.D. per billing cycle. A contribution of more than twelve thousand (12,000) pounds of excess B.O.D. per billing cycle, in the absence of a contract, shall subject the user to the sanctions and penalties provided in this Chapter. Users with a contract who exceed the limits of their contract may also be subject to the sanctions and penalties provided in this Chapter.
- (3) Users who contribute wastewater the strength of which is greater than normal domestic sewage shall, in addition to the basic sewer charge, pay a surcharge equal to \$0.06 per pound of excess suspended solids per billing cycle.
- (4) The expression "per billing cycle" as used in this section means the period for which the sewer service charge is payable.
- (5) The rates and fees provided in this section shall be effective with respect to connections, installations and billings after December 28, 2018.

Section 4. Section 6-6-23 of the Scottsbluff Municipal Code is amended to provide as follows:

6-6-23. Residential.

The minimum bimonthly charges for collection and disposal service to residential units for solid waste and the single stream recycling program all of which is contained in approved containers shall be as follows, effective for all billings made after December 28, 2018:

One-family unit (including mobile homes with an individual water or sewer connection). \$43.80

One-family two container unit (including mobile homes with an individual water or sewer connection). \$100.15

The minimum requirement for one-family two container units is twelve months from the date of request for two container service.

Multifamily structures (including mobile home parks with a single water or sewer connection)

Bimonthly Rate Per Unit	
2 to 4 units.	\$43.80
5 to 6 units.	\$39.37
7 to 10 units.	\$37.20
11 to 16 units.	\$35.01
17 to 39 units.	\$32.76
40 to 59 units.	\$30.57
60 or more units.	\$28.47

Hotels, motels and rooming houses shall be considered as commercial establishments and shall pay charges based on the charges provided for institutional business, commercial and industrial establishments as provided in this Chapter. The charges for quantities or services which exceed those covered by the minimum charge shall be an amount equal to the reasonable cost of the service as determined by the City Manager or the designee of the City Manager.

The rates and fees provided in this section shall be effective with respect to usage for which billings are made after December 28, 2018.

Section 5. Section 6-6-24 of the Scottsbluff Municipal Code is amended to provide as follows:

6-6-24. Institutional; business; commercial; industrial.

(a) The bimonthly charges for collection and disposal of solid waste of institutional, business, commercial and industrial establishments, and solid waste in required containers at construction sites, shall be based upon the number of approved containers collected per collection. Where an establishment has its own water or sewer connection, the fact that it shares a building with another establishment, or does not occupy the entire building, shall be of no significance. The charge per approved container per collection shall be as follows:

	Each time container is emptied	Bimonthly minimum
90 gallon	\$11.32	\$90.56
1.5 cubic yard	\$15.10	\$120.78
3.0 cubic yard	\$28.73	\$229.84

The rates and fees provided in this section shall be effective with respect to usage for which billings are made after December 28, 2018

Section 6. Section 6-6-28 of the Scottsbluff Municipal Code is amended to provide as follows:

6-6-28. Water service.

(1) Each user of the City water system located within the City limits shall pay charges based on bimonthly consumption as follows:

Gallons	Rate per Thousand Gallons
Up to 10,000	\$2.423

10,001 to 20,000	\$1.971
20,001 to 60,000	\$1.964
60,001 to 100,000	\$1.943
Over 100,000	\$1.925

Consumption of any part of 1,000 gallons shall be considered as consumption of an entire 1,000 gallons for purposes of calculating consumption and the applicable rate(s).

(2) Each user of the City water system located within the City limits shall pay minimum bimonthly charges as follows:

<u>Water Meter Size</u>	<u>Minimum Charge</u>	<u>Gallons</u>
5/8" or 3/4"	\$24.23	10,000
1"	\$43.94	20,000
1½"	\$83.22	40,000
2"	\$112.68	55,000
3"	\$180.69	90,000
4"	\$277.02	140,000
6"	\$392.40	200,000
8"	\$584.56	300,000

Payment of the minimum charge shall constitute payment in full for any quantity of water not exceeding the amount shown in the "Gallons" column opposite the applicable “Minimum Charge.” In the case of premises as to which the final date for connection of the plumbing has been deferred under section 22-1-8, there shall be a bimonthly charge for standby fire protection service of \$6.00.

Each user of the City water system located outside of the City limits, except for whole sale water use provided by the City pursuant to the terms of an agreement, shall pay the following 1.5 times the minimum charges listed above. Provided, whole sale water use and sale shall be sold at an agreed upon amount as set by the City Council for charges outside the City limits.

The rates and fees provided for in this section shall be effective with respect to all connections, installations, and billings after December 28, 2018.

Section 7. Existing Sections 6-6-19, 6-6-20, 6-6-22, 6-6-23, 6-6-24 and 6-6-28, of the Scottsbluff Municipal Code are hereby repealed, provided however that the rates provided for in such prior sections shall remain effective until midnight, December 28, 2018. This Ordinance shall not be construed to effect any cause of action, civil or criminal, existing or actions pending, at the time this Ordinance becomes effective.

Section 8. This Ordinance shall become effective upon its passage, approval as provided by law, and publication shall be in pamphlet form.

PASSED and APPROVED on _____, 2018.

Mayor

Attest:

City Clerk (Seal)

Approved as to Form:

Deputy City Attorney

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Resolut.3

Council to consider an Ordinance updating the use of special collections and additional containers. (second reading)

Staff Contact: Nathan Johnson, City Manager

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF SCOTTSBLUFF AMENDING CHAPTER 6 ARTICLE 6, INCLUDING SPECIAL COLLECTIONS AND ADDITIONAL CONTAINERS, REPEALING PRIOR PROVISIONS OF THE MUNICIPAL CODE AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF SCOTTSBLUFF, NEBRASKA.

Section 1. Section 6-6-27 of the Scottsbluff Municipal Code is amended to provide as follows:

"6-6-27. Special Collections and Additional Containers.

Upon request, the City may, but is not required to, make special collections of solid waste or deliver additional containers for residents having an event. When a special collection is made, the charges shall be as follows:

Residential 90 gallon roll-out trash container.....	\$11.00
Residential yard waste container.....	\$11.00
1.5 CY trash container.....	\$14.66
3.0 CY trash container.....	\$27.89
Each appliance.....	\$26.00

When notified of an event such as a picnic, fund raiser, craft fair, party, collection point for recycling or other non-routine event and an additional container is requested, the charges shall be as follows:

90 gallon - \$11.00 rental fee per container and \$11.00 for dump per container
1.5 CY - \$14.66 rental fee per container and \$14.66 for dump per container
3.0 CY - \$27.89 rental fee per container and \$27.89 for dump per container

The charges for the collection of other solid waste shall be based on volume as measured by the capacity of a standard ½ ton pickup truck. There shall be a minimum charge of \$11.00. If the volume of solid waste as estimated by the representative of the Sanitation Department exceeds to capacity of a standard ½ ton pickup truck, the charge shall be \$31.00 for each pickup load."

Section 2. Existing Section 6-6-27 of the Scottsbluff Municipal Code is hereby repealed, provided however that the rates provided for in such prior sections shall remain effective until midnight, October 1, 2018. This Ordinance shall not be construed to effect any cause of action, civil or criminal, existing or actions pending, at the time this Ordinance becomes effective.

Section 3. This Ordinance shall become effective upon its passage, approval as provided by law, and publication shall be in pamphlet form.

PASSED and APPROVED on _____, 2018.

Mayor

Attest:

City Clerk (Seal)

Approved as to Form:

Deputy City Attorney

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Resolut.4

Council to remove from the table the consideration of an Ordinance charging fees for inbound and outbound materials at the compost facility.

Staff Contact: City Council

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Resolut.5

Council to consider an Ordinance charging fees for inbound and outbound materials at the compost facility.

Staff Contact: Nathan Johnson, City Manager

AN ORDINANCE OF THE CITY OF SCOTTSBLUFF DEALING WITH DISPOSAL OF TREES, BRUSH AND YARD WASTE AT CITY DISPOSAL SITES, AMENDING THE SCOTTSBLUFF MUNICIPAL CODE SECTION 6-6-26, EXEMPTING YARD WASTE AND TREE DISPOSAL FROM A CITIZEN'S RESIDENCE, SETTING FORTH RATES AND CHARGES FOR ACCEPTING COMMERCIAL AND NON-RESIDENTIAL YARD WASTE AND TREE DISPOSAL, REPEALING THE FORMER SECTION, PROVIDING FOR PUBLICATION IN PAMPHLET FORM AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF SCOTTSBLUFF, NEBRASKA.

Section 1. Section 6-6-26 of the Scottsbluff Municipal Code is amended to provide as follows:

"6-6-26. Trees, brush, yard waste; disposition at City disposal sites.

Every person who shall dispose of trees, brush or yard waste at any disposal site of the City shall, effective October 1, 2018, pay the following fee

Outside City Commercial/Non-residential yard waste and tree disposal
Inbound. \$25 per ton

Outside City residential yard waste
Inbound. \$5 per 450 lbs

Mulch
Outbound. \$25 per ton

Compost
Outbound. \$18 per ton

Provided, citizens of the City and commercial operators within the City may dispose of yard waste from the yard of a residence within the City at any of the City's disposal sites without charge. If the tree, brush or yard waste is generated through commercial activities, from a residential or non-residential site outside the City, then the above set forth charges will be applicable. Citizens or commercial operators within the City must have valid identification showing proof of residence inside the City or proof acceptable to the City the tree, brush or yard waste is from a residence within the City to obtain disposal without charge. For purposes of this section yard waste, brush and tree disposal shall mean grass clippings, brush, yard waste and tree material generated from a residence.

Section 2. Prior Section 6-6-26 of the Scottsbluff Municipal Code is hereby repealed. Section 6-6-26 is hereby amended, provided this Ordinance shall not be construed to effect any causes of action, civil or criminal, existing or actions pending, at the time this Ordinance becomes effective.

Section 3. This Ordinance shall become effective upon its passage, approval as provided by law, and publication shall be in pamphlet form.

PASSED and APPROVED on _____, 2018.

Mayor

Attest:

City Clerk (Seal)

Approved as to Form:

Deputy City Attorney

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Resolut.6

Council to approve the Resolution for the revised 90% plans and right of way cost estimate for the Monument Valley Pathway North Project.

Staff Contact: Mark Bohl, Public Works Director

NEBRASKA

Good Life. Great Journey.

DEPARTMENT OF TRANSPORTATION



Pete Ricketts, Governor

August 20, 2018

Ms Kimberley Wright
City Clerk
2525 Circle Drive
Scottsbluff NE 69361

Dear Ms Wright:

RE: Project No. ENH-79(42), CN 51512, Scottsbluff Monument Valley Pathway North

The design consultant has developed the project plans to the Revised 90% Plans stage of development, which also includes the ROW Plans. The LPA Program Agreement requires the LPA to review the 90% Plans which are enclosed, and either request modification or approve them as acceptable at this stage.

The ROW Cost Estimate is \$1,006,000.

If the ROW Plans and the ROW Cost Estimate are approved, please sign and return the attached Resolution D to me via email.

Thank you.

Sincerely,

Judy Borer
Project Coordinator | Local Projects
Phone 402-479-4435
Email judy.borer@nebraska.gov

Enclosures

Kyle Schneweis, P.E., Director
Department of Transportation

1500 Highway 2
PO Box 94759
Lincoln, NE 68509-4759

dot.nebraska.gov

OFFICE 402-471-4567 FAX 402-479-4325
NDOT.ContactUs@nebraska.gov

Kimberley Wright

From: Mark Bohl
Sent: Friday, August 24, 2018 8:46 AM
To: Kimberley Wright
Subject: FW: CN 51512, ENH-79(42), Scottsbluff Monument Valley Pathway North ROW Cost Estimate

Categories: Future Agenda Items

From: Borer, Judy [mailto:Judy.Borer@nebraska.gov]
Sent: Thursday, August 16, 2018 3:31 PM
To: Mark Bohl
Cc: Elizabeth Hilyard; Soula, Jeffrey
Subject: FW: CN 51512, ENH-79(42), Scottsbluff Monument Valley Pathway North ROW Cost Estimate

Mark,

The ROW Cost Estimate has been completed for this project. The total estimated amount is \$1,006,000, which means the LPA's 20% share would be \$201,200. Since this estimate is substantially higher than the preliminary estimate, please let us know if your budget can absorb this cost. Our Controller staff can work out a payment plan with you, if necessary.

The detailed estimate is as follows:

Right-of-Way Costs	\$ 579,140.00
Condemnation Costs	201,860.00
Incidental Costs	<u>225,000.00</u>
Total Costs	\$1,006,000.00

I'll be sending you a resolution for the City Council to approve the Revised 90% Plans and the ROW Cost Estimate soon, but we wanted to give you a heads-up on the ROW cost estimate first.

Thank you.

Judy Borer
Project Coordinator | Local Projects
Phone 402-479-4435
Email judy.borer@nebraska.gov

From: Borer, Judy
Sent: Thursday, August 03, 2017 11:50 AM
To: Elizabeth Hilyard <ehilyard@scottsbluff.org>
Subject: RE: CN 51512, ENH-79(42), Scottsbluff Valley Pathway North

Hi Elizabeth. I wanted to clarify that the estimate of \$200,000 for ROW isn't an 'official' estimate. It's basically just a rough guess, generally based on the number of tracts. The actual ROW Cost Estimate, when completed, could be substantially higher (or possibly lower) than \$200,000.

Also, I talked to our ROW Coordinator, and it doesn't seem likely that they will get to this one before August 21.

RESOLUTION

"REVISED 90% PLANS AND ROW COST ESTIMATE" APPROVAL

City of Scottsbluff

Resolution No. _____

Whereas: City of Scottsbluff (City) and State entered into an LPA Program Agreement for State to assist City in the development and construction of an LPA Federal-aid transportation project;

Whereas: The State or the design consultant has developed the project plans to the "90% Plans" stage of development, dated March 20, 2018;

Whereas: The "90% Plans" also includes Right of Way Plans and the Right of Way Cost Estimate;

Whereas: The LPA Program Agreement requires the City to review the "90% Plans and ROW Cost Estimate" and either request modification or approve them as acceptable at this stage;

Whereas: City wishes to approve the "90% Plans", including the Right of Way Plans and ROW Cost Estimate as prepared.

Be It Resolved by the City Council of the City of Scottsbluff that:

The Mayor, Randy Meininger, is hereby authorized to sign the bottom of this resolution and submit it to the State signifying the City's approval of the "90% Plans" dated March 20, 2018, including Right of Way Plans for the project.

NDOR Project Number: ENH-79(42)

NDOR Control Number: 51512

NDOR Project Description: Scottsbluff Valley Pathway North

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

The City Council of the City of Scottsbluff, Nebraska

Board/Council Member _____

Moved the adoption of said resolution

Member _____ Seconded the Motion

Roll Call: _____ Yes _____ No _____ Abstained _____ Absent

Resolution adopted, signed and billed as adopted

CITY OF SCOTTSBLUFF
Randy Meininger

Mayor

Attest:

Signature City Clerk

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Reports1

Council to approve the advertising of a Request For Proposal for sanitation services.

Staff Contact: Nathan Johnson, City Manager

Agenda Statement

Item No.

For Meeting of: September 4, 2018

AGENDA TITLE: Council to approve request for proposals for solid waste, recyclables and yard waste collection and disposal.

SUBMITTED BY DEPARTMENT/ORGANIZATION: Public Works

PRESENTATION BY: City Manager Nathan Johnson

SUMMARY EXPLANATION: The Public Works Department is requesting the approval of soliciting proposals for solid waste, recyclables and yard waste collection and disposal.

BOARD/COMMISSION RECOMMENDATION:

STAFF RECOMMENDATION: Recommend approval to research the options for the City of Scottsbluff's solid waste program.

EXHIBITS

Resolution ☐

Ordinance ☐

Contract ☐

Minutes ☐

Plan/Map ☐

Other (specify) Request For Proposal

NOTIFICATION LIST: Yes ☒ No ☐ Further Instructions ☐

Please list names and addresses required for notification.

- TDS
PO Box 696
Torrington, WY 82240
- Waste Connections
710 Country Club Road
Gering, NE 69341
- City of Gering
Environmental Services
PO Box 687
Gering, NE 69341
- Waste Management
1001 Fannin Street
Houston, TX 77002

APPROVAL FOR SUBMITTAL: _____
City Manager

REQUEST FOR PROPOSAL
FOR
SOLID WASTE, RECYCLABLES AND YARD WASTE COLLECTION AND DISPOSAL
(or variations/combinations of services)
FOR PUBLIC WORKS DEPARTMENT



City of Scottsbluff, Nebraska
2525 Circle Drive
Scottsbluff, Nebraska 69361

September 4, 2018

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CITY OF SCOTTSBLUFF, NEBRASKA

REQUEST FOR PROPOSAL

Solid Waste, Recyclables and Yard Waste Collection and Disposal

Sealed proposals will be received by the City of Scottsbluff, Nebraska at the office of the City Clerk, 2525 Circle Drive, Scottsbluff, NE 69361, until 10:00 a.m., (M.S.T.) November 5, 2018, for solid waste, recyclables and yard waste collection and disposal.

Complete Request for Proposals Documents are available and may be obtained from the City of Scottsbluff at the above referenced address. Proposals shall be submitted in a sealed envelope addressed to the City of Scottsbluff with the name "Request for Proposal for Solid Waste Collection and Disposal".

The City reserves the right to reject any and/or all Proposals, waive any informality in the Proposals received and to accept the Proposal it deems most beneficial to the City.

/s/Kimberley Wright, City Clerk

Publish 3F: September 7, 2018
September 14, 2018
September 21, 2018

INFORMATION TO PROPOSERS

1.1 INTRODUCTION

The City of Scottsbluff (“City”) is requesting Proposals from qualified vendors (“Vendors”) for solid waste collection and/or disposal for the City. This Request for Proposals (“RFP”) is for the following: residential and commercial municipal solid waste, recycling and yard waste collection and/or disposal, and the processing and marketing of collected recycling and yard waste (“Services”). The initial contract (“Contract”) term shall be 25 years, from a contracted start date; provided, however that the City shall have a unilateral option for up to two additional 25 year Contract extensions as determined and agreed upon by the City and Selected Vendor.

The City is seeking a continuation of the existing solid waste collection services system with potential service improvements and revisions as described in a contract (“Contract”). The City prefers to award one comprehensive Contract for all Services. The City also seeks specified collection system and Contract alternatives. The City reserves the right to choose some, all or none of the alternatives proposed.

Proposers shall complete a Base Proposal, based on the Services described in this RFP; with the costs of alternatives separately identified on the specified proposal forms. During the review, the City shall compare all accepted Proposals based solely upon the Base Proposal, including alternatives. **The City may determine a highest rated proposed contractor based upon the evaluation criteria. The City would then attempt to negotiate a Contract with the highest rated proposed contractor using the Proposal and amend it as necessary to include any alternatives chosen by the City.**

Once the review process is complete, The City may attempt to finalize a Contract with the highest rated proposed contractor. Such finalization would be based on the Proposal modified as necessary to include any alternatives selected by the City.

In the event any negotiations with the highest rated proposed contractor are unsuccessful, in the opinion of the City, the City may terminate such contract finalization and undertake contract finalization with the next highest rated proposed contractor, and so on, until such time as a Contract is awarded or the process is terminated.

THE CITY RESERVES THE RIGHT TO TERMINATE THIS RFP PROCESS AT ANY TIME AND FOR ANY REASON AND WITH NO FURTHER OBLIGATIONS, INCLUDING BUT NOT LIMITED TO PROPOSAL PREPARATION COSTS, TO ANY PROPOSER.

This RFP is organized into four sections:

Section 1: Information for Proposers provides background information regarding the City’s solid waste handling system (the “System”) and generally describes the services to be performed by the Contractor according to the terms of the System.

Section 2: Instructions for Proposers provides instructions for submitting a responsive Proposal, and includes the procedures the City will follow in choosing the highest rated proposed contractor or “Selected Proposer”

Section 3: Proposal Forms includes the questions that must be answered and the forms that must be completed for a Proposal to be considered responsive to the RFP.

Section 4: Appendices include: (A) City Service Area Map; (B) 2016 and 2017 Tonnage Reports; (C) Solid Waste Municipal Code; and (D) 2018 Solid Waste Fee Structure.

1.2 EXISTING COLLECTION SYSTEM

This section generally describes the existing solid waste collection system or “System”. Carefully review the Proposal Documents to determine the scope of operations envisioned under the RFP. The Proposal Documents are just an overview of what will be contained in a Contract. A Contract will be more thorough and contain more detail of service agreements.

The City of Scottsbluff, Nebraska is located in the Great Plains region of the United States and has a population of just over 15,000 residents. Scottsbluff is the largest City in the Nebraska Panhandle and the 13th largest city in Nebraska. The City shares its borders with the City of Gering, and the City of Terrytown for a total population base of just under 24,000 residents. Scottsbluff is the retail hub of western Nebraska and eastern Wyoming offering abundant lodging, dining and shopping experiences.

Scottsbluff operates under the council-manager form of government and employs approximately 140 full-time employees. The City is served by five council members elected at-large to four-year terms. The Mayor is selected by his/her colleagues.

The City of Scottsbluff’s Environmental Services department is the current provider of solid waste, recyclables and yard waste collection. Current Services include year-round weekly curbside or alley collection for both solid waste and recyclables. Yard Waste is collected curbside or in the alley weekly during the months of April through November. A current total of 5,031 single-family customers, 295 multi-family and 843 commercial customer accounts are provided service. Garbage collection is mandatory within the City limits. The City provides collection services, recycling and yard waste drop-off locations and billing. Disposal of solid waste and recyclables is currently through the City of Gering at their transfer station and municipal landfill through a tipping fee. Yard Waste is currently disposed of at the City operated Compost Facility. Additional information on the City’s solid waste collection and utility billing system is available on the City’s website at www.scottsbluff.org.

Appendix B includes full-year 2016 and 2017 collection data provided by the Environmental Services department, including tonnage reports.

Solid Waste Collection

Solid waste collection or garbage collection is required within the City limits by all households. It is collected from single-family, multi-family and commercial customers once a week all year long. Solid waste can be disposed of in either a 90 gallon roll-out container which is picked-up curbside or in a 1.5 cubic yard dumpster in the alley, usually shared by up to four households. Solid Waste container type for each household is determined by the City. The City collects the solid waste and delivers it to the City of Gering transfer station and landfill. Not all materials are allowed to be discarded in the solid waste container.

Single-Stream Recycling

Single-stream recycling is a mixture of allowable recyclables into a 90-gallon roll-out container which is collected curbside weekly by the City. The single-stream recyclables are transferred to the City of Gering transfer station where it is then bailed and shipped to a third party. This program is included in the minimum rate and is no extra charge. This is an opt-in service by calling the City and asking for the delivery of a single-stream recycling container.

Drop-off Recycling

Residents can drop off already sorted recycling at different locations throughout the City. Drop-off locations include multiple mobile trailers, an after-hours shed and the Environmental Services building. This is a free service for residents. Materials accepted are limited. Visit the City of Scottsbluff website at www.scottsbluff.org for a list of accepted recyclables.

Electronic Waste

Residents can drop off certain but not all approved electronics at the Environmental Services building during operating-hours. There is no charge to residents and is a fee per pound for commercial customers.

Yard Waste Program

The City offers the collection of yard waste from customers included in the minimum rate. Yard waste is collected in a 90 gallon container either at the curb or in the alley. This service is offered weekly from April through November. The yard waste is transported to the City owned and operated compost facility.

Cardboard Collection

The City offers containers for cardboard to commercial customers within the service area. Cardboard is collected on the day or days each week that the commercial customer requests. Cardboard collection is an additional fee added to the utility bill.

Residential Collection

Residential Collection is the collection of both single-family and multi-family customer accounts. See single-family and multi-family collection below:

Single-Family Collection

Single-family residences are provided year-round weekly collection of solid waste, single-stream recycling and weekly yard waste collection during the months of April through November. Residents use City owned and provided curbside roll-out carts or alley dumpsters for solid waste collection. A minimum rate is charged for these services to each active customer account. All three services are included in the minimum rate. Materials allowed in each container (solid waste, single-stream, yard waste) vary and can be found on the City's website at www.scottsbluff.org.

Multi-Family Collection

Multi-family residences are provided with either curbside roll-outs or dumpsters for solid waste service as well as recycling and yard waste containers that accept the same materials as are handled by the single-family program. Multi-family cost of service is based on a scale depending on the amount of units within the facility.

Commercial Collection

Commercial solid waste collection is provided through the use of 90 gallon roll-out containers, 1.5 cubic yard dumpsters and 3.0 cubic yard dumpsters. Collection can be anywhere from once a week up to five times per week. Commercial accounts also have a single-stream recycling and yard waste program that operated the same way as the residential program.

Special Pick-ups

Special pick-ups or extra pick-ups can be scheduled by residential or commercial customers. The City has the ability to accept and charge the customer for an extra pick-up or deny the pick-up. More information about special pick-ups can be found on the City website at www.scottsbluff.org.

Construction Dumpsters

Construction dumpsters can be provided to customers at an extra cost. Containers are 1.5 cubic yards. Payment is good for four dumps or four weeks, whichever comes first. Materials allowed to be disposed are limited to small construction waste material only. Large and heavy objects are not allowed.

Open-top Roll-offs

The City of Gering currently provides large open-top dumpster roll-offs for Scottsbluff residents at a cost.

Containers

The current containers range from a 90 gallon roll-out container to a 1.5 cubic yard dumpster to a 3.0 cubic yard dumpster. Most of the containers are owned by the City and used by the customers. There are a few containers that were purchased and are owned by customers from a previous time when containers were purchased by customers rather than borrowed.

Disposal

Collected solid waste and single-stream recyclables are transported to the City of Gering transfer station and landfill. Yard waste is transported to the City owned and operated compost facility.

Routes

The City is split into four sections which makes up the daily routes. Each of the four sections is picked up on a certain day each week. These four routes are on Monday, Tuesday, Thursday and Friday. Garbage and yard waste are picked up at each house once a week. The day the garbage and yard waste is picked up at each house is dependent on the location of the property. The location determines which of the four sections it is in and what day the collection service happens. The single-stream recyclables are picked up every Wednesday. Commercial routes depend on which days and how often each commercial account customer wants service.

Altered Routes

Altered routes occur during holiday weeks or emergency situations. The alternative collection days are sent out as press releases, added to social media and the City website to notify the public of the changed collection days.

Environmental Service Building

The Environmental Services building is used as an operation and maintenance facility for the Environmental Services department. It is used for office space, training, storage, recycling drop-off and more.

Community Events

The City currently participates in events such as Free Dump Day, Household Hazardous Waste Day, Recycle Your Cycles, Pharmaceutical Take Back Event, Southeast Neighborhood Clean-up and more. Most if not all of these events are a partnership with Keep Scottsbluff/Gering Beautiful.

Employees

The Environmental Services department has one supervisor, one records technician and eleven solid waste equipment operators; two of which operate the Compost Facility.

Administration

The City manages solid waste functions through its Environmental Services Department which is a Division within the Public Works Department. Staff administers collection agreements, interfaces with state, regional and local agencies, develops and administers policy on solid waste as well as a range of conservation and sustainability issues, develops strategic partnerships and programs, and coordinates related outreach, marketing and education within the community.

The City's Finance Department handles the utility billing for solid waste, recyclables and yard waste collection. The City currently bills all residents and commercial customers bimonthly for the services.

1.3 GENERAL TERMS

1.3 General Scopes (A, B and C) of a Contract; Base Proposal

- A. The City is requesting Proposals from qualified Vendors for solid waste collection and disposal services ("Services") for the City. These Services include: solid waste, recyclables, cardboard, electronics and yard waste collection for all sectors; the disposal of all solid waste through a Transfer System to an appropriate and environmentally friendly landfill that is compliant with federal, state and local laws; the transfer of recyclables, cardboard and electronics to an appropriate recycling facility through the Transfer System; the transfer of yard waste to the City owned and operated Compost Facility; and providing open-top roll-offs and collection to City residents. The Contractor will have the opportunity to purchase current Environmental Services supplies, vehicles, equipment, buildings, and facilities at the discretion of the City. The Contractor will also have the ability to retain the current Environmental Services employees at the discretion of the Contractor and current employees. The Contractor would handle all solid waste services for the City including collection, disposal, administration and billing. All of the above items will be laid out in full detail in a Contract.
- B. The City is requesting Proposals from qualified Vendors for solid waste disposal services ("Services") for the City. These Services include: acceptance of solid waste, and recyclables, cardboard and electronics at either a Contractor owned Transfer Station and/or environmentally friendly landfill that is compliant with federal, state and local laws. The City will continue to handle the collection operations and will unload solid waste and recyclables at a Transfer Station or Landfill for a Tipping Fee agreed upon within a Contract. The Transfer Station can be currently owned by the Contractor, built by the Selected Proposer or built and operated by the City. The landfill can be owned and operated by the Contractor or by a third party. Transportation of solid waste from the Transfer Station to the Landfill will be dependent on the owner of the Transfer Station. Utility Billing will continue to be a responsibility of the City.

- C. The City is requesting *alternative* Proposals from qualified Vendors for variations of *solid waste collection and disposal services* (“Services”) for the City. These Services include: Any combination, variation or alteration of the above options. Alternative Proposals must be *clearly* outlined in submitted Base Proposals.

D. Additional information regarding *Scope A*:

The Contractor selected as a result of this RFP process shall be responsible for all aspects of the contracted-for Services, including but not limited to providing equipment, labor, supervision and supplies necessary to perform the Services. Unless otherwise agreed to by the City, the Contractor shall be solely responsible for providing containers necessary for all collection services to City customers. Current containers will be available for purchase by the Contractor at the discretion of the City. In addition, the selected Contractor shall assist the City in the production and distribution of public information about recycling, collection schedule changes and the promotion of new collection services. The Contractor will have primary responsibility for all customer materials.

The Contractor shall be responsible for providing functions relating to service delivery including informing customers of potential service levels and changes, receiving and resolving customer complaints, dispatching Containers, special collections and handling billing inquiries. The Contractor will prepare and send out bills to its residential and commercial customers. The Contractor shall handle all account changes, including opening accounts, closing accounts, changing account service levels and maintaining accounts. The Contractor shall accurately manage and communicate the service levels, billing information, tonnage reports in a database. The City will provide the Contractor with the current list of accounts including service levels, contact information and history. The Contractor must require solid waste service participation in accordance with Chapter 19 of the City Municipal Code.

E. Additional information regarding *Scope B*:

The Contractor selected as a result of this RFP process shall be responsible for all aspects of the contracted-for Services, including but not limited to providing equipment, labor, supervision and supplies necessary to perform the Services. Unless otherwise agreed to by the City, the Contractor shall be solely responsible for providing either a Transfer Station and Landfill or Landfill for the disposal of solid waste and recyclables. Current collection services and containers will continue to be City owned and operated. In addition, the City will continue the production and distribution of public information about recycling, collection schedule changes and the promotion of new collection services.

The City shall continue to be responsible for providing functions relating to service delivery including informing customers of potential service levels and changes, receiving and resolving customer complaints, dispatching Containers, special collections and handling billing inquiries. The City will prepare and send out bills to its residential and commercial customers. The City shall continue to handle all account changes, including opening accounts, closing accounts, changing account service levels and maintaining accounts. The City shall accurately manage and communicate the service levels, billing information, tonnage reports in a database. The Contractor will provide the City with scale tickets, tonnage reports and other reports set forth in the Contractor. The City will continue to require garbage service participation in accordance with Chapter 19 of the City Municipal Code.

F. Additional information regarding Scope C

The Contractor selected as a result of this RFP process shall be responsible for all aspects of the contracted-for Services, including but not limited to providing equipment, labor, supervision and supplies necessary to perform the Services. Unless otherwise agreed to by the City, the Contractor shall be solely responsible for providing the agreed upon alternative services within a Contract.

The City intends to procure, at a minimum, those Services required as a part of the Base Proposal for the collection system and other services as defined in a Contract. The quality of current services is expected to remain the same or improve with the acceptance of a Contractor and Contract. Proposers responding to this RFP shall provide Proposals that meet the requirements of this RFP, including the Base Proposal requirements. The descriptions set forth in this RFP Section 1.3 is a general description and summary of the City's requested Services and shall not be the basis for any dispute over the City's requirements for either its (1) Base Proposal or (2) selection of a Contractor.

INSTRUCTIONS TO PROPOSERS

2.1 DEFINED TERMS

Terms used in these Proposal Documents that are defined in the RFP and/or Contract have the meanings assigned to them therein.

- "Contract" means a comprehensive Solid Waste, Recyclables and Yard Waste Collection and/or Disposal Contract, to be entered into by the City and the Selected Proposer(s) after completion of the RFP process.
- "Base Proposal" means the proposal submitted by a Proposer based on the Scope that meets the requirements of the RFP.
- "City" means the City of Scottsbluff, a municipality in the State of Nebraska.
- "Contractor" means the Selected Vendor that may enter into a Contract with the City related to the Services.
- "Day" or "Days" means calendar days unless otherwise specified.
- "Proposer" means a Vendor that submits a Proposal to the City in response to this RFP.
- "Proposal" means a formal response to the RFP submitted by a Proposer to the City. A Proposal is considered a "Responsive Proposal" if it includes all necessary documents, information, security, rates, proposed modifications to the Base Proposal in compliance with the RFP.
- "Proposal Documents" include the Advertisement for Proposals and the Request for Proposals, including the Information for Proposers, Instructions to Proposers, Proposal Forms, and additional information within.
- "RFP" means these procurement document.
- "Selected Proposer" means the Contractor to whom the City makes an award as provide in the Award of Contract section of these Instructions to Proposers.

- “Services” means all collection and processing services and associated functions addressed in the Base Proposal.
- “Vendor” means an individual, company, corporation, partnership, joint venture or other entity that has submitted a Proposal in response to the RFP.

2.2 COPIES OF PROPOSAL DOCUMENTS

Complete sets of the Proposal Documents shall be used in preparing Proposals, and may be obtained by request from:

Kimberley Wright, City Clerk
City of Scottsbluff
2525 Circle Drive
Scottsbluff, NE 69341

www.scottsbluff.org
KWright@scottsbluff.org
(308) 630-6221

In making copies of the Proposal Documents available, the City does so only for the purpose of obtaining Proposals on the Services and does not confer a license to grant for any other use of these documents.

2.3 EXAMINATION OF PROPOSAL DOCUMENTS

It is the responsibility of each Vendor to do the following before submitting a Proposal:

- Carefully review the Proposal Documents before the deadline to submit and inform the City of any questions, comments or objections to any document or portion of the Proposal Documents, including but not limited to the requirements. Vendors shall include in objections any terms the Vendor is unable to meet and/or terms that the Vendor believes are preferential to a particular prospective Proposer.
- Notify the City of the Vendor’s interest in this RFP and provide the name, e-mail address and phone number of the person to whom RFP addenda and related information should be directed. An e-mail to the City’s contact listed in Section 2.2 shall be considered notice for purposes of this section 2.3. The City shall not provide addenda or other information to any Vendor that has not provided notice as required pursuant to this section 2.3.
- Carefully examine all of the Proposal Documents and any related attachments.
- Become familiar with local conditions that may affect costs, implementation, progress, performance or furnishing of the services or equipment required under the Proposal Documents.
- Consider federal, state and local laws, statutes, ordinances, regulations and other applicable laws, executive orders and/or guidelines (“Laws”) that may affect costs, implementation, progress, performance or furnishing of the services or equipment required under the Proposal Documents, including, but not limited to, applicable regulations.
- Submit any questions concerning the Proposal Documents to the City in a timely fashion in order that the questions may be answered in an addendum to be issued by the City.

- Notify the City of any conflicts, errors, omissions or discrepancies in the Proposal Documents.
- Obtain all required signatures on the Proposal Forms.

2.4 INTERPRETATIONS, SCHEDULE AN ADDENDA

All questions concerning the meaning or intent of the Proposal Documents and notifications concerning any conflicts, errors, omissions or discrepancies in the Proposed Documents are to be directed to the contact person specified in Section 2.2

Questions shall be received by 10:00 AM on November 5, 2018, in order to be considered. The City may, at its option, allow a second round of questions after that date, but questions may be limited to clarifications on answers provided during the first round of questions. The City will answer all questions via written addenda to this RFP to all Proposers who have provided notice of its interest pursuant to Section 2.3 by November 5, 2018. Questions and answers will also be posted to the City of Scottsbluff website at www.scottsbluff.org. Proposers shall note receipt of each addenda on the completed Form 5 (Certification) submitted with a Proposal. The City reserves the right to modify the Proposal Documents prior to the receipt of Proposals with notice to parties that submitted a notice and request for Proposal Documents pursuant to Section 2.3.

The City has set the following schedule for receipt and review of the Proposals. The City reserves the right to modify this schedule if deemed necessary.

<u>EVENT</u>	<u>TIME FRAME</u>
RFP approved by Council	September 4, 2018
Questions and Comments Deadline	November 5, 2018
Proposals Due	November 5, 2018
Proposal Evaluations and Interviews	November 2018 to December 2018
Selection and Finalization of Contract	First Quarter 2019
Recommendation to City Council	First Quarter 2019 to Second Quarter 2019
Transition Phase	Second Quarter 2019 to Third Quarter 2019
Start of Collection Services	Third Quarter to Fourth Quarter 2019

The submission of a Proposal shall constitute an incontrovertible representation by the Proposer that the Proposer has complied with every requirement of these Instructions to Proposers, that without exception the Proposal is premised on Proposer being able and willing to perform and furnish the services, labor and equipment required by the Proposal Documents and that the Proposal Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance and furnishing of the Services and equipment.

2.5 PROPOSAL SECURITY BOND

No Security bond is necessary.

2.6 CITY INVESTIGATIONS AND PROCESS DECISIONS

As part of the RFP evaluation process, the City reserves the right to do any or a combination of the following:

- Contact staff from other jurisdictions regarding their experiences;

- Visit a Proposer's facilities, including proposed processing facilities such as a Transfer Station or Landfill and proposed vehicles and equipment;
- Meet the Proposer's personnel, including interviewing the Proposer's existing route, operations, management, financial and customer services personnel during the performance of their regular duties;
- Retain independent consultants for assistance in evaluating Proposals and provide proposal materials to those consultants;
- Request clarification or additional information from a specific Proposer in order to assist in the City's evaluation of a Proposal;
- Require changes in the Proposal that the City deems necessary;
- Decline to award a Contract for the Services as a result of this RFP process;
- Discontinue negotiations with the Selected Proposer or any Proposer and commence discussions with any other responsive Proposer;
- Withdraw the RFP and reject any or all Proposals;
- Not award to any or all Proposers and issue a subsequent request for bids or request for new proposals based on concepts proposed in response to this RFP or otherwise;
- Continue Services as they are currently conducted with little to no changes;
- Seek other investigations, inquiries, reviews or clarifications which would allow the City to make informed decisions.

2.7 PROPOSALS

Each Proposer's Proposal shall provide unit prices for all service levels indicated on the appropriate Proposal forms. All Proposals shall be provided in year-2018 dollars. The Proposal unit prices shall be used, in part, to determine the Selected Proposer. All costs, including overhead and profit, and non-itemized taxes, fees or surcharges imposed by federal, state or local laws, for which the Proposer expects to receive payment as a result of the Services shall be included in the unit prices, unless otherwise specifically directed.

The data on the existing System concerning number of customers and collection tonnages should be viewed as estimates and are presented solely as the basis for calculations on which the award of a Contract will be made. Actual results experienced during the operation of the System may differ.

NOTE: Although the City requires mandatory solid waste collection services, it cannot provide a guarantee as to the future number of customers that may utilize the Selected Proposer's services. Chapter 19 of the City of Scottsbluff Municipal Code explains the mandatory solid waste services to City residents.

By submitting a Proposal, the Proposer is committing to commencement of Services by an agreed upon start date and to comply with the submitted Proposal.

2.8 PREPARATION OF PROPOSAL FORMS

All blank spaces in the Proposal Forms shall be completed to be considered and no changes shall be made to any of the Proposal Forms. If forms submitted by a Proposer are substantially different than the Proposal Forms, the City may deem the Proposal non-responsive.

The Proposal prices shall be inclusive of all costs of providing the services, labor and equipment. The City may, at its sole discretion, deem any Proposal non-responsive to the Base Proposal that contains omissions, erasures, alterations or additions of any kind, or prices uncalled for, or obviously unbalance, or any Proposal that in any manner fails to conform to the conditions of this RFP.

The Proposers shall sign its proposal in ink in the blank space provided and all names shall be typed or printed below the signature, along with evidence that the Proposer is a duly organized and validly existing business, licensed to do business in the City and the State of Nebraska. If not licensed, then the Proposer shall provide a sworn statement that it will become licensed if selected as the successful Proposer prior to executing a Contract. The legal name of the Vendor submitting the Proposal shall be typed or printed in the space provided at the bottom of each page of the Proposal Forms. Proposals by corporations shall be executed in the corporate name by the president or a vice-president (or other corporate office accompanied by evidence of authority to sign). Proposals by partnerships shall be executed in the partnership name and signed by a partner, whose title shall appear under the signature.

If the signature is by an agent other than an officer of a corporation or a member of a partnership, a notarized power-of-attorney shall be on file with the City prior the opening of Proposals or shall be submitted with the Proposal; otherwise, the Proposal may be deemed non-responsive.

2.9 SUBMISSION OF PROPOSALS

Sealed proposals will be received by the City of Scottsbluff, Nebraska at the office of the City Clerk, 2525 Circle Drive, Scottsbluff, NE 69361, until 10:00 a.m., (M.S.T.) November 5, 2018, for solid waste, recyclables and yard waste collection and disposal.

Complete Request for Proposals Documents are available and may be obtained from the City of Scottsbluff at the above referenced address. Proposals shall be submitted in a sealed envelope addressed to the City of Scottsbluff with the name "Request for Proposal for Solid Waste Collection and Disposal".

The City reserves the right to reject any and/or all Proposals, waive any informality in the Proposals received and to accept the Proposal it deems most beneficial to the City.

2.10 MODIFICATION OR WITHDRAWAL OF PROPOSALS

Prior to the time and date designated for receipt of Proposals, any Proposal submitted may be modified or withdrawn by notice to the City. The Proposer shall provide such notice in writing to the City contact shown in Section 2.2 and shall include the signature of the Proposer. Notice of a Proposal modification or withdrawal shall only be considered by the City if the City receives it before the time and date set for receipt of Proposals. A late modification or withdrawal request shall not be recognized, and the City shall consider the originally submitted Proposal.

2.11 PROPOSAL EVALUATION

2.11.1 Evaluation Criteria

The City's Proposal evaluation committee shall review proposals based on the following criteria:

NOTE: Not all criteria below will be reflected in each scope (A, B and C). Each Proposal submitted and accepted before the deadline will be evaluated based on the Scope or Scopes of service proposed.

(1) Responsiveness/Completeness (pass/fail)

Each Proposal will be reviewed based on responsiveness to the information required. All forms shall be completed, all questions answered, and all information supplied in the format requested. The City may disqualify any Proposer not meeting these initial requirements. Proposers meeting these initial criteria may be contacted by the City to provide specific clarifications.

(2) Minimum General Qualifications (pass/fail)

Proposers must have experience operating solid waste, recyclables, and yard waste collection and/or disposal services. Proposers shall submit all information, related to their ability to successfully perform the work described in the RFP and Base Proposal, including a full and competent response to items A through E in Section 3.1 of this RFP. Proposers who do not fully respond to all questions, who do not clearly outline their proposed services, equipment and approaches, and/or who fail to clearly demonstrate their ability to perform under a Contract may be determined to "Fail" meeting the Minimum General Qualifications.

(3) Rate Evaluations (70 points)

The City shall review the rates provided by Proposers in conjunction with the overall Proposals provided on the Proposal due date. The City will determine the general trend of initial rate proposals, review the pricing of alternatives provided by Proposers, and consider the Proposal exceptions and related cost impacts identified by Proposers. Rates will be negotiated between the City and the Contractor every five years by using appropriate data and evaluations to determine reasonable rates.

Proposers shall provide the best possible and most accurate pricing for both the Base Proposal and alternatives.

(4) Customer Service and Operations Approach, Demonstrated Ability and References (30 points)

Proposers shall have demonstrated knowledge, skills, creativity, experience and capacity to design, deliver, manage and improve all aspects of customer service, operations, maintenance, outreach and education, marketing, procurement, financial management, contingency planning, sustainability performance and other aspects associated with the provision of services.

Proposers may be evaluated on the basis of Proposals submitted as well as references, interviews with Proposer staff and site visits. Evaluation shall be based upon a number of factors, which include, at the City's discretion, any number of the following:

A) Customer Services

Customer service elements shall be reviewed and may be evaluated with respect to the following items:

- Demonstrated customer service capacity, abilities and quantitative and qualitative evaluation measures (e.g. the number of representatives designated for the City, ring/hold time data, speed to answer by human representative);
- Ability to efficiently and effectively operate a utility billing system;
- Proposed local customers service opportunities, including stand-alone sites or partnerships with other businesses and institutions;
- The existence of formal, written training materials and frequency of customer service representative training;
- Proven strategies and demonstrated experience with minimizing customer and City complaints related to “misses,” damaged or misplaced containers, billing issues and other common customer and City complaints;
- Demonstrated responsiveness and expedient resolution of customer and City complaints;
- Demonstrated ability to provide a timely and efficient transition to a new contractor services with minimal impact to customers;
- Ability to establish and maintain a customer service-oriented web site;
- Demonstrated ability to effectively and efficiently address service disruptions and inclement weather events; and

B) Contract Implementation and Compliance

Contract implementation and compliance elements shall be reviewed and evaluated with respect to the following items:

- The extent to which a transition is necessary and expected customer impacts;
- Procedures, protocols and approach for verifying compliance with contract conditions and past performance on municipal contracts, including any violations or performance fees that were required to be paid by Proposer;
- Contract compliance and demonstration of meeting and/or exceeding customer and City service expectations based on interviews with client cities;
- Demonstrated ability to work with client cities, agencies and others in the effective delivery and implementation of services or programs;
- Policies and procedures for tracking and documenting services, including customer account information, reporting, allocating costs, tonnages, etc.; and
- Demonstrated ability to respond to and address customer service, operations or other issues or requests in a timely and effective manner.

In addition, Proposers shall be evaluated on their demonstrated ability (as confirmed by municipal clients) to work with municipal staff and successfully conduct good faith negotiations for performance reviews and required contract modifications such as service adjustments, unanticipated rate adjustments and/or contract extensions.

C) Diversion Approach, System Design and Operations

Diversion approach, system design and operations elements will be evaluated with respect to the following items:

Operations

- Ability and established procedures and/or policies to maintain and operate a fleet of collection vehicles, including back-up vehicles, and containers in a clean, safe, sanitary and proper working condition;
- Demonstrated ability to deliver, exchange and remove customer containers in a timely, reliable and efficient manner, including the roll-out of new services or container options;
- Ability to effectively and reliably communicate between fleet vehicles and customer service staff in order to address service and other on-route issues;
- Demonstrated plans for and resources to provide contingency services in the event of equipment failure, loss of recycling processing, composting or municipal solid waste disposal capabilities or capacity, inclement weather, strike or other unexpected circumstances reasonably possible during the term of a Contract;
- Approach to oil and effluent spill response;
- Proven strategies to minimize service disruptions and customer issues such as “misses,” inclement weather and customer exceptions (i.e. extras, recyclable materials preparation, additional services, special populations, etc.);
- Ability to implement alternative routing technologies to improve collection efficiency; and
- Approach to handling short- and long-term inclement weather events (i.e. two consecutive missed collection days).

Recycling and Yard Waste collection, processing and education

- The range of recyclables accepted beyond the minimum specified;
- The range of materials accepted by the Proposer’s selected processing facility and that facility’s plans and contingencies for handling a wide range of materials;
- Proposer’s approach to monitoring collected recyclable or yard waste materials and providing feedback to Customers on contamination levels;
- Proposer’s demonstrated strategies and proposed approach to management and reduction of contamination in inbound recycling and yard waste streams over the term of a Contract;
- The proposed approach for monitoring inbound recyclable loads, residuals from processing and out-throws, and prohibitives in outbound processing loads;
- The quality of recycling education and promotional materials developed solely by the Proposer and Proposer’s ability to clearly explain how to participate under a fully commingled recycling system;
- The quality of promotional materials supplied with containers and Proposer’s ability to clearly explain how to participate under a single-stream recycling collection program;
- Proposer’s ideas and demonstrated ability to provide educational and promotional support to maximize diversion, improve customer service, and reduce contamination under expanded recycling and yard waste collection programs; and
- Proposer’s ideas and demonstrated ability to provide educational and promotional support to maximize diversion, improve customer service, and reduce contamination under expanded recycling and yard.

Collection, transfer and disposal

- The ability to properly collect, transfer and dispose of solid waste in an environmentally friendly manner that is compliant with all federal, state and local laws.

In addition, Proposers shall be evaluated on the basis of their proposed transition and implementation plan as described in Section 3 of this RFP, including completeness, rationale and schedule of customer information, promotion and notification, customer service, procurement and delivery of vehicles,

containers and other equipment, contingency plans and other considerations which ensure a successful transition and implementation of the Services consistent with the start of collection and/or disposal services.

The customer service and operations approach, demonstrated ability and references portion of Proposals shall be assessed a qualitative score of up to 30 points based upon any number of the factors listed above. Scores may be assessed based upon a comparison to other Proposals or on a stand-alone basis. While City staff will review and score this portion with careful consideration of the selected factors, they are not required to provide any justification (written or otherwise) for the scores assessed to this portion of the Proposal.

2.11.2 Process

During the review, Proposals shall be reviewed by an evaluation team composed of City staff and one or more City consultants. The City's evaluation committee shall then provide a recommendation to City Council on whether to proceed. The City Council will determine whether to award a contract based on the recommendation, or any other option they choose.

Contract negotiation shall then proceed with the Selected Proposer or another Proposer if Contract negotiation with the Selected Proposer is not successfully concluded in a timely manner. The resulting Contract shall be submitted to the City Council for review and approval. The City Council will consider staff's recommendation, however, the City Council has the final authority to choose a Contractor and award a Contract to the party of their choice.

The City reserves all of its rights, including but not limited to the right to reject any and all Proposals, to waive any and all informalities, and to disregard all non-conforming, nonresponsive, irregular or conditional Proposals. In addition, the City reserves the right to reject the Proposals of any and all Proposers if the City believes that it would not be in the best interest of the City to make an award, whether because the Proposal is non-responsive, because the Proposer is not found to be responsible or fails to meet any other pertinent standard or criterion established by Scottsbluff, or whether it is otherwise not in the best interest of the City. In addition, the City reserves the right to terminate the RFP process at any time and for any reason.

2.12 SERVICES START DATE

The Contractor/Selected Proposer shall start the Services under a Contract on an agreed upon date.

2.13 PUBLIC DOCUMENTS AND DISCLOSURE

Under Nebraska State law, including without limitation Neb. Rev. Stat. 84-712 et seq, Nebraska Public Records Act, the documents and other records submitted in response to this RFP (should be considered public records upon submission to the City, subject to mandatory disclosure upon request by any person, unless the documents are exempted by a specific provision of law. The City assumes no contractual obligation to enforce any exemption. The City intends to disclose all sealed rate portions of the Proposals after they are opened to all Proposers. Proposers are cautioned to not include any confidential or proprietary information with their Proposals which they do not want disclosed. The City shall not be liable for or responsible for the disclosure of such information.

2.14 DISCLAIMER OF COSTS

The City shall not be responsible for any costs incurred by any Vendors in preparing, submitting, or presenting its response to the RFP or interview process, as applicable. The City shall not be responsible

for any costs incurred by the Selected Proposer prior to the date of the execution of a Contract.

2.15 INSTRUCTIONS FOR SUBMITTING A RESPONSIVE PROPOSAL

2.15.1 Obtain Proposal Documents

Send a request for (1) the Proposal Documents, and (2) confirmation of Proposer email address so the City can provide Proposal information to the Proposer throughout the process. The City contact is listed in Section 2.2 of this RFP.

2.15.2 Conduct Investigation Deemed Necessary

Each Proposer shall conduct any investigation of the Service Area, projected customer counts, types and quantities of customer-owned equipment, markets, processing facilities and other conditions deemed necessary by the Proposer to submit a responsive Proposal.

2.15.3 Submit Responsive Proposal

Complete Proposals shall be submitted no later than 10:00 am MST on November 5, 2018, and shall be enclosed in a sealed package, marked with the words “Request for Proposal for Solid Waste Collection and Disposal” and marked so as to indicate, without being opened, the name and address of the Proposer. Proposals shall be accompanied by an envelope containing all other required Proposal documents, including completed Proposal Forms. Proposals can be mailed or delivered to:

Kimberley Wright, City Clerk
City of Scottsbluff
2525 Circle Drive
Scottsbluff, NE 69341

www.scottsbluff.org
KWright@scottsbluff.org
(308) 630-6221

Proposers shall submit Proposals as required, complying with the requirements of the Proposal Documents. Submit **five copies**, printed and double-sided, of the Proposal Forms and other supporting documents. Please do not glue bind the Proposal Forms and supporting documents. The Proposal and all Proposal Forms shall be signed by an authorized person where indicated, and a person, with title, address, telephone number and e-mail address, whom the City may contact, shall be identified. **In addition to the printed copies, Proposer shall provide an electronic copy (.PDF format) of its entire proposal (minus bound corporate publications such as annual reports) in electronic format (CD or USB flash drive) submitted with the printed Proposal package.**

2.16 PROCESS INTEGRITY REQUIREMENTS

Each Proposer is individually and solely responsible for ensuring compliance with the following Process Integrity Requirements. This responsibility extends to Proposer’s employees, agents, consultants, lobbyists, or other parties or individuals engaged for purposes of developing or supporting Proposer’s Proposal or proposed services. Proposers shall comply as follows:

- All solid waste collection-related communications with the City shall be only through the City’s designated staff contact identified in Section 2.2. Proposers or their agents shall not contact other City staff, appointed or elected officials, consultants retained by the City or other City

agents regarding current or future solid waste collection services from the time the RFP is posted publically on the City of Scottsbluff's website until the time a finalized Contract and/or staff recommendation of Selected Proposer is forwarded to the City Council and is made public in the City Council's Agenda Packet.

- When seeking information from the City to prepare a response, Proposer shall place its reliance only on information, RFP materials and Addenda provided by the City's contact designated in Section 2.2. Any reliance on other City information and publications may result in a non-responsive Proposal due to inaccurate or incomplete information. The City shall not be liable or responsible for inaccuracies or incomplete information found outside of the RFP, and Proposal Documents, including any attachments.
- Any information and materials to be utilized by the City during the Proposal evaluation and selection process shall be included as part of the original Proposal or submitted in response to a specific request from the City.

A Proposer shall be disqualified if the City determines the Proposer has failed to comply with the specific Process Integrity Requirements, has undermined the City's intention of conducting a fair and transparent competitive process based on the specified evaluation criteria, or has otherwise substantially diminished the City's ability to award a Contract in a timely manner and free of contention. The City reserves the sole right to disqualify any Proposer at any point in the process for failure to comply with the Process Integrity Requirements. The City also reserves the right to disqualify any Proposer, at any time, for fraud, any material misrepresentation, illegal conduct, or any act or omission that potentially or actually reflects poorly on the City.

PROPOSAL INSTRUCTIONS AND FORMS

3.1 PROPOSAL PREPARATION GUIDELINES AND FORMAT

These instructions provide guidelines governing the formation and content of the Proposal and the approach to be used for its development and presentation. The intent of this section is to describe the Proposal format and requested information that is essential to an understanding and evaluation of the proposed system. The inclusion of any additional pertinent data or information by the Proposer is recommended. Inclusion of general letters of support are not useful to the City when evaluating Proposer's capabilities and abilities to perform and are discouraged.

Proposals shall be stapled or bound, sealed, typed and prepared on both sides of 8-1/2" by 11" paper. Oversized documents may be submitted, but they must be folded to size and secured in the Proposal. All pages of the Proposals shall be numbered and sections clearly identified.

The Proposal and all attachments shall be complete and free of ambiguities, alterations and erasures.

The City does not require financial statements to be provided as part of Proposal submittals. However, the City reserves the right to request supplemental materials from Proposers to demonstrate to the City's satisfaction that any Proposer is fully capable to perform the Services.

The Proposal shall follow the format outlined below, and shall include the required content in sequential format.

NOTE: Not all criteria below will be reflected in each scope (A, B and C). Each Proposal submitted and accepted before the deadline will be evaluated based on the Scope or Scopes of service proposed.

A. Executive Summary

Provide a brief overview of the entire Proposal and highlight the key aspects of the Proposal (maximum 6 pages). In the executive summary or cover letter, please confirm receipt of any RFP addenda received and considered during the development of your Proposal.

B. Management and Qualifications

B.1 Proposer (All Scopes)

State the name of your entity, home office address, Nebraska business address, Nebraska agent's name, address, e-mail address and telephone number, and the name, address, phone number, fax number, e-mail address, website address and title of the person to be contacted concerning the Proposal. If Proposer is a subsidiary, state the name of the parent company, the home office address, telephone number and website address of the parent company, and describe the parent company's relationship to the Proposer. State whether the person signing the Proposal has the authority to sign on behalf of Proposer. State also the names of companies that will share significant and substantive responsibilities with you, as joint venture partners or in another manner. Include documentation that Proposer is duly organized and validly existing business in good standing, and licensed to do business. Proposer shall provide a sworn statement that it will become licensed if selected as the Successful Proposer.

B.2 Resumes (All Scopes)

Supply the names and resumes of the principal officers, partners or other officials of each entity involved in performing substantive responsibilities, and provide the names and resumes of the individuals who will be directly responsible for implementation of a Contract. At a minimum, include the general manager, operations manager(s), financial officer, education and customer outreach manager, customer service manager(s) and other personnel with whom the City will have regular contact with during the administration of a Contract. Describe the ownership, managerial and/or fiduciary role of each of the participating companies. Include the names, entity affiliation, telephone numbers and e-mail addresses of key individuals integrally involved in the Proposal. Provide an organizational chart or other means of explaining the interrelationships between the team members.

B.3 Litigation and Violations (All Scopes)

List any entity, partner, holding company or subsidiary involved in the Proposal, or any corporate officer, that has been involved within the past five years in any litigation or arbitration including but not limited to any action or claim arising out of the procurement or performance of a municipal solid waste contract; arising out of performance of a processing or marketing contract; arising or connected with violation of state or federal anti-trust laws; arising from or connected with allegations of corrupt practices; or arising from operating permits and other operating requirements, including local, state and federal rules or regulations. In the case of national companies with multiple affiliated regional companies, the above disclosure should be limited to local operations and personnel. Explain details fully with copies of any pleadings and/or settlement papers. In the event that disclosure limited by court authorized nondisclosure provisions, then general circumstances shall be described to the extent authorized and disclosure requirements stated.

B.4 Subcontractors (All Scopes)

List all items of work or elements of the Services to be performed by subcontractors, and the names, qualifications and resumes of the subcontractors. Also, list the equipment and supplies to be purchased from vendors. Provide an estimate of cost, expected time of purchase, and length of time necessary for delivery for each of the items.

B.5 Experience (All Scopes)

Describe fully the experience of your team (both individuals and the corporate, partnership or entity team) in providing the Services requested in this RFP. Describe similar projects, and include the scope of services (including a summary of which collection and/or processing services were covered by a contract), annual revenues, tonnages and number of customers. Describe any major problems encountered in establishing service or collecting, processing, or marketing recyclables or yard waste. Provide references (including contact name, title, organization, mailing address and contact information) for all similar projects described. References should have direct operational management responsibility of Proposer's contract and full knowledge of Proposer's detailed performance under that contract. This will generally be a city staff member, not an elected official.

C. Collection and Management Operations

C.1 Solid Waste, Recycling and Yard Waste Collection and Handling (Scope A or C)

Describe fully the collection equipment and containers to be used under a Contract, keeping in mind the Proposal specifications for the collection frequency, types of containers, and the City's intention that solid waste, recyclables, and yard waste be collected separately. Identify the chassis and body used to collect residential and commercial customers. Also identify for each type of truck: the number of compartments, the capacity of each compartment, total weight, and volume capacity of vehicle, loading and unloading characteristics, the number necessary to perform the required Services, the average number of collections each vehicle can make in a day, and the useful expected life of each collection vehicle. Describe how each vehicle will be marked or signed so that witnesses to spills, leakage, and/or damage may quickly report such occurrence.

Identify any subcontractor used for container inventory and delivery.

Describe and provide examples of your route management system. Describe how routes are initially developed and modified over time, how your on-board computer systems manage route progress, route changes, exceptions (no set-out, blocked containers, contaminated materials, extra set-outs, etc.) and diversions from normal routes due to road maintenance, inclement weather or other unforeseen needs to deviate from the planned route. Also describe how the on-board system communicates with your call center's account system to provide close-to-realtime updates for each customer during the collection day.

Identify the destination for all collected materials. If more than one recycler or landfill will be used, identify the proportion of loads destined for various destinations and the criteria for routing trucks to a particular facility.

Describe fully your proposed recycling processing facility, including location, hours of operation, processing capability per hour and per day by material type, tons of material currently processed per day by material type, additional processing capacity committed to in the future by material type, and the amount of that capacity needed to process the recyclables collected. Specifically address how commingled materials are currently processed and the average rejection or contamination rate experienced by your firm or contracted processor. Describe how your Entity chooses recycling markets and ensures that collected materials are remanufactured into new products rather than high-graded and partially recycled or used as fuel.

Describe fully your proposed yard waste collection process, including transportation to the City owned and operated Composted Facility within the current operating hour.

Identify the operator (if subcontracted), location, structures, and zoning of your proposed maintenance and support facilities. Provide the number of repair bays available at the facility and maintenance staffing levels (i.e., mechanics and assistants). Provide the total number of trucks maintained at the site for all Proposer operations, as well as the number of trucks and spares dedicated to fulfill the Proposal.

The City actively works to protect its water resources, including surface and groundwater. It is essential that all containers do not leak and have tight fitting lids that close, and that they are always closed after servicing. What steps do you propose to ensure these requirements? Similarly, leaking compactors can pollute surface water and it is critical to the City that compactors do not leak during operation, or during or after servicing. What specific steps do you propose to prevent pollution from compactors?

C.2 Billing Support and Customer Service Support – (Scope A or C)

Describe in detail the manufacturer and model of equipment and software used to maintain route lists, customer service histories, and the ability to provide City-requested reports of customer-specific information and data. Describe how your Entity will maintain a Utility Billing System.

Discuss how your Entity has implemented services in other cities, with particular emphasis on how the transition between the previous contractor and your Entity was handled, and how your Entity developed accurate customer service level and billing data.

The City considers customer service to be a very important aspect of solid waste collection and/or disposal services. Outline your overall approach to customer service and how the various elements of customer service (call center, web-based, and mobile app) work together to provide excellent customer service. Describe the functionality of your website including the basic structure, interface to customer service representatives and the degree to which customers can manage their accounts (e.g. change their subscribed service levels, order service, request a missed pick-up collection), and how you ensure that web and mobile app requests are accurately tracked and addressed. Describe your most recent innovations in service; for example, new technology on trucks or new methods/technologies to better communicate with customers.

Discuss how staffing levels are established and modified to ensure timely customer service, and how new and existing staff is trained. Describe how customer service performance is measured, including the specific targets or performance metrics used to evaluate your Entity's performance. If call center staff handle calls from more than one city or service area, describe the procedures and aids used by those staff to address calls from different service areas without delaying responses to customers.

Discuss how long it takes your Entity to respond to service calls, how you monitor and adapt your field staffing to minimize your response time, and how the resolution of each service call is performed in a timely manner.

Describe your procedures for handling "missed" collections. Does your Entity have a separate route for handling misses at the end of each day; is each route driver responsible for collecting their misses on the day or day after regular collection; or does your Entity use some other system? How has this approach worked to minimize repeat misses? How do you handle customers who repeatedly report unwarranted misses?

C.3 Transition and Implementation Plan (All Scopes)

Describe your proposed transition and implementation plans to ensure an efficient and successful implementation of service provisions as outlined in the Proposal. Identify the major issues and describe your proposed approach. Discuss customer information, promotion and notification, customer service,

customer response, procurement and delivery of vehicles, containers and other equipment, contingency plans and other considerations which will ensure a successful transition and implementation of the Services consistent with the start of collection services. Include a timeline which identifies major tasks and key dates in the transition and implementation plan.

C.4 Transportation and Transfer Station (All Scopes)

Describe fully the transportation equipment and facilities to be used and the City's intention that solid waste, recyclables, and yard waste be accepted and handled separately and responsibly.

Identify any subcontractor used for transportation or Transfer Station functions.

Describe and provide examples of your transportation management and operation system. Identify the destination for all collected materials. If more than one recycler or landfill will be used, identify the proportion of loads destined for various destinations and the criteria for routing trucks to a particular facility.

Describe fully your proposed Transfer Station facility, including location, hours of operation, processing capability per hour and per day by material type, tons of material currently processed per day by material type, additional processing capacity committed to in the future by material type, and the amount of that capacity needed to process the solid waste and recyclables collected. Specifically address how commingled materials are currently processed and the average rejection or contamination rate experienced by your firm or contracted processor. Describe how your Entity chooses recycling markets and ensures that collected materials are remanufactured into new products rather than high-graded and partially recycled or used as fuel.

The City actively works to protect its water resources, including surface and groundwater. It is essential that all containers do not leak and have tight fitting lids that close, and that they are always closed after servicing. What steps do you propose to ensure these requirements? Similarly, leaking compactors can pollute surface water and it is critical to the City that compactors do not leak during operation, or during or after servicing. What specific steps do you propose to prevent pollution from compactors? (Only cover this paragraph if not already answered in C.1)

C.5 Disposal and Landfill (All Scopes)

Describe fully the Landfill equipment and facilities to be used under a Contract, keeping in mind Proposal specifications, and the City's intention that garbage, recyclables, and yard waste be accepted and handled separately and responsibly.

Identify any subcontractor used for disposal of solid waste at a Landfill.

Describe and provide examples of your Landfill operation system.

Identify the destination for all collected materials. If more than one recycler or landfill will be used, identify the proportion of loads destined for various destinations and the criteria for routing trucks to a particular facility.

Describe fully your proposed Landfill facility, including location, hours of operation, processing capability per hour and per day by material type, tons of material currently processed per day by material type, additional processing capacity committed to in the future by material type, and the amount of that capacity needed to process the solid waste collected. Specifically address how materials are currently processed and the average rejection or contamination rate experienced by your firm or contracted processor.

The City actively works to protect its water resources, including surface and groundwater. It is essential that all containers do not leak and have tight fitting lids that close, and that they are always closed after servicing. What steps do you propose to ensure these requirements? Similarly, leaking compactors can pollute surface water and it is critical to the City that compactors do not leak during operation, or during or after servicing. What specific steps do you propose to prevent pollution from compactors? (Only cover this paragraph if not already answered in C.1)

D. Implementation and Public Information

If you would be a new service provider for the City, describe in detail how your Entity would work with the City to ensure a smooth transfer of information and container exchanges in a timely manner to meet the start date. Identify the individuals involved in this effort, their qualifications and previous experience in transitioning existing collection programs. Describe whether the same person will be serving as part of the management staff throughout a Contract term as serves during the transition/implementation period.

Describe and provide examples of materials developed by Proposer's staff and used to introduce and support residential and commercial recycling and yard waste programs. Address how materials will be distributed and how residents seeking additional information will be accommodated during program introduction. Detail how your approach will increase and maintain participation and how methods may change as participation levels increase or decrease.

Describe fully the public information techniques you will use in responding to contamination or other customer problems at a particular site. Detail how your Entity's approach will increase and maintain participation and how methods may change as participation levels increase or decrease. Provide examples of where your approaches have been effective, how effectiveness is measured and also provide informational materials developed and used by your staff.

Describe and identify your Entity's website, and how you plan to present information about the Services on the website. Describe your procedures to keep information on your website up-to-date.

Identify and describe fully the qualifications of your Education and Outreach Program including previous experience in working with recycling collection programs and government organizations. Describe whether the same person will be serving as the Education and Outreach Program throughout a Contract term as serves during the Transition/Implementation Period.

E. Contract Modifications

For each Proposer-proposed Contract modification the following format shall be followed to maintain consistency between Proposals:

- Clearly indicate the reason for the requested change;
- Whether the proposed change is a mandatory part of your Proposal or is simply a preference;
- Propose alternative text; and
- Provide the rate impact to your Proposal (or "no rate impact" if none) resulting from the proposed change.

The listed rate impact shall reflect the annual rate reduction or increase of the proposed modification and shall be identified in dollars with a "+" representing an increase in annual aggregate rates and a "-" representing a decrease in annual aggregate rates. If there is no rate savings or increase associated with the proposed modification, the Proposer shall indicate "no cost impact."

The City encourages that any and all questions regarding the acceptability of alternative approaches be asked before the deadline date.

3.2 PROPOSAL FORMS

The following forms shall be completed in full and in accordance with both the Instructions to Proposers and with the instructions that follow below and shall be submitted collectively as the Proposal Forms. Use black or blue ink or type on all forms.

Proposer's responses to the questions in these Proposal Forms shall be used by the City to evaluate the responsiveness of Proposer and the ability of Proposer to provide the Services and equipment in a responsible manner. The information shall be submitted as indicated on the individual forms, but if Proposer needs additional space to respond to a question or if Proposer is requested to provide information that cannot be written directly on the forms, these items must be stapled or attached to the individual forms that correspond to the pertinent information. Oversized or bulky information such as drawings or bound documents shall be submitted under a separate cover, labeled to indicate the form number and content to which the information pertains, referenced as such on the Proposal Forms, and included as part of Proposer's Proposal.

Proposers shall number each page that contains information that cannot be written directly on a form or pages that are reproductions of a form. The page number shall be placed in the upper right-hand corner of each such page and sub-lettered to correspond with the page to which the information pertains (e.g., Form 2).

Proposers may reproduce Proposal Forms on a computer and complete them using editing software, provided that each page so generated must have the header, footer and body of information in the same locations as the original form to assure uniformity of the Proposal's submittal. Typefaces may differ to the extent that the reproduced forms remain legible, however, changes are not encouraged. Stylistic enhancements and reformatting resulting in the omission of required information may render the Proposal non-responsive, at the sole discretion of the City if the City considers the omission to materially affect the Proposal. These Proposal Forms are available electronically in Microsoft Word, PDF, and Excel format from the City contact listed in Section 2.2 of this RFP.

Proposers shall provide complete and detailed responses to each question. If the Proposer fails to do so, its Proposal is likely to be deemed non-responsive and may be rejected by the City. During the execution of the Services, the City shall consider information submitted by the Selected Proposer to be binding, and any substitutions or deviations from the information provided may only be approved in writing by the City.

Form 1

COVER SHEET AND GENERAL INFORMATION

Entity Name: _____

Home Office Address: _____

Business Address: _____

Website Address: _____

Name, Title, Address, Telephone Number, fax Number and E-Mail Address of the person to be contacted concerning the Proposal:

If Applicable, Name of the Parent Company:

Home Office Address, Telephone Number and Website Address of the Parent Company:

Describe the parent company's relationship with the Proposer:

If applicable, does the person signing the documents have the authority to sign on behalf of the Proposer?

_____Yes _____No

Names of Companies that will share significant and substantive responsibilities with the Proposer in performing Services:

Attach to this form, and number appropriately, documentation showing that the Proposer is duly organized and validly existing as a corporation or partnership in good standing.

Form 2

PRICE PROPOSAL

Include in your Proposal monthly collection and/or disposal fees depending on Scope for all Services. Label the projected fees as “Form 2”.

Although the City of Scottsbluff requires mandatory solid waste collection services, it cannot provide any guarantee as to the future number of customers that may utilize the Selected Proposer’s Services. Prospective Proposers are responsible for developing their own internal service level profile forecasts reflecting their own estimates on growth that may occur by the start of a Contract.

The Contractor’s fees provided on Form 2 shall include all capital, labor, disposal, and other operating costs, including administration, management, profit, contract fees and incidental taxes (e.g. tire and fuel taxes, B&O). State refuse collection tax, sales taxes on listed container rentals and city utility taxes shall be excluded from the Proposal rates. Contractor fees provided by the Proposer on Form 2 shall incorporate the following elements, and be based on actual cost of service:

NOTE: On a separate page or pages, make a detailed list of Services with costs/rates including a description of what is all included in that specific rate. Include costs of Services that forgo what is included in the minimum rate (i.e. an extra container/collection).

The costs, rates, fees and other expenses listed on Form 2 should reflect all proposed costs that will be reflected in a Contract. Be sure to be detailed and inclusive of all appropriate costs.

Rates will be negotiated between the City and the Contractor every five years by using appropriate data and evaluations to determine reasonable rates.

SCOPE A

- Residential Monthly Rate
- Multi-family Rate Structure
- Commercial Monthly Rate
- Yard Waste Monthly Rate
- Recycling Monthly Rate
- Commercial Cardboard Monthly Rate
- Special Collections Rates
- Drop-off Recycling Rates
- Electronic Recycling Rates
- Other Rates/Services:

SCOPE B

Transfer Station Tipping Fee per Ton for:

- Solid Waste
- Recyclables

- Transportation of Solid Waste from Transfer Station to Landfill
- Transportation of Recyclables to Recycling Facility

Or

- Landfill Tipping Fee per Ton:

SCOPE C

- Identify alternative costs not included in Scope A or B

Form 3

CERTIFICATION OF PROPOSAL - DECLARATION AND UNDERSTANDING

The undersigned Proposer declares that the only persons or parties beneficially or financially interested in this Proposal are those named herein; that this Proposal is, in all respects, fair and without fraud; that it is made without collusion; and that the Proposal is made without any connection or collusion with any person submitting another Proposal in connection with this RFP.

The Proposer declares that this Proposal is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation; this Proposal is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; the Proposer has not directly or indirectly entered into any agreement, induced or solicited any other Proposer to submit a false or sham Proposal; the Proposer has not solicited or induced any person, firm or corporation to refrain from Proposing; the Proposer has not sought by collusion, fraud, deceit or any unlawful act to obtain for itself any advantage over any other Proposer or over the City; and Proposer has not otherwise taken any action in the restraint of free competitive proposals in connection with the Services for which this Proposal is submitted.

The Proposer declares that it has familiarized itself with the nature and extent of the Base Proposal, the existing solid waste collection services, all local conditions and all other relevant facilities, properties, laws and regulations that in any manner may affect cost, implementation, progress, performance or furnishing of the Services. The Proposer has satisfied itself as to the Services and equipment to be provided, including the fact that the description of the Services and equipment is brief and is intended only to indicate the general nature of the Services, and that this Proposal is made according to the provisions and under the terms and conditions of the Base Proposal, which fully and completely incorporated into this Proposal by this reference.

The Proposer further acknowledges that it has satisfied itself as to the nature and location of the solid waste handling services, the general and local conditions, particularly those bearing on the availability of equipment, access, recycling and compostable material markets, disposal fees, availability of labor, roads, and the uncertainties of weather or similar physical conditions in the City, the character of equipment and facilities needed to execute the Services, and all other matters that may in any way affect the Services or the cost thereof under a Contract.

The Proposer further acknowledges that it has satisfied itself as to the character, quality and quantity of information provided by the City regarding the existing solid waste collection services and solid waste system, and the Proposer has adequately investigated the City's customer base and any additional information that may be provided by the City. Failure by the Proposer to acquaint itself with the physical conditions of the City's customer base and all available information shall not relieve it from responsibility for properly estimating the difficulty or cost of successfully performing the Services and providing the equipment required.

The Proposer warrants that, as a result of its examination and investigation of all the data referenced above, it can execute the Services in a good, timely and workmanlike manner and to the satisfaction of the City. The City assumes no responsibility for any representation made by any of its officers, employees, representatives, or agents during or prior to the execution of a Contract, unless (1) such representations are expressly stated in a Contract; and/or (2) a Contract expressly provides that the City assumes the responsibility. The Proposer has given the City written notice in a timely manner of all conflicts, errors, omissions or discrepancies that it has discovered in the Proposal. The Proposer proposes and agrees to enter into a Contract with the City to provide services and equipment ("Services") as specified or indicated in a Contract for the prices and during the time period indicated in this Proposal and in accordance with the other terms and conditions of a Contract.

The Proposer accepts all of the terms and conditions of the Proposal Documents, including, without limitation, those dealing with the disposition of Proposal security. This Proposal will remain subject to acceptance until 180 days following Proposal submittal. The Selected Proposer shall provide the appropriate performance security and proof of insurance acceptable to the City within five (5) days of completion of Contract negotiation by the City and the Proposer.

Self-Reliance

The Proposer acknowledges that the information contained in this Proposal represents its understanding of the City's existing solid waste collection services, terrain, streets, alleys, container locations, recycling markets, yard waste and other conditions that could affect the costs or operational efficiencies of fulfilling a Contract. In preparing this Proposal, the Proposer acknowledges that it is solely responsible for its Proposal and that it has relied on its own investigation and research.

Start Of Services And Contract Term

If a Contract is negotiated, the Proposer agrees to commence all Services under the terms and conditions of a Contract on the agreed upon start date and to continue providing services throughout the term of a Contract as specified therein.

Unit Price

Proposer proposes to invoice and collect payments or charges (rates), as set forth under the provisions of a negotiated Contract.

Proposer charges (rates) may be adjusted upward or downward solely as provided in a Contract. Generally, the Proposer shall be responsible for all real (non-inflationary) cost increases, and may benefit from any real cost decreases, except as specifically agreed to in a Contract. Proposer understands that the per-unit served price and the price adjustments are independent of the quantities and quality of materials collected. Proposer agrees that the perunit served price and the price adjustments represent a reasonable measure of the labor and materials required to execute the Services, including all allowances for overhead and profit, and applicable taxes, fees and surcharges for such services. Prices shall be given in U.S. dollars and cents.

Compliance with Process Integrity Requirements

Proposer hereby certifies it and its employees, officers, and officials have complied with the Process Integrity Requirements as described in Section 2.16 of the RFP and further agrees to comply with those Guidelines during the Proposal evaluation process.

Identification and Authorization

The name of the Proposer submitting this Proposal is:

Doing business at: _____
Street

_____ City _____ State _____ Zip Code

Which is the address to which all communications concerning this Proposal will be sent.

The names of the principle officers of the corporation submitting this Proposal, or of the partnership, or of all persons interested in this Proposal as principals are as follows:

If the Proposer is a partnership, attach to this for, and number appropriately a copy of its partnership agreement. If the Proposer is a corporation, or Limited Liability Company, attach to these form copies of its Articles of Incorporation, Certificate of Organization, bylaws, Operating Agreement and Certificate of Good Standing, as certified by the Secretary of the State of Nebraska.

If Sole Proprietorship or Partnership

IN WITNESS hereto the undersigned has set its hand this ____ day of _____, 2018.

Signature of Proposer Title

If Corporation or Limited Liability Company

IN WITNESS hereto the undersigned has set its hand this ____ day of _____, 2018.

Name of Corporation or Limited Liability Company

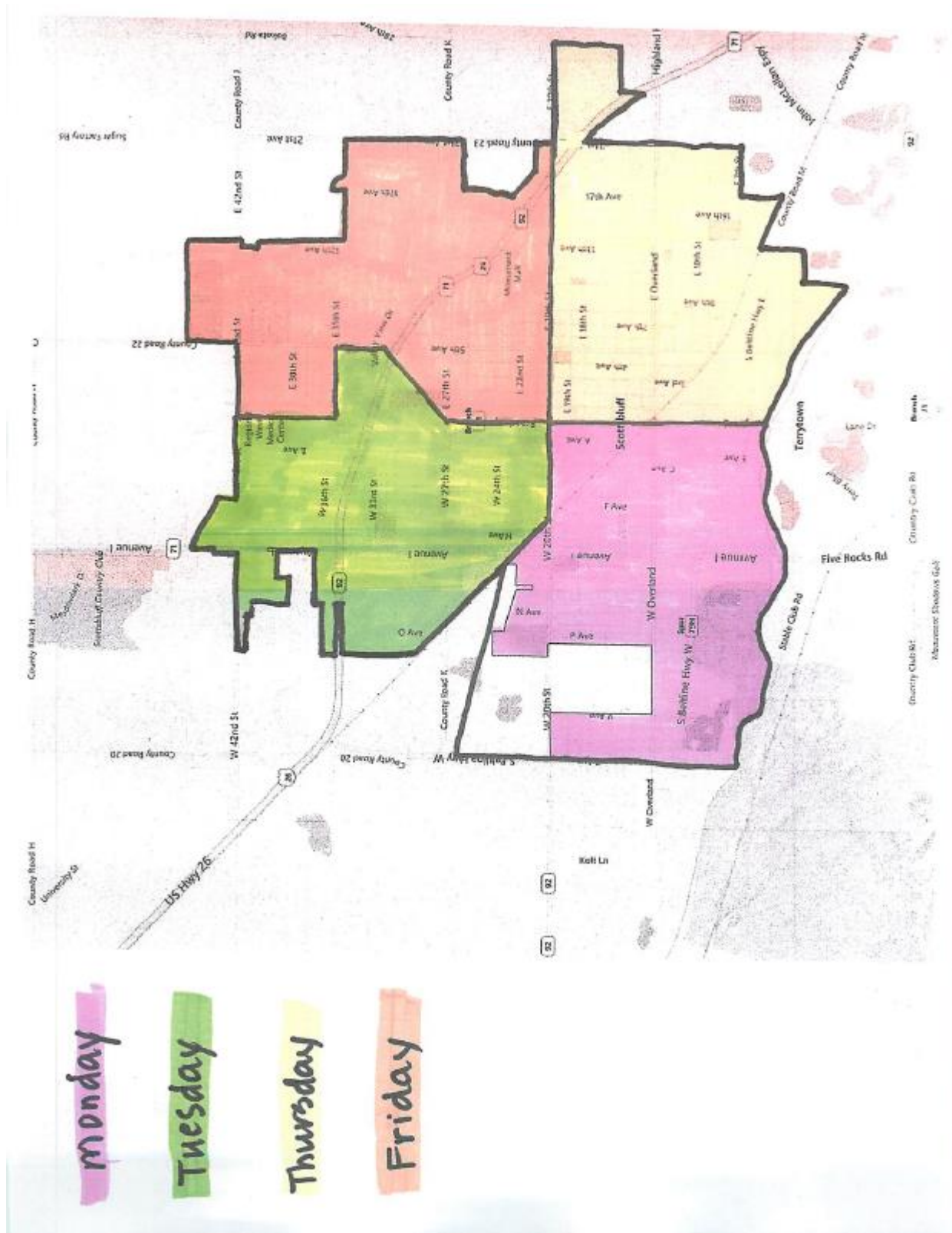
By Title/Member

ATTEST (Secretary)

APPENDICES

Appendix A: City Service Area Map
Appendix B: 2016 and 2017 Tonnage Reports
Appendix C: Solid Waste Municipal Code
Appendix D: 2018 Solid Waste Fee Structure

APPENDIX A: CITY SERVICE AREA MAP



APPENDIX B: 2016 and 2017 TONNAGE REPORTS

Average Scottsbluff Recycling (Single Stream) Tonnage per month- 2017											
January	February	March	April	May	June	July	August	September	October	November	December
15.43	16.20	13.11	17.38	20.73	18.08	16.36	20.66	14.95	15.87	20.45	14.61
											YTD Total
											203.83
Average Scottsbluff Recycling (Single Stream) Tonnage per month- 2016											
January	February	March	April	May	June	July	August	September	October	November	December
4.76	12.08	14.83	14.40	10.95	15.09	11.84	15.21	12.58	13.17	9.70	12.71
											YTD Total
											147.32
Average Tonnage for Trash Collection per month- 2017											
January	February	March	April	May	June	July	August	September	October	November	December
818.78	745.45	885.53	878.13	987.32	907.68	865.14	956.43	857.50	889.32	829.37	860.84
											YTD Total
											10,481.49
Average Tonnage for Trash Collection per month- 2016											
January	February	March	April	May	June	July	August	September	October	November	December
783.70	836.31	905.39	946.21	961.99	930.93	853.45	958.88	921.10	836.22	814.71	805.59
											YTD Total
											10,554.48
Average Tonnage for Cardboard Collection per month- 2017											
January	February	March	April	May	June	July	August	September	October	November	December
20.12	26.58	39.26	28.83	35.26	27.89	24.36	12.90	38.82	31.93	33.48	33.99
											YTD Total
											353.42
Average Tonnage for Cardboard Collection per month- 2016											
January	February	March	April	May	June	July	August	September	October	November	December
33.71	24.03	32.76	36.60	33.97	29.12	23.20	33.95	33.36	21.08	24.24	39.01
											YTD Total
											365.03
Average Tonnage for Recycling (Drop off) Collection per month- 2017											
January	February	March	April	May	June	July	August	September	October	November	December
22.50	18.64	32.90	17.55	25.77	11.78	14.61	8.62	24.86	12.58	12.98	16.04
											YTD Total
											218.83
Average Tonnage for Recycling (Drop off) Collection per month- 2016											
January	February	March	April	May	June	July	August	September	October	November	December
34.79	20.47	34.77	33.88	35.73	36.53	23.68	31.02	33.66	10.57	23.61	33.62
											YTD Total
											352.33

APPENDIX C

SOLID WASTE MUNICIPAL CODE

CHAPTER 19 SOLID WASTE

Article

- [1. Definitions. 19-1-1 to 19-1-18.](#)
- [2. General Provisions. 19-2-1 to 19-2-9.](#)
- [3. Municipal Collection and Disposal System. 19-3-1 to 19-3-18.](#)
- [4. Violations; Penalty. 19-4-1 to 19-4-2.](#)

Nebraska Statutes

For statutory Provisions on solid waste disposal. see R.R.S. § 19-101 et seq.

ARTICLE 1 DEFINITIONS

Section

<u>19-1-1</u>	<u>Terms; defined.</u>
<u>19-1-2</u>	<u>Adequate preparation.</u>
<u>19-1-3</u>	<u>Approved container.</u>
<u>19-1-4</u>	<u>Bundle.</u>
<u>19-1-5</u>	<u>Collection point.</u>
<u>19-1-6</u>	<u>Collection schedule.</u>
<u>19-1-7</u>	<u>Collection service.</u>
<u>19-1-8</u>	<u>Compacted waste.</u>
<u>19-1-9</u>	<u>Disposable bags.</u>
<u>19-1-10</u>	<u>Garbage.</u>
<u>19-1-11</u>	<u>Hotel, motel or rooming house.</u>
<u>19-1-12</u>	<u>Premises, property.</u>
<u>19-1-13</u>	<u>Quick food establishment.</u>
<u>19-1-14</u>	<u>Rate schedule.</u>
<u>19-1-14.1</u>	<u>Recyclable materials.</u>
<u>19-1-15</u>	<u>Rubbish.</u>
<u>19-1-16</u>	<u>Solid waste.</u>
<u>19-1-17</u>	<u>Stationary containers.</u>
<u>19-1-18</u>	<u>Yard waste.</u>

19-1-1. Terms; defined.

For the purposes of this Chapter, the terms set forth in succeeding sections of this Article shall have the meanings ascribed to them in such sections. (Ord. 1945, 1972; Ord. 1116)

19-1-2. Adequate preparation.

“Adequate preparation” means the preparation of solid waste in a manner that complies with this

Chapter and with all regulations adopted pursuant thereto by the City Manager, and that will facilitate the collection process as determined by the City Manager. (Ord. 1945, 1972; Ord. 1116)

19-1-3. Approved container.

“Approved container” means:

- (1) a solid waste container designed for mechanical dumping that is compatible with the dumping mechanism installed on the collection vehicles, or
- (2) a self contained compactor containing unit with a capacity of twenty (20) or more cubic yards and of a design which has been specifically approved by the City Manager or the designee of the City Manager. In the sole discretion of the City Manager approval for such containers may be revoked at any time.
- (3) some other container which is designed and manufactured for use as a solid waste container, is constructed of plastic or galvanized metal, is watertight, has a capacity not to exceed thirty-two (32) gallons, and has been specifically approved as to construction by the City Manager or the designee of the City manager. In the sole discretion of the City Manager approval may be revoked at any time. (Ord. 3482, 1996)

19-1-4. Bundle.

“Bundle” means a package containing rubbish only, securely tied with wire, cord or rope. The longest dimension shall not exceed four (4) feet and the total weight shall not exceed seventy-five (75) pounds. Material must be bundled in a manner that will permit it to be handled by the ties without spillage. (Ord. 1945, 1972; Ord. 1116)

19-1-5. Collection point.

“Collection point” means the point of collection for solid waste shall be adjacent to the street right-of-way if no alley exists. Other locations that have been mutually agreed upon by the owner or occupant and the City Manager or his or her duly authorized representative are permissible. (Ord. 1945, 1972; Ord. 1116)

19-1-6. Collection schedule.

“Collection schedule” means the established routes of collection crews and vehicles, designed to provide the regular removal and disposal of solid waste from all premises within the corporate limits of the City. The schedule shall provide such frequency as deemed adequate by the City Council. (Ord. 1945, 1972; Ord. 1116)

19-1-7. Collection service.

“Collection service” means the regular collection and disposal of solid waste from all residential and commercial properties. (Ord. 1945, 1972; Ord. 1116)

19-1-8. Compacted waste.

“Compacted waste” shall mean solid waste which has been mechanically compacted or compressed. (Ord. 3176, 1990)

19-1-9. Disposable bags.

“Disposable bags” means bags made of paper or plastic for the specific purpose of containing solid

waste. Closure of bags must be accomplished by either tying those made of plastic or by folding those made of paper, before placing them at the collection points. (Ord. 1945, 1972; Ord. 1116)

19-1-10. Garbage.

“Garbage” means waste accumulations of animal, fruit or vegetable matter that attend the use and preparation of meat, fish, fowl, fruits or vegetables, and containers or packaging materials originally used for foodstuffs which become and remain soiled from such use. (Ord. 1945, 1972; Ord. 1116)

19-1-11. Hotel, motel or rooming house.

“Hotel, motel or rooming house” means a building, or group of buildings, containing individual lodging units, generally without kitchen facilities, used for temporary or semipermanent occupancy. (Ord. 1945, 1972; Ord. 1116)

19-1-12. Premises, property.

“Premises, property” means all land, both public and private, within the corporate limits of the City, and all public land of the City outside the corporate limits of the City. Public land includes, but is not limited to, public streets, alleys and parks. (Ord. 2298, 1977; Ord. 1116)

19-1-13. Quick food establishment.

“Quick food establishment” means a place of business in which food is prepared and sold at retail for consumption on the premises outside a building, or on adjacent premises outside a building. (Ord. 2298, 1977; Ord. 1116)

19-1-14. Rate schedule.

“Rate schedule” means the charges established by the City Council for collection and disposal services. (Ord. 1945, 1972; Ord. 1116)

19-1-14.1. Recyclable materials.

“Recyclable materials” means solid waste approved for recycling by the City Manager or the designee of the City Manager. (Ord. 3507, 1996)

19-1-15. Rubbish.

“Rubbish” means all refuse except garbage and yard waste. The term includes but is not limited to crockery, bottles, cans, vessels, pasteboard, rags, plastic, paper, wood scraps and similar materials. (Ord. 3355, 1994)

19-1-16. Solid waste.

“Solid waste” means useless or discarded material, except as otherwise provided in this section. The term includes garbage, rubbish, yard waste and recyclable materials, but does not include junk as defined in the Municipal Code, nor does it include liquid or gaseous wastes. (Ord. 3507, 1996)

19-1-17. Stationary container.

“Stationary container” means a fixed bin or wire enclosure for bulky items such as pasteboard boxes. The design and location of any stationary container must be approved by the City Manager or his or her designee. (Ord. 1945, 1972; Ord. 1116)

19-1-18. Yard waste.

“Yard waste” means accumulations of grass or shrubbery cuttings, leaves, and other materials collected as a result of the care of lawns, shrubbery, vines, and gardens. (Ord. 3355, 1994)

ARTICLE 2 GENERAL PROVISIONS

Section

<u>19-2-1</u>	<u>Solid waste; disposition; restrictions; general.</u>
<u>19-2-2</u>	<u>Containers; required; specifications; collections.</u>
<u>19-2-3</u>	<u>Solid waste; combustible; restrictions; nuisance.</u>
<u>19-2-4</u>	<u>Lead-acid batteries; waste oil; tires; household appliances; prohibited.</u>
<u>19-2-5</u>	<u>Spillage; scattering.</u>
<u>19-2-6</u>	<u>Destructive, injurious material; removal.</u>
<u>19-2-7</u>	<u>Adequate preparation.</u>
<u>19-2-8</u>	<u>Carcass; removal; burial; outside City.</u>
<u>19-2-9</u>	<u>Quick food establishment.</u>

19-2-1. Solid waste; disposition; restrictions; general.

A. No person shall dispose of any solid waste at any place except at a disposal area licensed by an appropriate state and environmental regulatory agency and in accordance with rules and regulations for such areas and facilities prescribed by such Department and by the City Manager or the designee of the City Manager.

B. No person shall bring into the city solid waste exceeding one cubic yard in mass or fifteen pounds in weight for the purpose of depositing such solid waste into an approved container. (Ord. 3916, 2006.)

19-2-2. Containers; required; specifications; collections.

The owner or occupant of any premises within the corporate limits shall use approved containers to contain all accumulations of solid waste that may occur on the premises; provided, accumulations which, for a reason other than quantity, cannot be confined in an approved container will be collected by the City upon request made to the City Manager or the designee of the City Manager by the owner or occupant of the premises. In the case of institutional, business and commercial establishments situated in the Central Business District Zone (as created by Chapter 25), the City Manager, or his or her designee, may direct that a particular container be used by more than one such establishment. Collections in the latter Zone shall be made weekly. (Ord. 2809, 1983)

19-2-3. Solid waste; combustible; restrictions; nuisance.

The accumulation of, keeping or disposal of combustible solid waste in the Fire Limits of the City, as they are now or may hereafter be constituted, is hereby declared to be a fire hazard. The accumulation, keeping or disposal of solid waste within the City in any manner other than as provided in this Chapter is hereby declared to be unlawful and a nuisance. (Ord. 1945, 1972; Ord. 1116)

19-2-4. Lead-acid batteries; waste oil; tires; household appliances; prohibited.

Lead-acid batteries, waste oil, tires, and household appliances may not be placed in any container intended for collection by the City. (Ord. 3355, 1994)

19-2-5. Spillage; scattering.

It shall be unlawful for any person or persons to:

(A) Haul, transport, handle or store solid waste within the city in such a manner as to cause or allow it to be strewn upon any street or alley or public or private property; or

(B) Cause solid waste to be strewn upon any street or alley or public or private property while filling an approved container, or while removing solid waste from an approved container. (Ord. 3915, 2006)

19-2-6. Destructive, injurious material; removal.

Any person who deposits or permits to be deposited any destructive or injurious material, or who is the operator of a vehicle involved in an accident which causes such material to be deposited, upon a public street, alley or other public way, shall immediately remove or cause to be removed such material. (Ord. 2298, 1977; Ord. 1116)

19-2-7. Adequate preparation.

The occupant or, if premises are unoccupied or the owner subscribes to the City's solid waste collection service, the owner of the premises shall be responsible for the adequate preparation of solid waste, including the practice of methods that will promote community cleanliness. (Ord. 2809, 1983)

19-2-8. Carcass; removal; burial; outside City.

It shall be unlawful for the owner or the person having the care, custody and control of any animal that shall die to permit the carcass to be or remain within the City for more than twenty-four (24) hours after the death of animal. It shall be unlawful for any person to deposit or bury, or cause to be deposited or buried on any street or alley or other place within the City any carcass of any dead animal, or to deposit or bury the carcass of any dead animal within one (1) mile of the City above the course of groundwater that is used for drinking purposes by the City. (Ord. 1945, 1972; Ord. 1116)

19-2-9. Quick food establishment.

Quick food establishments shall cause to be placed on the premises, adjacent to each commonly used exit and in such position that solid waste can be deposited in them by drivers of exiting vehicles without dismounting from the vehicle and that they will not interfere with the visibility of vehicular and pedestrian traffic on a public street, not less than two (2) solid waste containers of such design that solid waste can be so deposited in them. (Ord. 2298, 1977; Ord. 1116)

**ARTICLE 3 MUNICIPAL COLLECTION AND
DISPOSAL SYSTEM**

Section

[19-3-1](#) [Municipal collection, disposal system; established.](#)

<u>19-3-2</u>	<u>Same; removal, collection by other persons.</u>
<u>19-3-3</u>	<u>Collections; schedule.</u>
<u>19-3-4</u>	<u>Same; containers; place.</u>
<u>19-3-5</u>	<u>Same; building sites.</u>
<u>19-3-6</u>	<u>Yard waste; disposition only in special containers; limitation on number; violation; classification.</u>
<u>19-3-7</u>	<u>Tree and shrubbery branch disposal.</u>
<u>19-3-8</u>	<u>Collections; disposal, charges.</u>
<u>19-3-9</u>	<u>Rates; residential.</u>
<u>19-3-10</u>	<u>Rates; yard waste.</u>
<u>19-3-11</u>	<u>Same; institutional, business; commercial; industrial.</u>
<u>19-3-12</u>	<u>Service charges; due date, delinquent bill; payment.</u>
<u>19-3-13</u>	<u>Same; indigents.</u>
<u>19-3-14</u>	<u>Disposal area; licensed; regulations.</u>
<u>19-3-15</u>	<u>Same; waste; entry; deposit; molestation.</u>
<u>19-3-16</u>	<u>Trees, brush, yard waste; disposition at City disposal sites; charges.</u>
<u>19-3-17</u>	<u>Special collections; charges.</u>
<u>19-3-18</u>	<u>Recyclable materials.</u>

19-3-1. Municipal collection, disposal system; established.

The city shall operate a solid waste collection service within the City, and a solid waste disposal service for the benefit of the inhabitants of the City. Collection service shall be available to every residential unit and every institutional, business, commercial and industrial establishment provided, the City shall not be required to collect solid waste of types which the City's collection equipment is not designed to handle. The City may refuse service based on documented noncompliance with any provision of this Chapter or upon a failure to timely pay any charge authorized by this Chapter. (Ord. 3482, 1996)

19-3-2. Same; removal, collection by other persons.

No solid waste may be removed or collected by any person, firm or corporation other than the City, a person or other entity specifically authorized by the City to remove such solid waste, or the owner or occupant of the premises. (Ord. 3482, 1996)

19-3-3. Collections; schedule.

- (a) The City Manager or his or her designee shall prepare and publicize all collection schedules.
- (b) Collections of solid waste other than yard waste in residential areas shall be made not less than one time each week.
- (c) Institutional, business, commercial and industrial establishments shall be furnished collection and disposal service according to their individual needs as determined by the City Manager or the designee of the City Manager.
- (d) Yard waste shall be collected for a period of eight months during each calendar year. Yard waste collections shall be made not less than one time per week. The specific dates will be specified each year depending on prevailing weather conditions. (Ord. 3482, 1996)

19-3-4. Same; containers; place.

The point of collection for solid waste shall be on the alley adjacent to the property line if the property abuts an alley, or adjacent the back of curb line if the property does not abut an alley. The City Manager, or his or her designee, shall have the power to approve a different point of collection for individual properties. Storage practices shall be consistent with efficient collection and disposal procedures. The occupant or owner of property whose collection point is adjacent to the back-of-curb line shall not allow any containers to remain there except between 5:00 P.M. on the day preceding a collection day and 10:00 P.M. on the collection day. (Ord. 3355, 1994)

19-3-5. Same; building sites.

The contractor for any building construction, remodeling or repair project shall maintain on the building site one or more containers, to be supplied by the City on application of the contractor to the building site, into which shall be deposited all solid waste resulting from or accumulating in connection with the project work. Such container(s) shall be maintained at a collection point which complies with the requirements in this Article, except the requirement concerning hours. Application for such container(s) shall be made by the contractor in writing to the Sanitation Superintendent - who shall supply form(s) for the purpose to the Planning and Building Official - and shall be submitted to such Official concurrently with the filing of an application for a building permit under Article 1 of Chapter 4. (Ord. 2704, 1981)

19-3-6. Yard waste; disposition only in special containers; limitation on number; violation; classification.

- (a) Yard waste intended for collection by the City shall be placed in either approved containers designated for yard waste, or paper composting bags approved by the City Manager or his or her designee. The City shall not collect any bag unless a sticker purchased from the City has been affixed to the bag. No yard waste shall be placed in any container or bag not approved for the disposition of yard waste, and only yard waste shall be placed in containers approved for the disposition of yard waste. The City shall not be obliged to make more than two collections of compost bags during a calendar year from any premises. Each collection shall consist of no more than ten bags.
- (b) A violation of this section is a Class I violation.
- (c) This section shall be effective May 1, 1994. (Ord. 3355, 1994)

19-3-7. Tree and shrubbery branch disposal.

- (a) No tree or shrubbery branch larger than one inch in diameter shall be placed in any container intended for collection by the City. Tree and shrubbery branches smaller than one inch in diameter may be placed in either approved containers designated for yard waste or paper composting bags approved by the City Manager or his or her designee. Tree and shrubbery branches larger than one inch in diameter shall be bundled as described in this Chapter.
- (b) This section shall be effective May 1, 1994. (Ord. 3355, 1994)

19-3-8. Collections; disposal; charges.

The minimum charge for collection and disposal service shall cover collection and disposal of the contents of approved containers; provided, the minimum charge shall be payable in respect of every occupied residential unit and every occupied institutional, business or commercial establishment, whether or not the service is requested. Additional charges for collection from such units or

establishments shall be made, in accordance with the rate schedule, for solid waste which cannot be confined in an approved container. The charge for collection and disposal service requested by and furnished to an industrial establishment shall be made in accordance with the rate schedule. (Ord. 2809, 1983)

19-3-9. Rates; residential.

The minimum monthly charges for collection and disposal service to residential units for solid waste contained in approved containers shall be as provided in Chapter 6, Article 6.

19-3-10. Rates; yard waste.

The monthly charges for the disposition of one yard waste container shall be as provided in Chapter 6, Article 6.

19-3-11. Same; institutional; business; commercial; industrial.

The monthly charges for collection and disposal of solid waste of institutional, business, commercial and industrial establishments, and solid waste in required containers at construction sites, shall be based upon the number of approved containers collected per collection. All charges will be based on a container of 1.5 cubic yards unless the City Manager or his or her designee authorizes the use of a different sized container; provided however that charges for collection and disposal of solid waste from self contained compactor container units and open top roll off containers for construction waste shall be as defined in Chapter 6, Article 6. (Ord. 3482, 1996)

19-3-12. Service charges, due date, delinquent bill; payment.

All charges for solid waste collection and disposal service, as provided in the rate schedule at Chapter 6, Article 6, shall be paid at the office of the Finance Director when due according to the billing schedule. The charges for solid waste collection and disposal services under this Article shall be delinquent seventeen (17) days after the date of the bill. A penalty for late payment in the amount of ten percent (10%) of the charge shall be added to each bill when payment has become delinquent. The fact that service has continued after delinquency and payment of such charges shall not be construed as a waiver in any manner of the right to institute necessary and appropriate collection procedures. Whenever a bill for collection and service is delinquent, the City Manager, or his or her designee, may terminate collection and service. (Ord. 3876, 2005; Ord. 4195, 2016)

19-3-13. Same; indigents.

If the City Council shall find that any person is unable to afford collection and disposal service, but that need for the service exists, the City Council may order the service started and continued until further notice. (Ord. 1945, 1979; Ord. 1116)

19-3-14. Disposal area; licensed; regulations.

The City shall provide or contract for facilities and systems as necessary for the safe and sanitary disposal of solid waste generated within the City. (Ord. 3396, 1994)

19-3-15. Same; waste; entry; deposit; molestation.

All solid waste deposited or existing upon or in any solid waste disposal area owned or operated by the City shall be the property of the City. No person shall enter upon such an area, dispose of any

matter or thing, or carry off or in any manner disturb or molest any matter or thing deposited or existing, in or upon such an area, except with permission and under the direction of the City Manager or the designee of the City Manager. (Ord. 1945, 1972; Ord. 1116)

19-3-16. Trees, brush, yard waste; disposition at City disposal sites; charges.

Every person who shall dispose of trees, brush, or yard waste in any disposal site of the City shall effective April 1, 1992, pay a fee prior to the disposal based upon the charges per cubic yard as provided in Chapter 6, Article 6.

19-3-17. Special collections; charges.

Upon request, the City may, but is not required to, make special collections of solid waste. When such a collection is made, the charges shall be as provided in Chapter 6, Article 6.

19-3-18. Recyclable materials.

The City Manager shall promulgate regulations pertaining to the cleaning and sorting of recyclable materials. Recyclable materials intended for collection shall be cleaned and sorted according to such guidelines, and shall be placed in separate containers as approved by the City Manager or the designee of the City Manager. The City may refuse to pick up, or may refuse to accept as its designated disposal sites, any recyclable materials not prepared in accordance with such guidelines. The charges for the disposition of the recyclable materials shall be as provided in Chapter 6, Article 6. (Ord. 3507, 1996)

ARTICLE 4 VIOLATIONS; PENALTY

Section

<u>19-4-1</u>	<u>Violations; classification.</u>
<u>19-4-2</u>	<u>Same; presumption.</u>

19-4-1. Violations; classification.

- (a) A violation of any provision of this Chapter which is not specifically classified otherwise is a Class II violation.
- (b) A person who removes or causes to be removed solid waste from a residential unit or institutional, commercial or industrial establishment in violation of any provision of this Chapter shall be guilty of a Class I violation.
- (c) Each day that a violation of any provision of this Chapter shall continue shall constitute a separate offense and be punishable as such. (Ord. 3482, 1996)

19-4-2. Same; presumption.

Whenever solid waste is thrown, scattered, placed or deposited upon any premises or property from any motor vehicle in violation of any provision of this Chapter, the person operating such motor vehicle shall be presumed to have caused or permitted such solid waste to have been so thrown, scattered, placed or deposited; provided, such presumption shall be rebuttable. (Ord. 2298, 1977; Ord. 1116)

APPRNDIX D

2018 SOLID WASTE FEE STRUCTURE

(g) SOLID WASTE COLLECTION

6-6-23. Residential.

The minimum bimonthly charges for collection and disposal service to residential units for solid waste and the single stream recycling program all of which is contained in approved containers shall be as follows, effective for all billings made after December 22, 2017:

One-family unit (including mobile homes with an individual water or sewer connection). \$42.52

One-family two container unit (including mobile homes with an individual water or sewer connection). \$97.23

The minimum requirement for one-family two container units is twelve months from the date of request for two container service.

Multifamily structures (including mobile home parks with a single water or sewer connection)

Bimonthly Rate Per Unit

2 to 4 units.	\$42.52
5 to 6 units.	\$38.21
7 to 10 units.	\$36.11
11 to 16 units.	\$33.99
17 to 39 units.	\$31.80
40 to 59 units.	\$29.68
60 or more units.	\$27.64

Hotels, motels and rooming houses shall be considered as commercial establishments and shall pay charges based on the charges provided for institutional business, commercial and industrial establishments as provided in this Chapter. The charges for quantities or services which exceed those covered by the minimum charge shall be an amount equal to the reasonable cost of the service as determined by the City Manager or the designee of the City Manager.

The rates and fees provided in this section shall be effective with respect to usage for which billings are made after December 22, 2017.

(Ord. 4063, 2011; Ord. 4115, 2013; Ord. 4140, 2014; Ord.4174, 2016; Ord. 4214, 2017)

6-6-24. Institutional; business; commercial; industrial.

(a) The monthly charges for collection and disposal of solid waste of institutional, business, commercial and industrial establishments, and solid waste in required containers at construction sites, shall be based upon the number of approved containers collected per collection. Where an establishment has its own water or sewer connection, the fact that it shares a building with another establishment, or does not occupy the entire building, shall be of no significance. The charge per approved container per collection shall be as follows:

	Each time container is emptied	Monthly minimum
90 gallon	\$10.99	\$43.96
1.5 cubic yard	\$14.66	\$58.63
3.0 cubic yard	\$27.89	\$111.57

The rates and fees provided in this section shall be effective with respect to usage for which billings are made after December 22, 2017.

(Ord. 4063, 2011; Ord. 4115, 2013; Ord. 4140, 2014; Ord. 4174, 2016; Ord. 4214, 2017)

6-6-25. Yard Waste Container Charge.

This section of the Municipal Code will be repealed by Ordinance # effective as of midnight December 31, 2015 until that date those containers designated for yard waste shall be sold by the City at the following rates:

90 gallon.. . . . \$80.00 plus tax/each
(Ord. 3994, 2009; Ord. 4104, 2014; Ord. 4174, 2016)

6-6-26. Trees, brush, yard waste, computer monitors; disposition at City disposal sites.

Every person who shall dispose of trees, brush, yard waste or computer monitors in any disposal site of the City shall effective January 1, 2004, pay the following fee:

Trees/Brush. \$6.00 per cubic yard
Yard waste. \$3.50 per cubic yard
Computer monitor. \$5.00 each

Provided, residents of the City of Scottsbluff may dispose of yard waste at any of the City's disposal sites without charge.(Ord 3776, 2003)

6-6-26.1. Recyclable materials for Non-Residential Customers and Non-Recyclable equipment.

For residential non-electronic disposal single stream recycling please refer to section 6-6-23.

Non-residential customers recycling electronic equipment and appliances please refer to the program specifics set forth below:

1. Customers recycling electronic waste including but not limited to: computer monitors, desk top and laptop computers, electronic mice, printers, fax machines, scanners, electronic typewriters, keyboards, computer speakers, servers, hard drives, television sets, VCR/DVD/Blue Ray players, home or auto stereo equipment, small electronics, gaming equipment and CFL light bulbs and florescent tubes brought in for disposal, shall be charged a fee of \$.50 per pound for all electronic waste brought in for recycling.

2 For non-recyclable appliances and electronic equipment, every person including residential and non-residential customers, who shall dispose of an appliance or non-recyclable electronic equipment at any disposal site of the City shall pay a charge of \$20.00 per item disposed.

3 The fee for the Gaylord (cardboard) containers shall be \$20.00 per month.

4 The rates and fees provided in this section shall be effective after December 1, 2016. (Ord. 3824, 2004; Ord. 4010, 2009; Ord. 4140, 2014; Ord. 4174, 2016; Ord. 4200, 2016)

6-6-27. Special collections.

Upon request, the City may, but is not required to, make special collections of solid waste or deliver additional containers for residents having an event. When a special collection is made, the charges shall be as follows:

Residential 90 gallon roll-out trash container.....\$11.00

Residential yard waste container.....\$11.00

Each appliance.....\$26.00

When notified of an event such as a picnic, fund raiser, craft fair, party, collection point for recycling or other non routine event and an additional container is requested, the charges shall be as follows:

90 gallon - \$11.00 rental fee per container and \$11.00 for dump per

container 1.5CY - \$12.65 rental fee per container and \$12.65 for dump per

container 3CY - \$24.07 rental fee per container and \$24.07 for dump per

container

The charges for the collection of other solid waste shall be based on volume as measured by the capacity of a standard ½ ton pickup truck. There shall be a minimum charge of \$11.00. If the volume of solid waste as estimated by the representative of the Sanitation Department exceeds to capacity of a standard ½ ton pickup truck, the charge shall be \$31.00 for each pickup load. (Ord. 4214, 2017)

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Reports2

Council to discuss and approve an engineer, for Step 1, in connection with the siting of a municipal solid waste facility with the City of Gering.

Staff Contact: Nathan Johnson, City Manager



**TRIHYDRO CORPORATION – CITIES OF SCOTTSBLUFF AND GERING, NEBRASKA
ENGINEERING AND CONSULTING SERVICES – GENERAL BASIC AGREEMENT
WORK ORDER**

Work Order No.: 18-134WO-E

Date: August 29, 2018

Job No.: 54Q-001-001

Location of Project: Gering, Nebraska

Contract No.: Engineering and Consulting Services General Basic Agreement between Trihydro Corporation and
Cities of Scottsbluff and Gering, Nebraska, 18-017BA-E.

Services to be Performed: Trihydro will provide technical landfill services for the City of Scottsbluff and City of Gering. Work to be performed in accordance with Step 1 of the Statement of Qualifications and Technical Proposal dated February 06, 2018, revised May 07, 2018 for evaluation and ranking of five (5) potential landfill sites. Trihydro shall receive a written Notice to Proceed from the Cities of Gering and Scottsbluff, Nebraska prior to commencing work on each step of the project. Trihydro is only authorized to commence Step 1 at this time, according to the Schedule below. The parties agree to proceed, past Step 1, by individual steps, one at a time. Proceeding to additional steps must be agreed to by the parties in writing.

Schedule - Commencement Date: October 01, 2018

Completion Date: March 01, 2019 (Step 1 Exhibit "C" only)

Trihydro's Project Manager: Marjorie E. Bedessem

Client's Project Manager(s): Brendan C. Lilley and Mark Bohl

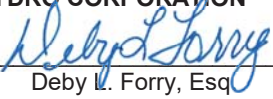
Attachments: A. Appendix A Resumes of the Statement of Qualifications and Technical Proposal dated February 06, 2018, revised May 07, 2018
 B. Cost Estimate and Schedule of Charges (Step 1 only)
 C. Summary of Broad Cost Areas

Other Information: Subject work will be billed according to the Engineering and Consulting Services – General Basic Agreement between Trihydro Corporation and the Cities of Scottsbluff and Gering, Nebraska, dated September 2018. Costs shall be on a time and materials basis not to exceed \$264,512.00, for Step 1, upon prior written authorization from the Cities of Scottsbluff and Gering, Nebraska.

This WORK ORDER is made and entered into pursuant to that certain ENGINEERING AND CONSULTING SERVICES – GENERAL BASIC AGREEMENT, by and between TRIHYDRO CORPORATION and CITIES OF SCOTTSBLUFF AND GERING, NEBRASKA, 18-017BA-E, dated September , 2018, the terms, conditions, and provisions whereof are hereby incorporated herein and made a part hereof.

Facsimile/Email signatures will be accepted to execute this Work Order.

TRIHYDRO CORPORATION

BY: 
Deby L. Forry, Esq

TITLE: Sr. Vice President of Risk Management

CITY OF SCOTTSBLUFF, NEBRASKA

BY: _____

TITLE: _____

CITY OF GERING, NEBRASKA

BY: _____

TITLE: _____

COST SUMMARY, SITING, DEVELOPMENT, PERMITTING, & DESIGN
NEW LANDFILL FACILITY, CITIES OF SCOTTSBLUFF AND GERING, NEBRASKA



COST ESTIMATE SUMMARY		PROJECT TOTAL
STEP 1 - SITE ASSESSMENTS/INVESTIGATION		
1	TASK 1 - Preliminary Geotechnical Investigations	\$11,500
2	TASK 2 - Site Survey	\$16,910
3	TASK 3 - Geotechnical Work	\$85,954
4	TASK 4 - Surface Drainage Analysis	\$12,046
5	TASK 5 - Archaeological Survey and Threatened and Endangered Species	\$59,735
6	TASK 6 - Seismic Impact Zones	\$6,350
7	TASK 7 - Preliminary Conceptual Design	\$32,403
8	TASK 8 - Preliminary Cost Estimate	\$5,437
9	TASK 9 - Preliminary Schedule using MS Project with Gantt Chart	\$2,898
10	TASK 10 - Meetings	\$31,280
STEP 1 - SITE ASSESSMENTS/INVESTIGATION SUBTOTAL		\$264,512



Activity		Schedule of Charges	Hourly Rate or Charge	Hours or Unit Estimate	Subtotal
1. TASK 1 - Preliminary Geotechnical Investigations - Perform investigations and studies to determine whether the sites selected meets all Federal, State, and Local permitting requirements - Assist the City in locating a suitable site if the sites selected does not meeting permitting requirements	Assumptions: - The proposed sites are found suitable for the landfill - Local permitting requirements will include NDEQ and Scotts Bluff County for a new Municipal Solid Waste (MSW) and Construction and Demolition (C&D) site - Reference Soil Conservation Service Soil Survey Reports, where available - Collection of soil engineering samples will be used to determine soil characteristics - Field activities will utilize local personnel (Baker) for any necessary work - Coordinate with Baker to perform necessary investigations	Technical Specialist 1	\$190	4	\$760
		Professional Level 11	\$173	0	\$0
		Professional Level 10	\$163	0	\$0
		Professional Level 9	\$153	0	\$0
		Professional Level 8	\$141	0	\$0
		Professional Level 7	\$130	20	\$2,600
		Professional Level 6	\$118	10	\$1,180
		Professional Level 5	\$110	20	\$2,200
		Professional Level 4	\$95	0	\$0
		Professional Level 3	\$84	16	\$1,344
		Technician Level 3	\$68	0	\$0
		Administrative 2	\$58	2	\$116
		Labor			\$8,200
		Equipment	Cost	0	\$0
		Travel	Cost	0	\$0
		Per Diem	\$0	0	\$0
		Miscellaneous	Cost	0	\$0
		Expenses			\$0
		Baker	Cost	1	\$3,300
		Subcontractors			\$3,300
		Task 1. Subtotal			\$11,500



Activity		Schedule of Charges	Hourly Rate or Charge	Hours or Unit Estimate	Subtotal
2. TASK 2 - Site Survey - Conduct surveys of the sites to obtain a base map and detailed topographic maps Assumptions: - Survey will be completed by a Nebraska Licensed Land Surveyor - Surveying work will include using GPS - The maps will meet NDEQ mapping requirements - Mapping shall include survey control with all monumentation and reference points - Contours will have an accuracy of ±0.4 feet - The survey will be tied to the Nebraska State Plane Coordination System - The survey and design information will be prepared for the City in dwg format - Surveys will be conducted by Baker - Optional: unmanned Aerial Vehicle (UAV) to collect aerial data		Technical Specialist 1	\$190	1	\$190
		Professional Level 11	\$173	0	\$0
		Professional Level 10	\$163	0	\$0
		Professional Level 9	\$153	0	\$0
		Professional Level 8	\$141	0	\$0
		Professional Level 7	\$130	0	\$0
		Professional Level 6	\$118	0	\$0
		Professional Level 5	\$110	2	\$220
		Professional Level 4	\$95	0	\$0
		Professional Level 3	\$84	0	\$0
		Technician Level 3	\$68	0	\$0
		Administrative 2	\$58	0	\$0
		Labor			\$410
		Equipment	Cost	0	\$0
		Travel	Cost	0	\$0
		Per Diem	\$0	0	\$0
		Miscellaneous	Cost	0	\$0
		Expenses			\$0
		Baker	Cost	1	\$16,500
		Subcontractors			\$16,500
		Task 2. Subtotal			\$16,910



Activity		Schedule of Charges	Hourly Rate or Charge	Hours or Unit Estimate	Subtotal
3.	TASK 3 - Geotechnical Work - Perform investigations to determine the characteristics of the sites - Determine the hydrogeological setting - Review the characterization of the vadose zone (if applicable) - Prepare documentation meeting NDEQ locational and design permitting criteria to operate the sites - Provide a liner and cover alternative analysis - Install wells and borings - Conduct quarterly groundwater monitoring - Work with Baker, Peak, and Steamboat Technical Services to perform geotechnical investigations and liner and cover alternative analysis Assumptions: - Conduct all studies to meet the NDEQ permitting requirements - Establish a complete data base for the landfill design - Geologists is Nebraska certified - Install 8 monitoring wells and 12 borings to approximately 50 feet. - One year of quarterly groundwater monitoring for 8 wells, 2 QA/QC samples/event; analysis for baseline and detection parameters	Technical Specialist 1	\$190	1	\$190
		Professional Level 11	\$173	0	\$0
		Professional Level 10	\$163	0	\$0
		Professional Level 9	\$153	0	\$0
		Professional Level 8	\$141	4	\$564
		Professional Level 7	\$130	0	\$0
		Professional Level 6	\$118	16	\$1,888
		Professional Level 5	\$110	32	\$3,520
		Professional Level 4	\$95	0	\$0
		Professional Level 3	\$84	42	\$3,528
		Technician Level 3	\$68	2	\$136
		Administrative 2	\$58	2	\$116
		Labor			\$9,942
		Equipment	Cost	4	\$1,800
		Travel	Cost	2	\$2,800
		Per Diem	\$40	4	\$160
		Miscellaneous	Cost	0	\$0
		Expenses			\$4,760
		Steamboat	Cost	1	\$12,231
		Laboratory	\$307	40	\$12,280
		Driller	Cost	1	\$46,741
		Subcontractors			\$71,252
		Task 3. Subtotal			\$85,954



Activity		Schedule of Charges	Hourly Rate or Charge	Hours or Unit Estimate	Subtotal
4. TASK 4 - Surface Drainage Analysis - Evaluate drainage conditions for the landfill sites and access roads <u>Assumptions:</u> - Evaluate both existing and final conditions - Meet and/or exceed all NDEQ requirements with the analysis - Steamboat Technical Services to perform the surface drainage analysis		Technical Specialist 1	\$190	1	\$190
		Professional Level 11	\$173	0	\$0
		Professional Level 10	\$163	0	\$0
		Professional Level 9	\$153	0	\$0
		Professional Level 8	\$141	0	\$0
		Professional Level 7	\$130	0	\$0
		Professional Level 6	\$118	0	\$0
		Professional Level 5	\$110	2	\$220
		Professional Level 4	\$95	0	\$0
		Professional Level 3	\$84	0	\$0
		Technician Level 3	\$68	0	\$0
		Administrative 2	\$58	0	\$0
		Labor			\$410
		Equipment	Cost	0	\$0
		Travel	Cost	0	\$0
		Per Diem	\$0	0	\$0
		Miscellaneous	Cost	0	\$0
		Expenses			\$0
		Steamboat	Cost	1	\$11,636
		Subcontractors			\$11,636
		Task 4, Subtotal			\$12,046



Activity					
	Schedule of Charges	Hourly Rate or Charge	Hours or Unit Estimate	Subtotal	
5. TASK 5 - Archaeological Survey and Threatened and Endangered Species	Technical Specialist 1	\$190	4	\$760	
	Professional Level 11	\$173	0	\$0	
	Professional Level 10	\$163	0	\$0	
	Professional Level 9	\$153	0	\$0	
	Professional Level 8	\$141	6	\$846	
	Professional Level 7	\$130	0	\$0	
	Professional Level 6	\$118		\$0	
	Professional Level 5	\$110	150	\$16,500	
	Professional Level 4	\$95	14	\$1,330	
	Professional Level 3	\$84	52	\$4,368	
	Technician Level 3	\$68	0	\$0	
	Administrative 2	\$58	6	\$348	
	Labor			\$24,152	
	Equipment	Cost	1	\$1,940	
	Travel	Cost	1	\$2,384	
	Per Diem	\$45	10	\$450	
Miscellaneous	Cost	0	\$0		
Expenses			\$4,774		
Metcalf	Cost	1	\$30,809		
Subcontractors			\$30,809		
Task 5. Subtotal			\$59,735		



Activity		Schedule of Charges	Hourly Rate or Charge	Hours or Unit Estimate	Subtotal
6. TASK 6 - Seismic Impact Zones - Perform seismic documentation per Title 132, Chapter 3, 002.09 to meet NDEQ requirements Assumptions: - Analyses will be conducted in accordance with RCRA Subtitle D (258.14) - Contour Consulting Engineering, LLC will be used for the seismic survey		Technical Specialist 1	\$190	1	\$190
		Professional Level 11	\$173	0	\$0
		Professional Level 10	\$163	0	\$0
		Professional Level 9	\$153	0	\$0
		Professional Level 8	\$141	0	\$0
		Professional Level 7	\$130	0	\$0
		Professional Level 6	\$118	0	\$0
		Professional Level 5	\$110	2	\$220
		Professional Level 4	\$95	0	\$0
		Professional Level 3	\$84	0	\$0
		Technician Level 3	\$68	0	\$0
		Administrative 2	\$58	0	\$0
		Labor			\$410
		Equipment	Cost	0	\$0
		Travel	Cost	0	\$0
		Per Diem	\$0	0	\$0
		Miscellaneous	Cost	0	\$0
		Expenses			\$0
		Contour	Cost	1	\$5,940
		Subcontractors			\$5,940
		Task 6. Subtotal			\$6,350



Activity		Schedule of Charges	Hourly Rate or Charge	Hours or Unit Estimate	Subtotal
7.	TASK 7 - Preliminary Conceptual Design - Prepare a preliminary design for the sites - Identify parameters of the sites and requirements for the facility design <u>Assumptions:</u> - Design will include identifying building locations, fence lines, cell geometry, storm water channels, borrow sources, utilities, access roads, liner requirements, and all other ancillary facilities - Develop the designs with a minimum landfill design of 75 years - Trihydro will utilize their public relations specialist and graphic designers to edit and review a pictorial design - Peak Geosolutions will be brought in to analyze liner requirements	Technical Specialist 1	\$190	16	\$3,040
		Professional Level 11	\$173	0	\$0
		Professional Level 10	\$163	0	\$0
		Professional Level 9	\$153	0	\$0
		Professional Level 8	\$141	4	\$564
		Professional Level 7	\$130	0	\$0
		Professional Level 6	\$118	0	\$0
		Professional Level 5	\$110	100	\$11,000
		Professional Level 4	\$95	0	\$0
		Professional Level 3	\$84	0	\$0
		Technician Level 3	\$68	25	\$1,700
		Administrative 2	\$58	2	\$116
		Labor			\$16,420
		Equipment	Cost	1	\$200
		Travel	Cost	0	\$0
		Per Diem	\$0	0	\$0
		Miscellaneous	Cost	0	\$0
		Expenses			\$200
		Steamboat	Cost	0	\$15,783
		Subcontractors			\$15,783
		Task 7. Subtotal			\$32,403



Activity					Subtotal
8.	TASK 8 - Preliminary Cost Estimate				\$190
	- Prepare a preliminary cost estimate				\$0
	-Develop a takeoff sheet to identify all items necessary to perform the surveying, siting, hydrogeological studies, permitting, and design/layout of cells.				\$0
	- Provide the design and permitting approval process of Cell 1 from Task 7				\$0
	Assumptions:				\$0
	- Will determine the most local subcontractors for reduced travel time for cost estimate				\$0
	- Steamboat Technical Services to provide preliminary cost estimate				\$0
	Administrative 2				\$0
	Technician Level 3				\$0
	Professional Level 3				\$0
	Professional Level 4				\$0
	Professional Level 5				\$0
	Professional Level 6				\$0
	Professional Level 7				\$0
	Professional Level 8				\$0
	Professional Level 9				\$0
	Professional Level 10				\$0
	Professional Level 11				\$0
	Technical Specialist 1				\$0
	Labor				
Equipment					\$0
Travel					\$0
Per Diem					\$0
Miscellaneous					\$0
Expenses					\$0
Baker					\$2,200
Steamboat					\$2,827
Subcontractors					\$5,027
Task 8. Subtotal					\$5,437



Activity		Schedule of Charges	Hourly Rate or Charge	Hours or Unit Estimate	Subtotal
9.	TASK 9 - Preliminary Schedule using MS Project with Gantt Chart - Prepare a preliminary schedule using MS Project with Gantt Chart - Include all activities required to obtain approvals through initial landfill site selection, surveying, mapping, hydrogeological studies, installation of required monitoring wells, testing, reports, meetings, and other pertinent elements required for the new landfill. Assumptions: - SharePoint type system to be used to provide up-to-date schedule changes on a Gantt Chart - Schedule will include all testing activities and design timeline to obtain approval/construction acceptance for Cell 1	Technical Specialist 1	\$190	2	\$380
		Professional Level 11	\$173	0	\$0
		Professional Level 10	\$163	0	\$0
		Professional Level 9	\$153	0	\$0
		Professional Level 8	\$141	2	\$282
		Professional Level 7	\$130	0	\$0
		Professional Level 6	\$118	0	\$0
		Professional Level 5	\$110	12	\$1,320
		Professional Level 4	\$95	0	\$0
		Professional Level 3	\$84	0	\$0
		Technician Level 3	\$68	1	\$68
		Administrative 2	\$58	1	\$58
		Labor			\$2,108
		Equipment	Cost	0	\$0
		Travel	Cost	0	\$0
		Per Diem	\$0	0	\$0
		Miscellaneous	Cost	0	\$0
		Expenses			\$0
		Steamboat	Cost	1	\$790
		Subcontractors			\$790
		Task 9. Subtotal			\$2,898



Activity		Schedule of Charges	Hourly Rate or Charge	Hours or Unit Estimate	Subtotal
10.	TASK 10 - Meetings - Meet with the Owner, Community, and others as necessary throughout the project - Address any concerns and issues that may have arisen during Step 1 Assumptions: - 2 on-site project meetings, 6 monthly conference calls, 1 public hearing with Steamboat Technical Services	Technical Specialist 1 Professional Level 11 Professional Level 10 Professional Level 9 Professional Level 8 Professional Level 7 Professional Level 6 Professional Level 5 Professional Level 4 Professional Level 3 Technician Level 3 Administrative 2 Labor Equipment Travel Per Diem Miscellaneous Expenses Baker Steamboat Subcontractors Task 10. Subtotal	\$190 \$173 \$163 \$153 \$141 \$130 \$118 \$110 \$95 \$84 \$68 \$58 Cost Cost \$45 Cost Cost Cost Cost Cost	40 0 0 0 45 0 0 12 0 0 0 0 0 0 3 3 3 1 1 1	\$7,600 \$0 \$0 \$0 \$6,345 \$0 \$0 \$1,320 \$0 \$0 \$0 \$0 \$15,265 \$0 \$580 \$135 \$100 \$815 \$4,400 \$10,800 \$15,200 \$31,280

**Siting, Development, Permitting & Design of a New Landfill Facility for the Cities of Scottsbluff
and Gering, Nebraska**

Attachment C

Summary of Broad Cost Areas (4)

<u>Cost Area</u>	<u>Budget</u>
STEP 1 - Site Assessments/Investigation	\$264,512
STEP 2 - Permit Application Development	\$186,296
STEP 3 - Final Design and Construction	\$424,996
STEP 4 - Project Schedule	\$ 2,469
Project Total	\$878,272



TRIHYDRO CORPORATION – CITIES OF SCOTTSBLUFF AND GERING, NEBRASKA GENERAL BASIC AGREEMENT- ENGINEERING AND CONSULTING SERVICES

THIS Agreement is made and entered into on _____ day of September 2018, by and between the CITY OF SCOTTSBLUFF, NEBRASKA with an address of 2525 Circle Drive, Scottsbluff, NE 69361 and the CITY OF GERING, NEBRASKA, with an address of 1025 P Street, Gering NE 69341 [jointly referred to herein as "CLIENT"] and TRIHYDRO CORPORATION, a Wyoming corporation, whose address is, 1252 Commerce Drive, Laramie, WY 82070 ["TRIHYDRO"].

WHEREAS, TRIHYDRO is engaged in the business of providing engineering, surveying, and consulting services and CLIENT may require such services from time to time;

NOW, THEREFORE, in consideration of the terms, provisions, and Agreements set forth herein, the parties agree as follows:

ARTICLE 1. SERVICES AND WORK CHANGE ORDERS.

1.01 Scope of Work. TRIHYDRO shall provide the services and perform the Work authorized by CLIENT and accepted by TRIHYDRO ["the Work"] as set forth in the Scope of Work in a Work Order [in the form attached hereto as ATTACHMENT A ("Work Order"), or equivalent form (i.e. purchase order, notice to proceed or authorization).

1.02 Work Change Orders. All services or Work, other than as specifically set forth in the Work Order, shall be mutually agreed upon and shall be set forth in a Work Change Order [in the form attached hereto as ATTACHMENT B ("Work Change Order"), signed by CLIENT and TRIHYDRO. The Work Order and each Work Change Order shall be accompanied by a Schedule of Charges and shall include the following:

- (a) Location at which the Work or Work Change Order Work is to be performed;
- (b) Specific scope and description of the Work or Work Change Order to be performed, including plans and specifications where appropriate;
- (c) Trihydro Project Manager and CLIENT's authorized representative responsible for project;
- (d) Schedule for commencement and completion of the Work or the Work Change Order; and
- (e) Identifiable health and safety considerations.

ARTICLE 2. CHARGES AND BILLING.

2.01 Schedule of Charges. CLIENT shall pay TRIHYDRO in accordance with the written Schedule of Charges accompanying the Work Order and/or each Work Change Order.

2.02 Invoices. TRIHYDRO shall invoice CLIENT monthly for Work performed under the Work Order and/or each Work Change Order. CLIENT shall timely review such invoices and shall notify TRIHYDRO within fifteen (15) days of any disputed amounts. All undisputed amounts shall be paid no later than sixty (60) days after receipt of the invoice unless otherwise authorized in a Work Order.



ARTICLE 3. TERMS OF AGREEMENT AND TERMINATION.

3.01 Severability of Terms. Every part, provision, or term of the Engineering and Consulting Services Agreement is severable from every other part, provision, or term. A finding that any part or provision is invalid, void, or unenforceable shall not affect the remaining parts and provisions.

3.02 Integrated Agreement. The terms and conditions set forth in the foregoing Engineering and Consulting Services Agreement, sometimes collectively referred to as the "Agreement", constitute the entire understanding of the parties relative to services provided by TRIHYDRO to CLIENT, and supersede and completely integrate any and all prior Agreements between the parties, whether oral or in writing.

3.03 Incorporated in Work Orders. The Agreement and these terms and conditions shall be incorporated in the Work Order and/or the Work Change Order and authorizations, and shall govern each such order unless expressly excluded in writing therefrom.

3.04 Survival of Terms. The terms and conditions of the Agreement as applied to the Work Order or a Work Change Order shall survive termination or expiration of the Agreement and shall continue to govern completion of the Work Order or any Work Change Orders signed by the parties.

3.05 Non-performance. Should TRIHYDRO fail, neglect, or refuse to perform any of the Work or any Work Change Order; or should TRIHYDRO become insolvent; or, if at any time the Work should be unreasonably delayed; or if the conditions of this Agreement or a Work Change Order should be willfully violated, or performed carelessly, or in bad faith; then CLIENT may notify TRIHYDRO in writing, and if the faults complained of are not corrected to the satisfaction of CLIENT within ten (10) days from the delivery of the notice, then TRIHYDRO shall discontinue all or part of the Work under this Agreement or discontinue the Work of its subcontractors and CLIENT shall have full right to immediately purchase and hire materials, tools, labor, and machinery or otherwise contract for completion of the Work and to recover from TRIHYDRO damages therefore.

3.06 Termination. Either party may terminate this Agreement at any time and without cause upon thirty (30) days prior written notice to the other.

ARTICLE 4. RECORDS.

4.01 Retention. TRIHYDRO shall maintain true and correct records in connection with each material cost and each cost reimbursable service performed and all transactions related thereto, and shall retain all such records for three years after the end of the calendar year in which the last service was performed. CLIENT at its expense, from time to time up to three (3) years after the last services were performed, may inspect and audit all records of TRIHYDRO in connection with all costs and expenses invoiced for material cost and cost reimbursable services. Client may obtain any records needed from Trihydro within this three year period. Trihydro shall not unreasonably withhold its consent. No inspection or audit shall delay or defer the obligation of



CLIENT to make payment on undisputed invoices. At the end of three (3) years, CLIENT and TRIHYDRO shall make arrangements for the transfer of said records to CLIENT. TRIHYDRO shall have the right to copy such portions of said records as it shall deem necessary to retain and shall have the right thereafter to request copies of such transferred records. TRIHYDRO is an environmentally conscious firm that maintains and stores its documents electronically, rather than in hard copy.

4.02 Ownership of Work Product. Work Product shall not include customizations of, derivatives of, or enhancements to TRIHYDRO-owned or TRIHYDRO-provided software, such as but not limited to Project Direct, that may be provided as an application for CLIENT's use. Any pre-existing software, previously belonging to TRIHYDRO or lawfully acquired by TRIHYDRO in a manner independent of this Agreement, which is used by TRIHYDRO in the course of the Work hereunder, or which may be provided by TRIHYDRO to CLIENT and which is indicated to be the property of TRIHYDRO by copyright notice or otherwise shall remain the property of TRIHYDRO. Except as provided above with regard to TRIHYDRO-owned software, CLIENT shall own all work product and other deliverables provided to CLIENT pursuant to any Work Order, unless otherwise mutually agreed in a specific Work Order.

ARTICLE 5. TIME FOR PERFORMANCE, EXTENSIONS, AND DELAYS.

5.01 Timely Performance. TRIHYDRO shall commence and complete the Work and/or the Work Order and/or the Work Change Order in accordance with the schedule set forth in the Work Order or any Work Change Order and shall, at all times, proceed diligently with said Work to completion.

5.02 Suspension of Work. CLIENT reserves the right to suspend the whole or any part of the Work under any Work Order or any Work Change Order at any time. If all of the projected Work contemplated in a Work Order or a Work Change Order is terminated or abandoned by CLIENT, CLIENT shall pay TRIHYDRO for the Work performed in conformity with specifications, and in accordance with the Schedule of Charges.

5.03 Delays. If TRIHYDRO is obstructed or delayed in the prosecution or completion of the Work by reason of the unusual action of the elements, or by reason of the abandonment of the Work by the employees in a general strike, or by reason of war, civil disorder, fire or other casualty, strikes or embargoes, or shortage of transportation facilities, or by reason of any cause beyond the reasonable control of TRIHYDRO or CLIENT, TRIHYDRO and its agents, representatives, and subcontractors shall have no claim for damages for any such cause or delay and CLIENT, its agents, CLIENT's, representatives, and subcontractors shall have no claim for damages. In any such event, TRIHYDRO shall be entitled to such extension of time for the completion of the Work as CLIENT may approve as being just and proper; provided, however, that such claim for extension of time shall be made by TRIHYDRO to CLIENT within one (1) week from the time when cause for delay occurs, on a Work Order or a Work Change Order.

ARTICLE 6. PERFORMANCE OF SERVICES AND COMMUNICATION OF RESULTS.

6.01 Standard. TRIHYDRO shall perform the Work in a professional manner consistent with that level of care and skill ordinarily exercised by members of the profession currently



practicing in the same locality under similar conditions and information. No other representation, express or implied, and no warranty or guarantee is included or intended herein, or in any report, document or otherwise.

6.02 Plans and Specifications. The specifications and plans in the Work Order, or attached to a Work Change Order, are intended to be explanatory of each other, but should any discrepancies appear or any misunderstanding arise as to the meaning of anything contained in either, the plans and specifications shall be construed to require and include all labor and material and equipment necessary and proper for the Work contemplated, so that Work may be completed according to the true intent and purpose of the plans and specifications.

6.03 Results. Results of TRIHYDRO Work and analyses shall be communicated to CLIENT in writing as required in the Work Order, except that TRIHYDRO may give results orally or in electronic form in advance of any written results unless otherwise directed by CLIENT. Such oral or electronic communications of results in advance of the final written results are tentative only and are subject to change by TRIHYDRO before the final completion report is sent to and accepted by CLIENT.

ARTICLE 7. MATERIAL, EQUIPMENT, PREMISES AND WORK.

7.01 Material, Equipment, Utilities. TRIHYDRO shall, unless otherwise agreed, provide and pay for all materials, labor, tools, equipment, light, power, transportation, water and other facilities necessary for the execution and completion of the Work.

7.02 Payments to Suppliers. TRIHYDRO shall pay all materials suppliers and subcontractors for Work performed under the Work Order and any Work Change Order within seven (7) days from receipt of payment from CLIENT. TRIHYDRO agrees to furnish CLIENT with names of any and all suppliers or contractors used by TRIHYDRO in performing the Work, and shall furnish CLIENT satisfactory evidence of settlement including lien waivers for any and all materials supplied to TRIHYDRO under the Work Order or any Work Change Order when all outstanding invoices have been paid by CLIENT.

7.03 Permits, Licenses, and Certificates. Unless otherwise agreed, TRIHYDRO shall secure applicable permits, licenses, and certificates in connection with the performance of the Work, and pay all municipal inspection or other fees pertaining thereto.

ARTICLE 8. TRIHYDRO'S EMPLOYEES.

8.01 Compliance with Laws and Regulations. TRIHYDRO agrees to comply with applicable federal and state enactments with reference to employer's liability, unemployment security, Worker's compensation, Worker's insurance, environmental laws and regulations, and occupational safety and health laws in effect in the jurisdiction in which the Work is performed. All Work performed pursuant to this Agreement or any Work Order or Work Change Order shall be performed by TRIHYDRO as an independent contractor and under no circumstances will TRIHYDRO or its employees be considered employees or agents of CLIENT.

8.02 Unemployment Compensation. TRIHYDRO will register as an employer wherever required under applicable state Unemployment Compensation Laws, and, in the performance of the



Work, TRIHYDRO will comply with the requirements of such laws and will pay and save and hold CLIENT harmless from and on account of all taxes under such unemployment compensation laws applicable to performance of the Work, whether with reference to employees of TRIHYDRO or to others, and that it will furnish CLIENT evidence of its registration under such unemployment compensation laws and will promptly report to CLIENT from time to time the number of employees employed by TRIHYDRO or by its subcontractors in the performance of the Work.

ARTICLE 9. INSURANCE AND INDEMNIFICATION.

9.01 Insurance. TRIHYDRO agrees to carry adequate insurance protection against loss, damage, injury and liability, including claims for personal injury or death, property damage, and damage to the Work resulting from operations under this Agreement and any Work Order or any Work Change Order; coverage shall be not less than \$2,000,000.00. In addition, TRIHYDRO shall carry professional liability (errors and omissions) insurance coverage with minimum limits of \$5,000,000.00 per claim and \$5,000,000.00 aggregate; and an umbrella liability of \$10,000,000. CLIENT shall be an additional insured under the insurance policies carried by TRIHYDRO hereunder, and shall upon request by CLIENT, be given copies of said insurance policies naming CLIENT as additional insured.

9.02 Limitation of Liability. Notwithstanding any other provisions hereof, TRIHYDRO's liability for damages arising from or related to the Work shall be limited to the amount of applicable insurance provided in this Article.

9.03 Certificates. Documentary evidence of insurance, showing CLIENT as additional insured, required by this Agreement shall be furnished to CLIENT by TRIHYDRO before commencing Work hereunder. The insurance policies hereunder shall provide that notices by the insurer to the insured be given simultaneously to CLIENT.

9.04 Indemnification.

a. TRIHYDRO agrees, to the extent permitted by law, to indemnify, defend, and hold CLIENT harmless from damage, liability or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by TRIHYDRO, its employees, agents or subcontractors' negligent acts, errors or omissions in the performance of professional services arising from a Work Order or Work Change Order subject to this Agreement.

b. CLIENT agrees, to the extent permitted by law, to indemnify, defend, and hold TRIHYDRO harmless from damage, liability or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by CLIENT, its employees, CLIENT's, agents, or subcontractors' negligent acts, errors or omissions in the performance of professional services arising from a Work Order or Work Change Order subject to this Agreement.

c. Neither party to this Agreement is obligated to indemnify the other party in any manner whatsoever for the other parties' negligence.



ARTICLE 10. GENERAL PROVISIONS.

10.01 Successors and Assigns. This Agreement shall inure to and be binding upon the legal representatives and successors and assigns of the parties hereto. Neither party shall assign, transfer or convey this Agreement or the Work Order or any Work Change Order, or any right, title, or interest, therein or any power to execute the same, to any person, company or corporation without the prior written consent of the other.

10.02 Confidentiality. TRIHYDRO agrees not to use confidential information disclosed to it by CLIENT for its own use, or for any purpose except to carry out services outlined in this Agreement. TRIHYDRO will not disclose the confidential information to third parties or to its employees, agents or representatives, except those who need the information to carry out the services provided in the Agreement, or unless required by law or such information becomes publicly available by a party other than TRIHYDRO, its employees, agents or representatives. TRIHYDRO agrees to notify CLIENT in writing of any misuse or misappropriation of confidential information that may come to its attention.

10.03 Independent Contractor. All Work performed pursuant to this Agreement or any Work Order or any Work Change Order shall be performed by TRIHYDRO as an independent contractor and under no circumstances will TRIHYDRO or its employees be considered employees or agents of CLIENT. CLIENT shall have no voice in the selection, discharge, supervision, or control of TRIHYDRO's employees, representatives, or subcontractors. Except to the extent that a particular method is specified in any plans or specifications hereunder or in the Work Order or any Work Change Order, CLIENT shall not have the right to direct or control TRIHYDRO in the method of performance or the means of accomplishing the desired result.

10.04 Modification. All amendments, changes, and modifications to this Agreement shall be made in writing by Work Change Order, and approved and executed with the same formality as this Agreement

10.05 Governing Law. This Agreement and all Work shall be governed by and interpreted in accordance with the laws of the State of Nebraska.

10.06 No Solicitation of Personnel. During the term of this Agreement and for a period of six (6) months after its termination, neither party will solicit any employee of the other without the prior written consent of the other party. However, neither party will be restricted from employing employees who make unsolicited applications in response to a general advertisement.

{THIS SPACE INTENTIONALLY LEFT BLANK}



ARTICLE 11. PROJECT MANAGER / AUTHORIZED REPRESENTATIVE

11.01 Project Manager. TRIHYDRO shall designate a Project Manager. The Project Manager shall be the primary contact between TRIHYDRO and CLIENT, although TRIHYDRO's Project Manager may designate an acting Project Manager in his/her absence, as well as field coordinators and inspectors. The Trihydro Project Manager will be designated in the respective Work Orders for each request.

11.02 Authorized Representatives. The parties hereby designate the following Authorized Representatives, who may be changed only by written notice to the other party:

TRIHYDRO CORPORATION

Jack Bedessem or Deby L. Forry, Esq.
Trihydro Corporation
1252 Commerce Drive
Laramie, WY 82070

CITY OF SCOTTSBLUFF, NEBRASKA

Randy Meininger
City of Scottsbluff
2525 Circle Drive
Scottsbluff, NE

CITY OF GERING, NEBRASKA

Tony Kaufman
City of Gering
1025 P Street
Gering, NE 69341

IN WITNESS WHEREOF, the parties hereto have signed this Basic Agreement as of the day and year first above written. Facsimile/email signatures will be accepted to execute this Agreement.

TRIHYDRO CORPORATION

By: 

Its: Sr. Vice President of Risk Management

CITY OF SCOTTSBLUFF, NEBRASKA

By: _____

Its: _____

CITY OF GERING, NEBRASKA

By: _____

Its: _____

ATTACHMENT A
TRIHYDRO CORPORATION – CITIES OF SCOTTSBLUFF AND GERING, NEBRASKA
GENERAL BASIC AGREEMENT- ENGINEERING AND CONSULTING SERVICES
EXAMPLE WORK ORDER

Work Order No.: _____ Date: _____

_Job No.: _____

Location of Project:

Owner and Contract No.: _____

Services to be Performed: _____

Schedule -- Commencement Date: _____

Completion Date: _____

Attachments: Schedule of Charges: _____

Plans and Specifications: _____

Health and Safety Considerations: _____

Other Information:

__This WORK ORDER is made and entered into pursuant to that certain Basic Agreement by and between the undersigned dated _____, the terms, conditions and provisions whereof are hereby incorporated herein and made a part hereof.

Facsimile signatures will be accepted to execute this Work Order.

Facsimile signatures will be accepted to execute this Work Order.

TRIHYDRO CORPORATION

CITY OF SCOTTSBLUFF, NEBRASKA

By: _____

By: _____

Its: Sr. Vice President of Risk Management

Its: _____

CITY OF GERING, NEBRASKA

By: _____

Its: _____

ATTACHMENT B
TRIHYDRO CORPORATION – CITIES OF SCOTTSBLUFF AND GERING, NEBRASKA
GENERAL BASIC AGREEMENT- ENGINEERING AND CONSULTING SERVICES
EXAMPLE WORK CHANGE ORDER

Work Order No.: _____ Date: _____

Job No.: _____

Change Order No.: _____

Location of Project: _____

Insured Name: _____

Owner and Contract No.:

Original Specification:

Change Order:

Attachments (if any): _____

Estimated Additional Cost (if any): _____

Facsimile signatures will be accepted to execute this Work Change Order.

TRIHYDRO CORPORATION

By: _____

Its: Sr. Vice President of Risk Management

CITY OF SCOTTSBLUFF, NEBRASKA

By: _____

Its: _____

CITY OF GERING, NEBRASKA

By: _____

Its: _____

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Reports3

**Council to consider amended Fire Contract ARTICLE VIII
WAGES.**

Staff Contact: Jana Bode, HR Director

AMENDED CONTRACT
WITH SCOTTSBLUFF FIREFIGHTERS LOCAL #1454
FOR FISCAL YEAR 2018-2019

The parties to this Contract —the City of Scottsbluff, Nebraska, a municipal corporation, and Scottsbluff Firefighters Local #1454—hereby agree as follows:

1. Wages

Wages become effective October 1, 2018. Step #8 added to schedule and position of Fire Lieutenant added in 2018-2019 fiscal year.

<u>Class Title</u>	<u>Hourly Pay Schedule (56 hour week)</u>							
	1	2	3	4	5	6	7	8
Firefighter	13.95	14.65	15.38	16.15	16.96	17.81	18.70	19.64
Fire Lieutenant	16.04	16.85	17.68	18.57	19.50	20.48	21.50	22.58
Fire Captain	18.07	18.97	19.92	20.92	21.97	23.07	24.22	25.43

IN WITNESS THEREOF, the parties hereto have set their hands this ____ day of _____, 2018.

CITY OF SCOTTSBLUFF, NEBRASKA
#1454

SCOTTSBLUFF FIREFIGHTERS LOCAL

Mayor

President

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Reports4

**Council to consider amended Police Contract ARTICLE XXII
WAGES.**

Staff Contact: Jana Bode, HR Director

**AMENDED CONTRACT
ARTICLE XXII
WAGES**

Amend police pay schedule for fiscal year 2018-2019, effective October 1, 2018

HOURLY PAY SCHEDULE

Class Title

	1	2	3	4	5	6	7
Police Officer	19.49	20.47	21.49	22.56	23.70	24.88	26.16
Police Corporal	21.12	22.18	23.29	24.45	25.67	26.96	28.31
Police Sergeant	23.29	24.45	25.67	26.96	28.31	29.72	31.21

IN WITNESS THEREOF, the parties hereto have set their hands this _____ day of _____, 2018.

CITY OF SCOTTSBLUFF, NEBRASKA

SCOTTSBLUFF POLICE OFFICER'S ASSOC.

Mayor

Union President

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Reports5

Council to consider approval of an agreement with the North Platte NRD and Minatare Mutual Canal & Irrigation Company that mitigates water use associated with the installation of a small water well for the Wastewater Treatment Plant process and authorize the Mayor to execute the agreement.

Staff Contact: Nathan Johnson, City Manager

Agenda Statement

Meeting Date: September 4, 2018

AGENDA TITLE: Council to consider approval of an Agreement with the North Platte NRD and Minatare Mutual Canal & Irrigation Company that mitigates water use associated with the installation of a small water well for the Wastewater Treatment Plant process.

SUBMITTED BY DEPARTMENT/ORGANIZATION: Public Works

PRESENTATION BY: Nathan Johnson, City Manager

SUMMARY EXPLANATION: The City received a directive from the State of NE Department of Health and Human Services to correct what they deem to be a cross-connection between the potable water supply and the return activated sludge pumps at the Wastewater Treatment Plant. The most cost effective way to correct this is to install a small non-potable water well that will provide water for the entire treatment process. Preliminary estimates for this well are \$10,575 which would be paid out of the Wastewater Fund.

To permit the well with the NPNRD, the effect of changing where the current water source is drawn (City's current Water Transfer Permit for our public water supply) to this new location has to be considered – and would require another Water Transfer Permit. However, the potential impacts of the new well and location have been determined to be insignificant under the circumstances. This proposed Agreement is acceptable to all parties involved and will allow the City to avoid the requirement of obtaining a Water Transfer Permit.

The Engineer and Legal have worked with the NPNRD on the proposed Agreement that addresses the needs of all parties involved.

BOARD/COMMISSION RECOMMENDATION:

STAFF RECOMMENDATION: For Council to approve the Agreement and thereby allow the Mayor to execute it on behalf of the City.

EXHIBITS

Resolution ☐ Ordinance ☐ Contract ☒ Minutes ☐ Plan/Map ☐

Please provide all visual presentation materials.

Other (specify) ☒ Agreement

NOTIFICATION LIST: Yes ☐ No ☐ Further Instructions ☐

City of Scottsbluff
Office of the City Manager

Effective date: January 20, 2017

AGREEMENT

This Agreement is entered into effective this ____ day of September, 2018, by and between the City of Scottsbluff, Nebraska (hereinafter “City”), the Minatare Mutual Canal and Irrigation Company (hereinafter “Minatare Mutual”), the North Platte Natural Resources District (hereinafter “NPNRD”).

WHEREAS, the City has received an emergency order from Nebraska Department of Health and Human Services to mitigate an issue at its waste water treatment facility. To address that issue, the City has proposed installing a new 120 gallon per minute well at the waste water treatment site to provide a replacement source of water that could be used to wash the facility press with waste water returning from the valves through the waste water lagoons to the river after it goes through the system. The amount of water that would be pumped from the well is about 30 million gallons per year with minimal loss to evaporation.

WHEREAS, Minatare Mutual owns and operates an irrigation canal and delivery system, the diversion point of which is on the North Platte River near the proposed site for the new well.

WHEREAS, the NPNRD is the entity charged with administration and regulation of ground water wells including the approval of municipal transfer permits and has certain obligations to offset certain municipal uses.

WHEREAS, all parties believe that the potential impacts of the proposed new well operations would be insignificant and that under the circumstances, no further analysis or municipal transfer permit should be required.

IT IS THEREFORE AGREED AS FOLLOWS:

1. In order to avoid costs of repairs and modifications to the City for adjustments to the waste water treatment facility and water supply, and a costly hydrological analysis by the NPNRD, Minatare Mutual is willing to consent to this project based upon the estimates and understanding that Minatare Mutual’s diversion would be affected by less than one acre foot of water per year. Minatare Mutual hereby notifies the Nebraska Department of Natural Resources that it has no objection to the proposed new well operations.

2. Inasmuch as this consent allows the City and the NPNRD to avoid substantial expenses with no direct benefit to Minatare Mutual, the City and the NPNRD agree that they will cooperate and coordinate for Minatare Mutual’s benefit, their future water use, discharge and

regulatory activities when and where practical and appropriate.

DATED: _____

CITY OF SCOTTSBLUFF,

By _____
Randy Meininger, Mayor

ATTEST:

Clerk

DATED: _____

MINATARE MUTUAL CANAL AND
IRRIGATION COMPANY,

By _____
Gary Lofing, Manager-President

DATED: _____

NORTH PLATTE NATURAL
RESOURCES DISTRICT,

By _____
John Berge, General Manager

City of Scottsbluff, Nebraska

Tuesday, September 4, 2018

Regular Meeting

Item Reports6

Council to consider approving an agreement with Kirk Bernhardt as the Flag Football Coordinator and authorize the Mayor to execute the agreement.

Staff Contact: Rick Deeds, Park Superintendent

AGREEMENT

This Agreement entered into on _____, 2018, by and between KIRK BERNHARDT, hereinafter referred to as "BERNHARDT" and the CITY OF SCOTTSBLUFF, NEBRASKA, hereinafter referred to as "CITY."

1. BERNHARDT agrees to furnish and provide the CITY the following:
 - a. All referees for the CITY's 5 on 5 flag football league ("league") for the 2018 flag football season;
 - b. To act as the league coordinator for the CITY's flag football league for the period October 1, 2018 through November 30, 2018, which will include two (2) divisions of teams with approximately 9 games and a single elimination playoff.
 - c. Plaques for the first and second place team in each division.
2. The City agrees to provide fields for the CITY's league ("fields").
3. BERNHARDT'S responsibility for furnishing referees are as follows:
 - a. To furnish a minimum of two (2) referees per field, per game for each division.
 - b. To insure that the referee assignments are covered.
 - c. If the need arises, to insure replacement referees are assigned.
 - d. To insure that all referees assigned are versed on the CITY's league rules and regulations as well as football rules and regulations.
 - e. To insure assigned referees arrive at their assigned games at least 15 minutes prior to the scheduled time of the game to insure the continuity of staying as close as possible to game schedules.
 - f. To submit to the CITY a hard copy of the referee Schedule for both divisions of league play prior to the league games being played.
 - g. Allow the CITY the right to air concerns to BERNHARDT regarding referee quality, attendance, behavior and establish remedies, acceptable to both parties regarding these concerns.
 - h. Assess, by use of voucher, appropriate referee fees. Each referee will be paid \$15.00 per game. Advise all referees to turn in all vouchers to City Hall for payment.

4. BERNHARDT'S responsibilities to the CITY as coordinator for the CITY's league are as follows:
 - a. Coordinate with the CITY's Park Supervisor in the advertising and promotion of the CITY's league;
 - b. Prepare, disseminate and enforce league rules and regulations;
 - c. Assist with league meetings, league registration and league rosters, which rosters are limited to 15 players per team; advise of the \$300 cost per team and where to make payment;
 - d. Develop a league schedule with approximately 9 games for each team in a division and a single elimination playoff at the end of the season;
 - e. Notify teams of changes in the schedule due to weather and other schedule changes so as to maintain continuity and harmony within the league schedules and to enable each team to have the same number of games;
 - f. Maintain and provide the CITY with league records, league standings and league expenditures, including but not limited to equipment needs and league expenses;
 - g. Communicate with the CITY's Park Supervisor, or their designee, regarding past, current or future recommended league changes;
 - h. To prepare the fields and place stripping and markings on the fields and be at the fields or have a designee at the fields to address league issues and concerns, schedule changes, prepare and post playoff information, interpret league rules and regulations, resolve disputes and protests, enforce CITY rules and regulations, and insure participants are aware of CITY ordinances and statutory laws;
 - i. Establish, develop and maintain uniformity and parity in the level of play, regarding the two divisions of play;
 - j. Insure all equipment is properly secured and all electrical equipment turned off after the conclusion of the final game;
 - k. Notify the CITY's Park Supervisor of any league or equipment needs;
 - l. Address other league needs or issues that the CITY may deem necessary, including maintenance and upkeep.

5. All fees collected by BERNHARDT on behalf of the CITY which are payable to the CITY for the league will be collected at Scottsbluff City Hall, 2525 Circle Drive, between the hours of 7:00 a.m. and 4:00 p.m., Monday through Friday. BERNHARDT will not accept any payments unless specifically directed to do so by the City's Park Supervisor.

6. The CITY is responsible for providing all the paint for BERNHARDT to strip and mark the fields and for setting up cones on the fields. The CITY will notify BERNHARDT of any fields that may not be playable.

7. BERNHARDT will act as an independent contractor and not as an employee of the CITY. BERNHARDT'S compensation will be as set forth in this AGREEMENT and will not include any benefits of any type which are payable to CITY employees. The CITY shall have no right to control the manner in which BERNHARDT accomplishes his responsibilities. BERNHARDT may employ assistants to assist in carrying out his responsibilities. Other than the playing fields themselves, all equipment, tools and other things reasonably necessary for BERNHARDT to carry out his responsibilities under this AGREEMENT will be provided by BERNHARDT.

8. During the term of this AGREEMENT, BERNHARDT will maintain public liability insurance in an amount of not less than \$1,000,000.00. Such insurance policy will show the CITY as an additional insured. A certificate in a form acceptable to the CITY will be furnished to the CITY before BERNHARDT begins the performance of any of his responsibilities.

9. The CITY agrees and is responsible under this Agreement as follows:

- a. The CITY reserves the right to access financial and schedule records to insure refereed games match actual games and payment information.
- b. For BERNHARDT'S services, the CITY agrees to pay the sum of \$1,000.00 in two (2) equal installments. Such payments will be made after the following dates:

\$500.00 - October 1, 2018

\$500.00 at the last playoff game.

10. This Agreement may only be amended by a signed document from both parties.

11. This Agreement will be interpreted according to the laws of the state of Nebraska.

12. This Agreement may be terminated by the CITY in the event BERNHARDT fails to cure any default of this Agreement within five (5) days after written notice by the City has been sent to BERNHARDT at the following address:
_____.

[SIGNATURE PAGE WILL FOLLOW]

CITY OF SCOTTSBLUFF, NEBRASKA,

Kirk Bernhardt

By _____
Mayor

ATTEST:

City Clerk