

**HASTINGS CITY COUNCIL
AGENDA**

**Council Chambers – City Hall
220 North Hastings Avenue
October 14, 2019
5:30 PM**

ROLL CALL:

PLEDGE OF ALLEGIANCE:

MOTION TO ADOPT CURRENT AGENDA for October 14, 2019 Regular Meeting.

PUBLIC NOTICE - Official Notice of the Regular Meeting was published in the Hastings Tribune on Friday, October 11, 2019. Pursuant to Nebraska Revised Statute Section 84-1412, the public is advised that a copy of today's agenda and all reproducible written material which will be discussed at today's meeting is located at the back of the Council Chambers. Also, a current copy of the Nebraska Open Meetings Act is posted on the south wall of the Council Chambers which is accessible to members of the public.

COUNCIL COMMUNICATION:

Reports of Liaisons.

CITIZEN COMMUNICATIONS: (Only for agenda items not related to a public hearing.)

MAYOR'S COMMUNICATIONS:

Service Anniversaries.

CONSENT AGENDA:

1. All Consent Items.
 - (a) Approval of the minutes of the Council Meeting of September 23, 2019
 - (b) Approval of claims and payroll
 - (c) Approve receiving and placing on file department monthly reports
 - (d) Approval of Release of Easement in Shady Acres Subdivision
 - (e) Approval of Work Order SW-344
 - (f) Approval of Work Order EL-89

- (g) Approval of Work Order PL-605
- (h) Approval of Work Order EL-99
- (i) Approval of Work Order PL-603
- (j) Approval of Work Order PL-602

REGULAR AGENDA:

2. Unfinished Business of Preceding Meeting.

3. Public Hearings.

- (a) Public hearing on the application of Ninja House, Inc. dba "Ninja Steak Sushi House" for a Class "I" Liquor License at 235 S. Burlington Avenue

Resolution No. 2019-39. . Approving/denying the application of Ninja House, Inc. dba "Ninja Steak Sushi House" for a Class "I" Liquor License at 235 S. Burlington Avenue
- (b) Approval of the manager application of Zhou Zheng in connection with the Class "I" Liquor License of Ninja House, Inc. dba "Ninja Steak Sushi House" located at 235 S. Burlington Avenue
- (c) Motion to adjourn as Mayor and City Council and reconvene as Board of Equalization

Public hearing on the levying of assessments in the Business Improvement District
- (d) Motion to adjourn as Board of Equalization and reconvene as Mayor and City Council
- (e) Resolution No. 2019-47 making assessments in the Business Improvement District of the City of Hastings
- (f) Public hearing on the request of Scott Hollister to change zoning from "A Agricultural" to "R-1A Single-family large-lot Residential" for Hollister 3rd Subdivision

Ordinance No. 4606 amending the Zoning District Map to rezone property from "A Agricultural" to "R-1A Single-family large-lot Residential" for Hollister 3rd Subdivision
- (g) Approval of the final plat for Hollister 3rd Subdivision

- (h) Public hearing on the request of Menard Inc. and Boyd Realty LLC to bring Menard-Boyd Addition within the corporate limits of the City of Hastings and for approval of the final plat for Menard-Boyd Addition

Approval of bringing Menard-Boyd Addition within the corporate limits of the City of Hastings

- (i) Approval of the final plat for Menard-Boyd Addition

4. General Business.

- (a) Approval of the final plat for Pioneer Trail Flats Second Subdivision
- (b) Approval of moving the City Council Meeting from Monday, November 11, 2019 to Tuesday, November 12, 2019 at 5:30 P.M. in the City Council Chambers
- (c) Approval of the application from the Community Redevelopment Authority for CDBG Downtown Revitalization funding in the amount of \$75,000 (CDBG Contract #17-DTR-105)

5. Ordinances and Resolutions.

- (a) Ordinance No. 4602 modifying the City's Extra-Territorial Zoning Jurisdiction and modifying the boundary of the Comprehensive Land Use Plan (**Second Reading**)
- (b) Ordinance No. 4610 amending Section 15-310 of the official City Code to provide for speed limits on U.S. Highways No. 34 and 281
- (c) Ordinance No. 4609 to repeal the current Chapter 3 of the official Hastings City Code and to enact a new Chapter 3 in its place
- (d) Resolution No. 2019-48 approving the Hastings Employee Handbook
- (e) Resolution No. 2019-49 approving City of Hastings Fleet Management Policy

6. Final Passage of Ordinances.

7. Appointments.

8. Miscellaneous and Other Business.

9. Possible Closed Session (if necessary or requested).

ADJOURN:

The Mayor and City Council reserve the right to enter into an executive session at any time during the meeting, in accordance with the Nebraska Open Meetings Act, even though the closed session may not be indicated on the agenda.

It is the intention of the Mayor and City Council to take up the items on the agenda in sequential order. However, the Mayor and City Council reserve the right to take up matters in a different order to accommodate the schedules of the city council members, person having items on the agenda, and the public.

October 2019 Service Anniversaries

Name	Anniversary	Department	Years of Service
Jason Haase	10/01/2019	Police	10
Todd Jones	10/03/2019	Auditorium	5
Curtis Gosser	10/06/2019	Museum	5
Caleb Maschmann	10/27/2019	Utilities	5
William (Keith) Bryan	10/31/2019	Utilities	25

CITY OF HASTINGS, NEBRASKA
MINUTES OF CITY COUNCIL REGULAR MEETING
Monday, September 23, 2019

Pursuant to due call and notice thereof, a Regular Meeting of the City Council of the City of Hastings, Nebraska was conducted in the Council Chambers of City Hall, 220 N. Hastings Avenue, on September 23, 2019.

The meeting was called to order at 5:30 p.m. in Regular Session by Mayor Stutte with the following members present: Ginny Skutnik, Ted Schroeder, Butch Eley, Scott Snell, Chuck Rosenberg, Paul Hamelink, Matt Fong. Absent: Jeniffer Beahm.

The following City Officials were present: City Administrator, David Ptak; City Attorney, Clint Schukei; City Clerk, Kimberly Jacobitz; Police Chief, Adam Story; Fire Chief, Brad Starling; Parks & Recreation Director, Jeff Hassenstab; Finance Director, Roger Nash; Development Services Director, Don Threewitt; City Engineer, David Wacker; IT Director, Kevin Schawang; Museum Director, Rebecca Matticks.

The Mayor led the group in recital of the Pledge of Allegiance to the United States of America.

Moved by Butch Eley seconded by Matt Fong to adopt current agenda for September 23, 2019 Regular Meeting. Roll Call: Ayes: Matt Fong, Paul Hamelink, Chuck Rosenberg, Scott Snell, Butch Eley, Ted Schroeder, Ginny Skutnik. Nays: None. Absent: Jeniffer Beahm. The motion carried.

Mayor Stutte read the Public Notice - Pursuant to the Nebraska Revised Statute Section 84-1412, the public is advised that a copy of today's agenda and all reproducible written material which will be discussed at today's meeting is located at the back of the Council Chambers. Also, a current copy of the Nebraska Open Meetings Act is posted on the south wall of the Council Chambers which is accessible to members of the public.

COUNCIL COMMUNICATION:

Councilmember Fong reported on the City of Hastings' and Hastings Economic Development Corporation's Business Expo being held at the City Auditorium tomorrow.

Councilmember Hamelink reported on attending the Nebraska League of Municipalities conference last week, with other council members and Dave Ptak.

CITIZEN COMMUNICATIONS:

Robin Vodehnal, 601 E 3rd Street, spoke on importance of the census.

MAYOR'S COMMUNICATIONS:

Mayor Stutte spoke on the Business Expo tomorrow at the City Auditorium.

CONSENT AGENDA:

1. All Consent Items.

Moved by Ginny Skutnik seconded by Ted Schroeder to approve all consent items, as presented.

Roll Call: Ayes: Matt Fong, Paul Hamelink, Chuck Rosenberg, Scott Snell, Butch Eley, Ted Schroeder, Ginny Skutnik. Nays: None. Absent: Jeniffer Beahm. The motion carried.

(a) Approval of the minutes of the Council Meeting of September 9, 2019

(b) Approval of the minutes of the Worksession of September 3, 2019

(c) Approval of claims and payroll

(d) Approve receiving and placing on file department monthly reports

(e) Approval of Invoice #943 from South Central Economic Development District for \$1,627.50 for the execution of Grant Administration services on Community Development Block Grant Project 17-DTR-105, Hastings Downtown Revitalization Project

- (f) Approval of the request for Community Development Block Grant funds, Drawdown #5 for \$1,617.50 for Grant Administration, Downtown Revitalization Project 17-DTR-105
- (g) Approval of Invoice #945 from South Central Economic Development District for \$525.00 for the execution of Grant Administration services on Community Development Block Grant Project 18-PP-003, Hastings Mobility Study Planning Grant Project
- (h) Approval of the request for Community Development Block Grant, Drawdown #5 for \$525.00 for Grant Administration, Mobility Study Planning Grant Project 18-PP-003
- (i) Approval of Invoice #944 from South Central Economic Development District for \$1,242.50 for the execution of Grant Administration services on Community Development Block Grant Project 18-ED-003, SHABRI Economic Development Grant Project
- (j) Approval of the request for Community Development Block Grant funds, Drawdown #1 for \$1,242.50 for Grant Administration, SHABRI Economic Development Grant Project 18-ED-003
- (k) Approval of Work Order No. EL-96
- (l) Approval of Work Order No. EL-98
- (m) Approval of Right-of-Way License Agreement with THOAR LLC for use of a portion of public sidewalk at 713 W. 1st Street

REGULAR AGENDA:

2. Unfinished Business of Preceding Meeting. None.

3. Public Hearings.

(a) Public hearing on the request of Hastings Economic Development Corporation to bring Trail Ridge Addition within the corporate limits of the City of Hastings and for approval of the final plat for Trail Ridge Addition.

Moved by Paul Hamelink seconded by Scott Snell to take from the table the request to bring Trail Ridge Addition into the City of Hastings, Adams County, Nebraska. Roll Call: Ayes: Matt Fong, Paul Hamelink, Chuck Rosenberg, Scott Snell, Butch Eley, Ted Schroeder, Ginny Skutnik. Nays: None. Absent: Jeniffer Beahm. The motion carried.

Don Threewitt, Development Services Director, reported this is a single family portion of the North Park Commons comprising of a planned 41 acres, containing 5.6 acres of new road right-of-way, 74 lots, an outlot for a future park, and pedestrian connections to the trail. No public spoke. City Clerk received no objections.

Moved by Paul Hamelink seconded by Scott Snell to bring Trail Ridge Addition within the corporate limits of the City of Hastings. Roll Call: Ayes: Matt Fong, Paul Hamelink, Chuck Rosenberg, Scott Snell, Butch Eley, Ted Schroeder, Ginny Skutnik. Nays: None. Absent: Jeniffer Beahm. The motion carried.

(b) Moved by Ginny Skutnik seconded by Paul Hamelink to take from the table approval of the final plat for Trail Ridge Addition. Roll Call: Ayes: Matt Fong, Paul Hamelink, Chuck Rosenberg, Scott Snell, Butch Eley, Ted Schroeder, Ginny Skutnik. Nays: None. Absent: Jeniffer Beahm. The motion carried.

Moved by Ginny Skutnik seconded by Chuck Rosenberg to approve the final plat for Trail Ridge Addition. Roll Call: Ayes: Matt Fong, Paul Hamelink, Chuck Rosenberg, Scott Snell, Butch Eley, Ted Schroeder, Ginny Skutnik. Nays: None. Absent: Jeniffer Beahm. The motion carried.

(c) Public hearing regarding modification of the Two-Mile Extra-Territorial Jurisdiction Boundary of the City of Hastings. Don Threewitt reported this item is being heard by City Council tonight and may be approved following a 30-day public comment period, per State Statute, and a required 30-day notice to the Adams County Board of Supervisors. The Planning Commission held a hearing on August 19th, and recommended to proceed. At that point, the 30-day public comment period began. The Board of Supervisors held a public hearing on September 17th. There will be three readings of the ordinance for City Council. The Two-Mile Extra-Territorial Jurisdiction (ETJ) Boundary has not been amended since 2009. The outer boundary of the ETJ does not need to be equal distance from all points along the

municipality boundary. The maximum prescribed distance must be within two miles all the way around. ETJ boundary extension is not an annexation and does not bring properties into city limits. The city building and zoning codes will apply to ETJ area. What will not change, because of the modification, is the elected representatives or taxes. What will change, with the modification, is properties are within the city's planned growth area. We are starting to apply rules as properties develop. There shall be no such ordinance to be extended or applied to the ETJ area, so as to prohibit or prevent or interfere with the conduct of existing farming, livestock operations, business, or industry. As we apply our new building or zoning regulations, we cannot apply those that would interfere with the conduct of these existing businesses.

Adams County and the City of Hastings currently operate under the 2018 International Building Code and Residential Code. The only change will be the International Property Maintenance Code, which is complaint driven and resource limited. The city's Development Services office will forward all building applications, within the 2-mile boundary, for review and comment to rural fire districts. Don Threewitt will present to the County Planning Commission for further discussion on October 7th. Staff is working on a conversion chart for the zoning. Once we bring properties under city's jurisdiction, we want to get the least restrictive use for those properties, so we do not take away usage rights. The ETJ has not been updated since 2009. The State Statute states the ETJ shall consist of the unincorporated area two miles beyond and adjacent to its corporate boundaries. Mayor Stutte invited anyone with questions to talk to Development Services. This item will not be decided for at least two more meetings. The outer boundary of the ETJ need not be equal distance from all points along the municipality corporate boundary, but the maximum distance prescribed in statutes must not be exceeded.

Those speaking against: Kendra Hoagland, 4135 East Hadco; Brett Adler, 4295 East Hadco; Maria Einsel, 5065 East Hadco; Brett Littrel, 4265 East Hadco; Terry Fitz, 2720 South Cornhusker; Jayme Glee, 506 East Hadco.

No further objections were received by the City Clerk.

ORDINANCE NO. 4602 MODIFYING THE CITY'S EXTRA-TERRITORIAL ZONING JURISDICTION AND MODIFYING THE BOUNDARY OF THE COMPREHENSIVE LAND USE PLAN

Moved by Ginny Skutnik seconded by Chuck Rosenberg to approve Ordinance 4602...modifying the City's Extra Territorial Zoning Jurisdiction Boundary of the City of Hastings, Nebraska on first reading only. Roll Call: Ayes: Matt Fong, Paul Hamelink, Chuck Rosenberg, Scott Snell, Butch Eley, Ted Schroeder, Ginny Skutnik. Nays: None. Absent: Jeniffer Beahm. The motion carried.

(d) Public hearing on the request of Forge Christian Church for a Conditional Use Permit for a Church use for property commonly addressed as 922 East South Street. Don Threewitt reported this Conditional Use Permit is for church neighborhood assembly use. Use permissions are limited specifically to criteria on this permit. All four criteria have been met. Speaking for: William Chine, 522 East 6th Street. City Clerk received no objections.

Moved by Scott Snell seconded by Butch Eley to approve Resolution No. 2019-36...approving the request of Forge Christian Church for a Conditional Use Permit for a Church use for property commonly addressed as 922 East South Street. Roll Call: Ayes: Matt Fong, Paul Hamelink, Chuck Rosenberg, Scott Snell, Butch Eley, Ted Schroeder, Ginny Skutnik. Nays: None. Absent: Jeniffer Beahm. The motion carried.

4. General Business.

(a) Moved by Ginny Skutnik seconded by Matt Fong to approve the Hastings Museum's Strategic Plan, October 2019 to September 2021. Rebecca Matticks, Museum Director, reported on the strategic plan, working on the NAD exhibit and collection storage. Roll Call: Ayes: Matt Fong, Paul Hamelink, Chuck Rosenberg, Scott Snell, Butch Eley, Ted Schroeder, Ginny Skutnik. Nays: None. Absent: Jeniffer Beahm. The motion carried.

(b) Moved by Scott Snell seconded by Matt Fong to approve the Addendum Agreement with Hastings Keno, Inc. to add an additional location for its keno-type lottery within the City of Hastings. Dave Ptak, City Administrator, stated this involves an additional location at Misques Bar & Grill on Elm Avenue. Mike Nevery, Keno operator, spoke regarding new equipment and trying to grow the game. Roll Call: Ayes: Matt Fong, Paul Hamelink, Chuck Rosenberg, Scott Snell, Butch Eley, Ted Schroeder, Ginny Skutnik. Nays: None. Absent: Jeniffer Beahm. The motion carried.

(c) Moved by Chuck Rosenberg seconded by Paul Hamelink to award the bid for insurance coverages for FY2019-20 to Travelers' Insurance Company for Property, Casualty, and Workers' Compensation; to Hanover Insurance Group for Crime coverage; and to Beazley Insurance Group for Cyber coverage. Dave Ptak reported the city went out with a Request for Proposals (RFP), after being with Arthur J. Gallagher for five years. We received six proposals and interviewed three companies. James Charlesworth, Charlesworth Consulting, was the project manager and put together the RFP. Insurance has been a challenge, but the pricing we received was good. Mark Frantz, Harry A. Koch Company, spoke on being chosen as the insurance broker and thanked the city for the opportunity. Roll Call: Ayes: Matt Fong, Paul Hamelink, Chuck Rosenberg, Scott Snell, Butch Eley, Ted Schroeder, Ginny Skutnik. Nays: None. Absent: Jeniffer Beahm. The motion carried.

5. Ordinances and Resolutions.

(a) Moved by Ginny Skutnik seconded by Butch Eley to approve Resolution No 2019-46... Reimbursing costs of 42nd Street, Baltimore Avenue to US Highway 281. Dave Ptak, stated this is a non-binding resolution. If we decide to bond 42nd street extension, we could be reimbursed. We have 90 days to be able to go back and do that. We are in process of discussing right-of-way for the extension of 42nd Street. We intend to do this project with funds already in the Street fund, but want to keep the option open. Roll Call: Ayes: Matt Fong, Paul Hamelink, Chuck Rosenberg, Scott Snell, Butch Eley, Ted Schroeder, Ginny Skutnik. Nays: None. Absent: Jeniffer Beahm. The motion carried.

(b) ORDINANCE NO. 4605 CHANGING THE PENALTY FOR VIOLATING A PROVISION OF THE CITY CODE FROM \$100 TO \$500

Said Ordinance was read by title and thereafter Councilmember Butch Eley moved for passage of the ordinance, which motion was seconded by Councilmember Matt Fong.

Clint Schukei, City Attorney, stated the penalty has not been increased since 1973, or longer. These penalties are primarily on property maintenance.

The Mayor then stated the question "Shall Ordinance No. 4605 be passed and adopted?" Upon roll call vote the following Councilmembers voted Ayes: Matt Fong, Paul Hamelink, Chuck Rosenberg, Scott Snell, Butch Eley, Ted Schroeder, Ginny Skutnik. Nays: None. Absent: Jeniffer Beahm. The motion carried.

Councilmember Ginny Skutnik moved that the statutory rule requiring reading on three different days be suspended; Councilmember Butch Eley seconded the motion to suspend the rules and upon roll call vote the following Councilmembers voted Ayes: Matt Fong, Paul Hamelink, Chuck Rosenberg, Scott Snell, Butch Eley, Ted Schroeder, Ginny Skutnik. Nays: None. Absent: Jeniffer Beahm. The motion to suspend the rules was adopted by three fourths vote of the Council and the statutory rule was declared suspended for consideration of said ordinance.

The passage and adoption of said ordinance having been concurred in by a majority of all members of the Council, the Mayor declared the ordinance adopted upon second and final reading and the Mayor signed and approved the ordinance. City Clerk attested the passage approval of the same and affixed her signature thereto. Published in the Hastings Tribune on September 27, 2019. Effective date of the ordinance is October 9, 2019.

6. Final Passage of Ordinances.

None.

7. Appointments.

None.

8. Miscellaneous and Other Business.

None.

Moved by Ginny Skutnik seconded by Butch Eley there being no further business to adjourn at 6:35p.m. Roll Call: Ayes: Matt Fong, Paul Hamelink, Chuck Rosenberg, Scott Snell, Butch Eley, Ted Schroeder, Ginny Skutnik. Nays: None. Absent: Jeniffer Beahm. The motion carried.

APPROVED:

Corey Stutte, Mayor

ATTEST:

Kimberly S. Jacobitz, City Clerk

(S E A L)

9/16/19 UMPIRES - WK 9.9-9.12

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
Fund: 001 GENERAL FUND							
Dept: 145.000 Recreation prograr							
001-145.000-720.331 Adult Act. Co							
	BLUM/SARA//	REC05-04	UMPIRE - 3 GAMES @ \$22EA	0	09/12/2019	09/16/2019	66.00
	COLWELL/QUENTIN//	REC19-24	UMPIRE - 3 GAMES @ \$22EA	0	09/12/2019	09/16/2019	66.00
	NELSON/BRENT//	REC09-14	UMPIRE - 3 GAMES @ \$24EA	0	09/12/2019	09/16/2019	72.00
	TATE/JAMES//	REC13-10	UMPIRE - 6 GAMES @ \$22EA	0	09/12/2019	09/16/2019	132.00
							336.00
Total Dept. Recreation programming:							336.00
tal Fund GENERAL FUND:							336.00
Grand Total:							336.00

INVOICE APPROVAL LIST BY FUND REPORT

9/26/19 FYE PREPAIDS & UMPIRES

Date: 09/27/2019

Time: 3:58 pm

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City of Hastings

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
Fund: 001 GENERAL FUND							
Dept: 010.000 City administrator's office							
001-010.000-726.200	Telephone						
	WINDSTREAM COMMUNICATIONS	ACT: 090212392	CITY PHONES 9.4 - 10.3	0	09/06/2019	09/26/2019	52.36
	WINDSTREAM COMMUNICATIONS	ACT: 090212392	CITY PHONES 9.4 - 10.3	0	09/06/2019	09/26/2019	8.30
	WINDSTREAM COMMUNICATIONS	ACT: 090212392	CITY PHONES 9.4 - 10.3	0	09/06/2019	09/26/2019	14.44
	WINDSTREAM COMMUNICATIONS	ACT: 090212392	CITY PHONES 9.4 - 10.3	0	09/06/2019	09/26/2019	0.58
	WINDSTREAM COMMUNICATIONS	ACT: 090212392	CITY PHONES 9.4 - 10.3	0	09/06/2019	09/26/2019	7.94
							83.62
001-010.000-729.150	Other Operating						
	HOMETOWN LEASING	LEASE #: 22795125 SEP	EQUIP LEASE PMT - SEPTEMBER	0	09/13/2019	09/26/2019	397.38
							397.38
001-010.000-731.700	Wearing Apparel						
	BUDNICK/JULIE//	10291	COMPANY SHIRTS - R. GINN	0	09/09/2019	09/26/2019	58.49
							58.49
Total Dept. City administrator's office:							539.49
Dept: 020.000 Human Resources							
001-020.000-726.200	Telephone						
	WINDSTREAM COMMUNICATIONS	ACT: 090212392	CITY PHONES 9.4 - 10.3	0	09/06/2019	09/26/2019	0.91
							0.91
Total Dept. Human Resources:							0.91
Dept: 030.000 City attorney							
001-030.000-726.200	Telephone						
	WINDSTREAM COMMUNICATIONS	ACT: 090212392	CITY PHONES 9.4 - 10.3	0	09/06/2019	09/26/2019	1.04
							1.04
Total Dept. City attorney:							1.04
Dept: 080.000 Development Services							
001-080.000-720.300	Professional						
	MARY LANNING HEALTHCARE	SCHULKOPF	DRUG SCREEN- EV SERV-TER	0	08/01/2019	09/26/2019	45.00
							45.00
001-080.000-720.350	Training & Conferences						
	MOONEY/BILL//	DOUBLE TREE	LODGING - CONFERENCE	0	08/15/2019	09/26/2019	380.16
	MOONEY/BILL//	COUNTRY INN	LODGING - EXTRA DAY-CAR R	0	09/19/2019	09/26/2019	92.73
	MOONEY/BILL//	TUCSONS	CONFERENCE - FOOD	0	09/18/2019	09/26/2019	38.59
	MOONEY/BILL//	FREDDY'S	CONFERENCE - FOOD	0	09/18/2019	09/26/2019	8.37
	MOONEY/BILL//	TEXAS ROAD HOUSE	CONFERENCE - FOOD	0	09/16/2019	09/26/2019	26.33
	MOONEY/BILL//	MCDONALDS	CONFERENCE - FOOD	0	09/15/2019	09/26/2019	8.02
	MOONEY/BILL//	CIRCLE K	CONFERENCE - GAS	0	09/18/2019	09/26/2019	17.00
	US BANK CORPORATE PAYMENT	INT CODE COUNCIL	WEBINAR: CONSTRUCTION D	0	09/16/2019	09/26/2019	49.00
							620.20
001-080.000-724.050	Printing						
	US BANK CORPORATE PAYMENT	BIG DADDY SIGNS	POSTING SIGNS	0	09/13/2019	09/26/2019	562.45
							562.45
001-080.000-726.200	Telephone						
	VERIZON WIRELESS	9837509573	CITY CELL PHONES/IPADS	0	09/06/2019	09/26/2019	197.22
	WINDSTREAM COMMUNICATIONS	ACT: 090212392	CITY PHONES 9.4 - 10.3	0	09/06/2019	09/26/2019	8.63
							205.85
001-080.000-727.600	R & M Office						
	HOMETOWN LEASING	LEASE #: 22795125 SEP	EQUIP LEASE PMT - SEPTEMBER	0	09/13/2019	09/26/2019	372.94
							372.94
001-080.000-727.800	R & M Vehicle						

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City of Hastings

[illegible]

INVOICE APPROVAL LIST BY FUND REPORT

9/26/19 FYE PREPAIDS & UMPIRES

Date: 09/27/2019

Time: 3:58 pm

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City of Hastings

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
Total Dept. Recreation programming:							747.12
Dept: 150.000 Library							
001-150.000-726.200	Telephone						
	VERIZON WIRELESS	9837902172	CELL SERVICE 8/11 - 9/10	0	09/10/2019	09/26/2019	111.83
	WINDSTREAM COMMUNICA	ACT: 090212392	CITY PHONES 9.4 - 10.3	0	09/06/2019	09/26/2019	64.78
							176.61
Total Dept. Library:							176.61
Dept: 220.000 911 center							
001-220.000-720.300	Professional						
	HASTINGS TRIBUNE	300073606	AD FOR 911 DISPATCHER	0	08/27/2019	09/26/2019	174.45
							174.45
001-220.000-726.200	Telephone						
	STATE OF NE - DAS STATE	1186036	STATE TELECOM	0	09/23/2019	09/26/2019	704.00
	WINDSTREAM COMMUNICA	ACT: 090219386	PARKS/REC ALARM 9.4 - 10.3	0	09/06/2019	09/26/2019	98.50
	WINDSTREAM COMMUNICA	ACT: 090223888	LIBRARY ALARM 9.4 - 10.3	0	09/06/2019	09/26/2019	16.83
	WINDSTREAM COMMUNICA	ACT: 090223889	MUSEUM ALARM 9.4 - 10.3	0	09/06/2019	09/26/2019	16.83
	WINDSTREAM COMMUNICA	ACT: 090223890	ENG ALARM 9.4 - 10.3	0	09/06/2019	09/26/2019	16.83
	WINDSTREAM COMMUNICA	ACT: 090229723	LPS ALARM 9.4 - 10.3	0	09/06/2019	09/26/2019	119.74
	WINDSTREAM COMMUNICA	ACT: 090212392	CITY PHONES 9.4 - 10.3	0	09/06/2019	09/26/2019	0.70
	WINDSTREAM COMMUNICA	ACT: 090212392	CITY PHONES 9.4 - 10.3	0	09/06/2019	09/26/2019	4,560.88
							5,534.31
001-220.000-727.400	R & M Comr						
	C D W GOVERNMENT, INC.	TRP3374	2 APC SMART-UPS	0	08/29/2019	09/26/2019	2,812.24
							2,812.24
001-220.000-730.050	Office Suppli						
	QUILL CORPORATION	1151582	PRINTER INK	0	09/12/2019	09/26/2019	235.00
							235.00
Total Dept. 911 center:							8,756.00
Dept: 230.000 Hastings Fire & Re							
001-230.000-720.300	Professional						
	FIRE DEPT. - PETTY CASH	SEPT 2019	PETTY CASH REIMBURSEMEN	0	09/25/2019	09/26/2019	15.00
	HASTINGS PHYSICAL THER	4085	NEW HIRE TESTING	0	08/31/2019	09/26/2019	455.00
	MARY LANNING HEALTHCAF	HERMANN	DRUG SCREEN - FIRE -J. HERI	0	08/01/2019	09/26/2019	45.00
	NE STATE PATROL	NEW FIREFIGHTERS	FINGERPRINTS - NEW EE'S (FI	0	09/25/2019	09/26/2019	271.50
							786.50
001-230.000-721.050	Postage						
	FIRE DEPT. - PETTY CASH	SEPT 2019	PETTY CASH REIMBURSEMEN	0	09/25/2019	09/26/2019	40.89
							40.89
001-230.000-724.050	Printing						
	US BANK CORPORATE PAYM	OFFICE MAX	9-11 CEREMONY HANDOUTS	0	09/10/2019	09/26/2019	22.84
							22.84
001-230.000-726.200	Telephone						
	VERIZON WIRELESS	9837509573	CITY CELL PHONES/IPADS	0	09/06/2019	09/26/2019	560.14
	VERIZON WIRELESS	9837509573	CITY CELL PHONES/IPADS	0	09/06/2019	09/26/2019	403.67
	WINDSTREAM COMMUNICA	ACT: 090212392	CITY PHONES 9.4 - 10.3	0	09/06/2019	09/26/2019	8.24
							972.05
001-230.000-727.600	R & M Office						
	US BANK CORPORATE PAYM	AMAZON	LABELERS & TAPE	0	09/09/2019	09/26/2019	129.88
							129.88
001-230.000-727.800	R & M Vehicl						
	FIRE DEPT. - PETTY CASH	SEPT 2019	PETTY CASH REIMBURSEMEN	0	09/25/2019	09/26/2019	4.49

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							4.49
001-230.000-729.050	Dues & Subs						
	US BANK CORPORATE PAYM	ISFSI	MEMBERSHIP - B. STARLING	0	07/25/2019	09/26/2019	125.00
							125.00
001-230.000-730.100	Books & Map						
	US BANK CORPORATE PAYM	AMAZON	LABELERS & TAPE	0	09/09/2019	09/26/2019	211.89
							211.89
001-230.000-731.250	Fuel & Oil						
	US BANK CORPORATE PAYM	CASEY'S	FUEL FOR CHAIN SAW	0	09/07/2019	09/26/2019	2.96
							2.96
001-230.000-737.200	Building Maint						
	FIRE DEPT. - PETTY CASH	SEPT 2019	PETTY CASH REIMBURSEMENT	0	09/25/2019	09/26/2019	21.94
							21.94
001-230.000-743.700	Tools & Misc						
	US BANK CORPORATE PAYM	SUPPLYCACHE	BRUSH 2 - EQUIPMENT	0	09/05/2019	09/26/2019	2,087.16
	VERIZON WIRELESS	9837509573	CITY CELL PHONES/IPADS	0	09/06/2019	09/26/2019	-29.99
							2,057.17
Total Dept. Hastings Fire & Rescue:							4,375.61
Dept: 230.300 Ambulance Service							
001-230.300-720.350	Training & Co						
	US BANK CORPORATE PAYM	NSCA	PROF MEMBERSHIP & TSAC	0	09/05/2019	09/26/2019	296.10
	US BANK CORPORATE PAYM	NREMT	PARAMEDIC TESTING - HOENI	0	09/09/2019	09/26/2019	125.00
							421.10
001-230.300-726.200	Telephone						
	VERIZON WIRELESS	9837509573	CITY CELL PHONES/IPADS	0	09/06/2019	09/26/2019	240.06
	VERIZON WIRELESS	9837509573	CITY CELL PHONES/IPADS	0	09/06/2019	09/26/2019	184.32
							424.38
001-230.300-731.250	Fuel & Oil						
	FIRE DEPT. - PETTY CASH	SEPT 2019	PETTY CASH REIMBURSEMENT	0	09/25/2019	09/26/2019	16.25
							16.25
Total Dept. Ambulance Service:							861.73
Dept: 240.000 Police							
001-240.000-720.300	Professional						
	ANIMAL CLINIC	737106	TRANQUILIZER	0	08/01/2019	09/26/2019	44.10
	CHARTER COMMUNICATION	0035568090319	CABLE SERVICE - HPD	0	09/03/2019	09/26/2019	79.54
	DELL MARKETING L.P.	10339578829	3 DELL LATITUDE COMPUTE	0	09/10/2019	09/26/2019	3,040.52
	DIGITAL ALLY INC	1109182	FIRSTVU HD DVR	0	09/05/2019	09/26/2019	245.00
	DIGITAL ALLY INC	1109198	FVHD CHEST CAM	0	09/06/2019	09/26/2019	145.00
	DIGITAL ALLY INC	1109363	VULINK ASSEMBLY	0	09/17/2019	09/26/2019	215.00
	GRACE'S LOCKSMITH SERV	61782	3 PADLOCKS / 30 KEYS	0	09/09/2019	09/26/2019	121.50
	HASTINGS PHYSICAL THER	4085	NEW HIRE TESTING	0	08/31/2019	09/26/2019	90.00
	JACK'S UNIFORMS & EQUIP	83809A	1 PROTECH ENTRY 1	0	09/10/2019	09/26/2019	2,850.00
	MARY LANNING HEALTHCAF	HAASE	DRUG SCREEN - POLICE - J.H.	0	08/01/2019	09/26/2019	45.00
	NE PUBLIC HEALTH ENVIRO	517346	4 BAC TESTS	0	09/17/2019	09/26/2019	420.00
	US BANK CORPORATE PAYM	AMAZON	40 PELTOR SPORT HEARING F	0	08/29/2019	09/26/2019	2,877.20
	US BANK CORPORATE PAYM	AMAZON	4 SETS BINOCULARS/1 DESK	0	09/04/2019	09/26/2019	1,701.58
	US BANK CORPORATE PAYM	BROWNWELLS	20 FRONT SIGHTS /38 RAIL CC	0	09/16/2019	09/26/2019	1,200.00
	US BANK CORPORATE PAYM	BROWNWELLS	GUN PARTS	0	09/16/2019	09/26/2019	4,005.07
							17,079.51
001-240.000-720.350	Training & Co						
	CENTRAL COMMUNITY COLI	1708011	3 NEW TRAINING	0	09/04/2019	09/26/2019	84.00
	CENTRAL COMMUNITY COLI	1708010	3 NEW TRAINING	0	09/04/2019	09/26/2019	45.00

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	CONSOLIDATED MANAGEM	217036	23 MEALS - 9.5.19 - 9.11.19	0	09/11/2019	09/26/2019	165.42
	CONSOLIDATED MANAGEM	217078	40 MEALS - 9.12.19 - 9.18.19	0	09/18/2019	09/26/2019	275.10
	DOUGLAS COUNTY CHAPLA		GOFF/MONTGOMERY TRAINING FOR 2 CHAPLAINS	0	09/16/2019	09/26/2019	80.00
	NE LAW ENFORCEMENT TR	8530	GAGE INSTRUCTOR CERT CO	0	09/08/2019	09/26/2019	120.00
	US BANK CORPORATE PAYM		BUFFALO WILD WINGS 2 MEALS - TOPEKA, KS	0	09/13/2019	09/26/2019	25.08
	US BANK CORPORATE PAYM		CAPITOL PLAZA HOTEL LODGING - TOPEKA, KS	0	09/13/2019	09/26/2019	551.70
	US BANK CORPORATE PAYM		CAPITOL PLAZA HOTEL LODGING - TOPEKA, KS	0	09/13/2019	09/26/2019	551.70
	US BANK CORPORATE PAYM		OLIVE GARDEN 2 MEALS - TOPEKA, KS	0	09/12/2019	09/26/2019	60.33
	US BANK CORPORATE PAYM		MCALISTERS 2 MEALS - TOPEKA, KS	0	09/12/2019	09/26/2019	22.98
	US BANK CORPORATE PAYM		GLOBE INDIAN CUISINE 2 MEALS - TOPEKA, KS	0	09/11/2019	09/26/2019	31.26
	US BANK CORPORATE PAYM		I 70 BP FUEL - TOPEKA, KS	0	09/12/2019	09/26/2019	34.85
	US BANK CORPORATE PAYM		HERMANS MEAT 2 MEALS - TOPEKA, KS	0	09/11/2019	09/26/2019	47.85
	US BANK CORPORATE PAYM		TEXAS ROADHOUSE 2 MEALS - TOPEKA, KS	0	09/09/2019	09/26/2019	58.70
	US BANK CORPORATE PAYM		HUHOT MONGOLIAN 2 MEALS - TOPEKA, KS	0	09/10/2019	09/26/2019	36.90
	US BANK CORPORATE PAYM		COLLEGE HILL PIZZA 2 MEALS - TOPEKA, KS	0	09/08/2019	09/26/2019	32.29
	US BANK CORPORATE PAYM		QDOBA MEXICAN GRILL 2 MEALS - TOPEKA, KS	0	09/09/2019	09/26/2019	21.99
	US BANK CORPORATE PAYM		SUBWAY MEAL	0	09/04/2019	09/26/2019	6.30
	US BANK CORPORATE PAYM		OLD CHICAGO MEAL	0	09/04/2019	09/26/2019	13.09
	US BANK CORPORATE PAYM		PARK N GO PARKING	0	09/04/2019	09/26/2019	11.25
	US BANK CORPORATE PAYM		EMBASSY SUITES LODGING - LINCOLN, NE	0	09/04/2019	09/26/2019	178.22
	US BANK CORPORATE PAYM		STREET CRIMES TRAINING FOR 1 OFFICER	0	09/10/2019	09/26/2019	399.00
	US BANK CORPORATE PAYM		PUBLIC AG TRAINING 3 OFFICERS - SEARCH WARRANT	0	09/10/2019	09/26/2019	975.00
	US BANK CORPORATE PAYM		TOWNPLACE SUITES LODGING - LAWRENCE, KS	0	09/20/2019	09/26/2019	540.80
	US BANK CORPORATE PAYM		ONE STOP FUEL - BEATRICE, NE	0	09/20/2019	09/26/2019	16.39
	US BANK CORPORATE PAYM		BOOMERS FOOD - HOLTON, KS	0	09/20/2019	09/26/2019	18.00
	US BANK CORPORATE PAYM		INDIA PLACE FOOD - LAWRENCE, KS	0	09/18/2019	09/26/2019	16.12
	US BANK CORPORATE PAYM		THE BURGER STAND FOOD - LAWRENCE, KS	0	09/19/2019	09/26/2019	18.03
	US BANK CORPORATE PAYM		SUSHI KO FOOD - LAWRENCE, KS	0	09/18/2019	09/26/2019	34.73
	US BANK CORPORATE PAYM		TERREBONNE PO BOY FOOD - LAWRENCE, KS	0	09/17/2019	09/26/2019	16.34
	US BANK CORPORATE PAYM		REYDS & IVY BREWING CO FOOD - LAWRENCE, KS	0	09/16/2019	09/26/2019	24.31
	US BANK CORPORATE PAYM		THE BURGER STAND FOOD - LAWRENCE, KS	0	09/16/2019	09/26/2019	18.03
	US BANK CORPORATE PAYM		24/7 TRAVEL STORE FUEL - MAPLE HILL, KS	0	09/15/2019	09/26/2019	16.55
	US BANK CORPORATE PAYM		RESIDENCE INN CREDIT - RESERVATION CANCEL	0	09/21/2019	09/26/2019	-860.85
	US BANK CORPORATE PAYM		RESIDENCE INN LODGING - DENVER HIGHLAND	0	09/19/2019	09/26/2019	860.85
	US BANK CORPORATE PAYM		NASRO TRAINING	0	09/18/2019	09/26/2019	495.00
	US BANK CORPORATE PAYM		EMBASSY SUITES LODGING - LAVISTA, NE	0	09/18/2019	09/26/2019	290.60
	US BANK CORPORATE PAYM		CULVERS 2 MEALS - OMAHA, NE	0	09/18/2019	09/26/2019	30.56
	US BANK CORPORATE PAYM		CHICK FILA 2 MEALS - OMAHA, NE	0	09/17/2019	09/26/2019	17.59
	US BANK CORPORATE PAYM		LONG HORN 2 MEALS - OMAHA, NE	0	09/17/2019	09/26/2019	64.00
	US BANK CORPORATE PAYM		INTOXIMETERS TRAINING - NOVEMBER	0	09/10/2019	09/26/2019	750.00
							6,195.06
001-240.000-723.050	Advertising						
	US BANK CORPORATE PAYM		FACEBOOK EMPLOYMENT AD FOR POLICE OFFICER	0	09/14/2019	09/26/2019	25.00
	US BANK CORPORATE PAYM		FACEBOOK EMPLOYMENT AD FOR POLICE OFFICER	0	09/15/2019	09/26/2019	25.00
	US BANK CORPORATE PAYM		FACEBOOK EMPLOYMENT AD FOR POLICE OFFICER	0	09/16/2019	09/26/2019	25.00
	US BANK CORPORATE PAYM		FACEBOOK EMPLOYMENT AD - POLICE OFFICER	0	09/17/2019	09/26/2019	35.00
	US BANK CORPORATE PAYM		FACEBOOK EMPLOYMENT AD - POLICE OFFICER	0	09/20/2019	09/26/2019	50.00
							160.00
001-240.000-726.200	Telephone						
	VERIZON WIRELESS	982968270-0001	MIFI HOTSPOTS / MONTHLY COST	0	09/10/2019	09/26/2019	645.72
	WINDSTREAM COMMUNICATIONS	ACT: 090212392	CITY PHONES 9.4 - 10.3	0	09/06/2019	09/26/2019	59.07
							704.79
001-240.000-727.200	R & M Building						
	DUTTON-LAINSON CO.	H118483	COUNTERTOP	0	09/20/2019	09/26/2019	332.00
	ELECTRONIC SYSTEMS, INC	30174	SERVICE CALL - SMOKE/HEAT	0	09/14/2019	09/26/2019	250.00
	ELECTRONIC SYSTEMS, INC	30324	FIRE ALARM INSPECTION - 2 E	0	09/19/2019	09/26/2019	139.00
	HAASE/JASON//	832	REMODEL TASK FORCE / GYM	0	09/07/2019	09/26/2019	7,450.00
	IDEAL ELECTRIC, INC.	10800	RETRO FIT LIGHT FIXTURES -	0	09/13/2019	09/26/2019	2,303.00
	IDEAL ELECTRIC, INC.	10767	MOVE RECEIPTAL	0	09/05/2019	09/26/2019	190.71
	K&G PLUMBING AND HEATING	19-1371	R&R LEAKING COPPER PIPE	0	08/28/2019	09/26/2019	368.95

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	KUCERA PAINTING	6304	PAINTING LABOR / MATERIALE	0	09/09/2019	09/26/2019	1,200.00
	MENARDS - HASTINGS	86233	REFRIGERATOR	0	09/24/2019	09/26/2019	1,079.00
	RUTT'S HEATING & AC	3655-5856	VAV CARTRIDGES STICKING	0	09/18/2019	09/26/2019	250.00
	US BANK CORPORATE PAYM	AM FLAGS EXP	FLAG POLES (PARTIAL BILLIN	0	08/29/2019	09/26/2019	342.00
	US BANK CORPORATE PAYM	AMAZON	WHITE BOARD	0	09/05/2019	09/26/2019	324.99
	US BANK CORPORATE PAYM	WAYFAIR	BOOKCASE	0	09/05/2019	09/26/2019	151.18
	US BANK CORPORATE PAYM	AMAZON	TV & MOUNTING BRACKET	0	09/04/2019	09/26/2019	339.98
	US BANK CORPORATE PAYM	AMAZON	15 RIFLE CABINETS	0	09/10/2019	09/26/2019	1,166.40
	US BANK CORPORATE PAYM	AMAZON	BATTERIES / URINAL DEO	0	09/16/2019	09/26/2019	37.96
							15,925.17
001-240.000-727.400	R & M Comr						
	VERIZON WIRELESS	982968270-0001	MIFI HOTSPOTS / MONTHLY C	0	09/10/2019	09/26/2019	800.26
							800.26
001-240.000-727.600	R & M Office						
	EAKES OFFICE SOLUTIONS	7862307-0	16 OFFICE CHAIRS	0	09/16/2019	09/26/2019	3,265.20
	US BANK CORPORATE PAYM	AMAZON	FILE CABINET	0	09/13/2019	09/26/2019	116.00
							3,381.20
001-240.000-727.700	R & M Tools						
	US BANK CORPORATE PAYM	AMAZON	BATTERIES / URINAL DEO	0	09/16/2019	09/26/2019	152.56
							152.56
001-240.000-727.800	R & M Vehicl						
	FILL-N-CHILL	014482	AUGUST CARWASHES - STOR	0	08/31/2019	09/26/2019	120.00
	FILL-N-CHILL	014483	JULY/AUG CARWASHES - STO	0	08/31/2019	09/26/2019	138.00
	FILL-N-CHILL	014632	AUGUST CARWASHES - STOR	0	08/31/2019	09/26/2019	114.00
	LAKESIDE AUTO BODY	11593	R&R FRONT BUMPER/HEADLI	0	09/11/2019	09/26/2019	609.00
	QUICK LANE TIRE & AUTO C	84047	MOUNT & BAL 2 TIRES / CHNG	0	09/18/2019	09/26/2019	531.95
							1,512.95
001-240.000-730.050	Office Suppli						
	US BANK CORPORATE PAYM	CLEAN IT SUPPLY	7 FILE DRAWER CABINETS	0	09/26/2019	09/26/2019	604.88
							604.88
001-240.000-731.650	Uniform Allov						
	US BANK CORPORATE PAYM	PAY PAL	511 TACTICAL PANTS	0	09/10/2019	09/26/2019	74.99
	US BANK CORPORATE PAYM	AMAZON	4 RAIN JACKETS	0	09/04/2019	09/26/2019	312.00
	US BANK CORPORATE PAYM	GALLS	BOOTS	0	08/29/2019	09/26/2019	592.13
	US BANK CORPORATE PAYM	PAY PAL 5.11	2 PR UNIFORM PANTS	0	09/24/2019	09/26/2019	129.98
	US BANK CORPORATE PAYM	AMAZON	2 MINI TACO	0	09/18/2019	09/26/2019	46.00
							1,155.10
001-240.000-731.700	Wearing App						
	MC CORD/DELMAR M.//	599690	CORPORAL BADGE	0	07/29/2019	09/26/2019	92.50
	US BANK CORPORATE PAYM	AMAZON	CORNERSTONE TALL POLO	0	09/17/2019	09/26/2019	27.13
	US BANK CORPORATE PAYM	AMAZON	3 POLOS	0	09/17/2019	09/26/2019	63.27
							182.90
001-240.000-738.055	Field Equipm						
	DIGITAL ALLY INC	1109095	FVHD FS CHEST CAMERA	0	08/29/2019	09/26/2019	145.00
	EAKES OFFICE SOLUTIONS	7862555-1	PAPER ROLL DISPENSER	0	09/11/2019	09/26/2019	63.69
	PEAVEY COMPANY/LYNN//	362195	50 BLOOD KITS	0	09/18/2019	09/26/2019	267.50
	US BANK CORPORATE PAYM	N AM RESCUE	COMBAT TOURNIQUETS	0	09/03/2019	09/26/2019	599.80
	US BANK CORPORATE PAYM	AMAZON	4 SANDISK MEMORY CARDS	0	09/09/2019	09/26/2019	49.96
	US BANK CORPORATE PAYM	AMAZON	CREDIT - TOURNIQUETS	0	09/06/2019	09/26/2019	-149.90
	US BANK CORPORATE PAYM	ALS	TACTICAL ARMAMENTS	0	09/11/2019	09/26/2019	227.50
	US BANK CORPORATE PAYM	GT DISTRIBUTORS	16 GLOCK MAGAZINES	0	09/05/2019	09/26/2019	360.83
	US BANK CORPORATE PAYM	ATLANCO INC	TRUESPEC TACTICAL CLOTHII	0	09/24/2019	09/26/2019	1,042.30
	US BANK CORPORATE PAYM	PAY PAL - GALLS	4 LATENT PRINT KITS	0	09/11/2019	09/26/2019	314.58
	US BANK CORPORATE PAYM	TRACTOR SUPPLY	TARP	0	09/19/2019	09/26/2019	32.09
	WINDHAM WEAPONRY	116423	8 RIFLES	0	08/28/2019	09/26/2019	6,480.00

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							9,433.35
001-240.000-743.800	Vehicles						
	JACKSON'S CAR CORNER, II	8802	2016 HONDA CR-V	0	09/06/2019	09/26/2019	18,900.00
							18,900.00
Total Dept. Police:							76,187.73
Dept: 330.200 Storm Water Management							
001-330.200-720.350	Training & Conferences						
	US BANK CORPORATE PAYMENT	NRD	NRD ANNUAL CONF - KEARNEY	0	09/20/2019	09/26/2019	250.00
							250.00
001-330.200-721.050	Postage						
	US BANK CORPORATE PAYMENT	UPS	SHIPPING CHRGS FOR WALTE	0	09/16/2019	09/26/2019	61.72
							61.72
001-330.200-721.100	Shipping						
	US BANK CORPORATE PAYMENT	UPS	STORMWATER SHIPPING	0	09/21/2019	09/26/2019	14.25
							14.25
001-330.200-723.050	Advertising						
	4IMPRINT INC	18666330	STORMWATER ADVERTISING	0	09/11/2019	09/26/2019	1,132.93
							1,132.93
001-330.200-724.050	Printing						
	4IMPRINT INC	18666330	STORMWATER ADVERTISING	0	09/11/2019	09/26/2019	2,546.67
							2,546.67
Total Dept. Storm Water Management:							4,005.57
Dept: 620.000 Airport							
001-620.000-726.200	Telephone						
	VERIZON WIRELESS	9837509573	CITY CELL PHONES/IPADS	0	09/06/2019	09/26/2019	43.58
	WINDSTREAM COMMUNICATIONS	ACT: 090937657	AIRPORT LAND LINE ONLY	0	09/10/2019	09/26/2019	57.68
							101.26
001-620.000-727.700	R & M Tools & Equipment						
	LANDMARK IMPLEMENT INC	10743848	JD MOWER - U JOINT/SAFETY	0	09/10/2019	09/26/2019	279.29
							279.29
001-620.000-737.705	Shop Supplies						
	ARAMARK UNIFORM SERVICES	1901588599	4X6 MATS/COVERALLS - TERM	0	09/16/2019	09/26/2019	27.55
							27.55
Total Dept. Airport:							408.10
Total Fund GENERAL FUND:							111,893.78
Fund: 090 I.T. FUND							
Dept: 000.000							
090-000.000-720.300	Professional Services						
	ENVISION IT	27527	PROFESSIONAL SERVICES	0	08/31/2019	09/26/2019	52.50
							52.50
090-000.000-720.350	Training & Conferences						
	US BANK CORPORATE PAYMENT	FIREHOUSE SUBS	J. FRERICHS CONFERENCE M	0	07/24/2019	09/26/2019	14.02
	US BANK CORPORATE PAYMENT	COUNTRY INN & SUITES	LODGING -J. FRERICHS CONF	0	07/25/2019	09/26/2019	181.65
							195.67
090-000.000-730.050	Office Supplies						
	US BANK CORPORATE PAYMENT	WALMART	EXTERNAL HARD DRIVE	0	08/01/2019	09/26/2019	170.13
							170.13
090-000.000-737.215	Computer Software						

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	AP TECHNOLOGY LLC	IN022803	EZSIGNER DIRECT UPGRADE	0	09/26/2019	09/26/2019	595.00
	C D W GOVERNMENT, INC.	TSB8465	ADOBE PRO FOR PD	0	08/30/2019	09/26/2019	359.47
	US BANK CORPORATE PAYM	GOOGLE	GSUITE - MAYOR - JULY	0	07/31/2019	09/26/2019	36.76
	US BANK CORPORATE PAYM	AMAZON	CLOUD HOSTING FOR RMM	0	08/03/2019	09/26/2019	29.35
	US BANK CORPORATE PAYM	MICROSOFT	MICROSOFT EXCHANGE ONLI	0	08/06/2019	09/26/2019	302.64
							1,323.22
090-000.000-737.216	Computer Sc						
	FLATWATER TECHNOLOGIE	3236	UTILITIES DATTO B/U - SEPT20	0	09/03/2019	09/26/2019	948.00
	US BANK CORPORATE PAYM	MICROSOFT	MICROSOFT EXCHANGE ONLI	0	08/06/2019	09/26/2019	989.27
							1,937.27
090-000.000-743.550	Computer Eq						
	DELL MARKETING L.P.	10339306298	I.T. - LAPTOPS	0	09/09/2019	09/26/2019	1,648.43
	DELL MARKETING L.P.	10341749277	DOCKING STATIONS (IT/PARKS	0	09/20/2019	09/26/2019	338.18
							1,986.61
090-000.000-743.551	Computer Eq						
	DELL MARKETING L.P.	10339306298	I.T. - LAPTOPS	0	09/09/2019	09/26/2019	1,648.43
	DELL MARKETING L.P.	10341749277	DOCKING STATIONS (IT/PARKS	0	09/20/2019	09/26/2019	170.00
	US BANK CORPORATE PAYM	AMAZON	DELL SOUND BAR	0	08/01/2019	09/26/2019	41.99
	US BANK CORPORATE PAYM	AMAZON	SURFACE DOCKS / MOUSE	0	08/01/2019	09/26/2019	350.63
	US BANK CORPORATE PAYM	AMAZON	DELL SOUND BAR, KEYBOAR	0	08/06/2019	09/26/2019	272.94
	US BANK CORPORATE PAYM	AMAZON	WIFI POD / RASP PI	0	08/06/2019	09/26/2019	219.98
	US BANK CORPORATE PAYM	AMAZON	DELL VIDEO CARD	0	08/14/2019	09/26/2019	43.75
	US BANK CORPORATE PAYM	AMAZON	CABLES/KEYBOARDS/SSD HD	0	08/14/2019	09/26/2019	500.92
	US BANK CORPORATE PAYM	AMAZON	POWER INVERTER FOR LAPTO	0	08/22/2019	09/26/2019	25.49
							3,274.13
						Total Dept. 000000:	8,939.53
						Total Fund I.T. FUND:	8,939.53
Fund: 111 1999 BUSINESS IMPRC							
Dept: 000.000							
111-000.000-721.050	Postage						
	HASTINGS AREA CHAMBER	2299	AUG COPIES / POSTAGE / PHC	0	09/15/2019	09/26/2019	51.69
							51.69
111-000.000-724.050	Printing						
	HASTINGS AREA CHAMBER	2299	AUG COPIES / POSTAGE / PHC	0	09/15/2019	09/26/2019	50.38
							50.38
111-000.000-726.200	Telephone						
	HASTINGS AREA CHAMBER	2299	AUG COPIES / POSTAGE / PHC	0	09/15/2019	09/26/2019	67.00
							67.00
						Total Dept. 000000:	169.07
						ESS IMPROVEMENT DIST:	169.07
Fund: 158 WIRELESS E911 FUND							
Dept: 220.000 911 center							
158-220.000-743.400	Communicati						
	WINDSTREAM COMMUNICA	ACT: 090013968	911 WIRELESS75%/LANDLINE	0	09/04/2019	09/26/2019	985.42
	WINDSTREAM COMMUNICA	ACT: 090239051	911 WIRELESS 75%/LANDLINE	0	09/06/2019	09/26/2019	83.99
	WINDSTREAM COMMUNICA	ACT: 090229721	911 WIRELESS 75%/LANDLINE	0	09/06/2019	09/26/2019	87.74
	WINDSTREAM COMMUNICA	ACT: 090229718	911 WIRELESS 75%/LANDLINE	0	09/06/2019	09/26/2019	120.36
							1,277.51
						Total Dept. 911 center:	1,277.51

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nd WIRELESS E911 FUND:							1,277.51
Fund: 159 LANDLINE E911 FUND							
Dept: 220.000 911 center							
159-220.000-743.400	Communicati						
	WINDSTREAM COMMUNICA	ACT: 090013968	911 WIRELESS75%/LANDLINE	0	09/04/2019	09/26/2019	328.47
	WINDSTREAM COMMUNICA	ACT: 090239051	911 WIRELESS 75%/LANDLINE	0	09/06/2019	09/26/2019	27.99
	WINDSTREAM COMMUNICA	ACT: 090229721	911 WIRELESS 75%/LANDLINE	0	09/06/2019	09/26/2019	29.24
	WINDSTREAM COMMUNICA	ACT: 090229718	911 WIRELESS 75%/LANDLINE	0	09/06/2019	09/26/2019	40.12
							425.82
Total Dept. 911 center:							425.82
nd LANDLINE E911 FUND:							425.82
Fund: 170 MUSEUM FUND							
Dept: 170.100 Museum administr							
170-170.100-726.100	Natural Gas						
	WINDSTREAM COMMUNICA	ACT: 090212392	CITY PHONES 9.4 - 10.3	0	09/06/2019	09/26/2019	108.68
							108.68
170-170.100-727.600	R & M Office						
	MAILFINANCE	N7905288	MAIL METER LEASE - MUSEUM	0	09/09/2019	09/26/2019	1,140.00
							1,140.00
170-170.100-729.150	Other Operat						
	MARY LANNING HEALTHCAF	NOYD	DRUG SCREEN - MUSEUM - J.	0	08/23/2019	09/26/2019	45.00
							45.00
Total Dept. Museum administration:							1,293.68
otal Fund MUSEUM FUND:							1,293.68
Fund: 180 STREET FUND							
Dept: 000.000							
180-000.000-720.300	Professional						
	OLSSON	337764	HASTINGS 1ST ST & COLORAI	0	09/16/2019	09/26/2019	694.13
							694.13
180-000.000-724.050	Printing						
	HOMETOWN LEASING	LEASE #: 22795125 SEP	EQUIP LEASE PMT - SEPTEME	0	09/13/2019	09/26/2019	119.60
	HOMETOWN LEASING	LEASE #: 22795125 SEP	EQUIP LEASE PMT - SEPTEME	0	09/13/2019	09/26/2019	433.12
							552.72
180-000.000-726.200	Telephone						
	VERIZON WIRELESS	9837509573	CITY CELL PHONES/IPADS	0	09/06/2019	09/26/2019	387.50
	VERIZON WIRELESS	9837509573	CITY CELL PHONES/IPADS	0	09/06/2019	09/26/2019	112.89
	WINDSTREAM COMMUNICA	ACT: 090212392	CITY PHONES 9.4 - 10.3	0	09/06/2019	09/26/2019	8.52
	WINDSTREAM COMMUNICA	ACT: 090212392	CITY PHONES 9.4 - 10.3	0	09/06/2019	09/26/2019	1.95
							510.86
180-000.000-743.500	Heavy Machi						
	L C L TRUCK EQUIPMENT, IN	153521	DUMP BODY & COMPRESSOR	0	09/26/2019	09/26/2019	24,272.00
	SID DILLON CHEVROLET BU	DUMP TRUCK	2019 FORD F550 - WHITE	0	09/26/2019	09/26/2019	43,033.00
							67,305.00
180-000.000-743.700	Tools & Misc						
	TRANSIT WORKS	50029	GPS ROVER & UPGRADE TABI	0	09/17/2019	09/26/2019	85,693.85
							85,693.85
Total Dept. 000000:							154,756.56

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Total Fund STREET FUND:							154,756.56
Fund: 187 DIVERSION PROGRAM							
Dept: 000.000							
187-000.000-727.205	Demolition						
	DON SVOBODA PLUMBING L	11658	CAP WATER AT MAIN	0	09/18/2019	09/26/2019	300.00
							300.00
Total Dept. 000000:							300.00
id DIVERSION PROGRAM:							300.00
Fund: 366 BAN/STREET CONSTR							
Dept: 000.000							
366-000.000-742.528	2018-1 Lake						
	ENGEL CONSTRUCTION/BEI	JOB #2019500021	CUT STORM DRAIN BOXES DC	0	09/18/2019	09/26/2019	1,110.00
							1,110.00
Total Dept. 000000:							1,110.00
ST CONSTRUCTION FUND:							1,110.00
Fund: 610 LANDFILL FUND							
Dept: 000.000							
610-000.000-720.300	Professional						
	KRAMER'S AUTO PARTS & IF	1419	DRAIN FREON 1.81T APPLIANC	0	09/16/2019	09/26/2019	199.10
	RESOURCE MANAGEMENT C	5448	TIRE DISPOSAL 2.74 TONS	0	09/18/2019	09/26/2019	465.80
							664.90
610-000.000-724.050	Printing						
	BEYKE SIGNS, INC.	25348	DELIVERY SIGNAGE	0	08/31/2019	09/26/2019	96.00
							96.00
610-000.000-726.200	Telephone						
	VERIZON WIRELESS	9837509573	CITY CELL PHONES/IPADS	0	09/06/2019	09/26/2019	109.58
	WINDSTREAM COMMUNICA	ACT: 090231819	LAND & FAX - LANDFILL	0	09/06/2019	09/26/2019	193.80
	WINDSTREAM COMMUNICA	ACT: 090212392	CITY PHONES 9.4 - 10.3	0	09/06/2019	09/26/2019	1.57
							304.95
610-000.000-727.200	R & M Buildir						
	K&G PLUMBING AND HEATIN	19-1405	MAIN SHOP - REPLACE OUTSI	0	09/04/2019	09/26/2019	422.15
	K-T HEATING & AIR CONDITI	1859-52821	STORM DAMAGE REP-COMB A	0	09/04/2019	09/26/2019	75.00
							497.15
610-000.000-727.500	R & M Heavy						
	AUTO GLASS EXPERTS LLC	31540	#111 SIDE LOWER DOOR WINI	0	09/09/2019	09/26/2019	175.00
	AUTO GLASS EXPERTS LLC	31541	D7R WINDSHIELD REPLACED	0	09/09/2019	09/26/2019	175.00
	AUTO GLASS EXPERTS LLC	31542	#116 SIDE WINDSHIELD REPL	0	09/09/2019	09/26/2019	260.00
	HASTINGS OUTDOOR POWE	22879	LF HUSTLER Z - LEFT FRONT	0	09/18/2019	09/26/2019	42.99
	LANDMARK IMPLEMENT INC	10740172	COMPOST TURNER-FUEL INJE	0	09/03/2019	09/26/2019	2,276.48
	N A P A AUTO PARTS	895855	#114 SIGNAL LAMP	0	09/14/2019	09/26/2019	36.90
	NE MACHINERY CO.	INV339573	MORBARK - REPAIR EXHAUST	0	09/16/2019	09/26/2019	1,091.13
	NE MACHINERY CO.	CUI702291	#116 MIRROR STORM DAMAGI	0	09/16/2019	09/26/2019	71.26
	POWER SCREENING, LLC	PSO002451-1	TERMINATOR-2 FACE ROLLER	0	09/06/2019	09/26/2019	393.07
	VERIZON WIRELESS	9836711806	CREDIT - SERVICE DISCON'T #	0	08/23/2019	09/26/2019	-5.03
							4,516.80
610-000.000-731.250	Fuel & Oil						
	COOPERATIVE PRODUCERS	121248	30 GAL CENEX MAXTRON 5W3	0	09/13/2019	09/26/2019	329.70
	MID-NEBRASKA LUBRICANT	335292	1340.8 GAL UNLEADED - LF	0	09/10/2019	09/26/2019	308.35
	MID-NEBRASKA LUBRICANT	335367	80.2 GAL UNLEADED - LF	0	09/17/2019	09/26/2019	175.64

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	SAPP BROS PETROLEUM IN	22845112	1,000 GAL DIESEL - LF	0	09/09/2019	09/26/2019	1,990.00
	SAPP BROS PETROLEUM IN	2285994	750 GAL DIESEL - LF	0	09/17/2019	09/26/2019	1,492.50
							4,296.19
610-000.000-731.700	Wearing App						
	ARAMARK UNIFORM SERVIC	1901580941	MATS/COVERALLS - LF	0	09/09/2019	09/26/2019	31.03
	ARAMARK UNIFORM SERVIC	1901588598	MATS/COVERALLS - LF	0	09/16/2019	09/26/2019	31.03
							62.06
610-000.000-737.200	Building Mair						
	FASTENAL COMPANY	NEHAS156598	SCALE LADDER REPAIR	0	09/04/2019	09/26/2019	11.86
	N A P A AUTO PARTS	895853	SPRAY PAINT	0	09/14/2019	09/26/2019	13.02
							24.88
							Total Dept. 000000: 10,462.93
							tal Fund LANDFILL FUND: 10,462.93
							Grand Total: 290,628.88

Distribution Register by Check



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Check No	Supplier	Supplier Name	Invoice Number	Invoice Description	Invoice Amt	Charge Code	GL Amount
41715	17475	CREDIT MANAGEMENT	C 14 CI 19 1035 09	REMIT GARNISHMENT	236.83	1 62410	236.83
41716	24975	FEDEX	6-735-78061	DELIVERY SERVICE	96.47	1 35532	96.47
41717	32400	HASTINGS, CITY OF	092019	EMPLOYEE FLEX PLAN DEDUCTION	5,455.79	1 62401	5,455.79
41718	33225	HASTINGS TRIBUNE	00000177 073119	ADVERTISING	963.87	1 19300	226.90
						1 30342	46.65
						1 39300	201.35
						1 60159	42.97
						1 69210	4.25
						1 69300	197.70
						2 20474	91.83
						2 79305	152.22
					963.87		963.87
41719	35150	HOLLING PLUMBING	8654	SERVICE CALL	253.13	1 45030	253.13
			9258	SERVICE CALL	175.00	1 45030	175.00
			9553	SERVICE CALL	300.00	1 45030	300.00
					728.13		728.13
41720	45725	MONTE MALOUF JR. & ASSOC.	IN-33969	WIPES, CLEANER, BLEACH	418.50	1 61561	418.50
			IN-34025	PAPER TOWELS	393.23	1 61561	393.23
					811.73		811.73
41721	63875	RESCO	749551-00	PADMOUNT TRANSFORMERS	61,632.00	2 21561	61,632.00
			761221-00	SOLAR FARM METER	5,735.20	2 20698	1,500.00
					67,367.20	2 20698	4,235.20
							67,367.20
41722	70300	STATE DISBURSEMENT UNIT	CO1482539 092019	REMIT GARNISHMENT	248.00	1 62410	248.00
41723	77050	VERIZON WIRELESS	9837880782	MACHINE TO MACHINE SHARING	85.06	1 69180	57.54
					85.06	2 25700	27.52
							85.06
41724	13075	CHARTER COMMUNICATIONS	0354001091719	PHONE & INTERNET	1,248.98	1 69180	90.00
					1,248.98	1 69210	1,158.98
							1,248.98
41725	32375	HASTINGS, CITY OF	022819	COMPUTER EQUIPMENT	82.66	1 19190	7.22
						1 39190	7.22
						1 49190	7.22
						1 69190	32.98
						2 29190	7.22
						2 29195	20.80
			022819-1	COMPUTER SOFTWARE	6,921.30	1 19190	604.23
						1 39190	604.23
						1 49190	604.23
						1 69190	2,762.29
						2 29190	604.23
						2 29195	1,742.09
			053119	COMPUTER EQUIPMENT	7,936.55	1 19190	692.86
						1 39190	692.86
						1 49190	692.86
						1 69190	3,167.48
						2 29190	692.86
						2 29195	1,997.63
			053119-1	COMPUTER SOFTWARE	1,773.69	1 19190	154.84
						1 39190	154.84
						1 49190	154.84
						1 69190	707.89
						2 29190	154.84
						2 29195	446.44
			093019	COMPUTER EQUIPMENT	3,775.71	1 19190	329.62
						1 39190	329.62
						1 49190	329.62
						1 69190	1,506.89
						2 29190	329.62
						2 29195	950.34
			093019-1	COMPUTER SOFTWARE	56,084.27	1 19190	4,896.16
						1 39190	4,896.16
						1 49190	4,896.16

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						1 69190	22,383.19
						2 29190	4,896.19
						2 29195	14,116.41
			50029	GPS ROVERS	42,846.92	1 61080	(7,500.00)
						1 63990	50,346.92
					119,421.10		119,421.10
41726	36270	HYDRO PRODUCTS CORPORATIO	5834	PATHOGEN PROTECTION SYSTEM	7,945.00	1 43770	1,500.00
					7,945.00	1 43770	6,445.00
41727	52825	NDEQ - FISCAL SERVICES	092319	WWTF OPERATOR CERIFICATION	150.00	1 49300	150.00
41728	63875	RESCO	755994-00	LED STREET LIGHTS	17,655.00	1 61561	16,500.00
			763997-00	SALES TAX CREDIT	(1,155.00)	1 61632	1,155.00
					16,500.00	1 61632	(1,155.00)
							16,500.00
41729	17475	CREDIT MANAGEMENT	CASE C 14C19103	REMIT GARNISHMENT	236.83	1 62410	236.83
41730	32400	HASTINGS, CITY OF	100419	EMPLOYEE FLEXPAN DEDUCTION	5,455.79	1 62401	5,455.79
41731	70300	STATE DISBURSEMENT UNIT	CO1482539 100419	REMIT GARNISHMENT	248.00	1 62410	248.00
41732	00004	1ST CHOICE LAWN & PEST SOLUT	19824	WEED CONTROL	13,300.00	2 75065	1,500.00
					13,300.00	2 75065	11,800.00
							13,300.00
41733	00223	A & M UNDERGROUND	119	BORING	5,060.00	2 25940	1,500.00
					5,060.00	2 25940	3,560.00
							5,060.00
41734	00890	AMGL	4955	PROFESSIONAL SERVICES	3,825.00	1 69230	3,825.00
41735	02675	AIRGAS USA, LLC	9092760055	EPA GAS	1,317.47	2 25128	1,317.47
			9092905026	FOAM EARPLUGS	107.00	1 61561	107.00
			9093059144	SULFUR DIOXIDE	352.17	2 79275	352.17
			9093119245	SIGN POSTS	1,184.88	1 61561	1,184.88
			9964301619	AUG CYLINDER RENTAL	65.83	2 25128	52.75
					3,027.35	2 75128	13.08
							3,027.35
41736	03225	ALLIED ELECTRONICS, INC.	9011677389	LAMPS	373.68	2 25115	373.68
			9011680799	LENS, LAMPS	215.28	2 25130	215.28
					588.96		588.96
41737	03675	ALTEC INDUSTRIES INC.	50458241	HINGE	48.24	2 25820	48.24
41738	05760	ANYTIME FITNESS	092819	SEPT EMPLOYEE DEDUCTIONS-AF	34.20	1 62418	34.20
41739	06175	ARAMARK	1901402121	CREDIT FOR OVERCHARGE	(17.91)	1 69330	(17.91)
			1901402122	CREDIT FOR OVERCHARGE	(7.24)	1 61630	(7.24)
			1901411601	CREDIT FOR OVERCHARGE	(5.10)	1 61630	(5.10)
			1901411602	CREDIT FOR OVERCHARGE	(15.77)	1 69330	(15.77)
			1901587064	RUG & LAUNDRY SERVICE	14.86	1 45450	14.86
			1901588606	RUG & LAUNDRY SERVICE	88.54	1 69330	79.23
						2 25065	9.31
			1901588607	RUG & LAUNDRY SERVICE	17.55	1 61630	17.55
			1901590180	RUG & LAUNDRY SERVICE	51.33	2 25065	51.33
			1901594682	RUGS & LAUNDRY SERVICE	14.86	1 45450	14.86
			1901596179	RUGS & LAUNDRY SERVICE	88.54	1 69330	79.23
						2 25060	9.31
			1901596180	RUGS & LAUNDRY SERVICE	17.55	1 61630	17.55
			1901597775	RUGS & LAUNDRY SERVICE	51.33	2 25065	51.33
			1901602322	RUGS & LAUNDRY SERVICE	14.86	1 45450	14.86
			1901603872	RUGS & LAUNDRY SERVICE	88.54	1 69330	79.23
						2 25060	9.31
			1901603873	RUGS & LAUNDRY SERVICE	17.55	1 61630	17.55
			1901605479	RUGS & LAUNDRY SERVICE	51.33	2 25065	51.33
					470.82		470.82
41740	06230	ARCBEST	336240094	FREIGHT CHARGES	297.25	2 25130	297.25
41741	06710	ATLAS COPCO COMPRESSORS LL	1119142874	OIL	1,073.92	2 25145	1,073.92

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			1119144823	OIL FILTERS	347.00	2 25145	347.00
					1,420.92		1,420.92
41742	07575	BARBER, M. E. CO., INC.	15838	XPANDER PLUGS	219.60	1 61561	219.60
41743	08115	BEAUTY AND THE BEAST FITNESS	092819	SEPT EMPLOYEE DEDUCTIONS-B&E	119.84	1 62418	119.84
41744	09225	BLACKBURN MFG. CO.	0603191-IN	MARKING PAINT	365.58	1 61561	365.58
41745	09330	BLUFFS SANITARY SUPPLY	384514	FLOOR CLEANERS	171.91	2 75065	171.91
41746	09475	BOSELNMAN ENERGY, INC.	4061739 UF	TANK & TRAILER	2,046.43	2 95065	546.43
					2,046.43	2 95065	1,500.00
							2,046.43
41747	09705	BRANDSAFWAY SOLUTIONS, LLC	731-D004532	SCAFFOLDING	2,150.46	2 25130	650.46
			731-R004418	SCAFFOLDING	99.17	2 25130	1,500.00
						2 25120	5.17
						2 25120	94.00
					2,249.63		2,249.63
41748	10775	C D W GOVERNMENT, INC.	TXP5872	TVS	2,936.70	1 69210	2,936.70
			VCJ5849	WINDOWS SOFTWARE	21,397.60	1 19190	1,868.01
						1 39190	1,868.01
						1 49190	1,868.01
						1 69190	8,539.78
						2 29190	1,868.01
						2 29195	5,385.78
					24,334.30		24,334.30
41749	10820	C E I SECURITY & SOUND	2019752	CAMERAS	3,446.30	1 69330	146.30
						1 69330	640.00
			WO-0529	CAMERA LICENSES	384.02	1 69330	2,660.00
						1 69330	20.02
						1 69330	364.00
					3,830.32		3,830.32
41750	11130	CABELA'S CORPORATE SALES DE	078592128	RUBBER BOOTS	141.18	2 75065	141.18
41751	11200	CABOT CORPORATION	25322466 RI	ACTIVATED CARBON	19,360.00	2 25124	1,500.00
						2 25124	17,860.00
					19,360.00		19,360.00
41752	12075	CAYENTA	CT043501	YEAR END SOFTWARE ASSISTANCE	1,260.00	1 69210	1,260.00
41753	12225	CENTRA CHEMICAL SERVICE	41872	ICE MELT	448.98	1 61561	448.98
41754	12350	CENTRAL COMMUNITY COLLEGE	001686573	REIMB GRANT FUNDS	1,950.00	2 99225	1,950.00
			001708108	VARI FREQ DRIVES CLASS	450.00	2 79225	450.00
			001708490	EXCEL PART 1 CLASS	402.50	2 79225	402.50
			001709193	BASIC PLC CLASS	1,200.00	2 79225	1,200.00
			001709340	EXCEL TRAINING & BOOK	552.50	1 69220	115.00
						2 79225	437.50
			001709921	EXCEL TRAINING	690.00	1 69220	115.00
						2 79225	575.00
					5,245.00		5,245.00
41755	13050	CHARLESWORTH CONSULTING LL	515184	INSURANCE CONSULTING	5,106.00	1 69230	5,106.00
41756	13610	CINTAS CORPORATION	449767686	UNIFORM SERVICE	256.14	1 49270	11.72
						1 69270	4.63
						2 29270	239.79
			449767690	UNIFORM SERVICE	162.38	2 79275	162.38
			449768788	UNIFORM SERVICE	211.22	1 49270	11.72
						1 69270	4.63
						2 29270	194.87
			449768791	UNIFORM SERVICE	162.38	2 79275	162.38
			449769896	UNIFORM SERVICE	211.22	1 49270	11.72
						1 69270	4.63
						2 29270	194.87
			449769899	UNIFORM SERVICE	162.38	2 79275	162.38
					1,165.72		1,165.72
41757	14810	CHC OF NEBRASKA	092819	SEPT EMPLOYEE DEDUCTIONS-CHC	364.00	1 62418	364.00

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41758	15575	CONSOLIDATED CONCRETE CO.	247658	ROAD GRAVEL	133.16	1 35540	133.16
			247831	CONCRETE	80.25	1 45050	80.25
			247878	ROAD GRAVEL	84.25	1 35540	84.25
			247896	CONCRETE	294.75	2 20093	294.75
			248055	CONCRETE	665.01	1 35580	665.01
			248343	CONCRETE	695.23	1 35580	695.23
			248363	ROAD GRAVEL	145.74	2 20096	145.74
			248419	CRUSHED LIMESTONE	96.95	2 20096	96.95
			248628	CONCRETE	312.98	1 35580	312.98
			248714	ROAD GRAVEL	86.48	2 20096	86.48
			248922	CONCRETE	179.36	2 20096	179.36
					<u>2,774.16</u>		<u>2,774.16</u>
41759	16100	CONTROL COMPONENTS INC.	CD970010736	SOFT GOODS KITS, BUSHINGS	7,359.68	2 25125	1,500.00
						2 25125	5,859.68
					<u>7,359.68</u>		<u>7,359.68</u>
41760	17525	CRESCENT ELECTRIC SUPPLY CO	S506909685.001	JUNCTION BOXES	1,376.99	1 61561	1,376.99
			S507039731.001	STARTER	6,219.57	2 25135	1,500.00
						2 25135	4,719.57
					<u>7,596.56</u>		<u>7,596.56</u>
41761	19125	DEETER FOUNDRY, INC.	529249	MANHOLE COVERS	1,724.62	1 61561	1,724.62
41762	19225	DELKEN PRESS	092619	PRINTED MATERIALS	483.64	1 69060	483.64
41763	19325	DELL MARKETING L.P.	10340528702	LAPTOP	1,520.26	2 95126	1,520.26
41764	19425	DELPHIAN CORP.	45960	CONTROLLER CARDS	1,044.52	1 15461	1,044.52
41765	20325	DITCH WITCH UNDERCON	P19038	RING, GASKETS, GLASS BOWLS	76.02	1 61843	76.02
41766	20650	DOWNEY DRILLING, INC	WA-353-5	ASR WELL 30	32,267.60	1 30353	32,267.60
41767	20725	DRACO MECHANICAL SUPPLY INC	465831-001	PACKING	2,012.74	2 75125	512.74
						2 75125	1,500.00
					<u>2,012.74</u>		<u>2,012.74</u>
41768	21375	DUTTON-LAINSON COMPANY	806949-1	PVC CEMENT, CLEANER	531.57	2 21561	531.57
			806967-1	WELL 30 PARTS	94.31	1 30353	75.24
						1 61632	19.07
			807236-1	LED LAMPS	354.66	2 95115	354.66
			CM78598	RETURN WELL 30 PARTS	(19.07)	1 61632	(19.07)
			S10000-1	TOOLS	28.08	2 21561	28.08
			S10122-1	BREAKER PANELS	287.94	2 95115	287.94
			S10122-2	BREAKER PANELS	1,574.32	2 95115	74.32
						2 95115	1,500.00
			S10428-1	ENCLOSURE & PANEL	857.08	1 30363	857.08
			S10535-1	REPAIR KITS	367.00	1 45450	367.00
			S10535-2	TEST COCKS FOR BACKFLOW	156.00	1 45450	156.00
			S10738-1	STARTER	1,507.29	2 25120	7.29
						2 25120	1,500.00
			S7827-3	TRANSFORMER	802.50	2 21562	802.50
					<u>6,541.68</u>		<u>6,541.68</u>
41769	21975	EAKES OFFICE EQUIPMENT	7740083-0	TONER	92.83	2 75065	92.83
			7812774-0	TONER	271.98	1 49210	271.98
			7849072-1	NOTPADS	121.72	1 61561	121.72
			7863565-0	INK REFILLS	4.92	1 69210	4.92
			INV155877	COPIES	731.34	2 75065	731.34
					<u>1,222.79</u>		<u>1,222.79</u>
41770	22225	ECHO ELECTRIC SUPPLY	S8162847.002	COVERS, CLAMPS	1,496.77	1 45450	1,496.77
41771	22550	ELECTRICAL ENGINEERING & EQL	6526774-00	COUPLINGS	3,493.89	2 21561	3,493.89
			8927-00	REPAIR GENERATOR	2,156.90	1 45051	2,156.90
			905514-00	REPAIR GENERATOR	1,989.30	1 45051	489.30
						1 45051	1,500.00
					<u>7,640.09</u>		<u>7,640.09</u>
41772	22625	ELECTRONIC SYSTEMS, INC. - 2	30220	REPAIR FLOW SWITCH	360.00	1 69330	360.00
			30242	FIRE ALARM INSPECTION	75.00	2 25110	75.00
					<u>435.00</u>		<u>435.00</u>

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41773	23483	ENGRAVING MACHINES PLUS	6584	ENGRAVER ACRYLIC SHEETS	190.40	2 75125	190.40
41774	24225	F C X PERFORMANCE	4445776	REPAIR KITS	3,302.20	2 25125	1,500.00
					3,302.20	2 25125	1,802.20
							3,302.20
41775	24350	FACTORY MUTUAL INSURANCE CO	SL-V000717	INSURANCE	388,824.00	2 21651	359,145.00
						2 24167	4,940.00
						2 25015	4,887.00
						2 79245	10,951.00
						2 99245	8,901.00
					388,824.00		388,824.00
41776	24775	FARRIS CONSTRUCTION CO. INC.	091819	CRANE SERVICE	1,000.00	1 30363	1,000.00
41777	24975	FEDEX	6-750-09719	DELIVERY SERVICE	96.47	2 25065	96.47
41778	26725	FUELLGRAF CHIMNEY & TOWER II	6834	REPAIR STACK LIGHTING	2,729.43	2 25125	529.43
						2 25125	700.00
						2 25125	1,500.00
					2,729.43		2,729.43
41779	27360	GE POWER SERVICES	95208294	REBILLED FREIGHT CHARGES	(32.10)	2 25124	(32.10)
			95208540	MILL REPLACEMENT PARTS	11,045.45	2 25124	1,500.00
						2 25124	9,545.45
					11,013.35		11,013.35
41780	30075	GRAINGER	9308408153	EXHAUST VENT, TSTAT	750.94	2 24162	750.94
41781	30225	GRAPHIC CONTROLS LLC	NR6690	GRAPHIC DISC CHARTS	156.84	1 61561	156.84
41782	30730	GRIFFITH, BRAD	091119	BOOT REIMBURSEMENT	98.23	2 79275	98.23
41783	30775	GROEBNER	389682	LEAK MARKING MACHINE PARTS	130.93	1 15690	130.93
			389852	METER RIZERS	2,484.67	1 61561	2,484.67
					2,615.60		2,615.60
41784	31325	H D R ENGINEERING INC.	1200213071	ENGINEERING SERVICES	1,560.67	1 40334	1,560.67
41785	31775	HANSEN INTERNATIONAL TRUCK I	T138654	CONVERTER, CLAMPS, SENSORS	6,628.64	1 61632	2,687.50
						2 21844	1,500.00
						2 21844	2,441.14
			T138655	CORE RETURN	(2,687.50)	1 61632	(2,687.50)
					3,941.14		3,941.14
41786	32375	HASTINGS, CITY OF	092019	REIMB FIN-HR-IT HEALTH INS SEP	15,972.92	1 69190	3,759.43
						1 69200	11,243.28
						1 69203	970.21
					15,972.92		15,972.92
41787	32400	HASTINGS, CITY OF	001000203845	MUTUAL/OMAHA LIFE & DISAB SEPT	7,671.89	1 19260	536.43
						1 39260	415.45
						1 49260	253.43
						1 62403	1,415.10
						1 69260	1,497.57
						2 29260	882.53
						2 29265	2,671.38
			092019-1	EMPLOYEE VISION INSUR SEPT	1,253.24	1 62402	1,253.24
			092019-2	BCBS HEALTH & DENTAL INSUR SEI	342,990.62	1 62414	342,990.62
			092019-3	DISCOVERY BENEF COBRA FEES SI	154.70	1 19260	14.45
						1 39260	12.75
						1 49260	7.65
						1 62414	3.40
						1 69260	37.40
						2 29260	19.55
						2 29265	59.50
			092019-4	DISCOVERY BENEF ACCT FEES SEI	242.00	1 69260	242.00
			633128	EMPLOYEE AFLAC DEDUCTIONS SE	6,742.50	1 62414	6,742.50
					359,054.95		359,054.95
41788	32425	HASTINGS, CITY OF	100119	COMBINED BOND PAYMENT FUND	149,445.00	1 61322	149,445.00
41789	32625	HASTINGS, CITY OF	349011	WOOD CHIP DISPOSAL	132.72	2 25830	132.72

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			349570	WOOD WASTE	61.62	1 45470	61.62
					194.34		194.34
41790	32725	HASTINGS ECONOMIC DEVELOPM	100119	2019 AGREEMENT	10,416.00	1 69230	10,416.00
41791	33075	HASTINGS MUSEUM	092819	SEPT EMPLOYEE DEDUCTIONS-MU	13.74	1 62418	13.74
41792	33115	HASTINGS PHYSICAL THERAPY	4088	ON-SITE PT, NEW EMP DRUG/PHY	985.00	1 69260	460.00
						2 29265	460.00
						2 79305	65.00
					985.00		985.00
41793	35575	HOWARD'S GLASS	092719	REPLACE DOORS	2,941.68	1 69330	1,441.68
						1 69330	1,500.00
					2,941.68		2,941.68
41794	36675	I B T, INC.	7535191	HOOD COVER, SUPPORT BAND	1,842.91	2 95126	342.91
						2 95126	1,500.00
					1,842.91		1,842.91
41795	39225	ITRON, INC.	531968	QUARTERLY MAINTENANCE RENEV	2,289.75	1 69020	789.75
						1 69020	1,500.00
					2,289.75		2,289.75
41796	39425	J C I INDUSTRIAL	8183674	GEAR & KEY DRIVES	4,303.70	2 25125	1,500.00
						2 25125	2,803.70
			8183884	WORM GEAR	3,781.89	2 25125	1,500.00
						2 25125	2,281.89
					8,085.59		8,085.59
41797	39663	JC CROSS CO.	58610	SUTORBILT BLOWER	7,005.39	1 45460	1,500.00
						1 45460	5,505.39
			58611	TUTHILL BLOWER	9,173.00	1 45460	1,500.00
						1 45460	7,673.00
					16,178.39		16,178.39
41798	41770	KIRKHAM MICHAEL	90090	PROFESSIONAL SERVICES	2,100.00	1 30360	600.00
						1 30360	1,500.00
					2,100.00		2,100.00
41799	42075	THE HARRY A KOCH COMPANY	158048	INSURANCE	15,054.00	2 21651	15,054.00
41800	42225	KRANAU, BRIAN	093019	BOOT REIMBURSEMENT	87.60	1 39270	87.60
41801	42425	KRIZ-DAVIS COMPANY	918499298	COLD SHRINK KITS	12,359.79	2 21561	12,359.79
			918499299	FIBERGLASS CROSSARMS	4,344.20	2 21561	4,344.20
			918499400	VOLTAGE TRANSFORMERS	4,881.17	2 21561	4,881.17
			918508905	ENCLOSURE, PANEL, HANDLE	950.75	2 20698	950.75
			918508906	CABLE	924.73	2 20698	924.73
			918546675	MACHINE BOLTS	74.63	2 21561	74.63
			918546676	COLD SHRINK KITS	1,643.68	2 21561	1,643.68
			918546677	BRADY LABEL PARTS	611.52	2 75065	611.52
			918597575	SOLAR FARM RTU	835.67	2 20698	835.67
			918597576	LOADBREAK ELBOWS	329.24	2 21561	329.24
			918597577	FUSE LINKS	593.85	2 21561	593.85
			918597578	TUBING	1,072.14	2 21561	1,072.14
			918619311	CONDUIT, COUPLINGS	5,969.10	2 21561	5,969.10
			918647539	EXHAUST FAN STARTER	994.03	2 25115	994.03
			918657190	LOADBREAK ELBOWS	1,316.96	2 21561	1,316.96
			918657191	CONDUIT	3,097.65	2 21561	3,097.65
					39,999.11		39,999.11
41802	42625	KULLY PIPE & STEEL CORP.	717422	ALUM BAR, ANGLE, FLATS	3,277.94	1 45450	1,500.00
						1 45450	1,777.94
			717668	GRINDER, WORK LIGHT	468.96	2 25064	468.96
			717721	ROOF DRAIN COVERS	1,386.90	2 25115	1,386.90
			717723	PIPE	1,909.95	1 61561	1,909.95
			717810	GALV PIPE, UNION	103.38	2 25120	103.38
			718025	ELBOWS, COUPLINGS, BALL VALVE	858.68	1 61561	858.68
			718026	THREADER MOTOR	1,357.46	1 15750	1,357.46
			718356	PLUGS	47.40	2 21561	47.40
					9,410.67		9,410.67
41803	43125	LAKESIDE AUTO BODY INC.	11609	TRUCK REPAIR	1,833.80	1 61842	1,833.80

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					1,509.88		1,509.88
41815	46465	MCCREADY, NICK	091019	BOOT REIMBURSEMENT	149.80	2 79275	149.80
41816	46675	MCMaster-CARR SUPPLY CO.	16386896	BRASS ROD & WASHERS	27.01	2 95065	27.01
41817	47325	MERRICK INDUSTRIES	MI-91231	TACHOMETER PULSE CARD	341.10	2 95126	341.10
41818	47890	MH EQUIPMENT COMPANY	M08066	DIGITAL SCALE	6,033.73	1 63930	1,500.00
					6,033.73	1 63930	4,533.73
							6,033.73
41819	48400	MID-IOWA SOLID WASTE EQUIP. C	50410	REAR DOOR SEAL	344.02	1 45021	344.02
41820	48575	MIDLANDS CLAIM SERVICE INC.	L-2814-1	CLAIMS INVESTIGATION	1,226.25	1 14083	1,226.25
41821	48675	MID-NEBRASKA LUBRICANTS	335516	DIESEL FUEL	117.28	2 25480	117.28
			352658	DIESEL FUEL	3,747.25	1 61511	3,747.25
			352763	UNLEADED GAS	3,270.65	1 61511	3,270.65
					7,135.18		7,135.18
41822	48925	MIDWEST ENGINES	32646	CLUTCH PADS	595.65	1 35052	31.05
					595.65	1 35052	564.60
							595.65
41823	49235	MIDWEST RESTAURANT SUPPLY	0133285-IN	DECK BRUSHES	223.00	1 45450	223.00
41824	51375	MUNICIPAL SUPPLY INC OF NEBR	0740288-IN	BIT, O-RINGS, GREASE	482.58	1 35522	482.58
			0741147-IN	BALL VALVES	898.80	1 61561	898.80
			0741832-IN	HYDRANTS	16,041.80	1 61561	16,041.80
					17,423.18		17,423.18
41825	51505	MURPHY TRACTOR & EQUIPMENT	1233056	EXCAVATOR RENTAL	2,461.00	1 15733	2,461.00
41826	51825	N A P A AUTO PARTS	891475	FILTERS	49.64	1 61561	49.64
			895402	BATTERIES & CORE DEPOSITS	368.92	1 15750	55.97
						1 61842	152.60
						1 61842	160.35
			895530	FILTERS, SPARK PLUGS	110.79	1 61561	102.49
						1 61632	8.30
			896562	RETURN SPARK PLUGS	(8.30)	1 61632	(8.30)
			898289	FILTERS, WASHER FLUID	43.68	1 61561	43.68
			899237	BRAKE CLEAN	30.68	2 25060	30.68
			900140	OIL FILTERS	31.80	1 61561	31.80
					627.21		627.21
41827	51980	N M C CAT RENTAL STORE	CUI701497	HYDRAULIC OIL	2,340.26	2 95146	840.26
						2 95146	1,500.00
			CUI701498	HYDRAULIC OIL	1,110.51	2 95146	1,110.51
					3,450.77		3,450.77
41828	52075	N S A W W A	100119	REGISTRATION AWWA FALL CONFE	230.00	1 69220	230.00
41829	53925	NEBRASKA EYE CARE	100219	PRESCRIPTION SAFETY GLASSES	297.00	1 39270	297.00
41830	53975	NEBRASKA FIRE SPRINKLER CORI	4743	FIRE SPRINKLER INSPECTION	270.00	1 45462	270.00
			4901	REPLACED FLOW SWITCH	933.00	1 69330	933.00
					1,203.00		1,203.00
41831	54125	NEBRASKA MACHINERY CO.	CUI704015	FORKLIFT RENTAL	1,017.28	2 25125	1,017.28
41832	54475	NEBR. PUBLIC HEALTH ENV. LAB	517229	WATER TESTING	70.00	1 35079	70.00
			517361	WATER TESTING	1,020.00	1 35531	1,020.00
			518467	WATER TESTING	35.00	1 35079	35.00
					1,125.00		1,125.00
41833	55395	NISSEN, BENJAMIN	082319	BOOT REIMBURSEMENT	85.60	1 49270	85.60
41834	56035	NOVA TECH, LLC	22096	SOLAR FARM SCADA	5,800.45	2 20698	1,500.00
					5,800.45	2 20698	4,300.45
							5,800.45
41835	56600	OLD DOMINION FREIGHT LINE INC	19500728746	FREIGHT CHARGES	122.58	2 25125	122.58
			19500730445	FREIGHT CHARGES	122.58	2 25125	122.58

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					245.16		245.16
41836	56625	O'KEEFE ELEVATOR CO., INC.	00495946	ELEVATOR MAINTENANCE	210.08	2 25115	210.08
			00497355	ELEVATOR MAINTENANCE	241.00	1 69330	241.00
			00497356	ELEVATOR MAINTENANCE	256.33	2 25110	256.33
			00497481	ELEVATOR MAINTENANCE	210.08	2 25115	210.08
					<u>917.49</u>		<u>917.49</u>
41837	56925	OMAHA VALVE & FITTING CO.	18183	BOILER FITTINGS	1,225.71	2 75125	1,225.71
41838	57825	P R DIAMOND PRODUCTS, INC.	0053754-IN	BLADES	2,382.00	1 61561	2,382.00
41839	58425	PAVELKA TRUCK & TRAILER REPA	76293	SERVICE CALL	267.94	2 21844	9.00
						2 21844	258.94
					<u>267.94</u>		<u>267.94</u>
41840	58600	PEARSON ARNOLD TECHNOLOGIE	22262	TILT SWITCH	793.26	2 25126	793.26
41841	59475	PLATTE VALLEY COMMUNICATION	32839	INSTALL YAGI ANTENNAE	898.53	2 25950	898.53
			32952	MOTOROLA RADIOS	682.66	2 75145	682.66
					<u>1,581.19</u>		<u>1,581.19</u>
41842	59925	POSTMASTER	100219	POSTAGE	7,050.00	1 69170	7,050.00
41843	60675	PRESTO-X-COMPANY	4110185	PEST CONTROL SERVICES	266.43	1 15460	28.89
						1 15461	28.89
						1 61630	43.87
						1 69330	131.61
						2 25520	33.17
					<u>266.43</u>		<u>266.43</u>
41844	61325	PROTEX CENTRAL INC	108185	SECURITY SYSTEM INSPECTION	85.00	1 69330	85.00
			108186	FIRE ALARM INSPECTION	88.00	1 61630	88.00
			108419	RETAG FIRE EXTINGUISHERS	68.58	2 25145	68.58
			109067	FIRE ALARM TESTING	699.00	2 25145	699.00
					<u>940.58</u>		<u>940.58</u>
41845	61425	PROVEN PRODUCTS, INC.	37148	FOAM KITS	779.84	1 61561	779.84
41846	62150	R & J TREE & LAWN LLC	092219	TREE TRIMMING & REMOVAL	9,800.00	2 25830	1,500.00
						2 25830	8,300.00
			092219-1	TREE TRIMMING & REMOVAL	4,685.00	2 25830	1,500.00
						2 25830	3,185.00
					<u>14,485.00</u>		<u>14,485.00</u>
41847	63275	RAYNOR DOORS OF CE. NEBR., IN	28107	PHOTOEYES, RECEIVER, REMOTES	288.00	1 35076	288.00
41848	63725	RELCO FINANCE, INC.	L110306	LOCOMOTIVE LEASE	4,833.60	2 95015	4,833.60
41849	63775	RELCO LOCOMOTIVES, INC.	M2019082	LOCOMOTIVE MAINTENANCE	3,031.22	2 95015	3,031.22
41850	64060	ROAD BUILDERS MACHINERY&SUI	P53867	FILTERS, ORINGS	1,292.85	2 95146	1,292.85
41851	64380	ROEHRS MACHINERY	IH12097	FILTERS	259.81	2 95065	259.81
			RH03701	TIRES, OIL & FILTERS	865.69	2 95065	865.69
					<u>1,125.50</u>		<u>1,125.50</u>
41852	64425	ROGER'S INC.	77559	REFRIDGERATORS	2,107.90	2 75115	607.90
						2 75115	1,500.00
					<u>2,107.90</u>		<u>2,107.90</u>
41853	64625	ROTATING EQUIPMENT REPAIR, IN	SI005570	REPAIR ROTATING ELEMENT	34,509.83	2 25125	1,500.00
						2 25125	13,423.00
						2 25125	19,586.83
					<u>34,509.83</u>		<u>34,509.83</u>
41854	65275	S O S PORTABLE TOILETS, INC.	41737	PORTABLE TOILET RENTAL	230.05	1 15750	230.05
			41738	PORTABLE TOILET RENTAL	100.23	2 95126	100.23
					<u>330.28</u>		<u>330.28</u>
41855	65675	SALVATION ARMY	093019	SHARE SOME WARMTH-AUG	357.00	1 62328	357.00
41856	65825	SAPP BROTHERS PETROLEUM, IN	22848602	GREASE	499.23	2 95126	499.23
			22854568	OIL	2,291.47	2 75125	791.47

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			22856273	DTE FOR WELLS	214.00	2 75125	1,500.00
					3,004.70	1 35052	214.00
							3,004.70
41857	66275	SCHIMBERG CO.	2224728-00	FLEX GASKETS	48.98	2 75125	48.98
41858	66426	SCHMIDT, DEREK	100119	BOOT REIMBURSEMENT	74.29	2 79275	74.29
41859	66600	SCHUYLER, JIM	100219	BOOT REIMBURSEMENT	77.67	2 29270	77.67
41860	67325	SERVI-TECH, INC.	H-976002	WATER TESTING	93.66	1 35079	93.66
			H-976009	WATER TESTING	893.38	1 35079	893.38
			H-976011	WATER TESTING	225.60	1 30362	90.24
						1 30370	90.24
						1 30375	45.12
			H-976058	WATER TESTING	49.92	1 35532	49.92
			H-976092	WATER TESTING	45.12	1 30374	45.12
			H-976114	WATER TESTING	45.12	1 35531	45.12
			H-976116	WATER TESTING	45.12	1 30374	45.12
			H-976128	WATER TESTING	1,090.65	2 25065	1,090.65
			H-976132	WATER TESTING	21.12	1 35531	21.12
			H-976153	WATER TESTING	6.30	1 35531	6.30
			H-976172	WATER TESTING	45.12	1 30375	45.12
			H-976190	WATER TESTING	45.12	1 30375	45.12
			H-976211	WATER TESTING	45.12	1 30375	45.12
			H-976214	WATER TESTING	6.30	1 35531	6.30
					2,657.65		2,657.65
41861	68045	SICK, INC	6000195650	FILTERS, LAMPS, ELEMENTS	3,755.45	2 25128	1,500.00
						2 25128	2,255.45
					3,755.45		3,755.45
41862	69175	SOUTHERN POWER DISTRICT	4908002 093019	MAXON AVE POWER	244.91	1 45026	244.91
			4908003 093019	HWY 6 & BLAINE LIGHTS	59.85	1 55850	59.85
					304.76		304.76
41863	70000	SQUARE DEAL LUMBER & HARDW	73020	STAKES	283.55	1 61561	283.55
41864	71425	SULLIVAN SHOEMAKER PC LLO	29148	LEGAL SERVICES	1,069.07	1 39230	1,069.07
41865	72675	TECHNICAL EQUIPMENT ASSOC. II	10450	CAST IRON HOUSING	726.65	2 25125	726.65
41866	73175	TEST AMERICA INC.	1600005985	WATER TESTING	2,722.50	1 35079	2,722.50
			3100018821	WATER TESTING	152.50	1 35532	152.50
			3100018835	WATER TESTING	197.00	1 35079	197.00
					3,072.00		3,072.00
41867	73213	THE MARLIN COMPANY	500945	COMMUNICATIONS SOFTWARE	1,193.20	1 69210	1,193.20
			500950	COMMUNICATIONS SOFTWARE	695.50	1 69210	695.50
					1,888.70		1,888.70
41868	73500	BRETT THOMPSON	100219	BOOT REIMBURSEMENT	83.31	1 69270	83.31
41869	73575	THOMSEN OIL CO	280137	DIESEL FUEL	1,803.18	2 95015	303.18
						2 95015	1,500.00
			280141	DIESEL FUEL	3,026.34	2 95015	1,500.00
						2 95015	1,526.34
			281153	UNLEADED GAS	1,134.90	2 75065	1,134.90
			281154	DIESEL FUEL	1,950.56	2 95015	450.56
						2 95015	1,500.00
			281161	DIESEL FUEL	2,879.58	2 95015	1,379.58
						2 95015	1,500.00
			281171	DIESEL FUEL	2,553.55	2 95015	1,053.55
						2 95015	1,500.00
			281184	DIESEL FUEL	2,778.15	2 95015	1,278.15
						2 95015	1,500.00
					16,126.26		16,126.26
41870	73710	TILLEY SPRINKLER & LANDSCAPIN	120722	LANDSCAPING	7,410.00	1 45051	1,500.00
						1 45051	5,910.00
					7,410.00		7,410.00
41871	73774	TITAN MACHINERY-HASTINGS	12971290 GP	SKID STEER PARTS	221.56	2 95126	221.56

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41872	76275	UNITED WAY OF SOUTH CENTRAL	092819	SEPT EMPLOYEE DEDUCTIONS-UW	760.00	1 62418	760.00
41873	76325	UNIVAR USA INC.	OM919122	FLOCCULANT	8,288.00	1 45422	1,500.00
					8,288.00	1 45422	6,788.00
							8,288.00
41874	76685	VALVE SEALANT SUPPLY	19001107	SEALANT	88.06	1 15731	88.06
41875	76775	VAN KIRK BROTHERS CONTRACTI	1007-1	WATERMAIN CASING CONTRACT	65,250.00	1 30342	65,250.00
			WA-336-5	WATERMAIN CONTRACT	262.90	1 30336	262.90
			WA-358-2	WATER MAIN CONTRACT	38,763.00	1 30358	11,200.50
						1 30358	27,562.50
					104,275.90		104,275.90
41876	77050	VERIZON WIRELESS	9838673241	CELL PHONE SERVICE	2,806.71	1 19210	361.08
						1 39210	301.59
						1 49210	8.77
						1 69210	1,241.15
						2 29210	644.04
						2 75065	250.08
					2,806.71		2,806.71
41877	77450	VIVIAL	00396222 092219	ADVERTISING	24.60	1 69210	24.60
41878	77495	VOLKMANN CONSULTING, INC.	VC-022	NERC COMPLIANCE CONSULTING	5,812.50	2 29230	1,500.00
						2 29230	4,312.50
					5,812.50		5,812.50
41879	77790	W C ENTERPRISES INC	389	ASH POND REMOVAL	11,992.50	2 95015	1,500.00
						2 95015	10,492.50
			390	POND ASH REMOVAL	46,756.74	2 25015	46,756.74
			395	DIG OUT ASH POND	4,650.00	2 95015	1,500.00
						2 95015	3,150.00
			396	DIG OUT ASH POND	5,125.00	2 95015	1,500.00
						2 95015	3,625.00
					68,524.24		68,524.24
41880	78775	WEAR-CONCEPTS, INC.	83612	COMPOUND KITS	716.66	2 25124	716.66
41881	79068	WELKER, INC.	25753	RELIEF VALVES	357.55	1 15461	357.55
41882	79125	WELLS FARGO BANK NEBRASKA	19080001213	EBOX FEES	1,095.04	1 69030	1,095.04
41883	79275	WESCO RECEIVABLES CORP	314109	CIRCUIT INDICATORS	9,054.88	2 21561	9,054.88
			326096	VOLTAGE DETECTORS	7,607.70	2 29270	1,500.00
						2 29270	6,107.70
			340353	POLE TOP PINS	690.15	2 21561	690.15
			347350	BOLTS	291.58	2 21561	291.58
					17,644.31		17,644.31
41884	79615	WIGEN WATER TECHNOLOGIES	21222	O-RINGS	804.15	1 35072	804.15
41885	79975	WINDSTREAM NEBRASKA INC	091774858 092719	PHONE & INTERNET	1,116.56	1 15460	70.40
						1 35053	454.61
						1 45023	30.08
						1 45421	48.24
						1 69180	30.82
						1 69210	315.12
						2 25050	20.81
						2 25065	129.72
						2 25700	16.76
					1,116.56		1,116.56
41886	80275	WOODWARD'S DISPOSAL SERVIC	NO8883-1767	GARBAGE DISPOSAL	282.50	1 69030	25.00
						1 69210	25.00
						1 69330	232.50
			NO8883-1768	GARBAGE DISPOSAL	1,357.00	1 45421	1,357.00
			NO8883-1769	GARBAGE DISPOSAL	583.11	2 75065	583.11
			NO8883-1770	GARBAGE DISPOSAL	142.50	1 61630	142.50
					2,365.11		2,365.11
41887	80425	Y M C A	092819	SEPT EMPLOYEE DEDUCTIONS-YM	1,029.92	1 62418	1,029.92

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41888	80875	ZEISLER, DEREK	090919	BOOT REIMBURSEMENT	53.74	1 69270	53.74
41889	R5239	STEVE ADELSON	092019	REIMBURSE DAMAGED MIRROR	46.86	2 29240	46.86
41890	R5240	GLENDA H KRESS	01010395-00	CUSTOMER REFUND	351.95	1 61841	351.95
41891	R5241	VIVIAN ADLER	01011535-21	CUSTOMER REFUND	26.00	1 61841	26.00
41892	R5242	GREG SINNER	03100500-00	CUSTOMER REFUND	297.90	1 61841	297.90
41893	R5243	DORIS DOWLING	03121245-04	CUSTOMER REFUND	85.72	1 61841	85.72
41894	R5244	BRETT MEYER	04140680-10	CUSTOMER REFUND	139.04	1 61841	139.04
41895	R5245	BRIAN HORSTMANN	04151455-01	CUSTOMER REFUND	255.97	1 61841	255.97
41896	R5246	CLAUDIA BUTLER	04162290-03	CUSTOMER REFUND	244.18	1 61841	244.18
41897	R5247	DAVID WENSKE	05180390-01	CUSTOMER REFUND	149.99	1 61841	149.99
41898	R5248	ALVIN SCHUTTE	05182000-00	CUSTOMER REFUND	478.82	1 61841	478.82
41899	R5249	MICHELLE THOMAS	07260670-00	CUSTOMER REFUND	67.05	1 61841	67.05
41900	R5250	BONITA HARPER	07270460-00	CUSTOMER REFUND	102.86	1 61841	102.86
41901	R5251	BRIAN REDINGER	07280610-02	CUSTOMER REFUND	95.87	1 61841	95.87
41902	R5252	LARRY HERZ	08321002-00	CUSTOMER REFUND	141.41	1 61841	141.41
41903	R5253	ALLEN HOYT	08321570-00	CUSTOMER REFUND	103.31	1 61841	103.31
41904	R5254	DEB LITTREL	10371435-01	CUSTOMER REFUND	137.58	1 61841	137.58
41905	R5255	LONNIE MUSIL	10380805-35	CUSTOMER REFUND	448.37	1 61841	448.37
41906	R5256	JO DAVIDSON	10401370-01	CUSTOMER REFUND	65.79	1 61841	65.79
41907	R5257	KELLY KLOEPPING	11431280-02	CUSTOMER REFUND	378.69	1 61841	378.69
41908	R5258	BETH LOVEGROVE	12460050-08	CUSTOMER REFUND	109.75	1 61841	109.75
41909	R5259	RON SUNDAY	12460360-00	CUSTOMER REFUND	246.92	1 61841	246.92
41910	R5260	MIKE REED	12461160-08	CUSTOMER REFUND	266.75	1 61841	266.75
			22841993-02	CUSTOMER REFUND	133.06	1 61841	133.06
					399.81		399.81
41911	R5261	MATT STEVENS	12471430-02	CUSTOMER REFUND	404.48	1 61841	404.48
41912	R5262	JOANN DOMEIER	14550796-22	CUSTOMER REFUND	84.86	1 61841	84.86
41913	R5263	KENT GILBERT	14552050-00	CUSTOMER REFUND	341.67	1 61841	341.67
41914	R5264	ANNETTE HALSEY	14561420-00	CUSTOMER REFUND	129.73	1 61841	129.73
41915	R5265	ASHLEY RODGERS	15601040-01	CUSTOMER REFUND	156.30	1 61841	156.30
41916	R5266	CAROLYN CHAON	15601700-03	CUSTOMER REFUND	128.94	1 61841	128.94
41917	R5267	JOHN HUNT	16631565-01	CUSTOMER REFUND	557.31	1 61841	557.31
41918	R5268	DOUGLAS PATRICK	17652120-02	CUSTOMER REFUND	249.16	1 61841	249.16
41919	R5269	MARY DYE	17670600-01	CUSTOMER REFUND	165.41	1 61841	165.41
41920	R5270	MIKE PARTRIDGE	22841601-00	CUSTOMER REFUND	36.13	1 61841	36.13
41921	R5271	MAX ANDERSON	23860980-00	CUSTOMER REFUND	39.90	1 61841	39.90
41922	R5272	CURTIS REIMER	24900765-01	CUSTOMER REFUND	773.73	1 61841	773.73
41923	R5273	STATE OF NEBRASKA	06221395-15	CUSTOMER REFUND	200.00	1 61841	200.00
			11441075-12	CUSTOMER REFUND	755.76	1 61841	755.76

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			12450208-22	CUSTOMER REFUND	200.00	1 61841	200.00
			13490460-10	CUSTOMER REFUND	381.57	1 61841	381.57
			15591900-06	CUSTOMER REFUND	17.68	1 61841	17.68
			20750226-09	CUSTOMER REFUND	284.17	1 61841	284.17
			20775920-04	CUSTOMER REFUND	20.54	1 61841	20.54
			23850390-08	CUSTOMER REFUND	196.28	1 61841	196.28
					<u>2,056.00</u>		<u>2,056.00</u>

Check Report Total 1,900,301.68

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ACH PAYMENTS

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Check No	Supplier	Supplier Name	Invoice Number	Invoice Description	Invoice Amt	Charge Code	GL Amount
603204	10400	BURLINGTON NORTHERN/SANTA I	235887782	COAL FREIGHT CHARGE	165,731.30	2 22324	165,731.30
			236174255	COAL FREIGHT CHARGE	163,239.10	2 22324	163,239.10
					328,970.40		328,970.40
603205	45205	M & T BANK-457	092019	EMPLOYEE DEFERRED COMP	335.00	1 62417	335.00
			100419	EMPLOYEE DEFERRED COMP	335.00	1 62417	335.00
					670.00		670.00
603206	58550	PEABODY ENERGY	5000058704	COAL	117,608.25	2 22324	117,608.25
			90833610	COAL	2,041.55	2 22324	2,041.55
					119,649.80		119,649.80
603207	72300	TALLGRASS INTERSTATE GT, LLC	TIG082019268230	GAS PIPELINE TRANSPORTATION	82,912.58	1 62321	82,912.58
603214	75415	U S BANK	5900 0488 1021 09:	NAT SAFETY-OSHA REGULATION BI	83.10	1 69270	83.10
			5900 0488 1021 09:	CASEYS-MEAL STORM RESPONSE	82.38	2 25930	82.38
			5903 0011 5017 09:	DOLLAR-CAR RENT SPP MARKET S	40.15	1 69220	40.15
			5903 0011 5017 09:	AMER AIR-FLIGHT SPP MARKET SYI	490.61	1 69220	490.61
			5903 0011 5017 09:	AMER AIR-FLIGHT SPP MARKET SYI	490.61	1 69220	490.61
			5903 0011 5017 09:	STICKERMULE-SOLAR STICKERS	37.98	2 29210	37.98
			5903 0011 5017 09:	MYRON-PENS NATIONAL NIGHT OU	480.09	1 69210	480.09
			5903 0011 5017 09:	WALMART-CONFERENCE ROOM DE	82.84	1 69210	82.84
			5903 0011 5017 09:	OPPD-REGISTER NE SYSTEM CONF	195.00	1 69220	195.00
			5903 0011 5017 09:	TRVL GUARD-TRIP INSUR HARRIS C	33.50	1 69220	33.50
			5903 0011 5017 09:	UNITED AIR-FLIGHT HARRIS COMP	257.70	1 69220	257.70
			5903 0011 5017 09:	UNITED AIR-FLIGHT HARRIS COMP	257.70	1 69220	257.70
			5903 0011 5017 09:	SPRINGHILL-HOTEL HARRIS COMP	601.90	1 69220	601.90
			5905 0021 4222 09:	SMASHBURGER-MEAL OMICRON TF	10.81	2 29220	10.81
			5905 0021 4222 09:	CNRA-PARKING OMICRON TRAININ	9.00	2 29220	9.00
			5905 0021 4222 09:	RUNWAY-FUEL OMICRON TRAINING	14.57	2 29220	14.57
			5905 0021 4222 09:	THRIFTY-TOLLS OMICRON TRAININ	29.30	2 29220	29.30
			5907 0021 0046 09:	KELLY-HOSE FITTINGS	228.61	1 15750	228.61
			5907 0021 0046 09:	JIMMY JOHNS-MEAL WORK @ LUNC	27.99	2 20093	27.99
			5907 0021 0046 09:	CASEYS-MEAL WORK @ LUNCH	13.53	2 20093	13.53
			5907 0021 0046 09:	BIG G-MEASURING WHEEL	54.93	1 15750	54.93
			5908 0020 8874 09:	JIMMY JOHNS-MEAL BORING CREW	76.09	2 20086	76.09
			5908 0020 8874 09:	CENTRAL NE EQUIP-TEST HOSE	67.65	1 15750	67.65
			5908 0020 8874 09:	HOWARDS GLASS-TANK GAUGE GL	15.02	1 15461	15.02
			5910 0226 2511 09:	QA BALANCE SERV-LAB TESTING	225.00	1 45431	225.00
			5910 0226 2511 09:	KELLY-NIPPLES	146.22	1 45422	146.22
			5910 0226 2511 09:	KELLY-RETURN NIPPLES	(64.90)	1 45422	(64.90)
			5910 0226 2511 09:	NAPA-BELTS	29.96	1 45451	29.96
			5910 0226 2511 09:	NAPA-R-134A, ADAPTERS	21.98	1 45520	21.98
			5910 0226 2511 09:	CCC-VFD CLASS	450.00	1 49220	450.00
			5910 0226 2511 09:	AMAZON-HOSE, THEROMTR, DEHUI	263.98	1 45450	263.98
			5910 0226 2511 09:	BIG G-FASTENERS	1.00	1 45460	1.00
			5910 0226 2511 09:	AMAZON-PAPER SHREDDER, LUBR	143.98	1 49210	143.98
			5910 0226 2511 09:	BIG G-TUBING	1.52	1 45460	1.52
			5910 0226 2511 09:	MELLEN- DRV ASSBLY, NUTS, COLL	1,449.36	1 45450	1,449.36
			5910 0226 2511 09:	NEBWEA-REGISTER NWEA CONF	150.00	1 49220	150.00
			5910 0226 2511 09:	HASTING HVAC-WIRING DIAGRAM	25.00	1 45451	25.00
			5910 0226 2511 09:	AMAZON-AIR DRYER	214.99	1 43770	214.99
			5910 0226 2511 09:	AMAZON-BRACKET	44.86	1 45450	44.86
			5910 0226 2511 09:	BIG G-TUBING	1.63	1 45460	1.63
			5920 0020 5411 09:	MENARDS-TOOL BOX, BINDERS	176.50	2 25820	176.50
			5920 0020 5411 09:	BIG G-SCREWS	2.53	2 25820	2.53
			5920 0020 5411 09:	MENARDS-INSULAT BOARD, SCREV	26.51	2 20093	26.51
			5920 0020 5411 09:	MENARDS-BOARDS, SCREWS	99.71	2 20093	99.71
			5922 0020 3174 09:	BURGER KING-MEAL CHECK SEWEI	9.30	1 45021	9.30
			5922 0020 3174 09:	MUNICIPAL SPLY-HYDRANT PARTS	84.99	1 35593	84.99
			5922 0020 3174 09:	BIG G-TUBE, NUT, SLEEVE	12.94	1 35072	12.94
			5922 0020 3174 09:	BIG G-OSE, GREASE GUN	25.57	1 35072	25.57
			5922 0020 3174 09:	FASTENAL-RESPIRATOR MASK	19.08	1 39270	19.08
			5922 0020 3174 09:	BIG G-CEMENT	57.65	1 35593	57.65
			5922 0020 3174 09:	KULLY-DISC FLANGE, NUT	7.49	1 35522	7.49
			5922 0020 3174 09:	MUNICIPAL SPLY-STOPBOX KEYS	51.19	1 35522	51.19
			5922 0020 3174 09:	KULLY-BRONZE FITTINGS	30.91	1 35522	30.91
			5922 0020 3174 09:	MENARDS-COOLING FANS	398.00	1 45051	398.00
			5923 0020 2134 09:	UNIV HYDR-HOSE ASSBLY	22.93	1 45051	22.93
			5923 0020 2134 09:	BIG G-DRILL BIT	6.75	1 35522	6.75
			5923 0020 2134 09:	GRACE'S LOCKSMITH-KEYS	49.22	1 35522	49.22
			5925 0020 0557 09:	KELLY-COUPPLINGS, NIPPLES	119.83	1 45422	119.83
			5925 0020 0557 09:	FASTENAL-ANCHORS	160.39	1 45450	160.39
			5925 0020 0557 09:	MENARDS-SAWBLADES, CUTOFF W	31.77	1 45450	31.77

Distribution Register by Check



ACH PAYMENTS

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Check No	Supplier	Supplier Name	Invoice Number	Invoice Description	Invoice Amt	Charge Code	GL Amount
			5925 0020 0557 09	WALMART-LIMEAWAY, FRAME, REF	26.47	1 45430	26.47
			5925 0020 0557 09	SIEMENS-CAPACITORS	905.12	1 45460	905.12
			5925 0020 0557 09	LANDMARK-ISOLATORS	471.79	1 45500	471.79
			5925 0020 0557 09	MOTION IND-BELTS, SLEEVES	171.81	1 45451	171.81
			5925 0020 0557 09	MENARDS-ADAPTERS, HOSE MENC	60.84	1 45470	60.84
			5925 0020 0557 09	MENARDS-GARDEN HOSE	110.97	1 45470	110.97
			5925 0020 0557 09	BIG G-HOSE, WEATHER STRIP	61.59	1 45470	61.59
			5925 0020 0557 09	MUNICIPAL SPLY-SPRING	23.79	1 45450	23.79
			5925 0020 0557 09	BIG G-TRIMMER HEAD	29.88	1 45470	29.88
			5925 0020 0557 09	USA BLUE BOOK-SALES TAX CREDI	(24.00)	1 45450	(24.00)
			5927 0019 9153 09	MENARDS-ELECTICAL PARTS	53.64	1 69330	53.64
			5927 0019 9153 09	BORDER STATES-750 DR I/O BOAR	291.66	1 35052	291.66
			5927 0019 9153 09	MENARDS-ADAPTERS, FAN	93.30	1 30353	7.71
						2 25820	85.59
			5927 0019 9153 09	DUTTON-ELECTRICAL PARTS	173.21	1 30353	173.21
			5927 0019 9153 09	FASTENAL-BOLTS, STRUT PARTS	191.57	1 30353	191.57
			5927 0019 9153 09	BIG G-FASTENERS	13.10	1 30353	13.10
			5927 0019 9153 09	PLATT ELECTRIC-REDUCER	92.68	1 30353	92.68
			5927 0019 9153 09	DUTTON-CONDUIT, FITTINGS	100.27	1 30353	100.27
			5927 0019 9153 09	FASTENAL-UNISTRUT, BRACKETS	428.91	1 30353	428.91
			5928 0019 8444 09	DUTTON-CONDUIT	267.26	2 24182	267.26
			5928 0019 8444 09	TRANSCAT-METERS	1,515.30	1 69180	1,515.30
			5928 0019 8444 09	MENARDS-ELECTRICAL PARTS	20.98	2 24182	20.98
			5928 0019 8444 09	MENARDS-ELECTRICAL PARTS	3.71	2 24182	3.71
			5928 0019 8444 09	MENARDS-ELECTRICAL PARTS	3.71	2 24182	3.71
			5928 0019 8444 09	DATAPROBE-SCADA PARTS	765.00	1 61630	765.00
			5929 0019 7890 09	NAPA-GRINDER	192.58	1 61847	192.58
			5929 0019 7890 09	HASTINGS FORD-BUSHING, PLUNGI	16.51	1 61842	16.51
			5929 0019 7890 09	KENESAW MOTOR-TUBE	32.18	1 61842	32.18
			5929 0019 7890 09	CPI-DEF	91.79	1 61847	91.79
			5929 0019 7890 09	NAPA-SWITCH, BACKUP ALARM	106.27	1 61842	38.51
						1 61845	67.76
			5929 0019 7890 09	NAPA-SPK PLUG, BOOT, VALVE	182.53	1 61842	182.53
			5929 0019 7890 09	NAPA-BATTERY	149.97	1 61842	149.97
			5929 0019 7890 09	HASTINGS FORD-FUSE BOX ASY	413.33	1 61842	413.33
			5929 0019 7890 09	NAPA-CLAMP	5.77	1 61847	5.77
			5929 0019 7890 09	NAPA-BREAK AWAY SYSTEM	103.46	1 61847	103.46
			5929 0019 7890 09	NAPA-COIL	38.88	1 15750	38.88
			5929 0019 7890 09	NAPA-OIL FITLERS	25.18	1 61845	25.18
			5929 0019 7890 09	NAPA-CAN TAP	5.33	1 61847	5.33
			5929 0019 7890 09	OREILLY-AC COMPRESSOR	251.26	1 61842	251.26
			5929 0019 7890 09	NAPA-AIR FILTERS	20.99	1 61842	10.49
						1 61842	10.50
			5929 0019 7890 09	NAPA-STARTER	211.01	1 61842	211.01
			5929 0019 7890 09	FLEETPRIDE-LIGHT, BRACKET	9.21	1 61845	9.21
			5929 0019 7890 09	AUTO VALVE-FREON	52.52	1 61847	52.52
			5929 0019 7890 09	NAPA-DOOR HANDLE	35.61	1 61842	35.61
			5929 0019 7890 09	AUTO VALVE-HOSE, HOSE CLAMP	26.74	1 35052	26.74
			5929 0019 7890 09	NAPA-SPARK PLUGS, CONNECTOR	54.02	1 61847	54.02
			5929 0019 7890 09	NAPA-BELT, CLIP, CLEANERS	58.75	1 35052	58.75
			5929 0019 7890 09	TITAN MACH-WATER PUMP	74.64	1 35052	74.64
			5929 0019 7890 09	NAPA-FLEXHOSE	32.51	1 35052	32.51
			5929 0019 7890 09	NAPA-STEERING WHEEL COVER	16.03	1 61842	16.03
			5929 0019 7890 09	TITAN MACH-FUEL PUMP, GASKET	58.71	1 15750	58.71
			5929 0019 7890 09	NAPA-HOSE, HOSE ENDS	24.23	2 21844	24.23
			5929 0019 7890 09	HASTING OUTDOOR-CARBURETOR	52.42	1 15750	52.42
			5929 0019 7890 09	OREILLY-DOOR LOCK SWITCH	24.74	1 61842	24.74
			5929 0019 7890 09	NAPA-DOOR LOCK ACTUATOR	41.71	1 61842	41.71
			5929 0019 7890 09	KULLY-IMPACT WRENCH	406.60	1 61847	406.60
			5929 0019 7890 09	NAPA-FILTER	4.91	1 61842	4.91
			5929 0019 7890 09	NAPA-RELAY	20.63	1 61842	20.63
			5929 0019 7890 09	SNAPON-SOCKET	27.78	1 35522	27.78
			5929 0019 7890 09	SNAPON-SOCKET	29.80	1 35522	29.80
			5929 0019 7890 09	GRAHAM-WHEEL BALANCE	10.14	1 61842	10.14
			5929 0019 7890 09	NAPA-SWAY BAR LINK, FILTER	39.18	1 45480	39.18
			5929 0019 7890 09	NAPA-SWAY BAR LINK	28.68	1 45480	28.68
			5930 0019 7244 09	MENARDS-DEHUMIDIFIER	256.79	1 69330	256.79
			5930 0019 7244 09	MENARDS-CHLORINE TABS	80.24	1 69330	80.24
			5930 0019 7244 09	HATTEN ELEC-MOTOR, CAPACATOI	305.72	1 69330	305.72
			5930 0019 7244 09	BIG G-FERTILIZER	104.84	1 69330	104.84
			5930 0019 7244 09	LANDMARK-QUICK LOCKS, PINS	97.35	1 69330	97.35
			5930 0019 7244 09	MENARDS-BALLAST	28.86	1 69330	28.86
			5930 0019 7244 09	HASTINGS HONDA-CHAIN LUBE	28.85	1 69330	28.85
			5930 0019 7244 09	WALMART-PICTURE FRAMES	50.50	1 69330	50.50
			5930 0019 7244 09	BIG G-TRIMMER LINE	45.24	1 69330	45.24

Distribution Register by Check



ACH PAYMENTS

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Check No	Supplier	Supplier Name	Invoice Number	Invoice Description	Invoice Amt	Charge Code	GL Amount
			5930 0019 7244 09	PRECISION HTG-CIRCUIT BOARD	197.96	1 69330	197.96
			5930 0019 7244 09	MENARDS-CHLORINE TABS	64.19	1 69330	64.19
			5930 0019 7244 09	MENARDS-CHLOR TABS, THERMOS	93.91	1 69330	93.91
			5930 0019 7244 09	BIG G-SPRAYER	139.09	1 69330	139.09
			5930 0019 7244 09	LANDMARK-FILTERS	71.61	1 69330	71.61
			5931 0019 6724 09	FASTENAL-ELECTICAL CONNECTOR	32.50	2 75115	32.50
			5931 0019 6724 09	BOSSELMAN-FUEL TANK METER	200.20	2 75065	200.20
			5931 0019 6724 09	NUTRIEN AG-PROPANE	20.89	2 75065	20.89
			5931 0019 6724 09	DELL-TONER CARTRIDGE	221.55	2 25490	221.55
			5932 0019 6038 09	BIG G-BUCKET, LID	36.26	2 20481	36.26
			5932 0019 6038 09	KULLY-FLANGE NUT	17.08	2 75065	17.08
			5932 0019 6038 09	ECHO-POWER PLUGS	32.68	1 69330	32.68
			5932 0019 6038 09	NAPA-IMPACT EXTENSION	22.93	2 25064	22.93
			5932 0019 6038 09	LANDMARK-MOWER PARTS	342.18	2 75065	342.18
			5932 0019 6038 09	KELLY-COMPRESSOR FILTER	92.97	2 85145	92.97
			5932 0019 6038 09	FASTENAL-WASHER, SCREWS, ROI	85.26	2 75065	85.26
			5932 0019 6038 09	BIG G-BUFFING PADS	25.34	2 75065	25.34
			5932 0019 6038 09	FASTENAL-BOLTS	27.85	2 75065	27.85
			5932 0019 6038 09	WICHITA RAILWAY SRV-GASKETS	227.90	2 95126	227.90
			5932 0019 6038 09	BIG G-ZIPLOCKS, PAPERTOWELS	30.10	2 75065	30.10
			5932 0019 6038 09	LINWELD-HALF RESPIRATORS	49.88	2 79275	49.88
			5932 0019 6038 09	KELLY-GREASE ZERK	8.70	2 75065	8.70
			5932 0019 6038 09	BIG G-WASHER	0.50	2 25115	0.50
			5932 0019 6038 09	LANDMARK-DOOR CYLINDER	18.26	2 75065	18.26
			5932 0019 6038 09	KULLY-ELBOWS	3.53	2 25115	3.53
			5932 0019 6038 09	LINWELD-WELDING WIRE	122.64	2 75065	122.64
			5932 0019 6038 09	BIG G-WATER, HYDRANT	135.12	2 25115	30.42
						2 75065	104.70
			5932 0019 6038 09	BIG G-PLIERS	32.72	2 25064	32.72
			5932 0019 6038 09	NAPA-WIPER BLADES, TIRE PATCH	76.03	1 61842	51.32
						2 75065	24.71
			5932 0019 6038 09	KELLY-FITTINGS	393.52	2 75065	393.52
			5932 0019 6038 09	ECHO-HOLE PLUGS	50.24	2 75115	50.24
			5932 0019 6038 09	GARRETT-FLAT REPAIR	30.12	2 75065	30.12
			5932 0019 6038 09	BIG G-PVC COATED GLOVES	6.42	2 75065	6.42
			5932 0019 6038 09	FASTENAL-SCREWS	4.85	2 75065	4.85
			5932 0019 6038 09	HATTEN-CAPACITORS	36.08	2 85115	36.08
			5932 0019 6038 09	KELLY-TOILET REPAIR PARTS	86.37	2 75065	86.37
			5932 0019 6038 09	NAPA-FILTERS	66.67	2 85126	66.67
			5932 0019 6038 09	NAPA-FILTERS, TIRE KIT, BRAKEC	91.15	2 75065	65.41
						2 95146	25.74
			5932 0019 6038 09	FASTENAL-NUTS, BOLTS, WASHER	84.98	2 95126	84.98
			5932 0019 6038 09	KULLY-SAWZALL BLADES	82.74	2 75065	82.74
			5932 0019 6038 09	FASTENAL-NUTS	63.29	2 75065	63.29
			5932 0019 6038 09	ECHO-EMERGENCY LIGHTS	288.16	2 85115	288.16
			5932 0019 6038 09	ECHO-FUSES	9.10	2 75065	9.10
			5932 0019 6038 09	KULLY-CORD SET	15.52	2 25064	15.52
			5932 0019 6038 09	NAPA-BAGHOUSE EX FAN BELTS	30.46	2 85127	30.46
			5932 0019 6038 09	NUTRIEN AG-PROPANE	18.99	2 75065	18.99
			5932 0019 6038 09	FASTENAL-CONNECTORS	45.52	2 75065	45.52
			5932 0019 6038 09	FASTENAL-FASTENERS	48.12	2 95065	48.12
			5932 0019 6038 09	DUTTON-CORD	67.26	2 95126	67.26
			5932 0019 6038 09	BIG G-ELBOWS	23.63	2 85115	23.63
			5932 0019 6038 09	FASTENAL-FASTENERS	48.12	2 95065	48.12
			5932 0019 6038 09	ECHO-ELECTRICAL BOXES, OUTLE	322.87	2 95015	322.87
			5932 0019 6038 09	LINWELD-SWEATBAND, GLOVES	112.49	2 79275	112.49
			5932 0019 6038 09	ECHO-BALLAST, LAMPS	264.26	2 24167	264.26
			5932 0019 6038 09	ECHO-LAMPS	137.90	2 85115	137.90
			5932 0019 6038 09	ECHO-ELECTRICAL FITTINGS	305.60	2 75115	305.60
			5932 0019 6038 09	NAPA-DOZER FILTERS	133.80	2 95146	133.80
			5932 0019 6038 09	FASTENAL-HALF STRUT	74.39	2 75115	74.39
			5932 0019 6038 09	KULLY-PIPE	1,520.46	2 25124	1,520.46
			5932 0019 6038 09	BIG G-BRUSH, SOAP, FILTERS, TA	149.53	2 75065	97.15
						2 95065	52.38
			5932 0019 6038 09	LANDMARK-MOWER BLADES	194.45	2 75065	194.45
			5932 0019 6038 09	FASTENAL-SCREWS	13.25	2 75065	13.25
					25,256.59		25,256.59
603215	76025	UNITED PARCEL SERVICE	00006838E9379	DELIVERY SERVICE	57.41	1 61630	29.00
						2 85037	28.41
			00006838E9389	DELIVERY SERVICE	89.69	1 35079	35.67
						1 35531	31.12
						1 61630	14.50
						2 85127	8.40
			00006838E9399	DELIVERY SERVICE	45.40	1 35531	16.40

Distribution Register by Check



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Check No	Supplier	Supplier Name	Invoice Number	Invoice Description	Invoice Amt	Charge Code	GL Amount
					192.50	1 61630	29.00
							192.50
603216	79325	WESTERN AREA POWER ADMIN.	BFPB000950819	POWER PURCHASES	127,939.02	2 22322	127,939.02
603217	30575	GREAT WEST LIFE	092019	PENSION DEPOSIT	94,927.96	1 62415	94,927.96
			092019-1	DEFERRED COMP	8,102.01	1 62417	8,102.01
			092019-2	ROTH CONTRIBUTIONS	10,986.53	1 62417	10,986.53
			100419	PENSION DEPOSIT	95,918.84	1 62415	95,918.84
			100419-1	DEFERRED COMP	7,951.79	1 62417	7,951.79
			100419-2	ROTH CONTRIBUTIONS	12,026.45	1 62417	12,026.45
					229,913.58		229,913.58
603218	34375	HERITAGE BANK	093019	INTERNET FEES	15.00	1 69210	15.00
603219	53775	NEBRASKA CHILD SUPPORT	092019	REMIT CHILD SUPPORT	2,720.00	1 62410	2,720.00
			100419	REMIT CHILD SUPPORT	2,720.00	1 62410	2,720.00
					5,440.00		5,440.00
603220	76225	UNITED STATES TREASURY	092019	FIT & FICA WITHHOLDING	155,069.70	1 62411	65,460.85
						1 62413	89,608.85
			100419	FIT & FICA WITHHOLDING	154,799.70	1 62411	65,626.45
						1 62413	89,173.25
					309,869.40		309,869.40

Checks & ACH Payments 3,131,130.55
Less Discounts (265.31)
Grand Total 3,130,865.24

Combined 1,681,554.93
Electric 1,449,310.31
Grand Total 3,130,865.24

10/14/19 VOUCHERS TO BE PAID

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City of Hastings

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
Fund: 001 GENERAL FUND							
Dept: 000.000							
001-000.000-477.160	Out-Of-Distrib						
	HASTINGS UTILITIES	ODF 2019-07	ODF 2019-07 LOT 24/BLOCK 2	0	09/30/2019	10/14/2019	3,075.00
	HASTINGS UTILITIES	ODF 2019-08	ODF 2019-08 LOT 24/BLOCK 3	0	09/30/2019	10/14/2019	3,075.00
	HASTINGS UTILITIES	ODF 2019-09	ODF 2019-09 LOT4/BLOCK 3	0	09/30/2019	10/14/2019	3,075.00
							9,225.00
Total Dept. 000000:							9,225.00
Dept: 010.000 City administrator's office							
001-010.000-721.050	Postage						
	MAILFINANCE	N7916938	MAIL METER 10/18/19 - 10/17/2	0	09/16/2019	10/14/2019	1,560.00
							1,560.00
001-010.000-727.200	R & M Building						
	DUTTON-LAINSON CO.	806859-1	BALLAST	0	09/09/2019	10/14/2019	154.77
	MENARDS - HASTINGS	85873	STRAW / PUMPKINS / GOURDS	0	09/19/2019	10/14/2019	63.66
	MENARDS - HASTINGS	85877	PLANTERS	0	09/19/2019	10/14/2019	39.98
	US BANK CORPORATE PAYM	MENARDS	MINI BLINDS - FRONT WINDOW	0	08/30/2019	10/14/2019	112.25
	US BANK CORPORATE PAYM	MENARDS	CREDIT - RETURN MINI BLINDS	0	09/12/2019	10/14/2019	-112.25
							258.41
001-010.000-729.050	Dues & Sub						
	GOV'T FINANCE OFFICERS /	82352006	GFOA MEMBERSHIP - NASH	0	09/16/2019	10/14/2019	225.00
	NE MUNICIPAL CLERKS' ASS	2019-20	MEMBERSHIP MEMBERSHIP/JACOBITZ 2019-	0	10/01/2019	10/14/2019	90.00
							315.00
001-010.000-729.150	Other Operat						
	CENTRAL NE COLLECTIONS	1943	PUBLIC RECORD BULLETIN 12	0	09/23/2019	10/14/2019	175.00
							175.00
001-010.000-730.050	Office Suppli						
	BUSINESS WORLD PRODUC	647333	CORRECTION TAPE/10X13 CL	0	09/19/2019	10/14/2019	33.95
							33.95
001-010.000-737.230	IT Software/E						
	CIVICPLUS INC	191801	CIVIC CLERK ANNUAL FEE/LIV	0	11/01/2019	10/14/2019	8,988.00
							8,988.00
001-010.000-737.650	Office Equipr						
	MICROFILM IMAGING SYSTE	80705	SCANNER RENT 10/1/19-12/31/	0	09/19/2019	10/14/2019	111.00
							111.00
Total Dept. City administrator's office:							11,441.36
Dept: 030.000 City attorney							
001-030.000-730.050	Office Suppli						
	EAKES OFFICE SOLUTIONS	7873489-0	RECEIPT BOOK / PENS	0	09/26/2019	10/14/2019	36.82
							36.82
Total Dept. City attorney:							36.82
Dept: 050.000 Mayor and council							
001-050.000-720.350	Training & Co						
	CORNHUSKER/THE//	ACT: GV 333	LODGING - LEAGUE CONFERE	0	09/24/2019	10/14/2019	1,308.00
	PTAK/DAVID//	REIMBURSEMENT	LEAGUE MEETING PARKING	0	09/26/2019	10/14/2019	22.50
	ROSENBERG/CHUCK//	REIMBUREMENTS	LEAGUE MTG EXP REIMBURSI	0	09/23/2019	10/14/2019	145.46
	SKUTNIK/GENEVIEVE//	REIMBURSEMENT	LEAGUE MEETING EXPENSES	0	09/23/2019	10/14/2019	167.68
							1,643.64
Total Dept. Mayor and council:							1,643.64
Dept: 070.000 Other governments							

INVOICE APPROVAL LIST BY FUND REPORT

10/14/19 VOUCHERS TO BE PAID

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
001-070.000-720.215	Lobbyist Acti						
	GREATER NEBRASKA CITIES	HAS0819	MONTHLY DUES - AUGUST	0	08/01/2019	10/14/2019	1,000.00
	O'HARA LINDSAY & ASSOCI	HAS0919	MONTHLY CONTRACT - LOBBY	0	09/01/2019	10/14/2019	1,000.00
							2,000.00
001-070.000-720.307	ELSA Transl						
	REAL TIME TRANSLATION, IT	114176	27 MINS USED 9/1 - 9/15, 2019	0	09/16/2019	10/14/2019	40.50
							40.50
001-070.000-720.470	Disability Insi						
	MUTUAL OF OMAHA	001011114399	DIV 1 (NONUT) LIFE/ADD/VOL I	0	10/01/2019	10/14/2019	3,398.82
							3,398.82
001-070.000-726.300	Waste Dispo:						
	WOODWARD'S DISPOSAL ST	8883-1655	SERVICE	0	09/23/2019	10/14/2019	2,847.50
							2,847.50
001-070.000-729.050	Dues & Subs						
	LEAGUE OF NE MUNICIPALIT	16713	MEMBERSHIP DUES 9/1/19-8/3	0	08/26/2019	10/14/2019	23,114.50
							23,114.50
001-070.000-729.211	Adams Co. E						
	ADAMS COUNTY CLERK	E.M.	EMERGENCY MGMT 7/19 - 9/19	0	09/26/2019	10/14/2019	11,343.68
							11,343.68
001-070.000-741.200	Building Impr						
	HEARTLAND CONCRETE AN	2429	BRICKYARD RENOVATION PR	0	09/27/2019	10/14/2019	52,243.08
	KIRKHAM, MICHAEL & ASSO	90161	PROFESSIONAL ENG SERVICE	0	09/20/2019	10/14/2019	2,922.61
							55,165.69
							Dept. Other governmental accounts: 97,910.69
Dept: 080.000 Development Servi							
001-080.000-723.050	Advertising						
	US BANK CORPORATE PAYM	FACEBOOK	ADVERTISING	0	09/30/2019	10/14/2019	50.00
							50.00
001-080.000-730.050	Office Suppli						
	US BANK CORPORATE PAYM	WALMART	OFFICE SUPPLIES - PHONE C	0	09/25/2019	10/14/2019	9.96
							9.96
							Total Dept. Development Services: 59.96
Dept: 110.000 Auditorium							
001-110.000-726.200	Telephone						
	CHARTER COMMUNICATION ACT: 8356151400029348		INTERNET SERV 10/18-11/17 A	0	10/08/2019	10/14/2019	10.00
	CHARTER COMMUNICATION ACT: 8356151400029348		INTERNET SERV 10/18-11/17 A	0	10/08/2019	10/14/2019	101.66
							111.66
001-110.000-727.200	R & M Buildir						
	A&E ELECTRIC	176	INSTALL MAIN LIGHTS	0	08/21/2019	10/14/2019	4,000.00
	DON SVOBODA PLUMBING L	11600	KITCHEN DRAIN CLEANING - A	0	08/29/2019	10/14/2019	107.10
	WILLIAMS EXTERMINATING,	50383	EXTERMINATING - SEPTEMBE	0	09/18/2019	10/14/2019	46.00
							4,153.10
001-110.000-737.200	Building Mair						
	EAKES OFFICE SOLUTIONS	7811695-1	MOP HEADS	0	08/01/2019	10/14/2019	15.96
							15.96
							Total Dept. Auditorium: 4,280.72
Dept: 120.000 Cemetery							
001-120.000-726.200	Telephone						
	CHARTER COMMUNICATION ACT: 83561400008425		SERVICE 10/9 - 11/8 - CEM	0	10/26/2019	10/14/2019	70.00

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							70.00
001-120.000-727.500	R & M Heavy						
	BIG G COMMERCIAL ACCOU	635880/1	CHAINSAW / EXTRA CHAIN	0	09/25/2019	10/14/2019	383.77
	MIDWEST TURF & IRRIGATIC	3827950-0	TORO PARTS	0	09/09/2019	10/14/2019	94.77
	MIDWEST TURF & IRRIGATIC	3827950-1	TORO PARTS	0	09/11/2019	10/14/2019	51.44
	THREE POINTS TIRE	21854	TIRES / JUNK TIRES	0	09/06/2019	10/14/2019	55.00
	TURFWERKS	0148597	OIL PLUGS	0	09/10/2019	10/14/2019	28.96
							613.94
001-120.000-730.050	Office Suppli						
	EAKES OFFICE SOLUTIONS	7865358-1	INK CARTRIDGES	0	09/13/2019	10/14/2019	59.98
							59.98
001-120.000-731.250	Fuel & Oil						
	SAPP BROS PETROLEUM IN	22847466	DIESEL FUEL	0	09/12/2019	10/14/2019	433.82
							433.82
001-120.000-737.705	Shop Supplie						
	MALOUF JR AND ASSOCIATE	IN-34011	PULL TOWELS	0	09/12/2019	10/14/2019	61.90
							61.90
Total Dept. Cemetery:							1,239.64
Dept: 130.000 Parks							
001-130.000-720.350	Training & Cr						
	US BANK CORPORATE PAYM	NERPA	CONFERENCE - LINCOLN 9.30	0	09/18/2019	10/14/2019	125.00
							125.00
001-130.000-726.200	Telephone						
	VIAERO WIRELESS	ACT: 14809	PARKS CELL 9/21 - 10/20	0	11/09/2019	10/14/2019	2.88
	WINDSTREAM COMMUNICA	ACT: 090239198	SERVICE 11/4 - 12/3	0	10/08/2019	10/14/2019	8.85
	WINDSTREAM COMMUNICA	ACT: 090239198	SERVICE 11/4 - 12/3	0	10/08/2019	10/14/2019	241.84
							253.57
001-130.000-727.200	R & M Buildir						
	CENTRAL NE EQUIPMENT, L	96211	OVERHEAD HOSE/SHOP SUPP	0	09/19/2019	10/14/2019	302.64
	DUTTON-LAINSON CO.	806610-1	RR REPAIRS	0	09/04/2019	10/14/2019	13.63
	DUTTON-LAINSON CO.	807382-1	RR REPAIRS	0	09/18/2019	10/14/2019	65.73
	KULLY PIPE & STEEL SUPPL	717282	DRINKING FOUNTAIN REPAIRS	0	09/05/2019	10/14/2019	13.51
	KULLY PIPE & STEEL SUPPL	717287	DRINKING FOUNTAIN REPAIRS	0	09/05/2019	10/14/2019	1.55
	PRESTO-X	4195817	PEST CONTROL SERV - REC E	0	09/17/2019	10/14/2019	126.00
	PRESTO-X	4104328	SMITH SB COMPLEX	0	09/06/2019	10/14/2019	56.00
	PROTEX CENTRAL, INC.	108908	DUNCAN FIELD/FIRE ALARM S	0	09/25/2019	10/14/2019	147.00
	REAMS SPRINKLER SUPPLY	S1464903.001	SPRINKLER SYSTEM REPAIRS	0	09/06/2019	10/14/2019	24.73
							750.79
001-130.000-727.500	R & M Heavy						
	BIG G COMMERCIAL ACCOU	634644/1	WIRE ROPE/CABLE SLEEVES	0	09/09/2019	10/14/2019	15.04
	BIG G COMMERCIAL ACCOU	634846/1	FASTENERS	0	09/11/2019	10/14/2019	1.81
	HATTEN ELECTRIC SERVICE	0073094-IN	SPRAYER TRIGGER SWITCH	0	09/09/2019	10/14/2019	9.00
	MIDWEST TURF & IRRIGATIC	3829466-00	CARBIDE	0	09/26/2019	10/14/2019	1,432.60
	PAVELKA TRUCK & TRAILER	76288	VEHICLE MAINTENANCE	0	09/11/2019	10/14/2019	274.23
							1,732.68
001-130.000-727.800	R & M Vehicl						
	BIG G COMMERCIAL ACCOU	635163/1	LINK CHAIN / HOOK	0	09/16/2019	10/14/2019	26.82
	N A P A AUTO PARTS	895202	VEHICLE REPAIR	0	09/11/2019	10/14/2019	10.87
	N A P A AUTO PARTS	895503	SPARK PLUGS/OIL FILTERS	0	09/12/2019	10/14/2019	46.18
	N A P A AUTO PARTS	897182	ENGINE COOLING SYSTEM	0	09/20/2019	10/14/2019	11.01
	N A P A AUTO PARTS	898018	VEHICLE REPAIR	0	09/24/2019	10/14/2019	76.97
							171.85
001-130.000-729.150	Other Operat						

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	PARKS DEPT. - PETTY CASH HASTINGS CHAMBER		CARL BAUMAN RETIREMENT	0	09/25/2019	10/14/2019	70.00
	S.O.S. PORTABLE TOILET IN	41748	PORTABLE TOILET UNITS - SE	0	09/14/2019	10/14/2019	80.00
							150.00
001-130.000-731.050	Asphalt & Ce						
	MENARDS - HASTINGS	85683	CONCRETE MIX	0	09/16/2019	10/14/2019	140.00
							140.00
001-130.000-731.150	Chemicals						
	VAN DIEST SUPPLY COMPAN	256672	ICE MELT	0	08/31/2019	10/14/2019	465.50
							465.50
001-130.000-731.400	Other Supplie						
	BIG G COMMERCIAL ACCOU	635421/1	FASTENERS	0	09/19/2019	10/14/2019	3.08
	BIG G COMMERCIAL ACCOU	635480/1	LIBS VB COURT / PEGS	0	09/19/2019	10/14/2019	7.88
	MENARDS - HASTINGS	85916	SHOP SUPPLIES	0	09/19/2019	10/14/2019	122.78
							133.74
001-130.000-737.100	Landscaping						
	EARL MAY SEED & NURSER	00053563	FALL LANDSCAPING	0	09/23/2019	10/14/2019	23.95
	MENARDS - HASTINGS	85876	FALL PLANTERS	0	09/19/2019	10/14/2019	39.98
	MENARDS - HASTINGS	86128	FALL LANDSCAPING	0	09/23/2019	10/14/2019	14.94
							78.87
001-130.000-737.650	Office Equipr						
	BIG G COMMERCIAL ACCOU	635495/1	BUNGEE BALL/CLOCK/SCRAP	0	09/20/2019	10/14/2019	55.22
							55.22
						Total Dept. Parks:	4,057.22
Dept: 140.000	Water Park						
001-140.000-726.200	Telephone						
	WINDSTREAM COMMUNICA	ACT: 090766033	SERVICE 10/19 - 11/18	0	10/23/2019	10/14/2019	11.83
	WINDSTREAM COMMUNICA	ACT: 090766033	SERVICE 9/19 - 10/18	0	09/23/2019	10/14/2019	11.83
							23.66
001-140.000-731.205	Concessions						
	DOMINO'S PIZZA		PIZZA CONCESSIONS - COMM ROOM	0	07/13/2019	10/14/2019	23.52
	J & S FOODS		REIMBURSEMENT REIMBURSE - TACO MEAT PUF	0	06/05/2019	10/14/2019	377.60
							401.12
						Total Dept. Water Park:	424.78
Dept: 145.000	Recreation prograr						
001-145.000-720.300	Professional						
	TEAMSIDELINE.COM	TS-INV-7131	USE OF SITE/COMMUNICATIO	0	09/03/2019	10/14/2019	599.00
							599.00
001-145.000-720.331	Adult Act. Co						
	LEMBURG/BRYON//	REC19-26	UMPIRE - 3 GAMES @ \$22EA	0	09/26/2019	10/14/2019	66.00
	NELSON/BRENT//	REC09-14	UMPIRE - 3 GAMES @ \$24EA	0	09/26/2019	10/14/2019	72.00
	SADD/MIRANDA//	REC19-27	UMPIRE - 3 GAMES @ \$22EA	0	09/26/2019	10/14/2019	66.00
	SMITH/PAMELA//	SENIOR FEST	SENIOR FEST ENTERTAINMEN	0	09/15/2019	10/14/2019	175.00
	TATE/JAMES//	REC13-10	UMPIRE - 5 GAMES @ \$22EA	0	09/26/2019	10/14/2019	110.00
							489.00
001-145.000-720.350	Training & Co						
	US BANK CORPORATE PAYM	NERPA	CONFERENCE-LINCOLN 9.30-	0	09/17/2019	10/14/2019	260.00
	US BANK CORPORATE PAYM	NERPA	CONFERENCE - LINCOLN 9.30	0	09/17/2019	10/14/2019	260.00
	US BANK CORPORATE PAYM	NERPA	CONFERENCE - LINCOLN 9.30	0	09/18/2019	10/14/2019	125.00
							645.00
001-145.000-723.050	Advertising						
	PLATTE RIVER RADIO INC	46241-1	RADIO ADS / UPCOMING EVEN	0	09/05/2019	10/14/2019	499.00

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							499.00
001-145.000-729.050	Dues & Subs SWANK MOTION PICTURES,	2736445	MOVIE - HOW TO TRAIN DRAG	0	08/26/2019	10/14/2019	435.00
							435.00
001-145.000-729.150	Other Operat ZIMMERMAN PRINTING &	57794	3 X 5 MESH BANNERS	0	07/12/2019	10/14/2019	450.00
							450.00
001-145.000-730.050	Office Suppli EAKES OFFICE SOLUTIONS	7874218-0	OFFICE SUPPLIES	0	09/26/2019	10/14/2019	18.94
	EAKES OFFICE SOLUTIONS	7874226-0	PENS	0	09/26/2019	10/14/2019	13.14
	EAKES OFFICE SOLUTIONS	7874218-1	OFFICE SUPPLIES	0	09/27/2019	10/14/2019	110.82
							142.90
001-145.000-731.401	Adult Rec Su NE SOFTBALL ASSOCIATION	09242019	LINE-UP CARDS	0	09/24/2019	10/14/2019	15.00
							15.00
Total Dept. Recreation programming:							3,274.90
Dept: 150.000 Library							
001-150.000-720.300	Professional UNIQUE MANAGEMENT SVC	558126	COLLECTION SERVICES	0	09/01/2019	10/14/2019	196.90
							196.90
001-150.000-720.310	Library Softw BIBLIOTHECA, LLC	INV-US253550	RFID GATE / LIBRARY CONNEX	0	08/16/2019	10/14/2019	10,485.00
	US BANK CORPORATE PAYM	QUIP	GROUP SOFTWARE	0	09/24/2019	10/14/2019	10.00
							10,495.00
001-150.000-720.350	Training & Co US BANK CORPORATE PAYM	IA LIB ASSOC	CONFERENCE - T. LENTZ	0	09/20/2019	10/14/2019	155.00
	US BANK CORPORATE PAYM	IA LIB ASSOC	CONFERENCE - K. HRUSKA	0	09/13/2019	10/14/2019	170.00
							325.00
001-150.000-727.200	R & M Buildir ELECTRONIC SYSTEMS, INC	30241	FIRE ALARM INSPECTION	0	09/19/2019	10/14/2019	75.00
	HOWARD'S GLASS	49748	REPAIR AUTOMATIC OPENER	0	09/19/2019	10/14/2019	64.00
	SPRING FRESH CLEANING S	3411	JANITORIAL SERVICE - SEPT	0	09/26/2019	10/14/2019	2,023.55
	US BANK CORPORATE PAYM	AMAZON	REFRIGERATOR FILTER	0	09/12/2019	10/14/2019	38.00
							2,200.55
001-150.000-727.600	R & M Office HOMETOWN LEASING	ACT: 22793980	LEASE PAYMENT - LIBRARY	0	08/01/2019	10/14/2019	7,452.00
	PROFORMA	SO104468	MAKER SPACE EQUIP REPAIR	0	08/01/2019	10/14/2019	578.45
	PROFORMA	SO104416	MAKER SPACE EQUIP REPAIR	0	08/01/2019	10/14/2019	456.25
							8,486.70
001-150.000-729.149	Processing F BAKER & TAYLOR, INC.	2034735646	BOOKS & PROCESSING	0	08/27/2019	10/14/2019	133.70
	BAKER & TAYLOR, INC.	2034753671	BOOKS & PROCESSING	0	08/29/2019	10/14/2019	262.10
	BAKER & TAYLOR, INC.	2034768662	BOOKS & PROCESSING	0	09/07/2019	10/14/2019	192.25
	BAKER & TAYLOR, INC.	2034774056	BOOKS & PROCESSING	0	09/11/2019	10/14/2019	132.55
	MIDWEST TAPE	97878343	MARC PROCESSING	0	08/31/2019	10/14/2019	1.20
	MIDWEST TAPE	97878344	MARC PROCESSING	0	08/31/2019	10/14/2019	34.80
	MIDWEST TAPE	97913403	DVD'S / PROCESSING	0	09/10/2019	10/14/2019	28.50
	MIDWEST TAPE	97975506	DVD'S / PROCESSING	0	09/24/2019	10/14/2019	28.85
							813.95
001-150.000-730.050	Office Suppli BUSINESS WORLD PRODUC	021740	PENS/POSTAGE LABELS/MAIL	0	09/20/2019	10/14/2019	109.26
							109.26

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001-150.000-730.056	Library Make						
	OFFICE SYSTEMS CO.	255911	LRG PRINTER PHOTO PAPER	0	09/17/2019	10/14/2019	371.10
	WAL-MART COMMUNITY	03929	MAKERSPACE SUPPLIES	0	09/26/2019	10/14/2019	7.94
							379.04
001-150.000-730.110	Electronic Da						
	NE LIBRARY COMMISSION	29635	MANGO LANG 10.1.19 - 9.30.20	0	09/06/2019	10/14/2019	3,684.78
							3,684.78
001-150.000-730.115	Library Collec						
	BAKER & TAYLOR, INC.	0003180587	CREDIT - RETURN BOOK	0	08/28/2019	10/14/2019	-8.98
	BAKER & TAYLOR, INC.	2034735646	BOOKS & PROCESSING	0	08/27/2019	10/14/2019	453.38
	BAKER & TAYLOR, INC.	2034753671	BOOKS & PROCESSING	0	08/29/2019	10/14/2019	770.44
	BAKER & TAYLOR, INC.	5015688955	BOOKS	0	09/04/2019	10/14/2019	55.11
	BAKER & TAYLOR, INC.	2034768662	BOOKS & PROCESSING	0	09/07/2019	10/14/2019	585.07
	BAKER & TAYLOR, INC.	5015703651	BOOKS	0	09/11/2019	10/14/2019	144.06
	BAKER & TAYLOR, INC.	2034774056	BOOKS & PROCESSING	0	09/11/2019	10/14/2019	385.96
	GALE-CENGAGE LEARNING	67938327	BOOKS	0	08/29/2019	10/14/2019	43.49
	GALE-CENGAGE LEARNING	68062718	BOOKS	0	09/03/2019	10/14/2019	38.92
	GALE-CENGAGE LEARNING	68179372	BOOKS	0	09/06/2019	10/14/2019	37.48
	GALE-CENGAGE LEARNING	68178527	BOOKS	0	09/06/2019	10/14/2019	98.96
	GALE-CENGAGE LEARNING	68179078	BOOKS	0	09/06/2019	10/14/2019	47.23
	GALE-CENGAGE LEARNING	68264586	BOOKS	0	09/09/2019	10/14/2019	123.96
	GALE-CENGAGE LEARNING	67045621	BOOKS	0	05/08/2019	10/14/2019	23.99
	GALE-CENGAGE LEARNING	68500438	BOOKS	0	09/18/2019	10/14/2019	47.23
	GALE-CENGAGE LEARNING	68478678	BOOKS	0	09/17/2019	10/14/2019	47.23
	GALE-CENGAGE LEARNING	68400154	BOOKS	0	09/13/2019	10/14/2019	42.74
	JOHNSON COUNTRY LIBRA	195315079	LOST ILL REPLACEMENT CHR	0	09/17/2019	10/14/2019	9.95
	MIDWEST TAPE	97913403	DVD'S / PROCESSING	0	09/10/2019	10/14/2019	59.45
	MIDWEST TAPE	97975506	DVD'S / PROCESSING	0	09/24/2019	10/14/2019	148.92
	N.A.D.A. APPRAISAL GUIDES	R-9-19-588407	VEHICLE APPRAISER GUIDE F	0	09/17/2019	10/14/2019	203.30
	RECORDED BOOKS, LLC	76510487	EAUDIO	0	08/30/2019	10/14/2019	150.00
	RECORDED BOOKS, LLC	76511709	EAUDIO	0	09/04/2019	10/14/2019	56.90
	RECORDED BOOKS, LLC	76515003	EAUDIO	0	09/12/2019	10/14/2019	56.90
	RECORDED BOOKS, LLC	76519550	AUDIOBOOKS	0	09/20/2019	10/14/2019	264.60
	US BANK CORPORATE PAYM	AMAZON	BOOKS	0	09/24/2019	10/14/2019	21.60
	US BANK CORPORATE PAYM	AMAZON	UKULELE CASES	0	09/20/2019	10/14/2019	41.92
	US BANK CORPORATE PAYM	AMAZON	UKULELE CASES	0	09/19/2019	10/14/2019	43.92
	US BANK CORPORATE PAYM	AMAZON	BOOKS	0	09/13/2019	10/14/2019	8.79
	US BANK CORPORATE PAYM	AMAZON	BOOKS	0	09/15/2019	10/14/2019	14.39
	US BANK CORPORATE PAYM	AMAZON	CREDIT RETURNS	0	09/12/2019	10/14/2019	-3.55
	US BANK CORPORATE PAYM	AMAZON	AMAZON PRIME	0	09/11/2019	10/14/2019	13.90
	US BANK CORPORATE PAYM	AMAZON	BOOKS	0	09/11/2019	10/14/2019	16.99
	US BANK CORPORATE PAYM	AMAZON	BOOKS	0	09/11/2019	10/14/2019	21.99
	US BANK CORPORATE PAYM	AMAZON	BOOKS	0	09/10/2019	10/14/2019	10.09
	US BANK CORPORATE PAYM	AMAZON	EBOOKS	0	09/10/2019	10/14/2019	100.00
	US BANK CORPORATE PAYM	AMAZON	CREDIT - RETURNS	0	09/10/2019	10/14/2019	-2.19
	US BANK CORPORATE PAYM	AMAZON	CREDIT - RETURNS	0	09/06/2019	10/14/2019	-26.90
	US BANK CORPORATE PAYM	AMAZON	CREDIT - RETURNS	0	09/06/2019	10/14/2019	-17.78
	US BANK CORPORATE PAYM	AMAZON	BOOK	0	09/20/2019	10/14/2019	14.95
	US BANK CORPORATE PAYM	AMAZON	BOOKS	0	09/16/2019	10/14/2019	12.05
							4,156.46

Total Dept. Library: 30,847.64

Dept: 220.000 911 center

001-220.000-730.050	Office Suppli						
	WAL-MART COMMUNITY	05803	DINNER WARE	0	09/05/2019	10/14/2019	45.73
							45.73

Total Dept. 911 center: 45.73

Dept: 230.000 Hastings Fire & Re

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001-230.000-737.705	Shop Supplie						
	MENARDS - HASTINGS	85172	SMOKE ALARMS/CLEANER/OIL	0	09/07/2019	10/14/2019	25.60
	MENARDS - HASTINGS	85319	TARPS	0	09/10/2019	10/14/2019	44.97
							70.57
Total Dept. Hastings Fire & Rescue:							5,040.79
Dept: 230.300 Ambulance Service							
001-230.300-720.350	Training & Co						
	JONES & BARTLETT LEARNI	4151990	8 PHTLS MANUALS	0	09/12/2019	10/14/2019	434.45
	JONES & BARTLETT LEARNI	4151991	PHTLS - INSTRUCTORS PACK	0	09/11/2019	10/14/2019	42.71
	US BANK CORPORATE PAYM	MLMH	ACLS RENEWAL COURSE - IS	0	09/20/2019	10/14/2019	115.00
							592.16
001-230.300-727.800	R & M Vehicl						
	ELDON'S AUTOMOTIVE REP,	17649	R-9 REPLACE BATTERIES	0	09/16/2019	10/14/2019	546.42
	N A P A AUTO PARTS	888897	R-9 GASKET	0	08/12/2019	10/14/2019	1.98
	N A P A AUTO PARTS	897738	R-5 CIRCUIT BREAKER	0	09/23/2019	10/14/2019	8.49
							556.89
001-230.300-731.250	Fuel & Oil						
	O'REILLY AUTO PARTS	0764-283522	R-6 DEF FLUID	0	09/15/2019	10/14/2019	19.98
							19.98
001-230.300-731.350	Medical Supp						
	BOUND TREE MEDICAL LLC	83342844	EPINEPHRINE	0	09/10/2019	10/14/2019	87.90
	BOUND TREE MEDICAL LLC	83348018	MEDICAL SUPPLIES	0	09/13/2019	10/14/2019	2,183.82
	BOUND TREE MEDICAL LLC	83349882	MEDICAL SUPPLIES	0	09/16/2019	10/14/2019	22.80
	BOUND TREE MEDICAL LLC	83353333	ROCURONIUM	0	09/18/2019	10/14/2019	95.90
	BOUND TREE MEDICAL LLC	83353334	MEDICAL SUPPLIES	0	09/18/2019	10/14/2019	797.14
	MATHESON TRIGAS-LINWEL	20374077	OXYGEN	0	09/13/2019	10/14/2019	76.95
	MATHESON TRIGAS-LINWEL	20391309	OXYGEN	0	09/18/2019	10/14/2019	60.25
	MATHESON TRIGAS-LINWEL	20408465	OXYGEN	0	09/23/2019	10/14/2019	60.25
	ZOLL MEDICAL CORPORATI	2938833	MEDICAL SUPPLIES	0	09/20/2019	10/14/2019	420.00
							3,805.01
Total Dept. Ambulance Service:							4,974.04
Dept: 240.000 Police							
001-240.000-720.300	Professional						
	CBS - REPORTING SERVICE	390440	2 MONTHLY MEMBERSHIPS	0	08/31/2019	10/14/2019	10.00
	MAAR/RAQUEL//	P192861	INTERPRET - TO LOCATION	0	09/08/2019	10/14/2019	50.00
							60.00
001-240.000-720.350	Training & Co						
	CONSOLIDATED MANAGEME	217135	41 MEALS 9.19 - 9.25 -- HPD	0	09/25/2019	10/14/2019	283.34
	NE LAW ENFORCEMENT TR	8589	PATROL RIFLE INSTRUCTOR F	0	09/22/2019	10/14/2019	52.00
							335.34
001-240.000-721.050	Postage						
	POLICE DEPT. - PETTY CAS	USPS	POSTAGE	0	09/26/2019	10/14/2019	7.45
	US BANK CORPORATE PAYM	USPS	POSTAGE	0	09/11/2019	10/14/2019	20.65
	US BANK CORPORATE PAYM	USPS	POSTAGE	0	09/17/2019	10/14/2019	41.72
	US BANK CORPORATE PAYM	USPS	POSTAGE	0	09/20/2019	10/14/2019	10.69
							80.51
001-240.000-724.050	Printing						
	CORNHUSKER PRESS	P189666	BUSINESS CARDS	0	09/13/2019	10/14/2019	198.81
	EAKES OFFICE SOLUTIONS	INV157108	UPSTAIRS COPY CONTRACT -	0	09/18/2019	10/14/2019	71.93
							270.74
001-240.000-727.200	R & M Buildir						
	PRESTO-X	4343583	BIRD BAITING SERVICE - SEP1	0	09/19/2019	10/14/2019	88.20

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							88.20
001-240.000-727.206	Mowing Prop VAREL/VINCENT H./	VARIOUS PROP	AUGUST MOWING FEES	0	09/01/2019	10/14/2019	150.00
							150.00
001-240.000-727.600	R & M Office WAL-MART COMMUNITY	008845	3 PRINTERS / INK CART	0	09/05/2019	10/14/2019	294.56
							294.56
001-240.000-727.800	R & M Vehicl ACE AUTOMOTIVE, INC.	42443	OIL CHANGE	0	09/10/2019	10/14/2019	39.98
	ACE AUTOMOTIVE, INC.	42447	OIL CHANGE/R&R RREAR STR	0	09/10/2019	10/14/2019	82.98
	ACE AUTOMOTIVE, INC.	42413	R&R HEADLIGHT & CONNECTO	0	09/05/2019	10/14/2019	140.00
	ACE AUTOMOTIVE, INC.	42418	R&R FRONT ROTORS	0	09/05/2019	10/14/2019	396.42
	ACE AUTOMOTIVE, INC.	42455	R&R LICENSE PLATE BULB	0	09/11/2019	10/14/2019	22.50
	ACE AUTOMOTIVE, INC.	42466	OIL CHANGE	0	09/12/2019	10/14/2019	39.98
	ACE AUTOMOTIVE, INC.	42497	OIL CHANGE	0	09/17/2019	10/14/2019	39.98
	ACE AUTOMOTIVE, INC.	42517	R&R WIRES & HEADLIGHT BOI	0	09/19/2019	10/14/2019	154.26
	HASTINGS FORD LINCOLN	83283	R&R PASSENGER FRONT WHL	0	09/04/2019	10/14/2019	137.11
	PLATTE VALLEY COMMUNIC	32924	R&R SIREN	0	09/19/2019	10/14/2019	141.50
	POLICE DEPT. - PETTY CASH	GRACE'S	BRASS TAGS	0	09/17/2019	10/14/2019	2.25
	POLICE DEPT. - PETTY CASH	CO TREASURER	VEHICLE TITLE FEE	0	09/17/2019	10/14/2019	10.00
	WAL-MART COMMUNITY	07245	CAR CLEANING SUPPLIES	0	09/09/2019	10/14/2019	59.10
	WAL-MART COMMUNITY	03006	RX 2 IN 1 WINDOW CLEANER/I	0	09/25/2019	10/14/2019	9.45
							1,275.51
001-240.000-731.200	Food Supplie US BANK CORPORATE PAYM	USPS	POSTAGE	0	09/09/2019	10/14/2019	36.28
							36.28
001-240.000-737.200	Building Mair ARAMARK UNIFORM SERVIC	1901591910	TOWELS/MATS/DUST MOPS	0	09/18/2019	10/14/2019	144.49
							144.49
001-240.000-738.055	Field Equipm MENARDS - HASTINGS	85900	BOARDS & DRYWALL PANEL	0	09/19/2019	10/14/2019	16.97
	S.O.S. PORTABLE TOILET IN	41906	PORTABLE TOILET UNITS - AU	0	09/15/2019	10/14/2019	50.00
	WAL-MART COMMUNITY	07844	BATTERIES /SUPERGLUE	0	09/13/2019	10/14/2019	91.58
							158.55
							Total Dept. Police:
							2,894.18
Dept: 330.000 EPA mandates							
001-330.000-729.400	EPA Legal Fe SULLIVAN, SHOEMAKER PC,	7250.500	LEGAL EXP / EPA - AREA WIDE	0	09/27/2019	10/14/2019	1,069.08
							1,069.08
001-330.000-729.405	EPA Outside DUTTON-LAINSON CO.	2612421	REIMB 1/2 KUTAK ROCK IN261	0	09/12/2019	10/14/2019	436.50
	SWARTZ CAMPBELL LLC	852242	SERVICES THRU 7/31/19 - DR	0	08/28/2019	10/14/2019	1,725.00
							2,161.50
							Total Dept. EPA mandates:
							3,230.58
Dept: 330.100 EPA 2nd street sub							
001-330.100-729.422	Letter of Cred GREAT WESTERN BANK	19-20 LOC	LETTER OF CREDIT10/2019-9/	0	09/18/2019	10/14/2019	6,125.81
							6,125.81
001-330.100-729.438	2nd St EPA C U.S. ENVIROMENTAL PROTE	SITE ID: 07S2	HASTINGS GW SUPERFUND S	0	11/01/2019	10/14/2019	317,797.33
							317,797.33

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Total Dept. EPA 2nd street subsite:							323,923.14
Dept: 620.000 Airport							
001-620.000-726.200	Telephone						
	ALLO COMMUNICATIONS	303-5021	AIRPORT FIBER INTERNET	0	09/24/2019	10/14/2019	105.36
							105.36
001-620.000-727.200	R & M Buildir						
	GRACE'S LOCKSMITH SERV	61820	KEYS	0	09/18/2019	10/14/2019	14.00
							14.00
001-620.000-729.150	Other Operat						
	GENESIS LAMP CORPORATI	70231	24 - 6.6A/30W/EXL OSRAM 588	0	08/14/2019	10/14/2019	391.82
							391.82
Total Dept. Airport:							511.18
tal Fund GENERAL FUND:							505,062.01
Fund: 090 I.T. FUND							
Dept: 000.000							
090-000.000-737.215	Computer Sc						
	SEAMLESS DOCS	2900	SUBSCRIPTION FEE: PREMIUM	0	09/20/2019	10/14/2019	2,334.15
	SOLARWINDS MSP CANADA	INV00862727	N-CENTRAL RMM SOLUTION	0	09/01/2019	10/14/2019	4,644.00
							6,978.15
090-000.000-737.216	Computer Sc						
	SEAMLESS DOCS	2900	SUBSCRIPTION FEE: PREMIUM	0	09/20/2019	10/14/2019	2,852.85
	SOLARWINDS MSP CANADA	INV00862727	N-CENTRAL RMM SOLUTION	0	09/01/2019	10/14/2019	5,676.00
							8,528.85
Total Dept. 000000:							15,507.00
Total Fund I.T. FUND:							15,507.00
Fund: 111 1999 BUSINESS IMPRC							
Dept: 000.000							
111-000.000-720.300	Professional :						
	R A C INVESTMENTS	OCTOBER 2019	OCTOBER DIRECTOR SALARY	0	10/01/2019	10/14/2019	1,808.37
							1,808.37
111-000.000-723.110	Public Improv						
	HASTINGS YOUNG PROFES:	000322	DOWNTOWN TOUR SPONSOR	0	09/18/2019	10/14/2019	300.00
	OLSSON	337754	DESIGN SERVICES THRU 9/7 -	0	09/16/2019	10/14/2019	370.00
							670.00
111-000.000-727.201	R & M Groun						
	HASTINGS COMPLETE LAWI	0001128	SPRAY WEEDS	0	09/01/2019	10/14/2019	300.00
							300.00
111-000.000-728.100	Rent						
	COMMUNITY REDEVELOPMI	OCT 2019	OCTOBER RENT	0	10/01/2019	10/14/2019	225.00
							225.00
Total Dept. 000000:							3,003.37
ESS IMPROVEMENT DIST:							3,003.37
Fund: 130 LIBRARY GRANT FUNI							
Dept: 000.000							
130-000.000-720.357	Library Progr						
	LAWSON/PIPPA G//	120619	STORY OF ORPHAN TRAIN PR	0	09/01/2019	10/14/2019	450.00
	PARKS AND RECREATION DI	SEINOR FEST 2019	SENIOR FEST BOOTH	0	10/09/2019	10/14/2019	25.00

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170-170.100-721.100	Shipping						
	MUSEUM - PETTY CASH	POSTOFFICE	POSTAGE - STORE ITEM	0	08/09/2019	10/14/2019	8.30
	MUSEUM - PETTY CASH	POST OFFICE	POSTAGE - STORE ITEM	0	08/12/2019	10/14/2019	25.50
	NE AIR FILTER, INC.	0371289-IN	HVAC FILTERS / FREIGHT	0	09/25/2019	10/14/2019	36.58
							70.38
170-170.100-723.050	Advertising						
	HASTINGS TRIBUNE	ACT: 6984	ANNUAL SUBSCRIPTION	0	10/01/2019	10/14/2019	155.00
	US BANK CORPORATE PAYM	FACEBOOK	SEPTEMBER POSTS	0	08/31/2019	10/14/2019	457.07
	US BANK CORPORATE PAYM	ADOBE CREATIVE	MONTHLY FEE	0	09/17/2019	10/14/2019	32.09
							644.16
170-170.100-724.050	Printing						
	EAKES OFFICE SOLUTIONS	INV154190	METER READING	0	09/04/2019	10/14/2019	19.04
	US BANK CORPORATE PAYM	PACKLANE	MEMBERSHIP BOXES	0	08/29/2019	10/14/2019	538.72
	US BANK CORPORATE PAYM	VISTAPRINT	MEMBERSHIP CARDS	0	08/29/2019	10/14/2019	31.56
							589.32
170-170.100-724.100	Film Print Co						
	MUSEUM - PETTY CASH	POST OFFICE	FILM BOOKING - TOY STORY 4	0	08/15/2019	10/14/2019	1.25
	MUSEUM - PETTY CASH	POST OFFICE	FILM BOOKING - THE FAREWE	0	08/21/2019	10/14/2019	1.25
							2.50
170-170.100-727.200	R & M Buildir						
	MENARDS - HASTINGS	85966	DRILL BIT / MISC SUPPLIES	0	09/20/2019	10/14/2019	32.10
							32.10
170-170.100-727.500	R & M Heavy						
	NE AIR FILTER, INC.	0371289-IN	HVAC FILTERS / FREIGHT	0	09/25/2019	10/14/2019	63.60
	NE AIR FILTER, INC.	0371289-IN	HVAC FILTERS / FREIGHT	0	09/25/2019	10/14/2019	238.08
							301.68
170-170.100-727.600	R & M Office						
	HOMETOWN LEASING	ACT: 22794502	COPIER LEASE PAYMENT - ML	0	09/11/2019	10/14/2019	2,382.00
							2,382.00
170-170.100-728.150	Film Royalty						
	MUSEUM - PETTY CASH	POST OFFICE	FILM BOOKING - TOY STORY 4	0	08/15/2019	10/14/2019	200.00
	MUSEUM - PETTY CASH	POST OFFICE	FILM BOOKING - THE FAREWE	0	08/21/2019	10/14/2019	250.00
	NWAVE PICTURES DISTRIBL	19-6883	WILD CATS 3D MATERIAL FEE	0	08/12/2019	10/14/2019	950.00
	SONY PICTURES	SPIDER MAN	FILM: SPIDER MAN FAR FROM	0	09/23/2019	10/14/2019	196.35
							1,596.35
170-170.100-729.150	Other Operat						
	WOODWARD'S DISPOSAL S	8883-1822	SEPT DOCUMENT DESTRUCT	0	09/23/2019	10/14/2019	5.00
							5.00
170-170.100-730.050	Office Suppli						
	AMAZON CAPITAL SERVICE	1DPT-H194-DMCL	ROSS PLANNER/BREAKRM CA	0	09/12/2019	10/14/2019	33.29
							33.29
170-170.100-730.054	Store Fixture						
	US BANK CORPORATE PAYM	CLEAR SOLUTIONS	STORE DISPLAYS	0	08/27/2019	10/14/2019	1,780.75
							1,780.75
170-170.100-731.205	Concessions						
	PASTIME LANES	9	83 BAGS OF POPCORN	0	09/10/2019	10/14/2019	996.00
	PEPSI-COLA BOTTLING CO.	6100018667	CONCESSIONS	0	09/10/2019	10/14/2019	187.15
	PEPSI-COLA BOTTLING CO.	6100019111	CONCESSIONS	0	09/17/2019	10/14/2019	131.85
	PEPSI-COLA BOTTLING CO.	6100019574	CONCESSIONS	0	09/24/2019	10/14/2019	72.10
	WAL-MART COMMUNITY	SAMS CLUB	CREDIT - DBL PAID ON SAMS C	0	09/01/2019	10/14/2019	-110.80
							1,276.30
170-170.100-731.215	Penny Press						

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	CTM GROUP INC	AUG19PENJE4-4070	AUGUST PENNY READING	0	08/31/2019	10/14/2019	110.18
							110.18
170-170.100-731.408	Educational I						
	AMAZON CAPITAL SERVICE	1WDW-LRRJ-R1M3	TRAIN SETS	0	09/12/2019	10/14/2019	194.79
	AMAZON CAPITAL SERVICE	1WFD-FF96-9WDR	BOOKS FOR TRAIN EXHIBIT	0	09/16/2019	10/14/2019	27.95
	ANIMAL EDUTAINMENT INC	10930	DEPOSIT FOR CRITTER MAN E	0	06/01/2019	10/14/2019	500.00
	MUSEUM - PETTY CASH	DOLLAR GENERAL	REIMBURSE RUSSANNE HOFF	0	08/08/2019	10/14/2019	11.77
	US BANK CORPORATE PAYM	ETSY	TRAIN PRINTABLES	0	09/10/2019	10/14/2019	6.44
	US BANK CORPORATE PAYM	CRAZY COW	SIOUX STYLE DRUM	0	09/24/2019	10/14/2019	108.95
	WAL-MART COMMUNITY	03366	MISC EDU SUPPLIES	0	09/25/2019	10/14/2019	94.22
							944.12
170-170.100-737.100	Landscaping						
	MENARDS - HASTINGS	85966	DRILL BIT / MISC SUPPLIES	0	09/20/2019	10/14/2019	24.99
	MUSEUM - PETTY CASH	PREMIER STOP	REIMBURSE ROSS HEEREN - I	0	08/08/2019	10/14/2019	28.00
							52.99
170-170.100-737.200	Building Mair						
	BIG G COMMERCIAL ACCOU	635283/1	2 STATE FLAGS / 2 US FLAGS	0	09/17/2019	10/14/2019	129.74
	MENARDS - HASTINGS	85966	DRILL BIT / MISC SUPPLIES	0	09/20/2019	10/14/2019	14.76
							144.50
170-170.100-737.205	Electrical Sup						
	ECHO SYSTEMS	S8200988.001	FLOURESCENT BULBS	0	09/11/2019	10/14/2019	134.25
	MENARDS - HASTINGS	85966	DRILL BIT / MISC SUPPLIES	0	09/20/2019	10/14/2019	39.99
							174.24
170-170.100-737.210	Exhibit Suppl						
	DUTTON-LAINSON CO.	S10382-1	TRACK LIGHTING	0	09/18/2019	10/14/2019	240.00
	SHERWIN-WILLIAMS	3059-6	PAINT FOR EXHIBITS	0	09/10/2019	10/14/2019	121.75
	US BANK CORPORATE PAYM	SMARTPRESS	FLOOR GRAPHICS	0	09/23/2019	10/14/2019	551.85
	WAL-MART COMMUNITY	05805	PICTURE HANGERS	0	09/15/2019	10/14/2019	37.40
							951.00
170-170.100-737.212	Event Expen:						
	RUSS'S MARKET	5571	FOOD FOR FILM PREMIER	0	09/15/2019	10/14/2019	24.00
							24.00
Total Dept. Museum administration:							11,493.86
Total Fund MUSEUM FUND:							11,493.86
Fund: 180 STREET FUND							
Dept: 000.000							
180-000.000-720.350	Training & Co						
	GARETT/DAVID L./	REIMBURSEMENT	ASPHALT DEMO - SALINA, KS	0	09/17/2019	10/14/2019	201.84
							201.84
180-000.000-721.050	Postage						
	US BANK CORPORATE PAYM	USPS	CERT MAIL FOR DOT	0	09/20/2019	10/14/2019	14.55
							14.55
180-000.000-726.200	Telephone						
	VIAERO WIRELESS	ACT: 14809	PARKS CELL 9/21 - 10/20	0	11/09/2019	10/14/2019	2.88
							2.88
180-000.000-727.200	R & M Buildir						
	BIG G COMMERCIAL ACCOU	633443/1	BROAD HINDGE 2.5 GALV	0	08/21/2019	10/14/2019	13.42
	PROTEX CENTRAL, INC.	108353	SYSTEM ISSUES - PHONE LINI	0	08/31/2019	10/14/2019	98.00
	STATE OF NE-DEPT.OF COR	30990	MISC TOOLS/CHAIN SAW/GEN	0	09/13/2019	10/14/2019	100.00
							211.42
180-000.000-727.500	R & M Heavy						

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	AUTO VALUE-HASTINGS	70NV023029	BATTERY #961	0	09/11/2019	10/14/2019	42.83
	AUTO VALUE-HASTINGS	70NV023543	FUEL PUMP #62	0	09/20/2019	10/14/2019	60.44
	GARRETT TIRES AND TREA	20007651	NEW FRONT TIRE/FLAT REPAI	0	09/13/2019	10/14/2019	357.85
	GARRETT TIRES AND TREA	20007907	FLAT REPAIR #29 & #65	0	09/18/2019	10/14/2019	87.40
	GARRETT TIRES AND TREA	20008053	FLAT REPAIR #65	0	09/24/2019	10/14/2019	13.20
	N A P A AUTO PARTS	896829	OIL FILTERS	0	09/18/2019	10/14/2019	11.52
	N A P A AUTO PARTS	897931	FUEL FILTERS / SPARK PLUGS	0	09/24/2019	10/14/2019	12.12
	N A P A AUTO PARTS	897987	JB WELD	0	09/24/2019	10/14/2019	6.69
	N A P A AUTO PARTS	898450	FUEL FILTERS #33	0	09/25/2019	10/14/2019	35.92
	NE ENVIRONMENTAL PRODI	P04872	SOLENOID VALVE #35	0	09/24/2019	10/14/2019	203.78
	NE ENVIRONMENTAL PRODI	P04876	WATER FILL HOSE #35	0	09/25/2019	10/14/2019	276.61
	NE ENVIRONMENTAL PRODI	P04879	COMPENSATOR VALVE #35	0	09/25/2019	10/14/2019	258.44
	PAVELKA TRUCK & TRAILER	30092	HARNESS ASSY #53	0	09/16/2019	10/14/2019	741.60
	TITAN MACHINERY INC - HA	12912887GP	DRIVE ASSY #65	0	09/04/2019	10/14/2019	300.00
	TITAN MACHINERY INC - HA	12913032GP	WHEEL UNITS #65	0	09/04/2019	10/14/2019	36.00
	WISE HEAVY EQUIPMENT LL	P25747	BALL PIN DRAGLINK #30	0	09/10/2019	10/14/2019	450.22
							2,894.62
180-000.000-727.800	R & M Vehicl						
	AUTO VALUE-HASTINGS	70NV021491	WASHER FLUID	0	08/13/2019	10/14/2019	32.28
	AUTO VALUE-HASTINGS	70NV023133	RADIATOR #67	0	09/13/2019	10/14/2019	220.23
	CITY LIMITS AUTO SALVAGE	191273	USED RADIO #21	0	09/12/2019	10/14/2019	65.00
	GARRETT TIRES AND TREA	20007826	6 NEW TIRES #67	0	09/12/2019	10/14/2019	933.82
	N A P A AUTO PARTS	895091	FUEL INJECTOR #67	0	09/11/2019	10/14/2019	487.22
	N A P A AUTO PARTS	895146	FUEL INJECTOR #67	0	09/11/2019	10/14/2019	287.22
	N A P A AUTO PARTS	895249	CREDIT - CORE ALT #67	0	09/11/2019	10/14/2019	-36.00
	N A P A AUTO PARTS	896830	OIL FILTERS	0	09/18/2019	10/14/2019	28.54
	N A P A AUTO PARTS	897349	WIRE & SWITCHES #15	0	09/20/2019	10/14/2019	17.67
	O'REILLY AUTO PARTS	0764-284094	SPEAKERS #21	0	09/18/2019	10/14/2019	24.99
	O'REILLY AUTO PARTS	0764-284182	SPEAKERS #21	0	09/19/2019	10/14/2019	24.99
	THREE POINTS TIRE	21897	NEW FRONT TIRES #20	0	09/13/2019	10/14/2019	320.00
							2,405.96
180-000.000-730.050	Office Suppli						
	CORNHUSKER PRESS	P189722	STREET DEPT - BUS CARDS	0	09/20/2019	10/14/2019	160.00
							160.00
180-000.000-731.050	Asphalt & Ce						
	BIG G COMMERCIAL ACCOU	635414/1	GRASS SEED - WESTBROOK C	0	09/19/2019	10/14/2019	13.42
	J.I.L. ASPHALT PAVING CO.	190438	F.98 TONS SPR ASPHALT	0	09/03/2019	10/14/2019	379.73
	KULLY PIPE & STEEL SUPPL	717105	ELBOW / PVC CEMENT	0	09/03/2019	10/14/2019	8.08
	KULLY PIPE & STEEL SUPPL	717190	SD4 COUPLING	0	09/04/2019	10/14/2019	1.76
	KULLY PIPE & STEEL SUPPL	717985	5/8 REBAR	0	09/17/2019	10/14/2019	41.69
	STETSON BUILDING PRODU	13505531-00	ADA REPLACEABLE MATS	0	09/06/2019	10/14/2019	2,145.00
							2,589.68
180-000.000-731.250	Fuel & Oil						
	COOPERATIVE PRODUCERS	335328	2000 GAL E10 UNLEADED	0	09/13/2019	10/14/2019	4,380.00
	NUTRIEN AG SOLUTIONS IN	40543546	41 GAL PROPANE	0	09/25/2019	10/14/2019	44.28
	SAPP BROS PETROLEUM IN	331071	500 GAL DIESEL	0	09/13/2019	10/14/2019	935.00
	SAPP BROS PETROLEUM IN	331286	650 GAL DIESEL	0	09/18/2019	10/14/2019	1,293.50
	SAPP BROS PETROLEUM IN	331465	600 GAL DIESEL	0	09/25/2019	10/14/2019	1,194.00
							7,846.78
180-000.000-731.600	Signs						
	MENARDS - HASTINGS	84663	PAINT AND SUPPLIES FOR PAI	0	08/29/2019	10/14/2019	71.58
	SHERWIN-WILLIAMS	3381-4	KIT FILTER 60 MESCH FOR PA	0	09/19/2019	10/14/2019	56.88
	STRAIGHT-LINE STRIPING IN	09122019	55 GAL OF WHITE PAINT	0	09/12/2019	10/14/2019	572.00
							700.46
180-000.000-731.700	Wearing App						
	BIG G COMMERCIAL ACCOU	633064/1	OVERBOOTS - KEVIN DOUGLA	0	08/15/2019	10/14/2019	49.91
	US BANK CORPORATE PAYM	ULINE	ULINE GLOVES	0	08/09/2019	10/14/2019	453.08

INVOICE APPROVAL LIST BY FUND REPORT

10/14/19 VOUCHERS TO BE PAID

Date: 10/07/2019

Time: 1:35 pm

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City of Hastings

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
							502.99
180-000.000-737.705	Shop Supplie						
	MENARDS - HASTINGS	85974	MISC CLEANING SUPPLIES	0	09/20/2019	10/14/2019	59.73
	N A P A AUTO PARTS	896427	CABLE TIES	0	09/17/2019	10/14/2019	23.77
							83.50
180-000.000-737.710	Welding Supl						
	ISLAND SUPPLY WELDING C	633362	O2 GAS	0	09/16/2019	10/14/2019	27.19
							27.19
180-000.000-738.050	Hand Tools						
	STATE OF NE-DEPT.OF COR	30990	MISC TOOLS/CHAIN SAW/GEN	0	09/13/2019	10/14/2019	50.00
	STATE OF NE-DEPT.OF COR	30990	MISC TOOLS/CHAIN SAW/GEN	0	09/13/2019	10/14/2019	200.00
							250.00
Total Dept. 000000:							17,891.87
Total Fund STREET FUND:							17,891.87
Fund: 187 DIVERSION PROGRAM							
Dept: 000.000							
187-000.000-727.205	Demolition						
	CONSOLIDATED CONCRETE	248447	DEMOLITION - 307 S LEXINGT	0	09/18/2019	10/14/2019	9,000.00
	CONSOLIDATED CONCRETE	247717	DEMOLITION - 702 S CHICAGC	0	08/28/2019	10/14/2019	6,500.00
	DON SVOBODA PLUMBING L	11669	COST ASSOCIATED W/DEMO E	0	09/24/2019	10/14/2019	1,202.42
							16,702.42
Total Dept. 000000:							16,702.42
id DIVERSION PROGRAM:							16,702.42
Fund: 610 LANDFILL FUND							
Dept: 000.000							
610-000.000-720.300	Professional						
	GLENWOOD TELECOMMUNI	901-1101	LF INTERNET - OCT 2019	0	10/01/2019	10/14/2019	94.95
	OLSSON	338567	HAST MSW - LF PHASE 6	0	09/23/2019	10/14/2019	10,477.44
	OLSSON	338935	LF FACILITY AIR QA REPORTIN	0	09/24/2019	10/14/2019	9,170.19
	OLSSON	338796	GROUND WATER - MARIAN RC	0	09/24/2019	10/14/2019	102.87
							19,845.45
610-000.000-726.100	Natural Gas						
	BLACK HILLS ENERGY	ACT: 8770466950	GAS SERVICE 8/28 - 9/25 LF	0	09/27/2019	10/14/2019	43.64
							43.64
610-000.000-727.500	R & M Heavy						
	AUTO VALUE-HASTINGS	70NV023698	D7R & #115 FILTERS X 4	0	09/25/2019	10/14/2019	145.83
	AUTO VALUE-HASTINGS	70NV023773	#115 FILTER	0	09/26/2019	10/14/2019	10.99
	BIG G COMMERCIAL ACCOU	635639/1	TRAILER PREWASHER TIE DO	0	09/23/2019	10/14/2019	45.44
	BOBCAT OF OMAHA	CA13305	10' SNOW PUSHER	0	09/23/2019	10/14/2019	2,899.00
	COOPERATIVE PRODUCERS	T52186	#116 - RR TIRE REPAIR	0	09/24/2019	10/14/2019	209.00
	GARRETT TIRES AND TREA	20008056	OLD #99 - RF TIRE REPAIR	0	09/24/2019	10/14/2019	21.55
	N A P A AUTO PARTS	897740	PRESSURE WASHER TRAILER	0	09/23/2019	10/14/2019	6.44
	N A P A AUTO PARTS	897753	LF SERV TRK & OLD 99 FILTEF	0	09/23/2019	10/14/2019	17.78
	N A P A AUTO PARTS	898584	HYDRO SEEDER - BATTERY&C	0	09/26/2019	10/14/2019	105.74
							3,461.77
610-000.000-727.600	R & M Office						
	HOMETOWN LEASING	ACT: 22793381	PAYMENTS #39-44 / LANDFILL	0	10/01/2019	10/14/2019	1,049.94
							1,049.94
610-000.000-730.050	Office Suppli						

INVOICE APPROVAL LIST BY FUND REPORT

10/14/19 VOUCHERS TO BE PAID

Date: 10/07/2019

Time: 1:35 pm

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City of Hastings

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
	BUSINESS WORLD PRODUC	647099-01	STAPLER	0	09/20/2019	10/14/2019	13.89
	BUSINESS WORLD PRODUC	021713-01	2 REAMS COLOR PAPER/UPD/	0	09/20/2019	10/14/2019	26.68
	BUSINESS WORLD PRODUC	021727-01	ADDRESS LABELS	0	09/20/2019	10/14/2019	33.99
							74.56
610-000.000-731.250	Fuel & Oil						
	SAPP BROS PETROLEUM IN	22855957	830 GAL #2 DIESEL	0	09/23/2019	10/14/2019	1,651.70
							1,651.70
610-000.000-731.700	Wearing App						
	ARAMARK UNIFORM SERVIC	1901596175	MATS/COVERALLS - LANDFILL	0	09/23/2019	10/14/2019	31.03
	NORTHERN SAFETY CO., IN	903629563	EARMUFFS & ANTIFOG SAFET	0	09/17/2019	10/14/2019	154.92
							185.95
610-000.000-737.705	Shop Supplie						
	BIG G COMMERCIAL ACCOU	635868/1	PAINT/TAPE/ROLLERS/BRUSH	0	09/25/2019	10/14/2019	66.64
							66.64
610-000.000-737.710	Welding Supl						
	MATHESON TRIGAS-LINWEL	20402900	WELDING FILLER & ALLOY	0	09/20/2019	10/14/2019	19.12
							19.12
610-000.000-742.300	Construction						
	VAN KIRK BROTHERS CONT	EST NO 11	PROJ NO: 2017-0360 017-0360	0	09/27/2019	10/14/2019	132,242.85
							132,242.85
							Total Dept. 000000: 158,641.62
							tal Fund LANDFILL FUND: 158,641.62
Fund: 710 SELF INSURED HEALT							
Dept: 000.000							
710-000.000-720.480	Health Benef						
	AMERITAS LIFE INSURANCE	010-33752-00001	DIV 1(NONUTIL) VISION INS 9/	0	10/01/2019	10/14/2019	2,214.74
	AMERITAS LIFE INSURANCE	010-33752-00002	DIV 2(UTIL) VISION INS 9/19	0	10/01/2019	10/14/2019	1,638.08
	MUTUAL OF OMAHA	001011114399	DIV 1 (NONUT) LIFE/ADD/VOL I	0	10/01/2019	10/14/2019	3,480.90
	MUTUAL OF OMAHA	001011114398	DIV 2 (UTIL) LIFE/ADD/VOL LIFI	0	10/01/2019	10/14/2019	4,876.00
	MUTUAL OF OMAHA	001011114398	DIV 2 (UTIL) LIFE/ADD/VOL LIFI	0	10/01/2019	10/14/2019	3,069.33
							15,279.05
							Total Dept. 000000: 15,279.05
							INSURED HEALTH FUND: 15,279.05
							Grand Total: 756,256.47



August 2019 Summary Report:

- On August 5th, the Hastings Police Department and Hastings Fire & Rescue hosted a Battle of the Badges blood drive competition. Hastings Fire & Rescue pulled out the win, but ultimately everyone was a winner. We were able to collect a total of 91 units of blood.
- On August 6th, the Hastings Police Department, in conjunction with other local agencies hosted National Night out at Chautauqua Park. We had an excellent turnout of officers and other public safety personnel, not to mention the overwhelming support of the public. Members of the public were able to meet and greet employees of HPD and the other agencies involved. The public was able to participate in some fun activities and were provided dinner.



- On August 8th, Sergeant Mark Hinrichs attended “Coaching Essentials”, taught at Central Community College. This course focused on the leader’s role in addressing performance issues and proper means of addressing them. It also touched on the impacts a supervisors’ feedback has to the employee.
- On August 12th, Officer George Reitz, Officer Emily Ost diek and Officer Joshua Newbrey were sworn in as police officers in council chambers. These three officers will go through four weeks of specialized, department specific training before reporting to the basic training at the Nebraska Law Enforcement Training Center on August 9th.



- On August 12th, Officer Tony Burnett attended Advanced Roadside Impaired Driving Enforcement (ARIDE) taught at the Nebraska Law Enforcement Training Center. This course

focuses on bridging the gap between Standardized Field Sobriety testing and drug recognition in DUI cases. This course teaches officers how to investigate these cases more thoroughly in the roadside setting.

- On August 12th, Sergeant Mark Hinrichs began his new role as the Administrative Sergeant. Sergeant Hinrichs will oversee department training, purchasing, fleet management and other administrative duties.
- On August 22nd, Corporal Kelly Scarlett celebrated his promotion to the rank of Corporal. A promotional ceremony was held at the police department. Numerous co-workers', friends and family were present to help celebrate the occasion.
- On August 23rd, Sergeant Josh Fink celebrated his promotion to the rank of Sergeant. A promotional ceremony was held at the police department. Numerous co-workers', friends and family were present to help celebrate the occasion.
- On August 23rd, Officer Steven Archibald and Officer Dominik Milovac graduated from the Nebraska Law Enforcement Training Center. These officers will complete field training before being assigned to a permanent shift.



- On August 21st, members of the Tactical Response Team completed 10 hours of in-service training. This training focused on Tactical Combat Casualty Care.

Use of Force Incidents:

- There were no use of force incidents during the month of August.

Complaints:

- On August 16th, an internal complaint alleged damage to department property. This complaint is still under investigation.
- On August 23rd, an internal complaint alleged a dispatcher was incompetent, inefficient, inattentive, or derelict within their duties. This complaint was sustained.
- On August 27th, an external complaint alleged an officer acted incompetent, inefficient, inattentive or derelict in their duties, failure to utilize a body worn camera and was insubordination. All allegations in this complaint were sustained.

- On August 29th, an external complaint alleged an officer was exhibiting conduct unbecoming. This complaint is still under investigation.
- On August 30th, an internal complaint alleged an officer was insubordinate. This complaint was sustained.

HPD Statistics

	2019 Aug	2018 Aug	<u>Year to Date</u> <u>Totals</u>		<u>Percent</u>
			YTD 2019	YTD 2018	+/-
Police					
Total Calls for Service	2457	2368	16713	16269	2.7%
Incident Reports	368	398	2734	2841	-3.8%
Traffic Accidents	54	58	464	455	2.0%
Traffic Stops	566	580	4970	4376	13.6%
Part I Crimes	104	100	768	822	-6.6%
Complaints Against Employee	4	3	34	22	54.5%
Use of Force Incidents	0	3	13	12	8.3%
Community Service Officers					
Animal Calls	237	198	1481	1390	6.5%
Animals Impounded	61	41	369	286	29.0%
Code Enforcement	103	272	575	594	-3.2%
Complaints Against Employee	0	1	1	2	-50.0%
Communication Center					
911 Calls	1019	953	7649	7423	3.0%
All Other Calls	6383	5772	46735	41416	12.8%
Complaints Against Employee	1	1	7	3	133.3%

HASTINGS POLICE
 *** RETURN A - MONTHLY RETURN OF OFFENSES KNOWN TO THE POLICE ***

CLASSIFICATION OF OFFENSES		REPORTED OFFENSES	UNFOUNDED OFFENSES	ACTUAL OFFENSES	TOTAL CLEARED	CLEARED JUVENILE
A. MURDER/NON-NEGLIGENT MANSLAUGHTER	11	0	0	0	0	0
B. MANSLAUGHTER BY NEGLIGENCE	12	0	0	0	0	0
2. FORCIBLE RAPE	TOTAL	20	3	0	3	0
A. RAPE BY FORCE	21	3	0	3	0	0
B. ATTEMPTED RAPE	22	0	0	0	0	0
3. ROBBERY	TOTAL	30	0	0	0	0
A. FIREARM	31	0	0	0	0	0
B. KNIFE OR CUTTING INSTRUMENT	32	0	0	0	0	0
C. OTHER DANGEROUS WEAPON	33	0	0	0	0	0
D. STRONG-ARM (HANDS,FIST,FEET,ETC)	34	0	0	0	0	0
4. ASSAULT	TOTAL	40	41	2	39	22
A. FIREARM	41	0	0	0	0	0
B. KNIFE OR CUTTING INSTRUMENT	42	2	0	2	2	0
C. OTHER DANGEROUS WEAPON	43	0	0	0	0	0
D. HANDS,FIST,FEET,ETC.-AGGRAVATED	44	1	0	1	1	0
E. OTHER ASSAULTS - SIMPLE	45	38	2	36	19	0
5. BURGLARY	TOTAL	50	9	0	9	2
A. FORCIBLE ENTRY	51	3	0	3	1	0
B. UNLAWFUL ENTRY - NOFORCE	52	6	0	6	1	0
C. ATTEMPTED FORCIBLE ENTRY	53	0	0	0	0	0
6. LARCENY-THEFT	TOTAL	60	46	2	44	11
7. MOTOR VEHICLE THEFT	TOTAL	70	5	0	5	1
A. AUTO	71	5	0	5	1	0
B. TRUCKS & BUSES	72	0	0	0	0	0
C. OTHER VEHICLES	73	0	0	0	0	0
GRAND TOTAL	77	104	4	100	36	0

LAW ENFORCEMENT	OFFICERS KILLED	0
	BY FELONIOUS ACTS	0
	BY ACCID/NEG ACTS	0
LAW ENFORCEMENT	OFFICERS ASSAULTED	0

DATE: 09/03/2019
 REPORT PERIOD: 08/01/2019 TO 08/31/2019
 ORI:

Prepared by: JULIE HALLETT
 Title: DIRECTOR OF COMMUNICATION
 Population: 0

**June
2019**

**HASTINGS UTILITIES
MONTHLY FINANCIAL
AND
OPERATING REPORT**



**City of Hastings
Hastings, Nebraska**

HASTINGS UTILITIES
FINANCIAL STATEMENTS
June 30, 2019

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**HASTINGS UTILITIES
Combined Balance Sheets**

June 30, 2019 and September 30, 2018

	Electric System		Combined System		Total	
	June 30, 2019	September 30, 2018	June 30, 2019	September 30, 2018	June 30, 2019	September 30, 2018
Assets						
Utility Plant						
Electric	\$189,339,087	\$186,439,808	\$ -	\$ -	\$189,339,087	\$186,439,808
Gas	-	-	34,302,547	34,062,039	34,302,547	34,062,039
Water	-	-	44,269,860	43,449,598	44,269,860	43,449,598
Pollution Control	-	-	66,218,548	65,755,798	66,218,548	65,755,798
Street Lighting	-	-	1,706,350	1,633,631	1,706,350	1,633,631
Administrative	-	-	818,509	755,257	818,509	755,257
Total Utility Plant	\$189,339,087	\$186,439,808	\$147,315,814	\$145,656,323	\$336,654,901	\$332,096,131
Less Accumulated Depreciation	123,578,272	119,823,008	70,377,556	67,414,003	193,955,828	187,237,011
Net Utility Plant in Service	\$65,760,815	\$66,616,800	\$76,938,258	\$78,242,320	\$142,699,073	\$144,859,120
Construction in Progress	6,897,580	5,100,744	10,520,018	9,961,597	17,417,598	15,062,341
Net Utility Plant	\$72,658,395	\$71,717,544	\$87,458,276	\$88,203,917	\$160,116,671	\$159,921,461
Non-Utility Plant						
Electric	\$15,866,333	\$15,866,333	\$ -	\$ -	\$15,866,333	\$15,866,333
Total Non-Utility Plant	\$15,866,333	\$15,866,333	\$ -	\$ -	\$15,866,333	\$15,866,333
Less Accumulated Depreciation	5,992,014	5,472,435	-	-	5,992,014	5,472,435
Net Non-Utility Plant in Service	\$9,874,319	\$10,393,898	\$ -	\$ -	\$9,874,319	\$10,393,898
Special Funds, Cash & Investments						
Insurance Fund	\$2,010,000	\$2,010,000	\$1,000,000	\$1,000,000	\$3,010,000	\$3,010,000
Debt Service Account	-	-	927,024	1,358,869	927,024	1,358,869
Bond Fund Reserve Account	-	4,572,272	1,804,000	1,804,000	1,804,000	6,376,272
Customer Deposits Fund	-	-	445,880	399,810	445,880	399,810
Rate Stabilization Fund	2,520,256	2,525,531	11,671,206	11,670,088	14,191,462	14,195,619
Health Insurance Claim Fund	-	-	2,291,183	4,566,509	2,291,183	4,566,509
Closure / Post Closure Care Account	1,069,474	1,038,349	-	-	1,069,474	1,038,349
Solar Project Fund	2,300,000	-	-	-	2,300,000	-
Economic Development Fund	-	-	1,513,000	1,513,000	1,513,000	1,513,000
Total Special Funds	\$7,899,730	\$10,146,152	\$19,652,293	\$22,312,276	\$27,552,023	\$32,458,428
Current Assets						
Cash & Investments	\$20,779,072	\$21,362,702	\$15,216,344	\$13,595,637	\$35,995,416	\$34,958,339
Receivables:						
Accounts, Consumers; Net of Allow. For Uncoll. Accts	6,188,133	6,662,506	2,019,461	2,033,940	8,207,594	8,696,446
Accrued Interest	17,881	25,221	16,172	9,549	34,053	34,770
Intercompany Receivable	-	-	2,905,139	2,195,413	2,905,139	2,195,413
Loan to Street Lighting	-	-	1,100,000	1,100,000	1,100,000	1,100,000
Misc. Receivables - City	-	-	319,585	900,852	319,585	900,852
Reinsurance Receivable	-	-	75,544	75,544	75,544	75,544
Grants Receivable	-	-	298,640	510,827	298,640	510,827
Inventories:						
Fuel	1,617,735	2,125,530	353,762	348,804	1,971,497	2,474,334
Other	2,006,013	1,951,129	1,506,351	1,528,705	3,512,364	3,479,834
Prepaid Expense	222,925	-	-	-	222,925.00	-
Total Current Assets	\$30,831,759	\$32,127,088	\$23,810,998	\$22,299,271	\$54,642,757	\$54,426,359
Deferred Charges						
Deposit	\$130,039	\$127,927	\$ -	\$ -	\$130,039	\$127,927
Other Deferred Charges	(17,955)	(33,517)	219,750	34,955	201,795	1,438
Total Deferred Charges	\$112,084	\$94,410	\$219,750	\$34,955	\$331,834	\$129,365
Total Assets	\$121,376,287	\$124,479,092	\$131,141,317	\$132,850,419	\$252,517,604	\$257,329,511

June 30. 2019 and September 30. 2018

Electric System			Combined System		Total	
June 30, 2019	September 30, 2018		June 30, 2019	September 30, 2018	June 30, 2019	September 30, 2018
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	4,572,272	-	-	-	-	4,572,272
109,795,665	104,592,625		107,336,227	106,975,274	217,131,892	211,567,899
\$109,795,665	\$109,164,897		\$107,336,227	\$106,975,274	\$217,131,892	\$216,140,171
\$ -	\$4,020,000		\$14,925,000	\$16,140,000	\$14,925,000	\$20,160,000
-	-		2,658,694	2,781,130	2,658,694	2,781,130.00
-	-		-	-	-	-
\$ -	\$4,020,000		\$17,583,694	\$18,921,130	\$17,583,694	\$22,941,130
\$ -	\$4,020,000		\$1,374,749	\$1,337,436	\$1,374,749	\$5,357,436
-	(2,301)		(264,808)	(318,000)	(264,808)	(320,301)
-	7,080		4,359	6,646	4,359	13,726
\$ -	(\$4,779)		\$16,469,394	\$17,895,048	\$16,469,394	\$17,890,269
\$109,795,665	\$109,160,118		\$123,805,621	\$124,870,322	\$233,601,286	\$234,030,440
\$ -	\$ -		\$445,880	\$399,810	\$445,880	\$399,810
-	-		293,843	369,475	293,843	369,475
\$ -	\$ -		\$739,723	\$769,285	\$739,723	\$769,285
\$ -	\$4,020,000		\$1,374,749	\$1,337,436	\$1,374,749	\$5,357,436
2,181,099	2,741,526		2,074,296	2,455,170	4,255,395	5,196,696
3,629,834	3,463,173		68,264	(21,646)	3,698,098	3,441,527
2,905,139	2,195,413		-	-	2,905,139	2,195,413
-	-		1,100,000	1,100,000	1,100,000	1,100,000
-	38,145		153,305	279,923	153,305	318,068
-	-		442	442	442	442
\$8,716,072	\$12,458,257		\$4,771,056	\$5,151,325	\$13,487,128	\$17,609,582
\$1,624,410	\$1,636,909		\$1,761,440	\$1,779,207	\$3,385,850	\$3,416,116
1,240,140	1,223,808		63,477	280,280	1,303,617	1,504,088
\$2,864,550	\$2,860,717		\$1,824,917	\$2,059,487	\$4,689,467	\$4,920,204
\$121,376,287	\$124,479,092		\$131,141,317	\$132,850,419	\$252,517,604	\$257,329,511

HASTINGS UTILITIES

Statement Of Fund Operations For 9 Months Ended June 30, 2019 and the 12 Months Ending September 30, 2018

	2018-2019			2017-18
	Electric System	Combined System	Total	Total
Operating Revenues	\$30,439,220	\$18,233,015	\$48,672,235	\$59,718,157
Operating Expenses	31,481,153	15,936,896	47,418,049	58,563,517
Operating Income (Loss)	(\$1,041,933)	\$2,296,119	\$1,254,186	\$1,154,640
Additions to Income	9,177,017	778,413	9,955,430	13,704,122
Deductions From Income	7,509,798	2,789,693	10,299,491	12,049,891
Contribution in Aid of Construction	5,482	76,113	81,595	1,701,224
Net Income	\$630,768	\$360,952	\$991,720	\$4,510,095
City's Equity - Beginning	109,164,897	106,975,274	216,140,171	211,630,076
City's Equity - Ending	<u>\$109,795,665</u>	<u>\$107,336,226</u>	<u>\$217,131,891</u>	<u>\$216,140,171</u>

HASTINGS UTILITIES

Statement Of Fund Operations For 9 Months Ended June 30, 2019 and the 12 Months Ending September 30, 2018

	2018-2019						2017-2018
	Gas Department	Water Department	Pollution Control Department	Street Lighting Department	Admin. Department	Total	Total
Operating Revenues	\$8,173,569	\$4,319,127	\$5,357,473	\$382,846	\$0	\$18,233,015	\$21,613,036
Operating Expenses	8,293,993	3,517,727	3,938,635	186,541	-	15,936,896	18,619,079
Operating Income (Loss)	(\$120,424)	\$801,400	\$1,418,838	\$196,305	\$0	\$2,296,119	\$2,993,957
Additions to Income	514,858	168,748	94,679	128	-	778,413	1,070,056
Deductions From Income	2,327,518	64,142	398,033	-	-	2,789,693	1,589,000
Contribution in Aid of Construction	-	48,163	19,245	8,705	-	76,113	1,672,236
Net Income	(\$1,933,084)	\$954,169	\$1,134,729	\$205,138	\$0	\$360,952	\$4,147,249
City's Equity - Beginning						106,975,274	102,828,025
City's Equity - Ending						<u>\$107,336,226</u>	<u>\$106,975,274</u>

**HASTINGS UTILITIES
ELECTRIC DEPARTMENT
STATEMENT OF REVENUES AND EXPENSES
June, 2019**

	June 2019	Year To Date 2018-2019	June 2018	Year To Date 2017-2018	Budget 2018-2019	YTD Budget % 2018-2019
Operating Revenues						
Retail Sales	\$1,910,005	\$17,674,928	\$2,160,338	\$17,593,774		
Interdepartmental Sales	40,821	409,729	51,256	345,467		
Fuel Cost Adjustment	808,727	7,926,103	937,974	7,332,272		
Total Retail Sales	\$2,759,553	\$26,010,760	\$3,149,568	\$25,271,513	\$35,400,000	73.5%
Wholesale Sales	219,993	4,428,460	161,335	1,674,003	2,700,000	164.0%
Total Operating Revenue	\$2,979,546	\$30,439,220	\$3,310,903	\$26,945,516	\$38,100,000	79.9%
Operating Expenses						
Production:						
Fuel	\$253,960	\$3,220,350	\$398,410	\$3,440,100	\$5,900,000	54.6%
Other	1,147,733	5,891,745	425,730	5,370,755	8,129,000	72.5%
Purchased Power	412,141	2,610,981	233,376	2,907,070	2,600,000	100.4%
Purchased Power - PPGA	954,865	8,505,833	868,805	6,850,303	10,600,000	80.2%
Transmission and Distribution	153,113	1,159,444	122,257	1,252,221	1,733,000	66.9%
General and Administrative						
Direct	219,234	2,198,434	245,065	1,769,352	2,931,635	75.0%
Indirect	261,222	2,557,331	765,417	3,090,351	3,557,500	71.9%
Cash Payments in Lieu Of Taxes	177,824	1,600,415	176,346	1,587,110	2,113,000	75.7%
Total Operating Expenses	\$3,580,092	\$27,744,533	\$3,235,406	\$26,267,262	\$37,564,135	73.9%
Operating Inc. (Loss) Before Deprec.	(\$600,546)	\$2,694,687	\$75,497	\$678,254	\$535,865	502.9%
Less Depreciation	416,866	3,736,620	412,182	3,695,532	4,900,000	76.3%
Operating Income (Loss)	(\$1,017,412)	(\$1,041,933)	(\$336,685)	(\$3,017,278)	(\$4,364,135)	23.9%
Add - Other Income						
Interest Income	\$33,151	\$272,418	\$28,653	\$220,513	\$200,000	136.2%
Participation & Capacity Agreements	10,088	413,276	108,033	682,029	800,000	51.7%
Coal Sales - Ethanol	380,580	3,836,123	385,762	3,904,220	4,200,000	91.3%
Electric Jobbing Sales	2,424	41,533	4,429	73,193	215,000	19.3%
Reimbursement from PPGA	463,981	4,346,889	412,868	4,406,106	6,100,000	71.3%
Other	37,477	266,778	36,594	260,211	312,000	85.5%
Total Other Income	\$927,701	\$9,177,017	\$976,339	\$9,546,272	\$11,827,000	77.6%
Deduct - Other Expense						
Interest & Amortization of Bond Expense	\$0	\$38,145	\$14,783	\$182,255	\$250,000	15.3%
Coal Cost - Ethanol	243,032	2,458,033	259,810	2,655,054	2,850,000	86.2%
Non Utility Plant Depreciation	57,731	519,579	57,731	519,579	700,000	74.2%
Cost of Electrical Jobbing	6,338	147,152	4,631	98,070	199,000	73.9%
Cost of Services to PPGA	463,981	4,346,889	412,868	4,406,106	6,100,000	71.3%
Total Other Expenses	\$771,082	\$7,509,798	\$749,823	\$7,861,064	\$10,099,000	74.4%
Income Before Contrib. in Aid of Const.	(\$860,793)	\$625,286	(\$110,169)	(\$1,332,070)	(\$2,636,135)	(23.7)%
Contribution in Aid of Construction	-	5,482	-	26,958	100,000	5.5%
Net Income (Loss)	(\$860,793)	\$630,768	(\$110,169)	(\$1,305,112)	(\$2,536,135)	(24.9)%

HASTINGS UTILITIES
GAS DEPARTMENT
STATEMENT OF REVENUES AND EXPENSES
June, 2019

	June 2019	Year To Date 2018-2019	June 2018	Year To Date 2017-2018	Budget 2018-2019	YTD Budget % 2018-2019
Operating Revenues						
Retail Sales	\$288,476	\$7,157,897	\$241,471	\$6,791,603		
Interdepartmental Sales	237	48,777	177	49,524		
Purchased Gas Adjustment	-	966,895	-	789,796		
Total Operating Revenues	\$288,713	\$8,173,569	\$241,648	\$7,630,923	\$7,800,000	104.8%
Operating Expenses						
Production:						
Natural Gas Purchased	\$149,446	\$4,558,299	\$156,824	\$3,947,425	\$4,800,000	95.0%
Peak Shaving Plant	2,079	36,445	1,834	28,812	85,000	42.9%
Transmission and Distribution	78,416	775,355	78,535	768,217	1,056,000	73.4%
General and Administrative:						
Direct	67,273	708,014	73,826	589,896	941,678	75.2%
Indirect	63,146	618,197	187,093	755,383	870,000	71.1%
Cash Payments in Lieu Of Taxes	27,481	247,334	25,650	230,847	312,000	79.3%
Transfer to General Fund - Res. 1344	-	226,392	-	195,961	195,000	116.1%
Intra-City Services Fund	395	16,090	3,948	28,003	50,000	32.2%
Total Operating Expenses	\$388,236	\$7,186,126	\$527,710	\$6,544,544	\$8,309,678	86.5%
Operating Inc. (Loss) Before Deprec.	(\$99,523)	\$987,443	(\$286,062)	\$1,086,379	(\$509,678)	(193.7)%
Less Depreciation	123,173	1,107,867	122,840	1,098,840	1,500,000	73.9%
Operating Income (Loss)	(\$222,696)	(\$120,424)	(\$408,902)	(\$12,461)	(\$2,009,678)	6.0%
Add - Other Income						
Gas Jobbing Sales	\$3,441	\$23,449	\$1,122	\$13,471	\$30,000	78.2%
Other	75,372	232,750	83,520	334,677	10,000	2,327.5%
Allocation of Admin Department Revenue	30,628	258,659	33,653	183,299	151,900	170.3%
Total Other Income	\$109,441	\$514,858	\$118,295	\$531,447	\$191,900	268.3%
Deduct - Other Expenses						
Cost of Gas Jobbing	\$2,586	\$56,252	\$3,545	\$44,474	\$85,000	66.2%
Economic Development	-	-	-	-	1,513,000	
Health Insurance Claims	2,271,266	2,271,266	-	-	-	0.0%
Total Other Expenses	\$2,273,852	\$2,327,518	\$3,545	\$44,474	\$1,598,000	145.7%
Income Before Contrib. in Aid of Const.	(\$2,387,107)	(\$1,933,084)	(\$294,152)	\$474,512	(\$3,415,778)	56.6%
Contribution in Aid of Construction	-	-	-	-	-	
Net Income (Loss)	(\$2,387,107)	(\$1,933,084)	(\$294,152)	\$474,512	(\$3,415,778)	56.6%

HASTINGS UTILITIES
WATER DEPARTMENT
STATEMENT OF REVENUES AND EXPENSES
June, 2019

	June 2019	Year To Date 2018-2019	June 2018	Year To Date 2017-2018	Budget 2018-2019	YTD Budget % 2018-2019
Operating Revenues						
Water Sales to Customers	\$556,928	\$4,268,337	\$706,175	\$4,249,611		
Interdepartmental Sales	5,227	50,790	7,599	54,329		
Total Operating Revenue	\$562,155	\$4,319,127	\$713,774	\$4,303,940	\$7,350,000	58.8%
Operating Expenses						
Production:						
Purchased power	\$24,270	\$221,475	\$47,534	\$249,655	\$400,000	55.4%
Other	24,676	249,286	12,125	318,681	380,000	65.6%
Operation of Water Treatment	53,133	466,273	16,016	63,076	704,000	
Transmission and Distribution	82,971	608,469	19,381	554,050	843,000	72.2%
General and Administrative:						
Direct	57,518	431,156	(36,112)	275,392	553,678	77.9%
Indirect	65,659	642,799	187,363	756,475	870,000	73.9%
Cash Payments in Lieu Of Taxes	27,474	247,269	26,274	236,468	396,000	62.4%
Transfer to General Fund - Res. 1344	-	164,103	-	155,757	192,500	85.2%
Total Operating Expenses	\$335,701	\$3,030,830	\$272,581	\$2,609,554	\$4,339,178	69.8%
Operating Income Before Depreciation	\$226,454	\$1,288,297	\$441,193	\$1,694,386	\$3,010,822	42.8%
Less Depreciation	54,091	486,897	52,753	461,541	525,000	92.7%
Operating Income (Loss)	\$172,363	\$801,400	\$388,440	\$1,232,845	\$2,485,822	32.2%
Add Other Income						
Water Jobbing Sales	\$2,401	\$47,170	\$2,509	\$27,702	\$45,000	104.8%
Reimbursement from PPGA	99	2,060	944	1,090	-	
Other	-	9,479	-	12,022	15,000	63.2%
Allocation of Admin Department Revenue	13,030	110,039	14,316	77,979	64,600	170.3%
Total Other Income	\$15,530	\$168,748	\$17,769	\$118,793	\$124,600	135.4%
Deduct Other Expense						
Interest Expense - SRF Loan	\$17,003	\$35,158	\$0	\$0	\$0	0.0%
Cost of Water Jobbing	2,268	26,924	1,232	19,791	37,000	72.8%
Cost of Services to PPGA	99	2,060	944	1,090	-	
Total Other Expenses	\$19,370	\$64,142	\$2,176	\$20,881	\$37,000	173.4%
Income (Loss) Before Contrib. Aid Const.	\$168,523	\$906,006	\$404,033	\$1,330,757	\$2,573,422	35.2%
Contribution in Aid of Construction	7,038	48,163	5,754	731,425	100,000	48.2%
Net Income (Loss)	\$175,561	\$954,169	\$409,787	\$2,062,182	\$2,673,422	35.7%

**HASTINGS UTILITIES
POLLUTION CONTROL
STATEMENT OF REVENUES AND EXPENSES
June, 2019**

	June 2019	Year To Date 2018-2019	June 2018	Year To Date 2017-2018	Budget 2018-2019	YTD Budget % 2018-2019
Operating Revenues						
Sewer Service Charge - Customers	\$557,513	\$5,166,019	\$576,479	\$4,670,215		
Interdepartmental Charges	20,442	191,454	1,111	9,895		
Total Operating Revenue	\$577,955	\$5,357,473	\$577,590	\$4,680,110	\$6,765,000	79.2%
Operating Expenses						
Sewer Treatment:						
Purchased Power	\$15,740	\$160,299	\$15,527	\$171,345	\$240,000	66.8%
Other	72,532	741,037	72,430	842,572	1,058,500	70.0%
Sewer Line Expense	20,709	295,599	63,702	329,207	457,000	64.7%
General and Administrative:						
Direct	34,647	487,533	122,398	391,545	642,678	75.9%
Indirect	66,893	654,878	212,932	859,706	989,675	66.2%
Cash Payments in Lieu Of Taxes	21,477	193,291	19,899	179,095	265,600	72.8%
Total Operating Expenses	\$231,998	\$2,532,637	\$506,888	\$2,773,470	\$3,653,453	69.3%
Operating Income Before Depreciation	\$345,957	\$2,824,836	\$70,702	\$1,906,640	\$3,111,547	90.8%
Less Depreciation	154,792	1,405,998	155,991	1,401,627	1,800,000	78.1%
Operating Income (Loss)	\$191,165	\$1,418,838	(\$85,289)	\$505,013	\$1,311,547	108.2%
Add Other Income						
Interest Income	\$345	\$16,513	\$1,909	\$17,001	\$27,500	60.0%
Sewer Jobbing Sales	163	4,328	726	2,091	6,000	72.1%
Reimbursement from PPGA	-	-	-	181	-	
Other	-	16,817	-	26,205	30,000	56.1%
Allocation of Admin Department Revenue	6,752	57,021	7,420	40,408	33,500	170.2%
Total Other Income	\$7,260	\$94,679	\$10,055	\$85,886	\$97,000	97.6%
Deduct Other Expense						
Interest and Amortization of Bond Expense	\$40,876	\$395,258	\$47,628	\$428,089	\$575,000	68.7%
Cost of Sewer Jobbing	324	2,775	289	1,947	5,000	55.5%
Cost of Services to PPGA	-	-	-	181	-	
Total Other Expenses	\$41,200	\$398,033	\$47,917	\$430,217	\$580,000	68.6%
Inc. (Loss) Before Contrib. in Aid Const.	\$157,225	\$1,115,484	(\$123,151)	\$160,682	\$828,547	134.6%
Contribution in Aid of Construction	-	19,245	-	151,441	100,000	19.2%
Net Income (Loss)	\$157,225	\$1,134,729	(\$123,151)	\$312,123	\$928,547	122.2%

HASTINGS UTILITIES
ADMINISTRATIVE DEPARTMENT
STATEMENT OF REVENUES AND EXPENSES
June, 2019

	June 2019	Year To Date 2018-2019	June 2018	Year To Date 2017-2018	Budget 2018-2019	YTD Budget % 2018-2019
General and Administrative						
Supervision - Customer Accounts	\$11,498	\$113,715	\$10,480	\$103,440	\$158,000	72.0%
Meter Reading Expense	12,748	152,802	17,824	155,464	272,100	56.2%
Customer Records and Collection	29,928	355,791	31,707	365,723	447,500	79.5%
Uncollectible Accounts	(910)	35,839	(474)	24,112	50,000	71.7%
Customer Service & Information	1,777	27,102	-	63,326	61,000	44.4%
Postage	7,000	71,275	-	73,977	115,000	62.0%
Engineering	105,686	980,438	103,703	1,021,319	1,529,000	64.1%
Locating	7,952	62,126	5,481	59,337	76,000	81.7%
Information Technology	11,985	198,900	50,366	237,991	306,980	64.8%
General and Administrative Salaries	134,238	1,233,092	96,258	1,013,913	1,777,895	69.4%
Human Resources	11,363	100,503	11,583	79,771	173,000	58.1%
Admin & Engineering Services to PPGA	63,889	632,101	70,044	673,650	960,000	65.8%
Charges to EPS	163	1,691	540	5,198	8,000	21.1%
Office Supplies	4,882	59,581	726	97,499	150,000	39.7%
Travel, Training, Misc. General Expense	194	17,738	779	6,020	25,000	71.0%
Outside Services	23,745	210,438	864,641	1,023,389	550,000	38.3%
Property Insurance	6,354	60,326	3,278	32,942	60,000	100.5%
Injuries and Damages	2,527	22,745	2,827	25,442	45,000	50.5%
Employee Benefits	102,178	1,042,609	151,483	1,178,424	1,375,000	75.8%
Safety Training & Equipment	8,299	110,878	7,944	104,855	177,700	62.4%
Misc. General Expense	822	10,079	65	5,191	25,000	40.3%
Maintenance of Buildings & Grounds	25,254	349,817	31,995	274,194	400,000	87.5%
Depreciation	1,328	11,952	1,328	12,102	16,000	74.7%
Total General and Administrative	\$572,900	\$5,861,538	\$1,462,578	\$6,637,279	\$8,758,175	66.9%
Less Overhead Allocated	34,118	529,656	39,190	496,517	1,200,000	44.1%
Less Allocation of Warehouse/Stores Charge	17,810	224,885	-	-	303,000	74.2%
Less Reimbursement from PPGA	63,889	632,101	70,044	673,650	960,000	65.8%
Less Reimbursement from EPS	163	1,691	539	5,197	8,000	21.1%
Allocable Expenses	\$456,920	\$4,473,205	\$1,352,805	\$5,461,915	\$6,287,175	71.1%

HASTINGS UTILITIES
ADMINISTRATIVE DEPARTMENT
STATEMENT OF REVENUES AND EXPENSES
June, 2019

	June 2019	Year To Date 2018-2019	June 2018	Year To Date 2017-2018	Budget 2018-2019	YTD Budget % 2018-2019
Allocable Expenses Brought Forward	\$456,920	\$4,473,205	\$1,352,805	\$5,461,915	\$6,287,175	
Allocations to Operating Departments						
Electric	\$261,222	\$2,557,331	\$765,417	\$3,090,351	\$3,557,500	71.9%
Gas	63,146	618,197	187,093	755,383	870,000	71.1%
Water	65,659	642,799	187,363	756,475	870,000	73.9%
Pollution Control	66,893	654,878	212,932	859,706	989,675	66.2%
Total Allocations	\$456,920	\$4,473,205	\$1,352,805	\$5,461,915	\$6,287,175	71.1%
Net Operating Expenses	\$0	\$0	\$0	\$0	\$0	0.0%
Add Other Income						
Interest	\$40,764	\$346,801	\$29,134	\$209,628		
Sales Tax Collection Fee	76	677	72	674		
Posting Charges	7,650	55,710	7,645	56,635		
Reconnect Charges	1,050	10,600	1,500	8,650		
Other	885	12,059	17,055	26,190		
Total Other Income	\$50,425	\$425,847	\$55,406	\$301,777	\$250,000	170.3%
Allocation Of Other Income To Operating Departments						
Gas	\$30,628	\$258,659	\$33,653	\$183,299	\$151,900	170.3%
Water	13,030	110,039	14,316	77,979	64,600	170.3%
Pollution Control	6,752	57,021	7,420	40,408	33,500	170.2%
Street Lighting	15	128	17	91	-	0.0%
Total Allocations	\$50,425	\$425,847	\$55,406	\$301,777	\$250,000	170.3%
Net Income (Loss)	\$0	\$0	\$0	\$0	\$0	0.0%

HASTINGS UTILITIES
STREET LIGHTING
STATEMENT OF REVENUES AND EXPENSES
June, 2019

	June 2019	Year To Date 2018-2019	June 2018	Year To Date 2017-2018	Budget 2018-2019	YTD Budget % 2018-2019
Operating Revenues						
Operating Revenue	\$42,504	\$382,846	\$42,452	\$381,572		
Total Operating Revenue	\$42,504	\$382,846	\$42,452	\$381,572	\$500,000	76.6%
Operating Expenses						
Production:						
Operation & Maintenance	\$8,279	\$52,954	\$8,733	\$53,112	\$90,000	58.8%
Purchased Power	7,100	91,390	8,225	112,912	175,000	52.2%
General and Administrative:						
Direct	-	-	-	-	-	
Indirect	1,846	17,321	2,035	19,923	32,000	54.1%
Total Operating Expenses	\$17,225	\$161,665	\$18,993	\$185,947	\$297,000	54.4%
Operating Income (Loss) Before Deprec.	\$25,279	\$221,181	\$23,459	\$195,625	\$203,000	109.0%
Less Depreciation	2,764	24,876	2,764	24,870	32,000	77.7%
Operating Income (Loss)	\$22,515	\$196,305	\$20,695	\$170,755	\$171,000	114.8%
Add - Other Income						
Allocation of Admin Department Revenue	\$15	\$128	\$17	\$91	\$0	0.0%
Total Other Income	\$15	\$128	\$17	\$91	\$0	0.0%
Deduct - Other Expenses						
Interest	\$0	\$0	\$0	\$0	\$0	0.0%
Total Other Expenses	\$0	\$0	\$0	\$0	\$0	0.0%
Income Before Contrib. in Aid Const.	\$22,530	\$196,433	\$20,712	\$170,846	\$171,000	114.9%
Contribution in Aid of Construction	-	8,705	-	-	-	
Net Income (Loss)	\$22,530	\$205,138	\$20,712	\$170,846	\$171,000	120.0%

HASTINGS UTILITIES
CITY OF HASTINGS, NEBRASKA
COMBINED SYSTEM
SCHEDULE OF NET RECEIPTS AS DEFINED BY BOND ORDINANCE
Twelve Months Ended June 30, 2019

Revenues

Gas	\$8,787,081
Water	6,429,405
Pollution Control	7,120,425
Street Lighting	512,595
Other Services Furnished to Customers, Net of Expenses	31,418
Total Revenues	<u>\$22,880,924</u>

Expenses

Gas	\$7,632,993
Water	3,227,709
Pollution Control	2,947,307
Street Lighting	199,697
Total Expenses	<u>\$14,007,706</u>

Net Receipts as Defined by Bond Ordinance	<u>\$8,873,218</u>
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Average Annual Combined Debt Service Ratio	6.53
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\$1,358,750

Previous Twelve Months Debt Service Ratios

June	2018	6.11
July	2018	6.08
August	2018	6.03
September	2018	6.02
October	2018	6.22
November	2018	6.12
December	2018	6.46
January	2019	6.34
February	2019	6.21
March	2019	6.13
April	2019	6.5
May	2019	6.36

SUPPLEMENTARY DATA

HASTINGS UTILITIES

Statement Of Changes in Financial Position For the Month Ended June 30, 2019

	Electric System	Combined System	Total
FUNDS PROVIDED			
Operations			
Net Income (Loss)	(\$860,793)	(\$2,031,791)	(\$2,892,584)
Add Items Not Requiring Funds:			
Depreciation	489,368	351,618	840,986
Amortization	-	(5,680)	(5,680)
Total Funds Provided (Used) by Operations	(\$371,425)	(\$1,685,853)	(\$2,057,278)
Other Provisions			
Increase in Customer Deposits	\$0	\$3,285	\$3,285
Increase in Intercompany Payable	1,097,597	-	1,097,597
Increase in Interest Payable	-	46,556	\$46,556
Decrease in Interest Receivable	2,901	-	2,901
Decrease in Accounts Receivable	74,825	-	74,825
Decrease in Inventories	-	41,124	41,124
Decrease in Prepaid Expenses	70,405	-	70,405
Decrease in Deferred Charges	-	8,992	8,992
TOTAL FUNDS PROVIDED	\$874,303	(\$1,585,896)	(\$711,593)
FUNDS APPLIED			
Increase in Accounts Receivable	\$0	\$80,625	\$80,625
Increase in Inventories	94,548	-	94,548
Increase in Interest Receivable	-	325	325
Increase in Intercompany Receivable	-	1,097,597	1,097,597
Increase in Deferred Charges	727	-	727
Increase in Property and Equipment:			
Electrical Department	1,543,631		1,543,631
Gas Department	-	21,136	21,136
Water Department	-	247,261	247,261
Pollution Control Department	-	9,074	9,074
Street Lighting Department	-	14,018	14,018
Administrative Department	-	50,401	50,401
Decrease in SRF Note Payable	-	61,794	61,794
Decrease in Accounts Payable	1,201,593	404,237	1,605,830
Decrease in Deferred Credits	52,636	7,063	59,699
TOTAL FUNDS APPLIED	\$2,893,135	\$1,993,531	\$4,886,666
INCREASE (DECREASE) CASH AND INVESTMENTS	(\$2,018,832)	(\$3,579,427)	(\$5,598,259)
SUMMARY OF CHANGES IN CASH AND INVESTMENTS			
Special Funds	\$3,710	(\$2,110,420)	(\$2,106,710)
General	(2,022,542)	(1,469,007)	(3,491,549)
	(\$2,018,832)	(\$3,579,427)	(\$5,598,259)

HASTINGS UTILITIES

Statement Of Changes in Financial Position For 9 Months Ended June 30, 2019

	Electric System	Combined System	Total
FUNDS PROVIDED			
Operations			
Net Income (Loss)	\$630,768	\$360,952	\$991,720
Add Items Not Requiring Funds:			
Depreciation	4,391,908	3,167,857	7,559,765
Amortization	4,778	(50,904)	(46,126)
Total Funds Provided (Used) by Operations	\$5,027,454	\$3,477,905	\$8,505,359
Other Provisions			
Increase in Customer Deposits	-	\$46,070	\$46,070
Increase in Deferred Credits	3,833	-	3,833
Increase in Intercompany Payable	709,726	-	709,726
Decrease in Interest Receivable	7,340	-	7,340
Decrease in Misc. Receivables - City	-	581,267	581,267
Decrease in Accounts Receivable	474,373	14,480	488,853
Decrease in Inventories	452,911	17,396	470,307
Decrease in Grants Receivable	-	212,187	212,187
TOTAL FUNDS PROVIDED	\$6,675,637	\$4,349,305	\$11,024,942
FUNDS APPLIED			
Increase in Interest Receivable	-	\$6,623	\$6,623
Increase in Intercompany Receivable	-	709,726	709,726
Increase in Prepaid Expenses	222,925	-	222,925
Increase in Deferred Charges	17,674	184,795	202,469
Increase in Property and Equipment:			
Electrical Department	4,813,179	-	4,813,179
Gas Department	-	394,689	394,689
Water Department	-	1,289,878	1,289,878
Pollution Control Department	-	396,075	396,075
Street Lighting Department	-	224,312	224,312
Administrative Department	-	117,263	117,263
Decrease in Health Insurance Claims Payable	-	75,632	75,632
Decrease in Revenue Bonds	4,020,000	1,215,000	5,235,000
Decrease in SRF Note Payable	-	122,436	122,436
Decrease in Accounts Payable	393,766	290,964	684,730
Decrease in Deferred Credits	-	234,570	234,570
Decrease in Interest Payable	38,145	126,618	164,763
TOTAL FUNDS APPLIED	\$9,505,689	\$5,388,581	\$14,894,270
INCREASE (DECREASE) CASH AND INVESTMENTS	(\$2,830,052)	(\$1,039,276)	(\$3,869,328)
SUMMARY OF CHANGES IN CASH AND INVESTMENTS			
Special Funds	(\$2,246,422)	(\$2,659,983)	(\$4,906,405)
General	(583,630)	1,620,707	1,037,077
	(\$2,830,052)	(\$1,039,276)	(\$3,869,328)

HASTINGS UTILITIES
COMPARATIVE STATEMENT OF PRODUCTION
June 2019 and 2018 - Year to Date 2019 and 2018

Electric Department K-W Hours	No. Meters			No. Meters		
	In Service 6/30/2019	June 2019	Year to Date 2018-2019	In Service 6/30/2018	June 2018	Year to Date 2017-2018
Residential - Hastings	10,459	7,486,751	68,197,507	10,423	9,878,734	70,674,617
Residential - Rural	275	312,887	3,643,056	272	421,557	3,719,295
Residential - Juniata	346	298,049	3,014,272	342	403,587	3,136,984
Commercial - Hastings	1,865	5,784,129	52,645,266	1,873	6,825,688	55,964,438
Commercial - Rural *	198	786,376	10,110,776	195	946,032	9,001,957
Commercial - Juniata	50	122,700	1,031,970	50	140,566	1,089,448
Commercial Heating - Hastings	32	121,821	1,893,596	33	161,792	1,856,224
Commercial Heating - Rural	4	8,907	132,325	3	10,750	98,128
Primary Power	39	17,195,670	154,857,890	40	17,881,290	148,033,740
Irrigation	118	107,123	219,386	118	140,997	266,593
Street Lighting - Hastings	1	11,531	1,261,523	1	124,247	1,736,692
Traffics - Hastings	1	8,358	79,805	1	10,876	101,795
Street Lighting - Juniata	1	6,770	82,892	1	6,744	84,178
Public Authorities - Hastings	87	348,929	2,264,148	87	369,940	2,241,810
Public Authorities - Juniata	10	33,616	311,954	10	39,108	315,118
Unmetered	10	5,214	46,926	12	5,214	46,926
Interdepartmental	31	690,674	6,875,818	29	855,991	5,959,697
	<u>13,527</u>			<u>13,490</u>		
Total Retail Sales		33,329,505	306,669,110		38,223,113	304,327,640
Total Wholesale Sales		6,119,771	127,371,692		7,023,494	64,675,086
Total Sales		<u>39,449,276</u>	<u>434,040,802</u>		<u>45,246,607</u>	<u>369,002,726</u>
Gross Generation		16,031,600	245,389,000		27,376,000	220,529,130
Less Plant Power		(2,146,466)	25,934,147		2,877,085	24,663,671
Net Generation		<u>13,885,134</u>	<u>219,454,853</u>		<u>24,498,915</u>	<u>195,865,459</u>
KWH Purchased		29,397,865	225,361,338		21,723,084	185,726,737
Total KWH		<u>43,282,999</u>	<u>444,816,191</u>		<u>46,221,999</u>	<u>381,592,196</u>
Unaccounted For/Unbilled		3,833,723	10,775,389		975,392	12,589,470
KWH Sold (Retail and Wholesale)		<u>39,449,276</u>	<u>434,040,802</u>		<u>45,246,607</u>	<u>369,002,726</u>

* Includes a Correction of (12,970) KW Hrs for December

HASTINGS UTILITIES
COMPARATIVE STATEMENT OF PRODUCTION
June 2019 and 2018 - Year to Date 2019 and 2018

	No. Meters In Service 6/30/2019	June 2019	Year to Date 2018-2019	No. Meters In Service 6/30/2019	June 2018	Year to Date 2017-2018
Water Department - CCF						
Residential - Hastings	8,503	70,013	487,265	8,479	134,282	579,771
Residential - Rural	34	198	1,657	33	600	2,197
Residential - CMS	5	27	275	5	53	377
Commercial - Hastings	1,308	68,660	486,050	1,315	85,038	489,564
Commercial - Rural	32	772	5,296	28	1,010	4,606
Commercial - CMS *	76	15,010	122,140	76	21,490	120,863
Large Industrial - Hastings	4	16,234	145,363	4	19,845	156,481
Large Industrial - Rural	1	40,893	342,784	1	40,626	319,933
Sales to Public Authorities	69	5,182	16,698	71	11,703	25,307
Interdepartmental	30	1,785	18,866	28	3,571	23,050
	<u>10,062</u>			<u>10,040</u>		
Total Retail Sales		218,774	1,626,394		318,218	1,722,149
Total Wholesale Sales		5,104	29,962		4,899	32,701
Total Sales		<u>223,878</u>	<u>1,656,356</u>		<u>323,117</u>	<u>1,754,850</u>
CCF Pumped		207,578	1,702,798		300,573	1,844,353
Water Main Flushing		318	3,464		85	4,819
Unaccounted For/Unbilled		(16,618)	42,978		(22,629)	84,684
CCF Sold		<u>223,878</u>	<u>1,656,356</u>		<u>323,117</u>	<u>1,754,850</u>
* Includes a Correction of 1,918 CCF for December						
Gas Department - CCF *						
Residential - Hastings	9,326	223,954	7,397,203	9,309	162,766	6,990,419
Residential - Rural	18	231	18,749	17	191	17,708
Commercial - Hastings	1,222	77,510	3,203,539	1,226	62,952	2,971,060
Commercial - Rural	30	336	196,709	26	156	49,571
Industrial - Hastings	46	178,760	2,684,699	45	146,246	2,468,002
Industrial - Rural	2	3,960	136,435	2	4,254	134,193
Sales to Public Authorities	21	7,030	126,919	21	4,086	117,253
Firm Transportation	9	70,867	1,103,452	11	61,813	1,085,824
Interdepartmental	7	494	110,310	7	327	111,962
Total	<u>10,681</u>	<u>563,142</u>	<u>14,978,015</u>	<u>10,664</u>	<u>442,791</u>	<u>13,945,992</u>
Gas Purchased		319,647	12,225,058		323,690	11,672,870
Gas Manufactured		-	-		-	800
Total CCF		<u>319,647</u>	<u>12,225,058</u>		<u>323,690</u>	<u>11,673,670</u>
Unaccounted For/Unbilled		(243,495)	(2,752,957)		(119,101)	(2,272,322)
CCF Sold		<u>563,142</u>	<u>14,978,015</u>		<u>442,791</u>	<u>13,945,992</u>

*Volume adjusted based on 945 Btu/cf

HASTINGS UTILITIES
Unit Sales and Cost Analysis
Electric Department
Year to Date June 30, 2019

		KWH Purchased & Generated		
Generated		245,389,000 (A)		
Plant Use		25,934,147		
		<u>219,454,853 (B)</u>		
Purchased		225,361,338 (C)		
Net Generation & Purchase		<u>444,816,191</u>		
Unaccounted For/Unbilled		<u>10,762,419</u>		
Total KWH for Resale				
Retail	306,669,110 (E)			
Wholesale	<u>127,371,692</u>	<u>434,040,802 (D)</u>		
			Expense	Cost Net KWH
Production:				
Fuel		\$3,220,350	0.01467 (B)	
Other Production Expense		5,891,745	0.02685 (B)	
Production Depreciation		2,192,094	0.00999 (B)	
Total Production Expense		<u>\$11,304,189</u>	<u>0.05151 (B)</u>	
Power Purchased		11,116,814	0.04933 (C)	
Total Power Expense		<u>\$22,421,002</u>	<u>0.05166 (D)</u>	
Transmission & Distribution		1,159,444	0.00267 (D)	
General & Administrative		4,755,765	0.01096 (D)	
Other Depreciation		1,544,526	0.00356 (D)	
Payment in Lieu of Taxes		1,600,415	0.00369 (D)	
Total Power & Distribution Expense		<u>\$31,481,153</u>	<u>0.07253 (D)</u>	
Long Term Debt Interest		38,145	0.00009 (D)	
Total Cost		<u><u>\$31,519,298</u></u>	<u><u>0.07262 (D)</u></u>	
Revenue - KWH Sold - Retail		\$26,010,760	0.08482 (E)	
Revenue - KWH Sold - Wholesale		4,428,460		
Interest Earned		272,417		
Participation & Capacity Agreements		413,276		
Coal Income - Ethanol (Net of Expenses)		1,378,090		
Other Services Net of Expenses		160,982		
Total Revenues		<u><u>\$32,663,985</u></u>		

HASTINGS UTILITIES
Unit Sales and Cost Analysis
Year to Date June 30, 2019

Water Department

Total Water Pumped (CCF)	1,702,798
Water Main Flushing	3,464
Unaccounted For/Unbilled	42,977
Water for Resale	<u>1,656,357</u>

	<u>Expenses</u> <u>Year to Date</u>	<u>Cost Per</u> <u>CCF Sold</u>	<u>Cost Per</u> <u>CCF Pumped</u>
Expenses			
Production	\$470,762	0.28422	0.27646
Operation of Water Treatment	466,272	0.28150	0.27383
Transmission & Distribution	608,470	0.36735	0.35734
General & Administrative	1,073,955	0.64838	0.63070
Depreciation	486,897	0.29396	0.28594
Payment in Lieu of Taxes	247,269	0.14928	0.14521
Trans. To General Fund - Res. 1344	164,103	0.09907	0.09637
Subtotal	<u>\$3,517,728</u>	<u>2.12377</u>	<u>2.06585</u>
Distribution Loss	-	-	0.05792
Total	<u>\$3,517,728</u>	<u>2.12377</u>	<u>2.12377</u>
Total Revenue & Earnings per CCF Sold	<u>\$4,319,127</u>	<u>2.60761</u>	

Gas Department

Total Gas Purchased (CCF)	12,225,058
Equivalent Gas Manufactured (CCF)	-
Total	<u>12,225,058</u>
Unaccounted For/Unbilled (CCF)	-2,752,957
Total Gas for Resale (CCF)	<u>14,978,015</u>

	<u>Expenses</u> <u>Year to Date</u>	<u>Net Cost</u> <u>per CCF</u>
Expenses		
Gas Purchased & Manufactured	\$4,594,745	0.30677
Transmission & Distribution	775,355	0.05177
General & Administrative	1,326,212	0.08854
Depreciation	1,107,867	0.07397
Payment in Lieu of Taxes	247,334	0.01651
Trans. To General Fund - Res. 1344	226,392	0.01511
Intra-City Services Fund	16,090	0.00107
Total	<u>\$8,293,995</u>	<u>0.55374</u>
Total Revenue & Earnings per CCF Sold	<u>\$8,173,569</u>	<u>0.54570</u>

MONTHLY OPERATING DATA
June 2019

	<u>Current Month</u>	<u>Year to Date</u>	<u>Previous Year</u>
<u>Electric</u> Peak Hour	85.4 MW @ 1700 6/28//2019	85.4 MW @ 1700 6/28//2019	90.9 MW @ 1600 7/12/2018
<u>Gas</u>	1,249 MCF 6/12-13/2019 1,390 MMBTU	11,385 MCF 3/3-4/2019 12,188 MMBTU	13,037 MCF 01/15-16/2018 11,959 MMBTU
<u>Water</u> Peak Day	11.531 MGD 6/30/2019	11.531 MGD 6/30/2019	13.661 MGD 6/15/2018
<u>PCC</u> Peak Day	4.502 MGD 6/20/2019	5.093 MGD 3/13/2019	4.838 MGD 11/30/2018

Headcount for Pay Period Ending June 22

HU Dept	Pay Periods 12 to 13 Ending June 22				2018-2019 BUDGET			
	#EE	LABOR	BENEFITS	TOTAL \$	#EE	LABOR	BENEFITS	TOTAL \$
GAS	18	102,709	40,738	143,447	19	116,004	50,578	166,582
WATER/SEWER	15	72,041	26,524	98,566	17	82,160	40,335	122,495
PCC	8	42,130	14,952	57,082	10	57,667	25,772	83,439
ELEC/SUB/METERING	18	130,947	48,443	179,390	18	132,141	47,496	179,637
NDS	7	47,449	18,680	66,129	7	49,700	14,371	64,071
WEC	79	531,208	202,298	733,506	82	574,660	199,597	774,257
ADMIN <i>(EXCLUDES ENGIN, HR, IT, FINANCE)</i> <i>(includes Maint, Mechanic, Warehouse</i> ENGINEERING	15	110,690	45,597	156,287	17	122,629	48,079	170,708
BUSINESS OFFICE/ METER READING	19	120,402	43,925	164,327	18	127,915	33,944	161,859
	13	50,013	17,813	67,826	14	62,249	29,692	91,941
	192	1,207,590	458,970	1,666,560	202	1,325,125	489,864	1,814,989

Labor Includes Reg Pay, OT Pay, Sick Pay, Standby, and Vacation

Benefits Includes FICA, Medicare, ICMA, G West, Roth, Health/Dental, AFLAC, FSA & Pension

Budget number are divided by 12 to get monthly amounts

of Employees comes from Tammy's list

HASTINGS UTILITIES
COMPARISON OF CAPITAL EXPENDITURES WITH BUDGET
JUNE 2019
ELECTRIC DEPARTMENT

B.I. NO.	PROJECT	BUDGET AMOUNT	W.O. NO.	DATE APP.	APPROVED W.O. AMT.	W.O. TOTAL TO DATE	JUNE 2019	YEAR TO DATE 2018-2019	C
PLANT ADDITIONS									
2.00	Miscellaneous Plant - (WEC, NDS & DHPC)	\$100,000					\$0	\$3,582	
	Solar Farm Development						1,342,765	1,347,626	
PLANT ADDITIONS - WEC									
2.01	Replace reheater Desuperheat Station - WEC	140,000					2,393	12,181	
2.02	Replace Plant Switchgear - WEC (Carry Over PL-679)	900,000	PL-679	Mar-17	\$3,887,572	\$4,838,246	102,783	1,006,021	
2.03	New Platforms - WEC	90,000					-	20,785	
2.04	New Circ. Water Pumps Platform - WEC	25,000					-	12,353	
2.05	New Boiler Throat Door - WEC	40,000					-	906	
2.06	Upgrade DCS WEC1	122,000					-	6,536	
2.07	New Dry Ash System - WEC	30,000					-	-	
	Replace Tripper Control Cable-Track Systems - WEC (Carry Over PL-691)		PL-691	Jan-18	15,368	\$20,027	-	15	
PLANT ADDITIONS WEC SHARED									
2.08	New Iron Worker - WEC (Shared)	14,000					-	14,459	
2.09	New Hydraulic Press Conversion - WEC (Shared)	10,000					-	6,740	
2.10	Drill Bit Sharpener - WEC (Shared)	6,000					-	5,907	
2.11	Replace Laser Alignment Tool - WEC (Shared)	29,000					-	30,898	
2.12	Replace Bridge Port Mill Replace - WEC (Shared)	23,000					-	34,274	
2.13	New Bendicator for Slope in Dumper Building - WEC (Shared)	8,000					-	-	
2.14	New Security Gates - WEC (Shared)	30,000					-	-	
2.15	Relocate Network Equipment - WEC (Shared)	9,000					-	-	
	Hot Water Cabinet Washer - WEC (Shared)						-	11,719	
PLANT ADDITIONS NDS									
2.17	New Platforms - NDS	30,000					-	7,489	
2.18	Replace Unit 5 480V Switchgear - NDS	40,000					-	-	
2.19	Replace 13.8 KV Breakers in 34.5 KV Substations	100,000					-	-	
TOTAL PLANT ADDITIONS		<u>\$1,746,000</u>					<u>\$1,447,941</u>	<u>\$2,521,491</u>	
RURAL DISTRIBUTION									
2.20	New 3-Phase Overhead Electric Line on J St., Elm Ave. to Technical Blvd.; and on Technical Blvd., J St. to Coal Train Rd.	\$286,000					\$755	\$755	
2.21	Ordinary Construction Additions to Rural System	100,000					-	100,225	
TOTAL RURAL DISTRIBUTION		<u>\$386,000</u>					<u>\$755</u>	<u>\$100,980</u>	

HASTINGS UTILITIES
COMPARISON OF CAPITAL EXPENDITURES WITH BUDGET
JUNE 2019
ELECTRIC DEPARTMENT

B.I. NO.		BUDGET AMOUNT	W.O. NO.	DATE APP.	APPROVED W.O. AMT.	W.O. AMOUNT	JUNE 2019	YEAR TO DATE 2018-2019	C
CITY DISTRIBUTION - OVERHEAD									
2.30	Windstream Pole Acquisition	\$1,100,000					\$0	\$1,100,000	
2.31	Conversion from 2400/4160Y to 7970/13800Y, 2nd St. to 7th St., Bridge Ave. to Bellevue Ave. (Contractor)	420,000					-	-	
2.32	Meters, Sockets, and Equipment	175,000					2,559	55,840	
2.33	Services, Overhead and Underground	75,000					634	63,604	
2.34	Ordinary Overhead Construction Additions	150,000					22,906	212,609	
TOTAL CITY DISTRIBUTION - OVERHEAD		<u>\$1,920,000</u>					<u>\$26,099</u>	<u>\$1,432,053</u>	
CITY DISTRIBUTION - UNDERGROUND									
2.40	North Park Commons Subdivision South of 33rd St. and Osborne Dr. East (New Main Feeder Line)	\$157,000					\$0	\$90,875	
2.41	Rebuild Flowserve Electric Line to 13.8 KV	575,000					-	-	
2.42	Conversion from 2400/4160Y to 7970/13800Y, Lexington Ave. to Burlington Ave., 1st St. to 6th St.	240,000	EL-66	Mar-19	240,265	44,429	44,414	44,429	
2.43	Ordinary Underground Construction Additions Potential Projects: Hampton Inn, NP Commons Outlets, Apt. Complex, Lakeview 6th, Thermo King, Mesner Devel., on 26th, Kent St., St. Joseph to Colorado Aves. 3-Phase Underground Electric Line to CPI Plant (C.O. EL-39)	450,000					10,658	218,690	
TOTAL CITY DISTRIBUTION - UNDERGROUND		<u>\$1,422,000</u>					<u>\$55,072</u>	<u>\$379,689</u>	C
VEHICLE AND MISCELLANEOUS ADDITIONS									
2.50	Transformer Power Factor Test Set	\$50,000					\$0	\$0	
2.51	Replace Truck 27 (1988 Ford Aerial)	200,000					-	-	
2.52	Replace Truck 20 (2008 Ford)	40,000					34,187	34,187	
2.53	Tools and Miscellaneous Equipment	50,000					-	-	
TOTAL VEHICLE & MISCELLANEOUS ADDITIONS		<u>\$340,000</u>					<u>\$34,187</u>	<u>\$34,187</u>	
ALLOCATION OF ADMINISTRATIVE DEPT. CAPITAL BUDGET		<u>\$625,067</u>					<u>\$9,028</u>	<u>\$51,699</u>	
TOTAL CAPITAL BUDGET - ELECTRIC DEPARTMENT		<u>\$6,439,067</u>					<u>\$1,573,083</u>	<u>\$4,520,099</u>	
LESS CONTRIBUTIONS BY OTHERS									
	Rebuilt Flowserve Electric Line to 13.8 KV	\$575,000					\$0	\$0	
	Miscellaneous Contributions						-	5,482	
TOTAL CONTRIBUTIONS BY OTHERS		<u>\$575,000</u>					<u>\$0</u>	<u>\$5,482</u>	
TOTAL CAPITAL BUDGET - ELECTRIC DEPARTMENT		<u><u>\$5,864,067</u></u>					<u><u>\$1,573,083</u></u>	<u><u>\$4,514,617</u></u>	

HASTINGS UTILITIES
COMPARISON OF CAPITAL EXPENDITURES WITH BUDGET
JUNE 2019
GAS DEPARTMENT

B.I. NO.	PROJECT	BUDGET AMOUNT	W.O. NO.	DATE APP.	APPROVED W.O. AMT.	W.O. TOTAL TO DATE	JUNE 2019	YEAR TO DATE 2018-2019	C
DISTRIBUTION ADDITIONS									
1.00	Replacement 2" Medium Pressure Gas Main on 3rd St., 3rd Ave. to Greenhouse Ct. (Carry Over GA-332)	\$43,303	GA-332	Aug-17	\$43,303	\$55,682	\$19,536	\$35,069	
1.01	Replacement 2" Medium Pressure Gas Main on Highland Dr., Bard St. to Pryor Ter. (Carry Over GA-337)	89,786					-	-	
1.02	Replacement 8" Medium Pressure Gas Main on Front St., Maple Ave. to Baltimore Ave. (Carry Over GA-336)	50,000	GA-336	Jan-18	237,091	88,344	-	284	
1.03	New 4' PE Gas Main for North Park Commons Sub - Osborne Dr. East 33rd to 31st Sts.; and 33rd & 31st Sts., Osborne Dr. East to Yost Ave.	80,000	GA-342	Oct-18	96,328	68,397	-	68,397	
1.04	Replacement 2" Medium Pressure Gas Main on Highland Dr.; Country Club Ave. to Bard St.	67,000					-	-	
1.05	Replacement 2" Medium Pressure Gas Main on 3rd Ave., 3rd St. to 5th St.	44,000					-	-	
1.06	Purchase of New Gas Meters	100,000					-	37,976	
1.07	Miscellaneous Gas Service Replacements	125,000					1,131	85,306	
1.08	Miscellaneous Gas Main Replacement	50,000					-	19,588	
1.09	New Developments and Annexations Potential Projects: Lakeview 6th, Mesner Devel. On 26th St., Kent St. St. Joseph to Colorado Ave.	100,000					-	42,081	
TOTAL DISTRIBUTION ADDITIONS		<u>\$749,089</u>					<u>\$20,667</u>	<u>\$288,702</u>	
VEHICLES AND MISCELLANEOUS ADDITIONS									
1.30	Tools and Equipment	\$25,000					\$0	\$18,305	
1.31	New Truck Blade	15,000					-	9,784	
1.32	Replace Truck #17 (1999 Ford 3/4 ton Flat Bed)	90,000					-	55,605	
TOTAL VEHICLE AND MISCELLANEOUS ADDITIONS		<u>\$130,000</u>					<u>\$0</u>	<u>\$83,694</u>	
ALLOCATION OF ADMINISTRATIVE DEPT. CAPITAL BUDGET		<u>\$152,787</u>					<u>\$2,182</u>	<u>\$12,498</u>	
TOTAL CAPITAL BUDGET - GAS DEPARTMENT		<u><u>\$1,031,876</u></u>					<u><u>\$22,849</u></u>	<u><u>\$384,894</u></u>	

HASTINGS UTILITIES
COMPARISON OF CAPITAL EXPENDITURES WITH BUDGET
JUNE 2019
WATER DEPARTMENT

B.I. NO.	PROJECT	BUDGET AMOUNT	W.O. NO.	DATE APP.	APPROVED W.O. AMT.	W.O. TOTAL TO DATE	JUNE 2019	YEAR TO DATE 2018-2019	C
PLANT ADDITIONS									
3.00	ASR Injection Wells and Water Collection System West of Marian Rd. (Phase 3)	\$200,000					\$6,540	\$48,768	
3.01	ASR Dual Pump System for Well 26	50,000					-	-	
3.02	New Well and Wellhouse for ASR Well 30 Complete with Dual Pump System (Carry Over WA-353)	600,000	WA-353	Feb-19	\$594,578	\$227,739	167,724	227,739	
	Well 27 R.O. Treatment Design (Carry Over WA-318,320)		/WA318	Nov-16	5,312,519	5,395,862	-	101,657	
			WA-320						
TOTAL PLANT ADDITIONS		<u>\$850,000</u>					<u>\$174,264</u>	<u>\$378,164</u>	
PRODUCTION ADDITIONS									
3.10	New Well Pressure Regulation Controls for Water System	200,000	WA-365	Mar-19	142,083	\$971	\$0	\$971	
			WA-366						
3.11	Removal and Abandonment of Wells and Wellhouses	50,000					-	-	
3.12	New Well 37 and Wellhouse	50,000					-	-	
3.13	Well Replacement	250,000					-	59,276	
3.14	Rebuild and Upgrade Well 11 at 4th St. and Baltimore Ave. w/Steel Liner and Stainless Steel Screen	200,000					-	-	
3.15	New Backup Generator for Wells	250,000	WA-363	May-19	\$277,894	\$31,015	30,154	31,015	
	Wellhouse & Well 36 - 12th & Baltimore (Carry Over WA-319)		WA-319	Nov-17	\$490,819	\$517,220	-	8,770	C
TOTAL PRODUCTION ADDITIONS		<u>\$1,000,000</u>					<u>\$30,154</u>	<u>\$100,033</u>	

HASTINGS UTILITIES
COMPARISON OF CAPITAL EXPENDITURES WITH BUDGET
JUNE 2019
WATER DEPARTMENT

<u>B.I. NO.</u>	<u>PROJECT</u>	<u>BUDGET AMOUNT</u>	<u>W.O. NO.</u>	<u>DATE APP.</u>	<u>W.O. AMOUNT</u>	<u>W.O. TOTAL TO DATE</u>	<u>JUNE 2019</u>	<u>YEAR TO DATE 2018-2019</u>	<u>C</u>
TRANSMISSION & DISTRIBUTION									
3.20	New 10" Water Main on 8th St., Denver Ave. to Kansas Ave. for MLMH	\$280,000					\$0	\$0	
3.21	Replace & Upgrade with 8" Main on 4th St., Denver Ave. to Minnesota Ave. (Carry Over WA-355)	270,000	WA-355	Nov-18	273,380	276,783	21,990	276,783	
3.22	Replace & Upgrade 10" Main on Denver Ave., 8th St. to 10th St.; 9th St. to Denver Ave. to Hastings Ave. (Carry Over WA-349)	137,500	WA-349	Nov-18	142,009	133,595	9,714	131,337	
3.23	Replace and Upgrade with 8" Main on 5th St., Minnesota Ave. to California Ave.	200,000	WA-358	Apr-19	309,339	26	-	26	
3.24	Meters	180,000					-	113,586	
3.25	Install Valves; Replace and/or Extend Fire Hydrants	50,000					6,465	32,666	
3.26	Misc. Water Main Improvements Potential Projects: Mesner Development on 26th St., NP Commons Apt. Complex, Kent St., St. Joseph Ave. to Colorado Ave.	300,000					4,673	135,226	
TOTAL TRANSMISSION & DISTRIBUTION		<u>\$1,417,500</u>					<u>\$42,841</u>	<u>\$689,624</u>	
MISCELLANEOUS ADDITIONS									
3.30	Replace Truck 38 (2003 GMC) (Carry Over)	\$100,000					\$0	\$125,371	
3.31	Replace Truck 33	30,000					-	-	
3.32	Small Tools and Misc. Equipment	15,000					-	-	
TOTAL MISCELLANEOUS ADDITIONS		<u>\$145,000</u>					<u>\$0</u>	<u>\$125,371</u>	
ALLOCATION OF ADMINISTRATIVE DEPT. CAPITAL BUDGET		<u>\$153,008</u>					<u>\$2,269</u>	<u>\$12,995</u>	
TOTAL CAPITAL BUDGET - WATER DEPARTMENT		<u>\$3,565,508</u>					<u>\$249,529</u>	<u>\$1,306,187</u>	
LESS CONTRIBUTIONS BY OTHERS									
	New 10" Water Main on 8th St., Denver Ave. to Kansas Ave. for MLMH	\$187,000					\$0	\$0	
	Miscellaneous Contributions						7,038	39,776	
	Water Meters	15,000					-	8,386	
TOTAL CONTRIBUTIONS		<u>\$202,000</u>					<u>\$7,038</u>	<u>\$48,162</u>	
TOTAL CAPITAL BUDGET AFTER PARTICIPATION		<u><u>\$3,363,508</u></u>					<u><u>\$242,491</u></u>	<u><u>\$1,258,025</u></u>	

HASTINGS UTILITIES
COMPARISON OF CAPITAL EXPENDITURES WITH BUDGET
JUNE 2019

POLLUTION CONTROL DEPARTMENT

B.I. NO.	PROJECT	BUDGET AMOUNT	W.O. NO.	DATE APP.	APPROVED W.O. AMT.	W.O. TOTAL TO DATE	JUNE 2019	YEAR TO DATE 2018-2019	C
PLANT ADDITIONS									
4.00	Miscellaneous Plant	\$40,000					\$0	\$4,345	
4.01	New Blanket Detector	11,000					-	-	
4.02	Bypass Old Showboat Blvd. Metering Structure	150,000	SW-335	Jan-19	278,678	\$0	-	-	
4.03	Sycamore Lift Station Rehab	125,000	SW-332	Aug-18	141,809	129,718	-	129,718	
4.04	Ammonia Limits/Requirements, Primary Digester Rehab	75,000					5,990	27,806	
4.05	New Water Break Tank	50,000					-	-	
4.06	Replace Supernatant Pump	48,000					(532)	13,204	
	Lift Station, S Street/Showboat (Carry Over SW-333)		SW-333	Oct-18	\$93,958	62,582	-	37,098	
TOTAL PLANT ADDITIONS		<u>\$499,000</u>					<u>\$5,457</u>	<u>\$212,171</u>	
MAIN ADDITIONS									
4.20	New 42nd St. Outfall Sewer; Wendell Dr. to Baltimore Ave.	\$200,000					\$0	\$0	
4.21	Miscellaneous Sewer Main and Manhole Improvements. Potential Projects: NP Commons, Apt. Complex, Mesner Dev. on 26th St., Kent St., St. Joseph Ave. to Colorado Ave.	100,000					3,617	79,262	
4.22	Sewer Main and Manhole Relining Projects	100,000					-	7,039	
TOTAL MAIN ADDITIONS		<u>\$400,000</u>					<u>\$3,617</u>	<u>\$86,301</u>	
MISCELLANEOUS ADDITIONS									
4.30	Tools & Miscellaneous Equipment	\$8,000					\$0	\$14,716	
4.31	Purchased Used Semi Tanker Trailer	\$75,000					-	78,975	
TOTAL MISCELLANEOUS ADDITIONS		<u>\$83,000</u>					<u>\$0</u>	<u>\$93,691</u>	
ALLOCATION OF ADMINISTRATIVE DEPT. CAPITAL BUDGET		<u>\$173,888</u>					<u>\$2,312</u>	<u>\$13,240</u>	
TOTAL CAPITAL BUDGET - POLLUTION CONTROL DEPT.		<u>\$1,155,888</u>					<u>\$11,386</u>	<u>\$405,403</u>	
LESS CONTRIBUTIONS BY OTHERS									
Miscellaneous Contributions							\$0	\$19,245	
TOTAL CONTRIBUTIONS							<u>\$0</u>	<u>\$19,245</u>	
TOTAL CAPITAL BUDGET AFTER PARTICIPATION							<u>\$11,386</u>	<u>\$386,158</u>	

HASTINGS UTILITIES
COMPARISON OF CAPITAL EXPENDITURES WITH BUDGET
JUNE 2019
STREET LIGHTING DEPARTMENT

<u>B.I. NO.</u>	<u>PROJECT</u>	<u>BUDGET AMOUNT</u>	<u>W.O. NO.</u>	<u>DATE APP.</u>	<u>APPROVED W.O. AMT.</u>	<u>W.O. TOTAL TO DATE</u>	<u>JUNE 2019</u>	<u>YEAR TO DATE 2018-2019</u>
PLANT ADDITIONS								
5.00	Miscellaneous Street Light Improvements; Potential Projects Mesne	\$86,000					\$0	\$105,369
5.01	New N.P. Commons LED Lights with Steel Poles	160,000	SL-120	Apr-19	\$105,206	\$80,368	4,266	80,368
5.02	New Street Lights for Shadow Ridge Court and 33rd St.	57,500	SL-124	May-19	54,854	-	-	-
5.03	Replace Street Lights with LED Fixtures (Carry Over SL-95)	230,000	SL-95	Apr-15	1,584,287	1,300,091	2,752	69,830
5.04	Replace Poles and Add New LED Post Top Fixtures Downtown	37,500	SL-123	May-19	35,622	5,391	3,719	5,391
TOTAL PLANT ADDITIONS		<u>\$571,000</u>					<u>\$10,737</u>	<u>\$260,958</u>
TOTAL CAPITAL BUDGET - STREET LIGHTING		<u>\$571,000</u>					<u>\$10,737</u>	<u>\$260,958</u>
LESS CONTRIBUTIONS IN AID OF CONSTRUCTION							<u>\$0</u>	<u>\$8,705</u>
TOTAL CAPITAL BUDGET - STREET LIGHTING							<u>\$10,737</u>	<u>\$252,253</u>

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HASTINGS UTILITIES
COMPARISON OF CAPITAL EXPENDITURES WITH BUDGET
JUNE 2019
ADMINISTRATIVE DEPARTMENT

B.I. NO.	PROJECT	BUDGET AMOUNT	W.O. NO.	DATE APP.	APPROVED W.O. AMT.	W.O. TOTAL TO DATE	JUNE 2019	YEAR TO DATE 2018-2019	C
GENERAL OFFICE, INFO. TECHNOLOGY & MISC. EQUIP.									
6.00	Misc. Equipment for Office, Engineering, Stores, & Vehicle Maint.	\$90,000					\$15,226	\$15,226	
6.01	New ERP Software	325,000					406	71,227	
6.02	Modify Business Office for Security & Customer Service	500,000					160	160	
6.03	New Concrete for Outside Storage at Warehouse	77,750					-	3,818	
6.04	MC Mobile Collector	25,000					-	-	
6.05	Repalce Mechanic's Shop	50,000					-	-	
6.06	Upgrade Software of Worldview to SmartVU	37,000					-	-	
TOTAL GENERAL OFFICE, DATA PROCESSING & MISC. EQUIP.		<u>\$1,104,750</u>					<u>\$15,792</u>	<u>\$90,432</u>	
TOTAL CAPITAL BUDGET		<u><u>\$1,104,750</u></u>					<u><u>\$15,792</u></u>	<u><u>\$90,432</u></u>	
ALLOCATION TO OPERATING DEPT.									
Electric	57.17%	\$631,586					\$9,028	\$51,699	
Gas	13.82%	152,676					2,182	12,498	
Water	14.37%	158,753					2,269	12,995	
Sewer	14.64%	161,735					2,312	13,240	
TOTAL ALLOCATED		<u><u>\$1,104,750</u></u>					<u><u>\$15,792</u></u>	<u><u>\$90,432</u></u>	

HASTINGS UTILITIES
COMPARISON OF ESTIMATE TO ACTUAL COSTS OF INTRA-CITY SERVICES
JUNE 30, 2019, FISCAL YEAR 2018-2019

<u>DESCRIPTION</u>	<u>W.O. #</u>	<u>ORIGINAL ESTIMATE</u>	<u>2018-2019 ESTIMATE</u>	<u>DATE APPROVED</u>	<u>W.O. TOTAL TO DATE</u>	<u>JUNE 2019</u>	<u>YEAR TO DATE 2018-2019</u>	<u>STATUS</u>
REMOVE METER PITS FOR PARKS DEPT WATER DEPT INCENTIVE FUND	MA-582	\$ 43,747 (9,000)		3/17/2016	\$ 38,117 (9,000)	\$ - -	\$ - -	OPEN
							- -	
MISC. PROJECTS NOT ASSIGNED A W.O.						2,055	18,145	
TOTAL		<u>\$ 34,747</u>	<u>\$ -</u>		<u>\$ 29,117</u>	<u>\$ 2,055</u>	<u>\$ 18,145</u>	
ANNUAL BUDGET			50,000				50,000	
BUDGET REMAINING			<u>\$ 50,000</u>				<u>\$ 31,855</u>	

4 meter pits removed in FY 2016
5 meter pits removed in FY 2016-2017
rebate credit given for 4, credit for 5th
rebate in October 2017

**CITY OF HASTINGS
DEVELOPMENT SERVICES DEPARTMENT
MONTH END REPORT FOR SEPTEMBER 2019**

Type of Permit	# of Permits	Fees	Valuation
Electric	25	\$ 3,975.00	\$ 852,460.00
Gas	11	\$ 220.00	
Plumbing			
Inspection	19	\$ 750.00	
Utilities		\$ 1,717.42	
Building			
Issued	39	\$ 20,663.90	\$ 5,948,301.70
Demolition	1	\$ -	
Sign Permits	2	\$ 60.00	
Fence Permits	5	\$ 150.00	
Street Access Permits	9	\$ 300.00	
Moving Permits	0	\$ -	
Roofing Permits	43	\$ 1,260.00	
Siding Permits	2	\$ 60.00	
Zoning and Filing Fees		\$ 384.00	
Out of District		\$ 9,225.00	
Electric Cards		\$ 35.00	
Plumbing Cards		\$ -	
Gas Cards		\$ -	
Electric Exams		\$ -	
Plumbing Exams		\$ -	
Gas Exams		\$ 350.00	
Occupation Tax		\$ 200.00	
Subtotals	156	\$ 39,350.32	\$ 6,800,761.70
HU Plbg. Reimbursement		\$ 1,683.76	
HU Out of District Fees		\$ 9,225.00	
Total Collected	156	\$ 28,441.56	\$ 6,800,761.70

Don Threewitt, Director
Development Services Director

**CITY OF HASTINGS
DEVELOPMENT SERVICES DEPARTMENT
MONTH END REPORT FOR SEPTEMBER 2019**

Type of Work and Occupancy	Totals		
	#		Valuation
Addition			
Factory and industrial, moderate hazard	0		\$ -
Residential, one and two family	0		\$ -
Utility miscellaneous	3		\$ 30,841.40
Storage, moderate hazard	1		\$ 353,318.40
Business	2		\$ 142,224.88
High Hazard	1		\$ 2,018,180.00
0	0		\$ -
0	0		\$ -
0	0		\$ -
0	0		\$ -
0	0		\$ -
0	0		\$ -
0	0		\$ -
0	0		\$ -
0	0		\$ -
0	0		\$ -
0	0		\$ -
0	0		\$ -
0	0		\$ -

New			
Residential, one and two family	6		\$ 1,923,559.82
Utility miscellaneous	8		\$ 75,397.20
Business	0		\$ -
Factory and industrial, moderate hazard	0		\$ -
Assembly, arenas	0		\$ -
Assembly, general, community halls libraries, museums	0		\$ -
Grading	0		\$ -
Residential, multiple family	0		\$ -
Assembly, restaurants, bars, banquet halls	0		\$ -
Storage, moderate hazard	1		\$ 300,000.00
Storage, low hazard	2		\$ 763,880.00
0	0		\$ -
0	0		\$ -
0	0		\$ -
0	0		\$ -
0	0		\$ -
0	0		\$ -
0	0		\$ -

Remodel			
Assembly, restaurants, bars, banquet halls	0		\$ -
Business	1		\$ 5,000.00
Factory and industrial, moderate hazard	0		\$ -
Residential, multiple family	0		\$ -
Residential, one and two family	8		\$ 80,400.00
Storage, moderate hazard	0		\$ -
Utility miscellaneous	1		\$ -
Mercantile	1		\$ 4,500.00
Unfinished basement	1		\$ 9,000.00
Grading	0		\$ -
Assembly, arenas	0		\$ -
Assembly, churches	2		\$ 202,000.00
Assembly, nightclubs	0		\$ -
Assembly, general, community halls libraries, museums	1		\$ 40,000.00
0	0		\$ -
0	0		\$ -
0	0		\$ -
0	0		\$ -

Totals	39		\$ 5,948,301.70
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Hastings Public Library Director's Report

October 2019

In the final months of the fiscal year, we have made adjustments to our collections, programming and makerspace.

In collections, we have shifted the adult nonfiction back to original Dewey order and removed the neighborhood organizations. The neighborhoods were intended to make the collection more browsable by the public, but we learned that our community does not “browse”. Our community is heavily reliant on the catalog and the seek & find method. I also believe, if we had had more space and lower shelving, we could have implemented a better, more neighborhood-friendly area with the remodel, but with our tall shelving, neighborhoods remained too confusing.

We did keep two logical neighborhoods: People/Biographies and the Nebraska Collection. We had never had a biography collection before, and through the neighborhood “experiment” we did find it helpful and enriching to have the biographies all together. Staff were also pleased that those two large sets of books didn’t require shifting! The rest of adult nonfiction follows in Dewey order on the east side of the first floor, following Nebraska and People.

Weeding and shifting in adult nonfiction allowed us to shift audiobooks to tall shelves and spread out large print off the top and bottom shelves. This increased the visibility and accessibility of these collections.

Programming is going amazing with Kristy and Tim marking their one-year anniversaries with HPL. Kristy and Morgan are working together to create long range programming plans that will allow better publication materials for families. Their goal is a quarterly or biannual publication that will include all events at the library (including makerspace!) in a nice brochure everyone wants on their end table or refrigerator.

Kristy is also working within the community to bring the Humanities Nebraska program [Prime Time Family Reading Time](#) to our library in 2020.

Our Makerspace Showcase will be October 26th, just before the Library Innovation Studios equipment departs on November 4th. We have learned a great deal from this grant opportunity, and specifically the ins and outs of running a structured makerspace. After the LIS equipment moves on to Blue Hill next month, we will be adjusting our hours and our certification process for our new and “old” equipment. We also plan to have a select assortment of “consumables” on hand for the new equipment now that we know how to manage an inventory of items of interest to the public.

Also, as learned from my trip to Nebraska Library Association conference just last week, during the upcoming year, I intend to begin a privacy audit for the library regarding our daily processes and assessing our third party vendors. More to come with a full year end report.

Respectfully submitted,
Amy Hafer

MEMORANDUM

DATE : August 19, 2019
TO : Kevin Johnson
FROM : Ron Sekora
RE : Release easement on Shady Acres Sub on 2nd Ave north of BNRR.

The property owner has replatted his property into 2 lots as Shady Acres Subdivision and an easement filed in Miscellaneous Record 29, Page 333 on April 18, 1958 needs to be released to eliminate an easement that is no longer needed.

Windstream and Charter TV have been contacted and do not object to the release of this easement.

Staff recommends approval for the release of this easement.

I will be available to answer any questions you may have.

Sincerely,



Ron Sekora

Coordinating Engineer

Aspen/employees/Rsekora/HU19/letters/Memo release esmt Shady Acres Sub

RELEASE OF EASEMENT
City of Hastings Utility Department, Hastings, Nebraska
1228 North Denver Avenue / PO Box 289 / Hastings, NE 68902-0289

WHEREAS, the City of Hastings holds interest in in an easement recorded as Doc# 29-333, April 18, 1958, on, over, across and beneath the following real estate:

A 10' wide easement running east to west located in the SW ¼ of Section 5, T 7N, R 9W established by document Miscellaneous Record 29, page 333, April 18, 1958 , Adams County, Nebraska recorded as per attached Exhibit "A".

WHEREAS, Joel A. and Dawn A. Eberle, is titleholder of the said real estate; and,

WHEREAS, the City of Hastings has exhausted its need and use of the said easement; and,

WHEREAS, by virtue of a Resolution enacted by the Mayor and City Council of the City of Hastings on the ____ day of _____, 20____, the City of Hastings has released and waived its interest in the said easement and has authorized the Mayor of the City of Hastings to execute this Release.

NOW, THEREFORE, the City of Hastings hereby quitclaims all its right, title and interest in the said easement and hereby waives any claim it may have thereunder.

EXECUTED on the ____ day of _____, 20_____.

ATTEST:

THE CITY OF HASTINGS
A Municipal Corporation
Of the State of Nebraska

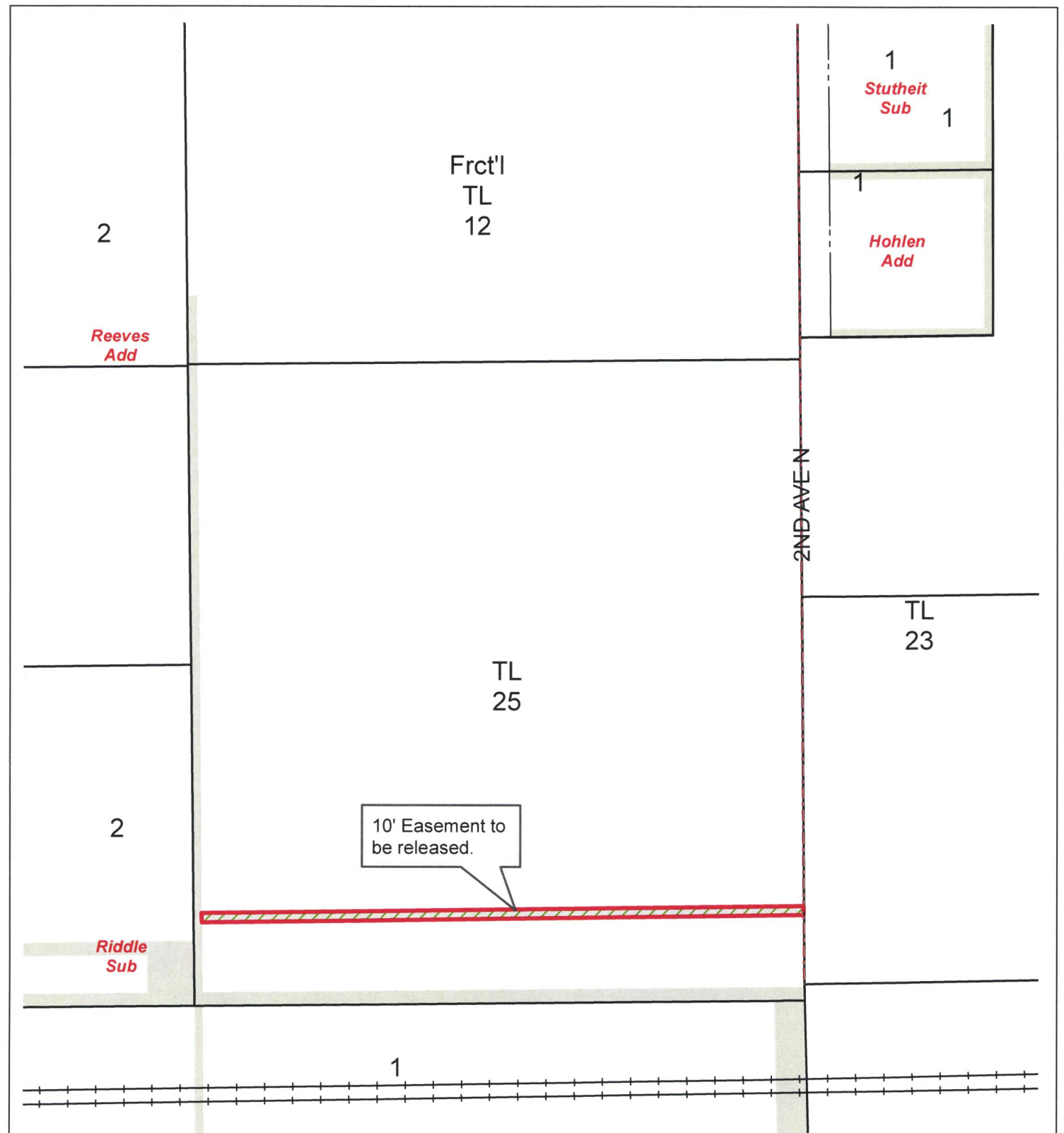
Kimberly S. Jacobitz, City Clerk

By: _____
Corey Stutte, Mayor of Hastings

STATE OF NEBRASKA)
) ss
ADAMS COUNTY)

ON THIS ____ DAY OF _____, 20____, Corey Stutte, known to me to be the Mayor of the City of Hastings and the identical person who executed the foregoing Release of Easement, appeared before me and acknowledged execution thereof to be his voluntary act and deed.

Notary Public



A 10' Wide easement running west located
in the SW 1/4 of Section 5, T7N, R 9W
established by document Miscellaneous
Record 29, page 333, April 18, 1958,
Adams County, Nebraska.


NORTH
NOT TO SCALE

		Exhibit "A" Tax Lot 25	
DBN	RS	Subt	Ord
CRWN	EK	W/O. No	Cld
DATE	8/16/2019	PAID/TH No	App
			EX-A-0176

WORK ORDER ENGINEERING ESTIMATE

HASTINGS UTILITIES

HASTINGS, NEBRASKA

Name of Department: PCF

Construction: X

Retirement: _____

Work Order No.: SW-344

Budget Item No.: 4.03 2019-2020

Budget Item Amt: \$50,000

DESCRIPTION AND LOCATION:

Install a break tank and booster pump system on the exister service water system.
Location of the equipment is in the energy recovery unit (ERU) building.

PURPOSE OF WORK IMPROVEMENT:

Requirement by the Nebraska Health and Human Services to have a physical disconnection between the potable water system and pressurized sewage.

CONTRIBUTIONS/REMARKS:

HU to supply equipment and complete all electrical and PLC requirements. Contractor will install equipment and complete any piping and plumbing.

Estimated Cost	Amount	Attached Map or DWG No.:	
1. Material to be Purchased	\$23,850.00	Sheet No.:	
2. Stores Dept. Charge @ 9.0%	2,146.50		
3. Material from Stock	2,000.00	Date Work to be Started:	10/1/19
4. Stores Dept. Charge @ 9.0%	180.00	Date Work to be Finished:	9/1/20
5. Labor	11,946.00	Checked By:	Date
6. Mileage & Truck Usage	200.00	<i>Kurt Miller</i>	9/25/19
7. Equipment Usage	450.00	Checked By:	Date
8. Contract Amount	8,000.00		
9.		Approved By:	Date
10.		<i>Ruth Leonhardt</i>	9/25/19
SUBTOTAL	\$48,772.50	Director of Engineering	
Engineering & Administrative @ 12%	5,852.70	Approved By:	Date
Subtotal	\$54,625.20		
Less Developer Contribution		Board of Public Works	
		Authorized By:	Date
TOTAL ESTIMATED COST OF WORK ORDER	\$54,625.20	Manager <i>[Signature]</i>	9/25/19

HASTINGS UTILITIES, HASTINGS, NEBRASKA

Work Order No.: SW-344

B.I. No.: 4.03

B.I. Yr.: 2019-2020

LABOR AND EQUIPMENT ESTIMATE

Classification of Labor or Equipment to be Used		No of Hr/Mi/Ft	Cost Per Unit	Subtotal	Total Cost	
LABOR:	WEC (I&C Department)	160	58.30	9,328.00	\$11,946.00	
	Gas Department	50	52.36	2,618.00		
TOTAL - LABOR						
MILEAGE:	Trucks 22 & 23 (Miles)			0.00	\$200.00	
	Trucks 24 & 28 (Miles)			0.00		
	Trucks 25 & 26 (Miles)			0.00		
	Truck (Miles)	100	2.00	200.00		
TRUCKS:	Trucks 22 & 23 (Hours)			0.00		
	Trucks 24 & 28 (Hours)			0.00		
	Trucks 25 & 26 (Hours)			0.00		
	Truck (Hours)			0.00		
TOTAL - MILEAGE & TRUCKS						
EQUIPMENT:	Air Compressor (Hours)			0.00		\$450.00
	Backhoe (Hours)			0.00		
	Boring Machine or Bore (Feet)	300	1.50	450.00		
	Packer (Hours)			0.00		
	Trench (Feet)			0.00		
	Skid Steer			0.00		
	Hydra Tamp (Hours)			0.00		
	Spoil Vac (Hours)			0.00		
	TOTAL - EQUIPMENT USAGE					
TOTAL COST ALL LABOR AND EQUIPMENT ESTIMATE					\$12,596.00	

MATERIAL ESTIMATE

Quantity	Stock Number	Description	Unit Price	Stock Material	New Material
1		VFD Package/PLC	12,200.00		\$ 12,200.00
2		Vertical Multi-Stage Pumps	1,600.00		\$ 3,200.00
1		500 Gallon Poly Cone Bottom Tank & Stand	2,900.00		\$ 2,900.00
1		Pressure Transmitter	1,600.00		\$ 1,600.00
2		Pressure Gauge	100.00		\$ 100.00
1		Elec Actuated 2" BV	350.00		\$ 350.00
unit		1" Poly and 1/2" Poly w/ Tracer Wire	2,000.00	2,000.00	
1		miscellaneous electrical/cable etc	1,500.00		\$ 1,500.00
				-	
		TOTAL		\$ 2,000.00	\$ 21,850.00

Estimated By: Kurt Miller

Date: 9-25-19

Page 2

WORK ORDER ENGINEERING ESTIMATE

HASTINGS UTILITIES

HASTINGS, NEBRASKA

Name of Department: ElectricWork Order No.: EL-89Construction: XBudget Item No.: 2.43 2018/2019

Retirement: _____

Budget Item Amt: \$450,000**DESCRIPTION AND LOCATION:**

Installation of a three-phase underground electric line and padmount transformer for Van Diest Supply at 1600 West G Street

PURPOSE OF WORK IMPROVEMENT:

New 400Amp 120/208Y 3-phase main electric panel being installed. Existing 225Amp 120/240 1-phase main electric panel will be fed from new 3-phase panel.

CONTRIBUTION/REMARKS:

Estimated Cost	Amount	Attached Map or DWG No.:	E-UD-722
1. Material to be Purchased	\$0.00	Sheet No.:	
2. Stores Dept. Charge @ 8.0%	0.00		
3. Material from Stock	9,616.27	Date Work to be Started:	9/9/19
4. Stores Dept. Charge @ 8.0%	769.30	Date Work to be Finished:	11/1/19
5. Labor	1,792.00	Checked By:	Date
6. Mileage & Truck Usage	1,110.00	<i>Doug Baumgardner</i>	9-27-19
7. Equipment Usage	0.00	Checked By:	Date
8.		<i>Ken Sekora</i>	9-27-19
9.		Approved By:	Date
10.		<i>Kurt Jacobson</i>	10-2-19
SUBTOTAL	\$13,287.57	Director of Engineering	
Engineering & Administrative @ 12%	1,594.51	Approved By:	Date
Subtotal	\$14,882.08		
Less Developer Contribution		City Council	
		Authorized By:	Date
		<i>Mike Wiegman</i>	10/2/2019
TOTAL ESTIMATED COST OF WORK ORDER	\$14,882.08	Manager	

HASTINGS UTILITIES, HASTINGS, NEBRASKA

Work Order No.: EL-89

B.I. No.: 2.43

B.I. Yr.: 2018/2019

LABOR AND EQUIPMENT ESTIMATE

Classification of Labor or Equipment to be Used		No of Hr/Mi/Ft	Cost Per Unit	Subtotal	Total Cost
LABOR:	Electric Department	32	56.00	1,792.00	\$1,792.00
	Gas Department			0.00	
TOTAL - LABOR					
MILEAGE:	Trucks 22 & 23 (Miles)	16	3.75	60.00	\$1,110.00
	Trucks 24 & 28 (Miles)	16	3.75	60.00	
	Trucks 25 & 26 (Miles)	16	3.75	60.00	
	Trucks 80, 81, & 82 (Miles)			0.00	
	Trucks 12, 14, & 17 (Miles)			0.00	
TRUCKS:	Trucks 22 & 23 (Hours)	3	175.00	525.00	
	Trucks 24 & 28 (Hours)	3	110.00	330.00	
	Trucks 25 & 26 (Hours)	1.5	50.00	75.00	
TOTAL - MILEAGE & TRUCKS					
EQUIPMENT	Air Compressor (Hours) HU #4			0.00	\$0.00
	Backhoe (Hours) HU #1, #2, or #3			0.00	
	Hydra Tamp (Hours) HU			0.00	
	Spoil Vac (Hours) HU			0.00	
	Bore (Feet) HU #1 or #2			0.00	
TOTAL - EQUIPMENT USAGE					\$0.00
TOTAL COST ALL LABOR AND EQUIPMENT ESTIMATE					\$2,902.00

MATERIAL ESTIMATE

Quantity		Stock Number	Description	Unit Price	Stock Material	New Material
3	ea.	001-03-12	5/8" x 12" Galvanized Machine Bolts	1.00	3.00	
3	ea.	002-02-02	1/2" x 4" Lag Bolts	0.58	1.74	
3	ea.	005-01-03	2 1/4" Square Washers	0.26	0.78	
3	ea.	007-03-03	5/8" Square Locknuts	0.19	0.57	
2	ea.	019-09-06	5/8" x 10' Ground Rods	11.00	22.00	
2	ea.	020-02-03	5/8" Ground Clamps	1.10	2.20	
1	ea.	021-01-04	Ground Wire Molding	7.28	7.28	
3	ea.	022-02-01	Wildlife Guards	3.55	10.65	
4	ea.	023-03-04	Molding Staples	0.47	1.88	
3	ea.	042-27-13	477MCM Stirrups	23.58	70.74	
3	ea.	043-08-03	#2 15KV Loadbreak Elbows	34.04	102.12	
3	ea.	043-20-15	10KV MOV Surge Arrester	172.62	517.86	
9	ea.	044-01-04	Split-Bolt Ground Connectors	1.36	12.24	
3	ea.	044-13-02	Hot Line Clamps	6.80	20.40	
TOTAL (Page 2)					\$ 773.46	\$ -

Estimated By: T. Waite

Date: 4/30/19

Page 2

HASTINGS UTILITIES, HASTINGS, NEBRASKA

Work Order No.: EL-89

B.I. No.: 2.43

B.I. Yr.: 2018/2019

MATERIAL ESTIMATE

Quantity		Stock Number	Description	Unit Price	Stock Material	New Material
4	ea.	046-08-01	Transformer Ground Connectors	2.72	10.88	
3	ea.	049-01-06	10Amp Fuse Links	4.34	13.02	
3	ea.	055-01-01	100Amp 15KV Cutouts	69.28	207.84	
3	ea.	066-04-10	10KV Riser Pole Lightning Arresters	60.18	180.54	
60	ft.	068-01-04	#4 Bare Copper Ground Wire	0.49	29.40	
1014	ft.	077-13-02	#2 15KV Aluminum 220Mil Jacketed Cable	1.45	1,470.30	
3	ea.	089-15-20	Cable Positioners	18.64	55.92	
3	ea.	089-17-02	#2 15KV Termimatics	51.51	154.53	
3	ea.	089-52-02	#2 Stem Connectors	5.05	15.15	
1	ea.	099-03-06	3-Hole Cable Breakout for 4" PVC	60.31	60.31	
3	ft.	178-09-06	Standoff Tee Rail	6.84	20.52	
3	ea.	178-10-04	6" Standoff Brackets	14.18	42.54	
3	ea.	178-11-05	4" Pipe Straps	3.66	10.98	
1	ea.	582-00-01	Tube of Silicone Caulk	5.06	5.06	
0.25	lb.	901-03-05	Ground Wire Staples	1.40	0.35	
2	ea.	955-01-01	3E01 Brass Padlocks	7.61	15.22	
1	ea.		150KVA 13800Y/7970 208Y/120 3Ph DF Pdmt	6,500.25	6,500.25	
1	LS		Miscellaneous Tape, Wire, Connectors, Etc.	50.00	50.00	
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					-	
					-	
					-	
					\$ 8,842.81	\$ -
					\$ 773.46	\$ -
					-	
			TOTAL (Pages 2 & 3)		\$ 9,616.27	\$ -

Estimated By: T. Waite

Date: 4/30/19

Page 3

WORK ORDER ENGINEERING ESTIMATE

HASTINGS UTILITIES

HASTINGS, NEBRASKA

Name of Department: Electric

Construction: X

Retirement: _____

Work Order No.: PL-605

Budget Item No.: 2.11 19/20

Budget Item Amt: \$20,000

DESCRIPTION AND LOCATION:

New Concrete at Coal Handling Office Building

PURPOSE OF WORK IMPROVEMENT:

Install new concrete around the coal handling office building. It will replace a section of white rock in the area, because the white rock does not hold up throughout the seasons.

CONTRIBUTIONS/REMARKS:

This is a shared cost based off of coal use.

Estimated Cost	Amount	Attached Map or DWG No.:	
1. Material to be Purchased	\$0.00	Sheet No.:	
2. Stores Dept. Charge @ 9.0%	0.00		
3. Material from Stock	0.00	Date Work to be Started:	10/1/19
4. Stores Dept. Charge @ 9.0%	0.00	Date Work to be Finished:	12/31/19
5. Labor	0.00	Checked By:	Date
6. Mileage & Truck Usage	0.00		
7. Equipment Usage	0.00	Checked By:	Date
8. Contract Amount	15,971.50		
9.		Approved By:	Date
10.		<i>Keith Tarnhardt</i>	10/2/19
SUBTOTAL	\$15,971.50	Director of Engineering	
Engineering & Administrative @ 12%	1,916.58	Approved By:	Date
Subtotal	\$17,888.08		
Less Developer Contribution		City Council	
		Authorized By:	Date
		<i>Allen W. Weeper</i>	10/2/2019
TOTAL ESTIMATED COST OF WORK ORDER	\$17,888.08	Manager	

WORK ORDER ENGINEERING ESTIMATE

HASTINGS UTILITIES

HASTINGS, NEBRASKA

Name of Department: ElectricWork Order No.: EL-99Construction: XBudget Item No.: 2.40 2019/2020

Retirement: _____

Budget Item Amt: \$350,000**DESCRIPTION AND LOCATION:**

Installation of a three-phase underground electric line and padmount transformer for Service to Arby's restaurant south of 33rd Street, west of Osborne Drive West

PURPOSE OF WORK IMPROVEMENT:

New 400Amp 120/208Y 3-Phase Main Electric Distribution Panel

CONTRIBUTION/REMARKS:

Estimated Cost	Amount	Attached Map or DWG No.:	E-UD-729
1. Material to be Purchased	\$0.00	Sheet No.:	
2. Stores Dept. Charge @ 8.0%	0.00		
3. Material from Stock	9,307.04	Date Work to be Started:	9/9/19
4. Stores Dept. Charge @ 8.0%	744.56	Date Work to be Finished:	11/1/19
5. Labor	2,688.00	Checked By:	Date
6. Mileage & Truck Usage	1,045.00	<i>Dan Baunquist</i>	10-3-19
7. Equipment Usage	0.00	Checked By:	Date
8.		<i>Ken Sekora</i>	10-3-19
9.		Approved By:	Date
10.		<i>Kath Janhardt</i>	10/3/19
SUBTOTAL	\$13,784.60	Director of Engineering	
Engineering & Administrative @ 12%	1,654.15	Approved By:	Date
Subtotal	\$15,438.76		
Less Developer Contribution		City Council	
		Authorized By:	Date
		<i>[Signature]</i>	10/4/19
TOTAL ESTIMATED COST OF WORK ORDER	\$15,438.76	Manager	

HASTINGS UTILITIES, HASTINGS, NEBRASKA

Work Order No.: EL-99

B.I. No.: 2.40

B.I. Yr.: 2019/2020

LABOR AND EQUIPMENT ESTIMATE

Classification of Labor or Equipment to be Used		No of Hr/Mi/Ft	Cost Per Unit	Subtotal	Total Cost
LABOR:	Electric Department	48	56.00	2,688.00	\$2,688.00
	Gas Department			0.00	
TOTAL - LABOR					
MILEAGE:	Trucks 22 & 23 (Miles)	8	3.75	30.00	\$1,045.00
	Trucks 24 & 28 (Miles)	8	3.75	30.00	
	Trucks 25 & 26 (Miles)	8	3.75	30.00	
	Trucks 80, 81, & 82 (Miles)			0.00	
	Trucks 12, 14, & 17 (Miles)			0.00	
TRUCKS:	Trucks 22 & 23 (Hours)	3	175.00	525.00	
	Trucks 24 & 28 (Hours)	3	110.00	330.00	
	Trucks 25 & 26 (Hours)	2	50.00	100.00	
TOTAL - MILEAGE & TRUCKS					
EQUIPMENT	Air Compressor (Hours) HU #4			0.00	
	Backhoe (Hours) HU #1, #2, or #3			0.00	
	Hydra Tamp (Hours) HU			0.00	
	Spoil Vac (Hours) HU			0.00	
	Bore (Feet) HU #1 or #2			0.00	
TOTAL - EQUIPMENT USAGE					
TOTAL COST ALL LABOR AND EQUIPMENT ESTIMATE					\$3,733.00

MATERIAL ESTIMATE

Quantity		Stock Number	Description	Unit Price	Stock Material	New Material
2	ea.	019-09-06	5/8" x 10' Ground Rod	11.00	22.00	
2	ea.	020-02-03	5/8" Ground Clamp	1.10	2.20	
1	ea.	021-01-04	Ground Wire Molding	7.28	7.28	
3	ea.	022-02-01	Wildlife Guards	3.55	10.65	
4	ea.	023-03-04	Molding Staples	0.47	1.88	
3	ea.	042-27-07	4/0 Stirrups	13.65	40.95	
3	ea.	043-08-03	#2 15KV Loadbreak Elbows	34.04	102.12	
3	ea.	043-20-15	10KV MOV Surge Arresters	179.19	537.57	
8	ea.	044-01-04	Split-Bolt Ground Connectors	1.61	12.88	
3	ea.	044-13-01	Hot Line Clamps	7.06	21.18	
2	ea.	046-08-01	Transformer Ground Connectors	3.12	6.24	
3	ea.	049-01-06	10Amp Fuse Links	4.34	13.02	
3	ea.	055-01-01	100Amp 15KV Cutouts	66.54	199.62	
3	ea.	066-04-10	10KV Riser Pole Lightning Arresters	60.18	180.54	
TOTAL (Page 2)					\$ 1,158.13	\$ -

Estimated By: T. Waite

Date: 10/1/19

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HASTINGS UTILITIES, HASTINGS, NEBRASKA

Work Order No.: EL-99

B.I. No.: 2.40

B.I. Yr.: 2019/2020

MATERIAL ESTIMATE

Quantity		Stock Number	Description	Unit Price	Stock Material	New Material
60	ft.	068-01-04	#4 Bare Copper Ground Wire	0.49	29.40	
810	ft.	077-13-02	#2 15KV Aluminum 220Mil Jacketed Cable	1.45	1,174.50	
3	ea.	089-17-02	#2 15KV Termimatics	51.51	154.53	
3	ea.	089-52-02	#2 Stem Connectors	5.05	15.15	
1	ea.	098-01-02	Wire Pulling Compound	8.45	8.45	
1	ea.	099-03-06	3-Hole Cable Breakout for 4" PVC	60.81	60.81	
4.5	ft.	178-09-06	Standoff Tee Rail	6.84	30.78	
3	ea.	178-10-04	6" Standoff Brackets	14.18	42.54	
3	ea.	178-11-05	4" Pipe Straps	3.66	10.98	
1	ea.	582-00-01	Tube of Silicone Caulk	5.95	5.95	
0.25	lb.	901-03-05	Ground Wire Staples	1.40	0.35	
2	ea.	955-01-01	3E01 Brass Padlocks	7.61	15.22	
1	ea.		150KVA 13800Y/7970 208Y/120 3Ph DF Pdmt	6,500.25	6,500.25	
1	LS		Miscellaneous Tape, Wire, Connectors, Etc.	100.00	100.00	
					-	
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					\$ 8,148.91	\$ -
					\$ 1,158.13	\$ -
					-	
			TOTAL (Pages 2 & 3)		\$ 9,307.04	\$ -

Estimated By: T. Waite

Date: 10/1/19 Page 3

WORK ORDER ENGINEERING ESTIMATE

HASTINGS UTILITIES

HASTINGS, NEBRASKA

Name of Department: Electric

Construction: X

Retirement: _____

Work Order No.: PL-603

Budget Item No.: 2.14

Budget Item Amt: \$140,000

DESCRIPTION AND LOCATION:

Install platform/mezzanine to access to new Railroad train shaker at the WEC Dumper Building.
install new Railroad train shaker, hoist.

PURPOSE OF WORK IMPROVEMENT:

Safe access to new equipment

CONTRIBUTIONS/REMARKS: Cost to be split based on coal use share

Estimated Cost	Amount	Attached Map or DWG No.:	
1. Material to be Purchased	0.00	Sheet No.:	
2. Stores Dept. Charge @ 8.0%	0.00		
3. Material from Stock	0.00	Date Work to be Started:	10/28/19
4. Stores Dept. Charge @ 8.0%	0.00	Date Work to be Finished:	10/1/20
5. Labor	0.00	Checked By:	Date
6. Mileage & Truck Usage	0.00	<i>Claring Richards</i>	10/4/19
7. Equipment Usage	0.00	Checked By:	Date
8. Contract Amount	\$ 140,000.00		
9.		Approved By:	Date
10.		<i>Keith Jensen</i>	10/4/19
SUBTOTAL	\$140,000.00	Director of Engineering	
Engineering & Administrative @ 12%	16,800.00	Approved By:	Date
Subtotal	\$156,800.00		
Less Developer Contribution		Hastings City Council	
		Authorized By:	Date
		<i>[Signature]</i>	10/4/19
TOTAL ESTIMATED COST OF WORK ORDER	\$156,800.00	Manager	

WORK ORDER ENGINEERING ESTIMATE

HASTINGS UTILITIES

HASTINGS, NEBRASKA

Name of Department: Electric

Construction: X

Retirement: _____

Work Order No.: PL-602

Budget Item No.: 2.02

Budget Item Amt: \$50,000

DESCRIPTION AND LOCATION:

Air Tugger support WEC Unit1

PURPOSE OF WORK IMPROVEMENT:

Add elevated support for the base of the air tugger, install handrail

CONTRIBUTIONS/REMARKS:

Estimated Cost	Amount	Attached Map or DWG No.:	
1. Material to be Purchased	0.00	Sheet No.:	
2. Stores Dept. Charge @ 8.0%	0.00		
3. Material from Stock	0.00	Date Work to be Started:	10/28/19
4. Stores Dept. Charge @ 8.0%	0.00	Date Work to be Finished:	10/1/20
5. Labor	0.00	Checked By:	Date
6. Mileage & Truck Usage	0.00	<i>Clair Richards</i>	10/3/19
7. Equipment Usage	0.00	Checked By:	Date
8. Contract Amount	\$ 46,000.00		
9.		Approved By:	Date
10.		<i>Keith Lehnardt</i>	10/3/19
SUBTOTAL	\$46,000.00	Director of Engineering	
Engineering & Administrative @ 12%	5,520.00	Approved By:	Date
Subtotal	\$51,520.00		
Less Developer Contribution		Hastings City Council	
		Authorized By:	Date
		<i>[Signature]</i>	10/4/19
TOTAL ESTIMATED COST OF WORK ORDER	\$51,520.00	Manager	

Department: City Clerk
Staff Contact: Lori Vorderstrasse, Kim Jacobitz
Council Meeting Date: 10/14/2019

AGENDA ITEM SUMMARY SHEET

Description of Item:

Public hearing on the application of Ninja House, Inc. dba "Ninja Steak Sushi House" for a Class "I" Liquor License at 235 S. Burlington Avenue.

Resolution No. 2019-39. . . Approving/denying the application of Ninja House, Inc. dba "Ninja Steak Sushi House" for a Class "I" Liquor License at 235 S. Burlington Avenue.

Names of People/Business affected by this action:

Citizens of Hastings

Why Council action is required:

State Statutes

Type of action requested:

Resolution

Suggested motion:

Resolution No. 2019-39. . . Approving/denying the application of Ninja House, Inc. dba "Ninja Steak Sushi House" for a Class "I" Liquor License at 235 S. Burlington Avenue.

Deadlines associated with action:

The Council has 45 days to conduct a hearing after the date of receipt of the notice from the Liquor Control Commission.

Department head comments:

There is currently a Class "I" Liquor License (Beer, Wine, Spirits, On Sale Only) at 235 S. Burlington Avenue.

A liquor license shall not be issued for the sale at retail of any alcoholic liquor within 150' of a church. The property is located within 150' of a church, however, the prohibition does not apply if a license to sell alcoholic liquor at retail has been granted by the Liquor Control Commission for two years continuously prior to making application for the new license. The current license was issued September 14, 2017 and has therefore been issued for just over two years.

The Building Inspector and the Police Department findings regarding the liquor license application are attached.

City Administrator comments:

Recommend approval

RESOLUTION NO. 2019-39

BE IT RESOLVED by the Mayor and City Council of the City of Hastings, Nebraska, that after hearing had as required by law, consideration of the facts of this application, the Nebraska Liquor Control Act, and the pertinent city ordinances of the City of Hastings, Nebraska:

_____ The Hastings City Council hereby recommends that the application of Ninja House, Inc. dba "Ninja Steak Sushi House" for a Class "I" Liquor License for the license period ending April 30, 2020, at 235 S. Burlington Avenue, Hastings, Nebraska, be approved.

_____ The Hastings City Council hereby recommends that the application of Ninja House, Inc. dba "Ninja Steak Sushi House" for a Class "I" Liquor License for the license period ending April 30, 2020, at 235 S. Burlington Avenue, Hastings, Nebraska, be denied for the following reasons:

BE IT FURTHER RESOLVED, that the City Clerk is directed to transmit a copy of this Resolution to the Nebraska Liquor Control Commission.

PASSED AND APPROVED this _____ day of _____, 2019.

Mayor

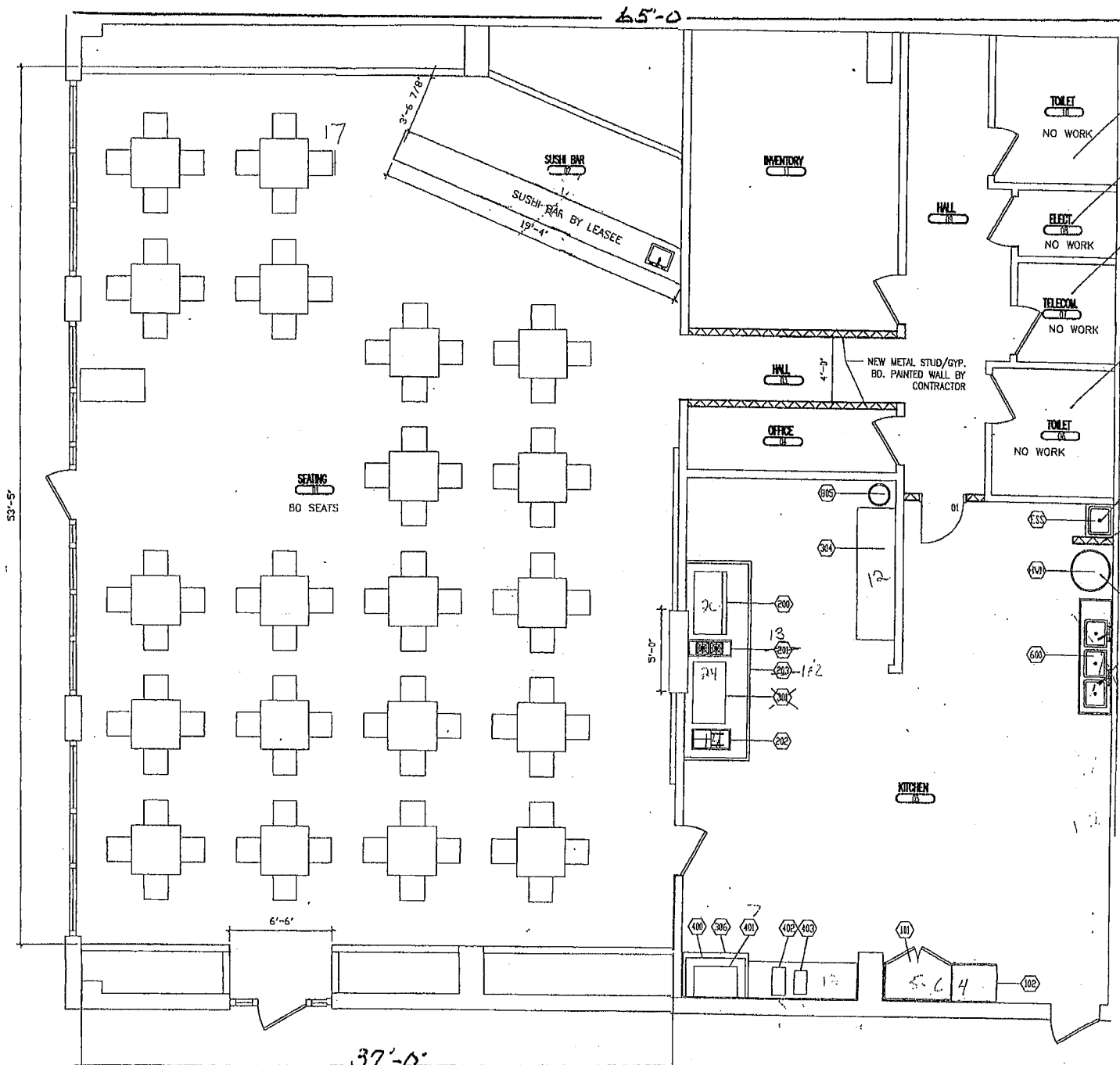
ATTEST:

City Clerk

(S E A L)

APPROVED TO FORM:

City Attorney





317 SOUTH BURLINGTON, HASTINGS, NEBRASKA 68901

Date: September 25th, 2019

To: City Of Hastings

From: Sgt. Paul Weber

Re: Liquor Application

I have reviewed the Application for License submitted by Zhou Zheng for a Liquor License under the name of Ninja House Inc located at 235 South Burlington Ave, Hastings, Ne

I have done an Investigation in to Zhou Zheng and have found no reason that the City of Hastings, Adams County, Nebraska to not give Ninja House Inc located at 235 South Burlington Ave, Hastings, Ne a Liquor License.

Sgt. Paul Weber

Liquor Application Report

Building Inspector

Applicant: Ninja Steak Sushi House

Location: 235 S. Burlington Ave.

License or Action Requested: Class I Liquor License

Planning

Existing Zoning: I-1, Light Industrial District

Existing Land Use: Vacant tenant space

North: I-1, Light Industrial District

South: C-3, Commercial Business District

East: I-1, Light Industrial District

West: I-2, Heavy Industrial District

General Neighborhood/Area Land Uses:

This area is a mix of Industrial and Commercial zoning districts. The area is primarily commercial in nature, located along the South Burlington Avenue corridor.

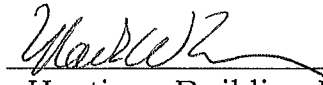
Analysis of Planning Effects:

There is a small neighborhood church located in the same building. The entrances are approximately 50 feet apart, however, the main entrance for the restaurant is located on the west side of the building whereas the Church entrance is located on the south side of the building, with a separation of about 125 feet.

Other Comments relating to Hastings City Code:

The building had minor corrections from a day to day operations standpoint which have been corrected. There are no outstanding violations of the building, property or life-safety codes at this time.

Date 10/3/19


Hastings Building Inspector

Department: City Clerk
Staff Contact: Kim Jacobitz, Lori Vorderstrasse
Council Meeting Date: 10/14/2019

AGENDA ITEM SUMMARY SHEET

Description of Item:

Approval of the manager application of Zhou Zheng in connection with the Class "I" Liquor License of Ninja House, Inc. dba "Ninja Steak Sushi House" located at 235 S. Burlington Avenue.

Names of People/Business affected by this action:

Citizens of Hastings

Why Council action is required:

State Statutes

Type of action requested:

Motion

Suggested motion:

Approval of the manager application of Zhou Zheng in connection with the Class "I" Liquor License of Ninja House, Inc. dba "Ninja Steak Sushi House" located at 235 S. Burlington Avenue.

Deadlines associated with action:

No

Department head comments:

The Police Department findings regarding the liquor license application and manager application are attached.

City Administrator comments:



317 SOUTH BURLINGTON, HASTINGS, NEBRASKA 68901

Date: September 25th, 2019

To: City Of Hastings

From: Sgt. Paul Weber

Re: Liquor Application

I have reviewed the Application for License submitted by Zhou Zheng for a Liquor License under the name of Ninja House Inc located at 235 South Burlington Ave, Hastings, Ne

I have done an Investigation in to Zhou Zheng and have found no reason that the City of Hastings, Adams County, Nebraska to not give Ninja House Inc located at 235 South Burlington Ave, Hastings, Ne a Liquor License.

Sgt. Paul Weber

Department: City Clerk

Staff Contact:

Council Meeting Date: 10/14/2019

AGENDA ITEM SUMMARY SHEET

Description of Item:

Resolution No. 2019-47 making assessments in the Business Improvement District of the City of Hastings.

Names of People/Business affected by this action:

Property owners in the Business Improvement District.

Why Council action is required:

State Statutes

Type of action requested:

Resolution

Suggested motion:

Motion to approve Resolution No. 2019-47 making assessments in the Business Improvement District of the City of Hastings

Deadlines associated with action:

No

Department head comments:

Property owners were notified prior to the public hearing by letter as well as a notice published in the newspaper as required by §19-4030. The mailing included a notice of public hearing with a listing of Business Improvement District properties to be assessed, proposed assessment amount for property and information regarding what the Business Improvement District does and how the assessment dollars are used.

City Administrator comments:

Recommend approval

NOTICE OF HEARING

TAKE NOTICE: That the Hastings City Council will sit as a Board of Equalization at 5:30 P.M. on October 14, 2019 in the City Council Chambers, 220 North Hastings Avenue, Hastings, Nebraska for the public hearing on special assessment for the following described tract of land located within the Business Improvement District, to wit:

<u>Lots or Units</u>	<u>Blocks</u>	<u>Additions</u>
Lots 1 thru 10 and Lots 14 thru 20	3	Moores Addition
Lot 1, Nowka's Subdivision of	3	Moores Addition
Lots 1 thru 17	4	Moores Addition
Lots 1 and 2 of Grubbs Subdivision of	5	Moores Addition
Lots 1, 2, 3, and the West 66 feet of		
Lot 4 of Schultz's Subdivision of	5	Moores Addition
Lots 1 thru 5		Esther's Addition
Lots 1 thru 6		Lyman's Addition
Warehouse Subdivision of	6	Moores Addition
Lots 9 thru 24	13	Johnson's Addition
Lots 1 thru 7, 13 thru 15 and 19 thru 24	20	Johnson's Addition
Lots 1 and 2 of Liberty Hall of	20	Johnson's Addition
Lots 1 and 2 of Midland Subdivision of	20	Johnson's Addition
Lots 1 thru 24	21	Johnson's Addition
All of (and abutting vacated St. Joseph Ave)	25	Johnson's Addition
Lots 1 thru 24	13	Original Town
Lots 1 thru 12, 18 and 19	14	Original Town
Lots 1 and 2 of Welton-Alexander Subdivision of	14	Original Town
Lots 1 thru 5 of Stone and Lyman's Sub. of	14	Original Town
Lots 1 thru 24	15	Original Town
Lots 1 thru 20	16	Original Town
Lots 1 thru 20	17	Original Town
Lots 1 thru 17 and 22 thru 24	18	Original Town
Units 100, 103, and 200 thru 206 of Stein		
Brothers Building Condominium of	18	Original Town
Lots 1 thru 24	19	Original Town
Lots 1 thru 24	20	Original Town
Lots 2 and 3 and 6 thru 18		Oliver's Addition
Lots 1 thru 6 of Oliver's Subdivision of		Oliver's Addition
Units 1 thru 3 of 801 Building Condominiums of	21	Original Town
Units 1 thru 3 and Outlots A and B of		
Oliver Building Condominiums of	21	Original Town
Lots 1 thru 24	22	Original Town
Lots 1 thru 20, except Brown Condominium	23	Original Town
Units 100, 200 and 300 of Brown Condominium of	23	Original Town
Lots 1 thru 6 of Bostwick's Subdivision of	23	Original Town
Lots 1 thru 20	24	Original Town
All of (and abutting vacated St. Joseph Ave.)	25	Original Town
Lots 1 thru 12	26	Original Town
Lots 1 thru 5	27	Original Town
Lots 1 thru 7		Davis Addition
Lots 1 thru 4		John's Addition
Lots 1 thru 8 of Buchanan's Subdivision of		John's Addition

The proposed assessments on real estate within the District will be used for the following: 1) Plans, creation, development, management, staff, maintenance, improvements and associated activities of streetscape, alleyway, streetside and other public area projects; 2) Plans, creation, development, management, staff, maintenance, improvements of communications and image of building events and activities, such as holiday events, community events, media activities, newsletters, seasonal and special events and parades, and other activities for the benefit of the District; 3) Activities, projects, staff, material, services and equipment necessary or convenient for the management of affairs of the Business Improvement District, to include budget development and maintenance, representation of the interest of the Business Improvement District to various public and private entities, research, development, travel, training, development and implementation of business recruitment and retention projects, projects and activities which contribute to regaining, sustaining and improving the economic health and visibility of the District and the implementation of the goals and objectives of the Business Improvement District; and 4) Such other activities and improvements as are authorized pursuant to the Business Improvement District Act, Neb. Rev. Stat. §19-4015 et. seq. The estimated total cost for one year is \$68,000.00.

Objections to the determination of the amount of assessments may be made in writing to the City Clerk specifying the basis of such objection. All objections must be filed with the City Clerk at 220 North Hastings Avenue, Hastings, Nebraska 68901 by 4:00 P.M. on October 14, 2019.

Kimberly S. Jacobitz
City Clerk

PUBLISH: September 23, 2019
 September 30, 2019
 October 7, 2019

FURNISH: 1 Proof of Publication

RESOLUTION NO. 2019-47

RESOLUTION MAKING ASSESSMENTS IN THE BUSINESS IMPROVEMENT DISTRICT OF THE CITY OF HASTINGS, NEBRASKA

WHEREAS, a notice has been published as provided by law, concerning the levy of special assessments in the Downtown Business Improvement District in the Hastings Tribune on September 23, 2019, September 30, 2019 and October 7, 2019.

WHEREAS, a public hearing has been conducted as provided by law relative to the levy of special assessments in said District.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HASTINGS, NEBRASKA, that after full consideration of the schedule of assessments to be made for the cost of activities to be undertaken with the District, all as outline in Ordinance No. 4600, Section 10, and of the objections to the assessments shown in said schedule:

See Attached Exhibit A.

that said schedules be and the same are hereby corrected as follows:

and after full consideration, appraisalment and apportionment of the special benefits conferred upon the property shown in said schedules, the Mayor and City Council find that said properties are especially benefitted by said improvement in the amounts shown on said schedule, and that the amounts are in proportion to the special benefits, or of the cost of the improvements; and

BE IT FURTHER RESOLVED, that said schedule of assessments be and the same are hereby approved as herein corrected; and

BE IT FURTHER RESOLVED, that there be and there is hereby assessed and levied as a special tax against and upon each of the lots, parts of lots and parcels of land liable to be assessed for the cost of improvements located in the Business Improvement District as shown in said schedules, the respective sum expressed in figures set opposite to each of the same as corrected by this resolution, said assessments being levied against said lots, parts of lots and parcels of ground on account of the activities to be undertaken as hereinbefore described; and

BE IT FURTHER RESOLVED, that said assessments against said lots, parts of lots and parcels of land are hereby declared to be in proportion to the special benefits conferred upon said property by said improvements and not in excess of such benefits or of the cost of the improvements; and

BE IT FURTHER RESOLVED, that all special assessments above provided shall become due in fifty (50) days after the date of the passage of this resolution and may be paid within that time without any interest, but if not so paid, they shall become delinquent and bear interest thereafter at the rate of fourteen (14%) per annum, and shall be collected in the usual manner for the collection of taxes.

AND BE IT FURTHER RESOLVED, that a certified copy of said assessment schedule be filed by the City Clerk with the City Treasurer and the Adams County Clerk of Adams County, as provided by law.

PASSED AND APPROVED this 14th day of October, 2019.

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:



City Attorney

(S E A L)

Exhibit "A"

Tax Year	Parcel Number	Deedholder	MAILING ADDRESS	CITY	STATE	ZIP CODE	Legal	BoFE_Land	BoFE_Dwelling	Improvements	BoFE_Total	Discount Owner- Occupied	BoFE_Total	Percentage	Assessment
2019	010006038	800 W 2ND BUILDING LLC	PO BOX 492	HASTINGS	NE	68902	1301.00-LOT 22 CITY OF HASTINGS ORIGINAL TOWN BLK 20 20103897-DC BOBBY D HAWTHORNE	\$14,300	\$52,375	\$0	\$66,675	90.00%	\$6,668	0.239254	\$15.95
2019	010006040	800 W 2ND BUILDING LLC	PO BOX 492	HASTINGS	NE	68902	1301.00-E12 1/2' OF N40 2 1/10' OF LOT 23 & N 40' & 61'2' OF LOT 24 HASTINGS ORIGINAL TOWN BLK 20	\$7,290	\$0	\$31,125	\$38,415		\$38,415	0.239254	\$91.91
2019	010006041	800 W 2ND BUILDING LLC	PO BOX 492	HASTINGS	NE	68902	1301.00-BEG SE COR LOT 24 THENCE N 84'6" W 23' S 84'6" EAST TO BEGINNING LOTS 23 & 24 HASTINGS	\$10,105	\$139,010	\$0	\$149,115		\$149,115	0.239254	\$356.76
2019	010006093	AERIE 592 ORDER OF EAGLES	107 N DENVER	HASTINGS	NE	68901	1305.00-LOTS 1 THRU 5 PT BLK 23 BOSTWICKS SUB OF OT (0.21 AC)	\$11,750	\$45,025	\$0	\$56,775		\$56,775	0.239254	\$135.84
2019	010006088	ALBERS VERNABETH	8613 OSBORNE DR	HASTINGS	NE	68901	1301.00-LOT 8 CITY OF HASTINGS ORIGINAL TOWN BLK 24	\$14,300	\$53,330	\$0	\$67,630		\$67,630	0.239254	\$161.81
2019	010006004	ALEXANDER SUSAN K	PO BOX 1151	HASTINGS	NE	68902	1301.11-LOT 2 WELTON-ALEXANDER SUBDIVISION	\$28,600	\$177,610	\$0	\$206,210		\$206,210	0.239254	\$493.37
2019	010006096	AMERICAN NEBRASKA LIMITED PROP	2800 E LAKE ST	MINNEAPOLIS	MN	55406	1302.00-LOTS 18 & 19 BLK 14 OT & LOTS 1 THRU 5 STONE & LYMAN'S SUB FORMERLY LOT 20 - 24 BLK	\$100,100	\$743,940	\$0	\$844,040		\$844,040	0.239254	\$2,019.40
2019	010006094	BEACON INVESTMENTS INC	821 W 1ST ST	GRAND ISLAND	NE	68801	1305.00-LOT 6 BOSTWICKS SUB OF PT BLK 23 O T -	\$10,065	\$38,135	\$0	\$48,200		\$48,200	0.239254	\$115.32
2019	010006170	BEN-CAR INC	1414 W 14TH ST	HASTINGS	NE	68901	1481.00-LOTS 14 THRU 17 BLK 4 MOORES ADD CITY OF HASTINGS	\$35,115	\$31,365	\$0	\$66,480		\$66,480	0.239254	\$159.06
2019	010006030	BERT'S BUILDING LLC	1021 W 14TH ST	HASTINGS	NE	68901	1301.00-LOT 24 CITY OF HASTINGS ORIGINAL TOWN BLK 19	\$14,300	\$65,960	\$0	\$80,260		\$80,260	0.239254	\$192.03
2019	010006090	BIENKOWSKI WALTER C III	4890 WEST 12TH ST	HASTINGS	NE	68901	1304.00-LOT 1 THRU 2 OLIVERS SUB-DIV LOTS 19-24 OLIVERS ADD	\$29,145	\$105,970	\$0	\$135,115		\$135,115	0.239254	\$323.27
2019	010006029	BOYD HEIDY & SCOT DEWITT	2330 BRETIGNE DR	LINCOLN	NE	68512	1301.00-LOT 23 CITY OF HASTINGS ORIGINAL TOWN BLK 19	\$14,300	\$62,275	\$0	\$76,575		\$76,575	0.239254	\$183.21
2019	010006045	BRANT JEBADIAH E & CHARLA S	725 W 2ND ST #200	HASTINGS	NE	68901	1301.00-LOT 7 CITY OF HASTINGS ORIGINAL TOWN BLK 22 (SEE TIF 500-254)	\$14,300	\$182,535	\$0	\$196,835	66.66%	\$65,625	0.239254	\$157.01
2019	010006018	BRANT RENTALS LLC	725 W 2ND ST	HASTINGS	NE	68901	1301.00-N201/4'OF LOTS 9 THRU 12 & EX E12' OF LOT 9 CITY OF HASTINGS ORIGINAL TOWN, BLK 19	\$8,005	\$114,670	\$0	\$122,675		\$122,675	0.239254	\$293.50
2019	010006054	BROWN TODD A & CODY C	836 N MINNESOTA AVE	HASTINGS	NE	68901	1301.00-LOT 3 BLK 23 CITY OF HASTINGS ORIGINAL TOWN (0.06 AC)	\$14,300	\$162,225	\$0	\$176,525		\$176,525	0.239254	\$422.34
2019	010018014	BRUNS MICHAEL D & MARIBETH	801 W 2ND ST	HASTINGS	NE	68901	1303.11-UNIT 2 801 BUILDING CONDOMINIUMS (RE LT 1 OLVIERS ADDITION) (SEE TIF 500-00395)	\$14,300	\$203,870	\$0	\$218,170		\$218,170	0.239254	\$521.98
2019	010006133	BUSS DENNIS S & CINDY K	409 WEST 3RD ST	HASTINGS	NE	68901	1309.00-LOTS 4 THUR 5 JOHNSONS ADD BLK 20	\$32,500	\$39,390	\$0	\$71,890	50.00%	\$35,945	0.239254	\$86.00
2019	010006072	CHICK RANDAL A & PATRICIA F	520 W 1ST #200	HASTINGS	NE	68901	1301.00-LOT 14 BLK 24 CITY OF HASTINGS ORIGINAL TOWN (2214) 0.06 AC	\$14,300	\$39,915	\$0	\$54,215	50.00%	\$27,108	0.239254	\$64.86
2019	010006073	CHICK RANDAL A & PATRICIA F	520 W 1ST #200	HASTINGS	NE	68901	1301.00-LOT 15 BLK 24 CITY OF HASTINGS ORIGINAL TOWN (2214) 0.06 AC	\$14,300	\$165,790	\$0	\$180,090	50.00%	\$90,045	0.239254	\$215.44
2019	010006058	CHRISE-GAMMILL HOLDINGS LLC	2405 RIVERVIEW DRIVE	GRAND ISLAND	NE	68801	1301.00-LOT 7 BLK 23 CITY OF HASTINGS ORIGINAL TOWN (2214) 0.06 AC	\$14,300	\$56,595	\$0	\$70,895		\$70,895	0.239254	\$169.62
2019	010006164	CI PROPERTIES LLC	237 N BURLINGTON	HASTINGS	NE	68901	1481.00 TAX INCREMENT FINANCING LOTS 1-3 BLK 4 MOORES ADD (SEE ID 500-6390) (2100/5000)	\$59,630	\$335,870	\$0	\$395,500		\$395,500	0.239254	\$946.25
2019	010006014	COLONIAL GARDENS LLC	3002 N BALTIMORE AVE	HASTINGS	NE	68901	1301.00-LOT 17 CITY OF HASTINGS ORIGINAL TOWN BLK 18	\$14,300	\$112,985	\$0	\$127,285		\$127,285	0.239254	\$304.53
2019	010006098	COMM WORKERS OF AMERICA #7476 TRUSTEES	811 WEST 1ST	HASTINGS	NE	68901	1308.00-ALL LOTS 1-2 & E6' LOT 3 BUCHANANS SUB OF LOT 5 JOHNS ADD	\$25,705	\$465	\$0	\$26,170		\$26,170	0.239254	\$62.61
2019	010006099	COMM WORKERS OF AMERICA #7476 TRUSTEES	811 WEST 1ST	HASTINGS	NE	68901	1308.00-W16' OF LT 3 & E12' LOT 4 BUCHANANS SUB OF LOT 5 JOHNS ADD	\$14,630	\$28,705	\$0	\$43,335		\$43,335	0.239254	\$103.68
2019	010006074	COMMUNITY RE DEVELOPMENT AUTH OF CITY OF HASTINGS	301 S BURLINGTON	HASTINGS	NE	68901	1301.00-LOT 16-17 BLK 24 CITY OF HASTINGS ORIG TOWN	\$28,800	\$61,670	\$0	\$90,270		\$90,270	0.239254	\$215.97
2019	010006088	COMMUNITY RE DEVELOPMENT AUTH OF CITY OF HASTINGS	301 S BURLINGTON	HASTINGS	NE	68901	1303.00-LOT 7 & E1/2 OF LOT 8 OLIVERS ADDITION -	\$5,365	\$0	\$0	\$5,365		\$5,365	0.239254	\$12.84
2019	010016513	COMMUNITY RE DEVELOPMENT AUTH OF CITY OF HASTINGS	301 S BURLINGTON	HASTINGS	NE	68901	1303.00-LOT 6 OLIVERS ADDITION TO THE CITY OF HASTINGS	\$10,010	\$0	\$0	\$10,010		\$10,010	0.239254	\$23.95
2019	010006046	COMMUNITY REDEVELOPMENT AUTHORITY OF CITY OF	301 S BURLINGTON STE 100	HASTINGS	NE	68901	1301.00-LOTS 8 THRU 9 CITY OF HASTINGS ORIGINAL TOWN BLK 22	\$28,600	\$83,460	\$0	\$112,060		\$112,060	0.239254	\$268.11
2019	010006048	COMMUNITY REDEVELOPMENT AUTHORITY OF CITY OF	301 S BURLINGTON STE 100	HASTINGS	NE	68901	1301.00-LOT 13 THRU 15 CITY OF HASTINGS ORIGINAL TOWN BLK 22	\$10,725	\$2,805	\$0	\$13,530		\$13,530	0.239254	\$32.37
2019	010018268	COMMUNITY REDEVELOPMENT AUTHORITY OF CITY OF	301 S BURLINGTON STE 100	HASTINGS	NE	68901	1301.25-UNIT #100 BROWN CONDOMINIUMS (RE N20' S65' LTS 11-12 BLK 23 HASTINGS ORIG TOWN)	\$1,525	\$78,765	\$0	\$80,290		\$80,290	0.239254	\$192.10
2019	010018269	COMMUNITY REDEVELOPMENT AUTHORITY OF CITY OF	301 S BURLINGTON STE 100	HASTINGS	NE	68901	1301.25-UNIT 200 BROWN CONDOMINIUMS (RE N20' S65' LTS 11-12 BLK 23 HASTINGS ORIG TOWN) 2ND	\$1,525	\$100,890	\$0	\$102,415		\$102,415	0.239254	\$245.03
2019	010006044	COMMUNITY REDEVELOPMENT AUTHORITY OF CITY OF	301 S BURLINGTON AVE	HASTINGS	NE	68901	1301.00-N103' OF LTS 3 & 4 & ALL LOTS 5 & 6 ORIGINAL TOWN HASTINGS BLK 22	\$52,165	\$144,910	\$0	\$197,075		\$197,075	0.239254	\$471.51
2019	010006049	COMMUNITY REDEVELOPMENT AUTHORITY OF CITY OF	301 S BURLINGTON AVE	HASTINGS	NE	68901	1301.00-LOTS 16-17-18 CITY OF HASTINGS ORIGINAL TOWN BLK 22	\$10,725	\$2,670	\$0	\$13,395		\$13,395	0.239254	\$32.05
2019	010006050	COMMUNITY REDEVELOPMENT AUTHORITY OF CITY OF	301 S BURLINGTON AVE	HASTINGS	NE	68901	1301.00-ALL LOT 19 & W2/3 LOT 20 CITY OF HASTINGS ORIGINAL TOWN BLK 22	\$6,015	\$1,495	\$0	\$7,510		\$7,510	0.239254	\$17.97
2019	010006051	COMMUNITY REDEVELOPMENT AUTHORITY OF CITY OF	301 S BURLINGTON AVE	HASTINGS	NE	68901	1301.00-E1/3 OF LOT 20 & S100' OF LTS 21-24 INC CITY OF HASTINGS ORIGINAL TOWN BLK 22	\$50,525	\$177,395	\$0	\$227,920		\$227,920	0.239254	\$545.31
2019	010006052	COMMUNITY REDEVELOPMENT AUTHORITY OF CITY OF	301 S BURLINGTON AVE	HASTINGS	NE	68901	1301.00-N25' OF LTS 21-24 INC CITY OF HASTINGS ORIGINAL TOWN BLK 22	\$11,440	\$49,880	\$0	\$61,320		\$61,320	0.239254	\$146.71
2019	010006132	COMMUNITY REDEVELOPMENT AUTHORITY OF CITY OF	301 S BURLINGTON AVE	HASTINGS	NE	68901	1309.00-LOTS 1 THRU 3 JOHNSONS ADD BLK 20	\$48,750	\$24,555	\$0	\$73,305		\$73,305	0.239254	\$175.39
2019	010006079	COMMUNITY REDEVELOPMENT AUTHORITY OF CITY OF	301 S BURLINGTON AVE	HASTINGS	NE	68901	1301.00-LOT 4 - 5 CITY OF HASTINGS ORIGINAL TOWN BLK 26	\$12,345	\$57,125	\$0	\$69,470		\$69,470	0.239254	\$166.21
2019	010006036	COSREC LLC	1248 "O" ST STE 500	LINCOLN	NE	68508	1301.00-LOTS 17 THRU 19 CITY OF HASTINGS ORIGINAL TOWN BLK 20	\$42,900	\$73,325	\$0	\$116,225		\$116,225	0.239254	\$278.07
2019	010006137	CUT-RITE MILLWORK INC & BILL & MARY R RIES CONT	PO BOX 1111	HASTINGS	NE	68902	1309.00-LOTS 13 THRU 15 JOHNSONS ADD BLK 20	\$48,750	\$143,790	\$0	\$192,540		\$192,540	0.239254	\$460.66
2019	010006179	DEMARS RENTALS LLC	111 N BURLINGTON	HASTINGS	NE	68901	1483.00-N40 1/2' LOTS 1 THRU 5 LYMAN'S ADD OF BLK 5 MOORES ADD	\$30,375	\$441,270	\$0	\$471,645	66.66%	\$157,246	0.239254	\$376.22
2019	010006181	DEMARS RENTALS LLC	111 N BURLINGTON	HASTINGS	NE	68901	1483.00-LOT 6 LYMAN'S ADD OF BLK 5 MOORES ADD	\$18,750	\$16,490	\$0	\$35,240	100.00%	\$0	0.239254	\$0.00

2019	0100018123	DEMUTH MARTIN M & JANIE T	813 W 2ND ST	HASTINGS	NE	68901	1303.10-UNIT #1 OLIVER BUILDING CONDOMINIUMS (RE LTS 4 & 5 OLIVERS ADD) (SEE TIF 500-397.12)	\$7,150	\$140,150	\$0	\$147,300	\$147,300	0.239254	\$352.42
2019	010006104	DENMAN BEVERLY S	67 KINGSTON DR	HASTINGS	NE	68901	1309.00-N50' OF LOTS 23 & 24 JOHNSONS ADD BLK 13	\$5,500	\$67,515	\$0	\$73,015	\$73,015	0.239254	\$174.69
2019	010006060	DEWITT SCOT C & STEWART D SCHAUB	1247 N BURLINGTON AVE	HASTINGS	NE	68901	1301.00-ALL LOT 9-10 & N60' LOT 11 CITY OF HASTINGS ORIGINAL TOWN BLK. 23	\$35,465	\$86,565	\$0	\$122,030	\$122,030	0.239254	\$291.96
2019	010006135	DICKER ENTERPRISES LLC	PO BOX 396	HASTINGS	NE	68902	1309.00-LOT 7 JOHNSONS ADD BLK 20 - INT. 863441	\$16,250	\$79,655	\$0	\$95,905	\$95,905	0.239254	\$229.46
2019	010010223	DIERKS SONJA A & CHERYL E BURR	910 W 3RD ST	HASTINGS	NE	68901	1481.10-LOT 1 NOWKA'S SUBDIVISION REPLAT LTS 11,12,13 BLK 3 MOORE'S ADD	\$26,245	\$64,410	\$0	\$90,655	\$90,655	0.239254	\$216.90
2019	010006015	DIETRICH/STEIN BROTHER BUILDING LLC	PO BOX 846	HASTINGS	NE	68902	1301.40 UNIT 100 STEIN BROTHERS BUILDING CONDOMINIUM (LTS 18-21 BLK 18 HASTINGS ORIGINAL TOWN BLK 24)	\$25,153	\$85,360	\$0	\$110,513	\$110,513	0.239254	\$264.41
2019	10018997	DIETRICH/STEIN BROTHER BUILDING LLC	PO BOX 846	HASTINGS	NE	68902	1301.40 UNIT 103 STEIN BROTHERS BUILDING CONDOMINIUM (LTS 18-21 BLK 18 HASTINGS ORIGINAL TOWN BLK 24)	\$8,367	\$28,415	\$0	\$36,782	\$36,782	0.239254	\$88.00
2019	010018847	DIETRICH/STEIN BROTHER BUILDING LLC	PO BOX 846	HASTINGS	NE	68902	1301.40 UNIT 201 STEIN BROTHERS BUILDING CONDOMINIUM (LTS 18-21 BLK 18 HASTINGS ORIGINAL TOWN BLK 24)	\$3,775	\$153,890	\$0	\$157,665	\$157,665	0.239254	\$377.22
2019	010018848	DIETRICH/STEIN BROTHER BUILDING LLC	PO BOX 846	HASTINGS	NE	68902	1301.40 UNIT 202 STEIN BROTHERS BUILDING CONDOMINIUM (LTS 18-21 BLK 18 HASTINGS ORIGINAL TOWN BLK 24)	\$2,290	\$97,400	\$0	\$99,690	\$99,690	0.239254	\$238.51
2019	010018850	DIETRICH/STEIN BROTHER BUILDING LLC	PO BOX 846	HASTINGS	NE	68902	1301.40 UNIT 203 STEIN BROTHERS BUILDING CONDOMINIUM (LTS 18-21 BLK 18 HASTINGS ORIGINAL TOWN BLK 24)	\$3,145	\$132,310	\$0	\$135,455	\$135,455	0.239254	\$324.08
2019	010018851	DIETRICH/STEIN BROTHER BUILDING LLC	PO BOX 846	HASTINGS	NE	68902	1301.40 UNIT 204 STEIN BROTHERS BUILDING CONDOMINIUM (LTS 18-21 BLK 18 HASTINGS ORIGINAL TOWN BLK 24)	\$3,775	\$153,890	\$0	\$157,665	\$157,665	0.239254	\$377.22
2019	010018852	DIETRICH/STEIN BROTHER BUILDING LLC	PO BOX 846	HASTINGS	NE	68903	1301.40 UNIT 205 STEIN BROTHERS BUILDING CONDOMINIUM (LTS 18-21 BLK 18 HASTINGS ORIGINAL TOWN BLK 24)	\$3,145	\$132,310	\$0	\$135,455	\$135,455	0.239254	\$324.08
2019	010018853	DIETRICH/STEIN BROTHER BUILDING LLC	PO BOX 846	HASTINGS	NE	68904	1301.40 UNIT 206 STEIN BROTHERS BUILDING CONDOMINIUM (LTS 18-21 BLK 18 HASTINGS ORIGINAL TOWN BLK 24)	\$3,775	\$153,890	\$0	\$157,665	\$157,665	0.239254	\$377.22
2019	010006024	DUBLDUC PROPERTIES LLC	728 W 2ND ST	HASTINGS	NE	68901	1301.00-LOT 18 CITY OF HASTINGS ORIGINAL TOWN BLK 19	\$14,300	\$51,960	\$0	\$66,260	\$66,260	0.239254	\$158.53
2019	010006022	DULTZ GERALD L & NANCY J TRUSTEES REV TRUST	3014 11TH AVE	KEARNEY	NE	68845	1301.00-LOTS 13-16 BLOCK 19 ORIGINAL TOWN CITY OF HASTINGS	\$57,200	\$182,830	\$0	\$240,030	\$240,030	0.239254	\$574.28
2019	010006001	DWORAK FAMILY INVESTMENTS LLC	2928 LAKEPARK LN	HASTINGS	NE	68901	1301.00-N 90' OF LTS 1-4 INC ALL LTS 5-12 EX TR FOR HIGHWAY DEED 951491 BLK 13 ORIGINAL TOWN	\$179,520	\$325,845	\$0	\$505,365	\$505,365	0.239254	\$1,209.11
2019	010006162	DWORAK FAMILY INVESTMENTS LLC	2928 LAKEPARK LN	HASTINGS	NE	68901	1481.00-LOTS 8 THRU 10 MOORES ADD BLK 3 EX TR FOR HWY #951846	\$59,625	\$111,585	\$0	\$171,210	\$171,210	0.239254	\$409.63
2019	010006138	DWYER MATTHEW M & NEAL W GERLOFF	424 W 2ND ST	HASTINGS	NE	68901	1309.00-LOT 19 JOHNSONS ADD BLK 20 - 20021638: CORR DEED	\$16,250	\$22,280	\$0	\$38,530	\$38,530	0.239254	\$92.18
2019	010006144	DWYER MATTHEW M & NEAL W GERLOFF	424 W 2ND ST	HASTINGS	NE	68901	1309.20-LOT 2 MIDLAND SUBDIVISION - 20021624: CORR DEED	\$27,160	\$24,040	\$0	\$51,200	\$51,200	0.239254	\$122.50
2019	010006069	EAKES INC	617 W 3RD ST	GRAND ISLAND	NE	68801	1303.00-W1/2 LOT 8 ALL LOTS 9-12 OLIVERS ADD	\$74,250	\$282,325	\$0	\$356,575	\$356,575	0.239254	\$853.12
2019	010006077	FARIS TIMOTHY J & SHELLIE K	1300 LAKERIDGE DRIVE	HASTINGS	NE	68902	1301.00-LOTS 1-3 BLK 26 CITY OF HASTINGS ORIGINAL TOWN (2214) 0.07 AC	\$16,936	\$0	\$40,189	\$57,125	\$57,125	0.239254	\$136.67
2019	010006006	FOOTE REALTY CO	3203 OSBORNE DR W	HASTINGS	NE	68901	1301.00-LOTS 1 THRU 6 BLK 17 CITY OF HASTINGS ORIGINAL TOWN (2214) 0.38 AC	\$85,800	\$0	\$249,653	\$335,453	\$335,453	0.239254	\$802.58
2019	010006139	FOOTE REALTY CO	3203 OSBORNE DR W	HASTINGS	NE	68901	1309.00-LOT 20 JOHNSONS ADD BLK 20	\$16,250	\$0	\$0	\$16,250	\$16,250	0.239254	\$38.88
2019	010006140	FOOTE REALTY CO	3203 OSBORNE DR W	HASTINGS	NE	68901	1309.00-LOT 21 BLK 20 JOHNSONS ADD (2214) 0.07 AC	\$16,250	\$80,820	\$0	\$97,070	\$97,070	0.239254	\$232.24
2019	010006141	FOOTE REALTY CO	3203 OSBORNE DR W	HASTINGS	NE	68901	1309.00-LOT 22 JOHNSONS ADD BLK 20	\$16,250	\$3,705	\$0	\$19,955	\$19,955	0.239254	\$47.74
2019	010006016	FOUR OF A KIND LLC	2835 W HWY 6	HASTINGS	NE	68901	1301.00-LOTS 22-24 BLK 18 ORIGINAL TOWN CITY OF HASTINGS	\$14,300	\$192,325	\$0	\$206,625	\$206,625	0.239254	\$494.36
2019	010006053	FRANZEN MILAN & BARBARA & MATTHEW M FRANZEN	4001 PAWNEE ST	LINCOLN	NE	68506	1301.00-LOTS 1 THRU 2 CITY OF HASTINGS ORIGINAL TOWN BLK 23	\$28,600	\$208,975	\$0	\$237,575	\$237,575	0.239254	\$568.41
2019	010006010	FRIDLEY THEATERS INC	1321 WALNUT ST	DES MOINES	IA	50309	1301.00-LOTS 12 THRU 18 BLK 17 CITY OF HASTINGS ORIGINAL TOWN (2214) 0.44 AC	\$100,100	\$1,143,255	\$0	\$1,243,355	\$1,243,355	0.239254	\$2,974.78
2019	010006097	GREMCO INC A NEBRASKA CORP	PO BOX 908	HASTINGS	NE	68902-0905	1307.00-LOTS 3 THRU 4 JOHNS ADD	\$25,170	\$0	\$0	\$25,170	\$25,170	0.239254	\$60.22
2019	010006100	GREMCO INC A NEBRASKA CORP	PO BOX 908	HASTINGS	NE	68902-0905	1308.00-W10' OF LT 4 & ALL LT 5 BUCHANANS SUB OF LOT 5 JOHNS ADD	\$17,060	\$555	\$0	\$17,615	\$17,615	0.239254	\$42.14
2019	010006101	GREMCO INC A NEBRASKA CORP	PO BOX 908	HASTINGS	NE	68902-0905	1308.00-LOTS 6 THRU 8 BUCHANANS SUB OF LOT 5 JOHNS ADD	\$36,770	\$57,870	\$0	\$94,640	\$94,640	0.239254	\$226.43
2019	010006182	GRUBBS MICHAEL R	128 NORTH LEXINGTON AVENUE	HASTINGS	NE	68901-5049	1483.10 LOT 1 GRUBBS SUB-DIV (RE LTS 9-12 LYMANS ADD, E59' LOT 4 SCHULTZ SUB-DIV & LT 1 LAHR'S ADD, E59' LOT 2 GRUBBS SUB-DIV (RE LTS 9-12 LYMANS ADD, E59' LOT 4 SCHULTZ'S SUB & LOT 1 LAHR'S SUB)	\$19,886	\$0	\$0	\$19,886	\$19,886	0.239254	\$47.59
2019	010006183	GRUBBS MICHAEL R	128 NORTH LEXINGTON AVENUE	HASTINGS	NE	68901-5049	1483.10 LOT 2 GRUBBS SUB-DIV (RE LTS 9-12 LYMANS ADD, E59' LOT 4 SCHULTZ'S SUB & LOT 1 LAHR'S SUB)	\$24,129	\$0	\$8,440	\$32,569	\$32,569	0.239254	\$77.92
2019	010006023	GSB ENTERPRISES INC	7750 S ADAMS CENTRAL AVE	HASTINGS	NE	68901	1301.00-LOT 17 BLK 19 CITY OF HASTINGS ORIGINAL TOWN (0.06 AC)	\$14,300	\$58,055	\$0	\$72,355	\$72,355	0.239254	\$173.11
2019	010006083	HASKIN FAMILY LLC	PO BOX 134	HASTINGS	NE	68902	1301.00-LOT 1 THRU 2 BLK 27 CITY OF HASTINGS ORIGINAL TOWN (2214) 0.07 AC	\$17,180	\$36,630	\$0	\$53,810	\$53,810	0.239254	\$128.74
2019	010006000	HERITAGE BANK	PO BOX 329	AURORA	NE	68818	1301.00-S35' OF LOTS 1-4 INC & ALL LT 13-24 EX TR FOR HIGHWAY DEED 951947 BLK 13 ORIGINAL TOWN	\$212,160	\$2,303,535	\$0	\$2,515,695	\$2,515,695	0.239254	\$6,018.90
2019	010006002	HOME FEDERAL SAVINGS/LOAN ASSN OF NEBRASKA	PO BOX 1009	GRAND ISLAND	NE	68802	1301.00-ALL LOTS 1 THRU 12 BLK 14 OF HASTINGS ORIGINAL TOWN (2200) 0.76 AC	\$167,650	\$378,625	\$0	\$546,275	\$546,275	0.239254	\$1,306.98
2019	010006033	J & A'S PROPS LLC	601 LAKESIDE DRIVE	HASTINGS	NE	68901	1301.00-LOTS 13 THRU 14 BLK 20 CITY OF HASTINGS ORIGINAL TOWN (2214) 0.06 AC	\$33,000	\$254,260	\$0	\$287,260	\$287,260	0.239254	\$687.28
2019	010006071	JACKSON RENTALS LLC	PO BOX 1061	HASTINGS	NE	68902	1301.00-LOTS 11 THRU 13 CITY OF HASTINGS ORIGINAL TOWN BLK. 24	\$42,900	\$273,730	\$0	\$316,630	\$316,630	0.239254	\$757.55
2019	010006020	JASE LLC	220 N LINCOLN AVE	HASTINGS	NE	68901	1301.00-S201/2' OF N81' OF LOTS 9-12 EXCEPT E 12' OF LOT 9 ORIGINAL TOWN BLK 19 .03 AC	\$8,100	\$15,000	\$0	\$23,100	\$23,100	0.239254	\$55.27
2019	010006021	JASE LLC	220 N LINCOLN AVE	HASTINGS	NE	68901	1301.00-S44' OF LTS 9-12 INC EX E 12' OF 9 BLK 19 CITY OF HASTINGS ORIGINAL TOWN (2214) 0.08 AC	\$17,390	\$31,560	\$0	\$48,950	\$48,950	0.239254	\$117.11
2019	010006069	JKJ HOLDINGS LLC	200 N BURLINGTON SUITE 200	HASTINGS	NE	68901	1301.00-LOT 9 BLK 24 CITY OF HASTINGS ORIGINAL TOWN HISTORICAL PROPERTY (2214) 0.06 AC	\$14,300	\$60,210	\$0	\$74,510	\$74,510	0.239254	\$178.27
2019	010006070	JKJ HOLDINGS LLC	200 N BURLINGTON SUITE 200	HASTINGS	NE	68901	1301.00-LOT 10 BLK 24 CITY OF HASTINGS ORIGINAL TOWN HISTORICAL PROPERTY (2214) 0.06 AC	\$14,300	\$70,590	\$0	\$84,890	\$84,890	0.239254	\$203.10

2019	010006017	KENSINGTON HASTINGS LLC	25 AVENIDA DE ORINDA	ORINDA	CA	94563	1301.00-LOTS 1 THRU 8 BLK 19 ORIGINAL TOWN - 20036203;CHANGE NAME	\$114,400	\$2,737,415	\$0	\$2,851,815	\$2,851,815	0.239254	\$6,823.08	
2019	010006025	KJEM LLC	722 W 2ND ST	HASTINGS	NE	68901	1301.00-LOT 19 CITY OF HASTINGS ORIGINAL TOWN BLK 19 (2214) .06 AC	\$14,300	\$58,030	\$0	\$72,330	\$72,330	0.239254	\$173.05	
2019	010006177	LAKESIDE SELF STORAGE & RENTALS INC	914 RONAN DR	HASTINGS	NE	68901	1482.00-ALL LOTS 1 THRU 3 & W66' LOT 4 SCHULTZ SUB OF MOORES ADD (2200) 0.40 AC	\$46,515	\$149,045	\$0	\$195,560	\$195,560	0.239254	\$467.89	
2019	010006059	LINCOLN FED SAVINGS BK OF NE	631 W 2ND ST	HASTINGS	NE	68901	1301.00-LOT 8 CITY OF HASTINGS ORIGINAL TOWN BLK 23 933179 & 933180	\$14,300	\$57,560	\$0	\$71,860	\$71,860	0.239254	\$171.93	
2019	10016498	LINCOLN TELEPHONE	PO BOX 2629	ADDISON	TX	75001	LOTS 1-5, BLK 16 ORIGINAL TOWN	\$36,440	\$697,605	\$0	\$734,045	\$734,045	0.239254	\$1,756.23	
2019	010006143	MAENDELE PROPERTIES LLC	1763 W "J" ST	HASTINGS	NE	68901	1309.20-LOT 1 MIDLAND SUBDIVISION -	\$21,580	\$34,130	\$0	\$55,710	\$55,710	0.239254	\$133.29	
2019	010006042	MARTIN JONES LIMITED LIABILITY COMPANY	PO BOX 2117	HASTINGS	NE	68902-2117	1301.00-ALL LTS 1 & 2 EX S22' THEREOF CITY OF HASTINGS ORIGINAL TOW BLK 22	\$23,565	\$109,535	\$0	\$133,100	\$133,100	0.239254	\$318.45	
2019	010006062	MARVEL STEVEN J	PO BOX 1643	HASTINGS	NE	68902	1301.00-N60' OF LOT 12 CITY OF HASTINGS ORIGINAL TOWN BLK 23	\$6,865	\$209,525	\$0	\$216,390	\$216,390	0.239254	\$517.72	
2019	010006061	MARY LANNING HOSPITAL TRUST	PO BOX 756	HASTINGS	NE	68902	1301.00-S45' OF LOT 11-12 CITY OF HASTINGS ORIGINAL TOWN BLK 23	\$10,295	\$108,635	\$0	\$118,930	\$118,930	0.239254	\$284.54	
2019	010018506	MCANDREW JESSICA J	125 N LINCOLN AVE	HASTINGS	NE	68901	1303.11: UNIT 1 801 BUILDING CONDOMINIUMS (RE LT 1 OLIVERS ADDITION) (SEE TIF 500-1018506)	\$2,545	\$11,640	\$0	\$14,185	100.00%	\$0	0.239254	\$0.00
2019	010018507	MCANDREW JESSICA J	125 N LINCOLN AVE	HASTINGS	NE	68901	1303.11 UNIT 3 801 BUILDING CONDOMINIUMS (RE LT 1 OLIVERS ADDITION) (SEE TIF 500-1018507)	\$12,790	\$279,175	\$0	\$291,965	100.00%	\$0	0.239254	\$0.00
2019	010006076	MIDLAND LLC	PO BOX 729	HASTINGS	NE	68902	12-07-10-1301.00-BLK 25 & PT VAC ST JOSEPHS AVE & STRIP OF ABANDONED RR IN PT SE1/4 SEC 12-7-10	\$70,160	\$381,130	\$0	\$451,290	\$451,290	0.239254	\$1,079.73	
2019	010006149	MIDLAND LLC	PO BOX 729	HASTINGS	NE	68902	1309.00-LOTS 4 THRU 12 BLOCK 21 JOHNSONS ADD	\$146,250	\$491,485	\$0	\$637,735	\$637,735	0.239254	\$1,525.81	
2019	010006150	MIDLAND LLC	PO BOX 729	HASTINGS	NE	68902	1309.00-LOTS 13 THRU 14 JOHNSONS ADD BLK 21 -	\$32,500	\$3,125	\$0	\$35,625	\$35,625	0.239254	\$85.23	
2019	010006151	MIDLAND LLC	PO BOX 729	HASTINGS	NE	68902	1309.00-LOTS 15 THRU 19 JOHNSONS ADD BLK 21 -	\$81,250	\$9,995	\$0	\$91,245	\$91,245	0.239254	\$218.31	
2019	010006152	MIDLAND LLC	PO BOX 729	HASTINGS	NE	68902	1309.00-LOTS 20 THRU 24 INC JOHNSONS ADD BLK 21	\$81,250	\$75,855	\$0	\$157,105	\$157,105	0.239254	\$375.88	
2019	010006346	MIDLAND LLC	PO BOX 729	HASTINGS	NE	68902	12-07-10-1309.00-BLK 25 & PT VAC ST JOSEPHS AVE & STRIP OF ABANDONED RR IN PT SE1/4 SEC 12-7-10	\$70,160	\$0	\$0	\$70,160	\$70,160	0.239254	\$167.86	
2019	010016505	MID-NEBRASKA FOUNDATION INC	216 N DENVER	HASTINGS	NE	68901	1301.00-N40' OF LOT 11 BLK 17 CITY OF HASTINGS ORIGINAL TOWN	\$0	\$0	\$0	\$0	\$0	0.239254	\$0.00	
2019	010006057	MILLER ALAN J & CAROLYN J	621 WEST 2ND ST	HASTINGS	NE	68901	1301.00-LOT 6 CITY OF HASTINGS ORIGINAL TOWN BLK 23	\$14,300	\$37,875	\$0	\$52,175	\$52,175	0.239254	\$124.83	
2019	010006026	MILLER LELAND E & CAROLYN J	1809 W 5TH ST	HASTINGS	NE	68901	1301.00-LOT 20 CITY OF HASTINGS ORIGINAL TOWN BLK 19	\$14,300	\$29,835	\$0	\$44,135	\$44,135	0.239254	\$105.59	
2019	010018270	MOYER, CAMBELL L	136 N HASTINGS AVE	HASTINGS	NE	68901	1301.25-UNIT #300 BROWN CONDOMINIUMS (RE N20' S65' LTS 11-12 BLK 23 ORIGINAL TOWN) 3RD FLOOR	\$1,525	\$100,890	\$0	\$102,415	\$102,415	0.239254	\$245.03	
2019	010006091	MURPHY ROBERT A TRUSTEE LIVING TRUST	107 N LINCOLN AVE	HASTINGS	NE	68901	1304.00-LOT 3 OLIVERS SUB DIV LOTS 19-24 OLIVERS ADD -	\$14,420	\$33,965	\$0	\$48,385	\$48,385	0.239254	\$115.76	
2019	010006092	MURPHY ROBERT A TRUSTEE LIVING TRUST	107 N LINCOLN AVE	HASTINGS	NE	68901	1304.00-ALL LOTS 4 & 5 OLIVERS SUB DI LOTS 19-24 OLIVERS ADD - MURPHY'S WAGON WHEEL	\$28,840	\$108,255	\$0	\$137,095	\$137,095	0.239254	\$328.01	
2019	010006012	NEVRIVY MICHAEL J	1129 COUNTRY CLUB DRIVE	HASTINGS	NE	68901	1301.00-LTS 13 THRU 14 CITY OF HASTINGS ORIGINAL TOWN BLK 18 940005	\$28,600	\$83,950	\$0	\$112,550	\$112,550	0.239254	\$269.28	
2019	010006075	NO COAST BREWING LLC	PO BOX 811	HASTINGS	NE	68902	1301.00-LOT 18 THRU 20 CITY OF HASTINGS ORIGINAL TOWN BLK 24	\$42,900	\$98,980	\$0	\$141,880	\$141,880	0.239254	\$339.45	
2019	010006047	OCHSNER, RANDALL G & JULIE A	743 W 2ND ST	HASTINGS	NE	68901	1301.00-LOTS 10 THRU 12 CITY OF HASTINGS ORIGINAL TOWN BLK 22	\$42,900	\$214,705	\$0	\$257,605	\$257,605	0.239254	\$616.33	
2019	010006009	ORTHMANN ELDON L & TAMERA S	419 BRIGGS AVE	HASTINGS	NE	68901	1301.00-S85' OF LOT 11 CITY OF HASTINGS ORIGINAL TOW BLK 17	\$9,725	\$42,015	\$0	\$51,740	\$51,740	0.239254	\$123.79	
2019	010006084	ORTHMANN ELDON LEE	419 BRIGGS	HASTINGS	NE	68901	1301.00-LOT 3 CITY OF HASTINGS ORIGINAL TOWN BLK 27	\$8,870	\$54,295	\$0	\$63,165	\$63,165	0.239254	\$151.12	
2019	010006142	PACHA SOAP CO	PO BOX 571	HASTINGS	NE	68902	1309.00-LOTS 23 THRU 24 JOHNSONS ADD BLK 20	\$32,500	\$955	\$0	\$33,455	\$33,455	0.239254	\$80.04	
2019	010006145	PACHA SOAP CO	PO BOX 571	HASTINGS	NE	68902	1309.00-LOTS 1 THRU 3 JOHNSONS ADD BLK 21	\$48,750	\$98,220	\$0	\$146,970	\$146,970	0.239254	\$351.63	
2019	010006134	PARKER BERNARD R	PO BOX 893	HASTINGS	NE	68902	1309.00-LOT 6 JOHNSONS ADD BLK 20	\$16,250	\$21,665	\$0	\$37,915	\$37,915	0.239254	\$90.71	
2019	010006039	PARKER REAL ESTATE LLC	726 EASTSIDE BLVD	HASTINGS	NE	68901	1301.00-LT 23 EX E12 1/2' X 40 2/10' NE COR & E1' S84.8' LT 23 BLK 20 ORIGINAL TOWN (0.05 AC)	\$11,225	\$105,530	\$0	\$116,755	\$116,755	0.239254	\$279.34	
2019	010018849	PAULEY TAMERRA J	#202 620 W 2ND ST	HASTINGS	NE	68901	1301.40 UNIT 202 STEIN BROTHERS BUILDING CONDOMINIUM (LTS 18-21 BLK 18 HASTINGS ORIGINAL TOWN)	\$3,775	\$153,890	\$0	\$157,665	100.00%	\$0	0.239254	\$0.00
2019	010006043	PRAIRIE BREEZE LLC	7450 W 12TH, PO BOX 5	JUNIATA	NE	68955-0005	1301.00-S22' OF LTS 1 THRU 4 CITY OF HASTINGS ORIGINAL TOWN BLK 22	\$10,065	\$37,675	\$0	\$47,740	\$47,740	0.239254	\$114.22	
2019	010006136	PRINT OLIVE WEST LLC & PRINT OLIVE EAST LLC	423 W 3RD ST	HASTINGS	NE	68901	1309.40 LOT 1 LIBERTY HALL (RE LTS 8-12 BLK 20 JOHNSON'S ADD)	\$53,985	\$56,180	\$0	\$110,165	\$110,165	0.239254	\$263.57	
2019	010018421	PRINT OLIVE WEST LLC & PRINT OLIVE EAST LLC	417 W 3RD ST	HASTINGS	NE	68901	1309.40 LOT 2 LIBERTY HALL (RE LTS 8-12 BLK 20 JOHNSON'S ADD)	\$26,950	\$44,435	\$0	\$71,385	\$71,385	0.239254	\$170.79	
2019	010006032	PSK LLC	305 N HASTINGS STE 201	HASTINGS	NE	68901	1301.00-LOTS 6 THRU 12 CITY OF HASTINGS ORIGINAL TOWN BLK 20	\$115,500	\$282,960	\$0	\$398,460	\$398,460	0.239254	\$953.33	
2019	010006005	PTACNIK BUILDINGS LLC	302 N DENVER AVE	HASTINGS	NE	68901	1301.00-LOTS 11 THRU 13 CITY OF HASTINGS ORIGINAL TOWN BLK 16 THEIS SERVICE CENTER	\$42,900	\$115,315	\$0	\$158,215	\$158,215	0.239254	\$378.54	
2019	010006169	QUINN THOMAS A & JOAN A	2540 W LOCHLAND RD	HASTINGS	NE	68901	1481.00-LOTS 12 & 13 MOORES ADD BLK 4	\$17,555	\$51,660	\$0	\$69,215	\$69,215	0.239254	\$165.60	
2019	010006055	REDEVELOP DOWNTOWN HASTINGS LLC	PO BOX 309	HASTINGS	NE	68902	1301.00-LOT 4 BLK 23 CITY OF HASTINGS ORIGINAL TOWN (2214) 0.06 AC	\$14,300	\$219,980	\$0	\$234,280	\$234,280	0.239254	\$560.52	
2019	010006081	SANCHEZ GABRIEL	641 W 1ST ST	HASTINGS	NE	68901	1301.00-LOTS 7 THRU 10 & E5' OF LOT 11 HASTINGS ORIGINAL TOWN BLOCK 26	\$28,755	\$85,050	\$0	\$113,805	\$113,805	0.239254	\$272.28	
2019	010006082	SANCHEZ GABRIEL	641 W 1ST ST	HASTINGS	NE	68901	1301.00-W17' OF LOT 11 & ALL LOT 12 CITY OF HASTINGS ORIGINAL TOWN BLK 26 .06 AC	\$13,415	\$89,070	\$0	\$102,485	\$102,485	0.239254	\$245.20	
2019	010006013	SCHMIDT MICHAEL V	634 WEST 2ND ST	HASTINGS	NE	68901	1301.00-LOTS 15 THRU 16 CITY OF HASTINGS ORIGINAL TOWN BLK 18	\$28,600	\$105,475	\$0	\$134,075	\$134,075	0.239254	\$320.78	

2019	010006103	SCHUTTE PROPERTIES LLC	318 N ST JOSEPH AVE	HASTINGS	NE	68901	1309.00-LOTS 9 THRU 12 JOHNSONS ADD BLK 13 - (2214) .29 AC	\$33,125	\$190,780	\$0	\$223,905		\$223,905	0.239254	\$535.70
2019	010006056	SCOTT JAMES D & ANGELA GRAHAM SCOTT	PO BOX 296	RICKMAN	TN	38580	1301.00-LOT 5 CITY OF HASTINGS ORIGINAL TOWN BLK 23	\$14,300	\$73,530	\$0	\$87,830		\$87,830	0.239254	\$210.14
2019	010006167	SEATON PUBLISHING CO	908 W 2ND ST	HASTINGS	NE	68901	1481.00-LOTS 7 THRU 10 MOORES ADD BLK 4	\$79,500	\$544,515	\$0	\$624,015		\$624,015	0.239254	\$1,492.98
2019	010006168	SEATON PUBLISHING CO	908 W 2ND ST	HASTINGS	NE	68901	1481.00-LOT 11 MOORES ADD BLK 4	\$34,840	\$361,770	\$0	\$396,610		\$396,610	0.239254	\$948.91
2019	010006165	SEATON PUBLISHING CO INC	908 W 2ND ST	HASTINGS	NE	68901	1481.00-LOTS 4 & 5 MOORES ADD BLK 4	\$39,750	\$18,330	\$0	\$58,080		\$58,080	0.239254	\$138.96
2019	010006166	SEATON PUBLISHING CO INC	908 W 2ND ST	HASTINGS	NE	68901	1481.00-LOT 6 MOORES ADD BLK 4	\$19,875	\$7,835	\$0	\$27,710		\$27,710	0.239254	\$66.30
2019	010006019	SHAHER GARY S & SHEREEN K	236 N LINCOLN #202	HASTINGS	NE	68901	1301.00-S401/2' N60 3/4' LTS 9-12 INC EX 12' LT9 CITY OF HASTINGS ORIGINAL TOWN BLK 19	\$16,005	\$142,550	\$0	\$158,555	50.00%	\$79,278	0.239254	\$189.67
2019	010018198	SHOEMAKER D CHARLES & LYNNE A FRIEDEWALD	PO BOX 846	HASTINGS	NE	68902	1303.10-UNIT # 3 OLIVER BUILDING CONDOMINIUMS (RE UNITS 3 & 4 OLIVER CONDOMINIUMS)(REPLAT OF	\$7,150	\$253,920	\$0	\$261,070	100.00%	\$0	0.239254	\$0.00
2019	010006034	SINNER GREG L & KATHY E	345 SUNSET DR	DONIPHAN	NE	68832	1301.00-LOT 15 CITY OF HASTINGS ORIGINAL TOWN BLK 20	\$14,300	\$28,075	\$0	\$42,375		\$42,375	0.239254	\$101.38
2019	010006027	SINNER GREGORY L & KATHRYN E	345 SUNSET DRIVE	DONIPHAN	NE	68832	1301.00-LOT 21 CITY OF HASTINGS ORIGINAL TOWN BLK 19	\$14,300	\$39,725	\$0	\$54,025		\$54,025	0.239254	\$129.26
2019	010006028	SINNER GREGORY L & KATHRYN E	345 SUNSET DRIVE	DONIPHAN	NE	68832	1301.00-LOT 22 CITY OF HASTINGS ORIGINAL TOWN BLK 19	\$14,300	\$29,530	\$0	\$43,830		\$43,830	0.239254	\$104.87
2019	010006035	SOUKUP LEO III & JUDY A	834 WEST 2ND ST	HASTINGS	NE	68901	1301.00-LOT 16 CITY OF HASTINGS ORIGINAL TOWN BLK 20	\$14,300	\$30,090	\$0	\$44,390		\$44,390	0.239254	\$106.20
2019	010006180	SOUTHERN BELL HEARTLAND LLC	PO BOX 711	HASTINGS	NE	68901	1483.00-S74 1/2' LOTS 1 THRU 5 LYMAN'S ADD OF BLK 5 MOORES ADD	\$56,040	\$52,720	\$0	\$108,760		\$108,760	0.239254	\$260.21
2019	010006067	SPENCER LARRY G & JOAN	1314 NO LAIRD	HASTINGS	NE	68901-2516	1301.00-LOT 7 CITY OF HASTINGS ORIGINAL TOWN BLK 24	\$14,300	\$56,700	\$0	\$71,000		\$71,000	0.239254	\$169.87
2019	010006037	STEC P J	814 W 2ND ST	HASTINGS	NE	68901	1301.00-LOTS 20 THRU 21 CITY OF HASTINGS ORIGINAL TOWN BLK 20	\$28,600	\$72,120	\$0	\$100,720		\$100,720	0.239254	\$240.98
2019	010006186	SUN MOON STARS PROPERTIES LLC	% ADAM HUNT 11415 SHIRLEY ST	OMAHA	NE	68144	1487.00-LOTS 1 THRU 5 ESTHERS ADD (0.22 AC)	\$72,815	\$0	\$103,775		\$176,590	0.239254	\$422.50	
2019	010010164	T & M PROPERTIES LLC	770 W 94TH ST	HASTINGS	NE	68901	1481.00-LOTS 1 THRU 3 MOORES ADD BLK 3	\$59,625	\$254,540	\$0	\$314,165		\$314,165	0.239254	\$751.65
2019	010006067	THE LISTENING ROOM INC	PO BOX 543	HASTINGS	NE	68902	1303.00- TAX INCREMENT FINANCING LOTS 2 & 3 OLIVERS ADDITION TO CITY OF HASTINGS (2214/5000)	\$28,600	\$369,045	\$0	\$397,645		\$397,645	0.239254	\$951.38
2019	010006085	THOAR LLC	1900 DOVER CT	LINCOLN	NE	68506	1301.00-LOT 4 THRU 5 CITY OF HASTINGS ORIGINAL TOWN BLK 27 HASTINGS TIF (2214) .08AC	\$18,220	\$193,195	\$144,079	\$355,494		\$355,494	0.239254	\$850.53
2019	010006095	THOAR LLC	1900 DOVER CT	LINCOLN	NE	68506-0000	1306.00-LOTS 1 THRU 3 DAVIS ADD -- (2214) .12 AC	\$28,540	\$236,713	\$197,808	\$463,061		\$463,061	0.239254	\$1,107.89
2019	010006096	THOAR LLC	1900 DOVER CT	LINCOLN	NE	68506	1306.00-LOTS 4 THRU 7 DAVIS ADD -- .18 AC	\$40,310	\$65,520	\$0	\$105,830		\$105,830	0.239254	\$253.20
2019	010006007	TIM & JODY JACOBI LLC	200 W 6TH ST	HASTINGS	NE	68901	1301.00-LOT 7 ORIGINAL TOWN BLK 17	\$14,300	\$61,270	\$0	\$75,570		\$75,570	0.239254	\$180.80
2019	010006008	TIM & JODY JACOBI LLC	200 W 6TH ST	HASTINGS	NE	68901	1301.00-LOTS 8 THRU 10 CITY OF HASTINGS ORIGINAL TOWN BLK 17	\$42,900	\$112,710	\$0	\$155,610		\$155,610	0.239254	\$372.30
2019	010006011	TRISHSONIAN LLC	1105 N KANSAS AVE	HASTINGS	NE	68901	1301.00-LOTS 19 THRU 20 CITY OF HASTINGS ORIGINAL TOWN BLK 17	\$28,600	\$71,415	\$0	\$100,015		\$100,015	0.239254	\$239.29
2019	010006065	UPTOWN EXPERIENCE LLC	PO BOX 1172	HASTINGS	NE	68901	1301.00- LOTS 3-6 BLK 24 ORIGINAL TOWN CITY OF HASTINGS (SEE ID 500-302) (2214/5000) (2214) .25 AC	\$57,200	\$614,395	\$0	\$671,595		\$671,595	0.239254	\$1,606.82
2019	010006080	WANDA'S LLC	623 WEST 1ST ST	HASTINGS	NE	68901	26-07-10-1301.00-LOT 6 CITY OF HASTINGS ORIGINAL TOWN BLK 26	\$6,470	\$39,965	\$0	\$46,435		\$46,435	0.239254	\$111.10
2019	010018197	WEBER EUGENE G & JOANNE C TRUSTEES REV TRUST	1100 N 6TH AVE, APT 115	HASTINGS	NE	68901	1303.10-TAX INCREMENT FINANCE UNIT #2 OLIVER BUILDING CONDOMINIUMS (RE LTS 4 & 5 OLIVERS	\$7,150	\$122,630	\$0	\$129,780		\$129,780	0.239254	\$310.50
2019	010006003	WELTON REAL ESTATE LLC	865 E OLIVER	HASTINGS	NE	68901	1301.11-LOT 1 WELTON-ALEXANDER SUBDIVISION	\$42,900	\$203,115	\$0	\$246,015		\$246,015	0.239254	\$588.60
2019	010006031	WELTON REAL ESTATE LLC	865 E OLIVER	HASTINGS	NE	68901	1301.00-LOTS 1 THRU 5 CITY OF HASTINGS BLK 20	\$71,500	\$215,450	\$0	\$286,950		\$286,950	0.239254	\$686.54
2019	010006161	WELTON REAL ESTATE LLC	865 E OLIVER	HASTINGS	NE	68901	1481.00-ALL LOTS 4 THRU 7 MOORES ADD BLK 3	\$79,500	\$18,295	\$0	\$97,795		\$97,795	0.239254	\$233.98
2019	010010165	WELTON REAL ESTATE LLC	865 E OLIVER	HASTINGS	NE	68901	1481.00-LOT 14 & S1/4 LOT 15 MOORES ADD BLK 3	\$8,663	\$0	\$0	\$8,663		\$8,663	0.239254	\$20.73
2019	010010166	WELTON REAL ESTATE LLC	865 E OLIVER	HASTINGS	NE	68901	1481.00-N3/4 LOT 15 & S1/2 LOT 16 MOORES ADD BLK 3	\$8,663	\$0	\$0	\$8,663		\$8,663	0.239254	\$20.73
2019	010006105	WESTBROOK VILLAGE LLC	400 WEST 3RD ST	HASTINGS	NE	68901	1309.00-S75' OF LOTS 23 & 24 JOHNSONS ADD BLK 13	\$19,500	\$40,325	\$0	\$59,825		\$59,825	0.239254	\$143.13
															\$68,000
								\$4,972,362	\$24,172,313	\$775,069	\$29,919,744		\$28,421,628		\$68,000

**WHAT DOES THE BUSINESS IMPROVEMENT DISTRICT (BID) DO AND
WHAT DOES MY ASSESSMENT DOLLAR PAY FOR?**

- ✓ The BID provides trash pickup, weed spraying, tree trimming, graffiti removal and other public maintenance as needed.
- ✓ Purchases planters, bike racks, trash receptacles and benches throughout the district.
- ✓ Plants, waters flowers, landscaping and trees as needed.
- ✓ Collaborates with the Hastings Community Arts Council and Downtown Center Association on events such as the Upper Level Living Tour, Downtown Do the Brew, Concerts in the Park, Downtown Farmers Market, Celebration of Lights, Junk Street and other events.
- ✓ Publishes marketing brochures such as the Sculpture Brochure and the Historic Downtown Walking Tour Brochure.
- ✓ Collaborates with the Adams County Convention and Visitors Bureau and Downtown Center Association to promote the District in publications such as the Nebraska Travel Guide, Nebraska Life Magazine and other publications.
- ✓ Recruits potential developers and new businesses to the District assisting with site selection, financing and permit related issues.
- ✓ Coordinates the downtown Holiday Lighting Program and placement of wreathes.
- ✓ Acts as a recommending body to the City Council on issues such as street closures, parking restrictions, traffic regulations, zoning issues, building codes, utility related issues, snow removal and other public improvements.
- ✓ Collaborates with the CRA and Cottonwood Committee and assists with funding of the downtown Bronze Sculpture Program.
- ✓ Collaborates with the CRA to manage incentive programs such as;
 - The Façade Improvement Program
 - Downtown Retail Incentive Program
 - CRA Revolving Loan Fund
 - And the Nebraska Enterprise Fund Small Business Loan Program
- ✓ Applied for and received a \$30,000 Community Development Block Grant (CDBG) from the Department of Economic Development to prepare a Downtown Revitalization Plan. Applied for and received a \$350,000 Block Grant to implement projects identified in the Downtown Revitalization Plan. These funds leveraged over \$3,000,000 of private investment creating 9 new apartments, 2 new restaurants, 2 new craft breweries and 3 renovated buildings.
- ✓ Applied for and received a 2nd round of CDBG funding in the amount of \$350,000 to implement façade and public improvements in the district. Approximately \$75,000 of CDBG funds will be utilized to reconstruct the 1st & Lincoln Parking Lot. The remaining funds will be utilized to renovate 2-3 building façades. These funds are expected to leverage \$2.5 million to \$3 million of private investment and create additional upper level living and renovated commercial space.

- ✓ Applied for a 3rd round of CDBG funding in the amount of \$400,000 to implement façade projects in the district
- ✓ Collaborates with the Downtown Center Association on social networking sites (FaceBook pages - Downtown Hastings NE & Downtown Hastings Lifestyle) with over 5,000 followers providing information on events and activities, and information on downtown businesses.
- ✓ BID provided partial funding and Board members worked with the GreenScape Committee and the City of Hastings on the landscaping and softening of three downtown parking lots including, 1st & Lexington, 1st & Burlington and 1st & Hastings. This BID is providing funding for the renovation and landscaping of the parking lot at 1st & Lincoln with an expected completion date of April 15, 2020.
- ✓ Maintains a website www.hastingsdowntown.com which provides;
 - information and news about the downtown
 - a listing of places to shop, dine and be entertained
 - a general business listing with links to individual businesses websites
 - a listing of events and activities
 - a listing of available residential and commercial properties for sale or lease
 - information on development incentives available
 - a history of the BID, a listing of board members, budget and district boundaries
 - downtown newsletters
 - information about the BID, CRA and Downtown Center Association

Funds to be raised through assessments for the fiscal year 10/1/2019 through 9/30/2020 is \$68,000

Administration consists of postage, printing, telephone, rent, office, supplies, director's salary, and miscellaneous expenses.

Services and supplies consist of contract labor, pest control, and supplies such as pesticides, weed killers, & cleaning products.

Public Improvements & Promotion consist of banners, marketing, public events, Holiday Lighting, plantings, benches, bike racks, planters, trash receptacles, public landscaping and other public improvements.

“For successful, sustainable, long term revitalization, a comprehensive approach is essential.”

"The Business Improvement District's mission is to enhance the physical and economic well being of the Central Business District; to improve the environment in which people shop, live and work in the area; to demonstrate private commitment through physical and economic improvements; to maintain physical, economic and social improvements through a long term operations strategy; and to maintain an organization to oversee the promotion, design, maintenance, appearance and economic restructuring of the Central Business District."

INFORMATION PROVIDED BY THE BID BOARD

Department: Development Services
Staff Contact: Donald Threewitt
Council Meeting Date: 10/14/2019

AGENDA ITEM SUMMARY SHEET

Description of Item:

Public hearing to consider a change of zoning for Hollister 3rd Subdivision from "A Agricultural" to "R-1A Single-family large-lot Residential."

Names of People/Business affected by this action:

The applicant, the people of Adams County, and the City.

Why Council action is required:

Upon the final hearing of an application to amend the zoning map, the Commission shall approve or deny the same and a report of such action, together with a recommendation for final approval or denial, shall be made by the Commission to the City Council [34-801 (2)(f)].

Type of action requested:

Motion

Suggested motion:

Motion to approve a zoning change from "A Agricultural" to "R-1A Single-family large-lot Residential" for Hollister 3rd Subdivision.

Deadlines associated with action:

Department head comments:

This zone change action is dependent on the passage of, and encompasses the boundaries of Hollister Third Subdivision.

The R-1A district is intended for urban and suburban single-family residential areas with low population densities, where larger lots are desired and public sewer and water may not be available.

The applicant intends to plat the existing farmstead residence into a single lot subdivision, separate from the surrounding farm holdings. This is a common occurrence in the ETJ area, as evidenced by nearby subdivisions such as: Hollister Sub Number One, Utecht Subdivision, Katie Asmus Subdivision, Harrenstein 2nd Sub, Pine Square Sub, Tom Pavelka Sub, Boise Sub, LT Jaden Sub,

among many others.

The surrounding zoning is A Agricultural and the Comprehensive Plan designation is Agriculture. In keeping with the goals of the plan, the agricultural lands and natural resources should be protected. The extension of infrastructure including water, sewer, and streets should not be extended in these portions of the county.

Lot sizes of 40+ acres are encouraged and cluster developments with individual lots under 2 acres are allowable on a case-by-case basis. Due to the commonality of single-lot subdivisions within the ETJ area, and the consistency and frequency of cases from 1994 through 2018, a reconsideration of this goal in the Comprehensive Plan may be warranted.

At the September 16, 2019 Planning Commission meeting, Commissioners voted 7-0 in favor of a recommendation to approve.

City Administrator comments:

Recommend approval

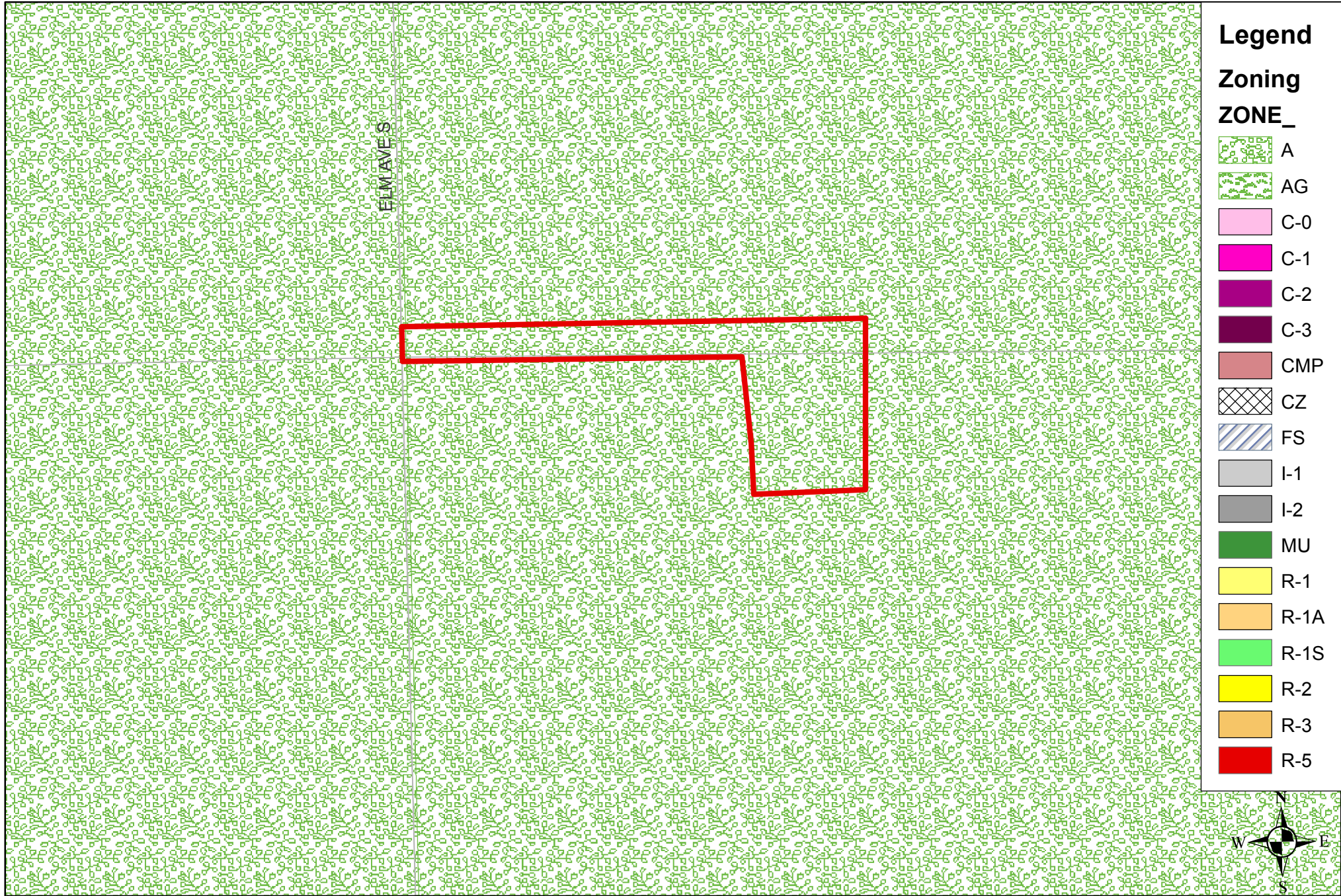


Hollister Rezone Vicinity Map

ELM AVE S



Hollister Rezone Aerial Map



Hollister Rezone Zoning Map

ELM AVE S

Legend

Future Land Use

Fut_LU



Agricultural



Commercial/Retail



Comm./Ret. OVERLAY



Employment



Industrial OVERLAY



Mixed Use-Comm.



Mixed Use-Downtown



Mixed Use-Neighborhood



Parks & Rec



Public/Semi-Public



Rural Res.



Suburban Res.



Urban Industrial



Urban Res.

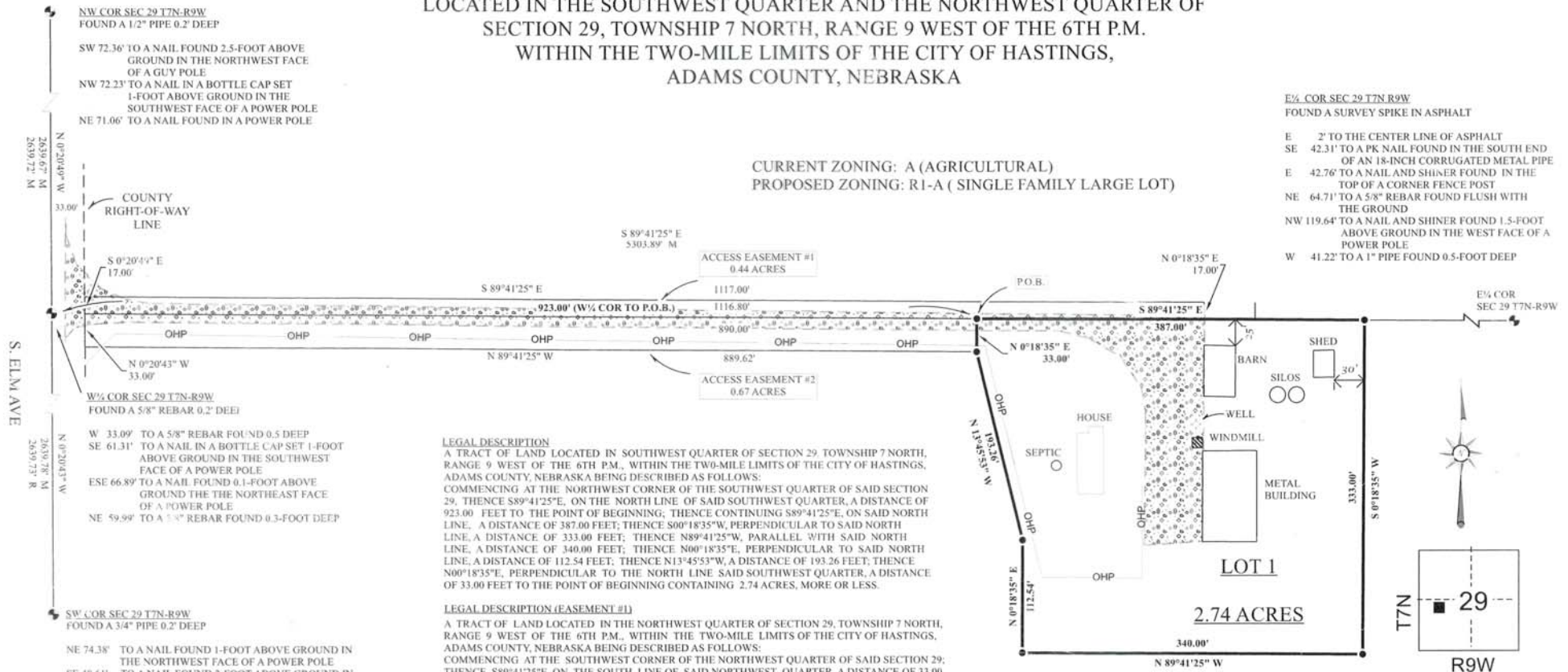


Hollister Rezone Future Land Use Map

HOLLISTER THIRD SUBDIVISION

LOCATED IN THE SOUTHWEST QUARTER AND THE NORTHWEST QUARTER OF
SECTION 29, TOWNSHIP 7 NORTH, RANGE 9 WEST OF THE 6TH P.M.
WITHIN THE TWO-MILE LIMITS OF THE CITY OF HASTINGS,
ADAMS COUNTY, NEBRASKA

CURRENT ZONING: A (AGRICULTURAL)
PROPOSED ZONING: R1-A (SINGLE FAMILY LARGE LOT)



SURVEYOR'S CERTIFICATE
I HEREBY CERTIFY THAT THIS PLAT OF A SURVEY WAS
MADE BY ME OR UNDER MY SUPERVISION AND IS TRUE
AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND
THAT I AM A duly Licensed Land Surveyor UNDER
THE LAWS OF THE STATE OF NEBRASKA.

THOMAS C. KRUEGER, S-148

NOTE: ALL BEARINGS ARE ASSUMED

LEGEND	
	SET 1/2" REBAR W/LS-448 CAP
	CORNER FOUND
	RECORD DISTANCE
	MEASURED DISTANCE
	GRAVEL
	EASEMENT

FILED IN ADAMS COUNTY, NEBRASKA TOWNSHIP 7 NORTH, RANGE 9 WEST	DRAWN BY T. KRUEGER
SCALE 100 Ft/In	SHEET 1 OF 2
JOB KLS-19090	FIELD WORK TK

KRUEGER LAND SURVEYING

2837 WEST U.S. HIGHWAY 6 #204
HASTINGS, NE 68901
402-984-2176

HOLLISTER THIRD SUBDIVISION

OWNER'S CERTIFICATE

KNOW ALL MEN BY THESE PRESENT, THAT SCOTT D. HOLLISTER, TRUSTEE OF THE SCOTT D. HOLLISTER REVOCABLE TRUST, RITA L. HOLLISTER, TRUSTEE OF THE RITA L. HOLLISTER REVOCABLE TRUST, CRAIG A. HOLLISTER, TRUSTEE OF THE CRAIG A. HOLLISTER REVOCABLE TRUST AND NANCY L. HOLLISTER, TRUSTEE OF THE NANCY L. HOLLISTER REVOCABLE TRUST, OWNERS OF RECORD OF THE LAND SHOWN ON THE PLAT AND DESCRIBED IN THE LEGAL DESCRIPTION HEREON, HAS CAUSED THE SAME TO BE SURVEYED, SUBDIVIDED, PLATTED, AND DESIGNATED AS "HOLLISTER THIRD SUBDIVISION", WITHIN THE TWO MILE LIMITS OF THE CITY OF HASTINGS, ADAMS COUNTY, NEBRASKA, AND THAT SAID SURVEYING, SUBDIVIDING, PLATTING AND DESIGNATION WAS DONE WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES AND WISHES OF THE UNDERSIGNED OWNERS.

SIGNED THIS 21st DAY OF August, 2019.

Scott D. Hollister Trustee
SCOTT D. HOLLISTER, TRUSTEE

Rita L. Hollister Trustee
RITA L. HOLLISTER, TRUSTEE

Craig A. Hollister Trustee
CRAIG A. HOLLISTER, TRUSTEE

Nancy L. Hollister Trustee
NANCY L. HOLLISTER, TRUSTEE

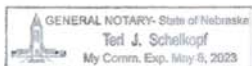
ACKNOWLEDGEMENT

STATE OF NEBRASKA)
COUNTY OF ADAMS)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THE 21st DAY OF August, 2019, BY SCOTT D. HOLLISTER, TRUSTEE OF THE SCOTT D. HOLLISTER REVOCABLE TRUST, AND RITA L. HOLLISTER, TRUSTEE OF THE RITA L. HOLLISTER REVOCABLE TRUST.

MY COMMISSION EXPIRES THE 8th DAY OF May, 2023

(SEAL)



Teri J. Schelkopf
NOTARY

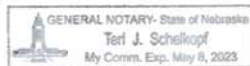
ACKNOWLEDGEMENT

STATE OF NEBRASKA)
COUNTY OF ADAMS)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THE 21st DAY OF August, 2019, BY CRAIG A. HOLLISTER, TRUSTEE OF THE CRAIG A. HOLLISTER REVOCABLE TRUST AND NANCY L. HOLLISTER, TRUSTEE OF THE NANCY L. HOLLISTER REVOCABLE TRUST.

MY COMMISSION EXPIRES THE 8th DAY OF May, 2023

(SEAL)



Teri J. Schelkopf
NOTARY

KRUEGER LAND SURVEYING

2837 WEST U.S. HIGHWAY 6 #204
HASTINGS, NE 68901
402-984-2176

COUNTY TREASURER'S CERTIFICATE

I HEREBY CERTIFY THAT THE RECORDS OF MY OFFICE SHOW NO TAXES ARE DUE OR DELINQUENT UPON THE PROPERTY DESCRIBED IN THE LEGAL DESCRIPTION ON THIS PLAT AS OF THIS 21st DAY OF August, 2019.

ADAMS COUNTY TREASURER



CITY TREASURER'S CERTIFICATE

I HEREBY CERTIFY THAT THE RECORDS OF MY OFFICE SHOW NO SPECIAL ASSESSMENTS ARE DELINQUENT UPON THE PROPERTY DESCRIBED IN THE LEGAL DESCRIPTION ON THIS PLAT.

CITY OF HASTINGS TREASURER

CITY ENGINEER'S APPROVAL

I, THE UNDERSIGNED, DO HEREBY _____ THIS PLAT OF HOLLISTER THIRD SUBDIVISION, WITHIN THE TWO MILE LIMITS OF THE CITY OF HASTINGS, ADAMS COUNTY, NEBRASKA.

CITY ENGINEER

CITY PLANNING COMMISSION RECOMMENDATION

THIS PLAT OF HOLLISTER THIRD SUBDIVISION, WITHIN THE TWO MILE LIMITS OF THE CITY OF HASTINGS, ADAMS COUNTY, NEBRASKA, HAS BEEN SUBMITTED TO AND REVIEWED BY THE CITY PLANNING COMMISSION FOR APPROVAL AND IS HEREBY TRANSMITTED TO THE GOVERNING BODY OF THE CITY OF HASTINGS ADAMS COUNTY, NEBRASKA WITH THE RECOMMENDATION THAT SAID PLAT BE _____ AS PROPOSED DATED THIS _____ DAY OF _____, 2019.

CHAIRMAN

DIRECTOR

MAYOR AND CITY COUNCIL ACTION

THIS PLAT OF HOLLISTER THIRD SUBDIVISION, WITHIN THE TWO MILE LIMITS OF THE CITY OF HASTINGS, ADAMS COUNTY, NEBRASKA IS HEREBY _____, DATED THIS _____ DAY OF _____, 2019.

MAYOR

CITY CLERK

REGISTER OF DEEDS CERTIFICATE

STATE OF NEBRASKA)
COUNTY OF ADAMS)

THIS IS TO CERTIFY THAT THIS INSTRUMENT WAS FILED FOR RECORD IN THE REGISTER OF DEEDS OFFICE OF ADAMS COUNTY, NEBRASKA.

DATE: _____ TIME: _____ INSTRUMENT NO: _____

REGISTER OF DEEDS

FILE NAME ADAMS COUNTY SEC 29 T7N-R9W		
SCALE 100 Ft/in	DATE 07-31-2019	DRAWN BY T. KRUEGER
JOB KLS-19090	FIELD WORK TK	SHEET 2 OF 2

ORDINANCE NO. 4606

AN ORDINANCE OF THE CITY OF HASTINGS, NEBRASKA, TO AMEND THE OFFICIAL ZONING DISTRICT MAP OF THE CITY OF HASTINGS, NEBRASKA TO REZONE HOLLISTER THIRD SUBDIVISION, FROM “A, AGRICULTURAL DISTRICT” TO “R-1-A, SINGLE FAMILY LARGE LOT DISTRICT”; TO REPEAL ANY ORDINANCE IN CONFLICT HEREWITH; AND TO PROVIDE WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT.

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

SECTION 1. That the property legally described as follows:

Hollister Third Subdivision, located in the Southwest Quarter and the Northwest Quarter of Section 29, Township 7 North, Range 9 West of the 6th P.M. within the two-mile limits of the City of Hastings, Adams County, Nebraska, currently zoned “A Agricultural District”, be and the same is hereby rezoned to “R-1-A, Single Family Large Lot District”.

SECTION 2. That the City Engineer is hereby directed to cause the official zoning district map of the City of Hastings, Nebraska to be changed in accordance with the foregoing provisions.

SECTION 3. That any ordinance passed and approved prior to the passage, approval and publication or posting of this ordinance, and in conflict with its provisions, is hereby repealed.

SECTION 4. This ordinance shall take effect and be in full force from and after its passage, approval and pamphlet form, said effective date being the ____ day of _____, 2019, and this ordinance shall not be included in the Hastings City Code Book.

PASSED AND APPROVED by the Mayor and City Council of the City of Hastings, Nebraska, this ____ day of _____, 2019.

ATTEST:

Mayor

City Clerk

(S E A L)

APPROVED TO FORM:

City Attorney

Department: Development Services
Staff Contact: Donald Threewitt
Council Meeting Date: 10/14/2019

AGENDA ITEM SUMMARY SHEET

Description of Item:

Final plat for Hollister 3rd Subdivision, within the two-mile boundary of the City of Hastings, Adams County, Nebraska.

Names of People/Business affected by this action:

The applicant, the people of Adams County, and the City.

Why Council action is required:

Approval of subdivisions within the Extraterritorial Jurisdiction (ETJ) of the City of Hastings require review and recommendation by the City Planning Commission, review and comment by the County Planning Commission, and if there is a dedication of right-of-way, review by the County Board of Supervisors.

Type of action requested:

Motion

Suggested motion:

Motion to approve a final plat for Hollister 3rd Subdivision, within the two-mile boundary of the City of Hastings, Adams County, Nebraska.

Deadlines associated with action:

This case is scheduled to be heard by the City Council on October 14.

Department head comments:

The applicant intends to plat the existing farmstead residence into a single lot subdivision, separate from the surrounding farm holdings. This is a common occurrence in the ETJ area, as evidenced by nearby subdivisions.

The surrounding zoning is A Agricultural and the Comprehensive Plan designation is Agriculture. In keeping with the goals of the plan, the agricultural lands and natural resources should be protected. The extension of infrastructure including water, sewer, and streets should not be extended in these portions of the county.

Lot sizes of 40+ acres are encouraged and cluster developments with individual lots under 2 acres

are allowable on a case-by-case basis. Due to the commonality of single-lot subdivisions within the ETJ area, and the consistency and frequency of cases from 1994 through 2018, a reconsideration of this goal in the Comprehensive Plan may be warranted.

The development review committee has reviewed this plat and all comments have been addressed.

At the September 16, 2019 Planning Commission meeting, Commissioners voted 7-0 in favor of approval.

City Administrator comments:

Recommend approval

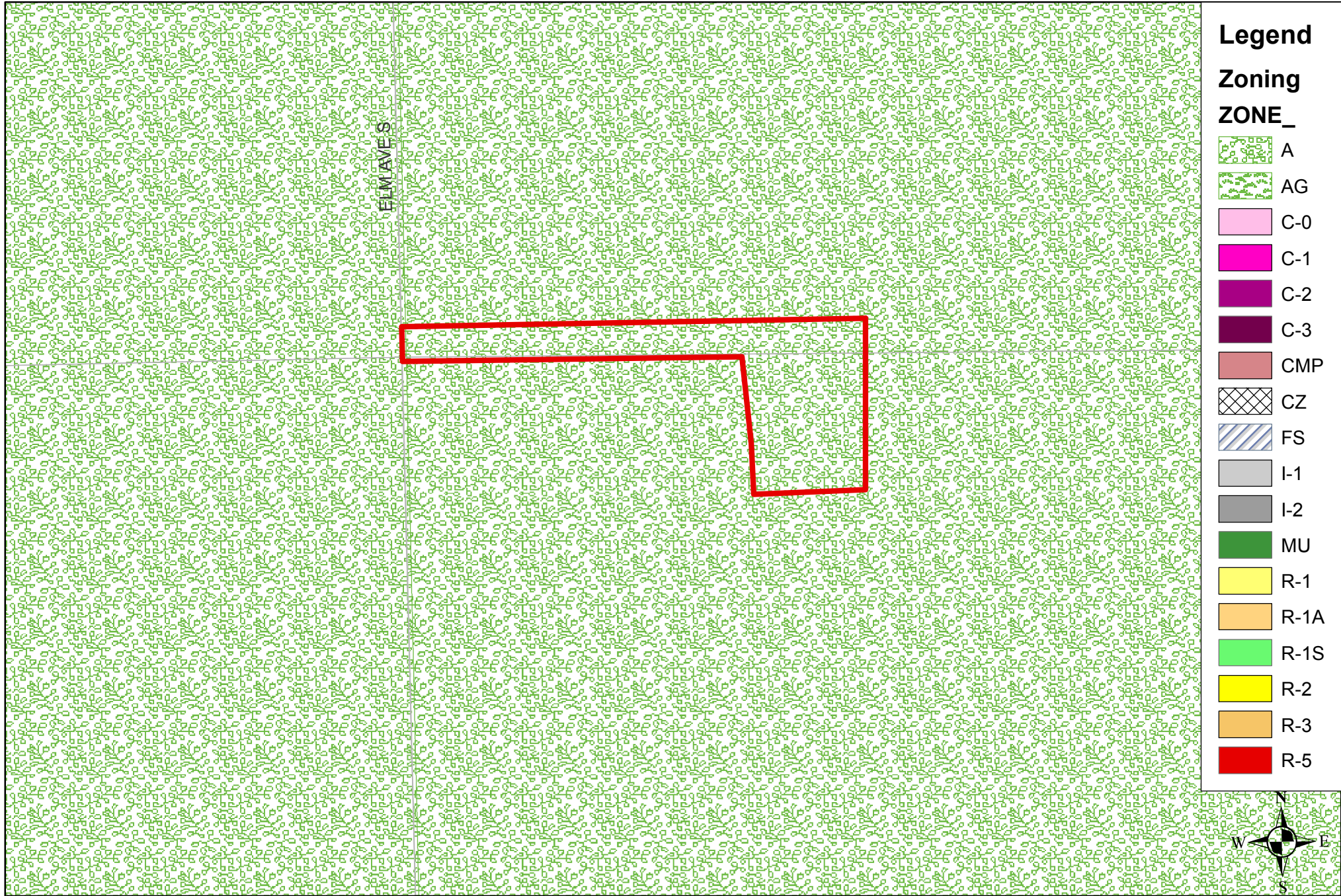


Hollister Rezone Vicinity Map

ELM AVE S



Hollister Rezone Aerial Map



Hollister Rezone Zoning Map

ELM AVE S

Legend

Future Land Use

Fut_LU



Agricultural



Commercial/Retail



Comm./Ret. OVERLAY



Employment



Industrial OVERLAY



Mixed Use-Comm.



Mixed Use-Downtown



Mixed Use-Neighborhood



Parks & Rec



Public/Semi-Public



Rural Res.



Suburban Res.



Urban Industrial



Urban Res.

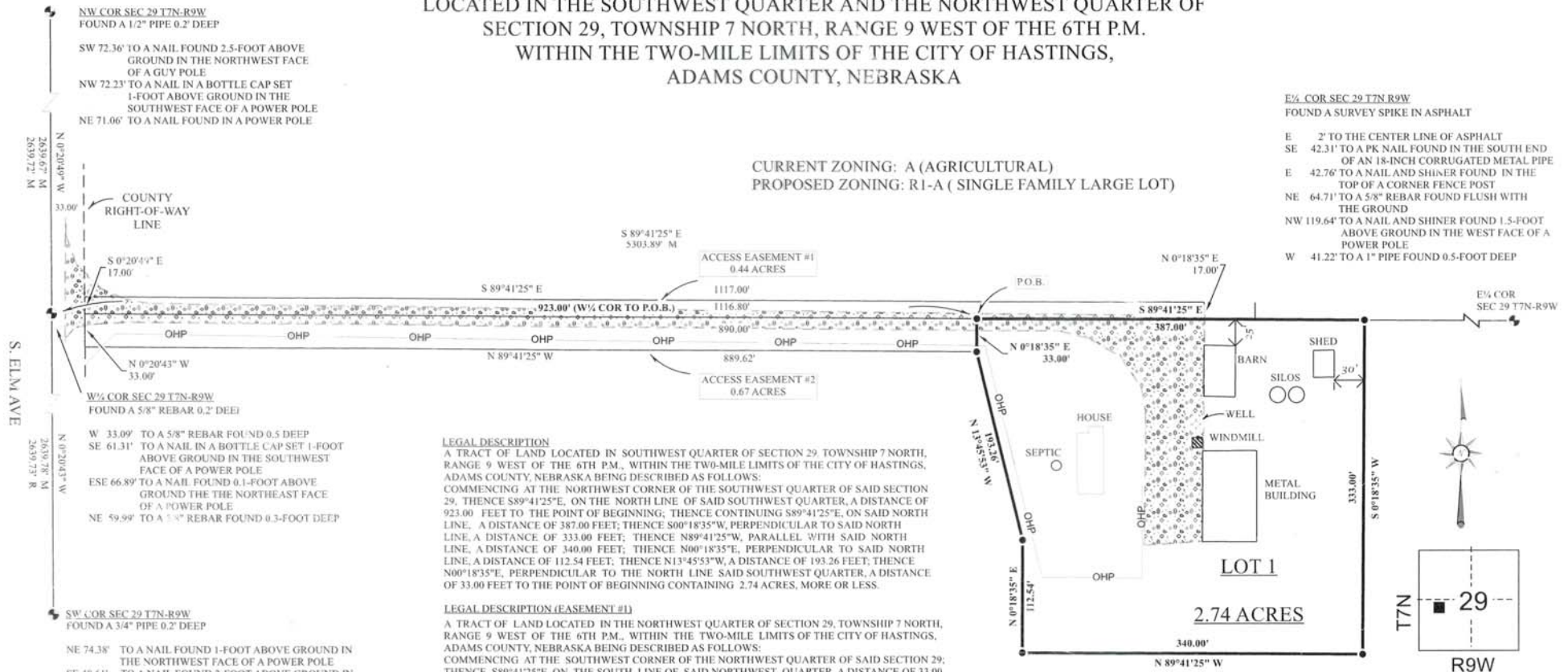


Hollister Rezone Future Land Use Map

HOLLISTER THIRD SUBDIVISION

LOCATED IN THE SOUTHWEST QUARTER AND THE NORTHWEST QUARTER OF
SECTION 29, TOWNSHIP 7 NORTH, RANGE 9 WEST OF THE 6TH P.M.
WITHIN THE TWO-MILE LIMITS OF THE CITY OF HASTINGS,
ADAMS COUNTY, NEBRASKA

CURRENT ZONING: A (AGRICULTURAL)
PROPOSED ZONING: R1-A (SINGLE FAMILY LARGE LOT)



LEGAL DESCRIPTION

A TRACT OF LAND LOCATED IN SOUTHWEST QUARTER OF SECTION 29, TOWNSHIP 7 NORTH, RANGE 9 WEST OF THE 6TH P.M., WITHIN THE TWO-MILE LIMITS OF THE CITY OF HASTINGS, ADAMS COUNTY, NEBRASKA BEING DESCRIBED AS FOLLOWS:
COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 29, THENCE S89°41'25"E, ON THE NORTH LINE OF SAID SOUTHWEST QUARTER, A DISTANCE OF 923.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING S89°41'25"E, ON SAID NORTH LINE, A DISTANCE OF 387.00 FEET; THENCE S00°18'35"W, PERPENDICULAR TO SAID NORTH LINE, A DISTANCE OF 333.00 FEET; THENCE N89°41'25"W, PARALLEL WITH SAID NORTH LINE, A DISTANCE OF 340.00 FEET; THENCE N00°18'35"E, PERPENDICULAR TO SAID NORTH LINE, A DISTANCE OF 112.54 FEET; THENCE N13°45'53"W, A DISTANCE OF 193.26 FEET; THENCE N00°18'35"E, PERPENDICULAR TO THE NORTH LINE SAID SOUTHWEST QUARTER, A DISTANCE OF 33.00 FEET TO THE POINT OF BEGINNING CONTAINING 2.74 ACRES, MORE OR LESS.

LEGAL DESCRIPTION (EASEMENT #1)

A TRACT OF LAND LOCATED IN THE NORTHWEST QUARTER OF SECTION 29, TOWNSHIP 7 NORTH, RANGE 9 WEST OF THE 6TH P.M., WITHIN THE TWO-MILE LIMITS OF THE CITY OF HASTINGS, ADAMS COUNTY, NEBRASKA BEING DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTHWEST CORNER OF THE NORTHWEST QUARTER OF SAID SECTION 29; THENCE S89°41'25"E, ON THE SOUTH LINE OF SAID NORTHWEST QUARTER, A DISTANCE OF 33.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING S89°41'25"E, ON SAID SOUTH LINE, A DISTANCE OF 1116.80 FEET; THENCE N00°18'35"E, PERPENDICULAR TO SAID SOUTH LINE, A DISTANCE OF 17.00 FEET; THENCE N89°41'25"W, PARALLEL WITH AND 17.00 FEET NORTH OF SAID SOUTH LINE, A DISTANCE OF 1117.00 FEET; THENCE S00°20'49"E, PARALLEL WITH AND 33.00 FEET EAST OF THE WEST LINE OF SAID NORTHWEST QUARTER, A DISTANCE OF 17.00 FEET TO THE POINT OF BEGINNING CONTAINING 0.44 ACRES, MORE OR LESS.

LEGAL DESCRIPTION (EASEMENT #2)

A TRACT OF LAND LOCATED IN SOUTHWEST QUARTER OF SECTION 29, TOWNSHIP 7 NORTH, RANGE 9 WEST OF THE 6TH P.M., WITHIN THE TWO-MILE LIMITS OF THE CITY OF HASTINGS, ADAMS COUNTY, NEBRASKA BEING DESCRIBED AS FOLLOWS:
COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 29, THENCE S89°41'25"E, ON THE NORTH LINE OF SAID SOUTHWEST QUARTER, A DISTANCE OF 33.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING S89°41'25"E, ON SAID NORTH LINE, A DISTANCE OF 890.00 FEET; THENCE S00°18'35"W, PERPENDICULAR TO SAID NORTH LINE, A DISTANCE OF 33.00 FEET; THENCE N89°41'25"W, PARALLEL WITH AND 33.00 FEET SOUTH OF SAID NORTH LINE, A DISTANCE OF 889.62 FEET; THENCE N00°20'43"E, PARALLEL WITH AND 33.00 FEET EAST OF SAID WEST LINE, A DISTANCE OF 33.00 FEET TO THE POINT OF BEGINNING CONTAINING 0.67 ACRES, MORE OR LESS.

NOTE: ALL BEARINGS ARE ASSUMED

LEGEND	
	SET 1/2" REBAR W/LS-448 CAP
	CORNER FOUND
	RECORD DISTANCE
	MEASURED DISTANCE
	GRAVEL
	EASEMENT

SURVEYOR'S CERTIFICATE
I HEREBY CERTIFY THAT THIS PLAT OF A SURVEY WAS MADE BY ME OR UNDER MY SUPERVISION AND IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND THAT I AM A duly Licensed Land Surveyor UNDER THE LAWS OF THE STATE OF NEBRASKA.

THOMAS C. KRUEGER, S-148

FILED IN ADAMS COUNTY, NEBRASKA	FILED IN ADAMS COUNTY, NEBRASKA
SCALE 100 Ft/In	DRAWN BY T. KRUEGER
JOB KLS-19090	SHEET 1 OF 2

KRUEGER LAND SURVEYING

2837 WEST U.S. HIGHWAY 6 #204
HASTINGS, NE 68901
402-984-2176

HOLLISTER THIRD SUBDIVISION

OWNER'S CERTIFICATE

KNOW ALL MEN BY THESE PRESENT, THAT SCOTT D. HOLLISTER, TRUSTEE OF THE SCOTT D. HOLLISTER REVOCABLE TRUST, RITA L. HOLLISTER, TRUSTEE OF THE RITA L. HOLLISTER REVOCABLE TRUST, CRAIG A. HOLLISTER, TRUSTEE OF THE CRAIG A. HOLLISTER REVOCABLE TRUST AND NANCY L. HOLLISTER, TRUSTEE OF THE NANCY L. HOLLISTER REVOCABLE TRUST, OWNERS OF RECORD OF THE LAND SHOWN ON THE PLAT AND DESCRIBED IN THE LEGAL DESCRIPTION HEREON, HAS CAUSED THE SAME TO BE SURVEYED, SUBDIVIDED, PLATTED, AND DESIGNATED AS "HOLLISTER THIRD SUBDIVISION", WITHIN THE TWO MILE LIMITS OF THE CITY OF HASTINGS, ADAMS COUNTY, NEBRASKA, AND THAT SAID SURVEYING, SUBDIVIDING, PLATTING AND DESIGNATION WAS DONE WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES AND WISHES OF THE UNDERSIGNED OWNERS.

SIGNED THIS 21st DAY OF August, 2019.

Scott D. Hollister Trustee
SCOTT D. HOLLISTER, TRUSTEE

Rita L. Hollister Trustee
RITA L. HOLLISTER, TRUSTEE

Craig A. Hollister Trustee
CRAIG A. HOLLISTER, TRUSTEE

Nancy L. Hollister Trustee
NANCY L. HOLLISTER, TRUSTEE

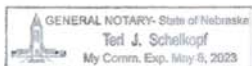
ACKNOWLEDGEMENT

STATE OF NEBRASKA)
COUNTY OF ADAMS)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THE 21st DAY OF August, 2019, BY SCOTT D. HOLLISTER, TRUSTEE OF THE SCOTT D. HOLLISTER REVOCABLE TRUST, AND RITA L. HOLLISTER, TRUSTEE OF THE RITA L. HOLLISTER REVOCABLE TRUST.

MY COMMISSION EXPIRES THE 8th DAY OF May, 2023

(SEAL)



Teri J. Schelkopf
NOTARY

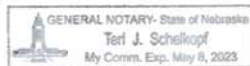
ACKNOWLEDGEMENT

STATE OF NEBRASKA)
COUNTY OF ADAMS)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THE 21st DAY OF August, 2019, BY CRAIG A. HOLLISTER, TRUSTEE OF THE CRAIG A. HOLLISTER REVOCABLE TRUST AND NANCY L. HOLLISTER, TRUSTEE OF THE NANCY L. HOLLISTER REVOCABLE TRUST.

MY COMMISSION EXPIRES THE 8th DAY OF May, 2023

(SEAL)



Teri J. Schelkopf
NOTARY

KRUEGER LAND SURVEYING

2837 WEST U.S. HIGHWAY 6 #204
HASTINGS, NE 68901
402-984-2176

COUNTY TREASURER'S CERTIFICATE

I HEREBY CERTIFY THAT THE RECORDS OF MY OFFICE SHOW NO TAXES ARE DUE OR DELINQUENT UPON THE PROPERTY DESCRIBED IN THE LEGAL DESCRIPTION ON THIS PLAT AS OF THIS 21st DAY OF August, 2019.

Melanie Pliny
ADAMS COUNTY TREASURER



CITY TREASURER'S CERTIFICATE

I HEREBY CERTIFY THAT THE RECORDS OF MY OFFICE SHOW NO SPECIAL ASSESSMENTS ARE DELINQUENT UPON THE PROPERTY DESCRIBED IN THE LEGAL DESCRIPTION ON THIS PLAT.

CITY OF HASTINGS TREASURER

CITY ENGINEER'S APPROVAL

I, THE UNDERSIGNED, DO HEREBY _____ THIS PLAT OF HOLLISTER THIRD SUBDIVISION, WITHIN THE TWO MILE LIMITS OF THE CITY OF HASTINGS, ADAMS COUNTY, NEBRASKA.

CITY ENGINEER

CITY PLANNING COMMISSION RECOMMENDATION

THIS PLAT OF HOLLISTER THIRD SUBDIVISION, WITHIN THE TWO MILE LIMITS OF THE CITY OF HASTINGS, ADAMS COUNTY, NEBRASKA, HAS BEEN SUBMITTED TO AND REVIEWED BY THE CITY PLANNING COMMISSION FOR APPROVAL AND IS HEREBY TRANSMITTED TO THE GOVERNING BODY OF THE CITY OF HASTINGS ADAMS COUNTY, NEBRASKA WITH THE RECOMMENDATION THAT SAID PLAT BE _____ AS PROPOSED DATED THIS _____ DAY OF _____, 2019.

CHAIRMAN

DIRECTOR

MAYOR AND CITY COUNCIL ACTION

THIS PLAT OF HOLLISTER THIRD SUBDIVISION, WITHIN THE TWO MILE LIMITS OF THE CITY OF HASTINGS, ADAMS COUNTY, NEBRASKA IS HEREBY _____, DATED THIS _____ DAY OF _____, 2019.

MAYOR

CITY CLERK

REGISTER OF DEEDS CERTIFICATE

STATE OF NEBRASKA)
COUNTY OF ADAMS)

THIS IS TO CERTIFY THAT THIS INSTRUMENT WAS FILED FOR RECORD IN THE REGISTER OF DEEDS OFFICE OF ADAMS COUNTY, NEBRASKA.

DATE: _____ TIME: _____ INSTRUMENT NO: _____

REGISTER OF DEEDS

FILE NAME ADAMS COUNTY SEC 29 T7N-R9W		
SCALE 100 Ft/in	DATE 07-31-2019	DRAWN BY T. KRUEGER
JOB KLS-19090	FIELD WORK TK	SHEET 2 OF 2

Department: Development Services
Staff Contact: Donald Threewitt
Council Meeting Date: 10/14/2019

AGENDA ITEM SUMMARY SHEET

Description of Item:

- a. Public hearing to approve bringing Menard-Boyd Addition into the City of Hastings, Adams County, Nebraska;
- b. Public hearing to approve a final plat for Menard-Boyd Addition to the City of Hastings, Adams County, Nebraska.

Names of People/Business affected by this action:

The applicants, the people of Hastings, and the City

Why Council action is required:

The planning commission and the governing body must each conduct separate public hearings on the two separate questions of (1) approval of a plat addition and (2) inclusion of the addition within the corporate limits of the city. There must be separate votes on the two questions (N.R.S. 19-916).

Type of action requested:

Motion

Suggested motion:

Motion to approve bringing Menard-Boyd Addition into the City of Hastings, Adams County, Nebraska;

Motion to approve a final plat for Menard-Boyd Addition to the City of Hastings, Adams County, Nebraska.

Deadlines associated with action:

Department head comments:

The northern property owner wishes to sell a parcel to the southern owner, combine the existing 3 lots into 1, and bring the remainder of the lot into the corporate limits of the city. The southern property is acquiring land to construct an additional drive lane to the lumber yard area.

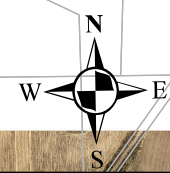
This proposed subdivision is consistent with the Comprehensive Plan, and requirements of the zone district.

The plat was reviewed by the development review team and the applicant has made all suggested revisions. Requirements of Hastings City Code Sections 38-202 and 38-203 have been met, and the plat may be approved.

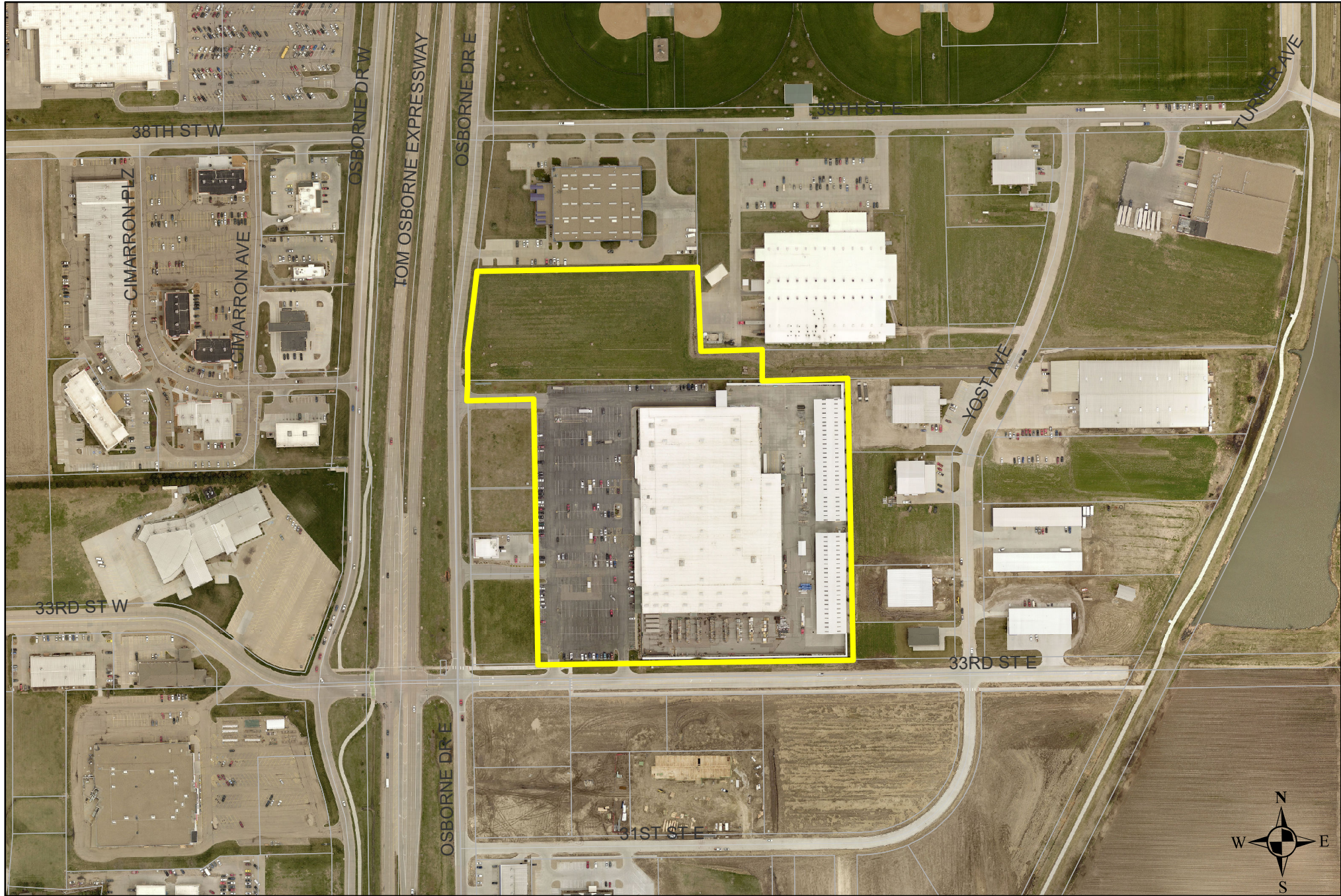
At the September 16, 2019 Planning Commission meeting, Commissioners voted 7-0 in favor of a recommendation to approve.

City Administrator comments:

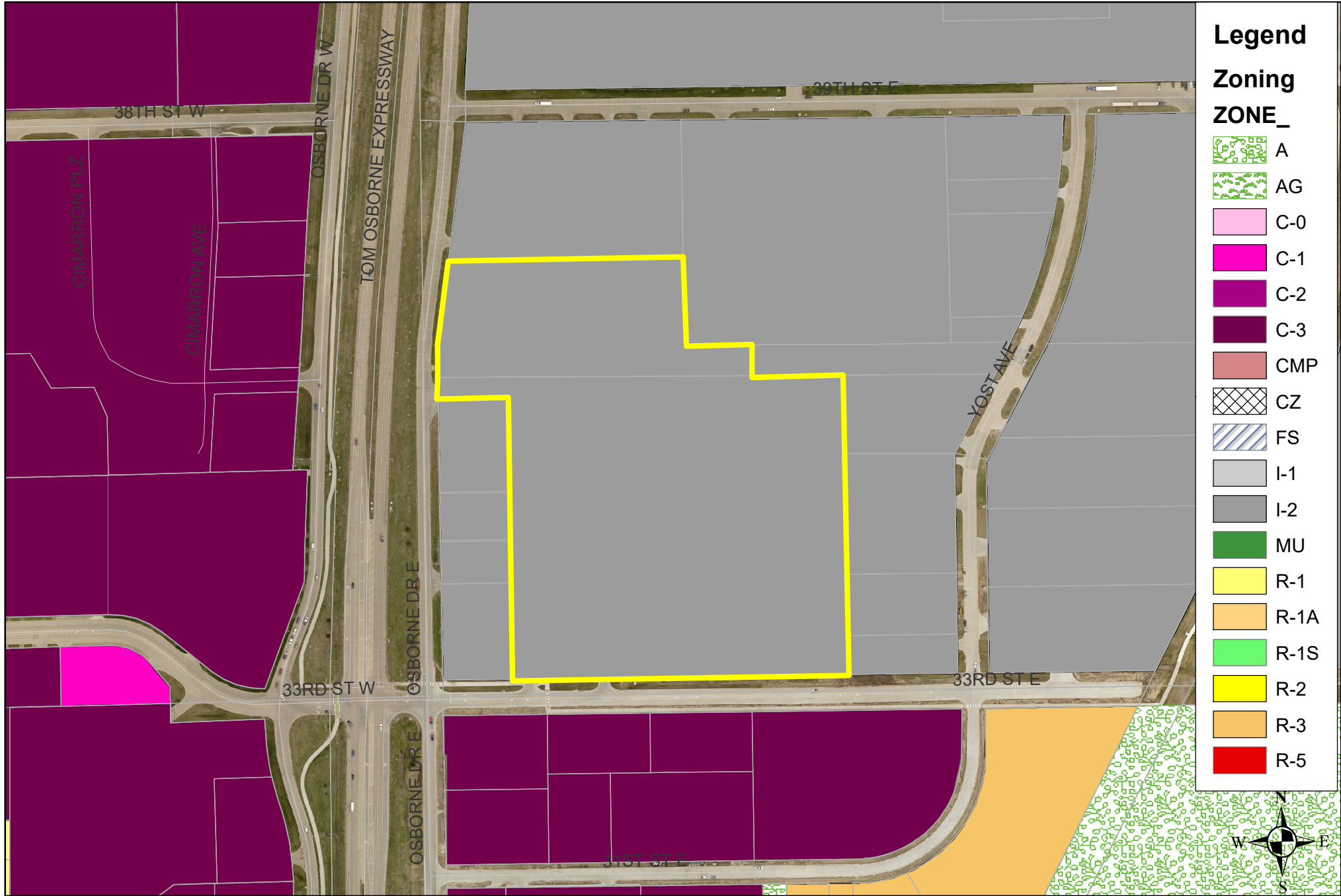
Recommend approval



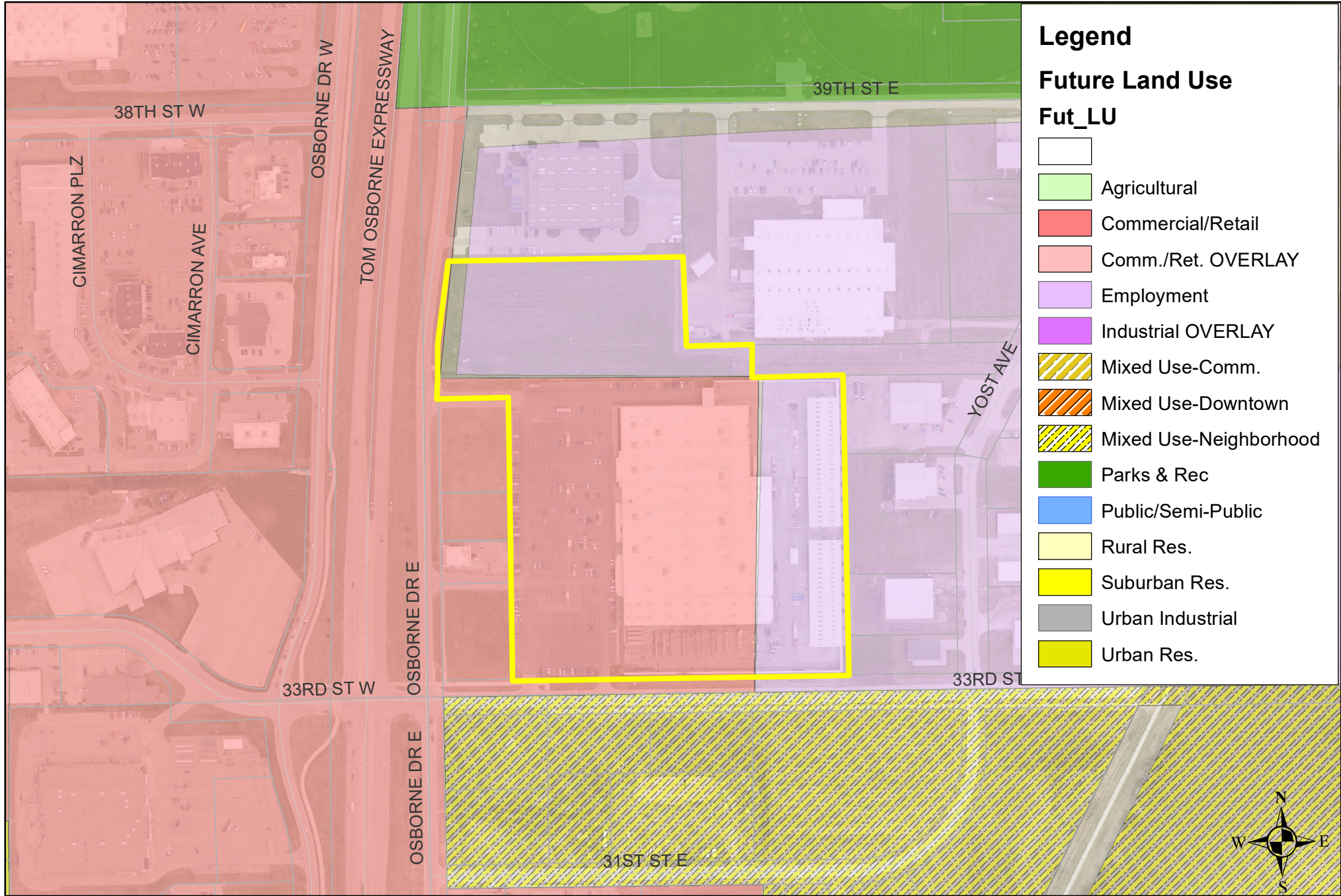
Menard-Boyd Vicinity Map



Menard-Boyd Aerial Map



Menard-Boyd Zoning Map



Menard-Boyd Zoning Map

Department: Development Services
Staff Contact: Donald Threewitt
Council Meeting Date: 10/14/2019

AGENDA ITEM SUMMARY SHEET

Description of Item:

Final plat for Pioneer Trail Flats Second Subdivision, a replat of Lot 3, Pioneer Trail Flats Subdivision.

Names of People/Business affected by this action:

The applicant, the people of Hastings and the City.

Why Council action is required:

No plat of or instruments effecting the subdivision of real property shall be recorded or have any force and effect unless the same be approved by the City Council, subject however, to the exceptions set forth in Section 34-106 of the City Code. The City Council shall hold no public meeting, nor take any action upon any plat or instrument affecting a subdivision until it has received the recommendation of the Hastings Planning and Zoning Commission (38-201).

Type of action requested:

Motion

Suggested motion:

Motion to approve Pioneer Trail Flats Second Subdivision, a replat of Lot 3, Pioneer Trial Flats Subdivision.

Deadlines associated with action:

Department head comments:

The development review team has reviewed this plat and the applicant has incorporated all suggestions. All requirements of Hastings City Code Sections 38-202 and 38-203 have been met, and the plat may be approved.

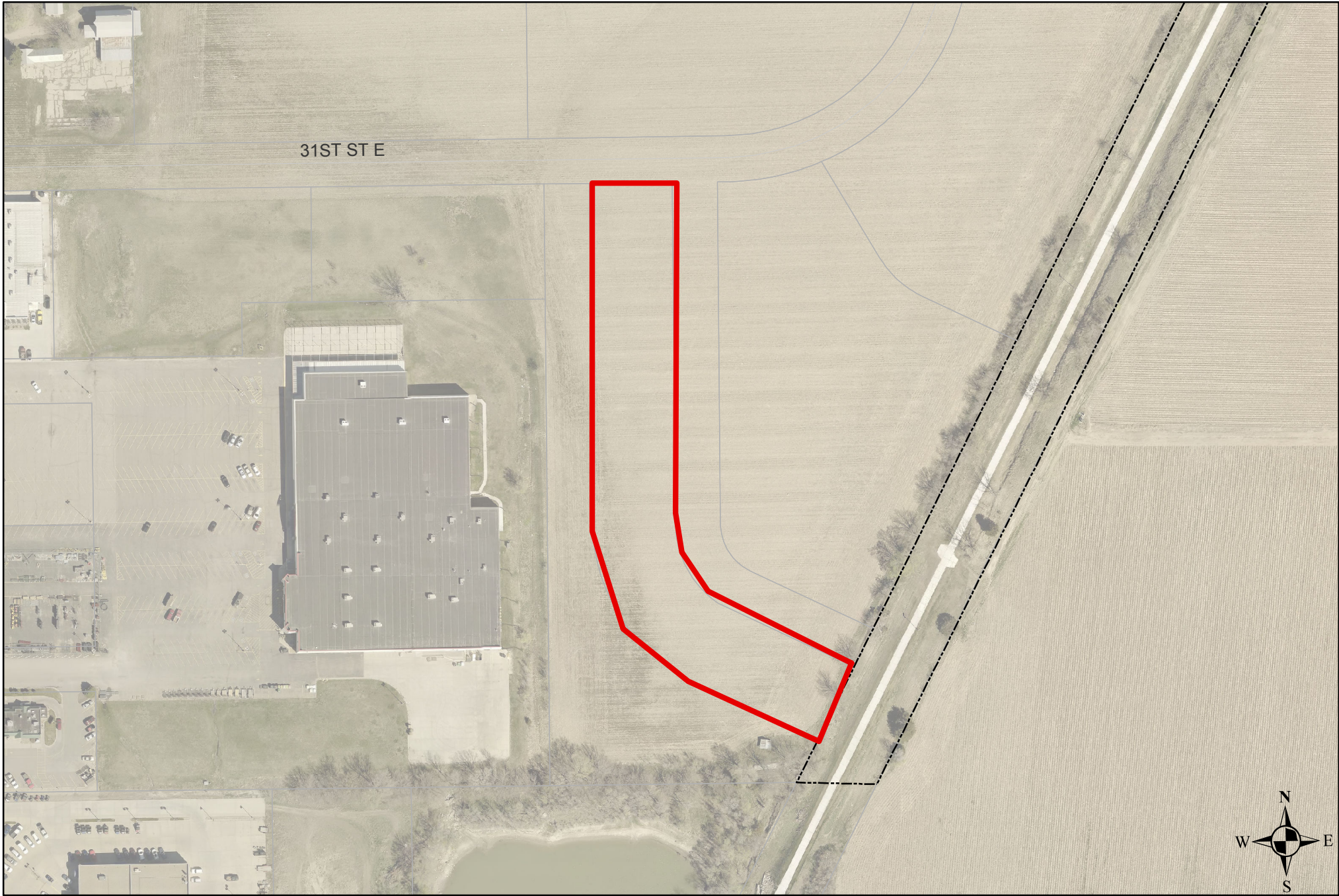
At the July 15 regular meeting of the Planning Commission, Commissioners voted 8-1 in favor of recommending approval. Due to concerns raised at the Planning Commission, the applicant eliminated Lot 17 and adjusted Lots 11-13 to accommodate splitting the 20' drainage easement between 2 lots--Lots 12 and 13. The West Laux Drive right-of-way was subsequently added to the plat to clarify dedication.

City Administrator comments:

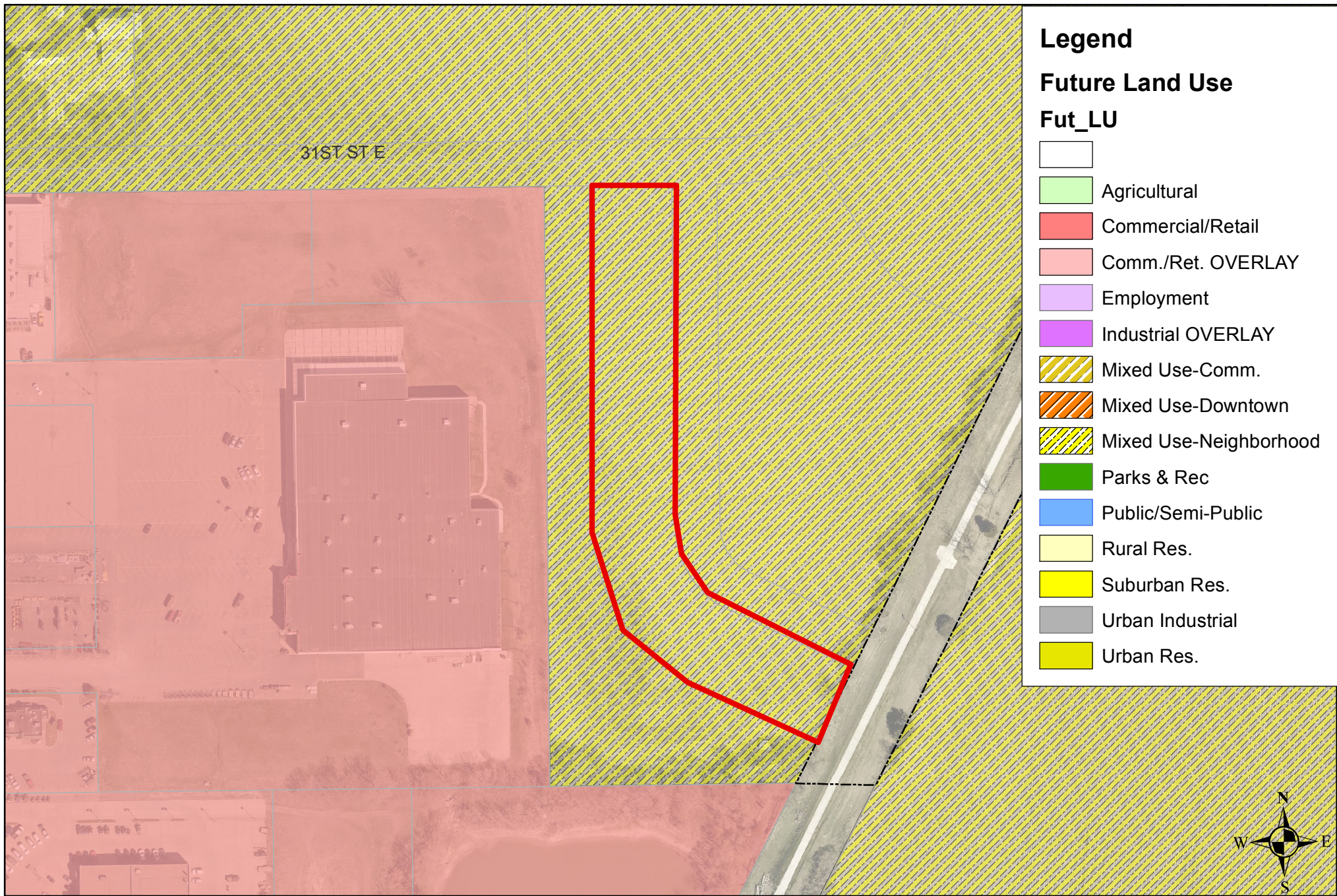
Recommend approval



Pioneer Trail Flats 2nd Sub Vicinity Map



Pioneer Trail Flats 2nd Sub Aerial Map



Pioneer Trail Flats 2nd Sub Future Land Use Map

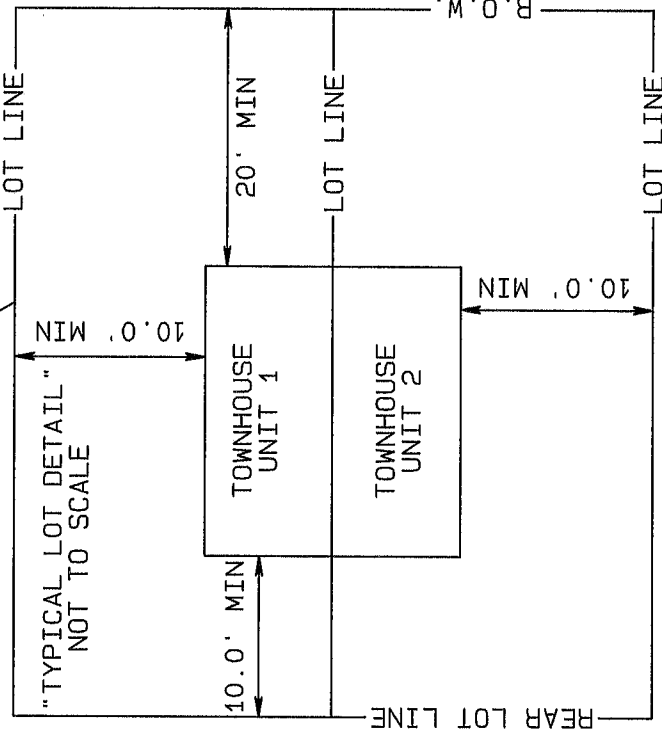
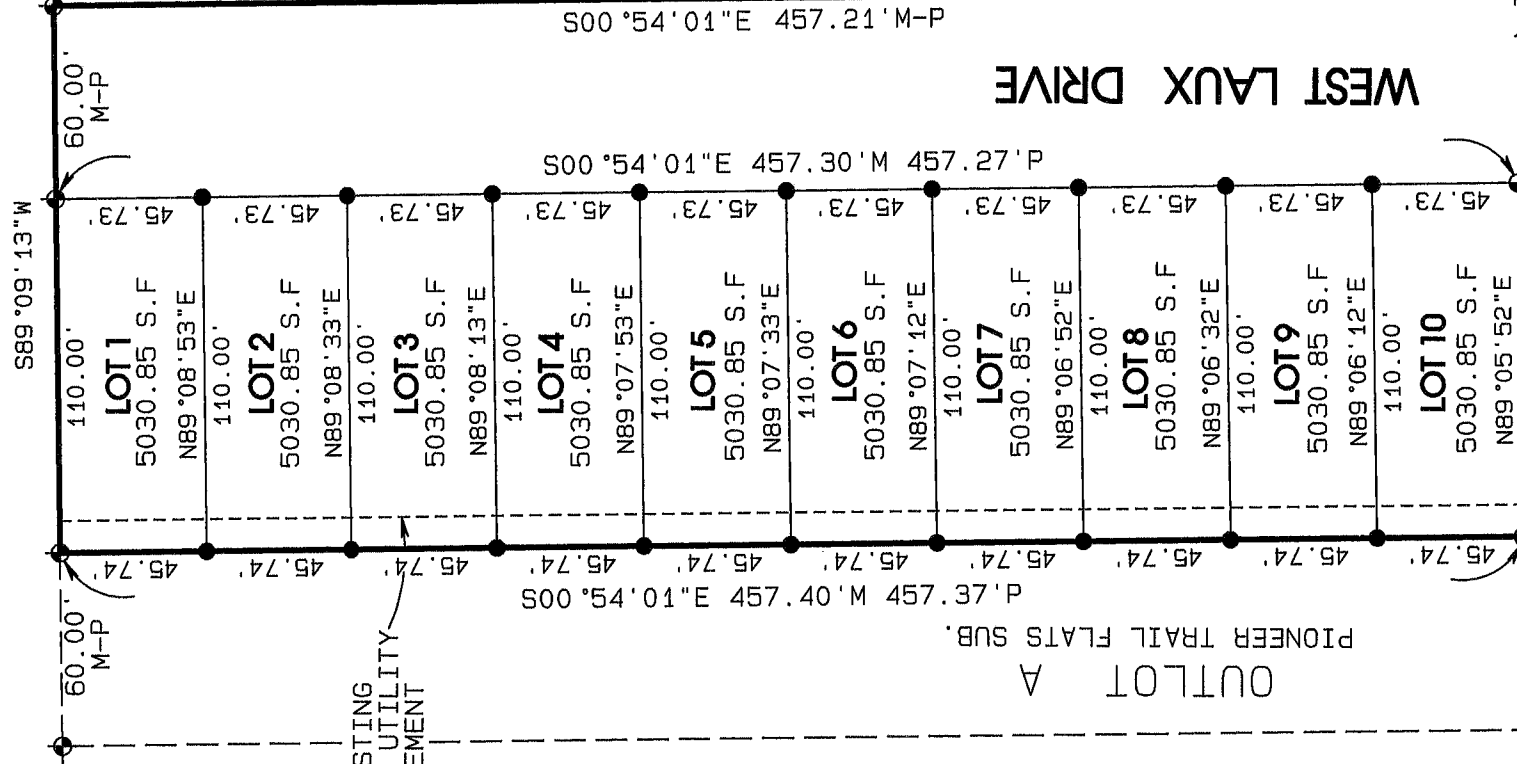
60.00' P

31ST STREET

PIONEER TRAIL FLATS SECOND SUBDIVISION

A REPLAT OF LOT 3, PIONEER TRAIL FLATS SUBDIVISION, LOCATED IN THE SOUTH 1/2 OF FRACTIONAL SECTION 31-T8N-R9W, OF THE 6TH P.M., IN THE CITY OF HASTINGS, ADAMS COUNTY, NEBRASKA.

EXISTING
10' UTILITY
EASEMENT



LAUX AVE

HASTINGS COMMONS SUBDIVISION NUMBER 3

OUTLOT A
PIONEER TRAIL FLATS SUB.

WEST LAUX DRIVE

CURRENT AND FUTURE ZONING:
R-3 MULTIPLE-FAMILY RESIDENTIAL DISTRICTS
CURRENT OWNER:
HASTINGS ECONOMIC DEVELOPMENT CORPORATION
PO BOX 1104, HASTINGS, NE 68902

FLOODPLAIN INFORMATION:

NO PORTION OF THE PROPERTY ON THIS SUBDIVISION PLAT IS LOCATED WITHIN THE 100 YEAR FLOOD HAZARD ZONE "A" AS DETERMINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY AND FIRM MAP, COMMUNITY PANNEL NUMBER 31001C0176C, EFFECTIVE 7/5/2018.

LOT 2

PIONEER TRAIL FLATS SUB.

HIKE/BIKE TRAIL

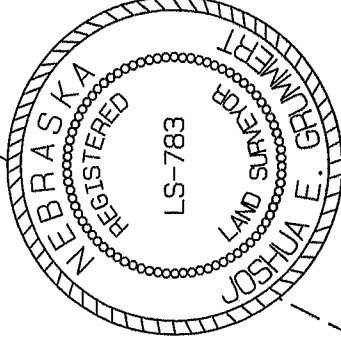
LEGAL DESCRIPTION:

LOT 3, PIONEER TRAIL FLATS SUBDIVISION AND ALL OF WEST LAUX DRIVE LOCATED IN THE SOUTH 1/2 OF FRACTIONAL SECTION 31-T8N-R9W OF THE 6TH P.M., IN THE CITY OF HASTINGS, ADAMS COUNTY, NEBRASKA, HEREFTER KNOWN AS PIONEER TRAIL FLATS SECOND SUBDIVISION CONTAINING 3.16 ACRES MORE OR LESS AND IS SUBJECT TO ANY EXISTING RIGHT OF WAY OR EASEMENTS OF RECORD.

SURVEYOR'S CERTIFICATE:

I HEREBY CERTIFY THAT THIS PLAT OF A SURVEY WAS MADE BY ME OR UNDER MY SUPERVISION AND IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE, AND THAT I AM A LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF NEBRASKA. COMPLETED ON 08/12/2019.

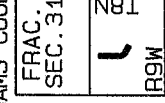
JOSHUA E. GRUMMERT | LS-783



GRUMMETT PROFESSIONAL SERVICES, LLC

2837 WEST HIGHWAY 6, SUITE 206, HASTINGS, NE 68901
PHONE 402-879-5701 EMAIL jmgrummet@yahoo.com
WEBSITE www.grummettsurveying.com

VICINITY SKETCH
ADAMS COUNTY



GPS PROJECT # 040-2019 SHEET 1 OF 3
FOUND 5/8" REBAR
LS-630 CAP UNLESS NOTED OTHERWISE

LEGEND:
M-MEASURED DISTANCE
R-RECORD DISTANCE
G-GOVERNMENT DISTANCE
P-PLATTED DISTANCE
D-DEED DISTANCE

OWNERS CERTIFICATE AND DEDICATION:

KNOW ALL MEN BY THESE PRESENTS, THAT HASTINGS ECONOMIC DEVELOPMENT CORPORATION, A NEBRASKA NONPROFIT CORPORATION, BEING THE OWNER OF RECORD OF THE LAND SHOWN ON THIS PLAT AND DESCRIBED IN THE LEGAL DESCRIPTION HEREON, HAVE CAUSED THE SAME TO BE SURVEYED, SUBDIVIDED, PLATTED AND DESIGNATED AS "PIONEER TRAIL FLATS SECOND SUBDIVISION" A SUBDIVISION WITHIN THE CITY OF HASTINGS, ADAMS COUNTY, NEBRASKA, LOCATED IN THE SOUTH 1/2 OF FRACTIONAL SECTION 31, TOWNSHIP 8 NORTH, RANGE 9 WEST OF THE SIXTH P.M., ADAMS COUNTY, NEBRASKA, AND THAT SAID SURVEYING, SUBDIVIDING, PLATTING AND DESIGNATION WAS DONE WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES AND WISHES OF THE UNDERSIGNED OWNERS. BE IT FURTHER KNOWN, THAT SAID OWNER DOES HEREBY DEDICATE ALL STREETS AND EASEMENTS SHOWN ON THE PLAT TO THE CITY OF HASTINGS, ADAMS COUNTY, NEBRASKA.

SIGNED THIS _____ DAY OF _____, 2019.

HASTINGS ECONOMIC DEVELOPMENT CORPORATION

SCOTT STERLING (PRESIDENT) _____

MICHAEL KRINGS (EXECUTIVE DIRECTOR) _____

WAIVER:

APPLICANTS HEREBY WAIVES ANY AND ALL CLAIMS FOR DAMAGES OCCASIONED BY THE ESTABLISHMENT OF GRADES OR THE ALTERATION OF THE SURFACE OF ANY PORTION OF THE STREETS AND ALLEYS TO CONFORM TO SAID GRADES AS ESTABLISHED.

SIGNED THIS _____ DAY OF _____, 2019.

HASTINGS ECONOMIC DEVELOPMENT CORPORATION

SCOTT STERLING (PRESIDENT) _____

MICHAEL KRINGS (EXECUTIVE DIRECTOR) _____

ACKNOWLEDGEMENT

STATE OF NEBRASKA }
COUNTY OF _____ } SS

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THE _____ DAY

OF _____, 2019, BY SCOTT STERLING (PRESIDENT) AND
MICHAEL KRINGS, (EXECUTIVE DIRECTOR) OF HASTINGS ECONOMIC DEVELOPMENT
CORPORATION, (A NONPROFIT NEBRASKA CORPORATION)

MY COMMISSION EXPIRES THE _____ DAY OF
_____.

(SEAL)

NOTARY

MAYOR AND CITY COUNCIL ACTION

THIS PLAT OF PIONEER TRAIL FLATS SECOND SUBDIVISION, A SUBDIVISION WITHIN
THE CITY OF HASTINGS, ADAMS COUNTY, NEBRASKA, IS

HEREBY _____, DATED THIS _____ DAY OF _____,

MAYOR

CITY CLERK

COUNTY TREASURER'S CERTIFICATE

I HEREBY CERTIFY THAT THE RECORDS OF MY OFFICE SHOW NO TAXES ARE DUE OR DELINQUENT UPON THE PROPERTY IN THE LEGAL DESCRIPTION

ON THIS PLAT AS OF THIS DAY OF ,

ADAMS COUNTY TREASURER

CITY TREASURER'S CERTIFICATE

I HEREBY CERTIFY THAT THE RECORDS OF MY OFFICE SHOW NO SPECIAL ASSESSMENTS ARE DELINQUENT UPON THE PROPERTY DESCRIBED IN THE LEGAL DESCRIPTION ON THIS PLAT.

CITY OF HASTINGS TREASURER

CITY ENGINEER'S APPROVAL

I, THE UNDERSIGNED, DO HEREBY THIS PLAT OF PIONEER TRAIL FLATS SECOND SUBDIVISION, A SUBDIVISION WITHIN THE CITY OF HASTINGS, ADAMS COUNTY, NEBRASKA.

CITY ENGINEER

CITY PLANNING COMMISSION RECOMMENDATION

THIS PLAT OF PIONEER TRAIL FLATS SECOND SUBDIVISION, A SUBDIVISION WITHIN THE CITY OF HASTINGS, ADAMS COUNTY, NEBRASKA, HAS BEEN SUBMITTED TO AND REVIEWED BY THE CITY PLANNING COMMISSION FOR APPROVAL AND IS HEREBY TRANSMITTED TO THE GOVERNING BODY OF THE CITY OF HASTINGS, ADAMS COUNTY, NEBRASKA, WITH THE

RECOMMENDATION THAT SAID PLAT BE AS PROPOSED

DATED THIS DAY OF .

CHAIRMAN DIRECTOR

REGISTER OF DEEDS CERTIFICATE

STATE OF NEBRASKA }
COUNTY OF ADAMS } SS

THIS IS TO CERTIFY THAT THIS INSTRUMENT WAS FILED FOR RECORD IN THE REGISTER OF DEEDS OFFICE OF ADAMS COUNTY, NEBRASKA

DATE: TIME: INSTRUMENT NO.:

REGISTER OF DEEDS

Department: BID/CRA
Staff Contact: Randy Chick
Council Meeting Date: 10/14/2019

AGENDA ITEM SUMMARY SHEET

Description of Item:

The Downtown Revitalization Committee is seeking approval of a façade improvement project application from the Community Redevelopment Authority. Funding for this project will come from the CDBG grant funds for Downtown Revitalization and the local match provided by the CRA (CDBG Contract #17-DTR-105). The applicant is seeking \$75,000 in CDBG funding. Total project costs are estimated to be \$75,000+. If Council approves the application the CRA will act as the General Contractor and acquire bids for each phase of the renovation. The Downtown Revitalization Committee recommends approval of this application.

Names of People/Business affected by this action:

Community Redevelopment Authority, adjacent property owners, Business Improvement District

Why Council action is required:

The CDBG Façade Program Guidelines adopted for the Downtown Revitalization Facade funding require approval from the Downtown Revitalization Committee and the City Council.

Type of action requested:

Motion

Suggested motion:

Motion to approve the application from the Community Redevelopment Authority for CDBG Downtown Revitalization funding (CDBG Contract #17-DTR-105) in the amount of \$75,000.

Deadlines associated with action:

Yes, the CDBG Contract #17-DTR-105 deadline for completion of project and draw-down of funds is May 8, 2020.

Department head comments:

Downtown Revitalization Committee members have approved the project application.

City Administrator comments:

Recommend approval

Application

Applicant Name: **Community Redevelopment Authority**

Property Address: **615 W. 1st**

Applicant's Phone Number: **402-461-8415**

Tax ID #: **47-0710676** DUNS #: **008513741**

Type of Façade Improvement Planned (note all that apply). Please attach Supporting Data Checklist.

Signage: ☐ Removal ☐ New ☐ Altered ☐ Repaired

Painting: (Approximate Sq. Ft. area): **Repaint approx. 700 sq ft of north facade**

Structural Alterations: **Remove front entry landing, reconstruct support structure as needed and re-pour concrete entry area.**

Other work: **NORTH FAÇADE - Remove six 2nd floor windows; install framing and new aluminum clad double hung windows. Remove existing wood frame/siding storefront, install framing for new aluminum storefront including bulkhead, storefront windows and doors. Bulkhead area to be faced with tile or stone. Repair mortar and metal cornice at top of façade wall. SOUTH FAÇADE - Remove three 2nd floor windows; install framing and new aluminum clad double hung windows. Remove two doors on the south façade and install new exterior insulated entry doors. Remove three main floor windows and install commercial aluminum storefront windows. Remove existing entry stair to 2nd floor and replace with new steel stairway. Remove existing awning over entry door and clean brick wall.**

Total Cost of Project: **\$75,000 - \$100,000**

Amount Requested: **\$75,000**

I hereby submit the attached plans, specifications and color samples for the proposed project and understand that these must be approved by the Downtown Revitalization Committee and the City of Hastings. No work should begin until I have received written approval from the Downtown Revitalization Committee and the City of Hastings. I further understand that the facade project must be completed within eighteen (18) months and that forgivable loan monies will not be paid until the applicant/ recipient; submits a paid bill for reimbursement together with an affidavit from the contractor certifying the work, as submitted, is complete. I agree to leave the completed project in its approved design and colors for a period of five (5) years from the date of completion.

Community Redevelopment Authority
Property Owner - Printed

Randal Clark, Director
Signature of Property Owner

Date: 6/1/19

Date: 6/1/19

Supporting Data Checklist for Applicants

Please submit this checklist as part of your application

SIGNS: NOT APPLICABLE

- ☐ Provide a color rendering of the design chosen
- ☐ Include specifications as to the size and width of the sign.
- ☐ Note how and where the sign will be hung on the building
- ☐ Submit a written estimate from a sign company
- ☐ Submit written verification that design and size comply with City codes.

PAINT:

- ☐ Provide samples of the colors chosen – Color TBD to coordinate with redevelopment project taking place on the adjacent property to the east @ 601 W. 1st
- ☐ Mark which color will be body color and which will be accent colors.- TBD
- ☐ Note where each color will be used.
- ☐ Submit written estimate from painter of your choice. – CRA will get at least two bids for paint.

AWNINGS: NOT APPLICABLE

- ☐ Provide information about color and style of awning chosen.
- ☐ Note where awning will be placed on building.
- ☐ Submit written estimate.
- ☐ Submit written verification that design and size comply with City codes.

Awning selection must take into account the architectural style of the building.

MAJOR FACADE ALTERATION:

- ☐ Provide a rendering of major changes, including paint and awning colors where applicable.
- ☐ Submit a written estimate from contractor.- CRA will get at least two bids for all work to be done

ALL PROJECTS PROPOSED BY TENANTS

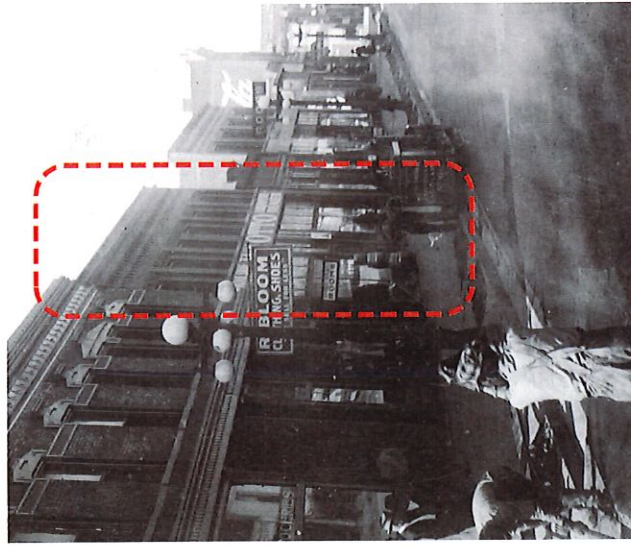
- ☐ To be eligible for a forgivable loan, tenants need to provide a notarized Authorization for Work from the property owner.
- ☐ Submit signed Hold Harmless Agreement (see attached).
- ☐ Submit copy of current Occupational License and Certificate of Use.
- ☐ Where Applicant is a sole proprietor or individual, submit completed US Citizenship Attestation Form



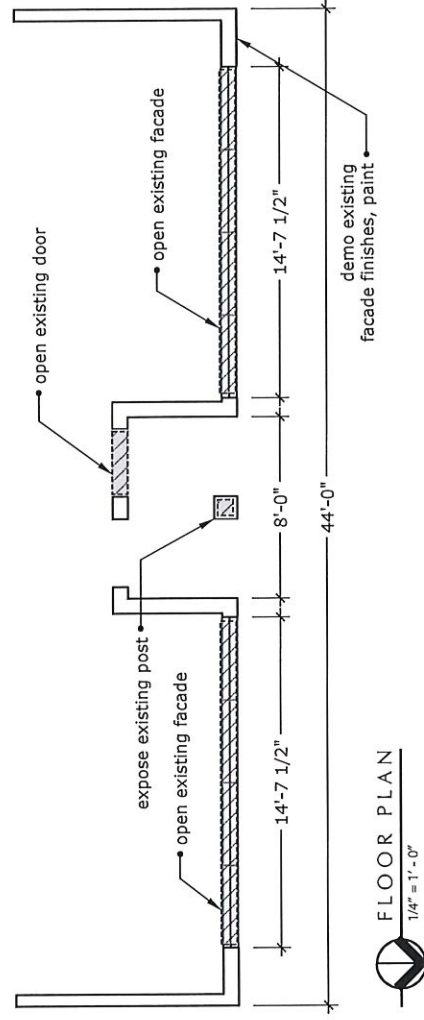
REAR ELEVATION, current

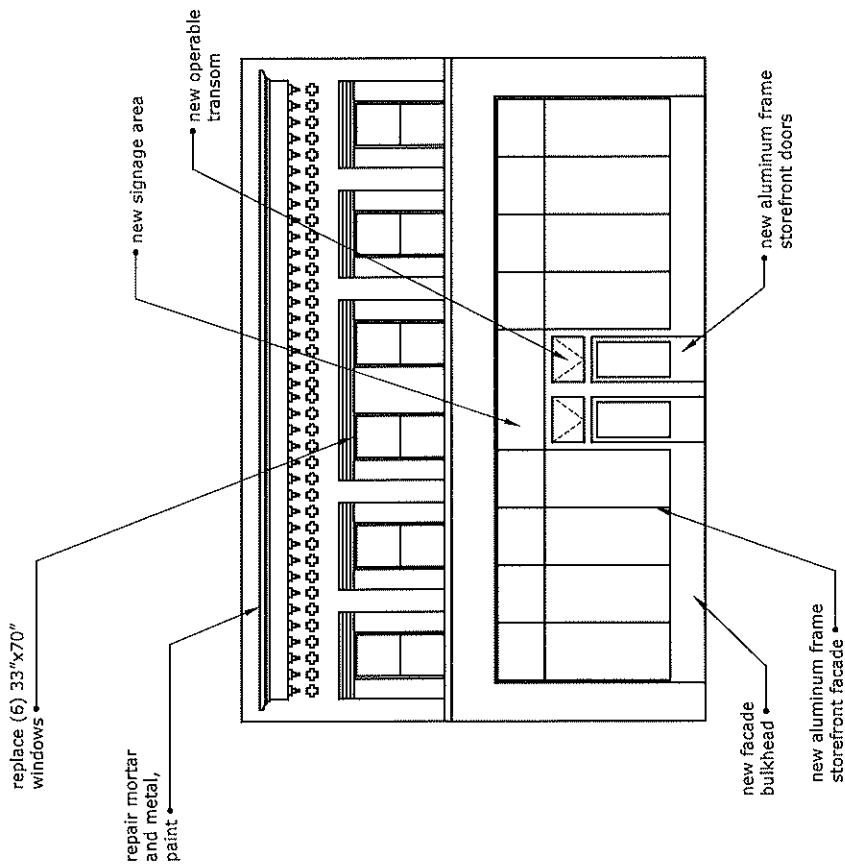


FRONT ELEVATION, current

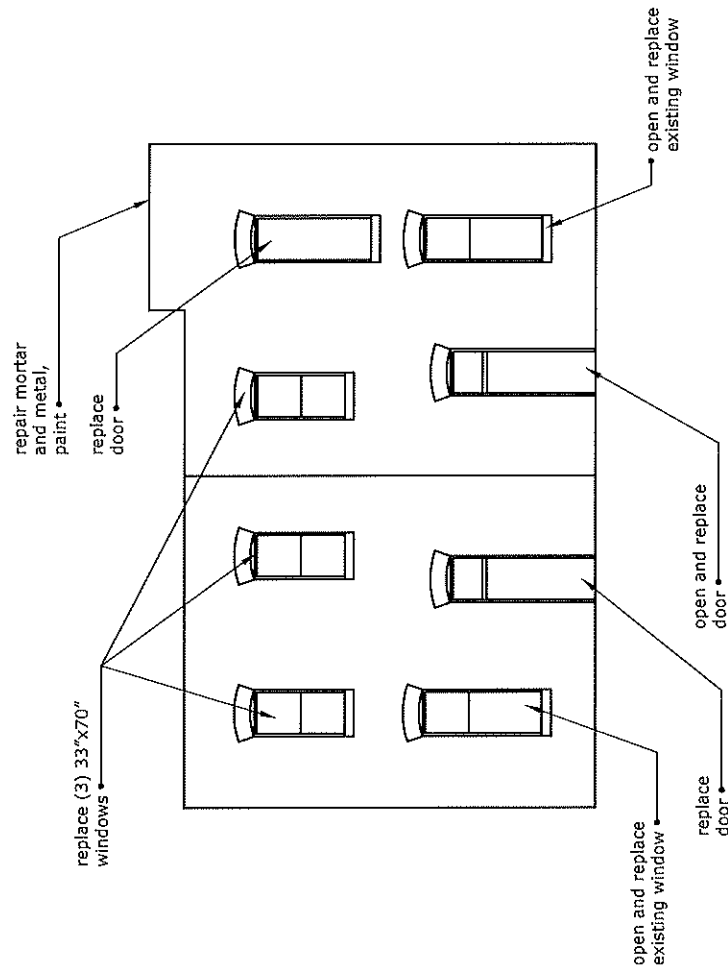


STREET VIEW c.1916





PROPOSED FRONT ELEVATION
no scale



PROPOSED REAR ELEVATION
no scale

HASTINGS CDBG DOWNTOWN REVITALIZATION **FAÇADE PROGRAM GUIDELINES**

Project Guidelines

The purpose of the CDBG Downtown Revitalization Façade Forgivable Loan Program is to, where practical; restore, improve or create historic architectural features to facades of commercial buildings within the Downtown Business Improvement District. And, in cases where buildings have been significantly altered or damaged; the new façade should be designed to look appropriate and compatible in the midst of the surrounding buildings.

The Downtown Revitalization Façade forgivable loan program is administered by the City of Hastings, Business Improvement District, and the South Central Economic Development District. Funded for the DTR program is provided by the Community Development Block Grant program through the Nebraska Department of Economic Development and the City of Hastings Community Redevelopment Authority.

Program Guidelines:

A. The Hastings Downtown Revitalization program is designed to enhance and improve existing exterior facades. Façade improvements shall be defined as (but not limited to):

Façade shall mean the front exterior (and side if located on a corner) and rear exterior wall of a building if exposed to public view. This will typically include a visual impact with items such as awnings, windows and signage.

Restoration is the preferred treatment for building façades and improvement. Restoration is most applicable to buildings where there has been very little change to the building façade over time. This results in the return of the façade to its original appearance through the use of authentic materials and the replication of missing or deteriorated components.

Renovation results in improvements which do not attempt to return the building to its original appearance. Improvements made should be sensitive to historic details and materials and should respect whatever original character remains.

Replacement of facades is appropriate when the majority of the original façade is missing or has been significantly altered so as to make restoration or renovation impractical. Façade designs should select materials, dimensions and architectural details that are similar or compatible to surrounding buildings such as façade height, window size and spacing, materials and colors.

Reconstruction takes place when the building and its features no longer exist. With reconstruction, façade designs are created through new construction to replicate, mimic, resemble or accentuate historic period details.

Structural Improvements will be considered to be the sides of the buildings not visible to the street along with the roof.

- B. Where practical, all building facades shall be restored to their original period design. If it is deemed not practical by the Downtown Revitalization Committee, then a similar architectural design shall be used. All horizontal and vertical features (lintels and piers) shall be retained.
- C. If a building does not have a historically significant architectural design or feature, then a proposed design may be submitted to qualify for the forgivable loan program.
- D. All storefronts shall be designed, constructed, and maintained to compliment and accept the architectural features of the building. All accessories, signs awnings shall likewise harmonize with the overall character of the building.
- E. All color schemes shall accent the building as well as harmonize with adjacent buildings. Colors shall be period specific. Historical murals will be considered on a case-by-case basis.
- F. Funds shall be allocated on a “first ready, first served” basis. Tenants may qualify upon receipt of written consent of the owner of the building. All forgivable loan funds awarded require a significant expenditure by the owner/tenant. (At a minimum the applicant is encouraged to spend \$2 in interior/exterior renovation costs for every \$1 in façade forgivable loan funds) EXAMPLE: \$100,000 of private investment to \$50,000 of forgivable loan funds. The amount of an individual forgivable loan is only limited by the funds available. Applicant may request a maximum of \$426,000 in funds from the Downtown Revitalization forgivable loan program.
- G. No work for which a forgivable loan is sought should begin until authorized by the Downtown Revitalization Committee and the City of Hastings.
- H. To qualify for forgivable loan funds, an application, and appropriate plans must be submitted to the Business Improvement District office c/o Downtown Revitalization Committee at 301 S. Burlington, Hastings, NE.
- I. No forgivable loans will be made to government-owned properties or to tenants in government owned properties. (Exceptions: Properties owned by the Community Redevelopment Authority)
- J. Work done by the applicant in which a developer/owner/general contractor would physically work on the project (either he or his employees) is not allowed. However, it is acceptable for a developer/owner/general contractor to act as a general contractor and obtain bids to perform “all” work associated with the project. An official bidding process (sealed bids, advertisement, etc.,) would not be required but steps should be taken to ensure reasonableness of the bids as such to ensure quality of work and cost effectiveness of the bids/funds invested. This may require an estimate from an outside source to verify that costs are within reasonable parameters.
- K. In the case of an applicant being an individual or sole proprietor, he/she is required to complete and return the U.S. Citizenship Attestation form which is made part of the application.
- L. All work must be completed within the boundaries of the Business Improvement District as identified in Exhibit A of these guidelines.

Application

Applicant Name: _____

Property Address: _____

Applicant's Phone Number: _____

Tax ID #: _____ DUNS #: _____

Type of Façade Improvement Planned (note all that apply). Please attach Supporting Data Checklist.

Signage: ☐ Removal ☐ New ☐ Altered ☐ Repaired

Painting: (Approximate Sq. Ft. area): _____

Structural Alterations: _____

Cosmetic Alterations: (Moldings, etc.): _____

Other work: Please specify (Awnings, etc.): _____

Other work:

Total Cost of Project: \$ _____

Amount Requested: \$ _____

I hereby submit the attached plans, specifications and color samples for the proposed project and understand that these must be approved by the Downtown Revitalization Committee and the City of Hastings. No work should begin until I have received written approval from the Downtown Revitalization Committee and the City of Hastings. I further understand that the facade project must be completed within eighteen (18) months and that forgivable loan monies will not be paid until the applicant/ recipient; submits a paid bill for reimbursement together with an affidavit from the contractor certifying the work, as submitted, is complete. I agree to leave the completed project in its approved design and colors for a period of five (5) years from the date of completion.

Property Owner - Printed

Signature of Property Owner

Date: _____

Date: _____

Supporting Data Checklist for Applicants

Please submit this checklist as part of your application

SIGNS:

- ☐ Provide a color rendering of the design chosen
- ☐ Include specifications as to the size and width of the sign.
- ☐ Note how and where the sign will be hung on the building
- ☐ Submit a written estimate from a sign company
- ☐ Submit written verification that design and size comply with City codes.

PAINT:

- ☐ Provide samples of the colors chosen
- ☐ Mark which color will be body color and which will be accent colors.
- ☐ Note where each color will be used.
- ☐ Submit written estimate from painter of your choice.

AWNINGS:

- ☐ Provide information about color and style of awning chosen.
- ☐ Note where awning will be placed on building.
- ☐ Submit written estimate.
- ☐ Submit written verification that design and size comply with City codes.

Awning selection must take into account the architectural style of the building.

MAJOR FACADE ALTERATION:

- ☐ Provide a rendering of major changes, including paint and awning colors where applicable.
- ☐ Submit a written estimate from contractor.

ALL PROJECTS PROPOSED BY TENANTS

- ☐ To be eligible for a forgivable loan, tenants need to provide a notarized Authorization for Work from the property owner.
- ☐ Submit signed Hold Harmless Agreement (see attached).
- ☐ Submit copy of current Occupational License and Certificate of Use.
- ☐ Where Applicant is a sole proprietor or individual, submit completed US Citizenship Attestation Form

United States Citizenship Attestation Form

For the purpose of complying with Neb. Rev. Stat. §§ 4-108 through 4-114, I attest as follows:

☐	I am a citizen of the United States.
— OR —	
☐	I am a qualified alien under the federal Immigration and Nationality Act, my immigration status and alien number are as follows: _____, and I agree to provide a copy of my USCIS documentation upon request.

I hereby attest that my response and the information provided on this form and any related application for public benefits are true, complete, and accurate and I understand that this information may be used to verify my lawful presence in the United States.

PRINT NAME	_____
	(first, middle, last)
SIGNATURE	_____
DATE	_____

1/19/2010

Forgivable Loan Procedures – Design/Document Approval Flow Chart

1. Fill out the application and checklist and submit one copy to the Downtown Revitalization Committee c/o Randal Chick 301 S. Burlington with supporting data. (See attached sheet for required supporting data checklist). Applications will only be accepted for improvements located within the Business Improvement District in downtown Hastings which is outlined on the attached map.
2. Projects will be submitted to the Downtown Revitalization Committee which meets at the call of the Chairman. The Committee will accept applications on “first ready, first served” basis with no formal submission deadlines in place. However, all applications must be submitted to the Committee by June 1, 2019 and requests for reimbursement must be submitted no later than October 1, 2019. Funds will be expended until depleted.
3. The Downtown Revitalization Committee will review the project and submit the package to the Hastings City Council with their recommendation.
4. All proposed projects are subject to a Tier II environmental review. This review will be completed upon receipt of a complete and formal application to the DTR committee. The environmental review consists of contact with the State Historical Preservation Office (SHPO) and SHPO’s approval of the project. The Tier II environmental review will be assembled/submitted to SHPO by the general grant administrator of the project. South Central Economic Development District, Inc., is contracted to provide those services to the City of Hastings.
5. Applicants shall be notified in writing by the Downtown Revitalization Committee of the Committee’s decision of approval or non-approval. Once the Committee and the City have approved the project, the Downtown Revitalization Committee shall issue a written notice of approval. Said notice of approval will be issued, dated and signed by an authorized representative of the Downtown Revitalization committee.
6. ***Work cannot begin until contract is signed and certain requirements met. Once contractual items accepted by the Committee, the Committee issues a notice to proceed and work can begin. No work may start until written notice to proceed is received.***
7. Grievance Procedure – In the event that any applicant feels he or she has been unfairly treated or discriminated against during the process of selection of projects to be funded, s/he may appeal the decision by writing either to the Business Improvement District Board (BID), 301 S. Burlington, Hastings, NE 68901 or to the General Administrator who will attempt to resolve the problem. The BID Board Chair will make a written response to the appeal within 15 working days. If the applicant is not satisfied with the response, a complaint may be filed with the City of Hastings, which will make a written response to the appeal within 30 days. As the grantee, the City is held responsible for the overall program so a review of grievance or appeal documentation is prudent. The decision of the City of Hastings is final within that entity. In the event that the applicant is not satisfied with the City’s decision, a neutral third party individual will be retained to hear the grievance. The individual/entity will be

knowledgeable about the Downtown Revitalization program and experienced in the fields. This individual/entity will hear the grievance, conduct an investigation into the matter (if deemed appropriate) and communicate in writing his/her decision. If the applicant is not satisfied with the response, a complaint may be filed with the Nebraska Department of Economic Development

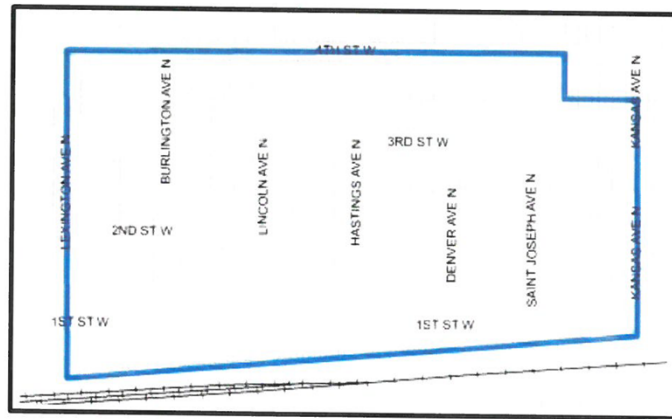
8. Applicant is responsible for obtaining any permits required to do the project. The applicant is responsible for contacting the City of Hastings Development Services office (402) 461-2302. The Development Services office oversees planning and zoning as well as building and construction. The City of Hastings Building & Construction Inspection department exists to help, with information about permits, codes, etc.
9. After formal Notice of Approval, the forgivable loan recipient must:
 - At a minimum seek to obtain at least two bids to verify that costs are reasonable.
 - Prior to solicitation of bids, ensure that the participating contractors are aware of Davis Bacon Wage requirements and the need to pay prevailing wage rates, submit payroll reports to the administrator, as well as adherence to all other federal wage requirements.
 - Register on the System for Award Management (www.sam.gov) and provide proof that all participating contractors and sub-contractors are also registered on www.sam.gov.
 - Participate in E-Verify.
 - Participate in a pre-construction conference with a representative of the Downtown Revitalization Committee and the City's CDBG administrator to review project scope, project requirements, Davis Bacon wage requirements, submission of payrolls, etc.
10. At such time as the Recipient has satisfied all contractual provisions, a written notice to proceed will be issued by the Downtown Revitalization committee. Said notice to proceed will be issued, dated and signed by an authorized representative of the Downtown Revitalization committee.
11. The City of Hastings Community Redevelopment Authority or the Business Improvement District does not maintain a contractor's list. However, the City, CRA and BID strongly encourage the applicant to ensure that the contractor performing the work is well-qualified to complete the proposed work and knowledgeable about any City codes that are applicable to the project.
12. Participation in the City of Hastings Downtown Revitalization program by an applicant is a stated agreement of the recipient of DTR funds, that the completed project, its approved design and colors, etc., will remain intact and in place for a period of not less than five (5) years from the date of project completion. **Changes to improved facades and signage prior to five years may trigger repayment of the forgivable loan (or a percentage thereof), as specified in contract with the City.**
13. Forgivable loan Recipient must submit a paid bill for reimbursement together with an affidavit from the contractor certifying the work, as submitted, is complete. Any unapproved changes will void the forgivable loan. If Recipient decides to change the project after approval they must contact the Downtown Revitalization Committee for review of the changes.
14. Prior to reimbursement, the work will be inspected by Business Improvement District staff to ensure compliance with the project as designed and guidelines for improvements. A written

notice of completion will be issued by Downtown Revitalization Committee. Said notice of completion will be issued, dated and signed by an authorized representative of the Downtown Revitalization committee.

15. The City and Downtown Revitalization Committee reserves the right to loan additional money to targeted projects that they believe will have a significant impact on the area. Committee members are seeking projects that have a significant amount of private investment that will include renovation of main floor and upper levels. Significant impact can be measured by one of several methods:
 - Substantial private-investment (e.g. greater than 200%)
 - Addresses a central building or local landmark in the target area
 - Building is listed or eligible for listing on the National Register
 - Improvements are chiefly for historical renovation/reconstruction in nature, etc.
16. Downtown Revitalization Committee members will be available to offer assistance and may seek outside guidance on any project being considered for the forgivable loan program.
17. The Downtown Revitalization Program is considered a forgivable-loan program. Eligible improvements are considered to be permanent fixtures/improvements to a structure and as such any and all improvements remain a part of the structure in the event a sale is transacted between current and future owners. The five-year forgivable loan can be transferred by property owner at the time of a sale to the purchaser if approved by the City of Hastings. The loan will be prorated at 20% forgiven each year.
18. A complete application packet may be obtained by contacting; Randy Chick, BID/CRA Director at the Chamber Development Center at 301 S. Burlington, Hastings, NE 68901.
19. The Downtown Revitalization Committee members serve on a volunteer basis and are appointed by the Chairman of the BID Board. If a member of the Committee has a financial interest in the project being reviewed, he/she shall make that conflict of interest known to the committee and will abstain from the review/recommendation process. Members of the Downtown Revitalization Committee will serve indefinite terms; however, the BID Board Chair has the right to replace members of the Downtown Revitalization Committee in the event of resignation or other necessary circumstances. Members of the Hastings Downtown Revitalization Committee consist of the following;
 - a. Bob Murphy – Business Improvement District Board Chair
 - b. Jamie Hamburger – Convention and Visitors Bureau Board Member
 - c. Jessi Hoeft – Downtown Center Association Member
 - d. Kaleena Fong – Downtown Center Association Member
 - e. Maggie Vaughn – Hastings Economic Development Corporation
20. These program guidelines may be amended periodically as required and deemed necessary by the Downtown Revitalization Committee and the City of Hastings. All program guideline amendment(s) will be subject to the approval of the Nebraska Department of Economic Development.

EXHIBIT A BUSINESS IMPROVEMENT DISTRICT MAP

Business Improvement District



The Business Improvement District was created by ordinance by the Hastings City Council in April of 1986 and includes a 20-block area within the Central Business District right in the heart of Hastings. Property owners within the District are assessed annually and the funds raised are used for developing public activities and events, newsletters or promotional materials, banners, physical improvements such as lighting, landscaping, benches, planters, plantings, trash receptacles and signage.

BOUNDARIES

Bordered by the Burlington Northern tracks on the south, 4th Street on the north, Lexington Avenue on the west and Kansas Avenue on the east the Business Improvement District includes approximately 150 properties and over 100 property owners.

Department: Development Services
Staff Contact: Donald Threewitt
Council Meeting Date: 10/14/2019

AGENDA ITEM SUMMARY SHEET

Description of Item:

Public hearing to consider a recommendation on an Ordinance extending the 2-mile Extraterritorial Jurisdiction Boundary of the City of Hastings, Adams County, Nebraska.

Names of People/Business affected by this action:

The property owners within 2 miles of the existing corporate boundary of the City of Hastings, Adams County, and the City.

Why Council action is required:

Nebraska Revised Statutes 16-901 direct the procedure to extend the extraterritorial zoning jurisdiction (ETJ). The ETJ of a city of the first class shall consist of the unincorporated area two miles beyond and adjacent to its corporate boundaries.

Type of action requested:

Ordinance

Suggested motion:

Motion to recommend approval to extend the 2-mile Extraterritorial Jurisdiction Boundary of the City of Hastings, Nebraska as described.

Deadlines associated with action:

This item is to be heard by the City Council and may be approved following a 30-day public comment period and a required 30-day notice to the Adams County Board of Supervisors.

ETJ Extension Schedule:

Planning Commission Public hearing: 8/19/19 (recommendation to proceed/initiate, 30 day public comment period begins)

Boundary change written notice to county: 9/5/19 (per statute 16-901 (4))

Public hearing, Board of Supervisors: 9/17/19

Public hearing, City Council: 9/23/19

1st Reading Ordinance 4602, City Council: 9/23/19

2nd Reading Ordinance 4602, City Council: 10/14/19 (possible to pass on 2nd and final)

Final Reading Ordinance 4602, City Council: 10/28/19

Department head comments:

The ETJ has not been amended since 2009. Several plat additions have occurred in the past 10 years, and a boundary adjustment is warranted.

Cities of the first class shall have a planning jurisdiction which extends two miles outside their corporate limits. The outer boundary of the ETJ need not be equidistant from all points along the municipality's corporate boundary, but the maximum distance prescribed in the Nebraska statutes must not be exceeded.

The recommended 2-mile boundary extension is outlined in the attached map. There are 188 impacted parcels representing 4,760 acres which will be incorporated into the city's jurisdictional boundary.

Zoning of the newly included parcels will be converted to the equivalent city zone district per the parcel's existing county zoning. A separate Ordinance will provide a conversion table as a text amendment to the existing zoning code. If a conflict arises between provisions of county versus city zoning, the less restrictive city zone district may be applied.

Per 16-901, the fact that the ETJ is located in a different county than some or all portions of the municipality shall not be construed as affecting the powers of the city to apply such ordinances. Should the City Council direct staff to proceed with a boundary extension into Clay County, staff will present the additional boundary adjustment at that time.

Per statutory requirements and upon recommendation by the Planning Commission, staff provided written notice to the Adams County Board of Supervisors and related Adams County staff. The County has a 30 day period ending on October 5, 2019 to submit comments or recommendations prior to a final decision by City Council.

On September 11, staff presented this case to members of the County Planning Commission during an ad hoc meeting and answered questions. Resulting from this discussion, Development Services will forward any building permit applications in the 2-mile ETJ to the associated rural fire district for review and comment. However, staff will not delay release of building permits beyond our current 7-10 business day review period.

On September 17, staff presented this case at the County Board of Supervisors meeting and answered questions. Staff is further attending the October 7 County Planning Commission meeting to discuss the matter further.

Per statute, extension of the city's zoning ordinance shall not "prohibit, prevent, or interfere with the conduct of existing farming, livestock operations, businesses, or industry." This will be accomplished through the existing "Nonconformities" provisions in Article VI, Chapter 34 of City

Code. Additionally, the related zoning text amendment will further clarify allowed legal nonconformity for the ETJ.

There are currently no discrete or specific objections to the extension, nor any written objections received as of the date of this report.

Per statute, there is no requirement to conduct public hearings at the county Planning Commission or Board of Supervisors, simply a requirement to notify and allow a 30 day comment period.

Since the 9/23/19 City Council public hearing, the Development Services department received 1 telephone call regarding this case, a request for clarification.

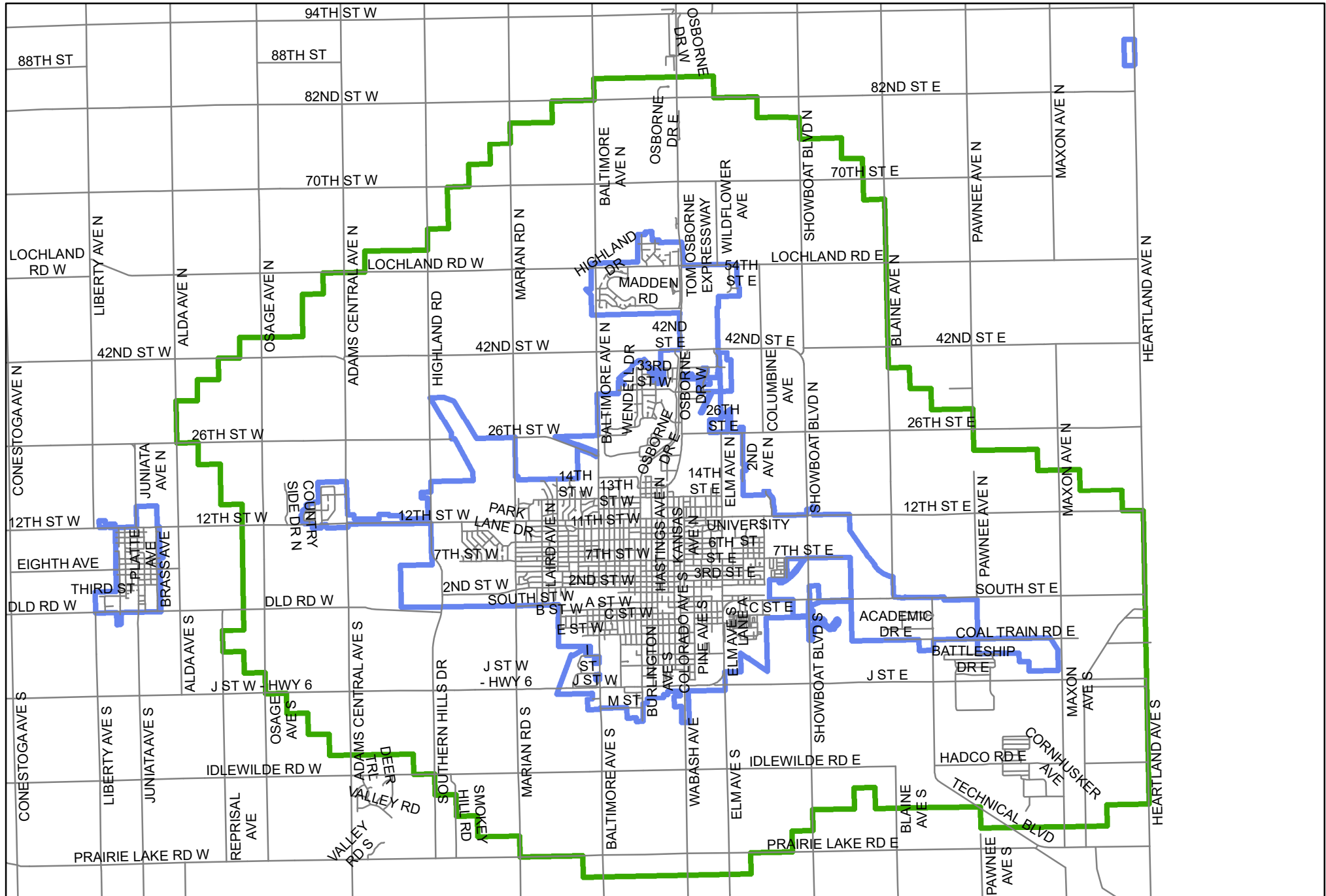
City Administrator comments:

Recommend approval

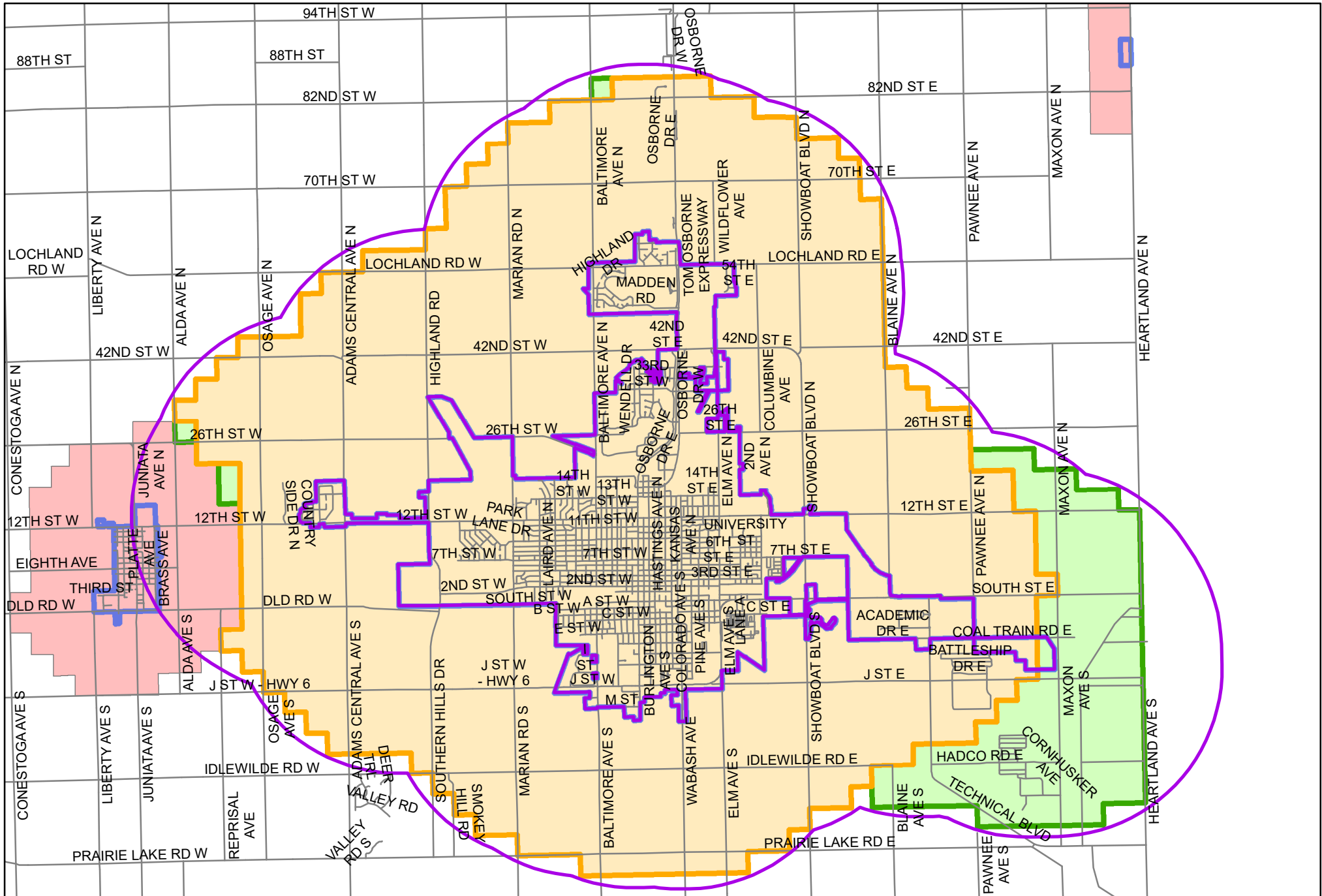
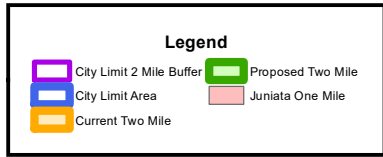
Legend

- City Limit Area
- Proposed Two Mile

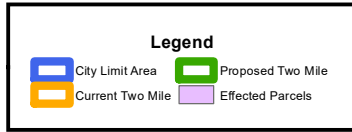
Proposed Two Mile Jurisdiction



Proposed Two Mile Jurisdiction



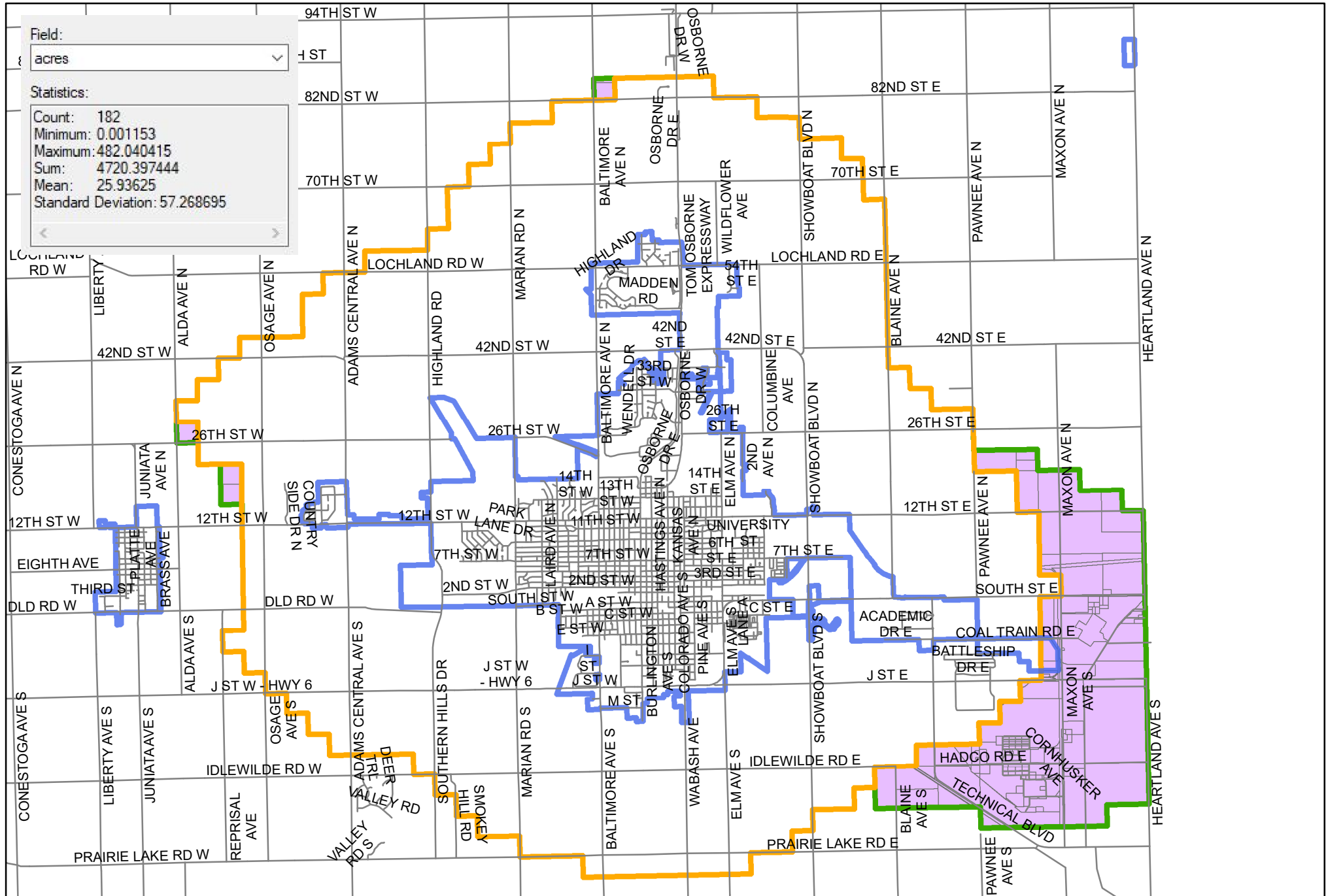
Proposed Two Mile Jurisdiction

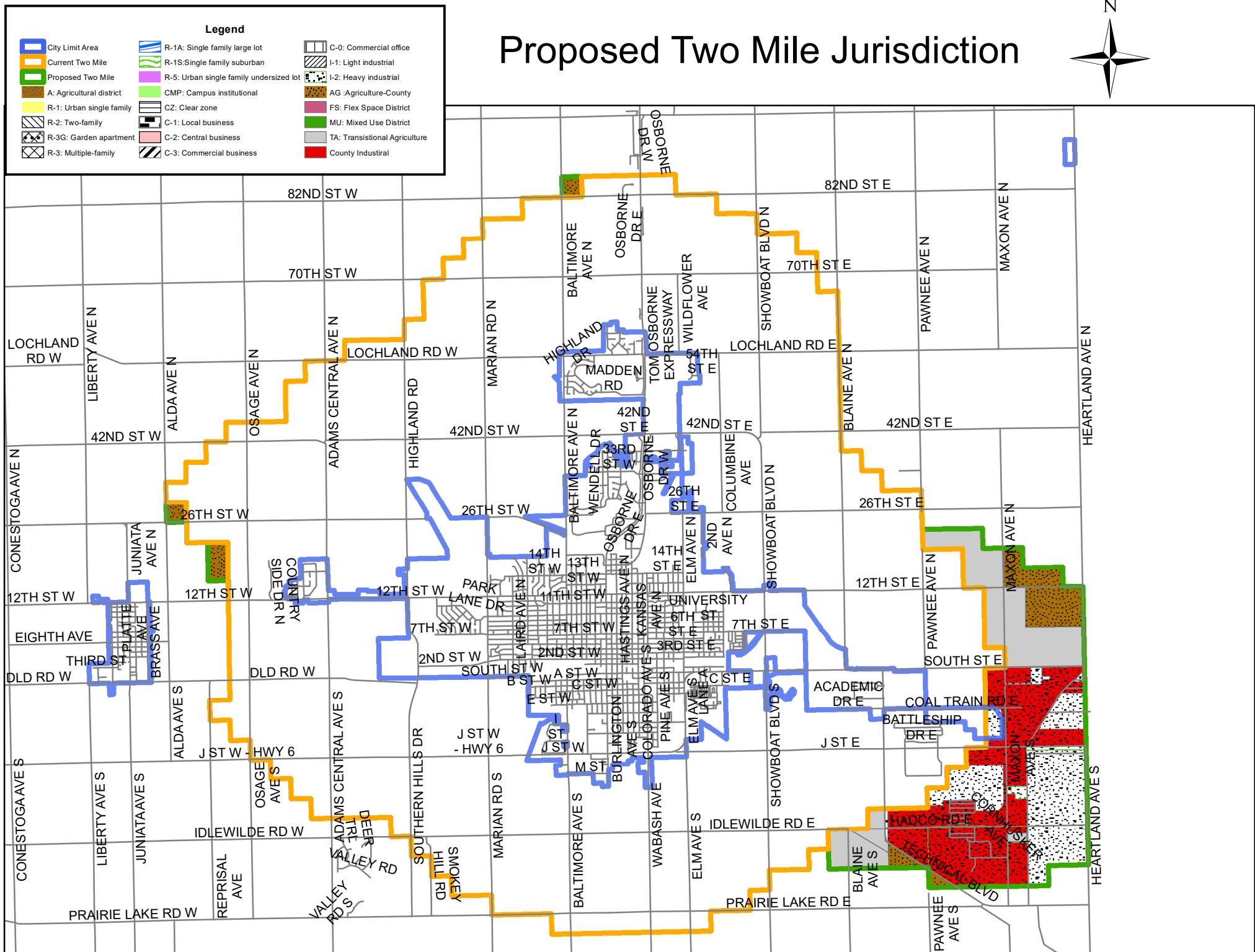


Field:
acres

Statistics:

Count: 182
Minimum: 0.001153
Maximum: 482.040415
Sum: 4720.397444
Mean: 25.93625
Standard Deviation: 57.268695





ORDINANCE NO. 4602

AN ORDINANCE OF THE CITY OF HASTINGS, NEBRASKA, MODIFYING THE CITY'S EXTRA-TERRITORIAL ZONING JURISDICTION; MODIFYING THE BOUNDARY OF THE COMPREHENSIVE LAND USE PLAN; REPEALING INCONSISTENT PROVISIONS; ESTABLISHING AN EFFECTIVE DATE; AND PROVIDING WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT.

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

SECTION 1. A revised extra-territorial jurisdiction map is attached hereto, marked Exhibit "A", and incorporated herein by this reference. Said map is hereby adopted by the City of Hastings as authorized by Nebraska Revised Statute 19-902 setting forth the area within two miles of the corporate limits where the City will exercise jurisdiction and extend the boundary of the Comprehensive Use Plan of the City of Hastings.

SECTION 2. Any ordinance passed and approved prior to the passage, approval and publication or posting of this ordinance, and in conflict with its provisions is hereby repealed.

SECTION 3. The provision of this ordinance are separable, and the invalidity of any phrase, clause or part of this ordinance shall not affect the validity or effectiveness of the remainder of this ordinance.

SECTION 4. This ordinance shall take effect and be in full force from and after its passage, approval and publication or posting as required by law, in its entirety, or in pamphlet form, as the case may be, said effective date being 15 days from and after the date this ordinance is passed and approved.

PASSED AND APPROVED this ____ day of _____, 2019.

ATTEST:

Mayor

City Clerk

(S E A L)

Approved as to form: _____
City Attorney

Department: Engineering
Staff Contact: David Wacker
Council Meeting Date: 10/14/2019

AGENDA ITEM SUMMARY SHEET

Description of Item:

Modification of Speed Limit on US 281/Hwy 34 - Lochland Road - North 1476 feet from 65 MPH to 55 MPH

Names of People/Business affected by this action:

Motorists
State of Nebraska
City of Hastings

Why Council action is required:

Speed limit modification requires approval by Ordinance of the City Council

Type of action requested:

Ordinance

Suggested motion:

Ordinance No 4610

Deadlines associated with action:

As soon as possible

Department head comments:

Complaints have been received relative to traffic movements near the Lochland Road and US 281/HWY 34 intersection.

A study was completed by NDOT Traffic Engineering to investigate if the Lochland Road intersection satisfied warrant for installation of a traffic light at this location.

The findings of the recent study found warrant for traffic signals was not met at this time. Study found that excessive speeds are being encountered at this location and a recommendation to lower the speed limit to 55 MPH has been recommended. Staff is also working on a similar radar speed reduction sign that would be placed in the new transition zone to warn traffic approaching this zone of the reduced speed limit ahead. Study recommended further traffic enforcement in this area.

Ordinance prepared will reduce the 65 MPH speed from Lochland Road to the City limit line to 55 MPH.

City Administrator comments:

Recommend approval and recommend law enforcement be charged with implementing effective enforcement

ORDINANCE NO. 4610

AN ORDINANCE OF THE CITY OF HASTINGS, NEBRASKA, TO AMEND SECTION 15-310 OF THE OFFICIAL CITY CODE TO PROVIDE FOR SPEED LIMITS ON U.S. HIGHWAYS NO. 34 AND 281; TO REPEAL ANY PROVISION OR ORDINANCE INCONSISTENT HERewith; TO PROVIDE AN EFFECTIVE DATE OF THIS ORDINANCE; AND TO PROVIDE FOR THE PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM.

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

Section 1. That Section 15-310 of the Official City Code of the City of Hastings, Nebraska, be and the same is hereby amended to read as follows:

15-310. Speed limits in certain zones.

It is hereby determined upon the basis of engineering and traffic investigations that the speed permitted by Section 15-309 upon the following streets is less than is necessary for safe operation of vehicles thereon by reason of the designation and sign posting of such streets as through streets, and it is hereby declared that the prima facie speed limit shall be as hereinafter set forth on those streets or parts of streets herein designated when signs are erected giving notice thereof:

(1) Burlington Avenue:

- | | |
|---|-----------|
| (a) "J" Street north to "C" Street | 35 m.p.h. |
| (b) "C" Street north to Chicago, Burlington and Quincy Viaduct | 30 m.p.h. |
| (c) Chicago, Burlington and Quincy Viaduct north to Fourth Street | 25 m.p.h. |
| (d) Fourth Street north to Eighth Street | 30 m.p.h. |
| (e) Eighth Street north to Eighteenth Street | 35 m.p.h. |

(2) Second Street from Baltimore Avenue, west to the corporate limits of the City 35 m.p.h.

(3) Route of U.S. Highways No. 34 and 281, within the corporate limits of the City:

- | | |
|--|-----------|
| (a) Eighteenth Street north to 1200 feet north of 42 nd Street | 45 m.p.h. |
| (b) 1200 feet north of 42 nd Street to City Limits (1476 feet north of Lochland Road) | 55 m.p.h. |
| (c) "M" Street north to the intersection of "J" Street and Baltimore Avenue | 40 m.p.h. |

(4) Route of U.S. Highway No. 6 within the corporate limits of the City:

- | | |
|---|-----------|
| (a) The west corporate limits of the City east to Baltimore Avenue | 45 m.p.h. |
| (b) Baltimore Avenue east and then continuing north to 300 feet south of "D" Street | 40 m.p.h. |
| (c) 300 feet south of "D" Street north and then continuing east to Second Avenue | 35 m.p.h. |
| (d) Second Avenue east to the east corporate limit of the City | 40 m.p.h. |

(5) Route of U.S. Highways No. 34 and 281 northeast bypass from Old U.S. Highway No. 281 east to Second Avenue 50 m.p.h.

(6) 12th Street:

(a) West corporate limits of City east to Highland Drive	50 m.p.h.
(b) Highland Drive east to Brentwood Avenue	45 m.p.h.
(c) Brentwood Avenue east to Marian Road	35 m.p.h.
(d) Marian Road east to Burlington Avenue	30 m.p.h.
(e) Burlington Avenue east to Elm Avenue	25 m.p.h.
(f) Elm Avenue east to 698 feet east of Elm Avenue	35 m.p.h.
(g) 698 feet east of Elm Avenue east to the east corporate limits of the City	45 m.p.h.

(7) Osborne Drive East from 26th Street north to 42nd Street 35 m.p.h.

(8) Lochland Road:

(a) Baltimore Avenue to U.S. Highway 281	40 m.p.h.
(b) U.S. Highway 281 east to easterly City Limits	45 m.p.h.

(9) 42nd Street from U.S. Highway 281 and 34 east to 1450 feet east of U.S. Highway 281 and 34 35 m.p.h.

(10) Wabash Avenue from U.S. Highway 6, south to the corporate limits of the City 40 m.p.h.

(11) "A" Street from Baltimore to Woodland Avenue 30 m.p.h.

(12) Adams Central Road, north of 12th Street to City Limits 45 m.p.h.

(13) State Spur S-1C (Highland Road) from 728' south of 2nd Street to 2nd Street 40 m.p.h.

(14) Baltimore Avenue

(a) 12 th Street to North Shore Drive	30 m.p.h.
(b) North Shore Drive north to corporate limits south of 42 nd Street	45 m.p.h.
(c) Corporate limits south of 42 nd Street to Corporate limits south of Lochland Road	55 m.p.h.
(d) Corporate limits south of Lochland Road south to the Corporate limits	45 m.p.h.

Section 2. That any provision or ordinance passed and approved prior to the passage, approval and publication or posting of this ordinance, and in conflict with its provisions is hereby repealed.

Section 3. This Ordinance shall take effect and be in full force from and after its passage, approval and publication in pamphlet form, said effective date being the _____ day of _____, 2019, and this Ordinance shall be included in the Hastings City Code Book.

PASSED AND APPROVED by the Mayor and City Council of the City of Hastings, Nebraska, this _____ day of _____, 2019.

ATTEST:

Mayor

City Clerk

(S E A L)

APPROVED TO FORM:

City Attorney

Department: City Administrator
Staff Contact: Dave Ptak, Clint Schukei
Council Meeting Date: 10/14/2019

AGENDA ITEM SUMMARY SHEET

Description of Item:

Approval of Ordinance No. 4609 to Repeal the Current Chapter 3 of the Official Hastings City Code and to Enact a New Chapter 3 in its place

Names of People/Business affected by this action:

Police and Fire personnel, Civil Service Commission

Why Council action is required:

Ordinances are required to be passed by the Mayor and City Council on three readings in order to become effective

Type of action requested:

Ordinance

Suggested motion:

Move to approve Ordinance No. 4609 on First Reading and if approved consider a Motion to suspend the rules and pass the ordinance on Second and Third Reading

Deadlines associated with action:

This is a companion item to Resolution No. 2019-48 approving the Employee Handbook. An ordinance doesn't take effect until 15 days after its passage, so the Employee Handbook cannot take effect until the Ordinance take effect which would be on October 29 if the Council passes the Ordinance on all three readings at the October 14 City Council meeting.

Department head comments:

Recommend approval

City Administrator comments:

Recommend approval - this has been almost 2 years in the making along with the development of the Employee Handbook. This is part of the unification of the City started by the adoption of Ordinance No. 4473 back in May of 2017.

ORDINANCE NO. 4609

AN ORDINANCE OF THE CITY OF HASTINGS, NEBRASKA, TO REPEAL THE EXISITING CHAPTER 3 OF THE OFFICIAL CITY CODE ENTITLED “CITY SERVICE” DEALING WITH CITY EMPLOYMENT AND TO ENACT A NEW CHAPTER 3 ENTITLED “CIVIL SERVICE”, WHICH CHAPTER ADDRESSES THE EMPLOYMENT OF FULL-TIME FIREFIGHTERS AND POLICE OFFICERS, THE CIVIL SERVICE COMMISSION, AND INCLUDES PROVISIONS ADDRESSING CIVIL SERVICE EMPLOYMENT; AND TO PROVIDE WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT.

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

SECTION 1. That the current Chapter 3 of the Official City Code dealing with City Service be and the same is hereby repealed.

SECTION 2. That a new Chapter 3 to the Official City Code dealing with Civil Service be and the same is hereby enacted to read as follows:

CHAPTER 3 CIVIL SERVICE

Article I. Civil Service Act.

- 3-101. Positions covered.
- 3-102. Appointing Authority
- 3-103. Position creation and elimination.
- 3-104. Establishment of salaries and compensation.
- 3-105. Payment of compensation for services.
- 3-106. City's duty to commission.
- 3-107. Political fund contribution and political service.
- 3-108. Obstructing examinations.

Article II. Civil Service Commission.

- 3-201. Civil service commission created.
- 3-202. Appointment of members.
- 3-203. Members' term of office.
- 3-204. Removal from office.
- 3-205. Compensation of members.
- 3-206. Meetings.
- 3-207. Chairperson.

- 3-208. Secretary and chief examiner.
- 3-209. Quorum.
- 3-210. Powers and duties.

Article III. Civil Service Provisions.

- 3-301. Appointments and promotions.
- 3-302. Police chief and fire chief; appointing authority.
- 3-303. Requirements for civil service position applicants.
- 3-304. Filling of vacant positions.
- 3-305. Probationary period.
- 3-306. Disciplinary actions.
- 3-307. Elimination of Positions.
- 3-308. Employees.
- 3-309. Reduction in force policy.
- 3-310. Leave of absence.
- 3-311. Political service disregarded.
- 3-312. Violations, penalty.

Article I. Civil Service Act.

3-101. Positions covered.

The Civil Service Act shall apply only to all present full-time firefighters or full-time police officers of the City, including any paid full-time police or fire chief of such department, and future appointees to such full-time positions. Full-time police officers shall mean police officers in positions which require certification by the Nebraska Law Enforcement Training Center, who have the power of arrest, who are paid regularly by the City, and for whom law enforcement is a full-time career, but shall not include clerical, custodial, or maintenance personnel. Full-time firefighters shall mean duly appointed firefighters who are paid regularly by the City and for whom firefighting is a full-time career, but shall not include clerical, custodial, or maintenance personnel who are not engaged in fire suppression.

3-102. Appointing Authority.

The City Administrator shall be the appointing authority for all full-time police officers or full-time fire fighters except for the Police Chief and Fire Chief.

3-103. Position creation and elimination.

All positions subject to the Civil Service Act shall be created or eliminated by the Mayor and Council.

3-104. Establishment of salaries and compensation.

The Civil Service Act shall not be construed to infringe upon the power and authority of the Mayor and Council to establish salaries and compensation of all employees within the compensation schedule or ranges established by the Mayor and Council for the positions.

3-105. Payment of compensation for services.

No treasurer, auditor, comptroller, or other officer or employee of the City shall subject to the Civil Service Act approve the payment of or be in any manner concerned in paying, auditing, or approving any salary, wage, or other compensation for services to any person subject to the jurisdiction and scope of the Civil Service Act unless the person to receive such salary, wage, or other compensation has been appointed or employed in compliance with such Act.

3-106. City's duty to commission.

The Mayor and Council shall provide the Commission with suitable and convenient rooms and accommodations and cause the same to be furnished, heated, lighted, and supplied with all office supplies and equipment necessary to carry on the business of the Commission and with such clerical assistance as may be necessary. It shall be the duty of the City to appropriate each fiscal year, from the general funds of the City, a sum of money sufficient to pay the necessary expenses involved in carrying out the purposes of the Civil Service Act, including, but not limited to, reasonable attorney's fees for any special counsel appointed by the Commission when the City Attorney is not authorized by the City Administrator to represent the Commission. The Mayor may establish the hourly or monthly rate of pay of such special counsel. The City shall afford the commission, and its members all reasonable facilities and assistance to inspect all books, papers, documents, and accounts applying or in any way appertaining to any and all positions and employments subject to civil service and shall produce such books, papers, documents and accounts.

3-107. Political fund contribution and political service.

No person holding any position subject to civil service shall be under any obligation to contribute to any political fund or to render any political service to any person or party whatsoever. No person shall be removed, reduced in position or salary or otherwise prejudiced for refusing so to do. No public officer, whether elected or appointed, shall discharge, promote, demote, or in any manner change the official rank, employment, or compensation of any person under civil service, or promise or threaten to do so for giving, withholding, or neglecting to make any contribution of money, services, or any valuable thing for any political purposes.

3-108. Obstructing examinations.

No commissioner or any other person shall by himself or herself or in cooperation with one or more persons (1) defeat, deceive, or obstruct any person in respect to the right of examination according to the rules and regulations made pursuant to the Civil Service Act; (2) falsely mark, grade, estimate, or report upon the examination and standing of any person examined or certified in accordance with such act or aid in so doing; (3) make any false representation concerning the same or concerning the persons examined; (4) furnish any person any special or secret information for the purpose of improving or injuring the prospects or chances of any person so examined or certified to be examined or certified; or (5) persuade any other person or permit or aid in manner any other person to impersonate him or her in connection with any examination, application, or request to be so examined.

Article II. Civil Service Commission.

3-201. Civil service commission created.

There is hereby created in the City, a Civil Service Commission that shall have five (5) members who shall each be a citizen of the United States, a resident of such City for at least three years immediately preceding such appointment, and an elector in Adams County, Nebraska.

3-202. Appointment of members.

The Mayor shall appoint the members of the Civil Service Commission. At the time of any appointment, not more than three (3) commissioners of a five-member commission, including the one or ones to be appointed, shall be registered electors of the same political party. Confirmation of the appointment(s) shall be made by the City Council.

3-203. Members' term of office.

The first persons appointed to the Civil Service Commission shall serve for terms of one (1) year, two (2) years, three (3) years, four (4) years, and (5) years respectively. Thereafter, all appointments shall be for five (5) years.

3-204. Removal from office.

Any member of the civil service commission may be removed from office for incompetency, dereliction of duty, malfeasance in office, or other good cause by the Mayor with the approval of the City Council, except that no member of the commission shall be removed until written charges have been preferred, due notice given such member, and a full hearing had before the appointing authority. Any member so removed shall have the right to appeal to the Adams County District Court, which Court shall hear and determine such appeal in a summary manner. Such an appeal shall be only upon the ground that such judgment or order of removal was not made in good faith for cause, and the hearing on such appeal shall be confined to the determination of whether or not it was so made.

3-205. Compensation of members.

Members of the Civil Service Commission shall serve without compensation.

3-206. Meetings.

The Civil Service Commission shall hold meetings as may be required for the proper discharge of its duties.

3-207. Chairperson.

The Civil Service Commission shall annually elect one of its members as chairperson.

3-208. Secretary and chief examiner.

As requested by the appointing authority the City's Director of Human Resources shall be the Commission's secretary and a chief examiner whose responsibility shall be to keep the records of the Commission, preserve all reports made to it, superintend and keep a record of all examinations held under its direction, and perform such other duties needed. The secretary and chief examiner shall be subject to suspension or discharge upon the vote of a majority of the appointed members of the Commission.

3-209. Quorum.

Three (3) members shall constitute a quorum for the transaction of business.

3-210. Powers and duties.

(1) The Commission shall adopt and promulgate procedural rules and regulations that shall provide in detail the manner in which examinations may be held and any other matters assigned to it by the City Administrator. At least one copy of the rules and regulations, and any amendments, shall be made available for examination and reproduction by members of the public. One copy of the rules and regulations and any amendments shall be given to each full-time firefighter and full-time police officer.

(2) The Commission shall provide that all tests shall be practical and consist only of subjects that will fairly determine the capacity of persons who are to be examined to perform the duties of the position to which an appointment is to be made. Tests may include, but not be limited to, tests of physical fitness and of manual skill and psychological testing.

(3) The Commission shall provide, by its rules and regulations, for a credit of ten percent in favor of all applicants for an appointment to an entry level position, as defined by the City Administrator under civil service who, in time of war or in any expedition of the armed forces of the United States, have served in and been honorably discharged from the armed forces of the United States, and who have equaled or exceeded the minimum qualifying standards established by the City Administrator. These credits shall only apply to entry-level positions as defined by the appointing authority.

(4) The Commission may conduct an investigation concerning and report upon all matters regarding the enforcement and effect of the Civil Service Act and the rules and regulations prescribed.

(5) The Commission may inspect all institutions, departments, positions, and employments affected by such act to determine whether such act and all such rules and regulations are being obeyed. Such investigations may be conducted by the Commission or by any Commissioner designated by the Commissioner for that purpose. The Commission shall also make a like investigation on the written petition of a citizen, duly verified, stating that irregularities or abuses exist or setting forth, in concise language, the necessity for such an investigation. The City Attorney, if authorized by the City Administrator may represent the Commission in such investigations. If the City Attorney does not represent the Commission, the Commission may be represented by special counsel appointed by the Commission in any such investigation. In the course of such an investigation, the Commission, designated Commissioner, or chief examiner shall have the power to administer oaths; issue subpoenas to require the attendance of witnesses and their production of books, papers, documents, and accounts appertaining to the investigation; and to cause the deposition of witnesses, residing within or without the state, to be taken in the manner prescribed by law for like depositions in civil actions in the courts of Nebraska. The oaths administered and subpoenas issued shall have the same force and effect as the oaths administered by a district judge in a judicial capacity and subpoenas issued by the district courts of Nebraska. The failure of any person so subpoenaed to comply shall be deemed a violation of the Civil Service Act and be punished as such. No investigation shall be made pursuant to this section if there is a written accusation concerning the same subject matter against a person in the Civil Service. Such accusation shall be handled pursuant to Section 3-306 (3) of this Code.

(6) The Commission shall provide that all hearings and investigations before the commission, designated commissioner, or chief examiner shall be governed by the Civil Service Act and the rules of practice and procedure to be adopted by the commission. In the conduct thereof, they shall not be bound by the technical rules of evidence. No informality in any proceedings or hearing or in the manner of taking testimony shall invalidate any order, decision, rule, or regulation made, approved, or confirmed by the

commission, except that no order, decision, rule, or regulation made by any designated commissioner conducting any hearing or investigation alone shall be of any force or effect unless it is concurred in by a majority of the appointed members of the commission, including the vote of any commissioner making the investigation.

(7) The Commission shall establish and maintain a roster of officers and employees.

(8) The Commission shall provide for, establish, and hold competitive tests to determine the relative qualifications of persons who seek employment in any position and, as a result thereof, establish eligible lists for the various positions.

(9) The Commission shall make recommendations to the Mayor and City Council concerning a reduction in force policy or amendments thereto. The governing body shall consider such recommendations, but shall not be bound by them in establishing a reduction-in-force policy. Prior to the adoption of a reduction-in-force policy or amendments thereto, the governing body shall, after giving reasonable notice to each police officer and firefighter by first-class mail, conduct a public hearing. The Mayor and City Council in adopting a reduction in force policy or any amendments thereto shall consider factors including, but not limited to:

- (A) The multiple job skills recently or currently being performed by the employee;
- (B) The knowledge, skills, and abilities of the employee;
- (C) The performance appraisal of the employee including any recent or pending disciplinary actions involving the employee;
- (D) The employment policies and staffing needs of the department together with contracts, ordinances, and statutes related thereto;
- (E) Required federal, state, or local certifications or licenses; and
- (F) Seniority.

(10) The Commission shall keep such records as may be necessary for the proper administration of Civil Service Act.

(11) An applicant for a position of any kind under civil service shall be able to read and write the English language, meet the minimum job qualifications of the position as established by the appointing authority, and be of good moral character. An applicant shall be required to disclose his or her past employment history and his or her criminal record, if any, and submit a full set of his or her fingerprints and a written statement of permission authorizing the appointing authority to forward the fingerprints for identification. Prior to certifying to the appointing authority, the names of the persons eligible for the position or positions, the Commission shall validate the qualifications of such persons.

(12) The Commission shall begin and conduct all civil suits that may be necessary for the proper enforcement of the Civil Service Act and of the rules of the Commission. The commission may be represented in such suits and all investigations pursuant to the Civil Service Act by the City Attorney if authorized by the appointing authority. If the City Attorney does not represent the commission, the commission may be represented by special counsel appointed by it in any particular case.

Article III. Civil Service Provisions.

3-301. Appointments and promotions/demotions.

(1) All appointments to and promotions in the police or fire department shall be made solely on merit, efficiency, and fitness, which shall be ascertained by open competitive examination and impartial investigation.

(2) If the appointing authority fills a vacancy in a position subject to the Civil Service Act, the appointing authority shall consider factors including, but not limited to:

- (A) The multiple job skills recently or currently being performed by the applicant which are necessary for the position;
- (B) The knowledge, skills, and abilities of the applicant which are necessary for the position;
- (C) The performance appraisal of any applicant who is already employed in the department, including any recent or pending disciplinary actions involving the employee;
- (D) The employment policies and staffing needs of the department together with contracts, ordinances, and statutes related thereto;
- (E) Required federal, state, or local certifications or licenses necessary for the position; and
- (F) The qualifications of the applicants who are already employed in the department and have successfully completed all parts of the examination for the position. No person shall be reinstated in or transferred, suspended, or discharged from any such position or employment contrary to the Civil Service Act.

(3) The following definitions shall be applicable to this Chapter:

- (A) Appointments shall mean all means of selecting, appointing, or employing any person to hold any position or employment subject to civil service.
- (B) Civil Service Act shall mean Neb. Rev. Stat. §19-1825 to §1848, as the same may from time to time be amended.
- (C) Position shall mean an individual job that is designated by an official title indicative of the nature of the work.
- (D) Promotion or demotion shall mean changing from one position to another, accompanied by a corresponding change in current rate of pay.

3-302. Police chief and fire chief; appointing authority.

The Mayor shall be the appointing authority for the Police Chief and Fire Chief based on the City Administrator's recommendation. The Mayor's appointment shall be approved by the City Council.

3-303. Requirements for civil service position applicants.

An applicant for a position of any kind under civil service shall be able to read and write the English language, meet the minimum job qualifications of the position as established by the City Administrator, and be of good moral character. An applicant shall be required to disclose his or her past employment history and his or her criminal record, if any. Prior to certifying to the City Administrator, the names of the persons eligible for the position or positions, the Commission shall validate the qualifications of such persons.

3-304. Filling of vacant positions.

(1) Considerations. If the City Administrator fills a vacancy in a position subject to the Civil Service Act, he or she shall consider factors including, but not limited to:

- (A) The multiple job skills recently or currently being performed by the applicant which are necessary for the position;
- (B) The knowledge, skills, and abilities of the applicant which are necessary for the position;
- (C) The performance appraisals of any applicant who is already employed in the department, including any recent or pending disciplinary actions involving the employee;
- (D) The employment policies and staffing needs of the department together with contracts, ordinances, and statutes related thereto;
- (E) Required federal, state, or local certifications or licenses necessary for the position; and
- (F) The qualifications of the applicants who are already employed in the department and have successfully completed all parts of the examination for the position. No person shall be reinstated in or transferred, suspended, or discharged from any such position or employment contrary to the Civil Service Act.

(2) Procedure for filling vacant positions. Whenever a position subject to the Civil Service Act becomes vacant, the City Administrator shall make requisition upon the Commission for the names and addresses of the persons eligible for appointment and may decline to fill such vacancy for an indefinite period of time

- (A) The commission, upon request of the appointing authority, shall establish and maintain a list for a period of six (6) months of those eligible for appointment to or promotion within the police or fire departments. Such list shall be established and maintained through the open competitive examinations as required by this Article, with the time and date of any examination to be established by the appointing authority. Any person having satisfactorily passed the examination for any position shall be placed on the list of those eligible for appointment or promotion to such position.
- (B) Upon the request of the appointing authority, the commission shall certify the names of the persons who are the three (3) highest on the eligible list, following the most recent examination, and whose qualifications have been validated by the commission for the vacant position. If fewer than three (3) names are on the eligible list the commission shall certify those that do appear. If the commission certifies fewer than three (3) names for each vacancy to the appointing authority, the appointing authority may appoint one of such persons to fill the vacancy, may decline to fill the vacancy, or may order that another examination be held by the commission.
- (C) If a vacancy occurs and there is no eligible list for the position or if the commission has not certified persons from the eligible list, a temporary appointment may be made by the appointing authority. Such temporary appointment shall not continue for a period longer than four months. No person shall receive more than one temporary appointment or serve more than four months as

3-305. Probationary Period.

To enable the City Administrator to exercise the choice in the filling of positions, no appointment, employment, or promotion in any position in the civil service shall be deemed complete until after the expiration of a period of six (6) months probationary service for firefighters and not less than six months

after certification by the Nebraska Law Enforcement Training Center for police officers. During the probation period, the City Administrator may upon the recommendation of the Police or Fire Chief terminate the employment of any person appointed by him or her based upon an observation or consideration of the performance of duty by the Police or Fire Chief, the City Administrator deems such person unfit or unsatisfactory for service in the police or fire department. The City Administrator may appoint one of the other persons certified by the Commission on the active eligibility list and such person shall likewise enter upon such duties for the probationary period.

3-306. Disciplinary actions.

(1) Tenure of employment. The tenure of a person holding a position of employment under the Civil Service Act shall be only during good behavior. Any such person may be removed or discharged, suspended with or without pay, demoted, reduced in rank, or deprived of vacation, benefits, compensation, or other privileges, except pension benefits, for any of the following reasons:

- (A) Incompetency, inefficiency, or inattention to or dereliction of duty;
- (B) Dishonesty, prejudicial conduct, immoral conduct, insubordination, discourteous treatment of the public or a fellow employee, any act of omission or commission tending to injure the public service, any willful failure on the part of the employee to properly conduct himself or herself, or any willful violation of the Civil Service Act or the rules and regulations adopted pursuant to such act;
- (C) Mental or physical unfitness for the position which the employee holds;
- (D) Drunkenness or the use of intoxicating liquors, narcotics, or any other habit-forming drug, liquid or preparation to such an extent that the use interferes with the efficiency or mental or physical fitness of the employee or precludes the employee from properly performing the functions and duties of his or her position;
- (E) Conviction of a felony or misdemeanor tending to injure the employee's ability to effectively perform the duties of his or her position; or
- (F) Any other act or failure to act which, in the judgment of the Civil Service Commissioners is sufficient to justify the offender to be an unsuitable and unfit person to be employed in the public service.

(2) Disciplinary action procedure.

(A) No employee in the civil service who shall have been permanently appointed or inducted into civil service shall be removed, suspended, demoted, or discharged, except for cause and then only upon the written accusation of the Police or Fire Chief, City Administrator or any citizen or taxpayer. Rules and regulations, and any amendments to such rules and regulations established by this Section, shall be made available for examination and reproduction by members of the public. One copy of the rules and regulations and any such amendments shall be given to each full-time firefighter and full-time police officer.

(B) The written accusation against an employee shall set forth the alleged misconduct, charges, or grounds for investigation. The written accusation shall be filed by the complainant with the Director of Human Resources who shall cause a copy of such written accusation to be delivered within three (3) calendar days after the filing to (1) the Police or Fire Chief (2) to the City Administrator, and (3) to the employee personally or by certified mail addressed to the employee at the residence address of the employee shown in the personnel records. The Director of Human

Resources shall cause a return showing such delivery or mailing to be executed and filed in the Director's office.

(C) The Police or Fire Chief shall have the authority to immediately suspend, with or without pay, an employee against whom such written accusation has been filed, pending the confirmation of the suspension, or a decision of the City Administrator to reinstate the employee, remove, demote, discharge, or suspend the employee, with or without pay.

(D) Upon receipt of a copy of the accusation from the Director of Human Resources, the Police or Fire Chief shall within a reasonable period of time investigate the alleged misconduct, charges, or grounds against the employee; explain the basis of the employer's evidence to the employee; and provide the employee an opportunity to present his or her version of the circumstances which resulted in the filing of the written accusation. If the Chief's investigation reveals other misconduct, charges, or grounds, he shall take immediate action by filing an amendment to the written accusation with the Director of Human Resources who shall cause a copy of such amended accusation to be delivered within three (3) calendar days after the filing (1) to the Police or Fire Chief (2) to the City Administrator, and (3) to the employee personally or by certified mail, addressed to the employee at the residence address of the employee shown in the personnel records. In all cases the Director shall keep a record showing such delivery or mailing in the Director's office. In the event that a Police or Fire Chief is being disciplined, the City Administrator shall follow the same procedures as are followed by the Police or Fire Chief in disciplining employees under the Act. Upon completion of this investigation within a reasonable period of time, the Police or Fire Chief shall make a recommendation to the City Administrator in writing that the alleged misconduct, charges, or grounds set forth in the written accusation be deemed: (1) to be without merit, (2) to not warrant disciplinary action, (3) to warrant disciplinary action in the form of an oral or written reprimand, or (4) to warrant removal, demotion, discharge, or suspension, with or without pay.

(E) Within fourteen (14) calendar days after receiving the written recommendation of the Police or Fire Chief, and review by the City Administrator, the City Administrator shall either accept the recommendation of the Police or Fire Chief, or shall render a decision that the alleged misconduct, charges, or grounds for investigation against the employee set forth in the written accusation be deemed: (1) to be without merit, (2) to not warrant disciplinary action, (3) to warrant disciplinary action in the form of an oral or written reprimand, or (4) to warrant removal, demotion, discharge, or suspension, with or without pay. The City Administrator shall file a copy of his or her decision within the fourteen (14) calendar day period after receiving the written recommendation of the Police or Fire Chief, with the Director of Human Resources who shall cause the copy of the decision to be filed and within 24 hours thereafter cause a copy of the City Administrator's determination to be delivered to (1) the Police or Fire Chief, and (2) to the employee, personally or by certified mail, addressed to the employee at the residence address of the employee shown in the personnel records. In all cases the Director shall keep a record showing such delivery or mailing in the Director's office.

(F) Any employee so removed, suspended, demoted or discharged may, within ten (10) calendar days after receiving written notice of the City Administrator's decision, file a written demand for an investigation and public hearing by the Civil Service Commission. The employee shall file the request for the hearing with both the Director of Human Resources and the City Administrator. The failure to file such a request with the Director of Human Resources within ten (10) calendar days of receipt of notice of the decision by the City Administrator shall constitute a waiver of the employee's right to review by the Civil Service Commission and the City Administrator's decision shall become final.

(G) The procedure governing the investigation and public hearing before the Commission shall be as follows:

- 1) Within ten (10) calendar days of receipt of the employee's notice of appeal, the City Administrator shall cause to be mailed or delivered the following notice to the employee and secretary of the Civil Service Commission:
 - i. A statement of the charge(s);
 - ii. The names of the witnesses who will be called on behalf of the City Administrator and a general statement of the nature of their testimony; and
 - iii. Copies of the documents to be introduced at the public hearing.
- 2) Within ten (10) calendar days of the filing of the written demand for an investigation and public hearing by the Commission, the employee shall mail or deliver the following upon the City Administrator and Commission:
 - i. A response to the statement of the charge(s);
 - ii. The names of the witnesses who will be called on behalf of the employee and a general statement of the nature of their testimony; and
 - iii. Copies of the documents to be introduced at the public hearing.

(C) Upon receipt of a written demand, the Commission shall conduct an investigation. The investigation shall be confined to the determination of the question of whether or not such removal, suspension, demotion, or discharge was made in good faith for because which shall mean that the action was not arbitrary or capricious and was not made for political or religious reasons. The City Attorney if authorized by the City Administrator may represent the Commission in such investigation and public hearing. If the City Attorney does not represent the Commission, special counsel appointed by the Commission for any such investigation and hearing may represent the commission.

(D) The investigation shall consist solely of a review of the written submissions of the City Administrator and employee to determine whether the Commission for the subsequent public hearing before the Commission should subpoena any individuals or documents ultimately to determine whether the City Administrator acted in good faith for cause. Good faith for cause shall mean that the action was not arbitrary or capricious and was not made for political or religious reasons.

(E) The Commission shall schedule a public hearing no less than ten (10) nor more than twenty (20) calendar days from the date of filing of the employee's written demand for an investigation and render a decision no later than ten (10) days after the hearing. The Commission shall notify the City Administrator and employee in writing at least three (3) calendar days prior to the date of the hearing, of the date, time and place of the hearing.

(F) All municipal officers and employees shall attend and testify whenever required to do so by the commission, the accused, or the appointing authority.

(G) The City Administrator shall be permitted to appear in person and by counsel and to present his or her case. The City Administrator may present evidence by testimony

and documents and shall be permitted to cross-examine the employee's witnesses. At the hearing, the employee shall be permitted to appear in person and by counsel and to present his or her defense. The employee may present evidence by testimony and documents and shall be permitted to cross-examine the witnesses called by the City Administrator.

- (H) The commission may affirm the action taken if such action of the appointing authority is supported by a preponderance of the evidence. If it shall find that the removal, suspension, demotion, or discharge was made for political or religious reasons or was not made in good faith for cause, it shall order the immediate reinstatement or reemployment of such person in the position or employment from which such person was removed, suspended, demoted, or discharged, which reinstatement shall, if the commission in its discretion so provides, be retroactive and entitle such person to compensation and restoration of benefits and privileges from the time of such removal, suspension, demotion, or discharge. The commission upon such hearing, in lieu of affirming the removal, suspension, demotion, or discharge, may modify the order of removal, suspension, demotion, or discharge by directing a suspension, with or without pay, for a given period and the subsequent restoration to duty or demotion in position or pay. The findings of the commission shall be certified in writing to and enforced by the appointing authority.
- (I) If such judgment or order be concurred in by the commission or a majority thereof, the accused or governing body may appeal to the Adams County District Court. Such appeal shall be taken within forty-five days after the entry of such judgment or order by serving the commission with a written notice of appeal stating the grounds and demanding that a certified transcript of the record and all papers, on file in the office of the commission affecting or relating to such judgment or order, be filed by the commission with such court. The commission shall, within ten days after the filing of such notice, make, certify, and file such transcript with and deliver such papers to the district court. The District Court shall proceed to hear and determine such appeal in a summary manner. The hearing shall be confined to the determination of whether or not the judgment or order of removal, discharge, demotion, or suspension made by the Commission was made in good faith for cause which shall mean that the action of the Commission was based upon a preponderance of the evidence, was not arbitrary or capricious, and was not made for political or religious reasons. No appeal to such Court shall be taken except upon such ground or grounds.
- (J) If such appeal is taken by the governing body and the district court affirms the decision of the commission, the municipality shall pay to the employee court costs and reasonable attorney's fees incurred as a result of such appeal and as approved by the district court. If such appeal is taken by the governing body and the district court does not affirm the decision of the commission, the court may award court costs and reasonable attorney's fees to the employee as approved by the district court.

3-307. Elimination of positions.

All positions subject to the Civil Service Act shall be created or eliminated by the Mayor and City Council. The Civil Service Act shall not be construed to infringe upon the power and authority of the Mayor and City Council to establish the salaries and compensation of all employees employed hereunder.

3-308. Employees' salaries.

The City Finance Director, Assistant Finance Director, or other officer or employee of the City subject to the Civil Service Act shall approve the payment of or be in any manner concerned in paying, auditing, or approving any salary, wage, or other compensation for services to any person subject to the jurisdiction and scope of the Civil Service Act unless the person to receive such salary, wage, or other compensation has been appointed or employed in compliance with such act.

3-309. Reduction in force policy.

(1) Establishment. There is hereby established a reduction in force policy for all civil service employees of the City of Hastings. This policy is being adopted after having:

- (a) Considered the recommendation of the Hastings Civil Service Commission on such policy;
- (b) Given reasonable notice to each police officer and firefighter of the City of the time, date and location of a public hearing on the policy or any amendment thereto; and
- (c) Conducted the said public hearing in accordance with the notification provided to each police officer and firefighter.

(2) Factors. An employee who has successfully fulfilled the probationary period for the position that he or she holds, will be removed from the classified service only after any probationary employees in the same job classification have been removed. In the event there are no such probationary employees, or if further reduction is to occur after removal of probationary employees, then the Mayor and City Council shall consider factors, including but not limited to:

- (a) The multiple job skills recently or currently being performed by the employee;
- (b) The knowledge, skills, and abilities of the employee;
- (c) The performance appraisal of the employee including any recent or pending disciplinary actions involving the employee;
- (d) The employment policies and staffing needs of the department together with the contracts, ordinances and statutes related thereto;
- (e) Required federal, state, or local certifications or licenses;
- (f) Seniority;
- (g) Efficiency of the employee as demonstrated on the job;
- (h) Such other factors as may be determined to be relevant under the facts and circumstances of such reduction in force.

These factors may be documented or supported by employee evaluations, disciplinary actions, employee files, commendations, documented training, citizen reports, and other verifiable comments or data relevant to the factors to be considered.

(3) Weighting of Factors. Equal weight shall be accorded to each of the foregoing factors.

(4) Determination. Prior to the termination of any employment due to a reduction in force, the department head of the department in which the reduction is to occur shall meet with the Mayor and City Administrator to determine which employee or employees should be terminated, taking into consideration the factors described in Subsection (2) above.

They shall first determine the job classification in which the reduction is to occur, and then they shall apply the factors to each employee within that class, and determine which employee or employees should be terminated.

In the event an employee becomes subject to layoff in his or her classification and the Committee determines in its discretion that such employee is qualified to perform duties in a lower classification, he or she shall be permitted to take a position in such lower classification at that classification's highest rate of pay or the employee's existing rate of pay, whichever is less. Any employees in such lower classifications subjected to layoffs by virtue of the provisions of this subsection shall be laid off in accordance with the provisions of this section.

Regular full-time employees who have been laid off shall be eligible for re-employment for a period of two years thereafter, and the employer shall rehire in the reverse order of layoff; provided, such employees are otherwise qualified to perform the duties of the position.

(5) Notification. When it has been determined that an employee is to be terminated due to a reduction in force, he or she shall be notified in writing by the department head of:

- (a) the fact that his or her employment is being terminated due to a reduction in force;
- (b) the effective date of the termination;
- (c) the reason that such employee was selected for a reduction in force; and
- (d) the employee's right to appeal the action taken to the Hastings Civil Service Commission, to be represented by an attorney, and to confront and cross-examine available adverse witnesses at such hearing.

Such notice shall be delivered to the employee personally or mailed to him or her by certified mail with return receipt requested.

(6) Effective date. No reduction in force as to any employee shall be effective until 14 days have elapsed from the time such employee has been notified in writing that his or her employment is being terminated due to a reduction in force.

(7) Appeal. An employee whose employment is terminated due to a reduction in force shall have the right to appeal such action to the Hastings Civil Service Commission, which shall proceed to hear such matter as in other cases. The general rules pertaining to appeals of other matters to the Commission under this Article shall prevail. The Commission, in considering the matter, shall determine whether the department head, Mayor and City Administrator fairly and reasonably applied the factors described above and acted from honest convictions without any ill will, fraud, collusion, or other such improper motives.

3-310. Leave of absence.

The City Administrator may grant a leave of absence with or without pay to any person under Civil Service. The City Administrator shall give notice of such leave to the Commission. All appointments for temporary employment resulting from such leaves of absence shall be made from the active eligible list, if any, of the Civil Service.

3-311. Political service disregarded.

No person holding any position subject to civil service shall be under any obligation to contribute to any political fund or to render any political service to any person or party whatsoever. No person shall be removed, reduced in position or salary, or otherwise prejudiced for refusing to do so. No public officer, whether elected or appointed, shall discharge, promote, demote, or in any manner change the official rank, employment, or compensation of any person under civil service, or promise or threaten to do so, for giving, withholding, or neglecting to make any contribution of money, services, or any other valuable thing for any political purpose.

3-312. Violations, penalty.

Any person who shall willfully violate any of the provisions of the Civil Service Act or this Chapter shall be guilty of a Class IV misdemeanor and prosecuted either as an ordinance violation or as a violation of State law.

SECTION 3. That any ordinance or provision passed and approved prior to the passage of this ordinance, and in conflict with its provisions, is hereby repealed.

SECTION 4. This ordinance shall take effect and be in full force from and after its passage, approval and publication in pamphlet form, said effective date being the ____ day of _____, 2019, and this ordinance shall be included in the Hastings City Code Book.

PASSED AND APPROVED by the Mayor and City Council of the City of Hastings, Nebraska, this _____ day of _____, 2019.

ATTEST:

Mayor

City Clerk

(S E A L)

APPROVED TO FORM:

City Attorney

Department: City Administrator
Staff Contact: Dave Ptak, Lori Hartman
Council Meeting Date: 10/14/2019

AGENDA ITEM SUMMARY SHEET

Description of Item:

Approval of Resolution No. 2019-48 approving the Hastings Employee Handbook

Names of People/Business affected by this action:

City employees

Why Council action is required:

Resolutions are required to be approved by the Mayor and City Council to become effective

Type of action requested:

Resolution

Suggested motion:

Move to adopt Resolution No. 2019-48 approving the Hastings Employee Handbook

Deadlines associated with action:

This is a companion to Ordinance No. 4609 and will become effective on the date the ordinance becomes effective which is 15 days after its passage

Department head comments:

Recommend approval

City Administrator comments:

Recommend approval - this has been a well-vetted document through an employee committee made up of HU and City employees, the HU leadership, and the City's department heads. Kudos are appropriate to all those employees who worked together on putting this handbook together.

RESOLUTION NO. 2019-48

WHEREAS, the Mayor and City Council of the City of Hastings, Nebraska have the duty of setting forth the policies and procedures to be followed in personnel administration for the City of Hastings; and

WHEREAS, the Mayor and City Council are desirous of providing a comprehensive resource articulating policies related to personnel administration for the City of Hastings;

NOW, THEREFORE, in consideration of the foregoing recitals, the Mayor and City Council of the City of Hastings, Nebraska, hereby adopt the following resolution:

BE IT RESOLVED by the Mayor and Council of the City of Hastings, Nebraska, as follows:

Section 1. The Mayor and Council hereby approve the City of Hastings Employee Handbook, a copy of which is attached hereto, setting forth the rules, regulations, policies and procedures that shall be utilized in personnel administration by the City of Hastings, Nebraska.

Section 2. That the effective date of this resolution shall be fifteen days after the date upon which Ordinance 4609, which Ordinance repeals and reenacts Chapter 3 of the Official City Code of the City of Hastings, is adopted and becomes effective as set forth in Nebraska Revised Statute 19-3701.

PASSED AND APPROVED this ____ day of _____ 2019.

ATTEST:

Mayor

City Clerk

[S E A L]

Approved as to form: _____
City Attorney



City of Hastings Employee Handbook



EMPLOYEE HANDBOOK

CITY OF HASTINGS NEBRASKA PERSONNEL RULES

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CITY OF HASTINGS NEBRASKA PERSONNEL RULES

ARTICLE I - General Provisions

Purpose of rules

It is the purpose of these rules to set forth the principles, powers and procedures to be followed by the City of Hastings in the administration of personnel. Personnel administration in all aspects shall be based on the principles of merit and equal opportunity employment. It is the policy of the City that it will not discriminate against individuals in employment or provision of services because of race, national origin, age, gender, sexual orientation, religious or political opinions or affiliations, marital status, veteran status, physical or mental handicap, or family status. The personnel management system of the City of Hastings, of which these rules are a part, is designed to bring to the City a high degree of understanding, cooperation, efficiency and unity through systematic, uniform application of modern personnel practices. The objectives of these rules include the following:

- (1) to inform employees of their rights and obligations in relation to their employer;
- (2) to inform department heads and other supervisors of their obligations toward and their rights to assign and instruct subordinate employees;
- (3) to insure compliance with applicable laws;
- (4) to promote and increase efficiency, responsiveness to the public, and economy to the City;
- (5) to provide fair and equal opportunity for qualified persons to enter and progress in their employment with the City based on merit and fitness as ascertained through fair and practical personnel rules and regulations;
- (6) to enhance the attractiveness of a career with the City and encourage employees to give their best efforts to the City and the public.

Adoption of rules

These rules shall be approved by the Mayor and City Council, whereupon any conflicting rules, regulations, policies and procedures previously adopted shall be superseded to the extent of the conflict, except for the Police Department and Fire and Rescue Department's General Orders and Standard Operating Procedures or anything that is required by State or Federal Law.

Definitions

Whenever in this chapter the following terms are used, they shall have the meanings respectively ascribed to them in this section.

- (1) Appointing Authority. The term "appointing authority" means the officer or any person having legal authority to make appointments to positions.
- (2) Appointment. The term "appointment" means the designation of an applicant for a position who meets the qualifications for the position they are being appointed to.
- (3) Benefits. The term "benefits" includes vacation, Sick Leave, holidays, and health insurance, but shall not include retirement benefits. The right of employees to retirement benefits or pensions shall be governed under Chapter 4 of the Hastings City Code.

(4) Demotion/Reduction. The term "demotion" means the movement of an employee from a position to a different position having a lower maximum salary rate as set forth in the current City Salary Schedule.

(5) Department. The term "department" means a major operating functional unit of City government.

(6) Department Head. The term "department head" means the officially appointed head of any department.

(7) Employee. The term "employee" means persons appointed to a position with the City.

(8) Full-time Employee. The term "full-time employee" means an employee who has been appointed to a position in the City Service that requires a minimum of 40 hours per week (2,080 hours in a fiscal year).

(9) Grievance. The term "grievance" shall mean a complaint by an employee alleging a violation of City ordinances, personnel rules, disciplinary actions, or any other condition of employment on the part of one or more representatives of the City.

(10) Immediate Family. For the purpose of these rules, the term "immediate family" is defined to be spouse, child, parent, sibling, grandparent and grandchild, including in-law and step or one-half relationships.

(11) Intern. The term "intern" means an employee appointed where the employment is expected to be limited to a length of time not to exceed six (6) months and is tied to an area of study with an accredited educational institution.

(12) Moral Turpitude. The term "moral turpitude" means conduct that is considered contrary to community standards of justice, honesty, or good morals, such as conduct which has an inherent quality of baseness, vileness, or depravity with respect to a person's duty to another person or to society in general.

(13) Overtime. The term "overtime" generally means authorized time worked in excess of 40 hours in a seven day period as defined by the Fair Labor Standards Act.

(14) Part-time Employee. The term "part-time employee" means an employee who works less than 30 hours per week (1,560 hours in a fiscal year). No part-time employee may work over 1,560 hours per year.

(15) Pay Period. The term "pay period" means payroll payments normally made to employees on a bi-weekly basis.

(16) Pay Scale. The term "pay scale" means the 8-step progression of salary attached to the position to which the employee is employed.

(17) Probationary Period. The term "probationary period" means a working test period during which an employee, newly appointed from an eligible list, is required to demonstrate his fitness for a position to which said employee is appointed by actual performance of the duties of the position.

(18) Promotion. The term "promotion" means the movement of an employee from a position to another position having a higher maximum salary rate as set forth in the current City Salary Schedule.

(19) Seasonal Employee. The term "seasonal employee" means an employee appointed where employment is expected to be of a seasonal nature and it is expected that the services of such persons will be no longer necessary at the close of the season for which they have been appointed.

(20) Shift Worker. The term "shift worker" means an employee who is consistently scheduled to work outside of a Monday through Friday schedule, and excludes employees who work at the Library, Museum and Landfill.

(21) Step pay. Step pay refers to the eight (8) steps of pay associated with the City of Hastings salary schedule.

(22) Supervisor. The term "supervisor" means any person responsible to a superior for directing the work of others, as well as evaluating them. The term "supervisor" may include positions titled as Department Heads, Directors, Superintendents, or Supervisors.

(23) Temporary Employee. The term "temporary employee" means an employee appointed to a position for a specific purpose and limited length of time not to exceed three (3) months.

(24) Transfer. The term "transfer" means the movement of an employee from one position to another position of the same class or another class having the same maximum salary rate involving the performance of similar duties and requiring essentially the same basic qualifications.

(25) Vacancy. The term "vacancy" means a duly created position which is not occupied and for which funds have been provided.

(26) Veteran. The term "veteran" means: (a) A person who served full-time duty with military pay and allowances in the armed forces of the United States, except for training or for determining physical fitness, and was discharged or otherwise separated with a characterization of honorable or general (under honorable conditions); or (b) The spouse of a veteran who has a one hundred percent permanent disability as determined by the United States Department of Veterans Affairs;

(27) Work Day or Working Day. The term "work day or working day" means the period of time during which a department is open for business or a 24-hour period within which an employee is scheduled to work. A typical work day is 8 hours for most employees except for those employees defined as shift workers.

(28) Work Week. The term "work week" means the number of hours regularly scheduled to be worked starting on Sunday and ending on the following Saturday. A typical work week is 40 hours for most employees except for those employees defined as shift workers.

Applicability

All City employees, other than those employees covered under Chapter 3 of the Hastings City Code, shall be governed by and subject to the provisions of these rules. Excluded are all elected officials, persons appointed to advisory and administrative boards and commissions.

Discrimination prohibited

Discrimination against any person in recruitment, selection, appointment, classification, compensation, duty assignment, work schedule, working conditions, leave authorization, training, promotion, discipline, retention, or any other aspect of personnel management because of political or religious opinions or affiliations or because of race, national origin, age, gender, sexual orientation, religious or political opinions or affiliations, marital status, veteran status, physical or mental handicap, or family status is prohibited. Discrimination on the basis of age, sex or disability is prohibited except where specific age, sex or physical requirements constitute statutory or other bona fide occupational qualifications necessary for proper and efficient administration.

Conflict with collective bargaining agreement

In the case of conflict between the terms of these rules and the provisions of a valid negotiated collective bargaining agreement, the terms of the agreement shall govern as it relates to those employees in the particular collective bargaining unit.

Powers and duties -- Mayor and City Council.

The Mayor and City Council shall have the following duties:

- (1) To provide for the compensation of employees.
- (2) To create all places of employment and positions.
- (3) To adopt Personnel Rules for employees and make amendments thereto from time-to-time.

Powers and duties -- Department Heads and Directors.

Department heads and Directors shall have the following duties:

- (1) To appoint employees in their departments other than police and fire.
- (2) Police and Fire department heads shall recommend the appointment of employees in their respective departments to the City Administrator.
- (3) To make any reasonable written rules and regulations concerning employees and employment in their departments consistent with these personnel rules. Any such written rules shall be dated and provided to all employees in the department involved.
- (4) To exercise all disciplinary powers allotted to them including, but not limited to the following, subject however to the appeal process and grievance procedure provided in these rules.
 - (a) Verbal reprimand.
 - (b) Written reprimand.
 - (c) Transfer.
 - (d) Demotion.
 - (e) Suspension.
 - (f) Discharge.
- (5) To do written evaluations of employees in a systematic fashion on an annual basis and as otherwise required.
- (6) To respond to written grievances.

Power of Superintendents and Supervisors

Superintendents and Supervisors shall have the following duties:

- (1) To exercise all disciplinary powers allotted to them including, but not limited to the following, subject however to the appeal process and grievance procedure provided in these rules.
 - a. Verbal reprimand.
 - b. Written reprimand.
 - c. Recommend Transfer.

- d. Recommend Demotion.
- e. Recommend Suspension.
- f. Recommend Discharge.

(2) To do written evaluations of employees in a systematic fashion on an annual basis and as otherwise required.

(3) To respond to written grievances.

Duties of all officers and employees.

It shall be the duty of all officers and employees of the City to aid, in all proper ways, the carrying out of the provisions of these rules.

ARTICLE II. Employment Classification

Current Employment classifications retained

Position classifications known as job descriptions, now in effect, shall remain in effect until they have been reviewed and revised as part of the evaluation process.

Position Classifications

Position classifications shall specify the following:

- (1) Minimum requirements to be eligible for probationary appointment including, but not limited to, education, training, residence, experience, knowledge, skills, abilities, physical and mental fitness, licenses and certification, and minimum passing examination scores, if applicable.
- (2) Minimum requirements to be eligible for regular appointment.
- (3) Position essential job functions.
- (4) Whether or not a position:
 - (a) involves regular/full-time employment;
 - (b) involves regular part-time employment;
 - (c) involves seasonal employment;
 - (d) involves temporary employment;
 - (e) Involves a response time requirement. Employees who are in positions that require a response time, must meet the response time requirement by the end of their probationary period.

Position Classification plan -- Use of titles

The Position Title shall be the official title of every position for the purpose of personnel actions and shall be used on all payrolls, budget estimates, and official records and reports relating to the position.

Age requirement

- (1) All applicants for positions with the City shall not be less than 15 years of age or as otherwise in compliance with state or federal regulations for specific positions.
- (2) All applicants for entrance level commissioned positions in the Police and Fire Departments shall be not less than twenty-one (21) years of age for police positions and eighteen (18) years of age for fire positions.

(3) No person shall be rehired as a regular full-time or part-time employee by the City who has retired from City of Hastings employment except when it is in the best interests of the City, the retiree may be re-employed on a seasonal, part-time, or contract basis for a specified period of time upon the request of the appointing authority and approval of the City Administrator.

Position Classification - Amendment

Any City employee may initiate a request to have their position/job description reviewed. The Director of Human Resources shall make the necessary investigation of any such request as well as make position classification studies when appropriate. If the Human Resource Director finds that substantial changes in organizational structure, position creation, position duties, or other pertinent conditions make necessary the position classification to be amended, he/she shall recommend such amendment to the City Administrator. The City Administrator shall review and decide upon such recommendations.

Position Classification – Position allocations

The Director of Human Resources shall be charged with the responsibility for administering the position classification so that it will reflect the true situation in respect to each position/job description.

(1) New Positions. Whenever a department head desires to add a position, a notice of such proposed action together with a description of the new position shall be submitted to the Director of Human Resources who shall review the description of the new position and submit the description of the new position and their recommendation concerning whether the position should be authorized to the City Administrator. The City Administrator shall review the recommendation and either approve or deny the position and shall notify the Director of Human Resources and department head of their decision.

(2) Reallocation/Reorganization. Whenever a department head desires to make any permanent and substantial change in the duties or responsibilities of a position within their department, the proposed change shall be submitted in writing to the Director of Human Resources. The Director shall investigate and make a recommendation of the reallocation or reorganization to the City Administrator. The City Administrator shall decide upon the reallocation or reorganization and notify the Director of Human Resources and the department head. The Director of Human Resources may, upon their own initiative or at the request of a department head or an employee, study the duties of any position or positions to review reallocations or reorganizations and make recommendations to the City Administrator for reallocation or reorganization.

(3) Effect of Reallocation/Reorganization. An employee occupying a position which has been reallocated or reorganized shall continue in the position only if they possess the qualifications requisite for such a position. In any case, where an incumbent employee is ineligible to continue in the position and is not transferred, promoted, or demoted, the layoff provisions of these rules shall apply.

ARTICLE III. Compensation and Leaves

Compensation

The Mayor and City Council shall establish compensation ranges at least annually for all employees based on comparability as set forth in Chapter 48 of the Nebraska Revised Statutes as the same may be from time to time amended.

Wages

(1) When an employee is promoted to a position having a higher pay scale, their rate of pay shall be determined as follows:

(a) If the current salary received in the lower position's pay scale is below the minimum step of the new higher position's pay scale for the position to which they are promoted, their rate of pay shall be increased to the minimum of the new higher position's pay scale.

(b) If the current salary received in the lower pay scale falls within the pay scale and below the maximum pay step for the position class to which they are promoted, their pay shall be set at a rate which is at least one step above their present salary in the pay scale of the new position to which they are promoted.

(2) When an employee is demoted, their rate of pay shall be determined as follows:

(a) If the current salary received in the higher position's pay scale is more than the maximum of the pay scale of the position to which they are demoted, their salary shall be reduced to the maximum rate of the lower position's pay scale.

(b) If the current salary received falls within the pay scale of the lower position to which they are demoted, their rate of pay shall remain unchanged.

(3) When an employee transfers between positions, having the same pay scale, their rate of pay shall remain unchanged.

(4) The reallocation/reorganization of a position shall affect an employee holding the position the following will apply:

(a) When a position is reallocated or reorganized to a position with a higher pay scale, the provisions governing rate of pay on promotion shall be used to set the salary of the incumbent.

(b) When a position is reallocated or reorganized to another classification of the same pay scale, the salary of the incumbent shall remain unchanged.

(c) When a position is reallocated or reorganized to a classification with a lower pay scale, the provisions governing the rate of pay for a demotion shall be used to set the salary of the incumbent.

(5) Notwithstanding the foregoing, the City Council may, upon the recommendation of the City Administrator, establish the salary of any promoted, transferred, or reallocated/reorganized employee to a step higher than that provided in subsections (1), (3), and (4) above.

Step pay increase

(1) A step pay increase is positive recognition of increased effectiveness in performing the duties of a position. If an employee's value in a position continually increases as evidenced by greater production, improved judgment, and increased initiative, recognition may be made by means of an increase in pay.

(2) Step pay increases shall be reviewed at the time of each employee's annual performance evaluation. The employee's performance evaluation shall be considered as one of the factors used by the appointing authority in determining whether a step pay increase should be granted or not.

(3) The date on which an employee shall be considered eligible for a one (1) step proficiency pay increase shall be determined as follows:

(a) The employee shall complete twelve (12) consecutive months at their current step in order to be eligible for the next higher step.

(b) If the employee has been promoted to a position having a higher pay grade, their date of eligibility shall be the effective date of promotion.

(d) Any deviation requested by a department head from this procedure shall require approval of the City Administrator.

(4) In order to provide an orderly method of granting pay increases, each position shall be assigned pay ranges. The pay ranges shall consist of a series of steps, each of which identifies the dollar amount to be used in determining a step pay increase. When receiving a step pay increase, an employee's pay rate shall move from their current step of the pay range to the next higher step until the employee has reached the maximum step for that position; provided, however that each employee has met the time requirements specified above and has received a positive performance evaluation.

(5) Notwithstanding the foregoing, the City Administrator may, upon the request of a department head, establish the salary of any promoted, transferred, or reallocated employee to a step higher than that provided in subsections (1), (3) and (4) above.

Vacation Leave

(1) All full-time employees and those part-time employees who qualify shall be entitled to vacation leave. Seasonal and temporary employees shall not be entitled to vacation leave.

(2) Vacation leave shall accrue to full-time employees based on years of service. The rate of accrual for full-time employees is as follows:

(a) Employees with less than five years of service shall accrue vacation leave at a rate of 6 2/3 hours each month (80 hours per year).

(b) Employees with at least five years of service, but less than 15 years of service, shall accrue vacation leave at a rate of 10 hours each month (120 hours per year).

(c) Employees with fifteen years of service or more, through the duration of their employment, shall accrue vacation leave at a rate of 13 1/3 hours each month (160 hours per year).

(3) See section on part-time employees to determine vacation leave available to part-time employees.

(4) Accrued vacation leave shall be used by employees in the form of paid vacation. No employee shall be paid for unused/forfeited vacation leave over their maximum vacation leave carryover amount.

(5) An employee can only use the amount of vacation leave that they have accrued.

(6) An employee may carryover up to two times their annual allowance for vacation leave based on their number of years of employment, except for Department heads. Department heads may accrue up to 1,060 hours of vacation. Employees carrying over the maximum carryover shall still accrue vacation leave, but the accrued vacation leave above the maximum carryover shall be treated on a use it or lose it basis. The City Administrator may, upon the written request of the employee and with the recommendation of that employee's department head, extend the period within which any accumulated vacation leave over the maximum carryover must be taken when it appears that the

(7) employee will not be able to take the accumulated vacation leave within the prescribed time limit due to work-related circumstances beyond the employee's control.

(8) Each employee shall apply to their department head for use of vacation leave. The department head shall give consideration to each employee's vacation leave request. Scheduling vacation leave, except when based on seniority shall be based on a first come, first served basis. Each department head shall make a reasonable effort to accommodate employee vacation leave requests while taking into account the staffing requirements of their department.

(9) The minimum period of vacation leave shall be 15 minutes.

(10) An employee who transfers from one department to another shall retain their accrued vacation leave.

(11) Any employee who has accrued vacation leave shall be entitled to payment for their accrued vacation leave that they are eligible for at the rate of pay they are receiving at the time of their separation or retirement.

(12) Vacation leave shall be accrued for any month in which an employee is in pay status for more than half of that month. Employees starting their employment on or after the 16th of the month, or who terminate their employment on or before the 15th of the month, shall not be eligible to accrue vacation leave for that month.

Sick Leave

(1) Sick Leave with pay shall be provided to employees for the purpose of providing an economic cushion, and the accumulation of Sick Leave shall be allowed for the purpose of enabling an employee to be protected economically in the event of a major illness or lengthy absence from employment for a medical reason.

(2) All full-time employees shall be entitled to Sick Leave. Full-time employees shall accrue Sick Leave at the rate of eight (8) hours per month of employment. Employees may accrue up to one thousand sixty (1,060) hours of Sick Leave. Seasonal and temporary employees shall not be entitled to Sick Leave.

(3) See section on part-time employees to determine Sick Leave available to part-time employees.

(4) Sick Leave shall be accrued for any month in which an employee is in pay status for more than half of that month. Employees starting their employment on or after the 16th of the month or who terminate their employment on or before the 15th of the month shall not be eligible to accrue Sick Leave for that month.

(5) An employee may use Sick Leave hours for sickness or injury; for physical, mental, dental or optical examination or treatment. Additionally, an employee may use Sick Leave when it is medically necessary for the employee to be with an immediate family member.

(6) An employee who is absent shall inform their immediate supervisor of their use of Sick Leave and the reason therefore as soon as possible.

(7) The supervisor will notify Human Resources regarding an absence of an employee of three (3) days or more, which could trigger an FMLA event. A doctor's note may be required by the supervisor or Human Resources, prior to returning to work.

(8) Compensation for Sick Leave shall be made during the pay period it is taken at the same rate of pay the employee would otherwise be entitled to at their current rate of pay and work schedule without the

(9) inclusion of any overtime factor. Use of Sick Leave shall not be counted as time/hours worked for the purpose of determining overtime.

(10) At no time shall an employee be allowed more Sick Leave than they have accumulated; however, an employee may use vacation leave, if they have a balance of vacation leave, or apply for leave without pay. Either or both may be authorized by their department head when an employee has exhausted their Sick Leave. The City does not allow an employee to donate Sick Leave to other employees.

(11) An employee on Sick Leave, due to illness or injury of an immediate family member of the employee, may be required to produce a doctor's statement, if requested to do so by the Director of Human Resources or the employee's department head.

(12) The use of Sick Leave with pay is a privilege. Abuse of Sick Leave can result in disciplinary action.

(13) Employees injured on the job who are eligible to receive worker's compensation disability payments will receive full pay from the City for the duration of their injury. Upon receiving payment from the worker's compensation carrier, any and all checks will be signed over and turned in to the Finance Department. Employee benefits will continue to be deducted from the City paycheck the employee is receiving.

(14) If you are injured at work, you will be paid for any time away from work for the first doctor appointment. You will also be paid through the end of your regular work day or shift, if you are unable to complete your work day or shift on the date of injury or after the first doctor appointment.

(15) For any subsequent doctor/physical therapy appointments, you must cover time off with leave time, until you have no leave time remaining. At that point, time without pay will be used. In addition, you may use flex time so you do not have to use leave time for scheduled doctor/therapy appointments. You are encouraged to schedule appointments at times that cause the least interference with your work day or shift, such as early mornings, lunch times, or at the end of the work day or shift. If you require a substantial amount of time away from work to receive medical care, the City's worker's compensation insurance carrier will be notified and be involved in considering the appropriate treatment for your injury that will result in minimal time away from work.

(16) The minimum period of Sick Leave shall be 15 minutes.

(17) An employee who transfers from one department to another shall retain their accrued Sick Leave.

(18) Employee illness or incapacity arising from pregnancy or maternity shall be treated for leave purposes as an illness or incapacity due to other causes. An employee shall expend accrued Sick Leave while such employee is unable to perform her duties because of such pregnancy, as verified by a physician's statement. Prior to the seventh month of pregnancy, the employee shall provide her supervisor with a statement from her physician indicating the due date. When the employee again is able to perform her duties, she shall obtain a physician's certification of her fitness to return to work. Said certificate shall be given to the Human Resources office.

(19) As set forth above employees are not be allowed to accumulate more than one thousand sixty (1,060) hours of Sick Leave. On the second pay day of January in each year, all employees who are not members of a collective bargaining unit, and who have accumulated more than one thousand sixty (1,060) hours of Sick Leave shall be paid for twenty-five percent (25%) of any unused accrued Sick Leave over and above the one thousand sixty (1,060) hours which may be carried over to the next calendar year. Every employee who is a member of a collective bargaining unit shall be paid annually for unused accrued Sick Leave in the manner and to the extent provided in their collective bargaining agreement.

(20) Upon termination of employment, an employee who has been employed by the City shall be compensated for their accumulated Sick Leave as follows:

(a) If employed for a period of not less than ten (10) continuous years, but not more than twenty (20) continuous years, the employee shall be paid twenty-five percent (25%) of the employee's accumulated Sick Leave.

(b) If employed for a period of twenty (20) continuous years or more the employee shall be paid fifty percent (50%) of the employee's accumulated Sick Leave.

(c) In the event an employee dies while employed by the City, the employee's estate or heirs at law shall receive payment for fifty percent (50%) of the deceased employee's accumulated Sick Leave as of the time of their death, regardless of their number of years of service.

Employees may not take time off without pay if they have paid time off options available.

Time Records for Hourly Employees

Hourly paid employees' time must accurately be recorded for all hours worked. Hourly paid employees will receive overtime pay in accordance with the City's Overtime Policy, federal law, and applicable state laws.

Pay for Hourly Employees (Non-shift workers)

All City positions directly connected to the utility functions of electrical production and distribution, gas distribution, and water, sewer, and wastewater services would be calculated on the basis of overtime being applied over 8 hours worked in a day. Actual time worked, vacation time, and holidays would be counted as time worked.

Overtime

Overtime for all City positions not directly connected to the foregoing utility functions would have overtime calculated on the basis of 40 hours in a seven-day work week. Actual time worked, vacation time, and holidays would be counted as time worked.

If you are eligible for holiday pay and work on a scheduled holiday, you will receive time and one-half for normal shift hours worked, in addition to your holiday pay. (Refer to Holiday Pay section, if applicable.)

Employees are not to do any work prior to the shift start, or after the shift ends, without permission from the supervisor. You must have permission, or notify your supervisor, so time can be properly approved and recorded. Failure to comply with this rule can also subject employees to discipline. In general, employees should not be in their work hours prior to the start of their shift.

Falsification of a time record is a breach of City policy and grounds for disciplinary action up to and including termination.

In the event an emergency occurs during an employee's regular day hours which causes the employee to work past the end of their normal working day, the employee will be entitled to overtime pay for the hours worked past the end of their normal working day.

If an emergency occurs outside of an employee's normal work day, see section on Guaranteed Two-Hour Call-In Pay.

Comp Time

Employees may choose to take their hours worked in excess of 40 in a work week (8 hours in a day for utility operation departments), in the form of comp time, rather than overtime. This must be agreed to by both the employee and their supervisor. Comp time is accumulated at one and one-half hours for every hour worked in excess of 40 in a work week (8 hours in a day for utility operation departments).

The maximum number of comp time hours that may be accrued is 96 hours. All overtime hours worked, whether planned or emergency, may be taken as comp time, as long as both employee and supervisor approve.

Guaranteed Two Hour Call-In Pay

Employees who are called in outside regular working hours will be guaranteed at least two hours of Call-In pay. If Call-In occurs within 2 hours of the start time of the employee's normal work day, the employee shall be paid overtime for the time worked up until the start of the employee's normal work day.

If an employee is called out again before the two-hour period has expired, the hours worked are not subject to additional call-in pay.

Hours worked for emergencies/call outs that extend through the lunch hour, or past normal working hours will be paid as overtime, or comp time, as long as both employee and supervisor approve. Supervisors are encouraged to be flexible with work hours when employees work through lunch hours.

Employees will be paid time and one-half for all hours.

Pay for Salaried Employees

Salaried employees are expected to work a minimum of 40 hours each work week. A salaried employee who is absent from work for a full day (minimum of 8 hours) is required to take leave unless the absence is pre-approved by their supervisor. A salaried employee who has worked a reduced or intermittent work schedule under the Family Medical Leave Act (FMLA) shall have their salary converted to an hourly rate during the time they are on an intermittent or reduced-workweek. A salaried employee who has exhausted all their accrued leave and who is absent from work shall have their salary converted to an hourly rate and paid only for actual time worked.

Stand-by Pay

Stand-by pay shall be at the discretion of each department head. Due to the diversity of services provided citizens by the City of Hastings, Department heads shall implement a stand-by employee system by electing one of the two following methods. Department Heads shall notify the Director of Human Resources and City Administrator of their selected method or of any change to the selected method. The two methods are: (1) if an employee has a duty truck responsibility and/or department phone responsibility, the employee will be paid one (1) hour of regular pay for each 24-hour day they have the truck/phone responsibility. Stand-by pay under this method does not count toward overtime pay. An employee may request one hour of comp time for every 24 hours, instead of one hour of regular pay. (2) The implementation of a call list whereby the department head has set up the priority and progression of how the call list is organized and operates. An employee on the call list who responds shall be eligible for Guaranteed Two Hour Call-in Pay.

Working Hour Guidelines

Upon completion of sixteen (16) consecutive hours worked, or 16 hours in any 24 hour period, the employee shall be entitled to an eight (8) hour rest period. The sixteen (16) hours is a guideline and may be extended depending on work circumstances, although twenty-four (24) consecutive hours will not be exceeded. If the rest period falls within regular work day hours, the employee shall be paid for those hours at their regular rate of pay. Rest period hours will count towards an employee's 40 hour work week. On call duties may also be switched to another available employee when appropriate to not interfere with a rest period.

Meetings and Training

All time spent in work-related meetings is compensable and must be recorded.

As a general rule, all time spent at training programs is compensable unless **all four** of the following criteria are met:

- (1) Attendance is outside the employee's regular working hours;
- (2) Attendance is voluntary;
- (3) The course or meeting is not directly related to the employee's job; and
- (4) Employee does not perform any productive work during attendance.

Any questions concerning compensable time should be directed to the Human Resources Department.

Travel time Pay

(1) Travel to and from home. Employees' time spent traveling from their homes to their workplace before the start of the workday or traveling from their workplace to their homes after the workday is over is not compensable.

(2) Travel from one workplace to another during the same workday. An employee traveling from one workplace to another during the same workday is counted as hours worked. This would include time spent traveling from a central meeting place to a final work location.

As an example if an employee is required to meet at a central meeting place and then dispatched or sent to a worksite, the employee would count as time worked the time traveling from the central meeting place or to the worksite. The same would be true for an employee traveling between two or more worksites during the same workday. An employee may not count as time worked the time spent for time traveling home from a worksite after the workday is over if the employee is not required to return to the central meeting place.

(3) Travel to another City on one-day assignments. An employee traveling to another City in the same workday may count as time worked the time spent traveling to another City.

(4) Travel that keeps an employee away from home overnight. An employee who is required to travel away from their home and that travel spans more than one workday shall be able to count the actual time spent traveling as time worked.

Mileage Reimbursement

Employees traveling in their personal vehicles for authorized or approved training or other events shall be paid mileage based on the then applicable mileage reimbursement rate approved by the Internal Revenue Service. Employees are encouraged to use a City vehicle if available instead of their personal vehicle for authorized or approved travel. Employees are also encouraged to carpool if more than one employee is attending an authorized or approved training or event; provided, however only the driver if their personal vehicle is used would be entitled to mileage reimbursement.

Meal Reimbursement

(1) Employees who travel and return home the same day shall not be reimbursed for meals while traveling.

(2) Employees who travel and stay overnight before returning home shall be reimbursed for meals based upon the federal General Service Administration's (GSA) per diem rates then currently in effect for the location the employee travels to. These per diem rates can be ascertained by going to the GSA

website at <https://www.gsa.gov/travel/plan-book/per-diem-rates/mie-breakdown>. The GSA adjusts the rates each calendar year. The rate for each meal is the maximum that will be allowed, and charges for alcoholic beverages will not be reimbursed. If your trip includes meals that are already paid for by the City (such as through a registration fee for a conference), you will not be entitled to reimbursement for those meals. If an employee's travel last more than one overnight stay, the maximum amount for meals that will be reimbursed is calculated at 75 percent for the first and last day of travel.

Education Reimbursement

Employees who are interested in furthering their education may be eligible for tuition, books and fee reimbursement at 100 percent. All full time employees are eligible at the end of their probationary period; classes must be taken on an employee's own time at an accredited college or university, and must be relevant to their current, or a potential, job within the City. A grade of "C" or higher must be obtained in order to qualify for reimbursement. There is an annual cap of 12 credit hours with a maximum of six hours per semester; however, this may not apply to non-traditional cohort programs and an exception may be made for them. All reimbursements are subject to funds budgeted. An employee must work for the City for two years from the date of their last reimbursement or else they must pay back 100% of all amounts reimbursed; military active duty extends the two-year period. An employee should receive approval from their supervisor prior to signing up for the program/class to ensure funds have been budgeted.

Donation of Time

The City does not allow an employee to donate Sick Leave, vacation or comp time to other employees.

Funeral Leave

(1) When an employee is absent from work because of the necessity of arranging for and/or attending the funeral of a member of his immediate family, they shall be allowed up to 24 hours paid leave, provided that:

- a. The employee is on the active payroll on the date of the death of the member of their immediate family;
- b. The employee notifies their immediate supervisor of the purpose of their absence as soon as practical.
- c. Leave may be extended beyond the 24-hour leave period where the employee attends the funeral at a location where the reasonable time for travel extends the absence beyond the day of such funeral;
- d. If the employee requests additional time off, and the employee's department head approves such request, leave in excess of three days may be charged against the employee's Sick Leave.

(2) An employee who serves as a pallbearer for a service not covered under funeral leave, may take up to four (4) hours of Sick Leave with pay.

Holidays

(1) The following days are hereby declared holidays for all City employees, except those covered by collective bargaining agreements, and as otherwise provided: New Year's Day, Dr. Martin Luther King Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, the Friday after Thanksgiving, ½ day Christmas Eve, Christmas Day, and 3 days floating holidays. The following special rules apply:

- a. Solid Waste, Museum, Library, and Utility departments may substitute one or more floating holidays for designated holidays to accommodate their hours of operation.
- b. A holiday for a shift worker shall be paid on the basis of 8 hours unless otherwise provided in these personnel rules.
- c. Holidays for employees covered by a collective bargaining agreement shall be covered in their collective bargaining agreement.
- d. Anyone who works during the November and December holidays may bank floating holiday hours. These may be carried over until April 1 of the following calendar year. If their work schedule does not allow an employee to use these hours by April 1, these hours will be paid out.

(2) When a holiday is on a Saturday, employees shall be given the immediately preceding Friday off. When a holiday is on a Sunday, employees shall be given the immediately following Monday off. When Christmas Day is on a Monday, employees shall be given the ½ day Christmas Eve holiday on the preceding Friday. Provided that the Solid Waste, Museum, Library, and Utility departments may substitute one or more floating holidays for designated holidays to accommodate their hours of operation.

(3) Full-time employees shall be paid for holidays. Seasonal and temporary employees shall not be paid for holidays.

(4) See the section on part-time employees to determine what the holiday provisions are for part-time employees.

(5) Eligible employees who are shift workers, and who work the actual holiday, shall receive that shift's pay computed at time and one-half for working the holiday, in addition to eight hours of holiday pay. Those shift workers who do not work on the holiday shall receive an additional eight (8) hours pay at straight time. Holiday hours count toward hours worked.

(6) An employee shall forfeit his right to payment for any holiday if they are on leave without pay on the last regular working day preceding such holiday or on the next regular working day following such holiday.

Jury duty pay

Any employee who is summoned to serve on a jury is entitled to their regular pay in addition to any pay received for jury service.

Military leave

The City complies with the Uniformed Services Employment and Reemployment Rights Act (USERRA) All employees who are members of the National Guard, Army Reserve, Air Force Reserve, Naval Reserve, Marine Reserve, and Coast Guard Reserve, shall be entitled to a leave of absence from their respective duties, without loss of pay, on all days during which they are employed with or without pay under the orders or authorization of respective competent military authority while in the active service of the state or of the United States. Military leave shall not exceed fifteen (15) working days in any one calendar year. Military leave shall be in addition to the employee's regular annual leave.

Article IV. Family Medical Leave

INTENT – FAMILY AND MEDICAL LEAVE

The City of Hastings understands the importance of family issues to today's work force. The City also recognizes that more of its employees than ever before face conflicting demands of family obligations and work. Because employees may find it necessary to take leave from their jobs for a temporary period to address certain family responsibilities or their own serious health conditions, and in order to comply with Family and Medical Leave Act (FMLA), the City of Hastings hereby establishes its family and medical leave procedures.

Definitions

- a. "Family member" is defined in the FMLA and the procedures to include the employee's spouse, son, daughter or parent (but not a parent "in-law"). A "son" or "daughter" is any child under 18 who is the biological child of the employee, who is adopted by the employee, is the stepchild, legal ward or foster child of the employee, or whom the employee supervises on a day-to-day basis and for whom the employee is financially responsible. A "son" or "daughter" is also a child over 18 who is incapable of self-care because of a mental or physical disability. A parent is any individual who assumed day-to-day and financial responsibility for employee when the employee was a child. The City will not permit leave under this procedure to care for individuals who are not "family members," unless state law requires otherwise.
- b. "Serious health condition" is defined as an illness, injury, impairment or physical or mental condition that involves a period of incapacity or treatment following in-patient care in a hospital, hospice, or residential medical care facility; a period of incapacity requiring more than three days' absence from work and continuing treatment by a health care provider: or continuing treatment by a health care provider for a chronic or long-term health condition that is so serious that, if not treated would likely result in incapacity of more than three days; or continuing treatment by or under the supervision of a health care provider of a chronic or long-term condition or disability that is incurable; or pre-natal care.
- c. A "health care provider" is any doctor of medicine or osteopathy, podiatrist, optometrist, and nurse practitioner, or nurse midwife performing within the scope of their practice as defined under state law. Christian Science practitioners and Chiropractors are health care providers to the extent defined under regulations issued by the U.S. Department of Labor.

General

A. Covered Leave

The City of Hastings will grant an eligible employee family and medical leave for up to 12 work weeks during a 12-month period, if the procedures are followed and leave is requested for any of the following reasons:

1. The birth or adoption of a child, or the foster care placement of a child;
2. To care for a "family member" of the employee if that individual has a serious health condition;
or
3. A serious health condition of the employee that renders the employee unable to perform his or her job functions.

Employees are limited to a maximum of 12 weeks' leave for any combination of 1, 2, or 3 listed above. If leave is for birth, adoption, or foster care placement, the leave must be completed within 12 months of the date of birth or placement.

B. Eligibility

(1) Minimum Eligibility Requirements

(a) An employee is eligible if the employee has been employed for at least 12 months (or 52 weeks) by the City and has worked at least 1,250 hours during the 12-month period to the time leave would begin under this procedure. The City will make the determination at the time of the leave request.

(b) Hours are calculated based upon actual hours that the employee worked, including over-time.

(c) The City will use its records of hours worked for all hourly employees. In the case of exempt employees, the City will assume that any employee employed full-time for seven and one-half months and/or meets the 1,250-hours requirement. Exempt employees who have 12 months' prior service, but less than seven and one-half month's fulltime continuous service at the time leave is requested, should include documentation of hours worked with their request.

(2) Leave for Serious Health Conditions

Employees should recognize that this procedure and FMLA are only intended to cover serious health conditions--generally those which involve three or more days of incapacity from work or school, or chronic, long-term, incurable conditions. Employees who wish to take leave to care for family members with non-serious health conditions are not covered by this policy. Employees can use their vacation or medical leave for non-serious health conditions, subject to all restrictions in those procedures, including scheduling and increments of leave.

(a) The 12-Month Period

The period used will be a "rolling" 12-month period measured forward from the date an employee uses FMLA leave.

(b) Spousal Exception

If a husband and wife both work for the City of Hastings, and are eligible for leave, they are only entitled to a combined 12 work weeks of leave taken for birth, adoption, foster care, and to care for a parent. The 12 weeks will be calculated in the same manner as leave for an individual employee.

(c) Intermittent Leave

An employee taking leave for personal illness or to care for a sick family member need not take such leave continuously and may take it on an intermittent basis, or by reducing the employee's scheduled work hours, if the employee provides certification from the health care provider caring for the employee and/or family member that leave must be taken in that manner. If leave is not taken continuously, it will be deducted from the employee's entitlement to leave, i.e., 12 weeks during a 12-month period.

(d) Part-time Leave for Birth, Adoption, or Foster Care Placement Requests for intermittent or reduced schedule (part-time) leave after the birth, adoption, or foster care placement of a child will not be considered.

C. Military Family Leave

There are two types of Military Family Leave available.

1. Qualifying exigency leave. Employees meeting the eligibility requirements described above may be entitled to use up to 12 weeks of their Basic FMLA Leave for a qualifying exigency while the employee's spouse, son, daughter, or parent (the military member or member) is on covered active duty or call to covered active duty status (or has been notified of an impending call or order to covered active duty).

For Regular Armed Forces members, "covered active duty or call to covered active duty status" means duty during the deployment of the member with the Armed Forces to a foreign country (outside of the United States, the District of Columbia, or any territory or possession of the United States, including international waters).

For a member of the Reserve components of the Armed Forces (members of the National Guard and Reserves), "covered active duty or call to covered active duty status" means duty during the deployment of the member with the Armed Forces to a foreign country under a Federal call or order to active duty in support of a contingency operation.

Qualifying exigencies may include:

- Short-notice deployment (seven or less calendar days)
- Attending certain military events and related activities
- Childcare or school activities
- Addressing certain financial and legal arrangements
- Periods of rest and recuperation for the military member (up to 15 calendar days of leave, dependent on orders)
- Attending certain counseling sessions
- Attending post-deployment activities (available for up to 90 days after the termination of the covered military member's covered active duty status, and to address issues arising from death of military member)
- Attending to parental care needs arising from covered active duty or call to duty (arrange for alternative care for a parent of a military member, provide urgent or immediate care, admit or transfer to a care facility, or attend non-routine caregiver meetings with care facility staff)
- Other activities arising out of the military member's covered active duty or call to active duty and agreed upon by the City and the employee.

2. Leave to care for a covered service member. There is also a special leave entitlement that permits employees who meet the eligibility requirements for FMLA leave to take up to 26 weeks of leave during a single 12-month period if the employee is the spouse, son, daughter, parent, or next of kin caring for a covered military service member or veteran recovering from a serious injury or illness, as defined by FMLA's regulations.

For a current member of the Armed Forces, including a member of the National Guard or Reserves, the member must be undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status; or is otherwise on the temporary disability retired list, for a serious injury or illness.

For a covered veteran, he or she must be undergoing medical treatment, recuperation or therapy for a serious injury or illness. *Covered veteran* means an individual who was a member of the Armed Forces (including a member of the National Guard or Reserves), and was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered veteran.

An eligible employee must begin leave to care for a covered veteran within five years of the veteran's active duty service, but the single 12-month period may extend beyond the five-year period.

Military Family Leave due to qualifying exigencies may also be taken on an intermittent basis.

D. Procedures for Requesting Leave

All requests for family or medical leave should ordinarily be initiated by contacting your immediate supervisor and the Human Resources Department. This will assist in working out appropriate schedules. If you have any questions about FMLA leave, or your supervisor's response, please contact the Human Resources Department.

(1) Foreseeable Leaves

- (a) If the need for family or medical leave is foreseeable, the employee must provide notice to the City of **not less than 30 days**. Leave will be denied unless there is a reasonable excuse for the delay. If leave is denied for lack of notice, the employee may designate leave to start 30 days after notice is given.
- (b) Failure to report to work when FMLA leave has been denied will be treated as an unexcused absence.

(2) Scheduling

If the leave is for the planned medical treatment of the employee or a family member, or requires intermittent or reduced schedule leave, employees may be required by their supervisor to arrange a particular schedule or to reschedule appointments or treatments, subject to the consent of the health care provider.

(3) Unforeseeable Leaves

If the need for family or medical leave is not foreseeable, notice must be given by the employee as soon as possible and practicable. Employees are expected to promptly notify their supervisor as soon as they learn of the need for leave. If the employee's supervisor is unavailable, contact the next highest supervisor or the Human Resource Department. Except in the case of medical emergencies, employees are expected to call to advise their supervisor as soon as they know of the need for leave and the expected duration of the leave. In emergencies, the employee or a family member should contact the City and give the same information and a number where they can be reached. Requests for leave should then be submitted in writing as soon as practicable. [Absent good cause or medical emergencies, written requests for leave should be submitted within three (3) business days after oral request is made.]

(4) Additional Information

After receiving a request for leave, the City will provide additional information regarding the procedures for obtaining leave, including any additional documents that may be required.

(5) Proof

(a) Medical Certification

The City may require proof of necessity for family or medical leave by a health care provider on forms provided by the City. The information required shall include:

- i. The date on which the serious health condition commenced;
- ii. The probable duration of the condition;
- iii. Appropriate sufficient medical facts within the knowledge of the health care provider that would entitle the employee to take family or medical leave;
- iv. An estimate of the amount of time that the employee is needed to care for a family member; and
- v. In cases of medical leave, an explanation of the extent to which the employee is unable to perform the function of the employee's position.

(6) Second Opinions

The City has the option of requiring the employee to get a second opinion from an independent medical provider selected by the City. The City will pay for the second opinion. If the two opinions conflict, the conflict may be resolved by a third opinion by a provider agreed to by the City and the employee which shall be considered final and binding. The City will pay for the third opinion.

(a) Leave is Contingent on Eligibility

All employee requests for FMLA leave are contingent upon a determination by the City that the employee is eligible for FMLA leave. This includes a determination of eligibility and provision of medical certification. Leave is also contingent on any second or third opinions that may be required. Because these procedures may take time, it is possible that a final determination may **not** be made until after the employee is on leave or has returned to work.

(b) Transfer to Alternative Position

- i. In all cases of intermittent and reduced schedule leaves, the employer reserves the right to require the employee to transfer to another position that better accommodates the employee's need for leave and/or the employer's operations. This decision is in the sole discretion of the City.
- ii. The City reserves the right to transfer an employee to another position whenever an employee's use of leave for one or more qualifying reasons is so frequent and intermittent that it is impossible to predict and schedule for coverage.

(c) Confidentiality

- i. The City will keep confidential all information relating to requests for family or medical leave. This information will be used only to make decisions in regard to the provisions of this procedure. Supervisors must submit all records to the Human Resources Department and will not retain any copies in their files.

E. Substitution of Sick Leave, Personal Leave, and Vacation Time

(1) Substitution

FMLA leave will be unpaid except to the extent that an employee has accumulated paid leave. All accumulated, paid leave must be used prior to the employee taking unpaid leave.

When an employee has exhausted all paid leave, all remaining FMLA leave will be unpaid.

F. Benefits

(1) Health Benefits

During the leave, the City will maintain the employee's coverage for health benefits as follows: The employee is required to continue to pay employee's portion of any health insurance premiums normally deducted from employee's paycheck, by tendering a check payable and forwarding it to the Finance Department if they are on unpaid leave. If they are using accumulated paid leave, it will be deducted from their pay in the usual manner. If the employee fails to make the required payments for health coverage within 30 days of the date that such payments are due, health coverage will be discontinued.

(2) Other Benefits

Other benefits normally provided to an employee shall be provided to the employee only if permitted by the plan document governing the provision of benefits, in accordance with the provisions of the written document, and the employee makes any required co-payments. In accordance with existing City policies on unpaid leave, employees will not earn any medical or vacation leave, while on unpaid FMLA leave. Employees on an intermittent or reduced-schedule leave will continue to earn vacation.

(3) Reinstatement

The City has the right, upon the employee's return from leave, to refuse to reinstate any benefit or condition of employment that has been discontinued for the City's employees.

G. Reinstatement

(1) General

An employee taking leave under this policy will be returned to the employee's same position or to an equivalent position, at the election of the City unless the employee would have been terminated in the absence of any leave (e.g., layoff, downsizing, or termination of a temporary job). Taking of leave will not result in any loss of benefits or conditions of employment accrued prior to the beginning of the leave period, except that if the employee is unable to use vacation time because of policy restriction, the City has the option of setting a new deadline for use of accrued vacation.

(2) Key Employee Exception

If an employee has gross pay that is within the top 10 percent of the City's employees, the City reserves the right not to restore the employee to his or her prior position with the City if the City will suffer substantial and grievous harm because of the restoration. At the time that leave is granted under this procedure, the City will inform the employee that the employee is within the top 10 percent and also explain the possible consequence that restoration may be denied.

If the City determines during the employee's leave that the employee is not to be restored to employment, the employee shall be notified immediately and given the opportunity to immediately return from leave and be restored to his or her position. If the employee does not return from leave, the employee can petition for reinstatement at the end of the leave period and will be notified, by certified mail, whether the employee will not be restored because doing so would cause the City substantial and grievous harm.

(3) Periodic Reporting

Employees on leave are required to report every two weeks on their status and intent to return. During leave, the City also may require that an employee recertify the medical condition that caused the employee to take leave when the City obtains information that casts doubt on the continuing validity of the employee's original certification, when the employee requests an extension of leave or when circumstances have changed.

(4) COBRA

When an employee notifies the City that they are not returning from leave, the City shall terminate the employee's health benefits and they shall no longer have a right to restoration to the same or equivalent position. The employee shall be entitled to continuation of health benefits only in accordance with the Consolidated Omnibus Budget Reconciliation Act ("COBRA") and the provisions of the health plan provided, however, that any period of continued health benefits shall commence from the day leave commenced.

(5) Repayment of Premiums

Employees who return to work will meet with the Finance Department to work out an appropriate repayment schedule for any employee premiums or co-payments made by the City during leave which occurred during this leave.

Upon receiving notice that the employee is not returning to employment with the City, or should the employee simply fail to return or return to employment with the City for less than 30 days after leave has ended, the employee shall owe the City the cost of any benefits provided during leave. No such amount shall be owed if there is a recurrence or onset of a serious health condition, or in the opinion of the City, there is a change of circumstances beyond the employee's control. The benefits of a key employee who is not restored shall not be terminated prior to the end of leave and the employee shall not be responsible to the City for such benefits other than the normal employee contribution.

If an employee does not return to work under circumstances where repayment can be required, the employee must repay all premiums within 30 days after receiving notice from the City of the amount owed. After that time, the matter will be turned over to collections as a debt, which could result in legal action.

(6) Failure to Return to Work

Employees who fail to return to work after FMLA leave is completed shall be treated as having voluntarily terminated their employment.

H. Other General Provisions

(1) Administration

The City Administrator in consultation with the Director of Human Resources shall be the exclusive interpreter of its terms. All provisions of this procedure shall be interpreted consistent with the Family and Medical Leave Act of 1993.

(2) Changes

The City reserves the right to modify or terminate this procedure at any time.

(3) No Employment Rights

This procedure does not create any employment rights to any individual other than specifically stated in this procedure.

(4) Limitations

Except as otherwise stated, this policy is not intended to create any rights greater than that conferred on employees by the Family and Medical Leave Act of 1993.

(5) Rights and Obligations

Employees and the City have various rights and obligations under FMLA. For further information, contact the Human Resources Department.

ARTICLE V. Health Insurance

Health insurance

Health insurance may be provided by the City to full-time employees and those part-time employees who qualify. The coverage shall be of the type, and subject to such terms and requirements, as the City Council shall determine from time to time. The City Council may also provide that employees pay a part of the cost of the premiums for said health insurance. See the section on part-time employees to determine what the health insurance provisions are for part-time employees.

Part-time employees; benefits

(1) Part-time employees who work at least 1,560 hours, but less than 2,080 hours per calendar year shall be entitled to benefits beginning one (1) year after commencing employment with the City according to the following schedule:

- A. Part-time employees who work at least 1,560 hours, but less than 2,080 hours per calendar year, shall be entitled to seventy-five (75%) of those benefits to which full-time employees are entitled; provided, that if a part-time employee works at least 1,560 hours per calendar year he/she shall be entitled to receive health insurance coverage.
- B. Part-time employees shall earn benefits as provided above for each full calendar year of service, and shall not earn benefits for any calendar year or part of a calendar year in which they work fewer than 1,560 hours.

ARTICLE VI. Working Conditions

Leave of absence

(1) An employee who is on a leave of absence without pay shall, during the first thirty (30) days thereof:

- (a) remain covered by any health, accident and life insurance in the same manner as immediately prior to their leave of absence;
- (b) not receive holiday pay for any holiday which falls during their time of leave of absence;
- (c) continue to accrue vacation and Sick Leave of their leave of absence; and
- (d) maintain their seniority.

(2) After an employee is on a leave of absence without pay for more than thirty (30) days, the coverage of that employee under the City's health, accident and life insurance programs at the City's expense

shall cease at the end of the calendar month; however, the employee may continue participating in the City's health, accident and life insurance programs at their own expense until their return to work.

Transfers

Transfers shall be considered when they are in the best interest of the City and/or employee. An employee must meet the minimum qualifications for the position the employee is being considered for transfer to. All full-time and probationary employees are eligible to transfer or be transferred. All benefits for which the employee is eligible shall be transferred with the employee.

There shall be three types of transfer:

- (1) Voluntary: The employee and both the department head and the City Administrator approve of the voluntary transfer.
- (2) Disciplinary: Both department heads and the City Administrator shall approve of a disciplinary transfer. Employee approval is not required. The employee shall be informed of the reason for the transfer, at the time the transfer is made.
- (3) Administrative: Both department heads and the City Administrator shall approve of an administrative transfer. Employee approval is not required. The employee shall be informed of the reason for the transfer, at the time the transfer is made.

Nepotism

- (1) The purpose of this section is to define the City's policy regarding the employment of immediate family working for the City in the same or different departments or divisions.
- (2) The City shall permit the employment of immediate family of employees or a member of the employee's immediate family as long as such employment does not create actual conflicts of interest. The City will use sound judgment in the placement of qualified relatives in accordance with the following guidelines:
 - a. An immediate family member shall be permitted to work in the same department or division, provided no direct reporting or supervisor-to-subordinate relationship exists. Further, no immediate family member is permitted to work within "the chain of command" when the immediate family member's work responsibilities, salary, hours, career progress, benefits, or other terms and conditions of employment could be influenced by their direct supervisor.
 - b. Supervisors may have no direct influence over the wages, hours, benefits, career progress and other terms and conditions of employment of their immediate family members.
 - c. Employees who marry while employed at the City, or become part of the same household are treated in accordance with this section.
- (3) Any exceptions to this policy must be approved by the City Administrator.

Layoffs

An employee may be laid off from any department because of curtailment of expenditures, reduction in force, or other similar reason. The order of employees affected by a layoff shall be determined as follows:

- (1) The first employee to be laid off in a department shall be the employee who was last appointed to or placed in the particular position which the reduction is to be made, except when the needs of the department require that layoffs be determined by the nature of the work. The determination of whether a particular employee was the last one appointed to or placed in the position shall be determined by comparing the employee's appointment to that of other employees in the position on the basis of seniority. Seniority is defined as the length of continuous service from the date of original appointment, less any days the employee may have been suspended.
- (2) No full-time employee shall be laid off from any position while a temporary employee is still employed in the same position in the department.
- (3) Layoffs shall not be considered disciplinary actions.

Resignation/Retirement

In order to resign an employee must meet the following conditions in order to be considered to be in "good standing":

- (1) Employees other than department heads must give the appointing authority or City Administrator written notice at least fourteen (14) calendar days prior to resignation unless the appointing authority or City Administrator agrees to a shorter period. A notice of resignation form is available from the Human Resources office for the written notice. Failure to do so may, at the discretion of the appointing authority or City Administrator, be reason for treating the resignation as a dismissal and the refusal of subsequent good post-employment references. In the case of dismissal, the action may be made effective immediately or the employee may be given up to two (2) weeks' notice at the discretion of the appointing authority or City Administrator.
- (2) Department heads are required to give written notice of at least thirty (30) calendar days. The City Administrator may choose to waive this.
- (3) The employee must turn in all keys, uniforms, City identification, equipment, etc. upon request, which were provided by the City as part of employment before their last day of employment.
- (4) The employee shall provide a forwarding address for future correspondence.

In order to retire an employee shall be subject to the following:

- (1) Give a minimum of thirty (30) days written notice to the appointing authority or City Administrator prior to the effective date of retirement.
- (2) The effective date shall be the last day worked, unless otherwise agreed, or as required by state or federal law. Employment may not be extended by using leave benefits.
- (3) At the time of resignation, retirement or death, the following benefits apply:
 - a. All unused accrued vacation leave shall be paid out.
 - b. Group term life insurance shall remain in effect, except in the case of death, until the last day of the month in which the employee's last day of employment occurs.
 - c. Health insurance shall remain in effect until the last day of the month in which the employee's last day of employment occurs. The employee may be eligible for COBRA continuation coverage as prescribed by Federal law.
 - d. Accrued compensatory leave shall be paid to employees who have accumulated compensatory time approved by their appointing authority.

e. Accrued holiday hours shall be paid to employees who have accumulated holiday hours. If a holiday occurs the day immediately following the employee's last date of employment, the employee is not eligible for holiday pay.

f. Sick Leave shall be paid accordance with the provisions set forth in the section entitled Sick Leave.

In either the event of resignation or retirement all leave times available to the employee as of the effective date shall be paid to the employee as a lump sum as either part of their last paycheck or as a separate check paid contemporaneously with the employee's final paycheck, and shall not serve to extend the effective date.

Reemployment

Except as otherwise provided, any former employee who is re-employed within two years shall be treated as a new employee. A rehired employee shall be given credit for time served in their previous employment with the City for the accrual rate of vacation leave. City employees laid off as a result of a reduction in force shall, if reemployed within two years after their layoff, have their benefits reinstated as they were at the time of their layoff.

Physical or mental examination

A department head may at any time, for reasonable cause, require an employee to be examined by a physician or mental health professional for the purpose of determining the employee's ability to perform their required duties. Such examination if required by a department head shall be at the City's expense.

Outside employment

(1) No full-time employee shall undertake any employment or activity for financial gain outside of his City employment which is, or can be interpreted to be, inconsistent with or detrimental to their position with the City.

(2) Any full-time employee desiring to engage in outside employment or activity for financial gain shall request approval from their department head. The department head may approve or deny the request.

A department head shall not withhold approval without reasonable cause. This form shall be placed in the employee's personnel file.

Work week

The general work week shall be forty (40) hours per week for full-time employees, except as otherwise provided. Normal working hours shall be from 8 a.m. to 5 p.m., Monday through Friday, except as otherwise provided. Other regular working hours may be established by department rules.

Break

Employees are entitled to a fifteen (15) minute break during every four (4) hours worked. Exercise of this provision is subject to departmental rules and regulations. A lunch break is defined as at least 30 minutes where an employee is totally released from their job duties.

Use of Tobacco Products and Vaping

The use of tobacco products and vaping is not allowed inside any City building, vehicle or equipment, except in designated break areas.

Political activities prohibited

No employee shall engage in political activities during their work day, while on official duties, or while wearing a required uniform.

Solicitation prohibited

No employee shall sell goods or services for themselves or any organization to which they belong, while engaged in official duties. Order forms may be left in community areas, such as break rooms.

ARTICLE VII. Records, Applications, Examinations, Lists, and Appointments**Confidentiality of personnel records**

All applicant and employee records other than public information shall be withheld from the public. Request for verification of employment or reference checks for future employment should all be directed through the Human Resources Department.

Employees may be used as personal references for their fellow employees only if they are asked.

Personnel records

All reports by a department head with respect to an employee within their department shall become a part of that employee's personnel file maintained in the Human Resources Department. A copy of any such report shall be delivered or mailed to the employee by the Human Resources Department within ten (10) working days after it is placed in their file.

ARTICLE VIII. Discipline**Causes of discipline.**

Any action which reflects discredit upon the City, or which is a direct hindrance to the effective performance of City services, or which violates a departmental or personnel rule or regulation shall be cause for disciplinary action. Such causes for disciplinary action include, but are not limited to the following:

- (1) Has been adjudged guilty of a felony or of a misdemeanor involving moral turpitude.
- (2) Habitual use of alcohol or other intoxicating beverages or the use of controlled substances, that affect an employee's job performance.
- (3) Using or be under the influence of a controlled substance or alcohol or other intoxicating beverage while on duty.
- (4) Failure to report the use of any prescription only drug that may alter an employee's physical or cognitive abilities while on duty.
- (5) That the employee is guilty of improper political activity as defined in these rules.
- (6) Offensive conduct or language toward the public or toward City officers or employees.
- (7) Has been guilty of insubordination to their supervisor or has been guilty of any conduct unbecoming to an officer or employee of the City, either on or off duty.
- (8) Incompetence, inefficiency, or inattention to or dereliction of duty.
- (9) Damage to or negligence in the care and handling of City property.

- (10) Violation of any lawful and reasonable directive made or given by their superior, where such violation or failure to obey amounts to an act of insubordination or a serious breach of discipline; or results, or might reasonably have been expected to result, in loss or injury to the City, or to the public.
- (11) Commission of acts or omissions unbecoming an office or position held, which render their reprimand, suspension, demotion, or dismissal necessary or desirable for the economical or efficient conduct of the business of the City.
- (13) Has induced or attempted to induce any officer or employee of the City to commit an illegal act, to act in violation of any lawful and reasonable department or official regulation or order, or has participated therein.
- (14) Solicitation or receipt from any person, participation in any fee, gift, or other valuable thing that is given in the hope or expectation of receiving a favor or better treatment than that accorded other persons.
- (15) Use or attempted use of personal or political influence or bribery to secure an advantage in an examination or promotion, leave of absence, transfer, change of pay or character of work.
- (16) Absence from duty without leave contrary to these rules, or failure to report after leave of absence has expired, or after such leave of absence has been disapproved or revoked and cancelled by the proper authority.
- (17) Failure to use seatbelts while traveling in a City vehicle or for City business.
- (18) Using a cell phone while driving a City vehicle or while driving on City business; provided, however an employee may use a hands-free feature. To comply, an employee must have their cell phone located where they are able to initiate, answer, or terminate a call by touching a single button. The employee must be in the seated driving position and properly restrained by a seat belt. Employees are **not** in compliance if they unsafely reach for a cell phone, even if they intend to use the hands-free function.
- (19) Willful violation of any of the provisions of these rules.

Verbal reprimand

Except in such cases where a written reprimand is issued, a supervisor or department head shall discipline employees under their direction by verbal reprimand for any and all causes for discipline; said verbal reprimand shall consist of verbal statements that include a specification of how an employee's conduct deviates from proper conduct. Except in cases where it may not be feasible to do so, all verbal reprimands should be done in private. Verbal reprimands should not be confused by supervisors as teachable moments.

Written reprimand

A department head may reprimand any employee in their department for cause. Such written reprimands shall include a specification of how an employee's conduct deviates from proper conduct. Such reprimand shall be in writing and addressed and presented to the employee who shall initial receipt for the document. A signed copy shall be delivered to the Human Resources Department for inclusion in the employee's personnel file. Written reprimands shall be removed from an employee's personnel file 12 months after inclusion if no further disciplinary action involving the employee has occurred.

Suspension

A department head may suspend an employee with or without pay for cause for a period up to thirty (30) calendar days, which may be extended by the department head for good cause shown. The department head shall notify the employee in writing. Such notice shall include the reasons for and the duration of the suspension. The employee shall initial receipt for the document. A signed copy shall be delivered to the Human Resources Department for inclusion in the employee's personnel file.

An employee who is on suspension without pay shall accrue no vacation, Sick Leave, or seniority rights with respect to promotion and proficiency pay increases for any portion of the entire period of leave or suspension.

After an employee is on suspension without pay for more than thirty (30) days, coverage of that employee under the City's health, accident and life insurance programs at the City's expense shall cease at the end of that calendar month; however, the employee may continue participating in the City's health, accident and life insurance programs at their own expense until he/she returns to work.

Disciplinary demotion

A department head may demote an employee for cause. No disciplinary demotion shall be made unless the employee to be demoted is suitable for employment in the position with a lower pay scale or if employee in the lower pay scale would be laid off by reason of the action. The department head shall notify the employee of the disciplinary demotion in writing with a copy given to the Human Resources office to be placed in the employee's personnel file. The employee shall initial receipt of the document.

Discharge/Termination

(1) A department head who wishes to dismiss an employee under their supervision or jurisdiction for cause, shall first review with Director of Human Resources and the City Attorney before proceeding to speak with the employee.

(2) An employee who has completed their probationary period, shall be discharged only upon being served with a written form, stating cause of discharge.

(a) A copy of the discharge form shall be filed with the Human Resources office.

(b) The discharge form shall contain the name, address, and position of the employee as well as a brief statement of the reason for discharge.

(3) Appeal. A discharged employee shall have 14 calendar days from the date of such notice to file an appeal with the Director of Human Resources.

Hearings

(1) If a discharged employee makes a written request for a hearing, the Director of Human Resources shall notify the discharged employee and the department head involved of the time and place of the hearing on such charges before the Appeals Board. The Appeals Board will be made up of employees who have volunteered and completed training provided by the Human Resources Department. No such hearing shall be held less than 14 calendar days after serving or mailing the notice of the time and place of such hearing by the Director of Human Resources, unless this time is waived by both discharged employee and the department head.

(2) The City Administrator shall serve as the chairperson of the Appeal Board.

- (3) The Appeal Board shall be made up of a department head chosen by the department head involved, an employee chosen by the discharged employee, and one other department head and employee chosen by the Director of Human Resources.
- (4) The Director of Human Resources and City Attorney shall determine the procedure to be used by the Appeals Board in its hearing on the discharge of the employee, and
- (5) The Appeals Board after the conclusion of the hearing shall:
- (a) confirm the discharge; or
 - (b) order that the employee be reinstated to the position formerly held, with back pay, if applicable.
- (6) In the course of such hearing, the employee shall be given an opportunity to produce witnesses and be heard in their own defense and to be represented by counsel. The finding of the Appeals Board shall be certified in writing to the discharged employee and department head, who shall implement the Appeals Board's decision. A stenographic or electronic record of all proceedings at the hearing shall be made and retained by the Human Resources Department in the event of further appeal. The decision of the Appeals Board is final unless overturned by a court of law.

ARTICLE IX. Issue Resolution

Open Door Policy for Issue Resolution

The accumulation of unspoken or unanswered complaints can result in frustration and dissatisfaction and could harm what otherwise could be a pleasant working relationship. Employees who do not wish to utilize the grievance process, are encouraged to utilize the open door policy in order to resolve issues.

If an issue arises, it is to everyone's benefit to assure a prompt and fair resolution. That is the purpose of the following "Open Door" procedures, which you should feel free to use without fear of reprisal or penalty in any way.

If you have an issue, you should review the matter with your supervisor or team as soon as possible. It is part of the supervisor's responsibility to help you and your team address issues.

If you and your supervisor do not reach a solution, you may request a meeting with the Staff person to whom your supervisor reports.

If you do not feel the issue has been properly resolved by your immediate supervisor and/or next level/s of management, you should ask for an appointment with a representative of Human Resources. Occasions can also arise when you have issues that are difficult to discuss with your immediate supervisor. If this occurs, you may make an appointment with a representative of Human Resources.

If your issue still has not been resolved to your satisfaction, you or the Human Resources Department can contact your department head for an appointment.

We believe that your immediate supervisor is best- equipped to handle most of your issues. However, feel free to consult with any member of the management team you feel comfortable with.

Grievance Policy

It is the policy of the City to treat all employees equitably and fairly in matters affecting their employment. Each employee will be provided ample opportunity to understand and to achieve mutually satisfactory resolutions of matters which they allege are violations of rules, regulations, or any other condition of employment. Each employee has the right to present a grievance with the expectation of attention being paid to the matter and without fear of adverse personnel action. This

article shall apply to all employees who do not have collective bargaining agreements that otherwise specify grievance procedures.

Grievance - Definition

See definition of “grievance” in the Definitions section in Article I. of these rules.

Grievance procedure

(1) Any employee who has a grievance concerning a condition of employment shall discuss that grievance with their immediate supervisor within five (5) working days of the commission or omission of the act or acts upon which the grievance is based. Supervisors shall respond to the grievance verbally. Supervisors shall make a record of all such verbal discussions of grievances upon the date of their occurrence which shall specify the employee, the act or acts discussed, and the date of the verbal discussion.

(2) If a verbal discussion between an employee and his immediate supervisor does not resolve the grievance, the employee may within five (5) working days submit a written grievance to their immediate supervisor’s supervisor. The written grievance shall include:

- (a) The exact nature of the grievance.
- (b) The act or acts of commission or omission.
- (c) The exact date of the act or acts of commission or omission.
- (d) The identity of the party or parties who claim to have a grievance.
- (e) The identity of the party or parties alleged to have caused or who are involved in the grievance.
- (f) The specific provision of the City ordinances, personnel rules or other conditions of employment that is alleged to have been violated.
- (g) The remedy that is sought.

Within five (5) working days after receiving such written grievance, the immediate supervisor’s supervisor shall furnish the employee with a written reply to the written grievance.

(3) If the written reply by the immediate supervisor’s supervisor does not resolve the grievance, the employee may, within five (5) working days of receiving the written response, submit the written grievance to their appointing authority. The appointing authority shall furnish the employee, within five (5) working days of receiving the written grievance, a written response to the written grievance.

(4) If the written reply by the appointing authority does not resolve the grievance, the employee may submit, within five (5) working days of receiving the written response, the written grievance to the Appeals Board. The Appeals Board shall be comprised of individuals selected in the same manner as the Appeals Board for a disciplinary action with the Director of Human Resources being the chairperson of the Board of Appeals. The Appeals Board shall hold a hearing, within ten (10) working days of the submission of the written grievance, with all documentation and witnesses being present. Within five (5) working days of the hearing, the Appeals Board shall provide all parties to the grievance with a written reply. Appointing authorities and supervisors shall be bound by the decision of the Appeals Board unless overturned by a court of law.

(5) Representation

Legal representation is always a right of parties to the grievance procedure. Any party may make a change in representation at any time, however, such a change shall not change the time periods for carrying out the actions required by the grievance procedure.

Failure to adhere to time periods

Failure of the employee to present a grievance within the time periods specified in the grievance procedure shall automatically dismiss the specific grievance. Failure of a representative of the City to adhere to the time periods required by the grievance procedure shall allow the employee submitting the grievance to proceed to the next step in the grievance procedure as if the City representative had acted on the last day of the allotted time period.

ARTICLE X. Sexual Harassment and General Harassment

Intent

It is the policy of the City that there be no discrimination against any employee or applicant for employment with the City of Hastings on the basis of their sex, or for any reason. The City of Hastings considers harassment by any employee to be serious misconduct which shall result in disciplinary action. All personnel are encouraged to maintain confidentiality about complaints in order to protect the parties involved, and information should not be shared with anyone other than those involved in the investigation.

The City of Hastings is committed to a work environment in which all individuals are treated with respect and dignity. This includes a workplace free from any form of harassment.

Harassment is defined as any unwelcome behavior directed at a person or group because of their sex, race, religion, age, disability, sexual preference, or national origin. In general, examples of harassment include:

- racial slurs or negative stereotyping.
- threatening, intimidating, or hostile acts.
- assault or unacceptable physical contact.
- written or graphic material that denigrates or shows hostility toward an individual or group.
- retaliation against an employee for bringing up an issue of alleged harassment.

Harassment, both sexual and otherwise, by or directed toward any employee or prospective employee is expressly prohibited. Violation of this policy shall result in disciplinary action.

Definitions

For the purposes of this Article, the following definitions shall apply, and to the extent that they conflict with any definitions found elsewhere in this code, including Hastings City Code Section 3-108, the following shall prevail herein:

(1) "Complaint" is defined as a written allegation of harassment, sexual or otherwise, specifically detailing the conduct upon which the allegation is based, and which is dated, and signed by the person making the allegation.

- (2) "Disciplinary Action" is defined as any appropriate discipline, including verbal reprimand, written reprimand, counseling, suspension, reassignment, demotion or termination.
- (3) "Employee" is defined as all persons employed by the City of Hastings, including all employees of the City of Hastings, and shall include all department heads, all part-time, regular part-time, regular full-time, seasonal, and temporary employees, whether or not they be parties to or subject to a collective bargaining agreement.
- (4) "Investigator" is defined as the person who shall conduct the investigation of any complaint. The investigator shall be the Director of Human Resources. If the complaint involves the Director of Human Resources, the investigator shall be the City Administrator, who shall have the authority to investigate the complaint, or designate an individual to conduct the investigation.
- (5) "Sexual Harassment" is defined as being an unwelcome sexual advance, a request for sexual favors, and other verbal or physical conduct of a sexual nature when:
- (a) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;
 - (b) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
 - (c) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Complaint procedure

- (1) An employee or a citizen who believes they have been harassed may submit a written complaint with any one of the following:
- (a) immediate supervisor
 - (b) department head
 - (c) Director of Human Resources
 - (d) City Administrator
- (2) The person to whom a written complaint is submitted shall deliver the original written complaint to the Human Resources Director, retain a copy, and deliver copies to the appropriate investigator, and to the City Attorney.

Investigation

- (1) The investigator shall interview the complainant and any named parties mentioned in the complaint. The investigator shall make a record of all interviews, which shall include:
- (a) the date(s) of any discussion(s);
 - (b) the details of the incident(s) which led to the complaint being filed;
 - (c) the date(s) the incident(s) occurred;
 - (d) the identity of the party or parties alleged to have engaged in sexual or general harassment; and
 - (e) the identity of the aggrieved party.

(2) The investigator shall expediently investigate all complaints of sexual or general harassment. Department heads and supervisors shall make available any employee for interviews, and present any documents required in the investigation.

(3) The complainant shall be kept informed of the status of the investigation.

Investigation; findings

Upon completion of the investigation, the investigator shall prepare a report of the findings of the investigation, deliver it to the appointing authority of the employee against whom the complaint was filed and to the Director of Human Resources. The report shall include a recommendation on appropriate action, which may consist of disciplinary action, counseling, reassignment of work, or a determination that no action is required. Copies of the report shall be provided to the complainant and the person about whom the complaint is made. The Investigator shall conduct a follow-up review with the complainant within sixty (60) calendar days in order to make sure that the problem has been remedied.

Disciplinary action

After reviewing the findings of the investigation, the appointing authority of the employee against whom the complaint was filed shall take the appropriate action to resolve the complaint. Such action may include disciplinary action, counseling, reassignment of work, or a determination that no action is required. Written notification of the action shall be provided to the disciplined employee.

Appeal procedure

Appeals of action taken under the provisions of this Article shall be submitted directly to the Appeals Board, which shall be comprised of individuals following the same procedure for selecting an Appeals Board for an employee disciplinary action. Any appeal shall be submitted in writing within five (5) working days of notification of action taken. The Appeals Board shall hold a hearing within ten (10) working days of the submission of the written appeal. The Appeals Board shall provide the complainant and the party against whom the complaint was filed at least five (5) days' written notice of the time and place of the hearing. Within five (5) working days after the hearing, the Appeals Board shall provide all parties to the appeal with a written decision. The complainant and the party against whom the complaint was filed shall be bound by the decision of the Appeals Board unless overturned by a court of law.

Appeal hearings

Appeal hearings shall be closed to the public unless the person against whom the complaint has been filed requests that the hearing be held in open session.

False complaints

No employee shall intentionally prepare and execute a false complaint of general or sexual harassment. Any employee who does so shall be subject to disciplinary action.

ARTICLE XI. Policies

Equal Employment Opportunity (EEO)

It is the continuing policy of The City of Hastings to abide by applicable laws and regulations and to provide equal employment opportunities to qualified individuals regardless of race, color, religion, sex, national origin, age, disabilities, veteran or disabled veteran status, and/or citizenship status.

The exception is citizenship status which is required to comply with law, regulations, or federal executive order; or by federal, state, or local government contract; or which the Attorney General of the United States determines to be essential for an employer to do business with an agency or department of the federal, state or local government.

Returning without Limitations

If you return to work after a disability, prolonged illness, or leave of absence, and are fully able to do the position you left, you will be assigned to the job or position classification, department and shift you were on when you left. If for any reason you cannot be assigned to your former job, you will be reassigned according to the reduction in force procedure, and in compliance with FMLA, if applicable.

Returning with Temporary Limitations

(1) Generally. Light duty will be addressed on a case by case basis, looking at specific restrictions, what type of work the employee does and what type of work is available, within the City.

(2) Work Comp Injuries. If you are able to return to work, but with temporary limitations determined by a physician, every effort will be made to find a job you can do within your prescribed limits. Productive work must already be available and must not be created to satisfy these temporary limitations, also known as restricted duty.

An attempt will be made to find a job within your department; however, the City reserves the right to assign you to a job in another department that you can do within your prescribed limitations.

There may be situations where no work can be found within your limitations. In those cases you may supplement your worker's compensation with paid leave until your condition allows appropriate work to be found or your paid leave is exhausted.

Returning with Permanent Limitations

If you are able to return to work, but with permanent limitations determined by a physician, every effort shall be made to find a job you can do within your prescribed limits. To determine the new position, the reduction in workforce procedure is followed. Positions are evaluated to determine your ability to perform job requirements. During this evaluation, every effort shall be made to comply with the Americans with Disabilities (ADA) Act. (See next section on ADA.)

The level of pay upon return follows the same procedure in place for rehiring employees.

Productive work must already be available and must not be created to satisfy limitations. There may be situations where no work can be found within your limitations. In this case you will remain on Sick Leave and follow procedures for determining if you are eligible for long-term disability and or benefits from Social Security.

Americans with Disabilities Act (ADA)

The Americans with Disabilities Act (ADA) makes it unlawful to discriminate against qualified individuals with (or perceived as having) physical or mental disabilities.

To be protected under the ADA, individuals must have a record of, or be regarded as having a substantial impairment. A substantial impairment is one that significantly limits or restricts a major life activity. Major life activities include hearing, seeing, speaking, breathing, performing manual tasks, walking, caring for oneself, learning, or working.

Individuals with a disability must be able to satisfy job requirements for educational background, employment experiences, skills, licenses, and any other qualification standards that are job related.

The employee must also be able to perform tasks essential to the job, with or without reasonable accommodations. Accommodations are reasonable unless they expose the business to an undue hardship. An undue hardship means the accommodation would require significant difficulty or expense.

The ADA does not cover temporary disabilities. Employees who experience short, temporary disabilities are covered in the “Job Assignment upon Return to Work” policy outlined in the preceding section. The purpose of the Return to Work policy is consistent with the purpose of the ADA.

Immigration Law Compliance

The City of Hastings is committed to employing only United States citizens and aliens who are authorized to work in the United States and does not unlawfully discriminate on the basis of citizenship or national origin. In compliance with the Immigration Reform and Control Act of 1986, as amended, each new employee, as a condition of employment, must complete the Employment Eligibility Verification Form I-9 and present documentation establishing identity and employment eligibility.

The City of Hastings participates in the federal e-Verify employment verification program. The City will provide the Social Security Administration (SSA) and if necessary, the Department of Homeland Security (DHS), with information from each applicant’s Form I-9 to confirm work authorization. If the government cannot confirm that you are authorized to work, you will be provided with written instructions and an opportunity to contact SSA and/or DHS before the City takes adverse action against you, including terminating your employment.

Former employees who are rehired must also complete a new I-9 form. Employees with questions or seeking more information on immigration law issues are encouraged to contact the Human Resources Department. Employees may raise questions about immigration law compliance without fear of reprisal.

Safety

City Commitment

The City of Hastings Team is committed to the following goals:

- Providing safe working conditions for all employees
- Eliminating occupational injuries and illnesses
- Minimizing materials and processes that negatively impact the environment
- Developing a safety culture that supports these goals.

Safety Rules

Safety is serious business at The City of Hastings. Employees who break these rules are endangering themselves and others. For this reason, the City has a responsibility to strictly enforce these safety rules:

1. Everyone in areas where applicable work is being performed is required to wear American National Standards Institute (ANSI) approved safety glasses (prescription or non-prescription) with side shields. Safety glasses may be lightly tinted to reduce glare. Dark or mirrored glasses are not allowed.

2. No carelessness, recklessness, horseplay or disorderly conduct on work premises is tolerated.
3. Employees are required to report all injuries to their supervisor, department head or the Safety Director immediately, but in no event more than 24 hours after an incident.
4. Employees are required to report all accidents resulting in damage to materials, equipment, or property to their supervisor or department head, but in no event more than 24 hours after an incident.
5. Employees assigned to a hearing-protected area, are required to wear approved hearing protection at all times.
6. All powered industrial trucks will be operated in a safe manner at all times.
7. No safety device, guard, or other protective equipment is to be removed from any piece of machinery or equipment. The exception to this rule is when the equipment is under repair by “authorized personnel” working within the guidelines of the Lockout/Tagout and Electrical Safety Programs.
8. Machines with missing or defective guarding must be reported immediately. These machines will be locked out by “authorized personnel” until they are repaired.
9. Employees are not permitted to remove a “Lock out/Tagout” tag or lock except “authorized personnel” as defined by the Lockout/Tagout Program.
10. Employees assigned to a respirator-required area, must wear a respirator at all times. Employees will not be permitted to wear a respirator unless they have been medically approved to do so and received proper training.
11. Employees who are welding must use approved welding helmets with the appropriate shade of protection and employees in the vicinity must take every precaution to avoid eye contact with light from the welding process.
12. All chemical substances must be used in accordance with safety instructions printed on the container and/or in the SDS (Safety Data Sheet) for that substance.
13. No new substances may be brought into warehouses or to a jobsite without an SDS sheet.
14. Personal Protective Equipment (PPE) must be worn in applicable areas.
15. Lifting, handling, and assembling goods and equipment must be done in a safe and professional manner.

Violations of the above safety rules are not tolerated. The first such violation may result in a verbal warning and could, depending upon the seriousness, result in suspension or discharge. Subsequent violations (not necessarily of the same type) may result in discharge.

SAFETY EYEGLOSS PURCHASING GUIDELINES

SEASONAL/TEMPORARY EMPLOYEES:

1. Seasonal/temporary employees will be provided with one pair of non-prescription, protective eyewear appropriate for the type of work being performed.

NON-PRESCRIPTION SAFETY GLASSES:

1. Non-prescription safety glasses are provided, upon employee request, by the warehouse Department, Department Head or Supervisor. Approval by the Department Head is not required.
2. An employee can obtain both a clear and a shaded pair of non-prescription safety glasses.

PRESCRIPTION SAFETY GLASSES:

1. All Employees will abide by the following procedure to obtain prescription safety glasses:
 - a. Employee must obtain a prescription for safety glasses.
 - b. Employee takes prescription and request for safety glasses form to supervisor for approval signature.
 - c. Employee takes the signed safety glasses request form to Nebraska Eye Care for glasses.
2. Prescription safety glasses must meet ANSI Z-87 standards and be adaptable for side shields. Side shields must be worn at all times if your safety glasses have the adaptable side shields.
3. The City of Hastings will pay for one pair of clear lenses and frames and one pair of shaded lenses and frames. In lieu of these two pair of safety glasses the City of Hastings will pay for one pair of photo-gray lenses and frames. However, if your work is 85% indoors you can only order clear or photo gray lens safety glasses. The City will not pay for dark lens safety glasses. If you wish to order the dark lens, then it is up to the employee to pay for them out of his/her own pocket.
4. The City of Hastings will pay the cost of repairing or replacing safety glasses (prescription or non-prescription) damaged while at work.
5. Linemen are required to use plastic frames.
6. If an employee's prescription changes after one year the City of Hastings will cover the cost of new lenses and frames.
7. Employees are eligible for new safety glasses every 24 months.
8. The City of Hastings will not pay for specialty lens applications.

Wellness

The City of Hastings promotes a healthy workforce and City culture while providing growth opportunities for people, productivity, and profits. Lunch and learns, family seminars, and participation in health risk assessments and community wellness activities are ways in which we encourage good health. Wellness goals include:

- To create a healthy City culture.
- To enhance the health of employees and of the organization.
- To provide techniques and tactical plans for improving and controlling health care costs.

Nursing Mothers

If you are a new mother feeding your child and you wish to pump at work, you will be provided with a private place to do so and appropriate time away from your work station. However, you should utilize your breaks and lunchtime for these activities. If the break time is not sufficient, then you will return to work when you are finished.

Respectful Workplace Policy**Purpose**

To promote a work environment free from violence or threats of violence, including bullying, harassment and intimidation, against individuals, as well as City and personal property. This includes partner or family violence that may occur on City property.

The examples and definitions listed in this policy are not all inclusive. The City has the sole right to interpret this policy based on individual facts and circumstances.

Application

The policy requires all individuals on City premises, whether employees or non-employees, to conduct themselves in a professional manner consistent with good business practices. The policy strictly prohibits use of bullying, violence, threats of violence, or possession of weapons in the workplace, including acts or threats of family violence.

Violations of this policy will lead to disciplinary actions, up to and including termination, and may include the involvement of appropriate law enforcement authorities.

Any person who makes threats, exhibits threatening behavior, or engages in violent acts on City property will be removed from the premises, and may be asked to remain away from the property pending the outcome of an investigation.

The City reserves the right, in its sole discretion, to determine when particular conduct constitutes an act of violence under this policy, and to respond to actual or perceived acts of violence in the manner deemed appropriate, based on the situation.

Workplace Violence

Workplace Violence is defined as:

- (1) behavior which constitutes actual or potential assault, harassment, intimidation, threats or similar actions.
- (2) possession of weapons.
- (3) threats to City or personal property.
- (4) enlisting, coercing or aiding other employees in such behaviors either:
 - (a) in the workplace or while engaged in City business or
 - (b) while using City or personal resources, such as phones, copy or fax machines, mail, e-mail, internet, voice mail and other forms of electronic communication, automobiles, etc.
 - (c) acts related to any of the above that reasonably relate to the workplace, regardless of whether the action takes place on or off City property.

Partner/Family Violence

The City recognizes the impact of partner/family violence can have an impact on the workplace. Partner/Family Violence is defined as abusive behavior, occurring between family, partners, or household members, which affects the workplace. The behavior includes physical violence, sexual, emotional and psychological intimidation, verbal abuse, stalking and economic control.

Bullying

Bullying is deliberate and repeated behavior intended to intimidate, offend, degrade or humiliate a particular person or group of people.

Examples of Bullying: Bullying is a form of aggression where actions are most often covert or subtle. Bullying usually, but not always, involves a pattern of behavior, so there is generally more than one occurrence of the behavior. The following examples are not all-inclusive, but show ways bullying may occur in the workplace:

- (1) Spreading malicious rumors, gossip or innuendo.
- (2) Excluding or isolating someone socially.
- (3) Undermining or deliberately impeding a person's work.
- (4) Withholding necessary information or purposefully giving the wrong information.
- (5) Yelling or using profanity.
- (6) Criticizing a person persistently.
- (7) Tampering with a person's personal belongings or work equipment.

Respectful comments that are objective, intended to provide constructive feedback, and intended to assist employees with their work, are not considered bullying.

Responsibility of Employees

All employees are responsible for establishing and maintaining a workplace free of violence by treating others with dignity and respect.

Employees are encouraged to notify a supervisor, manager, or human resources representative in good faith, in a timely manner of the following:

- any threats or acts of violence or
- any behavior regarded as violent or a safety concern witnessed, heard, or heard about from another person at the workplace or potentially affecting the workplace.

All threats should be taken seriously. Employees should NOT confront individuals who are making threats. Threats should immediately be reported to a supervisor, manager, or human resources representative.

In cases of bullying or harassment, employees may inform the perpetrator that their actions are not acceptable and ask the person to stop. Employees who are not comfortable doing this should talk with a supervisor, manager or Human Resources Department.

Training

All employees should be familiar with the policy regarding workplace violence and the steps for dealing with workplace threats and emergencies. To follow the steps outlined in this policy, employees will receive information on how to identify, report and respond to violence in the workplace.

Confidentiality

The City understands the sensitivity of such information and will take action in ways that maintain the respect and dignity for individuals, while acting to address the situation. The information will be kept confidential to the extent possible, consistent with the best interests of the City and those involved.

No Retaliation/Discrimination

The City will not tolerate retaliation against anyone who, in good faith, reports an incident, or who cooperates in the investigation process.

Reporting potential violence, bullying, etc., will not impact an employee's standing or opportunities within the City.

Also, employees who experience any form of workplace violence should not retaliate against the perpetrator(s). Employees should use the reporting procedure to elevate concerns and keep the investigation focused on the perpetrator.

Counseling

When an employee requests, or the City mandates, professional assistance relating to this policy, the Employee Assistance Program (EAP) will be contacted for counseling, support and referrals. This includes employees who are involved in partner/family violence.

Protective or Restraining Orders

Employees who obtain a temporary or permanent order of protection from a court that lists the City as a protected area must provide Human Resources with a copy of the petition and court order.

Right to Search

The City has the right to conduct searches of any items on City property. This can include desks, file cabinets, lockers, the employee's person, computers (including e-mail and internet), City provided cell phones or personal cell phone used for City business or anything brought onto or taken off its premises, when the City has reasonable suspicion. In certain situations, this may also involve appropriate law enforcement.

Emergency or Immediate Danger

If an employee is in immediate danger of harm while on City property, immediately call 911.

False Accusations

Employees who knowingly, willfully or in bad faith falsely accuse another person of such acts, will receive disciplinary action, up to and including termination.

ARTICLE XII.**DRUG AND ALCOHOL FREE WORKPLACE POLICY****Intent**

The City of Hastings is committed to a drug and alcohol free workplace. Drug and alcohol testing of employees shall be determined based upon each employee's job classification and/or state or federal testing requirements.

Generally

Generally employees are divided for testing as follows:

1. Those employees who are subject to the federal Gas Pipeline, a copy of which is attached to this Employee Handbook as Appendix "A";
2. Employees who possess a CDL Driver's License which is maintained by the City; and
3. All other employees.

(It should be noted that an employee who qualifies in both 1. and 2. above may be included in both pools.)

This policy will not apply to:

1. This policy shall apply to all employees except for employees who are covered by a collective bargaining agreement that provides for different drug and alcohol testing as part of their collective bargaining agreement.
2. Law enforcement officers and fire and rescue personnel who have general or standing orders which cover drug and alcohol in their systems or who are subject to state or federal regulations

governing their positions or who have legal custody of controlled substances obtained or used in the lawful performance of their duties.

3. Any employee that has been pre-approved to distribute alcoholic beverages at a City social event as a part of their legitimate duties. Pre-approval must be granted by the employee's department head or in the case of department heads, by the City Administrator. On such occasions, the employee is not to consume alcohol.

Alcohol Prohibitions

1. All employees are prohibited from using, purchasing, possessing, distributing, and being impaired or intoxicated by alcohol while at work or on duty.
2. An employee who refuses to submit to a post-accident, reasonable suspicion or follow-up alcohol test will be immediately suspended from their job duties pending review.
3. An employee shall not consume alcohol while on standby and being paid standby pay. Doing so could result in disciplinary action.

Drug Prohibitions

1. All employees are prohibited from using, possessing, distributing, and being impaired or intoxicated by controlled substances or illegal drugs while at work or on duty.
2. Prescription and over-the counter medications are not prohibited when taken in recommended dosage and/or according to a physician's direction or recommendation.
3. Any employee taking prescribed or over-the-counter medications will be responsible for consulting the prescribing physician and/or pharmacist to ascertain whether the medication may interfere with safe performance of their job.
4. If the use of a medication could compromise the safety of the employee, fellow employees, the public or adversely affects the ability of the employee to reasonably perform their duties, it is the employee's responsibility to use appropriate procedures (e.g., call in sick, use leave time, request change of duty, notify supervisor, etc.) to avoid unsafe workplace practices.

Prohibitions for both Alcohol and Drugs

1. Any employee covered by this policy that refuses, fails a drug or alcohol test, or provides altered, substituted or diluted test specimen may receive disciplinary action, up to and including termination.
2. Any employee covered by this policy who refuses or fails a drug or alcohol test shall be immediately suspended from their job duties pending review.
3. All employees will be made aware of any modifications to this policy.

Confidentiality

1. Each employee's record of testing and results shall be maintained private and confidential with the exception of the testing laboratory, Medical Review Officer (if applicable), Human Resources and Safety departments, upon order of a court of competent jurisdiction or upon any State or Federal agency with regulatory authority, or as part of an accident investigation. The information shall include name-specific alcohol test results, records, and reports. The results of individual tests will not be released to anyone without the express written authorization of the individual tested.

2. All written records will be maintained in the Human Resources offices under the control of the Human Resources Director or his or her designee.
3. Unless an employee gives his or her written consent, the employee's drug and alcohol testing and/or rehabilitation records will not be released to a subsequent employer.
4. A covered employee is entitled, upon written request, to obtain copies of records pertaining to the employee's use of drugs or alcohol, including drug and alcohol tests.
5. The City may disclose information to an employee or the decision maker in a lawsuit, grievance, or other proceeding, and involving the results of a drug or alcohol test administered under this policy, or from the City's determination that the employee engaged in prohibited conduct.
6. The City shall release information regarding an employee's records as directed by the specific, written consent of the employee authorizing release to an identified person. Release of such information by the person or entity receiving the information is permitted only in accordance with the terms of the employee's consent.

Types of Drug Testing

1. Random Testing

- A. All employees are subject to unannounced testing based on random selection based on their job classification.
- B. The City of Hastings will random drug test at least 25 percent (25 %) of employees every twelve (12) months, conducted quarterly. All employees will be subject to be randomly picked for drug testing at each random testing date. An employee may be randomly picked more than once or not picked at all during the annual period.
- C. To assure that the selection process is random; all employees covered by this policy shall be placed in their respective common pool or pools. The random selection procedure will be a computer-based number generator that is matched with an employee's payroll identification number or any other identifying number.
- D. Employees who test positive have the right to have their sample retested, provided a written request for retesting is made within three (3) days of the initial positive finding. An employee will be responsible to pay in advance the cost of the retest, but will be reimbursed if the retest is negative.

2. Post-accident testing

- A. Employees who are involved in a workplace or traffic accident while on duty that results in bodily injury or property damage, shall be required to take a drug test as soon as possible following the accident.
- B. Nothing in this section shall be construed to require the delay of necessary medical attention for injured people following an accident or to prohibit an employee from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident or to obtain necessary emergency medical care.
- C. Employees who test positive have the right to have their sample retested, provided a written request for retesting is made within three (3) days of the initial positive finding. An employee will pay in advance the cost of the retest, but will be reimbursed if the retest is negative.

3. Reasonable cause testing

- A. When there is reasonable cause to believe that an employee covered by this policy is using a controlled substance or prohibited drug, the employee shall be required to take a drug and alcohol test.
- B. The employee's supervisor must substantiate with another supervisor the decision to test for reasonable cause. Both supervisors must have completed training in drug and alcohol use symptoms.
- C. A decision to test must be based on physical, behavioral, or performance indicators of possible drug use. Examples of this are evidence of repeated errors on the job, regulatory or City rule violations, or unsatisfactory time and attendance patterns, coupled with a contemporaneous event that indicates possible drug use.
- D. For purposes of reasonable cause, testing is limited to controlled substances and intoxicating components.
- E. Employees who test positive have the right to have their sample retested, provided a written request for retesting is made within three (3) of the initial positive finding. The employee will pay in advance the cost of the retest but will be reimbursed if the retest is negative.

4. Follow-up testing

A covered employee who refuses to take or has a positive drug test shall be subject to unannounced follow-up drug tests administered by the City following the covered employee's return to duty. The number and frequency of such follow-up testing shall be determined by a substance abuse professional.

Types of Alcohol Testing

1. Random Testing

- A. All employees are subject to unannounced testing based on random selection based on their job classification.
- B. The City will random alcohol test at least ten percent (10 %) of the covered employees every twelve (12) months. Tests are conducted quarterly. All persons may be randomly picked more than once or not picked at all during the annual period.
- C. To assure that the selection process is random; all employees covered by this policy will be placed in their respective common pool or pools. The random selection procedure will be a computer-based number generator that is matched with an employee's payroll identification number or any other identifying number.

2. Post-accident testing

- A. Employees who are involved in a workplace or traffic accident while on duty that results in bodily injury or property damage shall be required to take an alcohol test as soon as possible following the accident.
- B. Nothing in this section shall be construed to require the delay of necessary medical attention for injured people following an accident or to prohibit an employee from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident or to obtain necessary emergency medical care.

3. Reasonable cause testing

- A. When there is reasonable cause to believe that an employee covered by this policy is under the influence of alcohol, the employee shall be required to take a drug and alcohol test. No supervisor shall permit an employee who refuses to submit to such a test to perform or continue to perform their duties.
- B. The employee's supervisor must substantiate with another supervisor the decision to test for reasonable cause. Both supervisors must have completed training in drug and alcohol use symptoms.
- C. A decision to test must be based on physical, behavioral, or performance indicators of possible drug use. Examples of this are evidence of repeated errors on the job, regulatory or City rule violations, or unsatisfactory time and attendance patterns, coupled with a contemporaneous event that indicates possible alcohol use.
- D. No supervisor shall take any action under this subpart against an employee based solely on the employee's behavior and appearance in the absence of an alcohol test. The supervisor shall notify the Human Resources and/or Safety department that they are transporting the employee to the collection site.
- E. An employee who fails to remain available for testing for no good reason, not including medical attention, may be deemed to have refused to submit to testing.
- F. A covered employee shall not be permitted to report for duty or remain on duty while the employee is under the influence or impaired by alcohol.

4. Follow-up testing

- A. An employee resolving problems associated with alcohol misuse is subject to unannounced follow-up alcohol testing as directed by a substance abuse professional.
- B. No supervisor shall permit an employee who refuses to submit to such a test to perform or continue to perform their duties.

Result of positive drug and/or alcohol test finding

- A. All employees who have a positive alcohol test or engage in prohibited alcohol misuse will be suspended from their duties and referred to the City Employee Assistance Program (EAP) for evaluation and rehabilitation under direction of a substance abuse professional either under contract or not affiliated with employer. Any employee who refuses to enter such a program could be subject to discipline up to and including dismissal.
- B. Participation in rehabilitation through the EAP will not result in disciplinary action. However, successful completion of the prescribed program will be required for the employee to continue in the employment of the City of Hastings. Only one rehabilitation program per employee is allowed. A positive test result after a rehabilitation program will result in dismissal of the employee.
- C. Participation in rehabilitation through the EAP will not waive disciplinary action where warranted for violations of rules and regulations.

Designated Personnel and Sites

Medical Review Officer for this program is Dr. A. A. Armstrong, M.D., WPCI, 1321 Broadway, Scottsbluff, NE 69361.

Drug and Alcohol collection site for this program is Mary Lanning Memorial Hospital, 715 North St. Joseph Avenue, Hastings, NE 68901.

Testing laboratory for this program is Clinical Reference Laboratory, 8433 Quivera, Lenexa, KS 66215.

ARTICLE XIII.

Computer Systems Security and Acceptable Use Policy

Purpose

To protect the City of Hastings from civil and criminal liability, and to protect the City of Hastings computer information systems against loss of information, unauthorized access and unnecessary performance degradation.

Employee agreement

All employees are required to sign a statement indicating that they have read and agree to adhere to the policy set forth below.

Licensed software and copyrighted materials

Employees must not copy software. Violations of software license agreements or copyright law can expose the City of Hastings and the responsible employee to civil and criminal penalties. This includes copying software onto City-owned computers as well as copying software onto computers owned by the employee.

Loss of Computerized information

The Information Technology Department has established procedures for making periodic backup copies of computerized City of Hastings information. Employees must not circumvent or interfere with these procedures, and must make reasonable efforts to avoid erasing or destroying City information. Employees must notify the Information Technology Dept. whenever data is mistakenly erased.

Software not provided by the City

Employees must not install any software on City owned computers. Any and all software installed on City owned computers must be purchased and installed by the Information Technology Department. If there is a need for additional software that is not installed on a computer, the employee must contact the Information Technology Dept.

Personal use of City of Hastings computers and software, and any personal use of computers and software provided by City of Hastings, is prohibited unless specifically authorized by the employee's supervisor and the Information Technology Department is notified.

Any information stored on City of Hastings-provided computers is the property of City of Hastings, and is in no way considered an employee's private or confidential information. City of Hastings management may review or inspect any employee's computer documents at any time.

Personal use of internet and email services

City of Hastings provides employees with internet and email services for the purpose of conducting City business. Any personal use of internet and e-mail services is prohibited unless specifically authorized by the employee's supervisor and the Information Technology Department is notified.

Any communication performed through City-provided internet or email services is the property of the City and is in no way considered an employee's private or confidential information. City of Hastings' management may review or inspect any employee's use of internet or email service at any time.

Employees must not spend work time with personal internet or email use. Any personal usage or anything of an illegal, sexual or inappropriate nature or consume excessive amounts of bandwidth such as downloading video and or audio files or file transferring utilizing peer-to-peer protocol including, but not limited to, Bit Torrent is strictly prohibited and may subject the employee to disciplinary action up to and including dismissal.

Computer viruses

The Information Technology Department is responsible for installing and maintaining virus protection software on all City computers whose operating systems are vulnerable to virus infection. Employees must not circumvent or interfere with this virus protection, and must not intentionally introduce a computer virus into a City computer whether by receiving an infected email message, by copying from an infected drive, or any external mass storage device, or by copying infected data from a portable device. These actions may subject the employee to disciplinary action up to and including termination.

Passwords

Employees must not disclose their computer passwords to anyone, except as required by the Information Technology Department for testing or administrative purposes. Passwords must not be written down in a place where they might be discovered. Employees must change passwords periodically and must choose passwords that cannot be easily guessed.

Use of City computers off-site

Employees must not take City computers off-site unless specifically approved by the employee's supervisor and the Information Technology Department is notified of the location. Whenever a City computer is taken off-site, the employee doing so must protect the computer from physical damage and from use by anyone else.

Employee owned computers and networkable devices

Only City owned computers and networkable devices are allowed to be connected to the wired City of Hastings Corporate Local Area Network. Under no circumstances are City employees allowed to connect an employee-owned computer or networkable device to the wired City of Hastings' Corporate Local Area Network. Networkable devices include but are not limited to; Desktop Computers, Laptop Computers, Printers, PDAs, 'Smart' phones, managed switches, unmanaged switches, Game consoles, Wi-Fi Access Points (APs), and Servers. Use of these computers or devices may subject the employee to disciplinary action up to and including dismissal.

City owned computers and networkable devices

City owned networkable devices should not be connected or disconnected from the City of Hastings' Corporate Local Area Network (wired or Wi-Fi) unless specifically approved by the supervisor and the Information Technology Department is notified. Networkable devices include but are not limited to; Desktop Computers, Laptop Computers, Printers, PDAs, 'Smart' phones, managed switches, unmanaged switches, Wi-Fi Access Points (APs), and Servers. Connecting or disconnecting these computers or devices without supervisor approval and notification of the Information Technology Department may subject the employee to disciplinary action up to and including dismissal.

Non-City-owned files and data storage devices

Employees must not access, open, or transfer any non-City-owned files to City-owned computers that could modify the computers configuration in any way. These files include but are not limited to the following types; .exe, .iso, .dll, etc.

Employees must exercise extreme caution when using non-City-owned data storage devices, using them only when absolutely necessary and only from trusted organizations/individuals who can confirm the safety of its contents. Data storage devices include but are not limited to; thumb drives, flash drives, or any device using flash memory with an integrated USB interface, NAS devices (network attached storage), and external hard drives. If a data storage device is required for work related file transfers, contact the Information Technology Department.

Department: City Clerk
Staff Contact: Bob Davis , Clint Schukei, Kim Jacobitz
Council Meeting Date: 10/14/2019

AGENDA ITEM SUMMARY SHEET

Description of Item:

Approval of City of Hastings' Fleet Management Policy

Names of People/Business affected by this action:

Employees of the City of Hastings
City of Hastings
Travelers Insurance Company

Why Council action is required:

Approval of a city-wide policy should be approved by the City Council.

Type of action requested:

Resolution

Suggested motion:

Move to approve Resolution 2019-49...Approving City of Hastings' Fleet Management Policy.

Deadlines associated with action:

Department head comments:

Travelers Insurance Company voiced concerns over the lack of annual checks on Motor Vehicle Records (MVR) for employees driving on city business. The City of Hastings will use the Driver's License Record Monitoring service through Nebraska.gov for initial reports and monthly updates. The fee for this service is \$3.00 per record, plus \$.06 per employee, per month for monitoring records.

The policy is meant to protect the city and give incentive for employees to drive safely.

City Administrator comments:

Recommend approval

RESOLUTION NO. 2019-49

WHEREAS, the Mayor and City Council of the City of Hastings, Nebraska recognize that operation of motor vehicles is a common part of providing services to the citizens of the City of Hastings; and

WHEREAS, the Mayor and City Council are desirous of promoting and providing a safe working environment for the protection of employees and citizens from personal injury and property loss by articulating policies related to responsible driving behavior by employees of the City of Hastings;

NOW, THEREFORE, in consideration of the foregoing recitals, the Mayor and City Council of the City of Hastings, Nebraska, hereby adopt the following resolution:

BE IT RESOLVED by the Mayor and Council of the City of Hastings, Nebraska, as follows:

The Mayor and Council hereby approve the City of Hastings Fleet Management Policy, a copy of which is attached hereto, setting forth the rules, regulations, policies and procedures that shall constitute the Motor Vehicle Safety Policy of the City of Hastings, Nebraska.

PASSED AND APPROVED this ____ day of _____ 2019.

ATTEST:

Mayor

City Clerk

[S E A L]

Approved as to form: _____
City Attorney



City of Hastings Fleet Management Policy



FLEET MANAGEMENT POLICY

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MOTOR VEHICLE SAFETY POLICY

Policy

Many employees operate City of Hastings owned, leased, rental or personal vehicles as a required part of their jobs. Those employees are expected to operate vehicles safely to prevent accidents which may result in injuries and property loss. It is the policy of the City of Hastings to provide and maintain a safe working environment to protect our employees and the citizens of the communities where we conduct business from injury and property loss. The City of Hastings considers the use of automobiles part of the working environment. The City of Hastings is committed to promoting a heightened level of safety awareness and responsible driving behavior in its employees. Our efforts and the commitment of employees will prevent vehicle accidents and reduce personal injury and property loss claims. This program requires the full cooperation of each driver to operate their vehicle safely and to adhere to the responsibilities outlined in the Motor Vehicle Safety Program. Elements of this program include:

- Assigning responsibilities at all levels of employment.
- Vehicle use and insurance requirements.
- Employee driver's license checks and identification of high risk drivers.
- Accident reporting and investigation.
- The City of Hastings Accident Review Team.
- Vehicle selection and maintenance.
- Safety regulations.
- This policy does not apply to the Police Department employees.

ORGANIZATION AND RESPONSIBILITIES

1. City Administrator:
 - A. The City of Hastings City Administrator is responsible for directing an aggressive vehicle safety program.
2. Management (Department Head, Director, Chief, Manager, hereinafter referred to as "Management"):
 - A. Implement and on-going execution of the Motor Vehicle Safety Program in their areas of responsibility.
 - B. Establish measurement objectives to ensure compliance with the program.
 - C. Provide assistance and the resources necessary to implement and maintain the program.
3. Supervisors (Superintendents, Foreman, Captain, Crew Chief, hereinafter referred to as "Supervisors"):
 - A. Investigate and report all accidents involving a motor vehicle used in performing city business. Forward all accident reports to the Safety Director.
 - B. Take appropriate action to manage high risk drivers as defined by this program.
 - C. Provide adequate work time for driver training either internally or through external means for high risk drivers.
4. Safety Director:
 - A. Issue periodic reports of losses for management review.
 - B. Review motor vehicle accident reports as part of the City of Hastings Accident Review Team.
 - C. Revise and distribute changes to the Motor Vehicle Safety Program to management, supervisors and drivers as necessary.
 - D. Provide driver training either internally or through external means for high risk drivers.
 - E. Maintain appropriate records.
5. Drivers (If at any time you drive for city business, and/or approved travel for city functions):
 - A. Always operate a motor vehicle in a safe manner as explained under the section titled, "Driver Safety Regulations".
 - B. Maintain a valid driver's license and minimum insurance requirements on personal vehicles used in the City of Hastings business.
 - C. Maintain assigned vehicles according to established maintenance standards.

6. Accident Review Team (Management, Supervisor(s), Safety Director, City Clerk, Human Resources, Employee(s), hereinafter referred to as Accident Review Team):
 - A. Review the accident.
 - B. Recommend corrective action to be taken.
 - C. Review the Fleet Policy on an annual basis to maintain current procedures and standards.

VEHICLE USE

1. City Owned Vehicles

A. All Vehicles:

1. Employees authorized by their supervisor will be permitted to operate the City of Hastings owned vehicles.
2. Passengers allowed in city vehicles are limited to the following:
 - a. Employees of the City of Hastings
 - b. Individuals contracted to work for the City of Hastings
 - c. Individuals approved through official 'Ride Along' programs.
 - d. Employee's spouse or significant other for city sponsored or approved events

2. Personal Vehicles used for the City of Hastings Business

A. Employees who drive their personal vehicles for the City of Hastings business are subject to the requirements of this program including:

1. Maintaining auto liability insurance, meeting or exceeding minimum state requirements.
2. Maintain their own vehicle in a safe operating condition when driven on city business.
3. Proof of insurance must be sent to the City Clerk.
4. Acceptable Motor Vehicle Report (MVR) per Driver Qualification section.

3. Rental Vehicles

A. Collision damage waiver will be declined when renting vehicles. The city's insurance covers rental vehicles.

4. Unauthorized Use of Vehicles

Assigned drivers and other authorized employees will not allow an unauthorized individual to operate a City of Hastings vehicle.

DRIVER QUALIFICATION

Effective driver qualification controls are important elements of a successful motor vehicle safety program.

- A. The City of Hastings has implemented three levels of driver qualification criteria. Use of any or all of these criteria is dependent upon the nature and scope of the driving requirements.
 - 1. State-regulated driver qualification parameters must be met. Employee must hold current proper license for the vehicle they are operating.
 - 2. Review the employee's Motor Vehicle Record (MVR) annually (more frequently if reasons warrant).
 - 3. Employees that require a CDL per their specific job description will comply with DOT Commercial Driver License (CDL) regulations and will be enrolled in a DOT Drug and Alcohol Testing Program.
- B. The Nebraska License Point System will be used to identify high risk drivers. A driver is deemed high risk if the driver's violation history in the past two years is assessed 6 or more points, or if it is determined that the driver has one or more of the following violations:
 - 1. Driving under the influence of alcohol or drugs (DWI, DUI).
 - 2. Hit and run.
 - 3. Failure to report an accident.
 - 4. Negligent homicide arising out of the use of a motor vehicle.
 - 5. Using a motor vehicle for the commission of a felony.
 - 6. Operating a motor vehicle without the owner's authority.
 - 7. Permitting an unlicensed/unauthorized person to drive.
 - 8. Reckless driving.
 - 9. Two accidents in a 12 month period.

Driver's License Points	Driver Categories	Summary of Categories
1- 5 Points	Acceptable	The driver will receive a written notice of their license status.
6- 8 Points	Borderline	The driver will receive a written warning of their license status stating that continued violations could impact their ability to drive on city business.
9- 11 Points	Elevated Risk	The driver will receive a written notice of their license status, a written reprimand placed in the driver's personnel file, and required to take a driver improvement course. Management will determine if the employee will be reassigned to a non-driving position (if available) or be reinstated following the completion of a driving course.
12 Points	High Risk	The driver will receive a written notice that their loss of license may result in driver being suspended or terminated.

The City of Hastings will monitor Motor Vehicle Records (MVR) in order to determine the appropriate driver category for authorized personnel. The management/supervisor will make final decisions on discipline, which may include termination.

Drivers who are identified as high risk or in violation may be subject to several actions from management including, but not limited to:

1. Driver may be required to attend a Defensive or Safe Driver course on their own time & expense.
2. Driver may have their driving privileges at work suspended or revoked.

ACCIDENT RECORDKEEPING, REPORTING AND ANALYSIS

1. The City of Hastings considers elimination of motor vehicle accidents as a major goal. To meet this objective, work related accidents will be reported to management and Safety Director, investigated, documented and reviewed by the City of Hastings Accident Review Team. The investigation should identify if there is a need.
 - A. A more intensive driver training and/or remedial training for the driver.
 - B. Improved driver qualifications procedures.
2. Motor vehicle accident recordkeeping procedures consist of the following components:
 - A. Accurate and detailed police accident report.
 - B. Documentation of root causes and corrective action.
 - C. Analysis of accidents to determine trends, recurring problems and the need for further control measures.
 - D. Accident Review Team to provide suggested corrective action to be expedited by management.
3. Motor Vehicle Accident:

The following definition relates to a motor vehicle accident:

- A. A motor vehicle accident is defined as "any occurrence involving a motor vehicle which results in death, injury or property damage, unless such vehicle is properly parked.

EMPLOYEE ACCIDENT REPORTING PROCEDURE

Employees will take the following actions when there are injuries to persons and/or damage to other vehicles or property while driving a city owned vehicle or personal vehicle on city business:

1. **Stop at Once!** Check for personal injuries. Call 9-1-1, if needed. Do not leave the scene and ask for the assistance of bystanders if needed.
3. **If Fire or Smoke Is Present**, evacuate vehicle occupants to a safe location.
4. **If stalled on a railroad track**, evacuate occupants to a safe location away and at a right angle from the tracks.
4. **If Fire, Smoke or Spilled Fuel is Present**, call 9-1-1 and do not leave the scene. If possible, use a spill kit to absorb the spill.
5. **Protect the Scene.** Set emergency warning devices to prevent further injury or damage. Secure your vehicle and its contents from theft.
6. **Secure Assistance** of the police, if accident occurred off city property. . If no injuries, call Police Department's non-emergency number: (402)461-2380 to request assistance.
7. **Do Not Argue with other driver(s) or their passengers!** Make no statement except to the proper authorities. Sign only official police reports. Do not make statements regarding the operating condition of your vehicle and do not admit fault.
8. **Do not exchange insurance information with other driver(s).** Police Officer will document insurance information of involved driver(s).
9. **Report the Incident to Your Supervisor IMMEDIATELY** after first aid has been given, authorities have been notified, the scene has been protected and you are able to do so.
10. **Supervisor Reports the Incident to the Safety Director IMMEDIATELY.** If Safety Director is not available, contact City Clerk.

Safety Director Contact Information:

Bob Davis
Office: (402)462-3514
Cell: (402)705-7047
BDavis@hastingsutilities.com

City Clerk Contact Information:

Kim Jacobitz
Office: (402)461-2312
kjacobitz@cityofhastings.org

11. **If You Strike An Unattended Vehicle** and cannot locate the owner, call the Police Department's non emergency number (402-) 461-2380 to request assistance.

12. **Supervisors Complete** the **Supervisor Property Damage Investigation Report** Forms are available on the Employee Portal. Electronically submit or email completed form to Safety Director no later than next business day.
13. **Employee(s) Complete** the **Accident Investigation Statement**. This statement must be submitted by each employee involved, including employees who witnessed the accident. Forms are available on the Employee Portal. Electronically submit or email completed form to Safety Director no later than next business day.
14. File state accident report, if required.

Employees will take the following actions when there is theft of or damage to city vehicle only:

1. If you did **not** witness the damage to the vehicle, you must notify the local police department immediately.
2. Immediately notify your supervisor.
3. You will be contacted by your supervisor to advise you how to arrange for repairs or replacement of the vehicle. Do not have the vehicle repaired until you receive authorization from a member of the management.
4. **Supervisors Complete** the **Supervisor Property Damage Investigation Report** Forms are available on the Employee Portal. Electronically submit or email completed form to Safety Director no later than next business day.
5. **Employee(s) Complete** the **Accident Investigation Statement**. This statement must be submitted by each employee involved, including employees who witnessed the accident. Forms are available on the Employee Portal. Electronically submit or email completed form to Safety Director no later than next business day.

CITY ACCIDENT REVIEW TEAM

All vehicle accidents should be documented by the employee involved and their direct supervisor and submitted to the Safety Director.

The Accident Review Team will report to management with the results of their review. Management will take the appropriate steps and communicate the results to the affected driver and supervisor.

VEHICLE SELECTION, INSPECTION AND MAINTENANCE

1. Introduction:

Proper selection and maintenance of equipment are important aspects of this program. Reduced operational costs and accidents from vehicle defects are the direct result of a well implemented maintenance policy.

2. Vehicle Selection:

Selection of vehicles begins with understanding the wrong equipment can result in excessive breakdowns, create hazards to personnel, incur costly delays and contribute to poor service and customer complaints. The City of Hastings purchases vehicles designed for their intended use.

3. Vehicle Inspection:

The employee responsible for the vehicle will inspect the vehicle semi-annually using the Vehicle Inspection Report form (part 6 of this section) and forward the report to the appropriate vehicle and maintenance mechanics. More frequent inspections and reports may be required based on heavy use.

4. Vehicle Maintenance:

Vehicle maintenance can take the form of three distinct programs: preventive maintenance, demand maintenance, and crisis maintenance. While all three types have their role in the Motor Vehicle Safety Program, the most cost effective control is preventive maintenance. The groundwork for a good preventive maintenance program starts with management. A review of manufacturer's specifications and recommendations for periodic preventive maintenance should be integrated with the actual experience of the vehicles.

- A. Preventive maintenance (PM) is performed on a mileage or time basis. Typical PM includes oil/filter changes, lubrication, tightening belts and components, engine tune-ups, brake work, tire rotation, hose inspection/replacement and radiator maintenance.
- B. Demand maintenance is performed only when the need arises. Some vehicle parts are replaced only when they actually fail. These include light bulbs window glass, gauges, wiring, air lines, etc. Other "demand maintenance" items involve vehicle components that are worn based on information from the vehicle condition report. These include tires, engines, transmissions, universal joints, bushings, batteries, etc. Since these situations are identified through periodic vehicle inspection, they can actually be classified within the PM program.

C. Crisis maintenance involves a vehicle breakdown while on the road. While situations of this type may happen regardless of the quality of the PM program, it is an expensive alternative to not having an effective preventive maintenance program at all. Crisis maintenance situations should be minimized through proper PM procedures.

5. Recordkeeping:

The City of Hastings vehicle selection, inspection and maintenance program is only as good as its recordkeeping procedures. Employees will forward all vehicle maintenance records for maintenance performed to the appropriate vehicle and maintenance mechanic. Vehicle Inspection Report is available on the Employee Portal.

DRIVER SAFETY REGULATIONS

1. **Safety Belts:**

The driver and all occupants are required to wear safety belts when the vehicle is in operation or while riding in a vehicle. The driver is responsible for ensuring passengers wear their safety belts.

2. **Impaired Driving:**

The driver must not operate a vehicle at any time when his/her ability to do so is impaired, affected, influenced by alcohol, illegal drugs, prescribed or over-the-counter medication, illness, fatigue or injury.

3. **Traffic Laws:**

Drivers must abide by the federal, state and local motor vehicle regulations, laws and ordinances.

4. **Vehicle Condition:**

Drivers are responsible for ensuring the vehicle is maintained in safe driving condition. Drivers of daily rentals should check for obvious defects before leaving the rental office/lot and, if necessary, request another vehicle if the first vehicle is deemed unsafe by the employee. Drivers are encouraged to rent vehicles equipped with air bags and ABS brakes, where available.

5. **Communication/Listening Devices such as cellular telephones, radios, ear buds, etc.:**

The following procedures apply to employees driving on City of Hastings business who wish to use cellular telephones or any other communication/listening devices in the vehicle.

- A. Drivers may use a hands-free feature on a cell phone. To comply, an employee must have their cell phone located where they are able to initiate, answer, or terminate a call by touching a single button. The employee must be in the seated driving position and properly restrained by a seat belt. Employees are **not** in compliance if they unsafely reach for a cell phone, even if they intend to use the hands-free function.
- B. Texting while driving is prohibited.
- C. Employees are prohibited from using any headsets, earbuds or similar device while operating equipment.

6. Motorcycles:

Employees are prohibited from using motorcycles when traveling on business for the City of Hastings.

7. General Safety Rules:

Employees are not permitted to:

- A. Pick up hitchhikers.
- B. Accept payment for carrying passengers or materials.
- C. Use any radar detector, laser detector or similar devices.
- D. Transport flammable liquids or gases unless a DOT or Underwriters' Laboratories approved container is used, and only then in limited quantities.
- E. Use of burning flares will be discouraged. The preferred method is the use of reflective triangles.
- F. Assist disabled motorists by pushing or pulling another vehicle or assist accident victims beyond their level of medical expertise. If a driver is unable to provide the proper medical care, he/she must restrict his/her assistance to calling the proper authorities. Your safety and well being is to be protected at all times.
- G. Smoke, use smokeless tobacco, vape, or use e-cigarettes in City of Hastings owned vehicles or equipment.
- H. Be in possession of deadly weapon(s) in city vehicle, per city ordinance.

360 Safety Walk Around Program

The purpose of the 360 Safety Walk Around Program is to reduce the frequency of preventable accidents by encouraging all Employees that drive a car, SUV, pick-up or a truck to perform a walk around inspection of their vehicles before leaving the area and use a spotter if one is available.

At least one out of three traffic accidents involving a City driver is a backing up related accident. This type of accident can be prevented simply by walking around the vehicle to check for obstructions and using a spotter if available before backing up and driving away from an area. It is important to also examine the path to be taken when backing up, especially when distance is significant.

Experience has shown that this walk around procedure creates a level of awareness and alertness that has been effective in avoiding this type of accident. More than just backing accidents can be prevented by the walk around. There are many incidents of property damage caused by vehicle sideswiping low profile stationary objects as the driver pulls away. Drivers are often focused on the task at hand and forget about obstacles they've seen when arriving. Most importantly, this practice will identify any persons in the immediate area. This also is a good time to look for damage to the vehicle.

Drivers participating in the 360 Safety Walk Around Program will be provided with a lime green cone. The cone serves as a reminder to walk around the vehicle. Before the driver leaves the vehicle, they place the cone on the hood or the dash of the vehicle. Upon returning to the vehicle, the driver will do a 360 degree walk around of the vehicle to check for obstacles and any persons in the area. Then they will remove the cone and place it in the front seat. This will be repeated every time when reentering the vehicle. If you have another employee with you or in the same area of work they should spot for you as you back up.

The success of this program is dependent on individual participation to the habit of placing the cone on the hood or dash of the vehicle and making the inspection.

