

City of

BEATRICE

Board of Public Works

Monthly Report

December 2014



City of Beatrice, Nebraska

400 ELLA STREET – BEATRICE, NE 68310
PHONE (402) 228-5200 – FAX (402) 228-2312

MONTHLY REPORT DECEMBER 2014

ADMINISTRATION

Tobias J. Tempelmeyer, City Administrator

- Attended NPPD customer meeting regarding the wholesale contract.
- Met with IBEW Union representatives to negotiate union contract.
- Met with Chad Podolak from NPPD regarding change in WAPA allocation.
- Met with Landlord Association regarding notification policy.
- Met with Michael Harris regarding Biodiesel Plant.
- Met with HDR about establishing a timeline for the construction of our new landfill.
- Met with KMEA regarding providing wholesale power to Beatrice.

A list of the current status of the Capital Improvement Projects for FY15 is attached, marked as “Exhibit A”.

The status on the active Strategic Planning and Goal Setting list is attached, marked as “Exhibit B”.

A list of completed goals from the Strategic Planning and Goal Setting list is attached, marked as “Exhibit C”.

FINANCIAL

Linda S. Koch, City Clerk/Asst. Treasurer

General and Street Fund financial statements for the month ending September 30, 2014 will not be available until after the audit is completed.

LEGAL

Gregory A. Butcher, City Attorney

- Continued Union negotiations and advised Mayor and City Administration on related matters.
- Continued to coordinate the active civil matters pending with the City. Reviewed filings in the Meints Tort Claim Appeal with the Nebraska Court of Appeals.
- Coordinated with Building Inspections office to continue work on list of dilapidated houses and houses for potential demolition including 1114 Court Street.
- Worked extensively on the matter of 407 Court Street. Reviewed documents, title information, tax information, spoke with Main Street Beatrice, and contacted Structural Engineering Firms.
- Worked with Public Properties and the Engineering Department to apply for another grant for the Scott Street Ball Fields and to continue to coordinate efforts on the southwest bike trail extension.
- Continued negotiations for the resolution of one (1) Dangerous/Potentially Dog and held a Potentially Dangerous Dog Appeal Hearing.
- Processing and reviewing a number of JMV matters submitted to my office by Building Inspections.

- Continued investigation of assault matter set for Trial in December/January.
- Met with representatives of Goossen regarding new development in the Covered Bridge Heights area. Finalized initial plat and brought it forth to Planning and Zoning Commission for approval.
- Continued to work with the League of Municipalities on legislation to combat false auto insurance.
- Reviewed the Nebraska Supreme Court's opinion in ten (10) Meints Junk Motor Vehicle cases. The City successfully defended the matter on appeal. Advised the Code Enforcement Officer, Police Department, and City Administration.
- Met with representatives from Nebraska Game and Parks, the City Engineer, Director of Public Properties to review the SE Bike Trail Extension project.
- Reviewed and advised on a number of Economic Development Projects which are in the works.

A list of the cases filed for the month of September is attached, marked as "Exhibit D".

BUILDING INSPECTIONS

Linda Schindler, Building Inspections Secretary

Building Permits

A total of fourteen (14) building permits were issued and fees collected in November. See attached list, marked as "Exhibit E". Total fees collected for building permits was \$9,594.25.

Plan Reviews

There were Plan Reviews for Goossen Construction for an RV Storage Building, Norris Public Power District for a remodel, and an addition for Duonix (Flint Hills).

Demolitions of Dilapidated Structures

The City had no demolitions this month. See attached list, marked as "Exhibit F", for the demolitions in process.

Planning & Zoning

The Planning and Zoning Board did not meet this month due to no items for an agenda.

Code Enforcement

Rob Mierau, Code Enforcement Officer

The Code Enforcement Officer reviewed eleven (11) code violations in November. Nine (9) of these violations are currently being investigated and two (2) have been corrected. Fifty-four (54) violations from previous month's reports have been corrected and were cleared in November. See attached list, marked as "Exhibit G".

On October 31, 2014 we received a demo version of the Caselle Community Development software application. This software application is designed for Building Inspections and Code Enforcement Departments. This software was purchased by the City of Beatrice, over a year ago, but has yet to be implemented into our day-to-day operations. This software "should" make this office much more organized and efficient in all phases of its daily operations by developing a centralized records location for all of our files for the Inspections Department/Code Enforcement. It will also create an organized system for distributing, tracking and locating permits, inspections, complaints, and code violations.

November has been spent exploring the software's capabilities while evaluating it with our processes, to determine what we needed to do to implement this software. It was then required for us/me to develop multiple areas of a required database for Caselle to load into the software program. In addition, I have supplied ideas to Caselle to improve/streamline the use of their product, which they have accepted and developed, specifically to suit our needs/requests.

On November 10, 2014 I completed approximately one-third of database and sent it to Caselle to be evaluated, uploaded, and implemented into our program. This portion included: forms, permits, permit fees, and property data.

On November 24, 2014 I completed the last two-thirds of the database and sent it to Caselle to be evaluated, uploaded, and implemented into our program. This portion included: organizational information, contacts types, users, codes, inspections, report data, and operation checklists.

We are hoping to go live with this software in early December, but I am not optimistic with that timeline. I am truly hoping to have it up in running by mid-to-late December.

Due to the necessity to correctly implement this software, which is time consuming, I had to sacrifice proactive code enforcement, but not entirely, to ensure this is done correctly for our Department (and City).

I have addressed all complaints of code violations as they have come into the office and continue to manage those cases; and we have conducted all follow-up on previous (prior to my hiring date) complaints, which can be seen in the "Status Report" section of this report. The Building Inspections Office is continuing to "catch-up" with its organization, from being short-staffed over the last several months. We continue to finalize, close, and file building permits from earlier this year. I have assisted on/completed more than 30 building inspections during the month of November.

POLICE DEPARTMENT

Bruce Lang, Chief of Police

We have completed our testing process and have made conditional offers of employment to two candidates. One candidate is already certified and is a police officer in O'Neil Nebraska. He will be replacing Rob Mireau who became the City Code Enforcement Officer. Officer Ernie Reiss will retire at the end of December and he will be replaced by a former Corrections Officer. This individual will begin training at the Nebraska Law Enforcement Training Center in January.

With this hire he will be our fifth person hired from the Nebraska Department of Corrections. Nearly all of the hires were highly ranked correctional officers who were looking to make a career change. It has worked well for us.

With the Christmas season here we see a slight spike in activity especially alcohol related crimes. We participate in the Click It or Ticket programs, where the State Department of Highway Safety, pays the overtime bill for Officers and Dispatchers to run increased traffic enforcement.

It is a difficult part of job this time of year when we encounter so many dysfunctional families and the children who are caught up in this mess. Alcohol is usually a factor when we are called to these situations however, the fundamental family dynamics are often so bad that alcohol abuse is just a part of the problem.

Most Officers can vividly remember when they went to their first domestic at Christmas, only to find a drunk dad has torn down the Christmas tree, ripped open all the presents and thrown them around the house while his frightened children hid in another room. It's a scene you can't quite get out of your head.

As always if you have any questions please feel free to give me a call.

Animal Control

Animal Control received 42 calls in November.

Animal neglect calls - 4

Dog At large - 12

Dead animal - 8

Injured animal - 3

Misc. calls - 5

Trapped Cats - 4

Cat calls - 6

FIRE DEPARTMENT

Brian Daake, Fire Chief

Last month we responded to a total of 183 emergency medical calls and 18 fire and/or hazardous material calls. In November 2013, we responded to 193 emergency medical calls and 26 fire and/or hazardous material calls.

This November Tuesday was the busiest day of the week for medical calls with a total of 36. In November 2013, the busiest day of the week was Friday, with 38 medical calls.

The top three transport locations of the 183 medical calls are as follows: 87 were transported to Beatrice Community Hospital & Health Center, the second highest was Bryan Medical Center West with 17 patients, and third with 12 patients was Bryan Medical Center East.

Of our medical service level provided last month 54% of our medical calls were ALS, 23% BLS, and 22% were in the other category (not transported, called off, no one found when on location, etc).

Average time spent on the medical calls continue to vary from area to area. This time frame is from time of us being dispatched to returning to quarters. This average includes all 911 medical calls including those that were not transported or cancelled. The average time spent last month on these calls inside of Beatrice was 00:43:57. The average time in our EMS District had an average time of 01:23:53. Outside of our EMS District had an average time spent of 01:13:42. Time averages for in town transfers were 00:53:59 and out of town transfers had an average time of 02:40:54. Average time for all EMS calls was 01:29:11. There were four public education events.

Training topics for the month of November include: Apparatus driving and operations, Ebola, Structural Firefighting Protective Clothing, Self-Contained Breathing Apparatus, Ventilation, Hydrant Operations, House Fires: Modern Strategies & Tactics, Incident Command System, and Basement Fires.

Firefighter Kevin Weakland unexpectedly retired this month. Following the established Civil Service Process we hired Thomas Moody as his replacement. Tom is a graduate of the Fire Protection Technology Program with SCC, an EMT, and was a member of the Southwest Rural Fire Department.

Having and healthy staff of firefighters did not last very long for us. November saw one of the guys broke his foot, so he will be out for a few weeks. Another one had a significant surgical procedure and will be out for a few weeks as well. Hopefully, both will help up quickly.

The members of Beatrice Fire and Rescue wish you all a nice and safe Holiday Season.

As always, if you have any questions feel free to contact me at any time.

PUBLIC PROPERTIES

Mark Pethoud, Director of Public Properties

Police Department

- Public Properties staff has been working at HVAC system project at the Police Department. Demolition is 70 percent complete. Staff has been removing duct work and moving electrical conduit for the project.

Miscellaneous

- Staff repaired two (2) bridges on the Homestead Trail between Beatrice and Pickrell. Staff replaced 2x6 decking and hand rails that were damaged.
- Staff has been servicing equipment getting it ready for the upcoming mowing season.
- Tree trimming is currently being completed on the Homestead Trail two (2) miles south of Pickrell and is continuing north for three (3) miles.
- Installed Christmas lights at Charles Park and Trailhead Park. Main Street Beatrice supplies the lights needed to do this.
- Exercise Station Number 5 is ordered and will arrive in the about four (4) weeks. Funds for this station were funded with Beatrice Plus funds.
- Painting at the City Auditorium will begin in the next couple of weeks. Funds were provided by Keep Beatrice Beautiful for the paint.

BOARD OF PUBLIC WORKS

FINANCIAL

Janet Byars, Office Manager

Electric energy sales for November 2014 were 8.55% lower than November 2013 due to decreased consumption. Residential sales decreased by 7.778%, Commercial sales increased by 7.656%, General Demand sales decreased by 3.638% and Large Light and Power sales decreased by 11.54%. The Large Light and Power customers are Neapco, Accuma, Exmark, Wal-Mart and the Beatrice Community Hospital. Store Kraft services were terminated on October 22, 2014 and were reflected in the lower consumption in the Large Light & Power sales. Revenues were 3.089% lower in November 2014 due to overall decreased consumption. Year-to-date Revenue for FY2015 is 6.34% lower than FY2014 Revenue for the same time period.

Water sales for November 2014 were 3.01% lower than November 2013. Residential sales for November 2014 decreased by 2,116,000 gallons and were 8.808% lower than November 2013. Commercial water sales for November 2014 decreased by 128,000 gallons and were .78% lower than November 2013. Contract sales for November 2014 decreased by 344,000 gallons and were .755% lower than November 2013. Revenues were 4.513% higher due to the implementation of a water rate increase as of October 1, 2014. Year-to-date Revenue for FY2015 is 6.30% lower than FY2014 Revenue for the same time period.

The Water Infrastructure Fee for November 2014 was \$11,612.00. The Year-To-Date Water Infrastructure Fee billed is \$23,321.00.

WPC Commercial sales for November 2014 were 21.32% lower than November 2013. Overall revenues were .12% lower due to decreased consumption. Revenues for Residential Sewer were .285% lower due to decreased consumption and revenues for Commercial Sewer were .2595% higher due to the implementation of a wastewater rate increase as of October 1, 2014. Year-to-date Revenue for FY2015 is 1.458% lower than FY2014 Revenue for the same time period.

The Wastewater Infrastructure Fee for November 2014 was \$16,878.00. The Year-To-Date Wastewater Infrastructure Fee billed is \$33,906.00.

The auditors were in our offices the week of November 10 and November 17. They will be returning the week of December 22 and December 29.

ENGINEERING DEPARTMENT

James Burroughs, City Engineer

Engineering Department is continuing to build the GIS system for street signs and pavement markings, water and sanitary sewer system. Currently efforts have been concentrated on locating manholes and determine invert elevations.

Storm Sewer

1. Scott Street Ball Fields: The Street Department has once again begun their construction operation at the east end of the project. Currently shaping the ditch to the east and removing the soil portion of the roadway to the west. Engineering Department has set construction stakes for line and grade.
2. MS4 Permit: Efforts have begun with the services of FHU consulting engineers to update the necessary reports for grants funds received from the NDEQ. A review of our storm water inspection program is being conducted. The grant for the 2014 -2015 duration has been approved and signed by the City of Beatrice. Reporting efforts for the 2013-2014 grant is being filed with the NDEQ.

Several Stormwater violations have been found throughout the City and sited with a compliance warning letter. They include:

- a. Victorian Inn – Improper installation of silt fence.
- b. Goosen Storage/Shop at Hwy 136 and Logan Street – Improper installation of silt fence.
- c. Tiemann 3rd and Belvedere – Improper installation of silt fence at the Belvedere street culvert.

Public Properties

1. SE Trail: Engineering Department, along with the City Administration, met with the Nebraska Game and Parks concerning the overall process of completing the National Environmental Policy Act (NEPA) Categorical Exclusion and the design for this portion of the trail. ROW research and Topographical surveying has begun for the portion in the City. A wetlands research along the alignment or the trail has been conducted and presented in the NEPA. The portion of the trail that extends the Hoover property appears to have some Hazardous Material concerns. Terracon has been contacted to help with this portion of the NEPA.
2. City Building: A review of the plans for improvements to the City Building entrance is being conducted. ADA regulations are the focus making and making sure vehicles can easily re-enter onto Ella Street without any negative traffic impacts.

Streets

1. Driveway and Sidewalk Inspections: Inspections of driveways and their associated sidewalks to make sure they meet the new ADA requirements have been conducted.
2. Misc. Concrete Repairs: Tiemann Construction submitted a final pay request for the project. Change Order No. 1 was created that adjusted the final quantities based on as-built conditions. Due to the untimely nature for the construction of the project, liquidated damages were figured based on number of calendar days past September 15, 2014 to December 10, 2014 minus any weather days. Change Order No. 2 was created to adjust the final payment amount by \$4,500.00 for liquidated damages.
3. 6th and Industrial Row: Plans are being created for the intersection improvements. Details and the right turn lane configuration are being included into the plan set.

Plats & Subdivisions

Covered Bridge Subdivision: Preliminary Plats information has been submitted to the Engineering Department. This was forwarded onto all departments for a quick cursory review. Review comments were generated and submitted back to the developer and his engineer. A meeting was held between the Engineering Department and the design engineers to go over all of the comments and the changes necessary for approval.

An updated Preliminary Plat was submitted to the Engineering Office for review. Additional comments were created and provided to the Developer. The preliminary plat was submitted to the Planning and Zoning Commission on December 2, 2104 for approval. Next phase will be submission of construction plans.

Water

Water Transmission Main Relocation: The BNSF railroad has a section of track that is currently experience erosion issues due to the Big Blue River. They plan to relocate a section of track further away from the river. In doing so, the City of Beatrice will have to relocate an existing 14-inch water main that is located in their right-of-way. A preliminary lay out was submitted by a BNSF engineering group. A review was conducted. An Easement description was created by the Engineering department in order to relocate this main on private property. This has been approved and signed by the adjacent property owner.

Due to the availability of pipe material and the amount of the flow being conveyed through this section of pipe, the Engineering and Water department both agree that a 12-inch pipe in this section would suffice. Construction operation is near completion.

Sanitary Sewer

NEAPCO: Negotiations are being conducted with the industry concerning their cooling water system used by their process equipment that is currently being sent into the sanitary sewer system. This large amount of water is over taxing the capacity of the existing sanitary sewer line. NEAPCO is in the process of installing a closed loop cooling system for the equipment over the next year that will significantly reduce the amount sent in the City of Beatrice system.

Floodplain Management

Flood Elevation Certificates: None during this time frame

Fire Department

514 West Ella Street: Due to a fire, an inspection by the Engineering Department was requested by the Fire Chief. Based on a site visit, the property was deemed unsafe of occupancy.

ELECTRIC DEPARTMENT

Pat Feist, Superintendent

The following projects were worked on this past month:

Distribution Work

Work continues on the alley rebuild between 2nd to 7th Streets, between Court and Ella Streets. The block between 2nd and 3rd Streets has been built out and converted to 12.5Kv. Four (4) poles were replaced in various areas due to the condition of the poles and upgrades that were needed. Two (2) poles were replaced in the 100 block of Shugart Street due to an accident. Crews began rebuilding a section of the well line that had to be relocated due to a railroad project. Two (2) days were spent on tree trimming and removal.

Work continued on replacing the underground cable and pad mount transformers from Elk to Grant Streets, 21st to 26th Streets. This is to upgrade the distribution voltage in that area from 4.16Kv to 12.5Kv. A 340' section had to have new conduit bored in. Twelve hundred and forty feet (1240') of cable and three (3) pad mount transformers have been replaced. We have also begun installing underground primary for the Lake Ridge Estates subdivision. The first section which is 340' long has been trenched and the transformer set for those lots.

Substations

Normal maintenance was performed at the substations. All the substation buildings were inspected for the winter to make sure they were sealed to prevent moisture or anything else from getting in. Also the substation control battery banks were inspected and tested to see if any replacements were needed.

Services

Eight (8) overhead services have been replaced this past month. They were replaced for service upgrades and due to bad insulation. One (1) underground service was trenched in for a new home. One (1) secondary pole was installed due to the poor condition of the pole.

Street Lighting

The Electric Department received reports on thirty-one (31) street lights and security lights which were not working. They have all been repaired. Two (2) steel street light poles were replaced in the 1500 block of Court Street due to a vehicle accident.

WATER DEPARTMENT

Steve Kelley, Superintendent

The Water Department has been working on the relocation of the 14 inch water main on railroad right-of-way just southeast of Hoag. This project was required due to the Big Blue River encroaching on the railroad and they needed to relocate their tracks. Our easement with them in 1956 stated it was our responsibility to relocate if deemed necessary in the future. It was also at our expense and their design of this relocation required us to get an easement with the farm operator. All went well on this project. It has been relocated and is in the pressure test and bacteria sampling stage at this time. If all goes as expected, it should be in service at the end of next week. Special needs were used on this project as there are two (2) overhead crossings that needed flow through them to assure that they did not freeze during the cold weather. All went as planned on this requirement.

There was a 6 inch water main break at 14th & Country Club Lane that was repaired, as well as a couple leaking water meter setters.

The Water Department has continued to test backflow devices as needed and provide personnel to read meters, work at the Landfill, and haul dirt to the Landfill for cover from the salvage dirt pile.

WPC DEPARTMENT

Dean Kelch, Chief Plant Operator

The Department jetted 13,452 feet of sewer main in November and tv'd 9,951 feet of sewer main in November and four (4) letters were sent out to home owners reporting a potential problem.

We repaired a manhole by the new Hospital which someone hit and drug off the base. We also raised one (1) by the Airport to better access the sewer lines in that area.

We had three (3) reported stoppages, none to be on the city. We also helped the Village of Barneston with a sewer back up.

At the plant we had issues with the belt press. A bearing had failed and gulled the shaft, so we removed the shaft and had it repaired, replaced a belt, and are currently working the bugs out.

Installed a "bumper hoist" on Truck 48 to assist in manhole repair and also confined space entry. We also did a firmware upgrade on our SCADA system.

All preventative maintenance is complete for the month of November.

STREET DEPARTMENT

Jason Moore, Superintendent

The Street Department completed winter services for all vehicles (fuel filters and hydraulic filters/fluid). New racking was installed inside the new shop bay.

We finished crack sealing Glenover area and started on Hwy 77 and spot patched throughout town. We cleaned out culverts on Paddock Street and Tait Street, as culverts were full of gravel off of street.

The Department worked a small winter storm on November 15th and 16th. After the snow event all trucks were greased and washed. We worked on tank spraying setup for the winter de-icing application (nozzles, pump, and motor). Snow fence was installed along Industrial Row.

Crews hauled dirt and sweepings from Center Street stockpiles to the Landfill for intermediate cover stockpile. We also loaded pallets of bricks onto trailers that were purchased by Antique Brick Warehouse.

All gravel streets in town were bladed once and streets were swept 15 days of the month.

The Department provided one (1) employee to work at the Landfill 14 out of 18 working days.

Exhibit "A"

Capital Improvement Projects - FY15
Progress as of December 11, 2014

CITY

Item	Funding Source	Amount Budgeted	Amount Spent	Status
Police CAD Equipment	911 Funds	10,825.00	-	No Action Taken
Fire Apparatus Replacements	PR	200,000.00	-	Replace Extrication Truck
Fire Station and Equipment Improvements	MFO	47,000.00	16,193.40	Station Renovation project ongoing; turnout gear ordered; share of repeaters
Fire EMS Equipment (Power Cot & MDC)	GR/EMS	30,000.00	-	No Action Taken
Public Properties Equipment	GR	15,000.00	21,989.00	Mower purchased for \$10,950.00; Truck for Inspections Department for \$11,039.00
City Building Improvements - Auditorium	FA/GR	70,000.00	-	Paint Gym (\$10,000 Grant); Boiler Replacement; Automatic Door Opener SE Door
City Building Improvements - PD	GR	67,200.00	53,902.00	HVAC equipment has arrived.
City Building Improvements - PD	GR	100,000.00	38,316.00	Demolition is 70% complete. Contractor has installed duct work and AC unit is set.
City Building Improvements - Library	PR	30,000.00	38,550.00	Contract Awarded to Elkhorn West Construction. Low bid \$38,550.00 - Start April 21, 2014.
Library Basement Improvements	PR	2,000,000.00	1,461,178.00	Contract Awarded to Elkhorn West Construction. Low bid \$1,144,800.00 - Start April 21, 2014.
Senior Center Parking Lot	GR	20,000.00	-	No Action Taken
Library Computer Replacements	FA/PR	4,477.00	-	No action taken at this time, waiting until contractor's work is complete
Library Computer Replacements	GR	4,232.00	-	No action taken at this time, waiting until contractor's work is complete
Computer Replacement & Software Payment	GR	53,000.00	878.64	No Action Taken
Water Park Improvements	LT	20,000.00	-	No Action Taken
Park Road Improvements	GR	38,000.00	-	No Action Taken
Hannibal Bike Trail	FA/GR	1,104,106.00	-	Finalizing Route
Homestead Trail	GR	20,000.00	-	Replace Rock
Homestead - South Trail	FA/KR	262,500.00	-	Grant Application scored #3, waiting for Federal Funding
Exmark Park	GR	19,000.00	18,958.50	Matting was ordered on October 7, 2014. Delivery is expected in 10-12 weeks.
Hannibal Park Tennis Court Improvements	KR	9,200.00	-	No Action Taken
Chautauqua Park Boat Ramp	KR/GR	43,000.00	-	Boat Ramp is in the design phase

STREET

Item	Funding Source	Amount Budgeted	Amount Spent	Status
South Hwy 77 - Mill & Overlay (Federal Project)	Street	645,000.00	-	Waiting for invoice from NDOR.
Curb & Gutter Project	Street	100,000.00	-	No Action Taken
Miscellaneous Concrete Repairs	Street	100,000.00	11,466.49	No Action Taken
Collector Mill & Overlay	Street	160,000.00	-	No Action Taken
Catch Basins	Street	10,000.00	2,008.27	
Concrete Reconstruction	Street	125,000.00	-	No Action Taken
2nd Street, Court to Ella	Street	180,000.00	-	NDOR is hiring engineer
Drainage Ditch Reconstruction - West Scott Street	Street	10,000.00	-	No Action Taken
Drainage Ditch Reconstruction - East Scott Street	Street	50,000.00	-	No Action Taken

Exhibit "A"

Capital Improvement Projects - FY15
Progress as of December 11, 2014

ELECTRIC

Item	Funding Source	Amount Budgeted	Amount Spent	Status
Vehicle & Equipment Replacement	Electric	250,000.00	84,300.00	Replace Digger Derrick #17 and Truck
New Street Lighting	Electric	70,000.00	-	LED street lights have been ordered.
Transformers	Electric	100,000.00	-	
AMI (Automatic Metering Infrastructure)	Electric	500,000.00	-	Contract with Landis & Gyr has been signed and we are working on a preliminary schedule.
Decorative Lighting - Business District	Electric	45,000.00	-	No Action Taken
Load Management	Electric	17,250.00	4,153.20	
12.5 Kv Conversion Projects	Electric	350,000.00	34,374.06	Started UG conversion in East Beatrice area. Currently pulling new wire in conduit. Have begun rebuilding the alley between Court and Ella, in conjunction with the alley repaving project.
Ball Field Lighting	Electric	120,000.00	-	Contract with Musco Lighting approved by Council and work has begun.

WATER

Item	Funding Source	Amount Budgeted	Amount Spent	Status
South & North Water Tower Mixer	Water	21,700.00	-	Quarterly Payments
Install VFD's at Wellfield	Water	43,000.00	-	VFD's have been ordered.
Water Main Replacements	Water	385,000.00	12,540.90	The BNSF watermain relocation is complete with an estimated cost of \$55,000.00.
Well Rehab #7	Water	23,000.00	-	
Meters	Water	115,000.00	4,664.78	
AMI (Automatic Metering Infrastructure)	Water	148,000.00	-	Contract with Landis & Gyr has been signed and we are working on a preliminary schedule.
Vehicle & Equipment Replacement	Water	35,000.00	33,834.00	The replacement truck for #86 is on order through Beatrice Ford.

WPC

Item	Funding Source	Amount Budgeted	Amount Spent	Status
Various Manhole/Sewer Repairs	WPC	50,000.00	16,535.00	
Replace Two (2) Raw Sewage Pumps	WPC	311,400.00	-	No Action Taken
Sewer Line Model	WPC	50,000.00	-	No Action Taken
Trenchless Pipe Lining	WPC	-	85,005.00	

#1	<p>Improve the financial stability of the City to have \$1M in cash reserves</p> <ul style="list-style-type: none"> • Completed – September 2013 • Cash Reserve Policy Drafted & Presented 	Administration
#2	<p>Build unrestricted cash reserves to equal 6 months cash requirements in each department</p> <ul style="list-style-type: none"> • Completed – Electric & WPC • Cash Reserve Policy Drafted & Presented 	BPW
#5	<p>Study the possibility of combining the Water & WPC Departments</p> <ul style="list-style-type: none"> • Plan developed and started September 30, 2013 	BPW
#8	<p>Continue to seek grant opportunities</p> <ul style="list-style-type: none"> • Identify projects and seek grant - ongoing 	Administration
#9	<p>Find a source of funding of grant dollars for infrastructure replacement projects</p> <ul style="list-style-type: none"> • Identify projects and seek grant - ongoing 	Administration
#11	<p>Examine our rates and explore options to make our rates as competitive as possible</p> <ul style="list-style-type: none"> • Attend NPPD meetings and/or hire outside consultant - ongoing 	Electric
#14	<p>Redesign City Hall to improve the safety of the employee</p> <ul style="list-style-type: none"> • Bids exceeded budget, re-evaluating design 	City/BPW Admin.
#15	<p>Examine all electric wholesale options</p> <ul style="list-style-type: none"> • Tobias is a member of the small group negotiate with NPPD and exploring other wholesale providers - ongoing 	Electric
#20	<p>Complete trail from Water Park to Hannibal Park</p> <ul style="list-style-type: none"> • Grant awarded. Budgeted for an anticipated FY15 construction 	Public Properties
#25	<p>Improve department fiscal responsibility with improved budgeting and planning</p> <ul style="list-style-type: none"> • Exploring new budgeting processes 	Administration

#27	<p>Improve facilities at Scott Street Ball Fields including lights, bathrooms, parking areas, and additional playground equipment</p> <ul style="list-style-type: none"> • Applied for Nebraska Games and Parks Grant October 1, 2014 for ADA playground. Results will be announced in January 2015. 	Public Properties
#31	<p>Develop and implement changes to the Fire Station (single station, dual station, and remodel?) in conjunction with a use plan for the City Auditorium</p> <ul style="list-style-type: none"> • Remodel complete. Still need to address the apparatus space and life safety issues. 	Fire
#33	<p>Complete the Bike Trail system throughout the City (Fairbanks)</p> <ul style="list-style-type: none"> • Received grant for extending trail south out-of-town. Waiting for Notice to Proceed. 	Public Properties
#44	<p>Finish the voltage conversion out of Substation #4 & #5 to remove the old 4160Kv transformers from the system</p> <ul style="list-style-type: none"> • Substation #5 has been completed – November 2014. • Substation #4 – August 2015 	Electric
#46	<p>We have so many miscellaneous concrete repairs. These projects are parts of the streets that are in very bad shape.</p> <ul style="list-style-type: none"> • Budgeted \$210,000 for repairs in FY14. Contract awarded to R.L. Tiemann Construction – Summer 2014 	Street
#47	<p>Develop a plan to fund the for cleanup of Manufactured Gas Plant facility</p> <ul style="list-style-type: none"> • EPA and NDEQ reviewing proposed clean up method – Summer 2014 	Administration
#47	<p>Renovate the Skate Board Park with improved steel structures, eliminating the current wood structure</p> <ul style="list-style-type: none"> • New equipment has arrived and will be installed as time and weather permits. 	Public Properties
#47	<p>Have all rural EMS contracts in place</p> <ul style="list-style-type: none"> • Chief Daake has recently met with Clatonia. Ongoing challenges with the neighbors. 	Fire
#50	<p>Improve the ADA accessibility at City Hall</p> <ul style="list-style-type: none"> • See #14 	Administration

#56	<p>Participate with the Library Board and Library Foundation to complete the planning, bidding, and construction phases of the lower level development program and associated main floor remodeling.</p> <ul style="list-style-type: none"> • Bids received – Project awarded to Elkhorn West – Anticipated completion – February 2015 	Library
#56	<p>Inspect at least one percent of the collection system every year. This would include videoing the lines and replacing or lining them if necessary.</p> <ul style="list-style-type: none"> • WPC is inspecting thousands of feet of sewer line each month. 	WPC
#61	<p>Implement systematic review of all sections of the City Code and Zoning Ordinance</p> <ul style="list-style-type: none"> • Task force created 	Legal
#64	<p>Improve welcome signs on the 5 main entrances to the City</p> <ul style="list-style-type: none"> • Acquiring permission to use design 	Administration
#71	<p>Install a boat dock at Chautauqua Park (Cook)</p> <ul style="list-style-type: none"> • Designing Boat Ramp – November 2014 	Public Properties
#73	<p>Establish a City of Beatrice Safety Manual</p> <ul style="list-style-type: none"> • Revising BPW Safety Manual – November 2014 	Administration
#78	<p>Review and revise job descriptions</p> <ul style="list-style-type: none"> • Retained Capital City Concepts – Anticipate completion December 2014 	Administration
#85	<p>Replace the existing decorative lighting along Court Street with decorative lights that allow for the removal of the overhead lights. Place existing downtown lights along the trail.</p> <ul style="list-style-type: none"> • Working with NDOR on lighting standards 	Electric
#86	<p>Demolish the storage buildings at 1st & Ella Street and replace them with a new storage facility</p> <ul style="list-style-type: none"> • New buildings being constructed – November 2014 	Electric
#90	<p>Improve handicap accessibility in City buildings and park facilities, including play structures</p> <ul style="list-style-type: none"> • See #50 and #84 	Public Properties

#92	<p>Locate a suitable indoor facility for vehicle maintenance and storage for Police Dept</p> <ul style="list-style-type: none"> • Have located one site for \$600/month. Continuing to look for other sites – July 2014 	Police
#95	<p>Develop a long-term (3-5 year) strategic plan for the Fire Department</p> <ul style="list-style-type: none"> • Currently exploring the cost of fire suppression system in building, cost to replace apparatus Floor, address life safety issues, plumbing issues, detection, and security systems. A conservative cost estimate to install a fire suppression system in the City Auditorium is \$185,000. 	Fire
#95	<p>Vehicle and Equipment Analysis and how we book it on the G/L</p> <ul style="list-style-type: none"> • Ongoing – October 2014 	BPW
#99	<p>Research, explore, decide, and educate on different classification options for our Reserve Firefighters (this is based upon if they are injured on the job workman comp will be based on their Fire Department wages, not their real wages)</p> <ul style="list-style-type: none"> • State law has changed this year and this is not the issue that it was 	Fire
#99	<p>Asset Analysis - clean-up and retire old assets and develop a better way of monitoring EL & WT meters</p> <ul style="list-style-type: none"> • Ongoing – Projected that Water will be completed by September 2014; Electric will be completed during FY2015 	BPW
#102	<p>Research alternative and future radio communication system (digital, IP, etc.) Correct our issue of using the same channel to operate on and be paged out on</p> <ul style="list-style-type: none"> • Continuing to work with PD in updating the system 	Fire
#102	<p>Continue to replace the underground distribution lines in the Country Club area and east Beatrice</p> <ul style="list-style-type: none"> • Ongoing – Currently working on circuits in East Beatrice 	Electric
#108	<p>Implement case management software for investigations and department</p> <ul style="list-style-type: none"> • Waiting on second set of upgrades. Scheduled for the week of October 22, 2014 – November 2014 	Police
#108	<p>Expand the improvements made to 5th Street between Court and Ella to additional streets within the downtown area</p> <ul style="list-style-type: none"> • Additional lights to be installed on Ella Street – FY15 	Electric

#113	<p>Examine adding a coverage option to our health insurance plan that is employee and spouse</p> <ul style="list-style-type: none"> • Hired Lockton Group to assist in reviewing health insurance options – Spring 2015 	Administration
#118	<p>Generate an annual training calendar for the Fire Department</p> <ul style="list-style-type: none"> • Developing a schedule that will also work for our ISO rating and hazmat team with NEMA 	Fire
#126	<p>Demolition of three (3) houses per year</p> <ul style="list-style-type: none"> • 517 West Mary has been demolished – August 2014 • 2407 Arapahoe Trail has been demolished – October 2014 	Inspections
#126	<p>Remove all 2 pole structures in downtown alleys</p> <ul style="list-style-type: none"> • Tied to #44 – September 2015 	Electric
#130	<p>Finish computer upgrade</p> <ul style="list-style-type: none"> • See #33 	IT
#137	<p>Develop a plan for the installation of ADA accessible corners at all intersections throughout the City</p> <ul style="list-style-type: none"> • Completing 176 corners in FY14 	Street
#157	<p>Zero suppression hearing loss</p> <ul style="list-style-type: none"> • Ongoing – Goal met in 2014, not in 2013 	Police
#157	<p>No sustained internal investigations</p> <ul style="list-style-type: none"> • Ongoing – Goal met in 2014, not in 2013 	Police
#157	<p>Update and review all department based policies and best practices</p> <ul style="list-style-type: none"> • Ongoing 	Administration
#157	<p>Research the benefits of an automatic aid agreement with Beatrice Rural for structure fires</p> <ul style="list-style-type: none"> • Continue conversation with Beatrice Rural Fire 	Fire
#157	<p>Develop policies for extension of utility service and requirements for contribution-in-aid of construction for new and existing customers</p> <ul style="list-style-type: none"> • Draft of revision – October 2014 	Administration

#157	Upgrade to the SCADA system at the WPC Plant	<ul style="list-style-type: none"> • System has been reviewed by Olsson Associates. Will complete SCADA upgrades during the plant upgrades. 	WPC
#157	Replace the mechanical parts in the clarifiers	<ul style="list-style-type: none"> • System reviewed by Olsson Associates. Will not replace, parts will be destroyed during the plant upgrades. 	WPC
#157	Reconstruction of alley approaches. Repair 5 a year until bad ones are repaired.	<ul style="list-style-type: none"> • Ongoing – Replacing 16 in City Wide Resurfacing – Will work to replace 5 – Summer 2014 	Street
#157	Revise all policies and ordinances regarding the installation of sidewalks	<ul style="list-style-type: none"> • See #150 	Legal
#157	Finish updating NDOR ADA policy	<ul style="list-style-type: none"> • Revision under way – March 2015 	Legal
#157	Attend 90% of all League meetings	<ul style="list-style-type: none"> • Ongoing 	Administration
#157	Examine the possibility of renting rather than purchasing machinery (Moore)	<ul style="list-style-type: none"> • Ongoing 	Administration
#157	Install new sidewalks (Parde)	<ul style="list-style-type: none"> • Some new sidewalks have been installed 	Public Properties

Strategic Planning and Goal Setting 2013 – Action Steps and Progress
COMPLETED

#3	<p>Prepare placing the additional ½ cent sales tax on the May 2014 ballot</p> <ul style="list-style-type: none"> • Completed – February 2014 	Administration
#4	<p>Complete the annexation of properties that do not require significant infrastructure</p> <ul style="list-style-type: none"> • Completed June 2013 	Administration
#7	<p>Examine the feasibility of bonding street improvements</p> <ul style="list-style-type: none"> • Studied and decided to pass at this time – January 2014 	Administration
#10	<p>Replace 1 mile of undersized mains (less than 6” in diameter) on an annual basis</p> <ul style="list-style-type: none"> • The two (2) water main projects budgeted in FY ’14 have been completed. Additional water main project is complete. 	Water
#13	<p>Develop a plan to replace all existing street lights with LED lights</p> <ul style="list-style-type: none"> • Multi-year project – completed for 2014 	Electric
#16	<p>Determine which department is responsible for Stormwater and have an employee become certified</p> <ul style="list-style-type: none"> • James Burroughs is responsible for Stormwater 	Administration
#17	<p>Replace water main on 6th Street from Bell Street to Caldwell</p> <ul style="list-style-type: none"> • Completed – June 2014 	Water
#19	<p>Complete construction of the C & D Landfill</p> <ul style="list-style-type: none"> • Completed – October 2013 	Landfill
#20	<p>Review the results of the Landfill or transfer station study to make a decision</p> <ul style="list-style-type: none"> • Decision to build a new Landfill was made – October 2014. 	Landfill
#23	<p>Reconstruction of curbs & gutters. Some that need repaired are as follows: Nichols Avenue to Tait on South 9th, Market Street between 13th & 16th, Lincoln Street between 12th & 13th.</p> <ul style="list-style-type: none"> • Complete 	Street

Exhibit "C"

Strategic Planning and Goal Setting 2013 – Action Steps and Progress
COMPLETED

#24	<ul style="list-style-type: none"> Line one mile of sanitary sewer line each year <ul style="list-style-type: none"> • Completed – October 2014. 	WPC
#25	<ul style="list-style-type: none"> Develop a Use Plan for the City Auditorium <ul style="list-style-type: none"> • Building Inspections and Housing moved – April 2014 	Public Properties
#27	<ul style="list-style-type: none"> Complete the Highway 136 Relocation Study to determine the feasibility and timeline <ul style="list-style-type: none"> • Study completed – June 2014 	Administration
#29	<ul style="list-style-type: none"> Draft a personnel policy book for all non-union employees <ul style="list-style-type: none"> • Completed – August 2014 	Administration
#31	<ul style="list-style-type: none"> Update the City website to make it more user friendly and provide additional content <ul style="list-style-type: none"> • Completed – February 2014 	IT
#33	<ul style="list-style-type: none"> Complete the accounting software replacement and implementation <ul style="list-style-type: none"> • Completed – August 2014 	Administration
#33	<ul style="list-style-type: none"> Examine the feasibility of installing an AMI system for the Electric and Water Depts <ul style="list-style-type: none"> • Selected Landis & Gyr as the vendor. Contract to Council 11-17-14. 	Electric/Water
#36	<ul style="list-style-type: none"> Meet the minimum state standards for officer training <ul style="list-style-type: none"> • Completed for 2013 	Police
#41	<ul style="list-style-type: none"> Purchase a new camera capable of inspecting and recording the lines for evaluation <ul style="list-style-type: none"> • Completed – December 2013 	WPC
#44	<ul style="list-style-type: none"> Decide to fix the baler or purchase a compactor <ul style="list-style-type: none"> • Completed – May 2013 	Landfill
#50	<ul style="list-style-type: none"> Upgrade the SCADA control system at the Service Center <ul style="list-style-type: none"> • Completed – May 2014 	Electric

Strategic Planning and Goal Setting 2013 – Action Steps and Progress
COMPLETED

#50	<p>Reconstruct 1 downtown alley to concrete per year. Alley Reconstruction - \$200,000/year. Alleys that need repaired: Between 3rd & 5th, Court to Ella; Between 8th & 9th, Market to Court; Between 5th & 6th, Ella to High</p> <ul style="list-style-type: none"> • Complete – October 2014 	Street
#60	<p>Examine staffing needs of the Landfill and review the option of reorganizing the existing staff or hiring an additional employee</p> <ul style="list-style-type: none"> • Completed – July 2014 	Landfill
#61	<p>Draft and present to the City Council a fee resolution</p> <ul style="list-style-type: none"> • Completed – October 2013 	Legal
#61	<p>Study the long term viability of operating the current WPC plant and the capabilities of our current WPC plant meeting new regulatory guidelines regarding phosphorous and nitrate removal</p> <ul style="list-style-type: none"> • Study completed – July 2014 	WPC
#64	<p>Teach all police officers the 4 basic dispatch functions: Operate radio, answer non-emergency phone calls, answer 911 phone calls, and paging</p> <ul style="list-style-type: none"> • Completed – 2013 	Police
#67	<p>Mill & Overlay</p> <ul style="list-style-type: none"> • Complete 	Street
#73	<p>Examine staffing needs of the Building Inspection Department during busy construction periods with high demands</p> <ul style="list-style-type: none"> • Hired 1 Building Inspector – November 2013 	Administration
#84	<p>Create a handicap playground (Riverside Project 2013)</p> <ul style="list-style-type: none"> • Completed – August 2013 	Public Properties
#92	<p>Develop a Customer Service Manual outlining such things as the budget program, extensions, deposits, etc.</p> <ul style="list-style-type: none"> • Completed – February 2014 	BPW

Strategic Planning and Goal Setting 2013 – Action Steps and Progress
COMPLETED

#95	Update the City's Hazard Mitigation Plan <ul style="list-style-type: none"> Completed - June 2014 	Administration
#102	Repair and repurpose the tennis courts at Riverside Park <ul style="list-style-type: none"> Completed – August 2013 	
#102	Develop a policy regarding the installation of non-BPW utilities within the City (Vetrovsky) <ul style="list-style-type: none"> Completed – June 2013 	Administration
#108	Upgrade voltage regulator controls at the substations <ul style="list-style-type: none"> All controls have been installed – October 2014 	Electric
#108	Add a construction fee to all customers to fund infrastructure replacement projects. This would allow us to increase the amount of work done each year. <ul style="list-style-type: none"> Completed – October 2013 	
#113	Use reserves to decrease overtime in the Fire Department (Langdale) <ul style="list-style-type: none"> Reserves are assigned to shifts to assist in reducing overtime - Completed 	Fire
#113	Purchase personal recorders for officers <ul style="list-style-type: none"> Purchased and Deployed – Completed February 2014 	Police
#118	Examine the feasibility of converting our vehicle fleet to compressed natural gas <ul style="list-style-type: none"> Studied and not feasible at this time 	Administration
#118	To save money maybe we could do away with road side mowing. This would free up one employee to do something else. City Code states that it is the responsibility of the property owner to maintain their property to the middle of the road. We do not mow curbside streets. We could save about \$5,000 to \$10,000/year, depending on if we have a wet or dry summer. <ul style="list-style-type: none"> Reduced road side mowing to once during FY13 	Street
#118	Prepare comparability calculations for Union negotiations <ul style="list-style-type: none"> Calculations completed – October 2014 	Administration

Strategic Planning and Goal Setting 2013 – Action Steps and Progress
COMPLETED

#130	<ul style="list-style-type: none"> • Have another employee become CDBG certified • Completed – July 2013 	
#134	<ul style="list-style-type: none"> • Attend Legislature Hearings and/or contact State Senators regarding Legislative Bills that impact Beatrice • Completed for 2014 Legislative Session 	Administration
#141	<ul style="list-style-type: none"> • Examine the feasibility of hiring a full-time City mechanic • Studied and not feasible at this time – May 2013 	Administration
#150	<ul style="list-style-type: none"> • Build parking lot near the Carnegie Building • Completed – June 2014 	Engineering
#156	<ul style="list-style-type: none"> • Acquire the software necessary to enable all Department Heads to have access to the Engineering Department's GIS mapping • Completed – October 2013 	Engineering
#157	<ul style="list-style-type: none"> • Install Life Trail Fitness Stations along the trails to promote public health initiatives • Installed three (3) stations – October 2013 	Public Properties
#157	<ul style="list-style-type: none"> • Reorganize Beatrice Plus • Completed – June 2013 	
#157	<ul style="list-style-type: none"> • Install Life Trail Fitness Stations along the trails to promote public health initiatives • Installed two (2) stations – November 2013, 3rd to be installed in Spring 2014 	Public Properties
#157	<ul style="list-style-type: none"> • Installation (grant completion) of the backup generator for the Fire Station • Completed – Summer 2013 	Fire
#157	<ul style="list-style-type: none"> • Develop a way to bypass our lift station in an emergency event • Completed – November 2013 	WPC

Exhibit "C"

Strategic Planning and Goal Setting 2013 – Action Steps and Progress
COMPLETED

- | | | |
|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| #157 | Completion of the Assistance of Firefighter's Grant for auto extrication equipment with in service training on the new tools (assuming the money from the federal grant is still issued) | Fire |
| | <ul style="list-style-type: none">• Completed – January 2014 | |
| #157 | Publish the BPW Board Policies on the website | Administration |
| | <ul style="list-style-type: none">• Posted on website – Completed February 2014 | |
| #157 | Repair/replace the roofs on the buildings if needed | WPC |
| | <ul style="list-style-type: none">• Roof on main office building and garage have been recoated – Completed June 2014 | |
| #157 | Replace the ATV used to help with Plant maintenance | WPC |
| | <ul style="list-style-type: none">• Completed – July 2014 | |

Exhibit "C"

Exhibit "D"

CASES FILED

	November - 2014	November - 2013	YTD - 2014	YTD - 2013
TRAFFIC	14	18	200	206
NUISANCE/JMV	2	0	4	4
CRIMINAL	5	6	39	69
PARKING	2	0	22	22
CIVIL CASES	0	0	0	1
Totals	23	24	265	302
Voided Citations (No Proof Ins/No Valid Reg)	15	3	122	68
Completed STOP Class	1	0	31	31
Restitution	\$546.17			
Warrants Issued	6			

Exhibit "E"

Building Permits - November 2014

Permit #	Date	Address	Contractor	Owner	Building	Valuation	Bldg	C.C.	Pibg	Mech	C Cut	Side	Dem	Misc	Charge
14-460	10/29/2014	507 N 25th	Schoen Roofing	Karia Hays	Roof	7000	1	1							139.25
14-461	10/30/2014	1515 N 9th	Self	Al Saltzman	Deck	2,096	1								69.25
14-462	10/31/2014	1924 Jefferson	Scott Shepler	Robert Soldo	Roof	3,500	1								83.25
14-463	10/29/2014	963 W Court	Self	Goossen Construction	R.V. Storage Bldg	275,000	1								1,973.50
14-464	11/5/2014	606 Irving	Hampton Comm Const	Norris Public Power District	Alteration	200,000	1								1,553.75
14-465	11/5/2014	422 S 8th	Buhr Const	Callan Williams	Roof	7,000	1								139.25
14-466	11/6/2014	1123 N 19th	Brian Hutchinson	Dave Wiedel	Roof	3100	1								83.25
14-467	11/6/2014	220 N 26th	Mark Lewien	Ray Totten	Screened in Deck	5235	1								111.00
14-468	11/6/2014	500 Bellwood Dr	Beach const.	Joyce Bell	Roof	9,000	1								167.25
14-469	11/6/2014	917 Paddock	Self	Gene Schlake	Roof	4,000	1								97.25
14-470	11/7/2014	2315 Centennial Dr	Burns & McDonnell	Duonix (Flint Hills)	Addition	858,000	1								4,934.25
14-471	11/12/2014	1604 S 3rd Ave	Mid-American Bldgs	Phil Cook	Shed	3,200	1								83.25
14-042PL	11/5/2014	124 Shugart	Paul's Plumbing	Dennis Behrens	Plumbing				1						102.00
14-043PL	10/29/2014	1209 Doyle Ln	Wrightsmen Plumbing	Joel Huenink	Plumbing				1						197.00

TOTALS 1,370,131 11 0 2 2 0 0 0 0 \$ 9,594.25

Exhibit "F"**Demolitions - Completed**

Date	Address	Permit #	Type of Bldg	OWNER
1/22/2014	504 Bell	14-002	House	Carriage Motors
1/22/2014	510-510 1/2 Bell	14-003	House	Carriage Motors
1/22/2014	2000 S 4th	14-004	House	Steve Crosier
1/24/2014	1309 Elk	14-001	House	Larry Wolken
1/24/2014	700 N 26th	14-005	House	Rob Shafer
1/30/2014	339 Cheyenne	14-006	Trailer	Hoyle's N 77 Mobile Hms
1/30/2014	504 Hoyt	14-007	House	Beatrice Enterprise
2/5/2014	1306 S 9th	14-018	Comm Bldg	Good Samaritan Society
3/5/2014	709 N 4th	14-009	House	Marie Rodriguez
4/3/2014	539 W Court	14-008	Garage	Twin Rivers
4/10/2014	1608 N 9th	14-010	Garage	Bruce Sejkora
4/24/2014	909 N 12th	14-011	Garage	Lynn Dyer
6/17/2014	930 N 2nd	14-013	House	Rod & Deb Rehm
8/7/2014	1603 Lincoln	14-014	House	Jim Zabokrtsky
8/15/2014	517 W Mary	14-012	House	Richard & Marie Cronkite
12/3/2014	2924 W Belevedere	14-015	House	Mark Pethoud
12/3/2014	963 W Court	14-016	House	Goossen Construction
12/3/2014	500 Bell	14-017	House	Dennis Rinne

Demolitions - In Progress

Date	Address	Type of Bldg	Owner
8/15/2014	1114 E Court	House	Shawn Hein
10/15/2014	2407 Arapahoe Trail	Trailer	Robt. Jones/M. Parrish
11/12/2014	407 Court	House	George Warnick

Exhibit "F"

CURRENT DEMO STATUS

1. 1223 Jefferson Street – P. Schonoweis – Title Report received September 17, 2012.
2. 1114 E Court Street – Shawn Hein – Title Report ordered and received. Letter sent for Inspection Request to Hein and to Vandelay. Received Waiver of Inspection from Shawn. Lyle & fireman entered structure on June 5, 2014 & took pictures. Prepared Notice & Order, disconnected utilities, issued Certificate of Substandard Building. Called for a Title Report on October 14, 2014. Sent Notice and Order to Cyclone Assets on November 4, 2014 and received certified card back November 6, 2014. Asbestos inspection ordered for next week, December 16-18.
3. 214 N 8th Street – HMC Enterprises – Refuses to grant permission to inspect and no response regarding request for the Letter of Intent. They indicated verbally they were going to begin repairing the windows and doors by April, but that has not occurred.
4. 407 Court Street – George Warnick – Title Report ordered. Request for Substandard Building issued. Served Notice and Order to George and mailed certified Notice and Order to Mike Willhite. Put Condemnation placard on the building and ordered utilities to be disconnected. Prepared an Affidavit of Service and Certificate of Substandard Building. Certified card signed off on December 1, 2014.

Code Enforcement Department Status Report November 2014

On October 31, 2014 we received a demo version of the Caselle Community Development software application. This software application is designed for Building Inspections and Code Enforcement Departments. This software was purchased by the City of Beatrice, over a year ago, but has yet to be implemented into our day-to-day operations. This software "should" make this office much more organized and efficient in all phases of it's daily operations by developing a centralized records location for all of our files for the Inspections Department/Code Enforcement. It will also create an organized system for distributing, tracking and locating permits, inspections, complaints, and code violations.

November has been spent exploring the software's capabilities while evaluating it with our processes, to determine what we needed to do to implement this software. It was then required for us/me to develop multiple areas of a required database for Caselle to load into the software program. In addition, I have supplied ideas to Caselle to improve/streamline the use of their product, which they have accepted and developed, specifically to suit our needs/requests.

On November 10, 2014 I completed approximately one-third of database and sent it to Caselle to be evaluated, uploaded, and implemented into our program. This portion included: forms, permits, permit fees, and property data.

On November 24, 2014 I completed the last two-thirds of the database and sent it to Caselle to be evaluated, uploaded, and implemented into our program. This portion included: organizational information, contacts types, users, codes, inspections, report data, and operation checklists.

We are hoping to go live with this software in early December, but I am not optimistic with that timeline. I am truly hoping to have it up in running by mid-to-late December.

Due to the necessity to correctly implement this software, which is time consuming, I had to sacrifice proactive code enforcement, but not entirely, to ensure this is done correctly for our department (and city).

I have addressed all complaints of code violations as they have come into the office and continue to manage those cases; and we have conducted all follow-up on previous (prior to my hiring date) complaints, which can be seen in the "Status Report" section of this report. The Inspections Office is continuing to "catch-up" with it's organization, from being short staffed over the last several months. We continue to finalize, close, and file building permits from earlier this year. I have assisted on/completed more than 30 building inspections during the month of November.

Rob Mierau
Code Enforcement Officer

"The first rule of any technology used in a business is that automation applied to an efficient operation will magnify the efficiency. The second is that automation applied to an inefficient operation will magnify the inefficiency." - Bill Gates

**Code Enforcement Department
Status Report**

November 1 – November 30, 2014

Violation	Complaints Received Public or Internal	Complaints Received from the Police	Status of Complaints Received			Violations Corrected
			(A) No Action	(B) In-Progress	(C) City Attorney	
(1) Dilapidated Structures -	1	0	0	1		0
(2) Junk Vehicles -	8		0	6	0	2
(3) Misc. Nuisance (City Codes) – (Trash, Junk, Car parts, Misc. Nuisances, Etc.) Storm Water	2	0		2		0
(4) Property Code Violations – (ICC Property Maintenance Codes)	0	0	0	0	0	0
(5) Weed complaints, Trees, shrubs, Snow Removal Complaints	0	0				0
(6) Other Issues – Zoning Violations, Building & Safety Violations – (No permits, Minor structural, Life Safety)	0	0		0		0
Totals -	11	0	0	9	0	2
Complaints received this Month -	11		Violations corrected this Month -			2
			Violations Corrected from Previous Months Reports -			54
			Total Violations Corrected This Month -			56

Current Year to Date

All Violation	Complaints Received Public or Internal	Complaints Received from the Police	Total # Violations Corrected
Complaints Received Last Month -	7	51	54
Complaints Received This Month -	11	0	2
Total Complaints Received YTD -	463	Violations Corrected YTD -	532