

Crete City Council Regular Meeting
Tuesday, October 17, 2023 6:00 PM
Crete City Hall
243 E 13th Street
Crete, NE 68333

1. Open Meeting

- In accordance with Nebraska law, a copy of the Open Meetings Act can be found in the back of the Council Chambers.
- Items listed on the agenda may be considered in any order.
- Please stand for the Pledge of Allegiance.

2. Roll Call

- Attendance of members will be recorded to determine the presence of a quorum for official actions.

3. Consent Agenda

- All items listed on the consent agenda will be approved by one motion and vote. No separate discussion of these items will occur unless the Mayor, a Councilmember, or a citizen so requests. If such a request is made, the item will be moved out of the consent agenda and considered separately.

3.A. Approve Meeting Minutes

- 3.A.1. October 3, 2023 Finance Committee Meeting minutes
- 3.A.2. October 3, 2023 Personnel Committee Meeting minutes
- 3.A.3. October 3, 2023 Public Safety Committee minutes
- 3.A.4. October 3, 2023 Public Works Committee Meeting minutes
- 3.A.5. October 3, 2023 City Council Meeting minutes

3.B. September 19, 2023 Public Works Committee Meeting minutes

3.C. Accept the City Treasurer's Report

3.D. Approve the Payment of Claims Against the City

3.E. Approve Blue River Arts Council LB840 Grant Reimbursement Request totaling \$108,761.47.

4. Items of Business

- Action may be taken to discuss/limit discussion, to hear testimony in favor of or in opposition to, and to approve or disapprove any matter presented under this title.

4.A. Consider the approval of a CDBG contract amendment to extend the contract end date to November 2024 for the completion of the City's Downtown Revitalization project.

4.B. Consider Resolution NO. 2023-20 Accepting The Work In Street Improvement Projects Nos. 2021-1,2,3,4 and 5; Establishing A Time And Place For The Hearing On Special Assessments In Such Districts; And Related Matters.

4.C. Consider approving payment of claims to Crete Ace Hardware in the amount of \$1,268.66.

- 4.D. Consider a motion to ratify all actions of Tom Ourada, our LARM representative, identified in the minutes of the Annual Members Meeting of the League Association of Risk Management on September 27, 2023, including the election of nominees to the LARM Board of Directors.
- 4.E. Consider authorizing submittal of a letter of interest to participate in the Thriving Communities Program "Grant Application".
- 4.F. Consider Gordon Bridges as a new volunteer firefighter.
- 4.G. Consider the City of Crete Drug/Alcohol Testing Program Policy with the requirements of the Department of Transportation (DOT).
- 4.H. Consider a recommendation to the City Council on the City of Crete Non-DOT Anti-Drug Plan & Non-DOT Alcohol Misuse Plan.
- 4.I. Consider Ordinance No. 2180 Relating to Business Registration; To Amend Section 10-301 Of The Crete Municipal Code To Include Businesses Transacting In The City Of Crete, Nebraska.
- 4.J. Consider Ordinance No. 2181 Relating to Business Registration; To Amend Section 10-302 Of The Crete Municipal Code To Define Transacting Business.
- 4.K. Consider Ordinance 2182 Amending Ordinance 2177 Non-Bargaining Unit Officer and Employees Salaries & Wages Salaried Positions.
- 4.L. Consider Ordinance No. 2183 Relating to Solid Waste Rates
- 4.M. Consider Ordinance No. 2184 Relating to Consumer Deposits; To Amend Section 3-121
- 4.N. Consider authorizing a contract for TraCS to provide e-citation services for the Police Department.

5. Petitions - Communications - Citizen Concerns

- Citizen testimony may be limited to 3 minutes per person.
- Please do not repeat testimony that has already be heard.
- No action can be taken on matters presented under this title except to answer any questions or to refer the matter for further action.

6. Officers' Reports

- Reports may be given by Officers, Departments, Committees, or Councilmembers concerning the current operations of the City.
- No action can be taken on matters presented under this title except to answer any questions or to refer the matter for further action.

6.A. October 3, 2023 Planning Commission Meeting minutes

6.B. September 12, 2023 Library Board Meeting Minutes

7. Adjournment

Disclaimers & Notices

- The Council may enter into closed session to discuss any matter on this agenda when it is determined that a closed session is clearly necessary for the protection of the public interest or the prevention of needless injury to the reputation of an individual (if such individual has not requested a public meeting) or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was

called. If the motion to close passes, then immediately prior to the closed session the Mayor shall restate on the record the limitation of the subject matter of the closed session.

- The City of Crete assures that no person shall on the grounds of race, color, national origin, age, disability, handicap or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of the City receiving Federal financial assistance. To report discrimination, contact the City Clerk's office.
- The complete agenda with attachments is available at www.crete.ne.gov.



CITY COUNCIL FINANCE COMMITTEE MEETING

October 3rd, 2023 at 5:00 PM
Crete City Hall, 243 East 13th Street

MINUTES

Notice of the meeting was given by posting, the appointed method for giving notice as shown by the attached notice, at the following locations:

City Hall, 243 East 13th Street
Post Office, 1242 Linden Avenue
City Bank and Trust, 1135 Main Avenue

Advance notice of the meeting was also given to committee members. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open meetings Act, Laws of the State of Nebraska, in the back of the council chambers. All proceedings shown were taken while the meeting was open to the attendance of the public.

1. Open Meeting

2. Roll Call

Kyle Frans: Present
Ashley Newmyer: Present
Dale Strehle: Present

Present: 3.

3. Items of Business

3.A. Consider a recommendation to the City Council approving Old Main Bar & Grill as a contractor for Crete Keno.

Mike Neverbe discussed opening a new Keno location at the Old Main Bar and Grill. He explained that this location has a different demographic and is a good addition. If approved, the equipment will be ordered and be in by the end of the month or the first part of November. He explained that the legislature passed a bill that would allow for mobile keno to play games you can pay with a debit card or checking or savings account and if you win the money would go into that account. But this will be until the regulations are set.

Recommend to the City Council approving Old Main Bar & Grill as a contractor for Crete Keno. Carried with a motion by Dale Strehle and a second by Ashley Newmyer.

Kyle Frans: Aye, Ashley Newmyer: Aye, Dale Strehle: Aye
Aye: 3, No: 0

4. Officers' Reports

5. Adjournment



CITY COUNCIL PERSONNEL COMMITTEE MEETING

October 3rd, 2023 at 5:00 PM
Crete City Hall, 243 East 13th Street

MINUTES

Notice of the meeting was given by posting, the appointed method for giving notice as shown by the attached notice, at the following locations:

City Hall, 243 East 13th Street
Post Office, 1242 Linden Avenue
City Bank and Trust, 1135 Main Avenue

Advance notice of the meeting was also given to committee members. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open meetings Act, Laws of the State of Nebraska, in the back of the council chambers. All proceedings shown were taken while the meeting was open to the attendance of the public.

1. Open Meeting

2. Roll Call

Tom Crisman: Present
Kyle Frans: Present
Ashley Newmyer: Present
Present: 3.

3. Items of Business

3.A. Consider a recommendation to the City Council on amending Section 4.05 of the Personnel Rules and Regulations to clarify the use of time banks when using FMLA and/or Disability Benefit Plans.

City Administrator Tom Ourada explained that this is to clarify some confusion caused from time to time. The policy says that you can use sick leave, then comp time and then vacation when requesting FMLA. However, our insurance plan provider requires to use vacation time first and not sick leave when on short-term disability. Employees read the FMLA portion of the policy and when HR talks to them about having to use vacation rather than sick time for short-term disability so they can be reimbursed fully, they get upset. We have talked to our plan provider about changing the requirements and they will not. They are relatively inexpensive, so we don't want to search for someone else simply based on that. Ourada stated that the intent here

is to add the section to provide clarification on short- and long-term disability and they will use whatever the plan providers specifications require and that will overwrite our FMLA requirements and this is not a change, it is just clarifying.

Recommend to the City Council on amending Section 4.05 of the Personnel Rules and Regulations to clarify the use of time banks when using FMLA and/or Disability Benefit Plans. Carried with a motion by Kyle Frans and a second by Ashley Newmyer.

Tom Crisman: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye

Aye: 3, No: 0

4. Officers' Reports

5. Adjournment



CITY COUNCIL PUBLIC SAFETY COMMITTEE MEETING

October 3rd, 2023 at 5:00 PM
Crete City Hall, 243 East 13th Street

MINUTES

Notice of the meeting was given by posting, the appointed method for giving notice as shown by the attached notice, at the following locations:

City Hall, 243 East 13th Street
Post Office, 1242 Linden Avenue
City Bank and Trust, 1135 Main Avenue

Advance notice of the meeting was also given to committee members. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open meetings Act, Laws of the State of Nebraska, in the back of the council chambers. All proceedings shown were taken while the meeting was open to the attendance of the public.

1. Open Meeting

2. Roll Call

Tom Crisman: Present
Anthony Fitzgerald: Present
Dan Papik: Present
Present: 3.

3. Items of Business

3.A. Consider a recommendation to the City Council on a 4-year service agreement for the Fire Department's Lifepak AED's.

Fire Chief Allen stated that this item was brought up at the last meeting and it was tabled. It was a misunderstanding on his part and these are new lifepak AED's and are needed items.

Recommend to the City Council on a 4-year service agreement for the Fire Department's Lifepak AED's. Carried with a motion by Tom Crisman and a second by Anthony Fitzgerald.
Tom Crisman: Aye, Anthony Fitzgerald: Aye, Dan Papik: Aye

Aye: 3, No: 0

3.B. Consider a recommendation to the City Council on the purchase of a chassis for the bush rig.

Fire Chief Tod Allen stated that this would be to purchase a 2023 Dodge Ram Regular Cab Chassis for the amount of \$59,500. This would replace a 96 Ford used a grass rig but they would continue to use it if needed. Chief Allen stated that if they get approval to purchase the 2023 Dodge Ram they would have a back end built for it. They had that done before about 7-8 years ago and it cost them \$45,000. With the back end they can ride where the pump is at. They hope to be under \$150,000 when it is all set and done with the chassis and the back end. Chief Allen stated that right now if his math is right they have \$290,000 in the equipment fund, and \$75,000 of ARPA funds coming in. That puts them at \$365,000 but they will be paying \$205,000 final on the ambulance, and that will leave them with \$160,000 for fire equipment, which would cover this expenditure and leave their fund really low. In 2019 when they had to purchase a chassis for the ambulance that cost them \$79,000 and this one is \$20,000 less. With this chassis they would like to purchase, they would like to put 400 gallons of water.

City Administrator Tom Ourada stated that it is likely that the back end will be in the next budget year.

Recommend to the City Council on the purchase of a chassis for the bush rig. Carried with a motion by Anthony Fitzgerald and a second by Tom Crisman.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Dan Papik: Aye

Aye: 3, No: 0

3.C. Consider a recommendation to the City Council on the application for a Retail Liquor License from Casey's Retail Company DBA Casey's 4303 located at 2151 Cardinal Ln, Crete, NE.

City Administrator Tom Ourada stated that this is what Casey's Retail Company DBA Casey's 4303 needs in order to sell alcohol.

Recommend to the City Council on the application for a Retail Liquor License from Casey's Retail Company DBA Casey's 4303 located at 2151 Cardinal Ln, Crete, NE. Carried with a motion by Anthony Fitzgerald and a second by Tom Crisman.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Dan Papik: Aye

Aye: 3, No: 0

3.D. Consider a recommendation to the City Council authorizing the Police Department to apply for the Highway Safety STEP Grant.

Police Sergeant Jon Pucket explained that the Special Traffic Enforcement Program the STEP program provides them with more grant applications for the year. They tell them how much money they will receive at the beginning of the year and it allows them to participate in other activities during the year. They still do the Click It or Ticket, among other things. This gives them the ability to participate in the pumpkin festival this weekend. If they had officers over there they wouldn't have anyone scheduled for that night to be overtime. If they have this fund and they meet the requirements for NDOT they can still turn in the money to be reimbursed for the officers to be there. Pucket explained that this way they don't have to worry about it coming out of their budget and they are trying to apply for \$77,490 which is 280 hours per

officer time for 5 officers. This helps to allow them to focus on traffic enforcement around town. They completed a study to find where there are problem areas in town, like 13th and Main Ave, the different areas where there are more accidents

Recommend to the City Council authorizing the Police Department to apply for the Highway Safety STEP Grant. Carried with a motion by Tom Crisman and a second by Anthony Fitzgerald.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Dan Papik: Aye
Aye: 3, No: 0.

4. Officers' Reports

5. Adjournment



CITY COUNCIL PUBLIC WORKS COMMITTEE MEETING

October 3rd, 2023 at 5:00 PM
Crete City Hall, 243 East 13th Street

MINUTES

Notice of the meeting was given by posting, the appointed method for giving notice as shown by the attached notice, at the following locations:

City Hall, 243 East 13th Street
Post Office, 1242 Linden Avenue
City Bank and Trust, 1135 Main Avenue

Advance notice of the meeting was also given to committee members. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open meetings Act, Laws of the State of Nebraska, in the back of the council chambers. All proceedings shown were taken while the meeting was open to the attendance of the public.

1. Open Meeting

5:35 pm

2. Roll Call

Dan Papik: Absent

Anthony Fitzgerald: Present

Dale Strehle: Present

Present: 2, Absent: 1.

3. Items of Business

3.A. Consider a recommendation to the City Council on the Ramaekers Addition Administrative Subdivision.

Tom explained that this is a three-acre track, about a half mile south of Crete, across the river, and east of the roadway. This request conforms with the city's ordinance on administrative subdivisions.

A recommendation was made to the City Council on the Ramaekers Addition Administrative Subdivision. Carried with a motion by Dan Papik and a second by Anthony

Fitzgerald.

Anthony Fitzgerald: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 3, No: 0

3.B. Consider a recommendation to the City Council on Change Order #13 on the Isis Theater Phase I

Shay Smith was present to inform the committee on Change Order #13. The Change Order is due to extra costs to add structural studs for the framing above the restrooms and some additional plywood to allow for working in this area and potential access by the owner. This change is paid for from funds they already have.

A recommendation was made to the City Council on Change Order #13 on the Isis Theatre Phase I. Carried with a motion by Dale Strehle and a second by Anthony Fitzgerald.
Anthony Fitzgerald: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 3, No: 0

3.C. Consider a recommendation to the City Council on the Contractor's Application for payment from Constructors, Inc. in the amount of \$343,495.75

Tom explained that this was a payment for the 2022 GAP Paving project.

A recommendation was made to the City Council ON the Contractor's Application for payment from Constructors, Inc. in the amount of \$343,495.75. Carried with a motion by Dan Papik and a second by Anthony Fitzgerald.

Anthony Fitzgerald: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 3, No: 0

3.D. Consider a recommendation to the City Council on an agreement for Isis Theater Phase II

Shay Smith was present to speak on behalf of this request. Last year the Isis Theatre project was split into phases due to the higher cost estimates. Phase 1 is now ready to be closed in order to close out foundation grant funding those costs. This would allow for Phase 2 to begin, which includes the auditorium.

A recommendation was made to the City Council on an agreement for Isis Theatre Phase II. Carried with a motion by Dan Papik and a second by Anthony Fitzgerald.

Anthony Fitzgerald: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 3, No: 0

3.E. Consider a recommendation to the City Council on the Interlocal Agreement between the City of Crete, Nebraska and Saline County, Nebraska to provide for pavement construction on Boswell Ave and County Road 2300 from BNSF railroad north of Highway 33 to E. 29th St.

Tom explained that this was an agreement between the City of Crete and Saline County. By signing this, it will allow the County to move forward with advertising for bids on the project. This agreement is split into thirds with Nestle Purina. At this point, there is no response from Nestle. Attorney Burge informed the committee that if Nestle does not wish to participate, the city will then restructure the agreement.

A recommendation was made to the City Council on the Interlocal Agreement between the City of Crete, Nebraska, and Saline County, Nebraska to provide for pavement construction on Boswell Ave and County Road 2300 from BNSF railroad north of Highway 33 to E. 29th St. Carried with a motion by Dan Papik and a second by Anthony Fitzgerald.

Anthony Fitzgerald: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 3, No: 0

3.F. Consider a recommendation to the City Council on a purchase agreement for lots 5-6 and lots 7-8 Block 99.

This item of business was entered into a closed session.

A recommendation was made to the City Council on a purchase agreement for lots 5-6 and lots 7-8 Block 99. Carried with a motion by Dan Papik and a second by Anthony Fitzgerald.

Anthony Fitzgerald: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 3, No: 0

3.G. Consider a recommendation to the City Council on Resolution 2023-19 for a detour from NDOT on South 103.

Tom explained that the NDOT will be making some improvements in the area of Highway 103 south. This project will take about 30-45 days. The NDOT would like to detour traffic into Crete on Main Ave. There will be some changes made to parking on both sides of the first block.

A recommendation was made to the City Council on Resolution 2023-19 for a detour from NDOT on South 103. Carried with a motion by Dan Papik and a second by Anthony Fitzgerald.

Anthony Fitzgerald: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 3, No: 0

3.H. Consider a recommendation to the City Council on City resources for school traffic and pedestrian control.

Tom recently met with the school regarding this item of business. The school would like the City's help with the traffic issue on Iris. After much discussion, it was decided more information would be needed before moving forward.

4. Officers' Reports

5. Adjournment

Adj: 6:05 pm



CITY COUNCIL REGULAR MEETING

October 3rd, 2023 at 6:00 PM
Crete City Hall, 243 East 13th Street

MINUTES

Notice of the meeting was given by posting, the appointed method for giving notice as shown by the attached notice, at the following locations:

City Hall, 243 East 13th Street
Post Office, 1242 Linden Avenue
City Bank and Trust, 1135 Main Avenue

Advance notice of the meeting was also given to committee members. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open meetings Act, Laws of the State of Nebraska, in the back of the council chambers. All proceedings shown were taken while the meeting was open to the attendance of the public.

1. Open Meeting

2. Roll Call

Tom Crisman: Present
Anthony Fitzgerald: Present
Kyle Frans: Present
Ashley Newmyer: Present
Dan Papik: Present
Dale Strehle: Present

Present: 6.

2.A. Comprehensive Plan update presentation by Confluence staff.

Christopher Shires with Confluence provided a presentation during the joint workshop #2. Including the following information

project scope and schedule, plan outline, draft review, and next steps include final approval and updates to the city code. The presentation included community vision and being a welcoming community, quality of life and diversity of housing options.

Transportation was another topic mentioned and exploring partnerships with Saline County Area

October 3rd, 2023

Transit, Public Health Solutions, Crete Area Medical Center, Doane University and Crete Public Schools. A possible location for a pedestrian overpass was discussed.

A community to grow in and existing land use. Growth restrictions, population projection, and future land use.

Priority A- Annexations

Priority B- Areas that support a wide variety of housing

Priority C- Commercial and business development

What's Next- There will be a Bilingual Public Open House on Monday, October 16th 4:30pm-6:30pm. More information is on the project website with the plan in detail.

Mayor Bauer added that Confluence has done a very good job. Now we can all get the word out so that people attend public open house.

3. Consent Agenda

Approved the Consent Agenda Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan

Papik: Aye, Dale Strehle: Aye

Aye: 6, No: 0

3.A. Approve Meeting Minutes

3.A.1. August 15, 2023 Public Works Minutes

3.A.2. September 5, 2023 Public Works Minutes

3.A.3. September 19, 2023 Finance Committee Minutes

3.A.4. September 19, 2023 Personnel Committee Minutes

3.A.5. September 19, 2023 Public Safety Committee Minutes

3.A.6. September 19, 2023 City Council Meeting Minutes

3.B. Accept the City Treasurer's Report

3.C. Approve the Payment of Claims Against the City

3.D. Nebraska Broadband Availability Map and comment page.

4. Items of Business

4.A. Consider a 4-year service agreement for the Fire Department's Lifepak AED's.

Fire Chief Allen stated that this item was brought up at the last meeting and it was tabled. It was a misunderstanding on his part and these are new lifepack AED's and are needed items.

Approved 4-year service agreement for the Fire Department's Lifepak AED's. Carried with a motion by Dan Papik and a second by Tom Crisman.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan

Papik: Aye, Dale Strehle: Aye

Aye: 6, No: 0

4.B. Consider the purchase of a chassis for the Fire Department brush truck.

Fire Chief Tod Allen stated that this would be to purchase a 2023 Dodge Ram Regular Cab Chassis for the amount of \$59,500. This would replace a 96 Ford used a grass rig but they would continue to use it if needed. Chief Allen stated that if they get approval to purchase the 2023 Dodge Ram they would have a back end built for it.

Approved the purchase of a chassis for the Fire Department brush truck. Carried with a motion by Dan Papik and a second by Anthony Fitzgerald.

October 3rd, 2023

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.C. Public hearing to hear testimony in favor of and in opposition to and to answer questions in relation to the Petition ZOA23-03 To Amend The Zoning Ordinance.

The Public Hearing was opened at 6:39pm. City Administrator Tom Ourada mentioned that the owner would like to construct on the land however, on I1 setbacks you can't build. He is requesting the zoning be changed to to C2. If this is voted on and approved to change to C2 the city street would change and that would be continuous.

The Public Hearing was closed at 6:41pm.

Open Public hearing to hear testimony in favor of and in opposition to and to answer questions in relation to the Petition ZOA23-03 To Amend The Zoning Ordinance. Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

Closed Public hearing to hear testimony in favor of and in opposition to and to answer questions in relation to the Petition ZOA23-03 To Amend The Zoning Ordinance. Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.D. Consider the Petition To Amend The Zoning Ordinance application number: ZOA23-03

Approved the Petition To Amend The Zoning Ordinance application number: ZOA23-03 Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.E. Public hearing to hear testimony in favor of and in opposition to a liquor license application for Casey's Retail Company DBA Casey's 4303 located at 2151 Cardinal Ln, Crete, NE.

The public hearing opened at 6:43pm
The public hearing closed at 6:43 pm.

Open Public hearing to hear testimony in favor of and in opposition to a liquor license application for Casey's Retail Company DBA Casey's 4303 located at 2151 Cardinal Ln, Crete, NE. Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

Closed Public hearing to hear testimony in favor of and in opposition to a liquor license application for Casey's Retail Company DBA Casey's 4303 located at 2151 Cardinal Ln, Crete, NE. Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.F. Consider the application for a Retail Liquor License from Casey's Retail Company DBA Casey's 4303 located at 2151 Cardinal Ln, Crete, NE.

Council member Dan Papik stated that the Public Safety committee met on this.

Approved the application for a Retail Liquor License from Casey's Retail Company DBA Casey's 4303 located at 2151 Cardinal Ln, Crete, NE. Carried with a motion by Dan Papik and a second by Anthony Fitzgerald.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.G. Consider the Ramaekers Addition Administrative Subdivision.

City Administrator Tom Ourada explained that this subdivision is 1/2 mile south of Crete and east of the roadway. It conforms with the ordinance.

Council member Dale Strehle stated that the Public Works committee met on this.

Approved the Ramaekers Addition Administrative Subdivision. Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.H. Public Hearing to hear testimony in favor of and in opposition to and to answer questions in relation to the following proposed regulations: Chapter 11 Article 5 Fencing Standards.

Open Public Hearing to hear testimony in favor of and in opposition to and to answer questions in relation to the following proposed regulations: Chapter 11 Article 5 Fencing Standards. Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

The public hearing opened at 6:46pm. City Administrator Tom Ourada explained that this had been discussed with the planning commission. They asked what prompted this and Ourada stated that there had been a property owner who requested an 8 foot fence. When Ourada explained to the planning commission that that would be like creating an 8ft hallway and you couldn't see.

City Attorney Anna Burge stated that the only change would be in section G. which focuses on what materials can be used and that is to make sure everything is kept cohesive and to prevent dangerous materials. This item also went to the Public Works committee. The public hearing closed at 6:49pm.

Closed Public Hearing to hear testimony in favor of and in opposition to and to answer questions in relation to the following proposed regulations: Chapter 11 Article 5 Fencing Standards. Carried with a motion by Dan Papik and a second by Dale Strehle.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan

Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.I. Consider Ordinance 2179: An ordinance to amend Section 11-502 of the Municipal Code to change design standards for fencing.

Introduce Ordinance 2179 and move that the statutory rule requiring three separate readings be suspended. Carried with a motion by Dale Strehle and a second by Dan Papik.
Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

Enact Ordinance 2179: An ordinance to amend Section 11-502 of the Municipal Code to change design standards for fencing. Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.J. Consider authorizing the Police Department to apply for the Highway Safety STEP Grant.

Police Sergeant Jon Pucket explained that the Special Traffic Enforcement Program, the STEP program, provides them with more grant applications for the year. They tell them how much money they will receive at the beginning of the year and it allows them to participate in other activities during the year.

Authorized the Police Department to apply for the Highway Safety STEP Grant. Carried with a motion by Dan Papik and a second by Tom Crisman.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye
Aye: 6, No: 0

4.K. Consider approving payment of claims to Crete Ace Hardware in the amount of \$204.28

Approved payment of claims to Crete Ace Hardware in the amount of \$204.28 Carried with a motion by Dale Strehle and a second by Anthony Fitzgerald.

Dan Papik: Abstain (With Conflict), Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dale Strehle: Aye
Aye: 5, No: 0, Abstain (With Conflict): 1

4.L. Consider approving Old Main Bar & Grill as a contractor for Crete Keno.

City Administrator Tom Ourada stated that the City Council is the governing body to grant a Keno outlet. Michael Neriby explained that Old Main Bar and Grill would be a third outlet for Keno. The City Council would have to authorize.

Council member Kyle Frans explained that it was also mentioned that there would be a kiosk and a mobile app.

Approved Old Main Bar & Grill as a contractor for Crete Keno. Carried with a motion by Kyle Frans and a second by Ashley Newmyer.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 6, No: 0

4.M. Consider the Contractor's Application for payment from Constructors, Inc. in the amount of \$343,495.75

City Administrator Tom Ourada explained that this is a typical pay application and they are on time with the work being completed. This item also went to the Public Works committee.

Approved the Contractor's Application for payment from Constructors, Inc. in the amount of \$343,495.75 Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 6, No: 0

4.N. Consider the Change Order #13 on the Isis Theater Phase I

Blue River Arts Council Director Shaylene Smith explained that this change order is for funds that they already have.

Council member Dale Strhele mentioned that this went to the Public Works committee.

Approved the Change Order #13 on the Isis Theater Phase I. Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 6, No: 0

4.O. Consider an agreement for Isis Theater Phase II

Blue River Arts Council Director Shaylene Smith explained that this is needed to that they can close out phase 1 and open phase 2. Smith stated that they have not used any of the LB840 funds and they would be using them in phase 2.

Approved an agreement for Isis Theater Phase II. Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 6, No: 0

4.P. Consider the Interlocal Agreement between the City of Crete, Nebraska and Saline County, Nebraska to provide for pavement construction on Boswell Ave and County Road 2300 from BNSF railroad north of Highway 33 to E. 29th St.

City Administrator Tom Ourada explained that this interlocal agreement is between the City of Crete and Saline County for paving. They will be going into thirds and as City Attorney Anna Burge pointed out the City could back out if the agreement isn't followed.

Approved the Interlocal Agreement between the City of Crete, Nebraska and Saline County, Nebraska to provide for pavement construction on Boswell Ave and County Road 2300 from BNSF railroad north of Highway 33 to E. 29th St. Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 6, No: 0

4.Q. Consider a purchase agreement for lots 5-6 and lots 7-8 Block 99.

City Administrator Tom Ourada stated that this is for a purchase agreement/MOU with a local developer. Currently in negotiations over the price and this went to public works.

Approve a purchase agreement for lots 5-6 and lots 7-8 Block 99. Carried with a motion by Dale Strehle and a second by Dan Papik.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 6, No: 0

4.R. Consider Resolution 2023-19 for a detour from NDOT on South 103.

City Administrator Tom Ourada explained that this is with the Nebraska Department of Transportation construction on state highway N-103 and their requested detour. This will be for about 30-45 days of a detour going through Main Ave.

Introduce and Adopt Resolution 2023-19 for a detour from NDOT on South 103. Carried with a motion by Dale Strehle and a second by Anthony Fitzgerald.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 6, No: 0

4.S. Consider amending Section 4.05 of the Personnel Rules and Regulations to clarify the use of time banks when using FMLA and/or Disability Benefit Plans.

City Administrator Tom Ourada stated that this would amend section 4.05 and adds clarification in the order time is taken during FMLA. The insurance plan provider requires the use vacation time first and not sick leave when on short-term disability. Ourada stated that the intent here is to add the section to provide clarification on short and long term disability and they will use whatever the plan providers specifications require and that will overwrite our FMLA requirements and this is not a change, it is just clarifying. This went to the Personnel Committee.

Amend Section 4.05 of the Personnel Rules and Regulations to clarify the use of time banks when using FMLA and/or Disability Benefit Plans. Carried with a motion by Tom Crisman and a second by Kyle Frans.

Tom Crisman: Aye, Anthony Fitzgerald: Aye, Kyle Frans: Aye, Ashley Newmyer: Aye, Dan Papik: Aye, Dale Strehle: Aye

Aye: 6, No: 0

5. Petitions - Communications - Citizen Concerns

Shaylene Smith mentioned upcoming events: Friday, October 20th Crete Latin Night Fiesta 7:30pm-12Am. Friday, October 27th 2023 United Band at 1206

6. Officers' Reports

- Assistant Fire Chief James Yost stated that there have been 695 calls for the year. There have been 3-4 people interested in becoming associate members to the volunteer department.
- Parks and Recreation Director, Liz Cody stated the following:
 - The RCN Grant for a pedestrian overpass that was submitted will be helpful for pedestrians.
 - Attended the 2023 Annual Nebraska Recreation and Park Association Conference and learned about many new things.
 - Hosted a high school girls softball tournament
 - Conducted a walk through of the City Park expansion at the old library site.
 - Helping to coordinate for Crete’s Great Pumpkin Festival. There will be more vendors than in previous years.
- City Administrator Tom Ourada stated the following:
 - On the next City Council meeting the Loan Agreement between the Nebraska Department of Environment and Energy and the City of Crete, Nebraska for a water well and associated main lines is going to be on the agenda. It is for \$735,000 grant and \$1,365,000 at 0.03% over 30 years.
 - Will be having nuisance property hearings in the next couple weeks. The nuisances have been divided up into two chapters. Chapter 4 for health nuisances and chapter 6 for public nuisances. There will be three hearings in the coming weeks with the Mayor, and two council members from the Public Works Committee.

Spoke with administrators from Crete Public Schools about using City of Crete resources to help with traffic. Will be looking into that in depth

7. Adjournment

Meeting adjourned: 7:14 p.m.

Mayor

(SEAL)

City Clerk-Treasurer

October 3rd, 2023

I, Jerry Wilcox, City Clerk for the City of Crete, hereby certify that the foregoing is a true and correct copy of the proceedings had and done by the Mayor and Council. I hereby certify that a copy of the Open Meetings Act was posted in the back of the Council Chambers. I certify that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and available for public inspection at the office of the City Clerk. I certify that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting and that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public. I certify that the minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of the City Council. I certify that all news media requesting notification concerning meetings of the City Council were provided with advance notification of the time and place of said meeting and the subjects to be discussed.

City Clerk-Treasurer

(S E A L)

October 3rd, 2023



CITY COUNCIL PUBLIC WORKS COMMITTEE MEETING

September 19th, 2023 at 5:00 PM
Crete City Hall, 243 East 13th Street

MINUTES

Notice of the meeting was given by posting, the appointed method for giving notice as shown by the attached notice, at the following locations:

City Hall, 243 East 13th Street
Post Office, 1242 Linden Avenue
City Bank and Trust, 1135 Main Avenue

Advance notice of the meeting was also given to committee members. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open meetings Act, Laws of the State of Nebraska, in the back of the council chambers. All proceedings shown were taken while the meeting was open to the attendance of the public.

1. Open Meeting

2. Roll Call

Dan Papik: Absent
Anthony Fitzgerald: Present
Dale Strehle: Present
Present: 2, Absent: 1.

3. Items of Business

3.A. Consider a recommendation to the City Council allowing Russ Sears to paint pumpkins on the sidewalks.

This is just touching up the existing pumpkins.

A recommendation was made to the City Council allowing Russ Sears to paint pumpkins on the sidewalks. Carried with a motion by Anthony Fitzgerald and a second by Dale Strehle.

Anthony Fitzgerald: Aye, Dale Strehle: Aye
Aye: 2, No: 0

3.B. Consider a recommendation to the City Council on plane washing rates on the fee schedule.

The airport advisory board has already discussed this Item of Business. This will be during business hours and will allow customers to use our resources to wash their planes.

A motion was made to the City Council on the plane washing rate on the fee schedule that was discussed by the airport Advisory Board. Carried with a motion by Anthony Fitzgerald and a second by Dale Strehle.

Anthony Fitzgerald: Aye, Dale Strehle: Aye
Aye: 2, No: 0

3.C. Consider a recommendation to the City Council on College Park 2nd Addition (Dittmer and Dittmer Administrative Subdivision)

A recommendation to the City Council on the College Park 2nd Addition (Dittmer and Dittmer Administrative Subdivision) Carried with a motion by Anthony Fitzgerald and a second by Dale Strehle.

Anthony Fitzgerald: Aye, Dale Strehle: Aye
Aye: 2, No: 0

4. Officers' Reports

5. Adjournment

Adj: 5:06pm Carried with a motion by Dale Strehle and a second by Anthony Fitzgerald.
Anthony Fitzgerald: Aye, Dale Strehle: Aye
Aye: 2, No: 0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

ELECTRIC

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
001-4101 CONSUMERS DEPOSIT INV. INT.	.00	1,886.75	1,000.00	(886.75)	188.7
001-4102 GAS & DIESEL FUEL SALES	6,464.74	54,086.97	30,000.00	(24,086.97)	180.3
001-4103 SALES TO CITY	21,680.97	262,345.58	275,000.00	12,654.42	95.4
001-4104 FORFEITED DISCOUNTS	4,281.53	64,086.09	40,000.00	(24,086.09)	160.2
001-4105 CONNECTIONS & COLLECTIONS	2,288.00	19,318.09	20,000.00	681.91	96.6
001-4106 R SALES	242,784.90	2,700,510.46	2,700,000.00	(510.46)	100.0
001-4107 GS SALES	108,004.96	1,258,099.75	1,400,000.00	141,900.25	89.9
001-4108 GD, GDH, LP1 SALES	404,775.78	3,999,156.62	3,700,000.00	(299,156.62)	108.1
001-4111 FORFEITED DISCOUNT - GARBAGE	352.84	4,225.88	3,000.00	(1,225.88)	140.9
001-4200 RH SALES	41,291.91	594,092.27	625,000.00	30,907.73	95.1
001-4202 LP2 SALES	183,079.88	2,165,454.03	3,000,000.00	834,545.97	72.2
001-4203 IRRIGATION SALES	147.00	2,348.44	1,500.00	(848.44)	156.6
001-4204 RENTAL LIGHTS P1	.00	19.50	3,000.00	2,980.50	.7
001-4205 RENTAL LIGHTS P2	485.50	5,806.14	3,000.00	(2,806.14)	193.5
001-4206 RENTAL LIGHTS P3	58.60	715.45	500.00	(215.45)	143.1
001-4207 RENTAL LIGHTS P4	56.20	674.40	500.00	(174.40)	134.9
001-4208 RENTAL LIGHTS M1	18.40	219.96	200.00	(19.96)	110.0
001-4209 RENTAL LIGHTS M2	26.10	312.06	300.00	(12.06)	104.0
001-4210 RENTAL LIGHTS M7	33.90	405.54	300.00	(105.54)	135.2
001-4211 POLE RENTALS - CABLEVISION	.00	130.50	3,000.00	2,869.50	4.4
001-4213 PLANT CAPACITY LEASE- MEAN	13,271.43	148,593.43	135,000.00	(13,593.43)	110.1
001-4214 CURRENT USED PLANT/WAREHOUSE	.00	.00	40,000.00	40,000.00	.0
001-4215 NATURAL GAS SOLD TO MEAN	148.88	3,608.60	6,000.00	2,391.40	60.1
001-4216 FUEL OIL SOLD TO MEAN	.00	1,371.06	.00	(1,371.06)	.0
001-4510 GARBAGE COLLECTION FEE	(41,693.39)	(908.04)	4,000.00	4,908.04	(22.7)
001-4903 INTEREST INCOME	5,238.58	17,890.43	10,000.00	(7,890.43)	178.9
001-4904 MISC. SALES	522.59	11,784.92	4,000.00	(7,784.92)	294.6
001-4911 SALE OF MATERIAL	4,464.99	14,721.98	5,000.00	(9,721.98)	294.4
001-4913 LEASE - LAND, BLDG., TOWER	400.00	1,420.00	.00	(1,420.00)	.0
001-4916 RENTALS(UNIFORM/EQUIP/LABOR)	.00	1,729.03	.00	(1,729.03)	.0
TOTAL REVENUES	998,184.29	11,334,105.89	12,010,300.00	676,194.11	94.4
TOTAL FUND REVENUE	998,184.29	11,334,105.89	12,010,300.00	676,194.11	94.4

CITY OF CRETE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

ELECTRIC

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>{EXPENDITURES}</u>					
001-6200 TRANSFER OUT	314,500.00	314,500.00	.00	(314,500.00)	.0
001-7020 OPERATION LABOR	14,391.62	182,226.76	175,000.00	(7,226.76)	104.1
001-7030 FUEL OIL USED	.00	7,107.55	5,000.00	(2,107.55)	142.2
001-7040 NATURAL GAS	521.52	5,230.39	5,000.00	(230.39)	104.6
001-7060 WATER, SALT, SEWER	202.49	2,511.00	2,000.00	(511.00)	125.6
001-7070 LUBRICANTS USED	.00	.00	2,000.00	2,000.00	.0
001-7080 MISC. PRODUCTION EXPENSES	.00	502.32	1,000.00	497.68	50.2
001-7090 FUEL OIL RECOVERY EXPENSE	61.65	735.36	1,000.00	264.64	73.5
001-7170 MAINT. GENERATION UNIT #7	379.50	14,133.18	5,000.00	(9,133.18)	282.7
001-7180 MEETING & TRAINING EXPENSES	126.95	681.68	500.00	(181.68)	136.3
001-7181 MEETING & TRAINING - LABOR	.00	.00	5,000.00	5,000.00	.0
001-7190 MAINTENANCE - SWITCHGEAR	.00	.00	1,000.00	1,000.00	.0
001-7200 MAINT. - AUX. EQUIPMENT	.00	4,178.18	1,000.00	(3,178.18)	417.8
001-7210 OUTSIDE LABOR & MATERIAL	.00	.00	1,000.00	1,000.00	.0
001-7220 BLDG & GRD MAINT.	498.66	622.19	1,000.00	377.81	62.2
001-7221 BLDG & GRD MAINT. - LABOR	.00	.00	200.00	200.00	.0
001-7230 JANITORIAL SUPPLIES	.00	1,174.21	200.00	(974.21)	587.1
001-7240 PURCHASED POWER - WAPA	33,798.53	345,372.49	330,000.00	(15,372.49)	104.7
001-7260 PURCHASED POWER - NMPP	611,057.42	6,473,246.52	8,062,525.00	1,589,278.48	80.3
001-7270 PURCHASED POWER - OTHER	6.33	69.63	.00	(69.63)	.0
001-7800 TRANSMISSION SUBSTA. EXPENSE	.00	242.31	.00	(242.31)	.0
001-7820 WHEELING EXPENSE	80,162.06	957,802.72	1,400,000.00	442,197.28	68.4
001-8000 BUILDING MAINT-MATERIAL	60.42	4,473.36	2,000.00	(2,473.36)	223.7
001-8001 BUILDING MAINT-LABOR	.00	1,508.76	7,000.00	5,491.24	21.6
001-8010 WATER LABOR	.00	773.33	.00	(773.33)	.0
001-8011 SUBSTATION MAINTENANCE	.00	8,543.03	1,000.00	(7,543.03)	854.3
001-8020 MAINT. O. H. LINES-MATERIAL	34.79	943.24	10,000.00	9,056.76	9.4
001-8023 MAINT. O.H. LINES-LABOR	7,533.71	174,249.69	155,000.00	(19,249.69)	112.4
001-8024 NEW O.H. LINES - LABOR	.00	10,347.34	10,000.00	(347.34)	103.5
001-8030 MAINT. O.H. SERV.-MATERIAL	.00	227.61	4,000.00	3,772.39	5.7
001-8033 MAINT. O.H. SERV.-LABOR	.00	15,277.30	10,000.00	(5,277.30)	152.8
001-8040 MAINT. U.G. LINES-MATERIALS	.00	1,669.64	10,000.00	8,330.36	16.7
001-8041 MAINT. U.G. LINES-LABOR	2,978.43	15,924.31	15,000.00	(924.31)	106.2
001-8044 NEW U.G. LINES - LABOR	8,263.96	24,206.48	30,000.00	5,793.52	80.7
001-8050 MAINT. U.G. SERVICES-MATERIALS	.00	886.30	3,000.00	2,113.70	29.5
001-8051 MAINT. U.G. SERVICES-LABOR	.00	1,564.16	5,000.00	3,435.84	31.3
001-8055 NEW FIBER	.00	.00	5,000.00	5,000.00	.0
001-8056 NEW FIBER - LABOR	.00	1,199.67	5,000.00	3,800.33	24.0
001-8060 MAINT. TRANSFORMERS-MATERIAL	.00	22.80	2,000.00	1,977.20	1.1
001-8063 MAINT. TRANSFORMERS-LABOR	.00	283.92	2,000.00	1,716.08	14.2
001-8070 MAINT. STREET LIGHTS-LABOR	153.65	3,640.47	12,000.00	8,359.53	30.3
001-8071 MAINT. STREET LIGHT-MATERIALS	.00	2,203.96	10,000.00	7,796.04	22.0
001-8090 METER MAINT.- MATERIAL	.00	4,202.21	4,000.00	(202.21)	105.1
001-8091 METER MAINT. - LABOR	.00	211.55	10,000.00	9,788.45	2.1
001-8100 MAINT OF EQUIP MATERIAL	54.15	812.15	2,000.00	1,187.85	40.6
001-8150 MISC. MAPS & RECORDS	.00	.00	5,000.00	5,000.00	.0
001-8151 MAP EXPENSE - LABOR	.00	.00	5,000.00	5,000.00	.0
001-8230 JANITORIAL	16.04	138.22	500.00	361.78	27.6
001-8231 JANITORIAL LABOR	258.69	2,779.27	6,000.00	3,220.73	46.3
001-8460 VEHICLE EXPENSE	1,186.62	27,538.86	45,000.00	17,461.14	61.2
001-8461 VEHICLE EXPENSE - LABOR	.00	4,571.29	8,000.00	3,428.71	57.1
001-8480 MEETING/TRAINING	.00	543.53	2,000.00	1,456.47	27.2

CITY OF CRETE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

ELECTRIC

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
001-8481 MEETING & TRAINING - LABOR	.00	1,882.12	4,000.00	2,117.88	47.1
001-8500 MISC. OPERATION	102.02	2,580.41	1,000.00	(1,580.41)	258.0
001-8600 VACATION, SICK, HOLIDAY PAY	5,775.12	76,696.30	65,000.00	(11,696.30)	118.0
001-9401 SALARIES - MEDIA	1,849.46	24,001.17	25,000.00	998.83	96.0
001-9408 SALARIES - TECHNOLOGY	1,182.96	14,972.75	20,000.00	5,027.25	74.9
001-9410 SALARIES - ADMINISTRATIVE	6,293.48	81,600.32	82,000.00	399.68	99.5
001-9440 GENERAL OFFICE SALARIES	8,523.18	115,022.06	130,000.00	14,977.94	88.5
001-9460 MAYOR, COUNCIL, CLERK SALARIES	2,607.92	41,020.01	55,000.00	13,979.99	74.6
001-9492 SALARIES - PUB. REL./COM. DEV.	.00	4,136.36	6,000.00	1,863.64	68.9
001-9570 METER READING - LABOR	2,114.62	21,907.10	25,000.00	3,092.90	87.6
001-9581 CUSTOMER SERVICES - LABOR	1,560.24	22,433.22	20,000.00	(2,433.22)	112.2
001-9590 RETIREMENT CONTRIBUTIONS	20,528.48	70,467.42	55,000.00	(15,467.42)	128.1
001-9610 SOCIAL SECURITY TAX	4,675.22	61,504.36	61,000.00	(504.36)	100.8
001-9620 MEDICAL & LIFE INSURANCE	9,649.79	139,484.23	160,000.00	20,515.77	87.2
001-9623 HR CONSULTING FEES	116.19	830.46	.00	(830.46)	.0
001-9630 WORKMANS COMP	(7,733.80)	.00	.00	.00	.0
001-9640 UNIFORMS	.00	585.19	500.00	(85.19)	117.0
001-9650 POSTAGE	125.00	6,887.50	7,000.00	112.50	98.4
001-9660 TELEPHONE	494.44	4,873.80	6,000.00	1,126.20	81.2
001-9670 MISC. GENERAL	57.65	961.74	2,000.00	1,038.26	48.1
001-9675 STAFF CAR	13.00	13.00	.00	(13.00)	.0
001-9680 OFFICE RENTAL	548.00	6,576.00	7,000.00	424.00	93.9
001-9690 EASEMENTS, LICENSES	1,258.47	5,663.43	4,000.00	(1,663.43)	141.6
001-9720 INSURANCE	6,191.14	68,633.19	60,000.00	(8,633.19)	114.4
001-9730 CUSTOMER SERVICES - MATERIAL	114.37	650.51	500.00	(150.51)	130.1
001-9740 OFFICE EQUIP REPAIR & CONTRACT	65.84	1,238.23	1,000.00	(238.23)	123.8
001-9760 MEETING & TRAINING	379.26	5,899.63	4,000.00	(1,899.63)	147.5
001-9780 DUES & MEMBERSHIPS	.00	6,286.24	6,000.00	(286.24)	104.8
001-9820 AUDIT EXPENSE	.00	9,000.00	8,000.00	(1,000.00)	112.5
001-9840 ENG., ARCH., ABSTRACT, MEDICAL	.00	9,265.63	6,000.00	(3,265.63)	154.4
001-9860 LEGAL SERVICE	5,713.42	40,675.96	.00	(40,675.96)	.0
001-9880 PUBLICATIONS, LEGAL	.00	801.37	2,000.00	1,198.63	40.1
001-9890 PUBLIC RELATIONS/COM. DEV.	.00	2,476.55	20,000.00	17,523.45	12.4
001-9900 OFFICE SUPPLIES	470.59	7,149.05	5,000.00	(2,149.05)	143.0
001-9910 SOFTWARE & UPGRADES	2,367.84	34,249.38	40,000.00	5,750.62	85.6
001-9915 COMPUTERS & EQUIPMENT	.00	5,722.45	16,000.00	10,277.55	35.8
001-9920 MAPPING & RECORDS	4,145.40	7,870.06	20,000.00	12,129.94	39.4
001-9925 WEB & DSL	450.00	450.00	.00	(450.00)	.0
001-9926 ONLINE PAYMENT FEES	952.04	10,460.35	10,000.00	(460.35)	104.6
001-9945 COST OF FUEL SOLD	6,127.40	66,214.49	44,000.00	(22,214.49)	150.5
001-9950 BAD DEBT EXPENSE	224.50	2,470.44	.00	(2,470.44)	.0
001-9955 DEPRECIATION	.00	.00	146,375.00	146,375.00	.0
001-9960 TRANSFER OUT	29,167.00	350,004.00	350,000.00	(4.00)	100.0
001-9965 FRANCHISE FEE	10,000.00	120,000.00	125,000.00	5,000.00	96.0
001-9970 DEBT EXPENSE AMORTIZATION	.00	125,000.00	.00	(125,000.00)	.0
001-9971 BOND INTEREST	.00	8,273.75	20,000.00	11,726.25	41.4
001-9972 REFUNDS	.00	100.00	.00	(100.00)	.0
001-9978 OUTSIDE SYSTEM CONT - LABOR	.00	2,037.14	2,000.00	(37.14)	101.9
001-9980 ANSWERING SERVICE	88.72	754.54	1,000.00	245.46	75.5
001-9990 RADIO & COMMUNICATIONS REPAIR	.00	273.95	4,000.00	3,726.05	6.9
TOTAL EXPENDITURES	1,202,446.15	10,209,134.80	12,010,300.00	1,801,165.20	85.0

CITY OF CRETE
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

ELECTRIC

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	1,202,446.15	10,209,134.80	12,010,300.00	1,801,165.20	85.0
NET REVENUE OVER EXPENDITURES	(204,261.86)	1,124,971.09	.00	(1,124,971.09)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

WATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
002-4103 SALES TO CITY	2,227.87	19,106.61	18,000.00	(1,106.61)	106.2
002-4104 FORFEITED DISCOUNTS	636.32	7,480.51	3,000.00	(4,480.51)	249.4
002-4105 CONNECTIONS & COLLECTIONS	.00	.00	1,000.00	1,000.00	.0
002-4106 R SALES	73,797.91	824,253.62	760,000.00	(64,253.62)	108.5
002-4107 GS SALES	21,694.47	228,169.84	227,000.00	(1,169.84)	100.5
002-4108 GD, GDH, LP1 SALES	1,529.64	13,567.08	7,000.00	(6,567.08)	193.8
002-4110 WATER TAPS	.00	.00	2,000.00	2,000.00	.0
002-4510 GARBAGE COLLECTION FEE	366.08	3,832.16	4,000.00	167.84	95.8
002-4903 INTEREST INCOME	.00	1,260.55	1,500.00	239.45	84.0
002-4904 MISC. SALES	.00	192.04	.00	(192.04)	.0
002-4911 SALE OF MATERIAL	1,144.64	6,432.40	2,500.00	(3,932.40)	257.3
002-4913 LEASE - LAND, BLDG., TOWER	.00	250.00	300.00	50.00	83.3
TOTAL REVENUES	101,396.93	1,104,544.81	1,026,300.00	(78,244.81)	107.6
TOTAL FUND REVENUE	101,396.93	1,104,544.81	1,026,300.00	(78,244.81)	107.6

CITY OF CRETE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

WATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>{EXPENDITURES}</u>					
002-7022 TREATMENT LABOR	373.31	8,630.45	16,000.00	7,369.55	53.9
002-7041 TREATMENT SUPPLIES	1,709.50	11,260.35	12,500.00	1,239.65	90.1
002-7061 MAINT. OF RESERVOIR-MATERIAL	.00	.00	500.00	500.00	.0
002-7062 MAINT. OF RESERVOIR-LABOR	815.96	3,693.02	3,000.00	(693.02)	123.1
002-7080 MISC. PRODUCTION EXPENSES	.00	.00	1,000.00	1,000.00	.0
002-7081 MAINT. OF PUMP EQUIP.-MATERIAL	.00	1,784.90	4,500.00	2,715.10	39.7
002-7083 MAINT. OF PUMP EQUIP.-LABOR	30.92	1,877.07	4,500.00	2,622.93	41.7
002-7091 MAINT. OF TREAT PLANT-MATERIAL	.00	119.23	6,000.00	5,880.77	2.0
002-7092 MAINT. OF TREAT PLANT- LABOR	31.87	1,960.20	6,000.00	4,039.80	32.7
002-7100 POWER FOR PUMPING	11,342.95	108,528.29	110,000.00	1,471.71	98.7
002-7121 PUMPHOUSE & EQUIP MAINT-MTRL	9.99	735.06	100.00	(635.06)	735.1
002-7122 PUMPHOUSE & EQUIP MAINT-LABOR	5,375.00	5,375.00	100.00	(5,275.00)	5375.0
002-7201 MAINT.-TREAT PLANT EQUIP. MTRL	.00	4,055.97	5,000.00	944.03	81.1
002-7202 MAINT.-TREAT PLANT EQUIP-LABOR	94.97	4,761.67	5,500.00	738.33	86.6
002-7220 BLDG & GRD MAINT.	331.54	402.95	1,000.00	597.05	40.3
002-7281 LABORATORY-ANALYTICAL SERVICES	367.67	4,319.47	5,500.00	1,180.53	78.5
002-8000 BUILDING MAINT-MATERIAL	29.48	431.62	25,000.00	24,568.38	1.7
002-8001 BUILDING MAINT-LABOR	31.87	2,547.25	3,000.00	452.75	84.9
002-8010 WATER LABOR	2,317.71	71,297.00	63,000.00	(8,297.00)	113.2
002-8021 MAINT OF WATER MAINS	1,013.62	13,891.49	8,000.00	(5,891.49)	173.6
002-8031 MAINT OF SERVICES MATERIAL	.00	12,188.43	3,000.00	(9,188.43)	406.3
002-8061 MAINT FIRE HYDNPTS MATERIAL	1.65	3,284.84	3,000.00	(284.84)	109.5
002-8090 METER MAINT.- MATERIAL	3,190.42	38,470.16	5,000.00	(33,470.16)	769.4
002-8091 METER MAINT. - LABOR	.00	1,632.12	2,500.00	867.88	65.3
002-8100 MAINT OF EQUIP MATERIAL	.00	467.19	1,000.00	532.81	46.7
002-8102 MAINT. MISC. EQUIP. - LABOR	381.04	3,764.62	6,000.00	2,235.38	62.7
002-8130 RESOLD MATERIAL	2,010.37	2,010.37	1,000.00	(1,010.37)	201.0
002-8131 RESOLD LABOR	.00	521.04	1,000.00	478.96	52.1
002-8150 MISC. MAPS & RECORDS	.00	.00	1,000.00	1,000.00	.0
002-8230 JANITORIAL	.00	141.55	350.00	208.45	40.4
002-8231 JANITORIAL LABOR	281.03	2,840.05	4,750.00	1,909.95	59.8
002-8460 VEHICLE EXPENSE	1,392.32	12,886.30	10,000.00	(2,886.30)	128.9
002-8461 VEHICLE EXPENSE - LABOR	137.75	1,976.15	2,000.00	23.85	98.8
002-8480 MEETING/TRAINING	.00	1,337.93	1,000.00	(337.93)	133.8
002-8481 MEETING & TRAINING - LABOR	.00	.00	2,000.00	2,000.00	.0
002-8500 MISC. OPERATION	73.72	1,633.36	2,000.00	366.64	81.7
002-8600 VACATION, SICK, HOLIDAY PAY	4,034.46	56,521.65	50,000.00	(6,521.65)	113.0
002-9401 SALARIES - MEDIA	295.92	3,840.34	3,750.00	(90.34)	102.4
002-9408 SALARIES - TECHNOLOGY	1,182.96	14,972.75	13,000.00	(1,972.75)	115.2
002-9410 SALARIES - ADMINISTRATIVE	1,888.04	29,899.19	55,000.00	25,100.81	54.4
002-9440 GENERAL OFFICE SALARIES	10,479.74	124,406.65	120,000.00	(4,406.65)	103.7
002-9460 MAYOR, COUNCIL, CLERK SALARIES	1,303.98	20,510.44	25,000.00	4,489.56	82.0
002-9570 METER READING - LABOR	1,476.42	18,014.88	14,500.00	(3,514.88)	124.2
002-9581 CUSTOMER SERVICES - LABOR	1,724.30	25,421.76	28,000.00	2,578.24	90.8
002-9590 RETIREMENT CONTRIBUTIONS	20,776.25	43,224.57	30,000.00	(13,224.57)	144.1
002-9600 VACATION, SICK, HOLIDAY PAY	.00	1,700.73	.00	(1,700.73)	.0
002-9610 SOCIAL SECURITY TAX	1,988.07	29,649.93	35,000.00	5,350.07	84.7
002-9620 MEDICAL & LIFE INSURANCE	7,188.57	78,946.07	99,000.00	20,053.93	79.7
002-9623 HR CONSULTING FEES	116.19	572.32	.00	(572.32)	.0
002-9630 WORKMANS COMP	(5,091.20)	.00	.00	.00	.0
002-9640 UNIFORMS	.00	622.31	800.00	177.69	77.8
002-9650 POSTAGE	75.00	6,074.98	6,500.00	425.02	93.5

CITY OF CRETE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

WATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
002-9660 TELEPHONE	421.21	2,704.10	2,000.00	(704.10)	135.2
002-9670 MISC. GENERAL	.00	30.00	500.00	470.00	6.0
002-9680 OFFICE RENTAL	412.00	4,944.00	5,000.00	56.00	98.9
002-9690 EASEMENTS, LICENSES	.00	1,726.40	2,000.00	273.60	86.3
002-9720 INSURANCE	1,245.80	31,653.65	31,500.00	(153.65)	100.5
002-9730 CUSTOMER SERVICES - MATERIAL	114.37	650.51	1,000.00	349.49	65.1
002-9740 OFFICE EQUIP REPAIR & CONTRACT	65.84	1,238.22	1,000.00	(238.22)	123.8
002-9760 MEETING & TRAINING	478.05	6,994.79	1,500.00	(5,494.79)	466.3
002-9780 DUES & MEMBERSHIPS	.00	2,614.25	2,000.00	(614.25)	130.7
002-9820 AUDIT EXPENSE	.00	1,000.00	2,500.00	1,500.00	40.0
002-9840 ENG., ARCH., ABSTRACT, MEDICAL	.00	1,551.25	10,000.00	8,448.75	15.5
002-9860 LEGAL SERVICE	1,901.30	12,775.51	.00	(12,775.51)	.0
002-9880 PUBLICATIONS, LEGAL	.00	978.90	1,000.00	21.10	97.9
002-9900 OFFICE SUPPLIES	450.78	5,699.33	4,000.00	(1,699.33)	142.5
002-9910 SOFTWARE & UPGRADES	1,201.62	16,429.58	12,000.00	(4,429.58)	136.9
002-9915 COMPUTERS & EQUIPMENT	2.17	2,194.67	2,500.00	305.33	87.8
002-9920 MAPPING & RECORDS	4,145.38	8,440.72	10,000.00	1,559.28	84.4
002-9926 ONLINE PAYMENT FEES	903.65	9,881.64	9,000.00	(881.64)	109.8
002-9955 DEPRECIATION	.00	.00	122,250.00	122,250.00	.0
002-9980 ANSWERING SERVICE	22.17	188.62	200.00	11.38	94.3
002-9990 RADIO & COMMUNICATIONS REPAIR	.00	273.05	.00	(273.05)	.0
TOTAL EXPENDITURES	90,147.70	895,172.86	1,026,300.00	131,127.14	87.2
TOTAL FUND EXPENDITURES	90,147.70	895,172.86	1,026,300.00	131,127.14	87.2
NET REVENUE OVER EXPENDITURES	11,249.23	209,371.95	.00	(209,371.95)	.0

CITY OF CRETE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

SEWER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
003-4103 CITY SALES	349.86	4,138.11	5,000.00	861.89	82.8
003-4104 FORFEITED DISCOUNTS	930.40	11,125.00	5,000.00	(6,125.00)	222.5
003-4106 DOMESTIC BILLING	98,473.30	1,164,393.69	1,050,000.00	(114,393.69)	110.9
003-4107 COMMERCIAL BILLING	23,357.50	227,662.49	250,000.00	22,337.51	91.1
003-4108 INDUSTRIAL BILLING	37,291.61	427,422.21	360,000.00	(67,422.21)	118.7
003-4510 GARBAGE COLLECTION FEE	366.08	3,832.16	4,300.00	467.84	89.1
003-4630 FARM INCOME	.00	7,650.00	3,800.00	(3,850.00)	201.3
003-4903 INTEREST INCOME	4,580.46	5,184.69	500.00	(4,684.69)	1036.9
003-4911 RESOLD LABOR/MATERIALS	.00	.00	300.00	300.00	.0
003-4913 LEASE - LAND, BLDG., TOWER	.00	.00	7,650.00	7,650.00	.0
TOTAL REVENUES	165,349.21	1,851,408.35	1,686,550.00	(164,858.35)	109.8
TOTAL FUND REVENUE	165,349.21	1,851,408.35	1,686,550.00	(164,858.35)	109.8

CITY OF CRETE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

SEWER

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
{EXPENDITURES}						
003-7020	OPERATION LABOR	12,390.74	149,783.22	200,000.00	50,216.78	74.9
003-7031	SLUDGE PROCESS	.00	5,181.98	30,000.00	24,818.02	17.3
003-7082	MISC. TREATMENT PLANT EXPENSE	616.00	3,587.20	2,500.00	(1,087.20)	143.5
003-7091	MAINT. OF TREAT PLANT-MATERIAL	177.62	2,369.65	2,500.00	130.35	94.8
003-7092	MAINT. OF TREAT PLANT- LABOR	5.51	5.51	500.00	494.49	1.1
003-7201	MAINT.-TREAT PLANT EQUIP. MTRL	41.49	17,055.36	15,000.00	(2,055.36)	113.7
003-7202	MAINT.-TREAT PLANT EQUIP-LABOR	786.56	16,257.48	12,000.00	(4,257.48)	135.5
003-7220	BLDG & GRD MAINT.	403.51	1,579.09	6,500.00	4,920.91	24.3
003-7230	JANITORIAL SUPPLIES	25.80	452.60	350.00	(102.60)	129.3
003-7282	LAB	3,039.69	34,573.04	35,000.00	426.96	98.8
003-7283	LAB - LABOR	3,348.78	34,827.06	17,500.00	(17,327.06)	199.0
003-7460	VEHICLE	30.00	30.00	1,000.00	970.00	3.0
003-7470	MEETING & TRAINING	.00	150.00	1,000.00	850.00	15.0
003-7530	UTILITIES	12,382.45	146,456.05	160,000.00	13,543.95	91.5
003-7600	VACATION, SICK, HOLIDAY PAY	2,315.16	32,050.97	21,000.00	(11,050.97)	152.6
003-7630	FARM EXPENSE	.00	6,563.48	8,000.00	1,436.52	82.0
003-8021	MAINTENANCE OF MAINS MATERIAL	50.00	5,059.42	500.00	(4,559.42)	1011.9
003-8022	MAINT. OF MAINS - LABOR	2,087.68	21,752.87	17,500.00	(4,252.87)	124.3
003-8032	MAINT. OF LATERALS - LABOR	89.35	2,440.21	2,000.00	(440.21)	122.0
003-8062	MAINT. OF LIFT STATION - LABOR	941.92	4,759.79	4,500.00	(259.79)	105.8
003-8101	MAINT OF SEWER LINE EQUIP	7,490.00	7,769.38	2,000.00	(5,769.38)	388.5
003-8231	JANITORIAL LABOR	258.69	2,550.03	3,000.00	449.97	85.0
003-8460	VEHICLE EXPENSE	229.44	3,193.65	2,500.00	(693.65)	127.8
003-8461	VEHICLE EXPENSE - LABOR	.00	465.59	750.00	284.41	62.1
003-8480	MEETING/TRAINING	.00	634.00	1,000.00	366.00	63.4
003-8500	MISC. OPERATION	25.87	564.99	2,000.00	1,435.01	28.3
003-9401	SALARIES - MEDIA	295.92	3,840.34	3,750.00	(90.34)	102.4
003-9408	SALARIES - TECHNOLOGY	1,182.96	14,972.75	13,000.00	(1,972.75)	115.2
003-9410	SALARIES - ADMINISTRATIVE	1,888.04	29,899.19	45,000.00	15,100.81	66.4
003-9440	GENERAL OFFICE SALARIES	6,228.96	55,353.10	60,000.00	4,646.90	92.3
003-9460	MAYOR, COUNCIL, CLERK SALARIES	1,303.98	20,510.44	25,000.00	4,489.56	82.0
003-9570	METER READING - LABOR	.00	1,965.95	4,000.00	2,034.05	49.2
003-9590	RETIREMENT CONTRIBUTIONS	22,641.90	41,909.92	24,500.00	(17,409.92)	171.1
003-9610	SOCIAL SECURITY TAX	2,369.91	28,336.92	27,500.00	(836.92)	103.0
003-9620	MEDICAL & LIFE INSURANCE	7,005.11	70,104.70	80,000.00	9,895.30	87.6
003-9623	HR CONSULTING FEES	51.65	445.99	.00	(445.99)	.0
003-9630	WORKMANS COMP	(4,596.03)	.00	.00	.00	.0
003-9640	UNIFORMS	402.13	4,187.15	4,000.00	(187.15)	104.7
003-9650	POSTAGE	114.89	6,356.95	6,500.00	143.05	97.8
003-9660	TELEPHONE	369.29	2,919.12	2,250.00	(669.12)	129.7
003-9680	OFFICE RENTAL	265.00	3,180.00	3,500.00	320.00	90.9
003-9690	EASEMENTS, LICENSES	.00	2,294.67	3,000.00	705.33	76.5
003-9720	INSURANCE	5,011.68	54,016.57	48,500.00	(5,516.57)	111.4
003-9740	OFFICE EQUIP REPAIR & CONTRACT	63.85	1,177.89	1,000.00	(177.89)	117.8
003-9760	MEETING & TRAINING	66.59	4,269.40	3,000.00	(1,269.40)	142.3
003-9780	DUES & MEMBERSHIPS	.00	1,510.00	.00	(1,510.00)	.0
003-9820	AUDIT EXPENSE	.00	1,000.00	2,500.00	1,500.00	40.0
003-9840	ENG., ARCH., ABSTRACT, MEDICAL	.00	19,480.68	7,500.00	(11,980.68)	259.7
003-9860	LEGAL SERVICE	1,930.30	12,890.23	.00	(12,890.23)	.0
003-9880	PUBLICATIONS, LEGAL	.00	109.07	.00	(109.07)	.0
003-9900	OFFICE SUPPLIES	391.97	5,245.83	3,000.00	(2,245.83)	174.9
003-9910	SOFTWARE & UPGRADES	1,046.19	14,297.61	10,500.00	(3,797.61)	136.2

CITY OF CRETE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

SEWER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
003-9915 COMPUTERS & EQUIPMENT	.00	1,809.08	5,000.00	3,190.92	36.2
003-9920 MAPPING & RECORDS	4,145.38	8,109.28	10,000.00	1,890.72	81.1
003-9926 ONLINE PAYMENT FEES	880.67	9,640.33	9,000.00	(640.33)	107.1
003-9955 DEPRECIATION	.00	.00	43,155.00	43,155.00	.0
003-9970 DEBT EXPENSE AMORTIZATION	.00	568,664.22	571,670.85	3,006.63	99.5
003-9971 BOND INTEREST	.00	123,970.78	120,964.15	(3,006.63)	102.5
003-9980 ANSWERING SERVICE	21.40	185.68	160.00	(25.68)	116.1
003-9990 RADIO & COMMUNICATIONS REPAIR	.00	254.00	.00	(254.00)	.0
TOTAL EXPENDITURES	99,818.00	1,613,020.46	1,686,550.00	73,529.54	95.6
TOTAL FUND EXPENDITURES	99,818.00	1,613,020.46	1,686,550.00	73,529.54	95.6
NET REVENUE OVER EXPENDITURES	65,531.21	238,387.89	.00	(238,387.89)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

AIRPORT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
050-4001	1.83	1,546.59	.00	(1,546.59)	.0
050-4002	.00	1.60	.00	(1.60)	.0
050-4007	.00	7.83	.00	(7.83)	.0
050-4051	412.88	5,159.08	.00	(5,159.08)	.0
050-4102	.00	816.96	.00	(816.96)	.0
050-4107	(73.69)	5,698.02	10,000.00	4,301.98	57.0
050-4215	(24.51)	(83.87)	.00	83.87	.0
050-4809	.00	15,069.24	.00	(15,069.24)	.0
050-4904	.00	984.73	.00	(984.73)	.0
050-4909	7,940.00	107,300.00	100,000.00	(7,300.00)	107.3
050-4913	.00	17,977.72	22,000.00	4,022.28	81.7
TOTAL REVENUES	8,256.51	154,477.90	132,000.00	(22,477.90)	117.0
TOTAL FUND REVENUE	8,256.51	154,477.90	132,000.00	(22,477.90)	117.0
<u>{EXPENDITURES}</u>					
050-5220	73.85	73.85	1,400.00	1,326.15	5.3
050-5330	3,940.00	46,856.94	33,600.00	(13,256.94)	139.5
050-5390	.00	128.06	500.00	371.94	25.6
050-5400	.00	250.00	.00	(250.00)	.0
050-5791	570.78	2,844.85	5,000.00	2,155.15	56.9
050-5800	.00	2,202.37	2,000.00	(202.37)	110.1
050-5802	.00	20.99	.00	(20.99)	.0
050-6020	160.95	1,022.50	500.00	(522.50)	204.5
050-6199	.00	23,333.38	50,000.00	26,666.62	46.7
050-7530	1,526.48	19,115.57	20,000.00	884.43	95.6
050-8500	.00	513.78	.00	(513.78)	.0
050-9405	3,066.35	5,381.11	.00	(5,381.11)	.0
050-9610	233.21	410.29	.00	(410.29)	.0
050-9620	716.50	716.50	.00	(716.50)	.0
050-9630	(61.53)	.00	.00	.00	.0
050-9720	.00	18,565.81	18,000.00	(565.81)	103.1
050-9820	.00	1,000.00	1,000.00	.00	100.0
050-9860	19.00	19.00	.00	(19.00)	.0
TOTAL EXPENDITURES	10,245.59	122,455.00	132,000.00	9,545.00	92.8
TOTAL FUND EXPENDITURES	10,245.59	122,455.00	132,000.00	9,545.00	92.8
NET REVENUE OVER EXPENDITURES	(1,989.08)	32,022.90	.00	(32,022.90)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

GENERAL FUNDS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
101-4001	PROPERTY TAX	374,495.09	1,191,359.35	1,250,000.00	58,640.65 95.3
101-4002	HOMESTEAD ALLOCATION	.00	38,732.86	40,500.00	1,767.14 95.6
101-4003	STATE EQUALIZATION	145,920.68	767,648.83	748,700.00 (18,948.83) 102.5
101-4004	SURPLUS CONTRIBUTION	29,167.00	350,004.00	350,000.00 (4.00) 100.0
101-4006	MOTOR VEHICLE TAX - OPR	11,901.07	118,650.33	120,000.00	1,349.67 98.9
101-4007	MOTOR VEHICLE PRO-RATE	.00	3,318.12	3,850.00	531.88 86.2
101-4008	AMUSEMENT REGISTRATION	.00	40.00	.00 (40.00) .0
101-4010	OCCUPATION TAX	3,451.55	177,156.29	40,000.00 (137,156.29) 442.9
101-4011	OCCUPATION TAX - HOTEL	3,687.85	78,628.82	85,000.00	6,371.18 92.5
101-4012	FRANCHISE	10,000.00	162,083.43	265,000.00	102,916.57 61.2
101-4013	BUSINESS REGISTRATION	164.14	5,342.14	5,000.00 (342.14) 106.8
101-4015	PERMITS	4,142.83	40,508.11	46,500.00	5,991.89 87.1
101-4019	TOBACCO & LIQUOR LICENSES	(4,720.00)	.00	.00	.00 .0
101-4020	AQUA LICENSE	.00	9.97	.00 (9.97) .0
101-4900	TRANSFERS IN	4,316.00	72,277.65	52,000.00 (20,277.65) 139.0
101-4903	INTEREST INCOME	17,101.03	64,454.01	475.00 (63,979.01) 13569.
101-4904	MISC. INCOME	545.43	907.81	1,500.00	592.19 60.5
101-4906	DONATIONS	.00	.00	5,000.00	5,000.00 .0
101-4916	RENTAL (EQUIP/LABOR)	.00	129.91	.00 (129.91) .0
101-4919	SALES TAX TRANSFER	105,594.66	1,212,653.08	1,105,000.00 (107,653.08) 109.7
101-4921	LB840 ADMIN FEES	527.97	6,063.27	5,500.00 (563.27) 110.2
	TOTAL REVENUES	706,295.30	4,289,967.98	4,124,025.00 (165,942.98) 104.0
	TOTAL FUND REVENUE	706,295.30	4,289,967.98	4,124,025.00 (165,942.98) 104.0

CITY OF CRETE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

GENERAL FUNDS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>{EXPENDITURES}</u>					
101-5163 HR CONSULTING FEES	51.65	692.84	.00	(692.84)	.0
101-5330 BUILDING & GROUNDS MAINT.	.00	.00	1,000.00	1,000.00	.0
101-5381 CIVIL SERVICE COMMISSION	.00	41.45	1,000.00	958.55	4.2
101-5384 CONTRACT NEGOTIATIONS	.00	9,125.00	.00	(9,125.00)	.0
101-5390 PRINTING, PUBLICATIONS, LEGALS	478.40	8,218.86	5,000.00	(3,218.86)	164.4
101-5400 DUES & MEMBERSHIPS	.00	16,756.26	15,000.00	(1,756.26)	111.7
101-5420 COURT COSTS	10.00	157.00	500.00	343.00	31.4
101-5452 INSPECTION EXPENSE	131.52	1,126.77	2,000.00	873.23	56.3
101-5469 CITY COUNCIL TRAINING	.00	3,022.00	2,000.00	(1,022.00)	151.1
101-5473 NUISANCE PROPERTIES	.00	13,550.00	.00	(13,550.00)	.0
101-5480 PLANNING COMMISSION	22.70	93,268.72	100,000.00	6,731.28	93.3
101-5490 EMERGENCY MANAGEMENT	74.77	896.21	1,000.00	103.79	89.6
101-5750 SERVICE/CONTRACT AGREEMENTS	.00	3,500.00	8,000.00	4,500.00	43.8
101-5790 COMPUTER NETWORK EXPENSE	267.80	672.80	1,000.00	327.20	67.3
101-5969 ELECTION EXPENSE	.00	1,307.85	2,000.00	692.15	65.4
101-6020 MISC. SUPPLIES	.00	.00	1,000.00	1,000.00	.0
101-6050 COMPUTER EXPENSES	2,803.01	47,273.50	25,000.00	(22,273.50)	189.1
101-6140 RESERVE TRANSFER	142,853.11	200,459.18	.00	(200,459.18)	.0
101-6200 TRANSFER OUT	281,923.00	3,383,076.00	3,383,075.00	(1.00)	100.0
101-6201 COMMUNITY DEVELOPMENT	187.11	3,479.67	10,000.00	6,520.33	34.8
101-6202 SALINE CO. AREA TRANSIT	.00	25,630.00	26,000.00	370.00	98.6
101-6206 SENIOR CITIZEN PROGRAMS	.00	8,007.00	8,000.00	(7.00)	100.1
101-6208 COMMUNITY ASSISTANCE PROGRAMS	.00	.00	5,000.00	5,000.00	.0
101-6484 SECURITY	.00	3,624.92	.00	(3,624.92)	.0
101-6999 OPERATING RESERVE	.00	.00	7,000.00	7,000.00	.0
101-7530 UTILITIES	678.55	3,951.87	5,000.00	1,048.13	79.0
101-8231 JANITORIAL SUPPLIES	.00	463.48	.00	(463.48)	.0
101-8500 MISC. OPERATING	90.24	4,985.92	1,500.00	(3,485.92)	332.4
101-9401 SALARIES - MEDIA	369.90	4,800.42	5,200.00	399.58	92.3
101-9405 SALARIES - OPERATIONAL	15,872.39	178,259.31	175,000.00	(3,259.31)	101.9
101-9408 SALARIES - TECHNOLOGY	6,022.52	76,226.04	75,000.00	(1,226.04)	101.6
101-9450 SALARIES - BUILDING INSPECTOR	5,530.12	71,740.58	80,000.00	8,259.42	89.7
101-9590 RETIREMENT CONTRIBUTIONS	2,667.82	20,245.56	20,500.00	254.44	98.8
101-9610 SOCIAL SECURITY TAX	2,050.94	24,423.63	25,000.00	576.37	97.7
101-9620 MEDICAL & LIFE INSURANCE	4,204.56	49,078.06	58,000.00	8,921.94	84.6
101-9630 WORKMANS COMP	(2,501.55)	.00	.00	.00	.0
101-9650 POSTAGE	125.00	2,055.92	3,000.00	944.08	68.5
101-9680 OFFICE RENTAL	187.50	2,250.00	2,250.00	.00	100.0
101-9720 INSURANCE	1,569.53	29,648.23	29,500.00	(148.23)	100.5
101-9725 EMPLOYEE BOND	.00	40.00	.00	(40.00)	.0
101-9740 COPIER EXPENSE	599.24	2,575.39	2,000.00	(575.39)	128.8
101-9760 MEETING & TRAINING	295.94	10,531.36	10,000.00	(531.36)	105.3
101-9820 AUDIT EXPENSE	.00	12,550.00	10,000.00	(2,550.00)	125.5
101-9860 PROFESSIONAL SERVICES	8,210.21	75,490.89	5,000.00	(70,490.89)	1509.8
101-9900 OFFICE SUPPLIES	866.92	4,856.77	3,400.00	(1,456.77)	142.9
101-9920 MAPPING & RECORDS	4,104.00	9,547.71	10,000.00	452.29	95.5
101-9926 ONLINE PAYMENT FEES	16.25	356.74	100.00	(256.74)	356.7
TOTAL EXPENDITURES	479,763.15	4,407,963.91	4,124,025.00	(283,938.91)	106.9

CITY OF CRETE
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

GENERAL FUNDS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	479,763.15	4,407,963.91	4,124,025.00	(283,938.91)	106.9
NET REVENUE OVER EXPENDITURES	226,532.15	(117,995.93)	.00	117,995.93	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

SALES TAX

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
102-4005 CITY SALES TAX	211,189.33	2,425,306.16	2,200,000.00	(225,306.16)	110.2
102-4903 INTEREST INCOME	16.35	206.52	.00	(206.52)	.0
TOTAL REVENUES	211,205.68	2,425,512.68	2,200,000.00	(225,512.68)	110.3
TOTAL FUND REVENUE	211,205.68	2,425,512.68	2,200,000.00	(225,512.68)	110.3
<u>{EXPENDITURES}</u>					
102-6200 TRANSFER OUT	211,189.33	2,425,306.16	2,200,000.00	(225,306.16)	110.2
TOTAL EXPENDITURES	211,189.33	2,425,306.16	2,200,000.00	(225,306.16)	110.2
TOTAL FUND EXPENDITURES	211,189.33	2,425,306.16	2,200,000.00	(225,306.16)	110.2
NET REVENUE OVER EXPENDITURES	16.35	206.52	.00	(206.52)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

KENO

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
103-4017 KENO INCOME	8,945.32	112,598.78	120,000.00	7,401.22	93.8
103-4900 TRANSFERS IN	.00	.00	131,000.00	131,000.00	.0
103-4903 INTEREST INCOME	5.33	60.15	.00	(60.15)	.0
TOTAL REVENUES	8,950.65	112,658.93	251,000.00	138,341.07	44.9
TOTAL FUND REVENUE	8,950.65	112,658.93	251,000.00	138,341.07	44.9
 <u>{EXPENDITURES}</u>					
103-5251 TAX, AUDIT, LICENSE	.00	47,174.00	51,000.00	3,826.00	92.5
103-6201 COMMUNITY DEVELOPMENT	266,566.00	266,566.00	200,000.00	(66,566.00)	133.3
TOTAL EXPENDITURES	266,566.00	313,740.00	251,000.00	(62,740.00)	125.0
TOTAL FUND EXPENDITURES	266,566.00	313,740.00	251,000.00	(62,740.00)	125.0
NET REVENUE OVER EXPENDITURES	(257,615.35)	(201,081.07)	.00	201,081.07	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

BONDS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
150-4001 PROPERTY TAX	59,919.32	191,117.13	200,000.00	8,882.87	95.6
150-4002 HOMESTEAD ALLOCATION	.00	6,196.74	6,000.00	(196.74)	103.3
150-4007 MOTOR VEHICLE PRO-RATE	.00	536.35	300.00	(236.35)	178.8
150-4900 TRANSFERS IN	.00	.00	50,000.00	50,000.00	.0
150-4903 INTEREST INCOME	.00	303.94	50.00	(253.94)	607.9
150-4915 SPECIAL ASSESSMENTS	.00	8,553.92	20,150.00	11,596.08	42.5
150-4919 SALES TAX TRANSFER	42,297.33	480,326.53	252,000.00	(228,326.53)	190.6
TOTAL REVENUES	102,216.65	687,034.61	528,500.00	(158,534.61)	130.0
TOTAL FUND REVENUE	102,216.65	687,034.61	528,500.00	(158,534.61)	130.0
<u>{EXPENDITURES}</u>					
150-6200 TRANSFER OUT	296,382.00	296,382.00	.00	(296,382.00)	.0
150-9860 PROFESSIONAL SERVICES	.00	1,239.00	.00	(1,239.00)	.0
150-9970 DEBT EXPENSE AMORTIZATION	.00	390,000.00	390,000.00	.00	100.0
150-9971 BOND INTEREST	.00	135,398.75	138,500.00	3,101.25	97.8
TOTAL EXPENDITURES	296,382.00	823,019.75	528,500.00	(294,519.75)	155.7
TOTAL FUND EXPENDITURES	296,382.00	823,019.75	528,500.00	(294,519.75)	155.7
NET REVENUE OVER EXPENDITURES	(194,165.35)	(135,985.14)	.00	135,985.14	.0

CITY OF CRETE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

INSURANCE CONTINGENCY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
171-4900 TRANSFERS IN	.00	.00	100,000.00	100,000.00	.0
171-4904 MISC. INCOME	.00	10,019.58	.00	(10,019.58)	.0
TOTAL REVENUES	.00	10,019.58	100,000.00	89,980.42	10.0
TOTAL FUND REVENUE	.00	10,019.58	100,000.00	89,980.42	10.0
<u>{EXPENDITURES}</u>					
171-6141 RESERVE & PAYOUTS	.00	8,815.14	100,000.00	91,184.86	8.8
TOTAL EXPENDITURES	.00	8,815.14	100,000.00	91,184.86	8.8
TOTAL FUND EXPENDITURES	.00	8,815.14	100,000.00	91,184.86	8.8
NET REVENUE OVER EXPENDITURES	.00	1,204.44	.00	(1,204.44)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

CAPITAL RESERVE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
173-4067 STREET RESERVE	2,541.00	30,492.00	30,490.00	(2.00)	100.0
173-4069 LIBRARY	250,000.00	250,000.00	.00	(250,000.00)	.0
173-4900 TRANSFERS IN	.00	.00	15,250.00	15,250.00	.0
173-4903 INTEREST INCOME	37.51	423.21	.00	(423.21)	.0
173-4912 TAX FUNDS	.00	61,322.00	.00	(61,322.00)	.0
173-4913 LEASE - LAND, BLDG., TOWER	750.00	9,000.00	9,000.00	.00	100.0
TOTAL REVENUES	253,328.51	351,237.21	54,740.00	(296,497.21)	641.7
TOTAL FUND REVENUE	253,328.51	351,237.21	54,740.00	(296,497.21)	641.7
<u>{EXPENDITURES}</u>					
173-6008 STREET RESERVE	.00	.00	30,490.00	30,490.00	.0
173-6009 POLICE TRANSFER	8,331.00	106,747.00	24,250.00	(82,497.00)	440.2
TOTAL EXPENDITURES	8,331.00	106,747.00	54,740.00	(52,007.00)	195.0
TOTAL FUND EXPENDITURES	8,331.00	106,747.00	54,740.00	(52,007.00)	195.0
NET REVENUE OVER EXPENDITURES	244,997.51	244,490.21	.00	(244,490.21)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

POLICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
201-4000 GENERAL FUND TRANSFER	131,481.00	1,577,772.00	1,577,775.00	3.00	100.0
201-4021 SCHOOL SHARE OF COPS	.00	74,094.45	75,275.00	1,180.55	98.4
201-4022 PARKING FINES	(4,395.00)	130.00	.00	(130.00)	.0
201-4023 VEHICLE IMPOUND	377.38	8,557.12	4,400.00	(4,157.12)	194.5
201-4074 COPIER SERVICES	130.00	1,241.20	300.00	(941.20)	413.7
201-4800 GRANT PROCEEDS	2,990.70	30,545.98	14,000.00	(16,545.98)	218.2
201-4901 ABANDONED VEHICLE DISPOSAL	.00	.00	1,100.00	1,100.00	.0
201-4904 MISC. INCOME	.00	3,972.70	200.00	(3,772.70)	1986.4
201-4905 RESERVE TRANSFER	2,021.00	24,252.00	25,000.00	748.00	97.0
201-4906 DONATIONS	700.00	4,825.00	.00	(4,825.00)	.0
201-4919 SALES TAX TRANSFER	10,500.00	126,000.00	126,000.00	.00	100.0
TOTAL REVENUES	143,805.08	1,851,390.45	1,824,050.00	(27,340.45)	101.5
TOTAL FUND REVENUE	143,805.08	1,851,390.45	1,824,050.00	(27,340.45)	101.5

CITY OF CRETE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

POLICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>{EXPENDITURES}</u>					
201-5120 RECRUITMENT	98.00	3,835.75	3,000.00	(835.75)	127.9
201-5163 HR CONSULTING FEES	167.77	805.11	.00	(805.11)	.0
201-5180 WORKMANS COMP. INS.	.00	45,891.80	45,500.00	(391.80)	100.9
201-5215 GAS & ELECTRICITY	977.05	11,749.82	9,800.00	(1,949.82)	119.9
201-5220 TELEPHONE	1,719.27	21,666.73	14,500.00	(7,166.73)	149.4
201-5329 GENERAL MAINT. & REPAIR	761.44	12,743.54	13,900.00	1,156.46	91.7
201-5370 COMMUNITY POLICING	.00	869.19	2,600.00	1,730.81	33.4
201-5382 TRANSLATOR SERVICES	.00	80.00	200.00	120.00	40.0
201-5383 ARRESTEE MEDICAL	.00	.00	1,000.00	1,000.00	.0
201-5390 PRINTING, PUBLICATIONS, LEGALS	34.00	637.81	2,660.00	2,022.19	24.0
201-5400 DUES & MEMBERSHIPS	.00	675.00	750.00	75.00	90.0
201-5540 COMPUTER SUPPLIES	535.68	535.68	900.00	364.32	59.5
201-5610 FIRING RANGE EXPENSE	33.00	359.88	2,500.00	2,140.12	14.4
201-5630 UNIFORMS & ACCESSORIES	.00	170.00	.00	(170.00)	.0
201-5660 SPECIAL INVESTIGATIONS	94.98	8,307.36	5,285.00	(3,022.36)	157.2
201-5690 BOOKS, MAGAZINES, PERIODICALS	.00	348.60	650.00	301.40	53.6
201-5790 COMPUTER NETWORK EXPENSE	2,106.00	25,074.00	22,900.00	(2,174.00)	109.5
201-5791 VEHICLE/EQUIPMENT REPAIRS	331.40	9,418.42	11,500.00	2,081.58	81.9
201-5800 VEHICLE/EQUIPMENT FUEL	2,086.26	18,078.38	14,600.00	(3,478.38)	123.8
201-5801 VEHICLE/EQUIP. OIL & GREASE	.00	539.12	750.00	210.88	71.9
201-5810 TIRES & TIRE REPAIR	.00	1,764.80	2,800.00	1,035.20	63.0
201-5812 VEHICLE TOWING & IMPOUNDMENT	150.00	8,616.00	6,500.00	(2,116.00)	132.6
201-6026 CAPITAL OUTLAY	9,454.00	113,448.00	113,445.00	(3.00)	100.0
201-6050 COMPUTER EXPENSES	560.00	16,784.15	16,320.00	(464.15)	102.8
201-6200 TRANSFERS	.00	28,368.65	.00	(28,368.65)	.0
201-6484 SECURITY	.00	585.87	.00	(585.87)	.0
201-6998 FOP AMORTIZATION	.00	.00	20,500.00	20,500.00	.0
201-6999 OPERATING RESERVE	.00	.00	18,000.00	18,000.00	.0
201-8500 MISC. OPERATING	181.49	688.60	800.00	111.40	86.1
201-9400 SALARIES - CUSTODIAL	517.36	5,106.06	6,050.00	943.94	84.4
201-9401 SALARIES - MEDIA	295.92	3,840.34	3,730.00	(110.34)	103.0
201-9405 SALARIES - OPERATIONAL	68,411.51	886,572.53	991,915.00	105,342.47	89.4
201-9418 SALARIES - INTERPRET	72.08	787.42	600.00	(187.42)	131.2
201-9419 SALARIES - UNANTICIPATED OT	2,744.98	50,086.12	15,850.00	(34,236.12)	316.0
201-9423 SALARIES - HOLIDAY OT	2,376.14	24,414.57	35,400.00	10,985.43	69.0
201-9424 SALARIES - TRAFFIC GRANT OT	2,519.80	24,572.29	14,000.00	(10,572.29)	175.5
201-9425 COURT OT	350.57	3,497.07	1,960.00	(1,537.07)	178.4
201-9426 TRAINING OT	.00	3,805.65	3,000.00	(805.65)	126.9
201-9428 HS TASK FORCE OT	.00	1,577.81	.00	(1,577.81)	.0
201-9429 DEA TASK FORCE OT	.00	410.85	.00	(410.85)	.0
201-9590 RETIREMENT CONTRIBUTIONS	8,618.07	70,274.47	75,075.00	4,800.53	93.6
201-9610 SOCIAL SECURITY TAX	5,582.27	73,532.52	82,050.00	8,517.48	89.6
201-9620 MEDICAL & LIFE INSURANCE	18,601.93	197,660.87	228,000.00	30,339.13	86.7
201-9630 WORKMANS COMP	(42,913.09)	.00	.00	.00	.0
201-9650 POSTAGE	.00	2,062.03	2,310.00	247.97	89.3
201-9720 INSURANCE	(1,830.84)	12,255.31	17,000.00	4,744.69	72.1
201-9740 COPIER EXPENSE	158.15	1,573.20	2,250.00	676.80	69.9
201-9760 MEETING & TRAINING	.00	8,656.15	7,500.00	(1,156.15)	115.4
201-9765 MILEAGE	.00	.00	200.00	200.00	.0
201-9860 PROFESSIONAL SERVICES	3,114.53	3,213.63	.00	(3,213.63)	.0
201-9900 OFFICE SUPPLIES	.00	2,016.41	2,300.00	283.59	87.7
201-9990 RADIO & COMMUNICATION REPAIR	.00	4,622.44	3,500.00	(1,122.44)	132.1

CITY OF CRETE
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

POLICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL EXPENDITURES	87,909.72	1,712,580.00	1,824,050.00	111,470.00	93.9
TOTAL FUND EXPENDITURES	87,909.72	1,712,580.00	1,824,050.00	111,470.00	93.9
NET REVENUE OVER EXPENDITURES	55,895.36	138,810.45	.00	(138,810.45)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

DISPATCH

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>						
202-4000	GENERAL FUND TRANSFER	24,270.00	291,240.00	291,245.00	5.00	100.0
202-4365	911 LINE SURCHARGE	118.00	14,588.50	15,000.00	411.50	97.3
	TOTAL REVENUES	24,388.00	305,828.50	306,245.00	416.50	99.9
	TOTAL FUND REVENUE	24,388.00	305,828.50	306,245.00	416.50	99.9
<u>{EXPENDITURES}</u>						
202-5220	TELEPHONE	470.00	3,791.62	13,600.00	9,808.38	27.9
202-5367	NRIN	.00	.00	1,000.00	1,000.00	.0
202-6050	COMPUTER EXPENSES	.00	2,137.68	1,500.00	(637.68)	142.5
202-6999	OPERATING RESERVE	.00	.00	3,700.00	3,700.00	.0
202-9750	CONTRACTUAL	.00	286,443.00	286,445.00	2.00	100.0
	TOTAL EXPENDITURES	470.00	292,372.30	306,245.00	13,872.70	95.5
	TOTAL FUND EXPENDITURES	470.00	292,372.30	306,245.00	13,872.70	95.5
	NET REVENUE OVER EXPENDITURES	23,918.00	13,456.20	.00	(13,456.20)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

CODE ENFORCEMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
203-4000 GENERAL FUND TRANSFER	5,930.00	71,160.00	71,155.00	(5.00)	100.0
203-4032 ANIMAL FINES & LICENSES	45.00	4,164.25	5,900.00	1,735.75	70.6
203-4034 STATE ANIMAL TAX FEE	.00	255.00	370.00	115.00	68.9
203-4035 IMPOUND FEES	109.65	779.65	1,335.00	555.35	58.4
203-4036 VETERINARY FEES REFUNDED	.00	1,095.54	1,435.00	339.46	76.3
203-4904 MISC. INCOME	10.00	311.40	.00	(311.40)	.0
TOTAL REVENUES	6,094.65	77,765.84	80,195.00	2,429.16	97.0
TOTAL FUND REVENUE	6,094.65	77,765.84	80,195.00	2,429.16	97.0
 <u>{EXPENDITURES}</u>					
203-5345 BOARDING & DISPOSAL	.00	3,874.55	5,500.00	1,625.45	70.5
203-5791 VEHICLE/EQUIPMENT REPAIRS	.00	.00	500.00	500.00	.0
203-5800 VEHICLE/EQUIPMENT FUEL	96.44	1,203.81	1,200.00	(3.81)	100.3
203-5810 TIRES & TIRE REPAIR	.00	.00	600.00	600.00	.0
203-6050 COMPUTER EXPENSE	.00	4,560.00	4,560.00	.00	100.0
203-6999 OPERATING RESERVE	.00	.00	800.00	800.00	.0
203-9405 SALARIES - OPERATIONAL	2,405.42	29,444.03	45,430.00	15,985.97	64.8
203-9590 RETIREMENT CONTRIBUTIONS	82.92	165.84	500.00	334.16	33.2
203-9610 SOCIAL SECURITY TAX	169.76	2,115.21	3,475.00	1,359.79	60.9
203-9620 MEDICAL & LIFE INSURANCE	834.70	9,434.68	16,000.00	6,565.32	59.0
203-9630 WORKMANS COMP	(681.75)	.00	.00	.00	.0
203-9720 INSURANCE	18.45	1,186.52	1,500.00	313.48	79.1
203-9900 OFFICE SUPPLIES	.00	29.86	.00	(29.86)	.0
203-9980 ANSWERING SERVICE	17.11	148.53	130.00	(18.53)	114.3
TOTAL EXPENDITURES	2,943.05	52,163.03	80,195.00	28,031.97	65.1
TOTAL FUND EXPENDITURES	2,943.05	52,163.03	80,195.00	28,031.97	65.1
NET REVENUE OVER EXPENDITURES	3,151.60	25,602.81	.00	(25,602.81)	.0

CITY OF CRETE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

STOP FUNDS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
204-4900 TRANSFERS IN	.00	.00	1,985.00	1,985.00	.0
204-4904 MISC. INCOME	.00	350.00	.00	(350.00)	.0
TOTAL REVENUES	.00	350.00	1,985.00	1,635.00	17.6
TOTAL FUND REVENUE	.00	350.00	1,985.00	1,635.00	17.6
 <u>{EXPENDITURES}</u>					
204-5974 STOP DISBURSEMENTS	.00	.00	1,985.00	1,985.00	.0
TOTAL EXPENDITURES	.00	.00	1,985.00	1,985.00	.0
TOTAL FUND EXPENDITURES	.00	.00	1,985.00	1,985.00	.0
NET REVENUE OVER EXPENDITURES	.00	350.00	.00	(350.00)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

POLICE K9 UNIT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
205-4000 GENERAL FUND TRANSFER	208.00	2,496.00	2,500.00	4.00	99.8
205-4900 TRANSFERS IN	6,310.00	75,720.00	75,715.00	(5.00)	100.0
205-4906 DONATIONS	.00	4,707.53	4,000.00	(707.53)	117.7
TOTAL REVENUES	6,518.00	82,923.53	82,215.00	(708.53)	100.9
TOTAL FUND REVENUE	6,518.00	82,923.53	82,215.00	(708.53)	100.9
 <u>{EXPENDITURES}</u>					
205-5370 COMMUNITY ENGAGEMENT	.00	.00	2,000.00	2,000.00	.0
205-6026 CAPITAL OUTLAY	6,310.00	77,479.31	75,715.00	(1,764.31)	102.3
205-6999 OPERATING RESERVE	.00	.00	800.00	800.00	.0
205-7235 FOOD & SUPPLIES	.00	15.04	800.00	784.96	1.9
205-8500 MISC EXPENSE	.00	.00	400.00	400.00	.0
205-9625 VETERINARY CARE	.00	.00	1,100.00	1,100.00	.0
205-9760 MEETING & TRAINING	.00	.00	1,400.00	1,400.00	.0
TOTAL EXPENDITURES	6,310.00	77,494.35	82,215.00	4,720.65	94.3
TOTAL FUND EXPENDITURES	6,310.00	77,494.35	82,215.00	4,720.65	94.3
NET REVENUE OVER EXPENDITURES	208.00	5,429.18	.00	(5,429.18)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

FIRE OPERATIONS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
301-4000 GENERAL FUND TRANSFER	1,667.00	20,004.00	20,000.00	(4.00)	100.0
301-4051 RURAL FIRE CONTRACTS	13,513.00	57,513.00	30,000.00	(27,513.00)	191.7
301-4900 TRANSFERS IN	9,792.00	117,504.00	106,450.00	(11,054.00)	110.4
301-4904 MISC. INCOME	461.50	8,127.99	.00	(8,127.99)	.0
TOTAL REVENUES	25,433.50	203,148.99	156,450.00	(46,698.99)	129.9
TOTAL FUND REVENUE	25,433.50	203,148.99	156,450.00	(46,698.99)	129.9
<u>{EXPENDITURES}</u>					
301-5163 HR CONSULTING FEES	.00	219.00	.00	(219.00)	.0
301-5330 BUILDING & GROUNDS MAINT.	275.04	7,251.02	5,000.00	(2,251.02)	145.0
301-5336 TRAINING GROUNDS	.00	.00	1,000.00	1,000.00	.0
301-5340 OUTSIDE SERVICES	.00	2,096.00	800.00	(1,296.00)	262.0
301-5390 PRINTING, PUBLICATIONS, LEGALS	6.98	145.56	500.00	354.44	29.1
301-5400 DUES & MEMBERSHIPS	.00	300.00	1,000.00	700.00	30.0
301-5495 FIRE PREVENTION	899.80	1,034.37	500.00	(534.37)	206.9
301-5500 RETENTION	.00	.00	1,000.00	1,000.00	.0
301-5541 JANITORIAL SUPPLIES	.00	309.53	500.00	190.47	61.9
301-5690 BOOKS, MAGAZINES, PERIODICALS	.00	974.00	.00	(974.00)	.0
301-5790 COMPUTER NETWORK EXPENSE	658.00	8,301.00	7,900.00	(401.00)	105.1
301-5791 VEHICLE/EQUIPMENT REPAIRS	45.96	11,556.75	10,000.00	(1,556.75)	115.6
301-5800 VEHICLE/EQUIPMENT FUEL	306.37	7,180.41	5,000.00	(2,180.41)	143.6
301-5810 TIRES & TIRE REPAIR	.00	.00	4,000.00	4,000.00	.0
301-5891 MEDICAL EXPENSE	.00	.00	500.00	500.00	.0
301-6020 MISC. SUPPLIES	176.97	1,603.00	500.00	(1,103.00)	320.6
301-6050 COMPUTER EXPENSES	1,320.95	6,926.78	2,000.00	(4,926.78)	346.3
301-6484 SECURITY	.00	26.13	.00	(26.13)	.0
301-6999 OPERATING RESERVE	.00	.00	1,550.00	1,550.00	.0
301-7530 UTILITIES	1,546.45	25,826.23	28,000.00	2,173.77	92.2
301-8500 MISC. OPERATING	20.00	683.00	1,500.00	817.00	45.5
301-9400 SALARIES - CUSTODIAL	189.74	1,354.27	1,000.00	(354.27)	135.4
301-9405 SALARIES - OPERATIONAL	1,425.22	21,933.77	20,500.00	(1,433.77)	107.0
301-9610 SOCIAL SECURITY TAX	123.54	1,781.50	1,700.00	(81.50)	104.8
301-9620 MEDICAL & LIFE INSURANCE	.00	.00	500.00	500.00	.0
301-9630 WORKMANS COMP	(3,938.06)	.00	.00	.00	.0
301-9650 POSTAGE	.00	142.66	300.00	157.34	47.6
301-9720 INSURANCE	(4,495.13)	50,386.73	59,000.00	8,613.27	85.4
301-9740 COPIER EXPENSE	.00	944.05	700.00	(244.05)	134.9
301-9750 CONTRACTUAL	.00	199.20	.00	(199.20)	.0
301-9760 MEETING & TRAINING	.00	2,897.00	500.00	(2,397.00)	579.4
301-9860 PROFESSIONAL SERVICES	.00	.00	500.00	500.00	.0
301-9900 OFFICE SUPPLIES	.00	87.85	500.00	412.15	17.6
301-9990 RADIO & COMMUNICATION REPAIR	.00	554.21	.00	(554.21)	.0
TOTAL EXPENDITURES	(1,438.17)	154,714.02	156,450.00	1,735.98	98.9

CITY OF CRETE
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

FIRE OPERATIONS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	(1,438.17)	154,714.02	156,450.00	1,735.98	98.9
NET REVENUE OVER EXPENDITURES	26,871.67	48,434.97	.00	(48,434.97)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

RESCUE & TRANSFER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
302-4052 RESCUE CALLS	34,864.74	398,277.91	350,000.00	(48,277.91)	113.8
302-4906 DONATIONS	.00	7,400.00	.00	(7,400.00)	.0
TOTAL REVENUES	34,864.74	405,677.91	350,000.00	(55,677.91)	115.9
TOTAL FUND REVENUE	34,864.74	405,677.91	350,000.00	(55,677.91)	115.9
<u>{EXPENDITURES}</u>					
302-5265 OXYGEN	139.50	2,307.52	2,500.00	192.48	92.3
302-5331 EQUIPMENT	.00	4,801.98	.00	(4,801.98)	.0
302-5340 OUTSIDE SERVICES	4,989.93	68,745.49	52,500.00	(16,245.49)	130.9
302-5341 MEDICAL SUPPLIES	.00	13,002.10	15,000.00	1,997.90	86.7
302-5342 ALS SERVICE FEES	3,750.00	9,250.00	10,000.00	750.00	92.5
302-5343 ALS PARAMEDIC FEES	883.20	4,312.50	5,000.00	687.50	86.3
302-5791 VEHICLE/EQUIPMENT REPAIRS	395.68	9,133.25	5,000.00	(4,133.25)	182.7
302-5800 VEHICLE/EQUIPMENT FUEL	.00	5,598.83	5,000.00	(598.83)	112.0
302-5810 TIRES & TIRE REPAIR	.00	.00	2,000.00	2,000.00	.0
302-6140 RESERVE TRANSFER	9,792.00	117,504.00	117,500.00	(4.00)	100.0
302-6999 OPERATING RESERVE	.00	.00	2,300.00	2,300.00	.0
302-7530 UTILITIES	154.08	231.12	.00	(231.12)	.0
302-8500 MISC. OPERATING	465.14	2,762.20	.00	(2,762.20)	.0
302-9405 SALARIES - OPERATIONAL	681.68	14,548.99	40,000.00	25,451.01	36.4
302-9496 SALARIES - RESCUE RESPONSE	2,734.07	88,653.61	65,000.00	(23,653.61)	136.4
302-9590 RETIREMENT CONTRIBUTIONS	.00	53.20	.00	(53.20)	.0
302-9610 SOCIAL SECURITY TAX	261.32	7,895.03	8,100.00	204.97	97.5
302-9620 MEDICAL & LIFE INSURANCE	.00	213.48	500.00	286.52	42.7
302-9630 WORKMANS COMP	(16,964.24)	.00	.00	.00	.0
302-9720 INSURANCE	107.88	8,887.14	13,500.00	4,612.86	65.8
302-9760 MEETING & TRAINING	864.28	6,245.78	5,000.00	(1,245.78)	124.9
302-9860 PROFESSIONAL SERVICES	.00	1,375.00	1,100.00	(275.00)	125.0
302-9926 ONLINE FEES	.00	30.00	.00	(30.00)	.0
TOTAL EXPENDITURES	8,254.52	365,551.22	350,000.00	(15,551.22)	104.4
TOTAL FUND EXPENDITURES	8,254.52	365,551.22	350,000.00	(15,551.22)	104.4
NET REVENUE OVER EXPENDITURES	26,610.22	40,126.69	.00	(40,126.69)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

FIRE EQUIPMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
303-4000 GENERAL FUND TRANSFER	2,500.00	30,000.00	30,000.00	.00	100.0
303-4804 MUTUAL FINANCE ORGANIZATION	.00	16,830.73	28,000.00	11,169.27	60.1
303-4900 TRANSFERS IN	.00	.00	11,050.00	11,050.00	.0
303-4906 DONATIONS	.00	13,031.65	.00	(13,031.65)	.0
TOTAL REVENUES	2,500.00	59,862.38	69,050.00	9,187.62	86.7
TOTAL FUND REVENUE	2,500.00	59,862.38	69,050.00	9,187.62	86.7
<u>{EXPENDITURES}</u>					
303-5260 EQUIPMENT - MISC.	.00	4,889.26	10,150.00	5,260.74	48.2
303-5261 COATS, BOOTS, HELMETS, GLOVES	334.13	44,564.00	30,000.00	(14,564.00)	148.6
303-5262 FOAM	.00	.00	1,000.00	1,000.00	.0
303-5263 HOSE & NOZZLES	.00	475.00	1,000.00	525.00	47.5
303-5264 BREATHING APPARATUS	.00	2,821.82	7,000.00	4,178.18	40.3
303-5270 RADIO REPLACEMENT	.00	6,137.95	3,000.00	(3,137.95)	204.6
303-5271 RESCUE UNIT EQUIP.	.00	.00	10,000.00	10,000.00	.0
303-6999 OPERATING RESERVE	.00	.00	6,900.00	6,900.00	.0
TOTAL EXPENDITURES	334.13	58,888.03	69,050.00	10,161.97	85.3
TOTAL FUND EXPENDITURES	334.13	58,888.03	69,050.00	10,161.97	85.3
NET REVENUE OVER EXPENDITURES	2,165.87	974.35	.00	(974.35)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

FIRE EQUIPMENT II

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
304-4000 GENERAL FUND TRANSFER	4,167.00	50,004.00	50,000.00	(4.00)	100.0
304-4900 TRANSFERS IN	.00	.00	167,000.00	167,000.00	.0
304-4902 SALE OF EQUIPMENT	.00	.00	20,000.00	20,000.00	.0
304-4903 INTEREST INCOME	12.51	295.91	.00	(295.91)	.0
304-4906 DONATIONS	.00	126.03	.00	(126.03)	.0
304-4909 RENTAL	.00	2,764.49	6,000.00	3,235.51	46.1
TOTAL REVENUES	4,179.51	53,190.43	243,000.00	189,809.57	21.9
TOTAL FUND REVENUE	4,179.51	53,190.43	243,000.00	189,809.57	21.9
 <u>{EXPENDITURES}</u>					
304-5321 LAND, STRUCTURES	.00	2,036.92	3,000.00	963.08	67.9
304-6135 EQUIPMENT	.00	70,994.00	240,000.00	169,006.00	29.6
TOTAL EXPENDITURES	.00	73,030.92	243,000.00	169,969.08	30.1
TOTAL FUND EXPENDITURES	.00	73,030.92	243,000.00	169,969.08	30.1
NET REVENUE OVER EXPENDITURES	4,179.51	(19,840.49)	.00	19,840.49	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

STREETS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
401-4000 GENERAL FUND TRANSFER	8,667.00	104,004.00	104,000.00	(4.00)	100.0
401-4041 STATE ALLOC. & INCENTIVE PYMT.	79,625.04	906,074.44	868,290.00	(37,784.44)	104.4
401-4043 MOTOR VEHICLE FEES	.00	61,280.87	57,500.00	(3,780.87)	106.6
401-4044 STATE MAINT. AGREEMENT	.00	21,966.00	22,000.00	34.00	99.9
401-4420 WEED MOWING	.00	300.00	100.00	(200.00)	300.0
401-4903 INTEREST	23.34	825.91	.00	(825.91)	.0
401-4904 MISC. INCOME	69.70	637.24	500.00	(137.24)	127.5
401-4909 RENTAL	250.00	1,788.00	1,500.00	(288.00)	119.2
401-4911 SALE OF MATERIAL	253.65	7,486.40	5,000.00	(2,486.40)	149.7
401-4916 RENTALS(UNIFORM/EQUIP/LABOR)	639.47	6,233.16	1,500.00	(4,733.16)	415.5
TOTAL REVENUES	89,528.20	1,110,596.02	1,060,390.00	(50,206.02)	104.7
TOTAL FUND REVENUE	89,528.20	1,110,596.02	1,060,390.00	(50,206.02)	104.7

CITY OF CRETE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

STREETS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>{EXPENDITURES}</u>					
401-5163	HR CONSULTING FEES	77.44	423.22	.00 (423.22)	.0
401-5330	BUILDING & GROUNDS MAINT.	825.15	16,466.30	5,000.00 (11,466.30)	329.3
401-5390	PRINTING, PUBLICATIONS, LEGALS	.00	235.58	.00 (235.58)	.0
401-5541	JANITORIAL SUPPLIES	41.76	77.50	250.00	172.50 31.0
401-5590	CHEMICALS & SALT	.00	12,693.85	20,000.00	7,306.15 63.5
401-5760	OUTSIDE LABOR & MATERIALS	.00	97.26	.00 (97.26)	.0
401-5770	OTHER EQUIP. REPAIRS (LABOR)	.00	.00	500.00	500.00 .0
401-5771	OTHER EQUIP. REPAIRS (PARTS)	473.74	13,684.36	8,500.00 (5,184.36)	161.0
401-5790	COMPUTER NETWORK EXPENSE	333.00	4,311.00	4,000.00 (311.00)	107.8
401-5800	VEHICLE/EQUIPMENT FUEL	2,113.57	16,223.91	25,000.00	8,776.09 64.9
401-5801	VEHICLE/EQUIP. OIL & GREASE	853.16	2,066.04	2,500.00	433.96 82.6
401-5810	TIRES & TIRE REPAIR	.00	431.21	5,000.00	4,568.79 8.6
401-5880	STORM SEWER REPAIR & MAINT.	88.60	5,977.51	3,500.00 (2,477.51)	170.8
401-5890	TRAFFIC SIGNAL MAINT.	1,372.12	10,376.79	3,000.00 (7,376.79)	345.9
401-5905	STREET LIGHT MATERIALS	.00	128.91	.00 (128.91)	.0
401-5968	VEHICLE REPAIRS	726.48	31,851.10	25,000.00 (6,851.10)	127.4
401-5980	ASPHALT, CEMENT, GRAVEL, ROCK	6,937.80	63,693.35	50,000.00 (13,693.35)	127.4
401-5985	BRIDGE REPAIR - MATRL/SUPPLIES	.00	.00	500.00	500.00 .0
401-5990	CULVERTS	.00	.00	3,000.00	3,000.00 .0
401-6000	STREET & TRAFFIC SIGNS	.00	2,531.37	5,500.00	2,968.63 46.0
401-6001	SIGN POSTS & HARDWARE	1,695.75	4,430.67	6,000.00	1,569.33 73.8
401-6008	STREET RESERVE	2,541.00	30,492.00	30,490.00 (2.00)	100.0
401-6010	PAINT & PAINTING SUPPLIES	9.19	4,579.81	3,500.00 (1,079.81)	130.9
401-6020	MISC. SUPPLIES	24.33	1,362.24	1,000.00 (362.24)	136.2
401-6026	CAPITAL OUTLAY	4,167.00	50,004.00	50,000.00 (4.00)	100.0
401-6050	COMPUTER EXPENSES	35.00	5,591.46	5,000.00 (591.46)	111.8
401-6463	TREE PLANTING/REMOVAL	.00	.00	1,000.00	1,000.00 .0
401-6484	SECURITY	.00	4,982.42	.00 (4,982.42)	.0
401-6999	OPERATING RESERVE	.00	.00	10,000.00	10,000.00 .0
401-7080	MISC. PRODUCTION EXPENSES	.00	553.98	500.00 (53.98)	110.8
401-7530	UTILITIES	3,801.75	53,742.94	55,000.00	1,257.06 97.7
401-8461	VEHICLE REPAIR - LABOR	186.17	3,173.39	3,500.00	326.61 90.7
401-8481	MEETING & TRAINING - LABOR	64.59	2,636.84	1,500.00 (1,136.84)	175.8
401-8500	MISC. OPERATING	2.85	2,518.86	2,000.00 (518.86)	125.9
401-9401	SALARIES - MEDIA	295.92	3,840.34	3,750.00 (90.34)	102.4
401-9405	SALARIES - OPERATIONAL	31,113.79	389,945.69	435,000.00	45,054.31 89.6
401-9406	SALARIES-OPERATIONAL HIGHWAY	.00	2,035.70	13,500.00	11,464.30 15.1
401-9410	SALARIES - ADMINISTRATIVE	.00	5,583.37	23,000.00	17,416.63 24.3
401-9422	SALARIES - OUTSIDE DEPT SNOW	.00	4,305.88	5,000.00	694.12 86.1
401-9429	SALARIES-TRANSFER STATION	57.30	3,130.20	2,500.00 (630.20)	125.2
401-9431	SALARIES-STREET SNOW/SALT	.00	6,176.02	10,000.00	3,823.98 61.8
401-9451	SALARIES-HIGHWAY SNOW/SALT	.00	3,887.11	6,000.00	2,112.89 64.8
401-9452	SALARIES-HIGHWAY MOWING	804.42	3,890.40	3,500.00 (390.40)	111.2
401-9453	SALARIES-HIWAY SURFACE REPAIRS	.00	.00	500.00	500.00 .0
401-9590	RETIREMENT CONTRIBUTIONS	15,213.91	39,048.42	28,500.00 (10,548.42)	137.0
401-9610	SOCIAL SECURITY TAX	2,396.62	31,422.76	35,000.00	3,577.24 89.8
401-9620	MEDICAL & LIFE INSURANCE	4,928.06	65,616.84	121,000.00	55,383.16 54.2
401-9630	WORKMANS COMP	(11,674.19)	.00	.00	.00 .0
401-9640	UNIFORMS	69.71	696.24	1,000.00	303.76 69.6
401-9650	POSTAGE	(43.99)	769.18	700.00 (69.18)	109.9
401-9680	OFFICE RENTAL	150.00	1,800.00	1,800.00	.00 100.0
401-9720	INSURANCE	895.18	21,676.69	21,500.00 (176.69)	100.8

CITY OF CRETE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

STREETS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
401-9740 COPIER EXPENSE	114.85	1,093.62	750.00	(343.62)	145.8
401-9760 MEETING & TRAINING	.00	1,305.55	1,500.00	194.45	87.0
401-9820 AUDIT EXPENSE	.00	1,000.00	2,000.00	1,000.00	50.0
401-9860 PROFESSIONAL SERVICES	1,901.30	14,168.00	1,500.00	(12,668.00)	944.5
401-9900 OFFICE SUPPLIES	391.97	1,302.64	1,500.00	197.36	86.8
401-9920 MAPPING & RECORDS	4,145.38	8,109.08	10,000.00	1,890.92	81.1
401-9980 ANSWERING SERVICE	21.40	185.69	150.00	(35.69)	123.8
TOTAL EXPENDITURES	77,152.08	956,327.29	1,060,390.00	104,062.71	90.2
TOTAL FUND EXPENDITURES	77,152.08	956,327.29	1,060,390.00	104,062.71	90.2
NET REVENUE OVER EXPENDITURES	12,376.12	154,268.73	.00	(154,268.73)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

CITY HALL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
501-4000 GENERAL FUND TRANSFER	2,982.00	35,784.00	35,788.00	4.00	100.0
501-4909 RENTAL	1,600.00	19,550.00	19,200.00	(350.00)	101.8
TOTAL REVENUES	4,582.00	55,334.00	54,988.00	(346.00)	100.6
TOTAL FUND REVENUE	4,582.00	55,334.00	54,988.00	(346.00)	100.6
<u>{EXPENDITURES}</u>					
501-5163 HR CONSULTING FEES	.00	19.00	.00	(19.00)	.0
501-5330 BUILDING & GROUNDS MAINT.	595.04	5,682.97	10,000.00	4,317.03	56.8
501-5541 JANITORIAL SUPPLIES	27.56	1,480.29	1,200.00	(280.29)	123.4
501-5750 SERVICE/CONTRACT AGREEMENTS	147.00	684.00	588.00	(96.00)	116.3
501-6020 MISC. SUPPLIES	240.33	417.26	250.00	(167.26)	166.9
501-6050 COMPUTER EXPENSES	.00	86.76	.00	(86.76)	.0
501-6484 SECURITY	.00	3,838.00	.00	(3,838.00)	.0
501-6999 OPERATING RESERVE	.00	.00	1,000.00	1,000.00	.0
501-7530 UTILITIES	1,745.62	17,206.08	20,000.00	2,793.92	86.0
501-8231 JANITORIAL	.00	99.08	.00	(99.08)	.0
501-8500 MISC. OPERATING	.00	33.88	250.00	216.12	13.6
501-9400 SALARIES - CUSTODIAL	517.36	5,099.96	6,250.00	1,150.04	81.6
501-9405 SALARIES - OPERATIONAL	318.01	3,410.22	2,800.00	(610.22)	121.8
501-9590 RETIREMENT CONTRIBUTIONS	.00	1.26	500.00	498.74	.3
501-9610 SOCIAL SECURITY TAX	63.20	639.56	650.00	10.44	98.4
501-9620 MEDICAL & LIFE INSURANCE	155.64	1,692.52	4,500.00	2,807.48	37.6
501-9630 WORKMANS COMP	(197.85)	.00	.00	.00	.0
501-9720 INSURANCE	.00	8,095.38	7,000.00	(1,095.38)	115.7
TOTAL EXPENDITURES	3,611.91	48,486.22	54,988.00	6,501.78	88.2
TOTAL FUND EXPENDITURES	3,611.91	48,486.22	54,988.00	6,501.78	88.2
NET REVENUE OVER EXPENDITURES	970.09	6,847.78	.00	(6,847.78)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

COMMUNITY CENTER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
502-4000 GENERAL FUND TRANSFER	2,029.00	24,348.00	24,350.00	2.00	100.0
502-4909 RENTAL	.00	2,235.00	500.00	(1,735.00)	447.0
TOTAL REVENUES	2,029.00	26,583.00	24,850.00	(1,733.00)	107.0
TOTAL FUND REVENUE	2,029.00	26,583.00	24,850.00	(1,733.00)	107.0
 <u>{EXPENDITURES}</u>					
502-5330 BUILDING & GROUNDS MAINT.	99.73	579.51	1,000.00	420.49	58.0
502-5541 JANITORIAL SUPPLIES	.00	.00	300.00	300.00	.0
502-5750 SERVICE/CONTRACT AGREEMENTS	59.80	336.65	300.00	(36.65)	112.2
502-6026 CAPITAL OUTLAY	1,208.00	14,496.00	14,500.00	4.00	100.0
502-6999 OPERATING RESERVE	.00	.00	1,000.00	1,000.00	.0
502-7530 UTILITIES	133.12	1,566.38	2,000.00	433.62	78.3
502-9405 SALARIES - OPERATIONAL	317.99	3,409.92	3,000.00	(409.92)	113.7
502-9610 SOCIAL SECURITY TAX	24.29	260.63	250.00	(10.63)	104.3
502-9630 WORKMANS COMP	(75.33)	.00	.00	.00	.0
502-9720 INSURANCE	.00	2,352.71	2,500.00	147.29	94.1
TOTAL EXPENDITURES	1,767.60	23,001.80	24,850.00	1,848.20	92.6
TOTAL FUND EXPENDITURES	1,767.60	23,001.80	24,850.00	1,848.20	92.6
NET REVENUE OVER EXPENDITURES	261.40	3,581.20	.00	(3,581.20)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

COMMUNITY ROOM

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
503-4000 GENERAL FUND TRANSFER	1,692.00	20,304.00	20,300.00	(4.00)	100.0
503-4904 MISC. INCOME	.00	65.60	.00	(65.60)	.0
503-4909 RENTAL	(271.43)	4,368.57	2,000.00	(2,368.57)	218.4
TOTAL REVENUES	1,420.57	24,738.17	22,300.00	(2,438.17)	110.9
TOTAL FUND REVENUE	1,420.57	24,738.17	22,300.00	(2,438.17)	110.9
<u>{EXPENDITURES}</u>					
503-5330 BUILDING & GROUNDS MAINT.	.00	.00	1,000.00	1,000.00	.0
503-5541 JANITORIAL SUPPLIES	.00	19.57	300.00	280.43	6.5
503-5750 SERVICE/CONTRACT AGREEMENTS	.00	195.00	250.00	55.00	78.0
503-6020 MISC. SUPPLIES	.00	.00	250.00	250.00	.0
503-6050 COMPUTER EXPENSES	.00	32.10	.00	(32.10)	.0
503-6484 SECURITY	.00	546.00	.00	(546.00)	.0
503-6999 OPERATING RESERVE	.00	.00	1,000.00	1,000.00	.0
503-7530 UTILITIES	639.94	639.94	.00	(639.94)	.0
503-8500 MISC. OPERATING	45.49	45.49	.00	(45.49)	.0
503-9400 SALARIES - CUSTODIAL	.00	.00	2,500.00	2,500.00	.0
503-9405 SALARIES - OPERATIONAL	.00	.00	1,500.00	1,500.00	.0
503-9421 SALARIES - PARTTIME	.00	.00	1,500.00	1,500.00	.0
503-9590 RETIREMENT CONTRIBUTIONS	.00	.00	1,000.00	1,000.00	.0
503-9610 SOCIAL SECURITY TAX	.00	.00	1,000.00	1,000.00	.0
503-9650 POSTAGE	.00	20.19	.00	(20.19)	.0
503-9720 INSURANCE	.00	5,730.22	6,000.00	269.78	95.5
503-9740 OFFICE EQUIP REPAIR & CONTRACT	.00	.00	2,000.00	2,000.00	.0
503-9900 OFFICE SUPPLIES	.00	.00	1,000.00	1,000.00	.0
503-9915 COMPUTERS & EQUIPMENT	.00	.00	3,000.00	3,000.00	.0
TOTAL EXPENDITURES	685.43	7,228.51	22,300.00	15,071.49	32.4
TOTAL FUND EXPENDITURES	685.43	7,228.51	22,300.00	15,071.49	32.4
NET REVENUE OVER EXPENDITURES	735.14	17,509.66	.00	(17,509.66)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

TRANSFER STATION

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
511-4012 FRANCHISE	(1,098.24)	36,405.52	45,000.00	8,594.48	80.9
511-4042 LANDFILL USE	(10.00)	1,060.00	.00	(1,060.00)	.0
511-4911 SALE OF MATERIAL	.00	4,296.85	2,500.00	(1,796.85)	171.9
TOTAL REVENUES	(1,108.24)	41,762.37	47,500.00	5,737.63	87.9
TOTAL FUND REVENUE	(1,108.24)	41,762.37	47,500.00	5,737.63	87.9
<u>{EXPENDITURES}</u>					
511-5330 BUILDING & GROUNDS MAINT.	.00	.00	1,000.00	1,000.00	.0
511-5340 OUTSIDE SERVICES	.00	.00	100.00	100.00	.0
511-5390 PRINTING, PUBLICATIONS, LEGALS	.00	888.00	900.00	12.00	98.7
511-5800 VEHICLE/EQUIPMENT FUEL	.00	21.41	.00	(21.41)	.0
511-5980 ASPHALT, CEMENT, GRAVEL, ROCK	.00	.00	2,000.00	2,000.00	.0
511-6020 MISC. SUPPLIES	.00	2.75	100.00	97.25	2.8
511-6050 COMPUTER EXPENSES	.00	87.12	.00	(87.12)	.0
511-6140 RESERVE TRANSFER	2,082.00	24,984.00	24,990.00	6.00	100.0
511-7530 UTILITIES	50.19	759.08	1,000.00	240.92	75.9
511-9405 SALARIES - OPERATIONAL	609.96	7,369.82	15,000.00	7,630.18	49.1
511-9610 SOCIAL SECURITY TAX	46.66	563.75	1,100.00	536.25	51.3
511-9620 MEDICAL & LIFE INSURANCE	.00	.00	300.00	300.00	.0
511-9630 WORKMANS COMP	(168.96)	.00	.00	.00	.0
511-9720 INSURANCE	18.45	956.73	1,000.00	43.27	95.7
511-9980 ANSWERING SERVICE	.86	7.43	10.00	2.57	74.3
TOTAL EXPENDITURES	2,639.16	35,640.09	47,500.00	11,859.91	75.0
TOTAL FUND EXPENDITURES	2,639.16	35,640.09	47,500.00	11,859.91	75.0
NET REVENUE OVER EXPENDITURES	(3,747.40)	6,122.28	.00	(6,122.28)	.0

CITY OF CRETE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

LANDFILL RESERVE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
512-4900 TRANSFERS IN	2,082.00	24,984.00	300,000.00	275,016.00	8.3
TOTAL REVENUES	2,082.00	24,984.00	300,000.00	275,016.00	8.3
TOTAL FUND REVENUE	2,082.00	24,984.00	300,000.00	275,016.00	8.3
<u>{EXPENDITURES}</u>					
512-5322 EQUIP.,BUILDINGS, LAND RESERVE	.00	.00	300,000.00	300,000.00	.0
TOTAL EXPENDITURES	.00	.00	300,000.00	300,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	300,000.00	300,000.00	.0
NET REVENUE OVER EXPENDITURES	2,082.00	24,984.00	.00	(24,984.00)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

PARKS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
521-4000 GENERAL FUND TRANSFER	23,583.00	282,996.00	283,000.00	4.00	100.0
521-4080 CAMPING FEES	1,070.00	8,559.00	5,000.00	(3,559.00)	171.2
521-4081 TOURNAMENT & FIELD USAGE FEES	40.00	150.00	1,500.00	1,350.00	10.0
521-4904 MISC. INCOME	133.00	481.50	.00	(481.50)	.0
521-4911 RESOLD LABOR/MATERIALS	.00	256.50	.00	(256.50)	.0
521-4913 LEASE - LAND, BLDG., TOWER	975.00	1,276.00	.00	(1,276.00)	.0
TOTAL REVENUES	25,801.00	293,719.00	289,500.00	(4,219.00)	101.5
TOTAL FUND REVENUE	25,801.00	293,719.00	289,500.00	(4,219.00)	101.5
 <u>{EXPENDITURES}</u>					
521-5163 HR CONSULTING FEES	25.79	52.38	.00	(52.38)	.0
521-5310 SMALL TOOLS & EQUIPMENT	.00	69.91	500.00	430.09	14.0
521-5332 BLDG./GROUND MAINT. & VANDAL	152.51	4,511.82	12,500.00	7,988.18	36.1
521-5333 TABLES & GRILLS	.00	209.94	2,500.00	2,290.06	8.4
521-5334 GRASS SEED & SOD	.00	.00	750.00	750.00	.0
521-5390 PRINTING, PUBLICATIONS, LEGALS	.00	1,280.72	1,000.00	(280.72)	128.1
521-5570 CHEMICALS	.00	1,211.39	.00	(1,211.39)	.0
521-5582 SOFTBALL MATERIALS	.00	279.60	.00	(279.60)	.0
521-5589 FIELD MATERIALS	.00	2,073.85	2,000.00	(73.85)	103.7
521-5791 VEHICLE/EQUIPMENT REPAIRS	69.98	983.34	2,500.00	1,516.66	39.3
521-5800 VEHICLE/EQUIPMENT FUEL	389.64	5,170.84	4,000.00	(1,170.84)	129.3
521-5801 VEHICLE/EQUIP. OIL & GREASE	.00	645.62	500.00	(145.62)	129.1
521-5810 TIRES & TIRE REPAIR	.00	191.97	1,000.00	808.03	19.2
521-6020 MISC. SUPPLIES	49.69	1,361.76	500.00	(861.76)	272.4
521-6026 CAPITAL OUTLAY	417.00	5,004.00	5,000.00	(4.00)	100.1
521-6050 COMPUTER EXPENSES	.00	.00	800.00	800.00	.0
521-6463 TREE PLANTING/REMOVAL	.00	.00	1,000.00	1,000.00	.0
521-6484 SECURITY	.00	27.12	2,000.00	1,972.88	1.4
521-6999 OPERATING RESERVE	.00	.00	3,900.00	3,900.00	.0
521-7530 UTILITIES	2,926.04	26,726.12	30,000.00	3,273.88	89.1
521-8461 VEHICLE REPAIR - LABOR	.00	256.86	500.00	243.14	51.4
521-8500 MISC. OPERATING	.95	12.94	500.00	487.06	2.6
521-9405 SALARIES - OPERATIONAL	9,051.66	106,951.21	150,000.00	43,048.79	71.3
521-9421 SALARIES - PARTTIME	.00	6,278.45	.00	(6,278.45)	.0
521-9590 RETIREMENT CONTRIBUTIONS	5,680.13	11,138.33	8,000.00	(3,138.33)	139.2
521-9610 SOCIAL SECURITY TAX	662.39	8,298.39	11,000.00	2,701.61	75.4
521-9620 MEDICAL & LIFE INSURANCE	1,569.18	22,456.11	40,000.00	17,543.89	56.1
521-9630 WORKMANS COMP	(1,829.30)	.00	.00	.00	.0
521-9720 INSURANCE	795.62	8,401.23	8,500.00	98.77	98.8
521-9760 MEETING & TRAINING	180.00	235.28	500.00	264.72	47.1
521-9980 ANSWERING SERVICE	2.57	22.30	50.00	27.70	44.6
TOTAL EXPENDITURES	20,143.85	213,851.48	289,500.00	75,648.52	73.9

CITY OF CRETE
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

PARKS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	20,143.85	213,851.48	289,500.00	75,648.52	73.9
NET REVENUE OVER EXPENDITURES	5,657.15	79,867.52	.00	(79,867.52)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

SWIMMING POOL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
522-4000 GENERAL FUND TRANSFER	4,150.00	49,800.00	49,800.00	.00	100.0
TOTAL REVENUES	4,150.00	49,800.00	49,800.00	.00	100.0
TOTAL FUND REVENUE	4,150.00	49,800.00	49,800.00	.00	100.0
<u>{EXPENDITURES}</u>					
522-5330 BUILDING & GROUNDS MAINT.	99.73	3,019.83	5,000.00	1,980.17	60.4
522-5570 CHEMICALS	.00	10,199.35	6,000.00	(4,199.35)	170.0
522-6020 MISC. SUPPLIES	41.04	388.39	500.00	111.61	77.7
522-6050 COMPUTER EXPENSES	.00	.00	800.00	800.00	.0
522-6484 SECURITY	.00	.00	2,500.00	2,500.00	.0
522-7530 UTILITIES	1,807.29	10,404.88	15,000.00	4,595.12	69.4
522-8500 MISC. OPERATING	.00	290.13	500.00	209.87	58.0
522-9405 SALARIES - OPERATIONAL	.00	2,674.90	8,000.00	5,325.10	33.4
522-9590 RETIREMENT CONTRIBUTIONS	.00	184.52	500.00	315.48	36.9
522-9610 SOCIAL SECURITY TAX	.00	193.72	500.00	306.28	38.7
522-9620 MEDICAL & LIFE INSURANCE	.00	596.46	2,500.00	1,903.54	23.9
522-9630 WORKMANS COMP	(70.22)	.00	.00	.00	.0
522-9720 INSURANCE	.00	5,716.50	8,000.00	2,283.50	71.5
TOTAL EXPENDITURES	1,877.84	33,668.68	49,800.00	16,131.32	67.6
TOTAL FUND EXPENDITURES	1,877.84	33,668.68	49,800.00	16,131.32	67.6
NET REVENUE OVER EXPENDITURES	2,272.16	16,131.32	.00	(16,131.32)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

CAPITAL OUTLAY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
531-4034 PD TRANSFER	15,764.00	189,168.00	113,445.00	(75,723.00)	166.8
531-4035 PD K9 TRANSFER	.00	.00	75,715.00	75,715.00	.0
531-4040 STREET TRANSFER	4,167.00	50,004.00	50,000.00	(4.00)	100.0
531-4060 CEMETERY TRANSFER	.00	21,600.00	.00	(21,600.00)	.0
531-4065 PARKS TRANSFER	417.00	5,004.00	5,000.00	(4.00)	100.1
531-4076 COMMUNITY CENTER	1,208.00	14,496.00	14,500.00	4.00	100.0
531-4800 GRANT PROCEEDS	.00	10,691.71	.00	(10,691.71)	.0
531-4900 TRANSFERS IN	.00	7,883.00	.00	(7,883.00)	.0
531-4906 DONATIONS	.00	200.00	.00	(200.00)	.0
531-4910 VETERANS MEMORIAL CITY PARK	75.00	900.00	1,000.00	100.00	90.0
TOTAL REVENUES	21,631.00	299,946.71	259,660.00	(40,286.71)	115.5
TOTAL FUND REVENUE	21,631.00	299,946.71	259,660.00	(40,286.71)	115.5
<u>{EXPENDITURES}</u>					
531-6420 POLICE CRUISERS	.00	72,741.69	153,105.00	80,363.31	47.5
531-6435 STREET & GRADE EQUIPMENT	.00	762.00	50,000.00	49,238.00	1.5
531-6460 POOL EQUIPMENT	.00	5,757.68	.00	(5,757.68)	.0
531-6461 PARK EXPANSION/EQUIPMENT	.00	52.49	5,000.00	4,947.51	1.1
531-6464 VETERANS MEMORIAL CITY PARK	.00	321.00	1,000.00	679.00	32.1
531-6473 CIVIC CENTER IMPROVEMENTS	2,147.00	2,159.65	.00	(2,159.65)	.0
531-6475 LIBRARY BLDG. IMPROVEMENT	.00	10,810.18	.00	(10,810.18)	.0
531-6476 WANEK BUILDING IMPROVEMENTS	.00	.00	14,500.00	14,500.00	.0
531-6477 POLICE GENERAL EQUIPMENT	2,457.41	74,616.97	25,000.00	(49,616.97)	298.5
531-6478 POLICE K9 EQUIPMENT	.00	331.55	1,555.00	1,223.45	21.3
531-6480 POLICE FACILITY	.00	16,319.56	9,500.00	(6,819.56)	171.8
531-6482 CITY BUILDINGS	.00	16,505.99	.00	(16,505.99)	.0
TOTAL EXPENDITURES	4,604.41	200,378.76	259,660.00	59,281.24	77.2
TOTAL FUND EXPENDITURES	4,604.41	200,378.76	259,660.00	59,281.24	77.2
NET REVENUE OVER EXPENDITURES	17,026.59	99,567.95	.00	(99,567.95)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

CAPITAL IMPROVEMENT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
532-4000 GENERAL FUND TRANSFER	3,792.00	45,504.00	45,500.00	(4.00)	100.0
532-4045 FFP HIGHWAY FUNDS	.00	176,922.17	140,000.00	(36,922.17)	126.4
532-4046 FFP BRIDGE FUNDS	.00	4,607.24	5,000.00	392.76	92.1
532-4900 TRANSFERS IN	312,948.00	312,948.00	.00	(312,948.00)	.0
532-4903 INTEREST INCOME	26.03	295.67	.00	(295.67)	.0
532-4907 NOTE/LOAN PROCEEDS	.00	2,113,386.00	2,000,000.00	(113,386.00)	105.7
532-4908 BOND PROCEEDS	.00	.00	1,800,000.00	1,800,000.00	.0
TOTAL REVENUES	316,766.03	2,653,663.08	3,990,500.00	1,336,836.92	66.5
TOTAL FUND REVENUE	316,766.03	2,653,663.08	3,990,500.00	1,336,836.92	66.5
<u>{EXPENDITURES}</u>					
532-6381 CONST. COSTS - STREETS	19,322.00	1,369,480.05	1,000,000.00	(369,480.05)	137.0
532-6482 CITY BUILDINGS	5,398.90	6,266.80	.00	(6,266.80)	.0
532-6487 BRIDGE PROJECTS	11,647.26	752,326.42	907,350.00	155,023.58	82.9
532-6489 PARK IMPROVEMENTS	.00	3,015.88	2,000,000.00	1,996,984.12	.2
532-9860 PROFESSIONAL SERVICES	.00	11,012.48	.00	(11,012.48)	.0
532-9970 DEBT EXPENSE AMORTIZATION	.00	60,000.00	60,000.00	.00	100.0
532-9971 BOND INTEREST	.00	23,137.50	23,150.00	12.50	100.0
TOTAL EXPENDITURES	36,368.16	2,225,239.13	3,990,500.00	1,765,260.87	55.8
TOTAL FUND EXPENDITURES	36,368.16	2,225,239.13	3,990,500.00	1,765,260.87	55.8
NET REVENUE OVER EXPENDITURES	280,397.87	428,423.95	.00	(428,423.95)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

FEMA PROJECTS

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>						
551-4800	GRANT PROCEEDS	.00	389,252.50	.00	(389,252.50)	.0
551-4805	FEMA REIMBURSEMENT	403.17	403.17	1,200,000.00	1,199,596.83	.0
551-4900	TRANSFERS IN	314,500.00	314,500.00	.00	(314,500.00)	.0
551-4909	RENT	.00	4,522.50	.00	(4,522.50)	.0
	TOTAL REVENUES	314,903.17	708,678.17	1,200,000.00	491,321.83	59.1
	TOTAL FUND REVENUE	314,903.17	708,678.17	1,200,000.00	491,321.83	59.1
<u>{EXPENDITURES}</u>						
551-5007	OTHER EXPENSE	.00	106,896.86	1,140,000.00	1,033,103.14	9.4
551-9860	PROFESSIONAL SERVICES	.00	.00	60,000.00	60,000.00	.0
	TOTAL EXPENDITURES	.00	106,896.86	1,200,000.00	1,093,103.14	8.9
	TOTAL FUND EXPENDITURES	.00	106,896.86	1,200,000.00	1,093,103.14	8.9
	NET REVENUE OVER EXPENDITURES	314,903.17	601,781.31	.00	(601,781.31)	.0
<u>{EXPENDITURES}</u>						
561-6031	SEWER MAIN CONSTRUCTION	.00	23,700.85	.00	(23,700.85)	.0
	TOTAL EXPENDITURES	.00	23,700.85	.00	(23,700.85)	.0
	TOTAL FUND EXPENDITURES	.00	23,700.85	.00	(23,700.85)	.0
	NET REVENUE OVER EXPENDITURES	.00	(23,700.85)	.00	23,700.85	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

CEMETERY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
601-4000 GENERAL FUND TRANSFER	6,005.00	72,060.00	72,060.00	.00	100.0
601-4060 SALE OF SPACES	.00	8,250.00	8,000.00	(250.00)	103.1
601-4061 COLUMBARIUM SALES	.00	.00	4,000.00	4,000.00	.0
601-4062 INTERMENTS	.00	3,750.00	6,500.00	2,750.00	57.7
601-4903 INTEREST INCOME	.00	319.22	1,000.00	680.78	31.9
TOTAL REVENUES	6,005.00	84,379.22	91,560.00	7,180.78	92.2
TOTAL FUND REVENUE	6,005.00	84,379.22	91,560.00	7,180.78	92.2
<u>{EXPENDITURES}</u>					
601-5163 HR CONSULTING FEES	12.88	45.67	.00	(45.67)	.0
601-5330 BUILDING & GROUNDS MAINT.	49.87	2,302.61	2,000.00	(302.61)	115.1
601-5340 OUTSIDE SERVICES	.00	180.00	750.00	570.00	24.0
601-5390 PRINTING, PUBLICATIONS, LEGALS	23.56	324.58	100.00	(224.58)	324.6
601-5791 VEHICLE/EQUIPMENT REPAIRS	35.95	636.73	1,250.00	613.27	50.9
601-5800 VEHICLE/EQUIPMENT FUEL	365.85	1,675.25	1,500.00	(175.25)	111.7
601-5801 VEHICLE/EQUIP. OIL & GREASE	.00	510.07	100.00	(410.07)	510.1
601-5810 TIRES & TIRE REPAIR	.00	872.00	100.00	(772.00)	872.0
601-6050 COMPUTER EXPENSES	10.00	1,475.21	1,250.00	(225.21)	118.0
601-6200 TRANSFER OUT	.00	21,600.00	.00	(21,600.00)	.0
601-6484 SECURITY	.00	12.10	.00	(12.10)	.0
601-6999 OPERATING RESERVE	.00	.00	1,000.00	1,000.00	.0
601-7530 UTILITIES	68.05	1,503.78	2,500.00	996.22	60.2
601-8461 VEHICLE REPAIR - LABOR	.00	37.23	500.00	462.77	7.5
601-8500 MISC. OPERATING	.47	363.76	500.00	136.24	72.8
601-9405 SALARIES - OPERATIONAL	4,223.79	53,685.49	57,000.00	3,314.51	94.2
601-9590 RETIREMENT CONTRIBUTIONS	291.17	3,340.06	3,250.00	(90.06)	102.8
601-9610 SOCIAL SECURITY TAX	305.57	3,903.26	3,750.00	(153.26)	104.1
601-9620 MEDICAL & LIFE INSURANCE	1,041.82	12,226.48	13,500.00	1,273.52	90.6
601-9630 WORKMANS COMP	(1,547.54)	.00	.00	.00	.0
601-9720 INSURANCE	223.29	3,003.05	2,500.00	(503.05)	120.1
601-9980 ANSWERING SERVICE	.86	7.43	10.00	2.57	74.3
TOTAL EXPENDITURES	5,105.59	107,704.76	91,560.00	(16,144.76)	117.6
TOTAL FUND EXPENDITURES	5,105.59	107,704.76	91,560.00	(16,144.76)	117.6
NET REVENUE OVER EXPENDITURES	899.41	(23,325.54)	.00	23,325.54	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

CEMETERY PERPETUAL CARE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
602-4060 SALE OF SPACES	.00	1,800.00	1,000.00	(800.00)	180.0
602-4903 INTEREST INCOME	121.50	1,213.19	500.00	(713.19)	242.6
TOTAL REVENUES	121.50	3,013.19	1,500.00	(1,513.19)	200.9
TOTAL FUND REVENUE	121.50	3,013.19	1,500.00	(1,513.19)	200.9
 <u>{EXPENDITURES}</u>					
602-6185 PERPETUAL DECORATIONS	.00	548.00	500.00	(48.00)	109.6
602-6999 OPERATING RESERVE	.00	.00	1,000.00	1,000.00	.0
TOTAL EXPENDITURES	.00	548.00	1,500.00	952.00	36.5
TOTAL FUND EXPENDITURES	.00	548.00	1,500.00	952.00	36.5
NET REVENUE OVER EXPENDITURES	121.50	2,465.19	.00	(2,465.19)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

LIBRARY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
701-4000 GENERAL FUND TRANSFER	47,917.00	575,004.00	575,000.00	(4.00)	100.0
701-4073 FINES	.00	195.67	100.00	(95.67)	195.7
701-4074 COPIER SERVICES	88.60	3,809.65	1,300.00	(2,509.65)	293.1
701-4075 INTER LIBRARY LOAN	11.16	73.48	.00	(73.48)	.0
701-4077 STATE LENDER COMP	.00	(147.63)	.00	147.63	.0
701-4800 GRANT PROCEEDS	.00	2,831.60	2,500.00	(331.60)	113.3
701-4904 MISC. INCOME	.00	1,667.13	100.00	(1,567.13)	1667.1
701-4906 DONATIONS	.00	2,258.10	.00	(2,258.10)	.0
TOTAL REVENUES	48,016.76	585,692.00	579,000.00	(6,692.00)	101.2
TOTAL FUND REVENUE	48,016.76	585,692.00	579,000.00	(6,692.00)	101.2
<u>(EXPENDITURES)</u>					
701-5163 HR CONSULTING FEES	51.65	261.84	.00	(261.84)	.0
701-5330 BUILDING & GROUNDS MAINT.	865.79	12,943.68	10,000.00	(2,943.68)	129.4
701-5390 PRINTING, PUBLICATIONS, LEGALS	11.78	168.85	1,200.00	1,031.15	14.1
701-5400 DUES & MEMBERSHIPS	75.00	866.00	700.00	(166.00)	123.7
701-5541 JANITORIAL SUPPLIES	26.75	1,565.82	1,500.00	(65.82)	104.4
701-5691 BOOKS, MAGAZINES	4,550.02	34,576.73	35,000.00	423.27	98.8
701-5692 DONATIONS	50.00	915.06	.00	(915.06)	.0
701-5693 REPLACEMENTS	4.77	7.66	1,000.00	992.34	.8
701-5750 SERVICE/CONTRACT AGREEMENTS	.00	394.80	.00	(394.80)	.0
701-5790 COMPUTER NETWORK EXPENSE	1,250.00	15,990.00	15,000.00	(990.00)	106.6
701-6020 MISC. SUPPLIES	.00	75.54	100.00	24.46	75.5
701-6050 COMPUTER EXPENSES	560.00	24,569.85	12,000.00	(12,569.85)	204.8
701-6210 PROGRAM EXPENSE	1,344.63	3,234.67	3,500.00	265.33	92.4
701-6484 SECURITY	.00	320.97	.00	(320.97)	.0
701-6999 OPERATING RESERVE	.00	.00	5,800.00	5,800.00	.0
701-7530 UTILITIES	2,887.68	39,477.15	35,000.00	(4,477.15)	112.8
701-8500 MISC. OPERATING	40.98	283.25	200.00	(83.25)	141.6
701-9400 SALARIES - CUSTODIAL	776.05	7,754.77	9,000.00	1,245.23	86.2
701-9405 SALARIES - OPERATIONAL	24,371.02	312,978.37	310,000.00	(2,978.37)	101.0
701-9590 RETIREMENT CONTRIBUTIONS	7,834.30	23,054.35	19,000.00	(4,054.35)	121.3
701-9610 SOCIAL SECURITY TAX	1,820.05	23,182.76	21,000.00	(2,182.76)	110.4
701-9620 MEDICAL & LIFE INSURANCE	5,068.15	63,189.94	71,000.00	7,810.06	89.0
701-9630 WORKMANS COMP	(185.34)	.00	.00	.00	.0
701-9650 POSTAGE	100.00	2,387.33	3,500.00	1,112.67	68.2
701-9720 INSURANCE	338.93	13,914.49	11,500.00	(2,414.49)	121.0
701-9740 OFFICE EQUIP REPAIR & CONTRACT	605.85	6,729.02	5,000.00	(1,729.02)	134.6
701-9760 MEETING & TRAINING	193.10	1,637.29	2,000.00	362.71	81.9
701-9820 AUDIT EXPENSE	.00	.00	2,000.00	2,000.00	.0
701-9900 OFFICE SUPPLIES	204.41	4,378.21	4,000.00	(378.21)	109.5
TOTAL EXPENDITURES	52,845.57	594,858.40	579,000.00	(15,858.40)	102.7

CITY OF CRETE
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

LIBRARY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	52,845.57	594,858.40	579,000.00	(15,858.40)	102.7
NET REVENUE OVER EXPENDITURES	(4,828.81)	(9,166.40)	.00	9,166.40	.0

CITY OF CRETE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

LIBRARY FRIENDS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
702-4903 INTEREST INCOME	.00	50.84	.00	(50.84)	.0
702-4906 DONATIONS	.00	13,389.19	16,150.00	2,760.81	82.9
TOTAL REVENUES	.00	13,440.03	16,150.00	2,709.97	83.2
TOTAL FUND REVENUE	.00	13,440.03	16,150.00	2,709.97	83.2
 <u>{EXPENDITURES}</u>					
702-5692 DONATIONS	425.18	15,004.41	16,150.00	1,145.59	92.9
702-5700 STATE GRANT EXPENSE	.00	3,942.77	.00	(3,942.77)	.0
TOTAL EXPENDITURES	425.18	18,947.18	16,150.00	(2,797.18)	117.3
TOTAL FUND EXPENDITURES	425.18	18,947.18	16,150.00	(2,797.18)	117.3
NET REVENUE OVER EXPENDITURES	(425.18)	(5,507.15)	.00	5,507.15	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

RECREATION PROGRAMS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
721-4000 GENERAL FUND TRANSFER	5,625.00	67,500.00	67,500.00	.00	100.0
721-4082 VOLLEYBALL INCOME	.00	.00	350.00	350.00	.0
721-4083 MARTIAL ARTS REGISTRATIONS	.00	190.00	300.00	110.00	63.3
721-4084 FLAG FOOTBALL INCOME	90.00	3,080.00	3,500.00	420.00	88.0
721-4085 BASEBALL & SOFTBALL YOUTH	.00	1,795.17	.00	(1,795.17)	.0
721-4086 SOCCER YOUTH	.00	11,961.11	10,000.00	(1,961.11)	119.6
721-4087 BASKETBALL YOUTH	.00	.00	1,000.00	1,000.00	.0
721-4088 TENNIS YOUTH	.00	.00	150.00	150.00	.0
721-4091 SOFTBALL ADULT	.00	3,400.00	3,000.00	(400.00)	113.3
721-4092 SOCCER ADULT	.00	.00	300.00	300.00	.0
TOTAL REVENUES	5,715.00	87,926.28	86,100.00	(1,826.28)	102.1
TOTAL FUND REVENUE	5,715.00	87,926.28	86,100.00	(1,826.28)	102.1

CITY OF CRETE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

RECREATION PROGRAMS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>{EXPENDITURES}</u>					
721-5163 HR CONSULTING FEES	25.79	650.58	.00	(650.58)	.0
721-5350 EQUIP. RENTAL	.00	246.25	.00	(246.25)	.0
721-5390 PRINTING, PUBLICATIONS, LEGALS	.00	307.74	.00	(307.74)	.0
721-5578 SOFTBALL SUPPLIES ADULT	78.00	677.93	500.00	(177.93)	135.6
721-5579 BASKETBALL SUPPLIES YOUTH	.00	.00	200.00	200.00	.0
721-5580 RECREATION SUPPLIES	100.82	100.82	500.00	399.18	20.2
721-5583 LITTLE LEAGUE SUPPLIES	.00	794.87	.00	(794.87)	.0
721-5584 FLAG FOOTBALL SUPPLIES	584.00	584.00	500.00	(84.00)	116.8
721-5586 SOCCER YOUTH	.00	3,225.33	2,000.00	(1,225.33)	161.3
721-5790 COMPUTER NETWORK EXPENSE	167.00	2,229.00	2,000.00	(229.00)	111.5
721-5901 REFUNDS	350.00	1,175.00	1,000.00	(175.00)	117.5
721-6020 MISC. SUPPLIES	.00	63.99	200.00	136.01	32.0
721-6049 SOFTWARE & UPGRADES	.00	2,100.00	2,000.00	(100.00)	105.0
721-6050 COMPUTER EXPENSES	475.00	3,937.03	500.00	(3,437.03)	787.4
721-6501 SPECIAL PROGRAMS & EVENTS	.00	.00	300.00	300.00	.0
721-6999 OPERATING RESERVE	.00	.00	1,550.00	1,550.00	.0
721-7530 UTILITIES	166.88	2,058.37	2,000.00	(58.37)	102.9
721-8500 MISC. OPERATING	363.32	1,759.05	1,000.00	(759.05)	175.9
721-9401 SALARIES - MEDIA	295.86	3,840.07	4,000.00	159.93	96.0
721-9405 SALARIES - OPERATIONAL	8,214.80	57,101.98	40,000.00	(17,101.98)	142.8
721-9411 SALARIES - UMPIRES & COACHES	.00	4,248.72	6,000.00	1,751.28	70.8
721-9590 RETIREMENT CONTRIBUTIONS	435.61	3,550.68	3,500.00	(50.68)	101.5
721-9610 SOCIAL SECURITY TAX	619.11	4,561.87	3,500.00	(1,061.87)	130.3
721-9620 MEDICAL & LIFE INSURANCE	1,776.23	12,804.46	9,000.00	(3,804.46)	142.3
721-9630 WORKMANS COMP	(973.58)	.00	.00	.00	.0
721-9650 POSTAGE	50.00	896.11	1,500.00	603.89	59.7
721-9680 OFFICE RENTAL	37.50	450.00	450.00	.00	100.0
721-9720 INSURANCE	.00	500.00	800.00	300.00	62.5
721-9740 COPIER EXPENSE	170.48	1,649.88	2,000.00	350.12	82.5
721-9760 MEETING & TRAINING	.00	3.51	.00	(3.51)	.0
721-9860 PROFESSIONAL SERVICES	.00	114.00	.00	(114.00)	.0
721-9900 OFFICE SUPPLIES	19.80	221.06	200.00	(21.06)	110.5
721-9926 ONLINE PAYMENT FEES	.00	196.50	900.00	703.50	21.8
TOTAL EXPENDITURES	12,956.62	110,048.80	86,100.00	(23,948.80)	127.8
TOTAL FUND EXPENDITURES	12,956.62	110,048.80	86,100.00	(23,948.80)	127.8
NET REVENUE OVER EXPENDITURES	(7,241.62)	(22,122.52)	.00	22,122.52	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

SWIMMING POOL PROGRAMS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
722-4000 GENERAL FUND TRANSFER	5,258.00	63,096.00	63,100.00	4.00	100.0
722-4094 SWIM TEAM DONATIONS	.00	656.00	700.00	44.00	93.7
722-4095 SWIM TEAM INCOME	.00	4,264.29	3,400.00	(864.29)	125.4
722-4096 SWIMMING LESSON INCOME	.00	10,614.00	12,000.00	1,386.00	88.5
722-4960 SUMMER POOL ADMISSIONS	(351.61)	53,665.84	40,000.00	(13,665.84)	134.2
722-4962 VENDING MACHINE	(598.43)	5,421.71	1,000.00	(4,421.71)	542.2
TOTAL REVENUES	4,307.96	137,717.84	120,200.00	(17,517.84)	114.6
TOTAL FUND REVENUE	4,307.96	137,717.84	120,200.00	(17,517.84)	114.6
 <u>{EXPENDITURES}</u>					
722-5163 HR CONSULTING FEES	.00	646.00	.00	(646.00)	.0
722-5331 EQUIPMENT	.00	1,420.01	500.00	(920.01)	284.0
722-5390 PRINTING, PUBLICATIONS, LEGAL	.00	219.36	2,000.00	1,780.64	11.0
722-5400 DUES & MEMBERSHIPS	.00	40.00	.00	(40.00)	.0
722-5541 JANITORIAL SUPPLIES	54.57	566.97	500.00	(66.97)	113.4
722-5560 CONCESSION SUPPLIES	255.37	3,244.20	.00	(3,244.20)	.0
722-5585 SWIM TEAM EXPENSE	.00	5,400.25	4,500.00	(900.25)	120.0
722-5586 SWIM TEAM DONATIONS EXPENSE	.00	178.93	500.00	321.07	35.8
722-5901 REFUNDS	.00	515.00	700.00	185.00	73.6
722-6049 SOFTWARE & UPGRADES	.00	1,000.00	1,500.00	500.00	66.7
722-6999 OPERATING RESERVE	.00	.00	10,000.00	10,000.00	.0
722-8500 MISC. OPERATING	16.33	514.47	1,500.00	985.53	34.3
722-9405 SALARIES - OPERATIONAL	1,305.02	7,517.97	15,500.00	7,982.03	48.5
722-9411 SALARIES - COACHES	.00	76.95	3,000.00	2,923.05	2.6
722-9414 SALARIES - POOL STAFF	.00	104,931.53	70,000.00	(34,931.53)	149.9
722-9590 RETIREMENT CONTRIBUTIONS	14.44	187.39	500.00	312.61	37.5
722-9610 SOCIAL SECURITY TAX	95.96	8,596.36	500.00	(8,096.36)	1719.3
722-9620 MEDICAL & LIFE INSURANCE	138.94	416.82	2,000.00	1,583.18	20.8
722-9630 WORKMANS COMP	(2,755.33)	.00	.00	.00	.0
722-9720 INSURANCE	(1,892.40)	2,408.83	5,000.00	2,591.17	48.2
722-9760 MEETING & TRAINING	225.00	2,298.00	1,000.00	(1,298.00)	229.8
722-9860 PROFESSIONAL SERVICES	.00	29.00	.00	(29.00)	.0
722-9900 OFFICE SUPPLIES	.00	71.94	.00	(71.94)	.0
722-9926 ONLINE PAYMENT FEES	.36	954.96	1,000.00	45.04	95.5
TOTAL EXPENDITURES	(2,541.74)	141,234.94	120,200.00	(21,034.94)	117.5
TOTAL FUND EXPENDITURES	(2,541.74)	141,234.94	120,200.00	(21,034.94)	117.5
NET REVENUE OVER EXPENDITURES	6,849.70	(3,517.10)	.00	3,517.10	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

LB840

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
801-4074 PROGRAM INCOME	2,500.00	2,500.00	.00	(2,500.00)	.0
801-4900 TRANSFERS IN	.00	.00	1,000,000.00	1,000,000.00	.0
801-4903 INTEREST INCOME	490.29	4,728.86	.00	(4,728.86)	.0
801-4919 SALES TAX TRANSFER	52,797.33	606,326.54	525,000.00	(81,326.54)	115.5
TOTAL REVENUES	55,787.62	613,555.40	1,525,000.00	911,444.60	40.2
TOTAL FUND REVENUE	55,787.62	613,555.40	1,525,000.00	911,444.60	40.2
<u>{EXPENDITURES}</u>					
801-5400 DUES & MEMBERSHIPS	.00	150.00	10,000.00	9,850.00	1.5
801-5752 RECRUITMENT	.00	.00	25,000.00	25,000.00	.0
801-5753 PROMOTION/TOURISM	.00	2,500.00	25,000.00	22,500.00	10.0
801-5754 INFRASTRUCTURE	.00	.00	850,000.00	850,000.00	.0
801-5755 DEVELOPMENT	.00	60,475.70	550,000.00	489,524.30	11.0
801-6191 TRANSFER-LOAN GUARANTEE	.00	.00	52,500.00	52,500.00	.0
801-9525 ADMINISTRATIVE FEES	527.97	6,063.27	5,250.00	(813.27)	115.5
801-9760 MEETING & TRAINING	.00	.00	7,250.00	7,250.00	.0
TOTAL EXPENDITURES	527.97	69,188.97	1,525,000.00	1,455,811.03	4.5
TOTAL FUND EXPENDITURES	527.97	69,188.97	1,525,000.00	1,455,811.03	4.5
NET REVENUE OVER EXPENDITURES	55,259.65	544,366.43	.00	(544,366.43)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

TAX INCREMENT FINANCING

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
802-4001 PROPERTY TAX	8,615.53	141,517.46	180,000.00	38,482.54	78.6
802-4009 CDA FEES	.00	38,693.59	500.00	(38,193.59)	7738.7
TOTAL REVENUES	8,615.53	180,211.05	180,500.00	288.95	99.8
TOTAL FUND REVENUE	8,615.53	180,211.05	180,500.00	288.95	99.8
 <u>{EXPENDITURES}</u>					
802-5386 TIF LEGAL EXPENSES	.00	26,516.50	20,000.00	(6,516.50)	132.6
802-9860 PROFESSIONAL SERVICES	.00	4,620.00	.00	(4,620.00)	.0
802-9880 PUBLICATIONS, LEGAL	.00	148.48	.00	(148.48)	.0
802-9970 TIF PAYMENTS	.00	177,787.84	160,500.00	(17,287.84)	110.8
TOTAL EXPENDITURES	.00	209,072.82	180,500.00	(28,572.82)	115.8
TOTAL FUND EXPENDITURES	.00	209,072.82	180,500.00	(28,572.82)	115.8
NET REVENUE OVER EXPENDITURES	8,615.53	(28,861.77)	.00	28,861.77	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

CCCFF (THEATER)

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
810-4800 GRANT PROCEEDS	.00	34,212.37	62,500.00	28,287.63	54.7
810-4906 DONATIONS	.00	.00	90,000.00	90,000.00	.0
TOTAL REVENUES	.00	34,212.37	152,500.00	118,287.63	22.4
TOTAL FUND REVENUE	.00	34,212.37	152,500.00	118,287.63	22.4
 <u>{EXPENDITURES}</u>					
810-5210 UTILITIES	156.89	1,293.99	2,500.00	1,206.01	51.8
810-5972 OTHER/RENOVATION	.00	34,212.37	145,000.00	110,787.63	23.6
810-9720 INSURANCE	.00	1,807.56	5,000.00	3,192.44	36.2
TOTAL EXPENDITURES	156.89	37,313.92	152,500.00	115,186.08	24.5
TOTAL FUND EXPENDITURES	156.89	37,313.92	152,500.00	115,186.08	24.5
NET REVENUE OVER EXPENDITURES	(156.89)	(3,101.55)	.00	3,101.55	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

CDBG HOUSING

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
851-4900 TRANSFERS IN	.00	.00	35,000.00	35,000.00	.0
851-4903 INTEREST INCOME	4.63	52.28	.00	(52.28)	.0
TOTAL REVENUES	4.63	52.28	35,000.00	34,947.72	.2
TOTAL FUND REVENUE	4.63	52.28	35,000.00	34,947.72	.2
<u>{EXPENDITURES}</u>					
851-5971 INCENTIVE GRANT	.00	7,500.00	35,000.00	27,500.00	21.4
TOTAL EXPENDITURES	.00	7,500.00	35,000.00	27,500.00	21.4
TOTAL FUND EXPENDITURES	.00	7,500.00	35,000.00	27,500.00	21.4
NET REVENUE OVER EXPENDITURES	4.63	(7,447.72)	.00	7,447.72	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

CDBG DTR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
852-4800 GRANT PROCEEDS	.00	254,127.07	450,000.00	195,872.93	56.5
852-4900 TRANSFERS IN	.00	.00	100,000.00	100,000.00	.0
TOTAL REVENUES	.00	254,127.07	550,000.00	295,872.93	46.2
TOTAL FUND REVENUE	.00	254,127.07	550,000.00	295,872.93	46.2
 <u>{EXPENDITURES}</u>					
852-6901 BUILDINGS & INFRASTRUCTURE	.00	220,440.82	500,000.00	279,559.18	44.1
852-9525 ADMINISTRATIVE FEES	.00	33,686.25	45,000.00	11,313.75	74.9
852-9860 PROFESSIONAL SERVICES	.00	.00	5,000.00	5,000.00	.0
TOTAL EXPENDITURES	.00	254,127.07	550,000.00	295,872.93	46.2
TOTAL FUND EXPENDITURES	.00	254,127.07	550,000.00	295,872.93	46.2
NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

CITY OF CRETE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

PAYROLL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
951-4903 INTEREST INCOME	20.11	186.96	.00	(186.96)	.0
TOTAL REVENUES	20.11	186.96	.00	(186.96)	.0
TOTAL FUND REVENUE	20.11	186.96	.00	(186.96)	.0
<u>{EXPENDITURES}</u>					
951-5250 DISBURSEMENTS	94.14	94.14	.00	(94.14)	.0
TOTAL EXPENDITURES	94.14	94.14	.00	(94.14)	.0
TOTAL FUND EXPENDITURES	94.14	94.14	.00	(94.14)	.0
NET REVENUE OVER EXPENDITURES	(74.03)	92.82	.00	(92.82)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

HEALTH SAVINGS ACCOUNT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
952-4903 INTEREST INCOME	.00	7.66	.00	(7.66)	.0
952-4912 TAX FUNDS	.00	12,540.00	.00	(12,540.00)	.0
952-4917 REVENUE FUNDS	.00	9,460.00	.00	(9,460.00)	.0
TOTAL REVENUES	.00	22,007.66	.00	(22,007.66)	.0
TOTAL FUND REVENUE	.00	22,007.66	.00	(22,007.66)	.0
 <u>{EXPENDITURES}</u>					
952-5250 DISBURSEMENTS	.00	17,915.94	.00	(17,915.94)	.0
952-6200 TRANSFER OUT	.00	1,000.00	.00	(1,000.00)	.0
952-9525 ADMINISTRATIVE FEES	.00	3,052.74	.00	(3,052.74)	.0
TOTAL EXPENDITURES	.00	21,968.68	.00	(21,968.68)	.0
TOTAL FUND EXPENDITURES	.00	21,968.68	.00	(21,968.68)	.0
NET REVENUE OVER EXPENDITURES	.00	38.98	.00	(38.98)	.0

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2023

CAFETERIA FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
953-4900 TRANSFERS IN	.00	1,000.00	.00	(1,000.00)	.0
953-4903 INTEREST INCOME	.00	.82	.00	(.82)	.0
953-4920 EMPLOYEE CONTRIBUTION	.00	10,237.34	.00	(10,237.34)	.0
TOTAL REVENUES	.00	11,238.16	.00	(11,238.16)	.0
TOTAL FUND REVENUE	.00	11,238.16	.00	(11,238.16)	.0
 <u>{EXPENDITURES}</u>					
953-5250 DISBURSEMENTS	.00	10,460.16	.00	(10,460.16)	.0
TOTAL EXPENDITURES	.00	10,460.16	.00	(10,460.16)	.0
TOTAL FUND EXPENDITURES	.00	10,460.16	.00	(10,460.16)	.0
NET REVENUE OVER EXPENDITURES	.00	778.00	.00	(778.00)	.0

**City of Crete
Treasurer's Report**

fy 2023		9/30/2023	Cash	Budget	Year to date	Percent	Budget	Year to date	Percent
100.00%			Balance	Revenue	Revenue	Revenue	Expense	Expense	Expense
UTILITIES	001-1000	Electric Fund CBT	\$3,384,476.30	\$12,010,300.00	\$11,332,685.89	94%	\$12,010,300.00	\$10,209,134.80	85%
	001-1005	Consumer Deposits PINN	\$157,018.59						
	001-1008	NE Class	\$1,004,855.75						
	001-1006	Consumer Deposit CDs PINN	\$348,000.00						
	001-1009	Revenue ACH PINN	\$3,607.00						
	001-1015	Electric CDs CBT WF	\$3,228,064.36						
	002-1000	Water Fund CBT	-\$76,404.41	\$1,026,300.00	\$1,104,544.81	108%	\$1,026,300.00	\$895,172.86	87%
	002-1015	Water CDs CBT	\$400,000.00						
	003-1000	Sewer Fund CBT	\$1,548,028.02	\$1,686,550.00	\$1,851,408.35	110%	\$1,686,550.00	\$1,613,020.46	96%
	003-1002	Sewer USDA Equipment CE	\$164,430.03						
	003-1003	Sewer USDA Reserve CBT	\$175,390.82						
003-1008	NE Class	\$1,004,855.75							
AIRPORT	050-1010	Airport Purposes PINN	\$250,130.70	\$132,000.00	\$154,477.90	117%	\$132,000.00	\$115,697.10	88%
GENERAL	101-1000	General Fund PINN	\$902,380.14	\$4,124,025.00	\$4,283,904.71	104%	\$4,124,025.00	\$4,404,338.99	107%
	101-1042	Brick Fund PINN	\$623.93						
	102-1015	City Sales Tax PINN	\$111,541.50	\$2,200,000.00	\$2,425,512.68	110%	\$2,200,000.00	\$2,425,306.16	110%
	103-1000	Keno Fund PINN	\$49,225.38	\$251,000.00	\$112,658.93	45%	\$251,000.00	\$313,740.00	125%
	103-1007	Keno Prize Reserve	\$0.00						
	103-1015	Keno Savings PINN	\$43,243.58						
	150-1000	General Obligation Bonds PI	\$340,461.75	\$528,500.00	\$687,034.61	130%	\$528,500.00	\$823,019.75	156%
	150-1015	LB357 Bond Savings (UBT)	\$115,265.38						
	171-1000	Insurance Contingency PINN	\$107,560.11	\$100,000.00	\$10,019.58	10%	\$100,000.00	\$8,815.14	9%
173-1000	Capital Reserve Checking P	\$1,012,393.96	\$54,740.00	\$101,237.21	185%	\$54,740.00	\$106,747.00	195%	
173-1043	Capital Reserve Savings PINN	\$253,113.13							
POLICE	201-1000	Police Department PINN	\$678,356.71	\$1,824,050.00	\$1,846,565.45	101%	\$1,824,050.00	\$1,710,591.34	94%
	202-1000	Communications Center PINN	\$201,311.86	\$306,245.00	\$305,828.50	100%	\$306,245.00	\$292,372.30	95%
	203-1000	Community Service PINN	\$137,964.37	\$80,195.00	\$77,765.84	97%	\$80,195.00	\$52,163.03	65%
	204-1000	Stop Fund PINN	\$2,360.28	\$1,985.00	\$350.00	18%	\$1,985.00	\$0.00	0%
	205-1000	K9 Fund PINN	\$5,429.18	\$82,215.00	\$82,923.53	101%	\$82,215.00	\$77,494.35	94%

**City of Crete
Treasurer's Report**

	fy 2023	9/30/2023	Cash		Budget	Year to date	Percent		Budget	Year to date	Percent
	100.00%	Fund	Balance		Revenue	Revenue	Revenue		Expense	Expense	Expense
FIRE & RESCUE	301-1000	Fire Dept. Operations PINN	\$84,815.71		\$156,450.00	\$203,148.99	130%		\$156,450.00	\$154,495.02	99%
	302-1000	Rescue PINN	-\$5,532.89		\$350,000.00	\$405,677.91	116%		\$350,000.00	\$365,290.10	104%
	303-1000	Fire Equipment PINN	\$38,496.53		\$69,050.00	\$59,862.38	87%		\$69,050.00	\$58,888.03	85%
	304-1000	Fire Equipment II PINN	\$37,314.15		\$243,000.00	\$53,190.43	22%		\$243,000.00	\$73,030.92	30%
	304-1043	Fire Equipment II Savings PI	\$152,659.31								
	304-1014	Fire Equipment II Invest NP/	\$53,091.38								
	304-1015	Fire Equipment II CDs PINN	\$50,000.00								
STREETS	401-1000	Street & Grade PINN	\$1,271,749.84		\$1,060,390.00	\$1,109,770.11	105%		\$1,060,390.00	\$951,344.87	90%
	401-1015	Street & Grade PINN	\$236,000.00								
PUBLIC WORKS	501-1000	City Hall PINN	\$73,820.53		\$54,988.00	\$55,334.00	101%		\$54,988.00	\$48,467.22	88%
	502-1000	Community Center PINN	\$52,103.15		\$24,850.00	\$26,583.00	107%		\$24,850.00	\$23,001.80	93%
	503-1000	Community Room/Shelter PI	\$39,629.51		\$22,300.00	\$24,738.17	111%		\$22,300.00	\$7,228.51	32%
	511-1000	Transfer Station PINN	\$106,683.60		\$47,500.00	\$41,762.37	88%		\$47,500.00	\$35,640.09	75%
	512-1000	Landfill Reserve PINN	\$292,532.57		\$300,000.00	\$24,984.00	8%		\$300,000.00	\$0.00	0%
	521-1000	Parks Maintenance PINN	\$189,008.84		\$289,500.00	\$293,719.00	101%		\$289,500.00	\$213,851.48	74%
	522-1000	Swimming Pool Maintenance	\$158,505.64		\$49,800.00	\$49,800.00	100%		\$49,800.00	\$33,668.68	68%
	531-1000	Capitol Outlay PINN	\$168,451.52		\$259,660.00	\$289,255.00	111%		\$259,660.00	\$200,378.76	77%
	531-1015	Capitol Outlay CDs PINN	\$90,000.00								
	532-1000	Capitol Improvements PINN	-\$496,777.68		\$3,990,500.00	\$2,653,663.08	66%		\$3,990,500.00	\$2,225,239.13	56%
	532-1043	Capitol Improvements BANs	\$93,635.28								
551-1000	FEMA Disaster PINN	\$44.97		\$1,200,000.00	\$704,155.67	0%		\$1,200,000.00	\$106,896.86	0%	
561-1000	ARPA PINN	\$271,597.04		\$0.00	\$0.00	0%		\$0.00	\$23,700.85	0%	
CEMETERY	601-1000	Cemetery Maintenance PINN	\$65,600.18		\$91,560.00	\$84,379.22	92%		\$91,560.00	\$107,692.66	118%
	601-1010	Kuncl Memorial Fund CBT	\$5,197.32								
	601-1014	Maintenance Perpetual CD (\$22,000.00								
	601-1015	Maintenance CDs CBT	\$10,000.00								
	602-1000	Cemetery Perpetual Care PI	\$21,642.93		\$1,500.00	\$3,013.19	201%		\$1,500.00	\$548.00	37%
	602-1010	Moser/Chrastil Memorial Fund CBT	\$1,245.90								
602-1015	Perpetual Care CDs PINN	\$107,000.00									

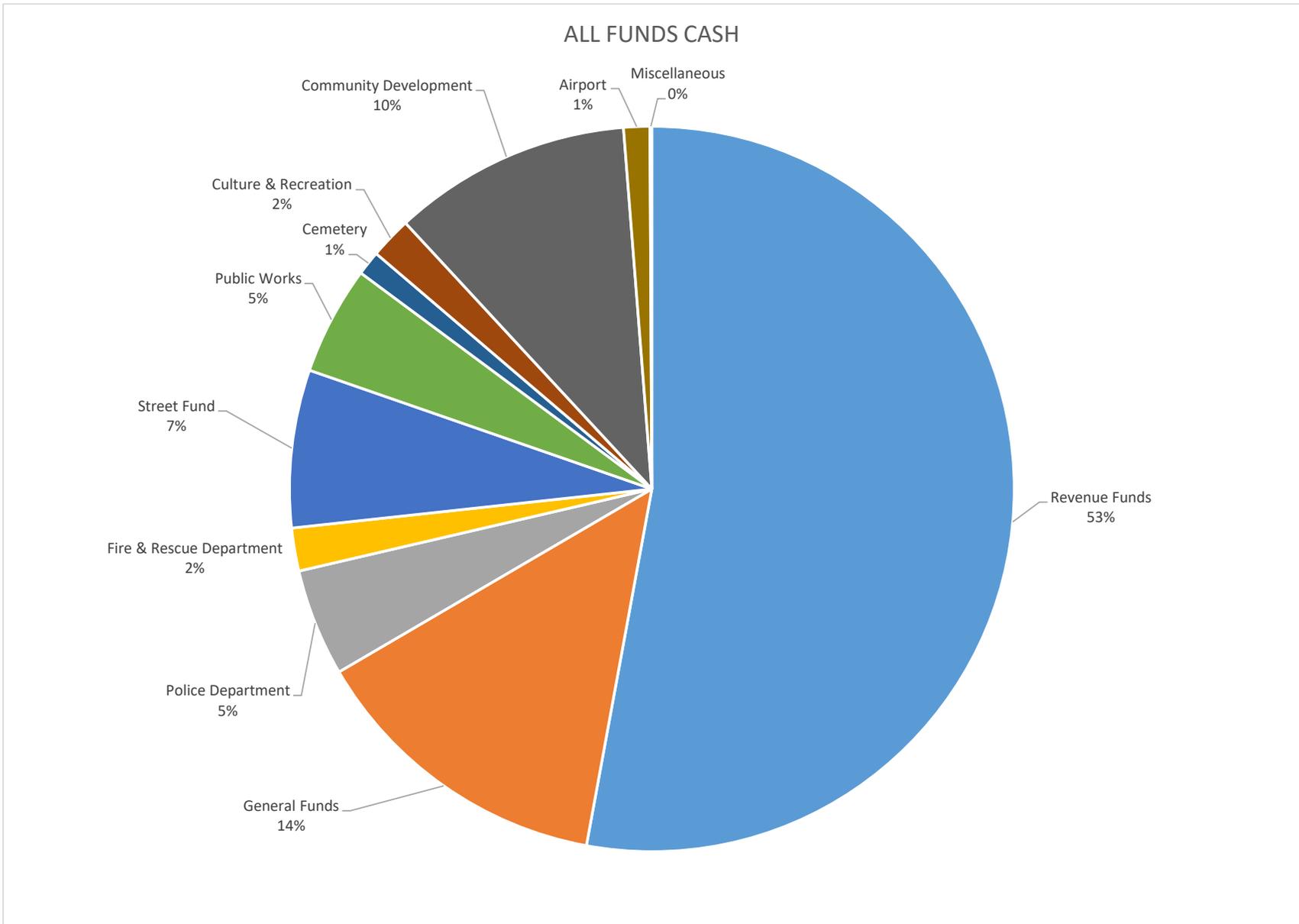
**City of Crete
Treasurer's Report**

	fy 2023	9/30/2023	Cash		Budget	Year to date	Percent		Budget	Year to date	Percent
	100.00%	Fund	Balance		Revenue	Revenue	Revenue		Expense	Expense	Expense
CULTURE & RECREATION	701-1000	Library Operations PINN	\$136,438.46		\$579,000.00	\$585,766.15	101%		\$579,000.00	\$594,858.40	103%
	702-1000	Library Reserve PINN	\$15,009.68		\$16,150.00	\$13,440.03	83%		\$16,150.00	\$18,947.18	117%
	702-1014	Daughterty Library Reserve CDs PII	\$0.00								
	702-1015	Library Reserve CDs PINN	\$0.00								
	721-1000	Recreation Programs PINN	\$199,909.32		\$86,100.00	\$87,926.28	102%		\$86,100.00	\$110,048.80	128%
	722-1000	Swimming Pool Programs P	\$47,746.43		\$120,200.00	\$137,717.84	115%		\$120,200.00	\$140,517.00	117%
COMMUNITY DEVELOPMENT	801-1000	Economic Development PIN	\$279,868.92		\$1,525,000.00	\$613,555.40	40%		\$1,525,000.00	\$69,188.97	5%
	801-1014	ED Loan Guarantee Fund PI	\$508,911.88								
	801-1043	LB840 Savings PINN	\$1,386,291.78								
	802-1000	Tax Increment Financing PI	\$206,618.46		\$180,500.00	\$180,211.05	100%		\$180,500.00	\$208,924.34	116%
	810-1000	CCCFF Theater PINN	-\$132,347.61		\$152,500.00	\$34,212.37	22%		\$152,500.00	\$37,313.92	24%
	851-1000	CDBG Housing PINN	-\$3,175.22		\$35,000.00	\$52.28	0%		\$35,000.00	\$7,500.00	0%
	851-1043	Housing Savings PINN	\$37,588.85								
	852-1000	CDBG DTR PINN	-\$574.02		\$550,000.00	\$254,127.07	46%		\$550,000.00	\$254,127.07	46%
853-1000	CDBG Streets PINN	\$0.00		\$0.00	\$0.00	0%		\$0.00	\$0.00	0%	
MISC.	951-1000	Payroll PINN	-\$26,149.40								
	952-1010	Health Insurance CBT	\$6,628.96		\$0.00	\$22,007.66	0%		\$0.00	\$21,968.68	0%
	953-1010	Cafeteria Fund CBT	\$1,742.96								
Totals			\$21,408,708.95		\$35,863,603.00	\$32,388,970.64	90%		\$35,863,603.00	\$29,140,370.62	81%

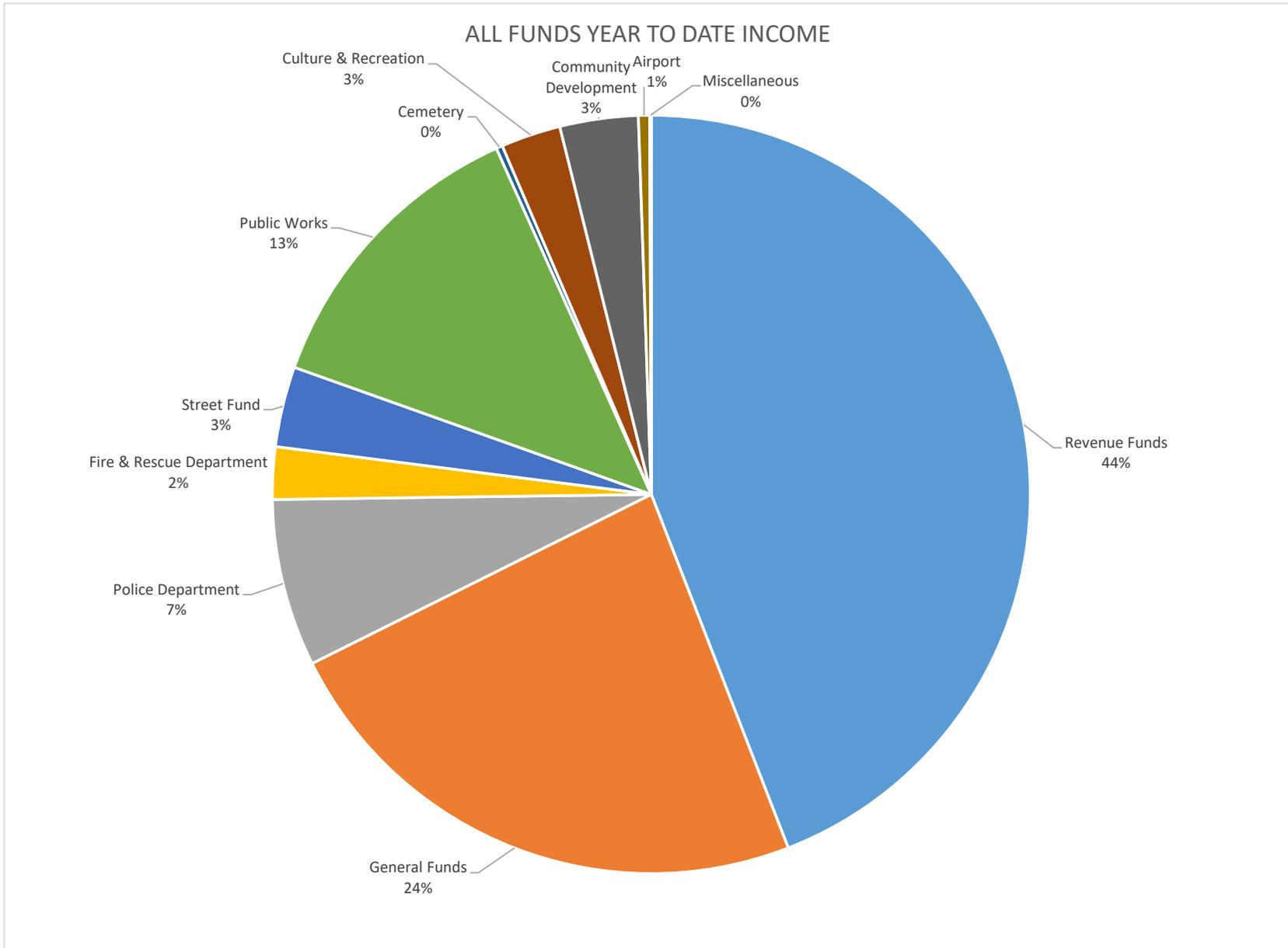
**City of Crete
Treasurer's Report**

fy 2023	9/30/2023	Cash		Budget	Year to date	Percent		Budget	Year to date	Percent
100.00%	Fund	Balance		Revenue	Revenue	Revenue		Expense	Expense	Expense
	Revenue Funds	\$11,342,322.21		\$14,723,150.00	\$14,288,639.05	97%		\$14,723,150.00	\$12,717,328.12	86%
	General Funds	\$2,935,808.86		\$7,258,265.00	\$7,620,367.72	105%		\$7,258,265.00	\$8,081,967.04	111%
	Police Department	\$1,025,422.40		\$2,294,690.00	\$2,313,433.32	102%		\$2,294,690.00	\$2,132,621.02	128%
	Fire & Rescue Department	\$410,844.19		\$818,500.00	\$721,879.71	88%		\$818,500.00	\$651,704.07	80%
	Street Fund	\$1,507,749.84		\$1,060,390.00	\$1,109,770.11	105%		\$1,060,390.00	\$951,344.87	90%
	Public Works	\$1,039,234.97		\$6,239,098.00	\$4,163,994.29	67%		\$6,239,098.00	\$2,918,073.38	47%
	Cemetery	\$232,686.33		\$93,060.00	\$87,392.41	94%		\$93,060.00	\$108,240.66	116%
	Culture & Recreation	\$399,103.89		\$801,450.00	\$824,850.30	103%		\$801,450.00	\$864,371.38	108%
	Community Development	\$2,283,183.04		\$2,443,000.00	\$1,082,158.17	44%		\$2,443,000.00	\$577,054.30	24%
	Airport	\$250,130.70		\$132,000.00	\$154,477.90	117%		\$132,000.00	\$115,697.10	88%
	Miscellaneous	-\$17,777.48		\$0.00	\$22,007.66	0%		\$0.00	\$21,968.68	0%
	Total All Funds	\$21,408,708.95		\$35,863,603.00	\$32,388,970.64	90%		\$35,863,603.00	\$29,140,370.62	81%
				DEBT	Principal	Interest		Total		Annual
				General Obligation	\$2,475,000.00	\$136,413.75		\$2,611,413.75		\$319,905.00
				Other Tax Funds	\$4,305,000.00	\$1,377,360.01		\$5,682,360.01		\$83,500.00
				Revenue Funds	\$8,932,267.00	\$948,694.67		\$9,880,961.67		\$223,500.00
				Total	\$15,712,267.00	\$2,462,468.43		\$18,174,735.43		\$626,905.00

City of Crete
Treasurer's Report

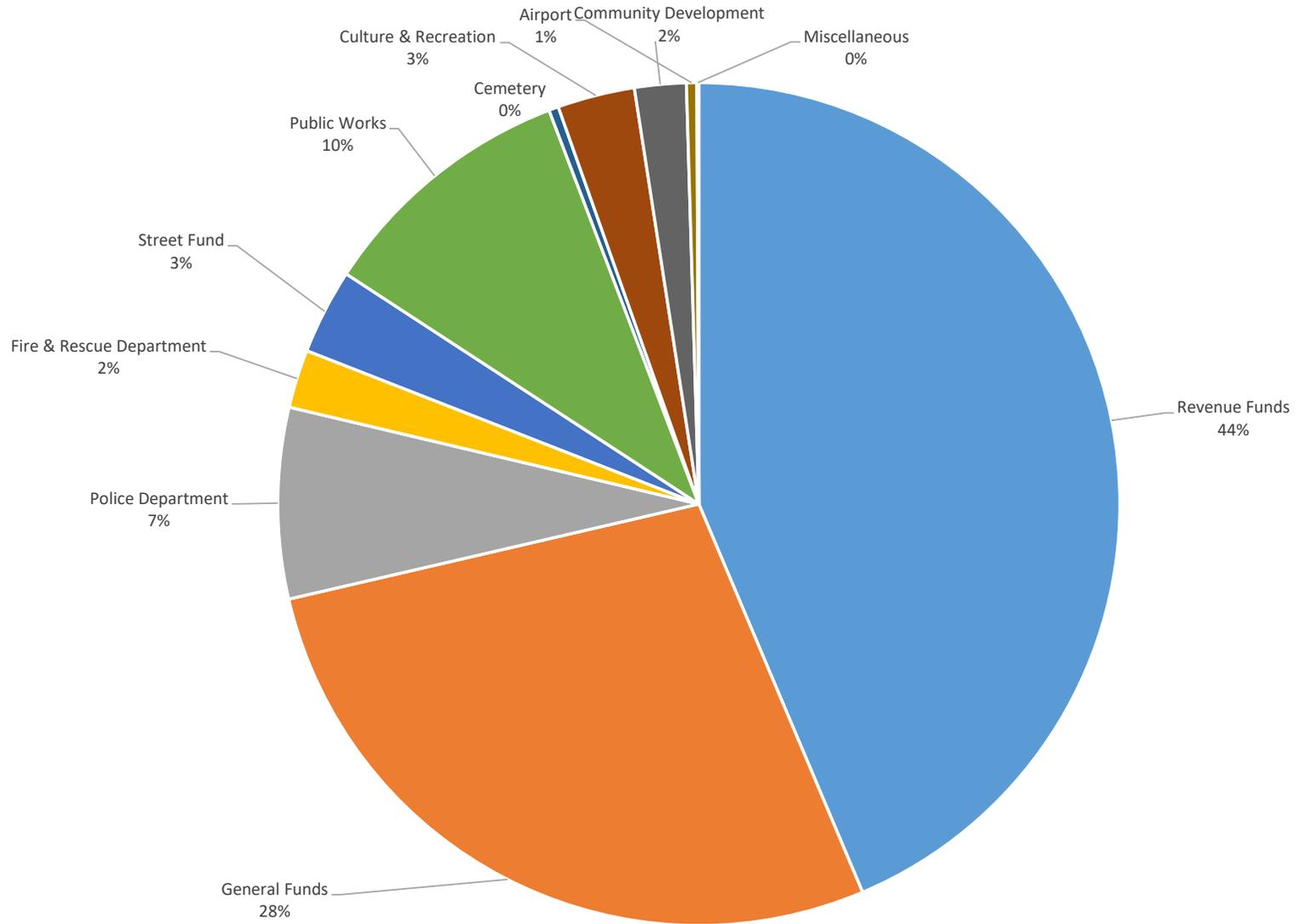


**City of Crete
Treasurer's Report**



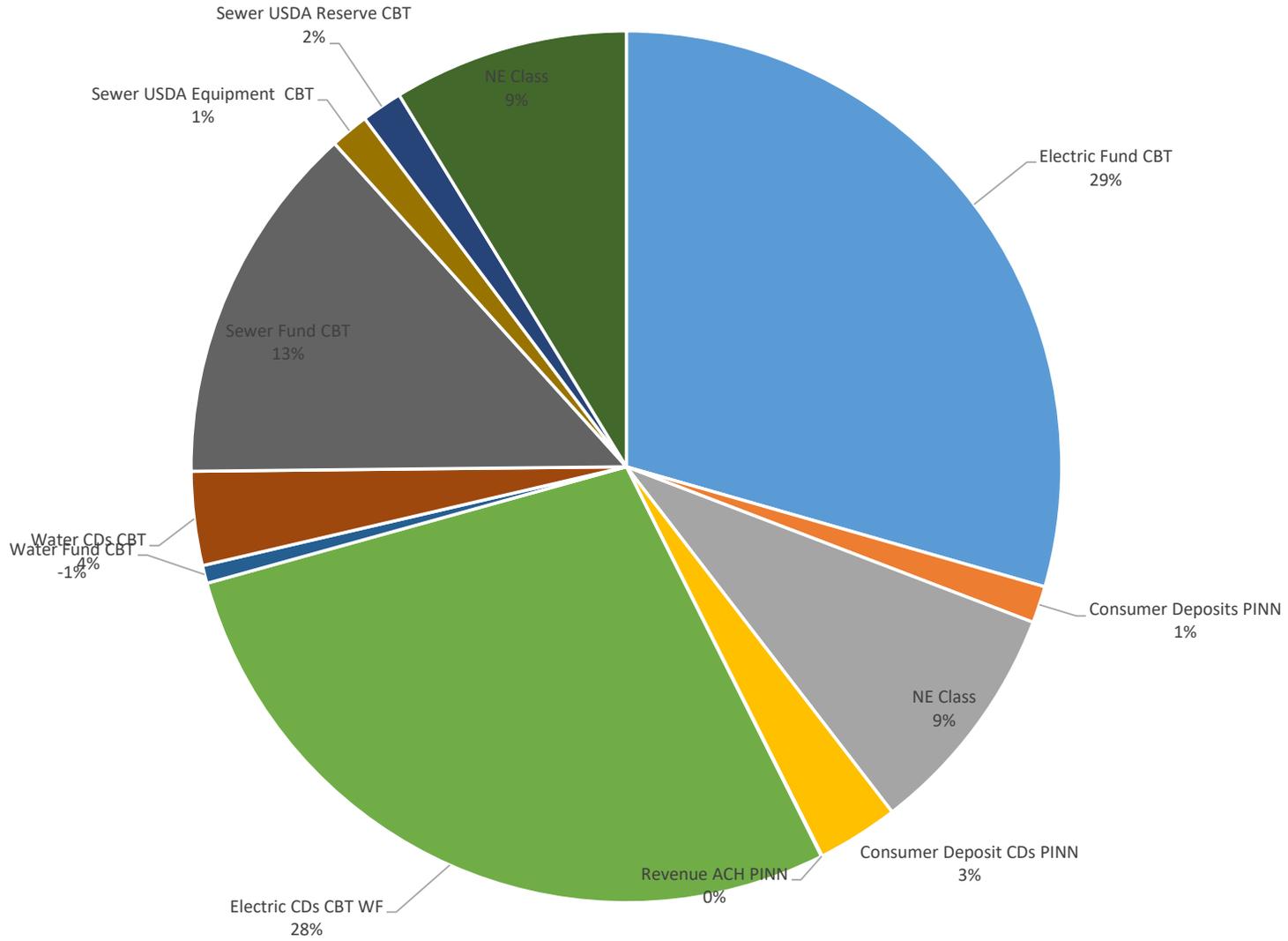
City of Crete
Treasurer's Report

ALL FUNDS YEAR TO DATE EXPENSES



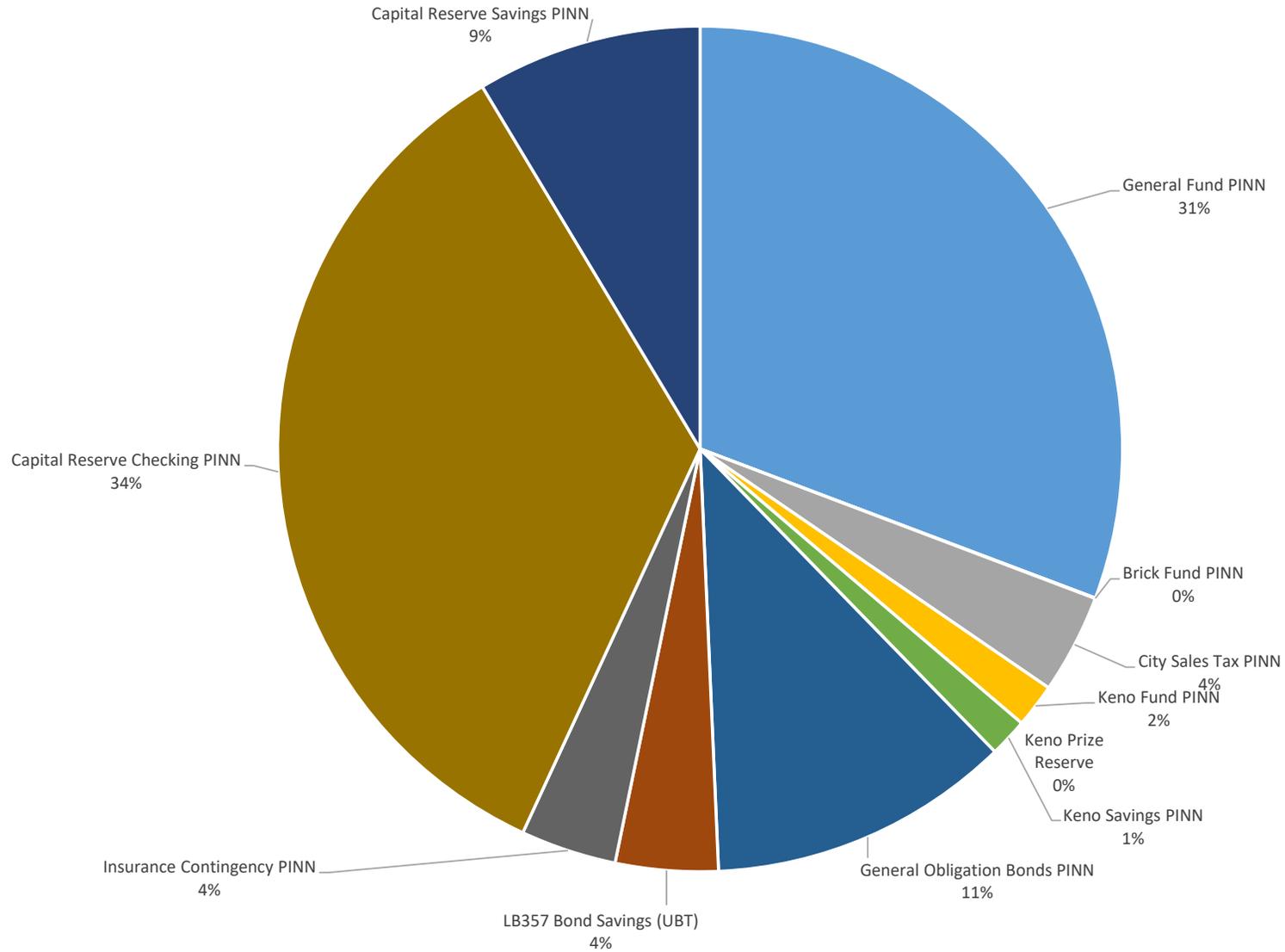
City of Crete
Treasurer's Report

UTILITY FUNDS CASH

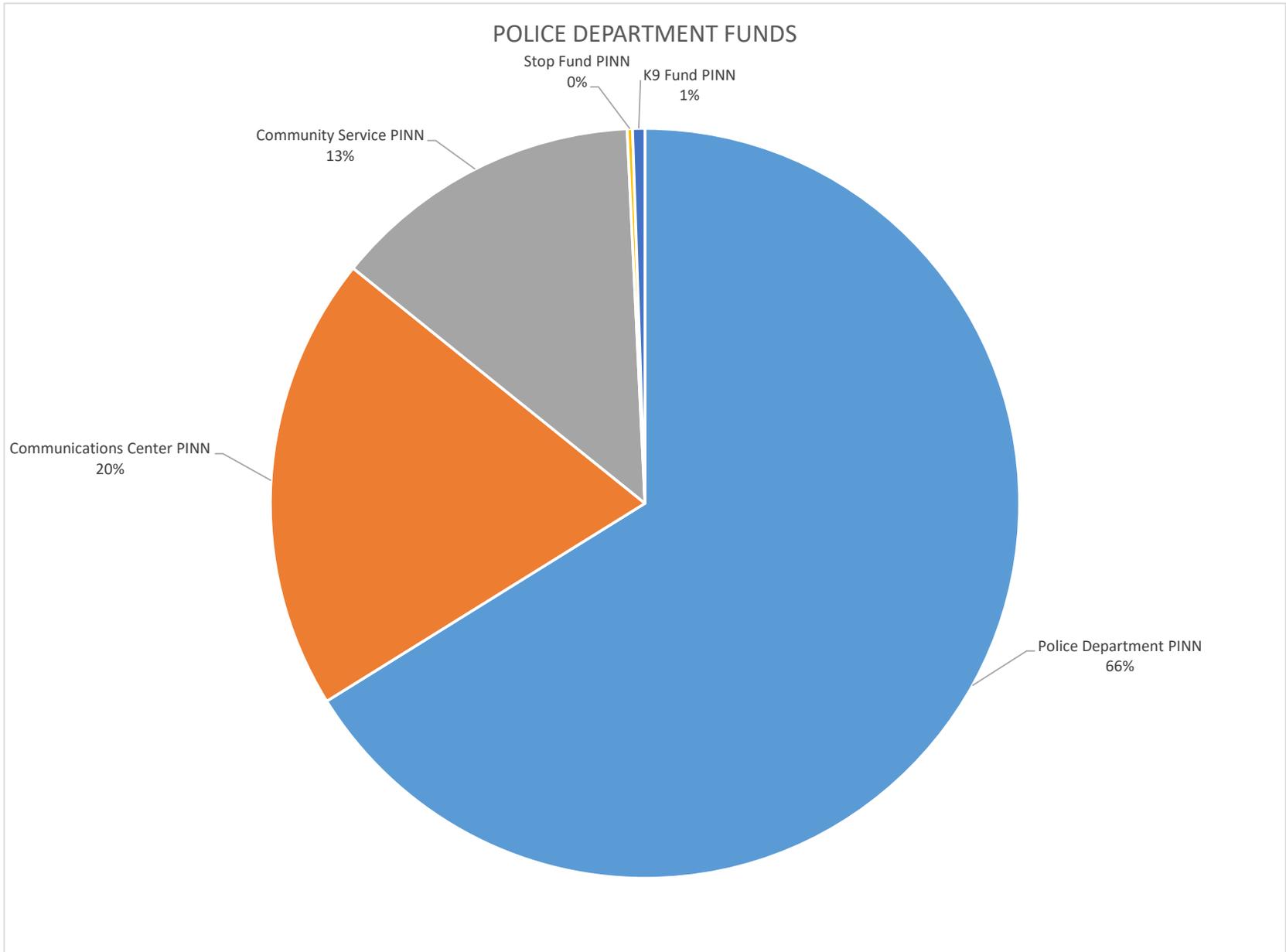


City of Crete
Treasurer's Report

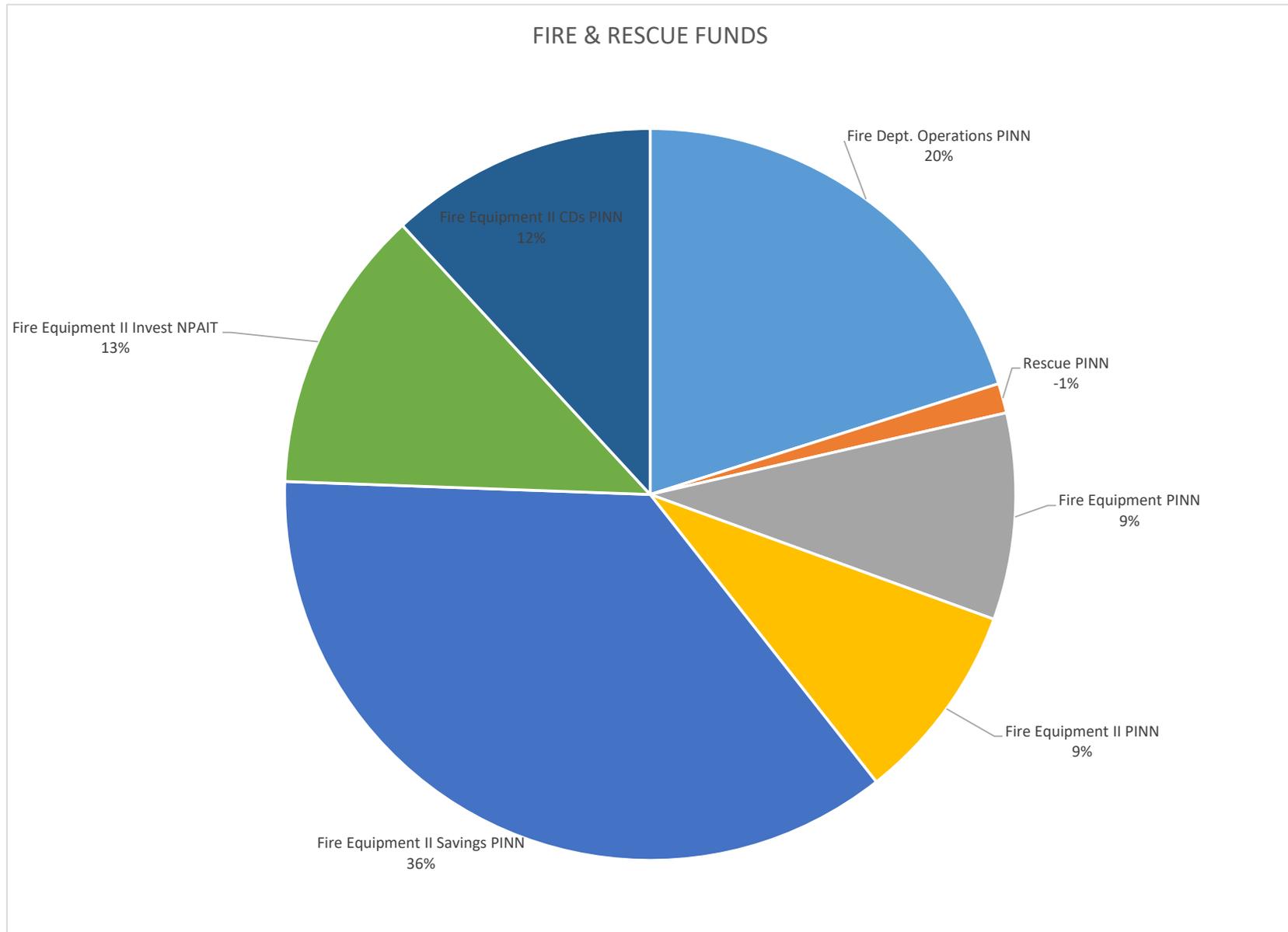
GENERAL FUND CASH



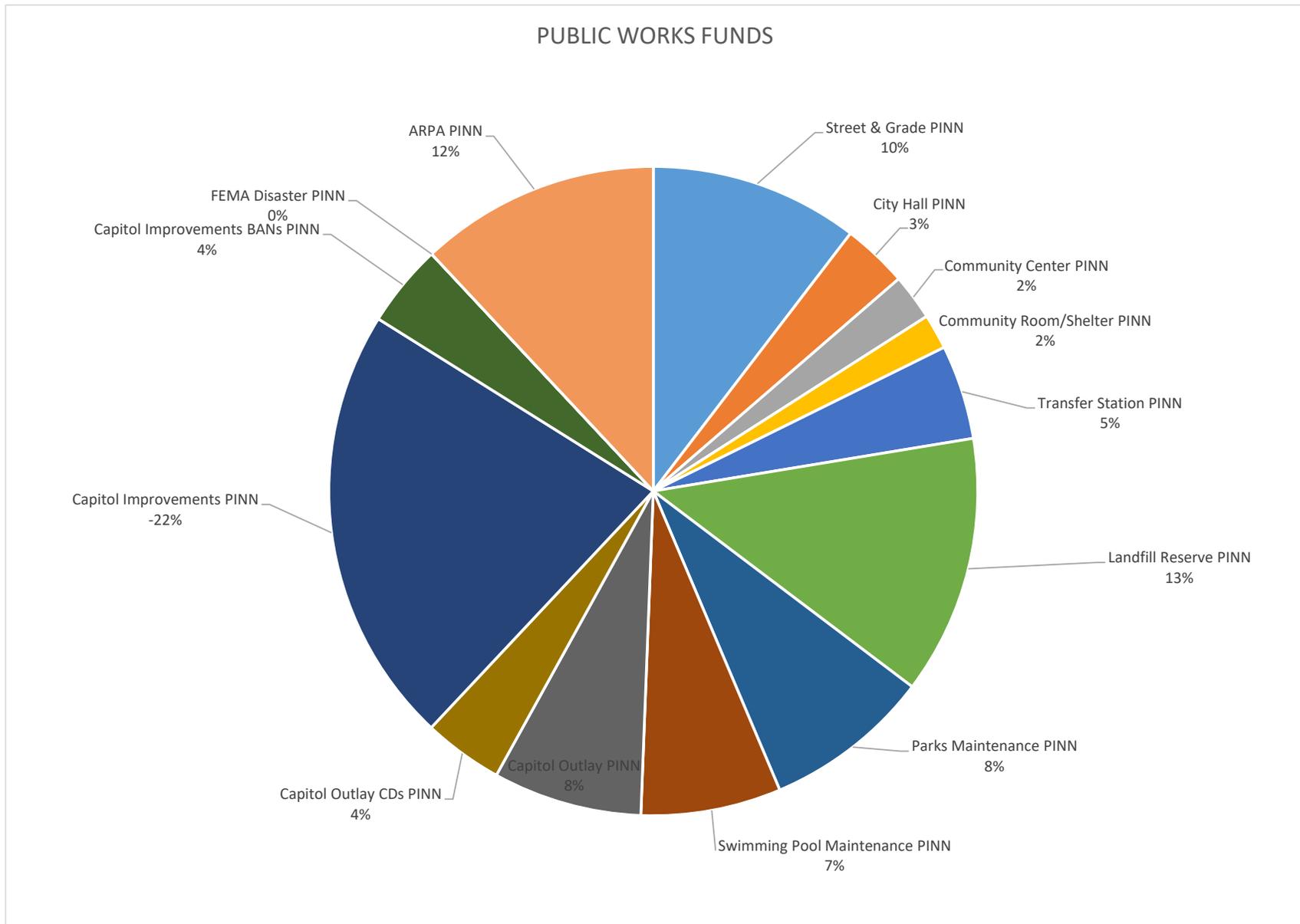
**City of Crete
Treasurer's Report**



City of Crete
Treasurer's Report

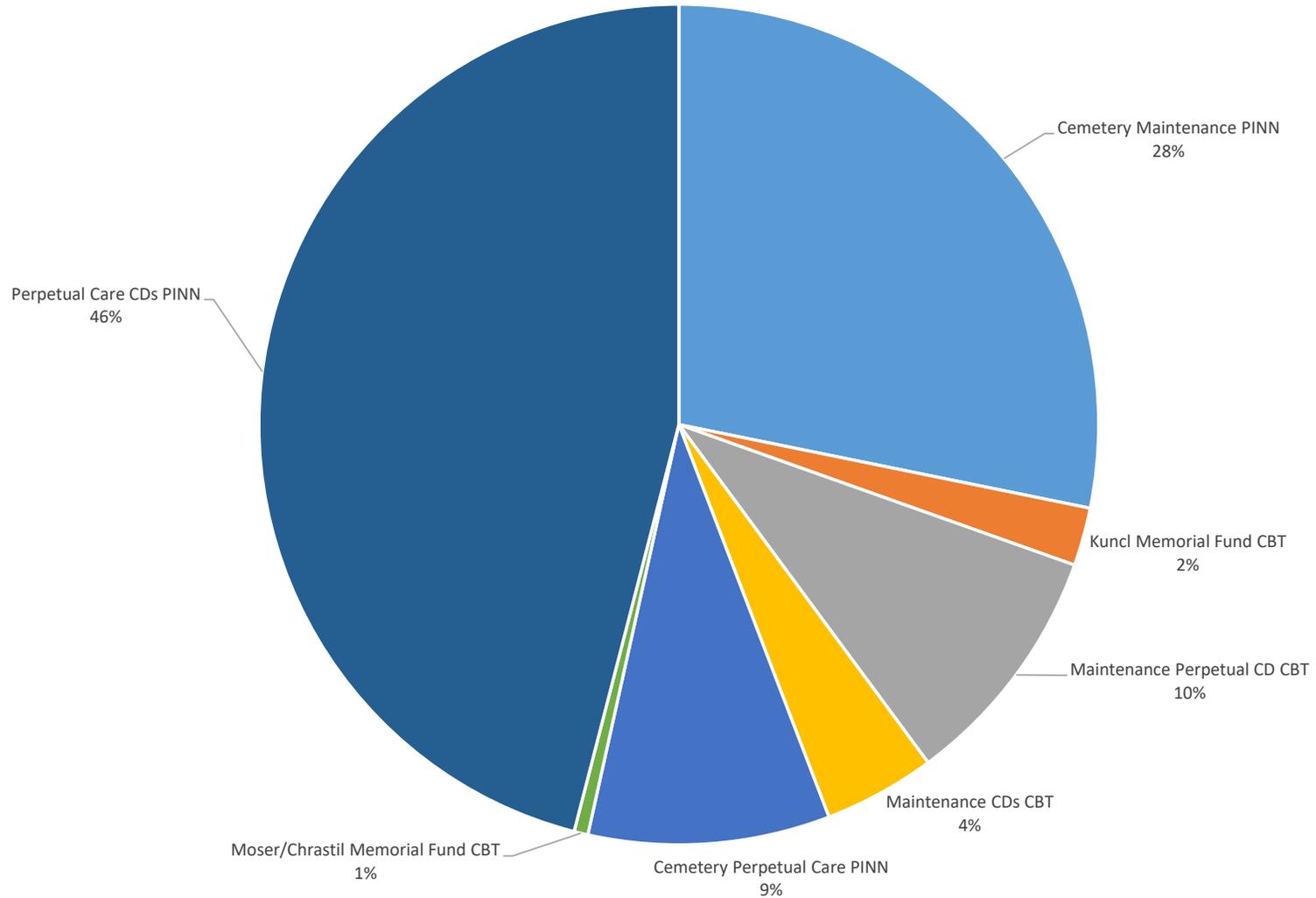


City of Crete
Treasurer's Report



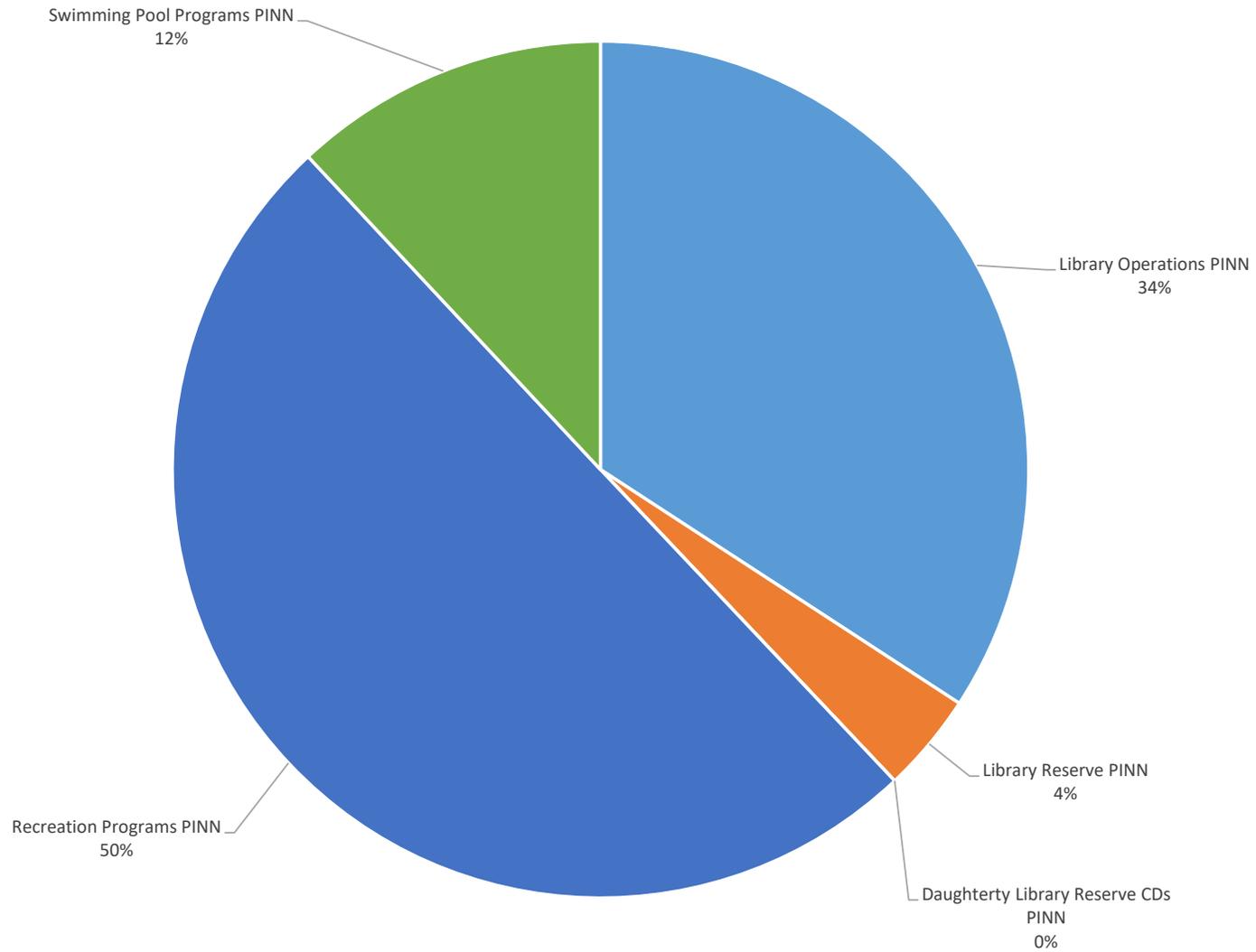
City of Crete
Treasurer's Report

CEMETERY FUNDS

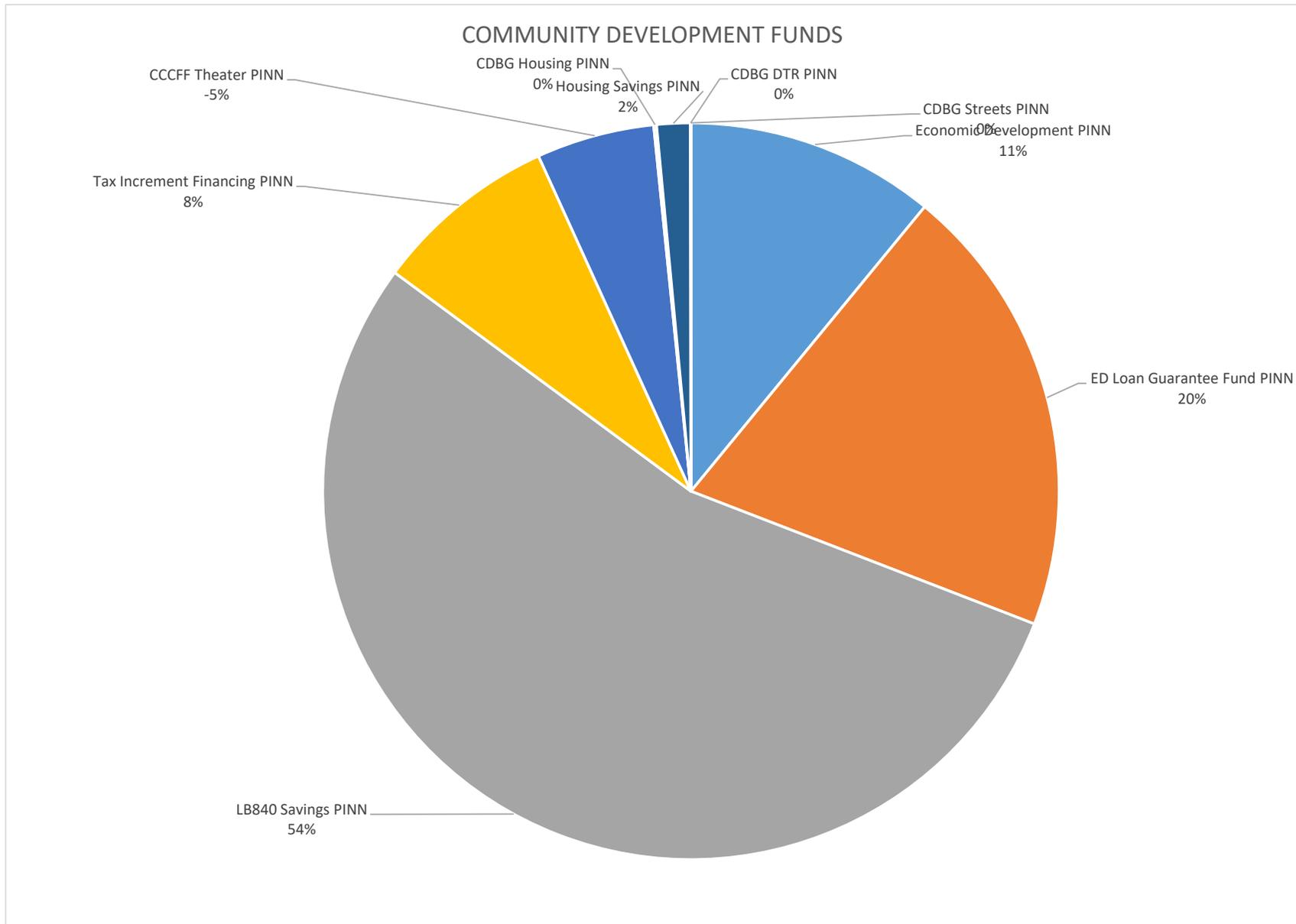


City of Crete
Treasurer's Report

CULTURAL AND RECREATION FUNDS

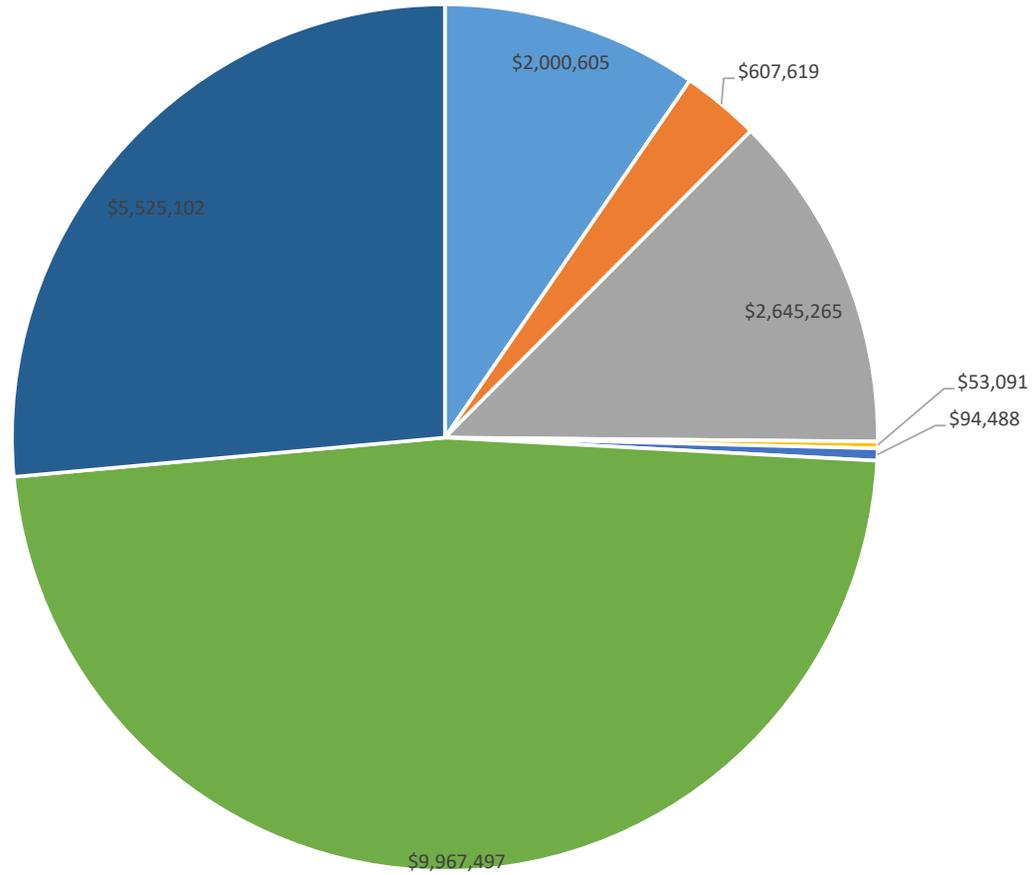


City of Crete
Treasurer's Report



**City of Crete
Treasurer's Report**

Financial Institution Distribution



■ Nebraska Class 9.58% ■ XBP Utah 2.91% ■ WELLS FARGO Lincoln 12.66% ■ NPAIT 0.25% ■ UBT Crete 0.45% ■ PINNACLE Crete 47.71% ■ CITY BANK Crete 26.44%

LOCAL	74.60%
NON-LOCAL	25.39%

Report Criteria:

Vendor.Vendor number = 0-1059,1061-99999999

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
AMAZON BUSINESS (6116)								
AMAZON BUSINESS	1	Invoice	OFFICE SUPPLIES	10/01/2023	39.99		00/00	701-9900
AMAZON BUSINESS	1	Invoice	CREDIT MEMO	10/02/2023	9.79-		00/00	101-8500
AMAZON BUSINESS	1	Invoice	REPLACEMENTS	10/03/2023	15.95		00/00	701-5693
AMAZON BUSINESS	1	Invoice	BOOKS/MAGAZINES	10/04/2023	24.10		00/00	701-5691
AMAZON BUSINESS	1	Invoice	PROGRAM EXPENSE	10/04/2023	79.98		00/00	701-6210
AMAZON BUSINESS	1	Invoice	POLICE EQUIPMENT	10/05/2023	45.60		00/00	531-6477
AMAZON BUSINESS	1	Invoice	BOOKS/MAGAZINES	10/06/2023	9.89		00/00	701-5691
AMAZON BUSINESS	1	Invoice	PROGRAM EXPENSE	10/09/2023	68.13		00/00	701-6210
Total AMAZON BUSINESS (6116):					273.85			
AQUA-CHEM INC (260)								
AQUA-CHEM INC	1	Invoice	UN1791, HYPOCHLORITE	09/29/2023	345.40	1504	00/00	002-7041
AQUA-CHEM INC	2	Invoice	UN1490, POTASSIUM PE	09/29/2023	1,386.75	1504	00/00	002-7041
AQUA-CHEM INC	3	Invoice	FUEL SURCHARGE	09/29/2023	32.25	1504	00/00	002-7041
Total AQUA-CHEM INC (260):					1,764.40			
BAKER & TAYLOR (370)								
BAKER & TAYLOR	1	Invoice	CREDIT INVOICE	09/21/2023	9.35-		00/00	701-5691
BAKER & TAYLOR	1	Invoice	BOOKS/MAGAZINES	09/22/2023	70.79		00/00	701-5691
BAKER & TAYLOR	1	Invoice	BOOKS/MAGAZINES	09/27/2023	134.25		00/00	701-5691
Total BAKER & TAYLOR (370):					195.69			
BAUER INSURANCE INC (410)								
BAUER INSURANCE INC	1	Invoice	WASTE WATER BOND	10/06/2023	1,320.00		00/00	003-9720
Total BAUER INSURANCE INC (410):					1,320.00			
BEATRICE CONCRETE CO (440)								
BEATRICE CONCRETE CO	1	Invoice	1-1/2 SCR N WEeping W	10/02/2023	123.24		00/00	401-5980
BEATRICE CONCRETE CO	1	Invoice	CONCRETE	09/28/2023	106.65		00/00	401-5980
BEATRICE CONCRETE CO	1	Invoice	CONCRETE	09/29/2023	801.68		00/00	401-5980
BEATRICE CONCRETE CO	1	Invoice	CONCRETE	10/05/2023	489.82		00/00	401-5980

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
Total BEATRICE CONCRETE CO (440):					1,521.39			
BLACK HILLS ENERGY (495)								
BLACK HILLS ENERGY	1	Invoice	7515-0723-40 210 E 14TH	09/26/2023	104.56		00/00	301-7530
Total BLACK HILLS ENERGY (495):					104.56			
BLUE RIVER ARTS COUNCIL INC (5762)								
BLUE RIVER ARTS COUNCIL INC	1	Invoice	ISIS THEATRE RENOVATI	10/17/2023	108,761.47		00/00	801-5755
Total BLUE RIVER ARTS COUNCIL INC (5762):					108,761.47			
BLUE VALLEY DOOR CO INC (510)								
BLUE VALLEY DOOR CO INC	1	Invoice	GARAGE DOOR REPLAC	06/30/2023	947.00		00/00	201-5329
Total BLUE VALLEY DOOR CO INC (510):					947.00			
BOUND TREE MEDICAL LLC (5598)								
BOUND TREE MEDICAL LLC	1	Invoice	MEDICAL SUPPLIES	05/23/2023	13.39		00/00	302-5341
Total BOUND TREE MEDICAL LLC (5598):					13.39			
CAPITAL BUSINESS SYSTEMS INC (705)								
CAPITAL BUSINESS SYSTEMS INC	1	Invoice	SERVICE CONTRACT	10/01/2023	225.50		00/00	101-9740
CAPITAL BUSINESS SYSTEMS INC	2	Invoice	SERVICE CONTRACT	10/01/2023	65.57		00/00	201-9740
CAPITAL BUSINESS SYSTEMS INC	3	Invoice	SERVICE CONTRACT	10/01/2023	26.72		00/00	401-9740
CAPITAL BUSINESS SYSTEMS INC	4	Invoice	SERVICE CONTRACT	10/01/2023	163.47		00/00	701-9740
CAPITAL BUSINESS SYSTEMS INC	5	Invoice	SERVICE CONTRACT	10/01/2023	127.66		00/00	721-9740
CAPITAL BUSINESS SYSTEMS INC	6	Invoice	SERVICE CONTRACT	10/01/2023	26.72		00/00	001-9740
CAPITAL BUSINESS SYSTEMS INC	7	Invoice	SERVICE CONTRACT	10/01/2023	26.72		00/00	002-9740
CAPITAL BUSINESS SYSTEMS INC	8	Invoice	SERVICE CONTRACT	10/01/2023	26.72		00/00	003-9740
Total CAPITAL BUSINESS SYSTEMS INC (705):					689.08			
CASELLE, INC. (5609)								
CASELLE, INC.	1	Invoice	CONTRACT SUPPORT &	10/01/2023	963.21		00/00	001-9910
CASELLE, INC.	2	Invoice	CONTRACT SUPPORT &	10/01/2023	404.17		00/00	002-9910
CASELLE, INC.	3	Invoice	CONTRACT SUPPORT &	10/01/2023	315.23		00/00	003-9910
CASELLE, INC.	4	Invoice	CONTRACT SUPPORT &	10/01/2023	933.39		00/00	101-6050

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
Total CASELLE, INC. (5609):					2,616.00			
CENGAGE LEARNING INC/GALE (1890)								
CENGAGE LEARNING INC/GALE	1	Invoice	BOOKS/MAGAZINES	10/03/2023	88.52		00/00	701-5691
Total CENGAGE LEARNING INC/GALE (1890):					88.52			
CENTER POINT LARGE PRINT (765)								
CENTER POINT LARGE PRINT	1	Invoice	BOOKS/MAGAZINES	09/29/2023	356.55		00/00	701-5691
Total CENTER POINT LARGE PRINT (765):					356.55			
CHAPIN LAWN CARE (6387)								
CHAPIN LAWN CARE	1	Invoice	MOWING & FERTILIZER	10/03/2023	224.99		00/00	201-5329
Total CHAPIN LAWN CARE (6387):					224.99			
CITY HALL FUND (830)								
CITY HALL FUND	1	Invoice	DEPARTMENT OFFICE R	10/01/2023	548.00		00/00	001-9680
CITY HALL FUND	2	Invoice	DEPARTMENT OFFICE R	10/01/2023	412.00		00/00	002-9680
CITY HALL FUND	3	Invoice	DEPARTMENT OFFICE R	10/01/2023	265.00		00/00	003-9680
CITY HALL FUND	4	Invoice	DEPARTMENT OFFICE R	10/01/2023	187.50		00/00	101-9680
CITY HALL FUND	5	Invoice	DEPARTMENT OFFICE R	10/01/2023	150.00		00/00	401-9680
CITY HALL FUND	6	Invoice	DEPARTMENT OFFICE R	10/01/2023	37.50		00/00	721-9680
Total CITY HALL FUND (830):					1,600.00			
CITY HEALTH FUND (835)								
CITY HEALTH FUND	1	Invoice	HEALTH REIMBURSEME	10/01/2023	220.00		00/00	101-9620
CITY HEALTH FUND	2	Invoice	HEALTH REIMBURSEME	10/01/2023	260.00		00/00	201-9620
CITY HEALTH FUND	3	Invoice	HEALTH REIMBURSEME	10/01/2023	40.00		00/00	203-9620
CITY HEALTH FUND	4	Invoice	HEALTH REIMBURSEME	10/01/2023	220.00		00/00	401-9620
CITY HEALTH FUND	5	Invoice	HEALTH REIMBURSEME	10/01/2023	80.00		00/00	601-9620
CITY HEALTH FUND	6	Invoice	HEALTH REIMBURSEME	10/01/2023	320.00		00/00	701-9620
CITY HEALTH FUND	7	Invoice	HEALTH REIMBURSEME	10/01/2023	500.00		00/00	001-9620
CITY HEALTH FUND	8	Invoice	HEALTH REIMBURSEME	10/01/2023	220.00		00/00	002-9620
CITY HEALTH FUND	9	Invoice	HEALTH REIMBURSEME	10/01/2023	140.00		00/00	003-9620
Total CITY HEALTH FUND (835):					2,000.00			

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
CITY OF BEATRICE (840)								
CITY OF BEATRICE	1	Invoice	QTRLY 911 SERVICE FEE	10/01/2023	73,759.07		00/00	202-9750
Total CITY OF BEATRICE (840):					73,759.07			
CITY REVENUE FUND (860)								
CITY REVENUE FUND	1	Invoice	POLICE	10/01/2023	1,920.29		00/00	201-5800
CITY REVENUE FUND	2	Invoice	POLICE	10/01/2023	64.52		00/00	203-5800
CITY REVENUE FUND	3	Invoice	STREET	10/01/2023	1,310.71		00/00	401-5800
CITY REVENUE FUND	4	Invoice	FIRE	10/01/2023	249.65		00/00	301-5800
CITY REVENUE FUND	5	Invoice	CEMETERY	10/01/2023	84.04		00/00	601-5800
CITY REVENUE FUND	6	Invoice	PARK&REC	10/01/2023	1,279.06		00/00	521-5800
CITY REVENUE FUND	7	Invoice	AIRPORT	10/01/2023	.00		00/00	050-5800
CITY REVENUE FUND	1	Invoice	PAPER TOWELS	10/02/2023	65.14		00/00	003-7230
Total CITY REVENUE FUND (860):					4,973.41			
CITY TAX FUND (865)								
CITY TAX FUND	1	Invoice	ELECTRIC SURPLUS & F	10/01/2023	29,167.00		00/00	001-9960
CITY TAX FUND	2	Invoice	ELECTRIC SURPLUS & F	10/01/2023	10,000.00		00/00	001-9965
CITY TAX FUND	1	Invoice	LIBRARY BOND PAYMEN	10/01/2023	21,000.00		00/00	150-1015
Total CITY TAX FUND (865):					60,167.00			
CLINE WILLIAMS LLP (895)								
CLINE WILLIAMS LLP	1	Invoice	GEN BUSINESS	10/04/2023	1,145.02		00/00	101-9860
CLINE WILLIAMS LLP	2	Invoice	GEN BUSINESS	10/04/2023	286.26		00/00	401-9860
CLINE WILLIAMS LLP	3	Invoice	GEN BUSINESS	10/04/2023	858.76		00/00	001-9860
CLINE WILLIAMS LLP	4	Invoice	GEN BUSINESS	10/04/2023	286.26		00/00	002-9860
CLINE WILLIAMS LLP	5	Invoice	GEN BUSINESS	10/04/2023	286.26		00/00	003-9860
CLINE WILLIAMS LLP	1	Invoice	EMPLOYEE BENEFITS C	10/06/2023	12.15		00/00	101-5163
CLINE WILLIAMS LLP	2	Invoice	EMPLOYEE BENEFITS C	10/06/2023	39.48		00/00	201-5163
CLINE WILLIAMS LLP	3	Invoice	EMPLOYEE BENEFITS C	10/06/2023	18.22		00/00	401-5163
CLINE WILLIAMS LLP	4	Invoice	EMPLOYEE BENEFITS C	10/06/2023	3.03		00/00	601-5163
CLINE WILLIAMS LLP	5	Invoice	EMPLOYEE BENEFITS C	10/06/2023	12.15		00/00	701-5163
CLINE WILLIAMS LLP	6	Invoice	EMPLOYEE BENEFITS C	10/06/2023	6.07		00/00	521-5163
CLINE WILLIAMS LLP	7	Invoice	EMPLOYEE BENEFITS C	10/06/2023	6.07		00/00	721-5163
CLINE WILLIAMS LLP	8	Invoice	EMPLOYEE BENEFITS C	10/06/2023	27.34		00/00	001-9623
CLINE WILLIAMS LLP	9	Invoice	EMPLOYEE BENEFITS C	10/06/2023	27.34		00/00	002-9623
CLINE WILLIAMS LLP	10	Invoice	EMPLOYEE BENEFITS C	10/06/2023	12.15		00/00	003-9623

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
Total CLINE WILLIAMS LLP (895):					3,026.56			
CODY, LIZ (6277)								
CODY, LIZ	1	Invoice	MEETING/TRAINING	10/04/2023	103.07		00/00	521-9760
CODY, LIZ	2	Invoice	MEETING/TRAINING	10/04/2023	35.00		00/00	721-9760
CODY, LIZ	1	Invoice	MEETING/TRAINING	10/09/2023	364.84		00/00	722-9760
CODY, LIZ	1	Invoice	MUMS-OAK CREEK PLAN	09/29/2023	65.85		00/00	521-5332
Total CODY, LIZ (6277):					568.76			
CONFLUENCE INC (6103)								
CONFLUENCE INC	1	Invoice	22251 CRETE COMPREH	08/16/2023	5,730.75		00/00	101-5480
CONFLUENCE INC	1	Invoice	22251 CRETE COMPREH	09/14/2023	8,889.98		00/00	101-5480
Total CONFLUENCE INC (6103):					14,620.73			
CONSOLIDATED MANAGEMENT COMPANY (955)								
CONSOLIDATED MANAGEMENT COMPANY	1	Invoice	MEETING/TRAINING	08/02/2023	65.00		00/00	201-9760
Total CONSOLIDATED MANAGEMENT COMPANY (955):					65.00			
CRETE AREA MEDICAL CENTER (1070)								
CRETE AREA MEDICAL CENTER	1	Invoice	AMBULANCE LAUNDRY	10/01/2023	35.00		00/00	302-8500
Total CRETE AREA MEDICAL CENTER (1070):					35.00			
CRETE FOODMART (GEN) (1095)								
CRETE FOODMART (GEN)	1	Invoice	JANITORIAL SUPPLIES	09/22/2023	37.43		00/00	701-5541
CRETE FOODMART (GEN)	1	Invoice	DONATIONS	09/21/2023	20.37		00/00	702-5692
Total CRETE FOODMART (GEN) (1095):					57.80			
CRETE LUMBER & FARM SUPPLY CO (1110)								
CRETE LUMBER & FARM SUPPLY CO	1	Invoice	WATERLINE PARTS FOR	09/18/2023	24.03		00/00	002-8021
CRETE LUMBER & FARM SUPPLY CO	1	Invoice	6X10 PVC/DWV PIPE	09/20/2023	87.06		00/00	002-8021
Total CRETE LUMBER & FARM SUPPLY CO (1110):					111.09			
CRETE VETERINARY CLINIC (1140)								
CRETE VETERINARY CLINIC	1	Invoice	DOG-ANIMAL CONTROL/	09/06/2023	175.00		00/00	203-5345

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
CRETE VETERINARY CLINIC	1	Invoice	BOARD - DOG	09/08/2023	109.65		00/00	203-5345
CRETE VETERINARY CLINIC	1	Invoice	DISPOSAL - CAT	09/25/2023	32.00		00/00	203-5345
CRETE VETERINARY CLINIC	1	Invoice	BOARD - DOG	09/29/2023	58.05		00/00	203-5345
Total CRETE VETERINARY CLINIC (1140):					374.70			
CRIST TOWING SERVICE (5635)								
CRIST TOWING SERVICE	1	Invoice	2023-2856 TOWING	06/17/2023	160.00		00/00	201-5812
CRIST TOWING SERVICE	1	Invoice	2023-3195 TOWING	07/07/2023	129.00		00/00	201-5812
CRIST TOWING SERVICE	1	Invoice	2023-4201 TOWING	04/04/2023	205.00		00/00	201-5812
Total CRIST TOWING SERVICE (5635):					494.00			
CULLIGAN WATER SERVICE (1160)								
CULLIGAN WATER SERVICE	1	Invoice	AIRPORT WATER	09/30/2023	48.00		00/00	050-7530
CULLIGAN WATER SERVICE	1	Invoice	WATER COOLER RENTAL	09/30/2023	49.00		00/00	701-9900
Total CULLIGAN WATER SERVICE (1160):					97.00			
DANKO EMERGENCY EQUIPMENT CO (1200)								
DANKO EMERGENCY EQUIPMENT CO	1	Invoice	23 DODGE CHASSIS FOR	10/03/2023	59,500.00		10/23	304-6135
Total DANKO EMERGENCY EQUIPMENT CO (1200):					59,500.00			
DEPT. OF ENERGY W.A.P.A. (1250)								
DEPT. OF ENERGY W.A.P.A.	1	Invoice	PURCHASED POWER WA	10/11/2023	30,643.72		00/00	001-7240
Total DEPT. OF ENERGY W.A.P.A. (1250):					30,643.72			
EAKES OFFICE SOLUTIONS (1475)								
EAKES OFFICE SOLUTIONS	1	Invoice	OFFICE SUPPLIES	09/29/2023	19.18		00/00	401-9900
EAKES OFFICE SOLUTIONS	2	Invoice	OFFICE SUPPLIES	09/29/2023	22.05		00/00	002-9900
EAKES OFFICE SOLUTIONS	3	Invoice	OFFICE SUPPLIES	09/29/2023	19.18		00/00	003-9900
EAKES OFFICE SOLUTIONS	4	Invoice	OFFICE SUPPLIES	09/29/2023	22.05		00/00	001-9900
EAKES OFFICE SOLUTIONS	1	Invoice	OFFICE SUPPLIES	10/06/2023	92.82		00/00	101-9900
EAKES OFFICE SOLUTIONS	1	Invoice	OFFICE SUPPLIES	09/15/2023	117.97		00/00	101-9900
EAKES OFFICE SOLUTIONS	1	Invoice	OFFICE SUPPLIES	09/15/2023	17.34		00/00	101-9900
EAKES OFFICE SOLUTIONS	1	Invoice	OFFICE SUPPLIES	10/13/2023	17.24		00/00	401-9900
EAKES OFFICE SOLUTIONS	2	Invoice	OFFICE SUPPLIES	10/13/2023	19.83		00/00	002-9900
EAKES OFFICE SOLUTIONS	3	Invoice	OFFICE SUPPLIES	10/13/2023	19.84		00/00	001-9900
EAKES OFFICE SOLUTIONS	4	Invoice	OFFICE SUPPLIES	10/13/2023	17.24		00/00	003-9900

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
EAKES OFFICE SOLUTIONS	1	Invoice	OFFICE SUPPLIES	10/13/2023	69.82		00/00	101-9900
Total EAKES OFFICE SOLUTIONS (1475):					454.56			
EMERGENCY MEDICAL PRODUCTS (1570)								
EMERGENCY MEDICAL PRODUCTS	1	Invoice	MEDICAL SUPPLIES	07/14/2023	42.21		00/00	302-5341
EMERGENCY MEDICAL PRODUCTS	1	Invoice	MEDICAL SUPPLIES	07/24/2023	685.89		00/00	302-5341
Total EMERGENCY MEDICAL PRODUCTS (1570):					728.10			
FIRST NATIONAL BANK OF OMAHA (1770)								
FIRST NATIONAL BANK OF OMAHA	1	Invoice	GARY CC, NSA/POAN LA	08/28/2023	130.00		00/00	201-9760
FIRST NATIONAL BANK OF OMAHA	2	Invoice	GARY CC, POLICE OFFIC	08/28/2023	20.00		00/00	201-5400
Total FIRST NATIONAL BANK OF OMAHA (1770):					150.00			
GAMAN, COLIN (1895)								
GAMAN, COLIN	1	Invoice	PUMPKIN FEST SUPPLIE	10/06/2023	51.60		00/00	201-5370
Total GAMAN, COLIN (1895):					51.60			
GRAHAM TIRE LIN. NORTH (2000)								
GRAHAM TIRE LIN. NORTH	1	Invoice	NEW TIRES UNIT 4	10/04/2023	795.00		00/00	201-5810
Total GRAHAM TIRE LIN. NORTH (2000):					795.00			
HAVLAT REPAIR (6178)								
HAVLAT REPAIR	1	Invoice	TIRES	10/06/2023	1,081.00		00/00	301-5810
Total HAVLAT REPAIR (6178):					1,081.00			
HAWKS PLUMBING AND HEATING LLC (5997)								
HAWKS PLUMBING AND HEATING LLC	1	Invoice	HVAC SYSTEM-AIRPORT	07/12/2023	14,943.00		00/00	050-2600
HAWKS PLUMBING AND HEATING LLC	1	Invoice	INSULATED FLEXIBLE DU	09/28/2023	1,075.00		00/00	050-5330
Total HAWKS PLUMBING AND HEATING LLC (5997):					16,018.00			
HEATH SPORTS (2180)								
HEATH SPORTS	1	Invoice	T-SHIRTS RECOGNITION	09/13/2023	255.17		00/00	101-8500
HEATH SPORTS	2	Invoice	T-SHIRTS RECOGNITION	09/13/2023	210.79		00/00	201-8500
HEATH SPORTS	3	Invoice	T-SHIRTS RECOGNITION	09/13/2023	88.76		00/00	401-8500

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
HEATH SPORTS	4	Invoice	T-SHIRTS RECOGNITION	09/13/2023	44.38		00/00	601-8500
HEATH SPORTS	5	Invoice	T-SHIRTS RECOGNITION	09/13/2023	122.04		00/00	701-8500
HEATH SPORTS	6	Invoice	T-SHIRTS RECOGNITION	09/13/2023	55.47		00/00	521-8500
HEATH SPORTS	7	Invoice	T-SHIRTS RECOGNITION	09/13/2023	55.47		00/00	722-8500
HEATH SPORTS	8	Invoice	T-SHIRTS RECOGNITION	09/13/2023	77.66		00/00	001-8500
HEATH SPORTS	9	Invoice	T-SHIRTS RECOGNITION	09/13/2023	55.47		00/00	002-8500
HEATH SPORTS	10	Invoice	T-SHIRTS RECOGNITION	09/13/2023	44.38		00/00	003-8500
Total HEATH SPORTS (2180):					1,009.59			
HOWE, KEN (6385)								
HOWE, KEN	1	Invoice	WATER REFUND	10/06/2023	215.25		10/23	002-4106
HOWE, KEN	2	Invoice	SEWER REFUND	10/06/2023	179.88		10/23	003-4106
Total HOWE, KEN (6385):					395.13			
JAY'S OIL CO (2405)								
JAY'S OIL CO	1	Invoice	TIRE REPAIR-UNIT 4	09/27/2023	60.00		00/00	201-5810
Total JAY'S OIL CO (2405):					60.00			
JEO CONSULTING GROUP INC. (2425)								
JEO CONSULTING GROUP INC.	1	Invoice	R170436.00 CRETE GEN	10/12/2023	235.00		00/00	101-9860
JEO CONSULTING GROUP INC.	1	Invoice	R220169.00 CRETE 2022	10/12/2023	5,107.50		00/00	532-6381
Total JEO CONSULTING GROUP INC. (2425):					5,342.50			
JINDRA IRRIGATION (2435)								
JINDRA IRRIGATION	1	Invoice	SPRINKLER SYSTEM	07/28/2023	10,610.00		00/00	531-6480
JINDRA IRRIGATION	1	Invoice	NEW SOD	07/28/2023	8,675.00		00/00	531-6480
JINDRA IRRIGATION	1	Invoice	FESCUE SOD	09/11/2023	360.00		00/00	531-6480
Total JINDRA IRRIGATION (2435):					19,645.00			
JOHN E REID & ASSOCIATES INC (2455)								
JOHN E REID & ASSOCIATES INC	1	Invoice	ZOOM TRAINING- OFCS	10/02/2023	447.00		00/00	201-9760
Total JOHN E REID & ASSOCIATES INC (2455):					447.00			
JONES AUTOMOTIVE (2475)								
JONES AUTOMOTIVE	1	Invoice	BATTERY, SEPERATOR &	09/22/2023	868.97		00/00	201-5791

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
Total JONES AUTOMOTIVE (2475):					868.97			
LIBRARY JOURNAL (5719)								
LIBRARY JOURNAL	1	Invoice	2024 SUBSCRIPTION RE	10/04/2023	99.00		00/00	701-5691
Total LIBRARY JOURNAL (5719):					99.00			
LINCOLN JOURNAL STAR (2780)								
LINCOLN JOURNAL STAR	1	Invoice	HIGHLAND FIRE BUDGET	08/29/2023	50.48		00/00	101-4904
Total LINCOLN JOURNAL STAR (2780):					50.48			
LINCOLN WINWATER WORKS (2810)								
LINCOLN WINWATER WORKS	1	Invoice	STAKING FLAGS/LID	09/27/2023	146.80		00/00	002-8021
LINCOLN WINWATER WORKS	1	Invoice	STAKING FLAGS	10/05/2023	16.13		00/00	002-8021
LINCOLN WINWATER WORKS	1	Invoice	TAPPING TOOL	10/04/2023	351.14		00/00	002-8500
LINCOLN WINWATER WORKS	1	Invoice	3 WIRE WATER METER W	10/10/2023	215.00		00/00	002-8090
Total LINCOLN WINWATER WORKS (2810):					729.07			
MATHESON TRI-GAS INC (3020)								
MATHESON TRI-GAS INC	1	Invoice	OXYGEN	09/30/2023	135.45		00/00	302-5265
Total MATHESON TRI-GAS INC (3020):					135.45			
MAX I WALKER UNIFORM & APPAREL (3035)								
MAX I WALKER UNIFORM & APPAREL	1	Invoice	UNIFORMS	10/04/2023	90.49		00/00	003-9640
MAX I WALKER UNIFORM & APPAREL	1	Invoice	UNIFORMS	10/11/2023	81.24		00/00	003-9640
Total MAX I WALKER UNIFORM & APPAREL (3035):					171.73			
MENARDS - LINCOLN SOUTH (3115)								
MENARDS - LINCOLN SOUTH	1	Invoice	JANITORIAL SUPPLIES	10/03/2023	42.93		00/00	501-5541
MENARDS - LINCOLN SOUTH	1	Invoice	LANDSCAPING MATERIA	10/05/2023	190.00		00/00	531-6480
MENARDS - LINCOLN SOUTH	1	Invoice	RETAINING WALL BLOCK	10/11/2023	228.49		00/00	701-5330
MENARDS - LINCOLN SOUTH	1	Invoice	PLANTERS	10/11/2023	79.99		00/00	503-5330
Total MENARDS - LINCOLN SOUTH (3115):					541.41			

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
MIDLAND SCIENTIFIC INC (3165)								
MIDLAND SCIENTIFIC INC	1	Invoice	47MM POLYPHENLSULF	10/04/2023	45.22	1493	00/00	003-7282
Total MIDLAND SCIENTIFIC INC (3165):					45.22			
MIDWEST LABORATORIES INC (3195)								
MIDWEST LABORATORIES INC	1	Invoice	LABS	10/02/2023	2,391.67		00/00	003-7282
Total MIDWEST LABORATORIES INC (3195):					2,391.67			
MIDWEST LIVING (6386)								
MIDWEST LIVING	1	Invoice	1 YR RENEWAL	09/13/2023	15.00		00/00	701-5691
Total MIDWEST LIVING (6386):					15.00			
NAPA AUTO PARTS (3345)								
NAPA AUTO PARTS	1	Invoice	AIR FILTERS	09/20/2023	166.60		00/00	002-8460
NAPA AUTO PARTS	1	Invoice	22IN EXACTFITBLADE	10/06/2023	24.98		00/00	521-5791
NAPA AUTO PARTS	1	Invoice	WINDSHIELD WIPERS-U	10/04/2023	58.34		00/00	201-5791
NAPA AUTO PARTS	1	Invoice	FUSE	10/10/2023	6.42		00/00	002-8460
NAPA AUTO PARTS	1	Invoice	LAMPS	10/10/2023	19.22		00/00	002-8460
NAPA AUTO PARTS	1	Invoice	REPLAY	09/22/2023	10.99		00/00	301-5791
Total NAPA AUTO PARTS (3345):					286.55			
NEBRASKA.GOV (3575)								
NEBRASKA.GOV	1	Invoice	JUSTICE CASE LISTING (09/30/2023	3.00		00/00	101-5420
Total NEBRASKA.GOV (3575):					3.00			
NEBRASKALAND TIRE INC (5636)								
NEBRASKALAND TIRE INC	1	Invoice	TIRE REPAIR F-250	10/06/2023	29.99		00/00	002-8460
Total NEBRASKALAND TIRE INC (5636):					29.99			
NORRIS PUBLIC POWER DISTRICT (3685)								
NORRIS PUBLIC POWER DISTRICT	1	Invoice	AIRPORT ELECTRICITY	10/05/2023	744.40		00/00	050-7530
NORRIS PUBLIC POWER DISTRICT	1	Invoice	ELECTRICITY	10/05/2023	8,732.78		00/00	003-7530
NORRIS PUBLIC POWER DISTRICT	1	Invoice	UTILITIES	10/02/2023	10.09		00/00	521-7530

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
Total NORRIS PUBLIC POWER DISTRICT (3685):					9,487.27			
OLSSON (3775)								
OLSSON	1	Invoice	#015-08260 CRETE CORE	10/12/2023	651.58		00/00	003-9840
Total OLSSON (3775):					651.58			
ONE BILLING SOLUTIONS LLC (ACH) (6073)								
ONE BILLING SOLUTIONS LLC (ACH)	1	Invoice	CRETE AMB SERV	10/02/2023	5,396.36		00/00	302-5340
Total ONE BILLING SOLUTIONS LLC (ACH) (6073):					5,396.36			
ONE SOURCE THE BACKGROUND CHECK (3815)								
ONE SOURCE THE BACKGROUND CHECK	1	Invoice	BACKGROUND CHECK	10/01/2023	19.00		00/00	001-9623
ONE SOURCE THE BACKGROUND CHECK	2	Invoice	BACKGROUND CHECK	10/01/2023	19.00		00/00	721-5163
Total ONE SOURCE THE BACKGROUND CHECK (3815):					38.00			
PAPER TIGER SHREDDING (3905)								
PAPER TIGER SHREDDING	1	Invoice	PAPER SHREDDING	09/30/2023	30.00		00/00	201-5329
Total PAPER TIGER SHREDDING (3905):					30.00			
PRESTO-X (4050)								
PRESTO-X	1	Invoice	PEST CONTROL-1420 MA	09/28/2023	59.80		00/00	502-5750
Total PRESTO-X (4050):					59.80			
QUADIENT FINANCE USA INC (5591)								
QUADIENT FINANCE USA INC	1	Invoice	POSTAGE	10/01/2023	250.75		00/00	101-9650
QUADIENT FINANCE USA INC	2	Invoice	POSTAGE	10/01/2023	100.30		00/00	401-9650
QUADIENT FINANCE USA INC	3	Invoice	POSTAGE	10/01/2023	100.30		00/00	721-9650
QUADIENT FINANCE USA INC	4	Invoice	POSTAGE	10/01/2023	250.75		00/00	001-9650
QUADIENT FINANCE USA INC	5	Invoice	POSTAGE	10/01/2023	150.45		00/00	002-9650
QUADIENT FINANCE USA INC	6	Invoice	POSTAGE	10/01/2023	150.45		00/00	003-9650
Total QUADIENT FINANCE USA INC (5591):					1,003.00			
QUADIENT LEASING USA INC (4100)								
QUADIENT LEASING USA INC	1	Invoice	POSTAGE LEASE PAYME	09/26/2023	379.38		00/00	701-9650

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
Total QUADIENT LEASING USA INC (4100):					379.38			
QUILL LLC (4130)								
QUILL LLC	1	Invoice	BLDG & GRND MAINT	09/26/2023	151.14		00/00	701-5330
Total QUILL LLC (4130):					151.14			
RESCO (4280)								
RESCO	1	Invoice	LED FIXT 40W 4000K 120-	09/26/2023	2,795.00	1502	00/00	001-8071
Total RESCO (4280):					2,795.00			
SACK LUMBER CO (4385)								
SACK LUMBER CO	1	Invoice	FIRE TRAINING	10/11/2023	288.18		00/00	301-9760
Total SACK LUMBER CO (4385):					288.18			
SALINE COUNTY REGISTER OF DEEDS (4445)								
SALINE COUNTY REGISTER OF DEEDS	1	Invoice	FILING FEES	10/03/2023	88.00		00/00	101-5390
Total SALINE COUNTY REGISTER OF DEEDS (4445):					88.00			
SAPP BROS PETROLEUM (4505)								
SAPP BROS PETROLEUM	1	Invoice	TANK RENT PROPANE	09/28/2023	100.00		00/00	050-7530
SAPP BROS PETROLEUM	1	Invoice	#720850 AIRPORT PROP	09/26/2023	182.15		00/00	050-4215
SAPP BROS PETROLEUM	1	Invoice	FUEL - ACCT #742498	09/30/2023	223.45		00/00	301-5800
SAPP BROS PETROLEUM	2	Invoice	FUEL-ACCT #742498	09/30/2023	526.01		00/00	302-5800
Total SAPP BROS PETROLEUM (4505):					1,031.61			
SEWARD COUNTY INDEPENDENT (4590)								
SEWARD COUNTY INDEPENDENT	1	Invoice	CITY COUNCIL	10/04/2023	11.82		00/00	101-5390
SEWARD COUNTY INDEPENDENT	1	Invoice	FIRE	09/27/2023	11.35		00/00	301-5390
Total SEWARD COUNTY INDEPENDENT (4590):					23.17			
SID DILLON FORD (4635)								
SID DILLON FORD	1	Invoice	OIL & FILTER	10/06/2023	56.06		00/00	521-5801
SID DILLON FORD	1	Invoice	VEHICLE REPAIR-CODE	10/09/2023	1,240.92		00/00	203-5791
SID DILLON FORD	1	Invoice	OIL CHANGE/ROTATE TIR	10/11/2023	82.14		00/00	201-5801

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
Total SID DILLON FORD (4635):					1,379.12			
SPECTRUM (4730)								
SPECTRUM	1	Invoice	UTLITY-239 E 13TH ST	10/01/2023	18.46		00/00	501-7530
SPECTRUM	1	Invoice	UTILITY-1410 MAIN AVE	10/01/2023	12.33		00/00	502-7530
SPECTRUM	1	Invoice	DIGITAL CABLE BOX-194	10/01/2023	22.40		00/00	201-5220
SPECTRUM	1	Invoice	INTERNET-1945 FOREST	10/03/2023	94.98		00/00	201-5660
Total SPECTRUM (4730):					148.17			
TELLEZ, NANCY (4960)								
TELLEZ, NANCY	1	Invoice	MEETING/TRAINING	10/02/2023	82.05		00/00	101-9760
Total TELLEZ, NANCY (4960):					82.05			
TERRYBERRY (4980)								
TERRYBERRY	1	Invoice	MISC. OPERATING	08/28/2023	262.56		00/00	001-8500
Total TERRYBERRY (4980):					262.56			
THE AUTO CONNECTION (5799)								
THE AUTO CONNECTION	1	Invoice	4 WHEEL ALIGNMENT	09/29/2023	225.00		00/00	302-5791
Total THE AUTO CONNECTION (5799):					225.00			
TRANSUNION RISK & ALTERNATIVE (6152)								
TRANSUNION RISK & ALTERNATIVE	1	Invoice	TLO MONTHLY CHARGE	10/01/2023	340.00		00/00	201-5660
Total TRANSUNION RISK & ALTERNATIVE (6152):					340.00			
U.S. BANK (5170)								
U.S. BANK	1	Invoice	JOY CC, USPS 8-30-23 31	09/25/2023	63.10		00/00	701-9650
U.S. BANK	2	Invoice	JOY CC, USPS 9-18-23 31	09/25/2023	7.27		00/00	701-9650
U.S. BANK	3	Invoice	JOY CC, WALMART 9-19-	09/25/2023	38.05		00/00	702-5692
U.S. BANK	4	Invoice	JOY CC, AM LIBR ASSN 9	09/25/2023	247.00		00/00	701-5400
U.S. BANK	5	Invoice	JOY CC, SURVEY MONK	09/25/2023	26.00		00/00	701-6210
U.S. BANK	6	Invoice	JOY CC, MAGAZINES.CO	09/25/2023	11.81		00/00	701-5691
U.S. BANK	7	Invoice	JOY CC, OVERDRIVE 9-2	09/25/2023	120.80		00/00	702-5692

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
Total U.S. BANK (5170):					514.03			
UNITE PRIVATE NETWORKS LLC (5210)								
UNITE PRIVATE NETWORKS LLC	1	Invoice	ETHERNET INTERNET A	10/01/2023	88.00		00/00	101-7530
UNITE PRIVATE NETWORKS LLC	2	Invoice	ETHERNET INTERNET A	10/01/2023	99.00		00/00	201-5790
UNITE PRIVATE NETWORKS LLC	3	Invoice	ETHERNET INTERNET A	10/01/2023	88.00		00/00	301-7530
UNITE PRIVATE NETWORKS LLC	4	Invoice	ETHERNET INTERNET A	10/01/2023	99.00		00/00	701-7530
UNITE PRIVATE NETWORKS LLC	5	Invoice	ETHERNET INTERNET A	10/01/2023	550.00		00/00	001-9910
UNITE PRIVATE NETWORKS LLC	6	Invoice	ETHERNET INTERNET A	10/01/2023	88.00		00/00	002-9910
UNITE PRIVATE NETWORKS LLC	7	Invoice	ETHERNET INTERNET A	10/01/2023	88.00		00/00	003-9910
Total UNITE PRIVATE NETWORKS LLC (5210):					1,100.00			
UPS (5240)								
UPS	1	Invoice	POSTAGE	09/30/2023	18.50		00/00	003-9650
Total UPS (5240):					18.50			
VERIZON WIRELESS (5295)								
VERIZON WIRELESS	1	Invoice	CELL PHONE	10/01/2023	47.60		00/00	101-5452
VERIZON WIRELESS	2	Invoice	CELL PHONE	10/01/2023	42.84		00/00	101-6201
VERIZON WIRELESS	3	Invoice	CELL PHONE	10/01/2023	47.60		00/00	201-5220
VERIZON WIRELESS	4	Invoice	CELL PHONE	10/01/2023	141.94		00/00	001-9660
VERIZON WIRELESS	5	Invoice	CELL PHONE	10/01/2023	159.03		00/00	002-9660
VERIZON WIRELESS	6	Invoice	CELL PHONE	10/01/2023	90.44		00/00	003-9660
VERIZON WIRELESS	7	Invoice	CELL PHONE	10/01/2023	73.35		00/00	401-7530
VERIZON WIRELESS	8	Invoice	CELL PHONE	10/01/2023	124.79		00/00	301-7530
VERIZON WIRELESS	9	Invoice	CELL PHONE	10/01/2023	120.95		00/00	721-8500
VERIZON WIRELESS	10	Invoice	TABLET	10/01/2023	20.72		00/00	001-9920
VERIZON WIRELESS	11	Invoice	TABLET	10/01/2023	20.71		00/00	002-9920
VERIZON WIRELESS	12	Invoice	TABLET	10/01/2023	20.71		00/00	003-9920
VERIZON WIRELESS	13	Invoice	TABLET	10/01/2023	20.71		00/00	401-9920
VERIZON WIRELESS	14	Invoice	CELL PHONE	10/01/2023	128.52		00/00	101-7530
VERIZON WIRELESS	15	Invoice	CELL PHONE	10/01/2023	77.25		00/00	302-7530
VERIZON WIRELESS	16	Invoice	CELL PHONE	10/01/2023	42.84		00/00	050-5220
VERIZON WIRELESS	1	Invoice	CELL PHONE PD	10/01/2023	280.39		00/00	201-5220
Total VERIZON WIRELESS (5295):					1,460.39			

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
VULCAN INDUSTRIES (5599)								
VULCAN INDUSTRIES	1	Invoice	REVERSING STARTER	10/02/2023	1,912.00	1505	00/00	003-7201
Total VULCAN INDUSTRIES (5599):					1,912.00			
WASTE CONNECTIONS OF NEBRASKA (5360)								
WASTE CONNECTIONS OF NEBRASKA	1	Invoice	1945 FOREST AVE	10/01/2023	58.96		00/00	201-5329
WASTE CONNECTIONS OF NEBRASKA	2	Invoice	243 E 13TH ST	10/01/2023	204.54		00/00	501-7530
WASTE CONNECTIONS OF NEBRASKA	3	Invoice	1420 MAIN AVE	10/01/2023	21.07		00/00	502-7530
WASTE CONNECTIONS OF NEBRASKA	4	Invoice	320 W 9TH ST	10/01/2023	29.48		00/00	001-8000
WASTE CONNECTIONS OF NEBRASKA	5	Invoice	320 W 9TH ST	10/01/2023	29.48		00/00	002-8000
WASTE CONNECTIONS OF NEBRASKA	6	Invoice	100 S MAIN AVE	10/01/2023	154.33		00/00	003-7530
WASTE CONNECTIONS OF NEBRASKA	7	Invoice	212 E 15TH ST	10/01/2023	77.15		00/00	401-5330
WASTE CONNECTIONS OF NEBRASKA	8	Invoice	5TH FOREST AVE	10/01/2023	.00		00/00	522-7530
WASTE CONNECTIONS OF NEBRASKA	1	Invoice	2429 CO RD F	10/01/2023	75.64		00/00	050-7530
WASTE CONNECTIONS OF NEBRASKA	1	Invoice	1515 FOREST AVE	10/01/2023	92.97		00/00	701-5330
WASTE CONNECTIONS OF NEBRASKA	1	Invoice	TUXEDO PARK	10/01/2023	233.14		00/00	521-7530
WASTE CONNECTIONS OF NEBRASKA	1	Invoice	PUBLIC WORKS	10/01/2023	42,355.03		00/00	001-4510
Total WASTE CONNECTIONS OF NEBRASKA (5360):					43,331.79			
WESCO RECEIVABLES CORP (5581)								
WESCO RECEIVABLES CORP	1	Invoice	BB-F***458W RED FLAGS	09/27/2023	505.25	1503	00/00	001-8040
WESCO RECEIVABLES CORP	1	Invoice	RUST 203038 INV SAFET	09/28/2023	322.50	1503	00/00	001-8040
Total WESCO RECEIVABLES CORP (5581):					827.75			
WILBER PLUMBING, HEATING & AIR (5589)								
WILBER PLUMBING, HEATING & AIR	1	Invoice	HEAT PUMP & AIR HAND	10/02/2023	8,665.00		00/00	531-6480
WILBER PLUMBING, HEATING & AIR	1	Invoice	LOBBY TOILET REPAIR	09/18/2023	155.54		00/00	201-5329
Total WILBER PLUMBING, HEATING & AIR (5589):					8,820.54			
WINDSTREAM (5465)								
WINDSTREAM	1	Invoice	PHONE-CITY HALL	10/04/2023	179.68		00/00	101-7530
WINDSTREAM	2	Invoice	PHONE-CITY HALL	10/04/2023	157.01		00/00	721-7530
WINDSTREAM	3	Invoice	PHONE-CITY HALL	10/04/2023	191.54		00/00	003-9660
WINDSTREAM	4	Invoice	PHONE-CITY HALL	10/04/2023	112.90		00/00	401-7530
WINDSTREAM	5	Invoice	PHONE-CITY HALL	10/04/2023	105.25		00/00	001-9660
WINDSTREAM	6	Invoice	PHONE-CITY HALL	10/04/2023	105.25		00/00	002-9660
WINDSTREAM	1	Invoice	PHONE-AIRPORT	10/04/2023	157.67		00/00	050-7530

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
WINDSTREAM	1	Invoice	PHONE-COMM CTR	10/04/2023	59.26		00/00	502-7530
WINDSTREAM	1	Invoice	PHONE-EMERG MGMT	10/04/2023	76.04		00/00	101-5490
WINDSTREAM	1	Invoice	PHONE-FIRE	10/04/2023	62.78		00/00	301-7530
WINDSTREAM	1	Invoice	PHONE NMPP	10/04/2023	93.87		00/00	001-9660
WINDSTREAM	1	Invoice	PHONE-POLICE	10/04/2023	809.41		00/00	201-5220
WINDSTREAM	1	Invoice	PHONE-SC911	10/06/2023	476.11		00/00	202-5220
Total WINDSTREAM (5465):					2,586.77			
Grand Totals:					506,946.91			

Report GL Period Summary

GL Period	Amount
00/00	447,051.78
10/23	59,895.13
Grand Totals:	506,946.91

Vendor number hash: 560523
 Vendor number hash - split: 897022
 Total number of invoices: 158
 Total number of transactions: 267

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	506,946.91	.00	506,946.91
Grand Totals:	506,946.91	.00	506,946.91

<u>Terms Description</u>	<u>Invoice Amount</u>	<u>Discount Amount</u>	<u>Net Invoice Amount</u>
--------------------------	-----------------------	------------------------	---------------------------

Report Criteria:

Vendor.Vendor number = 0-1059,1061-99999999



October 17, 2023

Steve Charleston
Nebraska Department of Economic Development
245 Fallbrook Blvd, Suite 002
Lincoln, NE 68521

RE: City of Crete – CDBG #20-DTR-002
Request for Contract Amendment

Dear Mr. Charleston:

At our meeting on October 17, 2023, the City Council approved to request a contract extension for this project and authorized my signature on extension documents. This amendment will extend the original contract end dates from November 4, 2023 to November 4, 2024.

The City of Crete respectfully requests your approval of a CDBG contract amendment to extend the contract end date to November 4, 2024 for the completion of the City's Downtown Revitalization project. This amendment will allow the city to continue to allow businesses time to finish their projects that were delayed due to the pandemic, limited supply of contractors and materials, rescinded applications, and additional unexpected barriers, such as legal issues with a contractor.

As Mayor of the City of Crete, Nebraska, I certify the following:

- This amendment request was approved at the Board meeting on October 17, 2023.
- The extension will allow the business owners and City to complete the final stages of the project.
- No additional matching funds or budget amendment are required for the proposed amendment.
- The proposed amendment does not include a new activity.

Please contact myself or Kelly Gentrup (kgentrup@sendd.org) with the Southeast Nebraska Development District (SEND) at (402) 475-2560 for additional information.

Thank you for your consideration of this request.

Sincerely,

David Bauer
Mayor

Enclosed: CDBG Contract Amendment Request Form; Implementation Schedule

CDBG CONTRACT AMENDMENT REQUEST FORM

This form must be completed and submitted to the Nebraska Department of Economic Development when making a contract amendment request. Complete the sections for each type of amendment requested. Along with this form, you are required to submit all attachments identified under the applicable amendment type.

CDBG Grant # _____ Grantee _____

DED Program Representative _____

By completing this form, I confirm that this project is current on all reporting requirements.	
Name, Organization _____	
Email _____	
Requesting Amendment # _____	Date of Last Project Status Report (PSR): _____

Extension of Contract End Date

Original Contract End Date _____
Current Contract End Date including any previously approved extensions _____
Proposed Contract End Date _____

Required Attachments

Attachment 1: Letter from the Chief Elected Official including:

1. Certification that the local governing body has approved the extension.
2. Identification and reasons for the proposed amendment, including:
 - a. Changes to the nature of the project requiring the amendment;
 - b. Steps implemented to avoid any future amendment requests for the same reasons.
3. Where additional local matching funds are required due to this extension, certification that such funds are available.

Attachment 2: Revised implementation schedule showing completion of major milestones for all activities.

Decrease in proposed accomplishments

Original Proposed Accomplishments _____ Amended Proposed Accomplishments _____

Required Attachments

Attachment 1: A letter from the Chief Elected Official including:

1. Certification that the local governing body has approved the decrease in proposed accomplishments;
2. Identification and reasons for the proposed amendment; including
 - a. Changes to the nature of the project requiring the amendment;
 - b. Steps implemented to avoid any future amendment requests for the same reasons.
3. If additional local matching funds are required due to this decrease, certification that such funds are available.

Attachment 2: Revised implementation schedule showing completion of major milestones for all activities.

Amendment to Housing Program Guidelines

Required Attachments

Attachment 1: Letter from the Chief Elected Official including:

1. Certification that the local governing body has approved the amendment to the housing program guidelines;
2. Identification and reasons for the proposed amendment;
3. If additional local matching funds are required due to this amendment, certification that such funds are available.

Attachment 2: If the housing program guidelines amendment will affect major milestones, a revised implementation schedule showing completion of major milestones for all activities.

Attachment 3: A complete copy of the proposed revised housing program guidelines.

Budget/Sources and Uses Amendment

Original Contract Budget Approved

Activity Name	Activity Number	CDBG Funds	Other Funds	Total Funds
Total				

Proposed Budget After Amendment

Activity Name	Activity Number	CDBG Funds	Other Funds	Total Funds
Total				

Required Attachments

Attachment 1: Letter from the Chief Elected Official including:

1. Certification that the local governing body has approved the budget amendment;
2. Identification and reasons for the proposed budget amendment; including
 - a. Changes to the nature of the project requiring the amendment;
 - b. Steps implemented to avoid any future amendment requests for the same reasons.
3. If additional local matching funds are required due to this amendment, certification that such funds are available.
4. If the amendment includes a new activity, certification that the activity meets the national objective.

Attachment 2: Minutes from the public hearing held on the proposed amendment (required if reallocating more than 10% of the total original grant amount).

Attachment 3: If the budget amendment will affect major milestones, a revised implementation schedule showing completion of major milestones for all activities.

Attachment 4: Certification of re-evaluation of the environmental assessment (this form is included in the CDBG Administration Manual Chapter 6 – Environmental Review).

FOR DED USE ONLY			
Program Representative Recommendation: <input type="checkbox"/> approve <input type="checkbox"/> deny <input type="checkbox"/> consultation	Initials	Date	
	Signature		
Date amendment request received	Printed Name/Title		
<input type="checkbox"/> approved <input type="checkbox"/> denied	Date		

Crete, NE 20DTR002 Downtown Revitalization Project Implementation Schedule

General Administration: \$35,000.00

Activity	Time of Performance
Obtain Contract with SENDD	Quarter 1
Environmental Review & ROF	Quarter 1
Grant/Project Administration	Quarter 1 – 16
Market Program	Quarter 3 - 14
Prepare Reports	Quarter 2, 4, 6, 8, 10, 12 and 14
Review Apps	Quarter 3 - 6
Construction Oversight	Quarter 6 - 14
Close & Marketing	Quarter 14 - 16

Construction Management: \$10,000.00

Activity	Time of Performance
Davis Bacon Compliance	Quarter 6 – 14
Pre-Construction Conferences	Quarter 6 – 14
Conduct Employee Interviews	Quarter 6 – 14
Review Weekly Payrolls	Quarter 6 – 14
Prepare Final Wage Report	Quarter 14 – 16

Commercial Rehabilitation: \$400,000.00

Activity	Time of Performance
SHPO & Tier II reviews (as needed)	Quarter 6 – 14
Plans & Specs (when needed)	n/a
Award Construction Contracts	Quarter 6 – 14
Construction	Quarter 6 – 14

Recap of Project Progress

Business	CDBG	Expended	Match	Remaining
Paraiso – 1246 Main Ave	\$27,994.40	\$27,994.40	\$5,923.50	\$0.00
Allen Agency – 1140 Main Ave	\$8,682.27	\$8,682.27	\$2,223.54	\$0.00
Elle's on Main Street – 1103 Main Ave	\$34,000.00	\$34,000.00	\$14,572.11	\$0.00
Scott Skala – 1334 Main Ave	\$10,200.00	\$10,200.00	\$3,796.00	\$0.00
Ken Marvin – 1302 Linden Ave	\$20,000.00	\$20,000.00	\$22,450.67	\$0.00
Edward Jones – 1132 Main Ave	\$9,000.00	\$9,000.00	\$4,737.64	\$0.00
Jaime Castanada – 1229 Main Ave	\$29,666.40	\$29,666.40	\$7,416.60	\$0.00
New Beginnings – 1302 Main Ave	\$48,000.00	\$48,000.00	\$13,137.91	\$0.00
Ideal Nutrition – 120 E 13 th St	\$9,228.12	\$9,228.12	\$2,692.11	\$0.00
Studio C – 1318 Main Ave	\$9,148.93	\$9,148.93	\$2,307.04	\$0.00
Moser Accounting – 1314-1316 Main Ave	\$37,647.11	\$37,647.11	\$9,411.79	\$0.00
Jack Cochnar – 142 W 13 th st	\$47,616.00	\$0.00	\$0.00	\$47,616.00
Hanson, Hroch, and Kuntz – 1331 Main Ave	\$9,000.00	\$0.00	\$0.00	\$9,000.00
Rosa Ortega – 119 E 13 th St	\$12,000.00	\$0.00	\$0.00	\$12,000.00
Sarrah Gilpin – 125 W 13 th St	\$50,000.00	\$0.00	\$0.00	\$50,000.00
Shear Designs – 136 E 13 th St	\$13,000.00	\$0.00	\$0.00	\$13,000.00
Angie Diaz – 1202 Main Ave	\$50,000.00	n/a	n/a	n/a
Melvin Krupicka – 1228 Main Ave	\$20,000.00	n/a	n/a	n/a
Howard Doty – 130 E 13 th St	\$10,000.00	n/a	n/a	n/a
Havana Meats – 1114 Main Ave	\$29,000.00	n/a	n/a	n/a
Total	\$375,183.23	\$243,567.23	\$88,668.91	\$131,616.00

Projects Completed & Reimbursed: 10

Projects under Construction to be completed by year end: 3

Projects Completed but not reimbursed: 2

Projects experiencing delays due to contractor availability: 2

Projects with a rescinded application: 4

CDBG Award: \$400,000.00

CDBG Funds Expended to Date: \$243,567.23

CDBG Funds Allocated: \$375,183.23

Match Funds Expended: \$88,668.91

CDBG Funds Remaining from Allocated Projects: \$131,616.00

CDBG Funds Unallocated: \$24,816.77

Total Funds Remaining: \$156,432.77

Applications Pending: 1

RESOLUTION NO. 2023-20

RESOLUTION ACCEPTING THE WORK IN STREET IMPROVEMENT PROJECTS NOS. 2021-1, 2, 3, 4 and 5; ESTABLISHING A TIME AND PLACE FOR THE HEARING ON SPECIAL ASSESSMENTS IN SUCH DISTRICTS; AND RELATED MATTERS

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

Section 1. The Mayor and Council (the “**Council**”) of the City of Crete, Nebraska (the “**City**”) hereby find and determine as follows:

(a) Street Improvement Project Nos. 2021-1, 2, 3, 4 and 5 (collectively, the “**Projects**”) of the City have been duly created and the City has contracted for the construction of certain improvements therein (the “**Improvements**”).

(b) JEO Consulting, in Wahoo, Nebraska, special engineers, have filed with the Clerk its Certificate that the construction of the Improvements in each District have been completed in accordance with the plans and specifications for such work, and that it recommends that the work completed be accepted and approved by the Mayor and Council.

Section 2. The Improvements have been completed and are hereby accepted by the Mayor and Council.

Section 3. The cost of constructing the Improvements in the Projects is as follows:

<u>STREET IMPROVEMENT PROJECT NO.</u>	<u>GENERAL BENEFIT, STORM SEWERS & INTERSECTIONS</u>	<u>SPECIAL BENEFIT</u>	<u>TOTAL</u>
2021-1	\$86,549.00	\$90,973.12	\$177,522.12
2021-2	\$163,535.56	\$85,327.76	\$248,863.32
2021-3	\$101,542.53	\$89,111.96	\$190,654.49
2021-4	\$92,159.03	\$102,001.44	\$194,160.47
2021-5	\$104,464.82	\$93,540.48	\$198,005.30
TOTAL	\$548,250.94	\$460,954.76	\$1,009,205.70

Section 4. The Mayor and Council shall hold a meeting at the City Hall in the City on the 7th day of November, 2023 at 6:00 p.m. for the purpose of sitting as a Board of Equalization and Assessment to equalize and levy special assessments on the lots and parcels of land abutting on or adjacent to the street improved in and the land included within the limits of said Projects. Notice of the time of holding such meeting and the purpose for which it is held shall be published in the Crete News, a legal newspaper of general circulation in the City, once each week for at least two weeks before the date of such meeting. The Clerk is directed to cause said notice to be published as provided by statute. The Clerk is also directed to mail a copy of said notice to all interested parties as required by law.

Section 5. The special engineer is directed to prepare and file with the Clerk within ten days from the date of adoption of this Resolution a map of the property in the District and a tentative schedule of assessments in the District which shall be open for public inspection, upon request, at the office of the Clerk.

Approved this 17th day of October, 2023.

CITY OF CRETE, NEBRASKA

ATTEST:

By: _____
Mayor

By: _____
Clerk

Report Criteria:

Vendor.Vendor number = 1060

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
CRETE ACE HARDWARE (1060)								
CRETE ACE HARDWARE	1	Invoice	ENTRY KNOB	08/31/2023	28.79		00/00	050-5330
CRETE ACE HARDWARE	1	Invoice	BATTERY 9V	09/05/2023	7.19		00/00	050-5330
CRETE ACE HARDWARE	1	Invoice	TAPE MEASURE	09/08/2023	17.09		00/00	050-5330
CRETE ACE HARDWARE	1	Invoice	BLDG/GRND MAINT	09/19/2023	48.36		00/00	050-5330
CRETE ACE HARDWARE	1	Invoice	CABINET LOCKS	09/21/2023	31.46		00/00	503-5330
CRETE ACE HARDWARE	1	Invoice	CHLORINE TANK REPAIR	08/31/2023	7.70		00/00	002-7091
CRETE ACE HARDWARE	1	Invoice	CREDIT INVOICE	08/31/2023	5.80-		00/00	002-7091
CRETE ACE HARDWARE	1	Invoice	MISC. SUPPLIES	09/05/2023	16.44		00/00	001-8500
CRETE ACE HARDWARE	1	Invoice	CREDIT INVOICE	09/05/2023	1.94-		00/00	001-8500
CRETE ACE HARDWARE	1	Invoice	CHLORINE TANK REPAIR	09/06/2023	3.86		00/00	002-7091
CRETE ACE HARDWARE	1	Invoice	MISC. SUPPLIES	09/07/2023	17.74		00/00	002-7091
CRETE ACE HARDWARE	1	Invoice	BATTERY D 12PK	09/07/2023	19.34		00/00	001-8500
CRETE ACE HARDWARE	1	Invoice	MENDER HOSE	09/08/2023	5.01		00/00	002-7091
CRETE ACE HARDWARE	1	Invoice	BATTERY AA 16 PK	09/08/2023	19.34		00/00	002-8500
CRETE ACE HARDWARE	1	Invoice	CURB STOP RAISE	09/12/2023	11.20		00/00	002-8122
CRETE ACE HARDWARE	1	Invoice	HTH ALG GUARD 1 GAL	09/18/2023	19.34		00/00	002-8500
CRETE ACE HARDWARE	1	Invoice	DISPOSABLE GLOVES	09/22/2023	38.68		00/00	002-8230
CRETE ACE HARDWARE	1	Invoice	SOCKET SET	09/22/2023	36.75		00/00	002-8500
CRETE ACE HARDWARE	1	Invoice	COUPLE FLEX 4X4	09/25/2023	12.56		00/00	002-8021
CRETE ACE HARDWARE	1	Invoice	CLAMP 3/4 TO 1-3/4	09/26/2023	5.79		00/00	002-8021
CRETE ACE HARDWARE	1	Invoice	WATER TREAT PLANT RE	09/26/2023	10.61		00/00	002-7091
CRETE ACE HARDWARE	1	Invoice	MARKING PAINT	09/26/2023	9.66		00/00	101-5452
CRETE ACE HARDWARE	1	Invoice	STOP BOX EXTENSION	09/27/2023	21.06		00/00	002-8021
CRETE ACE HARDWARE	1	Invoice	MALLET/RATCH MULTBIT	09/27/2023	29.00		00/00	601-8500
CRETE ACE HARDWARE	1	Invoice	MARKING WAND PRO	09/28/2023	30.95		00/00	001-8040
CRETE ACE HARDWARE	1	Invoice	HOSE BIB REPLACEMEN	09/29/2023	29.38		00/00	601-8500
CRETE ACE HARDWARE	1	Invoice	SEAFOAM	09/01/2023	48.82		00/00	601-5791
CRETE ACE HARDWARE	1	Invoice	CREDIT INVOICE	09/07/2023	24.00-		00/00	601-5791
CRETE ACE HARDWARE	1	Invoice	GRIT CHAMBER MAINT	09/05/2023	9.36		00/00	003-7201
CRETE ACE HARDWARE	1	Invoice	ECHO SPEED FEED	09/06/2023	38.99		00/00	003-7220
CRETE ACE HARDWARE	1	Invoice	WASP SPRAY	09/06/2023	3.50		00/00	601-5330
CRETE ACE HARDWARE	2	Invoice	NUTS/BOLTS/WEEDEATE	09/06/2023	41.87		00/00	601-5791
CRETE ACE HARDWARE	3	Invoice	TWO CYCLE OIL	09/06/2023	26.99		00/00	601-5801
CRETE ACE HARDWARE	1	Invoice	PAINT CLEANING SUPPLI	09/11/2023	14.88		00/00	401-6010
CRETE ACE HARDWARE	2	Invoice	CAUTION TAPE	09/11/2023	12.87		00/00	401-6020
CRETE ACE HARDWARE	1	Invoice	PIPE SEAL	09/14/2023	9.19		00/00	701-5330
CRETE ACE HARDWARE	2	Invoice	JANITORIAL SUPPLIES	09/14/2023	7.35		00/00	401-5541

Name	Seq	Type	Description	Invoice Date	Total Cost	PO Number	Period	GL Account
CRETE ACE HARDWARE	1	Invoice	GORILLA TAPE	09/14/2023	11.03		00/00	501-6020
CRETE ACE HARDWARE	2	Invoice	CLEANING SUPPLIES	09/14/2023	12.86		00/00	501-5541
CRETE ACE HARDWARE	1	Invoice	SANITARY LID LIFT	09/18/2023	18.36		00/00	401-5880
CRETE ACE HARDWARE	2	Invoice	WASP SPRAY	09/18/2023	7.00		00/00	401-6020
CRETE ACE HARDWARE	1	Invoice	FLAP DISC / WEED EATE	09/20/2023	47.12		00/00	601-5791
CRETE ACE HARDWARE	1	Invoice	WEEDEATER STRING &	09/21/2023	74.97		00/00	521-5332
CRETE ACE HARDWARE	1	Invoice	ORING - SINK	09/25/2023	.99		00/00	503-5330
CRETE ACE HARDWARE	2	Invoice	CLEANING SUPPLIES	09/25/2023	32.64		00/00	503-5541
CRETE ACE HARDWARE	1	Invoice	SAWSALL BLADES	09/25/2023	27.59		00/00	401-6020
CRETE ACE HARDWARE	1	Invoice	CAPS / COUPLER / PVC	09/26/2023	15.04		00/00	501-5330
CRETE ACE HARDWARE	1	Invoice	SPRINKLER REPAIR	09/26/2023	7.89		00/00	501-5330
CRETE ACE HARDWARE	1	Invoice	CONCRETE	09/27/2023	24.81		00/00	401-5880
CRETE ACE HARDWARE	1	Invoice	TOOLS/EQUIP - GARDENI	09/27/2023	52.01		00/00	521-5310
CRETE ACE HARDWARE	1	Invoice	BLDG/GRND MAINT	09/11/2023	7.00		00/00	301-5330
CRETE ACE HARDWARE	1	Invoice	BLDG/GRND MAINT	09/14/2023	233.99		00/00	301-5330
CRETE ACE HARDWARE	1	Invoice	BLDG/GRND MAINT	09/26/2023	35.98		00/00	301-5330
Total CRETE ACE HARDWARE (1060):					1,268.66			
Grand Totals:					1,268.66			

Report GL Period Summary

GL Period	Amount
00/00	1,268.66
Grand Totals:	1,268.66

Vendor number hash: 48760
 Vendor number hash - split: 56180
 Total number of invoices: 46
 Total number of transactions: 53

<u>Terms Description</u>	<u>Invoice Amount</u>	<u>Discount Amount</u>	<u>Net Invoice Amount</u>
Open Terms	1,268.66	.00	1,268.66
Grand Totals:	<u>1,268.66</u>	<u>.00</u>	<u>1,268.66</u>

Report Criteria:
Vendor.Vendor number = 1060

MINUTES
ANNUAL MEMBERS' MEETING
OF THE LEAGUE ASSOCIATION OF RISK MANAGEMENT
Cornhusker Marriott Hotel – Grand Ballroom B & C
333 South 13th Street, Lincoln NE
Wednesday, September 27, 2023, at 11:00 a.m. CT/10:00 a.m. MT

The Annual Members' Meeting of LARM was held September 27, 2023, at 11:00 a.m. CT/10:00 a.m. MT at the Cornhusker Marriott Hotel in Lincoln. This meeting was held in conjunction with the League of Nebraska Municipalities Annual Conference.

On September 20, 2023, notice of this meeting with the agenda and other materials were sent to all LARM members and the LARM Board. Notice of this meeting with the agenda and other materials was available for public inspection at 1335 L Street, in Lincoln, Nebraska, and posted with the following links kept continually current: an electronic copy of the agenda, all documents being considered at the meeting, and a link to the current Open Meetings Act on LARM's website- larmpool.org.

(AGENDA ITEM #1) Call meeting to order. LARM Board Chair Lanette Doane, Village of Ansley, called the meeting to order.

Roll call:

Present (14):

Village of Ansley, Lanette Doane

City of Crete, Tom Ourada

City of Fremont, Mayor Joey Spellerberg

City of Gibbon, Mayor Deb VanMatre

Guide Rock Fire District, Sandra Schendt

City of Nelson, Sandra Schendt

Nelson Rural Fire District, Sandra Schendt

City of North Platte, Layne Groseth

City of Ralston, Mayor Don Groesser

SID #29 – Sarpy County, Pamela Buethe

City of St. Paul, Connie Jo Beck

St. Paul Fire Department, Connie Jo Beck

City of Wahoo, Melissa Harrell

Not present (196):

City of Ainsworth	Village of Cook	Village of Hendley
Village of Alda	Village of Cotesfield	Village of Henry
Village of Allen	City of Curtis	Village of Herman
Village of Anselmo	Village of Dalton	Village of Hershey
City of Arapahoe	Village of Danbury	City of Hickman
Village of Arcadia	Village of Dannebrog	Village of Holbrook
Village of Arlington	City of David City	City of Holdrege
Village of Ashton	Village of DeWeese	Village of Hoskins
City of Atkinson	Village of Dorchester,	Hoskins RFD
City of Auburn	Dorchester VFD	Village of Howells
Auburn Board of Public	Village of Dunbar	City of Humboldt
Works	City of Edgar	Humboldt Fire & RFD
Village of Bancroft	Village of Edison	City of Imperial
City of Bassett	Village of Elba	City of Indianola,
City of Bayard	Village of Elm Creek	Indianola RFD &
City of Beaver City	Village of Elsie	VFD
Village of Beaver	Village of Elyria	Village of Inglewood
Crossing	Village of Emerson	Village of Jansen
Village of Benedict	Village of Eustis	Village of Johnstown
City of Benkelman	Fairfield Rural Fire	Village of Julian
Village of Berwyn	Protection District	KBR Solid Waste
City of Blair	Village of Farwell	Committee
Village of Broadwater	Village of Farnam	Village of Lawrence
Village of Brock	Village of Firth	Village of Lebanon
Village of Brownville	City of Franklin	Village of Leigh
Village of Brule	Village of Funk	Village of Lewellen
Village of Burr	City of Genoa	Village of Litchfield
City of Burwell	City of Gering	Village of Lodgepole
Village of Butte	Village of Glenvil	Village of Long Pine
Village of Callaway	City of Gothenburg	City of Louisville
Village of Cedar Bluffs	Village of Greeley	Loup Central Landfill
Village of Cedar Creek	Village of Guide Rock	Lower Republican NRD
Central Rural Fire	Village of Gurley	Village of Lyman
Protection District	Village of Haigler	Madison County RTSD
City of Chadron	Village of Halsey	Village of Malcolm
Village of Chester	City of Harvard &	Village of Malmo
City of Clarkson	Harvard RFD	Village of Manley
City of Clay Center	Village of Hazard	Village of Marquette
City of Columbus	Village of Hemingford	Village of Martinsburg
Village of Comstock	City of Henderson	Village of Mason City

Village of Maxwell
Village of McGrew
Village of Meadow Grove
Village of Merna
Village of Miller
City of Minatare
Village of Monroe
Village of Moorefield
Village of Morrill
Village of Mullen
Village of Murray
City of Neligh
Village of Nenzel
Village of Newcastle
City of Norfolk
Village of North Loup
Northeast Nebraska Economic Development District
Northeast Nebraska Solid Waste Coalition
City of Oakland
Village of Oconto
Village of Ohiowa
Village of Orleans
City of Oshkosh
Village of Otoe
Village of Oxford
Oxford Rural Fire Protection District
City of Pawnee City
Village of Paxton
Village of Pilger

Village of Platte Center
City of Randolph
Village of Roca
SID #1 - Butler County
SID #6 - Dodge County
SID #7 - Platte County
SID #23 - Sarpy County
SID #65 - Sarpy County
SID #79 - Sarpy County
SID#158 - Sarpy County
SID #237 - Sarpy County
SID #274 - Sarpy County
SID #299 - Sarpy County
SID #331 - Sarpy County
SID #333 - Sarpy County
SID #341 - Sarpy County
SID # 358 - Sarpy County
SID #367 - Sarpy County
SID #368 - Sarpy County
City of Sargent
Sargent RFD
Village of Scotia
City of Scottsbluff
Sheep Creek & Farmers RFD
Village of Shelton

Village of Shickley
Village of Silver Creek
Solid Waste Agency of Northwest Nebraska (SWANN)
Springbank Township
Village of Stamford
Village of Stapleton
Village of Steele City
Village of Stratton
Village of Stuart
Village of Sumner
Village of Sutherland
City of Syracuse
Village of Table Rock
Village of Taylor
City of Terrytown
City of Trenton
Village of Uehling
Village of Union
Village of Utica
City of Valentine
City of Valley
Victoria Township
Village of Walthill
Village of Wausa
Village of Wilcox
Village of Winnebago
City of Wisner
Village of Wolbach
Village of Wood Lake
City of Wymore

The following also attended the meeting: **LARM Staff** – Dave Bos, Tracy Juranek, James Kelley, Diane Becker, Drew Cook, Kyla Brockevelt, Fred Wiebelhaus, Ethan Nguyen, and Clint Simmons; **Sedgwick** – Chris Cadwell, Mark Weaver **Cline Williams** – Trent Sidders; **LONM Staff** – Shirley Riley, and **LARM Administrator** – L. Lynn Rex.

After roll call was taken, Chair Lanette Doane indicate that on September 20, 2023, notice of this meeting with the agenda and other materials were sent to all LARM members and the LARM Board. Notice of this meeting with the agenda and other materials were available for public inspection at 1335 L Street, in Lincoln, Nebraska, and posted with the following links kept continually current: an electronic copy of the agenda and all documents being considered at the meeting, with a link to the current

version of the Open Meetings Act on LARM’s website – larmpool.org. She informed the public about the location of the Open Meetings Act which is posted and accessible to members of the public and at larmpool.org along with at least one copy of all reproducible written material to be discussed at this meeting.

The Pledge of Allegiance to the Flag of the United States of America was recited. Chair Lanette Doane stated that pursuant to the Open Meetings Act, the LARM Board Chair reserves the right to limit comments on agenda items. In accordance with the Open Meetings Act, there is no time limit on comments made by members of the LARM Board of Directors.

At 11:06 a.m. **City of Gering**, Pat Heath joined the meeting as a voting member.

(AGENDA ITEM #2) Consider a motion to approve the Minutes of the Annual Members Meeting of the League Association of Risk Management (LARM) held on September 14, 2022. Connie Jo Beck of the City of St. Paul moved, seconded by Pam Buethe of the SID #29 to approve the Minutes of the Annual Members Meeting of the League Association of Risk Management (LARM) held on September 14, 2022. Chair Lanette Doane asked if there was any discussion; there was none.

Roll call vote.

Ayes (15):

Village of Ansley, City of Crete, City of Fremont, City of Gering, City of Gibbon, Guide Rock Fire District, City of Nelson, Nelson Rural Fire District, City of North Platte, City of Ralston, SID #29, City of St. Paul, St. Paul Fire Department, City of Wahoo, and City of Waverly

Nays (0)

Abstentions (0):

Not present (195):

City of Ainsworth
Village of Alda
Village of Allen
Village of Anselmo
City of Arapahoe
Village of Arcadia
Village of Arlington
Village of Ashton
City of Atkinson
City of Auburn
Auburn Board of Public
Works
Village of Bancroft

City of Bassett
City of Bayard
City of Beaver City
Village of Beaver
Crossing
Village of Benedict
City of Benkelman
Village of Berwyn
City of Blair
Village of Broadwater
Village of Brock
Village of Brownville
Village of Brule

Village of Burr
City of Burwell
Village of Butte
Village of Callaway
Village of Cedar Bluffs
Village of Cedar Creek
Central Rural Fire
Protection District
City of Chadron
Village of Chester
City of Clarkson
City of Clay Center
City of Columbus

Village of Comstock
Village of Cook
Village of Cotesfield
City of Curtis
Village of Dalton
Village of Danbury
Village of Dannebrog
City of David City
Village of DeWeese
Village of Dorchester,
Dorchester VFD
Village of Dunbar
City of Edgar
Village of Edison
Village of Elba
Village of Elm Creek
Village of Elsie
Village of Elyria
Village of Emerson
Village of Eustis
Fairfield Rural Fire
Protection District
Village of Farwell
Village of Farnam
Village of Firth
City of Franklin
Village of Funk
City of Genoa
Village of Glenvil
City of Gothenburg
Village of Greeley
Village of Guide Rock
Village of Gurley
Village of Haigler
Village of Halsey
City of Harvard &
Harvard RFD
Village of Hazard
Village of Hemingford
City of Henderson
Village of Hendley
Village of Henry
Village of Herman
Village of Hershey
City of Hickman
Village of Holbrook

City of Holdrege
Village of Hoskins
Hoskins RFD
Village of Howells
City of Humboldt
Humboldt Fire & RFD
City of Imperial
City of Indianola,
Indianola RFD &
VFD
Village of Inglewood
Village of Jansen
Village of Johnstown
Village of Julian
KBR Solid Waste
Committee
Village of Lawrence
Village of Lebanon
Village of Leigh
Village of Lewellen
Village of Litchfield
Village of Lodgepole
Village of Long Pine
City of Louisville
Loup Central Landfill
Lower Republican NRD
Village of Lyman
Madison County RTSD
Village of Malcolm
Village of Malmö
Village of Manley
Village of Marquette
Village of Martinsburg
Village of Mason City
Village of Maxwell
Village of McGrew
Village of Meadow
Grove
Village of Merna
Village of Miller
City of Minatare
Village of Monroe
Village of Moorefield
Village of Morrill
Village of Mullen
Village of Murray

City of Neligh
Village of Nenzel
Village of Newcastle
City of Norfolk
Village of North Loup
Northeast Nebraska
Economic
Development District
Northeast Nebraska
Solid Waste
Coalition
City of Oakland
Village of Oconto
Village of Ohioa
Village of Orleans
City of Oshkosh
Village of Otoe
Village of Oxford
Oxford Rural Fire
Protection District
City of Pawnee City
Village of Paxton
Village of Pilger
Village of Platte Center
City of Randolph
Village of Roca
SID #1 - Butler County
SID #6 - Dodge County
SID #7 - Platte County
SID #23 - Sarpy County
SID #65 - Sarpy County
SID #79 - Sarpy County
SID#158 - Sarpy County
SID #237 - Sarpy
County
SID #274 - Sarpy
County
SID #299 - Sarpy
County
SID #331 - Sarpy
County
SID #333 - Sarpy
County
SID #341 - Sarpy
County

SID # 358 - Sarpy County	Solid Waste Agency of Northwest Nebraska (SWANN)	City of Trenton
SID #367 - Sarpy County	Springbank Township	Village of Uehling
SID #368 - Sarpy County	Village of Stamford	Village of Union
City of Sargent	Village of Stapleton	Village of Utica
Sargent RFD	Village of Steele City	City of Valentine
Village of Scotia	Village of Stratton	City of Valley
City of Scottsbluff	Village of Stuart	Victoria Township
Sheep Creek & Farmers RFD	Village of Sumner	Village of Walthill
Village of Shelton	Village of Sutherland	Village of Wausa
Village of Shickley	City of Syracuse	Village of Wilcox
Village of Silver Creek	Village of Table Rock	Village of Winnebago
	Village of Taylor	City of Wisner
	City of Terrytown	Village of Wolbach
		Village of Wood Lake
		City of Wymore

Motion carried: 15 ayes, 0 nays, 1 abstention, and 195 not present

(AGENDA ITEM #3) Consider a motion to accept the recommendations of the Nominating Committee and elect the slate of nominees to the LARM Board of Directors.

a. Pursuant to Article I, Section 2 of LARM's Bylaws and Section 8.1.4.1 of LARM's Interlocal Agreement, the Nominating Committee of the LARM Board of Directors has recommended a slate of five candidates (listed below) to serve a three-year term.

Raquel Felzien, Clerk/Treasurer of the City of Franklin (appointed at the 2-28-2023 LARM Board meeting to replace Doug Hanson, Mayor of Hickman)

Don Groesser, Mayor of the City of Ralston (appointed at the 10-22-2020 LARM Board meeting to replace Jim Hawks, City Administrator of the City of North Platte)

James Bulkley, Mayor of the City of Columbus

M. Layne Groseth, City Administrator of the City of North Platte

Danielle (Dana) Klabenes, Clerk/Treasurer of the City of Neligh

b. Pursuant to Article I, Section 2.1 of LARM's Bylaws and Section 8.1.4.1 of LARM's Interlocal Agreement, additional nominations shall be requested from participating members at the meeting.

Chair Lanette Doane asked if there were any additional nominations from participating members; there were none. Sandra Schendt of the City of Nelson moved, seconded by Mayor Deb VanMatre of the City of Gibbon to elect the slate of nominees recommended by LARM's Nominating Committee.

Roll call vote.

Ayes (14):

Village of Ansley, City of Crete, City of Fremont, City of Gering, City of Gibbon, Guide Rock Fire District, City of Nelson, Nelson Rural Fire District, City of Ralston, SID #29, City of St. Paul, St. Paul Fire Department, City of Wahoo, and City of Waverly.

Nays (0)

Abstentions (1)

City of North Platte

Not Present (195):

- | | | |
|-------------------------|------------------------|-----------------------|
| City of Ainsworth | Central Rural Fire | City of Franklin |
| Village of Alda | Protection District | Village of Funk |
| Village of Allen | City of Chadron | City of Genoa |
| Village of Anselmo | Village of Chester | Village of Glenvil |
| City of Arapahoe | City of Clarkson | City of Gothenburg |
| Village of Arcadia | City of Clay Center | Village of Greeley |
| Village of Arlington | City of Columbus | Village of Guide Rock |
| Village of Ashton | Village of Comstock | Village of Gurley |
| City of Atkinson | Village of Cook | Village of Haigler |
| City of Auburn | Village of Cotesfield | Village of Halsey |
| Auburn Board of Public | City of Curtis | City of Harvard & |
| Works | Village of Dalton | Harvard RFD |
| Village of Bancroft | Village of Danbury | Village of Hazard |
| City of Bassett | Village of Dannebrog | Village of Hemingford |
| City of Bayard | City of David City | City of Henderson |
| City of Beaver City | Village of DeWeese | Village of Hendley |
| Village of Beaver | Village of Dorchester, | Village of Henry |
| Crossing | Dorchester VFD | Village of Herman |
| Village of Benedict | Village of Dunbar | Village of Hershey |
| City of Benkelman | City of Edgar | City of Hickman |
| Village of Berwyn | Village of Edison | Village of Holbrook |
| City of Blair | Village of Elba | City of Holdrege |
| Village of Broadwater | Village of Elm Creek | Village of Hoskins |
| Village of Brock | Village of Elsie | Hoskins RFD |
| Village of Brownville | Village of Elyria | Village of Howells |
| Village of Brule | Village of Emerson | City of Humboldt |
| Village of Burr | Village of Eustis | Humboldt Fire & RFD |
| City of Burwell | Fairfield Rural Fire | City of Imperial |
| Village of Butte | Protection District | City of Indianola, |
| Village of Callaway | Village of Farwell | Indianola RFD & |
| Village of Cedar Bluffs | Village of Farnam | VFD |
| Village of Cedar Creek | Village of Firth | Village of Inglewood |

Village of Jansen
Village of Johnstown
Village of Julian
KBR Solid Waste
Committee
Village of Lawrence
Village of Lebanon
Village of Leigh
Village of Lewellen
Village of Litchfield
Village of Lodgepole
Village of Long Pine
City of Louisville
Loup Central Landfill
Lower Republican NRD
Village of Lyman
Madison County RTSD
Village of Malcolm
Village of Malmo
Village of Manley
Village of Marquette
Village of Martinsburg
Village of Mason City
Village of Maxwell
Village of McGrew
Village of Meadow
Grove
Village of Merna
Village of Miller
City of Minatare
Village of Monroe
Village of Moorefield
Village of Morrill
Village of Mullen
Village of Murray
City of Neligh
Village of Nenzel
Village of Newcastle
City of Norfolk
Village of North Loup
Northeast Nebraska
Economic
Development District

Northeast Nebraska
Solid Waste
Coalition
City of Oakland
Village of Oconto
Village of Ohioa
Village of Orleans
City of Oshkosh
Village of Otoe
Village of Oxford
Oxford Rural Fire
Protection District
City of Pawnee City
Village of Paxton
Village of Pilger
Village of Platte Center
City of Randolph
Village of Roca
SID #1 - Butler County
SID #6 - Dodge County
SID #7 - Platte County
SID #23 - Sarpy County
SID #65 - Sarpy County
SID #79 - Sarpy County
SID#158 - Sarpy County
SID #237 - Sarpy
County
SID #274 - Sarpy
County
SID #299 - Sarpy
County
SID #331 - Sarpy
County
SID #333 - Sarpy
County
SID #341 - Sarpy
County
SID # 358 - Sarpy
County
SID #367 - Sarpy
County
SID #368 - Sarpy
County

City of Sargent
Sargent RFD
Village of Scotia
City of Scottsbluff
Sheep Creek & Farmers
RFD
Village of Shelton
Village of Shickley
Village of Silver Creek
Solid Waste Agency of
Northwest Nebraska
(SWANN)
Springbank Township
Village of Stamford
Village of Stapleton
Village of Steele City
Village of Stratton
Village of Stuart
Village of Sumner
Village of Sutherland
City of Syracuse
Village of Table Rock
Village of Taylor
City of Terrytown
City of Trenton
Village of Uehling
Village of Union
Village of Utica
City of Valentine
City of Valley
Victoria Township
Village of Walthill
Village of Wausa
Village of Wilcox
Village of Winnebago
City of Wisner
Village of Wolbach
Village of Wood Lake
City of Wymore

Motion carried: 14 ayes, 0 nays, 1 abstention and 195 not present.

(AGENDA ITEM #4) Consider a motion to accept a report on LARM's Annual Audited Financial Statement and Actuarial Opinion. (The report was presented by Jeremy Fox, CPA, Thomas, Kunc and Black, LARM's Auditor and Mark Weaver, Vice-President, Finance, Sedgwick.) Mayor Don Groesser of the City of Ralston moved, seconded by Melissa Harrell of the City of Wahoo to accept the report on LARM's Annual Audited Financial Statement and Actuarial Opinion. Chair Lanette Doane asked if there was any discussion, there was none.

Roll call vote.

Ayes (15): Village of Ansley, City of Crete, City of Fremont, City of Gering, City of Gibbon, Guide Rock Fire District, City of Nelson, Nelson Rural Fire District, City of North Platte, City of Ralston, SID #29, City of St. Paul, St. Paul Fire Department, City of Wahoo, and City of Waverly

Nays (0)

Abstentions (0)

Not Present (195):

City of Ainsworth	Village of Brownville	Village of Dorchester,
Village of Alda	Village of Brule	Dorchester VFD
Village of Allen	Village of Burr	Village of Dunbar
Village of Anselmo	City of Burwell	City of Edgar
City of Arapahoe	Village of Butte	Village of Edison
Village of Arcadia	Village of Callaway	Village of Elba
Village of Arlington	Village of Cedar Bluffs	Village of Elm Creek
Village of Ashton	Village of Cedar Creek	Village of Elsie
City of Atkinson	Central Rural Fire	Village of Elyria
City of Auburn	Protection District	Village of Emerson
Auburn Board of Public	City of Chadron	Village of Eustis
Works	Village of Chester	Fairfield Rural Fire
Village of Bancroft	City of Clarkson	Protection District
City of Bassett	City of Clay Center	Village of Farwell
City of Bayard	City of Columbus	Village of Farnam
City of Beaver City	Village of Comstock	Village of Firth
Village of Beaver	Village of Cook	City of Franklin
Crossing	Village of Cotesfield	Village of Funk
Village of Benedict	City of Curtis	City of Genoa
City of Benkelman	Village of Dalton	Village of Glenvil
Village of Berwyn	Village of Danbury	City of Gothenburg
City of Blair	Village of Dannebrog	Village of Greeley
Village of Broadwater	City of David City	Village of Guide Rock
Village of Brock	Village of DeWeese	Village of Gurley

Village of Haigler	Village of Mason City	SID #237 - Sarpy County
Village of Halsey	Village of Maxwell	SID #274 - Sarpy County
City of Harvard & Harvard RFD	Village of McGrew	SID #299 - Sarpy County
Village of Hazard	Village of Meadow Grove	SID #331 - Sarpy County
Village of Hemingford	Village of Merna	SID #333 - Sarpy County
City of Henderson	Village of Miller	SID #341 - Sarpy County
Village of Hendley	City of Minatare	SID # 358 - Sarpy County
Village of Henry	Village of Monroe	SID #367 - Sarpy County
Village of Herman	Village of Moorefield	SID #368 - Sarpy County
Village of Hershey	Village of Morrill	City of Sargent
City of Hickman	Village of Mullen	Sargent RFD
Village of Holbrook	Village of Murray	Village of Scotia
City of Holdrege	City of Neligh	City of Scottsbluff
Village of Hoskins	Village of Nenzel	Sheep Creek & Farmers RFD
Hoskins RFD	Village of Newcastle	Village of Shelton
Village of Howells	City of Norfolk	Village of Shickley
City of Humboldt	Village of North Loup	Village of Silver Creek
Humboldt Fire & RFD	Northeast Nebraska Economic Development District	Solid Waste Agency of Northwest Nebraska (SWANN)
City of Imperial	Northeast Nebraska Solid Waste Coalition	Springbank Township
City of Indianola, Indianola RFD & VFD	City of Oakland	Village of Stamford
Village of Inglewood	Village of Oconto	Village of Stapleton
Village of Jansen	Village of Ohioa	Village of Steele City
Village of Johnstown	Village of Orleans	Village of Stratton
Village of Julian	City of Oshkosh	Village of Stuart
KBR Solid Waste Committee	Village of Otoe	Village of Sumner
Village of Lawrence	Village of Oxford	Village of Sutherland
Village of Lebanon	Oxford Rural Fire Protection District	City of Syracuse
Village of Leigh	City of Pawnee City	Village of Table Rock
Village of Lewellen	Village of Paxton	Village of Taylor
Village of Litchfield	Village of Pilger	City of Terrytown
Village of Lodgepole	Village of Platte Center	City of Trenton
Village of Long Pine	City of Randolph	Village of Uehling
City of Louisville	Village of Roca	Village of Union
Loup Central Landfill	SID #1 - Butler County	Village of Utica
Lower Republican NRD	SID #6 - Dodge County	
Village of Lyman	SID #7 - Platte County	
Madison County RTSD	SID #23 - Sarpy County	
Village of Malcolm	SID #65 - Sarpy County	
Village of Malmo	SID #79 - Sarpy County	
Village of Manley	SID#158 - Sarpy County	
Village of Marquette		
Village of Martinsburg		

City of Valentine
City of Valley
Victoria Township
Village of Walthill
Village of Wausa

Village of Wilcox
Village of Winnebago
City of Wisner
Village of Wolbach
Village of Wood Lake

City of Wymore

Motion carried: 15 ayes, 0 nays, 1 abstention, and 195 not present.

(AGENDA ITEM #5) Motion to adjourn. Pam Buethe of SID #29 moved, seconded by Tom Ourada of the City of Crete, to adjourn.

Roll call vote.

Ayes (15): Village of Ansley, City of Crete, City of Fremont, City of Gering, City of Gibbon, Guide Rock Fire District, City of Nelson, Nelson Rural Fire District, City of North Platte, City of Ralston, SID #29, City of St. Paul, St. Paul Fire Department, City of Wahoo, and City of Waverly

Nays (0)

Abstentions (0)

Not present (195):

City of Ainsworth
Village of Alda
Village of Allen
Village of Anselmo
City of Arapahoe
Village of Arcadia
Village of Arlington
Village of Ashton
City of Atkinson
City of Auburn
Auburn Board of Public
Works
Village of Bancroft
City of Bassett
City of Bayard
City of Beaver City
Village of Beaver
Crossing
Village of Benedict
City of Benkelman
Village of Berwyn
City of Blair
Village of Broadwater
Village of Brock

Village of Brownville
Village of Brule
Village of Burr
City of Burwell
Village of Butte
Village of Callaway
Village of Cedar Bluffs
Village of Cedar Creek
Central Rural Fire
Protection District
City of Chadron
Village of Chester
City of Clarkson
City of Clay Center
City of Columbus
Village of Comstock
Village of Cook
Village of Cotesfield
City of Curtis
Village of Dalton
Village of Danbury
Village of Dannebrog
City of David City
Village of DeWeese

Village of Dorchester,
Dorchester VFD
Village of Dunbar
City of Edgar
Village of Edison
Village of Elba
Village of Elm Creek
Village of Elsie
Village of Elyria
Village of Emerson
Village of Eustis
Fairfield Rural Fire
Protection District
Village of Farwell
Village of Farnam
Village of Firth
City of Franklin
Village of Funk
City of Genoa
Village of Glenvil
City of Gothenburg
Village of Greeley
Village of Guide Rock
Village of Gurley

Village of Haigler	Village of Mason City	SID #237 - Sarpy County
Village of Halsey	Village of Maxwell	SID #274 - Sarpy County
City of Harvard & Harvard RFD	Village of McGrew	SID #299 - Sarpy County
Village of Hazard	Village of Meadow Grove	SID #331 - Sarpy County
Village of Hemingford	Village of Merna	SID #333 - Sarpy County
City of Henderson	Village of Miller	SID #341 - Sarpy County
Village of Hendley	City of Minatare	SID # 358 - Sarpy County
Village of Henry	Village of Monroe	SID #367 - Sarpy County
Village of Herman	Village of Moorefield	SID #368 - Sarpy County
Village of Hershey	Village of Morrill	City of Sargent
City of Hickman	Village of Mullen	Sargent RFD
Village of Holbrook	Village of Murray	Village of Scotia
City of Holdrege	City of Neligh	City of Scottsbluff
Village of Hoskins	Village of Nenzel	Sheep Creek & Farmers RFD
Hoskins RFD	Village of Newcastle	Village of Shelton
Village of Howells	Village of Norfolk	Village of Shickley
City of Humboldt	Village of North Loup	Village of Silver Creek
Humboldt Fire & RFD	Northeast Nebraska Economic Development District	Solid Waste Agency of Northwest Nebraska (SWANN)
City of Imperial	Northeast Nebraska Solid Waste Coalition	Springbank Township
City of Indianola, Indianola RFD & VFD	City of Oakland	Village of Stamford
Village of Inglewood	Village of Oconto	Village of Stapleton
Village of Jansen	Village of Ohioa	Village of Steele City
Village of Johnstown	Village of Orleans	Village of Stratton
Village of Julian	City of Oshkosh	Village of Stuart
KBR Solid Waste Committee	Village of Otoe	Village of Sumner
Village of Lawrence	Village of Oxford	Village of Sutherland
Village of Lebanon	Oxford Rural Fire Protection District	City of Syracuse
Village of Leigh	City of Pawnee City	Village of Table Rock
Village of Lewellen	Village of Paxton	Village of Taylor
Village of Litchfield	Village of Pilger	City of Terrytown
Village of Lodgepole	Village of Platte Center	City of Trenton
Village of Long Pine	City of Randolph	Village of Uehling
City of Louisville	Village of Roca	Village of Union
Loup Central Landfill	SID #1 - Butler County	Village of Utica
Lower Republican NRD	SID #6 - Dodge County	
Village of Lyman	SID #7 - Platte County	
Madison County RTSD	SID #23 - Sarpy County	
Village of Malcolm	SID #65 - Sarpy County	
Village of Malmo	SID #79 - Sarpy County	
Village of Manley	SID#158 - Sarpy County	
Village of Marquette		
Village of Martinsburg		

City of Valentine
City of Valley
Victoria Township
Village of Walthill

Village of Wausa
Village of Wilcox
Village of Winnebago
City of Wisner

Village of Wolbach
Village of Wood Lake
City of Wymore

Motion carried: 15 ayes, 0 nays, 0 abstentions and 195 not present.

The meeting was adjourned at 11:23 am.

Chair Lanette Doane thanked all the members for taking the time to participate in the Annual Members' Meeting and vote on these important agenda items.

Approved on:

ATTEST:

Kyla Brockvelt
Executive Administrative Assistant
League Association of Risk Management

L. Lynn Rex
Ex-Officio, Non-Voting Board Member and Administrator of LARM
Executive Director of the League of Nebraska Municipalities



NOTICE

MEETING OF THE ANNUAL MEMBERS MEETING OF THE LEAGUE ASSOCIATION OF RISK MANAGEMENT (LARM) Wednesday, September 27, 2023, 11:00 a.m. CT/10:00 a.m. MT

PLEASE TAKE NOTICE that on **Wednesday, September 27, 2023, at 11:00 a.m. CT/10:00 a.m. MT**, the League Association of Risk Management (LARM), will hold a LARM Annual Members meeting at the Cornhusker Marriot Hotel, Grand Ballroom, B and C, 333 South 13th Street, Lincoln, Nebraska. An agenda of subjects known at this time is included with this notice, and the agenda shall be kept continually current and readily available for public inspection at the principal office of LARM during normal business hours at 1335 L Street, Suite 200, Lincoln, Nebraska. A notice of this meeting with the agenda and other materials are available at this location with a copy of the Open Meetings Act posted. The meeting will also be made available by Zoom via Computer, Smart Device or Telephone
<https://us06web.zoom.us/j/81124588603?pwd=SjhLTnRxWU9sNHZWwWVMMeUpQb1orQT09> or 1-833-548-0282. The Meeting ID is 811 2458 8603 and the passcode is 859274.

On September 20, 2023, a notice of this meeting with the agenda and other materials was sent to all LARM members and the LARM Board. Notice of this meeting with the agenda and other materials also is available for public inspection at 1335 L Street, Suite 200, in Lincoln, Nebraska, and posted with the following links kept continually current: an electronic copy of the agenda, all documents being considered at the meeting, with a link to the current version of the Open Meetings Act on LARM's website- larmpool.org.

Over a three-year period (calendar years 2024-2026), TCP recipient communities will have access to:

1. Targeted, individualized deep-dive technical assistance and planning support, including assistance with grant applications, project scoping, planning and pre-development activities, pre-engineering studies, and other activities as determined by selected communities (years one and two).
2. Capacity Building support, including financial, staffing, or resource support – including through subgrants – to lead applicants and their identified community partners to grow local capacity and build local technical expertise (years one and two).
3. A Community of Practice comprised of local and national partners to advance policies, practices, and projects informed by meaningful public involvement and partnership (years one, two, and three).

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

A. POLICY STATEMENT

Regular text = FMCSA requirements

Italic text = City of Crete policy only

In accordance with the **City of Crete's** commitment for a safe workplace, the **City of Crete** will not hire or employ individuals who use illegal drugs or alcohol registering at defined concentration levels. Practical experience and research have proven that even small quantities of illegal drugs, narcotics, abused prescription drugs, or alcohol can impair judgement and reflexes. Even when not readily apparent, this impairment can have serious results, particularly for employees operating vehicles or potentially dangerous equipment, or making decisions, or handling sensitive information or valuables. Drug-using employees are a serious threat to their employer, their co-workers, and themselves, and may make costly errors. This policy is implemented to comply with the requirements of Department of Transportation (DOT) Drug and Alcohol Testing Program Regulation 49 CFR Part 40 and Federal Motors Carriers Safety Administration (FMCSA) Regulation 49 CFR Part 382.

Consequently, the City of Crete has a compelling interest in providing a safe work environment and fostering the safety and health of its employees. That commitment is jeopardized when any employee illegally uses drugs on the job, comes to work under the influence, or possesses, distributes, or sells drugs in the workplace, or abuses alcohol on the job. Therefore, the City of Crete has established a testing policy, which is intended to comply with DOT and FMCSA Regulatory requirements.

Within this Drug and Alcohol Testing Program Policy Statement, certain elements are required because the City of Crete is regulated by the Department of Transportation (DOT). This Policy Statement will cross reference to sections of 49 CFR Part 40 and 49 CFR Part 382. The Designated Employer Representative (DER) is the person designated by the company to answer questions about the programs and will have a copy of the regulations, which can also be viewed at www.dot.gov/odapc/index.htm. DOT-required elements are printed in normal typeface. *In addition, company Policy, reflecting requirements of the City of Crete but are not required, but allowed, by DOT are printed in italic typeface, to differentiate them from DOT-required policy elements. Applicable state or local laws and regulations, or written agreements or guidelines, may restrict or modify some non-DOT policy provisions in addition to discipline and termination options for policy violations.* With regard to those employees governed by DOT regulations, federal regulations shall be considered as preempting any inconsistent state or local law or regulations.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Adherence to the City of Crete's policy on drugs and alcoholism is a condition of employment for all drivers.

It is the City of Crete's intention to comply fully with the DOT regulations governing drug and alcohol use and testing and the requirements of the DOT regulation have been incorporated into this Policy. In the event DOT regulations are amended, this Policy and the applicable term(s), condition(s), and/or requirement(s) of this Policy shall be deemed to have been amended automatically at that time, without the need for redrafting, in order to reflect and be consistent with DOT regulations. In such case, the City of Crete reserves the right to apply the amended requirements immediately, and without giving notice is required by DOT or another applicable law. The City of Crete reserves the right to amend the list of positions covered by this policy and the supervisory positions required to attend training redrafting the entire policy. The City of Crete also intends to comply with the applicable requirements of the Drug-Free Workplace Act of 1988, the American with Disabilities Act and the Family and Medical Leave Act. *In addition, this policy is implemented to substantially comply with applicable state statutes pertaining to workers' compensation and/or unemployment benefits qualifications, and state guidelines pertaining to a drug-free workplace if any.*

Under the City of Crete's Policy, drug and alcohol testing will be conducted on any current and/or prospective employees who have a Commercial Driver's License (CDL) and participating in safety-sensitive functions involving a Commercial Motor Vehicle (CMV) being defined as a motor vehicle or combination of motor vehicles used in commerce to transport passengers or property if the vehicle: (1) Has a gross combination weight rating of 11,794 or more kilograms (26,001 or more pounds) inclusive of a towed unit with a gross vehicle weight rating of 4,536 kilogram (10,000 pounds); or (2) Has a gross vehicle weight rating of 11,794 or more kilograms (26,001 or more pounds); or (3) Is designed to transport 16 or more passengers, including the driver; or (4) Is of any size and is used in the transportation of materials found to be hazardous for the purposes of the Hazardous Materials Transportation Act (49 U.S.C. 5103(b)) and which require to motor vehicle to be placarded under the Hazardous Materials Regulations (49 CFR Part 172, subpart F).

Any job applicant applying for a position who refuses or fails a pre-employment drug test will not be hired for that position. Any employee covered by this policy who refuses or fails a drug and/or alcohol test will immediately be removed from performing safety sensitive duties.

It is understood that a policy cannot address every situation that may arise; and in those situations which are not covered in this policy, each shall be handled on its on individual merits by the Plan Administrator.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

B. DRUG/ALCOHOL TESTING PROCEDURES

The Omnibus Transportation Employee Testing Act of 1991 requires alcohol and drug testing of safety-sensitive employees in the aviation, motor carrier, railroad and mass transit industries. Department of Transportation publishes rules on who must conduct drug and alcohol test, how to conduct those tests, and what procedures to use when testing. These regulations cover all transportation employers, safety-sensitive transportation employees, and service agents. Encompassed in 49 Code of Federal Regulations (CFR) Part 40, the Office of Drug and Alcohol Policy and compliance (ODAPC) publishes, implements, and provides authoritative interpretations of these rules. The Federal Motor Carrier Safety Administration (FMCSA) requires alcohol and drug testing of employees who perform a safety sensitive function.

An employee is defined herein as a driver for the City of Crete who is required to maintain current certifications that they are qualified to driver under U.S. Department of Transportation (DOT) regulations. This includes any current and/prospective employees who have a Commercial Driver's License (CDL) and participating in safety-sensitive functions involving a Commercial Motor Vehicle (CMV) being defined as a motor vehicle or combination of motor vehicles used in commerce to transport passengers or property if the vehicle: (1) Has a gross combination weight rating of 11,794 or more kilograms (26,001 or more pounds) inclusive of a towed unit with a gross vehicle weight rating of 11,794 or more kilograms (10,000 pounds); or (2) Has a gross vehicle weight rating or 11,794 or more kilograms (26,001 or more pounds); or (3) Is designed to transport 16 or more passengers, including the driver; or (4) Is of any size and is used in the transportation of materials found to be hazardous for the purposed of the Hazardous Materials Transportation Act (49 U.S.C. 51039b)) and which require to motor vehicles to be placarded under the Hazardous Materials Regulations (49 CFR Part 172, subpart F).

For purposes of this Policy and the City of Crete's drug and alcohol testing program, performing a "safety-sensitive function" means all time from the driver begins to work or is required to be in readiness to work until the time he/she is relieved from work and all responsibility for performing work. Safety-sensitive functions shall include: (1) All time at an employer or other property, or on any public property waiting to be dispatched, unless the driver has been relived from duty by the employer; (2) All time inspecting equipment or otherwise inspecting, servicing, or conditioning any CMV at any time; (3) All time spent at the driving controls of a CMV in operations; (4) All time, other than driving time, in or upon any CMV; (5) All time loading or unloading a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle; and (6) All time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

In addition, any employee contracted by the City of Crete filling any safety sensitive position, will be covered by and is expected to maintain a drug testing policy in accordance with federal regulations to continue this contractor relationship. The contractor must permit access to property and records by the City of Crete, the D.O.T and any jurisdictional state agency for the purpose of monitoring compliance.

Temporary safety sensitive employees who are contracted by the City of Crete and who participate in the drug and alcohol testing program of that other company, need not be subject to drug testing by the City of Crete. However, the other company must certify that the safety sensitive employee is fully qualified to drive and will provide a written statement in compliance with D.O.T. regulations.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

C. TERMS AND DEFINITIONS

Accident – An occurrence associated with the operation of a vehicle on a public road in commerce, which requires a Commercial Driver’s License, if it results in-

- Who was performing safety-sensitive functions with respect to the vehicle, if the accident involved the loss of human life; or
- Who received a citation under State or local law for a moving traffic violation arising from the accident, if the accident involved; (1) Bodily injury to any person who, as a result of the injury, immediately received medical treatment away from the scene of the accident; or (2) One or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle.

Administrator – The Administrator of the Federal Motor Carrier Safety Administration or the Administrator’s designee.

Adulterated Specimen – A specimen that has been altered, as evidenced by test results showing either a substance that is not a normal constituent for that type of specimen or showing an abnormal concentration of an endogenous substance.

Air Blank – A reading by an EBT of ambient air containing no alcohol.

Alcohol – The intoxicating agent in beverage alcohol, ethyl alcohol, or low molecular weight alcohols contained in any beverage, mixture, mouthwash, candy, food, preparation, or medication.

Alcohol Concentration – The alcohol in a volume of breath expressed in terms of grams of alcohol per 21 liters of breath as indicated by an evidential breath testing device.

Alcohol Use – The Consumption of any beverage, mixture, or preparation, including any medication, containing alcohol.

Aliquot – A portion of a specimen used for testing.

Blind Sample or Blind Performance Test Specimen – A urine specimen submitted to a laboratory for quality control testing purposes, with a fictitious identifier, so that the laboratory cannot distinguish it from employee specimens, and which is spiked with known quantities of specific drugs or which is blank, containing no drugs.

Breath Alcohol Technician (BAT) – An individual who instructs and assists individuals in the alcohol testing process and operates an Evidential Breath Testing Device (EBT)

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Canceled or Invalid Test – In drug testing, a drug test that has been declared invalid by a Medical Review Officer. A canceled test is neither a positive nor a negative.

Certification - A recipient's written statement, authorized by the organization's governing board or other authorizing official, that the recipient has complied with the provisions of this part.

Chain of Custody - Procedures to account for the integrity of each urine or blood specimen by tracking its handling and storage from point of specimen collection to final disposition. With respect to drug testing, these procedures shall require that an appropriate drug testing custody form be used from time of collection to receipt by the laboratory and that upon receipt by the laboratory (an) appropriate chain of custody form(s) account(s) for the sample aliquots within the laboratory.

Collection Container - A container into which the employee urinates to provide the urine sample used for a drug test.

Collection Site - A place designated by the employer where individuals present themselves for the purpose of providing a specimen of their urine to be analyzed for the presence of drugs.

Collection Site Person - A person who instructs and assists individuals at a collection site and who receives and makes a screening examination of the urine specimen provided by those individuals.

Confirmatory Drug Test - In drug testing, a second analytical procedure performed on a different aliquot of the original specimen to identify and quantify the presence of a specific drug or drug metabolite. In alcohol testing, a second test, following a screening test with a result of 0.02 or greater, that provides quantitative data of alcohol concentration.

Consortium/Third party administrator (C/TPA) - An entity, including a group or association of employers, operators, recipients, sub-recipients, or contractors, that provides drug testing as required by this part, or other DOT drug testing rule, and that acts on behalf of the employer.

Contractor - A person or organization that provides a service for a recipient, sub-recipient, employer, or operator consistent with a specific understanding or arrangement. The understanding can be a written contract or an informal arrangement that reflects an ongoing relationship between the parties.

Controlled Substances - Those substances identified in 49 CFR Part 40.85.

Covered Employee - A person, including a volunteer, applicant, or transferee, who performs a safety-sensitive function for an entity subject to this part.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Designated Employer Representative (DER) - An employee authorized by the employer to take immediate action to remove employees from safety-sensitive duties and to make required decisions in testing. The DER also receives test results and other communications for the employer, consistent with the requirements of 49 CFR Part 40 and 382.

DHHS - The Department of Health and Human Services or any designee of the Secretary, Department of Health and Human Services.

Dilute Specimen - A specimen with creatinine and specific gravity values that are lower than expected for human urine.

Disabling Damage - Damage that prevents any of the vehicles involved from leaving the scene of the occurrence in its usual manner in daylight after simple repairs. Disabling damage includes damage to vehicles that could have been operated but would have been further damaged if so operated, but does not include damage which can be remedied temporarily at the scene of the occurrence without special tools or parts, tire disablement without other damage even if no spare tire is available, or damage to headlights, taillights, turn signals, horn, mirrors or windshield wipers that makes them inoperative.

DOT Agency - An agency of the United States Department of Transportation administering regulations related to drug or alcohol testing, including the Federal Aviation Administration, the Federal Railroad Administration, the Federal Motor Carrier Safety Administration, the Federal Transit Administration, the Research and Special Programs Administration, and the Office of the Secretary.

Driver - Any person who operates a CDL. This includes, but is not limited to: Full-time, regularly employed drivers; casual, intermittent or occasional drivers; leased drivers and independent, owner-operator contractors who are either directly employed by or under lease to an employer or who operate a commercial motor vehicle at the direction of or with the consent of the employer.

Drug Metabolite - The specific substance produced when the human body metabolizes a given prohibited drug as it passes through the body and is excreted in urine.

Drug Test - The laboratory analysis of a urine specimen collected in accordance with 49 CFR part 40 and analyzed in a DHHS-approved laboratory.

EBT or Evidential Breath Testing Device – A device approved by the National Highway Traffic Safety Administration (NHTSA) for the evidential testing of breath at the 0.02 and the 0.04 alcohol concentrations. Approved devices are listed on NHTSA's conforming products list.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Education - Efforts that include the display and distribution of informational materials, a community service hot-line telephone number for employee assistance, and the transit entity policy regarding drug use in the workplace.

Employee - An individual designated in a DOT agency regulation as subject to drug testing and/or alcohol testing. As used in this part, "employee" includes an applicant for employment. "Employee" and "individual" or "individual to be tested" have the same meaning for purposes of this part.

Employee Assistance Program (EAP) - A program provided directly by an employer, or through a contracted service provider, to assist employees in dealing with drug or alcohol dependency and other personal problems. Rehabilitation and reentry to the work force are usually arranged through an EAP.

Employer - A person or entity employing one or more employees (including an individual who is self-employed) that is subject to DOT agency regulations. The term, as used in this part, means the entity responsible for overall implementation of DOT drug and alcohol program requirements, including individuals employed by the entity, who take personnel actions resulting from violations of this part and any applicable DOT agency regulations.

FMCSA - Federal Motor Carrier Safety Administration

Initial Drug Test (Screening Drug Test) - The test used to differentiate a negative specimen from one that requires further testing for drugs or drug metabolites.

Initial Specimen Validity Test - The first test used to determine if a urine specimen is adulterated, diluted, substituted, diluted, substituted, or invalid.

Invalid Drug Test - The result reported by an HHS-certified laboratory in accordance with the criteria established by HHS Mandatory Guidelines when a positive, negative, adulterated, or substituted result cannot be established for a specific drug or specimen validity test.

Laboratory - Any U.S. Laboratory certified by HHS under the National Laboratory Certification Program as meeting the minimum standards of Subpart C of the HHS Mandatory Guidelines for Federal Workplace Drug Testing Programs; in the case of foreign laboratories, a laboratory approved for participation by DOT under this part.

Limit of Detection (LOD) - The lowest concentration at which a measurand can be identified, but (for quantitative assays) the concentration cannot be accurately calculated.

Limit of Quantification - For quantitative assays, the lowest concentration at which the identity and concentration of the measurand can be accurately established.

Medical Review Officer (MRO) - A licensed physician (medical doctor or doctor of osteopathy) responsible for receiving laboratory results generated by the drug testing program

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

who has knowledge of substance abuse disorders, and has appropriate medical training to interpret and evaluate an individual's confirmed positive test results, together with his/her medical history, and any other relevant bio-medical information.

Negative Result - The result reported by an HHS-certified laboratory to an MRO when a specimen contains no drug or the concentration of the drug is less than the cutoff concentration for the drug or drug class and the specimen is a valid specimen.

Operator - A transit entity that is a recipient, directly or indirectly, of Federal funds under Section 3, 9, or 18 of the UMT Act of 1964, as amended, or is a recipient of Federal assistance under Section 103(e)(4) of Title 23 of the United States Code.

Pass a Drug Test - An individual passes a drug test when a Medical Review Officer determines, in accordance with procedures in 49 CFR part 40, that the results of the test:

- Showed no evidence or insufficient evidence of prohibited drug or drug metabolite
- Showed evidence of a prohibited drug or drug metabolite for which there was a legitimate medical explanation
- Were scientifically insufficient to warrant further action
- Were suspect because of irregularities in the administration of the test, or observation, or custody and control procedures

Performing a Safety Sensitive Function - A covered employee is considered to be performing a safety-sensitive function and includes any period in which he or she is actually performing, ready to perform, or immediately available to perform such functions.

Permanent Record Book - A permanently bound book in which identifying data on each specimen collected at a collection site are permanently recorded in the sequence of collection. May be used in conjunction with a modified urine custody and control form to document collection.

Positive Result - The result reported by an HHS-certified laboratory when a specimen contains a drug or drug metabolite equal to or greater than the cutoff concentrations.

Post-Accident Test - A drug test administered to an employee when an accident (as previously defined) has occurred and the employee performed a safety-sensitive function that either contributed to the accident, or cannot be completely discounted as a contributing factor in the accident.

Pre-Employment Test - A drug test given to an applicant or employee who is being considered for a safety-sensitive position. The applicant or employee must be informed of the purpose for the urine collection prior to actual collection.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Probationary Employee - An employee who has not completed his or her probationary period after original employment. The probationary period is a working test period during which an employee, newly appointed from a list, is required to demonstrate his or her fitness for a position to which said employee is appointed by actual performance of the duties of the position. The probationary period shall not exceed six months.

Prohibited Drug - Marijuana, cocaine, opiates, amphetamines, ecstasy or phencyclidine at levels above the minimum thresholds specified in 49 CFR Part 40, as amended.

Protocol - A procedure requiring strict adherence to achieve scientifically valid test results from specimen collection and laboratory testing of urine specimens.

Qualified Laboratory - A laboratory certified by the DHHS to conduct urine drug testing and which permits unannounced inspections by the recipient or operator.

Random Test - A drug test annually to a predetermined percentage of employees who perform in safety-sensitive functions and who are selected on a scientifically defensible random and unannounced basis.

Reason to Believe - Objective information indicating that a particular individual may alter or substitute a urine specimen.

Reasonable Suspicion Test - A drug test given to a current employee who performs in a safety-sensitive position and who is reasonably suspected by at least one trained supervisor of using a prohibited drug or misuse of alcohol.

Reconfirmed - The result reported for a split specimen when the second laboratory is able to corroborate the original result reported for the primary specimen.

Refuse to Submit - The following are considered a refusal to test if the employee:

- Fails to appear for any test (excluding pre-employment) within a reasonable time, as determined by the employer, after being directed to do so by the employer;
- Fails to remain at the testing site until the testing process is complete;
- Fails to provide a urine or breath specimen for any drug or alcohol test required by Part 40 or DOT agency regulations;
- In the case of a directly observed or monitored collection in a drug test, fails to permit the observation or monitoring of your provision of a specimen;
- Fails to provide a sufficient amount of urine or breath when directed, and it has been determined, through a required medical evaluation, that there was no adequate medical explanation of the failure;
- Fails or declines to take a second test the employer or collector has directed you to take;

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

- Fails to undergo a medical examination or evaluation, as directed by the MRO as part of the verification process, or as directed by the DER as part of the shy bladder or shy lung procedures;
- Fails to cooperate with any part of the testing process (e.g., refuse to empty pockets when so directed by the collector, behave in a confrontational way that disrupts the collection process);
- If the MRO reports that there is verified adulterated or substituted test result;
- Failure or refusal to sign Step 2 of the alcohol testing form

Regular Employee - An employee who has been appointed to a position in the classified service in accordance with Crete Municipal Code after successful completion of a probationary period.

Rejected for Testing - The result reported by an HHS-certified laboratory when no tests are performed for a specimen because of a fatal flaw or a correctable flaw that is not corrected.

Return to Duty Test - An initial drug and alcohol test prior to return to duty given to employees performing in safety-sensitive functions who previously tested positive, refused to test or provided an adulterated/substituted sample to a drug test and are returning to safety-sensitive positions.

Safety-Sensitive Function - Means all time from the time a driver begins to work or is required to be in readiness to work until the time he/she is relieved from work and all responsibility for performing work. Safety-sensitive functions shall include:

- All time an employee waiting to be dispatched, unless the driver has been relieved from duty by the employer;
- All time inspecting equipment, or otherwise inspecting, servicing, or conditioning any commercial motor vehicle at any time;
- All time spent at the driving controls of a commercial motor vehicle in operation;
- All time loading or unloading a vehicle, supervising, or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle, or in giving or receiving receipts for shipments loaded or unloaded: and
- All time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Safety-Sensitive Position - A duty position or job category that requires the performance of a safety-sensitive function(s).

Screening Test (or initial test) - In drug testing, an immunoassay screen to eliminate "negative" urine specimens from further analysis. In alcohol testing, an analytic procedure to determine whether an employee may have a prohibited concentration of alcohol in a breath specimen.

Secretary - The Secretary of Transportation or the Secretary's designee. The Secretary's designee may be a contractor or other recognized organization that acts on behalf of the Secretary in implementing the DOT drug use control regulations.

Shipping Container - A container capable of being secured with a tamper-evident seal that is used to transfer one or more urine specimen bottle(s) and associated documentation from the collection site to the laboratory.

Specimen Bottle - The bottle that, after being labeled and sealed, is used to transmit a urine sample to the laboratory.

Split Specimen Collection - A collection in which the urine collected is divided into two separate specimen bottles, the primary specimen (Bottle A) and the split specimen (Bottle B).

Substance Abuse Professional (SAP) - A licensed physician (medical doctor or doctor of osteopathy), or a licensed or certified psychologist, social worker, employee assistance professional, or addiction counselor (certified by the National Association of Alcoholism and Drug Abuse Counselors Certification Commission or by the International Certification Reciprocity Consortium/Alcohol and other Drug Abuse) with knowledge of and clinical experience in the diagnosis and treatment of drug- and alcohol-related disorders.

Substituted Specimen - To replace one's urine with another's or with a different substance. A specimen with creatinine and specific gravity values that are so diminished that they are not consistent with human urine.

Temporary Employee - An employee appointed to a non-career service position in the unclassified service, or appointed to a career service position for a specific purpose and limited length of time not to exceed one year.

Training - Providing information about the effects and consequences of drug use on personal health, safety, and the work environment; about the work environment; and about the manifestations and behavioral cues that may indicate drug use and abuse.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Verified Negative (drug test result) - A drug test result reviewed by a Medical Review Officer and determined to **have no** evidence of prohibited drug use above the minimum cutoff levels established by the Department of Health and Human Services (HHS).

Verified Positive (drug test result) - A drug test result reviewed by a Medical Review Officer and determined to **have** evidence of prohibited drug use above the minimum cutoff levels specified in 49 CFR Part 40 as revised.

Violation Rate - The number of covered employees found during random tests to have an alcohol concentration of 0.04 or greater, plus the number of employees who refuse a random test required, divided by the total reported number of employees in the industry given random alcohol tests plus the total reported number of employees in the industry who refuse a random test.

Volunteer - Is deemed a covered employer when he or she receives remuneration in excess of their actual personal expenses incurred while performing the volunteer service.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

D. EDUCATION AND TRAINING (49 CFR part 382.603)

All supervisory personnel or company officials who are in a position to determine employee fitness for duty will receive 60 minutes of reasonable suspicion training on the physical, behavioral, and performance indicators of probable drug use and 60 minutes of additional reasonable suspicion training on the physical, behavioral, speech, and performance indicators or probable alcohol misuse. Information on the signs, symptoms, health effects, and consequences of alcohol misuse is presented in the appendix.

Every covered employee will receive a copy of this policy and is listed on the City/County web site under Personnel Department and will have ready access to the corresponding federal regulations including 49 CFR Parts 382 and 40, as amended. In addition, all covered employees will undergo a minimum of 60 minutes of training on the signs and symptoms of drug use including the effects and consequences of drug use on personal health, safety, and the work environment. The training also includes manifestations and behavioral cues that may indicate prohibited drug use.

Information on the signs, symptoms, health effects and consequences of alcohol misuse is presented in appendix III of this policy.

Applicants are required to execute a certification regarding requirements of the City/County Drug Testing Program as a condition of being hired. An applicant who refuses to do so will not be hired.

All drug and alcohol testing and training will be paid City/County time.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

E. PROHIBITED SUBSTANCES

Prohibited substances addressed by this policy include the following:

- (1) This includes: marijuana, amphetamines, ecstasy, opiates, phencyclidine (PCP), and cocaine, as well as any drug not approved for medical use by the U. S. Drug Enforcement Administration or the U. S. Food and Drug Administration. Illegal use includes use of any illegal drug, misuse of legally prescribed drugs, and use of illegally obtained prescription drugs. Also, the medical use of marijuana, or the use of hemp related products, as which cause drug or drug metabolites to be present in the body above the minimum thresholds is a violation of this policy.

Federal Motor Carrier Safety Administration drug testing regulations (49 CFR Part 382) require that all covered employees be tested for marijuana, cocaine, amphetamines, ecstasy, opiates, and phencyclidine as described in this policy. Illegal use of these drugs is prohibited at all times, and thus covered employees may be tested for these drugs anytime that they are on duty.

- (2) Legal Drugs: The appropriate use of legally prescribed drugs and non-prescription medications is not prohibited. However, the use of any substance which carries a warning label that indicated that mental functioning, motor skills, or judgment may be adversely affected must be reported to your supervisor and the employee is required to provide a written release from his/her doctor or pharmacist indicating that the employee can perform his/her safety-sensitive functions.
- (3) Alcohol: The use of beverages containing alcohol (including any mouthwash, prescribed or non-prescribed medication, food, candy) or any other substances such that alcohol is present in the body while performing safety-sensitive job functions is prohibited. An alcohol test can be performed on a covered employee under 49 CFR Part 382 just before, during, or just after the performance of safety-sensitive job functions.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

F. PROHIBITED CONDUCT

(1) Consistent with the Drug-Free Workplace Act of 1988, all covered employees are prohibited to use, possess, manufacture, sell, trade, offer for sale, offer to buy, or make arrangements to distribute illegal drugs, or to otherwise engage in the illegal use of drugs while at work or on City/County property.

(2) All covered employees are prohibited from reporting for duty or remaining on duty any time there is a quantifiable presence of a prohibited drug in the body above the minimum thresholds defined in 49 CFR Part 40, as amended.

(3) All covered employees are prohibited to report to work or remaining on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.02 or greater regardless of when the alcohol was consumed.

(4) All covered employees are prohibited to remain on duty that requires the performance of safety-sensitive functions, while under the influence of illegal drugs or alcohol.

(5) The department shall not permit any covered employee to perform or continue to perform safety-sensitive functions if it has actual knowledge that the employee is using alcohol.

(6) Each covered employee is prohibited from consuming alcohol while performing safety-sensitive job functions or while on-call to perform safety-sensitive job functions. If an on-call employee has consumed alcohol, they must acknowledge the use of alcohol at the time that they are called to report for duty. The covered employee will subsequently be relieved of his/her on-call responsibilities and subject to discipline.

(7) Prohibited conduct for any covered employee to use prescription drugs illegally or fail to inform the City/County of the therapeutic drug use that might adversely affect the driver's ability to perform or continue to perform a safety-sensitive function. (However, nothing in this policy precludes the appropriate use of legally prescribed medications.) Such prescription drugs brought to work should remain in the original labeled container and show both the prescribing doctor's name and expiration date.

(8) Prohibited conduct to ingest hemp food products or coca food products. (Recent studies indicate that ingestion of hemp seed oil and hemp food products can result in a positive test for marijuana.) In accordance with 40.151, a Medical Review Officer (MRO) may not accept consumption or other use of hemp products, or coca teas, or medical marijuana as an excuse for a positive drug test.

(9) No covered employee shall consume alcohol within four (4) hours before performing any safety-sensitive activity. The City/County will provide an opportunity for each such on-call employee to acknowledge the use of alcohol at the time he/she is called to report for duty, and

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

it is the employee's responsibility to inform his/her supervisor at the earliest possible time of any potential impairment from alcohol.

(10) No covered employee shall consume alcohol for eight (8) hours following involvement in an accident or until he/she submits to the post-accident drug/alcohol test, whichever occurs first.

(11) Prohibited conduct means that a safety-sensitive employee has refused to submit (to an alcohol or controlled substances test) when the safety-sensitive:

a. Fails to appear for any test (except a pre-employment test) within a reasonable time, but no longer than two (2) hours of being ordered;

b. Fails to remain at the testing site until the testing process is complete; Provided, that an employee who leaves the testing site before the testing process commences;

c. Fails to provide a urine specimen for any drug test required by this part or DOT agency regulations. Provided, that an employee who does not provide a urine specimen because he or she has left the testing site before the testing process commences;

d. In the case of a directly observed or monitored collection in a drug test, fails to permit the observation;

e. Fails to provide a sufficient amount of urine when directed, and it has been determined, through a required medical evaluation, that there was no adequate medical explanation for the failure;

f. Fails or declines to take a second test the employer or collector has directed the driver to take;

g. Fails to undergo a medical examination or evaluation;

h. Fails to cooperate with any part of the testing process (e.g., refuse to empty pockets when so directed by the collector, behave in a confrontational way that disrupts the collection process;

(12) Receive a verified positive drug test.

(13) Submit, or attempt to submit, an adulterated, diluted or otherwise altered specimen, or substituting a specimen from another person.

(14) Receive an alcohol test result of 0.04 or higher, and/or refusing to submit to a post - accident, random, reasonable suspicion, follow-up or return to duty test.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

G. DRUG STATUTE CONVICTION

Consistent with the Drug Free Workplace Act of 1988, all employees are required to notify the management of any criminal drug statute conviction for a violation occurring in the workplace within five days after such conviction. Failure to comply with this provision shall result in disciplinary action as defined in Section Q of this policy.

H. TESTING REQUIREMENTS

Analytical urine drug testing and breath testing for alcohol will be conducted as required by 49 CFR part 40 and 382 as amended. All covered employees shall be subject to testing prior to employment, for random, following an accident and for reasonable suspicion as defined in Section K, L, M and N of this policy. All covered employees who have tested positive for drugs or alcohol on a random, reasonable suspicion, or post-accident will be tested prior to returning to duty after completion of the Substance Abuse Professionals recommended treatment program and subsequent release to duty. Follow-up testing will also be conducted following return-to-duty for a period of one to five years, with at least six tests performed during the first year. The duration and frequency of the follow-up testing above the minimum requirements will be at the discretion of the Substance Abuse Professional.

Under the City/County's authority, an alcohol test can be performed any time a covered employee is on duty.

If the MRO informs that a positive drug test was dilute, the test will be treated as a verified positive test.

If the MRO informs that a negative test was dilute, employee will immediately be scheduled for a recollection.

In all cases, one previous dilute will trigger that the employee's supervisor accompany the employee to the testing site for all future tests. The supervisor is to make sure the employee does not drink large amounts of liquids before the drug collection and can be observed by the supervisor at all times until the employee enters the collection site.

All covered employees will be subject to urine drug testing and breath alcohol testing as a condition of ongoing employment. Any safety-sensitive employee who refuses to comply with a request for testing shall be removed from duty and subject to discipline as defined in Section Q of this policy. Any covered employee who is suspected of falsifying test results through tampering, contamination, adulteration, or substitution will be required to undergo an observed collection. Verification of the above listed actions will be considered a test refusal and will result in the removal from duty and disciplined as defined in Section Q of this policy.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

I. DRUG TESTING PROCEDURES

Upon notification that a drug and/or alcohol test is required, an employee will report immediately to the collection site. Testing shall be conducted in a manner to assure a high degree of accuracy and reliability and using techniques, equipment, and laboratory facilities which have been approved by the U. S. Department of Health and Human Service (HHS). All testing will be conducted consistent with the procedures set forth in Part 40, as amended. The procedures will be performed in a private, confidential manner and every effort will be made to protect the employee, the integrity of the drug testing procedure, and the validity of the test result. Drug testing will be performed utilizing split urine sample collections.

The drugs that will be tested for is set forth in 49 CFR Part 40 and 382 as amended.

After the identity of the donor is checked using picture identification, a urine specimen will be collected using the split specimen collection method described in 49 CFR Part 40 and 382, as amended. Each specimen will be accompanied by a DOT Chain of Custody and Control Form and identified using a unique identification number that attributes the specimen to the correct individual. The specimen analysis will be conducted at a HHS certified laboratory. An initial drug screen and validity test will be conducted on the primary urine specimen. For those specimens that are not negative, a confirmatory Gas Chromatography/Mass Spectrometry (GC/MS) test will be performed. The test will be considered positive if the amounts of the drug(s) and/or its metabolites identified by the GC/MS test are above the minimum thresholds established in 49 CFR Part 40 and 382, as amended.

The test results from the HHS certified laboratory will be reported to a Medical Review Officer (MRO). An MRO is a licensed physician with detailed knowledge of substance abuse disorders and drug testing. The MRO will review the test results to ensure the scientific validity of the test and to determine whether there is a legitimate medical explanation for a laboratory confirmed positive, substitute, or adulterated test result. The MRO will attempt to contact the employee to notify the employee of the non-negative laboratory result, and provide the employee with an opportunity to explain the confirmed laboratory test result. The MRO will subsequently review the employee's medical history/medical records as appropriate to determine whether there is a legitimate medical explanation for a non-negative laboratory result. If no legitimate medical explanation is found, the test will be verified positive or refusal to test and reported to the employer Drug and Alcohol Program Manager (DAPM). If a legitimate explanation is found, the MRO will report the test result as negative to the DAPM and no further action will be taken. If the test is invalid without a medical explanation, a retest will be conducted under direct observation.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Any covered employee who questions the results of a required drug test under paragraphs L through P of this policy may request that the split sample be tested. The split sample test must be conducted at a second HHS-certified laboratory with no affiliation with the laboratory that analyzed the primary specimen. The test must be conducted on the split sample that was provided by the employee at the same time as the primary sample. The method of collecting, storing, and testing the split sample will be consistent with the procedures set forth in 49 CFR Part 40 and 382, as amended. The employee's request for a split sample test must be made to the Medical Review Officer within 72 hours of notice or the original sample verified test result. Request after 72 hours will only be accepted at the discretion of the MRO if the delay was due to documentable facts that were beyond the control of the employee. The City of Crete will ensure that the cost for the split specimen are covered in order for a timely analysis of the sample, however the City of Crete will seek reimbursement for the split sample test from the employee.

If the analysis of the split specimen fails to confirm the presence of the drug(s) detected in the primary specimen, or if the split specimen is not able to be analyzed, or if the results of the split specimen are not scientifically adequate, the MRO will declare the original test to be canceled and will direct the City/County to retest the employee under direct observation.

The split specimen will be stored at the initial laboratory until the analysis of the primary specimen is completed. If the primary specimen is negative, the split will be discarded. If the primary is positive, the split will be retained for testing if requested by the employee through the Medical Review Officer. If the primary specimen is positive, it will be retained in frozen storage for one year and the split specimen will also be retained for one year.

Observed collections:

Consistent with 49 CFR Part 40 and 382, as amended, collection under direct observation (by a person of the same gender) with no advance notice will occur if:

- (1) The laboratory reports to the MRO that a specimen is invalid, and the MRO reports to the City/County that there was not an adequate medical explanation for the result; or
- (2) The MRO reports to the City/County that the original positive, adulterated, or substituted test result had to be canceled because the test of the split specimen could not be performed.
- (3) The collector observes materials brought to the collection site or the employees conduct clearly indicates an attempt to tamper with a specimen or
- (4) The temperature on the original specimen was out of range.

In addition, the City/County will direct a collection under direct observation of an employee if the drug test is a return-to-duty or a follow-up test.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

J. ALCOHOL TESTING PROCEDURES

Tests for breath alcohol concentration will be conducted utilizing a National Highway Traffic Safety Administration (NHTSA)-approved Evidential Breath Testing device (EBT) operated by a trained Breath Alcohol Technician (BAT). Alcohol screening tests may be performed using a non-evidential testing device which is also approved by NHSTA. If the initial test indicates an alcohol concentration of 0.02 or greater, a second test will be performed to confirm the results of the initial test. The confirmatory test must occur on an EBT. The confirmatory test will be conducted at least fifteen minutes after the completion of the initial test. The confirmatory test will be performed using a NTHSA-approved EBT operated by a trained BAT. The EBT will identify each test by a unique sequential identification number. This number, time, and unit identifier will be provided on each EBT printout. The EBT printout, along with an approved alcohol test form, will be used to document the test, the subsequent results, and to attribute the test to the correct employee. The test will be performed in a private, confidential manner as require by 49 CFR Part 40, and 382 as amended. The procedure will be followed as prescribed to protect the employee and to maintain the integrity of the alcohol testing procedures and validity of the test result.

In the event that the safety sensitive employee provides an adequate breath specimen and the initial test registers an alcohol concentration level that is less than 0.02, the test result will be reported as a "negative" and no additional test will be required at that time.

An employee who has a confirmed alcohol concentration of 0.04 or greater will be considered a positive alcohol test and in violation of this policy. The consequences of a positive alcohol test and described in Section Q of this policy. Even though an employee who has a confirmed alcohol concentration of 0.02 to 0.039 is not considered positive, the employee shall still be removed from duty until employee's alcohol concentration measures less than 0.02 or the start of the employee's next regularly scheduled duty period, but not less than eight hours following administration of the test and will be subject to the consequences described in Section Q of this policy. An alcohol concentration of less than 0.02 will be considered a negative test.

The transit department affirms the need to protect individual dignity, privacy, and confidentiality throughout the testing process. If at any time the integrity of the testing procedures or the validity of the test results is compromised, the test will be canceled. Minor inconsistencies or procedural flaws that do not impact the test result will not result in a canceled test.

The alcohol testing form (ATF) require by 49 CFR Part 40 and 382 as amended, shall be used for all FMCSA required testing.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

K. PRE-EMPLOYMENT TESTING

All applicants for covered transit positions shall undergo urine drug testing prior to performance of a safety-sensitive function. Pre-employment alcohol tests are not required under federal regulations.

(1) All offers of employment for covered positions shall be extended conditional upon the applicant passing a drug test. An applicant shall not be hired into a covered position unless the applicant takes a drug test with verified negative result.

(2) A non-covered employee shall not be placed, transferred or promoted into a covered position until the employee takes a drug test with verified negative results.

(3) The designated employee representative will provide the necessary forms to the hiring supervisor to complete the drug testing process with the certificate of eligible. The supervisor will arrange an appointment with the collection site for the applicant and inform the designated employee representative. The supervisor will provide to the applicant a form to give to the collection site and an information sheet describing testing procedures. The designated employee representative will notify the hiring supervisor regarding the test results.

(4) If an applicant fails a pre-employment drug test, the conditional offer of employment shall be rescinded and the applicant will be referred to a substance abuse professional. *Failure of a pre-employment drug test will disqualify an applicant for employment for a period of at least two years.* Evidence of the absence of drug dependency from a Substance Abuse Professional that meets with 49 CFR Part 40 and 382 as amended and a negative pre-employment drug test will be required prior to further consideration for employment. The cost of the assessment and any subsequent treatment will be the sole responsibility of the applicant.

(5) If an applicant who was previously employed by the City/County and terminated due to non-compliance of the drug and alcohol policy are not eligible for re-employment for a period of at least two years. Evidence of the absence of drug dependency from a Substance Abuse Professional that meets with 49 CFR Part 40 and 382 as amended and a negative pre-employment drug test will be required prior to further consideration for employment. The cost of the assessment and any subsequent treatment will be the sole responsibility of the applicant. The employee will be subject to termination upon any other failed drug or alcohol test from the time of re-employment.

(6) When an employee being placed, transferred, or promoted from a non-covered position to a covered position submits a drug test with a verified positive result, the employee will be subject to disciplinary action in accordance with Section Q of this policy and referred to a Substance Abuse Professional.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

(7) If a pre-employment test is canceled, the City/County will require the applicant to take and pass another pre-employment test.

(8) Supervisors are required to check the applicants past drug testing results for all previous DOT covered jobs in the last 2 years where the applicant held a safety sensitive position. Contact the designated employee representative to coordinate this investigation. The designated employee representative will notify the hiring supervisor regarding the results of this inquiry and advise if the individual is eligible for employment.

(9) In instances where a covered employee is on extended leave for a period of 90 days or more regardless of reason, and the employee has not been in the random testing pool, the employee will be required to take a drug test under 49 CFR Part 382 and have negative test result prior to the conduct of safety-sensitive job functions.

(10) An applicant with a dilute negative test result will be required to retest.

(11) *Applicants are required to report previous DOT covered employer drug and alcohol test results-Failure to do so will result in the employment offer being rescinded.*

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

L. RANDOM TESTING (49 CFR part 382.305)

All covered employees will be subjected to random, unannounced testing. The selection of employees shall be made by a scientifically valid method of randomly generating an employee identifier from the appropriate pool of safety-sensitive employees.

(1) The dates for administering unannounced testing of randomly selected employees shall be spread reasonably throughout the calendar year. Random testing must be conducted at all times of the day when safety-sensitive functions are performed.

(2) Independent contractors are not covered by this policy. The independent contractors would be required to provide certification their company has a drug and alcohol testing policy in place.

(3) The number of employees randomly selected for drug/alcohol testing during the calendar year shall be not less than the percentage rates established by Federal regulations for those safety-sensitive employees subject to random testing by Federal regulations.

(4) Each covered employee shall be in a pool from which the random selection is made. Each covered employee in the pool shall have an equal change of selection each time the selections are made. Employees will remain in the pool and subject to selection, whether or not the employee has been previously tested. There is no discretion on the part of management in the selection of the individuals who are to be tested.

(5) Covered employees that fall under the Federal Motor Carrier Safety Administration regulations will be included in one random pool maintained separately from the testing pool of employees that are included solely under the City of Crete's authority.

(6) Random tests can be conducted at any time during an employee's shift for drug testing. A covered employee shall only be randomly tested for alcohol misuse while the employee is performing safety-sensitive functions, just before the employee is to perform safety-sensitive functions or just after the employee has ceased performing such functions.

(7) Employees are required to proceed immediately after notification of their random selection to the collection site.

(8) An employee with a dilute negative drug test result will be required to retest.

(9) There is no discretion by management or operations on who is selected for testing.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

The designated employee representative will officially notify the employee's supervisor of all positive drug and/or alcohol test result. Following a positive drug and/or alcohol test result, the supervisor should confidentially contact the employee and assign work not involving a safety sensitive function until his/her pre-disciplinary meeting. If the employee notifies the supervisor before the designated employee representative calls, accept the information and assign the employee to work not requiring a safety sensitive function and call the current Drug Test Administrator or appointed authority. Following a positive drug and/or alcohol test, a pre-disciplinary meeting will be arranged as soon as possible. The employee should be advised by the supervisor the purpose of the meeting and that he/she is entitled to have union representation present. If the employee is alleged to have violated the, City of Crete's Drug and Alcohol policy the employee will be advised of the requirement to:

- (1) Will be subjected to disciplinary action up to including termination for violation of the drug & alcohol policy.
- (2) If employee retains employment with the City of Crete, the employee will be referred to a Substance Abuse Professional (SAP) for an assessment and evaluation. The (SAP) will evaluate each employee to determine what assistance, the employee needs in resolving problems associated with prohibited drug use and/or alcohol misuse. And to set up a rehabilitation/treatment plan (the employee will be required to sign an acknowledgment of this plan), with the (SAP).
- (3) Upon recommendation of the SAP, pass the "return to duty" drug and alcohol test. Note: a positive test result will be cause for termination with the City of Crete.
- (4) The employee will give the current Drug Test Administrator or appointed authority a check for the cost of the drug and/or alcohol test made payable to the third-party administrator to cover the expense of the return to duty test.
- (5) Be subject to follow-up testing. Note: a positive test result will be cause for termination with the City/County.
- (6) The employee will be required to sign release of information forms by Employee Assistance Program to specified individuals with the City of Crete and third-party administrator.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

The designated employee representative will contact the supervisor when the employee has passed the return to duty test, to set the date the employee can return to work.

Leave Policy: At the conclusion of any disciplinary suspension the employee will request vacation and personal holiday, and at the expiration of his/her vacation, request leave without pay until such time that he/she is released to return to work following a negative drug and/or alcohol test. Should he/she be required to undergo inpatient substance abuse treatment, he/she will be allowed to utilize accrued sick leave until the completion of inpatient treatment.

Release forms: The employee will be required to sign release of information forms by Continuum Employee Assistance Program to specified individuals with the City of Crete and third-party administrator.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

M. POST ACCIDENT TESTING (49 CFR part 382.303)

All covered employees will be required to undergo urine and breath testing if they are involved in an accident with a commercial motor vehicle operating on a public road in commerce that results in a fatality. This includes all surviving covered employees that are operating the vehicle at the time of the accident and any other whose performance cannot be completely discounted as a contributing factor to the accident.

In addition, a post-accident test is also required in an accident in which a vehicle is towed from the scene or in which someone is treated medically away from the scene; **and** a citation is issued to the commercial motor vehicle driver.

(1) As soon as practicable following an accident, as defined in this policy, the supervisor investigating the accident will notify the employee operating the vehicle and all other covered employees whose performance could have contributed to the accident of the need for the test. The supervisor will make the determination using the best information available at the time of the decision. The supervisor is required to complete a FMCSA Post Accident Documentation Form.

(2) The appropriate supervisor shall ensure that an employee, required to be tested under this section, is tested as soon as practicable, but no longer than eight (8) hours of the accident for alcohol, and within 32 hours for drugs. If an alcohol test is not performed within two hours of the accident, the Supervisor must prepare and maintain a record on a Post-Accident Documentation for stating the reason(s) for the delay and forward to the designated employee representative. If the alcohol test is not conducted within (8) eight hours, or the drug test within 32 hours, attempts to conduct the test must cease and the reasons for the failure to test documented and forward to the designated employee representative.

(3) Any covered employee involved in an accident must refrain from alcohol use for eight (8) hours following the accident, or until he/she undergoes a post-accident alcohol test.

(4) An employee who is subject to post-accident testing who fails to remain readily available for such testing, including notifying a supervisor of his or her location if he or she leaves the scene of the accident prior to submission to such test, may be deemed to have refused to submit to testing.

(5) Nothing in this section shall be construed to require the delay of necessary medical attention for the injured following an accident, or to prohibit and 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.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

(6) In the rare event that a safety sensitive employee is unable to perform a drug and alcohol test (i.e., employee is unconscious, employee is detained by law enforcement agency, the City of Crete may use drug and alcohol post-accident test results administered by local law enforcement officials in lieu of the FMCSA test. The local law enforcement officials must have independent authority for the test and the employer must obtain the results in conformance with local law.

(7) A safety sensitive employee who is required to take a post-accident drug test will be considered by the City of Crete as unqualified to work and relieved from duty pending the results of his/her test. A safety sensitive employee may request vacation or personal holiday and at the expiration of vacation, request leave without pay for the time the employee is relieved from duty. A safety sensitive employee whose test results are negative, will be reimbursed for the time. A safety sensitive employee whose test results are positive will not be reimbursed for the time. If the employee is injured, the employee will be placed on injury leave. In accordance with State Worker's Compensation laws, employees who are injured and have a positive drug test or an alcohol test are not entitled to injury leave or other worker's compensation benefits.

(8) In addition to the penalties imposed by DOT, a safety sensitive employee who tests positive for drugs and/or alcohol, who refuses or fails to submit to a post-accident drug and alcohol test as required, who unnecessarily delays reporting to the test site following an accident, or who otherwise fails to comply with the City of Crete's post-accident testing procedures, will be subject to disciplinary action, up to and including termination.

Disqualification:

A driver shall be disqualified by issuance of a letter of disqualification by the State of Nebraska for a period of one year following a refusal to give a urine sample and/or for a positive test of controlled substance use when the safety sensitive employee has been involved in a fatal accident.

In addition to the above requirements of disqualification, any employee refusing to submit to a urine sample shall be cause for discipline up to and including immediate dismissal.

Following the test, the supervisor should drive the employee home from the test site or work site, or contact a family member to take the employee home.

The designated employee representative will officially notify the employee's supervisor of the drug test results.

Following a positive drug result, a pre-disciplinary meeting will be arranged as soon as possible with the supervisor. The employee, who is off duty at home, should be advised by the supervisor the purpose of the meeting and that he/she is entitled to have union representation present.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

If the employee is alleged to have violated the, City of Crete's Drug and Alcohol policy the employee will be advised of the requirement to:

- (1) Will be subjected to disciplinary action up to including termination for violation of the drug & alcohol policy.
- (2) If employee retains employment with the City of Crete, the employee will be referred to a Substance Abuse Professional (SAP) for an assessment and evaluation. The (SAP) will evaluate each employee to determine what assistance, the employee needs in resolving problems associated with prohibited drug use and/or alcohol misuse. And to set up a rehabilitation/treatment plan (the employee will be required to sign an acknowledgment of this plan), with the (SAP).
- (3) Upon recommendation of the SAP, pass the "return to duty" drug and alcohol test. Note: a positive test result will be cause for termination with the City of Crete.
- (4) The employee will give the current Drug Test Administrator or appointed authority a check for the cost of the drug and/or alcohol test made payable to the third-party administrator to cover the expense of the return to duty test. (5) Be subject to follow-up testing. Note: a positive test result will be cause for termination with the City of Crete.
- (6) The employee will be required to sign release of information forms by Employee Assistance Program to specified individuals with the City of Crete and third-party administrator.

Leave Policy: At the conclusion of and disciplinary suspension the employee will request vacation and/or personal holiday, and at the expiration of his/her vacation, request leave without pay until such time that he/she is released to return to work following a negative drug/alcohol test. Should he/she be required to undergo inpatient substance abuse treatment, he/she will be allowed to utilize accrued sick leave until the completion of inpatient treatment.

Release forms: The employee will be required to sign release of information forms by Continuum Employee Assistance Program to specified individuals with the City of Crete and third-party administrator.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

N. REASONABLE SUSPICION TESTING (49 CFR part 382.307)

All safety sensitive covered employees will be subject to a reasonable suspicion drug and alcohol test when there are reasons to believe that the covered employee has used prohibited drug and/or engaged in alcohol misuse. An employer's determination that reasonable suspicion shall be based on specific, contemporaneous, articulable observations concerning the appearance, behavior, speech or body odors of the covered employee. These observations may include indications of the chronic and withdrawal effects of controlled substances. The chronic and withdrawal effects of controlled substances may not be the sole indicator for reasonable suspicion, but may be used in conjunction with other indicators. Reasonable suspicion testing is designed to provide you with a tool to identify affected drivers who, through alcohol or controlled substances misuse, may pose a danger to themselves and others in their performance of safety-sensitive functions. Reasonable suspicion referrals must be made by one supervisor who is trained in the physical, behavioral, speech, and performance indicators of probable alcohol misuse and use of controlled substances. The supervisor is required to complete a Reasonable Suspicion Checklist, with the witness involved and the City Administrator (City Attorney if the City Administrator is unavailable). Supervisor will need to contact human resources to schedule the drug/alcohol test. Failure on the part of the supervisor(s) to accurately document the specified behavior for reasonable suspicion will be subject to disciplinary action up to and including termination. Reasonable suspicion alcohol testing is permissible only if the supervisor's observations are made during, just preceding, or just after the driver is performing safety-sensitive functions or is attempting to perform safety-sensitive functions. In contrast, you may test a driver for controlled substances or alcohol misuse under reasonable suspicion based on observations at any time the driver is on duty.

The supervisor/city representative shall be responsible for transporting the employee to the testing site. Supervisors should avoid placing themselves and/or others into a situation which might endanger the physical safety of those present. The employee shall be placed on administrative leave pending disciplinary action described in Section Q of this policy. An employee who refuses an instruction to submit to a drug/alcohol test shall not be permitted to finish his or her shift and shall immediately be placed on administrative leave pending disciplinary action as specified in Section Q of this policy.

A written record of the observations which led to a drug and alcohol test based on reasonable suspicion shall be prepared and signed by at least one trained supervisor making the observation on a Reasonable Suspicion Observation Checklist (see Appendix). This written record shall be submitted to the Designated Employer Representative in the Personnel Department and shall be attached to the forms reporting the test results.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

When there are no specific, contemporaneous, articulable objective facts that indicate current drug or alcohol use, but the employee (who is not already a participant in a treatment program) admits the abuse of alcohol or other substances to a supervisor in his/her chain of command, the employee shall be referred to the SAP for an assessment. The City of Crete shall place the employee on administrative leave in accordance with the provisions set forth under Section Q of this policy. Testing in this circumstance would be performed under the direct authority of the City of Crete. Since the employee self-referred to management, testing under this circumstance would not be considered a violation of this policy or a positive test result under Federal authority. However, self-referral does not exempt the covered employee from testing under Federal authority as specified in Sections L through N of this policy or the associated consequences as specified in Section Q.

The City of Crete will also attempt to contact the safety sensitive employee's spouse, another member of the family, or another person designated by the safety sensitive employee, in order to make arrangements for transporting the safety sensitive employee to his/her home after the test is completed. In the event that the City of Crete is unable to contact the safety sensitive employee's spouse, family member or another designated person, the City of Crete will make arrangements for transporting the safety sensitive employee home.

If the safety sensitive employee rejects the City of Crete efforts in this regard and instead insists on driving his/her personal vehicle, the City of Crete reserves the right to take whatever means are appropriate to prevent this, including contacting appropriate law enforcement, or the designated employee representative and imposing disciplinary action, up to and including termination. A safety sensitive employee who is required to take a reasonable suspicion drug test will be considered by the City of Crete as unqualified to work and removed from safety-sensitive duties pending the results of his/her drug and alcohol test.

A safety sensitive employee may request vacation or personal holiday and at the expiration of vacation, request leave without pay for the time the employee is relieved from duty. A safety sensitive employee whose test results are negative will be reimbursed for the time. A safety sensitive employee whose test results are positive will not be reimbursed for the time. The employee is not eligible to use sick leave while he/she is relieved from duty, awaiting test results.

Following a positive drug and/or alcohol test result, a pre-disciplinary meeting will be arranged as soon as possible by the supervisor. The employee, who is off duty at home, should be advised by the supervisor the purpose of the meeting and that he/she is entitled to have union representation present.

If the employee is alleged to have violated the, City of Crete's Drug and Alcohol policy the employee will be advised of the requirement to:

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

- (1) Will be subjected to disciplinary action up to including termination for violation of the drug & alcohol policy.
- (2) If employee retains employment with the City of Crete, the employee will be referred to a Substance Abuse Professional (SAP) for an assessment and evaluation. The (SAP) will evaluate each employee to determine what assistance, the employee needs in resolving problems associated with prohibited drug use and/or alcohol misuse. And to set up a rehabilitation/treatment plan (the employee will be required to sign an acknowledgment of this plan), with the (SAP).
- (3) Upon recommendation of the SAP, pass the "return to duty" drug and/or alcohol test. Note: a positive test result will be cause for termination with the City of Crete.
- (4) The employee will give the current Drug Test Administrator or appointed authority a check for the cost of the drug and/or alcohol test made payable to the third-party administrator to cover the expense of the return to duty test.
- (5) Be subject to follow-up testing. Note: a positive test result will be cause for termination with the City of Crete.
- (6) The employee will be required to sign release of information forms by Employee Assistance Program to specified individuals with the City of Crete and third-party administrator.

In addition to the penalties imposed by DOT, a safety sensitive employee whose reasonable suspicion test is positive, or who fails or refuses to submit to a reasonable suspicion test when directed to do so by the City of Crete, will be subject to disciplinary action, up to and including termination. An employee with a dilute negative test result will be required to retest.

The designated employee representative will contact the supervisor when the employee has passed the return to duty drug and alcohol test, to set the date the employee can return to work.

Leave Policy: At the conclusion of any disciplinary suspension the employee will request vacation and/or personal holiday, and at the expiration of his/her vacation, request leave without pay until such time that he/she is released to return to work following a negative drug/alcohol test. Should he/she be required to undergo inpatient substance abuse treatment, he/she will be allowed to utilize accrued sick leave until the completion of inpatient treatment.

Release forms: The employee will be required to sign release of information forms by Continuum Employee Assistance Program to specified individuals with the City of Crete and third-party administrator.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

O. RETURN TO DUTY TESTING (49 CFR part 382.309)

All covered employees who previously tested positive on a drug and/or alcohol test or refused a test, must test negative for drugs, and alcohol (below 0.02 for alcohol), and be evaluated and released by the Substance Abuse Professional before returning to work. For an initial positive drug and/or alcohol test a Return-to-Duty drug and/or alcohol test is required. Following the initial assessment, the SAP will recommend a course of rehabilitation unique to the individual. The SAP will recommend the return-to-duty test only when the employee has successfully completed the treatment requirement and is known to be drug and alcohol free and there is no undo concerns for public safety. An employee who fails a return to duty test will be subject to termination. An employee with a dilute negative test result will be required to retest.

When the employee is ready to take the return to duty and/or alcohol drug test the individual will call the current Drug Test Administrator or appointed authority to arrange the appointment with the collection service. The designated employee representative will then talk to the Substance Abuse Professional to verify that the individual is in compliance with the policy. The employee will write a check payable to third party administrator in the amount of the cost of the drug and alcohol test and take it to the current Drug Test Administrator or appointed authority.

The designated employee representative will give the employee an appointment form to take to the collection site. The designated employee representative will call the supervisor after notification of the passed test and determine when and where the employee should report to work. An employee with a dilute negative test result will be required to retest.

The designated employee representative will officially notify the employee's supervisor and the employee of a failed drug test. A pre-disciplinary meeting will be arranged as soon as possible with the department head to discuss disciplinary action up to and including termination of the individual from City of Crete employment. The employee should be advised by the supervisor the purpose of the meeting and that he/she is entitled to have union representation present.

The employee will report to the meeting where he/she will discuss possible termination from his/her City of Crete position. The employee will be advised about resources to treat substance abuse.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

P. FOLLOW-UP TESTING (49 CFR part 382.311)

Covered employees will be required to undergo frequent, unannounced drug and alcohol testing following their return-to-duty. The follow-up testing will be performed for a period of one to five years with a minimum of six tests to be performed the first year. The frequency and duration of the follow-up tests (beyond the minimums) will be determined by the SAP reflecting the SAP's assessment of the employee's unique situation and recovery progress. Follow-up testing should be frequent enough to deter and/or detect a relapse. Follow-up testing is separate and in addition to the random, post-accident, reasonable suspicion and return-to-duty testing. An employee with a dilute negative test result will be required to retest. An employee who fails a follow up drug and/or alcohol test is subject to termination.

Following a positive drug and/or alcohol test result, the supervisor should confidentially contact the employee and assign work not involving a safety sensitive function until his/her pre-disciplinary meeting. If the employee notifies the supervisor before the designated employee representative calls, accept the information and assign the employee to work not requiring a safety sensitive function and call the current Drug Testing Administrator or Designated Employer Representative (DER).

A pre-disciplinary meeting will be arranged as soon as possible to discuss disciplinary action up to and including termination of the individual from City of Crete employment. The employee should be advised by the supervisor the purpose of the meeting and that he/she is entitled to have union representation present.

The employee will report to the meeting where he/she will discuss possible termination from his/her City of Crete position. The employee will be advised about resources to treat substance abuse.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Q. RESULT OF DRUG/ALCOHOL TEST

Any covered employee that has a verified a) positive drug test; b) adulterated or substituted drug test; c) receives an alcohol test result of 0.04 or higher will be immediately removed from his/her safety-sensitive position.

For the first instance of a verified positive drug and/or alcohol (> or equal to 0.04 BAC) test including a refusal to test because of an adulterated or substituted sample result submitted under the random, reasonable suspicion, post-accident, return-to-duty, or follow-up drug and/or alcohol test will have a pre-disciplinary meeting arranged as soon as possible. The employee who is off duty at home, should be advised by the supervisor the purpose of the meeting and that he/she is entitled to have union representation present.

If the employee is alleged to have violated the, City of Crete's Drug and Alcohol policy the employee will be advised of the requirement to:

(1) Immediately after receiving notice of a verified positive drug test result, a confirmed alcohol test result; or a test refusal, the City of Crete's Drug and Alcohol Program Manager or Designated Employee Representative will contact the employee's supervisor to have the employee cease performing any safety-sensitive function.

(2) Will be subjected to disciplinary action up to including termination for violation of the drug & alcohol policy.

(3) If employee retains employment with the City of Crete, the employee will be referred to a Substance Abuse Professional (SAP) for an assessment and evaluation. The (SAP) will evaluate each employee to determine what assistance, the employee needs in resolving problems associated with prohibited drug use and/or alcohol misuse. And to set up a rehabilitation/treatment plan (the employee will be required to sign an acknowledgment of this plan), with the (SAP).

(4) Upon recommendation of the SAP, pass the "return to duty" drug and alcohol test. Note: a positive test result will be cause for termination with the City of Crete.

(5) The employee will give the current Drug Test Administrator or appointed authority a check for the cost of the drug and/or alcohol test made payable to the third-party administrator to cover the expense of the return to duty test.

(6) Be subject to follow-up testing. Note: a positive test result will be cause for termination with the City of Crete.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

(7) The employee will be required to sign release of information forms by Employee Assistance Program to specified individuals with the City of Crete and third-party administrator.

The designated employee representative will contact the supervisor when the employee has passed the return to duty drug and alcohol test, to set the date the employee can return to work.

Leave Policy: At the conclusion of any disciplinary suspension the employee will request vacation and personal holiday, and at the expiration of his/her vacation, request leave without pay until such time that he/she is released to return to work following a negative drug and/or alcohol test. Should he/she be required to undergo inpatient substance abuse treatment, he/she will be allowed to utilize accrued sick leave until the completion of inpatient treatment.

Refusal to submit to a drug and/or alcohol test carries the same consequences as a positive test result, but it is considered and reported as a refusal test and is a direct act of insubordination and could result in termination. A test refusal includes the following circumstances.

(1) A covered employee who consumes alcohol within eight (8) hours following involvement in an accident without first having submitted to post-accident drug/alcohol tests.

(2) A covered employee who leaves the scene of an accident without a legitimate explanation prior to submission to drug/alcohol tests.

(3) A covered employee who is suspected of providing false information in connection with a drug test.

(4) A covered employee who provides an insufficient volume of urine specimen or breath sample without a valid medical explanation. The medical evaluation shall take place within 5 days of the initial test attempt.

(5) A verbal or written declaration, obstructive behavior, or physical absence resulting in the inability to conduct the test within the specified time frame.

(6) A covered employee whose urine sample has been verified by the MRO as substitute or adulterated.

(7) A covered employee fails to appear for any test within a reasonable time, as determined by the employer, after being directed to do so by the employer.

(8) A covered employee fails to remain at the testing site until the testing process is complete;

(9) A covered employee fails to provide a urine specimen for any drug test required by Part 40 of DOT agency regulations.

(10) A covered employee fails to permit the observation of monitoring of a specimen collection.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

(11) A covered employee fails or declines to take a second test the employer or collector has directed you to take.

(12) A covered employee fails to undergo a medical examination or evaluation, as directed by the MRO as part of the verification process, or as directed by the DER as part of the shy bladder or shy lung procedures.

(13) A covered employee fails to cooperate with any part of the testing process (e.g., refuse to empty pockets when so directed by the collector, behave in a confrontational way that disrupts the collection process).

(14) Failure to sign Step 2 of the Alcohol Testing form.

The second instance of a verified positive drug and/or alcohol (>or equal to 0.04 BAC) test including a refusal to test because of an adulterated or substituted sample result submitted under the random, reasonable suspicion, post-accident, return-to-duty, or follow-up drug/alcohol test provisions herein shall be subject to termination from City of Crete employment.

An alcohol test result of 0.02 to 0.039 BAC shall result in the removal of the employee from duty for eight hours or the remainder of the work day whichever is longer. The employee will not be allowed to return to safety-sensitive duty until (1) The employee's alcohol concentration measures less than 0.02; or (2) The start of the employee's next regular scheduled duty period, but not less than eight hours following administration of the test. *If the employee has an alcohol test result of 0.02 to 0.039 two or more times within a six-month period, the employee will be removed from duty and referred to the SAP for assessment and treatment consistent with this policy.*

The cost of any treatment or rehabilitation services will be paid directly by the employee or their insurance provider. The employee will be permitted to take accrued sick leave or administrative leave to participate in the SAP prescribed inpatient treatment program. If the employee has insufficient accrued leave, the employee shall be placed on leave without pay until the SAP has determined that the employee has successfully completed the required treatment program and released him/her to return-to-duty. Any leave taken, may be considered leave taken under the Family and Medical Leave Act.

In the instance of a self-referral or a management referral, for substance abuse, the following conditions of employment apply:

(1) Mandatory referral to a Substance Abuse Professional for assessment, formulation of a treatment plan, and execution of a return-to-work agreement;

(2) Failure to execute, or remain compliant with the return-to-work agreement, the employee is subject to termination from City of Crete employment. *Compliance with the return-to-work

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

agreement means that the employee has submitted to a drug/alcohol test immediately prior to returning to work; the result of that test is negative; in the judgment of the SAP the employee is cooperating with his/her SAP recommended treatment program; and, the employee has agreed to periodic unannounced follow-up testing as defined in this policy.

(3) Refusal to submit to a periodic unannounced follow-up drug/alcohol test shall be considered a direct act of insubordination and shall be subject to termination;

(4) A self-referral or management referral to the SAP that was not precipitated by a positive test result does not constitute a violation of the Federal regulations. However, employee is subject to the Non-Dot policies.

(5) Periodic unannounced follow-up drug/alcohol test conducted as a result of a self-referral or management referral which results in a verified positive shall be considered a positive test result in relation to the progressive discipline defined in the Non-DOT Drug and Alcohol policy.

(6) A voluntary Referral does not shield an employee from disciplinary action or guarantee employment with the City of Crete.

(7) A voluntary Referral does not shield an employee from the requirement to comply with drug and alcohol testing.

8) Failure of an employee to report within five days a criminal drug statute conviction for a violation occurring in the workplace shall be subject to termination.

R. GRIEVANCE AND APPEAL

The consequences specified by 49 CFR Part 40 & Part 382 for a positive test or test refusal are not subject to arbitration.

S. PROPER APPLICATION OF THE POLICY

The City of Crete is dedicated to assuring fair and equitable application of this substance abuse policy. Therefore supervisors/managers are required to use and apply all aspects of this policy in an unbiased and impartial manner. Any supervisor/manager who knowingly disregards the requirements of this policy, or who is found to deliberately misuse the policy in regard to subordinates, shall be subject to disciplinary action, up to and including termination.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

T. INFORMATION DISCLOSURE (49 CFR part 382.405)

Drug and alcohol testing records shall be maintained by the City of Crete's Drug and Alcohol Administrator, Program Manager and Designated Employer Representative, except as provided below or by law, the results of any drug/alcohol test shall not be disclosed without express written consent of the tested employee.

(1) The employee, upon written request, is entitled to obtain copies of any records pertaining to their use of prohibited drugs or misuse of alcohol including any drug or alcohol testing records. Covered employees have the right to gain access to any pertinent records such as equipment calibration records, and records of laboratory certifications. Employees may not have access to SAP referrals and follow-up testing plans.

(2) Records of a verified positive drug and alcohol test result shall be released to the Drug and Alcohol Program Administrator, Drug and Alcohol Program Manager, Designated Employer Representative, and Department Supervisor on a need-to-know basis.

(3) Records will be released to a subsequent employer only upon receipt of a written request from the employee.

(4) Records of an employee's drug/alcohol tests shall be released to the adjudicator in a grievance, lawsuit, or other proceeding initiated by or on behalf of the tested individual arising from the results of the drug/alcohol test. The records will be released to the decision maker in the preceding. The information will only be released with binding stipulation from the decision maker will make it available only to parties in the preceding.

(5) Records will be release to the National Transportation Safety Board during an accident investigation.

(6) Records will be release to the DOT or any DOT agency with regulatory authority over the employer or any of its employees.

(7) Records will be released if request by a Federal, state or local safety agency with regulatory authority over the City of Crete or the employee.

(8) If a party seeks a court order to release a specimen or part of a specimen contrary to any provision of Part 40 & Part 382 as amended necessary legal steps to contest the issuance of the order will be taken.

(9) In cases of a contractor or sub-recipient of a state department of transportation, records will be released when requested by such agencies that must certify compliance with the regulation to the FMCSA.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

U. RECORD KEEPING (49 CFR part 382.401)

Each individual's record of testing and results under this policy will be maintained private and confidential. The City of Crete will keep the following records for the periods specified. The person responsible for maintaining the records kept within the City of Crete will be maintained in locked containers or in a secure location by the Program Administrator.

- (1) Records that demonstrate the collection process conforms to 49 CFR will be kept for two years.
- (2) Records of employee drug and alcohol test results that show employees who failed or refused a drug and/or alcohol test, and the type of test failed, if any, will be kept for a minimum of 5 years, and include the following information:
 - (a) The functions performed by each employee who fails the drug test.
 - (b) The prohibited drugs which were used by each employee who fails the drug test.
 - (c) The disposition of each employee who fails the drug test (e.g. termination, rehabilitation, leave without pay, etc.).
 - (d) Documentation that supports the MRO's determinations.
 - (e) Records that demonstrate rehabilitation will also include the MRO's determination.
- (3) Records of employee drug and alcohol test results that show employees passed the test will be kept for a minimum of one year.
- (4) A record of the number of employees tested by type of test will be kept for a minimum of 5 years.
- (5) Records confirming that supervisors and employees have been trained as required by this policy will be kept for a minimum of 2 years. Training records will include copies of all training materials. These records will be maintained by the City of Crete Program Administrator.
- (6) Calibration documentation of evidentiary breath testing devices will be kept for a minimum of 5 years.
- (7) SAP evaluations and referrals of employees for drug abuse and/or alcohol misuse will be kept for a minimum of 5 years at Continuum Employee Assistance.
- (8) Employee compliance with recommendations of the SAP for drug use and/or alcohol misuse, including results of return to duty and follow-up testing will be kept for 5 years.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

V. QUALITY ASSURANCE MONITORING PLAN

(1) Third Party Administrator: The City of Crete will perform a site visit to third party administrator once every two years, to monitor compliance with the drug and alcohol program requirements.

(2) Contractors: The City of Crete will maintain a copy of all contractors drug and alcohol program policies and will annually meet with all contractors to monitor compliance with the drug and alcohol program requirements.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

W. SPECIMEN COLLECTION PROCEDURES

The collection site will provide:

- An enclosure for urinating in private.
- A toilet or receptacle large enough to contain a complete void.
- A source for washing hands.
- A suitable surface for writing.

A Federal drug testing custody and control form will be used for collection and a split sample taken.

The collection site will be secure to prevent unauthorized access during the collection process. The specimen will be kept in sight of the donor and collection site person until sealed and ready for shipment. Employees are required to have individual privacy when providing a specimen except when:

- (1) The employee presents a specimen that is outside the accepted temperature range.
- (2) The collector observes the employee attempting to adulterate or substitute the specimen or detects an obvious smell, color, or any obvious form of adulteration.
- (3) The employee previously had a verified positive.

Specific procedures will be followed during collection of the specimen, including:

- (1) Positive ID of the donor.
- (2) Removal of outer garments only (coat jackets) - employees will not be required to undress or wear a hospital or other examination gown.
- (3) Wash hands prior to collection of specimen.
- (4) Water sources in the collection site enclosure must be secured.
- (5) Bluing agent must be added to the toilet tank and bowl.
- (6) Select, or allow the employee to select, an individually wrapped or sealed collection container from collection kit materials. Either you or the employee, with both of you present, must unwrap or break the seal of the collection container. You must not unwrap or break the seal on any specimen bottle at this time.
- (7) Collector remains outside the enclosure.
- (8) Donor may flush toilet only after releasing specimen to collector.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

(9) The specimen should contain at least 45ml of urine.

Upon receiving the specimen from the individual, the collection site person shall determine if it contains at least 45 milliliters of urine to be split in two containers, one with 30ml and one with 15ml. If the individual is unable to provide 45 milliliters of urine, the collection site person shall direct the individual to drink not more than 40 ounces of fluids for up to three hours and again attempt to provide a complete sample using a fresh specimen bottle. The original specimen shall be discarded.

If the employee cannot provide a complete sample within the up to 3-hour period, then the employer's MRO shall refer the individual for a medical evaluation to develop pertinent information concerning whether the individual's inability to provide a specimen is genuine or constitutes a refusal to provide a specimen. Upon completion of the examination, the MRO shall report his or her conclusions to the employer in writing.

The collector must measure the temperature of the specimen within four minutes after collection, and inspect the specimen for color and unusual signs of contamination.

Collector and donor must complete the collection process together, including:

- (1) Sealing and labeling of the specimen bottle.
- (2) Donor initialing the bottle label or seal.
- (3) Signing and dating of a DOT custody and control form. The inadvertent use of a non-DOT Drug Test custody and control form will not invalidate the process if the Medical Review Officer determines that the form meets the chain of custody requirements.

Collector must prepare specimens for shipment. The chain-of-custody form is sealed with the specimen bottle in a tamper evident bag when shipped to the laboratory. A split specimen is obtained when urine from a single void is divided into two bottles. The first or primary specimen must contain at least 30ml of urine; the second or split specimen contains the remainder of urine up to 15ml. All procedures and documentation must be carried out for the split specimen.

In the event that primary specimen is verified as positive, the safety sensitive employee will be notified by the City of Crete's MRO of the positive test and given the option to have the second bottle sent to a different DHHS approved laboratory for analysis. To exercise this option, the safety sensitive employee must advise the City of Crete's MRO within 72 hours of being told that the primary specimen was a confirmed positive. The employee will be required to submit a check to the appropriate City of Crete representative for the cost of the test to pay for the split retest. Pending the outcome of the additional analysis, the safety sensitive

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

employee is considered to have tested positive to a DOT drug test. The split specimen, if tested, is only tested by GC/MS to confirm the presence of the drug(s) found in the primary specimen.

Except for the use of *methadone and medications containing alcohol*, nothing in this policy prohibits a safety sensitive employee's use of a medication legally prescribed by a licensed physician: (i) who is familiar with the safety sensitive employee's medical history and specific safety-sensitive duties, and (ii) who has advised the safety sensitive employee that the prescribed medication will not adversely affect the safety sensitive employee's ability to operate a motor vehicle safely. Medications prescribed for someone other than the safety sensitive employee, however, will not be considered lawfully used when taken by the safety sensitive employee under any circumstances.

Before being tested for drugs, safety sensitive employees may list on their copy of the chain-of-custody form, any prescription and non-prescription medications being lawfully used by that safety sensitive employee at that time. This list will remind the safety sensitive employee of any medications being taken at the time of the collection, in the event of an MRO interview. A "positive" drug test may be declared "negative" by the City of Crete's MRO, if the safety sensitive employee can provide the MRO with clear and convincing evidence that the drug that was used was prescribed by a licensed physician. The determination of this will be made by the City of Crete's MRO.

Split specimens will be tested for adulterants any time the split specimen test is unable to reconfirm the positive result from the primary specimen's analysis. If adulterants are found in either specimen, the information must be documented on the Federal Custody and Control Form and reported as a "Refusal to Test" to the employer. If no adulterant is found in the split, and the second laboratory is unable to reconfirm the presence of the drug/metabolite in the split specimen, both the primary and the split tests must be canceled. If the split sample is clearly negative for the five drugs being tested, the employee will be reimbursed for the cost of the tests.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

X. MEDICAL REVIEW OFFICER (MRO)

The MRO for the City of Crete is a licensed physician (medical doctor or doctor of osteopathy) responsible for receiving laboratory results generated by an employer's drug testing program who has knowledge of substance abuse disorders and has appropriate medical training to interpret and evaluate an individual's confirmed positive test result together with his or her medical history and any other relevant biomedical information.

According to the DOT regulations the following is a list of the MRO's specific responsibilities:

- Receive negative and positive confirmed results from the laboratory.
- Request, if needed, a quantitative description of test results.
- Receives a certified copy of the original chain of custody.
- Review and interpret positive test results.
- Inform the tested individual and provide test results.
- Conduct a medical interview with the tested individual.
- Review the individual's medical history, or any other relevant biomedical factors.
- Give the individual an opportunity to discuss test results, to determine if there is a legitimate medical reason for a confirmed positive test result.
- If necessary, order a re-analysis of the original sample in a certified laboratory.
- Consult with others if questions of accuracy arise.
- Consult with laboratory officials.
- Reject urinalysis results that do not comply with the mandatory guidelines.
- Report presence of an adulterant in a primary specimen immediately to the employer, not the employee. The identification of an adulterant in the primary specimen constitutes a test refusal.
- You must verify a confirmed positive test result for opiates only if you determine that there is clinical evidence, in addition to the urine test, of unauthorized use of any opium, opiate, or opium derivative (i.e. morphine, heroin, or co-dine).
- Determine whether a result is scientifically sufficient, if not, the test is concluded as a negative for that employee.
- Determine whether a result is consistent with legal drug use.
- Forward results of verified positive tests to the City of Crete

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

- If there is no legitimate medical reason for a confirmed positive test, the MRO reports the test as positive to the designated employee representative.
- As an employee, when the Medical Review Officer has notified you that you have a verified positive drug test or refusal to test because of adulteration or substitution, you have 72 hours from the time of notification to request a test of the split specimen. The request may be verbal or in writing. The expense for this test is solely the responsibility of the employee, unless the test is negative. At that time, the City of Crete will reimburse the employee for their expenses incurred in this test. The City of Crete may seek payment or reimbursement of all or part of the cost of the split specimen from the employee.
- Advise the City of Crete of any employee taking a drug or medication, whether or not prescribed by a physician, which may adversely affect the employee's ability to perform work in a safe or productive manner. The employee's department head after considering medical recommendations then will determine whether the employee can remain at work and whether any work restrictions will be necessary.

If the MRO is unable to contact the employee to confirm a positive test result, the MRO will take the following steps.

- If after making all reasonable efforts and documenting them, the MRO is unable to reach the individual directly, the MRO shall contact either the plan administrator (designated management official and/or designee of the City of Crete) who shall direct the individual to contact the MRO as soon as possible. If it becomes necessary to reach the individual through the designated management official, the designated management official shall employ procedures that ensure, to the maximum extent practicable, the requirement that the employee contact the MRO is held in confidence.

- If, after making all reasonable efforts, the designated management official is unable to contact the employee, the City/County may place the employee on leave without pay.

- The MRO may communicate a verification to the Plan Administrator of a test as positive without having communicated directly with the employee about the test, in four circumstances:

- (1) The employee expressly declines the opportunity to discuss the test;
- (2) The designated employer representative has successfully made and documented a contact with the employee and instructed the employee to contact the MRO and more than 72 hours have passed since the time the designated employee representative contacted the employee;

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

- (3) If neither the MRO or designated employee representative, after making and documenting all reasonable efforts, has been unable to contact the employee within 10 days of the date on which the MRO receives the laboratory result; or
- (4) Other circumstances provided for in DOT agency drug testing regulations.

If a test is verified positive under the circumstances specified above, the employee may present to the MRO information documenting that serious illness, injury, or other circumstances unavoidable, prevented the employee from timely contacting the MRO. The MRO, on the basis of such information, may reopen the verification, allowing the employee to present information concerning a legitimate medical explanation for the confirmed positive test result. If the MRO concludes that there is a legitimate medical explanation, the MRO declares the test to be negative.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Alcohol Fact Sheet

Alcohol is a drug that has been consumed throughout the world for centuries. It is considered a recreational beverage when consumed in moderation for enjoyment and relaxation during social gatherings. However, when consumed primarily for its physical and mood-altering effects, it is a substance of abuse. As a depressant, it slows down physical responses and progressively impairs mental functions.

Description

- **Generic/Chemical Names (Representative):** Beer (about 4.5 percent alcohol), wine (about 14 to 20 percent alcohol), distilled spirits or liquor (about 50 percent alcohol).
- **Alternative Sources:** After-shave lotion, cough medicine, antiseptic mouthwash, vanilla extract, disinfectant, room deodorizer fluid, cologne, breath sprays, shaving creams, rubbing alcohol.
- **Common Street Names:** Booze, juice, brew, grain, shine, hooch.
- **Distinguishing Characteristics:** Pure ethanol (sold in some States as "grain alcohol") is a colorless liquid with a distinctive odor and taste. It has a cooling effect when rubbed on the skin. Most commonly, however, alcohol is consumed as the component of another beverage, and grain alcohol itself is normally diluted with juices or other soft drinks by the consumer. Depending upon the concentration of alcohol in the beverage, the aroma of alcohol may serve as an indicator of the presence of alcohol in a beverage. Since the sale and distribution of all products containing more than a trace amount of ethanol are regulated by Federal and State governments, the best guide to whether a specific beverage contains alcohol will be label information if the original container is available.
- **Paraphernalia:** Liquor, wine, after-shave, or cough medicine bottles; drinking glasses; cans of alcohol-containing beverages; can and bottle openers. Paper bags are sometimes used to conceal the container while the drink is being consumed.
- **Method of Intake:** Alcohol is consumed by mouth. It is infrequently consumed as pure (grain) alcohol. It is, however, frequently consumed in the form in which it is sold (e.g., cans of beer, "straight" liquor, glasses of wine). Alcohol is often consumed in combination with other beverages ("mixers"), either to make it more palatable or to disguise from others that alcohol is being consumed.
- **Duration of Single Dose Effect:** Alcohol is fully absorbed into the bloodstream within 30 minutes to 2 hours, depending upon the beverage consumed and associated food intake. The

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

body can metabolize about one quarter of an ounce (0.25 oz. roughly half the amount in a can of beer) of alcohol per hour.

The effects of alcohol on behavior (including driving behavior) vary with the individual and with the concentration of alcohol in the individual's blood. The level of alcohol achieved in the blood depends in large part (although not exclusively) upon the amount of alcohol consumed and the time period over which it was consumed. One rule of thumb says that in a 150-pound person, each drink adds 0.02% to blood alcohol concentration and each hour that passes removes 0.01 percent from it.

Generally speaking, alcohol is absorbed into the blood relatively quickly and metabolized more slowly. Therefore, the potential exists for alcohol concentrations to build steadily throughout a drinking session. The table below shows some general effects of varying levels of BAC:

<u>BAC</u>	<u>Behavioral Effects</u>
0.02-0.09%	Loss of muscular coordination, impaired senses, changes in mood and personality
0.10-0.19%	Marked mental impairment, further loss of coordination, prolonged reaction time
0.20-0.29%	Nausea, vomiting, double vision
0.30-0.39%	Hypothermia, blackouts, anesthesia
0.40-0.70%	Coma, respiratory failure, death

• **Detection Time:** The detection time for alcohol depends upon the maximum level of BAC achieved and varies by individual. Since under FMCSA regulations alcohol concentrations as low as 0.02 percent (under DOT testing procedures, breath alcohol concentration is used as a proxy for BAC) require employer action, and current technology can reliably detect this level, a driver who had achieved a moderate level of intoxication (i.e., 0.08 percent BAC) would be detectable approximately 8 hours after achieving that level. (Note: this is detectability after achieving this level and not after commencing or stopping drinking.)

• **Dependency Level:** The chronic use of alcohol can produce dependence in some individuals manifested by craving, withdrawal, and tolerance. Despite the fact that many individuals consume alcoholic beverages (more than 90 percent of Americans at some point during their lives), relatively few of them (only about 10 percent of drinkers) develop psychological and physical dependency on it.

Signs and Symptoms of Use

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

- **Evidence of Presence of Alcohol:** Bottles, cans, and other containers which alcohol-containing beverages may have been purchased and/or consumed in; bottle caps from alcohol containers; bottle or can openers; drivers drinking from paper bags; odor of alcohol on containers or on driver's breath.
- **Physical Symptoms:** Reduction of reflexes, slurred speech, loss of coordination, unsteady gait.
- **Behavioral Symptoms:** Increased talkativeness, reduced emotional control, distorted judgment, impaired driving ability, gross effects on thinking and memory.

Effects of Alcohol on the Individual

Physical Health Effects

- The liver is the primary site of alcohol metabolism and can be severely affected by heavy alcohol use. The three primary dangers are fatty liver, alcoholic hepatitis, and cirrhosis.
- Heavy alcohol use can also severely affect the gastrointestinal tract, contributing to inflammation of the esophagus, exacerbating peptic ulcers, and causing acute and chronic pancreatitis. It interferes with the absorption of nutrients from food and contributes to malnutrition.
- Heavy alcohol use affects the heart and vascular system, contributing to heart attacks, hypertension, and strokes.
- Either because of direct action or indirectly through the malnutrition, liver disease, and other effects it causes, alcohol depresses immune system functioning and increases the likelihood of infection.
- There is considerable evidence that alcohol abuse is associated with the incidence of cancer, particularly cancers of the liver, esophagus, nasopharynx, and larynx.
- Heavy alcohol consumption causes brain damage, manifested through dementia, blackouts, seizures, hallucinations, and peripheral neuropathy.

Other Health Effects

- In addition to having direct health effects through physiological changes in the drinker's body, alcohol contributes significantly to health problems indirectly. While most of the medical consequences of alcohol use listed above result from chronic use, these other effects can often result from a single episode of acute use:

One half of all traffic accident fatalities are alcohol-related.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

The risk of a traffic fatality per mile driven is at least eight times higher for a drunk driver than for a sober one.

Falls are the most common cause of nonfatal injuries in the U.S. and the second-most common cause of fatal accidents. Estimates of the involvement of alcohol in these falls range from 20 to 80 percent. A BAC between 0.05 and 0.10 percent increases the likelihood of a fall by three times. Between 0.10 and 0.15 percent, it increases by a factor of 10, and above 0.16 percent it increases by a factor of 60.

Research indicates over 60 percent of those dying in non-vehicular fires (fourth leading cause of accidental death in the United States) have BACs over 0.10 percent. Approximately 38 percent of those drowning (third leading cause of accidental death in the United States) have been exposed to alcohol at the time of their deaths.

Between 20 and 36 percent of suicide victims have a history of alcohol abuse or were drinking shortly before their suicides.

Alcohol also plays a significant role in crime and family violence, including spousal and child abuse.

Effects on Driver Performance

The statistics reported above make it clear that alcohol can have a devastating effect on driver performance. By affecting vision, reflexes, coordination, emotions, aggressiveness, and judgment, alcohol deprives the professional driver of most of the tools he or she relies upon to perform safely.

Hangovers also present a risk to driving behavior, as would other illnesses. The sick feeling associated with hangovers, including headaches, nausea, and other symptoms, can distract a driver's attention and lead to accidents even though alcohol may no longer be detectable in the body.

Overdose Effects

- Unconsciousness, coma, death.

Withdrawal Syndrome

Repeated use of alcohol results in tolerance, with increasing consumption necessary to attain its characteristic effects. Alcohol at a given blood level produces less impairment in heavy drinkers than it does in lighter drinkers. Alcohol is toxic by itself and, coupled with the malnutrition common in alcoholics, can lead to kidney disease, deterioration of mental faculties, and psychotic episodes (the "DTs") if the alcohol is withdrawn. The DTs are characterized by hallucinations and extreme fear, and their presence are a clear indication of alcohol dependence. Withdrawal and the associated DTs can be fatal.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

References

Blum, Kenneth, "Handbook of Abusable Drugs," NY, Gardner Press, 1984.

Department of Health and Human Services, "Alcohol and Health: 7th Special Report to the U.S. Congress," Washington, DC, 1990

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Amphetamine Fact Sheet

Amphetamines are central nervous system stimulants that speed up the mind and body. The physical sense of energy at lower doses and the mental exhilaration at higher doses are the reasons for their abuse. Although widely prescribed at one time for weight reduction and mood elevation, the legal use of amphetamines is now limited to a very narrow range of medical conditions. Most amphetamines that are abused are illegally manufactured in foreign countries and smuggled into the United States or clandestinely manufactured in crude laboratories.

Description

- **Generic/Chemical Names:** Include amphetamine and methamphetamine. Trade names include: Desoxyn, Dexapex, Fastin, Vasotilin, Dexedrine, Delcobese, Fetamine, Obetrol.
- **Common Street Names:** Uppers, speed, bennies, crystal, black beauties, Christmas trees, white crosses, mollies, bam, crank, meth, ice, LA ice.
- **Distinguishing Characteristics:** In their pure form, amphetamines are yellowish crystals. They are manufactured in a variety of forms, including pill, capsule, tablet, powder, and liquid. Amphetamine ("speed") is sold in counterfeit capsules or as white, flat, double-scored "mini bennies." Methamphetamine is often sold as a creamy white, granular powder or in lumps wrapped in aluminum foil or sealable plastic bags.
- **Paraphernalia:** Needles, syringes, and rubber tubing for tourniquets, used for the injection method.
- **Method of Intake:** The most common forms of amphetamines are pills, tablets, or capsules, which are ingested. The less frequent forms, liquid and powder, are injected or snorted.
- **Duration of Single Dose Effect:** 2 to 4 hours.
- **Detection Time:** 1 to 2 days after use.
- **Dependency Level:** Psychological dependence on amphetamines is known to be high. Physical dependence is possible. Signs and Symptoms of Use
- **Evidence of Presence of Amphetamines:** Most frequently: pills capsules, or tablets; envelopes, bags, vials for storing the drug; less frequently: syringes, needles, tourniquets.
- **Physical Symptoms:** Dilated pupils, sweating, increased blood pressure, palpitations, rapid heartbeat, dizziness, decreased appetite, dry mouth, headaches, blurred vision, insomnia, high fever (depending on the level of the dose).

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

- **Behavioral Symptoms:** Confusion, panic, talkativeness, hallucinations, restlessness, anxiety, moodiness, false sense of confidence and power; "amphetamine psychosis" which might result from extended use (see health effects).

Effects of Amphetamine Use on the Individual

Physical Health Effects

- Regular use produces strong psychological dependence and increasing tolerance to drug.
- High doses may cause toxic psychosis resembling schizophrenia.
- Intoxication may induce a heart attack or stroke due to spiking of blood pressure.
- Chronic use may cause heart and brain damage due to severe constriction of capillary blood vessels.
- The euphoric stimulation increases impulsive and risk-taking behaviors, including bizarre and violent acts.
- Long-term heavy use can lead to malnutrition, skin disorders, ulcers, and various diseases that come from vitamin deficiencies.
- Lack of sleep, weight loss, and depression also result from regular use.
- Users who inject drugs intravenously can get serious and life-threatening infections (e.g., lung or heart disease, kidney damage) from nonsterile equipment or contaminated self-prepared solutions.

Effects on Mental Performance

- Anxiety, restlessness
- Moodiness
- False sense of power.

Large doses over long periods can result in

- Hallucinations
- Delusions
- Paranoia
- Brain damage.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Effects on Driver Performance

Amphetamines cause a false sense of alertness and potential hallucinations, which can result in risky driving behavior and increased accidents. Drivers who fail to get sufficient rest may use the drug to increase alertness. However, although low doses of amphetamines will cause a short-term improvement in mental and physical functioning, greater use impairs functioning. The hangover effect of amphetamines is characterized by physical fatigue and depression, which make operation of equipment or vehicles dangerous.

Overdose Effects

- Agitation
- Convulsions
- Increase in body temperature
- Death
- Hallucinations Withdrawal Syndrome
- Apathy
- Depression
- Long-term periods of sleep
- Disorientation
- Irritability

Workplace Issues

- Because amphetamines alleviate the sensation of fatigue, they may be abused to increase alertness due to unusual overtime demands or failure to get rest.
- Low-dose amphetamine use will cause a short-term improvement in mental and physical functioning. With greater use or increasing fatigue, the effect reverses and has an impairing effect. Hangover effect is characterized by physical fatigue and depression, which may make operation of equipment or vehicles dangerous.

DRAFT

City of Crete

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Reference Federal Motor Carrier Safety Administration, Office of Motor Carriers, "Guidelines for Implementing the FMCSA Anti-Drug Program," Publication No. FMCSA-MC-91-014, March 1992.

Ecstasy (MDMA) Fact Sheet

What is Ecstasy?

Ecstasy is a toxic stimulant with hallucinogenic and psychedelic properties as well. It is illegal to manufacture, possess, or sell in the US; however, it is produced outside of the US and illegally in the US.

What does it look like?

Ecstasy typically comes in small tablet or capsule form. Vendors or producers typically will have their own color or logo on the pill. Some investigators have also noted a powder form that is snorted or smoked as well as a liquid form.



Ecstasy Tablets

What does it do?

Ecstasy can produce confusion, nausea, chills, hallucinations, sweating, tremors, blurred vision, loss of consciousness, seizures, strokes, paranoia, and anxiety in as little as 20-60 minutes after ingestion. However, another major issue arises with Ecstasy. People who have circulatory or heart problems are at increased risk of heart attack, stroke, and death because Ecstasy speeds up heart rate and increases blood pressure. This is also why it is a popular “club drug.” It suppresses the need to sleep, eat, or drink. Therefore, people can dance all night long without stopping for a break, which is also problematic. Not stopping for a break can lead to dehydration, heart failure, and kidney failure due to excessive body heat. As a “rape drug,” Ecstasy reduces anxiety, produces a feeling of extreme relaxation, enhances the sense of touch, and may create positive feelings about others regardless of who they are. Typically, the effects of Ecstasy can last 4-6 hours.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Where do people get it?

Since it is illegal in the US, it is smuggled into the country from Western Europe, primarily Belgium and the Netherlands where it is secretly manufactured. These Western European countries produce about 80% of the Ecstasy consumed worldwide. It is trafficked into the US via express mail services, commercial airlines, and airfreight shipments. In the US, secret homemade labs are used to manufacture Ecstasy. Recently, the US has made it more difficult to obtain the ingredients used to make Ecstasy. It is classed as a Schedule I controlled substance under the Controlled Substances Act.

How do people use it?

The most common place for the use of this drug is at parties called raves. Most commonly, the user willingly takes the drug. However, others who are present may take advantage of the intoxication of the user. As a “rape drug,” Ecstasy reduces anxiety and produces a feeling of extreme relaxation. It enhances the sense of touch and may create positive feelings about others regardless of who they are. This means that your ability to sense danger is diminished and could put you in a very dangerous situation.

What are some of Ecstasy’s street names?

Ecstasy, E, X, X-TC, Hug Drug, Adam, CK, Clarity, Lover’s Speed, M&M’s, Morning Shot, Pollutants, B-bombs, Bens, Essence, Scooby Snacks, Eve, Speed for Lovers, Cristal, Go, Sweeties, Decadence, Wheels, Dex, Iboga, Disco Biscuit, and Love Drug.

Is it detectable and how long does it stay in your system?

YES. A urine test can detect the presence of Ecstasy up to 3-5 days after ingestion, but most experts say that 72 hours maximum can yield better results. This test must be ordered by a health professional because it is not part of a normal “tox screen.”

Is there anything else I should know about Ecstasy?

Research shows that Ecstasy causes damage to areas of the brain critical to thought and memory. Brain activity increases while on the drug which decreases the amount of neurotransmitters available for other necessary brain activities. Users are also at risk of being given a substitute drug. A “weaker” drug called PMA is often substituted for Ecstasy. In turn, more PMA is ingested to maintain the high, which often leads to overdose and increased risk of death. Additionally, other drugs or impurities can be added to the formulation of Ecstasy. Since these impurities are not standard or regulated, adverse reactions can be fatal.

What do I do if I think I have been drugged at a party?

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Get to a safe place and call someone you trust with your life. Have your trusted friend get you to a hospital emergency room immediately. Remember, when mixed with alcohol, Ecstasy can be fatal for some people. Try to keep some of the beverage for testing if possible. Notify appropriate law enforcement (campus or community police). If you think you have been raped or sexually assaulted after ingesting a drug-laced beverage, call a rape crisis center. The NWA Rape Crisis center hotline is 1-800-794-4175 and the Benton County Rape Crisis Center hotline is 1-800-775-9011. If you decide to file a police report, do not shower, bathe, douche, change clothes, or brush your teeth until medical and legal evidence can be collected. Get to a hospital or clinic to receive treatment for any internal/external injuries (whether or not you see any – they may be undetectable to you), testing for pregnancy or STD's, treatment for pregnancy or STD's, and to receive support. Request a urine test to detect the presence of drugs as soon as possible.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Cocaine Fact Sheet

Cocaine is used medically as a local anesthetic. It is abused as a powerful physical and mental stimulant. The entire central nervous system is energized. Muscles are more tense, the heart beats faster and stronger, and the body burns more energy. The brain experiences an exhilaration caused by a large release of neurohormones associated with mood elevation.

Description

- **Generic/Chemical Names:** Cocaine hydrochloride or cocaine base.
- **Common Street Names:** Coke, crack, snow, blow, flake, "C", toot, rock, base, nose candy, snort, white horse.
- **Distinguishing Characteristics:** Cocaine is an alkaloid (organic base) derived from the coca plant. In its more common form, cocaine hydrochloride or "snorting coke" is a white to creamy granular or lumpy powder chopped fine before use. Cocaine base, rock, or crack is a crystalline rock about the size of a small pebble.
- **Paraphernalia:** Cocaine hydrochloride, single-edged razor blade, a small mirror or piece of smooth metal; a half straw or metal tube, and a small screw-cap vial or folded paper packet containing the cocaine (used for snorting), needles, tourniquets (used for injecting). Cocaine base "crack pipe" (small glass smoking device for vaporizing the crack crystals); a lighter, alcohol lamp, or small butane torch for heating the substance.
- **Method of Intake:** Cocaine hydrochloride is snorted into the nose, rubbed on the gums, or injected into the veins. Cocaine base is heated in a glass pipe and the vapor is inhaled.
- **Duration of Single Dose Effect:** 1 to 2 hours. • **Detection Time:** Up to 2 to 3 days after last use.
- **Dependency Level:** Research indicates possible physical dependence. Although there is insufficient evidence for humans, animal studies indicate "reverse tolerance," in which certain behavioral effects become stronger with repeated use of cocaine. Psychological dependence on cocaine is known to be high.

Signs and Symptoms of Use

- **Evidence of Presence of Cocaine:** Small folded envelopes, plastic bags, or vials used to store cocaine; razor blades; cut-off drinking straws or rolled bills for snorting; small spoons; heating apparatus.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

- **Physical Symptoms:** Dilated pupils, runny or irritated nose, profuse sweating, dry mouth, tremors, needle tracks, loss of appetite, hyperexcitability, restlessness, high blood pressure, heart palpitations, insomnia, talkativeness, formication (sensation of bugs crawling on skin).

- **Behavioral Symptoms:** Increased physical activity, depression, isolation and secretive behavior, unusual defensiveness, frequent absences wide mood swings, difficulty in concentration, paranoia, hallucinations, confusion, false sense of power and control.

Effects of Cocaine Use on the Individual

Physical Health Effects

- Research suggests that regular cocaine use may upset the chemical balance of the brain. As a result, it may speed up the aging process by causing irreparable damage to critical nerve cells. The onset of nervous system illnesses such as Parkinson's disease could also occur.
- Cocaine use causes the heart to beat faster and harder and rapidly increases blood pressure. In addition, cocaine causes spasms of blood vessels in the brain and heart. Both effects lead to ruptured vessels causing strokes or heart attacks.
- Strong psychological dependency can occur with one "hit" of crack. Usually, mental dependency occurs within days of using crack or within several months of snorting coke. Cocaine causes the strongest mental dependency of any known drug.
- Treatment success rates are lower than those of other chemical dependencies.
- Cocaine is extremely dangerous when taken with depressant drugs. Death due to overdose is rapid. The fatal effects of an overdose are not usually reversible by medical intervention. The number of cocaine overdose deaths in the United States has tripled in the last four years.

Effects on Mental Performance

- Paranoia and hallucinations
- Hyperexcitability and overreaction to stimulus
- Difficulty in concentration
- Wide mood swings
- Withdrawal leads to depression and disorientation

Effects on Driver Performance

Cocaine use results in an artificial sense of power and control, which leads to a sense of invincibility. Lapses in attention and the ignoring of warning signals brought on by cocaine

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

use greatly increase the potential for accidents. Paranoia, hallucinations, and extreme mood swings make for erratic and unpredictable reactions while driving.

The high cost of cocaine frequently leads to workplace theft and/or dealing. Forgetfulness, absenteeism, tardiness, and missed assignments can translate into lost business.

Overdose Effects

- Agitation
- Convulsions
- Increase in body temperature
- Death
- Hallucinations

Withdrawal Syndrome

- Apathy
- Depression
- Long periods of sleep
- Disorientation
- Irritability

Reference

DRAFT

City of Crete

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Federal Motor Carrier Safety Administration, Office of Motor Carriers, "Guidelines for Implementing the FMCSA Anti-Drug Program," Publication No. FMCSA-MC-91-014, March 1992.

Cannabinoids (Marijuana) Fact Sheet

Marijuana is one of the most misunderstood and underestimated drugs of abuse. People use marijuana for the mildly tranquilizing and mood and perception-altering effects it produces.

Description

- **Generic/Chemical Name:** Dronabinol, marinol, nabilone.
- **Common Street Names:** Pot, dope, grass, hemp, weed, hooch, herb, hash, joint, Acapulco gold, reefer, sinsemilla, Thai sticks.
- **Distinguishing Characteristics:** Like tobacco, marijuana consists of dried, chopped leaves that are green to light tan in color. The seeds are oval with one slightly pointed end. Marijuana has a distinctly pungent aroma resembling a combination of sweet alfalfa and incense. Less prevalent, hashish is a compressed, sometimes tarlike substance ranging in color from pale yellow to black. It is usually sold in small chunks wrapped in aluminum foil.
- **Paraphernalia:** Cigarette papers, roach clip holders, and small pipes made of bone, brass, or glass are commonly found. Smoking "bongs" (large-bore pipes for inhaling large volumes of smoke) can easily be made from soft drink cans and toilet paper rolls.
- **Method of Intake:** Marijuana is usually inhaled in cigarette or pipe smoke. Occasionally, it is added to baking ingredients (e.g., brownies) and ingested. Tetrahydro-cannabinol (THC), the active chemical detected in urinalysis, is released by exposure to heat.
- **Duration of Single Dose Effect:** The most obvious effects are felt for 4 to 6 hours. Preliminary studies suggest that performance impairment lasts longer. The active chemical, THC, is stored in body fat and slowly metabolized over time.
- **Detection Time:** Traces of marijuana will remain in the urine of an occasional user for up to 1 week, and, in the case of a chronic user, for 3 to 4 weeks.
- **Dependency Level:** Evidence indicates moderate psychological dependence. Signs and Symptoms of Use
- **Evidence of Presence of Marijuana:** Plastic bags (commonly used to sell marijuana); smoking papers; roach clip holders; small pipes of bone, brass, or glass; smoking bongs; distinctive odor.
- **Physical Symptoms:** Reddened eyes (often masked by eye drops); stained fingertips from holding "joints," particularly for nonsmokers; chronic fatigue; irritating cough; chronic sore throat; accelerated heartbeat; slowed speech; impaired motor coordination; altered perception; increased appetite.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

- **Behavioral Symptoms:** Impaired memory, time-space distortions, feeling of euphoria, panic reactions, paranoia, "I don't care" attitude, false sense of power.

Effects of Marijuana Use on the Individual

General Health Effects

- When marijuana is smoked, it is irritating to the lungs. Chronic smoking causes emphysema-like conditions.
- One joint causes the heart to race and be overworked. People with undiagnosed heart conditions are at risk.
- Marijuana is commonly contaminated with the fungus *Aspergillus*, which can cause serious respiratory tract and sinus infections.
- Marijuana smoking lowers the body's immune system response, making users more susceptible to infection. The U.S. Government is actively researching a possible connection between marijuana smoking and the activation of AIDS in positive human immunodeficiency virus (HIV) carriers.

Pregnancy Problems and Birth Defects

- The active chemical, THC, and 60 other related chemicals in marijuana concentrate in the ovaries and testes.
- Chronic smoking of marijuana in males causes a decrease in the male sex hormone, testosterone, and an increase in estrogen, the female sex hormone. The result is a decrease in sperm count, which can lead to temporary sterility. Occasionally, the onset of female sex characteristics, including breast development, occurs in heavy users.
- Chronic smoking of marijuana in females causes a decrease in fertility and an increase in testosterone.
- Pregnant women who are chronic marijuana smokers have a higher-than-normal incidence of stillborn births, early termination of pregnancy, and higher infant mortality rate during the first few days of life.
- In test animals, THC causes birth defects, including malformations of the brain, spinal cord, forelimbs, and liver, and water on the brain and spine.
- Offspring of test animals that were exposed to marijuana have fewer chromosomes than normal, causing gross birth defects or death of the fetus. Pediatricians and surgeons are

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

concluding that the use of marijuana by either or both parents, especially during pregnancy, leads to specific birth defects of the infant's feet and hands.

- One of the most common effects of prenatal cannabinoid exposure is underweight newborn babies.
- Fetal exposure may decrease visual functioning and cause other ophthalmic problems.

Mental Function

Regular use can cause the following effects:

- Delayed decision-making
- Diminished concentration
- Impaired short-term memory, interfering with learning
- Impaired signal detection (ability to detect a brief flash of light), a risk for users who are operating machinery
- Impaired tracking (the ability to follow a moving object with the eyes) and visual distance measurements
- Erratic cognitive function
- Distortions in time estimation
- Long-term negative effects on mental function known as "acute brain syndrome," which is characterized by disorders in memory, cognitive function, sleep patterns, and physical condition.

Effects on Driver Performance

- The mental impairments resulting from the use of marijuana produce reactions that can lead to unsafe and erratic driving behavior. Distortions in visual perceptions, impaired signal detection, and altered reality can make driving a vehicle very dangerous.

Overdose Effects

- Aggressive urges
- Immobility
- Anxiety
- Mental dependency
- Confusion

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

- Panic
- Fearfulness
- Paranoid reaction
- Hallucinations
- Unpleasant distortions in body image
- Heavy sedation

Withdrawal Syndrome

- Sleep disturbance
- Irritability
- Hyperactivity
- Gastrointestinal distress
- Decreased appetite
- Salivation, sweating, and tremors

Workplace Issues

- The active chemical, THC, is stored in body fat and slowly releases over time. Marijuana smoking has a long-term effect on performance.
- A 500 to 800 percent increase in THC concentration in the past several years makes smoking three to five joints a week today equivalent to 15 to 40 joints a week in 1978.
- Combining alcohol or other depressant drugs and marijuana can produce a multiplied effect, increasing the impairing effect of *both* the depressant and marijuana.

Reference

Federal Motor Carrier Safety Administration, Office of Motor Carriers, "Guidelines for Implementing the FMCSA Anti-Drug Program," Publication No. FMCSA-MC-91-014, March 1992.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Opiates (Narcotics) Fact Sheet

Opiates (also called narcotics) are drugs that alleviate pain, depress body functions and reactions, and, when taken in large doses, cause a strong euphoric feeling.

Description

• **Generic/Chemical Names:** Natural and natural derivatives include opium, morphine, codeine, and heroin (semi-synthetic).

Synthetics include meperidine (Demerol), oxymorphone (Numorphan), and oxycodone (Percodan).

• **Common Street Names:** Big M, micro, dots, horse, "H", junk, smack, scag, Miss Emma, dope, China white.

• **Distinguishing Characteristics:** Because of the variety of compounds and forms, opiates are more difficult to clearly describe in terms of form, color, odor, and other physical characteristics. Opium and its derivatives can range from dark brown chunks to white crystals or powders. Depending on the method of intake, they may be in powder, pill, or liquid form.

• **Paraphernalia:** Needles, syringe caps, eyedroppers, bent spoons, bottle caps, and rubber tubing (used in the preparation for and injection of the drug).

• **Method of Intake:** Opiates may be taken in pill form, smoked, or injected, depending upon the type of narcotic used. • **Duration of Single Dose Effect:** 3 to 6 hours.

• **Detection Time:** Usually up to 2 days.

• **Dependency Level:** Both physical and psychological dependence on opiates are known to be high. Dependence on codeine is moderate. Signs and Symptoms of Use

• **Evidence of Presence of Drug:** In addition to paraphernalia enumerated above, the following items may be present: foil, glassine envelopes, or paper "bindles" (packets for holding drugs); balloons or prophylactics used to hold heroin; bloody tissues used to wipe the injection site; a pile of burned matches used to heat the drug prior to injection.

• **Physical Symptoms:** Constricted pupils, sweating, nausea and vomiting, diarrhea, needle marks or "tracks," wearing long sleeves to cover "tracks", loss of appetite, slurred speech, slowed reflexes, depressed breathing and heartbeat, and drowsiness and fatigue.

• **Behavioral Symptoms:** Mood swings, impaired coordination, depression and apathy, stupor; euphoria.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Effects of Narcotics Use on the Individual

- IV needle users have a high risk for contracting hepatitis and AIDS due to the sharing of needles.
- Narcotics increase pain tolerance. As a result, people could more severely injure themselves or fail to seek medical attention after an accident due to the lack of pain sensitivity.
- Narcotics' effects are multiplied when used in combination with other depressant drugs and alcohol, causing increased risk for an overdose.

Effects on Mental Performance

- Depression and apathy
- Wide mood swings
- Slowed movement and reflexes

In addition, the high physical and psychological dependence level of opiates compounds the impaired functioning.

Effects on Driver Performance

The apathy caused by opiates can translate into an "I don't really care" attitude toward performance. The physical effects as well as the depression, fatigue, and slowed reflexes impede the reaction time of the driver, raising the potential for accidents. Although opiates have a legitimate medical use in alleviating pain, workplace use may cause impairment of physical and mental functions.

Social Issues

- There are more than 500,000 heroin addicts in the United States, most of whom are IV needle users.
- An even greater number of medicinal narcotic-dependent persons obtain their narcotics through prescriptions.
- Because of tolerance, there is an ever-increasing need for more narcotic to produce the same effect.
- Strong mental and physical dependency occurs.
- The combination of tolerance and dependency creates an increasing financial burden for the user. Costs for heroin can reach hundreds of dollars a day.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Workplace Issues

- Unwanted side effects such as nausea, vomiting, dizziness, mental clouding, and drowsiness place the legitimate user and abuser at higher risk for an accident.
- Narcotics have a legitimate medical use in alleviating pain. Workplace use may cause impairment of physical and mental functions.

DRAFT

City of Crete

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

Reference

Federal Motor Carrier Safety Administration, Office of Motor Carriers, "Guidelines for Implementing the FMCSA Anti-Drug Program," Publication No. FMCSA-MC-91-014, March 1992.

Phencyclidine (PCP) Fact Sheet

Phencyclidine (PCP) was originally developed as an anesthetic, but the adverse side effects prevented its use except as a large animal tranquilizer. Phencyclidine acts as both a depressant and a hallucinogen, and sometimes as a stimulant. It is abused primarily for its variety of mood-altering effects. Low doses produce sedation and euphoric mood changes. The mood can change rapidly from sedation to excitation and agitation. Larger doses may produce a comalike condition with muscle rigidity and a blank stare with the eyelids half-closed. Sudden noises or physical shocks may cause a "freak-out," in which the person has abnormal strength, extremely violent behavior, and an inability to speak or comprehend communication.

Description

- **Generic/Chemical Names:** Phencyclidine.
- **Common Street Names:** Angel dust, dust, peace pills, hog, killer weed, mint, monkey dust, super grass, Tran Q, weed.
- **Distinguishing Characteristics:** PCP is commonly sold as a creamy, granular powder. It is either brown or white and often packaged in one-inch-square aluminum foil or folded paper packets. Occasionally, it is sold in capsule, tablet, or liquid form. It is sometimes combined with procaine, a local anesthetic, and sold as imitation cocaine.
- **Paraphernalia:** Foil or paper packets; stamps (off which PCP is licked); needles, syringes, and tourniquets (for injection); leafy herbs (for smoking).
- **Method of Intake:** In pill, capsule, or tablet form, PCP may be ingested. It is commonly injected as "angel dust." It may be smoked or snorted when applied to leafy materials or combined with marijuana or tobacco.
- **Duration of Single Dose Effect:** Days.
- **Detection Time:** Up to 8 days.
- **Dependency Level:** Psychological dependence on PCP is known to be high. Physical dependence is unknown. Signs and Symptoms of Use
- **Evidence of Presence of PCP:** Packets, stamps, injection paraphernalia, herbs.
- **Physical Symptoms:** Dilated or floating pupils, blurred vision, nystagmus (jerky eye movement), drooling, muscle rigidity, profuse sweating, decreased sensitivity to pain, dizziness, drowsiness, impaired physical coordination (e.g., drunken-like walk, staggering), severe disorientation, rapid heartbeat.

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

- **Behavioral Symptoms:** Anxiety, panic/fear/terror, aggressive/violent behavior, distorted perception, severe confusion and agitation, disorganization, mood swings, poor perception of time and distance, poor judgment, auditory hallucinations.

Health Effects

- The potential for accidents and overdose emergencies is high due to the extreme mental effects combined with the anesthetic effect on the body.
- PCP is potentiated by other depressant drugs, including alcohol, increasing the likelihood of an overdose reaction. • Misdiagnosing the hallucinations as LSD-induced, and then treating with Thorazine, can cause a fatal reaction.
- Use can cause irreversible memory loss, personality changes, and thought disorders.
- There are four phases to PCP abuse. The first phase is acute toxicity. It can last up to three days and can include combativeness, catatonia, convulsions, and coma. Distortions of size, shape, and distance perception are common. The second phase, which does not always follow the first, is a toxic psychosis. Users may experience visual and auditory delusions, paranoia, and agitation. The third phase is a drug-induced schizophrenia that may last a month or longer. The fourth phase is PCP-induced depression. Suicidal tendencies and mental dysfunction can last for months.

Effects on Mental Performance

- Irreversible memory loss
- Personality changes
- Thought disorders
- Hallucinations

Effects on Driver Performance

The distortions in perception and potential visual and auditory delusions make driver performance unpredictable and dangerous. PCP use can cause drowsiness, convulsions, paranoia, agitation, or coma, all obviously dangerous to driving.

Overdose Effects

- Longer, more intense "trip" episodes
- Psychosis
- Coma

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

- Possible death.

Withdrawal Syndrome

- None reported

Workplace Issues

- PCP abuse is less common today than in the recent past. It is not generally used in a workplace setting because of the severe disorientation that occurs.

DRAFT

City of Crete

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

APPENDIX IV

PROGRAM RESOURCES

Federal Motor Carrier Safety Administration (FMCSA)
Drug/Alcohol Testing Program Policy

APPENDIX IV

City of Crete

Drug and Alcohol Program Resources

Title/Provider	Name/Address/Phone
Program Administrator	Tom Ourada – Director of Personnel 402-826-9758
Program Manager	Wendy Thomas – Director of Human Resources 402-826-6418
Designated Employer Representative	Savannah Anderson – HR Coordinator 402-826-4313
Drug and Alcohol Collection Service	Crete Area Medical Center 2910 Betten Drive Crete, NE 68333 402-826-2102 Drug and Alcohol Test Scheduling Barb Hoffman – Occupational Health 402-821-3400 M-F excluding holidays 8:00am-4:30pm M-F excluding holidays 8:00am-5:00pm
Drug and Alcohol Counseling Services And Substance Abuse Professional	Kaitlin Wilson Continuum 3401 Village Dr. Suite 210 Lincoln, NE 68516 402-476-0186
Medical Review Officers	Dr. Robert Bowen 800-642-1117
Testing Laboratory	Physicians Laboratory Services 7441 O St. #100 Lincoln, NE 68510 402-488-7710 M-F excluding holidays 7:30am-5:30pm Saturday 8:00am-12:00pm

DRAFT

City of Crete

Non-DOT Anti-Drug Plan & Non-DOT Alcohol Misuse Plan

A. DRUGS

I. POLICY OVERVIEW – ANTI-DRUG PLAN SUMMARY

City of Crete has a vital interest in maintaining safe, healthful and efficient working conditions for all of its employees. Being under the influence of a drug or alcohol on the job poses serious safety and health risks, not only to the user, but to all those who work with or otherwise come into contact with the user. The possession, use or sale of illegal drugs or alcohol on the job also poses unacceptable risk for safety, healthful, and efficient operations.

It is the City's right, obligation, and intent to maintain a safe, healthful, and efficient working environment for all of its employees and to protect City property, equipment, and operations from the risks associated with drug use in the workplace.

The Non-DOT Anti-Drug Plan Summary is designed to provide an overview of the City Policy and does not represent every aspect of the program. Specific policies and procedures for the Non-DOT Drug program will "mirror" the DOT FHWA Drug program *excluding* the random drug testing or as noted herein.

This Anti-Drug Plan can be altered or modified with proper notice.

II. POLICY APPLICATION

The provisions of the Anti-Drug Plan apply to all employees of the City, regardless of status, except those employees subject to the Department of Transportation's FHWA and FTA drug programs.

III. DRUG AWARENESS PROGRAM

The City will inform employees of: (1) the dangers of drug use in the workplace; (2) the City's drug-free workplace Anti-Drug Plan; (3) the availability of treatment and counseling for employees seeking such assistance; and (4) the penalties the City will impose for violations of its Drug-Free Workplace Program.

IV. PROHIBITED CONDUCT

The City prohibits the following conduct:

- (A) Using, being under the influence of, or possessing unauthorized controlled substances while performing City business or while in or about a City facility or worksite except for items held as property or evidence or as required by an official job description. This will subject the offending employee to disciplinary action up to and including termination of employment.
- (B) Using or being under the influence of a legal drug (such as "over-the-counter" and prescription drugs) while performing City business, or while in or about a City facility or worksite, to the extent such use affects the safety of any employees or others. When in doubt about the effects of a certain drug, consult your physician regarding any adverse side effects.

DRAFT

- (C) The unlawful manufacture, distribution, possession, or use of a controlled substance by any employee while performing City business, or while in or about a City facility or worksite, except for items held as property or evidence or as required by an official job description.
- (D) Tampering with a specimen provided for drug testing for the purpose of altering the results of the urine drug test.
- (E) Refusal to take a drug test.

V. TESTING FOR CONTROLLED SUBSTANCES

A. Pre-Employment/Pre-Duty Testing

The City will require all applicants it intends to hire for full-time (benefit eligible) and/or permanent part-time positions to be tested for the use of controlled substances as a pre-qualified condition. Applicants who test positive for the use of controlled substances, or who refuse to submit to such testing, will be disqualified from further hiring consideration. Testing is also required when an employee transfers.

B. Reasonable Suspicion Testing

The City will require current employees to submit to testing for controlled substances based on specific, contemporaneous, articulable observations concerning appearance, behavior, speech or body odor of the employee by at least one supervisor training in detecting the signs and symptoms of prohibited drug use.

The supervisor must complete a "Reasonable Suspicion Checklist," with the witness involved and the City Administrator (City Attorney if the City Administrator is unavailable.)

The supervisor will need to contact Human Resources to schedule the drug test.

Employees who are requested to undergo reasonable suspicion testing will be transported to the collection site and home by a City representative. The employee will be required to submit to the drug test. Any attempt to invalidate or tamper with the test, or refuse the test will subject the employee to disciplinary action, up to and including termination.

Failure on the part of the supervisor(s) to accurately document the specified behavior for reasonable suspicion may be subject to disciplinary action up to including termination.

A driver while conducting City business may be directed to submit to a drug test at the accident scene by a federal, state, or local law enforcement officer. Whenever a test is conducted by a law enforcement officer, the driver is required to contact the driver's supervisor or another City official immediately to report this and to provide the City with the name and telephone number of the law enforcement officer who conducted the test in lieu of taking a test at the City Collection site. Positive test results will be cause for disciplinary action up to and including termination.

An employee who is required to take a reasonable suspicion test will be considered by the City as unqualified to work and relieved from duty pending the results of his/her test(s). An employee may request vacation and at the expiration of vacation request leave without pay, for the time the employee is relieved from duty. An employee whose test results are negative will be reimbursed for the time. An

DRAFT

employee whose test results are positive will not be reimbursed for the time. The employee is not eligible to use sick leave while he/she is relieved from duty, awaiting test results.

An employee who has a positive drug test, following disciplinary action, will request vacation, and at the expiration of vacation, request leave without pay until such time he/she is released to return to work. Should the employee be required to undergo inpatient substance abuse treatment, he/she will be allowed to utilize accrued sick leave until the completion of inpatient treatment. If the employee is injured, the injury will be evaluated in accordance with the State Worker's Compensation Law and

AR-19. Employees who are injured and have a positive drug test are not entitled to injury leave or other Worker's Compensation benefits.

C. Return to Duty Testing

An employee who has a positive drug test result will be required to take a return to duty drug test.

Before a return-to-duty test is performed, the employee must be evaluated by a Substance Abuse Professional (SAP) to determine whether the employee has followed the recommendations for action by the SAP, including participation in any rehabilitation program.

The employee must have a verified negative drug test result to return to their job. If a drug test is cancelled, the City shall require the employee to submit to and pass another drug test. A positive test result will be cause for termination from the City.

D. Follow-up Testing

Once allowed to return-to-duty, the employee shall be subject to unannounced follow-up testing for at least 12 months. The frequency and duration of the follow-up testing will be recommended by the SAP as long as a minimum of six tests are performed during the 12 months after the employee has returned to duty. A positive result will be cause for termination from the City.

E. Confidentiality

Each individual's record of testing and results under this policy will be private and confidential.

F. Supervisory Training/Employee Awareness

All supervisors are required to complete a training program for detecting signs and symptoms of drug and alcohol use on the job.

Employees will be asked to read a copy of the Drug Policy and sign a statement of acknowledgement.

VI. DRUG TESTING PROCEDURES

Drug testing will be performed utilizing urine sample. Samples will be tested for marijuana, cocaine, opiates, amphetamines and PCP. An employee may request at their own expense the sample be retested after a positive test.

DRAFT

	Initial	Confirmation	Split Sample Retest
Marijuana	50 ng/ml	15 ng/ml	Any detectable presence
Cocaine	300 ng/ml	150 ng/ml	Any detectable presence
Opiates	300 ng/ml	300 ng/ml	Any detectable presence
PCP	25 ng/ml	25 ng/ml	Any detectable presence
Amphetamines	1000 ng/ml	500 ng/ml	Any detectable presence

The City reserves the right to test for the above drugs or amend the list of drugs with proper notice to employees or applicants.

A picture I.D. is required to be shown at the time of collection.

Established chain of custody procedures will be followed.

DRAFT

B. ALCOHOL

I. POLICY OVERVIEW

The City of Crete has a vital interest in maintaining safe, healthful and efficient working conditions for all of its employees. Being under the influence of alcohol on the job poses serious safety and health risks, not only to the user, but to all those who work or otherwise come into contact with the user. The possession, use or sale of alcohol on the job poses unacceptable risks for safe, healthful, and efficient operations.

It is the City's right, obligation, and intent to maintain a safe, healthful, and efficient working environment for all of its employees and to protect City property, equipment, and operations from the risks associated with alcohol use in the work place.

This Alcohol Misuse Prevention Plan Summary is designed to provide an overview of the City policy and does not represent every aspect of the program. Specific policies and procedures for the Non-DOT alcohol program will "mirror" the DOT FHWA Alcohol Testing Program *excluding* the random alcohol testing or as noted herein.

This Alcohol Misuse Prevention Plan can be altered or modified with proper notice.

II. POLICY APPLICATION

The provisions of this Alcohol Misuse Prevention Plan apply to all employees of the City regardless of status except those employees subject to the Department of Transportation's FHWA and FTA drug programs.

III. ALCOHOL AWARENESS PROGRAM

The City will inform employees of: (1) the dangers of alcohol use in the work place; (2) the City's Alcohol Misuse Prevention Plan; (3) the availability of treatment and counseling for employees seeking such assistance; and (4) the penalties the City will impose for violations of its Alcohol Misuse Prevention Plan.

IV. PROHIBITED CONDUCT

- (A) No employee shall report for duty or remain on duty with the odor of alcohol about their person and while having an alcohol concentration of 0.02 or greater. (or)
- (B) No employee shall perform their job within four hours after using alcoholic beverages. (or)
- (C) No employee shall refuse to submit to the following alcohol tests:
 - 1) reasonable suspicion;
 - 2) return to duty;
 - 3) follow-up testing as recommended by a substance abuse professional.
- (D) No employee shall perform their job with alcoholic beverages in his/her possession

DRAFT

while being on duty, except for items held as property or evidence or as required by an official job description.

- (E) Any attempt to invalidate or tamper with the alcohol test will subject the employee to disciplinary action, up to and including termination.

V. ALCOHOL TESTING PROCEDURES

Alcohol testing procedures will be performed using a split urine sample, breath alcohol or blood.

VI. TESTING FOR ALCOHOL

A. Reasonable Suspicion Testing

The City will require current employees to submit to testing for alcohol when it believes there is reasonable suspicion of a violation of this policy. Reasonable suspicion includes specific, contemporaneous, articulable observations concerning the appearance, behavior, speech or body odors of the employee.

The supervisor must complete a "Reasonable Suspicion Checklist," with the witness involved and the City Administrator (City Attorney if the City Administrator is unavailable.)

The supervisor will need to contact Human Resources to schedule the alcohol test.

Employees who are requested to undergo reasonable suspicion testing will be transported to the collection site and home by a City representative. The employee will be required to submit to the alcohol test. Any attempt to invalidate or tamper with the test, or refuse the test will subject the employee to disciplinary action, up to and including termination.

Failure on the part of the supervisor(s) to accurately document the specified behavior for reasonable suspicion may be subject to disciplinary action up to and including termination.

It is possible that a driver while conducting City business will be directed to submit to an alcohol test at the accident scene by a federal, state or local law enforcement officer. Whenever a test is conducted by a law enforcement officer, the driver is required to contact the driver's supervisor or another City official immediately to report this and to provide the City with the name and telephone number of the law enforcement officer who conducted the test in lieu of taking a test at the collection site. Positive test results will be caused for disciplinary action up to and including termination.

An employee who, after providing an adequate specimen, has a confirmatory test that registers 0.02 or more but less than 0.04 will, at a minimum be relieved of duty without pay until his/her next regularly-scheduled duty period, but for no less than 24 hours, and may be subject to additional disciplinary action by the City, up to and including termination.

An employee who, after providing an adequate specimen, has a confirmatory test that register 0.04 or greater will, at a minimum be relieved of duty without pay until his/her next regularly-scheduled duty period, but for no less than 24 hours, and may be subject to additional disciplinary action by the City up

DRAFT

to and including termination. The City must refer the employee registering .04 or greater to a Substance Abuse Professional (SAP) for evaluation if the employee is expected to return to duty.

An employee who has a positive alcohol test, following disciplinary action, will request comp time, vacation and then leave without pay until such time he/she is released to return to work. Should the employee be required to undergo inpatient substance abuse treatment, he/she will be allowed to utilize accrued sick leave until the completion of inpatient treatment. If the employee is injured, the injury will be evaluated in accordance with the State Worker's Compensation Law. Employees who are injured and have a positive alcohol test of .10, are not entitled to injury leave or other Worker's Compensation benefits.

B. Return to Duty Testing

An employee who has a positive alcohol test of .02 or greater will be required to take a return to duty alcohol test.

No employee who is found to have an alcohol concentration of 0.02 or greater but less than 0.04 shall perform or continue to perform their job for the City, until the start of the employee's next regularly scheduled duty period, but not less than 24 hours following administration of the test.

Before a return-to-duty test is performed, the employee must be evaluated by a Substance Abuse Professional (SAP) if the test result was .04 or greater to determine whether the employee has followed the recommendations for action by the SAP, including participation in any rehabilitation program.

The employee must have a verified alcohol test result of less than 0.02 to return to the job. If an alcohol test is cancelled the City shall require the employee to submit to and pass another alcohol test. A positive test result will be cause for termination from the City.

C. Follow-up Testing

Once allowed to return-to-duty, the employee shall be subject to unannounced follow-up testing for at least 12 months. The frequency and duration of the follow-up testing will be recommended by the SAP as long as a minimum of six tests are performed during the 12 months after the employee has returned to duty. A positive test results will be cause for termination from the City.

D. Confidentiality

Each individual's record of testing and results under this policy will be private and confidential.

E. Supervisory Training/Employee Awareness

All supervisors are required to complete a training program for detecting signs and symptoms of drug and alcohol use on the job.

Employees will be asked to read a copy of the Alcohol Policy and sign a statement of acknowledgement.

ORDINANCE NO. 2180

AN ORDINANCE OF THE CITY OF CRETE, NEBRASKA RELATING TO BUSINESS REGISTRATION; TO AMEND SECTION 10-301 OF THE CRETE MUNICIPAL CODE TO INLCUDE BUSINESSES TRANSACTING IN THE CITY OF CRETE, NEBRASKA.

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

Section 1. That Chapter 10, Article 3, Section 10-301 of the Crete Municipal Code shall be amended as follows:

10-301 REGISTRATION REQUIRED; ANNUAL FEE.

Every person or business engaged or intending to engage in any calling, business, occupation, or profession by maintaining a business location or transacting business, ~~in whole or in part~~ within the limits of the City of Crete, Saline County, Nebraska, is required and pay an annual business registration fee.

PASSED AND ENACTED the ____ day of _____ 2023.

Mayor

ATTEST:

City Clerk



ORDINANCE NO. 2181

AN ORDINANCE OF THE CITY OF CRETE, NEBRASKA RELATING TO BUSINESS REGISTRATION; TO AMEND SECTION 10-302 OF THE CRETE MUNICIPAL CODE TO DEFINE TRANSACTING BUSINESS.

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

Section 1. That Chapter 10, Article 3, Section 10-302 of the Crete Municipal Code shall be amended as follows:

10-302 DEFINITIONS.

The following words, terms and phrases, when used in this article, shall have the meaning ascribed herein:

“Business” means a calling, occupation, profession, or activity engaged in with the object of gain, benefit, or advantage, either directly or indirectly. Business shall include charitable organizations and organizations performing a charitable purpose.

“Business location” means the premises, whether it be a personal residence, main location, or an outlet, branch, or other location thereof, temporary or otherwise, to which the public is expressly or impliedly invited for the purpose of transacting of business or where business is transacted by phone or using the internet and includes a location where business activities are carried on within the city or outside the city attributable to a location within the city.

“Transacting business” means to sell or lease any personal or real property, surplus personal or real property, or services on one’s behalf or on behalf of any third party as an agent, broker, dealer, or representative.

“Charitable organization” means an organization that is determined by the Internal Revenue Service to be exempt from federal income taxes.

“Charitable purpose” means a benevolent, philanthropic, patriotic, or eleemosynary purpose which does not result in personal gain to a sponsor, organizer, officer, director, trustee, or person with ultimate control of the organization.

“City” means the City of Crete, Saline County, Nebraska.

“License official” means a person designated by the City to administer the provisions of the article.

“Person” means any individual, firm, partnership, LLP, LLC, cooperative non-profit membership, corporation, joint venture, association, estate, trust, business trust, receiver, syndicate, holding company, or other group or combination acting as a unit, in the singular or plural, and the agent or employee having charge or control of a business in the absence of the principal.

PASSED AND ENACTED the ____ day of _____ 2023.

Mayor

ATTEST:

City Clerk



ORDINANCE NO. 2182

AN ORDINANCE OF THE CITY OF CRETE, NEBRASKA RELATING TO WAGES AND SALARIES; TO AMEND ORDINANCE NO. 2177 TO ADJUST THE WAGES AND SALARIES OF CITY OFFICERS AND NON-BARGAINING UNIT EMPLOYEES OF THE CITY OF CRETE.

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

Section 1. That the wages and salaries of city officers and non-bargaining unit employees specified in Exhibit A of Ordinance No. 2177 shall be amended and replaced by the new Exhibit A attached hereto. Said Exhibit shall be incorporated herein and in Ordinance No. 2177 as though set out in full.

Section 2. That all other sections, provisions, or parts of Ordinance No. 2177 that are not amended by this ordinance shall remain in full force and effect.

Section 3. That all ordinances or parts of ordinances in conflict herewith shall be repealed and that any partial repeal shall not affect the other parts of ordinances that can be given effect without the repealed parts.

Section 4. That if any section, part, or provision of this ordinance is for any reason held invalid, the invalidity thereof shall not affect the validity of any other section, part, or provision of this ordinance.

Section 5. That this ordinance shall be published in pamphlet or book form and shall take effect and be in full force and effect from and after its passage, approval, and publication, as provided by law.

PASSED AND ENACTED the 17th day of October, 2023.

Mayor

ATTEST:

City Clerk

Seal

ORDINANCE 2182 - EXHIBIT A

Amending Ordinance 2177

NON-BARGAINING UNIT OFFICER AND EMPLOYEE SALARIES & WAGES

SALARIED POSITIONS

APPOINTED POSITIONS	Maximum Salary Per Biweekly Pay Period
City Administrator	\$6,679.50
City Attorney	\$5,572.32
City Clerk	\$3,498.45
City Treasurer/Finance Director	\$3,910.15
Fire Chief	\$460.98
Police Chief	\$4,366.08
NON-APPOINTED POSITIONS	Maximum Salary Per Biweekly Pay Period
Airport Manager	\$2,307.69
Ambulance Administrator	\$352.77
Assistant Fire Chief	\$276.57
Building Inspector	\$2,946.21
Community Assistance Director	\$2,587.36
Deputy City Clerk	\$2,425.21
Economic Development Coordinator	\$2,425.63
Economic Development Director	\$3,553.73
Electric Superintendent	\$4,095.61
GIS Technician & Technical Support Specialist	\$2,589.24
Grant Writer	\$2,343.20
Human Resource Coordinator	\$2,589.68
Human Resources Director	\$3,254.00
IT Director	\$3,423.15
Library Director	\$3,211.15
Media Specialist	\$2,130.73
Office Manager	\$2,611.34
Parks and Recreation Director	\$3,706.34
Police Captain	\$3,470.41
Public Works Director	\$4,524.14
SSAR Report Preparation	1/4 Annual State Incentive Payment
Street Superintendent	3/4 Annual State Incentive Payment
Street Supervisor	\$2,860.62

HOURLY POSITIONS

CITY ADMINISTRATION	1	2	3	4	5	6	7	8
Administrative Assistant	\$15.43	\$16.37	\$17.32	\$18.24	\$19.18	\$20.12	\$21.05	\$21.98
Purchasing Clerk	\$20.77	\$21.82	\$22.87	\$23.92	\$24.97	\$26.02	\$27.07	\$28.14
FIRE & RESCUE	1							
Ambulance Attendant	\$24.04							
Ambulance Maintenance	\$17.07							
Firefighter Call Response	\$8.00	per call						
Officer Call Response	\$10.00	per call						

ORDINANCE 2182 - EXHIBIT A
Amending Ordinance 2177

	1	2	3	4	5	6	7	8
LIBRARY								
Assistant Director	\$21.84	\$22.96	\$24.08	\$25.20	\$26.32	\$27.44	\$28.56	\$29.69
Children's Librarian	\$19.81	\$20.80	\$21.79	\$22.78	\$23.77	\$24.76	\$25.75	\$26.71
Librarian	\$19.81	\$20.80	\$21.79	\$22.78	\$23.77	\$24.76	\$25.75	\$26.71
Library Clerk	\$16.05	\$16.82	\$17.59	\$18.36	\$19.13	\$19.90	\$20.67	\$21.41
Library Aide	\$14.00							
PARKS & RECREATION								
Parks Groundskeeper I	\$18.17	\$19.09	\$20.01	\$20.93	\$21.85	\$22.77	\$23.69	\$24.62
Parks Groundskeeper II	\$21.31	\$22.35	\$23.39	\$24.43	\$25.47	\$26.51	\$27.55	\$28.60
Parks Seasonal Laborer	\$13.29	\$13.65	\$14.01	\$14.37	\$14.74			
Pool Cashiers	\$11.75	\$12.15	\$12.55	\$12.96				
Pool Lifeguards	\$12.77	\$13.43	\$14.09	\$14.74				
Pool Manager/Swim Coach	\$14.61	\$15.22	\$15.83	\$16.44	\$17.05	\$17.66		
Pool Manager - Assistant	\$12.78	\$13.14	\$13.50	\$13.87				
Recreation Coordinator	\$21.31	\$22.35	\$23.39	\$24.43	\$25.47	\$26.51	\$27.55	\$28.60
Referees/Coaches	\$10.50							
POLICE								
Administrative Assistant (PD)	\$17.59	\$18.66	\$19.73	\$20.80	\$21.87	\$22.94	\$24.01	\$25.05
Code Enforcement Officer	\$19.46	\$20.49	\$21.52	\$22.55	\$23.58	\$24.61	\$25.64	\$26.67
Noncertified Conditional Officer	\$22.40							
PUBLIC WORKS								
ADMINISTRATION								
Admin Asst/Asst Office Manager	\$20.54	\$21.60	\$22.66	\$23.72	\$24.78	\$25.84	\$26.90	\$27.98
Bookkeeper	\$17.65	\$18.72	\$19.79	\$20.86	\$21.93	\$23.00	\$24.07	\$25.14
Customer Service Rep.	\$20.99	\$22.32	\$23.65	\$24.98	\$26.31	\$27.64	\$28.97	\$30.30
Janitor/Custodian	\$15.84	\$16.49	\$17.14	\$17.79	\$18.44	\$19.09	\$19.74	\$20.37
Transfer Station Attendant	\$13.29	\$13.65	\$14.01	\$14.37	\$14.74			
Additional Duty	\$0.63	\$0.99	\$1.35	\$1.70	\$2.05	\$2.41	\$2.76	\$3.12
Meter Reader	\$0.39	per meter						
CEMETERY								
Cemetery Sexton	\$21.92	\$23.04	\$24.16	\$25.28	\$26.40	\$27.52	\$28.64	\$29.77
Seasonal/Laborer	\$13.29	\$13.65	\$14.01	\$14.37	\$14.74			
ELECTRIC								
Electric Foreman	\$33.81	\$35.28	\$36.75	\$38.22	\$39.69	\$41.16	\$42.63	\$44.11
Electric Groundperson	\$22.21	\$23.48	\$24.77	\$26.05	\$27.33	\$28.61	\$29.89	\$31.18
Electric Lineman I	\$32.14	\$33.51	\$34.88	\$36.25	\$37.62	\$38.99	\$40.36	\$41.74
Electric Lineman II	\$26.52	\$27.81	\$29.10	\$30.39	\$31.68	\$32.97	\$34.26	\$35.54
Power Plant Operator	\$24.78	\$25.68	\$26.59	\$27.48	\$28.39	\$29.29	\$30.20	\$31.11
Power Plant Superintendent	\$31.29	\$32.51	\$33.73	\$34.95	\$36.17	\$37.39	\$38.61	\$39.84

ORDINANCE 2182 - EXHIBIT A
Amending Ordinance 2177

	STREET								
Street Foreman		\$24.93	\$26.15	\$27.37	\$28.59	\$29.81	\$31.03	\$32.25	\$33.50
Street Operator		\$21.92	\$22.96	\$24.00	\$25.04	\$26.08	\$27.12	\$28.16	\$29.21
	WASTEWATER								
Wastewater Lead Operator		\$27.38	\$28.77	\$30.16	\$31.55	\$32.94	\$34.33	\$35.72	\$37.13
Wastewater Operator		\$21.99	\$23.12	\$24.25	\$25.38	\$26.51	\$27.64	\$28.77	\$29.88
Wastewater Superintendent		\$33.64	\$35.26	\$36.88	\$38.50	\$40.12	\$41.74	\$43.36	\$44.95
	WATER								
Water Foreman		\$26.80	\$28.17	\$29.54	\$30.91	\$32.28	\$33.65	\$35.02	\$36.36
Water Operator		\$21.12	\$22.67	\$24.22	\$25.77	\$27.32	\$28.87	\$30.42	\$31.97
Water Superintendent		\$28.20	\$29.68	\$31.16	\$32.64	\$34.12	\$35.60	\$37.08	\$38.59

ORDINANCE NO. 2183

AN ORDINANCE OF THE CITY OF CRETE, NEBRASKA RELATING TO SOLID WASTE RATES; TO AMEND SECTION 4-213.01 OF THE CRETE MUNICIPAL CODE TO UPDATE SIZE AND RATES

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

Section 1. That Chapter 4, Article 2, Section 4-213.01 of the Crete Municipal Code shall be amended as follows:

4-213.01 Garbage Collection Rates.

- (1) Residential- One pickup per week
 - (a) One 95 gallon cart: ~~\$21.17~~~~18.18~~/per residence per month
 - (b) Two 95 gallon carts: ~~\$26.21~~~~22.98~~/per residence per month
 - (c) ~~Three 95~~~~One 65~~ gallon cart: ~~\$30.21~~~~17.89~~/per residence per month
 - (d) Seasonal yard waste: ~~\$12.00~~~~12.19~~/per residence per month
- (2) Commercial

Pickups per week	1-95 gallon cart	2-95 gallon carts	2-Yard	3-Yard	4-Yard	5-Yard	6-Yard
1x	\$21.06 19.28	\$34.01 31.12	\$58.96 53.95	\$77.16 70.60	\$102.96 94.20	\$154.45 141.31	\$205.94 188.42
2x	\$35.29 32.29	\$47.63 43.58	\$89.44 81.84	\$115.10 105.31	\$205.75 188.42	\$308.91 282.61	\$411.88 376.83
3x	\$48.32 44.21	\$60.96 55.78	\$118.86 108.75	\$154.32 141.19	\$308.91 282.61	\$463.37 423.93	\$617.51 565.24
4x	\$63.12 57.76	\$74.94 68.57	\$166.96 152.76	\$193.53 177.07	\$411.88 376.83	\$617.82 565.24	\$823.76 753.65
5x	\$76.82 70.29	\$89.47 81.86	\$213.72 195.53	\$232.74 212.94	\$514.86 471.04	\$772.28 706.55	\$1,029.71 942.07
6x	\$90.09 82.43	\$102.76 94.01	\$256.45 234.63	\$271.96 248.82	\$617.82 565.24	\$926.75 847.87	\$1,235.66 1,130.49

PASSED AND ENACTED the ____ day of _____ 2023.

Mayor

ATTEST:

City Clerk



ORDINANCE NO. 2184

AN ORDINANCE OF THE CITY OF CRETE, NEBRASKA RELATING TO CONSUMER DEPOSITS; TO AMEND SECTION 3-121 OF THE CRETE MUNICIPAL CODE TO UPDATE THE NEW SERVICE DEPOSIT AMOUNT.

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

Section 1. That Chapter 3, Article 1, Section 3-121 of the Crete Municipal Code shall be amended as follows:

3-121 Electric Department; Service Deposit; Refund.

- (1) Applicants for electric service shall be required to include a service deposit with their application to ensure the payment of electric bills and other charges. The amount of the service deposit shall be set forth in the City’s Master Fee Schedule.
- (2) Service deposits shall remain in the custody of the Electric Department for up to ten years but may be refunded to a customer when (i) service has not been disconnected or payment waived past a disconnection date on more than one occasion over two consecutive years for residential service or over three consecutive years for other service classifications or (ii) service is no longer desired or otherwise permanently terminated. In the event of disconnection after a service deposit has been refunded, the customer will be required to pay reconnection fees in addition to a new service deposit, which will be the same amount which was refunded on their prior account ~~based on eighty percent (80%) of the customer’s average monthly billing~~. Any service deposit may be transferred by a customer between service locations in the city but may not be transferred by a customer to any other customer.

PASSED AND ENACTED the ____ day of _____ 2023.

Mayor

ATTEST:

City Clerk



EXHIBIT B
Sublicense Agreement

This SUBLICENSE AGREEMENT (“Sublicense”) shall be effective on **10-11-2023** (“Effective Date”) and is by and between **Nebraska Crime Commission** (“Sublicensor”) and **Crete Police Department** (“Sublicensee”), each a “Party,” collectively the “Parties”.

RECITATIONS

1. WHEREAS, Sublicensor has entered into an agreement with the Iowa Department of Transportation for the ability to use certain software products (the “Master Agreement”) known as the **“Traffic and Criminal Software”** (“TraCS Software”), and **TraCS Web and Software Development Kit** (“SDK”), and **TraCS Location Tool** (“TLT”) (“collectively the “Licensed Software”)
2. WHEREAS, Sublicensee is a governmental public safety agency within the Sublicensor’s state; and
3. WHEREAS, pursuant to the terms and conditions of the Master Agreement, Sublicensor desires to grant to Sublicensee, and Sublicensee desires to receive a non-exclusive, nontransferable, non-sublicensable license to use the object code version of the Licensed Software;

NOW, THEREFORE, in consideration of the mutual covenants, terms and conditions set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

Section 1: License Grant.

- 1.1 Sublicensor grants to Sublicensee, subject to the terms and conditions of this Sublicense, a nonexclusive, nontransferable, non-sublicensable license to use the object code version of the Licensed Software. The Licensed Software is to be used only on computers owned by Sublicensee and used only by employees of Sublicensee.
- 1.2 Sublicensor grants to Sublicensee, subject to the terms and conditions of this Sublicense, a nonexclusive, nontransferable, non-sublicensable license to use the TraCS software trademark (the “Licensed Mark”) on and in conjunction with the Licensed Software and promotional materials for the Licensed Software.

Section 2: Term.

- 2.1 This Sublicense shall commence and become effective as of the Effective Date and, unless terminated earlier in accordance with Section 3, shall remain in full force to the end of the current calendar year. The Sublicense shall then be automatically renewed on the first day of

each new calendar year for a renewal term period of one year until this Agreement is terminated in accordance with Section 3.

Section 3: Termination.

3.1 This Sublicense may be terminated as follows:

3.1.1 by the Sublicensee at any time; or

3.1.2 by the Sublicensor at any time; or

3.1.3 when the Master Agreement is terminated.

3.1 This Sublicense automatically terminates at the termination of the Master Agreement. If automatic termination occurs pursuant to this Section 3.2, Sublicensee will be provided a 45 day period to cease any and all use of the Licensed Software ("Phase Out Period").

3.2 At the end of the Phase Out Period, Sublicensee shall immediately stop using the Licensed Software and promptly return to Sublicensor all copies of the Licensed Software or certify that all copies have been destroyed.

Section 4: Software Updates

4.1 From time to time, Sublicensor may provide updates to the Licensed Software to Sublicensee. These updates may be used by the Sublicensee under the same provisions as the original Licensed Software.

Section 5: Intellectual Property

5.1 The Sublicensee acknowledges that the Licensed Software contains Intellectual Property belonging to the Iowa Department of Transportation, and that access to this Intellectual Property is conditioned upon the terms and conditions of this Sublicense. Intellectual Property includes any and all registered and unregistered rights granted, applied for or otherwise now or hereafter in existence under or related to any patent, copyright, trademark, trade secret, database protection or other intellectual property rights laws, and all similar or equivalent rights or forms of protection in any part of the world ("Intellectual Property"). Such Intellectual Property is entrusted to the Sublicensee for use as expressly authorized under this Sublicense. To the extent the Intellectual Property is confidential or proprietary, Sublicensee shall hold said Intellectual Property in confidence. Under no circumstances shall Sublicensee, among other infringing acts, decompile, reverse engineer, or "unlock" (as the term is generally used in the industry) any part of the Licensed Software. Sublicensee shall not modify or tamper with the Licensed Software source or object code. Any and all use of the Licensed Software shall be in accordance with the various marking provisions required by the Patent, Trademark and Copyright Act.

Section 6: Disclaimer of Warranty

6.1 The Licensed Software is provided “as is” and without any warranty of any kind, express or implied, including but not limited to, warranties of noninfringement, performance, merchantability, or fitness for a particular purpose.

Section 7: Limitation of Liability

7.1 In no event shall the Iowa Department of Transportation or Sublicensor be liable for any damages whatsoever (including, without limitation, indirect, incidental, special or consequential damages including lost profits, business interruption, loss of information, or other loss) arising out of this Sublicense or Sublicensee’s use or inability to use the Licensed Software.

IN WITNESS WHEREOF, both Parties have caused this Sublicense to be executed by their duly authorized representatives.

Sublicensor:

By: _____

Name: Bryan Tuma

Title: Executive Director

Date: _____

Sublicensee:

By: _____

Name: _____

Title: _____

Date: _____



CRETE PLANNING COMMISSION MEETING

October 3rd, 2023 at 7:00 PM
Crete City Hall, 243 East 13th Street

MINUTES

Notice of the meeting was given by posting, the appointed method for giving notice as shown by the attached notice, at the following locations:

City Hall, 243 East 13th Street
Post Office, 1242 Linden Avenue
City Bank and Trust, 1135 Main Avenue

Advance notice of the meeting was also given to committee members. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open meetings Act, Laws of the State of Nebraska, in the back of the council chambers. All proceedings shown were taken while the meeting was open to the attendance of the public.

1. Open Meeting

Dave Jurena:	Present
Jay Quinn:	Absent
Brent Cole:	Present
Ryan Jindra:	Absent
Justin Kozisek:	Absent
Scott Kuncl:	Present
Drew Rische:	Present
Jennifer Robison:	Present
Jeff Wenz:	Absent

Present: 5, Absent: 4.

City Administrator Tom Ourada was also present during the joint meeting.

Also present for the joint meeting were the following City Council members

Tom Crisman:	Present
Anthony Fitzgerald:	Present

Kyle Frans: Present
Ashley Newmyer: Present
Dan Papik: Present
Dale Strehle: Present
Present: 6.

The meeting was called to order at 6:05pm

2. Roll Call

3. Items of Business

3.A. Comprehensive Plan Update presentation by Confluence staff.

Christopher Shires with Confluence provided a presentation during the joint workshop #2 with the Crete City Council. Including the following information project scope and schedule, plan outline, draft review, and next steps include final approval and updates to the city code. The presentation included community vision and being a welcoming community, quality of life and diversity of housing options.

Transportation was another topic mentioned and exploring partnerships with Saline County Area Transit, Public Health Solutions, Crete Area Medical Center, Doane University and Crete Public Schools. A possible location for a pedestrian overpass was discussed.

A community to grow in and existing land use. Growth restrictions, population projection, and future land use.

Priority A- Annexations

Priority B- Areas that support a wide variety of housing

Priority C- Commercial and business development

What's Next- There will be a Bilingual Public Open House on Monday, October 16th 4:30pm-6:30pm. More information is on the project website with the plan in detail.

Mayor Bauer added that Confluence has done a very good job. Now we can all get the word out so that people attend public open house.

4. Officers' Reports

5. Adjournment

The meeting adjourned at 6:36pm

**Library Board Meeting Minutes
September 12th, 2023 1:00 PM
Crete Public Library UBT Room
1515 Forest Ave.**

1. Open Meeting

The Library has posted a copy of the Open Meetings Act, Laws of the State of Nebraska, in the back of the meeting room. Additional copies are available to read, if anyone wishes one during this meeting, please advise. As each agenda item is considered, if there are any questions concerning the agenda item please advise. The Board may consider items listed on the agenda in random order. This meeting was posted at the Crete News.

2. Roll Call—Jan Sears, Vice President, called the meeting to order at 1:03pm. Other board members present were Jim Crouse, Jared List, and Amanda Lopez. Also present were Joy Stevenson (Library Director), Tom Ourada (City Administrator) and Carrie Wilsman (President of the Friends of the Crete Public Library). Absent: Tom King and Jared List

Jared List arrived at 1:06pm.

3. Consent Agenda—Board will consider approval for the following items. Explanation may occur for each item and the council approves and/or amends the items listed.

A. Minutes of Previous Meeting. Members reviewed and approved the minutes of the August 8th, 2023 meeting. Lopez motioned to accept the minutes, seconded by Crouse, Lopez, and Sears voted to approve the minutes.

4. Reports—

A. Friends of the Library— Wilsman shared the following with the board:

1. 261 children are part of the imagination library with 57 having graduated out of the program.
2. The annual meeting is 5:30pm on Thursday, September 14th. Everyone is welcome.
3. The Friends helped support the Tosca Lee event with setup and tear down.
4. The Friends will help with addressing the bagworm infestation on the library grounds.
5. There will be a trustee vacancy on the Friends of the Library board.
6. The Friends are working on a flyer about the organization and estate planning.

B. City Administrator— Ourada discussed the following with the board:

1. The city had the budget work session. The library budget is not substantially different from the last one. There were some increases where relevant.
2. The taxable evaluation went up 20% and the lid restrictions only allows a 3.8% increase with allowed growth. The city levy will go down six percent. However, property taxpayers will not see a difference since the County Assessment affects the overall taxation.

3. The City is looking at options for 911 dispatch agreement. Currently, the City has a contract with Beatrice Southeast Dispatch and has recently requested renewal with them for a one-year contract while the City considers an alternative option with Saline County Dispatch. The Saline County option may be a cheaper alternative.
4. The City followed a market-based approach for salary/wage increases for other employees this year. In some cases, some employees received a sizable raise last year. So not all employees will receive large raises this year. No one will receive more than 10.5% at once. Per the Commission on Industrial Relations (CIR), the increases can be spread over a two-to-three year span. Therefore, raises exceeding 10.5% will be spread over that time period, depending on the amount of the raise. However, the police officers will receive their raise amounts all in one year based on negotiations.
5. At the time we looked in 2015, Crete has twice as many calls as the rest of the county combined. This is far fewer calls than Beatrice, but yet more calls typically than somebody like Seward.

C. Director— Stevenson discussed the following with the board:

1. The library has an average of five programs a week. The teen programs have grown in particular. The Dungeons and Dragons group has grown to capacity.
2. The Audubon prairie walk was a success.
3. Renker is continuing with the jigsaw puzzle and trivia nights.
4. Stevenson is working on next year's speaker series and Crete Reads! and the two monthly book clubs.
5. There will be a new program: NASA at my library. The Crete Public Library was one of 49 in America and was the only Nebraska library. The programming will be bilingual, and the library will receive a telescope. The library will have a solar eclipse viewing event on Saturday, October 14.
6. The Crete Reads! author Ellen Wiseman will speak virtually on Oct 22, 2023, 1pm lunch and 2pm talk at the library. The meal will be provided by Calabria's Italian restaurant. The library will start promoting and selling tickets.
7. The Library of Things (LoT) is moving ahead. The LoT refers to items that are not traditionally found in a library. The library has twenty-six items on the survey and is currently receiving feedback.
8. The library has a laptop cart that it no longer needs and will be declared surplus.
9. The library is waiting to apply for a free telescope from the Omaha astronomy club.
10. The Nebraska state poet laureate Matt Mason will speak at the library on Sunday, November 19, 2023.
11. The library is looking into the possibility of having Joel Sartore speak about his photography.
12. Stevenson spoke about the frequent shutting off of the HVAC. A discussion ensued as to what could be done to mitigate the situation.
13. There is a bagworm infestation in the library foliage. A group of volunteers will be removing bagworms on Monday.

14. Stevenson provided an update about the building projects related to removing the gravel around the library, the one-foot edge of concrete, and laying the pavers.

D. President: — King discussed the following with the board:

1. No report

5. Special Order of Business—

A. **Personnel:** NA

B. **Building and Equipment concerns:** NA

C. **Board Duties:** NA

D. **Administrative:** NA

6. Petitions-Communication- Citizen concern-NA

7. Adjournment—Meeting adjourned at 12:55pm motioned by List, seconded by Lopez, Crouse, List, Lopez, and Sears voted to approve adjournment. The next meeting will be the second Tuesday of the month: Tuesday, October 10th, 2023, at 12pm in the UBT Room of the library.