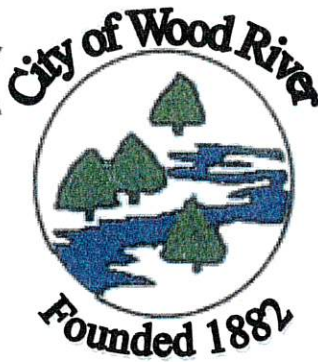




108 W. 10th Street  
PO Box 8  
Wood River, NE 68883



Phone: 308-583-2066  
Fax: 308-583-2316  
clerkcwr@woodriverne.com

REGULAR CITY COUNCIL MEETING  
AGENDA

2023 October 3

TIME: 7:00 PM

BILL READERS: NIELSEN & RENNAU  
PUBLIC NOTICE: (FOLLOWING PAGES)

**I. CALL TO ORDER:**

**II. ROLL CALL:**

**III. RECITE THE PLEDGE OF ALLEGIANCE:**

The Mayor led the Council Members and audience in the Pledge of Allegiance. Mayor Cramer advised the public body of the Open Meetings Act that is posted in the meeting room and entry hall.

**IV. CITY COUNCIL OF WOOD RIVER DECLARATION OF OPEN MEETINGS ACT:**

The City of Wood River abides by the open meetings act in conducting business. A copy of the open meetings act is displayed around the board room and in the hall as required by state law. The City Council may vote to go into closed session on any agenda item as allowed by state law.

**V. CITIZENS WITH BUSINESS NOT SCHEDULED ON THE AGENDA.**

(Comments may have a limitation of 15 minutes per topic. The purpose of the public comment is for the presentation of an item to the City Council that is not on the agenda) **(As required by State Law, no matter may be considered under this item unless Council determines that the matter requires emergency action.)**

**VI. CONSENT AGENDA:**

(All items listed under consent agenda, are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a council member or citizen requests it, in which case the item will be removed and will be considered after completion of the consent agenda.)

VI. Regular Meeting Minutes: September 19, 2023

Pages 1-3

VI. Disbursements \$42,705.07

Page 4

VI. Checks not on the list \$151,485.71

VI. Automatic payments



1. Sunlife Financial \$161.00
2. Blue Cross Blue Shield \$5447.37
3. Lincoln Financial Group \$495.12
4. Redwing Software \$51.94
5. Ameritas \$59.16
6. Clearfly \$353.82

**VII. UNFINISHED OR NEW BUSINESS, COMMUNICATIONS AND ACTION ITEMS**  
(City Council may vote to go into **CLOSED SESSION** on any agenda item as allowed by State Law.)

1. SHERIFF'S report for the month of September 2023. Handout
  
2. MAYOR CRAMER discuss/approve requesting bids for asbestos abatement.
  
3. MAYOR CRAMER discuss compost site fees. Pages 5-7
  
4. MAYOR CRAMER discuss/approve JEO scope of work agreement for Senior Center architectural services. Handout
  
5. MAYOR CRAMER discuss/approve advertising for bids for excess property. Handout
  
6. MAYOR CRAMER discuss/approve Fire Department membership application. Handout

7. MAYOR CRAMER discuss Dodd Street Sewer project.
  
  
  
  
  
  
  
  
  
  
8. MAYOR CRAMER discuss/approve bid received from Midlands Contracting for the Dodd Street Sewer project. Pages 8-9
  
  
  
  
  
  
  
  
  
  
9. BRENT GASCHO discuss/approve sending Brent and Zane to the Nebraska Mosquito and Vector Control meeting on October 5-6 in Kearney. Page 10
  
  
  
  
  
  
  
  
  
  
10. MAYOR CRAMER discuss/approve payment to JEO (Invoice 144685) in the amount of \$2,037.00 for work completed on Electric GIS project. Page 11
  
  
  
  
  
  
  
  
  
  
11. MAYOR CRAMER discuss/approve payment to Felsburg Holt Ullevig (Invoice 38642) in the amount of \$9,470.60 for Advance Assistance project work. Pages 12-13
  
  
  
  
  
  
  
  
  
  
12. VERONICA KAUFMAN discuss/approve library board nomination. Handout
  
  
  
  
  
  
  
  
  
  
13. MAYOR CRAMER discuss/approve annual review for Ana Sanchez. Handout
  
  
  
  
  
  
  
  
  
  
14. MAYOR CRAMER discuss City employee working hours, break periods, punctuality.

VIII. COUNCIL REMARKS:

IX. MAYOR'S REMARKS:

X. DEPARTMENTS REMARKS:

XI. ATTORNEY REMARKS

XII. NEXT REGULAR MEETINGS SCHEDULES ARE AS FOLLOWS:

October 17

|

November 7

|

November 21

**Official  
City Council Minutes  
City of Wood River, Nebraska  
Regular Meeting  
September 19, 2023**

Pursuant to due call and notice thereof, a Regular Meeting of the City Council of the City of Wood River, Nebraska was conducted in the Council Chambers of City Hall, 108 W. 10<sup>th</sup> St, on September 19, 2023. Notice of the time and place of the meeting was given in advance thereof by publicized notice on September 13, 2023 in the Clipper and the Grand Island Independent. An agenda for the meeting, was kept continuously current, and was made available for public inspection on the City's website (woodriverne.com).

**Mayor Greg Cramer** called the meeting to order at 7:00 p.m.

**Council Present:** Rodriguez, Nielsen, Rennau, Rotter, Klingsporn, and Thompson.

**City Officials Present:** Ashley Manning, City Clerk; Brent Gascho, Utilities Superintendent; Christina Wemhoff, Treasurer; Steve Wolford, Street Superintendent

**Public Present:** Tyler Doane, Michelle Setlik, Matt & Elizabeth Troyer-Miller, Sara Arnett, Jim Rennau, Jenie Maloney, Todd King, Chad Shuda.

The **Mayor** led the Council Members and audience in the Pledge of Allegiance.

**Mayor Cramer** advised the public body of the Open Meetings Act that is posted in the meeting room and entry hall.

Items on the consent agenda for approval were:

**September 5 2023, Regular Meeting Minutes.**

Disbursements reviewed this month by: **Rodriguez & Thompson**

Disbursements totaling: **\$50,025.06**

Sales Tax Paid: **\$7,609.05**

Pool Sales Tax Paid: **\$1,462.02**

Payroll: **\$67,433.78**

Payroll Tax: **\$10,938.68**

Retirement: **\$3,781.58**

**SDL Request(s):**

	***10/14/2023 5:00pm – 1:00am / Wedding***
The County Cage 614 Howard Ave. St. Paul, NE	Babel's Barn 510 W Old Military Rd. Wood River, NE

	***10/27/2023 3:00pm – 1:00am / Wedding***
Balz Inc. 3421 West State St. Grand Island, NE	Babel's Barn 510 W Old Military Rd. Wood River, NE

**Public Comment:** **Michelle Setlik** with the Hall County Historical Society presented Council with event flyers. They are having a 100 year celebration on Sunday, October 8<sup>th</sup> at Stolley Park – it is a free event. She also summarized a list of programs/events that are scheduled for the next year. **Elizabeth Troyer-Miller** passed out a summary of the Legacy Station capital campaign fundraising information that included all grants and donations received so far. She explained how the purchase price for the old Good Sam building was calculated.

**Nielsen** made the motion to approve items on the consent agenda as presented. Motion seconded by **Rotter**. Motion carried 5/0. **Thompson** abstained.

**Nielsen** motioned to move into public hearing regarding the budget hearing and budget summary at 7:12pm. Motion seconded by **Thompson**. Christina Wemhoff summarized the budget hearing and budget summary documents. **Nielsen** motioned to move out of public hearing at 7:25pm. Motion seconded by **Thompson**.

**Nielsen** motioned to introduce Ordinance 583 AN ORDINANCE AUTHORIZING THE ACQUISITION OF REAL PROPERTY LOCATED AT LOTS ONE (1) THROUGH TEN (10), BLOCK TWO (2), EAST NORTH LAWN ADDITION, VILLAGE OF WOOD RIVER, HALL COUNTY, NEBRASKA, BY PURCHASE; AND TO PROVIDE FOR AN EFFECTIVE DATE and moved that the statutory rule requiring that the Ordinance be read 3 times be

suspended. Motion seconded by **Thompson**. Motion carried 5/1. **Klingsporn** voted no. **Nielsen** motioned that Ordinance 583 be passed on its final reading by title only. Motion seconded by **Rotter**. Motion carried 6/0.

Todd King was present to ask Council to pay for \$25,000 of the quoted \$59,433.18 for new radios for the Fire Department. The rural board has already agreed to pay \$25,000. The remaining balance will come from the Fire Department's donation fund. The new radios are needed due to upgraded radio systems being implemented in nearby departments. **Rotter** motioned to approve the City paying the requested \$25,000 for part of the radio purchase. Motion seconded by **Nielsen**. Motion carried 6/0.

**Nielsen** motioned into public hearing regarding setting the final tax request at 7:35pm. Motion seconded by **Rotter**. Christina Wemhoff summarized the tax request worksheet asking that the final tax request be set at .611. **Nielsen** motioned to move out of public hearing at 7:37pm. Motion seconded by **Rotter**.

**Rotter** motioned to introduce Resolution 2023-196 A Resolution setting the property tax request for 2023/2024 as follows:

General Fund:	\$583,002.62
Bond Fund:	\$129,426.58

Motion seconded by **Thompson**. Motion carried 6/0.

**Rotter** motioned to move into public hearing regarding the 1 & 6 plan presentation at 7:39pm. Motion seconded by **Nielsen**. Steve Wolford, City Street Superintendent, was present to summarize the 2024 1 & 6 plan. **Rotter** motioned to move out of public hearing at 7:44pm. Motion seconded by **Rodriguez**.

**Rotter** motioned to introduce Resolution 2023-195 A Resolution authorizing signing of the municipal annual certification of program compliance. Motion seconded by **Thompson**. Motion carried 6/0.

Brent Gascho presented bids received for purchasing a new pickup truck for the Utilities Department. Bids were received from Kenesaw Motor Co. and Friesen Ford. Both quotes reflect the government pricing awarded to the 2023 State contract. Both bids are for a 2024 Ford Superduty F250 4x4 crew cab. **Rotter** motioned to accept the quote from Kenesaw Motor Co. in the amount of \$50,830.64. Motion seconded by **Rennau**. Motion carried 6/0.

**Nielsen** motioned to introduce Resolution 2023-194 A Resolution supporting the dedication of a section of US Hwy 30 to Kenny Woitalewicz and Robert Heminger. Motion seconded by **Rennau**. Motion carried 6/0.

Ashley Manning presented documents summarizing the benefits of remaining members of the League of Nebraska Municipalities. **Rotter** motioned to approve payment to the League of Nebraska Municipalities for membership dues in the amount of \$5,104.00 for general membership and \$869.00 for the Utilities section membership. Motion seconded by **Rennau**. Motion carried 6/0.

**Rotter** motioned to approve payment to ABC Seamless in the amount of \$145,280.00 for work completed on the June hail damage insurance claim. Motion seconded by **Thompson**. Motion carried 6/0.

Christina Wemhoff summarized the final budget review. **Rotter** motioned to approve the final budget as presented with the exception of the water collection being changed from \$200 to \$200,000. Motion seconded by **Rodriguez**. Motion carried 6/0.

**Rotter** motioned to approve exceeding the allowable growth rate by an additional 1%. Motion seconded by **Rennau**. Motion carried 6/0.

Christina Wemhoff summarized the Treasurer's Report for the month of August 2023.

**Department Remarks:**

**Wolford:** Ordered the lift station for the Sewer Project on Dodd Street – will take 3-4 weeks to ship. Just received a quote from Midlands to replace approximately 85' of 6" sewer pipe, new manhole, and install lift station: \$59,197.00 – will bring quote to next meeting for discussion/approval.

**Todd King:** ISO rating is coming up, all hydrants need flushed. City Utility workers will get this done soon.

**Council Remarks:**

**Nielsen:** 1) Real property – still need to figure out a lien release so that property can be sold and torn down. 2) If the City is ordering trees this fall the cemetery is interested in ordering some also – Greg to check with Chad Gideon.

**Rotter:** Camper parked on Dodd – drivers cannot see past it.

**Thompson:** Asked Brent for an update on the ball field lighting project. Brent will check in with IES.

**Mayor Remarks:**

None.

As there was no further business to come before this session of the Council, Council member **Nielsen** made the motion to adjourn at 8:20 p.m. Motion seconded by **Thompson**.

You can find agenda request forms and minutes from previous meetings on the city's website at [www.woodriverne.com/agendaform.htm](http://www.woodriverne.com/agendaform.htm). You can preview all ordinances and resolutions at the city office during regular business hours.

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Greg Cramer, Mayor

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Ashley Manning, City Clerk

CLAIMS

10/3/2023

ABBREVIATIONS USED: RP=REPAIRS, SU=SUPPLIES,  
 SE=SERVICES, IT=INS/TAXES/RETRM, RE=REIMBURSEMENTS  
 UE=UTIL. EXPENSES, DM=DUES/MEMBERSHIPS/FEES, SP=SALARIES  
 PAID, ER=ELECTRICAL REBATE, MI=MISCELLANEOUS, OE=OPERATING  
 EXPENSES, CD=CD'S PURCHASED

**General Fund**

HOMETOWN LEASING	OE	44.71
CAPITAL BUSINESS SYSTEMS	SE	454.86
CHRISTINA WEMHOFF	RE	37.96

**Street Fund**

INLAND TRUCK	SE	4864.25
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**Sewer Fund**

JOHNSON SERVICE	SE	2005.70
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**Library Fund**

DOLLAR GENERAL	SU	10.00
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**Electric Fund**

JEO	SE	338.75
WESCO	SU	11560.00
TOOFAST	SU	369.99
SPPD	UE	9.74

REVIEWED BY:

**Water Fund**

NEBR PUBLIC HLTH LAB	SE	223.00
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**Police Fund**

HALL CO SHERIFF	SE	7719.23
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COUNCILPERSON

**Senior Center Fund**

EAKES	SU	36.92
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**Game & Park Fund**

NEBRASKA GAME & PARK	RE	40.00
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**Ambulance Fund**

WR AMBULANCE	RE	2344.00
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**Variety Fund**

MENARDS	MI	235.68
JELINEK ACE HARDWARE	SU	75.65
CARDMEMBER SERVICES	MI	3454.87
GREAT PLAINS COMM	UE	538.65
VERIZON	UE	175.63
PROTEX CENTRAL	SE	256.00
PRESTO-X	SE	183.06
BLACK HILLS	UE	352.07
MATHESON	SU	1885.64
FIVE POINTS	IT	100.00
CITY OF WOOD RIVER	UE	5388.71

TOTAL DISB.	\$	42,705.07
CHECKS NOT ON LIST	\$	151,485.71
	\$	194,190.78

**Checks not on list**

37535 LONM	5104.00
37536 LONM - UTILITIES	869.00
37537 ABC SEAMLESS	145280.00
37538 USPS	232.71



ORDINANCE NO. \_\_\_\_-23

AN ORDINANCE TO REPEAL AND REPLACE SECTION 4-830 OF THE MUNICIPAL CODE OF WOOD RIVER, NEBRASKA, RELATED TO USE OF CITY COMPOST AREA; REPEAL ALL OTHER ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND TO PROVIDE FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF WOOD RIVER, HALL COUNTY, NEBRASKA, AS FOLLOWS:

**SECTION 1. AMENDMENT:**

That Section 4-830 of the Municipal Code of Wood River, Nebraska, is hereby repealed and replaced in its entirety so as to read as follows:

**§ 4-830 USE OF CITY COMPOST AREA**

- (1) The following definitions shall apply in the interpretation and enforcement of this Section.

CITY COMPOST AREA. The term “City Compost Area” shall mean the area designated for the dumping of grass, leaves, and tree branches by the City of Wood River, generally located at [REDACTED].

YEARLY REGISTRATION FEE. The term “yearly registration fee” shall mean a recurring charge imposed for the privilege of utilizing the City Compost Area.

RESIDENT. The term “resident” shall mean an individual that resides permanently within the boundaries of the municipality.

COMMERICAL ENTITY. The term “commercial entity” shall mean any entity engaged in commercial or business-related activities, including but not limited to landscaping companies, tree service providers, and other similar businesses.

- (2) The dumping of grass, leaves, and tree branches at the City Compost Area shall be authorized only after a yearly registration fee has been paid. The yearly registration fee will not be prorated and is not transferrable. No refunds

will be allowed for any reason. Following initial registration, the yearly registration fee will be billed on January 1 of each year.

- (3) Any resident of the City shall be entitled to dump grass, leaves, and tree branches generated from their own property, upon the payment of a yearly registration fee in the amount of [REDACTED]. Each household is permitted to have only one active residential registration.
- (4) Any commercial entity shall be entitled to dump grass, leaves, and tree branches generated from within boundaries of the municipality, upon the payment of a yearly registration fee in the amount of [REDACTED]. Each commercial entity is permitted to have only one active commercial registration, regardless of the number of employees.
- (5) Anyone who authorizes another to make use of such a registration shall automatically have their privilege to make use of the City Compost Area revoked for a period of one year, and upon completion of said revocation period, shall pay a reinstatement fee of [REDACTED] in addition to the yearly registration fee. Such revocation period shall apply to any individuals residing within the same household, or working/operating as the same commercial entity.
- (6) Any person who dumps or deposits any item of refuse other than grass, leaves, and tree branches at the City Compost Area; or any person who is not a registered user of the City Compost Area who deposits any refuse including grass, leaves and tree branches at the City Compost Area shall be guilty of a misdemeanor and shall be fined an amount not to exceed one hundred dollars (\$100.00) together with court costs.
- (7) The provisions of this Section shall not apply to the City of Wood River.
- (8) The City of Wood River shall have the discretion to grant authorization to specific entities not otherwise qualified to dump grass, leaves, and tree branches at the City Compost Area. A request for such authorization shall be made to the City Council, and approval shall come in the form of a formal vote.

**SECTION 2. REPEAL:**

That all ordinances or portions of ordinances in conflict herewith are hereby repealed.

**SECTION 3. PUBLICATION AND EFFECTIVE DATE:**

This ordinance is adopted and approved for publishing in pamphlet form, and shall be in full force and effect from and after 15 days after its passage, approval, and publication or posting as provided by law. The provisions of this Ordinance shall become and be made part of the Municipal Code of the City of Wood River, Nebraska and sections of this Ordinance may be renumbered to accomplish such intention.

Passed and approved this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Greg Kramer, Mayor

ATTEST:

\_\_\_\_\_  
Ashley Manning, City Clerk

# BID PROPOSAL



## MIDLANDS CONTRACTING INC.

P.O. BOX 1065

KEARNEY, NE 68848

Contact: Scott White

Phone: (308) 237-7979

Fax: (308) 234-5390

Quote To: Village of Wood River  
c/o W Design  
Steve Wolford

Job Name: Dodd Street Sanitary Sewer  
Job Location: Wood River, NE

Phone:  
Fax:

Bid Date: September 19, 2023

ITEM	DESCRIPTION	QUANTITY	UNIT		
1	Mobilization	1.00	LS		
2	Rem/Dispose of Existing VCP	98.00	LF		
3	F & I - New 48" Standard Manhole	1.00	EA		
4	C.I. Rings and Covers	1.00	EA		
5	6" SDR35 PVC - W/Gravel Bedding	97.00	LF		
6	Install Only - E/One Grinder Pump Station	1.00	EA		
7	F & I - 1 1/4" Poly Forcemain	190.00	LF		
8	Tap/Connect to Existing Manhole	1.00	EA		
9	Raise Existing Manhole Ring & Cover	1.00	EA		
10	Seeding	1,000.00	SF		
	<b>6" OPTION TOTAL</b>				<b>59,197.00</b>
1A	Mobilization	1.00	LS		
2A	Rem/Dispose of Existing VCP	98.00	LF		
3A	F & I - New 48" Standard Manhole	1.00	EA		
4A	C.I. Rings and Covers	1.00	EA		
5A	8" SDR35 PVC - W/Gravel Bedding	97.00	LF		
6A	Install Only - E/One Grinder Pump Station	1.00	EA		
7A	F & I - 1 1/4" Poly Forcemain	190.00	LF		
8A	Tap/Connect to Existing Manhole	1.00	EA		
9A	Raise Existing Manhole Ring & Cover	1.00	EA		
10A	Seeding	1,000.00	SF		
	<b>8" OPTION TOTAL</b>				<b>61,537.00</b>

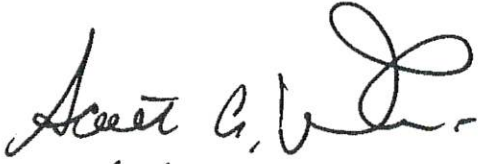
**NOTES:**

Clarifications / Exclusions:

- We DO NOT include bond costs in our proposal, If Required Add 1% to Bid Price.
- We DO NOT include any seeding, sod or landscape work.
- We DO NOT include compaction testing.
- We DO NOT include concrete testing.
- We DO NOT include staking costs in our proposal.
- We DO NOT include furnishing the E/One pump station.
- Midlands Contracting will not be held responsible for voiding the warranty of the pump station for coring holes into it for the

inlet pipes.

- We include breaking up the VCP pipe we remove and placing in our bacfill 3' minimum above the new pipe.
- We DO NOT include any electrical work.
- We DO NOT include any service line work or service connections.
- We DO NOT include any city permits, fees or any inspection fees that may be required.
- We DO NOT include any erosion control.
- This proposal is valid for fifteen (15) days from the above date.
- This proposal and its clarifications shall become an attachment to the Contract.
- Our bid scope of work is limited to the bid items shown in this proposal.

  
9/19/23

Nebraska Mosquito and Vector Control Association  
**2023 Annual Meeting Registration Form  
& Membership Dues**

Names Brent Gascho, Zane Strode  
Agency City of Wood River  
Mailing Address PO Box 8  
City Wood River State NE Zip 68883  
Phone number 308 583 2515 Email (optional) \_\_\_\_\_



If you wish to receive a PDF format email Skeeter, please contact Penny Evans at [neskeeter@gmail.com](mailto:neskeeter@gmail.com).  
Be sure to check your junk box and add the address to your safe list.

**2023 Annual Meeting Registration:**

\$50 per person (includes Thursday breakfast rolls, lunch, breaks,  
& Friday breakfast rolls and breaks)



**Nebraska Mosquito and Vector Control Association 2023 Dues:**

\_\_\_\_\_ \$15 yearly membership only and **will not** be attending Annual Meeting.

**Vendor Registration:**

\_\_\_\_\_ \$150 for one display table and registration/NMVCA membership for one person  
\_\_\_\_\_ \$25 voluntary donation towards following events (sponsor will be indicated in program):  
\_\_\_\_\_ Thursday morning hot breakfast \_\_\_\_\_ Friday morning hot breakfast  
\_\_\_\_\_ Thursday mid-morning break \_\_\_\_\_ Friday mid-morning break  
\_\_\_\_\_ Thursday mid-afternoon break

Please make checks payable to NMVCA. All fees must be paid by the day of registration.  
We will not bill agencies or issue purchase orders or invoices.

Mail this registration form  
(and checks payable to NMVCA) to:

Marg Root  
689 Elm St.  
Ashland, NE 68003  
Phone & Fax: (402) 944-7404

For further information, contact:

Tom Janousek  
(402) 672-0930  
[tjmosq@msn.com](mailto:tjmosq@msn.com)

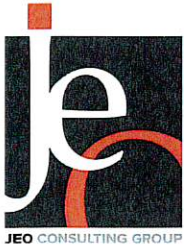
**Meeting site:** October 5 & 6, 2023

The Conference will be at the Holiday Inn, Kearney, NE.

The sleeping rooms will be in the adjacent LaQuinta Inn, 108 3<sup>rd</sup> Ave, Kearney. 308-237-4400.  
The govt rate is \$98/night. Please register soon for this rate. Room block under Nebraska Mosquito Group

Thursday, October 5: Registration: 8:00am.  
Meeting: 8:30am to 4:30pm, Coffee, hot breakfast, lunch & breaks  
**Evening dinner on your own. Enjoy the many fine restaurants in Kearney!**

Friday, October 6: Meeting: 8:00am to noon. Includes hot breakfast and breaks.



Invoice

September 25, 2023

Project No: R230797.00

Invoice No: 144685

Invoice Amount: 2,037.00

Brent Gascho  
City of Wood River  
108 W. 10th Street  
PO Box 8  
Wood River, NE 68883

Project Manager Matt Kalin

Project R230797.00 Wood River 2023 Electric System Improvements

**Professional Services through September 15, 2023**

	Contract Amount	Percent Complete	Billed-to-Date	Previous Billing	Current Billing
<b>Lump Sum Phase(s)</b>					
Preliminary Design	\$12,500.00	100%	\$12,500.00	\$10,463.00	\$2,037.00
Final Design	\$8,500.00	0%	0.00	0.00	0.00
Bidding and Negotiation	\$5,000.00	0%	0.00	0.00	0.00
Construction Services	\$10,750.00	0%	0.00	0.00	0.00
<b>Total</b>	<b>\$36,750.00</b>		<b>\$12,500.00</b>	<b>\$10,463.00</b>	<b>\$2,037.00</b>
<b>Total Amount Due Upon Receipt :</b>					<b>\$2,037.00</b>



September 25, 2023

Greg Cramer  
Mayor, Wood River  
108 W 10th Street  
PO Box 8  
Wood River, NE 68883

RE: Wood River Advance Assistance Project (Drainage Improvements)  
Progress Report for the Period ending August 31, 2023  
FHU Project Number 119362-05  
Submitted with Invoice Number **38642**

Dear Greg:

This report for the above referenced project describes progress made in the past period, any deliverables submitted, the status of the budget and schedule, and estimates progress to be made in the upcoming period. To help with the quarterly reporting and grant reimbursement requests, I am including a budget summary for each grant task, along with project management cost summary and detail as requested by NEMA. Also included is Invoice No. 38642 in the amount of **\$9,470.60** with a total billed-to-date amount of **\$465,871.73** which represents approximately 82% of the original contract amount.

### **Progress This Period**

This period we worked on responding to comments from the NEMA review of the HMGP application, which involved refinement of the alternatives analysis and further documentation of the Threatened/Endangered Species coordination. Other comments addressed adding anticipated ground disturbance photos, coordinating with you on the maintenance agreement letter, and minor edits to the BCA documentation and the application form.

In addition, we coordinated with NEMA and developed a budget amendment to submit to FEMA to reallocate funds for the grant. This is required in order to allocate funds that were unused in other grant tasks into the HMA application task so we can develop a BRIC grant application as well. This work was all driven by the NEMA recommendation that a Building Resilient Infrastructure in Communities (BRIC) grant be submitted as well as the HMGP application.

Additional project management work this period involved grant budget tracking and documentation.

### **Deliverables this Pay Period**

The final updated HMGP application documents were submitted to NEMA on 8/27/2023. The budget amendment to reallocate task funds for the grant was submitted on 8/20/2023.

### **Meetings**

N/A

### **Anticipated Progress in the Next Period**

Work in the next period will depend on how quickly we get approval to begin the BRIC grant application. NEMA indicates we will also need a milestone extension to work on the BRIC, and we will process that as well.



September 25, 2023  
City of Wood River  
Advance Assistance Project (Drainage Improvements)  
Page 2

**Budget and Schedule Status**

As noted above, at the end of this period we are 82% through the budget for the work on the Advance Assistance (Drainage Improvements) project. I am hopeful that the BRIC grant application will proceed quickly once we get the Budget Amendment approval.

As you know, Greg, we are grateful for the opportunity to work with you. If you have any questions regarding this progress report, please feel free to contact me at 402-438-7530 or [jodi.kocher@fhueng.com](mailto:jodi.kocher@fhueng.com).

Sincerely,

**FELSBURG HOLT & ULLEVIG**

A handwritten signature in blue ink that reads "Jodi E. Kocher". The signature is written in a cursive style with a large initial "J" and "K".

Jodi E. Kocher, PE  
Sr. Water Resources Engineer

Enclosures