

City Council Regular Meeting
Tuesday, May 23, 2023 7:00 PM

Hickman Community Center/City Hall 115
Locust Street, Room 128 Hickman, Nebraska

1. Call to Order

1.A. This is an Open Meeting of the Hickman Nebraska Governing Body. The City of Hickman abides by the Nebraska Open Meetings Act in conducting business. A copy of the Nebraska Open Meetings Act is on display in this meeting room as required by Nebraska State Law. Notice of meeting and copies of this agenda have been publicly posted prior to the meeting at the Hickman City Hall, Hickman U.S. Post Office, U-Stop Market and the City of Hickman website.

1.B. Participant Sign-In Sheet Available & Disclosure of Meeting Recording Process Notice Posted.

1.C. Registered Agenda Speakers: All individuals requesting to be Registered Agenda Speakers must fill out a Registered Speaker Card & submit to Recording Clerk. The Mayor or Presiding Meeting Officer reserves the right to deny this request, or will call you to the podium when your agenda item is ready to be heard. Presentations, if allowed, may be limited to five (5) minutes per person, with a limit of three (3) individuals speaking per topic position. Please come to the podium, and clearly state your name and address for the record and the agenda topic you wish to speak upon in a professional manner. All individuals requesting to hand out documents to City Council Members must deliver them directly to the City Clerk for distribution.

1.D. The City Council may vote to go into Executive Closed Session on any agenda item as allowed by Nebraska State Law. The Governing Body may be excused and re-enter the City Council meeting room at any time after reconvening open session.

2. Pledge of Allegiance

3. Roll Call

4. Mayor Communications

5. Consent Agenda

5.A. Approval of May 9, 2023 City Council Meeting Minutes

5.B. Claims and Accounts Payable Report

- 5.C. Statement of Accounts and Budget Cash Report as of April 30, 2023
- 5.D. Monthly City Sales Tax Report
6. Proclamations, Presentations, Appointments, Affirmations & Introductions
 - 6.A. Presentation of Hickman Pressure Zone (Water) Study
 - 6.B. Alexa Check Day Proclamation
7. Reports
 - 7.A. Public Works and Parks and Recreation Department
 - 7.B. City Code Violations, Abatements, Nuisances and Permits
 - 7.C. Project Update on 68th Street & Hickman Road Roundabout
8. Public Hearings
 - 8.A. City of Hickman Land Acquisition for Expansion of the City's Wastewater Treatment Facility
 - 8.B. For the purpose of conducting a hearing on a Resolution of Necessity, Resolution 2023-04, creating Sewer Improvement District No. 2023-1 of said City.
9. Unfinished Business - None
10. New Business
 - 10.A. Consideration of Bids for Water Treatment Plant - 2nd Train Project
 - 10.B. Resolution 2023-04, Resolution of Necessity, Creating Sewer Improvement District No. 2023-1
 - 10.C. Resolution 2023-05, Authorizing the Acquisition of Certain Real Property for Wastewater Treatment Plant Expansion Project.
11. City Administrator's Report
12. Governing Body Comments & Council Correspondence
 - 12.A. LARM Safety Grant Award for Hickman Skatepark Security Camera
 - 12.B. City Hall Closed on Monday, May 29, 2023 for Memorial Day

13. Meeting Adjournment

MINUTES OF THE HICKMAN CITY COUNCIL MEETING HELD

Mayor Phil Goering called the meeting to order at 7:00 pm on May 09, 2023 and referenced the meeting recording process, optional sign in sheet, and open meeting law posting. All those present stood and recited The Pledge of Allegiance. Council Members Steve Noren, Doug Wagner, Travis Borchardt, Chad Parker, and John Meese were present for Roll Call. Justina Ziemann was absent and excused from the meeting. Prior notice of the meeting and agenda were provided to the Mayor and all members of the Governing Body. Notice of the meeting was distributed and posted at Hickman City Hall, U.S. Post Office-Hickman, U-Stop Market and the City of Hickman Website.

Mayor Communications - None Consent Agenda

City Clerk presented and discussed the April 25, 2023 Meeting Minutes, and line-item content of Claims Report with the Governing Body. Motion by Council Member Wagner and a second by Parker to approve the consent agenda. The following Council Members voted "YEA": Borchardt, Parker, Meese, Noren, Wagner. The following Council Members voted "NAY": None. Motion passed 5-0.

Proclamations, Presentations, Appointments, Affirmations & Introductions

Mayor Goering presented the National Public Works Week Proclamation. No action was taken.

Reports

Mayor Goering presented the Lancaster County Sheriff's Report to the Governing Body and invited Deputy to discuss the report. Motion by Council Member Noren and a second by Parker to approve the Lancaster County Sheriff's Report. The following Council Members voted "YEA": Borchardt, Parker, Meese, Noren, Wagner. The following Council Members voted "NAY": None. Motion passed 5-0.

City Clerk presented and discussed the April 2023 Community Center Report with the Governing Body. Motion by Council Member Wagner and a second by Meese to approve the Community Center Report. The following Council Members voted "YEA": Borchardt, Parker, Meese, Noren, Wagner. The following Council Members voted "NAY": None. Motion passed 5-0.

Mayor Goering presented the Reading, Historical & Tech Centre Report and invited the Reading Centre Director Erin Stueven to present the Reading, Historical & Tech Centre Report. Ms. Stueven discussed that the Reading Centre has four hundred fifteen patrons, nine of those new and one hundred forty items were checked out. The number of participants with story time has largely increased and story time in the park will continue this summer. A new volunteer with the Reading Centre is creating a website and once complete the Historical Centre will be added to the website. The Reading Centre will be busy this summer with a lot of activities like guitar lessons, tutoring, and a book sale. Motion by Council Member Parker and a second by Wagner to approve the Reading, Historical & Tech Centre Report. The following Council Members voted "YEA": Borchardt, Parker, Meese, Noren, Wagner. The following Council Members voted "NAY": None. Motion passed 5-0.

Mayor Goering presented the 68th Street & Hickman Road Roundabout Project Report with the Governing Body. No action taken.

Public Hearings - None

Unfinished Business - None

New Business

Mayor Goering presented Request for the Use of City Property for a Food Truck on Locust Street from Nebraska Communities Playhouse. City Clerk discussed that this request has multiple dates that coincides with the playhouse's event schedule. Motion by Council Member Wagner and a second by Borchardt to approve the request for the use of city property for a food truck on Locust Street from Nebraska Communities Playhouse pending insurance. The following Council Members voted "YEA": Borchardt, Parker, Meese, Noren, Wagner. The following Council Members voted "NAY": None. Motion passed 5-0.

City Administrator's Report – None

Governing Body Comments and Correspondence

Mayor Goering discussed that the City Hall Closed on Monday May 29, 2023 for Memorial Day

Adjournment

Motion by Council Member Wagner and a second by Borchardt to adjourn the meeting at 7:31 PM. The following Council Members voted "YEA": Borchardt, Parker, Meese, Noren, Wagner. The following Council Members voted "NAY": None. Motion passed 5-0.

Mayor Phil Goering

Jaala Johnson, City Clerk

DRAFT

City Council Meeting May 23, 2023
Accounts Payable as of May 19, 2023

Vendor	Memo	Open Balance	Check No.
A-1 Total Home Pest Control	INV# 16861- Pest Treatment	\$80.00	
Aleks Lewis	Umpire (1 Game)	\$45.00	
All Copy Products	INV # AR3891363- Monthly Printing Services	\$417.10	
Anden Papik	Umpire (6 Games)	\$260.00	
Anthony Fabela	2023 Umpire (5 game)	\$215.00	
Assa Abloy Entrance Systems US Inc.	Inv# SEI 1626121 - Repair ADA Door Community Center	\$455.25	
Beatrice Concrete Co. Inc	Inv# 40649 - 5.50CY Street Repairs Water Main Break, Parking Stalls, Skate Park	\$967.10	
Bizco Technologies	5.1.2023 - 5.31.2023 Proofpoint Monitoring Service	\$36.00	
BOK Financial	HICKMANGOR21 - Refunding Bond, 2021, Water Dept.	\$4,623.75	
BOK Financial	HICKMANGOR21B - Refunding Bond, 2021, Water Dept. Interest Payment	\$4,065.00	
Brainard Softball Program	Tournament League Fees BRL 12U	\$225.00	
CarQuest (Advance Auto Parts	Inv # 7185-477325 - Hydraulic Hose & Fitting Backhoe	\$67.43	
Connor Terry	Umpire (1 game)	\$45.00	
Crown Awards	Medals T-Ball, Coach Pitch & BRL 8U Tournament	\$1,093.59	
Culligan of Lincoln	Account 662916 Salt/Water Softener April Delivery Fee (missed on invoice)	\$2.00	
Daesia Clark	Umpire (4 Games)	\$180.00	
Direct TV	Acct 035168839 April 2023 TV Services	\$161.29	
Electronic Contracting Company	Inv# 42866 - Access Control & Video Surveillance Complete Care	\$2,500.00	
Eli Starner	Umpire (1 game)	\$40.00	
Envirodyne Systems, Inc.	Inv# I-9986-1 - Oil Seal Clarifier Wastewater Plant	\$260.01	
Everett Larsen	Umpire (8 games)	\$340.00	
Executive Answering Service	Inv# 221800023- Answering Service 4.4.2023-5.1.2023	\$71.50	
Garland Youth Sports	2023 League 10& U Fee Softball	\$225.00	
Hawkins, Inc.	Invoice #6471428- Water Treatment Supplies Chlorine	\$10.00	
Hickman True Value	Meter	\$195.49	
Lancaster County Sheriff's Office	Inv# C3217- May 2023 Contractual Service	\$11,339.00	
Lancaster County Sheriff's Office	Inv# C3216- April2023 Extra Duty	\$655.00	
Lane Brewster	Umpire (5 Games)	\$215.00	
Luther, Wade	Turn Drive Cap Post Driver (reimbursement, Wade paid for part)	\$100.00	
Menard's	Inv# 09731 - Drive Bit	\$4.99	
Menard's	Inv# 9835 - Floor Squeegee, Broom, Soap, Adapter, Container, Tire Chuck	\$148.04	
Menard's	Inv# 8983 - 1/2 X 25 Liquidtight Metallic Conduit , 20 Amp Pole Breaker	\$72.74	
Midwest Turf & Irrigation	Workman MDX Used 2209 Hours	\$6,657.00	
Municipal Supply, Inc. of Omaha	Inv# 0870136 - 3/4 Inch Water Meters 1 Case	\$2,016.00	
NDEE - Fiscal Services	Inv # 9391Clean Water SRF Semi-Annual Principal & Interest Payment Loan# C317887	\$22,549.68	
Assoc	2023 Due & Workshop - TG, Parks Dept.	\$40.00	
Lab	Inv # 564701- Water Sampling Tests, Water Dept	\$45.00	
Norris Public Power	Acct# 0214782000 - April 2023 Wholesale	\$79,341.47	
Norris Public Power	Acct# 2375 - Utilities - Waste Water Trmt Plant, Sewer Dept. Water Plant & Wells, Water Dept.	\$4,093.28	
Olsson	Inv# 457004- Project 023-03229 Hickman Scotts Creek Trail Design	\$9,080.00	
Olsson	Inv# 448961- Project # 017-32130 Roundabout Intersection Improvement	\$64,668.71	
Owen Elwood	Umpire (5 Games)	\$205.00	
Quinn Boudreaux	Umpire (1 Game)	\$45.00	
Reese Behrends	2023 Umpire (4 games)	\$160.00	
The Home Depot Pro	Inv# 745682807 - Trash Bags & Soap Dispensers	\$514.30	
The Home Depot Pro	0	\$53.53	
The Home Depot Pro	Inv# 744208349 - Fridge Concession Stand	\$493.02	
Tractor Supply Co.	spade, nailer, sprayer hose, glycerin, gallon paint, stainless clamp	\$238.92	
ULINE	Office Desk (Shop PW Office), 2-Drawer File (Shop PW Office), Hand Soap Community Center & TP, Paper Plates	\$1,277.57	
TOTAL		\$220,593.76	

**City Council Meeting May 23 2023
Accounts Payable as of May 19, 2023**

Vendor	Memo	Payment	Check No
Ameritas Life Ins., Corp.	Employee Pension Plans	\$3,895.30	ACH
ICMA Mission Square	Employee Retirement Contribution	\$486.92	ACH
IRS	Payroll Taxes	\$7,775.17	EFTPS
Ne Dept. of Revenue	Sales Tax	\$13,380.46	ACH
Nebraska Department of Revenue	Income Tax	\$2,580.90	ACH
Office Depot	Printer Paper	\$229.95	ACH
Payroll Distribution (Net Pay)	City Staff 05/19/2023	\$25,073.81	ACH
State of NE & Erin M McCartney	Employee Liabilities	\$727.85	ACH
United Healthcare Insurance Company	June2023 Employee Premiums	\$391.42	ACH
Unum	June 2023 Employee Premiums	\$216.73	ACH
Wells Fargo - VISAXxx4676	Subscriptions, Prof. Development, Supplies	\$1,911.70	ACH
Wells Fargo - VISAXxx8509	Subscriptions, Prof. Development, Supplies	\$2,033.15	ACH
Windstream	Acct# xxxx2029 - City Office Phone & Internet	\$869.51	ACH
Windstream	Acct# xxxx9419 - Wastewater Treatment Plant Phone	\$72.42	ACH
Windstream	Acct# xxxx9419 - Water Treatment Plant Phone	\$101.89	ACH
TOTAL		\$ 59,747.18	
TOTAL CLAIMS REPORT		\$ 280,340.94	

Reviewed and Approved on May 23, 2023

MayorPhil Goering Council Member Ziemann

Council President Wagner Council Member Noren

Council Member Parker Council Member Borchartd

Council Member Meese Jr.

**City of Hickman
Statement of Cash Bank Accounts
FY2022/2023**

<u>Account #</u>	<u>Account Name</u>	<u>February 2023</u>	<u>March 2023</u>	<u>April 2023</u>
	Cash on Hand	\$200.00	\$200.00	\$200.00
	Cash on Hand - Reading Centre	\$24.00	\$24.00	\$24.00
...8760	General Fund Checking	\$554,685.16	\$811,071.28	\$3,022,471.17
...1586	Linear Park Fund	\$9,948.75	\$9,948.75	\$9,948.75
...7412	Reading-Tech & Historical Center	\$4,010.29	\$3,905.46	\$3,605.16
...4500	Arts Council	\$3,116.59	\$3,116.59	\$3,116.59
...2843	Keno Revenue	\$72,619.37	\$76,380.84	\$80,510.16
...7578	Electrical Reserve (Baylor Heights Reserve)	\$74,026.09	\$74,041.81	\$74,056.01
...0938	TIF Account	\$630.84	\$630.84	\$630.84
...0863	Parks & Recreation Activities	\$50,482.66	\$46,497.98	\$43,386.98
...7420	Debt Service Reserve (CURR Series 2018 Bond Reserve)	\$155,633.67	\$155,732.81	\$155,822.41
...7479	Sewer Reserve Acct	\$60,628.20	\$60,641.07	\$60,652.70
...2883	CUR Revenue Series 2018 (Terrace View Reserve)	\$274,789.73	\$275,079.12	\$275,340.78
...4664	Street Sinking Fund	\$534,671.84	\$310,653.85	\$205,482.47
...5322	ARP Funds	\$0.00	\$0.00	\$0.00
...5333	Sales Tax Revenues	\$1,034,890.71	\$718,747.24	\$766,596.14
	Total Funds Available	\$2,830,357.90	\$2,546,671.64	\$4,701,844.16
...7404	Hickman Area Economic Dev. Association	\$15,928.22	\$15,928.22	\$15,928.22
	Total HAEDA Funds Available	\$15,928.22	\$15,928.22	\$15,928.22

**CITY OF HICKMAN
BUDGET CASH REPORT
As of April 30, 2023**

Fiscal Year Completed:
58.33%

	April Receipts	April Expenditures	Expenditures to Date	Expenditures Budget	Budget Available	% of Budget Spent
GENERAL FUND	786,705.31	87,563.79	772,001.22	1,046,535.00	274,533.78	73.77%
STREET FUND	32,811.44	123,436.13	1,816,933.16	2,642,338.00	825,404.84	68.76%
WATER FUND	1,600,121.89	231,222.55	801,070.41	2,355,795.00	1,554,724.59	34.00%
ELECTRIC FUND	127,818.87	160,799.69	886,500.06	1,920,063.00	1,033,562.94	46.17%
SEWER FUND	70,194.59	61,010.36	304,343.02	1,925,652.00	1,621,308.98	15.80%
POLICE FUND		11,969.81	84,184.03	141,063.00	56,878.97	59.68%
PARK FUND	-276.00	20,062.31	119,516.90	254,843.00	135,326.10	46.90%
TOTAL FUNDS	2,617,376.10	696,064.64	4,784,548.80	10,286,289.00	5,501,740.20	46.51%

	Principal Balances as of 10/01/22	April Expenditures	Loan Payments to Date	Expenditures Budget	Budget Available	% of Budget Spent
DEBT SERVICE						
2017 SEWER GO REFI	1,325,000.00		234,267.50	238,132.50	3,865.00	98.38%
2021 WATER GO REFI	1,265,000.00		144,633.75	149,057.50	4,423.75	97.03%
NDEE #317887 CLEAN WATER UV	458,680.23		22,600.45	45,150.13	22,549.68	50.06%
2018 ELEC/SEWER REFUNDING BOND	940,000.00		13,131.25	161,262.50	148,131.25	8.14%
2018 ELEC/SEWER NEW REVENUE (T.View)	1,040,000.00	62,795.00	62,795.00	80,590.00	17,795.00	77.92%
2021 COPS (Community Center)	3,190,000.00		142,558.75	174,897.50	32,338.75	81.51%
TOTAL DEBT SERVICE	8,218,680.23	62,795.00	619,986.70	849,090.13	229,103.43	
TIF LOANS						
AUTO CENTER	10,971.68	*paid off	1,540.12	4,792.00	3,251.88	32.14%
FORMER SCHOOL HOUSE	7,052.36		2,396.00	3,080.24	684.24	77.79%
TOTAL TIF LOANS	18,024.04	0.00	3,936.12	7,872.24	3,936.12	

	April BILLING	REVENUE TO DATE	% of Budget Met
UTILITY ENTERPRISE			
ELECTRIC	124,472.07	982,150.34	61.93%
WASTEWATER	66,880.92	452,954.74	65.99%
WATER	50,692.53	330,927.50	64.01%
MISC (ie: SERVICE CALL, RETURNED CHECK FEE)	180.00	987.56	-
TOTAL UTILITIES	242,225.52	1,767,020.14	63.35%
CUSTOMER DEPOSITS	1-Apr 81,198.26	Monthly In/Out 1,800.00	30-Apr 82,998.26

NEBRASKA DEPARTMENT OF REVENUE

LOCAL OPTION SALES AND USE TAX

REMITTED TO CITIES

COLLECTION MONTH*	SALES/USE TAX	CONSUMERS USE TAX	SALES TAX ON MOTOR VEHICLES	CURRENT MONTH'S REFUNDS TO TAXPAYERS	3% ADMIN FEE	ALLOCATION TO CITY	***SETTLEMENT AMOUNT	NEXT MONTH'S REFUNDS TO TAXPAYERS	**SETTLEMENT DATE
AUGUST	54,370.04	216.10	10,428.31	0.00	(1,637.58)	52,948.56	52,948.56	0.00	10.21.2022
SEPTEMBER	58,211.07	(122.83)	9,977.08	0.00	(1,742.65)	56,345.59	56,345.59	0.00	11.22.2022
OCTOBER	47,162.43	635.82	9,953.93	0.00	(1,433.95)	46,364.30	46,364.30	0.00	12.22.2022
NOVEMBER	43,383.57	633.86	10,032.61	0.00	(1,621.50)	52,428.54	52,428.54	0.00	1.23.2023
DECEMBER	41,490.83	1,366.86	10,496.61	0.00	(1,600.63)	51,753.67	51,753.67	0.00	2.22.2023
JANUARY	36,800.15	255.49	9,133.75	0.00	(1,385.68)	44,803.71	44,803.71	0.00	3.22.2023
FEBRUARY	36,404.00	448.26	11,330.12	0.00	(1,445.47)	46,736.91	46,736.91	0.00	4.22.2023
MARCH							0.00	0.00	
APRIL							0.00	0.00	
MAY							0.00	0.00	
JUNE							0.00	0.00	
JULY							0.00	0.00	
TOTALS	317,822.09	3,433.56	71,352.41	0.00	(10,867.46)	351,381.28	351,381.28	0.00	

* This is the tax month for which the local option sales and use tax was collected by retailers or paid by taxpayers.

**This is the date that payment will be electronically deposited into the bank account.

***This is the amount of the payment that will be received after refunds to taxpayers and administrative fees have been deducted.

TOTAL SALES TAX (RESTRICTED FUNDS)

Register: 104.1 - Cash in Bank - SALES TAX REVENUE

Date	Number	Payee	Memo	Payment	Deposit	Balance
9/30/2022			FYE2022 Balance			\$930,940.53
10/21/2022			Aug 2022 Sales Tax Revenues		\$52,948.56	\$983,889.09
10/31/2022			Interest		\$1,008.27	\$984,897.36
11/18/2022			Remaining Oakview Park Expenses	\$210,917.09		\$773,980.27
11/22/2022			Sept 2022 Sales Tax Revenues		\$56,345.59	\$830,325.86
11/30/2022			Interest		\$935.35	\$831,261.21
12/6/2022			Transfer from KENO Acct for Oakview Park Expenses		\$50,000.00	\$881,261.21
12/22/2022			Oct 2022 Sales Tax Revenues		\$46,364.30	\$927,625.51
12/30/2022			Interest		\$911.13	\$928,536.64
1/23/2023			Nov 2022 Sales Tax Revenues		\$52,428.54	\$980,965.18
1/31/2023			Interest		\$1,033.73	\$981,998.91
2/22/2023			Dec 2022 Sales Tax Revenues		\$51,753.67	\$1,033,752.58
2/28/2023			Interest		\$1,138.13	\$1,034,890.71
3/1/2023			Transfer for Comm Center Bond Pmnts (8/21 to 2/23)	\$361,823.06		\$673,067.65
3/22/2023			Jan 2023 Sales Tax Revenues		\$44,803.71	\$717,871.36
3/31/2023			Interest		\$875.88	\$718,747.24
4/21/2023			Feb 2023 Sales Tax Revenues		\$46,736.91	\$765,484.15
4/28/2023			Interest		\$1,111.99	\$766,596.14



HICKMAN PRESSURE ZONE STUDY

Prepared for:

The City of Hickman

Hickman, Nebraska

(Signed and Dated Seal)

May, 2023

Olsson Project No. 020-31290

olsson[®]

ACRONYMS AND ABBREVIATIONS

BPS	Booster Pump Station
CIP	Cast Iron Pipe
DIP	Ductile Iron Pipe
ft	Foot/Feet
ft/s	Feet per Second
gpm.....	Gallons per Minute
in ² /ft.....	Square Inch per Foot
LF	Linear Foot/Feet
HWL.....	High Water Level
JEO.....	Johnson Ericson O'Brien
MGD	Million Gallons per Day
NIFA	Nebraska Investment Finance Authority
PVC	Polyvinyl Chloride
USGS	United States Geological Survey
WTP.....	Water Treatment Plant

TABLE OF CONTENTS

1. Introduction	1
2. Existing System.....	1
2.1 Water Supply.....	1
2.2 Water Treatment.....	2
2.3 Water Storage	2
3. Future Growth	3
3.1 Future Growth Areas	3
4. Hydraulic Model	3
4.1 Hydraulic Model Setup.....	3
4.2 Hydraulic Model Calibration.....	3
4.3 Hydraulic Model Results	7
4.4 Additional Well Construction	17
Appendix A Future Land Use Map	20

LIST OF FIGURES

Figure 1. Hickman WTP	2
Figure 2. Fire Flow Test Locations	5
Figure 3. Existing System Pressures.....	8
Figure 4. New Water Tower Location	10
Figure 5. Pressures with new water tower.....	11
Figure 6. Anticipated Pressures in Future Growth Areas.....	13
Figure 7. Well 3 Pump Curve	14
Figure 8. Well 4 Pump Curve	15
Figure 9. Recommended Well Locations.....	18

LIST OF TABLES

Table 1. Hickman Water Supply Wells	1
Table 2. Model Calibration Results.....	6
Table 3. Well Pump Calculations	15
Table 4. Well 3 & 4 Capacity Analysis.....	17

APPENDICES

Appendix A- Future Land Use Map

1. INTRODUCTION

The City of Hickman has experienced rapid growth over the past several years. The population growth has led to a strain on Hickman’s distribution system, supply, and storage. In recent years, residents have started to experience water pressure losses as a result of the increased population and associated water demands.

Water pressures are dependent upon the elevation difference between the high water level of the water tower and the elevation that the new developments are constructed upon. The northeast portion of the system is constructed at higher elevations, and experience lower water pressures, especially in the spring/summer months when water use is at its peak.

The City has investigated adding a new tower to the system for the past several years to provide additional storage to the growing number of water users in the system. This study will investigate the effects of adding a second tower to the system, and make recommendations on how to utilize the new tower to optimize pressures systemwide.

2. EXISTING SYSTEM

The Hickman Water System consists of ground water supply wells, a WTP, elevated storage, and a water distribution system. The system is described further in this section.

2.1 Water Supply

Hickman currently has five potable water wells in its system. Wells 1-4 operate daily, and Well 7 is on Emergency Status and disconnected from the system due to high nitrates. Well 7 is not included in the capacity calculations. The wells are summarized in Table 1.

Table 1. Hickman Water Supply Wells

Well	Year of Construction	Well Depth (ft)	Capacity (gpm)
1	1985	100	331
2	1985	118	375
3	2006	245	600
4	2009	215	600
7	<1977	90	425

The total capacity of wells 1-4 is 1,906 gpm or 2.7 MGD. The firm capacity, defined as the total capacity assuming that the largest well is out of service, is 1,306 gpm or 1.9 MGD.

2.2 Water Treatment

Hickman operates an iron and manganese removal WTP. The WTP currently has a capacity of 600 gpm (0.86 MGD). Capacity will double upon completion of a project that is currently set to bid in May 2023 to add a second treatment train and double capacity to 1,200 gpm (1.72 MGD).



Figure 1. Hickman WTP

2.3 Water Storage

Hickman presently has a single 300,000-gallon elevated water storage tank. The tank operates at a pressure gradient of 1,320 feet. The City has had interest in a second water tower for several years to keep up with peak summer demands, which regularly reaches 700,000 gpd.

3. FUTURE GROWTH

3.1 Future Growth Areas

A Comprehensive Plan was developed by JEO and NIFA in 2016. The comprehensive Plan identified future growth areas outside of the City. The Future Land Use Map, provided in Appendix A of this report, is used as a reference within the water model in the next section to estimate available pressures at these new locations with the new water tower in place.

4. HYDRAULIC MODEL

Olsson has maintained a hydraulic water model of Hickman's water system for the past several years. The water model has been updated to reflect the most current configuration using InfoWater software by Innowyze, Inc. The InfoWater model creates a computerized representation of a water distribution system, which allows for analysis to determine system pressures, available fire flow, and to identify potential deficiencies in the system.

4.1 Hydraulic Model Setup

The InfoWater model was developed using City's existing Beehive asset management system as a basis. The Hazen-Williams roughness value, also referred to as a C-factor, accounts for friction head loss within the water model. A roughness value of 100 was initially entered for existing water mains in the older portion of the water system to simulate older CIP/DIP mains. The newer portions of the system were initially entered with a roughness value of 120 to replicate newer PVC water mains. The roughness value tends to decrease as a pipe age, and it starts to lose capacity due to deterioration of the internal pipe wall and as corrosion starts to build up on the internal walls of the pipe.

Nodes were input in the model at each end of a pipe in the InfoWater model, and where pipes intersect. USGS Quadrangle maps and/or Google Earth are typically used as a starting point to enter ground elevations into each node within the water model. The hydraulic model calculates the anticipated pressure at each node by subtracting the ground elevation from the pressure gradient (HWL level of the water tower) and converting pressures from feet of water to psi.

4.2 Hydraulic Model Calibration

The hydraulic model is calibrated to field conditions by conducting fire flow tests. Fire flow tests consist of identifying a representative sample of hydrants throughout the water system. Each test includes a flow hydrant and static hydrant. A pressure gauge is installed on the static hydrant, and its pressure is measured and recorded. The flow hydrant is opened, and the flow

leaving the hydrant is measured using a pitot gauge. The pressure drop observed at the static hydrant with the flow hydrant fully open is measured and recorded.

Olsson and the City of Hickman conducted flow tests on November 7, 2022. The fire flow test locations are provided in Figure 2.

During calibration of the hydraulic model, it was determined that two valves in the system were closed during flow testing, one on Birchwood Drive between Woodland Boulevard and Kristi Lane, and a second on Wagon Train Road between Brentwood Avenue and Concord Avenue. After the model was calibrated, the valves were reopened for future analysis to mimic typical operation of the water system.

Fire flow test information collected in the field is used to adjust the elevations at each node to a reasonable value until the model pressures are within 2 psi of the values measured in the field. The pressure recorded leaving the flow hydrant is converted to a flow using the following equation:

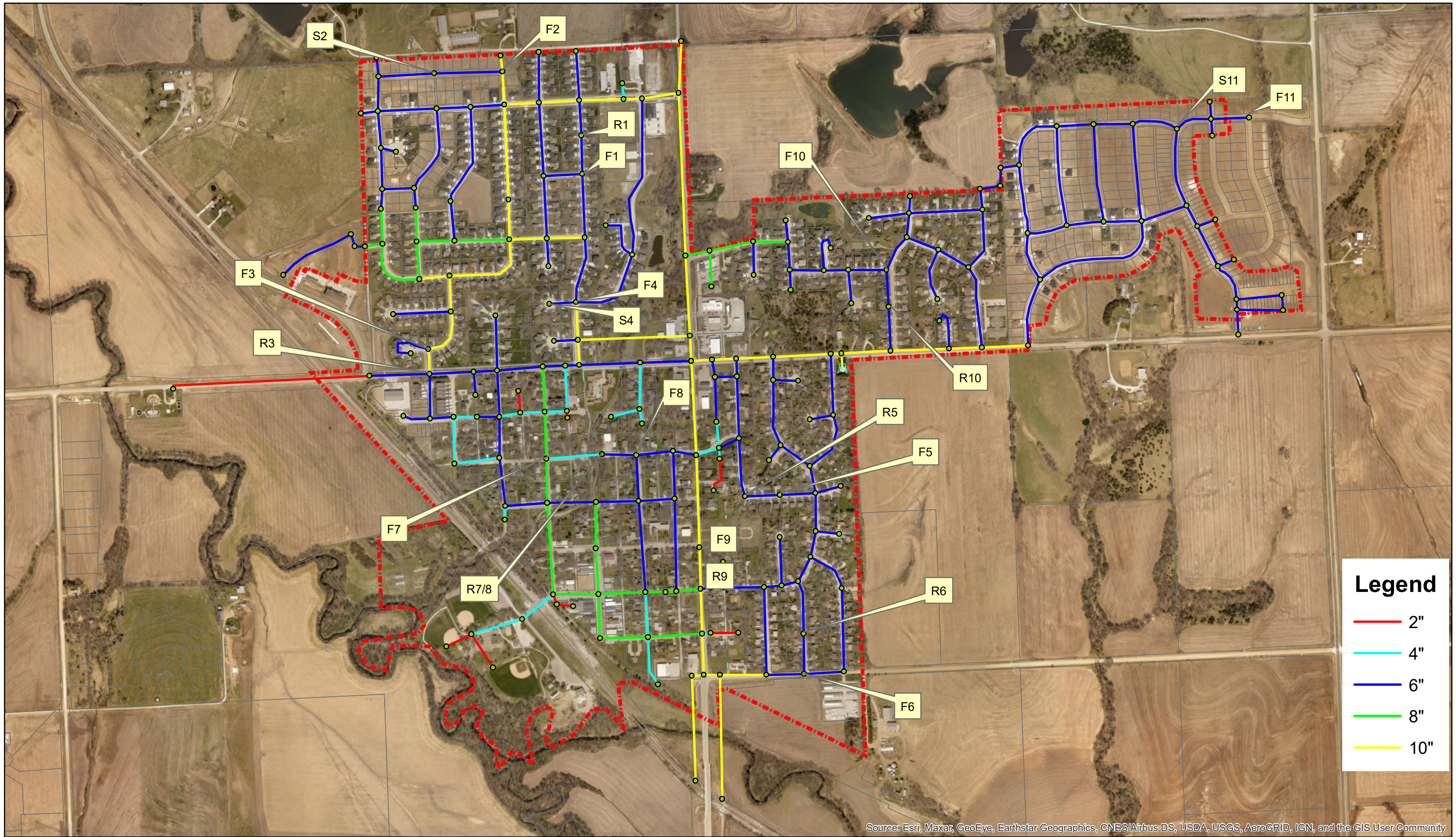
$$Q = 29.83 C D^2 \sqrt{P}$$

Q = Flow (gpm)

C = Opening Coefficient (0.90 used for a circular outlet at the hydrant)

D = Opening Diameter (inches)

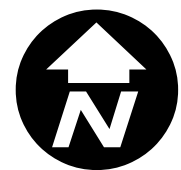
P = Pitot tube pressure (psi)



Legend

- 2"
- 4"
- 6"
- 8"
- 10"

Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



The fire flow calibration results are provided in Table 2.

Table 2. Model Calibration Results

Test	Flow Location	Residual Location	Field Static Pressure (psi)	Model Static Pressure (psi)	Δ (psi)	Field Residual Pressure (psi)	Model Residual Pressure (psi)	Δ (psi)	Calculated Flow (gpm)
1	Woodland & Autumn	12 th & Autumn	65	63	-2	51	54	+3	1,074
2	Kristi Lane & Birchwood Drive	Kristi Lane and Oakview	55	57	+2	28	25	-3	839
3	Autumn Parkway	Autumn Parkway	79	79	0	70	72	+2	919
4	Autumn Road and Park Drive	Park Drive dead end	70	71	+1	60	56	-4	1,803
5	4 th & Village View	4 th Street, between Village View and Stagecoach	65	65	0	45	50	+5	1,074
6	Concord Avenue (south)	Concord Avenue (north)	80	79	-1	45	51	+6	978
7	5 th & Main	West 5 th Street, dead end	82	82	0	79	76	-3	1,061
8	5 th & Walnut	West 5 th Street, dead end	82	82	0	69	68	-1	1,055
9	2 nd & Chestnut	3 rd & Chestnut	78	77	-1	73	68	-5	1,244
10	Sunflower Drive & East 9th	Sunflower Drive	60	60	0	55	55	-2	1,300
11	12 th Street dead end & Terrace View	12 th & Train Drive	45	43	-2	35	33	-2	581

4.3 Hydraulic Model Results

4.3.1 Existing System Pressures

Ten State Standards (Part 7-Finished Water Storage, Section 7.3, Distribution System Storage) indicate that normal working pressures in a water system should range from 60 to 80 psi, with a minimum of 35 psi. The hydraulic model indicates that the pressures in Hickman range from approximately 40 to 90 psi systemwide, therefore a portion of the system currently operates at lower than recommended system pressures. The pressures are generally highest at the west and southwest portions of the system, and decrease from southwest to northeast, with pressures generally being below 60 psi east of Sunflower Drive and Hickman Road. System pressures are depicted in Figure 3.

4.3.2 New Water Tower

The water system currently operates off of the overflow elevation of the existing water tower. The City plans to install a second water tower at some point in the future upon land purchased just north of the City limits, displayed in Figure 4. This location may shift to the north depending on some other short term plans to develop that property. To improve the pressures in the northeast portion of the system, it is recommended that the new water tower be installed at a higher service elevation than the existing water tower.

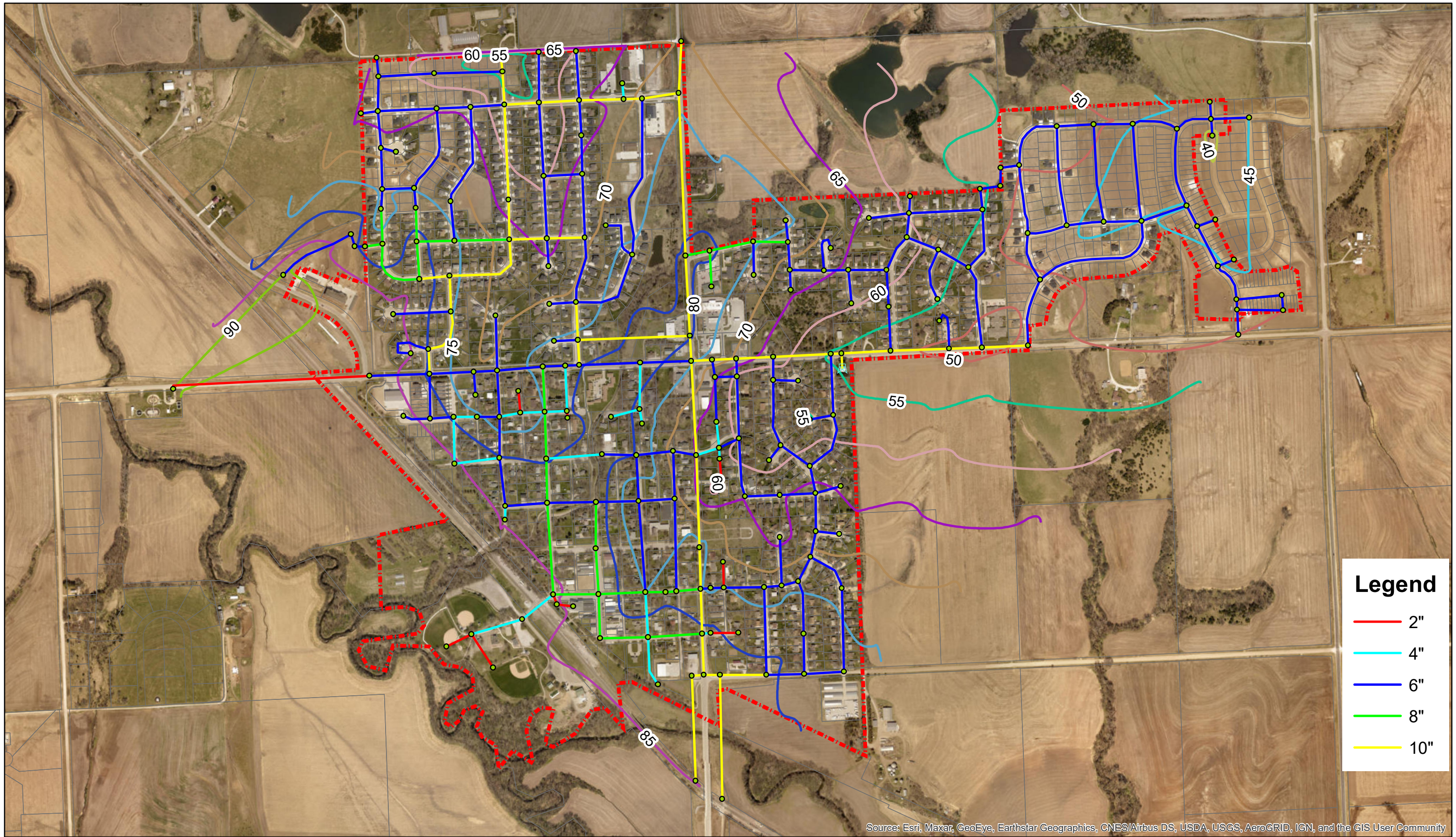
Installing a second water tower at a higher elevation than the existing water tower creates two pressure zones in the water system. The hydraulic model was used to identify a pressure zone boundary along Hickman Road. The water system south of the pressure zone boundary will be the Low Pressure Zone, operating off of the existing water tower, and the High Pressure Zone includes everything north of the boundary and is served by the new water tower.

Operating two towers at varying elevations will require valves and/or pumps to be installed at the existing water tower site. One option is to install a valve station, which would close when the existing water tower fills, allowing water to flow past it and into the new water tower. A second option would be to install a booster pump station, which would pump water into the north pressure zone when the new tank calls for water. Discussions with the City and water department determined that the preferred method would be to install a booster pump station at the existing water tower site. This would allow the City to boost pressures in the short term as new developments are constructed, and allow the new water tower to operate at a lower capacity, or even taken offline completely in the winter when water demands are at their lowest.

Check valves are needed along the pressure zone boundary, to restrict water from flowing from the high pressure zone to the low pressure zone, but allow water to flow from the low to the high pressure zone if necessary during a fire flow emergency.

Check valves are modeled at the following locations:

- 7th & Hickman Road
- 7th & Autumn Road
- 68th & Hickman Road
- Hickman Road, east of the water tower



Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Legend

- 2"
- 4"
- 6"
- 8"
- 10"





Figure 4. New Water Tower Location

4.3.3 New Water Tower Level

Existing system pressures are at their lowest in the northeast portion of the system, with pressures dropping to 40 psi in some locations. Ten States Standards recommend that water system pressures should ideally be a range of 60 to 80 psi, and working pressures should be a minimum of 40 psi. While working pressures of 40 psi are within the acceptable range, being on the low end of the recommended pressure range has proved problematic in recent years, as increased water demands associated with increased watering on lawns at the new homes in the vicinity has caused pressures drops elsewhere in the system.

To ensure adequate pressures for all residents in the high pressure zone, the level for the new water tower was set to maintain a minimum pressure of 60 psi at all locations, while ensuring that pressures to not elevate to unsafe levels at the lower elevations elsewhere in the system. To achieve the desired pressures, the water tower is modeled with a HWL of 1,500 feet. With the dual pressure zone in place, pressures range from 60 to 100 psi, with pressures being the highest on the west end of the pressure zone and decreasing from west to east. The anticipated pressures with the dual pressure zone in place are displayed in



Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



4.3.4 Pressures at Future Expansion Areas

Due to the significant growth anticipated for Hickman and the surrounding areas, it is important to ensure that the new configuration of the water system will provide adequate pressures to serve these new locations. The future land use map from the 2016 Comprehensive Plan was used as a reference to identify locations where future growth is anticipated to take place. The future land use map and new transmission mains were digitized into the hydraulic model to anticipate pressures for the locations where growth is planned over the next several years.

New transmission mains were assumed to be 10-inch diameter to match those within the existing system. Nodes were entered into the water model for these new mains using Google Earth as a reference to determine their elevations. The anticipated pressures for these new areas in the water system's current configuration are provided in Figure 6.



New Water Tower

Pressure Zone Boundary

Existing Water Tower

Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



olsson®

4.3.5 Existing Well Improvements

The current water system operates with a series of wells, which turn on when the water tower drops to a set level and turn off when the tower is full. The water tower levels vary seasonably, with the tower operating at a lower level in the winter months than in the summer months when water usage is at its peak. The pumps at the existing wells are designed to reach the existing water tower, but it must be confirmed that they can also reach a potential new water tower, which is further away and at a higher elevation.

The pump curves for existing wells 3 and 4 are provided in Figure 7 and Figure 8.

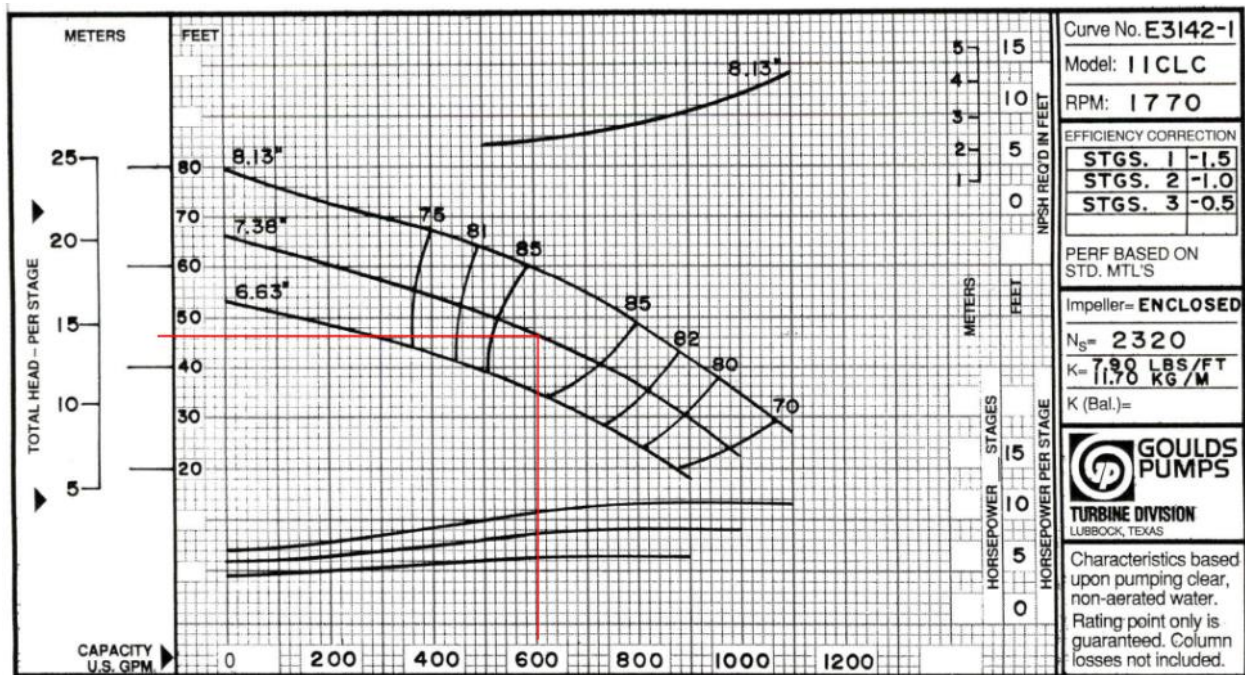


Figure 7. Well 3 Pump Curve

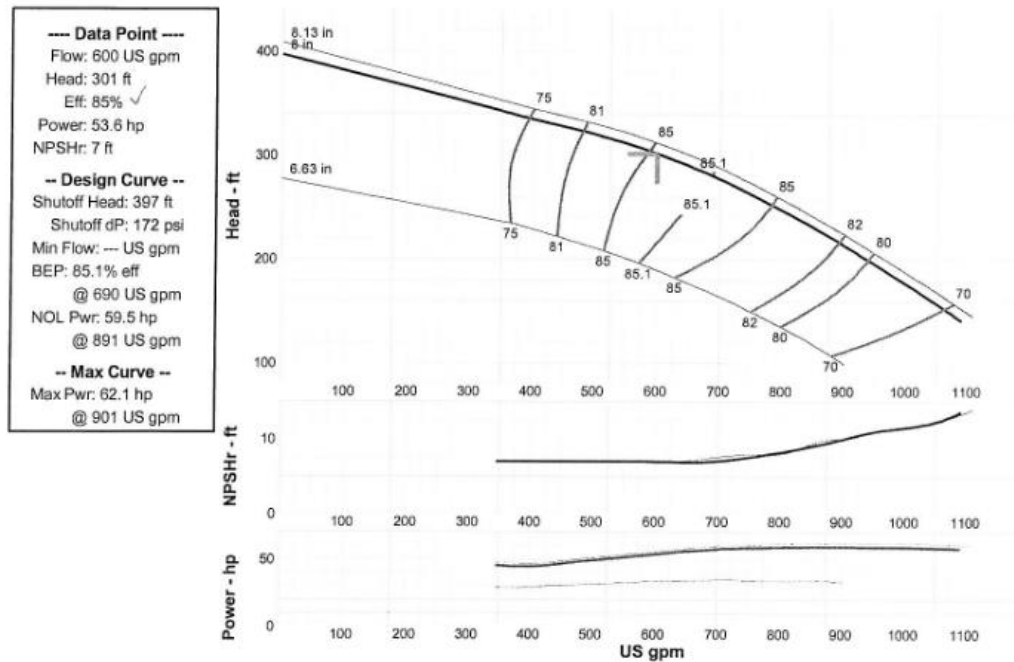


Figure 8. Well 4 Pump Curve

The pump curves from existing wells 3 and 4 were used as a reference to determine if the existing pumps can reach the water tower at its proposed new location, overcoming both static head (the vertical elevation distance between the pumping water level and overflow elevation at the new water tower), and the friction head (the head loss associated with friction between the water and the inside walls of the pipe). Calculations are provided in Table 3. Minor losses for fittings, valves, and other miscellaneous equipment are not included, and a C-factor/Roughness Value of 120 was used in the friction head loss calculations. The values included in the table are from the record drawings for Wells 3/4 and the recent pump tests that were performed in conjunction with the most recent WTP expansion.

Table 3. Well Pump Calculations

	Well 3	Well 4
Ground Elevation	1305.23	1317.00
Static Water Level (ft)	18.25	30.00
Static Water Elevation	1286.98	1287.00
Pumping Water Level at 600 gpm	40.82	44.00
Pumping Water Elevation	1264.41	1273.00
New Water Tower Overflow Elevation	1500.00	1500.00
Static Head (ft)	235.59	227.00
10" Transmission Main Length (LF)	21,000	21,000
6" Well Piping Length (LF)	600	600
10" Friction Head Loss (ft) at 600 gpm	59	59
6" Friction Head Loss (ft) at 600 gpm	20	20
Total Dynamic Head (ft)	314.59	306.00

As indicated in Table 3, the well pumps need to be capable of providing 600 gpm at 315 and 306 feet of head at Well 3 and 4, respectively. For comparison, the pumps currently installed at wells 3 and 4 are 600 gpm at 385 and 301 feet, respectively.

The calculations in Table 3 indicate that the existing pumps can fill the proposed new water tower in their current configuration. Preliminary calculations were performed in conjunction with the recent WTP expansion project to determine if wells 3 and 4 could run at higher capacities than 600 gpm. The preliminary analysis showed that both wells are potentially capable of running up to 1,200 gpm, which would allow either well 3 or 4 to match the ultimate capacity of the WTP when the expansion project is completed. The well expansion capabilities should be confirmed via pump tests at each site. Once the pump tests confirm the ultimate capacity of each well, the pump sizing exercise will need to be revisited, as the higher flow rate will result in higher head losses through the water system before reaching the tank.

While the preliminary calculations show that the wells may be capable of providing higher flowrates than the pumps currently in place, the capacity at each well is dependent upon how much capacity each well screen can produce. The maximum capacity that a well screen can produce is based upon the following formula:

$$Q_{max} = VA$$

Where: Q_{max} is the maximum capacity that the screen can produce

V is the velocity through the screen

A is the open area of the screen

A velocity of 0.1 fps is assumed through the well screen. The calculations also assume that the screen experiences 50% blockage.

The calculations were performed on Well #3 and #4, with the results provided in

Table 4. The parameters were obtained from the record drawings and shop drawings submitted during construction.

Table 4. Well 3 & 4 Capacity Analysis

	Well 3	Well 4
Screen Slot Size (in.)	0.008	0.008
Screen Length (ft)	35	30
Open Area (in²/ft)	201	168
Total Screen Area (in²)	7,035	5,040
Total Screen Area (ft²)	48.9	35.0
Velocity (ft/s)	0.1	0.1
Blockage Assumption (%)	50	50
Flow (gpm/ft of well screen)	31.3	26.2
Maximum Flow (gpm)	1,096	785

As indicated in

Table 4, while the aquifers are potentially capable of producing higher capacities than the wells are currently producing, the capacities are limited to approximately 1,100 gpm and 800 gpm at wells 3 and 4, respectively. It is recommended that additional pump tests be performed at each site, and once the aquifer capacity is verified, install either higher-capacity pumps, or install new adjacent wells with screens that can produce the higher capacities needed.

4.4 Additional Well Construction

The City has investigated constructing an additional well for the past several years as a way to increase supply to the water system. A study was performed by Olsson in July, 2021 to investigate and recommend potential locations for a new well. The analysis looked at potential sites within a 5-mile radius of the Hickman WTP, and for wells that had suitable water quality and could produce 800 to 2,000 gpm. Using these parameters, the study narrowed down the area highlighted in purple in Figure 9 as the best place to drill a test hole/test well to verify quantity and quality of water. If this is approached, it would likely require permission to access private property, and eventually land purchase if a suitable site is located.

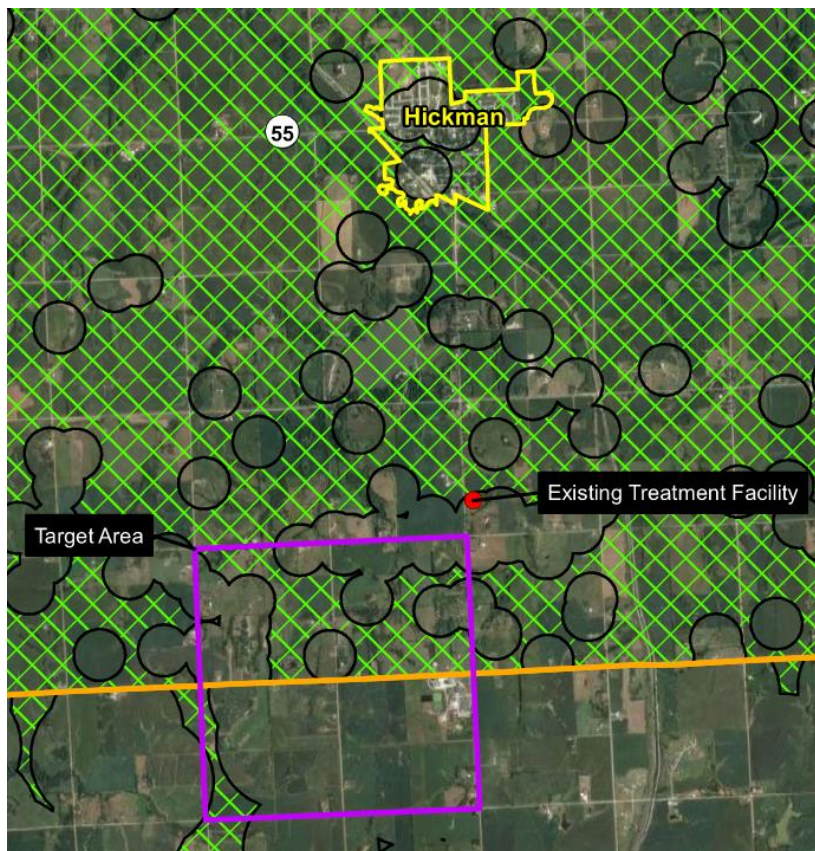


Figure 9. Recommended Well Locations

CONCLUSIONS AND RECOMMENDATIONS

The City of Hickman water system currently provides a range of 40 to 90 psi, with the highest pressures being in the southwest part of the system, and lowest in the northeast. The northeast part of the system is also the place where the most development activity is taking place, which is leading to decreased pressures in the peak summer months in conjunction with lawn irrigation.

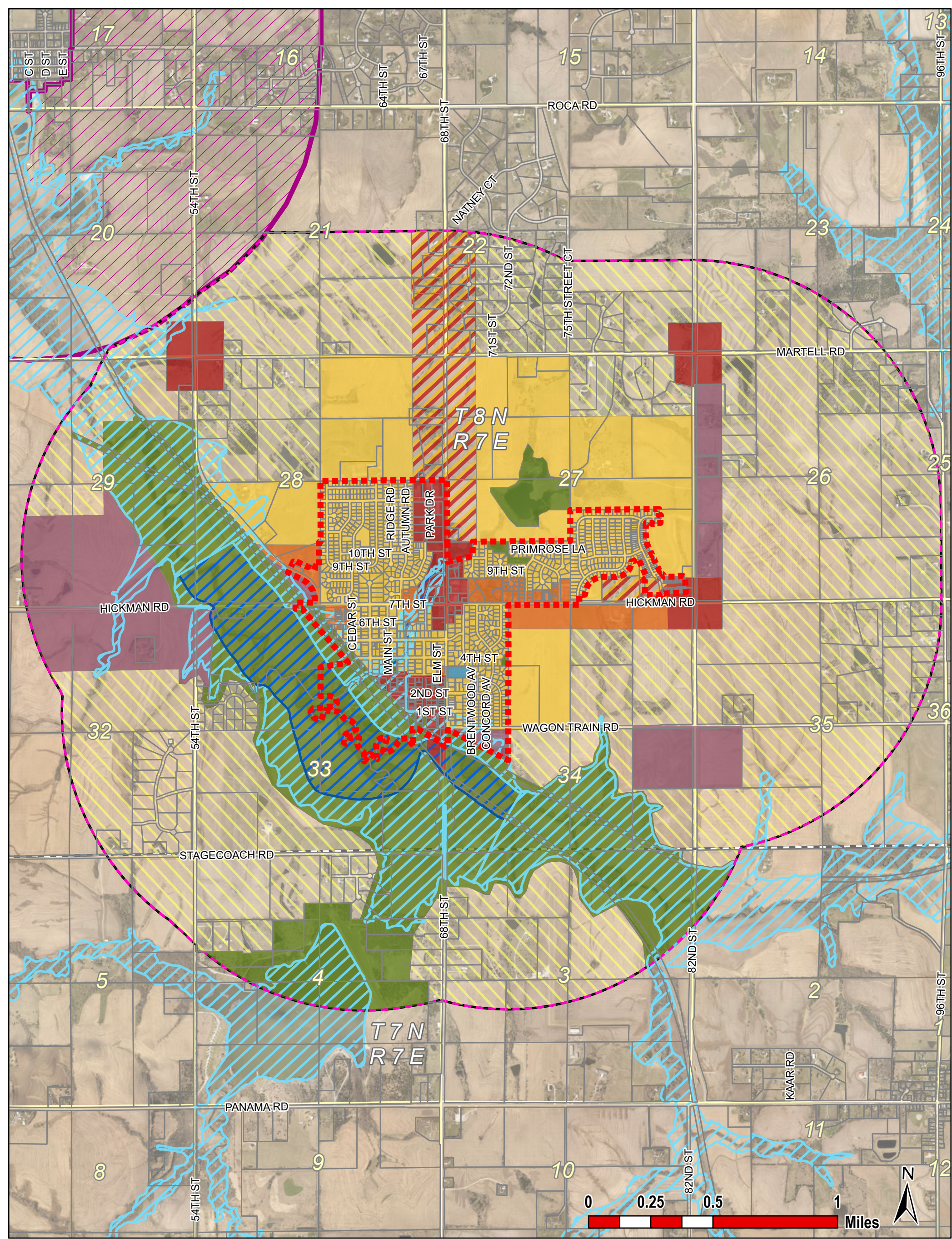
The City has purchased land along 68th Street north of the current City Limits for the purpose of constructing a new water tower. To optimize system pressures in the higher elevations of the water system, it is recommended that the new water tower be installed at an elevation of approximately 1,500 feet, which will provide higher pressures systemwide. Doing so would separate the water system into two pressure zones, with the boundary on Hickman Road. A series of check valves would be installed along the pressure zone, which would allow water to continue traveling from south to north, but prevent the new water tower from unsafe pressures in the lower elevations.

Wells 3 and 4 can potentially provide more than their current capacities of 600 gpm. This should be confirmed via pump tests at each well site. Wells 3 and 4, in their current configurations, can provide maximum capacities of approximately 1,100 and 800 gpm, respectively. If test pumping shows that the aquifer can provide higher capacities at each site, the well screens may require replacement to maximize available water at each site.

Another option to increase the City's water supply is to install a new well. The area depicted in Figure 9 was recommended in the study conducted by Olsson in 2021. The study indicates that the anticipated capacity at a site in that area should be capable of producing 800 to 2,000 gpm. Installing a well that can provide a minimum of 600 gpm would increase the well firm capacity to meet or exceed the WTP capacity of 1,200 gpm that will be available after the WTP expansion project is completed.

APPENDIX A

Future Land Use Map



- Legend**
- Future Land Use**
- Low Density Residential
 - Medium Density Residential
 - High Density Residential
 - Commercial
 - Industrial
 - Mixed Use
 - Parks and Recreation
 - Public/Quasi-Public
 - Corporate Limits
 - Extraterritorial Jurisdiction
 - Parcels
 - *100-Year Floodplain Overlay
 - *Floodway Overlay

Future Land Use Hickman, Nebraska

Created by: C. Sloss
 Date: June 1, 2018
 Revised: August 18, 2022
 Software: ArcPro 3.0.1
 File: 110873.00

This map was prepared using information from record drawings supplied by JEO and/or other applicable city, county, federal, or public or private entities. JEO does not guarantee the accuracy of this map or the information used to prepare this map. This is not a scaled plat.



(SIGNED AND DATED SEAL)

HICKMAN PRESSURE STUDY

Hickman, Nebraska - 2023

April 2023

Olsson Project No. 019-31290

**PROCLAMATION
CITY OF HICKMAN
MAY 26, 2023
ALEXA CHECK DAY**

WHEREAS, In honor of Alexa Foster and the Foster family, Alexa Check Day benefits all Nebraskans by improving safety in our park and recreation facilities; and

WHEREAS, The Alexa Check means close attention is given to areas where your children play, playgrounds, restrooms, and playground equipment; and

WHEREAS, The City of Hickman values the safety of patrons in parks, playgrounds, and recreation areas; and

WHEREAS, The City of Hickman inspects all park and recreation facilities for signs of deterioration and damage; and

NOW, THEREFORE, I, Phil Goering, Mayor of the City of Hickman, Nebraska, do hereby proclaim **May 26, 2023 as ALEXA CHECK DAY**.

FURTHER, I encourage all Citizens to inspect and ensure that park shelters and facilities their families use are safe.

Dated this the 23rd Day of May 2023.

Phil Goering, Mayor

ATTEST:

Jaala Johnson, City Clerk

(SEAL)



Playground Equipment General Maintenance Checklist

SURFACING

Is there adequate protective surfacing under and around the equipment? Yes No

Have the surfacing materials deteriorated? Yes No

Are the loose-fill surfacing materials compacted? Yes No

Have the loose-fill surfacing materials been displaced under heavy use areas such as under swings or at slide exits? Yes No

DRAINAGE

Does the entire play area have satisfactory drainage, especially in heavy use areas? Yes No

GENERAL HAZARDS

Are there sharp points, corners or edges on the equipment? Yes No

Are there missing or damaged protective caps or plugs? Yes No

Are there hazardous protrusions? Yes No

Are there potential clothing entanglement hazards, such as open S-hooks or protruding bolts? Yes No

Are there crush and shearing points on exposed moving parts? Yes No

Are there trip hazards, such as exposed footings or anchoring devices, or rocks, roots, or any other obstacles in a use zone? Yes No

SECURITY OF HARDWARE

Are there loose fastening devices or worn connections? Yes No

Are moving parts, such as swing hangers, merry-go-round bearings, and track rides worn? Yes No

DURABILITY OF EQUIPMENT

Is there rust, rot, a crack, or a splinter on any equipment, especially where the equipment contacts the ground? Yes No

Are there broken or missing components on the equipment, especially handrails, guardrails, protective barriers, steps or rungs? Yes No

Are there damaged fences, benches, or signs on the playground? Yes No

Is all the equipment securely anchored? Yes No

LEADED PAINT

Is the paint peeling, cracking, chipping or chalking (especially any lead paint)? Yes No

Are there any areas of visible leaded paint chips or accumulation of lead dust? Yes No

GENERAL UPKEEP OF PLAYGROUNDS

Are there user modifications to the equipment, such as strings and ropes tied to the equipment or swings looped over the top rails, etc.? Yes No

Is the entire playground free from debris or litter, such as tree branches, soda cans, bottles, glass, etc.? Yes No

Are the trash receptacles in place and emptied? Yes No

Date of inspection _____

Inspected by _____



Playground Checklist

Playground/Park:	Inspector:	Date:
------------------	------------	-------

Priority 1: Permanent disability, loss of life or body part
 Priority 2: Serious injury or illness resulting in temporary disability
 Priority 3: Minor (non-disabling) injury
 Priority 4: Non-compliant

General Safety

Standard	Yes	No	If no, specifics	Priority	Equipment
Warning labels and age-appropriate signage present and legible					
Equipment free of crush and shear hazards					
Equipment free of entanglement hazards and protrusions					
Equipment free of sharp points and edges					
Bolt ends have less than two threads exposed					
No change in openings causing head entrapment					
No insect, bird or animal infestation					
Trees and bushes trimmed					
No roots, rock or other objects exposed to cause a tripping hazard					
No broken glass, trash or hazardous debris					
No user modifications (ropes tied to parts or equipment rearranged)					

Finishes & Material Conditions

Standard	Yes	No	If no, specifics	Priority	Equipment
Metal surfaces free of rust and loose paint chips					
Surfaces are clean and free of graffiti and vandalism					
Wood is not split and is free of rot, splinters, warping or checking					
Free of bent, broken, missing parts or excessive wear					
Plastic components are free of cracks or cuts					
Welds are intact and crack free					
PVC coatings are not peeling and in good condition					

Fasteners

Standard	Yes	No	If no, specifics	Priority	Equipment
Hardware is present, tight and fully engaged					
Pipe caps are present on ends of tubing					
Fittings/bearings are functional, greased squeak free					
Turnbuckles are engaged and properly adjusted					
Cables/ropes are anchored and not unraveled					

Drainage

Standard	Yes	No	If no, specifics	Priority	Equipment
No standing water in playground					

Structural Members

Standard	Yes	No	If no, specifics	Priority	Equipment
Footings/anchoring devices are secure and stable					
Structural members are sound and securely fastened					
Springs/rocking components in good repair					

Protective Surfacing

Standard	Yes	No	If no, specifics	Priority	Equipment
Loose-fill surfacing is level and at proper depth and shows no deterioration					
Borders of surfacing show no signs of erosion					
No bug or insect nests or other debris in surfacing					
Wear mats are properly secured in place and level					
Unitary surfaces are intact, free of depressions and ruts					
Surfaces intended to be accessible are essentially level (1:48 cross slope, 1:16 running slope)					
Accessible surfaces are free of abrupt changes of elevation greater than ½ inch and do not have cracks or gaps greater than ½ inch horizontal					
Transfer platforms have a height above the surfacing between 11 and 18 inches					

Slides

Standard	Yes	No	If no, specifics	Priority	Equipment
Slide bedway and rails are smooth and clear of debris					
Bedway at platform is free of entanglement hazard					

Swings and Moving Components

Standard	Yes	No	If no, specifics	Priority	Equipment
Chains are not twisted and are free of excessive wear					
S-hooks are not worn and are closed to within .04 inch					
Swing hangers and bushings are free of excessive wear					
Swing seats are smooth and in good condition					
Tire seats are lightweight, smooth and in good condition					
Tire swing assemblies are greased and in good condition					
All moving components are in good condition, secure and lubricated					
No exposed mechanisms, junctions of moving parts or components posing pinch or crush points					

Gripping and Stepping Components

Standard	Yes	No	If no, specifics	Priority	Equipment
Hand gripping components secure and do not rotate					
Stepping surfaces are level, stable and clean					
Foot holds/rungs are tight and free of excessive wear					

Public Work & Parks Department Report

May 2023

Public Works

- 811 Locate Tickets
- Replaced hinges on porch area of community center gate.
- Weekly mowing.
- Installed shelving at the chestnut shop.
- Spraying weeds.

Water & Wastewater

- Routine Sampling Water and Wastewater.
- Dispersed new water meters for new builds.
- Replaced a seal on clarifier at waste water plant.
- Replaced backflow preventor and repaired drinking fountain at 2nd and Main.
- Issued several first time warnings for watering lawns during banned times.
- Put UV building online.

Electric

- Installed meters for new builds
- Wired the water heater for concession stand.

Streets

- Poured concrete for patches and a pad at 5th street shop.
- Crack sealing and fog sealing done for the year.
- The handicapped stalls have been painted and new area added by the picnic shelter.
- Concrete poured on 1st Street to add parking (extended existing parking to the east)
- Fixed sinkhole on drainage pipe on 68th Street north of Scotts house

Parks

- Dragging parking lots
- Daily prep on ball fields for games.
- Had to replace a refrigerator in the concession stand.
- Removed netting on Oakview park (complaints of kids tripping)
- Ordered padding for the rails on dugouts.
- Planted a tree for Arbor Day
- Drinking fountains turned on and working.
- Put pole up in skate park. (not operational yet).

OPEN CODE VIOLATIONS REPORT

NEW VIOLATIONS

Updated May 19, 2023

Address	Reason	Date Contacted	Person Contacted	Follow Up Date	Result	Notes
City Wide	Mowing	May	Commercial Property Owners	5/30/2023	in process	Contact with developers to mow their property is in process.
City Wide	Mowing	May	Residential Property Owners	5/30/2023	in process	Contact with property owners and developers to mow their property is in process.
1025 Hickory Street	Unlicensed Dogs and Barking	5/11/2023	Property Owner Dog Owner	5/30/2023	in process	Unlicensed dogs and barking complaint received. Letters sent to property owner and dog owner for compliance with both issues.
613 Stagecoach Ave	Unlicensed Dog and Roaming Dog	5/11/2023	Property Owner Dog Owner	5/30/2023	in process	Unlicensed dog and dog roaming at large, several complaints received to the city office. Letters sent to property owner and dog owner for compliance with both issues.
Stagecoach Ave	Traffic pylon placed in the street	4/26/2023	Deputy Sheriff	5/1/2023	action complete	Complaint of a traffic pylon with a sign taped to it, placed in the street creating a traffic hazard.
Birchwood	Construction trailer parked on city street	5/18/2023	Builder	5/22/2023	in process	Complaint from homeowner who had trouble backing out of their driveway as a construction trailer was left on the street for several days. Contacted the builder and he made a call to the foundation person. Trailer will be moved 5/20/23.
Address	Reason	Date Contacted	Person Contacted	Follow Up Date	Result	Notes
none						

11 new single family building permits have been issued to date in 2023 compared to 35 this date 2022. 3 in Baylor Heights. 5 in Terrace View. 1 in Walters Ridge. 2 in Salt Creek Reserve.



68TH & HICKMAN RD. RAB and RCB CONSTRUCTION PROGRESS MEETING MINUTES

Wednesday, April 19, 2023

NAME OF PROJECT:	Hickman RAB and RCB
PROJECT LOCATION:	68 th & Hickman Road, NE
MEETING LOCATION:	Prairie View Ln. and S. 68 th St. (or City Building)
PROJECT #:	017-3213

Project Status/Schedule:

- RCB Phase Start Date – January 9
- Revised/updated schedule received 2-14-22
- Substantial Completion is estimated to be approx. April 15th
 - Lighting Installation – mobilization on Monday
 - Shoulder grading/edge backfill is 95% complete
 - Trail grading is 25% complete
 - Prairie View Ln. Paving is 100% complete
 - Retaining Wall Submittal/Construction. CDP (Linhart sub) is not providing the required design or scope, Terracon (Bauer sub) has fulfilled the requested scope.
 - Option #1 – Olsson perform the bearing capacity for CDP
 - Option #2 – Olsson prepare entire wall design (3 week estimate)
 - Option #2 will require that Bauer write a letter to the City stating that CDP refuses to complete the design requirements and that contracting with another design firm is the best available option. This letter needs to be in Kelly's hand by Monday.
 - Trail Paving is 15% complete
 -
- Current Operations:
 -
 -
 -

Bauer Infrastructure:

- RCB
 -
 -
- RAB
 -
 -



Olsson:

- RCB
 - Damage to asphalt surfacing will need to be evaluated after the pavement has been cleaned
 - Retaining wall / Trail
 - Retaining wall re-submittal is in Bauer Court.
 - Wall/Trail alignment adjustment at Sta. 101+75 has been agreed to.
 - Additional rip rap placement along the North edge of the trail has been agreed to.
 - Additional blocks added to the top of the wall from approx. Sta 101+25 to 102+25 was discussed. Will need to review with wall designer. Micah stated that because the wall at the RAB was shortened; these blocks could offset the overall cost implications.
 - Utility Status
 - Bauer stated that Windstream temp re-location will be in conflict with trail grading and will need to be moved before trail work on the west side can be performed.
 - Kelly and Olsson will contact Windstream and try to expedite a resolution
- RAB
 - Formal status of substantially complete has not been achieved
 - Drainage at retaining wall concern – Flume solution is approved. Will perform after RCB is complete.
 - Schedule for damage repairs at NB exit lane..... Bauer asked if the panel replacement could be performed later with other potential warranty work to avoid a closure. The City was open to this idea.
 - Striping schedule; will be performed with the RCB pavement striping, possibly at night and is **currently scheduled for week of 4-17..... April 26th is best case scenario.**
- Olsson has provided a draft/preliminary list of punch list items (see attached). A final/formal walk thru will be performed at a later date.

City of Hickman:

- Water main is live. Various hydrant extensions and valve adjustments were discussed (see punch list).
-

Action Items:

- Pay application #10 – future payments will be suspended until substantial completion has been reached.
- Next Meeting – **May 17th**
- **Bauer – Retaining wall re-submittal and review adding blocks at approx. Sta 101+25 to 102+25**

Attendance: Brad T, Arthur H. (Olsson), Micah M., Bob S., Mark C., Stu B., Tom S. (Bauer), Phil G., Kelly O., Wade L., (City of Hickman)



Hickman RAB and RCB Preliminary Punch list / Remaining work
as of March 24, 2023

1. Complete filling of “voids” within box and grind walls smooth
2. Coordinate with Windstream for removal of temporary relocated facilities
3. Install block retaining walls & backfilling, east & west side of box culvert
4. Install safety railing on block retaining walls, east and west side of box culvert
5. Install safety railing on RCB parapet, wingwalls and stem walls
6. Repair railing deficiencies at RAB walls
7. Complete installation of storm sewer MH’s – riser sections and ring and cover, MH-01 &MH-02
8. Complete backfill and sub-grade preparation for asphalt and concrete pavement over RCB
9. Placement of asphalt and concrete pavement at RCB location
10. Adjust hydrant and valve boxes to grade at sidewalk and trail and at RCB location
11. Grading for sidewalk trail, east & west side and over box culvert
12. Installation of 10’ wide concrete trail paving, east & west side of box culvert
13. Installation of electrical service and RCB interior pedestrian lighting
14. Remove and replace damaged curb and gutter and pavement on Prairie View Lane and any other damage to asphalt surfacing on S. 68th Street (restore shoulder as needed)
15. Install pavement markings and lane striping (both locations)
16. Complete final grading and request grading approval prior to final seeding and matting
17. Complete final seeding and matting and repair turf areas damaged during construction
18. Install missing/re-install roadway signage, replace damaged signs, replace nuts/bolts/washers appropriately
19. Install TRM matting at North west side (Dollar General)
20. Install Hydrant extension (6th Street), regrade and reseed the area
21. Construct Flume drain at bank property (extra work), trim drain tiles
22. Repair damaged colored median surfacing at RAB (north exit), may be warranty work
23. Repair damaged curb and pavement at RAB (north exit), may be warranty work
24. Repair damage at RAB (South apron curb)
25. Replace sign post/anchors in kind
26. Seal back of sidewalk at retaining wall locations
27. General project clean up and remove debris (including staging area west of RAB)



South 68th Street & Hickman Road

General Information:

Design Project Manager: Brian Schuele, Olsson
Construction Admin: Brian Jueneman, Olsson
RPR: Brad Thomas and Arthur Hutt, Olsson

Sunday, April 30th Partly Cloudy 43° at 7:00 AM 63° at 4:30 PM

Site (General)

- No work is performed on-site.

Monday, May 1st Clear 39° at 5:00 AM 66° at 4:00 PM

- Commonwealth Electric is on-site and finishes installing lights in box and post for disconnect, awaiting Bauer Underground to bore conduit under Prairie View Lane to the box for power.

Tuesday, May 2nd Clear 37° at 7:00 AM 68° at 6:00 PM

- No work performed on-site.

Wednesday, May 3rd Clear 34° at 7:00 AM 75° at 6:00 PM

- No work performed on-site.

Thursday, May 4th Clear 39° at 6:00 AM 84° at 2:00 PM

- No work performed on-site.



Friday, May 5th Overcast 57° at 6:00 AM 72° at 6:00 AM

- No work performed on-site.


Saturday, May 6th Partly Cloudy 61° at 7:00 AM 81° at 5:00 PM

- No work performed on-site.

South 68th Street & Hickman Road

		Project No. 017-32130
<p>Description:</p> <p>Direction Photo Taken: East/Southeast</p> <p>4' corner mount LED lights shown installed in the pedestrian trail (South barrel) section of the box.</p>	 A photograph showing the interior of a concrete pedestrian tunnel. The tunnel is constructed from large, light-colored concrete panels. Several long, rectangular LED light fixtures are mounted to the ceiling of the tunnel. The floor is also made of concrete. At the end of the tunnel, there is an opening leading to an outdoor area with some construction equipment and a red and white striped barrier.	
<p>Description:</p> <p>Direction Photo Taken: South/Southeast</p> <p>Mounted lights shown installed by Commonwealth Electric from a different angle in pedestrian trail section of the box.</p>	 A close-up photograph of the concrete wall and ceiling of the pedestrian tunnel. Several long, rectangular LED light fixtures are mounted to the ceiling. The concrete shows signs of construction, with some exposed aggregate and joints visible. The lighting is bright, illuminating the surrounding concrete.	

South 68th Street & Hickman Road

		Project No. 017-32130
<p>Description:</p> <p>Direction Photo Taken: West/Northwest</p> <p>Pull box for underground electrical line shown installed by Commonwealth Electric at the SE corner of the box.</p>		
<p>Description:</p>		



South 68th Street & Hickman Road

General Information:

Design Project Manager:	Brian Schuele, Olsson
Construction Admin:	Brian Jueneman, Olsson
RPR:	Brad Thomas and Arthur Hutt, Olsson

Sunday, May 7th	Partly Cloudy / Evening Rain	52° at 6:00 AM	90° at 4:30 PM
<ul style="list-style-type: none">• No activity on-site to report.			
Monday, May 8th	Clear	54° at 5:00 AM	86° at 6:00 PM
<ul style="list-style-type: none">• No activity on-site to report.			
Tuesday, May 9th	Partly Cloudy / Evening Rain	57° at 4:00 AM	73° at 4:00 PM
<ul style="list-style-type: none">• No activity on-site to report.			
Wednesday, May 10th	Clear	63° at 8:00 AM	84° at 6:00 PM
<ul style="list-style-type: none">• No activity on-site to report.			
Thursday, May 11th	Clear	63° at 6:00 AM	81° at 1:00 PM
<ul style="list-style-type: none">• No activity on-site to report.			
Friday, May 12th	Overcast / Evening Rain	66° at 7:00 AM	82° at 2:00 PM
<ul style="list-style-type: none">• No activity on-site to report.			
Saturday, May 13th	Mostly Cloudy	57° at 6:00 AM	81° at 5:00 PM
<ul style="list-style-type: none">• No activity on-site to report.			



68TH & HICKMAN RD. RAB and RCB CONSTRUCTION PROGRESS MEETING MINUTES

Wednesday, May 17, 2023

NAME OF PROJECT:	Hickman RAB and RCB
PROJECT LOCATION:	68 th & Hickman Road, NE
MEETING LOCATION:	Prairie View Ln. and S. 68 th St. (or City Building)
PROJECT #:	017-3213

Project Status/Schedule:

- RCB Phase Start Date – January 9
- Revised/updated schedule received 2-14-22
- Substantial Completion is estimated to be approx. _____
 - Lighting Installation – mobilization on Monday
 - Shoulder grading/edge backfill is 100% complete
 - Trail grading is paving is 45% complete
 - Prairie View Ln. Paving is 100% complete
 - Micah stated that Linhart Construction and Highway signing were scheduled to be on-site beginning the week of 5-22-23. Highway signing will also be working on Lincoln area projects for Bauer Infrastructure.
 - Olsson reminded Micah of the boring needed to complete the electrical work for the pedestrian lighting.
 - Olsson also reminded Micah of the outstanding “preliminary” punch list items
 - Preparations for the retaining wall were discussed
 - Olsson recommended that Bauer be prepared to have at least (2) dewatering pumps and they be installed below the depth of the foundation rock
 - Olsson recommended that Bauer be prepared for a minimum of 12” additional inches of foundations rock and another layer of geogrid.
 - Olsson stated that the 24” RCP storm sewer and manhole will need to be removed in order to construct the select backfill per the retaining wall design requirements. The storm sewer will need to be re-constructed using concrete collars were needed.
 - Olsson stated that the additional rip rap below the trail paving needs to be installed along the stream bank without encroaching into the stream. This is estimated at 55-60 tons.



Olsson:

- Damage to asphalt surfacing will need to be evaluated after the pavement has been cleaned
 - Additional blocks added to the top of the wall from approx. Sta 101+25 to 102+25 was discussed. Will need to review with wall designer. Micah stated that because the wall at the RAB was shortened; these blocks could offset the overall cost implications.
- Formal status of substantially complete has not been achieved
- Drainage at retaining wall concern – Flume solution is approved. Will perform after RCB is complete.
- Schedule for damage repairs at NB exit lane..... To be performed as warranty work to avoid a closure.
- Olsson has provided a draft/preliminary list of punch list items (see attached). A final/formal walk thru will be performed at a later date.
-

City of Hickman:

- Water main is live. Various hydrant extensions and valve adjustments were discussed (see punch list).
-

Action Items:

- Payments will be suspended until substantial completion has been reached.
- Next Meeting – May 24th
- Bauer - Schedule electrical bore
- Bauer – Coordinate schedule for week of 5-22 and communicate street closure notifications with the City.
- Olsson – Confirm the need for filter fabric to separate retained soils from select backfill
- Olsson – Inquire as to the possibility of using the same gradation of crushed rock behind the wall.

Attendance: Brad T, Arthur H. (Olsson), Micah M., ~~Bob S., Mark C., Stu B., Tom S.~~ (Bauer), ~~Phil G., Kelly O.,~~ Wade L., (City of Hickman)



Hickman RAB and RCB Preliminary Punch list / Remaining work

as of March 24, 2023

1. Complete filling of “voids” within box and grind walls smooth
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5. Install safety railing on RCB parapet, wingwalls and stem walls
6. Repair railing deficiencies at RAB walls
7. Complete installation of storm sewer MH’s – riser sections and ring and cover, MH-01 & MH-02
- ~~8. Complete backfill and sub-grade preparation for asphalt and concrete pavement over RCB~~
- ~~9. Placement of asphalt and concrete pavement at RCB location~~
10. Adjust hydrant and valve boxes to grade at sidewalk and trail and at RCB location
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23. Repair damaged curb and pavement at RAB (north exit), may be warranty work
24. Repair damage at RAB (South apron curb)
25. Replace sign post/anchors in kind
26. Seal back of sidewalk at retaining wall locations
27. General project clean up and remove debris (including staging area west of RAB)



South 68th Street & Hickman Road

General Information:

Design Project Manager: Brian Schuele, Olsson
Construction Admin: Brian Jueneman, Olsson
RPR: Brad Thomas and Arthur Hutt, Olsson

Sunday, May 14th	Overcast	57° at 11:30 PM	72° at 3:00 PM
<ul style="list-style-type: none">No activity on-site to report.			
Monday, May 15th	Overcast	52° at 7:00 AM	57° at 10:00 PM
<ul style="list-style-type: none">No activity on-site to report.			
Tuesday, May 16th	Partly Cloudy	57° at 7:00 PM	79° at 6:00 PM
<ul style="list-style-type: none">No activity on-site to report.			
Wednesday, May 17th	Clear	46° at 6:30 AM	82° at 6:00 PM
<ul style="list-style-type: none">No activity on-site to report.Progress meeting was held			
Thursday, May 18th	Clear	52° at 5:00 AM	84° at 1:00 PM
<ul style="list-style-type: none">Bauer crew waters seeded / erosion control blanketed areas on 68th St and around the RAB.			
Friday, May 19th	Overcast / Evening Rain	54° at 7:00 AM	70° at 4:00 PM
<ul style="list-style-type: none">No activity on-site to report.			
Saturday, May 20th	Clear	37° at 6:00 AM	75° at 5:00 PM
<ul style="list-style-type: none">No activity on-site to report.			

**PUBLIC NOTICE
CITY OF HICKMAN, NEBRASKA
CITY COUNCIL MEETING**

Notice is hereby given the Hickman City Council will be holding a public hearing on Tuesday, May 23, 2023 during the regular meeting beginning at 7:00 pm at the Hickman Community Center/City Hall 115 Locust Street, Room 128 Hickman, Nebraska

The purpose of the hearing is to provide an opportunity for Public Comment on the City of Hickman's acquisition of land for the expansion of the City's Wastewater Treatment Facility.

Property is located in Lancaster County more particularly described as:

A 4.4 ACRE TRACT OF LAND LOCATED IN
OUTLOT C, WALTERS RIDGE 1ST
ADDITION, , LANCASTER COUNTY,
NEBRASKA.

Jaala Johnson
City Clerk

NOTICE OF HEARING ON RESOLUTION OF NECESSITY

Public notice is hereby given that the Mayor and City Council of the City of Hickman will meet at 7:00 o'clock p.m. on May 23, 2023, at the Hickman Community Center/City Hall, 115 Locust Street, Room 128, Hickman, Nebraska, for the purpose of conducting a hearing on a Resolution of Necessity, Resolution 2023-04, creating Sewer Improvement District No. 2023-1 of said City. At such hearing all interested persons may appear and be heard. After such hearing the resolution may be passed as proposed or amended and passed as amended. The following is the text of said resolution:

RESOLUTION OF NECESSITY

A RESOLUTION DECLARING THE NECESSITY OF CONSTRUCTING ADDITIONS AND IMPROVEMENTS TO THE CITY'S SANITARY SEWER SYSTEM; CREATING SEWER IMPROVEMENT DISTRICT NO. 2023-1 OF THE CITY; MAKING REFERENCE TO AND APPROVING PLANS AND SPECIFICATIONS; APPROVING THE ENGINEERS' ESTIMATE OF COSTS; PROVIDING FOR THE ISSUANCE OF BONDS, WARRANTS AND NOTES, DETERMINING IMPROVEMENTS TO BE GENERAL PUBLIC IMPROVEMENTS NOT OF SPECIAL BENEFIT TO PROPERTY WITHIN SAID DISTRICT AND PROVIDING FOR THE EFFECTIVENESS OF THIS RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HICKMAN, NEBRASKA, as follows:

Section 1. The Mayor and City Council hereby find and determine that it is necessary and advisable to construct additions and improvements to the City's Sanitary Sewer System consisting of the following:

New Influent Gravity Sewer, New Headworks, New Final Clarifier, Raw Sewage Pump Station Upgrades with New Flow Meter, Oxidation Ditch Piping & Valves, Plant Electrical System Upgrades, Land Acquisition, Engineering Services and Demolition Activities

Section 2. For purposes of constructing said additions and improvements, there is hereby ordered created Sewer Improvement District No. 2023-1, which shall include certain property within the City fully described as follows:

Site Address: 5433 HICKMAN RD, HICKMAN, NE 68372

Legal Description: S33, T8, R7, 6th Principal Meridian, LOT 85 NW

Section 3. Reference is hereby made to the plans and specifications (the "Plans") for said additions and improvements which have been prepared by Olsson, engineers for the City, and which, together with the estimate of total cost for said additions and improvements have been filed with the City Clerk prior to the proposing of this resolution.

Section 4. The engineer's estimate of total cost for the proposed sewer system additions and improvements for said District is \$2,594,550, which amount does not include interest cost, cost of issuance or other expenses of the City.

Section 5. It is hereby found and determined that such improvements are of general benefit to the City and that no special assessments shall be levied against the property in the District. Temporary financing may be provided through the issuance of bond anticipation notes as provided by Section 10-137, R.R.S. Neb., as amended. Said additions and improvements shall be financed on a permanent basis by the issuance of the City's general obligation sewer bonds issued pursuant to Section 17-925, R.R.S. Neb., as amended.

Section 6. This resolution of necessity shall be in force and effect from and after its adoption as provided by law.

By order of the Mayor and Council
Jaala Johnson, City Clerk
City of Hickman, Nebraska

Published/Posted: May 11, 2023 and May 18, 2023



May 18, 2023

City of Hickman
Attn: Ms. Kelly Oelke, City Administrator
115 Locust Street, PO Box 127
Hickman, Nebraska 68372-0127

Re: Water Treatment Plant – 2nd Train
Hickman, Nebraska
Olsson Project No. 022-02777

Dear Ms. Oelke:

On Tuesday, May 16, 2023, bids were received for the above-mentioned project. This letter summarizes the bids received and provides the City Council with our recommendations for making an award on the project. A bid tabulation was prepared for the project and is enclosed for reference.

A total of three bids were received for the project. Bids were submitted by Midwest Mechanical Industrial Services, LLC of Logan, IA, Phil Carkoski Construction and Trenching, Inc. of Loup City, NE, and Rutalkn Inc, of Avoca, NE. Alternate pricing was provided for replacement of the backwash recycle pump motor, piping, and adding a VFD to allow for higher recycle flows, as requested (Alternate #1). The stated completion dates were to be substantially complete by December 31, 2023, and final completion achieved by February 29, 2024.

The apparent low bid was provided by Midwest Mechanical Industrial Services, LLC, with a base bid amount of \$321,000. The total with Alternate #1 was \$386,000. The engineer's opinion of probable construction cost was \$535,000.

All bidders have shown that they are responsive and responsible bidders. However, we have no experience working with Midwest Mechanical. They did provide references and additional information to consider. We contacted the references provided and reviewed the bidders qualification statement with supporting documentation. Those who have done projects with Midwest Mechanical Industrial Services, LLC spoke favorably of how they perform similar work. Those who have worked with the project manager also spoke favorably of his performance on work with his previous employer.

It is our recommendation that the City should award the bid to Midwest Mechanical Industrial Services, LLC for the contract price of \$386,000. This amount includes the alternate since the submitted cost is below our estimate. The bid award will need to be made contingent upon review and approval per any necessary funding requirements, if applicable.

Please feel free to contact me with any additional questions that you may have. I can be reached at 402.458.5671 or creinsch@olsson.com.

Sincerely,

A handwritten signature in black ink that reads "Craig Reinsch". The signature is written in a cursive, flowing style.

Craig Reinsch, PE

Encls.

F:\2022\02501-03000\022-02777\20-Management\Communication\23-05-18_WTWW_WTP Bid Recommendation.docx

BID TABULATION

May 16, 2023 Project No. 022-02777
 11:00 a.m. Page 1 of 1

Hickman WTP - 2nd Train
 Hickman, Nebraska 2023



CONTRACTOR		Midwest Mechanical Industrial Services, LLC	Philip Carkoski Construction and Trenching, Inc.	Rutalkn, Inc.
ITEM NO.	ITEM	LUMP SUM	LUMP SUM	LUMP SUM
1	Base Bid - Lump Sum	\$321,000.00	\$391,260.00	\$427,000.00
1A	Alternate 1	\$65,000.00	\$89,483.00	\$70,000.00
Total Base Bid plus Alternate 1		\$386,000.00	\$480,743.00	\$497,000.00
Substantially Complete On or Before:		December 31, 2023	December 31, 2023	December 31, 2023
Complete and Ready for Final Payment On or Before:		February 29, 2024	February 29, 2024	February 29, 2024
Addenda No. 1		X	X	X
Bid Guarantee:		5.00%	5.00%	5.00%
Remarks				

**RESOLUTION NO. 2023-05
CITY OF HICKMAN, NEBRASKA**

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HICKMAN, NEBRASKA AUTHORIZING THE ACQUISITION OF CERTAIN REAL PROPERTY FOR USE BY THE CITY.

Recitals

A. Cedar Woods Estates, LLC a Nebraska limited liability company owns certain real property located in Lancaster County more particularly described as:

A 4.4 ACRE TRACT OF LAND LOCATED IN OUTLOT C, WALTERS RIDGE 1ST ADDITION, , LANCASTER COUNTY, NEBRASKA.

B. The City's acquisition of the above-described real property will benefit the City and its residents as the property will be used for expansion of the City's wastewater treatment facility.

C. Neb. Rev. Stat. § 18-1755 and Hickman Municipal Code § 6-110 authorize the City to acquire real property upon approval of the acquisition by action taken in a public meeting after notice and public hearing.

D. The City has held a public hearing and desires to purchase the real property.

NOW THEREFORE, be it resolved by the City of Hickman, Nebraska:

1. The City hereby approves the acquisition of real property from Cedar Woods Estates, LLC, in accordance with the authority under Nebraska law and the Hickman Municipal Code.

2. The Mayor of the City is hereby authorized to execute a Purchase Agreement and to take all actions necessary to effectuate the acquisition of real property from Cedar Woods Estate, LLC.

This has been approved on May 23, 2023.

CITY OF HICKMAN, NEBRASKA

By: _____
Mayor Phil Goering

ATTEST: _____
Jaala Johnson, City Clerk

(Seal)

May 18, 2023

Cydnee Golden
Treasurer
City of Hickman
115 Locust Street
Hickman, NE 68372

Dear Cydnee,

Thank you for your recent application for the 2022-2023 Lean on LARM Safety Grant. We are pleased to announce that the safety items (**Security Cameras**) you requested meet the qualifications for the grant for up to \$500.00 (Five Hundred Dollars).

The date of purchase must be after **May 17, 2023**, and receipts or a purchase invoice must be turned in on or before **September 30, 2023**. The purchase cost of the safety item will be reimbursed after we have received the purchase receipt or purchase invoice.

We ask that you submit the receipt for purchased items by emailing a copy to Fred Wiebelhaus at fred.wiebelhaus@larmpool.org or by mailing a copy to LARM, Attn: Fred Wiebelhaus, 1335 L Street, Suite 200, Lincoln, NE 68508.

After you have purchased the safety item and received the grant funds, we would like to get a picture of the items and one or more members of your staff to promote Lean on LARM and how it can help other communities like yours. Please contact LARM Communications Director Diane Becker at diane.becker@larmpool.org to set up a time for a photo.

Congratulations on attaining the Lean on LARM Safety Grant funds. LARM is committed to helping your organization attain the highest standards of safety in your workplace and is assured the safety item purchased with Lean on LARM funds will help you in your safety efforts.

Sincerely,

Fred Wiebelhaus
Loss Control/Claims Manager