



**CITY OF BROKEN BOW  
CITY COUNCIL AGENDA  
June 24, 2025 @ 6:00 PM  
Broken Bow Municipal Building  
314 South 10<sup>th</sup> Ave, Broken Bow NE**

**Meeting Procedure**

*The Public may address specific agenda items at the pleasure of the Mayor. Please come to the podium, state your name and address, and limit your remarks to five minutes or less (subject to mayoral discretion). Out of respect to City employees, we request that any complaints or criticisms of employees not be aired in a public meeting. Concerns about employees should be brought to the attention of the City Administrator or Mayor. An individual in violation will be declared out of order. Individuals who have appropriate items for City Council consideration should complete the Request for Future Agenda Items.*

**A. Call to Order**

**B. Open Meetings Act:** A current copy of the Open Meetings Act is available and is posted for review by all citizens.

**C. Roll Call**

**D. Pledge of Allegiance**

**E. Consent Agenda:** Council will have consideration of approving the consent agenda items for June 24<sup>th</sup>, 2025, which will include the following:

- a. Approval of Minutes of June 11<sup>th</sup>, 2025, Council Meeting
- b. Approval of Bills as Posted

**F. New Business:**

- a. **Frisbee Golf-** Council will have consideration of approving upgrades to the frisbee golf course in collaboration with Ethan Harders.
- b. **Police Officer Appointment-** Council will have the consideration of approving the appointment of Wyatt Woodward as a Broken Bow Police Officer.
- c. **Wyatt Woodward-** Police Officer Oath.
- d. **Broken Bow Public Library Volunteer Release and Waiver of Liability –** Council will have consideration of approving the Broken Bow Public Library Volunteer Release and Waiver of Liability.
- e. **Broken Bow Library Roof Contract Bid Approval-** Council will have consideration of awarding the bid for the Broken Bow Library Roof Contract for the City of Broken Bow.



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- f. Eagle Crest Substantial Completion-** Council will have consideration of approving the substantial completion form for the Eagle Crest subdivision.
- g. City Administrator-** Annual performance review

**G. Public Comments**

**H. Mayor and Council Comments**

**I. Adjournment**

**Upcoming Events:**

- ***July 14<sup>th</sup> – Park Board Meeting @ 5:30 pm in the Broken Bow Municipal Building***
- ***July 8<sup>th</sup> – Board of Public Works @ 12:30 pm in the Broken Bow Municipal Building***
- ***July 8<sup>th</sup> – City Council Meeting @ 6:00 pm in the Broken Bow Municipal Building***

The Council will review the above matters and take such action as they deem appropriate. The Council may enter into closed session to discuss any matter on this agenda when it is determined by the Council that it is clearly necessary for protection of the public interest or the prevention of needless injury to the reputation of any individual and if such individual has not requested a public meeting, or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was called. If the motion to close passes, immediately prior to the closed session the Mayor shall restate on the record the limitation of the subject matter of the closed session.

## Broken Bow City Council

### Meeting Minutes June 11, 2025

The Broken Bow City Council met in regular session on Wednesday, June 11, 2025, in the Broken Bow Municipal Auditorium. Notice of the meeting was given in advance thereof by publication in the Custer County Chief, the designated method for giving notice. Advance notice of the meeting, a copy of the agenda, and related council materials were given to the Mayor and all members of the City Council and shared with various media outlets. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

Mayor Rod Sonnichsen called the meeting to order at 6:01 pm, with the following Councilmembers present: Russ Smith, Travis Kleeb, Joe Wamsley, and Paul Holland. Absent: none. Also in attendance was City Administrator David Schmidt, City Clerk Jennifer Waterhouse, Deputy Clerk Jacob Holcomb, and City Treasurer LeeAnn Morgan. Mayor Sonnichsen announced the availability of the Open Meetings Act, followed by reciting the Pledge of Allegiance.

Moved by Smith, seconded by Kleeb to approve the consent agenda for June 11, 2025. Said motion includes approval of the Minutes of the May 27, 2025, Council Meeting, Bills to Date, Troy's Hot Rocket Fireworks LLC Fireworks Application, and Loud & Proud Fireworks LLC Fireworks Application. Roll call vote: Voting aye: Smith, Kleeb, Wamsley, and Holland. Nays: None. Motion carried.

911 Custom \$159.00, AKRS Equipment \$55.20, AKRS Equipment-Parks \$82.67, Aflac \$436.46, \$119.50, \$108.18, American Legal Publishing \$399.00, Benchmark Governmental Solutions \$721.10, Bound Tree Medical \$345.77, Broken Bow Airport Authority \$1,083.33, Broken Bow Chamber of Commerce \$8,765.00, Broken Bow Mun Utilities \$565.83, Broken Bow Municipal Utilities \$4,763.46, Broken Bow Rural Fire Board \$950.98, Capital One \$1,573.07, Card Services 4834 \$5,828.85, Card Services 0591 \$4,138.03, Card Services 0583 \$2,927.96, Card Services 0609 \$3,131.15, Carquest of Broken Bow \$7.99, Century Link \$86.03, Century Link \$138.89, Century Link \$368.75, Century Link \$127.00, City Flex Benefit Plan \$455.00, City of Broken Bow - Health Insurance \$4,377.59, \$32,723.28, City of Broken Bow Pension Fund \$2,805.22, \$13,105.18, \$1,583.35, Colonial Insurance \$534.49, \$284.76, \$585.94, Courtney Kusek \$20.00, Custer County Chief \$237.12, Custer County Treasurer \$19,386.68, Custer Public Power \$53.00, Deterdings \$10,505.23, EFTPS Online Payment \$3,887.32, \$13,000.99, \$16,621.74, EZ IT Solutions \$1,478.60, \$2,940.00, Eakes Office Products \$1,044.90, Etta Wilder \$49.00, Family Heritage \$25.50, First Response Billing Associates, LLC \$2,280.37, Great Plains Communications \$230.05, \$289.95, \$84.95, \$150.00, Greg Krueger & Associates \$392.30, Hometown Leasing \$291.12, \$73.57, \$116.65, Island Supply Welding Co. \$65.96, JEO \$1,036.25, Kirkpatrick Cleaning Solutions \$234.15, \$3,470.00, Marten Heating & Air \$636.58, Midland Telecom \$1,379.00, Myers Iron Salvage \$2,638.90, Nebraska Child Support Payment Center \$769.86, Nebraska Law Enforcement Training Center \$175.00, Nebraska Pasture Door \$288.00, Paper Tiger Shredding \$45.00, Power Solutions \$4,407.46, Quill Corporation \$81.79, RT Ace, LLC \$2,26.71, RT Ace, LLC \$302.89, \$88.05, RT Ace, LLC \$249.37, RT Ace, LLC \$1,009.80, S&L Sanitary Service \$58.30, Sara J. Hulinsky \$837.00, Schaper and White Law Firm \$3,082.00, Shannon Pomplun \$30.00, Site One Landscape Supply \$857.44, State Income Tax WH NE Online Payment \$4,801.50, Stryker \$72.00, TX Child Support SDU \$401.00, Taylors Heating & Cooling Inc \$131.10, Time Management Systems Inc. \$11.66, \$318.84, Tracker Systems \$16.99, Trotter Service \$119.00, Van Diest Supply Co \$3,862.30, Verizon Wireless \$320.08, Weathercraft \$377.25, Total \$198,898.28, Bi-Weekly Payroll (6/4/25) \$93,472.61, Grand Total \$292,370.89

In other communication, City Administrator Dave Schmidt, reported on the City Wide Clean-up that took place on May 17, 2025, stating that the event was very successful with the largest turnout to date. He explained that during the event the city took in 11,160 pounds of iron and 25,380 pounds of trash. The tree dump also had one hundred eighty seven visitors the first week and over two hundred the second week.



Administrator Schmidt also shared with those in attendance a bittersweet letter he received from Broken Bow Chief of Police Steve Scott announcing his retirement. The letter read as follows, "It is with a deep sense of gratitude and anticipation, I write to formally announce my retirement from the position of Chief of Police to be effective August 1, 2025. It has been an honor to serve the Broken Bow community for over 44 years, lead the men and women of the Broken Bow Police Department for 20 of those years. I am sincerely thankful for the trust, support and collaboration extended to me throughout my tenure. As I prepare for the next chapter, I remain fully committed to supporting a smooth and seamless leadership transition. I am available to assist in any way needed, including mentoring the incoming Chief of Police to ensure continued success for the department. I extend my heartfelt best wishes to each of you and to the entire Broken Bow Police Department. It has been a privilege to serve alongside such dedicated individuals." signed, Chief of Police, Steve Scott.

Administrator Schmidt said that as we near the retirement date he will keep everyone posted as the city will have some festivities lined up for Chief Scott. He concluded with offering congratulations and thanking Chief Scott for his dedicated service to the City of Broken Bow.

In new business, moved by Kleeb, seconded by Holland to approve deeming the Spirit of the Sandhills Summer Shootout USA Softball Tournament on June 20-22, 2025, a special city event. Administrator Schmidt explained that deeming this tournament a special event will allow them to have food trucks on site during the tournament. Roll Call Vote: Voting aye: Smith, Kleeb, Wamsley, and Holland. Nays: None. Motion carried.

Moved by Wamsley, seconded by Kleeb to approve temporarily closing South D Street from South 8<sup>th</sup> Avenue to South 9<sup>th</sup> Avenue on June 23rd, 2025, from 4:00-7:00 pm for the Broken Bow Ambulance Service Drive Through Burger Fundraiser. Roll Call Vote: Voting aye: Smith, Kleeb, Wamsley, and Holland. Nays: None. Motion carried.

Moved by Holland, seconded by Smith to approve Resolution 2025-12, authorizing the sale of surplus personal property, (1) Air Compressor, Serial Number 1TR1942472, to Nebraska City Utilities for \$9,000 plus applicable taxes. Administrator Schmidt explained that the air compressor is no longer needed and was purchased to be used at the power plant but was never used and stored in the basement. He said that the sale will allow the city to recoup the money that was invested and is in line with state statutes. Roll Call Vote: Voting aye: Smith, Kleeb, Wamsley and Holland. Nays: None. Motion carried.

There were no public comments.

During Mayor and council comments, Councilmember Holland reminded everyone to be careful driving around all the road construction throughout the town. Mayor Sonnichsen finished by thanking Chief Scott again for his roughly 45 years of dedication and service to the City of Broken Bow, as well as the team he has built over the last 10 years.

Moved by Smith, seconded by Kleeb, to adjourn the City Council meeting at 6:10 pm. Roll Call vote: Voting aye: Smith, Kleeb, Wamsley, and Holland. Nays: None. Motion Carried.

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Rodney W. Sonnichsen, Mayor

ATTEST:

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Jennifer A. Waterhouse, City Clerk



## City of Broken Bow

| <u>Vend#</u>  | <u>Vendor Name</u>                           | <u>Pay#</u> | <u>Post Date</u> | <u>Due Date</u>   | <u>Amount</u> | <u>Invoice</u>                            | <u>Date</u> | <u>PO#</u> | <u>Date</u>  | <u>Status</u> |
|---------------|--|-------------|------------------|-------------------|---------------|---|-------------|------------|--------------|---------------|
|               | <u>Account#</u>                              |             |                  | <u>Work Order</u> |               | <u>Description</u>                        |             |            | <u>Debit</u> | <u>Credit</u> |
|               | <b>4 County Heating &amp; Air, LLC</b>       |             |                  |                   |               |   |             |            |              |               |
| 37701         | 6/24/2025                                    | 6/24/2025   |                  | 105.00            | 4599          | Maint/repairs Library AC unit             |             |            | 105.00       | Posted        |
|               | 07-3311.00                                   |             |                  |                   |               |   |             |            |              | 0.00          |
|               | <b>Adren Uhlig</b>                           |             |                  |                   |               |   |             |            |              |               |
| 37702         | 6/24/2025                                    | 6/24/2025   |                  | 300.00            | 4             | Maint grounds - spraying weeds            |             |            | 300.00       | Posted        |
|               | 06-3311.00                                   |             |                  |                   |               |   |             |            |              | 0.00          |
|               | <b>Aflac</b>                                 |             |                  |                   |               |   |             |            |              |               |
| 37743         | 6/18/2025                                    | 6/18/2025   |                  | 436.46            |               | PRE TAX AFLAC                             |             |            | 436.46       | Posted        |
|               | 01-1501.00                                   |             |                  |                   |               |   |             |            |              | 0.00          |
| 37744         | 6/18/2025                                    | 6/18/2025   |                  | 119.50            |               | AFLAC POST TAX                            |             |            | 119.50       | Posted        |
|               | 01-1501.00                                   |             |                  |                   |               |   |             |            |              | 0.00          |
|               | <b>Blair Nixon</b>                           |             |                  |                   |               |   |             |            |              |               |
| 37703         | 6/24/2025                                    | 6/24/2025   |                  | 155.00            |               | Refund for shortened stay at RV Park      |             |            | 155.00       | Posted        |
|               | 09-3222.00                                   |             |                  |                   |               |   |             |            |              | 0.00          |
|               | <b>Bound Tree Medical</b>                    |             |                  |                   |               |   |             |            |              |               |
| 37704         | 6/24/2025                                    | 6/24/2025   |                  | 2,046.52          | ACCT# 112634  | Ambulance supplies                        |             |            | 2,046.52     | Posted        |
|               | 05-3338.00                                   |             |                  |                   |               |   |             |            |              | 0.00          |
|               | <b>Broken Bow Mun Utilities</b>              |             |                  |                   |               |   |             |            |              |               |
| 37688         | 6/24/2025                                    | 6/24/2025   |                  | 14,609.19         |               | Lift Station Payment Reimb - June 25      |             |            | 14,609.19    | Posted        |
|               | 12-4200.00                                   |             |                  |                   |               |   |             |            |              | 0.00          |
|               | <b>Callaway District Hospital</b>            |             |                  |                   |               |   |             |            |              |               |
| 37705         | 6/24/2025                                    | 6/24/2025   |                  | 1.34              | 107 -6/1/25   | Medication                                |             |            | 1.34         | Posted        |
|               | 05-3338.00                                   |             |                  |                   |               |   |             |            |              | 0.00          |
|               | <b>Card Services</b>                         |             |                  |                   |               |   |             |            |              |               |
| 37706         | 6/24/2025                                    | 6/24/2025   |                  | 677.09            |               | Library - Program supplies for Summer rea |             |            | 677.09       | Posted        |
|               | 07-3222.20                                   |             |                  |                   |               |   |             |            |              | 0.00          |
|               | <b>Carquest of Broken Bow</b>                |             |                  |                   |               |   |             |            |              |               |
| 37707         | 6/24/2025                                    | 6/24/2025   |                  | 220.49            | CUST# 11625   | Battery for 408 (2022 White Explorer)     |             |            | 220.49       | Posted        |
|               | 04-3410.00                                   |             |                  |                   |               |   |             |            |              | 0.00          |
| 37708         | 6/24/2025                                    | 6/24/2025   |                  | 89.01             | CUST# 11475   | Fire - Maint/repairs                      |             |            | 89.01        | Posted        |
|               | 06-3310.00                                   |             |                  |                   |               |   |             |            |              | 0.00          |
|               | <b>Central Ne Economic Dev District</b>      |             |                  |                   |               |   |             |            |              |               |
| 37689         | 6/24/2025                                    | 6/24/2025   |                  | 5,609.60          | 25-19         | Annual membership 10/1/25-9/30/26         |             |            | 5,609.60     | Posted        |
|               | 01-3206.00                                   |             |                  |                   |               |   |             |            |              | 0.00          |
|               | <b>Central Valley Electric, Inc.</b>         |             |                  |                   |               |   |             |            |              |               |
| 37709         | 6/24/2025                                    | 6/24/2025   |                  | 1,587.23          | 167481        | Shop tools                                |             |            | 793.61       | Posted        |
|               | 08-3350.00                                   |             |                  |                   |               | Shop tools                                |             |            | 793.62       | 0.00          |
|               | 09-3352.00                                   |             |                  |                   |               |   |             |            | 1,587.23     | 0.00          |
|               | <b>City Flex Benefit Plan</b>                |             |                  |                   |               |   |             |            |              |               |
| 37745         | 6/18/2025                                    | 6/18/2025   |                  | 535.00            |               | SELECT FLEX-UNREIMBURSED M/D/V            |             |            | 535.00       | Posted        |
|               | 01-1501.00                                   |             |                  |                   |               |   |             |            |              | 0.00          |
| lth Ins Reimb | <b>City of Broken Bow - Health Insurance</b> |             |                  |                   |               |   |             |            |              |               |
| 37755         | 6/18/2025                                    | 6/18/2025   |                  | 4,378.26          |               | HEALTH INSURANCE                          |             |            | 4,378.26     | Posted        |
|               | 01-1501.00                                   |             |                  |                   |               |   |             |            |              | 0.00          |
|               | <b>City of Broken Bow Pension Fund</b>       |             |                  |                   |               |   |             |            |              |               |
| 37746         | 6/18/2025                                    | 6/18/2025   |                  | 2,805.22          |               | RETIREMENT LOAN PAYMENT                   |             |            | 2,805.22     | Posted        |
|               | 01-1513.00                                   |             |                  |                   |               |   |             |            |              | 0.00          |
| 37747         | 6/18/2025                                    | 6/18/2025   |                  | 11,804.84         |               | 414H RETIREMENT                           |             |            | 11,804.84    | Posted        |
|               | 01-1502.00                                   |             |                  |                   |               |   |             |            |              | 0.00          |
| 37748         | 6/18/2025                                    | 6/18/2025   |                  | 1,542.22          |               | 457 RETIREMENT                            |             |            | 1,542.22     | Posted        |
|               | 01-1502.00                                   |             |                  |                   |               |   |             |            |              | 0.00          |
|               | <b>Colonial Insurance</b>                    |             |                  |                   |               |   |             |            |              |               |
| 37741         | 6/18/2025                                    | 6/18/2025   |                  | 534.49            |               | COLONIAL LIFE PRE TAX                     |             |            | 534.49       | Posted        |
|               | 01-1501.00                                   |             |                  |                   |               |   |             |            |              | 0.00          |
| 37742         | 6/18/2025                                    | 6/18/2025   |                  | 296.32            |               | COLONIAL LIFE POST TAX                    |             |            | 296.32       | Posted        |
|               | 01-1501.00                                   |             |                  |                   |               |   |             |            |              | 0.00          |
|               | <b>Custer County Chief</b>                   |             |                  |                   |               |   |             |            |              |               |

## Accounts Payable Detail Listing

City of Broken Bow

| <u>Vend#</u>                                | <u>Vendor Name</u> | <u>Pay#</u> | <u>Post Date</u> | <u>Due Date</u> | <u>Amount</u>     | <u>Invoice</u>                             | <u>Date</u> | <u>PO#</u> | <u>Date</u>  | <u>Status</u> |
|---|--------------------|-------------|------------------|-----------------|-------------------|--|-------------|------------|--------------|---------------|
|   | <u>Account#</u>    |             |                  |                 | <u>Work Order</u> | <u>Description</u>                         |             |            | <u>Debit</u> | <u>Credit</u> |
| <b>Custer County Chief (continued)</b>      |                    |             |                  |                 |                   |  |             |            |              |               |
| 37740                                       | 6/24/2025          | 6/24/2025   |                  |                 | 222.00            | ACCT# 9024                                 |             |            |              | Posted        |
|   | 01-3223.00         |             |                  |                 |                   | 5/8 Clean up advertising                   |             |            | 111.00       | 0.00          |
|   | 01-3223.00         |             |                  |                 |                   | 5/12 Clean up advertising                  |             |            | 111.00       | 0.00          |
|   |                    |             |                  |                 |                   |  |             |            | 222.00       | 0.00          |
| <b>Custer County Construction Inc.</b>      |                    |             |                  |                 |                   |  |             |            |              |               |
| 37690                                       | 6/24/2025          | 6/24/2025   |                  |                 | 4,107.55          | 436  |             |            |              | Posted        |
|   | 02-4202.00         |             |                  |                 |                   | Cabinets, counterops, & shelving in main c |             |            | 4,107.55     | 0.00          |
| <b>Custer Transfer Station</b>              |                    |             |                  |                 |                   |  |             |            |              |               |
| 37710                                       | 6/24/2025          | 6/24/2025   |                  |                 | 174.60            | 378807, 379053                             |             |            |              | Posted        |
|   | 01-3436.00         |             |                  |                 |                   | N 6th Demo                                 |             |            | 174.60       | 0.00          |
| <b>Demco</b>                                |                    |             |                  |                 |                   |  |             |            |              |               |
| 37711                                       | 6/24/2025          | 6/24/2025   |                  |                 | 69.34             | 7647199                                    |             |            |              | Posted        |
|   | 07-3223.00         |             |                  |                 |                   | Supplies                                   |             |            | 69.34        | 0.00          |
| <b>Dept Correctional SVCS</b>               |                    |             |                  |                 |                   |  |             |            |              |               |
| 37712                                       | 6/24/2025          | 6/24/2025   |                  |                 | 3,800.00          | FSP-Invoice 31918                          |             |            |              | Posted        |
|   | 08-3349.00         |             |                  |                 |                   | Snow blade, 4wheeler, painter              |             |            | 2,900.00     | 0.00          |
|   | 09-3410.00         |             |                  |                 |                   | Charger, snowblower, 4wheeler              |             |            | 900.00       | 0.00          |
|   |                    |             |                  |                 |                   |  |             |            | 3,800.00     | 0.00          |
| <b>EFTPS Online Payment</b>                 |                    |             |                  |                 |                   |  |             |            |              |               |
| 37751                                       | 6/18/2025          | 6/18/2025   |                  |                 | 3,680.68          |  |             |            |              | Posted        |
|   | 01-1500.00         |             |                  |                 |                   | MEDICARE                                   |             |            | 3,680.68     | 0.00          |
| 37752                                       | 6/18/2025          | 6/18/2025   |                  |                 | 9,054.13          |  |             |            |              | Posted        |
|   | 01-1500.00         |             |                  |                 |                   | FEDERAL MARRIED                            |             |            | 4,741.32     | 0.00          |
|   | 01-1500.00         |             |                  |                 |                   | FEDERAL SINGLE                             |             |            | 3,458.92     | 0.00          |
|   | 01-1500.00         |             |                  |                 |                   | Federal Head of Household                  |             |            | 449.44       | 0.00          |
|   | 01-1500.00         |             |                  |                 |                   | 2020 Federal Married                       |             |            | 404.45       | 0.00          |
|   |                    |             |                  |                 |                   |  |             |            | 9,054.13     | 0.00          |
| 37753                                       | 6/18/2025          | 6/18/2025   |                  |                 | 15,738.20         |  |             |            |              | Posted        |
|   | 01-1500.00         |             |                  |                 |                   | SOCIAL SECURITY                            |             |            | 15,738.20    | 0.00          |
| <b>Eakes Office Solutions</b>               |                    |             |                  |                 |                   |  |             |            |              |               |
| 37713                                       | 6/24/2025          | 6/24/2025   |                  |                 | 157.92            | 9133335                                    |             |            |              | Posted        |
|   | 07-3223.00         |             |                  |                 |                   | Hand soap dispenser refills                |             |            | 157.92       | 0.00          |
| <b>Family Heritage</b>                      |                    |             |                  |                 |                   |  |             |            |              |               |
| 37749                                       | 6/18/2025          | 6/18/2025   |                  |                 | 25.50             |  |             |            |              | Posted        |
|   | 01-1501.00         |             |                  |                 |                   | FAMILY HERITAGE                            |             |            | 25.50        | 0.00          |
| <b>Great Plains Communications - Police</b> |                    |             |                  |                 |                   |  |             |            |              |               |
| 37714                                       | 6/24/2025          | 6/24/2025   |                  |                 | 185.00            |  |             |            |              | Posted        |
|   | 04-3221.00         |             |                  |                 |                   | Internet - Police Dept                     |             |            | 185.00       | 0.00          |
| <b>Grocery Kart</b>                         |                    |             |                  |                 |                   |  |             |            |              |               |
| 37715                                       | 6/24/2025          | 6/24/2025   |                  |                 | 63.91             | ACCT# 5831 May :                           |             |            |              | Posted        |
|   | 10-3339.00         |             |                  |                 |                   | Cleaning supplies                          |             |            | 63.91        | 0.00          |
| <b>Ingram Library Services</b>              |                    |             |                  |                 |                   |  |             |            |              |               |
| 37717                                       | 6/24/2025          | 6/24/2025   |                  |                 | 1,753.40          | ACCT# 2063010                              |             |            |              | Posted        |
|   | 07-3340.00         |             |                  |                 |                   | Materials                                  |             |            | 1,753.40     | 0.00          |
| <b>JEO</b>                                  |                    |             |                  |                 |                   |  |             |            |              |               |
| 37691                                       | 6/24/2025          | 6/24/2025   |                  |                 | 11,366.25         | 161926                                     |             |            |              | Posted        |
|   | 12-4200.00         |             |                  |                 |                   | BBow 2021 Eagle Crest water and sanitary   |             |            | 11,366.25    | 0.00          |
| <b>Kirkpatrick Cleaning Solutions</b>       |                    |             |                  |                 |                   |  |             |            |              |               |
| 37692                                       | 6/24/2025          | 6/24/2025   |                  |                 | 371.21            | 13880                                      |             |            |              | Posted        |
|   | 02-3419.01         |             |                  |                 |                   | Armory cleaning - Post BRAN                |             |            | 300.00       | 0.00          |
|   | 02-3223.01         |             |                  |                 |                   | Small trash can liners - Armory            |             |            | 57.19        | 0.00          |
|   | 02-3223.01         |             |                  |                 |                   | Sanitary can liners - Armory               |             |            | 14.02        | 0.00          |
|   |                    |             |                  |                 |                   |  |             |            | 371.21       | 0.00          |
| 37693                                       | 6/24/2025          | 6/24/2025   |                  |                 | 15.06             | 13881                                      |             |            |              | Posted        |
|   | 02-3223.01         |             |                  |                 |                   | Soap for downtown RR                       |             |            | 15.06        | 0.00          |
| 37716                                       | 6/24/2025          | 6/24/2025   |                  |                 | 28.76             | 13855                                      |             |            |              | Posted        |
|   | 07-3223.00         |             |                  |                 |                   | Paper towels - Library                     |             |            | 28.76        | 0.00          |

## Accounts Payable Detail Listing

City of Broken Bow

| <u>Vend#</u>                                   | <u>Vendor Name</u> | <u>Pay#</u> | <u>Post Date</u> | <u>Due Date</u>   | <u>Amount</u> | <u>Invoice</u>                                | <u>Date</u> | <u>PO#</u> | <u>Date</u>  | <u>Status</u> |
|--|--------------------|-------------|------------------|-------------------|---------------|---|-------------|------------|--------------|---------------|
|  | <u>Account#</u>    |             |                  | <u>Work Order</u> |               | <u>Description</u>                            |             |            | <u>Debit</u> | <u>Credit</u> |
| <b>LARM (continued)</b>                        |                    |             |                  |                   |               |   |             |            |              |               |
| 37694  | 6/24/2025          | 6/24/2025   |                  |                   | 37.86         | 113466  |             |            |              | Posted        |
|  | 01-3207.00         |             |                  |                   |               | Property insurance for sixth radio for ALS    |             |            | 37.86        | 0.00          |
| <b>Marten Heating &amp; Air</b>                |                    |             |                  |                   |               |   |             |            |              |               |
| 37695  | 6/24/2025          | 6/24/2025   |                  |                   | 501.46        | 1241  |             |            |              | Posted        |
|  | 02-3311.00         |             |                  |                   |               | Maint & repairs on City Hall office AC unit   |             |            | 501.46       | 0.00          |
| 37718  | 6/24/2025          | 6/24/2025   |                  |                   | 337.50        | 1237  |             |            |              | Posted        |
|  | 08-3310.00         |             |                  |                   |               | Shop ice machine repairs                      |             |            | 95.00        | 0.00          |
|  | 02-3311.00         |             |                  |                   |               | Armory AC unit                                |             |            | 242.50       | 0.00          |
|  |                    |             |                  |                   |               |   |             |            | 337.50       | 0.00          |
| <b>Mead Lumber</b>                             |                    |             |                  |                   |               |   |             |            |              |               |
| 37719  | 6/24/2025          | 6/24/2025   |                  |                   | 200.96        | 12009652-I                                    |             |            |              | Posted        |
|  | 09-3311.00         |             |                  |                   |               | Maint/repairs grounds                         |             |            | 200.96       | 0.00          |
| <b>Michael Todd Industrial Supply</b>          |                    |             |                  |                   |               |   |             |            |              |               |
| 37720  | 6/24/2025          | 6/24/2025   |                  |                   | 113.16        | 219429  |             |            |              | Posted        |
|  | 08-3347.00         |             |                  |                   |               | Street signs                                  |             |            | 113.16       | 0.00          |
| <b>Midwest Alarm Services</b>                  |                    |             |                  |                   |               |   |             |            |              |               |
| 37696  | 6/24/2025          | 6/24/2025   |                  |                   | 228.00        | 501628  |             |            |              | Posted        |
|  | 06-3311.00         |             |                  |                   |               | Fire extinguisher inspection                  |             |            | 108.00       | 0.00          |
|  | 04-3311.00         |             |                  |                   |               | Fire extinguisher inspection                  |             |            | 24.00        | 0.00          |
|  | 02-3311.00         |             |                  |                   |               | Fire extinguisher inspection                  |             |            | 32.00        | 0.00          |
|  | 08-3311.00         |             |                  |                   |               | Fire extinguisher inspection                  |             |            | 32.00        | 0.00          |
|  | 09-3311.00         |             |                  |                   |               | Fire extinguisher inspection                  |             |            | 32.00        | 0.00          |
|  |                    |             |                  |                   |               |   |             |            | 228.00       | 0.00          |
| <b>NE Statewide EMS Conference</b>             |                    |             |                  |                   |               |   |             |            |              |               |
| 37723  | 6/24/2025          | 6/24/2025   |                  |                   | 825.00        | 8471  |             |            |              | Posted        |
|  | 05-3202.10         |             |                  |                   |               | EMS Conference - Three participants           |             |            | 825.00       | 0.00          |
| <b>1 Nebraska Child Support Payment Center</b> |                    |             |                  |                   |               |   |             |            |              |               |
| 37750  | 6/18/2025          | 6/18/2025   |                  |                   | 769.86        |   |             |            |              | Posted        |
|  | 01-1503.00         |             |                  |                   |               | CHILD SUPPORT-NE                              |             |            | 769.86       | 0.00          |
| <b>Nebraska Forest Service</b>                 |                    |             |                  |                   |               |   |             |            |              |               |
| 37721  | 6/24/2025          | 6/24/2025   |                  |                   | 1,000.00      | 301105319                                     |             |            |              | Posted        |
|  | 06-2406.00         |             |                  |                   |               | Fire shelters                                 |             |            | 500.00       | 0.00          |
|  | 06-3410.00         |             |                  |                   |               | Fire shelters                                 |             |            | 500.00       | 0.00          |
|  |                    |             |                  |                   |               |   |             |            | 1,000.00     | 0.00          |
| <b>Nebraska State Historical Soc</b>           |                    |             |                  |                   |               |   |             |            |              |               |
| 37722  | 6/24/2025          | 6/24/2025   |                  |                   | 35.00         |   |             |            |              | Posted        |
|  | 07-3340.00         |             |                  |                   |               | Materials - magazine subscription             |             |            | 35.00        | 0.00          |
| <b>Platte Valley Communications</b>            |                    |             |                  |                   |               |   |             |            |              |               |
| 37724  | 6/24/2025          | 6/24/2025   |                  |                   | 675.75        | 52500067                                      |             |            |              | Posted        |
|  | 06-3225.00         |             |                  |                   |               | Siren/radio repair                            |             |            | 675.75       | 0.00          |
| <b>Presto X Company</b>                        |                    |             |                  |                   |               |   |             |            |              |               |
| 37725  | 6/24/2025          | 6/24/2025   |                  |                   | 79.01         | 77147488                                      |             |            |              | Posted        |
|  | 07-3311.00         |             |                  |                   |               | Monthly service                               |             |            | 79.01        | 0.00          |
| <b>Ranchland Ford</b>                          |                    |             |                  |                   |               |   |             |            |              |               |
| 37726  | 6/24/2025          | 6/24/2025   |                  |                   | 594.45        | 103564  |             |            |              | Posted        |
|  | 04-3310.00         |             |                  |                   |               | Battery, windshield repair, wipers, clean br. |             |            | 594.45       | 0.00          |
| 37727  | 6/24/2025          | 6/24/2025   |                  |                   | 73.22         | 103291  |             |            |              | Posted        |
|  | 04-3225.00         |             |                  |                   |               | Oil change                                    |             |            | 73.22        | 0.00          |
| <b>Scott Rhinehart</b>                         |                    |             |                  |                   |               |   |             |            |              |               |
| 37728  | 6/24/2025          | 6/24/2025   |                  |                   | 150.00        | 102   |             |            |              | Posted        |
|  | 05-3313.00         |             |                  |                   |               | Lifepack training                             |             |            | 150.00       | 0.00          |
| <b>State Income Tax WH NE Online Payment</b>   |                    |             |                  |                   |               |   |             |            |              |               |
| 37754  | 6/18/2025          | 6/18/2025   |                  |                   | 4,105.60      |   |             |            |              | Posted        |
|  | 01-1500.00         |             |                  |                   |               | STATE MARRIED                                 |             |            | 2,567.35     | 0.00          |
|  | 01-1500.00         |             |                  |                   |               | STATE SINGLE                                  |             |            | 1,538.25     | 0.00          |
|  |                    |             |                  |                   |               |   |             |            | 4,105.60     | 0.00          |
| <b>Steve Scott</b>                             |                    |             |                  |                   |               |   |             |            |              |               |
| 37729  | 6/24/2025          | 6/24/2025   |                  |                   | 155.03        |   |             |            |              | Posted        |
|  | 04-3223.00         |             |                  |                   |               | Reimbursement - postage, stamps, supplie      |             |            | 155.03       | 0.00          |



## Accounts Payable Detail Listing

City of Broken Bow

| <u>Vend#</u> | <u>Vendor Name</u>                         | <u>Pay#</u> | <u>Post Date</u>  | <u>Due Date</u> | <u>Amount</u>                            | <u>Invoice</u>     | <u>Date</u> | <u>PO#</u> | <u>Date</u>  | <u>Status</u> |
|--------------|--|-------------|-------------------|-----------------|--|--------------------|-------------|------------|--------------|---------------|
|              | <u>Account#</u>                            |             | <u>Work Order</u> |                 |  | <u>Description</u> |             |            | <u>Debit</u> | <u>Credit</u> |
|              | <b>TSYS Merchant Solutions (continued)</b> |             |                   |                 |  |                    |             |            |              |               |
| 37697        | 6/24/2025                                  | 6/24/2025   |                   | 379.32          | MAY 2025                                 |                    |             |            |              | Posted        |
|              | 10-3206.10                                 |             |                   |                 | CC Processing fees                       |                    |             |            | 379.32       | 0.00          |
|              | <b>TX Child Support SDU</b>                |             |                   |                 |  |                    |             |            |              |               |
| 37756        | 6/18/2025                                  | 6/18/2025   |                   | 331.77          |  |                    |             |            |              | Posted        |
|              | 01-1503.00                                 |             |                   |                 | CHILD SUPPORT-TX                         |                    |             |            | 331.77       | 0.00          |
|              | <b>Travel + Leisure</b>                    |             |                   |                 |  |                    |             |            |              |               |
| 37730        | 6/24/2025                                  | 6/24/2025   |                   | 26.00           |  |                    |             |            |              | Posted        |
|              | 07-3340.00                                 |             |                   |                 | Materials - magazine subscription        |                    |             |            | 26.00        | 0.00          |
|              | <b>Trotter Fertilizer</b>                  |             |                   |                 |  |                    |             |            |              |               |
| 37731        | 6/24/2025                                  | 6/24/2025   |                   | 68.72           | BROST                                    |                    |             |            |              | Posted        |
|              | 08-3344.00                                 |             |                   |                 | Chemicals                                |                    |             |            | 68.72        | 0.00          |
| Parks-BBPAR  | <b>Trotter Service</b>                     |             |                   |                 |  |                    |             |            |              |               |
| 37732        | 6/24/2025                                  | 6/24/2025   |                   | 288.88          |  |                    |             |            |              | Posted        |
|              | 09-3225.00                                 |             |                   |                 | Fuel                                     |                    |             |            | 288.88       | 0.00          |
| 37733        | 6/24/2025                                  | 6/24/2025   |                   | 2,625.03        |  |                    |             |            |              | Posted        |
|              | 08-3225.00                                 |             |                   |                 | Fuel                                     |                    |             |            | 2,570.03     | 0.00          |
|              | 08-3310.00                                 |             |                   |                 | Tire repair                              |                    |             |            | 55.00        | 0.00          |
|              |  |             |                   |                 |  |                    |             |            | 2,625.03     | 0.00          |
| 37734        | 6/24/2025                                  | 6/24/2025   |                   | 1,444.11        |  |                    |             |            |              | Posted        |
|              | 03-3310.00                                 |             |                   |                 | Repairs                                  |                    |             |            | 1,262.42     | 0.00          |
|              | 03-3225.00                                 |             |                   |                 | Fuel                                     |                    |             |            | 181.69       | 0.00          |
|              |  |             |                   |                 |  |                    |             |            | 1,444.11     | 0.00          |
|              | <b>Van Diest Supply Co</b>                 |             |                   |                 |  |                    |             |            |              |               |
| 37735        | 6/24/2025                                  | 6/24/2025   |                   | 5,148.00        | 229702                                   |                    |             |            |              | Posted        |
|              | 09-3339.00                                 |             |                   |                 | Maint/repairs grounds - iron/fertilizer  |                    |             |            | 5,148.00     | 0.00          |
|              | <b>Verizon Wireless</b>                    |             |                   |                 |  |                    |             |            |              |               |
| 37698        | 6/24/2025                                  | 6/24/2025   |                   | 129.67          |  |                    |             |            |              | Posted        |
|              | 05-3221.00                                 |             |                   |                 | ALS Phone                                |                    |             |            | 53.82        | 0.00          |
|              | 06-3221.00                                 |             |                   |                 | Fire Jetpack                             |                    |             |            | 40.01        | 0.00          |
|              | 03-3221.00                                 |             |                   |                 | Handi Bus Phone                          |                    |             |            | 35.84        | 0.00          |
|              |  |             |                   |                 |  |                    |             |            | 129.67       | 0.00          |
| 37699        | 6/24/2025                                  | 6/24/2025   |                   | 289.13          |  |                    |             |            |              | Posted        |
|              | 05-3221.00                                 |             |                   |                 | EMS Jetpack                              |                    |             |            | 80.02        | 0.00          |
|              | 06-3221.00                                 |             |                   |                 | Andy cell phone                          |                    |             |            | 43.03        | 0.00          |
|              | 08-3221.00                                 |             |                   |                 | street cell phone                        |                    |             |            | 43.03        | 0.00          |
|              | 09-3221.00                                 |             |                   |                 | parks cell phone                         |                    |             |            | 43.03        | 0.00          |
|              | 01-3221.00                                 |             |                   |                 | Zoning tablet                            |                    |             |            | 40.01        | 0.00          |
|              | 01-3221.00                                 |             |                   |                 | Dave hotspot                             |                    |             |            | 40.01        | 0.00          |
|              |  |             |                   |                 |  |                    |             |            | 289.13       | 0.00          |
|              | <b>Wardyn Electric</b>                     |             |                   |                 |  |                    |             |            |              |               |
| 37700        | 6/24/2025                                  | 6/24/2025   |                   | 591.96          | 3412                                     |                    |             |            |              | Posted        |
|              | 02-4202.00                                 |             |                   |                 | Electrical for stage in council chambers |                    |             |            | 591.96       | 0.00          |
|              | <b>Weathercraft</b>                        |             |                   |                 |  |                    |             |            |              |               |
| 37736        | 6/24/2025                                  | 6/24/2025   |                   | 5,885.00        | 23089                                    |                    |             |            |              | Posted        |
|              | 02-4202.00                                 |             |                   |                 | Roof - Library                           |                    |             |            | 5,885.00     | 0.00          |
| 37737        | 6/24/2025                                  | 6/24/2025   |                   | 3,387.50        | 23229                                    |                    |             |            |              | Posted        |
|              | 04-3311.00                                 |             |                   |                 | New motor #1, new remotes                |                    |             |            | 3,387.50     | 0.00          |
| Amb-1140     | <b>Wenquist, Inc - Ambulance</b>           |             |                   |                 |  |                    |             |            |              |               |
| 37738        | 6/24/2025                                  | 6/24/2025   |                   | 14.99           | ACCT# 1140                               |                    |             |            |              | Posted        |
|              | 05-3338.00                                 |             |                   |                 | Ambulance supplies - Noe tray            |                    |             |            | 14.99        | 0.00          |
| Parks-1192   | <b>Wenquist Inc.</b>                       |             |                   |                 |  |                    |             |            |              |               |
| 37739        | 6/24/2025                                  | 6/24/2025   |                   | 26.99           | ACCT#1192                                |                    |             |            |              | Posted        |
|              | 09-3310.00                                 |             |                   |                 | Equipent repair                          |                    |             |            | 26.99        | 0.00          |

Accounts Payable Detail Listing

City of Broken Bow

| <u>Vend#</u> | <u>Vendor Name</u> |                   |               |                                |             |            |              |               |  |  |
|--------------|--------------------|-------------------|---------------|--------------------------------|-------------|------------|--------------|---------------|--|--|
| <u>Pay#</u>  | <u>Post Date</u>   | <u>Due Date</u>   | <u>Amount</u> | <u>Invoice</u>                 | <u>Date</u> | <u>PO#</u> | <u>Date</u>  | <u>Status</u> |  |  |
|              | <u>Account#</u>    | <u>Work Order</u> |               | <u>Description</u>             |             |            | <u>Debit</u> | <u>Credit</u> |  |  |
|              |                    |                   | 129,185.22    | 69 Non-voided payables listed. |             |            |              |               |  |  |

Report Setup

AP - Accounts Payable Listing : Vendor Name

Filter Options

Starting: 6/12/2025

Ending: 6/24/2025

Banks: All

Payable Status: Posted, Printed, ACH, Recorded, Voided

All Vendors Selected

Biweekly Payroll 6/18/25 \$92,284.22

# Check Approval List - GL Account

6/18/2025 10:54:05 AM

City of Broken Bow

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| <u>Vendor Name</u>                    | <u>Invoice</u> | <u>Invoice Description</u>                  | <u>Account Description</u>      | <u>Amount</u>      |
|---------------------------------------|----------------|---|---------------------------------|--------------------|
| <b>General</b>                        |                |   |                                 |                    |
| Aflac                                 |                | PRE TAX AFLAC                               | Health/Life/Acc Insuranc        | 436.46             |
| Aflac                                 |                | AFLAC POST TAX                              | Health/Life/Acc Insuranc        | 119.50             |
| Central Ne Economic Dev District      | 25-19          | Annual membership 10/1/25-9/30/26           | Association Dues                | 5,609.60           |
| City Flex Benefit Plan                |                | SELECT FLEX-UNREIMBURSED M/D/V              | Health/Life/Acc Insuranc        | 535.00             |
| City of Broken Bow - Health Insurance |                | HEALTH INS                                  | Health/Life/Acc Insuranc        | 4,378.26           |
| City of Broken Bow Pension Fund       |                | 414H RETIREMENT                             | Pension                         | 11,804.84          |
| City of Broken Bow Pension Fund       |                | 457 RETIREMENT                              | Pension                         | 1,542.22           |
| City of Broken Bow Pension Fund       |                | RETIREMENT LOAN PAYMENT                     | Loan Payment                    | 2,805.22           |
| Colonial Insurance                    |                | COLONIAL LIFE PRE TAX                       | Health/Life/Acc Insuranc        | 534.49             |
| Colonial Insurance                    |                | COLONIAL LIFE POST TAX                      | Health/Life/Acc Insuranc        | 296.32             |
| Custer County Chief                   | ACCT# 9C       | City wide clean up ADs                      | Supplies & Postage              | 111.00             |
| Custer County Chief                   | ACCT# 9C       | City wide clean up ADs                      | Supplies & Postage              | 111.00             |
| Custer Transfer Station               | 378807, 3      | N 6th Demo                                  | Nusiance Property Expe          | 174.60             |
| EFTPS Online Payment                  |                | MEDICARE                                    | Payroll Taxes                   | 3,680.68           |
| EFTPS Online Payment                  |                | FEDERAL                                     | Payroll Taxes                   | 4,741.32           |
| EFTPS Online Payment                  |                | FEDERAL                                     | Payroll Taxes                   | 3,458.92           |
| EFTPS Online Payment                  |                | FEDERAL                                     | Payroll Taxes                   | 449.44             |
| EFTPS Online Payment                  |                | FEDERAL                                     | Payroll Taxes                   | 404.45             |
| EFTPS Online Payment                  |                | FICA  | Payroll Taxes                   | 15,738.20          |
| Family Heritage                       |                | FAMILY HERITAGE                             | Health/Life/Acc Insuranc        | 25.50              |
| LARM                                  | 113466         | Property insurance for sixth radio for ALS  | Bonds & WorkmansCorr            | 37.86              |
| Nebraska Child Support Payment Center |                | CHILD SUPPORT-NE                            | Child Support                   | 769.86             |
| State Income Tax WH NE Online Paymer  |                | STATE                                       | Payroll Taxes                   | 2,567.35           |
| State Income Tax WH NE Online Paymer  |                | STATE                                       | Payroll Taxes                   | 1,538.25           |
| TX Child Support SDU                  |                | CHILD SUPPORT-TX                            | Child Support                   | 331.77             |
| Verizon Wireless                      |                | Telephone ACCT# 742347901                   | Telephone/Internet              | 40.01              |
| Verizon Wireless                      |                | Telephone ACCT# 742347901                   | Telephone/Internet              | 40.01              |
|                                       |                |   | <b>Total General</b>            | <b>\$62,282.13</b> |
| <b>Municipal Building</b>             |                |   |                                 |                    |
| Custer County Construction Inc.       | 436            | Cabinets, counterops, & shelving in main of | Building Improvements           | 4,107.55           |
| Kirkpatrick Cleaning Solutions        | 13880          | Cleaning at Armory - Post BRAN              | Building Cleaning Suppli        | 57.19              |
| Kirkpatrick Cleaning Solutions        | 13880          | Cleaning at Armory - Post BRAN              | Building Cleaning Suppli        | 14.02              |
| Kirkpatrick Cleaning Solutions        | 13880          | Cleaning at Armory - Post BRAN              | Contracted Services             | 300.00             |
| Kirkpatrick Cleaning Solutions        | 13881          | Soap for downtown RR                        | Building Cleaning Suppli        | 15.06              |
| Marten Heating & Air                  | 1237           | Armory AC units/Shop ice machine            | Maintenance & Repair B          | 242.50             |
| Marten Heating & Air                  | 1241           | Maint & repairs on City Hall office AC unit | Maintenance & Repair B          | 501.46             |
| Midwest Alarm Services                | 501628         | Fire extinguisher inspection                | Maintenance & Repair B          | 32.00              |
| Wardyn Electric                       | 3412           | Electrical for stage in council chambers    | Building Improvements           | 591.96             |
| Weathercraft                          | 23089          | Roof - Library                              | Building Improvements           | 5,885.00           |
|                                       |                |   | <b>Total Municipal Building</b> | <b>\$11,746.74</b> |
| <b>Handi Bus</b>                      |                |   |                                 |                    |
| Trotter Service                       |                | Fuel and repairs                            | Gas and Oil                     | 181.69             |
| Trotter Service                       |                | Fuel and repairs                            | Maint/Repair Equipment          | 1,262.42           |
| Verizon Wireless                      |                | Telephone ACCT#942097994                    | Telephone/Internet              | 35.84              |
|                                       |                |   | <b>Total Handi Bus</b>          | <b>\$1,479.95</b>  |
| <b>Police</b>                         |                |   |                                 |                    |
| Carquest of Broken Bow                | CUST# 11       | Battery for 408 (2022 White Explorer)       | Equipment Purchases             | 220.49             |
| Great Plains Communications - Police  |                | Internet - Police Dept                      | Telephone/Internet              | 185.00             |
| Midwest Alarm Services                | 501628         | Fire extinguisher inspection                | Maintenance & Repair B          | 24.00              |
| Ranchland Ford                        | 103291         | Maint/repairs 2022 Explorer - 244           | Gas and Oil                     | 73.22              |
| Ranchland Ford                        | 103564         | Maint/repairs 22 Explorer black -256        | Maint/Repair Equipment          | 594.45             |
| Steve Scott                           |                | Reimbursement - postage, stamps, supplies   | Supplies & Postage              | 155.03             |
| Weathercraft                          | 23229          | New motor #1, new remotes                   | Maintenance & Repair B          | 3,387.50           |
|                                       |                |   | <b>Total Police</b>             | <b>\$4,639.69</b>  |
| <b>Rescue Unit</b>                    |                |   |                                 |                    |
| Bound Tree Medical                    | ACCT# 11       | Ambulance supplies                          | Ambulance Supplies              | 2,046.52           |
| Callaway District Hospital            | 107 -6/1/2     | Medication                                  | Ambulance Supplies              | 1.34               |
| NE Statewide EMS Conference           | 8471           | EMS Conference - Three participants         | Conference                      | 825.00             |
| Scott Rhinehart                       | 102            | Lifepack training                           | Training                        | 150.00             |
| Verizon Wireless                      |                | Telephone ACCT#942097994                    | Telephone/Internet              | 53.82              |
| Verizon Wireless                      |                | Telephone ACCT# 742347901                   | Telephone/Internet              | 80.02              |
| Wenquist, Inc - Ambulance             | ACCT# 11       | Ambulance supplies - Noe tray               | Ambulance Supplies              | 14.99              |
|                                       |                |   | <b>Total Rescue Unit</b>        | <b>\$3,171.69</b>  |

**Fire**



# Check Approval List - GL Account

6/18/2025 10:54:05 AM

City of Broken Bow

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| <u>Vendor Name</u>             | <u>Invoice</u> | <u>Invoice Description</u>                 | <u>Account Description</u> | <u>Amount</u> |
|--------------------------------|----------------|--|----------------------------|---------------|
| <b>Fire</b>                    |                |  |                            |               |
| Adren Uhlig                    | 4              | Maint grounds - spraying weeds             | Maintenance & Repair B     | 300.00        |
| Carquest of Broken Bow         | CUST# 11       | Fire - Maint/repairs equipment             | Maint/Repair Equipment     | 89.01         |
| Midwest Alarm Services         | 501628         | Fire extinguisher inspection               | Maintenance & Repair B     | 108.00        |
| Nebraska Forest Service        | 30110531       | Fire shelters                              | Gifts/Donations/Memoriz    | 500.00        |
| Nebraska Forest Service        | 30110531       | Fire shelters                              | Equipment Purchases        | 500.00        |
| Platte Valley Communications   | 52500067       | Siren/radio                                | Gas and Oil                | 675.75        |
| Verizon Wireless               |                | Telephone ACCT#942097994                   | Telephone/Internet         | 40.01         |
| Verizon Wireless               |                | Telephone ACCT# 742347901                  | Telephone/Internet         | 43.03         |
| Total Fire                     |                |  |                            | \$2,255.80    |
| <b>Library</b>                 |                |  |                            |               |
| 4 County Heating & Air, LLC    | 4599           | Maint/repairs Library AC unit              | Maintenance & Repair B     | 105.00        |
| Card Services                  |                | Library - Program supplies for Summer reac | Programming                | 677.09        |
| Demco                          | 7647199        | Supplies                                   | Supplies & Postage         | 69.34         |
| Eakes Office Solutions         | 9133335        | Hand soap dispenser refills                | Supplies & Postage         | 157.92        |
| Ingram Library Services        | ACCT# 20       | Materials                                  | Book Purchases             | 1,753.40      |
| Kirkpatrick Cleaning Solutions | 13855          | Brown paper towels - Library               | Supplies & Postage         | 28.76         |
| Nebraska State Historical Soc  |                | Materials - magazine subscription          | Book Purchases             | 35.00         |
| Presto X Company               | 77147488       | Monthly service                            | Maintenance & Repair B     | 79.01         |
| Travel + Leisure               |                | Materials - magazine subscription          | Book Purchases             | 26.00         |
| Total Library                  |                |  |                            | \$2,931.52    |
| <b>Street</b>                  |                |  |                            |               |
| Central Valley Electric, Inc.  | 167481         | Shop tools                                 | Shop Tools                 | 793.61        |
| Dept Correctional SVCS         | FSP-Invoi      | Federal surplus equipment purchases        | Pavement Marking           | 2,900.00      |
| Marten Heating & Air           | 1237           | Armory AC units/Shop ice machine           | Maint/Repair Equipment     | 95.00         |
| Michael Todd Industrial Supply | 219429         | Street signs                               | Street Signs               | 113.16        |
| Midwest Alarm Services         | 501628         | Fire extinguisher inspection               | Maintenance & Repair B     | 32.00         |
| Trotter Fertilizer             | BROST          | Chemicals                                  | Chemicals                  | 68.72         |
| Trotter Service                |                | Fuel and tire repair                       | Gas and Oil                | 2,570.03      |
| Trotter Service                |                | Fuel and tire repair                       | Maint/Repair Equipment     | 55.00         |
| Verizon Wireless               |                | Telephone ACCT# 742347901                  | Telephone/Internet         | 43.03         |
| Total Street                   |                |  |                            | \$6,670.55    |
| <b>Park</b>                    |                |  |                            |               |
| Blair Nixon                    |                | Refund for shortened stay at RV Park       | Miscellaneous Expense      | 155.00        |
| Central Valley Electric, Inc.  | 167481         | Shop tools                                 | Tools/Shop Equipment       | 793.62        |
| Dept Correctional SVCS         | FSP-Invoi      | Federal surplus equipment purchases        | Equipment Purchases        | 900.00        |
| Mead Lumber                    | 12009652       | Maint/repairs grounds                      | Maintenance & Repair B     | 200.96        |
| Midwest Alarm Services         | 501628         | Fire extinguisher inspection               | Maintenance & Repair B     | 32.00         |
| Trotter Service                |                | Fuel                                       | Gas and Oil                | 288.88        |
| Van Diest Supply Co            | 229702         | Maint/repairs grounds - iron/fertilizer    | Maintenance/Repair Gro     | 5,148.00      |
| Verizon Wireless               |                | Telephone ACCT# 742347901                  | Telephone/Internet         | 43.03         |
| Wenquist Inc.                  | ACCT#11        | Equipment repair                           | Maint/Repair Equipment     | 26.99         |
| Total Park                     |                |  |                            | \$7,588.48    |
| <b>Swimming Pool</b>           |                |  |                            |               |
| Grocery Kart                   | ACCT# 58       | Cleaning supplies                          | Maintenance/Repair Gro     | 63.91         |
| TSYS Merchant Solutions        | MAY 2025       | CC Processing fees                         | Credit Card/POS Service    | 379.32        |
| Total Swimming Pool            |                |  |                            | \$443.23      |
| <b>ST Infra/Capital</b>        |                |  |                            |               |
| Broken Bow Mun Utilities       |                | Lift Station Payment Reimbursement - June  | Sales Tax Infra Projects   | 14,609.19     |
| JEO                            | 161926         | BBow 2021 Eagle Crest water and sanitary   | Sales Tax Infra Projects   | 11,366.25     |
| Total ST Infra/Capital         |                |  |                            | \$25,975.44   |
|                                |                |  |                            | <hr/>         |
|                                |                |  |                            | \$129,185.22  |

Report Selection: Check Approval List - GL Account

Date Range Selection: GL Posting Date

Starting Date: 6/12/2025

Ending Date: 6/24/2025

Banks: All

Bank Acct#:

Include Printed Checks: ☒

**Biweekly Payroll 6/18/25 \$92,284.22**

# MELHAM DISC GOLF COURSE UPGRADE PROPOSAL

by

Ben Fisher  
Ethan Harders  
Tyler Staab

## 1. PROJECT SUMMARY:

This proposal is for upgrading the current disc golf course at Melham Park. The total cost of the project is estimated at approximately \$15,000.

## 2. BACKGROUND:

### *What Is Disc Golf?*

Disc Golf is played much like traditional golf. Instead of hitting a ball into a hole, a more streamlined looking Frisbee® disc is thrown into a supported metal basket. The goal is the same: to complete the course in the fewest number of shots. A golf disc is thrown from a tee area to each basket, which is the "hole." As players progress down the fairway, they must make each consecutive shot from the spot where the previous throw has landed. The trees, shrubs and terrain changes in and around the fairways provide challenging obstacles for the golfer. Finally, the "putt" lands in the basket and the hole is completed.

### *Who Can Play?*

The simple answer is that everyone can. In studies measuring participation in recreational activities, "throwing a Frisbee" has consistently been a top-ten activity. A disc golf course serves a broader portion of the community than many narrower interest activities with higher cost, skill or fitness levels required to even begin to play. Men and women, young and old, families with small children -- all can play disc golf. Because disc golf is so affordable to get started playing and easy to understand and enjoy, no one is excluded. Players merely match their pace to their capabilities and proceed from there.

### *How Much Does It Cost To Play?*

Many courses are located in city or regional parks with no cost to play. The equipment itself is quite inexpensive – discs designed for golf sell for \$10-\$25 each, and only one is needed to get started.

### 3. RATIONALE FOR UPGRADES:

Due to several factors, the current state of the disc golf course discourages participation and causes players to intentionally avoid the course. According to reviews from UDisc, a popular app for disc golfers, the Melham Disc Golf Course has the lowest rating (2.4 out of 5.0 stars) compared to similarly sized nearby courses (3.5-4.0 ratings). The main complaints with the course can be grouped into the following categories:

1. Homemade Baskets - too small and won't catch discs
2. No Tee Pads - no place to clearly mark where to safely start drives
3. Course Layout - poor design forcing shots to land right next to the lake causing high potential for lost discs (especially frustrating for beginners), and the layout is difficult to understand

Implementing the proposed upgrades, which directly address these complaints, would significantly improve the course attracting more participation. Disc golfers are typically willing to travel to play other courses, especially if they are well designed and enjoyable to play. Conversations with disc golfers about the potential for this project to upgrade the course revealed they would be willing to travel even as far as from Omaha to play the course. The upgrades would also allow local leagues and PDGA (Professional Disc Golf Association) sponsored tournaments to be hosted bringing even more attention and traffic to the course. The increase in participation at the course would also bring extra revenue to local business owners.

### 4. DESCRIPTION OF THE PROPOSED UPGRADES/CHANGES:

#### *Tee Pads:*

No tee pads currently exist. The proposal is to add 5'x10' concrete tee pads at each tee



location.

*Current State:*



*Example of Proposed State:*



*Baskets:*

Replace homemade baskets with championship level PDGA approved commercial baskets. Increase the number of holes from a 9 hole course to an 18 hole course.

*Current State:*





*Example of Proposed State:*



*Tee Signs:*

Replace the current tee posts with descriptive tee signs about each hole. *Current State:*





*Example of Proposed State:*



*Course Layout Sign:*

No course layout sign currently exists. Install a new course sign to give an overview of the course layout, rules, and other additional information.

*Current State:*





*Example of Proposed State:*



## 5. CONSTRUCTION DETAILS:

The proposed upgrades would be installed largely by volunteer work along with support from the park/city staff. Minimal tools and supplies would be needed and could be largely provided by the volunteers. A UTV or skid steer to transport supplies to each installation site would be useful.

### *Tee Pads:*

Each hole would have one tee pad made of concrete approximately 5' x 10' and 4" thick with a smooth, non-slip surface to increase safety and reduce the chance of damage due to soil

erosion. The tee area would be leveled and built close to flush with the ground to avoid being a tripping hazard.

Many disc golf courses have two tee pads, a short one for novice players and a longer one for advanced players. The initial course redesign will only include one tee pad, but would leave room for expansion of additional tee pads if desired in the future.

#### *Baskets:*

Each hole would have one basket mounted on a pipe that slides inside an anchor pipe that gets concreted into a hole measuring approximately 6" in diameter and 18-24" deep. The basket pipe and anchor pipe each have collar tabs that line up and are securely locked with a padlock.

Many disc golf courses have either multiple baskets or at least additional anchor locations so that the basket could be moved to different locations. The initial course redesign will only include one pin location, but would leave room for expansion of additional locations if desired in the future.

#### *Signs:*

Tee signs are very important to help first time users find their way through the course. Each hole would have a sign indicating the number, length, recommended flight path and par. In addition, a rules sign and information board would be installed before the first hole. Commercial signs can be printed based on a custom design and easily installed on sign posts.

### **6. MAINTENANCE:**

After installation, the maintenance needs for a disc golf course are primarily only grass mowing which is already performed throughout Melham Park. The frequency of mowing would not need to increase beyond the current mowing schedule. The baskets are made of galvanized, powder coated steel anchored in concrete and need no regular maintenance as they are designed to withstand outdoor elements and last for multiple decades. The tee pads are made of concrete and should also last multiple decades if proper dirt work and base is prepared during installation.

### **7. FUNDING:**

The proposed methods of funding are seeking out donations from local businesses or individuals and applying for a grant from the Custer County Foundation. The donors could either sponsor a hole and be posted on each tee sign, or be listed on the main course sign.

### **8. NEXT STEPS:**

1. Determine the method of recognition of donors (sponsored holes vs donor recognition levels on main course sign).
2. Raise funds for purchasing supplies for upgrades.



- 3. Design the new course layout.
- 4. Construct and install the tee pads, baskets, and signs

9. ATTACHMENTS:

- Attachment 1: Melham Disc Golf Course Itemized Cost List
- Attachment 2: Custom Designed Tee Signs Example
- Attachment 3: Disc Golf Basket Pin Placement Installation Instruction Example
- Attachment 4: Concrete Tee Pad Installation Instruction Example

# Attachment 1

## Melham Disc Golf Course Itemized Cost List

Description Cost Quantity Total Category Total

Tee Signs

7' Sign Post \$9.99 9 \$89.91 \$849.86 12"x18" Sign \$40.93 18 \$736.74 1/4"-20 x  
2" SS Bolts (19) \$5.29 2 \$10.58 1/4" SS Washers (158) \$5.49 1 \$5.49 1/4"-20  
SS Lock Nuts (40) \$7.14 1 \$7.14



**Main Course/Rules Sign**

7' Sign Post \$9.99 2 \$19.98 \$212.06 60"x36" Sign \$188.44 1 \$188.44 1/4"-20 x  
2" SS Bolts (4) \$1.89 1 \$1.89 1/4" SS Washers (158) \$5.49 0 \$0.00 1/4"-20 SS  
Lock Nuts (6) \$1.75 1 \$1.75

**Baskets**

18 Baskets \$7,000 1 \$7,000 \$8,115 Freight \$800.00 1 \$800.00 1 Bag Concrete  
\$9.99 18 \$179.82 6" Sprinkler Valve Box \$7.49 18 \$134.82

**5' x 10' Tee Pads**

1 Bag Concrete \$6.49 667 \$4,328.83 \$4,774.27 2"x4"x10' \$4.36 54 \$235.44  
Crushed Concrete (1 yd) \$35.00 6 \$210.00

\$13,950.83

**Total**

(+ 10%) \$15,345.91

## Attachment 2

### Custom Designed Tee Signs Example

# 14 Melham

DISC GOLF COURSE



PAR 3 175 FEET

## HOLE RULES

- TALL GRASS ON EITHER SIDE OF FAIRWAY IS OB
- POND IS OB
- USE CAUTION NEAR WATER



GENERIC  
BUSINESS OF  
BROKEN BOW

## Attachment 3



# Disc Golf Basket Pin Placement Installation Instruction Example

## Disc Golf Basket Pin Placement Installation

### Installation Overview

Before you can set the targets in the ground, you will need to set an installation tube in the ground for each target location. It is important to install each installation tube straight and at a proper height. The following will walk you through the proper process.



*Tape the bottom of the tube.  
Position tube in the hole.*

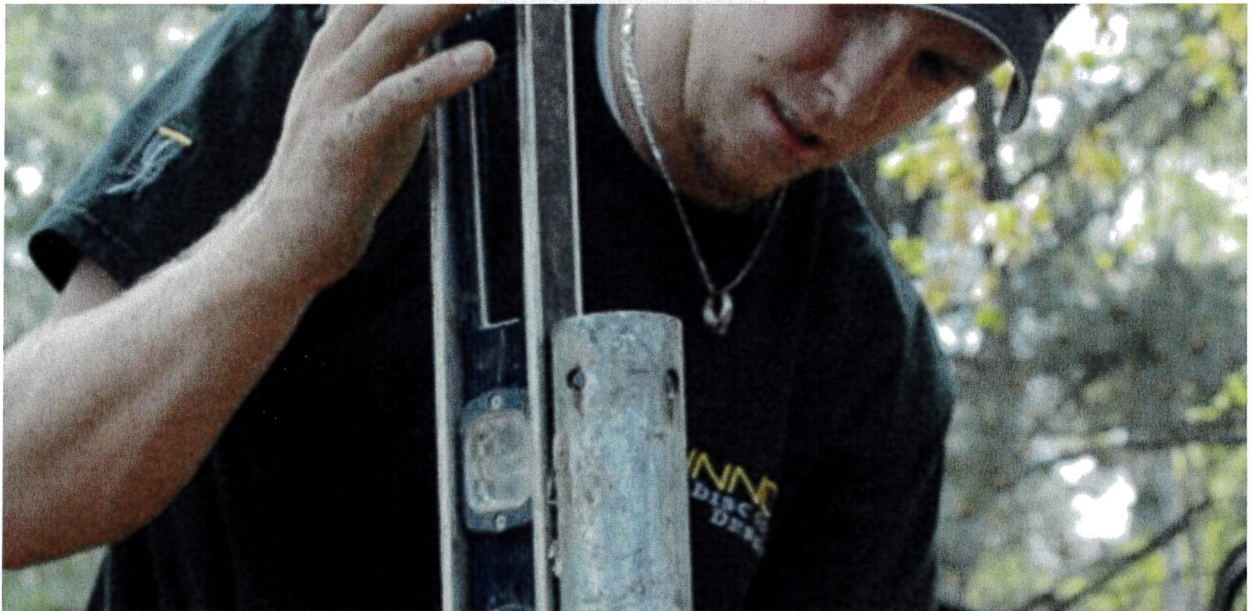


*Slide the DISCatcher® pole into the tube.*





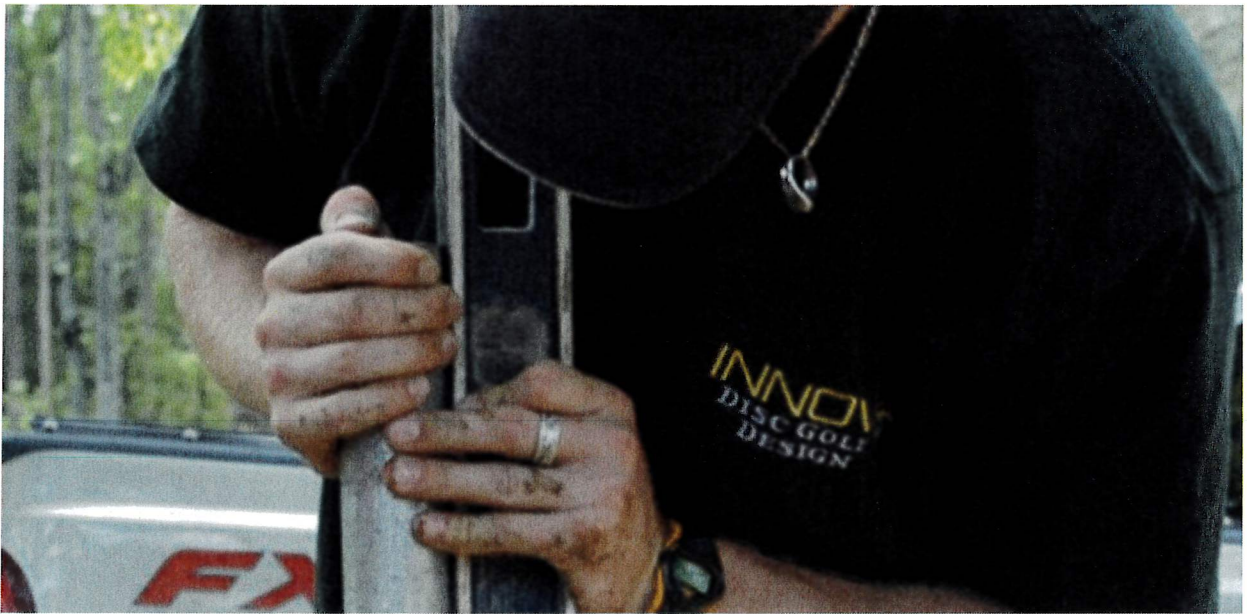
*Pour in mixed concrete.*



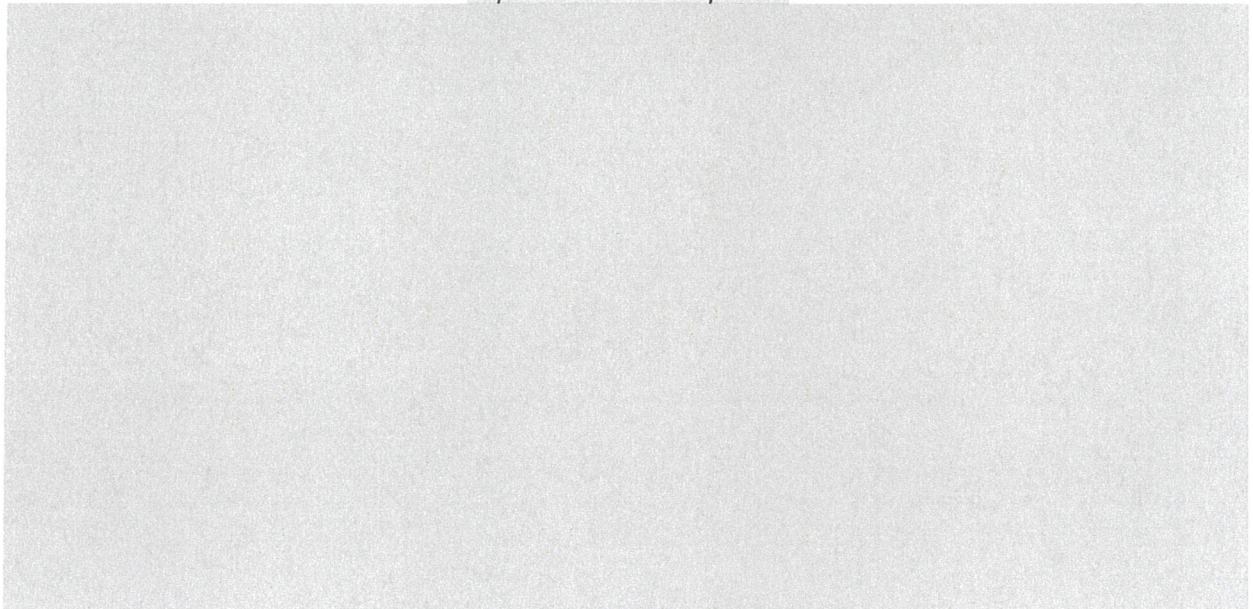
*Triple check that it's plumb.*







*Triple check that it's plumb.*



*(Optional) Install with sprinkler valve box.*

*(Optional) Install with sprinkler valve box.*

Installing the Pin Placement

**1. Tape the bottom of the tube.**

This prevents any concrete from seeping into the tube. Concrete in the pipe will prevent the pole from sliding all the way down into the tube.

**2. Position tube in the hole.**

The locking tab should be level with or an inch below grade. Set the tube down in the hole, align the locking tab so that it points towards the tee or last bend in the fairway (so the number on the target will face players as they walk down the fairway). Give enough space to place a lock on the locking tab.

**3. Slide the DISCatcher® pole into the tube.**

Make sure the locking tab is attached. The pole will prevent any concrete from getting into the tube, and make it very easy to align the tube to sit straight. 4.

**Pour in mixed concrete.**

Pour in concrete to fill all but the top 3-4 inches. You'll need room for the lock to hang.

**5. Triple check that it's plumb.**

Stick a level against the pole, and move the pole until the bubble is centered. Move the level 1/4 of the way around the pole to measure straightness on the other plane. Double check that the tab is facing the tee or center of the fairway. Once the pipe is plumb, remove the DISCatcher® pole carefully. Wipe any excess concrete from the locking tab.

**6. (Optional) Install with sprinkler valve box.**

If you are installing sprinkler valve housings, set pole height one inch below grade. This allows for the sprinkler box to lay flush with the ground. Press sprinkler box into poured concrete after you've squared up the pole. Make sure you have room to install the lock.

**Do not install targets for at least 24 hours. The concrete needs about a day to set. Allow for more time in wet or humid weather.**

**Parts Needed to Install Tube:**

One installation tube per pin placement  
One DISCatcher® pipe with locking tab installed  
Optional: 6" sprinkler valve box

**Tools/Supplies You Will Need:**



Magnetic level or long carpenter's level  
Duct tape (to seal the bottom of the tube)  
60-80 pounds of concrete per pin placement  
A long spade AKA "sharp shooter"

# Attachment 4

## Concrete Tee Pad

### Installation Instruction Example

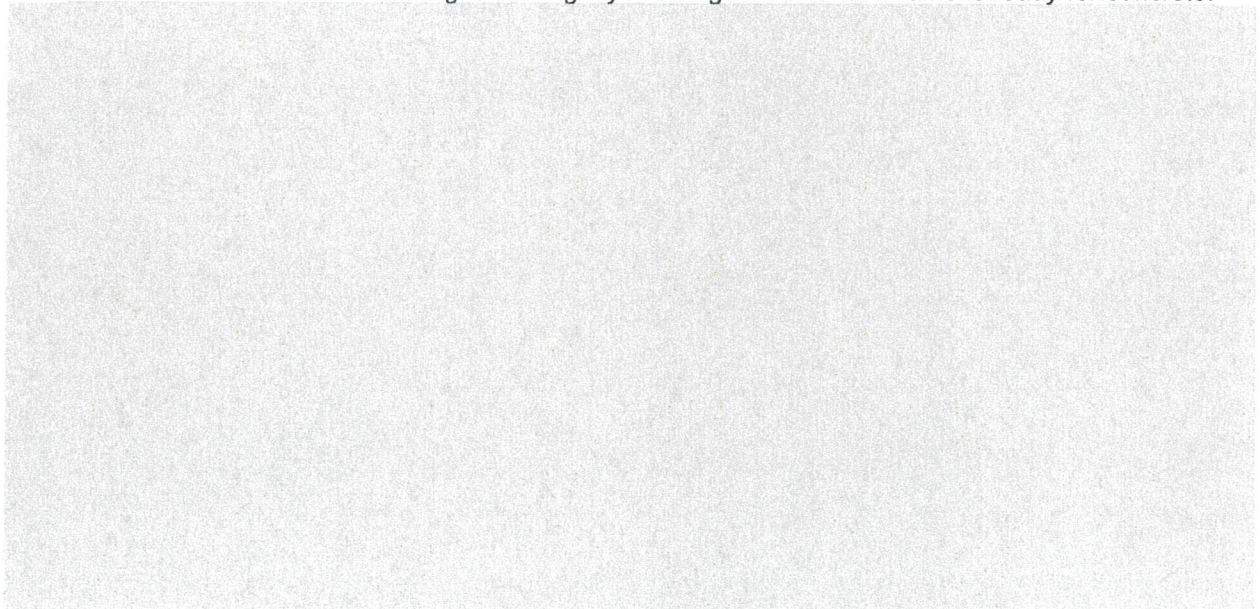
### Concrete Tee Pad Installation

#### Prior to Tee Pouring:

1. Your tee area should be as level as possible. Grading the ground for the tee will create the most stable surface. A level tee provides players with a consistent surface to throw from.
2. Flag out the corners of your tee. The tee should be square with the center of the fairway, not necessarily the target. The tee should be between five and six feet wide, and eight to fifteen feet long. You can conserve with smaller pads (5'x8') on short wooded holes, but many players appreciate larger tees (6'x12') on longer, more open holes.
3. Dig out the rectangle that designates your tee area. Create a three inch deep base dug out of the ground. The base should allow you to frame with 2x4s and be just above the surface of the ground. This prevents the tee from being washed over during heavy rain.
4. Stake down the edges of the outer frame and use deck screws to secure the corners together. Check for level at the ground plane. Add or subtract under the frame to create a level square tee area. Backfill under the frame to prevent concrete from leaving the form during tee pouring.
5. Optional but recommended: In heavy use areas, it may be pertinent to lay down a section of reinforcing wire mesh or rebar to strengthen the pad and prevent cracking from vehicle traffic.

*A prepared crew of workers makes tee construction easy.*

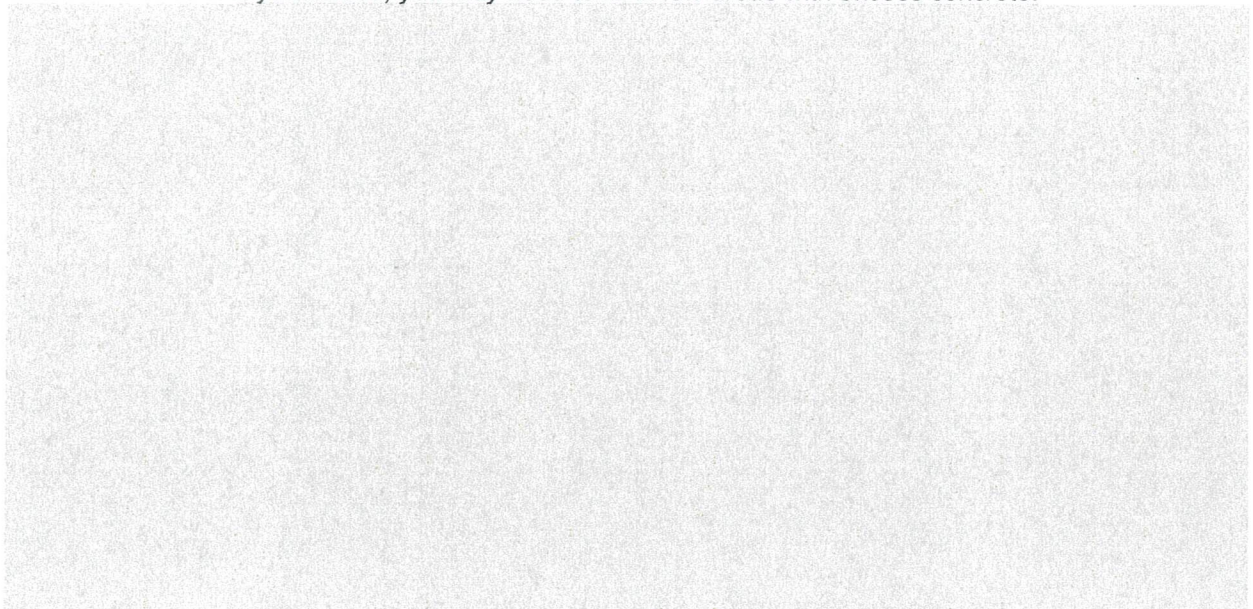
*A level form is best for sure footing. At or slightly above grade is ideal. Frame is ready for concrete.*



*Once enough concrete is in the form, use 2×4 to screed, filling all areas.*



*As you screed, you may need to fill in low areas with excess concrete.*



*Float the concrete to force rocks down. It will help with texturing.*

*The texture tool: broom, a few screws, washers, a 2×6, and AstroTurf mat. Drag the texturing tool across the pad from the side*

## Day of Tee Pouring:

1. Have the proper tools and a crew of workers: Concrete sets quickly, so it's better to have more people come, even if they end up standing around. Gravel rakes, shovels, a 2×4 two feet wider than the tee width as a screed, a trowel, a concrete float, wheel barrows, tee texturing tool (see inset). A large labor force can install a lot of tees in a short amount of time. With enough wheelbarrows and shovels and rakes, eighteen tees can be poured in about four hours.
2. Organize into teams. One well prepped person per team and a few laborers to move concrete. Pour concrete into form until just slightly overfull. Use rakes to compress concrete in corners and remove air. Rest the 2×4 across the front of the tee. Start "sawing" back and forth while slowly moving the 2×4 towards the back of the tee. This makes sure there is enough concrete for a nice level pad. If there are any gaps under the 2×4, fill them in with additional concrete and keep going until you have covered the entire tee. Excess concrete gets pushed off the end of the form.
3. Float the concrete. The float is used to create a smooth surface, and to push down the rocks in the aggregate. This is important so they won't be pulled up during texturing. This is a job for your most experienced person.
4. As the concrete goes from soupy to sticky, maybe 40 to 60 minutes, it's time to apply the texture. From the side, take the texturing tool and drag it gently across the tee. This texture will provide players with optimal traction in all conditions. In busy parks, it may be important to guard your tees while they set to prevent concrete graffiti.

## After Tee Pouring

In a day or so, your tees will be set. The frames can remain if you like, but wait a week to remove them. Backfill dirt around the tee to create a smooth transition on and off your tee pad.



## **BROKEN BOW PUBLIC LIBRARY VOLUNTEER RELEASE AND WAIVER OF LIABILITY**

In consideration of my or my minor child's volunteering and participation in the Broken Bow Public Library's Volunteer Program, I do hereby:

1. Waive, release and discharge, and covenant not to sue the Broken Bow Public Library, the City of Broken Bow, NE its elected and appointed officials, employees, volunteers, sponsors, and agents, hereinafter referred to as "City", from any and all liability to me or my minor child, for any and all loss or damage, and any claim or demands therefore, on account of injury to the person or property or resulting in injury arising out of or related to my volunteer service.
2. Agree to Indemnify and Hold Harmless the City and each of them from any loss, liability, damage, or cost that they may incur arising out of or related to me or my minor child's participation in this volunteer service.
3. Assume full responsibility for any risk of bodily injury, death or property damage arising out of or related to the volunteer service. I agree to comply with all applicable safety rules while performing my volunteer activities.
4. Authorize any medical treatment deemed advisable by any licensed physician to relieve any injuries received or illness contracted by me or my minor child as a participant in this volunteer service. I agree to pay all costs of any medical treatment or emergency transportation, if necessary.

I have read the foregoing Agreement, fully understand its terms, understand my rights, and sign it voluntarily without assurance or guarantee being made to me.

Volunteer Name: (Please Print)\_\_\_\_\_

Volunteer Signature: Date:\_\_\_\_\_

Address: City: State: ZIP:\_\_\_\_\_

Volunteer: Phone Number:\_\_\_\_\_

If volunteer is a Minor (UNDER AGE 18)\_\_\_\_\_

Parent/Legal Guardian Signature: Date:\_\_\_\_\_



## **Weathercraft Companies**

### **Roofing, Sheet Metal & Overhead Door Contractors**

2401 East 8<sup>th</sup> Street – PO Box 1949

North Platte, NE 69103-1949

Phone: (308) 534-3480

Toll Free: (800) 662-2981

Fax: (308) 532-4625

71587 Rd 388  
McCook, NE 69001  
(308) 345-6670

115 S Clayton, Box 295  
Brush, CO 80723  
(303) 842-4311

312 Antelope Dr.  
Chamberlain, SD 57325  
(605) 234-7663

638 Kiowa Ln  
Broken Bow, NE 68822  
(308) 872-6191

320 S Spruce St  
Ogallala, NE 69153  
(308) 284-6029

906 West 8<sup>th</sup> St  
Lexington, NE 68850  
(308) 324-3772

City of Broken Bow  
PO Box 567  
Broken Bow, NE 68822

To: City Council, City Administrator and Mayor

Thank you for giving me the opportunity to work with you on the library project this far. Providing solutions and solving problems for every type of roofing scenario is what we specialize in. Weathercraft Roofing has been installing flat / commercial roofs in this area since 1976, and we continue to grow our client base by providing Master level work product and excellent service to our customers in both the commercial and residential space.

I will be the project manager on this roof job and want to assure you the project will not be complete until it has both your and my 100% complete approval. The foreman I have selected for this job is a 20+ year employee who is Master certified in flat / low slope installation and has been installing commercial roofing systems for over 20 years. He brings a very solid record and a wealth of knowledge to this project.

Our crew is well aware that the Library will be open and conducting business throughout the project and will make every effort to minimize disruptions and unnecessary noise. All access to the project will be from the alley.

This project comes with a 15-year material and workmanship warranty. The warranty certificate will be issued after project completion.

As always, I am available day and night to answer any questions or discuss any concerns any of you may have.

Thank you for your consideration,

Respectfully,

Troy Gavin

Division Mgr.

Weathercraft Roofing

[troy@roofwcohd.com](mailto:troy@roofwcohd.com)

Cell: 308-870-3388



# Proposal

## Nebraska Branch Offices:

638 Kiowa Lane  
Broken Bow, Nebraska  
(308) 872-6191

**Weathercraft Companies**  
Roofing, Sheet Metal, Siding & Sectional Door Contractors  
2401 East 8th Street  
North Platte, Nebraska 69103  
Business Phone: (308) 534-3480

## Branch Offices:

115 South Clayton, Box 295  
Brush, Colorado 80723  
(970) 842-4311  
FAX (970) 842-0708

|  |               |  |                                  |
|--|---------------|--|----------------------------------|
| Proposal Submitted to:<br><b>Broken Bow City Council</b> |               | Phone<br><b>308-872-2315</b>                   | Date<br><b>10-Jun-2025</b>       |
| Street<br><b>PO Box 504</b>                              |               | Job Name<br><b>Library EPDM</b>                |                                  |
| City, State and Zip Code<br><b>Broken Bow, NE 68822</b>  |               | Job Location<br><b>626 S. D St</b>             |                                  |
| Attention:<br><b>David Schmidt</b>                       | Date of Plans | E-mail:<br><b>dschmidt@cityofbrokenbow.org</b> | Job Phone<br><b>308 870-1032</b> |

We hereby submit specifications and estimates for:

**Furnish the labor and material to:**

Move all ballast rock a section at a time to expose EPDM membrane.  
Remove all old EPDM membrane and dispose  
Install New Elevate (Firestone) .60mil EPDM rubber membrane over existing substrate  
Install New EPDM plumbing pipe boots throughout and flash all roof top curbs per Elevate engineered specs  
Remove old AC boots and seal with penetration wraps.  
Apply Elevate Lap sealant through out roof on all penetrations, curbs and seams for a extra layer of protection  
Re-distribute ballast evenly across roof.  
Will eliminate 2 abandoned pitch pans from roof.  
Will re-use existing curb and perimeter edge metal.  
This roofing system will come with a Certified 15 year Elevate manufacture's warranty.

Quote includes clean up and disposal of all refuse and your **100% satisfaction!**

Damaged insulation to be replaced at a rate of \$0.58 / sq ft of 1" insulation

**Base Price: \$35,150****We Propose** hereby to furnish material and labor -- complete in accordance with above specifications, for the sum of:

Invoice will be issued at project completion (\$ \$ 35,150.00 )

Payment to be made as follows:

**add 5% if paid with credit card**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmans Compensation insurance.

Authorized  
Signature

*Troy Gavin*  
Troy Gavin Broken Bow Div. Manager

This proposal may be  
withdrawn by us if not accepted within 10 days.

**Acceptance of Proposal** The above prices

and conditions are satisfactory and are hereby accepted. You are authorized to perform the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

Signature \_\_\_\_\_

# AIA® Document A310™ – 2010

## Bid Bond

**CONTRACTOR:**  
(Name, legal status and address)  
Weathercraft Company of North Platte dba  
Weathercraft Roofing Company of Broken Bow

P O Box 1949  
North Platte, NE 69103

**OWNER:**  
(Name, legal status and address)  
City of Broken Bow  
PO Box 587  
Broken Bow, NE 68822

**BOND AMOUNT:** Five Percent of the Amount Bid (5%)

**SURETY:**  
(Name, legal status and principal place  
of business)

Universal Surety Company  
P.O. Box 80468  
Lincoln, NE 68501

This document has important legal  
consequences. Consultation with  
an attorney is encouraged with  
respect to its completion or  
modification.

Any singular reference to  
Contractor, Surety, Owner or  
other party shall be considered  
plural where applicable.

**PROJECT:**  
(Name, location or address, and Project number, if any)

Broken Bow Public Library

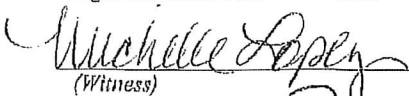
Project Number, if any:

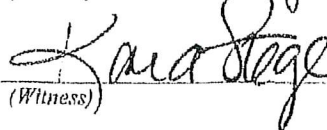
The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

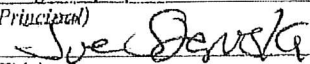
When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.


Signed and sealed this 13th day of June, 2025

  
(Witness)

  
(Witness)

Weathercraft Company of North Platte dba Weathercraft  
Roofing Company of Broken Bow

(Principal)  (Seal)

(Title),  
Universal Surety Company  
(Surety)  (Seal)

(Title) James M. King, Attorney-in-Fact

Init.

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# UNIVERSAL SURETY COMPANY

Lincoln, Nebraska

## POWER OF ATTORNEY

### KNOW ALL MEN BY THESE PRESENTS:

That the UNIVERSAL SURETY COMPANY, a corporation of the State of Nebraska having its principal office in the City of Lincoln, Nebraska, pursuant to the following Bylaw, which was adopted by the Board of Directors of the said Company on July 23, 1981, to wit:

"Article V-Section 6. RESIDENT OFFICERS AND ATTORNEYS-IN-FACT. The President or any Vice President, acting with any Secretary or Assistant Secretary, shall have the authority to appoint Resident Vice Presidents and Attorneys-In-Fact, with the power and authority to sign, execute, acknowledge and deliver on its behalf, as Surety; Any and all undertakings of suretyship and to affix thereto the corporate seal of the corporation. The President or any Vice President, acting with any Secretary or Assistant Secretary, shall also have the authority to remove and revoke the authority of any such appointee at any time."

does hereby make, constitute and appoint

James M. King or Tamala J. Hurlbut or Jacob J. Buss  
or Thomas L. King, Lincoln, Nebraska or Seth Weedon, Gretna, Nebraska

its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver for and on its behalf, as Surety:  
Any and all undertakings of suretyship

And the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Company, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the Company at its offices in Lincoln, Nebraska, in their own persons.

The following Resolution was adopted at the Regular Meeting of the Board of Directors of the UNIVERSAL SURETY COMPANY, held on July 23, 1981:  
"RESOLVED, That the signatures of officers of the Company and the seal of the Company may be affixed by facsimile to any Power of Attorney executed in accordance with Article V-Section 6 of the Company Bylaws: and that any such Power of Attorney bearing such facsimile signatures, including the facsimile signature of a certifying Assistant Secretary and facsimile seal shall be valid and binding upon the Company with respect to any bond, undertaking or contract of suretyship to which it is attached."

All authority hereby conferred shall remain in full force and effect until terminated by the Company.

IN WITNESS WHEREOF, UNIVERSAL SURETY COMPANY has caused these presents to be signed by its President and its corporate seal to be hereunto affixed  
this 11th day of June, 20 24

State of Nebraska }  
County of } ss. Secretary/Treasurer  
Lancaster

By

UNIVERSAL SURETY COMPANY

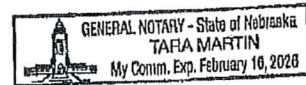
*Curtis L. Hutter*

President



On this 11th day of June, 20 24, before me personally came Curtis L. Hutter, to me known, who being by me duly sworn, did depose and say that (s)he resides in the County of Lancaster, State of Nebraska; that (s)he is the President of the UNIVERSAL SURETY COMPANY, the corporation described in and which executed the above instrument; that (s)he knows the seal of the said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation; that (s)he signed (his) (her) name by like order; and that Bylaw, Article V-Section 6, adopted by the Board of Directors of said Company, referred to in the preceding instrument, is now in force.

*Jana Martin*



My Commission Expires February 16, 2026.

Notary Public

I, Phillip C. Abel, Director of UNIVERSAL SURETY COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney executed by said UNIVERSAL SURETY COMPANY, which is still in full force and effect.

Signed and sealed at the City of Lincoln, Nebraska this 13th day of June, 20 25

*Phillip C. Abel*

Director





312 West Hwy 30, Elm Creek NE 68836  
1701 Broadway, Yankton SD 57078  
108 West 1st St, Ogallala NE 69153  
877.423.0165

CONTRACT # Estimate

|                                   |              |                    |
|-----------------------------------|--------------|--------------------|
| PHONE                             |              | DATE               |
| City of Broken Bow Public Library |              | 6/12/25            |
| STREET                            |              | Job Site Contact:  |
| 626 S D st                        |              |                    |
| CITY/STATE/ZIP                    |              | Job Site Contact # |
| Broken Bow                        |              |                    |
| REP                               | PHONE #      |                    |
| Adam                              | 308.233.4627 |                    |

Scope: New 60 Mil EPDM Ballast System 4385sq'

1. Remove Ballast place into buckets left on the roof to hold down current membrane
2. Inspect ISO, replace and damaged ISO to equal r-value (sq' cost is \$3.25 per sq'/per layer)
3. Replace damaged or rot wood nailer as needed
4. Work with HVAC company (your choice) on any curbs that need lifted or modified due to wood rot
5. Install New 60 Mil Genflex EPDM Ballast system
6. All Penetrations, curbs & corners to be to Genflex MFR specs
7. New Metal Coping to be installed if the condition of the existing coping to be damaged during removal
8. Slip sheets to be placed under stand-offs to protect the roof

This System will be a 20 year NDL warranty through Gelflex which is a Elevate company  
Spartan Commercial Roofing to carry a 3-year warranty with annual inspections

Spartan to follow all OSHA guidelines  
Spartan to have lift onsite throughout the timeline of the project  
Spartan to haul off and dispose of any debris  
Spartan to keep and maintain a clean worksite  
Spartan to work alongside the Library during working hours to keep the public safe  
Spartan to keep ALL materials off the TPO during the process

We hereby propose to furnish labor and materials, complete in accordance with the above specifications, for the sum of:  
\$63,856 dollars with payment to be 50% of the estimated project price with the remainder due upon completion.

#### Project Contractual Agreement

I/We agree to retain Spartan Commercial Roofing, LLC to complete all work in a workmanlike manner.  
The above specification, prices and conditions are satisfactory and are hereby accepted. Payment will be made as outlined above.

Accepted:

Date:

Client Signature:

Rep Signature:



To Whom It May Concern,

I am pleased to provide the following references highlighting my company's experience and capabilities within the commercial roofing industry.

**Brian Hessler**

Maintenance director

Mary Lanning Healthcare

402.463.4521

**Andrew Theisen**

Trinity Lutheran Church/School

402.469.5538

**Robert Dyer**

Cozad Community Health System

308.784.2261

**Adam Pickel**

Owner | Spartan Commercial Roofing

312 W Hwy 30

Elm Creek, NE 68836

☎ (308) 233-4627

✉ [spartanroofing.adam@gmail.com](mailto:spartanroofing.adam@gmail.com)



## SPARTAN COMMERCIAL ROOFING

*PROTECT + PRESERVE + DEFEND*

312 W Hwy 30, Elm Creek NE 68836

Phone: 308-856-1043

Email: [spartanroofing.adam@gmail.com](mailto:spartanroofing.adam@gmail.com)

Website: [SpartanCommercialRoofingUSA.com](http://SpartanCommercialRoofingUSA.com)

06/04/2025

**Dear Customer,**

We are excited to share some great news with you! Spartan Commercial Roofing is now officially a **certified installer through GenFlex**. This certification is a testament to our continued commitment to quality, reliability, and industry-leading roofing solutions.

As a certified GenFlex installer, we are now able to offer an even higher level of service, backed by GenFlex's trusted materials and extended warranty options. Whether you are planning a new project or maintaining an existing roof, you can feel confident knowing your system is installed to the highest standards.

We appreciate your continued trust in us and look forward to serving your roofing needs with this added level of expertise.

Please do not hesitate to reach out if you have any questions or upcoming projects with which we can assist.

Sincerely,

**Adam Pickel & Ryan Pickel**

Owners

Spartan Commercial Roofing

833.255.1423

[spartanroofing.adam@gmail.com](mailto:spartanroofing.adam@gmail.com)





5/28/2025  
0040015608  
SPARTAN COMMERCIAL ROOFING LLC  
500 W ELM CREEK AVE  
ELM CREEK, NE 68836

To Whom It May Concern:

Please be advised that SPARTAN COMMERCIAL ROOFING LLC is a licensed Genflex applicator in good standing with Holcim.

SPARTAN COMMERCIAL ROOFING LLC is authorized with Holcim for:

LICENSED EPDM ROOFING

Effective 5/7/2025

LICENSED THERMOPLASTIC ROOFING

Effective 5/7/2025

Holcim is proud to include SPARTAN COMMERCIAL ROOFING LLC in our family of approved Genflex applicators.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael Huber', written in a cursive style.

Michael Huber  
Director, Warranty Services

## CERTIFICATE OF SUBSTANTIAL COMPLETION

Owner: City of Broken Bow  
Engineer: JEO Consulting Group, Inc.  
Contractor: Myers Construction  
Project: 211489.00  
Contract Name: Broken Bow 2021 Eagle Crest Subdivision Water and Sanitary Sewer Extension

This ☐ Preliminary ☒ Final Certificate of Substantial Completion applies to:

☒ All Work ☐ The following specified portions of the Work:

Date of Substantial Completion: 06/18/2025

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Work or portion thereof designated above is hereby established, subject to the provisions of the Contract pertaining to Substantial Completion. The date of Substantial Completion in the final Certificate of Substantial Completion marks the commencement of the contractual correction period and applicable warranties required by the Contract.

A punch list of items to be completed or corrected is attached to this Certificate. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

Amendments of contractual responsibilities recorded in this Certificate should be the product of mutual agreement of Owner and Contractor; see Paragraph 15.03.D of the General Conditions.

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance, and warranties upon Owner's use or occupancy of the Work must be as provided in the Contract, except as amended as follows:

Amendments to Owner's Responsibilities: ☒ None ☐ As follows:

Amendments to Contractor's Responsibilities: ☒ None ☐ As follows:

The following documents are attached to and made a part of this Certificate: Punch List

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents, nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

|   |                              |                                   |  |           |  |
|---|------------------------------|-----------------------------------|--|-----------|--|
| EXECUTED BY ENGINEER:                       |                              | RECEIVED:                         |  | RECEIVED: |  |
| By: <u>[Signature]</u>                      | By: <u>Christopher Myers</u> | By: <u>[Signature]</u>            |  |           |  |
| (Authorized signature)                      | Owner (Authorized Signature) | Contractor (Authorized Signature) |  |           |  |
| Title: <u>Senior Construction Inspector</u> | Title: <u>Vice President</u> | Title: _____                      |  |           |  |
| Date: <u>06/18/2025</u>                     | Date: <u>6-18-2025</u>       | Date: _____                       |  |           |  |