

Agenda
Yutan City Council
Tuesday, July 21st, 2026
7:00 P.M. – Yutan City Hall
112 Vine St, Yutan NE 68073

The mayor and city council reserve the right to enter into a closed session per Section 84-1410 of Nebraska State law. The sequencing of agenda items is provided as a courtesy; the mayor and city council reserve the right to address each item in any sequence they see fit.

- 7:00 Meeting to Order
Statement from the Mayor Regarding the Posted Location of Open Meetings Act
Statement from the Mayor Regarding the Meeting Code of Conduct
Roll Call
Pledge of Allegiance
- 1) Consent Agenda**
- a. Approve Minutes of the June 16th, 2026 Regular Meeting
 - b. Approve Minutes of the July 8th, 2026 Special Meeting
 - c. Treasurer's Report
 - d. Claims
- 2) Open Discussion from the Public**
- a. Those wishing to speak on agenda items or other items relating to city business, not on the agenda may speak at this time only. Speakers must sign in with the Clerk or Administrator prior to the commencement of the meeting. Each speaker will be limited to three minutes. No action will be taken on these discussion items at this time.
- 3) Resolutions**
- a. Resolution 2026-12 LARM 2026-2027 Renewal Proposal
 - b. Resolution 2026-13 Changing of the Automated Clearing House (ACH) Utility Payment Date
- 4) Zoning Board of Adjustment**
- a. Motion and Vote to convene as the Zoning Board of Adjustment for Consideration of:
 - i. Thompson & Sons Variance Request
 - 1. Staff Reporting
 - 2. Public Hearing
 - 3. Final Action:
 - a. Adopt Findings of Fact (if possible), and
 - b. Vote to approve, deny, table, or not act.
 - b. Motion and vote to adjourn as the Zoning Board of Adjustment and continue to Council Agenda.

- 5) **Action items**
 - a. Purchase of 4 gas meter
- 6) **Discussion Items**
 - a. Wellhead Protection Update
- 7) **Supervisor Reports**
 - a. Library Director
 - b. Utilities Superintendent
 - c. Police Chief
 - d. Community Planner
 - e. City Clerk
 - f. City Administrator
- 8) **Items for Next Meeting Agenda**

Meeting Adjourned

NEXT MEETING DATES

Library Board Meeting- August 3rd, 2026, 6:30 pm
Planning Commission Meeting- August 11th, 2026, 7:00 pm
City Council Meeting-August 18th, 2026, 7:00pm

Anyone desiring to speak before the mayor and city council should contact the city clerk by the Monday preceding the city council meeting by 4:00 p.m. Anyone desiring to speak on any item on the agenda is invited to do so but should limit himself/herself to 3 minutes. After being recognized by the mayor, give your name and address for the record. Anyone desiring to speak for a longer period of time should make arrangements with the city clerk prior to the meeting. All speakers shall address the mayor and city council only. Anyone attending the meeting that may require auxiliary aid or service should contact the city clerk in advance.

Yutan City Council
Tuesday, June 16th, 2026
7:00 p.m. Yutan City Hall

EXTRACT FROM MINUTES OF A REGULAR MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF YUTAN, IN THE COUNTY OF SAUNDERS, STATE OF NEBRASKA HELD AT THE CITY OFFICE IN SAID CITY ON THE 16th DAY OF JUNE 2026, AT 7:00 p.m.

Notice of the meeting was given in advance thereof by posting notice, a designated method for giving notice, as shown by the Affidavit of Publication and Certificate of Posting Notice attached to these minutes. Notice of this meeting was given to Mayor Thompson and all members of the Yutan City Council, and a copy of their acknowledgment of receipt of the notice and the agenda is attached to these minutes. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

The meeting was called to order at 7:00 p.m. by Mayor Thompson. Councilmembers Lawton, Schimenti, Mach, and Smith were present. Mayor Thompson informed all the individuals present of the location of the Open Meetings Act and Code of Conduct. The meeting was opened with the Pledge of Allegiance.

1) Consent Agenda

- a. Approve Minutes of May 19th, 2026, Regular Meeting
- b. Treasurer's Report
- c. Claims: **ARCS-LLC \$695.00, Big Red Locksmith \$310.00, BCBS \$2,585.05, Bomgaars \$136.97, Cardmember Services \$2,546.08, Cody's Custom Concrete \$14,872.92, Column Software PBC \$139.46, Commercial Recreation Specialists \$1,075.00, Cubby's \$681.57, Culligan \$134.68, Drews Farms \$7,433.32, DropIns Portables \$781.10, Eakes \$1,031.49, EFTPS-Federal Payroll Tax \$10,650.15, Guardian \$42.50, Hometown Leasing \$69.74, Hydro Optimization & Automation Solutions, Inc. \$138.47, JEO \$377.50, Mack Bros Sports Construction \$8,295.00, Menards \$50.28, MES Service Company \$165.33, MUD \$8,305.24, NE Department of Revenue \$1,063.02, Nebraska Public Health Environmental Lab \$30.00, NMC Cat \$89.68, Occupational Health Centers \$104.00, One Call Concepts, Inc. \$22.41, OPPD \$5,779.00, Petersen, Samuel \$207.45, Pitney Bowes \$112.87, Road Runner Transportation \$415.00, Saunders County Clerk \$100.00, T. Rowe Price \$462.50, The Lincoln National Life \$129.34, Thompson and Sons \$1,187.49, ULine \$206.69, US Cellular \$106.83, Verizon Business \$40.01, Total w/o Payroll \$70,573.14, Payroll \$32,314.98, Total w/Payroll \$102,888.12.**
- d. A motion to approve the consent agenda was made by Lawton and seconded by Mach. Upon roll call vote was as follows: YEAH: Lawton, Schimenti, Mach, Smith. NO: None, Motion Carried.

2) Open Discussion from the Public-

- a. The Council reviewed a written inquiry from a resident regarding potential Fourth of

July plans to celebrate the 250th anniversary of the United States, as well as observances for Yutan's 150th anniversary. Following discussion, Council Members Mach and Lawton volunteered to coordinate celebratory events for both milestones to be held in conjunction with Yutan Days.

3) Action Items

- a. Appointment of Daniel Baulisch to the Community Redevelopment Authority
 - i. A motion to approve the appointment of Daniel Baulish to the Community Redevelopment Authority was made by Schimenti and seconded by Smith. Upon roll call vote was as follows: YEAH: Schimenti, Mach, Smith, Lawton. NO: None, Motion Carried.
- b. Acceptance of Maleah Johnson's resignation from the Yutan Public Library
 - i. A motion to accept the resignation of Maleah Johnson from the Yutan Public Library was made by Mach and seconded by Smith. Upon roll call vote was as follows: YEAH: Mach, Smith, Lawton, Schimenti. NO: None, Motion Carried.
- c. Yutan Days Liquor License-Angie Woster
 - i. A motion to approve the Yutan Days Liquor License For August 14th and 15th, 2026 was made by Lawton and seconded by Smith. Upon roll call vote was as follows: YEAH: Smith, Lawton, Schimenti, Mach. NO: None, Motion Carried.
- d. Yutan Days Donation
 - i. A motion to approve a donation to Yutan Days in the amount of \$10,000 was made by Schimenti and seconded by Lawton. Upon roll call vote was as follows: YEAH: Lawton, Schimenti, Mach, Smith. NO: None, Motion Carried.
- e. Approval to purchase benches for the park
 - i. Council Member Schimenti proposed creating a pre-approved list of three memorial bench options, categorized into distinct pricing tiers, for residents to choose from. The Council directed the City Administrator to compile this selection for future memorial bench requests.
 - ii. A motion to approve the purchase of one park bench for the park up to the amount of \$2,500 with council approval was made by Lawton and seconded by Smith. Upon roll call vote was as follows: YEAH: Lawton, Schimenti, Mach, Smith. NO: None, Motion Carried.

4) Discussion Items

- a. Set date for Public Forum on Sales Tax
 - i. The council has selected to have a public forum for the proposed sales tax on July 8th at 7:00pm at the Yutan Fire Station.
- b. Set a date for the first budget meeting
 - i. The City Council will hold its first budget meeting at 6:00 pm on July 21st, before the regular scheduled council meeting.
- c. E-Bikes and E-Scooters
 - i. The Council postponed the discussion regarding E-Bikes and E-Scooters until the July meeting. Resident Lindsay Nelson inquired about the distinction between electric bikes/scooters and motorized vehicles such as Vespas and mini-bikes, specifically asking if they are permitted on city sidewalks. The Council noted that the purpose of the upcoming July discussion is to formally define these various

motorized vehicles and establish clear operational guidelines.

5) Supervisor Reports

- a. Library Board Minutes
- b. Utility Superintendent
- c. Police Chief
- d. Community Planner
- e. City Clerk/Treasurer
- f. City Administrator

6) Items for Next Meeting Agenda

Meeting Adjourned-A motion to adjourn at 7:31 pm was made by Smith and seconded by Lawton. Upon roll call vote was as follows: YEAH: Mach, Smith, Lawton, Schimenti. NO: None, Motion Carried.

NEXT MEETING DATES

Library Board Meeting-July 6th, 2026, 6:30 P.M.

Planning Commission Meeting-July 14th, 2026, 7:00 P.M.

City Council Meeting - July 21st, 2026, 7:00 P.M.

Anyone desiring to speak before the mayor and city council should contact the city clerk by the Monday preceding the city council meeting by 4:00 p.m. Anyone desiring to speak on any item on the agenda is invited to do so but should limit himself/herself to 3 minutes. After being recognized by the mayor, give your name and address for the record. Anyone desiring to speak for a longer period of time should make arrangements with the city clerk prior to the meeting. All speakers shall address the mayor and city council only. Anyone attending the meeting that may require auxiliary aid or service should contact the city clerk in advance.

Matt Thompson, Mayor

Brandy Bolter, City Clerk/Treasurer

Yutan City Council
Wednesday, July 8th, 2026
7:00 p.m. Yutan City Hall

EXTRACT FROM MINUTES OF A SPECIAL MEETING/OPEN HOUSE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF YUTAN, IN THE COUNTY OF SAUNDERS, STATE OF NEBRASKA HELD AT THE YUTAN FIRE HALL IN SAID CITY ON THE 8th DAY OF JULY 2026, AT 7:00 p.m.

Notice of the meeting was given in advance thereof by posting notice, a designated method for giving notice, as shown by the Affidavit of Publication and Certificate of Posting Notice attached to these minutes. Notice of this meeting was given to Mayor Thompson and all members of the Yutan City Council, and a copy of their acknowledgment of receipt of the notice and the agenda is attached to these minutes. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

The meeting was called to order at 7:00 p.m. by Mayor Thompson. Councilmembers Lawton, Schimenti, and Smith were present. Council member Mach was absent. Mayor Thompson informed all the individuals present of the location of the Open Meetings Act and Code of Conduct.

1. Sales Tax Open House: Public Comment will be taken at this meeting. No action will be taken.
 - a. Before any public comment was made a short video was presented to all that were present explaining the breakdown of the annexation and sales tax proposal. After the video the Mayor and City Council took questions from those present regarding the proposed sales tax and annexation.

Meeting adjourned: A motion to adjourn at 7:59 pm was made by Smith and seconded by Lawton. Upon roll call vote was as follows: YEAH: Lawton, Schimenti, Smith. NO: None. Motion Carried.

NEXT MEETING DATES
Budget Hearing July 21st, 2026, 6:00 P.M.
City Council Meeting-July 21st, 2026, 7:00 P.M.

Matt Thompson, Mayor

Brandy Bolter, City Clerk/Treasurer

Banking

Account #	Account Name	Balance
3377	General Checking	\$ 258,369.99
7727	General Money Market	\$ -
7948	Water Bill	\$ 71,776.97
7970	Sewer Account	\$ -
Total Operating Funds(Liquid)		\$ 330,146.96
6578	Bond Fund	\$ 56,770.28
7725	Reserve Account	\$ 5,403.06
7959	Keno Checking	\$ 156,836.28
Total Reserve Funds (Liquid)		\$ 219,009.62
9918	City of Yutan CD	\$ 201,180.65
*9922	City of Yutan CD	\$ 201,755.62
**9888	City of Yutan CD	\$ 201,755.62
Total of CD Accounts		\$ 604,691.89
Total Liquid Funds		\$ 549,156.58
Total of all Funds		\$ 1,153,848.47

5469	Community Redevelopment	\$331,672.92
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Total Funds In all Accounts	\$ 1,485,521.39
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NOTE

- * Used as colateral on 1st & Poplar Loan
- ** Used as colateral on Cedar Drive Loan

Date	7/16/26
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Bonds & Loans					
Account #	Account Name	Origin Date	Balance	Yearly Obligation	Paid From
8179	Cedar Drive Asph. Overlay	7/15/2020	\$ -	\$ -	3377 Gen
8435	Cruiser Purchase & BLDG	3/20/2023	\$ -	\$ -	3377 Gen
8407	2023 GMC Sierra & Access	10/31/2022	\$ -	\$ -	3377 Gen
8053	Skid Loader & UTV	5/1/2019	\$ -	\$ -	3377 Gen
2012	G.O. Bonds	3/27/2012	\$ 46,215.00	\$ 46,215.00	6578 Bond
2014	2014 Water Bonds	3/18/2014	\$ -	\$ -	6578 Bond
8325	Street Improvements	12/21/2021	\$ 487,898.49	\$ 106,405.48	CRA
7609	Splash Pad TIF	7/20/2016	-	-	CRA
7345	Thompson	5/26/2015	\$ 39,360.76	\$ 9,237.60	CRA
C318035	CWSRF	12/21/2021	\$ 836,207.66	\$ 53,139.75	7948 Water
D311662	DW311662	7/9/2023	\$ 643,884.28	\$ 22,995.86	7948 Water
	Sudbeck 1 TIF (Frontier 5897)	2015	\$ 348,845.30	\$ 72,968.86	CRA
	Sudbeck 2 TIF (Frontier 5898)	2017	\$ 464,902.40	\$ 64,106.66	CRA
	Sudbeck 3 TIF (Frontier 5899)	2020	\$ 527,977.50	\$ 53,616.68	CRA
	Mason Creek Apts. II	2024	\$ 174,234.22	\$ 18,571.02	CRA
8579	1st & Poplar Street 2019	2024	\$ 446,192.85	\$ 100,231.06	Gen/CRA

50/50 split

	Balance	Yearly Obligation
Bond Obligation	\$ 46,215.00	\$ 46,215.00
Gen Fund Obligation	\$ 223,096.43	\$ 50,115.53
CRA Obligation	\$ 2,236,191.94	\$ 375,021.83
Water/Sewer Funds	\$ 1,480,091.94	\$ 76,135.61
Total Obligation	\$ 3,985,595.30	\$ 547,487.97

[illegible]

MEMORANDUM

TO: Mayor and City Council

FROM: Brandy Bolter, City Clerk/Treasurer

DATE: July 2, 2026

SUBJECT: Condensed LARM Renewal Comparison (FY 25-26 vs. FY 26-27)

The Bottom Line: The total annual base contribution for the City of Yutan's LARM coverage is increasing by \$4,483, moving from \$58,024 (effective 10/1/2025) to \$62,507 (effective 10/1/2026).

Here is the condensed breakdown of what changed and your options:

1. Coverage Changes (The "Why")

The overall increase is driven primarily by Worker's Compensation and Commercial Property.

- Increases:
 - Worker's Compensation: Up \$2,542 (from \$11,128 to \$13,670).
 - Commercial Property: Up \$1,680 (from \$27,964 to \$29,644). *Note: The property coverage limit also increased from \$7,084,550 to \$7,477,083.*
 - General Liability: Up \$314 (from \$3,727 to \$4,041).
- Decreases:
 - Auto Liability: Down \$53 (from \$1,075 to \$1,022).
- No Change: * Errors & Omissions (\$3,000), Law Enforcement Liability (\$7,362), and Auto Physical Damage (\$3,768) all remained exactly the same.

2. Renewal Commitment Options

The discount structure for early notice and multi-year commitments remains identical to last year (0% to 5%). Below are your final total cost options for the 26-27 renewal compared to last year's rates:

- 5% Discount (180 Day Notice, 3 Year Commitment)
 - Last Year: \$55,122
 - This Year: \$59,382
- 4% Discount (180 Day Notice, 2 Year Commitment)
 - Last Year: \$55,702
 - This Year: \$60,007
- 2% Discount (180 Day Notice Only *OR* 90 Day Notice, 3 Year Commitment)
 - Last Year: \$56,863
 - This Year: \$61,257
- 1% Discount (90 Day Notice, 2 Year Commitment)
 - Last Year: \$57,443
 - This Year: \$61,882
- 0% Discount (90 Day Notice Only)
 - Last Year: \$58,023
 - This Year: \$62,507

**League Association of Risk Management
2026-27 Renewal Resolution**

RESOLUTION NO. ____2026-12____

WHEREAS, _____ is a member of the League Association of Risk Management (LARM);

WHEREAS, section 8.10 of the Interlocal Agreement for the Establishment and Operation of the League Association of Risk Management provides that a member may voluntarily terminate its participation in LARM by written notice of termination given to LARM and the Nebraska Director of Insurance at least 90 days prior to the desired termination given to and that members may agree to extend the required termination notice beyond 90 days in order to realize reduced excess coverage costs, stability of contribution rates and efficiency in operation of LARM; and

WHEREAS, the Board of Directors of LARM has adopted a plan to provide contribution credits in consideration of certain agreements by members of LARM as provided in the attached letter.

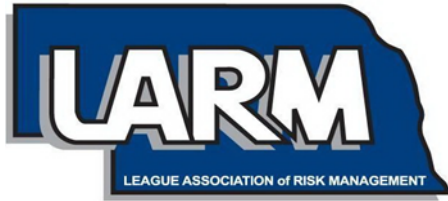
BE IT RESOLVED that the governing body of _____, Nebraska, in consideration of the contribution credits provided under the LARM Board's plan, agrees to:

- ☐ Provide written notice of termination at least 180 days prior to the desired termination date, which date shall be no sooner than September 30, 2029. **(180 day and 3 year commitment; 5% discount)**
- ☐ Provide written notice of termination at least 180 days prior to the desired termination date, which date shall be no sooner than September 30, 2028. **(180 day and 2 year commitment; 4% discount)**
- ☐ Provide written notice of termination at least 180 days prior to the desired termination date, which date shall be no sooner than September 30, 2027. **(180 day notice only; 2% discount)**
- ☐ Provide written notice of termination at least 90 days prior to the desired termination date, which date shall be no sooner than September 30, 2029. **(90 day notice and 3 year commitment only; 2% discount)**
- ☐ Provide written notice of termination at least 90 days prior to the desired termination date, which date shall be no sooner than September 30, 2028. **(2 year commitment only; 1%)**
- ☐ Provide written notice of termination at least 90 days prior to the desired termination date, which date shall be no sooner than September 30, 2026. **(90 day Notice only)**

Adopted this ____ day of _____, _____.

Signature:	_____
Title:	_____
ATTEST:	_____
Title:	_____

Please email (customerservice@LARMpool.org) or fax (402.476.4089) the completed resolution to LARM.



Proposal For: City of Yutan

Effective Date: 10/1/2025

COVERAGE	LIMITS AND APPLICABLE DEDUCTIBLES	CONTRIBUTION
Worker's Compensation	Statutory Limits \$500,000 Employer Liability	\$11,128
General Liability	\$5,000,000/\$5,000,000 Per Occurrence/Aggregate \$0 Deductible	\$3,727
Errors & Omissions	\$5,000,000/\$5,000,000 Per Occurrence/Aggregate \$1,000 Deductible	\$3,000
Law Enforcement Liability	\$5,000,000/\$5,000,000 Per Occurrence/Aggregate \$1,000 Deductible	\$7,362
Auto Liability	\$5,000,000 Combined Single Limit \$0 Deductible	\$1,075
Auto Physical Damage	5 x Vehicles \$ Varies on Deductible	\$3,768
Commercial Property	\$7,084,550 \$1,000 Deductible	\$27,964
TOTAL ANNUAL CONTRIBUTION:		\$58,024

Contribution Credit Options

	180 Day Notice, 3 Year Commitment	180 Day Notice, 2 Year Commitment	180 Day Notice Only	90 Day Notice, 3 Year Commitment	90 Day Notice, 2 Year Commitment	90 Day Notice Only
Commitment Discount:	5%	4%	2%	2%	1%	0%
Property & Liability:	\$44,550	\$45,019	\$45,957	\$45,957	\$46,426	\$46,895
Workers' Compensation:	\$10,572	\$10,683	\$10,905	\$10,905	\$11,017	\$11,128
Total Contribution:	\$55,122	\$55,702	\$56,863	\$56,863	\$57,443	\$58,023



Proposal For: City of Yutan

Effective Date: 10/1/2026

COVERAGE	LIMITS AND APPLICABLE DEDUCTIBLES	CONTRIBUTION
Worker's Compensation	Statutory Limits \$500,000 Employer Liability	\$13,670
General Liability	\$5,000,000/\$5,000,000 Per Occurrence/Aggregate \$0 Deductible	\$4,041
Errors & Omissions	\$5,000,000/\$5,000,000 Per Occurrence/Aggregate \$1,000 Deductible	\$3,000
Law Enforcement Liability	\$5,000,000/\$5,000,000 Per Occurrence/Aggregate \$1,000 Deductible	\$7,362
Auto Liability	\$5,000,000 Combined Single Limit \$0 Deductible	\$1,022
Auto Physical Damage	5 x Vehicles \$ Varies on Deductible	\$3,768
Commercial Property	\$7,477,083 \$1,000 Deductible	\$29,644
TOTAL ANNUAL CONTRIBUTION:		\$62,507

Contribution Credit Options

	180 Day Notice, 3 Year Commitment	180 Day Notice, 2 Year Commitment	180 Day Notice Only	90 Day Notice, 3 Year Commitment	90 Day Notice, 2 Year Commitment	90 Day Notice Only
Commitment Discount:	5%	4%	2%	2%	1%	0%
Property & Liability:	\$46,395	\$46,884	\$47,860	\$47,860	\$48,349	\$48,837
Workers' Compensation:	\$12,987	\$13,123	\$13,397	\$13,397	\$13,533	\$13,670
Total Contribution:	\$59,382	\$60,007	\$61,257	\$61,257	\$61,882	\$62,507

MEMORANDUM

TO: Mayor and City Council

FROM: Brandy Bolter, City Clerk/Treasurer

DATE: July 14th, 2026

SUBJECT: Resolution Authorizing the Change of the ACH Utility Payment Date

Overview & Recommendation

Staff recommends approving the attached resolution to shift the City's automatic ACH utility payment withdrawal date from the **5th of the month to the 18th**, effective September, 2026.

Why This Change is Needed

- **Resident Convenience:** The 18th better aligns with typical mid-month pay periods (often the 15th). This reduces the risk of non-sufficient funds (NSF) and overdrafts for our residents.
- **Staff Efficiency:** Fewer returned payments means less administrative time spent processing NSF fees, making collection calls, and managing shut-offs.

Implementation Plan

- **Holiday/Weekend Rule:** If the 18th falls on a weekend or bank holiday, drafts will automatically process on the next business day.
- **Resident Notice:** To ensure a smooth transition, staff will notify all enrolled residents at least 30days in advance via utility bill inserts, and the City website.

RESOLUTION NO: 2026-13

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUTAN,
NEBRASKA, AUTHORIZING THE CHANGE OF THE AUTOMATED
CLEARING HOUSE (ACH) UTILITY PAYMENT DATE**

WHEREAS, the City of Yutan currently collects utility payments via Automated Clearing House (ACH) direct debit on the 5th day of each month; and

WHEREAS, the City Council has determined that adjusting the withdrawal date to the 18th of the month would better align with residents' typical pay cycles, improve administrative processing, and streamline the City's cash flow reconciliation and

WHEREAS, it is in the best interest of the City of Yutan and its residents to provide ample notice before implementing changes to automatic payment schedules;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Yutan, Nebraska, hereby approves and adopts the following changes:

1. **Change of Date:** The authorized ACH withdrawal date for recurring utility payments shall be changed from the 5th of the month to the 18th of the month.
2. **Weekend and Holiday Rule:** If the 18th of the month falls on a weekend or observed bank holiday, the ACH withdrawal shall be processed on the next subsequent business day.
3. **Effective Date:** This change shall become effective starting with the billing cycle in September 2026.
4. **Notification:** The City Clerk is authorized and directed to provide written notification of this change to all enrolled residents no less than 30 days prior to the effective date.

BE IT FURTHER RESOLVED that the appropriate City officials are authorized to execute any documents and take any necessary actions with the City's financial institution to effectuate this change.

CERTIFICATION

I, the undersigned, do hereby certify that I am the duly appointed and acting City Clerk of the City of Yutan, Nebraska, and that the foregoing Resolution was adopted by the City Council at a meeting duly held on [Date of Meeting], at which a quorum was present and voting throughout.

IN WITNESS WHEREOF, I have hereunto subscribed my name on this ____ day of _____, 2026.

Signature: _____, City Clerk

Signature: _____, Mayor

COVER MEMO

THOMPSON & SONS VARIANCE REQUEST

FROM: Robert Costa, Community Planner (*Zoning Administrator*)
TO: Zoning Board of Adjustment
DATE: July 16, 2026
SUBJECT: Thompson & Sons Variance Request

The landowners of the lot located at 510 First Street propose to develop a commercial structure that requires variance approval in order to comply with the Yutan Community's Zoning Code. The full staff report for this agenda item follows this memo.

The “**INTRODUCTION**” section on pages 1-2 provides more detail about the proposed construction and the general character of this neighborhood, while the “**BACKGROUND & HISTORY**” section on page 2 provides a timeline for the subject property's specific creation and zoning history.

On pages 3-4, staff has included a “**ZONING REVIEW**” of the proposed construction. With exception to the setback, the proposal appears to mostly comply with the code. There are several items here that you will want to review in detail while you consider the applicant's variance request.

An “**ANALYSIS OF THE REQUIRED CRITERIA**” for granting a variance begins on page 4. This lists the review criteria and then poses questions for your consideration. Staff's opinion – without having received any comment from adjacent landowners or the general community – is that the request seems reasonable; please review the analysis and decide for yourself. Shortly before the meeting, staff will provide you with sample findings to consider during the public hearing; you can adopt these as written, modify them and then adopt them, or craft and adopt your own. As noted in the “**ZONING REVIEW**” section, any approval granted by the board should consider attaching conditions of approval to ensure that impacts to the adjacent dwelling are properly mitigated; suggested conditions will be included with staff's sample findings.

A quick note about whether it would be more appropriate to amend the code rather than grant the variance: A setback to prevent impacts between residential and commercial development is important, but requiring the same 25-foot setback buffer that is prescribed for intense industrial and highway-commercial uses may be impractical in a mixed-use area such as Yutan's community business district. Staff's opinion is that circumstances specific to the subject property exist to potentially support granting this variance. That said, long-term alternatives to the 25-foot setback may be appropriate in the B-CBD, since mixed uses seem to exist harmoniously here with minimal impacts. (This will be considered during our one-year review zoning of the code.)

Finally, the section discussing the hearing procedure and final action notes are on the last page (5) of the report. Review this carefully, as it lays out the legal guidelines and path dictated by local and state law for this agenda item.

As this is your first meeting as the City's Zoning Board of Adjustment, please remember that I am available to clarify any aspects of this process and what is expected of you. Reach out to me with any questions.

STAFF REPORT
THOMPSON & SONS VARIANCE REQUEST
COMMUNITY BUSINESS ZONING DISTRICT
JULY 16, 2026

OWNERS: Thompson & Sons, LLC
APPLICANT/AGENT: Jake Thompson
REQUEST: Variance to reduce a required 25-foot setback to 10 feet.
PROPERTY ADDRESS: 510 First Street
LEGAL DESCRIPTION: Tract 4 in the SW1/4 NE1/4 of Section 27, T15N, R9E, further described as Parcel 1 on Plat Instrument 138 (Book 8, Page 176).
ZONING DISTRICT: Community Business Zoning District (B-CBD)
APPLICABLE LAW: Yutan Community's Zoning Code (Ord. #816), Adopted Building Codes of Yutan, Nebraska Revised Statutes, and all applicable case law.
ADJACENT NOTICE: July 8, 2026 (by regular mail)
LEGAL NOTICE: July 10, 2026 (Omaha World-Herald)
BOARD HEARING: July 21, 2026 @ 7pm

ATTACHMENTS

- ATTACHMENT 1: Vicinity Map
- ATTACHMENT 2: Applicant's Submittal
- ATTACHMENT 3: Saunders County gWorks (excerpt)

The City Council, in its authority under Chapter 2, Article 3, of the Yutan Municipal Code, is scheduled to convene as the Zoning Board of Adjustment to consider the variance request described above. Pursuant to the Yutan Community's Zoning Code and pertinent state law, legal notice of the item was posted in the Omaha World-Herald (as confirmed by the affidavit filed in the record) and mailed to the registered owners of land immediately adjacent to the subject property. Courtesy notice was also posted online and in the city office, bank, and post office. As of the date of this report, no written comment has been submitted regarding the agenda item.

INTRODUCTION

The subject property ("Parcel 1") is a ±0.38-acre (±16,552-square-foot) lot located at 510 First Street within city limits. The lot was previously developed with a single-family residence and has approximately 85 feet of frontage (or "lot width") along First Street. Lots within the immediate vicinity support a variety of development and uses, including a light-industrial business, railroad right-of-way, Yutan Elementary, mixed residential, and the central business district (post office, library, multi-family residential, Vine Street businesses, etc.).

The lot is located within the Community Business Zoning District (B-CBD) and directly abuts the Western Residential Zoning District (R-WEST) along its northern boundary. Strict application of the zoning code would require all structural development on the lot to be located 25 feet from the northern property line. The code-required buffer is intended to mitigate impacts between commercial and residential uses.

The applicant proposes the construction of a new commercial structure on the lot, measuring approximately 70 feet in width and 100 feet in length (see Attachment 2). To accommodate it, the applicant requests to reduce the 25-foot setback so that the proposed structure would be located 10 feet from the northern boundary, a 15-foot reduction; the proposed development is setback five feet from the southern boundary (staff's assumption is to avoid disturbing a ground-level change in that area). If the zoning code was strictly applied, the property could be compliantly developed with a commercial structure measuring 55-60 feet in width.

BACKGROUND & HISTORY

- In October 2024, the landowners applied for and received conditional approval for an administrative 3-lot split of the original 3.41-acre property. The administrative plat was properly filed with Saunders County on February 13, 2025.
 - Despite being filed, the Saunders County Assessor did not formally split the lot in its tax records. This is currently reflected in the County's gWorks GIS mapping, which shows the property as one 3.41-acre lot (see Attachment 3).
- Subsequently, a zone change was approved by the City Council in February 2025 that modified the City's Official Zoning Map to keep the subject property (Parcel 1) within residential zoning but located the other two (Parcels 2 & 3) in a commercial zone.
- When the City considered zoning revision in October & November of 2025, the ordinance readings included city staff's draft maps that reflected the applicant's original intention: Parcels 2 & 3 remained in a commercial zone and Parcel 1 remained in a residential zone.
 - When staff's draft maps were turned into shapefiles (digital mapping data) by JEO, the County's parcel data still reflected the 3.41-acre lot, which JEO was unaware had been split and did not see the nuance of staff's draft map. Thus, the third reading – which officially considered and adopted JEO's map – resulted in all three lots zoned as B-CBD with no residential zoning designation, despite the landowner's original intention and staff's proposal.
- In spring 2026, Parcel 1's previously-existing dwelling was destroyed by a fire.

ZONING REVIEW

With exception of the requirement for setbacks adjacent to residential zones, the proposal generally complies with the zoning code. The following items pertain to the proposed development's overall compliance:

1. ***Administrative Classification of Proposed Use:*** Under the authority described in Section 1.f.vii of the zoning code, the zoning administrator has reviewed the proposed use of a "contractor bay with office and/or sales showroom" in comparison to the other uses permitted in this zone and has found it to resemble the intensity and character of those uses. Therefore, the zoning administrator has administratively classified a contractor bay

with office and/or sales showroom to be permitted within the Community Business Zoning District.

2. **Landscaping:** The provisions of Section 2.o.iii of the code apply to the proposed development. Because this commercial development is immediately adjacent to a residential district, the formal permit application should include the required landscaping activities; the board may wish to consider attaching a *condition* addressing landscaping requirements if the variance request is granted.
3. **Screening:** If the board elects to approve the variance and grant a reduced setback between the commercial structure and the adjacent residential zone, zoning still requires the proposed development to provide adequate screening within the setback. Staff's understanding is that the existing fencing and landscaping that currently exists is located on the adjacent residential property. If variance approval is granted, staff suggests a *condition* be attached requiring separate screening on the subject property to ensure the spirit and intent of screening requirements is achieved.
4. **Building Height:** To minimize the visual impacts on the adjacent dwelling, staff strongly advises the board impose a strict cap on the overall height of the building. The conceptual drawings note an 18-foot sidewall height, however, the pitched-roof design will result in a taller peak height (see Attachment 2). The board is encouraged to discuss the total height of the proposed structure with the applicant and, if the variance is granted, condition variance approval on the applicant's specific, proposed total height.
5. **Stormwater Runoff:** Section 2.1 of the zoning code requires new structures and impervious surfaces to manage stormwater runoff without causing damage or harm to the natural environment, water quality, and adjacent property. The applicant will be required to demonstrate adequate stormwater management – especially considering the applicant's request to build closer to adjacent residential property – upon submittal of the building permit application. The board may wish to consider a *condition* addressing the stormwater management requirements if the variance is granted.

ANALYSIS OF THE REQUIRED CRITERIA

The Zoning Board of Adjustment is required to examine the facts pertaining to the request and make findings of fact according to the variance review criteria as described in Section 1.g.iv of the Yutan Community's Zoning Code. If the findings adopted by the board support granting approval of the variance request, then the board may vote to do so. Alternatively, if the board cannot make agreed-upon findings of fact in support of the variance, then the request has no basis for approval. The variance review criteria are listed below, followed by questions and considerations posed by staff for the board's consideration:

- The strict application of the zoning code would produce undue hardship.
 - Does strict enforcement of the 25-foot setback prevent a reasonable, beneficial commercial use of the lot? Does the applicant's request for a 70-foot wide building envelope allow for the construction of a standard, functional commercial structure appropriate for the B-CBD zoning district?
- The hardship is unique to the subject property and not shared by other properties within the vicinity of the subject property and the overall zoning district.

- What characteristics distinguish the subject property from other commercial lots in the same zoning district? Does its development history and regulatory application play a role in the applicant's hardship?
- How do the physical features of the lot impact the applicant's ability to provide the required setback **and** reasonably use the property? Can the proposed lot layout and/or building design be modified to provide more than ten feet of separation and/or resolve the stated hardship?
- Granting the variance would not be to the substantial detriment of adjacent property and will not change the character of the district.
 - How will reducing the buffer from 25 feet to 10 feet affect the adjacent residential property? Are the benefits of mandatory screening between the two zones retained, reduced, or improved by allowing a 10-foot separation between commercial and residential uses?
 - Will the proposed development's 18-foot sidewall height be adequately mitigated with a 10-foot setback? Should a height restriction or similarly-mitigating actions be imposed as a condition?

The variance request is based upon demonstrable and exceptional hardship, as distinguished from purposes of convenience, profit, or caprice.

- Does forcing the applicant to develop within the property's buildable width – 60 feet total, if strict enforcement of zoning setbacks is applied – prevent the construction of a standard and contemporary commercial structure/use?
- Could the applicant modify the layout, scale down the showroom/shop, or reduce the building width while still running a viable business?
- The requested variance is not related to use and would therefore prevent an expressly-prohibited or unpermitted use from being established in the zoning district.
 - Would the request allow a use that is specifically prohibited and/or not allowed by permitted use or conditional use?
- The condition or situation creating the hardship is not so general or recurring in nature as to make reasonably practicable through the formulation of a general regulation to be adopted as an amendment to this code.
 - Does the requested variance relieve and/or solve a hardship that is a result of unique circumstances related specifically to the subject property, its topography, how it was created, and/or other aspects of its history? Is the appropriate remedy an individual variance approved for this property, or should it be resolved through amendment of the zoning code?

HEARING PROCEDURE & FINAL ACTION

Should the board elect to act on this request, the following procedures must be followed:

1. Legal Notice and Public Hearing

Confirm that proper notice was advertised in a paper of general circulation in the community at least ten days prior to the hearing, and that reasonable efforts were made to mail notice to all property owners of record adjacent to the subject property. Any individuals present at the hearing should be given an opportunity to provide comment to the board, within reasonable time restraints. All board discussion – including conversations with the applicant and other affected parties – should occur at the meeting and logged into the record.

2. Discuss and Adopt Findings of Fact

To support any action that would grant approval of the variance request, explicit agreed-upon findings of fact – backed by evidence presented in the public record and consistent with the criteria listed in Section 1.g.iv – must be made to support any action approving the variance. Staff can assist with wording these findings, however, the board is ultimately responsible for officially adopting them.

3. Vote to Approve, Deny, Table, or Not Act

- If granted, determine if conditions will be applied to the approval and specifically direct staff to attach those conditions.

The final decision of the board must be entered into the official minutes of the meeting. Written notice of the final decision shall be provided to the applicant, which can be drafted by staff and signed by the board's chair (aka Council President).

4. Appeal Considerations

Any party aggrieved by the board's final decision has statutory right to appeal the decision to district court.



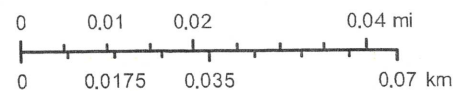
July 8, 2026

DISCLAIMER: This map is not intended for conveyances, nor is it a legal survey. The information is presented on a best-efforts basis, and should not be relied upon for making financial, survey, legal or other commitments.

Legend

 Parcels

1:1,384



510 1st St, Contractor Bay

RE: Request for Variance – Side Yard Setback

PAID

JUL 06 2026
#300 V# 2059
CITY OF YUTAN

Dear Robert Costa,

I respectfully submit this request for a variance to reduce the required side yard setback adjacent to the neighboring residential property from twenty-five (25) feet to ten (10) feet for the proposed Thompson Building II commercial development in Yutan.

The property is zoned Commercial, and the proposed building is intended to be used as a warehouse/commercial shop, which is consistent with the intended use of the zoning district. The requested variance is necessary to allow construction of a building that is appropriately sized and functional for its intended commercial purpose. Requiring the full twenty-five-foot setback would substantially reduce the available building area and limit the reasonable development of a property that is otherwise designated for commercial use. The conceptual site plan reflects the proposed building layout and requested setback.

This request is not intended to eliminate the setback requirement but rather to seek a reasonable compromise. While the zoning code requires a twenty-five-foot setback when adjoining residential property, the proposed ten-foot setback still provides a meaningful buffer between the commercial building and the neighboring residence while allowing practical use of the property. The zoning code also recognizes that commercial buildings may be constructed much closer to adjoining commercial properties, demonstrating that maximizing the buildable area is consistent with the character of the commercial district.

I believe this request satisfies the intent of the variance provisions because:

- The request is the minimum necessary to allow reasonable development of the commercially zoned property.
- Granting the variance will not adversely affect public health, safety, or welfare.
- The proposed building will remain compatible with surrounding development and the character of the area.
- The variance will not create additional traffic concerns, drainage issues, or interfere with neighboring properties.
- Denial of the variance would unnecessarily restrict the reasonable use of a commercially zoned parcel while providing little additional benefit beyond the proposed ten-foot buffer.

As a local business owner and property owner in Yutan, I am committed to developing this property in a manner that enhances the community and reflects positively on the City's commercial growth. My goal is to construct a quality building that complements the surrounding area while remaining respectful of the adjacent residential property.

Thank you for your consideration of this request. I appreciate your time and would be happy to answer any questions or provide any additional information the Board may require.

Respectfully,

Jake Thompson
Thompson & Sons, LLC

RECEIVED

JUL 2 2026

CITY OF YUTAN

ATTACHMENT 2

Existing Residence

Adjust Parking for more open space.

100'-0"

10' Setback (Need Variance)

SHOWROOM

50'-0"

BATH

8 PARKING (1 ADA)

WAREHOUSE/SHOP

70'-0"

Building Height
18' Side Wall

5' Setback (Good per Commerical Code)

Add additional parking
and combine parking lots.

Thompson Building I

ATTACHMENT 2

RECEIVED

JUL 2 2026

CITY OF YUTAN

1 CONCEPTUAL SITE LAYOUT
Scale: 1" = 30' - 0"

DATE: 5/12/2026
PROJECT: 2025-1920SS

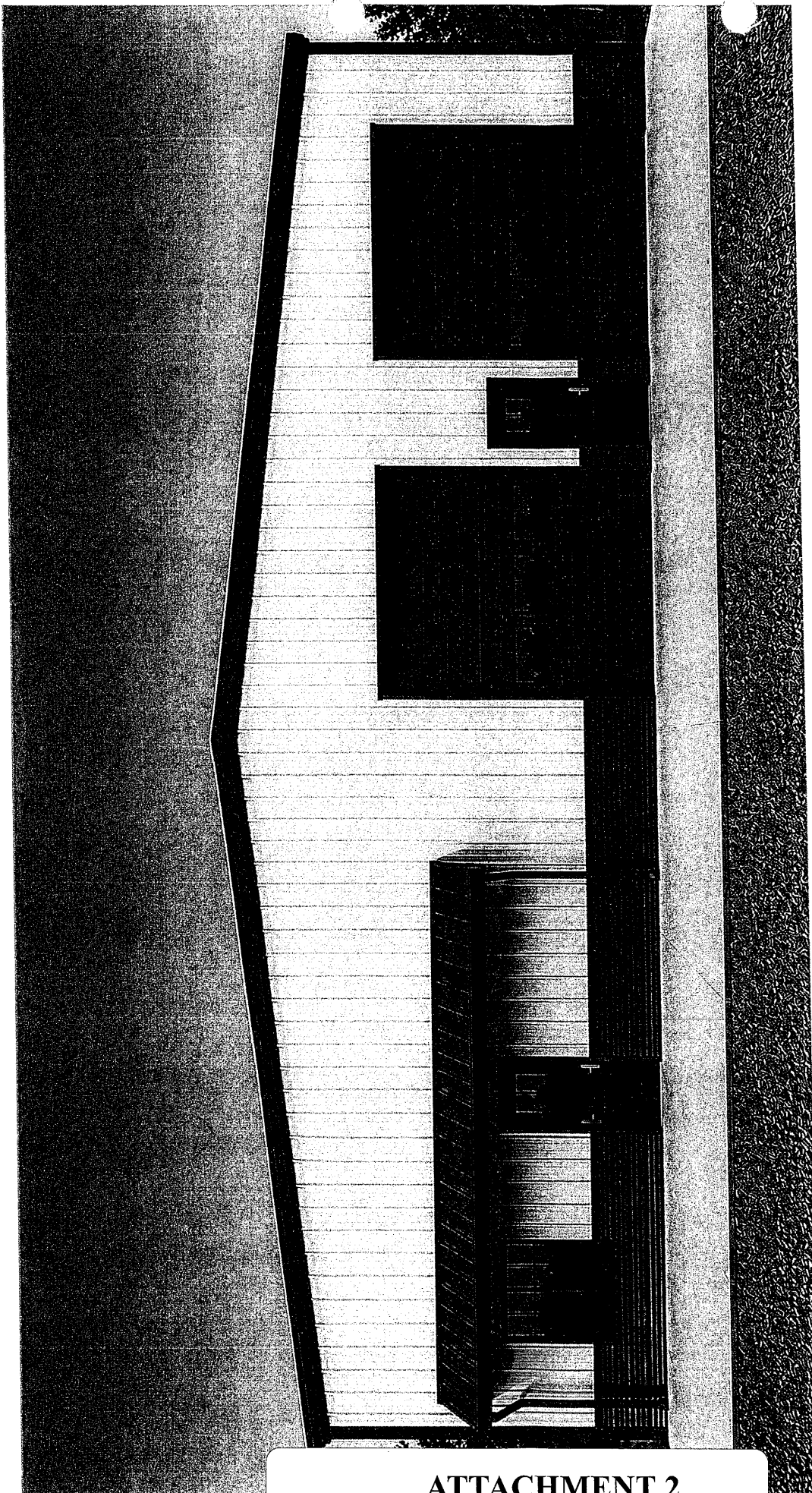
SHEET 1 / 1

THOMPSON BUILDING II

YUTAN, NE



2041 S 18th Street
Lincoln - NE - 68502
Ph: 402 - 890 - 4166
bridgewaterconsultingNE.com



ATTACHMENT 2

RECEIVED
JUL 2 2026
CITY OF YUTAN

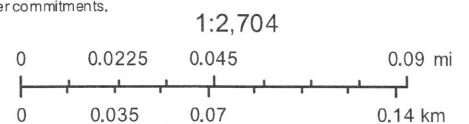


July 14, 2026

DISCLAIMER: This map is not intended for conveyances, nor is it a legal survey. The information is presented on a best-efforts basis, and should not be relied upon for making financial, survey, legal or other commitments.

Legend

- | | |
|---|--|
|  Highway_Corridor |  Commercial |
| County Zoning |  Light Industrial |
|  Agricultural |  General Industrial |
|  Transitional Agricultural |  Planned Development |
|  Lakeside Residential |  Lake Wanhoo Conservation Overlay |
|  Residential Estates |  Mobile Home Residential |
|  Residential |  Extraterritorial Jurisdiction |
|  Historic Sites | |



MEMORANDUM**TO:** Mayor and City Council**FROM:** Brandy Bolter, City Clerk/Treasurer**DATE:** July 16, 2026**SUBJECT:** Purchase Request: Four (4) Gas Meters for Utility Crews

This memo requests approval to purchase four (4) multi-gas meters for the Utility Department.

These devices are critical for our daily operations for three main reasons:

- **Worker Safety:** They detect invisible, deadly gases (such as hydrogen sulfide and carbon monoxide) before crews enter confined spaces like manholes and water vaults.
- **OSHA Compliance:** Federal safety regulations strictly mandate continuous gas monitoring for any confined space entry.
- **Operational Efficiency:** Purchasing four units ensures multiple crews can work simultaneously across the city without waiting to share equipment, reducing downtime.

I highly recommend the Council approve this purchase to protect the lives of our utility personnel and maintain regulatory compliance.

Thank you for your time and consideration.

MEMORANDUM

FROM: Robert Costa, Community Planner
TO: City Council & Mayor of Yutan
DATE: July 15, 2026
SUBJECT: Wellhead Protection Discussion, 2026 Update

As you may remember, we engaged with you last year to discuss updating the City's wellhead protection zone. This would involve a detailed analysis of the hazards to our community water supply, forecasting and mapping those potential hazards, and updating Sections 7-221 & 7-222 of municipal code to provide for that updated protection. We also discussed the potential for locating ideal sites for a third municipal well.

Our previous conversations surrounded the potential for receiving a 2025 grant to relieve the significant costs associated with the required analysis and study. Our application for the grant was not approved, but I have continued having conversations with both the area's Natural Resources District (NRD) and the Nebraska Department of Water, Energy, & Environment (DWEE) to ensure that some movement and consideration of our needs occur.

On June 3, 2026, the state's Wellhead Protection Coordinator contacted me (see attached e-mail) to offer DWEE's assistance in analysis, mapping, and planning/regulatory preparation for the update. This is a significant offer on their part, as their assistance would reduce our costs while still obtaining decent research to ensure wellhead protection remains viable into the next few decades. This data will serve as a foundational layer for long-term planning, providing the empirical evidence required to manage potential contamination risks and guide sustainable growth. Securing our local water resources is a critical priority that must be balanced against the infrastructure challenges posed by local and regional projects.

DWEE staff have offered to meet with you to discuss this opportunity, with NRD staff joining in. If you would agree, they could tentatively join us for the August 18th meeting to discuss it in person.



Robert Costa <rcosta@cityofyutan.com>

WHP Planning

McFayden, Connor <Connor.Mcfayden@nebraska.gov>

Wed, Jun 3, 2026 at 1:43 PM

To: Robert Costa <rcosta@cityofyutan.com>

Cc: Bob Oliva <administrator@cityofyutan.com>, Matt Thompson <mthompson@cityofyutan.com>, "Kruse, Sean" <Sean.Kruse@nebraska.gov>, "Martin, Tyler" <Tyler.Martin@nebraska.gov>, Jake Maslonka <jmaslonka@lpnnrd.org>

Thanks for reaching out again Robert! As it happens we just finished our internal discussions on this topic. Here is the short version of what kinds of assistance we have on the table, note that we can do any and all of them if Yutan is interested:

1. Hydrogeologic Analysis: DWEE can produce a modelling report including information about the subsurface surrounding Yutan's wells and/or well sites you have an eye on developing. This information is based on logs from wells and test holes and covers such data as bedrock elevation, hydrologic gradient, saturated sand thickness, nitrate levels, and more.
2. Wellhead Protection (WHP) Mapping: I have a preliminary WHP area update drawn for Yutan using groundwater models developed by DWEE. This new area should be adopted by ordinance after a period of public comment, though it might be best to wait to adopt the new area at the same time you update the WHP Plan.
3. WHP Planning Assistance: I can assist Yutan in developing a WHP Plan by:
 - a. presenting information about the planning process and requirements to Yutan's board and/or the public
 - b. Identifying and providing narrative descriptions on potential contaminant sources regulated by DWEE within the WHP area
 - c. Guiding you through the process as the plan is developed and offering review and comments to ensure it is approved

Let us know how you would like to proceed! We can set up a meeting to discuss these options in person.

Best,

Connor McFayden | Wellhead Protection Coordinator
Nebraska Department of Water, Energy, and Environment
DIRECT: (402) 471-3376 | MAIN OFFICE: (402) 471-2186
<https://dwee.nebraska.gov/>

From: Robert Costa <rcosta@cityofyutan.com>

Sent: Wednesday, June 3, 2026 10:59 AM

To: McFayden, Connor <Connor.Mcfayden@nebraska.gov>

Cc: Bob Oliva <administrator@cityofyutan.com>; Matt Thompson <mthompson@cityofyutan.com>

Subject: Re: WHP Planning

[Quoted text hidden]

Yutan Public Library Board Minutes

Monday June 1, 2026, at 6:30 PM

Location: Yutan City Office

Notice of meeting was posted at the Post Office, City Office, and the Library by Dawn Ford.

1. Call to Order

The meeting was called to order by President Michelle Dahlhauser at 6:31 PM. Dahlhauser advised the location of the Open Meeting Act posted on the wall.

2. Roll Call: Elizabeth Casey, Kelsey Chittenden, Michelle Dahlhauser and Dawn Ford were present.

Absent: none

3. Consent Agenda

a. Dahlhauser asked for a motion to approve the May 4th minutes. Casey motioned, seconded by Chittenden. Yeas- Chittenden, Casey, Ford, Dahlhauser. No- None. Motion carried.

b. Approval of Financial claims motioned by Ford, seconded by Chittenden. Yeas- Chittenden, Casey, Ford, Dahlhauser. No-None. Motion carried.

4. Maleah Johnson sworn in as Library Board Member

5. Open Discussion from the Public

a. No attendees spoke during open discussion.

6. Action Items

a. Approval to hire subs Reagan Wilson at \$15/hour, Mylee Tichota at \$15/hour, and Christina Jeffries at \$17/hour based on experience motioned by Ford, seconded by Casey. Jeffries will adjust to \$15/ hour when the Interim Director is hired. Yeas- Chittenden, Casey, Ford, Dahlhauser, Johnson. No- None. Motion carried.

b. Approval to participate in Yutan Garage Sale with all proceeds going to the Summer Reading Program motioned by Casey, seconded by Ford. Yeas- Chittenden, Casey, Ford, Dahlhauser, Johnson. No- None. Motion carried.

c. Approval to purchase a wireless barcode scanner under \$50 motioned by Casey, seconded by Ford. Yeas- Chittenden, Casey, Ford, Dahlhauser, Johnson. No- None. Motion carried.

d. Approval of the ARC quote for library cameras to be purchased with Capital Outlay funds motioned by Kelsey, seconded by Ford. Yeas- Chittenden, Casey, Ford, Dahlhauser, Johnson. No- None. Motion carried.

7. Discussion Items

a. Different formats to advertise library activities were shared.

- b. Librarian report was shared in place of a Directors report.

8. Items for Next Meeting Agenda

- a. Library Board meetings moved to 2nd Monday of the month beginning September 2026.
- b. List of maintenance items
- c. New printer/scanner
- d. Yutan Days participation
- e. Computer repair/purchase funded with capital outlay
- f. Volunteer application and approval process to be prepared for advertisement in August.

9. Adjournment

- a. Meeting adjourned at 7:30 PM with a motion from Ford, seconded by Chittenden. Yeas- Chittenden, Casey, Ford, Dahlhauser, Johnson. No: None, Motion carried.

The next regular Library Board Meeting will be July 6th, 2026, at 6:30 PM.

Submitted by Dawn Ford



Yutan Police Department

112 Vine Street
P.O. Box 215
Yutan, Nebraska 68073

Office: (402) 625-2468
Fax: (402) 625-2112
Email: YutanPD@cityofyutan.com

Chief's Report for April 2026:

Quick stats for March:

Hours worked: 290

Business Checks: Yutan 506

Mileage: 1,405

Mead 292

Department Information:

- **Office Update:** We have been operating out of the new office for a little bit and it has been a nice change for our department. All the officers have expressed how they enjoy having our own location and not having to jockey from the city shop the to the office to get equipment. I hope you all understand how grateful we are to have your support with this change. This will be really nice in the cold weather season.
- Our officers covered Mead Days events this year and for the first time we had an officer attend the car show with a cruiser. This was a hit for the community. The officer may have the most viewed vehicle at the car show. This type of community outreach is important for our future community members. I would also like point out while working both Friday and Saturday evenings I received numerous complements from the citizens of Mead about our presence in town. Again, this would not be a possibility without all of your support.
- Yutan PD started an investigation that turned into a multi-state check fraud criminal ring. This case was really started because of the camera's mounted on city hall. We were able to take photo evidence and pass it on to federal law enforcement partners. This information was used and allowed federal agents to arrest several people involved in this criminal activity and account for several hundreds of thousands of dollars stolen via fraud check cashing.
- Last month I reported I had received complaints about driving in certain areas of Yutan and Mead. Officers were able to selectively monitor these areas and I am proud to report citizens have noticed the difference. We will continue to focus on areas of concern that are reported directly to us.

MEMORANDUM

TO: City Council & Mayor of Yutan, Nebraska
FROM: Robert Costa, Community Planner
DATE: July 15, 2026
SUBJECT: Community Planner's July 2026 Report

Wellhead Protection Zone Updates: I met with DWEE last month to discuss their offer to provide wellhead protection hazard analysis and mapping. Details of their offer can be found in the main staff report dedicated to your July 2026 discussion of this item.

NDOT's Floodplain Administrators Meeting: I recently represented the City at a meeting regarding the proposed expansion of Highway 92 geared primarily to floodplain administrators and water resource managers. Addressing these hydrological and engineering challenges at the state level is critical to ensure that the highway improvements do not inadvertently compromise our local infrastructure or exacerbate flood risks within the community. Maintaining a seat at the table during regional planning phases is essential for protecting the integrity of Yutan's physical and environmental landscape.

Building Code Certification: My current, primary project is studying for and obtaining the commercial building inspector certification. This is progressing, and I'm aiming to take the certification test in September. Certification will allow us to continue managing local construction independently and ensure that construction adheres to recognized standards of safety and structural integrity. Once the certification is obtained, I will continue training with recognized professionals to enhance my understanding and administration of the building code.

Legislative Initiatives: I am currently finalizing two legislative proposals for consideration by the League of Nebraska Municipalities. The first meeting of the League's legislative committee is August 27th, with additional meetings in September and October.

- **Board of Adjustment Changes:** This proposal seeks to allow for a mayor's formal involvement in city council-based boards of adjustment. The change is designed to provide a necessary tie-breaking entity on the quasi-judicial board.
- **E-Vehicle Regulation:** We could potentially request a legislative resolution to initiate a statewide interim study on the regulation of e-bikes, e-scooters, and similar small vehicles. Other communities are struggling with this, and I believe careful study resulting in a uniform state framework would be helpful to address legal use and safety issues.

Grant Applications: I am currently preparing two active grant applications for simple improvements in **Itan Park**. These projects offer a high return on investment by enhancing the park's aesthetic and functional value. These specific applications target funding for:

- The installation of sustainable **tire-derived benches**.
- Strategic **tree plantings** to enhance the local canopy.

I should have more information about the plan for these improvements next week and can discuss them during the supervisor reports section of Council's meeting.

City Clerk & Treasurer's Monthly Report

To: Mayor and Yutan City Council

From: Brandy Bolter, City Clerk & Treasurer

Date: July 21, 2026

Subject: Monthly Departmental Activity & Administrative Update

1. Utility Billing & Collections

Our office has maintained regular enforcement of collection procedures while simultaneously working to make our automated billing systems more resident-friendly.

- **Monthly Collection Activity:**
 - **Late Letters Mailed:** 43
 - **Door Hangers Delivered:** 18
- **Delinquency & Account Status:** Following the receipt of recent utility payments, our long-term outstanding balances have been reduced. We currently have one account operating successfully on an approved municipal payment plan.
- **Targeted Outreach:** We are managing one additional account that remains significantly behind. Formal notification letters have been sent to both the resident and the property landlord regarding this outstanding balance to ensure compliance before further service action is taken.
- **ACH Payment Dates (Resolution No. 2026-13):** I have finalized the draft resolution to adjust the municipal processing date for ACH utility payments from the 5th of the month to the 18th. This adjustment is in direct response to public feedback and aims to better align the city's payment schedule with standard mid-month income cycles for our residents.

2. FEMA/NEMA Disaster Relief Closeout

- **August Windstorm Closeout:** We have officially received our final closeout documentation from FEMA and NEMA regarding the damages and municipal cleanup response from the August windstorm event.
- **Reimbursement Funds Received:** The city has successfully received \$27,431.42 in federal and state disaster funds. This deposit represents the full 75% cost-share reimbursement for our community's recovery efforts.

3. 2026–2027 Budget Preparation

- **Account Review & Reconciliation:** In preparation for the upcoming budgeting cycle, I have been actively reviewing all current fiscal year budget items alongside the City Administrator.
- **Line-Item Categorization:** A primary focus this month has been auditing and verifying that all city expenditures and revenues have been accurately categorized to their respective departments and specific line items. This meticulous tracking ensures a clean data baseline for a smooth, transparent municipal budgeting process.

Looking Ahead

With the FEMA closeout completed and utility policies drafted, our office will transition almost exclusively into the next phase of the 2026–2027 budget planning. Over the next month, we will

be finalizing initial forecasting models to prepare for upcoming Council budget workshops and public hearings.

Respectfully Submitted,

Brandy Bolter

City Clerk & Treasurer, City of Yutan

Administrator's Report

TO: Mayor and City Council Members

FROM: Bob Oliva, City Administrator

DATE: July 16, 2026

SUBJECT: Monthly Administrative Update - July 2026

Overview This report provides our monthly updates on ongoing city initiatives, transitioning several key projects from our spring planning stages into active summer operations. Below is a reflection on last month's progress and the status of city activities.

1. Infrastructure & Utilities

- **Kinetic:** No new developments and no contact with any representatives.
- **Water Tower Equipment (Verizon):** Verizon is in the final stages of planning; currently, the site is under historical and archeological review. There is no scheduled date for the tower power wash currently.
- **Itan Well Generator:** The generator project for the well at Itan is complete, and we are now just waiting for Wilke to connect the gas from the newly installed meter to the generator. Additionally, due to electrical requirements from OPPD, the area will most likely require a fence to pass code requirements. Once connected, this will provide the city with generator backup on both of our wells, as the other well already has an active generator.

2. Parks and Recreation

- **Concession Stand:** The council will need to decide on the structure if it is to be scheduled to be erected this winter and spring.
- **Bench Donation Project:** Since I missed the last meeting, I want to be sure of the exact benches the council wants. I have only received two responses from council members so far; I will go ahead and order the two suggested benches to get this project started if that is OK with everyone.

3. Economic Development & Planning

- **CRA & Sidewalk Project:** The County Road 5 sidewalk project received 4 bids and the CRA selected the bid of DEJ Grading, LLC. This is a local company to Yutan. A Notice to Proceed will be issued within the next week.
- **Highway 92 Corridor Alignment:** There is no new information about the project this month.
- **Annexation & Sales Tax:** The city held an open house on July 8th, which was lightly attended. To date, 34 people have responded to the public survey, and the survey remains active. At the upcoming August meeting, the council will need to decide regarding placing this initiative on the ballot by resolution. The council may want to consider scheduling a special meeting to discuss the details of the resolution.

4. Accounting & Finance

- **Budget Preparation:** City staff have begun the initial gathering of data to initiate budget talks at the 1st budget workshop, which is scheduled before this regular council meeting.

5. Streets

- **Street Striping:** The city crew has been painting the street striping this month.
- **Sewer & Street Repair (405 Vine):** A sewer repair initiated by the property owner at 405 Vine will require a sidewalk panel and street panel repair. This cost is the responsibility of the owner.
- **BNSF Railroad Crossing (Highway 92):** There are no new developments, and the promised repairs have yet to be initiated by NDOT.