



# City of Grand Island

Tuesday, August 23, 2016

Council Session

## Item G-9

**#2016-197 - Approving Police Service Contract with Hall County Housing Authority (HCHA)**

Staff Contact: Robert Falldorf, Police Chief

# Council Agenda Memo

**From:** Robert Falldorf, Police Chief

**Meeting:** August 23, 2016

**Subject:** Police Service Contract with Hall County Housing Authority (HCHA)

**Presenter(s):** Robert Falldorf, Police Chief

## Background

The Hall County Housing Authority has contracted with the City for police services for several years. This is a request to enter into a new two year agreement.

## Discussion

We are proposing a new two year agreement with the Hall County Housing Authority for the period of October 1, 2016 through September 30, 2018. There is a 30 day termination clause within the agreement.

This contract is for a remuneration amount of \$100,000 (\$50,000 for each year of the contract) to be paid to the City of Grand Island by the Hall County Housing Authority in quarterly installments. The police department will be able to continue the service within the terms of the contract for this amount of revenue.

The police officer assigned to public housing areas is a force multiplier for our agency and has been mutually beneficial to both agencies.

## Alternatives

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Move to approve
2. Refer the issue to a Committee
3. Postpone the issue to future date
4. Take no action on the issue

## **Recommendation**

City Administration recommends that the Council approve a two year Interlocal Agreement for police services with the Hall County Housing Authority.

## **Sample Motion**

Move to approve a two year contract for police services with the Hall County Housing Authority as outlined in the Interlocal Cooperative Agreement.

# POLICE SERVICE CONTRACT

This contract made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2016, by and between the Hall County Housing Authority (hereinafter “HCHA”) and the City of Grand Island (hereinafter “City”) is for the provision of specific police services associated with HCHA’s security programs.

WHEREAS HCHA desires to contract with City for additional police services to create a drug- and crime-free environment and to provide for the safety and protection of the residents in its public housing developments; and

WHEREAS, City, by and through its police department, desires to assist in the effort by providing effective police services at all HCHA locations;

NOW, THEREFORE, HCHA and City agree as follows:

## ARTICLE I Scope of Services

### SECTION ONE: SERVICES PROVIDED BY CITY

City agrees that the services rendered under this contract are in addition to baseline police services. City agrees that it will not reduce its current level of police services to HCHA’s public housing developments, particularly in the areas of community policing, patrol, criminal investigations, records, dispatch and special operations.

The duties and extent of services of City shall include, but not be limited to:

- A. City, by and through its police department, will provide 1 full time police officer (Assigned Personnel) to perform specialized patrols to enforce all state and local laws and HCHA Rules specified in the contract. Sworn officers shall at all times remain part of, subject to and in direct relationship with the police department’s chain of command and under police department rules, regulations and standard operating procedures.
- B. City agrees to collect and provide to HCHA workload data as more specifically identified in Article II, Section C., below, pertaining to its Assigned Personnel activities in HCHA’s public housing developments.
- C. The Assigned Personnel will appear as witness in the HCHA’s administrative grievance procedure, civil dispossessory hearings, or other civil or court proceedings where the issue includes criminal or quasi-criminal conduct in or near public housing developments involving any resident, member of a resident’s household, or guest or guests of a resident or household member, as required.
- D. City agrees that a policy manual exists to regulate police officers’ conduct and activities; all police officers have been provided a copy of the policy manual; the department certifies that each officer has received and understands the contents of

the manual; and personnel have been trained on the regulations and orders within the manual.

- E. City agrees it will provide such basic equipment as may be necessary and reasonable in order to allow the police officers to carry out the duties anticipated under this contract.
- F. Assigned Personnel will also provide drug / safety awareness training to residents and employees upon request.
- G. City will at all times provide supervision, control and direction of work activities and assignments of police personnel, including disciplinary actions. It is expressly understood that the police department shall be responsible for the compensation of the officers, their property, or City's property while on HCHA's property.
- H. Assigned Personnel will meet with HCHA management at least weekly to share information, discuss scheduling and provide / receive instruction regarding priorities.
- I. Assigned Personnel will make every attempt to socialize with HCHA residents, to disseminate useful information gathered from their discussions and follow up on any leads that may have surfaced with their interaction with HCHA residents. This information will also be forwarded to HCHA management.
- J. Assigned Personnel will work a varied hourly and daily schedule as allowed in the union contract executed between labor and City. Assigned Personnel will be as flexible as possible regarding scheduling and attempt to schedule around the needs of HCHA management.

## SECTION TWO: SERVICES PROVIDED BY THE HCHA

- A. HCHA shall provide Assigned Personnel with information regarding suspicious activity, potential problems, preferred patrolling areas and discretionary tenant information (not confidential information).
- B. HCHA will provide an orientation to Assigned Personnel including a tour of the patrol area, basic training on security tapes / cameras, issue keys to buildings, offices, and maintenance areas, and introduce Assigned Personnel to staff members and residents. HCHA management will also provide training and copies of HCHA rules and regulations to Assigned Personnel.
- C. HCHA will provide City with a Public Housing Police Activity Form(s) for Assigned Personnel to complete. These forms are not to replace police reports utilized by City.
- D. HCHA shall reserve the right to reasonably request the police department to reassign Assigned Personnel.

## ARTICLE II

### 2

## Enforcement of Rules & Regulations

- A. City, through its Assigned Personnel, is hereby empowered to enforce the following HCHA rules and regulations:
1. Removal of unauthorized visitors in unoccupied structures of HCHA.
  2. Removal of unauthorized visitors creating disturbances or otherwise interfering with the peaceful enjoyment of lessees on HCHA property.
  3. Removal of unauthorized visitors destroying, defacing or removing HCHA property.
- B. City, through its Assigned Personnel, is hereby empowered to enforce the following HCHA rule and regulation:
- Any vehicle that is not parked appropriately (in a handicapped parking place, etc.) or is inoperable (no plates, expired plates, no tires, etc.) will be issued a parking violation notice with the incident reported to HCHA management as soon as possible. Notices will be given to the Assigned Personnel by HCHA management.
- C. Nothing herein contained shall be construed as permitting or authorizing Assigned Personnel to use any method or to act in any manner in violation of law or of their sworn obligation as police officers

## ARTICLE III

### Communications, Reporting & Evaluation

- A. Communications
1. Access to Information
- City agrees HCHA will have unrestricted access to all public information, which in any way deals with criminal activity in any of HCHA's communities. It is further agreed that the Grand Island Police Department will provide to HCHA copies of such incident reports, arrest reports or other public documents which document or substantiate actual or potential criminal activity in or connected with the public housing developments. This information will be provided at no cost by the Grand Island Police Department on a regular basis in accordance with specific procedures that have been or will be established.

B. Reporting

1. Forms

The Grand Island Police Department will require all Assigned Personnel to provide information referred to in Article III section A (1) in a summary format upon request only.

2. Director Notification

The police department will relay to HCHA's Executive Director or his/her designee information related to any major crime or incident that occurs on HCHA property as soon as possible.

C. HCHA and City shall meet to evaluate the program effectiveness every three (3) months.

ARTICLE IV  
Term of Contract

- A. The term of this contract shall be for two (2) years beginning on October 1, 2016.
- B. This contract may be terminated by either party upon written notice provided not less than thirty (30) days prior to termination.

ARTICLE V  
Compensation to City

- A. Payment to City by HCHA will be \$50,000 per year for a total of \$100,000 for the two (2) year contract for October 1, 2016 – September 30, 2018.
- B. HCHA shall pay City on a quarterly basis, upon receipt of an invoice from City.
- C. City shall provide the following documentation upon request:
  - 1. Copies of Certified Payroll Time Reports documenting hours worked in public housing developments and supervisory approval of the report.
- D. All requests for payment are subject to the approval of HCHA's Executive Director, or that official's designee and HCHA shall thereafter make payment of the approved amount within thirty days of receipt of the request for payment.

ARTICLE VI  
Notices

Any notices required pursuant to the terms of this Contract shall be sent by United States Certified mail to the parties hereto, as specified below:

HCHA: 1834 West 7<sup>th</sup> Street  
Grand Island, NE 68803

City: 111 Public Safety Drive  
Grand Island, NE 68801

ARTICLE VII  
Liability Coverage

Each party agrees to maintain public liability coverage of not less than \$1,000,000 per occurrence.

ARTICLE VIII  
Construction of Laws

The Law of the State of Nebraska shall govern the interpretation of this Contract.

EXECUTED BY:

---

MAYOR – CITY OF GRAND ISLAND

---

EXECUTIVE DIRECTOR – HALL COUNTY HOUSING AUTHORITY



RESOLUTION 2016-197

WHEREAS, on December 19, 2000, by Resolution 2000-397, the City of Grand Island approved a Police Services Contract between the City and the Hall County Housing Authority to provide specific police services associated with the Hall County Housing Authority's security programs; and

WHEREAS, the City and the Hall County Housing Authority are interested in continuing the provision of such police services; and

WHEREAS, it is recommended that a new contract be entered into for such services for a two-year period which will cover October 1, 2016 through September 30, 2018, and

WHEREAS, the Hall County Housing Authority agrees to pay \$100,000 to the City of Grand Island for the two year period in quarterly payments.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that the Interlocal Cooperation Agreement for a police services contract between the City and the Hall County Housing Authority to provide specific police services associated with the Hall County Housing Authority's security programs is hereby approved; and the mayor is hereby authorized and directed to execute such contract on behalf of the City of Grand Island.

- - -

Adopted by the City Council of the City of Grand Island, Nebraska, August 23, 2016.

\_\_\_\_\_  
Jeremy L. Jensen, Mayor

Attest:

\_\_\_\_\_  
RaNae Edwards, City Clerk

Approved as to Form	☒ _____
August 19, 2016	☒ City Attorney