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# City of Grand Island



## Tuesday, August 21, 2018 Special Meeting Packet

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### **City Council:**

**Linna Dee Donaldson**  
**Michelle Fitzke**  
**Chuck Haase**  
**Julie Hehnke**  
**Jeremy Jones**  
**Vaughn Minton**  
**Mitchell Nickerson**  
**Mike Paulick**  
**Roger Steele**  
**Mark Stelk**

### **Mayor:**

**Jeremy L. Jensen**

### **City Administrator:**

**Marlan Ferguson**

### **City Clerk:**

**RaNae Edwards**

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**6:00 PM**

**Council Chambers - City Hall**  
**100 East 1st Street, Grand Island, NE 68801**

## **Call to Order**

**This is an open meeting of the Grand Island City Council. The City of Grand Island abides by the Open Meetings Act in conducting business. A copy of the Open Meetings Act is displayed in the back of this room as required by state law.**

**The City Council may vote to go into Closed Session on any agenda item as allowed by state law.**

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## **Invocation**

## **Pledge of Allegiance**

## **Roll Call**

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### **A - SUBMITTAL OF REQUESTS FOR FUTURE ITEMS**

Individuals who have appropriate items for City Council consideration should complete the Request for Future Agenda Items form located at the Information Booth. If the issue can be handled administratively without Council action, notification will be provided. If the item is scheduled for a meeting or study session, notification of the date will be given.

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### **B - RESERVE TIME TO SPEAK ON AGENDA ITEMS**

This is an opportunity for individuals wishing to provide input on any of tonight's agenda items to reserve time to speak. Please come forward, state your name and address, and the Agenda topic on which you will be speaking.



# **City of Grand Island**

**Tuesday, August 21, 2018**

**Special Meeting**

## **Item F-1**

### **#9701 - Consideration of Approving Salary Ordinance**

**Staff Contact: Aaron Schmid, Human Resources Director**

# **Council Agenda Memo**

**From:** Aaron Schmid, Human Resources Director

**Meeting:** August 21, 2018

**Subject:** Consideration of Approving Salary Ordinance No. 9701

**Presenter(s):** Marlan Ferguson, City Administrator  
William Clingman, Assistant Finance Director

## **Background**

A Salary Ordinance is presented each year as a part of the budget process. Wages for City employees are presented to the Council for approval in the form of a salary ordinance. Some wages are set as a part of negotiated labor agreements and others through salary surveys conducted.

## **Discussion**

Wage changes presented in this Ordinance are for bargaining units according to their respective labor agreements and negotiated wages. The Ordinance also includes changes to the non-union positions.

The following information shows the average increases for each respective group. Please note the averages are based on movement at the top step of the pay scale. Furthermore, some positions were higher and lower than the average.

AFSCME Labor Agreement will increase on average by 3%.

IAFF Labor Agreement will increase by 0%.

IBEW Service/Clerical/Finance Labor Agreement will increase on an average by 3%.

IBEW Utilities Labor Agreement will increase on an average by 3%.

IBEW WWT Labor Agreement will increase on an average by 3%.

FOP Labor Agreement will increase by 2.5%.

Non-Union will increase on an average by 1.5% plus 1.5% increase to retirement contribution.

The wages represented in this proposed Ordinance are included in the proposed 2018/2019 fiscal year budget.

## **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 proposed Salary Ordinance No. 9701.

## **Sample Motion**

Move to approve Salary Ordinance No. 9701.

## ORDINANCE NO. 9701

An ordinance to amend Ordinance 9697 known as the Salary Ordinance which lists the currently occupied classifications of officers and employees of the City of Grand Island, Nebraska and established the ranges of compensation of such officers and employees; to rename the IBEW Service/Clerical union to IBEW Service/Clerical/Finance union; remove the non-union position and salary range of CADD Operator; to move the non-union position and salary range of Biosolids Technician to the IBEW Wastewater Treatment Plant labor agreement; to add the non-union position and salary range of HPSP Office Clerk; to add the non-union position and salary range of Administrative Coordinator – Public Works; to rename the IBEW Wastewater Treatment Plant position and salary range of Maintenance Mechanic II to Lead Maintenance Mechanic; to add the IBEW Wastewater Treatment Plant position and salary range of Lead Maintenance Worker; to move the IBEW Wastewater Treatment Plant position and salary range of Wastewater Clerk to the IBEW Service/Clerical/Finance labor agreement and rename to Wastewater Secretary; to move the IBEW Finance positions of Accounting Clerk, Cashier, Payroll Clerk and Senior Accounting Clerk to the IBEW Service/Clerical/Finance labor agreement; to remove the IBEW Service/Clerical/Finance positions and salary ranges of Community Development Specialist and Finance Secretary; to move the IBEW Service/Clerical/Finance position of Stormwater Program Manager to the IBEW Wastewater Treatment Plant labor agreement; to move the IBEW Service/Clerical/Finance positions of Community Development Administrator and Planning Technician to non-union; to rename the position of Planning Technician to Planner I; to amend the salary ranges of non-union employees; to amend the salary ranges of employees covered under the AFSCME labor agreement; to amend the salary ranges of employees covered under the FOP labor agreement; to amend the salary ranges of employees covered under the IBEW Service/Clerical/Finance labor

Approved as to Form    ☐ \_\_\_\_\_  
                                       ☒ City Attorney

ORDINANCE NO. 9701 (Cont.)

agreement; to amend the salary ranges of employees covered under the IBEW Utilities labor agreement; to amend the salary ranges of employees covered under the IBEW Wastewater Treatment Plant labor agreement; ~~to add the position and salary range of Lead Wastewater Plant Operator to the IBEW WWTP labor agreement;~~ and to repeal those portions of Ordinance No. 9697 and any parts of other ordinances in conflict herewith; to provide for severability; to provide for the effective date thereof; and to provide for publication of this ordinance in pamphlet form.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA:

SECTION 1. The currently occupied classifications of officers and general employees of the City of Grand Island, and the ranges of compensation (salary and wages, excluding shift differential as provided by Personnel Rules & Regulations) to be paid for such classifications, and the number of hours and work period which certain officers and general employees shall work prior to overtime eligibility are as follows:

Classification	Hourly Pay Range Min/Max	Overtime Eligibility
Accountant	<a href="#">25.0420/36.7545</a> <a href="#">25.4176/37.3059</a>	Exempt
Accounting Technician – Solid Waste	<a href="#">20.1118/25.2200</a> <a href="#">20.4135/25.5983</a>	40 hrs/week
<a href="#">Administrative Coordinator – Public Works</a>	<a href="#">21.0448/30.1839</a>	<a href="#">40 hrs/week</a>
Assistant to the City Administrator	<a href="#">23.6076/33.2328</a> <a href="#">23.9618/33.7313</a>	Exempt
Assistant Finance Director	<a href="#">33.9866/49.0855</a> <a href="#">34.4964/49.8218</a>	Exempt
Assistant Public Works Director/Engineering	<a href="#">38.9075/58.6000</a> <a href="#">39.4911/60.6920</a>	Exempt
Assistant Utilities Director – Engineering/Business Operations	<a href="#">52.4196/75.5731</a> <a href="#">53.2059/76.7068</a>	Exempt
Assistant Utilities Director – Production	<a href="#">54.4194/77.3596</a> <a href="#">55.2358/78.5200</a>	Exempt

ORDINANCE NO. 9701 (Cont.)

<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	<b>Overtime Eligibility</b>
Assistant Utilities Director – Transmission	<a href="#">54.4194/79.5179</a> <a href="#">55.2358/80.7106</a>	Exempt
Attorney	<a href="#">32.8943/48.8298</a> <a href="#">33.3878/49.5623</a>	Exempt
<del>Biosolids Technician</del>	<a href="#">19.9492/30.2055</a>	<del>40 hrs/week</del>
Building Department Director	<a href="#">38.9156/57.9988</a> <a href="#">39.4994/58.8688</a>	Exempt
<del>CADD Operator</del>	<a href="#">21.7392/31.2635</a>	<del>40 hrs/week</del>
Cemetery Superintendent	<a href="#">24.9930/37.0264</a> <a href="#">25.3679/37.5818</a>	Exempt
City Administrator	<a href="#">71.4964/83.4798</a> <a href="#">72.5689/84.7320</a>	Exempt
City Attorney	<a href="#">48.0254/66.6890</a> <a href="#">48.7458/67.6894</a>	Exempt
City Clerk	<a href="#">32.1275/43.2299</a> <a href="#">32.6094/43.8784</a>	Exempt
Civil Engineer I	<a href="#">30.9104/43.9238</a> <a href="#">31.3740/44.5826</a>	Exempt
Civil Engineer II	<a href="#">35.0776/50.5140</a> <a href="#">35.6038/51.2718</a>	Exempt
Civil Engineering Manager – Utility PCC	<a href="#">43.7585/60.9521</a> <a href="#">44.4149/64.5361</a>	Exempt
Collection System Supervisor	<a href="#">25.2062/36.6306</a> <a href="#">25.5843/37.1801</a>	40 hrs/week
<del>Community Development Administrator</del>	<a href="#">22.2152/31.9410</a>	<del>40 hrs/week</del>
Community Service Officer – Part time	<a href="#">16.3821/22.3330</a> <a href="#">16.6145/22.9328</a>	40 hrs/week
Custodian – Library, Police	<a href="#">14.6526/20.9826</a> <a href="#">14.8724/21.2973</a>	40 hrs/week
Customer Service Representative – Part time	<a href="#">10.1816/14.0817</a> <a href="#">10.3343/14.2929</a>	40 hrs/week
Customer Service Team Leader	<a href="#">20.4821/28.0380</a> <a href="#">20.7894/28.4586</a>	Exempt
Electric Distribution Superintendent	<a href="#">38.0495/52.6906</a> <a href="#">40.8173/53.4810</a>	Exempt
Electric Distribution Supervisor	<a href="#">32.1304/46.4077</a> <a href="#">38.8735/50.3708</a>	40 hrs/week
Electric Underground Superintendent	<a href="#">33.8855/48.8524</a> <a href="#">34.3938/50.3708</a>	Exempt
Electrical Engineer I	<a href="#">29.3018/42.3606</a> <a href="#">29.7414/42.9960</a>	Exempt
Electrical Engineer II	<a href="#">33.9868/49.0856</a> <a href="#">34.4966/49.8219</a>	Exempt
Emergency Management Deputy Director	<a href="#">27.5291/40.4906</a> <a href="#">27.9420/41.0980</a>	Exempt

ORDINANCE NO. 9701 (Cont.)

<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	<b>Overtime Eligibility</b>
Emergency Management Director	<a href="#">39.1800/57.9988</a> <a href="#">39.7678/58.8688</a>	Exempt
Engineer I – Public Works	<a href="#">31.9298/45.3644</a> <a href="#">32.4088/46.0449</a>	Exempt
Engineer I – WWTP	<a href="#">31.9298/44.9241</a> <a href="#">32.4088/45.5980</a>	Exempt
Engineering Technician - WWTP	<a href="#">21.6888/29.9419</a> <a href="#">22.3395/30.8402</a>	40 hrs/week
Equipment Operator - Solid Waste	<a href="#">18.8402/27.0280</a> <a href="#">19.1228/27.4334</a>	40 hrs/week
Finance Director	<a href="#">44.5620/67.8909</a> <a href="#">45.2304/68.9093</a>	Exempt
Finance Operations Supervisor	<a href="#">23.5153/33.0311</a> <a href="#">23.8680/33.5266</a>	Exempt
Fire Chief	<a href="#">43.8841/66.8839</a> <a href="#">44.5425/67.8870</a>	Exempt
Fire EMS Division Chief	<a href="#">37.2284/53.9871</a> <a href="#">37.7869/54.7969</a>	Exempt
Fire Operations Division Chief	<a href="#">37.2284/53.9871</a> <a href="#">37.7869/54.7969</a>	Exempt
Fire Prevention Division Chief	<a href="#">36.4315/52.2063</a> <a href="#">36.9780/52.9894</a>	Exempt
Fleet Services Shop Foreman	<a href="#">24.8053/37.0367</a> <a href="#">25.1774/37.5923</a>	40 hrs/week
GIS Coordinator - PW	<a href="#">29.0889/43.3841</a> <a href="#">29.5253/44.0349</a>	Exempt
Golf Course Superintendent	<a href="#">25.6180/36.9726</a> <a href="#">26.0023/37.5273</a>	Exempt
Grounds Management Crew Chief – Cemetery	<a href="#">21.5304/31.1900</a> <a href="#">21.8534/31.6579</a>	40 hrs/week
Grounds Management Crew Chief – Parks	<a href="#">22.9087/32.8811</a> <a href="#">23.2523/33.3743</a>	40 hrs/week
<a href="#">HPSP Office Clerk</a>	<a href="#">17.0920/23.6820</a>	<a href="#">40 hrs/week</a>
Human Resources Director	<a href="#">39.2863/58.6741</a> <a href="#">39.8756/59.5543</a>	Exempt
Human Resources Benefits/Risk Mgmt Coordinator	<a href="#">23.8470/35.2851</a> <a href="#">24.2047/35.8144</a>	40 hrs/week
Human Resources Recruiter	<a href="#">23.8470/35.2851</a> <a href="#">24.2047/35.8144</a>	40 hrs/week
Human Resources Specialist	<a href="#">23.8470/35.2851</a> <a href="#">24.2047/35.8144</a>	40 hrs/week
Information Technology Manager	<a href="#">38.1246/57.5444</a> <a href="#">38.6965/58.4076</a>	Exempt
Legal Secretary	<a href="#">21.3052/28.7935</a> <a href="#">21.6248/29.2254</a>	40 hrs/week

ORDINANCE NO. 9701 (Cont.)

<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	<b>Overtime Eligibility</b>
Librarian I	<a href="#"><u>23.5150/29.8553</u></a> <a href="#"><u>23.8678/31.7959</u></a>	Exempt
Librarian II	<a href="#"><u>26.2548/33.4820</u></a> <a href="#"><u>26.6486/35.6584</u></a>	Exempt
Library Assistant I	<a href="#"><u>14.3559/20.7473</u></a> <a href="#"><u>15.2890/22.0959</u></a>	40 hrs/week
Library Assistant II	<a href="#"><u>17.7411/25.1156</u></a> <a href="#"><u>18.8943/26.7481</u></a>	40 hrs/week
Library Director	<a href="#"><u>42.3759/64.8136</u></a> <a href="#"><u>43.0115/65.7858</u></a>	Exempt
Library Page	<a href="#"><u>10.2060/14.0796</u></a> <a href="#"><u>10.8694/14.9948</u></a>	40 hrs/week
Library Secretary	<a href="#"><u>16.8394/23.3320</u></a> <a href="#"><u>17.0920/23.6820</u></a>	40 hrs/week
Maintenance Worker – Golf	<a href="#"><u>16.4369/25.7469</u></a> <a href="#"><u>16.6835/26.1331</u></a>	40 hrs/week
Meter Reader Supervisor	<a href="#"><u>23.5153/30.5976</u></a> <a href="#"><u>23.8680/31.0566</u></a>	Exempt
MPO Program Manager	<a href="#"><u>25.5386/38.3336</u></a> <a href="#"><u>25.9216/38.9086</u></a>	Exempt
Office Manager – Police Department	<a href="#"><u>19.9156/28.6495</u></a> <a href="#"><u>20.2143/29.0792</u></a>	40 hrs/week
Parks and Recreation Director	<a href="#"><u>42.6304/64.8620</u></a> <a href="#"><u>43.2699/65.8349</u></a>	Exempt
Parks Superintendent	<a href="#"><u>31.7524/47.0128</u></a> <a href="#"><u>32.2288/47.7180</u></a>	Exempt
Payroll Specialist	<a href="#"><u>20.5197/29.7956</u></a> <a href="#"><u>20.8275/30.2425</u></a>	40 hrs/week
<a href="#"><u>Planner I</u></a>	<a href="#"><u>24.4580/34.4113</u></a> <a href="#"><u>40.5175/61.1830</u></a>	<a href="#"><u>40 hrs/week</u></a>
Planning Director	<a href="#"><u>41.1253/62.1008</u></a> <a href="#"><u>37.3229/53.7815</u></a>	Exempt
Police Captain	<a href="#"><u>37.8828/54.5883</u></a> <a href="#"><u>46.2620/67.9351</u></a>	Exempt
Police Chief	<a href="#"><u>46.9559/68.9541</u></a> <a href="#"><u>35.5371/48.0134</u></a>	Exempt
Power Plant Maintenance Supervisor	<a href="#"><u>36.0700/48.7336</u></a> <a href="#"><u>37.7260/52.1594</u></a>	Exempt
Power Plant Operations Supervisor	<a href="#"><u>38.2919/52.9418</u></a> <a href="#"><u>42.7013/60.5861</u></a>	Exempt
Power Plant Superintendent – Burdick	<a href="#"><u>43.3419/61.4949</u></a> <a href="#"><u>49.2281/69.8144</u></a>	Exempt
Power Plant Superintendent – PGS	<a href="#"><u>49.9665/70.8616</u></a> <a href="#"><u>28.2585/42.1368</u></a>	Exempt
Public Information Officer	<a href="#"><u>28.6824/42.7689</u></a>	Exempt

ORDINANCE NO. 9701 (Cont.)

<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	<b>Overtime Eligibility</b>
Public Works Director	<a href="#">45.8640/68.3250</a> <a href="#">46.5520/69.3499</a>	Exempt
Public Works Engineer	<a href="#">33.3344/48.2010</a> <a href="#">33.8344/48.9240</a>	Exempt
Receptionist	<a href="#">16.2370/25.5802</a> <a href="#">16.7278/26.3534</a>	40 hrs/week
Recreation Coordinator	<a href="#">23.5145/33.6513</a> <a href="#">23.8673/34.1561</a>	Exempt
Recreation Superintendent	<a href="#">32.4386/49.4218</a> <a href="#">32.9251/50.1631</a>	Exempt
Regulatory and Environmental Manager	<a href="#">39.3449/53.8784</a> <a href="#">39.9351/57.4829</a>	Exempt
<a href="#">Senior Civil Engineer</a>	<a href="#">35.8250/53.1100</a>	<a href="#">Exempt</a>
Senior Electrical Engineer	<a href="#">38.5745/53.7141</a> <a href="#">39.1531/54.9101</a>	Exempt
Senior Public Safety Dispatcher	<a href="#">19.9491/26.7956</a> <a href="#">20.2483/27.1975</a>	40 hrs/week
Senior Utility Secretary	<a href="#">19.3261/25.9884</a> <a href="#">19.6160/26.7083</a>	40 hrs/week
Shooting Range Superintendent	<a href="#">28.3884/42.9764</a> <a href="#">28.8143/43.6210</a>	Exempt
Solid Waste Division Clerk - Full Time	<a href="#">19.5948/24.7660</a> <a href="#">19.8887/25.1375</a>	40 hrs/week
Solid Waste Division Clerk - Part Time	<a href="#">17.4470/22.4888</a> <a href="#">17.9704/23.1635</a>	40 hrs/week
Solid Waste Foreman	<a href="#">22.7440/31.7591</a> <a href="#">23.0852/32.2355</a>	40 hrs/week
Solid Waste Superintendent	<a href="#">33.1380/48.8771</a> <a href="#">33.6351/49.6103</a>	Exempt
Street Superintendent	<a href="#">31.5101/46.8878</a> <a href="#">31.9828/47.5911</a>	Exempt
Street Foreman	<a href="#">24.1698/35.4161</a> <a href="#">24.5323/35.9473</a>	40 hrs/week
Transit Program Manager	<a href="#">27.2356/39.1203</a> <a href="#">27.6441/39.7070</a>	Exempt
Turf Management Specialist	<a href="#">23.0237/32.5926</a> <a href="#">23.3691/33.0815</a>	40 hrs/week
Utilities Director	<a href="#">74.5524/99.3789</a> <a href="#">75.6708/100.8696</a>	Exempt
Utility Production Engineer	<a href="#">38.0339/56.0660</a> <a href="#">38.6044/56.9070</a>	Exempt
Utility Warehouse Supervisor	<a href="#">26.9010/37.8519</a> <a href="#">27.3045/38.4197</a>	40 hrs/week
Victim Assistance Unit Coordinator	<a href="#">16.4543/24.0026</a> <a href="#">16.7011/24.3626</a>	40 hrs/week

ORDINANCE NO. 9701 (Cont.)

<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	<b>Overtime Eligibility</b>
Victim/Witness Advocate	<a href="#"><u>15.0826/22.0017</u></a> <a href="#"><u>15.3088/22.3317</u></a>	40 hrs/week
Wastewater Plant Chief Operator	<a href="#"><u>24.1472/35.1586</u></a> <a href="#"><u>24.5094/35.6860</u></a>	40 hrs/week
Wastewater Plant Engineer	<a href="#"><u>34.6253/52.9966</u></a> <a href="#"><u>35.1446/53.7915</u></a>	Exempt
Wastewater Plant Operations Engineer	<a href="#"><u>33.4478/50.0133</u></a> <a href="#"><u>33.9495/50.7635</u></a>	Exempt
Wastewater Plant Maintenance Supervisor	<a href="#"><u>25.7302/36.5320</u></a> <a href="#"><u>26.1162/37.0800</u></a>	40 hrs/week
Wastewater Plant Regulatory Compliance Manager	<a href="#"><u>33.4501/39.9330</u></a> <a href="#"><u>33.9519/40.5320</u></a>	Exempt
Water Superintendent	<a href="#"><u>31.9568/46.7388</u></a> <a href="#"><u>32.4361/47.4399</u></a>	Exempt
Water Supervisor	<a href="#"><u>25.2435/36.7276</u></a> <a href="#"><u>25.6222/37.2785</u></a>	40 hrs/week
Worker / Seasonal	9.0000/20.0000	Exempt
Worker / Seasonal	9.0000/20.0000	40 hrs/week
Worker / Temporary	9.0000/20.0000	40 hrs/week
Worker / Parks & Recreation Part time	9.0000/20.0000	40 hrs/week

ORDINANCE NO. 9701 (Cont.)

A shift differential of twenty-five cents (\$0.25) per hour shall be added to the base hourly wage for persons in the employee classification Senior Public Safety Dispatcher who work any hours or portion thereof ~~that begins~~ between 3:00 p.m. and 11:00 p.m. Employees who work any hours or portion thereof from 11:00 p.m. to 7:00 a.m. will receive a shift differential of thirty-five cents \$0.25(\$0.35) per hour. This does not include persons who work the day shift. Shift differential will only be paid for actual hours worked. Paid leave will not qualify for the shift differential pay.

Aquatics staff who refer new lifeguards will receive a stipend for the referral, upon meeting the following criteria:

- The referral cannot have worked as a City of Grand Island lifeguard in the past.
- The referral must pass a background check, complete and pass a free lifeguard class, and work for at least 80 hours.
- Aquatics staff shall be paid for their referral as follows:
  - 1 referral – \$50.00
  - 2 referrals - \$75.00
  - 3 or more referrals - \$100.00

SECTION 2. The currently occupied classifications of employees of the City of Grand Island included under the AFSCME labor agreement, and the ranges of compensation (salary and wages, excluding shift differential as provided by contract) to be paid for such classifications, and the number of hours and work period which certain such employees included under the AFSCME labor agreement shall work prior to overtime eligibility are as follows:

Classification	Hourly Pay Range Min/Max	Overtime Eligibility
Equipment Operator – Streets	<u>20.2573/30.0084</u> <u>20.8650/30.9087</u>	40 hrs/week

ORDINANCE NO. 9701 (Cont.)

<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	<b>Overtime Eligibility</b>
Fleet Services Mechanic	<a href="#">22.6354/33.5361</a> <a href="#">23.3145/34.5422</a>	40 hrs/week
Horticulturist	<a href="#">23.2001/34.4339</a> <a href="#">23.8961/35.4669</a>	40 hrs/week
Maintenance Worker – Cemetery	<a href="#">19.1529/28.3966</a> <a href="#">19.7275/29.2485</a>	40 hrs/week
Maintenance Worker – Parks	<a href="#">18.8928/28.0271</a> <a href="#">19.4596/28.8679</a>	40 hrs/week
Maintenance Worker – Streets	<a href="#">18.8841/27.9944</a> <a href="#">19.4506/28.8342</a>	40 hrs/week
Senior Equipment Operator – Streets	<a href="#">21.7407/32.2452</a> <a href="#">22.3929/33.2126</a>	40 hrs/week
Senior Maintenance Worker – Streets	<a href="#">21.5907/32.0228</a> <a href="#">22.2384/32.9835</a>	40 hrs/week
Traffic Signal Technician	<a href="#">21.4414/31.8015</a> <a href="#">22.0846/32.7555</a>	40 hrs/week

SECTION 3. The currently occupied classifications of employees of the City of Grand Island included under the IBEW [Utilities](#) labor agreements, and the ranges of compensation (salary and wages, excluding shift differential as provided by contract) to be paid for such classifications, and the number of hours and work period which certain such employees included under the IBEW [Utilities](#) labor agreements shall work prior to overtime eligibility are as follows:

<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	<b>Overtime Eligibility</b>
<a href="#">Accounting Clerk</a>	<a href="#">17.7758/23.5229</a>	<a href="#">40 hrs/week</a>
Administrative Assistant-Utilities	<a href="#">19.9718/28.7466</a> <a href="#">20.9460/29.8445</a>	40 hrs/week
<a href="#">Cashier</a>	<a href="#">16.7924/22.8825</a>	<a href="#">40 hrs/week</a>
Custodian	<a href="#">17.3168/20.7680</a> <a href="#">17.3168/21.0872</a>	40 hrs/week
Electric Distribution Crew Chief	<a href="#">35.0781/45.0560</a> <a href="#">37.0224/47.9722</a>	40 hrs/week
Electric Underground Crew Chief	<a href="#">35.0781/45.0560</a> <a href="#">37.0224/47.9722</a>	40 hrs/week
Engineering Technician I	<a href="#">22.0667/30.5436</a> <a href="#">23.8510/32.0670</a>	40 hrs/week
Engineering Technician II	<a href="#">27.5224/36.9386</a> <a href="#">29.9718/39.4988</a>	40 hrs/week

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Classification	Hourly Pay Range Min/Max	Overtime Eligibility
Instrument Technician	<del>31.9675/42.1791</del> <u>33.1614/43.7035</u>	40 hrs/week
Lineworker Apprentice	<del>23.7367/34.0205</del> <u>25.1723/35.3408</u>	40 hrs/week
Lineworker First Class	<del>32.7290/39.6250</del> <u>32.8865/40.7273</u>	40 hrs/week
Materials Handler	<del>26.3770/34.1924</del> <u>28.6888/36.1261</u>	40 hrs/week
Meter Reader	<del>19.3859/25.5225</del> <u>20.1230/26.7263</u>	40 hrs/week
Meter Technician	<del>27.1987/32.9122</del> <u>29.2636/34.7615</u>	40 hrs/week
<del>Payroll Clerk</del>	<del>17.7758/23.5229</del>	<del>40 hrs/week</del>
Power Dispatcher I	<del>30.7068/40.5910</del> <u>32.2196/40.5910</u>	40 hrs/week
Power Dispatcher II	<del>33.8351/44.4444</del> <u>37.0073/46.2622</u>	40 hrs/week
Power Plant Maintenance Mechanic	<del>30.5208/38.7529</del> <u>31.2470/40.4060</u>	40 hrs/week
Power Plant Operator	<del>33.2929/39.3280</del> <u>33.9389/40.6280</u>	40 hrs/week
<del>Senior Accounting Clerk</del>	<del>19.6926/25.7957</del>	<del>40 hrs/week</del>
Senior Engineering Technician	<del>32.8642/41.2114</del> <u>33.0689/42.4548</u>	40 hrs/week
Senior Materials Handler	<del>30.5989/39.8894</del> <u>32.0346/41.7391</u>	40 hrs/week
Senior Meter Reader	<del>22.0869/26.3711</del> <u>27.5281</u>	40 hrs/week
Senior Power Dispatcher	<del>39.8510/51.7230</del> <u>43.1678/53.3108</u>	40 hrs/week
Senior Power Plant Operator	<del>37.3984/46.7852</del> <u>39.0075/47.6899</u>	40 hrs/week
Senior Substation Technician	<del>39.6994/42.3424</del> <u>43.5393</u>	40 hrs/week
Senior Water Maintenance Worker	<del>24.8696/33.3929</del> <u>25.3454/34.6647</u>	40 hrs/week
Substation Technician	<del>37.6973/39.2418</del> <u>38.6434/40.2734</u>	40 hrs/week
Systems Technician	<del>34.5846/42.4335</del> <u>36.7811/43.7215</u>	40 hrs/week
Tree Trim Crew Chief	<del>30.1578/38.5387</del> <u>30.4536/39.9929</u>	40 hrs/week
Utility Electrician	<del>29.7562/39.2376</del> <u>30.8538/40.8122</u>	40 hrs/week
Utility Groundman	<del>20.0125/20.0063</del> <u>28.0000</u>	40 hrs/week
Utility Secretary	<del>18.2740/25.7861</del> <u>19.6654/27.5793</u>	40 hrs/week

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<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	<b>Overtime Eligibility</b>
Utility Technician	<a href="#"><u>29.8950/40.1815</u></a> <a href="#"><u>32.0705/41.3716</u></a>	40 hrs/week
Utility Warehouse Clerk	<a href="#"><u>22.3419/27.8128</u></a> <a href="#"><u>23.0871/28.9806</u></a>	40 hrs/week
Water Maintenance Worker	<a href="#"><u>21.5145/29.2439</u></a> <a href="#"><u>23.0941/30.9200</u></a>	40 hrs/week
Wireworker I	<a href="#"><u>23.6029/34.1615</u></a> <a href="#"><u>23.7176/35.1107</u></a>	40 hrs/week
Wireworker II	<a href="#"><u>32.7290/39.6250</u></a> <a href="#"><u>32.8865/40.7273</u></a>	40 hrs/week

SECTION 4. The currently occupied classifications of employees of the City of Grand Island included under the FOP labor agreement, and the ranges of compensation (salary and wages, excluding shift differential as provided by contract) to be paid for such classifications, and the number of hours and work period which certain such employees included under the FOP labor agreement shall work prior to overtime eligibility are as follows:

<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	
Police Officer	<a href="#"><u>21.4478/32.8582</u></a> <a href="#"><u>21.9840/33.6797</u></a>	
Police Sergeant	<a href="#"><u>26.8440/40.3104</u></a> <a href="#"><u>27.5151/41.3182</u></a>	

OVERTIME ELIGIBILITY

The City has reserved its right to the utilization of the 207(k) FLSA exemption and will implement this as the hours of work effective the first full pay period following the execution of the labor agreement. The pay period for purposes of calculating overtime shall consist of a fourteen (14) day cycle that runs concurrent with the City's current payroll cycle. For purposes of calculating eligibility for overtime, "hours worked" shall include actual hours worked, vacation, personal leave and holiday hours. Employees shall be eligible for overtime when they

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exceed their hours scheduled for work in the fourteen (14) day pay cycle with a minimum of eighty (80) hours. There shall also be established for each employee in the bargaining unit a Training and Special Events bank of thirty (30) hours per individual per contract year. Each employee may be scheduled for training or special event duty with a minimum of seven (7) days notice prior to the commencement of the pay period and the training and special events bank hours may be added to the eighty (80) hour, two (2) week pay period up to eighty-six (86) hours and these hours shall not be eligible for overtime. Training and special events hours worked in excess of eighty-six (86) hours in a two week pay period will be eligible for overtime, but will not be subtracted from the Training and Special Events bank. All work completed after eighty (80) hours in a pay period that is performed for work that is funded by grants from parties outside or other than the City of Grand Island, shall be paid overtime for the time worked after eighty (80) hours, if the time is funded at overtime rates by the grant. Any such grant hours are not deducted from the Training and Special Events bank.

SECTION 5. The currently occupied classifications of employees of the City of Grand Island included under the IAFF labor agreement, and the ranges of compensation (salary and wages, excluding shift differential as provided by contract) to be paid for such classifications, and the number of hours and work period which certain such employees included under the IAFF labor agreement shall work prior to overtime eligibility are as follows:

<b>Classification</b>	<b>Hourly Pay Range Min/Max</b>	<b>Overtime Eligibility</b>
Fire Captain	19.9429/27.6524	212 hrs/28 days
Firefighter / EMT	15.1020/21.9163	212 hrs/28 days
Firefighter / Paramedic	17.0188/24.0361	212 hrs/28 days
Life Safety Inspector	22.9354/32.5426	40 hrs/week
Shift Commander	24.3197/31.8276	212 hrs/28 days

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IAFF employees, with the exception of the Life Safety Inspector, will be eligible for overtime pay for hours worked in excess of 212 hours in each 28-day pay period, unless recall or mandatory overtime is required as specified in the IAFF labor agreement. When an employee is assigned as an Apparatus Operator (not including ambulance or service vehicles) the employee will receive an additional fifty cents (\$.50) per hour.

SECTION 6. The currently occupied classifications of the employees of the City of Grand Island included under the IBEW ~~WWTP~~ [Wastewater Treatment Plant](#) labor agreement, and the ranges of compensation salary and wages, excluding shift differential as provided by contract, to be paid for such classifications, and the number of hours and work period which certain such employees included under the IBEW [Wastewater Treatment Plant](#) ~~WWTP~~ labor agreement shall work prior to overtime eligibility are as follows:

Classification	Hourly Pay Range Min/Max	Overtime Eligibility
Accounting Technician – WWTP	<del>18.2141/25.6290</del> <del>18.3776/26.2964</del>	40 hrs/week
<a href="#">Biosolids Technician</a>	<del>20.7169/31.1405</del>	<a href="#">40 hours/week</a>
Equipment Operator – WWTP	<del>18.4488/25.9593</del> <del>19.1650/26.9327</del>	40 hrs/week
<a href="#">Lead Maintenance Mechanic H</a>	<del>21.8008/30.6760</del> <del>22.2125/31.4897</del>	40 hrs/week
<a href="#">Lead Maintenance Worker</a>	<del>20.6840/29.1045</del> <del>22.3144/31.9892</del>	<a href="#">40 hrs/week</a>
Lead Wastewater Plant Operator	<del>23.0146/32.9929</del>	40 hrs/week
Maintenance Mechanic I	<del>18.8178/26.4785</del> <del>19.1067/27.3618</del>	40 hrs/week
Maintenance Worker – WWTP	<del>19.4706/27.3972</del> <del>19.5859/27.9312</del>	40 hrs/week
<a href="#">Wastewater Clerk</a>	<del>15.5592/21.8931</del>	<a href="#">40 hrs/week</a>
<a href="#">Stormwater Program Manager</a>	<del>22.6923/32.5421</del>	<a href="#">40 hrs/week</a>
Wastewater Plant Laboratory Technician	<del>20.3696/28.6620</del> <del>20.9751/29.3886</del>	40 hrs/week
Wastewater Plant Operator I	<del>18.3622/25.8377</del> <del>18.9093/26.5922</del>	40 hrs/week
Wastewater Plant Operator II	<del>20.4815/28.8197</del> <del>21.2008/29.8757</del>	40 hrs/week

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Employees covered under the IBEW Wastewater Treatment Plant labor agreement who are regularly scheduled to work swing shift will receive an additional ~~twenty-five (\$0.25)~~<sup>15</sup> cents (\$0.15) per hour; employees who are regularly scheduled to work graveyard shift will receive an additional ~~25~~ <sup>thirty-five</sup> cents (\$0.~~25~~<sup>35</sup>) per hour for wages attributable to those shifts. ~~One lead Maintenance Worker covered under the IBEW Wastewater Treatment Plant labor agreement may receive forty dollars (\$40) per pay period stipend.~~

SECTION 7. The currently occupied classifications of the employees of the City of Grand Island included under the IBEW-Service/Clerical/Finance labor agreement, and the ranges of compensation salary and wages to be paid for such classifications, and the number of hours and work period which certain such employees included under the IBEW-Service/Clerical/Finance labor agreement shall work prior to overtime eligibility are as follows:

Classification	Hourly Pay Range Min/Max	Overtime Eligibility
<u>Accounting Clerk</u>	<u>17.7758/24.2708</u>	<u>40 hrs/week</u>
Accounting Technician – Streets	<u>19.2314/25.6718</u> <u>19.9200/26.4282</u>	40 hrs/week
Accounts Payable Clerk	<u>17.7219/25.6402</u> <u>18.4984/26.5419</u>	40 hrs/week
Administrative Assistant-Bldg, Fire, Parks, Planning	20.0426/28.7466	40 hrs/week
<u>Administrative Assistant – Public Works</u>	<u>20.4207/29.3814</u>	<u>40 hr/week</u>
<del>Administrative Assistant – Parks</del>	<del>20.0426/28.7466</del>	<del>40 hrs/week</del>
Audio Video Technician	<u>19.8525/28.0067</u> <u>21.2374/29.4381</u>	40 hrs/week
Building Inspector	<u>22.3577/31.7228</u> <u>22.7509/32.9099</u>	40 hrs/week
<u>Cashier</u>	<u>17.2814/23.6180</u>	<u>40 hrs/week</u>
<del>Community Development Administrator</del>	<del>21.8869/31.4690</del>	<del>40 hrs/week</del>
<del>Community Development Specialist</del>	<del>20.0901/28.8148</del>	<del>40 hrs/week</del>
Community Service Officer	<u>16.3821/22.3330</u> <u>16.6145/22.9328</u>	40 hrs/week
Computer Operator	23.8896/ <del>31.4043</del> <u>31.8635</u>	40 hrs/week
<del>Computer Programmer</del>	<del>24.1507/35.3935</del>	<del>40 hrs/week</del>
Computer Technician	<u>24.6061/32.3470</u>	40 hrs/week

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	<a href="#">24.7416/33.5337</a>	
Crime Analyst	<a href="#">21.6518/30.7380</a> <a href="#">22.6482/31.1060</a>	40 hrs/week
Electrical Inspector	<a href="#">22.3577/31.7228</a> <a href="#">22.8055/32.8844</a>	40 hrs/week
Emergency Management Coordinator	<a href="#">20.0426/28.7466</a> <a href="#">20.4171/29.3814</a>	40 hrs/week
Engineering Technician – Public Works	<a href="#">21.6837/30.5812</a> <a href="#">22.3539/31.5264</a>	40 hrs/week
Evidence Technician	<a href="#">17.0568/24.9604</a> <a href="#">17.9858/26.2599</a>	40 hrs/week
<del>Finance Secretary</del>	<a href="#">17.4735/24.8327</a>	<a href="#">40 hrs/week</a>
GIS Coordinator	<a href="#">27.8771/39.1170</a> <a href="#">28.7388/41.3762</a>	40 hrs/week
Maintenance Worker I – Building, Library, <del>Police</del>	16.8177/ <a href="#">22.7602/23.1103</a>	40 hrs/week
Maintenance Worker II – Building, <del>Library</del> , Police	<a href="#">17.7229/24.0253</a> <a href="#">18.4044/24.8862</a>	40 hrs/week
<del>Payroll Clerk</del>	<a href="#">18.6910/25.2615</a>	<a href="#">40 hrs/week</a>
<del>Planning Technician</del>	<a href="#">24.0966/33.9028</a>	<a href="#">40 hrs/week</a>
Plans Examiner	<a href="#">23.3529/33.1351</a> <a href="#">23.3889/33.8515</a>	40 hrs/week
Plumbing/ <del>Mechanical</del> Inspector	<a href="#">22.3577/31.7228</a> <a href="#">22.8092/32.7715</a>	40 hrs/week
Police Records Clerk – <del>Full Time</del>	<a href="#">15.6742/21.8178</a> <a href="#">16.7092/23.7332</a>	40 hrs/week
Public Safety Dispatcher	<a href="#">16.9834/24.8081</a> <a href="#">18.4432/25.9508</a>	40 hrs/week
<del>Senior Accounting Clerk</del>	<a href="#">19.7576/26.6310</a>	<a href="#">40 hrs/week</a>
Shooting Range Operator	<a href="#">23.3967/31.7146</a> <a href="#">24.2995/32.8535</a>	40 hrs/week
<del>Wastewater Secretary</del>	<a href="#">18.8374/26.5845</a>	<a href="#">40 hrs/week</a>
<del>Stormwater Program Manager</del>	<a href="#">22.0597/31.1116</a>	<a href="#">40 hrs/week</a>

[The hourly rates for Community Service Officers training new Community Service Officers shall increase three percent \(3%\) during the training period.](#)

SECTION 8. A shift differential of [twenty-five cents \(\\$0.~~15~~25\)](#) per hour shall be added to the base hourly wage for persons in the employee classification Public Safety Dispatcher who work ~~any hours or a portion thereof a complete shift~~ between 3:00 p.m. and 11:00 p.m. [A shift differential of thirty-five cents \(\\$0.35\) per hour shall be added to the base](#)

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hourly wage for persons in the employee classification of Public Safety Dispatcher who work a complete shift between ~~Employees who work any hours or portion thereof from~~ 11:00 p.m. to 7:00 a.m. ~~will receive a shift differential of \$0.25 per hour.~~ This does not include persons who work the day shift. Shift differential will only be paid for actual hours worked. Paid leave will not qualify for the shift differential pay. A shift differential of \$0.25 per hour shall be added to the base hourly wage for persons who work rotating shifts covered by the IBEW Utilities labor agreement in the employee classifications of Power Dispatcher I, Power Dispatcher II, Power Plant Operator, Senior Power Dispatcher and Senior Power Plant Operator. All employees covered under the FOP labor agreement and are regularly assigned to a shift whose majority of hours occur between 1800 hours and 0600 hours, shall be paid an additional thirty-five cents (\$0.35) per hour. Full time employees covered in the AFSCME labor agreement normally assigned to a work schedule commencing between 4 a.m. and 11 a.m., who are temporarily assigned to a work schedule commencing before 4 a.m. or after 11 a.m., shall receive a shift differential of twenty-five cents (\$0.25) per hour added to the base hourly rate for the hours worked during such temporary assignment. Full time employees covered in the IBEW Wastewater Treatment Plant labor agreement who are regularly scheduled to work swing shift will receive an additional twenty-five cents (\$0.25) per hour; employees who are regularly schedule to work graveyard shift will receive an additional thirty-five cents (\$0.35) per hour for wages attributable to those shifts. Employees working twelve (12) or ten (10) hour shifts will receive an additional twenty-five cents (\$0.25) per hour for wages attributable to the evening shift.

The classification of employees included under labor agreements with the City of Grand Island, and the ranges of compensation (salary and wages, excluding shift differential as

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provided by contract) to be paid for such classifications, and the number of hours and work period which certain such employees shall work prior to overtime eligibility are as stated above.

Each employee, covered by the IAFF labor agreement, after their first year, except Life Safety Inspector, will be credited ~~five~~ Five hundred ~~Hundred twenty~~ Twenty-five dollars (\$525.00) annual credit to be used for the purchase of the uniform item purchases as needed. New hires will receive ~~four~~ Four hundred ~~Hundred~~ dollars (\$400.00) credit for the purchase of initial uniforms. After probation they shall receive an additional ~~five~~ Five hundred ~~Hundred~~ dollars (\$500.00) for the purchase of a Class A uniform or other items as necessary. All employees of the FOP labor agreement shall be paid a clothing and uniform allowance in addition to regular salary at the rate of Three Hundred Twenty-five dollars (\$325.00) semi-annually. If any such employee covered by the FOP labor agreement shall resign, or his or her employment be terminated for any reason whatsoever, the clothing allowance shall be paid on a prorata basis, but no allowance shall be made for a fraction of a month. New employees covered by the IBEW Utilities labor agreement who are required to wear full fire retardant (FR) clothing will be eligible for a one-time reimbursement up to One Thousand Two Hundred dollars (\$1,200.00) to purchase or rent required uniforms. All other employees required to wear full FR clothing will be eligible for reimbursement up to ~~-Seven Hundred~~ (\$700.00) in Years 1 and 2; in Year 3 eligible up to One Thousand dollars (\$1,000.00). The non-union position of Meter Reader Supervisor who are required to wear full fire retardant clothing will be eligible for an annual stipend of Seven Hundred dollars (\$700.00) in Years 1 and 2; in Year 3 eligible up to One Thousand dollars (\$1,000.00) to purchase or rent required uniforms. Those employees who are required to wear partial fire retardant clothing will be eligible for an annual stipend of Three Hundred Fifty dollars (\$350.00). Employees will be reimbursed for said purchases with a receipt

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showing proof of purchase. ~~Employees covered by the IBEW Service/Clerical labor agreement in the Community Service Officer Full Time position shall be paid a uniform allowance at the rate of \$10.00 per pay period.~~ Employees in the non-union Community Service Officer Part Time position shall be paid a prorated uniform allowance based on hours worked, not to exceed ~~\$10.00~~ Twenty-five dollars (\$25.00) per pay period. Full-time Community Services Officers shall be paid a uniform allowance at the rate of Twenty-five dollars (\$25.00) per pay period.

Fire Chief and Fire Division Chiefs shall be paid a clothing allowance of Four Hundred Eighty-four dollars and eight cents (\$484.08) per year, divided into twenty-four (24) pay periods. Police Chief and Police Captains shall be paid a clothing allowance of Six hundred Fifty dollars (\$650.00) per year, divided into twenty-six (26) pay periods.

Non-union employees and employees covered by the AFSCME labor agreement, FOP labor agreement, ~~the~~ IAFF labor agreement, ~~the~~ IBEW - ~~Finance~~, Service/Clerical/Finance and Wastewater Treatment Plant labor agreements may receive an annual stipend not to exceed One Thousand Five Hundred dollars (\$1,500.00) for bilingual pay.

Employees covered by the AFSCME labor agreement shall be granted a meal allowance of Ten Dollars (\$4.50-10.00) if they are required to work two (2) hours overtime consecutively with their normal working hours during an emergency situation, and if such overtime would normally interfere with and disrupt the employee's normal meal schedule.

Employees covered by the IBEW - Utilities labor agreement and the IBEW – Wastewater Treatment Plant labor agreement shall be allowed a meal allowance for actual cost, or up to Twelve dollars (\$12.00) per meal, if they are required to work two (2) hours overtime consecutively with their normal working hours and if such overtime would normally interfere with and disrupt the employee's normal meal schedule. Direct supervisors of employees who are

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covered by labor agreements which allow overtime meal allowance shall be entitled to the same meal allowance benefit. Non-exempt direct supervisors of employees who are covered by labor agreements which allow stand-by pay shall be entitled to the same stand-by pay benefit.

~~Employees covered by the FOP labor agreement who are directed to be on stand-by duty by the Chief of Police or Police Captain shall receive one (1) hour of straight time pay for each eight (8) hours of standby duty or fraction thereof, that occurs between regularly assigned duty shifts. In the event that an employee covered by the FOP labor agreement is called in to work while off duty, the employee shall be paid for a minimum of two (2) hours at one and one-half (1.5) the regular rate of pay and for any additional time worked thereafter.~~

Utilities Department personnel in the IBEW bargaining unit and the classifications of Meter Reader Supervisor, Power Plant Superintendent, Power Plant Supervisor, Electric Distribution Superintendent, Electric Distribution Supervisor, Water Superintendent, Water Supervisor, and Electric Underground Superintendent shall be eligible to participate in a voluntary uniform program providing an allowance up to Eighteen dollars (\$18.00) per month. When protective clothing is required for personnel covered by the IBEW Utilities ~~Department~~ and IBEW Wastewater Treatment Plant ~~personnel covered by the IBEW~~ labor agreements and employees covered by the AFSCME labor agreement, except the Fleet Services Division of the Public Works Department, the City shall pay sixty percent (60%) of the actual cost of providing and cleaning said clothing and the employees forty percent (40%) of said cost. Full-time Fleet Services personnel shall receive a uniform allowance of Twelve Dollars (\$12) biweekly. Public Works Department personnel in the job classifications of Fleet Services Shop Foreman and Fleet Services Mechanic shall receive a tool allowance of Thirty dollars (\$30.00) ~~\$15~~ biweekly. ~~The City will reimburse 60% of the actual cost of providing up to 2 pairs of steel toe or safety toe~~

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~~boots that meets the ANSI standard per contract year for employees covered by the IBEW Wastewater Treatment Plant labor agreement.~~

SECTION 9. Employees shall be compensated for unused medical leave as follows:

(A) All employees covered in the IBEW Utilities labor agreements shall have a contribution to a VEBA made on their behalf for fifty-three percent (53%) of their accumulated medical leave at the time of their retirement, early retirement, or death, not to exceed five hundred eighty-six and eighteen hundredths ~~(586.18)~~ hours ~~([calculated at 53% x 1,106 hours = 586.18 hours])~~, the rate of compensation to be based on the employee's salary at the time of retirement or death. Employees covered in the IAFF labor agreement, with the exception of Life Safety Inspector, shall have a contribution to a VEBA made on their behalf in lieu of payment for thirty-eight percent (38%) of their accumulated medical leave at the time of their retirement, not to exceed five hundred ninety-eight and eighty-eight hundredths hours ~~(598.88)~~ ~~([calculated at 38% x 1,576 hours = 598.88 hours])~~. The Life Safety Inspector shall have a contribution to a VEBA made on their behalf in lieu of payment for fifty percent (50%) of their accumulated medical leave at the time of their retirement, not to exceed five hundred forty-two- ~~(542)~~ hours- ~~([calculated at 50% x 1,084 = 542]-)~~. The amount of contribution will be based upon the employee's salary at the time of retirement. Employees covered by the IBEW Service/Clerical/~~Finance, IBEW Finance, and IBEW Wastewater Treatment Plant~~ labor agreements shall have a contribution to a VEBA made on their behalf in lieu of payment for ~~twenty~~thirty-five percent

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(~~2535~~%) of their accumulated medical leave at the time of retirement, early retirement, or death, based on the employee's salary at the time of retirement, not to exceed four-hundred sixty-eight and sixty-five-hundredths 334.75(468.65) hours (~~[calculated at 2535% x 1,339 hours = 334.75 hours.]~~). Employees covered by the IBEW Wastewater labor agreement shall have a contribution to a VEBA made on their behalf in lieu of payment for thirty-six percent (36%) of their accumulated medical leave at the time of retirement, early retirement, or death, based on the employee's salary at the time of retirement not to exceed four-hundred eighty-two and four-hundredths hours (482.04) [calculated at 36% x 1,339 hours]. Non-union employees shall have a contribution to a VEBA made on their behalf in lieu of payment for fifty percent (50%) of their accumulated medical leave at the time of their retirement, not to exceed five hundred ~~forty-twofifty-three~~ hours (calculated at 50% x ~~1,084 1,106~~ = ~~542553~~). The amount of contribution will be based upon the employee's salary at the time of retirement. Employees ~~hired before October 1, 2014~~ covered by the AFSCME labor agreement shall ~~be paid~~ have a contribution to a VEBA made on their behalf in lieu of payment for thirty-five percent (35%) of their accumulated medical leave bank at the time of their retirement, based on the employee's salary at the time of retirement not to exceed four hundred sixty-eight and sixty-five hundredths hours (~~468.65~~) (~~[calculated at 35% x 1,339 hours = 468.65 hours]~~). ~~Employees hired on or after October 1, 2014, covered by the AFSCME labor agreement will not receive compensation at retirement for unused medical leave.~~ Employees covered under the FOP labor agreement shall be paid thirty-seven and one-half percent

ORDINANCE NO. 9701 (Cont.)

(37.5%) of their accumulated medical leave bank at the time of their retirement, not to exceed four hundred eighty hours ~~(480)~~ ~~[(calculated at 37.5% x 1,280 hours = 480 hrs.)]~~, based on the employee's salary at the time of retirement. If death occurs while in the line of duty, employees covered under the FOP labor agreement shall be paid one hundred percent (100%) of their accumulated medical leave bank at the time of their death, not to exceed ~~one-one~~-thousand ~~two~~ two-hundred eighty (1,280) hours, based on the employee's salary at the time of their death.

(B) The City Administrator and department heads shall have a contribution made to their VEBA for one-half (1/2) of their accumulated medical leave, not to exceed thirty (30) days of pay, upon their resignation, the rate of compensation to be based upon the salary at the time of termination. Compensation for unused medical leave at retirement shall be as provided for non-union employees.

(C) The death of an employee shall be treated the same as retirement, and payment shall be made to the employee's beneficiary or estate for one-half (1/2) of all unused medical leave for non-union employees and as defined in labor agreements for all other employees.

SECTION 10. Non-union employees shall have a contribution made on their behalf to their VEBA account in the amount of Thirty dollars (\$30.00) per pay period. ~~Employees represented by the IBEW Service/Clerical, IBEW Wastewater Treatment Plant, and IBEW Finance labor agreements shall have a contribution made on their behalf to the VEBA account of \$15 per pay period.~~ Employees represented by the IBEW Utilities labor agreement, IBEW Service/Clerical/Finance labor agreement and the IBEW Wastewater Treatment Plant

ORDINANCE NO. 9701 (Cont.)

labor agreement, shall have a contribution made on their behalf to their VEBA account in the amount of Twenty Dollars (\$20.00) per pay period. Employees represented by the IAFF labor agreement shall have a contribution made on their behalf to the VEBA account of Ten Dollars (\$10.00) per pay period.

SECTION 11. An employee, who is represented by the FOP-following labor agreements, shall annually receive longevity pay based upon the total length of service with the City. Such pay shall be effective beginning with the first full pay period following completion of the specified years of service. AFSCME, IBEW-Wastewater Treatment Plant and IBEW Service/Clerical/Finance pay shall be effective the first full pay period in October 2018. Payment shall be made on a prorated basis on each regular pay day. The following rate schedule shall apply for those employees who are represented by the FOP labor agreement:

<u>€Ten (10) years (beginning 11<sup>th</sup> year)—</u>	<u>\$ 645.50;</u>
<u>€Fifteen (15) years (beginning 16<sup>th</sup> year)—</u>	<u>\$ 830.50;</u>
<u>€Twenty (20) years (beginning 21<sup>st</sup> year)—</u>	<u>\$1,032.50;</u>
<u>€Twenty-five (25) years (beginning 26<sup>th</sup> year)—</u>	<u>\$1,247.50;</u>

Those employees who are represented by the AFSCME labor agreement shall annually receive longevity pay as follows:

<u>Five (5) years (beginning 6<sup>th</sup> year)</u>	<u>\$226.00</u>
<u>Ten (10) years (beginning 11<sup>th</sup> year)</u>	<u>\$443.00</u>
<u>Fifteen (15) years (beginning 16<sup>th</sup> year)</u>	<u>\$624.00</u>
<u>Twenty (20) years (beginning 21<sup>st</sup> year)</u>	<u>\$796.00</u>
<u>Twenty-five (25) years (beginning 26<sup>th</sup> year)</u>	<u>\$994.00</u>

Those employees who are represented by the IBEW-Wastewater Treatment Plant and IBEW Service/Clerical/Finance labor agreements shall annually receive longevity pay as follows:

<u>Five (5) years (beginning 6<sup>th</sup> year) -</u>	<u>\$ 226.00</u>
---	------------------

ORDINANCE NO. 9701 (Cont.)

<u>Ten (10) years (beginning 11<sup>th</sup> year) -</u>	<u>\$ 443.00</u>
<u>Fifteen (15) years (beginning 16<sup>th</sup> year) -</u>	<u>\$ 624.00</u>
<u>Twenty (20) years (beginning 21<sup>st</sup> year) -</u>	<u>\$ 796.00</u>
<u>Twenty-five (25) years (beginning 26<sup>th</sup> year) -</u>	<u>\$ 994.00</u>
<u>Forty (40) years (beginning 41<sup>st</sup> year) -</u>	<u>\$1,174.00</u>

SECTION 12. The validity of any section, subsection, sentence, clause, or phrase of this ordinance shall not affect the validity or enforceability of any other section, subsection, sentence, clause, or phrase thereof.

SECTION 13. The adjustments identified herein shall be effective on the date of passage and publication in pamphlet form in one issue of the Grand Island Independent as provided by law, [effective October 14, 2018](#).

SECTION 14. Those portions of Ordinance No. 9697 and all other parts of ordinances in conflict herewith be, and the same are, hereby repealed.

Enacted: August 21, 2018

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

Attest:

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



# **City of Grand Island**

**Tuesday, August 21, 2018**

**Special Meeting**

## **Item G-1**

**Approving Minutes of August 14, 2018 City Council Regular Meeting**

**Staff Contact: RaNae Edwards**

CITY OF GRAND ISLAND, NEBRASKA

MINUTES OF CITY COUNCIL REGULAR MEETING

August 14, 2018

Pursuant to due call and notice thereof, a Regular Meeting of the City Council of the City of Grand Island, Nebraska was conducted in the Council Chambers of City Hall, 100 East First Street, on August 14, 2018. Notice of the meeting was given in *The Grand Island Independent* on August 8, 2018.

Mayor Jeremy L. Jensen called the meeting to order at 7:00 p.m. The following City Council members were present: Mitch Nickerson, Mark Stelk, Chuck Haase, Julie Hehnke, Linna Dee Donaldson, Michelle Fitzke, Vaughn Minton, Roger Steele and Mike Paulick. Councilmember Jeremy Jones was absent. The following City Officials were present: City Administrator Marlan Ferguson, City Clerk RaNae Edwards, Finance Director Patrick Brown, City Attorney Jerry Janulewicz, and Public Works Director John Collins.

INVOCATION was given by Pastor Donald Adams, Evangelical Free Church, 2609 South Blaine Street followed by the PLEDGE OF ALLEGIANCE.

PUBLIC HEARINGS:

Public Hearing on Acquisition of Utility Easement at 2405 S. North Road - Chief Industries. Utilities Director Tim Luchsinger reported that acquisition of a utility easement located at 2405 S. North Road was needed in order to have access to install, upgrade, maintain, and repair power appurtenances, including lines and transformers. This easement would allow the Utilities Department to install, access, operate and maintain a new underground power line and related electrical infrastructure in an area more beneficial to the City and the property owner. Staff recommended approval. No public testimony was heard.

Public Hearing on Acquisition of Utility Easement - 3134 U.S. Highway 34 - Central Community College. Utilities Director Tim Luchsinger reported that acquisition of a utility easement located at 3134 U.S. Highway 34 was needed in order to have access to install, upgrade, maintain, and repair power appurtenances, including lines and transformers. This easement would allow the Utilities Department to install, access, operate and maintain the underground power line and related equipment which provides service to the remodeled Center for Health and Technical Sciences buildings. Staff recommended approval. No public testimony was heard.

Public Hearing on Acquisition of Public Utility/Access Easements in Desert Rose Subdivision (3235 S Locust St- Community Redevelopment Authority for the City of Grand Island, Nebraska). Public Works Director John Collins reported utility easements were needed to allow for development in the area north of US Highway 34 and east of South Locust Street. These easements would allow access for the construction, operation, maintenance, extension, repair, replacement, and removal of public utilities within the area. Staff recommended approval. No public testimony was heard.

Public Hearing on Acquisition of Public Right-of-Way in Desert Rose Subdivision (3235 S Locust St- Community Redevelopment Authority for the City of Grand Island, Nebraska). Public Works Director John Collins reported acquisition of right-of-way located at 3235 South Locust Street was needed to allow further development of the surrounding area with public access. This acquisition also secures access to the apartment complex from Exchange Road, while preserving the street frontage along South Locust Street and US Highway 34. Staff recommended approval. No public testimony was heard.

Public Hearing on Establishing Railside Business Improvement District. Assistant Finance Director William Clingman reported that the Downtown Business Improvement District 2013 was established for a period of five years and would expire on September 30, 2018. It was recommended to re-create the district and change the name to Railside Business Improvement District effective October 1, 2018. Reviewed was their budget and project proposal. Staff recommended approval. Yolanda (Jodi) Powers, 123 No. Locust Street stated she didn't like the name change. Amos Anson, 4234 Arizona Avenue spoke in support. No further public testimony was heard.

#### ORDINANCES:

Councilmember Minton moved "that the statutory rules requiring ordinances to be read by title on three different days are suspended and that ordinances numbered:

- #9698 - Consideration of Vacation of Utility Easements - Lot 2, CBC Subdivision - 2405 S. North Road - Chief Industries
- #9699 - Consideration of Vacation of Utility Easement - 3134 West U.S. Highway 34 - Central Community College
- #9700 - Consideration of Establishing Railside Business Improvement District

be considered for passage on the same day upon reading by number only and that the City Clerk be permitted to call out the number of these ordinances on second reading and then upon final passage and call for a roll call vote on each reading and then upon final passage." Councilmember Nickerson seconded the motion. Upon roll call vote, all voted aye. Motion adopted.

- #9698 - Consideration of Vacation of Utility Easements - Lot 2, CBC Subdivision - 2405 S. North Road - Chief Industries

Utilities Director Tim Luchsinger reported that an area located at 2405 S. North Road had undergone development and the property modified, usage of parts of the easements were no longer required. Staff recommended approval.

Motion by Paulick, second by Stelk to approve Ordinance No. 9698.

City Clerk: Ordinance #9698 on first reading. All those in favor of the passage of this ordinance on first reading, answer roll call vote. Upon roll call vote, all voted aye. Motion adopted.

City Clerk: Ordinance #9698 on second and final reading. All those in favor of the passage of this ordinance on second and final reading, answer roll call vote. Upon roll call vote, all voted aye. Motion adopted.

Mayor Jensen: By reason of the roll call votes on first reading and then upon second and final readings, Ordinance #9698 is declared to be lawfully adopted upon publication as required by law.

#9699 - Consideration of Vacation of Utility Easement - 3134 West U.S. Highway 34 - Central Community College

Utilities Director Tim Luchsinger reported that the easement located at 3134 West U.S. Highway 34 was no longer required and needed to be vacated for the building expansion to proceed. Staff recommended approval.

Motion by Stelk, second by Minton to approve Ordinance No. 9699.

City Clerk: Ordinance #9699 on first reading. All those in favor of the passage of this ordinance on first reading, answer roll call vote. Upon roll call vote, all voted aye. Motion adopted.

City Clerk: Ordinance #9699 on second and final reading. All those in favor of the passage of this ordinance on second and final reading, answer roll call vote. Upon roll call vote, all voted aye. Motion adopted.

Mayor Jensen: By reason of the roll call votes on first reading and then upon second and final readings, Ordinance #9699 is declared to be lawfully adopted upon publication as required by law.

#9700 - Consideration of Establishing Railside Business Improvement District

This item was related to the aforementioned Public Hearing. Amos Anson explained how the name was changed from Downtown BID to Railside BID.

Motion by Donaldson, second by Paulick to approve Ordinance No. 9700.

City Clerk: Ordinance #9700 on first reading. All those in favor of the passage of this ordinance on first reading, answer roll call vote. Upon roll call vote, all voted aye. Motion adopted.

City Clerk: Ordinance #9700 on second and final reading. All those in favor of the passage of this ordinance on second and final reading, answer roll call vote. Upon roll call vote, all voted aye. Motion adopted.

Mayor Jensen: By reason of the roll call votes on first reading and then upon second and final readings, Ordinance #9700 is declared to be lawfully adopted upon publication as required by law.

CONSENT AGENDA: Motion by Paulick, second by Minton to approve the Consent Agenda. Upon roll call vote, all voted aye. Motion adopted.

Approving Minutes of July 24, 2018 City Council Regular Meeting.

Approving Minutes of July 30, 2018 City Council Joint Health Meeting.

Approving Minutes of August 7, 2018 City Council Study Session.

Approving Request of Fonner Park Exposition and Events Center, Inc. (Heartland Events Center) for Ratification of Nomination and Election of Board of Directors.

Approving Re-Appointment of Doug Jensen to the Animal Advisory Board.

#2018-225 - Approving Preliminary and Final Plat and Subdivision Agreement for Industrial Foundation Subdivision. It was noted that PVIPE, LLC, owner, had submitted the Preliminary Plat, Final Plat and Subdivision Agreement for Industrial Foundation Subdivision located south of Schimmer Drive and west of Blaine Street for the purpose of creating 11 lots (preliminary) on one outlot 57.32 acres and 6 lots (final) on one outlot 21.52 acres.

#2018-226 - Approving Final Plat and Subdivision Agreement for Jensen Subdivision. It was noted that Douglas D. Jensen, owner, had submitted the Final Plat and Subdivision Agreement for Jensen Subdivision located north of Capital Avenue and west of Webb Road for the purpose of creating 1 lot on 1 acre.

#2018-227 - Approving Final Plat and Subdivision Agreement for Woodland Park 17th Subdivision. It was noted that Hastings Ventures, LLC, owner, had submitted the Final Plat and Subdivision Agreement for Woodland Park 17<sup>th</sup> Subdivision located south of Iowa Avenue between Idaho and Independence Avenues for the purpose of creating 3 lots on 0.666 acres.

#2018-228 - Approving Acquisition of Utility Easement - 2405 S. North Road - Chief Industries.

#2018-229 - Approving Acquisition of Utility Easement - 3134 U.S. Highway 34 - Central Community College.

#2018-230 - Approving Bid Award - Four Drum Puller/Tensioner Trailer - Utilities Department, Line Division from Brooks Brothers Trailer of Troy, Missouri in an Amount of \$138,950.00.

#2018-231 - Approving Change Order #1 for the Elevated Water Storage Tower NACE Coating Inspection Services with REOD, LLC of Florissant, Missouri for a not-to-exceed amount of \$31,550.00 and a Revised Contract Amount of \$93,970.00.

#2018-232 - Approving Change Order #2 for the Composite Elevated Storage Tank Construction with Landmark Structures of Fort Worth, Texas for an Increase of \$36,640.98 and a Revised Contract Amount of \$3,593,095.98.

#2018-233 - Approving Bid Award for WAS Tank Blower Replacement; Project No. 2018-WWTP-1 with Andrews Electric Co., Inc. of Geneva, Nebraska in an Amount of \$111,298.00.

#2018-234 - Approving Acquisition of Public Utility/Access Easements in Desert Rose Subdivision (3235 S Locust St- Community Redevelopment Authority for the City of Grand Island, Nebraska).

#2018-235 - Approving Acquisition of Public Right-of-Way in Desert Rose Subdivision (3235 S Locust St- Community Redevelopment Authority for the City of Grand Island, Nebraska).

#2018-236 - Approving State Bid Award for One (1) 2018 F550 Crew Cab 4x2 Service Truck for the Wastewater Division of the Public Works Department with Anderson Auto Group of Lincoln, Nebraska in an Amount of \$154,395.00.

#2018-237 - Approving Certificate of Final Completion for Chip Seal Project No. 2018-CS-1 with Topkote, Inc. of Yankton, South Dakota.

#2018-238 - Approving Purchase of Dell Laptop Computers and Docking Stations for Police Fleet off State Bid from Dell Marketing, LP of Round Rock, Texas in an Amount of \$23,959.80.

#2018-239 - Approving Annual Agreement for Financial Software Licensing and Support with Tyler Technologies, Inc. in an Amount of \$182,689.67.

#### REQUEST AND REFERRALS:

Consideration of Forwarding Blighted and Substandard Area #27 to the Hall County Regional Planning Commission (Keystone Properties). Regional Planning Director Chad Nabity reported that Andrew Marsh has submitted a Substandard and Blight Study for one city block approximately 2.85 acres located between Cleburn and Elm Streets for residential development. It was his intent to rebuild on this site using TIF to cover the costs of acquisition and demolition. Staff recommended forwarding this request to the Planning Commission.

Keith Marvin with Marvin Planning Consultants from David City, Nebraska spoke in support. Discussion was held regarding the demolition of the house and the use of TIF financing. Andy Marsh, 2706 Pioneer Boulevard stated he had contacted a contractor to demo the house as soon as this was approved by the City Council.

Motion by Stelk, second by Fitzke to approve the request. Upon roll call vote, all voted aye. Motion adopted.

#### RESOLUTIONS:

#2018-240 - Consideration of Approving Update to Resolution No. 2015-120; Designated Truck Routes within the City of Grand Island. Public Works Director John Collins reported that complaints of trucks engine breaking and speeding on Capital Avenue had been persistent, but unverifiable. Public Works had analyzed this and recommended that Capital Avenue from

Broadwell Avenue to east City limits be removed from the list of designated truck routes. Mr. Collins stated the truck route would be changed by signage and enforced by the Police.

Motion by Paulick, second by Donaldson to approve Resolution #2018-240. Upon roll call vote, all voted aye. Motion adopted.

#2018-196 - Consideration of Approving Proposed Ballot Language for 1/2 Cent Increase to Sales Tax. City Administrator Marlan Ferguson reported that Nebraska State Statutes permitted cities to increase city sales tax to a rate greater than 1 ½ percent. In order to increase the sales tax ½ percent the council was required to pass a resolution by a vote of at least 70 percent of the members of the council to place this on the November ballot. If this measure passed the revenue would be used for infrastructure and would terminate in 10 years.

Zach Maul, 503 Johnson Drive representing the IAFF spoke in support and stated they wanted clarification on how the money was going to be used. Jay Vavricek, 2729 Brentwood Boulevard and Alex Batenhorst, 112 West 19<sup>th</sup> Street spoke in opposition.

Billy Clingman explained the restricted fund part of the ballot language. John Collins commented on upcoming projects and the amount the City would have to pay for each. Comments were made regarding full disclosure/accountability of where the money was spent if this passed.

Motion by Minton, second by Nickerson to approve Resolution #2018-196. Upon roll call vote, all voted aye. Motion adopted.

#2018-197 - Consideration of Approving an Interlocal Agreement with the CRA. Administrator Marlan Ferguson reported that Neb. Rev. Stat. §77-27,142 required the city to be a party to an Interlocal agreement with a political subdivision within the city creating a separate legal or administrative entity relating to a public infrastructure project. Concurrent with a resolution to submit to the electorate a proposal to increase the city sales tax rate, City administration was recommending approval of an Interlocal agreement with the Grand Island Community Redevelopment Authority. The Interlocal agreement was approved by the CRA. The Interlocal agreement would be effective upon, and contingent upon, the City's enactment of an ordinance increasing the sales tax rate above 1 ½ percent.

Jay Vavricek, 2729 Brentwood Boulevard had questions regarding the agreement. City Attorney Jerry Janulewicz explained why this agreement was necessary.

Motion by Donaldson, second by Fitzke to approve Resolution #2018-197.

Motion by Haase, second by Nickerson to amend the agreement as to Section 3 – Duration by deleting “until both parties agree to terminate this Agreement” and add “the City Council”. Upon roll call vote, Councilmembers Steele, Minton, Fitzke, Donaldson, Hehnke, Haase, Stelk, and Nickerson voted aye. Councilmember Paulick voted no. Motion adopted.

Upon roll call vote of the main motion, all voted aye. Motion adopted.

PAYMENT OF CLAIMS:

Motion by Minton, second by Fitzke to approve the payment of claims for the period of July 25, 2018 through August 14, 2018 for a total amount of \$6,532,473.90. Upon roll call vote, Councilmembers Paulick, Steele, Minton, Fitzke, Donaldson, Hehnke, Haase, Stelk, and Nickerson voted aye. Motion adopted.

SPECIAL ITEMS:

Discussion Concerning Proposed Fiscal Year 2018-2019 Community Redevelopment Authority (CRA) Budget. Regional Planning Director Chad Nabity presented the 2018-2019 Community Redevelopment Authority (CRA) budget and reviewed the responsibilities of the CRA. Discussion was held regarding the Fire, Life Safety and Infrastructure grants.

ADJOURN TO EXECUTIVE SESSION: Motion by Minton, second by Hehnke to adjourn to Executive Session at 9:11 p.m. for the purpose of a strategy session with respect to labor negotiations with IBEW No. 1597 Service/Clerical and Finance. Unanimously approved.

RETURN TO REGULAR SESSION: Motion by Haase, second by Nickerson to return to Regular Session at 9:35 p.m. Unanimously approved.

ADJOURNMENT: The meeting was adjourned at 9:36 p.m.

RaNae Edwards  
City Clerk



# **City of Grand Island**

**Tuesday, August 21, 2018**

**Special Meeting**

## **Item G-2**

**#2018-241 - Approving 2018 GIPD and HCSO Justice Assistance Grant (JAG) Application and Funding**

**Staff Contact: Robert Falldorf, Police Chief**

# **Council Agenda Memo**

**From:** Chief Robert Falldorf, Police Department

**Meeting:** August 21, 2018

**Subject:** Edward Byrne Memorial Justice Assistance Grant (JAG) 2018

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

## **Background**

The Grand Island Police Department and Hall County Sheriff's Department are eligible to receive Justice Assistance Grant money from the U.S. Department of Justice under the JAG offering in 2018. The total award for Grand Island-Hall County is in the amount of \$20,709.00. The monies may be spent over a three year period. The Grand Island Police Department will serve as the fiscal agency on this grant.

The Hall County Sheriff's Department is a disparate agency and will receive twenty five percent of the award totals. The grant will be shared; \$5,178.00 to Hall County and \$15,531.00 to the City of Grand Island.

The Department of Justice requires that recipient agencies identify how the funds will be used. The Police Department will use the funds to support our mobile video and computing systems in our patrol fleet as we have done for several years.

## **Discussion**

There is a requirement that the applicant agency (Grand Island Police Department) make the Justice Assistance Grant (JAG) application available for review by the governing body before application. The application deadline is August 22, 2018.

There is a federal mandate that requires a public review regarding the application process and disbursement of the JAG funds. This agenda item serves as the federal mandate.

The grant requires an MOU between the applicant (Grand Island) and any disparate agencies (Hall County). By definition, Hall County is a disparate agency eligible for funds.

## **Alternatives**

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

1. Approve the application and suggested disbursement of JAG funds and the MOU.
2. Reject the application and use of JAG funds and MOU.

## **Recommendation**

City Administration recommends that the Council approve the application and suggested disbursement as presented and the MOU.

## **Sample Motion**

Move to approve the application and suggested disbursement of Justice Assistance Grant funding and the MOU between the City of Grand Island and Hall County.



BJA FY 18 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation 2018-H3812-NE-DJ



[Application](#)

[Correspondence](#)

Application:

**Review SF-424** [Print a Copy](#)

**Application Handbook**

[Overview](#)

[Applicant Information](#)

[Project Information](#)

[Budget and Program Attachments](#)

[Assurances and Certifications](#)

[Review SF 424](#)

[Submit Application](#)

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<b>APPLICATION FOR FEDERAL ASSISTANCE</b>	<b>2. DATE SUBMITTED</b> August 15, 2018	<b>Applicant Identifier</b>
<b>1. TYPE OF SUBMISSION</b> Application Construction	<b>3. DATE RECEIVED BY STATE</b>	<b>State Application Identifier</b>
	<b>4. DATE RECEIVED BY FEDERAL AGENCY</b>	<b>Federal Identifier</b>
<b>5. APPLICANT INFORMATION</b>		
<b>Legal Name</b> City of Grand Island		<b>Organizational Unit</b> Grand Island Police Department
<b>Address</b> 111 Public Safety Dr Grand Island, Nebraska 68801-8510		<b>Name and telephone number of the person to be contacted on matters involving this application</b>  Duering, Jim (308) 385-5400
<b>6. EMPLOYER IDENTIFICATION NUMBER (EIN)</b> 47-6006205		<b>7. TYPE OF APPLICANT</b> Municipal
<b>8. TYPE OF APPLICATION</b> New		<b>9. NAME OF FEDERAL AGENCY</b> Bureau of Justice Assistance
<b>10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE</b> NUMBER: 16.738 CFDA Edward Byrne Memorial Justice Assistance TITLE: Grant Program		<b>11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT</b> 2018 GIPD and HCSO JAG Grant
<b>12. AREAS AFFECTED BY PROJECT</b> Uniformed patrol projects to provide updated and efficient access to technology including car computers, mobile data terminals, and supporting hardware and software to be field deployed. The items effect data driven police initiatives and the ability to provide modern and efficient police services.		
<b>13. PROPOSED PROJECT</b> Start Date: October 01, 2018 End Date: September 30, 2021		<b>14. CONGRESSIONAL DISTRICTS OF</b> a. Applicant b. Project NE03
<b>15. ESTIMATED FUNDING</b>		<b>16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?</b>
Federal	\$20,709	
Applicant	\$0	

State	\$0	This preapplication/application was made available to the state executive order 12372 process for review on 08/28/2018
Local	\$0	
Other	\$0	
Program Income	\$0	<b>17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?</b>
TOTAL	\$20,709	
N		
<b>18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS REQUIRED.</b>		

Continue

**Edward Byrne Memorial Justice Assistance Grant Program**  
**Application #2018-H3812-NE-DJ**  
**CFDA Number: 16.738**

THE STATE OF NEBRASKA

COUNTY OF HALL

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN THE CITY OF GRAND ISLAND, NEBRASKA**  
**AND COUNTY OF HALL, NEBRASKA**

**2018 BYRNE JUSTICE ASSISTANCE GRANT (JAG) PROGRAM AWARD**

This agreement is made and entered into this 14<sup>th</sup> day of August, 2018, by and between The County of Hall, acting by and through its governing body, The Hall County Board of Supervisors, hereinafter referred to as COUNTY, and the CITY of Grand Island, acting by and through its governing body, the City Council, hereinafter referred to as CITY, both of Hall County, State of Nebraska, witnesseth:

**WHEREAS**, the City and County may apply for a direct award from the Justice Assistance Grant Program in the amount of \$20,709.00 and the City shall act as fiscal agent for this award and file the joint application on behalf of the City and County: and

**WHEREAS**, each governing body, in performing governmental functions or in paying the performance of governmental functions hereunder, shall make that performance or those payments from current revenues legally available to that party: and

**WHEREAS**, each governing body finds that the performance of this agreement is in the best interests of both parties, that the undertaking will benefit the public, and that the division of costs fairly compensates the performing party for the services or function under this agreement: and

**WHEREAS**, the CITY agrees to provide the COUNTY 25% of the award, \$5178.00 from the \$20,709.00 JAG award: and

**WHEREAS**, the CITY and COUNTY believe it to be in their best interests to reallocate the JAG funds.

**NOW THEREFORE, the COUNTY and CITY agree as follows:**

**Section 1.**

CITY agrees to pay COUNTY a total of 25% (\$5178.00) of the 2018 JAG funds (\$20.709.00)

CFDA NUMBER: 16.738      Application #2018-H3812-NE-DJ

**Section 2.**

COUNTY agrees to use the \$5178.00 of the 2018 JAG funds by 9-30-2021.

**Section 3.**

Each party to this agreement will be responsible for its own actions in providing services under this agreement and shall not be liable for any civil liability that may arise from the furnishing of the services by the other party.

CITY OF GRAND ISLAND, NEBRASKA      COUNTY OF HALL, NEBRASKA

\_\_\_\_\_  
Mayor                      date:

\_\_\_\_\_  
Board Chairperson                      date:

ATTEST:

\_\_\_\_\_  
City Clerk                      date:

\_\_\_\_\_  
County Clerk                      date:

RESOLUTION 2018-241

WHEREAS, the Grand Island Police Department has received notification that they are eligible to apply for \$20,709.00 in grant funds under the 2018 Byrne Justice Assistance (JAG) Program and the Hall County Sheriff's Department has been named as a disparate agency; and

WHEREAS the Grand Island Police Department as the applicant will act as the fiscal agent; and

WHEREAS, the Grand Island Police Department will be allocated \$15,531.00 of the grant funds; and

WHEREAS the Hall County Sheriff's Department will be allocated \$5,178.00 of the grant funds; and

WHEREAS, government review and public review was held on August 21, 2018, as required to discuss the proposed use of such funds; and

WHEREAS, a memorandum of understanding between the City of Grand Island and Hall County is required as part of the grant application.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that approval is hereby granted to enter into a memorandum of understanding (MOU) with Hall County for the application of 2018 Justice Assistance Grant (JAG) funding.

- - -

Adopted by the City Council of the City of Grand Island, Nebraska, August 21, 2018.

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

Attest:

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

Approved as to Form	☐ _____
August 23, 2018	☐ City Attorney



# **City of Grand Island**

**Tuesday, August 21, 2018**  
**Special Meeting**

## **Item I-1**

### **#2018-242 - Consideration of Approving FTE's for FY 2018-2019**

**Staff Contact: William Clingman, Assistant Finance Director**

# **Council Agenda Memo**

**From:** William Clingman, Assistant Finance Director

**Meeting:** August 21, 2018

**Subject:** Approving FTE's for FY 2018-2019

**Presenter(s):** William Clingman, Assistant Finance Director

## **Background**

Every year during budget approval, administration reviews and proposes what, if any, FTE changes they have incorporated into the budget for City Council approval.

## **Discussion**

The following proposed have been included in the 2018-2019 budget:

- Addition of one HPSP Office Clerk
- Reduction of one Senior Accounting Clerk
- Addition of .75 of an FTE for Solid Waste for a full-time employee
- Reallocation of the Accounting Technician – Streets, moving .40 of the cost of an FTE from Fleet Services to the 210 Fund (Streets)

## **Alternatives**

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

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

## **Recommendation**

City Administration recommends that the City Council approve the resolution approving the proposed FTE's for the 2018-2019 budget.

## **Sample Motion**

Move to approve the resolution setting forth the total number of FTE's for the 2018-2019 budget year.

Org #	Position Title	2010	2011	2012	2013	FTE 2014	2015	2016	2017	2018	2019
<b>10011101 Administration</b>											
	Assistant to the Administrator	1	1	1	1	1	1	1	1	0	0
	City Administrator	1	1	1	1	1	1	1	1	1	1
	Receptionist	1	1	1	1	1	1	1	1	1	1
	Subtotal	3	3	3	3	3	3	3	3	2	2
<b>10011301 City Clerk</b>		1	1	1	1	1	1	1	1	1	1
<b>10011401 Finance</b>											
	Accountant	1	1	1	1	1	2	2	2	2	2
	Accounting Clerk	7	7	7	7	7	6	6	6	6	6
	Accounts Payable Clerk	1	1	1	1	1	1	1	1	1	1
	Assistant Finance Director	0	0	0	0	0	1	1	1	1	1
	Cashier	2	1	1	1	1	1	2	2	3	3
	Customer Service Team Leader	0	0	0	0	0	1	1	1	1	1
	Finance Director	1	1	1	1	1	1	1	1	1	1
	Finance Operations Supervisor	0	0	0	0	0	1	1	1	1	1
	Finance Secretary	1	1	1	1	1	1	1	1	0	0
	Finance Temporary Worker/Intern	0	0	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
	Meter Reader	6	5.5	5	5	5	5	5	5	5	6
	Meter Reader Supervisor	1	1	1	1	1	1	1	1	1	1
	Payroll Clerk	0	0	0	0	0	1	1	1	1	1
	Payroll Specialist	1	1	1	1	1	1	1	1	1	1
	Senior Accountant	1	1	1	1	1	0	0	0	0	0
	Senior Accounting Clerk	3	3	3	3	3	3	3	3	3	2
	Senior Meter Reader	1	1	1	1	1	1	1	1	1	0
	Utility Services Manager	1	1	1	1	1	0	0	0	0	0
	Subtotal	27	25.5	25.25	25.25	25.25	27.25	28.25	28.25	28.25	27.25
<b>10011501 Legal</b>											
	Attorney	1	1	1	1	1	1	1	1	1	1
	City Attorney	1	1	1	1	1	1	1	1	1	1
	Legal Secretary	1	1	1	1	1	1	1	1	1	1
	Subtotal	3	3	3	3	3	3	3	3	3	3
<b>10011701 City Hall Building</b>											
	Maintenance Worker I	1	1	1	1	1	1	0	0	0	0
	Maintenance Worker II	1	1	1	1	1	1	2	2	2	2
	Subtotal	2	2	2	2	2	2	2	2	2	2

Org #	Position Title	2010	2011	2012	2013	FTE 2014	2015	2016	2017	2018	2019
<b>10011801 Human Resources</b>											
	HR Benefit & Risk Mgmt. Coordinator	0	0	1	1	1	1	1	1	1	1
	HR Director	1	1	1	1	1	1	1	1	1	1
	HR Recruiter	0	0	1	1	1	1	1	1	1	1
	HR Specialist	3	3	1	1	1	1	1	1	1	1
	Subtotal	4	4	4	4	4	4	4	4	4	4
<b>10022001 Building Inspection</b>											
	Admin Assistant - Building	2	2	2.1	2.1	2.1	1.35	1.35	1.35	1.35	1.35
	Building Department Director	1	1	1	1	1	1	1	1	1	1
	Building Inspector	2	2	2	2	2	2	2	2	2	2
	Electrical Inspector	2	2	2	2	2	2	2	2	2	2
	Plans Examiner	1	1	1	1	1	1	1	1	1	1
	Plumbing Inspector	2	2	2	2	2	2	2	2	2	2
	Subtotal	10	10	10.1	10.1	10.1	9.35	9.35	9.35	9.35	9.35
<b>10022101 Fire Services</b>											
	Admin Assistant - Fire	1	1	1	1	1	1	1	1	1	1
	Fire Captain	15	15	15	12	12	12	12	12	12	12
	Fire Chief	1	1	1	1	1	1	1	1	1	1
	Fire Division Chiefs	4	4	4	3	3	3	3	3	3	3
	Firefighter/EMT	24	21	21	21	21	21	21	21	21	21
	Firefighter/Paramedic	30	27	27	27	27	27	27	27	27	27
	Life Safety Inspector	0	0	0	1	1	2	2	2	2	2
	Shift Commander	0	0	0	3	3	3	3	3	3	3
	Subtotal	75	69	69	69	69	70	70	70	70	70
<b>10022301 Police</b>											
	Community Service Officers	3.136	2.5088	2.5088	4.5088	6.5088	6.5088	6.5088	6.5088	5.5053	5.5053
	Crime Analysis	0	0	0	1	1	1	1	1	1	1
	Custodian - PT	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25
	Evidence Technician	1	1	1	1	1	1	2	2	2	2
	Maintenance Worker II	1	1	1	1	1	1	1	1	1	1
	Office Manager	1	1	1	1	1	1	1	1	1	1
	Police Captain	3	3	3	3	3	3	3	3	3	3
	Police Chief	1	1	1	1	1	1	1	1	1	1
	Police Officer	62	60	60	64	69	69	69	69	67	67
	Police Records Clerk	8	6.625	6	7	7	7	7	7	7	7
	Police Sergeant	13	13	13	14	14	14	14	14	14	14
	School Crossing Guards	4.55	0	0	0	0	0	0	0	0	0
	Victim Assistance Unit Coordinator	1	1	1	1	1	1	1	1	1	1
	Victim Assistance Advocate	0	0	0	0	0	0	0.2	0.2	0.2	0.2
	Subtotal	99.936	91.3838	90.7588	99.7588	106.7588	106.7588	107.9588	107.9588	104.9553	104.9553

Org #	Position Title	2010	2011	2012	2013	FTE 2014	2015	2016	2017	2018	2019
<b>10022601</b>	<b>Emergency Management</b>										
	Emergency Management Coordinator	1	1	1	1	1	1	1	1	1	1
	Emergency Management Deputy Director	1	1	1	1	1	1	1	1	1	1
	Emergency Management Director	1	1	1	1	1	1	1	1	1	1
	Subtotal	3	3	3	3	3	3	3	3	3	3
<b>10022605</b>	<b>Public Safety Dispatcher</b>	11	10	10	10	10	10	11	11	10.25	10.25
	Senior Public Safety Dispatcher	3	3	2.5	2	2.5	3	3	3	3	3
	Telecommunicator/EMD					0	0	0	0	0	0
	Subtotal	14	13	12.5	12	12.5	13	14	14	13.25	13.25
<b>10033001</b>	<b>PW Engineering</b>										
	Asst PW Director/Mgr. of Engineering Services	1	1	1	1	1	1	1	1	1	1
	CADD Operator	0	0	1	1	1	1	1	1	1	1
	Civil Engineer Manager	1	0	0	0	0	0	0	0	0	0
	Engineer I PW	0	0	0	0	0	1	1	1	1	1
	Engineering Technician - PW	3	3	2	2	2	2	2	2	0	0
	Engineering Technician - Supervisor	1	0	0	0	0	0	0	0	0	0
	Senior Engineering Technician - PW	0	0	0	0	0	0	0	0	2	2
	GIS Coordinator - PW	0.5	0.5	0	0	1	1	1	1	1	1
	Project Manager	0	1	1	1	1	0	0	0	0	0
	Public Works Engineer	0	0	1	1	1	1	1	1	0	0
	Seasonal Worker	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75
	Subtotal	7.25	6.25	6.75	6.75	7.75	7.75	7.75	7.75	6.75	6.75
<b>10033002</b>	<b>PW Admin</b>										
	Admin Assistant - Public Works	1	1	1	1	1	1	1	1	1	0
	Admin Coordinator - Public Works	0	0	0	0	0	0	0	0	0	1
	Public Works Director	1	1	1	1	1	1	1	1	1	1
	Subtotal	2	2	2	2	2	2	2	2	2	2
<b>10044001</b>	<b>Planning</b>										
	Admin Assistant - Planning	1	1	0.9	0.9	0.9	0.7	0.7	0.7	0.7	0.7
	Planning Director	1	1	1	1	1	0.8	0.8	0.8	0.8	0.8
	Planner I	0	0	0	0	0	0	0	0	0	0.62
	Planning Technician	0.62	0.62	0.62	0.62	0.62	0.62	0.62	0.62	0.62	0
	Subtotal	2.62	2.62	2.52	2.52	2.52	2.12	2.12	2.12	2.12	2.12
<b>10044002</b>	<b>CRA</b>										
	Admin Assistant - Planning	0	0	0.1	0.1	0.1	0.2	0.2	0.2	0.2	0.2
	Planning Director	0	0	0	0	0	0.2	0.2	0.2	0.2	0.2
	Subtotal	0	0	0.1	0.1	0.1	0.4	0.4	0.4	0.4	0.4

Org #	Position Title	2010	2011	2012	2013	FTE 2014	2015	2016	2017	2018	2019
<b>10044301 Library</b>											
	Custodian	1	1	1	1	1	1	1	1	1	1
	Librarian I & II	4	3	3	3	3	3	3	3	2	2
	Library Assistant Director	1	1	0	0	0	0	0	0	0	0
	Library Assistant I & II	14.3595	14.2787	14.2787	14.2787	14.2787	14.2787	15	15	15	15
	Library Clerk	1	0	0	0	0	0	0	0	0	0
	Library Director	1	1	1	1	1	1	1	1	1	1
	Library Page	2.6135	2.2769	2.2769	2.2769	2.2769	2.2769	2.5	2.5	2	2
	Library Secretary	1	1	1	1	1	1	1	1	1	1
	Maintenance Worker I	1	1	1	1	1	1	1	1	1	1
	Seasonal Worker	0.375	0	0	0	0	0	0.5	0.5	0.5	0.5
	Subtotal	27.348	24.5556	23.5556	23.5556	23.5556	23.5556	25	25	23.5	23.5
<b>10044401 Parks Admin</b>											
	Admin Assistant - Parks	1	1	1	1	1	1	1	1	1	1
	Parks/Recreation Director	1	1	1	1	1	1	1	1	1	1
	Subtotal	2	2	2	2	2	2	2	2	2	2
<b>10044403 Parks Operations</b>											
	Grounds Management Crew Chief	1	1	1	1	1	1	1	1	1	1
	Maintenance Worker - Parks	10.16	8.58	8.58	8.58	8.58	8.58	9.58	9.58	7.58	7.58
	Parks Maintenance Superintendent	1	1	1	1	1	1	1	1	1	1
	Seasonal Workers	8.25	6.84	6.14	6.14	6.14	6.24	6.24	6.24	6.24	6.24
	Senior Maintenance Worker - Parks	0	0	0	0	0	0	0	0	0	0
	Subtotal	20.41	17.42	16.72	16.72	16.72	16.82	17.82	17.82	15.82	15.82
<b>10044404 Greenhouse</b>											
	Horticulturist	1	1	1	1	1	1	1	1	1	1
	Seasonal Worker	1	0	0	0	0	0.4	0.6	0.6	0	0
	Subtotal	2	1	1	1	1	1.4	1.6	1.6	1	1
<b>10044405 Cemetery</b>											
	Cemetery Superintendent	1	1	1	1	1	1	1	1	1	1
	Ground Management Crew Chief	1	1	1	1	1	1	1	1	1	1
	Maintenance Worker - Cemetery	4	3	3	3	3	3	3	3	3	3
	Seasonal Worker	2.16	2.43	2.43	2.43	2.43	2.43	2.43	2.43	2.43	2.43
	Subtotal	8.16	7.43	7.43	7.43	7.43	7.43	7.43	7.43	7.43	7.43

Org #	Position Title	2010	2011	2012	2013	FTE 2014	2015	2016	2017	2018	2019
<b>10044501</b>	<b>Recreation Admin</b>										
	Recreation Superintendent	1	1	1	1	1	1	1	1	1	1
	Recreation Coordinator	0	1	1	1	0.5	0.5	0.5	0.5	0.5	0.5
	Seasonal	0.5	0	0	0	0	0	0	0	0	0
	Maintenance Worker	0	0.58	0.58	0.58	0.58	0.58	0	0	0	0
		1.5	2.58	2.58	2.58	2.08	2.08	1.5	1.5	1.5	1.5
<b>10044508</b>	<b>Activity Leader</b>	0.98	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69
	Playground Program Supervisor	0.4	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69
	Subtotal	1.38	1.38	1.38	1.38	1.38	1.38	1.38	1.38	1.38	1.38
<b>10044511</b>	<b>All Children's Theater Seasonal Positions</b>	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12
<b>10044514</b>	<b>All Hershey Track Meet Seasonal Positions</b>	0.053	0.053	0.053	0.053	0.053	0.053	0.053	0.053	0.053	0.053
<b>10044517</b>	<b>All Stolley Park Train Positions</b>	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75
<b>10044518</b>	<b>Field House Officials</b>	0.71	2.77	2.77	2.77	2.77	2.77	2.77	2.77	2.77	2.77
	Recreation Coordinator	0	0	0	0	0.5	0.5	0.5	1.1	1.1	1.1
	Subtotal	0.71	2.77	2.77	2.77	3.27	3.27	3.27	3.87	3.87	3.87
<b>10044513</b>	<b>Seasonal Outdoor Flag Football</b>	0.12	0.06	0.06	0.06	0.06	0.06	0.06	0.06	0.06	0.06
<b>10044525</b>	<b>All Water Park Seasonal Positions</b>	16.14	16.14	16.14	16.14	16.14	16.14	16.14	16.14	16.14	16.14
	Maintenance Worker	0.84	0.84	0.84	0.84	0.84	0.84	0.42	0.42	0.42	0.42
	Recreation Coordinator	0	0	0	0	0	0	0.3	0.3	0.3	0.3
	Subtotal	16.98	16.98	16.98	16.98	16.98	16.98	16.86	16.86	16.86	16.86
<b>10044526</b>	<b>All Lincoln Pool Seasonal Positions</b>	1.86	1.86	1.86	1.86	1.86	1.86	1.86	1.86	1.86	1.86
	Recreation Coordinator	0	0	0	0	0	0	0.1	0.1	0.1	0.1
	Subtotal	1.86	1.86	1.86	1.86	1.86	1.86	1.96	1.96	1.96	1.96
<b>10044601</b>	<b>Public Information</b>										
	Public Information Officer	1	0.85	0.85	0.85	0.85	0.85	1	1	1	1
	Audio-Video Tech	1	1	1	1	1	1	1	1	1	1
	Subtotal	2	1.85	1.85	1.85	1.85	1.85	2	2	2	2
<b>10044801</b>	<b>Heartland Public Shooting Park</b>										
	Seasonal Workers/Customer Service Rep	2.5	2	2	2	2	2	2	2	2	2
	HPSP Office Clerk	0	0	0	0	0	0	0	0	0	1
	Shooting Range Operator	1	1	1	1	1	2	2	2	2	2
	Shooting Range Superintendent	1	1	1	1	1	1	1	1	1	1
	Subtotal	4.5	4	4	4	4	5	5	5	5	6

Org #	Position Title	2010	2011	2012	2013	FTE 2014	2015	2016	2017	2018	2019
10044901	Jackrabbit Golf Course										
	Golf Course Superintendent	1	1	1	1	1	1	1	1	1	1
	Maintenance Worker II	1	1	1	1	1	1	1	1	1	1
	Seasonal Worker	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5
	Turf Management Specialist	1	1	1	1	1	1	1	1	1	1
	Subtotal	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5
	<b>Total</b>	349.1970	326.0624	323.5874	332.0874	340.5874	344.7374	350.1318	350.7318	340.8783	340.8783

## Personnel Allocation by Department

	2014 FTE	2015 FTE	2016 FTE	2017 FTE	2018 FTE	18-19 Change	2019 FTE	2019 Full Time
Administration	3.0000	3.0000	3.0000	3.0000	2.0000	-	2.0000	2.0000
City Clerk	1.0000	1.0000	1.0000	1.0000	1.0000	-	1.0000	1.0000
Finance	25.2500	27.2500	28.2500	28.2500	28.2500	(1.00)	27.2500	28.0000
Legal	3.0000	3.0000	3.0000	3.0000	3.0000	-	3.0000	3.0000
City Hall Buildings	2.0000	2.0000	2.0000	2.0000	2.0000	-	2.0000	2.0000
Human Resources	4.0000	4.0000	4.0000	4.0000	4.0000	-	4.0000	4.0000
<b>GENERAL GOVERNMENT TOTALS</b>	<b>38.2500</b>	<b>40.2500</b>	<b>41.2500</b>	<b>41.2500</b>	<b>40.2500</b>	<b>(1.00)</b>	<b>39.2500</b>	<b>40.0000</b>
Building Inspection	10.1000	9.3500	9.3500	9.3500	9.3500	-	9.3500	9.0000
Fire Services	69.0000	70.0000	70.0000	70.0000	70.0000	-	70.0000	70.0000
Police Services	106.7588	106.7588	107.9588	107.9588	104.9553	-	104.9553	102.0000
Emergency Management	15.5000	16.0000	17.0000	17.0000	16.2500	-	16.2500	17.0000
<b>PUBLIC SAFETY TOTALS</b>	<b>201.3588</b>	<b>202.1088</b>	<b>204.3088</b>	<b>204.3088</b>	<b>200.5553</b>	<b>0.0000</b>	<b>200.5553</b>	<b>198.0000</b>
Engineering	10.7500	10.7500	10.7500	9.7500	8.7500	-	8.7500	8.0000
<b>PUBLIC WORKS TOTALS</b>	<b>10.7500</b>	<b>10.7500</b>	<b>10.7500</b>	<b>9.7500</b>	<b>8.7500</b>	<b>0.0000</b>	<b>8.7500</b>	<b>32.0000</b>
Planning	2.5200	2.5200	2.5200	2.5200	2.5200	-	2.5200	3.0000
Library	23.5556	23.5556	25.0000	25.0000	23.5000	-	23.5000	16.0000
Parks & Cemetery & Greenhouse	27.1500	27.6500	28.8500	28.8500	26.2500	-	26.2500	18.0000
Recreation	26.5530	26.5530	26.5530	26.5530	26.5530	-	26.5530	3.0000
Public Information	1.8500	1.8500	2.0000	2.0000	2.0000	-	2.0000	2.0000
Heartland Shooting Range	4.0000	5.0000	5.0000	5.0000	5.0000	1.00	6.0000	3.0000
Golf Course	5.5000	5.5000	5.5000	5.5000	5.5000	-	5.5000	3.0000
<b>ENVIRONMENTAL / LEISURE TOTALS</b>	<b>91.1286</b>	<b>92.6286</b>	<b>95.4230</b>	<b>95.4230</b>	<b>91.3230</b>	<b>1.0000</b>	<b>92.3230</b>	<b>48.0000</b>
<b>GENERAL FUND TOTALS</b>	<b>341.4874</b>	<b>345.7374</b>	<b>351.7318</b>	<b>350.7318</b>	<b>340.8783</b>	<b>0.0000</b>	<b>340.8783</b>	<b>318.0000</b>
Streets and Transportation	23.5000	23.5000	23.5000	23.5000	23.5000	0.40	23.9000	24.0000
Community Youth Council (Fund 229)	0.1500	0.1500	0.0000	0.0000	0.0000	-	0.0000	0.0000
Backflow Prevention Program	0.0000	0.0000	0.0000	0.0000	0.0000	-	0.0000	0.0000
Parking Facility District #2	0.0000	0.0000	0.0000	0.0000	0.0000	-	0.0000	0.0000
Parking District #1	0.0000	0.0000	0.0000	0.0000	0.0000	-	0.0000	0.0000
Community Development (Fund 250)	2.0000	2.0000	2.0000	2.0000	2.0000	-	2.0000	2.0000
Enhanced 911 Communications (Fund 215)	0.8600	0.3000	0.5000	0.5000	0.5000	-	0.5000	0.0000
PSC Wireless (Fund 216)	1.6400	1.7000	1.5000	1.5000	2.2500	-	2.2500	2.0000
Metropolitan Planning Org (Fund 225)	1.0000	1.0000	1.0000	1.0000	1.0000	-	1.0000	1.0000
Transportation Fund	0.0000	0.0000	0.0000	1.0000	1.0000	-	1.0000	1.0000
VOCA Grant Acct (Fund 260)	0.0000	0.0000	0.8000	0.8000	0.8000	-	0.8000	1.0000
<b>SPECIAL REVENUE TOTALS</b>	<b>29.1500</b>	<b>28.6500</b>	<b>29.3000</b>	<b>30.3000</b>	<b>31.0500</b>	<b>0.4000</b>	<b>31.4500</b>	<b>31.0000</b>
Sewer Utility	32.3210	32.3210	32.5710	32.5710	33.0000	-	33.0000	31.0000
Water Utility	11.5000	11.5000	11.5000	11.5000	11.5000	-	11.5000	11.0000
Electric Utility	131.3800	131.3800	132.3800	132.3800	132.3800	-	132.3800	129.0000
Solid Waste	12.7000	12.7000	12.7000	12.7000	12.7000	0.75	13.4500	11.0000
<b>ENTERPRISE TOTALS</b>	<b>187.9010</b>	<b>187.9010</b>	<b>189.1510</b>	<b>189.1510</b>	<b>189.5800</b>	<b>0.7500</b>	<b>190.3300</b>	<b>182.0000</b>
Fleet Services	4.5000	4.5000	4.5000	4.5000	4.5000	(0.40)	4.1000	4.0000
Information Technology	7.0000	7.0000	7.0000	7.0000	7.0000	-	7.0000	7.0000
<b>INTERNAL SERVICE TOTALS</b>	<b>11.5000</b>	<b>11.5000</b>	<b>11.5000</b>	<b>11.5000</b>	<b>11.5000</b>	<b>-0.4000</b>	<b>11.1000</b>	<b>11.0000</b>
						-		
<b>ALL FUND TOTALS</b>	<b>570.0384</b>	<b>573.7884</b>	<b>581.6828</b>	<b>581.6828</b>	<b>573.0083</b>	<b>0.7500</b>	<b>573.7583</b>	<b>518.0000</b>

RESOLUTION 2018-242

WHEREAS, the 2018-2019 budget process includes changes to the full time equivalents (FTEs) positions; and

WHEREAS, the 2018-2019 budget process includes an net zero change in the full time equivalents (FTEs) positions for the General Fund; and

WHEREAS, the 2018-2019 budget process includes an increase of 0.75 in the full time equivalents (FTEs) positions for all other Funds; and

WHEREAS, the FTE positions are incorporated into the Fiscal Year 2018-2019 Budget; and

WHEREAS, the FTE totals do not included elected officials; and

WHEREAS, it is recommended that the total FTE positions approved for the General Fund be left unchanged and the FTE positions for all other funds be increased by 0.75.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that the General Fund FTEs for the 2018-2019 Budget year should be and is hereby established and fixed at 340.8783 FTEs and the FTEs for all other Funds for the 2018-2019 Budget year should be and is hereby established and fixed at 232.88.

- - -

Adopted by the City Council of the City of Grand Island, Nebraska, August 21, 2018.

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

Attest:

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

Approved as to Form	☐ _____
August 23, 2018	☐ City Attorney



# **City of Grand Island**

**Tuesday, August 21, 2018**

**Special Meeting**

## **Item I-2**

**#2018-243 - Consideration of Approving Labor Agreement  
between the City of Grand Island and the International  
Brotherhood of Electrical Workers (IBEW), Local 1597  
Service/Clerical/Finance**

**Staff Contact: Aaron Schmid, Human Resources Director**

# **Council Agenda Memo**

**From:** Aaron Schmid, Human Resources Director

**Meeting:** August 21, 2018

**Subject:** Approval of Labor Agreement between the City of Grand Island and the International Brotherhood of Electrical Workers, Local 1597 Service/Clerical/Finance

**Presenter(s):** Marlan Ferguson, City Administrator  
William Clingman, Assistant Finance Director

## **Background**

Approximately two dozen job classifications throughout the City currently work under the conditions outlined in the labor agreement between the City of Grand Island (City) and the International Brotherhood of Electrical Workers (IBEW), Local 1597 Service/Clerical and the International Brotherhood of Electrical Workers (IBEW), Local 1597 Finance. The current labor agreements expire as of midnight September 30, 2018. The City and the IBEW met to negotiate the terms of a new agreement and in the process combined the two labor contracts into one agreement. The negotiations were handled in good faith with both parties focused on a fair contract.

## **Discussion**

The proposed labor agreement will begin October 1, 2018 and run through September 30, 2021. A salary array was mutually conducted as part of the negotiations process. The changes that are proposed were primarily based on comparability studies from the salary array. A summary of changes are listed below and follow the order of the contract:

1. The agreement will be effective October 1, 2018 to September 30, 2021.
2. The contract will amend the employee classifications covered by the agreement. A number of positions have been added, removed, incorporated or retitled.
3. Shift differential pay for Public Safety Dispatchers will increase from \$0.15 per hour to \$0.25 on 2<sup>nd</sup> shift and \$0.35 on 3<sup>rd</sup> shift.
4. Compensatory time will no longer require that an employee may only have up to 16 hours in their bank at any one time.
5. If an employee is called into work on a holiday, he/she shall be compensated at double time for hours worked.

6. Employees may extend the use of medical leave for immediate family members provided the leave meets the terms of the Family Medical Leave Act.
7. Compensation for unused medical leave at retirement will increase to 35% of accumulated balance.
8. The contract will follow workers' compensation benefits as allowed under the Nebraska Workers' Compensation law.
9. Employees will return to work immediately following a release to light duty from a workers' compensation injury.
10. The terms of the retirement savings plan have been defined in the agreement.
11. The pay plan has been adjusted from 11 steps to 8 steps.
12. Longevity pay, based on years of service, has been added to the contract.
13. Trainer pay, for Community Service Officers (CSO), has been added to the contract.
14. The Union will have access to new hires in the bargaining unit for 30 minutes at orientation.
15. VEBA contribution will increase from \$15 to \$20 per pay period.
16. Uniform language has been included to address the CSO and Police Record Clerk classifications.

### **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 the labor agreement between the City of Grand Island and the IBEW, Local 1597 Service/Clerical/Finance.

### **Sample Motion**

Move to approve the labor agreement between the City of Grand Island and the IBEW, Local 1597 Service/Clerical/Finance.



and

**UNION LOCAL NO. 1597, I.B.E.W., AFL-CIO**

**SERVICE/CLERICAL/FINANCE**

October 1, ~~2014~~2018 through September 30, ~~2018~~2021

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## AGREEMENT

THIS AGREEMENT, dated this \_\_\_\_ day of ~~September, 2014~~ 2018, by and between the CITY OF GRAND ISLAND (hereinafter referred to as the "City"), and UNION LOCAL NO. 1597, I.B.E.W., AFL-CIO (hereinafter referred to as the "Union"). The provisions of this agreement shall be effective from October 1, ~~2014-2018~~ through and including September 30, ~~2018~~2021.

### PURPOSE AND INTENT OF THE PARTIES

The purpose of the City and the Union entering into this labor agreement is to promote harmonious relations between the employer and the union, the establishment of an equitable and peaceful procedure for the resolution of differences, and the establishment of rates of pay and other conditions of employment.

### ARTICLE I - RECOGNITION

#### A. BARGAINING UNIT

The City hereby recognizes the Union as the sole representative of those full-time, regular status, non-supervisory employees in the following positions employed with the City. Nothing contained in this Article shall prohibit employees of the bargaining unit from seeking an election to revoke the authority of the Union to represent them prior to the expiration of this agreement. The Union further agrees that it will not do anything to discriminate against any employee who attempts the decertification of or resignation from the Union. The City agrees that it will take no overt action to aid any organization or association in an effort to decertify the Union during the term of this Agreement. Employees represented by this bargaining agreement are hereby defined as being those persons who are currently employed under the classifications outlined in Article I, Section B, hereof.

#### B. EMPLOYEE CLASSIFICATIONS

Administrative Assistant (~~Building~~, Fire, Parks, ~~Planning~~, Public Works, ~~Utilities~~)  
~~Accounting Clerk~~  
Accounting Technician (Streets)  
Accounts Payable Clerk  
Audio Video Technician  
Building Inspector  
~~Cashier~~~~Public Safety Dispatcher~~  
~~Community Development Administrator~~  
~~Community Development Specialist~~~~Computer Programmer~~Computer Operator  
~~Community Service Officer~~  
Computer Technician  
Crime Analyst  
~~Custodian (Police)~~Electrical Inspector

Emergency Management Coordinator  
 Engineering Technician (Public Works)  
 Evidence Technician (Police)  
 GIS Coordinator  
 Maintenance Worker I & II (Building, Library, Police)  
[Payroll Clerk](#)  
 Plans Examiner  
~~Planning Technician~~~~Plumbing Inspector~~~~Backflow~~  
 Plumbing/~~Mechanical~~ Inspector  
 Police Records Clerk  
[Public Safety Dispatcher](#)  
~~Secretary (Finance, Building,, Planning, Utilities)~~  
[Senior Accounting Clerk](#)  
 Shooting Range Operator  
~~Stormwater Technician (Public Works)~~[Wastewater Secretary](#)

Additional job classifications may be added to the bargaining unit by mutual written agreement of the parties.

## **ARTICLE II - HOURS OF WORK**

### **A. SCHEDULES OF WORK**

The City shall establish the work week, work day, and hours of work. The work week, work day and hours of work may vary according to the special requirements of any division or program. Hours worked shall include actual hours worked and shall not include paid leave, holidays, and vacation when calculating overtime. The City shall strive to make reasonable efforts so that all changes and work schedules, except in cases of emergency, shall be posted for all affected employees to see at least seventy-two (72) hours before the change is effective. Twenty-eight (28) days notice for shift workers will be provided for long term shift reassignments; however, the City retains the right to reassign at any time for extraordinary circumstances or disciplinary reasons.

### **B. REST PERIODS**

Employees may take a 15-minute rest period during the approximate middle of each one-half (1/2) work day; provided, however, that the granting of such rest periods shall be at such times as are the least disruptive of work in progress. If it is not feasible to grant any such rest periods, employees shall not receive additional pay or additional time off in lieu thereof. Non-shift employees shall be allowed at least one-half hour off, without pay, for a meal as close to the middle of the shift as possible. The employer retains the right to respond to emergency situations by not allowing a rest period. Rest periods shall not be cumulative. Unless prior supervisory approval is given, rest periods shall not be taken before one (1) hour after the employee arrives at work, or one (1) hour before the employee leaves work. Rest periods are considered work time. The provisions of this section may not be used for the purpose of regular and routine denial of rest periods.

### C. SHIFT DIFFERENTIAL

A shift differential of twenty-five cents (\$0.15-25) per hour shall be added to the base hourly wage for persons in the employee classifications listed below who work a **complete** shift that begins between 3:00 p.m. and 11:00 p.m. Employees who work complete shifts from 11:00 p.m. to 7:00 a.m. will receive a shift differential of thirty-five cents (\$0.25-35) per hour. This does not include persons who work the day shift. Shift differential will only be paid for actual hours worked. Paid leave will not qualify for the shift differential pay.

Public Safety Dispatcher

### D. OVERTIME AND COMPENSATORY TIME

1. Non-exempt employees who perform work in excess of forty (40) hours in a workweek, shall be compensated at the rate of one and one-half (1½) times their regular rate of pay for the excess hours worked. Compensation shall be in compensatory time or cash payment, at the option of the employee.

2. Overtime and compensatory time for work shall be accrued and compensated for in one-tenth (1/10) hour units.

3. This article shall not be construed as a guarantee of hours of work per day or per week. Overtime shall not be paid more than once for the same hours worked.

4. For purposes of calculating eligibility for overtime, "hours worked" shall include actual hours worked. Any payment for time not actually worked (leave time) shall not count towards the calculation of overtime.

5. In lieu of payment for overtime hours worked, the City may grant compensatory time off. One and one-half (1½) hours of compensatory time shall be credited for each overtime hour worked. Compensatory time may not be used on a holiday. Compensatory time may be accumulated up to sixty (60) hours annually ~~but an employee may only have up to sixteen (16) hours in their bank at any one time with the year~~ commencing October 1st. All compensatory time that is not used prior to the last pay period before September 15<sup>th</sup> of each year shall be paid out in cash to the employee at the regular hourly rate for the hours left in the compensatory time bank. The payout for the unused compensatory time shall occur in the last full pay period prior to or on September 15<sup>th</sup>, if September 15<sup>th</sup> is the last pay period of said year. It shall be permissible to use less than eight (8) hours at a time. The compensatory time off shall be taken at a time mutually agreed upon by the employee and his/her supervisor. It is understood that the usage of compensatory time is to be requested prior to being taken and the request may be denied as may any other leave request. Requests for the use of accrued compensatory time shall not be unreasonably denied.

6. All compensatory time must be recorded through the City's payroll system. Compensatory time kept by individual employees or their supervisors will not be recognized and is prohibited.

## **E. CALL-BACK PAY**

In the event an employee is called to duty during his or her off-duty time, and such time does not otherwise merge with his or her regularly-scheduled work schedule, such employee shall be paid at the rate of one and one-half (1 1/2) times their regular rate of pay for the actual number of hours worked, although the employee shall be compensated for no less than two (2) hours at the enhanced rate. Provided, however, that if the employee called back responds and performs the work from a remote location without reporting to the work site, he or she shall be compensated as set forth above, but the minimum compensation will be one (1) hour instead of two (2).

## **F. WORKING OUT OF CLASS**

The department director or his or her designee may temporarily assign an employee to perform the duties and responsibilities of a different position. If the temporary assignment is for a position with a higher pay scale and the employee is assigned to work out of class for more than five (5) consecutive work days, the employee is entitled to compensation, commencing on the sixth (6) day and thereafter, according to the higher pay scale at the level which will entitle the employee to a pay raise of at least 3%. At the end of the assignment, the employee will return to the rate of pay to which he or she would have been entitled to if no out of class assignment had been made.

# **ARTICLE III - HOLIDAYS AND HOLIDAY PAY**

## **A. HOLIDAYS**

The following holidays are observed:

New Year's Day	<u>January 1</u>
Martin Luther King, Jr. Day	<u>Third Monday in January</u>
Memorial Day	<u>Last Monday in May</u>
Independence Day	<u>July 4</u>
Labor Day	<u>First Monday in September</u>
Veterans' Day	<u>November 11</u>
Thanksgiving Day	<u>Fourth Thursday in November</u>
Friday following Thanksgiving	<u>Fourth Friday in November</u>
Christmas Day	<u>December 25</u>

## **B. HOLIDAY PAY AND HOLIDAY ON PAY**

Holiday pay shall consist of straight pay up to eight (8) hours plus additional compensation at the rate of 1.5 times the regular rate of compensation for those who are regularly scheduled to work. For those who are called into work on the holiday, they shall receive as compensation straight pay up to eight (8) hours for the holiday, plus additional compensation at the rate of ~~1.5~~ **two (2)** times the regular rate of pay for the actual hours worked as holiday on pay. No compensatory time may be accrued in lieu of being paid Holiday on Pay or Holiday Pay.

## **C. WEEKEND HOLIDAYS**

When a holiday falls on Sunday, the following Monday shall be observed as a holiday; when a holiday falls on Saturday, the preceding Friday shall be observed as the holiday; except, if ~~you work in~~ a shift position or any department that is open and operating twenty-four (24) hours a day seven (7) days a week, then the holiday shall be recognized on its actual day.

## **D. ELIGIBILITY FOR HOLIDAY PAY**

No employee shall be eligible for holiday pay unless he or she is in an active pay status the last regularly scheduled day before the holiday or the first regularly scheduled day after the holiday. Active pay status shall mean any pay status other than leave without pay or suspension without pay.

## **E. PERSONAL DAY**

Two (2) personal leave days will be given to employees each contract year. Two personal leave days will be given in October and must be taken by September 15th. Personal leave days may be taken at any time and may be taken in one (1) hour increments; provided, the time selected by the employee must have the prior approval of the employee's supervisor. The Director or his or her designees will make every effort to grant requested personal leave time; however, it must be approved in advance and will be granted on the basis of work requirements of the department. Use of personal leave will not be unreasonably denied. New employees who begin work on or after April 1 will not be eligible for personal days until the following October 1. Personal leave not taken by the dates set forth above expires and does not carry over. Employees will not be compensated for unused or expired personal leave days.

# **ARTICLE IV – VACATIONS**

## **A. ELIGIBILITY**

All full-time regular status employees are eligible to take vacation leave as it is earned and shall accrue vacation leave in bi-weekly increments as described below. Employees shall not earn or accrue any vacation time during their introductory period. Vacation may be taken at any time and may be taken in one half (1/2) hour increments; provided, the time selected by the

employee must have the prior approval of the employee's supervisor. Requests for vacation time will not be unreasonably denied.

## **B. AMOUNT AUTHORIZED**

Authorized vacation leave shall be computed on the following basis:

1. Upon successfully completing the six (6) month introductory period, an employee will have available forty (40) hours of vacation time. The employee will accrue an additional forty (40) hours in the first six (6) months of continuous service following the introductory period.

1.	Years 2 through 4	Eighty (80) Hours
2.	Years 5 through 9	One Hundred Fifteen (115) Hours
3.	Years 10 through 14	One Hundred Thirty-Six (136) Hours
4.	Years 15 through 19	One Hundred Sixty (160) Hours
5.	Years 20 through 24	One Hundred Seventy-Eight (178) Hours
6.	Years 25 +	Two Hundred (200) Hours

All vacation will accrue on a prorated basis using a twenty-six pay period year. Authorized vacation leave for regular employees working fewer than forty (40) hours per week shall be prorated based upon the normally scheduled hours worked. Credit toward vacation leave shall not be earned while an employee is on a leave of absence without pay.

## **C. VACATION SCHEDULE**

1. Vacation leave shall be taken at a time convenient to and approved by the Department Director or supervisor.

2. The Director or his or her designees will make every effort to grant requested vacation time; however, it must be approved in advance and will be granted on the basis of work requirements of the department. Each employee shall take a minimum vacation of five (5) consecutive days. In the event a holiday falls within the mandatory five-day term, such holiday use will satisfy the mandatory term requirements.

## **D. SENIORITY FOR VACATION AND PERSONAL HOLIDAY PLANNING**

The Department Director and/or supervisor shall grant leave on the basis of the work requirements of the City after conferring with employees and recognizing their wishes where possible. Preference in the scheduling of vacation and personal holiday time shall be given to employees within their job classification in order of their total length of employment with the City.

Job classifications with two or more employees will have two (2) vacation schedules that will run consecutively.

1. Prime Vacation Schedule: An employee may make one choice with a minimum of five (5) work days and a maximum of as many consecutive days as said employees has accrued vacation time. Vacation of greater than five (5) work days shall be consecutive work days so that only one block of vacation time is scheduled on the prime vacation schedule. The prime vacation schedule shall be completed by all employees in the effective job classification before the secondary vacation schedule is initiated for that classification.

2. Secondary Vacation Schedule: An employee may make as many selections as said employee has accrued vacation time.

#### **E. VACATION TIME CARRY-OVER**

1. An employee will be allowed to carry no more than the maximum amount of vacation that he or she can earn in one year, plus forty (40) hours.

2. An employee who fails to use his or her vacation time through the employee's own decision will not accrue additional vacation after reaching an amount equal to the maximum amount of vacation that he or she can earn in one year plus forty (40) hours.

~~Employees who have more than the limit allowed at the commencement of the contract will have until January 31, 2015 to come into compliance with the limits. After January 31, 2015 any amount above the limits will be forfeited.~~

#### **F. VACATION CREDIT ON TERMINATION AND RETIREMENT**

Upon separation, a regular status employee shall be paid for the unused portion of his or her accumulated vacation leave. Employees will not be allowed to schedule vacation at the end of their employment and will not accrue vacation leave or other benefits after their last day physically on the job.

### **ARTICLE V MEDICAL LEAVE, BEREAVEMENT LEAVE, AND FMLA LEAVE**

#### **A. AMOUNT AUTHORIZED**

Medical Leave. Medical leave shall be credited to all full-time employees as follows:

1. Eight (8) hours for each full calendar month of service.
2. For a calendar month in which an employee is paid for less than the full standard hours including paid leave, medical leave shall be awarded on a pro-rata basis.

#### **B. USE OF MEDICAL LEAVE**

Medical leave may be used under the following circumstances:

1. When an employee is incapacitated by sickness or injury.

2. For medical, dental, or optical examination or treatment.
3. When an employee is exposed to a contagious disease and attendance at duty may jeopardize the health of others.
4. For necessary care and attendance during sickness of a member of the employee's immediate family.

For purposes of medical leave, an immediate family member shall mean a child, spouse, parent, in-laws of the same relation, and other dependents for whom the employee is legally responsible. An employee may use up to eighty (80) hours of medical leave per year to care for immediate family members. In instances where extended care is needed [beyond eighty (80) hours per year], the qualifying family member must meet the definition of a serious health condition as defined by the Family and Medical Leave Act.

5. When absence is due to alcoholism or drugs, if medically diagnosed by a licensed physician and the employee is receiving assistance and has agreed to an approved course of treatment.
6. Medical leave shall not be granted in advance of accrual.
7. Leave without pay may be granted for sickness extending beyond the earned credits.
8. After six (6) continuous months of service, accrued vacation leave credits may be used for medical leave when medical leave credits have been exhausted.
9. Medical leave shall not continue to accrue while an employee is on unpaid leave.
10. The amount of medical leave charged against an employee's accumulated total shall be computed on the basis of the exact number of hours an employee is scheduled to work when medical leave is utilized; provided, that medical leave shall be debited in no less than one-half (½) hour units.

### **C. PROOF OF ILLNESS**

An employee who is absent for more than three (3) consecutive days because of personal illness or that of a member of his or her immediate family or household shall be required to furnish a statement signed by the attending physician. The Department Director may require this statement or other proof for an absence chargeable to medical leave of any duration.

#### **D. FRAUDULENT USE OF MEDICAL LEAVE**

The Department Director or his or her authorized representative may investigate any medical leave taken by any employee. False or fraudulent use of medical leave shall be cause for disciplinary action and may result in dismissal.

#### **E. COMPENSATION FOR UNUSED MEDICAL LEAVE**

1. An employee may accumulate medical leave to a maximum of one thousand three hundred thirty-nine (1,339) hours.

2. All employees shall be paid ~~twenty~~thirty-five percent (~~25~~35%) for their accumulated medical leave at the time of retirement or death, the rate of compensation to be based on the employee's salary at the time of retirement or death.

3. All employees shall be paid ~~twenty~~thirty-five percent (~~25~~35%) for their accumulated medical leave at the time of early retirement, which shall be defined as being at least fifty-five (55) years of age with ten (10) years of service, the rate of compensation to be based on the employee's salary at the time of early retirement; or an employee who has completed twenty-five (25) years of service. The payout for this medical leave shall go to the employee's VEBA account.

#### **F. NOTIFICATION OF ILLNESS**

If an employee is absent for reasons that entitle him or her to medical leave, the employee or a member of employee's household shall notify the employee's supervisor at least thirty (30) minutes prior to scheduled reporting time. If an employee fails to notify such supervisor, when it was reasonably possible to do so, no medical leave shall be approved. Upon return to work, the employee shall submit a leave ~~form~~request to his or her supervisor.

#### **G. FAMILY AND MEDICAL LEAVE ACT POLICY**

Employees shall be covered by the City's Family and Medical Leave Act Policy as set forth in the Employee Personnel Rules and Regulations and amendments thereto.

#### **H. USE OF BEREAVEMENT LEAVE**

Bereavement leave shall be granted to eligible employees for up to two (2) days per calendar year for non-immediate family members. Non-immediate family member shall mean aunts, uncles, nieces and nephews. Any portion of a work day used for bereavement leave shall be considered a full day of bereavement leave. An employee shall be eligible to use up to three (3) days of paid bereavement leave per occurrence for the death of an immediate family member which includes parents, spouses, children, siblings, grandparents, grandchildren, and in-laws of the same relation, regardless of when it occurs. In addition to the use of bereavement leave as set forth hereafter, medical leave may be granted at the discretion of the Department Director and City Administrator for the death of a member of an employee's immediate family because of

unusual circumstances. To attend the funeral of someone other than immediate and non-immediate family, an employee shall take vacation leave.

## **ARTICLE VI - MILITARY LEAVE**

### **A. MILITARY LEAVE**

The provisions relating to military leave shall be as provided by Nebraska Statutes.

## **ARTICLE VII - COURT LEAVE**

### **A. WHEN AUTHORIZED**

An employee who is required to serve as a juror in a federal, state, county, or municipal court, or as a litigant or witness in a case resulting directly from the discharge of his or her duties as an employee, shall be granted court leave with full pay to serve in that capacity; provided, however, that when the employee is a litigant or witness in non-employment related litigation, such employee shall not be granted court leave but may use vacation leave or compensatory time for the length of such litigation.

### **B. PROCEDURE**

An employee who is called for compensable litigation, witness or jury duty shall present to his or her supervisor the original summons or subpoena from the court, and at the conclusion of such duty.

### **C. FEES**

Fees received for compensable witness and jury service in a federal, state, county or municipal court shall be deposited with the City Finance Director upon the employee's receipt thereof. [No employee shall receive witness fees paid from City funds.](#)

## **ARTICLE VIII - LEAVE WITHOUT PAY**

### **A. PROCEDURE**

The provisions relative to leave without pay shall be as follows:

1. Leave without pay may be granted to an employee upon approval of the City when it is in the best interest of the City for any good cause. A Department Director may grant an employee leave without pay for up to thirty (30) days time. Any appointment made to a position vacated by an employee on leave without pay shall be conditional upon the return of the employee on leave.

2. Before an employee may request unpaid leave, he or she must first use all eligible leave balances.

3. When leave without pay is requested pursuant to the Family and Medical Leave Act (FMLA) policy, Articles of this contract shall govern to the extent they are not inconsistent with Federal law.

## **B. LIMITATIONS**

Leave without pay shall be subject to the following provisions:

1. At the expiration of leave without pay, the employee shall return to the position held prior to such leave.

2. Vacation and medical leave credits shall not be earned during leave without pay.

3. Leave without pay shall not constitute a break in service, but time off will not be credited towards retirement.

4. Leave without pay for more than fifteen (15) days during the introductory period shall not be counted as part of that period, but the employee to whom such leave has been granted shall be allowed to complete his or her introductory period on return from leave.

5. Failure to report at the beginning of the next scheduled workday following the expiration of a leave of absence shall be considered resignation unless excused by the City after reasonable notice.

6. An employee on leave without pay shall be permitted to maintain health insurance coverage under the group policy at his or her own expense during such permitted leave without pay.

## **ARTICLE IX – ~~LEAVE TO SUPPLEMENT~~ WORKERS COMPENSATION ~~BENEFITS~~**

### **A. POLICY**

Any employee covered by this contract who sustains an on-the-job injury compensable under the Nebraska Workers Compensation Act shall receive workers compensation benefits as allowed under the Nebraska Workers' Compensation law.~~may be granted injury leave to allow the employee to receive the equivalent of the employee's net pay at the time of the injury. This period shall be up to one hundred fifty (150) consecutive calendar days following the original date of disability which shall mean that the employee is unable to perform the job duties as defined by the employee's job description. Any recurrence or exacerbation of an injury shall relate back to the original injury for purposes of this article, including the commencement date of the 150 day period.~~

### **~~B. DEFINITIONS~~**

~~Temporary disability shall mean the complete inability of an employee, for reasons of accident or other cause while in the line of duty, to perform the job duties as defined in the employee's job description, for a period of time not to exceed one hundred fifty (150) consecutive calendar days from the date of injury or the date that the disability begins.~~

~~Injury leave shall mean paid leave provided by the City to an eligible employee when that employee has no other paid leave available.~~

### **~~C. APPLICATION OF WORKERS' COMPENSATION AND OTHER LEAVE BALANCES~~**

~~All payments of salary provided by this article shall be subject to deduction of amounts paid under the Nebraska Workers' Compensation Act and other city leave balances as set forth below:~~

~~1. Pursuant to the waiting provisions in Section 48-119 of the Nebraska Workers' Compensation Act, no workers' compensation shall be allowed during the first seven (7) calendar days following the date of injury or date that temporary disability begins, unless the disability continues for six (6) weeks or longer. When the disability lasts less than six (6) weeks, an employee may use medical or vacation leave for the initial seven (7) days. If no other leave is available, the City shall grant the employee temporary injury leave.~~

~~2. The employee shall retain all Workers' Compensation payments following the initial waiting provisions as set forth above.~~

~~3. While on leave of any nature, the total compensation paid to an employee, including salary, wages, workers' compensation benefits, leave pay, and amounts collected from any other party (except the employee's private insurance) shall not exceed the employee's net salary at the time of the commencement of the leave, plus any allowed and approved cost of living increase which commences during the period of leave.~~

### **~~DB. SUBROGATION~~**

~~The City reserves a right of subrogation because of payment to any employee who is disabled or injured by a third party, and reserves the right to pursue collection from the employee of any money paid by the third party to the extent of the City's payment. Should the employee collect from a third party for wages, salary, or expenses otherwise paid by the City, he or she will reimburse the City for money paid resulting from the injury. The City reserves any other subrogation rights provided under Nebraska law. To the fullest extent permitted by law, the City of Grand Island, its insurers, and third-party administrators reserve the right of subrogation because of workers compensation benefits or medical expenses paid or to be paid to or on behalf of any employee who is injured or disabled by a third party, and reserves the right to (i) pursue collection from the employee of any money paid by the third party to the extent of payments by the City, its insurers, and third-party administrators, and (ii) pursue collection from any such third party.~~

#### **~~E. — LIMITATION OF LEAVE~~**

~~Use of injury leave to supplement worker's compensation will not be available to employees following one hundred fifty (150) consecutive days from the original date the disability begins.~~

~~Any employee whose employment by the City is terminated due to exceeding the 150 day period or extension shall be compensated for any remaining unused medical leave as in the case of retirement.~~

~~If an employee reaches maximum medical improvement (MMI) and it is determined that the employee cannot perform the essential functions of the job, the employee may be terminated prior to the expiration of the 150 day period and will be compensated for any unused medical leave as in the case of retirement.~~

#### **~~FC. LIGHT DUTY POLICY~~**

The City may provide light duty work when possible for a defined period of time, not to exceed one hundred fifty (150) days, for employees that are injured due to a work related situation. Employees will follow the City's Light Duty Policy. The commencement of light duty work and/or modified duty work shall be five (5) calendar days immediately from the date of disability ~~unless the employee is willing to return sooner~~. Any employee who does not willingly return to light duty work who is released by a doctor to do so, shall not be entitled to supplement worker's compensation benefits with injury or medical leave.

#### **~~G. — WORKER'S COMPENSATION AND FMLA~~**

~~Leave taken in conjunction with worker's compensation injuries will be counted as part of the employee's 12 week FMLA entitlement.~~

#### **~~H. — LEAVE NOT CUMULATIVE~~**

~~The maximum periods for leave to supplement workers compensation and light duty are concurrent and not cumulative. Neither leave to supplement workers compensation nor light duty will be available to employees following one hundred fifty consecutive (150) days from the original date the employee is unable to perform the job duties as defined by the employee's job description because of an on-the-job injury.~~

#### **~~I. — DRUG TEST FOR CAUSE~~**

~~Any employee that is involved in a worker's compensation claim involving an injury or an accident involving an injury shall be required to submit to a drug test for cause. Additionally, if an employee is operating a city vehicle and is involved in an accident while in the operation of said vehicle, there shall be a drug testing for cause. Any employee involved in any such injury or accident shall immediately notify his or her supervisor and the Human Resources Department so that immediate arrangements can be made for the drug testing to promptly be carried out.~~

## ARTICLE X - GENERAL PROVISIONS CONCERNING LEAVE

### A. ABSENCE WITHOUT APPROVAL

An employee who is absent from duty without approval shall receive no pay for the duration of the absence, and unless there is a legitimate reason for the absence, shall be subject to disciplinary action. An employee who is absent without approval for three (3) consecutive days is considered to have resigned unless waived by the City.

### B. LEAVE ~~FORM~~REQUEST

For all leaves except unforeseeable medical leave or other emergency situations, a ~~written leave request on the authorized leave form~~, indicating the kind of leave, duration, and dates of departure and return, must be approved prior to taking leave. In the case of unforeseeable medical leave or other emergency situation, the ~~form request~~ shall be completed and submitted for approval upon the employee's return to duty. Unless a leave ~~form request~~ approved by the supervisor substantiates an absence, an employee shall not be paid for any absence from scheduled work hours.

## ARTICLE XI - ~~PENSION~~ RETIREMENT SAVINGS PLAN

### A. ~~PENSION~~RETIREMENT SAVINGS PLAN

~~1. —~~The City agrees that the employees covered under this agreement will participate in the City's mandatory retirement defined contribution savings plan. Employees shall contribute through deductions from pay six (6) percent of gross earnings and shall be matched six (6) percent by the City. Employee eligibility is effective on date of employment. A five (5) year vesting schedule applies to the City's contributions.  
~~are covered under the pension plan adopted by Ordinance No. 4244, as amended.~~

### B. AMENDMENTS

The City reserves the right to change the retirement savings plan in accordance with mandatory existing and future statutes or federal legislation or regulations.

## ARTICLE XII - SENIORITY

### A. SENIORITY

1. Seniority shall accrue to an employee from his or her first day of employment with the City and shall vest upon completion of the employee's probationary period.

2. Continuous service as used in Section 1 hereof means an employee's total continuous length of service with the City without break or interruption; provided, that lay-off of one (1) year or less, any suspension for disciplinary purposes, absence on authorized leave with or without pay, absence while receiving temporary total disability benefits under the Nebraska Worker's Compensation Act, and any absence due to serving as a union officer or official whether elected or appointed, shall not constitute a break or interruption in service within the meaning of this Article.

3. After an employee satisfactorily completes his or her initial introductory period of employment with the City, his or her seniority shall be effective from the date on which the employee was hired.

4. A list of employees arranged in order of their seniority as defined herein will be made available for examination by employees upon request by the union.

5. Where two or more employees were hired in the bargaining unit on the same date, their seniority standing shall be determined in the order in which they filed their application for such employment.

6. Whenever it is determined to be in the best interest of the City to reduce its workforce, the factors that will be taken into consideration, in no particular order of importance, shall include, but are not limited to:

- The employment policies and staffing needs of the department, together with contracts, ordinances, and statutes related thereto and budgetary considerations;
- Required federal, state, or local certifications or licenses;
- Seniority;
- The performance appraisal of the employees affected, including any recent or pending disciplinary actions;
- The knowledge, skills and abilities of the employee; and
- The multiple job skills recently or currently being performed by the employee.

A determination will be made as to the classifications to be affected by a reduction in force and the number of employees to be laid off. A determination as to whether any employees within a job classification should be exempted from consideration due to the existence of a required federal, state, or local certification, or license will also be made at this time.

Employees laid off under this reduction in force policy shall be eligible for recall for a period of two (2) years after layoff. If, within two (2) years after layoff, a new position is opened within the reduced job classification for the department, the employee shall be recalled in the reverse order of layoff. After two (2) years, the employee will have no preference for rehire.

7. If the City elects to fill a position or promote from within a pool of existing City employees, the factors to be considered may include, but are not limited to, those factors listed for consideration for reductions in the workforce in this article.

## ARTICLE XIII - RATES OF PAY FOR WORK PERFORMED

### A. SURVEY

The City and the Union surveyed the following array of cities to determine current labor market comparable salaries and benefits for work performed in the various job classifications covered by this agreement: Ames, Iowa; Iowa City, Iowa, Jefferson City, Missouri, Lawrence, Kansas, Sioux City, Iowa, St. Joseph, Missouri, Rapid City, South Dakota and Manhattan, Kansas. Said array conforms to the standards established by the Nebraska Commission of Industrial Relations (CIR). Using the survey results, the Union and the City established a pay range for each class of work covered by this agreement.

### B. ~~2014-2015~~18 - 2019 FISCAL YEAR

See Exhibit "A", attached hereto. ~~E, employees in Step 9 on October 1, 2015 shall move to Step 10~~ effective the first full pay period on or after October 1, ~~2015~~2018.

### C. ~~2015-2016~~19 - 2020 FISCAL YEAR

See Exhibit "B", attached hereto. ~~Employees in Step 9 on October 1, 2015 shall move to Step 10~~ effective the first full pay period on or after October 1, ~~2015~~2019.

### D. ~~2016-2017~~20 - 2021 FISCAL YEAR

See Exhibit "C", attached hereto. ~~E, employees in Step 10 on October 1, 2016 shall move to Step 11~~ effective the first full pay period on or after October 1, ~~2016~~2020.

### ~~E. 2017 - 2018 FISCAL YEAR~~

~~See Exhibit "D", attached hereto, effective the first full pay period on or after October 1, 2017.~~

### ~~FE. FUTURE CHANGES AND RATE OF PAY~~

It is understood and agreed that payment of future rates is contingent upon the City adopting budget statements and appropriations for ordinances sufficient to fund such payments and salary ordinances authorizing such payments. The Union acknowledges that the City must comply with the Nebraska Budget Act.

### ~~GF. PAY PLAN~~

1. Employees, prior to advancing in step or grade, shall be evaluated. Employees will be considered for pay schedule step increases upon the following schedule. Such adjustments in pay shall be effective on the first day of a pay period falling on or immediately after the classification anniversary. Prior to advancing in a step or grade, employees will be evaluated on their performance at least annually. An employee must have satisfactory performance ratings in order to receive an increase in pay, other than a salary table adjustment.

Step 1            Entry Level

Steps 2 - ~~14~~8 Upon the successful completion of the anniversary of the employee's hire date or the anniversary date of the employee's promotion or demotion.

2. The introductory period for new employees shall be six (6) months, unless otherwise extended by the Department Director.

3. Employees received the highest possible rating may be considered for more than a one-step increase when recommended by the Department Director.

4. In no case shall any employee be advanced beyond the maximum rate of pay grade for his or her class of position.

#### **G. LONGEVITY**

Effective the first full pay period in October 2018, in addition to an employee's base salary provided for elsewhere in this Agreement, each employee of the bargaining unit shall annually receive longevity pay based upon the total length of service with the City. Such pay shall be effective beginning with the first full pay period following completion of the specified years of service. Payment shall be made on a prorated basis on each regular pay day. The following annual longevity pay rate schedule shall apply:

<u>5 years</u>	<u>\$ 226.00 (Beginning 6th Year)</u>
<u>10 years</u>	<u>\$ 443.00 (Beginning 11th Year)</u>
<u>15 years</u>	<u>\$ 624.00 (Beginning 16th Year)</u>
<u>20 years</u>	<u>\$ 796.00 (Beginning 21st Year)</u>
<u>25 years</u>	<u>\$ 994.00 (Beginning 26st Year)</u>
<u>40 years</u>	<u>\$1,174.00 (Beginning 41st Year)</u>

#### **H. TRAINER PAY**

The hourly rates for Community Service Officers training new Community Service Officers shall increase three percent (3%) during the training period.

### **ARTICLE XIV - EMPLOYEE RELATIONS**

#### **A. GENERAL**

Every employee shall fulfill conscientiously the duties and responsibilities of his or her position. Every employee shall conduct himself or herself at all times in a manner which reflects credit on the City. Every employee shall be impartial in all of his or her official acts and shall in no way endanger nor give occasion for distrust of his or her impartiality.

## **B. MEMBERSHIP IN UNION**

1. An employee shall have the right to join or refrain from joining this union.
2. This union shall not exert pressure on any employee to join it.
3. The union shall not discriminate in membership on the basis of race, religion, national origin, color, age, gender, disability status, or political affiliation.
4. At any meeting between a representative of the City and an employee in which discipline (including warnings which are to be recorded in the personnel file, suspension, demotion, or discharge for cause) is to be announced, the employee may request representation from the Union.
5. The City agrees to allow the Union access to new hires within the Service/Clerical/Finance bargaining unit for up to thirty (30) minutes during orientation.

## **C. DISCIPLINE PROCEDURES**

Chapters 1, 2 and 3 of the City Personnel Rules in effect as of ~~4/13/2012~~10/15/2014 and as may be amended if agreed to by both parties, shall apply to all disciplinary procedures for members of this bargaining unit. In the case of suspension without pay, demotion, or termination, the employee or the Union may request non-binding arbitration as set forth below if they are dissatisfied with the Mayor's determination if a Mayoral hearing is requested as outlined in the Personnel Rules.

If Arbitration is requested by either party for termination, demotion, and/or suspension an impartial Arbitrator shall be selected in the following manner. The Federal Mediation and Conciliation Service shall be requested to furnish a listing of seven (7) available Arbitrators. From this listing, the City and the Union shall alternately strike names three (3) names each. The remaining named Arbitrator on the listing shall be designated to act as Arbitrator to the dispute.

1. As soon as possible after the selection of the Arbitrator, the Arbitrator shall meet with the City and the Union to give due consideration to the dispute. A decision, in writing, from the Arbitrator shall be forwarded to both parties of the dispute within thirty (30) calendar days after the final meeting concerning the dispute. The decision by the Arbitrator shall be non-binding on the parties thereto.

2. In each case submitted to the Arbitrator, the Arbitrator shall make written findings setting forth the reasons for his/her decision, referring to the express provision of the Agreement interpreted and applied, the manner in which either party failed to perform such provision and the decision by the Arbitrator as to how it should be performed in accordance with the terms of this Agreement.

#### **D. EXPENSES OF ARBITRATION**

Each party shall bear the expense of preparing and presenting its own case and the expense of the Arbitrator, and incidental expenses mutually agreed to in advance shall be borne equally by the parties hereto.

### **ARTICLE XV – GRIEVANCE PROCEDURE**

An alleged grievance arising from an employee shall be handled either by following the City Personnel Rules, or the Grievance Procedure in the manner described below. The employee must choose, prior to beginning the process, to either follow the Personnel Rules or this Grievance Procedure – the employee may not do both. The employee must make this choice within three (3) business days.

A grievance for the purpose of this Agreement refers to a question of the interpretation of the terms of the labor agreement between the City and the Union.

**First Step** - Any employee who believes that he or she has a justifiable request or grievance shall discuss the request or complaint within five (5) work days with his or her foreman, with or without the Union steward being present, as the employee may elect, in an attempt to settle same.

The foregoing procedure, if followed in good faith by both parties, should lead to a fair and speedy solution of most of the complaints arising out of the day to day operations of City government. However, if a complaint or request has not been satisfactorily resolved in Step 1, it may be presented and must be in writing and processed in Step 2 if the Union steward determines that it constitutes a meritorious grievance. A grievance, to be considered beyond Step 1, must be filed in writing with the foreman on forms provided by the City.

**Second Step** - If the alleged grievance is determined to be valid, the employee or his or her designated representative shall present it within ten (10) work days after the discussion with the foreman. The supervisor shall notify the employee in writing, within five (5) work days of his or her decision.

**Third Step** - If the grievance is not settled to the satisfaction of the employee, the employee or designated representative shall present it to the head of the department in writing within five (5) work days of the receipt of the decision of the immediate supervisor. The head of the department, or his or her designated representative, shall consider the grievance and shall notify the employee in writing of a decision within five (5) work days of the receipt of the grievance.

Fourth Step - If the grievance is not settled to the satisfaction of the employee, the employee or designated representative shall present it in writing to the [Personnel-Human Resources](#) Director within three (3) work days after the decision of the Department Director. The [Personnel-Human Resources](#) Director shall investigate the case within seven (7) work days and make a recommendation to the Chief Administrative Officer. The Chief Administrative Officer shall notify the employee of the decision made and of any action taken within seven (7) work days of the receipt of the grievance.

Fifth Step - If the grievance is not settled by the Chief Administrative Officer to the satisfaction of the employee, the employee may appeal, in writing, within ten (10) days of the receipt of the Chief Administrative Officer's decision to the arbitration. The arbitration procedure established in this step shall extend only to those grievances which are arbitrable under this agreement. The arbitration procedure shall be as follows:

- a. The City and the Union shall obtain from the Federal Mediation and Conciliation Service a list of five (5) arbitrators. The City and Union shall take turns striking arbitrators until there is one left. The Union shall have the first strike. After the Union uses its first strike, the City shall exercise their first strike. The Union shall then exercise their final strike followed by the City exercising their final strike. A finding or award of the Arbitrator shall be advisory upon the parties.
- b. The procedure to be followed in submitting the grievance to the Arbitrator shall, unless agreed upon by the parties prior to the hearing, be determined by the Arbitrator.
  - i. It is understood and agreed between the parties that the decision of the Arbitrator, constituted as set forth above, shall be advisory upon the parties, and that the Arbitrator's jurisdiction shall be limited to the application of this contract. The Arbitrator does not have the jurisdiction to amend, alter, enlarge, or ignore any provision of this contract.
  - ii. The expenses of the Arbitrator shall be shared equally between the City and the Union.
  - iii. It is specifically agreed that grievances shall not be combined for purposes of submitting them to arbitration. Only one grievance shall be heard in an arbitration proceeding.
  - iv. If the City raises the question as to whether a grievance is arbitrable under this section, the Arbitrator will not proceed under the assumption that the grievance is, in fact, arbitrable but must specifically rule on such question with the reason given therefor as part of their written decision. The Arbitrator may rule on the arbitrability and the merits in the same hearing.

## **ARTICLE XVI - OTHER BENEFITS**

## **A. MEDICAL INSURANCE**

The City agrees to provide health, dental, and long-term disability insurance during the term of this agreement for the employee and employee's dependents at the same benefit level and employee contribution level as provided to other City employees not governed by a collective bargaining agreement under the City's general group insurance plans. The City's general group insurance plan year runs from October 1 through September 30 of each year.

The City agrees to establish and maintain an employee advisory committee to aid in obtaining medical and dental insurance.

An employee who is on approved leave of absence without pay, for non-FMLA purposes, will not be removed from coverage under the City's health and dental insurance unless they are disqualified by the plan. The employee shall be allowed to participate in the plan and pay the entire premium.

~~An employee who is on approved leave of absence without pay, for any leave of absence covered under the FMLA, will not be removed from coverage under the City's health and dental insurance and the employee shall be allowed to participate in the plan at the employee's expense.~~

## **B. CAFETERIA PLAN**

The City agrees to ~~implement~~ maintain a ~~pre-tax contribution~~ cafeteria plan ~~for medical and hospitalization insurance expenses that meets the specific requirements of and regulations of Section 125 of the Internal Revenue Code.~~

## **C. LIFE INSURANCE**

The City will provide a life insurance policy for the employees at a level of Fifty Thousand and No/100 Dollars (\$50,000.00). ~~The employee will be required to pay the premium on the life insurance policy during any leave of absence without pay for the first sixty (60) days. Thereafter, such employee will be dropped from the life insurance plan. The employee shall pay both the City's premium and his or her optional insurance premium during this period. Such policy shall contain an option allowing the employee to purchase additional term insurance as provided by the plan. The premium for the optional insurance shall be paid by the employee.~~

## **D. UNION BULLETIN BOARD**

The City agrees to provide space for the Union to erect a bulletin board for each division of sufficient size for the posting of notices of union meetings, union elections, union election results, union appointments to office, and union recreational or social affairs. Any material posted on said bulletin board(s) shall either be on union stationery or otherwise authenticated and authorized by an officer of the union. No item may be posted on the bulletin board(s) unless the item has been approved for posting by the Mayor or his or her designated representative and such approval shall not be unreasonably withheld.

## **E. SAFETY COMMITTEE**

The City shall maintain an appropriate safety committee and the Union shall be able to have a representative participate on said committee.

## **F. TRAVEL TIME REIMBURSEMENT**

If an employee has to travel for approved City purposes other than a normal commute to and from his or her primary place of work (e.g., work related seminars and training), the employee will receive mileage and compensation consistent with Federal and State law.

## **G. TUITION AND BOOK REIMBURSEMENT PROGRAM**

Tuition and book reimbursement shall be available, subject to the following restrictions, for the purpose of enhancing the knowledge and skills of employees to better perform their current duties within the confine stated below:

1. **Qualification Process.** The determination of whether a request qualifies for the tuition reimbursement program shall be made by the Department Director and City Administrator based upon the following considerations:

- a. There is budget authority.
- b. The course is to be a core course offered by an accredited college or university which is directly related to the job of the employee and books and fees are necessary for the course.
- c. There is Department Director and City Administrator approval.
- d. The employee requesting reimbursement is not eligible for any other assistance programs.

2. **Approval Process.** To receive tuition reimbursement, the employee must submit a "Tuition Request Form", which shall contain the qualification information discussed above, as well as the employee's financial request prior to beginning the course. Reimbursement approval is limited as follows:

- a. Base tuition and necessary books and fees only.
- b. If the employee is eligible for other assistance programs, the City will provide secondary benefits only.

3. **Reimbursement Process.** Any employee requesting tuition reimbursement shall submit a grade report, documentation of payment of reimbursable costs, and the tuition request form to the Human Resources Department for processing for payroll. A grade of "B" or higher will qualify for reimbursement at 100% of the amount allowed and a grade of "C" to "B-" will qualify for 85% of the allowed amount.

4. **Service Requirement.** Tuition reimbursement is available to regular status full-time employees.

5. **Eligibility Requirements.** Payment for tuition reimbursement shall be limited as follows:

- a. No tuition reimbursement shall be available until after the completion of the introductory period. Requests for reimbursement and supporting documentation must be turned in within thirty (30) days after completing the course.

6. **Effective Date.** The tuition reimbursement program is a non-retroactive policy and shall go into effect on the date of the ratification of this contract.

The City makes no commitment to provide for the total cost of a higher education course or for all courses leading to a degree. Each course shall be evaluated separately on its merit by the Department Director and the City Administrator to determine eligibility for tuition and related expense reimbursement. Doctoral or PhD level classes and degree programs are not eligible for reimbursement. To be eligible for reimbursement, the course must also be a course or program offered by an accredited college or university.

## **H. BILINGUAL PAY**

Employees who are proficient in an approved second language will be paid One Thousand Five Hundred and No/100 Dollars (\$1,500.00) per calendar year, payable in the second check in November. In order for an employee to collect bilingual pay, the employee must be actively employed in November. The Department Director will determine whether bilingual skills are needed based upon the interaction of the department with the public. If bilingual skills are needed, the Department Director will determine which languages are “approved” based upon the needs of the department as they relate to the demographics of Grand Island.

A test will be given by the Human Resources Department to test the proficiency of the employees in each approved language before an employee is eligible for bilingual pay. The bilingual test will measure, among other things, an employee’s conversational ability.

Bilingual pay will be prorated based on the employee’s average hours worked. An employee that is hired as an interpreter will not be eligible for bilingual pay.

## **I. VOLUNTARY EMPLOYEE BENEFITS ASSOCIATION (VEBA)**

All employees will be eligible to participate in the group VEBA. A contribution will be made on the employee’s behalf each pay period in the amount of ~~Fifteen~~ Twenty and No/100 Dollars (\$~~1520~~.00). Employees will have access to the money in their VEBA account for eligible medical expenses upon termination with the City.

## **J. UNIFORMS**

The City shall provide for new Community Service Officer (CSO) employees covered under this contract upon hire, uniform items consisting of: two (2) long sleeved shirts; two (2) short sleeved shirts; two (2) pairs of pants; two (2) pairs of shorts; one (1) hat or visor; and one (1) coat.

The City shall provide a uniform allowance to be paid at the rate of Twenty-Five Dollars (\$25.00) per pay period per full-time employee. The City shall provide and replace, to each CSO covered by this agreement, equipment specific to the position.

The employee will be responsible for the replacement of unserviceable garments. Replacement garments shall meet departmental uniform standards. Management reserves the right to mandate the replacement of unserviceable garments.

The City shall provide for new Police Record Clerk employees covered under this contract upon hire, uniform items consisting of three (3) short sleeve shirts. Upon completion of the employee introductory period, the City shall provide two (2) additional short sleeve shirts. Thereafter, the City shall provide two (2) short sleeve shirts annually. A Police Record Clerk may substitute one (1) short sleeve shirt for a jacket provided the employee pays the cost difference.

## **ARTICLE XVII - MANAGEMENT RIGHTS**

### **A. OPERATION IN BEST INTEREST OF CITY**

The City has endorsed the practices and procedures of collective bargaining as an orderly way to conduct its relations with this group of employees, provided, that the City, acting through its chief administrative officer, retains the right to effectively operate in a reasonable and efficient manner to serve the best interests of all the citizens of the City.

### **B. STATUTORY AND ORDINANCE RIGHTS**

This agreement in no way changes the power of the City to exercise any and all powers vested in it by the statutes of the State of Nebraska and the Grand Island City Code except as limited by the terms of this agreement and the principles of collective bargaining and labor law.

### **C. OTHER RIGHTS**

It is understood and agreed that the City possesses the sole right to operate and conduct municipal functions and that all management rights repose in it, but that such rights must be exercised consistently with the other provisions of this contract. These rights include but are not limited to the following:

- a. Discipline or discharge for matters arising under this agreement or the City's Personnel Rules and Regulations.
- b. Direct the work force.
- c. Hire, assign, or transfer employees.
- d. Determine the mission of the City.
- e. Determine the methods, means, number of personnel needed to carry out the City's mission.
- f. Introduce new or improved methods or facilities.
- g. Change existing methods or facilities.
- h. Contract out for goods or services.
- i. Reductions in workforce in the best interests of the City.
- j. The right to classify jobs and allocate individual employees to appropriate classifications based upon duty assignment.

#### **D. PRIOR AGREEMENTS SUPERSEDED**

This document constitutes the sole and complete arrangement between the parties. The parties acknowledge that they have had the opportunity to present and discuss proposals on any subject which is (or may be) subject to collective bargaining. Any prior commitment or agreement between the employer and the Union or any individual employee covered by this agreement is hereby superseded.

#### **E. MATTERS NOT MENTIONED**

Any and all matters not specifically mentioned in this agreement are reserved to the City. Such matters reserved to the City and all matters specified in Paragraph "C" above (except "a", covering discipline and discharge for just cause) as management rights shall not be subject to the grievance procedures or negotiations during the life of this agreement. Matters that are mandatory topics of collective bargaining under applicable law will not be amended without mutual agreement during the term of this contract. All provisions of Chapters ~~one~~One, ~~two~~Two, and ~~three~~Three of the City Personnel Rules and Regulations now in effect not in conflict with this contract are by this reference made a part of this Agreement and shall not be amended unless agreed upon by both the Union and the City.

#### **F. INDUSTRIAL RELATIONS**

All industrial relations functions of the City shall be handled by the Mayor or his or her designated representative. The Union will not approve or encourage its membership to engage in

industrial relations functions with anyone other than the Mayor or his or her designated representative.

#### **G. PERSONNEL FUNCTIONS**

All personnel functions of the City shall be handled by a duly designated representative of the Mayor or Chief Administrative Officer. The Union agrees that it shall deal with the City only through the Chief Administrative Officer, or his or her designated representative.

#### **H. MEMBERS OF CITY COUNCIL**

The Union and its membership agree that it will not contact or deal with any of the members of the City Council concerning any aspects of negotiations, grievances, or any other relationship between the Union and the City.

### **ARTICLE XVIII - GENERAL PROVISIONS**

1. a. No representative of the Union shall be permitted to come on any job site of the City for any reason without first presenting his or her credentials to the Mayor or Department Director, and obtaining permission to come on the job site of the City. Such permission shall not be unreasonably withheld.

b. Stewards shall be selected by the Union to conduct lawful functions on behalf of the employees in the bargaining unit. The Union shall furnish the City with the names of any stewards selected. All stewards shall be regular full time employees of the City. Stewards shall report to the department director or the director's designee prior to leaving work to perform the steward's duties and upon the return to work after performing such duties. Time off to perform such duties is not an unlimited right and reasonable restrictions may be imposed by the City consistent with this contract and applicable labor laws. Such leave will be without pay unless the employees requests to use accumulated vacation or personal leave.

2. The Union agrees that it or its members will not solicit membership in the Union or otherwise carry on Union activities during working hours.

3. The City agrees not to discriminate against any employee on the basis of race, creed, color, sex, age, or national origin, as provided by law.

4. The City and the Union agree not to interfere with the right of employees to become or not to become members of the Union, and further, that there shall be no discrimination or coercion against any employee because of union membership or non-membership.

5. The employer will not aid, promote or finance any labor group or organization which purports to engage in collective bargaining or make any agreement with any individual, group, or organization for the purpose of undermining the Union or which is in conflict with this agreement.

6. The Union agrees to indemnify and hold the City harmless against any and all claims, suits, orders, or judgments brought or issued against the City as a result of any action taken or not taken by the City under this Article. This Article shall become null and void for the remaining life of the contract, effective immediately, in the event the union or its members participate in a strike, slowdown, work stoppage, or other intentional interruption of operation.

## **ARTICLE XIX - STRIKES AND LOCKOUTS**

1. Neither the Union nor any of its officers, agents, or employees will instigate, promote, sponsor, engage in, or condone any strike, slowdown, concerted stoppage of work, or any other intentional interruption of the operations of the City, regardless of the reason for so doing. Any or all employees who violate any of the provisions of this Article may be summarily discharged or disciplined by the City.

2. The City will not lock out any employees during the term of the agreement as a result of a labor dispute with the union.

## **ARTICLE XX - DURATION OF CONTRACT**

1. All of the terms, rights, obligations, benefits and conditions of this agreement will expire on its termination.

2. This agreement shall continue in full force and effect until Midnight on September 30, ~~2018~~2021.

Negotiations for a new agreement to take effect upon the termination of this agreement may begin on January 1st of the year of termination of this agreement with the expectation to start no later than February 1st of that year and the expectation is that it be completed no later than April 30<sup>th</sup> for budget preparation purposes unless an extension is agreed to by both the Union and the City.

## **ARTICLE XXI- GENERAL PROVISIONS FOR UNION ACTIVITY**

### **A. PAYROLL DEDUCTION**

Upon receipt of a properly executed written request for payroll deduction of Union membership dues signed by any regular permanent employee, the Department shall: (1) make payroll deductions in accordance with that authorization card from such employee's wages and payments, and (2) remit the amount so deducted to the business manager of Local 1597, I.B.E.W. of America. The City will not withhold any initiation fees, assessments, special or otherwise, nor any funds from an employee's pay for the benefit of the Union other than the regular monthly Union dues as set forth herein.

### **B. REQUEST FORMS**

Requests for payroll deduction or revocation of said Union membership dues must be made on the form approved by the Union and the Department.

### **C. UNION CERTIFICATION**

By written certification, the business manager of the I.B.E.W. shall keep the Department currently informed of the amount of regular Union membership dues for the pay period. Standard annual dues increases shall not require new authorization cards from each employee.

### **D. INDEMNIFICATION**

The Union shall indemnify and save the City harmless against any and all claims, demands, suits or other forms of liability that may arise out of or by reason of action taken or not taken by the City for the purpose of complying with the provisions of this part, or in reliance on any dues deduction card furnished under the provisions of this part or on any certification by the business manager of the I.B.E.W.

### **E. STRIKES, ETC.**

This Article shall become null and void for the remaining life of the contract, effective immediately, in the event the Union or its members participate in a strike, slowdown, work stoppage, or other intentional interruption of the City operations.

## **ARTICLE XXII- SEVERABILITY**

If any of the provisions of agreement are subsequently declared by the proper legislative or judicial authority to be unlawful, unenforceable, or not in accordance with applicable statutes or ordinances, all other provisions of the agreement shall remain full force and effect for the duration of the agreement. Both parties shall then meet and attempt to negotiate a substitute.

It is understood and agreed that payment of future rates is contingent upon the City adopting budget statements and appropriations or ordinances sufficient to fund such payments and salary ordinances authorizing such payments. The union acknowledges that the City must comply with the Nebraska Budget Act.

## **ARTICLE XXIII - SCOPE OF AGREEMENT**

### **A. COMPLETE AGREEMENT**

The parties mutually agree that this contract constitutes the entire Agreement and understanding concerning all proper subjects of collective bargaining for the duration of the contract between the parties and supersedes all previous agreements. This contract shall not be modified, altered, changed or amended in any respect unless in writing and signed by both parties. There are no oral agreements nor is this Agreement based upon any oral representation covering the subject matter of this Agreement.

### **B. INTERPRETATION**

This Agreement has been executed in accordance with the statutes and the laws of the State of Nebraska and the United States of America, and any dispute, disagreement, or litigation arising under this Agreement shall be adjudged in accordance with the statutes and laws of the State of Nebraska and of the United States of America.

### **C. NEGOTIATIONS**

The parties agree that the negotiations preceding the signing of this Agreement included negotiations on all proper subjects of bargaining and that all negotiations were conducted in accordance with all applicable federal and state requirements.

## **ARTICLE XXIV - C.I.R. WAIVER**

As a result of negotiations, and in consideration of this entire collective bargaining agreement, the Union, on behalf of all of its members, hereby knowingly, intelligently, and voluntarily waives its right to file any proceedings with the Nebraska Commission of Industrial Relations (CIR) alleging lack of comparability with respect to any wages, fringe benefits or any other conditions of employment with respect to the time period between October 1, ~~2014~~2018 through September 30, ~~2018~~2021.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first above written.

CITY OF GRAND ISLAND, NEBRASKA, A MUNICIPAL CORPORATION

BY \_\_\_\_\_  
JEREMY L. JENSEN, MAYOR

ATTEST \_\_\_\_\_  
RANAE EDWARDS, CITY CLERK

Dated \_\_\_\_\_

I.B.E.W. LOCAL No. 1597

BY \_\_\_\_\_  
PRESIDENT LOCAL No. 1597

Dated \_\_\_\_\_

\_\_\_\_\_  
CHIEF STEWARD LOCAL No. 1597

**IBEW SERVICE/CLERICAL/FINANCE SALARY TABLE**

FY 2018 - 2019 EXHIBIT A

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ACCT CLERK	HOURLY	17.7758	18.5884	19.4382	20.3268	21.2560	22.2277	23.2439	24.2708
1003	BIWEEKLY	1,422.06	1,487.07	1,555.06	1,626.14	1,700.48	1,778.22	1,859.51	1,941.66
	MONTHLY	3,081.13	3,221.99	3,369.30	3,523.30	3,684.37	3,852.81	4,028.94	4,206.93
	ANNUAL	36,973.56	38,663.82	40,431.56	42,279.64	44,212.48	46,233.72	48,347.26	50,483.16

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ACCT TECH STR	HOURLY	19.9200	20.7449	21.6040	22.4987	23.4304	24.4007	25.4112	26.4282
1005	BIWEEKLY	1,593.60	1,659.59	1,728.32	1,799.90	1,874.43	1,952.06	2,032.90	2,114.26
	MONTHLY	3,452.80	3,595.78	3,744.69	3,899.78	4,061.27	4,229.46	4,404.62	4,580.90
	ANNUAL	41,433.60	43,149.34	44,936.32	46,797.40	48,735.18	50,753.56	52,855.40	54,970.76

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ACCTS PAY CLERK	HOURLY	18.4984	19.4823	20.5185	21.6098	22.7592	23.9696	25.2445	26.5419
1135	BIWEEKLY	1,479.87	1,558.58	1,641.48	1,728.78	1,820.74	1,917.57	2,019.56	2,123.35
	MONTHLY	3,206.39	3,376.92	3,556.54	3,745.69	3,944.94	4,154.74	4,375.71	4,600.59
	ANNUAL	38,476.62	40,523.08	42,678.48	44,948.28	47,339.24	49,856.82	52,508.56	55,207.10

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADM AST BLDG PT	HOURLY	20.0426	21.1074	22.2289	23.4099	24.6536	25.9634	27.3429	28.7466
1007	BIWEEKLY	1,603.41	1,688.59	1,778.31	1,872.79	1,972.29	2,077.07	2,187.43	2,299.73
	MONTHLY	3,474.06	3,658.61	3,853.01	4,057.71	4,273.30	4,500.32	4,739.43	4,982.75
	ANNUAL	41,688.66	43,903.34	46,236.06	48,692.54	51,279.54	54,003.82	56,873.18	59,792.98

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADMIN ASST BLDG	HOURLY	20.0426	21.1074	22.2289	23.4099	24.6536	25.9634	27.3429	28.7466
1008	BIWEEKLY	1,603.41	1,688.59	1,778.31	1,872.79	1,972.29	2,077.07	2,187.43	2,299.73
	MONTHLY	3,474.06	3,658.61	3,853.01	4,057.71	4,273.30	4,500.32	4,739.43	4,982.75
	ANNUAL	41,688.66	43,903.34	46,236.06	48,692.54	51,279.54	54,003.82	56,873.18	59,792.98

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADMIN ASST FIRE	HOURLY	20.0426	21.1074	22.2289	23.4099	24.6536	25.9634	27.3429	28.7466
1010	BIWEEKLY	1,603.41	1,688.59	1,778.31	1,872.79	1,972.29	2,077.07	2,187.43	2,299.73
	MONTHLY	3,474.06	3,658.61	3,853.01	4,057.71	4,273.30	4,500.32	4,739.43	4,982.75
	ANNUAL	41,688.66	43,903.34	46,236.06	48,692.54	51,279.54	54,003.82	56,873.18	59,792.98

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADMN ASST PKS	HOURLY	20.0426	21.1074	22.2289	23.4099	24.6536	25.9634	27.3429	28.7466
1105	BIWEEKLY	1,603.41	1,688.59	1,778.31	1,872.79	1,972.29	2,077.07	2,187.43	2,299.73
	MONTHLY	3,474.06	3,658.61	3,853.01	4,057.71	4,273.30	4,500.32	4,739.43	4,982.75
	ANNUAL	41,688.66	43,903.34	46,236.06	48,692.54	51,279.54	54,003.82	56,873.18	59,792.98

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADMIN ASST PLAN	HOURLY	20.0426	21.1074	22.2289	23.4099	24.6536	25.9634	27.3429	28.7466
1011	BIWEEKLY	1,603.41	1,688.59	1,778.31	1,872.79	1,972.29	2,077.07	2,187.43	2,299.73
	MONTHLY	3,474.06	3,658.61	3,853.01	4,057.71	4,273.30	4,500.32	4,739.43	4,982.75
	ANNUAL	41,688.66	43,903.34	46,236.06	48,692.54	51,279.54	54,003.82	56,873.18	59,792.98

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADMIN ASST PW	HOURLY	20.4207	21.5154	22.6687	23.8839	25.1642	26.5132	27.9344	29.3814
1012	BIWEEKLY	1,633.66	1,721.23	1,813.50	1,910.71	2,013.14	2,121.06	2,234.75	2,350.51
	MONTHLY	3,539.60	3,729.33	3,929.25	4,139.87	4,361.80	4,595.63	4,841.96	5,092.77
	ANNUAL	42,475.16	44,751.98	47,151.00	49,678.46	52,341.64	55,147.56	58,103.50	61,113.26

**IBEW SERVICE/CLERICAL/FINANCE SALARY TABLE**

FY 2018 - 2019 EXHIBIT A

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>AUDIO VIDEO TEC</b>	<b>HOURLY</b>	21.2374	22.2564	23.3243	24.4435	25.6164	26.8455	28.1336	29.4381
<b>1020</b>	<b>BIWEEKLY</b>	1,698.99	1,780.51	1,865.94	1,955.48	2,049.31	2,147.64	2,250.69	2,355.05
	<b>MONTHLY</b>	3,681.15	3,857.77	4,042.87	4,236.87	4,440.17	4,653.22	4,876.50	5,102.61
	<b>ANNUAL</b>	44,173.74	46,293.26	48,514.44	50,842.48	53,282.06	55,838.64	58,517.94	61,231.30
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>BLDG INSPECTOR</b>	<b>HOURLY</b>	22.7509	23.9889	25.2943	26.6707	28.1221	29.6524	31.2659	32.9099
<b>1025</b>	<b>BIWEEKLY</b>	1,820.07	1,919.11	2,023.54	2,133.66	2,249.77	2,372.19	2,501.27	2,632.79
	<b>MONTHLY</b>	3,943.49	4,158.07	4,384.34	4,622.93	4,874.50	5,139.75	5,419.42	5,704.38
	<b>ANNUAL</b>	47,321.82	49,896.86	52,612.04	55,475.16	58,494.02	61,676.94	65,033.02	68,452.54
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>CASHIER</b>	<b>HOURLY</b>	17.2814	18.0739	18.9027	19.7695	20.6760	21.6242	22.6158	23.6180
<b>1039</b>	<b>BIWEEKLY</b>	1,382.51	1,445.91	1,512.22	1,581.56	1,654.08	1,729.94	1,809.26	1,889.44
	<b>MONTHLY</b>	2,995.44	3,132.81	3,276.48	3,426.71	3,583.84	3,748.20	3,920.06	4,093.79
	<b>ANNUAL</b>	35,945.26	37,593.66	39,317.72	41,120.56	43,006.08	44,978.44	47,040.76	49,125.44
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>COM SERV OFFCR</b>	<b>HOURLY</b>	16.6145	17.4011	18.2250	19.0879	19.9916	20.9381	21.9294	22.9328
<b>1043</b>	<b>BIWEEKLY</b>	1,329.16	1,392.09	1,458.00	1,527.03	1,599.33	1,675.05	1,754.35	1,834.62
	<b>MONTHLY</b>	2,879.85	3,016.20	3,159.00	3,308.57	3,465.22	3,629.28	3,801.09	3,975.01
	<b>ANNUAL</b>	34,558.16	36,194.34	37,908.00	39,702.78	41,582.58	43,551.30	45,613.10	47,700.12
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>COMPUTER OPRTR</b>	<b>HOURLY</b>	23.8896	24.8979	25.9487	27.0439	28.1853	29.3749	30.6147	31.8635
<b>1045</b>	<b>BIWEEKLY</b>	1,911.17	1,991.83	2,075.90	2,163.51	2,254.82	2,349.99	2,449.18	2,549.08
	<b>MONTHLY</b>	4,140.87	4,315.63	4,497.78	4,687.61	4,885.44	5,091.65	5,306.56	5,523.01
	<b>ANNUAL</b>	49,690.42	51,787.58	53,973.40	56,251.26	58,625.32	61,099.74	63,678.68	66,276.08
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>COMPUTER TECH</b>	<b>HOURLY</b>	24.7416	25.8453	26.9982	28.2026	29.4607	30.7749	32.1477	33.5337
<b>1055</b>	<b>BIWEEKLY</b>	1,979.33	2,067.62	2,159.86	2,256.21	2,356.86	2,461.99	2,571.82	2,682.70
	<b>MONTHLY</b>	4,288.55	4,479.84	4,679.70	4,888.46	5,106.53	5,334.31	5,572.28	5,812.52
	<b>ANNUAL</b>	51,462.58	53,758.12	56,156.36	58,661.46	61,278.36	64,011.74	66,867.32	69,750.20
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>CRIME ANALYST</b>	<b>HOURLY</b>	22.6482	23.7036	24.8081	25.9642	27.1740	28.4403	29.7656	31.1060
<b>1057</b>	<b>BIWEEKLY</b>	1,811.86	1,896.29	1,984.65	2,077.14	2,173.92	2,275.22	2,381.25	2,488.48
	<b>MONTHLY</b>	3,925.70	4,108.63	4,300.08	4,500.47	4,710.16	4,929.64	5,159.38	5,391.71
	<b>ANNUAL</b>	47,108.36	49,303.54	51,600.90	54,005.64	56,521.92	59,155.72	61,912.50	64,700.48
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>ELEC INSPECTOR</b>	<b>HOURLY</b>	22.8055	24.0356	25.3320	26.6983	28.1383	29.6559	31.2555	32.8844
<b>1065</b>	<b>BIWEEKLY</b>	1,824.44	1,922.85	2,026.56	2,135.86	2,251.06	2,372.47	2,500.44	2,630.75
	<b>MONTHLY</b>	3,952.95	4,166.18	4,390.88	4,627.70	4,877.30	5,140.35	5,417.62	5,699.96
	<b>ANNUAL</b>	47,435.44	49,994.10	52,690.56	55,532.36	58,527.56	61,684.22	65,011.44	68,399.50
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>EMER MGM COORD</b>	<b>HOURLY</b>	20.4171	21.5121	22.6659	23.8815	25.1623	26.5119	27.9337	29.3814
<b>1070</b>	<b>BIWEEKLY</b>	1,633.37	1,720.97	1,813.27	1,910.52	2,012.98	2,120.95	2,234.70	2,350.51
	<b>MONTHLY</b>	3,538.97	3,728.77	3,928.75	4,139.46	4,361.46	4,595.39	4,841.85	5,092.77
	<b>ANNUAL</b>	42,467.62	44,745.22	47,145.02	49,673.52	52,337.48	55,144.70	58,102.20	61,113.26

**IBEW SERVICE/CLERICAL/FINANCE SALARY TABLE**

FY 2018 - 2019 EXHIBIT A

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ENG TECH PW	HOURLY	22.3539	23.4847	24.6728	25.9209	27.2322	28.6098	30.0571	31.5264
1075	BIWEEKLY	1,788.31	1,878.78	1,973.82	2,073.67	2,178.58	2,288.78	2,404.57	2,522.11
	MONTHLY	3,874.67	4,070.69	4,276.61	4,492.95	4,720.26	4,959.02	5,209.90	5,464.57
	ANNUAL	46,496.06	48,848.28	51,319.32	53,915.42	56,643.08	59,508.28	62,518.82	65,574.86

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
EVIDENCE TECH	HOURLY	17.9858	18.9899	20.0499	21.1692	22.3509	23.5986	24.9160	26.2599
1080	BIWEEKLY	1,438.86	1,519.19	1,603.99	1,693.54	1,788.07	1,887.89	1,993.28	2,100.79
	MONTHLY	3,117.53	3,291.58	3,475.31	3,669.34	3,874.15	4,090.43	4,318.77	4,551.71
	ANNUAL	37,410.36	39,498.94	41,703.74	44,032.04	46,489.82	49,085.14	51,825.28	54,620.54

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
GIS COORDINATOR	HOURLY	28.7388	30.2821	31.9084	33.6220	35.4276	37.3302	39.3350	41.3762
1090	BIWEEKLY	2,299.10	2,422.57	2,552.67	2,689.76	2,834.21	2,986.42	3,146.80	3,310.10
	MONTHLY	4,981.38	5,248.90	5,530.79	5,827.81	6,140.79	6,470.58	6,818.07	7,171.88
	ANNUAL	59,776.60	62,986.82	66,369.42	69,933.76	73,689.46	77,646.92	81,816.80	86,062.60

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
MAINT WRK I BLD	HOURLY	16.8177	17.6027	18.4244	19.2844	20.1845	21.1267	22.1128	23.1103
1095	BIWEEKLY	1,345.42	1,408.22	1,473.95	1,542.75	1,614.76	1,690.14	1,769.02	1,848.82
	MONTHLY	2,915.08	3,051.14	3,193.56	3,342.63	3,498.65	3,661.97	3,832.88	4,005.78
	ANNUAL	34,980.92	36,613.72	38,322.70	40,111.50	41,983.76	43,943.64	45,994.52	48,069.32

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
MAINT WRK I LBR	HOURLY	16.8177	17.6027	18.4244	19.2844	20.1845	21.1267	22.1128	23.1103
1098	BIWEEKLY	1,345.42	1,408.22	1,473.95	1,542.75	1,614.76	1,690.14	1,769.02	1,848.82
	MONTHLY	2,915.08	3,051.14	3,193.56	3,342.63	3,498.65	3,661.97	3,832.88	4,005.78
	ANNUAL	34,980.92	36,613.72	38,322.70	40,111.50	41,983.76	43,943.64	45,994.52	48,069.32

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
MAINT WRK I POL	HOURLY	16.8177	17.6027	18.4244	19.2844	20.1845	21.1267	22.1128	23.1103
1097	BIWEEKLY	1,345.42	1,408.22	1,473.95	1,542.75	1,614.76	1,690.14	1,769.02	1,848.82
	MONTHLY	2,915.08	3,051.14	3,193.56	3,342.63	3,498.65	3,661.97	3,832.88	4,005.78
	ANNUAL	34,980.92	36,613.72	38,322.70	40,111.50	41,983.76	43,943.64	45,994.52	48,069.32

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
MAINT WRKII BLD	HOURLY	18.4044	19.2190	20.0695	20.9578	21.8853	22.8539	23.8654	24.8862
1100	BIWEEKLY	1,472.35	1,537.52	1,605.56	1,676.62	1,750.82	1,828.31	1,909.23	1,990.90
	MONTHLY	3,190.09	3,331.29	3,478.71	3,632.68	3,793.44	3,961.34	4,136.67	4,313.62
	ANNUAL	38,281.10	39,975.52	41,744.56	43,592.12	45,521.32	47,536.06	49,639.98	51,763.40

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
MAINT WRKII LIB	HOURLY	18.4044	19.2190	20.0695	20.9578	21.8853	22.8539	23.8654	24.8862
1102	BIWEEKLY	1,472.35	1,537.52	1,605.56	1,676.62	1,750.82	1,828.31	1,909.23	1,990.90
	MONTHLY	3,190.09	3,331.29	3,478.71	3,632.68	3,793.44	3,961.34	4,136.67	4,313.62
	ANNUAL	38,281.10	39,975.52	41,744.56	43,592.12	45,521.32	47,536.06	49,639.98	51,763.40

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
MAINT WRKII POL	HOURLY	18.4044	19.2190	20.0695	20.9578	21.8853	22.8539	23.8654	24.8862
1101	BIWEEKLY	1,472.35	1,537.52	1,605.56	1,676.62	1,750.82	1,828.31	1,909.23	1,990.90
	MONTHLY	3,190.09	3,331.29	3,478.71	3,632.68	3,793.44	3,961.34	4,136.67	4,313.62
	ANNUAL	38,281.10	39,975.52	41,744.56	43,592.12	45,521.32	47,536.06	49,639.98	51,763.40

**IBEW SERVICE/CLERICAL/FINANCE SALARY TABLE**

FY 2018 - 2019 EXHIBIT A

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>PAYROLL CLERK</b>	<b>HOURLY</b>	18.6910	19.5169	20.3792	21.2797	22.2200	23.2018	24.2270	25.2615
<b>1107</b>	<b>BIWEEKLY</b>	1,495.28	1,561.35	1,630.34	1,702.38	1,777.60	1,856.14	1,938.16	2,020.92
	<b>MONTHLY</b>	3,239.77	3,382.93	3,532.40	3,688.49	3,851.47	4,021.64	4,199.35	4,378.66
	<b>ANNUAL</b>	38,877.28	40,595.10	42,388.84	44,261.88	46,217.60	48,259.64	50,392.16	52,543.92
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>PLANS EXAMINER</b>	<b>HOURLY</b>	23.3889	24.6636	26.0077	27.4251	28.9198	30.4959	32.1580	33.8515
<b>1120</b>	<b>BIWEEKLY</b>	1,871.11	1,973.09	2,080.62	2,194.01	2,313.58	2,439.67	2,572.64	2,708.12
	<b>MONTHLY</b>	4,054.07	4,275.03	4,508.01	4,753.69	5,012.76	5,285.95	5,574.05	5,867.59
	<b>ANNUAL</b>	48,648.86	51,300.34	54,096.12	57,044.26	60,153.08	63,431.42	66,888.64	70,411.12
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>PLMB/MCH INSP</b>	<b>HOURLY</b>	22.8092	24.0270	25.3099	26.6612	28.0847	29.5842	31.1637	32.7715
<b>1127</b>	<b>BIWEEKLY</b>	1,824.74	1,922.16	2,024.79	2,132.90	2,246.78	2,366.74	2,493.10	2,621.72
	<b>MONTHLY</b>	3,953.60	4,164.68	4,387.05	4,621.28	4,868.02	5,127.94	5,401.72	5,680.39
	<b>ANNUAL</b>	47,443.24	49,976.16	52,644.54	55,455.40	58,416.28	61,535.24	64,820.60	68,164.72
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>POL REC CLRK</b>	<b>HOURLY</b>	16.7092	17.5724	18.4801	19.4347	20.4387	21.4945	22.6048	23.7332
<b>1130</b>	<b>BIWEEKLY</b>	1,336.74	1,405.79	1,478.41	1,554.78	1,635.10	1,719.56	1,808.38	1,898.66
	<b>MONTHLY</b>	2,896.27	3,045.88	3,203.22	3,368.69	3,542.72	3,725.71	3,918.16	4,113.76
	<b>ANNUAL</b>	34,755.24	36,550.54	38,438.66	40,424.28	42,512.60	44,708.56	47,017.88	49,365.16
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>PBL SFTY DSPTCH</b>	<b>HOURLY</b>	18.4432	19.3698	20.3428	21.3648	22.4381	23.5654	24.7493	25.9508
<b>1035</b>	<b>BIWEEKLY</b>	1,475.46	1,549.58	1,627.42	1,709.18	1,795.05	1,885.23	1,979.94	2,076.06
	<b>MONTHLY</b>	3,196.83	3,357.42	3,526.08	3,703.22	3,889.28	4,084.67	4,289.87	4,498.13
	<b>ANNUAL</b>	38,361.96	40,289.08	42,312.92	44,438.68	46,671.30	49,015.98	51,478.44	53,977.56
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>PBL SFTY DS/911</b>	<b>HOURLY</b>	18.4432	19.3698	20.3428	21.3648	22.4381	23.5654	24.7493	25.9508
<b>1037</b>	<b>BIWEEKLY</b>	1,475.46	1,549.58	1,627.42	1,709.18	1,795.05	1,885.23	1,979.94	2,076.06
	<b>MONTHLY</b>	3,196.83	3,357.42	3,526.08	3,703.22	3,889.28	4,084.67	4,289.87	4,498.13
	<b>ANNUAL</b>	38,361.96	40,289.08	42,312.92	44,438.68	46,671.30	49,015.98	51,478.44	53,977.56
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>PBLSFTY DS/WRLS</b>	<b>HOURLY</b>	18.4432	19.3698	20.3428	21.3648	22.4381	23.5654	24.7493	25.9508
<b>1038</b>	<b>BIWEEKLY</b>	1,475.46	1,549.58	1,627.42	1,709.18	1,795.05	1,885.23	1,979.94	2,076.06
	<b>MONTHLY</b>	3,196.83	3,357.42	3,526.08	3,703.22	3,889.28	4,084.67	4,289.87	4,498.13
	<b>ANNUAL</b>	38,361.96	40,289.08	42,312.92	44,438.68	46,671.30	49,015.98	51,478.44	53,977.56
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>SR ACCT CLK</b>	<b>HOURLY</b>	19.7576	20.6226	21.5255	22.4679	23.4516	24.4783	25.5500	26.6310
<b>1147</b>	<b>BIWEEKLY</b>	1,580.61	1,649.81	1,722.04	1,797.43	1,876.13	1,958.26	2,044.00	2,130.48
	<b>MONTHLY</b>	3,424.66	3,574.59	3,731.09	3,894.43	4,064.95	4,242.90	4,428.67	4,616.04
	<b>ANNUAL</b>	41,095.86	42,895.06	44,773.04	46,733.18	48,779.38	50,914.76	53,144.00	55,392.48
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>SHOOTRANGE OPER</b>	<b>HOURLY</b>	24.2995	25.3746	26.4971	27.6693	28.8934	30.1716	31.5064	32.8535
<b>1140</b>	<b>BIWEEKLY</b>	1,943.96	2,029.97	2,119.77	2,213.54	2,311.47	2,413.73	2,520.51	2,628.28
	<b>MONTHLY</b>	4,211.91	4,398.27	4,592.84	4,796.00	5,008.19	5,229.75	5,461.11	5,694.61
	<b>ANNUAL</b>	50,542.96	52,779.22	55,114.02	57,552.04	60,098.22	62,756.98	65,533.26	68,335.28

**IBEW SERVICE/CLERICAL/FINANCE SALARY TABLE**

**FY 2018 - 2019 EXHIBIT A**

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>SHT RNG OPR RFL</b>	<b>HOURLY</b>	24.2995	25.3746	26.4971	27.6693	28.8934	30.1716	31.5064	32.8535
<b>1141</b>	<b>BIWEEKLY</b>	1,943.96	2,029.97	2,119.77	2,213.54	2,311.47	2,413.73	2,520.51	2,628.28
	<b>MONTHLY</b>	4,211.91	4,398.27	4,592.84	4,796.00	5,008.19	5,229.75	5,461.11	5,694.61
	<b>ANNUAL</b>	50,542.96	52,779.22	55,114.02	57,552.04	60,098.22	62,756.98	65,533.26	68,335.28

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>WWTP SECR</b>	<b>HOURLY</b>	18.8374	19.7922	20.7954	21.8495	22.9570	24.1206	25.3432	26.5845
<b>1200</b>	<b>BIWEEKLY</b>	1,506.99	1,583.38	1,663.63	1,747.96	1,836.56	1,929.65	2,027.46	2,126.76
	<b>MONTHLY</b>	3,265.15	3,430.66	3,604.53	3,787.25	3,979.21	4,180.91	4,392.83	4,607.98
	<b>ANNUAL</b>	39,181.74	41,167.88	43,254.38	45,446.96	47,750.56	50,170.90	52,713.96	55,295.76

**IBEW SERVICE/CLERICAL/FINANCE SALARY TABLE**

FY 2019 - 2020 EXHIBIT B

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ACCT CLERK	HOURLY	17.7758	18.6653	19.5992	20.5799	21.6097	22.6910	23.8264	25.0186
1003	BIWEEKLY	1,422.06	1,493.22	1,567.94	1,646.39	1,728.78	1,815.28	1,906.11	2,001.49
	MONTHLY	3,081.13	3,235.31	3,397.20	3,567.18	3,745.69	3,933.11	4,129.91	4,336.56
	ANNUAL	36,973.56	38,823.72	40,766.44	42,806.14	44,948.28	47,197.28	49,558.86	52,038.74
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ACCT TECH STR	HOURLY	20.6086	21.4403	22.3055	23.2057	24.1422	25.1165	26.1301	27.1846
1005	BIWEEKLY	1,648.69	1,715.22	1,784.44	1,856.46	1,931.38	2,009.32	2,090.41	2,174.77
	MONTHLY	3,572.16	3,716.31	3,866.29	4,022.33	4,184.66	4,353.53	4,529.22	4,712.00
	ANNUAL	42,865.94	44,595.72	46,395.44	48,267.96	50,215.88	52,242.32	54,350.66	56,544.02
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ACCTS PAY CLERK	HOURLY	19.2750	20.2729	21.3224	22.4263	23.5873	24.8084	26.0928	27.4436
1135	BIWEEKLY	1,542.00	1,621.83	1,705.79	1,794.10	1,886.98	1,984.67	2,087.42	2,195.49
	MONTHLY	3,341.00	3,513.97	3,695.88	3,887.22	4,088.46	4,300.12	4,522.74	4,756.90
	ANNUAL	40,092.00	42,167.58	44,350.54	46,646.60	49,061.48	51,601.42	54,272.92	57,082.74
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADM AST BLDG PT	HOURLY	20.0426	21.1023	22.2181	23.3928	24.6297	25.9319	27.3030	28.7466
1007	BIWEEKLY	1,603.41	1,688.18	1,777.45	1,871.42	1,970.38	2,074.55	2,184.24	2,299.73
	MONTHLY	3,474.06	3,657.72	3,851.14	4,054.74	4,269.16	4,494.86	4,732.52	4,982.75
	ANNUAL	41,688.66	43,892.68	46,213.70	48,656.92	51,229.88	53,938.30	56,790.24	59,792.98
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADMIN ASST BLDG	HOURLY	20.0426	21.1023	22.2181	23.3928	24.6297	25.9319	27.3030	28.7466
1008	BIWEEKLY	1,603.41	1,688.18	1,777.45	1,871.42	1,970.38	2,074.55	2,184.24	2,299.73
	MONTHLY	3,474.06	3,657.72	3,851.14	4,054.74	4,269.16	4,494.86	4,732.52	4,982.75
	ANNUAL	41,688.66	43,892.68	46,213.70	48,656.92	51,229.88	53,938.30	56,790.24	59,792.98
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADMIN ASST FIRE	HOURLY	20.0426	21.1023	22.2181	23.3928	24.6297	25.9319	27.3030	28.7466
1010	BIWEEKLY	1,603.41	1,688.18	1,777.45	1,871.42	1,970.38	2,074.55	2,184.24	2,299.73
	MONTHLY	3,474.06	3,657.72	3,851.14	4,054.74	4,269.16	4,494.86	4,732.52	4,982.75
	ANNUAL	41,688.66	43,892.68	46,213.70	48,656.92	51,229.88	53,938.30	56,790.24	59,792.98
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADMN ASST PKS	HOURLY	20.0426	21.1023	22.2181	23.3928	24.6297	25.9319	27.3030	28.7466
1105	BIWEEKLY	1,603.41	1,688.18	1,777.45	1,871.42	1,970.38	2,074.55	2,184.24	2,299.73
	MONTHLY	3,474.06	3,657.72	3,851.14	4,054.74	4,269.16	4,494.86	4,732.52	4,982.75
	ANNUAL	41,688.66	43,892.68	46,213.70	48,656.92	51,229.88	53,938.30	56,790.24	59,792.98
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADMIN ASST PLAN	HOURLY	20.0426	21.1023	22.2181	23.3928	24.6297	25.9319	27.3030	28.7466
1011	BIWEEKLY	1,603.41	1,688.18	1,777.45	1,871.42	1,970.38	2,074.55	2,184.24	2,299.73
	MONTHLY	3,474.06	3,657.72	3,851.14	4,054.74	4,269.16	4,494.86	4,732.52	4,982.75
	ANNUAL	41,688.66	43,892.68	46,213.70	48,656.92	51,229.88	53,938.30	56,790.24	59,792.98
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADMIN ASST PW	HOURLY	20.7989	21.9179	23.0972	24.3399	25.6494	27.0294	28.4837	30.0162
1012	BIWEEKLY	1,663.91	1,753.43	1,847.78	1,947.19	2,051.95	2,162.35	2,278.70	2,401.30
	MONTHLY	3,605.14	3,799.10	4,003.52	4,218.91	4,445.89	4,685.09	4,937.18	5,202.82
	ANNUAL	43,261.66	45,589.18	48,042.28	50,626.94	53,350.70	56,221.10	59,246.20	62,433.80

**IBEW SERVICE/CLERICAL/FINANCE SALARY TABLE**

FY 2019 - 2020 EXHIBIT B

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>AUDIO VIDEO TEC</b>	<b>HOURLY</b>	22.6223	23.6495	24.7233	25.8459	27.0194	28.2463	29.5288	30.8696
<b>1020</b>	<b>BIWEEKLY</b>	1,809.78	1,891.96	1,977.86	2,067.67	2,161.55	2,259.70	2,362.30	2,469.57
	<b>MONTHLY</b>	3,921.19	4,099.25	4,285.36	4,479.95	4,683.36	4,896.02	5,118.32	5,350.74
	<b>ANNUAL</b>	47,054.28	49,190.96	51,424.36	53,759.42	56,200.30	58,752.20	61,419.80	64,208.82
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>BLDG INSPECTOR</b>	<b>HOURLY</b>	23.1441	24.4613	25.8535	27.3249	28.8800	30.5237	32.2609	34.0970
<b>1025</b>	<b>BIWEEKLY</b>	1,851.53	1,956.90	2,068.28	2,185.99	2,310.40	2,441.90	2,580.87	2,727.76
	<b>MONTHLY</b>	4,011.65	4,239.95	4,481.27	4,736.31	5,005.87	5,290.78	5,591.89	5,910.15
	<b>ANNUAL</b>	48,139.78	50,879.40	53,775.28	56,835.74	60,070.40	63,489.40	67,102.62	70,921.76
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>CASHIER</b>	<b>HOURLY</b>	17.7704	18.5887	19.4447	20.3401	21.2768	22.2565	23.2814	24.3535
<b>1039</b>	<b>BIWEEKLY</b>	1,421.63	1,487.10	1,555.58	1,627.21	1,702.14	1,780.52	1,862.51	1,948.28
	<b>MONTHLY</b>	3,080.20	3,222.05	3,370.42	3,525.62	3,687.97	3,857.79	4,035.44	4,221.27
	<b>ANNUAL</b>	36,962.38	38,664.60	40,445.08	42,307.46	44,255.64	46,293.52	48,425.26	50,655.28
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>COM SERV OFFCR</b>	<b>HOURLY</b>	16.8469	17.6711	18.5356	19.4424	20.3936	21.3913	22.4379	23.5356
<b>1043</b>	<b>BIWEEKLY</b>	1,347.75	1,413.69	1,482.85	1,555.39	1,631.49	1,711.30	1,795.03	1,882.85
	<b>MONTHLY</b>	2,920.13	3,063.00	3,212.84	3,370.01	3,534.90	3,707.82	3,889.23	4,079.51
	<b>ANNUAL</b>	35,041.50	36,755.94	38,554.10	40,440.14	42,418.74	44,493.80	46,670.78	48,954.10
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>COMPUTER OPRTR</b>	<b>HOURLY</b>	23.8896	24.9440	26.0449	27.1944	28.3946	29.6478	30.9563	32.3226
<b>1045</b>	<b>BIWEEKLY</b>	1,911.17	1,995.52	2,083.59	2,175.55	2,271.57	2,371.82	2,476.50	2,585.81
	<b>MONTHLY</b>	4,140.87	4,323.63	4,514.45	4,713.69	4,921.74	5,138.94	5,365.75	5,602.59
	<b>ANNUAL</b>	49,690.42	51,883.52	54,173.34	56,564.30	59,060.82	61,667.32	64,389.00	67,231.06
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>COMPUTER TECH</b>	<b>HOURLY</b>	24.8770	26.0905	27.3631	28.6978	30.0976	31.5658	33.1055	34.7203
<b>1055</b>	<b>BIWEEKLY</b>	1,990.16	2,087.24	2,189.05	2,295.82	2,407.81	2,525.26	2,648.44	2,777.62
	<b>MONTHLY</b>	4,312.01	4,522.35	4,742.94	4,974.28	5,216.92	5,471.40	5,738.29	6,018.18
	<b>ANNUAL</b>	51,744.16	54,268.24	56,915.30	59,691.32	62,603.06	65,656.76	68,859.44	72,218.12
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>CRIME ANALYST</b>	<b>HOURLY</b>	23.6446	24.6308	25.6580	26.7282	27.8429	29.0042	30.2139	31.4740
<b>1057</b>	<b>BIWEEKLY</b>	1,891.57	1,970.46	2,052.64	2,138.26	2,227.43	2,320.34	2,417.11	2,517.92
	<b>MONTHLY</b>	4,098.40	4,269.33	4,447.39	4,632.90	4,826.10	5,027.40	5,237.07	5,455.49
	<b>ANNUAL</b>	49,180.82	51,231.96	53,368.64	55,594.76	57,913.18	60,328.84	62,844.86	65,465.92
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>ELEC INSPECTOR</b>	<b>HOURLY</b>	23.2534	24.5550	25.9295	27.3810	28.9137	30.5322	32.2412	34.0460
<b>1065</b>	<b>BIWEEKLY</b>	1,860.27	1,964.40	2,074.36	2,190.48	2,313.10	2,442.58	2,579.30	2,723.68
	<b>MONTHLY</b>	4,030.59	4,256.20	4,494.45	4,746.04	5,011.72	5,292.26	5,588.48	5,901.31
	<b>ANNUAL</b>	48,367.02	51,074.40	53,933.36	56,952.48	60,140.60	63,507.08	67,061.80	70,815.68
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>EMER MGM COORD</b>	<b>HOURLY</b>	20.7916	21.9113	23.0914	24.3350	25.6456	27.0267	28.4823	30.0162
<b>1070</b>	<b>BIWEEKLY</b>	1,663.33	1,752.90	1,847.31	1,946.80	2,051.65	2,162.14	2,278.58	2,401.30
	<b>MONTHLY</b>	3,603.88	3,797.95	4,002.51	4,218.07	4,445.24	4,684.64	4,936.92	5,202.82
	<b>ANNUAL</b>	43,246.58	45,575.40	48,030.06	50,616.80	53,342.90	56,215.64	59,243.08	62,433.80

**IBEW SERVICE/CLERICAL/FINANCE SALARY TABLE**

FY 2019 - 2020 EXHIBIT B

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ENG TECH PW	HOURLY	23.0241	24.1832	25.4007	26.6794	28.0226	29.4333	30.9151	32.4715
1075	BIWEEKLY	1,841.93	1,934.66	2,032.06	2,134.35	2,241.81	2,354.66	2,473.21	2,597.72
	MONTHLY	3,990.85	4,191.76	4,402.80	4,624.43	4,857.26	5,101.76	5,358.62	5,628.39
	ANNUAL	47,890.18	50,301.16	52,833.56	55,493.10	58,287.06	61,221.16	64,303.46	67,540.72

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
EVIDENCE TECH	HOURLY	18.9149	19.9598	21.0624	22.2260	23.4538	24.7494	26.1167	27.5594
1080	BIWEEKLY	1,513.19	1,596.78	1,684.99	1,778.08	1,876.30	1,979.95	2,089.34	2,204.75
	MONTHLY	3,278.58	3,459.69	3,650.81	3,852.51	4,065.32	4,289.89	4,526.90	4,776.96
	ANNUAL	39,342.94	41,516.28	43,809.74	46,230.08	48,783.80	51,478.70	54,322.84	57,323.50

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
GIS COORDINATOR	HOURLY	29.6004	31.2878	33.0714	34.9566	36.9494	39.0557	41.2821	43.6354
1090	BIWEEKLY	2,368.03	2,503.02	2,645.71	2,796.53	2,955.95	3,124.46	3,302.57	3,490.83
	MONTHLY	5,130.73	5,423.21	5,732.37	6,059.15	6,404.56	6,769.66	7,155.57	7,563.47
	ANNUAL	61,568.78	65,078.52	68,788.46	72,709.78	76,854.70	81,235.96	85,866.82	90,761.58

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
MAINT WRK I BLD	HOURLY	16.8177	17.6368	18.4958	19.3966	20.3412	21.3319	22.3709	23.4604
1095	BIWEEKLY	1,345.42	1,410.94	1,479.66	1,551.73	1,627.30	1,706.55	1,789.67	1,876.83
	MONTHLY	2,915.08	3,057.04	3,205.93	3,362.08	3,525.82	3,697.53	3,877.62	4,066.47
	ANNUAL	34,980.92	36,684.44	38,471.16	40,344.98	42,309.80	44,370.30	46,531.42	48,797.58

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
MAINT WRK I LBR	HOURLY	16.8177	17.6368	18.4958	19.3966	20.3412	21.3319	22.3709	23.4604
1098	BIWEEKLY	1,345.42	1,410.94	1,479.66	1,551.73	1,627.30	1,706.55	1,789.67	1,876.83
	MONTHLY	2,915.08	3,057.04	3,205.93	3,362.08	3,525.82	3,697.53	3,877.62	4,066.47
	ANNUAL	34,980.92	36,684.44	38,471.16	40,344.98	42,309.80	44,370.30	46,531.42	48,797.58

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
MAINT WRK I POL	HOURLY	16.8177	17.6368	18.4958	19.3966	20.3412	21.3319	22.3709	23.4604
1097	BIWEEKLY	1,345.42	1,410.94	1,479.66	1,551.73	1,627.30	1,706.55	1,789.67	1,876.83
	MONTHLY	2,915.08	3,057.04	3,205.93	3,362.08	3,525.82	3,697.53	3,877.62	4,066.47
	ANNUAL	34,980.92	36,684.44	38,471.16	40,344.98	42,309.80	44,370.30	46,531.42	48,797.58

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
MAINT WRKII BLD	HOURLY	19.0859	19.9199	20.7902	21.6987	22.6468	23.6363	24.6691	25.7470
1100	BIWEEKLY	1,526.87	1,593.59	1,663.22	1,735.90	1,811.74	1,890.90	1,973.53	2,059.76
	MONTHLY	3,308.22	3,452.78	3,603.64	3,761.12	3,925.44	4,096.95	4,275.98	4,462.81
	ANNUAL	39,698.62	41,433.34	43,243.72	45,133.40	47,105.24	49,163.40	51,311.78	53,553.76

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
MAINT WRKII LIB	HOURLY	19.0859	19.9199	20.7902	21.6987	22.6468	23.6363	24.6691	25.7470
1102	BIWEEKLY	1,526.87	1,593.59	1,663.22	1,735.90	1,811.74	1,890.90	1,973.53	2,059.76
	MONTHLY	3,308.22	3,452.78	3,603.64	3,761.12	3,925.44	4,096.95	4,275.98	4,462.81
	ANNUAL	39,698.62	41,433.34	43,243.72	45,133.40	47,105.24	49,163.40	51,311.78	53,553.76

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
MAINT WRKII POL	HOURLY	19.0859	19.9199	20.7902	21.6987	22.6468	23.6363	24.6691	25.7470
1101	BIWEEKLY	1,526.87	1,593.59	1,663.22	1,735.90	1,811.74	1,890.90	1,973.53	2,059.76
	MONTHLY	3,308.22	3,452.78	3,603.64	3,761.12	3,925.44	4,096.95	4,275.98	4,462.81
	ANNUAL	39,698.62	41,433.34	43,243.72	45,133.40	47,105.24	49,163.40	51,311.78	53,553.76

**IBEW SERVICE/CLERICAL/FINANCE SALARY TABLE**

FY 2019 - 2020 EXHIBIT B

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>PAYROLL CLERK</b>	<b>HOURLY</b>	19.6062	20.5233	21.4832	22.4881	23.5400	24.6410	25.7936	27.0001
<b>1107</b>	<b>BIWEEKLY</b>	1,568.50	1,641.86	1,718.66	1,799.05	1,883.20	1,971.28	2,063.49	2,160.01
	<b>MONTHLY</b>	3,398.42	3,557.36	3,723.76	3,897.94	4,080.27	4,271.11	4,470.90	4,680.02
	<b>ANNUAL</b>	40,781.00	42,688.36	44,685.16	46,775.30	48,963.20	51,253.28	53,650.74	56,160.26
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>PLANS EXAMINER</b>	<b>HOURLY</b>	23.4249	24.7639	26.1795	27.6760	29.2581	30.9306	32.6986	34.5678
<b>1120</b>	<b>BIWEEKLY</b>	1,873.99	1,981.11	2,094.36	2,214.08	2,340.65	2,474.45	2,615.89	2,765.42
	<b>MONTHLY</b>	4,060.31	4,292.41	4,537.78	4,797.17	5,071.41	5,361.31	5,667.76	5,991.74
	<b>ANNUAL</b>	48,723.74	51,508.86	54,453.36	57,566.08	60,856.90	64,335.70	68,013.14	71,900.92
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>PLMB/MCH INSP</b>	<b>HOURLY</b>	23.2607	24.5383	25.8861	27.3079	28.8078	30.3901	32.0593	33.8202
<b>1127</b>	<b>BIWEEKLY</b>	1,860.86	1,963.06	2,070.89	2,184.63	2,304.62	2,431.21	2,564.74	2,705.62
	<b>MONTHLY</b>	4,031.86	4,253.30	4,486.93	4,733.37	4,993.34	5,267.62	5,556.94	5,862.18
	<b>ANNUAL</b>	48,382.36	51,039.56	53,843.14	56,800.38	59,920.12	63,211.46	66,683.24	70,346.12
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>POL REC CLRK</b>	<b>HOURLY</b>	17.2105	18.0953	19.0255	20.0036	21.0319	22.1132	23.2500	24.4452
<b>1130</b>	<b>BIWEEKLY</b>	1,376.84	1,447.62	1,522.04	1,600.29	1,682.55	1,769.06	1,860.00	1,955.62
	<b>MONTHLY</b>	2,983.15	3,136.51	3,297.75	3,467.30	3,645.53	3,832.96	4,030.00	4,237.18
	<b>ANNUAL</b>	35,797.84	37,638.12	39,573.04	41,607.54	43,746.30	45,995.56	48,360.00	50,846.12
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>PBL SFTY DSPTCH</b>	<b>HOURLY</b>	19.9030	20.7995	21.7364	22.7156	23.7388	24.8081	25.9256	27.0934
<b>1035</b>	<b>BIWEEKLY</b>	1,592.24	1,663.96	1,738.91	1,817.25	1,899.10	1,984.65	2,074.05	2,167.47
	<b>MONTHLY</b>	3,449.85	3,605.25	3,767.64	3,937.38	4,114.72	4,300.08	4,493.78	4,696.19
	<b>ANNUAL</b>	41,398.24	43,262.96	45,211.66	47,248.50	49,376.60	51,600.90	53,925.30	56,354.22
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>PBL SFTY DS/911</b>	<b>HOURLY</b>	19.9030	20.7995	21.7364	22.7156	23.7388	24.8081	25.9256	27.0934
<b>1037</b>	<b>BIWEEKLY</b>	1,592.24	1,663.96	1,738.91	1,817.25	1,899.10	1,984.65	2,074.05	2,167.47
	<b>MONTHLY</b>	3,449.85	3,605.25	3,767.64	3,937.38	4,114.72	4,300.08	4,493.78	4,696.19
	<b>ANNUAL</b>	41,398.24	43,262.96	45,211.66	47,248.50	49,376.60	51,600.90	53,925.30	56,354.22
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>PBLSFTY DS/WRLS</b>	<b>HOURLY</b>	19.9030	20.7995	21.7364	22.7156	23.7388	24.8081	25.9256	27.0934
<b>1038</b>	<b>BIWEEKLY</b>	1,592.24	1,663.96	1,738.91	1,817.25	1,899.10	1,984.65	2,074.05	2,167.47
	<b>MONTHLY</b>	3,449.85	3,605.25	3,767.64	3,937.38	4,114.72	4,300.08	4,493.78	4,696.19
	<b>ANNUAL</b>	41,398.24	43,262.96	45,211.66	47,248.50	49,376.60	51,600.90	53,925.30	56,354.22
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>SR ACCT CLK</b>	<b>HOURLY</b>	19.8226	20.7680	21.7585	22.7962	23.8835	25.0226	26.2160	27.4663
<b>1147</b>	<b>BIWEEKLY</b>	1,585.81	1,661.44	1,740.68	1,823.70	1,910.68	2,001.81	2,097.28	2,197.30
	<b>MONTHLY</b>	3,435.92	3,599.79	3,771.47	3,951.35	4,139.81	4,337.26	4,544.11	4,760.82
	<b>ANNUAL</b>	41,231.06	43,197.44	45,257.68	47,416.20	49,677.68	52,047.06	54,529.28	57,129.80
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>SHOOTRANGE OPER</b>	<b>HOURLY</b>	25.2024	26.3030	27.4516	28.6503	29.9015	31.2072	32.5700	33.9923
<b>1140</b>	<b>BIWEEKLY</b>	2,016.19	2,104.24	2,196.13	2,292.02	2,392.12	2,496.58	2,605.60	2,719.38
	<b>MONTHLY</b>	4,368.41	4,559.19	4,758.28	4,966.04	5,182.93	5,409.26	5,645.47	5,891.99
	<b>ANNUAL</b>	52,420.94	54,710.24	57,099.38	59,592.52	62,195.12	64,911.08	67,745.60	70,703.88

**IBEW SERVICE/CLERICAL/FINANCE SALARY TABLE**

**FY 2019 - 2020 EXHIBIT B**

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>SHT RNG OPR RFL</b>	<b>HOURLY</b>	25.2024	26.3030	27.4516	28.6503	29.9015	31.2072	32.5700	33.9923
<b>1141</b>	<b>BIWEEKLY</b>	2,016.19	2,104.24	2,196.13	2,292.02	2,392.12	2,496.58	2,605.60	2,719.38
	<b>MONTHLY</b>	4,368.41	4,559.19	4,758.28	4,966.04	5,182.93	5,409.26	5,645.47	5,891.99
	<b>ANNUAL</b>	52,420.94	54,710.24	57,099.38	59,592.52	62,195.12	64,911.08	67,745.60	70,703.88

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>WWTP SECR</b>	<b>HOURLY</b>	19.4007	20.3797	21.4081	22.4884	23.6232	24.8153	26.0676	27.3830
<b>1200</b>	<b>BIWEEKLY</b>	1,552.06	1,630.38	1,712.65	1,799.07	1,889.86	1,985.22	2,085.41	2,190.64
	<b>MONTHLY</b>	3,362.80	3,532.49	3,710.74	3,897.99	4,094.70	4,301.31	4,518.39	4,746.39
	<b>ANNUAL</b>	40,353.56	42,389.88	44,528.90	46,775.82	49,136.36	51,615.72	54,220.66	56,956.64

**IBEW SERVICE/CLERICAL/FINANCE SALARY TABLE**

**FY 2020 - 2021 EXHIBIT C**

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ACCT CLERK	HOURLY	17.7758	18.7440	19.7649	20.8414	21.9765	23.1735	24.4356	25.7665
1003	BIWEEKLY	1,422.06	1,499.52	1,581.19	1,667.31	1,758.12	1,853.88	1,954.85	2,061.32
	MONTHLY	3,081.13	3,248.96	3,425.91	3,612.51	3,809.26	4,016.74	4,235.51	4,466.19
	ANNUAL	36,973.56	38,987.52	41,110.94	43,350.06	45,711.12	48,200.88	50,826.10	53,594.32
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ACCT TECH STR	HOURLY	21.2972	22.1395	23.0151	23.9254	24.8717	25.8554	26.8780	27.9410
1005	BIWEEKLY	1,703.78	1,771.16	1,841.21	1,914.03	1,989.74	2,068.43	2,150.24	2,235.28
	MONTHLY	3,691.52	3,837.51	3,989.29	4,147.07	4,311.10	4,481.60	4,658.85	4,843.11
	ANNUAL	44,298.28	46,050.16	47,871.46	49,764.78	51,733.24	53,779.18	55,906.24	58,117.28
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ACCTS PAY CLERK	HOURLY	20.0515	21.0680	22.1360	23.2582	24.4372	25.6761	26.9777	28.3453
1135	BIWEEKLY	1,604.12	1,685.44	1,770.88	1,860.66	1,954.98	2,054.09	2,158.22	2,267.62
	MONTHLY	3,475.59	3,651.79	3,836.91	4,031.43	4,235.79	4,450.53	4,676.14	4,913.18
	ANNUAL	41,707.12	43,821.44	46,042.88	48,377.16	50,829.48	53,406.34	56,113.72	58,958.12
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADM AST BLDG PT	HOURLY	20.0426	21.1023	22.2181	23.3928	24.6297	25.9319	27.3030	28.7466
1007	BIWEEKLY	1,603.41	1,688.18	1,777.45	1,871.42	1,970.38	2,074.55	2,184.24	2,299.73
	MONTHLY	3,474.06	3,657.72	3,851.14	4,054.74	4,269.16	4,494.86	4,732.52	4,982.75
	ANNUAL	41,688.66	43,892.68	46,213.70	48,656.92	51,229.88	53,938.30	56,790.24	59,792.98
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADMIN ASST BLDG	HOURLY	20.0426	21.1023	22.2181	23.3928	24.6297	25.9319	27.3030	28.7466
1008	BIWEEKLY	1,603.41	1,688.18	1,777.45	1,871.42	1,970.38	2,074.55	2,184.24	2,299.73
	MONTHLY	3,474.06	3,657.72	3,851.14	4,054.74	4,269.16	4,494.86	4,732.52	4,982.75
	ANNUAL	41,688.66	43,892.68	46,213.70	48,656.92	51,229.88	53,938.30	56,790.24	59,792.98
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADMIN ASST FIRE	HOURLY	20.0426	21.1023	22.2181	23.3928	24.6297	25.9319	27.3030	28.7466
1010	BIWEEKLY	1,603.41	1,688.18	1,777.45	1,871.42	1,970.38	2,074.55	2,184.24	2,299.73
	MONTHLY	3,474.06	3,657.72	3,851.14	4,054.74	4,269.16	4,494.86	4,732.52	4,982.75
	ANNUAL	41,688.66	43,892.68	46,213.70	48,656.92	51,229.88	53,938.30	56,790.24	59,792.98
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADMN ASST PKS	HOURLY	20.0426	21.1023	22.2181	23.3928	24.6297	25.9319	27.3030	28.7466
1105	BIWEEKLY	1,603.41	1,688.18	1,777.45	1,871.42	1,970.38	2,074.55	2,184.24	2,299.73
	MONTHLY	3,474.06	3,657.72	3,851.14	4,054.74	4,269.16	4,494.86	4,732.52	4,982.75
	ANNUAL	41,688.66	43,892.68	46,213.70	48,656.92	51,229.88	53,938.30	56,790.24	59,792.98
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADMIN ASST PLAN	HOURLY	20.0426	21.1023	22.2181	23.3928	24.6297	25.9319	27.3030	28.7466
1011	BIWEEKLY	1,603.41	1,688.18	1,777.45	1,871.42	1,970.38	2,074.55	2,184.24	2,299.73
	MONTHLY	3,474.06	3,657.72	3,851.14	4,054.74	4,269.16	4,494.86	4,732.52	4,982.75
	ANNUAL	41,688.66	43,892.68	46,213.70	48,656.92	51,229.88	53,938.30	56,790.24	59,792.98
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADMIN ASST PW	HOURLY	21.1770	22.3312	23.5484	24.8319	26.1853	27.6125	29.1175	30.6510
1012	BIWEEKLY	1,694.16	1,786.50	1,883.87	1,986.55	2,094.82	2,209.00	2,329.40	2,452.08
	MONTHLY	3,670.68	3,870.75	4,081.72	4,304.19	4,538.78	4,786.17	5,047.03	5,312.84
	ANNUAL	44,048.16	46,449.00	48,980.62	51,650.30	54,465.32	57,434.00	60,564.40	63,754.08

**IBEW SERVICE/CLERICAL/FINANCE SALARY TABLE**

**FY 2020 - 2021 EXHIBIT C**

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>AUDIO VIDEO TEC</b>	<b>HOURLY</b>	24.0072	25.0468	26.1314	27.2630	28.4436	29.6753	30.9603	32.3010
<b>1020</b>	<b>BIWEEKLY</b>	1,920.58	2,003.74	2,090.51	2,181.04	2,275.49	2,374.02	2,476.82	2,584.08
	<b>MONTHLY</b>	4,161.26	4,341.44	4,529.44	4,725.59	4,930.23	5,143.71	5,366.44	5,598.84
	<b>ANNUAL</b>	49,935.08	52,097.24	54,353.26	56,707.04	59,162.74	61,724.52	64,397.32	67,186.08
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>BLDG INSPECTOR</b>	<b>HOURLY</b>	23.5373	24.9387	26.4236	27.9969	29.6638	31.4300	33.3014	35.2842
<b>1025</b>	<b>BIWEEKLY</b>	1,882.98	1,995.10	2,113.89	2,239.75	2,373.10	2,514.40	2,664.11	2,822.74
	<b>MONTHLY</b>	4,079.79	4,322.72	4,580.10	4,852.79	5,141.72	5,447.87	5,772.24	6,115.94
	<b>ANNUAL</b>	48,957.48	51,872.60	54,961.14	58,233.50	61,700.60	65,374.40	69,266.86	73,391.24
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>CASHIER</b>	<b>HOURLY</b>	18.2595	19.1074	19.9947	20.9233	21.8949	22.9116	23.9756	25.0890
<b>1039</b>	<b>BIWEEKLY</b>	1,460.76	1,528.59	1,599.58	1,673.86	1,751.59	1,832.93	1,918.05	2,007.12
	<b>MONTHLY</b>	3,164.98	3,311.95	3,465.76	3,626.70	3,795.11	3,971.35	4,155.78	4,348.76
	<b>ANNUAL</b>	37,979.76	39,743.34	41,589.08	43,520.36	45,541.34	47,656.18	49,869.30	52,185.12
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>COM SERV OFFCR</b>	<b>HOURLY</b>	17.0793	17.9445	18.8536	19.8088	20.8123	21.8666	22.9744	24.1383
<b>1043</b>	<b>BIWEEKLY</b>	1,366.34	1,435.56	1,508.29	1,584.70	1,664.98	1,749.33	1,837.95	1,931.06
	<b>MONTHLY</b>	2,960.40	3,110.38	3,267.96	3,433.52	3,607.46	3,790.22	3,982.23	4,183.96
	<b>ANNUAL</b>	35,524.84	37,324.56	39,215.54	41,202.20	43,289.48	45,482.58	47,786.70	50,207.56
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>COMPUTER OPRTR</b>	<b>HOURLY</b>	23.8896	24.9943	26.1501	27.3593	28.6244	29.9481	31.3329	32.7818
<b>1045</b>	<b>BIWEEKLY</b>	1,911.17	1,999.54	2,092.01	2,188.74	2,289.95	2,395.85	2,506.63	2,622.54
	<b>MONTHLY</b>	4,140.87	4,332.34	4,532.69	4,742.27	4,961.56	5,191.01	5,431.03	5,682.17
	<b>ANNUAL</b>	49,690.42	51,988.04	54,392.26	56,907.24	59,538.70	62,292.10	65,172.38	68,186.04
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>COMPUTER TECH</b>	<b>HOURLY</b>	25.0125	26.3384	27.7345	29.2047	30.7528	32.3829	34.0995	35.9070
<b>1055</b>	<b>BIWEEKLY</b>	2,001.00	2,107.07	2,218.76	2,336.38	2,460.22	2,590.63	2,727.96	2,872.56
	<b>MONTHLY</b>	4,335.50	4,565.32	4,807.31	5,062.16	5,330.48	5,613.03	5,910.58	6,223.88
	<b>ANNUAL</b>	52,026.00	54,783.82	57,687.76	60,745.88	63,965.72	67,356.38	70,926.96	74,686.56
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>CRIME ANALYST</b>	<b>HOURLY</b>	24.6410	25.5602	26.5137	27.5028	28.5288	29.5930	30.6970	31.8421
<b>1057</b>	<b>BIWEEKLY</b>	1,971.28	2,044.82	2,121.10	2,200.22	2,282.30	2,367.44	2,455.76	2,547.37
	<b>MONTHLY</b>	4,271.11	4,430.44	4,595.72	4,767.14	4,944.98	5,129.45	5,320.81	5,519.30
	<b>ANNUAL</b>	51,253.28	53,165.32	55,148.60	57,205.72	59,339.80	61,553.44	63,849.76	66,231.62
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>ELEC INSPECTOR</b>	<b>HOURLY</b>	23.7012	25.0797	26.5384	28.0820	29.7153	31.4436	33.2725	35.2077
<b>1065</b>	<b>BIWEEKLY</b>	1,896.10	2,006.38	2,123.07	2,246.56	2,377.22	2,515.49	2,661.80	2,816.62
	<b>MONTHLY</b>	4,108.22	4,347.16	4,599.99	4,867.55	5,150.64	5,450.23	5,767.23	6,102.68
	<b>ANNUAL</b>	49,298.60	52,165.88	55,199.82	58,410.56	61,807.72	65,402.74	69,206.80	73,232.12
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>EMER MGM COORD</b>	<b>HOURLY</b>	21.1661	22.3158	23.5280	24.8060	26.1534	27.5741	29.0719	30.6510
<b>1070</b>	<b>BIWEEKLY</b>	1,693.29	1,785.26	1,882.24	1,984.48	2,092.27	2,205.93	2,325.75	2,452.08
	<b>MONTHLY</b>	3,668.80	3,868.06	4,078.19	4,299.71	4,533.25	4,779.52	5,039.13	5,312.84
	<b>ANNUAL</b>	44,025.54	46,416.76	48,938.24	51,596.48	54,399.02	57,354.18	60,469.50	63,754.08

**IBEW SERVICE/CLERICAL/FINANCE SALARY TABLE**

**FY 2020 - 2021 EXHIBIT C**

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ENG TECH PW	HOURLY	23.6944	24.8872	26.1401	27.4561	28.8383	30.2901	31.8150	33.4167
1075	BIWEEKLY	1,895.55	1,990.98	2,091.21	2,196.49	2,307.06	2,423.21	2,545.20	2,673.34
	MONTHLY	4,107.03	4,313.79	4,530.96	4,759.06	4,998.63	5,250.29	5,514.60	5,792.24
	ANNUAL	49,284.30	51,765.48	54,371.46	57,108.74	59,983.56	63,003.46	66,175.20	69,506.84

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
EVIDENCE TECH	HOURLY	19.8439	20.9345	22.0851	23.2989	24.5794	25.9303	27.3554	28.8589
1080	BIWEEKLY	1,587.51	1,674.76	1,766.81	1,863.91	1,966.35	2,074.42	2,188.43	2,308.71
	MONTHLY	3,439.61	3,628.65	3,828.09	4,038.47	4,260.43	4,494.58	4,741.60	5,002.21
	ANNUAL	41,275.26	43,543.76	45,937.06	48,461.66	51,125.10	53,934.92	56,899.18	60,026.46

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
GIS COORDINATOR	HOURLY	30.4621	32.2990	34.2466	36.3116	38.5012	40.8228	43.2845	45.8945
1090	BIWEEKLY	2,436.97	2,583.92	2,739.73	2,904.93	3,080.10	3,265.82	3,462.76	3,671.56
	MONTHLY	5,280.10	5,598.49	5,936.08	6,294.02	6,673.55	7,075.94	7,502.65	7,955.05
	ANNUAL	63,361.22	67,181.92	71,232.98	75,528.18	80,082.60	84,911.32	90,031.76	95,460.56

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
MAINT WRK I BLD	HOURLY	16.8177	17.6741	18.5742	19.5201	20.5141	21.5588	22.6567	23.8105
1095	BIWEEKLY	1,345.42	1,413.93	1,485.94	1,561.61	1,641.13	1,724.70	1,812.54	1,904.84
	MONTHLY	2,915.08	3,063.52	3,219.54	3,383.49	3,555.78	3,736.85	3,927.17	4,127.15
	ANNUAL	34,980.92	36,762.18	38,634.44	40,601.86	42,669.38	44,842.20	47,126.04	49,525.84

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
MAINT WRK I LBR	HOURLY	16.8177	17.6741	18.5742	19.5201	20.5141	21.5588	22.6567	23.8105
1098	BIWEEKLY	1,345.42	1,413.93	1,485.94	1,561.61	1,641.13	1,724.70	1,812.54	1,904.84
	MONTHLY	2,915.08	3,063.52	3,219.54	3,383.49	3,555.78	3,736.85	3,927.17	4,127.15
	ANNUAL	34,980.92	36,762.18	38,634.44	40,601.86	42,669.38	44,842.20	47,126.04	49,525.84

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
MAINT WRK I POL	HOURLY	16.8177	17.6741	18.5742	19.5201	20.5141	21.5588	22.6567	23.8105
1097	BIWEEKLY	1,345.42	1,413.93	1,485.94	1,561.61	1,641.13	1,724.70	1,812.54	1,904.84
	MONTHLY	2,915.08	3,063.52	3,219.54	3,383.49	3,555.78	3,736.85	3,927.17	4,127.15
	ANNUAL	34,980.92	36,762.18	38,634.44	40,601.86	42,669.38	44,842.20	47,126.04	49,525.84

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
MAINT WRKII BLD	HOURLY	19.7674	20.6247	21.5191	22.4523	23.4260	24.4420	25.5019	26.6079
1100	BIWEEKLY	1,581.39	1,649.98	1,721.53	1,796.18	1,874.08	1,955.36	2,040.15	2,128.63
	MONTHLY	3,426.35	3,574.96	3,729.98	3,891.72	4,060.51	4,236.61	4,420.33	4,612.03
	ANNUAL	41,116.14	42,899.48	44,759.78	46,700.68	48,726.08	50,839.36	53,043.90	55,344.38

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
MAINT WRKII LIB	HOURLY	19.7674	20.6247	21.5191	22.4523	23.4260	24.4420	25.5019	26.6079
1102	BIWEEKLY	1,581.39	1,649.98	1,721.53	1,796.18	1,874.08	1,955.36	2,040.15	2,128.63
	MONTHLY	3,426.35	3,574.96	3,729.98	3,891.72	4,060.51	4,236.61	4,420.33	4,612.03
	ANNUAL	41,116.14	42,899.48	44,759.78	46,700.68	48,726.08	50,839.36	53,043.90	55,344.38

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
MAINT WRKII POL	HOURLY	19.7674	20.6247	21.5191	22.4523	23.4260	24.4420	25.5019	26.6079
1101	BIWEEKLY	1,581.39	1,649.98	1,721.53	1,796.18	1,874.08	1,955.36	2,040.15	2,128.63
	MONTHLY	3,426.35	3,574.96	3,729.98	3,891.72	4,060.51	4,236.61	4,420.33	4,612.03
	ANNUAL	41,116.14	42,899.48	44,759.78	46,700.68	48,726.08	50,839.36	53,043.90	55,344.38

**IBEW SERVICE/CLERICAL/FINANCE SALARY TABLE**

**FY 2020 - 2021 EXHIBIT C**

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>PAYROLL CLERK</b>	<b>HOURLY</b>	20.5214	21.5328	22.5941	23.7077	24.8762	26.1023	27.3888	28.7387
<b>1107</b>	<b>BIWEEKLY</b>	1,641.71	1,722.62	1,807.53	1,896.62	1,990.10	2,088.18	2,191.10	2,299.10
	<b>MONTHLY</b>	3,557.04	3,732.34	3,916.32	4,109.34	4,311.88	4,524.39	4,747.38	4,981.38
	<b>ANNUAL</b>	42,684.46	44,788.12	46,995.78	49,312.12	51,742.60	54,292.68	56,968.60	59,776.60
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>PLANS EXAMINER</b>	<b>HOURLY</b>	23.4608	24.8692	26.3622	27.9448	29.6225	31.4008	33.2859	35.2842
<b>1120</b>	<b>BIWEEKLY</b>	1,876.86	1,989.54	2,108.98	2,235.58	2,369.80	2,512.06	2,662.87	2,822.74
	<b>MONTHLY</b>	4,066.53	4,310.67	4,569.46	4,843.76	5,134.57	5,442.80	5,769.55	6,115.94
	<b>ANNUAL</b>	48,798.36	51,728.04	54,833.48	58,125.08	61,614.80	65,313.56	69,234.62	73,391.24
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>PLMB/MCH INSP</b>	<b>HOURLY</b>	23.7122	25.0551	26.4740	27.9733	29.5574	31.2313	33.0000	34.8689
<b>1127</b>	<b>BIWEEKLY</b>	1,896.98	2,004.41	2,117.92	2,237.86	2,364.59	2,498.50	2,640.00	2,789.51
	<b>MONTHLY</b>	4,110.12	4,342.89	4,588.83	4,848.70	5,123.28	5,413.42	5,720.00	6,043.94
	<b>ANNUAL</b>	49,321.48	52,114.66	55,065.92	58,184.36	61,479.34	64,961.00	68,640.00	72,527.26
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>POL REC CLRK</b>	<b>HOURLY</b>	17.7268	18.6381	19.5963	20.6037	21.6629	22.7765	23.9474	25.1785
<b>1130</b>	<b>BIWEEKLY</b>	1,418.14	1,491.05	1,567.70	1,648.30	1,733.03	1,822.12	1,915.79	2,014.28
	<b>MONTHLY</b>	3,072.64	3,230.61	3,396.68	3,571.32	3,754.90	3,947.93	4,150.88	4,364.27
	<b>ANNUAL</b>	36,871.64	38,767.30	40,760.20	42,855.80	45,058.78	47,375.12	49,810.54	52,371.28
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>PBL SFTY DSPTCH</b>	<b>HOURLY</b>	21.3628	22.2313	23.1351	24.0757	25.0544	26.0730	27.1330	28.2361
<b>1035</b>	<b>BIWEEKLY</b>	1,709.02	1,778.50	1,850.81	1,926.06	2,004.35	2,085.84	2,170.64	2,258.89
	<b>MONTHLY</b>	3,702.88	3,853.42	4,010.09	4,173.13	4,342.76	4,519.32	4,703.05	4,894.26
	<b>ANNUAL</b>	44,434.52	46,241.00	48,121.06	50,077.56	52,113.10	54,231.84	56,436.64	58,731.14
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>PBL SFTY DS/911</b>	<b>HOURLY</b>	21.3628	22.2313	23.1351	24.0757	25.0544	26.0730	27.1330	28.2361
<b>1037</b>	<b>BIWEEKLY</b>	1,709.02	1,778.50	1,850.81	1,926.06	2,004.35	2,085.84	2,170.64	2,258.89
	<b>MONTHLY</b>	3,702.88	3,853.42	4,010.09	4,173.13	4,342.76	4,519.32	4,703.05	4,894.26
	<b>ANNUAL</b>	44,434.52	46,241.00	48,121.06	50,077.56	52,113.10	54,231.84	56,436.64	58,731.14
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>PBLSFTY DS/WRLS</b>	<b>HOURLY</b>	21.3628	22.2313	23.1351	24.0757	25.0544	26.0730	27.1330	28.2361
<b>1038</b>	<b>BIWEEKLY</b>	1,709.02	1,778.50	1,850.81	1,926.06	2,004.35	2,085.84	2,170.64	2,258.89
	<b>MONTHLY</b>	3,702.88	3,853.42	4,010.09	4,173.13	4,342.76	4,519.32	4,703.05	4,894.26
	<b>ANNUAL</b>	44,434.52	46,241.00	48,121.06	50,077.56	52,113.10	54,231.84	56,436.64	58,731.14
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>SR ACCT CLK</b>	<b>HOURLY</b>	19.8876	20.9157	21.9969	23.1341	24.3300	25.5877	26.9105	28.3016
<b>1147</b>	<b>BIWEEKLY</b>	1,591.01	1,673.26	1,759.75	1,850.73	1,946.40	2,047.02	2,152.84	2,264.13
	<b>MONTHLY</b>	3,447.19	3,625.40	3,812.79	4,009.92	4,217.20	4,435.21	4,664.49	4,905.62
	<b>ANNUAL</b>	41,366.26	43,504.76	45,753.50	48,118.98	50,606.40	53,222.52	55,973.84	58,867.38
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>SHOOTRANGE OPER</b>	<b>HOURLY</b>	26.1052	27.2365	28.4168	29.6482	30.9330	32.2735	33.6720	35.1312
<b>1140</b>	<b>BIWEEKLY</b>	2,088.42	2,178.92	2,273.34	2,371.86	2,474.64	2,581.88	2,693.76	2,810.50
	<b>MONTHLY</b>	4,524.91	4,720.99	4,925.57	5,139.03	5,361.72	5,594.07	5,836.48	6,089.42
	<b>ANNUAL</b>	54,298.92	56,651.92	59,106.84	61,668.36	64,340.64	67,128.88	70,037.76	73,073.00

**IBEW SERVICE/CLERICAL/FINANCE SALARY TABLE**

**FY 2020 - 2021 EXHIBIT C**

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>SHT RNG OPR RFL</b>	<b>HOURLY</b>	26.1052	27.2365	28.4168	29.6482	30.9330	32.2735	33.6720	35.1312
<b>1141</b>	<b>BIWEEKLY</b>	2,088.42	2,178.92	2,273.34	2,371.86	2,474.64	2,581.88	2,693.76	2,810.50
	<b>MONTHLY</b>	4,524.91	4,720.99	4,925.57	5,139.03	5,361.72	5,594.07	5,836.48	6,089.42
	<b>ANNUAL</b>	54,298.92	56,651.92	59,106.84	61,668.36	64,340.64	67,128.88	70,037.76	73,073.00

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
<b>WWTP SECR</b>	<b>HOURLY</b>	19.9641	20.9719	22.0305	23.1426	24.3108	25.5380	26.8272	28.1814
<b>1200</b>	<b>BIWEEKLY</b>	1,597.13	1,677.75	1,762.44	1,851.41	1,944.86	2,043.04	2,146.18	2,254.51
	<b>MONTHLY</b>	3,460.45	3,635.13	3,818.62	4,011.39	4,213.86	4,426.59	4,650.06	4,884.77
	<b>ANNUAL</b>	41,525.38	43,621.50	45,823.44	48,136.66	50,566.36	53,119.04	55,800.68	58,617.26

R E S O L U T I O N 2018-243

WHEREAS, pursuant to Neb. Rev. Stat., §16-201, the City Of Grand Island (City) has the authority to make all contracts and do all other acts in relation to the property and concerns of the City necessary to the exercise of its corporate powers; and

WHEREAS, an employee bargaining unit at the City of Grand Island is represented by the International Brotherhood of Electrical Workers (IBEW), Local 1597 Service/Clerical/Finance and

WHEREAS, representatives of the City and the IBEW met to negotiate a labor agreement, and

WHEREAS, the City reached an agreement with the IBEW and the agreement has been presented to City Council for approval.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that the Mayor is hereby authorized to execute the Labor Agreement by and between the City of Grand Island and the International Brotherhood of Electrical Workers, Local 1597 Service/Clerical/Finance for the period of October 1, 2018 through September 30, 2021.

- - -

Adopted by the City Council of the City of Grand Island, Nebraska, on August 21, 2018.

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

Attest:

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

Approved as to Form	☐ _____
August 23, 2018	☐ City Attorney



# **City of Grand Island**

**Tuesday, August 21, 2018**

**Special Meeting**

## **Item I-3**

### **#2018-244 - Consideration of Approving Revisions to the Personnel Rules and Regulations**

**Staff Contact: Aaron Schmid, Human Resources Director**

# **Council Agenda Memo**

**From:** Aaron Schmid, Human Resources Director

**Meeting:** August 21, 2018

**Subject:** Approval of Revised Personnel Rules and Regulations

**Presenter(s):** Marlan Ferguson, City Administrator  
William Clingman, Assistant Finance Director

## **Background**

The City of Grand Island maintains a Personnel Rules and Regulations manual for City employees. The document contains information on personnel management, general policies, operations, leave policies and benefits. Portions of the Personnel Rules and Regulations are also referenced in the Union labor contracts. Changes to the Personnel Rules and Regulations require Council approval.

## **Discussion**

The last revision to the Personnel Rules and Regulations was on October 15, 2014. Since then, a number of changes have occurred and Administration is recommending an update to the manual. Proposed changes that directly affect the Union contracts have been presented to Union leadership with no objections. Please find below a summary of the proposed changes.

1. Testing for “opiates” will be replaced with “opioids” to account for synthetic varieties of the drug.
2. Tobacco use shall now include e-cigarettes.
3. Employees will be allowed to donate annual leave in addition vacation leave to the Community Leave Bank.
4. Clarification is provided to Community Leave that leave periods include consecutive and intermittent leave.
5. “Accepting and/or” was added to, “soliciting favors, gifts, services, or bribes in the conduct of City business.”

6. Clarification is provided that employees must be in an active status on their final day of employment (i.e. cannot “vacation out”).
7. Retirement distribution information will now be referenced by the current plan documents.
8. The City Government Computer Network policy and the Reimbursable Business Travel Expenses policy will be located on the City’s Performance Pro website. This move will reduce the length of the Personnel Rules and Regulations. Council will still have authority over these policies and employees will still acknowledge review of these policies.
9. Temporary and Seasonal employment categories are individually defined as they are separate categories.
10. Promotional step placement is further defined.
11. Leave request language has been updated to reflect the use of MUNIS.
12. Vacation leave has been converted from days to hours. “Years 20 through 24” have been increased to 180 hours and “Year 25 and beyond” has been increased to 200 hours. The increase in hours is an internal equity adjustment to match a union contract.
13. Clarification is provided that part-time employees who work at least 30 hours per week will accrue vacation at a prorated amount.
14. The maximum amount of medical leave has been adjusted to 1,106 hours. Compensation for unused medical leave at retirement has been adjusted to 53%. The changes are an internal equity adjustment to match a union contract.
15. Extended use of medical leave is allowed for immediate family members provided the terms of Family Medical Leave are met.
16. A section on dental insurance was added. In the past health and dental were under one plan. Currently they are separate plans.
17. A section on vision insurance was added. Eligible employees may participate in the plan and pay the full premium.
18. Clarifying language was added to life/accidental death insurance regarding coverage for spouses and children.

19. The terms of the retirement savings plan has been defined. The contributions have been increase to 7.5%. The changes are an internal equity adjustment to match two union contracts.

### **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 the revisions to the Personnel Rules and Regulations.

### **Sample Motion**

Move to approve the revisions to the Personnel Rules and Regulations.

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# CHAPTER ONE

## PERSONNEL MANAGEMENT

### Sec. 1.01 WELCOME

Welcome to the City of Grand Island! We want to thank you for joining our team. We believe that each employee contributes directly to the growth and success of our organization. We hope that the employment relationship that we share is a long and mutually rewarding one. The purpose of this handbook is to acquaint you with policies set forth by the City of Grand Island. These Personnel Rules and Regulations state the intent of the Mayor and City Council in providing for the employment conditions and benefits for employees of the City of Grand Island. You should familiarize yourself with the contents of the Personnel Rules and Regulations, as you are responsible for abiding by the rules that are outlined within.

For convenience, in this handbook, we will refer to your employer as ~~The the~~ City of Grand Island, ~~The the~~ City, we, our, or us. If you have questions regarding the material presented here, please feel free to ask your supervisor or call the Human Resources Department.

Again, best wishes for success in your new position with the City of Grand Island!

### Sec. 1.02 LEGAL EFFECT

The policies in this manual are subject to change as the City grows and changes. Any changes in this manual shall apply to existing as well as future employees. If and when provisions are formally changed, there will be notification and appropriate replacement documentation will be provided. No statement or promise made by a supervisor, manager, or department head may be interpreted as a change in policy, nor will it constitute an agreement with an employee.

*The City Personnel Rules and Regulations are not a contract, expressed, or implied. This handbook replaces (supersedes) all other previous Personnel Rules or Administrative Policies for the City of Grand Island as of ~~October 15, 2014~~ October 14, 2018.*

### Sec. 1.03 EQUAL EMPLOYMENT OPPORTUNITY

The City of Grand Island affirms its commitment to providing a work environment that does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, sexual orientation, mental or physical disability, marital status, national origin, or genetic information. The City will operate in full compliance with applicable federal, state, and local laws prohibiting discrimination in employment.

This policy governs all aspects of employment, including selection, job assignment, compensation, discipline, termination, and access to benefits and training. Anyone found to be engaging in any type of unlawful discrimination will be subject to disciplinary action, up to and including termination of employment.

#### **Sec. 1.04 SCOPE**

The City of Grand Island is made up of several different departments. The departments that are governed by these rules are as follows:

Administration	Human Resources Department
Building Department	Police Department
Legal Department	Public Works Department
Finance Department	Public Library
Parks & Recreation Department	Utilities Department
Fire Department	
Regional Planning Department /Community Development	
Grand Island/Hall County Emergency Management Department	

The following are exempted from these rules:

- The Mayor and City Council
- Members of appointive boards, commissions, and committees
- Independent contractors

Although persons employed as temporary employees, interns, and citizen volunteers are not eligible for benefits under the City's policy, they are still expected to follow the policies set forth as they represent the City.

The City Administrator's Office is governed by the Personnel Rules and Regulations; however, the City Administrator serves at the pleasure of the Mayor.

The City Personnel System shall be divided into two classifications of service, classified and unclassified. Classified service includes all employees governed by the Civil Service Act of the State of Nebraska. Departments that have employees that fall under this category ~~would be~~ are the Police and Fire departments. All other employees of the City are considered unclassified.

All appointments and removals of employees who are in the classified service shall be subject to Civil Service Rules and Regulations.

These rules and regulations apply to all employees of the City except where labor contracts, Civil Service Rules, State statutes, or other City ordinances supersede these rules.

## **Sec. 1.05 MAYOR AND CITY COUNCIL**

The Mayor and the City Council shall be the ultimate policy-making authority for the City of Grand Island. The Mayor as chief executive officer of the City shall be responsible for the proper administration of the affairs of the City. The Mayor is the appointing authority under the Civil Service Act of the State of Nebraska. The Mayor shall upon approval of the City Council, appoint or remove a city administrator, city clerk, city treasurer, city engineer, city attorney, and such other officers as required by law.

The Mayor may designate his/her administrative responsibilities under these rules to the City Administrator, as the Chief Administrative Officer, provided the Mayor may not designate any duties or responsibilities in violation of the State statute. The Mayor has the right to approve or disprove any personnel actions taken pursuant to these personnel rules.

## **CHAPTER TWO GENERAL POLICIES**

### **Sec. 2.01 APPLICATION PROCESS**

The City's Human Resources Department is responsible for the posting of all employment opportunities. Vacancies will be advertised publicly as well as internally. Equitable consideration will be given to all applicants.

The City may refuse to consider an applicant or place his/her name on an eligibility list for any of the following reasons:

- The applicant lacks the minimum qualifications stated in the official job description.
- The applicant has been found guilty of a crime of such a nature as to render the applicant unsuitable for the job for which application is being made.
- The applicant has been dismissed or resigned for disciplinary reasons from any employment within the past five years for a cause that would constitute a cause for termination under these rules.
- The applicant has made a false statement on his/her application.
- The applicant is deemed unfit to perform the duties of the job for which application is made as indicated by unfavorable reports received from references or by character or medical investigations.
- The applicant does not hold a valid driver's license when required by the nature of the job.
- The applicant for a position is a member of the same household and/or an immediate family member within the same supervisory chain of command. An immediate family member would be any of the following; spouse, child (including stepchildren), sibling, parent, grandparent and in-laws of the same relation. Family members are otherwise eligible for employment with the ~~city~~ City provided they are not in the same supervisory chain of command.

### **Sec. 2.02 SEXUAL AND OTHER UNLAWFUL HARASSMENT**

The City of Grand Island is committed to providing a work environment that is free from all forms of discrimination and conduct that can be considered harass-

ing, coercive, or disruptive. Actions, words, jokes, or comments based on an individual's sex, race, color, national origin, age, religion, disability, sexual orientation, or any other legally protected characteristic will not be tolerated. All men and women are to be treated equally with dignity and respect.

Sexual harassment is defined as unwanted sexual advances, or visual, verbal, or physical conduct of a sexual nature. This form of employee misconduct undermines the integrity of the workplace and will not be tolerated. The following is a partial list of examples of sexual harassment:

- Unwelcome sexual advances – physical or verbal.
- Offering employment benefits in exchange for sexual favors.
- Making threats after a negative response to sexual advances.
- The use of derogatory comments, epithets, slurs, or jokes.

If an employee experiences or witnesses sexual or other unlawful harassment in the workplace, it must be reported immediately to his/her supervisor and the Director of Human Resources. All allegations of sexual harassment will be quickly and discreetly investigated. Any supervisor or Director who becomes aware of possible sexual or other unlawful harassment is to report it immediately to the Human Resources Director. If the Human Resources Director is not available, report to the City Attorney.

An employee shall not suffer retaliation for coming forward with a complaint of harassment. Anyone engaging in sexual or other unlawful harassment will be subject to disciplinary action, up to and including termination. Retaliation against someone that makes a complaint of harassment is strictly forbidden. An employee that feels that they have been retaliated against for coming forward with a complaint should make their supervisor and the Human Resources office aware of it immediately. Should the Human Resources Director be unable to handle the complaint, it should be forwarded to the Legal Department.

## **Sec. 2.03 DRUG-FREE WORKPLACE**

The City of Grand Island is committed to providing a safe work environment. The City prohibits the distribution, manufacture, possession, sale, use, transfer, transport, or purchase of illegal drugs, or being under the influence of alcohol or drugs at the workplace, on City premises, or in City vehicles. Any violation of this policy is subject to discipline up to and including termination, for the first offense.

The substances that are prohibited include but are not limited to the following:

- Alcohol
- Cannabinoids (marijuana, hashish)
- Depressants (tranquilizers)
- Hallucinogens (PCP, LSD, "designer drugs" etc.)

- Narcotics (heroin, morphine, etc.)
- Stimulants (cocaine, methamphetamines, etc.)

Any employee convicted of violating a criminal drug statute must inform the City of such a conviction (including pleas of guilty and no contest) within five (5) days of the conviction occurring. Failure to inform the City will subject the employee to disciplinary action, up to and including termination for the first offense. By law, the City will notify the federal grant agency or contracting officer within ten (10) days of receiving such notice from an employee or otherwise receiving notice of such conviction.

The City reserves the right to offer employees convicted of violating a criminal drug statute, the opportunity to participate in a rehabilitation or drug abuse assistance program, at the employee's expense, as an alternative to discipline. If such an opportunity is offered and accepted, the employee must successfully complete the program before returning to their position as a condition of employment.

The City shall test all applicants who have been offered a position with the City prior to starting their new job. Job placement is contingent on the results of the drug testing. The City will test for the following substances for all new hires;

- Amphetamine/Methamphetamine
- Cannabinoids
- Cocaine metabolites
- Opiates Opioids
- PCP

The City reserves the right to test any employee that it has reasonable cause to believe is under the influence of alcohol or drugs while in the workplace.

Any employee that is involved in a worker's compensation claim involving an injury or an accident involving an injury requiring medical attention shall be required to submit to a drug test for cause. Additionally, if an employee is operating a city vehicle and is involved in a reportable accident while in the operation of said vehicle, there shall be drug testing for cause. Any employee involved in any such injury or accident shall immediately notify his or her supervisor and the Human Resources Department so that immediate arrangements can be made for drug testing to be promptly carried out.

The City shall also maintain a testing program as is required by the U.S. Department of Transportation (DOT). This program will apply to employees in job classifications that require a Commercial Driver's License (CDL). Employees in this classification will receive additional information in the orientation process from the Human Resources Department.

## Sec. 2.04 DRESS CODE

Clothing on the job must be in good taste, clean, neat, and reflect the requirements of the working conditions. A neat, well-groomed appearance is important to assure professionalism and competence in the workplace. The responsibility for determination of what is appropriate for a department will be made by the Department Director.

First and foremost, common sense and safety must apply. Employees who are required to work in the outside elements should dress appropriately for their own protection. However, the clothing should be clean and well maintained.

If an employee wears a uniform, the uniform should be worn properly and kept well maintained. The uniform identifies them as a City of Grand Island employee and proper care of the uniform reflects favorably on them and the City. Uniforms should never be worn after hours in public where alcohol is served.

### OFFICE/CLERICAL/RECEPTION:

#### Examples of appropriate dress for male employees include:

- Suits, sport coats, dress or casual slacks, dress shirts, polo [shirts](#), ties, and sweaters.
- Ties are not required on a daily basis. Ties should be worn when the employee is meeting with representatives from other companies, dignitaries, or for any other formal dress purpose.
- Footwear should be in good repair and polished. Dress, casual, or cowboy boots are acceptable.
- Hair should be clean and well kept. Facial hair should be neatly trimmed.
- Hats shall not be worn [on-by](#) office/[\\_](#)clerical/[\\_](#)or reception employees.

#### Examples of appropriate dress for female employees include:

- Dresses, skirts, casual or dress slacks, sweaters, blouses, polo [shirts](#), and jackets.
- Dresses, skirts, dressy or business capris and full skirts may not be more than two inches above the knee.
- Casual or dress shoes should be kept clean and well maintained.
- Footwear should be in good repair and polished.
- Hair should be clean and well kept.

### **Examples of Inappropriate Dress include:**

- Jerseys, shorts, sweat suits, leggings, cotton or denim capris, mini-skirts, halter styled tops or dresses, tube tops, tops with spaghetti straps, exceptionally tight, low-cut or revealing clothing are not appropriate for the workplace.
- "Flip-flops" are not appropriate footwear.
- Accessories and cosmetics should be worn conservatively,

- Body piercing other than traditional earrings should not be visible while at work.

#### Exceptions - Fieldwork

- If approved by the Department Director, employees who are required to work out-of-doors during the summer months are allowed to wear shorts-clean, in good taste (no short-shorts or cut-offs) and appropriate t-shirts (along with their City identification) or t-shirt bearing the City of Grand Island logo.
- Employees who are required to work out-of-doors during the winter months should wear appropriate footwear, including boots, and/or over-shoes.

#### Casual Day Wear:

The City Administrator may designate a day that employees can dress in casual attire.

- Jeans and capris (denim or other colored) that are clean, not tight or loose, not-faded, stained, torn, ripped, or frayed may be worn on days designated by the City Administrator with sweaters, jackets, or City of Grand Island logo attire.
- Holiday/seasonal sweatshirts/shirts or team wear sweatshirts/shirts will be allowed on certain casual days as approved by the City Administrator.

Department Directors and Supervisors are responsible for ensuring that staff meets the dress code as stipulated. Staff wearing inappropriate clothing will be required to leave work and change into appropriate attire without compensation.

### **Sec. 2.05 TOBACCO USAGE**

Tobacco use is prohibited by all persons in any city facility or vehicle. This policy does not prohibit tobacco use in designated outdoor areas.

#### A. Definitions:

1. City facility shall mean:
  - a. Any indoor office, work area, or location used by the general public or serving as a place of work for City employees that is owned, leased, or rented and under the day-to-day control of the City of Grand Island.
2. Tobacco use shall mean carrying a lighted cigar, cigarette, pipe, or any other tobacco substance, [including e-cigarettes](#).

3. Vehicle shall mean any self-propelled conveyance designed for use upon City streets that is owned, leased, or rented by the City of Grand Island.

#### B. Enforcement

Department heads shall ensure that the supervisor in charge of such City facility or vehicle shall make reasonable efforts to prevent tobacco use in the City facility or vehicle by:

1. Posting appropriate signs.
2. Asking tobacco users to refrain from using tobacco in the tobacco-free area, citing Nebraska Clean Indoor Air Act and this City policy.
3. Taking any other appropriate means, including disciplinary action for City employees pursuant to appropriate union contract or Personnel Rules and Regulations.

#### C. Complaints:

Persons observing a violation of this policy should bring it to attention of their supervisor.

### **Sec. 2.06 COMMUNITY LEAVE BANK**

The Community Leave bank is to provide a means for City employees to give accrued vacation leave [or annual leave](#) to another City of Grand Island employee who, because of unexpected or unplanned medical emergency, does not have sufficient paid leave to be away from the job for the period necessary to recuperate or recover.

Conditions for use:

The following conditions must be met by the donating employee wishing to give accrued vacation time [or annual leave](#) to another employee:

- The employee is in compliance with the Personnel Rules regarding vacation usage (i.e. has taken [five \(5\)](#) consecutive days [of](#) vacation the previous year and has sufficient accrued vacation time left to comply with the Personnel Rules during the year in question).
- The employee receives the approval of his/her Department Director.
- Only vacation or personal time may be donated.

The following conditions must be met by the employee receiving vacation time from another employee:

- The receiving employee has used all available paid leave.
- The receiving employee must be experiencing an unforeseen situation of extreme or emergency proportions. Routine illness, pregnancies, etc., will do not qualify.
- The receiving employee shows intent to return to duty following the leave.
- The receiving employee obtains the approval of his/her Department Director.
- The employee's absence does not exceed twelve (12) weeks total, consecutive or intermittent, including all paid, unpaid, and donated times, unless expressly approved by the Department Director.

Procedure:

An employee wishing to donate accrued vacation or annual time leave to another employee shall submit his/her request through the Human Resources Director. All such donations shall remain confidential at the request of the donating employee and/or the receiving employee. The Human Resources Director shall review the request and ensure compliance by both employees with the conditions set forth above.

The Human Resources Director will notify the employee involved of the decision. Use of time given or received through this policy shall be recorded on absence reports.

## **CHAPTER THREE OPERATIONS**

### **Sec. 3.01 CORRECTIVE AND DISCIPLINARY ACTIONS**

A. Employees are expected to act in a mature and professional manner while performing services for the City of Grand Island. Below is a partial list of behaviors that an employee may be disciplined for. Depending on the severity of the infraction, an employee may be subject to discipline up to and including termination. The following is a list, not all-inclusive, providing examples of unacceptable conduct:

1. Failure to observe safety rules and regulations.
2. Failure to report to work at the appointed time or place, or for departing prior to the designated time, including abuse of rest periods.
3. Solicitation, or distribution or display of, unauthorized literature while on City time.
4. Operating a personal business while on City time.
5. Intimidation or coercion.
6. Abuse or waste of City equipment, tools, or material.
7. Using abusive language or making false or malicious statements concerning any employee, the City, or its services.
8. Horseplay, loafing, or sleeping on the job.
9. Unauthorized posting, removing, or altering of bulletin board notices.
10. Violation of City, Department, or Division written or verbal policies or procedures.
11. Unauthorized use or release of confidential, sensitive or privileged information.
12. Intentional unavailability for or refusal to work over-time or respond to emergency call-out.
13. Abuse of medical leave or other paid leaves.

14. Conduct unbecoming a City employee.

B. An employee may be discharged, even for a first offense, for the following violations. This list is representative of dischargeable behaviors but is not all-inclusive.

1. Insubordination.
2. Theft of public or private property.
3. Misappropriation of public property.
4. Unlawful harassment.
5. Consumption or possession of alcohol or non-prescribed drugs on City time or property.
6. Being under the influence of alcohol or non-prescribed drugs while in the workplace.
7. Gambling or fighting on City time or property.
8. Conviction of a felony.
9. Abusive, offensive, or obscene language or conduct towards the public, City officials, or employees.
10. Demeaning, disruptive, or uncooperative conduct in the workplace.
11. Intentional or negligent damage or destruction of private or public property.
12. Fraud, falsification, or deceit in the conduct of City business.
13. Incompetence or unsatisfactory performance.
14. Unauthorized possession or use of firearms or hazardous materials on City time or property.
15. Work disruption or stoppage, strike, or other forms of job action or withholding of services.
16. Acts or threats of physical violence directed towards City officials or employees.
17. [Accepting and/or Soliciting favors, gifts, services, or bribes in the conduct of City business.](#)

18. Conduct unbecoming a City employee or tending to discredit or impair the duties and the responsibilities of the employee's position.

19. Violation of the "Employment of Relatives" Policy.

20. Failure to maintain licensure required to perform job duties.

C. Any employee arrested or convicted of any offense other than a minor traffic violation must report the incident to his/her supervisor. Failure to report such matters can result in discipline, up to and including termination.

### **Sec. 3.02 DISCIPLINE AND APPEAL PROCEDURE**

#### **A. General Statement**

It is the policy of the City of Grand Island to provide a system of progressive discipline, which affords an opportunity for the resolution of unsatisfactory employee performance or conduct. Except in the case of a ~~written~~ Written reprimand Reprimand I and ~~Written~~ Written reprimand Reprimand II, such system shall include an appeal procedure to assure the equitable and consistent application of discipline.

Discipline may begin with the least severe, appropriate disciplinary action and progress, if necessary, to more severe actions. The severity of the incident may warrant any level of initial disciplinary action, so as to be appropriate for the offense.

#### **B. Progressive Discipline**

Progressive discipline is the successive application of increasingly severe disciplinary actions. These actions, in order of severity, are ~~written~~ Written reprimand Reprimand I, ~~written~~ Written reprimand Reprimand II, probationary status, suspension, suspension and demotion, and discharge.

#### **C. Written Reprimand I**

A ~~written~~ Written reprimand Reprimand I must be imposed by the employee's immediate supervisor for minor violations or incidents. The reprimand must inform the employee of the violation or incident, the required correction action, and the consequences of a reoccurrence of the violation or incident.

A copy of the ~~written~~ Written reprimand Reprimand I must be delivered to the employee and the Human Resources Department by the immediate supervisor. The immediate supervisor must retain a copy of the ~~written~~ Written reprimand Reprimand I in departmental records. A ~~written~~ Written reprimand Reprimand I shall be placed in the employee's personnel file.

D. Written Reprimand II

A ~~written-Written reprimand-Reprimand~~ II may be imposed by a Department Director, the City Administrator, or the Mayor for repeated minor violations or incidents, or for a violation or incident of a more serious nature. The ~~written-Written reprimand-Reprimand~~ II must inform the employee of the violation or incident, the required corrective action, and the consequences of a reoccurrence of the violation or incident. Copies of the ~~written-Written reprimand-Reprimand~~ II must be delivered to the employee and the Human Resources Department for placement in the employee's personnel file.

E. Probationary Status

An employee can be put into a probationary status if his/her conduct is deemed unacceptable by the supervisor and/or Director and approved by the Director. During the probationary period the employee's performance and compliance with company rules and standards will be closely supervised. If at any time during the probationary period the employee's performance is unsatisfactory or the employee has failed to comply with company rules, they will be subject to immediate termination.

F. Suspension and Demotion

A suspension is a period of time where the employee is removed from the workplace without pay. Suspension is normally imposed for a disciplinary or dischargeable offense or for an employee's failure to take corrective action in response to a ~~written-Written reprimand-Reprimand~~ I or II. A suspension may be imposed as initial discipline for a violation or incident of a serious nature.

A demotion is a change in status to a position subordinate to that held by an employee prior to imposition of discipline and may be imposed by the Department Director, the City Administrator, or Mayor in conjunction with a suspension for a violation or incident of a serious nature.

For non-exempt employees under the Fair Labor Standards Act (FLSA), a suspension, not to exceed five working days, may be imposed by the Department Director, the City Administrator, or the Mayor. For exempt employees under the FLSA, any suspension must be for a period of at least one workweek.

Prior to imposition of suspension and/or demotion as a disciplinary action, a written notice of suspension and/or demotion shall be prepared and signed by the Department Director, the City Administrator, or the Mayor. The notice of suspension and/or demotion must inform the employee of the following:

- a. A statement of the violation(s) or incident(s)

- b. A brief explanation of the evidence underlying the violation(s) or incident(s)
- c. The discipline to be imposed
- d. Any required corrective action by the employee
- e. The consequences of a reoccurrence of the violations(s) or incident(s)
- f. The employee's right to request an appeal hearing before the Mayor

A copy of the notice of suspension and/or demotion shall be delivered to the employee, either personally or by delivery to the employee's last known place of residence at least seventy-two (72) hours, excluding Saturday, Sunday, and ~~Holidays~~[holidays](#), prior to imposition of the disciplinary action. At the discretion of the person issuing the notice of suspension and/or demotion, the employee may be suspended with pay immediately upon delivery of the notice pending implementation of the disciplinary action. A copy of the notice of suspension and/or demotion must be delivered to the Human Resources Department for placement in the employee's personnel file.

A proposed suspension (and demotion) may be appealed pursuant to the procedure set out hereafter.

#### G. Discharge

A discharge may be imposed by the Mayor for an employee's failure to correct his/her workplace conduct in response to a suspension. A discharge may also be imposed as initial discipline for a violation or incident of a serious nature.

Prior to imposition of discharge as a disciplinary action, a written notice of discharge shall be prepared and signed by the Department Director, the City Administrator, or the Mayor. The notice of discharge must inform the employee of the following:

- a. A statement of the violation(s) or incident(s)
- b. A brief explanation of the evidence underlying the violation(s) or incident(s)
- c. A statement that discharge is to be imposed
- d. The employee's right to request an appeal hearing before the Mayor

A copy of the notice of discharge shall be delivered to the employee, either personally or by delivery to the employee's last known place of residence at least seventy-two (72) hours, excluding Saturday, Sunday, and ~~Holidays~~[holidays](#), prior to imposition of the disciplinary action. The employee shall be suspended with pay immediately upon delivery of the notice of discharge pending implementation

of the disciplinary action or a final determination by the Mayor on the proposed disciplinary action following an appeal hearing. A copy of the notice of discharge must be delivered to the Human Resources Department for placement in the employee's ~~personal~~personnel file.

A proposed discharge may be appealed pursuant to the procedures set out hereafter.

#### H. Appeal Procedure

A regular status, non-introductory employee may appeal a suspension, a suspension and demotion, or a discharge in accordance with the following procedure:

- a. Following delivery of a notice of suspension (and demotion), or notice of discharge, the employee shall have seventy-two (72) hours, excluding Saturday, Sunday, and ~~Holidays~~holidays, to request an appeal hearing before the Mayor. Such request shall be in writing and delivered to the office of the Mayor at City Hall.
- b. Upon receipt of a request for an appeal hearing, the Mayor shall within five (5) working days cause to be set a time and place for the appeal hearing and written notification thereof shall be provided to the employee, the Human Resources Director, and City Attorney. The appeal hearing shall be held within fifteen (15) working days after receipt of the request for hearing. The appeal hearing shall be conducted informally and recorded electronically.
- c. At the hearing, the City Attorney, Department Director, and/or City Administrator shall present oral or written statements, reports, and documents supporting the disciplinary action.
- d. The accused employee, the employee's representative and attorney, or other person on the employee's behalf, may present oral or written statements, reports and documents in response to the proposed disciplinary action.
- e. Each side shall be limited to a total time for making their respective presentations of one (1) hour or less. The Mayor upon good cause shown may extend the time for presentation.
- f. Upon conclusion of the appeal hearing, the Mayor shall make a determination in writing to dismiss, modify, or impose the proposed disciplinary action. The proceedings before the Mayor at the appeal hearing shall constitute the sole basis on which the Mayor's determination shall be based. Modification may include any lesser disci-

plinary action than that which was proposed, including ~~written~~ Written Reprimand II, reduction in pay, demotion, or change in the terms of suspension and/or demotion and may provide for a period of probation, counseling, treatment, or other corrective actions on the part of the employee.

A copy of the Mayor's written determination shall be delivered to the employee, either personally or by delivery to the employee's last known place of residence. A copy of the Mayor's written determination shall be delivered to the City Administrator, City Attorney, and the Human Resources Director. The Human Resources Department shall place a copy of the Mayor's written determination in the employee's personnel file.

Should the employee be dissatisfied with the Mayor's determination, the employee may appeal to the District Court of Hall County, Nebraska, in accordance with the procedures provided by the statutes of the State of Nebraska. The filing of a petition in error by the employee or the service of summons upon the City shall not stay enforcement of a disciplinary action. The City may do so voluntarily, or the City may comply with such stay as is ordered by the District Court of Hall County.

### **Sec. 3.03 EMPLOYEE GRIEVANCES**

The following ~~will be~~ is the grievance procedure for employees of the City of Grand Island, except those that are members of a recognized bargaining unit. Members of bargaining units shall use the grievance procedures provided in their respective labor agreements.

Each ~~person~~ employee may present a grievance to their immediate supervisor who will respond in writing within five (5) working days. Written notification of this grievance will be forwarded to the Human Resources Director, Department Director, and City Administrator.

If the person is not satisfied with the decision of their immediate supervisor, they may present the grievance to the Department Director who will notify the Human Resources Director and City Administrator. The Department Director will, with the advice and consent of the City Administrator, respond in writing within five (5) working days.

In the event that the person is not satisfied with the decision of the Department Director, they may notify the Human Resources Director in writing within five (5) working days. The Human Resources Director will investigate the grievance and forward the results to the grievant, the City Administrator, and the Mayor. The Mayor may conduct a review of the record and notify the grievant of the Mayor's decision.

The following are the prerogative of management and are not subject to the grievance process. Except where limited by provisions elsewhere in these rules, nothing in the rules shall be construed to restrict, limit, or impair the rights, powers, and the authority of the City as granted to it under the laws of the State of Nebraska and City ordinances. These rights, powers, and authority include but are not limited to the following:

- Discipline or discharge for just cause arising under the City Personnel Rules [and Regulations](#).
- Direct the work force.
- Hire, assign, or transfer employees.
- Determine the mission of the City.
- Determine the methods, means, and/or number of personnel needed to carry out the City's mission.
- Introduce new or improved methods or facilities.
- Change existing methods or facilities.
- Relieve employees because of lack of work.
- Contract out for goods or services.
- The right to classify jobs and allocate individual employees to appropriate classifications based upon duty assignments.

### **Sec. 3.04 RESIGNATIONS, RETIREMENTS, AND LAYOFFS**

RESIGNATIONS: To resign in good standing, an employee must give the Department Director written notice at least [fourteen \(14\)](#) calendar days prior to ~~termination~~[separation](#), unless the Department Director agrees to permit a shorter period. [The employee must be in an active pay status on his/her final day of employment \(i.e. cannot "vacation out"\)](#).

RETIREMENT: An employee may, but is not required to, retire on the first day of the month following his/her 65<sup>th</sup> birthday. Uniformed members of the Police and Fire Divisions shall be retired in accordance with the provisions of State [statutes](#) [Statutes](#) covering retirement of these classifications.

Retired employees, except police officers and firefighters, shall, when eligible, receive a [pension as provided for in City Ordinance No. 4244 as amended](#)~~retire-~~

[ment distribution as allowed under plan document rules](#). Police officers and firefighters, when eligible, shall receive a pension as provided for by State statutes.

The Mayor may, at his/her discretion, grant an early retirement option under the general employee [pension-retirement savings](#) plan upon the request of an employee. The employee must be at least [fifty-five \(55\)](#) years of age and must have at least ten [\(10\)](#) years of participation in the employee [pension-retirement savings](#) plan.

REDUCTION IN FORCE: Whenever it is determined to be in the best interest of the City to reduce its workforce, the Director of the affected department, the Mayor, or City Administrator will recommend the implementation of the reduction.

Factors that will be taken into consideration shall include, but are not limited to:

- The employment policies and staffing needs of the department, together with contracts, ordinances, and statutes related thereto and budgetary considerations
- Required federal, state, or local certifications or licenses;
- Seniority;
- The performance appraisal of the employees affected, including any recent or pending disciplinary actions;
- The knowledge, skills and abilities of the employee;
- The multiple job skills recently or currently being performed by the employee;

Upon the receipt of the recommendation, a determination will be made as to the classifications to be affected by a reduction in force and the number of employees to be laid off. A determination as to whether any employees within a job classification should be exempted from consideration due to the existence of a required federal, state, or local certification, or license will also be made at this time.

RECALL: Employees laid off under this reduction in force policy shall be eligible for recall for a period of [two \(2\)](#) years after layoff. If, within [two \(2\)](#) years after layoff, a new position is opened within the reduced job classification for the department, the employee shall be recalled in the reverse order of layoff. After [two \(2\)](#) years, the employee will have no preference for rehire.

CONSIDERATION GIVEN FOR RELEASE OF ALL CLAIMS AGAINST THE CITY: Employees with [one to four \(1 – 4\)](#) years of continuous employment with

the City whose employment is terminated by a reduction in force will be entitled to consideration equal to one (1) month's pay. Employees with five (5) or more years of service will receive one (1) month's pay plus one (1) week for each additional year of service with a maximum payout of twelve (12) weeks. Employees who retire or are terminated through disciplinary action will not receive this consideration. The Mayor may grant consideration in resignation cases when deemed appropriate. The Mayor may grant consideration greater than one (1) month's pay upon a determination that such action is in the best interest of the City.

FURLOUGH: When it is determined necessary to reduce payroll expenses, employees may be required to participate in furloughs or a reduction in hours worked. The employee's health insurance and other benefits will not be affected as long as the furlough is temporary in nature and does not result in the employee's hours dropping below thirty-five (35) hours per week average on an annual basis.

### **Sec. 3.05 USE OF CITY PROPERTY AND EQUIPMENT**

Property and equipment that is provided by the City to carry out the duties of day to day business is to be used in the way that it is intended. Personal use of City property and equipment including computers and Internet service is prohibited.

### **Sec. 3.06 CITY GOVERNMENT COMPUTER NETWORK**

All employees of the City of Grand Island are expected to comply with the City Government Computer Network Policy, which is available on the City's Performance Pro website.

#### A. Overview

The intentions for publishing a security awareness and acceptable use policy are not to impose restrictions that are contrary to the established culture of openness, trust and integrity. The City of Grand Island is committed to protecting all employees, partners and the City of Grand Island from illegal or damaging actions by individuals, either knowingly or unknowingly.

Internet/Intranet/Extranet-related systems, including but not limited to computer equipment, software, operating systems, storage media, network accounts providing electronic mail, www browsing, and FTP, are the property of the City of Grand Island. These systems are to be used for business purposes in serving the interests of the City of Grand Island, and of our clients and customers in the course of normal operations.

Effective security is a team effort involving the participation and support of every City of Grand Island employee and affiliate who deals with information and/or in-

~~formation systems. It is the responsibility of every computer user to know these guidelines, and to conduct their activities accordingly.~~

#### ~~B. Purpose~~

~~The purpose of this policy is to outline the acceptable use of computer equipment at the City of Grand Island. These rules are in place to protect the employees and the City of Grand Island. Inappropriate use exposes the City of Grand Island to risks including virus attacks, compromise of network systems and services, and legal issues.~~

#### ~~C. Scope~~

~~This policy applies to employees, contractors, consultants, temporary employees, and all other workers at the City of Grand Island, including all personnel affiliated with third parties. This policy applies to all equipment that is owned or leased by the City of Grand Island~~

### **~~POLICY~~**

#### ~~General Use and Ownership~~

- ~~1. While network administration desires to provide a reasonable level of privacy, users should be aware that the data they create on the government systems remains the property of the City of Grand Island. Because of the need to protect the network, management cannot guarantee the confidentiality of employee's personal information stored on any network device belonging to the City of Grand Island~~
- ~~2. An e-mail system and Internet access are provided to City employees for the purpose of conducting official City business. These may not be used for prohibited purposes, such as conducting private business, or political campaigning, or any illegal uses. Computer use on government systems may be audited.~~
- ~~3. Computers owned by City government or purchased with public funds should not have any recreational games installed. This includes the games supplied as part of the operating system of "free" additional programs. Contact the Information Technology Department and games will be removed that are already installed.~~
- ~~4. The Information Technology Department will be notified whenever a new program is installed on a computer that is connected directly to the City Government Computer Network.~~
- ~~5. For security and network maintenance purposes, authorized individuals within the City of Grand Island may monitor equipment, systems and network traffic at any time.~~

- ~~6. The City of Grand Island reserves the right to audit networks and systems on a periodic basis to ensure compliance with this policy.~~

#### Security and Proprietary Information

- ~~1. The user interface for information contained on Internet/Intranet/Extranet-related systems should be classified as either confidential or not confidential. Examples of confidential information include but are not limited to: customer credit card information, employee information, customer receivable lists, vendor information and research data. Employees should take all necessary steps to prevent unauthorized access to confidential information.~~
- ~~2. Employees dealing with customer credit cards will not retain, email, or write down customer credit card information in any fashion.~~
- ~~3. Keep passwords secure and do not share accounts. Authorized users are responsible for the security of their passwords and accounts. System and user level passwords will be required to be changed every 90 days.~~
- ~~4. All PCs, laptops and workstations will be secured with a password-protected screensaver with the automatic activation feature set at 15 minutes or less. Employees should secure their workstations by logging off or locking (control-alt-delete for Windows users) when the host will be unattended. If for some reason a screen saver timeout interferes with system operation then special approval must be obtained from the IT department.~~
- ~~5. Postings by employees from a City of Grand Island email address to newsgroups, online forums, electronic bulletin boards or any other similar message posting systems should contain a disclaimer stating that the opinions expressed are strictly their own and not necessarily those of the City of Grand Island.~~
- ~~6. All devices used by the employee that are connected to the City of Grand Island Internet/Intranet/Extranet, whether owned by the employee or the City of Grand Island, shall be continually executing approved virus-scanning software with a current virus database.~~
- ~~7. Employees must use extreme caution when opening e-mail attachments, which may contain viruses, e-mail bombs, or Trojan horse code.~~

#### Unacceptable Use

- ~~1. The following activities are, in general, prohibited. Employees may be exempted from these restrictions during the course of their legitimate job responsibilities (e.g., systems administration staff may have a need to disable the network access of a device if that device is disrupting production services).~~
- ~~2. Under no circumstances is an employee of the City of Grand Island authorized to engage in any activity that is illegal under local, state, federal or international law while utilizing City of Grand Island-owned resources.~~
- ~~3. Certain features of the internet such as streaming media, radio or music stations can clog the City's network and e-mail system and should be used only for work-related purposes. Internet usage should not interfere with an employee's or co-worker's work in either time or network bandwidth.~~
- ~~4. The lists below are by no means exhaustive, but attempt to provide a framework for activities which fall into the category of unacceptable use.~~

#### System and Network Activities

~~The following activities are strictly prohibited, with no exceptions:~~

- ~~1. Violations of the rights of any person or company protected by copyright, trade secret, patent or other intellectual property, or similar laws or regulations, including, but not limited to, the installation or distribution of "pirated" or other software products that are not appropriately licensed for use by the City of Grand Island.~~
- ~~2. Exporting software, technical information, encryption software or technology, in violation of international or regional export control laws, is illegal. The appropriate management should be consulted prior to export of any material that is in question.~~
- ~~3. Introduction of malicious programs into the network or server (e.g., viruses, worms, Trojan horses, e-mail bombs, etc.).~~
- ~~4. Revealing your account password to others or allowing use of your account by others. This includes family and other household members when work is being done at home.~~
- ~~5. Using a City of Grand Island computing asset to actively engage in procuring or transmitting material that is in violation of sexual harassment or hostile workplace laws in the user's local jurisdiction.~~

- ~~6. Making fraudulent offers of products, items, or services originating from any City of Grand Island account.~~
- ~~7. Effecting security breaches or disruptions of network communication. Security breaches include, but are not limited to, accessing data of which the employee is not an intended recipient or logging into a server or account that the employee is not expressly authorized to access, unless these duties are within the scope of regular duties. For purposes of this section, "disruption" includes, but is not limited to, network sniffing, pinged floods, packet spoofing, denial of service, and forged routing information for malicious purposes.~~
- ~~8. Port scanning or security scanning is expressly prohibited unless prior notification to IT is made.~~
- ~~9. Executing any form of network monitoring which will intercept data not intended for the employee's device, unless this activity is a part of the employee's normal job/duty.~~
- ~~10. Circumventing user authentication or security of any device, network or account.~~
- ~~11. Providing information about, or lists of, City of Grand Island employees to parties outside the City of Grand Island.~~

#### ~~Email and Communications Activities~~

- ~~1. Sending unsolicited email messages, including the sending of "junk mail" or other advertising material to individuals who did not specifically request such material (email spam). Creating or forwarding "chain letters", "jokes", "Ponzi" or other nonrelated work items of any type.~~
- ~~2. Any form of harassment via email, telephone or paging, whether through language, frequency, or size of messages.~~
- ~~3. Unauthorized use, or forging, of email header information.~~
- ~~4. Solicitation of email for any other email address, other than that of the poster's account, with the intent to harass or to collect replies.~~
- ~~5. Use of unsolicited email originating from within the City of Grand Island's networks of other Internet/Intranet/Extranet service providers on behalf of, or to advertise, any service hosted by the City of Grand Island or connected via the City of Grand Island's network.~~

- ~~6. Posting the same or similar non-business-related messages to large numbers of Usenet newsgroups (newsgroup spam), online forums, electronic bulletin boards or any other similar message posting system.~~

#### Enforcement

- ~~1. Any employee found to have violated this policy may be subject to disciplinary action, up to and including termination of employment.~~

#### Definitions

~~Spam: Unauthorized and/or unsolicited electronic mass mailings.~~

### **Sec. 3.07 TELEPHONE USAGE**

Personal long distance telephone calls on landlines are prohibited when charged to the City of Grand Island.

An allowance is made for telephone calls charged to their parties, such as:

1. Calling card
2. Charged to your home phone
3. Collect call

The telephone calls authorized by this allowance are still restricted by departmental ~~polices~~ policies. Personal directory assistance calls are allowed when charged to the employee's personal calling card.

Cellular phones ~~should~~ may be used in a manner that is not disruptive in the workplace.

### **Sec. 3.08 POLITICAL ACTIVITY**

City employees may not interfere or use the influence of their office for political reasons. They shall not participate in any political activity during normal working hours or when otherwise engaged in the performance of official duties. No employee shall engage in any political activity while wearing a uniform required by the City. An employee may not represent themselves as an employee of the City while being involved in an outside political activity.

Employees in certain departments will be additionally restricted due to funding of that department through state and federal funds. Employees are urged to contact their Department Director to determine the degree of political involvement allowed. Employees may not be dismissed or disciplined because they refuse to make a contribution to a political organization.

City employees may not be a candidate or be elected to the office of Mayor or City Council while employed.

### **Sec. 3.09 EMPLOYEE ORGANIZATIONS**

City employees have the right to choose whether they wish to belong to employee organizations. No employee may be reprimanded, threatened, or discriminated against because the employee elects to join or refrain from belonging to an employee organization.

### **Sec. 3.10 SAFETY AND RISK MANAGEMENT**

It is the goal of the City of Grand Island to provide a safe and healthful workplace for all employees. The ~~city's~~ City's policy is aimed at minimizing exposure to health or safety risks of employees and visitors at the City's facilities.

In order to accomplish this, each employee is expected to obey safety rules and to exercise caution in all work activities. Employees must immediately report any unsafe condition to their supervisor. Employees that violate safety standards, who cause hazardous or dangerous situations, or who fail to report or, where appropriate, remedy such situations, may be subject to disciplinary action up to and including termination of employment.

In the case of accidents that result in injury, regardless of how insignificant the injury may appear, employees should immediately notify their supervisor. Such reports are necessary to comply with laws and initiate worker's compensation benefits.

The City has safety committees comprised of employees and management to help ensure a safe and healthful workplace. In addition to departmental safety committees, the City shall maintain a Risk Management Committee that is comprised of members that represent and act as liaisons between the different departments of the City. This committee is responsible for the coordination of all citywide safety activities, analysis of citywide accident trends, and recommending procedures that may improve safety in the departments.

### **Sec. 3.11 WORKER'S COMPENSATION**

The City of Grand Island will comply fully with the Worker's Compensation Program that has been established under State statute.

When accidents occur at work, they must be reported immediately to the supervisor and the appropriate paperwork filled out at that time and sent in to the office. A supervisor must have prior knowledge and approve a doctor's visit. A doctor's report may be required to substantiate the injury.

The City may provide light duty work when possible for a defined period of time for employees that are injured due to a work related situation.

Leave taken in conjunction with worker's compensation injuries will be counted as part of the employee's 12 week FMLA entitlement.

### **Sec. 3.12 RESIDENCY**

All Department Directors are required to reside within twelve (12) miles of the City limits. All Emergency Management employees are required to reside within a twenty-five (25) mile radius of the City of Grand Island. All Utilities Department employees are required to reside within the residency boundaries of the department. Residency for police and fire employees are established by contracts.

Employees that drive City vehicles home and senior management personnel need to check their department's Standard Operating Procedures in reference to residency requirements.

Employees subject to particular residency requirements will establish residency in compliance with that requirement within six (6) months after the calendar day of the start of employment in the City position subject to that residency requirement and will maintain such residency during the term of employment. For purposes of these Personnel Rules and Regulations, residency will mean the employee's domicile. [As amended October 9, 2012, Resolution 2012-304](#)

### **Sec. 3.13 EMPLOYMENT OF RELATIVES**

Public trust, safety, and City morale require that the City maintain a policy that ensures a sense of fairness to the general public as well as internal employees when it comes to the relationships of its employees. In order to promote the efficient operation of the City and to avoid the formation of cliques, claims of sexual harassment, or gender-based discrimination and the blurring of professional and personal responsibilities, the following policy describes the rules for workplace relationships.

Regular status employees who are members of the same family are eligible for City employment provided that they are not in the same supervisory chain of command. No relative shall work within the same shift or station of the City, nor shall any relative work within any supervisory capacity of another relative on a daily basis. They may, however, be employed in different divisions of the same department or in different departments. For purposes of defining this policy, family members shall include; spouse, children, stepchildren, parents, grandparents, siblings, and in-laws of the same relation.

In addition to family relationships, and for the same reasons mentioned above, employees involved in romantic and/or sexual relationships or dating must also observe the chain of command rules mentioned above.

Employees must notify the City if they are in violation of this policy. If the City cannot accommodate a transfer request and one of the employees affected does not voluntarily resign to correct the violation, the employee with the least amount of seniority with the City will be asked to resign or be terminated.

### **Sec. 3.14 OUTSIDE EMPLOYMENT**

Employees may hold other employment outside of City employment with prior approval from their Director as long as it does not interfere with the duties of the City job and does not conflict with the interests of the City.

### **Sec. 3.15 REIMBURSABLE BUSINESS TRAVEL EXPENSES**

The City will follow the provisions of Ordinance 7978, as updated; commonly known as the "Miscellaneous Expenditures Act" in determining reimbursable expenses, which is available on the City's Performance Pro website.  
~~. When there is any conflict between this provision and Ordinance 7978, as amended, Ordinance 7978 shall supersede these provisions.~~

~~Per Diem rates will be used for mileage and meals. Per Diem rates can be found at www.gsa.gov.~~

~~§27-62. Business Travel (Chapter 27 of the Procurement Code) the following procedures shall be used for business travel:~~

~~A. Transportation Method~~

- ~~i. When travel is by air, advance ticketing by purchase order will be utilized whenever possible to obtain the lowest available coach fare.~~
- ~~ii. All refunds, travel coupons, and other promotions in connection with business travel shall be returned to the City.~~
- ~~iii. When ground travel is required, City vehicles shall be used whenever possible.~~

~~B. Lodging~~

- ~~i. Reimbursement for non-commercial lodging is not permitted.~~
- ~~ii. When personnel are accompanied by non-City personnel, only the costs attributed to the City personnel are reimbursable.~~

~~C. Expenses~~

- ~~i. The following expenses are reimbursable upon affidavit of expenditure and receipts are not required: parking fees, taxi, and bus fares, and highway tolls.~~
- ~~ii. The following expenses are reimbursable upon submission of paid receipts:~~
  - ~~a. Registration, tuition, and fees for official functions related to the travel;~~
  - ~~b. supplies or equipment required for travel or training;~~

- ~~c. rental cars and;~~
- ~~d. traveler's checks fees.~~

~~D. The following expenses are not reimbursable~~

- ~~a. entertainment, including television rentals, VCR, or DVD;~~
- ~~b. personal expenses, e.g. hygiene items, magazines;~~
- ~~c. travel insurance and;~~
- ~~d. alcoholic beverages.~~

#### ~~E. Travel Advances~~

~~Travel advances are not authorized, except under special circumstances with written prior approval of the Finance Director. The use of credit cards and advance purchase order payment of lodging and transportation expenses are encouraged.~~

#### ~~F. Expense Claims~~

~~Personnel on authorized travel must submit expense claims to the Finance Department immediately upon return, but not later than four (4) work days after return to duty when at all possible. All receipts, unexpended City funds and funds due the City, shall be returned at that time. All expenses (including prepaid expenses) shall be summarized and accounted for.~~

~~Any employee desiring to attend a meeting, conference, seminar, or other official out-of-state event for duration of more than one day shall obtain the approval of their supervisor, Department Director, and City Administrator/Mayor.~~

### **Sec. 3.16 ALLOWABLE INTERVIEW AND RELOCATION EXPENSES**

After advance approval has been received by the Mayor, interview and relocation expenses shall be paid by the City of Grand Island for the recruitment of personnel.

Interview expenses, including meals, overnight accommodations, and transportation shall be provided.

Reasonable relocation expenses may be provided to new personnel for moving. Relocation expenses shall be based on actual expenses documented by itemized expense claims. Expenses related to the spouse for relocation may be permitted. Under certain circumstances, approved by the Mayor, the City of Grand Island may pay for moving expenses up to the actual amount paid.

The new employee, by this policy, is provided some discretion in the use of the relocation allocation.

### **Sec. 3.17 FAMILY and MEDICAL LEAVE ACT**

This policy establishes the rights and obligations of the City of Grand Island and its employees with respect to leave necessary for medical care of employees and their families pursuant to the Family and Medical Leave Act more commonly referred to as FMLA.

An employee must be employed by the City for at least twelve (12) months ~~(the twelve (12) months need not be consecutive)~~ to be eligible to receive leave under this policy. Additionally, the employee must have worked at least 1,250 hours in the year preceding the date the employee seeks to start the leave.

Eligible employees are entitled to take up to twelve (12) weeks of unpaid leave during a twelve (12)-month period for the following purposes:

- Childbirth, adoption or placement of a foster child within the first twelve (12) months after birth or placement
- To care for a child, spouse, or parent with a serious health condition
- One's own serious health condition that make the employee unable to perform the functions of his/her position
- If the employee experiences a qualifying exigency that arises out of the fact that a spouse, parent, or child has been called to or is on active duty as a member of the National Guard or military reserves.

A serious health condition means an illness, injury, impairment, or physical or mental condition that involves inpatient care in a hospital, hospice, or residential medical care facility; or continuing treatment by a health care provider. The City will observe a rolling twelve (12)-month period for purposes of tracking leave.

NOTICE OF LEAVE: When requesting leave, the employee must:

- Supply sufficient information for the City to be aware that the FMLA may apply to the leave request, as well as information regarding the anticipated timing and duration of leave;
- Provide the notice of the need for leave at least thirty (30) days in advance or as soon as practicable;
- Cooperate with all requests for information regarding whether absences are FMLA-qualifying. Failure to comply may result in leave being delayed or denied.

MEDICAL AND OTHER CERTIFICATIONS: Employees requesting family leave related to the serious health condition of themselves or a child, spouse, parent, or military caregiver leave will be required to submit a health care provider's statement verifying the need for such leave, the beginning and ending dates, and the estimated time required. Failure to provide required certifications may result in the denial of the leave or request for leave on an intermittent basis.

The City, at its expense, may require a medical examination by a health care provider of its own choosing if it has a reasonable question regarding the medical

certification provided by the employee. In lieu of a second opinion, the City may contact the health care provider directly to clarify or authenticate a medical certification, including certifications for military caregiver leave. Second opinions may not be required for military caregiver leave.

Separate certification may also be required regarding the nature of the family member's military service and/or the existence of a qualifying exigency.

When both spouses are employed by the City, they are jointly entitled to a combined total of [twelve \(12\)](#) weeks of leave if the leave is for the birth, adoption, or placement of a foster child or to care for a parent with a serious health condition. Each spouse is entitled to [twelve \(12\)](#) weeks of leave if the leave is due to his/her own serious health condition or to care for a son, daughter, or spouse with a serious health condition.

MILITARY CAREGIVER LEAVE: An employee who is the spouse, parent, child, or next of kin of a current member of the armed forces who was injured while on active duty may be eligible for up to [twenty-six \(26\)](#) weeks of FMLA leave in a [twelve \(12\)](#)-month period.

When both spouses are employed by the City, they are jointly entitled to a combined total of [twenty-six \(26\)](#) weeks of leave in a [twelve \(12\)](#)-month period, including the types of aforementioned leave listed.

CONCURRENT LEAVE: An eligible employee that is taking FMLA leave is required to use all accrued medical leave before going on unpaid status. The employee may choose, but is not required, to use accrued vacation and [personal annual](#) leave prior to taking leave on unpaid status. Leave taken in conjunction with worker's compensation injuries will be counted as part of the employee's [twelve \(12\)](#) week FMLA entitlement.

INTERMITTENT LEAVE: When medically necessary, employees may take FMLA intermittently or on a reduced schedule basis for their own serious health condition, the serious health condition of a family member, or for military caregiver leave. Employees are required to cooperate with the City to arrange reduced work schedules or intermittent leave so as to minimize disruption of business operations.

Qualifying exigency leave may be taken intermittently without regard to medical necessity or disruption of business operations.

Leave because of the birth or adoption of a child may not be taken intermittently and must be completed within the [twelve \(12\)](#)-month period beginning on the date of birth or placement of the child.

**BENEFITS WHILE ON LEAVE:** During any period of leave under this policy, an employee's group health insurance coverage will be maintained at the same level and under the same conditions as before the leave began. Employees who normally made a contribution toward their health insurance coverage must continue to do so. If the employee has leave banks accrued and is using them, the employee's contribution will be collected in the same manner as if the employee were reporting to work. However, if the employee's leave banks have been exhausted, the employee must arrange with the Finance Department prior to the start of their leave, for the payment of the employee's share of the premiums and other voluntary deductions to be made during their absence. Once an employee has exhausted all leave banks, they will not accrue any other benefits. This includes vacation time, medical leave time, holidays and [personal daysannual leave](#).

**RETURN TO DUTY:** An employee who has taken leave for his/her own serious health condition will be required to present certification of fitness for duty from a health care provider prior to returning to work. Failure to provide certification may cause denial of reinstatement.

Upon return to duty, an employee is entitled to restoration of the former position or an equivalent position with equivalent pay and benefits.

### **Sec. 3.18 CITY HALL CLOSURE**

When the decision to close City Hall has been determined during regular business hours (8:00 a.m. – 5:00 p.m.) a citywide notice will be sent notifying employees of the closure as well as an announcement made over the City Hall intercom.

During regular business hours as well as after hours (5:00 p.m. – 8:00 a.m.) employees have the opportunity to call 385-5444 Ext. 511 and a message of the closure will be recorded by the City Administrator. This message only applies for the date stated within the message.

- The written and verbal announcement for closure during regular business hours will be as follows (and sent to Department Directors prior to the closure release to give the Director an opportunity to notify emergency and essential personnel within their department):

*Due to the (condition of closure) City Hall will be closing today at (time) and will reopen tomorrow for regular business hours. Personnel that are not essential during (condition of closure), as determined by your Department Director, will make arrangements to leave City Hall at the determined closing time. Employees are encouraged to consider their own safety when deciding whether to travel to and from work. A message will be left at 385-5444 Ext 511 if the closure of City Hall is determined for tomorrow.*

- The verbal announcement of City Hall closure after hours for the prior business day will be recorded as follows:

*Due to the (conditions of closure) today (state date) City Hall will be closed and will reopen tomorrow (state date) for regular business hours. All personnel determined essential by the Department Directors will report to work.*

The Department Director will determine who is essential and who is not and will confirm this decision within the employee's job description or verbally during the event.

The employees' pay will be handled in the following manner:

- If City Hall is closed on the employee's regularly scheduled work day, the employee is paid regular pay for ~~the~~ his/her scheduled hours for that day.
- If City Hall is open for any part of the day and the employee chooses not to come in, the employee will use vacation or personal time.
- If the employee had already scheduled the day off, they will use the leave hours they already requested. (i.e. vacation, funeral, etc.)

### **Sec. 3.19 POSITION CLASSIFICATION**

The Human Resources Department will be responsible for the maintenance of a classification plan based on an analysis of duties of each position in the City. Written specifications, also known as job descriptions, will be approved by the City Administrator. Each description will define the class, summarize the duties to be performed, and establish the minimum standards of experience and qualifications required for appointment. Duties described in the job description may not be all-inclusive and do not restrict the assignment of other duties.

Each Department Director is responsible for the assignment of duties, location of work, tools and equipment furnished, work schedule, and working conditions. Directors may request a classification review of any position in his/her department at any time.

With the approval of the Department Director an employee may request a classification review of his/her own position at any time, provided the position has not been reviewed within the last six (6) months. Such requests will be submitted to the Human Resources Director in writing through the Department Director.

### Sec. 3.20 EMPLOYMENT CATEGORIES

Each employee is employed in a classification that is considered either “exempt” or “non-exempt”. Non-exempt employees are entitled to overtime pay under the Fair Labor Standards Act for hours worked over forty (40) in the same workweek. Exempt employees are not entitled to such overtime pay. In addition to these distinctions, each employee will also fall into one of the following employment categories:

TEMPORARY/~~SEASONAL~~ employees are those who are hired ~~as-interims in-  
terim~~ replacements ~~or seasonal help~~ to temporarily supplement the work force, or to assist in the completion of a specific project. Employment assignments in this category are of a limited duration. Employment beyond any initially stated period does not in any way imply a change in employment status. While temporary employees receive all legally mandated benefits, such as worker’s compensation and social security, they are not eligible for any other benefit programs offered by the City of Grand Island.

SEASONAL employees are those who are hired to temporarily supplement the work force for a specific season, e.g. aquatics, summer parks programs, mowing, etc. Employment assignments in this category are of a limited duration. Employment beyond any initially stated period does not in any way imply a change in employment status. While seasonal employees receive all legally mandated benefits, such as worker’s compensation and social security, they are not eligible for any other benefit programs offered by the City of Grand Island.

REGULAR PART-TIME employees are those that work less than forty (40) hours per week and are not seasonal, ~~temporary~~ or in their introductory period. Employees that work thirty (30) hours per week or more are eligible for single coverage health insurance benefits. Employees that work less than thirty (30) hours per week will not be eligible to take part in the City’s health plan. Benefits for regular part-time employees, who work at least thirty (30) hours per week, are prorated based on their average hours of work during the year.

REGULAR FULL-TIME employees are those who are not in a temporary, introductory, or part-time status and who are regularly scheduled to work a full-time schedule with the City. These employees are eligible for the City’s benefits program.

### Sec. 3.21 INTRODUCTORY PERIOD

All employees, other than temporary, ~~or~~ seasonal, shall normally serve an introductory period as determined by the department that shall not be less than six (6) months. The introductory period is an essential part of the employment selection process. It gives the City and the employee the opportunity to make sure the job is a good fit. An employee’s performance that does not meet required standards

may be terminated without recourse within the introductory period. When it is determined that the services of the employee have not been acceptable, the Department Director shall notify the employee in writing of the date that the termination will be in effect. A performance report, together with a copy of the termination shall be forwarded to the Human Resources Department and City Administrator for approval.

A newly hired employee will accrue vacation during the introductory period, but it will not be considered "earned" until the introductory period is successfully completed. An employee that leaves the City's employ during the introductory period will not be compensated for the accrued vacation.

A performance evaluation and change of status form that requests the employee be removed from the introductory status will signify successful completion of the introductory period. The Department Director may extend the introductory period upon written notification to the employee and the Human Resources Director.

While serving the introductory period, an employee may be appointed or promoted to a position in a different class. When this occurs, the employee will begin a new introductory period for the position to which he/she has been appointed or promoted ~~to~~. The same is true for employees that request reassignment into a different position.

An employee may also serve additional introductory periods in the case of a promotion. When promoted, an employee will serve an introductory period that resembles that required for the original appointment.

### **Sec. 3.22 REGULAR STATUS**

Once an employee successfully completes his/her introductory period, the employee is then appointed to regular status.

Upon appointment to regular status, an employee will receive the following vacation time:

1. Upon completion of the six (6) month introductory period – five (5) days
2. Upon completion of a one (1) year period – an additional five (5) days

Regular status employees will then begin accruing vacation leave and be eligible to use accrued vacation at the rate established by these rules.

### **Sec. 3.23 HOURS OF WORK**

The forty (40)-hour workweek shall be the standard workweek unless otherwise provided. All employees may be required to work over forty (40) hours per week.

Employees in non-exempt classifications shall be compensated at a rate of time and one half of their regular rate of pay for all hours worked over forty (40) in the work week. Exempt employees are not eligible for overtime for hours worked in excess of forty (40) during the workweek. For purposes of calculating overtime, hours worked shall include actual hours worked. Any payment for time not actually worked (leave time) shall not count towards the calculation of overtime. Overtime shall not be paid more than once for the same hours worked.

Department Directors may establish work periods and hours of work, which differ from the standard to meet special department needs or workloads with the approval of the City Administrator.

COMPENSATORY TIME: Compensatory time may be taken in lieu of time and half pay for overtime worked if approved by the Department Director. Each hour of overtime worked will be credited at one and one-half (1-1/2) hours of time that can be taken off at a later date. The use of Compensatory time must be permitted by the Department policies and meet the Department's needs. These hours ~~need to~~ must be recorded in the payroll system at the time of accrual and use.

When allowed by the Department Director, an employee may accrue no more than sixty (60) hours of compensatory time in a calendar year. Any exceptions to this provision must have the written authorization of the Human Resources Director.

LUNCH PERIODS: Lunch periods may be established in one (1)-hour or one half-(1/2) hour increments. In the event that the employee is required to work through the lunch period or have lunch at their desk, the time will be added to the hours worked for the day.

REST PERIODS: Rest periods, more commonly referred to as "breaks" may be taken in fifteen (15) minute increments during each ~~one~~-half workday when possible. No more than one (1) break per half workday is permitted. Employees are encouraged to take breaks when the work load allows, but may not save up break time to use in larger increments than fifteen (15) minutes or to leave work early. Break time is to be used in the spirit in which is intended, ~~for~~ and abuse of rest periods may be cause for disciplinary action.

~~PAY SCHEDULE~~ SALARY TABLES: The City Human Resources Department in conjunction with the Finance Department will maintain ~~pay schedules~~ salary tables for approved classifications as prescribed by City Ordinance. The City may revise the ~~pay schedules~~ salary tables when changes in classes, availability of labor supply, prevailing rates of pay/comparability, or economic conditions so dictate. The new ~~pay schedule~~ salary tables will become effective upon the effective date of the ordinance that has been approved by the Mayor and City Council.

All new employees will normally be hired at Step 1 of the pay grade of their position. However, due to extenuating circumstances, an employee may be hired at a higher step with the written approval of the City Administrator. Employees will remain in each step for at least one (1) year with their performance to be evaluated on the anniversary of the change of status.

Prior to advancing in a step or grade, employees will be evaluated on their performance at least annually. An employee must receive satisfactory performance ratings in order to receive an increase in pay, other than a salary table adjustment. Such adjustments in pay shall be effective on the first day of a pay period falling on or immediately after the employee is eligible for the pay increase.

An employee receiving the highest possible rating in all categories may be considered for more than a one-step increase when recommended by the Department Director and approved by the Human Resources Director and City Administrator.

**PROMOTIONS:** An employee who is promoted will be placed in the lowest step of his/her new pay grade that will permit an increase of at least three (3) percent% of their step on the previous pay grade. After successfully completing the six-(6) month introductory period in his/her new position, he/she may be reviewed by their Department Director for a step increase at this time.

**DEMOTIONS:** The pay of any employee who is demoted will be on the same step of the pay grade for the job classification to which the employee is being demoted. The City Administrator may at his/her discretion place the demoted employee on a step of the new pay grade that will ensure that the pay of the demoted employee has been reduced.

**PAY PERIODS:** All employees will be paid biweekly. The pay period may be larger or smaller than two (2) weeks. The Finance Director may, at his/her own discretion, because of unforeseen incidents, change the day on which paychecks will be issued. If a holiday falls in the payroll processing week, the direct deposits may be delayed by one day. Direct deposit is required for all City employees.

**SAFE HARBOR:** The City uses a payroll cycle that runs bi-weekly ~~(every two (2) weeks)-.1.~~ Any employee that identifies a mistake in his/her paycheck should contact his/her supervisor and/or the Payroll Specialist so that it may be corrected. The City makes every effort to correctly process its payroll and prohibits improper deductions. Any such errors will be corrected as they are identified.

**CALL BACK PAY:** An employee that is called into work from his/her home will be eligible to receive compensation at the rate of time-and-one-half (1 ½) for the actual hours they are engaging in work.



## CHAPTER FOUR LEAVE POLICIES

Employees qualify for the following leave banks only if they are regular status employees that work an average of thirty (30) hours per week. Employees that work on an average of less than forty (40) but more than thirty (30) shall receive the following leave on a prorated basis.

### Sec. 4.01 LEAVE

The following types of leave are established and shall apply to all employees covered by these rules and regulations:

- |                   |                                  |
|-------------------|----------------------------------|
| 1. Paid Holidays  | 7. Administrative Leave          |
| 2. Vacation Leave | 8. Leave of Absence              |
| 3. Medical Leave  | 9. Bereavement Leave             |
| 4. Accident Leave | 10. Family Medical Leave         |
| 5. Military Leave | 11. <u>Personal Annual</u> Leave |
| 6. Court Leave    | 12. Compensatory Time            |
|                   | 13. Convenience Day              |

All departments shall maintain a record of each employee accounting for time worked. ~~All types of leave used must be documented on an Absence Report form as provided by the Human Resources Department. Requests for leave must be entered into MUNIS indicating the kind of leave, duration, and dates of departure and return. Requests must be approved prior to taking the leave. In the case of an unforeseeable medical or other emergency situation, the request shall be completed and submitted for approval immediately upon the employee's return to duty. Unless a request approved by the supervisor substantiates an absence, an employee shall not be paid for any absence from scheduled work hours. Each department is responsible for keeping track of vacation and medical leave for the employees within the department. The records should reflect hours earned, used, and unused.~~

Once an employee has exhausted all leave banks, they will not accrue any other benefits. This includes vacation time, medical leave time, holidays and personal annual days.

### Sec. 4.02 PAID HOLIDAYS

The City recognizes the following holidays as paid holidays and the dates that they will be observed on:

- |                             |                         |
|-----------------------------|-------------------------|
| New Year's Day              | January 1               |
| Martin Luther King, Jr. Day | Third Monday in January |
| Memorial Day                | Last Monday in May      |

Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving Day	<u>Fourth Friday in November</u>
Christmas Day	December 25

When a holiday falls on a Saturday, it will be observed on the preceding Friday. When a holiday falls on a Sunday, it will be observed on the following Monday. The Mayor may designate such special holidays as circumstances merit.

Non-exempt regular full-time and part-time employees who are required to work on a holiday will be granted overtime pay for the time period worked. Regular part-time employees, who work an average of at least thirty (30) hours per week, will be eligible for paid holidays on a prorated basis.

Temporary ~~S~~ and s seasonal employees are not eligible for paid holidays, and if required to work on a holiday will be paid for the time worked at their normal rate of pay.

If a holiday occurs while an employee is on Worker's Compensation or other disability compensation, no credit for the holiday will be allowed. In order to receive pay for an observed holiday, an employee must not have been absent without pay on the workday immediately preceding ~~or and~~ immediately following the holiday unless excused by his/her supervisor.

Employees in classifications that do not provide for overtime pay (exempt) shall receive annually ~~a paid holiday to be known as~~ a Convenience Day to be used as one (1) full day of leave. The employee's supervisor must approve the date selected.

~~As amended October 15, 2014, Resolution 2014-318~~

#### **Sec. 4.03 VACATION LEAVE**

Vacation leave must be used in not less than one-half (1/2) hour increments.

All regular status full-time employees are eligible to take vacation leave as it is earned and will accrue vacation leave in bi-weekly increments in the following manner:

~~Years 1 through 4~~ 10 working days

1. Upon successfully completing the six (6) month introductory period, an employee will have available forty (40) hours of vacation time. The employee will accrue an additional forty (40) hours in the second six (6) months of continuous service following the introductory period.

2. Years 2 through 4 Eighty (80) hours

<u>3. Years 5 through 6 hours (120)</u>	<del>15 working days</del> <u>One hundred twenty</u>
<u>4. Years 7 through 8 eight hours (128)</u>	<del>16 working days</del> <u>One hundred twenty-</u>
<u>5. Years 9 through 10 hours (136)</u>	<del>17 working days</del> <u>One hundred thirty-six</u>
<u>6. Years 11 through 12 hours (144)</u>	<del>18 working days</del> <u>One hundred forty-four</u>
<u>7. Year 13 hours (152)</u>	<del>19 working days</del> <u>One hundred fifty-two</u>
<u>8. Years 14 through 19 hours (160)</u>	<del>20 working days</del> <u>One hundred sixty</u>
<u>9. Years 20 through 24 hours (180)</u>	<del>21 working days</del> <u>One hundred eighty</u>
<u>10. Year 25 and beyond (200)</u>	<del>22 working days</del> <u>Two hundred hours</u>

Regular part-time status employees who work at least thirty (30) hours per week, will accrue vacation at a prorated amount based on the average hours worked. Employees who are promoted to full time from another status will accrue vacation based upon the full time status date.

As amended October 15, 2014, Resolution 2014-318

Temporary and seasonal employees are not eligible for paid vacations.

Directors will make every effort to grant requested vacation time; however, it must be approved in advance and will be granted on the basis of work requirements of the department. Seniority will be considered when scheduling vacations within the department.

Each employee will take a period of vacation that allows him or her to be away from the workplace for a minimum of five (5) consecutive work days which may include the use of personal-annual leave. Holidays, which occur during an employee's vacation, do not count as vacation time.

#### CARRY-OVER

Employees will be allowed to carry-over the maximum amount of vacation that they earn in one year, plus eighty (80) hours. Current vacation time and carry-over time may be used during a single calendar year when authorized.

An employee who fails to use his/her vacation time through the employee's own decision loses all but the maximum carry-over amounts as mentioned above. The Human Resources Director and City Administrator may waive the provisions of this section in extreme circumstances for the good of the City.

#### TRANSFERS

When an employee transfers from one department to another in the City Personnel System, his/her vacation accrual will be transferred to the new department. Transfers made for the convenience of the employee will result in loss of preference in the scheduling of vacation time.

#### PAYMENT FOR VACATION TIME NOT TAKEN

Upon ~~termination~~separation, regular status employees will be paid in cash for all unused accrued vacation. In the event of the death of a regular status employee, payment will be made to the employee's beneficiary or estate for all unused accrued vacation time.

#### ADVANCE VACATION

The City Administrator may advance vacation leave to a regular status employee in an amount not to exceed that which the employee would earn during the calendar year. Employees who have been advanced vacation leave will reimburse the City for all used unearned vacation leave upon terminationseparation.

### Sec. 4.04 MEDICAL LEAVE

Medical leave will be charged in one-half (1/2) hour increments.

Medical leave is defined as a period in which an employee is incapacitated for performance of his/her duties by sickness or injury. It may be a period when an employee is away from work because of medical, surgical, dental, or optical appointments, or treatment. An employee would qualify for medical leave in the event that his/her exposure to a contagious disease would jeopardize the health of others by being present at the workplace.

Another situation where an employee would qualify for medical leave is to care for an immediate family member that is ill or injured. For purposes of medical leave, "immediate family member" shall mean a child, spouse, parent, and parents-in-law. "Child" shall include a biological, adopted or foster child, a stepchild, a legal ward, or a child of a person standing "in loco parentis".

Medical leave may also be used to cover disabilities related to pregnancy.

#### ACCRUAL OF MEDICAL LEAVE

Medical leave will be accrued at a rate of eight (8) hours per month for full-time regular status employees. Part-time regular status employees, who work at least (thirty) 30 hours per week, will accrue medical leave based on their average hours of work. The maximum amount of medical leave ~~hours~~ that may be accrued is one-thousand one-hundred and six (1,0841,106) hours.

#### RESTRICTIONS ON MEDICAL LEAVE USE

Department Directors may grant medical leave with pay in accordance with the following provisions:

- Medical leave may not be granted in advance of accrual.
- Medical leave may not be used as vacation leave.
- Introductory period employees will be entitled to medical leave at the same rate as regular status employees.
- Leave without pay may be granted for sickness and disability extending beyond earned balances in accordance with FMLA leave, if applicable.
- After six (6) continuous months of service, vacation leave balances may be used for medical leave when medical leave balances have been exhausted.
- The amount of medical leave granted for necessary care of a sick member of an employee's immediate family may not exceed ~~five consecutive workdays~~ eighty (80) hours per year unless the Department Director grants more time because of unusual circumstances. In instances where extended care is needed (beyond eighty [80] hours per year), the qualifying family member must meet the definition of a serious health condition as defined by the Family Medical Leave Act.
- The amount of medical leave charged against an employee's accrual will be computed on the basis of the exact number of days or hours an employee is scheduled to work, not to exceed eight (8) hours when leave is utilized.
- Holidays or other regular days off will not be counted in charging medical leave.
- Extended or planned medical leave needs to be requested in advance whenever possible, e.g., surgery, maternity leave, etc.
- Employees are encouraged to use personal-annual leave for non-emergency dental, optical, medical appointments, and examinations. Medical leave may be denied for the same by the Department Director if personal-annual leave balances are available for the employee's use.
- When an employee transfers within the City Personnel System, the employee's medical leave accrual will be transferred to the new assignment with the employee.
- Employees who are laid off and reinstated will have restored that portion of their unused medical leave accrual.
- The applicability of the Family and Medical Leave Act Policy must be determined at the time medical leave is requested.

- When an employee is unable to perform his/her duties due to an injury or sickness arising from the course of employment, any available leave may be used for the period of time that no compensation is allowed pursuant to Section 48-119 of the Nebraska Revised Statutes, commonly known as Nebraska Worker's Compensation Law. If no leave is available, accident leave may be used for the period of time that no compensation is allowed under said law.
- All medical leave accrual will expire on the date of separation and no employee will be reimbursed for outstanding medical leave at the time of termination separation except as provided in these rules and regulations.

#### COMPENSATION FOR UNUSED MEDICAL LEAVE

~~The City will include in the last paycheck in September 2010, payment for an employee's unused medical leave in excess of 960 hours accrued from January 2010 through September 2010. Employees will be compensated at the rate of fifty percent (50%) of their hourly rate of pay for each hour in excess of 960, based on the employee's current rate of pay at the time of compensation. Such compensation for unused medical leave in excess of 960 hours shall not continue after September 2010. (As amended Res. 2010-237)~~

All non-union employees will have a contribution made into a VEBA (Voluntary Employee Benefits Association) Trust in the employee's name for fifty percent (50%) of their accumulated medical leave at the time of their retirement, not to exceed five hundred forty-two/fifty-three hours (calculated at 50% x 1,0841,106 = 542553). The amount of contribution will be based upon the employee's salary at the time of retirement. (As amended Res. 2010-237)

Department Directors will have a contribution made into a VEBA Trust in the employee's name for one-half (1/2) of their accumulated medical leave, not to exceed thirty (30) days of pay, upon his/her resignation. The contribution will be based on the employee's salary at the time of terminationseparation. Compensation at retirement for unused medical leave will be the same as provided for all other employees above.

In the event of the death of an employee, payment will be made to the employee's beneficiary or estate.

#### REPORTING OF ABSENCE ON MEDICAL LEAVE

In the event that an employee is absent from work, for reasons that entitle the employee to use medical leave, the employee is responsible for notifying his/her supervisor at least thirty (30) minutes prior to duty time. If the employee fails to notify his/her supervisor or the person designated to receive such calls, no medical leave will be approved, except in unusual circumstances to be determined by the Department Director.

Immediately upon return to work, the employee must complete a leave request.~~needs to submit an Absence Report form as provided in these rules.~~

#### INVESTIGATION OF USE OF MEDICAL LEAVE

Department Directors may investigate the alleged illness of an employee absent on medical leave. False or fraudulent use of medical leave may be cause for disciplinary action and may result in termination.

#### MEDICAL STATEMENT

An employee who is absent on medical leave for more than three (3) consecutive days because of an illness of his/her own, or that of an immediate family member, will be required to furnish a statement signed by the attending physician or other proof of illness satisfactory to the Department Director before returning to work.

#### **Sec. 4.05 BEREAVEMENT LEAVE**

Bereavement leave shall be granted to eligible employees for up to two (2) days per calendar year for non-immediate family members. Non-immediate family member shall mean aunts, uncles, nieces and nephews. Any portion of a work day used for bereavement leave shall be considered a full day of bereavement leave. An employee shall be eligible to use up to three (3) days of paid bereavement leave for the death of an immediate family member which includes parents, spouses, children, siblings, grandparents, grandchildren, and in-laws of the same relation, regardless of when it occurs. In addition to the use of bereavement leave as set forth hereafter, medical leave may be granted at the discretion of the Department Director and City Administrator for the death of a member of an employee's immediate family because of unusual circumstances. To attend the funeral of someone other than immediate and non-immediate family, an employee shall take vacation or personal annual leave.

#### **Sec. 4.06 COURT LEAVE**

An employee who is required to serve as a witness or juror in a federal, state, county, police, municipal court, or as a litigant in a case resulting directly from the employee's work with the City, will be granted court leave with full pay to serve in that capacity.

An employee who is called to testify in other litigation that does not involve the employee's employment with the City, will not be granted court leave but may use vacation leave, compensatory time, or leave without pay.

An employee who is called as a witness or for jury duty will provide his/her supervisor with the original summons or subpoena from the court and at the conclusion of duty, a signed statement from the clerk of the court, or other evidence showing actual time in attendance in court.

Fees received for jury service in a federal, state, or county court will be deposited with the Finance Director upon the employee's receipt. This does not apply to funds received by employees who would not have been on duty with the City.

#### **Sec. 4.07 ADMINISTRATIVE LEAVE**

Department Directors may grant administrative leave with pay for the following purposes:

- To participate in examinations, funerals, and activities directly related to his/her work.
- To investigate a disciplinary issue.
- To compete for positions in the City Personnel System.
- To present grievances or appeals to a government official.

Department Directors may not grant administrative leave in excess of fifteen (15) days. The Mayor must approve requests for leave in excess of fifteen (15) days.

#### **Sec. 4.08 MILITARY LEAVE**

The City will follow provisions relating to military leave as provided by Nebraska Statutes. Additional Active Duty Leave will be granted for members of the military when they have been called to active duty and the period as defined under State statute has expired. The eligible employee will receive pay for two (2) additional pay periods, minus any hours that he/she is available to work during that period. The employee's health insurance benefits may remain in place at the same premium level for three (3) additional calendar months at their request.

An employee will only be eligible to receive the additional Active Duty Leave one (1) time during the course of a military action.

#### **Sec. 4.09 ACCIDENT LEAVE**

Accident leave is provided by the City to allow a period of recovery from on-the-job accidents. Full pay and benefits will be provided for 150 consecutive calendar days, subject to the waiting provisions in Section 48-119 of the Nebraska Workers Compensation Law. Pursuant to that provision, no compensation will be allowed for the first seven (7) calendar days after a disability begins unless that disability continues for six (6) weeks or longer. When the disability lasts less than six (6) weeks, employees may use any additional leave for the initial seven (7) days and will be granted accident leave if no other leave is available.

Employees governed by the Civil Service Act of the State of Nebraska will be provided accident leave according to state statute.

Workers Compensation Benefits that replace lost salary are to be retained by the employee and the City will supplement these benefits up to the full gross salary during the period of time that the employee continues to receive salary benefits under these rules.

Should the employee receiving accident leave pay, collect from any other party for wages, he/she must reimburse the City for wages paid as accident leave to the extent wages are collected from any other party.

#### **Sec. 4.10 LEAVE OF ABSENCE**

Department Directors may grant an employee a leave of absence without pay for a period not to exceed thirty (30) days if no leave banks are available. The Mayor must approve a request for a leave of absence without pay in excess of thirty (30) days.

#### **Sec. 4.11 ~~PERSONAL-ANNUAL~~ LEAVE**

~~Personal-Annual~~ leave must be used in not less than one (1)-hour increments. The City provides two (2) non-cumulative ~~personal-annual~~ leave days to all full-time regular status employees that will be granted at the beginning of the calendar year and must be used by December 15th. ~~Personal-Annual~~ leave days are provided to employees to use in lieu of medical days for routine medical visits and to allow employees to take care of other personal business.

~~As amended October 15, 2014, Resolution 2014-318~~

#### **Sec. 4.12 CONVENIENCE DAY**

One convenience day will be granted each calendar year to all exempt employees. This leave must be used in a full-day increment by December 15<sup>th</sup> and the date of leave approved by the employee's supervisor.

#### **Sec. 4.13 FAMILY MILITARY LEAVE**

##### **LEAVE ENTITLEMENT**

The City of Grand Island will grant a leave of absence to all eligible employees who are the spouse or parent of a person called to military service lasting 179 days or longer with the State or the United States pursuant to the orders of the Governor or the President of the United States. The City of Grand Island shall provide up to thirty (30) days of unpaid family military leave to an eligible employee during the time federal or state deployment orders are in effect.

##### **EMPLOYEE ELIGIBILITY**

An employee must have been employed by The City of Grand Island for at least twelve (12) months and have been employed for at least 1,250 hours of service during the twelve (12)-month period immediately preceding the commencement of the leave to be eligible for family military leave.

#### NOTICE TO COMPANY/CERTIFICATION OF ELIGIBILITY

An employee must give at least fourteen (14) days notice of the intended date upon which the family military leave will commence if leave will consist of five or more consecutive work days. Where able, the employee shall consult with his/her supervisor to schedule the leave so as not to unduly disrupt the operations of ~~The the~~ City of Grand Island. Employees taking family military leave for less than five (5) consecutive days shall give his/her supervisor advanced notice as is practicable. The City of Grand Island may require certification from the proper military authority to verify the employee's eligibility for the family military leave requested.

#### REINSTATEMENT RIGHTS

Any employee who exercises the right to family military leave, upon expiration of the leave, shall be entitled to be restored by ~~The the~~ City of Grand Island to the position held by the employee when the leave commenced or to a position with equivalent seniority status, employee benefits, pay, and other terms and conditions of employment. During any family military leave, an employee is required to use all accrued personal-annual and/or vacation leave before going on unpaid status.

#### BENEFITS WHILE ON LEAVE

During any period of leave under this policy, an employee's group health insurance coverage will be maintained at the same level and under the same conditions as before the leave began. Employees who normally made a contribution toward their health insurance coverage must continue to do so. If the employee has leave banks accrued and is using them, the employee's contribution will be collected in the same manner as if the employee were reporting to work. However, if the employee's leave banks have been exhausted, the employee must arrange with the Finance Department prior to the start of their leave, for the payment of the employee's share of the premiums and other voluntary deductions. Once an employee has exhausted all leave banks, they will not accrue any other benefits. This includes vacation time, medical leave time, holidays and personal annual days. Taking family military leave shall not result in the loss of any employee benefit accrued before the date on which the leave commenced.

## CHAPTER 5 BENEFITS

To be eligible for benefits with the City, employees must be classified as a regular status employee and regularly work [thirty \(30\)](#) hours per week.

### **Sec. 5.01 HEALTH/~~DENTAL~~ INSURANCE**

Health/~~dental~~ insurance benefits are ~~provided~~[offered](#) to regular status full-time employees. This insurance covers the employee and the employee's spouse and children, when eligible. Regular status part-time employees that maintain an average of at least [thirty \(30\)](#) hours of work per week are eligible for single coverage benefits only. The City maintains the right to require employees to pay a portion of the insurance premium cost.

Employees are eligible to participate in the program on the first of the month following ~~completion of 60 days~~ [two \(2\) full calendar months](#) of [full time](#) employment. A copy of the current health benefit plan will be given to all eligible new employees in the orientation process and is available to all personnel who request it through the Human Resources Department.

The City of Grand Island will comply with all Consolidated Omnibus Budget Reconciliation Act (COBRA) laws that apply to each employee as he/she leaves employment.

### **Sec. 5.02 DENTAL INSURANCE**

Dental insurance benefits are offered to regular status full-time employees. This insurance covers the employee and the employee's spouse and children, when eligible. Regular status part-time employees that maintain an average of at least thirty (30) hours of work per week are eligible for single coverage benefits only. The City maintains the right to require employees to pay a portion of the insurance premium cost.

Employees are eligible to participate in the program on the first of the month following two (2) full calendar months of full time employment. A copy of the current dental benefit plan will be given to all eligible new employees in the orientation process and is available to all personnel who request it through the Human Resources Department.

The City of Grand Island will comply with all Consolidated Omnibus Budget Reconciliation Act (COBRA) laws that apply to each employee as he/she leaves employment.

### **Sec. 5.03 VISION INSURANCE**

Vision insurance benefits are offered to regular status full-time employees. This insurance covers the employee and the employee's spouse and children, when eligible. Regular status part-time employees that maintain an average of at least thirty (30) hours of work per week are eligible for single coverage benefits only. The City maintains the right to require employees to pay the insurance premium cost.

Employees are eligible to participate in the program on the first of the month following two (2) full calendar months of full time employment. A copy of the current vision benefit plan will be given to all eligible new employees in the orientation process and is available to all personnel who request it through the Human Resources Department.

The City of Grand Island will comply with all Consolidated Omnibus Budget Reconciliation Act (COBRA) laws that apply to each employee as he/she leaves employment.

### **Sec. 5.02-04 LIFE/ACCIDENTAL DEATH INSURANCE**

All regular status employees who work on average at least thirty (30) hours per week will receive City-paid life/accidental death insurance coverage. This insurance covers the employee and the employee's spouse and children, when eligible. Employees are eligible to participate in the program on the first of the month following two (2) full calendar months of full time employment. Employees may obtain additional life and accidental death insurance at their own expense through the City.

A copy of the current life insurance benefit plan will be given to all eligible new hires during orientation and is available to all personnel who request it through the Human Resources Department.

### **Sec. 5.03-05 CAFETERIA PLAN**

The City provides employees with the opportunity to set money aside from their paychecks into a cafeteria plan. This plan allows an employee to set money aside for expected medical, and-daycare expenses, and non-employer sponsored premiums on a pre-tax basis. For more details, contact the Human Resources Department.

### **Sec. 5.04-06 PENSION PLAN RETIREMENT SAVINGS PLAN**

The City provides a pension-retirement savings plan that full time employees are eligible for immediately. Participation is mandatory upon the first day of employment. Employees defer 6 seven and one-half (7.5%) percent (pre-tax) of their pay

into the pension-retirement savings plan. The City matches the ~~6~~ seven and one-half (7.5%) percent contributed by the employee. Employees direct 100% of ~~Em-  
ployee-employee~~ and ~~Employer-employer~~ contributions. The vesting schedule is as follows:

- 1 year = 60%
- 2 years = 70%
- 3 years = 80%
- 4 years = 90%
- 5 years = 100%

#### AMENDMENTS

The City reserves the right to change the retirement savings plan in accordance with mandatory existing and future statutes or federal legislation or regulations.

#### **Sec. 5.~~05~~07 LONG TERM DISABILITY**

The City provides its employees with long term disability coverage. Employees are eligible for coverage the first of the month following ~~60-days~~two (2) full calendar months of continuous full time employment.

#### **Sec. 5.~~06~~08 TUITION REIMBURSEMENT**

Tuition reimbursement ~~will~~may be available after six (6) months of employment subject to the following qualifications, for the purpose of enhancing the knowledge and skills of employees to better perform their current duties:

Qualification Process – the determination of whether a request qualifies for the tuition reimbursement program shall be made by the Department Director and City Administrator based on the following considerations:

- There is budget authority.
- The course is to be a core course offered by an accredited college or university which is directly related to the job of the employee and books and fees are necessary for the course.
- There is Department Director and City Administrator approval.
- The employee requesting reimbursement is not eligible for other assistance programs.

Approval Process – To receive tuition reimbursement the employee must submit a "Tuition Request Form", which contains the qualification information listed above as well as the employee's financial request prior to beginning the course.

Reimbursement will be allowed for books and other fees. Tuition reimbursement is available only to regular full-time status employees. If the employee is eligible for other assistance programs the City will provide secondary benefits only.

Reimbursement Process – Any employee requesting tuition reimbursement will submit a grade report indicating the grade received for the class that was taken. Reimbursement will be as follows:

A or B – 100%

C – 85%

The City makes no commitment to provide for the total cost of a higher education course or for all courses leading to a degree. Each course shall be evaluated separately on its merit by the Department Director and the City Administrator to determine eligibility for tuition and related expense reimbursement. Doctoral or PhD level classes and degree programs are not eligible for reimbursement.

The Department Director will include the request for reimbursement in the next payroll period after appropriate documentation is [turned in/received by the Human Resources Department](#).

#### **Sec. 5.07-09 BILINGUAL PAY**

Employees who are proficient in an approved second language will be paid \$1,500 per calendar year, payable in the second check in November. In order for an employee to collect bilingual pay, the employee must be actively employed in November. The Department Director will determine whether bilingual skills are needed based upon the interaction of the department with the public. If bilingual skills are needed, the Department Director will determine which languages are “approved” based upon the needs of the department as they relate to the demographics of Grand Island. [As amended October 15, 2014, Resolution 2014-318](#)

A test will be given by the Human Resources Department to test the proficiency of the employees in each approved language before an employee is eligible for bilingual pay. The bilingual test will measure, among other things, an employee’s conversational ability.

Bilingual pay will be prorated based on the employee’s average hours worked. An employee that is hired as an interpreter will not be eligible for bilingual pay.

#### **Sec. 5.08-10 CLOTHING ALLOWANCE**

Some departments require certain items of clothing as standard equipment. In those instances where a requirement has been imposed, the cost of said requirement will be either partially or fully paid by the City. Allowances vary by department and are subject to labor contracts.

**Sec. ~~5.09-11~~ VOLUNTARY EMPLOYEE BENEFITS ASSOCIATION (VEBA)**

All non-union employees will be eligible to participate in the group VEBA. A contribution will be made on the employee's behalf each pay period. Employees will have access to the money in their VEBA account for eligible medical expenses upon ~~termination~~ their separation with the City. Human Resources will provide employees with material that further defines the plan.

## NOTES

R E S O L U T I O N 2018-244

WHEREAS, the City of Grand Island has determined to amend the City of Grand Island Personnel Rules and Regulations; and

WHEREAS, chapters two through five have been amended.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that City of Grand Island Personnel Rules and Regulation are amended and become effective October 14, 2018.

- - -

Adopted by the City Council of the City of Grand Island, Nebraska, on August 21, 2018.

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

Attest:

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

Approved as to Form \_\_\_\_\_  
August 23, 2018 City Attorney



# **City of Grand Island**

**Tuesday, August 21, 2018**

**Special Meeting**

## **Item S -1**

### **Discussion Concerning Proposed Fiscal Year 2018-2019 City of Grand Island Budget**

**Staff Contact: Marlan Ferguson**

# City of Grand Island 2018-2019

## Annual Budget and Program of Municipal Services

General Fund

## GENERAL FUND

	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>	<b><u>2018</u></b>	<b><u>2019</u></b>
	<b><u>ACTUAL</u></b>	<b><u>ACTUAL</u></b>	<b><u>BUDGET</u></b>	<b><u>FORECAST</u></b>	<b><u>BUDGET</u></b>
Beginning Cash Balance	13,572,770	13,020,137	9,973,226	10,255,279	11,485,731
<b><u>Revenues</u></b>					
General Government	1,678,190	1,673,877	1,709,359	1,593,293	1,675,148
Public Safety	4,641,057	5,723,405	4,217,015	4,235,888	4,227,987
Public Works	755,616	198,278	176,616	379,510	375,100
Environment & Leisure	1,594,215	1,630,837	2,275,210	2,330,198	2,336,002
Other	31,906,093	25,844,541	30,588,776	30,578,334	32,223,212
Total Revenue	40,575,171	35,070,938	38,966,976	39,117,223	40,837,449
Transfers In	4,152,974	754,103	—	67,750	—
Subtotal	44,728,145	35,825,041	38,966,976	39,184,973	40,837,449
Total Resources Available	58,300,915	48,845,178	48,940,202	49,440,252	52,323,180
<b><u>Disbursements</u></b>					
General Government	4,391,283	3,905,488	4,266,175	3,983,730	4,406,845
Public Safety	20,775,114	22,350,732	21,178,903	21,485,686	20,985,302
Public Works	7,857,481	1,037,504	1,225,292	1,178,824	1,248,090
Environment & Leisure	6,311,063	6,278,150	7,364,067	7,289,801	7,232,995
Other	3,815,837	1,892,442	2,344,716	2,081,480	2,060,206
Total Disbursements	43,150,778	35,464,316	36,379,153	36,019,521	35,933,438
Transfers Out	2,130,000	3,125,583	1,935,000	1,935,000	3,835,000
Total Requirements	45,280,778	38,589,899	38,314,153	37,954,521	39,768,438
Ending Cash Balance	13,020,137	10,255,279	10,626,049	11,485,731	12,554,742
Unrestricted Cash	11,319,359	10,255,279	10,626,049	11,485,731	12,554,742
Restricted Cash-Food & Drink	1,700,778	—	—	—	—
	13,020,137	10,255,279	10,626,049	11,485,731	12,554,742

## GENERAL FUND TRANSFERS

		2016	2017	2018	2018	2019
		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>FORECAST</u>	<u>BUDGET</u>
<b><u>Operating Transfers In</u></b>						
<b><u>To</u></b>	<b><u>From</u></b>					
General Fund - 100	Gas Tax - 210	2,900,000	—	—	—	—
General Fund - 100	Police Grants - 260	5,830	—	—	—	—
General Fund - 100	Golf Course - 510	—	—	—	67,750	—
General Fund - 100	Electric Utility - 520	718,938	675,217	—	—	—
General Fund - 100	Water Utility - 525	71,942	78,886	—	—	—
General Fund - 100	Employee Benefit Trust - 825	456,264	—	—	—	—
<b>Total</b>		<u>4,152,974</u>	<u>754,103</u>	<u>—</u>	<u>67,750</u>	<u>—</u>

<b><u>Operating Transfers Out</u></b>						
<b><u>From</u></b>	<b><u>To</u></b>					
General Fund - 100	Economic Development - 238	750,000	750,000	750,000	750,000	750,000
General Fund - 100	Occupation Tax - 211	—	1,290,583	—	—	—
General Fund - 100	Community Development - 250	100,000	25,000	25,000	25,000	25,000
General Fund - 100	Metropolitan Planning Org - 225	465,000	—	—	—	—
General Fund - 100	Transportation Fund - 226	115,000	160,000	160,000	160,000	160,000
General Fund - 100	Capital Projects - 400	700,000	700,000	1,000,000	1,000,000	1,000,000
General Fund - 100	Capital Projects - 410	—	—	—	—	1,900,000
General Fund - 100	Golf Course - 510	—	200,000	—	—	—
<b>Total</b>		<u>2,130,000</u>	<u>3,125,583</u>	<u>1,935,000</u>	<u>1,935,000</u>	<u>3,835,000</u>

# General Fund Revenue Detail

	2016 Actual	2017 Actual	2018 Budget	2018 Forecast	2019 Budget
<b>ADMINISTRATION</b>					
CO-PAY HEALTH INSURANCE	7,454	2,703	—	—	—
OTHER REVENUE	86,000	—	—	—	—
	93,454	2,703	—	—	—
<b>CITY CLERK</b>					
CLERK FEES	38,986	34,115	32,000	27,000	30,000
CO-PAY HEALTH INSURANCE	1,281	427	—	—	—
	40,267	34,542	32,000	27,000	30,000
<b>FINANCE</b>					
OTHER FEES & SERVICES	15,510	14,155	14,000	14,000	14,000
CO-PAY HEALTH INSURANCE	45,612	22,511	—	—	—
SALARY REIMBURSEMENT	1,463,183	1,587,932	1,661,359	1,539,293	1,629,148
OTHER REVENUE	1	2,994	—	—	—
	1,524,306	1,627,592	1,675,359	1,553,293	1,643,148
<b>LEGAL</b>					
STOP CLASS REVENUE	1,539	1,568	2,000	2,000	2,000
CO-PAY HEALTH INSURANCE	6,437	3,071	—	—	—
OTHER REVENUE	—	122	—	—	—
	7,976	4,761	2,000	2,000	2,000
<b>CITY HALL</b>					
CO-PAY HEALTH INSURANCE	2,388	703	—	—	—
	2,388	703	—	—	—
<b>HUMAN RESOURCES</b>					
CO-PAY HEALTH INSURANCE	9,764	3,576	—	—	—
OTHER REVENUE	35	—	—	11,000	—
	9,799	3,576	—	11,000	—
<b>TOTAL GENERAL GOVERNMENT</b>	<b>1,678,190</b>	<b>1,673,877</b>	<b>1,709,359</b>	<b>1,593,293</b>	<b>1,675,148</b>

# General Fund Revenue Detail

	2016 Actual	2017 Actual	2018 Budget	2018 Forecast	2019 Budget
<b>BUILDING INSPECTION</b>					
BUILDING PERMIT	698,473	631,080	700,000	650,000	686,000
BUILDING LICENSE	56,637	56,340	55,000	53,000	55,000
BACKFLOW REIMBURSEMENT	85,145	80,013	80,000	155,000	75,000
CO-PAY HEALTH INSURANCE	21,277	7,956	—	—	—
OTHER REVENUE	13,991	10,194	7,500	3,000	5,000
	875,523	785,583	842,500	861,000	821,000
<b>FIRE SERVICES</b>					
HALL COUNTY AMBULANCE CONTRACT	196,177	147,150	206,620	206,620	206,620
FIRE - FEDERAL GRANTS	5,375	538,563	—	—	—
GRANTS-PAYROLL REIMBURSEMENT	13,834	20,174	10,000	10,000	10,000
INSPECTION FEES	73,248	86,727	70,000	180,000	145,000
BURN PERMIT	1,550	2,485	1,300	1,300	1,300
FIRE - AMBULANCE SERVICE FEES	1,281,262	1,254,124	1,405,227	1,250,000	1,250,000
FIRE - OTHER FEES AND SERVICES	18,709	18,850	17,000	17,000	17,000
FIRE - RECOVERY OF BAD DEBTS	31,367	71,664	30,000	30,000	30,000
FIRE - CO-PAY HEALTH INSURANCE	154,863	61,224	—	—	—
FIRE - LOAN PROCEEDS	—	969,208	—	—	—
FIRE - OTHER REVENUE	7,795	12,193	1,000	1,000	1,000
FIRE - SALE OF FIXED ASSETS	36,239	3,308	3,000	3,000	3,000
	1,820,419	3,185,670	1,744,147	1,698,920	1,663,920
<b>POLICE SERVICES</b>					
WEED ASSESSMENTS	960	2,249	1,000	1,000	1,000
WEED ASSESSMENTS INTEREST	73	432	—	—	—
FEDERAL GRANTS	179,329	114,780	90,000	90,000	90,000
DOG & CAT LICENSES	37,299	—	—	—	—
OTHER INTERGOVERNMENTAL	296,925	357,459	300,000	320,000	320,000
ALCOHOL TESTING	27,303	19,090	25,000	25,000	25,000
STORAGE FEES	96,633	108,850	100,000	100,000	100,000
IMPOUND FEES	23,900	24,735	25,000	25,000	25,000
TOWING CHARGES	82,739	82,270	80,000	80,000	80,000
SALE OF RECORDS	4,643	9,896	4,500	7,000	7,000
WEED MOWING SERVICES	3,110	2,759	2,500	2,800	2,500
OTHER FEES & SERVICES	7,956	6,487	4,200	5,000	5,000
UNCLAIMED PROPERTY	7,124	17,625	2,000	7,000	6,000
DONATIONS & CONTRIBUTIONS	50	—	—	—	—
CO-PAY HEALTH INSURANCE	200,000	83,264	—	—	—
OTHER REVENUE	43,186	16,479	20,000	6,000	6,000
SALE OF FIXED ASSETS	17,759	36,131	18,000	25,000	25,000
LAW ENFORCEMENT-OTHER INTERGOV'T	82,688	85,465	80,000	80,000	80,000
LAW ENFORCEMENT-CO-PAY HEALTH INS	2,334	707	—	—	—
LAW ENFORCEMENT-OTHER REVENUE	500	—	—	—	—
POLICE GRANT-OTHER REVENUE	19,329	21,702	2,250	17,250	10,000
	1,133,840	990,380	754,450	791,050	782,500

# General Fund Revenue Detail

	2016	2017	2018	2018	2019
	Actual	Actual	Budget	Forecast	Budget
<b>EMERGENCY MANAGEMENT</b>					
LEPC REIMBURSEMENT	—	—	5,000	5,000	5,000
COUNTY SHARE OF COMM/CIVIL	511,073	508,366	607,918	607,918	629,567
FEDERAL GRANTS	161,712	127,969	150,000	150,000	220,000
OTHER FEES & SERVICES	843	365	—	—	—
EMERGENCY MGMT-CO-PAY HLTH INS	8,368	3,341	—	—	—
EMERGENCY MGMT-OTHER REVENUE	—	20	—	—	—
CREDIT CARD REBATE	467	862	—	—	—
ALARM FEES	89,265	93,255	97,000	90,000	90,000
AMBULANCE SERVICE FEES	16,415	17,995	16,000	32,000	16,000
COMMUNICATION CO-PAY HLTH INS	23,132	9,564	—	—	—
COMMUNICATION-OTHER REVENUE	—	35	—	—	—
	811,275	761,772	875,918	884,918	960,567
<b>TOTAL PUBLIC SAFETY</b>	<b>4,641,057</b>	<b>5,723,405</b>	<b>4,217,015</b>	<b>4,235,888</b>	<b>4,227,987</b>

# General Fund Revenue Detail

	2016 Actual	2017 Actual	2018 Budget	2018 Forecast	2019 Budget
<b>ENGINEERING</b>					
ENGINEERING PERMIT	11,241	6,519	8,000	7,000	8,000
LICENSE AGREEMENT FEES	2,700	3,125	2,000	5,500	5,000
ENGINEERING SERVICES	450,000	45,464	—	150,000	150,000
MAPS & PRINT SALES	99	125	100	10	100
ADMI CHARGE-LANDFILL	9,153	43,001	38,000	58,500	60,000
ADMI CHARGE-SEWER	—	92,592	127,516	155,500	150,000
CO-PAY HEALTH INSURANCE	16,482	4,552	—	—	—
OTHER REVENUE	2,352	2,900	1,000	3,000	2,000
	492,027	198,278	176,616	379,510	375,100
<b>STREET &amp; ALLEY</b>					
PAVING PERMIT	28,973	—	—	—	—
INCENTIVE PAYMENT	4,000	—	—	—	—
SERV & MAINT CONTRACT-STATE	35,672	—	—	—	—
CO-PAY HEALTH INSURANCE	52,645	—	—	—	—
OTHER REVENUE	142,299	—	—	—	—
CREDIT CARD REBATE	—	—	—	—	—
TRADE IN ALLOW-MACH & EQUIP	—	—	—	—	—
SALE OF FIXED ASSETS	—	—	—	—	—
	263,589	—	—	—	—
<b>TOTAL PUBLIC WORKS</b>	<b>755,616</b>	<b>198,278</b>	<b>176,616</b>	<b>379,510</b>	<b>375,100</b>
<b>PLANNING</b>					
COUNTY SHARE OF PLANNING	124,288	98,033	138,779	138,779	126,020
MAPS & PRINT SALES	1,825	2,465	1,500	1,500	1,500
LETTER OF MAP REVIEW	250	50	1,000	1,000	1,000
PLANNING-CO-PAY HEALTH INSURANCE	7,013	2,133	—	—	—
OTHER REVENUE	2,415	—	—	—	—
CREDIT CARD REBATE	83	63	83	—	—
CRA-OTHER FEES & SERVICES	46,854	39,565	41,366	41,366	42,979
	182,728	142,309	182,728	182,645	171,499
<b>LIBRARY</b>					
COUNTY SHARE OF LIBRARY	—	11,250	18,750	18,750	25,000
STATE GRANTS	8,094	7,624	8,482	7,653	7,653
COPY MACHINE USE FEES	11,027	10,106	10,000	10,000	10,000
FINES & PENALTIES	24,384	22,145	25,000	25,000	25,000
NONRESIDENT CARD FEE	12,848	7,347	5,000	5,500	5,500
CO-PAY HEALTH INSURANCE	24,911	11,591	—	—	—
OTHER REVENUE	3,729	2,791	22,000	26,000	26,000
	84,993	72,854	89,232	92,903	99,153

# General Fund Revenue Detail

	2016 Actual	2017 Actual	2018 Budget	2018 Forecast	2019 Budget
<b>PARKS</b>					
PARK ADMINISTRATION - CO-PAY HLTH INS	3,003	1,431	—	—	—
PARK OPERATIONS - CO-PAY HLTH INS	24,858	11,479	—	—	—
PARK OPERATIONS - OTHER REVENUE	61,830	67,768	60,000	60,000	60,000
GREENHOUSE - CO-PAY HEALTH INS	3,086	1,381	—	—	—
CEMETERY BURIAL SERVICES	72,650	86,450	80,500	85,000	85,000
CEMETERY - CO-PAY HEALTH INSURANCE	12,789	5,904	—	—	—
SALE OF CEMETERY LOTS	47,700	60,540	50,000	60,000	60,000
CEMETERY - OTHER REVENUE	4,225	2,650	—	—	—
	230,141	237,603	190,500	205,000	205,000
<b>RECREATION</b>					
RECREATION - CO-PAY HEALTH INS	3,341	2,003	—	—	—
PLAYGROUND REVENUE	8,400	9,305	8,500	9,250	9,250
CHILDREN'S THEATRE REVENUE	—	—	750	—	—
FLAG FOOTBALL REVENUE	7,174	4,550	8,000	8,000	8,000
STOLLEY PARK RAILWAY	15,292	16,637	15,600	16,500	16,500
FIELDHOUSE	248,176	259,466	249,700	266,150	251,850
SWIMMING LESSONS - WATER PARK	15,600	16,140	15,000	16,000	16,000
WATER EQUIP RENTAL-WATER PRK	8,292	6,980	10,000	8,000	8,000
LIFEGUARD REIMBURSE TRAINING	3,750	3,100	2,750	3,000	3,000
CONCESSIONS - WATER PARK	93,950	85,103	95,000	90,000	90,000
SEASON PASSES - WATER PARK	55,698	52,297	55,000	55,000	55,000
ADMISSIONS - WATER PARK	195,422	181,998	200,000	190,000	190,000
GROUP SALES - WATER PARK	10,462	15,111	20,000	15,000	15,000
AQUATIC UNIFORM SALES	4,069	4,323	4,000	4,000	4,000
SOUVENIR SALES	1,293	3,376	2,500	2,500	2,500
OTHER REVENUE-WATER PARK	2,507	646	2,400	2,400	2,400
WATER PARK - SALES TAX	25	—	—	—	—
SWIMMING LESSONS - LINCOLN POOL	9,575	11,070	10,000	11,000	11,000
ADMISSIONS - LINCOLN POOL	40,961	37,433	37,000	37,000	37,000
OTHER REVENUE-LINCOLN POOL	374	312	400	400	400
	724,361	709,850	736,600	734,200	719,900
<b>PUBLIC INFORMATION</b>					
CABLE T.V. FRANCHISE FEES	42,838	42,771	45,000	45,000	45,000
CO-PAY HEALTH INSURANCE	2,342	920	—	—	—
OTHER REVENUE	—	—	200	200	200
	45,180	43,691	45,200	45,200	45,200

# General Fund Revenue Detail

	2016 Actual	2017 Actual	2018 Budget	2018 Forecast	2019 Budget
<b>HEARTLAND PUBLIC SHOOTING PARK</b>					
MEMBERSHIP FEES	230	—	—	—	—
SPECIAL EVENTS REVENUE	211,054	298,631	260,000	290,000	290,000
SPORTING CLAY REVENUE	13,258	17,774	12,000	17,500	17,500
SPORTING CLAY REV-PUNCH CARDS	1,552	495	1,000	1,000	1,000
SPORTING CLAY REVENUE-YOUTH	5,788	4,477	7,000	6,000	6,000
TRAP REVENUE	4,715	6,394	5,000	5,000	5,000
TRAP REVENUE-PUNCH CARDS	527	497	1,000	500	500
TRAP REVENUE-YOUTH	5,624	4,117	6,000	5,000	5,000
SKEET REVENUE	4,620	7,447	4,000	4,000	4,000
SKEET REVENUE-PUNCH CARDS	5,315	5,505	5,000	5,000	5,000
SHEET REVENUE-YOUTH	2,894	4,262	3,000	4,000	4,000
5-STAND REVENUE	763	56	1,000	250	250
5-STAND REVENUE-YOUTH	76	25	300	100	100
SHOTGUN SHELL REVENUE	1,740	2,403	2,500	2,500	2,500
RIFLE-PISTOL LEAGUES	2,134	4,756	250	4,000	4,000
RIFLE-PISTOL REVENUE	23,166	19,153	20,000	20,000	20,000
ARCHERY REVENUE	533	222	1,000	500	500
MISC MERCHANDISE SALES	2,390	2,427	3,000	3,000	3,000
CART RENTAL FEE	7,619	5,363	6,500	5,000	5,000
CAMPING-RV FEES	5,839	9,526	5,500	9,000	9,000
OTHER RENTAL	3,349	500	3,000	3,000	3,000
DONATIONS & CONTRIBUTIONS	14,500	25,332	20,000	20,000	20,000
CONCESSIONS - SHOOT PARK	2,680	2,439	3,500	2,500	2,500
CO-PAY HEALTH INSURANCE	6,246	2,729	—	—	—
OTHER REVENUE	200	—	500	500	500
	326,812	424,530	371,050	408,350	408,350
<b>JACKRABBIT RUN GOLF COURSE</b>					
GREEN FEES	—	—	330,000	330,000	330,000
EQUIPMENT RENTAL	—	—	165,000	165,000	170,000
GOLF PRO COMMISSIONS	—	—	125,000	125,000	145,000
OTHER REVENUE	—	—	1,900	1,900	1,900
SALES TAX	—	—	38,000	40,000	40,000
	—	—	659,900	661,900	686,900
<b>TOTAL ENVIRONMENT AND LEISURE</b>	<b>1,594,215</b>	<b>1,630,837</b>	<b>2,275,210</b>	<b>2,330,198</b>	<b>2,336,002</b>

# General Fund Revenue Detail

	2016	2017	2018	2018	2019
	Actual	Actual	Budget	Forecast	Budget
<b>NONDEPARTMENTAL</b>					
PROPERTY TAXES	8,410,316	6,468,158	9,905,174	9,905,174	10,888,677
MOTOR VEHICLE TAX	1,006,260	1,063,633	951,492	951,492	951,492
PAYMENT IN LIEU OF TAX-ELECTRIC	718,938	—	700,000	650,000	650,000
PAYMENT IN LIEU OF TAX-WATER	71,942	—	65,000	65,000	65,000
NATURAL GAS FRANCHISE	397,813	392,553	700,147	600,000	600,000
WIRELESS FRANCHISE	305,452	186,682	219,933	219,933	219,933
TELEPHONE FRANCHISE	75,030	41,414	100,000	85,000	85,000
FOOD & BEV OCCUPATION TAX	1,532,280	—	—	—	—
CABLE T.V. FRANCHISE	572,987	579,852	575,000	575,000	575,000
LIQUOR OCCUPATION TAX	70,925	61,470	70,000	70,000	70,000
OTHER FRANCHISE TAXES	1,000	1,000	1,000	1,000	1,000
GENERAL SALES TAX	15,042,561	14,784,881	15,213,914	15,213,914	15,518,192
MOTOR VEHICLE SALES TAX	1,345,861	—	—	—	—
MUNICIPAL EQUILIZATION FUNDS	589,075	429,079	388,271	388,271	707,083
DOG & CAT LICENSES-FEES	—	40,035	35,000	32,000	32,000
ADMIN CHARGE - PLANNING	1,200	1,200	1,200	1,200	1,200
ADMIN CHARGE - LANDFILL	23,073	18,421	33,000	18,000	18,600
ADMIN CHARGE - GOLF COURSE	12,194	11,942	—	—	—
ADMIN CHARGE FOR SERV - ELEC	1,123,371	1,123,235	1,064,520	1,169,064	1,177,020
ADMIN CHARGE FOR SERV-WATER	99,275	113,490	92,610	113,850	114,300
ADMIN CHARGE FOR SERV-SEWER	282,925	298,256	264,000	300,000	304,200
COPY MACHINE USE FEES	3	3	15	15	15
OTHER RENTAL	11,000	11,000	11,000	11,000	11,000
INTEREST & DIVIDEND REVENUE	89,970	98,537	60,000	75,000	100,000
OTHER REVENUE	28,466	22,679	25,000	22,500	22,500
CREDIT CARD REBATE	30,733	31,998	32,500	30,921	31,000
SALES TAX	63,443	65,023	80,000	80,000	80,000
	<b>31,906,093</b>	<b>25,844,541</b>	<b>30,588,776</b>	<b>30,578,334</b>	<b>32,223,212</b>
<b>Total General Fund Revenues</b>	<b>40,575,171</b>	<b>35,070,938</b>	<b>38,966,976</b>	<b>39,117,223</b>	<b>40,837,449</b>

# General Fund Appropriation Summary

	2016 Actual	2017 Actual	2018 Budget	2018 Forecast	2019 Budget
<b>General Government</b>					
City Administrator's Office	448,629	385,013	330,071	330,071	329,185
Economic Development	422,830	—	100,000	100,000	200,000
Mayor's Office	19,169	19,080	23,365	23,365	23,352
Legislative	91,286	86,066	93,471	93,471	93,413
City Clerk	136,833	161,909	147,178	134,379	150,106
Finance	2,021,700	2,083,505	2,157,018	2,051,074	2,188,183
Legal	366,709	356,742	385,903	355,747	395,050
City Hall	333,684	355,358	477,551	354,405	464,906
Human Resources	550,443	457,815	551,618	541,218	562,650
	4,391,283	3,905,488	4,266,175	3,983,730	4,406,845
<b>Public Safety</b>					
Building Inspection	862,044	905,429	905,715	874,715	922,978
Fire Services	7,662,767	9,618,940	8,145,901	8,292,651	7,876,544
Police	10,876,025	10,424,986	10,718,086	10,876,309	10,808,254
Emergency Management	1,374,278	1,401,377	1,409,201	1,442,011	1,377,526
	20,775,114	22,350,732	21,178,903	21,485,686	20,985,302
<b>Public Works</b>					
Engineering	933,445	717,294	786,049	732,813	801,644
Engineering Administration	385,141	320,210	439,243	446,011	446,446
Streets & Transportation	6,538,895	—	—	—	—
	7,857,481	1,037,504	1,225,292	1,178,824	1,248,090
<b>Environment &amp; Leisure</b>					
Planning	287,760	286,639	286,885	285,435	301,185
Library	1,876,290	1,762,095	1,814,215	1,767,006	1,831,023
Parks	1,808,328	1,811,003	1,828,103	1,794,246	1,759,517
Cemetery	539,943	533,054	570,983	572,483	560,678
Recreation	438,831	472,458	470,647	469,397	502,615
Aquatics	591,897	591,289	614,846	622,846	613,300
Public Information	210,794	203,384	222,299	222,299	222,617
Heartland Shooting Park	557,220	618,228	765,715	765,715	657,176
Jackrabbit Run Golf Course	—	—	790,374	790,374	784,884
	6,311,063	6,278,150	7,364,067	7,289,801	7,232,995
<b>Non-Department</b>					
Non-Department	3,815,837	1,892,442	2,344,716	2,081,480	2,060,206
<b>Total General Fund Appropriation</b>	<b>43,150,778</b>	<b>35,464,316</b>	<b>36,379,153</b>	<b>36,019,521</b>	<b>35,933,438</b>

## General Fund Appropriation Detail

	2016 Actual	2017 Actual	2018 Budget	2018 Forecast	2019 Budget	%
<b>General Government</b>						
City Administrator's Office						
Personnel Services	387,841	333,929	274,096	274,096	273,210	83.0%
Operating Expenses	60,788	51,084	55,975	55,975	55,975	17.0%
Total City Administrator's Office	448,629	385,013	330,071	330,071	329,185	100.0%
Economic Development						
Operating Expenses	422,830	—	100,000	100,000	200,000	100.0%
Total Economic Development	422,830	—	100,000	100,000	200,000	100.0%
Mayor's Office						
Personnel Services	17,247	17,247	17,247	17,247	17,234	73.8%
Operating Expenses	1,922	1,833	6,118	6,118	6,118	26.2%
Total Mayor's Office	19,169	19,080	23,365	23,365	23,352	100.0%
Council						
Personnel Services	84,074	84,073	84,072	84,072	84,014	89.9%
Operating Expenses	7,212	1,993	9,399	9,399	9,399	10.1%
Total Legislative	91,286	86,066	93,471	93,471	93,413	100.0%
City Clerk						
Personnel Services	106,226	108,340	108,938	108,938	111,851	74.5%
Operating Expenses	30,607	53,569	38,240	25,441	38,255	25.5%
Total City Clerk	136,833	161,909	147,178	134,379	150,106	100.0%
Finance						
Personnel Services	1,936,193	2,032,317	2,066,768	1,973,452	2,080,483	95.1%
Operating Expenses	85,507	51,188	90,250	77,622	107,700	4.9%
Total Finance	2,021,700	2,083,505	2,157,018	2,051,074	2,188,183	100.0%
Legal						
Personnel Services	346,472	343,051	356,463	325,953	364,650	92.3%
Operating Expenses	20,237	13,691	29,440	29,794	30,400	7.7%
Total Legal	366,709	356,742	385,903	355,747	395,050	100.0%
City Hall						
Personnel Services	111,613	117,978	125,347	128,285	129,756	27.9%
Operating Expenses	222,071	198,891	352,204	226,120	335,150	72.1%
Capital Outlay	—	38,489	—	—	—	0.0%
Total City Hall	333,684	355,358	477,551	354,405	464,906	100.0%
Human Resources						
Personnel Services	393,506	399,857	417,484	416,734	415,050	73.8%
Operating Expenses	156,937	57,958	134,134	124,484	147,600	26.2%
Total Personnel	550,443	457,815	551,618	541,218	562,650	100.0%
GENERAL GOVERNMENT						
Personnel Services	3,383,172	3,436,792	3,450,415	3,328,777	3,476,248	78.9%
Operating Expenses	1,008,111	430,207	815,760	654,953	930,597	21.1%
Capital Outlay	—	38,489	—	—	—	0.0%
<b>TOTAL GENERAL GOVERNMENT</b>	<b>4,391,283</b>	<b>3,905,488</b>	<b>4,266,175</b>	<b>3,983,730</b>	<b>4,406,845</b>	<b>100.0%</b>

## General Fund Appropriation Detail

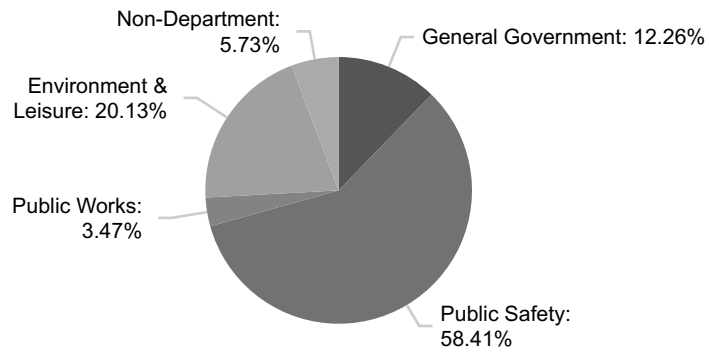
	2016 Actual	2017 Actual	2018 Budget	2018 Forecast	2019 Budget	%
<b>Public Safety</b>						
Building Inspection						
Personnel Services	830,904	859,619	830,365	830,365	856,978	92.8%
Operating Expenses	31,140	45,810	75,350	44,350	66,000	7.2%
Total Building Inspection	862,044	905,429	905,715	874,715	922,978	100.0%
Fire Services						
Personnel Services	6,986,770	7,168,169	6,936,371	7,083,371	6,969,250	88.5%
Operating Expenses	619,496	566,481	604,161	603,911	691,958	8.8%
Capital Outlay	56,501	1,884,290	605,369	605,369	215,336	2.7%
Total Fire Services	7,662,767	9,618,940	8,145,901	8,292,651	7,876,544	100.0%
Police						
Personnel Services	9,102,480	9,287,164	9,493,236	9,624,587	9,657,304	89.4%
Operating Expenses	1,507,560	1,000,928	1,106,850	1,133,722	1,150,950	10.6%
Capital Outlay	265,985	136,894	118,000	118,000	—	0.0%
Total Police	10,876,025	10,424,986	10,718,086	10,876,309	10,808,254	100.0%
Emergency Management						
Personnel Services	1,234,207	1,267,285	1,242,240	1,241,540	1,274,767	92.5%
Operating Expenses	53,840	47,496	107,265	103,775	102,759	7.5%
Capital Outlay	86,231	86,596	59,696	96,696	—	0.0%
Total Emergency Management	1,374,278	1,401,377	1,409,201	1,442,011	1,377,526	100.0%
<b>PUBLIC SAFETY</b>						
Personnel Services	18,154,361	18,582,237	18,502,212	18,779,863	18,758,299	89.4%
Operating Expenses	2,212,036	1,660,715	1,893,626	1,885,758	2,011,667	9.6%
Capital Outlay	408,717	2,107,780	783,065	820,065	215,336	1.0%
<b>TOTAL PUBLIC SAFETY</b>	20,775,114	22,350,732	21,178,903	21,485,686	20,985,302	100.0%

## General Fund Appropriation Detail

	2016 Actual	2017 Actual	2018 Budget	2018 Forecast	2019 Budget	%
<b>Public Works</b>						
Engineering						
Personnel Services	795,988	599,066	620,799	574,013	632,845	78.9%
Operating Expenses	137,457	118,228	165,250	158,800	168,799	21.1%
Total Engineering	933,445	717,294	786,049	732,813	801,644	100.0%
Engineering Administration						
Personnel Services	220,747	232,774	230,743	241,911	245,346	55.0%
Operating Expenses	159,506	87,436	208,500	204,100	201,100	45.0%
Capital Outlay	4,888	—	—	—	—	0.0%
Total Engineering Administration	385,141	320,210	439,243	446,011	446,446	100.0%
Streets & Transportation						
Personnel Services	2,225,606	—	—	—	—	#DIV/0!
Operating Expenses	3,848,680	—	—	—	—	#DIV/0!
Capital Outlay	464,609	—	—	—	—	#DIV/0!
Streets & Transportation	6,538,895	—	—	—	—	#DIV/0!
PUBLIC WORKS						
Personnel Services	3,242,341	831,840	851,542	815,924	878,191	70.4%
Operating Expenses	4,145,643	205,664	373,750	362,900	369,899	29.6%
Capital Outlay	469,497	—	—	—	—	0.0%
<b>TOTAL PUBLIC WORKS</b>	<b>7,857,481</b>	<b>1,037,504</b>	<b>1,225,292</b>	<b>1,178,824</b>	<b>1,248,090</b>	<b>100.0%</b>
<b>Environment &amp; Leisure</b>						
Planning						
Personnel Services	269,213	269,111	266,270	266,270	280,860	93.3%
Operating Expenses	18,547	17,528	20,615	19,165	20,325	6.7%
Total Planning	287,760	286,639	286,885	285,435	301,185	100.0%
Library						
Personnel Services	1,289,247	1,260,079	1,311,988	1,264,779	1,324,042	72.3%
Operating Expenses	552,325	488,829	487,227	487,227	506,981	27.7%
Capital Outlay	34,718	13,187	15,000	15,000	—	0.0%
Total Library	1,876,290	1,762,095	1,814,215	1,767,006	1,831,023	100.0%
Parks						
Personnel Services	1,328,059	1,395,800	1,284,723	1,333,866	1,342,362	76.3%
Operating Expenses	379,785	371,921	488,380	405,380	417,155	23.7%
Capital Outlay	100,484	43,282	55,000	55,000	—	0.0%
Total Parks	1,808,328	1,811,003	1,828,103	1,794,246	1,759,517	100.0%
Cemetery						
Personnel Services	443,218	467,266	486,383	487,883	498,778	89.0%
Operating Expenses	60,725	65,788	58,600	58,600	61,900	11.0%
Capital Outlay	36,000	—	26,000	26,000	—	0.0%
Total Cemetery	539,943	533,054	570,983	572,483	560,678	100.0%

## General Fund Appropriation Detail

	2016 Actual	2017 Actual	2018 Budget	2018 Forecast	2019 Budget	%
Recreation						
Personnel Services	318,163	324,353	349,947	349,947	364,665	72.6%
Operating Expenses	120,668	148,105	120,700	119,450	137,950	27.4%
Total Recreation	438,831	472,458	470,647	469,397	502,615	100.0%
Aquatics						
Personnel Services	372,727	368,760	393,556	401,556	392,090	63.9%
Operating Expenses	219,170	222,529	206,290	206,290	221,210	36.1%
Capital Outlay	—	—	15,000	15,000	—	0.0%
Total Aquatics	591,897	591,289	614,846	622,846	613,300	100.0%
Public Information						
Personnel Services	164,087	173,378	177,839	177,839	175,657	78.9%
Operating Expenses	34,707	30,006	44,460	44,460	46,960	21.1%
Capital Outlay	12,000	—	—	—	—	0.0%
Total Public Information	210,794	203,384	222,299	222,299	222,617	100.0%
Heartland Shooting Range						
Personnel Services	311,205	313,594	312,815	312,815	383,926	40.9%
Operating Expenses	246,015	273,120	237,900	237,900	273,250	31.1%
Capital Outlay	—	31,514	215,000	215,000	—	28.1%
Total Heartland Shooting Range	557,220	618,228	765,715	765,715	657,176	100.1%
Jackrabbit Run Golf Course						
Personnel Services	—	—	335,189	335,189	346,899	44.2%
Operating Expenses	—	—	383,185	383,185	437,985	55.8%
Capital Outlay	—	—	72,000	72,000	—	0.0%
Total Jackrabbit Run Golf Course	—	—	790,374	790,374	784,884	100.0%
ENVIRONMENT & LEISURE						
Personnel Services	4,495,919	4,572,341	4,918,710	4,930,144	5,109,279	70.6%
Operating Expenses	1,631,942	1,617,826	2,047,357	1,961,657	2,123,716	29.4%
Capital Outlay	183,202	87,983	398,000	398,000	—	0.0%
TOTAL ENVIRONMENT & LEISURE	6,311,063	6,278,150	7,364,067	7,289,801	7,232,995	100.0%
<b>Non-Department</b>						
Non-Department						
Operating Expenses	1,015,098	1,380,639	1,827,512	1,574,242	1,560,525	75.7%
Capital Outlay	2,800,739	511,803	517,204	507,238	499,681	24.3%
TOTAL NON-DEPARTMENT	3,815,837	1,892,442	2,344,716	2,081,480	2,060,206	100.0%
<b>Total General Fund Appropriation</b>						
Personnel Services	29,275,793	27,423,210	27,722,879	27,854,708	28,222,017	78.5%
Operating Expenses	10,012,830	5,295,051	6,958,005	6,439,510	6,996,404	19.5%
Capital Outlay-Departments	1,061,416	2,234,252	1,181,065	1,218,065	215,336	0.6%
Capital Outlay-Debt	2,800,739	511,803	517,204	507,238	499,681	1.4%
TOTAL GENERAL FUND	43,150,778	35,464,316	36,379,153	36,019,521	35,933,438	100.0%



General Government:	4,406,845
Public Safety:	20,985,302
Public Works:	1,248,090
Environment & Leisure:	7,232,995
Non-Department:	2,060,206
<hr/>	
Total General Fund:	35,933,438

<b>Fund General</b>	<b>Department Summary</b>	<b>City Administrator's Office</b>
<b>Fund Type General Government</b>	<b>Supervisor City Administrator</b>	<b>11101</b>

## Description

The City Administrator provides for the day-to-day administration of all functions of City government. The City Administrator serves as the Chief Operating Officer of the City and is charged with the responsibility of implementing the key results and priorities established by the Mayor and City Council. This is achieved through the supervision, coordination, and administration of the programs and services of City Departments; formulation, presentation, and administration of the budget; the development and preparation of analysis, reports and recommendations for consideration by the Mayor and City Council; and keeping the Mayor and City Council informed of operational and administrative needs and activities. The City Administrator also provides long-range planning, maintains public relations, and provides guidance and leadership to the City staff.

## Budget Narrative

The City Administration Office oversees the implementation of the Mayor and City Council's key results and goals in priority areas across the City, as part of the larger effort of achieving fiscal health and wellness.

## Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Assistant to the Administrator	1	1	0	0	0
City Administrator	1	1	1	0	1
City Clerk	1	1	1	0	1
<b>Totals:</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>2</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
ADMINISTRATION					
-----					
PERSONNEL SERVICES					
-----					
10011101 85105 SALARIES - REGULAR	267,898	261,747	223,636	223,636	211,708
10011101 85115 F.I.C.A. PAYROLL TAXES	17,218	16,426	14,429	14,429	13,313
10011101 85120 HEALTH INSURANCE	83,033	36,650	20,114	20,114	29,796
10011101 85125 LIFE INSURANCE	261	249	174	174	204
10011101 85130 DISABILITY INSURANCE	484	474	346	346	400
10011101 85145 PENSION CONTRIBUTION	16,074	15,705	13,418	13,418	15,878
10011101 85150 WORKERS COMPENSATION	354	357	271	271	127
10011101 85160 OTHER EMPLOYEE BENEFITS	177	140	148	148	222
10011101 85161 VEBA	2,342	2,181	1,560	1,560	1,560
10011101 85165 UNEMPLOYMENT CONTRIBUTIONS	0	0	0	0	2
TOTAL PERSONNEL SERVICES	387,841	333,929	274,096	274,096	273,210
-----					
OPERATING EXPENSES					
-----					
10011101 85213 CONTRACT SERVICES	8,433	0	3,000	3,000	3,000
10011101 85241 COMPUTER SERVICES	0	0	500	500	500
10011101 85245 PRINTING & BINDING SERVICES	35	14	400	400	400
10011101 85290 OTHER PROFESSIONAL & TECH S	0	0	400	400	400
10011101 85330 REPAIR & MAINT-OFF FURN & E	0	0	500	500	500
10011101 85410 TELEPHONE	55	0	0	0	0
10011101 85422 DUES & SUBSCRIPTIONS	45,889	46,365	43,000	43,000	43,000
10011101 85428 TRAVEL & TRAINING	4,472	4,085	5,500	5,500	5,500
10011101 85490 OTHER EXPENDITURES	308	293	600	600	600
10011101 85505 OFFICE SUPPLIES	1,154	199	1,575	1,575	1,575
10011101 85540 MISC OPERATING EQUIPMENT	442	128	500	500	500
TOTAL OPERATING EXPENSES	60,788	51,084	55,975	55,975	55,975
-----					
TOTAL ADMINISTRATION	448,629	385,013	330,071	330,071	329,185

<b>Fund General</b>	<b>Department Summary</b>	<b>Economic Development</b>
<b>Fund Type General Government</b>	<b>Supervisor City Administrator</b>	<b>11102</b>

## Description

This division historically reflects the direct costs associated pursuant to LB426 that was passed by the 2005 Legislature. Currently this division is used to fund other economic projects at the direction of the City Council.

## Budget Narrative

The current budget year and upcoming budget year are funds that are being matched by the Community Redevelopment Authority (CRA) for Life Safety projects.

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
ECONOMIC DEVELOPMENT					
-----					
OPERATING EXPENSES					
-----					
10011102 85454 ECONOMIC DEVELOPMENT	422,830	0	100,000	100,000	200,000
TOTAL OPERATING EXPENSES	422,830	0	100,000	100,000	200,000
TOTAL ECONOMIC DEVELOPMENT	422,830	0	100,000	100,000	200,000

<b>Fund General</b>	<b>Department Summary</b>	<b>Mayor's Office</b>
<b>Fund Type General Government</b>	<b>Supervisor Mayor</b>	<b>11203</b>

## Description

Grand Island operates under a Mayor/Council form of government. The Mayor is elected at large and serves a four- year term. The Mayor presides over official meetings and serves as the executive officer of the City. The Mayor and City Council establish goals and objectives of the community, attained through the adoption of policy. The Mayor appoints a City Administrator who is responsible for carrying out established policies and provides for the effective administration of City operations. The Mayor is responsible for appointments to citizen boards and commissions, and serves as the City representative in official proceedings.

## Budget Narrative

This budget provides for the operation of the Mayor's office and salary. Personnel costs are the largest expense in the Mayor's budget. Other expenses provide for communication materials and daily operational costs. Because the Mayor is expected to perform official duties and obligations on behalf of the City, there is funding included for dues and travel costs.

## Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Mayor	1	1	1	0	1
<b>Totals:</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
MAYOR					
-----					
PERSONNEL SERVICES					
-----					
10011203 85105 SALARIES - REGULAR	16,000	16,000	16,000	16,000	16,000
10011203 85115 F.I.C.A. PAYROLL TAXES	1,224	1,224	1,224	1,224	1,224
10011203 85150 WORKERS COMPENSATION	23	23	23	23	10
TOTAL PERSONNEL SERVICES	17,247	17,247	17,247	17,247	17,234
OPERATING EXPENSES					
-----					
10011203 85245 PRINTING & BINDING SERVICES	1,650	1,778	1,800	1,800	1,800
10011203 85290 OTHER PROFESSIONAL & TECH S	0	0	900	900	900
10011203 85330 REPAIR & MAINT-OFF FURN & E	0	0	600	600	600
10011203 85428 TRAVEL & TRAINING	50	0	1,500	1,500	1,500
10011203 85490 OTHER EXPENDITURES	222	55	914	914	914
10011203 85505 OFFICE SUPPLIES	0	0	404	404	404
TOTAL OPERATING EXPENSES	1,922	1,833	6,118	6,118	6,118
TOTAL MAYOR	19,169	19,080	23,365	23,365	23,352

<b>Fund General</b>	<b>Department Summary</b>	<b>Legislative</b>
<b>Fund Type General Government</b>	<b>Supervisor City Administrator</b>	<b>11204</b>

## Description

Grand Island is governed by an eleven member body comprised of the Mayor and ten City Council members, two from each of the five wards. The City Council is responsible for the legislative and policy-making functions of the City. The City Council, along with the Mayor, establish goals and key results for the community, attained through the adoption of policy. The City Council holds regular meetings on the second and fourth Tuesday of each month at 7:00 PM in the Council Chambers of City Hall.

## Budget Narrative

This budget provides for the operations of the City Council. Personnel costs are the largest expense in the Legislative budget. Other expenses provide for travel and training.

## Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Council Members	10	10	10	0	10
<b>Totals:</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>0</b>	<b>10</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
COUNCIL					
-----					
PERSONNEL SERVICES					
-----					
10011204 85105 SALARIES - REGULAR	78,000	78,000	78,000	78,000	78,000
10011204 85115 F.I.C.A. PAYROLL TAXES	5,969	5,968	5,967	5,967	5,967
10011204 85150 WORKERS COMPENSATION	105	105	105	105	47
TOTAL PERSONNEL SERVICES	84,074	84,073	84,072	84,072	84,014
OPERATING EXPENSES					
-----					
10011204 85245 PRINTING & BINDING SERVICES	0	0	250	250	250
10011204 85290 OTHER PROFESSIONAL & TECH	0	0	500	500	500
10011204 85330 REPAIR & MAINT-OFF FURN & E	0	0	500	500	500
10011204 85428 TRAVEL & TRAINING	6,880	1,993	5,200	5,200	5,200
10011204 85490 OTHER EXPENDITURES	332	0	2,249	2,249	2,249
10011204 85505 OFFICE SUPPLIES	0	0	700	700	700
TOTAL OPERATING EXPENSES	7,212	1,993	9,399	9,399	9,399
TOTAL COUNCIL	91,286	86,066	93,471	93,471	93,413

<b>Fund General</b>	<b>Department Summary</b>	<b>City Clerk</b>
<b>Fund Type General Government</b>	<b>Supervisor City Administrator</b>	<b>11301</b>

## Description

The City Clerk is one of four statutory officers under Nebraska law and is responsible for fulfilling administrative responsibilities relative to the records management functions associated with City government. The City Clerk's Office records and maintains City Council proceedings and serves as the legal custodian of official records, including minutes, ordinances, resolutions, contracts, agreements, conditional use permits, liquor licenses, bid documents, and deeds. The City Clerk's Office is responsible for giving notice of meetings, preparing agendas, Council packets, and responding to citizen inquiries.

## Budget Narrative

The budget allocates funding for legal notices to provide for the publication of meeting notices, minutes and other official City business. Also included in the City Clerk's budget are election expenses.

## Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
City Clerk	1	1	1	0	1
<b>Totals:</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
CITY CLERK					
-----					
PERSONNEL SERVICES					
-----					
10011301 85105 SALARIES - REGULAR	85,857	87,254	89,927	89,927	91,257
10011301 85115 F.I.C.A. PAYROLL TAXES	6,344	6,365	6,879	6,879	6,981
10011301 85120 HEALTH INSURANCE	7,702	8,308	5,541	5,541	5,556
10011301 85125 LIFE INSURANCE	78	82	78	78	102
10011301 85130 DISABILITY INSURANCE	156	161	180	180	233
10011301 85145 PENSION CONTRIBUTION	5,152	5,235	5,396	5,396	6,844
10011301 85150 WORKERS COMPENSATION	113	114	114	114	55
10011301 85160 OTHER EMPLOYEE BENEFITS	44	41	43	43	43
10011301 85161 VEBA	780	780	780	780	780
TOTAL PERSONNEL SERVICES	106,226	108,340	108,938	108,938	111,851
OPERATING EXPENSES					
-----					
10011301 85212 ELECTION COSTS	7,551	14,465	10,000	686	15,000
10011301 85245 PRINTING & BINDING SERVICES	105	105	300	250	300
10011301 85419 LEGAL NOTICES	14,914	26,167	20,500	20,500	15,500
10011301 85422 DUES & SUBSCRIPTIONS	240	4,058	240	255	255
10011301 85424 LICENSE & FEES	1,156	1,230	1,000	750	1,000
10011301 85428 TRAVEL & TRAINING	2,704	3,849	3,500	2,000	3,500
10011301 85490 OTHER EXPENDITURES	1,074	0	0	0	0
10011301 85505 OFFICE SUPPLIES	713	3,695	2,700	1,000	2,700
10011301 85540 MISC OPERATING EQUIPMENT	2,150	0	0	0	0
TOTAL OPERATING EXPENSES	30,607	53,569	38,240	25,441	38,255
TOTAL CITY CLERK	136,833	161,909	147,178	134,379	150,106

<b>Fund General</b>	<b>Department Summary</b>	<b>Finance</b>
<b>Fund Type General Government</b>	<b>Supervisor Finance Director</b>	<b>11401</b>

## Description

The Finance Department maintains all financial accounting systems and records, including cash receipts, receivables, payables, purchase orders, encumbrances, payroll and information technology functions. The Department is also responsible for developing and monitoring a system of internal controls. The Finance Department provides financial management and accounting services for all departments, divisions, funds and enterprises. It also provides direct services for the electric, water and sewer utilities by reading meters, disconnections, re-connections, billings and payments, collection of past due accounts and account transfers. The Finance Director also serves as the Treasurer for Community Redevelopment Authority (CRA), Business Improvement Boards (BIDs), and the Grand Island Facilities Corporation. Other responsibilities include managing the City's banking and investment activities, debt service review and analysis, development of the City's Official Statement, preparation of reports and work papers for the annual audit, Worker's Comp and Commercial Insurance management, Health Insurance oversight, pension plan administration, and primary responsibility for the preparation of the Annual Budget. The Information Technology Department functions as a division of the Finance Department and is separated in Internal Service 605 Fund.

## Budget Narrative

This budget provides for the maintenance of existing services, there will be a decrease of one FTE in the upcoming year.

## Personnel

Title	2016	2017	2018	Net Change	2019
Accountant	2	2	2	0	2
Accounting Clerk	6	6	6	0	6
Accounts Payable Clerk	1	1	1	0	1
Assistant Finance Director	1	1	1	0	1
Cashier	2	2	3	0	3
Customer Service Team Leader	1	1	1	0	1
Finance Director	1	1	1	0	1
Finance Operations Supervisor	1	1	1	0	1
Finance Secretary	1	1	0	0	0
Finance Temporary Worker/Intern	0.25	0.25	0.25	0	0.25
Meter Reader	5	5	5	0	5
Meter Reader Supervisor	1	1	1	0	1
Payroll Clerk	1	1	1	0	1
Payroll Specialist	1	1	1	0	1
Senior Accountant	0	0	0	0	0
Senior Accounting Clerk	3	3	3	-1	2
Senior Meter Reader	1	1	1	0	1
Utility Services Manager	0	0	0	0	0
<b>Totals:</b>	<b>28.25</b>	<b>28.25</b>	<b>28.25</b>	<b>-1</b>	<b>27.25</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
FINANCE					
-----					
PERSONNEL SERVICES					
-----					
10011401 85105 SALARIES - REGULAR	1,318,895	1,443,986	1,516,797	1,459,881	1,500,239
10011401 85110 SALARIES - OVERTIME	15,573	8,452	12,500	12,500	25,000
10011401 85115 F.I.C.A. PAYROLL TAXES	95,774	102,362	117,946	101,909	117,293
10011401 85120 HEALTH INSURANCE	357,981	339,217	276,018	240,000	281,376
10011401 85125 LIFE INSURANCE	2,174	2,419	2,409	2,716	2,721
10011401 85130 DISABILITY INSURANCE	2,293	2,646	3,083	3,247	3,886
10011401 85145 PENSION CONTRIBUTION	79,664	86,862	92,131	92,135	105,237
10011401 85150 WORKERS COMPENSATION	30,505	30,782	30,064	30,064	29,301
10011401 85160 OTHER EMPLOYEE BENEFITS	1,291	955	1,000	3,000	1,000
10011401 85161 VEBA	30,523	14,636	14,820	28,000	14,430
10011401 85165 UNEMPLOYMENT CONTRIBUTIONS	1,520	0	0	0	0
TOTAL PERSONNEL SERVICES	1,936,193	2,032,317	2,066,768	1,973,452	2,080,483
OPERATING EXPENSES					
-----					
10011401 85201 AUDITING & ACCOUNTING	22,735	22,000	30,000	24,000	30,500
10011401 85213 CONTRACT SERVICES	27,185	7,203	23,000	34,000	35,000
10011401 85245 PRINTING & BINDING SERVICES	1,692	625	4,550	1,000	2,000
10011401 85330 REPAIR & MAINT - OFF FURN &	2,930	0	2,500	0	2,500
10011401 85419 LEGAL NOTICES	1,457	1,406	3,000	1,500	2,000
10011401 85422 DUES & SUBSCRIPTIONS	896	480	1,500	565	2,000
10011401 85428 TRAVEL & TRAINING	12,660	10,281	10,000	1,500	12,000
10011401 85490 OTHER EXPENDITURES	2,610	115	4,200	2,000	4,200
10011401 85505 OFFICE SUPPLIES	10,426	9,078	9,000	10,557	15,000
10011401 85540 MISC OPERATING EQUIPMENT	2,916	0	2,500	2,500	2,500
TOTAL OPERATING EXPENSES	85,507	51,188	90,250	77,622	107,700
TOTAL FINANCE	2,021,700	2,083,505	2,157,018	2,051,074	2,188,183

<b>Fund General</b>	<b>Department Summary</b>	<b>Legal</b>
<b>Fund Type General Government</b>	<b>Supervisor City Attorney</b>	<b>11501</b>

## Description

The Legal Department provides legal advice to the Mayor, City Administrator, City Council, and Departments on City matters; represents the City in litigation; prosecutes ordinance violations; collects delinquent bills and tax assessments; reviews contracts; prepares ordinances, resolutions, and agreements; updates and publishes the City Code; negotiates major contracts; acts as liaison between the City and other public bodies; monitors and negotiates natural gas distribution rates; monitors legislative bills; attends all Council meetings, and advises on parliamentary procedure. Purchasing duties performed by the Legal Department include monitoring compliance with the procurement code and state statutes, processing purchase orders where appropriate, reviewing and processing contracts, bonds, and insurance certificates in connection with the City's purchases.

## Budget Narrative

### Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Attorney	1	1	1	0	1
City Attorney	1	1	1	0	1
Legal Secretary	1	1	1	0	1
<b>Totals:</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>3</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
LEGAL					
-----					
PERSONNEL SERVICES					
-----					
10011501 85105 SALARIES - REGULAR	253,730	260,241	279,494	257,428	276,880
10011501 85115 F.I.C.A. PAYROLL TAXES	18,365	18,412	20,669	18,037	20,413
10011501 85120 HEALTH INSURANCE	45,288	44,823	35,894	31,643	42,912
10011501 85125 LIFE INSURANCE	246	265	261	271	306
10011501 85130 DISABILITY INSURANCE	399	480	521	578	653
10011501 85145 PENSION CONTRIBUTION	15,224	15,615	16,770	15,446	20,765
10011501 85150 WORKERS COMPENSATION	387	405	410	410	277
10011501 85160 OTHER EMPLOYEE BENEFITS	115	514	104	172	104
10011501 85161 VEBA	12,718	2,296	2,340	1,968	2,340
TOTAL PERSONNEL SERVICES	346,472	343,051	356,463	325,953	364,650
OPERATING EXPENSES					
-----					
10011501 85213 CONTRACT SERVICES	0	1,763	1,000	464	1,000
10011501 85330 REPAIR & MAINT - OFF FURN &	749	0	1,000	0	1,000
10011501 85408 STOP CLASS EXPENSE	1,839	0	0	0	0
10011501 85422 DUES & SUBSCRIPTIONS	2,542	7,789	8,050	9,364	9,500
10011501 85425 BOOKS	1,000	292	650	503	650
10011501 85428 TRAVEL & TRAINING	5,684	1,087	7,750	4,071	7,750
10011501 85460 COURT COST	5,214	2,154	8,390	5,773	8,000
10011501 85490 OTHER EXPENDITURES	2,332	376	1,250	9,058	1,250
10011501 85505 OFFICE SUPPLIES	877	230	1,350	561	1,250
TOTAL OPERATING EXPENSES	20,237	13,691	29,440	29,794	30,400
TOTAL LEGAL	366,709	356,742	385,903	355,747	395,050

<b>Fund General</b>	<b>Department Summary</b>	<b>City Hall</b>
<b>Fund Type General Government</b>	<b>Supervisor Building Department Director</b>	<b>11601, 11701</b>

## Description

This fund provides for the maintenance and operation of Grand Island's City Hall facility. Along with providing a positive working environment for government offices, the facility also provides meeting space for additional governmental and civic organizations. The fund provides the resources to maintain and improve the current building and grounds in an acceptable manner and to protect the City's investment into the future.

## Budget Narrative

The proposed budget allows for the continued maintenance, operation, and improvements of the City Hall Facility.

## Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Maintenance Worker I	0	0	0	0	0
Maintenance Worker II	2	2	2	0	2
<b>Totals:</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>2</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
COMMUNITY PROJECTS					
-----					
OPERATING EXPENSES					
-----					
10011601 85505 OFFICE SUPPLIES	14	0	0	0	0
TOTAL OPERATING EXPENSES	14	0	0	0	0
TOTAL COMMUNITY PROJECTS	14	0	0	0	0

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
GRAND GENERATION CENTER					
-----					
OPERATING EXPENSES					
-----					
10011607 85213 CONTRACT SERVICES	28,643	22,548	85,000	30,000	85,000
TOTAL OPERATING EXPENSES	28,643	22,548	85,000	30,000	85,000
TOTAL GRAND GENERATION CENTER	28,643	22,548	85,000	30,000	85,000

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
CITY HALL					
-----					
PERSONNEL SERVICES					
-----					
10011701 85105 SALARIES - REGULAR	82,930	91,629	97,937	100,875	100,043
10011701 85110 SALARIES - OVERTIME	0	0	100	100	200
10011701 85115 F.I.C.A. PAYROLL TAXES	6,002	6,684	7,507	7,507	7,668
10011701 85120 HEALTH INSURANCE	15,057	11,382	11,082	11,082	12,744
10011701 85125 LIFE INSURANCE	165	167	165	165	193
10011701 85130 DISABILITY INSURANCE	150	169	197	197	256
10011701 85145 PENSION CONTRIBUTION	4,976	5,498	5,889	5,889	6,014
10011701 85150 WORKERS COMPENSATION	1,553	1,675	1,646	1,646	1,814
10011701 85160 OTHER EMPLOYEE BENEFITS	0	0	44	44	44
10011701 85161 VEBA	780	774	780	780	780
TOTAL PERSONNEL SERVICES	111,613	117,978	125,347	128,285	129,756
OPERATING EXPENSES					
-----					
10011701 85305 UTILITY SERVICES	76,910	82,023	77,000	75,000	80,000
10011701 85317 NATURAL GAS	6,610	7,832	13,000	10,000	13,000
10011701 85319 REPAIR & MAIN-LD IMP/IRRIGA	13,831	6,760	30,000	20,000	30,000
10011701 85324 REPAIR & MAINT - BUILDING	70,727	37,292	90,000	40,000	70,000
10011701 85325 REPAIR & MAINT - MACH & EQU	14,160	23,582	30,000	30,000	30,000
10011701 85330 REPAIR & MAINT - OFF FURN &	83	650	500	500	500
10011701 85335 REPAIR & MAINT - VEHICLES	1,914	2,860	2,000	2,000	2,000
10011701 85350 SANITATION SERVICE	449	459	1,000	1,000	1,000
10011701 85428 TRAVEL & TRAINING	0	0	150	150	150
10011701 85490 OTHER EXPENDITURES	0	65	200	200	200
10011701 85505 OFFICE SUPPLIES	230	197	270	270	300
10011701 85510 CLEANING SUPPLIES	8,009	7,719	8,000	8,000	8,000
10011701 85540 MISC OPERATING EQUIPMENT	78	5,851	12,000	6,000	12,000
10011701 85590 OTHER GENERAL SUPPLIES	413	1,053	3,084	3,000	3,000
TOTAL OPERATING EXPENSES	193,414	176,343	267,204	196,120	250,150
CAPITAL OUTLAY					
-----					
10011701 85612 BUILDING IMPROVEMENTS	0	38,489	0	0	0
TOTAL CAPITAL OUTLAY	0	38,489	0	0	0
TOTAL CITY HALL	305,027	332,810	392,551	324,405	379,906

<b>Fund General</b>	<b>Department Summary</b>	<b>Human Resources</b>
<b>Fund Type General Government</b>	<b>Supervisor Human Resources Director</b>	<b>11801</b>

## Description

The Human Resources Department is responsible for all aspects of human resource management for the City's 500+ employees. A summary of responsibilities include:

Workforce Planning and Employment - Recruitment and selection of all full time, part time, seasonal and temporary positions, Civil Service coordination, onboarding facilitation.

Employee and Labor Relations - Manage relations with the four labor unions, negotiations of seven labor contracts, employee grievances, disciplinary actions, appeals, legal compliance.

Compensation and Benefits - Coordination of compensation reviews, salary arrays, salary ordinance, administration of benefit plans including; cafeteria, dental, disability, EAP, FMLA, pension, health, life, supplemental, VEBA, vision, wellness.

Employee Development - Training, performance appraisals, job classification, position descriptions.

Risk Management - Workers' compensation, liability claims, support City Safety Committee.

## Budget Narrative

The Human Resources Department's budget reflects the costs associated for performing the functions referred to in the above description. Examples of costs include wage and benefit studies, contract services, testing materials, post-offer screens, drug and alcohol tests, advertising, legal notices, software licenses, training, membership dues, office supplies. The City will negotiate two labor contracts in the 2018-2019 budget year along with an array for the non-union group. Recruiting will remain active as employees continue to transition to retirement.

## Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Human Resources Benefit & Risk Mgmt Coordinator	1	1	1	0	1
Human Resources Director	1	1	1	0	1
Human Resources Recruiter	1	1	1	0	1
Human Resources Specialist	1	1	1	0	1
<b>Totals:</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>4</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
HUMAN RESOURCES					
-----					
PERSONNEL SERVICES					
-----					
10011801 85105 SALARIES - REGULAR	280,311	299,869	318,562	318,562	327,744
10011801 85110 SALARIES - OVERTIME	2,475	736	2,750	2,000	4,000
10011801 85115 F.I.C.A. PAYROLL TAXES	20,491	21,239	24,791	24,791	25,485
10011801 85120 HEALTH INSURANCE	68,658	54,173	47,158	47,158	26,788
10011801 85125 LIFE INSURANCE	348	349	348	348	408
10011801 85130 DISABILITY INSURANCE	509	554	647	647	845
10011801 85145 PENSION CONTRIBUTION	16,967	18,037	19,443	19,443	24,987
10011801 85150 WORKERS COMPENSATION	412	410	415	415	1,423
10011801 85160 OTHER EMPLOYEE BENEFITS	215	1,405	250	250	250
10011801 85161 VEBA	3,120	3,085	3,120	3,120	3,120
TOTAL PERSONNEL SERVICES	393,506	399,857	417,484	416,734	415,050
OPERATING EXPENSES					
-----					
10011801 85207 CONSULTING SERVICES	37,483	12,768	17,000	22,000	22,000
10011801 85213 CONTRACT SERVICES	89,698	27,307	59,652	50,000	61,500
10011801 85241 COMPUTER SERVICES	0	0	14,498	15,000	16,500
10011801 85290 OTHER PROFESSIONAL & TECH	0	0	500	500	750
10011801 85416 ADVERTISING	16,195	3,124	25,000	20,000	25,000
10011801 85419 LEGAL NOTICES	470	200	500	500	850
10011801 85422 DUES & SUBSCRIPTIONS	911	427	1,700	1,700	2,000
10011801 85428 TRAVEL & TRAINING	3,554	5,008	5,532	5,532	7,500
10011801 85505 OFFICE SUPPLIES	2,075	2,206	3,252	3,252	5,000
10011801 85540 MISC OPERATING EQUIPMENT	6,551	6,918	6,500	6,000	6,500
TOTAL OPERATING EXPENSES	156,937	57,958	134,134	124,484	147,600
TOTAL HUMAN RESOURCES	550,443	457,815	551,618	541,218	562,650

<b>Fund General</b>	<b>Department Summary</b>	<b>Building Inspection</b>
<b>Fund Type Public Safety</b>	<b>Supervisor Building Department Director</b>	<b>22001</b>

## Description

The Department is responsible for uniformly administering, enforcing and regulating building, zoning and construction laws and regulations adopted by City, State and Federal governments within the City of Grand Island and the two mile extra territorial area. The codes enforced by the Department include building, electrical, plumbing, mechanical, minimum housing, zoning ordinance, flood plain, state accessibility, subdivision regulations, sign regulations, sewer taps and caps, utility connections and mobile home parks ordinance. The Department is also charged with maintaining all departmental records such as records of inspections and permits, certificates of occupancy and ordinance violation correspondence.

## Budget Narrative

The proposed budget provides funds for enforcement of City codes within the jurisdictional area of approximately 101 square miles.

## Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Admin Assist-Bldg	1.35	1.35	1.35	0	1.35
Building Department Director	1	1	1	0	1
Building Inspector	2	2	2	0	2
Electrical Inspector	2	2	2	0	2
Plans Examiner	1	1	1	0	1
Plumbing Inspector	2	2	2	0	2
<b>Totals:</b>	<b>9.35</b>	<b>9.35</b>	<b>9.35</b>	<b>0</b>	<b>9.35</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
BUILDING INSPECTION					
-----					
PERSONNEL SERVICES					
-----					
10022001 85105 SALARIES - REGULAR	593,086	615,461	604,343	604,343	635,472
10022001 85115 F.I.C.A. PAYROLL TAXES	43,021	44,479	46,232	46,232	48,614
10022001 85120 HEALTH INSURANCE	136,552	120,471	121,071	121,071	113,428
10022001 85125 LIFE INSURANCE	790	749	792	792	792
10022001 85130 DISABILITY INSURANCE	1,061	1,042	1,187	1,187	1,187
10022001 85145 PENSION CONTRIBUTION	35,067	36,070	35,595	35,595	39,246
10022001 85150 WORKERS COMPENSATION	17,009	17,807	16,802	16,802	13,896
10022001 85160 OTHER EMPLOYEE BENEFITS	383	333	404	404	404
10022001 85161 VEBA	3,935	23,207	3,939	3,939	3,939
TOTAL PERSONNEL SERVICES	830,904	859,619	830,365	830,365	856,978
OPERATING EXPENSES					
-----					
10022001 85213 CONTRACT SERVICES	3,681	19,181	40,000	10,000	30,000
10022001 85241 COMPUTER SERVICES	5,773	5,773	5,950	5,950	6,000
10022001 85245 PRINTING & BINDING SERVICES	728	1,578	1,000	1,000	1,000
10022001 85330 REPAIR & MAINT - OFF FURN &	0	837	1,000	1,000	1,000
10022001 85335 REPAIR & MAINT - VEHICLES	8,255	8,035	12,000	10,000	12,000
10022001 85422 DUES & SUBSCRIPTIONS	2,210	450	3,000	2,500	3,000
10022001 85428 TRAVEL & TRAINING	685	1,565	2,000	2,000	2,000
10022001 85490 OTHER EXPENDITURES	2,307	3,568	3,500	5,000	4,500
10022001 85505 OFFICE SUPPLIES	3,244	4,424	5,400	5,400	5,000
10022001 85540 MISC OPERATING EQUIPMENT	4,257	399	1,500	1,500	1,500
TOTAL OPERATING EXPENSES	31,140	45,810	75,350	44,350	66,000
TOTAL BUILDING INSPECTION	862,044	905,429	905,715	874,715	922,978

<b>Fund General</b>	<b>Department Summary</b>	<b>Fire-Emergency Medical Services</b>
<b>Fund Type Public Safety</b>	<b>Supervisor Fire Chief</b>	<b>22101</b>

## Description

The Grand Island Fire Department (GIFD) is an all-hazards, life safety agency protecting the more than 50,000 people who live, work and play in our city. In addition to the residents of Grand Island, GIFD has a contract with Hall County to provide EMS response for those areas outside the city limits of Grand Island.

The GIFD emergency responders protect life, property and the environment through their direct involvement in fire prevention, firefighting, emergency medical care, technical rescue, hazardous materials mitigation, disaster response, public education and community service.

We deliver this variety of emergency services through our most valuable resource, our emergency responders. These responders are committed to professionalism. They display this professionalism by being highly trained and by being physically capable of meeting the rigorous physical demands that emergencies deliver.

We realize that the best response to a disaster is to prevent it before it happens. The GIFD is very aggressive in preventing fires and other emergencies. Our prevention efforts include construction plan reviews, new and existing building inspections, a smoke alarm program, and a public education program that targets segments of our community that are most at risk (children and the elderly).

## Budget Narrative

### Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Administrative Assistant	1	1	1	0	1
Fire Captain	12	12	12	0	12
Fire Chief	1	1	1	0	1
Fire Division Chiefs	3	3	3	0	3
Firefighter / EMT	21	21	21	0	21
Firefighter / Paramedic	27	27	27	0	27
Life Safety Inspector	2	2	2	0	2
Shift Commander	3	3	3	0	3
<b>Totals:</b>	<b>70</b>	<b>70</b>	<b>70</b>	<b>0</b>	<b>70</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
FIRE					
-----					
PERSONNEL SERVICES					
-----					
10022101 85105 SALARIES - REGULAR	4,610,924	4,741,692	4,897,558	4,897,558	4,916,792
10022101 85110 SALARIES - OVERTIME	240,457	344,695	113,000	260,000	220,000
10022101 85115 F.I.C.A. PAYROLL TAXES	71,557	73,604	75,309	75,309	83,364
10022101 85120 HEALTH INSURANCE	1,018,761	994,632	813,184	813,184	749,675
10022101 85125 LIFE INSURANCE	5,975	5,939	6,045	6,045	7,041
10022101 85130 DISABILITY INSURANCE	781	927	1,587	1,587	2,058
10022101 85140 CLOTHING ALLOWANCE	38,708	34,097	39,366	39,366	36,106
10022101 85145 PENSION CONTRIBUTION	9,565	9,536	10,000	10,000	3,691
10022101 85147 FIRE PENSION	554,288	570,927	601,131	601,131	601,107
10022101 85150 WORKERS COMPENSATION	329,019	336,166	314,775	314,775	285,000
10022101 85160 OTHER EMPLOYEE BENEFITS	9,825	8,026	14,000	14,000	14,000
10022101 85161 VEBA	96,910	47,928	50,416	50,416	50,416
TOTAL PERSONNEL SERVICES	6,986,770	7,168,169	6,936,371	7,083,371	6,969,250
OPERATING EXPENSES					
-----					
10022101 85205 MEDICAL DIRECTOR CONTRACTS	23,000	27,326	23,000	23,000	23,000
10022101 85207 EQUIP SERVICE CONTRACTS	15,805	11,955	14,300	14,300	21,300
10022101 85213 CONTRACT SERVICES	0	0	0	3,500	3,500
10022101 85220 AMBULANCE BILLING FEES	45,280	47,235	48,000	48,000	48,000
10022101 85241 COMPUTER SERVICES	29,515	32,251	29,718	29,718	36,000
10022101 85245 PRINTING & BINDING SERVICES	190	332	500	500	500
10022101 85291 PUBLIC EDUCATION MATERIALS	879	1,495	1,500	1,500	2,000
10022101 85305 UTILITY SERVICES	46,089	51,477	50,000	52,000	55,000
10022101 85317 NATURAL GAS	11,933	13,062	19,000	17,700	19,000
10022101 85324 REPAIR & MAINT - BUILDING	24,898	23,324	26,000	25,500	28,000
10022101 85325 REPAIR & MAINT - MACH & EQU	27,565	17,307	26,000	25,500	26,000
10022101 85330 REPAIR & MAINT - OFF FURN &	1,049	614	2,000	1,000	2,000
10022101 85335 REPAIR & MAINT - VEHICLES	81,616	67,339	72,000	77,000	80,000
10022101 85350 SANITATION SERVICE	903	1,070	1,300	1,300	1,300
10022101 85405 INSURANCE PREMIUMS	13,418	13,780	13,418	13,418	13,418
10022101 85410 TELEPHONE	1,296	1,829	1,600	1,600	1,840
10022101 85413 POSTAGE	191	92	100	100	100
10022101 85416 ADVERTISING	31	253	500	50	500
10022101 85422 DUES & SUBSCRIPTIONS	2,897	2,946	2,375	3,975	5,000
10022101 85425 BOOKS	4,810	174	3,000	1,500	3,000
10022101 85428 TRAVEL & TRAINING	24,476	33,324	32,500	27,500	32,500
10022101 85490 OTHER EXPENDITURES	413	297	1,000	500	1,000
10022101 85505 OFFICE SUPPLIES	1,777	3,474	3,600	3,100	13,000

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
10022101 85510 CLEANING SUPPLIES	5,102	3,015	5,000	4,900	5,000
10022101 85515 GASOLINE	7,276	7,705	11,500	9,500	11,500
10022101 85520 DIESEL FUEL	23,265	30,845	38,000	36,000	38,000
10022101 85535 CHEMICAL SUPPLIES	3,640	1,940	4,000	2,000	4,000
10022101 85540 MISC OPERATING EQUIPMENT	59,849	60,737	52,500	47,500	55,000
10022101 85546 HOSE	2,062	474	1,000	1,000	1,000
10022101 85548 PROTECTIVE CLOTHING	44,820	17,380	17,000	17,000	44,000
10022101 85590 OTHER GENERAL SUPPLIES	2,500	309	2,500	2,500	2,500
10022101 85591 AMBULANCE SUPPLIES	82,571	60,229	76,250	76,250	90,000
10022101 85599 AMBULANCE REFUNDS	30,380	32,891	25,000	35,000	25,000
TOTAL OPERATING EXPENSES	619,496	566,481	604,161	603,911	691,958
DEBT SERVICE					
-----					
10022101 85716 INTEREST EXPENSE	0	13,429	26,982	26,982	21,494
10022101 85719 LOAN PRINCIPAL EXPENSE	0	0	193,842	193,842	193,842
TOTAL DEBT SERVICE	0	13,429	220,824	220,824	215,336
CAPITAL OUTLAY					
-----					
10022101 85608 LAND IMPROVEMENTS	15,160	632,972	19,000	19,000	0
10022101 85612 BUILDING IMPROVEMENTS	0	4,400	25,000	25,000	0
10022101 85615 MACHINERY AND EQUIPMENT	41,341	264,281	54,545	54,545	0
10022101 85625 VEHICLES	0	969,208	286,000	286,000	0
TOTAL CAPITAL OUTLAY	56,501	1,870,861	384,545	384,545	0
TOTAL FIRE	7,662,767	9,618,940	8,145,901	8,292,651	7,876,544

<b>Fund General</b>	<b>Department Summary</b>	<b>Police</b>
<b>Fund Type Public Safety</b>	<b>Supervisor Chief of Police</b>	<b>22301, 22302, 22304</b>

## Description

The Police Department provides public safety services to all citizens and people in Grand Island. Examples of services include responding to calls for service, emergency responses to major crimes and serious incidents; accident investigation; traffic safety enforcement; investigation and apprehension of criminals and violators and enforcement of some municipal codes. The Department is fully implemented into the strategic policing model that was started back in 2013 after the ICMA study. The Department participates in community based programs such as School Resource Officers and a Crime Prevention Unit. The Department participates in a regional drug and safe streets task force with Federal, State, and other local agencies which target drug dealers and violent criminals. The Department also includes a Victim Assistance Unit, a Code Compliance Unit, a Crime Analyst, and a Cyber Crimes Investigator. We have a Housing Authority Officer who works closely with the Hall County Housing Authority to provide police services to over 1,000 residents. We also provide on-duty officers to assist with out-going flight passenger screening at the Central Nebraska Regional Airport.

The Department consists of three different Divisions: Patrol, Administration, and Criminal Investigation and each division has personnel that are additionally assigned to various ancillary units, such as K9, Gang, Tactical Response Team, and a cadre of trained instructors to help fulfill out mission.

## Budget Narrative

### Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Community Service Officers-Police Department	6.5088	6.5088	5.5053	0	5.5053
Crime Analysis	1	1	1	0	1
Custodian	1.25	1.25	1.25	0	1.25
Evidence Technician	2	2	2	0	2
Maintenance Worker II	1	1	1	0	1
Office Manager-Police Department	1	1	1	0	1
Police Captain	3	3	3	0	3
Police Chief	1	1	1	0	1
Police Officer	69	69	67	0	67
Police Records Clerk	7	7	7	0	7
Police Sergeant	14	14	14	0	14
School Crossing Guards	0	0	0	0	0
Victim Assistance Unit Coordinator	1	1	1	0	1
Victim Witness Advocate	0.2	0.2	0.2	0	0.2
<b>Totals:</b>	<b>107.9588</b>	<b>107.9588</b>	<b>104.9553</b>	<b>0</b>	<b>104.9553</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
POLICE					
-----					
PERSONNEL SERVICES					
-----					
10022301 85105 SALARIES - REGULAR	6,186,717	6,431,680	6,897,331	6,897,331	6,921,016
10022301 85110 SALARIES - OVERTIME	261,741	311,802	189,510	300,000	320,000
10022301 85115 F.I.C.A. PAYROLL TAXES	472,072	490,226	551,378	551,929	556,759
10022301 85120 HEALTH INSURANCE	1,285,486	1,183,617	932,458	933,390	921,223
10022301 85125 LIFE INSURANCE	8,489	8,798	8,623	17,246	10,073
10022301 85130 DISABILITY INSURANCE	10,887	11,654	14,085	28,170	17,975
10022301 85140 CLOTHING ALLOWANCE	54,383	60,156	60,000	60,000	56,756
10022301 85145 PENSION CONTRIBUTION	38,863	42,970	45,000	45,000	79,208
10022301 85146 POLICE PENSION	404,041	420,649	452,244	452,244	420,310
10022301 85150 WORKERS COMPENSATION	197,117	199,209	200,508	200,508	205,041
10022301 85160 OTHER EMPLOYEE BENEFITS	3,632	2,850	8,787	8,787	9,137
10022301 85161 VEBA	40,525	10,878	10,296	10,296	10,296
TOTAL PERSONNEL SERVICES	8,963,953	9,174,489	9,370,220	9,504,901	9,527,794
OPERATING EXPENSES					
-----					
10022301 85213 CONTRACT SERVICES	123,206	128,692	120,000	120,000	124,800
10022301 85214 HUMANE SOCIETY CONTRACT	360,000	0	0	0	0
10022301 85290 OTHER PROFESSIONAL & TECH	42,927	27,201	45,000	45,000	45,000
10022301 85305 UTILITY SERVICES	6,345	5,938	6,000	6,000	6,000
10022301 85317 NATURAL GAS	532	555	1,000	1,000	1,000
10022301 85324 REPAIR & MAINT - BUILDING	1,402	904	2,000	2,000	2,000
10022301 85325 REPAIR & MAINT - MACH & EQU	3,190	3,170	3,000	3,000	6,000
10022301 85330 REPAIR & MAINT - OFF FURN &	4,675	1,801	3,000	3,000	0
10022301 85335 REPAIR & MAINT - VEHICLES	175,661	137,142	148,400	140,000	148,400
10022301 85390 TOWING EXPENSES	88,029	83,796	93,150	93,150	93,150
10022301 85405 INSURANCE PREMIUMS	14,797	9,626	14,800	14,800	14,800
10022301 85410 TELEPHONE	944	0	0	0	0
10022301 85412 CITY MATCH	25,000	25,000	29,700	26,000	29,700
10022301 85419 LEGAL NOTICES	314	289	400	572	400
10022301 85422 DUES & SUBSCRIPTIONS	4,267	1,845	2,200	2,200	2,200
10022301 85428 TRAVEL & TRAINING	46,893	40,958	44,000	44,000	44,000
10022301 85453 CASH OVER & SHORT	-56	0	0	0	0
10022301 85463 INVESTIGATIVE EXPENSE	41,880	32,078	35,000	35,000	35,000
10022301 85464 CRIME PREVENTION	1,000	999	1,000	1,000	1,000
10022301 85490 OTHER EXPENDITURES	41,004	3,182	7,000	7,000	7,000

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
10022301 85505 OFFICE SUPPLIES	19,862	16,153	13,000	13,000	13,000
10022301 85515 GASOLINE	101,618	106,053	150,500	150,500	150,500
10022301 85520 DIESEL FUEL	118	0	0	0	0
10022301 85540 MISC OPERATING EQUIPMENT	154,863	129,889	151,500	151,500	181,500
10022301 85545 MATERIALS - TESTING	3,513	2,135	2,500	2,500	2,500
10022301 85546 PROTECTIVE VESTS/UNIFORMS	4,741	7,019	8,000	8,000	8,000
10022301 85550 AMMO AND TRAINING SUPPLIES	21,128	18,467	20,000	20,000	20,000
10022301 85590 OTHER GENERAL SUPPLIES	37,320	27,364	30,000	30,000	0
TOTAL OPERATING EXPENSES	1,325,173	810,256	931,150	919,222	935,950
CAPITAL OUTLAY					
-----					
10022301 85625 VEHICLES	265,985	136,894	118,000	118,000	0
TOTAL CAPITAL OUTLAY	265,985	136,894	118,000	118,000	0
TOTAL POLICE	10,555,111	10,121,639	10,419,370	10,542,123	10,463,744

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
LAW ENFORCEMENT CENTER					
-----					
PERSONNEL SERVICES					
-----					
10022302 85105 SALARIES - REGULAR	72,454	59,717	76,994	67,994	81,765
10022302 85110 SALARIES - OVERTIME	640	542	250	1,200	500
10022302 85115 F.I.C.A. PAYROLL TAXES	5,213	4,310	5,928	5,928	6,293
10022302 85120 HEALTH INSURANCE	14,010	16,195	15,780	15,780	16,524
10022302 85125 LIFE INSURANCE	87	75	87	87	102
10022302 85130 DISABILITY INSURANCE	86	56	69	69	69
10022302 85145 PENSION CONTRIBUTION	2,869	2,205	2,287	2,287	2,507
10022302 85150 WORKERS COMPENSATION	3,140	3,200	97	97	222
10022302 85160 OTHER EMPLOYEE BENEFITS	0	0	120	120	124
10022302 85161 HRA-VEBA	390	315	390	390	390
TOTAL PERSONNEL SERVICES	98,889	86,615	102,002	93,952	108,496
OPERATING EXPENSES					
-----					
10022302 85229 CONTRACT MAINTENANCE SERVIC	37,608	56,321	35,000	70,000	70,000
10022302 85305 UTILITY SERVICES	116,685	112,919	120,000	120,000	120,000
10022302 85505 OFFICE SUPPLIES	5,650	3,832	2,700	7,000	7,000
10022302 85506 PAPER	3,525	3,419	3,000	2,500	3,000
10022302 85590 CUSTODIAL SUPPLIES	18,919	14,181	15,000	15,000	15,000
TOTAL OPERATING EXPENSES	182,387	190,672	175,700	214,500	215,000
TOTAL LAW ENFORCEMENT CENTER	281,276	277,287	277,702	308,452	323,496

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
POLICE GRANT					
-----					
PERSONNEL SERVICES					
-----					
10022304 85110 SALARIES - OVERTIME	29,390	19,986	12,500	16,000	12,500
10022304 85115 F.I.C.A. PAYROLL TAXES	2,134	1,453	1,858	2,378	1,858
10022304 85120 HEALTH INSURANCE	5,002	3,100	4,000	4,000	4,000
10022304 85125 LIFE INSURANCE	36	28	62	62	62
10022304 85145 PENSION CONTRIBUTION	12	0	0	0	0
10022304 85146 POLICE PENSION	2,022	1,399	2,500	3,200	2,500
10022304 85150 WORKERS COMPENSATION	1,041	94	94	94	94
10022304 85161 HRA-VEBA	1	0	0	0	0
TOTAL PERSONNEL SERVICES	39,638	26,060	21,014	25,734	21,014
TOTAL POLICE GRANT	39,638	26,060	21,014	25,734	21,014

<b>Fund General</b>	<b>Department Summary</b>	<b>Emergency Management</b>
<b>Fund Type Public Safety</b>	<b>Supervisor Emergency Management Director</b>	<b>22601, 22604, 22605</b>

## Description

The Emergency Management and Communications Department is established by Interlocal Agreement and costs and revenues are shared 50/50 between the City of Grand Island and Hall County. This budget funds all emergency management activities and the majority of 911 PSAP (Public Safety Answering Point) expenses.

## Budget Narrative

This budget provides for the maintenance of existing programs, no increases in FTE.

## Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Emergency Management Coordinator	1	1	1	0	1
Emergency Management Deputy Director	1	1	1	0	1
Emergency Management Director	1	1	1	0	1
Public Safety Dispatcher	11	11	10.25	0	10.25
Senior Public Safety Dispatcher	3	3	3	0	3
Telecommunicator/EMD	0	0	0	0	0
<b>Totals:</b>	<b>17</b>	<b>17</b>	<b>16.25</b>	<b>0</b>	<b>16.25</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
EMERGENCY MANAGEMENT					
-----					
PERSONNEL SERVICES					
-----					
10022601 85105 SALARIES - REGULAR	235,023	248,628	261,114	261,114	269,521
10022601 85110 SALARIES - OVERTIME	535	221	700	0	700
10022601 85115 F.I.C.A. PAYROLL TAXES	16,890	17,475	20,029	20,029	20,671
10022601 85120 HEALTH INSURANCE	50,075	52,855	41,617	41,617	22,080
10022601 85125 LIFE INSURANCE	261	266	261	261	306
10022601 85130 DISABILITY INSURANCE	427	459	524	524	683
10022601 85145 PENSION CONTRIBUTION	14,134	14,931	15,709	15,709	19,333
10022601 85150 WORKERS COMPENSATION	321	333	332	332	584
10022601 85160 OTHER EMPLOYEE BENEFITS	320	265	300	300	300
10022601 85161 VEBA	1,950	1,939	1,950	1,950	1,950
TOTAL PERSONNEL SERVICES	319,936	337,372	342,536	341,836	336,128
OPERATING EXPENSES					
-----					
10022601 85213 CONTRACT SERVICES	10,329	9,145	13,200	13,200	15,000
10022601 85241 COMPUTER SERVICES	7,980	7,980	42,065	42,065	37,000
10022601 85290 COMMUNICATIONS SERVICES	3,555	2,010	3,600	3,600	5,000
10022601 85305 UTILITY SERVICES	4,724	6,406	6,700	6,700	6,700
10022601 85325 REPAIR & MAINT - MACH & EQU	2,248	3,470	3,400	3,400	4,000
10022601 85330 REPAIR & MAINT - OFF FURN &	0	0	1,000	1,000	1,000
10022601 85335 REPAIR & MAINT - VEHICLES	1,258	2,432	4,000	3,000	3,000
10022601 85405 INSURANCE PREMIUMS	2,300	2,200	2,300	2,300	2,300
10022601 85413 POSTAGE	382	293	400	300	400
10022601 85422 DUES & SUBSCRIPTIONS	592	705	700	700	750
10022601 85428 TRAVEL & TRAINING	3,237	2,650	3,500	3,000	3,000
10022601 85490 OTHER EXPENDITURES	77	132	200	200	200
10022601 85505 OFFICE SUPPLIES	766	1,201	1,000	1,000	1,000
10022601 85539 MISC OPERATING EQUIPMENT	1,494	211	4,000	4,000	4,000
10022601 85544 PLANNING	6,083	264	4,000	2,000	4,000
10022601 85590 SUPPLIES	0	22	100	100	100
TOTAL OPERATING EXPENSES	45,025	39,121	90,165	86,565	87,450

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
CAPITAL OUTLAY					
-----					
10022601 85615 MACHINERY AND EQUIPMENT	63,688	38,105	32,696	69,696	0
TOTAL CAPITAL OUTLAY	63,688	38,105	32,696	69,696	0
TOTAL EMERGENCY MANAGEMENT	428,649	414,598	465,397	498,097	423,578

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
LOCAL EMERGENCY PLANNING					
-----					
OPERATING EXPENSES					
-----					
10022604 85416 ADVERTISING	61	81	100	100	110
10022604 85448 CITIZENS CORP EXPS	604	0	0	0	0
10022604 85475 LOCAL EMERGENCY PLANNING CO	1,561	1,272	5,500	5,500	5,500
TOTAL OPERATING EXPENSES	2,226	1,353	5,600	5,600	5,610
TOTAL LOCAL EMERGENCY PLANNING	2,226	1,353	5,600	5,600	5,610

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
COMMUNICATION					
-----					
PERSONNEL SERVICES					
-----					
10022605 85105 SALARIES - REGULAR	635,033	653,643	638,436	638,436	658,956
10022605 85110 SALARIES - OVERTIME	29,990	33,626	28,393	28,393	33,125
10022605 85115 F.I.C.A. PAYROLL TAXES	47,233	48,133	54,137	54,137	56,376
10022605 85120 HEALTH INSURANCE	152,362	143,352	125,330	125,330	131,460
10022605 85125 LIFE INSURANCE	1,085	1,120	1,182	1,182	1,362
10022605 85130 DISABILITY INSURANCE	1,131	1,182	1,415	1,415	1,882
10022605 85145 PENSION CONTRIBUTION	39,901	41,236	42,464	42,464	46,886
10022605 85150 WORKERS COMPENSATION	909	930	933	933	1,178
10022605 85160 OTHER EMPLOYEE BENEFITS	387	425	784	784	784
10022605 85161 VEBA	6,240	6,266	6,630	6,630	6,630
TOTAL PERSONNEL SERVICES	914,271	929,913	899,704	899,704	938,639
OPERATING EXPENSES					
-----					
10022605 85213 CONTRACT SERVICES	2,193	2,832	2,900	2,900	2,900
10022605 85245 PRINTING & BINDING SERVICES	0	0	200	200	200
10022605 85290 OTHER PROFESSIONAL & TECH	97	0	0	0	0
10022605 85325 REPAIR & MAINT - MACH & EQU	0	128	3,800	3,800	2,000
10022605 85405 INSURANCE PREMIUMS	0	0	0	0	-1
10022605 85410 TELEPHONE	3,355	3,752	4,000	4,000	4,000
10022605 85428 TRAVEL & TRAINING	0	0	0	10	0
10022605 85490 OTHER EXPENDITURES	174	75	100	100	100
10022605 85505 OFFICE SUPPLIES	770	235	400	400	400
10022605 85590 OTHER GENERAL SUPPLIES	0	0	100	200	100
TOTAL OPERATING EXPENSES	6,589	7,022	11,500	11,610	9,699
CAPITAL OUTLAY					
-----					
10022605 85615 MACHINERY AND EQUIPMENT	22,543	48,491	27,000	27,000	0
TOTAL CAPITAL OUTLAY	22,543	48,491	27,000	27,000	0
TOTAL COMMUNICATION	943,403	985,426	938,204	938,314	948,338

<b>Fund General</b>	<b>Department Summary</b>	<b>Engineering</b>
<b>Fund Type Public Works</b>	<b>Supervisor Public Works Director</b>	<b>33001</b>

## Description

The Engineering Division of the Public Works Department provides engineering services for Solid Waste, Streets, and Wastewater Divisions as well as other City Departments and the Downtown Parking Districts. The Division provides design engineering services for sidewalks, streets, sanitary sewer, storm water drainage, and trails; construction project management; right-of-way management; storm water management; subdivision review; surveying; and traffic engineering.

## Budget Narrative

The Division will provide a combination of planning, coordination, district creation, design, right-of-way acquisition, construction management and project inspection services for projects including: the annual resurfacing and curb ramp projects, S Front Street over Sycamore Street Underpass, Moores Creek Drain Extension, Old Potash; Claude Road to Webb Road, Highway 30 Realignment, and Five Points Intersection Improvements; project management for various Wastewater improvements, as well as design and management of various other small projects that occur during the successive year.

## Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Assistant PW Director/Mngr of Engineering Services	1	1	1	0	1
CADD Operator	1	1	1	0	1
Engineering I PW	1	1	1	0	1
Engineering Technician-Public Works	2	2	2	0	2
GIS Coordinator - PW	1	1	1	0	1
Public Works Engineer	1	1	0	0	0
Seasonal Worker	0.75	0.75	0.75	0	0.75
Stormwater Technician	1	1	0	0	0
<b>Totals:</b>	<b>8.75</b>	<b>8.75</b>	<b>6.75</b>	<b>0</b>	<b>6.75</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
ENGINEERING					
-----					
PERSONNEL SERVICES					
-----					
10033001 85105 SALARIES - REGULAR	573,789	458,432	479,491	440,000	475,135
10033001 85110 SALARIES - OVERTIME	16,389	9,068	2,513	5,000	5,000
10033001 85115 F.I.C.A. PAYROLL TAXES	43,182	34,313	37,064	32,000	35,000
10033001 85120 HEALTH INSURANCE	109,532	61,511	67,272	63,500	76,812
10033001 85125 LIFE INSURANCE	630	489	522	550	612
10033001 85130 DISABILITY INSURANCE	994	763	968	1,050	1,280
10033001 85145 PENSION CONTRIBUTION	35,089	28,050	27,722	26,300	33,361
10033001 85150 WORKERS COMPENSATION	2,154	2,291	1,763	1,763	1,771
10033001 85160 OTHER EMPLOYEE BENEFITS	530	885	364	550	364
10033001 85161VEBA	13,699	3,264	3,120	3,300	3,510
TOTAL PERSONNEL SERVICES	795,988	599,066	620,799	574,013	632,845
OPERATING EXPENSES					
-----					
10033001 85213 CONTRACT SERVICES	27,797	4,104	25,000	25,000	28,500
10033001 85241 COMPUTER SERVICES	82,876	84,664	100,000	100,000	100,000
10033001 85325 REPAIR & MAINT - MACH & EQU	3,340	3,774	3,500	3,500	3,499
10033001 85335 REPAIR & MAINT - VEHICLES	7,008	7,516	8,500	7,500	8,500
10033001 85405 INSURANCE PREMIUMS	0	0	0	0	0
10033001 85410 TELEPHONE	503	702	500	500	500
10033001 85416 ADVERTISING	1,670	1,075	1,000	500	1,000
10033001 85419 LEGAL NOTICES	957	578	900	1,000	1,000
10033001 85422 DUES & SUBSCRIPTIONS	100	300	500	500	500
10033001 85424 LICENSE & FEES	462	1,270	1,350	1,300	1,300
10033001 85428 TRAVEL & TRAINING	1,729	3,296	10,000	7,500	10,000
10033001 85505 OFFICE SUPPLIES	3,474	3,254	4,000	4,000	4,000
10033001 85540 MISC OPERATING EQUIPMENT	7,493	7,695	10,000	7,500	10,000
10033001 85590 OTHER GENERAL SUPPLIES	48	0	0	0	0
TOTAL OPERATING EXPENSES	137,457	118,228	165,250	158,800	168,799
TOTAL ENGINEERING	933,445	717,294	786,049	732,813	801,644

<b>Fund General</b>	<b>Department Summary</b>	<b>Administration</b>
<b>Fund Type Public Works</b>	<b>Supervisor Public Works Director</b>	<b>33002</b>

## Description

Provides for the administration and management of the Public Works Department.

## Budget Narrative

The Division provides administration, planning, support, and management for the Public Works Department, and develops and leads department initiatives such as the Capital Improvement Program.

## Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Administrative Assistant-Public Works	1	1	1	-1	0
Administrative Coordinator	0	0	0	1	1
Public Works Director	1	1	1	0	1
<b>Totals:</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>2</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
PUBLIC WORKS ADMINISTRATION					
-----					
PERSONNEL SERVICES					
-----					
10033002 85105 SALARIES - REGULAR	184,896	197,169	201,921	204,000	205,842
10033002 85110 SALARIES - OVERTIME	8,222	6,922	150	7,400	7,000
10033002 85115 F.I.C.A. PAYROLL TAXES	14,197	14,549	14,545	15,400	15,900
10033002 85125 LIFE INSURANCE	165	170	165	200	193
10033002 85130 DISABILITY INSURANCE	336	364	360	500	464
10033002 85145 PENSION CONTRIBUTION	11,587	12,245	12,133	13,000	14,533
10033002 85150 WORKERS COMPENSATION	174	185	191	191	194
10033002 85160 OTHER EMPLOYEE BENEFITS	0	0	108	50	50
10033002 85161 HRA-VEBA	1,170	1,170	1,170	1,170	1,170
TOTAL PERSONNEL SERVICES	220,747	232,774	230,743	241,911	245,346
OPERATING EXPENSES					
-----					
10033002 85213 CONTRACT SERVICES	155,977	85,495	200,000	200,000	195,000
10033002 85241 COMPUTER SERVICES	0	355	2,500	500	2,500
10033002 85422 DUES & SUBSCRIPTIONS	1,240	0	250	0	0
10033002 85424 LICENSE & FEES	80	0	0	0	0
10033002 85428 TRAVEL & TRAINING	1,918	1,510	3,500	3,500	3,500
10033002 85505 OFFICE SUPPLIES	291	76	2,250	100	100
TOTAL OPERATING EXPENSES	159,506	87,436	208,500	204,100	201,100
CAPITAL OUTLAY					
-----					
10033002 85620 OFFICE FURNITURE & EQUIPMEN	4,888	0	0	0	0
TOTAL CAPITAL OUTLAY	4,888	0	0	0	0
TOTAL PUBLIC WORKS ADMINISTRATION	385,141	320,210	439,243	446,011	446,446

<b>Fund General</b>	<b>Department Summary</b>	<b>Streets &amp; Transportation</b>
<b>Fund Type Public Works</b>	<b>Supervisor Public Works Director</b>	<b>33501</b>

## Description

The Street Division provides for the maintenance of safe and efficient driving conditions for the traveling public by keeping over 910 lane miles of roadway in a good state of repair utilizing a preventative maintenance approach consisting of concrete and asphalt patching, crack sealing, and asphalt resurfacing.

This Division also maintains, services, operates, installs, and upgrades 80 signalized intersection locations and 37 flashing warning light locations that include school zones and bike trail crossings.

The Division maintains and upgrades pavement markings, traffic control signs, and street identification signs; cleans and maintains over 5,000 storm sewer catch basins and inlets; and utilizes street sweepers to pick up debris from the roadway by traveling an average of 12,500 miles and picking up over 4,000 cubic yards (approx. 2,500 tons) of material per year. Mowing of right-of-way, drainage ditches, and detention cells are also performed by this Division, as well as snow plowing, hauling snow, ice control, and grading alleys.

## Budget Narrative

### Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Accounting Technician-Streets	0.5	0.5	0.5	0	0.5
Equipment Operator - Streets	5	5	5	0	5
Maintenance Worker - Streets	6	6	6	0	6
Seasonal Worker	0	0	0	0	0
Senior Equipment Operator	5	5	5	0	5
Senior Maintenance Worker - Streets	2	2	2	0	2
Street Foreman	2	2	2	0	2
Street Superintendent	1	1	1	0	1
Traffic Signal Technician	2	2	2	0	2
<b>Totals:</b>	<b>23.5</b>	<b>23.5</b>	<b>23.5</b>	<b>0</b>	<b>23.5</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
STREET AND ALLEY - GEN OPER					
-----					
PERSONNEL SERVICES					
-----					
10033501 85105 SALARIES - REGULAR	1,318,066	0	0	0	0
10033501 85110 SALARIES - OVERTIME	212,922	0	0	0	0
10033501 85115 F.I.C.A. PAYROLL TAXES	111,423	0	0	0	0
10033501 85120 HEALTH INSURANCE	345,300	0	0	0	0
10033501 85125 LIFE INSURANCE	2,007	0	0	0	0
10033501 85130 DISABILITY INSURANCE	2,361	0	0	0	0
10033501 85140 CLOTHING ALLOWANCE	3,547	0	0	0	0
10033501 85145 PENSION CONTRIBUTION	91,856	0	0	0	0
10033501 85150 WORKERS COMPENSATION	126,741	0	0	0	0
10033501 85160 OTHER EMPLOYEE BENEFITS	6,849	0	0	0	0
10033501 85161 VEBA	4,534	0	0	0	0
TOTAL PERSONNEL SERVICES	2,225,606	0	0	0	0
OPERATING EXPENSES					
-----					
10033501 85241 COMPUTER SERVICES	461	0	0	0	0
10033501 85305 UTILITY SERVICES	32,218	0	0	0	0
10033501 85317 NATURAL GAS	7,562	0	0	0	0
10033501 85318 CURBS GUTTERS & SIDEWALKS	0	0	0	0	0
10033501 85324 REPAIR & MAINT - BUILDING	24,936	0	0	0	0
10033501 85335 REPAIR & MAINT - VEHICLES	7,706	0	0	0	0
10033501 85350 SANITATION SERVICE	2,218	0	0	0	0
10033501 85390 OTHER PROPERTY SERVICES	11,523	0	0	0	0
10033501 85410 TELEPHONE	65	0	0	0	0
10033501 85416 ADVERTISING	11	0	0	0	0
10033501 85428 TRAVEL & TRAINING	5,255	0	0	0	0
10033501 85490 OTHER EXPENDITURES	38	0	0	0	0
10033501 85505 OFFICE SUPPLIES	2,629	0	0	0	0
10033501 85515 GASOLINE	4,266	0	0	0	0
10033501 85540 MISC OPERATING EQUIPMENT	907	0	0	0	0
10033501 85547 STREET REPAIR MATERIALS	0	0	0	0	0
10033501 85549 SAFETY MATERIALS	4,494	0	0	0	0
10033501 85590 OTHER GENERAL SUPPLIES	5,424	0	0	0	0
TOTAL OPERATING EXPENSES	109,713	0	0	0	0

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
<hr/>					
CAPITAL OUTLAY					
-----					
10033501 85612 BUILDING IMPROVEMENTS	22,247	0	0	0	0
10033501 85615 MACHINERY AND EQUIPMENT	279,713	0	0	0	0
10033501 85625 VEHICLES	162,649	0	0	0	0
TOTAL CAPITAL OUTLAY	464,609	0	0	0	0
	<hr/>				
TOTAL STREET AND ALLEY - GEN OPER	2,799,928	0	0	0	0
	<hr/>				

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
SNOW AND ICE REMOVAL					
-----					
OPERATING EXPENSES					
-----					
10033502 85312 SNOW REMOVAL	82,870	0	0	0	0
10033502 85335 REPAIR & MAINT - VEHICLES	47,695	0	0	0	0
10033502 85340 RENT	1,600	0	0	0	0
10033502 85520 DIESEL FUEL	11,896	0	0	0	0
10033502 85535 CHEMICAL SUPPLIES	63,459	0	0	0	0
10033502 85540 MISC OPERATING EQUIPMENT	608	0	0	0	0
10033502 85546 WINTER GRAVEL & BLADES	11,864	0	0	0	0
10033502 85590 OTHER GENERAL SUPPLIES	3,203	0	0	0	0
TOTAL OPERATING EXPENSES	223,195	0	0	0	0
TOTAL SNOW AND ICE REMOVAL	223,195	0	0	0	0

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
STREET MAINTENANCE					
-----					
OPERATING EXPENSES					
-----					
10033503 85213 CONTRACT SERVICES	6,245	0	0	0	0
10033503 85305 UTILITY SERVICES	341,022	0	0	0	0
10033503 85318 CURBS GUTTERS & SIDEWALKS	4,157	0	0	0	0
10033503 85320 REPAIR BRIDGE - OVER/UNDER	7,098	0	0	0	0
10033503 85335 REPAIR & MAINT - VEHICLES	217,342	0	0	0	0
10033503 85340 RENT	10,283	0	0	0	0
10033503 85515 GASOLINE	2,787	0	0	0	0
10033503 85520 DIESEL FUEL	39,508	0	0	0	0
10033503 85540 MISC OPERATING EQUIPMENT	17,067	0	0	0	0
10033503 85547 STREET REPAIR MATERIALS	515,252	0	0	0	0
10033503 85590 OTHER GENERAL SUPPLIES	3,498	0	0	0	0
TOTAL OPERATING EXPENSES	1,164,259	0	0	0	0
TOTAL STREET MAINTENANCE	1,164,259	0	0	0	0

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
DRAINAGE MAINTENANCE					
-----					
OPERATING EXPENSES					
-----					
10033504 85213 CONTRACT SERVICES	11,848	0	0	0	0
10033504 85318 REPAIR STORM SEWER	39,384	0	0	0	0
10033504 85335 REPAIR & MAINT - VEHICLES	23,770	0	0	0	0
10033504 85340 RENT	1,672	0	0	0	0
10033504 85515 GASOLINE	0	0	0	0	0
10033504 85520 DIESEL FUEL	3,183	0	0	0	0
10033504 85540 MISC OPERATING EQUIPMENT	10,396	0	0	0	0
10033504 85590 OTHER GENERAL SUPPLIES	3,546	0	0	0	0
TOTAL OPERATING EXPENSES	93,799	0	0	0	0
TOTAL DRAINAGE MAINTENANCE	93,799	0	0	0	0

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
TRAFFIC CONTROLS AND SAFETY					
-----					
OPERATING EXPENSES					
-----					
10033505 85213 CONTRACT SERVICES	91,111	0	0	0	0
10033505 85305 UTILITY SERVICES	20,907	0	0	0	0
10033505 85325 REPAIR & MAINT - MACH & EQU	104,353	0	0	0	0
10033505 85515 REPAIR & MAINT - VEHICLES	34,758	0	0	0	0
10033505 85515 GASOLINE	5,040	0	0	0	0
10033505 85520 DIESEL FUEL	2,453	0	0	0	0
10033505 85540 MISC OPERATING EQUIPMENT	8,159	0	0	0	0
10033505 85545 TRAFF PAINT - PSTIC - GL BEA	15,127	0	0	0	0
10033505 85590 OTHER GENERAL SUPPLIES	3,957	0	0	0	0
TOTAL OPERATING EXPENSES	285,865	0	0	0	0
TOTAL TRAFFIC CONTROLS AND SAFETY	285,865	0	0	0	0

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
NON-CAPITAL PROJECTS					
-----					
OPERATING EXPENSES					
-----					
10033506 85213 CONTRACT SERVICES	15,154	0	0	0	0
10033506 85351 CONTRACTED CONCRETE REPAIR	602,243	0	0	0	0
10033506 85353 ROAD & STREET MODIFICATIONS	75,519	0	0	0	0
10033506 85354 STREET RESURFACING	1,278,933	0	0	0	0
TOTAL OPERATING EXPENSES	1,971,849	0	0	0	0
TOTAL NON-CAPITAL PROJECTS	1,971,849	0	0	0	0

<b>Fund General</b>	<b>Department Summary</b>	<b>Planning</b>
<b>Fund Type</b> <b>Community Environment/Leisure</b>	<b>Supervisor</b> <b>Planning Director</b>	<b>44001, 44002</b>

## Description

The core programs within the Planning Department provide land use planning-related services for the City and the County. This is done through participation in the Regional Planning Commission. The Regional Planning Commission functions as a unified Planning Department for Grand Island, Hall County, Wood River, Alda, Doniphan and Cairo. The Planning Department is involved with 7 key programs; Subdivision Review and Regulation; Review of Proposed Developments; Technical Advice and Interpretation of Plans and Regulations; Flood Plain Management; Land Use Planning and Zoning; Mapping and GIS; and Addressing (providing E911/ street addresses to properties.) The Department reviews and processes all development proposals and provides direct support to the public, the City Council, the Planning Commission, City staff, Hall County Board of Supervisors and staff and the small city governing bodies.

The Planning Department also provides staffing for the Community Redevelopment Authority (CRA). The CRA budget is separate from the Planning Department Budget and is not shared with Hall County.

The Community Redevelopment Authority (CRA) manages a portion of property tax funds. These funds are used for a variety of projects including: façade improvement grants, infrastructure, acquisition and demolition of substandard properties, redevelopment plans and other studies in blighted and substandard areas. The CRA has a 5 member Board that meets the 2nd Wednesday of each month. The CRA pays a portion of salary and benefits of the Planning Director and Planning Administrative Assistant.

## Budget Narrative

As indicated by an Intergovernmental Agreement, the entire budget of the Regional Planning Commission is included in the City Budget. Hall County is billed on a monthly basis for one-half the actual monthly operating expenditures which is then reimbursed to the City; thus, the County and City equally share the funding for the Commission pursuant to the agreement. The budget provides for a continuation of the existing service level for this Department. All fees generated by rezoning applications and the filing of preliminary or final plats for subdivisions are submitted directly to the City or County depending on whose jurisdiction the request or subdivision is located. Since the activities of the Commission are primarily administrative in nature, the majority of its Annual Budget is directly related to staff salaries and related benefits. The Commission, by its agreement, does provide to the City a fee for administrative services for central accounting, bookkeeping, and office rental. \$50.00 per month is provided from Hall County through the monthly billing for all services mentioned.

## Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Admin Assist-Planning	0.9	0.9	0.9	0	0.9
Planner I	0	0	0	0.62	0.62
Planning Director	1	1	1	0	1
Planning Technician	0.62	0.62	0.62	(0.62)	0
<b>Totals:</b>	<b>2.52</b>	<b>2.52</b>	<b>2.52</b>	<b>0</b>	<b>2.52</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
PLANNING					
-----					
PERSONNEL SERVICES					
-----					
10044001 85105 SALARIES - REGULAR	167,135	173,633	174,516	174,516	178,663
10044001 85115 F.I.C.A. PAYROLL TAXES	12,003	12,478	13,351	13,351	13,667
10044001 85120 HEALTH INSURANCE	33,769	26,591	22,738	22,738	24,757
10044001 85125 LIFE INSURANCE	180	178	185	185	216
10044001 85130 DISABILITY INSURANCE	303	299	349	349	456
10044001 85145 PENSION CONTRIBUTION	10,041	10,425	10,470	10,470	12,270
10044001 85150 WORKERS COMPENSATION	272	257	218	218	222
10044001 85160 OTHER EMPLOYEE BENEFITS	207	135	325	325	325
10044001 85161 VEBA	1,111	3,482	1,139	1,139	1,139
Total PERSONNEL SERVICES	225,021	227,478	223,291	223,291	231,715
OPERATING EXPENSES					
-----					
10044001 85221 ADMINISTRATIVE SERVICES	1,200	1,200	1,200	0	1,200
10044001 85241 COMPUTER SERVICES	9,012	9,012	8,413	8,413	7,273
10044001 85245 PRINTING & BINDING SERVICES	35	0	240	240	240
10044001 85330 REPAIR & MAINT - OFF FURN &	0	0	280	280	280
10044001 85405 INSURANCE PREMIUMS	600	0	0	0	0
10044001 85410 TELEPHONE	40	44	0	0	0
10044001 85413 POSTAGE	382	505	982	982	1,432
10044001 85419 LEGAL NOTICES	769	540	750	750	750
10044001 85422 DUES & SUBSCRIPTIONS	803	931	800	1,000	1,200
10044001 85425 BOOKS	0	0	100	100	100
10044001 85428 TRAVEL & TRAINING	2,625	3,191	4,250	3,800	4,250
10044001 85490 OTHER EXPENDITURES	0	0	0	0	0
10044001 85505 OFFICE SUPPLIES	975	1,666	1,800	2,100	1,800
10044001 85540 MISC OPERATING EQUIPMENT	2,106	439	1,800	1,500	1,800
TOTAL OPERATING EXPENSES	18,547	17,528	20,615	19,165	20,325
TOTAL PLANNING	243,568	245,006	243,906	242,456	252,040

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
CRA DIVISION					
-----					
PERSONNEL SERVICES					
-----					
10044002 85105 SALARIES - REGULAR	32,748	32,282	33,734	33,734	37,852
10044002 85110 SALARIES - OVERTIME	152	33	0	0	0
10044002 85115 F.I.C.A. PAYROLL TAXES	2,323	2,313	2,581	2,581	2,895
10044002 85120 HEALTH INSURANCE	6,679	4,757	4,264	4,264	5,328
10044002 85125 LIFE INSURANCE	33	32	35	35	41
10044002 85130 DISABILITY INSURANCE	59	58	68	68	97
10044002 85145 PENSION CONTRIBUTION	1,974	1,939	2,024	2,024	2,659
10044002 85150 WORKERS COMPENSATION	0	0	39	39	39
10044002 85161 HRA-VEBA	224	219	234	234	234
TOTAL PERSONNEL SERVICES	44,192	41,633	42,979	42,979	49,145
TOTAL CRA DIVISION	44,192	41,633	42,979	42,979	49,145

<b>Fund General</b>	<b>Department Summary</b>	<b>Library</b>
<b>Fund Type</b> Community Environment/Leisure	<b>Supervisor</b> Library Director	<b>44301</b>

## Description

The Grand Island Public Library, located at 211 North Washington Street in central Grand Island, is the gateway for the people of our diverse community to achieve a lifetime of learning and literacy. To ensure this mission, all library services are guided by a long range plan, called GILIBRARY 2020, adopted by the Library Board. Our library is used for about 1.5 million services, resources and programs annually. Services include checkout of materials in a variety of physical and electronic formats, answering reference questions and aiding citizens in their research and daily informational needs, providing access to Internet and other electronic information services through a computer lab and various computer centers (including wireless access), participating in the interlibrary loan program, offering community meeting rooms, operating the Abbott Sisters Research Center, and much more. Programming services include children's story hours, summer reading programs for all ages, various early childhood literacy and parent education efforts including our Early Literacy Discovery Center that serves as this community's literacy based Children's Museum, bi-lingual storytimes including the Humanities Nebraska Primetime program, and year round teen and literary/cultural programming for general adult audiences. Electronic services include 24/7 services through an Internet Branch at [www.gilibrary.org](http://www.gilibrary.org), and social media efforts such as Facebook and Twitter.

## Budget Narrative

### Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Custodian	1	1	1	0	1
Librarian I & II	3	3	2	0	2
Library Assistant Director	0	0	0	0	0
Library Assistant I & II	15	15	15	0	15
Library Clerk	0	0	0	0	0
Library Director	1	1	1	0	1
Library Page	2.5	2.5	2	0	2
Library Secretary	1	1	1	0	1
Maintenance Worker I	1	1	1	0	1
Seasonal Worker	0.5	0.5	0.5	0	0.5
<b>Totals:</b>	<b>25</b>	<b>25</b>	<b>23.5</b>	<b>0</b>	<b>23.5</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
LIBRARY					
-----					
PERSONNEL SERVICES					
-----					
10044301 85105 SALARIES - REGULAR	974,081	950,295	1,029,413	1,020,913	1,043,908
10044301 85110 SALARIES - OVERTIME	440	0	0	0	0
10044301 85115 F.I.C.A. PAYROLL TAXES	71,390	68,660	74,890	74,000	75,788
10044301 85120 HEALTH INSURANCE	180,673	161,164	140,928	104,528	131,832
10044301 85125 LIFE INSURANCE	1,342	1,329	1,356	1,569	1,577
10044301 85130 DISABILITY INSURANCE	1,324	1,309	1,552	1,778	2,004
10044301 85145 PENSION CONTRIBUTION	45,253	44,109	43,116	47,108	54,463
10044301 85150 WORKERS COMPENSATION	2,055	2,204	2,167	2,167	1,313
10044301 85160 OTHER EMPLOYEE BENEFITS	719	703	6,476	626	1,067
10044301 85161 VEBA	11,970	30,306	12,090	12,090	12,090
TOTAL PERSONNEL SERVICES	1,289,247	1,260,079	1,311,988	1,264,779	1,324,042
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OPERATING EXPENSES					
-----					
10044301 85213 CONTRACT SERVICES	400	0	25,000	11,000	10,000
10044301 85241 COMPUTER SERVICES	27,861	29,510	26,848	26,848	26,848
10044301 85245 PRINTING & BINDING SERVICES	2,003	2,307	2,000	2,300	2,300
10044301 85305 UTILITY SERVICES	58,815	52,968	60,000	60,000	60,000
10044301 85317 NATURAL GAS	2,842	3,081	5,000	5,000	5,000
10044301 85319 REPAIR & MAIN-LD IMP/IRRIGA	961	874	1,000	1,000	1,000
10044301 85324 REPAIR & MAINT - BUILDING	22,417	22,224	23,000	23,000	23,000
10044301 85330 REPAIR & MAINT - OFF FURN &	32,717	12,810	24,000	24,000	24,000
10044301 85335 REPAIR & MAINT - VEHICLES	0	0	480	480	480
10044301 85350 SANITATION SERVICE	799	854	900	900	900
10044301 85413 POSTAGE	5,660	5,480	7,000	7,000	7,000
10044301 85416 ADVERTISING	1,783	1,147	349	799	800
10044301 85422 DUES & SUBSCRIPTIONS	23,746	25,611	24,000	25,600	26,000
10044301 85425 BOOKS	142,904	106,128	90,000	99,325	109,275
10044301 85426 AV/ELECTRONIC MEDIA	102,590	126,061	97,500	99,325	109,328
10044301 85427 PERIODICALS	16,826	16,620	17,000	17,000	17,000
10044301 85428 TRAVEL & TRAINING	4,118	1,500	2,500	3,000	3,000
10044301 85453 CASH OVER & SHORT	-72	149	100	100	100
10044301 85490 OTHER EXPENDITURES	1,346	1,256	450	450	450
10044301 85505 OFFICE SUPPLIES	62,884	56,190	60,000	60,000	60,000
10044301 85510 CLEANING SUPPLIES	2,615	3,840	4,600	4,600	5,000
10044301 85515 GASOLINE	362	407	500	500	500

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
10044301 85540 MISC OPERATING EQUIPMENT	38,748	19,812	15,000	15,000	15,000
TOTAL OPERATING EXPENSES	552,325	488,829	487,227	487,227	506,981
CAPITAL OUTLAY					
-----					
10044301 85620 OFFICE FURNITURE & EQUIPMEN	34,718	13,187	15,000	15,000	0
TOTAL CAPITAL OUTLAY	34,718	13,187	15,000	15,000	0
TOTAL LIBRARY	1,876,290	1,762,095	1,814,215	1,767,006	1,831,023

<b>Fund General</b>	<b>Department Summary</b>	<b>Parks</b>
<b>Fund Type</b> Community Environment/Leisure	<b>Supervisor</b> Parks and Recreation Director	<b>44401, 44403, 44404</b>

## Description

This division of the Parks and Recreation Department is responsible for the planning, development and maintenance of parks and municipal facilities and providing advice on actions needed to enhance the quality of park facilities in the City. The Parks Division is responsible for over 325 acres of park land and open space areas as well as community facilities. These areas include, but are not limited to the following: athletic fields, playgrounds, hike/bike trails, lakes and public facilities. This division has a supportive role in the maintenance of the aquatic facilities and recreational program facilities. The Greenhouse section is responsible for the establishment and maintenance of flowers throughout the park system.

## Budget Narrative

### Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Administrative Assistant - Parks	1	1	1	0	1
Grounds Management Crew Chief	1	1	1	0	1
Horticulturist	1	1	1	0	1
Maintenance Worker - Parks	9.58	9.58	7.58	0	7.58
Parks & Recreation Director	1	1	1	0	1
Parks Maintenance Superintendent	1	1	1	0	1
Seasonal Workers	6.84	6.84	6.24	0	6.24
Senior Maintenance Worker - Parks	0	0	0	0	0
<b>Totals:</b>	<b>21.42</b>	<b>21.42</b>	<b>18.82</b>	<b>0</b>	<b>18.82</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
PARK ADMINISTRATION					
-----					
PERSONNEL SERVICES					
-----					
10044401 85105 SALARIES - REGULAR	138,799	150,793	160,704	160,704	170,369
10044401 85110 SALARIES - OVERTIME	874	1,141	900	900	1,800
10044401 85115 F.I.C.A. PAYROLL TAXES	10,248	11,127	12,431	12,431	13,171
10044401 85120 HEALTH INSURANCE	22,462	25,853	21,085	21,085	17,304
10044401 85125 LIFE INSURANCE	163	164	162	162	189
10044401 85130 DISABILITY INSURANCE	251	278	325	325	439
10044401 85145 PENSION CONTRIBUTION	8,380	9,116	9,750	9,750	11,973
10044401 85150 WORKERS COMPENSATION	180	194	194	194	203
10044401 85160 OTHER EMPLOYEE BENEFITS	71	41	172	172	172
10044401 85161 VEBA	1,148	1,134	1,147	1,147	1,146
TOTAL PERSONNEL SERVICES	182,576	199,841	206,870	206,870	216,766
OPERATING EXPENSES					
-----					
10044401 85241 COMPUTER SERVICES	2,500	3,600	8,000	8,000	10,000
10044401 85335 REPAIR & MAINT - VEHICLES	151	416	1,000	1,000	1,000
10044401 85405 INSURANCE PREMIUMS	0	0	0	0	0
10044401 85410 TELEPHONE	0	0	0	0	0
10044401 85422 DUES & SUBSCRIPTIONS	507	142	350	350	350
10044401 85428 TRAVEL & TRAINING	1,262	542	1,750	1,750	1,750
10044401 85505 OFFICE SUPPLIES	649	131	2,025	2,025	2,500
10044401 85590 OTHER GENERAL SUPPLIES	32	93	275	275	275
TOTAL OPERATING EXPENSES	5,101	4,924	13,400	13,400	15,875
TOTAL PARK ADMINISTRATION	187,677	204,765	220,270	220,270	232,641

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
PARK OPERATIONS					
-----					
PERSONNEL SERVICES					
-----					
10044403 85105 SALARIES - REGULAR	744,579	793,805	738,056	778,056	770,966
10044403 85110 SALARIES - OVERTIME	6,341	4,878	1,925	1,925	3,500
10044403 85115 F.I.C.A. PAYROLL TAXES	55,230	58,339	56,091	56,091	57,814
10044403 85120 HEALTH INSURANCE	169,086	156,582	114,722	114,722	117,576
10044403 85125 LIFE INSURANCE	982	958	824	824	1,057
10044403 85130 DISABILITY INSURANCE	1,106	1,146	1,207	1,207	1,590
10044403 85145 PENSION CONTRIBUTION	37,048	39,513	36,254	39,579	39,579
10044403 85150 WORKERS COMPENSATION	19,032	16,772	15,291	13,109	13,109
10044403 85160 OTHER EMPLOYEE BENEFITS	341	338	12,905	12,905	500
10044403 85161 VEBA	1,560	1,500	1,560	1,560	3,120
10044403 85165 UNEMPLOYMENT CONTRIBUTIONS	9,934	9,435	0	8,000	11,130
TOTAL PERSONNEL SERVICES	1,045,239	1,083,266	978,835	1,027,978	1,019,941
OPERATING EXPENSES					
-----					
10044403 85213 CONTRACT SERVICES	0	0	80,000	0	0
10044403 85305 UTILITY SERVICES	150,944	156,809	140,000	140,000	160,000
10044403 85317 NATURAL GAS	5,245	5,565	8,500	8,500	6,000
10044403 85319 REPAIR & MAIN-LD IMP/IRRIGA	14,605	13,570	16,000	16,000	15,000
10044403 85324 REPAIR & MAINT - BUILDING	17,052	23,463	25,000	25,000	25,000
10044403 85325 REPAIR & MAINT - MACH & EQU	22,499	19,176	22,000	22,000	22,000
10044403 85335 REPAIR & MAINT - VEHICLES	11,478	7,818	7,000	7,000	7,000
10044403 85350 SANITATION SERVICE	9,805	9,329	10,500	10,500	10,000
10044403 85390 OTHER PROPERTY SERVICES	16,541	26,287	28,000	28,000	28,000
10044403 85419 LEGAL NOTICES	0	196	100	100	100
10044403 85422 DUES & SUBSCRIPTIONS	922	625	800	800	800
10044403 85424 LICENSE & FEES	636	656	750	750	750
10044403 85428 TRAVEL & TRAINING	2,000	1,880	2,250	2,250	2,250
10044403 85490 OTHER EXPENDITURES	871	0	0	0	0
10044403 85505 OFFICE SUPPLIES	0	143	180	180	180
10044403 85515 GASOLINE	12,659	12,162	20,000	20,000	15,000
10044403 85520 DIESEL FUEL	11,949	13,159	18,000	18,000	15,000
10044403 85535 CHEMICAL SUPPLIES	27,847	15,924	17,000	17,000	17,000
10044403 85540 MISC OPERATING EQUIPMENT	5,214	9,232	10,000	10,000	10,000
10044403 85547 MATERIALS	9,394	5,855	8,000	8,000	8,000
10044403 85560 TREES & SHRUBS	1,259	163	2,000	2,000	2,000

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
10044403 85590 OTHER GENERAL SUPPLIES	37,502	30,321	43,000	40,000	40,000
10044403 85599 REFUNDS	875	300	150	150	150
TOTAL OPERATING EXPENSES	359,297	352,633	459,230	376,230	384,230
CAPITAL OUTLAY					
-----					
10044403 85615 MACHINERY AND EQUIPMENT	45,889	0	55,000	55,000	0
10044403 85625 VEHICLES	54,595	43,282	0	0	0
TOTAL CAPITAL OUTLAY	100,484	43,282	55,000	55,000	0
TOTAL PARK OPERATIONS	1,505,020	1,479,181	1,493,065	1,459,208	1,404,171

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
GREENHOUSE					
-----					
PERSONNEL SERVICES					
-----					
10044404 85105 SALARIES - REGULAR	68,418	80,226	71,630	71,630	73,779
10044404 85110 SALARIES - OVERTIME	570	882	200	200	400
10044404 85115 F.I.C.A. PAYROLL TAXES	4,772	5,579	5,510	5,510	5,675
10044404 85120 HEALTH INSURANCE	20,993	19,921	15,780	15,780	19,680
10044404 85125 LIFE INSURANCE	87	89	87	87	102
10044404 85130 DISABILITY INSURANCE	110	126	144	144	189
10044404 85145 PENSION CONTRIBUTION	3,674	4,137	4,322	4,322	4,451
10044404 85150 WORKERS COMPENSATION	1,576	1,692	1,305	1,305	1,339
10044404 85160 OTHER EMPLOYEE BENEFITS	44	41	40	40	40
TOTAL PERSONNEL SERVICES	100,244	112,693	99,018	99,018	105,655
OPERATING EXPENSES					
-----					
10044404 85305 UTILITY SERVICES	3,305	3,227	3,100	3,100	3,100
10044404 85317 NATURAL GAS	1,992	3,120	4,100	4,100	4,100
10044404 85324 REPAIR & MAINT - BUILDING	727	1,130	600	600	1,500
10044404 85325 REPAIR & MAINT - MACH & EQU	127	163	50	50	150
10044404 85335 REPAIR & MAINT - VEHICLES	59	1,073	1,000	1,000	1,000
10044404 85428 TRAVEL & TRAINING	0	60	0	0	0
10044404 85515 GASOLINE	586	371	1,000	1,000	1,000
10044404 85535 CHEMICAL SUPPLIES	585	0	600	600	600
10044404 85540 MISC OPERATING EQUIPMENT	2,841	450	500	500	500
10044404 85547 MATERIALS	2,157	2,400	2,000	2,000	2,300
10044404 85590 OTHER GENERAL SUPPLIES	3,008	2,370	2,800	2,800	2,800
TOTAL OPERATING EXPENSES	15,387	14,364	15,750	15,750	17,050
TOTAL GREENHOUSE	115,631	127,057	114,768	114,768	122,705

<b>Fund General</b>	<b>Department Summary</b>	<b>Cemetery</b>
<b>Fund Type</b> Community Environment/Leisure	<b>Supervisor</b> Parks and Recreation Director	<b>44405</b>

## Description

The Grand Island Cemetery is a 90-acre tract located in west Grand Island. Records indicate the Cemetery was established in the late 1860's. The division is responsible for the maintenance, upkeep of the land, facilities, and for over 160 interments annually.

## Budget Narrative

No FTE's changes requested.

## Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Cemetery Superintendent	1	1	1	0	1
Grounds Management Crew Chief	1	1	1	0	1
Maintenance Worker - Cemetery	3	3	3	0	3
Seasonal Worker	2.43	2.43	2.43	0	2.43
<b>Totals:</b>	<b>7.43</b>	<b>7.43</b>	<b>7.43</b>	<b>0</b>	<b>7.43</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
CEMETERY					
-----					
PERSONNEL SERVICES					
-----					
10044405 85105 SALARIES - REGULAR	296,346	323,238	352,299	352,299	361,453
10044405 85110 SALARIES - OVERTIME	3,249	2,293	1,200	2,700	2,400
10044405 85115 F.I.C.A. PAYROLL TAXES	21,390	23,029	27,135	27,135	27,834
10044405 85120 HEALTH INSURANCE	82,100	77,121	62,938	62,938	60,288
10044405 85125 LIFE INSURANCE	426	438	426	426	499
10044405 85130 DISABILITY INSURANCE	476	519	599	599	791
10044405 85145 PENSION CONTRIBUTION	15,907	16,990	18,001	18,001	21,591
10044405 85150 WORKERS COMPENSATION	21,647	21,956	21,975	21,975	22,112
10044405 85160 OTHER EMPLOYEE BENEFITS	117	122	250	250	250
10044405 85161 VEBA	1,560	1,560	1,560	1,560	1,560
TOTAL PERSONNEL SERVICES	443,218	467,266	486,383	487,883	498,778
OPERATING EXPENSES					
-----					
10044405 85230 COLUMBARIUM ENGRAVING	150	0	0	0	0
10044405 85305 UTILITY SERVICES	10,273	11,542	10,000	10,000	11,500
10044405 85317 NATURAL GAS	839	1,028	1,400	1,400	1,400
10044405 85324 REPAIR & MAINT - BUILDING	2,672	2,726	2,000	2,000	2,000
10044405 85325 REPAIR & MAINT - MACH & EQU	11,023	18,268	10,200	10,200	12,000
10044405 85335 REPAIR & MAINT - VEHICLES	17,638	10,119	14,000	14,000	14,000
10044405 85350 SANITATION SERVICE	672	1,305	625	625	625
10044405 85390 OTHER PROPERTY SERVICES	3,925	8,500	5,000	5,000	5,000
10044405 85419 LEGAL NOTICES	332	0	225	225	225
10044405 85428 TRAVEL & TRAINING	107	285	1,700	1,700	1,700
10044405 85465 UNINSURED LOSS	507	0	1,000	1,000	1,000
10044405 85505 OFFICE SUPPLIES	199	335	300	300	300
10044405 85535 CHEMICAL SUPPLIES	3,083	4,034	4,000	4,000	4,000
10044405 85540 SMALL TOOLS & PARTS	2,598	2,270	2,500	2,500	2,500
10044405 85547 MATERIALS	2,515	1,771	2,150	2,150	2,150
10044405 85590 SUPPLIES	4,192	3,605	3,500	3,500	3,500
TOTAL OPERATING EXPENSES	60,725	65,788	58,600	58,600	61,900
CAPITAL OUTLAY					
-----					
10044405 85615 MACHINERY AND EQUIPMENT	36,000	0	26,000	26,000	0
TOTAL CAPITAL OUTLAY	36,000	0	26,000	26,000	0
TOTAL CEMETERY	539,943	533,054	570,983	572,483	560,678

Fund General	Department Summary	Recreation
Fund Type Community Environment/Leisure	Supervisor Parks and Recreation Director	44501, 44508, 44510, 44511, 44513, 44514, 44517, 44518

## Description

The Recreation Division of the Parks and Recreation Department is responsible for providing a wide range of leisure activities for adult and youth. These activities include organized leagues, recreation activities and special events. Recreational activities include, but are not limited to the following: volleyball, basketball, flag football, children's theater, band concerts and various playground and craft programs.

## Budget Narrative

No programs will be eliminated, no additional programs will be initiated, and FTE levels will remain the same.

## Personnel

Title	2016	2017	2018	Net Change	2019
Maintenance Worker	0	0	0	0	0
Recreation Coordinator	1.6	1.6	1.6	0	1.6
Recreation Superintendent	1	1	1	0	1
Seasonal Worker	5.133	5.133	5.133	0	5.133
<b>Totals:</b>	<b>7.733</b>	<b>7.733</b>	<b>7.733</b>	<b>0</b>	<b>7.733</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
RECREATION					
-----					
PERSONNEL SERVICES					
-----					
10044501 85105 SALARIES - REGULAR	105,392	100,720	106,271	106,271	111,093
10044501 85115 F.I.C.A. PAYROLL TAXES	7,858	7,377	8,130	8,130	8,498
10044501 85120 HEALTH INSURANCE	12,886	6,552	8,311	8,311	8,334
10044501 85125 LIFE INSURANCE	133	117	117	117	137
10044501 85130 DISABILITY INSURANCE	186	186	212	212	283
10044501 85145 PENSION CONTRIBUTION	6,323	6,043	6,377	6,377	8,332
10044501 85150 WORKERS COMPENSATION	422	426	426	426	431
10044501 85160 OTHER EMPLOYEE BENEFITS	88	71	100	100	100
10044501 85161 VEBA	1,302	1,158	1,170	1,170	1,170
TOTAL PERSONNEL SERVICES	134,590	122,650	131,114	131,114	138,378
OPERATING EXPENSES					
-----					
10044501 85335 REPAIR & MAINT - VEHICLES	497	118	250	250	250
10044501 85416 ADVERTISING	9,491	8,788	7,000	7,000	9,000
10044501 85422 DUES & SUBSCRIPTIONS	202	283	300	300	300
10044501 85428 TRAVEL & TRAINING	1,408	2,090	1,750	1,750	1,750
10044501 85490 OTHER EXPENDITURES	978	1,049	0	0	1,000
10044501 85505 OFFICE SUPPLIES	156	423	1,500	1,500	1,500
10044501 85515 GASOLINE	232	133	450	450	450
10044501 85590 OTHER GENERAL SUPPLIES	69	156	200	200	200
TOTAL OPERATING EXPENSES	13,033	13,040	11,450	11,450	14,450
TOTAL RECREATION	147,623	135,690	142,564	142,564	152,828

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
PLAYGROUND					
-----					
PERSONNEL SERVICES					
-----					
10044508 85105 SALARIES - REGULAR	25,580	27,826	30,139	30,139	30,139
10044508 85115 F.I.C.A. PAYROLL TAXES	1,957	2,129	2,306	2,306	2,306
10044508 85150 WORKERS COMPENSATION	456	456	456	456	456
TOTAL PERSONNEL SERVICES	27,993	30,411	32,901	32,901	32,901
OPERATING EXPENSES					
-----					
10044508 85428 TRAVEL & TRAINING	715	41	550	550	550
10044508 85490 OTHER EXPENDITURES	7,509	7,301	7,500	7,500	7,500
10044508 85599 REFUNDS	230	30	150	150	150
TOTAL OPERATING EXPENSES	8,454	7,372	8,200	8,200	8,200
TOTAL PLAYGROUND	36,447	37,783	41,101	41,101	41,101

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
MUNICIPAL BAND CONCERTS					
-----					
OPERATING EXPENSES					
-----					
10044510 85490 OTHER EXPENDITURES	3,258	3,450	3,700	3,700	3,700
TOTAL OPERATING EXPENSES	3,258	3,450	3,700	3,700	3,700
TOTAL MUNICIPAL BAND CONCERTS	3,258	3,450	3,700	3,700	3,700

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
CHILDREN'S THEATRE					
-----					
PERSONNEL SERVICES					
-----					
10044511 85105 SALARIES - REGULAR	1,700	1,700	3,058	3,058	3,058
10044511 85115 F.I.C.A. PAYROLL TAXES	130	130	234	234	234
10044511 85150 WORKERS COMPENSATION	10	13	13	13	13
TOTAL PERSONNEL SERVICES	1,840	1,843	3,305	3,305	3,305
OPERATING EXPENSES					
-----					
10044511 85490 OTHER EXPENDITURES	736	673	700	700	700
TOTAL OPERATING EXPENSES	736	673	700	700	700
TOTAL CHILDREN'S THEATRE	2,576	2,516	4,005	4,005	4,005

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
FLAG FOOTBALL					
-----					
PERSONNEL SERVICES					
-----					
10044513 85105 SALARIES - REGULAR	4,231	2,821	2,802	2,802	2,802
10044513 85115 F.I.C.A. PAYROLL TAXES	324	136	214	214	214
10044513 85150 WORKERS COMPENSATION	10	11	11	11	11
TOTAL PERSONNEL SERVICES	4,565	2,968	3,027	3,027	3,027
OPERATING EXPENSES					
-----					
10044513 85490 OTHER EXPENDITURES	745	468	800	800	800
10044513 85599 REFUNDS	0	0	100	100	100
TOTAL OPERATING EXPENSES	745	468	900	900	900
TOTAL FLAG FOOTBALL	5,310	3,436	3,927	3,927	3,927

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
HERSHEY					
-----					
PERSONNEL SERVICES					
-----					
10044514 85105 SALARIES - REGULAR	0	0	992	992	992
10044514 85115 F.I.C.A. PAYROLL TAXES	0	0	76	76	76
10044514 85150 WORKERS COMPENSATION	3	4	4	4	4
TOTAL PERSONNEL SERVICES	3	4	1,072	1,072	1,072
OPERATING EXPENSES					
-----					
10044514 85490 OTHER EXPENDITURES	134	92	200	200	200
TOTAL OPERATING EXPENSES	134	92	200	200	200
TOTAL HERSHEY	137	96	1,272	1,272	1,272

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
STOLLEY PARK RAILWAY					
-----					
PERSONNEL SERVICES					
-----					
10044517 85105 SALARIES - REGULAR	18,118	19,228	21,840	21,840	21,840
10044517 85115 F.I.C.A. PAYROLL TAXES	1,386	1,471	1,671	1,671	1,671
10044517 85150 WORKERS COMPENSATION	373	381	381	381	381
TOTAL PERSONNEL SERVICES	19,877	21,080	23,892	23,892	23,892
OPERATING EXPENSES					
-----					
10044517 85324 REPAIR & MAINT - BUILDING	503	168	0	0	0
10044517 85325 REPAIR & MAINT - MACH & EQU	1,679	1,835	3,000	3,000	3,000
10044517 85416 ADVERTISING	0	0	150	150	150
10044517 85424 LICENSE & FEES	0	360	200	200	200
10044517 85453 CASH OVER & SHORT	0	0	50	50	50
10044517 85490 OTHER EXPENDITURES	837	602	300	300	650
10044517 85510 CLEANING SUPPLIES	0	9	100	100	100
10044517 85515 GASOLINE	698	862	1,200	1,200	1,200
10044517 85545 CONCESSION SUPPLIES	123	50	200	200	200
10044517 85547 FOOD & BEVERAGES	2,243	2,314	2,500	2,500	2,500
10044517 85590 OTHER GENERAL SUPPLIES	625	794	500	500	750
TOTAL OPERATING EXPENSES	6,708	6,994	8,200	8,200	8,800
TOTAL STOLLEY PARK RAILWAY	26,585	28,074	32,092	32,092	32,692

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
FIELDHOUSE					
-----					
PERSONNEL SERVICES					
-----					
10044518 85105 SALARIES - REGULAR	105,732	116,543	126,977	126,977	129,549
10044518 85110 SALARIES - OVERTIME	0	0	250	250	500
10044518 85115 F.I.C.A. PAYROLL TAXES	7,878	8,616	9,752	9,752	9,949
10044518 85120 HEALTH INSURANCE	11,197	14,805	12,074	12,074	15,396
10044518 85125 LIFE INSURANCE	70	93	83	83	97
10044518 85130 DISABILITY INSURANCE	71	101	116	116	153
10044518 85145 PENSION CONTRIBUTION	2,495	3,287	3,465	3,465	4,524
10044518 85150 WORKERS COMPENSATION	1,032	1,039	1,039	1,039	1,042
10044518 85160 OTHER EMPLOYEE BENEFITS	88	63	100	100	100
10044518 85161 HRA-VEBA	662	850	780	780	780
10044518 85165 UNEMPLOYMENT CONTRIBUTIONS	70	0	0	0	0
TOTAL PERSONNEL SERVICES	129,295	145,397	154,636	154,636	162,090
OPERATING EXPENSES					
-----					
10044518 85305 UTILITY SERVICES	17,496	26,423	23,000	23,000	25,000
10044518 85317 NATURAL GAS	6,927	4,547	9,000	9,000	8,000
10044518 85324 REPAIR & MAINT - BUILDING	9,887	27,527	13,000	13,000	15,000
10044518 85325 REPAIR & MAINT - MACH & EQU	1,079	2,956	500	500	1,500
10044518 85350 SANITATION SERVICE	677	735	300	300	750
10044518 85428 TRAVEL & TRAINING	220	966	700	700	700
10044518 85453 CASH OVER & SHORT	0	-41	50	50	50
10044518 85490 OTHER EXPENDITURES	3,490	2,273	3,000	3,750	3,000
10044518 85510 CLEANING SUPPLIES	1,107	583	300	300	1,000
10044518 85547 PROGRAM EXPENSES	29,603	38,966	21,500	21,500	30,000
10044518 85590 OTHER GENERAL SUPPLIES	13,471	8,824	14,000	12,000	14,000
10044518 85599 REFUNDS	3,643	2,257	2,000	2,000	2,000
TOTAL OPERATING EXPENSES	87,600	116,016	87,350	86,100	101,000
TOTAL FIELDHOUSE	216,895	261,413	241,986	240,736	263,090

<b>Fund General</b>	<b>Department Summary</b>	<b>Aquatics</b>
<b>Fund Type</b> Community Environment/Leisure	<b>Supervisor</b> Parks and Recreation Director	<b>44525, 44526</b>

## Description

The Aquatics Division of the Parks and Recreation Department provides recreational services in the form of aquatic programming through the operation of two swimming facilities, including one conventional pool (Lincoln) and one water park (Island Oasis). The division offers open swimming, swim lessons, equipment rental, food and beverage sales and special programming. The division offers season passes or a daily fee. The pools are seasonal operations. Both facilities are open from Memorial Day weekend until school begins in mid-August. Island Oasis offers innovative features including water slides, wave pool, lazy river, crossing activities, bubblers and fountains, sand play areas, grassy areas and sand volleyball. Specialized training for all lifeguards is required.

## Budget Narrative

### Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Maintenance Worker	0.42	0.42	0.42	0	0.42
Recreation Coordinator	0.4	0.4	0.4	0	0.4
Seasonal Worker	18	18	18	0	18
<b>Totals:</b>	<b>18.82</b>	<b>18.82</b>	<b>18.82</b>	<b>0</b>	<b>18.82</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
WATER PARK					
-----					
PERSONNEL SERVICES					
-----					
10044525 85105 SALARIES - REGULAR	284,087	272,331	314,171	314,171	300,000
10044525 85110 SALARIES - OVERTIME	0	0	0	0	0
10044525 85115 F.I.C.A. PAYROLL TAXES	21,647	20,645	14,922	14,922	15,124
10044525 85120 HEALTH INSURANCE	7,843	11,875	8,169	8,169	10,429
10044525 85125 LIFE INSURANCE	44	64	58	58	68
10044525 85130 DISABILITY INSURANCE	36	59	80	80	91
10044525 85140 CLOTHING ALLOWANCE	6,566	8,088	0	8,000	8,000
10044525 85145 PENSION CONTRIBUTION	1,207	1,912	2,400	2,400	2,391
10044525 85150 WORKERS COMPENSATION	5,198	5,292	5,292	5,292	5,624
10044525 85160 OTHER EMPLOYEE BENEFITS	0	0	50	50	50
10044525 85161 HRA-VEBA	79	234	195	195	195
10044525 85165 UNEMPLOYEMENT CONTRIBUTIONS	312	0	0	0	0
TOTAL PERSONNEL SERVICES	327,019	320,500	345,337	353,337	341,972
-----					
OPERATING EXPENSES					
-----					
10044525 85208 LIFEGUARD TRAINING	5,974	1,690	2,000	2,000	2,000
10044525 85305 UTILITY SERVICES	36,179	39,571	38,000	38,000	38,000
10044525 85317 NATURAL GAS	6,059	7,332	10,000	10,000	10,000
10044525 85319 REPAIR & MAIN-LD IMP/IRRIGA	18	338	150	150	150
10044525 85324 REPAIR & MAINT - BUILDING	29,869	22,053	20,000	20,000	20,000
10044525 85325 REPAIR & MAINT - MACH & EQU	4,205	10,127	10,000	10,000	10,000
10044525 85340 RENT	565	435	600	600	600
10044525 85350 SANITATION SERVICE	351	643	1,200	1,200	750
10044525 85405 INSURANCE PREMIUMS	32,280	39,567	26,565	26,565	40,000
10044525 85410 TELEPHONE	110	0	0	0	0
10044525 85416 ADVERTISING	8,785	7,828	8,000	8,000	8,000
10044525 85422 DUES & SUBSCRIPTIONS	697	0	400	400	400
10044525 85424 LICENSE & FEES	459	519	500	500	500
10044525 85428 TRAVEL & TRAINING	404	1,011	1,000	1,000	1,000
10044525 85447 MERCHANDISE MATERIAL EXPENS	4,212	5,341	2,800	2,800	2,800
10044525 85453 CASH OVER & SHORT	45	68	400	400	400
10044525 85490 OTHER EXPENDITURES	6,674	6,665	4,000	4,000	4,000
10044525 85505 OFFICE SUPPLIES	134	734	90	90	200
10044525 85510 CLEANING SUPPLIES	460	287	200	200	275
10044525 85515 GASOLINE	362	119	200	200	200

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
10044525 85535 CHEMICAL SUPPLIES	11,247	11,564	14,000	14,000	13,000
10044525 85540 MISC OPERATING EQUIPMENT	667	1,138	500	500	1,000
10044525 85545 CONCESSION SUPPLIES	214	292	400	400	400
10044525 85547 FOOD & BEVERAGES	41,357	37,616	40,000	40,000	40,000
10044525 85590 OTHER GENERAL SUPPLIES	9,598	9,339	9,000	9,000	9,500
10044525 85599 REFUNDS	450	0	550	550	550
TOTAL OPERATING EXPENSES	201,375	204,277	190,555	190,555	203,725
CAPITAL OUTLAY					
-----					
10044525 85615 MACHINERY AND EQUIPMENT	0	0	15,000	15,000	0
TOTAL CAPITAL OUTLAY	0	0	15,000	15,000	0
TOTAL WATER PARK	528,394	524,777	550,892	558,892	545,697

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
LINCOLN POOL					
-----					
PERSONNEL SERVICES					
-----					
10044526 85105 SALARIES - REGULAR	40,975	41,848	42,422	42,422	43,786
10044526 85115 F.I.C.A. PAYROLL TAXES	3,126	3,168	3,245	3,245	3,350
10044526 85120 HEALTH INSURANCE	682	2,053	1,315	1,315	1,640
10044526 85125 LIFE INSURANCE	3	9	7	7	9
10044526 85130 DISABILITY INSURANCE	3	9	10	10	13
10044526 85145 PENSION CONTRIBUTION	87	288	298	298	382
10044526 85150 WORKERS COMPENSATION	806	807	807	807	823
10044526 85160 OTHER EMPLOYEE BENEFITS	0	0	50	50	50
10044526 85161 HRA-VEBA	26	78	65	65	65
TOTAL PERSONNEL SERVICES	45,708	48,260	48,219	48,219	50,118
OPERATING EXPENSES					
-----					
10044526 85305 UTILITY SERVICES	10,674	11,333	9,000	9,000	9,000
10044526 85324 REPAIR & MAINT - BUILDING	909	946	1,000	1,000	1,000
10044526 85325 REPAIR & MAINT - MACH & EQU	2,455	437	1,000	1,000	2,000
10044526 85405 INSURANCE PREMIUMS	0	0	0	0	0
10044526 85410 TELEPHONE	0	0	0	0	0
10044526 85424 LICENSE & FEES	159	164	160	160	160
10044526 85453 CASH OVER & SHORT	-2	-131	25	25	25
10044526 85490 OTHER EXPENDITURES	258	418	300	300	300
10044526 85535 CHEMICAL SUPPLIES	2,844	2,672	2,000	2,000	2,750
10044526 85590 OTHER GENERAL SUPPLIES	198	2,413	2,000	2,000	2,000
10044526 85599 REFUNDS	300	0	250	250	250
TOTAL OPERATING EXPENSES	17,795	18,252	15,735	15,735	17,485
TOTAL LINCOLN POOL	63,503	66,512	63,954	63,954	67,603

<b>Fund General</b>	<b>Department Summary</b>	<b>Public Information</b>
<b>Fund Type</b> Community Environment/Leisure	<b>Supervisor</b> City Administrator	<b>44601</b>

## Description

The purpose of the Public Information Division is to provide a one-stop place where the media and residents can go to get accurate community and city government related information in an efficient and timely manner. City of Grand Island related information is dispersed in a variety of ways, including but not limited to the City website, electronic Citizen Request Management System, social media tools, press releases, reports, newsletters, Grand Island Television, live streaming of council meetings.

The division is also in charge of planning and promotion of all city related events such as the tree lighting event, ribbon cuttings, groundbreakings, and anniversary celebrations. In addition, the public information oversees the Community Youth Council, the city website, over 20 city social media sites, and is the coordinator of city media relations.

## Budget Narrative

The majority of the Public Information budget is comprised of funds for personnel, GITV equipment, and contracts and service maintenance agreements currently in place. Funding in this budget also includes repair and maintenance of existing GITV studio equipment and city council chamber audio/video equipment, website hosting and enhancement, and communication and resident outreach tools and materials.

## Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Audio Video Technician	1	1	1	0	1
Public Information Officer	1	1	1	0	1
<b>Totals:</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>2</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
PUBLIC INFORMATION					
-----					
PERSONNEL SERVICES					
-----					
10044601 85105 SALARIES - REGULAR	130,694	139,495	145,917	145,917	148,975
10044601 85115 F.I.C.A. PAYROLL TAXES	9,812	10,460	11,162	11,162	11,397
10044601 85120 HEALTH INSURANCE	13,971	13,253	10,057	10,057	13,116
10044601 85125 LIFE INSURANCE	164	170	165	165	193
10044601 85130 DISABILITY INSURANCE	237	258	292	292	380
10044601 85145 PENSION CONTRIBUTION	7,842	8,370	8,755	8,755	102
10044601 85150 WORKERS COMPENSATION	155	161	161	161	164
10044601 85160 OTHER EMPLOYEE BENEFITS	44	41	160	160	160
10044601 85161 VEBA	1,168	1,170	1,170	1,170	1,170
TOTAL PERSONNEL SERVICES	164,087	173,378	177,839	177,839	175,657
OPERATING EXPENSES					
-----					
10044601 85213 CONTRACT SERVICES	23,766	24,918	27,500	27,500	30,000
10044601 85325 REPAIR & MAINT - MACH & EQU	0	20	3,300	3,300	3,300
10044601 85330 REPAIR & MAINT - OFF FURN &	243	0	0	0	0
10044601 85416 ADVERTISING	286	604	1,300	1,300	1,300
10044601 85419 LEGAL NOTICES	0	0	60	60	60
10044601 85422 DUES & SUBSCRIPTIONS	515	885	550	550	550
10044601 85428 TRAVEL & TRAINING	2,535	0	3,000	3,000	3,000
10044601 85490 OTHER EXPENDITURES	3,369	263	3,900	3,900	3,900
10044601 85505 OFFICE SUPPLIES	688	198	1,350	1,350	1,350
10044601 85540 MISC OPERATING EQUIPMENT	3,305	3,118	3,500	3,500	3,500
TOTAL OPERATING EXPENSES	34,707	30,006	44,460	44,460	46,960
CAPITAL OUTLAY					
-----					
10044601 85615 MACHINERY AND EQUIPMENT	12,000	0	0	0	0
TOTAL CAPITAL OUTLAY	12,000	0	0	0	0
TOTAL PUBLIC INFORMATION	210,794	203,384	222,299	222,299	222,617

<b>Fund General</b>	<b>Department Summary</b>	<b>Heartland Public Shooting Park</b>
<b>Fund Type</b> Community Environment/Leisure	<b>Supervisor</b> Parks and Recreation Director	<b>44801</b>

## Description

The Heartland Public Shooting Park (HPSP) consists of 420 acres of land. Improvements to the site include six skeet ranges, eight trap ranges, a ten station sporting clays course, rifle and pistol ranges, a seven acre lake, RV campground and archery venue. The facility has been developed using over 1.2 million dollars of private funds along with city dollars. HPSP host numerous regional and national shooting sports event which includes the National 4H Championships, Zombies in the Heartland, USPSA Area 3 Championships, and more. Volunteers play a major role in the operation of the facility. HPSP has become one of Grand Islands most positive economic impacting attractions.

## Budget Narrative

### Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Customer Service Representative-PT	0.75	0.75	0.75	0	0.75
Office Clerk	0	0	0	1	1
Seasonal Workers	1.25	1.25	1.25	0	1.25
Shooting Range Operator	2	2	2	0	2
Shooting Range Superintendent	1	1	1	0	1
<b>Totals:</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>1</b>	<b>6</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
HEARTLAND PUBLIC SHOOTING PARK					
-----					
PERSONNEL SERVICES					
-----					
10044801 85105 SALARIES - REGULAR	224,753	232,195	245,554	245,554	310,000
10044801 85110 SALARIES - OVERTIME	11,835	9,031	1,550	1,550	3,100
10044801 85115 F.I.C.A. PAYROLL TAXES	17,485	17,332	19,022	19,022	19,964
10044801 85120 HEALTH INSURANCE	42,706	40,022	31,378	31,378	33,420
10044801 85125 LIFE INSURANCE	261	268	261	261	306
10044801 85130 DISABILITY INSURANCE	325	347	399	399	530
10044801 85145 PENSION CONTRIBUTION	11,289	11,752	11,965	11,965	13,875
10044801 85150 WORKERS COMPENSATION	935	965	966	966	1,011
10044801 85160 OTHER EMPLOYEE BENEFITS	56	122	160	160	160
10044801 85161 HRA-VEBA	1,560	1,560	1,560	1,560	1,560
TOTAL PERSONNEL SERVICES	311,205	313,594	312,815	312,815	383,926
-----					
OPERATING EXPENSES					
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10044801 85208 CONSULTING SERVICES	4,697	2,668	4,000	4,000	3,000
10044801 85215 SHELLS	1,540	973	7,000	7,000	1,500
10044801 85216 TARGETS	80,746	85,567	70,000	70,000	85,000
10044801 85217 EVENT MERCHANDISE-EXPENSES	26,791	19,130	5,000	5,000	20,000
10044801 85219 MISCELLANEOUS MERCHANDISE	10,711	5,908	7,000	7,000	7,000
10044801 85241 COMPUTER SERVICES	814	770	0	0	0
10044801 85245 PRINTING & BINDING SERVICES	323	428	500	500	500
10044801 85291 DONATION EXPENDITURES	7,766	12,131	15,000	15,000	15,000
10044801 85305 UTILITY SERVICES	23,426	29,416	23,000	23,000	30,000
10044801 85317 PROPANE	671	527	500	500	600
10044801 85319 REPAIR & MAIN-LAND IMP/IRRI	5,221	1,220	850	850	1,500
10044801 85324 REPAIR & MAINT - BUILDING	2,882	4,914	5,000	5,000	5,000
10044801 85325 REPAIR & MAINT - MACH & EQU	11,578	20,995	18,000	18,000	20,000
10044801 85335 REPAIR & MAINT - VEHICLES	571	2,124	300	300	800
10044801 85350 SANITATION SERVICE	13,594	11,301	13,000	13,000	13,000
10044801 85416 ADVERTISING	435	296	2,500	2,500	2,500
10044801 85422 DUES & SUBSCRIPTIONS	324	130	500	500	500
10044801 85424 LICENSE & FEES	1,300	1,823	300	300	1,500
10044801 85428 TRAVEL & TRAINING	1,430	4,044	1,500	1,500	1,500
10044801 85453 CASH OVER & SHORT	243	-6	50	50	50
10044801 85490 OTHER EXPENDITURES	7,256	8,449	10,000	10,000	10,000
10044801 85505 OFFICE SUPPLIES	1,064	1,481	900	900	1,300

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
10044801 85515 GASOLINE	5,644	6,405	7,000	7,000	7,000
10044801 85520 DIESEL FUEL	1,921	1,808	2,000	2,000	2,000
10044801 85540 MISC OPERATING EQUIPMENT	4,810	1,908	1,500	1,500	1,500
10044801 85547 MATERIALS	752	4,913	2,500	2,500	2,500
10044801 85590 OTHER GENERAL SUPPLIES	29,455	43,797	40,000	40,000	40,000
10044801 85599 REFUNDS	50	0	0	0	0
TOTAL OPERATING EXPENSES	246,015	273,120	237,900	237,900	273,250
CAPITAL OUTLAY					
-----					
10044801 85615 MACHINERY AND EQUIPMENT	0	31,514	200,000	200,000	0
10044801 85625 VEHICLES	0	0	15,000	15,000	0
TOTAL CAPITAL OUTLAY	0	31,514	215,000	215,000	0
TOTAL HEARTLAND PUBLIC SHOOTING PARK	557,220	618,228	765,715	765,715	657,176

<b>Fund General</b>	<b>Department Summary</b>	<b>Jackrabbit Run Golf Course</b>
<b>Fund Type Golf Course</b>	<b>Supervisor Parks and Recreation Director</b>	<b>44901</b>

## Description

Jackrabbit Run Golf Course is a 175-acre, 18-hole championship course that is located northeast of Grand Island or east of the airport. The pro-shop is operated by a Golf Professional under a contract with the City. The course provides 25,000 to 30,000 rounds of golf each year.

## Budget Narrative

Moved to General Fund in 2017-2018 fiscal year.

## Personnel

<b>Title</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Net Change</b>	<b>2019</b>
Golf Course Superintendent	1	1	1	0	1
Maintenance Worker II - Golf	1	1	1	0	1
Seasonal Worker	2.5	2.5	2.5	0	2.5
Turf Management Specialist	1	1	1	0	1
<b>Totals:</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>	<b>0</b>	<b>5.5</b>

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
JACKRABBIT RUN GOLF COURSE					
-----					
PERSONNEL SERVICES					
-----					
10044901 85105 SALARIES - REGULAR	0	0	254,971	254,971	264,181
10044901 85115 F.I.C.A. PAYROLL TAXES	0	0	19,505	19,505	20,210
10044901 85120 HEALTH INSURANCE	0	0	42,081	42,081	40,327
10044901 85125 LIFE INSURANCE	0	0	264	264	310
10044901 85130 DISABILITY INSURANCE	0	0	403	403	522
10044901 85145 PENSION CONTRIBUTION	0	0	12,086	12,086	15,349
10044901 85150 WORKERS COMPENSATION	0	0	3,445	3,445	3,566
10044901 85160 OTHER EMPLOYEE BENEFITS	0	0	70	70	70
10044901 85161 HRA-VEBA	0	0	2,364	2,364	2,364
TOTAL PERSONNEL SERVICES	0	0	335,189	335,189	346,899
OPERATING EXPENSES					
-----					
10044901 85211 COMMISSIONS	0	0	175,000	175,000	210,000
10044901 85245 PRINTING & BINDING SERVICES	0	0	200	200	200
10044901 85305 UTILITY SERVICES	0	0	30,000	30,000	28,000
10044901 85317 NATURAL GAS	0	0	2,400	2,400	2,700
10044901 85319 REPAIR & MAIN-LAND IMP/IRRI	0	0	10,000	10,000	12,000
10044901 85324 REPAIR & MAINT - BUILDING	0	0	8,000	8,000	11,000
10044901 85325 REPAIR & MAINT - MACH & EQU	0	0	15,000	15,000	30,000
10044901 85330 REPAIR & MAINT-OFF FURN & E	0	0	200	200	200
10044901 85340 RENT	0	0	21,000	21,000	22,000
10044901 85350 SANITATION SERVICE	0	0	570	570	570
10044901 85416 ADVERTISING	0	0	1,000	1,000	2,500
10044901 85422 DUES & SUBSCRIPTIONS	0	0	1,225	1,225	1,225
10044901 85424 LICENSE & FEES	0	0	240	240	240
10044901 85428 TRAVEL & TRAINING	0	0	1,000	1,000	1,000
10044901 85490 OTHER EXPENDITURES	0	0	8,000	8,000	9,000
10044901 85505 OFFICE SUPPLIES	0	0	400	400	400
10044901 85510 CLEANING SUPPLIES	0	0	200	200	200
10044901 85515 GASOLINE	0	0	10,000	10,000	10,000
10044901 85520 DIESEL FUEL	0	0	5,500	5,500	5,500
10044901 85535 CHEMICAL SUPPLIES	0	0	20,000	20,000	18,000
10044901 85540 SMALL TOOLS & PARTS	0	0	23,500	23,500	23,500
10044901 85547 MATERIALS	0	0	4,000	4,000	4,000
10044901 85560 TREES & SHRUBS	0	0	5,000	5,000	5,000

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
10044901 85590 SUPPLIES	0	0	750	750	750
10044901 85905 SALES TAX	0	0	40,000	40,000	40,000
TOTAL OPERATING EXPENSES	0	0	383,185	383,185	437,985
CAPITAL OUTLAY					
-----					
10044901 85615 MACHINERY AND EQUIPMENT	0	0	72,000	72,000	0
TOTAL CAPITAL OUTLAY	0	0	72,000	72,000	0
TOTAL JACKRABBIT RUN GOLF COURSE	0	0	790,374	790,374	784,884

<b>Fund General</b>	<b>Department Summary</b>	<b>Non-Departmental</b>
<b>Fund Type Other</b>	<b>Supervisor Finance Director</b>	<b>55001, 55002</b>

## Description

This division provides for general government operating costs that are not specifically attributable to any one department or budget division. The purpose is to provide for other general costs that are attributable to numerous departments or those inefficient to allocate. Unallocated expenses such as postage, municipal dues, Information Technology department computer charges and telephone trunk line charges are allocated across city departments based upon the number of employees in each department allocation. Property tax collection fees paid to Hall County and remittance of sales tax revenues due to the state will remain in this division. The non-departmental revenue includes property tax, sales tax, municipal equalization funds, occupation taxes and administrative fees for general fund support. Department specific revenue is listed under the respective department.

## Budget Narrative

The non-departmental division provides for the annual contribution to the Central District Health Department. An annual contingency amount is set aside for unanticipated department expenditures during the fiscal year. A significant expense is budgeted for capital lease payments on the lease-purchase agreements for the Heartland Events Center.

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
NON-DEPARTMENTAL					
-----					
OPERATING EXPENSES					
-----					
10055001 85209 COLLECTION SERVICES	82,451	86,567	71,000	90,000	90,000
10055001 85213 CONTRACT SERVICES	7,595	378,711	5,000	15,450	15,000
10055001 85214 HUMANE SOCIETY CONTRACT	0	697	370,000	371,000	370,000
10055001 85241 COMPUTER SERVICES	485,532	479,220	578,015	578,015	538,570
10055001 85405 INSURANCE PREMIUMS	158,477	160,458	159,045	131,302	138,000
10055001 85409 VOLUNTEER EXPENSE	2,899	2,907	3,000	5,844	8,000
10055001 85410 TELEPHONE	68,444	66,008	81,437	67,890	80,000
10055001 85412 HEALTH DEPARTMENT	110,741	110,741	110,741	110,741	112,955
10055001 85422 DUES & SUBSCRIPTIONS	3,813	0	0	0	0
10055001 85453 CASH OVER & SHORT	54	162	0	0	0
10055001 85490 OTHER EXPENDITURES	2,176	7,286	3,000	3,000	3,000
10055001 85505 OFFICE SUPPLIES	20,088	20,076	18,659	21,000	25,000
10055001 85905 SALES TAX	65,394	66,324	80,000	80,000	80,000
TOTAL OPERATING EXPENSES	1,007,664	1,379,157	1,479,897	1,474,242	1,460,525
OTHER FINANCING USES					
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10055001 85706 LEASE PAYMENTS	1,371,255	511,803	517,204	507,238	499,681
10055001 85707 LEASE PMT-STATE FAIR	1,429,484	0	0	0	0
TOTAL OTHER FINANCING USES	2,800,739	511,803	517,204	507,238	499,681
TOTAL NON-DEPARTMENTAL	3,808,403	1,890,960	1,997,101	1,981,480	1,960,206

CITY OF GRAND ISLAND  
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2019

GENERAL FUND	2016 ACTUAL	2017 ACTUAL	2018 REVISED BUDGET	2018 FORECAST	2019 BUDGET
CONTINGENCY					
-----					
OPERATING EXPENSES					
-----					
10055002 85213 CONTRACT SERVICES	7,434	1,482	347,615	100,000	100,000
TOTAL OPERATING EXPENSES	7,434	1,482	347,615	100,000	100,000
TOTAL CONTINGENCY	7,434	1,482	347,615	100,000	100,000
TOTAL EXPENSES	38,579,996	43,150,865	37,987,725	36,163,704	36,379,154