



# **City of Grand Island**

**Saturday, February 16, 2019**  
**Council Retreat**

## **Item -1**

### **Agenda and Packet**

**Staff Contact: Brent Clark**



## **City Council Retreat**

Saturday, February 16, 2019

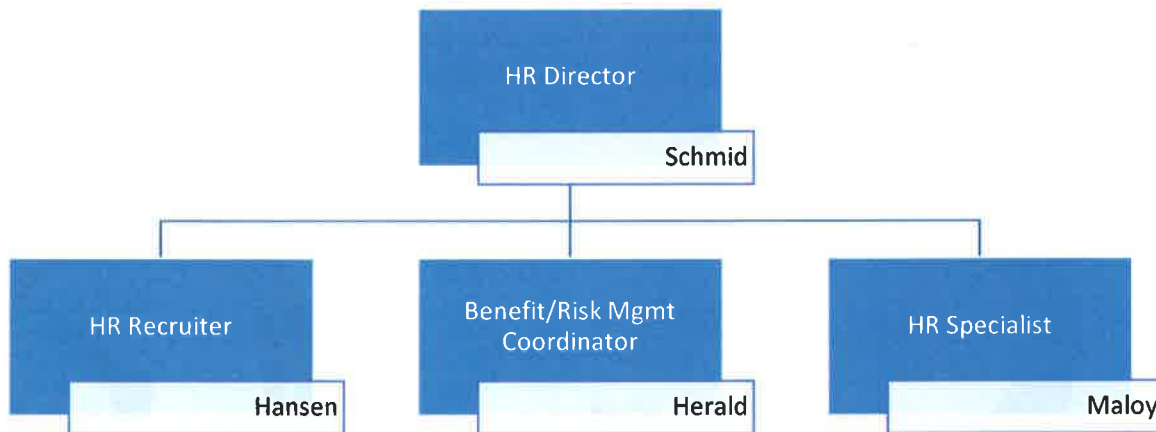
8:30 a.m. to 3:30 p.m.

|                            |   |
|----------------------------|---|
| 8:30 a.m.                  | <b>Welcome &amp; Expectations of the day</b> – Mayor Steele   |
| 8:40 a.m. –<br>9:30 a.m.   | <b>Director's State of the Department's</b><br>Human Resources, Clerk, Legal, Utilities, Public Works, Parks &<br>Recreation  |
| 9:30 a.m.                  | Break   |
| 9:45 a.m. –<br>10:45 a.m.  | <b>Director's State of the Department's</b><br>Emergency Management, Building, Planning, Fire, Police, Library,<br>Finance  |
| 10:45 a.m.                 | Break   |
| 11:00 a.m. –<br>12:00 p.m. | <b>OpenGov Presentation/Budget Tutorial</b>   |
| 12:00 p.m. –<br>1:00 p.m.  | <b>Lunch/ Q &amp; A with OpenGov</b>  |
| 1:00 p.m. –<br>2:00 p.m.   | <b>Discussion on FTE's in General Fund</b><br>– Patrick Brown, Finance Director   |
| 2:00 p.m.                  | Break   |
| 2:15 p.m. –<br>3:15 p.m.   | <b>League of NE Municipalities Overview, Form of Government,<br/>Expectations</b> – Lynn Rex & Marlan Ferguson  |
| 3:15 p.m. –<br>3:30 p.m.   | <b>Discussion on Upcoming Study Sessions</b><br>March 5 <sup>th</sup> Infrastructure Needs<br>April 2 <sup>nd</sup> Electrical Utility Department Overview<br>May 7 <sup>th</sup> Sales Tax, Food & Beverage Tax, Wheel Tax |
|                            | <b>Scheduling Council Tour of Facilities</b>  |
| 3:30 p.m.                  | Adjourn   |

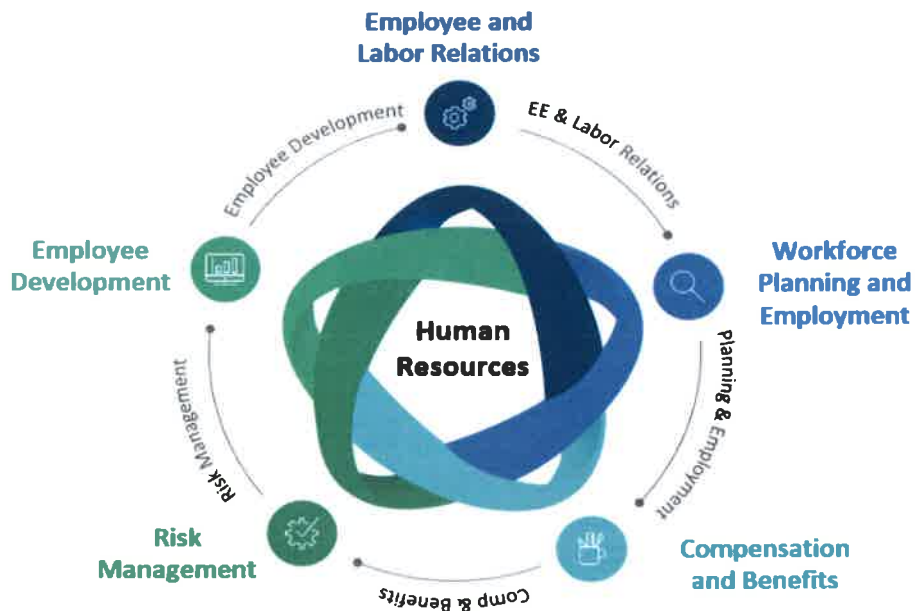
# CITY OF GRAND ISLAND

## Human Resources Department

The Human Resources Department is responsible for all aspects of human resource management for the City's 500+ employees. The HR staff consists of:



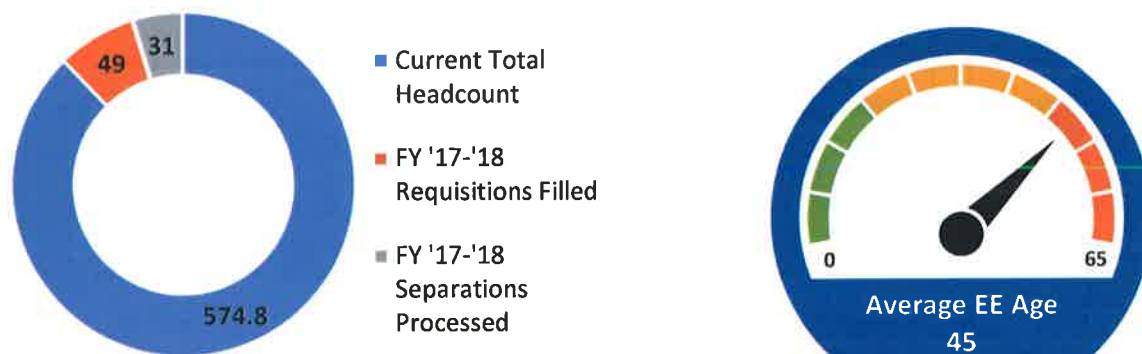
The department provides five (5) core functions to support operations.



The following briefly describes each core function along with recent activities in each function.

## **Workforce Planning and Employment**

The department is responsible for the recruitment and selection of all full time, part time, seasonal and temporary positions, Civil Service coordination and onboarding facilitation. The hiring process consists of advertising, applicant tracking, interviewing, testing (when applicable), post-offer drug screens, I-9 compliance, background checks and job-related employment physicals. Hiring for positions in the Police and Fire departments follows Civil Service Rules and Regulations. The Human Resources Director or designee serves as the secretary to the Civil Service.



During the summer, the City employs over 200 additional staff to support summer activities.

## **Employee and Labor Relations**

The department, along with support from Legal, is also responsible for managing relations with the four (4) labor unions, negotiations of six (6) collective bargaining agreements, employee grievances, disciplinary actions, appeals and legal compliance. The following table explains the various bargaining units, duration of the labor contracts and the employee classifications represented.

| Bargaining Unit | Contract Duration           | Job Classifications                          |
|-----------------|-----------------------------|--|
| AFSCME          | Oct 1, 2018 – Sept 30, 2022 | Streets, Fleet, Parks, Cemetery              |
| FOP             | Oct 1, 2016 – Sept 30, 2019 | Police Officers and Sergeants                |
| IAFF            | Oct 1, 2016 – Sept 30, 2019 | FF/EMT/Para, Cpt., LSI, Shift Commander      |
| IBEW S/C/F      | Oct 1, 2018 – Sept 30, 2021 | Service, Clerical, Finance EEs               |
| IBEW Utilities  | Oct 1, 2017 – Sept 30, 2020 | Production, Distribution, Water, Engineering |
| IBEW WWPT       | Oct 1, 2018 – Sept 30, 2022 | Wastewater Treatment Plant EEs               |

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Approximately seventy-seven (77%) percent of City employees are represented by one of the aforementioned unions. This fiscal year the City will negotiate labor contracts with the FOP and IAFF.

### **Compensation and Benefits**

Responsibilities include coordination of compensation reviews, salary arrays, salary ordinance, administration of benefit plans including; Section 125 plan (cafeteria), life, supplemental life, long-term disability, EAP, FMLA, health, health savings account, wellness, dental, VEBA plan, COBRA, deferred compensation and administration of three (3) separate and unique pension retirement plans.

In the 2016-2017 plan year, changes were instituted to the health plan due to failing financial performance. The most significant change was the elimination of spouses who had access to coverage from their employer. The changes have shown to be sustainable as the fund has been able to maintain just over \$2M in reserve. Future concerns to the plan include the rising cost of pharmaceutical drugs and the frequency of high cost claims. The City intends to conduct an RFP of health plan this year.

### **Employee Development**

The department is responsible for providing all-employee training, performance appraisals, job classification, position descriptions and processing tuition reimbursements. While the description of this section is small, the volume of processing is high. For example, the department processes 500+ performance appraisals each year.

Most recently, in January, the department coordinated and completed harassment training for all City employees.

### **Risk Management**

Responsibilities here include workers' compensation, liability claims, records management and support of the City Safety Committee. Risk management is a major component of the Human Resources Department. This entails working with employees on workers compensation issues and with the public on claims against the City, including damage claims to private and public property.

Last year the City Safety Committee updated the Employee Safety Manual. All employees then received an updated copy and signed off on the updated policy.



## City Clerk

The City Clerk is one of five 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 is appointed by the Mayor and confirmed by the City Council.

The City Clerk's Office is responsible for managing the official records of the City of Grand Island. This includes recording all proceedings of City Council meetings, serving as the legal custodian of official records; including minute books, ordinances, resolutions, contracts, agreements, conditional use permits, liquor licenses, deeds, and purchasing duties.

The City of Grand Island has a total of 122 Liquor Licenses within the City limits; 62 Class "C" and 60 Non-Class "C". All licenses are renewed each year. In 2018 the Clerk's office issued 66 Special Designated Liquor Licenses. These are one day events held in the City but at a location other than the retail business location.

In 2018 the City Clerk's office opened 69 bids, Requests for Proposals, and Requests for Quotes. There were 24 regular City Council meetings, 5 Study Sessions, and 1 Special meeting.

The goal of the City Clerk is to provide the public with complete and timely information, fulfill assigned duties, meet the demands of the growing City in the most efficient and effective manner possible, and train for a backup person in the event the City Clerk is absent.

## **City Legal Department**

The City Legal Department consists of two attorneys, the City Attorney and Assistant City Attorney, and one legal secretary. This is a smaller staff than what existed in the 1990's and early 2000's when three support staff supported the attorneys, including at least one paralegal. The City Attorney and Assistant City Attorney function as a corporate in-house counsel in the private corporate world.

The City designated the City Attorney as the City's purchasing agent. This function is primarily performed by the Assistant City Attorney, who reviews bid document and procurement contracts, processes procurement claims and disputes, and consults with and advises department directors and employees concerning City procurement code requirements.

The attorneys of the Legal Department are responsible for reviewing all council resolutions and ordinances. The attorneys prepare most resolutions and ordinances of a non-routine or complex nature.

The Department functions as the clearinghouse for public records requests and subpoenas received by the City and its departments, which involves reviewing subpoenas and records requests, determining whether records may be withheld, disclosed with redactions, or disclosed without redaction, and responding to requests. The attorneys review all subpoenas received by the City and advises police and other department concerning responses. When appropriate, the attorneys prepare and file objections with the court.

Except in matters involving tort claims or other civil claims for which the City's insurance carrier is obligated to provide the City with defense counsel, the City's legal department represents the City in civil claims asserted against the City. In matters in which the City is represented by counsel provided by the City's insurer, the City Attorney and Assistant City Attorney supervise and consult with outside counsel regarding the defense. Contract and other claims the City may have or assert against a third party, nuisance property actions, enforcement of special assessment liens through foreclosure, and eminent domain proceedings are the responsibility of the Legal Department.

Documents involving the issuance of financing bonds, opinions of bond counsel, and other financing and security documents, are reviewed and approved by the City Attorney.

The Legal Department provides legal advice and assistance to the City Officials, Department Directors and employees in a myriad of situations, including labor negotiations, contract negotiations, planning and zoning, TIF, building code enforcement, HIPAA, environmental law, personnel and HR matters, police/law enforcement law, assist with negotiation of wind and solar power purchase agreements, real estate law, and interlocal agreements with governmental entities, to name but a few.

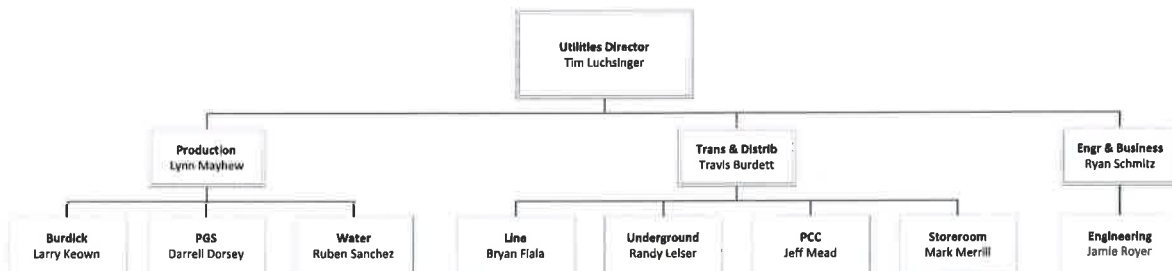
In addition to the above, the City Legal Department prosecutes violations of City code (traffic, building code, nuisance property, and miscellaneous offenses) in juvenile court and county court, advises the City's Code Enforcement Officers, supervises animal control contract performance, prosecutes animal code violations, and represents the City in actions involving the designation of animals as dangerous or potentially dangerous, and designation of animal owners as nuisance owners. The Assistant City Attorney functions as secretary of the City's Animal Advisory Board.



## UTILITIES DEPARTMENT

### An Overview of the Electric and Water Utilities

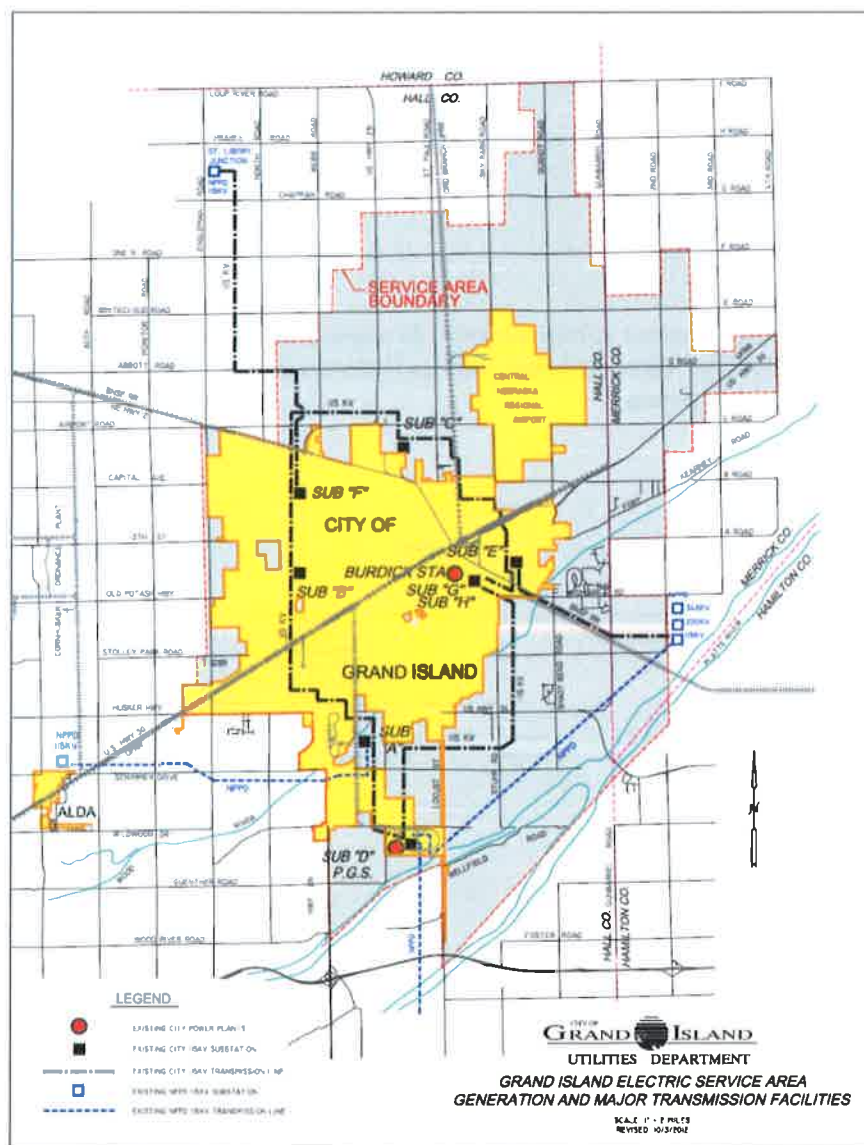
The Utilities Department is organized as follows with 129 employees in the Electric Utility and 11 employees in the Water Utility. Three Assistant Utilities Directors are the primary managers for operations in their assigned Divisions.





## **ELECTRIC**

The Electric Department serves an eighty square mile area, extending from the west edge of the Capital Heights Subdivision on the west, into Merrick County on the east and from the Platte River on the south to the Howard County line on the north. Within this area, the utility operates and maintains 594 miles of transmission and distribution lines, 175 miles of which are underground, to serve 27,000 customer connections. System line voltage ranges from 13,400 Volts to 115,000 Volts. The “backbone” of the distribution system is the 115,000-Volt loop around the City and associated substations. Feeder circuits at 13,400 Volts emanate from seven substations on the 115,000-Volt loop to provide power throughout the City. The City's distribution system is interconnected with the regional transmission grid at four locations; at Substation “E” on the east side of the City, at Platte Generating Station south of the City, at Substation “A” in the south central, and at Substation “F” on the west side of the City. An additional distribution Substation “J” was constructed on the Platte Generating Station site at Wildwood and Blaine to support future growth in the Industrial Park area.



The Utilities Department operates two power plants, the gas/oil-fired Burdick Station with three gas turbines and a total plant capacity of 81,000 kW; and Platte Generating Station, a coal-fired plant with a single 100,000 kW steam turbine. The City also owns a 35,000 kW share of the Nebraska City 2 coal-fired unit which was built in 2009 and is operated by Omaha Public Power District, and a 15,000 kW share of the Whelan 2 coal-fired unit, built in 2011 and operated by Hastings Utilities. In addition to these plants, the City participates in several wind generation facilities throughout Nebraska with other utilities with a total participation share of 39,000 kW. An additional 50,000 kW wind project located in Custer County is in development and scheduled to be in operation in 2019. A 1,000 kW solar project located north of the JBS plant site was recently placed into operation.



Coal is an inexpensive power generation fuel and, in the past, the Platte Generating Station provided most of the City's power requirements, along with Nebraska City and Whelan, and additional power during peak loads was provided by Burdick Station or by purchased power via the regional grid interconnections. Grand Island's electric loads, as well as all other utilities in Nebraska, are now served by the Southwest Power Pool (SPP), the regional operator for the electric transmission system. SPP utilizes a market price system to provide the most economical power to all its members. Determination of daily power prices, as well as bilateral sales to other utilities, is assisted through a power marketing agreement with the Tenaska Power Services.

The peak load to date for the utility is 170,700 kW occurring in July 2012. Electric demand peaks occur during the summer months when air conditioning loads are maximized. Load growth since the late 1970s has averaged 2% to 3% per year, however, load growth has flattened in recent years due to improvements in electric appliances and devices. Much of the projected capital improvement expenditures in the next few years was to the Platte Generating Station for compliance with new environmental regulations dealing with coal-fueled plants. A \$42 million project was completed in 2015 to allow Platte to be in full compliance with the new regulations.

A five- and twenty-year analysis of the electric utility was recently completed develop a master plan regarding the system's power sources and distribution system.

No tax funds are used by the Electric Utility, all Utility revenue is based on sales. Rates are established by the City Council and are based on a fixed rate for energy used, along with an adder based on a six-monthly rolling average of fuel and purchased power costs. A cost of service study was recently completed and presented minor rate adjustments to ensure that all rate classes are contributing an equitable amount to electric system costs. The Electric Utility pays approximately \$2,300,000 annually to the City general fund in the form of city sales tax, administrative fees and franchise fees, in addition to state sales taxes.

The Electric Utility receives administration and accounting support from the Finance Department Information Technology Processing Division. Approximately 1,400 bills and payments are processed each working day. The Electric Utility reimburses the Finance Department around \$1,400,000 annually for these services.

## **WATER**

The Water Department provides service generally within the City limits. It operates and maintains over 389 miles of transmission and distribution piping, ranging in size from 4 to 30 inches in diameter, to serve 17,000 customer connections. The system includes 2,800 fire hydrants and over 7,000 valves.

The water source for Grand Island is the aquifer underlying the area. The Department utilizes a well field located on an island in the Platte River. Twenty-one low-pressure wells discharge to a collection basin at the well field and, from there, water is pumped via 30-inch transmission lines to reservoirs in the City. From the reservoirs, water is pumped into the City distribution system. Five high-pressure wells, located in the City, pump directly into the distribution mains.

Four above ground reservoirs, with a total storage capacity of 13,500,000 gallons, are located at Stuhr Road on the east edge of the City, two at Old Potash Highway and North Road in the west, and at Kimball Street between 4<sup>th</sup> Street and East North Front, in the City center. The operation of the well field, the high-pressure wells, and the pumping stations is performed from the Burdick Station power plant control room. A 2,000,000-gallon elevated storage tank located on



South Engleman Road was recently placed in service to provide addition system capacity during peak usage periods and to allow water system pressure to be maintained in the result of an emergency.

The City water system is sized to provide for peak customer demand, plus reserve for fire protection. Grand Island's excellent fire protection rating by Insurance Services Office is due, in part, to the stability and capacity of the water system. Peak City water demand to date is 28,000,000 gallons per day. Average water consumption is 11,500,000 gallons per day.

In the last 25 years, problems with nitrate contamination of the high-pressure wells within the City limits have forced abandonment of several of these wells. Nitrate levels seem to be stabilizing but we are finding herbicides, pesticides, and volatile organic compounds in the in-town wells, and in 2001 and 2002, the City abandoned three in-town wells due to contamination. At the same time, demand for City water is increasing steadily, therefore, to provide additional water supply and to replace the lost wells, the utility is utilizing more of the Platte River well field, which currently provides over 95% of the water to the City. In 2012, as a proactive measure to ensure compliance with EPA drinking water regulations, a uranium removal system was added at the well field to treat the water from three of the wells, which is blended with the other wells to lower overall uranium concentrations for water supplied to the City. The \$3,000,000 capital cost of this uranium removal project was financed through revenue bonds, while the \$900,000 annual operating cost will be paid for by a monthly water meter fee enacted for that purpose.

A five- and twenty -year planning analysis was last completed in 2001, and a new analysis is being planned in the next year. The focus of the Department for the next several years will be expansion of large distribution mains to support citizen requests for municipal water distribution system extensions.

No tax funds are used by the Water Utility, all Utility revenue is based on sales. Rates are established by the City Council and are based on a fixed rate for water used, along with a monthly water meter fee. The Water Utility pays approximately \$220,000 annually to the City general fund in the form of city sales tax, administrative fees and franchise fees, in addition to state sales taxes.

The Utility receives administration and accounting support from the Finance Department and the Information Technology Division. Approximately 1,400 bills and payments are processed each working day. The Water Utility reimburses the Finance Department around \$420,000 annually for these services.



## Public Works Department

The Public Works Department consists of 8 divisions:

- Administration
- Engineering Services
- Fleet Services
- MPO
- Solid Waste
- Streets and Drainage
- Transit
- Wastewater

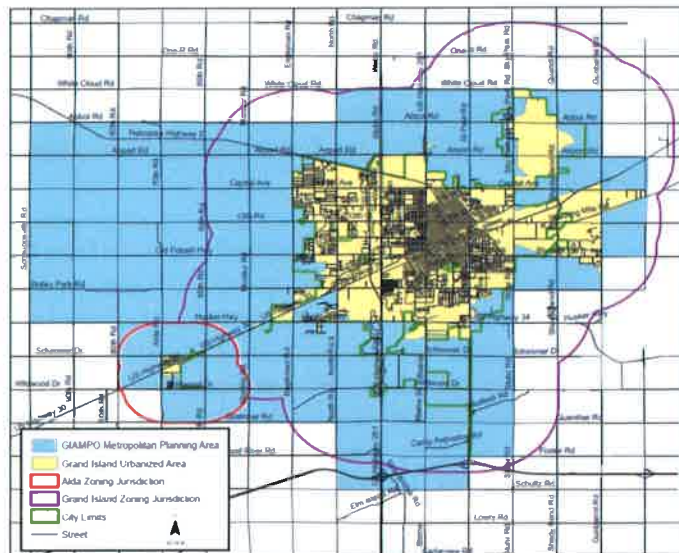
The MPO and Transit Divisions were created as a result of the City becoming a Metropolitan Statistical Area (MSA). A great deal of effort has been required over the last few years to establish these groups and meet the federal requirements; the set up phase is nearing completion and normal operations are commencing.

### MPO:

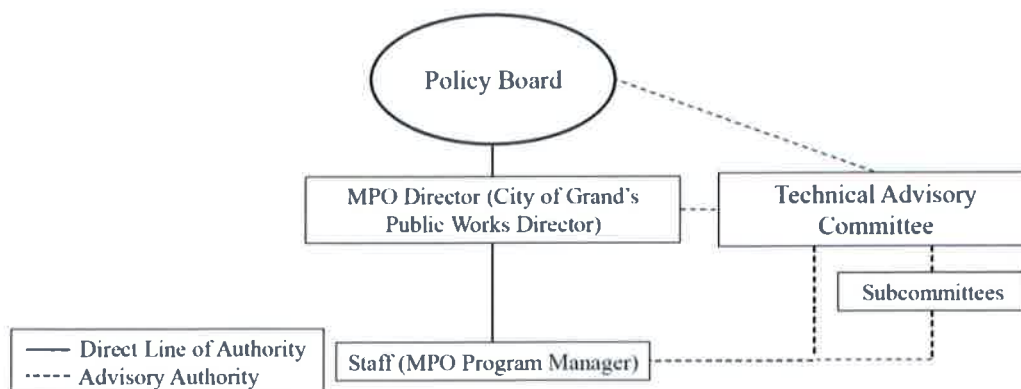
#### Metropolitan Planning Organization Division

A Metropolitan Planning Organization (MPO) is a federally mandated and federally funded transportation policy-making organization that is made up of representatives from local government and transportation providers. The United States Congress passed the Federal-Aid Highway Act of 1962, which required the formation of an MPO for any urbanized area (UZA) with a population greater than 50,000.

The Grand Island Area Metropolitan Planning Organization (GIAMPO) serves as the formal transportation planning body for the Grand Island Metropolitan Planning Area. This area comprises the City of Grand Island, Village of Alda, portions of Hall County, and a portion of west Merrick County.



#### GIAMPO Organization



The GIAMPO Policy Board is the regional legislative body governing the MPO. This board is comprised of elected and appointed officials representing local, state, and federal government and agencies. There are 8 voting members and 2 non-voting members. The City of Grand Island's Mayor serves as the Chair. The Vice-Chair is elected from the voting membership of the Policy Board. The Policy Board sets regional long-term transportation policy and approves work products.

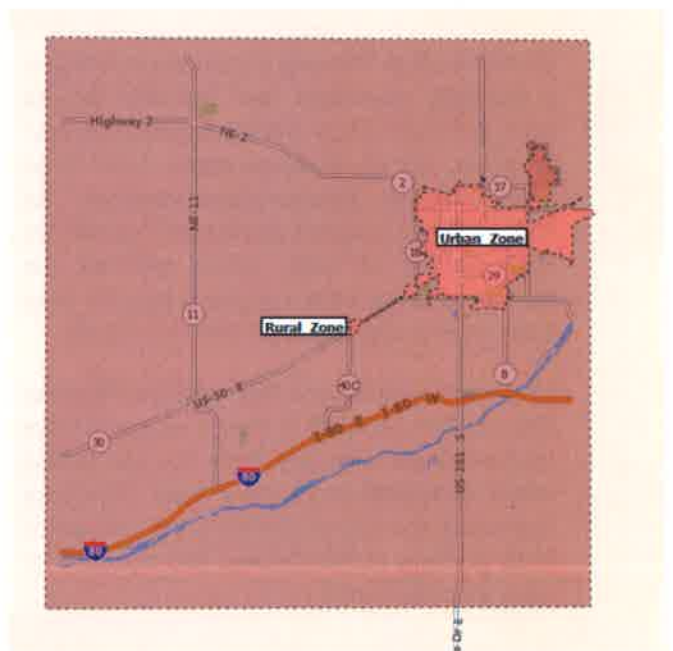
The GIAMPO Technical Advisory Committee (TAC) is a staff-level committee of local, state, and federal government agencies and organizations. There are 11 voting members and 8 non-voting members. The TAC provides technical support and recommendations to the Policy Board. Subcommittees can be formed to provide technical support and recommendations to the TAC.

The City of Grand Island's City Engineer/Public Works Director serves as the MPO Director. The GIAMPO staff is comprised of the MPO Program Manager, who is responsible for researching and preparing all of the documents necessary for the MPO program, as well as assignments originating from both the Policy Board and TAC as directed by the MPO Director.

## Transit:

Grand Island and Hall County have had public transportation services available to residents since the mid-1970s. After the 2010 Census designation of Grand Island to a Metropolitan Statistical Area, the City of Grand Island became the sole provider of public transportation within the urbanized area, with Hall County responsible for the remaining rural areas within the County.

Transit operations for the City's demand-response transit system are provided by a contracted transit provider, while capital projects, branding, service expansion and program compliance are overseen by the City of Grand Island. Transit-related operational expenses and capital expenses are reimbursed by the Federal Transit Administration's (FTA) 5307 Urbanized Formula Funding Program, which is commonly referred to as 5307 funding. This program reimburses transit operations expenses at 50/50 and all capital expenses at 80/20. This City also applies for competitive funding through the State of Nebraska annually.



### Transit Milestones:

- July 2016 - The City entered into a three year contract with Senior Citizen Industries, for the provision of transit operations.
- March 2017- the City and the Grand Island Area Metropolitan Planning Organization (GIAMPO) launched the Regional Transit Needs Assessment and Feasibility Study. The primary purpose of the study was to provide baseline information to the City of Grand Island, and to give the City a plan for transit service based upon, but not limited to, community input and vision for the future.
- May 2017 – City hires Transit Program Manager to manage the newly established Transit Division.

## **ACCOMPLISHMENTS**

### **Engineering Services:**

- 13<sup>th</sup> Street Project with roundabout at North Road
- Annual Handicap Ramp Project
- Community Development Block Grant (CDBG) was utilized to complete additional ramps in addition to the annual project
- Annual resurfacing project
- West Engleman Sewer district
- Installed sanitary sewer flow meters
- Lift Station 20 replacement
- Cured-in-Place Pipe (CIPP) Sanitary Sewer rehabilitation
- Initiated construction rebuild of the South North Front Street Bridge and Sycamore underpass rehab
- Conceptual design of Old Potash corridor improvements
- New Cone Zone Map online for easier access of closure information

### **Fleet Services:**

- Hall County Transit became new customer
- Added (1) FTE to provide for retirement and succession planning.

### **MPO:**

- December 2017- Adopted the final Summary Report for the Regional Transit Needs Assessment and Feasibility Study
- August 2018- Adopted Bicycle and Pedestrian Master Plan
  - March 2012- The City of Grand Island and surrounding area was identified as a census defined Urbanized Area
  - March 2013- The Governor of Nebraska designated GIAMPO as the official MPO for the Grand Island Urbanized Area
  - May 2013- Held first GIAMPO Policy Board meeting and adopted the first annual Unified Planning Work Program (UPWP)
  - May 2014- Held first GIAMPO Technical Advisory Committee (TAC) meeting and adopted the Metropolitan Planning Area
  - November 2015- Adopted the Public Participation Plan (PPP)
  - April 2016- Adopted the Long Range Transportation Plan (LRTP) and the first annual Transportation Improvement Program (TIP)
  - June 2017- Completed the first annual List of Federally Obligated Projects

### **Solid Waste:**

- Landfill Cell 3 construction project was completed. This \$3,400,000 project was paid entirely from cash reserves and the new cell will provide waste disposal capacity for approximately the next 20 years.
- Continued capital replacement schedule – purchased new wheel loader, truck-tractor, and transfer trailer for the transfer station.
- Part-time clerk position was increased to a full-time position.
- Jeff Wattier continued to serve on the Nebraska Cornhusker Chapter of SWANA (Solid Waste Association of North America) Board of Directors.

## Streets and Drainage:

- 13<sup>th</sup> /Allen Dr – Relocated and narrowed nose of south median to accommodate large truck turning movement and protecting storm catch basin.
- State St/Lawrence Lane & State St/Overland Trail – repaired concrete pavement, installed new induction loops and pavement markings.
- 10<sup>th</sup> St between Eddy and Broadwell – repaired concrete pavement, installed new loops and pavement markings.
- Capital/Webb – repaired concrete pavement on west leg of intersection for eastbound traffic.
- 17<sup>th</sup>/Wheeler – repaired concrete pavement through the entire intersection.
- 5-Points Intersection – Patched asphalt pavement, repaired base, and placed new loops for westbound State St.
- South Front St – Patched asphalt pavement, completed first full-width fog seal project with Streets staff, re-configuration pavement markings to accommodate new diagonal parking on the south side of road.
- Patched asphalt pavement on 3<sup>rd</sup> St between Eddy and Broadwell, Cleburn between 2<sup>nd</sup> and 3<sup>rd</sup>, Broadwell Ave north of 5-points, and Eddy St between State and 10<sup>th</sup> St.
- Old Hwy 30/Webb Rd – In conjunction with overlay project, raised pull boxes, updated pavement markings, and installed overhead street name signs.
- 4<sup>th</sup> St/Eddy St – re-wired cable span signal to accommodate split phasing to accommodate EPA long-term lane closures.
- 3<sup>rd</sup> St/Broadwell – installed Grand Island's first traffic signal battery back-up.
- 13<sup>th</sup> St/Webb Rd – install new camera detection system.
- 2017-2018 winter season, implemented new snow removal agreement with Hall County.
- 2017-2018 winter season, completed successful trial pre-treating overpass to reduce accidents. 2018-2019 winter produced a weather condition standard to be used for determining if/when the overpass should be pre-treated.
- Hwy 281 – In conjunction with highway reconstruction project, installed new signs including large guide signs (to be completed this year). Installed reflective stickers on new light poles in place of flexible delineators, reducing ROW hazards and poles to mow around.
- Storm Sewer Cleaning – Completed area between South Locust St and Stuhr Rd from Bismark Rd to Fonner Park Rd.
- Bridge rail delineators were installed on all Hwy 281 bridges south of Hwy 30 and on 2<sup>nd</sup> St overpass.
- Locates – successfully convert to iTicket Locator, on-line locate ticket checking process.
- Completed Mastic work/Pothole repairs on Hwy 2

## Transit:

- May 2018 – first Triennial Review, a thorough review of the City's transit compliance, conducted by Federal Transit Administration
- July 2018 – operations move to 1016 Diers Avenue, Suite 119.
- November 2018 – advertised RFP for transit service contract to replace the bridge contract set to expire in June 2019.
- December 2018 –received notification of successful Triennial review closeout.

## Wastewater:

- Repaired major buckle in the North Interceptor along Seeding Mile Access.
- Plant flow investigation and analysis.
- Added the Hach WIMS SCADA interface to data collection system.
- Installed new blowers for the Waste Activated Sludge (WAS) tanks.



- 2018 NWEA Bronze Safety Award
- 2018 Scott Wilber Outstanding Facility Award
- Emergency repairs:
  - Major buckle in the North Interceptor along Seedling Mile Road access
  - Stolley Park Road manhole
  - 720 W Stolley Park Road
  - Wheeler Avenue / Locust Street
  - 1<sup>st</sup> Street / Plum Street
  - 1<sup>st</sup> Street / Elm Street

## **OBJECTIVES**

### **Engineering Services:**

- Kaufmann Drainage Outlet
- Sugar Beet drainage pipe
- Complete South North Front Street Bridge and Sycamore underpass rehab
- North Broadwell ditch regrading
- Final design for Phase 1 of Old Potash with potential letting in 2020
- Design of North Road Corridor
- Annual Handicap Ramp Project
- Again this year, CDBG funding will be utilized to complete additional ramps aside from the annual project
- Annual resurfacing project
- CIPP repair throughout downtown
- Complete flow data collection along the South Interceptor
- Signal timing along US Highway 281
- Willow Street Sanitary Sewer District No. 543



### **Fleet Services:**

- Train two new Mechanics
- Develop ASE certification schedule
- Transit vehicle lift maintenance and repair training
- Develop plan for fuel tank replacement and fuel plumbing upgrade

## MPO:

- Develop the following annual MPO work products
  - FY 2020 Unified Planning Work Program
  - FY 2020-2024 Transportation Improvement Program
  - Annual Listing of Federally Obligated Projects for FY 2018
- Manage the current Unified Planning Work Program, Transportation Improvement Program and Long Range Transportation through amendments and administrative modifications as needed
- Develop and/or maintain the planning data repository for the GIAMPO planning area (i.e. demographics, socioeconomic, traffic counts, crashes)
- Begin the update of the Long Range Transportation Plan and the regional Travel Demand Model

## Solid Waste:

- Complete transfer station operations & facility improvement and rate study.
- Continue capital replacement schedule – new dozer for the landfill and various other pieces of equipment.
- Landfill ground water monitoring through the new 5-year contract.

## Streets and Drainage:

- Webb Rd from Capital to Hwy 30 – repair concrete pavement. This will include fixing two large manholes in Webb Rd at State St and repairing the milled curb at Webb Rd/North Front St.
- Webb Rd/State St – Traffic signal cabinet replacement, wiring for addition of eastbound right turn overlap, and installation of camera detection system. This was delayed by NDOT's Hwy 281 detour
- Repair Asphalt on Schimmer Dr, Harrison St, and Eddy St (south of 1st).
- Hwy 281/State St – Traffic signal pole replacement on the southwest corner due to damage from accident. This will include GPS emergency vehicle preemption at this intersection and interconnect with State/Diers. This will be the last intersection on Hwy 281 from Capital Ave to Old Potash to be outfitted with this preemption equipment.
- Hwy 281/Husker Hwy – Traffic signal cabinet replacement and installation of camera detection system. This will be done in conjunction with the Husker Hwy Improvements for the new hospital.
- Webb Rd/Old Hwy 30 – Traffic signal battery back-up installation. This is the last RR preempted intersection needing battery back-up.
- Storm Sewer Cleaning –Area between Walnut St/South Locust St and Lincoln Ave from 1<sup>st</sup> St to Fonner Park Rd.
- Hwy 281– new, large guide signs to be installed and relocated for better advance warning of lane use at junction with Hwy 30.

## Transit:

- February 2019 – Implement transit system re-branding campaign.
- March 2019 – Implement changes to scheduling to increase trip availability.
- April 2019 – Award of new transit provider contract.
- April 2019 – New agreement with Hall County for transit services.
- July 2019 – Start of new transit provider contract.
- Mid-2019 – Vanpool Program, in coordination with Enterprise Vanpool and the State of Nebraska.
- Late 2019 – RFP for RideShare App.
- Late 2019 – Purchase 2 replacement buses.

## Wastewater:

- Complete Biological Nutrient Removal (BNR) study in preparation for new EPA requirements.
- Complete the Hach WIMS interface connection and complete training on its use.
- Complete installation of the blowers for the WAS tanks.
- Rehabilitate the #3 Clarifier including various new components, coatings, and anodes for corrosion prevention.

# **Grand Island Fire Department**

The Grand Island Fire Department (GIFD) is an all-hazards department. Their primary mission is to protect lives, property, and the environment from the adverse effects of fires, medical emergencies, or exposure to dangerous conditions created by man or nature. The department's biggest asset is the 70 professional men and women who have dedicated their lives to serving the public.

The GIFD has a proud history of serving the community. Over the years, the GIFD has continued to evolve into a modern fire and emergency medical service. Key dates in department history are:

- 1874 – Became an organized fire department
- 1921 – Changed from volunteer to career (paid) department
- 1981 – Began advanced life support (ALS) ambulance service
- 2000 – Assigned paramedics to engine companies
- 2002 – Fire stations/crews began to specialize (airport, technical rescue, Haz-Mat, etc.)
- 2013 – Implemented shift commander position/eliminated one division chief and three captains positions
- 2013 – Implemented life safety inspectors
- 2017 – Achieved an ISO Class I rating

The GIFD consists of three major divisions which are: fire operations, emergency medical services (EMS), and fire prevention. The divisions are defined by the nature of their work. Each division falls under the direction of a division chief.

The majority of GIFD personnel (63) are assigned to A, B, or C shift. Each shift works a continuous 24 hour shift followed by 48 hours off. This schedule results in an average 54 hour work week. A special provision of federal law (7K of the FSLA) allows firefighters to work an average of 53 hours per week before they are eligible for overtime.

At full staffing, 21 personnel are assigned to each shift but minimum staffing is 17. The four personnel above minimum staffing (21-17=4) are typically used to cover absences such as vacation, medical leave, injury leave, open positions, etc.

One any given day, the GIFD staffs two fire engines, one ladder truck, one rescue pumper, two ALS ambulances, and a shift commander from four strategically placed fire stations. The station locations are:

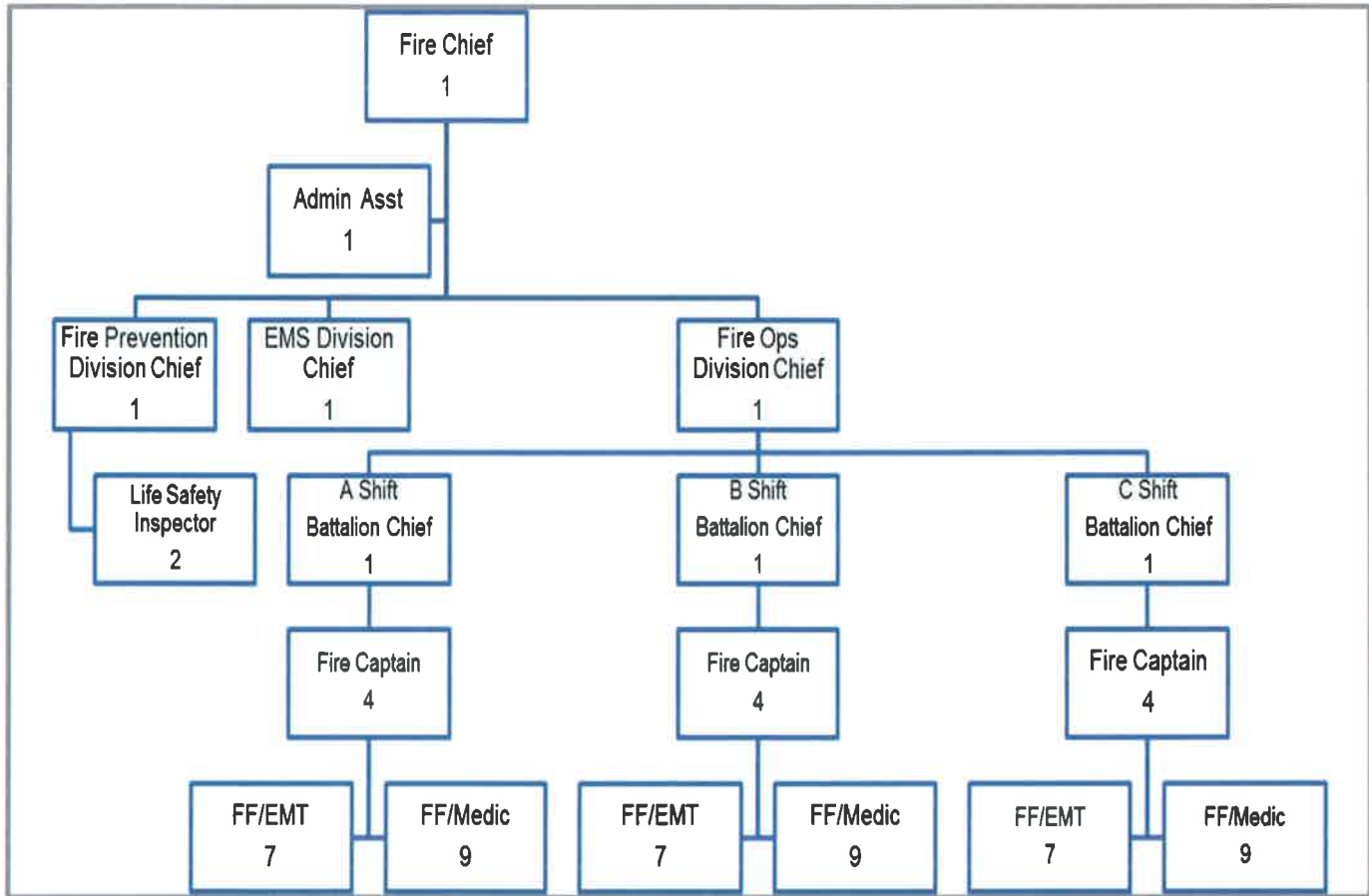
- Fire Station #1 – 409 East Fonner Park Road (built in 2007)
- Fire Station #2 – 1720 North Broadwell Avenue (built in 1956)
- Fire Station #3 – 2310 South Webb Road (built in 1987)
- Fire Station #4 – 3960 W. State Street (built in 1995)

The majority of emergencies the GIFD respond to are medical in nature (approximately 75%). A tiered EMS response system is used to maximize capability. Less serious calls receive an ambulance only and more serious calls receive both an ambulance and engine company. Each engine company is staffed with at least one paramedic who helps to ensure ALS care can be started as soon as possible even if an ambulance is not immediately available. All personnel assigned to a 24 hour shift are either a paramedic or an emergency medical technician.

GIFD's responsibilities do not end at the city limits. They provide ALS ambulance service for all of Hall County. In addition to the ambulance service, the GIFD is a mutual aid partner for many surrounding communities in the event of a major fire or disaster. The GIFD is also one of ten statewide, regional hazardous materials response teams.



## Organizational Chart and Authorized FTEs



**Total Authorized Personnel: 70**



## 2018 Department Statistics

### 70 Total Staff

27 Firefighter/Paramedics  
21 Firefighter/EMTs  
12 Fire Captains  
3 Shift Commanders  
3 Division Chiefs  
2 Life Safety Inspectors  
1 Admin Assistant  
1 Fire Chief

### Department Fleet

Ambulances—7  
Fire Engines—5  
Ladder Trucks—2  
Staff/Light Vehicles—7  
Support Vehicles—3

### Service area/Population/Budget

Fire Service Area—28.55 Square Miles

EMS Service Area—552 Square Miles

Population—51,390

Total Budget—\$8,249,200

Total Revenue—\$2,017,837

### Calls for Service

Total Responses—9,752

Total Calls—5,365

EMS Calls—4,382

Fire Calls—983

### Responses by Station

Fire Station #1—3,045

Fire Station #2—3,724

Fire Station #3—1,019

Fire Station #4—1,264



# GIFD Performance 2018 Metrics

The GIFD uses the National Fire Protection Association (NFPA) Standard 1710 as a benchmark to analyze our response time performance.

Specifically, NFPA 1710 4.1.2.1 says the fire department shall establish the following objectives:

**(1) 80 seconds turnout time for fire and special operations response and 60 second turnout time for EMS response.**

**GIFD's turnout times: 81 seconds for fire and 54 seconds for EMS**

**(2) 240 seconds or less of travel time for the arrival of the first arriving engine company at a fire suppression incident and 480 seconds or less travel time for the deployment of an initial first alarm assignment at a fire suppression incident.**

**GIFD's fire suppression travel time: 239 seconds first arrival and 462 seconds for initial first alarm assignment.**

**(3) 240 seconds or less travel time for the arrival of a unit with first responder with automatic external defibrillator (AED) or higher level capability at an emergency medical incident.**

**GIFD's EMS travel time: 225 seconds**

Another key benchmark used to measure fire department performance is property saved compared to property lost. The GIFD saved \$21,896,150 in property value compared to \$653,619 lost to the effects of fire. This is a 97 percent save rate.



## Challenges/Capital Needs

### Challenges

In 2018, the GIFD issued 71 recalls. This essentially means during 2018, the GIFD's capacity to respond to emergencies with on-duty crews had reached its limit or been exceeded 71 times. 71 recalls is an all-time high and a dramatic increase from 53 in 2017.

We define a recall as a special tone, phone call or text issued to notify off-duty GIFD personnel to report to duty. Recalls are usually issued when the current number of emergencies taking place exceed the capacity of our on-duty personnel.

The primary concern with recalls is as their number increases so does the probability of a delayed emergency response for someone in need. Recalls depend on off-duty personnel to drive to their assigned fire station and respond to emergencies if needed. This practice takes at minimum 10 to 15 minutes. GIFD administration recommends hiring six additional personnel to staff a third ambulance to help address this concern. The additional cost associated with hiring six personnel is approximately \$500,000 per year. GIFD administration has ideas to help offset the cost of additional staff for both short and long term.

### Capital Needs

#### 5 year needs

- \$510,000 – engine (replace the 1999 E-One)
- \$500,000 – ambulances (two units needed)
- \$40,000 – shift commanders vehicle
- \$375,000 – Station 1 addition (training room), Station 2 addition (private bedrooms and add pitched roof)
- \$325,000 – self-contained breathing apparatus (SCBA) replacement. (Potential AFG Grant)

#### 6-10 year needs

- \$1,000,000 – ladder (2024)
- \$500,000 – ambulance one unit every other year
- \$30,000 – concrete replacement St 1**
- \$47,000 – Replace Station #1 Boilers**

**(Bold items are recent changes to earlier identified capital needs)**

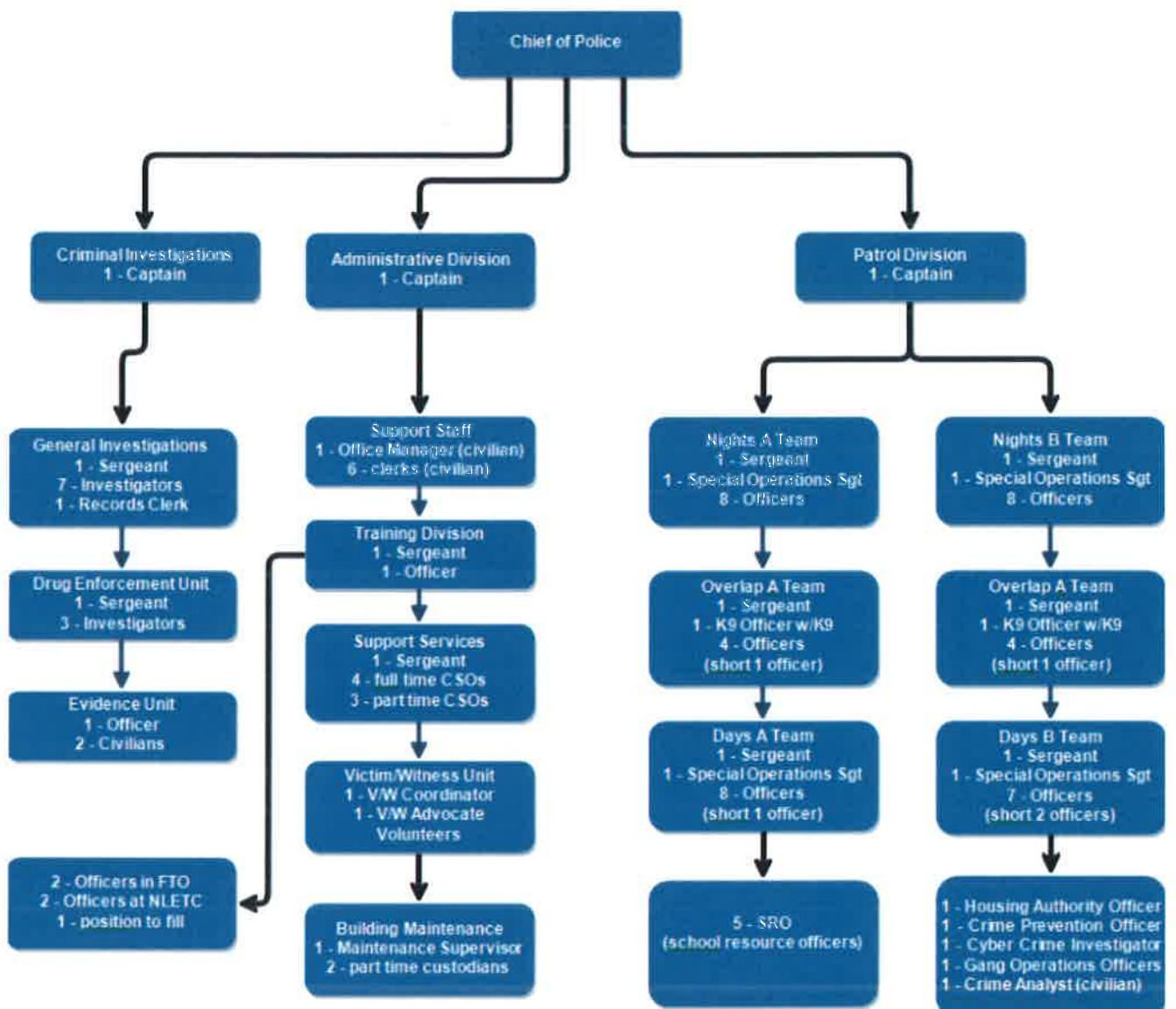




## **Police Department**

### **An Overview of the Police Department**

1



## **Mission / Culture / Strategic Policing**

The mission of the Grand Island Police Department is to enhance the quality of life in our community by working with the public and within the framework of the United States Constitution, preserve the peace, reduce fear, and provide a safe environment for all our citizens.

The Department has worked to establish an organization that strives to fulfill our mission. We recognize that to be successful there is a lot more involved than just policing. To better define who we are and what we expect from our employees, the Department has worked to define our organizational culture.

### **The Culture of the Grand Island Police Department**

The character traits listed below describe the culture of our department. These character traits were compiled through work sessions with the Department's leadership including all supervisors and also with the Field Training Officers.

- Professionalism
- Leadership
- Teamwork and cooperation valued over individual accomplishments
- Decision making authority kept at the lowest level of responsibility
- Work ethic – everyone contributes and all are held accountable
- Commitment to continuous development and quality training
- Esprit De Corps absent vain glory

The Police Department uses an intelligence led policing model we call strategic policing. Strategic Policing is community oriented policing that emphasizes the involvement of the whole community in working to keep Grand Island a safe city. Strategic Policing is based upon the collection and analysis of information and intelligence to identify problems. Once a problem is identified, a strategy or plan is developed to attack the problem. A strategy may call for the use of Police Department resources as well as other resources in the community. Resources are dedicated to the action and an analysis and evaluation is done to determine the effectiveness of the strategy. Did we correct or impact the problem? Were resources assigned and used appropriately? What results were obtained versus amount of resources expended? This information is used to determine the effectiveness of a strategy and if further strategies are needed.

The Police Department's focus on outcomes is further exemplified by our commitment to a set of measurable performance objectives that we report to the community monthly and in our annual report. The performance objectives are our accountability to the community for the resources invested in us. The performance objectives and our efforts are available in the Department's Annual Report and also on our web site under the "See How We Are Doing" button. We also post our monthly performance objectives on our Facebook site.

## **Organization**

The Grand Island Police Department is authorized 108 full and part time employees of which 85 are certified police officers. The Police Chief is the department director. There are three major divisions in the Department and each division is led by a Police Captain who report to the Chief.

### **Patrol Division**

Two day shift teams, two night shift teams and two overlap teams working 12 hour shifts.

School Resource Officers (5 total)

Crime Prevention Unit

Housing Authority Officer

Police Service Dog Teams (2 total)

Cyber Crimes Investigator

Crime Analyst

### **Criminal Investigation Division**

Investigations Unit

Drug Enforcement Unit (Affiliated with Federal Tri City Drug and Safe Streets Task Force)

Child Abuse Investigations Unit

Evidence Unit

### **Administration Division**

Records and Reception Unit

Training Unit

Operational Support (Fleet maintenance and Community Service Officers)

Victim Witness Unit

Maintenance and Custodial staff

### **Special Units and Assignments**

The Police Department also has several specialized units in which officers from the different divisions serve. These are assignments in addition to their regular unit assignment. Some examples are:

- Honor Guard – Flag ceremonies and parades
- Hostage Negotiations Team – barricaded subjects and hostage situations
- Tactical Response Team, TRT – barricaded subjects, active shooter calls and high risk warrants
- Gang Unit – collects and disseminates information on gang members and gang crimes and also plans enforcement activities
- Drug Recognition Officers – specially trained officers who can determine if a person is under the influence of drugs other than alcohol.
- Bicycle Patrol- both sworn officers and Community Service Officers.

### **Facilities and Equipment**

The Department is located at the Law Enforcement Center at 111 Public Safety Drive off of east Highway 30. The Police Department is collocated with the Sheriff's Department and the local Drug Court. The Police Department also has a facility on Stuhr Road across from Swift Foods. This facility has our vehicle impound lot, and a metal building used for storage and some

operations. The Department also has off site offices that officers work from at the Housing Authority, Grand Island Senior High School and the Middle Schools.

The Department uses a variety of vehicles to accomplish our mission. The vehicle fleet is comprised of:

- Marked patrol units
- Unmarked patrol units
- Unmarked investigations and administration units
- Specialty vehicles such as the TRT van.
- CSO vehicles
- Bicycles.

## 2012-2018 Offenses

|                | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | % Change<br>2012-2016 |
|----------------|------|------|------|------|------|------|------|-----------------------|
| Violent Crime  | 162  | 136  | 130  | 121  | 175  | 282  | 242  | 49%                   |
| Property Crime | 2305 | 2389 | 2224 | 1497 | 1620 | 1809 | 1497 | -35%                  |
| All UCR Crime  | 2467 | 2525 | 2354 | 1618 | 1795 | 2091 | 1739 | -30%                  |
| Murder         | 0    | 1    | 1    | 0    | 1    | 2    | 1    | n/a                   |
| Rape           | 40   | 36   | 34   | 36   | 36   | 43   | 49   | 23%                   |
| Robbery        | 21   | 8    | 9    | 11   | 20   | 18   | 19   | -10%                  |
| Agg. Assault   | 101  | 91   | 86   | 74   | 118  | 219  | 173  | 71%                   |
| Burglary       | 367  | 526  | 404  | 214  | 236  | 337  | 228  | -38%                  |
| Larceny        | 1859 | 1759 | 1719 | 1201 | 1297 | 1367 | 1168 | -37%                  |
| MV Theft       | 79   | 104  | 101  | 82   | 87   | 105  | 101  | 28%                   |

| <b>Calls For Service (CFS)</b> |           |            |               |           |
|--------------------------------|-----------|------------|---------------|-----------|
|                                | Total CFS | Code Calls | Traffic Calls | Accidents |
| 2012                           | 28562     | 2404       | 8355          | 2015      |
| 2013                           | 27323     | 3586       | 7520          | 2115      |
| 2014                           | 26559     | 6082       | 10649         | 2235      |
| 2015                           | 25784     | 5247       | 10838         | 2344      |
| 2016                           | 28623     | 4432       | 8383          | 2437      |
| 2017                           | 29740     | 3600       | 6434          | 2348      |
| 2018                           | 28842     | 3325       | 6350          | 2323      |

| <b>Sworn Officers Per 1,000 Residents</b> |      |
|---|------|
| Nationwide                                | 2.35 |
| Nebraska                                  | 1.96 |
| Grand Island                              | 1.60 |
| Sioux City, IA                            | 1.52 |
| St. Joseph, MO                            | 1.70 |
| Lawrence, KS                              | 1.61 |
| Ames, IA                                  | 0.80 |
| Cheyenne, WY                              | 1.64 |
| Iowa City, IA                             | 1.07 |
| Jefferson City, MO                        | 2.07 |
| Rapid City, SD                            | 1.68 |
| Riley County PD, KS<br>(Manhattan) - 2015 | 1.44 |

Source: [ucr.fbi.gov](http://ucr.fbi.gov) (Table 74, 77, 78) - 2017; and individual agencies

# Library Overview & Annual Report

## February 2019



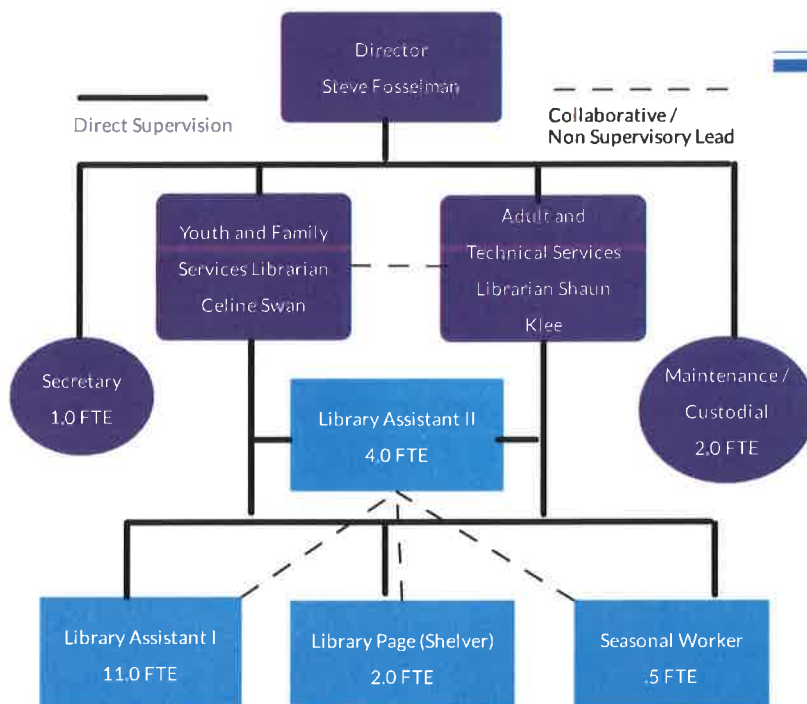
### GILIBRARY 2020 Goals

1. Getting kids ready to read and supporting them as students
2. Keeping pace with Library technology
3. Making changes in collections and programs to match our diverse community needs
4. Reshaping Reference, Teen and other areas as Library Learning Center areas
5. Improving meeting rooms and videoconferencing capabilities
6. Taking our services out to our youngest and eldest / better transportation to the Library
7. Establishing Library Branch and expanded Internet Branch services

### Upcoming Priorities

1. Create Every Child Ready to Read center, outdoor discovery area, Makerspace opportunities for all students.
2. Provide enhanced technology for meeting spaces, Makerspace suite and Wifi.
3. Continue rightsizing print collections and shift collections as needed.
4. Review and realign different learning center areas and collections provided through the reference help desk.
5. Rebrand meeting room services and connect more with community's need for civic spaces.
6. Make use of a library van or small bookmobile for city-wide delivery and checkout; continue work with GIAMPO on transit and bike/ped plans.
7. Work with City, citizen feasibility task force, and Library Foundation to analyze funding, (co)location, and service aspects of library branch operations.

### Staffing 23.5 FTE



### Library Board

#### City Code Chapter 19

Seven member board appointed by Mayor/approved by Council

Makes policy, approves strategic plan, and other duties

#### Neb. Rev. Statutes Chapter 51

Board is formed under this portion of state law, library is forever free to inhabitants

#### City Code Chapter 2

Library director hired under Neb. Rev. Statutes Chapter 51, all library employees subject to City Personnel Rules

### Mission

*The Grand Island Public Library is the gateway for the people of our diverse community to achieve a lifetime of learning and literacy.*



## Library Services and Spaces

- Checkout and reference/information retrieval use of books, magazines, reference materials, DVD's, CD's, and other shelved formats; electronic media such as eBooks, eZines, eAudiobooks, streaming movies and music, electronic reference databases, etc.
- Interactive learning centers throughout the building to allow for collaborative use, discovery, and programs/classes - Children's Discovery Center, Art Alcove, Senior Lounge, Multicultural Center and much more
- For both children and teen cardholders, a live homework helper service
- Variety of programs for infants, toddlers and preschoolers designed to assist parents in preparing their children to love reading and learning, using the American Library Association's Every Child Ready to Read initiative
- 1,000 Books before Kindergarten initiative and partner with the United Way on their Born Learning Program and Dolly Parton Imagination Library
- After and out-of-school programming for grade-schoolers including a summer reading program and incorporating hands-on, teamwork, interactive and creative Makerspace activities
- Teen programs throughout the year including a summer reading program
- Adult/general programming centering around authors, history and culture
- Heritage Room featuring extensive family history collections including a state DAR library, and free research days conducted by the Hall County Genealogical Society
- Computer classes and Book a Librarian service designed for assistance to patrons in computer operations, electronic resources or in setting up personal devices to retrieve eBooks and other electronic materials
- Bilingual programming including two six-week Prime Time Family Reading Time programs each year
- Community meetings with rooms assigned for bookings and informal spaces for "meet ups", study rooms and test proctoring rooms
- Volunteer opportunities for teens through TLC - Teen Library Corps - and for adults through Friends Group
- Community conversations through Facebook, Twitter, etc.
- 24/7 services through [www.gilibrary.org](http://www.gilibrary.org)
- Community partnerships with Grow Grand Island, Hall County Community Collaborative, GI schools, GICC, Literacy Council, United Way, etc. for solving community needs through library services

## Renovation Project (funded by donations)



Reinvesting in improved parking & plaza - for safer access, outdoor youth discovery center and public art civic space

Reinvesting in improved meeting & study spaces - repurposed lobby space for "meet-ups", programming, receptions; improved technologies in meeting rooms



Reinvesting in Teens & Makerspace with Digital Media Lab - in partnership with schools and community agencies

Hours of operation: Monday-Thursday 9:30 am - 8 pm; Friday 9:30 am - 6:00 pm, Saturday 9:30 am - 5:00 pm; Sunday 1:00 - 5:00 pm

211 North Washington Street, Grand Island, NE 68801 308-385-5333 308-385-5339 (fax) [library@grand-island.com](mailto:library@grand-island.com)

[www.gilibrary.org](http://www.gilibrary.org)

[www.facebook.com/gilibrary](https://www.facebook.com/gilibrary)

<https://twitter.com/GIPLibrary>

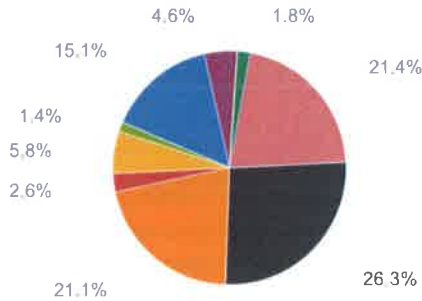


# GILIBRARY by the Numbers 2017-2018

## Nebraska Statutes 51-213 Annual Report

### Grand Island Public Library, Grand Island, NE

**Patron Use** **1,557,623**

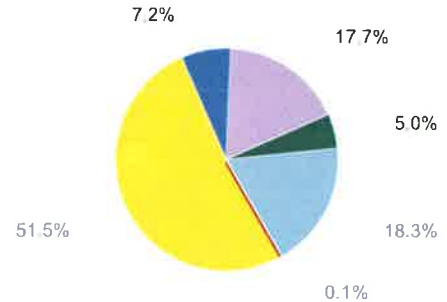


|                               |         |
|-------------------------------|---------|
| Checkouts                     | 328,850 |
| Borrowers                     | 39,978  |
| Computers / Wireless Sessions | 90,297  |
| Program/Meeting Participants  | 21,119  |
| Visitors                      | 235,139 |
| Web Sessions                  | 71,596  |
| Reference, Reserves, ILL      | 27,346  |
| Online Resource Use           | 333,511 |
| Facebook, Twitter Reach       | 409,787 |

**what's  
the  
IMPACT?**

**1.7 million  
library  
services &  
resources for  
your lifetime of  
learning and  
literacy!**

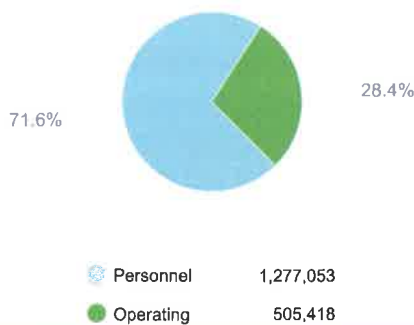
**185,454** **Collections**



|                                    |        |
|------------------------------------|--------|
| Books                              | 95,592 |
| Audio                              | 13,407 |
| eBooks                             | 32,832 |
| Video                              | 9,347  |
| Downloadable Audio/Video           | 34,026 |
| Magazine / Newspaper Subscriptions | 250    |

Total items added during year 20,670  
Total items withdrawn 30,201

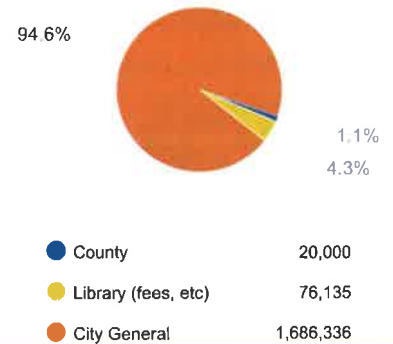
**Library's Gen Fund Expenses (100)**  
Spending 98% of \$1,814,215 budget



## Budgetary

| Other Library Funds      | Revenues | Expenses |
|--------------------------|----------|----------|
| Library Trust (201)      | 10,542   | 4,415    |
| Pioneer Consortium (280) | 36,809   | 35,128   |
| Special Revenues (295)   | 509,552  | 309,357  |

**Library's Gen Fund Revenues (100)**  
Comprising 100% of Expenses



*The Grand Island Public Library is the gateway for the people of our diverse community to achieve a lifetime of learning and literacy.*

**A Lifetime of Learning Happens @ Your Library!**

**GILIBRARY 2020 Progress Report for 2018 on reverse**



# GILIBRARY 2018 Highlights

## Grand Island Public Library, Grand Island, NE

### Renovation and much more!



After many months of planning, construction started in August after Mayor Jensen presided at our Groundbreaking Ceremony



Thanks for the help from Tom Dinsdale, Local 4 TV and Library Foundation board member Al Lepler during the Foundation's ongoing renovation fundraiser



While our renovation project was still underway at the end of 2018, we got new carpet and paint, as well as most of the shelving, into our new books rotunda for a festive holiday season.



Libraries Rock was the 2018 Summer Reading Program theme and included a joint Makerspace program with GIPS middle schools



Bear Fair, Pre-Renovation Friends Book Sale and brand new [www.gilibrary.org](http://www.gilibrary.org)



Teen Read Week Comic Con



Work through 2018 with GIAMPO's Transportation and Bike/Ped plans include library as anchor destination for future transit service and center-lane pedestrian refuge concept shown for access across five-lane Highway 30.

More 2018 highlights and information can be found at  
<https://www.gilibrary.org/about-us/about-your-library/gilibrary-2020/>

*The Grand Island Public Library is the gateway for the people of our diverse community to achieve a lifetime of learning and literacy.*

***A Lifetime of Learning Happens @ Your Library!***

***GILIBRARY By the Numbers FY2017-2018 on reverse***





**Grand Island Parks & Recreation**



**An Overview of the  
Parks and Recreation Department**



## **PARKS & RECREATION DEPARTMENT**

The Parks and Recreation Department is responsible for the planning, operation, development and maintenance of parks, recreational facilities, and programs. There are five divisions: Parks, Recreation, Golf, Cemetery, and Shooting Park. Over all, the Parks and Recreation Department employs 29 full-time staff and over 200 seasonal workers. The annual budget for all Parks and Recreation divisions is approximately \$4.8 million of expenses with \$2.0 million in revenue.

***Our Mission*** is to work within our resources and in partnership with the community to provide diverse, wholesome, and safe recreational activities and facilities that enrich quality of life. We strive to meet our mission through the divisions of Parks, Recreation, Cemetery, Golf, and Shooting Sports.

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**Parks Division-** Responsibilities include the management of 34 parks and mini parks covering over 503 acres. Within the parks there are 22 ball diamonds, 30 acres of soccer fields, 21 playgrounds, 16 tennis courts, 16.4 miles of off-street trails, 4 wading pools, 4 lakes, 2 band stands, 2 disc golf courses, a skate park, and more. The Greenhouse lies within the Parks Division and grows 20,000 plants each year for parks flower beds that are planted and maintained each year by city staff and volunteers.



**Lincoln Pool** – This neighborhood style pool located in the northeast section of Grand Island with two (2) diving boards, zero depth entry, and a 150' waterslide. The pool was rebuilt in 2013 with modern updates such as a new bathhouse, shade structures, and ADA accessibility. This facility is used for swim lessons, pool parties, and open swimming.



**Island Oasis Water Park** – This facility features a wave pool, six slides, lazy river, lily pad, log walk, sand volleyball, and a full concession stand. Programming includes swim lessons, open swimming, group parties, and swim team practices.



**Community Fieldhouse** – The Fieldhouse is a 70,000 square foot indoor recreational facility which features indoor turf, three batting cages, four volleyball courts, two basketball courts, meeting rooms, and an indoor playground. Activities include volleyball, soccer, flag football, basketball, baseball, softball, leagues, tournaments, and rentals for birthday parties, and much more.



**Summer Youth Programs** – Includes park camps, crafts, and theater programs. A variety of youth programs are offered throughout the summer at several park locations. The programs provide supervised and organized activities for children ages 3½ to 14.



**Special Events** – Special events include the local and state Track meets, Grand Island Games, Winter Rally Volleyball tournament, free band concerts, and more.



**Stolley Railroad** – Left over from the Heritage Zoo, the Stolley Train and concession stand operates during the summer months and some holidays. The train is popular with park users especially young families and groups. The train averages about 6,000 riders each summer.





**Cemetery** - 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 150 interments annually.



**Golf Course** - 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 about 25,000 rounds of golf each year.



**Shooting Park** - 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 near 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.



## Emergency Management & Communications Department Overview

The Hall County Board of Supervisors and Grand Island City Council maintain an *Emergency Management/Communications Center Interlocal Cooperation Agreement* that establishes the joint Grand Island/Hall County Emergency Management Department as the designated emergency management and communications agency for both jurisdictions. The Emergency Management Department is divided into two Divisions and provides for the five (5) major programs shown below.

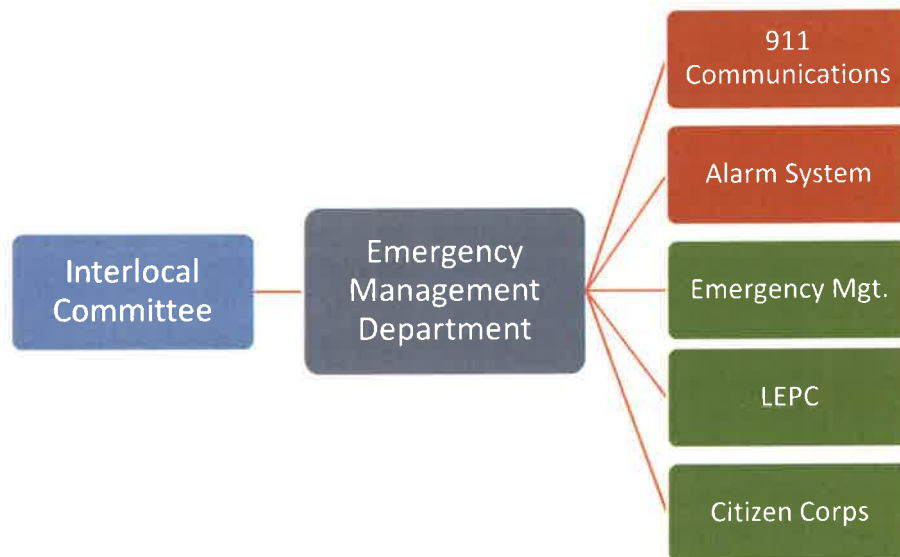


Figure 1 – Program Overview

The **911 Communications Division** receives and dispatches emergency calls for 15 area public-safety and public-service agencies and departments. The division also administers the city-county radio communication systems and monitors an alarm system.

The **Emergency Management Division** administers the emergency management program. This includes managing all four phases of emergency management; mitigation, planning, response and recovery. This Division also leads in the efforts of the Hall County LEPC and Citizen Corps Council.

### Interlocal Committee on Emergency Management and Communications

The Interlocal Agreement establishes a joint *Interlocal Committee on Emergency Management and Communications* comprised of members from both the City Council and County Board of Supervisors. This Interlocal Committee is responsible for recommending and providing policy direction, serves as an advisory committee, governs the operations of the Department, and recommends a budget to the Council and Board for approval.

## Mission, Motto & Values

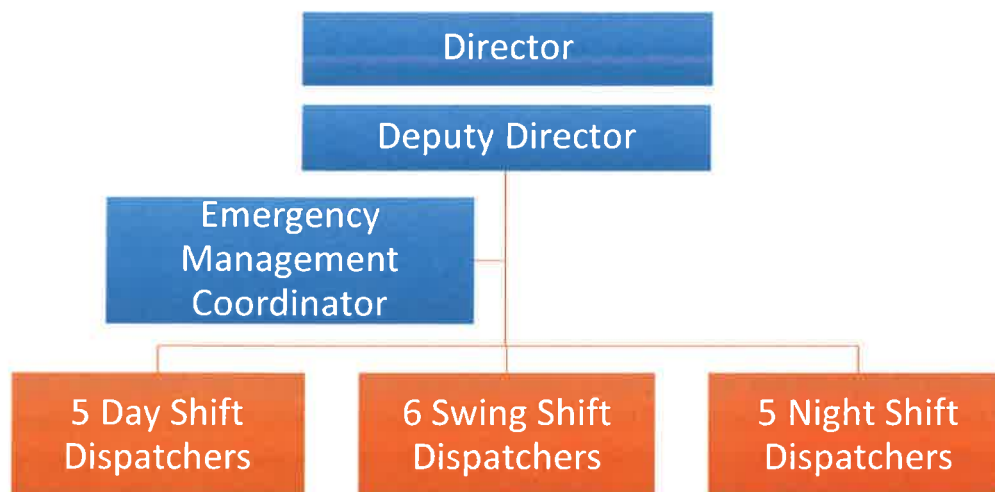
The **Mission** of the Grand Island/Hall County Emergency Management Department is to develop, implement, and manage a comprehensive program of disaster prevention, mitigation, preparedness, response and recovery in order to protect life, property, our local economy, and the environment.

Our **Motto**, "*Self-Sufficiency is Emergency Preparedness*," encourages all aspects of the community – government, businesses, and homes – to take personal responsibility for disaster readiness. To many, the term *emergency preparedness* is considered something expensive, difficult, and rarely necessary. Instead, we discuss preparedness in terms of *self-sufficiency*, indicating more clearly the nature of our own preparedness and its benefits at home or in the workplace.

We hold true to these **Values**:

- Our responsibility to provide excellent service never diminishes.
- We value accuracy, timeliness and empathy.
- Educating and involving the public will contribute toward a culture of preparedness.
- The most effective emergency plans are the product of our open and collaborative discussions between partners.
- We will strive towards significant and measurable achievements to prepare and help those with functional needs.
- We strive for continuous quality assurance through regular work evaluation, after action reviews, and corrective action plans.

## Organizational Chart





## Budgetary Review

The budget for the Emergency Management Department and its programs features a combination of City and County General Fund contributions, two separate Special Revenue Funds for 911-related expenses, and various grants awards. Expenses are assigned to the most appropriate and available funding source.

### General Fund

All General Fund expenses and receipts are divided equally between the City of Grand Island and Hall County. By Interlocal Agreement, the City of Grand Island manages all department expenses and receipts on behalf of the Emergency Management Department.

The General Fund provides funds for the majority of Department programs, including 911 Communication Division expenses not covered by the two Special Revenues, all Emergency Management Division expenses, Local Emergency Planning Committee (LEPC), Citizen Corps and the Alarm System.

### Special Revenue Funds

Enhanced 911 (E911) expenses are funded, in part, by two separate Special Revenue Funds generated from monthly 911 surcharges on landline and wireless telephones. These two funds differ in their amounts, method of receipt, and application. Special Revenue expenses are limited to E911-related expenses only and may be carried over into fund balances for future use such as the purchase of large and expensive communications systems, equipment, and software.

#### Landline E911 Fund (215)

Landline telephone surcharges of \$1.00 per month are levied to each telephone line in Hall County and collected by the Emergency Management Department. The average Landline E911 Fund contribution for the past several years is just over \$208,000.00 annually and provides for a series of E911-related expenses such as personnel, training, new and replacement equipment, operational expenses, contracted services, and repairs. The Landline E911 Fund revenues are declining as landline usage in the County is slowly decreasing.

#### Wireless E911 Fund (216)

Wireless E911 telephone surcharges of \$0.45 per month are collected by the Nebraska Public Service Commission (PSC) and distributed for use by Public Safety Answering Points (PSAPs) through a complex Wireless E911 Support Allocation Model<sup>1</sup>. Loosely based on population, this allocation is determined by the PSC and distributed to the PSAPs in 11 installments throughout the year. The PSC has established a list of eligible expenses for the Wireless E911 funds that includes a number of E911-related expenses such as operating costs, dispatch personnel, 3<sup>rd</sup> party language translation services, and any training solely related to the wireless E911 system.

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<sup>1</sup> [www.psc.state.ne.us/home/NPSC/e911/e911\\_main.html](http://www.psc.state.ne.us/home/NPSC/e911/e911_main.html)



## **Building Department**

### **An Overview of the Building Department**

The Building Department annually reviews plans and projects, issues permits and completes inspections on the millions of dollars of construction activity throughout the City limits and the two mile extra territorial jurisdiction.

The purpose of the Department is as stated in the model codes adopted: to establish minimum requirements to safeguard the public health, safety and general welfare through structural strength, means of egress facilities, stability, sanitation, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the built environment and to provide safety for fire fighters and emergency responders during emergency operations.

The Grand Island Building Department consists of two divisions:

- Building
- City Hall Maintenance

These two divisions account for 11.35 FTE City employees.

#### **Building Division**

The Building Division regulates the built environment within the City limits and two mile jurisdictional area or approximately one hundred square miles. The Division consists of 9.35 employees:

- One Building Director
- One Counter personnel + .35 Part Time
- Two Building Inspectors
- Two Electrical Inspectors
- Two Plumbing Inspectors
- One Plans Examiner

Codes enforced, regulated, and administered by the Building Division include:

#### **Model Codes**

- 2015 International Building Code
- 2015 International Residential Code
- 2015 Uniform Plumbing Code
- 2015 Uniform Mechanical Code
- 2017 National Electrical Code

#### City Code Chapters

- 8 – Building
- 15 – Electricity
- 18 – Gas
- 21 – Manufactured Home Parks
- 26 – Plumbing
- 30 – Sewers
- 31 – Signs
- 32 – Streets and Sidewalks
- 35 – Water
- 36 – Zoning

#### State and Federal Regulations

- Federal and State Flood Plain Regulations
- State Corridor Protection
- State Architect and Engineers Act
- State and Federal Accessibility Requirements
- Federal Fair Housing Construction Regulations

#### City Hall Maintenance Division

This division has two employees who maintain the City Hall building and grounds, protecting the citizen's investment while providing for the continual operation of Grand Island's Administrative Headquarters. This division also provides for the operation and maintenance of additional City owned properties.

Historical review:

| Year | FTE  | # Permits | # Insp. | Construction \$ | Exp.    | Rev.    | Fiscal |
|------|------|-----------|---------|-----------------|---------|---------|--------|
| 2011 | 9    | 2,015     | 5,551   | 60,544,400      | 781,415 | 503,485 | 64%    |
| 2012 | 9    | 1,815     | 5,285   | 79,209,971      | 782,417 | 644,932 | 82%    |
| 2013 | 9    | 2,093     | 5,527   | 100,449,560     | 803,860 | 658,011 | 82%    |
| 2014 | 9    | 3,588     | 5,342   | 99,246,165      | 865,464 | 756,294 | 87%    |
| 2015 | 9    | 2,319     | 5,572   | 132,244,388     | 875,497 | 871,208 | 99%    |
| 2016 | 9.35 | 1,846     | 5,556   | 98,820,093      | 862,043 | 875,522 | 100%   |
| 2017 | 9.35 | 1,973     | 5,023   | 151,907,708     | 905,428 | 785,582 | 86.7%  |
| 2018 | 9.35 | 1,776     | 4,571   | 78,472,654      | 791,484 | 907,795 | 114%   |



## **Planning Department**

### **An Overview of the Planning Department**

## **PLANNING DEPARTMENT**

The Planning Department is responsible for the development, maintenance, and implementation of the Comprehensive Plan, administration of the development review process, and administration of land use regulations established by the member entities. There are four segments to the Planning Department, these include:

- Hall County Regional Planning Commission
- Grand Island/Merrick County Inter-jurisdictional Planning Commission
- Grand Island Community Redevelopment Authority
- Grand Island Community Development Division

The Planning Department consists of four employees:

- |                                       |                   |
|---------------------------------------|-------------------|
| ▪ Planning Director                   | Chad Nabity, AICP |
| ▪ Planner I                           | Rashad Moxey      |
| ▪ Administrative Assistant            | Norma Hernandez   |
| ▪ Community Development Administrator | Amber Alvidrez    |

### **Hall County Regional Planning Commission**

The Hall County Regional Planning Commission was established by an Interlocal Cooperation Agreement in 1967. The basic purpose of the Regional Planning Commission is to establish and maintain a cooperative and comprehensive approach to land use planning amongst the region's member municipalities and Hall County. Avoiding duplication of staff and services, this approach has also proven to be both efficient and cost effective in the delivery of land use planning services.

The Regional Planning Commission consists of 12 appointed members from the public at large, who serve without compensation. Four members are appointed by the Grand Island City Council; four members are appointed by the Hall County Board of Supervisors; and one member each are appointed by the City of Wood River Council and the Village Boards of Alda, Cairo and Doniphan. The length of appointment varies according to the policies of the respective municipal governing bodies.

Under state statutes, the Commission is an advisory body on land use planning matters to the respective participating elected governing bodies. State statute prohibits governing bodies from holding hearings or making decisions on matters associated with the Comprehensive Development Plan, capital improvements, annexation, building codes, subdivision plats or zoning until such time as a recommendation has been received from the Planning Commission. These recommendations are not binding upon the elected bodies.

The staff of the Commission is responsible for providing professional land use planning expertise, administrative and technical support to the Commission. In addition to administering the subdivision, zoning and comprehensive planning process in the region, a major role of staff is to provide a channel of communication and cooperation between the various governing bodies and their administrative departments, other government agencies, the development industry and the general public.

Staff also has responsibility for floodplain management and federal census coordination in the region.

The Commission costs for personnel and operating expenses are shared between the City of Grand Island, the Grand Island Community Redevelopment Authority and Hall County.

Commission meetings are generally held the first Wednesday evening of each month at 6:00 p.m. in the Grand Island City Hall Council Chambers. Meetings are open to the public. Special meetings may be called at the direction of the Commission Chairman.

#### **Grand Island/Merrick County Interjurisdictional Planning Commission**

The Grand Island/Merrick County Interjurisdictional Planning Commission was established by a City of Grand Island Ordinance at the request of the Merrick County Board in accordance with State Statutes.

The Interjurisdictional Planning Commission consists of 6 appointed members: 3 from the Merrick County Planning Commission and 3 Grand Island members of the Hall County Regional Planning Commission, who serve without compensation. Three members are appointed by the Grand Island City Council and three members are appointed by the Merrick County Board of Supervisors. Members are appointed annually for a one year term.

Under state statutes, the Commission is an advisory body, to the Grand Island City Council, on land use planning matters for properties located in the Grand Island 2 mile extraterritorial zoning jurisdiction in Merrick County.

This commission does not have separate funding but is a function of the Hall County Regional Planning Department.

Meetings are held only when an item under consideration for approval by the City of Grand Island would normally require a recommendation from the Hall County Regional Planning Commission. Meetings are typically held either before or after a regularly scheduled meeting of the Hall County Regional Planning Commission.

#### **Grand Island Community Redevelopment Authority**

The Grand Island Community Redevelopment Authority was established by the City of Grand Island by Ordinance in 1994. The basic purpose of the Community Redevelopment Authority (CRA) is to identify and revitalize Blighted and Substandard areas of the community using their taxing authority, ability to purchase and hold property, tax increment financing (TIF) and the creation of public/private partnerships.

The CRA has a 5 member board appointed by the Mayor and confirmed by City Council. Members serve 5 year terms.

Under state statutes, the CRA has the responsibility to review and approve redevelopment plans dependent on TIF and applications and contracts for TIF. The generalized redevelopment plans adopted by the CRA and the City of Grand Island include acquisition and demolition, and façade improvement activities as specific activities that can be approved by the CRA within Blighted and Substandard areas of the community. The CRA also has the ability to levy taxes in an amount up to 2.6 mils. The levy for 2018-19 is 2.28 mils and includes funding to pay the bonds on the Lincoln Park Pool. The CRA levy is part of the City's combined levy.

The activities and staffing for the CRA are fully funded by the mill levy.

The CRA generally meets the second Wednesday of each month at 4:00 p.m. in the Grand Island City Hall. Meetings are open to the public. Special meetings may be called at the direction of the CRA Chairman.

### **Community Development Division**

The Community Development Division coordinates grant management for Community Development Block Grants (CDBG) and other City and community grants, and manages housing programs for low-income residents.

Other Division responsibilities include:

- Providing grant administration for State, Federal and community grants
- Serving as a community grant resource
- Facilitating service referrals to other community agencies
- Researching grants and completing grant applications for other City departments as well as community groups
- Serving as City liaison to several non-profit agencies and other community groups that enhance community development
- Managing documentation and reporting for economic development and non-economic development program re-use funds
- Coordination of Grand Island's Community Youth Council

Prior to 2002, the majority of both positions in the Community Development Division were funded through the General Fund. Since that time, the Division has built the City's grant program substantially so that there has been a large increase in awards. In turn, this allowed the Division to budget administrative fees into grants to offset the cost of grant administration and reporting. In 2016 the City of Grand Island adopted an Entitlement Community status since that time the division has changed to having only one position, now a majority of the salary and expenses for the position is funded through administration fees on grants received by the City. Entitlement status means the City receives CDBG directly from U.S. Housing and Urban Development (HUD) instead of from the State of Nebraska in a competitive process.

Community Development has a 7-member, Mayor-appointed, Entitlement Stakeholders group that meets to review Division activities and provide input. One City Council member is appointed by the Mayor as a non-voting liaison to the Council.





## Finance Department

The Finance Department consists of two divisions: Finance and Information Technology.

### **Finance**

The Finance Department provides financial management and accounting services for all City departments, divisions, funds, and enterprises. The Finance Organizational Chart is on the last page.

The following are the six major areas the Finance Department is responsible for with data to demonstrate the volume of work produced in the Department.

#### ❖ **City Accounting**

|                          |                             |                      |
|--------------------------|-----------------------------|----------------------|
| <input type="checkbox"/> | General Ledger/Financials   | <input type="text"/> |
| <input type="checkbox"/> | Fixed Asset Inventory       | <input type="text"/> |
| <input type="checkbox"/> | Cashiering/Receipting       | <input type="text"/> |
| <input type="checkbox"/> | Payroll                     | <input type="text"/> |
| <input type="checkbox"/> | Special Assessment Billings | <input type="text"/> |
| <input type="checkbox"/> | Accounts Payable            | <input type="text"/> |
| <input type="checkbox"/> | Support City organizations  | <input type="text"/> |
| <input type="checkbox"/> | Annual City Audit           | <input type="text"/> |
| <input type="checkbox"/> | Internal Controls           | <input type="text"/> |

❖ **Utility Accounting**

|  |                                      |  |
|--|--------------------------------------|--|
|  | General Ledger/Financials            |  |
|  | Work orders                          |  |
|  | Cashiering/Receipting                |  |
|  | Cost of Service Analysis             |  |
|  | Federal/State reporting requirements |  |
|  | Data requests - industry             |  |
|  | Annual Utility Audit                 |  |
|  | Internal Controls                    |  |

- ❖ **Utility Support** – Finance provides direct services for the Electric, Water, and Sewer Utilities by meter reading, account transfers/disconnections/re-connections, billings and payments, collection of past due accounts, and customer service.

- ❖ **Risk Management** – this includes health insurance oversight, workers compensation management, and general/liability insurance management.

❖ **Cash Management**

|  |                       |  |
|--|-----------------------|--|
|  | Bank Reconciliations  |  |
|  | Investment Management |  |
|  | Debt Management       |  |

- ❖ **Budgeting** responsibilities include the coordination of the budget process, forecasting, analysis of variances, and the preparation of the budget books.

Approximately 78% of personnel related costs are funded by the Utilities departments. This means that although Finance is part of the General Fund, cost impact actually resides in the Utilities Funds.

### **Information Technology**

The Information Technology Division (IT) is an Internal Service Fund, which means that the costs associated with IT are billed out to each City department based on the time spent supporting those departments. As a result, IT indirectly affects General Fund appropriations.

Today, City Hall has over two hundred networked computers and city wide IT services 495 computer devices. We have also branched to remote offices via fiber optics and wireless. Remote sites connected with fiber optics include Phelps Control Center, Burdick Power Plant, Street Department, Water Shop, Line Department, Waste Water Treatment Plant, Law Enforcement Center, the new 911 Center, and the County Administration Building. Wireless connections include all Fire Stations, Park Department's Shop and the Grand Island Cemetery.

IT is primarily responsible for design, development, application, implementation, support and management of the Citywide network, particularly software applications and databases, computer hardware and peripherals, and network administration.

The software applications and databases IT is responsible for include the following:

|                                     |  |
|-------------------------------------|--|
| MUNIS                               |  |
| Spillman - Law Enforcement          |  |
| Exchange Server                     |  |
| Geographic Information System (GIS) |  |
| Utility Billing System (CIS)        |  |
| LaserFiche - document archiving     |  |

IT is also responsible for many of the licensing and contract agreements of the related software applications.

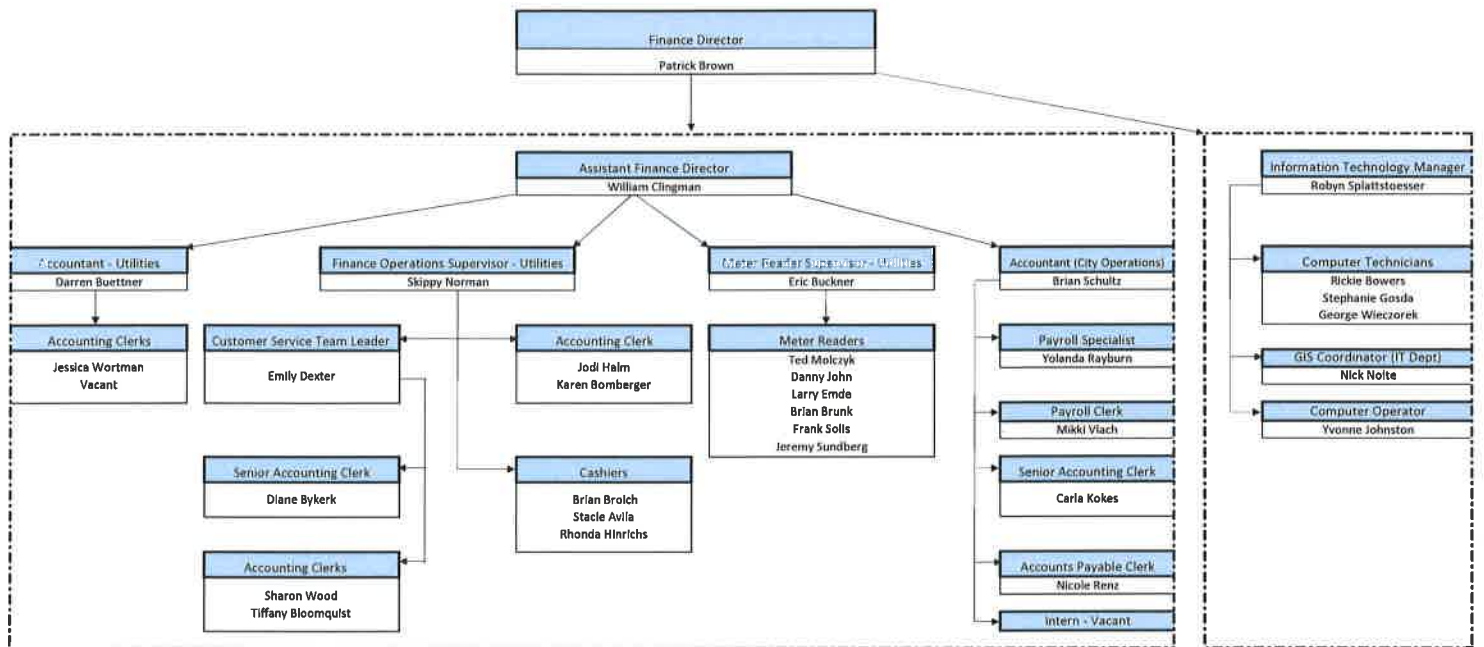
Network administration includes activities such as domain administration, security, phone system maintenance, system backups, internet for almost all City locations, and administration of the Library network.

***Here are some of the Finance Department's accomplishments for 2018.***

- ✓ Implementation of OpenGov for the Budget process and Budget Book
- ✓ Implemented Tyler Content Management (TCM) for Digital Record Storage
- ✓ Part of the City wide team in implementing a balanced budget for the 2018-2019 Fiscal Year
- ✓ Streamlined department processes allowing for the elimination of one position, such as outsourcing of utility bill printing
- ✓ Assisted with the creation of the new Railside Business Improvement District
- ✓ Transitioned to a new overall Bank (Five Points) for the City, who provides a more competitive interest rate

***The Finance Department hopes to accomplish the following for the 2018-2019 fiscal year.***

- ✦ For process improvement and internal control purposes:
  - Implement the MUNIS electronic timesheet functionality instead of spreadsheets and manually entering hours.
  - Implement a Work Force Planning module into OpenGov for workforce budgeting purposes since personnel costs are our highest cost categories.
  - Implement MUNIS's Cash Management Module for bank reconciliation, cash tracking, forecasting, and investment and debt management. This implementation would increase our efficiency from once of month reconciling to daily reconciling and the option of several staff members able to complete the task instead of one.
  - Continue our efforts in improving the budgeting process.
- ✦ Organizational Improvements
  - Look at each position in Finance to determine if efficiencies can be gained.
  - Continue the cross training Finance is currently doing.
  - Increase our proactive work (analysis) and decrease reactive work (chasing).



## GITV General Information:

Grand Island Television, also referred to as GITV, is the City's Public, Educational, and Governmental (PEG) Station serving the residents of Grand Island and Hall County. The purpose of GITV is to be a source for information about local government, civic affairs, and education through regular videotaped broadcasts of various public meetings, events, and programs.

GITV can be viewed on Channel 187 for those individuals who have Charter Communications cable or via digital channel 50.1 for those who do not have cable. In addition to these news channels, Charter Communications cable channel 180 is also an important part of GITV, serving as the community's information channel.

For those residents who do not have Charter Communications or analog options, GITV can also be watched on computers or mobile devices via a LIVE stream.

GITV channels 187 and 50 air news segments that are educational, governmental, or community related in nature. Public service announcements and programs provided by other government entities and non-profit organizations are also included in the mix.

Programs include:

- City Council meetings are aired live on Tuesdays at 7 p.m. (when meetings are held) and rebroadcasted weekdays at 9 a.m. and 9 p.m..
- Citizen Review Committee meetings are aired lived-- schedule of meetings varies
- Programs addressing current issues in City government--
- Programs from local organizations--monthly Community Connections segment
- Programs from other government entities

GITV channel 180 is the City's information channel, also referred to as Digital Data 180. This channel provides information on upcoming community events, government happenings, non-profit organizations, and up-to-date weather. This electronic bulletin board meets the need of every resident and runs 24 hours a day, seven days a week. Qualifying announcements in the format of an event flyer can be emailed or dropped off at City Hall no later than two weeks prior to the event.

GITV was developed in late 1993. A franchise agreement was established between the City of Grand Island and TCI Cable Television, providing an initial \$60,000 to fund the startup of Governmental Educational Television, and continues to make an annual contribution to support GITV.



## GITV SPECIFIC DUTIES:

### HARDWARE PROFICIENCIES:

\*Routine maintenance and operation of all broadcast hardware including: Master Control Board/Character Generator/ Remote Cameras/Broadcast Video Server/Digital Signage Server/ Archive Server/Live Stream Server/Council Podium Stream/HD Routers/Audio Interface/Over-The-Air Transmitter/LIVE Studio Cameras/Field Production DSLRs/Aerial Drone

### SOFTWARE PROFICIENCIES:

\*The following programs require a high level of proficiency for day to day operational success:

Final Cut Pro X - After Effects - Illustrator - Photoshop - Bridge - Adobe Media Encoder - Episode - Compressor - Fusion Studio - Keynote - DaVinci - Broadcast PIX - Win LGX-7 - Carousel

### Production/Engineering Specific Duties:

1. Shoot-Edit-Encode-Schedule Local Programming Segments
2. Broadcast all City Council Meetings (7 Feeds/4 Remote)  
(to date - I've broadcast 572 meetings/missed 2 in 12 years)
3. Design & Schedule 24 Hour Programming (2 Channels)
4. Maintain Website Pages - upload meetings/schedules
5. Troubleshoot Hardware/Software Issues
6. On-call technical assistance for audio/video issues
7. Develop RFP's/Annual Budgets/Maintain SMA/Contracts
8. Execute Speciality Collaborative Productions i.e. -
  - GIPD Recruiting Promo
  - GIFD Recruiting Promo
  - City of Grand Island Promo
9. Research and develop implementation of new technical tools to increase efficiencies and outreach for citizen engagement.

## VIEWERSHIP ANALYTICS:

A good “compass” to measure a small portion of our viewership is with our online analytics. Key things to point out when reviewing this information:

1). This is our “online” audience only, not broadcast viewership.

**A more traditional way of measuring TV viewership is Nielsen ratings; to understand how Nielsen ratings work: (which is the method used to “measure who is watching what...”**

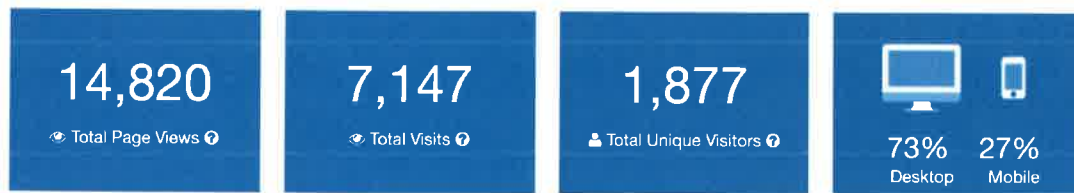
The numbers in a Nielsen rating act as a percentage. Nielsen estimates a total audience for a certain span of time, and ratings count as percentage points in that estimated audience. ... There are 118.4 million households and each point on a Nielsen rating represents a percent of that total number.

To find out who is watching TV and what they are watching, the company gets around 5,000 households to agree to be a part of the representative sample for the national ratings estimates. Nielsen's statistics show that 118 million households have TVs in the United States, so Nielsen's sample is not very large.

This is a very simplified explanation as to how the ratings system works. Also, Nielsen ratings are having to adapt to a whole new world when it comes to these metrics as now, in the digital world, a vast majority of households are choosing to watch live streams, access video on demand, and move further and further away from traditional tv viewership.

The following analytic reports are from January 1, 2013 to February 9, 2019. City Council Meetings are both the most viewed and accessed on demand over the last six years.

## OVERVIEW



## WHAT MEDIA YOUR CITIZENS ARE VIEWING

All Media Live Events Encoder Streams On Demand Media

ALL MEDIA

Filter by title

| Media Title   | Type    | Total Views |
|---|---------|-------------|
| Grand Island Live Stream  | Encoder | 3,794       |
| August 22, 2017 City Council Meeting - Aug 23rd, 2017                           | Archive | 833         |
| January 15, 2019 City Council Meeting - Jan 16th, 2019                          | Archive | 463         |
| Government 101 - HAWK Traffic Signal - Feb 6th, 2017                            | Archive | 370         |
| May 23, 2017 City Council Meeting - May 24th, 2017                              | Archive | 185         |
| July 18, 2017 City Council Meeting - Jul 19th, 2017                             | Archive | 185         |
| October 10, 2017 City Council Meeting - Oct 11th, 2017                          | Archive | 185         |
| City Matters w/Craig Lewis & Jon Rosenlund - Jan 12th, 2018                     | Archive | 185         |
| June 12, 2018 City Council Meeting - Jun 13th, 2018                             | Archive | 185         |
| Community Connections - Legal Aid of Nebraska w/Shawn Farritor - Jan 27th, 2017 | Archive | 93          |

n/a

Total Media Stream Views

n/a

n/a

External Views Internal Views

« < 1 to 10 > » Show 10 per page

## WHAT PAGES YOUR CITIZENS ARE VISITING

| All Pages         | Page Title ?  | Type ?                    | Views ?   |
|-------------------|---|---------------------------|-----------|
| Media Streams     | Filter all pages by title or click a category on the left   | try 'event'               | try > 100 |
| View Pages        | <a href="#">Grand Island Live Stream</a> - /mediaplayer.php?publish_id=4  | Publishing point, Encoder | 3,794     |
| Agendas & Minutes | <a href="#">Streaming Media Archive</a> - /viewpublisher.php?view_id=2  | View page                 | 1,666     |
| Admin Pages       | <a href="#">August 22, 2017 City Council Meeting - Aug 23rd, 2017</a> - /mediaplayer.php?view_id=2&clip_id=898  | Archive                   | 833       |
|                   | <a href="#">January 15, 2019 City Council Meeting - Jan 16th, 2019</a> - /mediaplayer.php?view_id=2&clip_id=974 | Archive                   | 463       |
|                   | <a href="#">Government 101 - HAWK Traffic Signal - Feb 6th, 2017</a> - /mediaplayer.php?view_id=2&clip_id=853   | Archive                   | 370       |

« < 1 to 5 > » Show 5 per page

## WHERE YOUR CITIZENS ARE COMING FROM

| Source/Medium    | Views     |
|------------------|-----------|
| Filter by URL    | try > 100 |
| grand-island.com | 6,662     |
| (direct)         | 1,666     |
| m.facebook.com   | 648       |
| facebook.com     | 185       |
| nebraska.tv      | 93        |
| squidtv.net      | 93        |

« < 1 to 6 > » Show 10 per page

Direct 11% of traffic 1,666 views

Link

Social

Email

Search

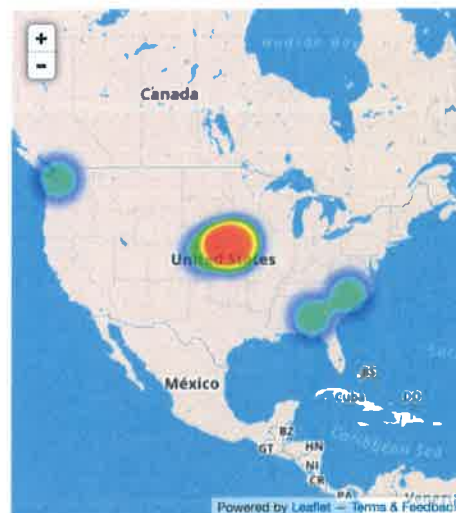
Total Views: 14,820

## WHERE YOUR CITIZENS LIVE

Showing data for the top 150 cities from which your site is being accessed.

| City           | Unique Visitors |
|----------------|-----------------|
| Filter by name | try > 100       |
| Grand Island   | 1,943           |
| Omaha          | 648             |
| Lincoln        | 93              |
| Columbus       | 93              |
| (not set)      | 93              |
| Bellevue       | 93              |
| McCook         | 93              |
| North Creek    | 93              |
| Beatrice       | 93              |
| Plnehurst      | 93              |

« < 1 to 10 > » Show 10 per page



## TIF Group Discussion

Summary Statement – The intent of this discussion group was to review the TIF process and see if there are opportunities to enhance the public accountability, with a Council recommendation and policy. Over the years, there have been significant questions and concerns from the public and Council, regarding the use and application of the TIF process in Grand Island. The result of the discussion is support and approval of the TIF process historically and the following comments, guidelines and application materials presented to Council to help promote openness in our continued support of using TIF to remove and remediate blighted and substandard conditions and promote economic development opportunities within the City of Grand Island and the jurisdiction of the Grand Island City Council and Community Development Authority.

I want to especially thank the 7 group members, Councilmember's Paulick, Minton and myself, CRA Chairman Tom Gdowski, and Staff members, Brent Clark, Chad Nabity and Patrick Brown. Each member contributed significantly in the discussion on the complexity and community benefit of the TIF program.

### Guidelines –

- The use of TIF financing is intended to spur economic development that supports the Council's objectives.
  - Commercial
    - Job Creation
    - Enhance City Revenue Stream – sales & use tax, occupation tax
    - Special Needs in the Highway 281 and South Locust Corridors, the Downtown and the Veterans Home Property.
  - Residential
    - Address recognized housing shortages
- Reverse Blighting – we support a policy where the CRA is directed to review all TIF blighted areas and submit their recommendation to Council every 5 years, beginning in 2020.
- Transparency –

- On line mapping (available April 1, 2019)
- Annual report to Council
  - Calendar year additions to assessed valuation of TIF projects
  - Calendar year removals from TIF assessed valuation
  - Provide a Y2Y (year to year) of assessed valuations, along with the changes listed above provided by TIF, separating out residential revaluation (non growth increases), with the balance in changes would, by default, be considered the annual growth not using TIF or revaluation.
- TIF Project information presented to Council
  - We support Chad's inclusion of the questionnaire as in the Council packet.
  - Including a disclosure of the TIF percentage of the Total project, along with a list of all other known government economic development subsidies such as, façade improvement or Life Safety grants.
  - Include an executive summary, including a statement as to the City/Neighborhood benefits if the project is approved.
- But For Clause – While this is a statutory requirement to fulfill, there are too many variables to each project for us to suggest anything particular at this time.
- 15 Year TIF Project -
  - While we had varying discussion about the number of years, again, too many variables for us to suggest anything particular at this time.
  - While 49 states have a TIF program, Nebraska is the only one with 15 years, while the other 48 have longer deferred project lengths.

#### Attachments:

- Pat's worksheet
- Chad's questionnaire
- Chad's map



| DESCRIPTION                            | SUB NAME                 | TIF TOTAL     | TIF BASE     | TIF EXCESS    | YEAR<br>BEGAN | TIF Years | TIF Excess<br>Available | Category | Year (delay 1<br>yr) | TIF Excess Available      | 2018 City Mill Levy | City Tax  | Cummulative<br>City Tax |
|--|--------------------------|---------------|--------------|---------------|---------------|-----------|-------------------------|----------|----------------------|---------------------------|---------------------|-----------|-------------------------|
| WALNUT CONDOMINIUM PROJECT             | WALNUT CONDO PROJECT     | \$2,308,030   | \$107,150    | \$2,200,880   | 2004          | 15        | 2019                    | RES      | 2020                 | \$ 2,200,880              | 0.375504            | \$8,264   | \$8,264                 |
| CENTURA HILLS EAST PROJECT             | CENTURA HILLS EAST PROJ  | \$3,825,785   | \$103,448    | \$3,722,337   | 2007          | 15        | 2022                    | COM      | 2021                 | \$ -                      | 0.375504            | \$0       | \$8,264                 |
| GIRARD VET CLINIC                      | GIRARD VET CLINIC PROJ   | \$570,284     | \$78,431     | \$491,853     | 2007          | 15        | 2022                    | COM      | 2022                 | \$ -                      | 0.375504            | \$0       | \$8,264                 |
| SOUTHEAST CROSSINGS PROJECT            | SOUTHEAST CROSSINGS PROJ | \$962,089     | \$232,690    | \$729,399     | 2007          | 15        | 2022                    | COM      | 2023                 | \$ 1,221,252              | 0.375504            | \$4,586   | \$12,850                |
| GEDDES STREET APARTMENTS               | GEDDES ST APTS PROJECT   | \$1,498,754   | \$27,498     | \$1,471,256   | 2008          | 15        | 2023                    | RES      | 2024                 | \$ 1,471,256              | 0.375504            | \$5,525   | \$18,375                |
| SOUTH POINTE HOTEL PROJECT             | SOUTH POINTE HOTEL PROJ  | \$4,124,418   | \$234,722    | \$3,889,696   | 2009          | 15        | 2024                    | COM      | 2025                 | \$ 4,180,168              | 0.375504            | \$15,697  | \$34,072                |
| TODD ENCK PROJECT                      | TODD ENCK PROJECT        | \$310,939     | \$20,467     | \$290,472     | 2009          | 15        | 2024                    | RES      | 2026                 | \$ 653,121                | 0.375504            | \$2,452   | \$36,524                |
| CASEY'S AT FIVE POINTS PROJECT         | CASEY'S AT FIVE POINTS   | \$825,834     | \$172,713    | \$653,121     | 2010          | 15        | 2025                    | COM      | 2027                 | \$ 3,685,617              | 0.375504            | \$13,840  | \$50,364                |
| U-SAVE 4TH ST PHARMACY PROJECT         | U-SAVE 4TH ST PHARMACY   | \$589,090     | \$39,495     | \$549,595     | 2011          | 15        | 2026                    | COM      | 2028                 | \$ 346,280                | 0.375504            | \$1,300   | \$51,664                |
| JOHN SCHULTE PROJECT                   | JOHN SCHULTE PROJECT     | \$424,703     | \$63,684     | \$361,019     | 2011          | 15        | 2026                    | RES      | 2029                 | \$ 8,875,237              | 0.375504            | \$33,327  | \$84,991                |
| POPLAR ST WATER LINE PROJECT           | POPLAR ST WATER LINE     | \$1,781,326   | \$1,155,016  | \$626,310     | 2011          | 15        | 2026                    | RES      | 2030                 | \$ 5,975,803              | 0.375504            | \$22,439  | \$107,430               |
| WOOD RIVER ETHANOL PROJECT             | WOOD RIVER ETHANOL PROJ  | \$29,247,418  | \$238,679    | \$29,008,739  | 2007          | 15        | 2022                    | COM      | 2031                 | \$ 17,363,329             | 0.375504            | \$65,200  | \$172,630               |
| WENN HOUSING PROJECT                   | WENN HOUSING PROJECT     | \$230,691     | \$19,523     | \$211,168     | 2012          | 15        | 2027                    | RES      | 2032                 | \$ 29,996,713             | 0.375504            | \$112,639 | \$285,269               |
| TOKEN PROPERTIES LLC                   | TOKEN PROPERTIES LLC     | \$149,619     | \$14,507     | \$135,112     | 2012          | 15        | 2027                    | RES      | 2033                 | \$ 20,363,135             | 0.375504            | \$76,464  | \$361,733               |
| KEN-RAY LLC PROJECT                    | KEN-RAY LLC PROJECT      | \$3,005,312   | \$856,619    | \$2,148,693   | 2011          | 15        | 2026                    | COM      | 2034                 | \$ 7,962,684              | 0.375504            | \$29,900  | \$391,634               |
| STRATFORD PLAZA LLC                    | STRATFORD PLAZA LLC      | \$3,628,593   | \$2,095,733  | \$1,532,860   | 2013          | 15        | 2028                    | COM      |                      |                           |                     |           |                         |
| GORDMAN GRAND ISLAND                   | GORDMAN GRAND ISLAND     | \$5,472,235   | \$2,187,305  | \$3,284,930   | 2013          | 15        | 2028                    | COM      |                      |                           |                     |           |                         |
| TOKEN PROPERTIES CAREY ST              | TOKEN PROPERTIES CAREY   | \$402,271     | \$38,645     | \$363,626     | 2013          | 15        | 2028                    | RES      | Category             | TIF Base                  | TIF Excess          |           |                         |
| EIG GRAND ISLAND                       | EIG GRAND ISLAND         | \$7,444,084   | \$4,126,140  | \$3,317,944   | 2013          | 15        | 2028                    | COM      | Residential          | \$3,416,649               | \$53,284,991        |           |                         |
| AUTO ONE INC PROJECT                   | AUTO ONE INC             | \$737,148     | \$90,194     | \$646,954     | 2014          | 15        | 2029                    | MIX      | Commercial           | \$18,277,303              | \$77,744,961        |           |                         |
| GI AREA HABITAT                        | GI AREA HABITAT          | \$248,769     | \$46,851     | \$201,918     | 2013          | 15        | 2028                    | RES      | Mix-Use              | \$3,315,633               | \$6,185,348         |           |                         |
| TOKEN LLC KIMBALL ST PROJECT           | TOKEN LLC KIMBALL ST     | \$145,117     | \$17,475     | \$127,642     | 2014          | 15        | 2029                    | RES      |                      | \$25,009,585              | \$137,215,300       |           |                         |
| BAKER DEVELOPMENT 18TH ST              | BAKER DEVELOPMENT 18TH S | \$194,868     | \$20,909     | \$173,959     | 2013          | 15        | 2028                    | RES      |                      |                           |                     |           |                         |
| COPPER CREEK                           | COPPER CREEK             | \$3,585,131   | \$134,194    | \$3,450,937   | 2014          | 15        | 2029                    | RES      |                      |                           |                     |           |                         |
| CHIEF INDUSTRIES AURORA COOP           | CHIEF INDUSTRIES AURORA  | \$3,933,593   | \$2,183,323  | \$1,750,270   | 2014          | 15        | 2029                    | COM      |                      |                           |                     |           |                         |
| MAINSTAY SUITES PROJECT                | MAINSTAY SUITES PROJECT  | \$3,232,406   | \$263,105    | \$2,969,301   | 2015          | 15        | 2030                    | COM      | Year                 | City's Assessed Valuation | Increase            | Average   |                         |
| TOWER 217 PROJECT                      | TOWER 217 PROJECT        | \$1,324,924   | \$99,655     | \$1,225,269   | 2015          | 15        | 2030                    | MIX      | 2018                 | \$3,126,408,875           | 4.56%               | 4.14%     |                         |
| COPPER CREEK II                        | COPPER CREEK II          | \$13,974,138  | \$805,379    | \$13,168,759  | 2015          | 15        | 2030                    | RES      | 2017                 | \$2,990,112,619           | 2.10%               |           |                         |
| HABITAT 8TH & SUPERIOR                 | HABITAT 8TH & SUPERIOR   | \$520,227     | \$14,125     | \$506,102     | 2016          | 15        | 2031                    | RES      | 2016                 | \$2,928,500,044           | 3.80%               |           |                         |
| TC BUILDERS - EDDY STREET              | T C BUILDERS - EDDY ST   | \$167,351     | \$9,460      | \$157,891     | 2016          | 15        | 2031                    | RES      | 2015                 | \$2,821,224,691           | 6.11%               |           |                         |
| SUPER MARKET DEVELOPERS                | SUPER MARKET DEVELOPERS  | \$6,578,238   | \$915,957    | \$5,662,281   | 2016          | 15        | 2031                    | COM      | 2014                 | \$2,658,704,370           |                     |           |                         |
| NORTHWEST COMMONS                      | NORTHWEST COMMONS        | \$10,981,778  | \$2,044,857  | \$8,936,921   | 2016          | 15        | 2031                    | COM      |                      |                           |                     |           |                         |
| COPPER CREEK III                       | COPPER CREEK III         | \$12,754,331  | \$390,617    | \$12,363,714  | 2016          | 15        | 2031                    | RES      |                      |                           |                     |           |                         |
| KAUFMAN BUILDING                       | KAUFMAN BUILDING         | \$945,448     | \$353,827    | \$591,621     | 2016          | 15        | 2031                    | COM      |                      |                           |                     |           |                         |
| PRIDON VICTORY VILLAGE                 | PRIDON VICTORY VILLAGE   | \$1,778,184   | \$1          | \$1,778,183   | 2016          | 15        | 2031                    | RES      |                      |                           |                     |           |                         |
| BOSSELMAN REAL ESTATE PROJECT          | BOSSELMAN                | \$6,836,888   | \$2,652,701  | \$4,184,187   | 2017          | 15        | 2032                    | MIX      |                      |                           |                     |           |                         |
| TALON APT PROJECT                      | TALON APARTMENT PROJECT  | \$3,504,162   | \$33,545     | \$3,470,617   | 2017          | 15        | 2032                    | RES      |                      |                           |                     |           |                         |
| COPPER CREEK IV                        | COPPER CREEK IV PROJECT  | \$4,098,495   | \$170,294    | \$3,928,201   | 2017          | 15        | 2032                    | RES      |                      |                           |                     |           |                         |
| MIDDLETON PROPERTIES                   | MIDDLETON PROPERTIES II  | \$1,545,811   | \$886,524    | \$659,287     | 2017          | 15        | 2032                    | COM      |                      |                           |                     |           |                         |
| FEDERATION LABOR TEMPLE                | FEDERATION LABOR TEMPLE  | \$399,169     | \$64,628     | \$334,541     | 2017          | 15        | 2032                    | RES      |                      |                           |                     |           |                         |
| HATCHERY HOLDINGS LLC                  | HATCHERY HOLDINGS LLC    | \$7,780,366   | \$123,002    | \$7,657,364   | 2017          | 15        | 2032                    | COM      |                      |                           |                     |           |                         |
| WING PROPERTIES INC (WILLIAMSON'S BLD) | WILLIAMSON'S BLD         | \$200,322     | \$71,384     | \$128,938     | 2017          | 15        | 2032                    | MIX      |                      |                           |                     |           |                         |
| WEINRICH DEVELOPMENT                   | WEINRICH DEVELOPMENT     | \$104,404     | \$39,149     | \$65,255      | 2018          | 15        | 2033                    | RES      |                      |                           |                     |           |                         |
| PEACEFULL ROOT LLC                     | PEACEFULL ROOT LLC       | \$140,447     | \$140,447    | \$0           | 2018          | 15        | 2033                    | MIX      |                      |                           |                     |           |                         |
| THINK SMART                            | THINK SMART              | \$95,213      | \$8,400      | \$86,813      | 2018          | 15        | 2033                    | RES      |                      |                           |                     |           |                         |
| URBAN ISLAND LLC                       | URBAN ISLAND LLC         | \$150,688     | \$150,688    | \$0           | 2018          | 15        | 2033                    | MIX      |                      |                           |                     |           |                         |
| CAIRO BUSINESS PARK PROJECT            | CAIRO BUSINESS PARK PROJ | \$408,822     | \$220,073    | \$188,749     | 2018          | 15        | 2033                    | COM      |                      |                           |                     |           |                         |
| TALON APT PROJECT                      | TALON APT PROJ PHASE 2   | \$2,775,459   | \$10,800     | \$2,764,659   | 2018          | 15        | 2033                    | RES      |                      |                           |                     |           |                         |
| EAST PARK ON STUHR                     | EAST PARK ON STUHR       | \$5,212,135   | \$166,178    | \$5,045,957   | 2018          | 15        | 2033                    | RES      |                      |                           |                     |           |                         |
| O'NEILL WOOD RESOURCES                 | O'NEILL WOOD - CAAP PROJ | \$203,570     | \$203,570    | \$0           | 2018          | 15        | 2033                    | COM      |                      |                           |                     |           |                         |
| TAKE FLIGHT INVESTMENTS                | TAKE FLIGHT INVESTMENTS  | \$110,564     | \$110,564    | \$0           | 2018          | 15        | 2033                    | MIX      |                      |                           |                     |           |                         |
| MENDEZ ENTERPRISES LLC (PHASE 1)       | MENDEZ ENT - PHASE 1     | \$717,090     | \$717,090    | \$0           | 2018          | 15        | 2033                    | COM      |                      |                           |                     |           |                         |
| COPPER CREEK - 2017 LOOK BACK          | COPPER CREEK '17 LOOK BK | \$17,737      | \$17,737     | \$0           | 2018          | 15        | 2033                    | RES      |                      |                           |                     |           |                         |
| COPPER CREEK PHASE 2 - 2017 LOOK BACK  | COPPER CREEK-2 '17 LOOK  | \$20,417      | \$20,417     | \$0           | 2018          | 15        | 2033                    | RES      |                      |                           |                     |           |                         |
|  |                          | \$162,224,885 | \$25,009,585 | \$137,215,300 |               |           |                         |          |                      |                           |                     |           |                         |

### **Questions that would aid in evaluating TIF Projects:**

These could be questions asked of the developer before and during the TIF Process.

Some questions like #7 may have to be answered in conjunction with City Staff. Other questions could be addressed directly by the applicant.

1. Is it a new use to the community/neighborhood?
2. Does it add to the community/neighborhood?
3. Does it provide base employment?
4. Will it create more than x(10?) housing units and what type?
  - a. Does the elementary school in that area have additional capacity and what is the projected enrollment over the build out period of the project?
5. Will it rehabilitate an existing building?
6. Will it remove/replace a building that is ready to be removed?
7. Does it promote other goals of the City? (e.g. adding residential units downtown, extending the city limits toward I-80, converting gravel streets to paved streets, extending sewer and/or water to unserved areas of the community, providing workforce housing, promote area plans as approved by Council)
8. Will the project generate sales/use taxes? If so what are the projected amounts?
9. Is this a catalyst project in an area?
10. What percent of the TIF Dollars will be spent on public improvements as opposed to other eligible activities such as acquisition, demolition and rehabilitation.

