



# **City of Grand Island**

**Tuesday, November 23, 2004**

**Council Session**

## **Item G15**

**#2004-304 - Approving Contract with the Central Nebraska Ethnic Festival**

**Staff Contact: Paul Bresino**

# **Council Agenda Memo**

**From:** Paul M. Briseno, Assistant to the City Administrator

**Meeting:** November 9, 2004

**Subject:** Approving Contract with the Central Nebraska Ethnic Festival

**Item #'s:** G-15

**Presenter(s):** Paul M. Briseno, Assistant to the City Administrator

## **Background**

The Central Nebraska Ethnic Festival has used office space in the spring and summer as needed in City Hall for at least the past ten (10) years. In addition, Festival organizers meet monthly at City Hall to plan the event. Under this arrangement, the City has provided limited (and often shared) office space, phone, computer, printer, paper and postage at no cost to the Festival. There has been an on-going verbal agreement between the Ethnic Festival and the City for this arrangement. This year long verbal agreement was from October 1, 2003 to September 30, 2004.

## **Discussion**

The City of Grand Island is an ever growing ethnic community. To show the City's proud support and participation in the different ethnic cultures throughout our community, the City of Grand Island would like to continue the current verbal arrangement with the Central Nebraska Ethnic Festival for the following period: October 1, 2004 to September 30, 2005, with the intent that the Central Nebraska Ethnic Festival would apply for funding from the City of Grand Island as an outside agency for the 2005 fiscal year. Funding for the Festival last year amounted to approximately \$900. The City plays an important role in the success of the Ethnic Festival through involvement of the following departments: Police, Street, and Utility (electrical and water), Fire, Police, Administration, Health and Parks and Recreation. Providing work space and organizational support is consistent with city-wide involvement in the Festival.

## **Alternatives**

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

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

## **Recommendation**

City Administration recommends that the Council approve the agreement for work space and supplies with the Central Nebraska Ethnic Festival.

## **Sample Motion**

Motion to approve the agreement with the Central Nebraska Ethnic Festival.



**Central NE Ethnic Festival**  
Box 1306  
Grand Island, Nebraska 68802  
Telephone – (308)385-5444 ext 233  
e-mail – [ethnicfestival@grand-island.com](mailto:ethnicfestival@grand-island.com)  
Lynnette Marshall – Festival Manager



July 23, 24, and 25, 2004

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September 8, 2003

Mayor Jay Vavricek  
City of Grand Island  
P.O. Box 1968  
Grand Island, NE 68802-1968

Dear Mayor Vavricek,

The 13<sup>th</sup> annual 2003 Central Nebraska Ethnic Festival has come and gone already! We appreciate your participation in the opening ceremony and as an emcee for our Saturday morning entertainment. Your support of this annual Grand Island event is invaluable.

As the Ethnic Festival board evaluates this year's festival and looks toward 2004, some of the decisions that the Festival board needs to make relevant to the 2004 festival are dependent on pending changes within the structure of the City.

As you may know, the Downtown Development Department has been an important partner in the Central Nebraska Ethnic Festival (CNEF) since its inception. The Festival was originated by the Downtown and incorporated as the CNEF in 1995. The Incorporation allowed the Festival to expand into a community event to celebrate all ethnic cultures of the area.

The Ethnic Festival has maintained strong ties to the Downtown because of the wonderful "flavor" the area lends to the event. In addition, Downtown Development has accommodated the Festival by providing office space and other miscellaneous in-kind services. Although we do not have an actual dollar value attached to the savings and convenience currently provided by Downtown Development, some examples of those in-kind donations include office space, computer use, and telephone.

As a non-profit organization, the Central Nebraska Ethnic Festival values the partnership that has been built with the City of Grand Island. This partnership is not dependent on tax dollars, so does not burden current City financial obligations or impact uncertain revenue levels in future years. The Festival board plans to hold the Festival in the

Downtown area again next year and would like to request an opportunity to discuss the continued involvement of the City in support of the Festival.

As Manager of the Festival, I would like the opportunity to talk with you about the City's continued support of this important Central Nebraska event. The success of the Ethnic Festival can be attributed to the volunteers and involvement from the City and community. I will look forward to talking with you in the near future and will contact your office to schedule a time that is convenient for your schedule.

Thank you in advance for your time, commitment and support.

With warm regards,

Lynnette Marshall  
Central Nebraska Ethnic Festival Manager

**AGREEMENT FOR OFFICE SPACE AND EQUIPMENT  
BETWEEN THE CITY OF GRAND ISLAND  
AND  
THE CENTRAL NEBRASKA ETHNIC FESTIVAL**

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of November 2004, by and between the CITY OF GRAND ISLAND, NEBRASKA, A Municipal Corporation and THE CENTRAL NEBRASKA ETHNIC FESTIVAL, hereinafter referred to collectively as "The Parties" and individually as a "Party".

WITNESSETH:

WHEREAS, the Central Nebraska Ethnic Festival provides cultural opportunities for people in the Grand Island community of various ethnic backgrounds; and,

WHEREAS, it is in the best interests of the City of Grand Island to promote ethnic cultural events; and,

WHEREAS, the Central Nebraska Ethnic Festival has organized and operated the Central Nebraska Ethnic Festival; and,

WHEREAS, to organize, promote and operate the festival, it is necessary to provide Central Nebraska Ethnic Festival personnel with access to office space, office equipment and postal services which are available at City Hall.

NOW, THEREFORE, the Parties mutually agree as follows:

1. **Office Space.** The City of Grand Island agrees to provide space in City Hall for the use of the Central Nebraska Ethnic Festival personnel to do work in organizing and promoting the festival. Said space may include the non-exclusive use of a cubicle or an office for the purposes of the festival.
2. **Office Equipment.** The City of Grand Island agrees to make office equipment available for the use of the Central Nebraska Ethnic Festival personnel, including access to a photocopier, computer, facsimile and telephone equipment. These items of equipment will be made available on a non-exclusive basis for the use of Festival workers.
3. **Postal Services.** The City of Grand Island will provide the Central Nebraska Ethnic Festival access to the city's postal services available at City Hall and will not require compensation from the Ethnic Festival for postage expense in conducting the business of organizing, promoting and operating the Central Nebraska Ethnic Festival.
4. **Ethnic Festival.** The Central Nebraska Ethnic Festival agrees to organize, promote and operate an Ethnic Festival during the year 2005 to promote diverse ethnic cultures in the Grand Island community that is similar to the 2004 Ethnic Festival.

5. **Term.** The term of this agreement shall be for the period from October 1, 2004, through September 30, 2005, and either party may terminate this agreement upon thirty (30) days notice to the other party.

**CITY OF GRAND ISLAND, NEBRASKA,  
A Municipal Corporation,**

Dated:\_\_\_\_\_

By:\_\_\_\_\_

Jay Vavricek, Mayor

Attest:\_\_\_\_\_

RaNae Edwards, City Clerk

Approved as to Form:\_\_\_\_\_

Douglas R. Walker, City Attorney

**CENTRAL NEBRASKA ETHNIC FESTIVAL,**

Dated:\_\_\_\_\_

By:\_\_\_\_\_

Lynette Marshall, Manager  
Central Nebraska Ethnic Festival

RESOLUTION 2004-304

WHEREAS, the Central Nebraska Ethnic Festival has planned, coordinated, and conducted an ethnic festival each year for the past ten years to celebrate and support the various ethnic cultures throughout the community; and

WHEREAS, the City of Grand Island has provided office space, supplies, and the use of office equipment to the Central Nebraska Ethnic Festival in support of this annual event; and

WHEREAS, last year, the value of providing such office space, supplies and equipment was approximately \$900; and

WHEREAS, it has been recommended that a contract between the Central Nebraska Ethnic Festival and the City of Grand Island be entered into which outlines the obligations of each party.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that a contract be entered into between the City and the Central Nebraska Ethnic Festival to provide office space and supplies, and the use of office equipment to the Central Nebraska Ethnic Festival through September 30, 2005 to plan, coordinate, and conduct the annual Central Nebraska Ethnic Festival.

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized and directed to execute such contract with the Central Nebraska Ethnic Festival on behalf of the City of Grand Island.

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Adopted by the City Council of the City of Grand Island, Nebraska, November 23, 2004.

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RaNae Edwards, City Clerk