

Bellevue City Council Meeting

Monday, October 22, 2018 6:00 PM

Bellevue City Hall

1500 Wall Street

Bellevue, NE 68005

1. PLEDGE OF ALLEGIANCE
2. INVOCATION - Pastor Joseph Gastineau, Revival Tabernacle Church, 2226 Jefferson
3. CALL TO ORDER AND ROLL CALL
4. OPEN MEETINGS ACT - Posted in the Entry to the Council Chambers
5. APPROVAL OF AGENDA, CONSENT AGENDA, CLAIMS, AND ADVISORY COMMITTEE REPORTS:
 - a. Approval of the Agenda
 - b. Approval of the Consent Agenda
 1. *Approval of the Minutes from the October 8, 2018, City Council Meeting
 2. *Approval of Claims
 3. *Approval of Hunting Waiver Applications
 4. *Approving the Reappointment of Terry Veylupek for a five-year term on the Building Board of Review ending July 2023
 5. *Approval of the Renewal of the Software Service Agreement for QueTel in the amount of \$2100 (Police Chief)
6. SPECIAL PRESENTATIONS:
 - a. Update on Economic Development Activities by the Bellevue Chamber of Commerce - Executive Director Jim Ristow
 - b. Quarterly Budget Update (Finance Director)
7. LIQUOR LICENSES: None
8. ORDINANCES FOR ADOPTION (3rd reading): None
9. ORDINANCES FOR PUBLIC HEARING (2nd reading):
 - a. Ordinance No. 3916: Rezoning Tax Lot 1, except right-of-way, Section 7, T13N, R13E, of the 6th P.M., Sarpy County, from AG to BN for the purpose of a Business Office Applicant: Matt Ricchini Location: 4803 Capehart Road Councilman Shannon requests the waiver of three readings and taking the vote after the public hearing (Planning Director)
 - b. Ordinance No. 3917: Rezoning Lot 74, Kennedy Town Center, from BN to BG for the purpose of a Convenience Store with fuel and liquor sales Applicant: Casey's Retail Company Location: 7724 South 22nd Street (Planning Director)
 1. Approval of the Partial Release of Restricted Access contained in Plat Note
10. ORDINANCES FOR INTRODUCTION (1st reading):
 - a. Ordinance No. 3918: Sale of City Surplus property in Whispering Timbers (1st rdg)
11. PUBLIC HEARING ON MATTERS OTHER THAN ORDINANCES: None
12. RESOLUTIONS:
 - a. Resolution No. 2018-32: Approving the Bellevue Police Command Staff Association bargaining agreement 2018-2021 (Administration)
 - b. Resolution No. 2018-33: Approving the Comprehensive Plan update

(Planning Director)

13. CURRENT BUSINESS:

a. Employee Handbook Update to coincide with Union Contracts (Human Resources Manager)

b. Approve and Execute the Funding Approval Agreement, previously approved by the City Council in July 2018, in the amount of \$356,838 in FY 2018 CDBG funding (Finance Director/CDBG Specialist)

c. Approve and authorize the Mayor to sign the Short Form Agreement for Engineering Services between the City of Bellevue and HDR Engineering, Inc. for the Quail Creek Lift Station Project in an amount not to exceed \$168,267 (Public Works Director)

d. Approve and authorize the Mayor to sign a proposal between the City of Bellevue and Midwest Right-of-Way Services for the 25th Street Improvement Project, in an amount not to exceed \$23,825 (Public Works Director)

14. ADMINISTRATION REPORTS:

15. PUBLIC REQUESTS TO BE HEARD:

16. CLOSED SESSION: None

17. ADJOURNMENT

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15. PUBLIC REQUESTS TO BE HEARD:
16. CLOSED SESSION: None
17. ADJOURNMENT

MINUTE RECORD

Bellevue City Council Meeting, October 8, 2018, Page 1

A regular meeting of the Mayor and Council of the City of Bellevue was called to order by Mayor Rita Sanders at the Bellevue City Hall on the 8th day of October, 2018, at 6:00 p.m. Present were Council Members John Hansen, Paul Cook, Pat Shannon, Donald Preister, Thomas Burns, and Jim Moudry.

Notice of this meeting was given in advance thereof by publication in the Bellevue Leader and posting in two public places, the designated method for giving notice and was also given to the Mayor and all members of the City Council. A copy of the affidavit of publication, the certificate of posting, and the council's acknowledgment of receipt of notice are hereby attached to these minutes. All proceedings shown hereafter were taken while the convened meeting was open to the public.

Pledge of Allegiance and Invocation

Scout Troop 464, sponsored by the Lions Club in Twin Creek, led the Pledge of Allegiance. Father Tom Jones, Church of the Holy Spirit located at 1305 Thomas Drive in Bellevue, gave the invocation.

Open Meetings Act

Mayor Sanders announced a copy of the Open Meetings Act is posted in the entry to the City Council Chambers.

Approval of the Agenda

Motion was made by Shannon, seconded by Moudry, to approve the agenda. Roll call vote on the motion was as follows: Hansen, Cook, Shannon, Preister, Burns, and Moudry voted yes; voting no: none. Motion carried.

Approval of the Consent Agenda

Motion was made by Cook, seconded by Burns, to approve the consent agenda which included the following: approving the Minutes from the September 24, 2018, City Council Meeting; acknowledging receipt of the Minutes from the September 20, 2018, Planning Commission Meeting; approving the Claims; and approving the Hunting Waiver Applications. Roll call vote on the motion was as follows: Hansen, Cook, Shannon, Preister, Burns, and Moudry voted yes; voting no: none. Motion carried.

SPECIAL PRESENTATIONS: None

LIQUOR LICENSES: None

ORDINANCES:

Ordinance No. 3916: Rezoning Tax Lot 1, except right-of-way, Section 7, T13N, R13E, of the 6th P.M., Sarpy County, from AG to BN for the purpose of a Business Office Applicant: Matt Ricchini Location: 4803 Capehart Road (First Reading)

Ordinance No. 3916, an ordinance to amend the official zoning map of the City of Bellevue, Nebraska, as provided for by Article 3 of Ordinance No. 3619 by changing the zone classification of land located at or about 4803 Capehart Road, more particularly described in Section 1 of the Ordinance and to provide an effective date, was read by title only for the first time and scheduled for public hearing at the Council meeting on October 22nd, 2018.

Ordinance No. 3917: Rezoning Lot 74, Kennedy Town Center, from BN to BG for the purpose of a Convenience Store with fuel and liquor sales Applicant: Casey's Retail Company Location: 7724 South 22nd Street (First Reading)

Ordinance No. 3917, an ordinance to amend the official zoning map of the City of Bellevue, Nebraska, as provided for by Article 3 of Ordinance No. 3619 by changing the zone classification of land located at or about Chandler Road and 22nd Street, more particularly described in Section 1 of the Ordinance and to provide an effective date, was read by title only for the first time and scheduled for public hearing at the Council meeting on October 22nd, 2018.

PUBLIC HEARINGS ON MATTERS OTHER THAN ORDINANCES:

Public Hearing on the Appeal of the Sidewalk Waiver Denial at 1802 Jefferson Street

Mayor Sanders opened the meeting to a public hearing to give opportunity for individuals to speak in favor of or in opposition to the denied sidewalk waiver.

Mr. Bernard Kusek, the owner of 1802 Jefferson Street, was present to give the background on the property, the reason for the appeal, and to answer any questions. The City Council had comments and questions on the matter.

Mayor Sanders asked if there were any additional speakers on the appeal. Seeing none, the open hearing was declared closed.

Motion was made by Shannon, seconded by Burns, to grant a temporary sidewalk waiver as requested as there is not a current public safety issue. Roll call vote on the motion was as follows: Hansen, Cook, Shannon, Preister, Burns, and Moudry voted yes; voting no: none. Motion carried.

MINUTE RECORD

Bellevue City Council Meeting, October 8, 2018, Page 2

RESOLUTIONS:

Resolution No. 2018-31: Approving the Bargaining Agreement with the Bellevue Police Officers Association

Motion was made by Cook, seconded by Shannon, to approve Resolution No. 2018-31. Roll call vote on the motion was as follows: Hansen, Cook, Shannon, Preister, Burns, and Moudry voted yes; voting no: none. Motion carried.

CURRENT BUSINESS:

Approval and Authorization for the Mayor to sign the Service Agreement for the Police Department AEDs in the amount of \$22,176 for the year, to be paid in quarterly installments of \$5,544

Motion was made by Cook, seconded by Moudry, to approve and authorize the Mayor to sign the Agreement. Roll call vote on the motion was as follows: Hansen, Cook, Shannon, Preister, Burns, and Moudry voted yes; voting no: none. Motion carried.

ADMINISTRATION REPORTS:

Mayor Sanders asked if there were any questions for the City Administrator or any of the Directors on the report presented. There were no questions.

PUBLIC REQUESTS TO BE HEARD:

Mayor Sanders read the following statement: "Any member of the public addressing the Council shall abide by Council Policy Resolution No. 35 regarding the Principles of Conduct and Decorum which states 'any statements made during City Council meetings by the Mayor, members of the City Council, City officials and employees, or members of the general public shall not involve personal, impertinent, or slanderous attacks on individuals, regardless of whether the individual so attacked is an elected official, a city official or employee, or a member of the general public' and also Bellevue City Code Section 2-68 regarding the manner of addressing the Council. Copies of the aforementioned rules are posted outside the Council Chambers. Speakers shall limit their presentations to five minutes."

Mr. Chuck Fredrick spoke about a friend of his who had applied to be the Grand Marshal of the upcoming Veteran's Parade. The gentleman's resume is available for reading on his website. He read the "Making the Grade" by Ron Petak, *Bellevue Leader* Executive Editor, from the October 3, 2018, edition and requested it be included in the Minutes.

F Bellevue Mayor Rita Sanders, City Attorney proxy Tim Buckley, Bellevue City Council. Shameful is the only word to describe your collective non-action during the public comment period during last week's City Council meeting. I don't care if someone thinks Police Chief Mark Elbert should be fired, don't care if someone thinks Elbert should be retained, don't care if someone doesn't give two hoots one way or the other – you willfully violated council policy (Resolution No. 35) by allowing a parade of speakers to take swipes at Elbert and others. Prior to each meeting the mayor reads the following: "...any statements made during City Council meetings...the general public shall not involve personal, impertinent or slanderous attacks on individuals, regardless of whether the individual attacked is an elected official, a city official or employee or a member of the general public." How is it other speakers like Chuck Fredrick are often rebuked for commenting on a city official but the mayor sat silent a week ago Monday? You can't pick and choose how to enforce city rules.

Mr. Fredrick said it is time to make the rules "stand up" and follow them.

Ms. Lauren Ward said as a citizen, it is hard to know what to do next as the Mayor and Council is looked to for guidance. We cannot pretend there are not issues. She said it was mistakenly reported the third-party investigators did not find any wrongdoing. They did not offer opinions; only the City gave opinions. She said we need to be aware the Omaha Police Department is accepting 50 officers via "lateral moves," so we could lose people.

Mrs. Molly Ducker stated she finds it ironic the Scouts were in attendance due to what their mission is. She said nothing has changed in the Police Department since Chief Elbert's return. There is a "black cloud" over the city and the decision to change lies within the Administration's hands.

Mayor Sanders asked for additional comments from the public. No one came forward to speak. Mayor Sanders closed the public requests to be heard section of the meeting.

CLOSED SESSION:

Motion was made by Burns, seconded by Shannon, to adjourn into closed session, for the protection of the public interest and the prevention of needless injury to the reputation of an individual, at 6:43 p.m. for a federal litigation update. Roll call vote on the motion was as follows: Hansen, Cook, Shannon, Preister, Burns, and Moudry voted yes; voting no: none. Motion carried.

Motion was made by Moudry, seconded by Hansen, to adjourn from closed session and reconvene in regular session at 7:23 p.m. Roll call vote on the motion was as follows: Hansen, Cook, Shannon, Preister, Burns, and Moudry voted yes; voting no: none. Motion carried.

MINUTE RECORD

Bellevue City Council Meeting, October 8, 2018, Page 3

ADJOURNMENT:

There being no further business to come before the Council at this time, on motion by Shannon, seconded by Cook, at 7:25 p.m. the meeting adjourned.


Sabrina Ohnmacht, City Clerk



Rita Sanders, Mayor

I, the undersigned, City Clerk of the City of Bellevue, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council on October 8, 2018; that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily available for public inspection at the office of the City Clerk; that such subjects were contained in said agendas for at least twenty-four hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the said minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting.


City Clerk

MINUTE RECORD

CLAIMS FOR OCTOBER 22, 2018

PAGE 1

MAYOR

CENTURY LINK	MONTHLY SERVICE-2018-9-22	2.57
		<u>\$ 2.57</u>

CITY ADMINISTRATOR

BLACK HILLS NEBRASKA GAS UTILITY CO	MONTHLY SERVICE-2018-10-5	101.33
CENTURY LINK	MONTHLY SERVICE-2018-9-22	5.14
EMPLOYEE BENEFITS SYSTEMS	EBS-HEALTH INSURANCE-OCT 2018	3,527.69
US BANK VOYAGER FLEET SYSTEMS	MONTHLY FUEL EXPENSE-SEPT 2018	197.64
		<u>\$ 3,831.80</u>

CITY COUNCIL

BELLEVUE PUBLIC SCHOOL FOUNDATION	BPS FOUNDATION GALA-SHANNON	125.00
		<u>\$ 125.00</u>

LEGAL

ADAMS & SULLIVAN, PC	RETAINER-SEPT 2018	5,850.00
ADAMS & SULLIVAN, PC	COB VS LOCAL 4906	206.25
ADAMS & SULLIVAN, PC	COB VS ABBOTT & BPOA	1,113.75
ADAMS & SULLIVAN, PC	COB VS BPOA, FPO #59	123.75
ADAMS & SULLIVAN, PC	COB VS EMPLOYEE 2017-102	123.75
ADAMS & SULLIVAN, PC	COB VS GUARDIAN TAX PARTNER	875.00
ADAMS & SULLIVAN, PC	COB VS HULL	123.75
ADAMS & SULLIVAN, PC	COB VS BPOA LABOR MATTER	536.25
ADAMS & SULLIVAN, PC	COB VS EMPLOYEE 2016-93	2,145.00
ADAMS & SULLIVAN, PC	COB VS EMPLOYEE 2017-103	4,492.50
ADAMS & SULLIVAN, PC	COB VS EMPLOYEE 2018-107	82.50
ADAMS & SULLIVAN, PC	COB VS EMPLOYMENT MATTERS	495.00
ADAMS & SULLIVAN, PC	COB VS FIRE DEPT ISSUES	49.50
ADAMS & SULLIVAN, PC	COB VS LITIGATION MATTERS	453.75
WOODS & AITKEN, LLP	PROFESSIONAL SERVICES-SEP 2017	1,247.00
		<u>\$ 17,917.75</u>

CABLE

BLACK HILLS NEBRASKA GAS UTILITY CO	MONTHLY SERVICE-2018-10-5	86.13
CENTURY LINK	MONTHLY SERVICE-2018-9-22	1.71
EMPLOYEE BENEFITS SYSTEMS	EBS-HEALTH INSURANCE-OCT 2018	3,857.20
		<u>\$ 3,945.04</u>

CITY CLERK

BELLEVUE PUBLIC SCHOOLS	LIQUOR LICENSES-17-18	13,200.00
BELLEVUE PUBLIC SCHOOLS	TOBACCO LICENSES-17-18	270.00
BLACK HILLS NEBRASKA GAS UTILITY CO	MONTHLY SERVICE-2018-10-5	75.99
CAPITAL BUSINESS SYSTEMS, INC	COPIER EXPENSE	20.36
CENTURY LINK	MONTHLY SERVICE-2018-9-22	2.57
EMPLOYEE BENEFITS SYSTEMS	EBS-HEALTH INSURANCE-OCT 2018	2,681.91
OMAHA PUBLIC SCHOOLS	LIQUOR LICENSES-17-18	2,300.00
OMAHA PUBLIC SCHOOLS	TOBACCO LICENSES-17-18	142.50
OMAHA WORLD HERALD CO	LEGAL ADS	584.14
PAPILLION/LA VISTA SCHOOLS	LIQUOR LICENSES-17-18	4,012.50
PAPILLION/LA VISTA SCHOOLS	TOBACCO LICENSES-17-18	90.00
SUBURBAN NEWSPAPERS	RENEW SUBSCRIPTION	81.00
		<u>\$ 23,460.97</u>

MINUTE RECORD

CLAIMS FOR OCTOBER 22, 2018

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FINANCE/RISK MANAGEMENT/SAFETY

BLACK HILLS NEBRASKA GAS UTILITY CO	MONTHLY SERVICE-2018-10-5	131.72
CENTURY LINK	MONTHLY SERVICE-2018-9-22	12.81
EMPLOYEE BENEFITS SYSTEMS	EBS-HEALTH INSURANCE-OCT 2018	6,962.91
HOLIDAY INN OF KEARNEY	LODGING FOR TRAINING	185.90
INDOFF	OFFICE SUPPLIES	742.97
INFOSAFE SHREDDING	SHREDDING SERVICE	30.00
NEOFUNDS BY NEOPOST	REFILL POSTAGE METER-1500 WALL ST	1,000.00
NEOFUNDS BY NEOPOST	POSTAGE SUPPLIES-SEP 2018	171.00
STANDARD PRINTING COMPANY	A/P LASER CHECKS	414.98
		<hr/>
		\$ 9,652.29

LIBRARY

BLACK HILLS NEBRASKA GAS UTILITY CO	MONTHLY SERVICE-2018-10-5	24.29
CENTURY LINK	MONTHLY SERVICE-2018-9-22	8.57
COX BUSINESS SERVICES	MONTHLY SERVICE-2018-10-8	107.39
EMPLOYEE BENEFITS SYSTEMS	EBS-HEALTH INSURANCE-OCT 2018	8,288.17
INDOFF	OFFICE SUPPLIES	156.08
INGRAM LIBRARY SERVICES	BOOKS	1,178.59
KAPCO	BOOK REPAIR SUPPLIES	68.86
MATRIX BUSINESS SYSTEMS	COPIER EXPENSE	10.82
METROPOLITAN UTILITIES DIST	MONTHLY SERVICE-2018-10-4	114.25
MICHELLE BULLOCK	REIMB MILEAGE FOR TRAINING	142.79
NEBRASKA LIBRARY COMMISSION	OVERDRIVE ANNUAL PARTICIPATION FEE	3,029.20
NEOFUNDS BY NEOPOST	REFILL POSTAGE-LIBRARY	650.00
OCLC INC	ONLINE CATALOGING MONTHLY	1,308.45
OMAHA PUBLIC POWER DISTRICT	MONTHLY SERVICE-2018-9-25	2,135.99
RUFF WATERS	AQUARIUM MANAGEMENT	94.94
THE SHOPPER, INC	DVD CASES, PAC LOCKS	900.88
		<hr/>
		\$ 18,219.27

ADMINISTRATIVE SERVICES

BLACK HILLS NEBRASKA GAS UTILITY CO	MONTHLY SERVICE-2018-10-5	111.46
CENTURY LINK	MONTHLY SERVICE-2018-9-22	12.85
EMPLOYEE BENEFITS SYSTEMS	EBS-HEALTH INSURANCE-OCT 2018	10,589.73
INDOFF	OFFICE SUPPLIES	12.97
INFOSAFE SHREDDING	SHREDDING SERVICE	30.00
MATRIX BUSINESS SYSTEMS	COPIER EXPENSE	107.62
US BANK VOYAGER FLEET SYSTEMS	MONTHLY FUEL EXPENSE-SEPT 2018	2,107.08
		<hr/>
		\$ 12,971.71

PUBLIC WORKS

BLACK HILLS NEBRASKA GAS UTILITY CO	MONTHLY SERVICE-2018-10-5	5.30
CENTURY LINK	MONTHLY SERVICE-2018-9-22	10.28
EMPLOYEE BENEFITS SYSTEMS	EBS-HEALTH INSURANCE-OCT 2018	6,148.52
MATRIX BUSINESS SYSTEMS	COPIER EXPENSE	129.90
METROPOLITAN UTILITIES DIST	MONTHLY SERVICE-2018-10-3	19.15
NEBRASKA IOWA SUPPLY CO	FUEL	839.63
ONE CALL CONCEPTS	DIGGERS HOTLINE- LOCATES-SEP 2018	551.25
US BANK VOYAGER FLEET SYSTEMS	MONTHLY FUEL EXPENSE-SEPT 2018	90.37
		<hr/>
		\$ 7,794.40

MINUTE RECORD

CLAIMS FOR OCTOBER 22, 2018

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PARKS

ALEXANDER LAWN & LANDSCAPE, INC	ROW MOWING-CYCLE 10	9,983.70
A-RELIEF SERVICES	PORTABLE RESTROOMS-HAWORTH	96.86
BLACK HILLS NEBRASKA GAS UTILITY CO	MONTHLY SERVICE-2018-10-5	48.58
CAMPGROUND AUTOMATION SYSTEMS	ONLINE CAMPGROUND REGISTRATION-OCT	550.00
CENTURY LINK	MONTHLY SERVICE-2018-9-22	7.71
COX BUSINESS SERVICES	MONTHLY SERVICE-2018-10-8	363.42
DC ELECTRIC/HEARTLAND LIGHTING	REPAIR CORD FOR FOUNTAIN	210.00
EMPLOYEE BENEFITS SYSTEMS	EBS-HEALTH INSURANCE-OCT 2018	12,380.42
MENARDS	LAWN SEED BLANKET	149.95
METROPOLITAN UTILITIES DIST	MONTHLY SERVICE-2018-10-3	1,272.12
OMAHA PUBLIC POWER DISTRICT	MONTHLY SERVICE-2018-9-25	5,174.82
TAB CONSTRUCTION	AMERICAN HEROES-PHASE 6-INV 1	7,802.63
TAB CONSTRUCTION	AMERICAN HEROES PARK-PHASE 6	62,419.41
US BANK VOYAGER FLEET SYSTEMS	MONTHLY FUEL EXPENSE-SEPT 2018	1,906.01
WALKERS UNIFORM RENTAL	UNIFORM SERVICE	13.42
	\$ 102,379.05	

RECREATION

CENTURY LINK	MONTHLY SERVICE-2018-9-22	11.14
COX BUSINESS SERVICES	MONTHLY SERVICE-2018-10-8	88.39
EMPLOYEE BENEFITS SYSTEMS	EBS-HEALTH INSURANCE-OCT 2018	2,109.96
MATRIX BUSINESS SYSTEMS	COPIER EXPENSE	25.23
MIDWEST STORAGE SOLUTIONS	FOLDING CHAIRS	357.12
US BANK VOYAGER FLEET SYSTEMS	MONTHLY FUEL EXPENSE-SEPT 2018	38.92
WESTLAKE ACE HARDWARE	FASTENERS	3.03
	\$ 2,633.79	

BUILDING MAINTENANCE

BLACK HILLS NEBRASKA GAS UTILITY CO	MONTHLY SERVICE-2018-10-5	579.94
CARPENTER PAPER CO	JANITORIAL SUPPLIES	340.09
CENTURY LINK	MONTHLY SERVICE-2018-9-22	0.86
EMPLOYEE BENEFITS SYSTEMS	EBS-HEALTH INSURANCE-OCT 2018	8,083.14
FILTER SHOP	FILTERS	78.40
GENERAL FIRE & SAFETY CO	SEMI ANNUAL FIRE SUPPRESSION	99.00
IDEAL PURE WATER COMPANY	BOTTLED WATER	32.00
JACKSON SERVICES, INC	DOOR MAT SERVICE-CITY BUILDINGS	160.43
KB BUILDING SERVICES	JANITORIAL SERVICES-CITY BUILDINGS	10,708.50
MENARDS	SCREWS, PUTTY,GLOVES, LIMESTONE, FLOOR TILE, SUPPLIES	361.55
METROPOLITAN UTILITIES DIST	MONTHLY SERVICE-2018-10-3	844.13
O'KEEFE ELEVATOR COMPANY	ELEVATOR MAINTENANCE	301.98
OMAHA PUBLIC POWER DISTRICT	MONTHLY SERVICE-2018-9-25	2,734.94
ROCHESTER MIDLAND CORPORATION	WATER ENERGY TEAM BILLING	270.00
WESTLAKE ACE HARDWARE	WEED KILLER	44.99
	\$ 24,639.95	

CEMETERY

BLACK HILLS NEBRASKA GAS UTILITY CO	MONTHLY SERVICE-2018-10-5	24.29
CENTURY LINK	MONTHLY SERVICE-2018-9-22	0.86
COX BUSINESS SERVICES	MONTHLY SERVICE-2018-10-8	83.39
EMPLOYEE BENEFITS SYSTEMS	EBS-HEALTH INSURANCE-OCT 2018	1,506.62
METROPOLITAN UTILITIES DIST	MONTHLY SERVICE-2018-10-4	96.03
OMAHA PUBLIC POWER DISTRICT	MONTHLY SERVICE-2018-9-25	113.42
US BANK VOYAGER FLEET SYSTEMS	MONTHLY FUEL EXPENSE-SEPT 2018	3.52
	\$ 1,828.13	

MINUTE RECORD

CLAIMS FOR OCTOBER 22, 2018

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STREETS

ASPHALT & CONCRETE MATERIALS	ASPHALT	666.20
BLACK HILLS NEBRASKA GAS UTILITY CO	MONTHLY SERVICE-2018-10-5	172.56
CENTURY LINK	MONTHLY SERVICE-2018-9-22	7.71
CONCRETE SUPPLY, INC	CONCRETE	2,567.75
COX BUSINESS SERVICES	MONTHLY SERVICE-2018-10-8	274.17
CREATIVE RISK SOLUTIONS	TPA LOSS FUNDING-SEPT 2018	215.78
DREF'S TREE SERVICE, INC	CUT DOWN, REMOVE TREE-FRANKLIN ST	1,070.00
EASTERN NEBRASKA HUMAN SERVICES AGCY	WOOD STAKES	25.00
EMPLOYEE BENEFITS SYSTEMS	EBS-HEALTH INSURANCE-OCT 2018	33,679.70
FLATBED EXPRESS, INC	WEIGH TRUCKS FOR CALIBRATION	90.00
IDEAL PURE WATER COMPANY	BOTTLED WATER	22.00
LYMAN RICHEY SAND & GRAVEL	SAND	3,536.82
MENARDS	LUMBER, CONCRETE MIX	200.98
METRO LEASING	METRO LEASES - 8713	12,749.50
METRO LEASING	METRO LEASES - 8714	10,408.22
METROPOLITAN UTILITIES DIST	MONTHLY SERVICE-2018-10-3	566.83
OMAHA PUBLIC POWER DISTRICT	MONTHLY SERVICE-2018-9-25	15,907.75
OMAHA PUBLIC POWER DISTRICT	MONTHLY SERVICE-2018-9-27	76,393.90
READY MIXED CONCRETE COMPANY	CONCRETE	4,665.33
THIELE GEOTECH	MATERIAL TESTING	343.00
US BANK VOYAGER FLEET SYSTEMS	MONTHLY FUEL EXPENSE-SEPT 2018	1,068.35
WALKERS UNIFORM RENTAL	UNIFORM SERVICE	13.42
WESTLAKE ACE HARDWARE	PROPANE FUEL, CONCRETE MIX	10.58
		\$ 164,655.55

FLEET MAINTENANCE

911 CUSTOM, LLC	SHOULDER BELT	332.00
A&L HYDRAULICS, INC	REBUILD HYD CYLINDER	711.16
ALLIED OIL & TIRE COMPANY	OIL	1,149.57
ANDERSON INDUSTRIAL ENGINES CO	STARTER MOTOR ASSEMBLY	96.09
AUTO VALUE PARTS - SOUTH OMAHA	BUSHINGS, TRACK BAR, CONTROL ARM	299.43
AUTOMOTIVE WAREHOUSE DIST, INC	PARTS, WINTER BLADES. EXHAUST	1,831.42
BAXTER CHRYSLER DODGE JEEP	RADIATOR, STRUT TENSIONER, TIE ROD, HEATHER HOSES	1,252.72
BAXTER FORD	PEDAL ASSEMBLY, PIPE, SENSOR	588.68
BELLEVUE TIRE & AUTO SERVICE	TIRES	2,593.04
BLACK HILLS NEBRASKA GAS UTILITY CO	MONTHLY SERVICE-2018-10-5	39.36
CENTURY LINK	MONTHLY SERVICE-2018-9-22	6.00
CORNHUSKER INTERNATIONAL TRUCKS	FUEL TANK, STRAP, LINING, SWITCH, SAFETY BELTS	2,527.88
COX BUSINESS SERVICES	MONTHLY SERVICE-2018-10-8	107.39
CREATIVE RISK SOLUTIONS	TPA LOSS FUNDING-SEPT 2018	655.88
EMPLOYEE BENEFITS SYSTEMS	EBS-HEALTH INSURANCE-OCT 2018	19,510.81
FACTORY MOTOR PARTS CO	EXHAUST EMISSION CONTROL, FILTERS, SWITCHES, MOTOR STARTER	974.49
FARM PLAN	CAP	4.83
FLEET PRIDE	HUB, LIP SEAL, GREASE CAP	40.39
GALVIN GLASS	PLEXI GLASS	31.68
GCR TIRES & SERVICE	TIRES, ALIGNMENT	2,010.68
GRAINGER	CORDLESS VACUUM, BATTERY AND CHARGER	196.15
HEAVY DUTY SPECIALISTS	ELBOW, FLANGE	109.34
INDOFF	OFFICE SUPPLIES	175.92
INLAND TRUCK PARTS CO	STRAP KIT, QUICK RELEASE VALVE	37.12
INTERSTATE BATTERIES	BATTERIES	1,608.57

MINUTE RECORD

CLAIMS FOR OCTOBER 22, 2018

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FLEET MAINTENANCE (cont'd)

J & J SMALL ENGINE SERVICE	FUEL CAP, BUSHING FLANGE	262.31
JACKS UNIFORMS & EQUIPMENT	CODE 3 FLASHER	162.04
JIM HAWK TRUCK TRAILERS	LONG STROKE, SWIVEL ELBOW	133.41
KRIHA FLUID POWER CO	FITTINGS, LABOR	407.20
MATHESON TRI-GAS INC	WELDING SUPPLIES	79.50
MENARDS	QUICK LINK, SPRING SNAP	17.91
METROPOLITAN UTILITIES DIST	MONTHLY SERVICE-2018-10-4	118.19
NAPA AUTO PARTS	FILTERS, NEUTRAL SWITCH, FITTINGS, WATER PUMP, PARTS	1,209.21
NEBRASKA IOWA INDUSTRIAL FASTENERS	RECIP BLADE, DRILL BITS, EYELETS	244.59
NMC EXCHANGE LLC	PIN, RETAINER	107.46
OMAHA PUBLIC POWER DISTRICT	MONTHLY SERVICE-2018-9-25	1,309.30
O'REILLY AUTOMOTIVE PARTS	OIL	19.97
P&M HARDWARE	HOUSING, ALTERNATOR COVER	195.28
POWERPLAN	WIPER BLADES, HOSE, FITTINGS, BELT TENSIONER, REAR WHEEL	2,004.03
QUALITY TIRES, INC	MOWER TIRES	178.00
ROSE EQUIPMENT	LOFA SWITCH	1,016.05
SPARTAN MOTORS USA, INC	BUSHINGS, LOCK NUTS, WASHERS	360.76
TITAN MACHINERY	GAS STRUT CYLINDER	27.05
TOOL SHED	HOLE SAW	88.00
UPS STORE	FREIGHT OUT	71.38
US BANK VOYAGER FLEET SYSTEMS	MONTHLY FUEL EXPENSE-SEPT 2018	327.04
WALKERS UNIFORM RENTAL	UNIFORM SERVICE	(10.60)
WELDON PARTS INC	ECU ASSEMBLY, CHECK VALVE, LED LITES, CONNECTORS, MUD FLAPS	3,076.98
WOODHOUSE FORD SOUTH	LATCH, BRAKE SHOE, DRUM	358.75
		<hr/>
		\$ 48,654.41

SOLID WASTE

WASTE CONNECTIONS OF NEBRASKA	TRASH HAULING FEES-SEPT 2018	238,213.06
		<hr/>
		\$ 238,213.06

PLANNING

BLACK HILLS NEBRASKA GAS UTILITY CO	MONTHLY SERVICE-2018-10-5	4.77
CENTURY LINK	MONTHLY SERVICE-2018-9-22	2.57
EMPLOYEE BENEFITS SYSTEMS	EBS-HEALTH INSURANCE-OCT 2018	4,291.24
MARCO TECHNOLOGIES, LLC	COPIER EXPENSE	177.57
METROPOLITAN UTILITIES DIST	MONTHLY SERVICE-2018-10-3	17.32
		<hr/>
		\$ 4,493.47

PERMITS & INSPECTIONS

BLACK HILLS NEBRASKA GAS UTILITY CO	MONTHLY SERVICE-2018-10-5	6.36
CENTURY LINK	MONTHLY SERVICE-2018-9-22	4.28
EMPLOYEE BENEFITS SYSTEMS	EBS-HEALTH INSURANCE-OCT 2018	13,320.66
METROPOLITAN UTILITIES DIST	MONTHLY SERVICE-2018-10-3	23.09
US BANK VOYAGER FLEET SYSTEMS	MONTHLY FUEL EXPENSE-SEPT 2018	646.41
		<hr/>
		\$ 14,000.80

POLICE/CODE ENFORCEMENT

ALL TRAFFIC SOLUTIONS	TRAFFIC APPLICATION PROGRAM	900.00
BELLEVUE FORT CROOK, LLC	RENT FOR K9 BLDG-NOV 2018	1,200.00
BENEFIT PLANS	DISABILITY POLICE PMTS: MD, JG, MG	6,078.31

MINUTE RECORD

CLAIMS FOR OCTOBER 22, 2018

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POLICE/CODE ENFORCEMENT (cont'd)

BLACK HILLS NEBRASKA GAS UTILITY CO	MONTHLY SERVICE-2018-10-5	115.99
CENTURY LINK	MONTHLY SERVICE-2018-9-22	81.34
COX BUSINESS SERVICES	MONTHLY SERVICE-2018-10-8	83.39
CREATIVE RISK SOLUTIONS	TPA LOSS FUNDING-SEPT 2018	16,698.26
CREATIVE RISK SOLUTIONS	NEW CLAIMS FEES-AUG 2018	250.00
EMPLOYEE BENEFITS SYSTEMS	EBS-HEALTH INSURANCE-OCT 2018	140,574.50
ENTERPRISE FM TRUST	DEA LEASE PAYMENT-SEP 2018	521.58
ENTERPRISE FM TRUST	DEA VEHICLE LEASE-OCT 2018	521.58
MATRIX BUSINESS SYSTEMS	COPIER EXPENSE	481.78
METROPOLITAN UTILITIES DIST	MONTHLY SERVICE-2018-10-3	421.57
OMAHA PUBLIC POWER DISTRICT	MONTHLY SERVICE-2018-9-25	46.95
TIMOTHY J HRBEK	SETTLEMENT PAYMENT-OCT 2018	15,528.00
TRAVELERS	LIABILITY CLAIM E7C0564-SEPT 2018	756.00
US BANK VOYAGER FLEET SYSTEMS	MONTHLY FUEL EXPENSE-SEPT 2018	14,088.37
		<hr/>
		\$ 198,347.62

FIRE & RESCUE

AIRGAS USA, LLC	MEDICAL SUPPLIES	292.65
BLACK HILLS NEBRASKA GAS UTILITY CO	MONTHLY SERVICE-2018-10-5	125.92
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	5,659.18
CENTURY LINK	MONTHLY SERVICE-2018-9-22	22.28
CHAD DAVIDSON	TRAINING INSTRUCTOR	120.00
COX BUSINESS SERVICES	MONTHLY SERVICE-2018-10-8	576.95
CREATIVE RISK SOLUTIONS	TPA LOSS FUNDING-SEPT 2018	3,344.57
EMPLOYEE BENEFITS SYSTEMS	EBS-HEALTH INSURANCE-OCT 2018	63,938.90
GRAINGER	COMMUNICATION PARTS	187.09
GREAT PLAINS UNIFORMS	UNIFORMS	3,886.00
INTERSTATE POWER SYSTEMS, INC	GENERATOR SERVICE	3,804.12
JP MORGAN CHASE-ARAMARK UNIFORM	LINEN SERVICE-DIST 4	3,746.90
MAX I WALKER	UNIFORM CLEANING	91.40
MENARDS	SPONGES, GRILL CLEANER, COFFEE MAKER, CLEANING SUPPLIES	152.05
METROPOLITAN UTILITIES DIST	MONTHLY SERVICE-2018-10-3	2,660.75
MUNICIPAL EMERGENCY SERVICES	AIRPACK REPAIR	2,589.50
OMAHA PUBLIC POWER DISTRICT	MONTHLY SERVICE-2018-9-25	8,405.03
SHRED-IT USA	SHREDDING SERVICE	144.00
US BANK VOYAGER FLEET SYSTEMS	MONTHLY FUEL EXPENSE-SEPT 2018	6,492.80
WESTLAKE ACE HARDWARE	PILOT DRILL, SAW HOLE	28.34
ZIRMED, INC	MONTHLY PROFESSIONAL MGT FEES-SEP	124.00
		<hr/>
		\$ 106,392.43

NON-DEPARTMENTAL/CONTRACTS

BELLEVUE ECONOMIC ENHANCEMENT FOUNDATION	BELLEVUE CHAMBER DEVELOPMENT AGREEMENT	3,000.00
CENTURY LINK	MONTHLY SERVICE-2018-10-1	1,218.83
COX BUSINESS SERVICES	MONTHLY SERVICE-2018-10-8	430.81
GREATER OMAHA CHAMBER FOUNDATION	MILITARY AWARENESS CAMPAIGN	5,000.00
KISSEL, KOHOUT, ES ASSOCIATES, LLC	LEGISLATIVE SERVICES-OCT 2018-SEP 2019	9,014.80
METRO AREA TRANSIT	MAT SERVICE-AUG 2018	4,025.00
METROPOLITAN UTILITIES DIST	MONTHLY SERVICE-2018-10-3	109.89
NE-DEPARTMENT OF REVENUE	NE DEPT OF REV - SALES TAX - SEP 2018	36.58
SARPY COUNTY COURT HOUSE	ANIMAL CONTROL-NOV 2018	13,044.85
SPARQDATA SOLUTIONS	PAYROLL RECORDS IMAGING	2,957.83
ULTIMATE TRAINING MUNITIONS	FINANCE BUDGET REPORT	625.00
		<hr/>
		\$ 39,463.59

MINUTE RECORD

CLAIMS FOR OCTOBER 22, 2018

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INFORMATION TECHNOLOGY/COMMUNICATIONS

DELL MARKETING L.P.	COMPUTERS FOR IT	1,277.62
EN POINTE TECHNOLOGIES	ACCESS SOFTWARE FOR IT	93.84
ONE CALL CONCEPTS	LOCATES	15.12
SECURITY EQUIPMENT	ELECTRIC STRIKE	179.00
TJ CABLE	LOCATES-SEPT	300.00
		<hr/>
		\$ 1,865.58

WASTEWATER

CENTURY LINK	MONTHLY SERVICE-2018-9-22	49.15
CITY OF OMAHA	SEWER FEES-JUNE 2018	457,163.47
COX BUSINESS SERVICES	MONTHLY SERVICE-2018-10-8	83.39
CREATIVE RISK SOLUTIONS	TPA LOSS FUNDING-SEPT 2018	2,300.00
ELLIOTT EQUIPMENT CO	SPRING COUPLER	710.00
EMPLOYEE BENEFITS SYSTEMS	EBS-HEALTH INSURANCE-OCT 2018	8,112.84
GRAINGER	SAFETY TOE HIP BOOTS	307.64
INDOFF	OFFICE SUPPLIES	105.99
MATRIX BUSINESS SYSTEMS	COPIER EXPENSE	49.31
MENARDS	TEAM MEET SUPPLIES, HOSE, DEGREASER, GLOVES	329.60
METROPOLITAN UTILITIES DIST	MONTHLY SERVICE-2018-10-3	261.57
NAPA AUTO PARTS	SURFACE COND DISC, HOIST	393.15
OMAHA PUBLIC POWER DISTRICT	MONTHLY SERVICE-2018-9-25	4,397.06
RONNIE HERNANDEZ	REIMB FOR CDL LICENSE	58.75
TRAVIS LEONARD	REIMB FOR CDL LICENSE	57.50
UNITED RENTALS (NORTH AMERICA), INC	ADJUST SPREADER, TRENCH BOX, BRIDLE RENTAL	9,340.00
UPS STORE	SHIPPING CHARGE	51.96
US BANK VOYAGER FLEET SYSTEMS	MONTHLY FUEL EXPENSE-SEPT 2018	1,389.54
WESTLAKE ACE HARDWARE	HOLSTER FLASHLIGHT	9.99
		<hr/>
		\$ 485,170.91

ECONOMIC DEVELOPMENT-LB840

LEO A DALY COMPANY	SANITARY SEWER IMP-GO READY PROJECT	44,000.00
		<hr/>
		\$ 44,000.00

COMMUNITY BETTERMENT

NE-DEPARTMENT OF REVENUE	LOTTERY TAXES - JUL TO SEP 2018	49,401.00
OMAHA PUBLIC POWER DISTRICT	MONTHLY SERVICE-2018-9-25	85.41
		<hr/>
		\$ 49,486.41

COMMUNITY DEVELOPMENT

ABBY HIGHLAND	CDBG CONSULTANT FEES-SEPT 2018	1,374.75
OMAHA WORLD HERALD	LEGAL AD	31.57
		<hr/>
		\$ 1,406.32

TOTAL CLAIMS FOR OCT 22, 2018 **\$ 1,625,551.87**

TOTAL PAYROLL FOR OCT 5, 2018 **\$ 1,032,658.05**

2018 Hunter Waivers

												<u>CC</u>
<u>Name</u>	<u>Address</u>	<u>City</u>	<u>Zip</u>	<u>Home #</u>	<u>Cell #</u>	<u>Work #</u>	<u>Hunting Permit #</u>	<u>Address of Hunting Site</u>	<u>Gvn to Police</u>	<u>PD Apprv'd or Dn'd</u>	<u>CC Mtg</u>	<u>Apprv'd or Denied</u>
Steven C. Schneider	6902 South 30th Street	Bellevue	68147	402.734.1967	402.658.7127	402.331.4700	8878062	1310 Camp Gifford Road	8/6/18	8/8/18	8/27/18	8/27/18
Angelo Emmi	2730 Madison Street	Omaha	68107	n/a	402.312.8369	n/a	8891746	1310 Camp Gifford Road	8/7/18	8/8/18	8/27/18	8/27/18
William Warnes	413 Bellevue Blvd. South	Bellevue	68005	402.241.5597	402.677.3871	n/a	8916778	509 Bellevue Blvd. South	8/13/18	8/13/18	8/27/18	8/27/18
William Warnes	413 Bellevue Blvd. South	Bellevue	68005	402.241.5597	402.677.3871	n/a	8916778	505 Bellevue Blvd. South	8/13/18	8/13/18	8/27/18	8/27/18
William Warnes	413 Bellevue Blvd. South	Bellevue	68005	402.241.5597	402.677.3871	n/a	8916778	507 Bellevue Blvd. South	8/13/18	8/13/18	8/27/18	8.27/18
Jeff Christensen	11040 "U" Street	Omaha	68137	402.592.4884	402.990.6932	n/a	8943673	1315 Bluff Street	8/17/18	8/22/18	8/27/18	8/27/18
Samuel R. Berkey	7304 N. 58th Street	Omaha	68152	402.505.3512	402.212.1762	402.533.7246	7859499	501 Washington	8/24/18	8/27/18	9/10/18	9/10/2018
Terry Rybar	1723 N. 159th Street	Omaha	68118	402.965.3475	402.917.2221	402.293.3014	9004411	1107 Camp Gifford Road	9/19/18	9/19/18	10/8/18	10/8/18
Jason T. Fox Jr.	107 Alton Street	Memphis	68042	402.318.2001	402.318.2001	n/a	9029875	301 Washington	9/24/18	9/24/18	10/8/18	10/8/18
Martin E. Merrill Jr.	3710 S. 155th Street	Omaha	68144	402.515.2424	n/a	n/a	8961085	301 Washington	9/24/18	9/24/18	10/8/18	10/8/18
Jason T. Fox Sr.	107 Alton Street	Memphis	68042	402.318.1781	402.318.1781	n/a	9029874	301 Washington	9/24/18	9/24/18	10/8/18	10/8/18
Brad Shearer	1003 W. 31st Avenue	Bellevue	68005	402.690.3463	n/a	n/a	8058941	Outlot A of Fairway Estates	9/24/18	9/24/18	10/8/18	10/8/18
Tom Kelly	1211 Bellevue Blvd. North	Bellevue	68005	402.612.6864	n/a	n/a	9043767	1211 Bellevue Blvd. North	10/3/18	10/3/18	10/8/18	10/8/18
Tom Kelly	1211 Bellevue Blvd. North	Bellevue	68005	402.612.6864	n/a	n/a	9043767	412 Dowding Court	10/3/18	10/3/18	10/8/18	10/8/18
Tom Kelly	1211 Bellevue Blvd. North	Bellevue	68005	402.612.6864	n/a	n/a	9043767	1302 Grove Road	10/3/18	10/3/18	10/8/18	10/8/18
Kurt Stroeher	1706 Hawk Ridge Circle	Bellevue	68147	402.980.3633	n/a	402.293.3100	9059792	Jewell Park	10/12/18	10/12/18	10/22/18	
Donald Tyson	10710 S. 18th Street	Bellevue	68123	402.502.1289	402.740.1911	n/a	8869698	1408 Grove Road	10/15/18	10/17/18	10/22/18	
Donald Pleiss	13904 S. 29th Circle	Bellevue	68123	402.321.2867	n/a	402.682.6624	9054363	Jewell Park	10/12/18	10/12/18	10/22/18	
Barney Chandler	10804 S. 18th St.	Bellevue	68123	402.677.0313	n/a	n/a	9043716	1211 Bellevue Blvd N	10/8/18	10/12/18	10/22/18	
Tom Kelly	1211 Bellevue Blvd. North	Bellevue	68005	402.612.6864	n/a	n/a	9043767	408 Dowding Ct.	10/12/18	10/12/18	10/22/18	
Robert Markve	1911 Mesa St.	Bellevue	68123	307.689.2319	307.689.2319	402.293.3100	8855426	Jewell Park	10/12/18	10/12/18	10/22/18	
Kyle Tyson	10503 Lewis & Clark Drive	Bellevue	68123	402.689.5781	402.689.5781	n/a	8869601	1408 Grove Road	10/15/18	10/17/18	10/22/18	
Chris Woodman	1607 Savannah Drive	Papillion	68133	n/a	402.639.8022	402.293.3128	9065093	Jewell Park	10/17/18	10/17/18	10/22/18	
Andrew Lomax	9819 S. 176th Ave.	Omaha	68136	402.430.0084	402.430.0084	n/a	9064380	Jewell Park	10/17/1/	10/17/18	10/22/18	



City of Bellevue

Office of the Mayor

1500 Wall Street • Bellevue, Nebraska 68005 • (402) 293-3022

* 56.4
10.22.18

MEMORANDUM

TO: Council President Jim Moudry and Council members
FROM: Mayor Rita Sanders
DATE: October 1st, 2018
SUBJECT: Reappointment to Building Board of Review

Please consider the following for reappointment to the Building Board of Review.

Terry Veylupek
10612 S 36th Street
Bellevue, NE 68123

He will serve a five (5) year term ending July 2023.

Terry Veylupek is requesting to continue on another 5 year member to the Building Board of Review.

Has been residing in Bellevue for 27 years. He has been married for 48 years with 3 children and 8 grandchildren.

Veylupek construction was started by his father and has been in business for 70 years. Terry Veylupek has been in construction himself for 45 years. He is the owner of Upland Trucking Company for 15 years. Terry is also very active in Saint Matthew's parish, he is the council president and chairman of the new building committee.

CITY OF BELLEVUE, NEBRASKA
AGENDA ITEM COVER SHEET

#56.5
10.22.18

COUNCIL MEETING DATE:	10/08/2018 <i>10-22-18</i>	AGENDA ITEM TYPE:	
SUBMITTED BY: Chief Mark Elbert <i>Mark Elbert</i>		SPECIAL PRESENTATION	
		LIQUOR LICENSE	
		ORDINANCE	
		PUBLIC HEARING	
		RESOLUTION	
		CURRENT BUSINESS	<input checked="" type="checkbox"/>
		OTHER (SEE CLERK)	

SUBJECT:

Renewal of software service agreement for QueTel

SYNOPSIS:

This is a renewal of the QueTel software support agreement. We are currently using QueTel for our Evidence processing/bar code system.

FISCAL IMPACT:

BUDGETED ITEM: ☒ YES ☐ NO
IF NO, EXPLAIN:

GRANT/MATCHING FUNDS ☐ YES ☐ NO
IF YES, %, \$, EXPLAIN:

PROJECT NAME, CALENDAR AND CODING:

Requestor Finance	Project Name:	
	Expected Start Date:	10/08/2018 Expected End Date: 09/30/2019
	CIP Project Name:	
	MAPA # and Name:	
	Street District # and Name:	
	Distribution Code:	10-20
		[Fund-Dept-Project-Subproject-Funding Source-Cost Center]
	GL Account #: 6247	GL Account Name: Agreements/lease

RECOMMENDATION:

Please approve this request to renew agreement

BACKGROUND:

The Police Department started the Bar Code system in 2015 after bids were opened and QueTel was awarded the bid. This will be an annual renewal.

ATTACHMENTS:

1	Software Support Agreement	4	
2		5	
3		6	

SIGNATURES:

ADMINISTRATOR APPROVAL:

FINANCE APPROVAL:

LEGAL APPROVAL:

[Signature]
[Signature]
Molly J. Muller



**QueTel Corporation
14100 Sullyfield Circle
Suite 700
Chantilly, VA 20151**

September 24, 2018

Mr. Joe Milos
City of Bellevue
210 West Mission Avenue
Bellevue, NE 68005-5299

Dear Ms. Anthony,

The TraQ Suite, consisting of Evidence TraQ and Digital TraQ was purchased from QueTel Corporation for \$46,000 on Purchase Order #P2013-12404. This software manages the Department's physical and digital evidence in the property room utilizing a barcode system designed and developed by QueTel. QueTel offers technical support for \$2,174.

The purpose of this letter is to indicate that the QueTel Corporation is the sole source for Evidence TraQ and Digital TraQ which the Lewisville Police Department has purchased licenses for their use.

QueTel is the sole developer of Evidence TraQ and Digital TraQ and QueTel is the only source to purchase Evidence TraQ and Digital TraQ. Evidence TraQ and Digital TraQ are not sold through any other source. QueTel's Software Support Staff members are the only persons authorized to provide software support for Evidence TraQ and Digital TraQ.

Sincerely,

Robert O. Wagner, Jr.
Business Manager
QueTel Corporation

QUETEL TECHNICAL SUPPORT AGREEMENT

Whereas the City of Bellevue, NE ("Agency") wants to ensure the continued, smooth operation of the software described below that it purchased from the QueTel Corporation ("QueTel"). This agreement provides for QueTel to assist Agency in solving any problems, in a timely manner, with said software, in return for the fees indicated below.

TERMS OF AGREEMENT

The terms of this agreement shall commence the latter of on November 1, 2018 or execution and expire on October 31, 2019. The cost of this agreement shall be \$2,174.00 to be paid annually by Agency to QueTel. Payment shall be made, in full, no later than the date the agreement commences. Either party may, at the end of the Term or any renewal period, cancel this Agreement with respect to all or any of the Software by giving the other party a 60-days written notice. QueTel may, in addition, cancel this Agreement with respect to any QueTel supplied software that, in QueTel's good faith judgment has become modified by other than QueTel personnel, or is obsolete, and return any unused funds to the Agency.

QUETEL SUPPLIED SOFTWARE COVERED UNDER THIS AGREEMENT

This Technical Support Agreement covers the Evidence TraQ and Digital TraQ purchased by Agency from QueTel.

TECHNICAL SUPPORT OBLIGATIONS

QueTel

QueTel will provide Technical Support Monday through Friday from 8:00 AM to 6:00 PM, QueTel Holiday's excluded. Currently, QueTel is closed during the following holidays: New Year's Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the day following Thanksgiving Day, and Christmas Day. Please note that QueTel may change these holidays upon 60-days written notice to Agency.

QueTel will provide software patches, as required, to correct error conditions.

QueTel will provide Agency with contact information for equipment warranty and repair. QueTel will also provide contact information to Agency enabling Agency to purchase barcode printer label stock, pen replacements, and spare batteries.

On all support requests, QueTel will generate a support ticket and communicate via email the ticket number reference, priority level assigned and status. The primary support representative will use best efforts to diagnose and correct the error condition, if possible. If it is not possible s/he will escalate the support ticket and follow the normal course of escalation. During the escalation process, status updates will be delivered from the designated point of contact for QueTel Support. This designated person will be assigned upon issuance of a support ticket.

QueTel will endeavor to resolve problems as swiftly as possible. However, QueTel is unable to provide guaranteed resolution times due to the uncertain nature and causes of problems. In all cases, QueTel will make its best efforts to resolve problems in as little time as needed.

Agency prerequisites include verification of server operational status through a rebooting sequence and providing access to the Agency server for QueTel's support representative. Access can be through VPN, Go-To-Meeting sharing or other appropriate remote connections. QueTel will log every access to the Agency's server. This log will be provided, upon request, to Agency so long as Agency has a valid technical support agreement with QueTel in place.

In those instances where diagnostic testing identifies Agency hardware and/or network problems not related to the QueTel software or user performed modifications not authorized by QueTel, QueTel will provide that information to Agency for resolution.

Work performed after identification of a non QueTel failure, such as database/application transfer or recovery may result in additional charges to Agency.

Priority 1: Mission Critical

Definition: All users and critical functions affected. Software is non-operational for multiple users using multiple computers. We will diagnose root cause of the failure and inform the client.

Examples include users unable to logon (system wide) due to software.

Response time: QueTel will respond within one working hour of notification and immediately begin diagnosis. If the condition is due to network or server failure, e.g. changed database passwords, or other non-software related causes, ownership of the problem will be transferred to client IT staff. Additional charges may be incurred for QueTel remedying or help remedy the problems.

Priority 2: Severe

Definition: A large number of users or functions affected. Impacts necessary operational performance, but does not affect data entry and is a system-wide issue impacting multiple users using multiple computers.

Examples include the inability to enter, upload, or edit data from any PC (excludes mobile devices). Data loss or corruption, although not anticipated, can arise from an unknown condition and will be treated as a Priority 2 request.

Response time: QueTel will respond within four working hours of notification and initiate diagnosis, testing and problem resolution to bring the system to operational functionality. Resolution requiring code changes will be assigned as a high priority and completed during normal business operational hours.

Priority 3: Limited

Definition: Limited degradation affecting a minimal number of users or functions. Business process can continue and the defect does not affect database integrity or where a work around is available.

Examples include the inability to query data for reporting, printer/scanner inoperability and system generated operational error messages, and problems involve QueTel-supplied hardware.

Response time: QueTel will respond within one business day of notification and initiate diagnosis, testing and problem resolution processes. Resolution requiring code changes will be assigned as a priority and completed during normal business operational hours.

Priority 4: Minor

Definition: Minimal degradation affecting few users or functionality. Business process can continue without interruption.

Examples include third party software conflicts, printer head misalignment and reporting of user operational error messages.

Response time: QueTel will respond within one business day of notification during normal business hours through attention to diagnosis, testing, and problem resolution.

Priority 5: Enhancements

Definition: Changes to the interface or operation, modify to meet special client needs.

Examples include adding buttons to the screen, custom or customized reports, or new features. These require code changes.

Response time: QueTel will provide a quote for such changes and a time line for making them.

NOTE: Resolution of the above varies according to the difficulty of diagnosis, nature of the source, and the time required to make the changes.

Agency

Agency County will identify a primary and secondary point of contact (POC) and transmit that information to QueTel. All requests for technical support shall be channeled through the POC's. Agency POC's shall be sufficiently skilled in database management to be able to perform general fault identification, possess general "Administrative" rights to enable third party software on local computers and have direct access or third party access to the server on which the QueTel application and database is installed.

Agency shall assure the security of the network and the server on which the application and database are stored. Agency will provide the proper server environment, including industry standard backup capabilities.

Prior to contacting QueTel, Agency shall assure the server and all hardware are operational.

Additional Services

QueTel can provide additional training on-site or via the web for existing and new users, develop custom modules for Agencies or assist in moving the application to new servers. These services will be provided on the basis of an estimate of the time involved and the cost thereof.

Additionally, time and material costs may be incurred, if problems are determined to be caused by malfunction of the client IT infrastructure (server, network, etc.) or by mistaken or intentional action by Agency staff. The time involved may consist of, but not be limited to, problem diagnosis, correction, and testing.

LIMITATION OF QUETEL LIABILITY

QueTel shall not be responsible or liable for any failure to perform thereunder if such failure is caused by acts of God, strikes or labor disputes, failures of transportation, fire or flood or other causalities, which are beyond circumstance for any incidental or consequential damages or any damages for negligence, with respect to any software held under this Agreement

IN WITNESS WHEREOF, the Parties have caused this agreement to be executed on the day and year first above written:

AGREED:

City of Bellevue
210 West Mission Avenue
Bellevue, NE 68005-5299

By: _____
Authorized Individual

Authorized Individual (Typed/Printed)

Date: _____

ACCEPTED:

QueTel Corporation
14100 Sullyfield Circle
Suite 700
Chantilly, VA 20151

By: Robert O. Wagner Jr.
QueTel Representative

Cherie Wagner
QueTel Representative (Typed/Printed)

Date: September 24, 2018

9a

Sabrina Ohnmacht

From: info@carolblood.com
Sent: Monday, October 22, 2018 3:13 PM
To: Web Info; Sabrina Ohnmacht
Subject: New contact request from bellevue.net

Name: Carol Blood
Email: info@carolblood.com
Phone: 4025171446

Message: To the Bellevue City Council and Mayor Sanders:

I ask that you include my email in the record for tonight's hearing/2nd reading in reference to the potential rezoning of property for Matt Ricchini. I support his request for a zoning change.

I have known Matt for well over a decade and have been very impressed with his support of the Bellevue community. Although Matt does not live in Bellevue, he chose to bring his business to our community. From the moment he opened his doors, he became active in a long list of activities, including giving financial support to a long list of area causes. Although I am not usually a fan of overriding the Planning Commission, I am a fan of trying to accommodate successful area businesses who want only to keep their name local and not move to another community that might prove to be more accommodating. Matt Ricchini is exactly the type of business man we want to keep in our community. It is my hope that you will consider approving or finding an alternative option to do that very thing. We don't need more businesses leaving Bellevue for reasons we should be able to resolve. Thank you in advance for any consideration.

CITY OF BELLEVUE, NEBRASKA
AGENDA ITEM COVER SHEET

9a
10.22.18

COUNCIL MEETING DATE:	October 8, 2018	AGENDA ITEM TYPE:	
SUBMITTED BY: Chris Shewchuk, Planning Director <i>CAS</i>		SPECIAL PRESENTATION	<input type="checkbox"/>
		LIQUOR LICENSE	<input type="checkbox"/>
		ORDINANCE	<input checked="" type="checkbox"/>
		PUBLIC HEARING	<input type="checkbox"/>
		RESOLUTION	<input type="checkbox"/>
		CURRENT BUSINESS	<input type="checkbox"/>
		OTHER (SEE CLERK)	<input type="checkbox"/>

SUBJECT:
Request to rezone Tax Lot 1, except right-of-way, Section 7, Township 13 North, Range 13 East of the 6th P.M., Sarpy County, from AG to BN for the purpose of a business office. Applicant: Matt Ricchini. Location: 4803 Capehart Road.

SYNOPSIS:
Matt Ricchini is requesting a change of zone from AG to BN in order to use the existing house on this site as an office for his insurance business.

FISCAL IMPACT:
None

BUDGETED ITEM: ☐ YES ☐ NO
PROJECT # & TRACKING INFORMATION:
N/A

RECOMMENDATION:
The Planning Department and the Planning Commission have recommended denial of this change of zone request.

BACKGROUND:
Matt Ricchini is requesting a change of zone from AG to BN Neighborhood Business for the lot located at 4803 Capehart Road. There is currently a single family residence on the lot; Mr. Ricchini wants to utilize the existing structure as an insurance office. This request is not in conformance with the Future Land Use Map of the Comprehensive Plan and there is no other commercial zoning in this area of Capehart Road; staff believes approval of this request would be an illegal "spot zone". Staff is also concerned about future access to this site in the event improvements are made to the intersection of 48th Street and Capehart Road. Such improvements could reduce or eliminate access to the site from 48th Street. There is an access easement to this lot from the west through the Falcon Pointe subdivision, but it is not desirable to have a commercial access through a residential development. Additionally, once the zoning is changed it will stay with the land (unless changed again by Council) and when Mr. Ricchini vacates the property it could be used for any number of commercial uses allowed in the BN zoning district.

ATTACHMENTS:

1	PC recommendation	4	
2	Planning Department staff report	5	
3	Proposed Ordinance	6	

SIGNATURES:
ADMINISTRATOR APPROVAL: *[Signature]*
FINANCE APPROVAL: *n/a*
LEGAL APPROVAL: *[Signature]*

City of Bellevue

PLANNING COMMISSION RECOMMENDATION

APPLICANT: Matt Ricchini

LOCATION: 4803 Capehart Road

CASE #: Z-1808-04

CITY COUNCIL HEARING DATE: October 22, 2018

REQUEST: to rezone Tax Lot 1, except right-of-way, located in the Northeast ¼ of Section 7, T13N, R13E of the 6th P.M., Sarpy County, Nebraska from AG to BN for the purpose of a business office.

On September 20, 2018, the City of Bellevue Planning Commission voted six yes, zero no, zero abstained, and two absent to recommend:

DENIAL based upon lack of conformance with the Comprehensive Plan, and lack of long range compatibility with the surrounding residential developments.

VOTE:

Yes:	Six:	No:	Zero:	Abstain:	Zero:	Absent:	Two:
	Perrin						Baumgartner
	Cain						Smith
	Jacobson						
	Ackley						
	Casey						

Planning Commission Hearing (s) was held on: September 20, 2018

CITY OF BELLEVUE PLANNING DEPARTMENT

RECOMMENDATION REPORT # 2

CASE NUMBERS: Z-1808-04

FOR HEARING OF:

REPORT #1: September 20, 2018

REPROT #2: October 22, 2018

I. GENERAL INFORMATION

A. APPLICANT:

Matt Ricchini
2211 Capehart Road
Suite 106
Bellevue, NE 68123

B. PROPERTY OWNER:

Kevin and Cheryl Mills
4803 Capehart Road
Papillion, NE 68133

C. LOCATION:

4803 Capehart Road

D. LEGAL DESCRIPTION:

Tax Lot 1, Except Right-of-Way, located in the Northeast ¼ of Section 7, T13N,
R13E of the 6th P.M., Sarpy County, Nebraska.

E. REQUESTED ACTION:

Rezone Tax Lot 1, Except Right-of-Way, from AG to BN.

F. EXISTING ZONING AND LAND USE:

AG, Single Family Residential

G. PURPOSE OF REQUEST:

The purpose of this request is to obtain approval of a rezoning for a business office.

H. SIZE OF SITE:

The site is approximately .91 acres.

II. BACKGROUND INFORMATION

A. EXISTING CONDITION OF SITE:

The site is presently developed with a single family residence constructed in 1991 and a 1,200 square foot pole building.

B. GENERAL NEIGHBORHOOD/AREA LAND USES AND ZONING:

1. **North:** Vacant/Agricultural, AG
2. **East:** Vacant (newly platted Belle Lago subdivision), RG-28
3. **South:** Vacant (newly platted Falcon Pointe subdivision), RS-72
4. **West:** Vacant (newly platted Falcon Pointe subdivision), RS-72

C. REVELANT CASE HISTORY:

1. On September 20, 2018, the Planning Commission recommended denial of a request to rezone Tax Lot 1, except right-of-way, located in the Northeast ¼ of Section 7, T13N, R13E of the 6th P.M., Sarpy County, Nebraska from AG to BN for the purpose of a business office.

D. APPLICABLE REGULATIONS:

Section 5.20, Zoning Ordinance, regarding BN uses and requirements.

III. ANALYSIS

A. COMPREHENSIVE PLAN:

The Future Land Use Map of the Comprehensive Plan designates this area as medium density residential.

B. OTHER PLANS:

None

C. TRAFFIC AND ACCESS:

1. There is no traffic data available for this area.
2. The property has access from a private drive off of South 48th Street.

D. UTILITIES:

With the residential development happening adjacent to this property, all utilities will be available to serve the area.

E. ANALYSIS:

1. Matt Ricchini has submitted a request to rezone Tax Lot 1, except right-of-way, located in the Northeast ¼ of Section 7, T13N, R13E of the 6th P.M., Sarpy County, Nebraska, from AG to BN for the purpose of a business office.
2. This property is presently a non-conforming Agricultural zoned lot. The property is less than one acre, while the minimum lot size for AG lots is 20 acres.
3. The applicant has indicated he would like to operate his State Farm Insurance business on the property. He intends to use the existing single family residence for this purpose if the requested change of zone is approved.
4. The intent of the BN district is to provide for limited commercial uses serving the common and frequent needs of the residents of the immediate vicinity.
5. The area immediately south of the Capehart Road and 48th Street intersection is being developed residentially. In the past year, approximately 140 acres adjacent to this property have been platted as residential properties and are in the process of being developed. There have been 280 single family residential lots platted, as well as one multi-family residential lot.
6. This property has access from S. 48th Street. Due to controlled access along Capehart Road, this property will not have access to Capehart Road in the future. It is also safe to assume at some point in the future, improvements will need to be made to 48th Street as well which will limit the full access this property currently has. An access easement was provided for on the adjacent Outlot A, Falcon Pointe, for the purpose of this property taking access through the Falcon Pointe subdivision in the future.
7. The Future Land Use Map of the Comprehensive Plan identifies this area as medium density residential. With the residential development presently occurring adjacent to this property, there will not be other commercial properties along the south side of Capehart Road at 48th Street. Subsequently, staff views the rezoning of this small parcel as spot zoning and not suitable for the area.

Short term, the proposed use could work with the surrounding residential development; however, long range planning suggests spot zoning this parcel as commercial is not appropriate. The zoning will run with the land, and remain after the applicant moves on from the property. Once the insurance office has closed,

this small lot will not likely be desirable for commercial businesses. This will be due to the residential nature of the area, as well as the likely future restricted access.

There are several large properties near 36th Street and Capehart Road which are zoned commercially and remain undeveloped. As such, staff believes this will be the future commercial center which services the area.

8. This application was sent out for review by the following departments and individuals: Public Works, Permits and Inspections, Chief of Police, Offutt Air Force Base, Fire Inspector, Sarpy County Planning Director, Sarpy County Public Works Department, and the Springfield Platteview Public School District. The cover letter indicated a deadline to send comments back to the Planning Department, and also stated if the requested department did not have comments pertaining to the application, no response was needed.

Mike Christensen, Chief Building Official, commented a change of occupancy from residential to commercial will require the entire building to be brought into code compliance with the new occupancy. This would include ADA compliance.

No other comments were received in this case.

F. TECHNICAL DEFICIENCIES:

None

IV. DEPARTMENT RECOMMENDATION

DENIAL based upon lack of conformance with the Comprehensive Plan, and lack of long range compatibility with the surrounding residential developments.

V. PLANNING COMMISSION RECOMMENDATION

DENIAL based upon lack of conformance with the Comprehensive Plan, and lack of long range compatibility with the surrounding residential developments.

VI. ATTACHMENTS TO REPORT

- 1. Zoning Map
- 2. 2018 GIS aerial photo of the property
- 3. Justification letter received August 15, 2018

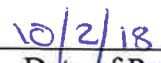
VII. COPIES OF REPORT TO:

1. Matt Ricchini
2. Kevin and Cheryl Mills
3. Public Upon Request

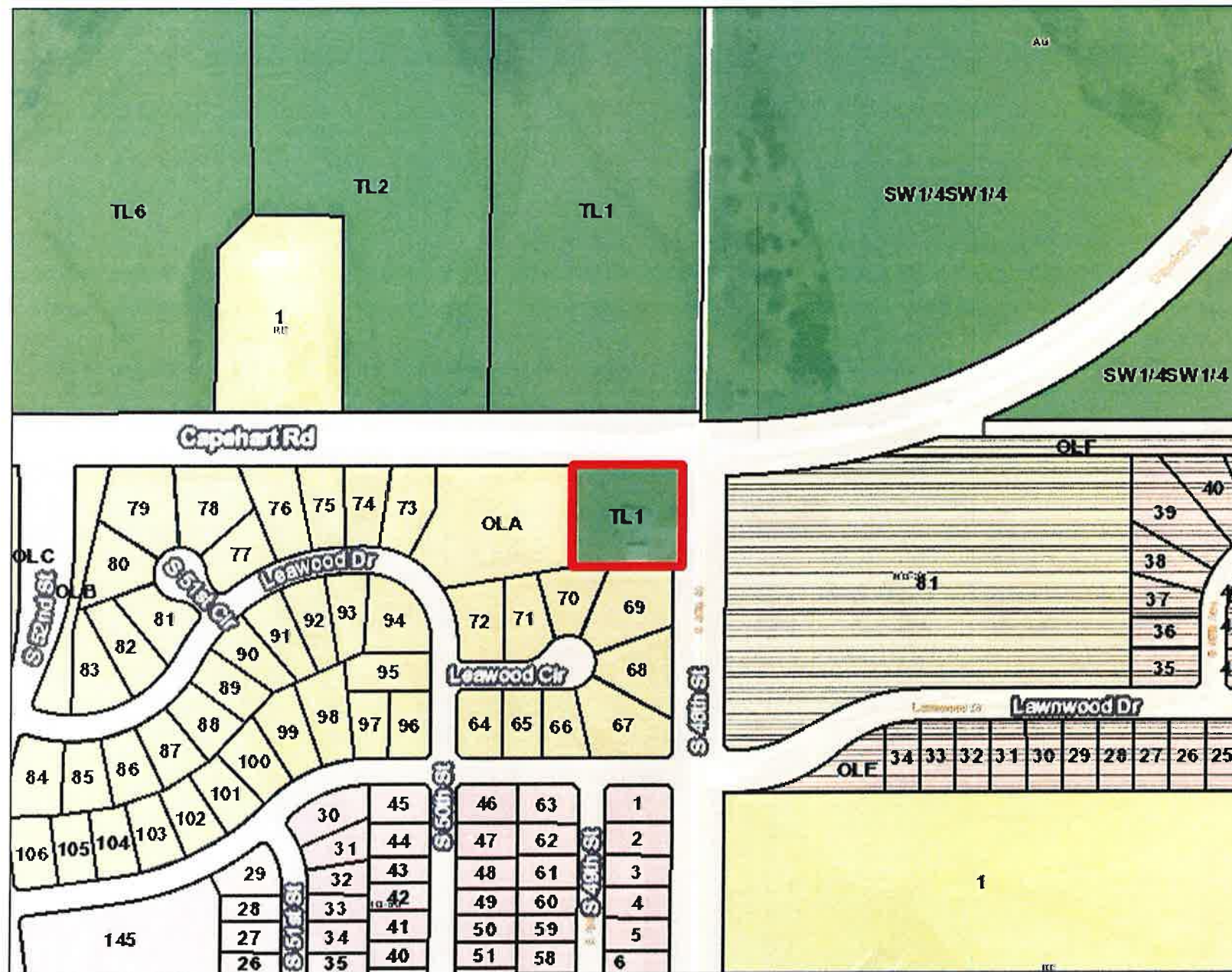


Prepared by:

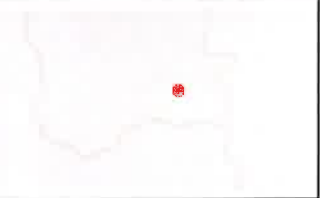

Planning Director


Date of Report

Zoning Map 4803 Capehart Road



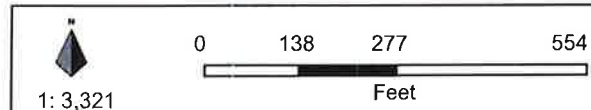
Location



Legend

Road Centerlines
2018 Aerial Photo

Red: Band_1
Green: Band_2
Blue: Band_3



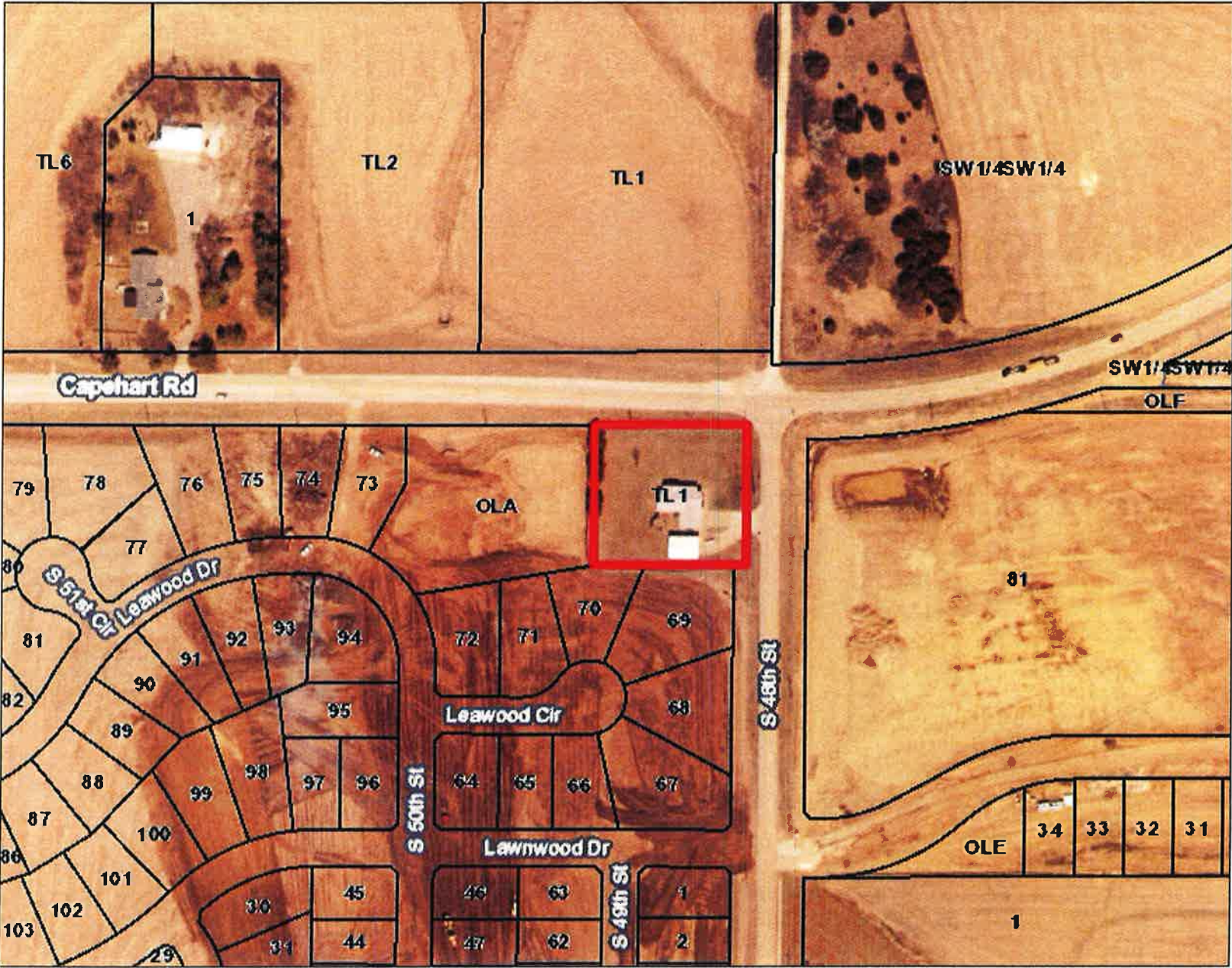
This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the source records and information sources to ascertain the usability of the information.

Sarpy County GIS

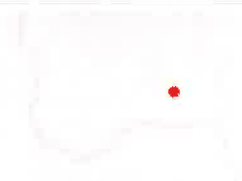
1210 Golden Gate Dr.
Suite 1130
Papillion, NE 68046
maps.sarpy.com



4803 Capehart Road

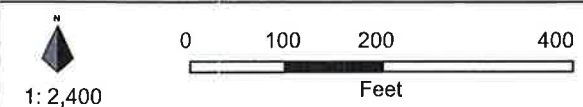


Location



Legend

- Road Centerlines
2018 Aerial Photo
- Red: Band_1
 - Green: Band_2
 - Blue: Band_3



This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the source records and information sources to ascertain the usability of the information.

Sarpy County GIS
1210 Golden Gate Dr.
Suite 1130
Papillion, NE 68046
maps.sarpy.com

Matt Ricchini, Agent RICP
2211 Capehart Rd. Suite 106
Bellevue, NE 68123
Bus. 402-292-1900
Fax 402-292-1901
matt.ricchini.qwn2@statefarm.com



August 15, 2018

To: Bellevue Planning Dept.

Re: Written justification of the zoning change

Dear members of the Bellevue Planning Department,

I am asking to have this location rezoned to business use so I can make productive use of the land in the operation of my State Farm Insurance Business. The use of a residential property for a State Farm office has been done in many other cities across the county and has even been done in the past by one of my predecessors, Bob Dragos.

This is a good change of use, as the use for State Farm business does not present a significant change of traffic, modifications to the building, or use that normally comes with an increase in trash, odors, or deliveries trucks bringing goods or inventories. As a member of this business community for the last 13 years, I intend to run my business for the next twenty years and I'd like to keep the business in Bellevue. This location allows me to address my long term goals without disrupting what will be a residential neighborhood.

I would be happy to field any questions or concerns. I can be reached on my personal cell phone at 402-660-2430.

Matt Ricchini
State Farm Agent/Owner

RECEIVED
AUG 15 2018
PLANNING DEPT.

ORDINANCE NO. 3916

AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF BELLEVUE, NEBRASKA, AS PROVIDED FOR BY ARTICLE 3 OF ORDINANCE NO. 3619 BY CHANGING THE ZONE CLASSIFICATION OF LAND LOCATED AT OR ABOUT 4803 CAPEHART ROAD, MORE PARTICULARLY DESCRIBED IN SECTION 1 OF THE ORDINANCE AND TO PROVIDE AN EFFECTIVE DATE.

WHEREAS, having received a recommendation from the city of Bellevue Planning Commission and proper notice having been given and public hearing held as provided by law:

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

Section 1. That part of the official zoning map of the City of Bellevue, Nebraska, as provided in Article 3, of Ordinance No. 3619 is hereby amended to change the zone classification of the following described parcel of land:

Tax Lot1, Exc ROW, located in the Northeast ¼ of Section 7, T13N, R13E of the 6th P.M., Sarpy County, Nebraska

From AG (Agricultural District) to BN (Neighborhood Business District)

(Matt Ricchini)

Section 2. Except as amended herein, the official zoning map and the classification shown therein shall remain as heretofore existing.

Section 3. This ordinance shall take affect and be in force from and after its adoption and publication according to law.

ADOPTED by the Mayor and City Council this _____ day of _____, 2018.

APPROVED AS TO FORM:


City Attorney

ATTEST

City Clerk

Mayor

First Reading: _____
Second Reading: _____
Third Reading: _____

Sabrina Ohnmacht

From: Matt Ricchini <matt.ricchini.qwn2@statefarm.com>
Sent: Thursday, October 18, 2018 10:22 AM
To: Sabrina Ohnmacht
Cc: Matt Ricchini
Subject: Will you please add this to Monday night City Council Packet?

Below is information from the Sarpy County Roads department regarding information about access to 4803 Capehart Road. This is information I believe the City Council Members need to know.

From: "Pat Dowse" <pdowse@sarpy.com<<mailto:pdowse@sarpy.com>>>
Date: Tue, Oct 2, 2018 at 7:16 PM -0500
Subject: Re: 4803 Capehart Road rezoning: Information requested
To: "Brian Zuger" <bzuger@sarpy.com<<mailto:bzuger@sarpy.com>>>

Brian,

After taking a cursory review of the property in question, it would be difficult to say at this time if and/or when the County would need or require the 48th access to change in location and/or be reduced to less than full access, as it currently unclear if 48th Street will ever be upgraded in classification from a Collector road to an Arterial road, or what the ultimate configuration of either Capehart Road or 48th Street will be in the vicinity of the of the property in question.

As it would appear the only public access to this property is currently off of 48th Street, if the access needs to be modified or moved to better accommodate traffic movements or potential stacking out onto 48th Street and/or Capehart Road, the access may need to be moved south, and/or the access may then need to be reduced to right-in/right-out via a channelized median along 48th Street. A traffic study of the proposed redevelopment should be conducted as to ensure stacking out into 48th Street and potentially Capehart Road is either mitigated or eliminated, or that potential uses of the property are limited to only low traffic generators.

Again, not knowing all the details of Bellevue's Master Plan and/or Transportation Plan, nor what specific traffic impacts would be expected due to redevelopment of the property in question, it would be fairly difficult to nail down the extents of any needed access and/or corridor modifications at this time.

Please feel free to let me know if you have any questions. Have a good evening.

Thanks,
Patrick M. Dowse, P.E.
Chief Deputy Engineer
Sarpy County Public Works
15100 South 84th Street
Papillion, NE 68046-4627

402-537-6900 Office
402-537-6917 Direct
402-885-1590 Mobile
402-537-6955 Fax
pdowse@sarpy.com<<mailto:pdowse@sarpy.com>>

From: Brian Zuger
Sent: Thursday, September 27, 2018 2:00 PM
To: Bruce Fountain <bfountain@sarpy.com>; Donna Lynam <dlynam@sarpy.com>
Subject: FW: 4803 Capehart Road rezoning: Information requested

Bruce & Donna

Matt reached out to me with some questions...

Can the three of us discuss this next week when you are back.

Thanks

Brian Zuger

Sent from Mail<<https://go.microsoft.com/fwlink/?LinkId=550986>> for Windows 10

From: Matt Ricchini<<mailto:matt.ricchini.qwn2@statefarm.com>>

Sent: Tuesday, September 18, 2018 3:53 PM

To: Brian Zuger<<mailto:bzuger@sarpy.com>>

Subject: 4803 Capehart Road rezoning: Information requested

Brian,

I'm currently in the application process to rezone 4803 Capehart so I can run my State Farm office from that location.

In the recommendation report, it says that the County Planning Department was sent my application but no comments were received.

Since the roads are currently county roads I would like to know how the county roads dept. would handle an improvement project at that intersection.

If they would cut off access from 48th street and require the use of an access road along out lot A, I will not continue with the purchase of this property.

I'd like to know the likelihood of this potential situation. Since the county has jurisdiction over the roads decision and I'm dealing with Bellevue's Planning Department, I'd love to have the county speak as to their plans/intentions if it came down to a road project there. Your assistance in helping me get more information is appreciated. I'd really like to own this place, but not if it's going to require access from the neighborhood behind it in 10 years or so.

Matthew Ricchini, Agent RICP®
Retirement Income Certified Professional®
Providing Insurance and Financial Services

2211 Capehart Road Suite 106
Bellevue, Ne 68123
Bus 402.292.1900 Fax 402.292.1901

Matt@TeamRicchini.com

NMLS MLO# 307938 | Nebraska MLO# 307938 | State Farm Bank NMLS# 139716

CITY OF BELLEVUE, NEBRASKA
AGENDA ITEM COVER SHEET

96
10.22.18

COUNCIL MEETING DATE:	October 8, 2018	AGENDA ITEM TYPE:	
SUBMITTED BY: Chris Shewchuk, Planning Director <i>MS</i>		SPECIAL PRESENTATION	<input type="checkbox"/>
		LIQUOR LICENSE	<input type="checkbox"/>
		ORDINANCE	<input checked="" type="checkbox"/>
		PUBLIC HEARING	<input type="checkbox"/>
		RESOLUTION	<input type="checkbox"/>
		CURRENT BUSINESS	<input type="checkbox"/>
		OTHER (SEE CLERK)	<input type="checkbox"/>

SUBJECT:

Request to rezone Lot 74, Kennedy Town Center, from BN to BG for the purpose of a convenience store with fuel and liquor sales.
Applicant: Casey's Retail Company. Location: 7724 South 22nd Street.

SYNOPSIS:

Casey's Retail Company is requesting a change of zone from BN to BG to allow for the construction of a convenience store with fuel and liquor sales at 7724 South 22nd Street. The BN zoning allows the convenience store, but does not permit fuel sales. Additionally, the agenda will include a partial release of restricted access to this site. Access to Chandler Road was prohibited from this lot with the final plat of Kennedy Town Center.

FISCAL IMPACT:

None

BUDGETED ITEM: ☐ YES ☐ NO

PROJECT # & TRACKING INFORMATION:

N/A

RECOMMENDATION:

The Planning Department and the Planning Commission have recommended approval of this change of zone request. The location of the proposed access drive has also been reviewed and recommended for approval.

BACKGROUND:

Casey's Retail Company is requesting a change of zone from BN Neighborhood Business to BG General Business for Lot 74 Kennedy Town Center, located at 7724 South 22nd Street. The purpose of the zoning change is to allow for the development of a convenience store with fuel sales; the present zoning would allow the convenience store but not fuel sales. This request is in conformance with the Comprehensive Plan. In addition to the zoning change, the Council is being asked to approve a "Partial Release of Restricted Access" for this lot. The Kennedy Town Center plat, approved in 2006, did not permit access to Chandler Road from this lot. The site plan attached to the staff report shows the location of the proposed access drive--this location has been reviewed and approved by the Public Works Department.

ATTACHMENTS:

- 1 PC recommendation
- 2 Planning Department staff report
- 3 Proposed Ordinance

4	
5	
6	

SIGNATURES:

ADMINISTRATOR APPROVAL:

John J. Farrell

n/a

FINANCE APPROVAL:

Trishy K. Kelly

LEGAL APPROVAL:

City of Bellevue

PLANNING COMMISSION RECOMMENDATION

APPLICANT: Casey's Retail Company

LOCATION: 7724 South 22nd Street

CASE #: Z-1808-05

CITY COUNCIL HEARING DATE: October 22, 2018

REQUEST: to rezone Lot 74, Kennedy Town Center, located in the Southwest ¼ of Section 15, T14N, R13E of the 6th P.M., Sarpy County, Nebraska from BN to BG for the purpose of a convenience store with fuel and liquor sales; approval of the proposed access.

On September 20, 2018, the City of Bellevue Planning Commission voted six yes, zero no, zero abstained, and two absent to recommend:

APPROVAL based upon the change of zone and access points based upon lack of perceived negative impact upon the surrounding area, conformance with the Comprehensive Plan, and recommendation from the Public Works Department.

VOTE:

Yes:	Six:	No:	Zero:	Abstain:	Zero:	Absent:	Two:
	Perrin						Baumgartner
	Cain						Smith
	Jacobson						
	Ackley						
	Casey						

Planning Commission Hearing (s) was held on: September 20, 2018

CITY OF BELLEVUE PLANNING DEPARTMENT

RECOMMENDATION REPORT # 2

CASE NUMBERS: Z-1808-05

FOR HEARING OF:

REPORT #1:

September 20, 2018

REPORT #2:

October 22, 2018

I. GENERAL INFORMATION

A. APPLICANT:

Casey's Retail Company
Attn: Katie DeRouchey
One SE Convenience Blvd.
Ankeny, IA 50021

B. PROPERTY OWNER:

West Dodge Place LLC
17950 Burt Street
Omaha, NE 68118

C. GENERAL LOCATION:

7724 South 22nd Street

D. LEGAL DESCRIPTION:

Lot 74, Kennedy Town Center, located in the Southwest ¼ of Section 15, T14N,
R13E of the 6th P.M., Sarpy County, Nebraska.

E. REQUESTED ACTION:

Rezone Lot 74, Kennedy Town Center from BN to BG.

F. EXISTING ZONING AND LAND USE:

BN, Vacant

G. PURPOSE OF REQUEST:

The purpose of this request is to obtain approval of a rezoning to enable the construction of a convenience store with fuel sales.

H. SIZE OF SITE:

The site is approximately 1.91 acres.

II. BACKGROUND INFORMATION

A. EXISTING CONDITION OF SITE:

The site is presently vacant and covered in vegetation.

B. GENERAL NEIGHBORHOOD/AREA LAND USES AND ZONING:

- 1. North:** Commercial, BG and BGH (across Chandler Road)
- 2. East:** Vacant, BG (across S. 22nd Street)
- 3. South:** Senior Multi Family Residential, RG-20-PS
- 4. West:** Vacant, RG-20-PS

C. REVELANT CASE HISTORY:

1. On April 27, 2006, the Planning Commission recommended approval of a request to rezone Lots 1 through 84, Kennedy Town Center, being a replat of Lots 1 through 16, and Outlots 1 and 2, Kennedy Center Replat, located in the Southwest $\frac{1}{4}$ of Section 15, T14N, R13E, of the 6th P.M., Sarpy County, Nebraska from BG-C to BG-C, BN, and RG-20-PD for the purpose of commercial and residential development; site plan approval for Lots 1 through 84, Kennedy Town Center; preliminary plat Lots 1 through 84, Kennedy Town Center; and waiver of Section 6-4, and Section 6-7 (4) and (7), Subdivision Regulations. The City Council approved the aforementioned requests on May 22, 2006.
2. On June 22, 2006, the Planning Commission recommended approval of a request to final plat Lots 1 through 84, Kennedy Town Center, being a replat of Lots 1 through 16, and Outlots 1 and 2, Kennedy Town Center Replat, located in the Southwest $\frac{1}{4}$ of Section 15, T14N, R13E of the 6th P.M., Sarpy County, Nebraska; and approval of the Kennedy Town Center Subdivision Agreement. The City Council approved the aforementioned request on August 14, 2006.
3. On September 20, 2018, the Planning Commission recommended approval of a request to rezone Lot 74, Kennedy Town Center, located in the Southwest $\frac{1}{4}$ of Section 15, T14N, R13E of the 6th P.M., Sarpy County, Nebraska from BN to BG for the purpose of a convenience store with fuel and liquor sales; and approval of the proposed access.

D. APPLICABLE REGULATIONS:

Section 5.22, Zoning Ordinance, regarding BG uses and requirements.

III. ANALYSIS

A. COMPREHENSIVE PLAN:

The Future Land Use Map of the Comprehensive Plan designates this property as commercial.

B. OTHER PLANS:

None

C. TRAFFIC AND ACCESS:

1. The 2016 MAPA Traffic Flow Map estimates approximately 16,800 vehicles per day near the intersection of 25th Street and Chandler Road
2. The property will have access from both Chandler Road and via a private drive off of South 22nd Street. The access point along Chandler Road will be a restricted access, allowing right-in right-out movements only.

D. UTILITIES:

All utilities are available to this property.

E. ANALYSIS:

1. Casey's Retail Company has submitted a request to rezone Lot 74, Kennedy Town Center for the purpose of constructing a convenience store with fuel sales.
2. This property is presently zoned BN. The intent of the BN zoning district is to provide for limited commercial uses serving the common and frequent needs of the residents of the immediate vicinity, while the intent of the BG zoning district is to provide for a wide range of retail and service establishments. The BN zoning district allows for a convenience store without fuel sales, while the BG district allows for fuel sales in addition to the storefront.
3. Although site plan approval is not required as part of this request, the applicant has provided a preliminary site plan which is attached to this report. A building permit has been submitted and is under review by the city. The building permit will be issued only subsequent to approval of the change of zone request.
4. The Kennedy Town Center plat does not currently allow Lot 74, Kennedy Town Center, to take access from Chandler Road. The Public Works Department is agreeable to a restricted right-in right-out access point. As such, an access agreement has been drafted by the City Attorney and will be presented to the City Council for approval. The attached site plan depicts the access points to Chandler

Road and via a private drive off of South 22nd Street which have been agreed upon with the Public Works Department.

5. This application was sent out for review by the following departments and individuals: Public Works, Permits and Inspections, Chief of Police, Offutt Air Force Base, Fire Inspector, Sarpy County Planning Director, Sarpy County Public Works Department, and the Omaha Public School District. The cover letter indicated a deadline to send comments back to the Planning Department, and also stated if the requested department did not have comments pertaining to the application, no response was needed.

Traci Stites, Offutt Air Force Base, expressed concerns with the close proximity of the proposed store to Chandler View Elementary School and the fact the store will sell alcohol and fuel. She stated if there happened to be a fuel leak or explosion, the school could be in harm's way. [Note: The school is approximately 800 feet away from the fuel storage tanks, considerable further away than either Central Elementary School or Mission Middle School are from the Kwik Shop on Mission Avenue.]

Casey's will need to follow all applicable state and local laws in order to obtain a liquor license.

F. TECHNICAL DEFICIENCIES:

None

IV. DEPARTMENT RECOMMENDATION

APPROVAL of the change of zone and access points based upon lack of perceived negative impact upon the surrounding area, conformance with the Comprehensive Plan, and recommendation from the Public Works Department.

V. PLANNING COMMISSION RECOMMENDATION

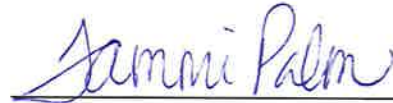
APPROVAL of the change of zone and access points based upon lack of perceived negative impact upon the surrounding area, conformance with the Comprehensive Plan, and recommendation from the Public Works Department.

VI. ATTACHMENTS TO REPORT

1. Zoning Map
2. 2018 GIS aerial photo of the property
3. Justification letter received August 17, 2018
4. Site plan received October 1, 2018

VII. COPIES OF REPORT TO:

1. Casey's Retail Company
2. West Dodge Place LLC
3. Public Upon Request



Prepared by:

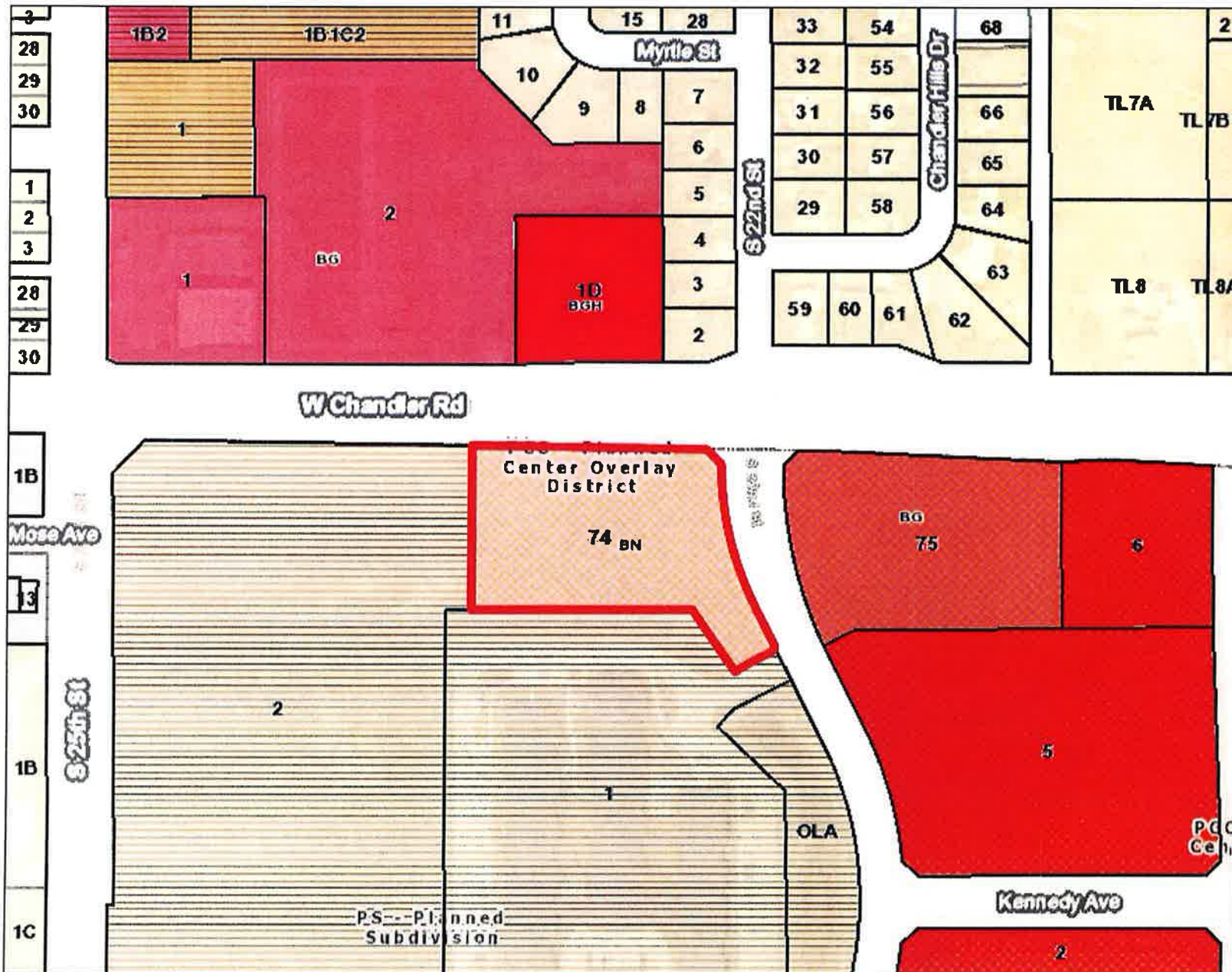


Planning Director

15/2/15

Date of Report

Lot 74 Kennedy Town Center



Location

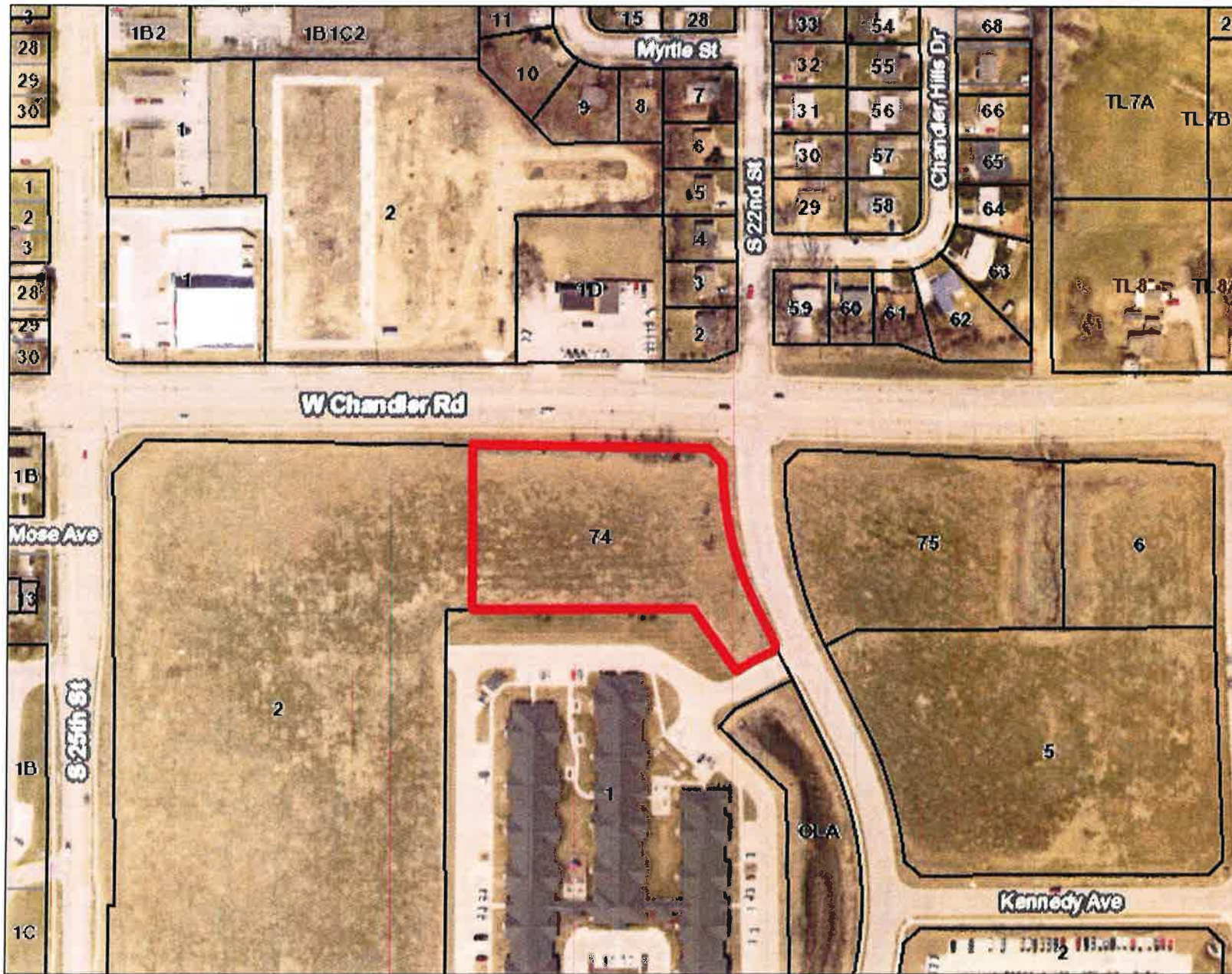


Legend

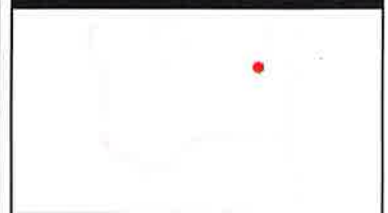
Road Centerlines
2018 Aerial Photo

- Red: Band_1
- Green: Band_2
- Blue: Band_3

Lot 74 Kennedy Town Center



Location



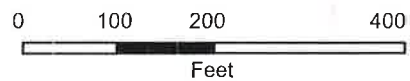
Legend

Road Centerlines
2018 Aerial Photo

- Red: Band_1
- Green: Band_2
- Blue: Band_3



1: 2,400



This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the source records and information sources to ascertain the usability of the information.

Sarpy County GIS



1210 Golden Gate Dr.
Suite 1130
Papillion, NE 68046
maps.sarpy.com



Design with Purpose. Build with Confidence.

August 17, 2018

City of Bellevue
Planning Department
1510 Wall Street
Bellevue, NE 68005

Re: Casey's Retail Company
Lot 74, Kennedy Town Center
Written Justification of the Zoning Change
Schemmer Project No. 06754.041

To Whom It May Concern:

This letter is to inform you of the intentions of the developer of Lot 74, Kennedy Town Center regarding the attached application for a zoning change.

The property owner is proposing to rezone the lot from BN, Neighborhood Business to BG, General Business. The proposed development for the site consists of a 4,700 square foot convenience store with fuel sales and the sale of liquor and is a permitted use in the BG zoning district. The development would also include driveways, parking lots, grading, and utilities to serve the proposed building. Please see the attached site plan for a graphical representation of the proposed improvements.

Construction of these improvements is proposed to begin in the spring of 2019, with a proposed completion date in the summer of 2019.

Given the attached application and documentation, the applicant respectfully requests a zoning change for this property.

Please submit all questions and comments to my attention at rduvall@schemmer.com or by phone at 402-431-6369.

Sincerely,

THE SCHEMMER ASSOCIATES INC.

Robert DuVall, PE
Professional Civil Engineer

RECEIVED

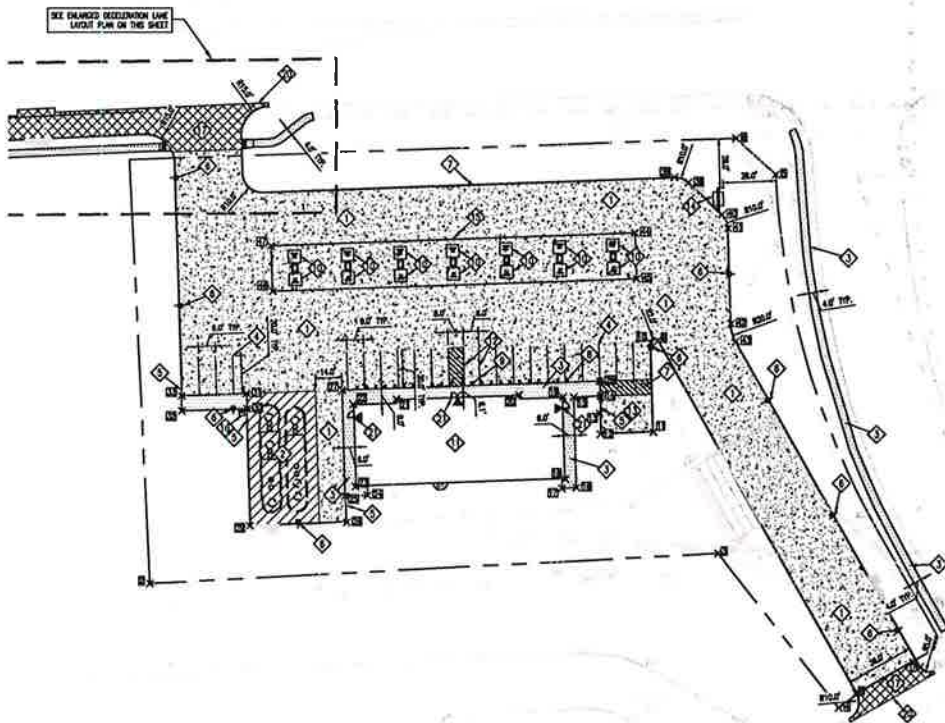
AUG 17 2018

PLANNING DEPT.

Phone 402.493.4800
Fax 402.493.7951

1044 North 115th Street, Suite 300
Omaha, Nebraska 68154-4436

SCHEMMER.COM



REFERENCED CONSTRUCTION NOTES:

1. CONSTRUCT 6" P.C.C. PAVEMENT WITH MEDIAN CURB & GUTTER, SEE 1/C-801.
2. CONSTRUCT 6" REINFORCED P.C.C. PAVEMENT WITH MEDIAN CURB & GUTTER, SEE 2, 3 & 9/C-801.
3. CONSTRUCT 6" P.C.C. SIDEWALK PER SECTION 503 IN THE CITY OF OMAHA STANDARD SPECIFICATIONS FOR PUBLIC WORKS 2014 EDITION.
4. PAINT 4" WIDE PAVEMENT STRIPING, TYPICAL, SEE 11/C-801.
5. TAPER CURB FROM 6" TO 0" IN 8' L.F.
6. SITE LIGHTING, SEE 7/C-801 AND ELECTRICAL PLANS FOR DETAILS.
7. CONSTRUCT EMERGENCY SHUT-OFF SWITCH WITHIN A 100 FOOT RADIUS OF ALL FUEL DISPENSERS, SEE 5/C-801.
8. CONSTRUCT BOLLARD, TYP., SEE 1/C-801 AND ARCHITECTURAL AND STRUCTURAL PLANS FOR SPACING AND DETAILS.
9. INSTALL ADA HANDICAP SIGN WITH 90A ACCESSIBLE SIGN AND BOLLARD, SEE 12/C-801.
10. CONSTRUCT FUEL ISLANDS, SEE 13 & 14/C-802, TYPICAL, SEE ARCHITECTURAL PLANS.
11. SEE ARCHITECTURAL PLANS FOR PROPOSED BUILDING DIMENSIONS.
12. PAINT ACCESSIBLE PARKING STALLS, SEE 5/C-801.
13. CONSTRUCT TRASH ENCLOSURE, SEE ARCHITECTURAL PLANS.
14. CONSTRUCT PILEUP SIGN, SEE ARCHITECTURAL PLANS.
15. CONSTRUCT PROPOSED CANOPY, SEE CANOPY PLANS.
16. CONSTRUCT AIR COMPRESSOR, SEE 4/C-801 AND MECHANICAL PLANS.
17. CONSTRUCT 6" P.C.C. WITH MEDIAN CURB & GUTTER PER SECTION 500-70, SHEET 2, OF THE CITY OF OMAHA PUBLIC WORKS STANDARD PLATES 2014.
18. CONSTRUCT "SHOULDER PAUP" PER SECTION 500-82, SHEET 2, OF THE CITY OF OMAHA PUBLIC WORKS STANDARD PLATES 2014.
19. PAINT 4" WIDE WHITE SOLID LANE STRIPE.
20. DRILL AND DOWEL TO EXISTING PAVEMENT WITH NO. 5 X 2'-6" DOWEL BARS @ 3'-0" 2" CENTERS.
21. SEE STRUCTURAL AND ARCHITECTURAL PLANS FOR STOOD LOCATION AND DETAILS.

LEGEND

- EXTENSION OVER LOCATION
- 6" P.C.C. PAVEMENT WITH MEDIAN CURB & GUTTER
- 6" P.C.C. SIDEWALK
- 6" REINFORCED P.C.C. PAVEMENT WITH MEDIAN CURB & GUTTER
- 6" P.C.C. PAVEMENT WITH MEDIAN CURB & GUTTER

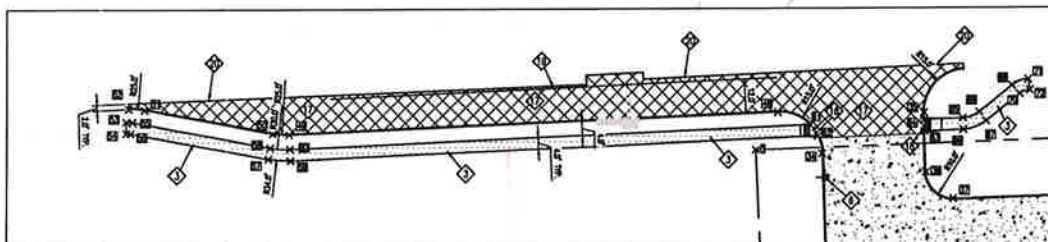


LAYOUT COORDINATES

POINT #	NORTHING	EASTING
1	518182.56	2756438.56
2	517940.13	2756548.80
3	517954.86	2756548.26
4	517875.40	2757013.17
5	518153.77	275678.33
6	518173.08	275688.36
7	517864.80	2757020.61
8	517861.20	2757022.22
9	518088.86	275616.66
10	518080.81	275613.24
11	518163.33	275614.76
12	518072.81	275686.81
13	518026.80	275686.84
14	518037.82	275688.80
15	518037.16	275672.78
16	517988.80	275672.34
17	517988.43	275686.86
18	517864.16	275688.33
19	518037.31	275687.11
20	518036.46	275684.04
21	518036.33	275676.18
22	518033.66	275676.20
23	517960.51	275672.87
24	517988.26	275676.13
25	517988.86	275702.16
26	517871.81	275675.12
27	518041.33	275676.33
28	518040.81	275688.36
29	517876.13	275676.14
30	518031.46	275673.82
31	518038.46	275673.36
32	518038.26	275686.77
33	518038.36	275688.00
34	518181.14	275681.80
35	518175.24	275687.21
36	518154.46	275688.30

LAYOUT COORDINATES

POINT #	NORTHING	EASTING
37	518145.30	2756706.01
38	518152.46	2756825.81
39	518148.62	2756833.13
40	518132.83	2756800.87
41	518125.81	2756804.28
42	518075.58	275688.94
43	518066.37	275688.03
44	518113.26	2756904.64
45	518088.38	2756902.63
46	518082.06	2756713.73
47	518116.86	2756713.94
48	518175.63	2756846.30
49	518168.22	2756814.31
50	518168.83	275688.54
51	518176.89	2756833.86
52	518177.37	2756816.03
53	518172.83	2756817.10
54	518186.87	2756817.28
55	518172.77	2756818.41
56	518188.84	2756818.47
57	518188.85	2756888.00
58	518183.76	2756847.84
59	518188.30	2756814.76
60	518183.28	2756814.55
61	518171.22	2756857.26
62	518187.24	2756860.27
63	518186.78	2756897.73
64	518172.78	2756897.80
65	518173.37	2756711.30
66	518189.28	2756711.67
67	518172.33	2756718.47
68	518175.48	2756717.00
69	518184.85	2756726.72
70	518181.80	2756731.50
71	518186.78	2756734.51
72	518183.07	2756734.96



ENLARGED DECELERATION LANE LAYOUT PLAN
SCALE: 1"=20'

RECEIVED

OCT 01 2018

PLANNING DEPT.

SCHEMMER Design with Purpose. Build with Quality.	
PROJECT CASEY'S GENERAL STORE CHARLES RD & S 23RD ST BELLEVUE, NE 2018 CH-FLAT ROOT REV 4	DATE 09/17/2018 DRAWN BY RJS CHECKED BY RJS
SITE LAYOUT & PAVING PLAN C-101	

ORDINANCE NO. 3911

AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF BELLEVUE, NEBRASKA, AS PROVIDED FOR BY ARTICLE 3 OF ORDINANCE NO. 3619 BY CHANGING THE ZONE CLASSIFICATION OF LAND LOCATED AT OR ABOUT CHANDLER ROAD AND 22ND STREET, MORE PARTICULARLY DESCRIBED IN SECTION 1 OF THE ORDINANCE AND TO PROVIDE AN EFFECTIVE DATE.

WHEREAS, having received a recommendation from the city of Bellevue Planning Commission and proper notice having been given and public hearing held as provided by law:

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

Section 1. That part of the official zoning map of the City of Bellevue, Nebraska, as provided in Article 3, of Ordinance No. 3619 is hereby amended to change the zone classification of the following described parcel of land:

Lot 74, Kennedy Town Center, located in the Southwest ¼ of Section 15, T14N, R13E of the 6th P.M., Sarpy County, Nebraska

From BN (Neighborhood Business District) to BG (General Business District)

(Casey's Retail Company)

Section 2. Except as amended herein, the official zoning map and the classification shown therein shall remain as heretofore existing.

Section 3. This ordinance shall take affect and be in force from and after its adoption and publication according to law.

ADOPTED by the Mayor and City Council this _____ day of _____, 2018.

APPROVED AS TO FORM:


City Attorney

ATTEST

City Clerk

Mayor

First Reading: _____

Second Reading: _____

Third Reading: _____

96.1
10.22.18

Record & Return to:
Adams & Sullivan, P.C., L.L.O.
1246 Golden Gate Drive, Suite 1
Papillion, NE 68046

**PARTIAL RELEASE OF RESTRICTED ACCESS
CONTAINED IN PLAT NOTE**

Know all people by these presents:

That the City of Bellevue, Nebraska, a municipal corporation, does hereby partially release and discharge Note No. 4 on the Kennedy Town Center Plat dated August 16, 2006 and filed for record with the Sarpy County Register of Deeds September 7, 2006 as Instrument No. 2006-31078 as it pertains to the property legally described as Lot 74, Kennedy Town Center, a subdivision as surveyed, platted and recorded in Sarpy County, Nebraska (the "Property") in that the Property shall be provided a right in/right out access to Chandler Road, its location to be approved by the City of Bellevue Public Works Director.

Dated this ____ day of October.

City of Bellevue, Nebraska,
A Municipal Corporation

By: _____

Rita Sanders, Mayor

ATTEST:

Sabrina Ohnmacht, City Clerk

STATE OF NEBRASKA)
)ss
COUNTY OF SARPY)

The undersigned, a notary public qualified in and for said county, does hereby certify that Rita Sanders and Sabrina Ohnmacht, whose names as Mayor and City Clerk respectively, of the City of Bellevue, Nebraska, a municipal corporation, are signed to the foregoing instrument and who are each known to me and known to be such officers, acknowledged before me on this day and they, in their respective capacities as Mayor and City Clerk, executed and delivered said instrument as their voluntary act and deed and voluntary act and deed of such corporation.

Witness my hand and notarial seal this ____ day of October 2018.

Notary Public

CITY OF BELLEVUE, NEBRASKA
AGENDA ITEM COVER SHEET

10a
10.22.18

COUNCIL MEETING DATE:	October 22, 2018	AGENDA ITEM TYPE:	
SUBMITTED BY: Patrick J. Sullivan City Attorney		SPECIAL PRESENTATION	<input type="checkbox"/>
		LIQUOR LICENSE	<input type="checkbox"/>
		ORDINANCE	<input checked="" type="checkbox"/>
		PUBLIC HEARING	<input type="checkbox"/>
		RESOLUTION	<input type="checkbox"/>
		CURRENT BUSINESS	<input type="checkbox"/>
		OTHER (SEE CLERK)	<input type="checkbox"/>

SUBJECT:

Sale of City surplus property in Whispering Timbers

SYNOPSIS:

Selling City real estate must be done by Ordinance with a right of remonstrance

FISCAL IMPACT:

\$10,000 of revenue less legal expenses

BUDGETED ITEM: ☐ YES ☒ NO

PROJECT # & TRACKING INFORMATION:

--

RECOMMENDATION:

Approve

BACKGROUND:

Todd and Toni Santoro live at 1606 Camp Gifford Road and desire to preserve a large area of City owned property behind their home. in the deed, City will preserve a number of rights so that if the City needs to go back at some time it will not have to buy the rights.

ATTACHMENTS:

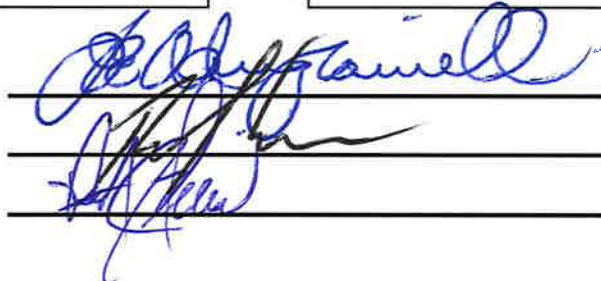
1	Ordinance	4	
2	Purchase Agreement	5	
3		6	

SIGNATURES:

ADMINISTRATOR APPROVAL:

FINANCE APPROVAL:

LEGAL APPROVAL:



PURCHASE AGREEMENT

9.30, 2018

The undersigned, hereinafter referred to as "Buyer", agrees to purchase the property described as follows:

1. Legal Description:

*LOTS 103A AND 103B, WHISPERING TIMBER ESTATES, A SUBDIVISION AS SURVEYED, PLATTED AND RECORDED IN SARPY COUNTY, NEBRASKA
AND
LOTS 6, 8A2A, PART OF LOT 7B, PART OF LOT 8 EXCEPT THE SOUTH 155' & PART OF LOT 10B1 EXCEPT THE SOUTH 30' AND PART OF LOT 2A1, ALL IN FAIR HILL ADDITION, A SUBDIVISION AS SURVEYED, PLATTED AND RECORDED IN SARPY COUNTY, NEBRASKA*

2. Conveyance: Seller agrees to convey title to property to Buyer or its nominee by Quitclaim Deed only, subject to the conditions and limitation that there is reserved to the City of Bellevue the right to maintain, operate, repair and renew utilities and sewers now existing therein and in the future to construct, maintain, repair and renew additional or other utilities and sewers; and also the right to authorize the public utilities and cable television systems to construct, maintain, repair or renew and operate now or hereafter installed water mains and gas mains, pole lines, conduits, electrical transmission lines, sound and signal transmission lines and other similar services and equipment and appurtenances above, on and below the surface of the ground for the purpose of serving the general public or abutting property; and the right so reserved shall also include such lateral connection or branch lines as may be ordered or desired by the City or such other utility and to enter upon the premises to accomplish the above purposes at any and all times. All vegetation upon the premises, including but not limited to, trees, bushes and crops and all structures upon the premises, including, but not limited to, buildings, walls, fences, drives and walks, may be damaged or removed as necessary in the exercise of the rights herein reserved without compensation to any person.

3. Assessments: Seller agrees to pay any assessments for public improvements previously constructed, or ordered or required to be constructed by the public authority, but not yet assessed.

4. Purchase Price: Buyer agrees to pay the sum of Ten Thousand (\$10,000.00) Dollars upon the following terms: One Thousand (\$1,000.00) Dollars as an earnest deposit, deposited herewith as evidenced by the receipt attached below and executed by the Seller or agent for Seller. In the event this offer is not accepted by the Seller within the time specified, the deposit shall be refunded. In the event of refusal or failure of the Buyers to consummate the purchase, the Seller may retain the deposit as liquidated damages for failure to carry out the agreement of sale. Balance of Nine Thousand (\$9,000.00) Dollars to be paid in cash, or by certified or cashiers check, at the time of delivery of deed.

5. **Taxes:** All consolidated real estate taxes which become delinquent in the year in which closing takes place shall be treated as though all are current taxes, and those taxes shall be prorated as of the date of closing, and all prior year's taxes, interest and other charges, if any, will be paid by Seller.

6. **Title Insurance:** Buyer shall obtain a current title insurance commitment as soon as possible after the acceptance of this agreement. If title defects are found, Seller shall have no obligation but may cure them within a reasonable time. If title defects are not cured within a reasonable time period, the Buyer's only remedy is to rescind this agreement and the deposit shall be refunded. The cost of the title insurance policy shall be paid by Buyer.

7. **Closing:** Closing shall take place upon satisfaction of the conditions of this agreement regarding condition of the title and the passage and publication of the Ordinance authorizing the sale and the failure of remonstrance provided by law. In the event such conditions are not satisfied within 120 days of acceptance of this agreement, unless such time period is extended by the agreement of the parties or unless such conditions are waived in writing by the city, this agreement shall be null and void and the earnest money will be returned to the Buyer. In the event that Seller fails to fulfill its obligations contemplated by this agreement resulting in the failure to close on the purchase of the property, Buyer acknowledges that Buyer's sole and exclusive remedy for such failure of the Seller is the return of the earnest money deposit to the Buyer. Buyer and Seller acknowledge and understand that the closing of the sale may be handled by an Escrow Agent, and Escrow Agent's charge for the escrow closing shall be equally divided between Buyer and Seller.

8. **State Documentary Tax:** This transaction will be exempt from State Documentary tax.

9. **Insurance:** Any risk of loss to the Property shall be borne by the Seller until title has been conveyed to the Buyer. In the event, prior to closing, the structures on the Property are materially damaged by fire, explosion or any other cause, Buyer shall have the right to rescind this agreement, and Seller shall then refund the Deposit to Buyer. Buyer agrees to provide its own hazard insurance as of the date of closing.

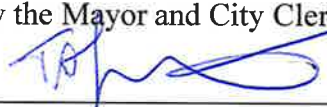
10. **Condition of Property:** Property is being sold "as is", with no representation or warranties, expressed or implied, by the Seller with respect to health, safety or environmental conditions. Buyer represents that he has had the opportunity to examine said property and that his decision to purchase the property is based upon his own examination and not upon any representation of the Seller or any of the Seller's agents.

11. **Broker:** Seller and Buyer agree and acknowledge that Seller has no broker or agent to act on its behalf with regard to this transaction. Seller and Buyer further agree and acknowledge that Buyer has no broker or agent to act on their behalf.

12. **Council Approval:** This agreement is subject to the passage and publication of an ordinance by the City Council of the City of Bellevue and publication of notice of sale and

right of remonstrance as provided by §16-202 Nebraska Revised Statutes.

13. Expiration: This offer shall be deemed irrevocable upon the execution of same by the Mayor and City Clerk of the City of Bellevue and upon the passage of the ordinance.



Todd A. Santoro, Buyer
Address: 1606 Camp Gifford Road
Bellevue, NE 68005

Telephone: (402) 505-4956



Toni L. Kavali Santoro, Buyer

RECEIPT

Received From:

The Buyers, Todd A. Santoro and Toni L. Kavali Santoro, the sum of One Thousand (\$1,000.00) Dollars by check to apply to the purchase price of the Property on terms and conditions as stated, this receipt is not an acceptance of the above offer to purchase.

Seller (or Seller's Agent)

ACCEPTANCE

The Seller accepts the foregoing proposition on the terms stated and agrees to convey title to the Property, deliver possession, and perform all the terms and conditions set forth, and acknowledges receipt of an executed copy of this agreement.

CITY OF BELLEVUE, SELLER

Rita Sanders, Mayor

City Clerk

Address: 1500 Wall Street
Bellevue, NE 68005
Telephone: (402) 293-3021



ORDINANCE NO. 3918

AN ORDINANCE PROVIDING FOR THE SALE OF CERTAIN REAL ESTATE, SAME BEING DESCRIBED IN SECTION 1 OF THIS ORDINANCE; DIRECTING THE CONVEYANCE OF SUCH REAL ESTATE, AND THE MANNER AND TERMS THEREOF, AND DESIGNATING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF BELLEVUE, NEBRASKA.

Section 1. The City is the owner of certain real property, which is by this ordinance declared surplus. The legal description of the real property is as follows:

LOTS 103A AND 103B, WHISPERING TIMBER ESTATES, A SUBDIVISION AS SURVEYED, PLATTED AND RECORDED IN SARPY COUNTY, NEBRASKA

AND

LOTS 6, 8A2A, PART OF LOT 7B, PART OF LOT 8 EXCEPT THE SOUTH 155' & PART OF LOT 10B1 EXCEPT THE SOUTH 30' AND PART OF LOT 2A1, ALL IN FAIR HILL ADDITION, A SUBDIVISION AS SURVEYED, PLATTED AND RECORDED IN SARPY COUNTY, NEBRASKA

Section 2. The City has received a purchase agreement regarding the property from Todd A. Santoro and Toni L. Kavali Santoro, proposing to purchase said property for Ten Thousand and No/100 Dollars (\$10,000.00). A copy of the purchase agreement is attached hereto and by this reference incorporated herein.

Section 3. That on the ____ day of _____, 2018, the City Council of Bellevue conducted a regularly scheduled public hearing at which it considered the offer.

Section 4. That said land shall be sold to Todd A. Santoro and Toni L. Kavali Santoro, or their assigns pursuant to the terms and conditions contained in the attached purchase agreement, subject to the conditions and limitation that there is reserved to the City of Bellevue the right to maintain, operate, repair and renew utilities and sewers now existing therein and in the future to construct, maintain, repair and renew additional or other utilities and sewers; and also the right to authorize the public utilities and cable television systems to construct, maintain, repair or renew and operate now or hereafter installed water mains and gas mains, pole lines, conduits, electrical transmission lines, sound and signal transmission lines and other similar services and equipment and appurtenances above, on and below the surface of the ground for the purpose of serving the general public or abutting property; and the right so reserved shall also include such lateral connection or branch lines as may be ordered or desired by the City or such other utility and to enter upon the premises to accomplish the above purposes at any and all times. All vegetation upon the premises, including but not limited to, trees, bushes and crops and all structures upon the premises, including, but not limited to, buildings, walls, fences, drives and walks, may be damaged or removed as necessary in the exercise of the rights herein reserved without compensation to any person.

Section 5. This Ordinance shall become effective upon passage and publication according to law, and upon failure of remonstrance, the cash price shall be paid and the City shall execute and deliver a quitclaim deed to Todd A. Santoro and Toni L. Kavali Santoro, or their assigns, according to the terms of the purchase agreement.

PASSED AND ADOPTED this ____ day of _____, 2018.

ATTEST:

CITY OF BELLEVUE, NEBRASKA

1 Sabrina Ohnmacht, City Clerk

Rita Sanders, Mayor

2

3 APPROVED AS TO FORM:

4

5

6 _____
Patrick J. Sullivan, City Attorney

7

8 1st Reading: _____

9 2nd Reading: _____

10 3rd Reading: _____

CITY OF BELLEVUE, NEBRASKA
AGENDA ITEM COVER SHEET

12a
10.22.18

COUNCIL MEETING DATE:	10/22/2018	AGENDA ITEM TYPE:	
SUBMITTED BY: Joe Mangiamelli, City Administrator		SPECIAL PRESENTATION	
		LIQUOR LICENSE	
		ORDINANCE	
		PUBLIC HEARING	
		RESOLUTION	✓
		CURRENT BUSINESS	
		OTHER (SEE CLERK)	

SUBJECT:

Collective Bargaining Agreement with Bellevue Police Command Staff Association

SYNOPSIS:

The current bargaining agreement has expired; negotiations have recently been initiated. Negotiations for a new agreement for October 1, 2018 through September 30, 2021 have concluded. Changes have been made to the wages and benefits for the affected (seven) employees.

FISCAL IMPACT:

BUDGETED ITEM: ☒ YES ☐ NO
IF NO, EXPLAIN:

GRANT/MATCHING FUNDS ☐ YES ☒ NO
IF YES, %, \$, EXPLAIN:

PROJECT NAME, CALENDAR AND CODING:

Requestor	Project Name:	
	Expected Start Date:	Expected End Date:
	CIP Project Name:	
	MAPA # and Name:	
	Street District # and Name:	
Finance	Distribution Code:	
	GL Account #:	GL Account Name:

RECOMMENDATION:

Approve collective bargaining agreement with Bellevue Police Command Staff Association for term of October 1, 2018 through September 30, 2021.

BACKGROUND:

The collective bargaining agreement with the Bellevue Police Command Staff Association has been approved by the members. The agreement, with a term of three years through September 30, 2021 includes several minor changes in the language to better align with police officer benefits and to compliance with legislative language in the Commission of Industrial Relations requirements.

ATTACHMENTS:


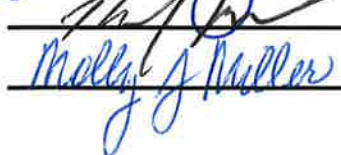
1	New agreement with BPCSA	4	
2	Resolution 2018-32	5	
3		6	

SIGNATURES:

ADMINISTRATOR APPROVAL:

FINANCE APPROVAL:

LEGAL APPROVAL:

Joe Mangiamelli

From: Tom Dargy
Sent: Monday, October 15, 2018 3:10 PM
To: Joe Mangiamelli
Cc: Mark Elbert; Tim Melvin
Subject: Union Contract

Mr. Mangiamelli,

On behalf of the Bellevue Police Command Staff Association, I would like to advise you that the membership has voted in favor of the contract. Personally, both Tim and I would like to thank you for how smooth this went. It was a refreshing change from our last contract negotiation with the City and we are appreciative of this. If you need anything else, please let us know. One of us will be at the Council Mtg should we be needed. Thanks! Tom

Capt. Tom Dargy
Bellevue Police Dept
1510 Wall St
Bellevue Ne 98005
Office 402-682-6664
FBI NA 253

AGREEMENT BETWEEN
THE CITY OF BELLEVUE, NEBRASKA
AND
THE POLICE COMMAND STAFF ASSOCIATION
FRATERNAL ORDER OF POLICE LODGE 59
October 1, 2018- September 30, 2021 T/A 10/04/18

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PREAMBLE

This Agreement, between the City of Bellevue, Nebraska, hereinafter referred to as the "City" and the Bellevue Police Command Staff Association/FOP Lodge 59, hereinafter referred to as the "BPCSA", is entered into to promote and strive to maintain a working agreement between the City and the BPCSA.

ARTICLE 1

DEFINITIONS

For the purpose of this Agreement, the following works, terms, and phrases shall be construed in accordance with the definitions hereinafter assigned to them unless the context in which the same shall be used would otherwise require a different definition.

- A. "BPCSA" shall mean the Bellevue Police Command Staff Association/FOP Lodge 59.
- B. "BPCSA Officers" shall mean the President, Vice President, and Secretary of the BPCSA.
- C. "Chief" shall mean the duly authorized and designated Chief or acting Chief of the Department.
- D. "City" shall mean the City of Bellevue, Nebraska.
- E. "City Administrator" shall mean the duly appointed City Administrator of the City of Bellevue.
- F. "Civil Service Commission" shall mean a civil service commission created pursuant to the Nebraska Civil Service Act.
- G. "Department" shall mean the Police Department of the City of Bellevue, Nebraska and its authorized representatives.
- H. "Employee(s)" shall mean full-time employees for the Police Department of the City of Bellevue, Nebraska, including and limited to Police Lieutenants and Police Captains.
- I. "Mayor" shall mean the duly-elected or acting Mayor of the City of Bellevue.
- J. "Personnel Rules and Regulations" shall mean the City of Bellevue Employee Handbook, Personnel System, Rules & Regulations, and the Police Department Rules & Regulations, TA 08/27/18
- K. "Emergency Circumstance" shall be defined as any natural or manmade disaster affecting the City of Bellevue or any other circumstance beyond the control of the City.

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ARTICLE 2

BPCSA RECOGNITION

The City recognizes the BPCSA as the sole and exclusive collective bargaining representative of the Employees. The recognition is granted pursuant to 48-816 Nebraska R.S. Supp. 1982.

ARTICLE 3

CHECK OFF

SECTION 1. The City shall deduct regular monthly BPCSA dues from the pay of each Employee, provided that at the time of such deduction the City has a current written assignment, executed by the Employee, in the form of the authorization form set out in Appendix I. Such authorization may be revoked by the Employee at any time by giving written notice thereof to the City Finance Director.

SECTION 2. Previously-signed Employee authorizations shall continue to be effective as to Employees reinstated following layoff, leave of absence or suspension not exceeding 60 days; in the event 60 days is exceeded, then previous authorizations shall not be considered to be effective and a new one must be signed.

SECTION 3. Such authorized deductions shall be made each pay period of each calendar month and will within ten (10) days be remitted by the City to the BPCSA bank account. The City will notify the BPCSA Treasurer of the amount of each deposit.

SECTION 4. At the time of execution of the Agreement, the BPCSA shall advise the City in writing of the exact amount of regular monthly BPCSA dues. If, subsequently, the BPCSA requests the City to deduct additional monthly BPCSA dues, such requests shall be effective only upon written assurance by the BPCSA to the City that amounts are regular monthly BPCSA dues, duly approved in accordance with the BPCSA's constitution and bylaws.

SECTION 5. The City agrees to provide this service without charge to the BPCSA.

SECTION 6. The city shall not be liable for any mistakes. The City and the BPCSA shall work together to correct mistakes. Amounts deducted by mistake will be corrected the next deduction period.

ARTICLE 4

BULLETIN BOARDS AND MESSAGE BOXES

SECTION 1. The BPCSA shall use one bulletin board, designated by the Chief, at each assembly area for posting of BPCSA meetings, elections, report of committees,

and any other notices or announcements that would be of benefit or interest to the Employees.

- SECTION 2. Posted notices shall not contain anything political, discriminatory, or anything reflecting adversely upon the City or its Employees.
- SECTION 3. The City will permit the distribution, in each Employee's designated message box, of reports of BPCSA committees and other notices or announcements of interest to the Employees.
- SECTION 4. The BPCSA shall be entitled to use the Department's mailing address and non-emergency telephone number in the conduct of BPCSA business with appropriate compensation to the City for long distance phone calls.

ARTICLE 5

BPCSA BUSINESS

- SECTION 1. The City agrees to place members of the BPCSA team, not exceeding three (3) in number, on special duty while collective bargaining meetings are being conducted. Team members shall not be required to report for his/her respective duty shift on the same day on which the meeting is held, provided that the meeting lasts for more than four (4) hours, including preparation time needed.
- SECTION 2. BPCSA Officers and/or officials, not exceeding two (2) in number, shall be granted leave from duty without pay for the purpose of attending BPCSA business meetings, conventions, education conferences or conducting other BPCSA business. Such leave shall be subject to approval by the Chief of a written request by the BPCSA no less than one week in advance of the requested leave date.
- SECTION 3. BPCSA Officers and/or officials may utilize up to a total of ~~fortyeighty~~ (8040) hours of paid leave time during the term of this agreement for conducting BPCSA business. The paid leave time entitlement in this section is separate and distinct from the entitlement provided for in Section 1 above. For purposes of this section, "BPCSA business" shall be defined as any time an Officer and/or Official performs duties for and/or on behalf of the union (e.g. acts as a representative for the union or represents a member of the union in meetings, depositions, grievance hearings, arbitration and/or Loudermill hearings, attending BPCSA business meetings or conferences/conventions, preparing BPCSA business materials, etc.) All paid leave time must be documented in the City's timekeeping system. TA 08/27/18
- SECTION 4. The BPCSA shall notify the City Administrator in writing of the names of BPCSA Officers and/or officials within seven (7) calendar days after each BPCSA election, resignation, removal or appointment of BPCSA Officers and/or officials.

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ARTICLE 6

HOURS OF WORK AND DUTY SHIFTS

SECTION 1. When Lieutenants are assigned to an eight (8) hour work shift, eight (8) full hours shall constitute one (1) work day and five (5) consecutive work days shall constitute one (1) work week. TA 08/27/18

When Lieutenants are assigned to a ten (10) hour work shift, ten (10) full hours shall constitute one (1) work day and four (4) consecutive work days shall constitute one (1) work week. TA 08/27/18

When Lieutenants are assigned to a twelve (12) hour work shift, twelve (12) full hours shall constitute one (1) work day and eighty (80) hours shall constitute two (2) work weeks. TA 08/27/18

Captains work schedules are defined as 80 hours worked in the two-week period coinciding with the regularly scheduled pay period. TA 08/27/18

See Appendix IV for work schedule.

SECTION 2. The City shall make a reasonable effort to permit an Employee a one (1) hour meal period for each eight (8) hour work shift, a one hour meal period for each ten (10) hour work shift, and a one (1) hour meal period for each twelve (12) hour work shift.

The City shall make a reasonable effort to permit Employees two fifteen (15) minute breaks per eight (8) hour work shift, two (2) seventeen and one-half (17 1/2) minute breaks per ten (10) hour work shift, and two (2) thirty (30) minute breaks per twelve (12) hour work shift.

The Department retains the right to direct Employees during meal and break periods.

The meal period and break periods are paid as hours worked and no additional hours worked shall accrue, if an Employee is required to return to duty during a meal or break period.

SECTION 3. Employees assigned to day or night shift shall not be arbitrarily required to work outside their respective duty assignment except for compelling operational needs; and in that event, for a duration no longer than necessary to satisfy the operational need.

SECTION 4. Flex time shall be defined as one for one compensation. Flex time shall only be used for the following reasons:

- a. To compensate an employee for non-mandatory training and travel time that does not occur on the Employee's regular work days.
- b. To compensate an employee who is asked and agrees to work a non-mandatory training assignment, where the employee is the instructor.

The Employee may agree to flex time that falls outside the normal duty hours.

All flex time must be used in the same cycle as it is earned or as approved by the Chief of Police.

ARTICLE 7

OVERTIME, CALL BACK, AND ADMINISTRATIVE LEAVE AND COMPENSATORY TIME T/A 10/04/18

SECTION 1. Captains shall earn one hour of ~~administrative leave compensatory~~ time off for every ~~one two~~ hours of time worked in excess of ~~80~~40 hours per ~~pay period~~week, up to a maximum cumulative amount of 80 hours during the fiscal year. On September 30th of each year, Employees whose administrative comp time leave balance equals or exceeds 20 hours will not be eligible to earn additional administrative comp time until they reduce their total administrative comp time balance below 20 hours. TA 08/27/18

SECTION 2. Lieutenants shall be paid overtime compensation at the rate of 1.5 times their regular hourly rate for actual hours worked in excess of their regularly scheduled shift of 8, 10 or 12 hours. Holidays (not worked) and paid leave time shall not be considered hours worked for the purpose of computing overtime pay.

SECTION 3. Lieutenants who are called back to duty, during their off duty time that does not coincide with their scheduled tour of duty, shall be paid at the rate of 1.5 times their regular hourly rate for the greater of actual call back hours worked, or two hours.

SECTION 4. Lieutenants have the option of receiving overtime compensation either as compensatory time or in cash; provided that accrued compensatory time shall not exceed 160 hours during the fiscal year. Overtime shall be compensated in cash on the next regular payroll date. Accrued compensatory time must be used during the fiscal year in which it was earned, and cannot be carried forward to the next fiscal year. The Chief has exclusive discretion to require employees to use their accrued compensatory time off at any time. Accrued compensatory time not used during the fiscal year in which it was earned shall be paid in cash on the first regular payroll date in the following fiscal year.

ARTICLE 8

HOLIDAYS

SECTION 1. The following together with any other days that may be so designated by the City, shall be paid for the employee (Holiday):

1. New Year's Day
2. Martin Luther King, Jr. Day
3. President's Day
4. Memorial Day
5. Independence Day
6. Labor Day
7. Veteran's Day
8. Thanksgiving Day
9. The day after Thanksgiving Day
10. Christmas Day
11. The Employee's Birthday
12. Floating Holiday

SECTION 2. Holidays shall be observed on the official City holiday. An employee's birthday should be observed on the actual birth date. If an employee's birthday falls on a regularly scheduled day off, or another designated Holiday, that employee shall take his/her birthday off on a different day within the pay period, as approved by his/her Supervisor.

SECTION 3. Holiday pay shall consist of the Lieutenants' regular hourly rate times the number of the Lieutenants' regularly scheduled daily shift hours.

SECTION 4. The Floating Holiday may be any full day chosen by an employee to engage in personal business activity, to observe a day of special significance, or extend vacation or sick leave by one day.

SECTION 5. Lieutenants required to work on a holiday shall be compensated at their overtime rate for actual hours worked, plus their holiday pay. If the Lieutenants' actual holiday work hours exceed their regularly scheduled shift hours (8, 10, 12), the additional hours will be compensated at 2.5 times their regular rate of pay. Lieutenants who work on both the City's observed holiday, and the actual holiday, will receive holiday pay for their entire shift that overlaps with the day that the City observes the holiday. Lieutenants who work the official holiday, but not the

City observed holiday, will receive holiday pay for their entire shift that overlaps with the official holiday.

SECTION 6. Except for the Floating Holiday, the Employee will have the choice to convert holiday pay to holiday compensatory time to be computed at the overtime rate. Holiday compensatory time shall be treated the same as vacation time off.

ARTICLE 9

VACATION

SECTION 1. Subject to the maximum vacation limitation described below, all full-time employees shall earn paid vacation in a lump sum on the anniversary of each employee's date of hire. Vacation earnings shall be determined by years of full-time service in the Department as of the employee's anniversary, computed as follows:

<u>Years of Department Employment</u>	<u>Amount</u>
1 year	<u>9688</u> hours
5 years	<u>132128</u> hours
10 years	<u>172168</u> hours
15 years	192 hours
Completion of 20 years	<u>212208</u> hours
Completion of 25 years	<u>252248</u> hours <u>T/A 10/04/18</u>

As a condition of accruing additional vacation, employees must maintain a vacation balance at or below 200 hours, measured as of the anniversary of each employees' date of hire. Employees with unused vacation in excess of 200 hours as of the employee's anniversary shall be ineligible for additional vacation earnings until the employees' next anniversary, subject to the maximum vacation allowance described above.

~~Employees who end their employment with the City before their anniversary date shall not be eligible for a pro-rata vacation award based on their partial-year of service in the year of their departure. TA 08/27/18~~

Vacation days shall be days off in addition to regularly scheduled days off or holidays that occur during the vacation period.

SECTION 2. Employees may not carry over more than 200 hours of vacation from one anniversary year to the next. Employees shall monitor their accumulated leave hours and must use the leave hours before their anniversary date so that the accumulated hours are no more than the 200 hour cap as of their anniversary date. If the employee has 200 hours or less on their anniversary date, then the employee can accrue additional vacation hours per Section 1 of this Article. ~~Upon ratification of this agreement, the Employee and City shall work together to develop a vacation schedule or vacation sell-back program that will reduce the employee's vacation balance to two hundred (200) hours or less, in the six (6) months following approval. TA 08/27/18~~

SECTION 3. Vacation hours not used and not exceeding 200 hours may be carried from one anniversary year to the next.

SECTION 4. Upon retirement, resignation, termination, or the death of the employee the employee, or the employee's beneficiary, shall be immediately paid all of the employee's accumulated vacation computed on the basis of the employee's regular rate of pay as of the employee's last day of employment, or at the Officer's option, for retirement purposed, consume any accumulated vacation to extend the retirement to the date when all vacation is expended. During this time, all benefits will continue, with exception of accruing any additional vacation.

ARTICLE 10

SICK LEAVE

SECTION 1. Sick leave with pay shall be earned by each employee at the rate of twelve (12) hours of leave for each month of service to the City. Employees hired by the Department on or after October 1, 2012 shall earn sick leave at a rate of eight (8) hours for each full month of employment, and shall not accrue more than 960 hours.

SECTION 2. Sick leave accumulation for employees hired by the Department before October 1, 2012 shall be unlimited.

SECTION 3. Sick leave with pay must be earned before it can be taken and advancing sick leave is prohibited.

SECTION 4. Employees may utilize sick leave when unable to perform their work duties by reason of personal illness, non-compensable bodily injury, pregnancy, disease or exposure to contagious disease under circumstances in which the health of other employees or the public would be endangered by the employee's attendance at work.

SECTION 5. Sick leave may be taken in hourly increments. Sick leave may be utilized for the purpose of medical or dental appointments.

SECTION 6. Sick leave may be used by the employee for illness in the household of the employee or the employee's immediate family when the employee's attendance is required. The employee shall notify the Supervisor, as soon as reasonably possible, when the employee finds it necessary to utilize sick leave.

SECTION 7. The Police Chief and/or City Administrator may require an examination by a City physician at City expense.

SECTION 8. Employees who resign or retire from the City, who are not being terminated, and who have at least five (5) years of service, shall receive a cash payout of accumulated sick leave. ~~Employees shall not be eligible for a cash payout if they resign or retire while being investigated for a dischargeable offense.~~ The cash payout shall be one-half (1/2) of the accumulated sick leave not to exceed ~~960~~²⁰ hours, computed on the basis of the employee's regular pay as of the employee's last day of employment. In the event of the employee's death outside the line of duty, this benefit shall apply to the employee's designated beneficiary. If an employee, regardless of years of service, suffers death as a result of an injury or illness that arose as a direct result of the employee's performance of his or her duties, the City will pay out 100% of the employee's sick leave to the spouse or dependents of the employee or to the employee's estate if no spouse or dependent(s) are known to the City. TA 08/27/18

ARTICLE 11

UNIFORMS AND EQUIPMENT

SECTION 1. The uniform and equipment allowance shall be treated as a benefit under the terms of this agreement.

SECTION 2. The amount of the annual uniform and equipment allowance shall be Twelve Hundred and Fifty Fifteen Hundred dollars (~~\$1250~~^{\$1500.00}) for the first two years of this contract (2019 and 2020). Each year thereafter, the uniform and equipment allowance shall be One Thousand Dollars (\$1000) annually for the duration of the agreement. TA 10/04/18

SECTION 3. The uniform and equipment allowance check shall be issued to the employee, in the full amount less the appropriate state and federal taxes, as referenced in Section 4 of this Article. The check shall be given on the first full payroll in September, in two (2) even increments on May 1, and September 1, the following pay day after the first regularly scheduled City Council meeting of that month, each calendar year. TA 10/04/18

The Uniform Allowance shall be reported by the City on the employee's current year W-2 form as income.

SECTION 4. Any new item of uniform equipment and any modifications of a current uniform or piece of equipment shall be provided by the City at no charge to the employee and all such uniforms, equipment, and modifications thereof shall, upon termination of employment, be surrendered to the City.

SECTION 5. Where damage or loss of a uniform, or portion of a uniform, or equipment occurs while in the performance of duty, the replacement items shall be provided by the City at no cost to the employees.

SECTION 6. SWAT TEAM: Upon an employee being designated as a member of the South Metro SWAT Team by its Commander, the Department shall pay the newly designated SWAT Team member a uniform allowance of \$500.00 in addition to other benefits under this Article. Each year thereafter, the Department shall pay employees who maintain designation as members of the South Metro SWAT Team a uniform allowance of \$250.00 annually in the first pay period of January of each calendar year in addition to other benefits of this Article. In addition, each employee newly designated to the South Metro SWAT Team will be issued soft body armor, Level 3A or higher with load bearing vest from the City of Bellevue. To the extent an employee incurs out of pocket expenses for required SWAT related equipment, the Chief with the approval of the City Administrator may reimburse the employee for such expenses.

ARTICLE 12

LONGEVITY

SECTION 1. In addition to the employee's regular monthly salary, the employee shall receive longevity compensation, computed as follows based upon years of full-time service: TA 08/27/18

Beginning 8 years	\$35.00 per month
Beginning 11 years	\$75 70.00 per month
Beginning 14 years	\$110 105.00 per month
Beginning 17 years	\$150 140.00 per month
Beginning 21 years	\$185 192.00 per month
Beginning 30 years	\$255 231.00 per month <u>TA</u>

10/04/18

ARTICLE 13

INSURANCE

SECTION 1. The City shall provide employees group insurance coverage for medical/surgical, including major medical benefits ("the Plan"). The specific design and provisions of the Plan shall be determined as follows:

- The City shall meet with a committee consisting of no more than four City representatives, and a single representative selected by each of the City's bargaining units to ensure that each unit is individually represented (collectively, the "Health Insurance Committee").
- The Health Insurance Committee shall identify and investigate health insurance trends, the City's claim experience, potential alternative health insurance options, and financial implications of the current Plan as compared to potential alternative options. The Health Insurance Committee shall attempt to develop consensus on future plan design and cost sharing changes.
- If the Health Insurance Committee reaches consensus supported by the City and at least three of the City's bargaining units, the City shall implement its recommendations.
- If the Health Insurance Committee does not reach consensus as defined above, the matter shall be submitted to arbitration. In that event, the parties shall request a panel of arbitrators with health insurance expertise from the Federal Mediation and Conciliation Service, and shall strike arbitrators until only one remains.
- The Health Insurance Committee must reach consensus as defined above, and resort to arbitration, on or before October 15 of each year. The arbitration hearing must take place before November 15. The arbitrator's decision must be made no later than November 15. These deadline must be acceptable to any chosen arbitrator, and if not acceptable, the parties must resort to the arbitrator who was last struck.
- The arbitrator shall have no discretion other than to select one of the following two plans: the sole plan recommended by the City, or the sole plan collectively recommended by the City's bargaining units that do not agree with the City's recommended plan. In rendering a decision, the arbitrator must consider the City's ability to pay for either of the two plans the arbitrator is asked to select.
- Neither party shall have the right to submit post arbitration briefs, unless so requested by the arbitrator, subject to the strict deadlines described above. The arbitrator's decision shall be binding for the duration of following calendar year, and shall be implemented on January 1.
- Each party shall pay their own costs for preparing for arbitration, and shall equally split the arbitrator's fee.

Subject to the change mechanism described above, the City shall provide each employee, covered by the Plan, with a prescription card.

SECTION 2. Subject to the change mechanism described above, the City shall provide group dental coverage for employees. The City shall pay the entire premium for the individual employee coverage. The coverage shall be the same as presently is in force for each employee and employee may add their family at their own expense at the present rate.

SECTION 3. The City shall provide \$52,000 in life insurance of each employee including coverage 24 hours each day on or off duty.

SECTION 4. Subject to the change mechanism described above, the City shall provide a long-term disability insurance policy for each employee.

SECTION 5. The City agrees to the attachment of an amendment to the present Police Department Retirement Program for the vesting of that program, effective February 1, 1981, as provided by the City Council action of February 22, 1982.

SECTION 6. Provided the employee (a) has been enrolled in the City's health insurance plan for a minimum of one (1) year prior to the employee's official retirement date, , or is participating in the DROP Program pursuant to Article 31, Section 7 (b) has been employed by the Department for a minimum of five years; and (c) has reached the age of 55; the City will pay:

SINGLE COVERAGE

- The same single coverage premium the City pays for active employees for the first twenty-four (24) months after retirement.
- Thereafter, 50% of the single coverage premium until retiree becomes eligible for Medicare/Medicaid benefits.
- In the event of the retiree's death, the City will have no further liability for premiums.

FAMILY COVERAGE

- The same family coverage premium the City pays for active employees for the first twenty-four (24) months after retirement.
- Thereafter, 50% of the family coverage premium until the retiree becomes eligible for Medicare/Medicaid benefits.

In the event the retiree's death, the City will have no further liability for premiums.

ARTICLE 14

STRIKES AND LOCKOUTS

SECTION 1. Neither the BPCSA, its agents or employees will instigate, promote, sponsor, or engage in any strike, slow down, concerted stoppage of work, or any other intentional interruption of operations of the City.

SECTION 2. The City will not lock out any employee during the term of the Agreement as a result of a labor dispute with the BPCSA.

ARTICLE 15

WAGES

SECTION 1. Position grade levels shall be followed:

Police Lieutenant
Police Captain

SECTION 2. The City and the employee agree that each shall contribute the amount required by law to the employee's applicable retirement benefit.

SECTION 3. All employees assigned to the following job classifications shall be paid the following amounts beginning on the first full payroll period following ratification of this Agreement by both the Bellevue City Council and BPCSA.

Employees who are promoted from within the Department to the rank of Lieutenant or Captain, and who are already earning an hourly rate above the starting Lieutenant or Captain rate, shall be placed on the governing wage progression table at the rate that most closely approximates a 5% pay increase compared to their hourly rate before the promotion.

WAGE SCHEDULE

BPCSA 10/1/2018

FYE 19

Bellevue Police Command Staff Association (BPCSA)

Hourly Pay Scale, effective upon ratification by City Council

Hourly Wage Rate increase on October 1, 2018

Step

	0	1	2	3	4	5	6
	Start						
Police Captain (exempt)	\$39.95	\$41.83	\$43.80	\$45.88	\$48.02	\$50.28	\$52.65
Police Lieutenant (non-exempt)	\$37.68	\$39.22	\$40.82	\$42.49	\$44.22	\$46.02	\$47.90

BPCSA 10/1/2019

FYE 20

Bellevue Police Command Staff Association (BPCSA)

Hourly Pay Scale, effective upon ratification by City Council

Hourly Wage Rate increase on October 1, 2019

Step

	0	1	2	3	4	5	6
	Start						
Police Captain (exempt)	\$40.59	\$42.50	\$44.50	\$46.59	\$48.79	\$51.08	\$53.49
Police Lieutenant (non-exempt)	\$38.28	\$39.85	\$41.47	\$43.17	\$44.93	\$46.76	\$48.67

BPCSA 10/1/2020

FYE 21

Bellevue Police Command Staff Association (BPCSA)

Hourly Pay Scale, effective upon ratification by City Council

Hourly Wage Rate increase on October 1, 2020

Step

	0	1	2	3	4	5	6
	Start						
Police Captain (exempt)	\$41.24	\$43.18	\$45.21	\$47.34	\$49.57	\$51.90	\$54.35
Police Lieutenant (non-exempt)	\$38.89	\$40.49	\$42.13	\$43.86	\$45.65	\$47.51	\$49.45

Current Rate	Rate Upon Ratification	Anniversary date falling between 10/01/18-09/30/19	Increase on 10/01/2019	Anniversary date falling between 10/01/19-09/30/20	Increase on 10/01/2020	Anniversary date falling between 10/01/20-09/30/21
CAPTAIN						
38.54	39.95	41.83	42.5	44.5	45.21	47.34
39.94	39.95	41.83	42.5	44.5	45.21	47.34
41.39	41.83	43.8	44.5	46.59	47.34	49.57
42.90	43.8	45.86	46.59	48.79	49.57	51.9
44.46	45.86	48.02	48.79	51.08	51.9	54.35
46.08	48.02	50.28	51.08	53.49	54.35	54.35
47.77	50.28	52.65	53.49	53.49	54.35	54.35
Lieutenant						
36.44	37.68	39.22	39.85	41.47	42.13	43.86
37.63	37.68	39.22	39.85	41.47	42.13	43.86
38.86	39.22	40.82	41.47	43.17	43.86	45.65
40.13	40.82	42.49	43.17	44.93	45.65	47.51
41.44	42.49	44.22	44.93	46.76	47.51	49.45
42.79	44.22	46.02	46.76	48.67	49.45	49.45
44.17	46.02	47.9	48.67	48.67	49.45	49.45

1st Full Payroll Period after Ratification		
	Captain	LT
Start	37.85	35.18
After 1 year	39.27	36.40
After 2 years	40.74	37.66
After 3 years	42.27	38.96
After 4 years	43.86	40.31
After 5 years	45.50	41.70
After 6 years	47.21	43.14
After 7 years—Performance Awards	-	-

1st Full Payroll Period Beginning after 10/1/2017		
	Captain	LT
-		

Start	38.54	36.44
After 1 year	39.94	37.63
After 2 years	41.39	38.86
After 3 years	42.90	40.13
After 4 years	44.46	41.44
After 5 years	46.08	42.79
After 6 years	47.77	44.17
After 7 years — Performance Awards	-	-

The indicated dollar amounts reflect the Lieutenants' nonexempt hourly wage.

Captains shall be classified as exempt. The indicated "hourly wage" dollar amount for Captains shall be multiplied by 2080, and divided by 26 for purposes of determining Captains' biweekly salary.

SECTION 4. Performance Based Step Increases and Awards:

A. All step increases are contingent upon performance and are subject to successful completion of the Police Department's performance evaluation. Employees shall not receive automatic step increases. For purposes of this Article, successful completion shall mean an overall rating of "meets standards" on the employee's performance evaluation.

B. ~~Employees who have been issued two or more sustained allegations of employee misconduct in the immediately preceding twelve (12) month evaluation period shall not be eligible for a step increase.~~

C. ~~Employees who have been issued two or more sustained allegations of misconduct or been placed on suspension during the immediately preceding twelve (12) month evaluation period shall have any scheduled step increase delayed for six (6) months. This delay will not change the employee's annual evaluation date based on their hire date or applicable promotion date. Should an employee be delayed a step increase for the 6 months as previously specified, they will still receive their next annual review and possible step increase on their anniversary or applicable promotion date (6 months later).~~
TA 10/04/18

~~Employees who have been placed on suspension during the immediately preceding twelve (12) month evaluation period or at the time of their annual evaluation shall receive an extension to the twelve (12) month evaluation period during which the suspension occurred such that any step increase is delayed as follows:~~

~~Days suspended: Months Step Delayed:~~

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1	3 days	2 months
4	6 days	3 months
7	9 days	4 months
10	12 days	5 months
13	15 days	6 months

~~D. Effective on the first full payroll period beginning after 10/1/2016, Captains and Lieutenants who have occupied their respective rank for at least seven years shall be eligible for an additional 2.5% lump sum performance award on their next and each successive anniversary date, subject to the performance standards described in subsection (E) below.~~

~~E. Performance awards pursuant to the preceding subsection (D) are contingent upon qualifying employees' achieving at least "meets standards" performance evaluation pursuant to the Police Department's performance evaluation system. Employees who have been suspended from work, or issued two or more written reprimands in the immediately preceding 12 month period, shall not be eligible.~~

ARTICLE 16

EDUCATION AND TRAINING

SECTION 1. In addition to the regular monthly salary, employees shall receive educational incentive compensation in the following amounts so long as the higher education hours are reasonably related to their positions or are required to obtain an Associate's or Bachelor's Degree:

- upon successful completion of 30 accredited college credit hours - \$5.00 per month;
- upon successful completion of 60 accredited college credit hours – an additional \$5.00 per month;
- upon successful completion of 90 accredited college credit hours – an additional \$5.00 per month;
- upon receiving a degree from an accredited college or university – an additional \$5.00 per month.

Educational incentive shall be paid prospectively, starting on the first payroll period following submission of documentation sufficient to verify completion of the required credit hours and/or degree.

SECTION 2. The City shall reimburse the Employee fifty percent (50%), not to exceed \$5,250 per fiscal year, of the cost of all fees, tuition, registration, and books, of any college course from an accredited college or university,

provided no payment shall be made except when the employee shows proof of obtaining a "BC+" or better, or equivalent grade for the course. If the class is graded only by receiving a "pass" or a "fail", you must obtain a "pass" for the course to be reimbursed. TA 08/27/18

SECTION 3. Employees must have advance written approval from the Chief and HR Manager to receive educational incentive compensation under Section 1 and reimbursement for costs under Section 2. Employees must appeal any denial from the Chief and/or HR Manager in writing within thirty (30) days to the City Administrator, who has final authority to approve or deny the appeal. Upon satisfactory completion of the course, employee must submit proof of expenses to the Chief and HR Manager along with a copy of the employee's grades and/or transcripts, which shall be filed in the employee's personnel file.

SECTION 4. Should the City require an employee to change their work schedule, except in an emergency situation, which would require the employee to either drop or withdraw from a previously registered course, the City shall reimburse the employee for all incurred expenses; further, Section 2 shall apply when the employee retakes the previously dropped course.

ARTICLE 17

PROVISIONAL APPOINTMENT

SECTION 1. Any provisional appointment made by the Chief, or any designee of the City, shall be governed by the Civil Service guidelines. An employee appointed provisionally to a higher grade shall be paid at the same rate, for the duration of said provisional appointment, which he/she would receive had the appointment been a permanent appointment from the Civil Service list.

SECTION 2. Should any provisional appointee be duly appointed to the same position on a permanent basis through selection from a Civil Service list, then in that event, any and all time served by that employee as a provisional appointee shall be credited toward any probationary time necessitated by the Civil Service guidelines.

ARTICLE 18

FIELD TRAINING COORDINATORS

SECTION 1. Lieutenants appointed by the Chief to be Field Training Coordinator(s) for new recruits shall receive eight (8) hours of straight flex time for each month of training. This amount shall be prorated for partial months.

ARTICLE 19

BALLISTIC VEST REPLACEMENT

SECTION 1. The City shall provide each sworn Officer with a new ballistic vest at the end of each five (5) years of service. The vest shall be either threat level II or threat level IIIa, at the employee's choice. The vest manufacturer, style, and model shall be mutually agreed upon by both the City and the BPCSA. Employees shall wear the ballistic vest in accordance with the policy established by the Chief.

ARTICLE 20

INDEMNIFICATION

This Article adopts and incorporates by reference Nebraska State Statute 28- 1417, as amended, and, in addition thereto, in the event that, within the course of litigation, settlement discussions are made between the City and the plaintiff or plaintiffs, the City agrees to advise the employees which are party to such action.

ARTICLE 21

FUNERAL LEAVE

SECTION 1. In the event of the death of an employee's father, mother, step-parent, sister, brother, grandmother, grandfather, grandchild, spouse or child related by blood, marriage, or adoption, the employee may, with the approval of the Chief of Police or a designated representative, be permitted to take funeral leave, with pay not to exceed Five (5) consecutive scheduled working days, including the day of the funeral.

SECTION 2. In the event of the death of an employee's spouse's father, mother, sister, brother, grandmother, or grandfather, the employee may, with the approval of the Chief of Police or a designated representative, be permitted to take funeral leave, with pay, not to exceed three (3) consecutive scheduled working days, including the day of the funeral.

SECTION 3. In the event of the death of an employee's or the employee's spouse's aunt, uncle, niece, or nephew, the employee may, with the approval of the Chief of Police or a designated representative, be permitted to take funeral leave, with pay, for the day of the funeral.

SECTION 4. Funeral leave shall be considered as time separate from any annual or sick leave.

ARTICLE 22

GRIEVANCE AND ARBITRATION PROCEDURE

SECTION 1. All grievances and disputes, excluding disciplinary action (i.e. removal, suspension, demotion, discharge or written reprimands), arising from the application and interpretation of this Agreement ("Grievance") shall be timely handled in the following manner:

Step 1. An employee or the BPCSA through a verified grievance, (hereinafter the ("Grievant")), shall present the Grievance in writing to the Chief or a designated representative within ten (10) calendar days after the date on which the employee becomes aware of the Grievance, The Chief or a designated representative shall respond to the Grievance in writing within ten (10) calendar days after the date on which the written Grievance is received. For purposes of this article, "verified" means that the information is confirmed and/or substantiated by the named aggrieved employee(s). TA 08/27/18

Step 2. If settlement is not reached under Step 1, the Grievance shall be presented by Grievant to the City Administrator or a designated representative within ten (10) calendar days after the date the response by the Chief or designated representative was received by the Grievant under Step 1. The City Administrator or a designated representative shall respond to the Grievance in writing within ten (10) calendar days after the date on which he/she received the Grievance from the Grievant.

Step 3. If settlement is not reached under Step 2, either party may request arbitration by written notice to the other party within ten (10) days after Grievant's receipt of the response made by the City Administrator or designated representative under Step 2. Within ten (10) days after arbitration has been requested by either party, the parties shall convene for the purpose of attempting to agree on the selection of an arbitrator and, failing agreement, the parties shall jointly request the Federal Mediation and Conciliation Service to provide a list of seven (7) arbitrators. After receipt of the list, parties shall meet within five (5) days and select an arbitrator by each party striking three names alternately. The party requesting arbitration shall have the right to strike the first name and the other party shall strike one (1) name with the same process being repeated until one (1) name remains, who shall be the arbitrator. When an employee elects to process a grievance without BPCSA representation, as is the employee's right, the BPCSA shall have the right, after the arbitrator has been selected, to intervene and become a party to the proceedings. Any adjustment of Grievances between the City and an employee not choosing to be represented or assisted by the BPCSA, must be consistent with the terms of this Agreement.

The authority of the arbitrator is limited to matters of interpretation or application of the express provisions of this Agreement and the arbitrator shall have no power or authority to add to, subtract from, or modify any of the terms of provisions of this Agreement.

Parties selecting the arbitrator shall share equally the arbitrator's expense. Each party shall be responsible for compensating its own representatives and witnesses.

All time periods/limitations set forth in this Section 1, Steps 1, 2, and 3, are of the essence and are to be strictly enforced against the party not complying therewith.

SECTION 2. Any time limitation provided herein may be waived or extended by agreement of the parties.

ARTICLE 23

EMPLOYEE RIGHTS

Employee shall be entitled to protection of what shall hereinafter be termed as "Employee Rights" which shall be added to the present Rules and Regulations of the Department.

- A. Employees shall not solicit any formal citizen's complaints about any other Police employee. Solicitation shall not be construed to mean any followup to a concern, an inquiry, ~~or~~ of a formal citizen's complaint, or a known issue that the department has an obligation to follow-up with and/or investigate. TA 08/27/18
- B. An employee shall not be subjected to offensive language, nor be threatened with dismissal, transfer or other disciplinary punishment as a guise to attempt to obtain the employee's resignation, nor shall the Officer be intimidated in any other manner. No promises or rewards shall be made to the employee as an inducement to answer questions.
- C. Any investigation concerning the conduct of an employee, which conduct is allegedly either off duty or on duty, shall be initiated only with the approval of the Chief or the City Administrator.
- D. An accused employee shall be informed of the nature of the investigation at the time of his/her formal interview by the Chief or his/her designee. The accused employee shall be permitted to have either an attorney or BPCSA Officer, or both, present during the interview. A reasonable amount of time shall be given after the employee is notified of the nature of the investigation to have either an attorney or BPCSA Officer, or both, present; provided, however, any delay that potentially compromises the investigation shall not be considered reasonable. The accused employee shall be given a form or a card listing the "Garrity" warning as follows:

"I wish to inform you that you are being questioned as part of an official investigation of the Police Department. You will be asked questions specifically directed and narrowly related to the performance of your official duties or fitness for office. You are entitled to all the rights and privileges guaranteed by the laws and Constitution of the United States, including the right not to be compelled to incriminate yourself. I further wish to advise you that if you refuse to testify or to answer questions relating to the performance of your official duties or fitness for duty, you will be subjected to Departmental charges which could result in your

dismissal from the Department. If you do answer, neither your statements or any information or evidence which is gained by reason of such statements can be used against you in any subsequent criminal proceedings. However, these statements may be used against you in relation to subsequent Department charges."

- E. The interview shall be conducted at a reasonable hour, and if conducted during off-duty time the accused employee shall be compensated in accordance with overtime procedures.
- F. The accused employee shall be informed prior to the interview of the name and rank of the person in charge of the interview; the interviewing Officers; and all other persons to be present during the interview. Questions directed to the employee during the interview shall be asked by only one interviewer at one time.
- G. The interview session shall be for a reasonable period, taking into consideration gravity and complexity of the issue being investigated. The accused employee shall be allowed to attend to their own personal physical necessities, with one ten (10) minute intermission every hour.
- H. Unless agreed to by the accused employee, the City shall not divulge the reason for any disciplinary action that is not appealed beyond the Department. The City shall make every reasonable effort to ensure that no employee's home address, home telephone number or photograph is released to the news media or to the public.
- I. The above shall not be construed to restrict management rights to speak with or briefly question employees on verbal or informal complaints or citizens if this questioning may lead to an expedient end of the complaint. Nor shall it restrict internal investigations brought about by shift supervisors. However, should a citizen make a written complaint or should a brief investigation uncover facts that may lead to a formal or major investigation or interview, then the procedure set forth shall be followed.

ARTICLE 24

SENIORITY

SECTION 1. The principle of seniority rights shall be exclusively observed within the Department in laying off, rehiring, and Lieutenants' shift assignments for uniformed patrol.

SECTION 2. Seniority of the employees shall be established as of the date of hire and shall be considered as continuous notwithstanding suspensions for disciplinary purposes, absence on authorized leave without pay, or layoff for thirty (30) days or less duration, when considering laying off or rehiring.

Seniority shall be established within job classification based on continuous date of promotion within that classification, notwithstanding the interruptions provided for in the paragraph above.

SECTION 3. Layoffs shall be on the basis of total job seniority. Recalls from layoff shall be in inverse order of layoff. All other applications of the seniority provisions shall be on the basis of seniority in classification.

SECTION 4. Where two (2) or more employees in the same classification are appointed on the same date, their seniority standing shall be determined by the order of their placement on the civil service commission eligibility list. The City shall post two seniority lists; one with the employees arranged in order of total job seniority and the other comprised of employees by classification. Such lists shall be updated at the end of each year governed by the BPCSA/City bargaining agreement. Should any errors be noted on such seniority lists, the same shall be corrected between the City and BPCSA; provided, however, employees and the BPCSA have only 30 days from the date of posting such lists to dispute their contents. If no such dispute is lodged with the City, then the dispute is waived and the lists will be conclusively presumed to be accurate.

ARTICLE 25

JOB BIDDING

SECTION 1. All uniform patrol bargaining unit positions will be posted for bid and will be implemented on December 1st and June 1st. In addition, shift bid may be posted up to two (2) additional occasions during the calendar year at the discretion of the Chief and with at least fifteen (15) days advance notice, all uniform patrol bargaining unit positions shall be posted for bid and filled pursuant to Article 26, "Seniority". Such posting shall state the job title, rate of pay and shift.

Any two (2) employees, with the approval of the Chief, may agree to trade positions.

SECTION 2. In the event the Department institutes an eight (8) hour shift or a ten (10) hour shift, then the days of rest shall be considered as part of the shift bidding procedure. The Department shall consider the principle of seniority, as referenced in Article 25, as part of the shift bidding procedure.

ARTICLE 26

JOB-RELATED INJURIES

SECTION 1. Employees disabled by job-related accidents, injuries, or illnesses shall receive supplemental pay which, with workman's compensation benefits, shall equal the

employees gross salary. Such supplemental pay shall begin any time after the employee has taken six (6) sick leave or annual leave days.

ARTICLE 27

AGREEMENT AND SAVINGS CLAUSE

SECTION 1. If any provision of this Agreement is rendered illegal or unenforceable by judicial or legislative means, all other provisions shall remain in full force and effect for the duration of this Agreement.

ARTICLE 28

MILITARY LEAVE

SECTION 1. When called to military duty by the appropriate governmental authority, the following shall apply:

- A. Dependent Health Insurance premium payment procedure as directed by Article 14, INSURANCE, of the agreement, shall remain in place during the employee's activation period.
- B. Employees on approved military leave shall continue to accumulate vacation and sick leave, seniority for retirement, shift bidding, and pay increases.
- C. Employees shall be provided 15 working days of military leave time per calendar year to be used during the military activations or monthly military obligation. TA 08/27/18
- D. The employee agrees to provide the City with the appropriate military orders of activation to receive these benefits

ARTICLE 29

DISCHARGE AND DISCIPLINE

SECTION 1. The following actions of an employee are good cause for disciplinary action, though discipline may be based upon causes and complaints other than those listed:

- A. Habitual use of alcoholic beverages or prescription medicines to excess, provided the employee has been given an opportunity to seek professional help in dealing with the problem.
- B. Has been adjudged guilty of a felony crime.
- C. Abusive or improper treatment of a person in custody, provided the act committed was not necessarily or lawfully done in self-defense to protect the lives of others, or to prevent the escape of a person lawfully in custody.
- D. Insubordination.
- E. Negligence in the care and handling of City property. *
- F. Violation of any lawful and reasonable official regulation made or given by a superior Officer, where such violation or failure to obey amounts to an act of insubordination.
- G. Use or attempted use of political influence or bribery to secure an advantage in an examination, promotion or assignment.
- H. Absence from duty without leave contrary to the provisions in this Agreement, or failure to report after leave of absence has expired, or after such leave of absence has been disapproved, removed or canceled by the proper authority.
- I. Illegal use of controlled substances or use of controlled substances without a prescription.
- J. Violations of the provisions of this Section shall be addressed punishable by counseling, ~~letter of admonishment~~, written reprimand, suspension, demotion, and/or discharge. TA 08/27/18

SECTION 2. DISCIPLINARY ACTIONS - SUSPENSIONS: An employee may be suspended without pay for cause for a period or periods not exceeding thirty (30) working days in any twelve (12) consecutive months, however, no single suspension shall be for more than fifteen (15) working days. A written notice for such suspension shall be transmitted to the employee with a copy transmitted to the Human Resources Personnel Department. Such notice shall include the reasons for and the duration of the suspension. TA 08/27/18

SECTION 3. DISCIPLINARY ACTIONS - DEMOTION: An employee may be demoted for cause. A written statement of the reasons for any such action shall be transmitted to the employee with a copy transmitted to the Human Resources Personnel Department. TA 08/27/18

SECTION 4. DISCIPLINARY ACTIONS - DISCHARGE: An employee may be discharged for cause. Prior to the discharge becoming effective, a written statement containing the reasons for the discharge shall be transmitted to the employee and to the Human Resources Personnel Department. TA 08/27/18

SECTION 5. PRE-DISCHARGE PROCEDURE: In any case where the Chief is recommending discharge of an employee, the employee, prior to the effective date of discharge, must be informed in writing of the nature of the offense, the specific reasons for the recommendations of discharge and be given an opportunity to provide the City Administrator with any mitigating circumstances or exculpatory information. The City Administrator or a designee shall meet with the employee and the BPCSA Representative, if requested, and inform the employee in writing of the allegations and receive any information or explanation the employee wishes to supply prior to a decision for discharge.

SECTION 6. The City shall begin investigation of any cause that might lead to disciplinary action upon notification of such cause. Disciplinary action shall be taken within forty five thirty (4530) days of such notification. This forty fivethirty (3045) day period may be extended if the City finds it necessary to interview any person that is not a member of the Department, or if a Department member is not available due to leave, sickness, or training. If the Department finds it necessary to extend the investigation beyond the forty five thirty (4530) day period, the employee under investigation will be notified in writing of the extension. The Association President will also be notified in writing if the extension involves circumstances beyond the control of the Department. TA 08/27/18

This Section shall not apply if the employee is involved in any criminal investigation that may lead to charges being filed against that employee

SECTION 7. For purposes of this Section, the following definitions shall apply:

- A. "Personnel File" shall mean an employee's file located in the City Human Resources Personnel Department. TA 08/27/18
- B. "Department Personnel File" shall mean an employee's file located in the office of the Chief.
- C. "Disciplinary Action" shall mean counseling, letter of admonishment, or written reprimand issued in accordance with Section 1 of this Article. The following shall not apply to those records regarding disciplinary actions and/or investigations regarding officer conduct as outlined in LB 791 amending Neb. Rev. Stat. §81-1377 and §81-1425. An employee who has received Disciplinary Action may submit a written request to the Chief to have the Disciplinary Action removed from the employee's Personnel File. The Chief shall remove the Disciplinary Action from Personnel File provided that the employee has not received additional Disciplinary

Action within twelve (12) calendar months from the date of the previous Disciplinary Action that is the subject of the written removal request. An employee is not eligible to have Disciplinary Action removed from the Employee's Personnel File until twelve (12) months from the date of the most recent Disciplinary Action has expired. TA 08/27/18

In the event an employee requests that Disciplinary Action be removed from the employee's Personnel File and such request is granted, all commendations received by the employee during the same period of time as the removed Disciplinary Action will also be removed from the Personnel File. Any removed disciplinary action will be retained in the employee's Department File for use of impeachment purposes, if applicable and in compliance with LB 791 amending Neb. Rev. Stat§81-1377 and §81-1425. TA 08/27/18

The provisions of this Section shall not apply to the employee's Department File.

- In the event an employee is charged with the negligent loss or damage of City property, a thorough investigation shall follow with the employee's right to appeal intact. The employee shall be afforded his/her rights under Article 25, "Employee's Rights", of this agreement.

- SECTION 8 This contract shall follow state and federal laws as they are adopted, including but not limited to LB 791 amending Neb. Rev. Stat. §81-1377 and §81-1425, enacted in the 2018 Nebraska Legislative Session. Nothing in this contract shall be construed to restrict, limit, or impair the rights, powers, and authority of the City as granted to it under Nebraska and federal laws. TA 08/27/18

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ARTICLE 30

EMPLOYEE FIREARMS

SECTION 1. Employees may carry, as their regular duty weapons, a 9MM, 40 or 45 caliber semi-automatic pistol. Such pistol shall be a Smith & Wesson, Colt, Glock, Sig Sauer, I-I&K Firearm, Beretta or other brand or caliber approved in writing by the Chief.

If a newly hired employee is to be sent to the Academy for certification and does not already own a Department-approved firearm, the Chief, or his designated representative, shall have the right to determine the weapon. This does not preclude the employee from purchasing a different approved weapon upon successful completion of training

SECTION 2. Employees may utilize a Ruger Mini 14, Olympic or Colt AR 15, or any other brand approved in writing by the Chief. The weapon shall be of .223 caliber and placed in the shotgun rack within the passenger compartment of all marked cruisers, and in the trunk of all unmarked units. This weapon will be in addition to

or an alternative for the Police shotgun issued to all Police units marked or unmarked.

The cost of such weapon shall be the sole responsibility of the individual employee. The purchase of such weapon shall be voluntary at the employee's sole discretion. The purchase of this weapon must have prior written approval of the Chief.

SECTION 3. Such weapons shall not exceed thirty (30) rounds capacity and shall be fully loaded.

ARTICLE 31

POLICE RETIREMENT

SECTION 1. Those employees employed prior to January 1, 1984 are permitted to choose to retire under the guideline established in Nebraska State Statute, as outlined, or this Article.

SECTION 2. All employees hired prior to May 1, 2011 shall be granted retirement benefits under the following schedule:

55% at 55 years of age

When an employee reaches the required age with 25 years of service, the employee shall be entitled to receive the indicated percentage of his/her regular pay. The percentage shall be determined by averaging the last five (5) consecutive years preceding retirement. The employee shall be entitled to the total sum of his retirement account or the corresponding percentage whichever is the greater, based upon the actuarial formula of 7% and the 1994 GAM Table for males and females.

SECTION 3. The following payment option is established to receive compensation for the retirement benefit:

Payment Option	Description
Single Lump Sum	Employee receives a one-time payment to use or invest for his retirement

SECTION 4. The City and the employee agree that each shall contribute the amount required by law to the employee's applicable defined contribution retirement benefit. The employee's contributions shall be automatically deducted.

SECTION 5. An employee is vested in the City's contributions as follows:

Credited Years of Vesting Service	Vested Percentage
Less than 4 years	0%
4 years but less than 5	40%
5 years but less than 6	50%
6 years but less than 7	60%
7 years but less than 8	70%
8 years but less than 9	80%
9 years but less than 10	90%
10 or more years	100%

An employee is 100% vested upon attaining age 60 or in the event of his/her death or the termination of the Plan.

SECTION 6. Investment of all contributions shall be directed by the Retirement Committee.

SECTION 7. Deferred Retirement Option Plan (DROP)

This option allows an employee who has reached the minimum number of service years for retirement, but has not achieved the minimum age requirement, to terminate their employment with the Police Department and defer their retirement until they have reached at least the minimum age. Once the employee terminates service with the Police Department, neither the City or employee has further responsibility for adding funds to the employee's account. The account will remain within the retirement plan and when the employee reaches the minimum age, Sections 2 & 3-3 & 4 of this Article will then apply, based on the employee's average salary over the five (5) previous years before terminating his/her employment. TA 08/27/18

Under this plan, should an employee decide to close his/her fund account and remove the funds prior to reaching the minimum age requirement, then Sections 2 & 3-3 & 4 of this Article will not apply. TA 08/27/18

If an employee chooses to use the DROP, he/she will not be entitled to the health insurance benefit until such time as he/she reaches the minimum age as outlined under the retirement plan and accepts a retirement benefit.

In case of the death of the employee while enrolled in the DROP, his/her surviving spouse or heir will receive a lump sum distribution on the date the employee would have begun receiving his/her benefit. The lump sum will be calculated in the same manner as if the employee had lived.

ARTICLE 32

DURATION ~~AND, ACCEPTANCE, AND REOPENING OF THE AGREEMENT~~ TA 10/04/18

SECTION 1. This Agreement shall be in full force and effect upon the ratification by the Bellevue Police Command Staff Association and the City Council of the City of Bellevue, Nebraska, up to and including September 30, ~~2021~~2018. **TA 10/04/18**

SECTION 2. This Agreement, together with all terms, conditions, and effects thereof, shall remain in effect after the expiration date until a new contract is agreed upon.

ARTICLE 33

MANAGEMENT RIGHTS

SECTION 1. Except where limited by express provisions elsewhere in this Agreement, the City retains the sole and exclusive right to exercise all management rights or functions. The exercise of management rights by the City is not subject to prior notice, discussion or negotiation with the BPCSA. Nothing in this Agreement shall be construed to restrict, limit or impair the rights, powers, and the authority of the City as granted to it under Nebraska law and City ordinances. These rights, power, and authority include, but are not limited to the following:

1. To determine, effect, and implement the objectives and goals of the City.
2. To manage and supervise all operations and functions of the City.
3. To establish, allocate, schedule, assign, modify, change, any operations-, work shifts, and working hours.
4. To schedule employees for work in any given work week on days which are not consecutive.
5. To determine the number of employees necessary to perform City services.
6. To determine the organization of the Department.
7. To select who will be hired or not hired.

8. To determine the knowledge, skill, qualifications and other abilities necessary for employees.
9. To establish and revise safety standards.
10. To decide where or when training on a particular operation or job is required, how much training is required, and the right to move, retrain and transfer employees.
11. To establish or modify job duties and classifications; provided however, the City agrees to negotiate the pay rate for new job classifications within the BPCSA, and to recognize that newly created positions are governed by this Agreement if they share a community of interest with the BPCSA.
12. To establish, modify, change and discontinue performance standards, including quality standards.
13. To examine, classify, promote transfer, assign, and retain employees; to suspend, demote, discharge, or take other disciplinary action against employees for just cause; and to relieve employees from duties due to lack of work or funds.
14. To determine, establish, set and implement policies for the selection, training, and promotion of employees, consistent with the Civil Service Act.
15. To create, establish, change, modify, subcontract, merge, sell and discontinue any City function, operation, and department.
16. To establish, implement, modify, and change financial policies, accounting procedures, price of services, public relations and procedures and policies for the safety, health, and protection of City property and personnel.
17. To adopt, modify, change, enforce, or discontinue any existing rules, regulations, procedures and policies that are not in direct conflict with any provisions of the Agreement, including policies governing attendance, substance abuse, drug or alcohol testing, and to establish the disciplinary consequences of violations.

18. To establish, select, modify, change, or discontinue equipment, materials, and the layout and arrangement of machinery.
19. To determine the size and character of inventories and their disposal.
20. To determine and enforce quality and quantity standards.
21. To engage consultants for any function or operation of the City.
22. To sell, transfer, lease, rent or otherwise dispose of City equipment, inventories, tools, machinery, or any other type of property or service.
23. To establish, adopt, modify, change, and discontinue any type of processes, production, maintenance, service, or facilities.
24. To control the use of property, machinery, inventories, and equipment owned, leased, or borrowed by the City.
25. To determine which services are to be rendered, supplied, or discontinued.
26. To establish, implement, change, modify, adjust, and discontinue any process, technique, method, or service, and the type of machinery or equipment to be used or operated by the City or any contractor or subcontractor.
27. To determine the location, establishment, and organization of the Department, and to relocate same.
28. To classify jobs and to allocate individual employees to appropriate classifications based upon duty assignments, consistent with the Civil Service Act.

SECTION 2. The listing of the foregoing management rights will not be deemed to exclude other rights of management not specifically listed. Any other right relating to management of the City's business and the direction of the work force, which the City has not specifically abridged, delegated, or modified by this Agreement, whether or not the City had made use of such power, function, authority and right prior to execution of this Agreement, is specifically retained by the City.

SECTION 3. The City's failure to exercise any power, function, authority, or right in a particular way will not be deemed a waiver of the City right to exercise such

power, function, authority, or right in a different manner, or preclude the City from exercising such power, function, authority or right in the future.

SECTION 4. In the event of any ambiguity between this Article and another Article of this Agreement, the terms of this Article will control. The City's exercise of its management rights will not be subject to the grievance and arbitration provisions of this Agreement.

SECTION 5. This contract shall follow state and federal laws as they are adopted, including but not limited to LB 791 amending Neb. Rev. Stat. §81-1377 and §81-1425, enacted in the 2018 Nebraska Legislative Session. Nothing in this contract shall be construed to restrict, limit, or impair the rights, powers, and authority of the City as granted to it under Nebraska and federal laws. Nebraska and federal laws will prevail over any contrary provision in the contract. TA 08/27/18

ARTICLE 34

TAKE HOME CARS

SECTION 1. Take Home Cars shall be assigned in the Chief's discretion. The primary criteria to be used by the Chief when assigning take home cars is the performance of job duties during the employee's off duty hours.

IN WITNESS THEREOF, THE PARTIES HERETO have executed this Agreement on the ____ day of _____, 2018+6. TA 10/04/18

CITY OF BELLEVUE

BELLEVUE POLICE COMMAND STAFF
ASSOCIATION/FOP LODGE 59

MAYOR

PRESIDENT

Approved by the Bellevue City Council on this ____ day of _____, 2018+6. TA 10/04/18

ATTEST

CITY CLERK

APPENDIX I

AUTHORIZATION FOR PAYROLL DEDUCTION

BY:

(Print last name, first name, middle name)

Classification: _____

Social Security
Number: _____

TO THE CITY OF BELLEVUE

Effective the ____ day of _____ 20____ hereby request and authorize you to deduct from my earning on the first payroll period of each month, a sufficient amount to provide for the regular payment of the rate of month BPCSA dues as certified by the BPCSA. The amount deducted shall be paid to the Bellevue Police Command Staff Association bank account. The authorization shall remain effective unless determined by me by written notice to the City.

Signature: _____

Address: _____

City: _____

State: _____

Date: _____

APPENDIX II

INSURANCE POLICY

The Group Medical Insurance Plan, as written for employees, is incorporated by reference into this Agreement. The Group Dental Plan, as written for employees of the City, is incorporated by this reference into this Agreement. The Life Insurance Plan, as written for employees of the City, is incorporated by this reference into this Agreement. The Long Term Disability Insurance Plan, is incorporated by this reference into this Agreement.

APPENDIX III

WORK SCHEDULE FOR
12 HOUR DUTY SHIFT

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 WORK	2 OFF	3 OFF
4 OFF	WORK	6 WORK	7 OFF	8 OFF	9 WORK	10 WORK
11 WORK	12 OFF	13 OFF	14 WORK	15 WORK	16 OFF	17 OFF
18 OFF	19 WORK	20 WORK	21 OFF	22 OFF	23 WORK	24 WORK
25 WORK	26 OFF	27 OFF	28 WORK	29 WORK	30 OFF	31 OFF

APPENDIX IV

POLICE RETIREMENT

~~The City and BPCSA agree to address police retirement issues as they relate to enhancing the current benefits. This action will address the current retirement short fall previous identified by comparable police contracts.~~

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RESOLUTION NO 2018-32

WHEREAS, the Collective Bargaining Agreement with the Bellevue Police Command Staff Association expired September 30, 2018; and,

WHEREAS, the City and representatives of the Bellevue Police Command Staff Association have concluded negotiations for a new Agreement for the period October 1, 2018, through September 30, 2021, which has been approved by the group's membership, as indicated in the attached communication dated October 15, 2018, which by this reference is made a part hereof; and,

WHEREAS, the proposed bargaining agreement provides for wage and benefits changes that meet the requirements of the legislation governing the Commission of Industrial Relations for comparability.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BELLEVUE, NEBRASKA, that the Collective Bargaining Agreement with the Bellevue Police Command Staff Association providing for the wage and benefit changes for the membership for a three-year period, October 1, 2018, through September 30, 2021, is hereby approved.

DATED this ____ day of _____ 2018.

Rita Sanders, Mayor

ATTEST:

Sabrina Ohnmacht, City Clerk

Approved as to Form:

City Attorney

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CITY OF BELLEVUE VISION STATEMENT AND GOALS

VISION STATEMENT

We want Bellevue to be a community that devotes serious and sustained effort to the enhancement of the city's economic, cultural, historic and natural resources through balanced and responsible urban planning and development practices. We want Bellevue to be a community that contains a variety of housing, employment opportunities, and organizations. We want Bellevue to be a community that has opportunities for everyone to grow and develop in a clean and safe environment.

LAND USE GOALS

Preserve and protect the Air Installation Compatible Use Zone (AICUZ)

Mix land uses at the finest grain the market will permit and include civic / public uses in the mix.

Plan for higher density near commercial centers, transit stops, parks, schools, and civic centers.

PLANNING POLICY GOALS

Define design and site-orientation criteria for commercial / shopping / business centers to encourage all-purpose activity, e.g. walking, parking, community events, etc.

PARK & RECREATION GOALS

Encourage parks and open space within walking distance (i.e. ¼ mile) from the center of every neighborhood.

NATURAL RESOURCES GOALS

Identify and preserve riparian corridors to decrease the likelihood of destructive flooding and provide natural, open space areas in the community.

HOUSING GOALS

Contribute to the metropolitan areas job-housing balance.

Create more choices for all types of housing (single family, multi family, apartments, new construction, rehabilitation) to better serve the increasingly diverse residents of Bellevue

ECONOMIC DEVELOPMENT GOALS

Concentrate commercial centers (employment) in compact centers or districts.

Make shopping centers and business parks into all-purpose activity centers.

TRANSPORTATION GOALS

Keep vehicle miles traveled (VMT) below the metropolitan area average.

Identify and preserve future transportation corridors for the connection of old and new development.

Ensure good north-south and east-west through streets.

NEIGHBORHOOD GOALS

New subdivisions (SIDs) should be designed as interconnected neighborhoods with well-defined centers and edges.

Require street, trail, and pedestrian connections between old and new neighborhoods and between residential and commercial developments, which include convenience shopping opportunities.

COMMUNITY CHARACTER GOALS

Establish design guidelines, for new construction, in areas of civic importance that incorporate: distinctive lighting, landscaping / street trees, and unique architectural character.

PUBLIC FACILITIES GOALS

Identify and preserve school sites and encourage the donation of them if necessary to attract or guide new school development.

City of Bellevue Recommendations

SHORT TERM (1 – 5 Years)

Review and update nuisance ordinance.

Increase code enforcement efforts.

Establish activity center guidelines.

Incorporate activity center guidelines into a zoning overlay district.

Improve site plan review and site development standards.

Develop bonuses in the zoning code for redevelopment areas/sites.

Update zoning ordinance to support clustered residential developments.

Develop ordinances to protect environmentally sensitive areas.

Establish public/private partnerships to implement the Fort Crook Redevelopment Plan.

Promote city recreation activities and opportunities.

Make the AICUZ an asset to the community (i.e. open space, linear park connecting to other park and trail systems) while protecting Offutt Air Force Base from encroachment from development.

Create zoning standards that address landscaping, public amenities, screening, site/building amenities, signage, and parking.

Require that new subdivisions include public green space that is within walking distance.

Establish a partnership between Bellevue and Bellevue University to support business incubator.

Update zoning ordinance to support mixed use developments.

Create flexible commercial-industrial zoning district.

Conduct an affordable housing study, with emphasis on renter occupied housing.

Encourage even distribution of multi-family housing throughout Bellevue.

Encourage greater housing diversity and styles within neighborhoods.

Place trails in active and scenic areas.

Develop a Capital Improvement Plan (CIP).

Develop design guidelines for commercial and industrial areas in the community.

Promote ADA accessibility in older buildings, residential structures, and neighborhoods.

Install storm sewer in areas where appropriate.

Establish a community brand and slogan.

Establish relationships between other area planning municipalities with intent of regional planning.

Work with local utility providers, school districts, etc to create development policies that encourage contiguous development by shifting the cost of development more to developers as they move farther away from the city's fringe.

Incorporate maintenance for facilities into the Capital Improvement Plan (CIP).

Perform comprehensive plan review annually and update the document every 2 – 5 years.

Develop guidelines to implement sustainable development and "green" initiatives.

M I D T E R M (6 – 10 Years)

Work with the county to transfer ownership of rundown properties to the City or non-profits.

Assist residents in the development of neighborhood associations.

Develop entry level housing that is 70% to 80% of current market rate.

Develop residential building and design standards.

Establish a first time housing buyer program through a cooperative effort with the city, local banks, and developers.

Solicit developers to partner with the city for projects in redevelopment areas.

Establish a large industrial park southeast of Offutt.

Set aside environmentally sensitive areas as open space, and work with stakeholders to place these areas in the ownership of public and/or quasi-public agencies.

Establish paving districts that provide better connectivity through the installation of sidewalks.

Where bike lanes or trails are not feasible, increase the sidewalk width to handle larger capacities.

Support regional cooperation to control stormwater management and minimize flooding risk.

Develop a housing rehabilitation assistance program, in conjunction with neighborhood associations, to preserve Bellevue's housing.

Develop historic preservation program to acquire and distribute vacant parcels of land.

Create city-initiated housing program to acquire and distribute vacant parcels of land.

Institute traffic calming measures along appropriate Bellevue roadways.

Develop access management guidelines for major corridors in the community.

Develop a home ownership program designed to attract residents to older neighborhoods.

Institute a second library private fundraising campaign.

Identify neighborhood areas that are primed for conservation or enhancement efforts.

Develop a community signage/wayfinding program.

LONG TERM (10+ Years)

Upon identification of brownfields, work with state, local, and national agencies to clean up sites and encourage redevelopment.

City of Bellevue District Recommendations

OLDE TOWNE

Implement rehabilitation programs for properties in the Old Towne area.

Encourage and allow 2nd floor residential.

Extend 6 to 8 foot sidewalks from the central business district to Haworth Park, and from the central business district to Washington Park, and from the central business district to the northern Offutt entrance.

Improve access to Olde Towne.

Increase housing style/diversity in Olde Towne.

Extend Mission Avenue streetscape to Haworth Park.

Establish a historic walking tour of Olde Towne.

Establish consistent signage for historic buildings and areas.

CENTRAL

Evaluate east/west connector roads.

Establish trails that connect parks and neighborhoods.

Convert either Cascio Pool or Dowding Pool to a water park.

Evaluate students' needs of Bellevue University that would affect land use decisions.

Build on the success of the Galvin Road commercial/residential transition.

Create consistent sidewalk network that joins popular pedestrian activity centers, including: Bellevue East, the library, Bellevue University, Offutt, the community center, and Dowding Pool.

Enhance the northern Offutt entrance, on Lincoln Road.

Establish and foster partnerships between the city, Bellevue University, and area developers.

Promote central location.

FONTENELLE

Capitalize on 'forest' theme.

Establish street paving standards and criteria.

Preserve land for open space and trails.

Establish trail network.

Promote affordable housing option.

BELLEVUE BOULEVARD WEST

Promote infill development.

Redevelop Fort Crook road.

Establish linkages to Fontenelle Forest and other area activities and amenities.

Rehabilitate existing parks.

Replace antiquated playground equipment with modern equipment.

Better integrate commercial areas with residential areas.

Encourage greater diversity of housing styles and price ranges.

Make this area more pedestrian friendly.

INDUSTRIAL

Rezone area to encourage redevelopment.

Promote infill development opportunities.

Establish landscaping buffering requirements to shield unpleasant views.

Study and review 15th and Cornhusker Road intersection.

NORTHWEST

Promote housing rehabilitation programs.

Extend Papio Trail connector points with other parks.

Promote infill development opportunities.

Establish sidewalk network in areas of high pedestrian activity, including Bryan High, Gross, Bellevue West.

Encourage additional commercial and retail development.

Link parks via a trail system.

SOUTHWEST

Encourage greater housing diversity and style within neighborhoods.

Encourage a greater mix of retail and commercial land uses.

Integrate Papio Trail with neighborhoods.

Make this district more pedestrian friendly.

1.0 Introduction

1.1 Definition of a Comprehensive Plan

A comprehensive plan, also known as a comprehensive development plan as defined by Nebraska state statutes, establishes a vision for future growth over a 20- to 30-year period. Comprehensive plans are anticipatory, forward thinking, and long range in nature. A comprehensive plan is a tool that is designed and developed to help a community determine its needs and set goals and recommendations to direct future development. The plan should serve as the foundation for local planning programs, policies, and principles.

The Bellevue Comprehensive Plan was created to serve the needs of citizens, city staff, and elected and appointed officials. The goals, policies, and recommendations described in this plan are based on information gathered during public forums, a community assessment survey, and several meetings with an advisory committee. The Bellevue Comprehensive Plan describes a future vision of the community and also recommends a method for attaining this vision.

The Bellevue Comprehensive Plan was created in accordance with the following key planning principles:

- 1.) The Bellevue Comprehensive Plan is intended to be used as a guideline and decision-making tool for community development. This document is broad in its approach and does not include specific lot-level recommendations.
- 2.) The Bellevue Comprehensive Plan expects that public policy decisions, in concert with market forces, will determine the implementation timeline.
- 3.) The Bellevue Comprehensive Plan is governed by Bellevue zoning and subdivision regulations.
- 4.) The Bellevue Comprehensive Plan contains recommendations that promote quality development that is congruent with the vision of the community.

1.2 Purpose of the Bellevue Comprehensive Plan

The purpose of a comprehensive plan is to describe what a community wants to become in the future. This description is best accomplished by establishing accurate population projections, determining future land use needs, anticipating growth patterns, and making land-use recommendations that ensure the health, safety, and general welfare of all residents.

Successful execution of the Bellevue Comprehensive Plan will ensure predictable, orderly, and contiguous growth that follows existing infrastructure. The plan also identifies future infrastructure improvements and park placements, as well as the location of future residential, commercial, and industrial growth areas. The Bellevue Comprehensive Plan conforms to Nebraska state statutes. It will function as a guideline, or compass, for the Bellevue Planning Commission and will help steer and direct Bellevue planning policy.

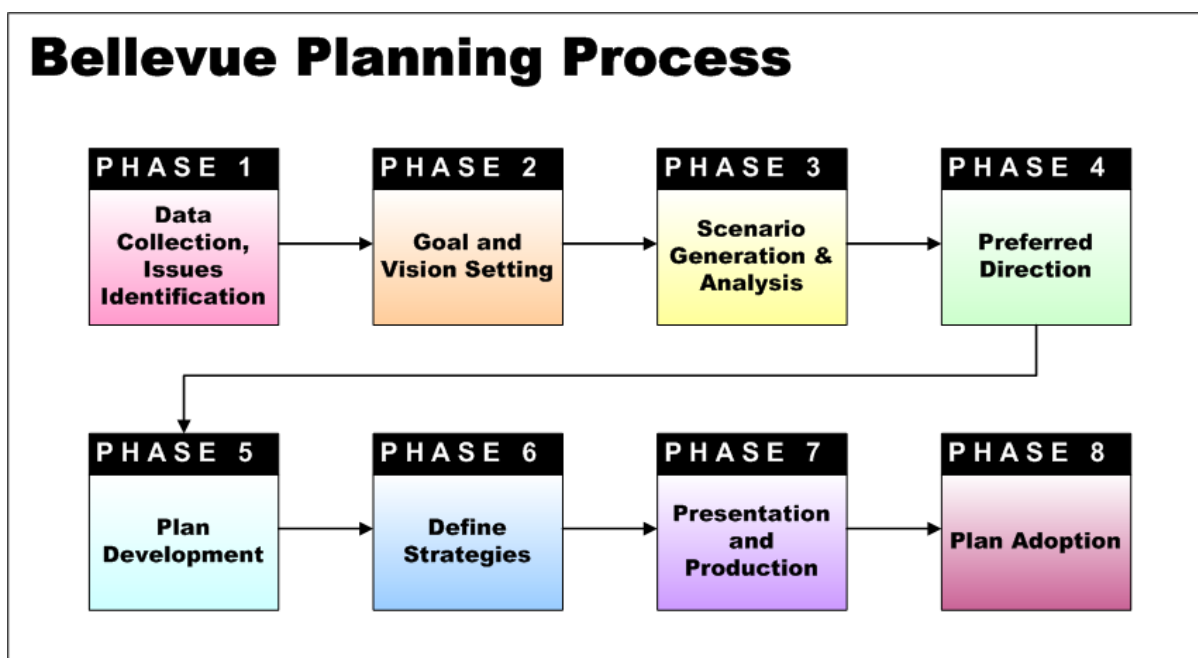
1.3 Bellevue Comprehensive Planning Process

The city of Bellevue first assembled an advisory committee to help steer the direction of the comprehensive plan. The committee consisted of members of the Planning Commission and area regional planning authorities, individuals from the business community, and interested community residents. Advisory committee and community feedback served as the basis for the development of the Bellevue Comprehensive Plan. The life cycle of Bellevue's planning process consisted of eight phases.

In the initial phase, we worked to develop a sound understanding of existing conditions in the community by collecting data and identifying important issues. Phase two involved summarizing the data and then working with the community to define goals and visions, which then set the tone for the development of the comprehensive plan. Phase three involved the creation of alternative development scenarios and the identification of the advantages and disadvantages of each scenario. In phase four, the planning staff and advisory committee selected a preferred direction. Phase five consisted of developing a draft comprehensive plan. Phase six explored specific implementation strategies that the community could undertake to fulfill the visions, goals, and guiding principles described within the draft.

The completed plan was then presented to both the Planning Commission and the City Council in phase seven. The final step was the formal adoption of the plan by the Planning Commission and the City Council. Ongoing implementation ensures that Bellevue is consistent with the guidelines detailed within the plan.

The Bellevue Comprehensive Plan was developed over the course of several months. The advisory committee met several times during the planning process to provide critical input and guidance on land use and community development issues. Interviews, work sessions, and qualitative surveys were used to gather input on current Bellevue challenges and future opportunities.



1.4 Elements of the Bellevue Comprehensive Plan

The Bellevue Comprehensive City Plan contains ~~five~~ **six** major sections:

- **Introduction.** This section introduces basic comprehensive planning concepts and processes.
- **Vision and Goals.** This section describes the community vision and goals.
- **Land-Use Plan.** This section first evaluates Bellevue's existing land-use characteristics and then describes a development concept that embodies the values, vision, and goals of the Bellevue community.
- **Transportation Plan.** This section contains a detailed evaluation of Bellevue's existing transportation system conditions, access management system, and suggested street system improvements.
- **Energy Element.** This section assesses energy infrastructure and energy use by sector, including residential, commercial and industrial sectors; evaluates utilization of renewable energy sources; and promotes energy conservation measures that benefit the community.
- **Recommendations.** This section consists of specific short-term, mid-term, and long-term strategies that Bellevue can implement to achieve its community goals.
- **Appendices**
 - Terms
 - Background
 - History
 - Demographics
 - Parks and Recreation
 - Public Facilities
 - Schools
 - Utilities
 - Community Character Assessment

- Community Survey
- Development Alternatives

2.0 Vision and Goals

Planning for a community's future is an ongoing process of setting goals and solving existing problems that face the community to establish livable places. Planning also provides a powerful tool that people can use to achieve their vision for the future.

2.1 Community Vision

In simple terms, a vision is an image of a future that a community seeks to achieve. Effective vision statements are detailed, inspiring, and help motivate a community to advance toward this desired future state.

A community's vision is, first and foremost, concerned with values. Vision statements embody and depict values that are near and dear to community residents. The purpose of a vision statement is to provide community residents with an image of what the future would look like if those things valued became reality. The power of a vision to motivate, energize, and galvanize a community is dependent on how well it captures those things community residents deeply desire.

Community leaders gain new insight about what is not wanted and what changes residents are willing to make and accept by first establishing a clear and easy-to-understand vision statement that describes a community's wants and needs.

Early in the planning process, the Bellevue Comprehensive Plan steering committee members participated in an exercise to help identify community values in Bellevue. The results of this exercise identified the following key vision statements that embody and encompass a desired future that Bellevue can achieve:

We want Bellevue to be a community that devotes serious and sustained effort to the enhancement of the city's economic, cultural, historic, and natural resources through balanced and responsible urban planning and development practices. We want Bellevue to be a community that contains a variety of housing, employment opportunities, and organizations. We want Bellevue to be a community that has opportunities for everyone to grow and develop in a clean and safe environment.

2.2 Community Goals

Vision statements describe a future state, but goals provide purpose and direction. Although general in nature, goals describe how a community can attain its vision. Goals are statements that indicate a desired result that is typically long term and strategic.

Transportation

- Keep vehicle miles traveled (VMT) below the metropolitan area average.
- Identify and preserve future transportation corridors for the connection of old and new developments.

Land Use

- Preserve and protect the Air Installation Compatible Use Zone (AICUZ).
- Mix land uses at the finest grain the market will permit; and include civic, or public, uses in the mix.
- Plan for higher density near commercial centers, transit stops, parks, schools, and civic centers.

Neighborhoods

- Design new subdivisions as interconnected neighborhoods with well-defined centers and edges.
- Require street, trail, and pedestrian connections between old and new neighborhoods and between residential and commercial developments, including convenience-shopping opportunities.

Housing

- Contribute to the metropolitan area's job-housing balance.
- Create more choices for all types of housing (single family, multifamily, apartments, new construction, and rehabilitation) to better serve the increasingly diverse residents of Bellevue.

Parks and Recreation

- Encourage parks and open space within walking distance (i.e., ¼ mile) from the center of every neighborhood.

Public Facilities

- Identify and preserve sites for new schools, and encourage the donation of land if necessary to attract or guide new school development.

Natural Resources

- Identify and preserve riparian corridors to decrease the likelihood of destructive flooding, and provide natural open-space areas in the community.

Economic Development

- Concentrate commercial centers (employment) in compact centers or districts.
- Make shopping centers and business parks into all-purpose activity centers.

Planning Policy

- Define design and site-orientation criteria for commercial, shopping, and business centers to encourage all-purpose activities, e.g., walking, parking, community events, etc.

Community Character

- Establish design guidelines for new construction in areas of civic importance that incorporate: distinctive lighting, landscaping such as street trees, and unique architectural character.

2.3 Strategic Planning

On January 4, 2017 the Bellevue City Council adopted a 2017-2019 Strategic Planning document which re-confirmed the previously adopted goal, mission, vision, and core values statements for how the City will operate and serve the community. These statements, along with the vision and goals listed above, can jointly be implemented to bring about successful growth and development of the City.

Strategic Plan Mission Statement

To be one of the nation's best cities in terms of fiscal responsibility, environmental stewardship, innovation, integrity, continuous growth, and economic vitality.

Bellevue will provide exceptional customer service, uphold the public interest and advance the Community Vision.

Strategic Plan Organizational Vision Statement

Be a collaborative and innovative organization that is future-focused and committed to excellence.

Strategic Plan Core Values

Stewardship
Innovation
Integrity
Commitment to Employees
Exceptional Public Service
Community Participation

3.0 Land-Use Plan

All land within the community must be inventoried before making land-use projections. Existing land-use categories are more detailed and descriptive than zoning districts because these categories identify what is actually built, not just planned. The following section of the comprehensive plan evaluates the location and total area of all types of land use in Bellevue.

3.1 Existing Land Use

The Existing Land Use section approximates the total acres of each type of land use in Bellevue. Much of Bellevue's population resides outside the city limits but inside Bellevue's extraterritorial jurisdiction (ETJ) area, so the existing land use in Bellevue are reported for two areas—the area inside Bellevue's city limits and the area inside Bellevue ETJ.

The breakdown of land use in these two areas is first summarized. This summary is followed by detailed information about each type of land use.

Table 3-1 lists the total acres and the corresponding percentages of total land area for each type of land use within Bellevue's city limits, as well as within Bellevue's ETJ area. Land-use types are listed in the far left-hand column and the acres and percentages are listed to the right of that column. The pale yellow columns list the acres and percentages for each type of land use within the Bellevue city limits, the pale green columns list the acres and percentage of area within Bellevue's ETJ area, and the pale blue columns list the total acres and percentages for each type of land use from the combined area—within the city limits and the ETJ area.

Bellevue Existing Land Use

Land Use Type	Area Inside City Limits	% of Area Inside City	Area Inside ETJ (Acres)	% of Area Inside ETJ	Total Area	% of Total Area
Single-Family Residential	3,678.6	49.8%	1,905.7	12.2%	5,584.3	24.4%
Medium Density Residential	316.6	4.3%	103.9	0.7%	420.5	1.8%
Mobile Home	69.8	0.9%	0.0	0.0%	69.8	0.3%
Office	86.3	1.2%	31.2	0.2%	117.6	0.5%
Retail	328.5	4.4%	106.5	0.7%	434.1	1.9%
Major Commercial	115.2	1.6%	0.0	0.0%	115.2	0.5%
Hotel	19.9	0.3%	10.3	0.1%	30.2	0.1%
Light Industrial	40.6	0.5%	36.6	0.2%	77.2	0.3%
Heavy Industrial	68.7	0.9%	63.8	0.4%	132.5	0.6%
Manufacturing	63.4	0.8%	0.0	0.0%	63.4	0.3%
Park	544.1	7.4%	652.7	4.2%	1,196.7	5.2%
Open Space	511.5	6.9%	644.5	4.1%	1,156.1	5.0%
Educational	438.7	5.9%	75.5	0.5%	514.3	2.2%
Medical Hospital	12.9	0.2%	32.9	0.2%	45.9	0.2%
Civic	156.1	2.1%	70.6	0.4%	226.7	0.9%
Public	16.0	0.2%	8.8	0.1%	24.8	0.1%
Utilities	304.4	4.1%	87.7	0.5%	392.1	1.7%
Vacant Lots	294.7	3.9%	759.2	4.9%	1,053.9	4.6%
Agriculture	315.9	4.2%	10,956.8	70.5%	11,272.7	49.2%
Total	7,382.4	100%	15,546.0	100%	22,928.4	100%

Table 3-1: Bellevue Existing Land Use

Bellevue City Limits (pale yellow columns)

The City of Bellevue contains approximately 7,382 acres. Single-family residential occupies the largest number of acres and represents the largest percentage of land-use area, 49.8 percent, within the city limits. Parks and open spaces account for the second largest land use within Bellevue's city limits, representing 14.3 percent of the total land-use area. The remaining use of land in Bellevue is well diversified. No other category of land use represents more than 6 percent of Bellevue's total available land-use area.

Bellevue Extraterritorial Jurisdiction (pale green)

Bellevue's ETJ area contains approximately 15,546 acres. Agricultural use represents the major type of land use, accounting for 10,956 acres, or 70.5 percent, of the available land. Single-family residential represents the second-most popular category and accounts for 12.2 percent of the total land area. Much of Bellevue's recent residential growth has occurred within the ETJ area. An increasing amount of land, currently designated for agriculture use, is expected to be developed for use as low-density residential. Parks and open spaces occupy 1,287 acres, or 8.3 percent, of the total land in the ETJ area. These land-use categories—agriculture, low-density residential, and parks and open spaces—are the dominant categories found within the ETJ area. No other category occupies more than 1 percent of the land, with the exception of vacant lots.

Total Bellevue Land-Use Area (pale blue)

The total percentage of Bellevue's available land-use area, including the area within the city limits and the ETJ area, devoted to ~~low-density~~ single-family residential is 24.4 percent. Nearly 50 percent of Bellevue's available land-use area is used for agriculture.

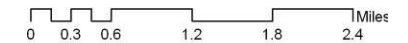
Bellevue Comprehensive Plan

Bellevue, Nebraska

Existing Land Use

Legend

- Single Family Residential
- Medium Density Residential
- Mobile Home
- Office
- Retail
- Major Commercial
- Hotel
- Light Industry
- Heavy Industry
- Manufacturing
- Offut Air Force Base
- Park
- Open Space
- Educational
- Medical Hospital
- Public
- Quasi-Public
- Utilities
- Vacant Lots
- Agriculture
- Bellevue ETJ
- Bellevue City Limit



Map 3-1: Existing Land Use

Single-Family Residential

Like most Nebraska communities, Bellevue is predominately a community of single-family residences. Bellevue's early residential sections, especially near Olde Towne, were platted in a grid-like pattern. These neighborhoods typically had lots that were deep and narrow and contained up to 12 lots, or houses, per block. Early residential growth occurred near Olde Towne and along Bellevue Boulevard. Recent development is occurring primarily in the southwest, although pockets of vacant sites continue to be developed throughout Bellevue. Bellevue's newer residential areas consist primarily of curvilinear streets and are more suburban in character. A large percentage of homes, 30.2 percent, were constructed between 1970 and 1979. The prevailing housing style during this decade was ranch and split-entry homes.



Photo 3-1: A Bellevue Single-Family Residence

The land-use inventory identified single-family residential as occupying a total of 3,678 acres, or 49.8 percent of the available land-use area, within the city limits. Another 1,906 acres of land is designated as single-family residential in the ETJ area. This type of land use occupies 5,634 acres, or 20.6 percent of the total available land-use area, in Bellevue when both areas (the area within the city limits and the ETJ area) are combined.

Mobile Home Residential

Mobile homes are typically manufactured in factories instead of on-site and, as a result, are often less expensive than homes built on site. Mobile home districts provide housing alternatives to the citizens of Bellevue. Bellevue contains two mobile-home parks. Bellevue's largest mobile home park is located south of 29th Avenue, between Franklin Street and Hancock Street. Bellevue's second mobile home park is more centrally located—just south of Highway 370 and east of Fort Crook Road.



Photo 3-2: A Bellevue Mobile-Home Residence

Mobile home parks occupy 69 acres, or less than 1 percent of the available land-use area, within Bellevue's city limits. Bellevue does not have any mobile-home parks in the ETJ.

Multifamily Residential

Multifamily residences are buildings that accommodate two or more families. Examples include apartment complexes, duplexes, and townhouses. Apartment buildings appear to be the most popular multifamily residence in Bellevue.

Multifamily residences are scattered throughout the city and account for a total of 316 acres, or 4.3 percent of the available land-use area. Multifamily residences are also scattered throughout Bellevue's ETJ area and account for a total of 103 acres, or 0.6 percent of the available land-use area. Multifamily residences occupy a total of 420.5 acres, or 1.8 percent, of the total available land in Bellevue when both areas are combined.



Photo 3-3: A Bellevue Multifamily Residence

Office

Office buildings and land function as employment centers for Bellevue residents. Bellevue recently constructed the Lockheed Martin building near Lakewood Villages on Maass Road and the Northrop Grumman building on Samson Way.

Most office buildings and land are located within Bellevue's city limits and occupy 86 acres, or 1.1 percent, of the available area. They occupy another 31 acres, or 0.2 percent, of the available land in Bellevue's ETJ area. This type of land use occupies 117 acres, or 0.5 percent, of the total available land in Bellevue when both areas are combined.



Photo 3-4: A Bellevue Office Building

Retail and Commercial

Bellevue's retail centers and commercial districts are primarily located in the following areas: along Fort Crook Road, Cornhusker Road between 25th Street to the west and Kennedy Freeway to the east, near the intersection of Galvin Road and Harvell Drive, in Olde Towne, and in the Twin Creek area at 36th Street and Highway 370. Smaller retail centers are scattered throughout the community. Olde Towne was Bellevue's original central business district and still provides a variety of niche and "mom-and-pop" retail and commercial shops. The emergence of Fort Crook Road in the 1950s transferred most retail and commercial activity to this highly active corridor. The amount of commercial activity along Fort Crook Road has waned over the past several decades, largely resulting from the transference of traffic from Fort Crook Road to the Kennedy Freeway. Today, the intersection of the Kennedy Freeway with Cornhusker and the Twin Creek area have become Bellevue's most active retail centers.



Photo 3-5: The Bellevue Olde Towne Commercial District

Retail centers and commercial districts occupy a total of 443 acres, or 5.9 percent, of the available land within Bellevue's city limits and 105.6 acres, or 0.6 percent, within the ETJ area. This type of land use occupies 272.9 acres, or 1 percent, of the total available land in Bellevue when both areas are combined.

Hotel

Hotels and motels provide lodging for individuals who live outside Bellevue. Most Bellevue hotels are located within the city limits, along Fort Crook Road, Cornhusker Road, or Highway 370. Several hotels and motels are also located in the ETJ area.



Photo 3-6: The Bellevue Holiday Inn Express Hotel

Hotels and motels currently occupy 19.9 acres, or 0.2 percent, of the available land-use area within Bellevue's city limits and 10.2 acres, or less than 1 percent, within the ETJ area. This type of land use occupies a total of 30.2 acres, or less than 1 percent, of the total available land in Bellevue when both areas are combined.

Industrial and Manufacturing

Bellevue's industrial and manufacturing centers are generally clustered around Fort Crook Road and at the southeastern corner of Bellevue, near the intersection of Industrial Drive and Harlan Lewis Road. Patches of industrial and manufacturing centers are also located at the southeast corner of the intersection of 13th Street and Capehart Road, at the intersection of 5th Street and Harlan Lewis Road, and at the intersection of 25th Street and Josephine Street.

Bellevue contains a total of 172.7 acres of industrial and manufacturing centers within the city limits—a surprisingly low 2.2 percent of the available land. Another 100.3 acres, or less than 1 percent, are located in the ETJ area. This type of land use occupies 272.9 acres, or 1 percent, of the total available land in Bellevue when both areas are combined.



Photo 3-7: The Bellevue Industrial Yard

Parks and Open Space

Bellevue's largest recreational attraction is Haworth Park. This large regional park is situated on 155 acres and is located at the intersection of Highway 370 and Payne Drive. The park offers playground facilities, ball fields, an ice rink, tennis courts, and scenic vistas overlooking the Missouri River, as well as a broad range of recreational activities, including picnicking and hiking, and camping facilities. In addition, Bellevue has 33 other miniparks and neighborhood and community parks. Open space includes floodplains, naturally wooded areas, and open areas between subdivisions and neighborhoods.

The city is currently developing the area commonly known as Kramer Park, just north of Haworth Park. This area is planned to be developed with recreation fields, open space, trails, a small lake, and a wooded natural area. Kramer Park will add approximately 130 acres to the city's park inventory.



Photo 3-8: Everett Park

Parks and open space account for 1,055 acres, or 14.3 percent, of the available land within Bellevue's city limits and 1,297 acres, or 8.2 percent, in the ETJ

area. This type of land use occupies 2,367 acres, or 8.7 percent, of the total available land in Bellevue when both areas are combined.

Educational

Educational facilities include elementary and secondary schools, universities, and administration buildings. Bellevue is served by four public school districts: Bellevue, Papillion-La Vista, Omaha, and South Sarpy. Other educational facilities include Bellevue University, several private schools (including St. Mary Elementary School, Bellevue Christian Academy, and Cornerstone Christian), and the Bellevue's new public school administration building. Several large educational facilities border Harvell Drive. Bellevue East High School is located one block south of Harvell Drive, on High School Drive. Bellevue University continues to expand on land located at the southwest corner of Harvell Drive and Galvin Road. Logan Fontenelle Middle School, Wake Robin Elementary, and Bellevue Christian Academy are all located just north of Harvell Drive, between Kayleen Drive and Lincoln Road. Gross High School and Bryan High occupy large swaths of land in northwest Bellevue.



Photo 3-9: Bellevue Avery Elementary School

Bellevue's educational institutions are overwhelmingly located within the city limits, occupying 438.7 acres, or 5.9 percent, of the available land. Educational institutions occupy another 75.5 acres, or less than 1 percent, in the ETJ area. This type of land use occupies 514.2 acres, or 2.2 percent, of the total available land in Bellevue when both areas are combined.

Medical and Hospital

Medical facilities include health clinics, outpatient health facilities, community health services, and nursing homes. ~~Currently, Bellevue does not have a full-service hospital that is open to the general community.~~ The Ehrling Bergquist Clinic, located at 2501 Capehart Road, ~~only provides medical services to active or retired military personnel.~~ ~~However,~~ On May 16, 2006, the Nebraska Medical Center announced plans to build a new hospital at the southwest corner of 25th Street and Highway 370. This 200,000-square-foot facility **was completed in 2010** and will include **s** emergency services, intensive care, inpatient and outpatient surveys, and other health-care services. The hospital ~~is expected to include~~ **s 60 91 private inpatient and observation beds. The 270,000 square foot hospital also includes an attached 62,000 square foot medical office building.** This facility, which has an estimated cost of approximately \$58 million, is expected to open in April 2010.



Photo 3-10: Medical Office Building

Medical facilities occupy 12.9 acres, or less than 1 percent, of the total land within Bellevue's city limits. Perhaps surprisingly, the medical facilities and hospital occupy 32.9 acres in the ETJ area, which only accounts for less than 1 percent of Bellevue's ETJ total land area. This type of land use occupies 45.9 acres, or 0.2 percent, of the total available land in Bellevue when both areas are combined.

Quasi-Public

Quasi-public lands and facilities are those that are privately owned but available to the public. Bellevue's quasi-public lands and facilities include churches, cemeteries, and community centers.

Quasi-public lands and facilities occupy only 16 acres (less than 1 percent) and 8.7 acres (0.5 percent) of the total land in Bellevue's city limits and in Bellevue's ETJ area, respectively. This type of land use occupies 24.8 acres, or less than 1 percent, of the total available land in Bellevue when both areas are combined.

Public

Public land includes land and buildings that are owned and operated by the City of Bellevue, including City Hall, the police station, the four fire stations, the fire training facility and conference center, ~~and~~ the library, ~~and so on.~~

As expected, most public land is located within Bellevue's city limits and occupies a total of 283.8 acres, or 3.8 percent, of the total land. Public land occupies another 70.5 acres in Bellevue's ETJ area. Fire station #4, located at 13501 South 25th Street, is an example of public land located inside Bellevue's ETJ area. This type of land use occupies 354.4 acres, or 1.5 percent, of the total available land in Bellevue when both areas are combined.



Photo 3-11: The Presbyterian Church



Photo 3-12: Bellevue Library

Utilities

Utilities include wastewater treatment plants, substations, electrical transformers, and lift stations. Bellevue's former Kramer Power Plant, located on land north of Haworth Park, constitutes the largest percentage of Bellevue's utility land-use area. However, this land is currently undergoing a transition. The Kramer facility is ~~being~~ **has been** dismantled and a new city park is ~~expected to be~~ **being** developed on this land. Once that occurs, the number of acres of utility land use will decrease significantly. The existing Kramer land is designated as a utility land use in this comprehensive plan.

Utilities occupy 176.7 acres, or 2.4 percent, of the total land in Bellevue's city limits. An additional 87.6 acres of land is occupied by utilities in Bellevue's ETJ area. This type of land use occupies 264.4 acres of the total available land in Bellevue when both areas are combined.



Photo 3-13: Bellevue Utility Line

Vacant Lots

Vacant lots are lots that do not contain permanent buildings. Many of Bellevue's existing vacant lots are in the process of being developed or will be developed soon. The land-use survey considered empty lots in new subdivisions as being vacant. These vacant lots are distributed throughout Bellevue. ~~A large clustering of vacant lots can be found at the southeast corner of 25th Street and Chandler Road, at the southeast corner of 36th Street and Cornhusker Road, near Twin Creek Cinema, and throughout Lakewood Villages.~~



Photo 3-14: Bellevue Vacant Lot

Vacant lots comprise a total of 294.6 acres, or 3.9 percent, of the available land within Bellevue's city limits and 759.2 acres, or 4.8 percent, in the ETJ area. This type of land use occupies 1,053.8 acres, or 4.6 percent, of the total available land in Bellevue when both areas are combined.

Agriculture

Historically, most of Nebraska's nonurbanized areas were for agriculture. Rapid urbanization has led to more-and-more farmland being developed. This urbanization is partly a result of more jobs in Nebraska's growing cities. Another trend in agriculture that has led to farmland conversion is the consolidation of farming. Together, these factors result in less-and-less agricultural land near and adjacent to cities.

Bellevue is somewhat unique in that quite a bit of agriculture is still conducted within the city limits. A total of 315.9 acres, or 4.2 percent, of the available land within Bellevue's city limits is used for agriculture. Bellevue's ETJ area has retained most of its rural character, with agriculture as the predominant type of land use. A total of 10,956.7 acres, or 70.4 percent, is used for agriculture in the ETJ area. As Bellevue continues to grow and develop land within this area, the number of acres used for agriculture is expected to decrease. This type of land use occupies a total of 11,272.7 acres, or 49.1 percent, of the available land in Bellevue when both areas are combined.



Photo 3-15: Bellevue Agriculture Land

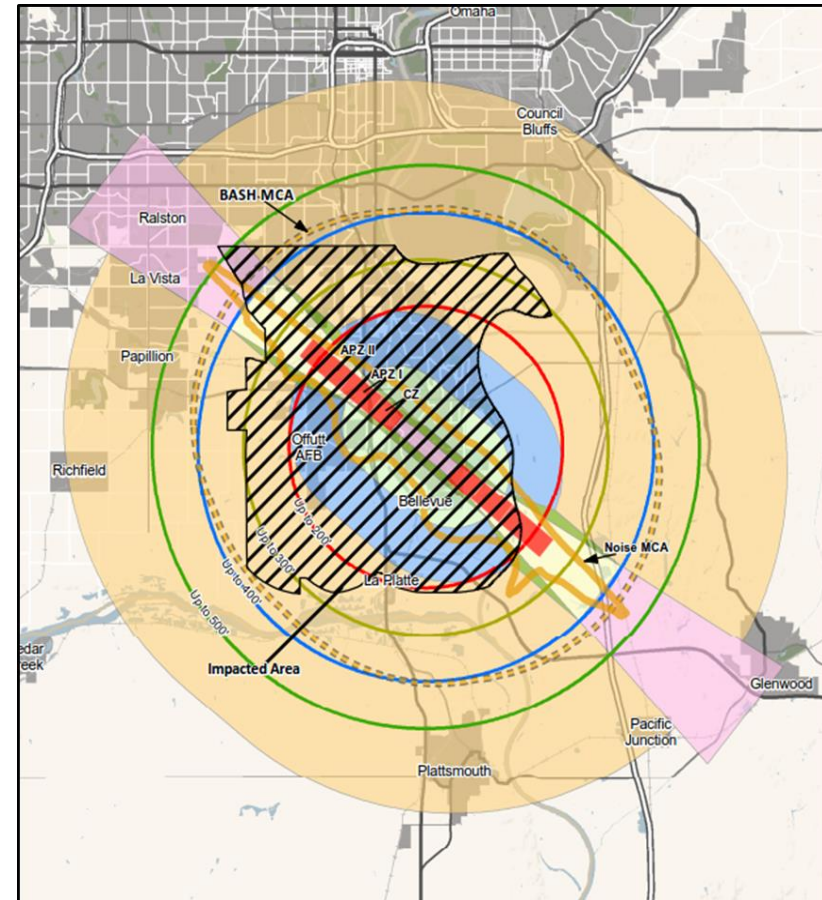
Offutt Air Force Base Offutt Air Force Base Joint Land Use Study Background

The Joint Land Use Study (JLUS) is a land use plan with specific implementation actions to ensure that civilian growth and development are compatible with vital training, testing, and other military operations at Offutt Air Force Base (AFB). The JLUS process promotes and enhances civilian and military communication and collaboration, serves as a catalyst to sustain the military mission, and promotes the public health, safety, quality of life, and economic viability of the region. The intent of this planning effort is to foster and enhance an ongoing working relationship between Offutt AFB, federal and state agencies, neighboring jurisdictions, and local organizations.

The Offutt AFB JLUS Area was designed to address all lands near Offutt AFB that may impact current or future military operations or be impacted by these military operations. A key strategy to guide compatible development and activities without over-regulation is the establishment of five Military Compatibility Areas (MCAs) and a Military Compatibility Area Overlay District (MCAOD). The proposed Offutt AFB MCAOD is an area that incorporates all of the MCAs.

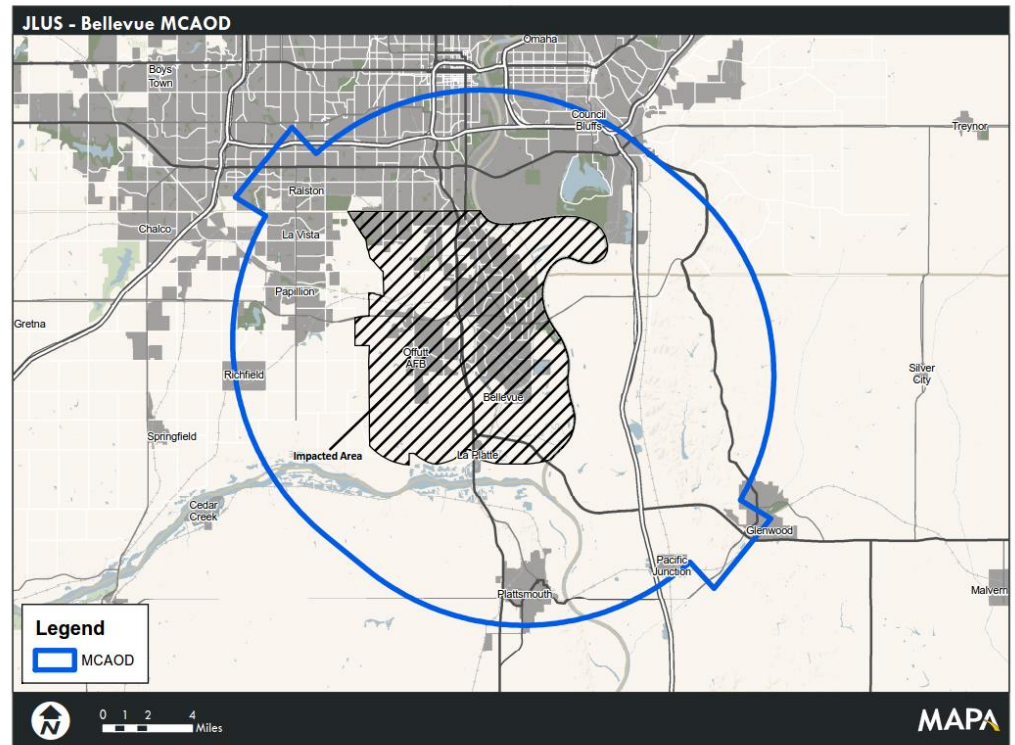
The MCAs, outlined in the image to the right, were designated to accomplish the following:

- 1) Promote an orderly transition between community and military land uses to ensure land use compatibility;
- 2) Protect public health, safety, and welfare;
- 3) Maintain operational capabilities of military installations and areas;
- 4) Promote an awareness of the size and scope of military training areas, while protecting areas separate from the actual military installation (e.g., critical air space) used for training purposes; and
- 5) Establish compatibility requirements within the five designated areas within the MCAOD.



Military Compatibility Area Overlay District (MCAOD)

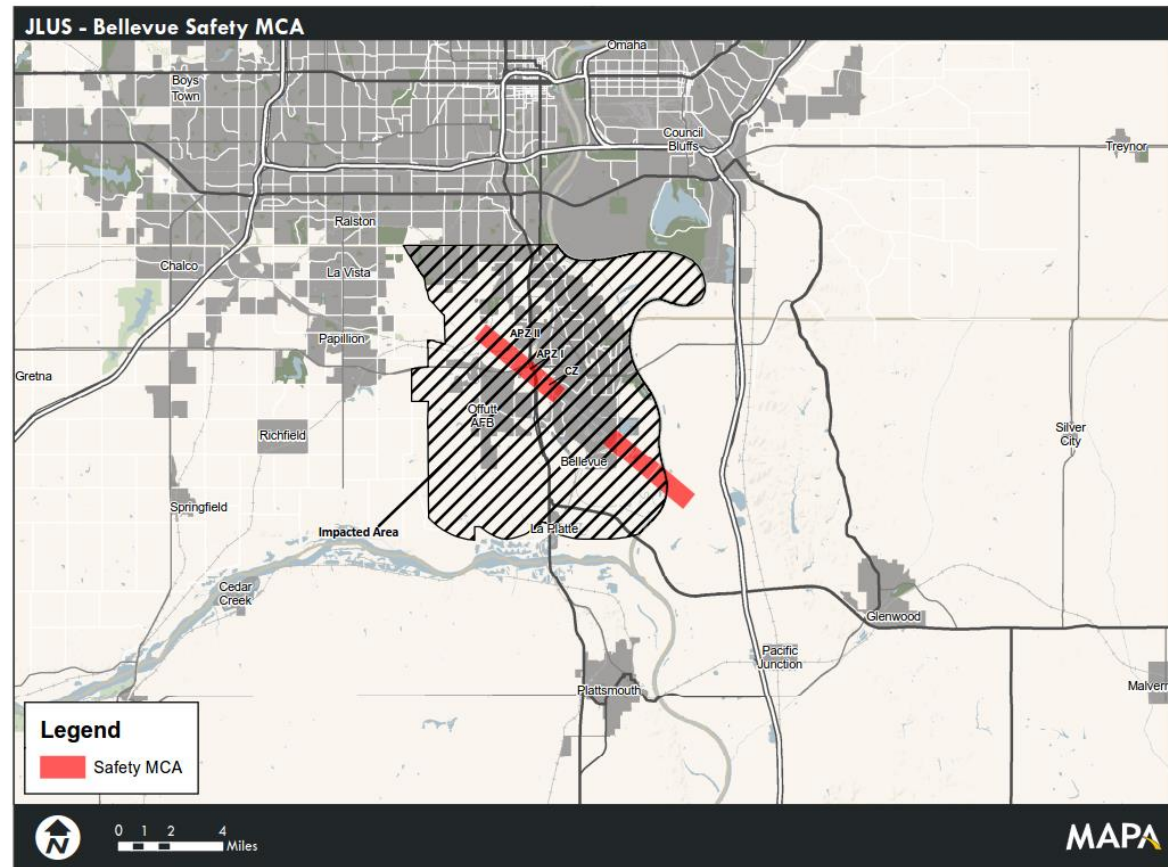
The Area contains a mixture of land use types. Various types of residential development are the most prevalent land use throughout the City. Commercial and office use are along Mission Avenue from Lincoln Road to Haworth Park, at the intersections of Hwy 370 and 36th Street, and Fort Crook Road and Harvell Drive. Much of the retail commercial uses are at the intersection of Hwy 75 and Cornhusker Road, along Fort Crook Road south of Harvell Drive, and along Galvin Road. Agricultural, parks and open spaces are located on the east side of the City along the Missouri River and agricultural uses along the Papio Creek and southeast Bellevue. Industrial uses are located south of Offutt AFB and along the rail line between Fort Crook Road and Hwy 75. Much of the flex space use is on the south and west side of Offutt AFB.



Clear Zone – The City enforces an Air Installation Compatible Use Zone (AICUZ). The only use allowed in the clear zone is agriculture. This includes the use of land for agriculture as the primary purpose of obtaining a profit by raising, harvesting, and selling crops.

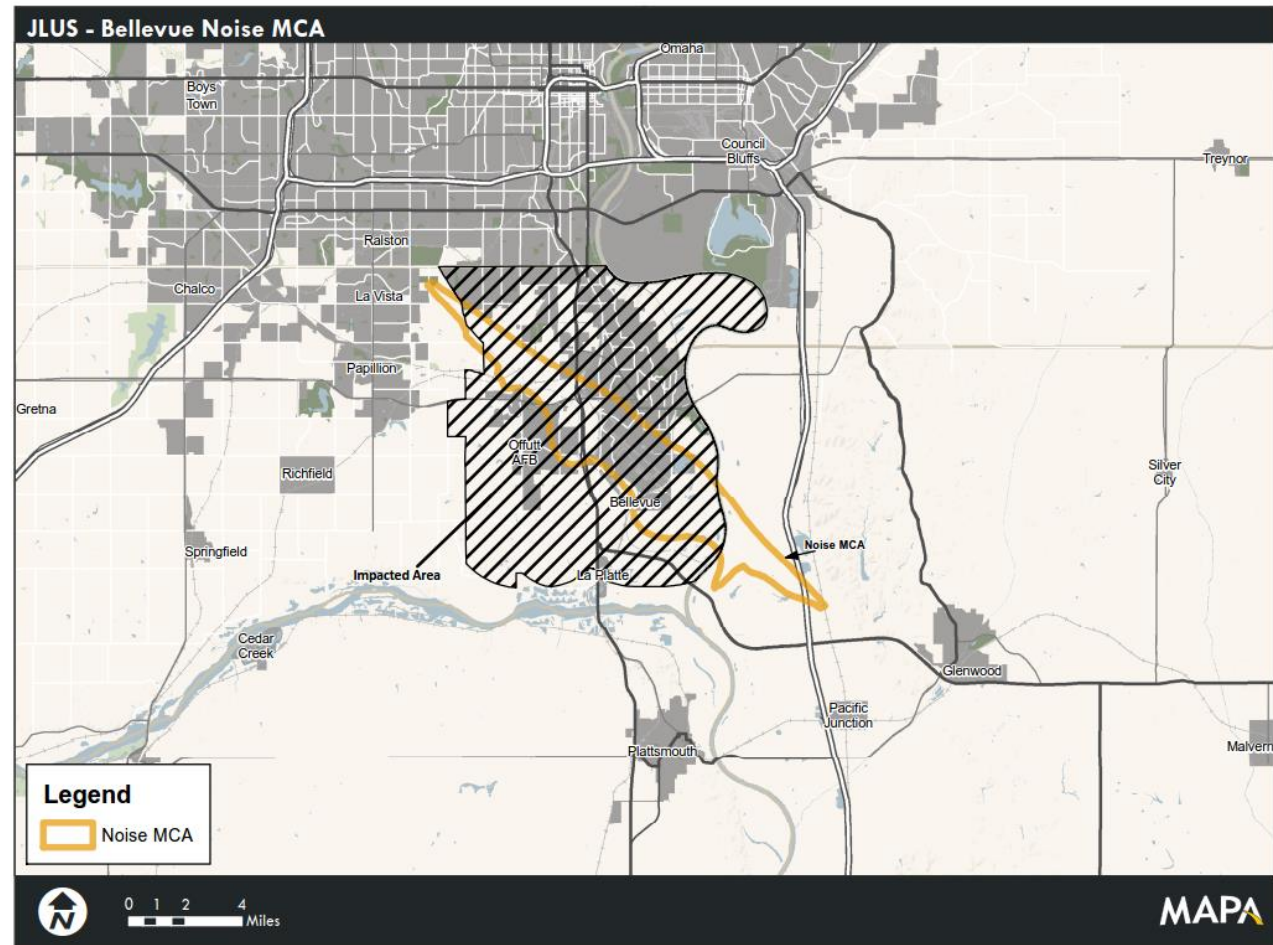
Accident Potential Zone I (APZ I) - No residential uses are permitted within the APZ I. The Base Civil Engineer at Offutt AFB must be notified for comments on the proposed development and its conformance with the standards as set forth in the AICUZ report. Within each land use category, uses exist where further definition may be needed due to the variation of densities in people and structures. No passenger terminals and no major above-ground transmission lines are to be developed in APZ I. Within each land use category, uses exist where further definition may be needed due to the variation of densities in people and structures. Offices and facilities allowed in APZ I are to be low density, excluding chapels. The development of club houses are not recommended.

Accident Potential Zone II (APZ II) - The only residential development allowed within the APZ II are single unit detached residential units. The Base Civil Engineer at Offutt AFB must be notified for comments on

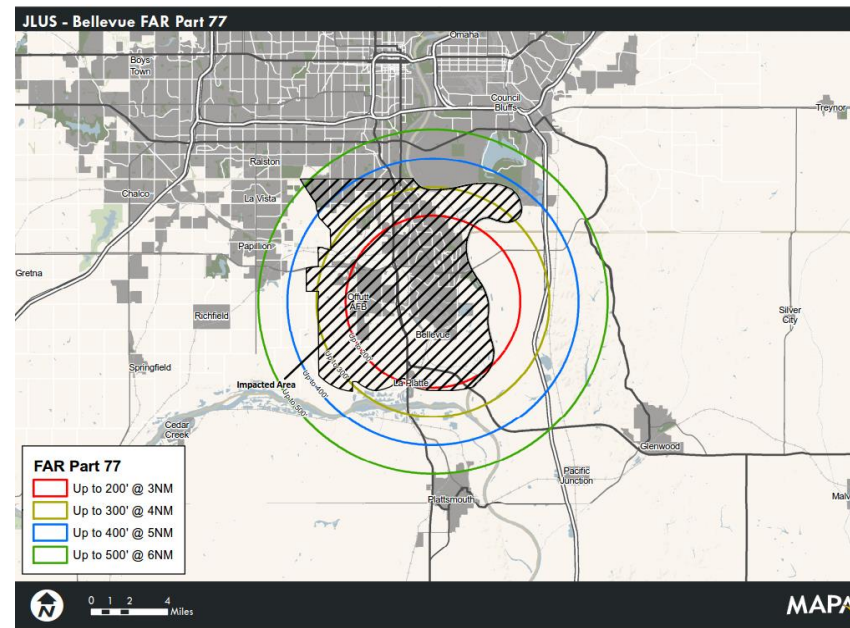
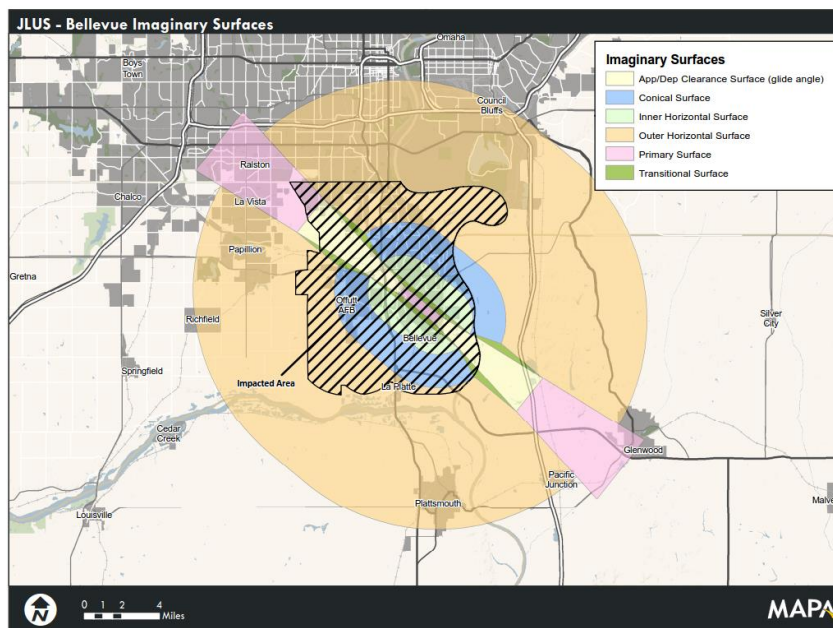


the proposed development and its conformance with the standards as set forth in the AICUZ report. Within each land use category, uses exist where further definition may be needed due to the variation of densities in people and structures. Offices and facilities allowed in APZ II are to be low density, excluding chapels. The development of club houses and areas of gathering people are not recommended.

Noise Contour MCA - The Noise Zone established in the AICUZ lists allowable developments within the 65-70dB, 70-75dB, 75-80 dB, and great then 80dB. Land uses and related structures that are generally compatible may require additional measures to achieve Noise Level Reduction (NLR) of 25, 30, or 35. These measures need to be incorporated into the design and construction of structures. Overall noise level reduction may not necessarily solve noise difficulties and additional evaluation is warranted. No residential uses are allowable in areas over 80dB. Other uses over 80dB are highly restrictive.

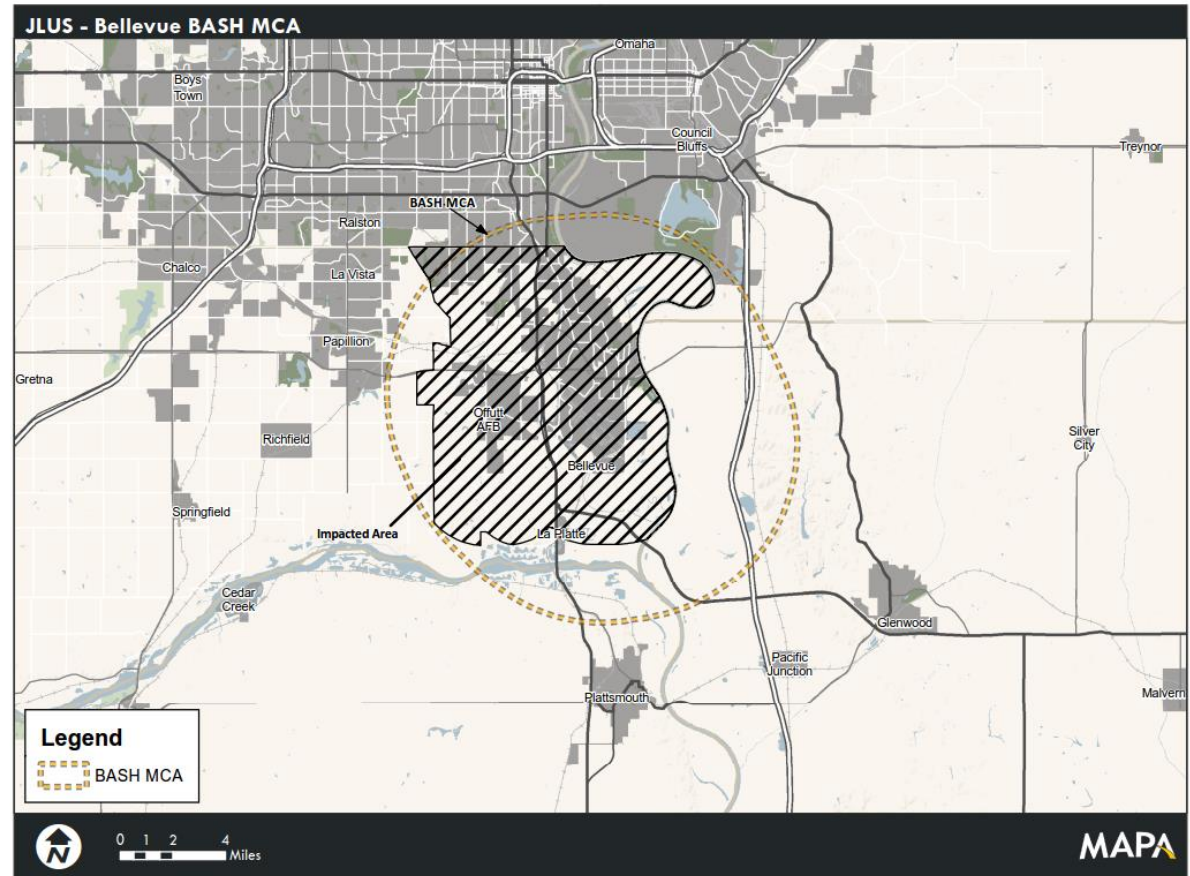


Imaginary Surfaces MCA – The entire Area lies in 500 ft. height limit established by the Imaginary Surfaces MCA. The area also lies between 200 ft. and 500 ft. of the FAR 77.23(a) (2) Obstruction Standards. Federal Aviation Regulation Part 77 (FAR Part 77) height limit require minimization of vertical obstructions (e.g., buildings, telecommunications facilities, recreational facilities, energy transmission/generation towers, etc.).



Bird/Wildlife Air Strike (BASH MCA)

– The area impacted by the BASH MCA is within the entire City and most of the ETJ. Land west of 48th Street and north of Robin Drive is outside the BASH.



3.2 Preferred Development Concept

Members of the Bellevue community were invited to provide feedback on the draft of four development concepts. A detailed assessment of each concept is found in Appendix E. Feedback was facilitated through the Bellevue Comprehensive Plan Web site. Nearly all the feedback focused on the activity center concept. Comments from the community included the following:

“The activity center concept seems to be the most practical use of space and money. It prevents sprawl which necessitates residents driving further and further for simple services.”

“I love the activity center concept as it tends to make great areas for families to do things in close proximity. It appears to give lots of opportunities for shopping and does not put all of the shopping in one area, which would cause congestion. I think this idea would make Bellevue an even better community and would make people take more pride in the community.”

“The activity center development concept is absolutely the best plan of the four. It includes undeveloped open space in the development plan, creates a sense of community and increases the ability to get around without a car. Current housing developments around Bellevue isolate anyone unable to drive and make walking or biking outside the immediate neighborhood dangerous. I think this plan would make Bellevue an attractive alternative to west Omaha’s sprawl.”

The activity center concept garnered the most support from community members, as well as from the advisory committee. In the end, however, elements from each of the four development concepts were merged to form a new preferred development concept.

The Bellevue Preferred Development Concept is a recommended land-use plan that was designed to accommodate the expected population growth. The land-use plan and recommendations were developed in conjunction with the advisory committee. Most importantly, the recommendations in the concept are congruent with Bellevue’s community goals and values. Results from the comprehensive plan survey indicated that Bellevue community members supported land-use planning and public green spaces that are within walking distance of neighborhoods. Furthermore, the community members believed that Bellevue’s natural assets should be protected and that additional recreational

opportunities are needed. Bellevue's Preferred Development Concept was designed to achieve these goals.

Papillion Creek Drainage Basin

Bellevue and its ETJ area is contained almost entirely within the Papillion Creek Basin. The natural contour and topography of the Papillion Creek Basin gradually slopes toward the Missouri River. Growth boundaries flow gradually in the same direction as the basin boundaries and ridgelines. Developed areas must have infrastructure and services (i.e., sewer and water). Pumping wastewater uphill or across a ridgeline into another drainage basin can be expensive. Therefore, a basin that already has sewer and water service should be completely developed before developing an adjacent basin. Eventually, Bellevue's growing population base, in tandem with market forces, will require the development of land that is located southwest of the ridgeline, within the Platte River Basin. The Bellevue Preferred Development Concept acknowledges these trends and, therefore, includes land-use development suggestions for this area. However, Bellevue should first maximize development potential within the existing Papillion Creek Basin before extending development into the Platte River Basin. Future Platte River Basin development will require pump stations to carry wastewater back to the Papillion Creek Basin or to new wastewater treatment plants.

A thorough wastewater study of Sarpy County was recently completed, and the report includes both short-term and long-term recommendations. The preferred development concept abides by the recommendations and suggestions contained in that report.

Available Land for Infill Development

Land Use Type	Area Inside City Limits	% of Area Inside City
Open Space	511.5	6.9%
Vacant Lots	294.7	3.9%
Agriculture	315.9	4.2%
Sub Total	1,122.1	15.0%
Total	7,382.4	-

Table 3-2: Available Land for Infill Development

Infill Development

Bellevue has not grown in a consistently concentric manner. Natural growth impediments like the Missouri River and the Papio Creek floodplain, along with Offutt's AICUZ, have contributed to an amorphous growth pattern. Generally speaking, Olde Towne and the Bellevue Boulevard area developed first. Northwest Bellevue and south Omaha represented the next growth tier. Most of the recent growth has occurred to the west and to the south. The development pattern is logical when looking at Bellevue's growth constraints. However, Bellevue is somewhat unique because large swaths of undeveloped land remain within the city limits. Developers, in response to market forces, built on virgin land outside the city limits instead of developing all or most of the available land within the city. The large number of vacant parcels within Bellevue's city limits has impacted Bellevue's community character, tax base, transportation corridors, and the continuity of development.

The land-use survey indicated that 15 percent of the land within Bellevue's city limits is either vacant, open space, or used for agriculture. This land use is not wrong, but this high percentage of undeveloped land within the city limits affects the tax base. Developing land within Bellevue's city limits, before developing the ETJ area, offers various benefits, including a larger tax base, efficient use of existing infrastructure, and a more compact development pattern.

The results of the Bellevue Comprehensive Plan survey indicated that Bellevue residents are frustrated with Bellevue's current tax rate. Question three of the survey asked, "What are the top three things you like least about Bellevue?" The most prevalent response was "Taxes." Additional development within the city limits will increase the City of Bellevue's tax base and can improve its fiscal status. Although lower taxes are not a guarantee, infill development within Bellevue could have a beneficial effect on the city's tax rate.

The results also indicate that Bellevue residents support development that uses existing infrastructure and public services. Nearly 85 percent of respondents "Strongly agreed" or "Agreed" with the statement, "I believe that the redevelopment of land served by existing infrastructure and public services is important." Additionally, strong support was found for efficient development patterns that favored low municipal and utility costs. Eighty three percent of survey respondents "Strongly agreed" or "Agreed" with the statement, "I believe that land-use policies, densities, and regulations that promote efficient development patterns and relatively low municipal and utility costs is important." Infill development, which typically uses existing utility and infrastructure lines, would support these concepts

and is, therefore, more efficient for developers and the municipality. New roads, utility line extensions, or other infrastructure would not be required.

In summary, Bellevue residents voiced support for redevelopment within the city limits. Almost 62 percent of survey respondents “Strongly agreed” or “Agreed” with the statement, “I believe that the majority of future development should occur as redevelopment inside the Bellevue city limits.”

Activity Centers

The predominant theme of the preferred development concept was to introduce and include activity centers. The primary purpose of an activity center is to create a pedestrian-scale village that allows community members to work, shop, live, worship, congregate, and enjoy the outdoors—all within close proximity (ideally walking distance) from their homes. Activity centers typically adhere to the following several principles:

- Land use should be mixed. For example, medium-density residential (townhouses, condominiums, and rowhouses), retail and commercial centers, entertainment areas, office space, and public and civic areas should all be included.
- Floodplains should be used as conservation areas, open space, or recreational space.
- Environmentally sensitive areas should be preserved and integrated within the development.
- Green space, parks, and other open spaces should be connected as much as possible.
- Transit stops should be located in busy commercial areas that are near residential housing.
- Housing types and styles should be mixed. For example, rowhouses, apartments, single-family residences, and condominiums should all be included.
- Public facilities and institutions (i.e., library, school, community center) should serve as neighborhood centers.
- The pattern of development should be compacted and designed to be pedestrian oriented rather than auto oriented. Pedestrian pathways should be used to link subareas.
- Standards that emphasize the quality and variety of building components and landscape design should be used.

Activity centers are not strip malls, big-box developments with deep setbacks, single-use zoning districts, or developments designed purely for automobiles.

The results of the Bellevue Comprehensive Plan survey indicated broad support for activity-center elements. Question 3 asked respondents, “What are the top three things you like least about living in Bellevue?” The “Lack of variety of retailers” was the second most popular response. Activity centers scattered throughout the community should increase the variety of retailers in Bellevue. Question 41 asked whether respondents agreed or disagreed with the statement, “I believe that placing new retail, commercial, and industrial development in already established communities is important.” Nearly 72 percent of survey respondents “Strongly agreed” or “Agreed” with this statement.

The preferred development concept includes four activity centers in established neighborhoods and communities. In addition to providing Bellevue residents with closer and more convenient retail, service, and commercial destinations, these centers would be developed on existing infrastructure lines and would not require significant roadwork. Seventy-one percent of respondents “Strongly agreed” or “Agreed” with the statement, “I believe that connecting commercial and retail areas with surrounding residential developments is important.” One of the central tenets of activity centers is a focus on the integration of land use. Transitions between residential and retail are less abrupt and more fluid. Local residents benefit because nearby retail areas can be accessed via streets, sidewalks, or bicycle pathways.

Activity centers also offer a variety of ancillary benefits. The pattern of development is more supportive of aging population groups. Seniors appreciate safe and walkable neighborhoods and smaller yards that require less maintenance. Activity centers also promote healthy lifestyles and can improve community health by accommodating the pedestrian first and the automobile second. The prevalence of wide sidewalks and trails also makes pedestrian travel safe, efficient, and fun.

Bellevue’s Proposed Development Concept includes neighborhood activity centers (NAC), community activity centers (CAC), and regional activity centers (RAC). The NAC contains facilities vital to the day-to-day activity of the neighborhood. The focus might be retail, public, or quasi-public land use such as a grocery store, service station, or small park. These diverse facilities are ideally located in close proximity to one another in the central section(s) of the activity center, making all vital shops and services accessible in a single stop.

The area adjacent to the core of the activity center contains the neighborhood’s highest-density housing. This design reduces the number of automotive trips for daily shopping needs by placing all

amenities within walking distance. This arrangement also provides a population that can support future transit services. A single transit stop serves both the residential area and the core of the activity center.

The CAC contains the shopping, services, recreation, employment, and institutional facilities that are supported by the community as a whole. With this in mind, the core area may contain a large supermarket or other large retail shops, with a mix of smaller shops. This area may also contain offices, parks, and public or quasi-public facilities. The core area is considerably larger and more diverse in its land use than the core area in the NAC. An example of what a CAC could look like is depicted in Graphic 3-1 on page 27.

The highest-density housing would also be located adjacent to the core area of the activity center, with the density declining outward. Housing densities would be higher than those in a similar section of the NAC.

The RAC contains shopping, services, recreation, employment, and institutional facilities that are desired and used by residents of a large region; in this case, Sarpy County and part of the larger Omaha metropolitan area. As a result, the center should include a regional shopping mall, a number of major employers, and other amenities that support a large area such as dining, entertainment, and public and quasi-public uses. The core of the activity center may serve the adjacent community and neighborhood but is much larger in scale.

As with NAC and CAC, the area surrounding the core of the RAC should contain the region's highest-density housing, with the housing densities declining outward. Prior to development within an activity center, a specific sub-area plan should be approved to ensure a well planned development.

Bellevue Community Activity Center



Graphic 3-1: Bellevue Community Activity Center

The Bellevue Preferred Development Concept includes six activity centers that are strategically located at prominent locations within the community. Three activity centers are in northeast Bellevue, one in west Bellevue, and two in south Bellevue. These activity centers can serve as mass-transit terminals, which would make traveling in and around Bellevue easier and more convenient for individuals who are not able to drive. The viability of mass transit in Bellevue, in large part, will be determined by the future population density of these centers. Bellevue's relatively low-population density and modest population make mass-transit challenging at the present time. However, several pockets of dense populations could make mass transit more feasible, especially for a shuttle service that would run between activity centers.

~~An NAC is proposed for the intersection of Childs Road and Fort Crook Road, near the existing Southroads Mall. This area is conveniently located on Fort Crook Road, near the Kennedy Freeway, and close to several prominent Bellevue features, including Fontenelle Forest, Gifford Farm, and Bellevue Boulevard. The NAC could also revitalize the area, which has been in decline since the construction of the Kennedy Freeway reduced automobile traffic on Fort Crook Road. Many vacant buildings could be redesigned or razed to accommodate the architectural and site design characteristics commonly found within activity centers and Southroads Mall and other area merchants could see their shoppers return. The Fort Crook Road study also supports the establishment of an activity center and mixed-use residential development along this road. A new activity center would spark revitalization, increase Bellevue's tax base, and provide a much-needed alternative to conventional residential and commercial development.~~

A CAC is proposed for the intersection of Fort Crook Road and Cornhusker Road. This prominent intersection is close to Bellevue University's ever-expanding campus. The location of an activity center within walking distance to the university would appeal to prospective and existing students and could even help boost enrollment by offering engaging activities, housing styles, and hang-out spots.

Community Activity Center



Cornhusker Road at Fort Crook Road

A ~~minor~~ NAC is proposed for historic Olde Towne along the Mission Avenue Corridor. Although Olde Towne was the first commercial area of Bellevue, the area has lost its luster—largely because of population migration patterns since the 1950s. Recent development is being constructed even further from the heart of Olde Towne. In addition, a confusing and inefficient transportation network makes travel in and out of Olde Towne difficult and has resulted in fewer-and-fewer visitors to this area. Despite these challenges, Olde Towne has a number of appealing features that would complement the development of an activity center. Olde Towne is pedestrian friendly and contains a network of sidewalks that integrate commercial and retail areas with residential neighborhoods. Mission Avenue, which forms the primary east-west corridor, is an attractive and inviting streetscape with street furnishings, wide sidewalks, and pleasant landscaping. ~~Haworth Park~~ American Heroes Park, which is expected to be expanded and improved within the next couple of years, is within walking distance of Olde Towne. Neighborhood retail, restaurants, and public services are also located nearby. An activity center within Olde Towne would enliven the area, provide appealing housing and recreation options, and create a unique sense of place that could draw on the area's historic significance.

A major CAC is proposed for Twin Creek, at the intersection of 36th Street and Highway 370. Twin Creek is already a successful development and is probably Bellevue's best example of what an activity center could be. As a result, this area will be designated as an activity center so that additional development within Twin Creek maintains and builds upon the activity-center development principles.

Olde Towne Neighborhood Activity Center



Community Activity Center



Twin Creeks

A minor NAC is proposed for the intersection of 36th Street and Platteview Road. Most of Bellevue's residential growth has occurred in southwest Bellevue and will probably continue to do so. Despite this growth, this area contains few retail or commercial developments. The demand for retail, commercial, cafés, restaurants, and other services will certainly increase in this area as more housing units are developed. 36th Street is also expected to become an increasingly important north-south corridor in Bellevue. Additionally, Platteview Road is expected to become the primary east-west transportation corridor in southern Sarpy County. A new bridge over the Missouri River ~~is planned~~ has been completed, and Platteview Road ~~is expected to deviate south to~~ has been realigned in this area to link the bridge and Interstate 80. Collectively, these factors strongly support this activity center; however, as Platteview Road becomes a major east-west corridor improvements may be necessary which change the current location of the roadway. A Neighborhood Activity Center may still be appropriate at this intersection, although the location is subject to change.

A major RAC is suggested for the intersection of Highway 75 and Platteview Road. This area of Bellevue is also expected to see significant population growth during the planning period. The realignment of Platteview Road, along with the Missouri River Bridge, will essentially designate this intersection as Bellevue's new southern gateway. This intersection will see a sizable increase in vehicular traffic. As a result, the look, function, and feel of this activity center will likely be different from Bellevue's other activity centers.

Neighborhood Activity Center



36th Street and Platteview Road

Regional Activity Center



Platteview Road and Highway 75

Flexible-Space District

The preferred development concept also introduces flexible spaces that are designed to support a variety of commercial, retail, and industrial uses. The traditional classification of business and industry has changed over the last several decades making flexible space increasingly popular. Many practices that were once prohibited in business and industrial zones have become more environmentally friendly, making businesses and industries more compatible with adjacent land use.

The flexible-space district is specifically designed to accommodate both traditional and modern businesses and industries by offering additional benefits to business owners. Flexible zoning regulations are adaptive and more responsive to market trends and conditions. For example, mixed-use developments, which include retail, service, public, and light-industrial uses, may be permitted. A flexible-space district enables the market to help determine the end use of the development and helps create a more agreeable climate for businesses and employers.

The Bellevue Preferred Development Concept suggests a large swath of flexible-space zoning east of the Kennedy Freeway and north of Capehart Road. Additional areas are suggested at the northwest, southwest, and southeast corners of the intersection of Fairview Road and Fort Crook Road. These areas are suitable for flexible-space zoning because of their proximity to the proposed southern industrial park and to Offutt Air Force Base (AFB).

Recreation

The preferred development concept includes several recreational components that are designed to improve and enhance the quality of life of existing residents and to attract additional residential, commercial, and industrial growth.

A new community park will be located near the northwest corner of 36th Street and Capehart Road. Bellevue is very much in need of additional recreational space. Bellevue has many neighborhood parks, but it only has one community park—Haworth Park, which has served the Bellevue community well. Most of Bellevue's recent population growth has occurred in the southwest quadrant. As residential growth continues in the southwest section of town, an additional community park closer to this residential growth is encouraged. The results of the survey also indicated widespread support for a new community park. Approximately 76 percent of survey respondents "Agreed" or "Strongly agreed" that Bellevue should develop a new community park west of Highway 75. Additionally, over 87 percent of

survey respondents indicated that additional recreational opportunities in Bellevue are important. A community park is usually 25 to 50 acres and accommodates multiple neighborhoods. In addition, opportunities for both active recreational activities (i.e., ball fields, an aquatic center, and playground equipment) and passive recreational activities (i.e., wooded areas, picnic facilities, and walking trails) are recommended.

The second recreational component of the preferred development concept is a greenway corridor along the Missouri and Platte rivers. This area is one of Bellevue's more scenic and attractive natural areas. The greenway will include a walking and biking trail, beginning at Haworth Park and continuing south to the confluence of the Missouri and Platte rivers, and will serve both recreational and conservation purposes.

The results of the Bellevue Comprehensive Plan survey supported the preservation of this greenway corridor. Question 15 asked respondents whether they agreed or disagreed with the statement, "I believe that the protection of natural areas, including wetlands, wildlife habitat, woodlands, open spaces, and groundwater resources is important." Nearly 89 percent of survey respondents "Strongly agreed" or "Agreed" with this statement. The proposed walking and biking trail within this greenway was also supported. Question 52 asked, "What additional recreation facilities do you feel are most needed in Bellevue?" "Bicycle and Pedestrian Trails" and "Wooded Areas" were the top two responses. The proposed greenway park and pedestrian trail strongly complement Bellevue recreational needs and desires.

Residential

The Bellevue Preferred Development Concept also supports a wide variety of housing options, including the following:

- **Rural estate** is single-family, detached residences that have lot sizes ranging from one acre or more.
- **Low-density residential** is single-family, detached residences that have one to three dwelling units per acre, and lot sizes that are approximately 10,000 square feet to one acre. Smaller lot sizes and, perhaps, even single-family, attached housing are possible when using clustered development designs that preserve large portions of the site as permanent open space.
- **Medium-density residential** can have a mixture of dwelling types including single-family detached and semi-detached units, single-family attached units, patio homes, duplexes and triplexes, and townhouses. This option can have between three and eight dwelling units per acre. Multifamily housing is possible when using clustered, or conservation, development design that preserves portions of the site as permanent open space.
- **High-density residential** includes single-family attached dwellings (such as townhouses), as well as multifamily condominiums and apartments, at densities of eight or more units per acre. These housing developments are typically two to five stories in height. High-density residential developments should incorporate some amount of outdoor public space for their residents. As in the other residential designations, limited compatible and complimentary institutional uses may be considered.
- **Build-through acreage** allows short-term acreage development in areas that are not expected to urbanize within 20 years. This option allows land owners to develop rural-estate style development now. However, the site plan must be designed to support and accommodate higher-density levels in the future.

Low-density residential is suggested throughout Bellevue. The results of the Bellevue Comprehensive Plan survey yielded support for additional large-lot developments. Question 25 asked respondents whether they agreed or disagreed with the statement, “I believe that Bellevue needs additional large-lot,

single-family homes.” Approximately 66 percent of respondents “Strongly agreed” or “Agreed.” Vacant land, east of 36th Street near Child’s Road would be appropriate for low-density development. This area lacks an abundance of low-density residential development and would provide an additional housing-option for northwest Bellevue residents. Additional pockets of low-density residential are suggested south of Child’s Road near the Kennedy Freeway, with the majority of suggested in southwest and southern Bellevue.

Medium-density residential is suggested throughout Bellevue. This housing option is well suited for large swaths of vacant land in the northwest district, as well as on land surrounding the northwest bank of the Papio Creek. Close proximity to the Papio Trail and area schools and parks support this option in northwest Bellevue. Medium-density residential is also suggested just west of the new proposed community park near 36th Street and Capehart Road and interspersed with low-density residential in Bellevue’s southern section.

Pockets of multifamily residential are suggested south of Highway 370 and west of 48th Street, at the intersection of 25th Street and Platteview, and at the southwestern section of the intersection of 25th Street and Fairview ~~Street~~ Road.

Build-through acreage development is suggested on the south side of the Papio Creek between 42nd Street and 36th Street. Additional build-through acreage development is suggested southwest of the ridgeline because city services aren’t expected to reach this area in the foreseeable future.

Mixed Use

Harsh industrial pollution was the initial catalyst for segmented zoning, but cleaner industries and a strong desire to live closer to services and amenities is contributing to a resurgence of mixed-use zoning. Mixed-use zoning allows a potpourri of land uses to be located within close proximity. The best example of this land use may consist of first-floor commercial space and second-floor residential space. The benefits of this arrangement are two-fold. Storeowners know that consumers and customers live close to each other, and residents benefit from the convenience of being able to walk to restaurants, to the corner store, or to the movie theater. Perhaps the most applicable to this land use in Bellevue is the union of retail and office uses. The survey results indicate that Bellevue residents support mixed-use

development. Seventy percent of the survey respondents “Strongly agreed” or “Agreed” with the statement, “I believe that mixed-use development should be encouraged in Bellevue.”

Fort Crook Road, which now bears little resemblance to what it once was, needs revitalization. This conclusion was validated by the results of the Bellevue Comprehensive Plan survey. Question 11 asked respondents which of the four areas—Fort Crook, Northwest, Olde Towne, or Riverfront—is in most need of redevelopment. Almost 50 percent of the respondents, the overwhelming favorite, chose Fort Crook Road. HDR’s recent Fort Crook Road study proposed mixed uses throughout this corridor. The preferred development concept conforms to the ideas and suggestions in that study. Mixed-use zoning, which would support a broader range of businesses, is suggested along the northern section of Fort Crook Road, near the Cornhusker Activity Center, along Highway 370, near the intersection of Fort Crook Road and Highway 370, and the southeast section of the Fort Crook and Fairview Road intersection.

Industrial

A large industrial complex, containing both light-industrial land use and heavy-industrial land use, is suggested for the southern boundary of Bellevue, ~~between the proposed Platteview Road and the Platte River~~ along the new Highway 34 corridor. Bellevue currently lacks a prominent industrial site and, as a result, has had difficulty recruiting industrial tenants. This area, which is relatively isolated from Bellevue’s population and future growth coupled with easy and convenient rail and highway access, is an ideal location for industrial use.

3.3 Population Projections

Population forecasting has significant effects on community-planning efforts. A community's growth rate affects school enrollment, housing needs, and infrastructure upgrades. Therefore, planning to accommodate a reasonable population growth is an important component of the comprehensive planning process. Future population levels must first be determined because population growth dictates the amount and allocation of future land use.

Future population projections are based on accurate birth rates and migration rates. Population projections are required to determine the future need and allocation of all land-use types.

Birth Rate Definition

Birth rates are typically expressed as the number of live births per 1,000 people. Birth rates that apply to the entire population are known as crude birth rates. Birth rates that are restricted to women of specific age, race, marital status, or geographic area are known as specific birth rates. Cultural, religious, and familial differences, different ethnic groups result in different birth rates. A recent U.S. Census survey found a wide disparity between the birth rates of several different ethnicities. Table 3-3 depicts the national birth rates for several races. These values depict a four-year average from 2000 to 2003.

RACE BIRTHS PER 1,000 WOMEN 15 TO 44 YEARS	SPECIFIC BIRTH RATE
Total	69.6
Non-Hispanic White	63.3
Non-Hispanic Black	73.3
American Indian	78.2
Asian or Pacific Islander	70.9
Hispanic (of any race)	93.5

Table 3-3: Specific Race Birth Rates

Source: U.S. Census Bureau, 2000 American Community Surveys, 2000-2003

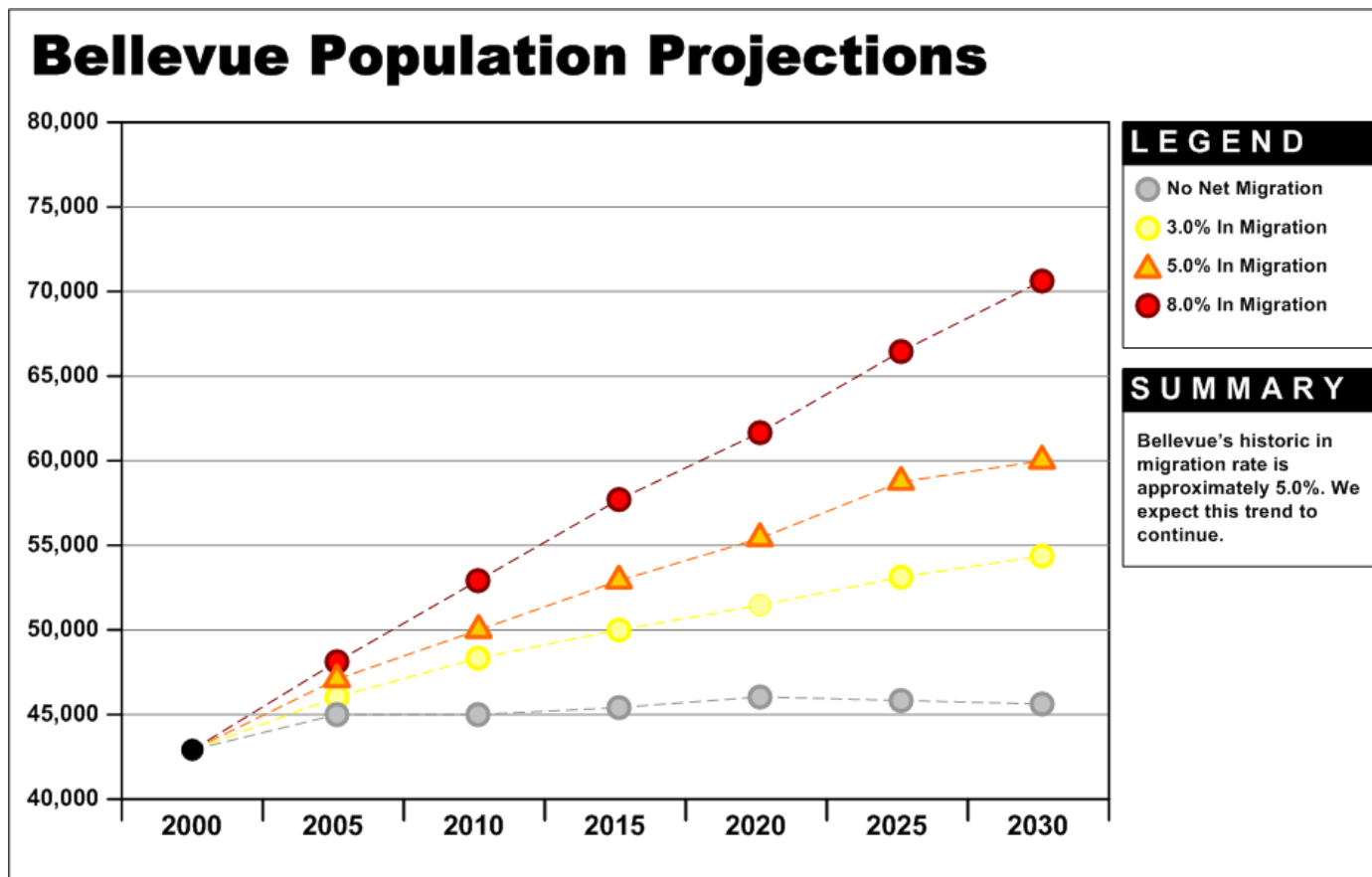
Using crude birth rates for population projections can lead to inaccurate population projections. A preferable method is to evaluate the racial composition of a community and then apply specific birth rates to each racial population segment. Specific birth rates will yield more accurate population projections.

Migration-Rate Definition

Several different migration terms and measurements monitor the movement of people from one jurisdiction to another. *Migration* is defined as the number of people that move from one jurisdiction location to another during a specific period. *In migration* is the migration into an area during a specific period, and *out migration* is the migration out of an area. *Net migration* is the difference between in migration and out migration during a specific period.

Over the past several years, Bellevue has witnessed an average in-migration rate of approximately 5 percent per decade. Positive in-migration indicates that people are moving into a community. A positive 5 percent in-migration rate indicates that more people are moving into Bellevue than are moving out. A positive 5 percent in-migration rate is expected to be sustained over the course of the next several decades. A diversified job market, excellent schools, availability of land for development, close proximity to Omaha, and affordable housing should continue to make Bellevue attractive to new residents. Applying specific birth rates and a 5 percent in-migration rate to population projections indicates that Bellevue should plan for significant population growth between 2000 and 2030.

Graph 3-1 depicts how in-migration rates affect future population projection rates. If Bellevue experiences no net migration, the population is only expected to rise by 5.25 percent by 2030. A more realistic in-migration rate of 5 percent will yield a sizable population gain. Assuming a 5 percent in-migration rate, Bellevue's population in 2030 is expected to be 60,537, which represents a 39.5 percent increase.



Graph 3-1: Bellevue Population Projections

3.4 Future Land Use

As Bellevue's population grows, so does the need for housing, park land, industrial areas, retail centers, healthcare facilities, schools, churches, and utilities—all of which require land. Land is a precious commodity, so making educated predictions now about future land-use requirements will help Bellevue anticipate, plan, and prepare for expected growth. The Bellevue Comprehensive Plan applies a complex formula to predict future land-use requirements.

Future land-use needs are determined by first understanding how Bellevue uses its existing land. Land-use ratios are calculated by dividing Bellevue's population by the number of acres for each type of land use. These ratios are then applied to Bellevue's projected 2030 population. The results of these calculations indicate the expected number of additional acres each land-use type will require. Bellevue's future land-use projections are based on a projected population of 60,537 residents by 2030. However, fluctuations in market demand for each type of land use are accommodated by purposely overestimating and inflating future land-use projections. The expected land use that is needed within each category is multiplied by 2.4 to accommodate these market fluctuations.

Transportation factors, which consist primarily of roads, are an important component of the future land-use equation. Typical projections assume that 40 percent of all future land use will be devoted to transportation (i.e., roads, parking lots, right-of-ways, etc). Therefore, all future land-use predictions automatically factor transportation requirements into the total estimated values. For example, the estimated future need of multifamily residential land use is 362 acres. Forty percent of this estimate, or 144 acres, is expected to be devoted to transportation elements.

Bellevue currently contains approximately 7,382 acres of land. By 2030, Bellevue's population is expected to increase to 60,537 residents. This additional population growth will require the city to increase in size. The city will need to grow by 7,835 acres to accommodate Bellevue's expected population growth.

Table 3-4 indicates the future land-use demands by category. Most of the future land-use growth will take the form of single-family housing. Bellevue should expect approximately 4,133 acres of additional single-family residential land use. Bellevue is encouraged to first evaluate vacant parcels within the city limits for future land-use growth. Vacant, infill development, is attractive for growth because it falls within the city limits and is typically served by existing infrastructure and transportation networks. The preferred development concept proposes land-use functions in areas that currently fall outside Bellevue's city limits.

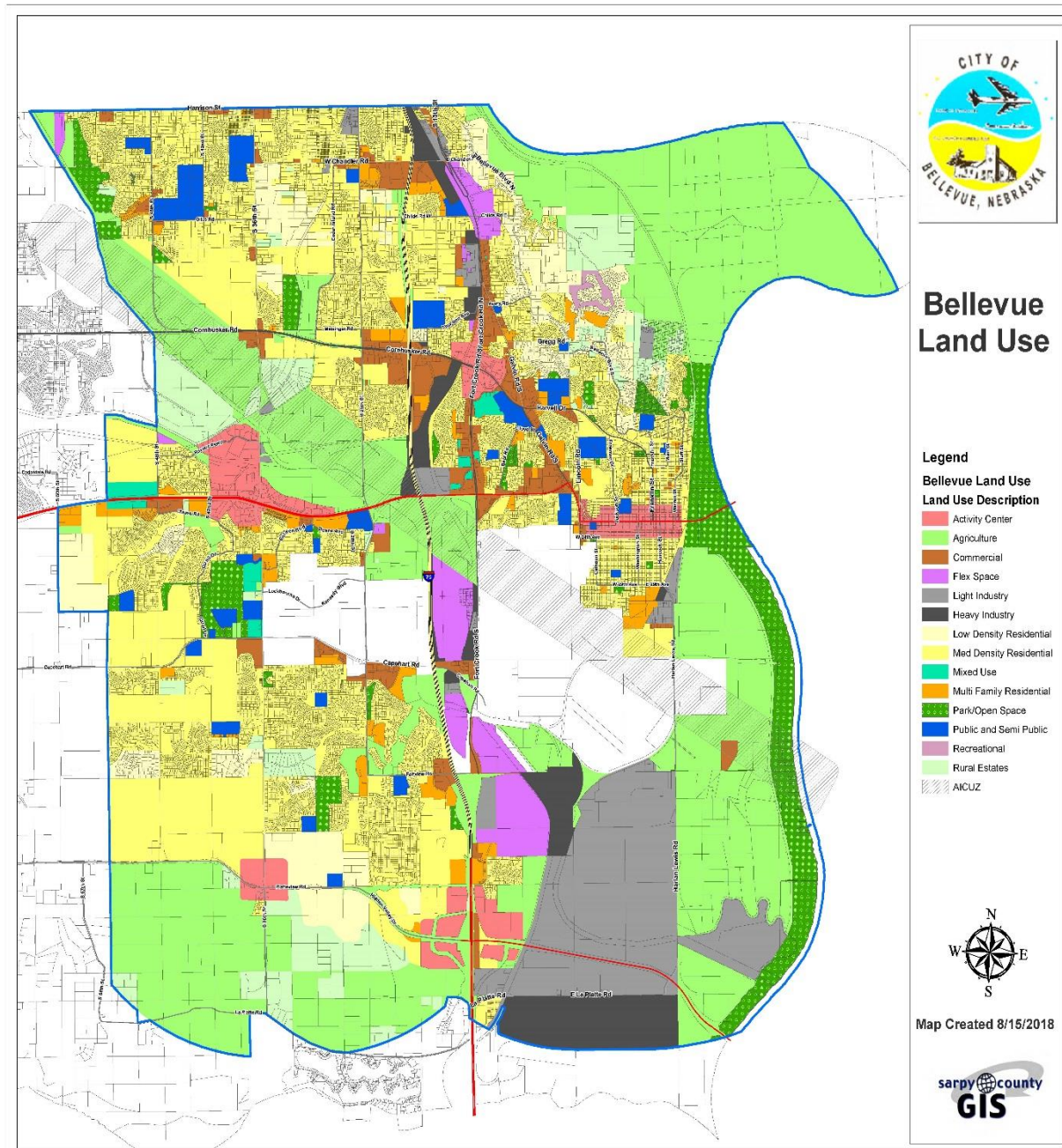
LAND-USE TYPE	EXISTING (ACRES)	NEEDED (ACRES)	TOTAL (ACRES)
Single-Family Residential	5,584	4,133	9,717
Multifamily Residential	490	362	852
Office	117	87	204
Commercial	579	429	1,008
Industrial	276	204	480
Park	2,352	1,731	4,083
Public	1,203	889	2,092
TOTAL(ACRES)	10,601	7,835	18,436

Table 3-4: Future Land Use Demand

It is anticipated that already developed areas within and adjacent to the city will maintain their present land uses.

Bellevue is encouraged to monitor future-growth areas and be prepared to annex land before it is developed. Annexation may be needed to assure implementation of the Bellevue Comprehensive Plan.

Map 3-2: Future Land Use



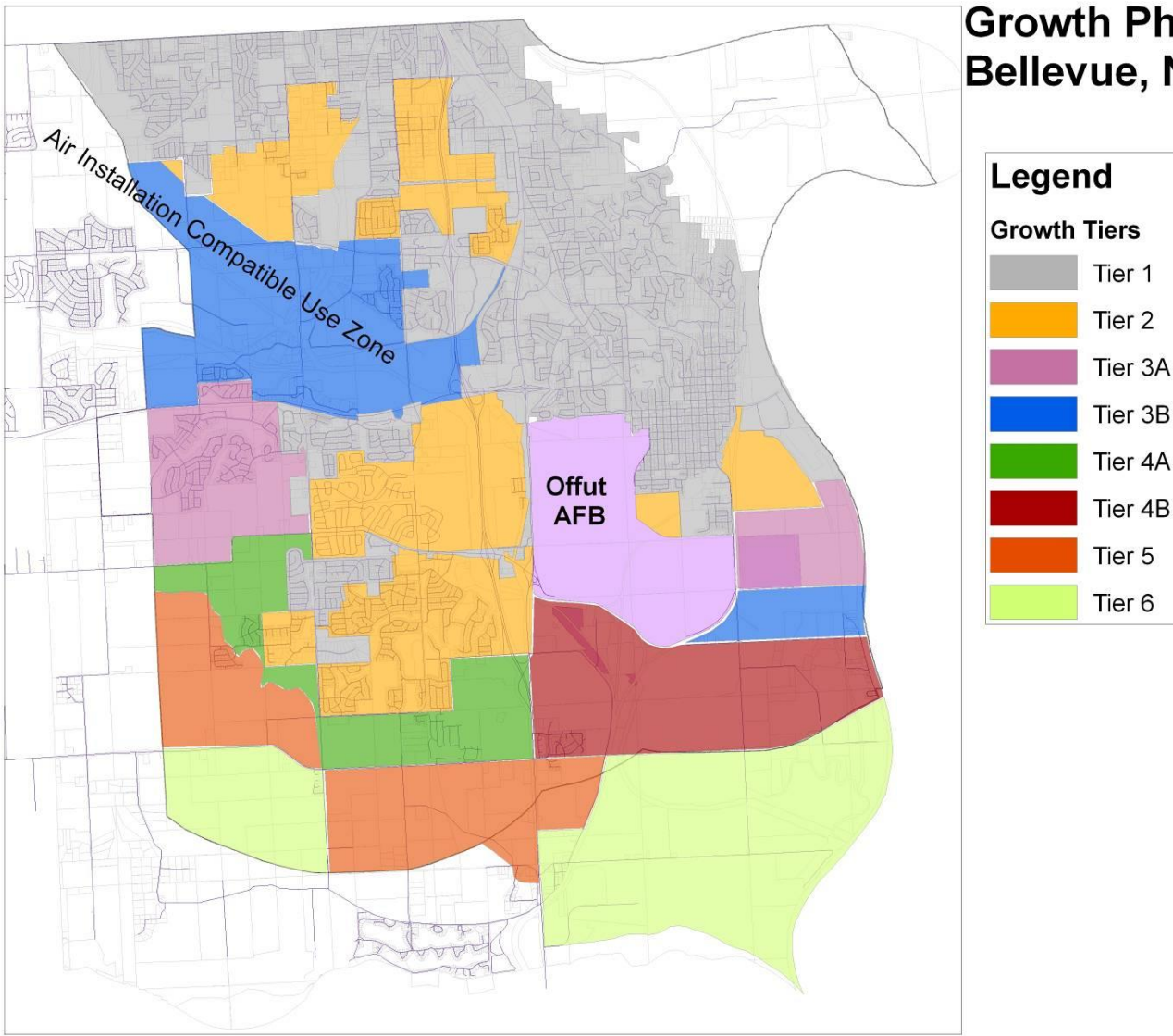
3.5 Phased-Growth Plan

Phasing development means expanding services on an incremental basis and avoiding the construction of long spans of water lines, sanitary sewer, and streets that do not serve current growth. The potential growth areas may have utilities extended in a number of ways, including the following:

- Constructing improvements incrementally through a capital improvements program that allocates an annual amount of funding to projects with future cost projections of 6 to 10 years. This option should also include an assessment of the developers' ability to cover portions of the overall costs.
- Requiring developers to pay the cost of utility extensions as developments are proposed. Individual developers could also charge future developers a fee to cover the part of the initial cost incurred by the original development.
- Sharing the cost of extending major utilities into a new area as development is proposed.
- Charging a developer an impact fee that is based on a fee structure developed by the City for approving a proposed development. This impact fee could be charged on a projected demand analysis for utilities, streets, etc., or on a per lot basis.
- Requiring new developments within the ETJ that are not adjacent to or within 300 feet of the corporate limits to install sanitary sewer and water lines (dry lines) at the time of initial development. This approach will allow the City to use the constructed system once utilities are extended to the subdivision.

The area around Bellevue is divided into six different areas called Tier 1 through 6. In some cases, the tiers have been further divided into subareas using alpha designations. Most of the designated areas are located within the ETJ, although sections of Tier 5 and 6 lie on the fringe or just outside the ETJ based upon the current corporate limits. Map 3-3 identifies the growth-district boundaries.

Growth Phasing Plan Bellevue, Nebraska



Map 3-3: Growth-Phasing Plan

Tier 1 Development

Tier 1 development is intended to be the primary area for development within the Bellevue area. This area is in the current corporate limits of Bellevue and is predominately serviced at the present time. As a result, only a slight amount of utility service extensions will be necessary to accommodate growth.

The area contains several notable concerns, including the following:

- Infill existing lots using already established utilities
- Redevelopment of undersized or older utility lines to service existing development, as well as to accommodate future development
- Redevelopment of substandard property
- Redevelopment of underutilized property

Tier 2 Development

Tier 2 development areas are located in six different locations and are spread evenly throughout the community. These locations are situated adjacent to the existing municipal boundary, with the majority surrounding Offutt AFB and Highway 75.

Tier 3 Development

Tier 3 development areas are located in four locations around Bellevue. Tier 3A is located immediately east of Offutt AFB, as well as to the far west-central section of the community. Tier 3B contains two sections, one of which includes the majority of the AICUZ.

Tier 4 Development

Tier 4 development areas are considered developable but have one of the highest price tags associated with development. The following two areas are currently designated as Tier 4:

- The area, known as Tier 4A, located immediately south and west of Tier 2.
- This area, known as Tier 4B, located south of Offutt AFB.

Tier 5 Development

Tier 5 development areas are generally situated on the fringe of the ETJ area and are located to the south and west of Tier 4A and 4B.

Tier 6 Development

Tier 6 development areas are located on the outer sections of the growth area for Bellevue. This tier is divided into two areas. The first area is next to the Platte and Missouri rivers. The second area is situated between the two sections of Tier 5.

3.6 Annexation Plan

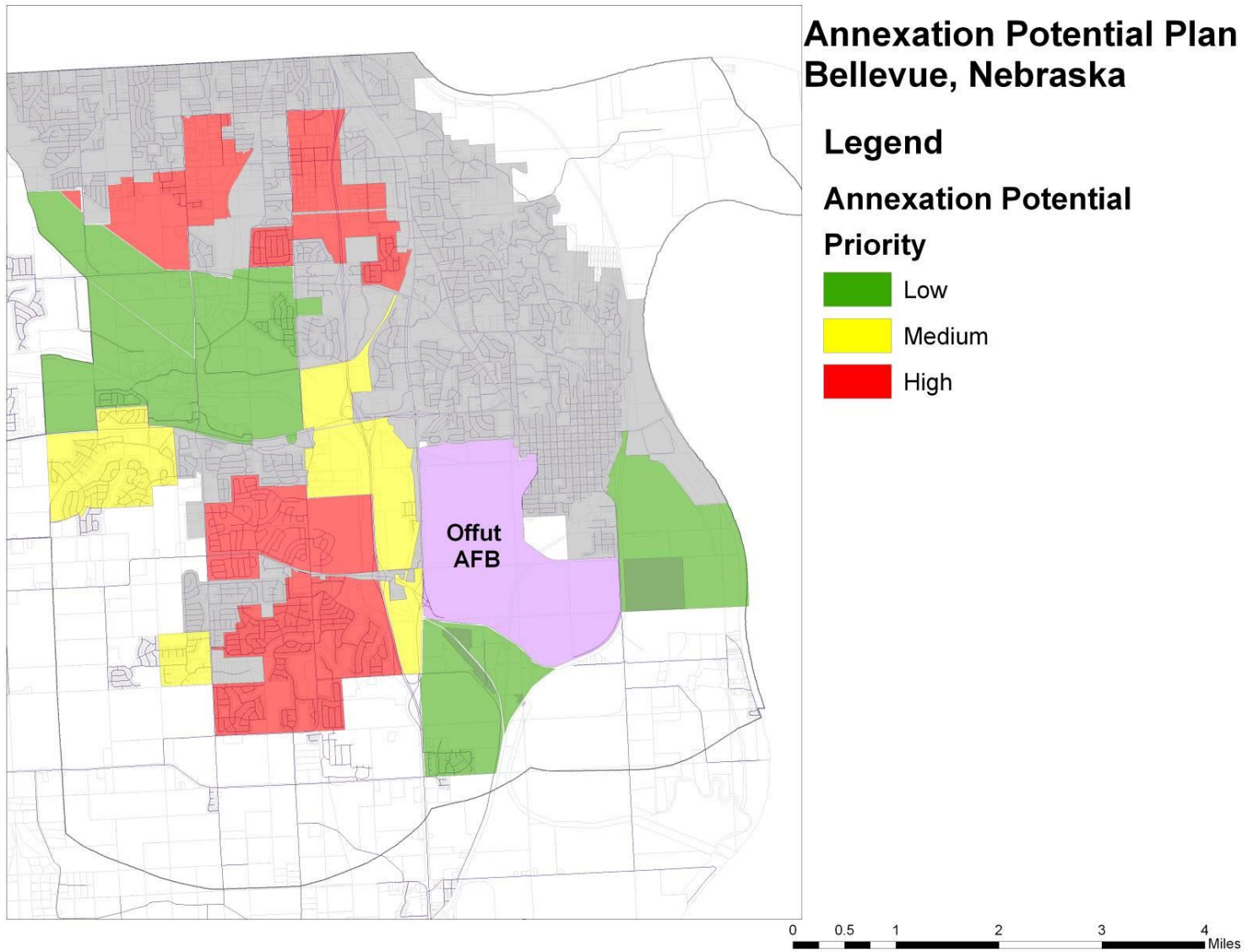
The potential of annexation for the City of Bellevue is further defined by graphically illustrating the potential annexation areas in Map 3-4: Annexation Potential. The map shows high-, medium-, and low-annexation priorities. These classifications are based upon an area's location, the amount of development in an area, and the potential for growth during the course of the planning period.

Additionally, each year the Planning Department conducts a study consisting of a cost-benefit analysis of potential areas for annexation. This study looks at the costs (including SID debt, infrastructure repair and upkeep, additional manpower and equipment necessary to provide city services) and benefits (including SID funds, property tax revenues, and sales tax revenues) of a potential annexation. Those areas in which the costs significantly outweigh the benefits are generally not considered for annexation.

Areas that are described as high-annexation priorities are located in the north-central and south-central fringes of the community. The south-central area currently contains a large amount of development and can, therefore, be considered urban and suburban in nature. The properties in the north-central of the City contain developed areas, as well as a significant amount of infrastructure, also making them urban and suburban in nature. Additionally, these areas are classified as a high priority because their annexation would help to square off the current municipal boundary.

The medium-priority areas are located along Highway 75 and in developed areas on the far southwest fringe of the community. The latter is an area of development that is farther out from most of the City, yet still adjacent to the corporate boundary.

Low-priority areas constitute the fringe areas on the southeast side of the community, as well as the majority of the AICUZ in the northwest part of the city. Some small areas are developed, but the majority of land in this classification is undeveloped. However, if commercial development occurs in this area and is adjacent to the corporate boundary, the area should be annexed immediately.



Map 3-4: Annexation Potential

4.0 Transportation Plan

The city's role as an urban center for the region has been, and will continue to be, dependent on its accessibility. Successful planning efforts for the City of Bellevue will rely on the resolution of transportation issues. The goal of transportation planning is the improved vehicular traffic flow in and around the community both for the resident's safety and the traveler's convenience. Avoiding congestion but retaining internal trip convenience for residents and tourists require a careful balancing of circulation objectives.

By statute, the transportation element of a comprehensive plan identifies the general location and extent of existing and proposed major arterial, collector streets, and street classifications. Multimodal transportation options are considered including transit, pedestrian, and bicycle alternatives. The transportation chapter, as a framework for the movement of people and goods, supports the proposed development patterns discussed in the Land Use and Future Land Use sections of the Bellevue Comprehensive Plan.

4.1 Existing Transportation-System Conditions

The transportation system for the City of Bellevue includes expressway, arterial, collector, and local street networks to meet the automobile transportation needs on a local and regional basis for residents, visitors, and truckers. Operations at Offutt AFB impact the surrounding community through the maintenance of an AICUZ, as well as the added traffic from base personnel. The Union Pacific and Burlington Northern Santa Fe railroads run primarily north and south through the center of Bellevue, providing movement of raw and processed goods and materials. The community is also served by a network of pedestrian and bicycle trails, which primarily follow the orientation of the regional waterways and provide scenic views for all who travel upon them.

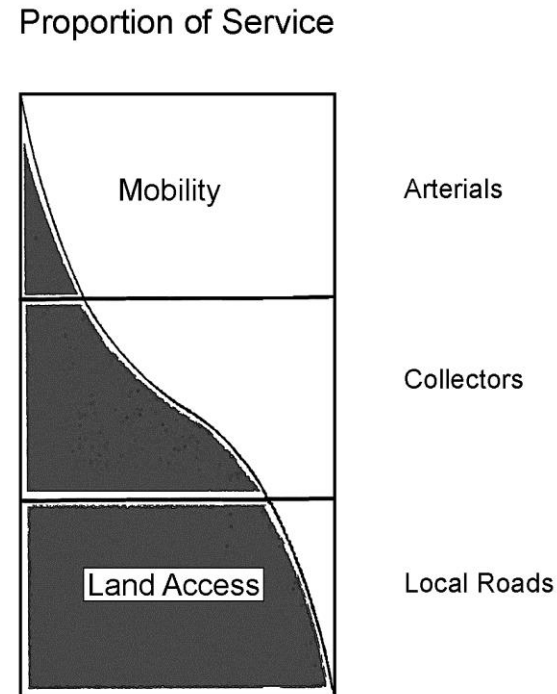
Street Transportation

The Federal-Aid Highway Act of 1973 required the use of functional highway classifications to update and modify the Federal-Aid Highway system. The Functional Classification System groups highways and streets into specific systems according to the service that is provided. The type of service is best

described by the relevant levels of access and mobility provided by the roadway. Typical transportation systems, like the network of highways and streets in the Bellevue planning area, illustrate an inverse relationship between the level of access and mobility. As a roadway provides increasing level of access to the abutting land, the mobility of the roadway decreases. Figure 4-1 illustrates this issue. The Functional Classification System is divided into urban and rural roads. Urban and rural areas have fundamentally different characteristics with regard to density and types of land use, density of street and highway networks, nature of travel patterns, and the relationship between these elements. Consequently, urban- and rural-functional systems are classified separately. Urban areas are those places within the boundaries set by the local officials having a population of 5,000 or more. Rural areas are those places that are not urban.

The Functional Classification System of the City of Bellevue comprises freeway and expressway roadways, collector roadways, rural-major collector roadways, and local streets.

Figure 4-1: The Relationship of Functionally Classified Systems in Serving Traffic Mobility and Land Access



principal- and minor-arterial roadways, roadways, rural-principal arterial

Urban Freeways and Expressways

Freeway roadways provide corridors for inter- and intra-regional traffic, particularly for long trips. The typical land uses accessed by freeway roadways include major industrial and commercial developments. These roadways are typified by high speeds, divided highways with full control of

access, and grade-separated interchanges. The number of lanes is directly related to traffic volume, with four- and six-lanes being the most common. Normally, freeway roadways are high-traffic volume corridors, carrying an excess of 20,000 vehicles per day (vpd) and often over 50,000 vpd.

The urban freeway, or expressway, roadway in the Bellevue Planning Area is the John F Kennedy Expressway (U.S. Highway 75) from Harrison Street to the Fairview Street ~~Street~~ Road interchange.

The average weekday traffic volumes for ~~2004~~ 2017 (Nebraska Department of Roads) for John F Kennedy Expressway inside the Bellevue Planning area illustrate the importance of their vehicle-carrying capacity. The traffic volumes are as follows:

- ~~Harrison Street~~ "L" Street to Chandler Road carries ~~61,900~~ 75,060 vpd
- ~~Chandler Road to Cornhusker Highway~~ carries ~~51,700~~ vpd
- Cornhusker Highway to State Highway 370 carries ~~44,200~~ 48,289 vpd
- State Highway 370 to Capehart Road carries ~~44,400~~ 35,750 vpd
- ~~Capehart Road to Fairview Road~~ carries ~~19,300~~ vpd

Urban Principal Arterials

Principal arterial roadways are used for longer trips and are high-traffic volume corridors that are not served by freeways. These roadways serve major centers of activity, with access to abutting land secondary to providing service for travel. These traffic corridors are typified by divided street segments with major access points at intersections with the surface street system and some direct access to abutting land. The number of lanes and type of median are directly related to the traffic volume and the type of use of the abutting land, with four- and six-lane divided roadways being the most common. The typical range of traffic volume on a principal arterial roadway ranges from 15,000 to 35,000 vpd.

The urban principal arterial roadways in the Bellevue Planning Area include:

- State Highway 370 from 48th Street to the John F Kennedy Expressway
- Harlan Drive from John F Kennedy Expressway to Galvin Road
- Galvin Road from Harvell Drive to Lincoln Road
- Fort Crook Road from Railroad Avenue to Capehart Road
- 13th Street from Railroad Avenue to Harrison Street

- Mission Avenue from Lincoln Road to Missouri River
- Franklin Street from Harvell Drive to Mission Avenue
- Harvell Drive from Franklin Street to Fort Crook Road
- Cornhusker Highway from Fort Crook Road to 25th Street.

Urban Minor Arterials

Minor arterial roadways interconnect with and augment the principal arterial system and are used for trips of moderate length. These roadways distribute traffic to geographic areas smaller than those served by the principal arterials, with more emphasis on service to abutting land. The number of lanes and type of median are directly related to traffic volume and the abutting land use, with normal standards calling for a mixture of two- and four-lane roadways. The traffic volume for minor arterial roadways generally ranges from 5,000 to 15,000 vpd.

The urban minor arterial roadways in the Bellevue Planning Area include the following:

- Capehart Road from John F Kennedy Expressway to 36th Street
- 25th Street from State Highway 370 to Capehart Road
- 36th Street from Blackhawk Drive to Harrison Street
- Lincoln Road from Mission Avenue to Gregg Road
- Bellevue Boulevard from Harrison Street to Gregg Road
- Galvin Road from Harvell Drive to Fort Crook Road
- Cornhusker Road from 25th Street to 48th Street
- Railroad Avenue from Harrison Street to Fort Crook Road
- Chandler Road from Fort Crook Road to 36th Street
- Harrison Street from 25th Street to 66th Street

Urban Collectors

Collector roadways connect local streets to the arterial street systems. These roadways serve residential neighborhoods, with direct access to abutting land. Collector roadways are normally two-lane roadways with curbs and gutters. The typical volume of traffic ranges from 2,000 to 5,000 vpd.

The urban collector roadways in the Bellevue Planning Area include the following:

- Chandler Road from Fort Crook Road to Bellevue Boulevard
- Childs Road from Bellevue Boulevard to 25th Street
- 25th Street from Harrison Street to State Highway 370
- Avery Road from Fort Crook Road to Bellevue Boulevard
- Betz Road from Harlan Drive to Lloyd Street
- Lloyd Street from Betz Road to Galvin Road
- Bellevue Boulevard from Lincoln Road to Lord Boulevard
- Lord Boulevard from Bellevue Boulevard to Franklin Street
- Franklin Street from Lord Boulevard to Harvell Drive
- 16th Street from Franklin Street to Main Street
- Main Street from 16th Street to M Kountze Drive
- M Kountze Drive from Main Street to 12th Avenue
- 12th Avenue from M Kountze Drive to Bluff Street
- Bluff Street from 12th Avenue to Warren Street
- Warren Street from Bluff Street to Mission Avenue
- Freeman Drive from Harvell Drive to 19th Avenue
- Jackson Street from 19th Avenue to Mission Avenue
- Lincoln Road from Mission Avenue to 24th Avenue
- 24th Avenue from Lincoln Road to Calhoun Street
- Calhoun Street from 24th Avenue to 29th Avenue
- 29th Avenue from Calhoun Street to Hancock Street
- Washington Street from Mission Avenue to 29th Avenue
- Hancock Street from Mission Avenue to 29th Avenue
- Harlan Lewis Road from 29th Avenue to Offutt AFB Road.
- Capehart Road from John F Kennedy Expressway to Fort Crook Road
- Fairview Road from Tregaron Drive to 25th Street
- 25th Street from Fairview Road to Capehart Road
- 48th Street from Harrison Street to Cornhusker Highway
- Giles Road from 48th Street to 36th Street
- 42nd Street from Harrison Street to Giles Road

Rural Principal Arterials

Rural principal arterial roadways provide traffic movement with trip length and density suitable for substantial statewide or interstate travel. These roadways typically serve as the primary connection between urban areas with populations over 50,000 and a large majority of areas with populations over 25,000. Rural principal arterials provide integrated movement without stub connections except where unusual geographic or traffic-flow conditions dictate otherwise (e.g., international boundary connections or connections to coastal cities). In more densely populated states, this class of highway includes most (but not all) heavily traveled routes that might warrant multilane improvements.

Rural principal arterial roadways in the Bellevue Planning Area include the following:

- State Highway 370 from 48th Street to 60th Street
- U.S. Highway 75 from Fairview Street to Platte River

Rural Minor Arterials

Rural minor arterial roadways link cities and larger towns and form an integrated network providing interstate and intercounty service. These roadways should be spaced at such intervals, consistent with population density, so that all developed areas of the state are within a reasonable distance of an arterial highway. Rural minor arterial roadways provide service to corridors with trip lengths and travel density greater than those predominantly served by rural collector or local systems. Rural minor arterials consist of routes whose design should provide for relatively high travel speeds, with minimum interference to movement.

The Bellevue Planning Area does not currently have roadways that qualify as minor arterial roadways.

Rural Major Collectors

Rural major collectors roadways should provide service to any county seat not served by an arterial route, to larger towns not directly served by the higher systems, and to other traffic generators of equivalent intra-county importance, such as consolidated schools, shipping points, county parks, important mining and agricultural areas, etc. These roadways should also link the aforementioned land

uses with nearby larger towns or cities or with routes of higher classification and serve the more important intra-county travel corridors.

Rural major collector roadways in the Bellevue Planning Area include the following

- Cornhusker Road from 48th Street to Eagle Hills Drive
- Capehart Road from 36th Street to 60th Street
- 36th Street from Blackhawk Drive to Platteview Road
- Platteview Road from U.S. Highway 75 to 57th Street
- Fort Crook Road from Capehart Road to Fairview Road
- Harlan Lewis Road from Offutt Air Force Base Road to LaPlatte Road
- LaPlatte Road from Harlan Lewis Road to U.S. Highway 75

Rural Minor Collectors

Rural minor collector roadways should be spaced at intervals, consistent with population density, to collect traffic from local roads and so that all developed areas are within a reasonable distance of a collector road. They should also provide service to the remaining smaller communities and link the locally important traffic generators with other areas.

Rural minor collector roadways in the Bellevue Planning Area include the following:

- Fairview Road from John F Kennedy Expressway to Tregaron Drive
- LaPlatte Road from U.S. Highway 75 to 57th Avenue
- 36th Street from LaPlatte Road to Platteview Road
- 57th Avenue from La Platte Road to Platteview Road

Local Roadways

Local roads primarily provide access to adjacent land, provide service to travel over relatively short distances as compared with collector roadways or other higher systems. Local roads will constitute the mileage not classified as part of the principal arterial, minor arterial, or collector systems; urban or rural.

Major Bridges

The Bellevue Planning Area is bordered by two major rivers—the Missouri River and the Platte River. Connectivity between the City of Bellevue, Iowa, and other areas of Nebraska is provided by the following two bridges:

- State Highway 370 Bridge, which is a two-lane toll bridge that crosses the Missouri River.
- U.S. Highway 75, which is a four-lane structure that crosses the Platte River.

Transit

Within the planning area, public transportation is operated by Metro. Metro was “enabled” by an act of the Nebraska State Legislature, Bill 1275, and began operations in July 1972.

As a quasi-public and private entity, autonomous in nature, Metro operates on a daily basis under the direction of a Board of Directors consisting of five members. Board members are appointed by the City of Omaha’s City Council and the Douglas County Commissioners. The first board was sworn in and took office on May 30, 1972. Since then, the Metro Board has met monthly, and the meetings are in compliance with the State of Nebraska’s Open Meeting Laws.

Metro maintains transit services for all areas within the city limits of the City of Omaha. Transit service outside the Omaha city limits and with private entities are “turnkey” contracts. All Metro City of Omaha services and contracted services are available to the general public with published fares and schedules. The City of Bellevue currently has a contract with Metro to provide transit services to the within the city. Bellevue Metro Area. Currently Bellevue is served by one Metro express route, which has park and ride locations generally east of Highway 75 and west of Galvin Road.

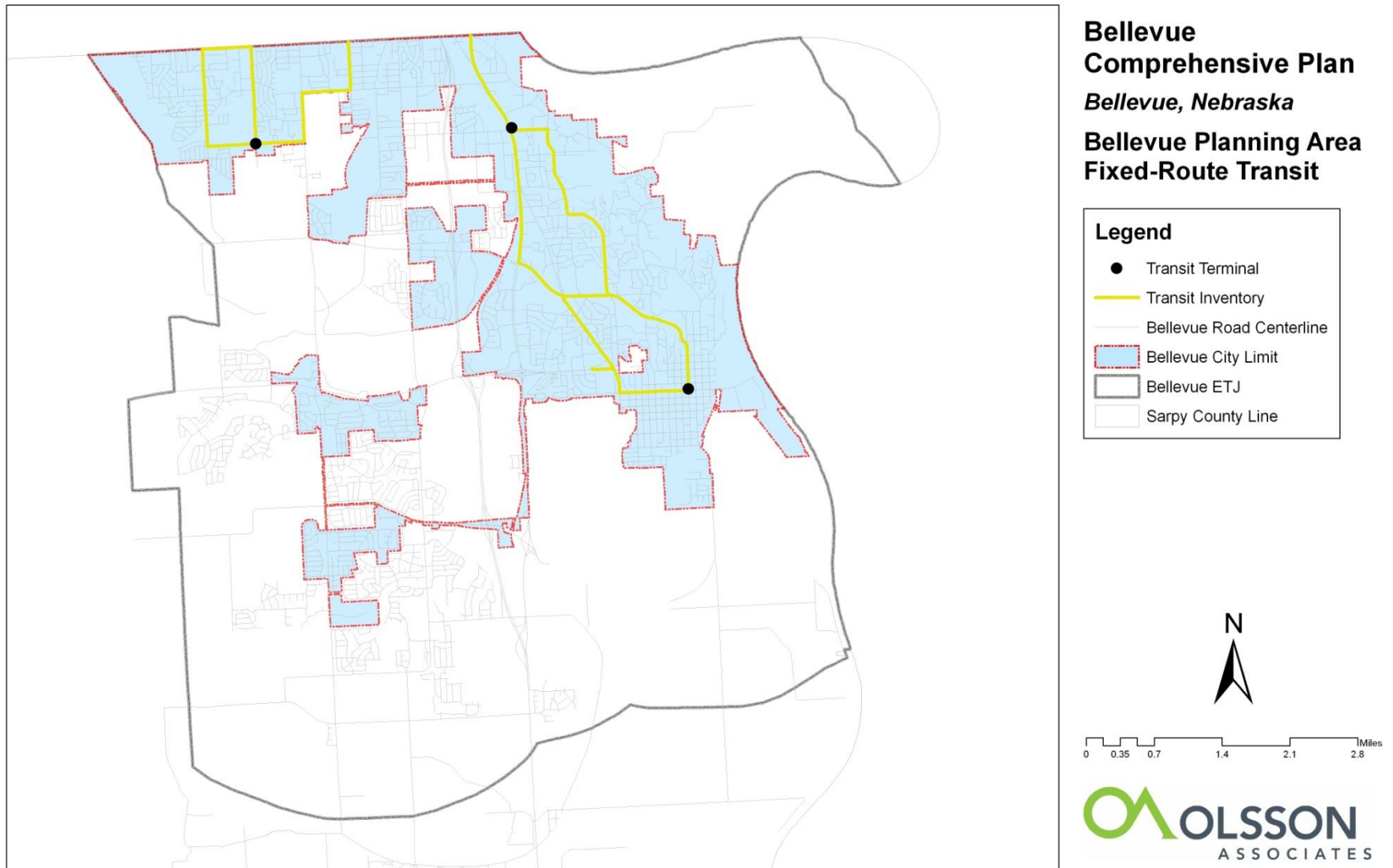
The Human Services Division of the City’s Administrative Services Department operates a specialized transportation bus system for elderly and disabled Bellevue residents. This service will transport residents to and from destinations in Bellevue and Omaha. There is a fee for this service and registration and advance reservations are required.

~~MAT provides the only available transit services to the Bellevue area. The type of transit is surface bus service. Surface bus refers to any system on which conventional transit vehicles provide passenger service using operating routes and schedules on existing streets and highways. The distinguishing~~

~~feature of the surface bus is operation on a shared right of way and in mixed traffic. The operating characteristics vary considerably on the route function and traffic conditions. Map 4-1 displays the fixed routes and bus terminals for the Bellevue Planning Area.~~

Complete Streets

Complete Streets has been defined by the City of Bellevue as “streets designed and operated to enable a multimodal, context sensitive framework of streets that provide safe, efficient access and use for all users”. The City of Bellevue has adopted a policy to plan for, design and construct all new City transportation improvement projects in accordance with Complete Streets guidelines to provide for the safety and convenience of all users of all ages and abilities, including pedestrians, bicyclists, transit uses and motorists.



Map 4-1: Bellevue Planning Area Fixed-Route Transit

Pathways and Trails

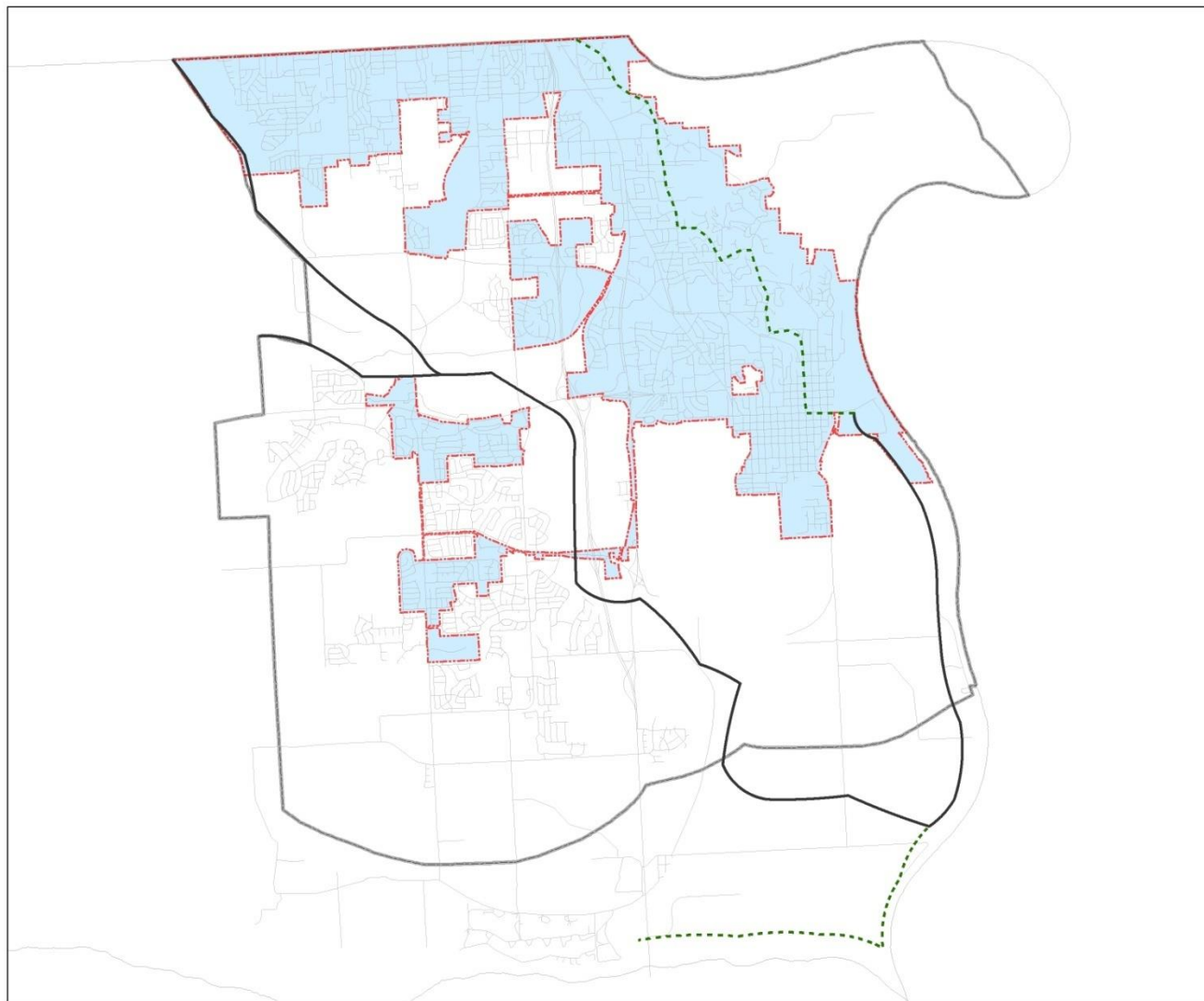
Continuous systems of pedestrian and bicycling paths are advocated to accommodate short trips for many persons, especially those who are unable to drive, as well as for recreational purposes. Established pedestrian linkages in the Bellevue Planning Area should be connected to neighborhoods, schools, recreation and shopping areas, and other destination within the community. Extensions of the trail systems should incorporate multipurpose design.

The existing bicycle and pedestrian trail network is best described as a shared-use path. These paths are generally used in corridors not served by streets and highways. Recreational paths along waterways, natural scenic areas, parks, recreational areas or other public places all serve this purpose. They are intended to provide a viable surfaced pathway for bicyclists, pedestrians and equestrian traffic. Possible future path and trail systems are indicated in Map 4-2 and in the city's Park Master Plan.

Although a well-defined recreational trail system exists within the Bellevue Planning Area, major commuter routes are not currently used. The existing Bellevue trail system follows the Papio Creek and Missouri River waterways. There are few, if any, direct trail segments that offer commuting opportunities.

The future pathway and trails illustrated in Map 4-2 propose that the existing trails be extended along the Missouri River, adjacent to the Bellevue Planning Area. This extension will further the recreational opportunities that the existing trails provide while creating a better connection between the Bellevue and Omaha trail systems. Given the limited ability of municipal and county governmental agencies to predict when and where recreational trails will be needed and how they will be funded, the City of Bellevue must constantly update and revise its plan for the future extension of a trail network to reflect the growth pattern and the need for such facilities.

It is recommended that the City of Bellevue work with the Metropolitan Area Planning Agency (MAPA) to achieve the designation of a Bicycle Friendly Community. Activities aimed at achieving this designation include the creation of a bicycle route map, designation of bike routes and paths, offering educational activities that promote biking and bicycle safety, and promoting the bicycle as an acceptable mode of transportation.



**Bellevue
Comprehensive Plan**
Bellevue, Nebraska
**Existing and
Proposed Trails**

Legend

- Existing Trails
- - - Proposed Trails
- Bellevue Road Centerline
- Bellevue City Limit
- Bellevue ETJ
- Sarpy County Line



0 0.375 0.75 1.5 2.25 3 Miles

OLSSON
ASSOCIATES

Map 4-2: Existing and Proposed Trails

Rail Transportation

The existing railroad system in the Bellevue area is an extension of the first transcontinental railroad which began in Omaha. Approximately 50 miles of railroad track runs through the City of Bellevue. Every mile of the rail system is operated and maintained by the Union Pacific Railroad (UPRR) and Burlington Northern-Santa Fe (BNSFRR) railroads. UPRR maintains a dispatch center to the north of the planning area in Omaha. Map 4-3 displays the active rail corridors in the Bellevue Planning Area.

All railroad concerns operating in the Bellevue area are private ventures. Future actions, plans, and investments will be made by their respective governing boards.

As the new Missouri River Bridge and Highway 34 corridor are completed south of Offutt AFB, it is expected that there will be demand for rail-served industrial sites in this area. An extension of the existing spur line south of LaPlatte Road can be made to serve the area immediately south of the new Highway 34 and north of LaPlatte Road, while a new spur can be constructed to serve the proposed industrial area north of the Papillion Creek. Map 4-3 also shows the locations of the proposed new rail lines.

Aviation

There are five airport facilities located within the Bellevue area. Three of these facilities are public airports, one is a private facility and the fifth is operated by the United States Air Force. Operation of these facilities needs to be taken into consideration when making land use decisions.

The vast majority of civilian traffic in the area flows through Omaha's Eppley Airfield. Eppley is the sole commercial airport with regular commercial service in the region. Eppley Airfield is operated by the Omaha Airport Authority (OAA). Eppley Airfield offers domestic service to the nation's major hubs where passengers can connect to destinations across the globe. A second public airport in Omaha is the Millard Airport. This single-strip, general aviation facility is also under the control of the OAA. The region's third public airport is located east of Council Bluffs, IA. The Council Bluffs Municipal Airport is a dual-strip general aviation facility and is operated by the Council Bluffs Airport Authority. The final publicly-owned airport is the single-strip Plattsmouth Municipal Airport, operated by the Plattsmouth Airport Authority. The North Omaha Airport is a privately owned, public use airport located north of

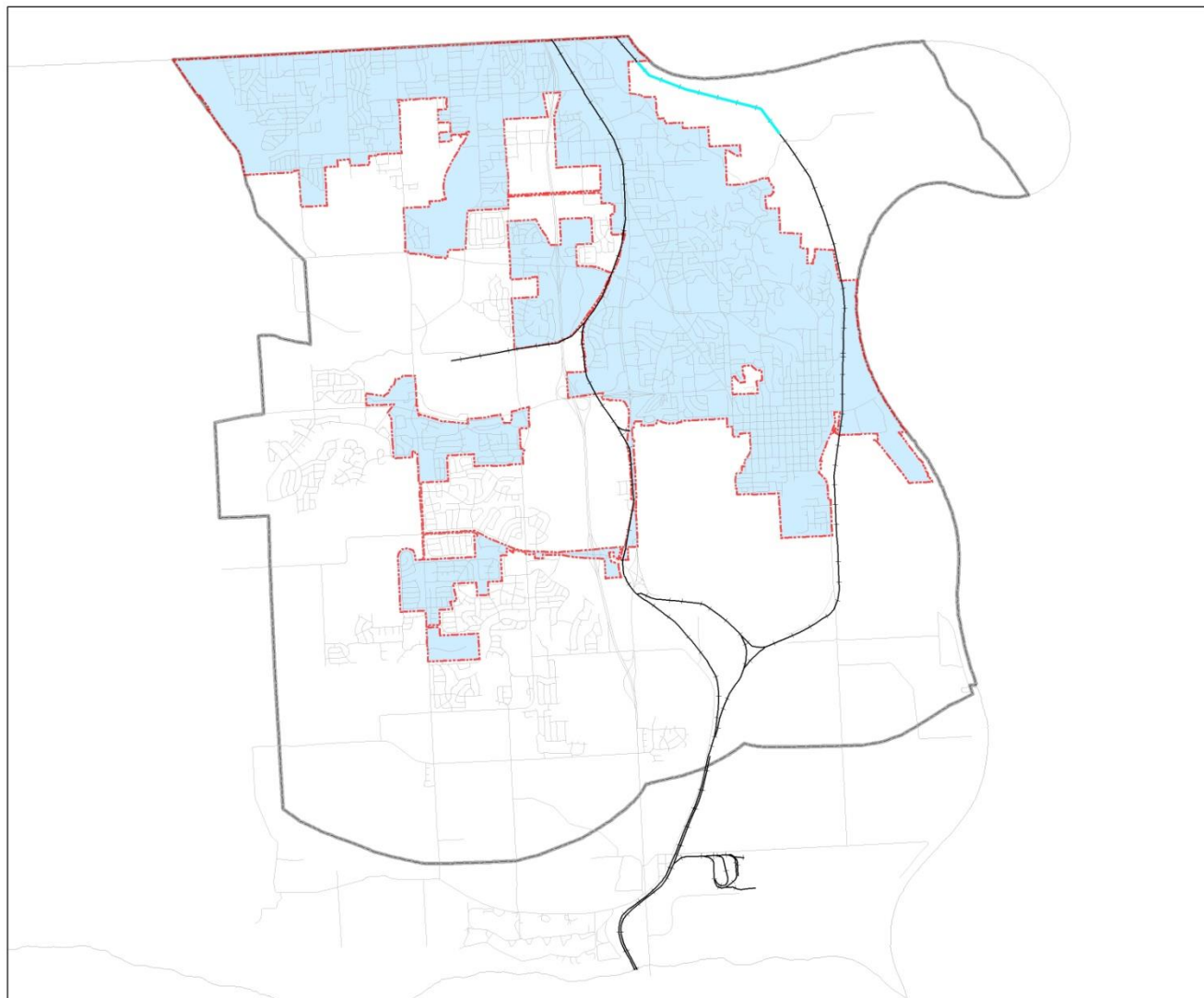
Interstate 680 on 72nd Street. Users pay a fee for operation of the airport. The North Omaha Airport is also the home base for the Omaha Police Department's helicopter fleet.

The United States Air Force operates Offutt Air Force Base in Bellevue. In the past, Offutt was the home of Strategic Air Command or SAC. Currently, Offutt Air Force Base is the home of United States Strategic Command or USSTRATCOM and the 55th Wing of the United States Air Force. There are currently around 10,000 military and federal employees stationed at Offutt in various capacities.

~~Offutt AFB is a military aviation airport located southwest of downtown Bellevue on 1,962 acres of land. The first of three main entrances to the base is near the northwest corner of Offutt AFB at the intersection of Fort Crook Road and Nelson Drive. The second is near the southwest corner of Offutt AFB at the intersection of Fort Crook Road and Capehart Road. The third and final main entrance to Offutt AFB is near the northeast corner of the base, just south of the intersection of Lincoln Road and 24th Avenue.~~

~~Offutt AFB was established in 1890 when Fort Crook was commissioned by the U.S. Army. The facility was first used as a dispatch point for Indian conflicts on the Great Plains. The fort's namesake was Major General George Crook, a Civil War general. The oldest surviving part of Fort Crook is the parade grounds and surrounding brick buildings that were constructed between 1894 and 1896. These buildings are still in active use today as squadron headquarters, quarters reserved for high-ranking generals (Generals Row), and Nebraska's oldest operational jail.~~

~~Since 2005, Offutt has undergone several major renovations. The on-base "Wherry" housing area was demolished and replaced with new housing. A new fire house, mini-mall, and post office were completed in 2006. Additionally, the U.S. Air Force Weather Agency has moved to a new facility on the base.~~



**Bellevue
Comprehensive Plan**
Bellevue, Nebraska
**Existing Railroad
Corridors**

Legend

- +— Railroad
- Bellevue Road Centerline
- ▬ Bellevue City Limit
- ▬ Bellevue ETJ
- ▬ Sarpy County Line



0 0.375 0.75 1.5 2.25 3 Miles

OLSSON
ASSOCIATES

Map 4-3: Existing Railroad Corridors

4.2 Access Management

This section of the transportation plan details recommended access-management guidelines that should be adopted by the City of Bellevue. Access management is characterized as the strategic provision of access along streets, including the systematic control of the location, spacing, design, and operation of street and driveway connections to a roadway. Access management should be a priority along all arterial streets. In addition, continuous collector roadway networks should be developed to supplement the arterial roadway system.

The following standards reflect the criteria applicable to the location and design of access points. More than one criterion may apply to any condition. These standards are applicable to new development and should be used for existing areas and roadways to the greatest extent practicable. Consideration should be given to driveway consolidation, relocation, and on-site connectivity where possible.

Traffic Signal Spacing

Future traffic signals on principal arterials should be spaced at 0.5-mile intervals. All other arterial roadways should allow for signalized intersection spacing at no less than 0.25-mile intervals.

Median Break Spacing

Median breaks, and allowances for them, are an important component of access management. The following guidelines should apply to the design and control of median breaks:

- Median breaks should not be allowed on arterial roadways within 1,000 feet of an interchange.
- Full median break access can be allowed where traffic signals, if installed at some point in the future, would be adequately spaced from adjacent traffic signals.
- Non-signalized median breaks on divided principal arterials should be spaced at 0.25-mile intervals and 0.125-mile intervals along other arterial roadways.

Private Driveways

A key access-management issue is the location and type of access driveways on the street network. The guidelines below should be incorporated for all planned access drives. Consideration should be given to eliminate, consolidate, and improve separation of existing driveways, to the extent possible. These guidelines will allow for safer and more efficient traffic flow.

- Direct driveway access should not be allowed on future principal arterial roadways.
- Residential driveway access should not be allowed on all arterial roadways and should be limited as much as possible on collector roadways.
- Nonresidential driveway access should not be allowed within an intersection influence area. An intersection influence area is that area within 500 feet of an intersection, along an arterial roadway and with 300 feet of an intersection along a collector roadway.
- Spacing between driveways should be kept at a minimum of 300 feet and preferably 400 feet.
- Driveways that may potentially produce traffic volumes that would warrant signalization shall be located to satisfy the traffic signal spacing requirements.

Street Spacing

All future major arterial roadways should be planned for at no less than 1-mile intervals. Future collector roadways should be planned for at 0.5-mile (no closer than 0.333-mile) spacing along primary roadways wherever possible throughout Bellevue. This separation of future roadways will ensure that adequate spacing will exist between major intersections.

In addition, proposed major commercial access locations and other cross-street approaches should be planned to accommodate a minimum of four lanes (one inbound and three outbound) in the event that signalization would be needed. This would allow for a left, through, and right-turn lane at the side street approaches.

4.3 Street-System Improvements

Transportation improvements typically follow changes in land-use patterns. As the City and surrounding areas are urbanized into residential, commercial, or industrial uses, the current transportation system must be expanded to better serve these developments. According to MAPA, which serves the Omaha and Council Bluffs Metro Area (including Bellevue), transportation improvements can lag behind the changes in land use by up to 15 years. In the case of the Bellevue Metro Area, increased developments in the south have overloaded existing transportation facilities and increased congestion.

~~MAPA commissioned a Transportation Funding Study in October 2004 to better understand the full extent of the deficiencies in Bellevue's transportation system. In this study, existing and future transportation needs were identified to relieve congestion and improve the transportation system to service the increasing land-use changes. Improvements are identified to address existing and future needs in the Bellevue Planning Area and are attributable to both local and state facilities. These improvements are meant to add capacity, increase safety, and provide adequate service to developing areas. In addition, areas deficient in transportation facilities were identified. Improvements for the Bellevue Planning Area are identified in the MAPA Transportation Funding Study. The details are described in Table 4-1 and visually depicted in Map 4-4 and Map 4-5.~~

Planning for major street improvements is coordinated regionally through the Metropolitan Area Planning Agency. On February 24, 2011 the MAPA Board of Directors approved the 2035 Long Range Transportation Plan for the Omaha metropolitan area, including Bellevue. The following projects were included for Bellevue and its zoning jurisdiction:

<u>US-34, Missouri River Bridge Approach</u>	<u>New 4-lane (Complete)</u>
<u>US-34, Missouri River Bridge, Nebraska Share</u>	<u>New bridge (Complete)</u>
<u>36th Street, Highway 370 to Sheridan Road</u>	<u>2 lane rural to 4 lane urban</u>
<u>36th Street, Sheridan Road to Platteview Road</u>	<u>2 lane rural to 4 lane urban</u>
<u>Platteview Road, 27th Street to US-75 interchange</u>	<u>New 4 lane urban</u>
<u>Capehart Road, 27th Street to 35th Street</u>	<u>2 lane rural to 4 lane urban</u>
<u>Platteview Road, 36th Street to 27th Street</u>	<u>4 lane divided with left turn lanes</u>
<u>48th Street, Cornhusker to Bellevue city limits</u>	<u>3 lane with TWLTL</u>
<u>25th Street, north of Childs</u>	<u>3 lane with TWLTL</u>

<u>25th Street, Schneekloth Road to south of Capehart</u>	<u>3 lane with TWLTL</u>
<u>US-75, Platteview Road interchange</u>	<u>New interchange</u>
<u>US-75, Fairview Road interchange</u>	<u>Reconfigure interchange</u>
<u>US-75, Plattsmouth – Bellevue, N of Platte River</u>	<u>4 lane freeway</u>
<u>Platteview Road, 84th Street to 36th Street</u>	<u>4 lane urban</u>
<u>Capehart Road, 36th Street to 84th Street</u>	<u>4 lane urban (Partially complete, 3-lane section)</u>
<u>US-75, Highway 370 to “W” Street</u>	<u>Add'l lanes northbound and southbound</u>

These street improvements are depicted on Map 4-4.

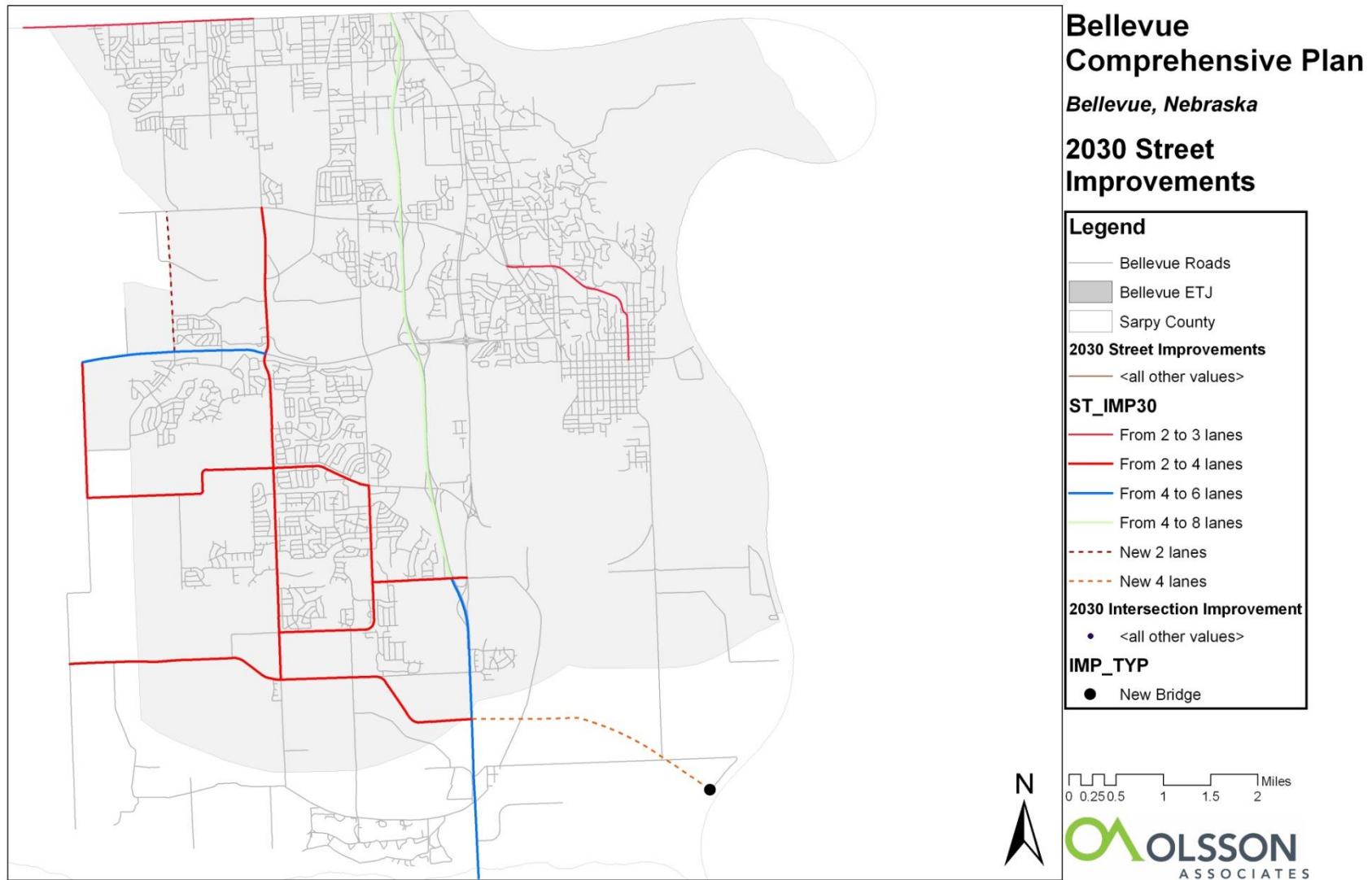
Improvements to 36th Street, between Highway 370 and Platteview Road, and to Capehart Road, between 27th Street and 25th Street, are included in the City's 2015-2020 Capital Improvement Plan and are expected to be completed in the near term. The US-34 bridge project was completed in October, 2014; all other projects are longer term and are dependent upon federal, state, and local funding availability.

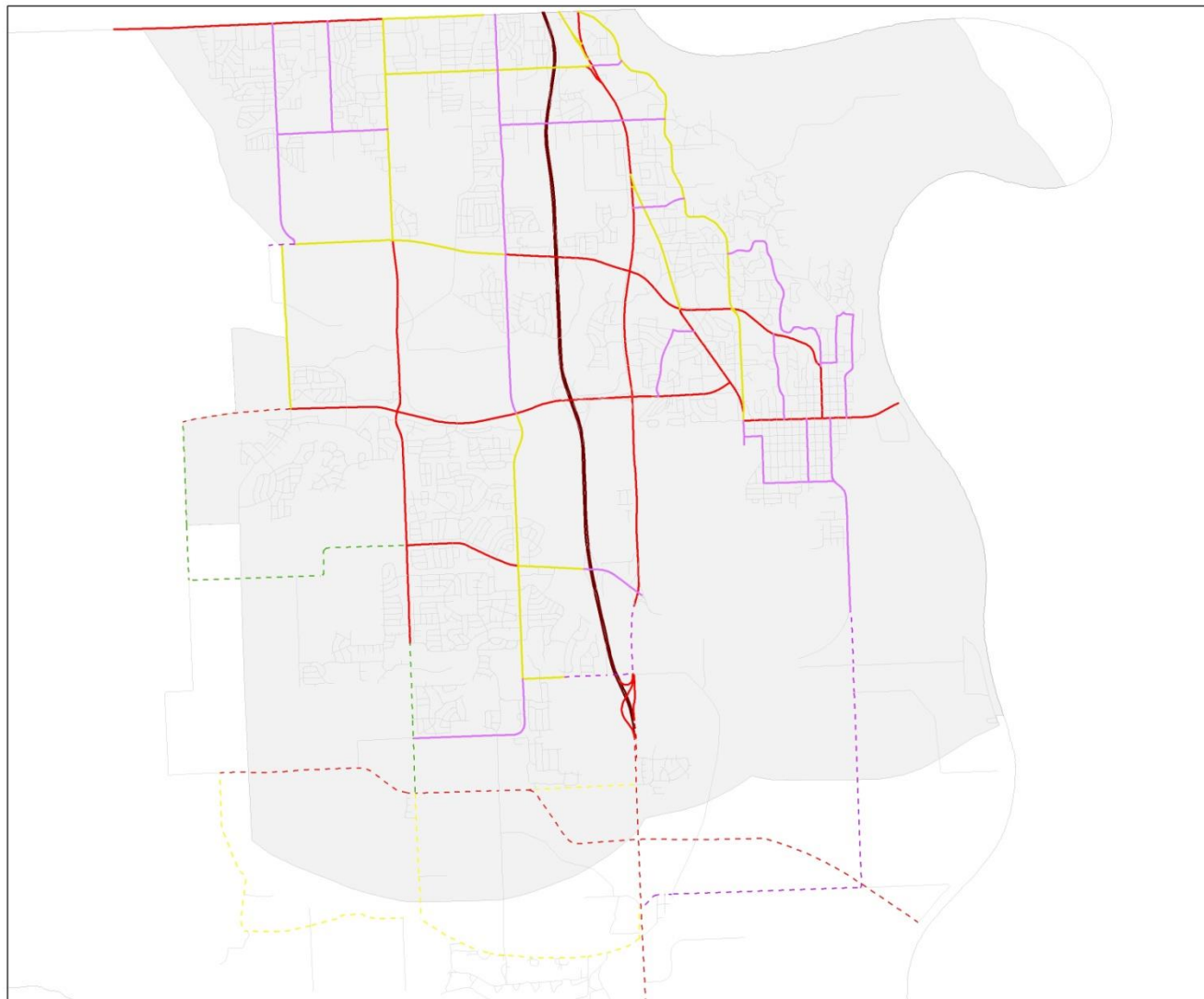
With the expected industrial development south of Bellevue that will follow the completion of the Highway 34 Bridge, increased traffic is expected between this area and the Olde Towne area. Currently this traffic utilizes a residential street; an alternate route that avoids the residential area and provides for more efficient traffic flow should be considered between Mission Avenue and Highway 34. This new roadway is also depicted on Map 4-4, but is shown only for illustrative purposes—no location has been determined.

Street System Improvements

Facility	From	To	Improvement
25 th Street	Schneekloth Road	Capehart Road	From 2 to 4 lanes
36 th Street	Capehart Road	Cornhusker Road	From 2 to 4 lanes
36 th Street	Platteview Road	Capehart Road	From 2 to 4 lanes
48 th Street	NE-370	Cornhusker Road	New 2 lanes
60 th Street	NE-370	Capehart Road	From 2 to 4 lanes
Lincoln Road / Mission Avenue			Intersection improvement
Capehart Road	25 th Street	180 th Street	From 2 to 4 lanes
Fairview Road	Fort Crook Road	25 th Street	From 2 to 4 lanes
Franklin Street	Harvel Drive	Mission Drive	From 2 to 3 lanes
Harrison Street	36 th Street	48 th Street	From 2 to 3 lanes
Harrison Street	48 th Street	72 nd Street	From 2 to 3 lanes
Harvel Drive	Galvin Road	Franklin Street	From 2 to 3 lanes
Kennedy Freeway	Fairview Road	Platte River	From 4 to 6 Fwy
Kennedy Freeway	NE-370	Fairview Road	4 Exp to 8 Fwy
Kennedy Freeway	Q Street	NE-370	From 4 to 8 lanes
NE-370	36 th Street	72 nd Street	From 4 to 6 lanes
Platteview Road	US-75	NE-31	From 4 to 6 lanes
Platteview Road-Ext	Connector	I-80	New 4 lanes, new bridge
Schneekloth Road	25 th Street	36 th Street	From 2 to 4 lanes

Table 4-1: Street System Improvements



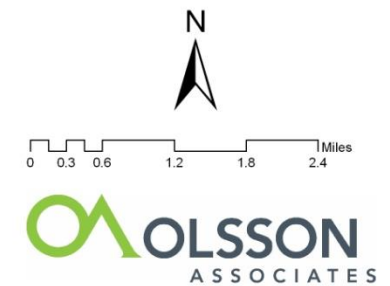


Bellevue Comprehensive Plan

Bellevue, Nebraska

Recommended Future Roadway Functional Classification

Legend	
	Bellevue ETJ
	Sarpy County
	Freeway or Expressway
	Urban Principle Arterial Roadway
	Urban Minor Arterial Roadway
	Urban Collector Roadway
	Rural Principle Arterial Roadway
	Rural Minor Arterial Roadway
	Rural Major Collector Roadway
	Rural Minor Collector Roadway
	Local Roads



Map 4-5: Recommended Future Roadway Functional Classification

4.4 Funding Evaluation

Various federal, state, and local funding sources could be considered to implement Bellevue's transportation improvements. Possible funding sources include the following:

- **Federal Surface Transportation Program (STP) dollars.** This program returns federal gas tax dollars to states on an annual basis. These funds can be used for improvements to any public roadway. The Nebraska Department of Roads allocates these funds to cities and counties and retains some for state use.
- **State highway dollars.** The Nebraska Department of Roads collects state gas taxes to fund improvements to the state highway system. These funds could be used for improvements to state highways in Bellevue, such as U.S. Highway 75.
- **Grade-separation dollars.** The Nebraska Department of Roads collects a train-mile tax from closing at-grade highway-rail intersections. These funds could be used to construct new railroad grade-separation structures.
- **State and federal highway safety dollars.** Funding is available for improvements at hazardous locations.
- **Intelligent Transportation System (ITS) dollars.** Federal and state funds are frequently set aside for ITS projects to improve traffic and transit operations. Both the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) administer these funds. Some state and local areas have obtained Congressional "earmarks" for specific ITS projects or programs.
- **Transportation enhancement dollars.** Federal programs exist for transportation enhancements, such as trails.
- **City sales or other tax dollars.** The City has traditionally used some of its taxes for transportation maintenance and operational improvements.

- **Bonding dollars.** Many communities have used bonding to fund transportation improvements. A source of funding to repay the bonds is required.

As with most communities, the number of potential improvement projects far exceeds the funding that may be available for these improvements. Thus, a recommended transportation plan must be adopted so that available funding sources can be explored and appropriate projects included in the State's Transportation Improvement Program (TIP).

5.0 Energy Element

In 2010, the Nebraska Legislature approved Legislative Bill 997, amending Section 19-903 of the Nebraska State Statutes which identifies the required components of a city's comprehensive development plan. LB 997 added the following requirement:

"An energy element which: Assesses energy infrastructure and energy use by sector, including residential, commercial and industrial sectors; evaluates utilization of renewable energy sources; and promotes energy conservation measures that benefit the community;"

The information contained in this section was obtained from publicly available sources, including utilities serving the City of Bellevue. Although repeated efforts were made to obtain data regarding natural gas use in the city, no information was provided by the city's two gas suppliers—Metropolitan Utilities District and Black Hills Energy.

ENERGY INFRASTRUCTURE

Electrical Power

Bellevue's electrical power is supplied by Omaha Public Power District (OPPD). OPPD is headquartered in Omaha, NE, and serves a 13 county, 5,000 square mile area. They serve a population of approximately 789,000 people. OPPD ranks as the 12th largest public power utility in the United States in number of customers served.

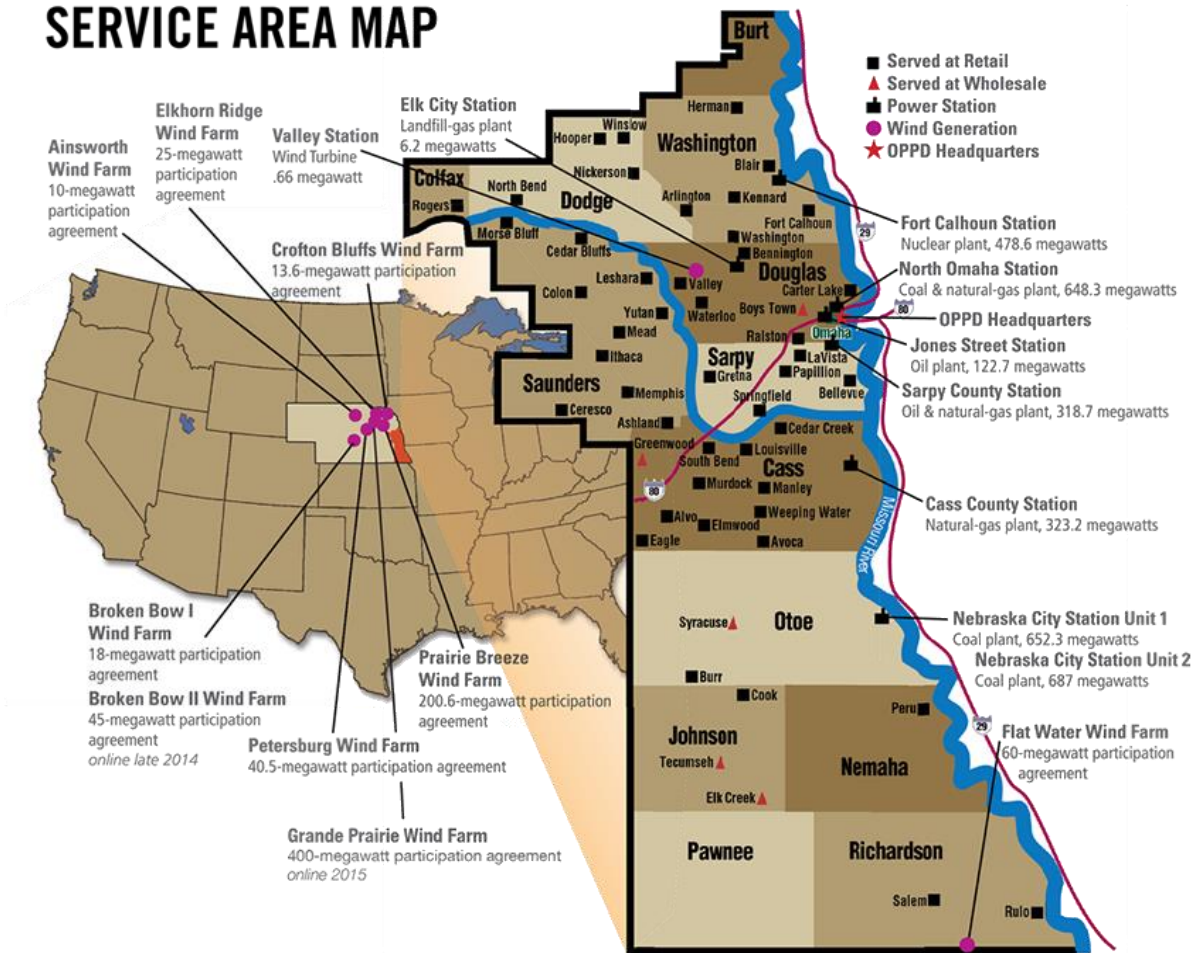
The majority of OPPD's power comes from three power plants: North Omaha Station (a coal-fired plant), Nebraska City Station (a coal-fired plant), and Fort Calhoun Station (a nuclear power plant). OPPD also has renewable energy resources, to include a landfill gas plant and wind turbines.

*Source: Omaha Public Power District

Most recently within Bellevue's jurisdiction, OPPD has constructed two new substations. One is located at 27th Street and Platteview Road, while the other is located near Offutt Air Force Base along Fort Crook Road South.

OPPD Service Area

SERVICE AREA MAP



*Source: Omaha Public Power District

Natural Gas Service

Bellevue is supplied with natural gas from two sources; Metropolitan Utilities District (M.U.D.) and Black Hills Energy.

Metropolitan Utilities District is the only metropolitan utility district in the State of Nebraska. It was created by the Nebraska Legislature as a political subdivision in the early 1900's. M.U.D. is the 5th largest public gas utility in the United States. They serve natural gas to approximately 221,000 customers and 85% of the Bellevue area.

*Source: Metropolitan Utilities District

95

Black Hills Energy provides natural gas service in the Bellevue area to those not covered by Metropolitan Utilities District. Black Hills Energy is headquartered in Rapid City, SD, with a corporate office location in Papillion, NE. They are an investor-owned utility and have more than 600,000 customers in four states.

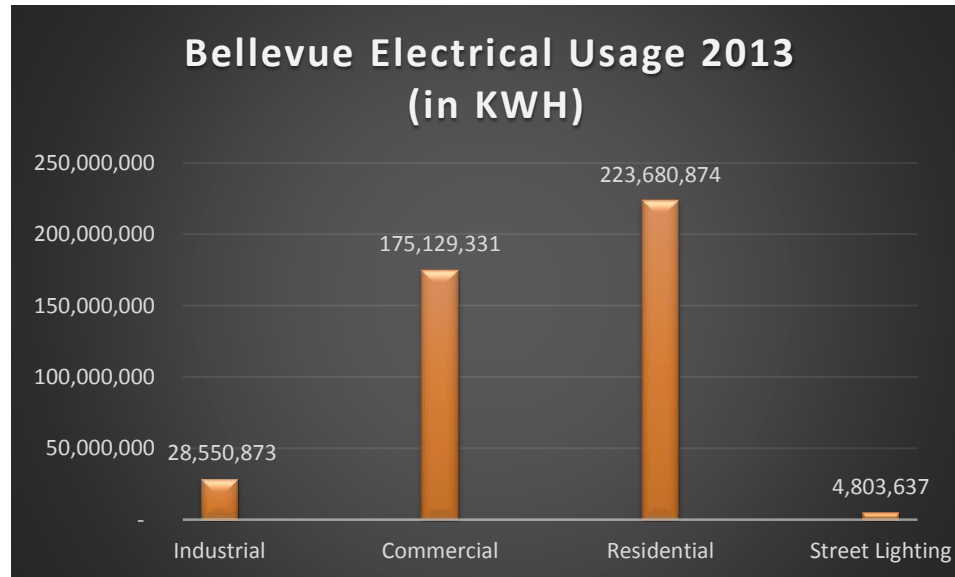
*Source: Black Hills Energy

A service area map is not available for Black Hills Energy.

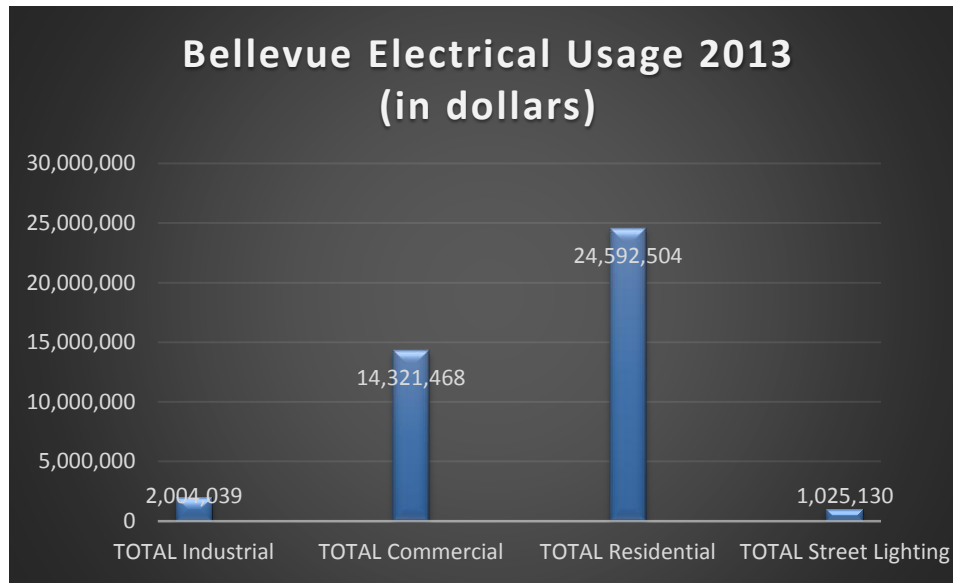
ENERGY USE BY SECTOR

In Bellevue, the data shows residential electrical usage is more than the commercial and industrial usage combined. The commercial usage is approximately six times more than the industrial usage. We can compare this to recent national data which shows more balanced usage among these three sectors.

Omaha Public Power District



Source: Omaha Public Power District



Source: Omaha Public Power District

National energy consumption estimates by sector

trillion Btu

January to July	2014	2013	2012
End-Use Sector			
Residential	13,109	12,661	11,796
Commercial	10,785	10,514	10,136
Industrial	18,249	17,928	17,926
Transporation	15,753	15,634	15,617

National energy consumption estimates by sector

trillion Btu

January to July	2014	2013	2012
Primary Total	57,906	56,735	55,470

Source: U.S. Energy Information Administration, [Monthly Energy Review – Table 2.1](#)

Metropolitan Utilities District

Natural gas consumption data was not supplied by M.U.D.

Black Hills Energy

Natural gas consumption data was not supplied by Black Hills Energy.

UTILIZATION OF RENEWABLE ENERGY SOURCES

Sustainability

There are numerous definitions of sustainability. There may be as many definitions of sustainability as there are groups trying to define it. Typically, all of the definitions have to do with 1) living within our limits, 2) understanding the connection between economy, society, and the environment, and 3) equitable distribution of resources and opportunities.

The United States Environmental Protection Agency states sustainability is based on a simple principle: everything we need for our survival and well-being depends either directly or indirectly on our natural environment. Sustainability creates and maintains the conditions under which humans and nature can

exist in productive harmony, and permit fulfilling the social, economic, and other requirements of present and future generations.

In recent years, much emphasis has been placed on utilizing more renewable resources. The Federal Government, by executive order, will set an example of this. By the fiscal year 2020, to the extent economically feasible and technically practicable, 20 percent of the total amount of electric energy consumed by each agency during any year shall be renewable energy.

Electricity

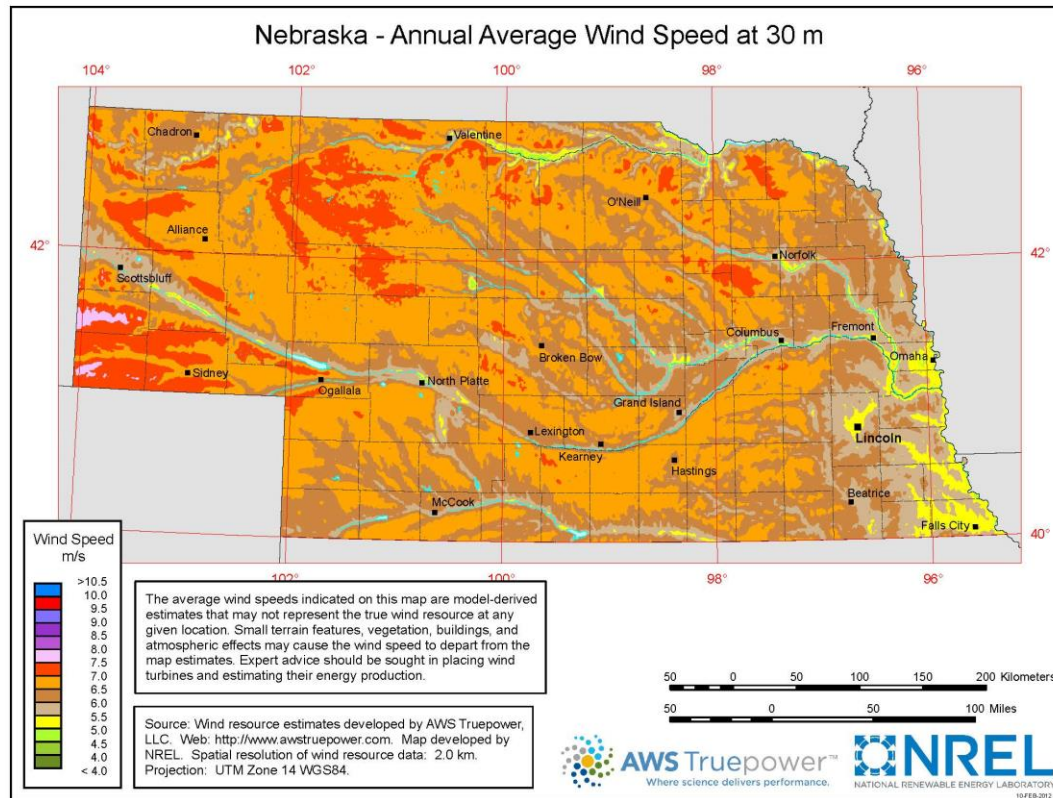
The Omaha Public Power District (OPPD) provides electric service to residents of Bellevue and Sarpy County, as well as all or parts of twelve other counties in eastern and southeastern Nebraska, as previously shown on the OPPD service area map. In producing electricity, OPPD utilizes the following fuel sources: low-sulfur coal, carbon-free nuclear, wind, landfill gas, and natural gas and fuel oil. Of these five sources, wind and landfill gas can be considered as renewable energy sources.

Wind power

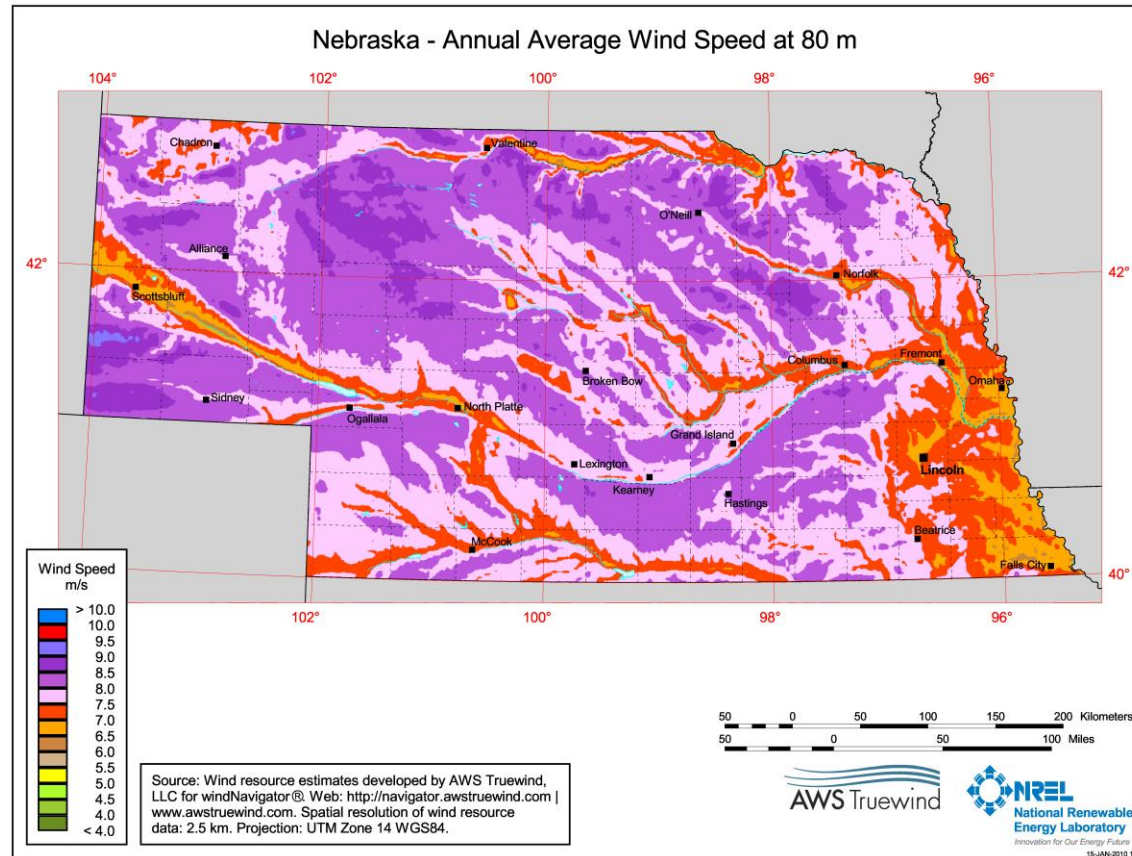
OPPD partners with the Nebraska Public Power District (NPPD) and other entities to purchase wind generated electricity from nine wind farms located throughout the state, and has entered into an agreement to purchase additional power from another wind farm that will be completed in 2015. Recent agreements have resulted in OPPD more than doubling the amount of wind-generated electricity (412 megawatts) it supplied to retail customers in 2014; that amount will nearly double again, to 812 megawatts, with the addition of power coming on line in 2015. By 2018, OPPD expects 33 percent of its retail sales to customers will come from renewable sources, mostly wind power.



With the adoption of the City's updated Zoning Ordinance in 2011, provisions were included to promote the use of wind energy by allowing residential and small wind energy systems as permitted accessory uses in all residential, business and industrial zoning districts. These systems are primarily designed to reduce on-site consumption of utility power. The following figure shows average annual wind speed at a height of 30 meters for the State of Nebraska; the Bellevue area generally has average wind speeds of less than 5.5 meters per second (approximately 12.3 miles per hour). According to the Wind Energy Foundation, installers of home wind energy systems recommend average wind speeds of at least 12 mph.



The Zoning Ordinance also allows, with City Council approval of a Conditional Use Permit, commercial/utility grade wind energy systems in the industrial and agricultural zoning districts. As shown on the following figure (average annual wind speed at 80 meters) the Bellevue area has some of the lowest wind speeds in the state at the height that would be necessary for the taller, commercial wind towers. It should be noted the wind farms utilized by OPPD are located outside of the Omaha metropolitan area in those areas with higher average annual wind speeds.



Landfill gas

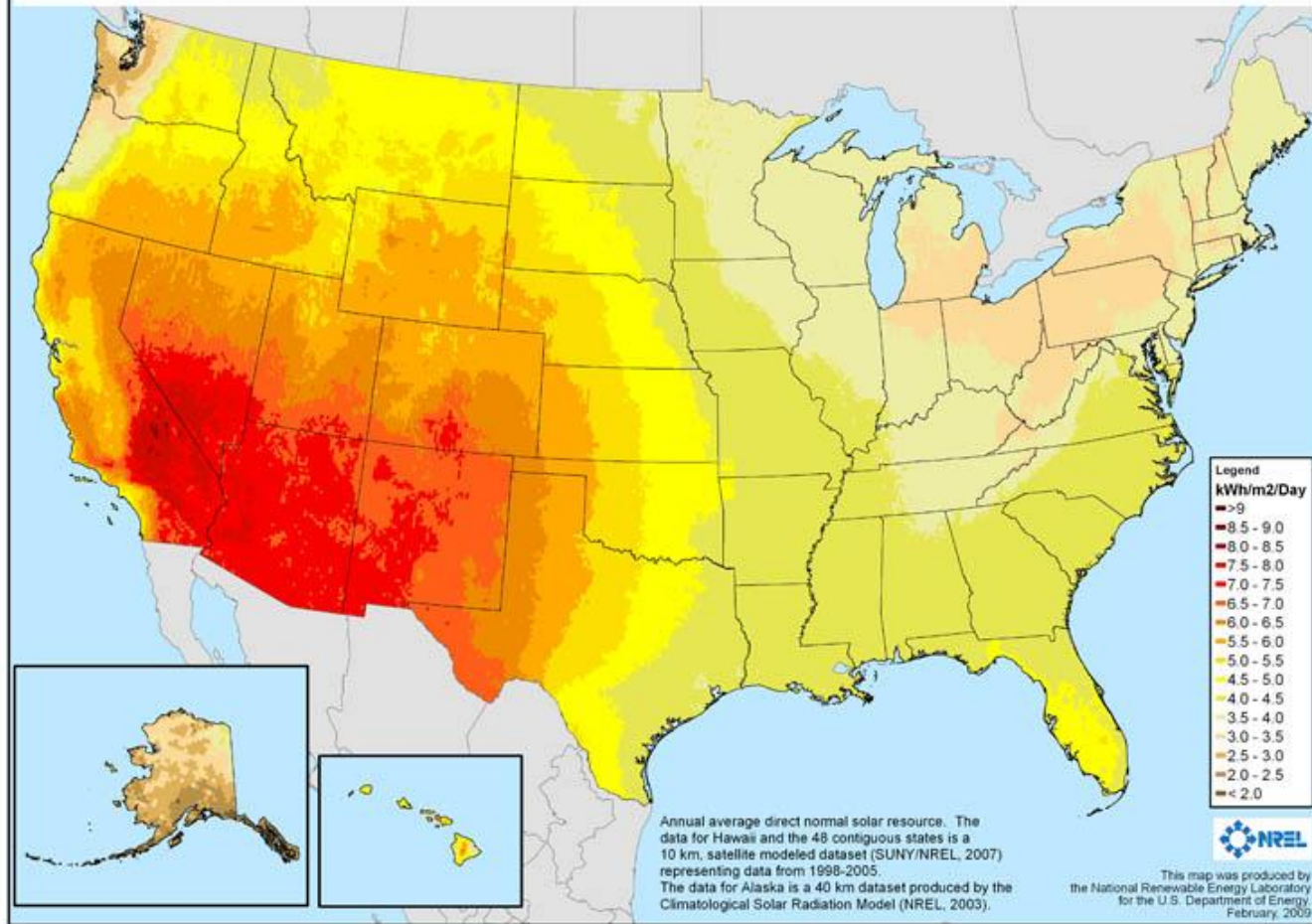
OPPD's Elk City Station landfill gas-to-energy plant at the Douglas County landfill burns methane and other gases given off by decomposing trash to generate a net output of 6.2 MW of electricity. Using these gases as fuel prevents them from being released into the atmosphere.

Solar power

In determining the future mix of energy sources, OPPD has considered the use of solar power; however, the cost does not make it economically feasible at this time. OPPD will continue to monitor and explore potential opportunities in the area of solar power and is currently partnering with Creighton University to monitor three variations of solar power technologies on the Creighton campus. The figure shown on the next page displays the potential for solar power across the country; eastern Nebraska has average to lower than average potential.

Concentrating Solar Resource: Direct Normal

Annual



ENERGY CONSERVATION MEASURES

The final component of the Energy Element is one which “promotes energy conservation measures that benefit the community.” This component will be divided into three sections—the first will be actions the City can take to reduce its own energy consumption, the second will be actions the City can take to promote energy conservation for the community as a whole, and the third will be actions that residents or business owners can take to reduce their own energy consumption.

City Initiatives

The City of Bellevue (as a government entity) consumes energy in a number of ways--from street lighting to vehicle fuel to heating, cooling, and lighting city facilities. As the city looks at ways in which it can reduce energy consumption or move to renewable resources we are not only being good environmental stewards, we are also saving the money for the city taxpayers.

To reduce its energy consumption, the city can:

- perform energy audits on city buildings to determine where savings can be realized
- increase use of more efficient vehicles or alternative fuel vehicles for use by city employees
- ensure that new construction or major improvements to city facilities are completed with energy conservation measures in mind
- investigate energy saving light sources (such as LED) as an alternative to traditional street lights
- educate employees on energy saving techniques

Community Initiatives

In order to promote energy conservation to benefit the community as a whole, the city can:

- review city codes and ordinances to remove barriers to energy conservation
- adopt codes and ordinances which promote energy conservation
- support improved METRO Transit service to increase ridership
- support and implement Complete Streets principles to encourage alternative means of transportation
- encourage carpooling

- support urban agriculture as a means of local food production
- work with utility providers to educate residents on the importance of energy conservation and methods of conserving energy

Resident and Commercial/Industrial Initiatives

There are a number of actions residents and business owners can undertake in order to reduce energy consumption, both for their homes or businesses and their transportation needs, including:

- installation of additional insulation in attic spaces or exterior walls
- replacing standard thermostats with digital or programmable thermostats
- replacing appliances and HVAC components with more efficient units
- installation of energy efficient low-e windows
- converting incandescent light bulbs to more energy efficient compact florescent lights (CFL) or light emitting diodes (LED)
- use of more energy efficient or alternative fuel vehicles
- increased use of transit or carpooling
- adding solar panels or wind energy conversion systems to homes or businesses

6.0 Recommendations

A plan without recommendations would be tenuous and would provide Bellevue with only limited long-term value. This section recommends actions that the Bellevue community can take to achieve the goals defined in this comprehensive plan. The recommendations are strategic, action oriented, and meant to provide sustenance to the vision and guiding principles that were defined by the Bellevue community.

The recommendations are categorized by order of implementation: short-term recommendations should be implemented first, mid-term ones next; and long-term ones last. The recommended strategies are foundational, meaning that subsequent projects extend or build upon previous projects. Smaller, easier projects are recommended for the short term. The implementation of larger and more complex strategies should expect to occur over a longer period of time.

6.1 Short-Term Recommendations (1 – 5 Years)

- **Review and update the nuisance ordinance.** Ensuring that Bellevue has a comprehensive nuisance ordinance that clearly outlines conditions and restrictions will provide the residents of Bellevue with explicit guidelines covering tall grass, inoperative vehicles, trash, etc. Updating the nuisance ordinance will raise the cleanliness standards and set consistent expectations for what is and is not allowed in Bellevue. On-going, city departments have been reviewing the City Code to ensure its relevance and provide necessary updates.
- **Increase efforts to enforce the codes.** This recommendation complements the updated nuisance ordinance and the new rehabilitation code. No change.
- **Establish activity center guidelines.** Each activity center classification (neighborhood, regional, community) should have its own guidelines. Specific guidelines will be developed for each area as it is proposed for development.
- **Incorporate activity center guidelines into a zoning overlay district.** Delete. Since each

activity center will be different and specific guidelines will be developed for each area, there is no need to create an overlay district for activity centers.

- **Improve the site plan review process and site development standards.** The site plan review process and site development standards should be updated to include the activity center guidelines. Delete.
- **Develop bonuses (in the form of increased density, reduced development fees, or a streamlined development approval process) in the zoning code for redevelopment areas and sites.** No change.
- **Update zoning ordinance to support clustered residential developments.** Clustered residential developments benefit municipalities because they utilize existing infrastructure more efficiently. Clustered residential developments benefit those who own clustered lots because lots that back up to open space offer a premium over conventional lots. Complete. Clustered residential development is permitted with a Planned Unit Development overlay.
- **Develop ordinances to protect environmentally sensitive areas via stream buffers, parking surfaces, etc.** No change, some regulations are already in place.
- **Establish public–private partnerships to implement the Fort Crook Road Redevelopment Plan.** The scope of the Fort Crook Road Redevelopment plan is ambitious. The proposed corridor is attractive and functional, and it offers numerous benefits to area businesses and Bellevue residents. Public–private partnerships will increase the chances that the project will come to fruition. This goal needs to be re-evaluated in conjunction with a review of the applicability of the Fort Crook Road Redevelopment Plan.
- **Promote City recreational activities and opportunities.** More than 86 percent of the survey respondents agreed that Bellevue should provide additional recreational opportunities for its residents. However, the range of activities offered by both the Park Department and the Recreation Department is already impressive. Therefore, Bellevue should better advertise its existing park and recreation offerings before it considers adding programming or facilities. No change.

- **Make the AICUZ an asset to the community (e.g., open space, linear park connecting to other park, trail systems).** Bellevue needs to continue to respect and honor the AICUZ. Further encroachment into the AICUZ is not advised. An extended linear park around the perimeter of the AICUZ would prevent development in this area, function as a buffer, and provide an additional outdoor recreation spot for Bellevue residents. No change. This is on-going through enforcement of the AICUZ regulations and future land use plans which limit uses in this area.
- **Develop design guidelines for commercial and industrial areas in the community.** Complete.
- **Create zoning standards that address landscaping, public amenities, screening, site and building amenities, signage, and parking, particularly for sites adjacent to residential areas.** Establishing standards that enhance an area's aesthetics will improve the area's character and will also foster a greater sense of place. Attractive and pleasing developments are likely to increase the property values of adjacent residential areas, enhance the pedestrian experience, and promote more community unity and pride. The zoning ordinance addresses many of these issues, although not specific to sites adjacent to residential areas.
- **Require new subdivisions to include public green space that are within walking distance.** Almost 92 percent of the survey respondents supported standards that would require new subdivisions to include public green space within walking distance. This goal needs to be re-evaluated as the Parks Department wants to focus on larger community parks rather than smaller neighborhood parks.
- **Establish a partnership between the City of Bellevue and Bellevue University in support of a new business incubator.** A business incubator will capture and retain Bellevue University's talent and will encourage graduates to remain in Bellevue. No change.
- **Update zoning ordinance to support mixed-use developments.** Currently, Bellevue's mixed-use developments are designated as planned unit developments. This zoning ordinance is antiquated and requires a cumbersome review process. Bellevue should update its zoning ordinance to better accommodate current market forces, which include mixed-use developments. Complete.

- **Create flexible commercial–industrial zoning districts.** The Flex-Space Zoning District enables the market to assist in determining the end use of the development. Flex-space zoning creates a more agreeable climate for businesses and employers by permitting developments that may include retail, service, public, and light industrial uses. Complete.
- **Conduct an affordable housing study, with particular attention to renter-occupied housing.** Approximately 66 percent of Bellevue residents own their own home, which is slightly less than the Nebraska state ownership rate of 67.4 percent. A comprehensive affordable housing study would provide insight into whether Bellevue’s lower homeownership rate is attributed to fewer people wanting to own a home or to fewer people being able to own a home. No change.
- **Encourage an even distribution of multifamily residential housing throughout Bellevue.** An even distribution of multifamily residential housing would offer several advantages to the City of Bellevue and to its residents. Distributed multifamily residential housing would distribute traffic on Bellevue roadways more evenly and would encourage greater housing diversity within Bellevue neighborhoods. The future land use plan designates many areas for multi-family residential throughout the zoning jurisdiction.
- **Encourage greater housing diversity and styles within neighborhoods.** Houses in many newer subdivisions are built with similar floor plans, color schemes, and building materials. This lack of variety and diversity creates bland and homogeneous housing developments that lack character. A greater variety of housing styles would provide consumers with a broader choice of housing options. Additionally, this would allow residents to either upsize or downsize without having to move out of the neighborhood. No change.
- **Create trails in active and scenic areas.** Bellevue is encouraged to extend its trail network in scenic and active areas. Scenic areas that would benefit from additional trails include Haworth Park, the western bank of the Missouri River, Bellevue Boulevard, the Papio Creek floodplain, and the Fontenelle Forest area. Active areas that would benefit from trails include areas adjacent to schools, Twin Creek, Olde Towne, Fort Crook Road, and the commercial–retail district near 15th Street and Cornhusker Road. On-going. As opportunities arise, new trails are

added to the City.

- **Develop a Capital Improvement Plan (CIP).** A CIP will help the city budget for necessary future expenditures. Complete.
- **Work with local utility providers, school districts, etc to create development policies that encourage contiguous development by shifting the cost of development to developers as they move farther away from the city's fringe.** Fringe development is more expensive than infill development because fringe development requires new roadways and extended city utility lines. Developers should be expected to pay a larger percentage of infrastructure costs when their development is located away from existing city services and roads. No change.
- **Promote ADA (*Americans with Disabilities Act*) accessibility in older buildings, residential structures, and neighborhoods.** On-going.
- **Install storm sewers where appropriate; or, as an alternative, improve drainage flow by re-establishing roadside ditches.** On-going through Public Works projects.
- **Establish a community brand and slogan.** A sample slogan is "Bellevue: A City of Activity, a Community of Villages." On-going. Work is in progress on this recommendation.
- **Establish and promote a theme for Bellevue.** Question 56 of the survey asked respondents to identify their preferred theme. The majority of respondents supported the "Offutt / Military / Space" option. Establishing a promotional theme would allow Bellevue to "hang its hat" on a unique Bellevue feature and, in turn, would promote continuity, consistency, and community pride. On-going in conjunction with community branding.
- **Incorporate maintenance for facilities into the Capital Improvement Plan.** On-going where appropriate; maintenance activities may not qualify for City's criteria for a capital improvement.
- **Perform a comprehensive plan review annually and update the document every 2–5 years.** Anticipating development patterns allows a municipality to plan and prepare for growth, which can minimize its infrastructure costs. This recommendation is best accomplished by

continually reviewing and editing the comprehensive plan. On-going.

- **Establish relationships with other area municipalities for better regional planning.**
Comprehensive planning is a laudable goal that should be pursued in Sarpy County. Establishing planning standards and using common language will create a cooperative framework that will encourage neighboring communities to plan together. This type of relationship is best attained through regular and consistent meetings with area municipalities. On-going. Staff regularly meets with planners from other jurisdictions to discuss issues of common interest.
- **Develop guidelines to implement sustainable development and “green” initiatives.** No change.
- Secure the continued viability of Offutt Airforce Base (AFB) by continuing to collaborate with Offutt AFB to integrate reasonable measures provisions into City plans and programs, intended to reduce or avoid conflicts which might threaten Offutt AFB’s current or potential future mission. This should be done by actively engaging Offutt AFB leadership in an on-going dialogue regarding issues of mutual interest, including but not limited to prospective land use developments, infrastructure extensions, a land use plan, regulation amendments, and other similar concerns affecting Bellevue lands within the MCAOD.
- Adopt an overlay zone and related standards governing land development located within the Imaginary Surfaces MCA and BASH MCA as depicted in the 2015 Offutt AFB JLUS. These regulations shall supersede the underlying zoning in terms of maximum permissible residential density, structure heights, FAR 77.23(a)(2) Obstruction Standards, and permissible land use, with the exception of fully entitled developments (legal agreements with the governing body to allow a certain building type to occur on the site).
- Establish consistent and comprehensive programs, entities and/or initiatives which foster collaboration and coordination with Offutt AFB.
- The City will evaluate permit, zoning, and subdivision actions against the goals established in the Offutt AFB Joint Land Use Study Final Report and provide an opportunity for review and comment

from the Offutt AFB Base Community Planner prior to approval.

- Support the efforts of the Library Steering Committee as they review the city's needs for library services and evaluate potential sites.

6.2 Mid-Term Recommendations (6 – 10 Years)

- **Work with the county to develop methods for transferring ownership of rundown properties to the City and to nonprofit groups.** No change.
- **Assist residents in the development of neighborhood associations.** Neighborhood associations are set up by civic-minded individuals to find common solutions to neighborhood problems. Neighborhood associations can increase rapport between people living in residential areas and can collectively advocate for neighborhood improvements. No change.
- **Develop entry-level housing that is 70–80 percent of the current market rate.** Bellevue's median house value was approximately \$97,800 in 2000. Although Bellevue's HAI is higher than comparable communities, segments of Bellevue's population are unable to afford market-rate housing. Providing a broad range of housing price points will allow more Bellevue residents to attain home ownership. Delete.
- **Develop residential building and design standards.** More than 88 percent of the respondents in the Bellevue Comprehensive Plan Survey supported design standards for residential and retail developments. Commercial design standard have been established; there has not seemed to be a community-wide desire to develop design standards for residential uses, other than multi-family structures.
- **Establish a first-time housing buyer program through a cooperative effort with the city, local banks, and developers.** The percentage of owner-occupied housing units in Bellevue is slightly less than the state average. A first-time housing buyer cooperative would likely increase owner-occupied housing in Bellevue. No change.
- **Solicit developers to partner with the City on projects in redevelopment areas.** On-going.

The City is pursuing public-private partnerships for projects in both redevelopment areas and vacant areas. Move this recommendation to Short-term.

- **Establish a large industrial park southeast of Offutt.** Most of Bellevue's existing industry is in the heart of the community, along Fort Crook Road. Although this may have been a desirable location at one time, Bellevue has areas that are more conducive for industrial growth. The southeast quadrant of the city is much better suited for industrial development. The area's clear separation from residential development is beneficial, as is its proximity to Highway 75 and the proposed new Missouri River bridge. On-going. Move this recommendation to Short-term.
- **Set aside environmentally sensitive areas as open space, and work with stakeholders to place these areas under the ownership of public or quasi-public agencies.** No change.
- **Establish paving districts to provide better connectivity with the installation of sidewalks; work with residents to help alleviate the costs as appropriate.** Although most Bellevue neighborhoods have at least some level of sidewalk coverage, some large areas don't have any. Sidewalks are extremely important in areas with receive significant pedestrian activity. These areas include the central business district, areas adjacent to parks, and areas adjacent to schools. Sidewalk connectivity allows pedestrians to travel safely throughout the community without having to share the roadway with cars or trucks. Establishing paving districts would offset sidewalk installation costs and also promote community health and wellness. On-going.
- **Increase the sidewalk width to handle larger capacities wherever bike lanes or trails are not feasible.** Standard sidewalks in Bellevue are 4 feet wide. However, in areas that receive heavy pedestrian traffic, 6- to 8-foot sidewalks might be more appropriate, as they would provide an increased buffer between pedestrians and automobiles and can accommodate much larger capacities. On-going. The Subdivision Regulations were recently amended to require 5-foot sidewalks in residential neighborhoods.
- **Support regional cooperation to control stormwater management and minimize flooding risk.** On-going through cooperation with the Papio Watershed Partnership. Move this recommendation to Short-term.

- **Develop a housing rehabilitation assistance program, in conjunction with neighborhood associations, to preserve and rehabilitate Bellevue's housing stock.** Ten homes should be rehabilitated per year. A number of classic bungalows constructed in the early 1900s should be preserved and rehabilitated. A distinctive housing stock increases Bellevue's charm and character, appealing to both residents and tourists. On-going with CDBG funding. Move this recommendation to Short-term.
- **Develop a historic preservation program in the planning department that includes documentation on historic properties, design review, and education.** No change.
- **Create a City-initiated housing program to acquire and distribute vacant parcels of land.** Distributing parcels of land would increase Bellevue's tax base and promote infill development, which is typically already served by city services. This recommendation is especially applicable to northwest Bellevue. No change.
- **Develop a home ownership program to attract residents to older neighborhoods.** Older neighborhoods offer several advantages for first-time home buyers. Homes in older neighborhoods are typically smaller and thus more affordable. Older neighborhoods are also appealing to home buyers because these areas contain many classic styles and building materials. The housing stock in older neighborhoods also offers opportunities for do-it-yourselfers. Finally, older neighborhoods are more likely to contain mature trees, which can greatly enhance an area's character. No change.
- **Institute traffic-calming measures along major streets.** Traffic calming is designed to slow traffic down in an attempt to better accommodate both vehicles and pedestrians. Traffic-calming measures include diagonal parking, wide sidewalks and narrow streets, roundabouts, and road humps. On-going.
- **Start a private fundraising campaign for a second library.** A recent library feasibility study suggested that Bellevue is in need of a second library. A potential site for a second library has been identified near the intersection of 36th Street and Capehart Road. The construction costs of a second library will likely be millions of dollars. Private donations, via a community library foundation, would lower the City's cost and improve the likelihood that the library will be built. Move this recommendation to Short-term; this could be an initiative of the Library Board or

Foundation.

- **Identify neighborhood areas that are prime for conservation or enhancement efforts.** Bellevue has many natural and environmental features worthy of preservation. Bellevue's Fontenelle District is notable for its large tree masses and steep slopes. Protecting these areas would ensure that future residents will be able to enjoy these natural features. Preserved natural areas would provide neighborhoods with added attractions, amenities, and most importantly, a distinct sense of character. No change.
- **Develop a community signage–wayfinding program.** Wayfinding programs provide signage directing local residents and visitors to popular attractions and destinations. A wayfinding program in Bellevue will enhance the area as a tourist destination. On-going. Discussions have been initiated through the Citizen Complete Streets Advisory Panel and the Public Works Department. Move this recommendation to Short-term.
- **Develop access management guidelines for major corridors in the community.** Access management is designed to maximize traffic capacity by coordinating the location and number of access points on roadways. Access points and turning points create conflicts between through traffic and turning traffic, create hazards and delays, and can lead to an increase in accidents. The survey revealed that several Bellevue roadways experience consistent congestion. These roadways include Capehart Road west of 25th Street; 36th Street north of Highway 370; and Cornhusker Road. These roadways would likely benefit from enhanced access management techniques. Guidelines are included in the transportation section of the Comprehensive Plan.
- **Apply for greenway trail grants.** Local, state, and federal programs can provide matching funds for trail development. Bellevue is encouraged to explore all trail-funding sources, including the Transportation Enhancement Program, the Recreational Trails Program, and the Safe Routes to School Program. Move this recommendation to Short-term.
- **Survey members of the Armed Forces regarding housing opportunities in Bellevue, and ask why they choose to live elsewhere.** Information obtained from the U.S. Census revealed that a large number of Offutt personnel live in other communities. A survey would be a useful

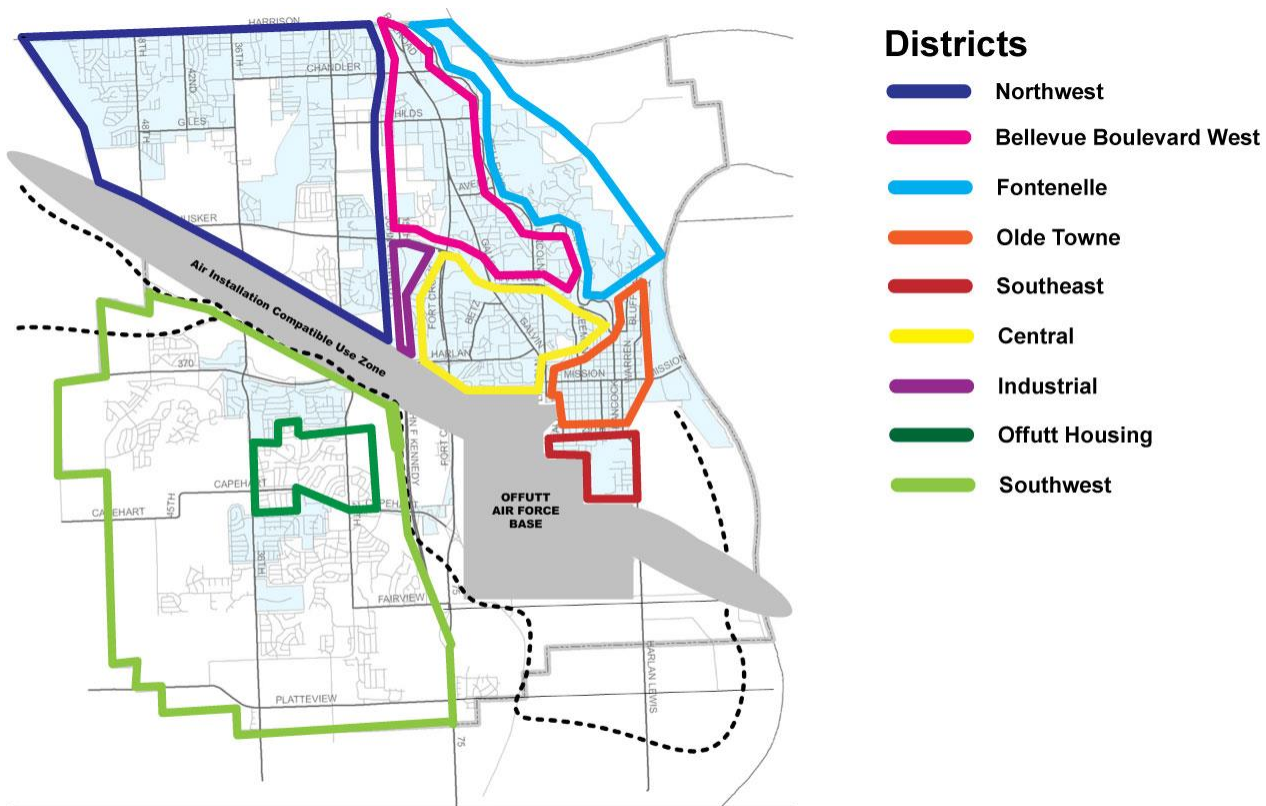
tool for determining why more do not choose to live in Bellevue. No change.

6.3 Long-Term Recommendations (10+ Years)

- Upon identification of brownfields, work with state, local, and national agencies to clean up sites and encourage redevelopment. No change.

6.4 District Recommendations

Appendix C (Community Character) focuses on individual assessments of Bellevue's districts. These recommendations are meant to address opportunities that could enhance the condition and character of each district. The district recommendations are listed in sequence and are designed to be implemented in order.



Olde Towne District Recommendations

- **Implement rehabilitation programs for properties in the Olde Towne area.** The Olde Towne area has numerous buildings and artifacts from Bellevue's early days. Much of Olde Towne's identity is represented by its history. Rehabilitation will preserve, protect, and extend the life of these structures. These rehabilitation programs should focus on restoring building facades, improving structural integrity, and preserving historic buildings. This has been an on-going initiative of the Olde Towne Development Committee and CDBG funding.
- **Improve access to Olde Towne.** Access to Olde Towne is much easier from the north via Franklin Street and Harvell Drive. However, as Bellevue's population growth continues primarily in southwest Bellevue, more and more people will access Olde Towne via West Mission Avenue. This western entrance is especially problematic. The intersection of West Mission Avenue and Lincoln Road should be reconfigured. This issue has been discussed and is shown in the Comprehensive Plan; the project is not in the CIP.
- **Encourage redevelopment along the Galvin Road South/Lincoln Road corridor.** This corridor is the western entrance into Olde Towne. The portion of the corridor leading into Olde Towne was previously deemed blighted and substandard, which is the first step to encourage redevelopment.
- **Increase housing style and diversity in Olde Towne.** Most of the homes in Olde Towne were built in the 1930s and 1940s. As a result, the homes are small. The existing Olde Towne housing stock is very consistent and lacks diversity. Olde Towne would benefit from the construction of some larger homes and upscale multifamily residential units, including townhouses and rowhouses. Partially allowed by current zoning; may be more feasible with a redevelopment project.
- **Encourage and allow second-floor residential.** The area would benefit from additional people living and worked in Olde Towne. An easy way to accommodate additional housing units in Olde Towne is to support second-story residential housing units. Permitted by current BGM zoning; may be more feasible with a redevelopment project.

- **Extend 6- or 8-foot sidewalks from the central business district to Haworth Park; from the central business district to Washington Park; and from the central business district to the northern Offutt entrance.** Olde Towne's central business district is already very pedestrian friendly. Wide sidewalks, a pleasant streetscape, and parallel parking along Mission Avenue create an environment where pedestrians feel safe and comfortable. The 6-foot sidewalks should extend from the central business district to other areas of Olde Towne and will enhance the pedestrian environment, provide linkages to several Olde Towne attractions, and create a wider buffer between automobiles and pedestrians. [The Planning Department developed a Vision Plan for the Olde Towne area which included streetscape and sidewalk recommendations.](#)
- **Extend the Mission Avenue streetscape east to Haworth Park.** Sidewalks are needed to link the central business district to the new and improved Haworth Park. Both of these attractions are prime pedestrian destinations. However, a discontinuous sidewalk network makes walking between each attraction difficult.
- **Establish a historic walking tour of Olde Towne.** The Olde Towne District contains a number of prominent historic attractions and structures that are all within walking distance. An Olde Towne walking tour would enhance the area for tourists and complement Olde Towne's existing image. Several notable structures that could be featured on the tour include the historic bank, First Presbyterian Church, Washington Park, the train depot, and the Sarpy County Historical Museum.
- **Establish consistent signage for historic buildings and areas.** A consistent signage theme will reinforce the idea that Olde Towne's historic district is unique.

Central District Recommendations

- **Evaluate east–west connector roads.** Aside from Highway 370, Bellevue's Central District lacks a prominent east–west connector road. Galvin Road and Harvell Drive essentially function as east–west roadways, even though they run northwest to southeast.
- **Create a consistent sidewalk network that joins popular pedestrian activity centers,**

including Bellevue East, the library, Bellevue University, Offutt, the community center, and Dowding Pool. The Central District contains numerous pedestrian-friendly activity centers. These areas appeal to both children and other pedestrians. Therefore, a comprehensive sidewalk network would ensure that individuals can travel safely from one destination to another without fear of having to walk or bike on the street.

- **Establish trails that connect parks and neighborhoods.** Bellevue's Central District has a number of prominent city parks, including Baldwin Park, Dowding Pool, and Everett Park. An interconnected trail system should be developed to link these activity centers.
- **Convert either Cascio Pool or Dowding Pool to a water park.** Classic L-shaped pools are losing luster with families and children. Many classic pools are being converted to water parks. These facilities have a range of activities for children and adults, such as a zero depth pool, water slides, wading pools, fountains, and diving boards. Cascio Pool underwent a major renovation this year which includes many of these amenities.
- **Evaluate needs of Bellevue University students that would affect land use decisions.** Bellevue University has seen significant increases in enrollment over the past 10 years. The Central District may lack services and amenities that would be heavily utilized by Bellevue University students.
- ~~**Enhance the northern Offutt entrance, on Lincoln Road.** This prominent Offutt entrance lacks flair or ornamentation. A more appealing entrance would enhance the Lincoln Road corridor.~~ Delete
- **Establish and foster a partnership between the City, Bellevue University, and area developers.** Such a partnership between would help ensure that land use development in the Central District accommodates the needs and interests of Bellevue University students.
- **Build on the success of the Galvin Road commercial-residential transition.** The Galvin Road commercial area integrates well with adjacent residential neighborhoods. Sidewalks are consistent, and the neighborhood retail is of appropriate scale for the area.
- **Promote the central location.** The Central District is close to everything. Most of Bellevue's

events, attractions, employment centers, and destinations are within a 10-minute drive from the Central District.

Fontenelle District Recommendations

- **Capitalize on the forest theme.** The Fontenelle District has large sections of heavily forested land. This natural asset should be better used without compromising the health and welfare of the forest. A series of street-lined boulevards could extend from the forest as a way of branching the forest into other areas of Bellevue.
- **Establish a trail network.** The Fontenelle District has numerous steep slopes and canyons. Despite these contours, the area would benefit greatly from a comprehensive network of pedestrian and biking trails. Mountain biking is becoming more and more popular. Jewell Park could serve as the trailhead for a series of hiking and mountain biking trails.
- **Establish street paving standards and criteria.** Such criteria already exist.
- **Promote affordable housing options.** The Fontenelle District has a disproportionate number of upscale homes. This area offers few affordable housing options.
- **Preserve land for open space and trails.** The Fontenelle Districts contains large swaths of beautiful open space, including meadows, valleys, and rich forest land. These areas should be preserved in perpetuity. Additional trails would provide residents with recreation opportunities in a natural setting.

Bellevue Boulevard West District Recommendations

- **Promote infill development.** The Bellevue Boulevard West District has a large number of locations with the potential for infill development, especially along Fort Crook Road.
- **Redevelop Fort Crook Road.** The retail mass exodus along Fort Crook Road continues. All

redevelopment options should be explored, including tax increment financing. The area has been declared as blighted and substandard, making the use of TIF possible.

- **Rehabilitate existing parks.** The residents of the Bellevue Boulevard West District would benefit from rehabilitating existing parks, instead of establishing new ones.
- **Replace antiquated playground equipment with modern equipment.** The Bellevue Boulevard West District contains numerous old city parks. Most of the playground equipment in these parks, including Mason Park, is traditional, circa 1950-style equipment. The city should attempt to replace one set of antiquated equipment with more modern equipment each year. The Parks Department is including funds for park improvements in the CIP; specific parks and improvements will be determined on a year-by-year basis.
- **Establish linkages to Fontenelle Forest and other area activities and amenities.** The Bellevue Boulevard West District is close to a number of prominent and popular Bellevue attractions. Establishing linkages and trails will encourage members of this district to frequent these activity centers.
- ~~**Better integrate commercial areas with residential areas.** This district's largest commercial-retail district is Southroads Mall. Southroads Mall has completely turned its back on the adjacent residential neighborhoods, and only sporadic sidewalks link the retail areas to the residential areas.~~ Delete.
- **Encourage greater diversity of housing styles and price ranges.** The Bellevue Boulevard West District suffers from a lack of housing styles and price ranges. Most of the housing units in this district are modest and priced close to Bellevue's median value. Additional upscale homes, as well as multifamily residential units, would provide the residents of this district with more housing choices. See the Fort Crook Road study recommendations.
- **Make this area more pedestrian friendly.** A more consistent sidewalk network is a logical first step.

Industrial District Recommendations

- **Rezone this area as a spark and catalyst for redevelopment.** Although a few industrial sites are still in operation, most of the existing industrial land in this district is dormant. Rezoning much of this district to flex space might jumpstart redevelopment.
- **Establish landscaping buffer requirements to screen unpleasant views.** Landscaping materials (shrubs, bushes, trees, flowers) are effective for screening unattractive or unpleasant views. Landscape buffers around areas of industrial land use dissipate noise, soften the environment, and create a more appealing environment for businesses and residents. A landscape and setback buffer combination might be appropriate for this area. Landscaping requirements are in place for new construction; existing development is difficult to address.
- **Promote infill development opportunities.** The Industrial District contains numerous opportunities for infill development. This area is already served by infrastructure, which minimizes development costs.
- **Study and review intersection at 15th Street and Cornhusker Road.** Many survey respondents indicated that this intersection is particularly congested during the morning and afternoon commute. A traffic study is suggested, to review, study, and evaluate recommendations to ease congestion. The Public Works Department is making intersection improvements in this area.

Northwest District Recommendations

- **Promote housing rehabilitation programs.** The Northwest District contains numerous older homes, many of which are in need of rehabilitation. Rehabilitation programs will preserve and enhance the housing stock, which will make this area more attractive for commercial, retail, and other investment opportunities.
- **Promote infill development opportunities.** Bellevue's Northwest District has an abundance of vacant lots that have not yet been developed. The development pattern and street network are

currently erratic. Additional infill development will help urbanize this district's patchwork of open spaces and vacant lots.

- **Extend Papio Trail connector points with other parks.** Numerous Papio Trail integration points in the Northwest District provide residents of this area with easy and convenient access to miles and miles of bike and walking trails. The Northwest District is encouraged develop additional Papio Trail connectors to enhance this district's reputation as a bike- and pedestrian-friendly place to live and work.
- **Establish a sidewalk network in areas of high pedestrian activity, including Bryan High School, Daniel J. Gross Catholic High School, and Bellevue West High School.** A comprehensive sidewalk network will ensure that children have dedicated pathways that will allow them to walk to and from school without having to share the roadway with cars and trucks.
- **Encourage additional commercial and retail development.** Bellevue's Northwest District has limited amounts of retail and commercial development. Several small pockets exist on Harrison Street and Giles Road. The Northwest District is expected to see an increasing population base. Additional retail and commercial development will be necessary to support this district's growing population.
- **Link parks via a trail system.** Bellevue's Northwest District contains several prominent parks that could easily be linked via a trail system. A tributary that flows southeast would serve as a logical location for a park trail connection. This trail would allow neighborhood residents quick and convenient access to parks and the Papio Creek Trail.

Southwest District Recommendations

- **Encourage greater housing diversity and style within neighborhoods.** Most of the housing stock in Bellevue's Southwest District is priced well above the median value. A broader range of styles, prices, and densities will provide housing alternatives for the diverse Southwest District population.

- **Integrate Papio Trail with neighborhoods.** The Papio Trail borders the eastern boundary of the Southwest District. The residents of this district currently have few trailheads or ways to access this valuable recreation resource. Additional pedestrian bridges, trailheads, and connector trails should be installed so that these residents can more easily access and enjoy the Papio Trail. Discussions are on-going with various SIDs to establish trail connections.
- **Encourage a greater mix of retail and commercial land uses.** Bellevue's Southwest District is almost exclusively residential. This district would benefit from the addition of neighborhood retail, commercial, and services.
- **Make this district more pedestrian friendly.** Bellevue's Southwest District is auto-dependent. Sidewalks in individual neighborhoods are fairly consistent. However, sidewalks linking adjacent neighborhoods and sidewalks on connector roads are sporadic. As a result, traveling in and around the Southwest District requires pedestrians and bike riders to share the roadway with vehicles. On-going. The Daniell Trail was recently constructed which connects many neighborhoods in the Southwest District.

Appendix A: Definition of Terminology

Affordable Housing: Housing for which the occupant pays no more than 30 percent of his or her income for gross housing costs, including utilities. (*Source: Department of Housing and Urban Development*)

Air Installation Compatible Use Zone (AICUZ): The area within the designated flight path(s) and other adjacent areas of a military installation owned by the U.S. Department of Defense, one of its agencies, a similar state agency, or an agency of the federal government that contains accident-potential zones and noise zones.

Americans with Disabilities Act (ADA): Was established in 1990 and is meant to ensure civil rights to persons who are disabled. Public places are required, by law, to be accessible to individuals with physical handicaps.

Annexation: The process whereby a city or municipality incorporates additional land or territory to increase its size.

Assisted Living Centers: Assisted living centers are designed to accommodate seniors who can live independently and only need minor assistance with day-to-day functions such as taking medications and providing meals. These individuals do not need the around-the-clock medical care typically found in nursing homes.

Aquatic Center: Offers numerous modern-day water-park activities including zero-depth entry, waterslides, fountains, and more shallow water. Water parks and aquatic centers are replacing aging pool facilities.

Bike Lane: A dedicated area on streets designed to accommodate bicycles. Bike lanes are demarcated with a stripe of paint.

Birthrate: The number of live births per 1,000 population.

Boulevard: A wide street that often contains a tree-lined median.

Build-Through Acreage: Allows short-term acreage development in areas that are not expected to urbanize within 20 years. Build-through acreages are intended to allow landowners to develop a portion of the acreage with low-density residential development, while preserving and reserving most of the property for future long-term development. Build-through acreages must be designed to accommodate higher density levels in the future. This concept is illustrated on page 94.

Census: The United States Census, which is a division of the U.S. Department of Commerce, conducts a thorough population count every 10 years.

Central Business District: The commercial heart of a city. Central business districts are often synonymous with downtowns.

City Limits: A defined boundary of a city or a town.

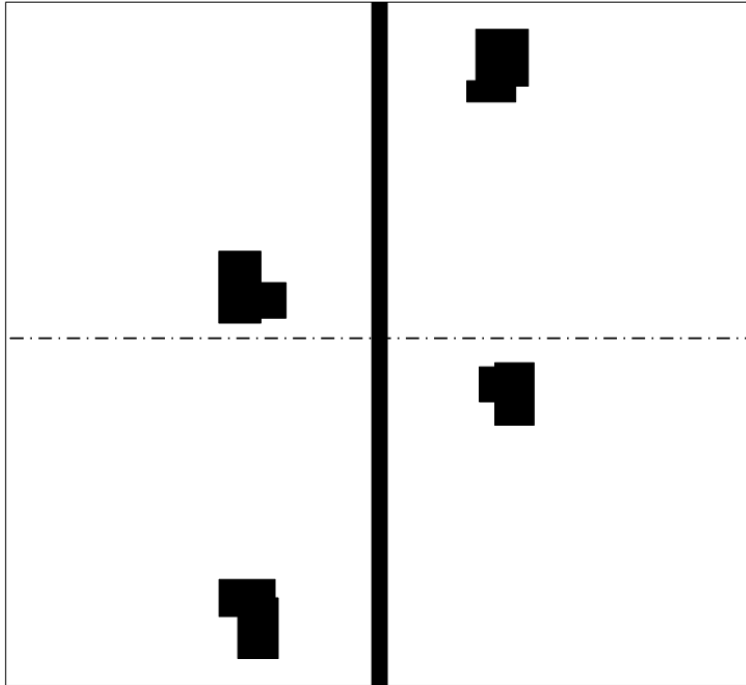
Clustered Residential Development: Housing that is concentrated in specific areas to minimize infrastructure and development costs while achieving allowable density. Clustered developments allow natural open space to be used for recreation, common open space, or preservation. This concept is illustrated on page 95.

Cohort: A group of individuals born in the same year or group of years. (*Source: U.S. Census*)

Comprehensive City Plan: A planning tool designed and developed to assist well-managed communities determine needs and to set goals and recommendations to direct future development.

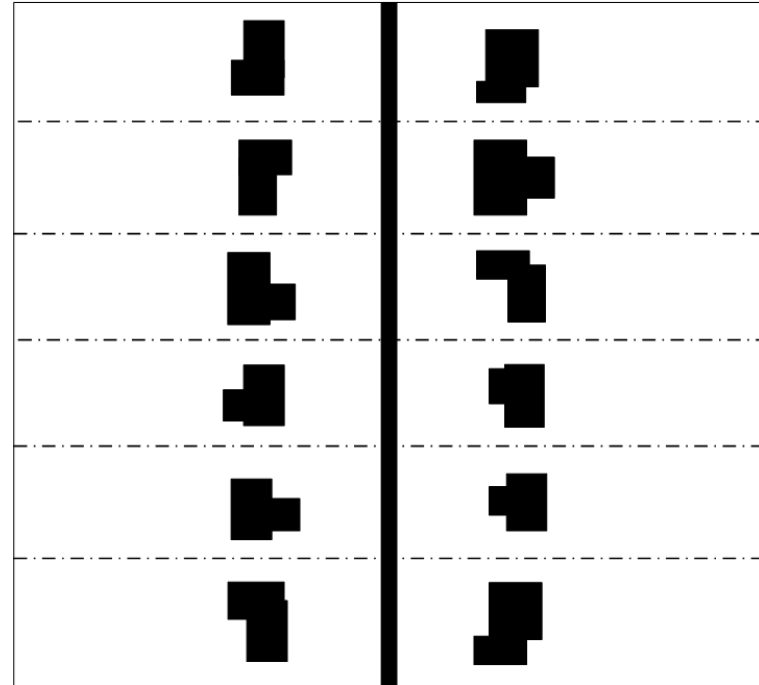
Community Activity Center (CAC): Contains the shopping, services, recreation, employment, and institutional facilities that are required and supported by the community as a whole. The central section of the activity center would likely contain a large supermarket or other large retail shopping, with a mix of smaller retail opportunities. The community activity center contains a central area that is considerably larger and more diverse in its land uses than the neighborhood activity center.

Build Through Acreage – Initial Plat



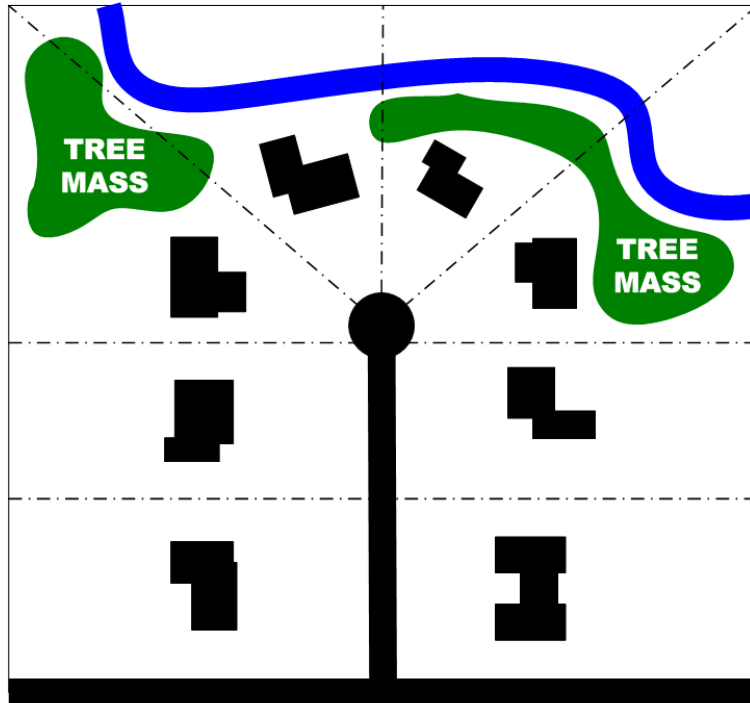
Initial plat has four acreage lots. Homesites are strategically placed to support additional density at a future date.

Build Through Acreage – Ghost Plat



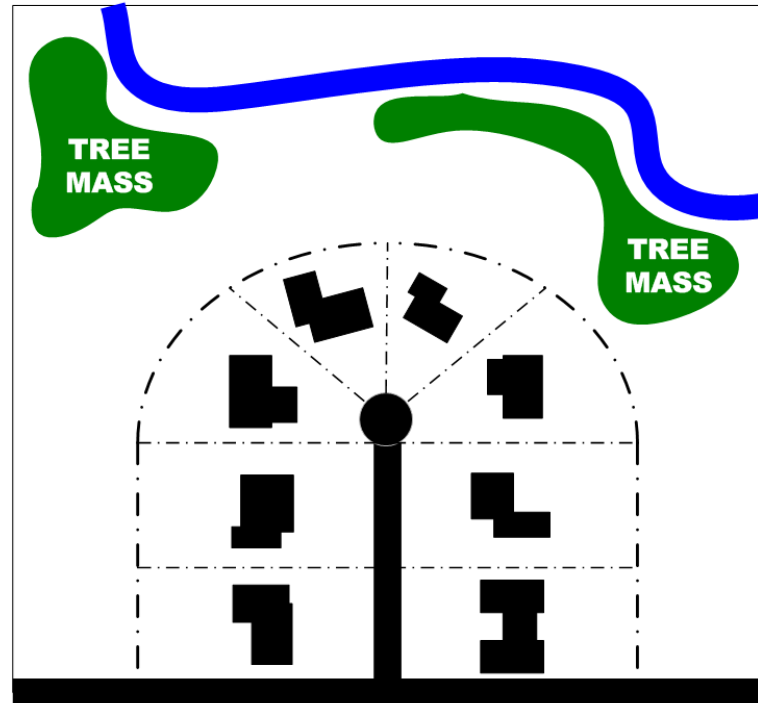
The ghost plat, which is submitted at the same time as the initial plat, shows how land could support a higher density level in the future.

Conventional Subdivision



This subdivision contains eight, 5-acre lots. It contains no shared open space. Entire 40-acre plot is developed.

Clustered Subdivision



This subdivision contains eight, 2-acre lots. It contains 24-acres of open space. Smaller individual lots require less maintenance.

Community Development Housing Organization (CDHO): Specially defined nonprofits that are allowed to compete each year for a 15 percent HOME reserve once they meet certain Housing and Urban Development (HUD) criteria. These HUD CDHO criteria include the following:

- Provide affordable low- and moderate-income housing as a stated purpose
- Operate as a 501 C3 IRS tax-exempt organization
- Commit to affordable housing over time
- Capable of carrying out HOME activities
- Maintain low-income residents or their representatives on CDHO governing boards.

Although CDHOs may apply for a variety of HOME funding, only the following HOME activities qualify toward the 15 percent set-aside reserved for CDHOs:

- Construction of new rental housing, including supportive housing.
- Acquisition and rehabilitation of existing rental housing, including supportive housing.
- Acquisition and rehabilitation of existing housing for sale to homebuyers.

(Source: Illinois Housing Development Authority)

Community Park: A community park is typically 25-plus acres and is intended to serve several neighborhoods for a 1- to 2-mile radius. Community parks are designed to provide a broad range of active and passive recreational activities. Common community park features include ball fields, large swimming pools, playgrounds, walking trails, natural areas, water bodies, and picnicking areas. Community park uses are primarily defined by site suitability and community needs.

Condominium: Individual ownership of a private dwelling residence along with a proportionate ownership interest in certain common areas.

Corporate Boundary: Synonymous with city limits.

Density: A zoning term, which is typically measured in the number of dwelling units per acre.

Density Bonus: An increase in the allowable number of dwelling units per acre.

Design Guidelines: Provide distinction and seek to instill consistency and continuity for a specific area. Design guidelines are developed to ensure that future development conforms to the area's unique style. Guidelines establish a vision and a framework to attain that vision.

Design Standards: More restrictive. Dictate.

Development Concept: Future growth scenario.

Disability: A debilitating condition that affects one's ability to carry on normal pursuits. Disabilities can be physical and mental, as well as permanent or temporary.

Drainage Basin: The total land area that drains into a lake, river, or tributary.

Duplex: A dwelling unit that contains two separate family living units.

Educational Attainment: Refers to the highest level of school completed or the highest degree earned.

Existing Land Use: Provides an overview of the number of acres of different land-use types.

Extraterritorial Jurisdiction (ETJ): The area beyond the corporate limits of the city, in which the state has granted the city the power to exercise zoning jurisdiction and building regulations.

Flex-Space Zoning: A new and more flexible zoning classification that has been established to specifically accommodate traditional and modern businesses and industries. Supports commercial and retail uses, service uses, public uses, and light industrial uses.

Fringe Development: Development that is located far from the center of the city. Often characterized as sprawl and typically occurs on green fields. The opposite of infill development.

Future Land-Use Projections: An attempt to estimate the number of acres of each land-use type the city will need to add to accommodate future population growth.

Gateway: A point of entry into or exit out of the community.

General Obligation Bond: A type of secured bond that is backed by the full faith and credit of a municipality.

Goal: Describe how a community can attain its vision. Statements that indicate a desired result that is typically long-term and strategic. Provide purpose and direction, and yet are general in nature.

Greenway: A linear open space; a corridor composed of natural vegetation. Greenways can create connected networks of open space that include traditional parks and natural areas. (*Source: Smart Growth Network*)

Grid-Street Pattern: A street network characteristic of straight roads and 90-degree angles.

High-Density Residential: Typical uses include single-family, attached dwellings (such as townhouses), as well as multifamily condominiums and apartments, at densities of eight or more units per acre. These housing developments are typically two to five stories in height. High-density residential developments should incorporate some amount of outdoor public space for their residents. As in the other residential designations, limited compatible and complementary institutional uses may be considered.

Housing Affordability Index (HAI): A useful calculation that compares the necessary qualifying income (income necessary to qualify for a loan for a median-priced home) with the median price of an existing home. A value of 100 indicates that a family who makes the median income has exactly enough income to qualify for a mortgage for an existing median single-family home. Essentially, the higher the HAI value, the more affordable the local housing is in relation to the median income.

Housing Tenure: The two most common forms of house tenure are owner-occupied or renter-occupied.

Impact Fee: Typically assessed on new construction on the fringe. The intent is that these fees are then used to offset the cost of city services to that area (e.g., extending infrastructure, new roads, police service, new schools, etc).

In Migration: Migration into an area during a specific period of time.

Infill Development: The practice of building on vacant lots or undeveloped parcels within the older parts of an urban area or already developed area. (*Source: Department of Natural Resources*)

Infrastructure: All the support services and facilities that are necessary for a community to function. Includes roads, utility lines, water systems, sewage disposal systems, bridges, and communication systems.

Jobs-Housing Balance: Compares the available housing and the available jobs within a city or community. This statistic measures whether the community contains an adequate supply of housing to house workers employed within the area.

Labor Force: All persons 16 years or older who are either employed or unemployed and actively looking. (Source: U.S.Census)

Linear Park: A narrow park or recreational area that often serves as a linkage between two other activity centers.

Live-Work Unit: A dwelling unit in combination with a shop, office, studio, or other work space within the same unit, where the resident occupant both lives and works, located on the first floor of a building that abuts a major street and that has separate entrances for each space.

Low-Density Residential: Single-family, detached residential dwellings with density ranges from one to three dwelling units per acre and lot sizes typically ranging from approximately 10,000 square feet to 1 acre. Smaller lot sizes and perhaps even single-family-attached housing are possible when using clustered development designs that preserve large portions of the site as permanent open space.

Manufactured Housing: Housing units that are partially or entirely constructed in a factory. Some reside on permanent foundations and some do not.

Median Family Income: The sum of money income received in calendar year 1999 by all individuals 15 years old and over, where two or more individuals are related. Included in the total are amounts reported separately for wage or salary income; net self-employment income; interest, dividends, or net rental or royalty income or income from estates and trusts; Social Security or Railroad Retirement income; Supplemental Security Income (SSI); public assistance or welfare payments; retirement, survivor, or disability pensions; and all other income. (Source: U.S. Census)

Median Household Income: The sum of money income received in calendar year 1999 by all household members 15 years old and over, including household members not related to the householder, people living alone, and other nonfamily household members. Included in the total are amounts reported separately for wage or salary income; net self-employment income; interest, dividends, or net rental or royalty income or income from estates and trusts; Social Security or Railroad Retirement income; Supplemental Security Income (SSI); public assistance or welfare payments; retirement, survivor, or disability pensions; and all other income. (Source: U.S. Census)

Medium-Density Residential: Includes housing densities between three and eight dwelling units per acre and can have a mixture of dwelling types including single-family detached and semidetached units, single-family attached units, patio homes, duplexes and triplexes, and townhouses. Multifamily housing is possible when using clustered/conservation development design that preserves portions of the site as permanent open space.

Migration: The number of people that move from one jurisdiction location to another during a specific period of time.

Mini-Park: Typically 1 acre or less and is intended to serve less than a 0.25-mile radius. Designed to include specialized facilities for a specific population group (e.g., senior citizens or children). Typically found near higher-density residential developments or near elderly housing centers.

Mixed Use: Development that combines two or more types of the following uses: residential, commercial, retail, office, industrial, or public. Mixed use typically encourages pedestrian-friendly site design, is more energy efficient, and is more effective at conserving land. Mixed-use developments are often found along commercial corridors.

Multifamily Residential: A building designed to accommodate two or more families. Examples include apartment complexes, triplexes, and townhouses.

Neighborhood Activity Center (NAC): Contains facilities vital to the day-to-day activity of the neighborhood. Within this area, the central focus area might contain a retail, public, or quasi-public use such as a grocery store, service station, or small park. These diverse facilities are ideally located in close proximity to one another in the central section(s) of the activity center, making all vital shops and services accessible in a single stop.

Neighborhood Association: Build community, preserve and enhance the character of the neighborhood, and foster interaction and friendship among neighborhood residents and businesses.

Neighborhood Park: Typically 15-plus acres and intended to serve a single neighborhood, a 0.5-mile radius, or a population of approximately 5,000 residents. Designed to provide areas for both active recreational activities (e.g., playgrounds, field games) and passive recreational activities (e.g., picnicking, trails). Should be strategically placed within the center of several neighborhoods so that the parks are easily accessible by all surrounding residents.

Neighborhood Unit Plan: Developed by Clarence A. Perry by in the late 1920s. A physical design standard for which the size and the layout of the neighborhood meets the needs of a base unit of population for education, recreation, and other service facilities. The physical base of the neighborhood unit is an area, typically a circle, with a 0.25-mile radius, which is the distance an average person can comfortably walk in 5 minutes. Typically, a neighborhood park and elementary school are located within the neighborhood, with a shopping district located in the periphery at the intersection of adjacent, major streets.

Net Migration: The difference between in migration and out migration during a specific period of time.

Nuisance Ordinance: Designed to protect the health, safety, and well-being of a municipality by establishing and enforcing standards, which dictate the length of weeds, trash disposal, or other property complaints.

Open Space: Any parcel or area of land or water essentially unimproved and set aside, dedicated, designated, or reserved for public or private user or enjoyment, or for the use and enjoyment of owners and occupants of land adjoining or neighboring such open space.

Out Migration: Migration out of an area during a specific period of time.

Park: A tract of land, designated and generally used for active and passive recreation.

Pedestrian Scale: Development designed so a person can comfortably walk from one location to another; encourages strolling, window shopping, and other pedestrian activities; provides a mix of

commercial and civic uses (offices, different retail types, libraries, and other government and social service outlets); and provides visually interesting and useful details such as the following:

- Public clocks
- Benches
- Public art (e.g., murals, sculptures)
- Shade structures (e.g., canopies, covered walkways)
- Textured pavement (e.g., bricks or cobblestones)
- Shade trees
- Interesting light poles
- Trash bins
- Transit system maps
- Covered transit stops
- Street-level retail with storefront windows

Planning: The collaborative and anticipatory science of determining a community's needs, creating methods to address those needs, and developing solutions to achieve desired future results.

Preferred Development Concept: Represents a preferred future land-use scenario, which is developed based on feedback received from the advisory committee and the general public.

Public Facility: Buildings or structures that are owned and operated by local or state government. Public facilities serve the general public and the entire community.

Public Transportation: Various forms of shared-ride services, including buses, vans, trolleys, and subways, which are intended for conveying the public. (*Source: Natural Resources Defense Council*)

Recommendations: Provide specific implementation measures and suggest methods that the community can employ to achieve defined goals.

Regional Activity Center (RAC): Contains the shopping, services, recreation, employment, and institutional facilities that are desired and utilized by residents of a large region. The center of a regional activity center should include a regional shopping mall, a number of major employers, and other amenities that support a large area such as dining, entertainment, and public and quasi-public uses.

While the core of the activity may also serve the adjacent community and neighborhood, it is much larger in scale.

Regional Park: Typically 200-plus acres and intended to serve several communities. Often found along a natural resource and typically support boating, camping, fishing, picnicking, swimming, a variety of trails, and play areas.

Regional Planning: The science of planning applied to the efficient use of land, utilities, and other infrastructure across multiple cities, counties, or other jurisdictions.

Ridgeline: The crest along a range of hills. Basin boundaries and ridgelines are a key determinant of growth boundaries because these areas flow gradually in the same direction. Developed areas must be serviced with infrastructure and services (i.e., sewer and water). Pumping wastewater uphill or across a ridgeline into another drainage basin can be problematic.

Rural Estate: Single-family, detached residential dwellings having lot sizes of 1 acre or more.

Sign Ordinance: Establishes standards for the size, color, and height of signs. Sign ordinances are meant to encourage attractive and aesthetic signs and minimize clutter and visual blight.

Single-Family Residential: Housing units designed to accommodate one family per unit.

Street Trees: Offer numerous community and individual benefits, including enhancing the attractiveness of the roadway, reduced road noises, improved air quality, and increased property values. Studies have also shown that pedestrians are more likely to walk on streets with street trees.

Subdivision Regulations: Provide standards for streets, water systems, sewage disposal, and other components of public infrastructure. These standards ensure that developments are served by public service.

Tax Increment Financing (TIF): Designed to finance public costs associated with a private development project. Think of tax increment financing as a loan for developers. The City is borrowing funds that it expects to recoup in the form of higher tax base (higher property valuations). However, that loan is specifically earmarked to finance public costs.

Townhouse: A one-family dwelling in a row of at least three such units in which each unit has its own front and rear access to the outside, no unit is located over another unit, and each unit is separated from any other unit by one or more vertical wall(s).

Unemployment Rate: Someone who is willing and able to work, but is unable to find a paying job is considered unemployed. The unemployment rate is the number of unemployed workers divided by the total civilian labor force.

Utilities: Various components of infrastructure, including water, gas, and electricity.

Vacant Lot: A subdivided residential, industrial, governmental, or commercial lot, which contains no approved or permitted buildings of a temporary or permanent nature. (Source: *Environmental Protection Agency*)

Vehicle Miles Traveled (VMT): The number of miles traveled by a vehicle within a specified area in a specified time period. Typically, VMT is greater in areas with more housing than employment land uses or areas with more dispersed development.

Vision Statement: A vision is an image of a desired future that a community seeks to achieve. Effective vision statements are detailed, inspiring, and help motivate a community to advance toward this desired future state.

Wastewater: Water that has been used and discarded from homes, businesses, or industrial sources. It can contain a wide variety of waste products, including soap, chemicals, or human waste.

Zoning: The segregation of land uses into distinct and separate areas throughout the community in order to guide growth and development in a manner that protects the health, safety, and welfare of community residents.

Appendix B: Background

Appendix B of the Bellevue Comprehensive Plan contains a detailed assessment of Bellevue's background information. This appendix contains a comprehensive overview of the history and existing conditions of Bellevue. This section includes historical information and existing conditions information relating to housing, population, employment, public facilities, parks and recreation, and utilities.

History

Bellevue, Nebraska's oldest community, was originally established in 1822 as a trading post by Joshua Pilcher and the Missouri Fur Company. The city had an ideal location on the Missouri River, as well as access to the Platte River, leading it to become a trading hub between the manufacturers in the East and the fur trappers in the West. Bellevue also became a central trading point for the Omaha, Otoe, and Pawnee tribes. The community prospered along with the trading post.

In the 1850s, the fur trade declined. Thankfully, Bellevue was not adversely affected. The 1803 acquisition of the Louisiana Purchase opened the Eastern border of Nebraska to settlers in 1854, and the city experienced a building, development, and population boom. During this decade, the First Presbyterian Church, a bank, a hotel, and many homes were constructed.

Bellevue was expected to become the first capital because it was the oldest and most widely known settlement in the territory. This plan changed with the untimely death of the first governor. The acting governor then made an executive decision and selected Omaha for the capital, causing Bellevue to deteriorate significantly. For the second half of the century, the City of Omaha grew exponentially while Bellevue continued to decline, nearly becoming abandoned.

Late in the century, Bellevue made additions to their settlements that would later serve as insurance against further decline. In the 1880s, Bellevue College was established, and in the 1890s, an inexpensive land offer brought Fort Crook to the area. Fort Crook was eventually responsible for a large part of the city's growth.

Today, Bellevue's growth is primarily because of economic expansion in the civilian employment sector. A new building boom occurred with the construction of Kennedy Freeway. Commercial, industrial, and residential areas all continue to grow. Two of Bellevue's most significant attractions, Offutt AFB and Fontenelle Forest, have had profound impacts on Bellevue's history and growth. Offutt has served as a catalyst for development and is the area's largest employer, and Fontenelle Forest is one of Nebraska's most popular tourist attractions. The history of each of these facilities provides additional insight and value into the history of Bellevue.

Offutt Air Force Base History

Fort Crook was built in 1896, 10 miles south of Omaha and 2 miles from the Missouri River. It was named after Civil War hero General George Crook. The fort originally served as a U.S. Army post. In 1918, Fort Crook became a subpost of Fort Omaha and was assigned to the Division of Military Aeronautics. During this time, the fort became the center for balloon service recruits to complete their basic training.

On September 10, 1989, the 61st Balloon Company became the first air unit to command the post. Later, in 1921, 260 acres were developed as a field suitable for take-offs, landings, and refueling for cross-country flights. In 1924, this field was named in honor of 1st Lieutenant J. Offutt, Omaha's first World War I air casualty.

Offutt AFB also played an important role in World War II. The two bombers that dropped the first atomic weapons on Japan, the Enola Gay and Bock's Car, were assembled at Offutt AFB in "Building D."

In June 1946, the Army Air Force redesignated Fort Crook and the Martin-Nebraska facilities as Offutt Field. Eighteen months later, Offutt Field was transferred to the new Department of the Air Force and became Offutt AFB. Later in 1948, Offutt gained international recognition when it became the headquarters for the Strategic Air Command.

Following World War II, Offutt saw some significant changes. New operations included alert bomber and tanker basing, support for intercontinental ballistic missile sites, and worldwide reconnaissance. The population and facilities of Offutt grew significantly to keep pace with the increased operational demands. Several new dormitories and family housing units quickly replaced the early barracks of Fort

Crook. In 1992, the U.S. Air Force reorganized its military unit structure. The Strategic Air Command was deactivated, and the unified U.S. Strategic Command (USSTRATCOM) was established.

The former Army outpost, once hard-pressed to support a few hundred soldiers, now accommodates a combined military and civilian work force of more than 11,000 while supporting nearly 24,000 family members and retirees.

Fontenelle Forest

The land presently known as Fontenelle Forest has had a diverse history. Archeological evidence has revealed approximately 70 known sites of Native American lodges dating to the years of 1100 through 1400 A.D. In 1804, the Lewis and Clark expedition undoubtedly crossed this area.

The initial settlement of Bellevue was begun by the trading post constructed by the Missouri Fur Company in 1822. Six years after its inception, this trading post was purchased by the French-American fur trader, Lucien Fontenelle. It was later used as an Indian Agency headquarters for the U.S. government.

Lucien Fontenelle married Me-um-bane, an Omaha Indian, and they had five children together. One of these children, Logan, became a highly respected interpreter at the Indian Agency. He was raised in the culture of both the white man and the Indian and was, therefore, held in very high regard. Logan was a spokesman for the Omaha tribe until his death at the age of 30 at the hands of a Sioux war party. Both Lucien and Logan Fontenelle are said to be buried on Fontenelle Nature Association (FNA) property, but their exact location is unknown.

In 1910, a group of scholars and businessmen began efforts to preserve the beautiful lands along the Missouri River. Led by Dr. A.A. Tyler and Dr. Harold Gifford, Sr., this group petitioned the state of Nebraska to purchase the land as a state forest preserve. After being rejected by the state, the group decided to purchase the land on their own. Three years later, in 1913, this assemblage formed the Fontenelle Forest Association, a nonprofit organization that was responsible for preserving this area. World War I interrupted their efforts, and it took them until 1920 to raise enough money to purchase the first tract of land. This first piece of land amounted to a little more than 300 acres. Since that time, Fontenelle Forest has grown to approximately 1,401 acres. Much of this land, which was acquired through additional purchases, gifts, and trades, was primarily used for hiking and picnicking until the

mid1960s. During this time, the professional staff consisted of a single caretaker. In the late-1960s, the city forester began to lead educational hikes. The popularity of these hikes led to the construction of the Fontenelle Forest Nature Center in 1966. Since its creation, the Nature Center has expanded, and the educational offerings have grown and diversified.

In 1998, the FNA purchased Camp Brewster (82 acres) from the Metro Omaha YWCA. Camp Brewster connects with the existing forest and provides visitors with buildings and open lawns for special events, educational activities, and staff operations. Long-term plans include the creation of a “Children’s Forest” for young children.

In 1999, the FNA opened the Gilbert and Martha Hitchcock Wetlands Learning Center on the floodplain of Fontenelle Forest. This “satellite” building, located 2 miles from the visitor’s center, houses two classrooms and basic visitor services. The Learning Center is also adjacent to the Gifford Memorial Boardwalk. This equal-access boardwalk is almost 0.5 miles and ends at a two-story observation tower on the edge of the Great Marsh.

The year 2000 marked a change for the main visitor’s center for Fontenelle Forest. The main visitor entry point was temporarily shifted to the Wetlands Learning Center during the construction of a new center on Bellevue Boulevard. In October of that year, the new facility, the Katherine and Fred Buffett Forest Learning Center, opened. Today, Fontenelle Forest comprises hardwood deciduous forest, extensive floodplain, loess hills, and marshlands. Hikers and bird watchers are bound to see a wide variety of wildlife during their visit. The 17 miles of hiking trails provide visitors with spectacular views of the Missouri River and surrounding areas.

Population Demographics

Bellevue's population has increased dramatically since the community was founded in the late 1800s. What began as an early fur trading outpost has evolved and grown into a burgeoning river city. According to MAPA, Bellevue's estimated population in 2004 was 44,382, making Bellevue Nebraska's third largest city.

Bellevue's population estimate is representative of the population within the city limits. However, much of Bellevue's recent population growth has actually occurred inside Bellevue's ETJ area and outside the city limits. As a result, a holistic population estimate, which includes populations in both areas, is much more representative.

Unfortunately, an estimate for the population of Bellevue's ETJ area was unavailable, so a process and formula was developed that attempted to quantify the population. The housing parcel data was evaluated and used in a formula to determine the number of Bellevue residents who live in single-family residences and in multifamily residences.

Bellevue's holistic population estimate is the sum of the following subcategories:

- Single-family residents who live within the city limits of Bellevue
- Multifamily residents who live within the city limits of Bellevue
- Single-family residents who live within Bellevue's ETJ area
- Multifamily residents who live within Bellevue's ETJ area

Single-Family Residents, Bellevue City Limits

A comprehensive existing land-use survey indicated that the City of Bellevue contains 13,720 single-family residential parcels. The 2000 census estimated that the average vacancy rate is 2.9 percent. The number of single-family residential parcels, which is 13,720, must be multiplied by the 2000 Census vacancy rate to calculate the number of occupied single-family parcels. Approximately 397 of Bellevue's single-family residential parcels within the city limits are vacant. The number of occupied single-family parcels is determined by subtracting the number of vacant single-family parcels (397) from the total number of single-family parcels (13,720), which gives approximately 13,322 occupied single-family parcels in the city of Bellevue.

Next, the number of occupied single-family parcels is multiplied by the average household size (2.61 persons) from the 2000 census. The estimated single-family residential population, within Bellevue's city limits, is 34,770.

Multifamily Residents, Bellevue City Limits

Bellevue's multifamily population estimate required deductive reasoning. If Bellevue's total estimated 2004 population was 47,347, and 34,770 residents live in single-family homes, the remaining 12,577 can be inferred to live in multifamily residences. The estimated multifamily residential population, within Bellevue's city limits, is 12,577.

Single-family Residents, ETJ Area

The existing land-use survey indicated that Bellevue's ETJ area contains approximately 5,077 single-family residential parcels. The total number of single-family parcels (5,077) was multiplied by the 2000 census average vacancy rate of 2.9 percent to determine how many of these parcels were occupied. Bellevue's ETJ area contains 4,930 occupied single-family residential parcels.

Bellevue's ETJ area's population of single-family residents was determined by taking the number of occupied single-family parcels (4,930) and multiplying by the 2000 census average household size of 2.61 persons. The estimated single-family residential population, within Bellevue's ETJ area, is 13,867.

Multifamily Residents, ETJ Area

The number of multifamily residents living in Bellevue's ETJ area was determined by first estimating the multifamily residential population density. Bellevue's city limits contain 386 acres of multifamily residential land, and approximately 12,577 residents live in multifamily housing within those 386 acres. The total number of residents living in multifamily housing (12,577) is divided by the number of acres of multifamily housing (386) gives an estimated multifamily residential population density of 32.5 residents per acre.

The existing land-use survey revealed that Bellevue's ETJ area includes 103 acres of multifamily land use. Therefore, the number of acres of multifamily residential land use within Bellevue's ETJ area (103) is multiplied by the estimated multifamily residential population density (32.5 residents per acre) to get an estimated multifamily residential population within the ETJ area of 3,378 persons.

Table B-1 summarizes the population breakdown. The population within the city limits represents 73.3 percent of Bellevue's total population. The ETJ area represents 26.7 percent of Bellevue's total population. Approximately 73.4 percent of the population within the city limits lives in single-family residences. Bellevue's ETJ area contains a slightly higher percentage of single-family residences in which 80.4 percent of Bellevue's population within the ETJ area lives in a single-family residence.

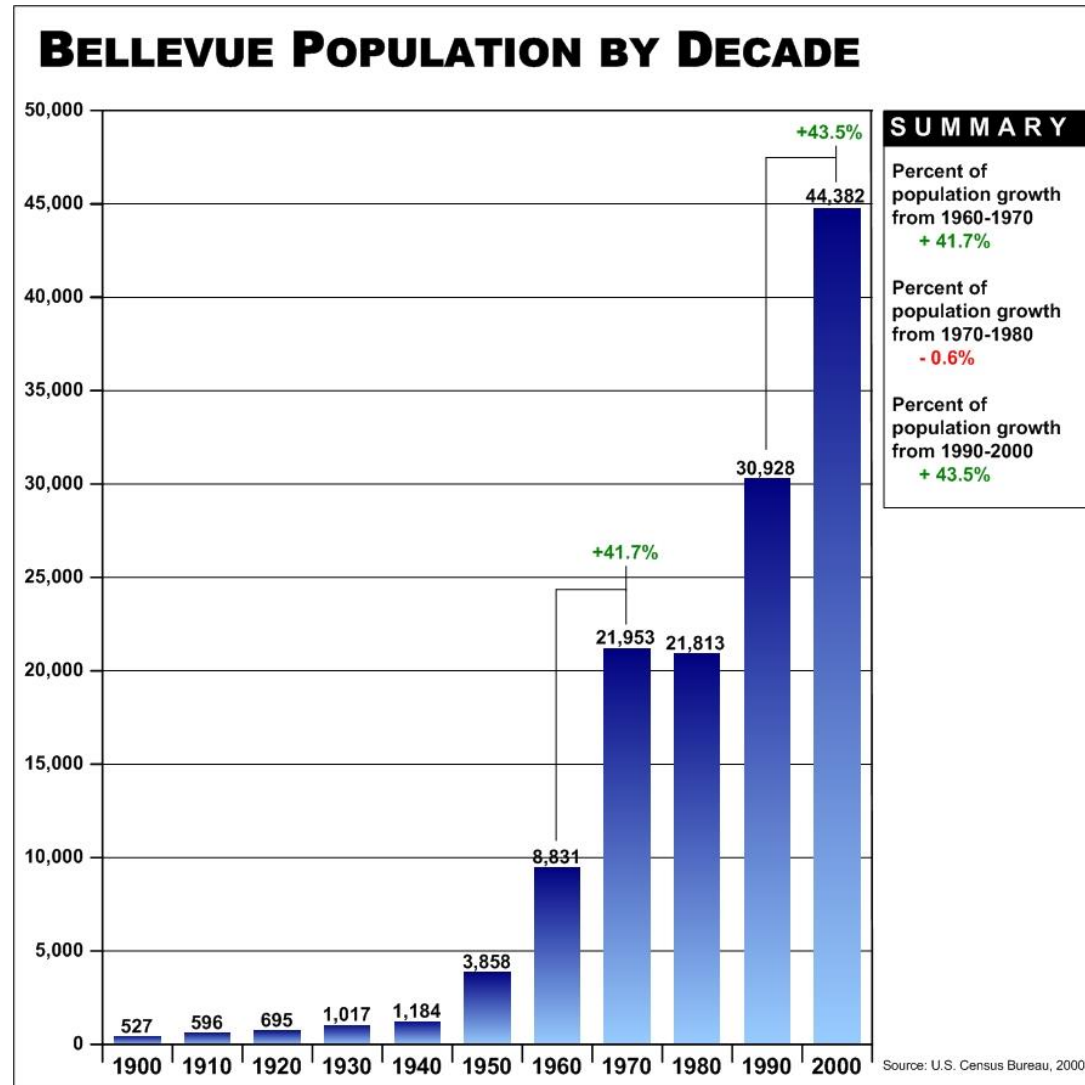
Bellevue Existing Population

Category	Number	Percent
CITY LIMITS	47,347	73.3%
Single Family Residents	34,770	73.4%
Multi Family Residents	12,577	26.6%
ETJ	17,245	26.7%
Single Family Residents	13,867	80.4%
Multi Family Residents	3,378	19.6%
TOTAL	64,592	100%

Table B-1: Bellevue Existing Population

Historic Population

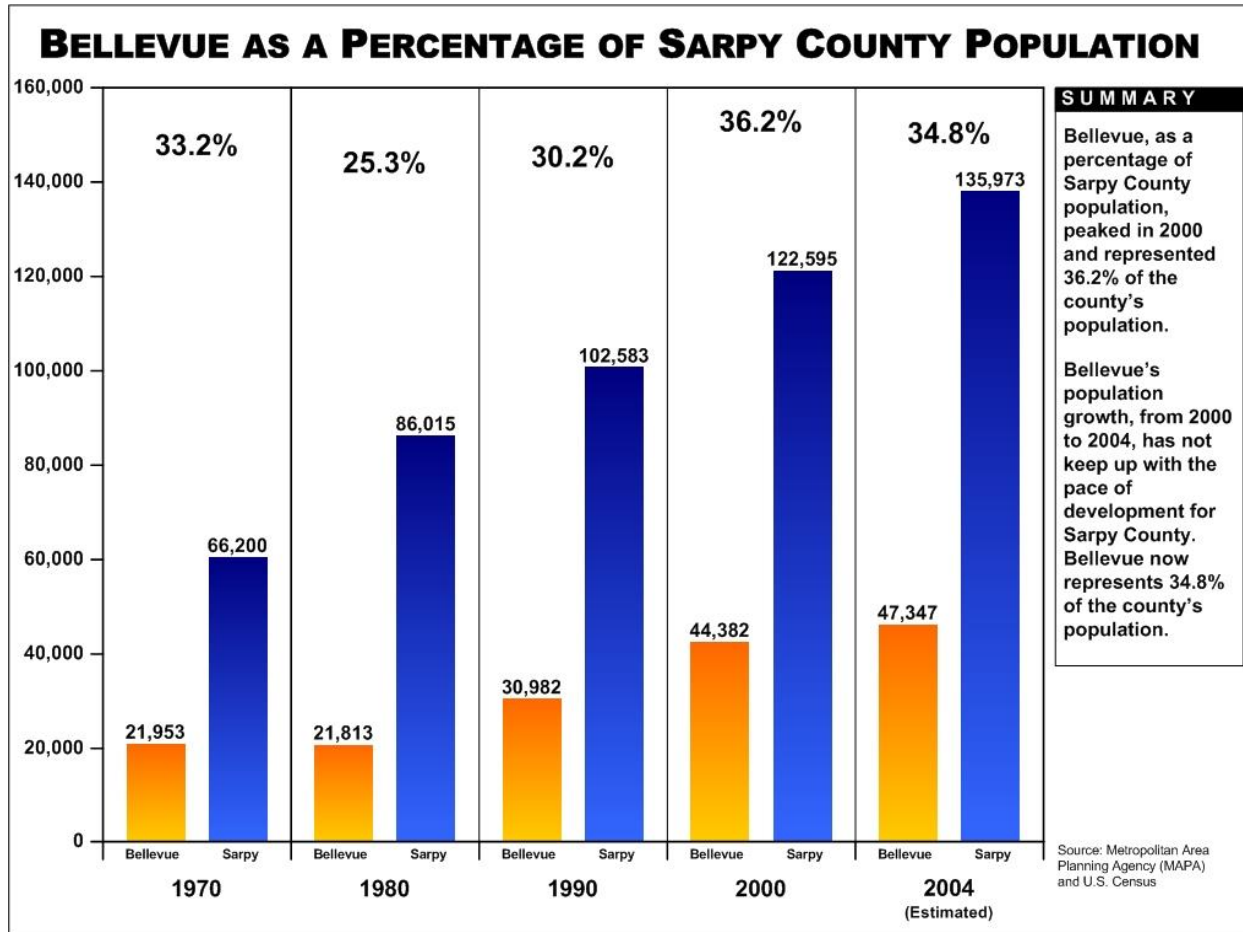
Bellevue's population has seen steady growth since 1900. Graph B-1 depicts Bellevue's population, at decade intervals, between 1900 and 2000. During the past 10 decades, Bellevue's population has grown in all but 1 decade. Bellevue did see a slight population decline between 1970 and 1980. Bellevue lost 140 residents during this time. Bellevue's largest population gain, as measured by the percentage of population growth, occurred between 1950 and 1960. Bellevue's population was 3,858 in 1950. Between 1950 and 1960, Bellevue's population grew by 128.9 percent. Additional periods of high growth occurred during the 1960s when the population grew by 41.7 percent and the 1990s when the population grew by 43.5 percent.



Graph B-1: Bellevue Population by Decade

Sarpy County

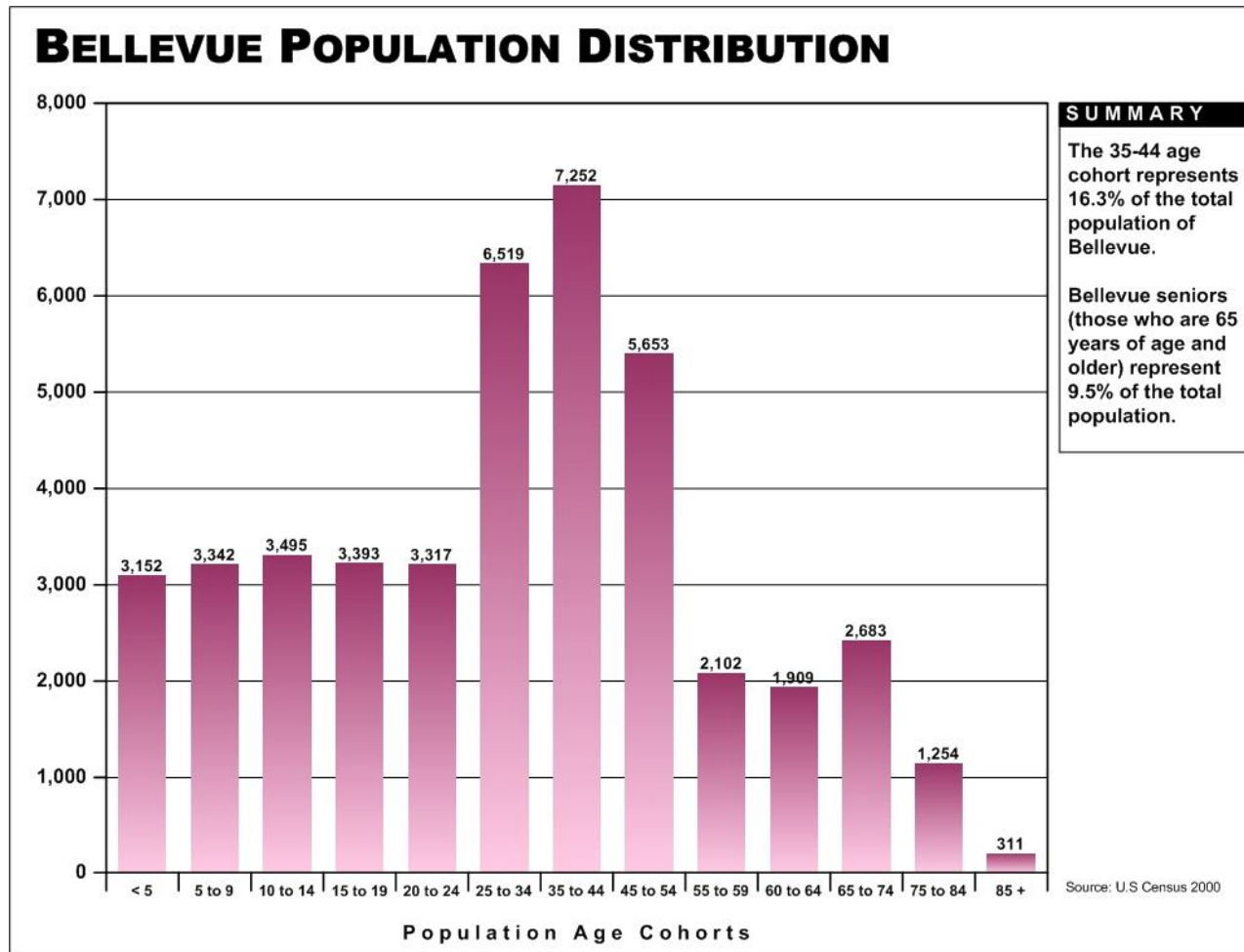
Bellevue is the largest (on the basis of population and land area) city in Sarpy County. Sarpy County, which used to be primarily rural in character, is becoming more and more urbanized. The population of Sarpy County has seen consistent growth as communities like Bellevue, Papillion, La Vista, Gretna, and Springfield continue to gain residents. Graph B-2 depicts the relationship between the population of Bellevue and the population of Sarpy County. Bellevue represented 36.2 percent of the county's population at its peak in 2000. Bellevue's population growth, from 2000 to 2004, has not kept up with the pace of development within Sarpy County. Bellevue now represents 34.8 percent of the county's total population. However, Graph B-2 indicates that Bellevue's percentage of population of Sarpy County has fluctuated. In 1980, Bellevue's population constituted only 25.3 percent of the population of Sarpy County. A decreasing percentage of Sarpy County population, over time, would indicate that other Sarpy County communities are growing at a faster rate than Bellevue.



Graph B-2: Bellevue as a percentage of Sarpy County Population

Population Distribution

Graph B-3 demonstrates that Bellevue's population distribution is diversified. This graph divides Bellevue population into age brackets, or cohorts. The age cohort with the largest percentage of residents is the 35- to 44-age cohort. This age cohort represents 16.3 percent of Bellevue's population, and includes parents and high-wage earners. The second most populated age cohort is the 25- to 34-age cohort. This cohort, which includes young professionals and young adults, has a total of 6,519 residents and represents 14.6 percent of the population. Bellevue seniors, which include those who are 65 years old and older, represent only 9.5 percent of the total population. This percentage is slightly less than the national average. According to the U.S. Census, seniors account for 12.4 percent of the total U.S. population.



Graph B-3: Bellevue Population Distribution

Gender Distribution

According to the U.S. Census, Bellevue's gender breakdown reveals a nearly even split between males and females. Table B-2 identifies the gender distribution by age category. Bellevue's gender distribution does not yield any surprising or unusual findings. However, a comparison between Bellevue's gender distribution and Nebraska's gender distribution reveals some interesting discrepancies. Seniors (individuals aged 65 and over) represent 9.6 percent of Bellevue's total population. Seniors represent 13.6 percent of Nebraska's total population. Bellevue contains 41 percent fewer seniors than the Nebraska average.

GENDER DISTRIBUTION	NUMBER	BELLEVUE PERCENT	NEBRASKA PERCENT
Male	22,006	49.6 percent	49.3 percent
Female	22,376	50.4 percent	50.7 percent
18 years and over	32,221	72.6 percent	73.7 percent
Male	15,748	35.5 percent	35.8 percent
Female	16,473	37.1 percent	37.9 percent
65 years and over	4,248	9.6 percent	13.6 percent
Male	1,838	4.1 percent	5.6 percent
Female	2,410	5.4 percent	8.0 percent
Table B-2: Gender Distribution Source: U.S. Census Bureau, 2000			

Racial Composition and Distribution

The vast majority of Bellevue residents (85.8 percent) identify their race as white. Table B-3 depicts Bellevue's racial composition and distribution. However, when compared with Nebraska averages, Bellevue is more ethnically diversified than many other Nebraska communities.

RACE	NUMBER	BELLEVUE PERCENT	NEB PERCENT
One race	43,256	97.5 percent	98.6 percent
White	38,092	85.8 percent	89.6 percent
African American	2,719	6.1 percent	4.0 percent
American Indian and Alaska Native	223	0.5 percent	0.9 percent
Asian	938	2.1 percent	1.3 percent
Native Hawaiian and Pacific Islander	49	0.1 percent	<0.1 percent
Some other race	1,235	2.8 percent	2.8 percent
Two or more races	110	1.8 percent	1.4 percent
Hispanic or Latino (of any race)	2,609	5.9 percent	5.5 percent

**Table B-3: Race
Source: U.S. Census
Bureau, 2000**

This diversity is evidenced by Bellevue's higher African American, Asian, and Hispanic or Latino population percentages. Bellevue's percentage of African American residents is 6.1 percent and is 33 percent higher than Nebraska averages. Bellevue's Asian population, which represents 2.1 percent of the population, is 61.5 percent greater than Nebraska averages. Bellevue's Hispanic or Latino population, which represents 5.9 percent of the population, is slightly higher than Nebraska's average.

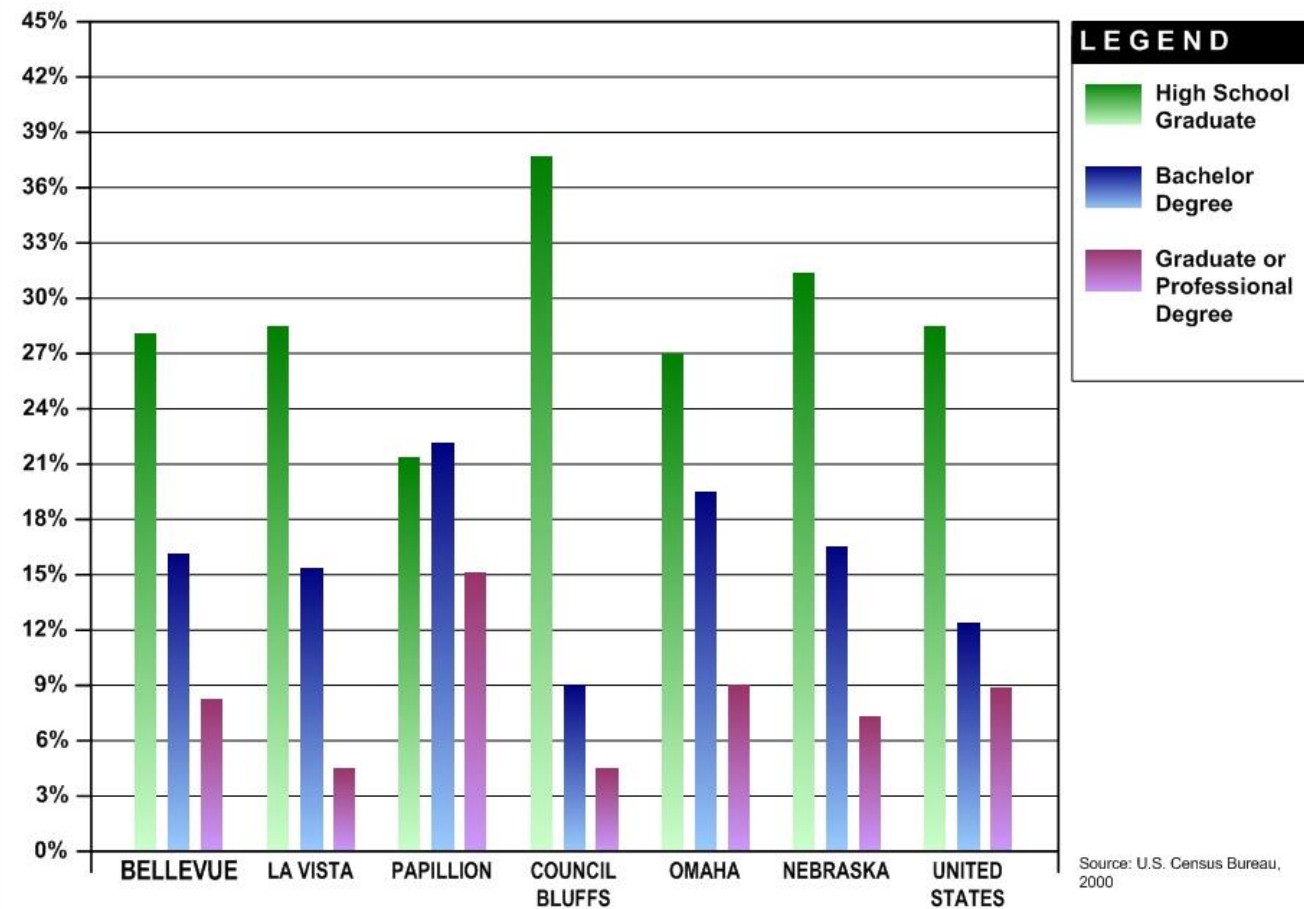
Social Characteristics

Educational Attainment

According to the U.S. Census, 28.1 percent of Bellevue residents have a high school diploma. This percentage compares with the Nebraska average of 31.3 percent. However, Bellevue is fortunate to have higher percentages of both bachelor-degree residents and graduate- or professional-degree residents. Approximately 17 percent of Bellevue residents have obtained a bachelor's degree compared with 16.5 percent of Nebraska residents. Approximately 8.1 percent of Bellevue residents have a graduate or professional degree, which is slightly higher than the Nebraska average Of approximately 7.3 percent.

Graph B-4 compares Bellevue's educational attainment levels with other area communities. Bellevue's education attainment levels are nearly commensurate with the levels of La Vista. However, Papillion has higher percentages of both bachelor-degree residents and graduate- or professional-degree residents. The disparity between graduate- or professional-degree residents is significant. Approximately 8 percent of Bellevue residents have a graduate or professional degree compared with 15.1 percent of Papillion residents. Bellevue's educational attainment levels are significantly higher than those of Council Bluffs. Approximately 17 percent of Bellevue residents have a bachelor degree, compared to 9.4 percent of Council Bluffs residents. Omaha has a lower percentage of high school graduates, but a higher percentage of bachelor-degree residents and graduate- or professional-degree residents. Bellevue has a higher percentage of bachelor-degree residents but a lower percentage of graduate- or professional-degree residents when compared with national averages.

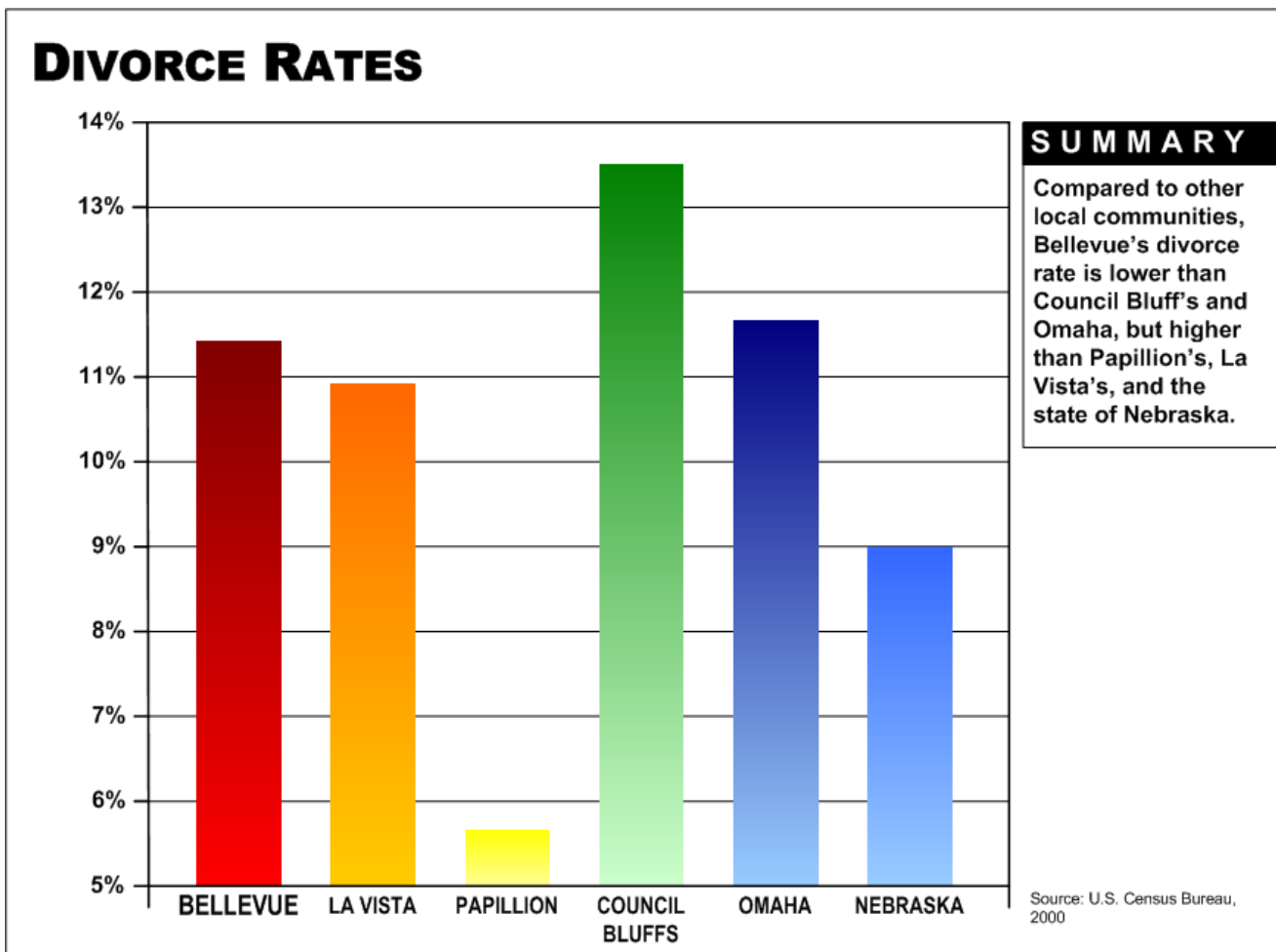
EDUCATIONAL ATTAINMENT COMPARISON



Graph B-4: Educational Attainment Comparison

Divorce Rates

Approximately 57 percent of Bellevue residents are married. This value is consistent with Nebraska averages. The percentage of Bellevue residents who have never married and who are separated are both in line with Nebraska state averages. Approximately 11 percent of Bellevue residents are divorced. Graph B-5 compares the Bellevue divorce rate with other area communities. Divorce appears to be more prevalent in Bellevue than in other Nebraska communities. The percentage of Bellevue residents who are divorced is 26.6 percent higher than the Nebraska state average. However, when Bellevue's divorce rates are compared with those of other area communities, with the exception of Papillion, Bellevue is fairly consistent with other local communities.



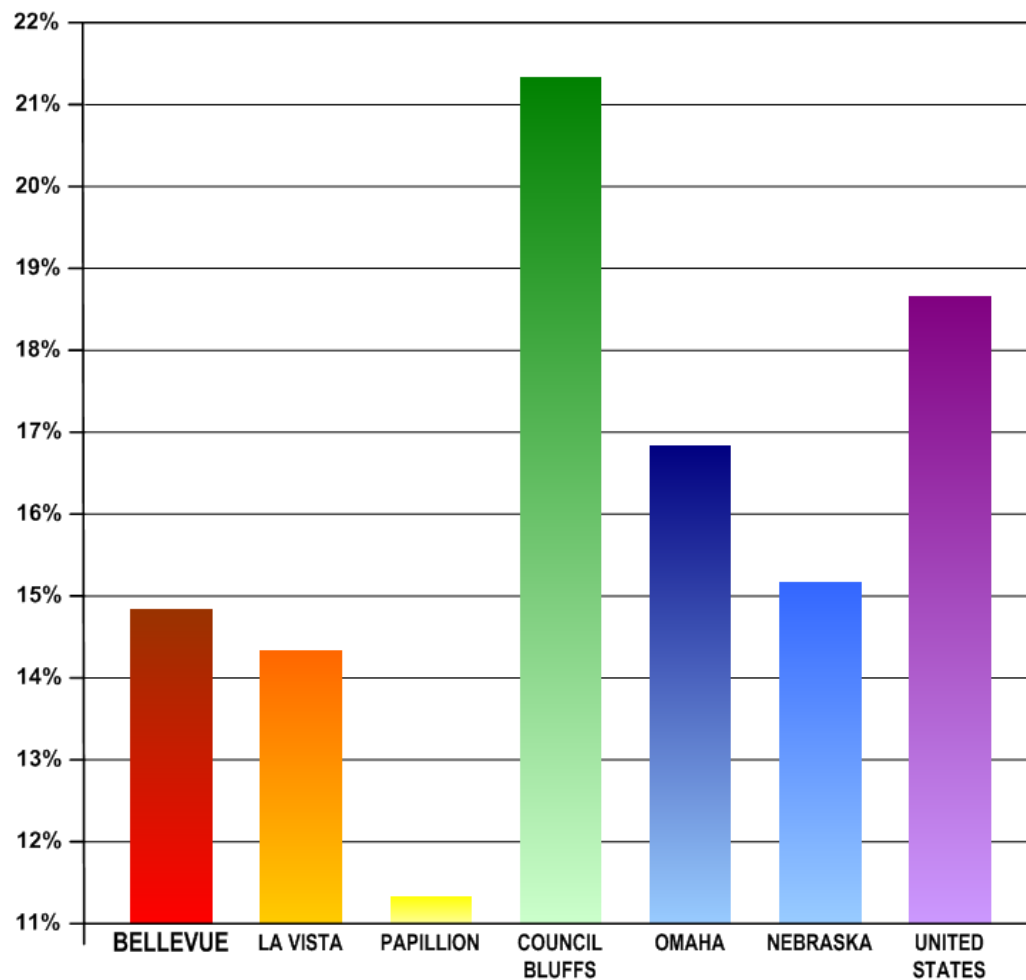
Graph B-5: Divorce Rates Comparison

Disability

The U.S. Census defines a disability as, “A long-lasting physical, mental, or emotional condition. This condition can make it difficult for a person to do activities such as walking, climbing stairs, dressing, bathing, learning, or remembering. This condition can also impede a person from being able to go outside the home alone or to work at a job or business.” The 2000 U.S. Census Survey found that 20,900,000 American families had at least one member with a disability. Sixty-nine percent of the disabilities reported in the 2000 U.S. Census Survey involved either a sensory or a physical disability. Sensory or physical disabilities can adversely affect one’s ability to work or maintain employment. Therefore, disabilities can lead to a reduced chance of employment and an increased likelihood of federal government health insurance.

Graph B-6 indicates the percentage of residents between the ages of 21 and 64 that have a disability. This graph also compares the disability rate of Bellevue residents with other local communities. A local comparison of disability rates yields a 10 percentage point difference between Council Bluffs disability rate and Papillion’s rate. Additionally, this graph indicates that Bellevue’s disability rate is higher than La Vista and Papillion, but lower than Omaha and Council Bluffs. However, when Bellevue’s disability rate is compared with the national average, Bellevue’s disability rate is nearly 3 percentage points lower than the national average.

DISABILITY RATES (POPULATION 21 TO 64)



SUMMARY

Compared to other local communities, Bellevue's disability rate is lower than Council Bluffs, Omaha, the Nebraska average, and the U.S. average, but is higher than La Vista and Papillion.

Source: U.S. Census Bureau, 2000

Graph B-6: Disability Rates Comparison

Employment Demographics

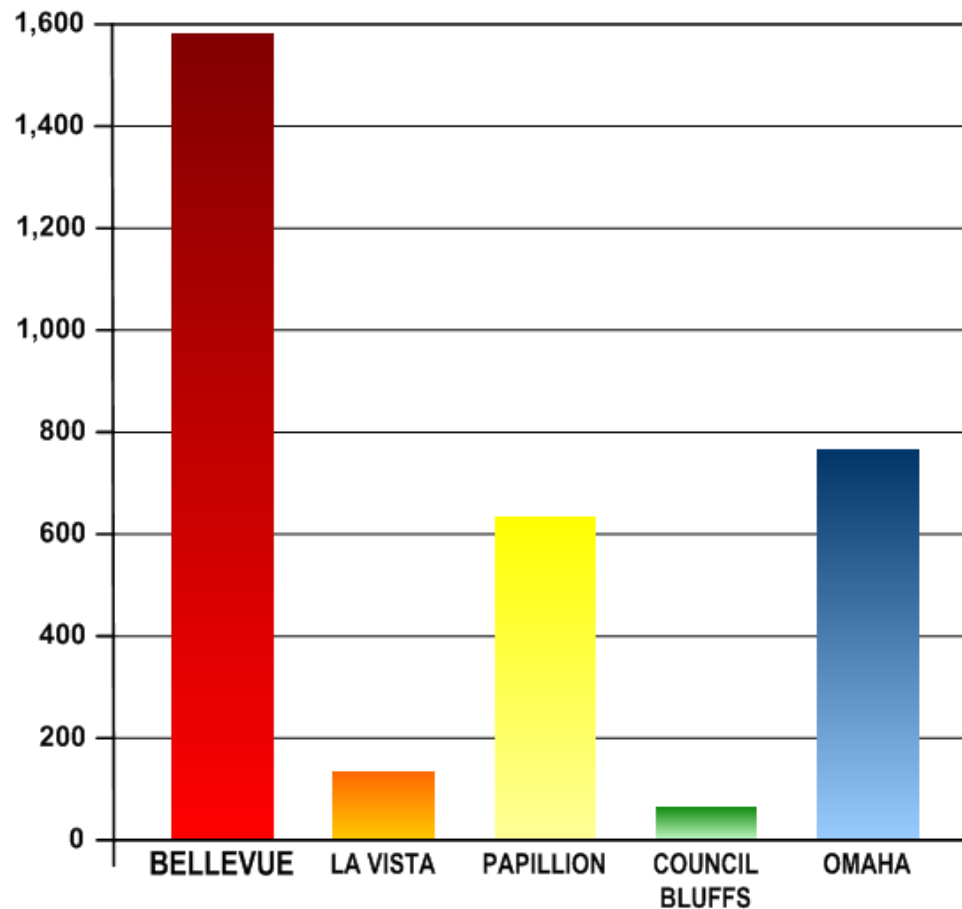
According to the 2000 U.S. Census, Bellevue's unemployment rate was 3.6 percent. This value is consistent with Nebraska's average unemployment rate of 3.5 percent. However, when Bellevue's unemployment rate is compared with the national rate, Bellevue's unemployment rate is significantly below the national average of 5.8 percent.

Armed Forces

Offutt AFB houses the 55th Wing, the U.S. Strategic Command, the Air Force Weather Agency, the U.S. Air Force Heartland of America Band, the 20th Intelligence Squadron, and the DET 10 Survey. These units collectively employ approximately 10,500 employees. Although many of these employees live on base and, therefore, live in Bellevue, information from the recent U.S. Census Survey indicates that the Armed Forces employees are scattered throughout the area.

Graph B-7 indicates that the Armed Forces employees live in several local communities. Approximately 1,598 Armed Forces employees live in Bellevue. Armed Forces employees represent 4.7 percent of Bellevue's total work force. Approximately 631 Armed Forces employees live in Papillion and represent 5.3 percent of Papillion's total work force. On the basis of percentage, more Armed Forces employees live in Papillion than in Bellevue.

ARMED FORCES: WHERE THEY LIVE



SUMMARY

Approximately 1,598 Armed Forces employees live in Bellevue.

4.7% of Bellevue residents work in the Armed Forces.

Approximately 631 Papillion residents, or 5.3%, are Armed Forces employees.

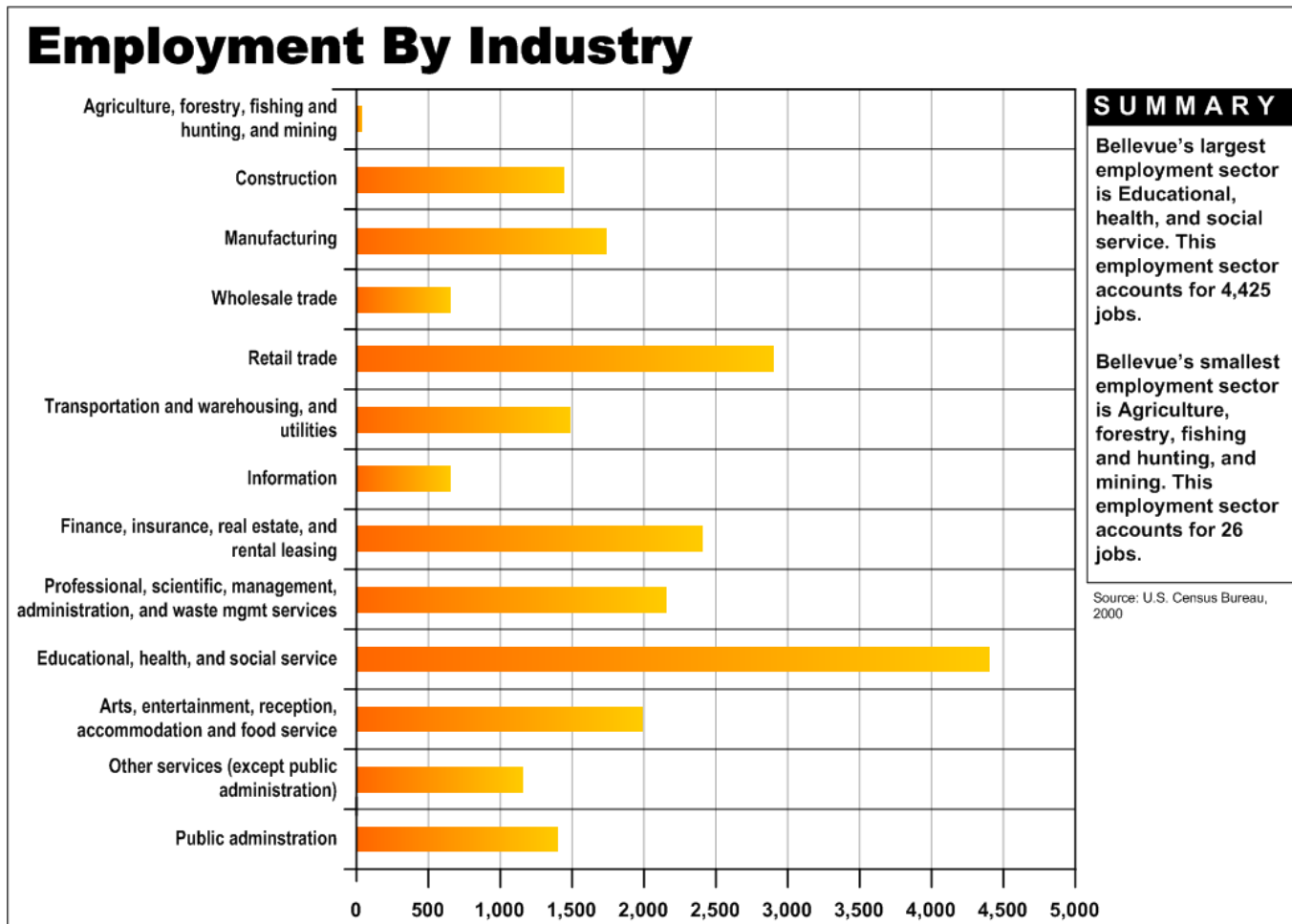
This indicates that, based on percentages, more Armed Forces employees live in Papillion than in Bellevue.

Source: U.S. Census Bureau, 2000

Graph B-7: Armed Forces Where They Live Comparison

Industry

Graph B-8 visually depicts Bellevue's employment distribution by industry. Bellevue's employment base is well diversified. Bellevue's largest employment industry, on the basis of total number of jobs, is the educational, health, and social services sector, which accounts for 4,425 jobs. Retail trade, Bellevue's second largest industry sector, accounts for 2,897 jobs. Bellevue's smallest employment industry is agriculture, forestry, fishing and hunting, and mining, which only accounts for 26 jobs.

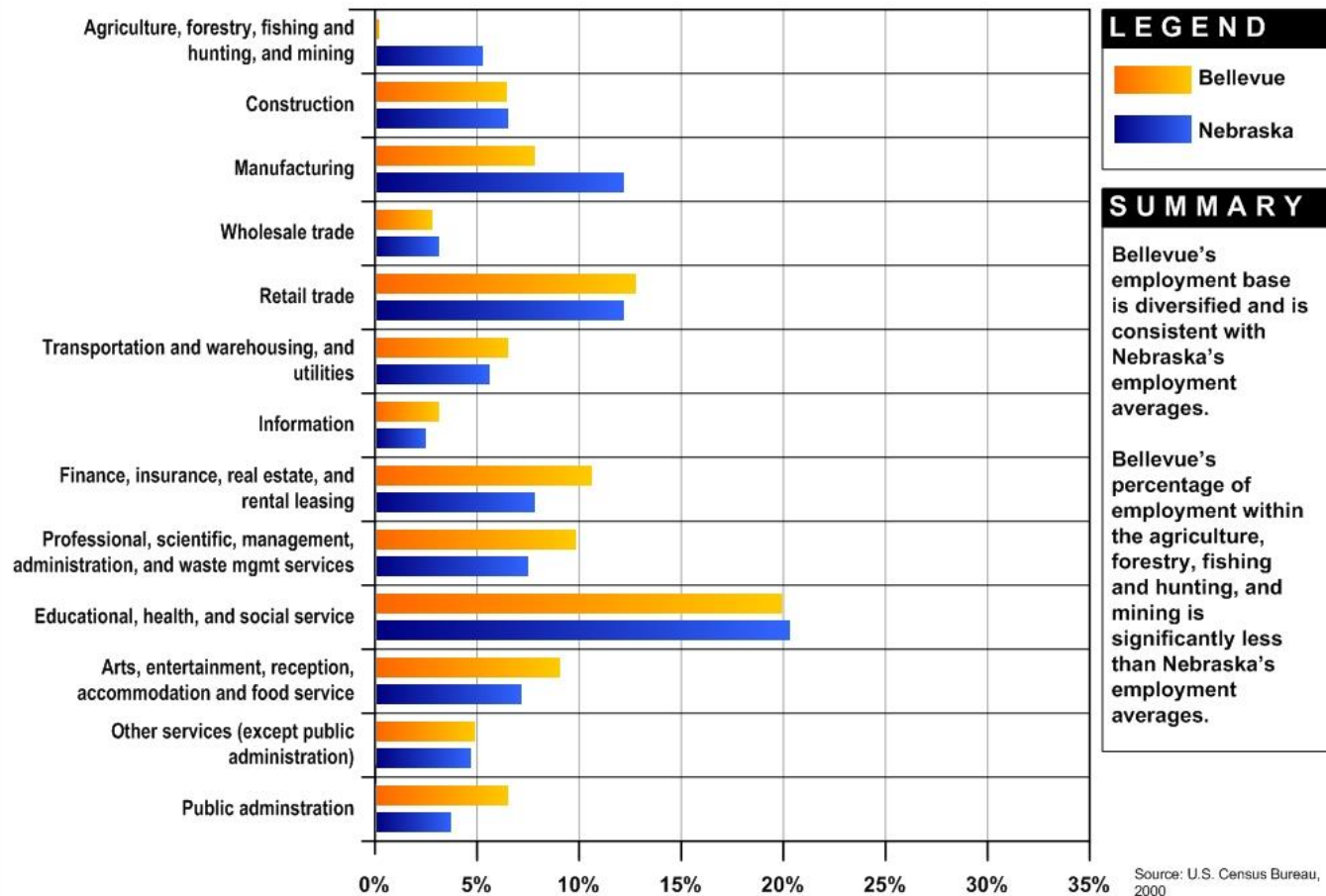


Graph B-8: Employment by Industry

Industry Comparison

Graph B-9 contrasts Bellevue's distribution of employment by industry with the averages for the state of Nebraska. The characteristics of Bellevue's employment by industry compare well with Nebraska's employment by industry averages. Bellevue's percentage of employment within the agriculture, forestry, fishing and hunting, and mining is significantly less than Nebraska's employment averages. Aside from this minor inconsistency, the percentage of employment for nearly every other employment industry sector is in line with Nebraska averages.

EMPLOYMENT BY INDUSTRY COMPARISON



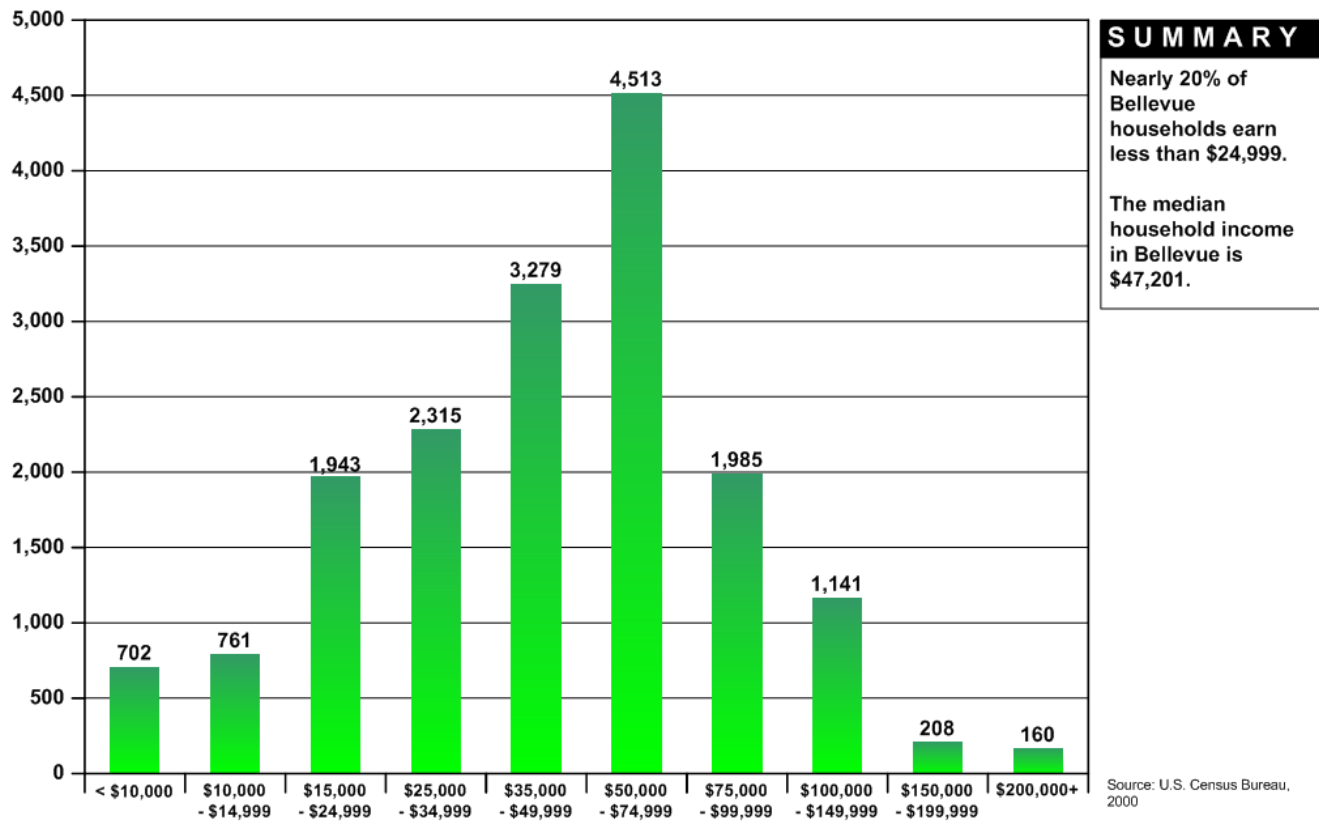
Graph B-9: Employment by Industry Comparison

Income Distribution

Graph B-10 depicts the stratification of Bellevue's household income. This graph indicates that Bellevue's income distribution is generally well diversified. The income segment that contains the largest percentage of Bellevue's households is income within the range of \$50,000 to \$74,999. Approximately 20 percent of Bellevue households earn less than \$24,999.

Bellevue's median household income is \$47,201—50 percent of Bellevue households earn less than \$47,201 and 50 percent of Bellevue households earn more than \$47,201.

HOUSEHOLD INCOME IN 1999 DOLLARS

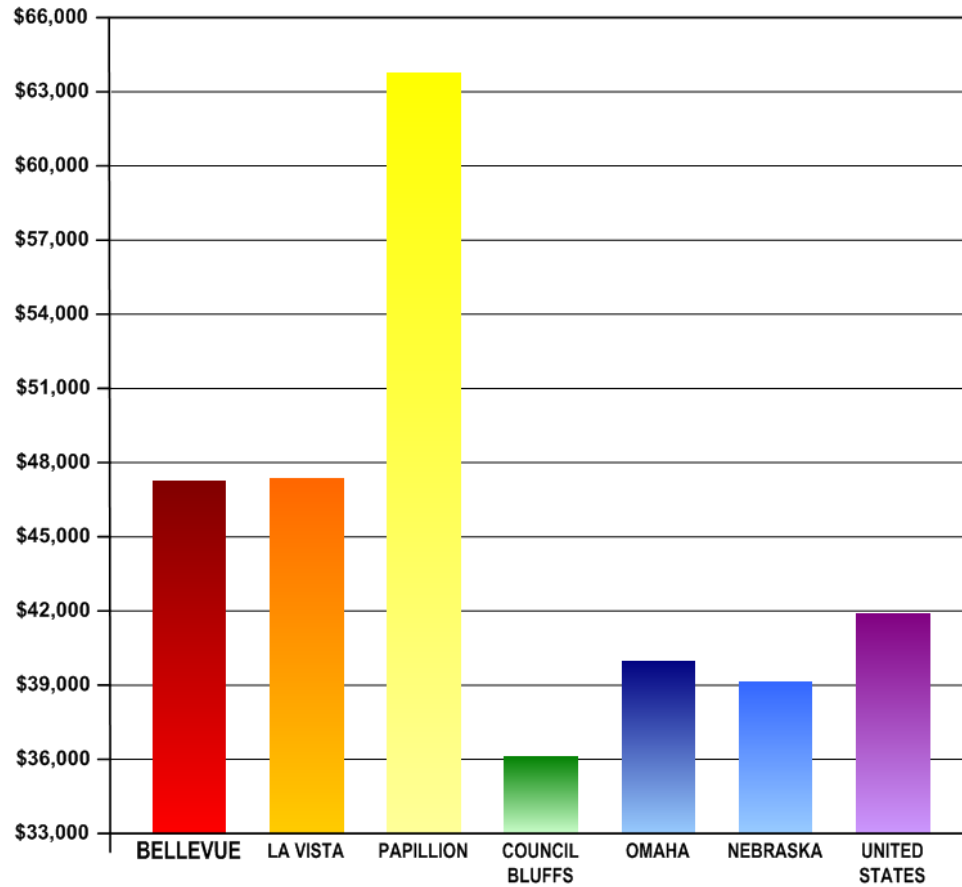


Graph B-10: Household Income in 1999 Dollars

Income Comparison

Graph B-11 contrasts Bellevue's median income with the median income of other local communities, the state, and the nation. Papillion has the highest median income of \$63,992, whereas Council Bluffs has the lowest median income of \$36,221. Bellevue's median income of \$47,201 is higher than Omaha's median income, Nebraska's median income, and the United State's median household income. However, Bellevue's median income is slightly less than La Vista's median household income of \$47,280 and is significantly less than Papillion's median household income of \$63,992.

MEDIAN HOUSEHOLD INCOME COMPARISON



SUMMARY

Bellevue's median household income is \$47,201.

Comparatively, Papillion has the highest median household income (\$63,992) and Council Bluffs has the lowest median household income (\$36,221).

Bellevue's median household income is higher than both Nebraska and the United State's median household income.

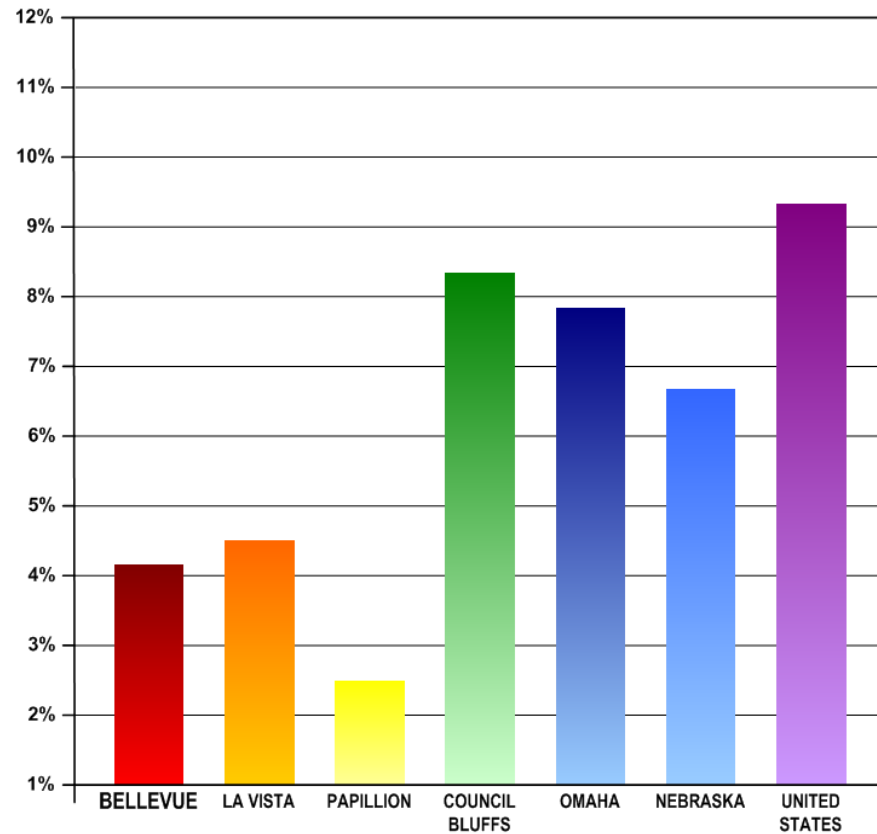
Source: U.S. Census Bureau, 2000

Poverty

According to the 1999 U.S. Census information, 495 Bellevue families, or 4.1 of Bellevue's total families, lived below the poverty level. Bellevue's percentage of families below the poverty level is well below Nebraska's average of 6.7 percent.

Graph B-12 compares Bellevue's percentage of families below the poverty level with that of other area communities. Bellevue's has the lowest percentage of families below the poverty level than other area municipalities, with the exception of Papillion. Papillion has the smallest percentage of families below the poverty level at 2.5 percent, and Council Bluffs has the largest percentage of families below the poverty level at 8.2 percent. However, Bellevue's percentage of families below the poverty level is significantly lower than either Council Bluffs or Omaha.

PERCENTAGE OF FAMILIES BELOW POVERTY LEVEL



SUMMARY

Approximately 4.1% of Bellevue families live below the poverty level.

Comparatively, Papillion has the smallest percentage of families below the poverty level (2.5%) and Council Bluffs has the largest percentage of families below the poverty level (8.2%).

Bellevue's percentage of families below the poverty level is lower than the Nebraska and national average.

Source: U.S. Census Bureau, 2000

Graph B-12: percentage of Families Below Poverty Level

Housing Demographics

Year Structure Built

Chart B-1 is a pie chart that represents the percentage of homes built before 1939 until March 2000. Graph 2-13 identifies the number of homes built before 1939 until March 2000.

According to the U.S. Census Bureau, homes built before 1940 account for 23.7 percent of Bellevue housing stock. The largest share of Bellevue homes were constructed between 1970 and 1979. Approximately 5,275 homes, or 30 percent of Bellevue's total housing stock, were built during this time frame. The second largest share of homes constructed within Bellevue occurred between 1960 and 1969. Approximately 4,118 homes, or 24 percent of Bellevue's housing stock, were constructed during this time frame.

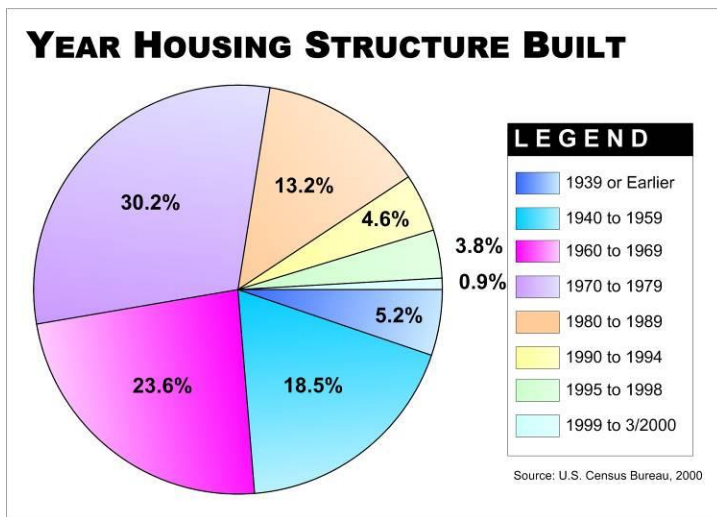
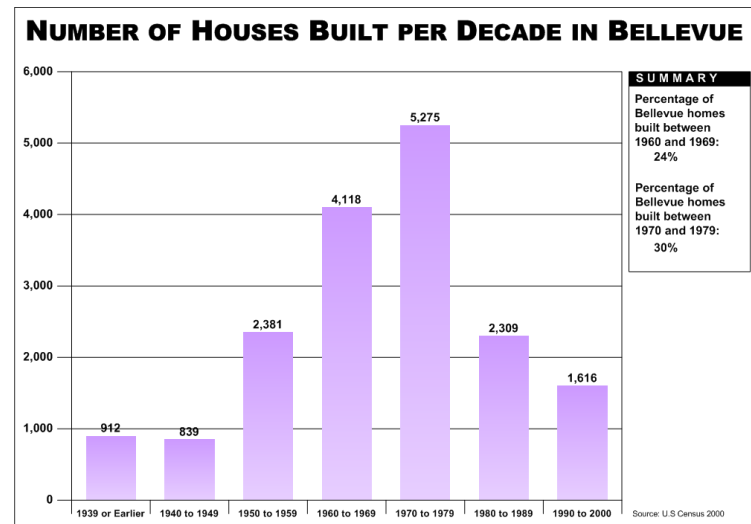


Chart B-1: Year Housing Structure Built

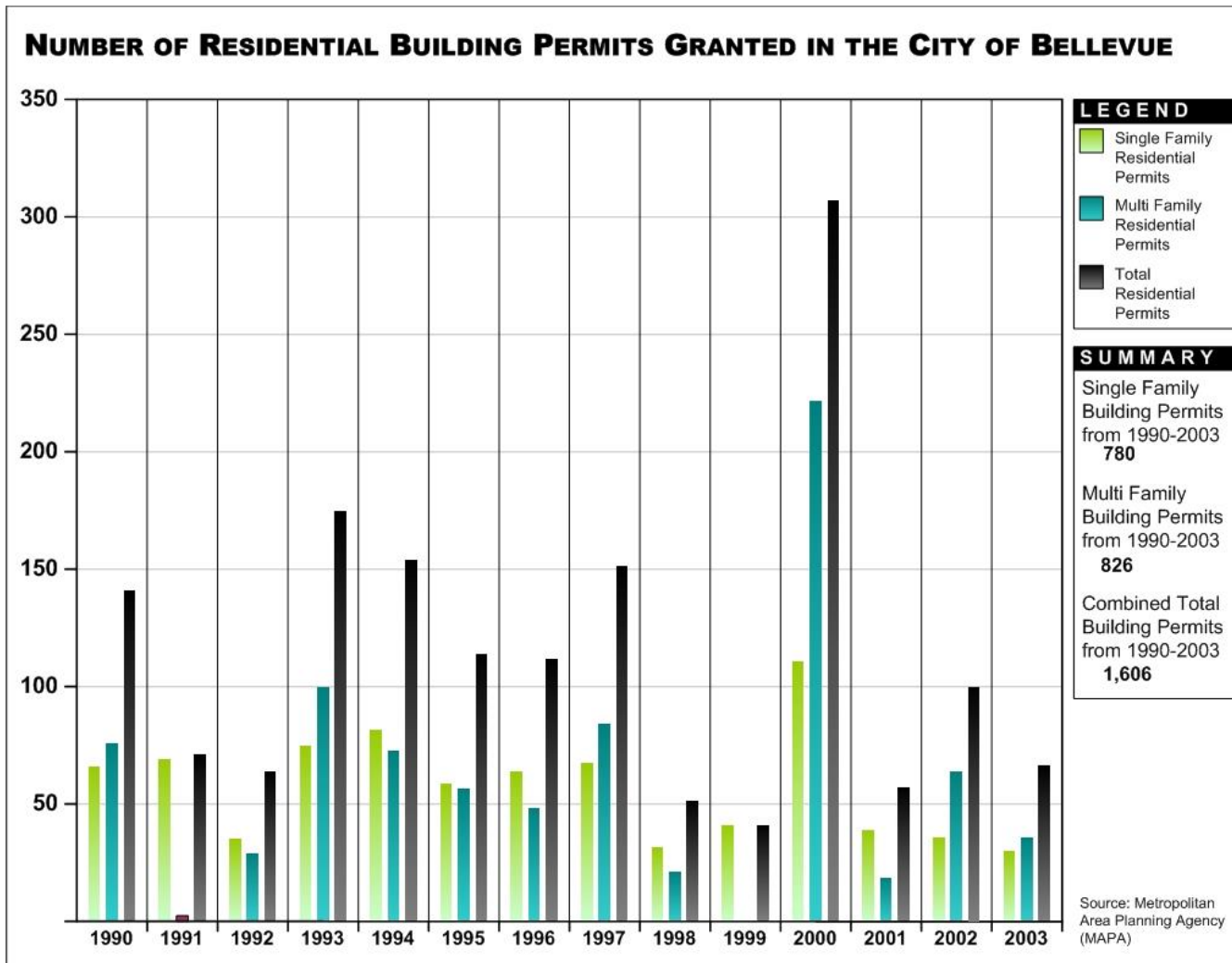


Graph B-13: Number of Houses Built Per Decade

Single-Family Building Permits within City Limits

The City of Bellevue has experienced modest residential housing growth between 1990 and 2003. Graph B-14 details the number of building permits granted in the Bellevue city limits from 1990 to 2003. The graph includes both single-family residential permits and multifamily residential permits. According to MAPA, 780 single-family building permits and 826 multifamily building permits were authorized within the Bellevue city limits between 1990 and 2003, giving a total of 1,606 building permits

The number of building permits authorized within the city limits of Bellevue peaked in 2000, with a combined total of nearly 320 permits. A sharp decline in the total building permits followed in 2001, 2002, and 2003.



Graph B-14: Number of Residential Building Permits Granted in the City of Bellevue

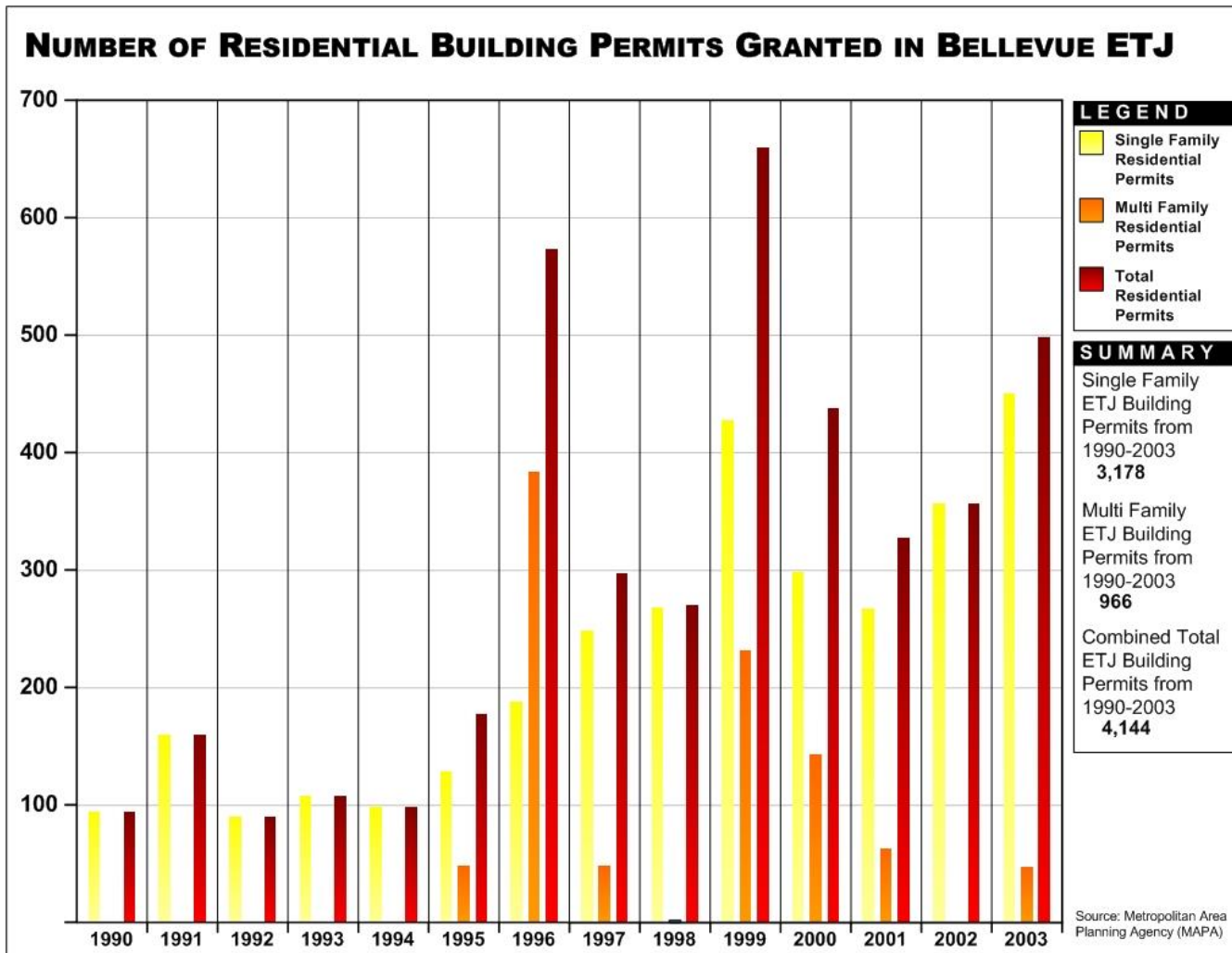
Single-Family Building Permits within ETJ

Growth within Bellevue's ETJ area has occurred at a much higher rate than development within the city limits. Graph B-15 details the number of building permits granted in the Bellevue ETJ area from 1990 to 2003. This graph also displays both single-family and multifamily building permits. According to MAPA, 4,144 total building permits were granted in Bellevue ETJ area between 1990 and 2003.

In comparison, a total of 1,606 building permits were granted within Bellevue's city limits during this same time frame. Residential development is occurring nearly 3 times faster in the ETJ area than in the Bellevue city limits.

Seventy-six percent, or 3,178, of the total building permits granted from 1990 to 2003 were for single-family residential housing in the ETJ area. In comparison, 780 single-family building permits were permitted during this same timeframe within the city limits. Most of Bellevue's single-family residential growth is clearly occurring outside the city limits. Approximately 966 multifamily building permits were granted in the ETJ area between 1990 and 2003 compared with 826 multifamily building permits within the city limits. A similar number of multifamily residential building permits were issued both in the city limits and in the ETJ area between 1990 and 2003.

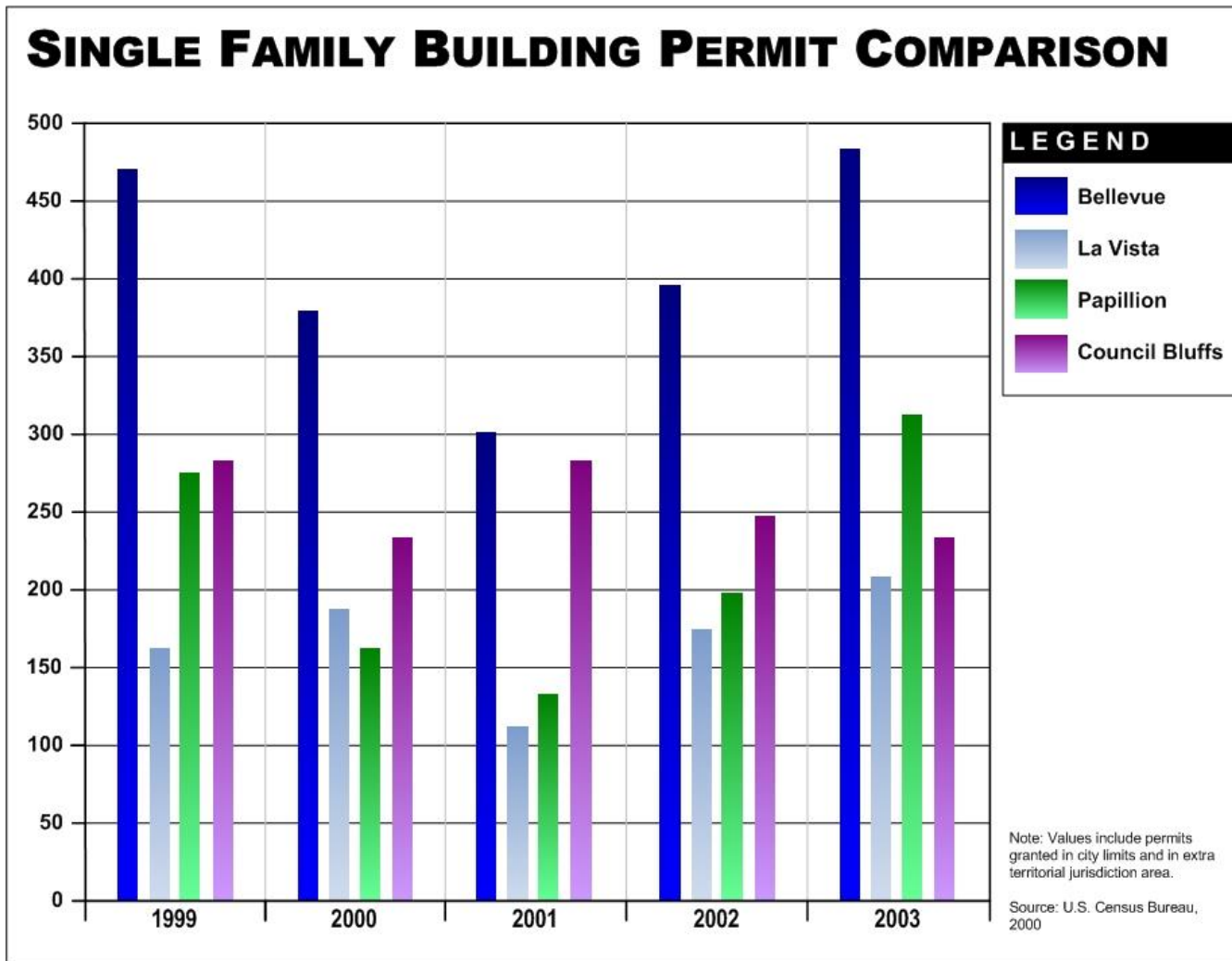
Bellevue's ETJ area saw modest residential permit granting between 1990 and 1995. A peak in the number of building permits issued occurred in 1996. Between 1990 and 2003, the total number of building permits granted peaked in 1999 when 675 single-family and multifamily permits were authorized. Total building permits granted in the ETJ area fell a bit in 2000 and 2001 but rebounded in 2002 and 2003.



Graph B-15: Number of Residential Building Permits Granted in Bellevue ETJ

Single-Family Building Permit Comparison

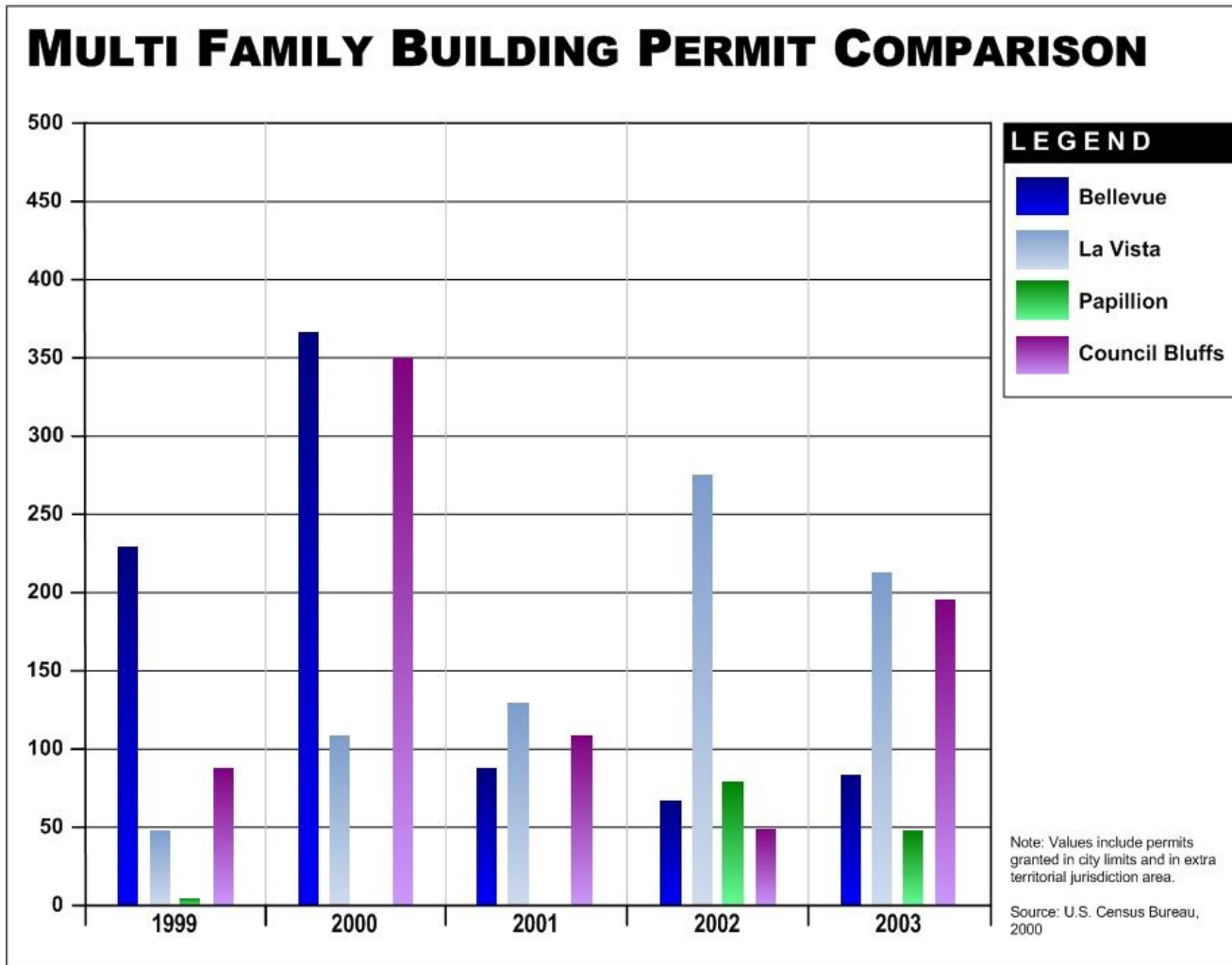
Graph B-16 depicts the total number of single-family building permits granted within Bellevue, La Vista, Papillion, and Council Bluffs between 1999 and 2003. This graph includes permits granted within the city limits and in the ETJ area. Bellevue has consistently granted more single-family building permits than each of the other communities. In 2003, Bellevue issued 480 single-family building permits, La Vista issued 210, Papillion issued 320, and Council Bluffs issued 240. With the exception of Council Bluffs, all other communities—including Bellevue—have seen steady increases in the number of single-family building permits issued since 2001. However, when the growth is measured as a percentage, Papillion's single-family building permits increased by 59 percent from 2002 to 2003, and Bellevue's increased 22 percent. So although Bellevue had more single-family building permits issued in 2003, the rate of change was significantly less than Papillion.



Graph B-16: Single Family Building Permit Comparison

Multifamily Building Permit Comparison

Graph B-17 depicts the total multifamily building permits granted within Bellevue, La Vista, Papillion, and Council Bluffs between 1990 and 2003. This graph includes permits granted within the city limits and in the ETJ area. In 1999, Bellevue granted 225 multifamily building permits and, in 2000, escalated to 360. In 2001 and 2002, the number of permits decreased drastically to 70. In 2003, the number increased slightly to 75. In comparison, La Vista's multifamily building permits increased steadily from 1999 to 2002 before falling slightly in 2003. Perhaps most interesting is Papillion's low number of multifamily building permits. In 1999, Papillion only granted 2 multifamily building permits. In 2000 and 2001, Papillion did not grant any multifamily building permits. Papillion granted 82 multifamily building permits in 2002 and 48 in 2003. Clearly, most residential growth in Papillion is in the form of low density, single-family housing.



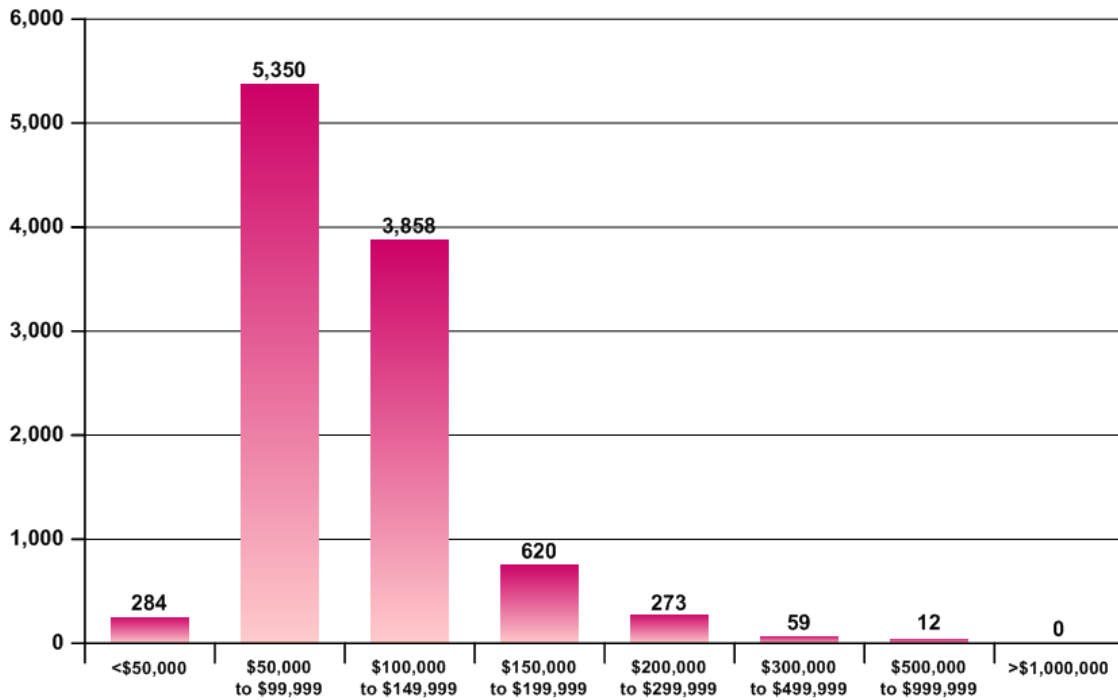
Graph B-17: Multi Family Building Permit Comparison

Value of Housing

Graph B-18 displays the number of Bellevue homes on the basis of value. According to the U.S Census Bureau, the median value of an existing single-family home in Bellevue is \$97,800—one half of Bellevue's homes are worth more than \$97,800 and, one half are worth more than \$97,800. Ninety percent of Bellevue homes are worth less than \$150,000, and only 2.6 percent of Bellevue's housing stock is worth between \$200,000 and \$299,999.

Bellevue has a greater percentage of homes valued at less than \$50,000 (2.7 percent) than homes that are valued between \$200,000 and \$299,999 (2.6 percent). Bellevue contains 12 homes that are worth between \$500,000 and \$999,999 and contains no homes that are worth more than one million dollars.

VALUE OF BELLEVUE HOMES



SUMMARY

The median price of an existing single-family home is \$97,800.

Approximately 90% of Bellevue homes are worth less than \$150,000.

Bellevue contains twelve homes in the \$500,000 to \$999,999 category.

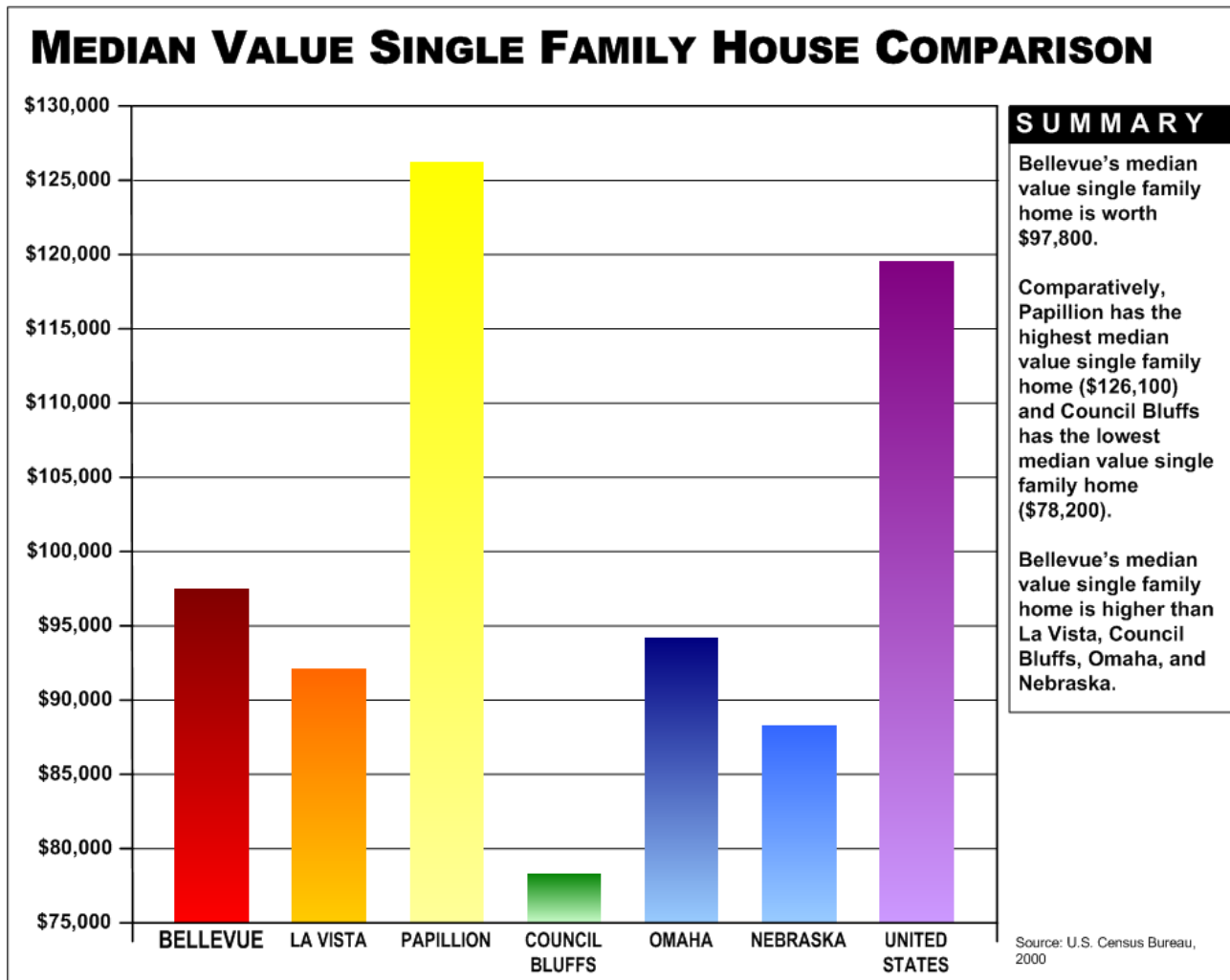
Bellevue contains zero homes worth more than \$1,000,000.

Source: U.S. Census Bureau, 2000

Graph B-18: Value of Bellevue Homes

Value of Single-Family House Comparison

Graph B-19 depicts the median value of a single-family house in Bellevue, La Vista, Papillion, Council Bluffs, Omaha, the state of Nebraska, and the United States. Papillion has the highest median value of a single-family home at \$126,100, and Council Bluffs has the lowest median value of a single-family home at \$78,200. Bellevue's home values are higher than La Vista, Council Bluffs, Omaha, and the Nebraska average.



Graph B-19: Median Value Single Family House Comparison

Affordability of Housing

According to the National Association of Realtors, the HAI (HAI) measures whether or not a typical family can qualify for a mortgage loan for a standard single-family home. A standard home is defined as a median-priced, existing single-family house. The HAI is a useful calculation that compares the necessary qualifying income (income necessary to qualify for a loan for a median-priced home) with the median price of an existing home. A value of 100 indicates that a family who makes the median income has exactly enough income to qualify for a mortgage for an existing median single-family home. Essentially, the higher the HAI value, the more affordable the local housing is in relation to the median income.

Table B-7 identifies and describes Bellevue's HAI value. Higher values indicate that a community's median income has more local housing purchasing power. For example, a value of 120 means that a family earning the median income has 120 percent of the necessary income to qualify for a conventional loan covering 80 percent of the median-priced existing single-family home. The calculation assumes that buyers will provide 20 percent cash as a down payment and that the remaining 80 percent of the home will be financed with a loan.

Bellevue's composite HAI score is 217.81. A family earning the median income has 217 percent of the income necessary to qualify for a conventional loan covering 80 percent of the median-priced existing single-family home. The median-priced single-family home in Bellevue is \$97,800. The qualifying income necessary to qualify for a loan for the median-priced home is only \$24,985.57. This means that a family who earns \$24,985.57 would be able to qualify for a loan for a median-priced existing single-family home.

Bellevue Affordability Index

Qualifying Income

\$24,985.57

Income necessary to qualify for a loan for the median-priced home.

Housing Affordability Index

217.81

The degree to which a typical family can afford the monthly mortgage payments on a typical home.

Interest Rate = 7.0%

Median price of an existing Bellevue single-family home = \$97,800

Median Bellevue family income = \$54,422

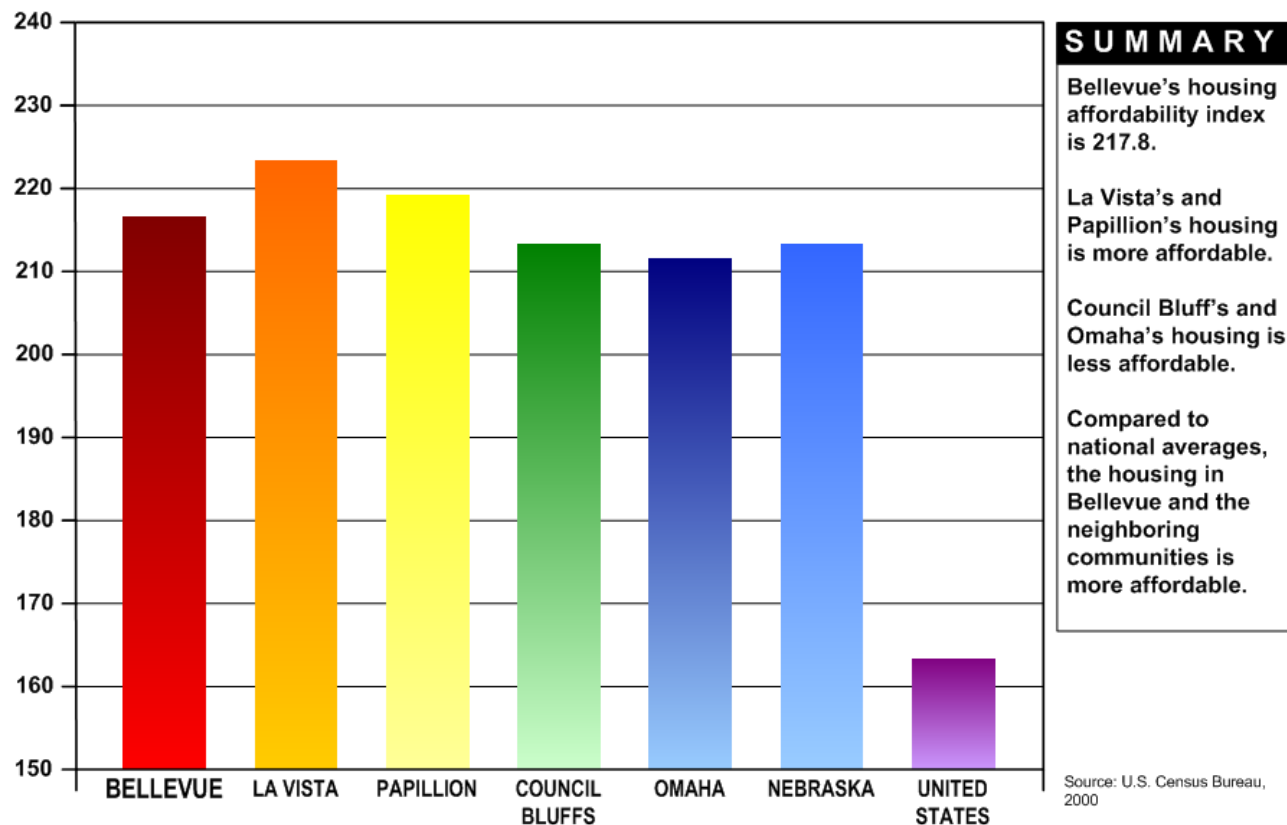
Table B-8: Bellevue Affordability Index

Housing Affordability Index Comparison

Graph B-20 contrasts Bellevue's HAI with other local communities, the state of Nebraska, and the nation. La Vista has the highest HAI in the area at 223, and Omaha has the lowest in the area, with an HAI of 211. La Vista's median income essentially has the most housing purchasing power and Omaha's median income has the least housing purchasing power. Graph B-20 indicates that La Vista and Papillion have more affordable housing in relation to the median income than Bellevue, and Council Bluffs and Omaha have less affordable housing in relation to the median income than Bellevue.

The average HAI composite score for the state of Nebraska is 213, which is slightly less than Bellevue's HAI value of 217. Bellevue's median income has slightly more housing purchasing power than the state average. Bellevue's HAI is significantly higher than the national average of 163. Bellevue's housing is significantly more affordable than national averages.

HOUSING AFFORDABILITY INDEX COMPARISON

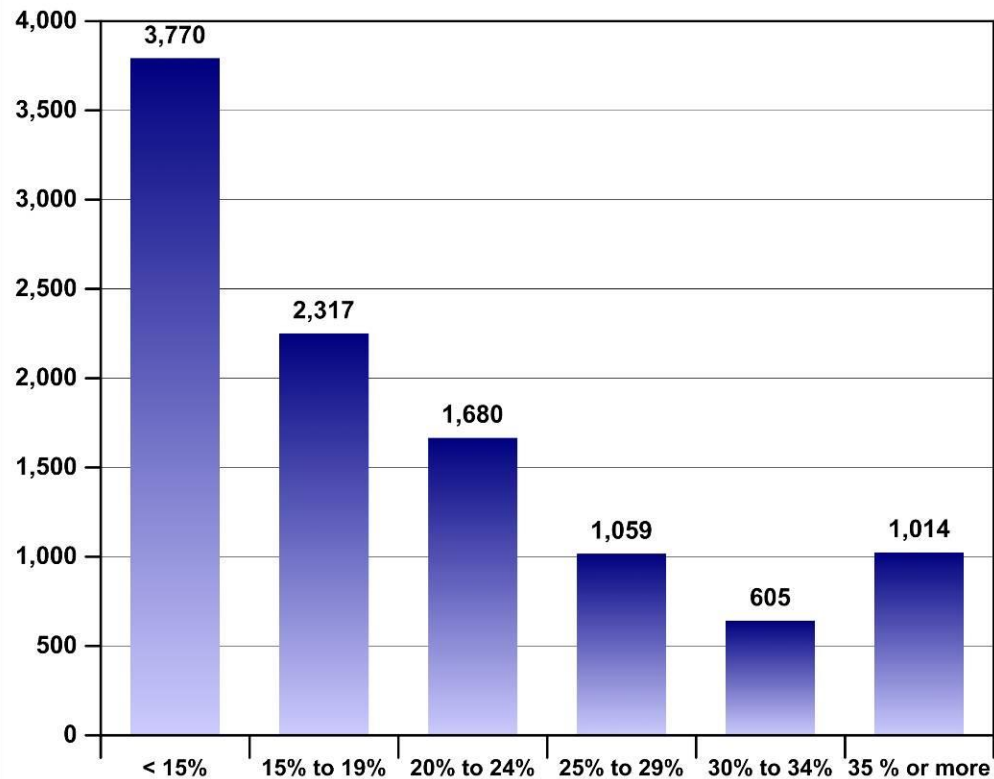


Graph B-20: HAI Comparison

Monthly Owner Costs

Graph B-21 identifies the total monthly costs associated with household ownership, as a percentage of total housing income. The results of this table indicate that most Bellevue residents, 59 percent, spend less than 20 percent of their income on housing costs. Monthly owner costs as a percentage of household income analysis indicates that the housing stock in Bellevue is relatively affordable.

MONTHLY OWNER COSTS AS A PERCENTAGE OF HOUSEHOLD INCOME (1999)



SUMMARY

Nearly 59% of Bellevue home owners spend less than 20% of their income on housing costs.

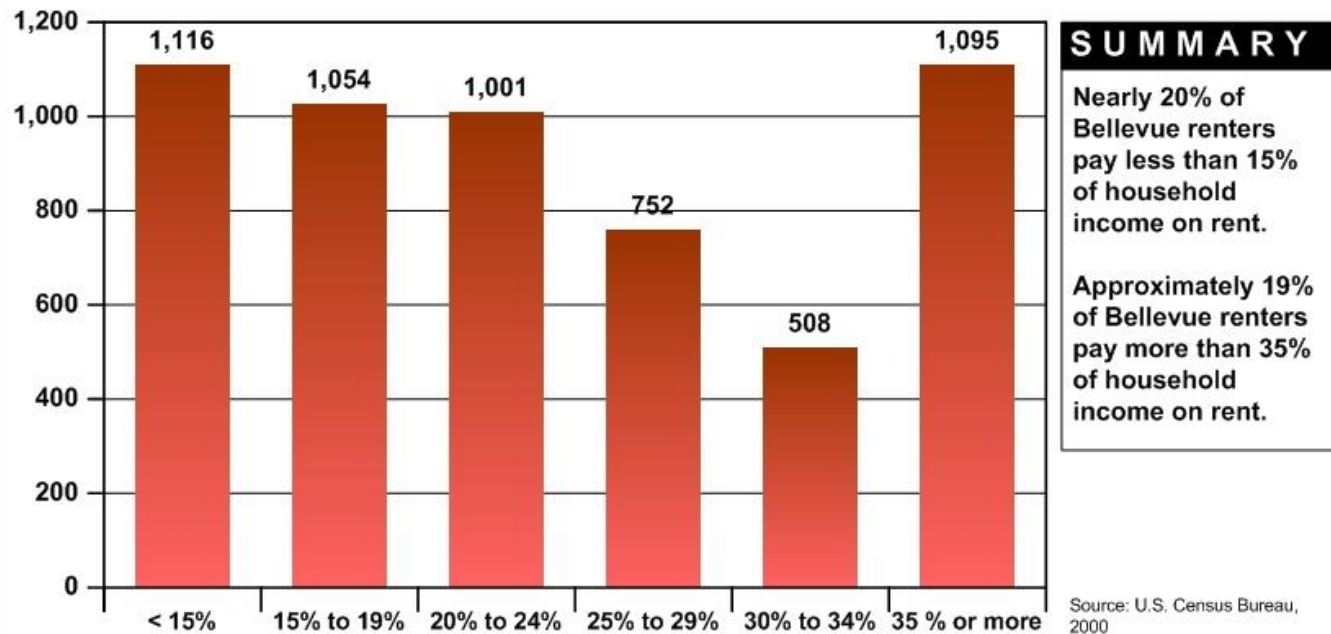
Source: U.S. Census Bureau, 2000

Graph B-21: Monthly Owner Costs as a percentage of Household Income (1999)

Gross Rent Percentage of Household Income

Graph B-22 identifies gross rent as a percentage of household income. The results indicate that of the Bellevue residents who rent, nearly 20 percent pay less than 15 percent of their household income on rent. However, 19 percent of the Bellevue residents who rent spend 35 percent or more of their household income on rent. This disparity indicates that rent values are very low for some Bellevue residents and very high for other residents. Further analysis is required on the amount of affordable housing available within the community.

GROSS RENT AS A PERCENTAGE OF HOUSEHOLD INCOME (1999)

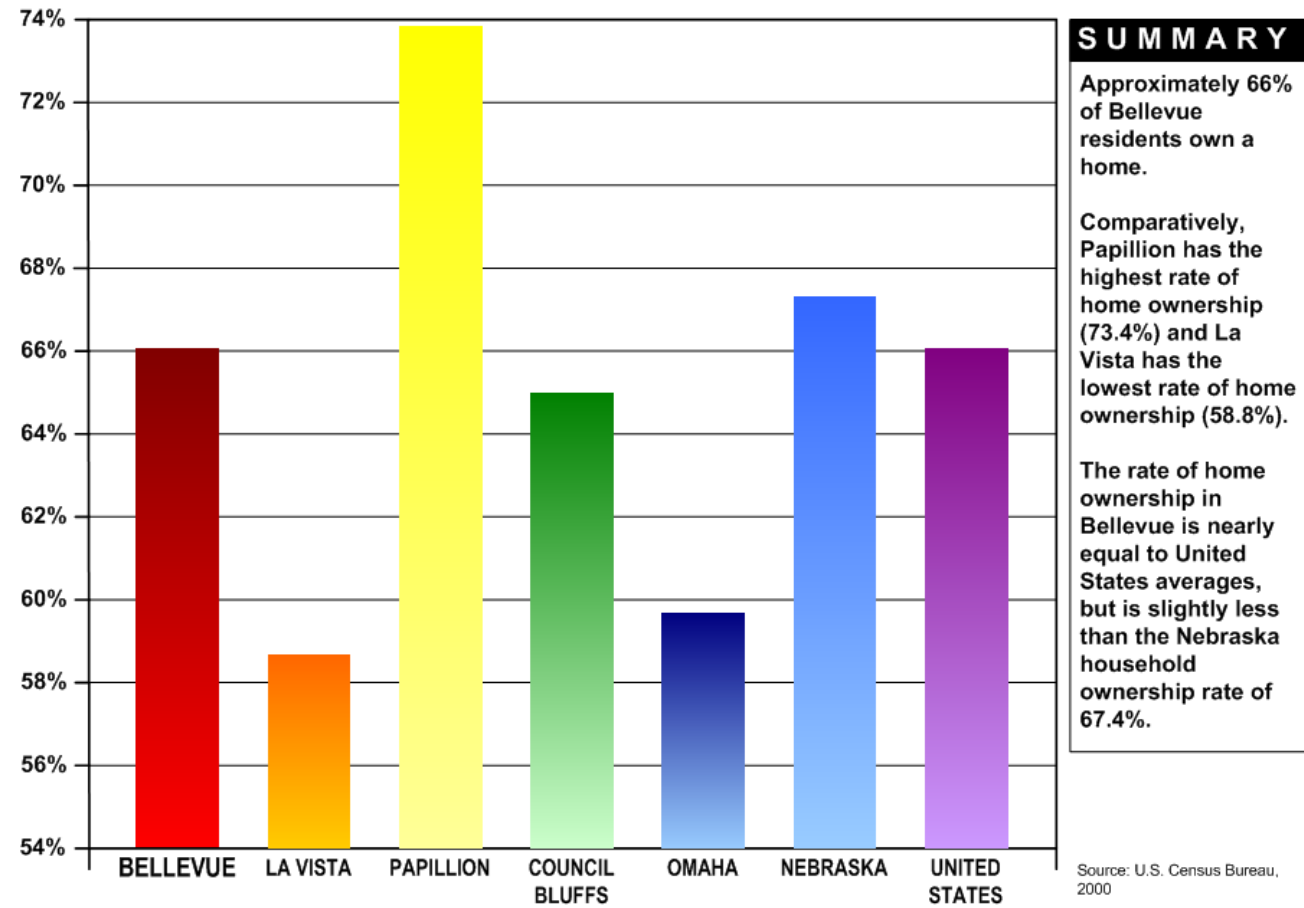


Graph B-22: Gross Rent as a percentage of Household Income (1999)

Housing Tenure

Owner occupancy refers to the percentage of the residents within the community that own their own home. A higher owner occupancy rate indicates that a higher percentage of residents own their own home. Graph B-23 contrasts Bellevue's owner occupancy rate, which is 66 percent, with other area communities. Bellevue's owner occupancy rates are just slightly below state averages and are essentially commensurate with national averages. Bellevue's owner occupancy rate is significantly higher than La Vista, which indicates that a higher percentage of Bellevue residents own their own home. However, Papillion's owner occupancy rate is nearly eight percentage points higher than Bellevue's. Bellevue's owner occupancy rates are higher than both that of Council Bluffs and Omaha.

OWNER OCCUPANCY HOUSING COMPARISON



Graph B-23: Owner Occupancy Housing Comparison

Parks and Recreation

The National Recreation and Park Association's 1996 document entitled *Park, Recreation, Open Space and Greenway Guidelines* has served as a primary reference for defining park guidelines and standards and is used by both park designers and park planners. This document suggests that a community's park system should contain 10 acres of public open space per 1,000 residents. In addition to defining park standards, the document also includes a park classification system. The size of a park strongly affects the types of uses available, the service area, and the site characteristics. Parks are generally categorized into four types.

Mini-Park

A mini-park is typically 1 acre or less and is intended to serve less than a 0.25-mile radius. Mini-parks are designed to include specialized facilities for a specific population group (i.e., senior citizens or children). Mini-parks are typically found near higher density residential developments or near elderly housing centers.

Neighborhood Park

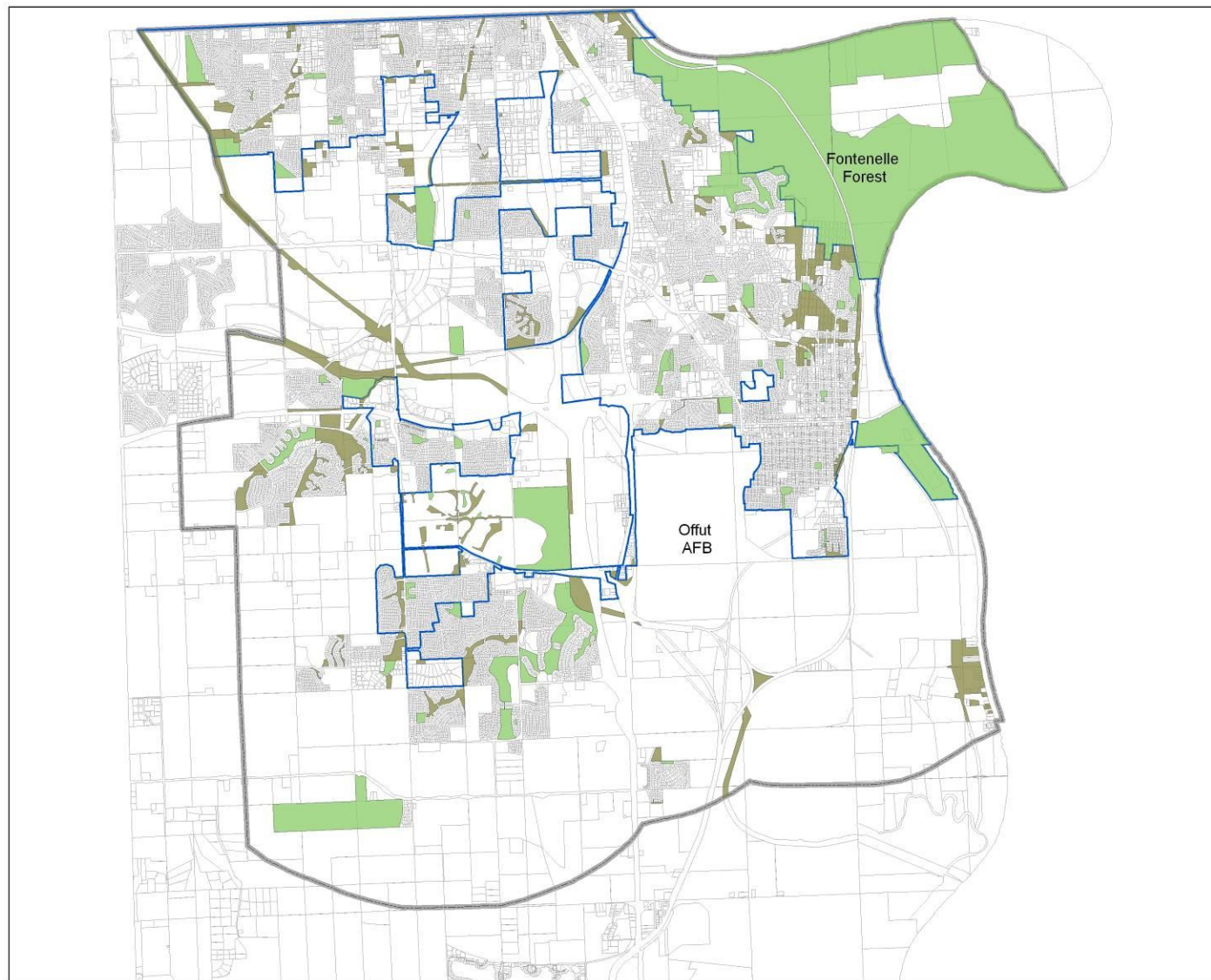
A neighborhood park is typically 15 acres or more and is intended to serve a single neighborhood, a 0.5-mile radius, or a population of approximately 5,000 residents. Neighborhood parks are designed to provide areas for both active recreational activities (i.e., playgrounds and field games) and passive recreational activities (i.e., picnicking and trails for walking). Neighborhood parks should be strategically placed within the center of several neighborhoods so that it is easily accessible to all surrounding residents.

Community Park

A community park is typically 25 acres or more and is intended to serve several neighborhoods or a 1- to 2-mile radius. Community parks are designed to provide a broad range of active and passive recreational activities. Common community park features include ball fields, large swimming pools, playgrounds, walking trails, natural areas, water bodies, and picnicking areas. Community park uses are primarily defined by site suitability and community needs.

Regional Park

A regional park is typically 200 acres or more and is intended to serve several communities. Regional parks are often found along a natural resource and typically support boating, camping, fishing, picnicking, swimming, a variety of trails, and play areas.



Bellevue Comprehensive Plan

Bellevue, Nebraska

Existing Park Land

Legend

- Park
- Open Space
- Bellevue ETJ
- Bellevue City Limit



0 0.3 0.6 1.2 1.8 2.4 Miles

OLSSON
ASSOCIATES

Map B-1: Existing Park Land

Map B-1 displays Bellevue's parks and open spaces. The City of Bellevue contains 34 parks. These parks occupy more than 643 acres of land. Bellevue's park system includes 25 playgrounds that provide safe and enjoyable play areas for children. Bellevue's five pools provide summer heat relief and are a popular destination for families, children, and adults. Bellevue's 16 tennis courts, 23 ball fields, and 8 basketball courts provide a variety of active recreational amenities to Bellevue residents.

Bellevue's comprehensive park system is designed to provide residents of all ages places to play, frolic, relax, and enjoy the natural environment. Parks offer a variety of benefits to the community. Neighborhood public open spaces serve as meeting areas and can help build rapport among community members. Parks, and especially trails, are wonderful venues for physical exercise and activity and can thus contribute to improved public health. Parks and trails also offer economic benefits in the form of increased property valuation. Bellevue's collection of mini-parks, neighborhood parks, community parks, and regional parks contain a broad variety of activities and amenities that are designed to accommodate the recreational needs and desires of all Bellevue residents. The Parks and Recreation section of the Bellevue Comprehensive Plan describes each park, its location, and the amenities and services offered. Further information regarding Bellevue's park system can be found in the Park Master Plan.

HAWORTH PARK – Regional Park

Bellevue's flagship recreational area, Haworth Park, is located on the western bank of the Missouri River. Haworth Park consists of 155 acres and includes a mix of active and passive recreational activities. Haworth Park is Bellevue's only regional park. In addition to serving Bellevue residents, Haworth Park also attracts visitors from La Vista, Papillion, Omaha, Council Bluffs, Plattsmouth, and other area communities. In addition to a marina, Haworth Park also contains camping facilities, a playground, soccer fields, ball fields, picnicking shelters, a tennis court, and an ice rink. The Bellevue Marina, which contains 196 slips, is located within Haworth Park. Haworth Park is expected to expand significantly to the north onto the Kramer facility. The addition will include a lake, several ball fields, an improved baseball complex, a museum, a fishing spot, and will also include scenic vistas of the Missouri River.



Photo B-1: Haworth Park

JEWELL PARK – Specialty Park

Jewell Park, which consists of 65 acres, is located at Main Street and Combs Road. Jewell Park is a unique specialty park that includes a horse arena with bleachers. Jewell Park is poorly labeled and is easy to miss. Jewell Park currently resembles a vacant lot and does not appear to be well used.



Photo B-2: Jewell Park

Park

SWANSON PARK – Community

Swanson Park is located at 3102 Cornhusker Road and contains 53 acres. This community park includes a playground, ball fields, and approximately five miles of off-road mountain bike trails. Swanson Park is Bellevue's second largest park.



Photo B-3: Swanson Park

ASPEN PARK – Community Park

Aspen Park is located in the northwest section of Bellevue, at 48th and Aspen Street. Aspen Park contains approximately 30 acres. This park's primary facilities include a playground and Sun Valley

swimming pool. Additional facilities include ball fields, a sand volleyball court, basketball courts, and a walking trail.

EVERETT PARK – *Community Park*

Everett Park is located at the intersection of Betz Road and Wilshire Drive. This park is approximately 22 acres and contains a broad mix of active recreational activities, including a playground, soccer fields, tennis courts, a jogging trail, and several ball fields.

HASTING BANNER PARK – *Open Space*

Hasting Banner Park is a 20-acre open space located at the intersection of 53rd and Virginia Street. Its amenities include a new playground, soccer fields, baseball fields, and a perimeter walking and biking trail that connects with the Copper Creek Park trail. The parking lot needs water drainage improvements to minimize the possibility of future flooding.

Photo B-4: Aspen Park



Photo B-5: Everett Park



Photo B-6: Hasting Banner Park

COLLEGE HEIGHTS PARK – *Neighborhood Park*

College Heights Park is a park that serves the College Heights neighborhood. This 17-acre park is located on a plateau east of Bluff Street. This park has a playground and includes excellent vistas that overlook the Missouri River basin. Additional park amenities include basketball courts, soccer fields, a picnic shelter, and a walking path that encircles the perimeter of the park. Sidewalks and crosswalks provide pedestrian park visitors with easy access to College Heights Park.



Photo B-7: College Heights Park

McCANN FIELD – *Neighborhood Park*

McCann Field is located at the intersection of Marion Street and Harrington Street and is situated on approximately 14 acres. McCann Field contains a playground, tennis courts, and ball fields. The ball fields are in excellent condition. The parking area can be seen from the major streets that surround the park, but the driveway access is hidden within an adjacent neighborhood.



Photo B-8: Baldwin Field

BALDWIN FIELD – *Neighborhood Park*

Baldwin Field is an active recreational park situated on 12 acres. Baldwin Park is located just south of Ludwig Drive and contains three ball fields, as well as concession stands and restrooms. Baldwin Field is also connected with Bellaire Elementary School.

JERRY GILBERT PARK – *Neighborhood Park*

Jerry Gilbert Park is a 10-acre neighborhood park located at 29th and Jackson Street. The primary recreational features at this park include a swimming pool, a playground, a basketball court, and a bridge. A drainage creek separates the playground area from the pool. Several of the playground apparatuses are covered in vulgar graffiti.



Photo B-9: Jerry Gilbert Park

FAULKLAND HEIGHTS PARK – *Neighborhood Park*

Faulkland Heights Park is located at 8700 South 48th Street. This park is approximately 9 acres and contains a playground, a picnic area and shelter, and a walking trail. Faulkland Heights Park is well shaded and contains numerous mature trees. The park cannot be directly accessed from 48th Street even though it can be seen from the street. Park visitors must weave through the neighborhood before they enter the parking area.



Photo B-10: Faulkland Heights Park

TWIN RIDGE II PARK – *Neighborhood Park*

Twin Ridge II Park is situated on 7 acres and is located west of Bryan Avenue and north of Greensboro Avenue. This smaller neighborhood park contains a playground and open space. Twin Ridge Park is unusually peaceful and tranquil because it is not bordered by roads.



Photo B-11: Twin Ridge II Park

LEAWOOD OAKS II PARK – *Neighborhood Park*

Leawood Oaks II Park is located south of Leawood Drive and east of 36th Street. Leawood Oaks II Park is visible from 36th Street, but a park visitor must weave through the neighborhood to find a place to park. This 5-acre park contains playground equipment, several acres of open space, and a picnic area. Much of Leawood Oaks II Park is covered in shade that is provided by numerous mature trees.



Photo B-12: Leawood Oaks II Park

GILDER PARK – *Neighborhood Park*

Gilder Park is located at 37th Street and Chandler Road. This park is approximately 5 acres and contains playground equipment, a ball field, and several acres of open space. The play equipment in Gilder Park is older and the sand containment area is not well maintained.

GEMINI PARK – *Neighborhood Park*

Gemini Park is situated on approximately 5 acres and is located at 24th and Clay Street. This park contains playground equipment, including two jungle gyms and a swing set. Gemini Park also contains a historic railroad depot and is located adjacent to the Sarpy County Museum. Gemini Park borders Offutt AFB and as a result, one side of the park is lined by a tall chain-link fence rimmed with barbed wire.

GOLDEN HILLS PARK – *Neighborhood Park*

Golden Hills Park is located at the intersection of 35th Street and Golden Boulevard. Parking is only available along adjacent roadways because the park does not have a parking area. This park is approximately 5 acres and contains a playground, a jogging trail, several acres of open space, baseball cages, a basketball court, and a picnic shelter.



Photo B-13: Gilder Park



Photo B-14: Gemini Park



Photo B-15: Golden Hills Park

DOWDING POOL – *Municipal Swimming Pool*

Dowding Pool is located at 1400 Washington Street. This 5-acre activity complex contains both a swimming pool and a playground. The pool is equipped with a slide and a diving board. The pool also includes a shallow wading pool for smaller visitors. The playground equipment is old, and much of it needs updating.

SORENSEN POOL – *Municipal Swimming Pool*

~~Sorensen Pool is situated on approximately 5 acres and is located at 2602 Sidney Street. This park includes a swimming pool, playground equipment, two tennis courts, and several acres of open space. This park is easy to access via Bellevue Boulevard. Some of the playground equipment is showing age, but otherwise the park is in good condition.~~

CASCIO POOL – *Municipal Swimming Pool*

Cascio Pool is located at 1500 Lawrence Lane. Lawrence Lane can be found east of Fort Crook Road and north of Harvell Drive. Cascio Pool sits on 4 acres. In addition to the pool, this park contains playground equipment. The pool is recessed from the street, so passing cars are not able to see it without entering the parking lot. This isolation is both an asset and a liability. The isolation provides swimmers and sun bathers with additional privacy. However, the secluded nature of the pool can also make it difficult to find.

GOLDENROD PARK – *Neighborhood Park*

Goldenrod Park covers approximately 5 acres. This neighborhood park contains playground equipment and tennis courts and is located at 8207 South 42nd Street in Bellevue.



Photo B-17: Cascio Pool



Photo B-18: Goldenrod Park

HEBER PARK – *Neighborhood Park*

Heber Park is located at the intersection of Englewood Drive and Garden Drive, just north of Highway 370 and east of Fort Crook Road, nestled within a residential housing development. This 4-acre neighborhood park contains playground equipment, and a picnic shelter.

SOUTHWOODS PARK – *Neighborhood Park*

Southwoods Park is a neighborhood park situated on approximately 4 acres. Southwoods Park is located at the intersection of Nebraska Drive and Columbus Avenue, near Southroads Mall. This park contains playground equipment. Much of this equipment is new. The concrete curbing sand retention technique is very effective and should be used as a model for other Bellevue parks.

SOUTHERN OAKS PARK – *Neighborhood Park*

Southern Oaks Park is situated on 4 acres and is located at the intersection of Duane Avenue and Golden Boulevard. This neighborhood park contains playground equipment and open space. Southern Oaks Park is one of Bellevue's more recent parks in the predominately residential southwest district. Parking is provided on street. A series of sidewalks are used to join Southern Oaks Park's activities and amenities. This park contains few trees.



Photo B-19: Heber Park



Photo B-20: Southwoods Park



Photo B-21: Southern Oaks Park

RUSS THOMPSON PARK – *Neighborhood Park*

Russ Thompson Park is located at the intersection of East 27th Street and South Franklin Street, just south of West Mission Avenue and Olde Towne. This 2-acre neighborhood park includes playground equipment and two tennis courts. The adjacent lower traffic volume streets provide visitors with easy access to the play areas and the picnic areas. Older trees provide excellent shade for park visitors.



Photo B-22: Russ Thompson Park

GLENMORRIE PARK – *Neighborhood Park*

Glenmorrie Park is situated on 2 acres and is located at the intersection of South 50th Avenue and Edinburgh Street. Glenmorrie Park does not have street access. Paths, between private residences, lead park visitors from the street to the park area. This neighborhood park contains open space and playground equipment.



Photo B-23: Glenmorrie Park

WASHINGTON PARK – *Neighborhood Park*

Washington Park is located at the intersection of East 20th Street and Franklin Street. This smaller neighborhood park contains a variety of playground equipment. A central gazebo is an ideal location for small group gatherings. Washington Park also includes a variety of historical markers that pay tribute to Bellevue's early history.



Photo B-24: Washington Park

NORTH FIELD PARK – *Neighborhood Park*

North Field occupies almost 2 acres and is located at the intersection of Bluff Street and Rushton Avenue. This small active recreational park contains ball fields. North Field Park's only detriment is limited parking.

FREEMAN PARK – *Mini-Park*

Freeman Park is a small mini-park that occupies 1.37 acres, located at the intersection of Durand Drive and Lemay Drive. Freeman Park is minimally equipped and includes a jungle gym and a merry-go-round. A sidewalk meanders through the park, which provides students with a safe route from Lincoln Road. This park does not have many attractions, so it appears to be used more as a transitional space between the high school and the adjacent neighborhoods.

MASON PARK – *Mini-Park*

Mason Park is located at the intersection of Harvell Drive and Logan Avenue. This mini-park occupies 1.35 acres and contains playground equipment.



Photo B-25: North Field Park



Photo B-26: Freeman Park



Photo B-27: Mason Park

COPPER CREEK PARK—*Mini-Park*

Copper Creek is a small mini-park that occupies less than 1 acre of land in northwest Bellevue at 5021 Copper Creek Road. Copper Creek Park contains a play area, which includes a new jungle gym. Copper Creek Park also contains a perimeter walking trail, which travel through undeveloped areas that connect with Hastings Banner Park. Despite the lack of signage, this park is heavily used. Copper Creek Park is easily accessible to children and is located on a relatively calm street.



Photo B-28: Copper Creek Park

Public Facilities

City Hall—210 West Mission Avenue **1500-1510 Wall Street**

~~The Bellevue City Hall was originally built in 1945 of block and steel. This facility was renovated in 1962, 1967, and 1977. It is approximately 90 percent compliant with the American with Disabilities Act (ADA) and includes a ramp, handicap-accessible doors and restrooms, and an elevator. This 12,480-square-foot building is home to city government and administration, and the offices of the clerk, finance and purchasing, public works, and planning and permits. Located in Olde Towne, on the extreme eastern border of Bellevue, City Hall is accessible but inconvenient. The building is severely undersized for the services that it offers. It is functioning beyond capacity and is in need of future upgrades and modifications that will expand the amount of usable space.~~

Bellevue City Hall was recently moved from the Olde Towne corridor. City Hall currently occupies two buildings, and is more convenient for citizens to access. The newly renovated buildings have ample space for future growth. The buildings are serviced with modern amenities and technology.

City Hall Annex—204 West Mission Avenue

~~The City of Bellevue owns the building that is located immediately east of City Hall. This building was constructed in 1960 of block and wood and includes 8,664 square feet. Several city office departments are located within the Annex, including city personnel offices, cable television, code enforcement, and phone and cable support. The City also rents portions of the building to private businesses.~~

Police Station—2207 Washington Street

The Bellevue Police Station is located on the west end of City Hall, in the heart of Olde Towne. This section of City Hall was added in 1979. The biggest advantage of the location of the police station is the proximity to other key management teams. The biggest disadvantage is the relative isolation of Olde Towne, which can negatively affect police response times. The Bellevue Police Department is located at 1510 Wall Street, and is part of the newly created city hall campus at this location. This recently renovated building affords the department ample room for current operations, as well as future growth.

The Bellevue Police Department employees 98 sworn officers and 20 civilians.

The Bellevue Police Department employs 85 officers and 25 civilians. The City Hall annexation in 1979 was funded by a law enforcement grant. Because City Hall expansion funds were obtained via a police expansion grant, the Police Department expected to occupy both the first floor and the second floor of the new wing. However, Public Works now resides on the second floor, confining the police force to the first floor. The police force has grown significantly as the population has grown. As a result, the office is terribly overcrowded, which creates safety concerns. Safety concerns stemming from the overcrowding include property and evidence (which can include guns, drugs, etc.) that is stored in an unventilated area, the garage is attached to the building and thus fumes and exhaust can easily enter doorways, and the K-9 unit kennels are housed in a hallway.

The Police Department operates approximately 60 squad cars as well as several motorcycles, bikes, and a mobile command center. The garage is not large enough to house all the vehicles, so many of the cars are stored at the officer's homes. The location of the current facility creates additional concerns. Large trees on Mission Avenue could pose problems with the overhead power lines in inclement weather and lead to electrical power loss. The main police facility is designated as a Nuclear Fallout Disaster Command Center. However, the building is already overcrowded and would not be able to accommodate additional occupants.

Future modifications to the existing location are needed but are not planned. The department may be relocating to a site at the intersection of Fort Crook Road and Cornhusker Road, but the plans have not been finalized. As a result, any possible future upgrades or improvements have been put on hold.

Police Department Investigations and Records—102 West Mission Street

~~Space constraints within the police station at City Hall prompted the police department to find additional building space for its Criminal Investigations and Records Bureau departments. The building was constructed of block and wood in 1950. The 8,780-square-foot building was previously used as a grocery store and a bank before the city purchased and remodeled it in 1996.~~

Fire Station

~~The Bellevue Volunteer Fire Department has 147 firefighters and 5 paid staff employees~~ 164 members, to include 40 paramedics. ~~The Bellevue Fire Department has not experienced any difficulty recruiting and retaining sufficient volunteers to staff its fire stations. The department is funded through the city budget. The City owns all the vehicles and equipment. The fire department budget is used exclusively for maintenance purposes. The fire department made its last vehicle purchase in 1992. The funds for this purchase were obtained from a public city bond initiative.~~

~~The fire department has a close relationship with the Bellevue Police Department. The two teams work closely together and often respond jointly to distress calls. The department receives over 4,000 calls each year, and the average response time is 6 minutes. Each emergency receives service from two of the four fire stations within the city to avoid road blocks, traffic, railroads, and other conflicts and to help minimize response times.~~

The Bellevue Fire Department has four district stations, which are strategically placed throughout the community. A fifth station will likely be required at some point in the future to accommodate an increased population. The Bellevue Fire Department also operates a fire-training site. This facility is used to train all the volunteer firefighters and emergency medical technicians. The Bellevue Fire Department has also partnered with Metro Community College and now offers basic CPR courses for college credit.

District 1 Station—211 22nd Avenue

The Bellevue Fire Department headquarters are located in the District 1 station. The original building was constructed in 1967, and an addition was completed in 1994. The building occupies just over 15,500 square feet and is in good condition. There are six bays for 13 emergency vehicles. The engines include an aerial, a tanker, and a pumper. ~~The District 1 station operates two rescue vehicles, a weed truck, and utility and support vehicles and four additional employee vehicles and is staffed by four paid employees (two secretaries and two arson investigators) and 32 volunteer firefighters. Enhancements that are expected to occur in the short term include general cosmetic maintenance items. This station currently needs additional office space, which would ideally be located in a new second-story addition. In addition to more office space, this station hopes to add sleeping quarters at some point in the future.~~



Photo B-34: District 1 Station



Photo B-35: District 2 Station

District 2 Station—2010 Fairview Street

The District 2 station was built in the late 1950s of pre-cast concrete block and encompasses 10,096 square feet. The station was remodeled in 1976, but it is beginning to show its age and is in need of cosmetic updates. This station has six bays and operates seven vehicles. The vehicles include a weed truck, a utility vehicle, two rescue vehicles, two pumpers, and one aerial engine. ~~The District 2 station offers fire and rescue support services and is staffed by 38 volunteer firefighters.~~ The grounds include an additional metal building, which is located directly east of the main station. This facility includes three bays and functions primarily as a storage facility for older fire-and-rescue units.



Photo B-36: District 2 Station

District 3 Station—9400 36th Street

The District 3 station was originally built by the Omaha Public Power District in 1925. The facility is constructed of poured, reinforced concrete. It is currently leased to the Bellevue Fire Department for \$1 per year. The main structure is old and is in need of basic cosmetic updates. The building's heating and air-conditioning units were recently upgraded. This station operates six vehicles, which include an aerial engine, a weed truck, two pumper engines, and two rescue vehicles. The District 3 station is staffed by 32 volunteer firefighters. Possible future upgrades to the station include the addition of sleeping quarters, as well as modern restroom and shower facilities.



Photo B-37: District 3 Station

District 4 Station—13501 South 25th Street

The District 4 station, which primarily serves southwestern Bellevue, was built in 1996. The building's primary construction materials include concrete block and steel. This station was originally built by the Rural Sarpy County Fire Protection, but it is now leased to the Bellevue Fire Department for \$1 per year. The District 4 station encompasses 11,600 square feet and is in excellent condition. This facility includes three bays that accommodate six vehicles, including two rescue units, two pumper engines, a weed truck, and an aerial engine. Forty-five firefighters offer fire and rescue services. Future population growth in southwest Bellevue might necessitate the addition of two extra storage bays onto the District 4 station.



Photo B-38: District 4 Station

Fire Training Facility—3100 Cornhusker Road

The Fire Training Facility, which was constructed between 1999 and 2001, is the site for all Bellevue firefighter training. The facility includes both a burn tower and a large metal building that houses three classrooms. The largest classroom can seat up to 250 people. The burn tower and metal building reside on 20 acres. The condition of both facilities is excellent. Both facilities are state of the art and attract and train firefighters from other area municipalities. The Bellevue Fire Training Facility recently formed a coalition with Metro Community College and now offers basic CPR and other courses for college credit.



Photo B-39: Fire Training Facility

Reed Community Center—1200 Lord Boulevard

The Reed Community Center was built in 1956 and is ADA compliant. The community center is a wood-frame building that is approximately 9,600 square feet. It houses the recreation office and offers tap and ballet classes. A meeting space can be rented for receptions and gatherings. Everything in the building, including the flooring, lighting, décor, and wall treatments are original. The building is dated and needs renovations and upgrades.



Photo B-40: Fire Training Facility



Photo B-41: Reed Community Center

Municipal Swimming Pools

Most of Bellevue's public municipal pools have a traditional L-shaped design. Bellevue's most recent pool was constructed in 1984. All pools include low diving boards and small slides. Although the condition of most of the pools is good, they lack many activities and amenities typically found in newer water parks.

Sun Valley Pool—52nd and Aspen Street

This pool was constructed in 1980 and has an “L”-shaped design. The pool is located in a 30-acre park. The bathrooms and locker rooms have recently been remodeled.

Jerry Gilbert Pool—29th and Jackson Street

The Jerry Gilbert Pool is a 25-meter pool and is located on 5 acres of parkland. This facility was constructed in 1980 and is ADA compliant. **underwent a \$2.1 million renovation in 2018. The facility consists of a zero-depth pool, water slides, and many water features.**

Sorensen Pool—10th and Sidney Street

Sorensen Pool was constructed in 1978 and is ADA compliant. The pool is 25 meters long and is located within a 5-acre park.



Photo B-42: Sun Valley Pool



Photo B-43: Jerry Gilbert Pool

Dowding Pool—14th and Washington Street

Dowding Pool was constructed in 1956. It is Bellevue's oldest municipal swimming facility. The pool facility is concrete block and is ADA compliant. The pool is 25 meters and is located within a 2-acre park.

Cascio Pool—1500 Lawrence Lane

This "L"-shaped pool was built in 1976. The pool facility consists of concrete block and is located on 4 acres of parkland. **Cascio Pool underwent a \$2.5 million renovation in 2018. Cascio Pool is now a zero-depth pool with water slides and multiple water features.**

Bellevue Public Library—1003 Lincoln Road (at Harvell)

The Bellevue Public Library was built in 1975. The primary construction materials are block and steel. The library has a rock exterior façade, which is similar to City Hall. The building is beginning to show its age and needs basic repairs. The roof reportedly leaks and is expected to be replaced. The rock facade includes prominent rust stains, which are unappealing and unattractive. Additional sound dampening in the atrium area would greatly reduce echoing effects throughout the entire facility.

Bellevue's only library is located in eastern Bellevue, away from much of the recent residential growth. As a result, the location is convenient for many, but not all. In the summer months, many of the library visitors arrive by car. Children are more likely to walk or bike to the library during the school year.

The Bellevue Public Library offers a broad array of services, including books, audiovisual materials and equipment, children's and adult programming, a strong reference collection, and meeting areas for nonprofit groups. The library receives between 320,000 and 350,000 visitors per year, with the summer months being the busiest. The Bellevue Public Library offers outreach services that include home delivery for citizens who are unable to travel to the library.



Photo B-46: Dowding Pool



Photo B-47: Cascio Pool



Photo B-48: Bellevue Public Library

In addition to general library services, the library includes six computer terminals with public access to the Internet. These computers do not contain any content-filtering software. The demand for Internet access far exceeds the supply of terminals. The library expects to place additional computer terminals in the quiet study room. The additional terminals will be nice, but the discontinuation of the quiet study room is unfortunate. Additional future library upgrades include an updated catalog that could be accessed from home via the Internet.

The library needs to increase its size so it can expand its services to meet the needs of a growing community. A recent library study revealed that a building addition to the library is not feasible. The same study recommended a site for a second library, near 36th Street and Anderson Grove Elementary. A second library would house an administrative office, which would free up space at the original library to create additional meeting areas. The original library could also incorporate more friendly shelving for senior citizens. Currently, some senior citizens find it difficult to reach books on the upper and lower shelves. However, it is unlikely that plans for a second library will be completed within the next 10 years.

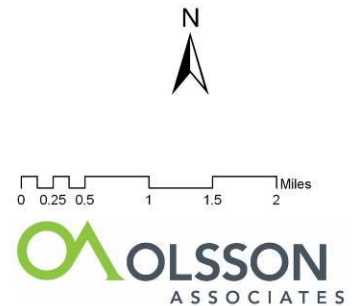
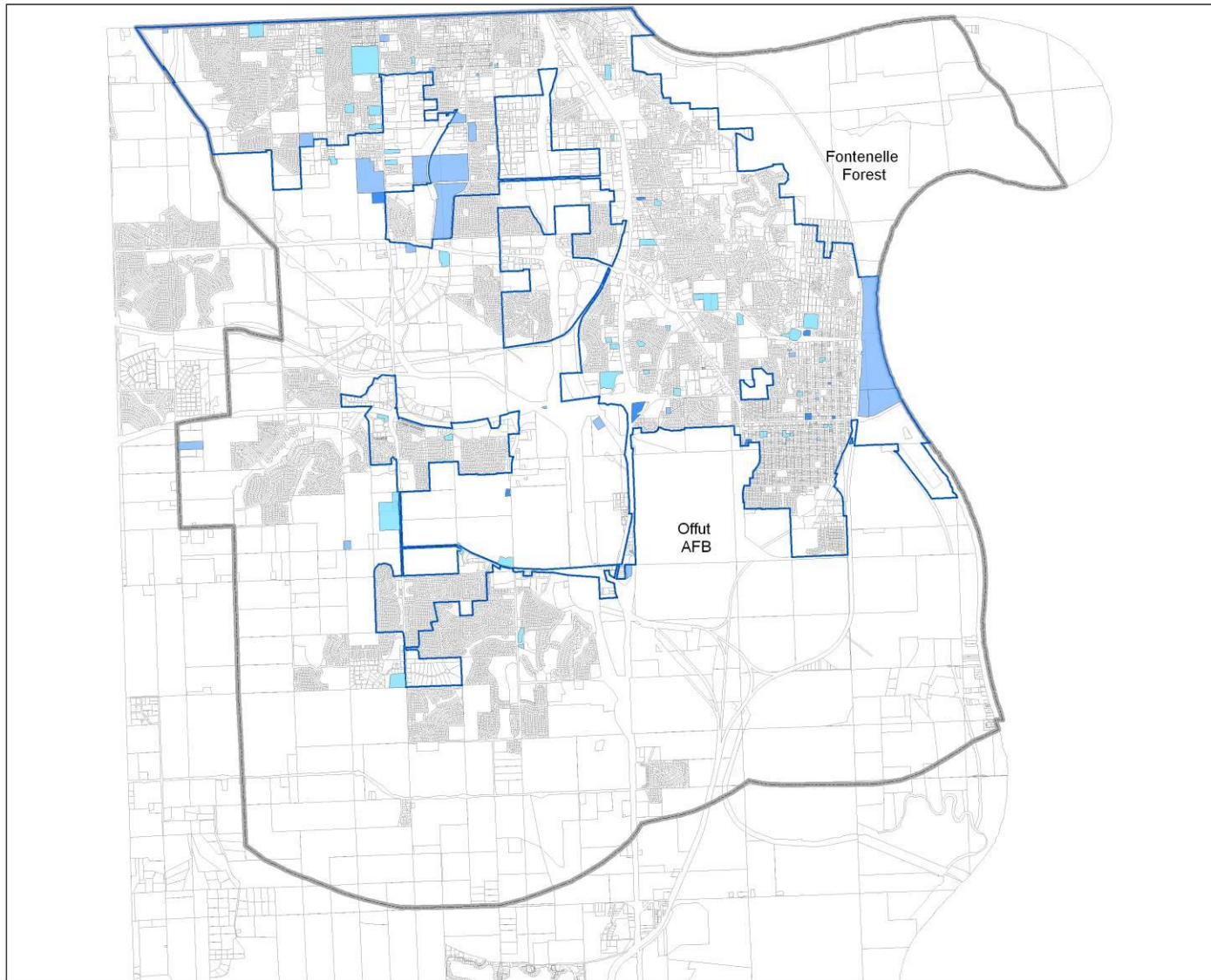
Bellevue Comprehensive Plan

Bellevue, Nebraska

Existing Public Facilities

Legend

- Public
- Quasi-Public
- Utilities
- Bellevue ETJ
- Bellevue City Limit



OLSSON
ASSOCIATES

Map B-2: Existing Public Facilities

Public-Works Facilities

Street Department—206 Industrial Drive

The office for the Street Department is inside the Parks Department building. The office is approximately 28 feet by 16 feet. The building does have a ramp for wheelchair access, but the restrooms do not meet ADA standards. The street department currently employs 29 full-time employees and adds 2 part-time workers during the summer months. In the winter months, the Street Department employs Parks Department workers to assist with snow removal duties. The Street Department has three garage and storage facilities:

Southwest Shop—12805 South 9th Street

This facility was built in 1999 and is in great condition. It is ADA compliant and does not need modifications or updates. This 75-foot by 120-foot building is used as a garage. A salt dome is also on site.

South Street Shop and Yard—29th Avenue and Hancock Street

The oldest of the shop facilities, this building was constructed in 1959 and upgraded in 1974 and 1982. The building is worn, but it is ADA compliant. This 50-foot by 225-foot metal building is used for equipment storage and fabrication.

North Street Shop and Yard—8252 Cedar Island Road

This 75-foot by 150-foot metal building was constructed in the 1960s. The condition of the facility is good and does not need any updates or modifications. This facility is ADA compliant.



Photo B-49: Street Department



Photo B-50: Southwest Shop



Photo B-51: South Street Shop and Yard



Photo B-52: North Street Shop and Yard

Fleet Maintenance—2102 Betz Road

The fleet maintenance building was built in 2000 and is constructed of metal and block. The facility is 18,220 square feet and is in great condition.



Photo B-53: Fleet Maintenance

Sanitary Sewer System

There are 251 miles of sewer lines within the City of Bellevue. Some areas within the City cannot have sewer services without constructing new lines, interceptors, and lift stations. Bellevue's sanitary sewer system includes four sewer interceptor areas.

25th Street—Child's Road to south of Cornhusker (ties into Mud Creek Interceptor)

This interceptor has 10-inch to 15-inch lines and has a current flow of 0.24 million gallons per day, with a current capacity of 2.3 million gallons per day. This interceptor can accommodate significant future growth.

Mud Creek—Avery Road to Omaha Interceptor (off 25th Street south of Willow Springs)

This interceptor has 21-inch to 36-inch lines and has a current flow of 0.65 million gallons per day, with a current capacity of 5 or 6 million gallons per day. This interceptor can accommodate significant future growth.

Chandler – Pleasant Drive to Cornhusker Road

This interceptor has 21-inch lines and a current flow of 0.168 million gallons per day, with a current capacity of 2 to 3 million gallons per day. This interceptor can accommodate significant future growth.

LaPlatte – East of Highway 75 south and north of Fairview Road

This interceptor has 10-inch to 36-inch lines and a current flow of 0.184 million gallons per day, with a current capacity of 5 million gallons per day. This interceptor can accommodate significant future growth.

Waterwater Treatment Plant—1002 East Mission Avenue

This facility was constructed in 1978 and is in good condition. The current usage of this plant is 1 million gallons per day, which is well under its capacity of 2.5 million gallons per day. This facility will be taken out of service in 2010; all sewage will then be treated at the City of Omaha's wastewater treatment plant on the Papio Creek. Bellevue contains 17 sewer lift stations located throughout the city.

South Lift Station—Industrial Road

This lift is in good condition and has a capacity of 1,300 gallons per minute.

Fort Crook—12228 Fort Crook Road South

This lift is in good condition and has a capacity of 300 gallons per minute.

Fleet Maintenance—2012 Betz Road

This lift is in good condition and has a capacity of 60 gallons per minute.

25th and Highway 370—11611 South 25th Street

This lift is in good condition and has a capacity of 700 gallons per minute.

Fontenelle Hills—416 ½ Greenbriar Court

This lift is in good condition and has a capacity of 650 gallons per minute.

25th and Harrison Street—2501 Harrison Street

This lift is in good condition and has a capacity of 700 gallons per minute.

Haworth South—2405 River Road

This lift is in good condition and has a capacity of 300 gallons per minute.

Haworth North—Haworth Park

This lift is in good condition and has a capacity of 200 gallons per minute.

16th and Bluff—1601 Bluff Street

This lift is in good condition and has a capacity of 1,400 gallons per minute.

48th Street—8515 South 48th Street

This lift is in good condition and has a capacity of 800 gallons per minute.

Whispering Timbers—1505 East Childs Road

This lift is in good condition and has a capacity of 600 gallons per minute.

Leawood Oaks—12425 South 36th Street

This lift is in good condition and has a capacity of 200 gallons per minute.

SID 20—8214 South 30th Avenue

This lift is in good condition and has a capacity of 500 gallons per minute.

51st and Bernadette—5120 ½ Bernadette Avenue

This lift is in good condition and has a capacity of 200 gallons per minute.

18th and Chandle—7601 South 18th Street

This lift is in excellent (new) condition and has a capacity of 430 gallons per minute.

District #3— District 3 Fire Station

This lift is in good condition and has a capacity of 160 gallons per minute.

Utilities

Power Supply

Bellevue does not have a power plant. The City is served by the Omaha Public Power District.

Water Supply

Bellevue has good quality water, but they do not have their own water system, water tower, or water treatment facility. The City is served by the Metropolitan Utilities District.

Appendix C: Community Character

A community character assessment was completed to formulate a better understanding of the existing conditions of the City of Bellevue. Districts throughout the city were identified according to similar settings, qualities, and locations during a preliminary review.

The boundaries of some district were precise, defined by a street or a roadway, such as the John F. Kennedy Expressway. Other places, the boundaries were more fluid and less structured.

After the district boundaries were identified, a formal assessment was completed for each district. Each assessment identified and evaluated various characteristics.

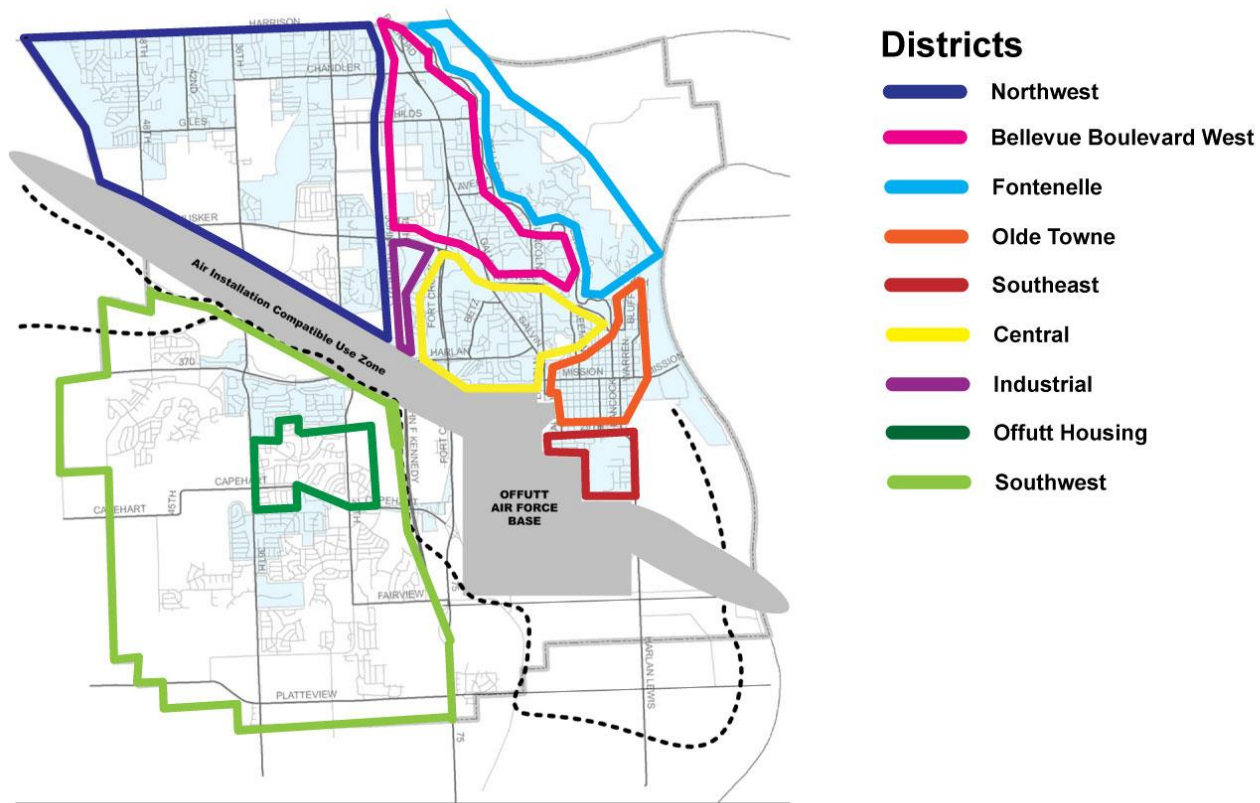
The streets and roadways were the first characteristic evaluated. Qualities included street pattern, width, condition, and speed limit. Building setbacks, sidewalks, and streetscapes were also evaluated within this category.

The second district characteristic that was assessed was housing. The age, condition, density, and diversity of income level and housing style were evaluated.

The third assessed characteristic was the use and function of the district. Retail and commercial areas were evaluated with special consideration applied to pedestrian accessibility and safety.

The final component of the assessment included an evaluation of landmarks, paths, activity centers, barriers, and the special features contained within each district.

Bellevue Community Character



Olde Towne District

Boundaries

The Olde Towne District is bounded by Lincoln Road on the west, 29th Street on the south, and Warren Street on the east. The northern boundary includes 19th Avenue, on the western edge, and 13th Avenue, on the eastern edge.

Strengths

The strengths of this district include a street network that is predictable and easy to navigate; the area is already established with little new development, good transitions between the commercial and residential areas, and an effective sidewalk system that makes the Olde Towne central business district pedestrian friendly.

Weaknesses

The weaknesses of the Olde Towne District include location and access challenges, the housing stock lacks diversity, and inconsistent sidewalks.

Opportunities

The opportunities in this district include the commercial strip on Mission Avenue with wide sidewalks, the close proximity to Haworth Park, the adaptive re-use of classic buildings, and many historical assets and landmarks.

Threats

The largest threat to the Olde Towne District is the Bellevue development pressures, which is occurring to the south and east of this district. Consequently, many businesses and retail have left Olde Towne for the new developments. Olde Towne could face further economic decline if this development continues.

Streets and Roadways

The streets and roadways of Olde Town are laid out in a tight grid pattern, which makes traveling in and around Olde Towne predictable and easy. Mission Avenue, Olde Towne's most prominent east-west corridor, is the widest street in the area. Many of the other residential streets are much narrower. Most of these narrower streets support on-street parking. The speed limits are typical for residential areas, and the conditions of the roadways are fair. Improvements are not necessary because the streets function adequately.

The buildings in the Olde Towne commercial area have minimal setbacks and include 20-foot-wide sidewalks. The residential areas have setbacks that are closer than those found in newer developments. In the heart of the Mission Avenue commercial district, the wide sidewalks can easily support outdoor seating and cafés, patios, and merchandise. The sidewalks in the residential area are not as consistent. Many of the north and south streets have a more predictable and continuous sidewalk rhythm than the east and west streets.

The entire Olde Towne district contains large, mature trees that canopy over the streets and sidewalks. Olde Towne's central business district does contain minor streetscape improvements, including streetscape lighting, planters, and benches. Photo C-2 shows planters, a bench, and decorative lighting on Franklin Street. These additions create a "theme" that adds ambiance and helps to soften the streetscape.

Housing Stock

Most of the homes within Olde Towne were built in the 1940s and 1950s. Photo C-3 shows an average Olde Towne single-family home. Most of the homes are smaller than other homes in Bellevue, with many less than 1,000 square feet. The Olde Towne housing stock consists primarily of older style ranch homes that contain minimal ornamentation. House size and shape is generally consistent. The condition of the homes is better than might be expected given their age. Many of the home owners take



Photo C-1: Sidewalk Width



Photo C-2: Franklin Streetscape

great pride in the appearance of their homes and have well-maintained and landscaped yards. The average size of the residential lots is narrower than newer subdivisions. As a result, the residential neighborhoods contain up to six homes per block. Most of the homes in Olde Towne do not have attached garages. Single-car, recessed garages and carports are more typical. Alley access is common and is used for both garage and service access.

Uses and Functions

Olde Towne supports multiple uses and functions. Mission Avenue functions as the primary commercial corridor, whereas the rest of Olde Towne serves as a residential district. Many of the businesses in Olde Towne are small and locally owned. The buildings that house these smaller businesses, especially along Mission Avenue, incorporate design themes that were popular in the 1950s and 1960s. The heart of the Mission Avenue commercial district runs from Washington Street on the west to Hancock Street on the east. This area contains a strong mix of uses and has a “village” feel. The area is pedestrian friendly and easily accessible by area residents.

The area west of Washington Street, along Mission Avenue, offers a stark contrast. Photo C-4 was taken from Mission Avenue, looking east. This section of the Olde Towne district contains a broad sampling of uses and functions. This commercial and residential area is more random and lacks the character found in the heart of Olde Towne’s central business district. This area is characterized by an odd mixture of home-based businesses, standard retail and commercial storefronts, and single-family dwellings. Business and residences seem to depreciate closer to Lincoln Street. Also, many of these residences and businesses have sacrificed regular maintenance of their yards and their buildings. Vacancy rates are higher in this area and large empty lots contribute to a feeling of abandonment.



Photo C-3: Olde Towne Housing Stock



Photo C-4: West Mission Avenue

Landmarks and Activity Centers

A number of prominent and historic landmarks are located in Olde Towne. The Fontenelle Bank, First Presbyterian Church, and the 1835 log cabin are within blocks of Mission Avenue. The Sarpy County Museum and the historic depot are in the southwestern section of Olde Towne. City Hall, the post office, the fire department, and the police department are all located on Mission Avenue.

Haworth Park is located several blocks east of the central business district on Mission Avenue, along the Missouri River. Although Haworth Park is in close proximity to Olde Towne, park accessibility is difficult for pedestrians. Haworth Park and Olde Towne are separated by three blocks of residential housing. Photo C-5 illustrates a sidewalk on the south side of Mission Avenue that ends abruptly, preventing pedestrians from walking from the Olde Towne central business district to Haworth Park.



Photo C-5: Sidewalk Abruptly Ends

Southeast District

Boundaries

The Southeast District is bounded by Wayne Street and Madison Street on the west, 29th Avenue on the north, Harlan Lewis Road on the east, and Offutt AFB on the south.

Strengths

The strengths of the Southeast District include private streets, which are well maintained and in excellent condition, and several recreation attractions (i.e., a central lake, a neighborhood park), which are within walking distance.

Weaknesses

The weaknesses of the Southeast District include a uniform housing stock that consists primarily of pre-fabricated homes that only vary slightly from each other, ineffective housing orientation, and limited retail or commercial land uses within the area.

Opportunities

The opportunities of the Southeast District include housing options that are typically more affordable than conventional construction that will appeal to a broader section of Bellevue residents and close proximity to Offutt AFB and Harlan Lewis Road.

Threats

The primary threat to the Southeast District is expansion by the adjacent industrial area. Residential developments may become more isolated if the industrial businesses in this district continue to expand.

Streets and Roadways

The streets within the Southeast District, which is immediately south of Olde Towne, are laid out in a semi-grid format. Most of the speed limits are slow, because most of this district is occupied by residential housing. Harlan Lewis Road, which serves as the eastern boundary to the Southeast District, allows higher traffic speeds. Within the housing developments, speeds are limited to approximately 10 miles per hour. Narrower roads and speed bumps help regulate the speed and ensure that drivers within this district maintain slower speeds. The roadways in Paradise Lakes, the newer subdivision to the south, are in great condition. The roadways are privately maintained in this private development. A prominent tree-lined boulevard, Paradise Terrance, runs east and west. Many of the landscaped trees within this district are smaller and less mature. Most of the homes are set very close to the street and sidewalks are nonexistent.

Housing Stock

The houses within the Southeast District offer little variety. Only two housing types or styles—mobile homes and prefabricated modular units—are essentially available. The housing stock within Green Acres is exclusively mobile homes. The housing stock within Paradise Lakes has been developed within the past 5 years. These prefabricated homes are in good condition. Some of these homes have permanent foundations, but many do not. Attached garages are rare. Most vehicles are stored on paved driveways. A large number of these homes face each other instead of the street, which is not the way these homes were intended to be oriented. As a result of the way they are oriented, many of the largest windows in each house look into another house, as opposed to the street or backyard.



PhotoC-6: Paradise Lakes Boulevard



Photo C-7: Green Acres Mobile Home



Photo C-8: Housing Orientation

Uses and Functions

The Southeast District is primarily residential, with essentially no public destinations within this district. An industrial land-use area is located in the northeast section. The Bellevue Street and Parks departments occupy a large portion of this industrial land. Paradise Lakes contains a small pocket park and a private lake. Industry completely separates Paradise Lakes from the rest of the City by industry, and consequently, the area seems very isolated.



Photo C-9: Paradise Lake



Photo C-10: Paradise Lake Neighborhood Park

Fontenelle District

Boundaries

The Fontenelle District is bounded by Bellevue Boulevard on the west, Harrison Street on the north, 13th Avenue on the south, and Fontenelle Forest and Gifford Farms on the east.

Strengths

The strengths of the Fontenelle District include large amounts of preserved natural landscaping, abundant wildlife, and large treed areas. These factors create natural privacy among residents and strongly contribute to the area's character.

Weaknesses

The weaknesses of the Fontenelle District include an expensive housing stock, fewer affordable homes, and several nonpaved and unimproved roadways.

Opportunities

The opportunities of the Fontenelle District include many popular activity centers (i.e., Fontenelle Forest, Gifford Farms, Camp Brewster, and Fontenelle Hills Golf Course) provide recreational opportunities and destinations for local residents.

Threats

Steep grade changes in some of the subdivisions can potentially cause problems in inclement weather.

Streets and Roadways

Many of the winding streets in the Fontenelle District follow the contour and shape of the land. The speed limits are slow because this area is exclusively residential. Bellevue Boulevard is the main thoroughfare in the Fontenelle District and is perhaps one of Nebraska's most appealing residential corridors. The diversity of housing styles, the variable setbacks, the historic buildings, and the mature trees combine to create a truly distinctive and charming streetscape. In the older areas, especially along the northern end of Bellevue Boulevard, the streets are narrow with barely enough room for parking on one side.

The housing setbacks from the street vary greatly between lots and subdivisions, with some homes set very close to the street and some homes set very far back. The newer subdivisions tend to have sidewalks, but the sidewalks are sparse in the older areas. Many of the subdivisions are tucked into forest-covered hills, so the streets are all canopied by large, mature trees. However, the contour of the land creates problems. Several steep hills can potentially cause problems in inclement weather. One area in particular, near Comb Road, has a rear gravel-access road that is unusually narrow. Ditches also replace city sewers in several areas of this district.

Housing Stock

The housing in this area ranges from old (classic estates and traditional farmhouses) to new (brick mansions). Most of the homes within this district have been built since the 1970s. Income is not very diverse in this area; most homes are worth more than the Bellevue median home price of \$97,800. The overwhelming majority of Fontenelle homes is in great condition and is well maintained. In some subdivisions, especially Hidden Hills, the amount of grass within each yard is minimal. The steep slope of the land makes caring for a lawn nearly impossible, so many of the front yards make use of natural



Photo C-11: Bellevue Boulevard



Photo C-12: Deep Setback on Bellevue Boulevard



Photo C-13: Porch Is Concealed by Dense Tree Canopy

forest ground cover. The natural scenery has been well preserved. Deer and other wildlife freely enter yards and move throughout the area as they please.

Most homes have been designed to fit onto the land so that the hills, trees, and to accentuate the wonderful views and vistas of the area. The rolling hills of the Missouri River valley are scenic and picturesque and are a distinctive characteristic of this district. Most of these homes wrap around the hillside, so residents enjoy a strong sense of privacy. Many homes have adjacent backyards, but the thick tree cover essentially blocks the neighboring homes and yards from view. The Fontenelle District subdivisions are primarily set back from Bellevue Boulevard. As a result, these housing areas seem isolated from the city. Despite this appearance of isolation, many Fontenelle District homes feature security systems. Although each Fontenelle District subdivision is distinctive, they all work together to form a nice, upscale residential area.



Photo C-14: Moderate College Heights House



Photo C-15: Upscale Hidden Hills House



Photo C-16: Respecting Area Contours

Landmarks and Activity Centers

Many landmarks in this area also serve as activity centers. These landmarks include the Fontenelle Forest Nature Center, Camp Brewster, Gifford Farms, the Fontenelle Hills Golf Course, and Camp Wakonda. Jewell Park appears to have once been a popular gathering area but has since lost its popularity. The landmarks and activity centers are accessed primarily via automobile because sidewalks in the area are limited. College Heights Park is the exception. This park area is easily accessible by pedestrians and residents who live within the neighborhood because of its extensive sidewalk system. In addition to the general lack of sidewalks, the steep hills and grade changes make walking through the different areas difficult.

Features

The natural landscape and open spaces within the Fontenelle District are distinct and help to establish its character. These natural features should be protected and preserved. Most of the development within this district conforms to the contour of the natural land. The natural wooded areas have been preserved and wildlife is still plentiful.

The isolation and privacy that exists within the Fontenelle District is largely a result of the forested areas and large, mature trees. This forested landscape enhances the appeal, popularity, and value of the Fontenelle District.



Photo C-17: The Fontenelle Forest Visitors Center



Photo C-18: The Fontenelle Hills Golf Course



Photo C-19: Fontenelle Vistas

Bellevue Boulevard West District

Boundaries

The Bellevue Boulevard West District is bounded by the Kennedy Freeway on the west, Harvell Drive on the south, Bellevue Boulevard on the east, and Harrison Street on the north.

Strengths

The strengths of the Bellevue Boulevard West District include large amounts of affordable housing and convenient access to Fort Crook and the John F. Kennedy Expressway.

Weaknesses

The weaknesses of the Bellevue Boulevard West District include inconsistent sidewalks and commercial areas that are separated from the residential areas.

Opportunities

The opportunities of the Bellevue Boulevard West District include a prime redevelopment area along Fort Crook Road. This commercial corridor has long since seen its prime but provides a great opportunity for future redevelopment. Also, many open lots are contained within the existing neighborhoods and are available for future development.

Threats

Fort Crook has the potential of disintegrating completely.

Streets and Roadways

The streets in the Bellevue Boulevard West District display a semi-grid pattern and have consistent residential speed limits, with Galvin Road and Fort Crook Road being exceptions. Both of these roadways function as collectors and, as such, have higher speed limits. The residential streets include two traffic lanes and support parking on one side. The streets are in fair to good condition. Sidewalks exist but are not consistent, especially in the retail areas. The neighborhoods contain large, mature trees in the front yards that function as street trees (although this is not their intended function).

In the commercial areas, especially along both the Galvin Road and the Fort Crook Road corridors, the building setbacks are large and most parking is in front of the buildings. Fort Crook contains an especially wide right-of-way and is thus not pedestrian friendly. The Fort Crook Road corridor seems to be devoid of any planning efforts.

Housing Stock

Most houses in the Bellevue Boulevard West District were built in the 1960s and 1970s. Some houses within this district were built earlier but still integrate nicely into the existing neighborhoods. The condition of the homes is fair. Generally, the homes that are located south of Gregg Street are in much better condition. The pricing of these homes is moderate. This district does not contain an overarching theme. Building materials vary greater from home to home. Attached garages and traditional ranch homes are common.



Photo C-20: Galvin Road Corridor



Photo C-21: Older Bellevue Boulevard West House



Photo C-22: Southroads Turns its Back to Area Neighborhoods

Uses and Functions

Residential is the most common type of land use in the Bellevue Boulevard West District. However, this district also contains a variety of retail, commercial, industrial, and public land uses. Housing is interspersed within and on the fringe of commercial areas. A large commercial and retail section can be found along the Fort Crook Road and Galvin Road corridors. However, this retail area is seeing less business as the quality of these structures begins to decline.

There are few sidewalks and the destinations in this district are not pedestrian friendly. Some of the businesses, including Southroads Mall, have turned their backs on the adjacent residential areas. Many of the commercial areas have separated themselves by means of retaining walls, tall trees, and parking lots, which creates barriers between neighborhoods, commercial districts, and retail centers.

Safety within the Bellevue Boulevard West District appears to be inconsistent. The residential areas appear safe, but the declining commercial areas along Fort Crook seem less so. This district suffers from numerous empty storefronts and lots. Additionally, some areas remain undeveloped. These areas appear transitional and do not positively contribute to the district's character.



Photo C-23: No Sidewalks near Southroads



Photo C-24: Large Parking Lots on Fort Crook



Photo C-25: Bellevue Boulevard West Vacant Lot

Landmarks and Activity Centers

The main landmark in this district is the old Southroads Mall, which is used and leased primarily by TD Ameritrade. Paths in this area are limited. Activity centers include the Fort Crook, Galvin, and Cornhusker and Harvell corridors.

Features

Bellevue Boulevard is a dramatic and varied roadway that should be preserved. The variety of housing, the natural landscaping, and the large tree canopies enhance this historically significant thoroughfare.



Photo C-26: Southroads Mall

Central District

Boundaries

The Central District is bounded by Harvell Drive on the north, Fort Crook Road on the west, Offutt AFB on the south, Lincoln Road on the southeast, and Freeman Road on the east.

Strengths

The strengths of the Central District include well-maintained housing, good public parks, close proximity to Offutt AFB, and easy access to Fort Crook Road, Highway 370, and the John F. Kennedy Expressway.

Weaknesses

The weaknesses of the Central District include limited east-west corridor streets and limited walking or biking trails that extend into the neighborhoods from the streets.

Opportunities

The opportunities of the Central District include numerous commercial corridors along Galvin Road that are ripe for revitalization, good integration between neighborhood-level retail and housing developments, and numerous landmarks (i.e., Bellevue East High School, the library, Bellevue University, Offutt AFB).

Threats

The threats to this district result from commercial and retail businesses following the residential growth in the fringes of the district to the south and west. This trend could continue.

Streets and Roadways

The street pattern in this district is unpredictable because roadways lack a grid-like pattern. This district includes well-traveled north-south collectors but lacks prominent east-west corridors. Harlan Street and the Highway 370 corridor is the best example of an east-west corridor, but these roadways do not completely traverse this district. The condition of the Central District roadways is fair to good, and the speed limits are consistent in the residential areas and slightly higher on the major roadways. The setbacks are consistent, and the sidewalks are extensive. Large, mature front-yard trees within the residential areas create the illusion of purposeful street trees.

Housing Stock

Most of the housing stock in the Central District was built between 1950 and 1970. Despite the age of these homes, most of the homes are in good condition. Homes and yards are well maintained. The price range for these homes appears to be near the median value for the community. Some homes are built on top of ridges that offer dramatic views of the city. Ranch-style housing with a one-car attached garage is the prevailing style. Several neighborhoods south of Harlan Street conform more to the Olde Towne housing stock style. These homes are smaller and were constructed in the 1940s. Most homes in these neighborhoods are in poor condition.



Photo C-27: Central District House



Photo C-28: Central District House



Photo C-29: Central District House

Uses and Functions

A small fraction of the Central District, especially along the Galvin Road corridor, is used for retail. Smaller neighborhood retail and national chain stores and restaurants exist in the Central District. The Central District also contains higher proportions of medium-density residential. This district also contains significant amounts of educational land use (i.e., Bellevue University, Bellevue East High School).

Landmarks and Activity Centers

Landmarks in the Central District include Bellevue East High School, the Bellevue Public Library, Bellevue University, and Offutt AFB. The main collector streets serve as paths between destinations, but the area unfortunately lacks biking and walking trails that extend beyond the boundaries of the city parks. Activity centers include the retail area on Galvin Street, Everett and Twin Ridge Parks, the Baldwin ball fields, Dowding Pool, and the Reed Community Center.



Photo C-30: Central District House



Photo C-31: Offutt Air Force Base



Photo C-32: Bellevue Public Library

Industrial District

Boundaries

The Industrial District is bounded by the John F. Kennedy Expressway on the west, Cornhusker Road on the north, Fort Crook on the east, and Highway 370 on the south.

Strengths

The strength of the Industrial District is its accessibility. The district is centrally located within the City and is easily accessed by travelers along the John F. Kennedy Expressway, Highway 370, Fort Crook, and Cornhusker Street.

Weaknesses

The weaknesses of the Industrial District are that the area is not aesthetically pleasing and that the intersection of 15th Street and Cornhusker Street is very busy, especially during the school year.

Opportunities

A large portion of this area is currently undeveloped, leaving the opportunity for future retail, industrial, or civic land-use development.

Summary

This area contains mostly access roads. Some of the industrial developments in this district, including the cement factory northwest of Arboretum Drive, use the existing landscape effectively to screen industrial machinery and buildings. This district includes a small amount of retail development along the Cornhusker Road corridor. National chain restaurants and stores, including Wal-Mart, IHOP, Applebee's, Michael's, Buffalo Wild Wings, and Gordman's are located within the Industrial District. This district does not contain any residential development. The industrial tenants include a New Holland distribution center, the old Wilson concrete plant, and a new Ready D Mix concrete production facility. This district appears to be relatively safe, although traffic is often heavy. A significant portion of this district is undeveloped.



Photo C-33: Concrete Industrial Facility



Photo C-34: Bellevue Industrial District

Northwest District

Boundaries

The Northwest District is bounded by Harrison Street on the north, the John F. Kennedy Expressway on the east, and the Papio Creek floodplain on the south and west.

Strengths

The strengths of the Northwest District include easy navigation because of Omaha street number consistency, multiple schools, and large swaths of open spaces that help to maintain a rural character.

Weaknesses

The weaknesses of the Northwest District include depreciating land values, breaks in the city limits make the area seem disjointed, a “feel” that tends to be more like Omaha than Bellevue, limited retail opportunities, and inconsistent sidewalk connections between residential and commercial areas.

Opportunities

The opportunities of the Northwest District include additional retail and commercial developments along the Cornhusker Street corridor, great park integration, and many open areas for possible future development.

Streets and Roadways

The streets in this area have a semi-grid pattern, and the main collector streets follow the Omaha street patterns. Most of this district is residential, so the speed limits are slow. The northern streets in the older developments are narrower but still support on-street parking. Many of the streets are wider in the newer developments. The main collector streets, such as 36th Street, 48th Street, Chandler Street, and Giles Road, are in very good condition. Some of the older connector streets within the Northwest District neighborhoods are not in as good a condition. Some roadways are outside the city limits and are not maintained by the Bellevue Street Department. Surprisingly, this district also includes several gravel roads. The northern area has large, mature trees, but the trees in the area south of Chandler are quite young and have not yet developed significant canopies.

Housing Stock

The housing stock in the northern section of this district is older than the southern section. The northern section is very much an extension of the southern edge of Omaha, whereas the southern area contains more recent developments. Most housing in this district is priced close to Bellevue's median single-family home. Housing options are available for lower-income residents and upper-income residents. Many of the homes within the Northwest District are split level and built in the late 1980s. New developments near William Jennings Bryan High School and Daniel J. Gross Catholic High School have a more modern design.



Photo C-35: No Sidewalks near William Jennings Bryan High School



Photo C-36: Northwest District House



Photo C-37: Northwest District House

Uses and Functions

Large swaths of this district remain undeveloped. Much of this vacant undeveloped land is currently used for agricultural purposes or pasture land. As a result, parts of the Northwest District retain a semi-rural character. This patchwork of urban and rural land-use components conveys a disjointed theme and appearance. The vacant lots do not appear to have a logical reasoning behind their placement. Surprisingly, several vacant areas can be found near 48th Street, which is a prominent corridor in this district. These vast, vacant parcels detract from the possibility of a common theme or a sense of place.

In addition, a number of old established farms have been surrounded by newer developments. Consequently, some places have livestock within newly developed housing areas

Retail in the northern part of this district is located in old, nondescript buildings. In the southern part, the retail is concentrated in the Cornhusker corridor. The transitions into these retail areas are generally not very good. High-density residential areas can be found near this district's retail areas. Unfortunately, these areas are not pedestrian accessible, because sidewalk connections are not present between the two land uses.



Photo C-38: Open Field



Photo C-39: Agricultural Land



Photo C-40: Horse in the Northwest District

Landmarks and Activity Centers

The landmarks in this area include Daniel J. Gross Catholic High School and William Jennings Bryan High School. Activity centers include the schools, as well as area parks—Aspen Park, Swanson Park, Gilder Park, Goldenrod Park, Faulkland Park, Banner Park, and Copper Creek Park. One of the Northwest District's greatest assets is its integrated connection points to the Keystone Trail.



Photo C-41: Keystone Trail Access



Photo C-42: William Jennings Bryan High School

Southwest District

Boundaries

The Southwest District is bounded by the Papio Creek floodplain on the north, the John F. Kennedy Expressway on the south, and the Bellevue–Papillion 48th Street agreed delineation boundary on the west. This district continues to expand to the south.

Strengths

The strengths of the Southwest District include distinctive subdivisions such as Lakewood Villages and Quail Creek, housing is modern and more expensive than other areas of Bellevue, and the inclusion of Bellevue’s best mixed-use development—Twin Creek.

Weaknesses

The weaknesses of the Southwest District include subdivision streets with no apparent pattern, areas of tract housing that has little-to-no diversity, the only retail area is located on Highway 370, and the AICUZ could inhibit future development at the northern edge of the district.

Opportunities

The opportunities of the Southwest District include the possibility for future trails that would connect to the existing trails in the newer subdivisions, as well as the Papio Trail system, which offers numerous connections to points within the district.

Threats

The threats to the Southwest District include many subdivisions that have only a single entrance point and the quality of the new housing is debatable.

Streets and Roadways

The main streets in this area (25th Street, 36th Street, Highway 370, and Capehart Road) follow a grid pattern. However, many of the neighborhood streets curve and do not follow a logical pattern, which cause indirect access patterns within the neighborhoods. Also, many of the subdivisions only have one entrance and exit that further complicates the accessibility of these neighborhoods. The streets are wider in the newer developments and accommodate on-street parking. Some neighborhoods have good sidewalk systems, but others do not. The quality and visual appeal of the streetscape within this district varies by neighborhood. Both Lakewood Villages and Quail Creek set the standard for attractive and functional streetscapes. In fact, Lakewood Villages is the best example of a pedestrian-friendly neighborhood in Bellevue. Photo C-43 shows the wide sidewalks, furnishings, and a trash receptacle in this neighborhood.



Photo C-43: Lakewood Villages Sidewalk

Housing

The Southwest District contains the largest amount of new housing in Bellevue. However, several areas of housing were constructed in the 1970s and 1980s. The buildings in this area are very diverse, which contrasts with the relatively level income diversity. Many of the Southwest District's upscale subdivisions contain theme elements that are carried throughout the development. Each home uses unique floor plans but retain enough material consistency so that the home will integrate well with the entire development.



Photo C-44: Lakewood Villages House

The Southwest District also includes a number of tract-house subdivisions. These homes are typically more affordable and only contain a handful of color schemes and floor plans.

Uses and Functions

The most common type of land use within the Southwest District is residential. Retail uses can be found primarily along Highway 370. Other strip retail centers are located along 25th Street and Capehart Road. Twin Creek, Bellevue's most prominent modern retail center, can be found at the northern edge of this district. Retail and residential areas have limited connections between them that are truly pedestrian friendly, aside from the residential developments adjacent to Twin Creek. The Southwest District, with the exception of Twin Creek, is completely dependent on the automobile.

Landmarks and Activity Centers

Landmarks in this area include several Bellevue elementary schools. People in this district have access to the Papio Trail system and other neighborhood trails. Activity centers include the Twin Creek retail center and several golf courses.



Photo C-45: Quail Creek Walking Trail



Photo C-46: Twin Creek

3.9 Offutt Air Force Base Housing District

Summary

The Offutt AFB Housing District has little diversity, with essentially three housing styles—a one-story, single-family home, a one-story duplex, and a two-story duplex. All of the housing within this district conforms to one of three floor plans. The only distinguishing exterior factor is the color of the siding. Some of the single-family units have enclosed garages, but most have open car ports or protective lean-tos. These homes were constructed in the 1960s and are currently in fair condition. The streets and yards have limited landscaping. Sidewalks are not consistently present.



Photo C-47: Offutt House

Appendix D: Community Input Survey

Bellevue Comprehensive Plan Survey Results

Gathering community input is an important component of the comprehensive planning process. A comprehensive plan survey was developed to solicit Bellevue residents' ideas and opinions about how they wanted their community to grow. The survey included 58 questions, which were divided into a broad range of categories:

- Quality of life
- Growth rate
- Land use
- Natural resources
- Transportation
- Housing
- Utilities and public facilities
- Economic development
- Neighborhoods
- Community appearance
- Parks and recreation
- Miscellaneous

Most of the survey questions used a five-point Likert scale as a means to capture the respondents' level of agreement with the survey statements. The following choices were available on all Likert-scale survey questions:

- Strongly agree
- Agree
- Neutral
- Disagree
- Strongly disagree

The biggest benefit of using a Likert scale is that it supports additional nominal scoring and analysis. Answers can essentially be divided into two categories. Favorable answers (i.e., Strongly agree and

Agree) can be aggregated into the “accept” category. Conversely, unfavorable answers (i.e., Strongly disagree and Disagree) can be aggregated into the “reject” category. A Likert scale allows survey analysis to be performed at either the summary or the detail level.

Bellevue residents were offered the choice of completing a hard-copy version of the survey or completing an online version. The online version was accessible via the Bellevue Comprehensive Plan Web site (<http://www.bellevueplan.com>).

The comprehensive plan survey was advertised in the *Bellevue Leader*, the *Omaha World-Herald*, and the *Offutt Air Pulse*. A total of 404 individuals completed the survey. Several important items warrant discussion:

- Some survey respondents chose not to answer all the questions. Therefore, the total number of responses varies from question to question.
- Several hard-copy surveys were received after the extended completion deadline. These responses were not included in the tabulation process.

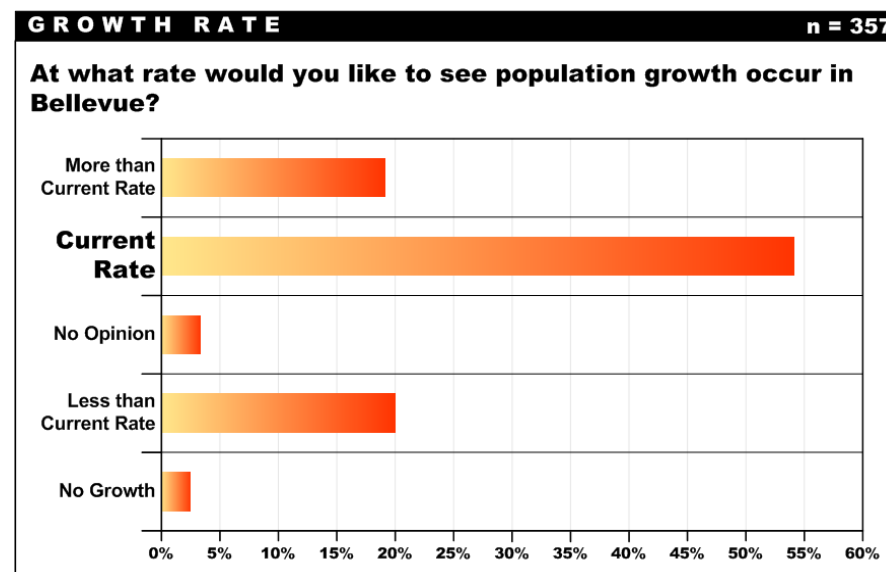
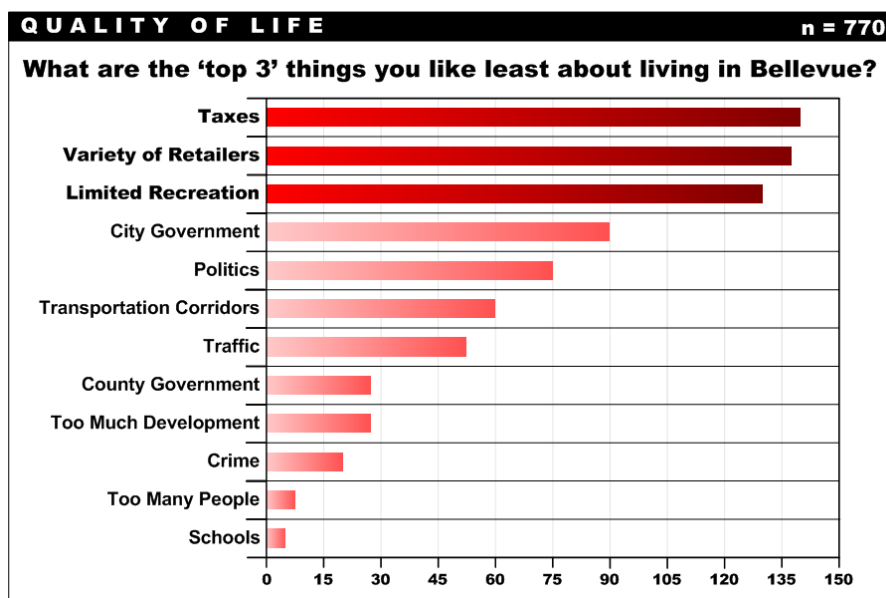
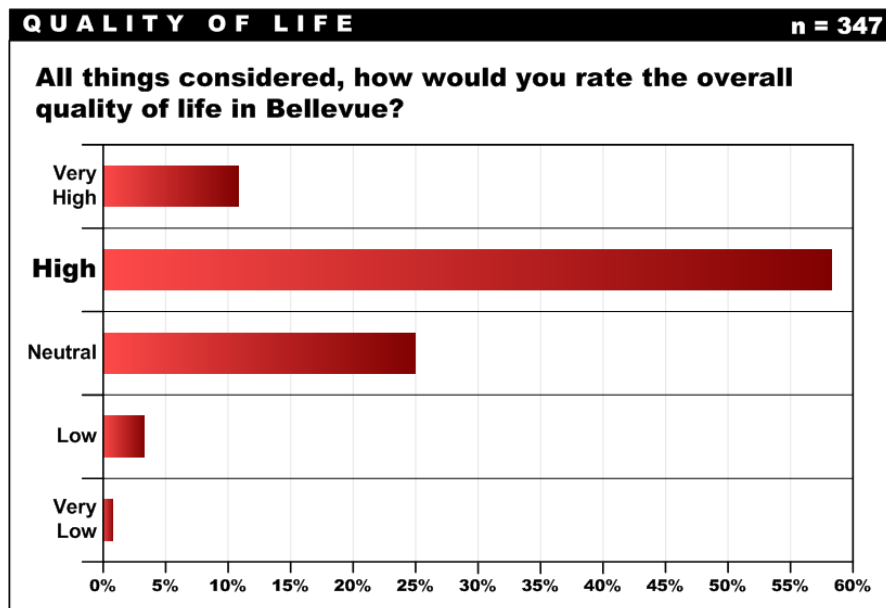
Quality of Life

Question 1 asked, “All things considered, how would you rate the overall quality of life in Bellevue?” The most popular response was “High”: 58.8 percent, or 204 respondents, selected this response. The second most popular response was “Neutral”: 25.4 percent, or 88 respondents, selected this response. “Very High” was the third most popular response: it garnered 11.8 percent, or 41 votes. Collectively, “Low” and “Very Low” totaled approximately 4 percent.

Question 2 asked, “What are the ‘top 3’ reasons why you choose to live in Bellevue?” Respondents were asked to select three answers. The most popular response, which received 146 votes, was “Proximity to Work.” The second most popular response, which received 126 votes, was “Schools.” The third most popular answer was “Location,” which received 111 votes.

Question 3 asked, “What are the ‘top 3’ things you like least about living in Bellevue?” Respondents were asked to select three answers. The most popular response, which received 139 votes, was “Taxes.” The second most popular response, which received 137 votes, was “Variety of Retailers.” The third most popular answer was “Limited Recreation,” which received 129 votes.

Question 4 asked, “At what rate would you like to see population growth occur in Bellevue?” The most popular response was “Current Rate.” This selection accounted for 54.3 percent of the total responses, receiving 194 votes. The second most popular response was “Less than Current Rate.” This response garnered 19.9 percent of the total responses, receiving 71 votes. “More than Current Rate” was the third most popular response. The two least popular answers, “No Opinion” and “No Growth,” received a combined total of 7 percent of the votes.



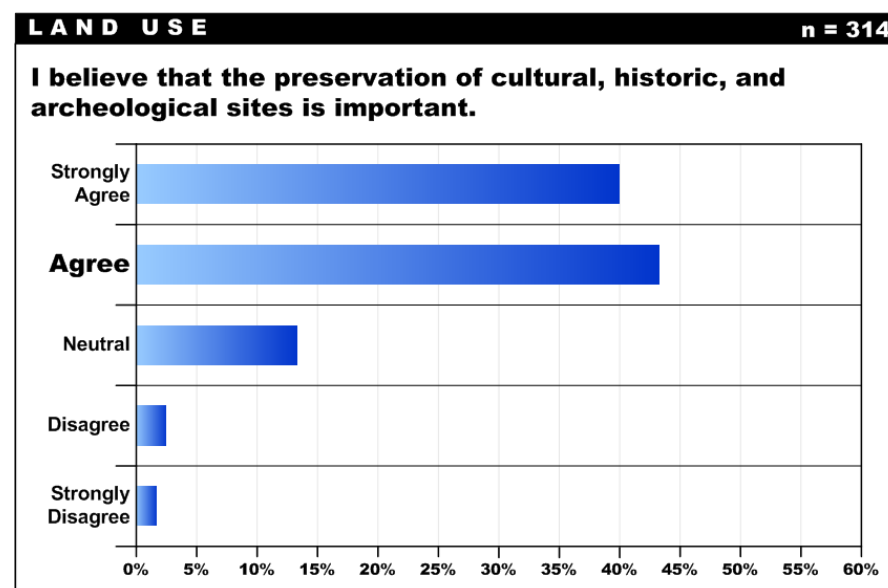
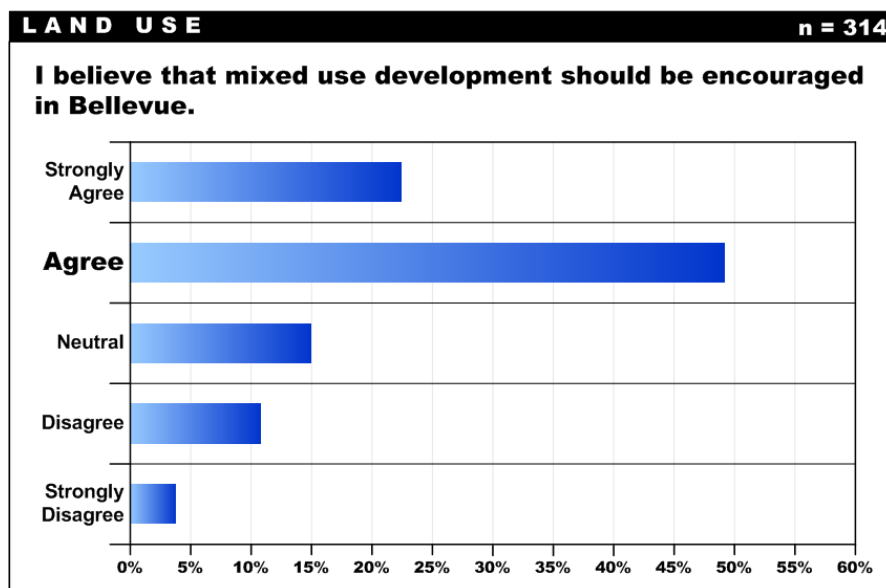
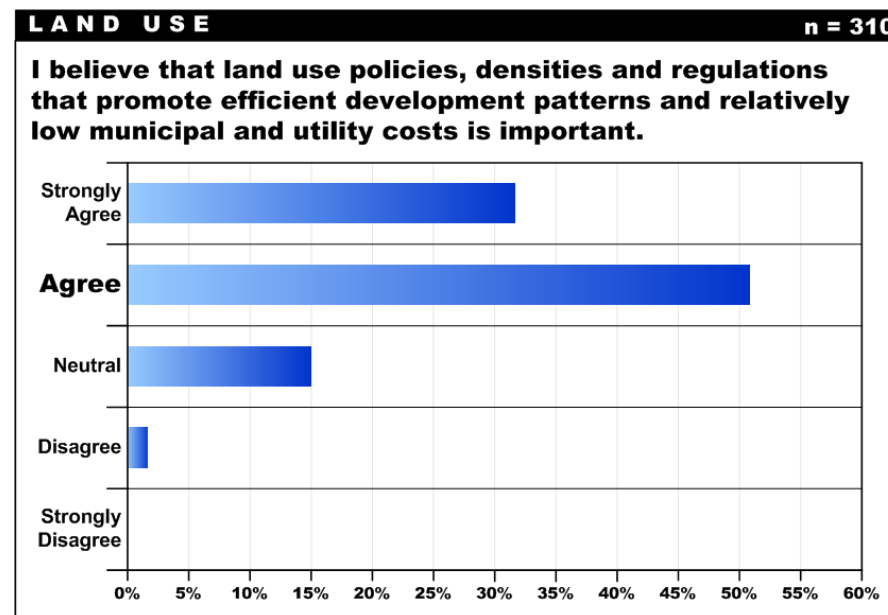
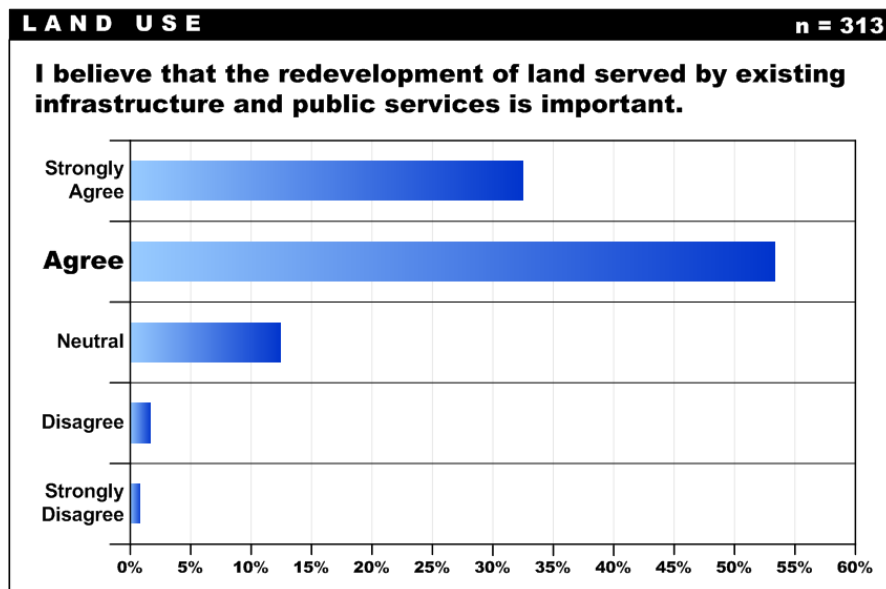
Land Use

Question 5 asked respondents whether they agreed or disagreed with the following statement: “I believe that the redevelopment of land served by existing infrastructure and public services is important.” More than 52 percent of the respondents selected “Agree.” The second most popular response, “Strongly Agree,” accounted for 32.4 percent of the total responses. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 84.5 percent.

Question 6 asked respondents whether they agreed or disagreed with the following statement: “I believe that land use policies, densities and regulations that promote efficient development patterns and relatively low municipal and utility costs is important.” The most popular response was “Agree”: approximately 51 percent of respondents chose this response. “Strongly Agree” was the second most popular response, selected by 31.9 percent of the respondents. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 83 percent.

Question 7 asked respondents whether they agreed or disagreed with the following statement: “I believe that mixed use development should be encouraged in Bellevue.” Nearly 48 percent of respondents selected “Agree.” The second most popular answer, “Strongly Agree,” garnered 22.3 percent of the responses. The percentage of respondents who accepted this statement by selecting “Agreed” or “Strongly Agreed” was 70.1 percent.

Question 8 asked respondents whether they agreed or disagreed with the following statement: “I believe that the preservation of cultural, historic, and archeological sites is important.” The most popular response, “Agree,” was selected by 43.6 percent of all respondents. The second most popular answer was “Strongly Agree.” This selection accounted for 39.8 percent of the total votes. The percentage of respondents who expressed agreement with this statement by selecting “Strongly Agree” or “Agree” was 83.4 percent.



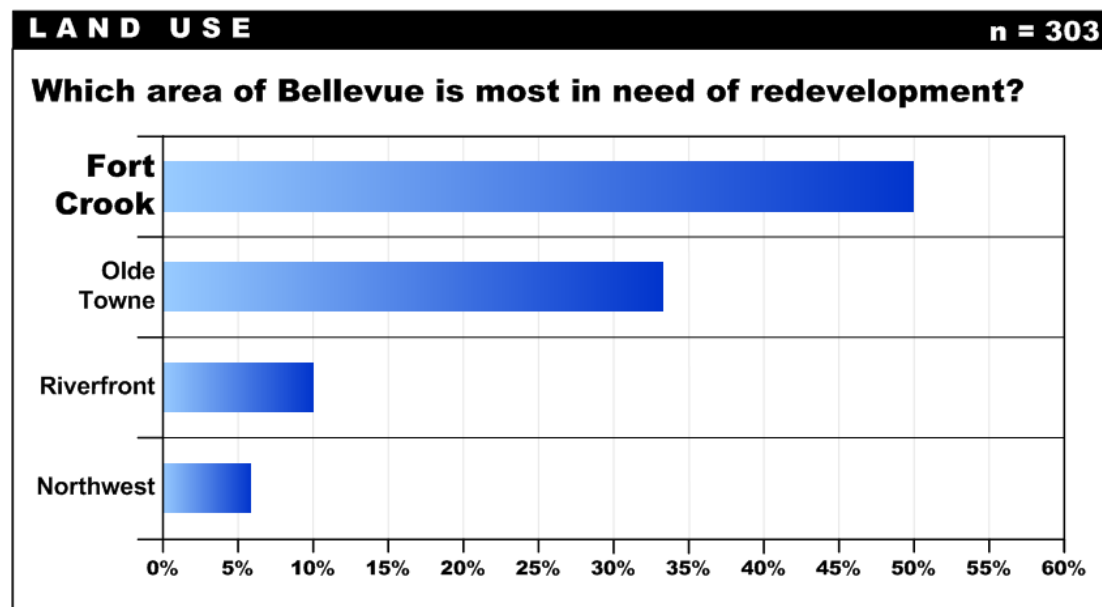
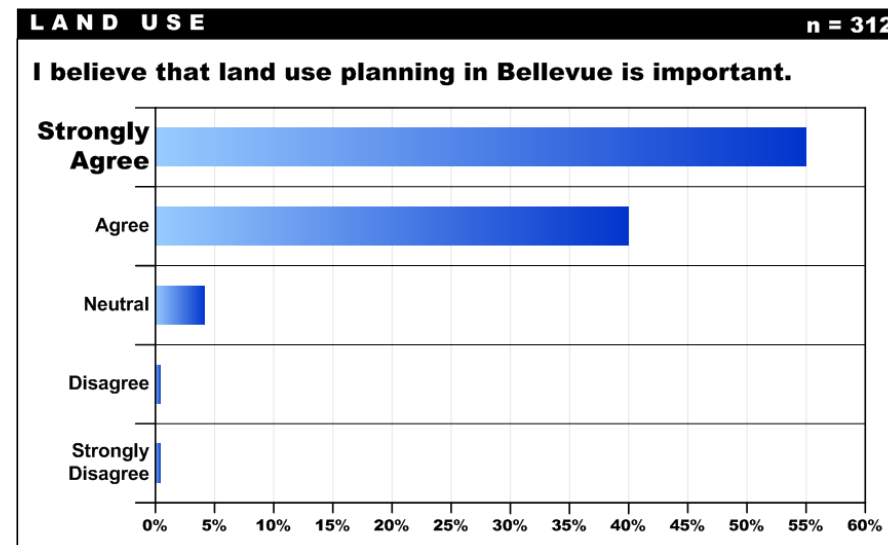
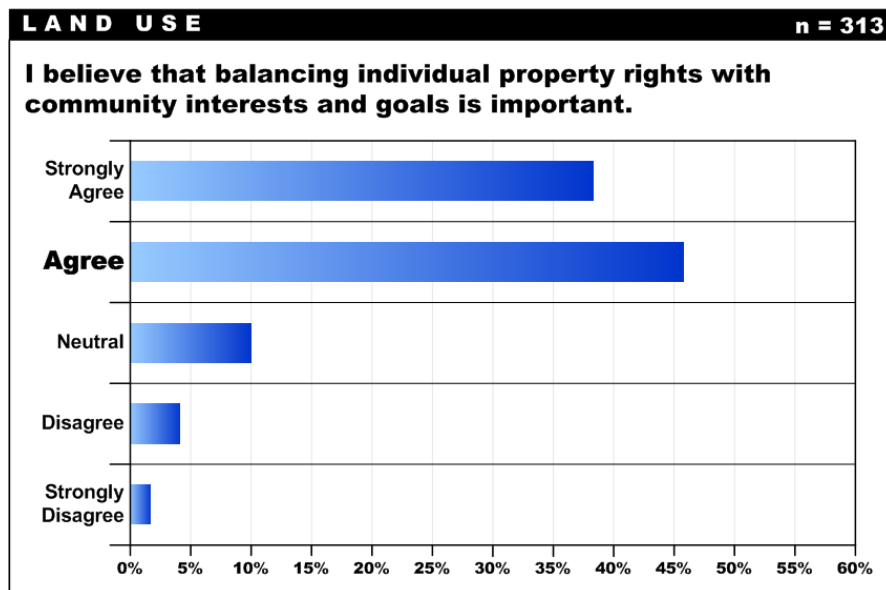
Question 9 asked respondents whether they agreed or disagreed with the following statement: “I believe that balancing individual property rights with community interests and goals is important.” The most popular answer, “Agree,” received 45.7 percent of the total responses. The second most popular answer, “Strongly Agree,” received 120 votes, or 38.3 percent of the total responses. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 84 percent.

Question 10 asked respondents whether they agreed or disagreed with the following statement: “I believe that land use planning in Bellevue is important.” Nearly 55 percent of respondents selected “Strongly Agree.” The second most popular response, “Agree,” was selected by 124 voters, which accounted for 39.7 percent of the total responses. This survey question received widespread support. More than 95 percent of all respondents selected either “Strongly Agree” or “Agree.” Therefore, less than 5 percent of all survey respondents appeared to reject this statement.

Question 11 asked respondents, “Which area of Bellevue is most in need of redevelopment?” “Fort Crook” was the most popular selection, accounting for 49.8 percent of the total responses. “Olde Towne” was the second most popular selection and accounted for 33.6 percent of the total responses. “Riverfront” was the third most popular response. This selection received 10.9 percent of the votes. The least popular response, “Northwest,” was selected by 17 individuals, which accounted for 5.6 percent of the total respondents.

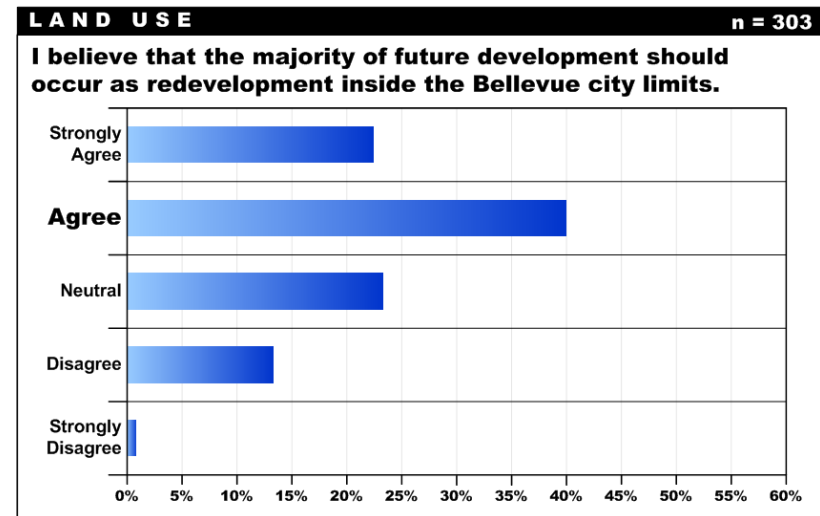
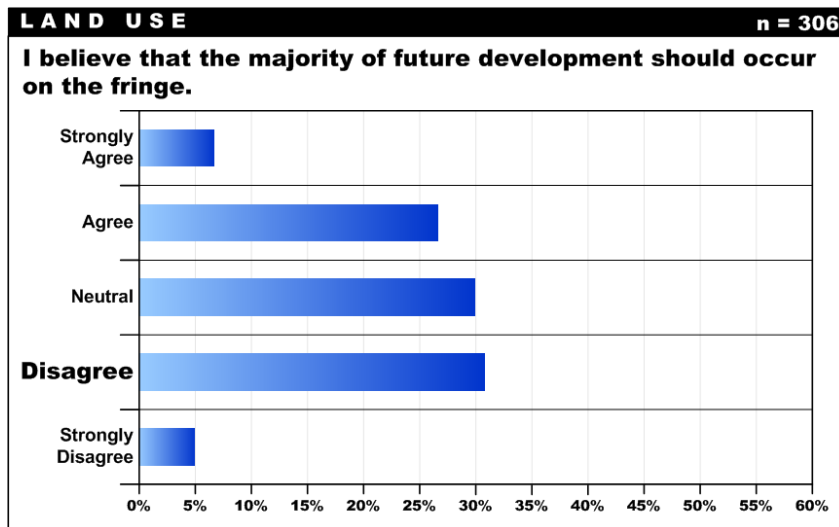
Question 12 asked respondents, “What do you think of as Bellevue’s city center?” Respondents were asked to provide their own answer. The open-ended nature of the question made it difficult to produce a standardized summary. A wide variety of answers were provided. Several popular responses included the following:

- 15th and Cornhusker
- Olde Towne
- The Twin Creeks area
- Bellevue lacks a city center.
- The city center is moving west.



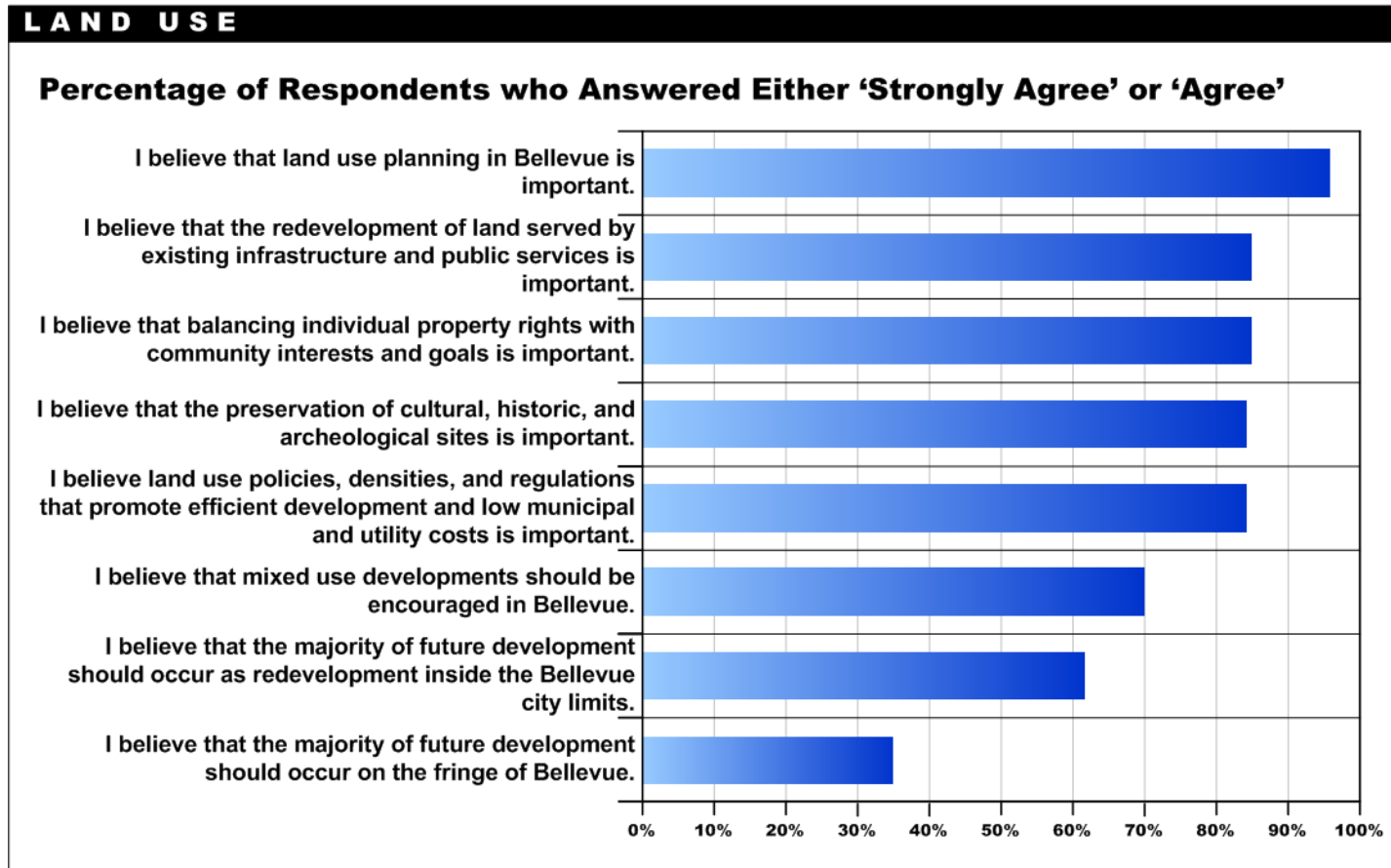
Question 13 asked respondents whether they agreed or disagreed with the following statement: “I believe that the majority of future development should occur on the fringe of Bellevue.” The most popular answer, “Disagree,” received 30.8 percent of the votes. The second most popular response, “Neutral,” received 30.2 percent of the votes. Nearly 27 percent of the respondents selected “Agree.” “Strongly Agree” received 7.2 percent of the total votes, and “Strongly Disagree” received 5.2 percent of the total votes.

Question 14 asked respondents whether they agreed or disagreed with the following statement: “I believe that the majority of future development should occur as redevelopment inside the Bellevue city limits.” The most popular response, “Agree” garnered 120 votes, or 39.6 percent of the total responses. The second most popular response was “Neutral.” This selection received 72 votes, or 23.8 percent of the total responses. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 61.7 percent.



Land Use Summary

The land use section of the survey had eight Likert-scale statements. The following graph displays each of those statements and identifies the percentage of respondents who answered either "Strongly Agree" or "Agree." The statements are sorted in descending order.



Natural Resources

Question 15 asked respondents whether they agreed or disagreed with the following statement: “I believe that the protection of natural areas, including wetlands, wildlife habitat, woodlands, open spaces, and groundwater resources is important.” “Strongly Agree” was the most popular response, receiving 48.6 percent of the votes. The second most popular response, “Agree,” was selected by 39.9 percent of the respondents. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 88.5 percent.

Question 16 asked respondents whether they agreed or disagreed with the following statement: “I believe that using tax dollars to preserve environmentally sensitive areas such as stream buffer areas or steep slopes, in order to protect land, water, public investment and private property, is important.” About 45 percent of respondents selected “Agree.” The second most popular response, “Strongly Agree,” received 29.9 percent of the votes. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 75.1 percent.

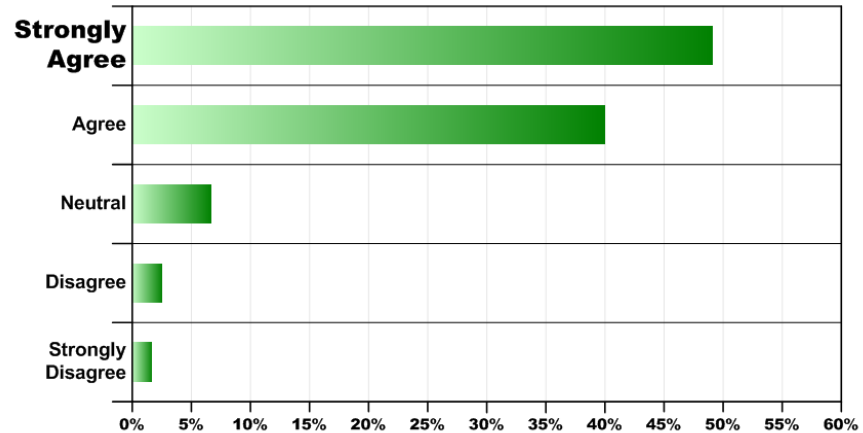
Question 17 asked respondents, “What are your favorite natural areas in Bellevue?” This was an open-ended question, and respondents were asked to provide their own answer. The open-ended nature of the question made it difficult to produce a standardized response summary. A wide variety of answers were provided, but the most popular answer appeared to be Fontenelle Forest. Several other popular responses were the following:

- Haworth Park / Riverfront
- Gifford Farm
- Papio Trail

NATURAL RESOURCES

n = 296

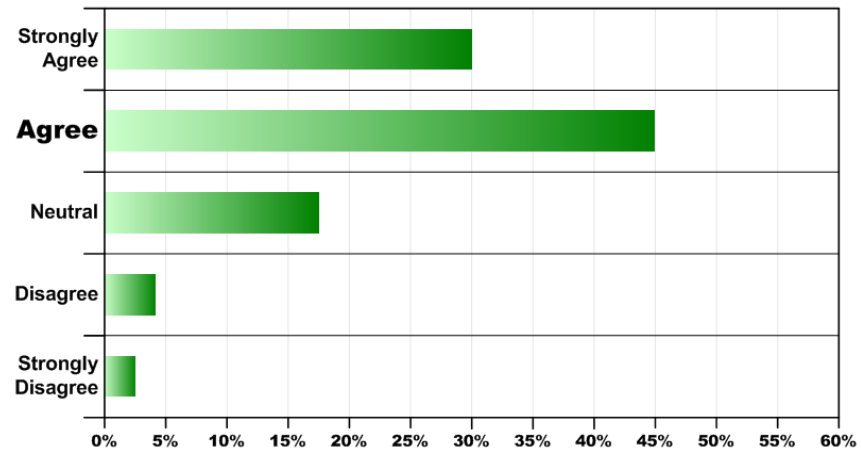
I believe that the protection of natural areas, including wetlands, wildlife habitat, woodlands, open spaces, and groundwater resources is important.



NATURAL RESOURCES

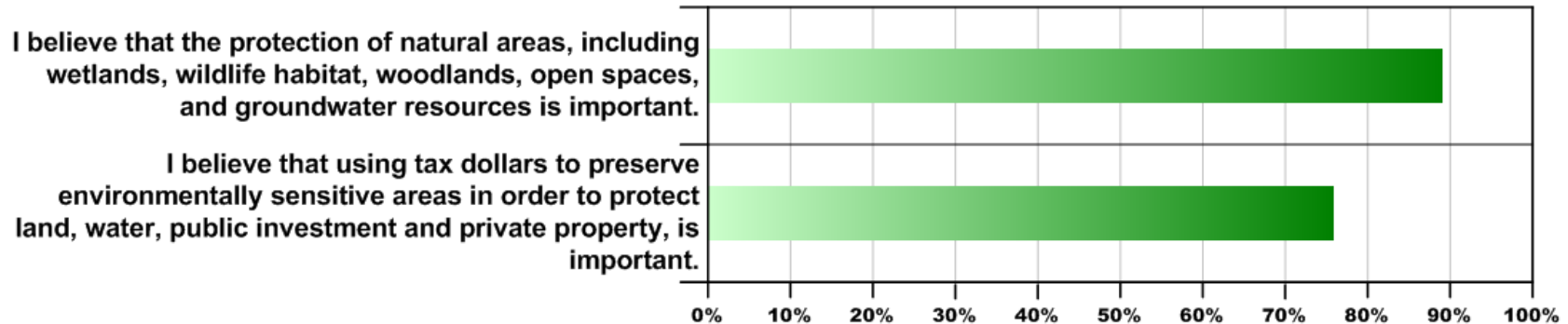
n = 294

I believe that using tax dollars to preserve environmentally sensitive areas such as stream buffer areas or steep slopes, in order to protect land, water, public investment and private property is important.



NATURAL RESOURCES

Percentage of Respondents who Answered Either 'Strongly Agree' or 'Agree'



Natural Resources Summary

The natural resources section of the survey had two Likert-scale statements. The following graph displays both of those statements and identifies the percentage of respondents who answered either "Strongly Agree" or "Agree." The statements items are sorted in descending order.

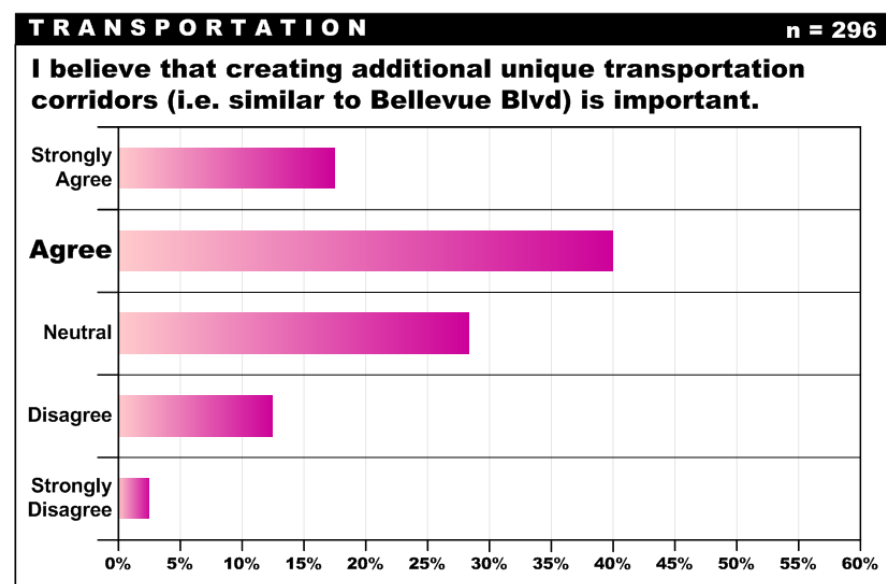
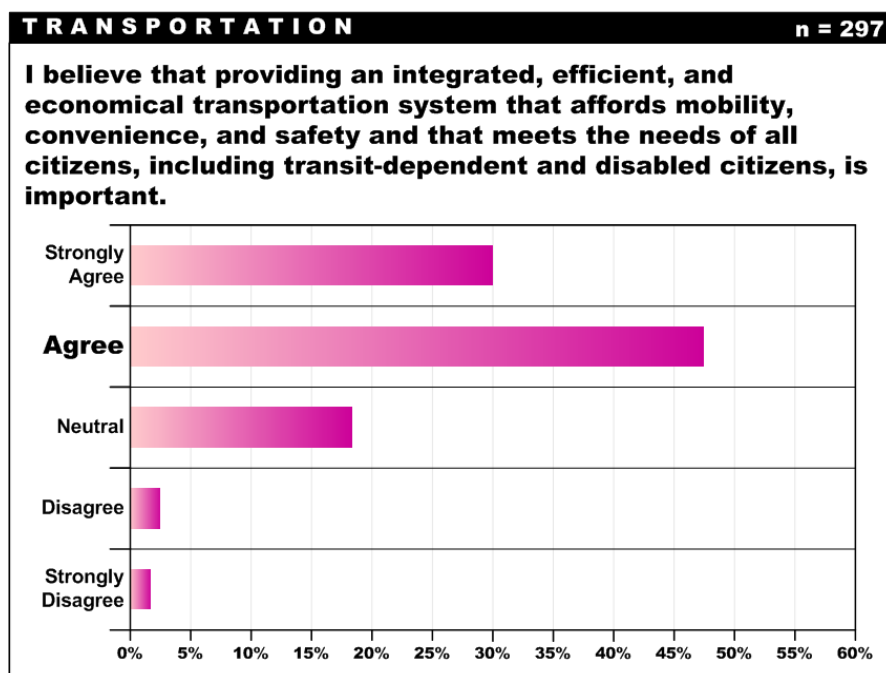
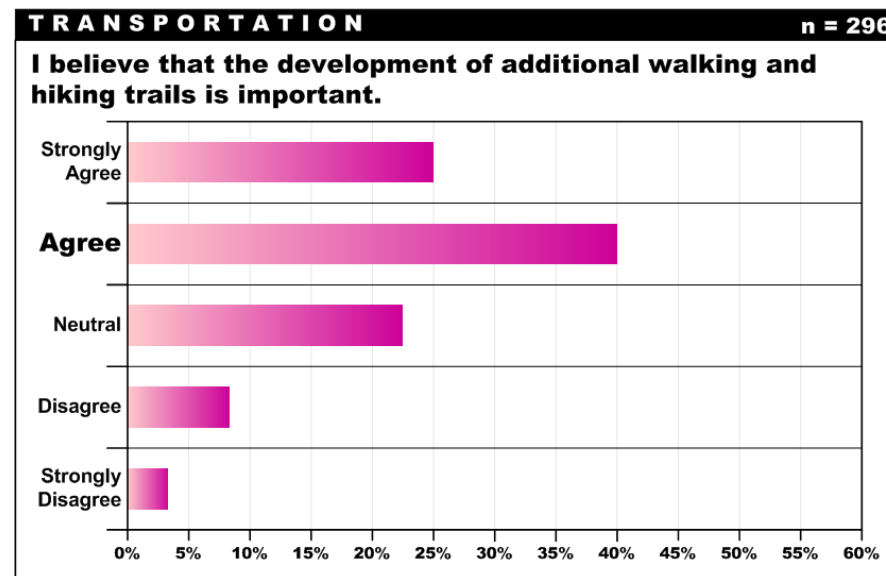
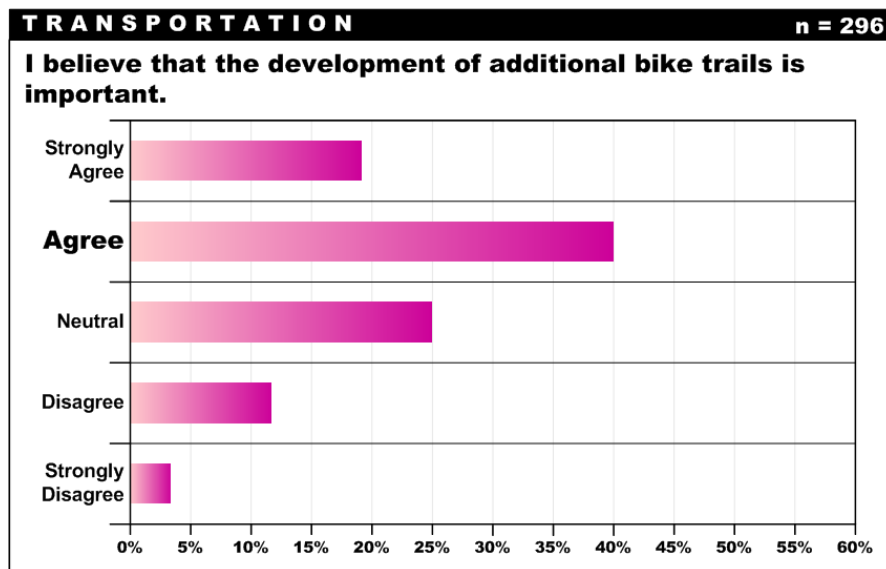
Transportation

Question 18 asked respondents whether they agreed or disagreed with the following statement: “I believe that the development of additional bike trails is important.” The most popular response, “Agree,” received 39.5 percent of the votes. The second most popular response, “Neutral,” received 25.7 percent of the votes. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 58.4 percent.

Question 19 asked respondents whether they agreed or disagreed with the following statement: “I believe that the development of additional walking and hiking trails is important.” Nearly 40 percent of the respondents selected “Agree,” and 25 percent of respondents chose “Strongly Agree.” Respondents who neither agreed nor disagreed with this statement and selected “Neutral” accounted for 22.9 percent of the total votes. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 64.9 percent.

Question 20 asked respondents whether they agreed or disagreed with the following statement: “I believe that providing an integrated, efficient, and economical transportation system that affords mobility, convenience, and safety and that meets the needs of all citizens, including transit-dependent and disabled citizens, is important.” The most popular response, “Agree,” received 141 votes, which accounted for 39.9 percent of the total responses. The second most popular response, “Strongly Agree,” earned 29.6 percent of the total votes. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 77.1 percent.

Question 21 asked respondents whether they agreed or disagreed with the following statement: “I believe that creating additional unique transportation corridors (i.e. similar to Bellevue Blvd) is important.” “Agree” was the most popular response, accounting for 40.2 percent of all responses. “Neutral” was the second most popular response, accounting for 28 percent of all responses. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 57.8 percent.



Question 22 asked respondents to rate the condition of several prominent Bellevue roadways. The first part of this question asked respondents to identify the Bellevue roadway that was in the best condition, and the second part asked respondents to identify the Bellevue roadway that was in the worst condition. Question 23 asked respondents to rate the congestion of several prominent Bellevue roadways. The first part of this question asked respondents to identify the Bellevue roadway that was least congested, and the second part asked respondents to identify the Bellevue roadway that was most congested. The following Bellevue roadways were offered as options for both Question 22 and Question 23:

- 25th Street, South of 370
- 36th Street, South of 370
- Capehart Road, West of 25th Street
- Kennedy Freeway
- 25th Street, North of 370
- 36th Street, North of 370
- Cornhusker Road (between Fort Crook and 25th Street)
- Fort Crook Road

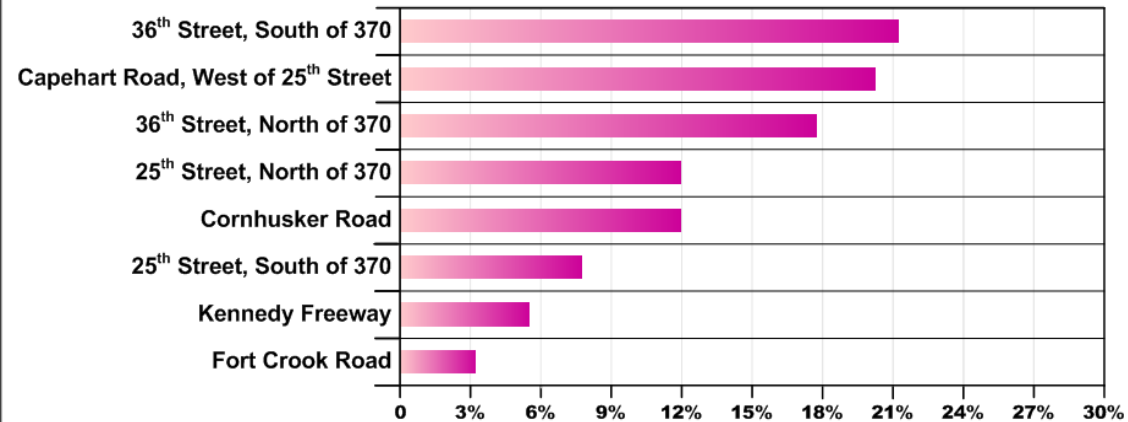
The first component of question 22 asked, “Which Bellevue roadway is in the *worst* condition?” The most popular answer, “36th Street, South of 370,” received 21.1 percent of the votes. “Capehart Road, West of 25th Street” was a close second, receiving 20 percent of the votes. The third most popular response, “36th Street, North of 370,” received 17.8 percent of the votes.

The second component of question 22 asked, “Which Bellevue roadway is in the *best* condition?” The most popular answer, “25th Street, South of 370,” received 29.9 percent of the votes. The second most popular answer, “25th Street, North of 370,” received 12.7 percent of the votes. “Cornhusker Road” and “Kennedy Freeway” tied for the third most popular answer. Each of these roadways received 10.2 percent of the votes.

TRANSPORTATION

n = 185

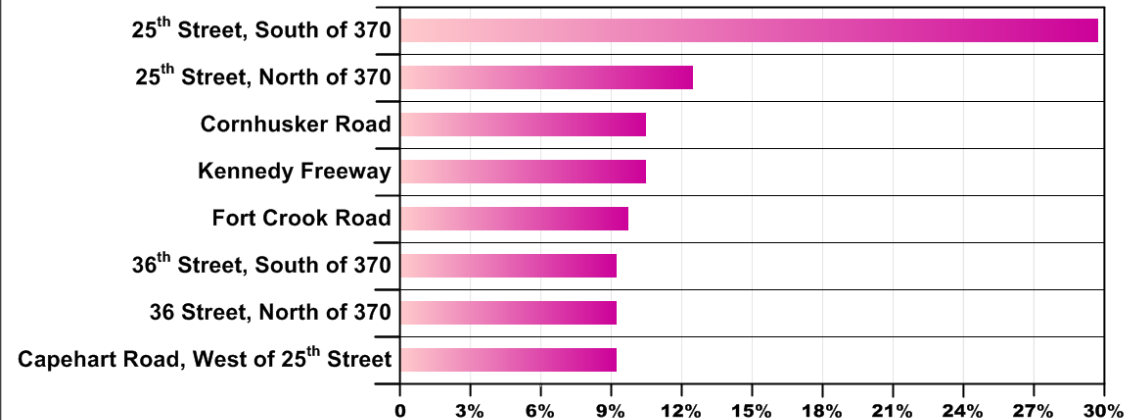
Which Bellevue roadway is in the *worst* condition?



TRANSPORTATION

n = 197

Which Bellevue roadway is in the *best* condition?



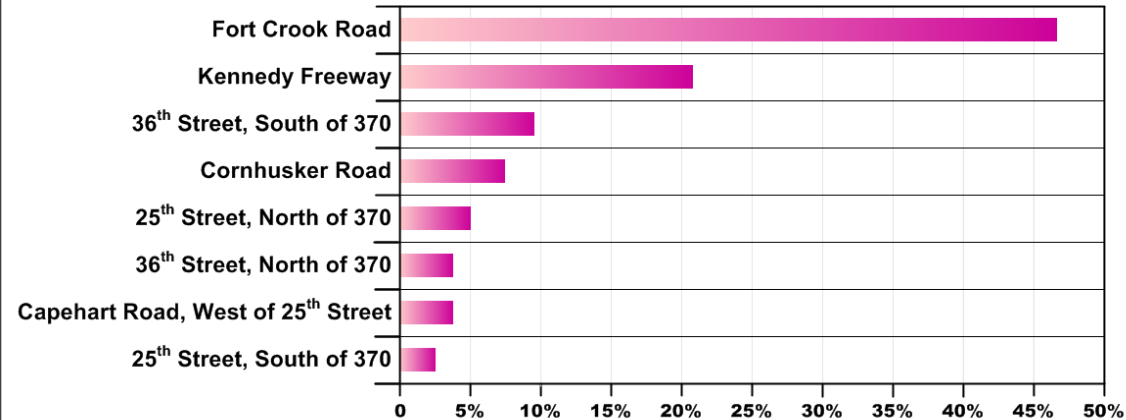
The first component of question 23 asked, "Which Bellevue roadway is the *most* congested?" "Capehart Road, West of 25th Street" was the most popular answer, receiving 21 percent of the total votes. "36th Street, North of 370" and "Cornhusker Road" were both the second most popular response. Each of these roadways received 17.7 percent of the total votes. The third most popular response, "36th Street, South of 370," received 14.9 percent of the total votes.

The second component of question 23 asked, "Which Bellevue roadway is the *least* congested?" The most popular answer, "Fort Crook Road," was the overwhelming favorite, garnering 46.7 percent of the total votes. "Kennedy Freeway" was the second most popular answer, receiving 20.7 percent of the total votes. The third most popular response, "36th Street, South of 370," received 9.8 percent of the votes.

TRANSPORTATION

n = 184

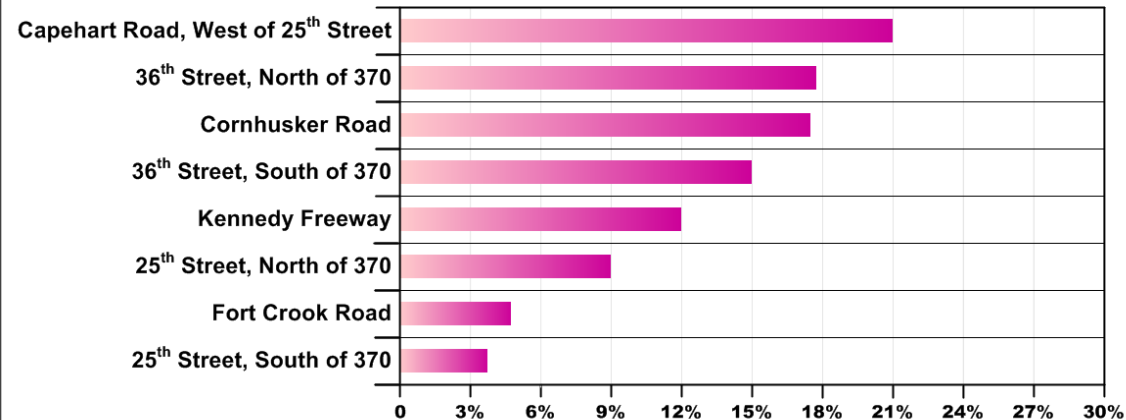
Which Bellevue roadway is the **least** congested?



TRANSPORTATION

n = 181

Which Bellevue roadway is the **most** congested?



Question 24 asked respondents, “What is the hardest place to travel to in Bellevue?” This was an open-ended question, and respondents were asked to provide their own answer. The open-ended nature of the question made it difficult to produce a standardized results summary. A wide variety of answers were provided, including the following:

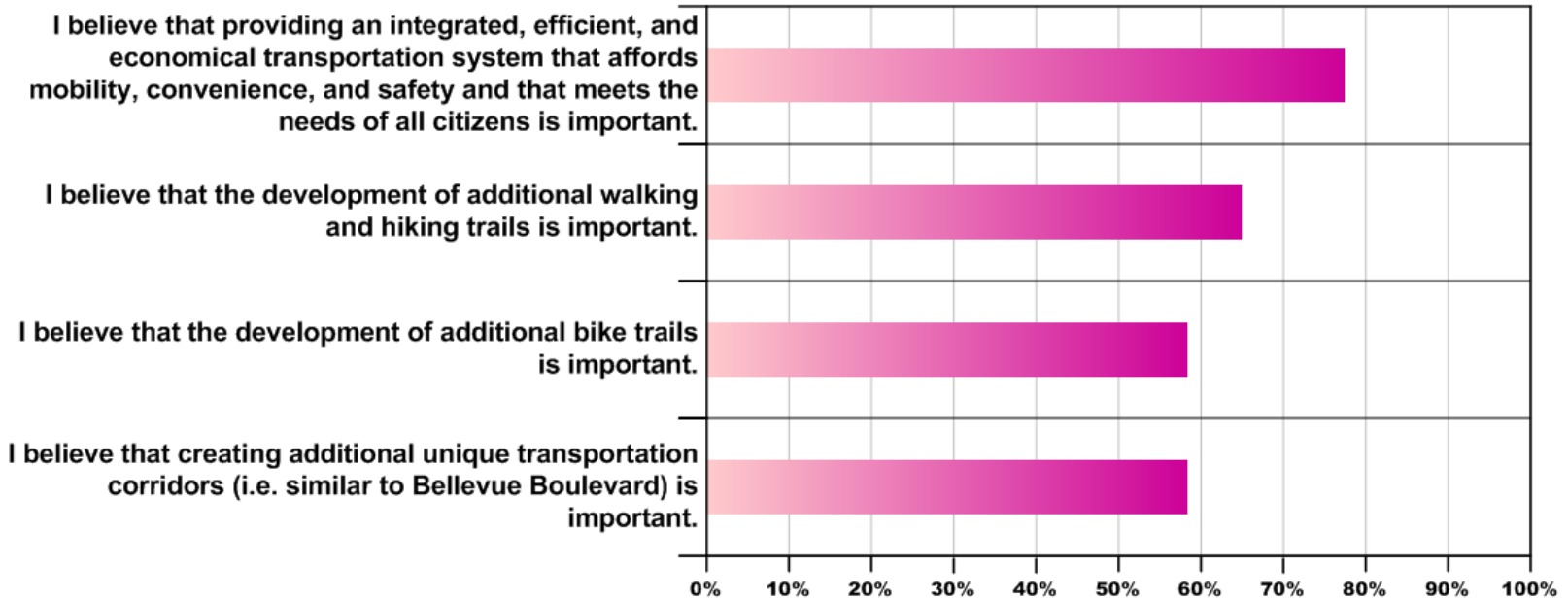
- “The hardest place to get out is Wolf Creek where Wal-Mart, Outback, IHOP, and Applebee’s is located.”
- “Olde Towne. There is no direct route.”
- “South on 36th Street at Capehart Road. The light backs up for those turning left. This intersection needs a left hand turn lane.”
- “Relatively, no place in Bellevue is hard to travel to.”
- “Cornhusker Road between 25th Street and Fort Crook Road. It’s a joke at 7:30am and between 3pm and 6:30pm weekdays at the light to turn at Bellevue West.”

Transportation Summary

The transportation section of the survey had four Likert-scale statements. The following graph displays each of those statements and identifies the percentage of respondents who answered either “Strongly Agree” or “Agree.” The statements are sorted in descending order.

TRANSPORTATION

Percentage of Respondents who Answered Either 'Strongly Agree' or 'Agree'



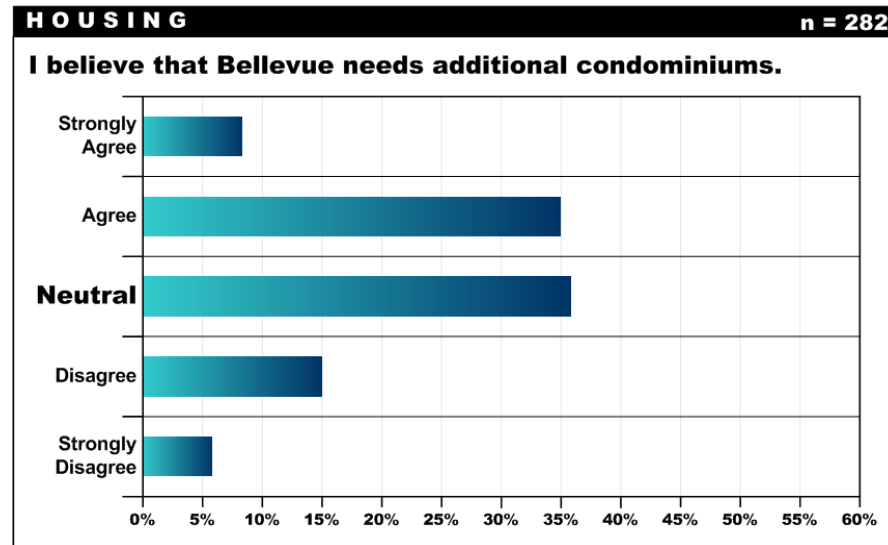
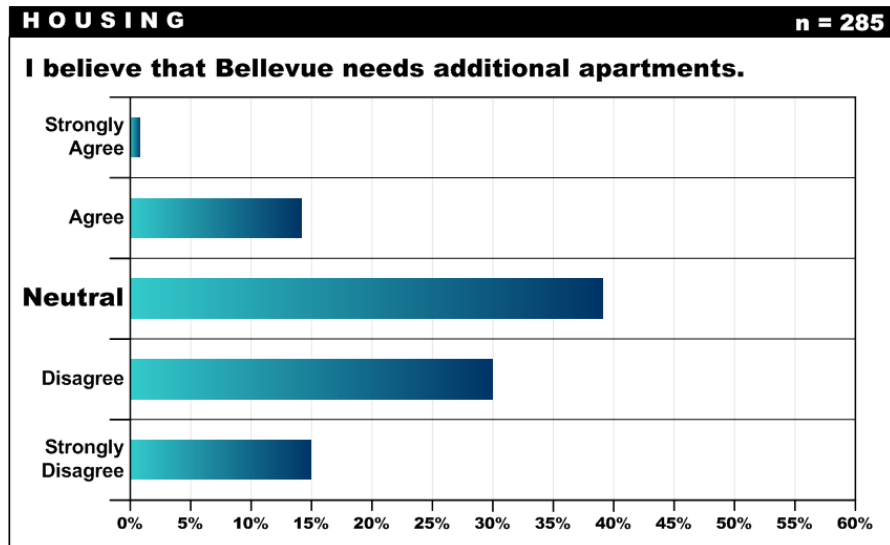
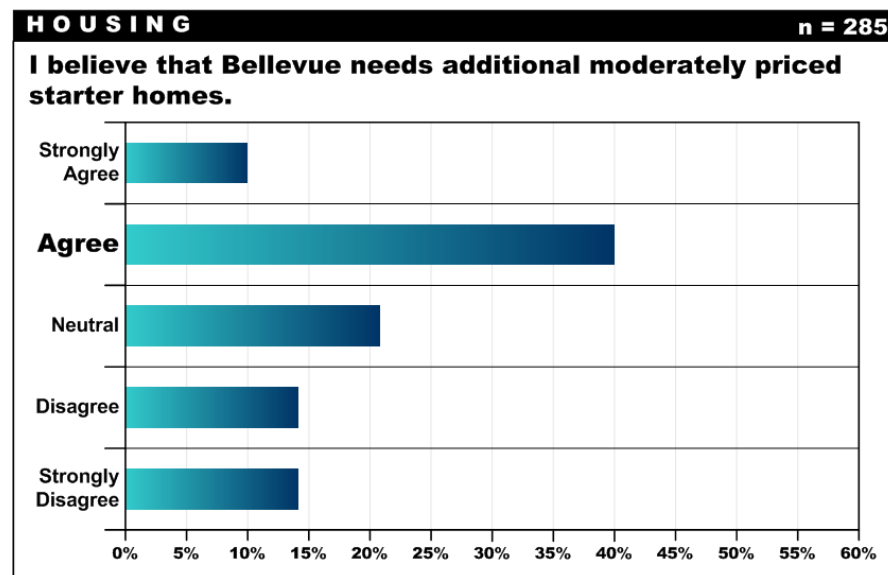
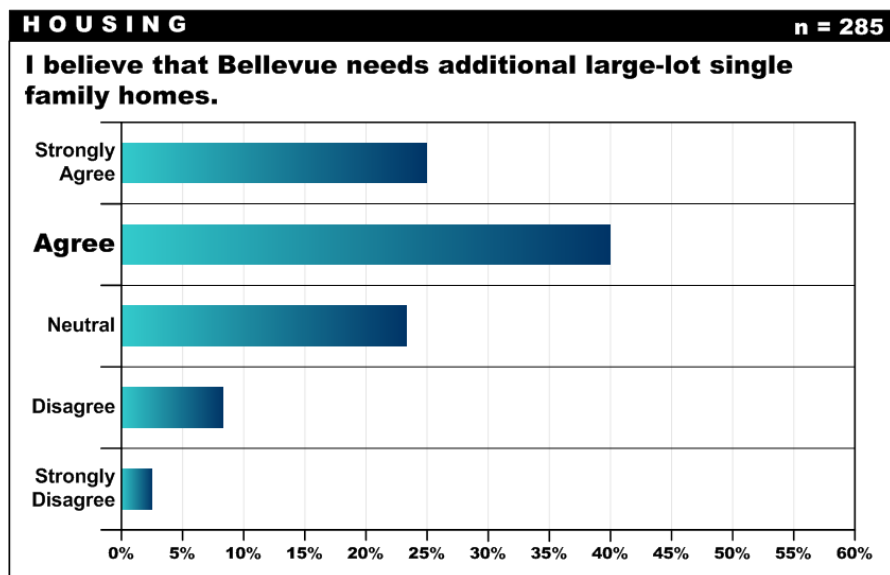
Housing

Question 25 asked respondents whether they agreed or disagreed with the following statement: “I believe that Bellevue needs additional large-lot single family homes.” The most popular response, “Agree,” was selected by 115 respondents, which accounted for 40.3 percent of the total votes. “Strongly Agree” was the second most popular selection, receiving 24.9 percent of the total votes. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 65.2 percent.

Question 26 asked respondents whether they agreed or disagreed with the following statement: “I believe that Bellevue needs additional moderately priced starter homes.” “Agree” was the most popular response. This selection received 40.3 percent of the total votes. The second most popular response, “Neutral,” received 20.7 percent of the total votes. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 51.2 percent.

Question 27 asked respondents whether they agreed or disagreed with the following statement: “I believe that Bellevue needs additional apartments.” Nearly 40 percent of the respondents selected “Neutral.” This was the most popular response. The second most popular response, “Disagree,” received 30.5 percent of the total votes. The percentage of respondents who rejected this statement by selecting either “Disagree” or “Strongly Disagree” was 45.6 percent.

Question 28 asked respondents whether they agreed or disagreed with the following statement: “I believe that Bellevue needs additional condominiums.” The most popular answer, “Neutral,” received 36.5 percent of the votes. The second most popular answer, “Agree,” received 34.4 percent of the votes. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 42.5 percent.

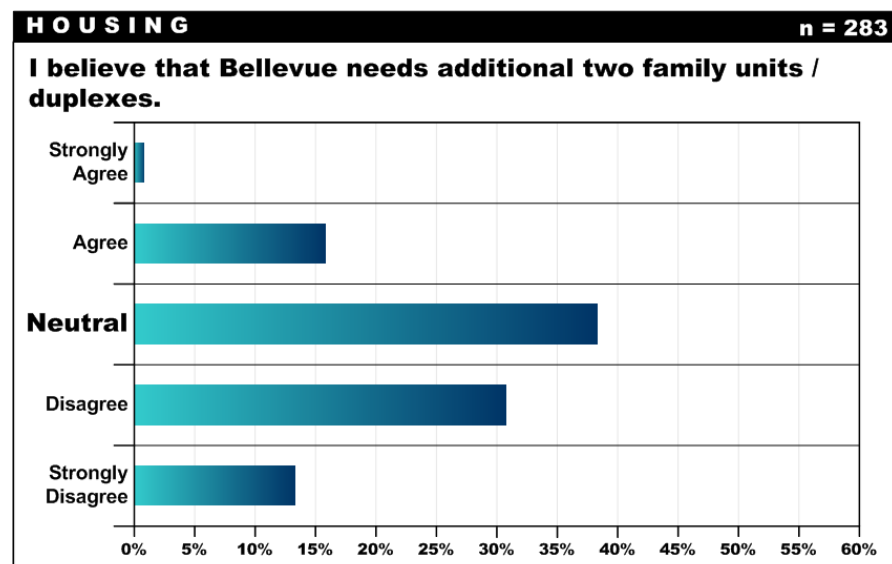
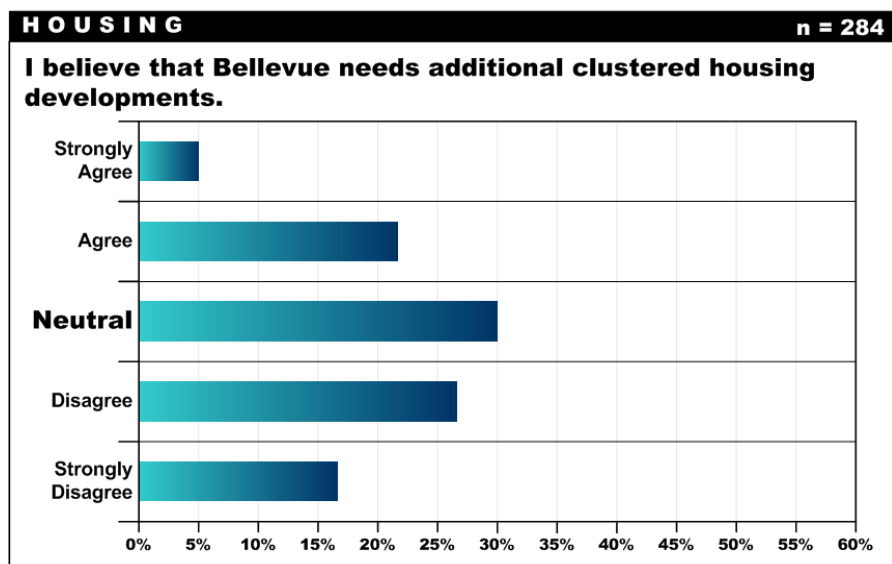
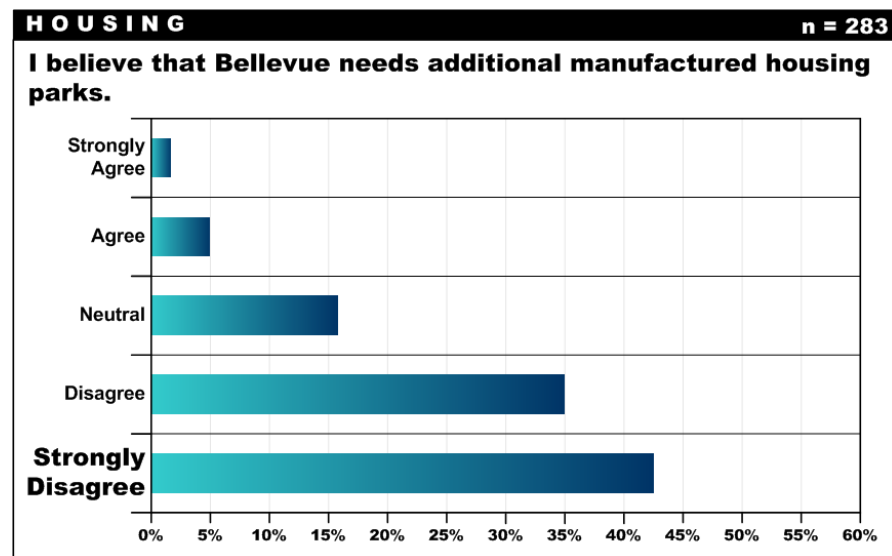
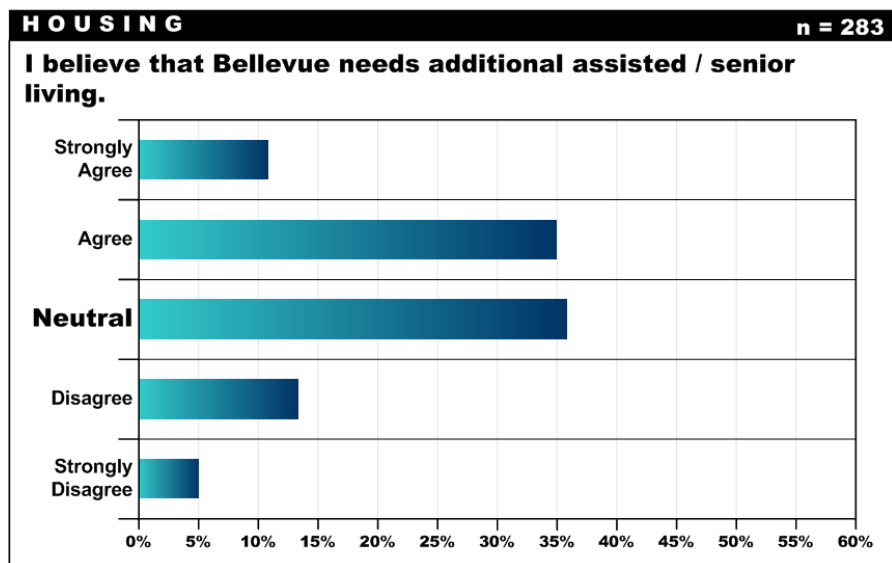


Question 29 asked respondents whether they agreed or disagreed with the following statement: “I believe that Bellevue needs additional assisted / senior living.” With 35.7 percent of the total votes, “Neutral” was the most popular selection. “Agree” was the second most popular response, earning 35.3 percent of the total votes. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 46.2 percent.

Question 30 asked respondents whether they agreed or disagreed with the following statement: “I believe that Bellevue needs additional manufactured housing parks.” “Strongly Disagree” was the most popular response, receiving 42.4 percent of the total votes. “Disagree” was the second most popular response; it received 34.9 percent of the total votes. The percentage of respondents who rejected this statement by selecting either “Disagree” or “Strongly Disagree” was 77.3 percent.

Question 31 asked respondents whether they agreed or disagreed with the following statement: “I believe that Bellevue needs additional clustered housing developments.” The most popular response, “Neutral,” received 30.9 percent of the total votes. The second most popular response, “Disagree,” received 26.4 percent of the total votes. The percentage of respondents who rejected this statement by selecting either “Disagree” or “Strongly Disagree” was 42.6 percent.

Question 32 asked respondents whether they agreed or disagreed with the following statement: “I believe that Bellevue needs additional two family units / duplexes.” “Neutral,” the most popular selection, received 38.2 percent of the votes. “Disagree,” the second most popular selection, received 31.4 percent of the votes. The percentage of respondents who rejected this statement by selecting either “Disagree” or “Strongly Disagree” was 45.2 percent.

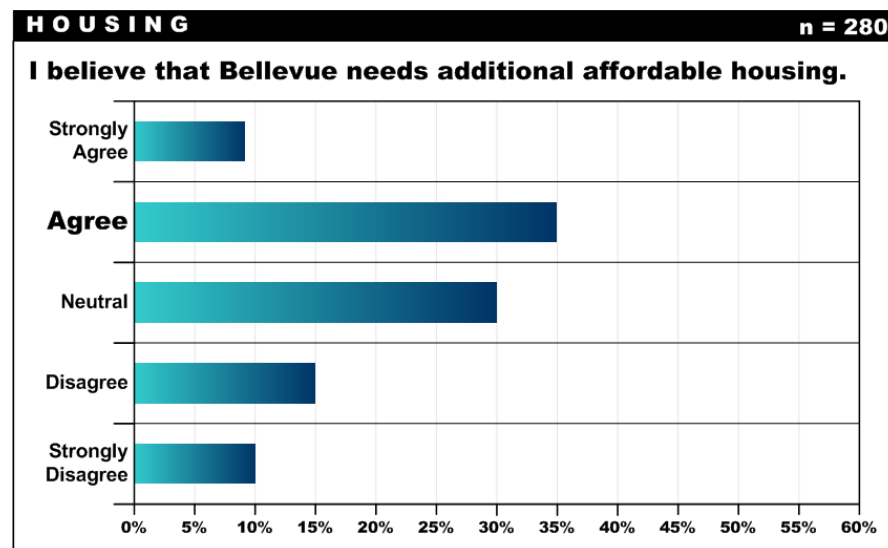
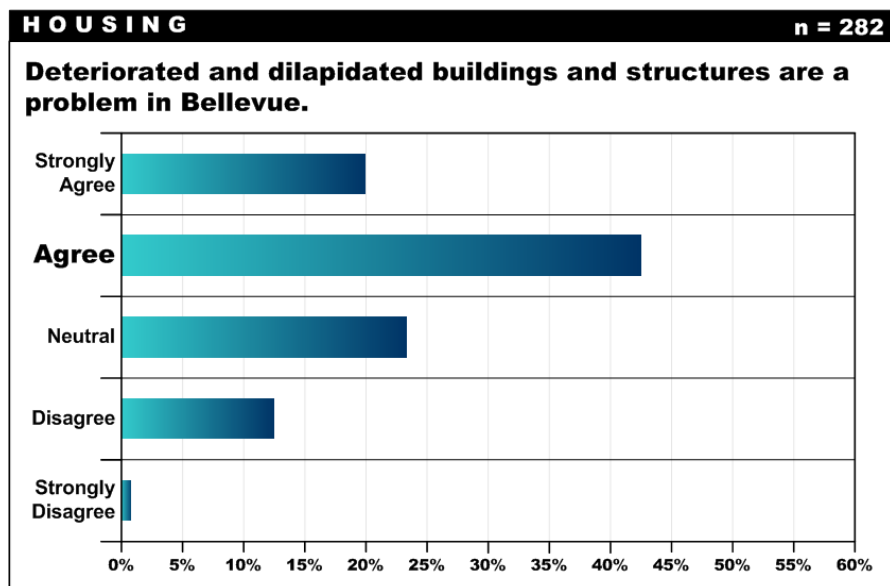
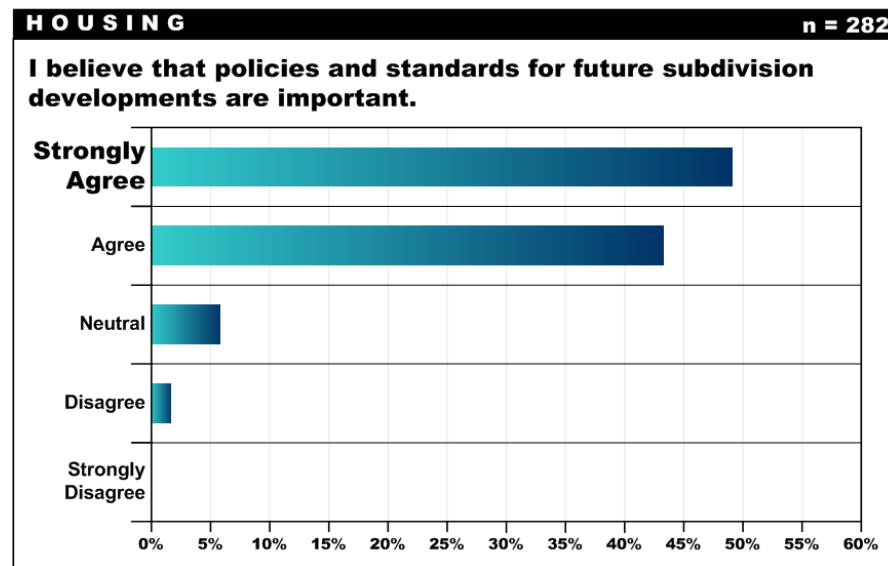
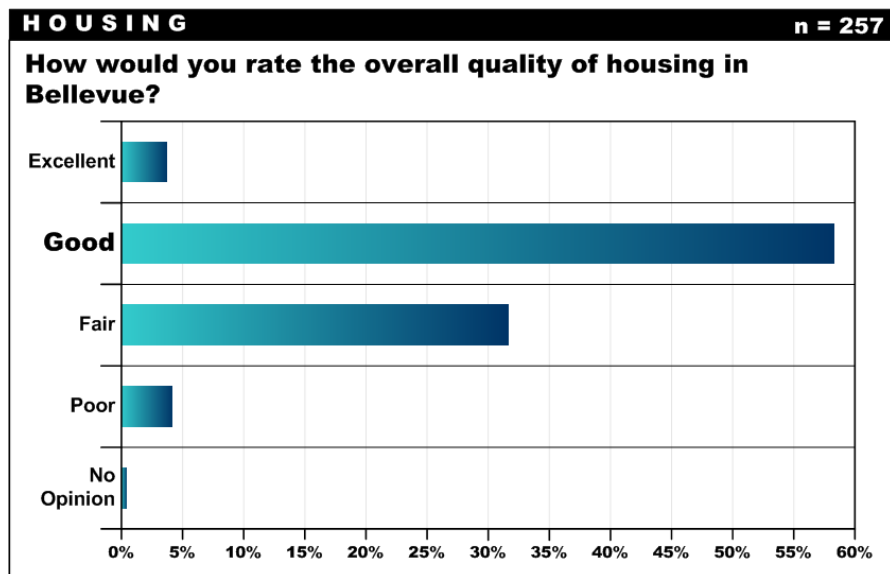


Question 33 asked, “How would you rate the overall quality of housing in Bellevue?” The most popular answer, “Good,” received 58.7 percent of the votes. The second most popular answer, “Fair,” received 32.3 percent of the votes. The third most popular answer, “Poor,” received 4.3 percent of the votes. “Excellent” received 3.9 percent, and “No Opinion” received less than 1 percent of the votes.

Question 34 asked respondents whether they agreed or disagreed with the following statement: “I believe that policies and standards for future subdivision developments are important.” “Strongly Agree” was the most popular response. This selection accounted for 48.6 percent of the total votes. “Agree” was the second most popular response, receiving 43.9 percent of the responses. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 92.5 percent.

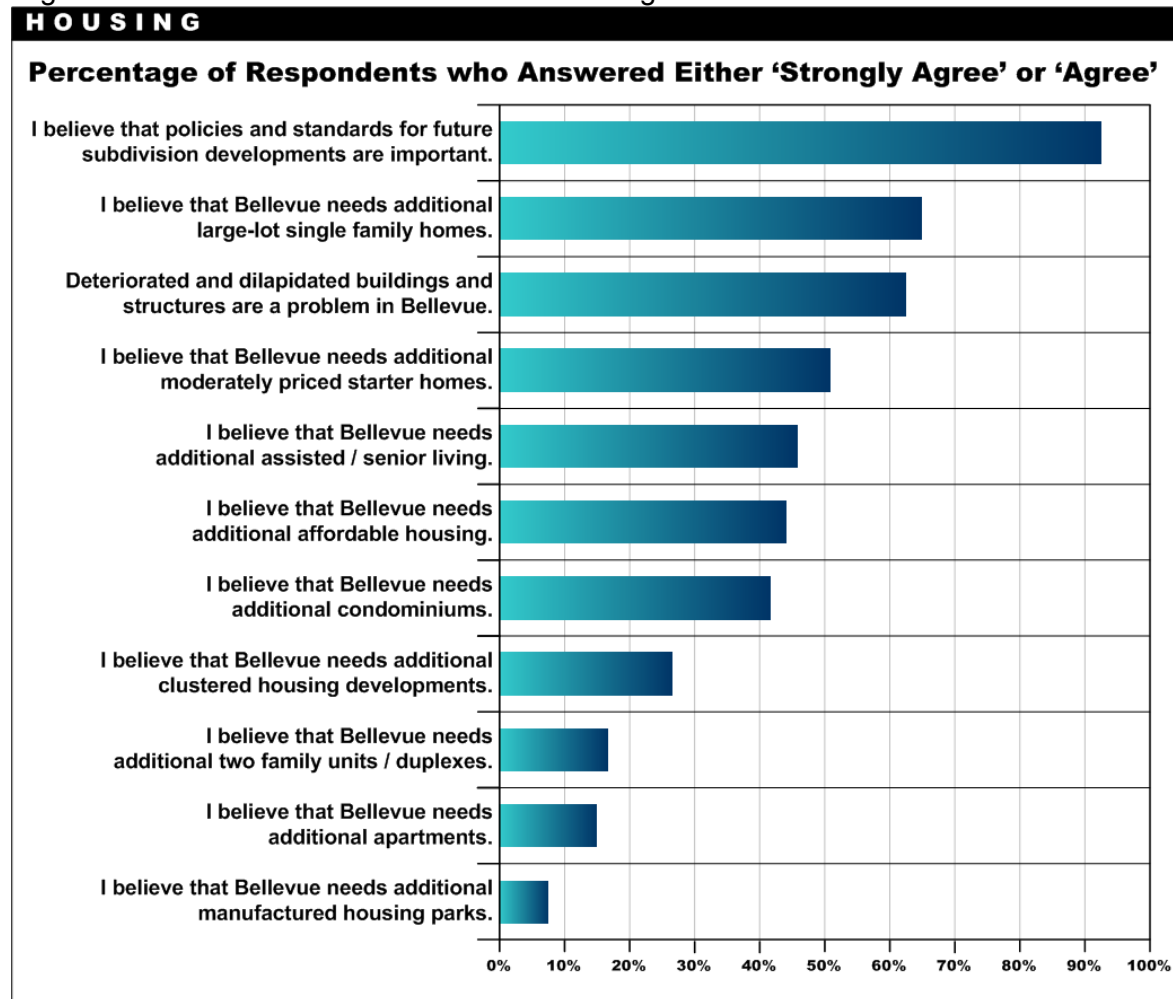
Question 35 asked respondents whether they agreed or disagreed with the following statement: “Deteriorated and dilapidated buildings and structures are a problem in Bellevue.” The most popular answer, “Agree,” received 42.9 percent of the votes. The second most popular answer, “Neutral,” received 23.7 percent. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 62.4 percent.

Question 36 asked respondents whether they agreed or disagreed with the following statement: “I believe that Bellevue needs additional affordable housing.” “Agree” was the most popular answer, receiving 35.3 percent of the votes. “Neutral” was the second most popular response; it received 30.7 percent of the votes. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 44.2 percent.



Housing Summary

The housing section of the survey had 11 Likert-scale statements. The following graph displays each of these statements and identifies the percentage of respondents who answered “Strongly Agree” or “Agree.” The statements are sorted in descending order.



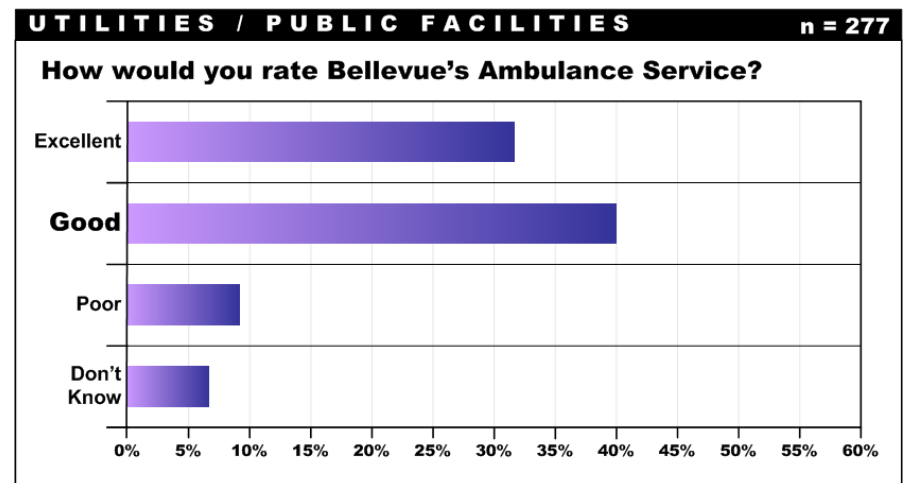
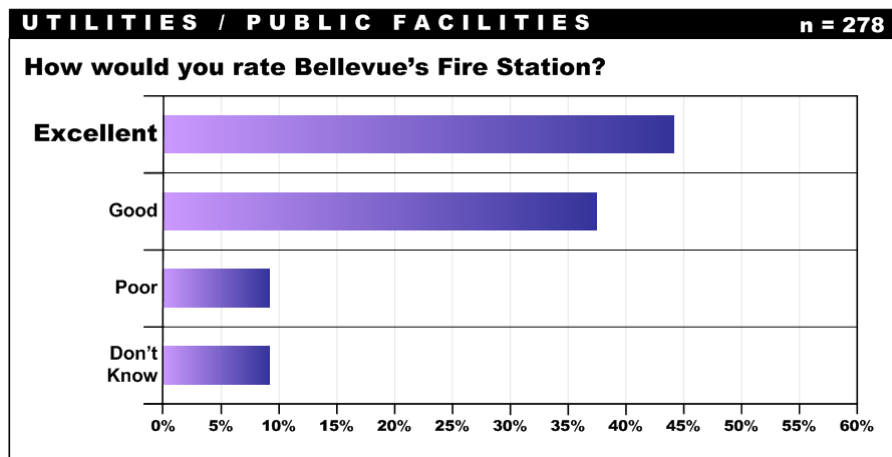
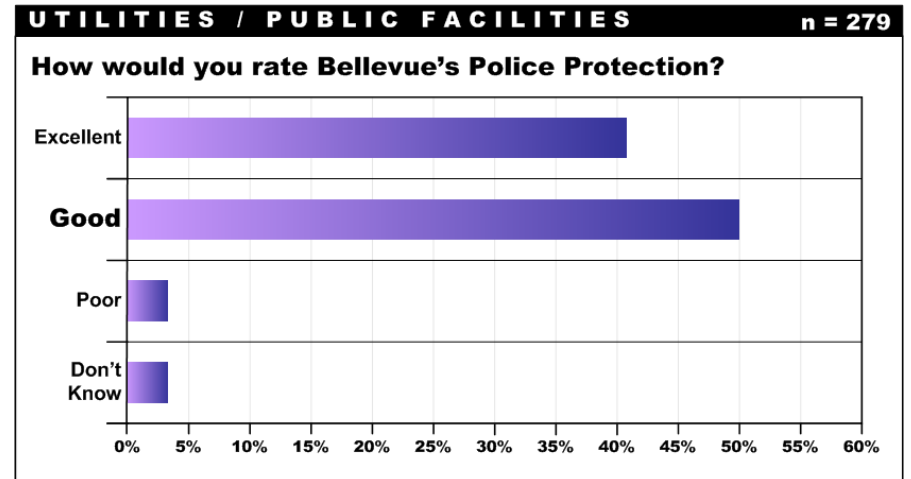
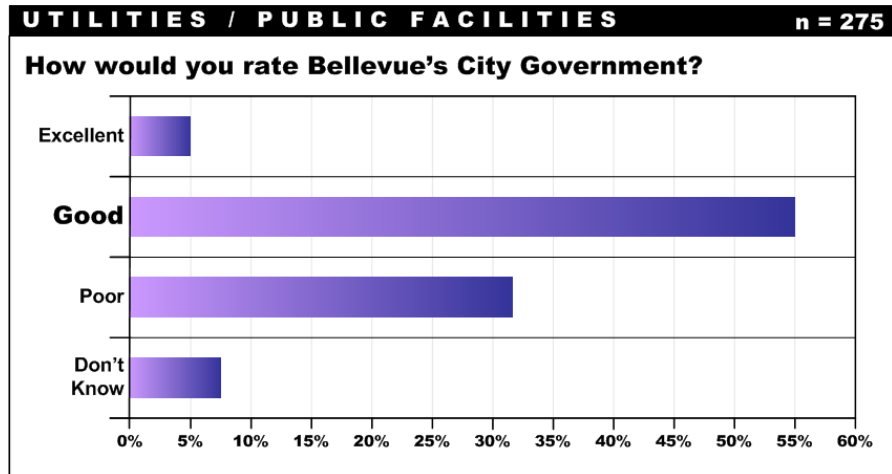
Utilities and Public Facilities

Question 37a asked respondents, “How would you rate Bellevue’s City Government?” More than 55 percent of the respondents rated the city government as “Good,” 31.9 percent rated it as “Poor,” 7.6 percent selected “Don’t Know,” and 5.4 percent rated city government as “Excellent.”

Question 37b asked respondents, “How would you rate Bellevue’s Police Protection?” The most popular answer, “Good,” was selected by 50.5 percent of the respondents. The second most popular answer, “Excellent,” was selected by 41.6 percent of respondents. “Poor” received 3.9 percent of the votes, and “Don’t Know” also received 3.9 percent of the votes.

Question 37c asked respondents, “How would you rate Bellevue’s Fire Station?” “Excellent” was the most popular answer, receiving 44.2 percent of the votes. “Good” was the second most popular response; it received 38.5 percent of the votes. “Poor” received 8.6 percent of the votes, and “Don’t Know” also received 8.6 percent of the votes.

Question 37d asked respondents, “How would you rate Bellevue’s Ambulance Service?” The most popular answer, “Good,” accounted for 40 percent of the votes. The second most popular answer, “Excellent,” received 32.8 percent of the votes. “Don’t Know” received 20.9 percent of the votes, and “Poor” received 6.1 percent of the votes.

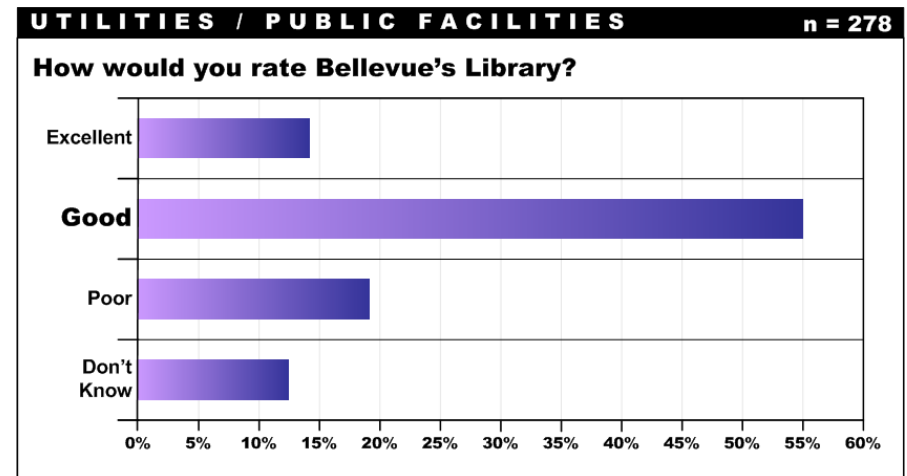
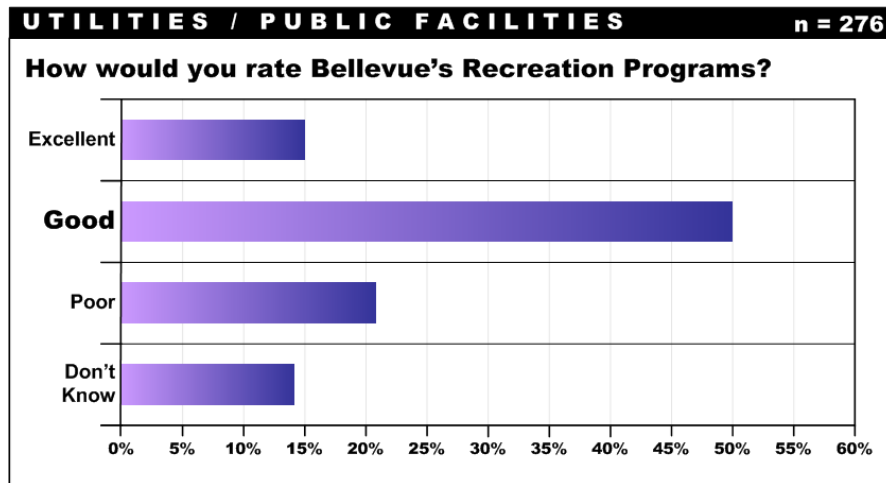
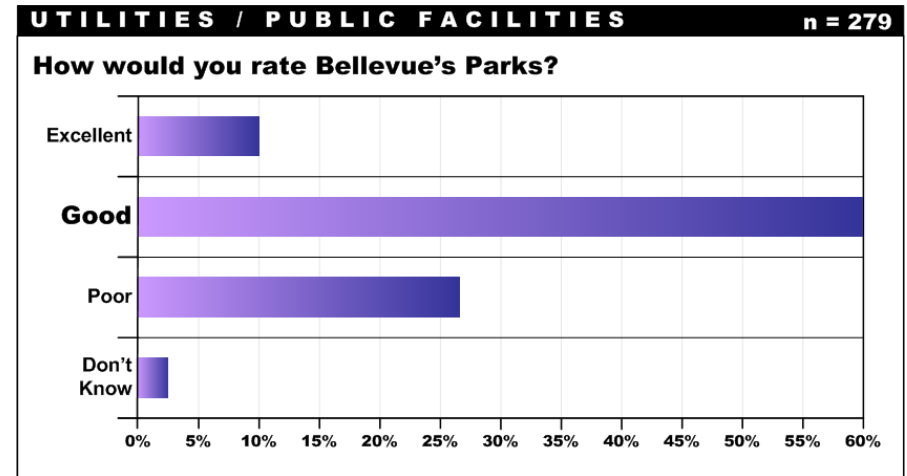
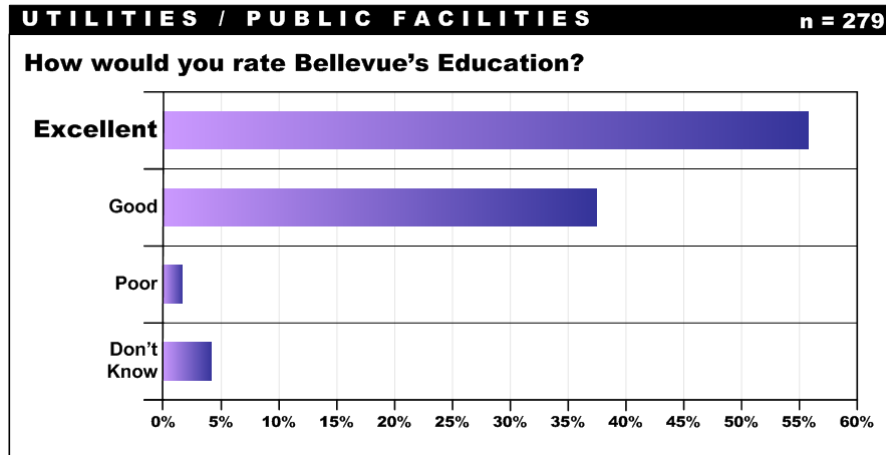


Question 37e asked respondents, “How would you rate Bellevue’s Education?” “Excellent” was the most popular answer, receiving 55.9 percent of the votes. “Good” was the second most popular response; it received 37.9 percent of the votes. “Don’t Know” received 4.3 percent of the votes, and “Poor” received 1.8 percent of the votes.

Question 37f asked respondents, “How would you rate Bellevue’s Parks?” The most popular answer, “Good,” accounted for 60.9 percent of the votes. The second most popular answer, “Poor,” received 26.9 percent of the votes. “Excellent” received 9.7 percent of the votes, and “Don’t Know” received 2.5 percent of the votes.

Question 37g asked respondents, “How would you rate Bellevue’s Recreation Programs?” “Good” was the most popular answer, receiving 49.3 percent of the votes. “Poor” was the second most popular answer; it received 27.1 percent of the votes. “Excellent” received 14.5 percent of the votes, and “Don’t Know” also received 14.5 percent of the votes.

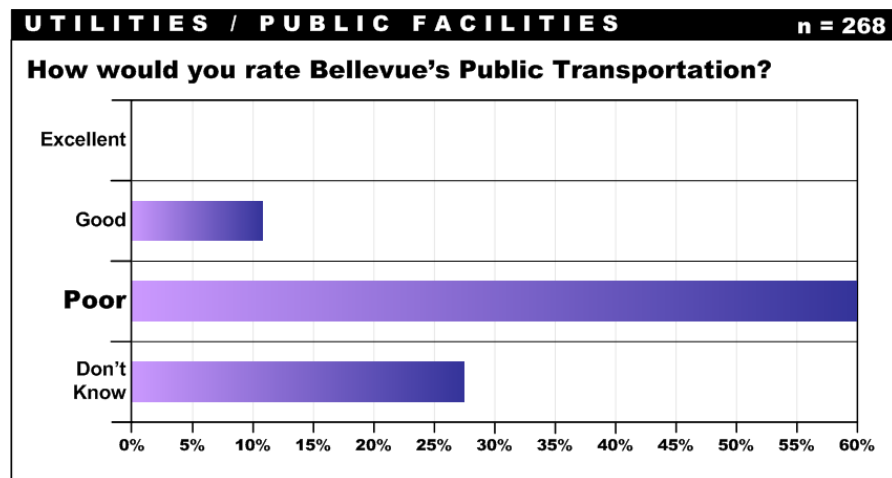
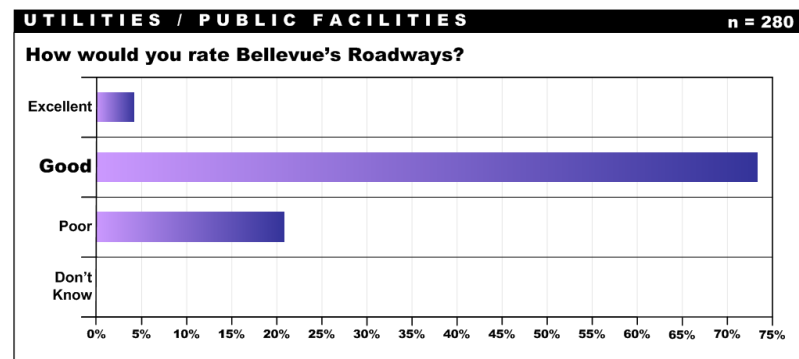
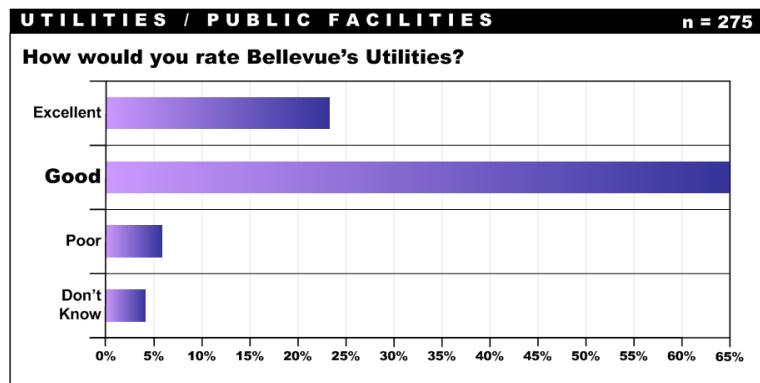
Question 37h asked respondents, “How would you rate Bellevue’s Library?” The most popular response, “Good,” received 54.7 percent of the votes. The second most popular response, “Poor,” received 18.7 percent of the votes. “Excellent” received 14 percent of the votes, and “Don’t Know” received 12.6 percent of the votes.



Question 37i asked respondents, “How would you rate Bellevue’s Utilities?” “Good” was the most popular response, receiving 66.5 percent of the votes. “Excellent” was the second most popular response; it received 23.3 percent of the votes. “Poor” received 5.8 percent of the votes, and “Don’t Know” received 4.4 percent of the votes.

Question 37j asked respondents, “How would you rate Bellevue’s Roadways?” The most popular answer, “Good,” accounted for 73.9 percent of the votes. The second most popular response, “Poor,” accounted for 21 percent of the votes. “Excellent” received 4.6 percent of the votes, and “Don’t Know” received 0.3 percent of the votes.

Question 37k asked respondents, “How would you rate Bellevue’s Public Transportation?” “Poor” was the most common response, receiving 60.4 percent of the votes. “Don’t Know” was the second most popular response; it received 27.9 percent of the votes. “Good” was the least popular response, receiving 11.6 percent of the votes.



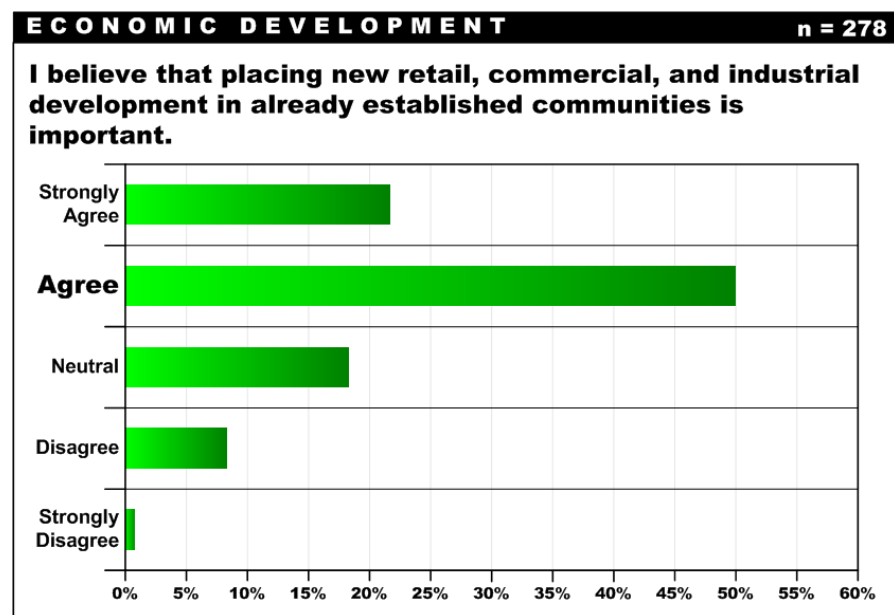
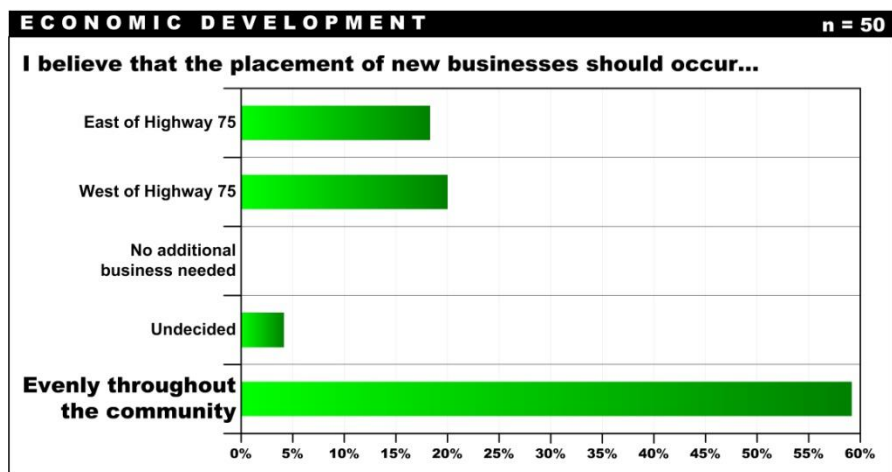
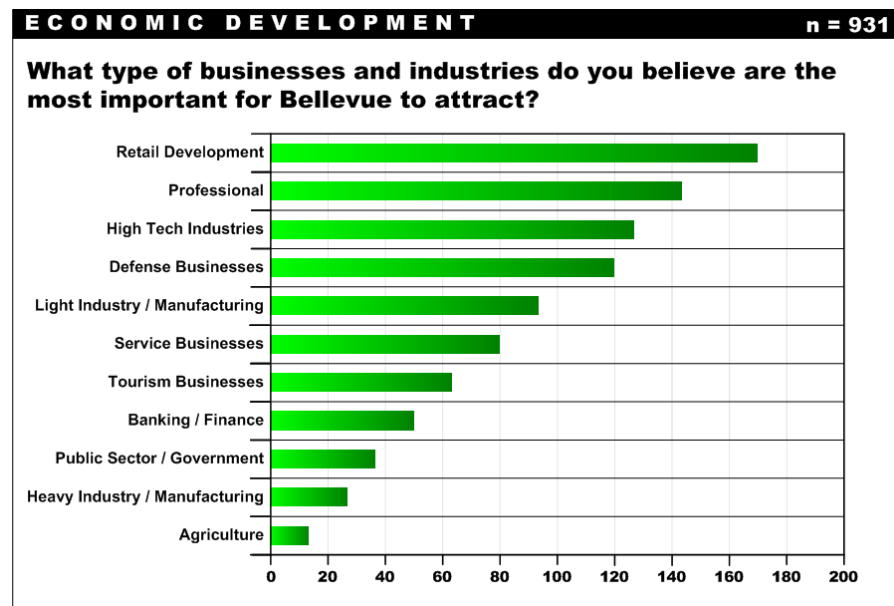
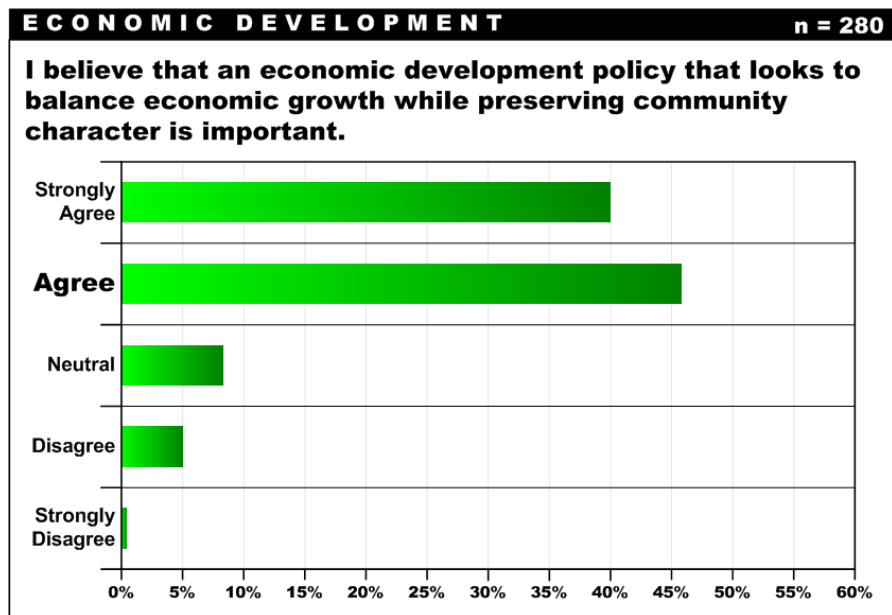
Economic Development

Question 38 asked respondents whether they agreed or disagreed with the following statement: "I believe that an economic development policy that looks to balance economic growth while preserving community character is important." The most popular answer, "Agree," was selected by 45.9 percent of respondents. The second most popular answer, "Strongly Agree," was selected by 40.2 percent of respondents. The percentage of respondents who accepted this statement by selecting either "Agree" or "Strongly Agree" was 86.1 percent.

Question 39 asked respondents, "What type[s] of businesses and industries do you believe are the most important for Bellevue to attract?" "Retail Development" was the most popular response, receiving 174 votes. "Professional" was the second most popular response; it received 145 votes. "High Tech Industries" was the third most popular response, receiving 129 votes. "Defense Businesses" was the fourth most popular response, receiving 123 votes.

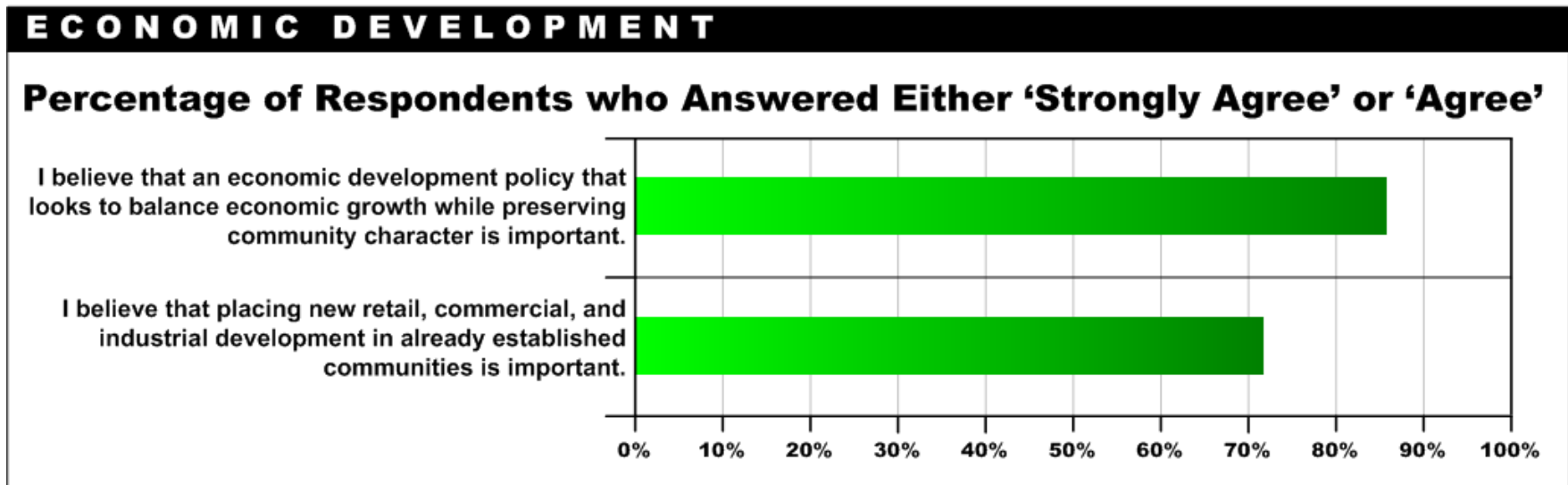
Question 40 asked respondents, "I believe that the placement of new businesses should occur..." The most popular answer, "Evenly throughout the community," received 58 percent of the votes. The second most popular answer, "West of Highway 75," received 20 percent of the votes. The third most popular response, "East of Highway 75," received 18 percent of the votes. Four percent of the respondents answered "Undecided." No respondents selected "No additional businesses needed."

Question 41 asked respondents whether they agreed or disagreed with the following statement: "I believe that placing new retail, commercial, and industrial development in already established communities is important." "Agree" was the most popular response, receiving 50 percent of the votes. "Strongly Agree" was the second most popular response; it received 21.6 percent of the votes. If we combine the percentages of respondents who answered "Strongly Agree" or "Agree," we find that 71.6 percent of all respondents accepted this statement.



Economic Development Summary

The economic development section of the survey had two Likert-scale statements. The following graph displays both of these statements and identifies the percentage of respondents who answered “Strongly Agree” or “Agree.” The statements are sorted in descending order.



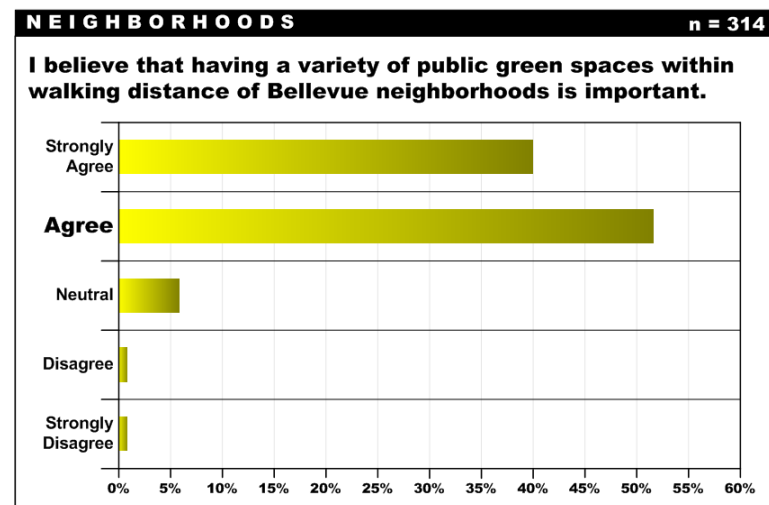
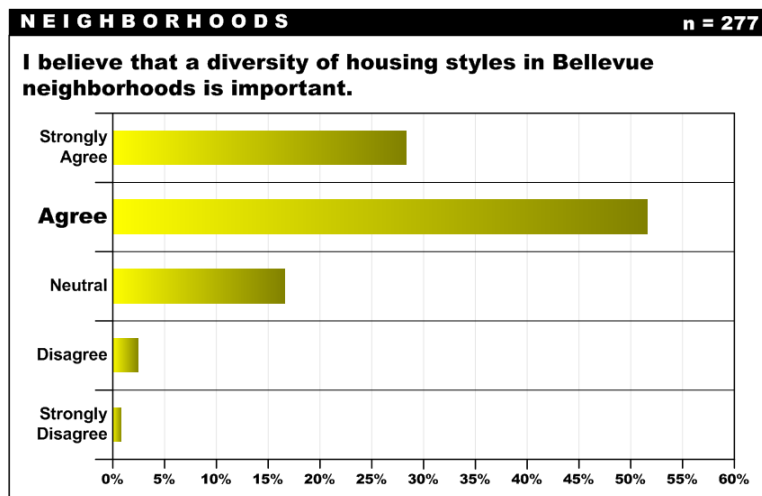
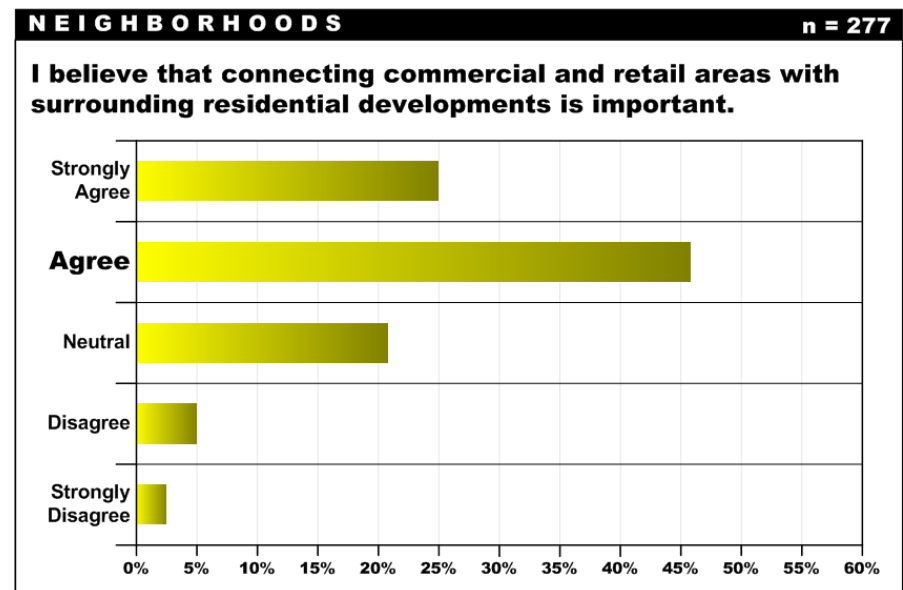
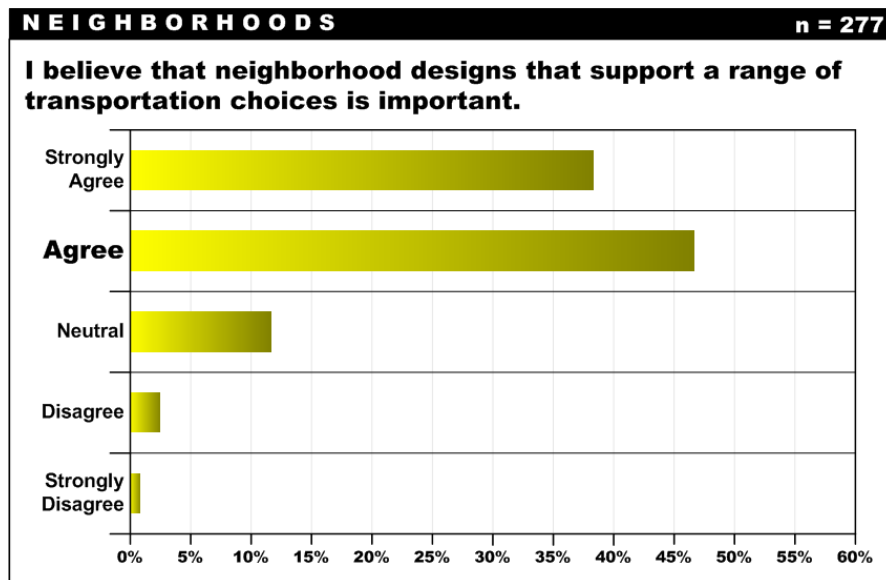
Neighborhoods

Question 42 asked respondents whether they agreed or disagreed with the following statement: “I believe that neighborhood designs that support a range of transportation choices is important. For example, the ability to walk to school and the local grocery store, or having close access to bike trails.” The most popular response, “Agree,” was selected by 46.6 percent of respondents. The second most popular response, “Strongly Agree,” was selected by 38.6 percent of respondents. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 85.2 percent.

Question 43 asked respondents whether they agreed or disagreed with the following statement: “I believe that connecting commercial and retail areas with surrounding residential developments is important.” “Agree,” the most popular response, was selected by 45.8 percent of respondents. “Strongly Agree,” the second most popular response, was selected by 24.9 percent of respondents. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 70.7 percent.

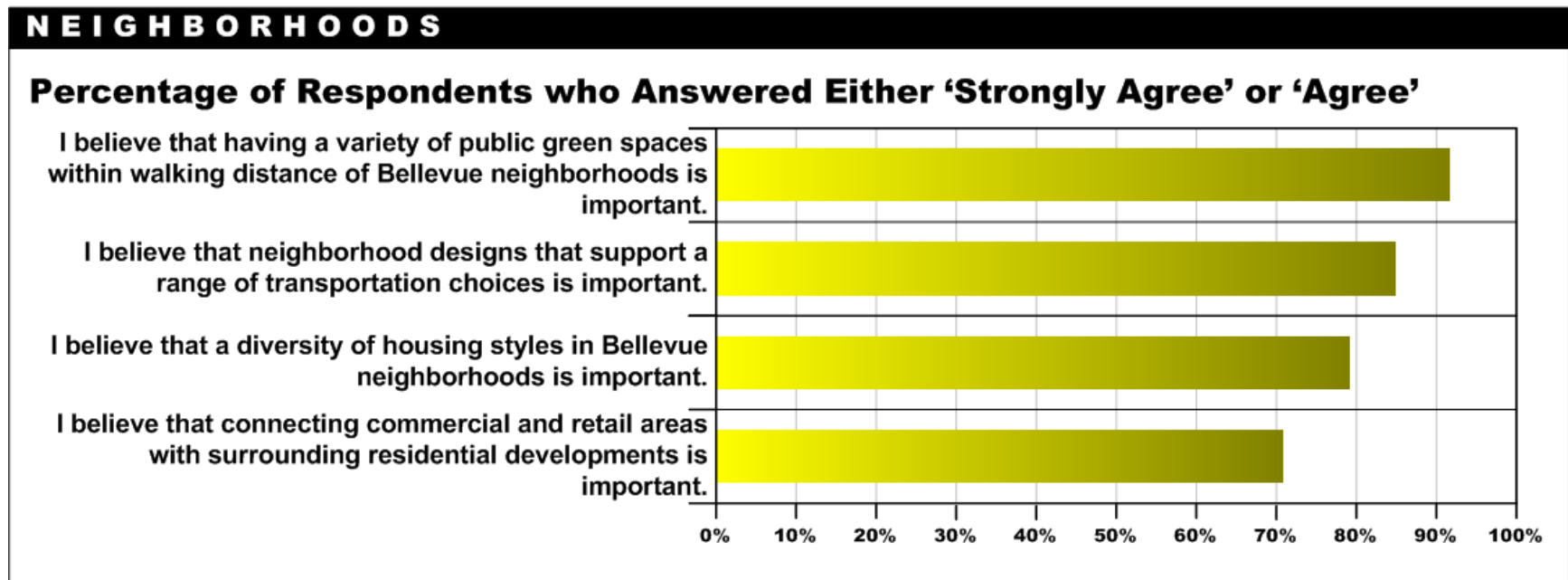
Question 44 asked respondents whether they agreed or disagreed with the following statement: “I believe that a diversity of housing styles in Bellevue neighborhoods is important.” The most popular response, “Agree,” was selected by 51.3 percent of the respondents. The second most popular response, “Strongly Agree,” was selected by 28.5 percent of the respondents. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 79.8 percent.

Question 45 asked respondents whether they agreed or disagreed with the following statement: “I believe that having a variety of public green spaces within walking distance of Bellevue neighborhoods is important.” “Agree” was the most popular selection, receiving 51.6 percent of the votes. “Strongly Agree” was the second most popular response; it received 40.1 percent of the votes. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 91.7 percent.



Neighborhood Summary

The neighborhood section of the survey had four Likert-scale statements. The following graph displays each of these statements and identifies the percentage of respondents who answered either “Strongly Agree” or “Agree.” The statements are sorted in descending order.



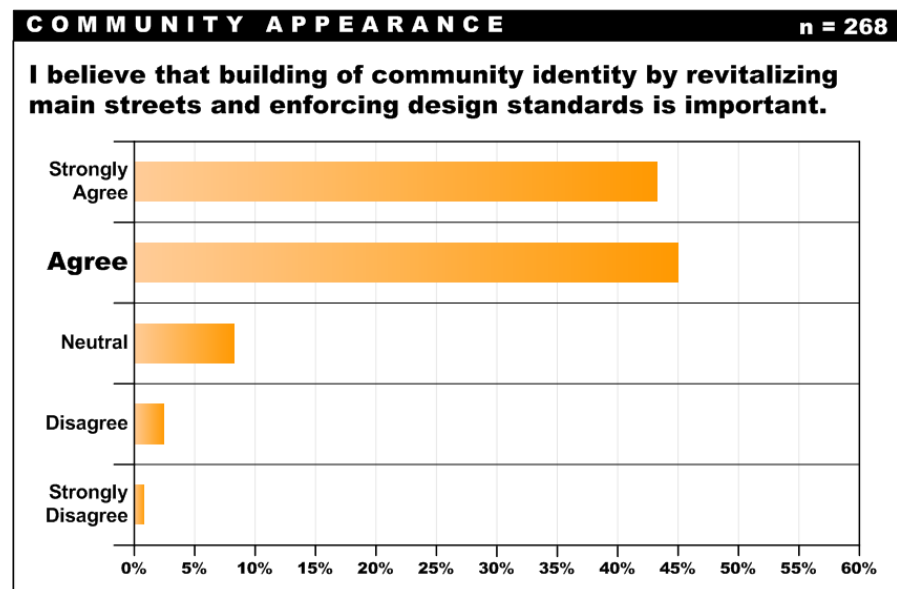
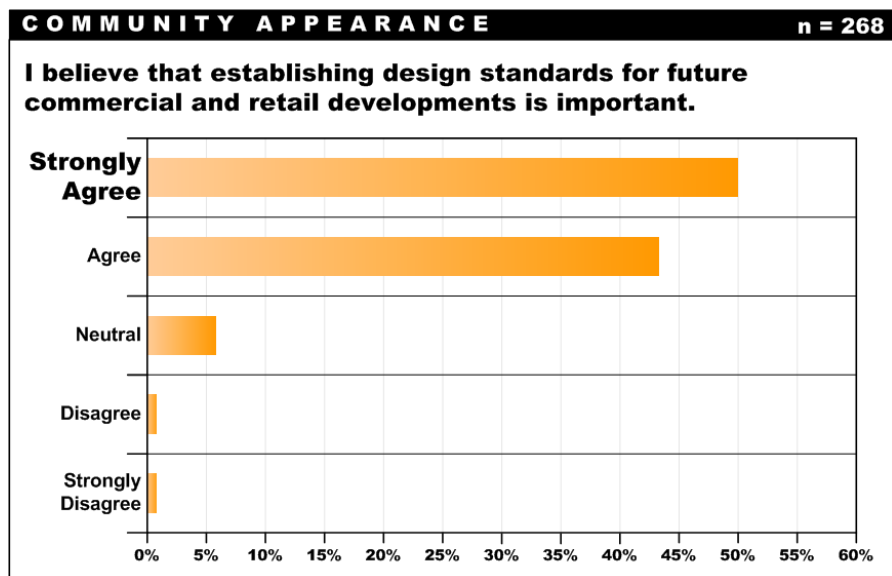
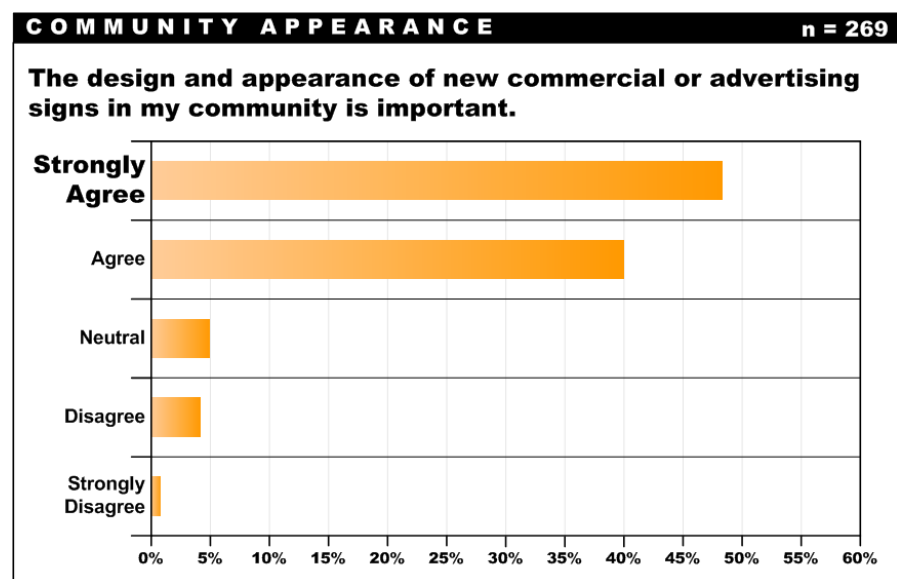
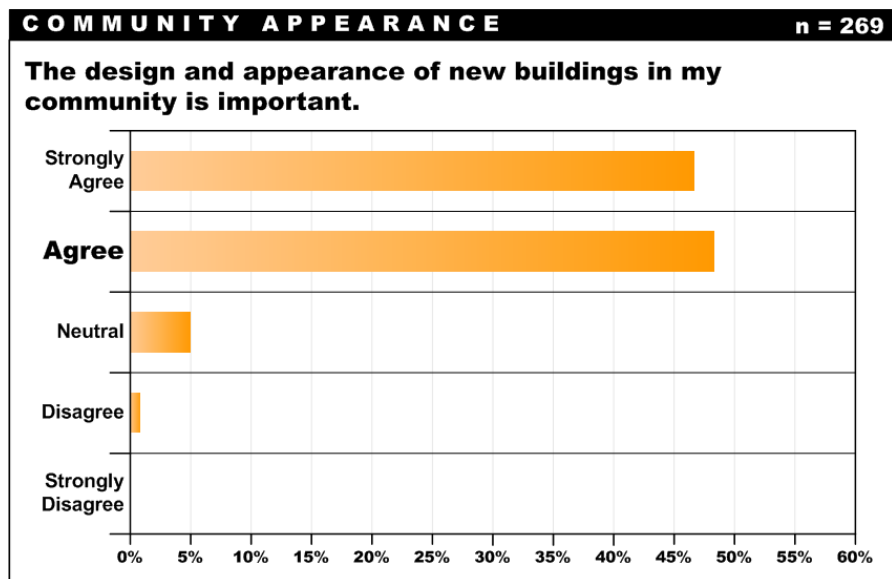
Community Appearance

Question 46 asked respondents whether they agreed or disagreed with the following statement: “The design and appearance of new buildings in my community is important.” The most popular response, “Agree,” received 47.2 percent of the votes. The second most popular response, “Strongly Agree,” was selected by 46.1 percent of the votes. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 93.3 percent.

Question 47 asked respondents whether they agreed or disagreed with the following statement: “The design and appearance of new commercial or advertising signs in my community is important.” “Strongly Agree” was the most popular response, receiving 48.7 percent of the votes. “Agree” was the second most popular response; it received 40.9 percent of the votes. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 89.6 percent.

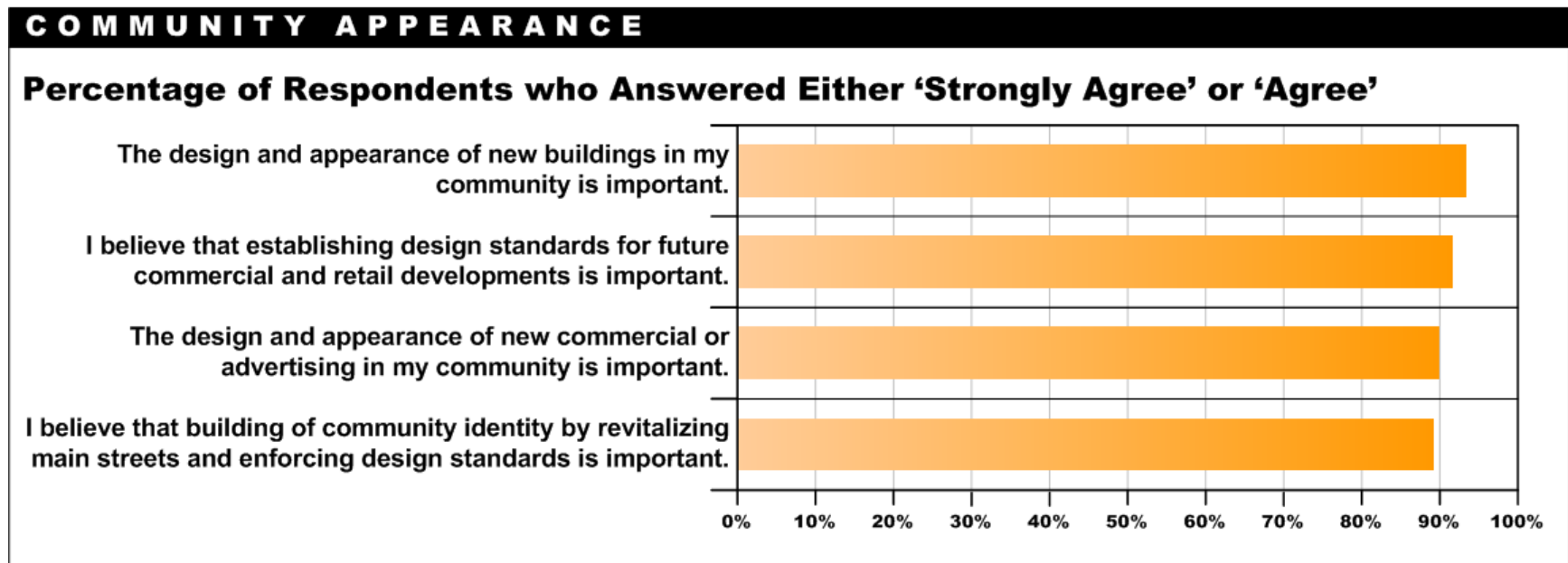
Question 48 asked respondents whether they agreed or disagreed with the following statement: “I believe that establishing design standards for future commercial and retail developments is important.” The most popular answer, “Strongly Agree,” received 49.2 percent of the votes. The second most popular answer, “Agree,” received 43.3 percent of the votes. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 92.5 percent.

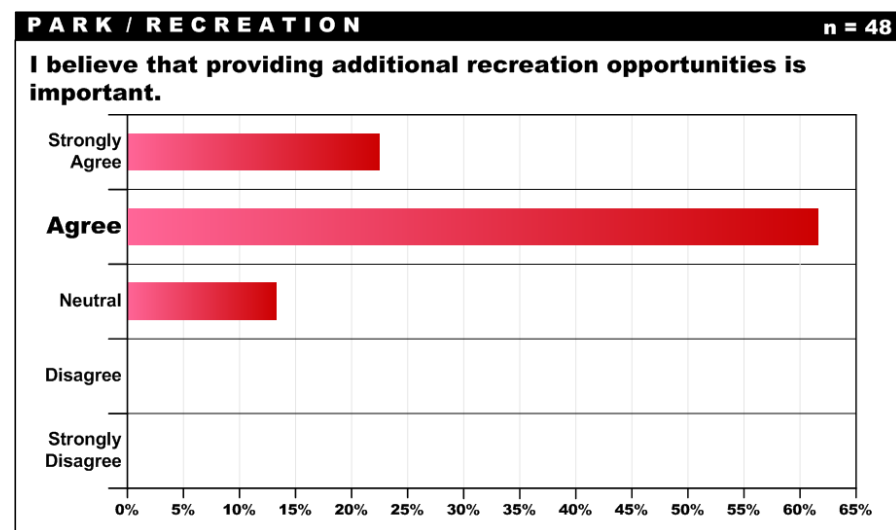
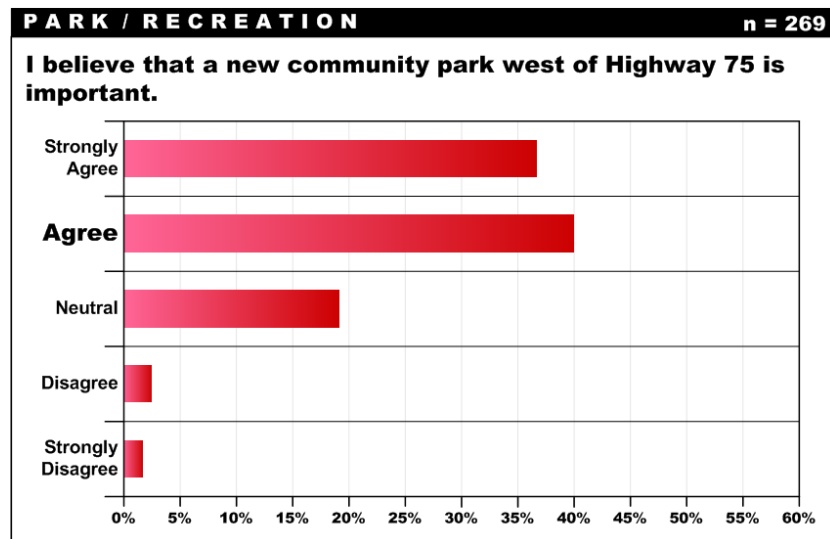
Question 49 asked respondents whether they agreed or disagreed with the following statement: “I believe that building of community identity by revitalizing main streets and enforcing design standards is important.” “Agree” was the most popular answer, receiving 45.1 percent of the votes. “Strongly Agree” was the second most popular response; it received 43.3 percent of the votes. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 88.4 percent.



Community Appearance Summary

The community appearance section of the survey had four Likert-scale statements. The following graph displays each of these statements and identifies the percentage of respondents who answered either “Strongly Agree” or “Agree.” The statements are sorted in descending order.



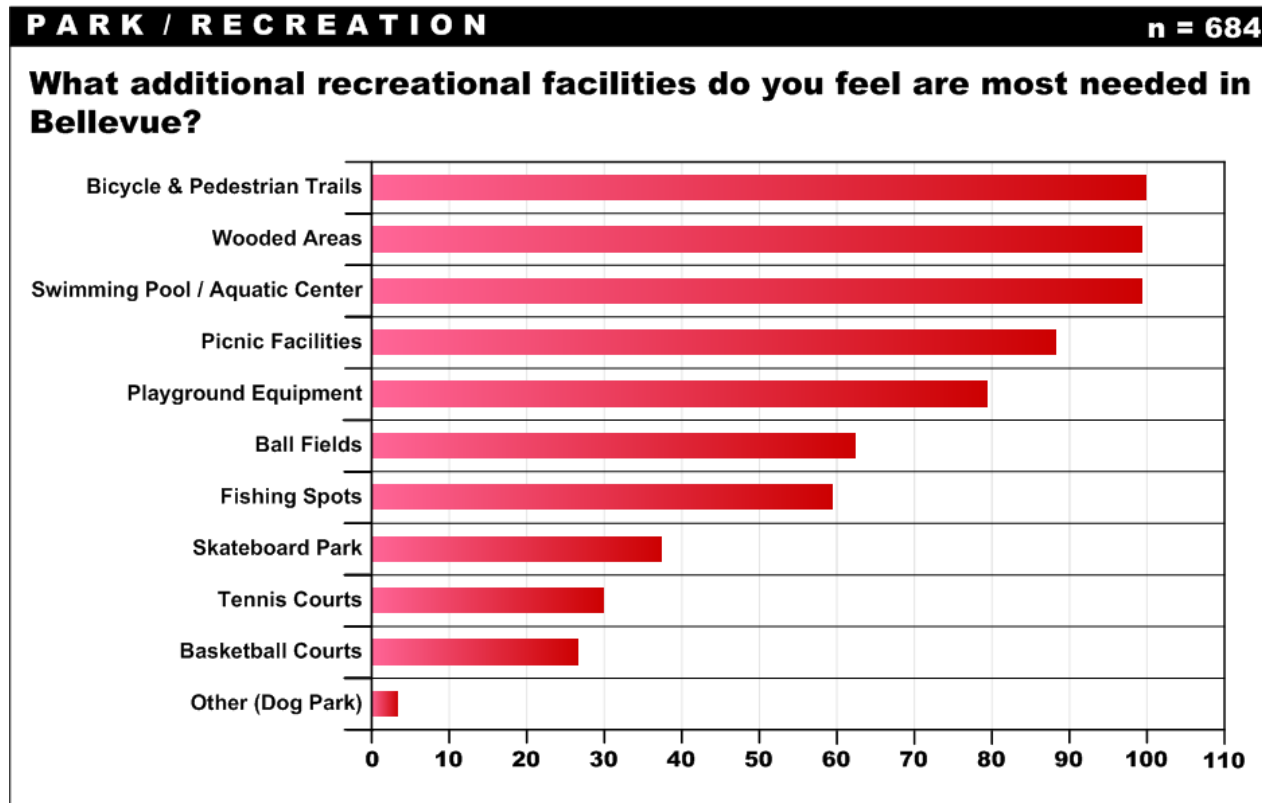


Parks and Recreation

Question 50 asked respondents whether they agreed or disagreed with the following statement: “I believe that a new community park west of Highway 75 is important.” The most popular response, “Agree,” was selected by 40.1 percent of respondents. The second more popular response, “Strongly Agree,” was selected by 36.4 percent of respondents. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 76.5 percent.

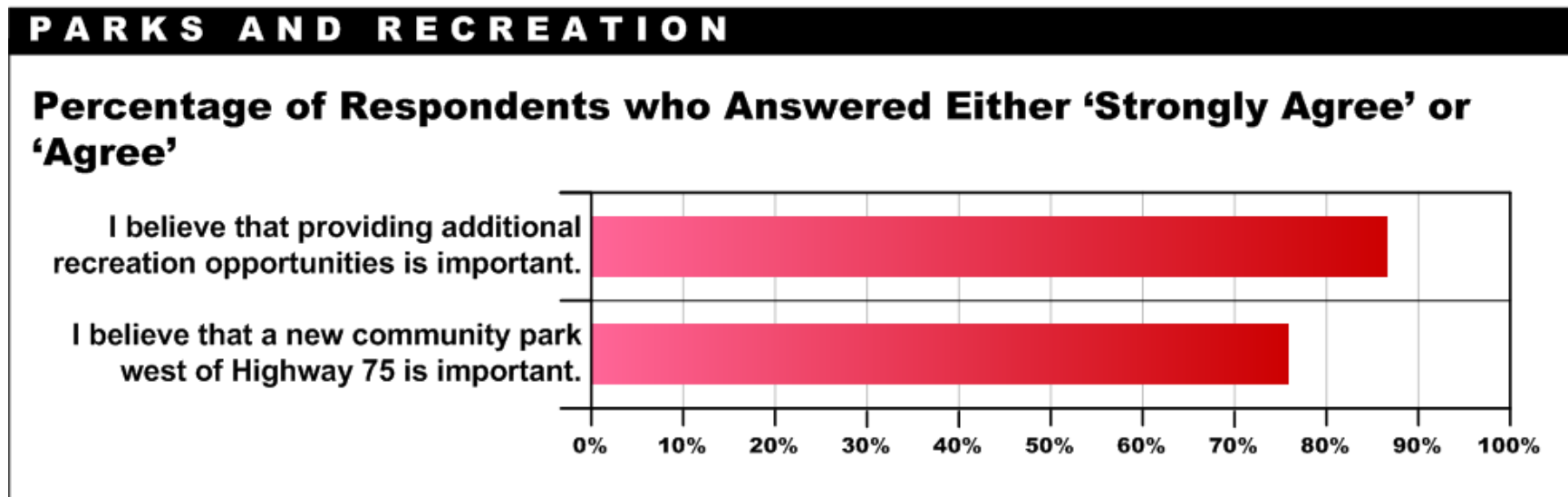
Question 51 asked respondents whether they agreed or disagreed with the following statement: “I believe that providing additional recreation opportunities is important.” “Agree” received the most responses, accounting for 62.7 percent of the votes. “Strongly Agree” was the second most popular choice; it received 23.5 percent of the votes. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 86.2 percent.

Question 52 asked respondents, “What additional recreational facilities do you feel are most needed in Bellevue?” “Bicycle and Pedestrian Trails” was the most popular response, receiving 100 votes. “Wooded Areas” was the second most popular response; it received 99 votes. “Swimming Pool / Aquatic Center” was the third most popular response, receiving 99 votes. The most popular suggestion that wasn’t provided was a dog park, with four votes.



Parks and Recreation Summary

The parks and recreation section of the survey had two Likert-scale statements. The following graph displays both of these statements and identifies the percentage of respondents who answered either “Strongly Agree” or “Agree.” The statements are sorted in descending order.



Miscellaneous

Question 53 asked respondents whether they agreed or disagreed with the following statement: “I believe that coordination and cooperation among nearby units of government is important.” The most popular response, “Strongly Agree,” was selected by 53.7 percent of the respondents. The second most popular response, “Agree,” was selected by 42.4 percent of the respondents. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 96.1 percent.

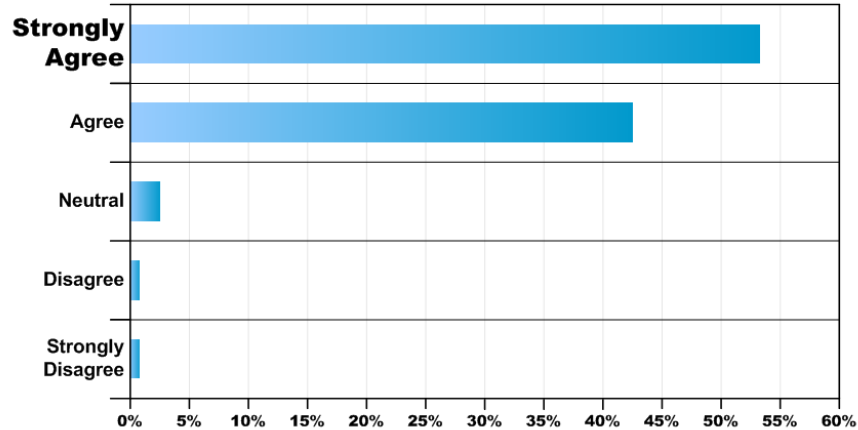
Question 54 asked respondents whether they agreed or disagreed with the following statement: “I would be willing to pay additional property taxes or general obligation bonds to pay for improvements to EXISTING community facilities and services.” “Agree” was the most popular response and accounted for 38.3 percent of respondents. “Neutral” was the second most popular response and accounted for 27.3 percent of respondents. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 45.7 percent.

Question 55 asked respondents whether they agreed or disagreed with the following statement: “I would be willing to pay additional property tax or general obligation bonds to pay for the provision of ADDITIONAL community facilities and services.” The most popular response, “Agree,” received 39.8 percent of the votes. The second most popular response, “Neutral,” received 24.8 percent of the votes. The percentage of respondents who accepted this statement by selecting either “Agree” or “Strongly Agree” was 49.2 percent.

Question 56 asked respondents, “Which theme do you believe best describes Bellevue?” “Offutt / Military / Space” was the most popular answer, receiving 64.6 percent of the votes. “Historic City” received 21.3 percent of the votes, “River City” received 7.9 percent of the votes, “Woodlands” received 4.2 percent of the votes, and “Prairie” received 1.9 percent of the votes.

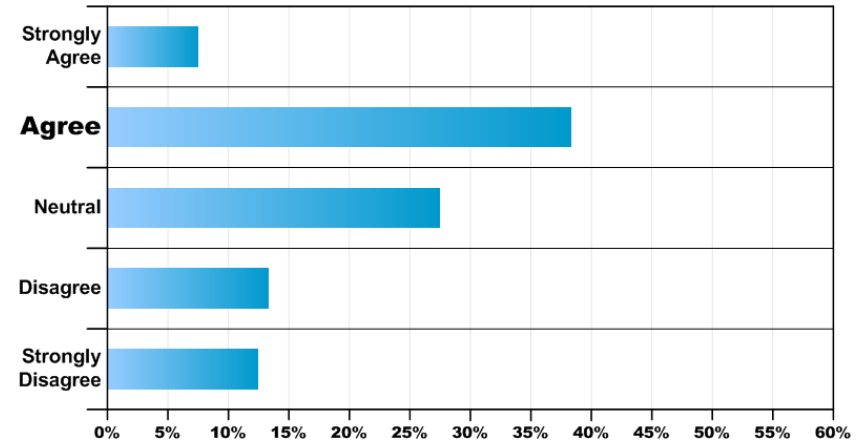
MISCELLANEOUS n = 257

I believe that coordination and cooperation among nearby units of government is important.



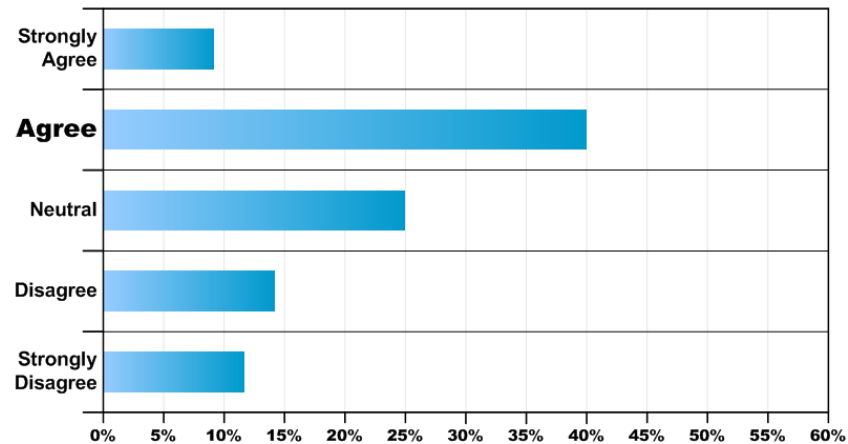
MISCELLANEOUS n = 256

I would be willing to pay additional property taxes or general obligation bonds to pay for improvements to EXISTING community facilities and services.



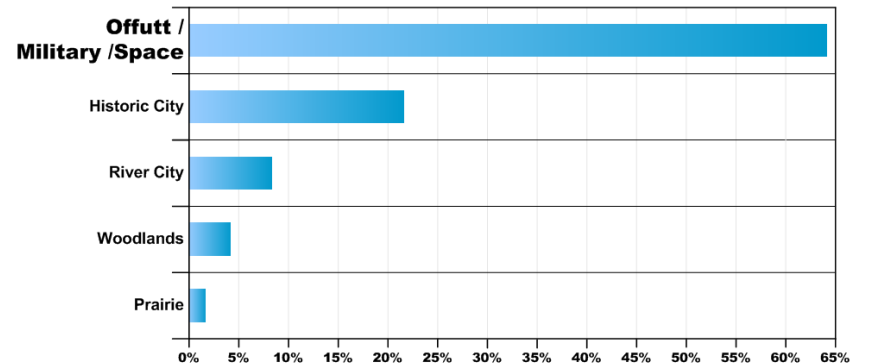
MISCELLANEOUS n = 254

I would be willing to pay additional property taxes or general obligation bonds to pay for the provision of ADDITIONAL community facilities and services.



MISCELLANEOUS n = 263

Which theme do you believe best describes Bellevue?



The “Most Popular Survey Items” graph identifies the top 10 questions that received the most amount of support. Level of support was measured by the percentages of respondents who answered either “Strongly Agree” or “Agree.”

“I believe that coordination and cooperation among nearby units of government is important” was the most popular items within the survey. Approximately 95 percent of respondents selected either “Agree” or “Strongly Agree” for this statement. Respondents seemed to strongly support better regional planning coordination.

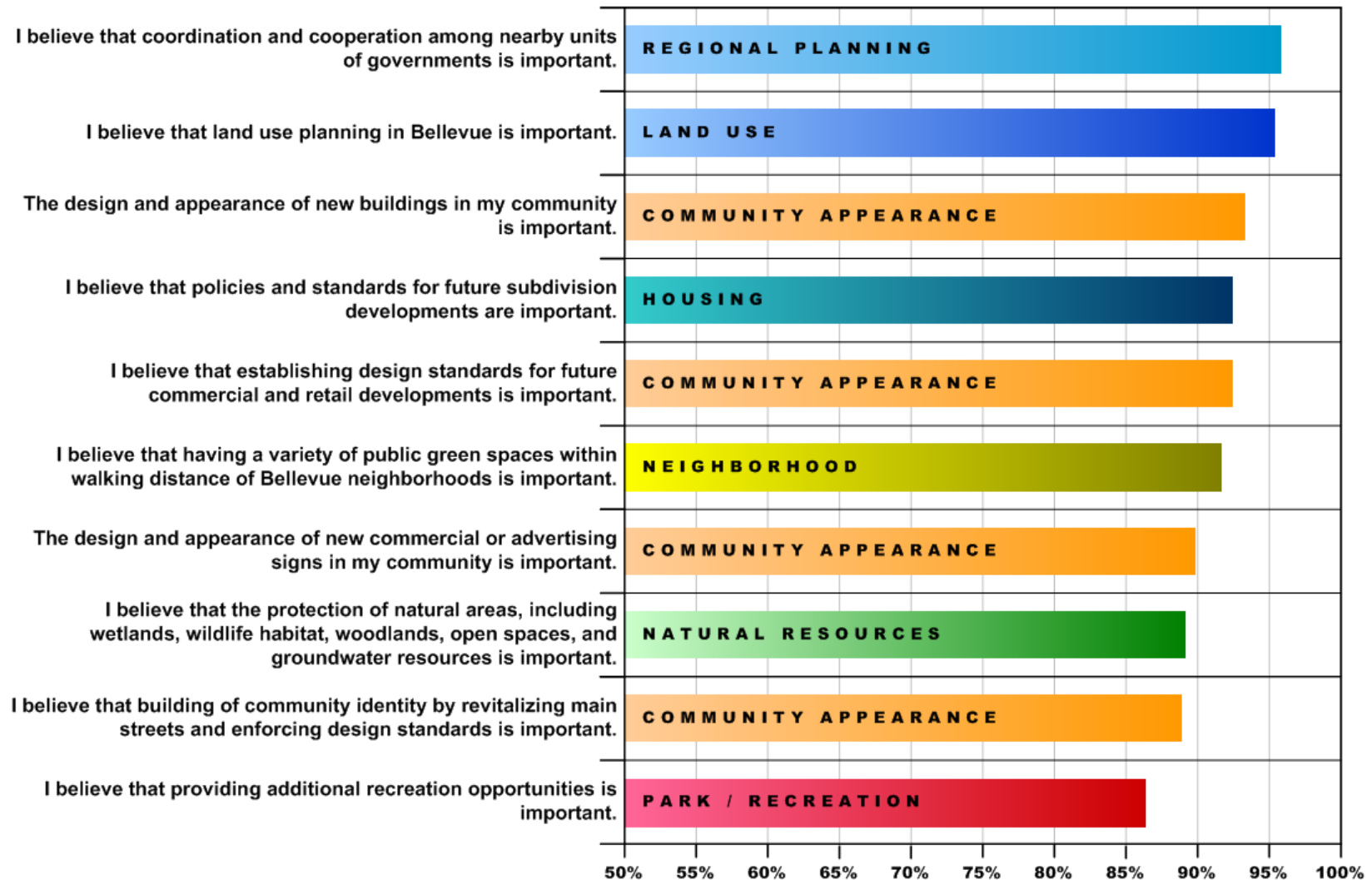
“I believe that land use planning in Bellevue is important” was the second most popular survey item. Nearly 96 percent of all survey respondents indicated that they either “Agree” or “Strongly Agree” with this statement.

“The design and appearance of new buildings in my community is important” was the third most popular item in the survey. Nearly 94 percent of survey respondents selected either “Agree” or “Strongly Agree.”

In addition to sorting the most popular survey items, this graph also identifies the category of each popular survey question. Perhaps surprisingly, 4 of the top 10 survey items fall within the community appearance category. The respondents appear to strongly support an enhanced community appearance and design standards for residential and commercial developments. The results of the survey indicate that Bellevue residents want to live in a distinctive and attractive community that emphasizes and values regional planning efforts. The issues that garnered support in the survey give us an insight into the values, visions, and goals of the Bellevue community. The survey results will be used as an input in the design of Bellevue’s proposed future land-use development concept.

MOST POPULAR SURVEY ITEMS

Percentage of Respondents who Answered Either 'Strongly Agree' or 'Agree'



126
10.22.18

CITY OF BELLEVUE, NEBRASKA
AGENDA ITEM COVER SHEET

COUNCIL MEETING DATE:	October 22, 2018	AGENDA ITEM TYPE:
SUBMITTED BY: Chris Shewchuk, Planning Director <i>CVAS</i>	SPECIAL PRESENTATION	<input type="checkbox"/>
	LIQUOR LICENSE	<input type="checkbox"/>
	ORDINANCE	<input type="checkbox"/>
	PUBLIC HEARING	<input type="checkbox"/>
	RESOLUTION	<input checked="" type="checkbox"/>
	CURRENT BUSINESS	<input type="checkbox"/>
	OTHER (SEE CLERK)	<input type="checkbox"/>

SUBJECT:

Request to approve the 2018 Comprehensive Plan update.

SYNOPSIS:

The Planning Department periodically reviews and updates the Comprehensive Plan to keep up-to-date with development in the City's zoning jurisdiction. The attached memo details the proposed updates.

FISCAL IMPACT:

None

BUDGETED ITEM: ☐ YES ☐ NO

PROJECT # & TRACKING INFORMATION:

N/A

RECOMMENDATION:

The Planning Department and Planning Commission have recommended approval to this Comprehensive Plan update.

BACKGROUND:

See attached memo from Tammi Palm.

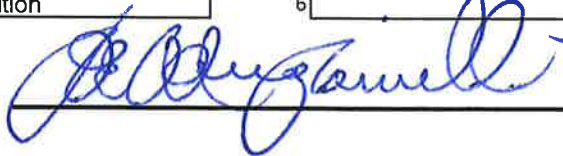
ATTACHMENTS:

- 1 PC recommendation
- 2 Planning Department staff memo
- 3 Proposed Resolution

4	
5	
6	

SIGNATURES:

ADMINISTRATOR APPROVAL:



FINANCE APPROVAL:



LEGAL APPROVAL:

RESOLUTION 2018-33

WHEREAS, the City of Bellevue is required to adopt a Comprehensive Development Plan in order to enact zoning regulations; and

WHEREAS, the City of Bellevue adopted the 2009 Comprehensive Development Plan on February 23, 2009 with Resolution 2009-05; and

WHEREAS, the City of Bellevue Planning Department periodically reviews the Comprehensive Development Plan and makes recommendations for updates which are attached to this Resolution as Exhibit "A"; and

WHEREAS, the City of Bellevue Planning Commission has held a public hearing and has recommended that the City Council adopt the 2018 Comprehensive Development Plan update; and

WHEREAS, the City of Bellevue City Council has held a public hearing regarding the 2018 Comprehensive Development Plan update.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL of the City of Bellevue that the 2018 Comprehensive Development Plan update is hereby adopted as the guide for future growth and development within the City of Bellevue and its extra-territorial zoning jurisdiction.

PASSED AND ADOPTED THIS 22nd DAY OF October, 2018

Rita Sanders, Mayor

ATTEST:

Sabrina Ohnmacht, City Clerk

City of Bellevue

PLANNING COMMISSION RECOMMENDATION

APPLICANT: City of Bellevue

CITY COUNCIL HEARING DATE: September 24, 2018

REQUEST: to approve the 2018 Comprehensive Plan Update

On July 26, 2018, the City of Bellevue Planning Commission voted seven yes, zero no, zero abstained, and one absent to recommend:

APPROVAL based upon the Comprehensive Plan including the following: criteria for deviating from the Comprehensive Plan as defined by the City Council, consideration of the Public Library Steering Committee and the planning for a library on page 111, updating the migration rate, and including a vision statement for Galvin Road.

VOTE:

Yes:	Seven:	No:	One:	Abstain:	Zero:	Absent:	One:
	Perrin						Ritz
	Cain						
	Baumgartner						
	Jacobson						
	Ackley						
	Casey						
	Smith						

Planning Commission Hearing (s) was held on: August 23, 2018



City of Bellevue

Office of the Planning Department

AGENDA ITEM 3a.

TO: City Council Members
Mayor Rita Sanders
City Administrator Joe Mangiamelli
FROM: Tammi Palm, Land Use Planner *tlp*
DATE: October 11, 2018
RE: Comprehensive Plan Update

The Comprehensive Plan was last reviewed in 2015. An updated Future Land Use Map was adopted at that time. The Planning Commission held a public hearing on the Comprehensive Plan update on August 23, 2018. The Planning Commission's recommendations have been incorporated where possible. A summary of suggested revisions is provided below.

Introduction (Table of Contents, Vision and Goals, and Recommendations):

The Table of Contents has been updated to reflect current page numbers. No changes to the vision and goals or recommendations. Suggested revisions to the recommendations are included in Section 5.

Section 1 – Introduction:

No suggested changes.

Section 2 – Vision and Goals:

A reference to the current Strategic Plan adopted by City Council was added.

Section 3 – Land Use Plan:

Many changes in this section deal with the Future Land Use Map outlined below. Changes to the text include the deletion of the neighborhood activity center at Fort Crook Road and Childs Road, further discussion of the activity center at 36th Street and Platteview Road, and further discussion of annexation.

The following revisions are being suggested to the Future Land Use Map:

- Addition of the newest subdivisions: Cedar Grove Phase 2, Lion's Gate, Falcon Pointe, Belle Lago, Spring Ridge, Hyda Hills 2, Fairview South 2, and Liberty (Phase 1).
- Changing the land south of the Falcon Pointe subdivision and north of Cedar Grove Phase 2 from rural estates to medium density residential to reflect the housing development which has occurred in that area

- Designating Cedar Grove Phase 2 as low density residential to be consistent with Cedar Grove Phase 1
- Showing the new St. James United Methodist Church near 48th Street and Capehart Road as public/semi-public
- Designating the land south of the Cedar Grove, Clearwater Falls, and Fox Ridge Subdivisions (west of S. 36th Street) and north of Platteview Road as medium density residential
- Updating the recently purchased Omaha Public Schools property near Childs Road and Fort Crook Road North as public/semi-public
- Designating the recently rezoned Wolf Creek Apartments property near 15th Street and Cornhusker Road to multi family residential.
- Changing the land bordered by Colonial Pointe Apartments on the north, Highway 75 on the east, the old Platteview Road on the south, and Hyda Hills 2 on the west, from low density residential to medium density residential

The information from the Joint Land Use Study (JLUS) between the City of Bellevue and Offutt Air Force Base has been added.

Section 4 – Transportation Plan:

Vehicle counts for the John F Kennedy Expressway inside the Bellevue planning area have been updated.

The transit section has been updated to reflect our current Metro express route.

A reference to complete streets was added.

The rail transportation information was updated for the Highway 34 corridor.

The current aviation information regarding Offutt AFB was updated to reflect information regarding both commercial and military airports.

Street system improvements were updated, with information added regarding the MAPA 2035 Long Range Transportation Plan.

Section 5 – Recommendations:

For each of the short-term, mid-term, and long-term recommendations, a comment was added to reflect its status. Some of these recommendations have been implemented, some are in progress, and some are yet to be implemented. Staff is also suggesting changing the timing of some of these recommendations, to make no changes to some of them, or in some cases delete the recommendation.

Joint Land Use Study (JLUS) recommendations have also been added.

Appendices:

These are background information and for the most part, were not updated. Staff did update information pertaining to city facilities regarding the new city hall buildings and the updated Cascio and Jerry Gilbert swimming pools.

The document you are viewing was formatted from the original Word document, and then converted to a pdf document. Consequently, there may be formatting errors you find. These will be corrected in the document prior to public posting.

PLANNING DEPARTMENT RECOMMENDATION:

APPROVAL based upon the Comprehensive Plan including the following: criteria for deviating from the Comprehensive Plan as defined by the City Council, consideration of the Public Library Steering Committee and the planning for a library, updating the migration rate, and including a vision statement for Galvin Road.

CITY OF BELLEVUE, NEBRASKA
AGENDA ITEM COVER SHEET

13a
10.22.18

COUNCIL MEETING DATE:	10/22/2018	AGENDA ITEM TYPE:	
SUBMITTED BY: Ashley Decker, HR Manager		SPECIAL PRESENTATION	<input type="checkbox"/>
		LIQUOR LISCENSE	<input type="checkbox"/>
		ORDINANCE	<input type="checkbox"/>
		PUBLIC HEARING	<input type="checkbox"/>
		RESOLUTION	<input type="checkbox"/>
		CURRENT BUSINESS	<input checked="" type="checkbox"/>
		OTHER (SEE CLERK)	<input type="checkbox"/>

SUBJECT:

Handbook Update

SYNOPSIS:

In an effort to maintain continuity among employee groups, this Handbook update reflects the changes as previously approved in the various 2017-2018 collective bargaining agreement updates.

FISCAL IMPACT:

N/A

BUDGETED ITEM: ☒ YES ☐ NO

GRANT/MATCHING FUNDS ☐ YES ☐ NO

IF NO, EXPLAIN:

IF YES, %, \$, EXPLAIN:

PROJECT NAME, CALENDAR AND CODING:

Requestor	Project Name:	
	Expected Start Date:	Expected End Date:
	CIP Project Name:	
	MAPA # and Name:	
	Street District # and Name:	
Finance	Distribution Code:	
	GL Account #:	GL Account Name:

RECOMMENDATION:

Approve the limited Employee Handbook changes to align the Handbook with current collective bargaining agreements.

BACKGROUND:

This limited revision is meant to align policies with the current collective bargaining agreements. A comprehensive review of the Employee Handbook is scheduled for the Spring of 2019, where all policies will be reviewed and revised as needed.

ATTACHMENTS:




1	Employee Handbook Redline	4	
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SIGNATURES:

ADMINISTRATOR APPROVAL:

FINANCE APPROVAL:

LEGAL APPROVAL:

CITY OF BELLEVUE, NEBRASKA
EMPLOYEE HANDBOOK



Revised [October 9, 2018](#) ~~[June 22, 2015](#)~~

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I. INTRODUCTION

A. WELCOME

Welcome to the City of Bellevue. As an employee of the City, and thus the citizens of Bellevue, you are an integral member of a team that provides efficient, high quality services to our citizens and businesses. Our team's success depends on the efforts and contributions of you and your fellow employees.

The City designed the policies and practices in this handbook to provide a fair, equitable, and competitive working environment for employees like you. This handbook explains the basic benefits available to you and outlines your general responsibilities as an employee. If, at any time, you have questions about the policies, practices, and benefits in this handbook, please contact your Supervisor, Human Resources Manager or the Administrative Services Director.

B. STATUTES, COLLECTIVE BARGAINING AGREEMENTS & INDIVIDUAL EMPLOYEE CONTRACTS

If any provision of this Employee Handbook conflicts with applicable Nebraska statutes, collective bargaining agreements, and/or individual employee contracts, those statutes, collective bargaining agreements, and/or individual employee contracts take precedence over the particular provision or provisions of this handbook. Employees represented by the Bellevue Professional Management Association (BPMA), Police Command Staff Association (PCSA), Civilian Employees Association of Bellevue (CEAB), Bellevue Police Officers Association (BPOA), Bellevue Professional Firefighters Association (BPFA), and The International Association of Firefighters Local 4906, and who have entered into a labor contract with the City of Bellevue will receive benefits and wages as stated in the labor agreement. In areas where the labor agreement is silent, the employees will adhere to the provisions of the City of Bellevue Employee Handbook. In the event any current labor agreement between the City and any certified bargaining unit is terminated for any reason, the benefits and wages as outlined in the termed labor agreement will become part of the Employee Handbook as approved by the City Council.

C. MANAGEMENT RIGHTS

This handbook supersedes prior employee handbooks and policies, and seeks to outline the City's fundamental employment policies and practices and the core benefits offered to its employees. Because the City cannot anticipate every issue or circumstance that may arise, the City maintains the authority to interpret, apply, modify, or discontinue the policies, practices, and benefits in this handbook. The City also reserves the right to adopt new policies, practices, and benefits, and authorizes its Department Directors to adopt policies, practices, guidelines, and standard operating procedures necessary to manage their departments and employees. Approved standard operating procedures may take precedence over policies laid out in this handbook.

At the direction of the City Administrator, Directors shall be responsible for the enforcement of the procedures, rules and policies of the Employee Handbook. A Director may establish supplemental employee regulations or procedures as are deemed necessary for efficient and orderly administration and for maintaining the proper management of departmental functions and employees. All supplemental regulations or procedures are subject to approval of the City Administrator and a copy will be made available to each employee of the department.

D. ORGANIZATION FOR CITY ADMINISTRATION

1. City Administrator

- a. The City Administrator, as chief executive officer of the City, will be responsible for the proper administration of the activities of the City.
- b. The City Administrator will have the authority to appoint and remove all Directors and employees in all City departments (subject to Civil Service Rules and Regulations when applicable and established contracts). Positions appointed by the Mayor are only subject to removal by the Mayor.
- c. It will be the function of the City Administrator to formulate City employee policies, to prescribe procedures, and to administer these policies and procedures with the aim of facilitating personnel administration for the operating departments as efficiently as possible.
- d. Except as otherwise provided by City Ordinance or State Statutes, the City Administrator, or his/her designee, will be responsible for the following:
 - i. Recruiting, interviewing, and testing job applicants,
 - ii. Ensuring all appointments are made on the basis of merit,
 - iii. Maintaining the classification plan,
 - iv. Administering the pay plan,
 - v. Keeping records of all employees,
 - vi. Ensuring adherence to grievance procedures,
 - vii. Promoting training programs, and fostering good employee relations.
- e. The City Administrator will be responsible for maintaining appropriate management among City employees.

2. Civil Service Commission

All present full-time firefighters and full-time police officers and future appointees to such full-time positions shall be subject to the Nebraska Civil Service Act, as codified in Neb. Rev. Stat. §19-1825, et. seq., and the City Code.

Pursuant to Section 19-1830 of the Nebraska Civil Service Act and Section 2-250 of the City Code, the duties of the Civil Service Commission shall include testing of candidates for appointment and promotion, establishing and maintaining eligibility lists and conducting investigations and hearings regarding certain disciplinary actions against sworn full-time firefighters and police officers.

II. EMPLOYMENT POLICIES

A. AT-WILL EMPLOYMENT

Unless you have a written employment contract approved by the City Council and signed by the Mayor, you are an “at-will” employee. This means that your employment with the City is for an unspecified period of time and you can end your employment relationship with the City at any time. Likewise, the City can end its employment relationship with you at any time for any lawful reason. Only the City Council has the exclusive authority to change your status as an “at-will” employee.

This handbook does not constitute a contract of employment. Statements contained in this handbook or made in the course of performance evaluations should not be construed as constituting an employment contract or an express or implied promise of continued employment.

B. IMMIGRATION LAW COMPLIANCE

All new employees, regardless of employee classification, are required as a condition of employment to complete the Employment Eligibility Verification Form I-9. In compliance with the Immigration Reform and Control Act of 1986, the City is committed to employing only United States citizens and those who are authorized to work in the United States. The City does not unlawfully discriminate against employees or potential employees on the basis of citizenship or national origin. Employees must complete the Employment Eligibility Verification Form I-9 and present the mandated documentation establishing identity and employment eligibility. Reverification of eligibility of employment may also be required under certain circumstances. Former employees who are rehired must also complete the form and are subject to eligibility and reverification (where applicable) requirements. The E-verify system will be used to confirm work authorization.

C. EQUAL EMPLOYMENT OPPORTUNITY

The City is committed to the principle of equal employment opportunity and makes employment decisions consistent with this principle. The City provides equal employment opportunity to all employees and applicants without regard to age, color, disability, genetic information, marital status, military status, national origin, pregnancy, race, religion, sex, or any other prohibited basis of discrimination. In addition to federal law requirements, the City complies with applicable state and local laws governing nondiscrimination in employment in every location of the City. This policy applies to all terms and conditions of employment, including but not limited to, hiring, placement, promotion, layoff, recall, transfer, discipline, leaves of absence, compensation, training, and discharge.

As part of its Equal Employment Opportunity policy, the City will also take affirmative action required by applicable laws to ensure that minorities, females, veterans, and qualified disabled individuals are introduced into our workforce and considered for promotional opportunities.

It is a violation of this policy to discriminate against any individual based on age, color, disability, genetic information, marital status, military status, national origin, pregnancy, race, religion, sex, or any other

prohibited basis of discrimination under applicable federal, state or local law. Any member of management who knowingly allows or tolerates discrimination is in violation of this policy.

If you believe you have been discriminated against, you must immediately report your concerns to one of the following individuals: (1) your immediate supervisor; (2) your department Director; (3) the Human Resources Manager; (4) the Administrative Services Director; or (5) the City Administrator. Supervisors receiving a complaint must immediately report it to their department Director.

D. WORKPLACE BULLYING

In keeping with its goal of providing a work environment that is free from discrimination and harassment, the City prohibits workplace bullying. Workplace bullying is repeated inappropriate behavior toward an individual, and may be intentional or unintentional, direct or indirect, or verbal, non-verbal, or physical.

Examples of workplace bullying include, but are not limited to:

1. Disregarding, excluding, ignoring, isolating, or singling out an individual in the work environment and at work-related activities.
2. Humiliating, insulting, ridiculing, and/or making abusive or offensive remarks to an individual.
3. Threatening to take corrective action against or discharge an employee for undocumented or unsubstantiated reasons.
4. Interfering with an individual's ability to perform his/her job by assigning meaningless or menial tasks, setting unachievable deadlines or goals, providing ambiguous instructions, or withholding information.
5. Raising one's voice, shouting, and/or yelling at an individual.
6. Assaulting, hitting, kicking, pinching, poking, pushing, shoving, tripping, and/or other unwanted physical contact or the threat of such contact to person or property.
7. Criticizing on matters unrelated or minimally related to an individual's job duties or job performance.
8. Creating and/or spreading gossip or rumors about an individual.
9. Refusing or withholding reasonable requests for vacation leave, sick leave, or other leaves of absence.

Any member of management who knowingly allows or tolerates workplace bullying is in violation of this policy. If you believe you have been bullied against, you must immediately report your concerns to one of the following individuals: (1) your immediate supervisor; (2) your department Director; (3) the Human Resources Manager; (4) the Administrative Services Director; or (5) the City Administrator. Supervisors receiving a complaint must immediately report it to their department Director.

E. HARASSMENT-FREE WORKPLACE

The City strives to maintain a work environment that is free from all forms of unlawful harassment based on age, color, disability, genetic information, marital status, military status, national origin, pregnancy, race, religion, sex, or any other characteristic protected by applicable federal, state or local law (referred to in this policy as a "protected characteristic"). This policy prohibits unlawful harassment based on any of these characteristics occurring before, during, or after work hours and regardless of

whether it occurs on City property. The City's Harassment-Free policy also encompasses any and all forms of harassment, or bullying, through social media sites or other electronic communication outlets. These forms of communication include, but are not limited to, email, text messaging, instant messaging, and social networking sites such as Facebook, Twitter, Instagram, and LinkedIn.

Unlawful harassment may encompass a wide variety of verbal, non-verbal, and physical behaviors, which may be sexual or non-sexual in nature.

1. Sexual harassment means unwelcome sexual conduct of a severe or pervasive nature that unreasonably interferes with an employee's work performance, or creates an abusive, intimidating, hostile, or offensive work environment. Sexual harassment includes unwelcome sexual advances and/or propositions, requests and/or pressure for sexual favors, physical contact of a sexual nature, sexually explicit language and/or gestures, and other conduct of a sexual nature when such conduct is used as the basis for employment decisions or has the purpose or effect of creating an intimidating, hostile, or offensive work environment.

a. Examples of sexual harassment not previously mentioned include, but are not limited to, making, showing, sharing, and/or distributing:

- i. Sexual innuendos, comments, or remarks.
- ii. Lewd, obscene, vulgar, or sexually suggestive or demeaning gestures, looks, or remarks.
- iii. Forced, or the threat of forced, sexual assault, intercourse, or molestation.
- iv. Pornographic or sexually explicit material, including photographs, cartoons, pictures, videos, recordings, jokes, or objects.
- v. Uninvited physical contact such as brushing up against, cornering, fondling, hugging, kissing, patting, pinching, poking, rubbing, tickling, or touching another.

2. Non-sexual harassment is conduct that is offensive, threatening, intimidating, or shows hostility toward an individual because of his or her age, color, disability, genetic information, marital status, military status, national origin, pregnancy, race, religion, sex, or any other protected characteristic. Non-sexual harassment means unwelcome conduct of a severe or pervasive nature that: (1) unreasonably interferes with an employee's work performance; (2) creates an abusive, intimidating, hostile, or offensive work environment; or, (3) is made a condition of employment.

a. Examples of non-sexual harassment include, but are not limited to:

- i. Belittling, denigrating, insulting, or ridiculing an individual or an individual's group based on a protected characteristic.
- ii. Making derogatory or offensive comments, epithets, jokes, labels, slurs, or stereotypes that are based on a protected characteristic.
- iii. Sharing or displaying photographs, cartoons, pictures, videos, recordings, jokes, or objects that show hostility toward an individual or group's protected characteristic.

Any member of management who knowingly allows or tolerates harassment of any kind is in violation of this policy.

If you believe you have been harassed against, you must immediately report your concerns to one of the following individuals: (1) your immediate supervisor; (2) your department Director; (3) the Human Resources Manager; (4) the Administrative Services Director; or (5) the City Administrator. Supervisors receiving a complaint must immediately report it to their department Director.

F. WORKPLACE VIOLENCE

The City is committed to providing a work environment that is safe and free from acts of violence or threats of violence through our zero-tolerance workplace violence policy. The City prohibits actual or threatened violence against or by employees, citizens, and vendors of the City.

Examples of prohibited conduct include, but are not limited to:

1. assaulting
2. damaging property
3. fighting
4. harassing
5. injuring
6. intimidating
7. pushing/shoving
8. threatening
9. any other behavior that could reasonably cause an individual to fear for his/her safety

The City further prohibits non- public safety employees (i.e. Fire Department and Police Department employees) from possessing or carrying of any explosive, gun, knife, or other weapon or object capable of causing serious bodily injury while on City property (City building, facility, vehicle or equipment) or while performing work as a City employee. Employees that have a legitimate business need may carry tools or knives that have been pre-approved for use. This applies to all non- public safety employees including those with valid concealed carry permits.

Any member of management who knowingly allows or tolerates workplace violence is in violation of this policy.

You must immediately report any actual or threatened violence to one of the following individuals: (1) your immediate supervisor; (2) your department Director; (3) the Human Resources Manager; (4) the Administrative Services Director; or (5) the City Administrator. If necessary, call 911. Supervisors receiving a complaint must immediately report it to their department Director.

G. HARASSMENT AND WORKPLACE VIOLENCE COMPLAINT AND INVESTIGATION PROCEDURE

Should an instance of harassment or workplace violence occur, both the employee and the City play a vital role in correcting the harassment or workplace violence. No employee will be retaliated against for complaining of harassment or workplace violence.

An employee is initially responsible for pointing out any harassment or workplace violence. Any employee who believes he or she is being harassed is encouraged to: point out the offensive behavior to the person responsible for the behavior; and, request that the offensive behavior stop.

1. Notification

Any employee who is not comfortable in directly approaching the person responsible for the harassment or workplace violence or whose request to stop was unsuccessful should notify any one or all of the following:

- a. The Director
- b. City Administrator
- c. Human Resources Manager
- d. Police Department (402) 293-3100; or call 911, if in immediate danger.
- e. Immediate supervisor
- f. Department Head

The City is responsible for correcting any harassment or workplace violence. When one of the supervisory individuals mentioned above is notified or becomes aware of possible harassment, such supervisory individual will promptly notify the City Administrator and Human Resources Manager. The City Administrator, Human Resources Manager, or a designated representative is responsible for ensuring that a prompt investigation occurs in accordance with the procedures outlined below.

2. Corrective and/or disciplinary action will be taken whenever:

- a. Any harassment or workplace violence has occurred; or
- b. When a Supervisor has known or should have known of the harassment or workplace violence behavior and the Supervisor failed to take action to stop such harassment or workplace violence.

3. Investigation

If applicable, the Director, Human Resources Manager or City Administrator, in conjunction with the City Attorney, will ensure that a thorough investigation is carried out that respects the rights and dignity of all individuals concerned. The City Administrator has the option of consulting with or hiring an outside independent agency to perform the investigation and make findings of fact with respect to the harassment complaint. Hereafter in this policy the designated representative of the City to conduct the investigation will be referred to as the "City Investigator". The investigation will be conducted quickly, thoroughly and confidentially, and every effort will be made to protect the rights of the accuser, as well as the accused.

a. The following procedures will be followed in the investigation of a complaint of harassment:

- i. Where practical, the investigation will begin the day the conduct is reported or discovered.
- ii. The employee shall put the complaint in writing.
- iii. The City Investigator will interview the employee complaining in a private area. The interview will be thoroughly documented and reviewed for accuracy with the employee at the end of the interview.
- iv. The City Investigator will interview the alleged harasser in a private area. The interview will be thoroughly documented and reviewed for the accuracy with the employee at the end of the interview.
- v. The City Investigator will interview witnesses and others with relevant information in a private area. The interview will be thoroughly documented and reviewed for accuracy with each witness interviewed at the end of the interview. Each witness will be advised of the requirement to maintain the interview contents confidential so as to protect the rights of all parties involved. Any employee witness who fails to maintain confidentiality will be subject to disciplinary action.

The City Administrator, or his/her designee, has the authority to place an employee on paid or unpaid Administrative Leave during the investigation process. The employee will retain all

benefits, leave and pay during this period. The employee shall be available during their regularly scheduled hours of work to be contacted to meet with appropriate City officials.

4. Investigation Results

Upon completion of a thorough investigation, the City's Investigator will determine whether the complaint is substantiated or unsubstantiated.

a. Substantiated Complaint

If it is determined that there is evidence to substantiate the complaint, disciplinary action will be taken up to and including termination. The disciplinary action taken will depend upon the severity of the offense. A record of disciplinary action taken will become part of the accused employee's personnel file. Once disciplinary action is taken the Director and/or City Administrator will ensure its effectiveness by continuing to monitor the situation. Any substantiated claim that violates the City's "Workplace Violence" policy will be grounds for immediate termination. Workplace violence offenses are not subject to the progressive discipline process.

b. Unsubstantiated or Inconclusive Complaint

If it is determined that the complaint is unsubstantiated or if investigators are unable to conclude whether any offense did or did not occur, the City's policy against harassment and workplace violence will continue to be enforced and the complainant will be encouraged to come forward again if he or she perceives any further harassment or workplace violence.

An investigation report will be prepared by the City's Investigator which summarizes all interviews and conclusions. This report, along with notes, written complaints, statements and copies of relative documents will be maintained in a separate, confidential file in the City Attorney and Human Resource Manager's offices.

H. DISABILITY ACCOMMODATION

The City is committed to providing equal employment opportunities to individuals with disabilities, as stated in the Americans with Disabilities Act ("ADA") and the Americans with Disabilities Act Amendments Act ("ADAAA"). Accordingly, we do not discriminate against qualified individuals with disabilities in regards to, but not limited to, application procedures, hiring, advancement/promotion, layoff, recall, transfer, discharge, discipline, leaves of absence, compensation, training or other terms, conditions and privileges of employment. The City complies with all federal and state laws concerning the employment of persons with disabilities and acts in accordance with regulations and guidance issued by the Equal Employment Opportunity Commission (EEOC).

1. Eligibility

The City will engage in the interactive process to find reasonable accommodation for qualified individuals with a disability to enable them to perform the essential functions of a job, unless doing so causes an undue hardship to the City, or a direct threat to these individuals or others in the workplace, and the threat cannot be eliminated by reasonable accommodation. Because the process is interactive, the City expects your full cooperation by providing relevant information and, if necessary, your consent to contact and obtain relevant information from your health care providers.

When an individual with a disability is requesting accommodation and can be reasonably accommodated without creating an undue hardship or causing a direct threat to workplace safety, he or she will be given the same consideration for employment as any other employee or applicant.

All employees are required to comply with City safety standards. Current employees who pose a direct threat to the health and safety of themselves or other individuals in the workplace will be placed on appropriate leave until the City can make a lawful and reasonable decision in regard to continued employment.

Individuals who are active illegal drug users are excluded from coverage under the City's Americans with Disabilities Act (ADA) policy.

2. Procedures

The City's Personnel department is responsible for implementing this policy, including requests for and resolution of reasonable accommodations, safety and direct threat determinations, and undue hardship issues. All requests for reasonable accommodations should be presented to the Human Resources Manager or Administrative Services Director. Once you submit a reasonable accommodation request, you will need to meet with the Human Resources Manager or Administrative Services Director and/or complete a written request for accommodation to provide the City with information about the nature and extent of your disability, any medical treatment you have received for your disability, and any reasonable accommodations you suggest. The City may also contact your health care providers to verify the nature and extent of your disability and to request relevant medical information and records and accommodation suggestions. The City will rely on all information gathered to determine whether you are a qualified individual with a disability and whether a reasonable accommodation under the law exists.

3. Terms Used in the Policy

As used in this ADA policy, the following terms have the indicated meaning:

"Disability" means a physical or mental impairment that substantially limits one or more major life activities of the individual, a record of such an impairment or being regarded as having such an impairment.

"Major life activities" include the following: caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating and working.

"Major bodily functions," a term included in the Americans with Disabilities Act Amendments Act (ADAAA), may include physical or mental impairment such as any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more body systems, such as neurological, musculoskeletal, special sense organs, respiratory (including speech organs), cardiovascular, reproductive, digestive, genitourinary, immune, circulatory, hemic, lymphatic, skin and endocrine. Also covered are any mental or psychological disorders, such as intellectual disability (formerly termed "mental retardation"), organic brain syndrome, emotional or mental illness, and specific learning disabilities.

"Substantially limiting": In accordance with the ADAAA final regulations, the determination of whether the impairment substantially limits a major life activity requires an individualized assessment, and an impairment that is episodic or in remission may also meet the definition of disability if it would substantially limit a major life activity when active. Some examples of these types of impairments may include epilepsy, hypertension, asthma, diabetes, major depressive

disorder, bipolar disorder and schizophrenia. An impairment such as cancer that is in remission but that may possibly return in a substantially limiting form is also considered a disability under EEOC final ADAAA regulations.

“Direct threat” means a significant risk to the health, safety or well-being of individuals with disabilities or others when this risk cannot be eliminated by reasonable accommodation.

“Qualified individual” means an individual who, with or without reasonable accommodation, can perform the essential functions of the employment position that such individual holds or desires.

“Reasonable accommodation” includes any changes to the work environment and may include making existing facilities readily accessible to and usable by individuals with disabilities; job restructuring; part-time or modified work schedules; telecommuting; reassignment to a vacant position; acquisition or modification of equipment or devices; appropriate adjustment or modifications of examinations, training materials or policies; the provision of qualified readers or interpreters; and other similar accommodations for individuals with disabilities.

“Undue hardship” means an action requiring significant difficulty or expense by the City. In determining whether an accommodation would impose an undue hardship, factors to be considered include:

- The nature and cost of the accommodation.
- The overall financial resources of the facility or facilities involved in the provision of the reasonable accommodation, the number of persons employed at such facility, the effect on expenses and resources, or the impact of such accommodation on the operation of the facility.
- The overall financial resources of the employer; the size, number, type and location of facilities.
- The type of operations of the City, including the composition, structure and functions of the workforce; administrative or fiscal relationship of the particular facility involved in making the accommodation to the employer.
- The impact of the accommodation on the operation of the facility.

“Essential functions of the job” refers to those job activities that are determined by the City to be essential or core to performing the job; these functions cannot be modified.

The examples provided in the above terms are not meant to be all-inclusive and should not be construed as such. They are not the only conditions considered to be disabilities, impairments or reasonable accommodations covered by the City’s ADA/ADAAA policy.

I. FAMILY AND MEDICAL LEAVE ACT (FMLA)

The City affords eligible employees with leave under the Family and Medical Leave Act (“FMLA”) and posts the Department of Labor’s (“DOL”) Notice about the FMLA. The City’s policy and posting provide a general description of the FMLA and employees’ basic FMLA rights and responsibilities. Should any conflict arise between this policy and applicable law, the City will provide employees with all rights under the law. If you have any questions, concerns, or disputes with this policy, you must contact the Human Resources Manager or the Administrative Services Director in writing.

1. Eligibility

To be eligible for such leave, an employee must have worked for the City for:

- a. at least 12 months, which need not be consecutive provided that any break in service does

- not exceed seven years; and,
- b. at least 1,250 hours during the 12-month period immediately before the date the leave will begin. The principles established under the Fair Labor Standards Act (FLSA) determine the number of hours worked by an employee. The FLSA does not include time spent on paid or unpaid leave as hours worked. Consequently, these hours of leave should not be counted in determining the 1,250 hours eligibility test for an employee under FMLA.

2. Length of & Reasons for Leave

Eligible employees may take up to 12 weeks of unpaid leave during any 12-month period for one or more of the following reasons:

- a. the birth or adoption of a child, or placement of a child for foster care within one year of the birth, adoption or placement;
- b. to care for a spouse, child, or parent who has a serious health condition;
- c. for a serious health condition that renders the employee unable to perform the essential functions of his/her job; and,
- d. for a qualifying exigency when a spouse, child, or parent is a military member on covered active duty or called to covered active duty.

Spouses who both work for the City and who each wish to take leave for the birth or adoption of a child, for placement of a child for foster care, or to care for a parent with a serious health condition may only take a combined total of 12 weeks of unpaid leave.

Eligible employees may take up to 26 weeks of unpaid leave during any 12-month period to care for a covered servicemember with a serious injury or illness when the employee is the covered servicemember's spouse, child, parent or next of kin. This leave is also known as military caregiver leave. The City will deduct from the 26 weeks of military caregiver leave any leave already taken for other FMLA reasons. Spouses who both work for the City and who each wish to take military caregiver leave may only take a combined total of 26 weeks of unpaid leave.

Eligible employees may take FMLA leave on a continual or intermittent basis, or to reduce their schedules. However, in no case shall leave exceed a total of 26 weeks for military caregiver leave, or a total of 12 weeks for all other FMLA leave. The City may temporarily transfer an employee to an available alternative position with equivalent pay and benefits if the alternative position would better accommodate the intermittent or reduced schedule, in instances of when leave for the employee or employee's family member is foreseeable and for planned medical treatment, including recovery from a serious health condition or to care for a child after birth, or placement for adoption or foster care. For the birth, adoption or foster care of a child, the City and the employee must mutually agree to the schedule before the employee may take the leave intermittently or work a reduced hour schedule. Leave for birth, adoption or foster care of a child must be taken within one year of the birth or placement of the child.

3. Benefits & Conditions of Leave

All qualifying employees utilizing FMLA must concurrently use all sick leave first, and once sick leave is exhausted, shall be required to use all other paid leaves concurrently. Once paid leave is exhausted, FMLA leave will be unpaid. Employees using FMLA leave for a qualifying exigency when a spouse, child or parent is a military member on covered active duty or called to covered active duty must first use all vacation and other paid leave until exhausted, after which FMLA leave will be unpaid.

The City will continue an employee's health, dental, and life insurance benefits while on FMLA leave at the same level and under the same conditions as if the employee continued working. The City will continue to withhold insurance premiums from the paychecks of employees using paid leave while on FMLA leave. Employees who exhaust paid leave while on FMLA must submit insurance premium payments directly to the Human Resources Manager. The City's insurance providers may discontinue an employee's insurance coverage if the employee fails to pay his/her insurance premiums by the 1st day of each month while on FMLA leave. The City will notify the employee 15 days in advance of a loss of insurance coverage.

4. Notification and Certification

Employees who wish to take FMLA leave must submit written notice of the need for leave to the Human Resources Manager or Administrative Services Director. When the need for leave is foreseeable, employees must provide 30 days advance notice. When the need is unforeseeable, or the need for leave arises less than 30 days in advance, employees must provide notice as soon as practicable, normally either the same day or the next business day. Employees who are absent from work while on sick leave for five or more consecutive work days must notify the Human Resources Manager or Administrative Services Director in writing of such absences. Supervisors must also report employee absences of five (5) days duration, or longer.

Within five business days after receiving notice of the need for FMLA leave or notice of five consecutive absences for sick leave, the Human Resources Manager or Administrative Services Director, or his/her designee, will provide the employee with the DOL's Notice of Eligibility and Rights Form WH-381. This notice will advise the employee if he/she is eligible for FMLA leave and if the absence or expected absence qualifies as FMLA leave.

The Human Resources Manager or Administrative Services Director, or his/her designee, may need more information to determine whether the absence or expected absence qualifies as FMLA leave. In that case, the Human Resources Manager or Administrative Services Director, or his/her designee, will identify and request the information needed, which may include certification of a serious health condition of the employee or his/her family member, a serious injury or illness of a covered servicemember, or a qualifying exigency for military family leave. The Human Resources Manager or Administrative Services Director, or his/her designee, will use one of the DOL's forms when requesting these certifications. The employee must respond to a certification request within 15 calendar days of receiving it, or provide a reasonable explanation for the delay. The City may deny leave if the employee fails to provide sufficient information in a timely manner. Any fees that might be incurred for initial certification will be the sole responsibility of the employee.

Within five business days of receiving a completed certification, the Human Resources Manager or Administrative Services Director, or his/her designee, will provide the employee with a Designation Notice using the DOL's Form WH-382. This notice will: (1) designate leave as FMLA leave and state the amount of leave that the City will count against the employee's FMLA leave entitlement; (2) decline to designate leave as FMLA leave; (3) identify additional information necessary to determine whether leave qualifies as FMLA leave; or, (4) state the City's intention to exercise its right to obtain a second or third opinion regarding the serious health condition of the employee or his/her family member.

If the City requests a second opinion, it will designate the health care provider. If the second opinion conflicts with the original medical certification, the City will require a third and final opinion from a health care provider mutually selected by the City and the employee. The City will pay the cost of obtaining a second and/or third opinion, and will provisionally place the employee on FMLA

leave pending the outcome of the opinion. The employee and/or his/her family member must cooperate with, and provide relevant medical information to, any health care provider rendering a second or third opinion. The City may deny FMLA leave, or take other action, if the employee or his/her family member fails to provide such information.

The Human Resources Manager or Administrative Services Director, or his/her designee, may directly contact the health care provider of the employee or the employee's family member to verify or clarify information. Before doing so, the Human Resources Manager or Administrative Services Director, or his/her designee, will ask: (1) the employee to provide any necessary clarification; and (2) ask the employee or his/her family member to authorize, in writing and in accordance with HIPAA Medical Privacy Rules, his/her health care provider to release clarifying information to the Human Resources Manager or Administrative Services Director, or his/her designee. At no point in time will the City use the employee's direct supervisor for this contact.

The City may request recertification for the serious health condition of an employee or his/her family member in the following circumstances:

- a. every 6 months;
- b. every 30 days when circumstances have changed significantly;
- c. upon receiving information that causes doubt as to the reason for the absence; or,
- d. when an employee seeks an extension of FMLA leave.

5. Return to Work

Before returning to work from FMLA leave, an employee must notify the Human Resources Manager or Administrative Services Director of his/her intent to return to work. The Human Resources Manager or Administrative Services Director, or his/her designee, may require an employee on leave for a serious health condition to provide a medical certification verifying that he/she is able to perform the essential functions of his/her job.

6. Terms Used in the Policy

As used in this FMLA policy, the following terms have the indicated meaning:

"Serious health condition" means an illness, injury, impairment, or physical or mental condition that involves inpatient care in a hospital, hospice, or residential care facility, or continuing treatment by a health care provider. This includes any period of incapacity or any subsequent treatment in connection with such inpatient care or a condition that requires continuing care by a licensed health care provider.

"Serious injury or illness" means: (1) for members of the Armed Forces, an injury or illness that was incurred in the line of duty on active duty (or existed before the beginning of the member's active duty and was aggravated by service in the line of duty on active duty), and that may render them medically unfit to perform the duties of his/her office, grade, rank or rating; and, (2) for veterans who were members of the Armed Forces at any time during the five-year period before the date on which the veteran undergoes medical treatment, recuperation, or therapy, a qualifying injury or illness that was incurred in the line of duty, while on active duty in the Armed Forces (or that existed before the beginning of the member's active duty and was aggravated by service in the line of duty while on active duty), and that manifested itself before or after the member became a veteran.

"Covered servicemember's child" means a covered servicemember's biological, adopted, step or foster child, legal ward, or a child for whom the covered servicemember stood in loco parentis, and who is of any age.

“Covered servicemember’s parent” means a covered servicemember’s biological, adoptive, step or foster father or mother, or any other individual who stood in loco parentis to the covered servicemember.

“Covered servicemember’s next of kin” means the nearest blood relative, other than the covered servicemember’s spouse, parent, or child, in the following order of priority: blood relatives who have been granted legal custody of the servicemember by court decree or statutory provisions, siblings, grandparents, aunts and uncles, and first cousins, unless the covered servicemember has specifically designated in writing another blood relative as his/her nearest blood relative for purposes of military caregiver leave under the FMLA. When no such designation is made and there are multiple family members with the same level of relationship to the covered servicemember, all such family members shall be considered the servicemember’s next of kin and, either consecutively or simultaneously, may take FMLA leave to provide care to the covered servicemember. When such designation has been made the designated individual shall be deemed to be the covered servicemember’s only next of kin.

“Qualifying exigency” means: (1) issues arising from a covered military member’s short notice deployment for a period of seven days from the date of notification; (2) military events and related activities; (3) child care and related activities arising from the active duty or call to active duty status; (4) activities related to making or updating financial and legal arrangements; (5) counseling; (6) rest and recuperation; (7) post-deployment activities; and, (8) any other event that the City and the employee agree is a qualifying exigency.

“Covered active duty” means: (1) for members of a regular component of the Armed Forces, duty during deployment of the member with the Armed Forces to a foreign country; and, (2) for members of the reserve components of the Armed Forces, duty during deployment of the member with the Armed Forces to a foreign country under a call or order to active duty in a contingency operation as defined in section 101(a)(13)(B) of Title 10 of the United States Code.

“Covered servicemember” means: (1) a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or, (2) a veteran who was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered veteran, and who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness. Eligible employees under this provision may not take leave under this provision to care for members on the permanent disability retired list.

J. HIPAA

The City complies with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and follows all of the guidelines regarding the protected health information of employees, dependents and patients. To view the City’s HIPAA Notice of Privacy Practices employees can go to the company intranet or request a copy from the Human Resources Manager. If an employee feels that their privacy rights have been violated a written complaint must be filed with the Human Resources Manager.

III. GENERAL POLICIES & PRACTICES

A. CONFLICT OF INTEREST

The City prohibits employees from having any interest in or engaging in any transaction, employment, activity, or enterprise that conflicts with their duties. Examples of a conflict of interest include, but are not limited to:

1. Violation of the City's Code of Ethics/Conflict of Interest Policy contained in Appendix A of this handbook.
2. Acceptance of money, loans, gifts, or other substantial consideration from persons doing business with City when intended or appearing to improperly influence the official relationship between the recipient and the donor.
3. Use of the City's property, premises or resources, or use of the employee's official position with the City, for private gain or to secure unwarranted privileges or exemptions for themselves or others.

B. ELECTRONIC COMMUNICATIONS

The City may provide computers, e-mail, internet and intranet access, voicemail, telephones, radios, and cellular phones to employees. These devices and systems are City property for use in conducting City business. The City expects employees who use City property and systems to protect them from loss, damage or theft and to immediately report to their department Director or the City Administrator all losses, damage, theft or repair needs. Employees may occasionally use them for personal matters during non-working time or in emergency situations, but at no time may employees use them for private business matters. Under no circumstances will a member of the general public, a Director, a City employee or a member of City Council have to wait for assistance as a result of a personal telephone call, text, email, or any other type of communication.

Prohibited use

Furthermore, unless through the course of legitimate work activity, employees may not use these devices and systems to download, transmit, store, view, or retrieve information that:

1. Contains abusive, discriminatory, harassing, illegal, intimidating, profane, pornographic, sexually explicit, or offensive content.
2. Violates City policy or any federal, state, or local law or regulation.

The City has the right to monitor and regulate the use of its electronic devices and systems, and has the right to review information submitted via City computers, Internet and intranet, e-mail, and cellular phones. Employees should have no expectation of privacy when transmitting, storing, viewing, or retrieving data and information on City computers, Internet and intranet, e-mail, and cellular phones. Please note that sharing computer passwords is strictly prohibited. Passwords are considered confidential and are restricted City information. Failure to adhere to the requirement to protect your password may lead to disciplinary action.

C. RETURNING TELEPHONE CALLS

Employees are expected to return calls from the public the same day if possible, but in no instance any later than one (1) business day after the call was received. Providing a written response to public telephone calls, if required, must be done within five (5) business days of the citizen's request.

D. INTRODUCTORY PERIOD

The first six (6) months from the date of hire, promotion, demotion, or transfer to a different position with the City is your introductory period. Certain departments and bargaining units have different timelines and requirements in place. A collective bargaining agreement will override this section where applicable. This period is an opportunity for you to determine if your job with the City is suitable for you. Likewise, this period is an opportunity for the City to observe your skills, abilities, performance, and attitude and determine whether they are suitable for the City. Upon completion of the initial introductory period, you will receive notice of your successful completion or notice of termination. Successful completion of the introductory period does not guarantee continued employment with the City or otherwise affect your status as an "at-will" employee. The introductory period is not to serve as a guaranteed length of employment. If the City should decide that your skills, abilities, performance, attitude, or other factors are not satisfactory, you could be subject to termination prior to completing the six (6) month introductory period.

1. Nature, Purpose and Duration

Every non-sworn person employed by the City will serve an introductory period for the first six calendar months of his or her employment, promotion, demotion, transfer or re-employment. Every sworn person employed by the City will serve an introductory period for one calendar year of his or her employment or re-employment. Sworn employees will follow the introductory period provisions as outlined in their respective collective bargaining agreements.

The purpose of the introductory period is to permit the Supervisor and Director to closely observe and evaluate the capabilities and willingness to work of the new employee. During this time, Supervisors will encourage and assist the new employee in making a successful adjustment to the job.

An introductory employee may be dismissed at any time if, in the judgment of the immediate Supervisor and Director, the quality of the employee's work or the employee's attitude do not warrant continuation of employment.

2. Appointment or Termination

The Director will prepare an introductory period evaluation to cover the introductory period. This evaluation will let the employee know if they have satisfactorily completed the introductory period and are being appointed or if it has been determined that the services of the employee have not been acceptable and are being terminated. Appointment of an employee who has satisfactorily completed the introductory period will begin with the date following the date ending the introductory period. Termination of an employee will be effective immediately upon notice.

If at any time during the introductory period it is determined that the services of the employee have not been of acceptable quality, the Director will notify the employee in writing of the date his or her services are to be terminated. A copy of the termination notice will be forwarded to the City Administrator.

3. Promotions During Introductory Period

The serving of an introductory period will not prevent an employee from being appointed to a position of a higher classification.

If an employee is promoted during the introductory period, the introductory period for the class of position to which the employee is promoted will begin on the date of appointment to such latter classification.

4. Reassignment During Introductory Period

Reassignment of an employee during their introductory period will be approved by the City Administrator prior to the reassignment.

5. Leave During Introductory Period

An introductory employee will accrue sick leave and vacation leave during this period and may utilize both to the extent it has accrued.

E. JOB POSTINGS AND PROMOTIONS

The City believes in providing its employees with promotional opportunities and will normally post job vacancies internally. However, when in the City's best interest, the City will post job vacancies internally and externally to allow non-employee candidates the opportunity to apply. If an employee is promoted to a position in a higher grade, the employee shall receive a salary adjustment to the closest approximation to five percent (5%).

F. UPGRADES

It may become necessary to modify an existing job description in order to address changes in the work environment or work responsibilities. If these changes result in the employee's position being placed in a higher job grade, the employee shall be moved to a step that is most equal to their current rate, without being reduced. If an employee feels that their job duties have substantially changed and may warrant an upgrade, it is the employee's responsibility to notify their manager and request reevaluation.

G. MEDIA POLICY

The City utilizes the Media Policy as described in Appendix BC of this handbook.

H. NEPOTISM

The City is committed to hiring the most qualified applicants for job vacancies. Due to potential for perceived or actual conflicts, such as favoritism or personal conflicts from outside the work environment, which can be carried into the daily working relationship, the City will hire or consider other employment actions concerning family members of persons currently employed only if: a) candidates will not be working directly for or directly supervising a family member, and b) candidates will not occupy a position in the same line of authority in which employees can initiate or participate in decisions involving a direct employment action to the family member. Such decisions include hiring, retention, transfer, promotion, wages, disciplinary actions, and leave requests. This policy applies to all current employees and candidates for employment.

"Family member" is defined as one of the following: relationships by blood—parent, child, grandparent, grandchild, brother, sister, uncle, aunt, nephew, niece and first cousin; and relationships by marriage—husband, wife (as defined by state law), step-parent, step-child, brother-in-law, sister-in-law, father-in-law, mother-in-law, son-in-law, daughter-in-law, half-brother, half-sister, uncle, aunt, nephew, niece, spouse/partner of any of the above and co-habiting couples or significant others.

Temporary supervision of a family member may be allowed with pre-approval from the City Administrator. This temporary supervision will be permissible in events, including but not limited to, call back duty, extended medical leave or 1 week or more of vacation at a time. At no time during that period will the supervisor be allowed to initiate or participate in decisions involving a direct employment action to the family member. Such decisions include hiring, retention, transfer, promotion, wages, disciplinary actions, and leave requests.

If any employee, after employment or change in employment, enters into one of the above relationships, one of the affected individuals must seek a transfer to a position for which they are qualified for, or a change in the reporting relationship. Such changes must be recommended by the Human Resources Manager and approved by the City Administrator. If a decision cannot be made by the affected employees within 14 days of reporting, reassignment will be made on direction of the department Director and the HR Manager.

I. LACTATION/BREASTFEEDING POLICY

Breastfeeding employees are allowed to express milk during work hours using their normal breaks and meal times. If time should be needed beyond the usual break times, employees may use other forms of paid leave. A private room (not a toilet stall or restroom) will be available for employees to express milk.

J. OUTSIDE EMPLOYMENT

Employees may engage in outside employment so long as that employment does not create a conflict of interest or a conflict with the performance of his/her duties with the City. Employees that do engage in outside employment must report the place of business and type of position to their Department Director.

K. PERFORMANCE MANAGEMENT ~~POLICY~~

The foundation of ~~the~~ Performance Management ~~Policy~~ begins with the City of Bellevue's mission, vision, statement, goals, and core values. The basic purpose of Performance Management is to: understand what work is to be accomplished; plan together how work will be accomplished; and determine together whether employee performance achieved the expectations of their job description as well as City policy, agreed upon job performance plan. The information obtained during the Performance Management process will be used to determine eligibility for pay rate increases as well as determining overall job performance. The City utilizes the Performance Evaluation Form as found on the City intranet, management process described in Appendix B of this handbook.

L. CONFIDENTIALITY

Upon accepting employment with the City of Bellevue, employees must act in such a manner that would reasonably provide for the nondisclosure or use of any confidential information, either during or after employment. Employment assumes an obligation to maintain confidentiality, and this applies after leaving City employment as well. City employees who do not maintain confidentiality of sensitive and restricted City information could be subject to disciplinary action up to and including termination.

M. ADMINISTRATION OF DOCUMENTS

Appropriate handling and maintaining confidentiality of City documents is a requirement. Each staff member who handles department documents is responsible for maintaining confidentiality and to effectively manage retention of assigned documents. If employees are questioned by someone outside the City regarding confidential City information, the request should be referred to the City Administrator for approval.

No one is permitted to remove or make copies of confidential City records, reports or documents without prior Supervisor approval. Any documents covered under public record laws are excluded under this policy. Disclosure of confidential information could lead to disciplinary action up to and including termination, as well as other possible legal action.

N. PERSONNEL RECORDS

The Administrative Services Department maintains employee personnel records and treats them as confidential. Employees, or their designated representatives, may review their personnel records. The City requires a two (2) day notice to provide files for viewing. Any outside entities (i.e. non-personnel staff, union representative, the employee or other outside entities) will be required to sign an access log when viewing an employee file. Absent a valid court order, subpoena, or government or law enforcement investigation, only individuals with a need to know may access personnel records. All reviews of personnel records must take place in the Administrative Services Department and no one may remove any personnel record from that department.

It is the responsibility of each employee to promptly notify the City of any changes in personnel data. Personal mailing addresses, telephone numbers, number and names of dependents, beneficiaries, individuals to be contacted in the event of an emergency and other such status reports should be accurate and current at all times.

O. POLITICAL ACTIVITIES

Employees may not engage in political activities during their normally scheduled work hours, but may choose to use vacation or take unpaid leave to do so. Approval of leave will be determined based on the guidelines of each respective policy. Employees may not wear their official City uniform while engaging in political activities, regardless of the time or place of those activities.

Employees may not use their official position or authority to campaign for or otherwise further the cause of any political party or candidate for public office. Employees also may not use their official position or authority to give or receive political favors or to politically coerce or unduly influence others.

P. REDUCTION IN FORCE

The City may lay off an employee because of a position elimination, department re-organization, lack of work, or lack of funds. When determining the order of layoffs, the City will consider an employee's job performance, including disciplinary actions and performance evaluations, and seniority. Written notice of a layoff for administrative reasons will be given fourteen (14) days prior to the effective date unless an emergency exists. Employees will be eligible for rehire for a period of six months from the date their layoff.

Q. SEPARATION FROM EMPLOYMENT

Employees wishing to retire or leave employment with the City must give their department Director and/or the City Administrator written notice of their intention to resign. To allow the City sufficient time to fill a position, the City encourages employees in management positions to submit this notice at least 30 calendar days prior to their desired final work day. The City encourages all other employees to submit this notice at least 14 calendar days prior to their desired final work day.

Employees who resign or separate from the City must return all City property, including but not limited to laptops, cell phones, personal digital assistants, identification cards, tools, equipment, uniforms, keys, and key fobs, to their immediate supervisor before receiving a final paycheck.

Employees who resign or separate from the City as a result of a reduction in force or discharge will receive their final paycheck on the first regularly scheduled payday following the date of separation. The final paycheck will include a payout of all accumulated vacation leave.

Employees shall receive a payout of sick leave in accordance with their respective collective bargaining agreements; unclassified employees shall be paid out as outlined in Appendix F of this handbook. Such payouts will be available in the event of their resignation/retirement in good standing, or death. Discharged employees are ineligible for sick leave payouts in any amount.

Employees who separate from employment with the City in good standing are eligible for re-hire. Employees who separate from employment with the City as a result of a discharge are ineligible for re-hire.

R. SOLICITATION AND DISTRIBUTION

To prevent the disruption of work and to maintain a business-like work environment, the City prohibits the distribution of printed materials, selling of products or services, or solicitation for any purpose during actual working time. With prior written approval of your Department Director, employees may place printed materials and/or solicitations on employee bulletin boards and/or on City property.

S. TRAVEL POLICY

See Appendix E for the City's travel policy.

T. SMOKE-FREE WORKPLACE

The City prohibits smoking in any City building, facility, vehicle or equipment. In accordance with Nebraska law, any person violating the Nebraska Clean Indoor Air Act may be charged with a misdemeanor and subject to disciplinary action in accordance with the City's progressive discipline policy. Violations of this policy, should they not violate the Nebraska Clean Indoor Air Act, are still subject to progressive discipline.

U. APPEARANCE/DRESS POLICY

All employees are required to dress appropriately for a business/customer service environment. Directors may specify any additional or alternative requirements necessary for reasons of employee safety or public health.

V. RETALIATION

It is a violation of City policy to retaliate against, intimidate, or harass any individual who exercises his/her rights or files a complaint under any of the City's policies, opposes any act or practice that violates City policy, or participates in any investigation, review, or hearing related to a complaint filed under City policy. Any member of management who knowingly allows or tolerates retaliation is in violation of this policy as well. All reported violations will be investigated by the City.

If you believe you are the subject of retaliation, you must immediately report your concerns to one of the following individuals: (1) your immediate supervisor; (2) your department Director; (3) the Human Resources Manager; (4) the Administrative Services Director; or (5) the City Administrator. Supervisors receiving a complaint must immediately report it to their department Director.

W. WHISTLEBLOWER

The City will protect employees who exhibit good faith in reporting what they reasonably consider to be violations of federal, state or local statutes, or conditions that would put their health or safety, or that of other employees, at risk. The City has established reporting procedures for all such violations,

conditions or circumstances, and we ask that our employees give us the opportunity to investigate and take action to correct the problem. No employee will be discharged, retaliated against, or discriminated against in any manner for reporting what they in good faith believe to be such problems.

X. GRIEVANCE PROCEDURE

The City designed the following three-step procedure to address and resolve employee grievances concerning his/her suspension, demotion, discharge or the application or interpretation of City policy. Failure to present a grievance, as well as failure to appeal a grievance, within the time period specified will void and prevent any future consideration of the grievance. Failure to answer within the time allowed, at any step, will allow the person filing the grievance to appeal to the next step.

Step 1

An employee wishing to file a grievance must submit the following information in writing to his/her immediate supervisor within ten business days of the action giving rise to the grievance:

1. the employee's name;
2. a detailed description of the action(s) on which the grievance is based;
3. the date(s) of the action(s);
4. the names of all witnesses to, or persons with knowledge of, the action(s);
5. the City policy(ies) and/or procedure(s) allegedly violated, if applicable; and,
6. the requested remedy.

The employee's immediate supervisor will review the grievance and may meet with the employee to discuss the grievance. The immediate supervisor will consider the information presented and issue a written decision to the employee, typically within ten (10) business days of receiving the written grievance.

Step 2

An employee who is dissatisfied with his/her immediate supervisor's written decision may appeal that decision to his/her department Director. Within five (5) business days from the date of the immediate supervisor's decision, the employee must submit a copy of the initial grievance and the immediate supervisor's decision to the department Director. The department Director will review the employee's grievance and the immediate supervisor's decision and may meet with the employee. The department Director will consider the information presented and issue a written decision to the employee, within ten (10) business days of receiving the appeal.

Step 3

An employee who is dissatisfied with his/her department Director's written decision may appeal that decision to the City Administrator. Within five (5) business days from the date of the department Director's decision, the employee must submit to the City Administrator a copy of the initial grievance, the immediate supervisor's decision, the department Director's decision, and if desired, a request to meet with the City Administrator. The City Administrator will review and consider the information presented. The City Administrator will meet with the employee, if requested (so long as employee has already complied with Step 1 and 2), and the department Director, Administrative Services Director, Human Resources Manager, and/or legal counsel may attend the meeting. The City Administrator will issue a written decision to the employee, typically within ten (10) business days of receiving the appeal or meeting with the employee.

None of the above precludes the possibility of meetings at any step of the grievance procedure among the parties involved to discuss and attempt to settle the issues involved. Copies of the grievance, and

the answers thereto, at all steps in the procedure outlined above will be submitted to the City Administrator who shall determine the distribution of said grievance. If an employee is called upon to give testimony on his or her grievance, said employee will have the right to be represented by any person of their choice if the employee so desires. An extension to the number of days in any step must be mutually agreed upon by the City and the employee. The grievance procedure in any respective collective bargaining agreement will be utilized for those employees that such agreement covers.

Y. PRESS RELEASE POLICY

See Appendix D for information regarding the City's press release policy.

IV. SAFETY AND SECURITY POLICIES

A. CELL PHONES AND PDA'S

The City recognizes that many employees have personal cell phones and/or personal digital assistants ("PDAs") used for non-work-related matters. To foster productivity and limit disruption in the workplace, employees may only use these devices for non-work-related matters during breaks and meal periods or in emergency situations.

To ensure the safety of all City employees and general public, cell phones and City radio use are discouraged while operating City vehicles/equipment, except for emergency vehicle operations. Whenever possible, pull over to a safe area and park the vehicle before answering or making a call. The act of sending, receiving or reading any electronic message (text, email, etc.) while operating City vehicles/equipment is strictly prohibited.

B. PHYSICAL EXAMINATIONS

The City may require an employee, as a condition of employment or continued employment, to submit to undergo a physical examination when related to the applicant's or the employee's job and consistent with business necessity. The City will pay for the cost of the examination. The City will also select a health care provider to perform the examination, who will determine whether the employee is fit for duty and able to perform the essential functions of his/her job and/or whether the employee will not pose a risk of substantial harm to himself/herself or the health or safety of others. The City will maintain the confidentiality of all information regarding the applicant's or the employee's medical history and will disclose the results only to those with a need to know.

The City expects applicants and employees to provide accurate and complete information to the health care provider, which includes the disclosure of the need to use prescription and/or nonprescription legal drugs at work. At any time of employment, employees who need to use prescription or nonprescription legal drugs while at work must report this requirement to their supervisor if the use might impair their ability to perform the job safely. Depending on the circumstances, employees may be reassigned, prohibited from performing certain tasks or prohibited from working if they are determined to be unable to perform their jobs safely while taking prescription or nonprescription legal drugs. The City will withdraw a conditional offer of employment, and will give no further consideration, to applicants who provide inaccurate or incomplete information to the health care provider or who refuse to submit to or do not pass a physical examination. The City will discipline, up to and including discharging, employees who fail to provide accurate or incomplete information to the health care provider or who refuse to submit to a physical examination.

C. DRUG AND ALCOHOL FREE WORKPLACE

The City seeks to maintain a drug-free workplace for the safety and health of its employees and citizens. Being impaired may pose serious safety and health risks, not only to the user, but to all employees and citizens exposed to the user as well as the security of the City's equipment and facilities. The possession, use or sale of alcohol or illegal drugs in the workplace pose unacceptable risks for the City's safe and efficient operations. Accordingly, it is the City's right, obligation and intent to maintain a safe and efficient

working environment for all of its employees and to protect City property, equipment, operations, and citizens. This Policy applies to all employees as well as prospective employees.

1. Substances

- a. Illegal Drugs¹ and Alcohol.** The City prohibits employees from being under the influence of, or using, in possession of, manufacturing, purchasing, selling, dispensing, or distributing alcohol or illegal drugs while performing work for the City, while operating City vehicles or equipment, or while on City property. This policy does not prohibit employees who are not performing work for the City or operating City vehicles or equipment from consuming, possessing, purchasing, selling, dispensing or distributing alcohol at City-sponsored or City-sanctioned social functions on City property.

The presence, in any detectable amount, of any illegal drug in an employee while performing City business or while in a City facility is prohibited.

- b. Legal Drugs².** The City further prohibits employees from using or being under the influence of any legally obtained drug, whether prescribed or over-the-counter, while performing work for the City, while operating City vehicles or equipment, or while on City property to the extent such use or influence may affect: (1) the safety of the employee; (2) the safety of other City employees or members of the public; (3) the employee's job performance; or, (4) the City's safe or efficient operation. Employees are under no obligation to reveal use of a legally obtained drug unless they know or reasonably should know that the drug would have one or more of these effects.

Employees must inform their supervisor within 24 hours of being given a citation and/or receiving a conviction of a drug or alcohol related offense committed while the employee was on work premises or representing the City in any official capacity.

Employees who are off duty and under the influence of alcohol or drugs must refuse emergency calls.

2. Drug and Alcohol Screening

At the City's discretion, it may require an employee to submit to drug and/or alcohol testing in the following circumstances:

- a. Pre-employment.** The City requires all applicants, upon receiving an offer of employment with the City, to submit to a drug and/or alcohol test. Employment with the City is conditional on passing that test. The City will withdraw a conditional offer of employment, and will give no further consideration, to applicants who refuse to submit to, or fail, drug and/or alcohol testing.
- b. Reasonable Suspicion.** The City may require an employee to undergo such testing where management has a reasonable suspicion based on observation to believe that an employee is using or has used drugs and/or alcohol in violation of this policy. The Human Resources

¹ "Illegal Drug" means: Any drug (a) which is not legally obtainable; or (b) which is legally obtainable but has not been legally obtained. The term includes prescribed drugs not legally obtained and prescribed drugs not being used for prescribed purposes. This definition also includes marijuana, even if such substance is legal in a state other than Nebraska.

² "Legal Drug" includes prescribed drugs and over-the-counter drugs which have been legally obtained and are being used for the purpose for which they were prescribed or manufactured.

Manager or the Administrative Services Director should be consulted before sending an employee for testing. All levels of supervision making this decision must use the Observation Checklist (located on City Intranet and HRIS system) to document specific observations and behaviors that create a reasonable suspicion

that the person is under the influence of illegal drugs or alcohol. If the results of the Observation Checklist indicate further action is justified, the manager or supervisor, along with another member of management, should confront the employee with the documentation. *Under no circumstances will the employee be allowed to drive himself or herself to the testing facility. A member of supervision/management must escort the employee; the supervisor/manager will make arrangements for the employee to be transported home.*

c. Injury or Accident. The City may require an employee to undergo drug and/or alcohol testing if the employee: sustains a personal injury in the workplace that requires medical treatment beyond first aid; has an injury that results in days away from work, restricted work or transfer to another job; has an injury that results in loss of consciousness; has been involved in a workplace accident where another individual has sustained a personal injury resulting in medical treatment; is involved in any incident resulting in the loss of human life; receives a ticket for a moving traffic violation arising from an accident; is involved in a workplace accident resulting in property damage of \$1,000 or more.

d. Follow-up. The City may require an employee to undergo such testing for a minimum period of one year (maximum period of 60 months) following a previous positive test result.

The City generally will use the collection and testing procedures established by the State of Nebraska and the United States Department of Transportation for drivers of commercial motor vehicles. The City will pay the cost of all initial and confirmatory drug and/or alcohol tests, and will pay any lost wages for submitting to tests before or after an employee's regular work hours. The City will treat as confidential the results of drug and/or alcohol testing and will disclose the results only to those with a need to know. An employee's consent to submit to testing is required as a condition of employment. Any employee who refuses to submit to a required drug or alcohol test, or who attempts to invalidate or commit fraud concerning the test, or who fails to appear for a scheduled test in a timely manner, without prior written permission from the City, will be discharged.

3. DUI and DWI

Any City employee that is arrested for Driving Under the Influence (DUI) or Driving While Intoxicated (DWI) is required to notify their supervisor as soon as possible. Should an employee have their operator's license or Commercial Driver's License (CDL) suspended or revoked due to a DUI or DWI the employee must notify their supervisor immediately. Any employee required by his or her respective position to have and maintain an operator's license and/or Commercial Driver's License (CDL), and is convicted of Driving Under the Influence (DUI) or Driving While Intoxicated (DWI), will be subject to disciplinary action as outlined in section 4 of this policy. As described in City-owned vehicle policy, no employee may operate a City owned motor vehicle under a temporary or probationary license. Notwithstanding travel to and from work, it is the City's policy that such employees may not use their personal vehicle for business purposes during work hours.

4. Disciplinary Action

Any employee that violates any provision of the City's Drug and Alcohol Free Workplace policy is subject to disciplinary action, up to and including termination. Based upon a review of the employee's overall work record (including, but not limited to, attendance, prior disciplinary actions within the last

3 years as well as performance evaluations) and the circumstances of the case (including, but not limited to, the ability of the City to reasonably accommodate the employee if modified job duties would be necessary as well as the severity of the offense), the City may decide to forego termination and impose another form of discipline (suspension, demotion, or any combination of the two) and require that the employee submit to rehabilitation and place the employee on a "Last Chance" agreement.

In such event, the employee must immediately enroll in and successfully complete an approved rehabilitation program, of which, the employee will be responsible for all related costs. An employee required by the treatment program to take time off must use accumulated sick leave, compensatory time or vacation leave to the extent it is available in the employee's account. Employees who do accept a "Last Chance" agreement as a term of continued employment are subject to follow-up testing as outlined in section 2d of the City's Drug and Alcohol Free Workplace policy.

The "Last Chance" agreement shall apply to current employment, and if applicable, subsequent reemployment(s) for a period not to exceed 15 years of total employment. If the employee on a "Last Chance" agreement tests positive in follow up testing, or tests positive under reasonable suspicion or post injury/accident, they will be subject to immediate termination.

Additionally, should any employee on a "Last Chance" agreement, that is required by his or her respective position to have and maintain an operator's license and/or Commercial Driver's License (CDL), be convicted of subsequent Driving Under the Influence (DUI) or Driving While Intoxicated (DWI) offenses, they will be subject to immediate termination. The employee will waive all rights to contest any termination resulting from a violation of the "Last Chance" agreement.

The City encourages employees who suffer from alcohol or drug abuse to obtain treatment. It is the employees' responsibility to seek assistance before alcohol and drug problems lead to disciplinary action, which may include discharge. The employee's decision to seek assistance, will not be used as the basis for disciplinary action and will not be used against the employee in any disciplinary proceeding. Once a violation of this Policy occurs, seeking or undergoing rehabilitation will not necessarily lessen disciplinary action and may, in fact, have no bearing on the determination of appropriate disciplinary action.

D. MODIFIED DUTY

It is the policy of the City that eligible employees have the opportunity to work in modified duty assignments when available and consistent with operational needs and without posing an undue hardship to the City. Sworn employees of the Police and Fire Departments will follow the Modified Duty policy as defined in their respective collective bargaining agreements as well as the standard operating procedures of their departments.

Eligible employee means any employee who:

1. suffers from a work-related or non-work-related, medically certified illness, injury, or pregnancy requiring treatment by a licensed healthcare provider; and,
2. because of that condition, is temporarily unable to perform all of the essential functions of his/her regular assignment, but is capable of performing some of those functions or an alternative assignment.

Eligible employees in full-time positions will receive preference for modified duty assignments. A modified duty assignment is a temporary assignment to a position or special project within the

eligible employee's department or in another department that: (1) may involve duties outside the scope of the employee's regular duties; (2) will not affect the employee's pay classification or increases, promotional opportunities, or fringe benefits; and, (3) will not involve overtime. A modified duty assignment for pregnancy and non-work-related injuries and illnesses may not exceed an aggregate of six months, or 1040 work hours, during any 24-month period.

An employee seeking a modified duty assignment must submit to their immediate supervisor: (1) a written request to return to work; and, (2) a return-to-work certificate signed by a licensed healthcare provider who acknowledges that he/she has reviewed the employee's job description and describes the nature and probable duration of any work restrictions. The immediate supervisor shall immediately forward these documents to his/her department Director, who shall immediately forward them to the Safety and Insurance Coordinator or Return-to-Work Coordinator. The Safety and Insurance Coordinator or Return-to-Work Coordinator will determine whether the employee is eligible and will notify the employee of that determination. Eligible employees also will receive notice of their modified duty assignment based on the employee's knowledge, skills, abilities, and restrictions as well as departmental needs; the date their assignment will begin; and, the name of the supervisor to whom they must report.

Eligible employees may decline a modified duty assignment. However, if the assignment is consistent with the recommendations of the employee's healthcare provider, the employee may not return to work and must use paid leave (or unpaid, only if paid leave is not available) until his/her healthcare provider certifies that he/she is able to perform all of the essential functions of his/her regular assignment (i.e. full duty with no restrictions).

Eligible employees who accept a modified duty assignment must comply with the rules and expectations of the department and/or division to which they are assigned. Supervisors of employees on modified duty assignments shall assign, and employees shall only accept, duties that are consistent with the employees' medical restrictions. While on modified duty, eligible employees must cooperate with any requests by the Safety and Insurance Coordinator or Return-to-Work Coordinator for information related to their duties, restrictions, and/or condition. Eligible employees must also submit to a re-evaluation of their condition by their healthcare provider if requested by Safety and Insurance Coordinator or Return-to-Work Coordinator. Prior to concluding a modified duty assignment, eligible employees must submit a completed return-to-work certificate to the Safety and Insurance Coordinator or Return-to-Work Coordinator.

E. CITY-OWNED VEHICLES

City vehicles are provided to support work activities and are to be used only by qualified and authorized employees. Such use shall be in accordance with the rules and regulations of the Internal Revenue Service pertaining to the use of vehicles owned by employers. In all cases, these vehicles are to be operated in strict compliance with motor vehicle laws of the jurisdiction in which they are driven and with the utmost regard for their care and cost. Seat belts will be worn at all times when driving or riding in a City vehicle.

1. Authorization

Employees who are authorized to use a City vehicle must meet the following requirements:

- a. Must be at least 18 years of age;
- b. Must meet licensing requirements for the class of vehicle being operated;
- c. Comply with all restrictions listed on their driver's license;

- d. Must consent to the City obtaining their official driving record, if requested;
- e. Wear seat belts and ensure that all passengers are wearing seat belts;
- f. Operate the vehicle in a safe manner;
- g. Obey all federal, state, and local laws, regulations, and rules of the road;
- h. Drive defensively to avoid injuries and property damage;
- i. Notify their Department Director or the City Administrator should they receive a citation while driving a City vehicle; and,
- j. Keep vehicles clean and free of debris.

2. Disqualifications

Cannot have any of the following violations:

- a. Been convicted of three or more moving violations or at fault accidents in the past 36 months;
- b. Has been convicted of fleeing or eluding police, leaving the scene of an accident, passing a stopped school bus, reckless driving, or willful reckless driving in the past 36 months.

3. Restrictions

The City prohibits employees from:

- a. Using a cell phone or electronic device for texting, emailing, or other forms of written electronic communication;
- b. Smoking in City vehicles at any time;
- c. Being under the influence of or using alcohol or illegal drugs; and
- d. Being under the influence of or using legal drugs that may affect the employee's job performance, the City's safe or efficient operation, or the safety of the employee, other City employees, or members of the public.

4. Review of Motor Vehicle Record

State Motor Vehicle Records (MVRs) will be used as the source of verifying driver history. MVRs will be obtained and reviewed at least annually for employees who operate City vehicles. Driving privileges will be withdrawn or suspended for any authorized driver not meeting the above requirements. In addition, appropriate disciplinary action may be taken. Employees who operate City vehicles must immediately notify their department Director or the City Administrator if their driver's license is expired, revoked or suspended. Employees who are unable to operate a City vehicle in the performance of their job duties are subject to disciplinary action up to and including termination.

5. Traffic Violations and Drug Testing

Fines for parking or moving violations are the personal responsibility of the assigned operator. The City will not condone nor excuse ignorance or traffic citations that result in court summons being directed to itself as owner of the vehicle.

Each driver is required to report all moving violations to their immediate Supervisor within 24 hours. This requirement applies to violations involving the use of any vehicle (City, personal, or other) while on City business. Failure to report violations will result in appropriate disciplinary action. Traffic violations resulting in a citation incurred during non-business hours that will affect your drivers' license as well and are subject to review.

When an accident involves a City vehicle of any type the City reserves the right to require a drug and/or alcohol test on the driver within two hours by a medical facility. Employees must immediately call the non-emergency police number to report all accidents involving a City vehicle

and get a police report. They must then notify their department Director or the City Administrator when an accident occurs. The City may hold employees personally liable for the negligent or careless use of City vehicles.

6. Operation of City Vehicles Under a Probationary or Temporary License

No employee may operate a City owned motor vehicle under a temporary or probationary license. Notwithstanding travel to and from work, it is the City's policy that such employees may not use their personal vehicle for business purposes during work hours. Paper licenses issued by the state that afford the driver all normal driving privileges are not considered temporary licenses under this policy.

V. EMPLOYEE CONDUCT & DISCIPLINE POLICIES

A. CODE OF ETHICS

The City expects all of its employees, as employees and representatives of the City and its citizens, to demonstrate the highest standards of ethics and business conduct. Toward that end, employees shall abide by the Code of Ethics adopted by the City Council and contained in Appendix A of this handbook.

B. GENERAL RULES OF CONDUCT

As an integral member of the City's employment team, employees shall accept certain responsibilities, adhere to acceptable business principles, and exhibit a high degree of customer service and personal integrity at all times. The City will comply with all federal, state and municipal statutes.

C. CONDUCT STANDARDS

In addition to the Code of Ethics, the City requires its employees to abide by standards and rules that foster a safe and healthy workplace, ensure the highest quality of service to citizens and businesses, and protect the City's reputation and property. The City, therefore, prohibits employees from conducting themselves in a manner that is inconsistent with these principles.

The following is a non-exhaustive list of conduct that the City prohibits and considers sufficient cause for disciplinary action:

1. Adversely affecting relations with employees, customers, citizens or vendors.
2. Abusing the City's leave policies.
3. Engaging in disrespectful, discourteous, belligerent, or abusive behavior.
4. Habitual or excessive absenteeism or tardiness.
5. Dishonesty and/or providing false or misleading information, or omitting to provide information, to the City or its employees, customers, citizens or vendors.
6. Avoiding, refusing, neglecting or failing to perform work duties.
7. Destroying, damaging, sabotaging, misappropriating, misusing, stealing or tampering with the property of the City or its employees, customers, citizens or vendors.
8. Unauthorized or inappropriate use of City property.
9. Insubordination, or refusing or failing to follow a supervisor's order or instruction.
10. Causing or threatening to cause injury to individuals or property.
11. Failing to report work-related injuries, illnesses, accidents or damages.
12. Using abusive, vulgar, profane, threatening or obscene language.
13. Falsifying records, reports, or documents, including employment application.
14. Inducing, attempting to induce, or participating in the inducement or attempted inducement of, a City officer or employee to commit an illegal act or violate City policy.
15. Leaving one's work station or area without a supervisor's permission.
16. Gambling or conducting, soliciting or participating in lotteries, pools or other games of chance on City property without previously obtained Director permission.
17. Incompetence, or engaging in sub-standard work performance, conduct, or quality that results in a loss of confidence or trust in the employee or his/her ability to perform at an acceptable level.
18. Working unauthorized overtime and/or failing to properly record time worked and time off.

19. Engaging in harassing, discriminating, threatening, intimidating, or retaliatory conduct.
20. Working under the influence of drugs and/or alcohol (in violation of the Drug and Alcohol Free Workplace Policy).
21. Misrepresenting City policies and procedures.
22. Discussing or divulging confidential information to any person not authorized to receive said information.
23. Abusing or misusing one's position or authority.
24. Inability to get along with coworkers or the public.
25. Violating federal, state or local law.
26. Violating City policy and/or the policies in this Handbook.
27. Using City property for personal gain, benefit or reasons, including the conduct of personal business during paid time on the City clock.
28. Use of City position for private gain.
29. Engaging in any conduct that the City deems unprofessional or unbecoming, reflects adversely on the employee or the City, damages the City's reputation, or that is inconsistent with reasonable rules of conduct or the City's best interests.
30. Failure to comply with State Constitution, State Statutes, an executive order, rules and regulations of the employing department.

D. DISCIPLINE AND DISCHARGE

The City may take disciplinary action, up to and including termination, when behavioral and/or performance issues arise. The City Administrator, department Director, or their designee may place an employee on paid administrative leave pending the outcome of an investigation into a complaint or potential violation of City policy.

When the City deems it appropriate under the circumstances, the City will use progressive discipline as outlined below. However, the City may combine or skip steps depending on, among other factors, the nature of the issue, the facts of each situation, mitigating and aggravating factors, and the employee's disciplinary history, regardless of whether the current issue is the same or different than any past problem.

Disciplinary procedures for the Police and Fire Departments must conform to those established by the Civil Service Commission. Discharge and discipline procedures as set forth by Civil Service Commission Rules and Regulations, City Ordinance and collective bargaining agreements shall supersede this policy where applicable.

1. Verbal Warning

A supervisor or department Director may give an employee a verbal warning that will involve a discussion of the nature of the problem, the expectations for performance improvement and/or problem resolution, and the potential for further disciplinary action. The supervisor or department Director will document the verbal warning, provide a copy to the employee, and place the verbal warning in the employee's personnel file.

2. Written Warning

A supervisor or department Director may give an employee a written warning that will identify the nature of the problem, the expectations for performance improvement and/or problem resolution, and the potential for further disciplinary action. The supervisor or department Director will

provide a copy of the written warning to the employee and place the written warning in the employee's personnel file.

3. Suspension and/or Demotion (Final Warning)

A department Director may recommend, in writing, that the City Administrator demote and/or suspend an employee for up to 30 days. Any employee that is suspended will serve his or her suspension without pay. In his/her recommendation to the City Administrator, the department Director will identify the nature of the problem and the reasons for his/her recommendation. The department Director will provide a copy of the recommendation to the employee.

4. Termination

A department Director may recommend, in writing, that the City Administrator terminate an employee. In his/her recommendation to the City Administrator, the department Director will identify the nature of the problem and the reasons for his/her recommendation. The department Director will provide a copy of the recommendation to the employee.

Prior to the City Administrator adopting, modifying or rejecting a department Director's recommendation for suspension, demotion, and/or termination, an employee (that is not in their introductory period) has the right to a pre-disciplinary hearing. At that hearing, an employee may present his/her version of the facts, present evidence of mitigating circumstances and/or exculpatory information, and call witnesses.

An employee wishing to exercise his/her right to a pre-disciplinary hearing must direct his/her written request to the City Administrator within five business days of the recommendation for suspension, demotion, or termination. The City Administrator will then notify the employee of the time and date of the pre-disciplinary hearing. The pre-disciplinary hearing will be recorded.

Following the hearing, the City Administrator will issue a decision on the disciplinary recommendation, provide a copy to the employee, and place a copy of the decision in the employee's personnel file.

If the City Administrator does not receive a written request for a pre-disciplinary hearing within five business days of the disciplinary recommendation, the employee will be deemed to have waived his/her right to such a hearing and the City Administrator will issue a decision on the recommendation. The City Administrator will provide a copy of his/her decision to the employee and place a copy of the decision in the employee's personnel file.

VI. WAGES & HOURS OF WORK

A. ATTENDANCE

The City provides important and critical services to its citizens and businesses. To ensure that it continues to provide those services, the City expects all employees to be present when scheduled. The City deems regular attendance an essential function of all jobs and will consider your attendance record when making changes to employment status including, but not limited to, promotion, transfer, termination, demotion, and layoff decisions.

1. Absences

If an employee must be absent or late due to the weather, illness, injury, or other emergency, the employee must notify his or her Supervisor or Director by a personal phone call, when possible, prior to the first normal duty hour. During a long illness, an employee must keep his or her Supervisor or Director advised of the employee's status and anticipated return date.

You, or someone on your behalf, must speak directly with, leave a voicemail for, or email/text your immediate supervisor, or his/her designee, with an explanation of why you will be absent or late, and the date and/or time you will return. You must continue to notify your immediate supervisor, or his/her designee, each day you are absent. Failure to give timely and proper notice of any absence or late arrival may result in discipline, up to and including termination. The City considers any absence of three (3) or more days, without the proper communication/notification to your immediate supervisor, to be grounds for immediate termination.

2. Tardiness

As a condition of employment, employees shall be at their places of work promptly at the beginning of their normal work duty periods and at the end of their lunch periods. It is expected that the employee shall remain at their place of work throughout the duration of their normally scheduled shift. Tardiness, or the failure to comply with the expectations as described previously in this paragraph, will be monitored and recorded by the Supervisor or Director for inclusion in each employee's personnel file and may lead to disciplinary action.

B. EMPLOYEE CLASSIFICATIONS

For purposes of determining compensation and benefits, the City will classify an employee as one of the following:

1. Full-time (FT)

Employees are hired for an indefinite period of time and are regularly scheduled to work a minimum of 40 hours per workweek. Full-time employees are eligible for all benefits offered to employees.

2. Part-time benefit eligible (PB)

Employees are hired for an indefinite period of time and are regularly scheduled to work 30-39 hours per work week. They will be considered full time for health and dental insurance (rates) benefits but do not receive any other benefits. Full-time status under this classification does not afford any employee any other benefit, provision or policy in this handbook; for all purposes other than health and dental insurance, this employee is considered a Part-time employee.

3. Part-time (PT)

Employees are hired for an indefinite period of time and are scheduled to work no more than 28 hours per workweek, or in the case of part-time firefighters, 168 hours in a 28 day work cycle. Part-time employees are not eligible for any benefits.

4. Seasonal (SE)

Employees are hired for a period of no more than 120 days per year.

5. Temporary (TM)

Employees are hired for a period of no more than 90 calendar days.

Such employee will either be:

1. Exempt

Exempt employees are administrative, executive, and professional employees and certain computer professionals who typically earn wages on a salary basis. These employees are ineligible for overtime compensation under the Fair Labor Standards Act ("FLSA").

2. Non-exempt

Non-exempt employees earn wages by the hour or on a salary basis and are eligible for overtime compensation under the FLSA.

The determination of exempt or non-exempt status is based on the current job description of every City position.

Regardless of classification, work schedules for employees can vary throughout our organization. Staffing needs and operational demands may necessitate variations in starting and ending times, as well as variations in the total hours that may be scheduled each day and week.

C. JOB CLASSIFICATION PLAN

1. General

A written job classification plan has been established to identify those job assignments that employees perform which are necessary to complete the mission of City government.

A written job classification contains the purpose of the job, the essential functions of the job, the essential knowledge, abilities and skills necessary to perform the job, any essential education, certification and/or licenses to perform the job and essential physical demands and working conditions that the employee will need and encounter in performing the job.

The purpose of the above job classification categories are to assist the City with the ability to:

- a. establish appropriate pay based upon comparability studies and ensure like pay for like work as well as statutory requirements regarding public employee bargaining;
- b. provide a means of analyzing work distribution, areas of responsibility, lines of authority and other relationships between City job classifications;
- c. establish training programs to enhance the performance of current job duties or for future promotional opportunities for employees; and
- d. determine appropriate job interview questions to ensure compliance with equal opportunity laws and regulations.

2. Modification to Existing Job Classification Plan

It may become necessary to modify the existing job classification plan in order to address changes in the work environment or work responsibilities. These changes may result in the amendment to

in existing job classification, consolidation of existing job classification, the creation of a new job classification or the deletion of an existing job classification.

When a department Director anticipates or is experiencing a change in the work environment or a modification to existing work responsibilities, the department Director shall submit a written request to the City Administrator outlining the justification for the request.

The City Administrator shall research and analyze the written request and determine the appropriate action to be taken. Based upon the results of the analysis and research, the City Administrator may:

- a. determine the department request is not justified and take no action;
- b. amend the job classification in question to reflect the resolution of the request;
- c. create a new job description that will address the resolution of the request; or
- d. consolidate and/or delete of the existing job classification as part of the research and analysis.

Employees assigned to an existing job classification that has been determined to be deleted shall adhere to the "Reduction in Force" procedure as stated in the policy or as stated within their respective labor agreement that represents said job classification.

3. Transfer

Transfers of employees of the same job classification from one department to another department must be approved by the City Administrator. Directors wishing to transfer an employee of the same job classification to a different department will submit to the City Administrator a written request outlining the justification for the transfer. The effective date of the transfer will be the date authorized by the City Administrator.

Transfer of employees of the same job classification within a department is the responsibility of the Department Director.

D. FLEXTIME

Keeping that in mind employee classifications as defined under employee classifications (VI, Wages & Hours of Work, pg. 37-38), benefit eligibility is determined solely based on those classifications where time is measured on a workweek basis, not per pay period (2-week timeframe). Therefore flextime principles must be applied in the same manner. There are two different categories of flextime that the City recognizes, flexible schedules and flextime arrangements.

Flexible schedules are pre-approved changes in the employee's weekly scheduled hours of work (shift). Using the administrative staff as an example, the scheduled hours are typically 8am-4:30pm, Monday through Friday. An employee with a pre-approved flexible schedule could change their weekly scheduled hours to 7:00am-3:30pm, Monday through Friday, so long as the employee is working 40 hours per week and maintaining their employment classification.

Flextime arrangements ("flextime") are pre-approved changes in hours that may vary week to week. Again, using administrative staff as an example, an employee might need to leave at

3:30 one day for a school program for their child. A flextime arrangement would allow that employee to work an extra hour in that week to make up for the hour that they left early. 40 hours per week must be met in order to maintain employment classification.

A full-time employee who has successfully completed his/her introductory period may work a flexible schedule ("flextime") with the prior written approval of his/her department Director. A department Director may work a flexible schedule with the prior written approval of the City Administrator. Upon receipt of a flextime request, the department Director or City Administrator will consider the job duties and performance of the individual requesting flextime and the staffing needs of the department. The department Director or City Administrator may suspend or cancel the flextime arrangement at any time. For further clarification and details, please see Appendix H of this Employee Handbook.

E. HOURS OF WORK, BREAKS AND MEALS

The City Administrator and department Directors are responsible for establishing the hours of work for the employees they supervise.

Employees scheduled to work eight (8) hours or more a day may take:

1. 60-minute meal break each day (and no breaks), 30 minutes of which will be unpaid; or,
2. 30-minute, unpaid meal break and two 15-minute paid breaks each day.

Employees may not take breaks or lunch breaks earlier than 60 minutes following the beginning of their shift or later than 60 minutes before their shift ends.

F. OVERTIME AND COMPENSATORY TIME

1. Overtime

The City will pay unsworn, non-exempt employees the overtime rate of one and one-half (1½) times their base rate of pay for hours worked in excess of 40 per workweek. In calculating "hours worked," the City will consider only actual hours worked, vacation, holiday, bereavement, military and comp time/administrative leave comp-time. Sick leave will not be counted as hours worked in computing overtime. Employees

must receive written approval from their immediate supervisor prior to working overtime, and failure to do so may result in disciplinary action.

2. Compensatory Time

In lieu of overtime compensation, non-exempt employees may opt to accumulate compensatory

time at the rate of one and one-half (1½) times their hours worked in excess of 40 per workweek. Such employees may not accumulate more than ~~60~~⁸⁰ hours of compensatory time at any given time, and may use compensatory time upon receiving advance written approval from their immediate supervisor. Once the ~~80~~⁶⁰ hour max is accumulated, all overtime will be

paid

at the rate of one and one-half (1½) times their base rate of pay for hours worked in excess of 40 per workweek. Under no circumstances should employees be performing work off of the clock.

3. Administrative Comp Time

Exempt employees may earn administrative ~~comp-leave~~ time. ~~CompLeave~~ time can be earned at

- a rate of _____ of _____
- a ~~one hour 50% of leave for each hour the hours~~ exceeding 40 each week, not to exceed 80 hours in _____
- a fiscal year. On September 30th of each year, Employees whose administrative comp time leave balance equals or exceeds 20 hours will not be eligible to earn additional administrative comp time until they reduce their total administrative comp time balance below 20 hours.

Time spent attending mandatory meetings and trainings, per job requirements, is counted as hours worked and will be paid. If attendance is voluntary and not required by the City, employees will not be paid. Non-exempt employees will be paid for travel time to attend mandatory meetings and trainings from their normal work location to the meeting location. Employees will not be paid for travel time from (or to) home for a required meeting or training. If an employee is required to attend a meeting or training and is not scheduled to work that day, the employee will be compensated for time spent at the meeting and any travel time to and from the meeting that takes place within what would typically be the employee's regularly scheduled work day; however, travel from (or to) home in connection with such a meeting is not compensable if such travel occurs outside the employee's regularly scheduled work hours.

G. COMPENSATION

1. General Policy

Please refer to any union collective bargaining agreements if appropriate.

It is the policy of the City to pay fair and equitable salaries to all employees based on the relative value of each position within the City, giving due consideration to rates paid in comparable municipalities for comparable work and to the financial position of the City. Further, it is the City's policy to maintain a salary program which will:

- a. Attract and retain high caliber individuals; and
- b. Provide peak motivation to employees by paying salaries, within the boundaries of the established ranges, based on the individual's accomplishments.

2. Responsibility for Salary Administration

The City Administrator is responsible for the development, maintenance and continued administration of the salary schedule. The City Administrator will conduct such special studies of pay policies deemed necessary or expedient, and as a result of such study, may recommend amendments of salary ranges and related employee policies to the Mayor and City Council.

3. Salary Ranges

A salary range provides a minimum and maximum salary rate. The minimum salary rate serves as a

normal entrance salary for new appointees to any position in a class and represents the lowest rate to be paid to an employee who is considered qualified for appointment to, or retention of, the position. A maximum salary rate is the highest amount to be paid to any employee who occupies a position in the class, considering the limitation on the class of positions and its relationship to other classes.

The salary ranges are intended to furnish administrative flexibility in meeting changing labor market conditions and recognizing meritorious services of employees.

No payment or allowance will be made to any employee which would have the effect of causing his or her total compensation or pay for any period to exceed the maximum rate prescribed for the class except as is expressly authorized in the established salary or by the provisions of the section relating to overtime allowances. Likewise, no employee should be paid less than the minimum rate prescribed for his or her class.

4. New Employee Pay Rates

New employees will be hired as close to the minimum of their position grade range as possible unless they possess special qualifications or extensive experience. Employees will not be hired at an actual salary above the minimum of his or her position grade range, except under unusual circumstances as determined by the City Administrator.

5. Pay Increase Eligibility

Upon successful completion of the introductory period and anniversary date, an employee may receive a pay adjustment. Eligibility for such increases will be based upon successful completion of goals in accordance with the City's Performance Management policy. For purposes of this policy, successful completion shall mean receiving an overall score of 100% or more on the employee target sheet. The anniversary date of an employee should be the calendar date upon which employment with the City started or the date that an employee was transferred, promoted or demoted in to a new position. Employees who have been suspended from work, demoted as a result of discipline, or issued two or more disciplinary reprimands in the immediately preceding 12 month period shall not be eligible for a performance adjustment.

6. Pay Rates in Demotion

If an employee is demoted, their rate of pay will be determined as follows:

- a. If the rate of pay in the higher grade position is more than the maximum rate of pay for the position to which demoted, the rate of pay will be reduced to no more than the maximum rate of pay of the lower position.
- b. The rate of pay will be reduced to the closest approximation of 10%.

7. Payment of Leave Upon Death of an Employee

Upon the death of an active full-time employee who has completed the introductory period, the employee's beneficiary will be entitled to payment for such accumulated paid leave as was available to the employee at the time of his or her death in accordance with this policy or as stated in existing labor agreements.

8. Wages in Advance

It is the policy of the City that no advance in future wages (including accrued vacation leave) shall be made.

9. Pay For Absence From Work Due to Weather Conditions

When an employee cannot report for normal duty due to weather conditions, the employee

shall have the option to take a deduction of vacation leave, compensatory time or administrative comp time as long as the employee notifies his or her Supervisor no less than fifteen (15) minutes prior to the start of the employees regularly scheduled start time.

10. Pay rate for Upgrades

If an upgrade occurs, the employee shall be moved to a step that is most equal to their current rate, without being reduced.

11. Pay rate for Promotion

If an employee is promoted to a position in a higher grade, the employee shall receive a salary adjustment to the closest approximation to five percent (5%).

H. PAY PERIODS, PAY DAY AND PAY CORRECTIONS

Each pay period covers two weeks (bi-weekly), beginning with a Sunday and ending on a Saturday. Pay for the pay period will be issued on the following Friday by direct deposit. If a pay day falls on a holiday, the City will pay employees the day before the holiday. The City will make all required federal, state, and local deductions from your paycheck as well as all voluntary deductions such as health insurance premiums and other items you authorize in writing.

If the employee notices any discrepancies on their paycheck, the employee must immediately report them in writing to the Human Resources Manager. If the City shall notice the discrepancy, the City will notify the employee in writing. Once the discrepancy is discovered, either by the employee or the City, corrections will typically made to the employee's paycheck within the following two (2) payrolls. Should an error result in the need for repayment to the City by the employee, a mutually agreed upon repayment plan may be made with the Human Resources Manager. Failure to report discrepancies once discovered may result in disciplinary action, up to and including termination of employment.

I. TIMEKEEPING

Non-exempt employees must report their hours of work using the City's timekeeping system. Employees must record their in and out times at the beginning and end of their shifts and meal breaks, and may not perform any work unless entered in the timekeeping system.

Altering, falsifying, or tampering with time records, or recording time on another employee's time record may result in disciplinary action, up to and including termination of employment.

Any employee that is asked to work off the clock or sees another employee working off the clock must report this immediately to the Human Resources Manager or the Administrative Services Director. If you make an error when clocking in or out, or when otherwise entering your time, you must immediately notify your immediate supervisor.

VII. BENEFITS

A. ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE

The City provides accidental death and dismemberment insurance to full-time employees. This coverage will be effective the first of the month following 30 days of employment. The City will pay for the cost of such insurance.

B. BEREAVEMENT LEAVE

1. In the event of the death of a full-time employee's parent, sibling, grandparent, grandchild, spouse, child, step-parent, step-grandparent, step-grandchild, or step-child, the employee may take up to five (5) days of paid bereavement leave.
2. In the event of the death of a parent, sibling, grandparent, step-parent, or step-grandparent of the spouse of a full-time employee, the employee may take up to three (3) days of paid bereavement leave.
3. In the event of the death of an aunt, uncle, niece, or nephew of a full-time employee or that employee's spouse, the employee may take one (1) day of paid bereavement leave.

An employee seeking to take bereavement leave must obtain approval from his/her immediate supervisor prior to taking such leave. If requested by the immediate supervisor, an employee must provide proof of death before or after taking bereavement leave. To receive funeral pay, an employee must have been scheduled to work on the day of arranging for or attending the funeral. The employee must also notify his supervisor of the purpose of this absence no later than the day of the absence. Notification must be in the same manner as if the employee were to be absent for any other reason. The employee may also be required to furnish proof of entitlement to funeral leave including his relationship to the deceased, the date of the funeral and other pertinent items.

C. DENTAL INSURANCE

The City offers dental insurance to full-time employees and their dependents. This coverage will be effective the first of the month following 30 days of employment. Eligible employees who wish to include their dependents on their dental insurance plan must pay any additional premium and authorize the City in writing to deduct that additional premium from their paychecks.

D. DISABILITY INSURANCE

The City provides long-term disability insurance to full-time employees at no cost to them. This coverage will be effective the first of the month following 30 days of employment.

E. EMPLOYEE ASSISTANCE PROGRAM

The City offers an Employee Assistance Program ("EAP") to employees who need assistance dealing with issues affecting them both at home and at work. The program offers professional counseling at no cost and on a voluntary basis to employees and their families for alcohol or drug abuse, family and marital problems, and emotional issues. Employees and their family members wishing to take advantage of the program may contact the EAP provider directly. If an employee has any questions they can also contact the Human Resources office for further guidance.

The Employee Assistance Program also provides professional counseling at no cost to employees for job performance issues and concerns. Employees may undergo such counseling on a voluntary basis, or supervisors may refer employees to mandatory counseling for job performance issues and/or as part of disciplinary action. The EAP liaison will coordinate all referrals, whether voluntary or mandated.

1. Confidentiality

All information given to the internal EAP liaison regarding personal problems will remain confidential. All information given to EAP will be kept confidential within statutory guidelines. Information from the EAP may only be obtained by the City with written permission by the employee.

2. Supervisory Referrals

Supervisory personnel throughout the City shall be responsible to promote the availability of the EAP resources to employees. It is recognized that supervisors do not have the professional qualification to assess specific personal problems. Necessary referral to EAP will be based on documented unsatisfactory work performance.

Procedures for Making Supervisory Referral

- a. When a notice of disciplinary action is completed, the Supervisor may inform the

employee of the availability of EAP. Depending upon the severity of the job performance problem, the Supervisor or Department Director may require the employee to contact the EAP for assistance.

- b. A referral to the EAP will occur simultaneously with standard disciplinary action for unsatisfactory job performance.

Initial assessment/counseling time with the EAP will be considered "City Time" for supervisory referrals only. Leave time for follow-up sessions with the EAP and/or referral agencies will be handled in accordance with standard leave policies.

3. Responsibility of the Employee

The employee has the responsibility to follow through with the Supervisor's recommendation to contact the EAP counsellor and to cooperate with the recommended course of action. Employees who refuse assistance or who do not respond to or fail to successfully complete the recommended course of action will be handled in accordance with standard disciplinary procedures for unsatisfactory job performance and/or insubordination.

F. HEALTH INSURANCE

The City offers health insurance to full-time employees and their dependents on the first day of the month following completion of the first 30 days of employment.

G. RETIREMENT SYSTEMS

1. Types of Systems

Three retirement systems exist within the City of Bellevue: one for sworn personnel in the classified service of the Police Department, one for classified service of the Fire Department and one for civilian personnel in service throughout the City. Each system requires contribution from both the employee and the City.

a. Sworn Positions in the Police Department

Sworn members of the Police Department will be retired in accordance with the provisions of Nebraska State Statutes and collective bargaining agreements covering retirement for their classifications.

b. Sworn Positions in the Fire Department

Sworn members of the Fire Department will be retired in accordance with the provisions of Nebraska State Statutes and collective bargaining agreements covering retirement for their classifications.

c. Civilian Positions throughout the City

Regular full-time civilian employees, as well as the City, will contribute an amount as described in Appendix F of this handbook.

The City will provide the death benefit to all members of the retirement plan in accordance with this plan.

H. HOLIDAYS

The City observes the following holidays

- 1. New Year's Day
- 7. Veterans' Day

- | | |
|---------------------------|---------------------------|
| 2. Martin Luther King Day | 8. Thanksgiving Day |
| 3. President's Day | 9. Day after Thanksgiving |
| 4. Memorial Day | 10. Christmas Day |
| 5. Independence Day | 11. Employee's Birthday |
| 6. Labor Day | |

If a holiday occurs on a Saturday, the City will observe the holiday on the preceding Friday. If a holiday occurs on a Sunday, the City will observe the holiday on the Monday following the holiday. Employees may use their birthday holiday for time off on their birthday or on any day during the period in which their birthday occurs.

Full-time employees who are not required to work on a holiday will receive pay at their normal base rate of pay as if they did work the holiday. However, if an employee should have an unpaid absence (excluding FMLA) on the work day immediately before or after a holiday, such employee shall not receive holiday pay. Full-time, non-exempt employees who are required to work on a holiday will receive one and one-half (1½) times their base rate of pay for the actual number of hours worked.

Employees on suspension or an unpaid leave of absence are ineligible for holiday pay.

I. JURY DUTY

When selected for jury duty, employees must immediately notify their immediate supervisor and provide him/her with a copy of the jury notification. The City will pay employees their regular wages while serving jury duty, and employees must give the City any compensation or fees (other than mileage) earned or received for jury service. If an employee should be required to testify in other litigation, or if the employee should be an expert witness (not in official capacity), the employee will not be granted leave with pay, but may use vacation time or be granted a leave without pay for the length of such service.

J. LEAVE OF ABSENCE

The City recognizes that a leave of absence for personal or medical reasons may be necessary. When an employee has exhausted his/her paid time off, he/she may request an unpaid leave of absence. Employees must direct a leave of absence request in writing to their department Director and specify the reason for and duration of the leave. The department Director must forward the request to the City Administrator with a recommendation to grant or deny the request. Unpaid leaves of absence shall not begin until approved by the City Administrator.

1. Benefits While On Leave of Absence

- a. Upon approval, an employee who has been granted a leave of absence without pay will not be granted any advancement or promotion in relation to the position from which the employee is on leave. The employee will be entitled to and will retain all benefits accrued up to the effective date and the employee's seniority will cease at that date and will continue upon reinstatement. There will be no seniority gained during the leave of absence.
- b. An employee will not accrue vacation leave, sick leave, holiday pay or other benefits during the period the employee is on leave of absence without pay for more than three (3) working days.

- c. An employee may continue his or her health insurance coverage through the COBRA option, provided a personal check is received for the required monthly premium.

2. Return from Leave of Absence

- a. If possible, at the discretion of the Director and City Administrator, an employee will be returned to the position they held at the time the leave of absence was granted.
- b. Upon expiration of the leave of absence and the return-to-work by the employee, the employee's salary will reflect all general cost of living adjustments made during the leave.
- c. An employee returning to work in to a position that requires a physical examination for employment, that has been gone for more than 60 days leave for any reason, shall undergo a physical examination certifying the employee can perform the essential physical functions of the respective job description. An employee shall not be restored to his or her position until such time as the City receives such certification.

3. Failure to Return to Work Following a Leave of Absence

Failure on the part of an employee to return back to work upon the expiration of the approved leave of absence, on the return date previously agreed upon, may be considered equal to the resignation of the employee and the City Administrator may declare the position vacant.

K. LIFE INSURANCE

The City provides group term life insurance to all full-time employees. Unclassified employees should refer to Appendix F of this handbook for life insurance benefit details. Employees that have positions belonging to a union should refer to their applicable collective bargaining agreement for benefit details.

L. MILITARY LEAVE

An employee who is a member of the National Guard, the United States Army Reserve, the United States Air Force Reserve, the United States Naval Reserve, the United States Marine Corps Reserve, or the United States Coast Guard Reserve, shall be entitled to a military leave of absence from their respective duties, without loss of pay, when employed with or without pay under the orders or authorization of competent authority in the active service of the state or of the United States. Such employees who normally work or are normally scheduled to work 120 hours or more in three consecutive weeks shall receive a military leave of absence of 120 hours each calendar year. Such employees who normally work or are normally scheduled to work less than 120 hours in three consecutive weeks shall receive a military leave of absence each calendar year equal to the number of hours they normally work or would normally be scheduled to work, whichever is greater, in three consecutive weeks. For purposes of this Section, "normal" work hours or "normally scheduled" work hours shall be determined by calculating the average number of hours worked in each week by the employee in the 26 weeks preceding the request for military leave.

All employees who leave a position for the purpose of being inducted into, enlisting in, determining his/her physical fitness to enter, or performing training duty in the uniformed forces of the United States shall, when ordered by proper authority to active service, be entitled to a military leave of absence from

employment with the City for the period of such service. The City, through proper authority, may make a provisional appointment to fill any vacancy created by such leave of absence. When such person is separated from active duty under conditions other than those set forth in 29 U.S.C. § 4304, he/she shall be entitled to return to his/her former position in accordance with the Uniformed Services Employment Reemployment Act, and such separation does not constitute a break or interruption of service or employment within the meaning of this Section after he/she is discharged from active duty. Such person shall not be discharged from his/her former or new position without cause: (a) within one (1) year after reinstatement if the person's period of service before reinstatement was more than 180 days; or (b) within 180 days after the date of reinstatement if the person's period of service before the reinstatement was more than 30 days but less than 181 days.

M. SICK LEAVE

Full-time employees will earn paid sick leave upon the completion of each month of employment, and will be eligible to use that leave once it is accrued and upon advance written approval from their immediate supervisor. Employees, or someone on their behalf, must notify their immediate supervisor as soon as possible when the need to use sick leave arises and the expected return-to-work date. The City may require employees using sick leave to provide documentation from a health care provider.

Unless otherwise noted in an employee's respective collective bargaining agreement, eligible employees hired on or before 09/30/13 will earn 12 hours of paid sick leave upon completion of each month of employment. Eligible employees hired after 10/01/13 will accrue 8 hours of paid sick leave upon completion of each month of employment.

1. Reasons for Use

The City provides paid sick leave to full-time employees for use when:

- a. recuperating from a non-work-related injury, illness, pregnancy, or other health condition;
- b. undergoing medical, dental, optical, or surgical examinations or treatment;
- c. exposed to a contagious disease that would endanger the health of other employees or members of the public; or,
- d. caring for a parent, sibling, grandparent, grandchild, spouse, child, step-parent, step-grandparent, step-grandchild, family member that you have a healthcare/medical power of attorney over, or step-child who is injured, ill, recuperating from pregnancy, suffering from a health condition, or undergoing medical, dental, optical, or surgical examinations or treatment.

2. Restrictions and Conditions for Sick Leave Use

Directors will grant sick leave with pay in accordance with the following provisions:

- a. Sick leave will not be granted in advance of accrual;
- b. The amount of sick leave granted for necessary care of a sick member of an employee's immediate family or household will not exceed thirty (30) working days in any twelve month period (with the exception of approved FMLA leave);
- c. The amount of sick leave to be charged against an employee's accrual will be computed on the basis of the exact number of days or hours the employee is scheduled to work when sick leave is utilized;
- d. Holidays or other regular days off will not be counted in charging sick leave;
- e. Sick leave will not be used as vacation leave;
- f. Pregnant employees will be expected to work prior to childbirth as long as they are able to perform their normal duties or until their physician advises otherwise. They will be expected

- to return to work at the completion of the pregnancy as soon as they can be reasonably expected to perform their normal duties based on a medical release to return to work;
 - g. Employees who fail to return after approved leave has ended may be considered terminated;
 - h. Sick leave will be requested in advance whenever possible for dental appointments, optical appointments, physical examinations, etc.;
 - i. Leave without pay may be granted for illness and disability extending beyond the earned sick leave accumulated; or
- After twelve continuous months of service, vacation leave may be used for sick leave when sick leave time has been exhausted.

3. Reporting an Absence using Sick Leave

If an employee is absent for reasons which entitles the employee to sick leave, the employee or a member of his or her household must notify the employee's Supervisor by personal phone call during the first normal duty hour.

If the employee fails to notify the Supervisor or the person designated to receive such calls, sick leave with pay will not be approved, except in unusual circumstances to be determined by the Director and the City Administrator.

4. Investigation of Sick Leave Use

Directors may request written verification by a physician of illness of an employee absent on sick leave. False or fraudulent use of sick leave will be cause for disciplinary action and may result in termination.

5. Medical Statement

An employee who is absent on sick leave because of his or her own illness or injury or that of a member of his or her immediate family or household may be required to furnish a statement signed by the attending physician or other proof of illness satisfactory to the Director.

6. Transfer of Sick Leave Accrual

When an employee is transferred to another position, any unused sick leave which may have accumulated to the employee's credit will continue to be available for their use as necessary.

7. Sick Leave During Introductory Period

During their introductory period, full-time employees will be entitled to sick leave at the same rate as regular employees. Sick leave will be granted during the introductory period up to the number of hours accrued by the employee.

8. Sick Leave Without Pay

An employee in need of sick leave but who does not have any accrued sick leave time may request leave without pay. Such a request will have the City Administrator's approval before it is granted. Please refer to the Federal Family and Medical Leave Act (FMLA) Leave of Absence Regulations.

10. Donation of sick leave

In the event the employee has an extended injury/illness and has exhausted all sick, compensatory and vacation time, employees shall be allowed to donate their personal sick time in the amount of forty (40) hours per occurrence to assist said employee. All unused sick time donations will be distributed proportionately back to the donors. Employees may donate time to any employee, even if it is outside of their bargaining unit/employee group.

N. TUITION/CERTIFICATION ASSISTANCE

The City offers a tuition and certification assistance program to full-time employees who have completed their introductory period. The City, upon eligibility, will reimburse such employees 50% of the cost of tuition for job-related coursework offered through an accredited program, up to \$5,200 per calendar year. Upon eligibility the City will also reimburse employees at 100% for the cost of exams for job-related certifications.

1. Eligibility

- a. employees must obtain written approval from their department Director and Human Resources Manager prior to enrolling in such coursework or signing up for a certification exam; and
- b. earn a grade of "B" or its equivalent to receive any reimbursement. Exams for certification will be graded on a pass/fail basis; failure to pass an exam for a certification will disqualify an employee from being reimbursed any costs. Upon completion of the course or certification exam, eligible employees must provide evidence of the grade or certification awarded and receipts for tuition/fees paid.

O. VACATION LEAVE

Full-time employees will earn paid vacation leave upon the completion of each month of employment, and will be eligible to use that leave once it is accrued and upon advance written approval from their immediate supervisor.

1. Scheduling of Vacations

Vacation leave will be taken at a time convenient to and approved by the Director.

Directors, or their designee, will grant leave on the basis of the work requirements of the department after conferring with employees and recognizing their needs whenever possible.

Consideration in the scheduling of vacation leave will be given to employees in the order of their total length of employment with the City.

2. Transfers

When an employee transfers from one department to another in the City, the employee's vacation accrual will transfer to the new department.

Transfers made at the request of the employee will result in loss of preference in the scheduling of vacation leave for the first year in the department to which the employee transferred.

3. Holidays

Holidays occurring during scheduled vacation leave will not be charged against vacation leave.

4. Vacation Prior to Retirement

Retiring employees will have their vacation leave, sick leave (in accordance with appropriate labor agreement) and compensation time paid out in full on their final paycheck.

P. VOTING LEAVE

The City encourages employees to vote in federal, state, and local elections. Most employees will have a two-hour period of time either before or after their regularly scheduled shift or normal working hours to vote. Employees who do not have such a period of time and who receive advance written approval from their immediate supervisor may take up to two hours of leave, without loss of pay, to vote.

Q. WORKERS' COMPENSATION

The City maintains a workers' compensation injury policy, which covers eligible employees who sustain a work-related injury or contract a work-related disease. Eligible employees will receive workers' compensation benefits in accordance with Nebraska workers' compensation laws in effect at the time of the injury. Workers' compensation benefits include, but are not limited to, the payment of medical expenses, rehabilitation, total and partial disability allowances, and death benefits. Employees who sustain a work-related injury or contract a work-related disease may be ineligible for workers' compensation benefits if they were intoxicated or willfully negligent at the time of the injury.

Employees must immediately report all work-related injuries and diseases to their immediate supervisor to ensure they complete the necessary workers' compensation forms and receive workers' compensation benefits.

City's Payments in Addition to Worker's Compensation

An employee receiving Worker's Compensation may also elect to receive a salary from the City, but only that amount which, when added to the amount paid by Worker's Compensation, will equal the employee's regular salary. Under this condition, earned sick leave and/or vacation leave will be charged for that part of the employee's pay from the City.

When the employee has used all of their sick leave and vacation leave to supplement the payments from Worker's Compensation, no payments to the employee in addition to Worker's Compensation will be made by the City.

R. BENEFIT CONTINUATION (COBRA)

The federal Consolidated Omnibus Budget Reconciliation Act (COBRA) gives eligible employees and their qualified beneficiaries the opportunity to continue health insurance coverage under the City's health plan when a "qualifying event" would normally result in the loss of eligibility. Some common qualifying events are resignation, termination of employment or death of an employee, a reduction in an employee's hours or a leave of absence, an employee's divorce or legal separation, or a dependent child no longer meeting eligibility requirements. Employees are responsible to notify Human Resources of any qualifying event.

The City will provide each eligible employee with a written notice describing rights granted under COBRA when the employee becomes eligible for coverage.

APPENDIX A

Code of Ethics/Conflict of Interest Policy

ADMINISTRATION

Article IV. Officers and Employees

Division 4. Code of Ethics

Sec. 2-202. Declaration of Policy and Definitions.

It is the policy of the City that the proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people; that governmental decisions and policy be made in proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, a code of ethics for all city officials and employees is adopted. When used in this division, city employee, employee, city official and official shall have the following meanings:

City employee or employee means any person employed by the city of Bellevue, but does not include independent contractors hired by the city.

City official or official unless otherwise expressly defined, means the Mayor, members of the City Council, City Administrator, all division and department heads, whether such person is salaried, hired or elected, and all other persons holding appointed positions designated by this code, as it may be amended from time to time. City official also includes individuals appointed by the Mayor and City Council to all city commissions, committees, boards, task forces, or other city bodies unless specifically exempted from this division by the City Council.

Sec. 2-203. Standards of Conduct.

(a) No city official or employee shall transact any business in his official capacity with any entity in which he or she has a business interest. Business interest means a business: (1) in which the city official or employee is a partner, director or officer; or (2) in which the city official or employee or an immediate family member of the city official or employee is a stockholder of closed corporation stock worth one thousand dollars (\$1,000.00) or more at fair market value or which represents more than a five percent (5%) equity interest, or is a stockholder of publicly traded stock which represents more than two percent (2%) equity interest.

(b) No city official or employee shall formally appear before the body of which the official or employee is a member while acting as an advocate for himself or any other person, group, or entity.

(c) No city official or employee shall represent, for compensation, any other private person, group or entity in his or her official capacity before any department, commission, board or committee of the city. Any city official or employee acting in a capacity other than his or her official capacity before such department, commission, board or committee of the city shall disclose the same and shall not participate in the matter in his or her official capacity.

(d) No city official or employee shall represent, directly or indirectly, any other private person, group or entity in any action or proceeding directly against the interests of the city, or in any litigation in which the city or any department, commission, or board or committee thereof is a named party, if the city official or employee previously participated in the action or events which precipitated such action or proceeding against the interests of the city; provided, however, nothing herein shall limit an official from representing a court appointed criminal defendant or representing a party to a civil action where the city is named a party by way of its holding a lien interest for a special assessment where the validity of the special assessment is not an issue; and provided further, that nothing herein shall limit the authority of the city attorney and his or her staff to represent the city, its boards, commissions, committees and officers in the discharge of their duties.

(e) No city official or employee shall represent, directly or indirectly, any private person, group or entity in any action or proceeding in court which was instituted by a city official or employee in the course of official duties, except as provided in subsection (d) above.

(f) No city official shall represent any private person, group or entity in any action or proceeding in court which was instituted by or arising from a decision of a board, commission, committee, task force or other body on which the official served in his or her official capacity with regard to the specific decision being challenged.

(g) No city official or employee shall accept or solicit any gift or favor, that might reasonably tend to influence that individual in the discharge of official duties or that the official or employee knows or should know has been offered with the intent to influence or reward official conduct.

(h) No city official or employee shall solicit or accept other employment to be performed or compensation to be received while still a city official or employee, if the employment or compensation could reasonably be expected to impair independence in judgment or performance of city duties

(1) If a city official or employee accepts or is soliciting a promise of future employment from any person or entity who has a substantial interest in a person, entity or property which would be affected by any decision upon which the official or employee might reasonably be expected to act, investigate, advise, or make a recommendation, the official or employee shall disclose that fact to the council, board, or commission on which he or she serves or to his or her supervisor and shall take no further action on matters regarding the potential future employer.

(i) No city official or employee shall use his or her official position to secure a special privilege or exemption for himself/herself or others, or to secure confidential information for any purpose other than official responsibilities.

(j) No city official or employee shall use city facilities, personnel, equipment or supplies for private purposes, except to the extent such are lawfully available to the public.

(k) City officials and employees shall not exceed their authority or breach the law or ask others to do so and they should work in full cooperation with other public officials and employees unless prohibited from so doing by law or officially recognized confidentiality of their work.

(l) No city official or employee in the course of his or her official duties shall grant any special consideration, treatment, or advantage to any citizen beyond that which is available to every other citizen in the same circumstances.

(m) Preferential consideration of the request or petition of any individual citizen or group of citizens shall not be given. No person shall receive special advantages beyond that which are available to any other citizen.

Sec. 2-204. Prohibition on conflict of interest.

(a) A city official or employee may not participate in a vote or decision on a matter affecting a person, entity, or property in which the official or employee is associated or involved. Where the interest of a city official or employee in the subject matter of a vote or decision is remote or incidental, the city official or employee may participate in the vote or decision and need not disclose the interest. Nothing herein shall be construed however, from preventing a city official or employee from participating in a vote or decision regarding a collective bargaining agreement to which he is a member of such union or is otherwise affected thereby.

(b) Remote Interest means an interest of a person or entity, including a city official or employee, who would be affected in the same way as the general public. The interest of a council member in the property tax rate, general city fees, city utility charges, or a comprehensive zoning ordinance or similar decisions is incidental to the extent that the council member would be affected in common with the general public.

(c) Incidental interest means an interest in a person, entity or property which has insignificant value, or which would be affected only in a de minimis fashion by a decision. This section does not establish dollar limits on the terms "insignificant value" and "de minimis", which shall have their usual meanings and be subject to interpretation on a case by case basis.

Sec. 2-205. Conflict of interest; disclosure.

(a) A city official shall disclose the existence of any business with which the official is associated involving a person, entity or property which would be affected by a vote or decision of the body of which the city official is a member or that he or she serves as a corporate officer or member of the board of directors of a nonprofit entity for which a vote or decision regarding funding by or through the city is being considered. City officials and employees of the city shall comply with applicable provisions of state law relative to conflicts of interest and generally regulating the conduct of public officials or employees.

(b) To comply with this section, any council member who has a conflict of interest, as set forth in subparagraph (a) above, in any matter before the City Council, shall disclose such fact on the records of the City Council prior to or immediately after opening discussion of the issue, or at such time thereafter that the conflict becomes apparent if the existence of a conflict is not realized prior to opening discussion of the issue. Upon disclosure of a conflict, the council member shall step down from the council table, leave the council chamber and refrain from participating in any discussion or voting thereon, provided that such exceptions shall be observed as is permitted by law. This provision shall apply if a council member has disqualified himself or herself from voting.

(c) To comply with this section, any member of any official board, commission or committee, other than the City Council, who has a conflict of interest as defined herein, in any matter before the board, commission or committee, of which he or she is a member, shall disclose such fact on the records of such board, commission or committee prior to or immediately after opening discussion of the issue, or at such time thereafter that the conflict becomes apparent if the existence of a conflict is not realized prior to opening discussion of the issue. Upon disclosure of a conflict, the member shall refrain from participating, in his or her official capacity, in any discussion or voting thereon, provided that such exceptions shall be observed as are permitted by law.

(d) To comply with this section, a city employee shall notify his or her supervisor in writing of any substantial interest he or she may have in a person, entity or property which would be affected by an exercise of discretionary authority by the city employee and a supervisor shall reassign the matter. In addition, any employee who has a financial or other special interest in a matter before the City Council or any board, commission, or committee, and who participates in discussion with or gives an official opinion to the council or to such board, commission or committee relating to such matter, shall disclose on the records of the council or such board, commission or committee, as the case may be, prior to or immediately after opening discussion of the issue or at such time thereafter that the conflict becomes apparent if the existence of a conflict is not realized prior to opening discussion of the issue, the nature and extent of such interest.

Sec. 2-206. Interest of spouse.

(a) A spouse of a city official or employee involved in a business with which he or she is associated shall be deemed to apply to that city official or employee for the purposes of sections 2-204 and 2-205 concerning disclosure.

(b) A city official or employee may not participate in a vote or decision affecting a business with which an individual is associated if that individual is related in the first or second degree of consanguinity or affinity to the city official or employee. For the purposes of this section, business with which an individual is associated shall be defined the same as business interest in section 2-203(a).

Sec. 2-207. Misuse of official information.

(a) No city official or employee shall willfully and knowingly use confidential information for pecuniary gain to any other person confidential information acquired by him or her in the course of and by reason of his official duties, nor shall any public official or employee use any such information for the purpose of pecuniary gain.

(b) No former city official or former employee shall use any confidential information to which he or she had access by virtue of his or her official capacity and which has not been made public concerning the property, operations, policies, or affairs of the city.

APPENDIX B

Employee Performance Management Policy

The foundation of the Performance Management Policy begins with the City of Bellevue's mission, vision, statement, goals, and core values which must be incorporated into the policy.

An effective Performance Management Process must set specific goals and objectives for all departments, administrators and full-time or part-time city employees. Goals or objectives set must be based on and align themselves with the overall previous-stated goals for the City of Bellevue.

Once departmental and individual performance goals and objectives are determined and set, a Performance Management Process must commence in order to administer and manage attainment of these job performance expectations.

Current job descriptions must be utilized as a part of the goal-setting process in order to tie into what each employee's essential duties, skills, abilities and education are required in order to accomplish established City of Bellevue goals and objectives.

A. What is Performance Management?

- Performance Management is not a measurement process; it is a process of communication during which employees and their supervisors have clear expectations of how time and effort will be spent in order to achieve City goals. The basic purpose of Performance Management is to: understand what work is to be accomplished; plan together how work will be accomplished; and determine together whether employee performance achieved the agreed upon job performance plan.
- The first step in the ongoing process of evaluating performance needs at the City is to answer these questions: "What is the purpose of the City of Bellevue?" "How well is it achieving its purpose?" "Are City Council members and staff in concert and working toward the same goals?" "What does the City want to achieve?" City Council, City management staff and members hold an annual strategic planning session to develop answers to these questions. The purpose of the planning session is to: review progress (work completed) toward accomplishing prior City goals; review/clarify the mission and vision of the City; and to establish new 1 to 3-year City goals.
- The second step in the performance management process is to use the City's annual goals to guide the work plans of the various City departments and employees for the next year. Achievements of many of these goals are tied to the performance expectations of City employees. Employees know what goals

they are expected to achieve, and their performance evaluation results/rewards are tied to the achievement of goals/targets appropriate for their positions.

~~B. Definition of Employee Evaluation~~

- ~~City personnel policy defines employee evaluation as "a written evaluation designed to measure the performance of an employee in achieving his/her performance standards/targets mutually established by the employee and Department Head".~~

~~C. Operating Procedures~~

- ~~Each regular full-time and part-time City employee will be scheduled to receive a formal Performance Evaluation. The purpose of this evaluation is to provide timely and planned feedback to the employee, evaluating his/her performance in relation to the requirements of the position, and established goals as well as to provide a channel of communication between a supervisor and an employee.~~
- ~~When consistently applied, the process will enable the employee to become increasingly aware of the importance of his/her job, his/her manner of performance, and the level of performance expected by the supervisor. The City's Performance Evaluation Management system establishes goals and objectives that are required for every City position.~~
- ~~The Performance Evaluation will be used as the primary basis for determining if an employee will receive for annual salary step increase/performance bonus.~~

~~D. Annual Employee Performance Evaluations~~

- ~~Annual Performance Evaluations will be prepared and conducted on every regular full-time and part-time employee in the City's personal system on/or prior to the employee's anniversary date. The evaluation shall be prepared even though an employee may be at the maximum monthly salary for his/her grade and classification. It is highly recommended that supervisors conduct, at a minimum, quarterly informal reviews in order to assess progress made in achieving goals and to make necessary adjustments to the goals and objectives.~~

~~E. Evaluating Supervisors~~

- ~~An employee's performance evaluation shall be conducted by the employee's immediate supervisor. However, no evaluation will become final until reviewed and approval by the head of the department where the employee is assigned.~~
- ~~If an employee received approximately equal supervision from two supervisors, both supervisors shall cooperate in preparing the Performance Evaluation Review.~~
- ~~If the immediate supervisor is ill, absent or otherwise unable to prepare and conduct a performance evaluation, the department head, director or the City Administrator's designee will complete the employee's evaluation.~~

City of Bellevue Performance Management Operating Guidelines

Employee Performance Management Evaluation System

a) Definition of Employee Evaluation

City personnel policy defines employee evaluation as "a written appraisal designed to measure the performance of an employee in achieving his/her performance standards/targets mutually established by the employee and supervisor. "Employee performance shall be evaluated after an employee's initial six month introductory period and then annually on the employee's anniversary.

b) Creating Performance Target Sheet

There are six steps to creating performance target sheets (Employee and Team):

- 1 Review the City's strategic plan, goals/priorities (available through the Department Director, City's Administrative Services Department or the City of Bellevue's intranet).
- 2 Identify the accomplishments expected of the employee's position and department during each annual period.
- 3 Identify performance measures for each accomplishment.
- 4 Create target levels of performance for each accomplishment.
- 5 Assign a weight/value to each accomplishment.
- 6 Create a feedback system for each employee and or position evaluated.

c) Step 1: Review City Goals/Priorities

The City of Bellevue's goals focus primarily on a one-year period. To continue to be successful as a municipality, the future dictates that we focus our unique capabilities on the best ways to meet our citizen's/customer's needs and to remain fiscally responsible. Your target sheet will help the employee focus his/her and the department customer's needs.

1 Which goals to review

Employee and supervisor should review the City's goals as well as their department's goals. These are goals to which your position's goals should link up together in order to build on each other.

2 Where to get a copy of the goals

~~Supervisor will provide employees with a copy of the City and department goals. Supervisors will also be able to explain what the goals mean and which ones are priorities. The City's strategic plan, goals/priorities are available through the administrative Services Department and the City of Bellevue's Intranet.~~

~~3. What to do with the City's goals~~

~~Supervisor will explain the City's and department's goals, identify the priorities and explain what role employees will play in achieving them. Supervisors and employees should consider the following questions:~~

- ~~— Who are the customers of the employee's position and department?~~
- ~~— What do employees need from their supervisor to do their work?~~
- ~~— What are the most important results of this position?~~
- ~~— Which results are less important?~~

~~d) Step 2: Identifying Accomplishments~~

~~1. Definitions~~

~~Activities are the actions taken to produce results. Some activities will be performed by individual employees while others require a team effort. Cutting down a tree, repairing a street, mowing a park, attending meetings, talking to people over the phone, and resolving citizen complaints are all activities.~~

~~Accomplishments are the value-added results that City employees leave behind after they go home at night. They are the contribution made to the City and department that result from employee activities. Other ways to describe accomplishments are work outputs, end results, products or performance goals.~~

~~2. Why use accomplishments as starting point for employee performance measurement?~~

~~Employee and supervisor mutually agreeing on the accomplishments not always easy but it is necessary for best results. While there can be many ways to achieve an end, an employee and a supervisor will usually agree more quickly on the "end" and less quickly on the "means".~~

~~Evaluating activities require that the supervisor must be present a sufficient amount of the time to observe the activities and happenings. Whereas evaluating the results of the activities can be done by a supervisor just reviewing the result.~~

~~e) Step 3: Identify Performance Measures for Each Accomplishment~~

~~1 Definition~~

~~Measures are the yardstick/criteria used to judge how well goals or objectives are accomplished.~~

~~2 Three categories of general measure~~

~~There are three types of measurable performance goal criteria:~~

- ~~Quantity: Measurable work output (how many, rate, volume, how much). "How much" is usually stated in numbers.~~
- ~~Quality: The degree of excellence and/or degree of error or side effects (how well, accuracy, completeness, originality). "How well" a job is done.~~
- ~~Time: The period/deadline during/by which the performance goal is scheduled to be reached/ completed. "How long" it will take to complete the job.~~

~~3 Proper target measurements~~

~~Target measurements should be Specific (clear, concise), Measureable (verifiable/observable/objective), Achievable but challenging/stretching, Relative to the job and tied to City Mission and Goals, Time-based (within period of measurement).~~

~~f) Step 4: Create Target Levels of Performance~~

~~1 Definition~~

~~Goal measurement is the yardstick a supervisor uses to determine an employee's and/or team's performance, target levels are the range of points on the yardstick that represent average (minimum) performance, above average (target) performance and outstanding (maximum) performance. The measure is what a supervisor evaluates and the target levels are how much he/she requires concerning achievement.~~

~~2 How to create target levels for established performance goals:~~

~~There are four levels of performance, they are defined as follows:~~

- ~~Unacceptable performance due to lack of performance or goal adjustment required.~~
- ~~Average performance means the minimum accepted level below which an employee would have a performance problem to deal with.~~

- Above average performance is performance which fully meets performance expectations. This is the target level which an employee should be striving for.
- Outstanding performance is performance which clearly exceeds performance expectations.

When creating target levels questions to ask are:

- How many/much needs to be produced?
- What level of performance must be achieved to help the City and department accomplish their goals?
- What would citizens/customers say that means we have met their expectations? (Ask same question to define meeting minimum and exceeding their expectations).
- What is the range of acceptable cost?
- When does this have to be done to be considered to have met expectations and to be useful? State the date, day, time or amount of time from same event.

g) Step 5: Assign Performance Weights

1 Definition

Weight is a percentage that describes the relative importance of an accomplishment.

2 Function of weights

Performance weights helps employees and supervisors discuss priorities and agree on what is really important in the job. Because they should reflect the importance of the accomplishment, and not just the amount of time spent on working on it, weights help to manage employee time better.

3 How to assign weights

Distribute 100 percentage points across the accomplishment/performance goals based upon each one's importance to the City and department, not the amount of time spent. Weights are allocated in not less than five percent increments.

After assigning the weights check to see whether the numbers reflect the relative importance of each accomplishment. Consider the following questions:

- Are high numbers the really important accomplishments?
- Are accomplishments with the same weight of equal importance?

This Performance Operating Procedure is developed to assist supervisors and administrations fully maximize managing city employees, employee's performance, and results. Please contact the Director of Administrative Services for further help or questions.

h) Step 6: Developing an Effective Feedback System

1—Definition

Feedback is critically important information that Supervisors use to measure and guide effective employee performance in the correct direction while performing job duties for the City of Bellevue. An effective performance feedback system utilizes documents and procedures to collect data and specific examples of employee performance.

—2—Collecting and Summarizing data

In order to receive feedback regarding actual job performance as compared to target levels data must be collected and monitored. Below are five steps for both the employee and supervisor will follow:

- Decide what data to collect
- Decide when to collect the data
- Decide who should collect the data
- Decide who should get the data
- Develop the necessary feedback reports.

—Scoring Employee and Team Target Sheets

The supervisor determines an employee's and/or team's actual performance results (per data collected in step 6) and translates the results to a percentage using the 90% (min.) to 110% (max) scale. Next he/she multiplies the actual results by the evaluation weight established for the target. Then points received for each target are added together to determine the overall target sheet score.

i) Special Project Assignment Form

A special project assignment form is used to handle assignments that come up during a target period. It allows for target setting regarding projects that weren't known or anticipated at the time targets were originally set. The special project assignment forms are stapled to the original target sheet so they become part of the performance

documentation. They are intended to give flexibility to the target system as needs and priorities change during a period of measurement.

The special project forms can be used in several ways:

- As an addition to the existing target sheet. Weights are then adjusted on the target sheet to allow addition of the special project.
- As a substitute for a previously set target. Should priorities change, it may be appropriate to substitute a new project for something else originally planned.
- There may be some jobs for which a supervisor knows will be special projects come up during the target periods, but he/she does not know what those projects will be at the time targets are set. It may be appropriate on the original target sheet to plan for these projects with a category of "Special Projects". Depending on the job, a weight can be assigned to them. The actual work and performance range will be established as the projects are defined during the period. The actual results can be an average of all the scores received on the special project sheets.

j) Performance pay

~~Introductory Period Employees: Your regular wage will be determined by the accepted offering wage at hiring or promotion. After six months of continuous employment, you will be eligible for a performance adjustment to your wage if your wage is less than the maximum range limit for your position; or, you will be eligible for a one-time performance award if your wage is at the upper limit of the wage range. All introductory period employees will complete two 6 month goal sheets; one created upon hire/promotion and one created upon completion of their introductory period. They will then move to the annual goal period on their anniversary/promotion date. In the event an employee is promoted to another position within thirty (30) days of their anniversary/promotion date, the employee shall remain eligible for a performance award based upon the prior 11 month period of evaluation. In the event the promotion occurs outside of said thirty (30) day period, their anniversary date for purposes of performance adjustments and performance awards shall be based upon the effective date of promotion and shall begin a new 12 month period of evaluation.~~

~~Employees outside of introductory period: Annually, on your anniversary (or promotion date), you will be eligible for a performance adjustment to your wage if your wage is less than the maximum range limit for your position; or you may receive a one-time award if your wage is at the upper limit of the wage range. All wage increases are subject to successful completion of goals on the City's performance management system. For purposes of this policy, successful completion shall mean an overall score of at least 100%. No performance increase will be awarded to an employee who has been suspended from work, demoted from their position, or to an employee who has two or more written reprimands in the preceding 12 month period.~~

Approved 02/13/12

APPENDIX C

City of Bellevue, Nebraska COMMUNITY RELATIONS DEPARTMENT MEDIA POLICY

I. STATEMENT OF PURPOSE

Efficient and effective communication with the media is critical to the City of Bellevue's ability to carry out our goal of operational transparency. Coordination, uniformity, accuracy and timeliness are the cornerstones of strong and productive media relations.

The purpose of the Media Policy is to provide the City of Bellevue with guidelines to keep the media and the public fairly and accurately informed of programs, services, events and issues in a timely and forthright manner.

The City of Bellevue utilizes a variety of communication methods to disseminate information about the City and its projects, events and initiatives. These methods include press releases, the City's website as well as Facebook and Twitter pages. As communication methods and associated technology evolves, the City will consider participating in new communication formats when approved by the City Administrator, and adapt its media policy accordingly.

Effective media relations best serves the City through:

1. Providing transparency and accountability to the public about city government issues
2. Informing residents of City programs and services
3. Ensures that timely and accurate information is conveyed to the public
4. Establishing and maintaining an accurate public perception of the City of Bellevue
5. Increasing the visibility of the City on local, statewide and national levels
6. Promoting the City's achievements, activities and significant events

II. POLICY

GENERAL MEDIA INQUIRIES

The City Administrator with assistance from the Community Relations Coordinator serves as the primary spokesperson for the City of Bellevue and conveys the official City position on routine media inquiries, issues of citywide significance and situations that are sensitive and controversial in nature. **The Bellevue Police and Fire Departments operate under separate departmental policies and have dedicated public information officers (PIOs) that handle working scenes.**

Directors and other designees may receive and handle routine media inquiries themselves when pertaining to their department with approval from the City Administrator or Community Relations Coordinator. Inquiries of a controversial nature that have citywide impact should be directed to the City Administrator or Community Relations Coordinator via email or phone in order to maintain consistency in our response.

In cases of community-wide significance, defined as a significant operational event that is likely to disrupt or alarm members of the community, the Community Relations Coordinator will work with other City Officials to assess the situation, develop key messages and/or a written statement to detail the known facts and summarize the City's position.

In the event of a community-wide crisis or significant emergency situation, the City Administrator or his designee with assistance from the Community Relations Coordinator will handle all contacts with the media and will coordinate the information flow from the City to the public as well as City staff. Examples of these types of situations include severe weather events, flooding, acts of terrorism, major power failures/outages or other disruptions. In such situations, all City departments should refer calls from the media to the Community Relations Coordinator in accordance with the City Emergency Operations Plan.

Depending on the situation, the City Administrator may designate another or an additional City Official to serve as the spokesperson. A single initial media contact ensures uniformity and consistency in coordinating a focused and targeted City message. Several uncoordinated responses increase the risk of contradictory information being disseminated, which will leave the public confused and ultimately mistrusting of City administration.

SOCIAL MEDIA

To address the changing way residents communicate and obtain information relating to the programs and goals of the City, the City of Bellevue will participate in select social media formats to reach a broader audience where appropriate and when approved by the City Administrator, the Technology Committee and the Community Relations Coordinator.

A. All official City of Bellevue presences on social media sites or services are considered an extension of the City's Community Relations Department. All City use of social media must be approved by the City Administrator through the Community Relations Coordinator and be in compliance with this policy. The City Administrator or designee and Community Relations Coordinator will work with the Technology Committee to review and approve requests to use social media sites as deemed appropriate. It is the responsibility of the Community Relations Coordinator under direction of the City Administrator's Office to act as the City's official spokesperson, including acting as the City's official web presence via social media. The City will maintain one official page per each approved social media outlet, which is to be created, maintained and monitored by the Community Relations Department, all of which are to be

regularly updated. The exception to this policy is Facebook and Twitter accounts for the Bellevue Police and Fire Departments which will allow for after hours and weekend updates to incident reports. The Community Relations Department will distribute all social media content and ensure each of the approved uses and sites adheres to the social media policy for appropriate use and the message is consistent with the branding and goals of the City of Bellevue.

B. Use of social media must comply with applicable federal, state and City ordinances, regulations and policies, as well as proper business etiquette. This includes adherence to established laws and policies regarding copyright, records retention, release of public information, the First Amendment, privacy laws and information security policies established by the City of Bellevue.

C. Wherever possible, links to more information should direct users back to the City's official website, www.bellevue.net, for more information, forms, documents or online services necessary to conduct business with the City of Bellevue.

D. The Community Relations Coordinator or designees representing the City via the City's social media outlets must conduct themselves at all times as representatives of the City of Bellevue.

E. Violation of this policy may result in the removal of pages from social media outlets.

F. The City of Bellevue reserves the right to remove any messages or postings, including those that are obscene, and in violation of the copyright, trademark right, or other intellectual property right of any third party. Violations can include but are not limited to:

1. Foul, defamatory or disparaging language or comments,
2. Purposely inaccurate and/or misleading comments,
3. Sexual content or links to sexual content,
4. Comments on work-related legal proceedings or ongoing investigations,
5. Solicitations of commerce,
6. Conduct or encouragement of illegal activity,
7. Confidential or proprietary information, and/or
8. Information that may tend to put at-risk the safety and security of the public or public infrastructure.

III. GENERAL PROCEDURES FOR DEALING WITH THE MEDIA

All Media inquiries shall be referred to the City Administrator or Community Relations Department if they involve issues of citywide significance and/or are of a controversial or sensitive nature. This enables the Administration and Community Relation Coordinator to track pertinent issues and to anticipate problems or concerns in the proactive development of the City's message.

The Community Relations Department promotes the City through media releases and several additional communication avenues regarding special accomplishments, events, activities,

programs, initiatives and plans. All media releases intended for external audiences should be routed through the Community Relations Coordinator.

Since positive media solicitation is an integral element of the City's communications strategy, any ideas for articles or media pieces that would positively portray the City, its work or its community should also be directed to Community Relations Coordinator.

In a similar manner, Community Relations Coordinator should be notified about negative occurrences that are likely to rise to the level of a news story. Routine inquiries on topics specific to a project or department may be handled by the appropriate staff person within the department however the City Administrator and the Community Relations Coordinator should be notified on any topic that has the potential to present the City in an unfavorable light. Such notification can be particularly important if follow-up inquiries are made with other City staff to ensure a coordinated, consistent City response.

Guidelines for communicating with the media when the issue is non-controversial and limited to the staff member's area of expertise:

When fielding a media inquiry, it is not necessary to respond immediately. It is acceptable to gather your notes and thoughts and call the reporter back. Be cognizant that the reporter is on a deadline. If necessary, you may obtain in writing via e-mail: the name of the person calling, the media organization, the deadline, the anticipated time of release of information in print or broadcast and his/her questions. Request that they copy the Community Relations Coordinator on their inquiry. Additional questions to ask are the content of the story and the other sources the reporter will be utilizing.

Guidelines for dealing with TV and radio interviews:

When you receive a request for an on-air interview, please contact the Community Relations Coordinator and provide the reporter's name and affiliate. The Community Relations Coordinator with approval of the City Administrator will handle scheduling the interview and will be available for consultation before the interview.

The best approach with the media is to be prompt, helpful and honest. All contacts from the media should be returned as soon as possible, in deference to reporters' deadlines. At the most, a call should be returned within a half-day. If that is not possible, an alternate employee (if appropriate) or the Community Relations Coordinator should be asked to handle the call.

Issues that should not be discussed with reporters are:

- 1) Legal issues, including liability issues and pending litigation
- 2) Personnel issues, including those surrounding existing and former employees
- 3) Questions that involve City integrity, such as ethics, or
- 4) A community-wide situation or emergency.

Refer all such inquiries to the Community Relations Coordinator or City Administrator.

VI. CONTACT INFORMATION

Phil Davidson – Community Relations Coordinator
Phil.Davidson@bellevue.net | (402) 293-3052 Phone | (402) 515-6259 Cell

~~Joe Mangiamelli~~ ~~Dan Berlowitz~~ – City Administrator, City of Bellevue
~~Joe.mangiamelli@bellevue.net~~ ~~Dan.Berlowitz@bellevue.net~~ | (402) 293-3023 Phone

~~Larry Burks~~ – Assistant City Administrator, City of Bellevue
~~Larry.burks@bellevue.net~~ | (402) 682-6632 Phone

Effective 06/17/13

APPENDIX ~~CD~~

Press Release Policy

I. OBJECTIVE

The objective of this City of Bellevue Policy is to establish the procedure for the preparation and issuance of press releases. This is to assure that press releases are informative, accurate, and contain sufficient detail to be of use to the media and the public. The City must have press releases that are consistent in terms of style and are written in a fashion which will solicit media and public interest. Press releases must reflect the policy of the City, establish a mechanism for providing accurate information to the community concerning City programs, events and policy, and promote equal treatment of the media in the release of City press releases.

II. PROCEDURES

1. Press releases and information bulletins should be issued to bring special media attention to City of Bellevue programs, accomplishments, or policy decisions and to assist in citizen education about issues being considered by the City.
2. All press releases and information bulletins, except those issued by the Police and Fire Departments in connection with public safety reports and by Public Works for construction updates, shall be approved by the City Administrator prior to issuance.
3. All press releases shall be distributed to those on the Media Distribution List by email or fax. They shall also be distributed to City Councilmembers and Planning Commissioners, Management Staff, and other staff members as appropriate.
4. Quotations of individuals named in the press release shall be approved by the named person in advance.
5. Both timelines and accuracy of information contained in press releases is important. All facts shall be confirmed.
6. Press releases shall contain the date of issuance and be on City letterhead.
7. Press releases shall be posted on the bulletin board at City Hall and posted on the City's website.

III. RESPONSIBILITY

1. The City Administrator shall be responsible for reviewing all press releases prior to distribution.
2. The Community Relations Coordinator shall be responsible for posting all press releases on the City's website; the person preparing the press release should e-mail it to the Community Relations Coordinator in PDF format.

IV. DEFINITIONS

1. "Information bulletin" is a typed/printed report providing the facts of a given situation or issue designed to assist the media in developing their own coverage of the subject.
2. "Media Distribution List" is the name, email and fax number list approved by the City Administrator for which all press releases are to be emailed or faxed.
3. "Press release" shall mean a typed/printed announcement or story written so as to be printed as a news story or so as to be read over the broadcast media.

Effective 06/17/13

APPENDIX DE

Travel Expense Policy

Travel Expense Policy – The Mayor, City Administrator, City Attorney, Council Members or employees traveling on behalf of the City of Bellevue (“City”) and performing approved City business will be reimbursed for their travel expenses. Travel expenses shall include, but not be limited to, transportation and/or mileage costs, lodging expenses, meal expenses and registration costs. References in this policy to employees shall also be applicable to the mayor, City Administrator, Assistant City Administrator, City Attorney and the City Council (see section 16).

1. **Pre-Approval of Travel** – Travel to attend conferences or training or to conduct other City business requires the prior authorization of the employee’s supervisor and department head. Attendance by department heads requires the approval of the City Administrator. A “Travel and Training Authorization Form” (on City Intranet) is required to be completed and signed prior to incurring any expenses. Travel and training requests should clearly state (1) the purpose of the trip, (2) the specific need to the employee to travel, and (3) the estimated costs of the travel, including any registration fees.

Individual departments may require additional documentation regarding travel approval and evaluation of travel.

Requests to attend conferences and training during the last six months of an employee’s employment with the City will usually be denied. Local meetings may be approved.

The City will not pay for more than four (4) trips of more than 50 miles outside of the Bellevue city limit per budget year (October 1 to September 30) unless approved in advance by the department head, the Finance Director and the City Administrator, according to section 17 of this policy.

2. **Air Travel** – Air travel shall only be authorized when it is more economical than surface transportation. Reimbursement for commercial air travel will be limited to “coach” fare. First class travel is not allowed. Airfares should be most the economical flight available.

An exception to the most economical flight may be granted if significant time savings is achieved using direct flight versus connecting flights. All exceptions to the most economical airfare must be approved in advance by the department head or City Administrator.

3. **Conferences and Training** – City employees are encouraged to attend conferences and training, within the constraints of departmental budgets, to obtain, maintain or enhance key knowledge and skills related to the employee’s profession.

Payment may be made directly to a vendor or as reimbursement to an employee for expenses incurred on behalf of the City. Original invoices/receipts and documentation showing the date, purpose and agenda of the conference or training must be attached to the employee's travel expenses report.

The payment of meals and nonalcoholic beverages for City employees attending a conference or training is allowable if the employee is in travel status or the meal is included in the overall conference pricing.

An employee not in travel status will be reimbursed for actual costs incurred for attendance at official functions, conferences or hearings, not included in normal day-to-day operations of his or her department. These costs may include meals.

4. **Lodging** – Employees shall report only actual expenses paid for lodging. Business telephone calls and parking charges incurred at the lodging site may either be directly billed to the City, paid with a City credit card or claimed on a travel expense report. If claimed on a travel expense report, detailed receipts for lodging are required to be filed with the claim.

Personal lodging expenses incurred such as movies, purchases of personal items, etc. should be deducted from lodging receipts prior to requesting reimbursement.

Lodging will be reimbursed when an employee is "away from home overnight." The Internal Revenue Service states: "you are away from home overnight if your duties require you to be away from the general area of employment for a period substantially longer than an ordinary day's work and, during released time while away, it is reasonable for you to need and to get sleep or rest to meet the demands of your employment or business. The absence must be of such duration that you cannot reasonably leave and return to that location before and after each day's work."

It is City's policy that a person generally be more than 50 miles from his or her workplace in order to be eligible for lodging. There may be, under certain circumstances, reasons to pay for lodging for distances less than 50 miles. Such reasons include, but are not limited to work requirements, medical conditions, or weather. In those instances, the reason must be clearly stated as part of the substantiation and documentation of expenses.

5. **Meals** –

- a) **Overnight Travel** – Employees traveling on City business can claim the current Government Services Administration (GSA) daily rate for meals and incidentals applicable to the City's zip code (68005). The GSA zip code 68005 daily rate for meals and incidentals will apply to travel to all locations. This rate will be posted on the City's intranet and can also be found at the GSA website at <http://www.gsa.gov/portal/category/21287> (enter the 68005 zip code to find rate).

For all full travel days, the rate paid will be the GSA rate. For the first and last day of travel, the per diem amount paid will be 75% of the GSA per diem rate (this is consistent with Federal guidelines).

The per diem rate covers all taxes and tips. Employees will not be reimbursed separately for those items.

No reimbursement will be made for alcoholic beverages.

- b) Same-Day Travel – Employees with approved same-day travel will be reimbursed for meals and incidentals based upon actual costs incurred.

Employees are required to adequately document and substantiate all meals and incidentals submitted for reimbursement. Undocumented and unsubstantiated costs will not be reimbursed. Receipts are required for all receiptable transactions. Non-receiptable transactions, such as vending machine purchases, must clearly explain the nature and purpose of the purchase and why no receipt was obtained.

6. Vehicle Costs – An employee will be reimbursed for use of a personal vehicle while on City business (this does not include commuting miles) at the prevailing standard rate as established by the Internal Revenue Service through its Revenue Procedures.

This rate will be posted on the City's intranet and can also be found at the IRS website at <http://www.irs.gov/> (enter "mileage rates" in the Search box to find the current year Revenue Procedure with the mileage rate).

If more than one City employee is riding in a personal vehicle being used for travel while on City business, only the owner of vehicle will be reimbursed for mileage. Mileage will not be paid to other occupants.

Vehicle usage must be economical based upon total travel costs (mileage, lodging, meals, employee travel time) when determining whether to travel by vehicle or air. Employees do not have the option to select vehicle travel if the distance of the trip makes vehicle travel less economical when considering all travel costs and lost productive employee time.

Department heads may require employees to utilize City-owned vehicles (as opposed to personal vehicles) if the use of the City-owned vehicle will be more economical. An employee's personal vehicle may be considered for use if a City-owned vehicle is not available, the employee is including personal travel during the trip, or the employee has other valid reasons for using a personal vehicle. The Travel and Training Authorization Form will indicate to the travel approver the vehicle (personal or City) intended to be used for the trip.

Employees will be reimbursed mileage for both overnight and same-day travel. The guidelines for reimbursement of mileage are the same for both.

When renting a vehicle, rental car insurance coverages should be declined. Car rental is covered by the City's insurance.

7. Long Distance Telephone Calls – Charges for long distance telephone calls are an allowable City expenditure if:

- a) They are related to City business or
- b) The employee is in travel status on City business and the calls are in accordance with an approved City policy.

Employees are encouraged to use the most economical method available for telephone calls.

8. Reimbursement to One Employee for Two or More Employees' Expenses – One employee may be reimbursed for actual expenses incurred on behalf of another City employee, such as when two employees eat a meal and one employee pays the bill. The employee to be reimbursed must provide the City with the same detailed information that would have been required of each City employee had they been billed individually. In all cases when one employee is requesting reimbursement for expenses of more than one City employee, detailed receipt policies must be adhered to, employees' names listed and documents cross-referenced, when applicable. If two employees are billed jointly, but each pays half and each requests reimbursement separately, the documents must be cross-referenced, since one employee usually will not have a detailed original receipt.

The highest level employee should pay the bill if paying on behalf of one or more other employees. Lower level employees are not allowed to pay for expenses incurred by their supervisors or department heads, which would subsequently be approved by the supervisor or department head.

9. Paying for Travel Expenses – Several methods are available for payment of travel expenses, as follows:

- a) Direct payment by the City to the business.
- b) Use of a City assigned credit card for individuals authorized to hold a City credit card.
- c) Use of the employee's personal credit card (to be reimbursed upon submission of an approved travel expense report).
- d) Request and receipt of a travel cash advance.

For conferences and training, employees are encouraged to contact the Purchasing department to arrange direct payment by the City.

10. **Cash Advances** – Cash advances may be made to employees to cover the estimated costs of lodging, ground transportation, and meals and incidentals. If actual expenses submitted exceed the amount of the advance, the City will reimburse to the employee the difference. If the advance exceeds the actual expenses submitted, the employees should submit a check with his/her travel expense report to reimburse the City for the difference.

Approval of cash advances is required by supervisors and department heads. Cash advances requested by department heads are to be approved by the City Administrator.

11. **Travel Expense Report** – A “Travel Expense Report” (on City Intranet) for the incurred expense must be completed and submitted by the employee to his/her supervisor and department head for approval. Department heads are required to submit travel expense reports to the City Administrator for approval.

Employees must substantiate and document the cost for travel, lodging, meals and other expenses. To be reimbursed, the expense must be a necessary expense, the reason/purpose of the expense clearly stated, and the dates and amounts incurred documented.

Receipts are required for all expenditures that are not covered by per diem rates, regardless of the amount. In rare cases where a receipt is not available (example: vending machine purchase), an explanation of the date, time, amount and items purchased should be provided.

Each receipt must provide the required detail about the expense (date and specific items purchased). Credit card receipts with only total amounts will not be considered adequate documentation. Employees will be required to obtain the necessary detail documentation in order to be reimbursed.

In rare cases when the receipt provided by the merchant for minor expenditures does not detail the purchase, the employee should clearly explain what was purchased and provide a notation with the expense report indicating that no additional receipt detail was available from the merchant.

Failure to have a detailed receipt or provide necessary detail for non-receipted or non-itemized minor purchases shall make the expense a personal expense.

Travel expense reports must be submitted for approval no later than thirty days after the final day on which the expenses were incurred. Failure to submit expenses within the required time frame may result in expenses not being reimbursed.

12. **Personal Expenses** – Employees using personal credit cards for City business

must exclude any personal expenses from those submitted for reimbursement. Whenever possible, employees are encouraged to make personal and City business expenditures separately.

Payments made directly by the City or with the City issued credit cards must never include any personal costs. If a personal cost is mistakenly paid for by the City, it must be reimbursed by the employee within three (3) business days. All personal costs paid for by the City and reimbursed by the employee will be reported to the Audit Committee. Use of City issued credit cards for personal expenses will result in disciplinary actions which may include termination.

13. Employee and Approval Signatures

- a) Employee Signatures – The employee claiming reimbursement of expenses must sign the travel expense report. By signing the travel expense report, the employee asserts that all expenses submitted are appropriate and legitimate expenses incurred in accordance with the City's Travel Expense Policy. Knowingly falsifying travel expense reports will result in disciplinary actions which may include termination.
- b) Approval Signatures – Supervisors, department heads and/or the City Administrator should insure that cost incurred are appropriate and legitimate and in accordance with the City's Travel Expenses Policy. Expenses that do not meet the policy requirements for reimbursement should be clearly noted and removed from the expense report.

14. Travel with Family Members – Family members may wish to attend meetings or conferences with employees who are traveling. Any additional costs incurred related to the attendance of family members are the responsibility of the employee.

15. Training Attendance Evaluation – Following the attendance at any conference or training, the employee is required to complete and provide to Personnel a "Travel Attendance Evaluation Form" (on City Intranet). This form documents the quality of the training, the benefits of attendance and whether it is recommended that attendance at similar sessions in the future occur. This is due within 10 days after the completion of the trip.

16. Applicability of Policy and Approval of Travel Expenses for Non-Employees and the City Administrator – All provisions of this policy are also applicable to non-employees (i.e. the Mayor, City Attorney and City Council) traveling to conduct approved City business.

Pre-approval of travel, approval of travel expense advances, and approval of travel expense reports for the Mayor, City Attorney, Assistant City Administrator and the City Council is the responsibility of the City Administrator and the Finance Director.

Pre-approval of travel, approval of travel expense advances and approval of travel expense reports for the City Administrator are the responsibility of the Mayor.

17. **Policy Exceptions** – Policy exceptions may be granted with the approval of the department head, the Finance Director and the City Administrator. Policy exceptions for the City Administrator may be granted with the approval of the Mayor. Policy exception requests must clearly state the nature and the reason for the policy exceptions. All policy exceptions will be summarized and reported to the Finance Compliance and Control Manager, who will report the exceptions to the Audit Committee.

Approved 08/13/12

APPENDIX EF

Unclassified Employee Benefit Summary Compensation and benefits for unclassified Full-Time employees

The following are subject to change at any time with advance notice.

The City's Employee Handbook shall cover any issues not addressed.

The City Administrator's interpretation, and/or negotiated offers, of any of the following shall be final.

All Full-Time, Unclassified, Civilian Employees

Compensation

Introductory Period Employees: Your regular wage will be determined by the accepted offering wage at hiring or promotion. After six months of continuous employment, you will be eligible for a performance adjustment to your wage if your wage is less than the maximum range limit for your position, ~~or, you will be eligible for a one-time performance award if your wage is at the upper limit of the wage range.~~ All introductory period employees will ~~complete~~ receive two 6 month ~~Employee Evaluations~~ goal sheets; one ~~created~~ upon the completion of your 6 month hire/promotion introductory period and one ~~created~~ upon completion of one year of service of your hire/promotion date, their introductory period. ~~Employees~~ They will then move to the annual review goal period on their anniversary/promotion date. ~~In the event an employee is promoted to another position within thirty (30) days of their anniversary/promotion date, the employee shall remain eligible for a performance award based upon the prior 11 month period of evaluation. In the event the promotion occurs outside of said thirty (30) day period, their anniversary date for purposes of performance adjustments and performance awards shall be based upon the effective date of promotion and shall begin a new 12 month period of evaluation.~~

Employees outside of introductory period: Annually, on your anniversary (or promotion date), you will be eligible for a performance adjustment to your wage if your wage is less than the maximum range limit for your position, ~~or you may receive a one-time award if your wage is at the upper limit of the wage range.~~ All wage increases ~~must be accompanied by an Employee Evaluation Form.~~ are subject to successful completion of goals on the City's performance management system. For purposes of this policy, successful completion shall mean an overall score of at least 100%. If you are at the top of your wage range, the performance award shall be paid as follows:

<u>Performance Target Results:</u>	<u>Performance Award Amounts:</u>
=110%	\$1,500.00
≥ 109%	\$1,400.00
≥ 108%	\$1,300.00
≥ 107%	\$1,200.00
≥ 106%	\$1,100.00
≥ 105%	\$1,000.00
≥ 104%	\$900.00
≥ 103%	\$800.00
≥ 102%	\$700.00
≥ 101%	\$600.00
≥ 100%	\$500.00

Employees who have been suspended from work, demoted as a result of a discipline, or issued two or more written reprimands in the immediately preceding 12 month period, shall have any scheduled step increase delayed for six (6) months. not be eligible for a performance adjustment or performance award.

If the employee's wage is above the top step of the wage range for their position, their wage will be red-circled, or frozen, until the wage range catches up to them. Annually, on the employees' full-time date of hire anniversary (or date of promotion anniversary if applicable), employees may be eligible for an increase if the top rate of the wage range for their position increases to a higher rate than their current wage after the top rate is increased by 1.6% each anniversary year.

Conversion to annual goals—

As of January 1, 2015 the City will use the performance management system on an annual basis. Directors will remain on the 6-month fiscal year time frame. Employees will be expected to complete their target sheets with annual goals in mind and the review/grading period will now fall on their anniversary. All employees have completed 6 month goal sheets in October 2014, the following will outline how to convert to an annual system:

January-September Anniversary Date ———

——— If an employee has an anniversary date that occurs in January through September, they may be eligible to receive a step increase on their anniversary date. Eligibility for that increase will be contingent upon successful completion of goals started in October 2014. Goals will not be created in April 2015 but instead the October 2014 goals will be

~~extended until the employee's 2015 anniversary date. Upon the 2015 anniversary date, employees will create goals for a yearlong period.~~

~~October-December Anniversary Date~~

~~If an employee has an anniversary date that occurs in October through December, they may be eligible to receive a step increase on their anniversary date. Eligibility for that increase will be contingent upon successful completion of goals started in April 2015. Six month goals will be created in April 2015 and shall run until the employee's 2015 anniversary date. Upon the 2015 anniversary date, employees will create goals for a yearlong period.~~

Education Incentives

Education Reimbursement

The City may pay 50% of tuition, fees and books associated with the pursuit of a college degree that benefits the City, only if advance written approval by the Department Director and Human Resources Manager was obtained prior to enrollment in the class(es). This benefit has a maximum of \$5,250 per calendar year, per employee. In order to be eligible for reimbursement the employee must receive a grade of "B" or better. If the class is graded only by receiving a "pass" or a "fail", you must obtain a "pass" for the course to be reimbursed.

The City will pay for renewal licenses and certifications that are required by the employee's job classification. If the employee does not successfully obtain licensing and/or certification on the first attempt, subsequent attempts to obtain will not be paid for by the City.

Education Compensation

In addition to regular hourly wages, Employees shall receive educational compensation according to the following schedule, for Higher Education completion. Higher Education is defined as education beyond high school, specifically provided by accredited colleges, graduate schools, professional schools, trade schools, and metro or community colleges.

	Monthly Amount
Successful completion of 30 accredited hours	\$5.00
Successful completion of 60 accredited hours	\$10.00
Successful completion of 90 accredited hours	\$15.00
Successful obtainment of an Associate's Degree	\$20.00
Successful obtainment of a Bachelor's Degree	\$25.00

*Directors of the City will not follow the above schedule, but shall instead receive educational compensation in the amount of \$80.00 per month for a college or university degree or, in the event of partial completion, \$20.00 per thirty (30) credit hours earned.

Longevity Pay

Additional compensation shall be granted to Employees based upon the length of full-time employment service with the City. Such additional compensation shall be "Longevity Pay." Payment of Longevity Pay shall commence when the Employee begins the relevant year employment category. The year categories are not cumulative, and therefore, Employees shall only receive the amount of pay designated for each category, and not the total of all preceding

categories.

	Monthly Amount
Beginning of 8 th year of employment	\$35 per month
Beginning of 11 th year of employment	\$75 per month
Beginning of 14 th year of employment	\$110 per month
Beginning of 17 th year of employment	\$150 per month
Beginning of 21 st year of employment	\$185 per month
Beginning of 25 th year of employment	\$255 per month

Insurance

The employee is entitled to the insurance benefits of the City including medical, dental, life and AD&D. Coverage shall start the first of the month following 30 days of employment.

Medical

Employee Only (Single) Coverage
City pays 92.5% of the premium, employee share is 7.5%

All other coverage (Emp/child, Emp/Spouse, Family)
City pays 82% of the premium, employee share is 18%

Dental

Employee Only (Single) Coverage
City pays 100% of the premium

All other coverage (Emp/child, Emp/Spouse, Family)
Employee is responsible for 100% of the premium

Life and Accidental Death and Dismemberment

City provides a term life policy in the amount equal to the Employee's annual salary plus \$7,000 **OR** \$52,000; whichever is greater up to a maximum of \$100,000
(Sworn employees shall receive a maximum benefit of \$52,000, regardless of salary)

Long-Term Disability

City provides 100%, based on salary

Retirement-Principal

Employee must contribute 6% of their gross wages and will receive a 6% City match (of such Employee's gross wages) towards the City's 414(h)

pension and retirement plan
(Police and Fire Chiefs follow state statute and/or union contract)

Medical retirement benefit

Provided the Employee has been enrolled in the City's Group Insurance Plan for a minimum of one (1) year prior to the Employee's official retirement date, and has been employed by the City for a minimum of five (5) continuous years, the City will pay the Group Insurance Plan premium for any Employee who retires as follows:

SINGLE COVERAGE: After an Employee reaches the age of fifty-five (55) years and chooses a retirement option, the City shall pay ninety two and a half percent (92.5%) of the single coverage premium under the Group Insurance Plan for the first twenty-four (24) months following retirement or until Employee becomes eligible for Medicare/Medicaid benefits, whichever comes first. Thereafter, the City shall pay fifty percent (50%) of the single coverage premium under the Group Insurance Plan until the retiree becomes eligible for Medicare/Medicaid benefits. In the event of the retiree's death, the City will have no further liability for the payment of premiums.

FAMILY COVERAGE, EMPLOYEE AND SPOUSE OR EMPLOYEE AND CHILD(REN): After an Employee reaches the age of fifty-five (55) years and chooses a retirement option, the City shall pay eighty-two percent (82%) of the chosen coverage premium under the Group Insurance Plan for the first twenty-four (24) months after retirement, or until Employee becomes eligible for Medicare/Medicaid benefits, whichever comes first. Thereafter, the City shall pay fifty percent (50%) of the chosen coverage premium under the Group Insurance Plan until the retiree becomes eligible for Medicare/Medicaid benefits. In the event of the retiree's death, the City will have no further liability for the payment of premiums.

Additional Voluntary Benefits

The employee is eligible to elect voluntary benefits, premiums of which are paid for 100% by the employee. Coverage, if elected, starts the first of the month following 30 days of employment.

Retirement Savings in a 457 Plan-Principal (deferred or Roth contributions, no City match)

Supplemental Life Insurance

Vision Insurance

Accident/Cancer/Catastrophic-AFLAC

Legal Insurance-Legal Shield

Sick Leave

8 hours per month accrues on the first day following the calendar month of employment. Employees hired prior to 10/01/13 shall be grandfathered at their accrual rate of 12 hours per month. Upon termination of employment for other than cause, 50% of the sick leave hour balance, up to 960 hours, will be paid to employee.

	Monthly Accrual
Beginning 1 st year of employment	8 hours

Paid Holidays

You are eligible for holiday pay beginning the first day of employment:

New Year's Day	Veteran's Day
Martin Luther King's Birthday	Thanksgiving Day
President's Day	Day after Thanksgiving
Memorial Day	Christmas Day
Independence Day	Employee's Birthday
Labor Day	

Vacation

8 hours per month accrues on the first day following the calendar month of employment. On September 30th of each year, Employees whose vacation leave balance equals or exceeds ~~160~~¹²⁰ hours will not be eligible to earn additional vacation leave until they reduce their total vacation leave balance below ~~160~~¹²⁰ hours. Remaining vacation leave will be paid at employee's termination. Once vacation is accrued, you are entitled to take the leave. Employees hired prior to 10/01/13 shall be grandfathered at their current accrual rate schedule.

	Monthly Accrual
Start of 1 st year of employment	8 hours
Beginning of 5 th year of employment	11.00 hours
Beginning of 10 th year of employment	14.33 hours
Beginning of 15 th year of employment	16.00 hours
Beginning of 20 th year of employment	17.66 hours
Beginning of 25 th year of employment	21.00 hours

Employees shall be permitted to request a cash in of up to forty (40) hours of vacation time one time annually (within their (12) month anniversary date of full-time hire).

Supplementary Benefits

Administrative Leave Compensation Time (full-time, exempt employees)

Admin Leave Comp- time can be earned at a rate of one hour of leave time for every one hour of time worked in excess ~~50%~~ of the hours exceeding 40 hours each week, not to exceed 80 hours in a fiscal year. On September 30th of each year, Employees whose administrative comp time leave balance equals or exceeds 20 hours will not be eligible to earn additional administrative comp time until they reduce their total administrative comp time balance below 20 hours.

Comp Time (full-time, non-exempt employees)

Comp time can be earned, and banked, at a rate of 150% of the hours exceeding 40 each week, not to exceed ~~80~~⁶⁰ hours at any time. Once ~~80~~⁶⁰ hours is accrued, worked time over 40 hours

in a week will be compensated as overtime pay according to DOL regulations. Amount of Comp time for the pay period must be communicated to the payroll department prior to 8:00 A.M. on the Monday following the pay period. Once Comp time is earned, you are entitled to take the Comp time. Comp time will only be converted to cash at employee's termination.

Allowances

Boots: Employees whose job classifications require steel toe safety footwear or work in inclement conditions; (i.e. cold, wet, or muddy) shall be entitled to a ~~two hundred one hundred ninety~~ dollar (\$~~200190~~.00) annual footwear allowance. The allowance shall be made available beginning the first week in November and ending last week of October of the following year. The footwear allowance shall be applied toward the purchase of job related footwear to include but not limited to: steel toe boots, steel toe shoes, insulated winter boots or the repair thereof. The footwear allowance shall be disbursed by a City purchase order or reimbursement of private purchase. _____

Uniforms: The City shall provide up to three hundred fifty dollars (\$350.00) toward the rental ~~or purchase~~ of uniforms ~~from the City approved vendor for those jobs~~ -required by ~~those~~ job classifications which the City Administrator or his designee determines shall wear City identified uniforms. _____ The City shall provide up to three hundred dollars (\$300.00) annually towards the purchase of uniforms/clothing from the City approved vendor. The City shall determine the type and design of each uniform which may be altered as to the weather conditions. Receipts shall be required to account for either the purchase or rental of a uniform. Clothing purchased shall be limited to: hats, pants, shirts and coats/jackets. All clothing must be a solid color (camouflage or patterns are prohibited) and must be embroidered with "City of Bellevue" identifying information.

Eyewear: When an employee is required to wear prescription eyewear to perform his/her duties and may be required to wear ANSI approved eyewear for reasons of safety, effectiveness or efficiency in the performance of those duties; the City shall cover a maximum amount not to exceed one hundred twenty-five dollars (\$125.00) for the prescription safety eyewear. Eyewear shall be allowed to be replaced annually or when damaged/broken in the performance of the individual's duties or when a change in the individual's vision requires a change in their prescription.



APPENDIX G

CITY OF BELLEVUE

OUR GOAL

*TO BE RANKED AS ONE OF
THE NATION'S BEST CITIES IN TERMS OF FISCAL
RESPONSIBILITY, ENVIRONMENTAL STEWARDSHIP,
INNOVATION AND INTEGRITY, REFLECTING CONTINUOUS
GROWTH AND ECONOMIC VITALITY*

OUR MISSION

*TO PROVIDE EXCEPTIONAL CUSTOMER SERVICE, UPHOLD
THE PUBLIC INTEREST AND ADVANCE THE COMMUNITY VISION*

OUR VISION

TO BE A COLLABORATIVE AND INNOVATIVE ORGANIZATION THAT IS FUTURE-FOCUSED
AND COMMITTED TO EXCELLENCE

CORE VALUES

STEWARDSHIP

INNOVATION

INTEGRITY

COMMITMENT TO EMPLOYEES

EXCEPTIONAL PUBLIC SERVICE

COMMUNITY PARTICIPATION

APPROVED BY BELLEVUE CITY COUNCIL ON MONDAY, DECEMBER 13, 2010

APPENDIX H

Date: 04/10/15

To: All Employees

From: Ashley Clark, Human Resources Manager

RE: Flex Time

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The new Employee Handbook, as approved on 03/23/15, includes a section for Flextime (VI. Wages & Hours of Work, pg. 39). This memo is to serve as clarification on the application of flextime with employees.

As defined under employee classifications (VI. Wages & Hours of Work, pg. 37-38), benefit eligibility is determined solely based on the following classifications:

"For purposes of determining compensation and benefits, the City will classify an employee as one of the following:

1. Full-time (FT)

Employees are hired for an indefinite period of time and are regularly scheduled to work a minimum of 40 hours per workweek. Full-time employees are eligible for all benefits offered to employees.

2. Part-time benefit eligible (PB)

Employees are hired for an indefinite period of time and are regularly scheduled to work 30-39 hours per work week. They will be considered full time for health and dental insurance (rates) benefits but do not receive any other benefits. Full-time status under this classification does not afford any employee any other benefit, provision or policy in this handbook; for all purposes other than health and dental insurance, this employee is considered a Part-time employee.

3. Part-time (PT)

Employees are hired for an indefinite period of time and are scheduled to work no more than 28 hours per workweek. Part-time employees are not eligible for any benefits.

4. Seasonal (SE)

Employees are hired for a period of no more than 120 days per year.

5. Temporary (TM)

Employees are hired for a period of no more than 90 calendar days."

Keeping that in mind, time is measured on a workweek basis, not per pay period (2-week timeframe). Therefore flextime principles must be applied in the same manner. There are two different categories of flextime that the City recognizes, flexible schedules and flextime arrangements.

Flexible schedules are pre-approved changes in the employee's weekly scheduled hours of work (shift). Using the administrative staff as an example, the scheduled hours are typically 8am-4:30pm, Monday through Friday. An employee with a pre-approved flexible schedule could change their weekly scheduled hours to 7:00am-3:30pm, Monday through Friday, so long as the employee is working 40 hours per week and maintaining their employment classification.

Flextime arrangements ("flextime") are pre-approved changes in hours that may vary week to week. Again, using administrative staff as an example, an employee might need to leave at 3:30 one day for a school program for their child. A flextime arrangement would allow that employee to work an extra hour in that week to make up for the hour that they left early. 40 hours per week must be met in order to maintain employment classification.

A **full-time** employee who has successfully completed his/her introductory period may work a flexible schedule ("flextime") with the prior written approval of his/her department Director. A department Director may work a flexible schedule with the prior written approval of the City Administrator. Upon receipt of a flextime request, the department Director or City Administrator will consider the job duties and performance of the individual requesting flextime and the staffing needs of the department. The department Director or City Administrator may suspend or cancel the flextime arrangement at any time.

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RECEIPT

I have received and read a copy of the City of Bellevue Employee Handbook (2015), which I acknowledge supersedes all previous employee handbooks, manuals, and policies. I understand all of the rules and policies contained in this Employee Handbook and agree to abide by them. I understand that failure to abide by the rules, policies, terms and conditions of my employment may result in disciplinary action, up to and including termination.

Further, I acknowledge that these policies were effective when adopted by City Council (Council) and will supersede any and all employee rules, policies, regulations, or procedures that had been previously adopted by the Council.

I understand that the Employee Handbook is intended to provide employees with an understanding of the City's current employee policies and procedures and that those policies and procedures are subject to change, modification or elimination by the City at any time. I also understand and agree that nothing in this Employee Handbook constitutes an express or implied contract of employment between the City of Bellevue and any employee.

Employee's Signature

Date

Employee's Printed Name

Date

Supervisor's Signature

Date

Supervisor's Printed Name

Date

CITY OF BELLEVUE, NEBRASKA
AGENDA ITEM COVER SHEET

136
10.22.18

COUNCIL MEETING DATE:	10/22/18	AGENDA ITEM TYPE:	
		SPECIAL PRESENTATION	
SUBMITTED BY:		LIQUOR LICENSE	
Rich Severson, Finance Director; Abby Highland, CDBG Program Administrator		ORDINANCE	
		PUBLIC HEARING	
		RESOLUTION	
		CURRENT BUSINESS	X
		OTHER (SEE CLERK)	

SUBJECT:

Approve & execute the Funding Approval Agreement for \$356,838 in FY-2018 CDBG funding

SYNOPSIS:

The City of Bellevue submitted the 2018 Action Plan to HUD, which was approved by Council in July 2018. Following a review, HUD has approved the plan and provided a funding agreement for the City's approval. To receive the CDBG funding for FY-18, the City of Bellevue must execute & return the funding agreement to HUD.

FISCAL IMPACT:

\$356,838 was included in CDBG Fund 60 Budget for FY 2018-2019.

BUDGETED ITEM: YES NO GRANT/MATCHING FUNDS YES NO

IF NO, EXPLAIN: IF YES, %, \$, EXPLAIN:

The City of Bellevue receives reimbursement of funds as expended for CDBG projects; entitlement funds do not require match funding.

PROJECT NAME, CALENDAR AND CODING:

Requestor	Project Name:	The five projects will be named & coded following release of funds from HUD.		
	Expected Start Date:	1/1/19	Expected End Date:	12/31/19
	CIP Project Name:	NA		
	MAPA # and Name:	NA		
	Street District # and Name:	NA		
Finance	Distribution Code:	60-00-1903-191800-450-60HUD		
		[Fund-Dept-Project-Subproject-Funding Source-Cost Center]		
	GL Account #: NA	GL Account Name: NA		

RECOMMENDATION:

Approve and execute the agreement.

BACKGROUND:

The City of Bellevue, as an entitlement community for Community Development Block Grant (CDBG) funding, received a 2018 allocation of \$356,838. An Annual Action Plan outlining the proposed projects to be funded with the allocation was prepared, approved by the City Council in July 2018, and sent to the U.S. Department of Housing and Urban Development (HUD) for review and approval of the proposed plan. HUD has approved the projects and provided the City with a Funding Approval Agreement for execution. Once the agreement is executed and the environmental review complete, 2018 funds will be released to the City for expenditure.

ATTACHMENTS:

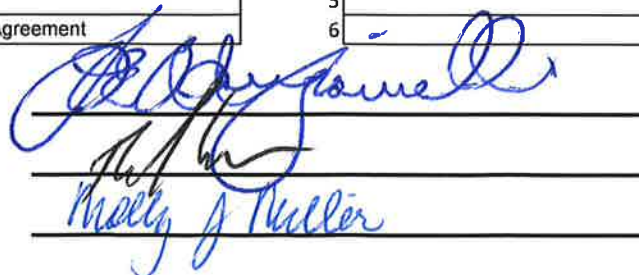
1	2018 CDBG Projects List	4	
2	HUD Letter	5	
3	Funding Approval/Agreement	6	

SIGNATURES:

ADMINISTRATOR APPROVAL:

FINANCE APPROVAL:

LEGAL APPROVAL:



2018 ACTION PLAN PROJECT LIST

The following projects were proposed to fulfill the 2018 funding allocation amount of \$356,838 and reallocated funding amount of \$3,313. The projects and Action Plan were approved by City Council on July 23, 2018.

Applicant/Project	Recommended Funding
<i>Public Facilities and Improvements</i>	
City of Bellevue – Valley View Sidewalk Improvement Request funding for the construction of new sidewalks and curb ramps, and replacement of dilapidated along Valley View Avenue and 41 st Avenue.	\$ 100,000.00
City of Bellevue – CDBG Paving Project – East of Chandler Hills Request funding reconstruction of concrete pavement and construction of sidewalks along 19 th Street between Chandler Road and Sidney Street.	\$ 133,326.00
<i>Public Service</i>	
Backyard Sports – Sports Clinics & Club Participation Assistance Request funding to provide program and participation assistance for children from low and moderate income households.	\$ 26,825.00
<i>Economic Development</i>	
Buckley Construction – 2110 Office Retail Upgrade Part II Request funding to assist with environmental testing, façade improvements, and the correction of code violations on the building at 2110 Franklin Street.	\$ 60,000.00
<i>Administration and Planning</i>	
City of Bellevue - Administration Request funding for general management, oversight, coordination, and staff expense for the CDBG program.	\$ 40,000.00
<i>Total CDBG Funding</i>	
	\$ 360,151.00



U.S. Department of Housing and Urban Development

Community Planning and Development
Edward Zorinsky Federal Building
1616 Capitol Avenue, Suite 329
Omaha, Nebraska 68102-4908

October 3, 2018

Honorable Rita Sanders
Mayor of Bellevue
1500 Wall Street
Bellevue, NE 68005

Dear Mayor Sanders:

This is to inform you that a review of your 2018 Annual Action Plan has been completed. The grant assistance which you are receiving is Community Development Block Grant (CDBG) funds in the amount of \$356,838.

Enclosed are the Grant Agreements and Funding Approvals (three copies), which constitute the contract between the Department of Housing and Urban Development and the City of Bellevue, Nebraska.

You should note particularly the special conditions included in the Grant Agreement. If you are planning to charge any expenses as indirect costs to the grant, you must complete the indirect cost chart for the grant before returning the agreement. Also, of particular note are the requirements for compliance with the Universal Numbering System and System for Award Management (SAM) and the Federal Funding Accountability and Transparency Act (FFATA). Other special conditions regard period of performance; selling, trading or transferring CDBG funds; review of activities providing CDBG to for-profit entities; and the restrictions on using eminent domain for CDBG activities. It is also important to understand the date you may begin to obligate grant funds for eligible activities. Please contact your HUD program representative if you have any questions regarding your agreement.

In order to establish a line of credit for these grant funds, you must execute and return two copies of the Grant Agreement. Retain one copy of the Grant Agreement for your files. If there is a need to establish or change the depository account to which these grant funds are to be wired, a Direct Deposit Sign-Up Form (SF-1199A) must be completed by you and your financial institution and mailed to this office.

You are reminded that certain activities are subject to the provisions of 24 CFR Part 58 (Environmental Review Procedures for the CDBG Program). Funds for such activities may not be obligated or expended unless HUD has approved the release of funds in writing. A request for the release of funds must be accompanied by an environmental certification.

The special condition in your Grant Agreement and Funding Approval concerning the review procedures under Executive Order (E.O.) 12372, Intergovernmental Review of Federal Programs, and HUD's implementing regulations at 24 CFR Part 52 restricts the obligation or expenditure of

funds for the planning or construction of water or sewer facilities until the completion of the review process and receipt of written notification of release of funds from HUD. Since you have not submitted your final statement for review under E.O. 12372, we assume you do not propose to use funds for activities subject to review. However, the condition requires that in the event you amend or otherwise revise your final statement to use funds for the planning or construction of water or sewer facilities, you must receive written release of funds from HUD before obligating or expending funds for such activities.

A primary goal of the Department is to reduce housing discrimination, affirmatively further fair housing through CPD programs and promote diverse, inclusive communities. To that end, we encourage your community to take all measures necessary to ensure compliance with the Fair Housing requirements associated with these funds. A copy of your Consolidated Plan/Annual Action Plan was provided to the Office of Fair Housing and Equal Opportunity for review. No comments were received.

You are encouraged to continue to vigorously promote full partnerships between the City of Bellevue and its non-profit service providers, neighborhood organizations, the economic community and private citizens as you implement your Consolidated Plan. In the process of transforming plan elements into projects, the quality of success will depend in large part on the closeness of cooperation among all the Consolidated Plan partners. We offer our continued support and technical assistance during the coming year to help forward the objectives of the Consolidated Plan.

If you have any questions regarding the information in this letter, please contact Ms. Terry Inserra, Senior Community Planning and Development Representative, at (402) 492-3141.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Tim Severin', is written over the printed name and title.

Tim Severin
Director
Community Planning and
Development Division

Enclosures

Funding Approval/Agreement

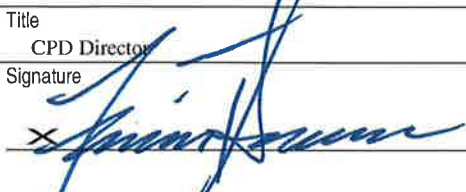
Title I of the Housing and Community
Development Act (Public Law 930383)
HI-00515R of 20515R

U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Community Development Block Grant Program

OMB Approval No. 2506-0193
exp 5/31/2018

1. Name of Grantee (as shown in item 5 of Standard Form 424) City of Bellevue	3a. Grantee's 9-digit Tax ID Number 476006099	3b. Grantee's 9-digit DUNS Number 054156260
2. Grantee's Complete Address (as shown in item 5 of Standard Form 424) 1500 Wall Street Bellevue, NE 68005	4. Date use of funds may begin 10/01/2018	
	5a. Project/Grant No. 1 B-18-MC-31-0003	6a. Amount Approved \$356,838.00
	5b. Project/Grant No. 2	6b. Amount Approved

Grant Agreement: This Grant Agreement between the Department of Housing and Urban Development (HUD) and the above named Grantee is made pursuant to the authority of Title I of the Housing and Community Development Act of 1974, as amended, (42 USC 5301 et seq.). The Grantee's submissions for Title I assistance, the HUD regulations at 24 CFR Part 570 (as now in effect and as may be amended from time to time), and this Funding Approval, including any special conditions, constitute part of the Agreement. Subject to the provisions of this Grant Agreement, HUD will make the funding assistance specified here available to the Grantee upon execution of the Agreement by the parties. The funding assistance specified in the Funding Approval may be used to pay costs incurred after the date specified in item 4 above provided the activities to which such costs are related are carried out in compliance with all applicable requirements. Pre-agreement costs may not be paid with funding assistance specified here unless they are authorized in HUD regulations or approved by waiver and listed in the special conditions to the Funding Approval. The Grantee agrees to assume all of the responsibilities for environmental review, decision making, and actions, as specified and required in regulations issued by the Secretary pursuant to Section 104(g) of Title I and published in 24 CFR Part 58. The Grantee further acknowledges its responsibility for adherence to the Agreement by sub-recipient entities to which it makes funding assistance hereunder available.

U.S. Department of Housing and Urban Development (By Name) Francis Severin		Grantee Name City of Bellevue	
Title CPD Director		Title	
Signature 	Date (mm/dd/yyyy) 10/03/2018	Signature	Date (mm/dd/yyyy)

7. Category of Title I Assistance for this Funding Action: Entitlement, Sec 106(b)	8. Special Conditions (check one) <input type="checkbox"/> None <input checked="" type="checkbox"/> Attached	9a. Date HUD Received Submission (08/01/2018)	10. check one <input checked="" type="checkbox"/> a. Orig. Funding Approval <input type="checkbox"/> b. Amendment Amendment Number
		9b. Date Grantee Notified (10/03/2018)	
		9c. Date of Start of Program Year (10/01/2018)	
11. Amount of Community Development Block Grant			
	FY (2018)	FY (2017)	FY ()
a. Funds Reserved for this Grantee	\$356,810.00	\$ 28.00	
b. Funds now being Approved			
c. Reservation to be Cancelled (11a minus 11b)			

12a. Amount of Loan Guarantee Commitment now being Approved N/A	12b. Name and complete Address of Public Agency
Loan Guarantee Acceptance Provisions for Designated Agencies: The public agency hereby accepts the Grant Agreement executed by the Department of Housing and Urban Development on the above date with respect to the above grant number(s) as Grantee designated to receive loan guarantee assistance, and agrees to comply with the terms and conditions of the Agreement, applicable regulations, and other requirements of HUD now or hereafter in effect, pertaining to the assistance provided it.	12c. Name of Authorized Official for Designated Public Agency
	Title
	Signature

HUD Accounting Use Only Region 7, Field Office 26, Appropriation 868/100162, PAS Code EC1, Source Year 2018 (1)
Region 7, Field Office 26, Appropriation 867/90162, PAS Code EC1, Source Year 2017 (0)

Batch	TAC	Program	Y	A	Reg	Area	Document No.	Project Number	Category	Amount	Effective Date (mm/dd/yyyy)	F
	153											
	176											
			Y					Project Number		Amount		
			Y					Project Number		Amount		

Date Entered PAS (mm/dd/yyyy)	Date Entered LOCCS (mm/dd/yyyy)	Batch Number	Transaction Code	Entered By	Verified By
-------------------------------	---------------------------------	--------------	------------------	------------	-------------

8. Special Conditions.

- (a) The period of performance for the funding assistance specified in the Funding Approval ("Funding Assistance") shall begin on the date specified in item 4 and shall end on September 1, 2025. The Grantee shall not incur any obligations to be paid with such assistance after September 1, 2025.
- (b) The Recipient shall attach a schedule of its indirect cost rate(s) in the format set forth below to the executed Agreement that is returned to HUD. The Recipient shall provide HUD with a revised schedule when any change is made to the rate(s) described in the schedule. The schedule and any revisions HUD receives from the Recipient shall be incorporated herein and made a part of this Agreement, provided that the rate(s) described comply with 2 CFR part 200, subpart E.

<u>Administering Department/Agency</u>	<u>Indirect cost rate</u>	<u>Direct Cost Base</u>
_____	_____ %	_____
_____	_____ %	_____
_____	_____ %	_____
_____	_____ %	_____
_____	_____ %	_____

Instructions: The Recipient must identify each agency or department of the Recipient that will carry out activities under the grant, the indirect cost rate applicable to each department/agency (including if the de minimis rate is used per 2 CFR §200.414(f)), and the type of direct cost base to which the rate will be applied (for example, Modified Total Direct Costs (MTDC)). Do not include indirect cost rates for subrecipients.

- (c) In addition to the conditions contained on form HUD 7082, the grantee shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Dun and Bradstreet Data Universal Numbering System (DUNS); the System for Award Management (SAM.gov.); the Federal Funding Accountability and Transparency Act as provided in 2 CFR part 25, Universal Identifier and General Contractor Registration; and 2 CFR part 170, Reporting Subaward and Executive Compensation Information.
- (d) The grantee shall ensure that no CDBG funds are used to support any Federal, State, or local projects that seek to use the power of eminent domain, unless eminent domain is employed only for a public use. For the purposes of this requirement, public use shall not be construed to include economic development that primarily benefits private entities. Any use of funds for mass transit, railroad, airport, seaport or

highway projects as well as utility projects which benefit or serve the general public (including energy-related, communication-related, water-related and wastewater-related infrastructure), other structures designated for use by the general public or which have other common-carrier or public-utility functions that serve the general public and are subject to regulation and oversight by the government, and projects for the removal of an immediate threat to public health and safety or brownfield as defined in the Small Business Liability Relief and Brownfields Revitalization Act (Public Law 107-118) shall be considered a public use for purposes of eminent domain.

- (e) The Grantee or unit of general local government that directly or indirectly receives CDBG funds may not sell, trade, or otherwise transfer all or any such portion of such funds to another such entity in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under title I of the Act.
- (f) E.O. 12372-Special Contract Condition - Notwithstanding any other provision of this agreement, no funds provided under this agreement may be obligated or expended for the planning or construction of water or sewer facilities until receipt of written notification from HUD of the release of funds on completion of the review procedures required under Executive Order (E.O.) 12372, Intergovernmental Review of Federal Programs, and HUD's implementing regulations at 24 CFR Part 52. The recipient shall also complete the review procedures required under E.O. 12372 and 24 CFR Part 52 and receive written notification from HUD of the release of funds before obligating or expending any funds provided under this agreement for any new or revised activity for the planning or construction of water or sewer facilities not previously reviewed under E.O. 12372 and implementing regulations.
- (g) CDBG funds may not be provided to a for-profit entity pursuant to section 105(a)(17) of the Act unless such activity or project has been evaluated and selected in accordance with Appendix A to 24 CFR 570 - "Guidelines and Objectives for Evaluating Project Costs and Financial Requirements." (Source - P.L. 113-235, Consolidated and Further Continuing Appropriations Act, 2015, Division K, Title II, Community Development Fund).

CITY OF BELLEVUE, NEBRASKA
AGENDA ITEM COVER SHEET

13c
10.22.18

COUNCIL MEETING DATE:	10/22/2018	AGENDA ITEM TYPE:	
SUBMITTED BY: Jeff Roberts, Public Works Director Epiphany Ramos, WW Manager		SPECIAL PRESENTATION	<input type="checkbox"/>
		LIQUOR LICENSE	<input type="checkbox"/>
		ORDINANCE	<input type="checkbox"/>
		PUBLIC HEARING	<input type="checkbox"/>
		RESOLUTION	<input type="checkbox"/>
		CURRENT BUSINESS	<input checked="" type="checkbox"/>
		OTHER (SEE CLERK)	<input type="checkbox"/>

SUBJECT:

Short Form Agreement

SYNOPSIS:

Request approval of a Short Form Agreement for Engineering Services between the City of Bellevue and HDR Engineering, Inc. for the Quail Creek Lift Station Project.

FISCAL IMPACT:

\$168,267

BUDGETED ITEM: ☒ YES ☐ NO

PROJECT # & TRACKING INFORMATION:

10-20-7000 CIP - WW 19(4)

RECOMMENDATION:

Request approval of a Short Form Agreement for Engineering Services and authorize the Mayor to sign the Agreement between the City of Bellevue and HDR Engineering, Inc. not to exceed \$168,267.

BACKGROUND:

HDR evaluated options to address the age and capacity issues in the existing wastewater collection system. The purpose of this project is to construct a new lift station in the same location as the existing lift station and construct a new force main which will convey the flow to the north connecting to the 15-inch gravity sewer in Maass Road. The Scope of Services are outlined in Exhibit A.

ATTACHMENTS:

1 Short Form Agreement
2
3

4
5
6

SIGNATURES:

ADMINISTRATOR APPROVAL:

FINANCE APPROVAL:

LEGAL APPROVAL:

The block contains three handwritten signatures in blue ink. The top signature is the Mayor's, the middle is the Finance Director's, and the bottom is the Legal Counsel's. Each signature is written over a horizontal line.

**SHORT FORM AGREEMENT BETWEEN OWNER AND HDR ENGINEERING,
INC. FOR PROFESSIONAL SERVICES
AGREEMENT NUMBER _____**

THIS AGREEMENT is made as of this _____ day of October, 2018, between the City of Bellevue ("OWNER"), and HDR ENGINEERING, INC., ("ENGINEER" or "CONSULTANT") a Nebraska corporation, with principal offices at 8404 Indian Hills Drive, Omaha, Nebraska, 68114 for services in connection with the project known as Bellevue Quail Creek Lift Station ("Project");

WHEREAS, OWNER desires to engage ENGINEER to provide professional engineering, consulting and related services ("Services") in connection with the Project; and

WHEREAS, ENGINEER desires to render these Services as described in SECTION I, Scope of Services.

NOW, THEREFORE, OWNER and ENGINEER in consideration of the mutual covenants contained herein, agree as follows:

SECTION I. SCOPE OF SERVICES

ENGINEER will provide Services for the Project, which consist of the Scope of Services as outlined on the attached Exhibit A.

SECTION II. TERMS AND CONDITIONS OF ENGINEERING SERVICES

The HDR Engineering, Inc. Terms and Conditions, which are attached hereto in Exhibit B, are incorporated into this Agreement by this reference as if fully set forth herein.

SECTION III. RESPONSIBILITIES OF OWNER

The OWNER shall provide the information set forth in paragraph 6 of the attached "HDR Engineering, Inc. Terms and Conditions for Professional Services."

SECTION IV. COMPENSATION

Compensation for ENGINEER'S services under this Agreement shall be on the basis of

- Direct Labor Costs times a factor of 3.18 for the services of ENGINEER'S personnel engaged on the Project, plus Reimbursable Expenses, not to exceed \$168,267.00 (One-hundred sixty-eight thousand, two-hundred sixty-seven dollars and zero cents).

Compensation terms are defined as follows:

Direct Labor Cost shall mean salaries and wages, (basic and overtime) paid to all personnel engaged directly on the Project. The Direct Labor Costs and the factor applied to Direct Labor Costs will be adjusted annually as of the first of every year to reflect equitable changes to the compensation payable to Engineer.

Reimbursable Expense shall mean the actual expenses incurred directly or indirectly in connection with the Project for transportation travel, subconsultants, subcontractors, technology charges, telephone, telex, shipping and express, and other incurred expense. ENGINEER will add ten percent (10%) to invoices received by ENGINEER from subconsultants and subcontractors to cover administrative expenses and vicarious liability.

SECTION V. PERIOD OF SERVICE

Upon receipt of written authorization to proceed, ENGINEER shall perform the services within the time period(s) described in Exhibit A.

Unless otherwise stated in this Agreement, the rates of compensation for ENGINEER'S services have been agreed to in anticipation of the orderly and continuous progress of the project through completion. If any specified dates for the completion of ENGINEER'S services are exceeded through no fault of the ENGINEER, the time for performance of those services shall be automatically extended for a period which may be reasonably required for their completion and all rates, measures and amounts of ENGINEER'S compensation shall be equitably adjusted.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above.

"OWNER"

BY: _____

NAME: _____

TITLE: _____

ADDRESS: _____

HDR ENGINEERING, INC.
"ENGINEER"

BY:  _____

NAME: Ron Sova, P.E.

TITLE: Senior Vice President

ADDRESS: 8404 Indian Hills Drive
Omaha, NE 68114-4098

EXHIBIT A

SCOPE OF SERVICES

EXHIBIT A

SCOPE OF SERVICES

PART 1.0 PROJECT DESCRIPTION:

The Quail Creek lift station was built in 1983, and was designed to convey sanitary sewage from the low point of the Quail Creek SID No. 85 through an 8-inch ductile iron force main for 1,462 feet upstream to an 8-inch gravity sewer in Quail Drive.

The Quail Creek lift station is at the end of its useful life and needs to be replaced. The 8-inch gravity sewer that the lift station discharges into does not have the capacity to convey the flow causing a downstream manhole to surge when the lift station is running. The new sewer from the Liberty development connects downstream from the force main discharge location and is going to make the situation worse.

HDR evaluated options to address the age and capacity issues in the existing wastewater collection system. The recommended approach is to construct a new Quail Creek lift station in the same location as the existing lift station, and construct a new force main which will convey the flow to the north, connecting to the 15-inch gravity sewer in Maass Road.

The Scope of Services is for the final design of a new Quail Creek lift station and force main.

Key Understandings:

1. All travel will be in proximity to the City of Bellevue, Nebraska.
2. All meetings and presentations will be at the City Engineer's office or City administrative offices or on-site.
3. OWNER will provide information on existing property ownership and easements.
4. The new lift station will be located on the same parcel as the existing lift station.
5. The proposed force main will be installed by open cut for the majority of the route. The force main will be installed by horizontal directional drilling where necessary as determined during design.
6. The sewer will be open-cut construction at Maass Road.
7. OWNER will pay for all fees for permits and connections.
8. The proposed lift station will consist of:
 - Two submersible pumps.
 - Cast-in-place wet well with an adjacent valve vault.
 - Pre-engineered electrical controls building.
 - Variable frequency drives (VFD) for each pump.
 - Provisions for a backup generator connection.
 - 480 volt power supply.

9. The force main is anticipated to be 8-inch diameter PVC or HDPE with air release vaults and clean-outs located as necessary.
10. The scope of services does include wetland delineation for the project and a non-notifying Nationwide Permit 12 which assumes: a) the project will be bored under the creek and b) wetland delineation does not identify any additional forested wetlands along the proposed force main route. If necessary, additional United States Army Corps of Engineers permitting can be completed as additional services.
11. The plans and specifications will be submitted to the Nebraska Department of Environmental Quality for review.
12. ENGINEER will use HDR CADD standards and HDR master specifications for the development of the construction documents.
13. The survey work will be completed by Lamp, Rynearson & Associates, Inc. as a subconsultant to HDR.
14. The geotechnical investigation will be completed by Thiele Geotech Inc. as a subconsultant to HDR.
15. Plans will be provided in PDF format. Opinions of probable construction costs will be provided in EXCEL format.
16. The sewer infrastructure will be created into GIS shapefiles with populated fields and provided to Sarpy County for incorporation into the GIS system.

ROW/Easements:

17. The force main will be located to minimize the number of impacted private property owners in regards to easements. Permanent and temporary construction easements will be acquired for each private property parcel impacted.
18. The scope of services does include right of entry acquisition for topographic survey, geotechnical investigation, and easement acquisition including negotiations and document execution.
19. The scope of services includes easement and descriptions prepared for nine permanent easements and nine temporary easements.
20. Easement descriptions will not be provided for City owned property.
21. The scope of services includes three in-person meetings and three phone conversations with each landowner.
22. The scope of services does not include assistance during condemnation proceedings.
23. One title certificate will be acquired by HDR for each of the nine tax lots. OWNER will be responsible for updates of the title certificates or title commitments.
24. HDR will arrange for the nine parcel appraisals and review the appraisals for each of the nine tax lots by a licensed Nebraska appraiser.
25. A field journal will be kept by the licensed Nebraska ROW agent working on this project. This journal will document all contacts to landowners throughout the ROW acquisition phase of the project.
26. HDR ROW Agent will obtain the easement compensation check from OWNER and provide the check to the landowners.

27. HDR will arrange for recording of the final approved easements.

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY ENGINEER

Task Series 100 – Project Management

Objective: Provide management activities over the Project duration including planning, organizing and monitoring Project team activities; and overall project management. Hold a Project kick-off meeting to establish project goals. Conduct a utility coordination meeting and continue utility coordination through the course of the project.

HDR Activities 110 – Project Management

- Resource management and allocation based on Project schedules and activities.
- Budget and invoice management.
- Utility coordination.

120 – Kickoff Meeting

- Assemble available project data.
- Establish design parameters.
- Develop list of required design information needed from OWNER.
- Attend one meeting on site with OWNER to review list of needed information.
- The meeting will address routing, air release valve locations, and points of connection for the force main; controls; electrical connections; and access.
- Summarize and distribute meeting notes.

Task Series 200 – Development of Draft Documents

Objective: Preparation of the plans and specifications to the 60% level of completion.

HDR Activities 210 – Field Investigation

- Perform geotechnical investigation at the proposed lift station location and along proposed force main route. Prepare report.
- Perform topographic survey of the proposed lift station site and force main route.

220 – Development of Draft Plans and Specifications

- Develop wet well and lift station design including pump selection, VFD selection, electrical, structural and site design.
- Develop design of wet well connections.
- Develop recommendations for controls and SCADA.

- Design force main.
- Design existing lift station abandonment plan.
- Develop plans and specifications to 60 percent level of completion.
- Develop recommended limits of the temporary and permanent easements.
- Perform quality control review of documents prior to submittal.
- Prepare preliminary opinion of probable construction cost.

230 – Submittal and Review Meeting

- Submit two sets of plans and specifications to the OWNER for review.
- Attend one plan review meeting on site.
- Summarize and distribute the meeting notes.

Deliverables: Geotechnical report
Meeting notes
60% contract documents

Task Series 300 – Development of Final Documents and Regulatory Review

Objective: Preparation of the plans and specifications to the 100% level of completion and obtain regulatory approval.

HDR Activities

310 – Develop Plans and Specifications to 95%

- Incorporate review comments from 60% review meeting.
- Finalize easement descriptions.
- Develop plans and specifications to 95% level of completion.
- Develop storm water pollution prevention plan (SWPPP).
- Develop and finalize technical specifications.
- Prepare bid form and complete front end documents.
- Perform quality control review of documents prior to submittal.
- Update opinion of probable construction cost.

320 – Submittal and Review Meeting

- Submit two sets of plans and specifications to the OWNER for review.
- Attend one plan review meeting on site.
- Summarize and distribute meeting notes.

330 – Regulatory Submittal

- Incorporate OWNER review comments.
- Submit three sets of plans and specifications to Nebraska Department of Environmental Quality for review and approval.

- Prepare the storm water permit application for OWNER execution.
- Initiate project on City of Omaha Permix website for SWPPP.
- Initiate project on NDEQ website for NPDES permit.
- Receive review comments.
- Incorporate review comments and finalize plans and specifications to 100 percent level of completion.

340 – Bid Phase Services

- Provide the notice to bidders to OWNER for publication.
- Distribute bidding documents to bidders upon request through A&D Technical Supply.
- Respond to RFI's.
- Conduct one pre-bid meeting and prepare meeting notes.
- Issue up to two addenda.
- Attend bid opening and tabulate bids.
- Prepare letter of recommendation.

Deliverables: 95% contract documents for review.
100% contract documents.
NDEQ submittal.
NDEQ NPDES permit application.

Task Series 400 – Wetlands Delineation

Objective: Delineate potential wetlands and waters of the U.S. along the sewer corridor, in accordance with the U.S. Army Corps of Engineers 1987 Wetland Delineation Manual and 2010 Midwest Regional Supplement. Prepare a Wetland Delineation Report which defines the type, size, and location of delineated wetlands and waters of the U.S.

HDR Activities

410 – Wetlands Delineation

- Review aerial photography for potential wetlands.
- Complete site investigation to delineate the wetlands, collect soil samples, and analyze the samples.
- Prepare draft wetlands delineation report.
- Submit draft report to OWNER.
- Meet with OWNER to review comments.
- Finalize wetlands delineation report.

Deliverables: Wetlands delineation report.

Task Series 500 – Right of Way Services

Objective: Provide ROW services for the acquisition of nine temporary and permanent easements.

HDR Activities **510 – Title and Valuation Research**

- Research Ownership and encumbrances of parcels where easements are to be acquired.
- Provide title certificate.

520 – Appraisal and Review

- Obtain and review appraisals.

530 – Exhibits

- Prepare temporary and permanent easement exhibits and legal descriptions.

540 – Property Owner Contacts

- Documentation of owner contacts in a Field Journal.
- Secure Right-of-Entry from property owner in advance of survey.
- Conduct three phone conversations and three in-person informational and negotiation meetings with property owners.

Deliverables: Field Journal
Executed Right-of-Entries
Accepted, signed, and notarized temporary and permanent easement documents to City for approval.
Record executed permanent easements at Sarpy County Register of Deeds.

PART 3.0 OWNER’S RESPONSIBILITIES:

1. Payment of all fees for permits and connections.
2. Access to the selected lift station location and force main route.
3. Information on existing property ownership and easements.
4. Payment of all easements and County recording fees.
5. Timely review of submitted documents.
6. Execution of all permits applications.
7. Provide meeting venue as necessary.

PART 4.0 PERIODS OF SERVICE:

Notice to Proceed:	October 24, 2018
Wetlands Delineation:	October 29, 2018
60% Design Submittal:	November 30, 2018
Easement Descriptions:	November 30, 2018
95% Design Submittal:	January 21, 2019
Final Plans:	February 18, 2019
Bid Opening:	March 13, 2019

EXHIBIT B

TERMS AND CONDITIONS

HDR Engineering, Inc.

Terms and Conditions for Professional Services

1. STANDARD OF PERFORMANCE

The standard of care for all professional engineering, consulting and related services performed or furnished by ENGINEER and its employees under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under the same or similar circumstances at the same time and in the same locality. ENGINEER makes no warranties, express or implied, under this Agreement or otherwise, in connection with ENGINEER's services.

2. INSURANCE/INDEMNITY

ENGINEER agrees to procure and maintain, at its expense, Workers' Compensation insurance as required by statute; Employer's Liability of \$250,000; Automobile Liability insurance of \$1,000,000 combined single limit for bodily injury and property damage covering all vehicles, including hired vehicles, owned and non-owned vehicles; Commercial General Liability insurance of \$1,000,000 combined single limit for personal injury and property damage; and Professional Liability insurance of \$1,000,000 per claim for protection against claims arising out of the performance of services under this Agreement caused by negligent acts, errors, or omissions for which ENGINEER is legally liable. If flying an Unmanned Aerial System (UAS or drone), ENGINEER will procure and maintain aircraft unmanned aerial systems insurance of \$1,000,000 per occurrence. OWNER shall be made an additional insured on Commercial General and Automobile Liability insurance policies, including completed operations, Waiver of Subrogation in favor of OWNER on Commercial General Liability insurance policy, and certificates of insurance will be furnished to the OWNER. ENGINEER agrees to indemnify OWNER for third party personal injury and property damage claims to the extent caused by ENGINEER's negligent acts, errors or omissions. However, neither Party to this Agreement shall be liable to the other Party for any special, incidental, indirect, or consequential damages (including but not limited to loss of use or opportunity; loss of good will; cost of substitute facilities, goods, or services; cost of capital; and/or fines or penalties), loss of profits or revenue arising out of, resulting from, or in any way related to the Project or the Agreement from any cause or causes, including but not limited to any such damages caused by the negligence, errors or omissions, strict liability or breach of contract.

3. OPINIONS OF PROBABLE COST (COST ESTIMATES)

Any opinions of probable project cost or probable construction cost provided by ENGINEER are made on the basis of information available to ENGINEER and on the basis of ENGINEER's experience and qualifications, and represents its judgment as an experienced and qualified professional engineer. However, since ENGINEER has no control over the cost of labor, materials, equipment or services furnished by others, or over the contractor(s)' methods of determining prices, or over competitive bidding or market conditions, ENGINEER does not guarantee that proposals, bids or actual project or construction cost will not vary from opinions of probable cost ENGINEER prepares.

4. CONSTRUCTION PROCEDURES

ENGINEER's observation or monitoring portions of the work performed under construction contracts shall not relieve the contractor from its responsibility for performing work in accordance with applicable contract documents. ENGINEER shall not control or have charge of, and shall not be responsible for, construction means, methods, techniques, sequences, procedures of construction, health or safety programs or precautions connected with the work and shall not manage, supervise, control or have charge of construction. ENGINEER shall not be responsible for the acts or omissions of the contractor or other parties on the project. ENGINEER shall be entitled to review all construction contract documents and to require that no provisions extend the duties or liabilities of ENGINEER beyond those set forth in this Agreement. OWNER agrees to include ENGINEER as an indemnified party in OWNER's construction contracts for the work, which shall protect ENGINEER to the same degree as OWNER. Further, OWNER agrees that ENGINEER shall be listed as an additional insured under the construction contractor's liability insurance policies.

5. CONTROLLING LAW

This Agreement is to be governed by the law of the state where ENGINEER's services are performed.

6. SERVICES AND INFORMATION

OWNER will provide all criteria and information pertaining to OWNER's requirements for the project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations. OWNER will also provide copies of any OWNER-furnished Standard Details, Standard Specifications, or Standard Bidding Documents which are to be incorporated into the project.

OWNER will furnish the services of soils/geotechnical engineers or other consultants that include reports and appropriate professional recommendations when such services are deemed necessary by ENGINEER. The OWNER agrees to bear full responsibility for the technical accuracy and content of OWNER-furnished documents and services.

In performing professional engineering and related services hereunder, it is understood by OWNER that ENGINEER is not engaged in rendering any type of legal, insurance or accounting services, opinions or advice. Further, it is the OWNER's sole responsibility to obtain the advice of an attorney, insurance counselor or accountant to protect the OWNER's legal and financial interests. To that end, the OWNER agrees that OWNER or the OWNER's representative will examine all studies, reports, sketches, drawings, specifications, proposals and other documents, opinions or advice prepared or provided by ENGINEER, and will obtain the advice of an attorney, insurance counselor or other consultant as the OWNER deems necessary to protect the OWNER's interests before OWNER takes action or forebears to take action based upon or relying upon the services provided by ENGINEER.

7. SUCCESSORS, ASSIGNS AND BENEFICIARIES

OWNER and ENGINEER, respectively, bind themselves, their partners, successors, assigns, and legal representatives to the covenants of this Agreement. Neither OWNER nor ENGINEER will assign, sublet, or transfer any interest in this Agreement or claims arising therefrom without the written consent of the other. No third party beneficiaries are intended under this Agreement.

8. RE-USE OF DOCUMENTS

All documents, including all reports, drawings, specifications, computer software or other items prepared or furnished by ENGINEER pursuant to this Agreement, are instruments of service with respect to the project. ENGINEER retains ownership of all such documents. OWNER may retain copies of the documents for its information and reference in connection with the project; however, none of the documents are intended or represented to be suitable for reuse by OWNER or others on extensions of the project or on any other project. Any reuse without written verification or adaptation by ENGINEER for the specific purpose intended will be at OWNER's sole risk and without liability or legal exposure to ENGINEER, and OWNER will defend, indemnify and hold harmless ENGINEER from all claims, damages, losses and expenses, including attorney's fees, arising or resulting therefrom. Any such verification or adaptation will entitle ENGINEER to further compensation at rates to be agreed upon by OWNER and ENGINEER.

9. TERMINATION OF AGREEMENT

OWNER or ENGINEER may terminate the Agreement, in whole or in part, by giving seven (7) days written notice to the other party. Where the method of payment is "lump sum," or cost reimbursement, the final invoice will include all services and expenses associated with the project up to the effective date of termination. An equitable adjustment shall also be made to provide for termination settlement costs ENGINEER incurs as a result of commitments that had become firm before termination, and for a reasonable profit for services performed.

10. SEVERABILITY

If any provision of this agreement is held invalid or unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term or condition shall not be construed by the other party as a waiver of any subsequent breach of the same provision, term or condition.

11. INVOICES

ENGINEER will submit monthly invoices for services rendered and OWNER will make payments to ENGINEER within thirty (30) days of OWNER's receipt of ENGINEER's invoice.

ENGINEER will retain receipts for reimbursable expenses in general accordance with Internal Revenue Service rules pertaining to the support of expenditures for income tax purposes. Receipts will be available for inspection by OWNER's auditors upon request.

If OWNER disputes any items in ENGINEER's invoice for any reason, including the lack of supporting documentation, OWNER may temporarily delete the disputed item and pay the remaining amount of the invoice. OWNER will promptly notify ENGINEER of the dispute and request clarification and/or correction. After any dispute has been settled, ENGINEER will include the disputed item on a subsequent, regularly scheduled invoice, or on a special invoice for the disputed item only.

OWNER recognizes that late payment of invoices results in extra expenses for ENGINEER. ENGINEER retains the right to assess OWNER interest at the rate of one percent (1%) per month, but not to exceed the maximum rate allowed by law, on invoices which are not paid within thirty (30) days from the date OWNER receives ENGINEER's invoice. In the event undisputed portions of ENGINEER's invoices are not paid when due, ENGINEER also reserves the right, after seven (7) days prior written notice, to suspend the performance of its services under this Agreement until all past due amounts have been paid in full.

12. CHANGES

The parties agree that no change or modification to this Agreement, or any attachments hereto, shall have any force or effect unless the change is reduced to writing, dated, and made part of this Agreement. The execution of the change shall be authorized and signed in the same manner as this Agreement. Adjustments in the period of services and in compensation shall be in accordance with applicable paragraphs and sections of this Agreement. Any proposed fees by ENGINEER are estimates to perform the services required to complete the project as ENGINEER understands it to be defined. For those projects involving conceptual or process development services, activities often are not fully definable in the initial planning. In any event, as the project progresses, the facts developed may dictate a change in the services to be performed, which may alter the scope. ENGINEER will inform OWNER of such situations so that changes in scope and adjustments to the time of performance and compensation can be made as required. If such change, additional services, or suspension of services results in an increase or decrease in the cost of or time required for performance of the services, an equitable adjustment shall be made, and the Agreement modified accordingly.

13. CONTROLLING AGREEMENT

These Terms and Conditions shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice-to-proceed, or like document.

14. EQUAL EMPLOYMENT AND NONDISCRIMINATION

In connection with the services under this Agreement, ENGINEER agrees to comply with the applicable provisions of federal and state Equal Employment Opportunity for individuals based on color, religion, sex, or national origin, or disabled veteran, recently separated veteran, other protected veteran and armed forces service medal veteran status, disabilities under provisions of executive order 11246, and other employment, statutes and regulations, as stated in Title 41 Part 60 of the Code of Federal Regulations § 60-1.4 (a-f), § 60-300.5 (a-e), § 60-741 (a-e).

15. HAZARDOUS MATERIALS

OWNER represents to ENGINEER that, to the best of its knowledge, no hazardous materials are present at the project site. However, in the event hazardous materials are known to be present, OWNER represents that to the best of its knowledge it has disclosed to ENGINEER the existence of all such hazardous materials, including but not limited to asbestos, PCB's, petroleum, hazardous waste, or radioactive material located at or near the project site, including type, quantity and location of such hazardous materials. It is acknowledged by both parties that ENGINEER's scope of services do not include services related in any way to hazardous materials.

In the event ENGINEER or any other party encounters undisclosed hazardous materials, ENGINEER shall have the obligation to notify OWNER and, to the extent required by law or regulation, the appropriate governmental officials, and ENGINEER may, at its option and without liability for delay, consequential or any other damages to OWNER, suspend performance of services on that portion of the project affected by hazardous materials until OWNER: (i) retains appropriate specialist consultant(s) or contractor(s) to identify and, as appropriate, abate, remediate, or remove the hazardous materials; and (ii) warrants that the project site is in full compliance with all applicable laws and regulations. OWNER

acknowledges that ENGINEER is performing professional services for OWNER and that ENGINEER is not and shall not be required to become an "arranger," "operator," "generator," or "transporter" of hazardous materials, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA), which are or may be encountered at or near the project site in connection with ENGINEER's services under this Agreement. If ENGINEER's services hereunder cannot be performed because of the existence of hazardous materials, ENGINEER shall be entitled to terminate this Agreement for cause on 30 days written notice. To the fullest extent permitted by law, OWNER shall indemnify and hold harmless ENGINEER, its officers, directors, partners, employees, and subconsultants from and against all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused by, arising out of or resulting from hazardous materials, provided that (i) any such cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or injury to or destruction of tangible property (other than completed Work), including the loss of use resulting therefrom, and (ii) nothing in this paragraph shall obligate OWNER to indemnify any individual or entity from and against the consequences of that individual's or entity's sole negligence or willful misconduct.

16. EXECUTION

This Agreement, including the exhibits and schedules made part hereof, constitute the entire Agreement between ENGINEER and OWNER, supersedes and controls over all prior written or oral understandings. This Agreement may be amended, supplemented or modified only by a written instrument duly executed by the parties.

17. ALLOCATION OF RISK

OWNER AND ENGINEER HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING ENGINEER'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE RISKS, SO, TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF ENGINEER (AND ITS RELATED CORPORATIONS, SUBCONSULTANTS AND EMPLOYEES) TO OWNER AND THIRD PARTIES GRANTED RELIANCE IS LIMITED TO THE LESSER OF \$1,000,000 OR ITS FEE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF ENGINEER'S SERVICES OR THIS AGREEMENT REGARDLESS OF CAUSE(S) OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, OR OTHER RECOVERY.

18. LITIGATION SUPPORT

In the event ENGINEER is required to respond to a subpoena, government inquiry or other legal process related to the services in connection with a legal or dispute resolution proceeding to which ENGINEER is not a party, OWNER shall reimburse ENGINEER for reasonable costs in responding and compensate ENGINEER at its then standard rates for reasonable time incurred in gathering information and documents and attending depositions, hearings, and trial.

19. NO THIRD PARTY BENEFICIARIES

No third party beneficiaries are intended under this Agreement. In the event a reliance letter or certification is required under the scope of services, the parties agree to use a form that is mutually acceptable to both parties.

20. UTILITY LOCATION

If underground sampling/testing is to be performed, a local utility locating service shall be contacted to make arrangements for all utilities to determine the location of underground utilities. In addition, OWNER shall notify ENGINEER of the presence and location of any underground utilities located on the OWNER's property which are not the responsibility of private/public utilities. ENGINEER shall take reasonable precautions to avoid damaging underground utilities that are properly marked. The OWNER agrees to waive any claim against ENGINEER and will indemnify and hold ENGINEER harmless from any claim of liability, injury or loss caused by or allegedly caused by ENGINEER's damaging of underground utilities that are not properly marked or are not called to ENGINEER's attention prior to beginning the underground sampling/testing.

21. UNMANNED AERIAL SYSTEMS

If operating UAS, ENGINEER will obtain all permits or exemptions required by law to operate any UAS included in the services. ENGINEER's operators have completed the training, certifications and licensure as required by the

applicable jurisdiction in which the UAS will be operated. OWNER will obtain any necessary permissions for ENGINEER to operate over private property, and assist, as necessary, with all other necessary permissions for operations.

CITY OF BELLEVUE, NEBRASKA
AGENDA ITEM COVER SHEET

13d
10.22.18

COUNCIL MEETING DATE:	10/22/2018	AGENDA ITEM TYPE:
SUBMITTED BY: Jeff Roberts, Public Works Director Dean Dunn, Manager of Engineering Services		SPECIAL PRESENTATION <input type="checkbox"/>
		LIQUOR LICENSE <input type="checkbox"/>
		ORDINANCE <input type="checkbox"/>
		PUBLIC HEARING <input type="checkbox"/>
		RESOLUTION <input type="checkbox"/>
		CURRENT BUSINESS <input checked="" type="checkbox"/>
		OTHER (SEE CLERK) <input type="checkbox"/>

SUBJECT:

Proposal for Right-of-Way Services

SYNOPSIS:

Request approval of a proposal between the City of Bellevue and Midwest Right-of-Way Services for the 25th Street Improvement Project.

FISCAL IMPACT:

\$23,825.00

BUDGETED ITEM: ☒ YES ☐ NO

PROJECT # & TRACKING INFORMATION:

10-15-7010 CIP - ST 19(5)

RECOMMENDATION:

Request approval of a proposal between the City of Bellevue and Midwest Right-of-Way Services for the 25th Street Improvement Project not to exceed \$23,825.00 and to authorize the Mayor to sign the proposal.

BACKGROUND:

This project involves the acquisition of right-of-way from five (5) tracts of land located along 25th Street from Towne Centre Drive to Lynnwood Drive. They will negotiate on behalf of the City with the owners of each tract for the acquisition of right-of-way regarding the 25th Street Improvement Project. The fees are outlined in Exhibit A.

ATTACHMENTS:

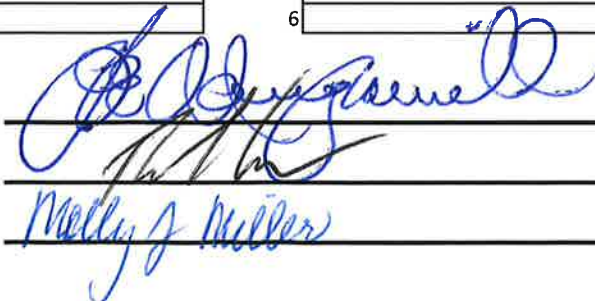
1	Proposal	4	
2		5	
3		6	

SIGNATURES:

ADMINISTRATOR APPROVAL:

FINANCE APPROVAL:

LEGAL APPROVAL:



October 11, 2018

Mr. Jeff Roberts
Public Works Director
City of Bellevue
1510 Wall Street
Bellevue, Nebraska 68005

RE: Proposal for Right of Way Services
City of Bellevue Public Works Department
25th Street Improvement Project

Dear Mr. Roberts:

Midwest Right of Way Services, Inc. is pleased to provide this proposal for right of way acquisition services for five (5) tracts, owned by four (4) owners, for the above referenced street improvement project in Bellevue, Nebraska.

PROJECT UNDERSTANDING

This project involves the acquisition of right of way from five (5) tracts of land located along 25th Street from Towne Center Drive to Lynnwood Drive in Bellevue, Nebraska. The acquisitions include fee title acquisitions, permanent easements and temporary construction easements, and are required for the construction of a paving and improvement project. The project includes meetings with the City Engineering Staff, plan review, negotiations and closings with property owners, preparation of status reports, and the preparation of necessary documents for each tract file.

PROJECT MANAGEMENT

This task will involve coordination of all project elements so that work is initiated as it should be, appropriate progress is made, and schedules are met. Coordination, assignment, and management of negotiators, scheduling of necessary progress meetings, and submission of progress reports will be the responsibility of the project manager. John Borgmeyer will be the designated Project Manager for our team.

TITLE REPORTS

Title reports will be provided for each property to be acquired in order to determine fee ownership and any liens and encumbrances which will affect the title. The Nebraska Title Company will provide Midwest with copies of the title reports for each property.

APPRAISALS

This task involves preparation of a project report and individual appraisal reports which will provide values for the land, improvements and easements to be acquired. Kevin Kroeger of Valuation Services, Certified General Appraiser, will prepare and provide the reports. He is approved by the State of Nebraska Department of Transportation to provide appraisal reports for Federal Aid Projects.

INITIAL MEETING AND PLAN REVIEW

Midwest acquisition agents will meet with the City of Bellevue Public Works Staff to review the project plans before negotiations begin. The City of Bellevue will supply Midwest with right of way plans, construction plans and cross-sections. Midwest will prepare all necessary acquisition documents. Our acquisition agents will make every effort to understand the project's objective, the appraisals and reviews, and the project's impact on each property before meeting with individual property owners. They will present and explain the offers and all right of way documents, answer all acquisition-related questions, and secure signatures from all interested parties. Our acquisition agents will obtain tenant information from property owners and proceed to obtain signed leasehold contracts. They will explain the construction plans to each owner and tenant and will also explain the effect of the project on their property.

Midwest will perform the above services in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

Our goal is to acquire the necessary right of way through amicable negotiations. If condemnation is required, Midwest will deliver the tract files and records of each call to the City of Bellevue.

EQUAL EMPLOYMENT OPPORTUNITY

Midwest Right of Way Services, Inc. is an equal opportunity employers and comply with all applicable federal, state (Nebraska Fair Employment Practice Act, Neb.Rev.Stat. ss48-1122), and city laws prohibiting discrimination. It is the policy of Midwest Right of Way Services to recruit, hire, train, promote, discipline, and provide working conditions and benefits on a fair and nondiscriminatory basis to all employees without regard to sex, race, color, religion, nation of origin or ancestry, age, marital status, disability, or veteran status. In addition, no program or activity will exclude an individual or subject anyone to discrimination based on these grounds.

DRUG FREE WORKPLACE

The work place shall be free from the detrimental effects of illicit drugs. Midwest Right of Way Services, Inc. is committed to providing an employment environment that is safe and provides appropriate motivation to ensure a creative and productive work force. To ensure worker safety and work place integrity the illegal manufacture, possession, distribution or use of controlled substances in the work place by its employees or those who engage or seek to engage in business with Midwest Right of Way Services, Inc. is prohibited.


PAYMENT FOR SERVICES

Midwest proposes to complete the right of way services above for the Maximum Fees detailed in the attached Exhibit "A".

If the above described items are satisfactory to you, please sign and date the original and duplicate original of this letter in the space provided. Keep one executed copy of this letter for your files and return the duplicate copy to us for our files.

Sincerely,

MIDWEST RIGHT OF WAY SERVICES, INC.


Jack Borgmeyer
President
13425 "A" Street
Bellevue, Nebraska 68144

ACCEPTANCE OF PROPOSAL AND AUTHORIZATION TO PROCEED

Authorized Representative, City of Bellevue, NE

Date: _____

EXHIBIT "A"
PAYMENT FOR SERVICES

Midwest Right of Way Services proposes the right of way services detailed above for the following hourly fees:

	<u>Hourly Salary Rates</u>
Project Manager	\$ 95.00
Right of Way Agent/Relocation Agent	\$ 85.00
Mileage at Standard IRS Rate	\$ 0.545 per mile

The maximum fees for each task will be as follows:

<u>Task</u>	<u>Maximum Fee</u>
Project Management – 5 Parcels @ \$285 each	\$ 1,425.00
Appraisal Project Report	\$ 3,000.00
Appraisal Reports 5 Appraisals @ \$1,500.00 each	\$ 7,500.00
Acquisitions - 5 parcels @ \$2,380.00 each	<u>\$ 11,900.00</u>

TOTAL MAXIMUM FEES

\$ 23,825.00

If additional work or meetings are requested beyond the scope indicated in this proposal, we will contact you to discuss revising the contract amount before the additional work is started.

Condemnation court testimony and consultation will be billed at our standard hourly rate plus expenses, if needed. Invoices will be sent on an approximate monthly basis for services rendered. If the above described items are satisfactory to you, please sign and date the original and duplicate original of this letter in the space provided. Keep one executed copy of this letter agreement for your files and return the duplicate copy to us for our files. Receipt of this letter contract will be considered our formal notice to proceed with the work.



City of Bellevue

Office of the Mayor

To: Joseph A Mangiamelli City Administrator City Council President Jim Moudry and members of the City Council

From: Rita Sanders Mayor City of Bellevue

Subject: Mayor's Report

October 2018

Attend United Cities Meeting

Attend Meeting 25th Street meeting

Attend Bridge Commission Meeting

Conference call for Nebraska Blueprint

Attend MAPA Annual Dinner/Awards

Attend Meet and Greet with Denise Barrett, staff for Senator Fisher

Attend New Eagle Recovery Refuge at Fontenelle Forest

Attend meeting with Cox/Curt Stamp, VP Government Affairs

Attend Sarpy County Waste Water Agency Board Meeting

Attend and MC the Suburban Newspaper Women of Distinction Awards Event

Attend the Navy Ball

Attend/Volunteer at The Bellevue Community Foundation Annual Fundraiser

Attend the Bellevue Police Promotion Event

Attend Omaha Legislative Summit

Attend United Cities Legislative briefing

Attend meeting with James Krist, OPPD on energy

Attend Bellevue Chamber State of STRATCOM

Attend Retirement Ceremony/Offutt

Attend meeting with Filipino Consul General in Omaha and Lincoln

Attend Global Strike Leadership Reception

Attend MAPA Board Meeting

Attend Nebraska Governor's Serve Nebraska (Volunteer) Award lunch-Ashland

Attend Bellevue Public School Foundation Annual fundraiser

Attend meeting for Energy Resiliency items for Offutt AFB

Attend Military and Veteran's Affairs Commission Meeting-Lincoln



City of Bellevue

Office of the City Administrator

October 17, 2018

To: Mayor Sanders, City Council President Moudry and
Members of the Bellevue City Council
From: Joseph A. Mangiamelli, City Administrator
Subject: Overview - Activities report

The following is an overview of my activities during the period since our last City Council meeting. Numerous meetings and events attended as indicated:

- *Met with city Leadership Team to review City Council meeting and discuss upcoming issues
- *Met w/staff to review upcoming City Council agenda items
- *Attended fiduciary responsibility seminar by DC Retirement – police, fire and civilian plans
- *Met w/Library Director and Offutt AFB representative to discuss the “Offutt collection” for the library
- *Met w/HR Director to review job descriptions
- *Met w/representatives of Cox Cable to review customer offerings
- *Attended Bellevue Community Foundation Tailgate
- *Met w/staff to review preliminary interest communication on reuse of World Baseball Village property
- *Met w/representative of United Cities of Sarpy County and Omaha Chamber to discuss revisions and improvements in transparency to Nebraska Advantage Act scheduled to sunset in 2020
- *Attended Civil Service Commission meeting
- *Attended State of STRATCOM luncheon
- *Attended Bellevue Bridge Commission Steering Committee meeting
- *Attended Bellevue Library Steering Committee meeting – public forums on status of feasibility assessment scheduled for 10/23 and 10/24

Printed on old letterhead to use up stock



Administrative Services Department Activity October 3 - 17, 2018

Administrative Services Director

- FMLA case management (8)
- Police Command contract review (continued)
- Prepare biweekly activity report
- Attend Coordinated Transit Committee Meeting 10/17
- Attend Holiday Assistance Program planning committee meeting.
- Ultipro Recruiting an Onboarding module weekly implementation call
- Communication with NDOT on problematic new bus specifications (continued)
- Review abbreviated updates to the Employee Handbook
- Job description revisions (2)
- Leadership Team meeting
- Initiate ADA accommodation request
- Conduct Human Service staff meeting
- Meeting with City Administrator
- Develop department reorganization plan
- Updating ADA Transition Plan and website content (continued)
- Review and update Key Position profiles for the Succession Plan. (continued)

Human Resources Manager

- Employee Matters Under Review (2)
- UltiPro Recruiting and Onboarding Module Implementation/testing
- Payroll processing SOP creation/training
- PCSA negotiations
- Custom reports creation
- UltiPro ACA Services Setup and implementation/audit and backfill data
- IAFF Working Out Of Class wage increase changes
- BPFA union wage Increases
- IAFF Comp Payouts
- CEAB Comp Pay Downs
- BPOA union wage increases
- Vacation blocking processing

- Payroll processing 10/05 payroll

As per your request the following is a synopsis of the day to day activity performed by the HR Coordinator and Personnel Technician:

-
- **Record Management:**
-
- Input and Record Payroll Changes for processing for October 19th payroll
- Processed Address Changes – 3 Name Change - 0
- Travel & Training Requests Processed 5 Narratives Received - 3
- Miscellaneous Copies and Secretarial work for Admin Svcs. Director to include revisions to job descriptions. Prepare and process all of Human Service, Administrative Service and HR Requisitions. Advertise, accept and process applications for the various Department Heads. Copy and scan all scored goal sheets for Performance Management Review committee.
- Recorded Performance Evaluations – 1 Verifications of Employment – 4
-
- **Applicants/Recruitment:** PTFF, PT Library Clerk, Property & Evidence Technician
-
- **Benefit Orientation/Employee Exits/Resignations:**
- 0 - Full Time Exit
- 0 – Full Time Benefit Orientation
- 4 - Promotion
- 0 – Return from Leave
- 0 – Transfer
- 0 – Leave of Absence
- 7 – Resignations/Terminations
-
- **Benefit Administration:**
- COBRA Notices – 1
- Retirement Enrollment/Rollovers - 0 Retirement Payout/Withdrawal - 1
- Processed 457 Transfers/Enrollments/Changes - 2 TASC Resign - 0
- Beneficiary Changes - 0 QDRO - 0
- Processed New or changes to Principal Loan – 1
- Audited and sent to Finance for payment Life and LTD and Supplemental life.
- Audited and sent to Finance for payment EBS, Met Life and AFLAC
- Reconcile Retiree Payments and notified the retirees of payment amounts due.
- Review Variances on Benefits for Finance
- Updating data base with new amounts for voluntary life insurance
- Updating data base with new Life and AD&D amounts due to increases last year
- Updating data base with new LTD amounts

- Auditing all beneficiaries for retirement and life
- Issued 12 dental packets
-
- **Payroll Administration:**
- Prep, E-Verify and Process New Hires - 0
- Background Checks - 0
- Medical Testing for New Employees - 0
- Salary authorizations sheets sent to supervisors, directors and City Administrator in preparation for payroll increases and performance awards.
- Audited TASC payroll verification and sent PVR and finalization to finance
- Input into new system (ulti) new employees - 0
-
- **Reports:**
- Prepared Activity Report for HR Manager
-
- **On-Going Projects:**
- Scan and File all Performance Management reports, target and scored target.
- Prep new contract year sheets for Grade/Step/Anniversary Date/Changes
- Auditing of Personnel Files to include updating database with new information
- Auditing of I-9 forms
- Cover Human Service Desk for absent Secretary and during lunch hour.
- Prepare orientation packets & manuals for new employees.
- Auditing benefit deductions for new payroll software
- **Training:** Continued training on new Ulti-Pro Software
- **Civilian Retirement Committee:** Fiduciary Training – DC Retirement Strategies Annual Conference

▪ **HUMAN SERVICE PROGRAM SPECIALIST 2 WEEK REPORT**

October 1st-16th

▪ **FINANCIAL ASSISTANCE**

- OPPD 4
- Rent 2
- MUD 1
- BH 0
- CR 2
- **TOTAL= 9**
- **TOTAL NO SHOWS= 6**
-

▪ **FOOD PANTRY**

- **TOTAL= 0**
-

▪ **MEETINGS**

- BMA...10/4, 10/10
- CR...10/1, 10/8, 10/15
- BMA Regional....10/2
- HAP...10/1, 10/5
- Parent/Teacher Conferences Information Table...10/16

SPECIALIZED TRANSPORTATION SERVICE

Passenger boardings – 385

Miles traveled – 2,730

New clients registered - 3



City of Bellevue

Office of the City Clerk

1500 Wall Street • Bellevue, Nebraska 68005 • (402) 293-3007

October 17, 2018

From: Sabrina Ohnmacht, City Clerk

RE: Information for Administration Report

The Board of Equalization meeting will be at 5:30 p.m. on October 22, 2018.

Susan and I will be out of the office for part of the day on Thursday attending the SEACA meeting in Malcolm, NE.

Class "C" Liquor Licenses are continuing to come in, be paid for, and picked up.

Day to day tasks, as usual.



CITY OF BELLEVUE

FINANCE DEPARTMENT

1500 Wall Street – Bellevue, NE 68005 – (402) 293-3000

Bellevue Finance Department Status Report October 22, 2018

ACCOUNTING AND FINANCE

- Hosted Auditors for Interim Testing
- Treasury management; Deposit confirmations, Researched undocumented cash receipts
- Issued payments for approved expenses
- Payroll downloads / imported into Abila
- Reclass/Transfer expenses between departments; worked extensively with PW departments
- September bank reconciliations
- Retrieved document for and answered YTD financial questions for departments
- Data Entry of Journal Entries for departments
- Authorized CDBG reimbursement
- Researched bills on minute record
- Booked miscellaneous receipts
- Updated capital forecast
- Worked on audit schedules
- Processed credit card transactions and reconciled statements
- AP Review
- Rescue Fee Report
- Monthly tax reports

CDBG:

- Continued to review all open activities and schedule semi-annual review meetings with subrecipients.
- Continue work on environmental review records for 2018 project including updating consultation responses and completing draft project files in HEROS.
- Review current housing rehabilitation loan files, update current loan balances, and send out notification letters as necessary.
- Participated in HUD Quarterly Conference Call with Omaha Office reviewing new CPD Notices, updates to the Consolidated Plan process and annual reporting requirements.

RISK MANAGEMENT:

- Continued processing existing claims and worked to bring open claims towards resolution and closure
- Continued to investigate/accept/deny new claims
- Conferred with nurses, employees, and claims administrator on complex injury claims
- Processed appropriate invoices for payment
- Continued to manage modified duties for restricted employees
- Continued providing underwriters information for prop/cas insurance renewals
- Met with reps from an occupational health clinic
- Training: webinar on PTSD in First Responders
- Conferred with legal on various liability claims

Safety Inspector:

- Secured PPE for employees
- Checked city buildings for any safety concerns and contacted building maintenance on items that needed immediate attention.
- Began inspection for winter of plow trucks for extinguishers in place and clean floors
- Random safety checks on Parks throughout the City
- Conducted all duties associated with surplus equipment auction
- Total surplus sales as of October 15, 2018: **\$308,201.45**

Respectfully submitted,

Rich Severson
Finance Director, City of Bellevue



City of Bellevue Fire Department

211 West 22nd • Bellevue, Nebraska 68005 • (402) 293-3153

Bellevue Fire Department Council Report

Report Date 10/17/2018

A. General Items:

- QA/QI
- Laerdal rep visiting tomorrow to assist EMS Captains in learning how to utilize ALS Manikin features
- EMD Monthly review Wednesday at 911 Center
- Reviewing options for replacing or retrofitting CPR manikins as the AHA is changing requirements
- Completed Aerial inspection at Appleton WI final.
- New cell phone switch out Thursday the 25th
- Finalizing SAFER grant extension.
- UL ladder testing.

B. Training:

- Children's Hospital Training @ Training Site today
- Carbon Monoxide incidents

C. Inspections:

- 3 Day Care Inspections
- Re-inspection of Kwik Shop on Capehart.

D. Calls: October 4th through October 16th

Fire – 69

Rescue - 149

E. Ambulance Billing

No Mid-month report





City of Bellevue

Fire Department

211 West 22nd • Bellevue, Nebraska 68005 • (402) 293-3153

F. Manpower Report Staffing

Staffing Report from 10/1/2018 through 10/7/2018

Monday	AM	E-21,31	3-Person	
Monday	PM	Full		
Tuesday	AM	Full		
Tuesday	PM	Full		
Wednesday	AM	E-21	3-Person	
Wednesday	PM	Full		
Thursday	AM	Full		
Thursday	PM	Full		
Friday	AM	E-21	3-Person	
Friday	PM	Full		
Saturday	AM	E-1,21,31,41	3-Person	
Saturday	PM	E-21,31,41	3-Person	
Sunday	AM	E-1,31,41	3-Person	E-21 O.O.S.
Sunday	PM	E-21,31	3-Person	

Staffing Report from 10/8/2018 through 10/14/2018

Monday	AM	Full		
Monday	PM	Full		
Tuesday	AM	Full		
Tuesday	PM	Full		
Wednesday	AM	Full		
Wednesday	PM	E-21	3-Person	
Thursday	AM	E-1	3-Person	
Thursday	PM	Full		
Friday	AM	E-1, E21, E-31, E-41	3-Person	
Friday	PM	E-21, E-31,E-41	3-Person	
Saturday	AM	E-1,E-21,E-31,E-41	3 Person	EMS Asst. O.O.S.
Saturday	PM	E-1,E-21,E-31,E-41	3-Person	
Sunday	AM	E-1, E-21 ,E-31,E-41	3-Person	
Sunday	PM	E-1,E-31	3-Person	



City of Bellevue

Bellevue Public Library

1003 Lincoln Road • Bellevue, Nebraska 68005 • (402) 293-3157

Memo

To: Joe Mangiamelli, City Administrator

From: Julie Dinville, Library Director

Date: 10/9/2018

- Staff members attended the Nebraska Library Association annual fall conference in Lincoln Oct. 4-6. Those attending the entire conference were Kristine Woods and Melissa Moore. Director Julie Dinville attended the Friday sessions, and Frankie Hannan, Head of Adult Services, and Martha Ruff, Circulation Manager, attended the Saturday sessions. Michelle Bullock, Children's Librarian, attended the Golden Sower Gala Friday night. The theme for this year's conference was "Re-envisioning Relevance for Our Communities, for Ourselves."
- A second round of community engagement in connection with the library's ongoing site feasibility project has been slated for the fourth week in October. Community forums will be held at the library on Tuesday, Oct. 23, starting at 6:30 p.m. and on Wednesday, Oct. 24, starting at 2 p.m. In addition, a third forum will be held at St. Matthew School, 12210 S. 36th St., Ste. B, on Wednesday, Oct. 24, starting at 6:30 p.m.
- The Young Adult Department held a Get Out the Vote program with the nonpartisan Heartland Workers Center on Saturday, Oct. 6. The event was geared toward teens and 20-somethings to help them learn about civic engagement and voter registration in Nebraska.
- The library is currently hosting a display for October as Cyber Security Month by the Sarpy County Information Services Department. The display features a number of informational items and handouts for the public in both English and Spanish explaining the importance of cyber security from many aspects, including identity theft and virus and ransomware attacks.
- The Steering Committee working on the site feasibility project met with the design team from Clark Enersen on Oct. 2. During the meeting the committee reviewed updated scorecard criteria for evaluating potential sites, discussed scoring results, and reviewed conceptual massing adjacencies for proposed spaces. The next meeting will be Tuesday, Oct. 16.
- The new early balloting drop-off location for Sarpy County voters has opened at the Bellevue Public Library. The early balloting box is located along the entrance/exit driveway of the library, just west of the outdoor book drop. Sarpy County Election officials will be in charge of maintenance and collection. The box features three locking mechanisms and is secured to a cement pad. The box is available 24 hours a day, seven days a week during the election cycle.





City of Bellevue Bellevue Public Library

1003 Lincoln Road • Bellevue, Nebraska 68005 • (402) 293-3157

Memo

To: Joe Mangiamelli, City Administrator

From: Julie Dinville, Library Director

Date: 10/16/2018

- The Friends of the Bellevue Public Library held their annual membership meeting on Monday, Oct. 8, at the library. Following a brief business meeting in which the year's activities of the group were reviewed, an election of officers was held. Marti Noden was re-elected as president of the group and Loretta Donnelly re-elected as vice president. Special guest speaker for the evening was Barbara Eymann Mohrman who spoke about the Dust Bowl and the Great Depression and their effects on her family and Nebraskans in general in a Humanities Nebraska program called "Dust Covered Dreams." Mohrman is also the author of the book "Four Blue Stars in the Window."
- Monthly staff meetings were held on Thursday, Oct. 11. Among the topics discussed were the new "charge history" procedures; updates on the new SirsiDynix modules; reminders of the new fine/fee schedule with the new fiscal year; and discussion on current open positions and schedule adjustments.
- It was noted during the October staff meetings that our two notary publics are offering an appreciated service to the community. For the month of September, 25 persons used the library's notary service, which is offered at no charge. Adult Service librarians Frankie Hannan and Kristine Woods are both certified notary publics.
- Library staff members as well as City Information Technology staff and Sarpy County Information Technology staff held a remote session with Carson Block, library technologist, as part of the site feasibility project for the library on Friday, Oct. 12. The technology visioning session is in collaboration with work being done by Clark Enersen, Lincoln based architects, on the project.
- Library Director Julie Dinville gave a short program to the Bellevue-Offutt Kiwanis at their weekly meeting at the Bellevue Medical Center on Oct. 12. Dinville gave the group an update on the progress of the site feasibility project and invited them to participate in the three community forums slated for Oct. 23 (6:30 p.m. at the library) and 24 (2 p.m. at the library and 6:30 p.m. at St. Matthew School).



City of Bellevue

Bellevue Public Library

1003 Lincoln Road • Bellevue, Nebraska 68005 • (402) 293-3157

- Thanks to a donation, the library now has a new digital reader for public use for persons who have sight challenges. The reader is located near the reference desk and provides opportunities to enlarge items, adjust font size, and vary brightness. This is offered to the public at no charge.



City of Bellevue

Office of the Planning Department

To: Mayor Sanders, City Council, and City Administrator Mangiamelli
From: Chris Shewchuk, Planning Director *CHS*
Date: October 17, 2018
Subject: Department comments for Administration Report

The October meeting of the Planning Commission will be held on October 25th. On the agenda is a change of zone request for property at 1020 Lincoln Road that would allow for the operation of “animal specialty services” (grooming, daycare, training, etc.) as well as construction of an indoor recreational facility.

We are also reviewing a preliminary plat application for a 122 lot residential subdivision—Belle Lago South. This will be scheduled for a later Planning Commission meeting.

I participated in a meeting with other city staff and representatives of OPPD regarding a community solar facility.

We are beginning a review of unincorporated, non-SID areas for possible annexation; these are primarily individual parcels that have been developed adjacent to the city. SID’s are currently in the process of preparing their annual audits. We will review the financial information as we receive the audits.

Tammi and I met with a property owner to discuss development possibilities for land along Fort Crook Road, north of Fairview Road.


Tammi met with the Complete Streets Committee; discussion topics included the Complete Streets ordinance and the B-cycle bike sharing program.

I attended the monthly Transportation Technical Advisory Committee meeting at MAPA.

I attended the monthly Southern Sarpy Watershed Partnership meeting at the NRD.

I will be out of the office the week of October 22nd—please contact Tammi for any assistance you need during that time.

INTEROFFICE MEMORANDUM

TO: JOE MANGIAMELLI
FROM: CHIEF ELBERT 
SUBJECT: DIRECTORS BRIEF
DATE: 10/16/2018

I am attending training 10-22 through 10-24.

October 27th will be our next prescription Take Back at the PD.

New officer hiring process is still running. List was presented to Civil Service on 10-16-18.

QueTel service agreement is on the agenda as a budgeted item. This is the program associated with our Property and Evidence Unit.

Code Enforcement Stats:

October 5th, 2018

September 12, 2018

Calls – 272

229

Notices:

Zoning – 8

4

Nuisance – 102

52

Clean Ups – 0

0

Tree Removal – 0

0

Certified Notices – 12

19

Officer Initiated – 20

12

Towed Vehicles – 4

1

Red Tags – 8

10



City of Bellevue

Public Works Department

1510 Wall Street • Bellevue, Nebraska 68005 • (402) 293-3025

Public Works Director's Report

October 22, 2018

Disclaimer: The following is a synopsis of the department reports submitted weekly to the Public Works Director. This is not an all inclusive list of work details or responsibilities submitted by each department. This list may be altered as unforeseen situations dictate.

Administration: Jeff Roberts

- Comprehensive review of all budgeting, invoicing and revenue reporting and processes (all departments)
- Develop/prioritize conditions assessment for replacement plan (WW)
- Meetings
 - Director meetings 10.09.18, 10.22.18
 - Superintendent meetings 10.01.18, 10.15.18
 - MAPA TTAC 10.20.18

Engineering: Dean Dunn

- American Heroes Park Phase 6
- Various design projects
- Planning and P&I plan review as needed
- SWPPP monitoring for NDEQ compliance as needed
- Meetings
 - FHWA monthly meeting TBD
 - UCC monthly meeting 10.12.18

Parks: Brian Madison

- Working on Work Orders that are submitted
- Tree maintenance in various parks
- Summer Duties

Recreation: Jim Shada

Listed below the total number of Registrations we have taken to date, runs through September 29th.

- Youth Flag Football
- Youth Soccer
- Total Registration to Date - 70





City of Bellevue

Public Works Department

1510 Wall Street • Bellevue, Nebraska 68005 • (402) 293-3025

Street Maintenance: Bobby Riggs

- Various ditch repairs and cleanout
- Grade, rock roads and alleys
- Summer Duties

Waste Water: Epiphany Ramos

- Jetting as weather allows
- Repairing lines found during jetting and TV scheduled inspections as needed
- Lift station inspections on Monday and Thursday
- Update GIS mapping
- Walk all inaccessible lines and inspect all manholes, ongoing
- Working on administrative procedures and expectations.

Fleet Maintenance: Todd Jarosz

BIWEEKLY REPAIRS BY DEPARTMENT		
Report Date: January 08, 2018		
Department	No. of Repairs	No. of Hours
Administration		
Finance		
Human Services	3	18
Public Works		
Parks	8	8
Recreation		
Cemetery		
Streets	10	16
Fleet Maintenance		
Permits & Inspections		
Police	6	10
Fire	8	43
Wastewater		

Reported hours are taken from work orders submitted for the week. Some work orders may reflect a large amount of hours performed which would mean the unit was in the shop for an extended period of time. Work may be carried over from one week into another.

The number of hours documented on repair tickets does not include the hours it takes for Fleet Maintenance personnel to shuttle cars to and from the shop, to deliver cars to designated locations for out sourced work (i.e. window/windshield replacement, body work, warranty work) and running for parts, etc.

NEXT REPORT 11.12.18

