

COUNCIL WORKSESSION, TUESDAY, JANUARY 19, 2016 AT 5:30 P.M.

The meeting was called to order by Council President Duval with the following members present: Harrington, Krings, Odom, Niemeyer, Hoops, Skutnik, Goebel. Absent: Goebel.

Others present: Mayor Vern Powers, Joe Patterson, Dave Wacker, Pete Kortum, Kim Jacobitz, Marvin Schultes, Dave Ptak, Bob Davis, Dave Rippe, Randy Chick, Sheana Smith, Matt Rief, Lorri Schiefelbein.

Moved by Skutnik, seconded by Odom that the Worksession Agenda be adopted. The motion carried.

Council President Duval read the public meeting notice.

Closed session for presentation and negotiations.

Moved by Krings, seconded by Skutnik that the Mayor and Council go into closed session at 5:32 P.M. for presentation and negotiations. The motion carried.

Moved by Skutnik, seconded by Harrington that the Mayor and Council resume open session at 6:15 P.M. The motion carried.

Presentation of Hastings Public Access Channel (HPAC) Annual Report.

Lorie Schiefelbein, HPAC Program Director, stated she was there to request that the Hastings City Council continue the 1% payment to HPAC from Charter in 2016. She stated that these funds allow for the public education and government programming that HPAC provides. She reviewed with Council the budget statement for 2016. Ms. Schiefelbein stated they have budgeted \$20,000.00 on equipment which they are planning to use on HD cameras and they are also looking to build a studio in the basement of City Hall.

Councilmember Skutnik questioned if the basement was okay for that type of use.

Joe Patterson, City Administrator, indicated that it was.

Councilmember Skutnik questioned if there was paid advertising for political candidates.

Ms. Schiefelbein stated they have government programming but no paid political statements.

Ms. Schiefelbein reviewed with Council the agencies that use the HPAC programming as well as the regularly scheduled programs. She indicated that the breakdown in programming is 40% government, 26% education and 34% public. She stated they are adding a Nebraska Historical Society program and they are very excited about that. She told Council there are currently 128 organizations using the Community Bulletin Board with over 120 messages in constant rotation during the day. Ms. Schiefelbein told Council they still get complaints that Good Samaritan Village can't get the Hastings Public Access Channel with their cable provider. *(Handouts attached and made part of original minutes.)*

Mr. Patterson explained that they do have another cable company interested in coming into Hastings. He said Charter said that was fine and that they would still only be providing the 5% cable franchise fee to the City.

Presentation on Hastings College Pedestrian Plaza.

Matt Rief, Olsson Associates, began his presentation by reviewing maps of the Hastings College Pedestrian Plaza project. He showed Council several maps *(Attached and made part of original minutes.)* with the proposed concept for the area including sidewalks, landscaping and gathering area and indicated to them that it was currently a work in progress and is not yet finalized. He told them he was before them tonight to talk about a proposed sign in which part of the sign would be located on public right-of-way. He stated

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the sign would have four pillars and be tall enough to walk under. He stated the issue was the part of the sign on public right-of-way and the code allowing school signs to be exempt on public property.

Dave Ptak, City Attorney, indicated they would have to review the code regarding such signs.

Mr. Patterson stated that a license agreement for the portion of the right-of-way that the sign sits on might be a possibility.

Dave Wacker, City Engineer, stated that in regard to a license agreement, there is flexibility in the code.

Councilmember Odom questioned if trees were going to have to be taken down.

Mr. Rief stated that several trees would have to come out.

Mr. Wacker stated at this time they are sorting out the cost of the project as they are looking at a May 1st start date. He indicated that there is a resolution on Monday night's meeting in connection with the street improvement project which will allow plans to be finalized.

Councilmember Peterson asked about a completion date.

Mr. Rief stated they are looking at August 15th around the start of the school year.

Discussion of Safety Mission Statement & Policy.

Bob Davis, Hastings Utilities Director of Safety, indicated that the Safety Mission Statement & Policy (*Attached and made part of original minutes.*) came about as a suggestion from Traverlars to develop it to show support from the Mayor, Council and City of Hastings for the safety of their employees and that it is an important issue.

Mr. Ptak question if there is just one safety committee.

Mr. Davis stated that there are two at Hastings Utilities and one at the City.

Mayor Powers stated that he is in support of this and asked that it be put on a Council Agenda.

Mr. Ptak stated that in the third paragraph they might want to list the committees since there are more than one and indicate that the statement and policy applies to all committees. He stated he would work on the language with Mr. Davis and Kim Jacobitz, City Clerk.

Council instruction on BoardSync agenda/meeting software.

Kim Jacobitz, City Clerk, showed the Council videos on logging in, viewing, navigating the program and voting in the new software. She also provided them with a sheet detailing the instruction information they viewed in the videos for later review if needed. She answered questions and told Council that the program would be up and going by 4:30 PM on January 25th, the first Council Meeting they will be using the new software, if anyone is interested in coming early to review the process. She indicated that when the agenda packet is ready on Thursday, they will receive an email just as they have in the past. Ms. Jacobitz advised them on the notes section of the new software, to keep notes general.

Moved by Krings, seconded by Niemeyer there being no further business to come before the Council, the meeting be adjourned at 7:10 P.M. The motion carried.

Hastings Public Access Corporation

Cable Channel 181

Hastings, Nebraska

TO: Mayor Vern Powers
Joe Patterson
Hastings City Council

FROM: Marie Butler, President
Hastings Public Access Corporation

DATE: January 19, 2016

SUBJECT: Continuation of 1% of Cable Franchise Fee

The Board of Directors of the Hastings Public Access Corporation (HPAC) hereby requests that the Hastings City Council continue for 2016 the 1% payment to HPAC from Charter. The Board is most appreciative of the support we receive from the city council for the continued funding of HPAC to serve the community.

The 1% of the cable franchise fee has allowed the Hastings Public Access Corporation to provide to the community of Hastings, community, education and government programming on cable for the past 28 years.

HPAC provides a platform to reach listeners across our community. Currently 128 organizations use the Community Bulletin Board with over 120 information slides, and 42 producers provide programming for broadcasting. HPAC encourages local service clubs, community groups, non-profit organizations, city, state and federal government entities to utilize the HPAC channel to cablecast programming of interest to the Hastings area.

The program listings are available in four locations, the Tribune TV listings, the HPAC website (found at <http://www.cityofhastings.org/> under City Council link and <http://www.hastingschamber.com/> under Affiliated Organizations), and on cable Channel 181 as a repeating slide.

HPAC recognizes the following lead institutions and partners: City of Hastings, Hastings Public Library, Central Community College, Hastings Area Chamber of Commerce, Hastings College and Hastings Public School.

Thank you for your support.

HASTINGS PUBLIC ACCESS CORPORATION

STATEMENT OF REVENUES, EXPENDITURES, AND ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2015 AND BUDGET FOR CALENDAR YEAR 2016

	BUDGET FOR YEAR ENDED 12/31/2015	ACTUAL FOR YEAR ENDED 12/31/2015	BUDGET FOR YEAR ENDING 12/31/2016
REVENUE AND OTHER ADDITIONS			
INTEREST	800	441	500
CABLE CO / CITY	61,000	61,527	64,500
TOTAL REVENUE AND OTHER ADDITIONS	61,800	61,968	65,000
EXPENDITURES AND OTHER DEDUCTIONS			
SALARIES	5,500	4,649	5,500
PAYROLL TAXES	500	823	1,000
CONTRACTED SVC - CHAMBER	30,100	28,800	30,100
ACCOUNTING AND RELATED SERVICE	400	300	400
INSURANCE	4,250	4,061	4,250
PHONE	1,100	703	800
SUPPLIES, PRINTING	400	0	400
NEW SERVICE PROGRAMS	500	0	500
TRAVEL, CONFERENCES	3,000	612	3,000
EQUIPMENT/SOFTWARE/MAINT/SUPPLY	15,000	244	20,000
EQUIP REPAIR	2,000	257	2,000
DUES & SUBSCRIPTIONS	300	260	300
MISCELLANEOUS	500	262	500
TOTAL EXPENDITURES AND OTHER DEDUCTIONS	63,550	40,970	68,750
REVENUES OVER EXPENDITURES	-1,750	20,998	-3,750

	ACTUAL FOR YEAR ENDED 12/31/2015
CHECKING/SAVINGS	
CHECKING (Interest Bearing)	84,547
MONEY MARKET - RATE .01%	2,787
Wells Fargo Invest. 7/28/11	11,189
CD #13792 Due 8/22/16 .50%	51,804
CD #13887 Due 5/15/16 .50%	52,875
TOTAL CHECKING/SAVINGS	203,203
2016 PROJECTED CHECKING/SAVINGS	199,453

Hastings Public Access Corporation	
Cable Channel 181	Hastings, Nebraska

2015
Agencies/Individuals Using HPAC Programming

Adams County 4-H Adams County Republican Party Adams County Veterans Black History Banquet Boys State w/Keynote Speaker Dave Domina Butch Hughes Downtown Center Association Faith Lutheran Church First Presbyterian Church First Saint Paul's Lutheran Church First United Methodist Church Fonner Park Hastings Area Chamber of Commerce Hastings City Council Hastings City Planning and Zoning Hastings Fire Department Hastings Museum Hastings Public Library Hastings Public Schools	Hastings Utilities In Search of the Lord's Way Leadership Hastings League of Women Voters Lutheran Church of the Good Shepherd Mary Lanning Healthcare Mayor's Youth Council Medicare & Medicaid Services Midget Football NE State Chamber NTV / Viaero Wireless Peace Lutheran Church Saint Mark's Episcopal Church Shriner's South Central Nebraskans Right to Life United States Air Force Rock Band Veteran's Day Committee YWCA Zion Lutheran Church
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(new organizations are represented in bold type)

HASTINGS

PUBLIC ACCESS

Tune into your community

Highlighted Programs

- City Council
- Planning & Zoning
- School Board
- Hastings Utilities
- Mayor's Youth Council
- Church Programs
- Hastings Public Schools

- Leadership Hastings Graduation
- Hastings Public School Sports
- Midget Football
- Hastings Fire Department - various programs
- Veteran's Day Parade
- Leadership Hastings Honors Former Husker & College Football Hall of Famer Dave Rimington with the Tom Osborne Leadership Award
- Fonner Park Horse Races
- South Central Nebraskans Right to Life
- League of Women Voters - various programs
- Mary Lanning Healthcare
- 4-H Programs
- Veteran's Day Service

*This year will be adding Nebraska Historical Society

Organizations Currently Using The Community Bulletin Board

AAA Pregnancy Resource Center

Adams Central Public Schools

Adams County Convention & Visitors Bureau

Adams County Local Emergency Management Agency

Adams County Republican Party

Adams County Senior Services

Adams County Veterans Service

All the P.I.E.C.E.S. Council

All Saints Chapel

Alzheimer's Association

Aaron's

Amateur Radio Association of Nebraska

Arbor Day Foundation

Area Substance & Alcohol Abuse Prevention (ASAAP)

Boxcar Youth Theatre

Big Brothers Big Sisters

CASA of South Central Nebraska

Children's Museum of Central Nebraska

Children's Rehab Center

Citizens for Renewable Energy

City of Hastings Solid Waste Department

Community Action Partnership of Mid-Nebraska

Crossroads Rescue Mission

Diggers Hotline of Nebraska

Downtown Hastings Center Association

E Free Church

Eagles

ESU #9

Faith Lutheran Church

Farmers Market

First Presbyterian Church

First St. Pauls Lutheran Church

Grace United Methodist Church

HA3C-Hastings African American Awareness Committee

Hastings American Legion Baseball, Post #11

Hastings Area Chamber of Commerce

Hastings Area Church Women United

Hastings Boy Scouts of America

Hastings Church of Christ

Hastings City Council

Hastings College

Hastings Community Foundation

Hastings Community Theatre

Hastings Daughters of the Nile

Hastings Eagles #592

Hastings Fencing Club

Hastings Girl Scouts

Hastings Gospel Sing

Hastings Habitat for Humanity

Organizations Currently Using The Community Bulletin Board

Hastings High School
Hastings High School Class of 1987
Hastings Evening Lions Club
Hastings Noon Lions Club
Hastings Literacy Program
Hastings Midget Football
Hastings Museum Foundation
Hastings Noon Sertoma Club
Hastings Parks & Recreation
Hastings Planning Commission
Hastings Public Access Channel
Hastings Public Library
Hastings Public Schools
Hastings Respite Care Inc.
Hastings Symphony
Hastings Utilities
Hastings Weather
Hastings Westernaires Square Dance
Heartland Events Center
Heartland Pet Connection

Housing Authority of the City of Hastings

In Search of the Lord's Way

Jimmy Durante / NE AIDS Foundation

Kensington Assisted Living Community
Kids Against Hunger of Hastings
KidZ (Kids in the Diabetes Zone)
Kiwanis Club

Kool-Aid

Lakeside Community Church of the Nazarene
Leadership Hastings
League of Women Voters
Mary Lanning Healthcare
Mary Lanning Rehabilitation Services
Medicare
Melon Roasters
Midland Area Agency on Aging
Mid-Rivers Chapter of the American Red Cross Blood Mobile
Mothers of Preschoolers (MOPS)
Nebraska Country Music Foundation
Nebraska Czechs of South Central Nebraska
Nebraska State Patrol-Sex Offender Registry
New Life Fellowship
Noon Rotary
North Shore Assembly of God
Operation Life Saver

Pastor Roy

Peace Lutheran Church
Prairie Loft Center
Relay for Life

Organizations Currently Using The Community Bulletin Board

Revive Inc. - Horizon Recovery & Counseling Center

Royal Family Kids Camp

Ryde Transit

Saint Michaels Catholic Church

Salvation Army

SASA

Scottish Rite Masons

Senior Action, Inc. RSVP

Shriners Auxiliary Hospital

South Central Behavioral Services

South Central Nebraska Right to Life

South Central Town Hall Caregiver Coalition

South Heartland District Health Department

Special Olympics

Start Over Rover

Sunnyside Foundation

Sunrise Rotary

Teammates of Nebraska-Hastings Chapter

The Lark

The Oasis Church

Travelers Protective Association-C.H.A.D.- Children Have an Identity Project

United Way

UNL Extension

Veteran's Recognition Parade Committee

Vocational Rehabilitation-Nebraska Dept. of Education

Volunteer Hastings

YMCA

YWCA

Zion Lutheran Church

11 New Organizations Using the Community Bulletin Board from last year listed in BOLD TYPE.

128 Agencies/Organizations Using the HPAC Bulletin Board for the Year 2015



CITY OF HASTINGS, NEBRASKA

SAFETY MISSION STATEMENT & POLICY

The City of Hastings is committed to providing safe working conditions for all employees, eliminating occupational injuries and illnesses and minimizing materials and processes that negatively impact the environment. It is our mission to develop a safety culture that supports the ultimate goal of reducing accidents and injuries through prevention, education, review, and inspection.

The City of Hastings is committed to providing a safe environment for our citizens and all visitors to our facilities and our employees by working together to develop and promote a safe environment through the involvement of all individuals with regards to education, communication and safe work practices.

Committee Safety Activities:

Safety activities will include, but are not limited to, the following:

- Identify unsafe work practices and conditions and suggest appropriate remedies.
- Conduct safety inspections of both operations and facilities, identify health and safety hazards and recommend corrective measures.
- Review accident/incident reports. Types of accidents, causes and trends shall be identified and appropriate corrective action suggested.
- Obtain and analyze available data on past injuries and identify trends and suggest appropriate corrective actions.
- Assist in the development and implementation of effective health and safety awareness programs.
- Encourage feedback from all individuals with regard to health and safety related ideas, problems, and solutions.
- Provide support and serve as a resource in the development, implementation, and maintenance of a comprehensive safety, loss prevention and loss control program.
- Develop written programs to ensure compliance with OSHA health and safety regulations.
- Serve as an advisory body to management on safety issues.
- Provide suggestions and recommendations for resolution of safety concerns.
- Promote continuous safety improvement through employee involvement training and education.

Adopted by Hastings City Council _____, 2016

Vern P. Powers, Mayor

Council BoardSync Cheat Sheet

Logging In

1. Go to <http://hastingsne.boardsync.com/boardview>. First time logging in is the first letter of your first name and your last name for both the username and password. So John Smith would be jsmith for both his username AND password.
 2. After the first time logging in change your password.
 - a. Click the arrow to the right of your name in the upper right hand corner of the screen and select Account Settings
 - b. Under Old password enter your current password
 - c. Under New Password AND Confirm password enter what you wish your password to be.
 - d. Click Save
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Viewing Agenda, Minutes, and Notes

1. Select the appropriate tab across the bottom that item you wish to view
 2. Select the box that contains the meeting of said item
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Viewing and Navigating an Agenda Item

1. Inside the Agenda or Minutes select the ... to show the fly-out menu.
 2. Then select Review to see the entire item, attachments to see just the attachment or notes to see your private notes you have made on the item.
 3. Press Previous or Next Item at the bottom of the screen to navigate forward or backward on the agenda OR press Agenda Details at the top to go back to the entire agenda.
 4. During a meeting you can also press Details in the bottom left hand corner to go to the current item being discussed
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To take Notes

1. Press ... Next to the Agenda item and either press Review or Notes
2. In the Notes pane at the bottom of the screen type in the notes you wish to make.

Hastings College Pedestrian Plaza | Exhibit 1

January 12, 2016

OLSSON
ASSOCIATES
www.olssonassociates.com

LEGEND

- A. ENTRY SIGN
- B. TREE COLONADE
- C. FIRE/SEATING AREA
- D. ATHLETIC COURTS







