

AGENDA
CITY COMMISSION MEETING
Tuesday, May 6, 2014
1:00 P.M.

- I. Governing Body will meet at 10:45 a.m. in the Commission Chambers to take a group picture.**
- II. Note: Pre-meeting at 11:00 a.m. – 11:45 a.m., located in the large meeting room at the City Administrative Center to review and discuss the Grow Well Clinic. Administrative staff will be present and the pre-meeting is open to the public.**
- III. REGULAR MEETING CALLED TO ORDER AND CITY CLERK ANNOUNCING QUORUM PRESENT.**
- IV. PLEDGE OF ALLEGIANCE TO THE FLAG AND INVOCATION.**
- V. APPROVAL OF THE MINUTES OF THE LAST REGULAR MEETING, WHICH IF NO CORRECTIONS ARE OFFERED, SHALL STAND APPROVED.**
- VI. PUBLIC COMMENT Agenda Schedule Allowance: 30 minutes (5 minutes per spokesperson)**
 - A. Members of the Garden City Area Builders Association will be present to express concerns with the Garden City Inspection Department.
- VII. CONSIDERATION OF PETITIONS, MEMORIALS AND REMONSTRANCES.**
 - A. Lindsey Becker, requests Governing Body consideration and approval for a waiver to the noise ordinance, waiver of the sign permit fee and a waiver to park in the empty lot to the east of the building on June 5-7, 2014 from 8:00 p.m. – midnight at the Jax Sports Grille at 1907 E. Mary Street for outside music concerts.
 - B. Governing Body consideration and approval of a waiver of an Itinerant Merchant License fee for Spay Today Mobile Outreach to operate a spay and neuter clinic at 901 W. Mary Street on May 12-14, 2014.
 - C. Abigail Aguilar, 5th grade student at St. Dominic’s Parish School, won the local Arbor Day poster contest. Her work also received top honors for Southwest Kansas and was recognized by the Kansas Forestry Service at the Tree City U.S.A. awards ceremony in Derby, Kansas. She was also recognized by Governor Brownback in Topeka at an Arbor Day ceremony.
 - D. Chief of Police James Hawkins requests Governing Body consideration and approval to allow the Mayor to proclaim May 11-17, 2014 as National Police Week.
- VIII. REPORT OF THE CITY MANAGER.**
 - A. Director of Aviation Rachelle Powell attended the Loretta Scott, A.A.E., Accreditation/Certification Academy during the week of March 10, 2014. She successfully passed a 180-question multiple-choice examination to receive the designation as a

Certified Member of the American Association of Airport Executives. Congratulations Rachelle!

- B. Golf Professional Cole Wasinger achieved his certification for the Professional Golfers' Association of America and is now a Class A-1 Golf Professional. To achieve this certification he took 21 different courses that amounted to more than 600 hours of course work. The PGA of America is the largest working sports organization in the world, comprised of 27,000 men and women promoting the game of golf. Congratulations Cole!
- C. Chief Shelton will be present to update the Governing Body on the request for qualification on a fire facilities study.
- D. The City has received correspondence from Cox Communication regarding channel line-up changes.
- E. Black Hills Energy has notified the City that they have filed a request with the Kansas Corporation Commission for a rate increase.
- F. Staff has provided the following information for Governing Body review: from Finance Director Hitz the monthly sales tax report.
- G. Meetings of note:

- ✓ May 9, 2014 – Downtown Vision Golf Tournament at 1:00 p.m. at The Golf Club at Southwind
- ✓ May 10, 2014 – Blues at the Zoo – southwest gates open at 6:00 p.m.
- ✓ May 17, 2014 – Legislative Coffee in Classroom B at St. Catherine Hospital at 10:00 a.m.
- ✓ May 28 - June 1, 2014 - The Commemorative Air Force B-17 will be at the Garden City Regional Airport. The B-17 will be available to the public from 9:00 am – 6:00 pm.
- ✓ May 30 – June 8, 2014 – Beef Empire Days – “Beef....The Chef’s Choice!”

IX. CONSIDERATION OF APPROPRIATION ORDINANCE.

- A. Appropriation Ordinance No. 2363-2014A.

X. CONSIDERATION OF ORDINANCES AND RESOLUTIONS.

- A. Ordinance No. _____-2014, an ordinance regulating the “I-1” Light Industrial District and the “I-2” Medium Industrial District in the City of Garden City, Kansas. This is an amendment to the zoning regulations city-wide as they related to allowing retail in the I-1 and I-2 districts.
- B. Resolution No. _____ - 2014, a resolution authorizing the removal of nuisance conditions from the property listed below in the City Of Garden City, Kansas, pursuant to Section 38-139 of the Code of Ordinances of the City of Garden City, Kansas (407 W. Mary Street).
- C. Resolution No. _____ - 2014, a resolution authorizing the removal of motor vehicle nuisances from certain properties in the City of Garden City, Kansas, pursuant to Section

38-63 of the Code of Ordinances of the City of Garden City, Kansas (401 N. 4th Street – yellow 2 car, 705 N. Taylor Avenue – black Nissan Truck, 601 Jenny Avenue – silver Ford Explorer, 601 E. Kansas Avenue – silver Dodge Ram Pickup, 407 W. Mary Street – green Ford mini-van and silver Dodge Neon, 2602 Chainey Street – red GMC Jimmy, black Dodge Ram pick-up and beige Motorhome).

- D. Resolution No. _____ - 2014, a resolution amending the purpose, structure, membership and responsibilities of the Cultural Relations Board of the City of Garden City, Kansas, to allow Finney County residents to be members.

XI. OLD BUSINESS.

- A. Governing Body consideration of a program for Rental Inspections.

XII. NEW BUSINESS.

- A. The City has received application materials from KDOT for the FY2014 Safe Routes to Schools program. The Governing Body is asked to consider projects.
- B. The City has received application material from the FY 2014 Federal Fund Exchange program. The Governing Body is asked to consider projects.
- C. Governing Body consideration of a Memorandum of Understanding for a treated water rate fee with Bonanza Bioenergy Ethanol plant and authorization for the Mayor to sign and the City Clerk to execute.

- D. Finance Director Hitz will be present to discuss the following items:

1. Review of Enterprise & Support Funds – Electric Utility (#68), Utility Deposit (#69), Golf Course (#70), Golf Course Building (#71), Solid Waste (#75), Drainage Utility (#79), Water & Wastewater Utility (#80), Wastewater Repair & Replacement (#81) and Water Maintenance Reserve (#82).

- E. **Consent Agenda for approval consideration:** (The items listed under this “consent agenda” are normally considered in a single motion and represent items of routine or prior authorization. Any member of the Governing Body may remove an item prior to the vote on the consent agenda for individual consideration.)

1. Governing Body consideration and rejection of bids for Snow Removal Equipment at Garden City Regional Airport.
2. Governing Body consideration and approval of Task Order No. 1 between the City of Garden City, Kansas and HNTB for the design and bidding services for the Airport Improvement Project 3-20-0024-36 – Partial Parallel Taxiway F.
3. Governing Body consideration and approval of the Land Lease Agreement at Garden City Regional Airport between Vaisala Inc. and the City of Garden City, Kansas.

4. Governing Body consideration and approval of an agreement between the City of Garden City, Kansas and Brookover Land Enterprises, L.P. for maintenance of water wells.
5. Governing Body consideration and approval of an extension of term of lease agreement between the City of Garden City, Kansas and KANZA Society, Inc. for the premises located at 210 N. 7th Street.
6. Permission for Victoria C. Rodriguez and Rabecca Lopez to reserve Space 7, Lot 41, Zone G of Valley View Cemetery for the consideration of \$50.00 for the period of one year.
7. Quit Claim Deed from Fernando &/or Shirley Arteaga transferring Spaces 3 and 4, Lot 134, Zone K of Valley View Cemetery to the City of Garden City, Kansas.

8. Licenses:

(2014 New)

- a) Beef Empire Days PRCA Rodeo Temporary Cereal Malt Beverage
- b) Friends of Lee Richardson Zoo Temporary Cereal Malt Beverage
- c) KBUF Partnership – WKBC Temporary Cereal Malt Beverage
- d) Cao Thanh Vietnamese Restaurant Cereal Malt Beverage
- e) Ready Roofer, Inc..... Class C General
- f) Miller Electric, Inc Class D-E Electrical
- g) Dig America Utility Contracting, Inc. Class E-SOC Specialized Other
- h) United Towers, Inc..... Class E-SOC Specialized Other

F. Staff requests Governing Body consideration of an Executive Session pursuant to K.S.A. 75-4319(b)(2) pertaining to consultation with an attorney for the body or agency which would be deemed privileged in the attorney-client relationship.

XIII. CITY COMMISSION REPORTS.

A. Commissioner Law

B. Mayor Cessna

C. Commissioner Dale

D. Commissioner Doll

E. Commissioner Fankhauser

XIV. ADJOURN.

THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS

City of Garden City

April 15, 2014

The regular meeting of the Board of Commissioners of the City of Garden City was held at 1:00 p.m. at the City Administrative Center on Tuesday, April 15, 2014 with all members present. Commissioner Dale opened the meeting with the Pledge of Allegiance to the Flag and Invocation.

Glen Williams, Southwest Towing was present to discuss a bid he submitted for the 2014 Private Property - Inspections & Criminal tow bids.

Mayor Fankhauser stated when he started one year ago as Mayor he had mentioned 10 goals for the City and highlighted a few of them. Mayor Fankhauser stated Schulman Crossing has been the biggest accomplishment this year and has enjoyed being a part of that development project. Mayor Fankhauser has enjoyed watching the growth at the Airport with well over 2000 enplanements per month and hopes to have another record year this year. Mayor Fankhauser is impressed with the sales tax reports this year and stated the City has had a record month this year in sales tax receipts.

Mayor Fankhauser stated he enjoyed his time as Mayor and working with fellow Commissioners. Mayor Fankhauser thanked City Manager Allen for working with him and told him not to forget his formula for retail. Mayor Fankhauser stated he has been to Washington, D.C. twice to represent the City and has enjoyed that as well.

Commissioner Doll moved to appoint Commissioner Cessna as Chairperson to the Board, who shall assume the duties and title of Mayor. Commissioner Law seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Mayor Cessna presented a recognition award and the traditional wooden gavel to former Mayor Fankhauser.

Mayor Cessna thanked God for giving him the opportunity to serve Garden City in his leadership role. Mayor Cessna thanked his wife, Julie and their children for giving of their time for him to serve. Mayor Cessna recognized his mom and parents-in-law that were in the audience to support him.

Mayor Cessna stated Garden City is becoming the regional center of western Kansas. The City has outstanding schools, regional jet service, regional hospital, outstanding zoo, exceptional golf courses, along with a vibrant downtown and retail businesses, and other attractions to bring people to Garden City. The City has a good draw for industry. Mayor Cessna stated Garden City is the place to live, work and raise a family. Mayor Cessna stated as a commission they will continue to focus on fiscal responsibility, improving existing public facilities and spaces; continuing to develop residential, commercial and industrial sectors; considering new public facilities; maintaining a vibrant central business district; addressing key administrative and policy issues; attending to the transportation needs and improving the quality of life for our community. Mayor Cessna thanked everyone for giving him the opportunity to serve in this leadership position.

Commissioner Dale moved to appoint Commissioner Doll as the Vice-Chairperson, who shall assume the duties and title of Vice-Mayor and serve as the Chairperson in the absence of the Mayor. Commissioner Fankhauser seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Law moved to approve the City Clerk and City Attorney as personnel authorized to be seated at the Commission bench. Commissioner Doll seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Doll moved to approve to designate The Garden City Telegram of an official city newspaper. Commissioner Fankhauser seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

A brief reception followed the reorganization of the City Commission of the City of Garden City in the large meeting room at the City Administration Center for family, friends, and citizens.

Commissioner Fankhauser moved to approve and proclaim the week of April 15 - 22, 2014 as Garden City High School Wrestling Championship Week. Commissioner Law seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Law moved to approve and proclaim April 15, 2014 as Tevin Briscoe Day. Commissioner Doll seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Doll moved to approve and proclaim April 16, 2014 as Michael Prieto Day. Commissioner Fankhauser seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Fankhauser moved to approve and allow the Mayor to proclaim April 25, 2014 as Arbor Day. Commissioner Dale seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Randy Partington, ESGR (Employer Support of the Guard and Reserve) Area Chair for Southwest Kansas, addressed the Governing Body to recognize and honor three Garden City Police Department employees. Sergeant Wheet, Captain Prewitt and Captain Reagle were nominated by Juan Barajas Leon for the Patriot Award for their services above and beyond their regular duties.

The Friends of Lee Richardson Zoo presented their calendar of fundraising events for Lee Richardson Zoo for 2014. Proceeds from these events directly benefit zoo improvements and provide unique events for community and regional involvement and tourism.

Commissioner Doll moved to approve the following special requests to accommodate these events, including Blues at the Zoo in May, a Global Bazaar in June, A Wild Affair in September, and BOO! At The Zoo in October.

1. Blues at the Zoo concert event on May 10, 2014, close the Zoo at 4:00 p.m., permission to sell beer and other cereal malt beverages under a temporary CMB license and electrical needs to be coordinated with the City's Electric Department.
2. Global Bazaar event on June 21, 2014, and electrical needs to be coordinated with the City's Electric Department.
3. A Wild Affair event on September 6, 2014, close the Zoo all day on September 6, 2014, electrical needs to be coordinated with the City's Electric Department and permission to sell alcohol in the form of wine and beer.
4. Boo! At The Zoo on October 18, 2014, close the Zoo all day on October 18, street barricade to block off Finnup Drive from Sixth Street to Fourth Street and electrical needs to be coordinated with the City's Electric Department.

Commissioner Dale seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

The LPGA Symetra Tour finalized its 2014 schedule with announcement of the addition of the Garden City Classic at Buffalo Dunes Golf Course this September 11 – 13, 2014.

The City received correspondence from Cox Communication regarding channel line-up changes.

Staff provided several items of information for Governing Body review including the following: from Finance Director Hitz the monthly financial reports and sales tax reports, from Community Development Director Kentner the monthly building and code enforcement reports for city and county, from Police Chief Hawkins the monthly activity report, from Public Utilities Director Muirhead the quarterly report, from Public Works Director Curran the monthly transit report and a projects update and from Interim Zoo Director Newland the monthly zoo report.

Meetings of note:

- ✓ April 11 – 12, 2014 – Tree Selection, Planting & Maintenance Guidelines presentation at Finnup Center
- ✓ April 19, 2014 – NIP Clean-Up beginning at 9:00 a.m. – meet at Garden City High School parking lot
- ✓ April 19, 2014 – Legislative Coffee in Classroom B at St. Catherine Hospital at 10:00 a.m.
- ✓ April 23, 2014 – 11:00 a.m. for a ribbon cutting at the Pioneer Road Estates Development
- ✓ April 23, 2014 – Earth Day Celebration “Party for the Planet” at Lee Richardson Zoo from 9:00 a.m. – 2:00 p.m.
- ✓ April 29, 2014 – Town Hall meeting at the City Administrative Center at 7:00 p.m.
- ✓ May 9-10, 2014 - League of Kansas Municipalities - Leadership Summit & Mayor's Conference in Manhattan
- ✓ May 17, 2014 – Legislative Coffee in Classroom B at St. Catherine Hospital at 10:00 a.m.
- ✓ May 28 - June 1, 2014 - The Commemorative Air Force B-17 will be at the Garden City Regional Airport. The B-17 will be available to the public from 9:00 am – 6:00 pm.

Appropriation Ordinance No. 2362-2014A, “AN APPROPRIATION ORDINANCE MAKING CERTAIN APPROPRIATIONS FOR CERTAIN CLAIMS IN THE AMOUNT OF \$1,627,838.41,” was read and considered section by section. Commissioner Fankhauser moved to approve and pass Appropriation Ordinance No. 2362-2014A. Commissioner Doll seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Mr. Chuck Bouilly of George K. Baum & Company, the City’s Financial Advisor, and Mary Carson, Triplett, Woolf & Garretson, LLC, the City’s Bond Counsel, reviewed with Governing Body the recommendation for accepting bids for the sale of \$10,750,000 in General Obligation Bonds of the City.

Commissioner Fankhauser moved to approve the bids received for the sale of \$10,750,000 in General Obligation Bonds of the City. Commissioner Fankhauser seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Ordinance No. 2646-2014, “AN ORDINANCE OF THE CITY OF GARDEN CITY, KANSAS, AUTHORIZING ISSUANCE OF THE CITY’S GENERAL OBLIGATION BONDS, SERIES A, 2014, IN THE AGGREGATE PRINCIPAL AMOUNT OF \$10,750,000, PROVIDING FOR THE LEVY AND COLLECTION OF AN ANNUAL TAX TO PAY THE PRINCIPAL OF AND INTEREST ON SUCH BONDS; AUTHORIZING OTHER DOCUMENTS AND ACTS AND MAKING COVENANTS WITH RESPECT TO THE BONDS,” was read and considered section by section. Commissioner Law moved to approve Ordinance No. 2646-2014. Commissioner Fankhauser seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Resolution No. 2578-2014, “A RESOLUTION PRESCRIBING THE FORM AND DETAILS OF GENERAL OBLIGATION BONDS, SERIES A, 2014, IN THE PRINCIPAL AMOUNT OF \$10,750,000, OF THE CITY OF GARDEN CITY, KANSAS, PREVIOUSLY AUTHORIZED BY ORDINANCE NO. 2646-2014 OF THE CITY; MAKING COVENANTS AND AGREEMENTS AND AUTHORIZING CERTAIN OTHER DOCUMENTS REGARDING THE BONDS,” was read and considered section by section. Commissioner Fankhauser moved to approve Resolution No. 2578-2014. Commissioner Dale seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Ordinance No. 2644-2014, “AN ORDINANCE AMENDING THE FENCE REGULATIONS, FOR THE CITY OF GARDEN CITY, KANSAS; AMENDING THE ZONING REGULATIONS FOR THE CITY OF GARDEN CITY, KANSAS BY REMOVING THE FEE AMOUNT AND REFERRING TO THE BUILDING PERMIT AND INSPECTION FEE SCHEDULE,” was read and considered section by section. Commissioner Cessna moved to approve Ordinance No. 2644-2014. Commissioner Doll seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Ordinance No. 2647-2014, “AN ORDINANCE APPROVING THE REZONING OF LAND FROM “I-1” LIGHT INDUSTRIAL DISTRICT TO “R-3” MULTIPLE FAMILY RESIDENTIAL DISTRICT (109 S. 13th Street),” was read and considered section by section. Commissioner Fankhauser moved to approve Ordinance No. 2647-2014. Commissioner Law seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Nay	Yea	Yea

Resolution No. 2579-2014, “A RESOLUTION AUTHORIZING THE REMOVAL OF MOTOR VEHICLE NUISANCES FROM CERTAIN PROPERTIES IN THE CITY OF GARDEN CITY, KANSAS, PURSUANT TO SECTION 38-63 OF THE CODE OF ORDINANCES OF THE CITY OF GARDEN CITY, KANSAS (1102 Summit Street – Black SUV & Blue 4 Door car, 514 Inge Avenue – Blue Toyota mini-van, 705 N. Taylor Avenue – Red Dodge Caravan, 406 N. 5th Street – Blue Ford Explorer, Blue mini-van, Red Dodge Durango & Blue Jeep Cherokee, 901 Harold Avenue – Beige Ford SUV, Blue Jeep SUV & 2 White 4 Door cars and 516 W. Thompson Street – Blue Semi-Truck),” was read and considered section by section. Commissioner Law moved to approve Resolution No. 2579-2014. Commissioner Fankhauser seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Staff provided the 2015 City Budget Calendar.

Finance Director Hitz reviewed the major issues and assumptions used to draft 2015 departmental budgets. The commission goals and strategies, identified in the City Commissioner Retreat, and the 2014 & 2015 Capital Improvement Program along with proposed financing of those projects were also reviewed. Finance Director Hitz also reviewed the Enterprise, Support & Miscellaneous Funds – TIF (#04), Capital Improvement Reserve (#5), CD Loan Fund (#6), Cemetery Endowment (#7), Community Trust Reserve (#8), DEA Enforcement (#10), Drug Enforcement (#11), E-911 Funds (#15), Finnup Foundation (#18), 12-6 Revolving Fund (#26), Risk Reserve (#27), Special Drug & Alcohol (#29), Special Park & Rec (#30), Special Trafficway (#32), Street (#01-133), Workers Compensation (#35), Workers Compensation Reserve (#36), Community Development (#50), Economic Development Revolving Loan (#52) and Project Development (#53).

Commissioner Law moved to approve and appoint Alyssa Benevidez to the Garden City Recreation Commission for a three-year term from April 2014 – February 2017. Commissioner Dale seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Fankhauser moved to approve and reappointment Police Chief James Hawkins to the Community Corrections Advisory Board as the Garden City Law Enforcement representative for a two-year term from April 2014 –April 2016. Commissioner Doll seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Traffic Advisory Board recommendations were considered by the Governing Body:

Commissioner Fankhauser moved to deny the request to install speed bumps on Belmont Street between Labrador Boulevard and Long Boulevard and to continue targeted enforcement. Commissioner Dale seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Dale moved to deny the request for installing stop signs at Third Street and Hazel Street. Commissioner Law seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Fankhauser moved to deny the request to install Advance Traffic Control Signs on Seventh Street and Walnut Street. Commissioner Dale seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Fankhauser moved to approve the following:

1. Governing Body consideration and acceptance of bids received April 8, 2014 for the 2014 Street Sealing program, and April 10, 2014 for the Finnup Park Walking Trail Phase 2 project and authorization for the Mayor and City Clerk to execute the contracts.
2. Governing Body consideration and approval of the 2014 Vegetation Mowing services for code violations.
3. Governing Body consideration and approval of bids received for installation of conduit, sectionalizer vaults, transformers pads and meter pedestals for the Chappel Heights Phase 1 residential development on March 27, 2014.
4. Governing Body consideration and approval of bids received for the Private Property, Inspections and Criminal Investigation tow company.
5. Permission for Karen Valencia to reserve Space 6, Lot 26, Zone J of Valley View Cemetery for the consideration of \$50.00 for the period of one year.
6. Quit Claim Deed from Heir of J.B. Nail transferring Space 6, Lot 143, Zone A of Valley View Cemetery to Carlene Goddard.
7. Licenses:
 - (2014 New)
 - a) Outlaw Promotions, LLC Temporary Cereal Malt Beverage
 - b) Innovative Construction Solutions, Inc. Class A General
 - c) Naab Electric, Inc Class D-E Electrical
 - d) DRD Integrated Services Class E-F Fire Sprinkler & Protection
 - e) Underground Specialist, Inc Class E-SOC Specialized Other

Commissioner Dale seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Doll moved that the City Commission go into executive session pursuant to K.S.A. 75-4319(b)(2) for 45 minutes for the purpose of consultation with City legal counsel on matters which are privileged in the attorney/client relationship which if discussed in open session would waive that privilege and that the City Commission reconvene into open session in the City Commission Chambers at 4:45 p.m. with City Attorney Grisell, City Manager Allen and Public Utilities Director Muirhead present and Gregg Ottinger and John Krajewski by phone. Commissioner Fankhauser seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

At the expiration of the designated time, and in open session, Mayor Cessna stated no action was taken.

Mayor Cessna adjourned the meeting since there was no further business before the Governing Body.

Roy Cessna, Mayor

ATTEST:

Celyn N. Hurtado, City Clerk

City Commission Reports

Commissioner Fankhauser congratulated the Garden City High School wrestling team on their 2nd Team State Championship.

Commissioner Law congratulated the whole wrestling team for the Garden City High School on their 2nd Team State Championship. Commissioner Law congratulated the Police Department and stated it was great for those employees to be recognized by an outside agency. Commissioner Law congratulated Mayor Cessna and Vice Mayor Doll

Mayor Cessna congratulated the GCHS Wrestling team for their 2nd State title. Mayor Cessna thanked former Mayor Fankhauser and stated he will have big shoes to follow. Mayor Cessna congratulated the Police officers for their recognition awards. Mayor Cessna congratulated the Golf Course on the news of hosting the LPGA Symetra Tour.

Commissioner Dale echoed the thoughts on the Garden City Police Department employees receiving the awards and stated it is like a family atmosphere and that is very beneficial when an employee leaves for military service. Commissioner Dale congratulated the Golf Course on the scheduling of the LPGA Symetra Tour and stated he might even volunteer. Commissioner Dale thanked former Mayor Fankhauser for his leadership and talks. Commissioner Dale congratulated Mayor Cessna and Vice Mayor Doll on their new leadership roles on the Commission. Commissioner Dale thanked the wrestlers, parents, teachers, coaches and managers for the hard work and amount of time it takes to put into the sport of wrestling.

Commissioner Doll thanked former Mayor Fankhauser for all the work and events he volunteered for during his time as Mayor. Commissioner Doll thanked staff for their work on the budget and for using funds responsibly. Commissioner Doll congratulated Buffalo Dunes Golf Course for the LPGA Symetra Tour. Commissioner Doll thanked and congratulated the Police officers for helping the families of spouses who are deployed. Commissioner Doll congratulated the GCHS wrestling team and stated they are a great group of young men. Commissioner Doll thanked and congratulated Michael Prieto and Tevin Briscoe.

Public Comment

April 18, 2014

Commissioners of the City of Garden City

Mr. Matt Allen, City Manager

Commissioners and Mr. Allen,

The Garden City Area Builders Association represents builders and businesses directly involved with the building industry in the Garden City Area. On behalf of our membership we would like to express some concerns regarding the Garden City Inspection Department.

Since the departure of David McCarter, there has been no inspector on staff with experience or certification. There have been multiple instances that have been brought to our attention where construction activities have been delayed or halted as a result of the lack of understanding and knowledge of the building codes by the staff who are currently working for the inspection department. There are inconsistencies and incorrect understandings that are creating an environment that is detrimental to further development in Garden City and Finney County.

In light of the substantial commercial, retail and housing development now underway in Finney County, we feel that it is incumbent upon the City of Garden City to take immediate steps to remedy the inspection situation. If there is no long-term candidate for the position available at this time, we would ask that a temporary fix be considered. Perhaps there is an opportunity to coordinate with other communities in the state to have coverage for this office. Certainly there would be local builders, perhaps retired, who would be willing to serve in this capacity on a temporary contract basis. Whatever the solution, we implore you to take action quickly.

It has also come to our attention that there are those who believe the grievances we are expressing are directed at Kaleb Kentner of Community Development. That is not the case. Mr. Kentner is a very qualified planner and zoning coordinator. He has not held himself out to be a building inspector and should not be expected to fulfill inspection duties. We would suggest that planning and zoning are entirely different activities than building inspection and code enforcement. We would ask that the City administration consider alternatives to having those departments combined. They have entirely different functions and we sincerely doubt that there would be many professionals who would be expert in both fields and manage the

functions of both departments effectively. With the scope of the development activities in Finney County, it appears it would be especially difficult to manage both operations effectively.

We appreciate your attention to the concerns we have expressed herein and in discussions that we have had with many of you. Please know that the Garden City Area Builders Association stands ready to assist the City in any way possible. We welcome the opportunity to be a part of the solution to these and other concerns as related to construction in Garden City and Finney County.

Respectfully submitted,

Garden City Area Builders Association

Dave Germann, President

Bob Rodriguez, Vice President

Randy Jackson, Treasurer

Vicki Germann, Secretary

Petitions

Garden City Commissioners
P.O. Box 499
Garden City, Kansas 67846

April 23, 2014

Dear Commissioners;

I am writing on behalf of Jax Sports Grille requesting a permit to waive the Garden City Noise Ordinance for June 5th, 6th & 7th from 8 pm until Midnight. We will be having an outside music concert with a tent. We have sponsored the Rodeo. We also ask that the sign permit fee is waived during these dates so we can advertise our sponsors and the rodeo. The Rodeo ends at 9pm so we would greatly appreciate the extension to midnight.

If you have any questions or concerns in this matter please feel free to contact me at Jax Sports Grille 620-272-9200 or on my Cell 620-640-8510. We greatly appreciate your time and prompt response in this matter.

Sincerely;

Lindsey Becker
General Manager

Jax Sports Grille
1907 E. Mary Garden City, KS 67846



Special Event Request

301 N 8th Street
 PO Box 998
 Garden City, KS 67846
 620-276-1130

- Other
 - Carnival/Circus*
 - Sports Event*
 - Haunted House*
- *License Required

April 28, 2014

Today's Date

Jax Sports Grille Outdoor Music Concert

Name of Event (if applicable)

Thur, Fri & Sat, June 5th, 6th & 7th, 2014

Date of Event

Jax Sports Bar, 1907 E Mary, GC

Location of Event

8:00 p.m. - 12:00 a.m.

Start and End Time of Event

Outdoor Music Concert

Purpose of the Event

Lindsey Becker-General Manager

1907 E Mary, GC

620-272-9200

Applicant Name (please print)

Address

Phone

Additional Contact Names & Phone Numbers

Please mark all that you are requesting. (Note: Amenities are not available at all locations.)

Street Closure	n/a	Steven's Park Bandshell	n/a	Noise Waiver**	YES
Extra Trash Receptacles	n/a	Restrooms (Park Shelter Keys)	n/a	Electricity Access	n/a
Additional Request/Remarks	sign permit fee waived (We have had to ticket them in the past & as long as they are reminded that the waiver does not preclude them from receiving citations, we will respond accordingly-JH)				

**** Sec. 62-9. Excessive sound, music or noise.**

(a) It shall be unlawful for any person to play, use, operate or permit to be played, used, or operated any radio receiving, set musical instrument, or any machine equipment, equipment, or device used for the production, reproduction or creation of sound at a louder volume than is necessary for the reasonable hearing of the person so playing, using or operating such instrument, equipment, machine, or device, and the reasonable hearing of other persons who are voluntary listeners thereto, or in such a manner so to disturb the peace, quiet, and comfort of neighboring inhabitants or other residents of the city.

(b) This prohibition shall include sound, music, or noise created by automobile radios, musical bands, groups or orchestras in public or private buildings. It shall be prima facie evidence of a violation of this sections of the sound, music, or noise is plainly audible at the real property line on the real property from which the sound, music, or noise is emanating; provided, however, that nothing in this section shall be construed to prohibit the playing of church chimes or the ringing of church bells, the testing or use of the civil defense warning system, or the authorized use of public safety vehicle sirens.

(Ord. No. 1858, § 4(20-142), 8-23-94)

****Please note that a waiver of noise ordinance does not prohibit an officer or City official from advising you to lower the amplified noise of your event or issuing a citation upon failure to comply with such warnings.**

RESOLUTION NO. 2435-2011

A Resolution granting to the City Manager, or Designee, the authority to grant certain request of persons, businesses of groups for special events or activities.

By signing below, I hereby certify that I have read and understand the statements above and that all related information which I have provided are true, accurate and complete to the best of my knowledge.

Request on File

April 28, 2014

Signature

Date

For office use only

Police	JH-4/28/14 *see additional remarks*	Electric	N/A
Fire	AS-4/28/14	Public Works	N/A
Inspection	N/A	Parks/Grounds	N/A
City Manager	Application Received by		Raelene Stoecklein 4/28/2014

NON-LOCAL ITINERANT MERCHANT LICENSE APPLICATION



Date: _____

1. Name of Business
 Spay Today Mobile Outreach

2. Names and birth dates of all who will be working under this license. Please provide copies of Driver's Licenses or State issued ID's. *(continue on back if needed)*

Name	DOB	Dr License #
Robert Foglia DVM	08/23/1966	CO# 97-162-1161

2. Have any of the above mentioned been convicted of a felony? If yes, explain.
 No

3. Address of applicant
 621 Wade Rd. Longmont, CO 80503

4. Kansas State Sales Tax # *(must attach copy)*
 N/A

5. Briefly describe the nature of the business.
 Veterinarian

6. Location where business will be conducted. *(Must provide written permission from property owner.)*
 901 W. Mary St. Garden City, KS

7. Trade references (past customers)

Name	Address

8. Period of time for which license is to be issued:

9. Fee (\$300 per day/\$900 per month)

Applicant signature Date 05/01/2014

For office use only

Receipt #	City Clerk
License#	Police Dept.
Dates Valid	

CITY COMMISSION

DAN FANKHAUSER,
 Mayor

ROY CESSNA

MELVIN DALE

JANET DOLL

CHRIS LAW

MATTHEW C. ALLEN
 City Manager

MELINDA A. HITZ, CPA
 Finance Director

RANDALL D. GRISELL
 City Counselor

CITY ADMINISTRATIVE
 CENTER
 301 N. 8TH
 P.O. Box 998
 GARDEN CITY, KS
 67846-0998
 620.276.1160
 FAX 620.276.1169
www.garden-city.org

PROCLAMATION

- WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Garden City Police Department; and
- WHEREAS, nearly 60,000 assaults against law enforcement officers are reported each year, resulting in approximately 16,000 injuries; and
- WHEREAS, since the first recorded death in 1791, almost 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and
- WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C; and
- WHEREAS, 286 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 100 officers killed in 2013 and 186 officers killed in previous years; and
- WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 26th Annual Candlelight Vigil, on the evening of May 13, 2014; and
- WHEREAS, the Candlelight Vigil is part of National Police Week, which takes place this year on May 11-17, 2014; and
- WHEREAS, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half staff; and
- NOW, THEREFORE, I, Roy Cessna, Mayor of the City of Garden City, Kansas do hereby declares May 11-17, 2014 as

National Police Week

and publicly salutes the service of law enforcement officers in our community and in communities across the nation. We further appreciate the service of our Garden City Police Officers, Finney County Sheriff Deputies, Dispatchers, The Finney County EMS, and The Garden City Fire Department and others who do their part to help our citizens. Thank you for your dedication to our communities.

Signed and sealed this 6th day of May, 2014.

Roy Cessna, Mayor

Attest:

Celyn N. Hurtado, City Clerk

Report of the City Manager



Garden City Fire Department

P.O. Box 998
302 N. 9th
Garden City, KS 67846
E-mail: Allen.Shelton@gardencityks.us

Allen Shelton
Fire Chief
(620) 276-1140
Fax: (620) 276-1142

May 2, 2014

Dear Consultants,

The City of Garden City is soliciting letters of interest from consultants to perform a Fire Facilities Study to serve as a planning guide for current and future needs of the Garden City Fire Department. Information about Garden City Fire Department is attached. The City currently has an ISO rating of 3.

The study needs to evaluate the current and future staffing, facilities and apparatus needs of the department. The following items should be addressed in the study:

- Evaluate and identify deficiencies from the last Public Protection Classification Survey of January 18, 2012.
- Evaluate current and recommended response and model future responses based on recommended facility locations scenarios using NFPA 1710 standards for response.
- From the identified deficiencies of the above evaluation and the module for future facility locations make recommendations that will improve the fire suppression services of the immediate and future needs of our community.
- Explain how these recommendations and improvements will affect our ISO rating.
- Quantify the financial benefit/cost to property owners for improving/declining in ISO rating.

The City and a consultant are in the process of finalizing a water system master plan that addresses improvements in areas of less than desirable fire flow.

If you wish to be considered for this study, please respond by May 23, 2014. Electronic submittal is preferred. We will follow City of Garden City professional services (QBS) selection guidelines. Selection criteria include:

- Experience with similar studies.
- List of the staff proposed for this project.
- References.
- Other pertinent information.

From those firms responding, a Selection & Negotiating Committee will select a short list for interviews. The interviews will be by telephone. The selected consultant will be requested to submit a detailed scope of services and cost proposal. Final acceptance of a proposal could be made by the City Commission on June 3rd.

If you have any questions, do not hesitate to contact me.

Sincerely,

Allen Shelton
Fire Chief Garden City



901 S. George Washington Blvd.
Wichita, Kansas 67211
316.260.7000 tel
www.cox.com

April 10, 2014

Mr. Matt Allen
City Manager
301 N. 8th St.
Garden City, KS 67846

Dear Mr. Allen,

Cox Communications and Cox Business announce the below changes:

On or after Saturday, May 10:

- MLB Network will be available on channels 263 and 286, and on channels 2263 and 2286 in HD. A subscription to Cox Advanced TV Bonus Pak will remain a requirement to view these channels.
- MLB Network Strike Zone will launch on channel 287 and 2287 in HD. MLB Network Strike Zone requires a subscription to Advanced TV Sports Pak 2 and a digital receiver, tuning adapter or CableCARD. MLB Network Strike Zone HD requires a subscription to Advanced TV Sports Pak 2 and Contour.

On Thursday, May 1:

- TNT (channels 30 and 2030 in HD) will be available with the TV Economy package, and will continue to be available with TV Essential.

We are truly grateful for the opportunity to serve your community. If you have any questions regarding these changes, please contact me at (785) 215-6720 or coleen.jennison@cox.com.

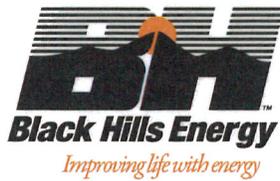
Best Regards,

Coleen Jennison
Government Affairs Director
Cox Communications



Mixed Sources
Product group from well-managed
forests, controlled sources and
recycled wood or fiber
www.fsc.org Cert no. SGS-COC-003557
© 1996 Forest Stewardship Council

In harmony with the Cox Conserves eco-friendly program, we are proud to print on Forest Stewardship Council-certified paper.



April 29, 2014

Matt Allen, City Manager
City of Garden City
P. O. Box 998
Garden City, KS 67846-0998

Mr. Allen,

We trust that this letter finds you doing well. The purpose of this correspondence is to let you know that Black Hills Energy filed a rate request today, April 29, with the Kansas Corporation Commission (KCC).

We understand that your constituents and stakeholders may have questions related to our rate filing, and we believe it is important to share this information with you as a courtesy notification.

It has been eight years since Black Hills Energy requested a rate increase. Since 2006, we have invested more than \$50 million in our natural gas system in Kansas. The fact that we have not filed a rate case in eight years is a testament to the company's ability to maintain effective cost management and process improvement efforts.

Under our proposal, the average residential bill would increase by less than half the annual rate of inflation (2.23 percent) since the last rate request, making natural gas service a safe, reliable value compared to almost any other type of service.

Our proposed rate request amounts to an increase of about 13 cents a day for the typical residential customer, beginning in February 2015. The monthly impact for the typical residential customer would be about \$4.17 a month. Please note that our rate request pertains only to **delivery costs**, which are less than half of the typical bill.

As the rate request process/schedule unfolds over the next 10-11 months, we look forward to working with the KCC, the Citizens' Utility Ratepayers Board (CURB) and various other stakeholders. We urge you to visit www.blackhillsenergy.com/reliableKS to view the various tools including the "Filings and FAQs," "Rate Calculator," and supporting web links about how rates are set, as well as energy-saving tips.

We appreciate our relationships with your organization and community. We certainly look forward to continuing and strengthening these relationships that are so vital to all of our communities in Kansas. If you have questions, please do not hesitate to contact me at 785-832-3912. You can also contact either one of our external affairs managers, Gabe Schlickau at 316-941-1656 or Monique Pope at 316-941-1648.

Sincerely,

Lon Meyer,
Director of Business Operations
Black Hills Energy - Kansas

Staff Reports

CITY OF GARDEN CITY, KANSAS
ANALYSIS OF COUNTY-WIDE SALES TAX RECEIPTS

MONTH RECEIVED	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
JANUARY	98,895	82,749	119,104	99,080	87,049	90,999	89,620	90,890	96,504	112,365	136,559	194,148	172,402	201,675	215,987	207,262
FEBRUARY	102,071	135,771	115,633	119,867	107,746	112,817	106,162	108,918	117,464	120,392	112,708	168,090	206,332	201,136	213,048	244,277
MARCH	57,317	111,517	94,385	89,945	83,994	93,138	83,528	84,800	91,096	111,384	127,434	176,275	176,089	187,616	198,757	200,357
APRIL	123,837	110,045	92,941	86,892	88,516	82,176	88,156	88,367	97,920	97,076	105,529	136,058	140,393	176,191	179,735	202,588
MAY	97,870	111,720	98,017	94,809	97,270	92,019	96,607	100,809	103,484	113,955	102,518	173,875	182,165	217,621	215,823	
JUNE	82,439	99,148	93,362	101,379	98,922	86,040	82,884	99,561	98,793	107,235	110,225	174,577	192,468	197,406	205,745	
JULY	110,519	111,647	91,208	99,915	97,573	91,205	88,888	95,381	109,492	130,863	126,193	163,203	175,188	199,698	238,623	
AUGUST	103,623	113,844	98,717	96,327	91,715	97,295	101,836	104,308	99,317	123,221	103,580	180,595	178,778	209,006	213,331	
SEPTEMBER	99,996	84,773	99,232	88,585	102,820	94,038	87,159	93,570	106,941	133,521	111,381	174,612	178,054	180,008	232,303	
OCTOBER	* 107,914	129,697	106,658	102,705	97,918	90,696	105,259	101,146	112,166	117,796	108,343	174,202	189,062	203,819	218,503	
NOVEMBER	82,861	103,094	97,348	82,869	78,619	89,706	95,946	94,231	107,500	117,428	111,973	153,378	174,342	208,611	184,384	
DECEMBER	75,058	97,466	89,406	101,296	96,993	94,616	88,792	94,570	109,693	114,846	160,409	161,622	196,711	182,159	236,524	
TOTAL RECEIPTS	<u>1,142,399</u>	<u>1,291,473</u>	<u>1,196,011</u>	<u>1,163,668</u>	<u>1,129,136</u>	<u>1,114,745</u>	<u>1,114,837</u>	<u>1,156,551</u>	<u>1,250,370</u>	<u>1,400,082</u>	<u>1,416,852</u>	<u>2,030,635</u>	<u>2,161,984</u>	<u>2,364,946</u>	<u>2,552,763</u>	<u>854,484</u>
PERCENTAGE CHANGE	2.13%	13.05%	-7.39%	-2.70%	-2.97%	-1.27%	"FLAT"	3.74%	8.11%	11.97%	1.20%	43.32%	6.47%	9.39%	7.94%	

*REFLECTS HERE & THEREAFTER THE NET AMOUNT OF COUNTY-WIDE SALES TAX.
CITY REIMBURSES TO COUNTY THE DEDICATED 1/4 CENT FOR FAIRGROUNDS PROJECT.

(1) REFLECTS HERE & THERE AFTER INCREASE IN COUNTY TAX FROM .75¢ TO 1¢

CITY OF GARDEN CITY, KANSAS

ANALYSIS OF CITY SALES TAX RECEIPTS

MONTH RECEIVED	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
JANUARY	383,636	310,710	390,595	379,780	309,257	357,335	335,673	351,457	351,627	409,255	529,129	415,161	432,278	483,869	508,705	480,712
FEBRUARY	360,909	447,336	389,764	444,123	419,884	434,310	423,853	416,061	444,506	465,707	415,062	416,555	509,745	497,844	514,511	575,307
MARCH	191,835	371,146	344,152	321,705	304,720	346,371	316,320	317,599	338,956	418,336	461,822	432,675	426,585	438,777	468,745	469,435
APRIL	467,188	364,979	334,588	303,909	313,029	317,571	318,835	321,431	358,967	361,119	388,668	328,743	328,309	409,253	411,491	468,167
MAY	343,692	377,482	356,202	340,131	354,013	345,880	351,143	372,027	382,562	426,812	362,989	430,701	442,882	502,577	481,623	
JUNE	284,831	344,293	341,573	336,435	356,920	340,240	319,314	364,552	363,536	398,458	413,934	423,173	471,595	457,884	469,940	
JULY	382,217	361,811	331,627	359,143	329,005	338,923	330,628	350,754	394,947	456,516	469,538	402,144	431,189	453,965	554,262	
AUGUST	365,112	369,837	350,737	342,529	322,875	376,955	371,521	377,510	372,473	456,809	373,995	433,641	420,914	490,394	504,212	
SEPTEMBER	364,871	304,050	363,139	324,385	366,794	362,024	323,475	341,558	388,244	463,398	421,706	415,115	433,117	424,160	529,341	
OCTOBER	362,872	449,981	382,926	368,395	357,624	341,725	369,193	365,725	408,881	446,179	411,421	425,392	450,833	468,586	501,467	
NOVEMBER	319,267	332,271	355,951	296,743	287,373	339,384	337,133	351,892	352,723	435,767	402,883	390,433	412,877	474,976	422,213	
DECEMBER	270,677	327,755	323,048	381,904	364,126	338,971	338,058	356,317	396,872	432,701	461,792	412,973	481,207	424,131	501,046	
TOTAL RECEIPTS	<u>4,097,107</u>	<u>4,361,650</u>	<u>4,264,300</u>	<u>4,199,181</u>	<u>4,085,619</u>	<u>4,239,689</u>	<u>4,135,146</u>	<u>4,286,883</u>	<u>4,554,294</u>	<u>5,171,057</u>	<u>5,112,939</u>	<u>4,926,706</u>	<u>5,241,531</u>	<u>5,526,416</u>	<u>5,867,556</u>	<u>1,993,621</u>
PERCENTAGE CHANGE	0.17%	6.46%	-2.23%	-1.53%	-2.70%	3.77%	-2.47%	3.67%	6.24%	13.54%	-1.12%	-3.64%	6.39%	5.44%	6.17%	

CONSIDERATION OF APPROPRIATION ORDINANCE

Ordinances & Resolutions



COMMUNITY
DEVELOPMENT
DEPARTMENT
SERVING
GARDEN CITY
HOLCOMB
AND
FINNEY COUNTY
620-276-1170

INSPECTIONS
620-276-1120
inspection@garden-city.org

CODE COMPLIANCE
620-276-1120
code@garden-city.org

PLANNING AND
ZONING
620-276-1170
planning@garden-city.org

CITY ADMINISTRATIVE
CENTER
301 N. 8TH
P.O. BOX 998
GARDEN CITY, KS
67846-0998
620.276.1170
FAX 620.276.1173
www.garden-city.org

Memo

To: City Commission
From: Kaleb Kentner
CC: File
Date: March 14, 2014
Re: GC2014-19, Amend Section 18.030 of Article 18, "I-2", Medium Industrial District, to add retail stores as a conditional use in the "I-2", Medium Industrial District

ISSUE: To amend Section 18.030 of Article 18, "I-2", Medium Industrial District, to add retail stores as a conditional use in the "I-2", Medium Industrial District.

BACKGROUND: Adan Keynan is requesting an amendment to Section 18.030 to allow retail stores as a conditional use in the "I-2" Medium Industrial District. Currently, retail use of any kind is not permitted in this district.

The applicant illegally established a retail store at 911 W. Mary in February of 2014. This location is zoned "I-2" Medium Industrial District, and does not allow retail use. The applicant would like to remain at this location to retain his clientele. Staff has received several letters and a signed petition in support of this amendment.

When determining whether to allow retail use in industrial districts, there are potential positive and negative impacts to address. This amendment may enhance the economic and cultural wellbeing of the inhabitants of Garden City (Section 1.020 (G)). However, this amendment may not encourage and facilitate the orderly growth and development of the City (Section 1.020 (A)). And, it may also have an impact on the stabilization and improvement of property values (Section 1.020 (F)). Traditionally, lease prices are lower in industrial zones than the lease prices in commercial zones. Allowing retail use in industrial zones could adversely affect property values and create conflicts with these values in both zones.

Permitting retail use as a "conditional use" will allow the Board of Zoning Appeals to determine the merits of each case specifically. The Board will also be able to place additional conditions on each property as they deem necessary. However, if the conditional use permits become prolific, it would be beneficial to make the use by right.

The current Section 18.030 reads:

18.030 CONDITIONAL USES. The following uses and structures may be permitted only after they have been reviewed and approved as required by Article 29.

- (A) Towers. (Ord. # 2074, 10/27/98)
- (B) Radio Towers
- (C) Television Towers.
- (D) Telephone Transmission Buildings.
- (E) Electric Power Plants.
- (F) Child Care Centers.
- (G) Any structure built or any building remodeled or moved in for use as quarters for night watchman for security purposes (Ord. #1843 3/8/94).



COMMUNITY
DEVELOPMENT
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The amended Section 18.030 would read:

18.030 CONDITIONAL USES. The following uses and structures may be permitted only after they have been reviewed and approved as required by Article 29.

- (A) Towers. (Ord. # 2074, 10/27/98)
- (B) Radio Towers
- (C) Television Towers.
- (D) Telephone Transmission Buildings.
- (E) Electric Power Plants.
- (F) Child Care Centers.
- (G) Any structure built or any building remodeled or moved in for use as quarters for night watchman for security purposes (Ord. #1843 3/8/94).
- (H) Retail Stores**

ALTERNATIVES: The City Commission may

1. Approve the amendment as requested.
2. Approve the amendment with changes.
3. Not approve the amendment.

STAFF RECOMMENDATION: Staff is unable to recommend approval of this amendment. However, if the Commission approves, staff recommends that this remain as a conditional use, as presented and not a use by right.

PLANNING COMMISSION RECOMMENDATION: Planning Commission has recommended to approve the amendment to allow Retail Stores as a Conditional Use in the "I-1", Light Industrial District, and the "I-2", Medium Industrial District. The ordinance presented to the City Commission today includes both Industrial districts as conditional uses.

**Present- 8
Yea- 8
Nay- 0**

**Attached is an excerpt from the Planning Commission minutes regarding this case.*



*These minutes are draft only. They have not been approved by the Planning Commission.

4/17/2014

GC2014-17: Amendment for retail uses in Industrial Districts.

Staff Davidson reads staff report.

Don Geier, owner of 911 W. Mary- Adan had come to me interested in renting my building and at the time I wasn't concerned about zoning regulations, I was thinking about property tax and insurance on the building. Adan is Somalian and he really wants to be in this area because most of his customers live around there. He was told that he couldn't be in that location so he started looking for other locations in that area but no one would rent to him. He's stuck. He either stays in my building, which is detached, close his doors. Kaleb was nice enough to visit with us and tell us that this is an option.

Chairman Rishel- What is the nature of this business?

Don Geier- He sells African clothing and has a coffee shop in the back where they gather at times. It's a warehouse with two offices in the back. That's the situation. I would appreciate your consideration. There isn't much available for rent as far as commercial space.

Adan Keynan- I'd like to thank all of you here. I wasn't born here but I came here about seven years ago. English has been difficult for me. When I arrived in the United States, I moved to Garden City three months later. This is a great opportunity for me and good for other people like me who are hard workers and tax payers. I want to do something for the community to get them what they need and in the future, hire some help. That's why I moved to this building. At that time, nobody mentioned to me the regulations. I have great respect for the owner because he has tried to help me. Since the day they told me I could not do it there, I have put it on hold. I have no other places to store all of the goods. We need each other. I am a tax payer and this is a place I want to live and work. I want to thank the board members for considering my business.

OPEN PUBLIC COMMENT

CLOSE PUBLIC COMMENT

Member Weber- Has it been explained that this is just a recommendation and that it still has to go to the City Commission?

Secretary Kentner- Yes. We explained to him when he applied. We put his "cease operations" on hold until he gets through this process. He knows that it still has to go to the governing body and then to the BZA if it's approved as a CUP.

Member Lopez- I think if the City continues to grow, which I think most of us would like to see happen, it's possible that retail will continue to spread out into the corners of the City and I think my making it a CUP situation, that it would help.

Chairman Rishel- It strikes me that the conditional uses already in the regulations are mostly industrial uses and then you see Child Care Centers.

Member Weber- That's just a conditional use. I-2 also includes wholesale but not retail. If his store was wholesale it wouldn't be an issue. And the child care centers...wow.

Secretary Kentner- When we were researching this and asked them to see if they could find another location, they ran into some roadblocks that were inappropriate for our community to be considering. It's unfortunate but that's another topic.

Chairman Rishel- We have spent much money and time working to make this place a multi-cultural community and this is the first step to do something about it.

Member Lopez- I think it's the right thing to do based on the continuing growth of our community.

Member Lucas- I agree and making it conditional gives an opportunity to decide whether it's an appropriate location or not.

Member Laubach- I think the simple solution is to make it a conditional use that way you aren't allowing your zoning to be corrupted and you can still control what goes on.

Member Howard- The culture shouldn't matter. He's a business man who wants to open a business.

Member Laubach- The whole idea of a CUP is that it doesn't matter what the race, creed or nationality is. It's based on the use.

Member Lucas- At the end of the day, it's a question of whether this is the appropriate location for this use. Retail is going to keep growing out into the corners of the community as the City grows.

Member Laubach- I can't speak for the members of the BZA, but I am on the board and this would be no problem for me.

Secretary Kentner- Just a point of clarification, this amendment is only looking at the I-2 district. Do we want to extend it to the I-1 district as well? I-1 is light industrial, I-2 is medium industrial and I-3 is

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heavy industrial. I wouldn't recommend it in I-3 at all but I-1 is actually less restrictive than I-2 which is where this building is located.

MEMBER LOPEZ MAKES MOTION TO APPROVE RETAIL USE AS A CUP IN I-1 AND I-2 DISTRICTS.

MEMBER LAUBACH SECONDS MOTION.

Member Weber- If this passes, it's on hold until the governing body passes, denies or amends it. And the City could pass it and the County may not.

Secretary Kentner- Well, right now this is only a Garden City case. If it came up in the County, then we'd look into amending it.

Member Weber- I'm sure they'll catch wind of it.

Member Laubach- So he can continue to operate until the decision is made?

Secretary Kentner- Yes, the governing body will make this official.

Member Howard- I just want to make sure that the conditional use will be based on the location only and not nationality.

Member Weber- This doesn't apply to the location. Anywhere there is I-1 or I-2 in Garden City, they can get a CUP.

Member Laubach- So from here it goes to the BZA.

Member Weber- The City Commission has to want to adopt the amendment and then it would go to the BZA for approval of the CUP. So it's a multi-step process. As a downtown business, I know that there are retail spaces available for rent but I do understand what part of the town you want to be in and where you want to focus your business. I just want to be sensitive to those who currently have retail space for rent but have no qualms with this request.

Secretary Kentner- That could be something that the BZA takes into consideration if there are other places available.

Chairman Rishel- I think Jim's request would be addressed with a business license.

Votes were taken by yeas and nays and recorded as follows:

Weber	Lucas	Gigot	Howard	Law	Lopez	Laubach	Rishel	Sheets
Yea	Yea	Yea	Yea	Yea	Yea	Yea	Yea	Not Present

Motion passed.

ORDINANCE NO. _____-2014

AN ORDINANCE REGULATING THE "I-1" LIGHT INDUSTRIAL DISTRICT AND THE "I-2" MEDIUM INDUSTRIAL DISTRICT IN THE CITY OF GARDEN CITY, KANSAS; AMENDING ZONING REGULATIONS FOR THE CITY OF GARDEN CITY, KANSAS; AMENDING ZONING REGULATION SECTIONS 17.030 AND 18.030; REPEALING IN ITS ENTIRETY CURRENT ZONING REGULATION SECTIONS 17.030 AND 18.030; ALL TO THE CODE OF ORDINANCES OF THE CITY OF GARDEN CITY, KANSAS.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GARDEN CITY, KANSAS:

SECTION 1. Section 17.030 of the Zoning Regulations for the City of Garden City, Kansas, is hereby amended to read as follows:

17.030 CONDITIONAL USES. The following uses and structures may be permitted only after they have been reviewed and approved as required by Article 29.

- (A) Towers. (Ord. # 2074, 10/27/98)
- (B) Radio Towers.
- (C) Television Towers.
- (D) Telephone Transmission Buildings.
- (E) Child Care Centers.
- (F) Any structure built or any building remodeled or moved in for use as quarters for night watchman for security purposes. (Ord. # 1843, 3/8/94)
- (G) Mobile Home Sales. (Ord. # 1850, 6/20/94)
- (H) Retail Stores

SECTION 2. Section 18.030 of the Zoning Regulations for the City of Garden City, Kansas, is hereby amended to read as follows:

18.030 CONDITIONAL USES. The following uses and structures may be permitted only after they have been reviewed and approved as required by Article 29.

- (A) Towers. (Ord. # 2074, 10/27/98)
- (B) Radio Towers.
- (C) Television Towers.
- (D) Telephone Transmission Buildings.
- (E) Electric Power Plant
- (F) Child Care Centers.
- (G) Any structure built or any building remodeled or moved in for use as quarters for night watchman for security purposes. (Ord. # 1843, 3/8/94)
- (H) Retail Stores

SECTION 3. The Zoning Regulations for the City of Garden City, Kansas, Sections 17.030 and 18.030 as previously existing, are hereby repealed, to be replaced as specified in this ordinance. All Zoning Regulation Sections not specifically amended or deleted herein shall remain in full force and effect.

SECTION 4. This ordinance shall be in full force and effect from and after its publication in the Garden City Telegram, the official city newspaper.

APPROVED AND PASSED by the Governing Body of the City of Garden City, Kansas, this 6st day of May, 2014.

ROY CESSNA, Mayor

ATTEST:

CELYN N. HURTADO, City Clerk

APPROVED AS TO FORM:

RANDALL D. GRISELL

City Counselor

(Published in The Garden City Telegram on the _____ day of _____, 2014)

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE REMOVAL OF NUISANCE CONDITIONS FROM THE PROPERTY LISTED BELOW IN THE CITY OF GARDEN CITY, KANSAS, PURSUANT TO SECTION 38-139 OF THE CODE OF ORDINANCES OF THE CITY OF GARDEN CITY, KANSAS.

WHEREAS, the Governing Body of the City of Garden City has declared it unlawful for any person to maintain nuisance conditions on private property within the City of Garden City, and

WHEREAS, the resident and/or owners of the private property at the address listed herein have been notified pursuant to Section 38-137 of the Environmental Code of Ordinances and have neither abated the nuisance conditions nor requested a hearing before the Governing Body.

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the City of Garden City, Kansas:

SECTION 1. Ten (10) days after passage of this Resolution, and after notification of person in violation by one of the methods prescribed in Section 38-139, the Public Officer is hereby authorized to abate the following nuisance conditions:

407 W. Mary Street- Miscellaneous appliances & scrap metal on property

SECTION 2. The abatement costs incurred by the City shall be charged against the lot or parcel of ground on which the nuisance is located.

PASSED AND APPROVED by the Governing Body of the City of Garden City, Kansas, on this 6th day of May, 2014.

Roy Cessna, MAYOR

ATTEST:

Celyn N. Hurtado, CITY CLERK

407 W. MARY STREET



RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE REMOVAL OF MOTOR VEHICLE NUISANCES FROM CERTAIN PROPERTIES IN THE CITY OF GARDEN CITY, KANSAS, PURSUANT TO SECTION 38-63 OF THE CODE OF ORDINANCES OF THE CITY OF GARDEN CITY, KANSAS.

WHEREAS, the Governing Body of the City of Garden City has declared it unlawful for any person to maintain a motor vehicle nuisance on private property within the City of Garden City, and

WHEREAS, the residents and/or owners of the private property at the addresses listed herein have been notified pursuant to Section 38-63 of the Code of Ordinances and have neither abated the nuisance conditions nor requested a hearing before the Governing Body.

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the City of Garden City, Kansas:

SECTION 1. Ten (10) days after passage of this Resolution the Public Officer is hereby authorized to abate the following motor vehicle nuisance conditions:

- 401 N. 4th Street- Inoperable and/or unregistered vehicle-Yellow 2 Door Car*
- 705 N. Taylor Avenue- Inoperable and/or unregistered vehicle- Black Nissan Truck*
- 601 Jenny Avenue- Inoperable and/or unregistered vehicle-Silver Ford Explorer,*
- 601 E. Kansas Avenue- Inoperable and/or unregistered vehicle- Silver Dodge Ram Pickup*
- 407 W. Mary Street-Inoperable and/or unregistered vehicle- Green Ford Mini-van & Silver Dodge Neon*
- 2602 Chainey Street-Inoperable and/or unregistered vehicle-Red Dodge Ram Pickup*
- 225 Inge Avenue- Inoperable and/or unregistered vehicle-Red GMC Jimmy, Black Dodge Ram Pickup & Beige Motorhome*

SECTION 2. The abatement costs incurred by the City shall be charged against the lots or parcels of ground on which the motor vehicle nuisance is located.

PASSED AND APPROVED by the Governing Body of the City of Garden City, Kansas, on this 15th day of April, 2014.

Roy Cessna, MAYOR

ATTEST:

Celyn N. Hurtado, CITY CLERK

401 N. 4th STREET



705 N. TAYLOR AVENUE



601 JENNY AVENUE



2602 CHAINEY



225 INGE AVENUE



407 W. MARY STREET



601 E. KANSAS AVENUE





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Memorandum

To: City Commission
Date: April 22, 2014
From: Michelle Stegman
RE: Cultural Relations Board Resolution Amendment Recommendation

Issue

The Cultural Relations Board seeking City Commission concurrence with the recommendations of revising the resolution to extend membership from Garden City to Finney County and changing the quorum requirements from five board members to a majority of current board members.

Background

The Cultural Relations Board resolution 1569 was revised on March 4, 2011 to accurately reflect the current role of the board. Since that time, Staff has noticed that with board turnover and member commitments it can be a challenge to hold a monthly meeting. Leon Wilkerson and Simon Muturi recently resigned from the board to accept jobs in other cities. With four terms expiring in December 2014, the Cultural Relations Board recommends expanding the membership to Finney County to attract more board members that are reflective of the diversity of Finney County.

Alternatives

1. Approve the slate of recommendations as presented.
2. Recommend and approve any combination or variation of the recommendations presented.
3. Do not amend the resolution.

Recommendations

Amend Cultural Relations Board Resolution 1569 to extend membership from Garden City to Finney County and changing the quorum requirements from five board members to a majority of current board members (Attachment 1 and Attachment 2 is the 2011 Resolution)

Fiscal Note

None

RESOLUTION NO. _____

A RESOLUTION AMENDING THE PURPOSE, STRUCTURE, MEMBERSHIP AND RESPONSIBILITIES OF THE CULTURAL RELATIONS BOARD OF THE CITY OF GARDEN CITY, KANSAS.

WHEREAS, in February 1991, through Resolution No. 1569, the Governing Body of the City of Garden City, Kansas (Governing Body) created the Cultural Relations Board; and

WHEREAS, to make the Cultural Relations Board more efficient and effective, changes to the purpose, structure, membership and responsibilities of the Cultural Relations Board need to be adopted; and

WHEREAS, it is the policy of the City of Garden City, Kansas (City) to promote and foster goodwill, and through cooperation and conciliation among all groups and segments of the population, to eliminate and prevent within its boundaries all forms of discrimination based upon race, color, creed, religion, gender, sexual orientation, national origin or ancestry.

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the City of Garden City, Kansas as follows:

SECTION 1.

1. The purpose of the Community Relations Board (Board) shall be to advise the Governing Body on matters related to minority communities within the City, to monitor the policies and practices of the City to ensure fair and equitable application, and to act as a resource for intercultural awareness, education, and celebration among all people. In its advisory capacity, the Board shall promote amicable relations among the various segments of the population which comprise the City, help preserve and further the good name of the City for tolerance and fairness, promote better relations amongst its people, and help make it possible for each citizen to develop talents, abilities, and opportunities without limitations. The Board shall investigate, and use when necessary, community resources, agencies, groups and individuals to further the purposes and goals of the Board.

2. The membership of the Board shall be comprised of nine (9) representatives, appointed for no more than two (2) consecutive three (3) year terms by the Mayor of the City with the advice and consent of the entire Governing Body. Resolution No. 2196 shall govern advisory board term limits.
3. A nomination for Board membership shall be made through application to the Board for consideration by the Mayor and Governing Body members.
4. Each Board member may reside either within the City or Finney County. Board membership shall be representative of the diversity of Finney County.
5. The Board shall meet one time per month, in a place and time designated by the chairperson or liaison. A quorum shall consist of a majority of current board members.
6. The Human Resource Director of the City shall serve as liaison to the Board. The liaison shall assist the Board in the performance of its duties, keep records of the proceedings of the Board, and notify members of the date, time, and place of meetings of the Board.
7. The Board, with the prior approval of the Governing Body, may expend funds, may receive legally acceptable contributions from persons or governmental units to assist in its efforts, and may enlist the assistance of charitable, religious, labor, civic, or benevolent organizations for the purposes set forth herein. All funds shall be received and disbursed in the name of the City. A budget provision for such receipts and expenditures shall be made part of the City's operating budget.
8. The Board shall report and make recommendations to the Governing Body of the City at regularly scheduled meetings of the Governing Body, through approved meeting minutes or when requested by the Governing Body.

SECTION 2. This resolution shall supersede and replace Resolution No. 1569 as specified herein.

SECTION 3. This resolution shall be effective from and after its publication in the Garden City Telegram, the official City newspaper.

IT IS SO RESOLVED THIS _____ DAY OF _____, 2014, BY THE GOVERNING BODY OF THE CITY OF GARDEN CITY, KANSAS.

Roy Cessna, Mayor

ATTEST:

Celyn Hurtado, City Clerk

APPROVED:

Randall D. Grisell, City Counselor

RESOLUTION NO. 2393-2011

A RESOLUTION AMENDING THE PURPOSE, STRUCTURE, MEMBERSHIP AND RESPONSIBILITIES OF THE CULTURAL RELATIONS BOARD OF THE CITY OF GARDEN CITY, KANSAS.

WHEREAS, in February 1991, through Resolution No. 1569, the Governing Body of the City of Garden City, Kansas (Governing Body) created the Cultural Relations Board; and

WHEREAS, to make the Cultural Relations Board more efficient and effective, changes to the purpose, structure, membership and responsibilities of the Cultural Relations Board need to be adopted; and

WHEREAS, it is the policy of the City of Garden City, Kansas (City) to promote and foster goodwill, and through cooperation and conciliation among all groups and segments of the population, to eliminate and prevent within its boundaries all forms of discrimination based upon race, color, creed, religion, gender, sexual orientation, national origin or ancestry.

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the City of Garden City, Kansas as follows:

SECTION 1.

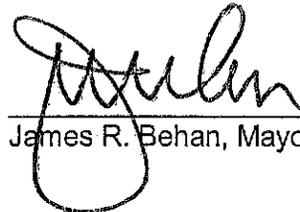
1. The purpose of the Cultural Relations Board (Board) shall be to advise the Governing Body on matters related to minority communities within the City, to monitor the policies and practices of the City to ensure fair and equitable application, and to act as a resource for intercultural awareness, education, and celebration among all people. In its advisory capacity, the Board shall promote amicable relations among the various segments of the population which comprise the City, help preserve and further the good name of the City for tolerance and fairness, promote better relations among its people, and help make it possible for each citizen to develop talents, abilities, and opportunities without limitations. The Board shall investigate, and use when necessary, community resources, agencies, groups and individuals to further the purposes and goals of the Board.
2. The membership of the Board shall be comprised of nine (9) representatives, appointed for no more than two (2) consecutive three (3) year terms by the Mayor of the City with the advice and consent of the entire Governing Body.
3. A nomination for Board membership shall be made through application to the Board for consideration by the Mayor and Governing Body members.
4. Each Board member shall reside within the City. Board membership shall be representative of the diversity of the City.
5. The Board shall meet one time per month, in a place and time designated by the chairperson or liaison. A quorum shall consist of five (5) members.

6. The Human Resource Director of the City shall serve as liaison to the Board. The liaison shall assist the Board in the performance of its duties, keep records of the proceedings of the Board, and notify members of the date, time, and place of meetings of the Board.
7. The Board, with the prior approval of the Governing Body, may expend funds, may receive legally acceptable contributions from persons or governmental units to assist in its efforts, and may enlist the assistance of charitable, religious, labor, civic, or benevolent organizations for the purposes set forth herein. All funds shall be received and disbursed in the name of the City. A budget provision for such receipts and expenditures shall be made part of the City's operating budget.
8. The Board shall report and make recommendations to the Governing Body of the City at regularly scheduled meetings of the Governing Body, through approved meeting minutes or when requested by the Governing Body.

SECTION 2. This resolution shall supersede and replace Resolution No. 1569 as specified herein.

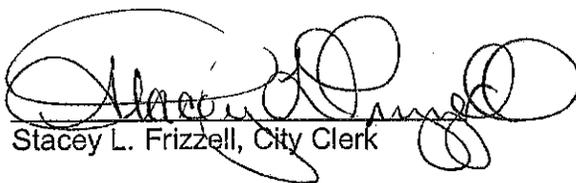
SECTION 3. This resolution shall be effective from and after its publication in the Garden City Telegram, the official City newspaper.

IT IS SO RESOLVED THIS 1st DAY OF MARCH, 2011, BY THE GOVERNING BODY OF THE CITY OF GARDEN CITY, KANSAS.



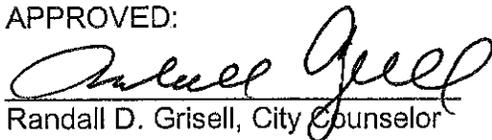
James R. Behan, Mayor

ATTEST:



Stacey L. Frizzell, City Clerk

APPROVED:



Randall D. Grisell, City Counselor

Old Business



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Memo

To: City Commission
From: Kaleb Kentner
CC: File
Date: April 23, 2014
Re: Consideration of Rental Inspections Programs

ISSUE: Consideration of Rental Inspections Programs

BACKGROUND: At the joint City, County, and Holcomb meeting prior to the City Commission meeting on October 1, 2013, Staff was directed to further research alternatives for a Rental Inspections program within the City limits. Staff has reviewed several programs both inside the state of Kansas and in cities across the country. The rental programs researched by staff have commonalities, for example all programs require landlord registrations and most require facilities inspections. However, the inspection programs vary in frequency and extensiveness.

Each of the programs that have been researched have positive aspects. However, none fits Garden City ideally. Staff may either draft an ordinance for a program similar to programs from other cities or an ordinance for a program that would at least monitor minimum safety requirements. This program would still require a registration of rental properties and would inspect for such safety hazards as lack of operational smoke and carbon monoxide detectors, lack of proper ingress and egress windows, and lack of proper ADA accessibility where applicable, etc. The program could be administered by the the Fire Department or Planning & Community Development Department.

Staff was Directed by the Commission On December 17, 2013 to research and develop a plan to include landlord registration and a standard inspection form for rental properties. The Chamber of Commerce facilitated a meeting for landlords on February 21, 2014 regarding potential rental inspection programs pertaining to registrations and check list requirements.

Generally we have received comments that the current program is working and does not need to change. It was also suggested by some that the City should have tougher penalties for violators of the current program. We also received comments that any new inspection program should be self enforced and tenants can provide copies of a checklist when they turn their utilities on at the City.

Based on comments and research the following items or any combination can be used to create a modified rental inspection program:

- A. Use of a standardized checklist; attached is a checklist based on the current code that could be used by landlords and tenants.
- B. Begin writing citations to violators of the current rental inspection program or a new modified program. Establish a minimum violation fee.
- C. Establish a registration program for all landlords and rental properties by ordinance and establish a fee schedule. The registration could run the calendar year or from July 1 to June 30th. Staff would recommend a free registration if landlords and their properties are registered within a 30 day time frame each year with a punitive fee for failure to register as a landlord and for each unit not registered by specified deadline.

Alternatives: The Commission may direct staff to:

1. Make No Changes, maintain current complaint based rental inspection program;



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2. Direct staff to modify the current complaint-based rental inspection program by writing citations for a class C offense which, if convicted, is up to a sum not exceeding \$500.00 to whom ever is responsible for failures to comply with the current minimum standards.
3. Direct staff to prepare a new, more comprehensive rental inspection program that will require landlords to register properties and provide checklists for regular inspections of properties and begin writing citations for class C offenses.
 - A. If this option was selected a budget would need to be created and authorization given to hire two additional staff and purchase necessary equipment. Staff would recommend a minimum funding of \$175,000.00 for year one.
 - B. Staff will need a minimum of 6 months prior to registration beginning for landlords to prepare for implementation. Registration could begin January 1, 2015 with a registration deadline of March 1st of each year. The registration would be free if registration is received prior to 8am March 1st of each year or a fee of \$250.00 per landlord and \$50.00 per unit would be required for late registration. Landlords would be required to register all units within 90 days of purchase or certificate of occupancies to avoid any fees.
 - C. The City will provide forms to be completed upon utility service requests for rental properties. We have attached a copy based on the City's housing code. This inspection checklist will be required for every tenant change in a rental property. All registered properties will require a new checklist to be provided every 7 calendar years starting January 1, 2015.
4. Adopt a hybrid rental inspection based on Alternative 2 and 3; or,
5. Do further research on the topic.

Recommendation: Staff requests direction from the Governing Body regarding this matter.

Fiscal Note: Depending on the availability of personell in the department administering the program, e.g. Fire or Inspections Departments, additional staff may be required. Any additional hours or staff required to administer the program may be completely or partially covered by the fees collected from registrations and inspections.

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City of Garden City

RENTAL HOUSING CHECKLIST

Landlords are responsible to ensure that their property meets or exceeds the minimum maintenance standards adopted by the City at the time of occupancy. For more information you may contact the Community Development Department at 620-276-1120.
Buildings or portions of buildings occupied for living, sleeping, cooking or dining purposes shall be designed to be used for such occupancies.

Landlord	Conditions	Tenant
	Water closet, lavatory, bathtub or shower in a dwelling unit is clean and operable	
	Kitchen sink in dwelling unit is working and operable	
	Hot and cold running water to plumbing fixtures in a dwelling unit are operable	
	Adequate heating facilities (working furnace capable of heating all habitable rooms to 65 degrees)	
	All ventilation equipment is operational	
	Minimum amounts of natural light and ventilation required by code are provided	
	Required electrical lighting is in working order	
	No dampness of habitable rooms	
	No infestation of insects, vermin or rodents	
	No dilapidation or improper maintenance	
	Connection to required sewage disposal system	
	Adequate garbage and rubbish storage and removal facilities (dumpster or polycarts)	
	All Ingress/Egress doors and windows open and close easily with working locks	
	No deteriorated, crumbling or loose plaster	
	No deteriorated or ineffective waterproofing of exterior walls, roof, foundations or floors, including broken windows or doors	
	No defective or lack of weather protection for exterior wall coverings, including lack of paint, or weathering due to lack of paint or to other approved protective covering	
	No defective or deteriorated flooring or floor supports	
	Members of walls, partitions or other vertical supports do not split, lean, list or buckle due to defective material or deterioration	
	Members of ceilings, roofs, ceiling and roof supports, or other horizontal members do not sag, split or buckle due to defective material or deterioration	
	No broken, rotted, split or buckled exterior wall coverings or roof coverings	
	Working smoke detector	
	Landlord has disclosed to tenants any known information on lead-based paint and lead-based hazards present in dwelling unit	

NOTICE

Both tenants and landlords are required to maintain minimal occupancy standards including but not limited to:

- **Do not allow any attractive nuisance that may prove detrimental to children whether in a building, on the premises of a building or on an unoccupied lot.**
- **Do not overcrowd a room with occupants**
- **Maintain sufficient ventilation and illumination.**
- **Maintain adequate and sanitary sewage or plumbing facilities.**
- **Maintain dwelling unit and property free of trash, debris, junked appliances/furniture, etc.**
- **Do not maintain untagged, unlicensed or inoperable vehicles on the premises.**

Describe Unsatisfactory Condition:

Leaseholder (Print): _____ / (Sign) _____ Date: _____

Landlord (Print): _____ / (Sign) _____ Date: _____

Address: _____

New Business

MEMORANDUM

TO: GOVERNING BODY

FROM: Steve Cottrell

DATE: 29 April 2014

RE: KDOT SAFE ROUTES TO SCHOOLS PROJECT APPLICATION

ISSUE

KDOT has announced the application process for the Kansas Safe Routes to Schools Program for FY 2014.

BACKGROUND

We received funding under this program in 2011, and that project was completed last fall. The primary focus of this program is on children in Kindergarten through 8th grade. Funding is available for construction of sidewalks, pathways, etc. as well as non-construction items such as public awareness campaigns, educational programs, and traffic enforcement in school areas.

The program funding has changed this year, and now provides only 80% for sidewalk and pathway construction projects, to a maximum of \$200,000.00, with a 20% local match. Previously, \$250,000 with no local match was available.

We would use the 2011 SRTS Master Plan as the basis of the application, getting input from the affected schools. The accompanying map shows the remaining needs from the 2011 Master Plan. We will work with USD 457 and LiveWell Finney County in preparation of the application which is to be submitted by July 18th.

ALTERNATIVES

The Governing Body may support an application or decide not to submit an application.

RECOMMENDATION

Staff is prepared to work on an application if authorized by the Governing Body.

FISCAL

As 80% of the construction cost is provided by KDOT, the City's 20% match could be a budgeted expense, or bonded, in 2015.

Steve Cottrell

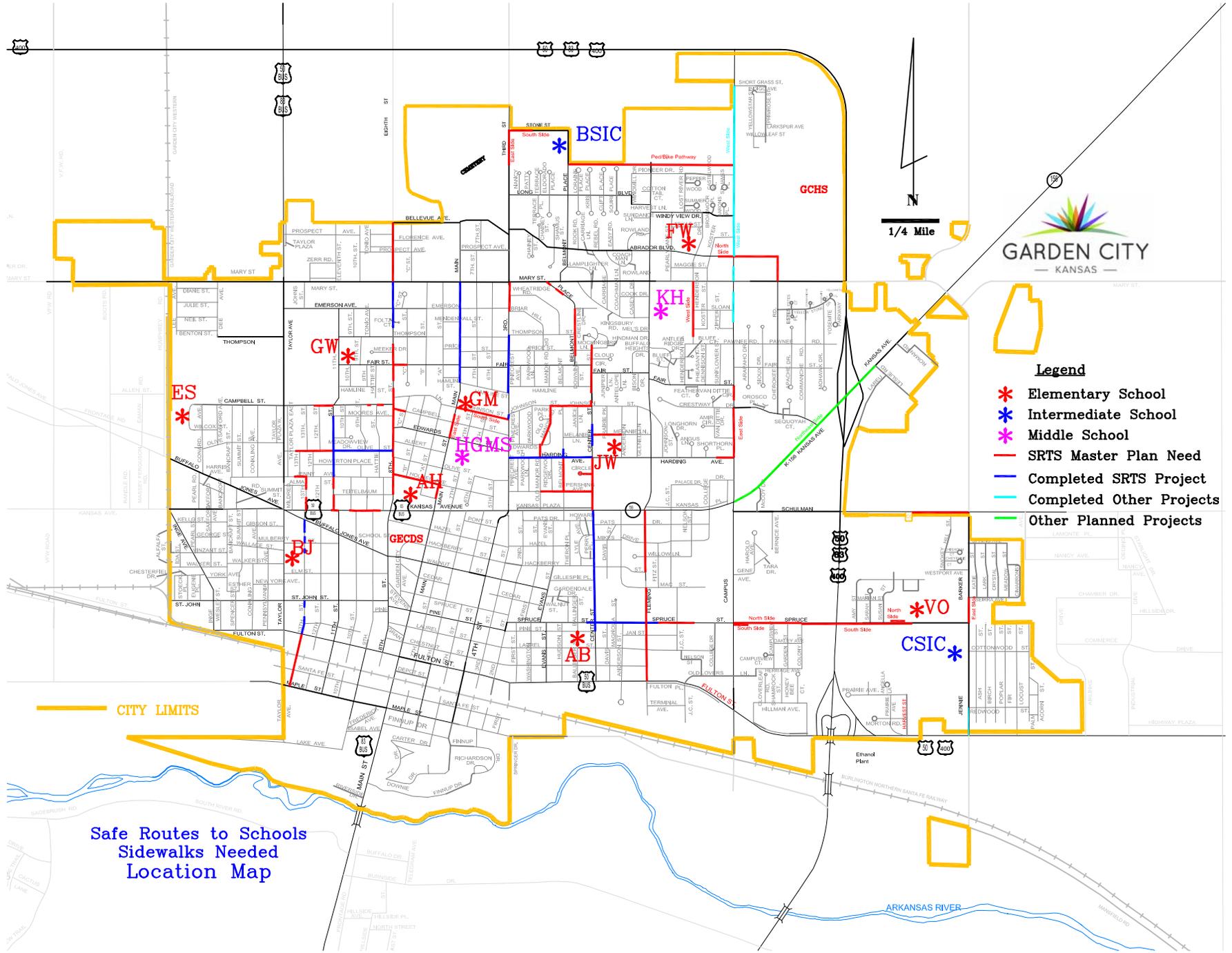


Engineering Department

Steven F. Cottrell, P.E.,
City Engineer

C.W. Harper, P.E.
Assistant City Engineer

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Legend

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- * Intermediate School
- * Middle School
- SRTS Master Plan Need
- Completed SRTS Project
- Completed Other Projects
- Other Planned Projects

**Safe Routes to Schools
Sidewalks Needed
Location Map**

1/4 Mile



CITY LIMITS

ARKANSAS RIVER

Ehman
Plan

MEMORANDUM

TO: GOVERNING BODY

FROM: Steve Cottrell

DATE: 29 April 2014

RE: KDOT FUND EXCHANGE PROGRAM

ISSUE

KDOT has requested applications for the 2014 fund exchange program, where we can exchange the federal funds for state funds and have more flexibility with projects. Staff is requesting direction from the Governing Body relating to an application for state funding.

BACKGROUND

This is the fourth year of the fund exchange program, which replaced the old STP project rotational process. The federal to state funds exchange rate is 90% and a local match is not required. After a State and City fund exchange agreement is executed, the project is developed as a standard city project – we design and let the project to bid, award a construction contract, and start the work. On a monthly basis, we invoice KDOT for reimbursement of our expenses.

The City is required to use the state funds for specific types of road or bridge improvement projects. Acceptable projects include, but are not limited to, the following:

- Roadway construction, reconstruction, or rehabilitation.
- Pavement preservation including mill/overlay, sealing, patching, or crack sealing.
- Safety improvements including traffic signals or installation of turn lanes.
- Construction or reconstruction of sidewalks, ADA ramps, or pedestrian signals.
- Replacement of deteriorated curb and gutter.
- Storm sewer repairs to restore or enhance positive drainage.
- Bridge construction, replacement, rehabilitation, repair, or removal.

The state funds may be used for all phases of a project – design engineering, right-of-way acquisition, utility relocations, construction, and construction inspection. Funds can be “stockpiled” for up to three years, to cover more expensive projects. KDOT estimates that Garden City would be eligible for \$313,658.62 in FFY 2014, or \$282,292.76 in state exchange funds.



Engineering Department

Steven F. Cottrell, P.E.,
City Engineer

C.W. Harper, P.E.
Assistant City Engineer

CITY ADMINISTRATIVE
CENTER
301 N. 8TH
P.O. BOX 998
GARDEN CITY, KS
67846-0998
620.276.1130
FAX 620.276.1137
www.garden-city.org



**Engineering
Department**

Steven F. Cottrell, P.E.,
City Engineer

C.W. Harper, P.E.
Assistant City Engineer

We are currently completing work on the 2012 projects, the west side of Chainey Street north of Labrador Boulevard. Our 2013 project is under contract for Shamus Street, north of Labrador Boulevard and Rebel Road. This work will be completed later this summer.

Three options for a 2014 project have been identified:

Option 1: The Local Street Reconstruction Program – a multi-year program which began in 2011 – has been our source of project recommendations. The following streets are in the worst condition:

- Easy Street, north of Labrador Boulevard \$120,000
- Shamus Street, south of Labrador Boulevard \$120,000

Option 2: Since we have been in the Labrador Ridge area for 3 consecutive years, we could shift to other streets and neighborhoods. These have also been identified as needing attention.

- Buffalo Jones Avenue from 5-Points to 13th \$100,000
- Walnut St. from Eighth Street to Garden City Av. \$179,000

Option 3: Shift away from reconstruction work to street sealing arterials and collectors with the more expensive “slurry” seal.

- See map \$250,000

ALTERNATIVES

- 1) Submit an application for Option 1, 2 or 3, or other streets selected by the Governing Body.
- 2) Defer application for these funds and carry over for a larger project in 2015.

RECOMMENDATION

Direction from the Governing Body is requested.

FISCAL

The fund exchange program can allow the City to avoid debt financing or do additional projects. The City will have to borrow funds from the Community Trust Fund until repaid by monthly reimbursements from KDOT.

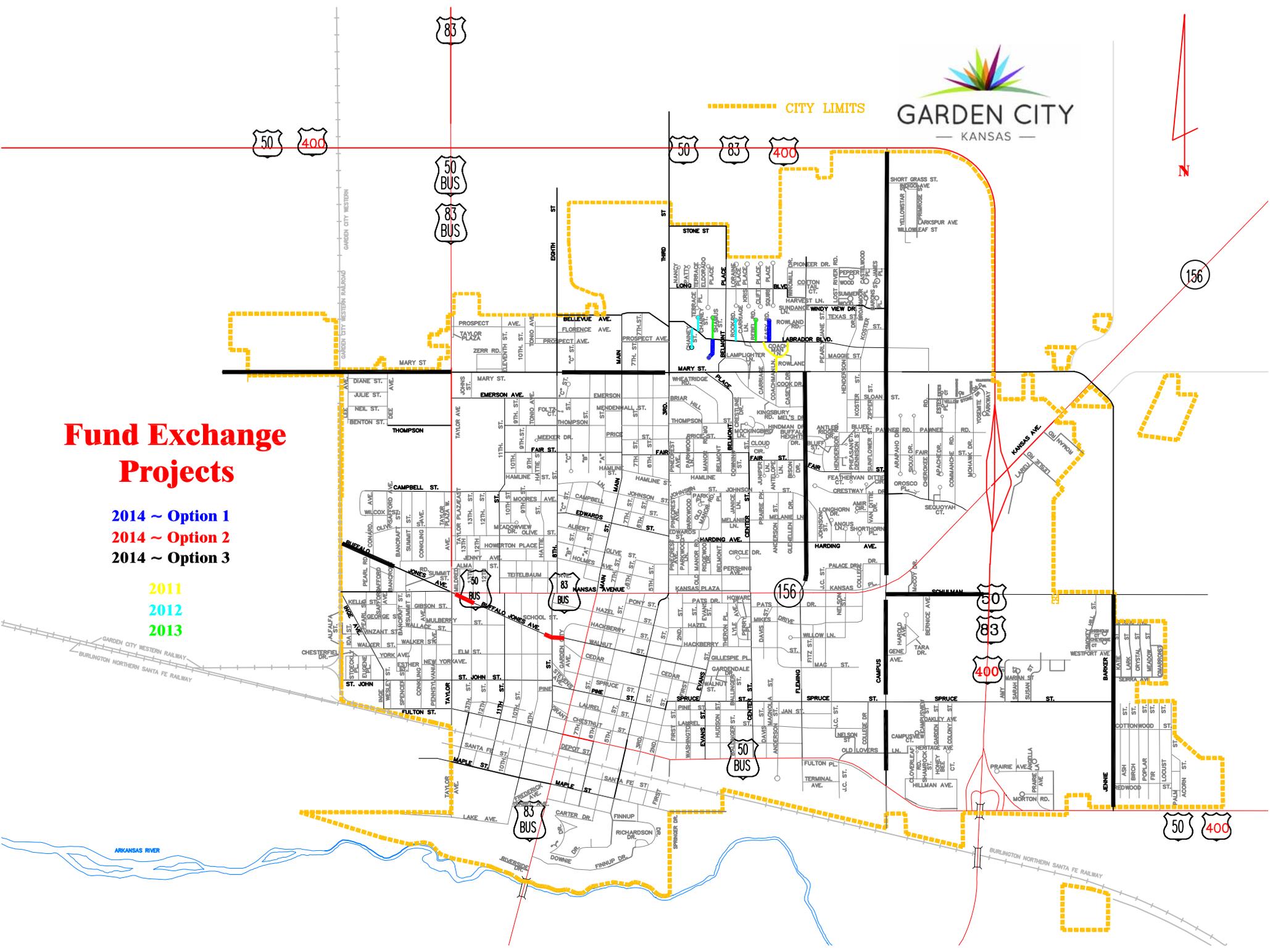
CITY ADMINISTRATIVE
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Fund Exchange Projects

- 2014 ~ Option 1
- 2014 ~ Option 2
- 2014 ~ Option 3

- 2011
- 2012
- 2013



156

50 400

83

50 400

50 BUS

83 BUS

50 83 400

50 BUS

83 BUS

50

83

400

50 BUS

83 BUS

50 400

CITY LIMITS

ARKANSAS RIVER

BURLINGTON NORTHERN SANTA FE RAILWAY

GARDEN CITY WESTERN RAILROAD

GARDEN CITY WESTERN RAILWAY
BURLINGTON NORTHERN SANTA FE RAILWAY



**PUBLIC UTILITIES
DEPARTMENT**

MIKE MUIRHEAD
Public Utilities
Director
301 N 8th St
620.276.1577

CLIFF SONNENBERG
Electric Service's Center
Superintendent
140 Harvest Ave
620.276.1290

FRED JONES
Water Department
Resource Manager
106 S 11th St
620.276.1292

ED BORGMAN
Waste Water
Superintendent
345 S Jennie Barker Rd
620.276.1281

CITY ADMINISTRATIVE
CENTER
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67846-0998
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www.garden-city.org

MEMORANDUM

TO: Governing Body
THRU: Matt Allen, City Manager
FROM: Mike Muirhead, Public Utilities Director
DATE: April 30, 2014
RE: Memorandum of Understanding

ISSUE:

This Memorandum of Understanding (MOU) was developed as a mechanism to allow the City of Garden City the option to switch water supply to the Bonanza Bioenergy Ethanol plant from treated water to non-treated water, for a discounted rate. It also outlines that efforts will be taken by the City to create a new industrial utility water rate by ordinance, on or before January 1, 2015.

BACKGROUND:

The Water Department has provided treated water service to the Bonanza Bioenergy Ethanol plant since it was constructed in 2006. It has now been determined that the plant could operate on non-treated water that could be provided by the City at a lessor rate.

ALTERNATIVES:

1. Approve the MOU and authorize the Mayor to sign, and the City Clerk to attest.
2. Do not approve the MOU and do not authorize the Mayor to sign, and the City Clerk to attest.

RECOMMENDATIONS:

1. Staff recommends approval of the MOU and authorization for the Mayor to sign, and the City Clerk to attest.

FISCAL NOTE:

The change in rates will result in an annual decrease in revenues to the water utility enterprise account of approximately \$80,500.00.

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (Memorandum) is entered into this ____ day of May, 2014, between the City of Garden City, Kansas (City), and Bonanza Bioenergy, LLC (Bonanza).

WHEREAS, City provides water to the Bonanza ethanol plant located at 2830 East Highway 50, Garden City, Kansas (Ethanol Plant); and

WHEREAS, the water provided by City to Bonanza is at the rate established by the Code of Ordinances of the City, Chapter 90, Article IV, Section 90-177(2)(c); and

WHEREAS, City and Bonanza have engaged in discussions to bring about the reduction in the water rate charge by City to Bonanza as a precursor to City creating a new industrial utility water rate by ordinance, on or before January 1, 2015.

NOW, THEREFORE, the parties enter into this Memorandum, and agree as follows:

1. Effective May 1, 2014, or on the first day of the month after this Memorandum is approved by the Governing Body of City, whichever date is later, the water rate charge by City to Bonanza for water provided to Bonanza at its Ethanol Plant shall be \$1.40 per 1,000 gallons.

2. Bonanza understands and agrees that the water which may be provided by City to Bonanza at the Ethanol Plant, in the discretion of City, can be either raw (untreated) water or treated water.

3. This Memorandum shall be effective on May 1, 2014, or the date approved by the Governing Body of City, whichever date is later, and shall continue for a period of five (5) years.

4. At the end of the five year period established in this Memorandum, the industrial utility water rate established by the Governing Body, by ordinance, will become effective and will be the rate charged by City to Bonanza for the water provided to the Ethanol Plant.

5. The parties acknowledge that this Memorandum is entered into for the purpose of reducing the water utility cost for Bonanza at the Ethanol Plant, and in exchange, providing City with the flexibility of providing raw or treated water to the Ethanol Plant, prior to a new industrial utility water rate being established by the Governing Body in the future.

This Memorandum is acknowledged and approved as set forth below.

CITY OF GARDEN CITY, KANSAS,

Date

By: _____
Roy Cessna, Mayor

ATTEST:

Celyn N. Hurtado, City Clerk

BONANZA BIOENERGY, LLC

Date

By: _____
Tom Willis, Chief Executive Officer

Consent Agenda



To: Governing Body
 From: Rachelle Powell
 Date: April 25, 2014
 RE: Airport Improvement Project 3-20-0024-35- Snow Removal Equipment

ISSUE

Governing Body consideration and rejection of bids for Snow Removal Equipment at Garden City Regional Airport.

BACKGROUND

Airport Improvement Project 3-20-0024-35 (AIP-35) consists of acquiring snow removal equipment including a 2,500 tph Rotary Plow (blower) that is retrofitted to loader and a snow removal truck with a snowsweeper (broom). The snow removal equipment is 90% funded by the FAA and 10% funded by the City of Garden City. The 2,500 tph rotary plow and the truck with snowsweeper were bid separately. The bid information is below:

2,500 tph Rotary Plow (blower) -

Three bids were received on April 16, 2014. Kodiak submitted two of the three bids. Kodiak's bid alternate is considered an invalid bid as the rotary plow theoretically can move 2,500 tph, but is not certified. Please find additional information below:

	Total
Kodiak - Alternate	\$105,000
Kodiak	\$157,000
Wausau	\$175,815

Snow Removal Truck with Snowsweeper (broom) -

Five bids were received on April 16, 2014. Please find additional information below:

	Total
Kodiak Alt. Bid Single Engine	\$374,000
Kodiak Double Engine	\$394,000
Wausau	\$464,010
Oshkosh/Luby Equipment	\$464,531
M-B Companies, Inc.	\$471,787

At any time prior to execution of a contract agreement, the City of Garden City reserves the right to cancel the award for any reason without liability to the Bidder, with the exception of the return of the bid guaranty, at any time prior to execution of the contract.

ALTERNATIVES

1. Governing Body consideration and rejection of bids for Snow Removal Equipment at Garden City Regional Airport.
2. Governing Body consideration and acceptance of the low bids from Kodiak in the amount of \$531,000, subject to FAA concurrence and full grant approval.
 - a. Governing Body authorization for the City Manager to execute the FAA Grant Application.
 - a. Governing Body authorization for the Mayor and City Clerk to execute the contracts when the documents are returned by the contractors.

RECOMMENDATION

Governing Body consideration and rejection of all bids for Snow Removal Equipment at Garden City Regional Airport.

FISCAL NOTE

Upon rejection of all bids, the federal and city funds will be reallocated to the next Airport Improvement Project.

TASK ORDER NUMBER 1

Partial Parallel Taxiway F - Design

This Task Order is made as of _____, 20__ , under the terms and conditions established in the MASTER AGREEMENT FOR PROFESSIONAL SERVICES, dated January 21, 2014 (the Agreement), between the City of Garden City, Kansas (Owner) and HNTB Corporation (HNTB). This Task Order is made for the following purpose, consistent with the Project defined in the Agreement:

Provide design and bidding services for the construction of Partial Parallel Taxiway F. To assist in the development of contract documents for the project, the following local firms shall serve as subconsultants to HNTB: Cornerstone Professional Services shall provide topographic surveying services, Terracon Consultants Inc. shall provide geotechnical engineering services and Aviation Alliance, Inc. shall provide electrical engineering services.

Section A. – Scope of Services

A.1. HNTB shall perform the following Services:

1. Project Management
 - a. Perform project management; contract administration; Owner and FAA coordination; and sub consultant management of Cornerstone, Terracon and Aviation Alliance.
2. 35% Preliminary Design:
 - a. Conduct project kickoff meeting via conference call
 - b. Prepare design only grant application
 - c. Prepare KDHE permit
 - d. Prepare Storm Water Pollution Prevention Plan (SWPPP)
 - e. Review record drawings
 - f. Perform topographic survey. The following tasks shall be completed within the survey area limits presented in **Attachment A** and performed by Cornerstone:
 - i. Coordinate access to the project site with Rachelle Powell, Airport Director.
 - ii. Contact Kansas One-Call a minimum of 72 hours prior to survey activities.
 - iii. Obtain horizontal and vertical control using Kansas state plane coordinates. Establish two control points that can be used by the Contractor during construction to control horizontal and vertical alignments.
 - iv. Establish centerline of Runway 12-30 and Taxiway C.
 - v. Locate existing pavement edges and depict existing pavement's surface type (concrete, asphalt, gravel, etc.).
 - vi. Obtain elevation of existing concrete joint intersections.
 - vii. Provide cross sections along the paved areas every 50'
 - viii. Obtain elevations of existing ground using a 25 foot by 25 foot survey grid pattern.

- ix. Establish horizontal and vertical center position of structures such as manholes, concrete pads, fences, etc.
- x. Locate any existing drainage features, drainage ditches, invert elevations of drainage structures, etc.
- xi. Locate the horizontal and vertical position of all visible utilities and the horizontal position of all underground utilities.
- g. Review/Process topographic Survey
- h. Perform Geotechnical Engineering Analysis. The following tasks shall be performed by Terracon:
 - i. Coordinate with Kansas One-Call at least 72 hours prior to drilling activities
 - ii. Coordinate drill rig access to the project site with Rachelle Powell, Airport Director.
 - iii. Obtain four (4) soil borings and four (4) concrete cores. The four soil borings will be placed within the new pavement for Taxiway F. Each boring will be extended to a depth of about 10 feet or auger refusal, whichever occurs first. The four (4) 6 – inch diameter cores will extend through the pavement surfacing and underlying aggregate base course or treated subgrades if any. Refer to **Attachment B** for boring and core locations.
 - iv. Laboratory testing including unconfined compression testing, water content and density determinations
 - v. Atterberg limits tests and grain size analysis on two (2) representative samples of the near surface cohesive subgrade material to aid in classification and to obtain an indication of shrink/swell characteristics
 - vi. One (1) modified proctor (ASTM D 1557) and California Bearing Ratio (CBR) tests to be performed on the composite bulk samples of soil obtained from the borings.
 - vii. Two (2) additional modified Proctor and six (6) CBR tests will be performed to aid in evaluating the performance of various percentages of CKD and fly ash
 - a. Modified proctor tests performed with either 15% fly ash or 10% CKD.
 - b. CBR tests performed with 8%, 10% and 12% CKD and 13%, 15% and 17% fly ash.
 - viii. Prepare a report with the results of the field and laboratory programs as follows:
 - a. Computer generated boring logs with soil stratification based on visual soil classification
 - b. Summarized laboratory data
 - c. Groundwater levels observed during and after completion of drilling
 - d. Boring location plan
 - e. Subsurface exploration procedures
 - f. Encountered soil and bedrock conditions
 - g. Core thickness measurement
 - i. Review Geotechnical Report
 - j. Pavement Design using fleet mix from 2012 Airport Master Plan
 - k. Life Cycle Cost Analysis
 - l. Develop existing surface
 - m. Geometric Pavement Layout and Joint Layout

- n. Develop proposed geometry and surface
 - i. Horizontal alignments
 - ii. Vertical alignments
 - o. Grading and drainage design
 - p. Underdrain design
 - q. Erosion control layout
 - r. Marking layout
 - s. Perform Electrical Preliminary Design. The following tasks shall be performed by Aviation Alliance.
 - i. Develop preliminary lighting and signage layouts for taxiways within the project limits.
 - ii. Develop preliminary conduit layout and homerun duct bank.
 - iii. Develop preliminary electrical load calculations
 - t. Prepare 35% Submittal
 - i. Prepare 35% Engineer's Report
 - ii. Develop 35% Quantities and Engineer's Estimate
 - iii. Prepare 35% Plans
 - u. Perform Quality Assurance/Quality Control (QA/QC) review
 - v. Review 35% Submittal and Field Check with Owner @ GCK (2 people)
 - w. Formally Address Owner and FAA Comments
3. 95% Final Design:
- a. Prepare FAA 7460 form for obstruction evaluation
 - b. Prepare Construction Safety and Phasing Plan (CSPP)
 - c. Prepare 95% Submittal
 - i. Prepare 95% Engineer's Report
 - ii. Develop 95% Quantities and Engineer's Estimate
 - iii. Prepare 95% Plans
 - iv. Prepare 95% Specifications
 - d. Perform Quality Assurance/Quality Control (QA/QC) review
 - e. Review 95% Submittal and Field Check with Owner @ GCK (2 people)
 - f. Formally Address Owner and FAA Comments
4. Bidding Services:
- a. Assist Owner with Advertisement
 - b. Prepare/Distribute Issued for Bid (IFB) Documents
 - i. Prepare IFB Quantities and Engineer's Estimate
 - ii. Prepare IFB Plans
 - iii. Prepare IFB Specifications
 - c. Prepare and maintain plan holder's list
 - d. Conduct Pre-Bid Meeting with Owner @ GCK (2 people)
 - e. Answer Contractor Questions
 - f. Prepare Addenda
 - g. Conduct Bid Opening via conference call
 - h. Develop bid tabulation and make recommendation of award to Owner
 - i. Prepare grant application
 - j. Prepare construction contracts

A.2. The following Services are not included in this Task Order, but shall be provided as Additional Services if authorized or confirmed in writing by the Owner.

1. Additional site improvements not associated with and beyond the topographic survey limits
2. Physical locating of existing underground airport utilities through the use of ground-penetrating radar, utility potholing, or any other method. HNTB shall conduct a search for existing underground airport utility information based solely on Owner records.
3. HNTB Representative attendance at Bid Opening
4. Issued for Construction Plans and Specifications
5. Construction Observation Services for Partial Parallel Taxiway F
6. Project closeout services
7. Update of airport pavement management system report
8. Update of Airport Layout Plan drawings

A.3. In conjunction with the performance of the foregoing Services, HNTB shall provide the following submittals/deliverables (Documents) to Owner:

1. Project Management
 - a. Quarterly FAA Performance Reports
 - b. FAA Sponsor Certifications
 - c. SF 271 Form and Grant Drawdown Summary (electronic)
 - d. SF 425 Form (electronic)
 - e. Pre-Design Meeting Minutes (electronic)
 - f. Written response to all FAA and City comments
2. 35% Preliminary Design:
 - a. Grant Application (electronic)
 - b. KDHE Permit
 - c. Storm Water Pollution Prevention Plan (SWPPP)
 - d. 35% submittal shall include 35% Engineer's Report (including Engineer's estimate of construction cost) and 35% Plan Set. HNTB shall submit three (3) copies to the Owner and electronic copies to the FAA for review.
3. 95% Final Design:
 - a. FAA 7460 form for obstruction evaluation (electronic)
 - b. Construction Safety and Phasing Plan (CSPP)
 - c. 95% submittal shall include 95% Engineer's Report (including Engineer's estimate of construction cost), 95% Plan Set and 95% Specifications Manual. HNTB shall submit three (3) copies of each document to the Owner and electronic copies of each document to the FAA for review. Drawings to be included in the plan set are listed in **Attachment C**. Specifications to be prepared for the Specifications Manual are listed in **Attachment D**.
4. Bidding Services:
 - a. Issued for Bid (IFB) Submittal shall include IFB Plan Set and Specifications Manual. HNTB shall submit three (3) copies to the Owner, one (1) copy to a maximum of four (4) plan houses, one (1) copy to FAA, and copies to potential bidders as requested.
 - b. Addenda (if any) submitted electronically
 - c. Grant Application submitted electronically for Owner review. Upon Owner approval, two (2) copies shall be submitted to Owner for execution and submission to the FAA.
 - d. Construction contracts. HNTB shall submit six (6) copies to the Contractor for processing and submission to Owner. Upon execution, the Owner shall

distribute the Construction Contracts as follows: three (3) copies to Owner, one (1) copy to Contractor, one (1) copy to FAA, and one (1) copy to HNTB.

Section B. - Schedule

HNTB shall perform the Services and deliver the related Documents (if any) according to the following schedule:

- An executed Task Order shall constitute a Notice to Proceed (NTP) by the Owner.
- 35% submittal shall be submitted to the Owner and FAA for review within sixty (60) calendar days of receipt of approved survey and geotechnical report.
- Owner and FAA 35% review is expected to be completed within twenty one (21) calendar days. This duration is not under the control of HNTB.
- 95% submittal shall be submitted to the Owner and FAA for review within ninety (90) calendar days from receipt of 35% Comments.
- Owner and FAA 95% review is expected to be completed within twenty one (21) calendar days. This duration is not under the control of HNTB.
- IFB documents will be submitted to the Owner and FAA within thirty (30) calendar days from receipt of 95% comments
- The bid tabulation, recommendation of award, and FAA Grant Application will be submitted to the Owner within seven (7) calendar days of the bid opening
- Construction Contracts will be submitted to the successful bidder within seven (7) calendar days of the Owner's approval of the successful bidder.

Section C. - Compensation

C.1. For performing the Services identified within **Section A - Scope of Services**, the Owner shall pay HNTB a lump sum amount of **\$182,642.00**. HNTB may alter the compensation distribution between individual phases, tasks or work assignments to be consistent with the Services actually rendered, within the total lump sum amount.

C.2. The lump sum includes compensation for the Services, subconsultant costs, if any, and appropriate factors for labor, overhead, profit, and Reimbursable Expenses.

C.3. Although HNTB recognizes and accepts the ordinary risks and/or benefits of a lump sum fee structure, the parties agree to negotiate adjustment of the lump sum amount if there has been, or is to be, a material change in the: (a) scope, complexity or character of the Services or the Project; (b) conditions under which the Services are required to be performed; or (c) duration of the Services, if a change in the Schedule warrants such adjustment in accordance with the terms of this Agreement.

C.4. Any services rendered by HNTB beyond those described in **Section A - Scope of Services** shall be compensated on the same basis set forth in paragraph C.1.

C.5. HNTB's estimate of the amount that will become payable for Additional Services is only an estimate. If it becomes apparent that this estimated compensation amount will be exceeded, Owner shall agree in writing to additional compensation exceeding said estimated amount.

C.6. Progress Payments: Owner shall make monthly periodic progress payments for Services. The amounts due for Additional Services will also be invoiced monthly. Invoices shall be due and payable upon receipt.

C.7. Reimbursable Expense Definition: Reimbursable expenses include, but are not limited to, transportation, subsistence, reproduction of reports, drawings, specifications, and other Project documents, courier services, materials, supplies, equipment rental and other costs specific to the Project.

C.8. Timing of Services: The total compensation is based on the Services being performed according to the approved schedule and completed within twelve (12) months of the Owner written NTP. Should the time to complete the Services extend beyond this period, HNTB and Owner agree to negotiate an equitable change to the compensation maximum or to provide Additional Services on the basis set forth herein.

Section D. - Owner's Responsibilities

Owner shall perform and/or provide the following in a timely manner so as not to delay the Services of HNTB. Unless otherwise provided in this Task Order, Owner shall bear all costs incident to compliance with the following:

1. Provide an original executed Task Order.
2. Make documents such as record drawings and other pertinent airport reports available to HNTB.
3. Review all HNTB submittals and make decisions that affect the project in a timely manner to avoid schedule delays.
4. Provide information regarding local requirements regarding construction contracts (e.g., insurance limits) that shall be incorporated into the Special Provisions to HNTB.

Section E. - Other Provisions

The parties agree to the following provisions with respect to this specific Task Order:

1. No other provisions are incorporated.

IN WITNESS WHEREOF, Owner and HNTB have executed this Task Order.

City of Garden City, Kansas
(Owner)

HNTB Corporation
(HNTB)

Signature _____

Signature  _____

Name _____

Name Kevin Wallace, P.E. _____

Title _____

Title Vice President _____

Date _____

Date 7/18/14 _____



Plotted: February 6, 2014
 Time: 5:20 PM
 By: Ryan Shropshire
 Job No.: 44087-DS-006

HNTB
 7400 West 129th Street
 Suite 100
 Overland Park, KS 66213
 Phone 913.491.9333
 Fax 913.491.4865

No.	Revision	Date	By	Chkd.	App'd.

GARDEN CITY REGIONAL AIRPORT (GCK)
 GARDEN CITY, KANSAS



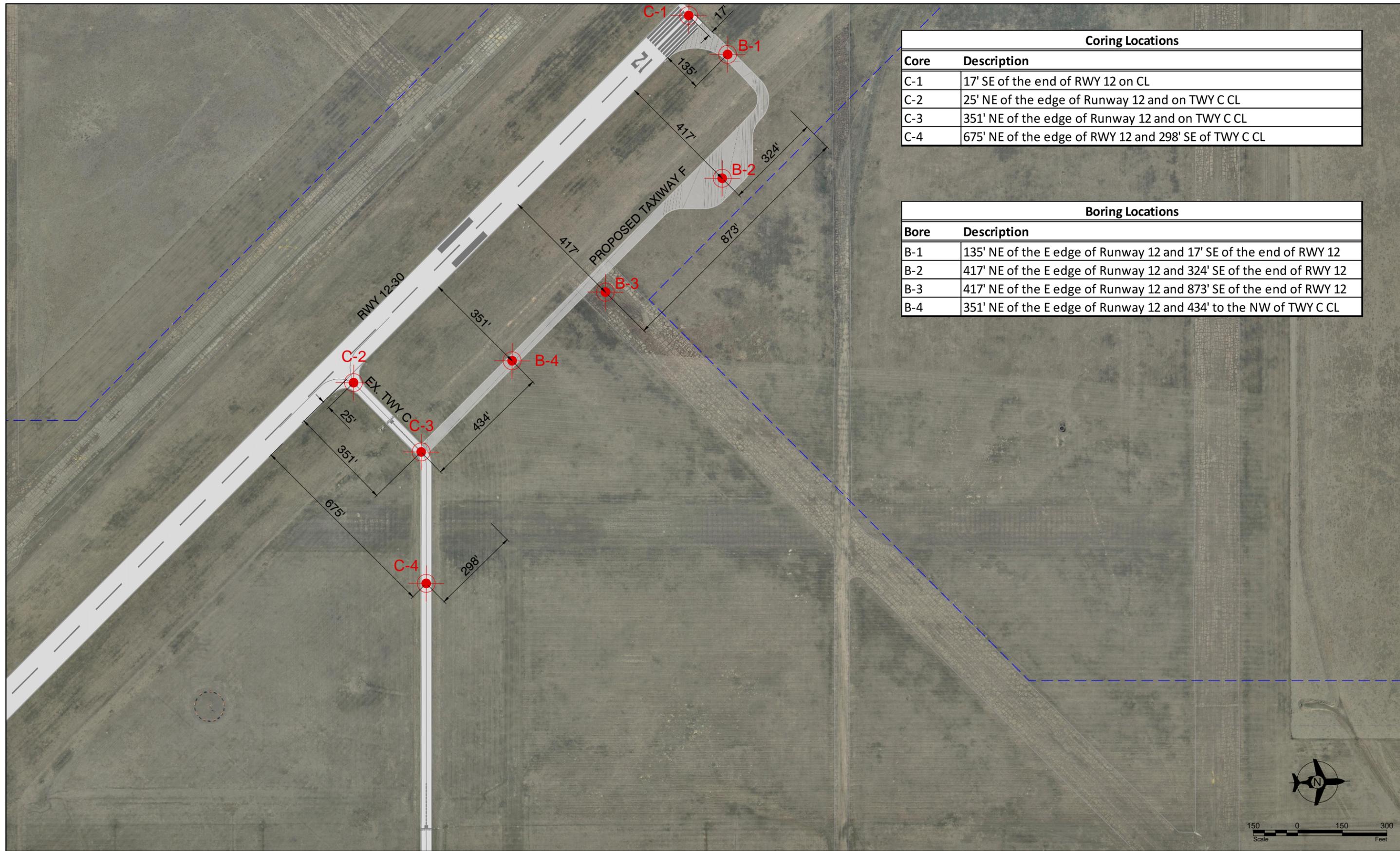
SURVEY LIMITS

File Name: SURVEYLIMITEXHIBIT.DWG	
Date: SEPTEMBER 9, 2013	
Planned	
Drafted	
Checked	
Approved	

Attachment B

Coring Locations	
Core	Description
C-1	17' SE of the end of RWY 12 on CL
C-2	25' NE of the edge of Runway 12 and on TWY C CL
C-3	351' NE of the edge of Runway 12 and on TWY C CL
C-4	675' NE of the edge of RWY 12 and 298' SE of TWY C CL

Boring Locations	
Bore	Description
B-1	135' NE of the E Edge of Runway 12 and 17' SE of the end of RWY 12
B-2	417' NE of the E edge of Runway 12 and 324' SE of the end of RWY 12
B-3	417' NE of the E Edge of Runway 12 and 873' SE of the end of RWY 12
B-4	351' NE of the E edge of Runway 12 and 434' to the NW of TWY C CL



Plotted: February 6, 2014
 Time: 4:06 PM
 By: Ryan Shropshire
 Job No.: 44087-DS-006

HNTB
 7400 West 129th Street
 Suite 100
 Overland Park, KS 66213
 Phone 913.491.9333
 Fax 913.491.4865

No.	Revision	Date	By	Chkd.	App'd.

GARDEN CITY REGIONAL AIRPORT (GCK)
 GARDEN CITY, KANSAS



BORING AND CORING LOCATIONS

File Name: GEOTECHEXHIBIT.DWG	
Date: SEPTEMBER 9, 2013	
Planned	
Drafted	
Checked	
Approved	

Attachment C – List of Plans

Plan Sheet Designation and Title		35% Submittal	95% Submittal
--	Cover, Index of Sheets	X	X
G	Summary of Quantities and General Abbreviations	X	X
G	General Airport Site Plan and Survey Control Plan	X	X
G	Safety and Phasing Plan	X	X
G	Safety and Phasing Details		X
G	Geometric Layout & Survey Control Plan	X	X
G	Typical Sections	X	X
CD	Demolition Plans	X	X
CD	Demolition Details		X
CG	Grading and Drainage Plans	X	X
CG	Grading and Drainage Details		X
CG	Erosion Control Details		X
CP	Paving Plan/Profile	X	X
CJ	Joint Elevation Plans		X
CJ	Pavement Joint Details		X
CM	Marking Plans	X	X
CM	Marking Details		X
CX	Cross Sections		X
E	Electrical Demolition	X	X
E	Electrical Plan	X	X
E	Electrical Details		X
E	Light Fixture Schedule		X

Attachment D – List of Specifications

Specification Title
Front, Inside, Back Covers
Bid Requirements Checklist
Engineer's Seal(s) Pages
Table of Contents
Notice to Bidders
Instruction to Bidders
FAA General Provisions
Supplementary Provisions
Technical Specifications Table of Contents
FAA Specifications
P-101 Surface Preparation
P-102 Maintenance of Traffic
P-105 Mobilization
P-151 Clearing and Grubbing
P-152 Excavation and Embankment
P-156 Temporary Air and Water Pollution, Soil Erosion, and Siltation Control
P-155, 157 or 158 Lime, Cement Kiln Dust or Fly Ash Treated Subgrade (determined upon review of geotechnical investigation)
P-159 Geotextile Fabric
P-304 Cement Treated Permeable Base
P-401 Plant Mix Bituminous Pavements
P-403 Plant Mix Bituminous Pavements (Base, Leveling or Surface Course)
P-501 Portland Cement Concrete Pavement
P-602 Bituminous Prime Coat
P-603 Bituminous Tack Coat
P-605 Joint Sealing Filler
P-610 Structural Portland Cement Concrete
P-620 Runway and Taxiway Painting
D-701 Pipe for Storm Drains and Culverts
D-705 Pipe Underdrains for Airports
D-751 Manholes, Catch Basins, Inlets and Inspection Holes
T-901 Seeding
T-908 Mulching
L-100 Electrical Work – General
L-108 Underground Power Cable for Airports

Specification Title
L-110 Airport Underground Electrical Duct Banks and Conduits
L-115 Electrical Manholes and Junction Structures
L-125 Airport Lighting
Appendix
AC 150/5340-1L
AC 150/5370-2F
AC 150/5345-53C, App. 3
Geotechnical Report
Construction Safety and Phasing Plan (CSPP)
Contract Proposal
Contract Proposal
Buy American Certification
DBE Utilization Statement
Performance Bond
Payment Bond
Contract Agreement

MEMORANDUM

TO: Rachelle Powell, Director of Aviation

FROM: Steve Cottrell, City Engineer

DATE: 23 April 2014

RE: Engineering services (Authorization No. 1) Independent Engineering Cost Analysis: AIP No. 3-20-0036 – T/W F design

I have evaluated the scope of engineering services and fees for the referenced project. I have prepared an independent cost estimate and find that the fees for design phase services would be \$210,135.

In my opinion, the proposed fee of \$182,642 for design phase services is reasonable for this project.

If additional information is needed, please let me know.



Engineering Department

Steven F. Cottrell, P.E.
City Engineer

C.W. Harper, P.E.
Assistant City Engineer

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To: Governing Body

From: Rachelle Powell

Date: April 25, 2014

RE: Vaisala Inc., Land Lease Agreement

ISSUE

Governing Body consideration and approval of the Land Lease Agreement at Garden City Regional Airport between Vaisala Inc., and the City of Garden City.

BACKGROUND

Vaisala Inc. ("Vaisala") wishes to maintain and operate weather monitoring equipment on the property of City of Garden City located at Garden City Regional Airport. Vaisala will install and operate lightning detection equipment at the location formerly rented by the Civil Air Patrol. The equipment includes a sensor and a satellite dish. The equipment will not interfere with airport operations.

ALTERNATIVES

1. Governing Body approval of the of the Land Lease Agreement at Garden City Regional Airport between Vaisala Inc., and the City of Garden City.
2. Governing Body denial of the of the Land Lease Agreement at Garden City Regional Airport between Vaisala Inc., and the City of Garden City
3. Governing Body provides alternative recommendation for staff.

RECOMMENDATION

1. Governing Body approval of the of the Land Lease Agreement at Garden City Regional Airport between Vaisala Inc., and the City of Garden City.

FISCAL NOTE

The land lease will generate revenue in the amount \$1,500 annually.



LAND LEASE AGREEMENT

Vaisala Inc. ("Vaisala") wishes to maintain and operate weather monitoring equipment on the property of City of Garden City located at Garden City Regional Airport 9610 E Fifth Port Drive Garden City, Kansas 67846. To that end, Vaisala and LAND HOLDER agree to the following land lease agreement:

LAND HOLDER allows Vaisala to install and operate lightning detection equipment ("Equipment") that consists of one (1) CG Enhanced Lightning Sensor LS7002. The LS7002 will use a .9 meter satellite dish to relay information.

This Agreement is effective on 5/1/2014. The initial term of this Agreement shall be for one (1) year, and will be extended automatically for successive one (1) -year periods from the Effective Date of this Agreement. If at any time the Equipment interferes in any manner whatsoever with the operation of the property, LAND HOLDER may notify Vaisala in writing and Vaisala will relocate the Equipment to a mutually acceptable location within sixty (60) days of notification.

LAND HOLDER shall allow Vaisala or persons representing Vaisala access to the Equipment site for routine maintenance, repairs, or other support activities. Access will be provided weekdays from 9:00 AM to 5:00 PM local time. Access shall also be provided on an "as needed basis" including occasional weekends. Vaisala will provide 24-hour notice when requesting access to the site.

If required for site operation, the LAND HOLDER shall allow the installation of utilities from the public road to the leased premises. Should an easement be required for utility installation, the LAND HOLDER shall grant an easement over adjacent land to the local power provider for the purpose of installation and maintenance of those lines.

Either party may terminate this Agreement at any time during the term stated herein and without cause, provided the terminating party gives the terminated party ninety (90) days prior written notice. The date of termination shall be effective ninety (90) days from the date of notice, or such later date specified in the notice of termination. Upon termination of this lease, Vaisala will remove the Equipment and restore the facility to its pre-installation condition; excluding ordinary wear, tear, and Acts of God.

Vaisala agrees to be responsible for the equipment and will not hold LAND HOLDER liable for any damages to the equipment. Vaisala agrees to carry minimum liability insurance coverage in the amounts of \$1,000,000/\$3,000,000 to indemnify LAND HOLDER while this lease agreement is in force. If requested, Vaisala will provide proof of insurance to LAND HOLDER.

In consideration for the use of this site, Vaisala agrees to pay LAND HOLDER a rental fee of \$1500.00 per year. The fee will be paid in advance annually.

Vaisala Inc.

By: _____
David Oosting, NCC Supervisor

Date: _____

LAND HOLDER

By: _____
Rachelle Powell, Site Host

Date: _____

City of Garden City
Attn: Rachelle Powell
Garden City Regional Airport 2225 Air Service Road
Garden City, Kansas 67846



**PUBLIC UTILITIES
DEPARTMENT**

MIKE MUIRHEAD
Public Utilities
Director
301 N 8th St
620.276.1577

CLIFF SONNENBERG
Electric Service's Center
Superintendent
140 Harvest Ave
620.276.1290

FRED JONES
Water Department
Resource Manager
106 S 11th St
620.276.1292

ED BORGMAN
Waste Water
Superintendent
345 S Jennie Barker Rd
620.276.1281

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MEMORANDUM

TO: Governing Body
THRU: Matt Allen, City Manager
FROM: Mike Muirhead, Public Utilities Director
DATE: May 6, 2014
RE: Water Well Maintenance Agreement with Brookover Land Enterprises, L.P.

ISSUE:

The renewal of an agreement between the City of Garden City and Brookover Land Enterprises, L.P. for maintenance of water wells. The agreement details services to be performed by city staff on the public water supply wells owned by Brookover.

BACKGROUND:

The Water Department has provided services to Brookover since September 2011 to assist in the maintenance of the Southwind public water supply. The current agreement has expired. The new agreement will have a one year term with an option to renew an additional year. The scope of the agreement includes maintenance activities related to the water wells and disinfection system but does not include maintenance of the distribution or metering system. The distribution and metering systems will continue to be the responsibility of Brookover.

ALTERNATIVES:

1. Accept the agreement.
2. Reject the agreement and discontinue maintenance services.

RECOMMENDATIONS:

Staff recommends continuing the Well Maintenance Agreement.

Fiscal Note:

Income for labor provided in the previous agreement was \$19766.16 in 2012 and \$23750.85 in 2013. Funds received from the agreement are credited to Water Department Account #080-000-3260.

WATER WELL MAINTENANCE AGREEMENT

This Water Well Maintenance Agreement (Agreement) is made and entered into on this _____ day of _____, 2014, by and between the City of Garden City Kansas (CITY), and Brookover Land Enterprises, L.P. (BROOKOVER).

WHEREAS, BROOKOVER owns and operates two (2) water wells in the Southwind Subdivision in Finney County, Kansas, which supply water to the Southwind water distribution system; and

WHEREAS, BROOKOVER is interested in CITY assuming responsibility for checking, repairing, and maintaining the water wells; and

WHEREAS, CITY has the equipment, personnel, and other resources to provide maintenance services to the BROOKOVER water wells.

NOW, THEREFORE, in consideration of the terms and conditions set forth herein, the parties agree as follows:

1. Water Wells. The water wells which are the subject of this Agreement, collectively referred to as Water Wells, are described as follows:
 - Well No. 1: (Known as the South well)
 - Well No. 2: (Known as the North well)
2. Term. The term of this Agreement, subject to paragraph 11, shall be for a period of (1) year, commencing on the 7th day of May, 2014. If the parties mutually agree, the term of this Agreement may be extended for an additional one (1) year term, until May 7, 2016. The parties shall notify each other of their intent to extend the term of this Agreement not less than 60 days prior to the end of the initial term.
3. Responsibilities of the CITY. The responsibilities and duties of CITY under this Agreement are as follows:
 - a. On a daily basis, seven (7) days a week, perform daily checks and provide necessary repairs and maintenance on the Water Wells and Chlorination System for the Public Water Supply; and
 - b. Complete all necessary well and chlorination system maintenance records.
 - c. Collect water samples as required by KDHE.
 - d. Conduct daily sampling for appropriate disinfection residual.
 - e. Submit documentation to BROOKOVER of such activities, subject to review and approval by BROOKOVER, for submission to the Kansas Department of Health and Environment.

4. Responsibilities of BROOKOVER. The responsibilities and duties of BROOKOVER under this Agreement are as follows:
 - a. Provide ingress and egress to City to perform the responsibilities set forth in paragraph 3.
 - b. Pay CITY the sum of Forty-five Dollars (\$45) per hour for each CITY employee providing Water Well services to BROOKOVER; and
 - c. Pay for any and all expenses associated with repair and maintenance of the Water Wells and Chlorination system; and
 - d. Provide qualified staff or vendors for maintenance of the backup generation system and ensure the backup generation is tested monthly and inspected as recommended by the engine manufacturer.
 - e. Maintain and ensure good working operation of the water distribution system and valves.
 - f. Implement system improvements as recommended by KDHE in order to ensure that the Public Water Supply meets sanitary regulations.

5. Maintenance Expenses. BROOKOVER shall be responsible for any and all expenses associated with repair and maintenance of the Water Wells. CITY shall have the authority to purchase and supply parts and equipment of a cost less than Two Hundred Fifty (\$250.00), City shall receive prior consent from BROOKOVER before purchasing the parts and equipment.

6. Payments. CITY shall submit a statement for labor and expenses to BROOKOVER on a monthly basis, BROOKOVER shall pay CITY within thirty (30) days of receipt of a monthly statement.

7. BROOKOVER's Indemnity. BROOKOVER shall defend, indemnify and hold CITY harmless from any and all claims, losses, expenses, liabilities, lawsuits or demands, including interest and penalties arising from the actions or omissions of BROOKOVER.

BROOKOVER indemnifies and releases CITY from any and all liability for the damages sustained by BROOKOVER or customers of the Southwind water distribution system arising from the failure of the Water Wells to deliver water, or other damages related to the water distribution system, whether caused by the negligence of CITY or otherwise, nothing in this Agreement shall, in any manner, alter or diminish any governmental immunities available to the CITY under Kansas law.

8. Binding Effect / Assignment. This Agreement shall inure to the benefit of and be binding upon BROOKOVER AND CITY and their respective heirs, successors and assigns. Except as specifically set forth herein, this Agreement may not be assigned by either party without the express written consent of the other party.

IN WITNESS WHEREOF, BROOKOVER and CITY have each caused this Agreement to be signed and approved as indicated below.

CITY OF GARDEN CITY, KANSAS

Date

ATTEST:

Celyn N. Hurtado, City Clerk

By _____

_____, Mayor

BROOKOVER LAND ENTERPRISES, L.P.

Date

ATTEST:

By _____

**EXTENSION OF TERM
OF LEASE AGREEMENT**

This Extension of Term of Lease Agreement (Extension Agreement) is entered into the _____ day of May, 2014, by and between the CITY OF GARDEN CITY, KANSAS (CITY), as Lessor, and KANZA SOCIETY, INC. (KANZA), as Lessee.

WHEREAS, CITY and KANZA entered into a Lease Agreement (Lease Agreement), dated May 9, 1989, wherein KANZA leased the premises commonly referred to as 210 North 7th Street, Garden City, Finney County, Kansas; and

WHEREAS, the initial term of the Lease Agreement, after all renewal terms, was to end on May 8, 2014; and

WHEREAS, KANZA would like to extend the term of the Lease Agreement for an additional five (5) year period of time; and

WHEREAS, CITY will agree to extend the term for an additional five (5) year period of time.

NOW, THEREFORE, the parties agree as follows:

1. EXTENSION OF TERM. CITY and KANZA agree that the term of the Lease Agreement shall be extended for a period of five (5) years, from May 9, 2014, to May 8, 2019.

2. REMAINING TERMS. All remaining terms and conditions of the Lease Agreement not modified herein, shall remain in full force and effect. This shall include the right granted to KANZA in paragraph 25 of the Lease Agreement, to purchase the Leased Premises from CITY, as more specifically set forth in paragraph 25.

IN WITNESS WHEREOF, CITY and KANZA have signed this Extension Agreement the day and year first above written.

CITY OF GARDEN CITY, KANSAS

Date

By _____

Roy Cessna, Mayor

ATTEST:

Celyn N. Hurtado, City Clerk

KANZA SOCIETY, INC.

Date

By _____

Wayne Hughes, President

ATTEST:

Deborah Oyler, Executive Director

Other Entities Minutes



Cultural Relations Board Agenda

April 10, 2014

5:15 pm

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City of Garden City Administrative Center 2nd Floor Meeting Room

- I. Call Meeting to Order
- II. Presenter(s)
- III. Approval of February 2014 minutes
- IV. Old Business
 - A. 2014 Diversity Dinner and Multi-Cultural Summit Planning Update
 - B. 2014 Cultural Relations Board Initiative – “Religions of the World”
 - C. Recommended Amendment to the Cultural Relations Board Resolution
- V. New Business
 - A. Fall Fest Cuisine Booths – September 20, 2014
- VI. Monthly Financial Report
- VII. Adjournment



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**City of Garden City
Cultural Relations Board Meeting Minutes
March 27, 2014
5:15 pm**

Present: Verna Weber, Vice Chair Nancy Harness, Dr. Debra Bolton, Geovannie Goné and Liz Sabandith

Absent: Chairperson Adam Cassellius and Dan Le

Staff: Michelle Stegman

Guest(s): None

I. Call the Meeting to Order

Vice Chairperson Nancy Harness called the meeting to order at 5:45 pm.

II. Approval of Minutes

Nancy asked for a motion to approve the December 2013 minutes. Debra Bolton motioned first with a second from Liz Sabandith. The minutes were approved. Nancy asked for a motion to approve the January minutes. Liz motioned first with a second from Verna Weber. The minutes were approved by the board.

III. Old Business

A. 2014 Diversity Dinner and Multi-Cultural Summit Update

Debra gave an overview of the Summit planning meeting held today. Michelle will send those minutes to the CRB members.

B. Religions of the World Recap – Sr. Trudy Tanner’s February Presentation

Nancy gave an overview of Sr. Trudy’s presentation. The Cultural Relations Board decided to explore this initiative further. Nancy will contact the Ministerial Alliance to see if they would be interested in co-sponsoring and Debra will check with the K-State religious studies department to see if there is an instructor that might be interested in being a presenter. Nancy and Verna will share findings at the next meeting.

IV. New Business

A. Resignations of Leon Wilkerson and Simon Muturi

With the resignations of Leon and Simon, Michelle asked members to assist with the recruitment of new board members. Frederick Elad’s name was suggested. Michelle will contact him.

B. Recommended Amendment to the Cultural Relations Board Resolution

Michelle provided a draft of the CRB resolution with recommended changes. She said it was suggested to amend it to expand membership from the City limits and include Finney County and surrounding counties to attract more board members. She shared that the amended resolution has already been reviewed by City Attorney Randy Grisell. The CRB members suggested changing the quorum



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requirements to the following: a quorum is a majority of the existing board members. Michelle will make the change and send it to Randy for review again. The amended resolution will be shared with the CRB members at the April meeting.

V. Financial Report

Michelle shared the February CRB Financial report with the board members.

C. Adjournment

Meeting adjourned at 6:16 pm.

Garden City Police Department
Police Citizen's Advisory Board
April 15, 2014

Present: James R. Hawkins, Chief of Police; Sergeant David Wheet; Connie Bonwell; Dan Le; Charles Allen; Mellaina Johnson; Jacob Bradshaw.

Not Present: Sabrina Rodriguez; Brandon Neeb; Alicia Weber; Helen Batchelder; Stephanie Percival.

The meeting convened at 1730.

Chief Hawkins led the review of the monthly activity reports

Chief Hawkins informed the board of the open employment positions.

Chief Hawkins stated the new Police vehicles will be delivered soon.

Colorado State drug laws and the affect they have in Kansas were discussed.

The meeting adjourned at 1808.