

**AGENDA**  
**CITY COMMISSION MEETING**  
**Tuesday, July 1, 2014**  
**1:00 P.M.**  
**(Amended 06-30-14)**

- I. **No Pre-Meeting.**
- II. **REGULAR MEETING CALLED TO ORDER AND CITY CLERK ANNOUNCING QUORUM PRESENT.**
- III. **PLEDGE OF ALLEGIANCE TO THE FLAG AND INVOCATION.**
- IV. **APPROVAL OF THE MINUTES OF THE LAST REGULAR MEETING, WHICH IF NO CORRECTIONS ARE OFFERED, SHALL STAND APPROVED.**
- V. **PUBLIC COMMENT**    Agenda Schedule Allowance: 30 minutes (5 minutes per spokesperson)
- VI. **CONSIDERATION OF PETITIONS, MEMORIALS AND REMONSTRANCES.**
  - A. Mark Pamplin will be present to update the Governing Body on the fundraising for The State Theater project.
  - B. 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 August 8 & 9, 2014, September 12 & 13, 2014 and October 10 & 11, 2014 from 8:00 p.m. – 11:30 p.m. at the Jax Sports Grille at 1907 E. Mary Street for outdoor music concerts.
- VII. **REPORT OF THE CITY MANAGER.**
  - A. Staff will be present to update the Governing Body on a citizen's concern about use (alcohol) at the restaurant site at 606 W. Fulton Street, former El Zarape Restaurant.
  - B. Staff has provided several items of information for Governing Body review including the following: from Communications Specialist Freburg the monthly report and from Finance Director Hitz the monthly sales tax report
  - C. Meetings of note:
    - ✓ July 10, 2014 – Black Hills Energy public hearing at the Finnup Center at 6:00 p.m.
    - ✓ July 19, 2014 – Bowling for Rhinos at Hard Rock Lanes, 6:00 p.m. – 10:00 p.m.
    - ✓ July 23 – 26, 2014 – Finney County Fair
    - ✓ August 4 – 10, 2014 – Southwest Kansas Pro-Am
    - ✓ August 7, 2014 – 2014 SHRM of SWKS Business Leadership Conference at GCCC
    - ✓ August 23 – 24, 2014 – Tumbleweed Festival at Lee Richardson Zoo
    - ✓ September 6, 2014 – A Wild Affair at Lee Richardson Zoo
    - ✓ September 11 – 13, 2014 – Garden City Classic at Buffalo Dunes Golf Course
    - ✓ September 18, 2014 – Diversity Dinner at Garden City High School
    - ✓ September 19, 2014 – Multi-Cultural Summit – Clarion Inn
    - ✓ September 20, 2014 – Fall Fest 2014

**VIII. CONSIDERATION OF APPROPRIATION ORDINANCE.**

A. Appropriation Ordinance No. 2367-2014A.

**IX. CONSIDERATION OF ORDINANCES AND RESOLUTIONS.**

A. 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 (504 N. 3<sup>rd</sup> Street and 305 W. Mary Street).

**X. OLD BUSINESS.**

A. Governing Body consideration and approval to proceed with a negotiated contract with Emergency Services Consulting International for a Fire Facility Study.

B. The City Commission is asked to decide on funding issues for 2014/2015 budget preparation. The City valuation has not been received to finalize the budget process.

1. The City Commission is asked to set a proposed budget for 2015. If the Commission agrees to a proposed budget, the appropriate step required for the meeting on July 1, 2014 would be to authorize a notice of public hearing. From this point the published mill levy can decrease, but not increase, prior to final adoption.

**XI. NEW BUSINESS.**

A. Kim Inderlied, Executive Director at Finney County Convention & Visitors Bureau will be present to review their quarterly report.

B. Advisory Board Recommendations:

1. Parks & Tree Advisory Board – 1 applicant

C. ***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 approval of the Grant Agreement for AIP 36 – Reconstruction of Taxiway C West of Runway 17-35 (Design Only) between the City of Garden City and U.S. Department of Transportation Federal Aviation Administration.

2. Governing Body consideration and acceptance of a utility easement along the drainage ditch south of Spruce Street, for an electric transmission line.

- a) Bert Mastin
- b) Geri Rowland
- c) Towns & Sons Enterprises, LP

3. Quit Claim Deed from the Heir of C.A. (Milhon) Ary transferring Spaces 5, 6, 7 and 8, Lot 214, Zone A of Sunset Memorial Gardens to the City of Garden City, Kansas.
4. Quit Claim Deed from Gerald A. Cates transferring Spaces 5 and 6, Lot 108, Zone C of Sunset Memorial Gardens to Betty &/or Richard Schreiber.
5. Permission for Hector Rivera to reserve spaces 3 & 4, Zone J of Valley View Cemetery for the consideration of \$50.00 for a period of one year.
6. Licenses:

**(2014 New)**

- a) Marlan Wilson – Elks Lodge ..... Temporary Cereal Malt Beverage
- b) AAA Pawn Shop & Armory Inc. .... Pawnbroker
- c) Wooden Nickel Pawn Shop ..... Pawnbroker
- d) AAA Pawn Shop & Armory Inc. .... Precious Metal Dealer
- e) Gipson Diamond Jewelers ..... Precious Metal Dealer
- f) Linenberger Jewelry ..... Precious Metal Dealer
- g) Wooden Nickel Pawn Shop ..... Precious Metal Dealer
- h) AES Mechanical Services Group, Inc. .... Class D-M Mechanical
- i) Castrellon Construction ..... Class E-SOC Specialized Other
- j) AEGIS Fire Protection, LLC ..... Class E-F Fire Sprinkler & Protection

D. 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.

**XII. CITY COMMISSION REPORTS.**

A. Commissioner Fankhauser

B. Commissioner Law

C. Mayor Cessna

D. Commissioner Dale

E. Commissioner Doll

**XIII. ADJOURN.**

## THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS

City of Garden City

June 17, 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, June 17, 2014 with all members present. Commissioner Doll opened the meeting with the Pledge of Allegiance to the Flag and Invocation.

Commissioner Fankhauser moved to approve a request from Susan Escareno, Executive Director of Finney County United Way, for waiver of sign regulations for off-site signage and a waiver of the temporary sign fees during the United Way fundraising campaign from August 2014 – March 2015. 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 to approve the requests from Finney County Preservation Alliance based on the newly adopted Zoo Facility Use and Guidelines policy, to hold the second annual “Razing the Roof” benefit concert at the gazebo on the west green of Lee Richardson Zoo on Saturday, September 13, 2014 from 7:00 p.m. – 11:00 p.m., a waiver of the noise ordinance, 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. The fees outlined in the approved Zoo Facility Use and Guidelines Policy for afterhours use of Finnup Park West Green still apply. 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 approve a request from Mark Pamplin, President of the State Theater Project, to provide free City utility service for an upcoming fundraising production of The Odd Couple at the State Theater. Activities and rehearsals begin June 14, 2014 with performances scheduled for July 17-20, 24-27 and July 31-August 3. 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

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

Meetings of note:

- ✓ June 21, 2014 – Global Bazaar at Lee Richardson Zoo, 8:00 a.m. – 4:00 p.m.
- ✓ July 23 – 26, 2014 – Finney County Fair
- ✓ August 4 – 10, 2014 – Southwest Kansas Pro-Am
- ✓ August 23 – 24, 2014 – Tumbleweed Festival at Lee Richardson Zoo
- ✓ September 6, 2014 – A Wild Affair at Lee Richardson Zoo
- ✓ September 18, 2014 – Diversity Dinner at Garden City High School
- ✓ September 19, 2014 – Multi-Cultural Summit – Garden City Community College
- ✓ September 20, 2014 – Fall Fest 2014

Appropriation Ordinance No. 2366-2014A, “AN APPROPRIATION ORDINANCE MAKING CERTAIN APPROPRIATIONS FOR CERTAIN CLAIMS IN THE AMOUNT OF \$2,769,394.75,” was read and considered section by section. Commissioner Doll moved to approve and pass Appropriation Ordinance No. 2366-2014A. 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

The City is preparing an application to KDOT for the FY 2014 Safe Routes to Schools program.

Resolution No. 2586-2014, “A RESOLUTION DECLARING THE ELIGIBILITY OF THE CITY OF GARDEN CITY, KANSAS, TO SUBMIT AN APPLICATION TO THE KANSAS DEPARTMENT OF TRANSPORTATION FOR USE OF SAFE ROUTES TO SCHOOLS FUNDS SET FORTH BY MAP-21 FOR THE SAFE ROUTES TO SCHOOLS 2014 PEDESTRIAN AND BICYCLE ACCESSIBILITY PROJECT IN GARDEN CITY AND AUTHORIZING THE CITY ENGINEER TO SIGN THIS APPLICATION,” was read and considered section by section. Commissioner Law moved to approve Resolution No. 2586-2014. 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

On December 17, 2013, Mr. James Dinkle, 406 E. Emerson, came before the Governing Body to request an extension for an environmental yard clean-up that had been submitted as a nuisance violation. A six-month extension that was granted by the Governing Body to finish the clean-up has expired. The Governing Body is asked to consider a resolution for environmental abatement.

Resolution No. 2587-2014, “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, (406 W. Emerson Street – misc. items),” was read and considered section by section. Commissioner Law moved to approve Resolution No. 2587-2014. 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

Resolution No. 2588-2014, “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, (212 Spencer Street – red mini-van),” was read and considered section by section. Commissioner Fankhauser moved to approve Resolution No. 2588-2014. 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

Resolution No. 2589-2014, “A RESOLUTION AUTHORIZING THE REMOVAL OF TREE NUISANCE FROM THE PROPERTY LISTED BELOW IN THE CITY OF GARDEN CITY, KANSAS, PURSUANT TO SECTION 94-64 OF THE CODE OF ORDINANCES OF THE CITY OF GARDEN CITY, KANSAS. (2104 N. Third Street),” was read and considered section by section. Commissioner Doll moved to approve Resolution No. 2589-2014. 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

Staff provided an update on the zoning violation concerns in the “I-2” Medium Industrial District on west Mary Street. Staff included alternatives and recommendations on each property and asked for Governing Body direction.

William Green, Gerald Macias, Ashley Oyler, Kevin Campbell, Frank Wendler and Ken Green were present to discuss the issue.

Commissioner Dale moved to direct staff to draft an amendment to the regulations to allow commercial retail use as a conditional use in the I-2 Districts. Commissioner Fankhauser seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Nay	Yea	Nay

Commissioner Fankhauser moved to approve the Zoo Facility Use and Guidelines Agreement as presented by Zoo Director Newland and the Zoo Advisory Board. 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

Finance Director Hitz reviewed the remainder of the General Fund (#1) and Health Insurance (#55).

Commissioner Cessna moved to approve and appoint Jami Kilgore and reappoint Debbie Reynolds to the Zoo Advisory Board for 3-year board appointments from July 2014 – July 2017. 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 the following:

1. Governing Body consideration and acceptance of a deed for right-of-way from Mosaic Housing Corp. XX – Garden City related to the Schulman Avenue Widening and Lareu Road extension to the south.
2. Governing Body consideration and approval of Supplemental Agreement #1 to the Master Agreement between the City of Garden City, Kansas and HNTB Corporation.
3. Quit Claim Deed from the heir of John Cooper transferring Space 4, Lot 324, Weeks Addition of Valley View Cemetery to James E. &/or Elsie Darlene Lara.
4. Permission for Martha Ruiz &/or Veronica Contreras to reserve Space 2, Lot 36, Zone J of Valley View Cemetery for the consideration of \$50.00 for the period of one year.
5. Licenses:

**(2014 New)**

- a) Advance America, Cash Advance .....Precious Metal Dealer
- b) Nationwide Builders & Contractors. .... Class C General
- c) Midtown Services..... Class D-M Mechanical
- d) ServicExperts, Inc..... Class D-M Mechanical
- e) Spencer Contracting Company, Inc.....Class E-SOC Specialized Other

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

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

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Roy Cessna, Mayor

ATTEST:

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Celyn N. Hurtado, City Clerk

### **City Commission Reports**

Commissioner Doll thanked staff for their continued work on the budget information. Commissioner Doll thanked the CIP Committee.

Commissioner Fankhauser thanked Finance Director Hitz for her work on the budget information and review with Commissioners. Commissioner Fankhauser stated the May enplanement at the Airport has been the highest number in history. Commissioner Fankhauser stated the new CRJ's are coming in to service the flights to and from Dallas, Texas and that the restrooms at the Airport are being remodeled.

Commissioner Law thanked staff for all their hard work on preparing the budget information.

Mayor Cessna thanked all the staff for ensuring that our community is great. Mayor Cessna stated he was recently at the Cemetery and received many compliments on how well the area was maintained. Mayor Cessna thanked the Street Department for restriping the streets. Mayor Cessna reminded everyone of the ribbon cutting for Jameson Energy Center. Mayor Cessna agreed with Commissioner Fankhauser on the increased enplanements at the Airport and stated we will for sure meet the 24,000 number by year end. Mayor Cessna inquired about the outdoor event at Jax Sports Grille. Staff stated a few calls were received during the testing of the decibels and two additional calls were received later in the evening. Community Development Director Kentner stated they are still working on a few of the details for future procedures.

Commissioner Dale thanked staff, City Manager Allen, Finance Director Hitz for all the work they did to prepare and present the budget information. Commissioner Dale stated there was a good turnout for the Beef Empire Days parade and asked to have a permanent sign made for the golf cart.

# Petitions



# Special Event Request

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

xx Other  
 \_\_\_\_\_ Carnival/Circus\*  
 \_\_\_\_\_ Sports Event\*  
 \_\_\_\_\_ Haunted House\*  
 \*License Required

**June 19, 2014**

Today's Date

**Jax Sports Grille Outdoor Music Concert**

Name of Event (if applicable)

**Fri & Sat, 8/8-8/9, 9/12-9/13, 10/10-10/11/2014**

Date of Event

**Jax Sports Bar, 1907 E Mary, GC**

Location of Event

**8:00 p.m. - 11:30 p.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	one weekend in August, September and October - sign permit fee waived				

**\*\* 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**

**June 19, 2014**

Signature

Date

*For office use only*

Police	Pending discussion-JH 6/19/14	Electric	N/A
Fire	AS 6/16/14	Public Works	N/A
Inspection	CD 6/24/14	Parks/Grounds	N/A
City Manager/Comm.	Application Received by		Raelene Stoecklein 6/19/2014

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

June 18, 2014

Dear Commissioners;

I am writing on behalf of Jax Sports Grille requesting a permit to waive the Garden City Noise Ordinance for August 8<sup>th</sup> & 9<sup>th</sup>, September 12<sup>th</sup> & 13<sup>th</sup> and October 10<sup>th</sup> & 11<sup>th</sup> from 8 pm until 11:30 pm. We will be having an outside music concert with a tent. We also ask that the sign permit fee is waived for the above noted dates. With the Permission of the owners we would like to allow cars to park in the lot directly to the east of Jax Sports Bar & Grille.

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 Leiker  
General Manager

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

# Report of the City Manager



# Memo

To: Garden City Commission  
From: Kaleb Kentner  
CC: File  
Date: June 25, 2014  
Re: Citizen's concerns with 606 W. Fulton

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

INSPECTIONS  
620-276-1120  
[inspection@garden-city.org](mailto:inspection@garden-city.org)

CODE COMPLIANCE  
620-276-1120  
[code@garden-city.org](mailto:code@garden-city.org)

PLANNING AND  
ZONING  
620-276-1170  
[planning@garden-city.org](mailto:planning@garden-city.org)

CITY ADMINISTRATIVE  
CENTER  
301 N. 8<sup>TH</sup>  
P.O. Box 998  
GARDEN CITY, KS  
67846-0998  
620.276.1170  
FAX 620.276.1173  
[www.garden-city.org](http://www.garden-city.org)

**ISSUE:** To address citizen's concerns about the use of alcohol at 606 W. Fulton

**BACKGROUND:** The owner of the property located at 606 W. Fulton, formally used for El Zarape, has begun the process to open a restaurant at this location. The name of the restaurant will be El Patron Restaurant and Cantina. The owner has visited the Planning department to discuss the steps needed to open the restaurant.

Staff first verified the zoning. The building is actually zoned half "I-1" Light Industrial and half "C-2" General Commercial. Restaurants are allowed in both zones. Staff next informed the owner that the parking situation would need to be addressed due to there not being adequate onsite parking for the restaurant. The owner went through the process of obtaining a parking waiver. On May 20, 2014, the waiver, allowing parking for the restaurant to be located at 601 W. Fulton, was approved by the City Commission. The waiver stipulated that the owner spread millings over the parking lot within thirty (30) days of the approval. The thirty days ended on June 20, 2014. Staff has spoken with the owner and he has explained that the millings are there ready to be spread; they are just waiting for the ground to dry out.

The owner next went through the process of obtaining a liquor license. Staff explained the regulations concerning alcohol. The adopted zoning regulations do not permit taverns in the "I-1" zone, and taverns are permitted in the "C-2" zone with a Conditional Use Permit. The zoning regulations further define a tavern as a location which alcohol accounts for more than fifty (50) percent of its gross receipts in sales. The owner understood this and explained that this would not be a tavern but a restaurant that sells alcoholic beverages along with their food and that the alcohol sales would not be greater than fifty (50) percent of their gross sales.

At this time, the owner has not opened the restaurant, and they are currently still working on getting it ready. The owner is also working with staff on the sign permits.

# Staff Reports



## MEMORANDUM

**TO:** Governing Body  
**FROM:** Ashley Freburg, Communications Specialist  
**DATE:** June 25, 2014  
**RE:** City of Garden City Communication Update

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### CITY COMMISSION

ROY CESSNA,  
Mayor

MELVIN L. DALE

JANET A. DOLL

DAN FANKHAUSER

J. CHRISTOPHER LAW

MATTHEW C. ALLEN  
City Manager

MELINDA A. HITZ, CPA  
Finance Director

RANDALL D. GRISELL  
City Counselor

### Issue

The following is intended to provide members of the Governing Body an update on the performance of the City's communication tools: bi-monthly newsletter, Channel 8, social media, City website, and GC on the GO.

### City Website

Analytics in attachment 1 show that the City's website, [www.garden-city.org](http://www.garden-city.org) was visited approximately 52,800 times this year. Visitors spent an average of 4.5 minutes on the site. Of those visits, 13,023 were made on mobile devices. The home page continues to be the most frequently viewed page on the site. The most common search keywords were "jobs," "employment," and "application." Other popular searches were "zoo," "hotels," "zoning map," "budget," "police blotter," and "population."

The City's website currently has 3,271 registered users. Registered users are those who have created a user account to gain access to certain areas of the site. After creating a login username and password, these users are able to sign up for Notify Me civic alerts and report issues or ask questions using Request Tracker.

Since online bill payment became available in August 2012, 981 people have signed up for the service. These users can check their account and pay their utility bill online or with any of the other options the City offers. From Jan. 1, 2014 to May 31, 2014, 1,603 payments totaling \$300,200.86 were made online.

### Social Networking

#### Facebook

Attachment 2 provides the Governing Body an overview of the users and interactions on the City of Garden City's Facebook page. The City's Facebook page has 3,053 "Likes" or "Fans." We do not pay for any advertising, so these likes are all organic. The page also has the potential to reach more than 18,000 friends of fans. Of the page's fans, 1,364 list Garden City as their home. The majority of users are female (65%). The most common age range of our fans is those who are 25-34 years old. Photos remain the most popular posts on the City's Facebook Page. The best time to reach the page's Facebook fans is at 9 p.m. daily.

### CITY ADMINISTRATIVE

CENTER  
301 N. 8<sup>TH</sup>  
P.O. BOX 998  
GARDEN CITY, KS  
67846-0998  
620.276.1160  
FAX 620.276.1169  
[www.garden-city.org](http://www.garden-city.org)



#### CITY COMMISSION

ROY CESSNA,  
Mayor

MELVIN L. DALE

JANET A. DOLL

DAN FANKHAUSER

J. CHRISTOPHER LAW

MATTHEW C. ALLEN  
City Manager

MELINDA A. HITZ, CPA  
Finance Director

RANDALL D. GRISELL  
City Counselor

CITY ADMINISTRATIVE  
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#### **Twitter**

The City's Twitter feed remains a source of information on local government activity for followers. The City currently has 1,017 Twitter followers. Staff continually works to build influence by retweeting and following other organizations that have integrated Twitter into their communications plans. Tweets regularly regard construction advisories and upcoming meetings and events.

#### **Channel 8**

Channel 8 reaches Cox Cable subscribers in Garden City and the surrounding area. After testing various strategies and technologies, staff feels that the reliability of broadcasts on Channel 8 has increased. With maintenance exceptions, content is continuously running on the channel. Content includes photos, contact information for Commissioners and Department Heads, and information on various projects and programs. Staff continues to work to produce video and audio for the channel.

#### **City Newsletter**

The City's newsletter is distributed bimonthly in utility bills. The May issue featured articles on the Commission's goals for 2014-2015, Roy Cessna being elected as Mayor, upcoming construction projects, and summer movie and concert schedules for Stevens Park. The newsletter scheduled for July distribution features water conservation tips and articles on "GC on the GO," the appointment of Kristi Newland as Zoo Director, and the grand opening of the Jameson Energy Center.

#### **GC on the GO**

The City's newest communication tool is making its debut now. The free smart phone application called "GC on the GO" is designed to increase communication between residents and their local government. Using the app, residents can quickly send photos and other information from their smart phones or tablets to report issues throughout the City. The app is designed to empower residents to identify civic issues, including quality of life and public safety issues and easily report them to the City for quick resolution. Examples of the types of reports users can file include potholes, sidewalk or roadway issues, street light problems, etc. Staff expects the app to replace the Request Tracker feature on the City's website. "GC on the GO is available in the App Store for iPhone users and at Google Play Store for Android users.

#### **Recommendation**

There is no recommendation. This report was generated for the Governing Body's review.



Dashboard

Visitors

Actions

Website

GARDEN CITY, KS ▼

Referrers

Goals

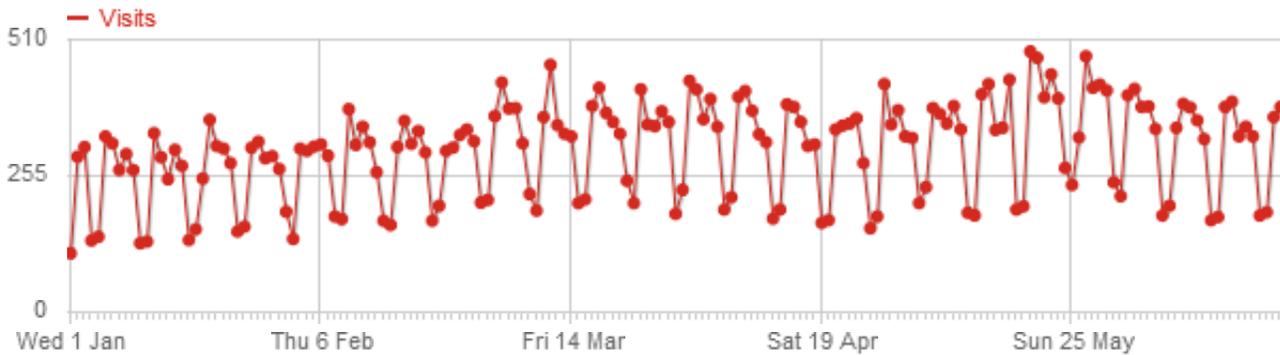
### Dashboard of KS-GardenCity

DATE RANGE: **FROM 2014-01-01 TO 2014-06-24**

WIDGETS & DASHBOARD

ALL VISITS ▼

### Visits Over Time



### Page Titles

PAGE NAME	PAGEVIEWS	UNIQUE PAGEVIEWS <span>▼</span>	BOUNCE RATE	AVG. TIME ON PAGE	EXIT RATE	AVG GEN TIM
Garden City, KS - Official We...	90486	29511	36%	2 min 41s	70%	0.7
Page Name not defined	25513	10343	0%	0s	0%	0.7
Garden City, KS	31312	6503	49%	1 min 29s	96%	1.5
Garden City, KS - Official We...	5044	3471	26%	1 min 44s	82%	0.5
Garden City, KS - Official We...	2091	1846	20%	34s	14%	0.6
Garden City, KS - Official We...	1867	1515	59%	1 min 30s	76%	0.5

Garden City, KS - Official We...	1930	1482	39%	44s	36%	0.4
Garden City, KS - Official We...	1819	1422	45%	1 min 2s	62%	0.5
Garden City, KS - Official We...	1691	1374	23%	48s	26%	0.5
Garden City, KS - Official We...	1663	1226	12%	44s	16%	0.5

1-10 of 240 [NEXT >](#)

Related reports:

[Entry page titles](#)

[Exit page titles](#)

### Site Search Keywords

KEYWORD	SEARCHES ▼	SEARCH RESULTS PAGES	% SEARCH EXITS
jobs	40	1.3	13%
search this site...	37	1.4	19%
employment	32	1.2	6%
application	31	1.3	3%
zoo	22	1.3	18%
hotels	21	1.8	48%
zoning map	20	1.4	35%
budget	16	1.1	19%
police blotter	15	1.1	33%
population	15	1.3	60%

1-10 of 500 [NEXT >](#)

### Visitor Browser

BROWSER	VISITS ▼

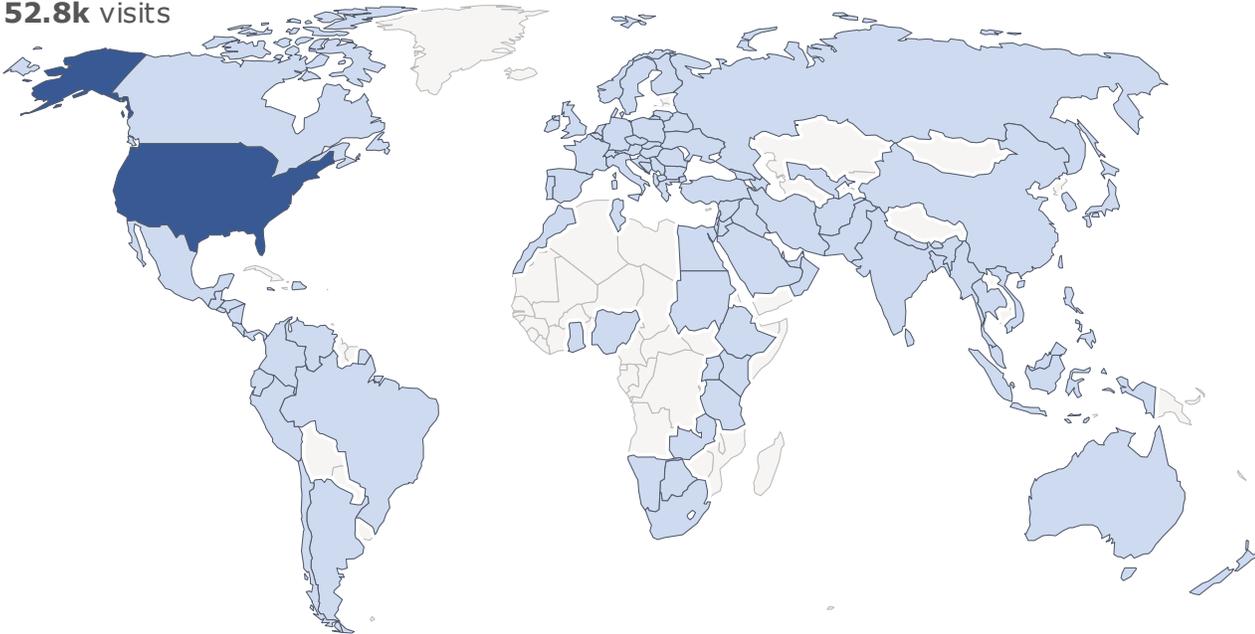
 Internet Explorer	17832
 Chrome	11001
 Safari	10303
 Firefox	3979
Mobile Safari	3207

1-5 of 43 [NEXT >](#)

Related report: [Browser version](#)

### Visitor Map

52.8k visits



  Countries

World-Wi ▼    Visits ▼

### Mobile vs Desktop

MOBILE VS DESKTOP	VISITS <span style="float: right;">▼</span>
 Desktop	33498
 Mobile	13023
Unknown	6271



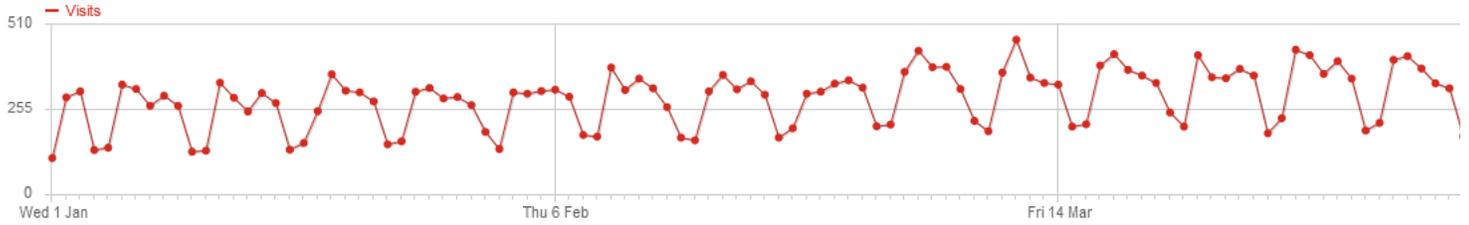
Dashboard | Visitors | Actions | Referrers | Goals | Website: GARDEN CITY, KS

Overview | Visitor Log | Custom Variables | Settings | Locations & Provider | Engagement | Times | Real-time Map

DATE RANGE: FROM 2014-01-01 TO 2014-06-24

ALL VISITS

### Evolution over the period



### Report



**52792** visits



**4 min 36s** average visit duration



**40%** visits have bounced (left the website after one page)



**4.5** actions (page views, downloads, outlinks and internal site searches) per visit



**0.8s** average generation time



**204884** pageviews, **120774** unique pageviews



**2782** total searches on your website, **1856** unique keywords



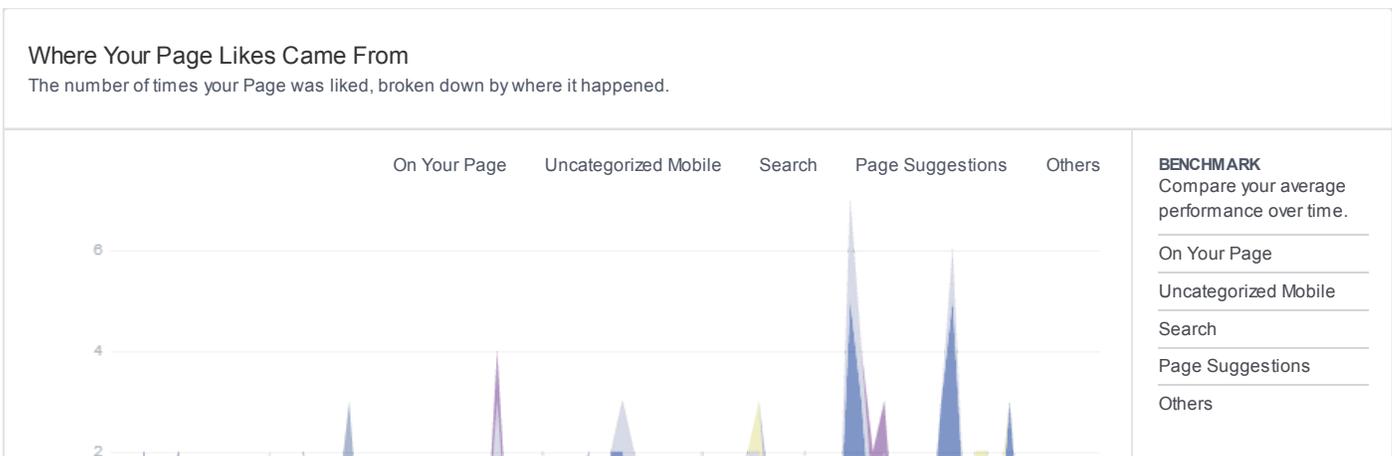
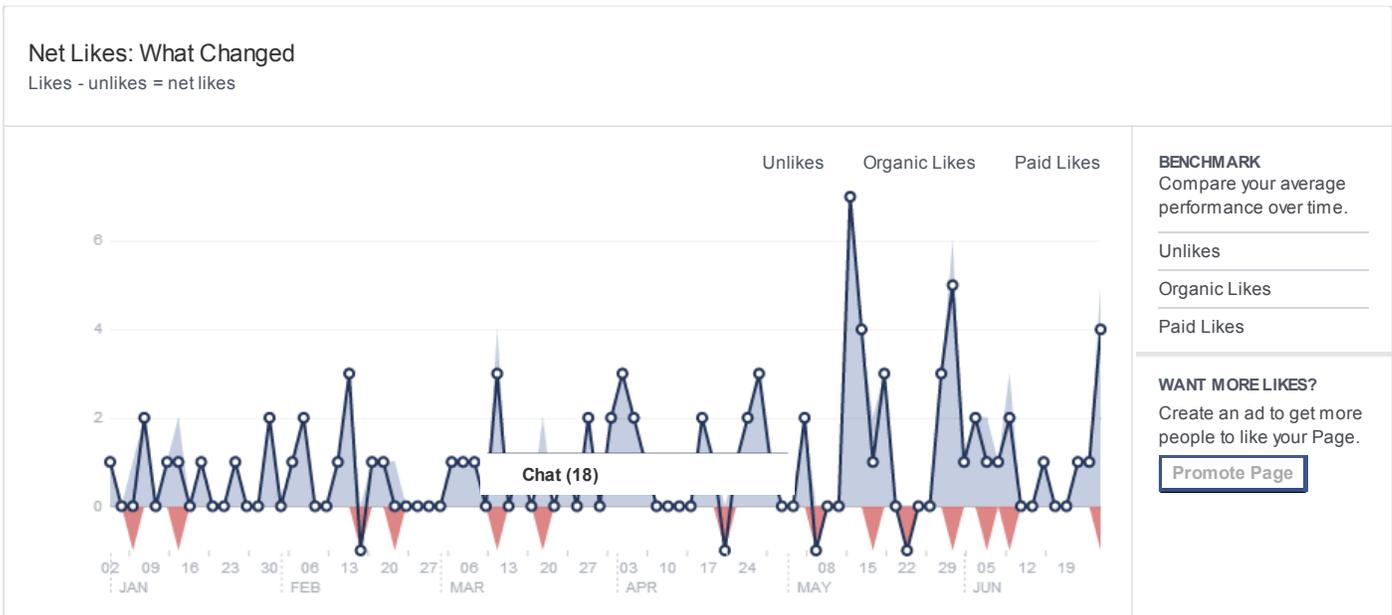
**21033** downloads, **16971** unique downloads

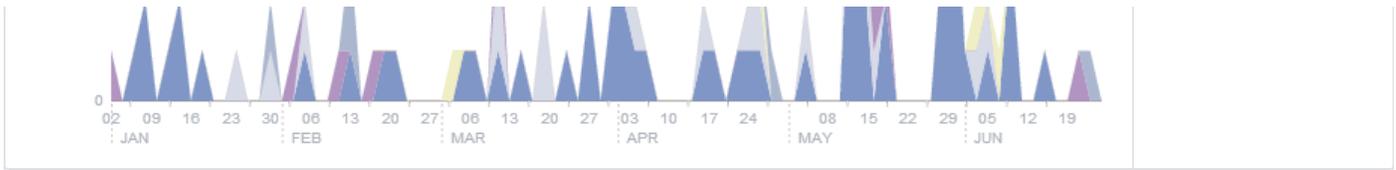


**9440** outlinks, **7960** unique outlinks



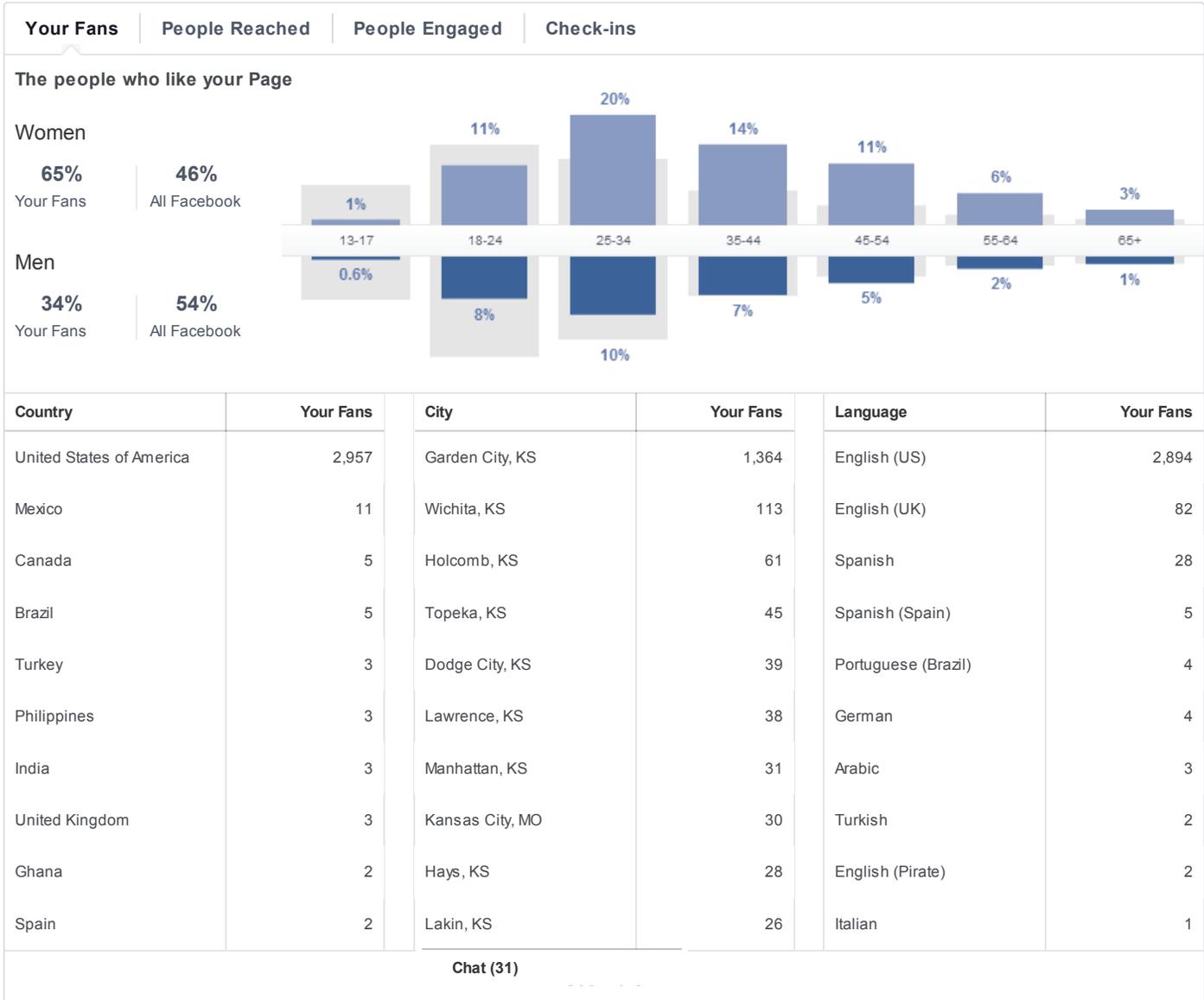
**289** max actions in one visit





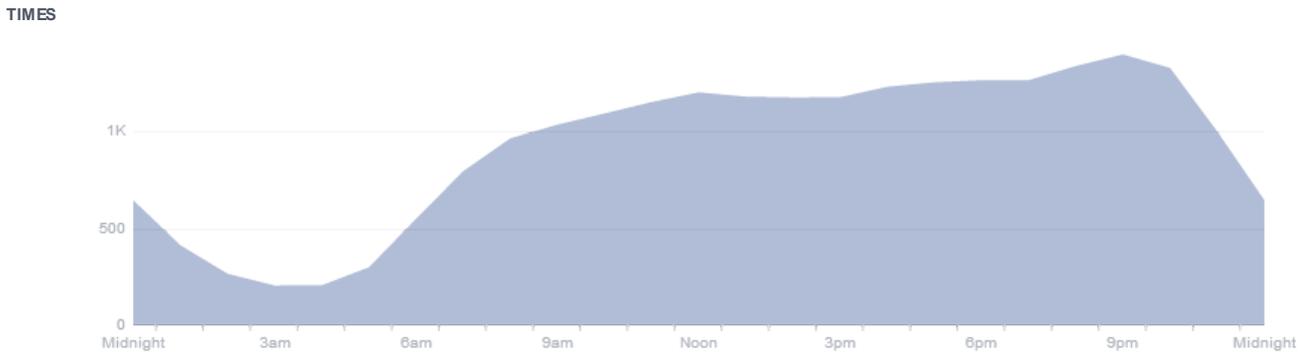
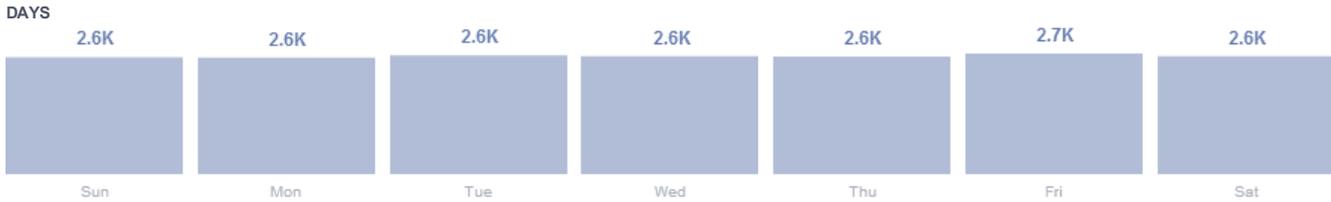
[About](#) [Create Ad](#) [Create Page](#) [Developers](#) [Careers](#) [Privacy](#) [Cookies](#) [Terms](#) [Help](#)

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When Your Fans Are Online Post Types Top Posts from Pages You Watch

Data shown for a recent 1-week period. Times of day are shown in your computer's local timezone.



All Posts Published

March 28, 2014 to June 25, 2014

Reach: Organic / Paid  Post Clicks Likes, Comments & Shares

Published <input type="button" value="v"/>	Post	Type	Targeting	Reach	Engagement	Promote
06/24/2014 5:03 pm	In addition to being soggy, your 5:00 commute may be blocked by stalled cars or downed trees/limbs			2.5K <input type="button" value="v"/>	557 107 <input type="button" value="v"/>	<input type="button" value="Boost Post"/>
06/24/2014 4:52 pm	City of Garden City, KS – Local Government shared a video. <b>Chat (30)</b>			1.5K <input type="button" value="v"/>	415 20 <input type="button" value="v"/>	<input type="button" value="Boost Post"/>
06/24/2014 4:26 pm	Please stay off of streets with high water.			409 <input type="button" value="v"/>	14 12 <input type="button" value="v"/>	<input type="button" value="Boost Post"/>
06/20/2014 10:40 am	An important reminder to lock your cars and report suspicious activity to GCPD:			439 <input type="button" value="v"/>	26 17 <input type="button" value="v"/>	<input type="button" value="Boost Post"/>
06/17/2014 10:29 am	Continued budget discussions are among the items on today's Commission agenda. Don't forget			624 <input type="button" value="v"/>	2 0 <input type="button" value="v"/>	<input type="button" value="Boost Post"/>
06/16/2014 2:53 pm	City of Garden City, KS – Local Government shared Garden City Police Department's post.			853 <input type="button" value="v"/>	373 23 <input type="button" value="v"/>	<input type="button" value="Boost Post"/>
06/16/2014 8:47 am	The Commission meets tomorrow at 1:00. Have a look at the agenda: <a href="http://www.garden-">http://www.garden-</a>			833 <input type="button" value="v"/>	18 0 <input type="button" value="v"/>	<input type="button" value="Boost Post"/>
06/11/2014 12:33 pm	Commission portraits through the years (Since 1980)			1.5K <input type="button" value="v"/>	4.1K 40 <input type="button" value="v"/>	<input type="button" value="Boost Post"/>
06/09/2014 3:27 pm	Mosquitoes are an all too familiar summer nuisance. Here are some steps to take to reduce			801 <input type="button" value="v"/>	75 9 <input type="button" value="v"/>	<input type="button" value="Boost Post"/>

06/09/2014 2:33 pm	The traffic signals at Fleming and Fulton streets are not working properly. Crews are working to fix them,		830		12 8		<a href="#">Boost Post</a>
06/09/2014 12:58 pm	2014 BED Parade		2.4K		7.4K 121		<a href="#">Boost Post</a>
06/06/2014 11:35 am	Bailey and Mika with enrichment		642		27 1		<a href="#">Boost Post</a>
06/05/2014 12:30 pm	The GCHS Marching Stampede recently participated in the National Memorial Day Parade in		1.3K		34 35		<a href="#">Boost Post</a>
06/05/2014 11:09 am	City of Garden City, KS – Local Government shared The Garden City Telegram's photo.		494		36 8		<a href="#">Boost Post</a>
06/05/2014 10:12 am	Goral Kid		453		7 4		<a href="#">Boost Post</a>

[See More](#)

Page | Activity 1 | **Insights** | Settings

Overview | Likes | **Reach** | Visits | Posts | People

Daily data is recorded in the Pacific time zone.

1W 1M 1Q

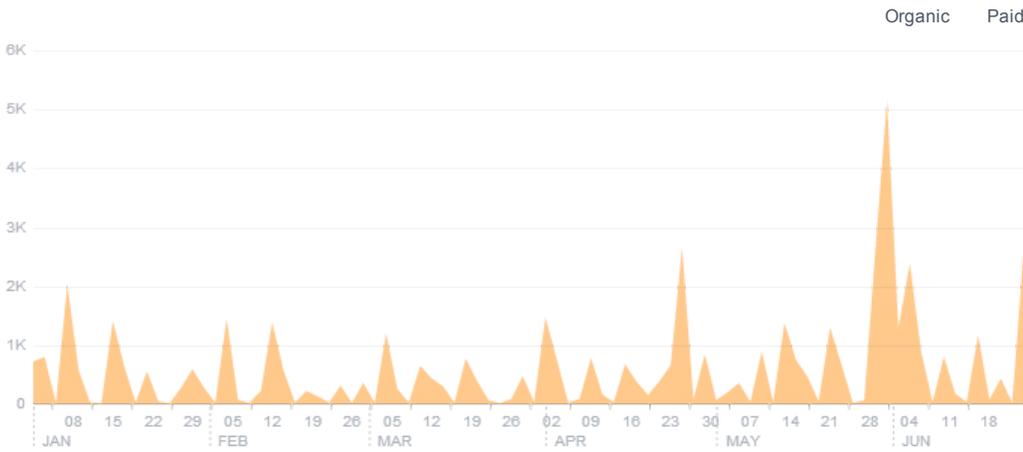


Start:

End:

### Post Reach

The number of people your post was served to.



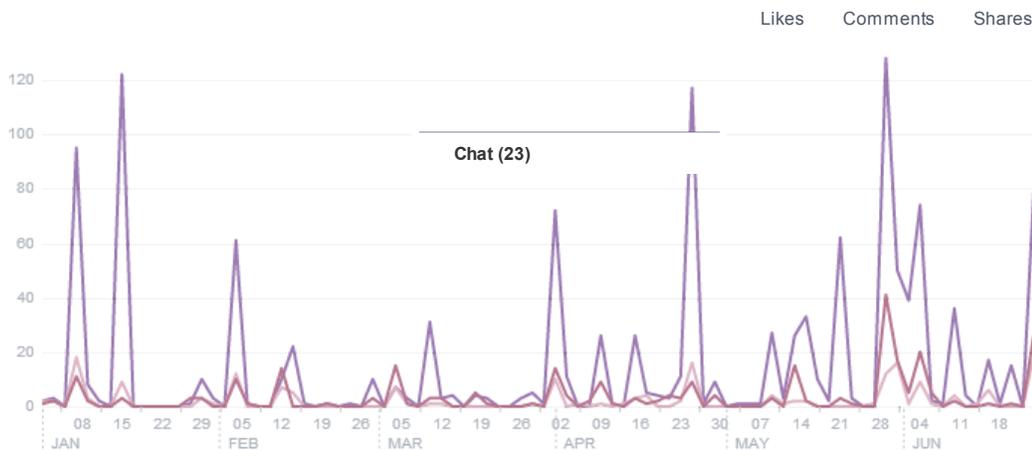
**BENCHMARK**  
Compare your average performance over time.

Organic

Paid

### Likes, Comments, and Shares

These actions will help you reach more people.



**BENCHMARK**  
Compare your average performance over time.

Likes

Comments

Shares

### Hide, Report as Spam, and Unlikes

These actions will decrease the number of people you reach.

Hide Post | Hide All Posts | Report as Spam | Unlike Page

**BENCHMARK**  
Compare your average performance over time.

Hide Post

- [Hide All Posts](#)
- [Report as Spam](#)
- [Unlike Page](#)



### Total Reach

The number of people who were served any activity from your Page including posts, posts by other people, Page like ads, mentions and checkins.



**BENCHMARK**  
Compare your average performance over time.

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Organic

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Paid

**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	225,522
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	227,284
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>1,307,290</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	528,216
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	526,978
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>3,048,815</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%	

# Meetings of Note



June 19, 2014

City Of Garden City  
PO Box 998  
Garden City KS 67846-0998

Dear City Of Garden City:

At Black Hills Energy, we see communicating with our customers as a valued component of our service to you. With that in mind, I want to inform you of a public hearing and comment period regarding the rate increase request we filed on April 29 with the Kansas Corporation Commission.

On the reverse side are additional details about the July 10 public hearing and the comment period, which includes the opportunity for Black Hills Energy customers to submit written comments to the KCC.

The KCC must approve any changes to our rates for service. As part of the process, the commission's staff will thoroughly review our request and carefully consider public comments and testimony from the Citizens' Utility Ratepayers Board, Black Hills representatives and other interested parties.

Since 2006, we have invested more than \$50 million in our natural gas system in Kansas. Yet, we haven't requested a rate increase in those eight years, a fact that reflects our focus on effective cost management and successful process improvement efforts.

Our rate request pertains only to *delivery costs* – less than half of the typical bill. The majority of a natural gas bill covers commodity costs, which we pass through to our customers without markup.

As proposed, the typical residential bill would increase an estimated \$4.17 a month. That's an increase of less than half the 2.23 percent annual rate of inflation since the last rate request, making natural gas service a good value compared to almost any other service.

With KCC approval, we expect to implement new rates in February of next year. For more information, please visit [www.blackhillsenergy.com/reliableKS](http://www.blackhillsenergy.com/reliableKS). There you'll find answers to frequent questions, a rate calculator, supporting web links detailing how rates are set, and energy-saving tips.

We appreciate the opportunity to serve you and our approximately 111,000 customers in 64 Kansas communities. Your comments are important to us, and we welcome your call to our customer service center at (888) 890-5554.

Sincerely,

A handwritten signature in black ink, appearing to read 'T. Jacobs', with a flourish at the end.

Todd Jacobs  
General Manager

# NOTICE OF PUBLIC HEARING AND PUBLIC COMMENT PERIOD CONCERNING NATURAL GAS SERVICE RATE INCREASE REQUEST

The Kansas Corporation Commission is holding a public hearing to allow Black Hills customers the opportunity to ask questions and make comments about Black Hills' rate increase proposal. In its application, Black Hills said the increase was necessary because the company has continued to make investments in its system to provide safe, reliable, and efficient natural gas service to its customers. The Company further stated it has experienced increases in wages, medical expenses, and supplier costs.

The requested increase would only affect the portions of a customer's bill that relate to the delivery of gas by Black Hills to customers, the fixed monthly "Customer Charge," and the per Therm "Commodity Charge."

The rate case does NOT involve the cost of gas that is collected through the Purchased Gas Adjustment (PGA). The cost to purchase natural gas supplies is not regulated and is subject to market forces such as supply and demand, storage volumes, and weather.

Black Hills' last rate increase of \$5.1 million was approved on May 16, 2007.

## PUBLIC HEARING

The public hearing is scheduled for:

**Thursday, July 10th, 2014 – Beginning at 6:00 p.m. Central Standard Time**

### Robert J. Dole Institute of Politics

University of Kansas  
Simons Media Room  
2350 Petefish Drive  
Lawrence, KS 66045

Video conferencing technology will be used to allow Black Hills customers in other areas of the state an opportunity to observe the hearing and address the Commission. The locations for video conferencing are:

### Eugene M. Hughes Metropolitan Complex

5015 E. 29th St. N.  
Room 180 – Door N  
Wichita, KS 67220

### Lee Richardson Zoo

Finnup Center for Conservation  
Baffa Lecture Hall  
312 E. Finnup Drive  
Garden City, KS 67846

### Northwest Kansas Technical College

(Begins at 5:00 p.m. Mountain Standard Time)  
1209 Harrison Street  
Room Studio A – Murray Building  
Goodland, KS 67735

The public hearing will take place in two parts. First, a question and answer period will allow the public to ask Black Hills representatives and the Commission Staff questions pertaining to the proposal. In the second part of the hearing, the public will be allowed to make formal statements to members of the Commission or their designated representative.

Any persons requiring special accommodations at any of the hearing sites under the Americans with Disabilities Act need to give notice to the Commission at least 10 days prior to the scheduled hearing date by calling (785) 271-3140.

## SUMMARY OF BLACK HILLS' PROPOSAL

Total overall increase: 6.7% = \$7.28 million

### Residential customers:

Average monthly bill increase: 7.5%, which includes:

- Monthly Customer Charge increase from \$16.00 to \$21.70
- Average monthly bill increase: \$4.17 per month (based on average bill of 711 therms per year)
- Decrease in Commodity Charge (per Therm) from \$00.14524 to \$00.14355

### Commercial customers:

Average monthly bill increase: 9.9%, which includes:

- Monthly Customer Charge increase from \$22.75 to \$36.00
- Decrease in Commodity Charge (per Therm) from \$00.14524 to \$00.14355

## NEW TARIFF PROPOSALS

As part of its application, Black Hills' is also seeking approval of the following tariffs:

1. A rider to pass on revenues recovered from customers previously served by Anadarko who are at risk due to their ability to by-pass the utility.
2. A rider to gradually increase revenues to cover the cost of five specific safety-related projects.
3. Requested funding and accounting order for the utility's FutureTrack Work Force Development Program.
4. Pension and Other Post Retirement Employee Benefits Trackers to defer and recover/refund in utility's next rate case the difference between the utility's actual costs and costs included in base rates.

## PUBLIC COMMENT PERIOD

The Commission will also accept written comments from Black Hills customers through September 22nd, 2014. Comments regarding the case should reference Docket No. 14-BHCG-502-RTS and may be sent to the Kansas Corporation Commission, Office of Public Affairs and Consumer Protection, 1500 S.W. Arrowhead Road, Topeka, KS 66604, or emailed to [public.affairs@kcc.ks.gov](mailto:public.affairs@kcc.ks.gov), or you may call 1-800-662-0027.

## EVIDENTIARY HEARING

The Commission will conduct an evidentiary hearing on the Black Hills rate increase request November 12th - 17th, 2014, at 9:00 a.m. in the first floor hearing room at its Topeka office. At this hearing Commission Staff, Black Hills representatives, and Citizens' Utility Ratepayer Board (CURB) will present their case to the Commission. The Commission must issue a decision by January 6th, 2015.

## ADDITIONAL INFORMATION

Black Hills' corporate office is located in Rapid City, South Dakota. It provides electric and natural gas utility service to 762,000 customers in the Midwest. In Kansas, Black Hills provides natural gas service to approximately 111,000 customers.

The Kansas Corporation Commission regulates public utilities including home telephone, natural gas, electric and water companies, as well as motor carriers, oil and gas pipeline, and oil and gas producers. The Commission's regulatory oversight of public utilities primarily pertains to rates and terms of service. In order to ensure that customers of regulated utilities are provided sufficient and efficient service at just and reasonable rates, utilities may not change their rates without Commission approval.

A complete copy of Black Hills' application and supporting testimony is available on the Commission's website at <http://kcc.ks.gov>, searching Docket Filings for Docket No. 14-BHCG-502-RTS. If you need additional assistance or more information about the requested rate increase or the public hearing, contact the Commission's Office of Public Affairs and Consumer Protection at 1-800-662-0027, or [public.affairs@kcc.ks.gov](mailto:public.affairs@kcc.ks.gov).



## 2014 SHRM of SWKS Business Leadership Conference

### Featuring Keynote Speaker Margaret Morford



Margaret is CEO for *The HR Edge, Inc.*, an international management consulting and training company. She has a BS degree from the University of Alabama and a JD degree from the Vanderbilt University School of Law. She has worked as an attorney, specializing in employment law as well as been Vice President of Human Resources for three large companies. She is often quoted as a business expert in newspapers and magazines across the country including *Wall Street Journal*, *New York Times*, *Chicago Tribune*, *USA Today*, *CBS Money Watch* and *Entrepreneur* and appears regularly on local ABC, CBS and Fox television affiliates. She is the author of the business books, “Management Courage – Having the Heart of a Lion” and “The Hidden Language of Business – Workplace Politics, Power & Influence.”

#### Topics:

- “What Eagles Dare” – The Critical Difference Between Managing and Leading
- “Once Upon a Time “- Using Organizational Story Telling to Build Core Values, Communicate Ethics, Inspire Teamwork and Develop Positive Culture!

#### WHEN / WHERE

Thursday, August 7, 2014—From 8:00 a.m. to 4:30 p.m.  
Garden City Community College— Academic Building Lecture Hall  
801 Campus Drive, Garden City, Kansas 67846

**REGISTRATION FEE:** \$65 for members and \$80 for nonmembers by August 1, 2014. After August 1, \$75 for members and \$90 for nonmembers . Includes a continental breakfast, lunch, snacks, and workshop materials.

**RSVP TO:** <http://www.shrmswks.com/Registration.asp>

**MORE INFORMATION :** Call Michelle Stegman at 620.276.1172 or by email at [michelle.stegman@gardencityks.us](mailto:michelle.stegman@gardencityks.us)



Certification  
Credit  
Pending

# CONSIDERATION OF APPROPRIATION ORDINANCE

# Ordinances & Resolutions

(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:

*504 N. 3<sup>rd</sup> Street- Tires & trash on property*  
*305 W. Mary Street- Trash 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 1<sup>st</sup> day of July, 2014.

\_\_\_\_\_  
**Roy Cessna, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**Celyn N. Hurtado, CITY CLERK**

**504 N. 3<sup>rd</sup> STREET**



**305 W. MARY STREET**



# Old Business



## Garden City Fire Department

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

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

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### MEMO

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To: GOVERNING BODY

From: Fire Chief Allen Shelton

Date: June 25, 2014

Re: FIRE FACILITY STUDY

#### ISSUE

A Fire Facility Study (FFS) has been authorized to identify the additions and improvements necessary to meet the criteria to maintain or improve our ISO rating of 3 for citizens of Garden City, and address quality living and working space for employees of the Garden City Fire Department.

#### BACKGROUND

The projects were both placed on the City of Garden City 2013-14 CIP Work Plan, early February 2014 the projects were reviewed by the CIP review committee with favorable review. The projects were then discussed at Commission Retreat and Goal Setting Session, directed by City Staff and Commission was given to Chief Shelton to pursue a consultant for the study. The attached RFQ was posted on the City of Garden City web page in late April.

Nine submittals were received by the May 23<sup>rd</sup> deadline. The responding firms were:

- Almont Associates – Circle Port, Florida
- Emergency Services Consulting International – Mooresville, North Carolina
- Firescope Mid-America – Fairfield Bay, Arkansas
- Hueber-Breuer Construction Co., Inc. – Syracuse, New York
- Ludwig Group, LLC – Memphis, Tennessee
- Matrix Consulting Group – Keller, Texas
- Mike Pietsch, P. E. Consulting Services, Inc. – Garland, Texas
- System Planning Corporation – Arlington, Virginia
- Public Safety Solutions, Inc. – Washington DC

A selection committee consisting of Commissioner's Chris Law, Melvin Dale, City Engineer Steve Cottrell, Battalion Chief Ken Seirer and myself reduced the field of nine down to three and held interviews on June 24<sup>th</sup>. The shortlist firms were Mike Pietsch, P.E. Consulting

Services, Inc., Paul Flippin, System Planning Corporation and Kent Greene, Emergency Services Consulting International. Following the interviews, the committee selected Emergency Services Consulting International, for Governing Body consideration and approval. Emergency Services Consulting International has the scope of services for the FFS.

ALTERNATIVES

- 1) The Governing Body may authorize to proceed with a negotiated contract for their services.
- 2) The Governing Body may reject proceeding with a FFS at this time.
- 3) The Governing Body may request consideration of one of the other consultants and authorize to proceed with a negotiated contract for their services.

RECOMMENDATION

Staff recommends to proceed with a negotiated contract for the services of the FFS.

FISCAL

Funding proposed in the amended 2014 Fire Department Budget

*Allen Shelton*



## Garden City Fire Department

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

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

May 7, 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. A selection criterion includes:

- 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

**COPY**



Letter of Interest

May 22, 2014

Allen Shelton, Fire Chief  
302 N. 9<sup>th</sup>  
Garden City, KS

RE: Letter of Interest – Fire Facility Study

Dear Chief Shelton,

Emergency Services Consulting International (ESCI) is pleased to submit the following letter of interest with regard to the Fire Facilities Study solicitation for the Garden City Fire Department. We recognize the importance of this project and appreciate your consideration of our company.

ESCI has completed numerous fire department and emergency service studies utilizing our highly qualified staff. ESCI has a working knowledge and understanding of contemporary fire service and EMS organizations and the complexity of current delivery systems, as well as our ability to utilize advanced analytical technology and methodology to ensure accurate observations and recommendations.

The pages that follow highlight ESCI's experience with similar studies, our highly qualified and experienced consultants, professional references, and other details that set ESCI apart from other consulting companies.

Kent Greene, ESCI's Senior Vice President, will be the Project Manager and will lead the Fire Facilities Study of the Garden City Fire Department. Kent has put together a project team that will provide the knowledge, support, and expertise that will contribute to the successful completion of this project.

We appreciate your consideration of our consulting team and look forward working with the Garden City Fire Department in this important endeavor. If you have any questions, please do not hesitate to contact Kent at 704-660-8027 or me at 800-757-3724.

**Corporate Office**  
25030 SW Parkway Avenue  
Suite 330  
Wilsonville, OR 97070  
503.570.7778

Sincerely,

Cynthia K. March  
Chief Operations Officer

**Eastern Region**  
111 Kilson Drive  
Suite 208  
 Mooresville, NC 28117  
704.660.8027

**National Capital Region**  
4025 Fair Ridge Drive  
Fairfax, VA 22033  
703.273.9363



## Profile of the Proposing Firm

### ESCI Capabilities

Emergency Services Consulting International (ESCI) is an international firm providing specialized, high quality, professional fire, police, communications, and EMS consulting services to organizations throughout the United States and Canada. ESCI has been meeting the needs of emergency services agencies since 1976 and is considered by many to be the nation’s leader in emergency services consulting. Utilizing a staff of six personnel and over 40 field consultants nationwide, ESCI provides consulting services to municipalities, districts, nonprofit organizations, and the industrial and commercial community.

ESCI is recognized as an expert in the field by the emergency service community. This is confirmed by our ongoing relationship with the International Association of Fire Chiefs (IAFC), the United States Department of Defense, the Western Fire Chiefs Association, the National Fallen Firefighters Foundation, the National Volunteer Fire Council, and the hundreds of clients we serve from coast to coast.

Since the beginning, ESCI has operated on the principles of honesty, integrity, and service. ESCI’s philosophy is to maintain an active involvement within the emergency service disciplines and related fields, staying ahead of the rapid changes and issues facing our clients.

The mission of ESCI is to **improve public safety by facilitating the best, most advanced policy decisions.**

*...facilitating the best, most advanced policy decisions*

We will accomplish this by providing the highest value of consulting services and educational programs. ESCI utilizes a team of professionals committed to offering highly beneficial programs covering current and anticipated fire, police, communications, emergency management, and emergency medical services issues and needs.

We provide a wide array of services including organization audits and evaluations; cooperative effort and consolidation; health and safety evaluations; master, strategic, and growth management plans; deployment planning; hazard mitigation planning; executive searches; assessment centers; and customized consulting. ESCI has helped improve emergency services in hundreds of communities throughout the country. Our innovative training programs are improving the way organizations and people work.

ESCI encourages creative solutions to complex system dilemmas. The firm recognizes the cultural, economic, operational, legal, and political realities of the local environment. ESCI avoids pre-conceived biases in order to develop and implement imaginative and long-lasting solutions. In addition, ESCI equips its clients with the background, understanding, and confidence to tackle future problems as they arise.

ESCI at a Glance

- Mission: Improve public safety by facilitating the best, most advanced policy decisions
- Established in 1976
- Headquartered in Wilsonville, Oregon; with branch offices in Mooresville, North Carolina; and Fairfax, Virginia
- Extensive fire and EMS consulting throughout the US and Canada
- Six employees, over 40 expert field consultants



All of ESCI's field associates are active practitioners in their respective fields, with many involved in highly visible and responsible national leadership positions in law enforcement and fire/rescue services. We understand your issues, challenges, responsibilities, and offer proven methods to improve your effectiveness.

### *The ESCI Advantage*

ESCI's advantage begins with our technical expertise and capability, extends to our experienced and highly qualified staff, and concludes with a product that will enable the Fire Department to meet the challenges of providing fire protection and emergency medical services into the future.

ESCI's team has first-hand experience in the process of analyzing emergency service providers and recommending an array of opportunities that are economically, culturally, and operationally feasible. Each team member is a specialist in fire, rescue, EMS, or related fields. The team will work collaboratively to create the best possible strategies and options for the Fire Department's decision makers. The *ESCI Advantage* includes:

- A clear understanding and appreciation of the complexity of the local and regional environment in Kansas. Some current and previous clients and projects in Kansas include:
  - Topeka, Kansas (Facility Deployment Study)
  - Consolidated Fire District 2, Kansas (Standards of Cover Analysis)
- Over 35 years of public safety consulting experience; the successful completion of hundreds of consulting engagements. Some recent projects involving Fire Facilities studies include the following:
  - Orange County Fire Authority, CA
  - City of Edmond Fire Department, OK
  - Barnstable Fire Department, MA
  - City of Wausau, WI
  - Spearfish Fire Department, SD
  - City of Danville, VA
  - Kansas City, MO
- The ability to deliver a high quality product on time and with organizational support and endorsement.
- Knowledge of contemporary issues associated with delivery of emergency services.
- Experience with a variety of jurisdictions including municipalities, counties, state government, and the U.S. Department of Defense.
- A highly skilled and knowledgeable team of professionals with skill-sets necessary to meet your expectations.

To better serve our clients, ESCI maintains three regional offices. Contact information for each office and a complete organization chart are provided on the following page.



## Project Understanding and Methodology

### *Project Understanding*

ESCI understand that the Garden City Fire Department is seeking a professional, third-party consultant to conduct a Fire Facilities Study to serve as a planning guide for current and future needs of the department. This study will evaluate the current and future staffing, facilities, and apparatus needs of the department. ESCI will evaluate and identify deficiencies from the last Public Protection Classification Survey of January 18, 2012; analyze current and recommended response and model future responses based on recommended facility locations scenarios using NFPA 1710 standards of response; make recommendations to improve fire suppression services in the present and the future; explain how recommended changes will impact the department's ISO rating and its cost/benefit to the community.

### **Methodology**

ESCI's methodology reflects our understanding of your expectations and our experience in working with fire protection agencies in communities of similar size and character throughout North America. Key elements of ESCI's methodology include:

- A clear understanding of the project background, goals and objectives, and the complex issues that must be addressed.
- A comprehensive, well designed, and practical work plan that provides opportunities for stakeholder input.
- The utilization of the latest web-based communications technology, computer modeling, and geographic information systems (GIS).
- The commitment of sufficient professional resources and an ability to complete the project successfully meeting or exceeding the outlined scope and deliverables within the desired period at a reasonable cost.
- The production of a written report that provides systematic observation, analysis, and recommendations for all components and organizational systems.

ESCI employs ArcMap<sup>®</sup>, the most widely used product among local governments for GIS. ESCI performs statistical and analytical analysis of current and projected service demands, response time performance analysis, workload analysis, station location, and travel time modeling utilizing additional tools such as *Network Analyst*, *3D Analyst*, and *Spatial Analyst*. These tools, along with the considerable expertise of our consultants and staff, allow for the most advanced analysis available within the public safety field.

ESCI has established a model for analyzing the performance of fire companies both by means of conventional data analysis (temporal and workload analysis), as well as through the use of GIS (geographic analysis by fire management zone). Our analysis techniques primarily involve the use of geocoded CAD (computer-aided dispatch) data or NFIRS (National Fire Incident Reporting System) records, along with travel time modeling.

ESCI's use of these products is intended to facilitate the ability of our clients or their GIS divisions to continue with the processes of performance analysis and projection after ESCI completes its study, in most cases without the need for purchasing or learning new software platforms. When the study is completed, ESCI provides the data sets and all ArcMap<sup>®</sup> feature data that were used or developed during the study to the client for future use.

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### **Effective Project Coordination and Management**

During engagement, all work progress is measured against a work plan, timetable, budget, and deliverables. During the project, team members confer frequently to discuss progress as well as new or unanticipated issues. Our project management methodology ensures that services and activities are efficiently conducted and are focused, coordinated, and logical. All project team members are available for the duration of the project.

The selection and experience of the project manager is important to the success of this project. ESCI is offering in Kent Greene a project manager who will:

- Assist in the development and coordination of a project work plan.
- Have the ability to work closely with the department's representatives.
- Facilitate project team meetings to share project findings and ideas.
- Provide direction based on experience in similar situations and knowledge of the department's capabilities and requirements.



**To:** City Commission  
**Date:** June 24, 2014  
**From:** Matt Allen, City Manager & Melinda Hitz, Finance Director  
**RE:** 2015 Budget Changes

---

CITY COMMISSION

ROY CESSNA,  
Mayor

MELVIN L. DALE

JANET A. DOLL

DAN FANKHAUSER

J. CHRISTOPHER LAW

MATTHEW C. ALLEN  
City Manager

MELINDA A. HITZ, CPA  
Finance Director

RANDALL D. GRISELL  
City Counselor

**Issue:**

The City Commission is asked to decide on funding issues for 2014/2015 budget preparation. The City valuation has not been received to finalize the budget process.

**Background:**

Preparation of the 2015 budget began in the fall of 2013, with the citizen-based capital budgeting process. The citizen-based capital budgeting process culminated in the preparation of a draft CIP which was reviewed and considered as part of the City Commission Goal Setting Retreat, in February 2014. At this retreat, the Commission also established goals for 2014 and 2015 to assist staff in developing a draft annual budget.

During March and April of 2014, City staff developed departmental budget requests which when finalized will be the City Manager's Proposed Budget as required by the form of government.

The budget was presented by the staff to the Commission, fund by fund, over the course of four Commission meetings. At those meetings suggested alternatives and changes were made by Commissioners. Commissioners and staff have also offered possible changes based on more updated current year revenue and expense estimates. Final review of departmental budgets and capital improvement programs have resulted into changes proposed for this meeting.

The resulting list of suggested changed are listed in the following table.

CITY ADMINISTRATIVE  
CENTER  
301 N. 8<sup>TH</sup>  
P.O. Box 998  
GARDEN CITY, KS  
67846-0998  
620.276.1160  
FAX 620.276.1169  
[www.garden-city.org](http://www.garden-city.org)



**Table 1. Proposed Changes to the 2014 - 2015 Budget**

<b>REVENUE</b>	<b>2015</b>	<b>2014</b>
Motor Vehicle Taxes Overall	-111,747	
<i>General Fund -</i>		
<i>Municipal Court Fines</i>	-50,000	-50,000
<b>Revenue (Decreased) Totals</b>	<b>-161,747</b>	<b>-50,000</b>
	<b>2015</b>	<b>2014</b>
<b>EXPENDITURES</b>		
General Fund Salary Pool Adjustment	55,000	
Police Dept		
Investigations-Detective	-25,000	
Street Dept		
Sidewalk Program		10,000
Inspections		
LEPG Grant	-5,000	
Parks Dept		
Sports Complex Annual Funding	50,000	
Zoo Dept		
Animal Division-Gator	-12,000	
Fire Dept		
Facility Study		30,000
Plan Design Based On Study	120,000	
Cemetery		
Roads-Seal Coat	20,000	
Capital Improvement		
Rail Consultant		5,000
CIP Admin Center-Windows/Breakers		175,000
Social Funding	-20,000	
<b>Expenditure (Increased) Totals</b>	<b>183,000</b>	<b>220,000</b>
Net 2014-2015 Budget Changes	<b>614,747</b>	
<b>***Under Consideration</b>		
Police Dept Shooting Range	25,000	
Downtown Jumpstart Program Phase 2	25,000	

**CITY COMMISSION**

ROY CESSNA,  
Mayor

MELVIN L. DALE

JANET A. DOLL

DAN FANKHAUSER

J. CHRISTOPHER LAW

MATTHEW C. ALLEN  
City Manager

MELINDA A. HITZ, CPA  
Finance Director

RANDALL D. GRISELL  
City Counselor

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Following are some 2015 budget assumptions you may wish to consider as well:

- This budget includes a 2% salary pool to fund employee performance-based increases.
- 1) Proposed for your consideration is an additional .5% that you fund the salary pool at 2.5% for 2015.



CITY COMMISSION

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City Counselor

- This budget also includes an additional \$20 per employee per month contribution by the City toward Fund 55 (Health Insurance). This will be an additional \$72,000 expense to the operating funds (taxing and enterprise) and additional \$72,000 revenue to Fund 55 (Health Insurance).
- This budget includes funding for partner agencies (FCEDC and Downtown Vision) as requested.

At this time we are basing calculations with a mill value of \$171,000. With the changes noted in this memo, it is fairly certain that the City could propose an overall one mill reduction. Adjustments have occurred in the cash balance carryover to 2016 for these changes to be realized. We are now calculating that amount to be \$2,450,000 which is \$100,000 higher than the carry over to 2015.

**Alternatives:**

1. Make adjustments to the proposed changes as noted in this document.
2. Direct staff to proceed as presented.

**Recommendation:**

Staff recommends to proceed as presented.

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**To:** City Commission  
**Date:** June 30, 2014  
**From:** Matt Allen, City Manager & Melinda Hitz, Finance Director  
**RE:** 2015 Proposed Budget

---

CITY COMMISSION

ROY CESSNA,  
Mayor

MELVIN L. DALE

JANET A. DOLL

DAN FANKHAUSER

J. CHRISTOPHER LAW

MATTHEW C. ALLEN  
City Manager

MELINDA A. HITZ, CPA  
Finance Director

RANDALL D. GRISELL  
City Counselor

**Issue:**

The City has received the valuation information for the 2015 budget preparation and is submitting a few changes to the previous memo for your consideration.

**Background:**

The valuation for the City of Garden City for 2015 is \$175,704,428. This is \$6,409,885 more than 2014. Taking the new valuation into consideration we made the following changes to the 2015 budget proposal:

- Added \$85,000 to the Airport budget for the Airport Lagoon Capital Project.
- Added \$25,000 to the Police Department budget for the city share of the indoor shooting range study.

Once these changes were made the general fund cash balance carryover to 2016 is \$2,450,000 which is \$100,000 more than last years budgeted carryover.

**Alternatives:**

1. Authorize the Notice of Public Hearing for July 15, 2014 at 1:30 pm using the Notice of Hearing as attached.
2. Authorize the Notice of Public Hearing for July 15, 2015 at 1:30 pm using any combination of amendments in the budget memo.

**Recommendation:**

Staff recommends the Notice of Public Hearing as presented in your packet.

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**NOTICE OF BUDGET HEARING**

The governing body of  
**City of Garden City**

will meet on July 15, 2014 at 1:30 P.M. at City Administrative Center for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax. Detailed budget information is available at Service and Finance Office and will be available at this hearing.

**BUDGET SUMMARY**

Proposed Budget 2015 Expenditures and Amount of 2014 Ad Valorem Tax establish the maximum limits of the 2015 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2013		Current Year Estimate for 2014		Proposed Budget for 2015		
	Expenditures	Actual Tax Rate *	Expenditures	Actual Tax Rate *	Budget Authority for Expenditures	Amount of 2014 Ad Valorem Tax	Estimate Tax Rate *
General	19,960,615	21.932	21,103,295	21.382	23,942,951	3,230,461	18.386
Debt Service	1,811,454	9.014	2,065,000	3.831	2,433,547	1,618,016	9.209
Airport	931,748	3.033	1,230,000	8.433	1,325,934	830,453	4.726
Recreation Commisison	924,707	5.003	944,000	4.954	967,136	878,556	5.000
TIF	0		123,000		929,113		
Capital Reserve	46,110		1,190,371		132,250		
CD Loan Fund	2,270		7,250		20,000		
Cemetery Endowment	0		3,000		16,100		
Community Trust	820,072		950,000		2,812,750		
DEA Forfeiture	25,895		35,000		36,800		
Drug Enforcement	23,984		25,000		25,600		
Economic Develoment Loan	1,047		155,000		226,750		
Enhanced Wireless	104,363		242,000		242,000		
Finnup Trust	181,789		163,952		108,800		
12-6a 13 Revolving	27,823		98,000		30,000		
Risk Management	27,162		69,936		146,000		
Special Alcohol-Drug Abuse	75,880		85,000		85,205		
Special Recreation & Parks	101,226		179,658		101,500		
Special Trafficway	682,722		840,250		874,000		
Workers Compensation	348,173		305,750		334,500		
Workers Compensation Resv	81,331		125,000		350,000		
Community Development	63,875		50,000		50,000		
Health Insurance	3,849,062		3,477,600		3,916,250		
Health Insurance Resv	700,000		0		0		
Project Development	143,057		107,500		102,000		
Airport Improvement	644,140		427,500		1,372,128		
Electric Utility	27,974,330		31,303,427		31,003,095		
Golf Course	881,847		949,000		964,750		
Golf Course Building	32,806		11,500		20,750		
Solid Waste Utility	2,856,138		3,035,000		3,124,750		
Drainage Utility	84,758		168,250		171,000		
Water & Sewer Utility	7,871,181		9,289,250		9,350,750		
Wastewater Repair & Replac	400,000		100,000		275,000		
Water Maintenance Resv	450,000		435,000		150,000		
Utility Deposit	190,965		255,000		815,000		
Capital Projects	10,502,885		0		0		
Totals	82,823,415	38.982	79,549,489	38.600	86,456,409	6,557,486	37.321
Less: Transfers	4,818,037		3,787,600		3,351,100		
Net Expenditure	78,005,378		75,761,889		83,105,309		
Total Tax Levied	6,402,605		6,534,431		XXXXXXXXXXXXXXXXXX		
Assessed Valuation	164,252,630		169,294,543		175,704,428		

Outstanding Indebtedness,

	2012	2013	2014
January 1,			
G.O. Bonds	24,455,000	21,055,750	27,834,000
Revenue Bonds	0	0	0
Lease Purchase Principal	694,026	601,250	1,331,740
Temporary Notes	25,000	0	21,140,000
Total	25,174,026	21,657,000	50,305,740

\*Tax rates are expressed in mills

**Melinda Hitz**

City Official Title: Finance Director

# New Business



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

## MEMORANDUM

DATE: June 25, 2014  
TO: Governing Body  
FROM: Alan Geier  
RE: Park and Tree Board Vacant Position

---

Issue: Open Board Position

Background:

- Steve Michel resigned from the Park and Tree Advisory Board
- Two applicants: David Coltrain and Jacob Bradshaw

Alternatives:

- Appoint David Coltrain to fill the vacant position on the Advisory Board
- Appoint Jacob Bradshaw to fill the vacant position on the Advisory Board
- Governing Body selecting another candidate to fill the position

Board's Recommendation:

- Board recommends appointing David Coltrain to fill the vacant position on the Park and Tree Advisory Board

The Park and Tree Advisory Board requests Governing Body consideration on the above item.

**GARDEN CITY IS MY TOWN TOO!**

I would be willing to serve on a planning or advisory board/committee.

NAME: David Coltrain HOME PHONE: 620-765-2030

ADDRESS: 2902 Terrace PL WORK PHONE: 620-272-3670

E-MAIL ADDRESS: coltrain@ksu.edu

OCCUPATION (if employed): K-State Research & Ext. Finney Co.

PLACE OF EMPLOYMENT: Finney County Extension

HOW LONG HAVE YOU BEEN A RESIDENT OF GARDEN CITY? 1 year

DESCRIBE WHY YOU ARE INTERESTED IN SERVING ON A BOARD/COMMISSION:

I have been attending and am happy to be on the Board

OTHER APPLICABLE EXPERIENCE: Lots of Hort experience

PLEASE CHECK THE ONES IN WHICH YOU ARE INTERESTED IN SERVING:

Airport

Lee Richardson Zoo

Alcohol Fund Advisory Board

Parks & Tree

Art Grant Committee

Planning Commission

Building Safety Board of Appeals

Police/Citizen

Cultural Relations

Recreation Commission

Golf

Traffic Committee

Environmental Issues Board

Zoning Board of Appeals

Landmarks Commission

Local Housing Authority

**RETURN THIS FORM TO:**

City Manager's Office - Attn: Celyn  
City Administrative Center  
P.O. Box 998  
Garden City, KS 67846-0998

**GARDEN CITY IS MY TOWN TOO!**

I would be willing to serve on a planning or advisory board/committee.

NAME: Jacob Bradshaw HOME PHONE: \_\_\_\_\_

ADDRESS: 1022 Inge WORK PHONE: 620-640-7581

E-MAIL ADDRESS: Jacob.Bradshaw@yahoo.com

OCCUPATION (if employed): Direct Support Staff

PLACE OF EMPLOYMENT: ResCare

HOW LONG HAVE YOU BEEN A RESIDENT OF GARDEN CITY? 16 years

DESCRIBE WHY YOU ARE INTERESTED IN SERVING ON A BOARD/COMMISSION:

I want to go into politics when I am older. I care about my city, I would like to help and make a difference

OTHER APPLICABLE EXPERIENCE: Former president of my school's Student Council

PLEASE CHECK THE ONES IN WHICH YOU ARE INTERESTED IN SERVING:

- |  |   |
|--|---|
| <input type="checkbox"/> Airport                               | <input type="checkbox"/> Lee Richardson Zoo               |
| <input type="checkbox"/> Alcohol Fund Advisory Board           | <input checked="" type="checkbox"/> Parks & Tree          |
| <input type="checkbox"/> Building Safety Board of Appeals      | <input type="checkbox"/> Planning Commission              |
| <input type="checkbox"/> Cultural Relations                    | <input checked="" type="checkbox"/> Police/Citizen        |
| <input type="checkbox"/> Golf                                  | <input checked="" type="checkbox"/> Recreation Commission |
| <input checked="" type="checkbox"/> Environmental Issues Board | <input type="checkbox"/> Traffic Committee                |
| <input checked="" type="checkbox"/> Landmarks Commission       | <input type="checkbox"/> Youth Council                    |
| <input checked="" type="checkbox"/> Local Housing Authority    | <input type="checkbox"/> Zoning Board of Appeals          |

**RETURN THIS FORM TO:**

City Manager's Office – Attn: Celyn  
City Administrative Center  
P.O. Box 499  
Garden City, KS 67846-0499

5-20-2014

With this letter I will be resigning from the Garden City Parks and Tree Advisory board as of this date.

I have thoroughly enjoyed my 12 plus years on the board. We were able to make significant changes to improve the parks of Garden City. With the hiring of a City Forester we now have a qualified professional to carry on the maintenance of the current urban forest and to hopefully improve and increase the canopy of the City.

I hope that we can finish current projects as soon as possible namely the Taylor avenue landscaping which has gone on way too long now—probably 6 years or more.

The installation of specimen trees at the Forest Lake Park location is another project to be finished. I think we had some \$25,000 for the Taylor Avenue and Forest Lake projects. These trees were to be labeled and used as an educational display.

I also think we should step up the Hazardous tree removal in City right of ways and increase the removal of Hazardous trees on private property.

I feel I have served the City and am looking to other opportunities to serve the community.

Steve Michel

<b>DAVID MILLER - Chairman</b> 2204 Belmont Place <a href="mailto:dgmiller60@cox.net">dgmiller60@cox.net</a>	H: 275-7470 C: 276-4945	2008	J Garvert Appointed 1/23/07 Resigned 4/7/08 D Miller Appointed 7/8/08 Term ends 2014
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<b>STEVE MICHEL - Vice Chair</b> 8715 E. Six Mile Road <a href="mailto:michel@wbsnet.org">michel@wbsnet.org</a>	W: H: 275-1519 C: 271-2929	2007	Appointed 12/11/01 Reappointed 11/23/04 Reappointed 12/28/07 Term ends 2016
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<b>MIKE RAMSEY - Secretary</b> 8105 N. Jennie Barker Road <a href="mailto:ramsey.hmbcr@sbcglobal.net">ramsey.hmbcr@sbcglobal.net</a>	W: 276-3203 H: 275-0647	2007	Appointed 12/10/02 Reappointed 11/23/04 Reappointed 12/28/07 Term ends 2016
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<b>JOHN BRENNAMAN</b> 2305 Estes Place <a href="mailto:jebrennaman@sbcglobal.net">jebrennaman@sbcglobal.net</a>	W: C: 272-3405	2011	Appointed Term ends 2015
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<b>ALAN RIEDEL</b> 910 E. Edwards <a href="mailto:ariedel@finneycounty.org">ariedel@finneycounty.org</a>	W: H: 275-7175	2011	Appointed 5/1/2011 Term ends 2014
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<b>Larry Scheuchzer</b> 917 Center <a href="mailto:lscheuchzer@cox.net">lscheuchzer@cox.net</a>	H: 276-7083	2013	Appointed 11/3/13 Term ends 2016
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<b>KRIS SMITH</b> 1713 Old Manor <a href="mailto:sameoldkris@hotmail.com">sameoldkris@hotmail.com</a>	W: 620-872-7714 H: 620-805-6014 C: 640-5702	2012	Appointed 1/17/2012 Term ends 2015
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<b>ALAN GEIER</b> Supt. of Public Grounds 2505 Carriage Lane <a href="mailto:ageier@garden-city.org">ageier@garden-city.org</a>	W: 271-1574 H: 275-4426 C: 272-7653
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<b>JOHN KLEMPA</b> District Forester Kansas Forest Service 2106 E Spruce Garden City, KS 67846 <a href="mailto:jdklempa@ksu.edu">jdklempa@ksu.edu</a>
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<b>DAVID COLTRAIN</b> Extension Agent - Agriculture & Natural Resources K-State Research & Extension 501 S. 9th Street / P.O. Box 478 Garden City, KS 67846 <a href="mailto:coltrain@ksu.edu">coltrain@ksu.edu</a>
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# Consent Agenda



To: City Commission  
 From: Rachelle Powell  
 Date: June 30, 2014  
 RE: AIP 36 Grant Agreement

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### Issue

Governing Body consideration and approval of the Grant Agreement for AIP 36 – Reconstruction of Taxiway C West of Runway 17-35 (Design Only) between the City of Garden City and U.S. Department of Transportation Federal Aviation Administration.

### Background

Runway 12 does not have a taxiway connected to the end of the runway. Aircraft are forced to back-taxi on the runway, which creates a hazardous situation. The FAA Runway Safety Team highly recommended construction of a partial parallel taxiway that connects to the end of Runway 12 in order to eliminate back-taxiing aircraft. This project will design the reconstruction of Taxiway C West of Runway 17-35 (partial parallel Taxiway F to the end of runway 12) with construction to follow in 2015. A visual reference is included on the following page.

### Alternatives

1. Governing Body consideration and approval of the Grant Agreement for AIP 36 – Reconstruction of Taxiway C West of Runway 17-35 (Design Only) between the City of Garden City and U.S. Department of Transportation Federal Aviation Administration.
2. Governing Body consideration and disapproval of the Grant Agreement for AIP 36 – Reconstruction of Taxiway C West of Runway 17-35 (Design Only) between the City of Garden City and U.S. Department of Transportation Federal Aviation Administration.
3. Governing Body provide guidance for staff.

### Recommendation

Governing Body consideration and approval of the Grant Agreement for AIP 36 – Reconstruction of Taxiway C West of Runway 17-35 (Design Only) between the City of Garden City and U.S. Department of Transportation Federal Aviation Administration.

### Fiscal Note

The City of Garden City share for Airport Improvement Projects has increased to 10% and the Federal Aviation Administration's share has decreased to 90%. The FY2014 funding for AIP 36 is as follows:

Project Name	City Share 10%	Federal Share 90%	Total
Reconstruction of Taxiway C West of RWY 17-35 Design Only (Taxiway F)	\$18,514	\$166,627	\$185,141





U.S. Department  
of Transportation  
Federal Aviation  
Administration

## GRANT AGREEMENT

### PART I – OFFER

Date of Offer JUN 11 2014

Airport/Planning Area Garden City Regional

AIP Grant Number 3-20-0034-036-2014

DUNS Number 073 324 220

**TO: City of Garden City, Kansas**  
(herein called the "Sponsor")

**FROM: The United States of America**

(acting through the Federal Aviation Administration, herein called the "FAA")

**WHEREAS**, the Sponsor has submitted to the FAA a Project Application dated June 3 2014, for a grant of Federal funds for a project at or associated with the Garden City Regional, which is included as part of this Grant Agreement; and

**WHEREAS**, the FAA has approved a project for the Garden City Regional (herein called the "Project") consisting of the following:

#### **Reconstruction of Taxiway C West of Runway 17-35 (Design Only)**

which is more fully described in the Project Application.

**NOW THEREFORE**, According to the applicable provisions of the former Federal Aviation Act of 1958, as amended and recodified, 49 U.S.C. 40101, et seq., and the former Airport and Airway Improvement Act of 1982 (AAIA), as amended and recodified, 49 U.S.C. 47101, et seq., (herein the AAIA grant statute is referred to as "the Act"), the representations contained in the Project Application, and in consideration of (a) the Sponsor's adoption and ratification of the Grant Assurances dated March 2014, and the Sponsor's acceptance of this Offer, and (b) the benefits to accrue to the United States and the public from the accomplishment of the Project and compliance with the Grant Assurances and conditions as herein provided,

**THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES** to pay **90 percent** of the allowable costs incurred accomplishing the Project as the United States share of the Project.

This Offer is made on and **SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:**

### CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is **\$166,627**. For the purposes of any future grant amendments which may increase the foregoing maximum obligation of the United States under the provisions of 49 U.S.C. § 47108(b), the following amounts are being specified for this purpose:
  - \$ -0- for planning
  - \$166,627** for airport development or noise program implementation
  - \$ -0- for land acquisition.
2. **Ineligible or Unallowable Costs.** The Sponsor must not include any costs in the project that the FAA has determined to be ineligible or unallowable.
3. **Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with the regulations, policies and procedures of the Secretary. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.
4. **Completing the Project Without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the project without undue delays and in accordance with this agreement, and the regulations, policies and procedures of the Secretary. The Sponsor also agrees to comply with the assurances which are part of this agreement.
5. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.
6. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs of the project unless this offer has been accepted by the Sponsor on or before **July 21, 2014**, or such subsequent date as may be prescribed in writing by the FAA.
7. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner in any project upon which Federal funds have been expended. For the purposes of this grant agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor that were originally paid pursuant to this or any other Federal grant agreement. The Sponsor must obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.
8. **United States Not Liable for Damage or Injury.** The United States is not be responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this grant agreement.

9. **System for Award Management (SAM) Registration And Universal Identifier.**

A. Requirement for System for Award Management (SAM): Unless the Sponsor is exempted from this requirement under 2 CFR 25.110, the Sponsor must maintain the currency of its information in the SAM until the Sponsor submits the final financial report required under this grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).

B. Requirement for Data Universal Numbering System (DUNS) Numbers

1. The Sponsor must notify potential subrecipient that it cannot receive a contract unless it has provided its DUNS number to the Sponsor. A subrecipient means a consultant, contractor, or other entity that enters into an agreement with the Sponsor to provide services or other work to further this project, and is accountable to the Sponsor for the use of the Federal funds provided by the agreement, which may be provided through any legal agreement, including a contract.
2. The Sponsor may not make an award to a subrecipient unless the subrecipient has provided its DUNS number to the Sponsor.
3. Data Universal Numbering System: DUNS number means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D & B) to uniquely identify business entities. A DUNS number may be obtained from D & B by telephone (currently 866-492-0280) or the Internet (currently at <http://fedgov.dnb.com/webform>).

10. **Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the Sponsor must make each payment request under this agreement electronically via the Delphi eInvoicing System for Department of Transportation (DOT) Financial Assistance Awardees.

11. **Informal Letter Amendment of AIP Projects.** If, during the life of the project, the FAA determines that the maximum grant obligation of the United States exceeds the expected needs of the Sponsor by \$25,000 or five percent (5%), whichever is greater, the FAA can issue a letter to the Sponsor unilaterally reducing the maximum obligation. The FAA can also issue a letter to the Sponsor increasing the maximum obligation if there is an overrun in the total actual eligible and allowable project costs to cover the amount of the overrun provided it will not exceed the statutory limitations for grant amendments. If the FAA determines that a change in the grant description is advantageous and in the best interests of the United States, the FAA can issue a letter to the Sponsor amending the grant description.

By issuing an Informal Letter Amendment, the FAA has changed the grant amount or grant description to the amount or description in the letter.

12. **Air and Water Quality.** The Sponsor is required to comply with all applicable air and water quality standards for all projects in this grant. If the Sponsor fails to comply with this requirement, the FAA may suspend, cancel, or terminate this grant.

13. **Financial Reporting and Payment Requirements.** The Sponsor will comply with all federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.

14. **Buy American.** Unless otherwise approved in advance by the FAA, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured products produced outside the United States to be used for any project for which funds are provided under this grant. The Sponsor will include a provision implementing Buy American in every contract.

15. **Maximum Obligation Increase For Nonprimary Airports.** In accordance with 49 U.S.C. § 47108(b), as amended, the maximum obligation of the United States, as stated in Condition No. 1 of this Grant Offer:
- A. may not be increased for a planning project;
  - B. may be increased by not more than 15 percent for development projects;
  - C. may be increased by not more than 15 percent or by an amount not to exceed 25 percent of the total increase in allowable costs attributable to the acquisition of land or interests in land, whichever is greater, based on current credible appraisals or a court award in a condemnation proceeding.
16. **Audits for Public Sponsors.** The Sponsor must provide for a Single Audit in accordance with 2 CFR Part 200. The Sponsor must submit the Single Audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at <http://harvester.census.gov/facweb/>. The Sponsor must also provide one copy of the completed 2 CFR Part 200 audit to the Airports District Office.
17. **Suspension or Debarment.** The Sponsor must inform the FAA when the Sponsor suspends or debars a contractor, person, or entity.
18. **Ban on Texting When Driving.**
- A. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
    - 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to a grant or subgrant.
    - 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
      - a. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
      - b. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
  - B. The Sponsor must insert the substance of this clause on banning texting when driving in all subgrants, contracts and subcontracts
19. **Trafficking in Persons.**
- A. Prohibitions: The prohibitions against trafficking in persons (Prohibitions) that apply to any entity other than a State, local government, Indian tribe, or foreign public entity. This includes private Sponsors, public Sponsor employees, subrecipients of private or public Sponsors (private entity) are:
    - 1. Engaging in severe forms of trafficking in persons during the period of time that the agreement is in effect;
    - 2. Procuring a commercial sex act during the period of time that the agreement is in effect; or
    - 3. Using forced labor in the performance of the agreement, including subcontracts or subagreements under the agreement.
  - B. In addition to all other remedies for noncompliance that are available to the FAA, Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C.

7104(g)), allows the FAA to unilaterally terminate this agreement, without penalty, if a private entity –

1. Is determined to have violated the Prohibitions; or
2. Has an employee who the FAA determines has violated the Prohibitions through conduct that is either—
  - a. Associated with performance under this agreement; or
  - b. Imputed to the Sponsor or subrecipient using 2 CFR part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by the FAA at 49 CFR Part 29.

20. **Exhibit A Incorporated by Reference.** The Exhibit “A” updated **August 4, 2005**, filed with AIP Project **3-20-0024-034**, is incorporated herein by reference.

### SPECIAL CONDITIONS

**SC1. Pavement Maintenance Management Program:** The Sponsor agrees that it will implement an effective airport pavement maintenance management program as required by Grant Assurance Pavement Preventive Management. The Sponsor agrees that it will use the program for the useful life of any pavement constructed, reconstructed, or repaired with federal financial assistance at the airport. The Sponsor further agrees that the program will

1. follow FAA Advisory Circular 150/5380-6, “Guidelines and Procedures for Maintenance of Airport Pavements,” for specific guidelines and procedures for maintaining airport pavements, establishing an effective maintenance program, specific types of distress and its probable cause, inspection guidelines, and recommended methods of repair;
2. detail the procedures to be followed to assure that proper pavement maintenance, both preventive and repair, is performed;
3. include a Pavement Inventory, Inspection Schedule, Record Keeping, Information Retrieval, and Reference, meeting the following requirements:
  - a. Pavement Inventory. The following must be depicted in an appropriate form and level of detail:
    - 1) location of all runways, taxiways, and aprons;
    - 2) dimensions;
    - 3) type of pavement, and;
    - 4) year of construction or most recent major rehabilitation.
  - b. Inspection Schedule.
    - 1) Detailed Inspection. A detailed inspection must be performed at least once a year. If a history of recorded pavement deterioration is available, i.e., Pavement Condition Index (PCI) survey as set forth in the Advisory Circular 150/5380-6, the frequency of inspections may be extended to three years.
    - 2) Drive-By Inspection. A drive-by inspection must be performed a minimum of once per month to detect unexpected changes in the pavement condition. For drive-by inspections, the date of inspection and any maintenance performed must be recorded.
4. Record Keeping. Complete information on the findings of all detailed inspections and on the maintenance performed must be recorded and kept on file for a minimum of five years. The type of distress, location, and remedial action, scheduled or performed, must be documented.

The minimum information is:

- a. inspection date;
  - b. location;
  - c. distress types; and
  - d. maintenance scheduled or performed.
5. Information Retrieval System. The Sponsor must be able to retrieve the information and records produced by the pavement survey to provide a report to the FAA as may be required.

**SC2. Plans & Specifications Approval Based Upon Certification:** The FAA and the Sponsor agree that the FAA approval of the Sponsor's Plans and Specification is based primarily upon the Sponsor's certification to carry out the project in accordance with policies, standards, and specifications approved by the FAA. The Sponsor understands that:

- 1) The Sponsor's certification does not relieve the Sponsor of the requirement to obtain prior FAA approval for modifications to any AIP standards or to notify the FAA of any limitations to competition within the project;
- 2) The FAA's acceptance of a Sponsor's certification does not limit the FAA from reviewing appropriate project documentation for the purpose of validating the certification statements;
- 3) If the FAA determines that the Sponsor has not complied with their certification statements, the FAA will review the associated project costs to determine whether such costs are allowable under AIP.

**SC3. Design Grant:** This grant agreement is being issued in order to complete the design of the project. The Sponsor understands and agrees that within **two (2) years** after the design is completed that the Sponsor will accept, subject to the availability of the amount of federal funding identified in the Airport Capital Improvement Plan (ACIP), a grant to complete the construction of the project in order to provide a useful and useable unit of work. The Sponsor also understands that if the FAA has provided federal funding to complete the design for the project, and the Sponsor has not completed the design within **four (4) years** from the execution of this grant agreement, the FAA may suspend or terminate grants related to the design.

The Sponsor's acceptance of this Offer and ratification and adoption of the Project Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor, as hereinafter provided, and this Offer and Acceptance shall comprise a Grant Agreement, as provided by the Act, constituting the contractual obligations and rights of the United States and the Sponsor with respect to the accomplishment of the Project and compliance with the assurances and conditions as provided herein. Such Grant Agreement shall become effective upon the Sponsor's acceptance of this Offer.

**UNITED STATES OF AMERICA  
FEDERAL AVIATION ADMINISTRATION**



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*(Signature)*

**Jim A. Johnson**

---

*(Typed Name)*

**Manager, Airports Division**

---

*(Title)*

**PART II – ACCEPTANCE**

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Project Application.

I declare under penalty of perjury that the foregoing is true and correct.<sup>1</sup>

Executed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**City of Garden City, Kansas**

\_\_\_\_\_  
*(Name of Sponsor)*

\_\_\_\_\_  
*(Signature of Sponsor's Designated Official Representative)*

**By:**

\_\_\_\_\_  
*(Printed Name of Sponsor's Designated Official Representative)*

**Title:**

\_\_\_\_\_  
*(Title of Sponsor's Designated Official Representative)*

**CERTIFICATE OF SPONSOR'S ATTORNEY**

I, \_\_\_\_\_, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Kansas. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the Act. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated at \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

By \_\_\_\_\_

*(Signature of Sponsor's Attorney)*

<sup>1</sup> Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.

This Offer is made on and **SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:**

### CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is **\$166,627**. For the purposes of any future grant amendments which may increase the foregoing maximum obligation of the United States under the provisions of 49 U.S.C. § 47108(b), the following amounts are being specified for this purpose:
  - \$ -0- for planning
  - \$166,627** for airport development or noise program implementation
  - \$ -0- for land acquisition.
2. **Ineligible or Unallowable Costs.** The Sponsor must not include any costs in the project that the FAA has determined to be ineligible or unallowable.
3. **Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with the regulations, policies and procedures of the Secretary. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.
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6. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs of the project unless this offer has been accepted by the Sponsor on or before **July 21, 2014**, or such subsequent date as may be prescribed in writing by the FAA.
7. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner in any project upon which Federal funds have been expended. For the purposes of this grant agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor that were originally paid pursuant to this or any other Federal grant agreement. The Sponsor must obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.
8. **United States Not Liable for Damage or Injury.** The United States is not be responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this grant agreement.

# ***MEMORANDUM***

**TO:** GOVERNING BODY

**FROM:** Steve Cottrell

**DATE:** 24 June 2014

**RE:** UTILITY EASEMENTS

## ISSUE

The Electric Department is installing a new overhead transmission line along the drainage ditch south of Spruce Street, from Substation # 10 on Harvest Street. Easements were needed for access to the line.

## BACKGROUND

The Electric Department is installing a new overhead transmission line along the drainage ditch south of Spruce Street, from Substation # 10 on Harvest Street. The new power line will be constructed in the drainage ditch right-of-way, but there is not enough space between the ditch bank and the property line, necessitating the need for the easements.

Easements have been obtained from Bert Mastin, Geri Rowland, and Towns & Sons Enterprises, LP.

## ALTERNATIVES

The Governing Body may accept or reject the easements.

## RECOMMENDATION

Staff recommends accepting the easements.

## FISCAL

There is no cost to the City for these easements.



## **Engineering Department**

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

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

CITY ADMINISTRATIVE  
CENTER  
301 N. 8<sup>TH</sup>  
P.O. BOX 998  
GARDEN CITY, KS  
67846-0998  
620.276.1130  
FAX 620.276.1137  
[www.garden-city.org](http://www.garden-city.org)





**EASEMENT**

In consideration of the sum of One Dollar and other valuable consideration, the receipt of which is hereby acknowledged, the undersigned,

**GERI ROWLAND**

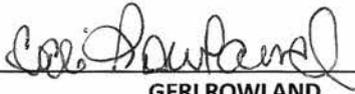
their successors and assigns, hereby grant to the City of Garden City, Kansas (City), its successors, assigns, lessees, agents, franchisees, and all others granted the right to use or occupy a City right-of-way or easement, the right, privilege, and authority to construct, erect, maintain, repair, reconstruct, operate, or remove a line or lines for City operated electric lines and ancillary equipment, on, over, and under the surface of the following described real estate:

**SEE EXHIBIT A**

together with the rights and privileges therein necessary for the full enjoyment thereof, including the right of ingress and egress. This Easement shall run with the land.

It is expressly understood that the undersigned, in granting the use herein specified, have done so without divesting themselves of the use and enjoyment of the described premises, subject only to the rights of the City, its successors, assigns, lessees, agents, and franchisees to use the same for the purposes herein specified.

IN WITNESS WHEREOF, the Grantors have caused this Easement Agreement to be signed this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

  
\_\_\_\_\_  
**GERI ROWLAND**

STATE OF KANSAS )  
                          ) ss.  
COUNTY OF FINNEY )

BE IT REMEMBERED, that on the 17 day of June, 2014, before me, a Notary Public in and for the County and State aforesaid, came **GERI ROWLAND** who is personally known to me to be the same persons who executed the foregoing instrument of writing and duly acknowledged the execution of the same.

IN WITNESS WHEREOF, I have subscribed my name and affixed my seal as of the day and year last above written.

  
\_\_\_\_\_  
Notary Public

My Commission Expires:

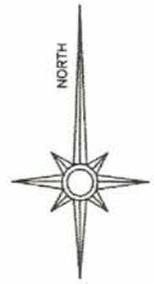


Pro-Stake, LLC  
 PO Box 2324  
 Garden City, KS 67846  
 620-272-1499  
 May 30, 2014

# EASEMENT & SKETCH

Sheet 1 of 1

Center 1/4 corner  
 Section 16 T24S R32W  
 found 2" aluminum cap



## Legend

- found 1/2" rebar
- found 3/8" rebar
- △ found corner as noted



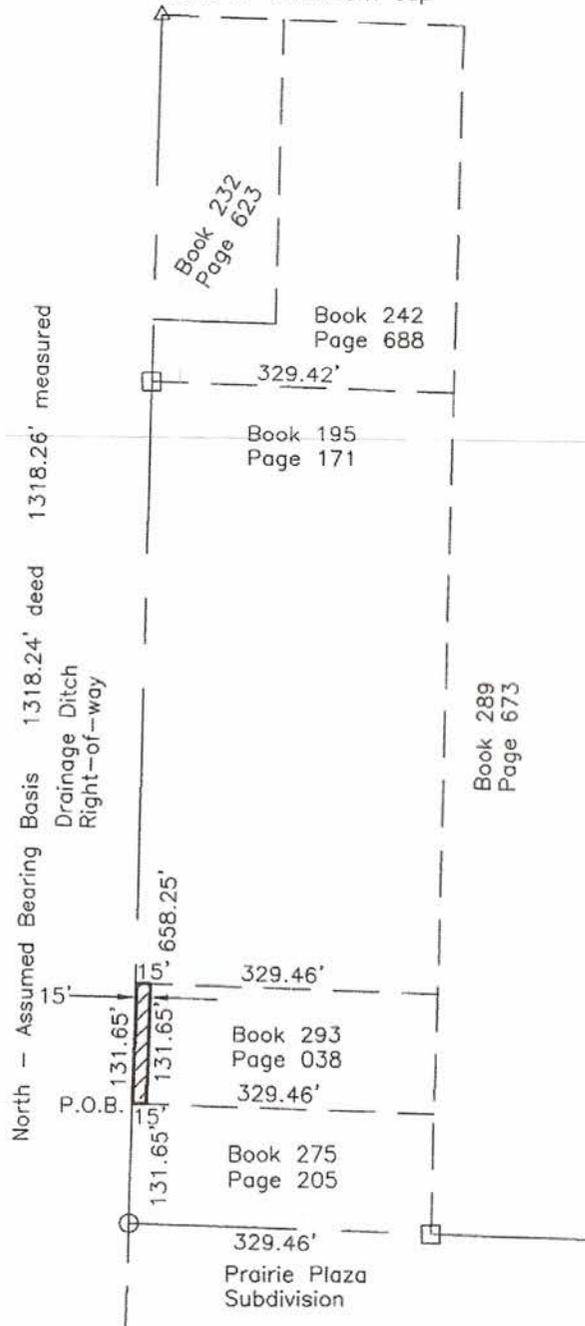
### EASEMENT DESCRIPTION:

An easement for powerline access and maintenance in the SE1/4 of Section 16, Township 24 South, Range 32 West of the 6th P.M., City of Garden City, Finney County, Kansas, across the westerly fifteen feet of that property described in the Finney County Register of Deeds at Book 293 at Page 038, more particularly described as Commencing at the Northwest Corner of Prairie View Subdivision, thence North 131.65 feet to the Southwest Corner of Book 293 Page 038 and the Point of Beginning, thence North 131.65 feet along the west line to the Northwest Corner of Book 293 Page 038, thence East 15.00 feet along the north line of Book 293 Page 038, thence South 131.65 feet parallel to said west line, thence West 15.00 feet along south line of Book 293 Page 038 to the Point of Beginning.

Said easement encumbers 1975 square feet, more or less.

### STATEMENT OF CLOSURE:

Description closing is 0.00' for a total perimeter of 293.30' resulting in a calculated description error of 1:1,000,000.



### SURVEYOR:

I, Benjamin A. Rumbaugh, do hereby certify that I am a Professional Land Surveyor in the State of Kansas and that the easement described hereon was surveyed under my direct supervision, and all of the monuments shown exist and their positions are correct to the best of my knowledge.





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 Garden City, KS 67846  
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 May 30, 2014

# EASEMENT & SKETCH

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Said easement encumbers 1975 square feet, more or less.

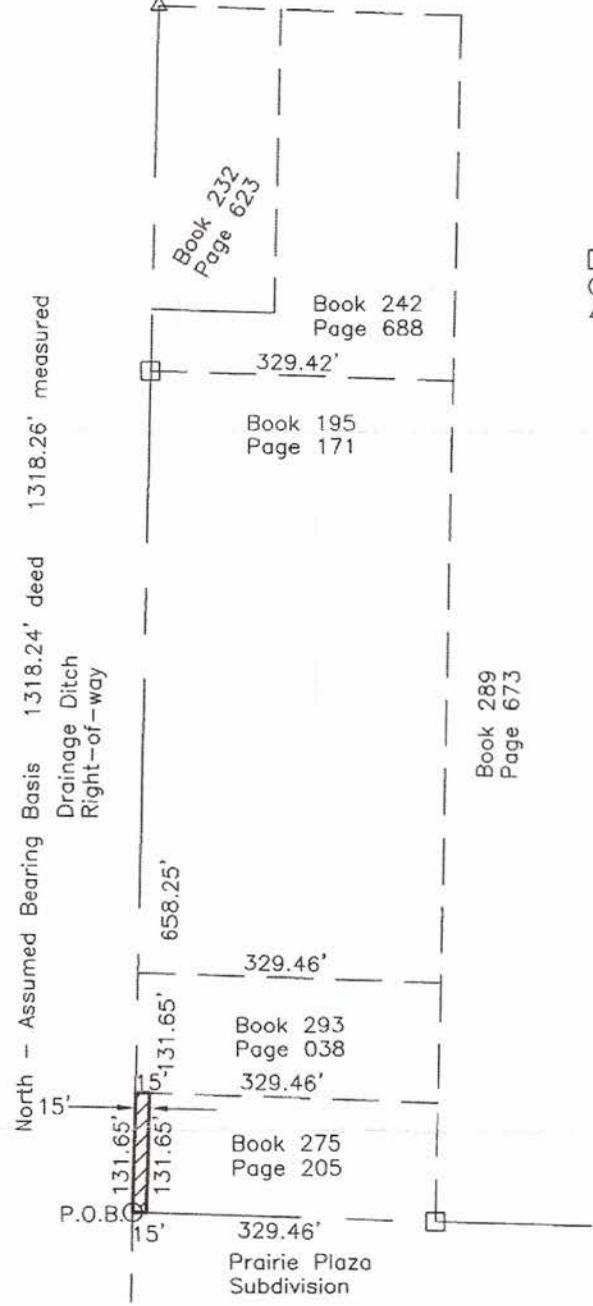
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Center 1/4 corner  
 Section 16 T24S R32W  
 found 2" aluminum cap



**Legend**

- found 1/2" rebar
  - found 3/8" rebar
  - △ found corner as noted
- Scale 1"=200'
- 



# Other Entities Minutes



**Golf Advisory Board  
June 9<sup>th</sup>, 2014  
7:00 pm - 7:20 pm**

Members Present: Sandy Rodgers, Cole Wasinger, Ray Navarro, Scott Ackerman, Caleb Woods  
Toby Witthuhn, Deanna Mann

**Cole Wasinger report: Golf Professional**

**New Assistant:**

The new assistant golf pro is Tyler Henderson. He starts this Friday.

**SIG Golf and YMCA Membership:**

This is in effect; the YMCA is handling paper work and advertisement.

**Monthly financial report:**

Total Revenue is down \$2,134.

**Symetra tournament:**

A representative was here last week. She requested only a few suggested changes. Bids are being accepted for the new scoreboard. The committee is currently working on financing. Funds from the Symetra tournament are to go to assist in paying expenses for children being treated with cancer. At present they go out of town or state for treatment. This becomes a financial burden for parents.

**AJGA:**

The tournament went well. This tournament will be here at least one more year.

**Toby Witthuhn report: Greens superintendent**

**Condition of course:**

The rain has helped tremendously. The course was in great condition for the AJGA tournament. Many compliments were received. Small changes around the course will be noticed as requests for the Symetra are put into place and updates to improve the overall look of the course are completed prior to this tournament.

**Next meeting: July 14<sup>th</sup> @ 7:00pm @ Zoo Education Center**

Reported by Sandy Rodgers

**HOLCOMB-GARDEN CITY-FINNEY COUNTY AREA PLANNING COMMISSION  
AGENDA**

Thursday, June 19, 2014  
9:00 A.M. City Commission Chamber – Garden City, Kansas

Note: If you require any accommodation (i.e. qualified interpreter, large print, reader, hearing assistance) in order to attend this meeting, please notify this office at (620) 276-1170 no later than 48 hours prior to the scheduled commencement of the meeting.

<b>8:30 A.M.</b>	<b>WORKSHOP - AGENDA REVIEW BETWEEN STAFF AND COMMISSION MEMBERS</b> <i>Public Comments/questions are welcome - NO DECISION CAN BE RENDERED.</i>
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- I. CHAIRMAN CALLS REGULAR MEETING TO ORDER
- II. APPROVAL OF MINUTES- May 15, 2014.
- III. PUBLIC COMMENT - Agenda Schedule Allowance: 30 minutes (5 minutes per spokesperson)
- IV. GENERAL STAFF REPORT AND UPDATE
- V. SUBMITTAL OF EXHIBITS FOR THE RECORD
  - A. Finney County Zoning Regulations, Garden City Zoning Regulations and City of Holcomb Zoning Regulations all as amended
  - B. Finney County, City of Garden City, and City of Holcomb Subdivision Regulations all as amended
  - C. Finney County, City of Garden City, and City of Holcomb Comprehensive Plans all as amended
  - D. All Visual Aid Presentations with Aerial Maps, Site Plans, and Plats
  - E. All application files in their entirety including Staff Reports
- VI. BUSINESS
  - o *Staff Report & Applicant Presentation*
  - o *Public Hearing*
  - o *Staff or Applicant Address Public Hearing Comments*
  - o *Commission Action*

**NEW BUSINESS:**

**FC2014-32:** To consider a plat of a parcel of land at 9585 S. Hands Rd. at the request of Colby Drussel.

**FC2014-33:** To consider rezoning 9585 S. Hands Rd. from “A” Agricultural District to “R-R” Rural Residential District at the request of Colby Drussel.

**GC2014-29:** To consider an amendment to the Garden City Zoning Regulations to allow transitional Housing in “P-F” Public Facilities District at the request of the Dominican Sisters of Peace, LLC.

**VII. ADJOURN**

MINUTES

HOLCOMB - GARDEN CITY - FINNEY COUNTY AREA  
PLANNING COMMISSION

May 15, 2014

The Holcomb-Garden City-Finney County Area Wide Planning Commission scheduled a Public Hearing at 9:00 a.m. Thursday, May 15, 2014 in the City Commission Chambers at the City of Garden City Administrative Center located at 301 North 8<sup>th</sup> Street, Garden City, Kansas.

**I. CALL TO ORDER**

Vice-Chairman Lopez called to order the Area Wide Planning Commission meeting at 9:00 a.m. The following Commission members were present: Member Howard, Member Weber, Member Law, Member Lopez, and Member Gigot. Also present were Secretary Kentner, and Staff Davidson.

**II. APPROVAL OF MINUTES- March 13, 2014**

Member Laubach makes motion to approve the minutes from April 16, 2014. Member Law seconds motion. Votes were taken by yeas and nays and recorded as follows:

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

Motion passed.

**III. PUBLIC COMMENT- Agenda Schedule Allowance: 30 minutes (5 minutes per spokesperson)**

**IV. SUBMITTAL OF EXHIBITS FOR THE RECORD**

- A. Finney county Zoning Regulations of 1995 as amended
- B. Subdivision Regulations of 1996 as amended
- C. Finney County Comprehensive Plan as amended
- D. All Visual Aid Presentations with Aerial Maps, Site Plans, and Plats
- E. All application files in their entirety including Staff Reports

**NEW BUSINESS**

**FC2014-25 Karen Marie Murrell Addition Plat**

Staff Davidson reads staff report.

MEMBER LAW MAKES MOTION TO APPROVE.

MEMBER WEBER SECONDS.

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

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

Motion passed.

**FC2014-26 Rezone Karen Marie Murrell Addition**

Staff Davidson reads staff report.

MEMBER GIGOT MAKES MOTION TO APPROVE.

MEMBER HOWARD SECONDS MOTION.

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

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

Motion passed.

**GC2014-27/28 First Christian Church and Giron Addition Plat/ Rezoning**

*MEMBER WEBER MAKES MOTION TO TABLE.*

*MEMBER HOWARD SECONDS MOTION.*

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

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

Motion passed.

**GC2014-22/30: Amend Comp Plan and Rezone 1109 N. 13<sup>th</sup> from C-2 to R-3, Karen Rupp**

*Staff Davidson reads staff report.*

*OPEN PUBLIC COMMENT*

*CLOSE PUBLIC COMMENT*

*Member Weber-* Was the intent to rezone this so they could do construction?

*Secretary Kentner-* That was a condition that the BZA put on it so that in the future, they wouldn't have any issues.

*Member Weber-* Is that with every case or just this one?

*Secretary Kentner-* It's case-by-case. The BZA made it a condition with this case.

*Member Lopez-* I think it's kind of a safety measure; to help properties that aren't necessarily in compliance.

*Member Weber-* So if the zoning fails, their option is to bulldoze it?

*Secretary Kentner-* Not necessarily because the BZA has already given them a CUP to remodel. If it weren't rezoned, it would just remain nonconforming. They can continue to use it as residential but if something else happened to it, it's likely that they wouldn't get another CUP.

*Member Lopez-* I think it will make it easier for the property owner so they don't have to come get permission from the City any time they want to make improvements to the property.

*MEMBER WEBER MAKES MOTION TO APPROVE THE COMPREHENSIVE PLAN AMENDMENT*

*MEMBER GIGOT SECONDS MOTION.*

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

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

Motion passed.

*MEMBER HOWARD MAKES MOTION REZONE.*

*MEMBER WEBER SECONDS MOTION.*

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

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

Motion passed.

**GC2014-24: Parking waiver, 601 W. Fulton, Jaime Medina**

*Staff Davidson reads staff report.*

*OPEN PUBLIC COMMENT*

*Shirley Ortega, 611 W. Fulton, expressed concerns regarding safety of the neighborhood with another "bar" opening.*

*Joe Cervantes-* I see that they have already placed parking stalls on that lot and sidewalks. Is that something that they were allowed to do?

*Secretary Kentner-* Yes. The property has not had sidewalks and it's a requirement.

*Joe Cervantes-* Do we know the hours of the establishment?

*Secretary Kentner-* Well, it's a restaurant so I don't know, but the applicant can answer questions after the public comment.

*Joe Cervantes-* One of my concerns is that this neighborhood has a history of violence. There have been a couple murders at the night club behind the restaurant but it's the activity that spills out into the neighborhood that we are concerned about. This is one of Garden City's oldest, founding neighborhoods. While we would certainly welcome the commerce, we just don't appreciate the activity that comes along with it. If it's a restaurant/bar that closes at an appropriate hour, that's fine.

*Secretary Kentner-* Just to clarify, this is not going to be a tavern. Taverns aren't a permitted use. They have to sell at least 50% food, otherwise, they'd have to go to the BZA to get permission to open a tavern. It will be a restaurant similar to something like Applebees or Lonestar.

*Shirley Ortega-* Well on the window, it says Cantina/Bar.

*Secretary Kentner-* Well, it's actually no different than Applebees Bar and Grill.

*Shirley Ortega-* That property has been empty for so long, they said that they couldn't sell alcohol there anymore. If you go back to when this was done, you will see.

*Secretary Kentner-* If they wanted to do a tavern, they would have to go to the BZA. But, since they just want to do a restaurant that serves alcohol, they would just get their liquor license. If they don't comply, they would lose their license.

*Shirley Ortega-* Once again, our concern is the children, the elderly and the residents who have been there for years.

*Secretary Kentner-* Yes, and they will take that into consideration, but the property is already zoned for a restaurant to go in there.

*Shirley Ortega-* I never received notice of that.

*Secretary Kentner-* The zoning hasn't changed. It's always been commercial.

*Joe Cervantes-* Even though it's been vacant for such a long period of time?

*Secretary Kentner-* Yes, the zoning on one part is industrial and the other is commercial. Restaurants are allowed in both. The property will still have to be inspected to make sure it's up to code. They will do that when they do the liquor license inspection. That's when they will determine whether it has to have sprinklers and how many seats they can have. The action that the Planning Commission is considering is a waiver to continue using the lot across the street as a parking lot.

*Shirley Ortega-* So they are going to pave it?

*Secretary Kentner-* That's what they will decide today.

*Shirley Ortega-* Well, in that case, it would be nice to have it paved to improve the neighborhood.

*Joe Cervantes-* It would be nice to have it paved so that people could park there and not in front of our houses.

*Member Lopez-* As I understand, there's nothing that gives us authority to prevent the applicant from putting a restaurant in there. As far as the alcohol, I believe that is a State issue, not City.

*Joe Cervantes-* Like I said, it would be great to have some commerce in that area. It's a great neighborhood and we just don't want to see it get worse.

#### **CLOSE PUBLIC COMMENT**

*Member Weber-* On the requirement for it to be paved, does it specify what type of material?

*Secretary Kentner-* Asphalt, concrete, or pavers. No one usually does pavers because of cost. Gravel does not meet requirements because it doesn't reduce dust. They could do chip and seal which would keep the dust down.

*Member Weber-* So this wasn't in compliance before?

*Secretary Kentner-* No. I'm not sure how long it's been there but historically it's been used as a parking lot.

*Member Howard-* So would it be grandfathered in as a parking lot?

*Secretary Kentner-* Well, yes, that's not the issue. The issue is whether or not they need to pave it.

*Member Lopez-* I know that there have been complaints in the past regarding the dust so I think that's something we should address. If we don't allow people to park there, then they will be parking on the street in front of the houses.

*Secretary Kentner-* You can always put a condition to pave it within a certain time frame.

*Member Lopez-* Unfortunately, it might be difficult for the surrounding property owners to put up with the dust for another year.

*Secretary Kentner-* Exactly. You could also require millings for now and then asphalt later.

*Member Weber-* Could we also make the recommendation to the City Commission and ask that they place a time restriction on them?

*Secretary Kentner-* Yes.

#### **MEMBER WEBER MAKES MOTION TO APPROVE; CITY COMMISSION TO SET TIME FRAME FOR PAVING.**

*Member Lopez-* So you aren't calling for an immediate solution to the paving?

*Member Weber-* No. I'm saying we make the recommendation for the waiver and leave it up to the City Commission to determine the time line.

*Member Lopez-* I think as long as we are making recommendations, we should go ahead and stipulate a time frame. We are representing the community and what they would like to see done.

*Member Law-* Has Mr. Medina voluntarily given any time line?

*Secretary Kentner-* Can you come up and answer some questions regarding the hours of operation and time frame?

*Jaime Medina-* As far as the restaurant hours, it's going to be like 9 to 9. I don't want it to be a bar. I've named it a cantina, but it's not a bar. We are just trying to make it nice.

*Secretary Kentner-* Would you have a problem with paving it in a year?

*Jaime Medina-* I wouldn't have a problem with that. I just have to get a little bit of money.

*Secretary Kentner-* Would you have a problem with putting millings on it right now to control the dust?

*Jaime Medina-* I don't know. People are already used to parking there. I don't have the money to pave it right now.

*Member Gigot-* Millings aren't very expensive. It would just help keep the dust down. It doesn't have to be four inches. Even a half inch would help.

*Member Howard-* What is this you are talking about?

*Member Gigot-* Millings are ground up asphalt.

Secretary Kentner- They lay it and roll it out which makes it stick together.

Member Howard- Is it better than gravel?

Member Gigot- Much better.

Member Howard- Is it expensive?

Member Gigot- No, it's about \$14/ton. A parking lot that size would probably require about 40 or 50 tons.

Jaime Medina- I think they might have already put that down.

Secretary Kentner- Right now it's just gravel.

Joe Cervantes- As long as I can remember, that property has been vacant. As far as paving it immediately, we've lived with it being dirt this long, I don't think another year is going to be a big deal. I understand you have to make some money first. My question is, what is that property zoned?

Secretary Kentner- It's multi-family residential.

Joe Cervantes- So will it stay residential?

Secretary Kentner- Yes.

Joe Cervantes- Does it get grandfathered in as a commercial parking lot?

Secretary Kentner- No, even in multi-family, parking lots are allowed. There is no issue with that.

Joe Cervantes- So it will remain there indefinitely?

Secretary Kentner- Yes.

Joe Cervantes- So if someone wants to build a house there sometime, they could?

Secretary Kentner- Yes.

Shirley Ortega- I know you said that your hours will be 9 to 9 but I'm sure it will be later on the weekends and I don't think it's fair for the residents to lay awake worrying.

Secretary Kentner- Like I said, we can't do anything about the restaurant. We are just here about the parking lot.

Shirley Ortega- Are they going to complete the two ends of the sidewalk or leave it that way?

Secretary Kentner- The City will finish those off and make them handicap accessible.

Shirley Ortega- I just don't want people parking in front of my house because it takes away from where I can park.

Secretary Kentner- You can request a Residential Parking Only sign from Public Works Advisory Board.

Shirley Ortega- Okay.

Member Law- Is access to the parking lot going to be through the alley?

Secretary Kentner- That's where it has been in the past. It will be difficult for cars to turn around so Public Works may suggest that it become a one-way parking lot and they put in another entrance. The first 15 feet is actually right-of-way.

Member Lopez- The previous motion has died but I'm interested in what Member Gigot has suggested with the millings.

**MEMBER WEBER AMENDS MOTION TO RECOMMEND THAT THE CITY COMMISSION REQUIRE MILLINGS IMMEDIATELY.**

Member Howard- With him just trying to get his business started, I think we should give him one year to get the millings down so he has time to establish his business.

Shirley Ortega- He owns the bar behind the restaurant already so he as a business established.

Jaime Ortega- No, I don't own that.

Citizen- Since the access is going to be off the alley, is the City going to put up a speed limit sign?

Secretary Kentner- I believe there is already a speed limit established for alleys. I don't think they post anything because the allies aren't considered a public road. It's an access road. That's a definite concern but that is something that the police department would regulate.

**CLOSE PUBLIC COMMENT**

**MEMBER WEBER AMENDS MOTION TO RECOMMEND MILLINGS WITHIN 30 DAYS AND PAVEMENT IN ONE YEAR.**

**MEMBER LAW SECONDS MOTION.**

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

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

Motion passed.

**GC2014-23: Sign Amendment, Downtown Vision**

Secretary Kentner explains case.

**OPEN PUBLIC COMMENT**

**CLOSE PUBLIC COMMENT**

Member Weber- Have there ever been and EMB signs under \$75?

Secretary Kentner- No.

Member Weber- So we aren't really putting (inaudible)?

*Secretary Kentner-* Right. The \$75 would be the base price for the sign which covers the cost of the stakeout inspection and the electrical inspection.

*Member Weber-* You will likely have EMB signs over \$75.

*Secretary Kentner-* Yes. This just sets the minimum.

*Member Gigot-* Is it determined by square footage?

*Secretary Kentner-* Valuation of the cost of the sign and installation. If it's a small sign, it will mostly likely be \$75.

*Member Weber-* Why do we have to have a set fee?

*Secretary Kentner-* Because in the last amendment we made for the EMB's, we made it based on valuation and what this does, is say that it will be valuation based with a minimum charge of \$75. We will probably be coming back to make the same amendment to the county.

*Member Weber-* I was just wondering if you'd ever had one that fell below \$75?

*Secretary Kentner-* There could be the potential.

*Member Lopez-* It's just a baseline cost for administrative costs.

**MEMBER GIGOT MAKES MOTION TO APPROVE**

**MEMBER WEBER SECONDS MOTION.**

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

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

Motion passed.

*Meeting adjourned at approximately 9:50am.*

Ken Rishel  
Mario Lopez

Chairman  
Vice-Chairman

Kaleb Kentner  
Carol Davidson

Secretary

**Garden City Police Department**  
**Police Citizen's Advisory Board**  
**June 18, 2014**

**Present:** Captain Courtney Prewitt; Sergeant David Wheet; Mellaina Johnson; Connie Bonwell; Brandon Neeb; Alicia Weber; Charles Allen; Sabrina Rodriquez; Jacob Bradshaw; Lupe Carrasco, Administrative Assistant.

**Not Present:** Dan Le; Helen Batchelder.

The meeting convened at 1730.

Sergeant Wheet led the review of monthly activity reports.

Private property infractions were discussed.

Field interviews of citizens were discussed.

Tornado sirens and the criteria for sounding alarms were discussed.

Truck route violations and seatbelt infractions were discussed.

Current crime trends were discussed by Captain Prewitt.

Captain Prewitt informed PCAB members of the City Auction to be held on August 8.

The meeting adjourned at 1811.