

AGENDA
CITY COMMISSION MEETING
Tuesday, January 5, 2016
1:00 P.M.

- I. **Note: Pre-meeting at 11:00 a.m. – 11:45 a.m., located in the large meeting room at the City Administrative Center for the Commission to interview candidates for the appointment of one City representative to the Finney County Economic Development Board of Directors. Administrative staff will be present and the pre-meeting is open to the public.**
- 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. None at this writing.
- VII. **REPORT OF THE CITY MANAGER.**
 - A. The City has received correspondence from Cox Communications regarding cost increases.
 - B. Staff requests that the Governing Body set a date for the Commission Goal Setting Retreat in February.
 - C. Staff has provided items of information for Governing Body review including the following: from Finance Director Hitz, the monthly sales tax report and from Police Chief Utz the monthly activity report.
 - D. Meetings of note:
 - ✓ January 2, 2016 – Legislative Coffee at St. Catherine Hospital, Classroom B at 10:30 a.m.
 - ✓ January 25, 2016 – Southwest Kansas Chambers of Commerce “SW Kansas Night Out in Topeka” at Capitol Plaza in Topeka – 5:00 – 8:00 p.m.
 - ✓ February 11, 2016 – Garden City Area Chamber of Commerce Banquet, 6:30 p.m. in the commons area at Garden City High School.
 - ✓ February 20, 2016 - Legislative Coffee at St. Catherine Hospital, Classroom B at 10:00 a.m.
 - ✓ March 19, 2016 – Legislative Coffee at St. Catherine Hospital, Classroom B at 10:00 a.m.
- VIII. **CONSIDERATION OF APPROPRIATION ORDINANCE.**

A. Appropriation Ordinance No. 2403-2016A.

IX. CONSIDERATION OF ORDINANCES AND RESOLUTIONS.

A. None at this writing.

X. OLD BUSINESS.

A. None at this writing.

XI. NEW BUSINESS.

A. Governing Body consideration and approval to destroy specific records from 2010 and older as provided for by the Kansas State Historical Society Department of Archives, and Section 2-742 of the Code of Ordinances of the City of Garden City.

B. Governing Body consideration of an Employment Agreement between the City of Garden City, Kansas and Matthew C. Allen, City Manager for the year 2016.

C. Advisory Board Recommendations:

1. Golf Advisory Board – 2 appointments
2. Police Citizens Advisory Board – 3 appointments
3. 25th Judicial District Community Corrections – 1 appointment

D. **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 bids received December 22, 2015 for construction of a Columbarium at Valley View Cemetery.
2. Governing Body consideration and approval of a replat of Lot 11 of Block 7, Chappel Heights First Addition.
3. Quit Claim Deed from Joe &/or Gloria Sena transferring Space 5, Lot 795, Brookover Addition of Valley View Cemetery to Ada Craig.
4. Permission for Maria I. Gonzalez to reserve Space 5, Lot 24, Zone J of Valley View Cemetery for the consideration of \$50.00 for the period of one year.
5. Permission for Javier or Mary Olguin to reserve Space 8, Lot 27, Zone J of Valley View Cemetery for the consideration of \$50.00 for the period of one year.
6. Licenses:

(2016 New)

- a) J&J Construction.....Class D-P Plumbing w/ Gas
- b) Commercial Trade Services, LLC.....Class D-P Plumbing w/ Gas

(2016 Renewal)

c)	Dondlinger & Sons Construction Co., Inc.	Class A General
d)	Lee Construction, Inc.	Class A General
e)	ALT Inc.	Class A General
f)	G & R Concrete Specialists – Precision Builders, Inc.	Class A General
g)	John H. Hotz	Class B General
h)	Cook Construction	Class B General
i)	McPherson Development Co., Inc.	Class B General
j)	Tim Routon Construction	Class B General
k)	Berry Roofing	Class B General
l)	Roger Schmidt	Class B General
m)	Fuller Construction	Class B General
n)	Morales Construction	Class B General
o)	Rod Fercking Construction	Class B General
p)	J&J Construction	Class B General
q)	Germann Homes	Class B General
r)	Diamondz Construction	Class B General
s)	Rowland Concrete Construction	Class B General
t)	Johnson Septic Tank Service, LLC	Class B General
u)	Integrity Siding & Window LLC	Class C General
v)	Top Shelf Construction LLC	Class C General
w)	Nationwide Builders & Contractors	Class C General
x)	RA Concrete Construction	Class D-CO Concrete
y)	Lin R. Rogers Electrical Contractors, Inc.	Class D-E Electrical
z)	Heller's Electric	Class D-E Electrical
aa)	Encore Electric Inc.	Class D-E Electrical
bb)	Shelley Electric, Inc.	Class D-E Electrical
cc)	Davis Electric, Inc.	Class D-E Electrical
dd)	5 Star Electric, Inc.	Class D-E Electrical
ee)	Quality Electrical	Class D-E Electrical
ff)	Scheeter Electric	Class D-E Electrical
gg)	NAAB Electric Inc	Class D-E Electrical
hh)	Caros Electric, LLC	Class D-E Electrical
ii)	Knipp Equipment Inc.	Class D-E Electrical
jj)	Kugler Electric LLC	Class D-E Electrical
kk)	3G Electric, Inc.	Class D-E Electrical
ll)	B&B Electric Inc.	Class D-E Electrical
mm)	Blue Star Contracting LLC	Class D-E Electrical
nn)	RDH Electric Inc.	Class D-E Electrical
oo)	Wildcat Electric LLC	Class D-E Electrical
pp)	Morales Electric	Class D-E Electrical
qq)	Dan's Electrical Service	Class D-E Electrical
rr)	AMF Electrical Contractors, Inc.	Class D-E Electrical
ss)	Black Hills Energy	Class D-E Electrical
tt)	Weber's Refrigeration & Heating Inc.	Class D-M Mechanical
uu)	Knipp Equipment Inc., DBA Kansas Trane	Class D-M Mechanical
vv)	ServExperts, Inc.	Class D-M Mechanical
ww)	Kelly Ramos	Class D-M Mechanical
xx)	Ray Omo Inc.	Class D-M Mechanical
yy)	Comfort Specialists Heating & Cooling	Class D-M Mechanical
zz)	Black Hills Energy	Class D-M Mechanical
aaa)	Heinz Plumbing	Class D-P Plumbing
bbb)	Big D Plumbing	Class D-P Plumbing
ccc)	Weber's Refrigeration & Heating Inc.	Class D-P Plumbing
ddd)	BT Plumbing Co. Inc.	Class D-P Plumbing
eee)	Ray Omo Inc.	Class D-P Plumbing
fff)	Black Hills Energy	Class D-P Plumbing
ggg)	BT Plumbing	Class E-BF Backflow Test

hhh)	St. Catherine Hospital.....	Class E-BF Backflow Test
iii)	BJ Concrete	Class E-SOC Specialized Other
jjj)	Cliff's Lawn Sprinkler Service	Class E-SOC Specialized Other
kkk)	J & G Concrete	Class E-SOC Specialized Other
lll)	McPherson Concrete Storage Systems, Inc.	Class E-SOC Specialized Other
mmm)	Superior Fence of Western KS, LLC.....	Class E-SOC Specialized Other
nnn)	Roger Schmidt.....	Class E-SOC Specialized Other
ooo)	Acosta Homes Inc.	Class E-SOC Specialized Other
ppp)	Scheopner's Water Conditioning, LLC	Class E WC Water Conditioning

E. 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 Cessna

C. Commissioner Dale

D. Mayor Doll

E. Commissioner Law

XIII. ADJOURN.

THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS

City of Garden City
December 15, 2015

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, December 15, 2015 with all members present except Commissioner Cessna. Commissioner Law opened the meeting with the Pledge of Allegiance to the Flag and the Invocation.

There will be no Town Hall meeting of the Governing Body in December.

A Special Meeting of the Governing Body will be held on Tuesday, December 29, 2015 at 9:00 a.m. for the purpose of a public hearing for the amendment of funds in the 2015 budget and electric rate adjustments.

City Manager Allen and City Attorney Grisell updated the City Commission on the status of the claim submitted for property tax valuation errors made by Finney County.

City Manager Allen introduced and congratulated the new Chief of Police, Michael Utz.

Staff provided several items of information for Governing Body review including the following: from Director of Aviation Powell, the monthly activity report, from Neighborhood & Development Services Director Kentner the building report, from Cemetery Director Stevenson the monthly activity report, from Public Works Director Curran the city projects update, from Fire Chief Shelton the monthly activity report, from Interim Police Chief Prewitt the monthly activity report and from Zoo Director Newland the monthly report.

Meetings of note:

- ✓ December 12, 2015 – Tuba Christmas Concert on Grant Avenue at 3:00 p.m.
- ✓ December 16, 2015 – Garden City Area Chamber of Commerce breakfast at The Golf Club at Southwind – 7:30 a.m.
- ✓ December 29, 2015 – Special Meeting of the City Commission at 9:00 a.m. at the City Administrative Center, Commission Chambers
- ✓ January 25, 2016 – Southwest Kansas Chambers of Commerce “SW Kansas Night Out in Topeka” at Capitol Plaza in Topeka – 5:00 – 8:00 p.m.
- ✓ February 11, 2016 – Garden City Area Chamber of Commerce Banquet, time and location TBA.

Appropriation Ordinance No. 2402-2015A, “AN APPROPRIATION ORDINANCE MAKING CERTAIN APPROPRIATIONS FOR CERTAIN CLAIMS IN THE AMOUNT OF \$2,522,838.16,” was read and considered section by section. Commissioner Law moved to approve and pass Appropriation Ordinance No. 2402-2015A. Commissioner Fankhauser seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Absent	Yea	Yea	Yea	Yea

K.S.A. 12-517 requires the City to declare by resolution the entire boundary of the city in any year in which territory has been added to or excluded from the city.

Resolution No. 2647-2015, “A RESOLUTION DECLARING THE BOUNDARIES OF THE CITY OF GARDEN CITY, KANSAS AS OF THE 1ST DAY OF JANUARY 2016,” was read and considered section by section. Commissioner Law moved to approve Resolution No. 2647-2015. Commissioner Dale seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Absent	Yea	Yea	Yea	Yea

Commissioner Fankhauser moved to approve a Contract for Conveyance of Real Estate by Warranty Deed, for right-of-way and property for the Kansas Avenue widening project, from Normalea Ragel. Commissioner Law seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Absent	Yea	Yea	Yea	Yea

Finance Director Hitz provided the annual Capital Improvement Reserve Fund (05) transfers.

Commissioner Fankhauser moved to approve the annual Capital Improvement Reserve Fund (05) transfers for Governing Body as presented. Commissioner Dale seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Absent	Yea	Yea	Yea	Yea

Commissioner Fankhauser moved to authorize a Public Hearing on December 29, 2015 at 9:00 a.m. for the amendment to these listed funds in the 2015 Budget: Recreation Commission, Capital Improvement Reserve, 126a13 Revolving, Special Rec & Parks, Project Development and Solid Waste. Commissioner Dale seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Absent	Yea	Yea	Yea	Yea

Commissioner Law moved to approve the Task Order Number 3 between the City of Garden City and HNTB for design services for Airport Improvement Program (AIP) 3-20-0024-38 - Taxilane and ARFF/Fuel Farm Access Road Reconstruction at Garden City Regional Airport. Commissioner Fankhauser seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Absent	Yea	Yea	Yea	Yea

Commissioner Fankhauser moved to approve an interlocal agreement for Neighborhood & Development Services between the City of Garden City and Finney County. Commissioner Law seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Absent	Yea	Yea	Yea	Yea

Commissioner Law moved to direct staff to draft an ordinance to lower the Residential Electric Monthly Customer Charge, and reduce the amount of revenue that currently is directed into cash reserves and present it at the next City Commission meeting. Mayor Doll seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Absent	Yea	Yea	Yea	Yea

Commissioner Law moved to reappoint Susan Escareno to serve on the Alcohol Fund Advisory Committee to a three-year term from January 1, 2016 – December 31, 2018. Commissioner Dale seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
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Absent	Yea	Yea	Yea	Yea
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Commissioner Fankhauser moved to appoint Sean Collins to serve a three-year term from January 1, 2016 – December 31, 2018 on the Art Grant Committee. Commissioner Dale seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Absent	Yea	Nay	Yea	Nay

Commissioner Law moved to reappoint Melissa Gallegos to serve a three-year term from January 1, 2016 – December 31, 2018 on the Art Grant Committee. Mayor Doll seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Absent	Yea	Yea	Nay	Yea

Mayor Doll moved to reappoint Jette Desalvo, Beth Koksall and Judy Nusser to each serve three-year terms from January 1, 2016 - December 31, 2018 on the Community Health Advisory Board. Commissioner Dale seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Absent	Yea	Yea	Yea	Yea

Mayor Doll moved to reappoint Julie Christner and Keith Collins to serve three-year terms from January 1, 2016 - October 31, 2018 on the Traffic Advisory Board. Commissioner Law seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Absent	Yea	Yea	Yea	Yea

Commissioner Fankhauser moved to deny the request from the Traffic Advisory Board to install additional stop signs at the intersection of Sixth Street and Pine Street. Commissioner Law seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Absent	Yea	Yea	Yea	Yea

Commissioner Law moved to approve the following:

1. Governing Body consideration and acceptance of an Indigent Defense Agreement authorizing the City of Garden City, Kansas to retain Robert J. Kennington, an attorney licensed in the State of Kansas to represent indigent defendants who qualify for court-appointed attorneys in the Municipal Court of the City.
2. KDOT has provided Supplemental Agreement # 2 for Project No. 156-28 U-0154-01, for the combined 2014, 2015, and 2016 KLINK project for Governing Body consideration and approval.
3. Quit Claim Deed from Alan L. &/or LeiLani L. Orr transferring Space 6, Lot 74, Zone K of Valley View Cemetery to Russ Knaus.
4. Permission for Perry Smith to reserve Spaces 3 and 4, Lot 8, Zone J of Valley View Cemetery for the consideration of \$100.00 for the period of one year.
5. Licenses:

(2016 Renewal)

Carniceria Garcia Market	Cereal Malt Beverage
El Remedio Market.....	Cereal Malt Beverage
Express Corner	Cereal Malt Beverage
Fulton Convenience Store	Cereal Malt Beverage
Quicker Mart	Cereal Malt Beverage
U Pump It #203	Cereal Malt Beverage
U Pump It #207	Cereal Malt Beverage
U Pump It #212	Cereal Malt Beverage
Walgreens #7972.....	Cereal Malt Beverage
Walmart Neighborhood Market.....	Cereal Malt Beverage
Walmart Neighborhood Market – Fuel Station	Cereal Malt Beverage
Wheatlands Country Store.....	Cereal Malt Beverage
Agave Restaurant	Cereal Malt Beverage
Carniceria Garcia Restaurant.....	Cereal Malt Beverage
El Remedio Restaurant.....	Cereal Malt Beverage
El Zarape of Garden City	Cereal Malt Beverage
Garden Bowl.....	Cereal Malt Beverage
Hard Rock Lanes	Cereal Malt Beverage
Mariscos Puerto Nuevo	Cereal Malt Beverage
Plank’s BBQ.....	Cereal Malt Beverage
Taco Salinas	Cereal Malt Beverage
Tacos El Tapatio.....	Cereal Malt Beverage
Robinson Construction LLC	Class A General
BG Construction Inc.....	Class A General
American Warrior Construction	Class A General
American Warrior Construction	Class B General
Aqua Shield Roofing & Construction LLC	Class B General
Bernard Adam	Class B General
Byerly Construction	Class B General
Casco Homes Inc.	Class B General
Garden City Habitat for Humanity	Class B General
J2 Construction Inc.....	Class B General
JKL Construction, Inc.	Class B General
Lifestyles Home Construction Inc.....	Class B General
Martin Builders.....	Class B General
McGaughey Construction.....	Class B General
Mid Plains Construction	Class B General
PDQ Tower Services Inc.	Class B General
Poorboy Enterprises	Class B General
Pro-Build Company LLC	Class B General
Omni Construction Company Inc.....	Class B General
Outlaw Enterprises	Class B General
RC Electric LLC.....	Class B General
S&S Enterprises	Class B General
Stoecklein Construction.....	Class B General
Stucky Builders LLC.....	Class B General
Travers Construction, Inc.	Class B General
TNT Construction.....	Class B General
Ward’s Garden Center, Inc.	Class B General
Waltz Construction	Class B General
Brungardt Plumbing LLC.....	Class B General
RJ’s Plumbing and General Contracting Inc.	Class B General
D&H Mobile Homes Inc.	Class B General
Bockelman Construction LLC	Class B General
Baier Electric	Class D-E Electrical
Freedom Electric Inc.	Class D-E Electrical
J Geier Electric	Class D-E Electrical
LJs Electric	Class D-E Electrical
Mesa Electric II	Class D-E Electrical
RC Electric LLC	Class D-E Electrical
Stray Voltage LLC	Class D-E Electrical
Stegman Brothers Electric Inc.....	Class D-E Electrical
Stiltner Electric	Class D-E Electrical
Shambaugh & Son, LP	Class D-E Electrical
Vancampen Electric.....	Class D-E Electrical
Luminous Neon Inc.	Class D-SI Sign
Brungardt Plumbing LLC.....	Class D-P Plumbing
Dimond Plumbing	Class D-P Plumbing
Frank’s Plumbing LLC.....	Class D-P Plumbing
Glassman Corporation.....	Class D-P Plumbing
Mesa Plumbing	Class D-P Plumbing
RJ’s Plumbing and General Contracting Inc.	Class D-P Plumbing
Shambaugh & Son, LP	Class D-P Plumbing
Evingers Heating & Air Conditioning.....	Class D-P Plumbing

Glassman Corporation	Class D-P Plumbing
IMAC & Heating LLC	Class D-P Plumbing
J&J Heating & Air	Class D-P Plumbing
Schindler Elevator Corporation	Class D-P Plumbing
Schindler Elevator Corporation	Class D-P Plumbing
Shambaugh & Son, LP	Class D-P Plumbing
William's Heating & Air Conditioning	Class D-P Plumbing
A-R Roofing, LLC	Class D-R Roofing
Weathercraft Co. of Garden City	Class D-R Roofing
Wray Roofing Inc.	Class D-R Roofing
Mr. Pool	Class D-SUP Unlimited Swimming Pool
Dreiling Rentals	Class E-L Landlord
Javier Olguin	Class E-L Landlord
Brungardt Plumbing LLC	Class E-BF Backflow
Total Fire Protection, Inc.	Class E-F Fire Sprinkler & Protection
Shambaugh & Son, LP	Class E-F Fire Sprinkler & Protection
American Handyman	Class E-SOC Specialized Other
DV Enterprises, LLC	Class E-SOC Specialized Other
E&L Lawncare	Class E-SOC Specialized Other
Garden True Value	Class E-SOC Specialized Other
Garden True Value	Class E-SOC Specialized Other
Gary's Glass Services LLC	Class E-SOC Specialized Other
Israel's Windows & Siding	Class E-SOC Specialized Other
Kel's TLC	Class E-SOC Specialized Other
MJT Construction	Class E-SOC Specialized Other
Nieman's Siding & Home Improvements	Class E-SOC Specialized Other
Precision Siding & Construction Co.	Class E-SOC Specialized Other
Ramos Concrete	Class E-SOC Specialized Other
Richard's Lawn and Tree Services	Class E-SOC Specialized Other
Roth Glass And Framing, LLC	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
Absent	Yea	Yea	Yea	Yea

Commissioner Fankhauser moved that the City Commission go into executive session pursuant to K.S.A. 75-4319(b)(1) for 25 minutes for the purpose of discussing matters of non-elected personnel and their contractual obligations because if this matter were discussed in open session it might invade the privacy of those discussed and that the City Commission reconvene into open session in the City Commission Chambers at 2:30 p.m. Commissioner Law seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Absent	Yea	Yea	Yea	Yea

At the expiration of the designated time, and in open session, Commissioner Fankhauser moved to extend the executive session for 15 minutes or until 2:45 p.m. Commissioner Law seconded the motion. The vote was taken by yeas and nays and recorded as follows:

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

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

Janet A. Doll, Mayor

ATTEST:

Celyn N. Hurtado, City Clerk

City Commission Reports

Commissioner Law stated that his vote to not appoint Sean Collins to the Art Grant Committee was no reflection on either Sean or Melissa Gallegos, but rather an opportunity to reappoint a citizen that is interested and has already served on the board. Commissioner Law congratulated newly appointed Police Chief Utz and said he is looking forward to working with him in the future. Commissioner Law wished everyone a Merry Christmas and commented that it's been an amazing year and he is looking forward to a great 2016.

Commissioner Fankhauser stated the housing update was good information and thanked Assistant Director Davidson for her presentation. Commissioner Fankhauser congratulated new Police Chief Utz and stated he has a big challenge ahead of him. Commissioner Fankhauser wished everyone a Merry Christmas and said it has been an unbelievable year and it would be hard to duplicate it.

Commissioner Cessna was absent.

Commissioner Dale stated there was a good Christmas parade this year. Commissioner Dale congratulated Chief Utz and stated it was an excellent choice for the new Chief of Police. Commissioner Dale thanked City Manager Allen and staff for the Police Chief assessment center and stated there were great applicants and it was a very hard choice. Commissioner Dale reminded everyone to take a moment and remember the Armed Forces that are away from their families this holiday season and to give thanks for our freedom.

Mayor Doll congratulated Police Chief Utz and wished him the best of luck with the new job. Mayor Doll thanked Assistant Director Davidson for her presentation on the RHID presentation. Mayor Doll stated that her vote regarding the Art Grant Committee was based on the opportunity to reappoint and allow a citizen to serve their second term on an advisory board.

THE SPECIAL MEETING OF THE BOARD OF COMMISSIONERS

City of Garden City
December 29, 2015

The special meeting of the Board of Commissioners of the City of Garden City was held at 9:00 a.m. at the City Administrative Center on Tuesday, December 29, 2015 with all members present. Vice Mayor Law opened the meeting.

At 9:00 a.m., Vice Mayor Law opened the public hearing for the purpose of the Governing Body hearing and answering concerns, questions and/or objections of taxpayers relating to the proposed amendment to the 2015 City of Garden City budget for the following funds: Recreation Commission, Capital Improvement Reserve, 126a13 Revolving, Special Rec & Parks, Project Development and Solid Waste.

Bruce Ochs commented on Sabine Hall apartment complex and issues at the building.

Kenny Green stated he would attend the next City Commission meeting to voice his concerns regarding the Garden City Recreation Commission.

There being no other comments from the public, the Mayor closed the public hearing.

Commissioner Fankhauser moved to approve the Certificate of Amendment of the 2015 Budget. Commissioner Dale seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Absent	Yea	Yea

Governing Body considered the adoption of an ordinance to lower the Residential Electric Monthly Customer Charge from the current monthly charge of \$22.50 to a monthly charge of \$19.50 effective January 1, 2016.

Ordinance No. 2716-2015, "AN ORDINANCE ESTABLISHING AND AMENDING RATES FOR ELECTRIC SERVICE IN THE CITY OF GARDEN CITY, KANSAS; AMENDING CURRENT CODE SECTIONS 90-302; REPEALING CURRENT CODE SECTIONS 90-302; ALL TO THE CODE OF ORDINANCES OF THE CITY OF GARDEN CITY, KANSAS," was read and considered section by section. Commissioner Fankhauser moved to approve Ordinance No. 2716-2015. Commissioner Cessna seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Absent	Yea	Yea

J. Christopher Law, Vice Mayor

ATTEST:

Celyn N. Hurtado, City Clerk

Petitions

Report of the City Manager

Celyn Hurtado

From: Allen, Lisa (CCI-Central Region) <Lisa.Allen@cox.com>
Sent: Wednesday, December 23, 2015 9:52 AM
Subject: Cox Communications - Rate Change Notification
Attachments: 2016 Rate Changes.pdf

Dear Local Franchising Authority,

This email is to inform you that effective February 3, 2015 the pricing of Cox's video services will change to reflect the increased costs of doing business. Cox also continues to evolve our service offerings to meet the increasing market demand for new products and features. As a result Cox customers will continue to get a great value with Cox's suite of services.

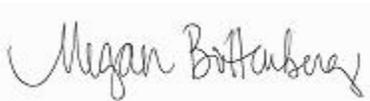
The primary reason for the increase in the retail price of cable television is the rising wholesale cost of television programming. Networks like CBS are charging higher fees to the cable and satellite companies that distribute their television content instead of primarily relying on advertising to generate income. While Cox absorbs as much as these price increases as possible, a portion has to be passed to the consumer.

It's important to note that, in addition to absorbing a large portion of the increased costs of programming, Cox has introduced many service enhancements within the past year. Cox continually strives to improve and evolve our services to meet the changing expectations of the marketplace, including applications such as TV Online that allows customers to watch television when and where it's convenient for them, new digital and HD programming and advanced interactive programming guide with new features.

We are in a competitive business and we work to keep our prices as low as possible. As you are aware, Cox is not the only service provider raising costs, and our retail prices remain extremely competitive in the marketplace. And Cox is proud to continue offering customer support 24 hours a day, seven days a week with our US-based care centers.

Attached is a list of our upcoming price changes. All of our customers were notified of the new prices 30 days in advance through a legal ad and will continue to receive specific notification through messages in their bills. If you have any questions, please don't hesitate to reach me at (785) 215-6727 or megan.bottenberg@cox.com.

Sincerely,



Megan Bottenberg
Manager of Government Affairs
Cox Communications Central Region

Video		
Effective Date: 2/3/2016		
	Current	New
TV Packages		
Starter	\$21.99	\$22.99
TV Economy	\$30.49	\$31.99
TV Economy Plus	\$47.49	\$49.99
TV Essential	\$70.99	\$75.99
Contour TV (Advanced)	\$73.99	\$79.99
Contour TV Preferred	\$83.99	\$91.49
Contour TV Premier	\$97.99	\$104.99
Contour TV Ultimate	\$157.99	\$164.99
Flex Watch	\$39.99	\$42.99
Hispanic Packages		
Paquete Latino	\$34.99	\$35.99
El Mix	\$49.99	\$52.99
Super Mix	\$83.99	\$89.99
Broadcast Surcharge	\$3.00	\$3.00
TV Paks		
Variety Pak	\$10.00	\$11.50
Movie Pak	\$10.00	\$11.00
Sports & Info Pak	\$10.00	\$10.00
Sports Pak 2	\$10.00	\$10.00
Latino Pak	\$10.00	\$10.00
Premiums		
1 Premium	\$15.99	\$15.99
2 Premiums	\$26.99	\$27.99
3 Premiums	\$36.99	\$38.99
4 Premiums	\$45.99	\$47.99
DVR Service		
2 Tuner DVR Service	\$11.99	\$12.99
Record 6 / WH DVR Service	\$19.99	\$19.99
Receivers	\$8.50	\$8.50
A/O Mirror Fee	\$0.00	\$0.00
CSPP	\$6.99	\$6.99

Grandfathered Ultimate Video Packages		
Effective Date: 2/3/2016		
	Current	New
Grandfathered Ultimate TV Packages		
AdvTV Ult (ADTVULT)	\$145.47	\$156.97
AdvTV Ult w/ 4 Prem (ADTVULT)	\$154.47	\$165.97
Adv TV Ult4W (ADTVULT)	\$159.47	\$165.97
AdvTV UltW	\$150.47	\$156.97

Staff Reports

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

MONTH RECEIVED	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
JANUARY	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	300,664
FEBRUARY	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	362,832
MARCH	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	290,207
APRIL	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	302,975
MAY	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	329,154
JUNE	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	313,770
JULY	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	232,796	313,034
AUGUST	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 *	223,986	317,123
SEPTEMBER	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	304,118	318,362
OCTOBER	* 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	313,005	301,429
NOVEMBER	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	304,259	308,291
DECEMBER	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	312,690	312,260
TOTAL RECEIPTS	<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>2,998,144</u>	<u>3,770,101</u>
PERCENTAGE CHANGE	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%	17.45%	25.75%

* REFLECTS HERE & THEREAFTER THE NET AMOUNT OF COUNTY-WIDE SALES TAX.
CITY REIMBURSES TO COUNTY THE DEDICATED 1/4 CENT FOR LEC PROJECT THROUGH
AUGUST 2014 RECEIPTS. FINALED AUGUST 2014.

CITY OF GARDEN CITY, KANSAS

ANALYSIS OF CITY SALES TAX RECEIPTS

MONTH RECEIVED	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
JANUARY	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	521,960
FEBRUARY	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	638,635
MARCH	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	470,493
APRIL	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	493,539
MAY	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	556,737
JUNE	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	523,569
JULY	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	540,941	540,334
AUGUST	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	526,281	546,571
SEPTEMBER	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	509,837	548,219
OCTOBER	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	516,778	517,874
NOVEMBER	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	496,772	528,692
DECEMBER	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	519,605	539,387
TOTAL RECEIPTS	<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>6,159,029</u>	<u>6,426,010</u>
PERCENTAGE CHANGE	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%	4.97%	4.33%

GARDEN CITY POLICE DEPARTMENT
MASTER ACTIVITY REPORT
November of 2015
INCIDENTS REPORTED

OFFENSES	THIS MONTH	LAST MONTH	TO DATE THIS YEAR
Murder/Manslaughter	0	0	2
Rape	1	3	14
Robbery	2	0	9
Aggravated Assault	4	1	54
Burglary	5	8	82
Theft	58	55	599
Auto Theft	1	0	31
Arson	0	0	6
TOTAL	71	67	797
All Other Crimes	129	146	1538
GRAND TOTAL	200	213	2335

CRIMINAL ENFORCEMENT ACTIVITIES

DESCRIPTION	THIS MONTH	LAST MONTH	TO DATE THIS YEAR
Adult Arrests	195	225	2511
Juveniles Detained	38	32	358
TOTAL CUSTODY	233	257	2869
Alcohol Related	13	19	244
Drug Related	25	34	372
Curfew Violations	10	2	65

INVESTIGATIONS DIVISION ACTIVITIES

DESCRIPTION	THIS MONTH	LAST MONTH	TO DATE THIS YEAR
Total Cases Assigned	21	29	319
Total Active Cases	173	174	1949
Adult Affidavits Filed	6	24	134
Juvenile Affidavits Filed	4	3	17
Follow-Up Contacts	753	809	6452
Special Assignments	20	21	365
Search Warrants	8	10	289
Supplemental Reports	136	177	1924
Other Reports	145	255	2228
Cases Referred For Prosecution	22	42	571

TRAFFIC ACCIDENT INVESTIGATIONS

DESCRIPTION	THIS MONTH	LAST MONTH	TO DATE THIS YEAR
Fatal Accidents	0	0	0
Injury Accidents	7	5	55
Non-Injury Accidents	54	56	583
TOTAL ACCIDENTS	61	61	638
Private Property Accidents	4	6	43

**GARDEN CITY POLICE DEPARTMENT
 MASTER ACTIVITY REPORT
 November of 2015**

OFFICERS ASSAULTED

DESCRIPTION	THIS MONTH	LAST MONTH	TO DATE THIS YEAR
Firearm	0	0	0
Cutting Instrument	0	0	0
Other Dangerous Weapon	0	0	4
Hands, Fist, Feet, Etc.	5	3	37
Police Service Dog	0	0	0
TOTAL ASSAULTS	5	3	33

PATROL/CRD DIVISIONS SUMMARY

DESCRIPTION	THIS MONTH	LAST MONTH	TO DATE THIS YEAR
Offense Reports	220	240	2549
Supplemental Reports	108	108	1387
Other Reports	74	104	1148
Community Oriented Policing	216	304	2881
Speeding Citations	42	74	467
Other Traffic Citations	183	293	3636
Parking Citations	17	11	137
Warning Notices	318	533	6205
Penal Summons	32	34	397
Felony Cases Cleared	32	31	336
Misdemeanor Cases Cleared	96	118	1335
DUI Cases Cleared	6	15	135
Insecure Premises	8	15	143
Field Interviews	7	14	84
Citizen & Business Assists	141	160	1696
Alarms	73	92	879
Adult Affidavits Filed	35	38	420
Juvenile Affidavits Filed	14	16	199

COMMUNICATIONS CENTER ACTIVITIES

DESCRIPTION	THIS MONTH	LAST MONTH	TO DATE THIS YEAR
Non-Traffic Activities	2175	2616	27838
Traffic Activities	519	840	9106
TOTAL ACTIVITIES	2694	3456	36944
911 Calls	1511	1564	17260
Finney County Sheriff's Office Activities	400	425	4860

**GARDEN CITY POLICE DEPARTMENT
 MASTER ACTIVITY REPORT
 November of 2015**

RESPONSE TIME SUMMARY

DESCRIPTION	THIS MONTH	LAST YEAR	5 YEARS AGO
Average Emergency	3.41	2.42	3.42
Average Non-Emergency	13.16	11.06	13.14
Average Traffic Accident	13.66	12.07	13.14

ANIMAL INCIDENT ACTIVITIES

DESCRIPTION	THIS MONTH	LAST MONTH	TO DATE THIS YEAR
Animals Impounded	120	188	1695
Animals Disposed	61	36	474
Citations Issued	0	4	24
Animal Bites	2	6	30
Adoptions	16	25	267

TRAINING HOURS RECEIVED

DESCRIPTION	THIS MONTH	LAST MONTH	TO DATE THIS YEAR
Administrative	34.00	25.00	352.00
Patrol/CRD Division	304.00	360.00	4352.00
Support Services Division	0.00	0.00	484.25
Investigation Division	43.00	10.00	646.00
Instructor Hours	12.00	0.00	743.50
SUB-TOTAL TRAINING HRS	393.00	395.00	6577.75
Academy Training Hours	0.00	0.00	3200.00
TOTAL TRAINING HOURS	393.00	395.00	9777.75

ADMINISTRATIVE INVESTIGATIONS

DESCRIPTION	THIS MONTH	LAST MONTH	TO DATE THIS YEAR
Allegations Received	1	3	17
Unfounded	0	0	1
Unsubstantiated	0	0	2
Sustained	0	1	6
Exonerated	0	0	4
Violation Not Based On Complaint	0	0	1
Investigation In Progress	3	1	20
Administrative Closure	0	1	4
Commendations	2	6	28

**CONSIDERATION OF
APPROPRIATION ORDINANCE**

Ordinances & Resolutions

Old Business

New Business



CITY COMMISSION

JANET A. DOLL,
Mayor

ROY CESSNA

MELVIN L. DALE

DAN FANKHAUSER

J. CHRISTOPHER LAW

MATTHEW C. ALLEN
City Manager

MELINDA A. HITZ, CPA
Finance Director

RANDALL D. GRISELL
City Counselor

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

To: City Commission
Date: December 31, 2015
From: Celyn Hurtado, City Clerk
RE: Records Destruction

Issue

Governing Body consideration and approval to destroy specific records from 2010 and older as provided for by the Kansas State Historical Society Department of Archives, and Section 2-742 of the Code of Ordinances of the City of Garden City.

Background

The City may not destroy certain city records for statutorily required periods of time. Other records maybe be photographed or microfilmed and the originals destroyed. (see K.S.A. 12-120 *e seq*). In addition, the Kansas State Historical Society publishes the Local Government Records Management Manual which lists requested minimum time periods which may guide cities' decisions regarding how long to keep those records for which there is no statutorily required time period.

The request also includes records pertaining to the following; accounts receivable, accounts payable, utility billing registers, utility accounting records, receipts, insurance policies, and canceled checks authorization to destroy the following Municipal Court records: 2010 & older traffic infraction closed traffic infraction cases non-misdemeanor, Municipal Court Bail Bonds cancelled checks and audited bank statements, Daily Revenue Reports, correspondence file, invoices, duplicate purchase orders, cash bond and warrant pick up sheets, and returned arrest warrants (traffic infractions only) from the Garden City Police Department that have expired in the year 2015.

The request before the City Commission is consistent with previous requests and Commission decisions regarding record destruction.

Alternatives

1. Move to approve and destroy the specific records from 2010 and older from Service & Finance, Municipal Court and Police Departments as identified above.
2. Deny the request to destroy the specific records.

Recommendation

Staff recommends the destruction of the specified records.

Fiscal Note

None



MEMORANDUM

DATE: December 31, 2015
TO: City Commission
FROM: Matt Allen, City Manager
RE: 2016 City Manager Employment Agreement

CITY COMMISSION

JANET DOLL,
Mayor

ROY D. CESSNA

MELVIN DALE

DAN FANKHAUSER

J. CHRISTOPHER LAW

MATTHEW C. ALLEN
City Manager

MELINDA A. HITZ, CPA
Finance Director

RANDALL D. GRISELL
City Counselor

Issue

Governing Body consideration of an Employment Agreement between the City of Garden City and Matthew C. Allen, City Manager.

Background

Each year, following a performance evaluation, the City Commission considers the terms of an employment agreement with the City Manager. The Commission concluded its evaluation process on December 15, 2015. Based on that evaluation and a review of comparable salary and benefit packages, the City Commission requested the City Attorney draft the attached Employment Agreement for 2016, and that it come before them for consideration at the January 5, 2016 regular meeting.

The agreement is consistent with the terms of the 2015 agreement, with the exception of an increase in base salary from \$127,557 to \$130,746, or 2.5% (Section 4), and an increase in the percentage of base salary contributed by the employer to a qualifying 457 retirement plan from 10% to 11% (Section 12).

Alternatives

1. Approve the Employment Agreement.
2. Deny the Employment Agreement.

Recommendation

I offer no recommendation as I am the other party to the agreement. The City Commission's attorney, Randy Grisell, can advise the Commission on any legal questions regarding the agreement.

Fiscal Note

The changes in this agreement result in a \$4,815 increase over the 2015 agreement.

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EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT (Agreement), made and entered into this 1st day of January, 2016, by and between THE BOARD OF COMMISSIONERS OF THE CITY OF GARDEN CITY, KANSAS, (City or Governing Body), and MATTHEW C. ALLEN (Employee).

WITNESSETH:

WHEREAS, the City desires to retain the services of the Employee as City Manager, as contemplated and provided by the Code of Ordinances of City (Code) and state statutes; and

WHEREAS, it is the desire of the City to provide certain benefits, establish certain conditions of employment and to set working conditions of the Employee; and

WHEREAS, the Employee desires to be employed as City Manager of the City;

NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained, and the performance thereof by the parties, it is agreed as follows:

1. **Duties.** The City hereby agrees to employ the Employee as City Manager in charge of the administration of the City's business, to perform the functions and duties specified in state statutes and the Code, and to perform other legally permissible and proper duties and functions as the Governing Body shall from time to time assign.

2. **Term.** The term of this Agreement shall be twelve (12) months, commencing January 1, 2016, and ending December 31, 2016. The Employee agrees to remain in the exclusive employment of the City and neither to accept other employment nor to become employed by any other employer until date of termination. The term "exclusive employment" shall not be construed to include occasional teaching, writing, consulting, or paid philanthropic work performed on the Employee's time off, provided that it does not interfere with the Employee's duties and responsibilities as City Manager. Regardless of the date of approval by the Governing Body and the Employee, the term of this Agreement shall commence January 1, 2016.

3. **Disability.** If the Employee is permanently disabled or is otherwise unable to perform his duties because of sickness, accident, injury, mental incapacity or health for a period of thirty (30) successive days beyond any accrued sick leave, or for twenty (20) business days over a thirty (30) day period after exhaustion of accrued sick leave, the City shall have the option to terminate this Agreement, consistent with all applicable federal and state laws pertaining to required leave, disabilities and accommodations. Provided, in any such event the Employee shall be compensated for any accrued and compensable sick leave, vacation, holidays, and other accrued benefits, but Employee shall not be paid any severance pay or further compensation.

4. **Salary.** The City agrees to pay the Employee for his services rendered pursuant to this Agreement an annual gross salary of One Hundred Thirty Thousand Seven Hundred Forty-six Dollars (\$130,746.00), payable in installments at the same time as other employees of the City are paid.

5. **Performance Evaluation.** The Governing Body shall review and evaluate the performance of the Employee at least once annually, in December. The review and evaluation shall be in accordance with specific criteria developed by the City. The Mayor of the Governing Body shall provide the Employee with a summary written statement of the findings of the Governing Body and provide an adequate opportunity for the Employee to discuss his evaluation with the Governing Body. The evaluation shall also be used to determine salary adjustments for the Employee.

6. **Hours of Work**. It is recognized that the Employee must devote a great deal of time outside the normal office hours to business of the City, and to that end the Employee will be allowed to take compensatory time off as he shall deem appropriate during normal office hours.

7. **Vehicle and Communications Equipment**. The Employee shall be paid an annual vehicle and communications equipment (cell phones, home computer) allowance of Five Thousand Dollars (\$5,000.00) by the City for use of his personal vehicle and communications equipment for City related business. The Employee shall be responsible for the liability, property damage, and comprehensive insurance for the vehicle, as well as the purchase, operation, maintenance, repair and regular replacement of the vehicle or communications equipment.

8. **Travel and Related Expenses**. The Employee shall receive an annual stipend of Five Thousand Dollars (\$5,000.00) for expenses related to out of town travel, including, but not limited to airfare, vehicle, lodging and food expenses. The Employee shall be directly responsible for payment of such expenses. This stipend shall be in addition to, and exclusive of, the City's responsibilities for payment of registration expenses in Paragraph 14, **Professional Development – Registration Expenses**.

9. **Vacation and Sick Leave**. The Employee shall accrue, and have credited to his personal account, vacation and sick leave at the same rate as other employees of the City, and in accordance with policies of the City. The Employee shall not utilize more than five (5) consecutive business days of vacation leave at any one time without prior consent of the Governing Body, and shall so plan the use of vacation leave as to insure his presence during the budget process. Should Employee voluntarily resign during the term of this Agreement, he shall be paid accrued vacation leave, up to a maximum of four hundred (400) hours.

The Employee may convert up to one hundred twenty (120) hours of accrued vacation per year to taxable income. The rate of conversion shall be the annual salary established in Paragraph 4 divided by two thousand eighty (2,080) times the number of hours of accrued vacation converted. Notwithstanding the Employee's right to convert accrued vacation hours to taxable income, the Employee's accrued vacation hours shall not be less than three hundred twenty (320) hours after any conversion.

10. **Personal Leave**. The Employee shall receive seven (7) days of personal leave per year credited to his personal account at the beginning of each year. Annual personal leave must be used during the year granted and no personal leave will be paid upon termination of employment, whether voluntary or involuntary. As with the use of vacation leave, the Employee shall not utilize more than five (5) consecutive business days of personal leave, or the combination of personal leave and vacation leave, at any one time without prior consent of the Governing Body, and shall so plan the use of personal leave as to insure his presence during the budget process.

11. **Life and Health Insurance**. The City shall purchase and pay the required premiums on term life insurance policies equal in amount to two times the annual gross salary of the Employee, with the beneficiary named by the Employee to receive one-half of any benefits paid, and the City the other one-half. The City shall provide hospitalization, surgical, and comprehensive medical insurance for the Employee and his dependents and pay the premiums thereon equal to that which is provided all other employees of the City, in accordance with policies of the City.

12. **Retirement.** The City agrees to execute all necessary agreements required by the qualified 457K plan provider of the Employee's choice for participation in the selected plan and, in addition to the base salary paid by the City to the Employee, the City agrees to pay an amount equal to eleven percent (11.0%) of the Employee's annual gross salary set forth in Paragraph 4, into the plan on the Employee's behalf, in equal proportionate amounts each pay period, as deferred compensation, and to transfer ownership to succeeding employers upon the Employee's resignation or termination.

13. **Dues and Subscriptions.** The City shall pay for the professional dues and subscriptions of the Employee for his participation in national, regional, state, and local associations and organizations necessary and desirable for his continued professional participation, growth, and advancement, and for the good of the City. Such memberships shall be identified at the time the departmental budget is being determined by the Governing Body.

14. **Professional Development – Registration Expenses.** The City shall pay for the registration expenses of the Employee to afford the Employee opportunities to continue development of professional credentials (ICMA-CM) and to enable the Employee to adequately pursue necessary official and other functions for the City, including but not limited to the annual conference of the International City Management Association, the League of Kansas Municipalities and such other national, regional, state and local governmental groups and committees which the Employee serves as a member. The City also agrees to pay registration expenses of the Employee for short courses, institutes, and seminars that are necessary for his professional development and for the good of the City.

15. **Termination; Resignation; Severance Pay.**

(a) This Agreement may be terminated by the Governing Body, with or without cause, or as required by Paragraph 20. In the event the Employee is terminated by the Governing Body before expiration of the term set forth in Paragraph 2, or the Governing Body decides not to extend this Agreement for a subsequent annual term, and during such time the Employee is willing and able to perform his duties under this Agreement, then in that event the City agrees to pay the Employee a lump sum cash payment equal to nine (9) months' salary, as established in Paragraph 4; provided, however, that in the event the Employee is terminated for commission of a misdemeanor involving moral turpitude or veracity, or a felony, then, in that event, the City shall have no obligation to pay the aggregate severance sum designated in this paragraph.

(b) In the event the City at any time during the term of this Agreement reduces the salary or other financial benefits of the Employee in a greater percentage than an applicable across-the-board reduction for all employees of the City, or in the event the City refuses, following written notice, to comply with any other provision benefiting the Employee herein, or the Employee resigns following a suggestion, whether formal or informal, by the Governing Body that he resign, then, in that event, the Employee may at his option, be deemed to be terminated at the date of such reduction or such refusal to comply.

(c) In the event the Employee voluntarily resigns his position with the City before the expiration of the term of employment in Paragraph 2, the Employee shall give the City a minimum of two (2) months notice in advance, unless the parties otherwise agree. If Employee voluntarily resigns, Employee shall not be entitled to severance pay or any further compensation under this Agreement, from and after date of resignation, with the exception of any accrued vacation leave allowed by Paragraph 9.

16. **Suspension.** The City may suspend the Employee at any time during the term of this Agreement. The Employee shall be given written notice setting forth the reasons for the suspension. Suspension without pay for more than five (5) days in any twelve (12) month term of this Agreement shall be considered a reduction in salary under Paragraph 15(b).

17. **Other Terms and Conditions of Employment.** The Governing Body shall have the authority to fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of the Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the Code, or any other law.

18. **Insurance.** The City shall maintain public officials' liability insurance to cover all insurable acts or omissions of the Employee within the scope of the Employee's employment with the City.

19. **Bonding.** The City shall bear the full cost of any fidelity or other bonds required of the Employee under any applicable law or ordinance.

20. **Sufficiency of Funds.** In the event sufficient funds shall not be appropriated by the City for the payments and obligations required under the terms and conditions of this Agreement, the City may terminate this Agreement pursuant to the notice requirements set forth herein. This Agreement is subject to the terms and provisions of the Cash Basis Law, K.S.A. 10-1101 et seq., and the Kansas Budget Law, K.S.A. 79-2925 et seq.

21. **General Provisions.**

(a) The text herein shall constitute the entire Agreement between the parties.

(b) If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.

(c) There may be no modification or amendment of this Agreement (other than notice of change of address), except in writing and executed with the same formalities as this Agreement.

(d) This Agreement shall be construed in accordance with the laws of the state of Kansas.

(e) The paragraph headings appearing in this Agreement have been inserted for the purposes of convenience and ready reference, and do not purport to nor shall they be deemed to define, limit, or extend the scope or intent of the paragraph to which they pertain.

22. **Notices.** Notices pursuant to this Agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

CITY: City Clerk
City of Garden City
P. O. Box 998
Garden City, Kansas 67846

EMPLOYEE: Matthew C. Allen
1709 Pioneer Road
Garden City, Kansas 67846

Alternatively, notices required pursuant to this Agreement may be personally served. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

23. **Binding Effect.** This Agreement shall be binding upon and inure to the benefit of the Employee, his heirs, executors, administrators, and legal representatives.

IN WITNESS WHEREOF, on the 5th day of January, 2016, this Agreement has been approved by the Governing Body of the City and signed by the parties.

CITY OF GARDEN CITY, KANSAS

Date: _____

By _____
JANET A. DOLL, Mayor

ATTEST:

CELYN N. HURTADO, City Clerk

EMPLOYEE

Date: _____

MATTHEW C. ALLEN

APPROVED AS TO FORM:

RANDALL D. GRISELL, City Counselor



Buffalo Dunes

Memo

To: Matt Allen, City Manager & Governing Body of Garden City, Ks.
From: Caleb Woods, Vice President of the Golf Advisory Board
CC: Cole Wasinger and Toby Witthuhn
Date: 12/31/2015
Re: Recommendation and a Re-Appointment

Dear City Commissioners-

The Golf Advisory Board would like to recommend Martin Heiman to fill an unexpired term left by Larry Johnson. This term will expire on 12/31/2017. Also the Golf Advisory Board would like to re-appoint Ray Navarro to a 2-year term to expire on 12/31/2017.

The Golf Advisory will also be soliciting (2) new board members to fill vacancies left by expiring terms. Plus (1) new member to fill an un-expired term.

Thanks in advance for your consideration,

Caleb Woods

Golf Advisory Board President

Golf Advisory Board

Meeting Time:

No:

7:00 P.M.

1569

Buffalo Dunes Golf Course

Name	Employer	Expires	Apptd	Reappointed	Resigned
Ray Navarro	Retired Business Owner	12/31/2017	7/31/2012	1/1/2016	re appoint
Caleb Woods	VP at First National Bank	12/31/2016	1/1/2014		
Martin Heiman	Samy's Spirits & Steakhouse	12/31/2017	2/13/2015	1/1/2016	Filled unexpire term - Larry Johnson
Scott Ackerman	Hopkins, Hopkins & Ackerman	12/31/2015	3/25/2013		
*Tom Richardson	Retired Judge	12/31/2017	1/26/2012		*resigned - need to fill unexpired term
vacant		12/31/2015			vacant
vacant		12/31/2015			vacant

Rec 10/22/15

GARDEN CITY IS MY TOWN TOO!

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

NAME: Martin Heiman HOME PHONE: 620-899-9835

ADDRESS: 820 Fitz St. WORK PHONE: 620-215-7471

E-MAIL ADDRESS: Martin@gecklorian.com

OCCUPATION (if employed): Food and Beverage Manager

PLACE OF EMPLOYMENT: Sammys Spirits and Steakhouse

HOW LONG HAVE YOU BEEN A RESIDENT OF GARDEN CITY? 22 years

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

I would like to be more involved Buffalo Dunes. I am interested

enhancing current tournaments and adding more to the schedule. Some sponsors quite a few events, I want to provide a liaison between Cole and Samy

OTHER APPLICABLE EXPERIENCE:

Food and Beverage Director at Prairie Dunes Country Club.
Southwest Kansas Pro-Am Advisory Board

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

Airport Advisory Board

Local Housing Authority

Alcohol Fund Advisory Committee

Parks & Tree Board

Art Grant Committee

Planning Commission

Building Safety Board of Appeals

Police/Citizen Board

Community Health Advisory Board

Public Utilities Advisory Board

Cultural Relations Board

Recreation Commission

Golf Advisory Board

Traffic Advisory Committee

Landmarks Commission

Zoning Board of Appeals

Lee Richardson Zoo Advisory Board

RETURN THIS FORM TO:

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

MEMORANDUM

TO: City Commission
FROM: Michael D. Utz, Chief of Police
DATE: December 29, 2015
SUBJECT: Police Citizen's Advisory Board Appointments



ISSUE

City Commission consideration and appointment of three members to serve on the Police Citizen's Advisory Board as the Community College Student representative through May 2016; the Religious Community and Business representatives through December 2017.

BACKGROUND

Currently there are five vacant positions on the Police Citizen's Advisory Board to include; Garden City Community College, Garden City High School, Religious Community, Social Services and Business representatives.

Andrew Hanser, a student currently enrolled at the Garden City Community College applied for and was granted the Garden City Police Department Minority Scholarship. Andrew is interested in serving on the Police Citizen's Advisory Board.

Jeff Starkey has served several communities as a Pastor for over 25 years. Jeff has been a member of this community for approximately 13 years and has served as a Pastor and more importantly as a strong leader for the youth in this community.

Darla Samy would join the board as the Business representative. Darla currently works as an Insurance Producer through her own company, Insurance Specialist Group LLC. Darla has been a valued member of this community for 14 years.

ALTERNATIVES

1. Fill the Garden City Community College, Religious Community and Business appointments.
2. Find alternative candidates to fill the positions.

RECOMMENDATION

Alternative 1 is recommended.

FISCAL

None.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Michael D. Utz', is positioned below the 'Respectfully Submitted,' text.

Michael D. Utz,
Chief of Police

Police/Citizen Advisory Board

Resolution No. 2196
December Appointments, 3 Year Terms

13 members; 1 member at large
Third Tuesday, 5:30 p.m.

GCCC Student *1 Year Term* May 2012-May 2013
VACANT

High School Student *1 Year Term* Vacant
Vacant

Asian/Vietnamese Jan. 2015-Jan. 2018
Vinh Nguyen
1021 Smokey Hill
620-276-6369 Home
620-805-7174 Work
Williamnguyen727@yahoo.com

Senior Citizen/Retired Feb 2014 – Dec 2016
Charles Allen
2101 Fleming St.
Garden City, KS 67846
620-275-2600
clallen21@cox.net

Citizen At. Large Jun 2011 – Dec 2014
Connie Bonwell
1610 Neil St.
Garden City, KS 67846
276-6054
Connie.bonwell@probuild.com

Religious Community Vacant
VACANT

Social Services Vacant
VACANT

Business Vacant
Vacant

Schools
Brandon Neeb
518 Alyssa Ct.
Garden City, KS 67846
620-805-6244
989-225-5989
Bneeb31@gmail.com

Dec 2013 – Dec 2016

African American
Mellaina Johnson
1915 Sloan Apt. 5
Garden City, KS 67846
313-772-0096
Mjohnson2@gckschools.com
mellainajohnson@yahoo.com

Aug 2012-Dec 2015

Hispanic
Mel Galvez
1202 Long Blvd.
316-239-4277 Home
620-275-1766 ext. 228 Work
melgalvez@me.com

Dec. 2014-Dec. 2017

Homemaker
Alicia Weber
506 Alyssa Ct.
Garden City, KS 67846
620-789-1340
hisbutterflygirl@hotmail.com

Dec 2013 – Dec 2016

Citizen At Large
Stan Kennedy
1108 Kingsbury Rd.
276-0905 Home
277-2063 Work
Stan.kennedy@usd363.com

Dec. 2014-Dec. 2017

GCPD Representative
Sgt. Andrew Roush

Dec. 2014-Dec 2017

GARDEN CITY IS MY TOWN TOO!

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

NAME: Andrew Hanser

HOME PHONE: 785-226-0548

ADDRESS: 305 Barber Ave

WORK PHONE: _____

OCCUPATION (if employed): Student / Paid Intern

PLACE OF EMPLOYMENT: Garden City Police Department

HOW LONG HAVE YOU BEEN A RESIDENT OF GARDEN CITY? live in Holcomb / 1 year

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

To understand what is going on in the community and how to be apart of it.

OTHER APPLICABLE EXPERIENCE: Criminal Justice Major at GCCC

9 years military service

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

Airport

Lee Richardson Zoo

Alcohol Fund Advisory Board

Parks & Tree

Building Board of Appeals

Planning Commission

Cultural Relations

Plumbing/Mechanical

Electrical Examiners

Police/Citizen

Environmental Issues

Recreation Commission

Golf

Traffic Committee

Landmarks Commission

Zoning Board of Appeals

Local Housing Authority

Youth Council

RETURN THIS FORM TO:

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

GARDEN CITY IS MY TOWN TOO!

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

NAME: **Jeff Starkey**

HOME PHONE: **620-640-8713**

ADDRESS: **2302 N. Mohawk Dr. Garden City, KS**

WORK PHONE: **Same as above.**

E-MAIL ADDRESS: **bcjeff@live.com**

OCCUPATION (if employed): **Pastor-full time; Juvenile Intake & Assessment Officer for Youth Services (part time)**

PLACE OF EMPLOYMENT: **Community Congregational Church; 25th Judicial Dist. Youth Services**

HOW LONG HAVE YOU BEEN A RESIDENT OF GARDEN CITY? **Since Aug. 1st of 2000, 15 years**

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

I was asked to and thought I should be more involved in my community (I've not served on anything in those 15 yrs).

OTHER APPLICABLE EXPERIENCE: **Served in the US Army for 4 years; have been an adjunct instructor for GCCC and Barclay College in Haviland, KS; Served as Senior Pastor at Bible Christian Church for 13 years, and served churches in NC, VA, OH, IN, and PA since 1980.**

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

Airport

Lee Richardson Zoo

Alcohol Fund Advisory Board

Parks & Tree

Building Safety Board of Appeals

Planning Commission

Cultural Relations

Police/Citizen

Golf

Recreation Commission

Environmental Issues Board

Traffic Committee

Landmarks Commission

Youth Council

Local Housing Authority

Zoning Board of Appeals

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: Darla Samy HOME PHONE: (620) 277-6172 Mobile

ADDRESS: 2125 Buffalo Heights Dr WORK PHONE: (620) 805-6021

E-MAIL ADDRESS: darla@trustisg.com

OCCUPATION (if employed): Insurance Producer

PLACE OF EMPLOYMENT: Insurance Specialist Group LLC

HOW LONG HAVE YOU BEEN A RESIDENT OF GARDEN CITY? 14 years

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

I want to be an active part of the community.

OTHER APPLICABLE EXPERIENCE: I served as the secretary for my homeowners association in Manhattan KS

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 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 type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Environmental Issues Board | <input type="checkbox"/> Traffic Committee |
| <input type="checkbox"/> Landmarks Commission | <input type="checkbox"/> Youth Council |
| <input 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 998
Garden City, KS 67846-0998



**COMMUNITY CORRECTIONS
&
REHABILITATIVE SERVICES**

BETH BEAVERS, DIRECTOR

STEPHANIE HORNBAKER, DEPUTY
DIRECTOR

YOLANDA HERRERA, OFFICE MANAGER

COMMUNITY CORRECTIONS
OFFICE:

601 N. MAIN, SUITE A
GARDEN CITY, KANSAS 67846
OFFICE (620) 272-3630
FAX (620) 272-3635

CARLOS MURILLO, ISO II

DORA HERRERA, ISO I

HOLLY MEYERS, ISO I

BRANDIE O'DELL, ISO I

REHABILITATIVE SERVICES
OFFICE:

601 N. MAIN, SUITE I
GARDEN CITY, KANSAS 67846
OFFICE (620) 272-3650
FAX (620) 272-3635

KATHY FRICK, COUNSELOR

CURTIS KNIGHT, COUNSELOR

DEVA ROBERTS, PROGRAM PROVIDER

December 30, 2015

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

RE: Tammy Murillo

Dear Commissioners:

The 25th Judicial District Community Corrections is requesting the re-appointment of Tammy Murillo, representing as the Garden City general representative, to serve on the Community Corrections Advisory Board. In accordance with KSA 75-5297, the appointment would be for a two-year term and run from January 2016 through January 2018.

Please feel free to contact me if you have any questions. Your assistance in this matter is greatly appreciated.

Respectfully,

Beth Beavers
Director

Cc: Tammy Murillo, 2920 Belmont Place, Garden City, Kansas 67846
Copy

Consent Agenda



MEMORANDUM

TO: GOVERNING BODY

FROM: Steve Cottrell

DATE: 22 December 2015

RE: COLUMBARIUM BIDS – VALLEY VIEW CEMETERY

CITY COMMISSION

JANET A. DOLL,

Mayor

ROY CESSNA

MELVIN L. DALE

DAN FANKHAUSER

J. CHRISTOPHER LAW

ISSUE

Governing Body consideration and approval of bids received December 22nd for construction of a Columbarium at Valley View Cemetery.

BACKGROUND

The Columbarium will provide space for 4 structures for interment of cremations at a site west of Main Street at Valley View Cemetery; two structures will be placed in Phase 1. Each structure will have 48 spaces. The project was previously approved by the Governing Body.

Only one bid was received, from J-A-G Construction Company for \$24,000.00, which was less than the engineer's estimate of \$26,400.00.

MATTHEW C. ALLEN

City Manager

MELINDA A. HITZ, CPA

Finance Director

RANDALL D. GRISELL

City Counselor

ALTERNATIVES

The Governing Body may accept the bid and award a contract.

The Governing Body may defer action until a later date.

RECOMMENDATION

Staff recommends awarding the contract to J-A-G Construction Company for \$24,000.00, and authorizing the Mayor and City Clerk to execute the contract when the documents have been provided by the contractor.

FISCAL

Funding for this project is in the 2015 & 2016 Cemetery budget.

A handwritten signature in blue ink that reads "Steve Cottrell".

CITY ADMINISTRATIVE

CENTER

301 N. 8TH

P.O. Box 998

GARDEN CITY, KS

67846-0998

620.276.1160

FAX 620.276.1169

www.garden-city.org

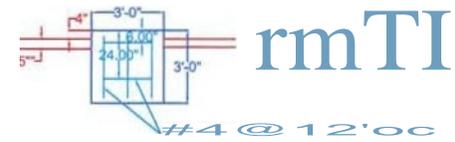
Valley View Cemetery Columbarium		
BIDDER	TOTAL	COMMENT
ENGINEER'S ESTIMATE	\$ 26,400.00	
J-A-G Construction Company	\$ 24,000.00	LOW



Items of Work

Columbarium foundations	4 Each
5' concrete	4,000 Sq Ft

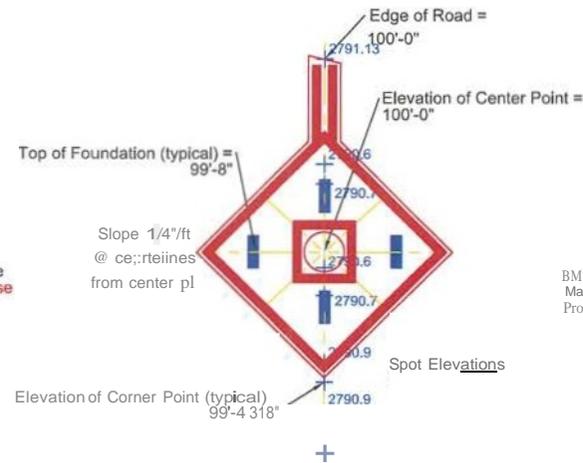
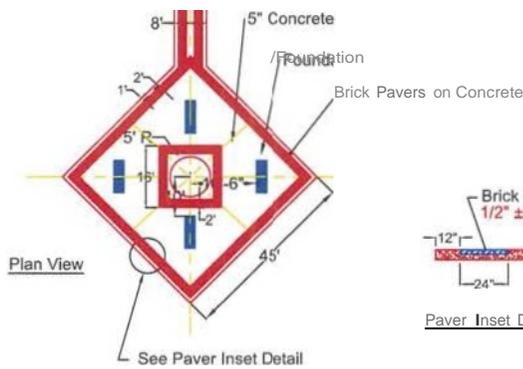
Site will be stripped of vegetation by City prior to construction. Brick Pavers shall be placed in basket weave pattern by City. Coordinate paver inset prior to construction with Cemetery Sexton.



Section Plan View

Columbarium Foundation

Concrete for foundations shall be 5000 psi at 28 days.
 Concrete shall be 6% Air Entrained
 Concrete for slab shall be 3500 psi at 28 days.



BM = TOPOICur@ERNW
 Main & Bellevue = 2891.16
 Project 100,0'

City of Garden City, Kansas	
COLUMBARIUM	
Valley View Cemetery	
Stelle, F. Camel	Rty = t =
	fic
	11



Memo

To: City Commission
From: Kaleb Kentner
CC: File
Date: December 18, 2015
Re: GC2015-71: Replat of Lot 11, of Block 7, Chappel Heights First Addition

ISSUE: Consideration of the Replat of Lot 11, of Block 7, Chappel Heights First Addition.

BACKGROUND: At the request of Bernard Chappel, the City Commission is asked to review and consider the Replat of Lot 11, of Block 7, Chappel Heights First Addition. The Chappel Heights Subdivision is one hundred and forty six (146) acres, with the development of phase one already underway. The land area for the requested replat is approximately five (5) acres, and will yield twenty-two (22) single family lots. The homes built on the proposed properties are intended to be less expensive than the other homes built within the subdivision and therefore are platted on smaller lots than the rest of the subdivision.

A five (5) foot public utility easement has been dedicated on the south side of Lot 17 for a streetlight. There are no platted front yard utility easements. Garden City Subdivision Regulations Section 70-2: 9.020(A) requires at least a fifteen (15) foot wide front yard public utility easement for each property. Garden City Subdivision Regulations Section 70-2: 9.020(C) requires any easements alongside lot lines for mid-block connections to be a minimum of ten (10) feet wide, straddling the property line.

The Planning Commission approved a variance on December 17, 2015, from the public utility easement requirements as stated in Garden City Subdivision Regulations Section 70-2: 9.020, to allow for no front yard public utility easements and a five (5) foot public utility easement for all mid-block connections for streetlights. The variance applies to this requested replat and all future phases of the subdivision.

ALTERNATIVES: The Commission may:

1. Approve the replat.
2. Not approve the replat.

RECOMMENDATION: Staff recommends approval of the replat.

PLANNING COMMISSION RECOMMENDATION: The Planning Commission recommended approval of the Replat of Lot 11, Block 7 of Chappel Heights First Addition.

Members Present- 9

Replat:

Yea vote- 9

Nay vote- 0

NEIGHBORHOOD &
DEVELOPMENT

SERVICES

SERVING

GARDEN CITY

HOLCOMB

AND

FINNEYCOUNTY

620-276-1170

INSPECTIONS

620-276-1120

inspection@garden-city.org

CODE COMPLIANCE

620-276-1120

code@garden-city.org

PLANNING AND
ZONING

620-276-1170

planning@garden-city.org

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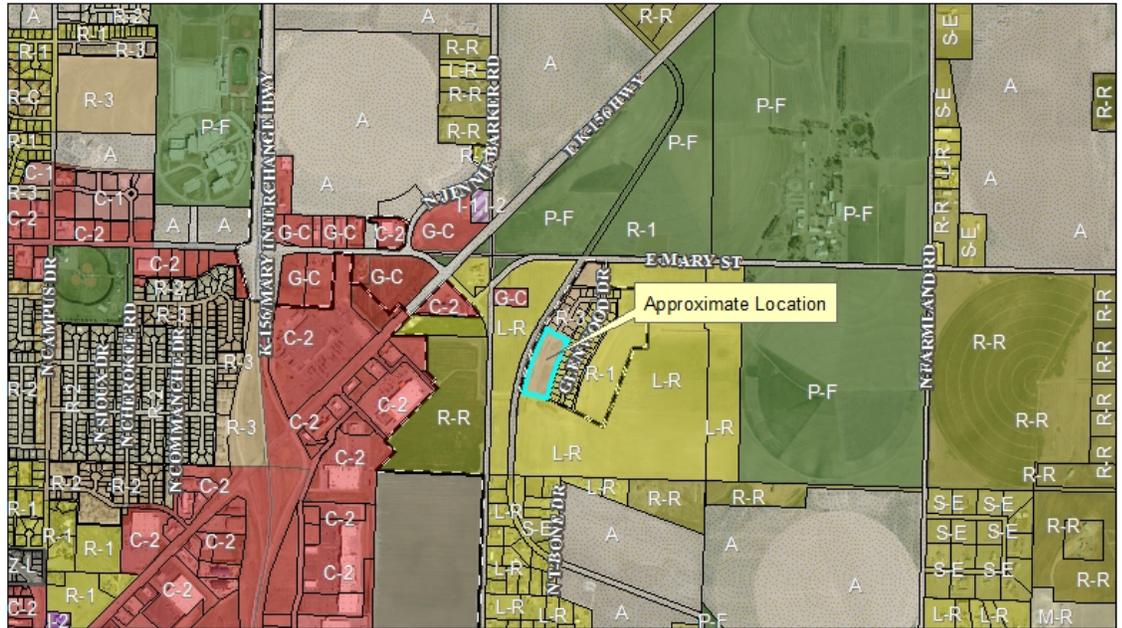
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GARDEN CITY, KS
67846-0998
620.276.1170
FAX 620.276.1173
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Case Number: GC2015-71
Applicant: RBC LLC
Address: Chapel Heights First Addition, Block 7
Request: Replat of Lot 11 of Block 7 of the Chapel Heights First Addition.





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

12/17/2015

GC2015-72 Preliminary Plat for Chappel Heights Subdivision, Bernard Chappel

Staff Thibault reads staff report for both cases.

Secretary Kentner – It’s important to note that on this, for those new members of the Planning Commission, that you often times may see a staff recommendation of “unable to recommend approval” because as staff we’re required to go by what you and the governing body have adopted. Only you will have the ability to say yes or no to those. That authority has not been given to staff to be able to do anything otherwise than give you the recommendation based on what’s in the regulations. As it was explained in the staff report, you do have the ability to give variances for subdivisions based on their request and the criteria listed in the staff report. What’s important that was noted for this request for variances, and I’m sure the developer can tell you more about that, is that a lot of times you don’t want those utility pedestals in the front yard. It adds to the look of your subdivision by not having these pedestals. If you have alleys in the back you can fit those utilities in it, so there is some logic behind that.

Bernard Chappel – Did you state that your easements would be fifteen feet or ten feet?

Staff Thibault – It would be fifteen feet for the front yard and ten feet for the street lights, that’s what the code says.

Bernard Chappel – I talked to Kent at the electric department about the street lights. What they do is put a two-inch conduit in and generally put it off the side of the property line; you can put that in with a thirty-inch wide trencher. That’s why we’re trying to get down to a five foot that would be on one lot. If you put a ten foot or a fifteen foot in, they’re more than likely going to put it right down the middle. Then, you’ll have a fence coming in there, so if you have a problem they’re going to tear the fence out whereas if you put a five foot and we put it on one side, it’s off to the side of the fence and you don’t have to worry about tearing that fence down. More than likely they’ll never have a problem with it but in case they do they have access to it. As far as the easement in the front, we do have alleys in this area and we would like everything in the back, we don’t particularly care for the pedestals out front. Also, right now we have an easement along Mary Street. The gas company is coming out there and since they have an easement, they’re going to put a pole up every one hundred feet through there. If you put an easement in the front yard, you’ve given up control. They can come in there and do whatever they want within that easement and I don’t want that. I’m trying to protect the homeowner and eliminate that. We have thirteen feet behind the curve before the property line. So you would have twenty-three feet of easement going through the front of that property and that’s one of the reasons why we’re trying to eliminate the easement in the front.

Secretary Kentner – Any questions in regards to this request?

Bernard Chappel – The waiver, as I understand, would be for the whole subdivision?

Secretary Kentner -- Yes, they’re requesting that the waiver is for the whole preliminary plat. So there are two actions: one is approving the preliminary plat with the variance for the easements and the second is approving the plat of the replat of Block 7 as contained in the staff report. So there are two actions that are needed and the easiest thing to do would be to take action on the preliminary plat first which would be GC2015-72. There’s no public hearing required for subdivision plats so this is just generally a recommendation that you will be making on that.

Chairman Lopez – I think a lot of times guidelines like this are written to protect someone else that might be developing next door. I think that in this particular case the developers have quite a few homes all together. He has a plan that’s workable to him and it’s not going to hinder anybody down the road. That’s one of the biggest considerations that I always have in a situation like this.

Member Howard – I agree that I would not want pedestals sitting on my front yard; I mean all kinds of things can happen such as cars running over them and that can happen in an alley too but just for the looks of it I wouldn’t want that.

Member Germann – I have a question. We’re talking about the entire subdivision, so phase one, phase two, and phase three. Would everything be subject to the same?

Secretary Kentner – Yes, everything within the subdivision would be.

Staff Davidson – Yes, except for everything in phase one has already been platted so that plat stands, except for this little replat section.

Member Germann – So is that going to create an issue in the future where this is different than what everything else is?

NEIGHBORHOOD &
DEVELOPMENT

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AND

FINNEYCOUNTY

620-276-1170

INSPECTIONS

620-276-1120

inspection@garden-city.org

CODE COMPLIANCE

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ZONING

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301 N. 8TH

P.O. BOX 998

GARDEN CITY, KS

67846-0998

620.276.1170

FAX 620.276.1173

www.garden-city.org

Other Entities Minutes



Garden City Recreation

REVISED AGENDA

Garden City Recreation Commission

Regular Meeting

Tuesday, December 22, 2015 @ 5:15 pm

Garden City Recreation Center, 310 N. 6th Street

I. Call Meeting to Order

II. Approval of Agenda

III. Consent Agenda

The following shall stand approved/accepted as presented unless action is taken to remove an item from the consent agenda.

- Minutes of Regular Meeting November 30, 2015
- Minutes of City of Garden City, City Commission Meeting December 9, 2015
- Staff Reports for December 2015
- Participation Reports

IV. Financial Reports for November 2015

V. Superintendents Report

- GCRC building will be closed December 24th, 25th and 31st, January 1st.
- Core Wellness closings is December 24th, 25th. Open New Year's Eve 8am-5pm and Open New Year's Day 6am – 9pm.

VI. New Business

- a. Approval to raise Arts Director Brian Seagraves credit card limit to cover Junior Theater Festival in Atlanta, Georgia, January 15-18th, 2016.
- b. Name (s) for GCRC Board replacements to give to the City of Garden City Commissioners and GCRC Board at large appointment.
- c. Wellness Director Meghan McFee approval for wellness center equipment sale.
- d. Chair and Vice-Chair nominations.
- e. Approval for CCI Greenheart program for 2016.
- f. Approval for 2016 Winter Brochure
- g. Approval to seek new legal counsel.
- h. RFQ-Municipal Recreation Commission Management Study
- i. Approval for Arts Director Brian Seagraves travel expense of \$200 for Junior Theater Festival.

VII. Old Business

1.

VIII. Executive Session – Recreation Board will go into executive session for the purpose of discussing personnel and/or real property. The Recreation Commission Board will reconvene into open session upon completion.

IX. Garden City Recreation Commission Questions and Comments

X. Adjournment

Next Meeting

Monday, January 25, 2016

5:15 PM

Activity Center

**Garden City Recreation Commission
Minutes
Monday, November 30, 2015
310 N 6th St.**

I. Call Meeting to Order

Chairperson Marcus Ramos called the meeting to order at 5:17pm. GCRC Board Members present were Anna Urrutia, Myca Bunch and Jamie Warren. Alyssa Benavidez arrived at 6:12pm. GCRC Staff present were Sports Director Jared Rutti, Wellness Director Meghan McFee, Aquatics Director Monica Colborn, Superintendent John Washington and Finance Director Terri Hahn.

II. Approval of Agenda

Motion by Jamie Warren to approve the agenda, seconded by Myca Bunch. Motion carried with all in favor.

III. Consent Agenda

The following shall stand approved/accepted as presented unless action is taken to remove an item from the consent agenda.

- **Minutes of Regular Meeting October 26, 2015**
- **Staff Reports for October 2015**
- **Participation Reports**

GCRC Board Member Myca Bunch asked Wellness Director Meghan McFee about membership goal of one thousands (1000) members. Meghan explained that she is working on new ideas and with new businesses.

Motion by Jamie Warren to approve the consent agenda, seconded by Anna Urrutia. Motion carried with all in favor.

IV. Financial Reports for October 2015

Motion by Jamie Warren to approve the financials for October 2015, seconded by Myca Bunch. Motion carried with all in favor.

V. Superintendents Reports

- **CIP Meeting Board selection (Chuck Reinert, Maintenance Directors)** – Maintenance Director Chuck Reinert is making the CIP meetings.
- **Clint Lightner Dugout Reconstruction** – City of Garden City and GCRC staff are working on the dugouts, concrete work. City Managers Matt Allen has accepted bids from Garden True Value on fencing. John informed the Board that they are looking for materials for batting cages.
- **Fansler Field conversion from a softball field to baseball diamond.** – fencing is down, working on grading field and adding dirt to the back of the field.
- **2016 KRPA Conference (Dodge City, KS) February 1-4, 2016** – if any GCRC Board members is interested in going to the KRPA Conference in Dodge City, KS this year please let John know.
- **Termination of legal representation.** – Randy Grisell has sent a letter to John and Marcus to terminate legal representation of the GCRC effective November 18, 2015. Randy has sent over names for consideration.

- **Tournaments** – John explained that Ed Kimminau with Dodge City Sports came over and visited with Jared and him. Mr. Kimminau wants to bring his tournaments over to Garden City. Board would like for him to come to a board meeting for discussions.

VI. New Business

- a. **GCRC Letter of support to host the 2016 (19 year old) State Tournament in Garden City.** – Board Member Anna Urrutia asked Sports Director Jared Rutti if he sent a letter of support to host the 2016 19 year old State Tournament in Garden City. She was told that they had not received a letter. Jared said that he did send a letter and that he will check on this and cc Anna on the State organization reply.
- b. **Jared Rutti, Sports Director is seeking support for a new baseball league in conjunction with Redhawk.** – Sports Director Jared Rutti handed out a paper on the new baseball program.

Recreation Baseball (Current)

Registration Available	March 7
Registration Deadline	April 18

Workout Dates:

April 19	9/10	Cost - \$28
April 20	11/12	-10 game season
April 21	3 rd /4 th Girls	-play on Saturday Double Header E8

Practices	May 2-19
Games Begin	May 31
Games End	June 30

Competitive Baseball

Registration Available	January 11
Registration Deadline	February 29

Workout Dates:

March 6	9/10 & 11/12	Total Cost = \$50 GCRC - \$30 RedHawk - \$20 10 Game season Teams would play double headers
Practices	March 7-24	Workout would be held at Red Hawk And Clint Lightner
Games Begin	March 28	Red Hawk would schedule umpires, GCRC would do payroll.
Games End	April 28	League would play by Cal Ripken Rules Potential towns Lakin, Holcomb, Scott City

Recreation Baseball (New)

Registration Available	March 14
Registration Deadline	April 29

Workout Dates:

May 2	9/10	Cost - \$28
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May 3	11/12	GCRC teams would have access to RedHawk
May 4	3 rd /4 th Girls	May 9-20 by appointment only to Practice their teams
May 5	5 th /6 th Girls	10 Game season Play on one Saturday Double Header E8
Practices	May 9-26	
Games Begin	May 31	
Games End	June 30	

Motion by Jamie Warren to approve an agreement with RedHawk for competitive baseball, seconded by Anna Urrutia. Motion carried with all in favor.

- c. **A/R and Agreements for RedHawk and Greater Gold** – John advised the Board that he send a letter to RedHawk Baseball & Softball Academy advising them that the GCRC is removing the past due amount requested from your statement of Accounts Receivable from 2014 effective this day of November 17, 2015. John further suggested that this amount also be removed from Greater Golds accounts receivable. Motion by Jamie Warren to release the 2014 debts that RedHawk and Greater Gold owes for 2014, motion was seconded by Myca Bunch. Motion carried with all in favor.
- d. **Big Pool Agreement discussion with the City of Garden City and GCRC, (Monica Colborn)** – Aquatics Director Monica Colborn said that there is no agreement with the City of Garden City and GCREC on the Big Pool since 2003. No one can seem to find one. (City of Garden City nor GCREC). Monica read the following what she would like to see in a new agreement with City of Garden City and GCREC:

The goal of Garden City Recreation is to provide a safe, healthy, and fun environment for our community, and those who visit the Big Pool.

Management responsibilities fall solely under Garden City Recreation Commission. The Aquatics Director is responsible for interviewing, hiring, training and managing summer staff. The Aquatics Director, along with the Pool Manager, is responsible for day to day operations of the Big Pool and all staff.

Daily Pool maintenance is the responsibility of the Garden City Recreation Commission Aquatics Department, with assistance from the GCRC Maintenance Department as needed.

Supplies and equipment will be inventoried by the Pool Manager and Aquatics Director. The Aquatics Director is responsible for making all purchases, with the approval of the Superintendent of Recreation.

Equipment repairs and equipment maintenance will be the responsibility of GCRC Aquatics and GCRC Maintenance. Necessary repairs will be made known to GCRC and the City of Garden City via communications from the Aquatics Director. Repairs to equipment must be made as soon as possible to preserve water quality, sanitation, safety of the patrons, and to ensure the pool is open to the public.

The Aquatics Director will provide monthly financial reports to GCRC and City of GC.

Water quality will be monitored and maintained by Garden City Recreation Commission.

Any significant water loss will be reported to the City of Garden City.

It is to be expected that the City of GC will fully fund the operating expenses of the Big Pool. Including, but not limited to, the following expenses:

- *Labor-Lifeguards, Gate/Slide Attendants, Pool Maintenance staff, Aquatics Director salary for March 1 – Aug 31
- *Pump, Filter and Equipment repairs
- *Chemicals
- *Paint and paint supplies
- * Pools, Slides, and Spray Park repairs
- *Cleaning Supplies
- *Bathhouse repairs
- *Big Pool office supplies
- *Utilities
- *Supplies that fall under the Miscellaneous Supplies category (ex: A/C for Gate shed, rope for metal stands, preseason preparations, etc.)
- *Any purchases deemed necessary by the Aquatics Director and Garden City Recreation Commission to safely and functionally operate the Big Pool to the standards set by national, federal, state, and local codes.

Garden City Recreation Commission will cover all expenses that are incurred for Programs-including labor expenses for such programs that occur outside of Normal operating hours.

Board Member Myca Bunch recommended to Monica that if we need any monies at the end of year for expenses please put this in the contract.

Board Member Jamie Warren recommended Monica typing up a contract and send it out to the GCRC Board and it will go from there.

- e. **Wellness & Fitness Equipment recommendations for disposal. (Meghan McFee) –** Wellness Director Meghan McFee is asking what is the Rec going to do with the old wellness equipment. Mid-State Fitness is only offering \$6,500 to buy the equipment and then charge the GCRC \$3,000 to remove the equipment leaving \$2,500 for the GCRC. Craig with Mid-State Fitness suggested a private auction. See is there is some parties interested in the equipment and sell it and with the weight machine scrape metal. Board Member Jamie Warren suggested listing the equipment and get buyers suggested price and present them to the GCRC Board and also try to get more information on selling.
- f. **Discussions for approval from the City Commission from Randy Grisell to move forward with the sale of 302 N 6th St.** - Even though Randy Grisell is not legal counsel for the GCRC, he will be selling the 302 N 6th St house. He will put a sign out front of the

house with a telephone number on it. The Scheopner family will be out December 31, 2015.

- g. **Utilities and expenses report at Maintenance Division (Mary Street)** – Board Member Jamie Warren was concern with the water bill on Mary Street. John informed the GCRC Board that water was being stolen at around 2 to 3am in the mornings. Maintenance Department has fixed it so whoever was stealing the water cannot do so.
- h. **Discussion on a verbal Agreement with USD 457 Renovations at Clifford Hope Auditorium** – John informed the GCRC Board that he received a phone call from Dr. Karlin, about USD 457 making improvements to Clifford Hope Auditorium. Dr. Karlin asked if GCRC would be able to pledge monies towards the project. The improvements would be lights, sounds, stage floor, fly system and curtains. Live on Stage is pledging \$20,000 and GCRC would pledge \$15,000 towards the project. USD 457 will be donating the old curtains to the State Theater. John explained that the \$15,000 was the maximum of his spending limit by policy without Board approval.

VII. Old Business

- 1. **Pecos League Agreement for 2016 Baseball Season** – Motion by Jamie Warren to approve the Pecos League Agreement for 2016 Baseball Season presented to the GCRC Board. The motion was seconded by Myca Bunch. Motion carried with all in favor.

VIII. Executive Session – Recreation Board will go into executive session for the purpose of discussing personnel and/or real property. The Recreation Commission Board will reconvene into open session upon completion.

Motion by Jamie Warren to go into executive session for thirty (30) minutes for the purpose of discussing personnel. Seconded by Myca Bunch. Motion carried with all in favor.

Went into executive session at 7:10pm.

Out of executive session at 7:36pm.

No action taken.

Jamie Warren asked to go into recess for thirty (30) minutes. Went into recess at 7:37pm.

Out of recess at 8:00pm.

Board Members Jamie Warren made a motion to accept John Washington resignation effect December 1, 2015. The motion was seconded by Myca Bunch. Motion carried with all in favor.

IX. Garden City Recreation Commission Questions and Comments

X. Adjournment

Motion by Jamie Warren to adjourn the meeting. The motion was seconded by Myca Bunch. The meeting adjourned at 8:06pm.

Terri Hahn
Secretary

Approved 12/22/2015

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

Thursday, December 17, 2015
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.

8:30 A.M.	WORKSHOP - AGENDA REVIEW BETWEEN STAFF AND COMMISSION MEMBERS <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-** October 27, 2015.
- III. SWEARING IN OF NEW MEMBER-** Scott Stewart / **RENEWAL OF TERMS** – Brian Schwindt, Bob Law
- IV. DISCUSS APPOINTMENT TO FCBZA**
- V. PUBLIC COMMENT - Agenda Schedule Allowance: 30 minutes (5 minutes per spokesperson)**
- VI. GENERAL STAFF REPORT AND UPDATE**
- VII. 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**
- VIII. BUSINESS**
 - o *Staff Report & Applicant Presentation*
 - o *Public Hearing*
 - o *Staff or Applicant Address Public Hearing Comments*
 - o *Commission Action*

NEW BUSINESS:

GC2015-71: To consider a replat of Lot 11, Block 7, Chappel Heights First Addition, located at 3902 Wildwood, at the request of Bernard Chappel and Dave Matthews.

GC2015-72: To consider the preliminary plat for the Chappel Heights Subdivision at the request of Bernard Chappel and Dave Matthews.

IX. ADJOURN

MINUTES

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

October 27, 2015

The Holcomb-Garden City-Finney County Area Wide Planning Commission scheduled a Public Hearing at 9:00 a.m. Tuesday, October 27, 2015 in the City Commission Chambers at the City of Garden City Administrative Center located at 301 North 8th Street, Garden City, Kansas.

I. CALL TO ORDER

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 Schneider, Member Germann, Member Schwindt, Member Law, Member Gigot, Member Hitz and Chairman Lopez. Also present were Staff Kentner, Staff Davidson and Staff Thibault.

II. SWEARING IN OF NEW MEMBERS – LEONARD HITZ

III. APPROVAL OF MINUTES- October 15, 2015

Member Howard makes motion to approve the minutes from October 15, 2015. *Member Schneider* seconds the motion. Votes were taken by yeas and nays and recorded as follows:

Germann	Hitz	Gigot	Howard	Law	Lopez	Schneider	Schwindt
Yea	Yea	Yea	Yea	Yea	Yea	Yea	Yea

Motion passed.

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

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**

NEW BUSINESS

GC2015-69 Rezone 504 N. Evans St. from “C-1” to “R-2”, Brent Petersen

Staff Kentner reads staff report.

Secretary Kentner explains case.

Chairman Lopez – I think you brought up a good point already. I grew up in that area of town and there used to be several businesses there, a body shop, other convenience stores. That area has changed considerably over the years. I think this makes good sense at this time.

Member Germann – So the lot is already separated from the business? We don’t have to have any additional action to split it?

Secretary Kentner – Yes, the lots are separated and our understanding is that no part of the printing business is stored or housed on the lot with the home. Selling the lot will help with the expense of her care.

Member Germann – The picture of the house looks really close to the business.

Secretary Kentner – There is actually a driveway in between the house and the business. It would meet the spacing requirements.

Member Schneider – There is nothing about this that would affect the business negatively?

Secretary Kentner – No. The business would still be zoned as C-1 and would continue to operate normally. This action is just for the lot with the house on it.

MEMBER GERMANN MAKES MOTION TO APPROVE THE REZONE REQUEST.

MEMBER LAW SECONDS MOTION.

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

Germand	Hitz	Gigot	Howard	Law	Lopez	Schneider	Schwindt
Yea	Yea	Yea	Yea	Yea	Yea	Yea	Yea

Meeting adjourned at approximately 9:10 am.

Mario Lopez
Leonard Hitz

Chairman
Vice Chairman

Kaleb Kentner
Carol Davidson
Mackenzie Thibault

Secretary