



**AGENDA
CITY COMMISSION MEETING
Tuesday, March 15, 2016
1:00 PM**

City Administrative Center, 301 N. 8th Street

I. Note:

Pre-meeting at 11:00 a.m. – 11:45 a.m. at Valley View Cemetery at 2901 N. Third Street for the Commission to tour the Cemetery and for a discussion on chemical strategy for Parks and Cemetery Departments. 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

A. March 1, 2016 City Commission minutes.

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

VI. CONSIDERATION OF PETITIONS, MEMORIALS AND REMONSTRANCES

A. Recognition of the 2015 Annual City of Garden City Safety Award recipients.

B. The Governing Body is asked to consider and allow Kansas Organization of Recyclers and Kansas Department of Health and Environment Bureau of Waste Management to serve beer and other cereal malt beverages for consumption at the Finnup Center on April 6, 2016 from 6:00 p.m. - 8:00 p.m.

VII. REPORT OF THE CITY MANAGER

A. Presentation of the annual report from the Garden City Police Department stating the local forfeiture income and expenditures.

B. Presentation by Assistant to the City Manager Cottrell of an update on the Southwest Chief Route Improvement TIGER grant project.

C. Congratulations to City Clerk Celyn Hurtado on fulfilling all the requirements for the Certified Municipal Clerk (CMC) Program of the International Institute of Municipal Clerks (IIMC) and earning her CMC designation.

- D. Presentation of the February 2016 staff report from the Garden City Regional Airport.
- E. Presentation of the February 2016 staff report from Cemetery Department.
- F. Presentation of the February 2016 City Link Ridership Report from Public Works.
- G. Presentation of the February 2016 Financial Report from Service and Finance.
- H. Presentation of the February 2016 monthly building report from Neighborhood & Development Services.
- I. Presentation of the February 2016 activity reports from the Garden City Police Department.
- J. Presentation of the February 2016 City Project Update Report from Public Works.
- K. Presentation of the February 2016 staff report from Lee Richardson Zoo.

VIII. MEETINGS OF NOTE

- March 15, 2016 – Garden City Area Chamber of Commerce monthly breakfast at The Golf Club at Southwind at 7:30 a.m.
- March 15, 2016 – Garden City Area Chamber of Commerce to host the Garnand Funeral Home Open House from 5:00 p.m. – 6:30 p.m.
- March 19, 2016 – Legislative Coffee at St. Catherine Hospital, Classroom B at 10:00 a.m.
- March 24, 2016 – Citizens Academy at Buffalo Dunes Golf Course 5:30 p.m.
- March 29, 2016 – Town Hall Meeting at the City Administrative Center, Commission Chambers at 7:00 p.m.
- March 31, 2016 - Citizens Academy at City Administrative Center
- April 9-12, 2016 – Western Kansas Congressional Delegation briefing and reception in Washington, D.C.
- April 20, 2016 – Earth Day – Party for the Planet at Lee Richardson Zoo

IX. CONSIDERATION OF APPROPRIATION ORDINANCE

- A. Appropriation Ordinance No. 2408-2016A.

X. CONSIDERATION OF ORDINANCES AND RESOLUTIONS

- A. The Governing Body is asked to consider and approval of an ordinance to affirm the City of Garden City's adoption and continued operation under the Commission-Manager form of government.

Ord. No. _____-2016, an ordinance affirming the City of Garden City's adoption and continued operation under the Commission-Manager form of government recognizing the transition to November Municipal elections; confirming the number and terms of Commissioners and the filing of a vacancy in office; and setting forth the duties of the City Manager.

- B. Governing Body consideration and approval of lease purchase financing for

Police Department equipment.

Resolution No. _____ - 2016, a resolution authorizing the City of Garden City to enter into a Municipal Lease/Purchase Agreement (Lease No. 1000880-004) for Police Department Equipment with Commerce Bank NA.

- C. Governing Body is asked to consider and approve the proposed ordinance regulating the use and operation of pedicabs in the City of Garden City, Kansas.

Ordinance No. _____-2016, an ordinance providing for the licensing and operation of pedicabs within the City of Garden City, Kansas; creating new article IV and new Code Sections 98-104, 98-105, 98-106, and 98-107, all to the Code of Ordinances of the City of Garden City, Kansas.

- D. Resolution No. _____-2016, a resolution authorizing the removal of motor vehicle nuisances from certain properties in the City of Garden City, Kansas, pursuant to Section 38-63 of the Code of Ordinances of the City of Garden City, Kansas. (2005 N Main St - Silver Sentra)

XI. OLD BUSINESS

XII. NEW BUSINESS

- A. The Governing Body is asked to consider and approve the distribution of Community Grant Funds as recommended by the Alcohol Fund Advisory Committee.
- B. The Governing Body is asked to consider and approve the distribution of AFAC funds as recommended by the Alcohol Fund Advisory Committee.
- C. The Governing Body is asked to consider and approve the distribution of Art Grant funds as recommended by the Art Grant Committee.
- D. KMEA (Kansas Municipal Energy Agency) has requested appointment of representatives from the City of Garden City to serve on their Board of Directors and to execute Certificates in accordance with the Agency's Bylaws.
- E. The Governing Body is asked to give staff direction relating to the widening of Kansas Avenue between Main Street and Third Street and replacing the water main from Seventh Street to Third Street because no bids were received during the the March 8th bid letting.
- F. The Governing Body is asked to consider and approve formally recommending to the United States Department of Transportation (USDOT) that they accept the proposal from American Airlines to provide Essential Air Service at Garden City Regional Airport.
- G. The Governing Body is asked to consider and approve the distribution of the Downtown Development Fund for 312 N. Eighth Street and 124 Grant Avenue.
- H. ***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 for the purchase of the following items: 20' Mowing Deck for Airport, 4WD Tractor for Golf, 3/4 Ton 4WD Chassis for Water, 4WD Half Ton Pickup for Parks and a 4WD Half Ton Pickup for Planning.
2. Governing Body consideration and approval for the purchase of one (1) Solid Waste Collection Truck and the CNG conversion for a City Dump Truck.
3. The Governing Body is asked to consider and approve a Real Estate Purchase Agreement for the purchase of property for the Kansas Avenue widening project, from Rickilene Emery, a/k/a Ricklene Emery, Deborah Lanette Mossman, Daniel Neil Messenger, Martha Dinkle, a/k/a Martha Jane Dinkel, and Tony Lee Messenger.
4. Quit Claim Deed from Veterans of Foreign Wars transferring Space 5, Lot 239, Zone A of Valley View Cemetery to Caroline Klaus.
5. Contractors' Licenses

XIII. CITY COMMISSION REPORTS

A. Commissioner Fankhauser

B. Commissioner Cessna

C. Commissioner Dale

D. Mayor Doll

E. Commissioner Law

XIV. OTHER ENTITIES

- A. Presentation of the minutes for the Police/Citizens Advisory Board meeting held on February 16, 2016.
- B. Presentation of the March 1, 2016 Zoo Advisory Board minutes

- C. Presentation of the February 11, 2016 Airport Advisory Board meeting minutes.
- D. Presentation of the March 10, 2016 Cultural Relations Board monthly minutes.

XV. ADJOURN

THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS

City of Garden City
March 1, 2016

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, March 1, 2016 with all members present. Commissioner Law opened the meeting with the Pledge of Allegiance to the Flag and the Invocation.

Ken Green spoke to Governing Body regarding his concerns with the Recreation Commission.

Commissioner Cessna moved to approve and allow the Mayor to proclaim March 1, 2016 as Read Across America Day. Commissioner Dale seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Cessna moved to approve and allow the Mayor to proclaim March 2016 as Intellectual & Development Disabilities Awareness Month. Commissioner Law seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Communications Specialist Freburg provided an update on the City’s recent communications initiatives.

Service and Finance supplied the February 2016 monthly sales tax report.

Meetings of note:

- February 27, 2016 - Legislative Coffee at St. Catherine Hospital, Classroom B at 10:00 a.m.
- February 29, 2016 – Southwest Research and Extension Center – Garden City Board of Realtor’s educational session on SB316 from 10:00 a.m. – noon.
- March 3, 2016 - Citizens Academy in the Meeting Room at the City Administrative Center at 5:30 p.m.
- March 10, 2016 - Citizens Academy at the Law Enforcement Center and Central Fire Station at 5:30 p.m.
- March 16, 2016 – Garden City Area Chamber of Commerce monthly breakfast at The Golf Club at Southwind at 7:30 a.m.
- March 19, 2016 – Legislative Coffee at St. Catherine Hospital, Classroom B at 10:00 a.m.
- March 24, 2016 - Citizens Academy at Buffalo Dunes Golf Course at 5:30 p.m.
- March 29, 2016 – Town Hall Meeting at the City Administrative Center at 7:00 p.m.
- April 9-12, 2016 - Western Kansas Congressional Delegation meetings and reception in Washington, D.C.
- April 20, 2016 - Earth Day - Party for the Planet at Lee Richardson Zoo

Appropriation Ordinance No. 2407-2016A, “AN APPROPRIATION ORDINANCE MAKING CERTAIN APPROPRIATIONS FOR CERTAIN CLAIMS IN THE AMOUNT OF \$5,946,744.88,” was read and considered section by section. Commissioner Law moved to approve and pass Appropriation Ordinance No. 2407-2016A. Commissioner Cessna seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Fankhauser moved to approve a rate increase of 10% on membership and cart fees at Buffalo Dunes Golf Course effective March 1, 2016. Commissioner Dale seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Fankhauser moved to approve bids received February 23, 2016 for a waterline extension to serve Meadowlark Dairy Nutrition, LLC (Dairy Farmers of America). Commissioner Law seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Cessna moved to reappoint Mellaina Johnson to a three-year term from March 2016 – December 2018 and to appoint Connie Bonwell to serve a three-year term from March 2016 – December 2018 on the Police/Citizens Advisory Board. Commissioner Fankhauser seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Fankhauser moved to approve the Governing Body’s goals for 2016-2017. Commissioner Law seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Law moved to approve an easement request from Prairie Sky, LLC for a new office building at 1601 E. Mary Street. Commissioner Cessna seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Abstained	Yea

Commissioner Cessna moved to approve a Facilities Use agreement between the City of Garden City, Kansas, Garden City Recreation Commission, and Pecos League of Professional Baseball for the 2016 season. Commissioner Fankhauser seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Law moved to approve the following:

1. Governing Body consideration of the final plat of Chappel Heights Second Addition.
2. Permission for George M. Lucero to reserve Space 1, Lot 70, Zone J of Valley View Cemetery for the consideration of \$50.00 for the period of one year.

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

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Mayor 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 congratulated the Garden City High School wrestling team, Michael Prieto and Jesse Nunez on the 6A State Wrestling Championship and individuals wins and said he looks forward to having the team at a future Commission meeting.

Commissioner Fankhauser congratulated the GCHS wrestling team. Regarding the future of the Garden City Recreation Commission, Commissioner Fankhauser stated reviewing the results of the management study would be the first step. However, he said, it is agreed upon by all of the Commissioners that it needs to be done and the situation needs to be handled right.

Commissioner Cessna congratulated the GCHS wrestling team on winning the 2016 Class 6A state competition and stated this is their fourth consecutive title. Commissioner Cessna stated that GCHS music students have advanced to state competition and will be participating in state groups in Wichita during the Kansas Music Educators Association state conference. Commissioner Cessna congratulated the GCHS forensics students who qualified for state and national tournaments. Commissioner Cessna congratulated the GCCC Meats team on being selected to compete in Australia. Commissioner Cessna congratulated Buffalo Dunes Golf Course staff on being ranked #2 in the state of Kansas for public golf courses and stated it shows the dedication of the staff to maintain a professional golf course in the community. Commissioner Cessna commented that it helps Garden City's quality of life and helps to attract tournaments to our community.

Commissioner Dale congratulated the GCHS wrestling team, GCHS forensics team, and the GCCC meat judging team. Commissioner Dale stated these students are tremendous ambassadors for our community and thanked both the GCHS and GCCC students. Commissioner Dale commented on the Garden City Recreation Commission and stated, based on what he knows of the state statue, the City has very little authority over the day-to-day operations. Commissioner Dale stated he is anxious to receive the report back on the Recreation Commission management study.

Mayor Doll congratulated the GCHS wrestling team for their fourth consecutive championship win and two individual state champions. Mayor Doll congratulated Buffalo Dunes Golf Course staff on being ranked #2 in the state of Kansas for public golf facilities. Mayor Doll stated she attended a Mosaic – Discover the Possibilities luncheon and it was a good opportunity to see what the staff and residents do at Mosaic.

Petitions



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Allie Medina, Human Resources Director
DATE: March 15, 2016
RE: Annual City of Garden City Safety Award - 2015

ISSUE:

Recognition of the 2015 Annual City of Garden City Safety Award recipients.

BACKGROUND:

Each year the City of Garden City awards the Annual Department Safety Award, the Most Improved Safety Record, the 4th Quarter Safety Recognition Award and the Annual Individual Safety Recognition Award.

The Annual Department Safety Award and the Most Improved Safety Record Award is chosen based on the accidents/worker's compensation claims for each department. The 4th Quarter Safety Recognition Award and the Annual Safety Recognition Award is chosen by the Safety Committee from the Quarterly Award recipients.

ALTERNATIVE:

None.

RECOMMENDATION:

Annual Department Safety Award

Four departments are being recognized for the Annual Department Safety Award for sustaining zero claims in 2015.

Golf

Waste Water Treatment Plant

Fleet

Traffic

Most Improved Safety Record

Zoo: The department sustained three claims in 2015 versus seven in 2014.

Safety Recognition Program Awards: 4th Quarter Award

The Safety Committee received three nominations for the 4th quarter and Kelly Stevenson, Cemetery Director, is the recipient of that award. He will receive one personal day that can be used over the next 365 days. Kelly was nominated for his leadership on safety and demonstrating that with his employees by attending KMU safety meetings and conducting inspections on cemetery grounds and buildings.

2015 Annual Individual Safety Recognition Award

Matt Bribiesca, Journeyman Lineman, was selected as the overall recipient of the 2015 Safety Recognition Program. Matt will receive a check for \$175.

-
The Safety Committee wishes to thank you for your support of all City of Garden City Safety programs.

FISCAL NOTE:

The 2015 Annual Individual Safety Recognition Award in the amount of \$175 will be provided from the Safety Supply Fund.



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Celyn N. Hurtado, City Clerk
DATE: March 15, 2016
RE: Works 2016 Conference - Request to Serve Alcohol at Finnup Center

ISSUE:

The Governing Body is asked to consider and allow Kansas Organization of Recyclers and Kansas Department of Health and Environment Bureau of Waste Management to serve beer and other cereal malt beverages for consumption at the Finnup Center on April 6, 2016 from 6:00 p.m. - 8:00 p.m.

BACKGROUND:

From April 4-7, 2016 the Kansas Organization of Recyclers and Kansas Department of Health and Environment Bureau of Waste Management will host our annual Works! Conference in Garden City. This event is in its 23rd year. It is the statewide conference for recycling and waste reduction. This event attracts nearly 200 people from across Kansas and the region. More information can be found at www.kskor.org.

As part of this event, we highlight the city we are in and hold an off-site event to showcase a location and get attendees out of the hotel. This year we will hold a dinner and event at the Lee Richardson Zoo on Wednesday, April 6 from 6 to 8 p.m.

ALTERNATIVE:

1. Approve and allow Kansas Organization of Recyclers and Kansas Department of Health and Environment Bureau of Waste Management to serve beer and other cereal malt beverages for consumption at the Finnup Center on April 6, 2016 from 6:00 p.m. - 8:00 p.m.
2. Deny the request.

RECOMMENDATION:

Staff recommends Alternative 1.

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
Request from KOR - alcohol at Zoo	3/14/2016	Backup Material



March 14, 2016

To: The Garden City Commission
Regarding: Alcohol at Lee Richardson Zoo

From April 4-7, the Kansas Organization of Recyclers and Kansas Department of Health and Environment Bureau of Waste Management will host our annual Works! Conference in Garden City. This event is in its 23rd year. It is the statewide conference for recycling and waste reduction. This event attracts nearly 200 people from across Kansas and the region. More information can be found at www.kskor.org

As part of this event, we highlight the city we are in and hold an off-site event to showcase a location and get attendees out of the hotel. This year we will hold a dinner and event at the Lee Richardson Zoo on Wednesday, April 6 from 6 to 8 p.m.

We would like permission to serve beer and wine at this event (no spirits). These will not be sold, they will be free items provided with dinner and as part of the reception.

One of my roles in life is providing state sanctioned alcohol server training programs to retailers, bars and restaurants across Kansas. Our organizations, and myself personally, take responsible service seriously and are well versed in the liquor laws of Kansas.

We would appreciate approval for the ability to provide wine and beer at the event on April 6 at the Lee Richardson Zoo.

Thank you for your consideration of this matter, and I am happy to answer any questions you might have.

Spencer Duncan
Executive Director

212 SW 8TH AVENUE
SUITE 202
TOPEKA, KS 66603

KSKOR@KSKOR.ORG
785-233-3771
FAX: 785-233-5659

Report of the City Manager



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Michael D. Utz, Chief of Police
DATE: March 15, 2016
RE: 2015 Local Forfeiture Case Summary

ISSUE:

Presentation of the annual report from the Garden City Police Department stating the local forfeiture income and expenditures.

BACKGROUND:

A requirement of KSA 60-4117 (d)(2) is an annual report from the Garden City Police Department to the Governing Body stating the local forfeiture income and expenditures.

ALTERNATIVE:

None.

RECOMMENDATION:

None.

FISCAL NOTE:

See attached for breakdown of distributions and expenditures.

ATTACHMENTS:

Description	Upload Date	Type
2015 Local Forfeiture Breakdown	3/4/2016	Backup Material



MEMORANDUM

TO: City of Garden City Board of Commissioners
FROM: Michael D. Utz
DATE: March 4, 2016
SUBJECT: 2015 Local Forfeiture Case Summary

MICHAEL D. UTZ
CHIEF OF POLICE

MARIA CARRASCO
ADMINISTRATIVE ASSISTANT

RANDY RALSTON
OFFICE OF PROFESSIONAL
STANDARDS CAPTAIN

MICHAEL REAGLE
INVESTIGATIONS/COMMUNITY
RESPONSE DIVISION CAPTAIN

COURTNEY PREWITT
PATROL CAPTAIN

KATHY FAIRCHILD
SUPPORT SERVICES DIRECTOR

EMILY BURNS
BUDGET ANALYST

GARDEN CITY POLICE
DEPARTMENT
304 N. 9TH ST.
P.O. BOX 998
GARDEN CITY, KS
67846-0998
620.276.1300
FAX 620.276.1350
www.gcpolice.org

In compliance with the annual reporting requirements outlined in KSA 60-4117(d)(2), below is a summary of the 2015 Local Forfeiture income and expenditures:

Total 2015 Local Forfeiture income was distributed as follows per the Finney County District Court Order of Forfeiture/Dispersal:

Garden City Police Department:	\$28,655.48
Finney County Sheriff's Office (JTF):	\$6,865.49
Finney County Clerk of the District Court:	\$3,857.00
Finney County Attorney's Office:	\$6,733.55
Finney County Treasurer (Publication Fees):	\$1,320.98
TOTAL 2015 FORFEITURE INCOME:	\$47,432.50

Total 2015 Local Forfeiture expenditures are as follows:

Canine Travel, Training and Care:	\$3,382.77
Undercover Vehicle Purchase (F150):	\$10,081.20
Undercover Vehicle Repair/Equip:	\$5,732.87
Investigations Training:	\$1,839.39
TOTAL 2015 EXPENDITURES:	\$21,036.23

Current pending Local Forfeiture cash & vehicles:

Forfeiture Currency Currently in Evidence:	\$888.00
Four (4) Vehicles Pending Auction*:	12,337.00

**Value of vehicles obtained from Kelley Blue Book and estimated total could vary greatly depending on actual condition and auction selling price.*

Michael D. Utz
Chief of Police



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Steve Cottrell, Assistant to the City Manager
DATE: March 15, 2016
RE: Southwest Chief Route Improvement TIGER Grant Update

ISSUE:

Presentation by Assistant to the City Manager Cottrell of an update on the Southwest Chief Route Improvement TIGER grant project.

BACKGROUND:

Work on the project began on October 19, 2015. Work completed in 2015 included 9.652 track miles of rail relay, 7 siding turnouts, and 4 grade crossings from Holcomb to about 5 miles west of Deerfield (between MP 409.300 and MP 421.244). Seven siding turnouts in this segment and two road crossings west of the relay area were completed. The 2015 work is about 20% of the project. BNSF had two rail gangs working on the project.

Work resumed February 26th, working from west to east. Work to be completed this year is from Pierceville to Holcomb, Syracuse to the Colorado boarder and a small segment near Las Animas CO.

BNSF again has two rail gangs working on the project, with an estimated completion by mid-June. The ¼ mile long welded rail for the 2016 work started arriving in January; the rail was manufactured in Pueblo CO. All of the concrete crossing pads and the turnouts were delivered last fall.

We have received two billings from BNSF to date for a total of \$11,178,744, which is 51.35% of the total grant. The first billing, \$5,753,765, in January covered the all the labor costs for the 2015 work, the 2015 rail and all of the crossing pads and turnouts. The second billing, \$5,424,979, was submitted in late February, and is for the remainder of the rail and materials.

The City currently has the total \$3,300,000.00 local match from the coalition members and KDOT. BNSF deducts their share, and the AMTRAK share from the invoices as the work progresses. We submit electronic reimbursement requests to the FRA.

As a side note, I am sitting in on the City of La Junta's TIGER VII coordination conference calls and have met with the La Junta City Manager and Engineering Director.

ALTERNATIVE:

None

RECOMMENDATION:

None

FISCAL NOTE:

None

ATTACHMENTS:

Description

TIGER Update pictures

Upload Date

3/7/2016

Type

Backup Material



Concrete Crossing Pads – Garden City yard



Turnout assembly – Garden City yard



¼ mile rail delivery – Garden City yard



¼ mile long rail staged for installation – Farmland Road crossing looking east



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Melinda Hitz, Finance Director
DATE: March 15, 2016
RE: Celyn Hurtado - Certified Municipal Clerk (CMC)

ISSUE:

Congratulations to City Clerk Celyn Hurtado on fulfilling all the requirements for the Certified Municipal Clerk (CMC) Program of the International Institute of Municipal Clerks (IIMC) and earning her CMC designation.

BACKGROUND:

The Certified Municipal Clerk program is designed to enhance the job performance of the Clerk in small and large municipalities. To earn the CMC designation, a Municipal Clerk must attend extensive education programs. The CMC designation also requires pertinent experience in a municipality. The CMC program prepares the applicants to meet the challenges of the complex role of the Municipal Clerk by providing them with quality education in partnership with institutions of higher learning, as well as State / Provincial / National Associations. The CMC program has been assisting clerks to excel since 1970.

ALTERNATIVE:

None.

RECOMMENDATION:

None. This item is for information only.

FISCAL NOTE:

None.

Celyn Hurtado

From: Ashley DiBlasi <ashley@iimc.com>
Sent: Monday, March 14, 2016 12:01 PM
To: Celyn Hurtado
Subject: Congratulations on your CMC Designation



International Institute of Municipal Clerks

Professionalism in Local Government

03/14/2016

Dear Celyn Hurtado, CMC:

Congratulations! It is my pleasure to inform you that you have fulfilled all the requirements of the Certified Municipal Clerk (CMC) Program of the International Institute of Municipal Clerks (IIMC) and have earned your CMC designation. Your certificate and your pin will be shipped to you today.

The CMC is more than a pin, a certificate and three letters at the end of your name. It is a declaration that you are proficient in your important position and that you have demonstrated mastery of administrative skills critical to good government.

Please know that you also have the option of enrolling in the MMC program to become a Master Municipal Clerk (MMC). If you decide to do so, please review the [MMC information](#) available on the IIMC website.

I extend my warmest congratulations to you and wish you all the best in your professional endeavors.

Please take a moment to share your certification journey with IIMC by filling out the [Certification Questionnaire](#) for possible publication in an upcoming edition of the IIMC News Digest.

Ashley DiBlasi
Certification Manager
IIMC Education Department

Staff Reports



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Rachelle Powell, Director of Aviation
DATE: March 15, 2016
RE: Presentation of the February staff report from Garden City Regional Airport.

ISSUE:

Presentation of the February 2016 staff report from the Garden City Regional Airport.

BACKGROUND:

Attached in the Garden City Regional Airport staff report for February 2016.

ALTERNATIVE:

None.

RECOMMENDATION:

None.

FISCAL NOTE:

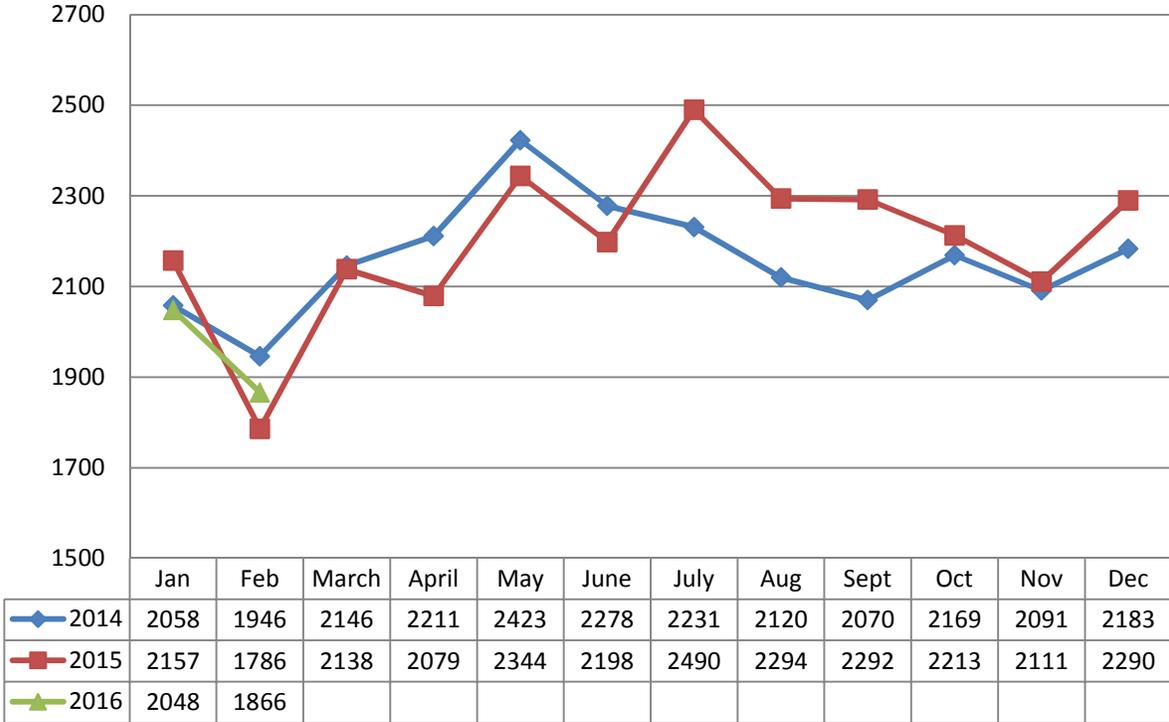
None.

ATTACHMENTS:

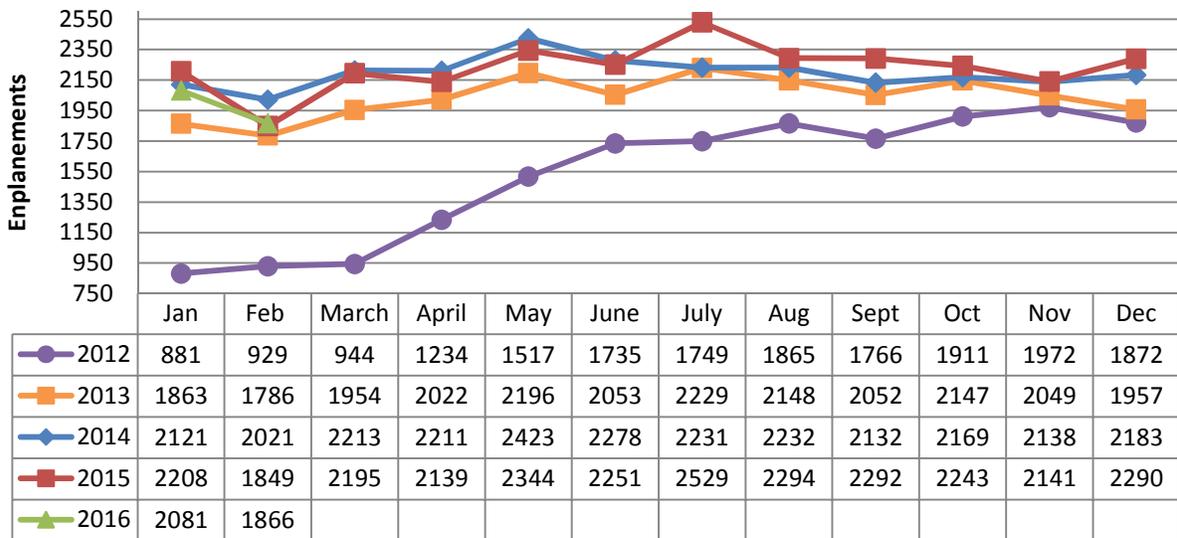
Description	Upload Date	Type
Airport February Staff Report	3/7/2016	Cover Memo

**GARDEN CITY REGIONAL AIRPORT
MONTHLY REPORTS**

Airline Enplanement Comparison



Airline and Charter Enplanement Data



	2012	2013	2014	2015	2016
TOTAL	18,375	24,456	26,428	26,775	3,947



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Cemetery Department
DATE: March 15, 2016
RE: Cemetery Department February 2016 Monthly Reports

ISSUE:

Presentation of the February 2016 staff report from Cemetery Department.

BACKGROUND:

Attached is the Cemetery Department staff report for February, 2016.

ATTACHMENTS:

Description	Upload Date	Type
Cemetery Department February 2016 Monthly Reports	3/4/2016	Cover Memo
Cemetery Department February 2016 Comparison Report	3/4/2016	Cover Memo

City Manager / Cemetery Report

FEBRUARY 2016

Cemetery	# of Burials	# of Spaces Sold	# of Spaces Reserved	Revenue Generated			
				Spaces Sold	Spaces Resvd	Opening/Closing of Graves	Other Fees VVC/SMG
VVC	10	1	1	\$ 450.00	\$ 650.00	\$ 3,225.00	\$ 1,375.00
SMG	3	1	0	\$ 450.00	\$ -	\$ 1,250.00	

Total Revenue	\$ 7,400.00
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Spaces Sold: Revenue collected from spaces purchased at time of need or pre-need

Spaces Reserved: Payments collected from reserved spaces

OTHER FEES: Monument Layouts
 Weekend/Holiday Service Fees
 Tree Removal
 Chair Rental
 Administrative Fees
 Monument Setting Fees

Cemetery Department
2009 - 2015 Revenue Generated

	2009	2010	2011	2012	2013	2014	2015	2016
January	\$ 9,365.00	\$ 5,750.00	\$ 8,845.00	\$ 10,590.00	\$ 16,900.00	\$ 11,655.00	\$ 11,535.00	\$ 13,450.00
February	\$ 7,025.00	\$ 9,850.00	\$ 10,375.00	\$ 10,825.00	\$ 5,675.00	\$ 4,790.00	\$ 10,025.00	\$ 7,400.00
March	\$ 6,405.00	\$ 13,810.00	\$ 5,447.00	\$ 7,180.00	\$ 6,335.00	\$ 6,975.00	\$ 5,560.00	
April	\$ 5,145.00	\$ 8,110.00	\$ 7,132.00	\$ 16,800.00	\$ 10,300.00	\$ 10,820.00	\$ 8,325.00	
May	\$ 13,665.00	\$ 9,360.00	\$ 7,500.00	\$ 12,190.00	\$ 16,195.00	\$ 17,330.00	\$ 15,785.00	
June	\$ 6,550.00	\$ 5,575.00	\$ 13,850.00	\$ 7,275.00	\$ 8,000.00	\$ 12,130.00	\$ 12,775.00	
July	\$ 9,570.00	\$ 7,425.00	\$ 13,850.00	\$ 8,895.00	\$ 18,070.00	\$ 10,500.00	\$ 6,200.00	
August	\$ 11,750.00	\$ 12,865.00	\$ 8,500.00	\$ 9,935.00	\$ 7,600.00	\$ 6,375.00	\$ 10,375.00	
September	\$ 9,775.00	\$ 9,575.00	\$ 12,450.00	\$ 13,075.00	\$ 7,170.00	\$ 16,285.00	\$ 10,125.00	
October	\$ 9,575.00	\$ 12,675.00	\$ 7,050.00	\$ 8,575.00	\$ 10,685.00	\$ 8,460.00	\$ 5,600.00	
November	\$ 5,970.00	\$ 12,175.00	\$ 10,275.00	\$ 11,005.00	\$ 8,290.00	\$ 10,125.00	\$ 8,335.00	
December	\$ 7,615.00	\$ 8,175.00	\$ 6,225.00	\$ 10,100.00	\$ 4,375.00	\$ 5,925.00	\$ 11,950.00	
TOTAL	\$ 102,410.00	\$ 115,345.00	\$ 111,499.00	\$ 126,445.00	\$ 119,595.00	\$ 121,370.00	\$ 116,590.00	\$ 20,850.00



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Sam Curran, Public Works Director
DATE: March 15, 2016
RE: City Link Ridership Monthly Comparison Report - February 2016

ISSUE:

Presentation of the February 2016 City Link Ridership Report from Public Works.

BACKGROUND:

Attached is the Public Works Ridership Report for February 2016.

ALTERNATIVE:

None.

RECOMMENDATION:

None.

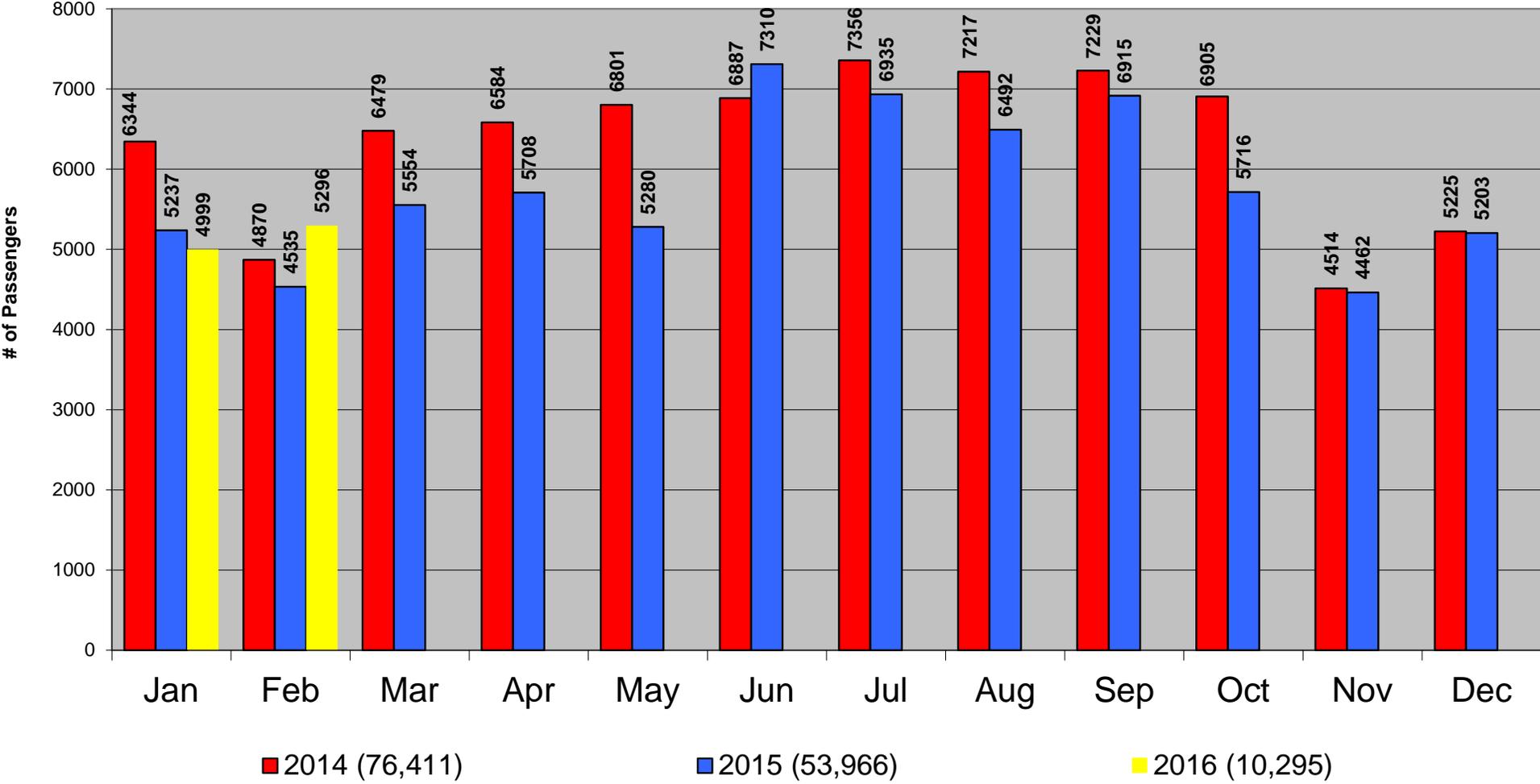
FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
City Link Ridership Report - February 2016	3/8/2016	Cover Memo

City Link Ridership Yearly Comparison





MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Service and Finance
DATE: March 15, 2016
RE: Monthly Financial Report - February 2016

ISSUE:

Presentation of the February 2016 Financial Report from Service and Finance.

BACKGROUND:

Attached is the Service and Finance Monthly Financial Report for February 2016.

ALTERNATIVE:

None.

RECOMMENDATION:

None.

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
Monthly Financial Report - February 2016	3/7/2016	Cover Memo



City of Garden City
Monthly Financial Report FY 2016
For the Two Months Ended February 29, 2016
 Unaudited--Intended for Management Purposes Only

The following is a summary of the City's financial results for the General Funds and Utility Funds. The subsequent pages provide some narrative, comparison cash balances, line item analysis, and graphic display of revenue trends for the City's General and Utility Funds. This report is intended to assist the City Commission and the City's Administrative team in managing the operational budget. This information is summarized from unaudited financial statements for the monthly period that ended February 29, 2016.

GENERAL FUND AT A GLANCE

Category	Revised 2016 Budget	2016 YTD Actual	2015 YTD Actual
Revenues	21,959,250	5,673,616	5,129,355
Expenditures	23,722,530	4,676,403	4,148,580
Revenues Over(Under)	(1,763,280)	997,213	980,775

UTILITY FUND REVENUES AT A GLANCE

Category	Revised 2016 Budget	2016 YTD Actual	2015 YTD Actual
Electric	33,029,813	4,787,229	4,608,550
Solid Waste	3,531,250	636,767	552,628
Drainage Utility	207,750	34,301	32,147
Water and Sewage	8,140,250	999,434	939,733
TOTAL	44,909,063	6,457,731	6,133,058

SELECTED GENERAL FUND REVENUES AT A GLANCE

Category	Revised 2016 Budget	2016 YTD Actual	2015 YTD Actual
City Sales Tax	6,200,000	1,172,984	1,160,595
County Sales Tax	3,654,500	665,568	663,495
Franchise Tax			
Gas Utility	460,000	93,724	112,781
Telephone	58,000	10,461	9,754
CATV	232,000	58,372	0
Building Permits	228,692	149,674	55,542
Municipal Court Fines	925,000	148,383	137,825



**City of Garden City
 Monthly Financial Report FY 2016
 For the Two Months Ended
 February 29, 2016**

General Fund

General Fund Revenues collected through February were \$5,673,616. The February revenues represent 25.84% of the total revenues expected in the General Fund. Property tax distribution was 58.51% for the first of five payments in 2016.

General Fund Expenses are at 19.67% of the total expenditures expected in the General Fund.

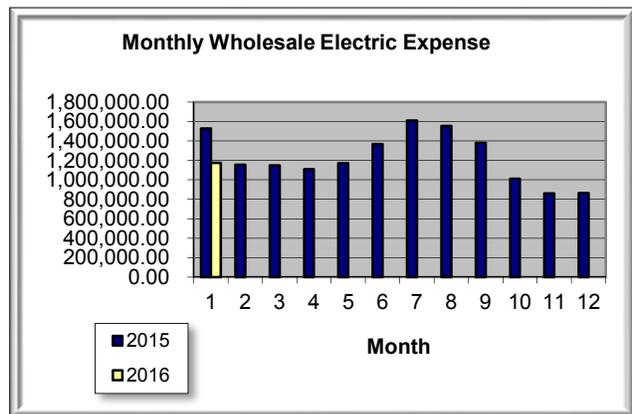
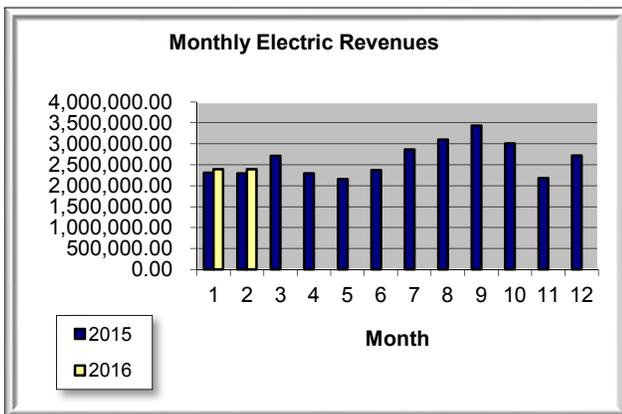
Selected Revenues

- City Sales Tax—Ahead by \$12,389 compared to February 2015 year to date collections, 1.07% ahead of 2015 for the two months ended.
- County Sales Tax— Collections for the two months ended are ahead of 2015 by \$2,073 or .31%.
- Franchise Tax—Budget estimates for 2016 remain approximately the same as 2015.
- Building Permits—Budget estimates for 2016 are based on 2015 revenues. Receipts are higher than this period in 2015.
- Municipal Court Fines—Budget estimates were based on 2015 actual and collections through February were ahead of 2015.

Utility Funds

A summary of Utility Fund revenue performance is outlined below:

- Electric revenues – revised budget at \$33,029,813 for 2016 were \$4,787,229 through two months or 14.49% of budget.

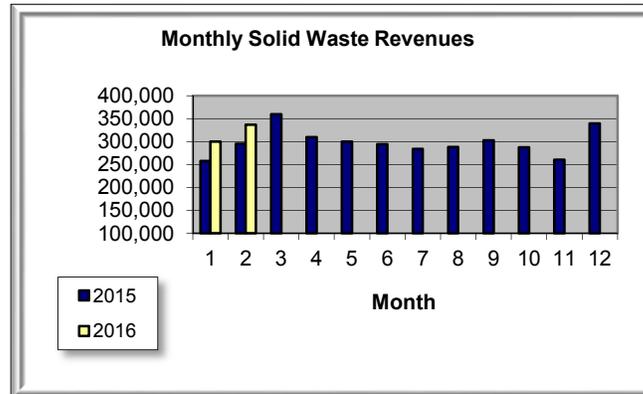


A main expense is Wholesale Electric in the Utility Fund. The 2016 revised budget for wholesale electric is \$17,697,000. The wholesale electric expense for February was not available at this printing.

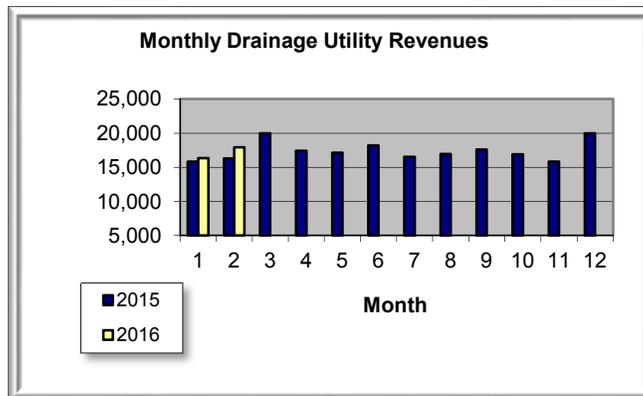


**City of Garden City
Monthly Financial Report FY 2016
For the Two Months Ended
February 29, 2016**

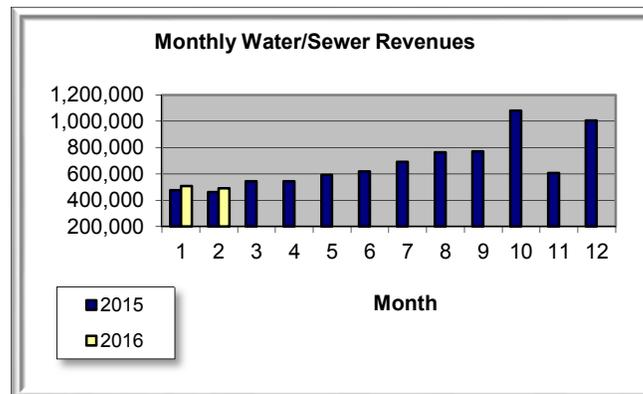
■Solid Waste revenues – revised budget at \$3,531,250 for 2016 were \$636,767 through two months or 18.03% of budget.



■Drainage Utility revenues – revised budget at \$207,750 for 2016 were \$34,301 through two months or 16.51%.



■Water and Sewage revenues - revised budget at \$8,140,250 for 2016 were \$999,434 through two months or 12.28% of budget.





CITY OF GARDEN CITY, KANSAS
 Comparison of Cash Balances with Encumbrances and Composition of Cash
 For the Two Months Ended February 29, 2016

Fund	Unencumbered Cash Balance 1/1/2016	Receipts and Transfers	Expenditures and Transfers	Unencumbered Cash Balance 2/29/2016	Add Payables and Encumbrances	Treasurer's Cash 2/29/2016
<u>Operating</u>						
1 General	5,548,388.09	5,673,616.32	4,676,403.14	6,545,601.27	0.00	6,545,601.27
<u>Debt Service Fund</u>						
40 Bond and Interest	568,195.17	1,069,086.26	0.00	1,637,281.43	0.00	1,637,281.43
<u>Special Revenue Funds</u>						
4 TIF	704,354.92	789,363.05	180,725.44	1,312,992.53	0.00	1,312,992.53
5 Capital Improvement	1,085,118.66	3,463.81	23,443.05	1,065,139.42	15,387.62	1,080,527.04
6 Community Development Loan	16,816.55	480.55	0.00	17,297.10	0.00	17,297.10
7 Cemetery Endowment	34,782.01	1,086.54	14,000.00	21,868.55	0.00	21,868.55
8 Community Trust	1,495,344.12	369.93	0.00	1,495,714.05	0.00	1,495,714.05
10 DEA Forfeiture	36,448.64	2,134.31	0.00	38,582.95	0.00	38,582.95
11 Drug Enforcement	83,804.91	6,912.71	0.00	90,717.62	0.00	90,717.62
15 Enhanced Wireless 911	384,213.80	33,479.62	3,981.32	413,712.10	0.00	413,712.10
18 Finnup Trust	124,583.05	0.00	2,298.05	122,285.00	0.00	122,285.00
19 JAG Grant	11,942.00	0.00	0.00	11,942.00	0.00	11,942.00
25 Recreation	0.00	551,770.53	551,770.53	0.00	0.00	0.00
26 Special Improvements	84,458.93	118.56	0.00	84,577.49	0.00	84,577.49
27 Special Liability	85,220.06	0.00	-5,405.99	90,626.05	0.00	90,626.05
29 Special Alcohol Programs	77,017.98	0.00	0.00	77,017.98	0.00	77,017.98
30 Special Recreation and Parks	76,750.99	1,936.04	269.98	78,417.05	0.00	78,417.05
32 Special Trafficway	1,033,976.11	177,565.81	36,303.48	1,175,238.44	0.00	1,175,238.44
50 Community Development Grant	0.00	0.00	0.00	0.00	0.00	0.00
52 Economic Development	410,098.24	5,722.99	100,517.87	315,303.36	0.00	315,303.36
53 Project Development	641,116.42	332.52	57,072.34	584,376.60	0.00	584,376.60
Total Special Revenue	<u>6,386,047.39</u>	<u>1,574,736.97</u>	<u>964,976.07</u>	<u>6,995,808.29</u>	<u>15,387.62</u>	<u>7,011,195.91</u>
<u>Capital Projects Funds</u>						
41 2013-GO Bond Projects	179,119.48	0.00	0.00	179,119.48	0.00	179,119.48
42 2014-GO Bond Projects	1,086,094.10	0.00	321,021.50	765,072.60	0.00	765,072.60
43 2015-GO Bond Projects	494,734.00	0.00	0.00	494,734.00	0.00	494,734.00
44 2015-Temp Notes	18,267.16	0.00	53,708.30	-35,441.14	0.00	-35,441.14
48 Tiger Grant	3,300,000.00	3,295,756.51	4,168,027.28	2,427,729.23	0.00	2,427,729.23
49 2013-Temp Notes Schulman Cross	352,434.91	0.00	12,150.00	340,284.91	0.00	340,284.91
Total Capital Projects	<u>5,430,649.65</u>	<u>3,295,756.51</u>	<u>4,554,907.08</u>	<u>4,171,499.08</u>	<u>0.00</u>	<u>4,171,499.08</u>
<u>Enterprise Funds</u>						
Electric Utility:						
67 Capital Reserve	1,500,000.00	62,500.00	0.00	1,562,500.00	0.00	1,562,500.00
68 General	7,653,808.21	4,787,228.76	3,073,241.26	9,367,795.71	376,901.06	9,744,696.77
69 Security Deposits	503,559.73	44,285.00	11,662.08	536,182.65	0.00	536,182.65
Total Electric Utility	<u>9,657,367.94</u>	<u>4,894,013.76</u>	<u>3,084,903.34</u>	<u>11,466,478.36</u>	<u>376,901.06</u>	<u>11,843,379.42</u>
Water and Sewer Utility:						
80 General	2,807,779.52	999,434.44	903,458.73	2,903,755.23	0.00	2,903,755.23
81 Wastewater Repair and Replacem	250,032.77	21,401.84	0.00	271,434.61	0.00	271,434.61
82 Water and Sewage Maintenance F	448,871.10	26,543.23	0.00	475,414.33	0.00	475,414.33
Total Water and Sewer Utility	<u>3,506,683.39</u>	<u>1,047,379.51</u>	<u>903,458.73</u>	<u>3,650,604.17</u>	<u>0.00</u>	<u>3,650,604.17</u>
Airport:						
60 General	1,159,222.06	750,353.99	151,280.97	1,758,295.08	0.00	1,758,295.08
61 Airport Improvement	37,594.19	381,988.30	415,460.38	4,122.11	0.00	4,122.11
Total Airport	<u>1,196,816.25</u>	<u>1,132,342.29</u>	<u>566,741.35</u>	<u>1,762,417.19</u>	<u>0.00</u>	<u>1,762,417.19</u>
Solid Waste Utility:						
75 General	1,665,289.95	636,767.38	441,478.61	1,860,578.72	0.00	1,860,578.72
Recreation Area:						
70 General Golf Course	2,848.99	247,544.74	158,730.48	91,663.25	0.00	91,663.25
71 Golf Course Building	13,415.98	-138.50	0.00	13,277.48	0.00	13,277.48
Total Recreation Area	<u>16,264.97</u>	<u>247,406.24</u>	<u>158,730.48</u>	<u>104,940.73</u>	<u>0.00</u>	<u>104,940.73</u>
Drainage Utility:						
79 General	445,610.85	34,300.62	15,102.38	464,809.09	0.00	464,809.09
<u>Internal Service Funds</u>						
55 Health Insurance	560,884.79	554,578.82	867,559.29	247,904.32	0.00	247,904.32
56 Health Insurance Reserve	1,355,488.91	0.00	0.00	1,355,488.91	0.00	1,355,488.91
35 Workers Compensation	431,503.24	366,120.00	259,631.00	537,992.24	0.00	537,992.24
36 Workers Compensation Reserve	455,633.99	0.00	2,083.74	453,550.25	0.00	453,550.25
Total Internal Service	<u>2,803,510.93</u>	<u>920,698.82</u>	<u>1,129,274.03</u>	<u>2,594,935.72</u>	<u>0.00</u>	<u>2,594,935.72</u>
Total All Funds	<u>37,224,824.58</u>	<u>20,526,104.68</u>	<u>16,495,975.21</u>	<u>41,254,954.05</u>	<u>392,288.68</u>	<u>41,647,242.73</u>



City of Garden City
 Statement of Revenues and Expenditures-General Fund Revenues
 From 2/1/2016 Through 2/29/2016

001 - GENERAL FUND

		Curr Month Collections	YTD Collections	Revised Budget	Uncollected Balance
Income					
3022	CONNECTING LINKS	0.00	18,834.55	75,000.00	(56,165.45)
3023	CONSUMER USE TAX	100,364.16	209,878.44	860,000.00	(650,121.56)
3028	LIQUOR CONSUMPTION TAX	0.00	0.00	90,000.00	(90,000.00)
3035	STATE REVENUE STAMP	(25.00)	(25.00)	0.00	(25.00)
3040	AD VALOREM TAX	0.00	2,047,964.78	3,397,180.00	(1,349,215.22)
3041	AD VALOREM BACK TAX	0.00	21,746.51	140,000.00	(118,253.49)
3044	CITY SALES TAX	629,835.68	1,172,983.64	6,200,000.00	(5,027,016.36)
3046	COUNTY SALES TAX	358,531.28	665,568.30	3,654,500.00	(2,988,931.70)
3055	MOTOR VEHICLE TAX	0.00	101,670.93	409,258.00	(307,587.07)
3056	RECREATIONAL VEHICLE TAX	0.00	1,647.01	3,144.00	(1,496.99)
3057	HEAVY DUTY VEHICLE TAX	0.00	1,708.85	1,726.00	(17.15)
3058	COMMERCIAL VEHICLE TAX	0.00	4,272.17	0.00	4,272.17
3065	CATV FRANCHISE	58,371.94	58,371.94	232,000.00	(173,628.06)
3066	GAS UTILITY FRANCHISE	0.00	93,723.56	460,000.00	(366,276.44)
3067	TELEPHONE FRANCHISE	5,060.72	10,233.69	58,000.00	(47,766.31)
3068	TELECOM FRANCHISE	227.15	227.15	0.00	227.15
3115	CEMETERY SPACES	2,250.00	8,050.00	50,000.00	(41,950.00)
3150	IDENTIFIED LONG/SHORT	(375.35)	(580.93)	0.00	(580.93)
3151	UNIDENTIFIED LONG/SHORT	0.00	10.00	0.00	10.00
3301.01	ANIMAL BOARDING	999.68	1,762.14	15,000.00	(13,237.86)
3301.02	CAR STORAGE & TOWING	460.00	2,332.00	20,000.00	(17,668.00)
3301.05	FEES-FALSE ALARM	0.00	1,300.00	3,000.00	(1,700.00)
3301.07	FEES-GATE RECEIPTS	480.00	1,000.00	23,000.00	(22,000.00)
3301.08	FEES-GRAVE OPENINGS	4,875.00	9,725.00	65,000.00	(55,275.00)
3301.09	FEES-MONUMENT SETTING	150.00	175.00	3,000.00	(2,825.00)
3301.10	FEES-PLAT FILING	5.00	173.00	2,000.00	(1,827.00)
3301.11	FEES-REZONING	0.00	0.00	2,500.00	(2,500.00)
3301.12	FEES-RURAL FIRE CONTRACTS	0.00	0.00	190,000.00	(190,000.00)
3301.13	FEES-WAIVER FILING	0.00	0.00	3,000.00	(3,000.00)
3301.16	FINES-MUNICIPAL COURT	90,752.47	147,920.10	925,000.00	(777,079.90)
3301.17	FEES-STATE JUDGE	192.63	341.72	2,000.00	(1,658.28)
3301.18	FEES-STATE LAW ENFORCEMENT	4,200.65	7,924.16	50,000.00	(42,075.84)
3301.19	FEES-REINSTATEMENT	626.00	626.00	10,250.00	(9,624.00)
3301.20	FEES-RESTITUTION	136.32	3,518.95	0.00	3,518.95
3301.21	LEGAL COPIES	172.25	507.75	2,500.00	(1,992.25)
3301.22	PROBATION SCREENING	0.00	0.00	250.00	(250.00)
3301.23	FEES-CRIME STOPPER INFRACTION	1,254.60	2,519.96	10,000.00	(7,480.04)
3301.24	FEES-CRIME STOPPER MAJOR	82.06	541.60	500.00	41.60
3301.25	FEES-FAMILY CRISIS	362.92	462.92	0.00	462.92
3350.01	LICENSE-AMUSEMENT	0.00	200.00	1,000.00	(800.00)
3350.02	LICENSE-ARBORIST	0.00	0.00	500.00	(500.00)
3350.03	LICENSE-CEREAL MALT BEVERAGE	0.00	0.00	2,500.00	(2,500.00)
3350.04	LICENSE-CONTRACTOR	1,300.00	3,500.00	30,000.00	(26,500.00)
3350.05	ZONING COMPLIANCE	50.00	75.00	0.00	75.00
3350.06	LICENSE-ELECTRICIAN	620.00	1,580.00	6,000.00	(4,420.00)
3350.08	LICENSE-ITINERANT MERCHANT	0.00	0.00	8,000.00	(8,000.00)
3350.09	LICENSE-LIQUOR	0.00	1,000.00	4,500.00	(3,500.00)
3350.10	LICENSE-MECHANICAL	0.00	1,180.00	4,000.00	(2,820.00)
3350.12	LICENSE-PAWN SHOP	0.00	50.00	100.00	(50.00)
3350.13	LICENSE-PLUMBER	140.00	1,160.00	3,000.00	(1,840.00)



City of Garden City
Statement of Revenues and Expenditures-General Fund Revenues
From 2/1/2016 Through 2/29/2016

3350.15	LICENSE-TAXI	45.00	45.00	100.00	(55.00)
3350.16	TAGS-DOG & CAT	421.07	705.99	2,250.00	(1,544.01)
3400.01	PERMITS-BUILDING	132,086.46	144,046.46	180,000.00	(35,953.54)
3400.02	PERMITS-CURB CUT	0.00	0.00	500.00	(500.00)
3400.03	PERMITS-ELECTRIC	142.00	519.00	8,000.00	(7,481.00)
3400.04	PERMITS-EXCAVATION	289.00	362.00	2,500.00	(2,138.00)
3400.05	PERMITS-GAS	58.00	180.00	4,042.00	(3,862.00)
3400.06	PERMITS-HOUSE MOVING	0.00	0.00	150.00	(150.00)
3400.08	PERMITS-MECHANICAL	466.00	793.00	12,000.00	(11,207.00)
3400.09	PERMITS-PLUMBING	2,025.75	3,168.75	14,000.00	(10,831.25)
3400.11	PERMITS-TV & SIGN	530.00	605.00	7,500.00	(6,895.00)
3435	INTEREST INCOME	4,630.17	4,667.31	42,000.00	(37,332.69)
3437	FINANCE CHARGE INCOME	(2,101.85)	214.30	30,000.00	(29,785.70)
3440.02	RENTAL-CITY FACILITIES	1,005.31	1,981.34	50,000.00	(48,018.66)
3440.03	RENTAL-DEPOT	100.00	200.00	1,200.00	(1,000.00)
3447	ROYALTIES-GAS WELLS	799.74	1,929.18	30,000.00	(28,070.82)
3450	SALE OF PROPERTY-AUCTION	0.00	0.00	18,000.00	(18,000.00)
3470.04	REIMBURSE-POLICE SERVICES	0.00	0.00	225,000.00	(225,000.00)
3470.07	UTILITY FUNDS REIMBURSEMENT	340,525.00	681,050.00	4,084,100.00	(3,403,050.00)
3470.08	REIMBURSE-COUNTY	185,000.00	185,000.00	185,000.00	0.00
3470.09	REIMBURSE-HOLCOMB	42,000.00	42,000.00	45,000.00	(3,000.00)
3600.01	MISCELLANEOUS-ADMINISTRATION	49.31	49.31	0.00	49.31
3600.02	MISCELLANEOUS-CEMETERY	125.00	200.00	0.00	200.00
3600.04	MISCELLANEOUS-INSPECTION	0.00	0.00	500.00	(500.00)
3600.07	MISCELLANEOUS-POLICE	0.00	38.79	0.00	38.79
	Total Income	<u>1,969,296.12</u>	<u>5,673,616.32</u>	<u>21,959,250.00</u>	<u>(16,285,633.68)</u>



City of Garden City
Statement of Revenues and Expenditures-General Fund Expenses
From 2/1/2016 Through 2/29/2016

001 - GENERAL FUND

		Curr Month			
		Expenses	YTD Expenses	Revised Budget	Budget Remaining
Expenses					
111	CITY COMMISSION	3,363.22	23,543.71	117,500.00	93,956.29
112	CITY MANAGER	58,786.81	171,359.73	705,000.00	533,640.27
113	SERVICE AND FINANCE	56,832.27	159,921.18	833,780.00	673,858.82
114	LEGAL SERVICES	16,856.67	16,856.67	142,000.00	125,143.33
115	MUNICIPAL COURT	46,675.72	86,349.17	541,750.00	455,400.83
116	HUMAN RESOURCES	10,481.46	34,602.14	181,500.00	146,897.86
117	INFORMATION TECH	34,900.83	71,209.08	576,500.00	505,290.92
118	CITY PROSECUTION	<u>20,737.05</u>	<u>54,051.09</u>	<u>274,500.00</u>	<u>220,448.91</u>
	Total Administration	248,634.03	617,892.77	3,372,530.00	2,754,637.23
121	POLICE-ADMINISTRATIVE	106,334.35	206,769.02	1,905,750.00	1,698,980.98
122	POLICE-INVESTIGATIONS	63,303.68	172,328.45	1,011,750.00	839,421.55
123	POLICE-PATROL	274,726.15	730,105.32	4,132,050.00	3,401,944.68
124	POLICE-SUPPORT SERVICES	87,164.56	252,804.79	1,502,250.00	1,249,445.21
125	POLICE-ANIMAL CONTROL	<u>24,013.31</u>	<u>50,098.17</u>	<u>256,850.00</u>	<u>206,751.83</u>
	Total Police	555,542.05	1,412,105.75	8,808,650.00	7,396,544.25
131	PUBLIC WORKS-PLANNING,COMM	79,252.43	200,388.53	1,119,850.00	919,461.47
133	PUBLIC WORKS-STREET MAINT	456,350.83	580,689.22	1,526,250.00	945,560.78
135	PUBLIC WORKS-PARKS	<u>75,035.17</u>	<u>184,603.83</u>	<u>1,004,250.00</u>	<u>819,646.17</u>
	Total Public Works	610,638.43	965,681.58	3,650,350.00	2,684,668.42
141	ZOO-ADMINISTRATIVE	34,669.33	85,567.48	469,700.00	384,132.52
142	ZOO-MAINTENANCE DIVISION	17,106.33	47,921.83	354,000.00	306,078.17
144	ZOO-ANIMAL DIVISION	<u>67,457.90</u>	<u>182,996.30</u>	<u>1,158,250.00</u>	<u>975,253.70</u>
	Total Zoo	119,233.56	316,485.61	1,981,950.00	1,665,464.39
151	FIRE-ADMINISTRATIVE	17,878.90	57,817.59	288,250.00	230,432.41
152	FIRE-OPERATIONS	192,099.93	555,744.26	2,835,250.00	2,279,505.74
153	FIRE-VOLUNTEERS	371.21	1,081.24	21,880.00	20,798.76
154	FIRE-ARFF STATION	<u>413.43</u>	<u>413.43</u>	<u>97,750.00</u>	<u>97,336.57</u>
	Total Fire	210,763.47	615,056.52	3,243,130.00	2,628,073.48
161	CEMETERY-OPERATIONS	29,808.89	86,175.02	622,900.00	536,724.98
171	CAPITAL IMPROVEMENT	30,205.89	338,005.89	1,768,020.00	1,430,014.11
181	EMPLOYEE BENEFITS	0.00	<u>325,000.00</u>	<u>325,000.00</u>	<u>0.00</u>
	Total Expenses	<u>1,804,826.32</u>	<u>4,676,403.14</u>	<u>23,772,530.00</u>	<u>19,096,126.86</u>



City of Garden City
 Statement of Revenues and Expenditures-Utility Fund Revenues
 From 2/1/2016 Through 2/29/2016

		Curr Month Collections	YTD Collections	Revised Budget	Uncollected Balance
Income					
068	ELECTRIC				
3101	COLLECTIONS-ELECTRIC	2,301,248.93	4,550,196.84	31,623,813.00	(27,073,616.16)
3110.01	COLLECTIONS-COIN BOX	(150.53)	(150.53)	250.00	(400.53)
3118	CONNECT FEES	6,865.00	10,580.00	98,000.00	(87,420.00)
3150	IDENTIFIED LONG/SHORT	(300.56)	(374.67)	0.00	(374.67)
3151	UNIDENTIFIED LONG/SHORT	38.44	(106.70)	0.00	(106.70)
3154	INSUFFICIENT FUNDS CHECKS	(128.55)	(1,140.31)	0.00	(1,140.31)
3155	RETURNED CHECK CHARGE	575.00	900.00	5,000.00	(4,100.00)
3185	PENALTIES	0.00	0.00	85,000.00	(85,000.00)
3201	REIMBURSE-DEVELOPER	0.00	5,816.00	55,000.00	(49,184.00)
3435	INTEREST INCOME	21.19	21.19	2,000.00	(1,978.81)
3492	SALES TAX	81,786.76	158,573.99	1,155,750.00	(997,176.01)
3600	MISCELLANEOUS	149.23	412.95	5,000.00	(4,587.05)
4010.05	TRANSFER-ELECTRIC UTILITY	0.00	62,500.00	0.00	62,500.00
	Total Electric	2,390,104.91	4,787,228.76	33,029,813.00	(28,242,584.24)
075	SOLID WASTE-GENERAL				
3111	COLLECTIONS-SOLID WASTE	307,966.26	583,292.73	3,400,000.00	(2,816,707.27)
3185	PENALTIES	23,967.43	44,334.44	80,000.00	(35,665.56)
3195	RECYCLING SALES	4,763.73	9,038.29	50,000.00	(40,961.71)
3435	INTEREST INCOME	101.92	101.92	1,250.00	(1,148.08)
	Total Solid Waste	336,799.34	636,767.38	3,531,250.00	(2,894,482.62)
079	DRAINAGE UTILITY				
3104.01	DRAINAGE FEE	17,940.05	34,300.62	207,500.00	(173,199.38)
3435	INTEREST INCOME	0.00	0.00	250.00	(250.00)
	Total Drainage Utility	17,940.05	34,300.62	207,750.00	(173,449.38)
080	WATER AND SEWAGE				
3102.01	COLLECTIONS-SEWER	212,773.40	408,752.63	2,700,000.00	(2,291,247.37)
3103	COLLECTIONS-WATER	251,814.21	508,063.29	4,550,000.00	(4,041,936.71)
3118	CONNECT FEES	1,110.00	2,140.00	18,000.00	(15,860.00)
3120	COUNTY SEWER FEES	4,268.56	19,236.48	112,000.00	(92,763.52)
3130	FIRE LEG FEES	0.00	13,545.00	15,500.00	(1,955.00)
3185	PENALTIES	0.00	8,587.74	110,000.00	(101,412.26)
3201	REIMBURSE-DEVELOPER	0.00	1,632.75	30,000.00	(28,367.25)
3225	SALE OF MATERIAL	0.00	0.00	15,000.00	(15,000.00)
3228	SEWER MAINTENANCE FEES	326.00	652.00	4,500.00	(3,848.00)
3229	SEWER TANK FEES	10,477.84	21,545.84	135,000.00	(113,454.16)
3257	WATER TANK SALES	1,227.00	750.00	55,000.00	(54,250.00)
3260	WATER TAP FEES	1,271.10	2,714.85	65,000.00	(62,285.15)
3494	TAX-WATER CONSUMPTION	2,625.16	5,429.59	65,000.00	(59,570.41)
3515	FUEL TAX REFUND	0.00	0.00	250.00	(250.00)
3600	MISCELLANEOUS	5,714.27	6,384.27	15,000.00	(8,615.73)
4010.20	TRANSFER-WTR SYS MAINT RESV	0.00	0.00	150,000.00	(150,000.00)
4010.21	TRANSFER-WASTEWTR R&R RESV	0.00	0.00	100,000.00	(100,000.00)
	Total Water and Sewer	491,607.54	999,434.44	8,140,250.00	(7,140,815.56)
	Total Income	3,236,451.84	6,457,731.20	44,909,063.00	(38,451,331.80)



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Kaleb Kentner, Neighborhood & Development Services Director
DATE: March 15, 2016
RE: Presentation of the February 2016 monthly building report from Neighborhood & Development Services.

ISSUE:

Presentation of the February 2016 monthly building report from Neighborhood & Development Services.

BACKGROUND:

Attached is the Neighborhood & Development Services building report for February 2016.

ALTERNATIVE:

None

RECOMMENDATION:

None

FISCAL NOTE:

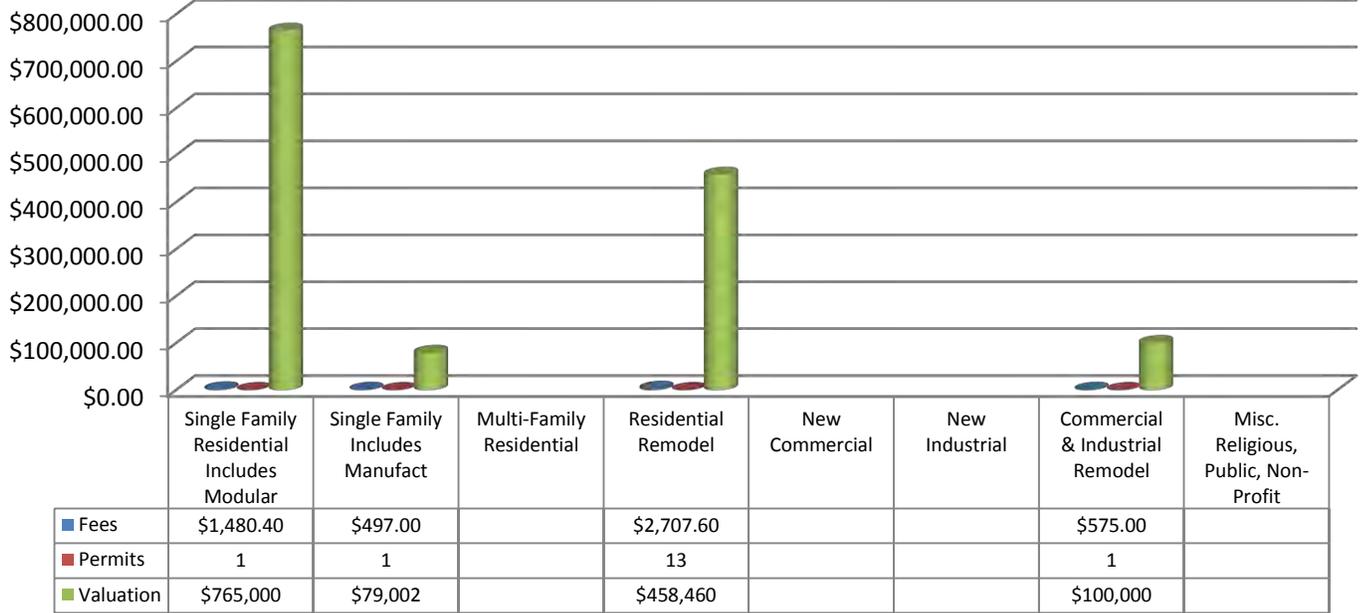
None

ATTACHMENTS:

Description	Upload Date	Type
Feb. 2016 Building report	3/14/2016	Backup Material

Planning & Community Development Building Report February 2016





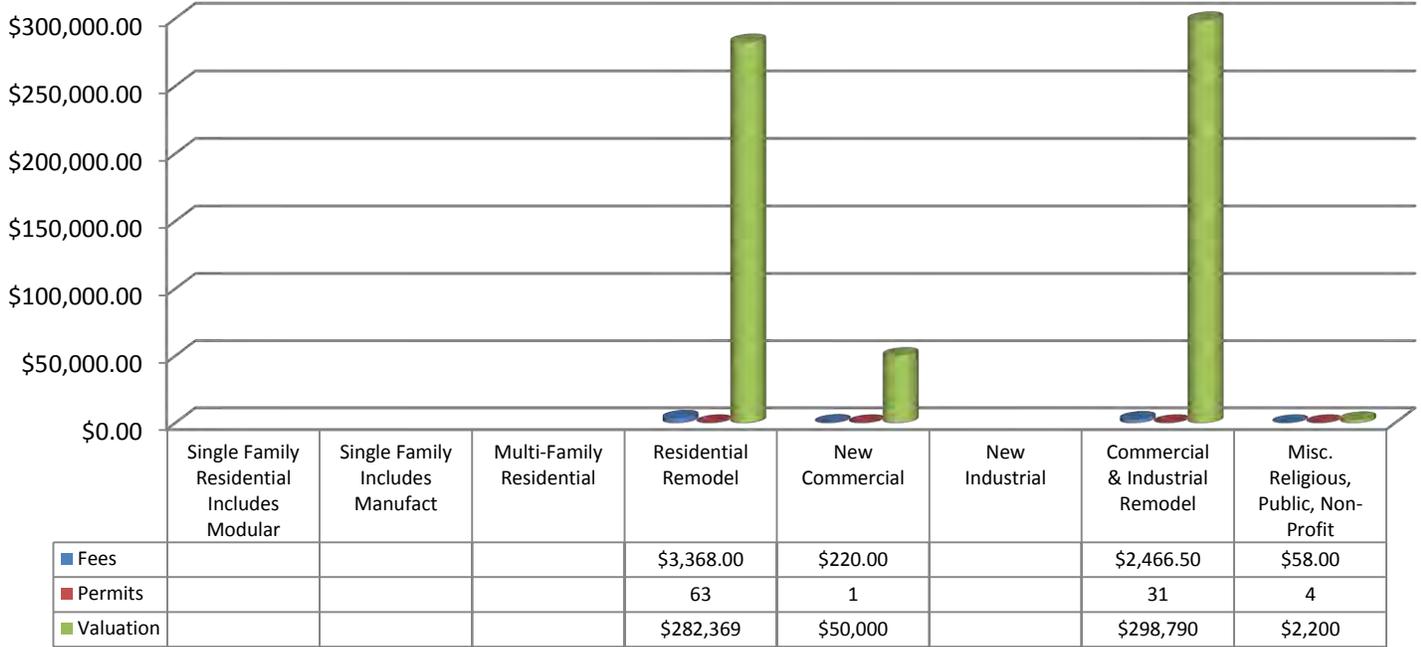
Council District	Permit type	address	Amount	value	purpose	structure	Project description
Finney County	BUILDING PERMIT	2005 West FULTON	575	100000	Building	Commercial/Industrial Remodel	REMODEL FRONT LOBBY
Finney County	BUILDING PERMIT	204 CHELSEY	265	32000	Building	Residential Remodel	NEW METAL BUILDING
Finney County	BUILDING PERMIT	108 DIAMOND HILL	1438.6	329000	Building	Residential Remodel	RE-MODEL PRIOR BUILDING PERMIT
Finney County	ELECTRICAL	3360 East RODKEY	42	250	Electrical	Residential Remodel	REWIRE HOUSE SERVICE FROM NEW 100 AMP SERVICE INSTALL BY WHEATLAND ELECTRIC
Finney County	PLUMBING	1327 KENSINGTON	42	910	Plumbing	Residential Remodel	INSTALL NEW 50 GALLON ELECTRIC WATER HEATER
Finney County	BUILDING PERMIT	1604 GRANDVIEW EAST	42	800	Building	Residential Remodel	CONCRETE SLAB AT ENTRENCE
Finney County	BUILDING PERMIT	235 INDUSTRIAL	42	200	Building	Residential Remodel	INSTALL HEATER
Finney County	BUILDING PERMIT	800 TOWNS	42	2500	Building	Residential Remodel	ARCHITECTURAL SHINGLES 24 SQ FT
Finney County	SIGN PERMIT	210 South FARMLAND	88	0	Monument Sign	Residential Remodel	ZERMENO RENTAL LLC
Finney County	BUILDING PERMIT	1604 GRANDVIEW EAST	42	800	Building	Residential Remodel	CONCRETE SLAB AT ENTRENCE
Finney County	BUILDING PERMIT	3775 SCHULMAN	200	50000	Building	Residential Remodel	GARAGE
Finney County	BUILDING PERMIT	2255 West SEVEN MILE	131	9800	Building	Residential Remodel	CHAIN LINK FENCE
Finney County	BUILDING PERMIT	2800 North FARMLAND	42	200	Building	Residential Remodel	CONCRETE SLAB FOR SHED
Finney County	BUILDING PERMIT	5775 KOEHN	291	32000	Building	Residential Remodel	30 x 50 GARAGE - min 12' footer LM, house and garage house and garage must progress at same pace CMB
Finney County	BUILDING PERMIT	3675 DAMON	497	79002	Building	SF Manufactured (HUD Standards)	CONCRETE RUNNERS PERMETRAL BLOCKING FOR MANUFACTURED HOME

Finney County	BUILDING PERMIT	5775 KOEHN	1480.4	326000	Building	SF Residential Includes Modular	NEW HOME CONSTRUCTION - FINISHED BASEMENT - well 25' setback 60ft setback from road center line diagram utilities house garage can be build at same time as long as they progress at the same time
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GARDEN CITY

— KANSAS —

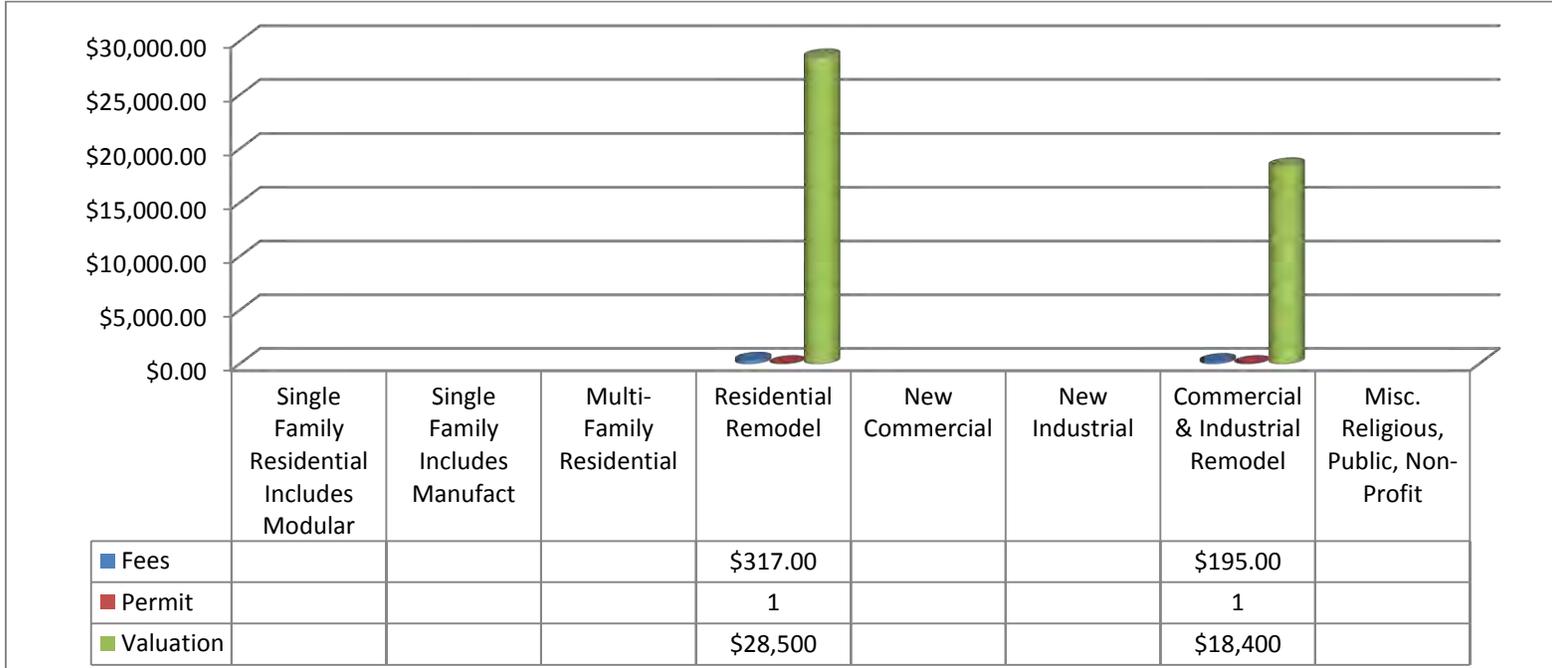
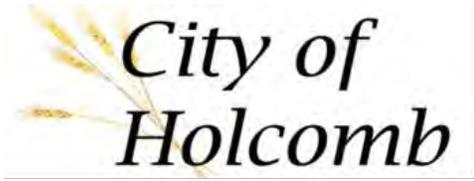


Council district	Permit type	address	amount	value	purpose	structure	Project description
Garden City	BUILDING PERMIT	312 EIGHTH Street	825	160000	Building	Commercial/Industrial Remodel	REMODEL INTERIOR
Garden City	SIGN PERMIT	921 West MARY FRONTAGE	75	0	Wall Sign	Commercial/Industrial Remodel	PROJECT FITNESS CROSSFIT - PERANENT SIGN ALUMINUN
Garden City	BUILDING PERMIT	2204 East KANSAS # 5	220	35000	Building	Commercial/Industrial Remodel	REMODEL INSIDE OF BUILDING FOR BUFFALOES SPORT BAR AND GRILL
Garden City	BUILDING PERMIT	140 HARVEST	0	10000	Building	Commercial/Industrial Remodel	INSTALL OFFICE
Garden City	PLUMBING	1620 East KANSAS	32	895	Plumbing	Commercial/Industrial Remodel	INSTALL NEW 40 GALLON NATURAL GAS WATER HEATER
Garden City	EXCAVATION	2713 PEARLY JANE	30	0	Excavation	Commercial/Industrial Remodel	REPLACE MAIN SEWER
Garden City	PLUMBING	407 North EIGHTH	61	6500	Plumbing	Commercial/Industrial Remodel	INSTALL NEW FIRE MAIN LINE
Garden City	PLUMBING	710 East FULTON	32	500	Plumbing	Commercial/Industrial Remodel	RUN A NEW WATER LINE FROM THE NEW METER SET AT FULTON ST TOTHE BUILDING SOUTH AT 710 FULTON
Garden City	SIGN PERMIT	1111 FLEMING	75	0	Wall Sign	Commercial/Industrial Remodel	COMMERCE BANK CHANNEL LETTERS/LOGO
Garden City	SIGN PERMIT	2204 East KANSAS	75	0	Wall Sign	Commercial/Industrial Remodel	BUFFALOES SPORTS BAR & GRILL
Garden City	SIGN PERMIT	2204 East KANSAS	35	0	Temporary Sign	Commercial/Industrial Remodel	BUFFALOES SPORTS BAR & GRILL - TEMPORARY BANNER
Garden City	PLUMBING	2702 CAMPUS	32	895	Plumbing	Commercial/Industrial Remodel	INSTALL NEW 40 GALLON NATURAL WATER HEATER
Garden City	SIGN PERMIT	602 East FULTON	0	500	Wall Sign	Commercial/Industrial Remodel	THE SAFE COMPANY VINYL BANNER
Garden City	PLUMBING	203 North 8TH	62	0	Plumbing	Commercial/Industrial	REPLACE WATER SERVICES LINE

						Remodel	
Garden City	DEMO PERMIT	105 North JENNIE BARKER	30	0	Demo	Commercial/Industrial Remodel	DEMO EXTERIOR CANOPY & INTERIOR WALL & CEILING
Garden City	BUILDING PERMIT	1103 East FULTON	62	5000	Building	Commercial/Industrial Remodel	OFFICE REMODEL AND EXTERIOR PAINT
Garden City	GAS	707 East FULTON	32	500	Gas Permit	Commercial/Industrial Remodel	PRESSURE CHECK GAS SYSTEM FOR GAS METER TO BE INSTALLED AFTER COUPLE YRS
Garden City	SIGN PERMIT	1540 LAREU	25	0	Temporary Sign	Commercial/Industrial Remodel	DICK'S SPORTING STREET BANNER 5' 25'
Garden City	ELECTRICAL	140 HARVEST	0	0	Electrical	Commercial/Industrial Remodel	INSTALL 100 BREAKER PANEL AND ELECTRICAL RECEPT LIGHT ON OFFICE
Garden City	BUILDING PERMIT	1305 East KANSAS	130	10000	Building	Commercial/Industrial Remodel	SIGN BASE
Garden City	EXCAVATION	110 South JENNIE BARKER	30	0	Excavation	Commercial/Industrial Remodel	TP&L
Garden City	MECHANICAL	1007 North EIGHTH	32	1500	Mechanical	Commercial/Industrial Remodel	CHANGE OUT 100K 80% FURNACE
Garden City	BUILDING PERMIT	1212 BUFFALO JONES	372.5	55000	Building	Commercial/Industrial Remodel	REMOVE/REPLACE CONCRETE IN PARKING LOT
Garden City	SIGN PERMIT	THIRD AND KANSAS	0	0	Temporary Sign	Commercial/Industrial Remodel	ANNUAL ANTIQUE APPRIASIAL FAIR
Garden City	SIGN PERMIT	THIRD AND KANSAS	0	0	Temporary Sign	Commercial/Industrial Remodel	ANNUAL ANTIQUE APPRIASIAL FAIR
Garden City	SIGN PERMIT	THIRD AND KANSAS	0	0	Temporary Sign	Commercial/Industrial Remodel	ANNUAL ANTIQUE APPRIASIAL FAIR
Garden City	SIGN PERMIT	519 West MARY	0	0	Wall Sign	Commercial/Industrial Remodel	SANTA ROSA RE-FACE- BOX LIGHTED 4H 10W AND BOX LIGHTED 36H 72W
Garden City	SIGN PERMIT	1110 CAMPUS	75	0	Wall Sign	Commercial/Industrial Remodel	SMALLCAKES CABINET SIGN
Garden City	BUILDING PERMIT	509 ST JOHN	29	0	Building	Misc	REMOVE AND REPLACE CONCRETE
Garden City	GAS	312 FINNUP Road	0	300	Gas Permit	Misc	REPIRED A GAS LINE AT THE GIRAFFE HOUSE
Garden City	BUILDING PERMIT	1709 LABRADOR	29	1600	Building	Misc	PLACE AND AN EXTENSION TO THE EXISTING SIDEWALK
Garden City	ELECTRICAL	300 South MAIN	0	300	Electrical	Misc	REHANG RISER ON SCORER'S BUILDING FOR REHOOK UP
Garden City	BUILDING PERMIT	1660 LAREU STE B	220	50000	Building	New Commercial	INTERIOR REMODEL LANDLORD WORK ONLY
Garden City	BUILDING PERMIT	301 North ELEVENTH	29	2500	Building	Residential Remodel	6' CEDAR FENCE
Garden City	PLUMBING	501 North NINTH	29	2000	Plumbing	Residential Remodel	REPAIR AND REPLACE LINES ON SPRINKLER SYSTEM
Garden City	PLUMBING	1209 HATTIE	29	300	Plumbing	Residential Remodel	PUT NEW PIPE SEWER
Garden City	BUILDING PERMIT	1610 BANCROFT	29	1100	Building	Residential Remodel	CONCRETE 20 x 12
Garden City	BUILDING PERMIT	306 WASHINGTON	56	4000	Building	Residential Remodel	STUCCO
Garden City	GAS	307 West PROSPECT	29	300	Gas Permit	Residential Remodel	GAS TEST MOVE METER TO HOUSE UNDERGROUND LEAKING
Garden City	BUILDING PERMIT	1301 East HACKBERRY	105	6200	Building	Residential Remodel	6 FT CEDAR
Garden City	BUILDING PERMIT	4011 CYPRESS	105	8000	Building	Residential Remodel	6 FT CEADER
Garden City	BUILDING PERMIT	702 GARDEN CITY	29	800	Building	Residential Remodel	6 FT CHAIN AND 2 CEDAR GATES
Garden City	PLUMBING	622 North TENTH	29	500	Plumbing	Residential Remodel	RUN NEW WATER LINE FROM METER TO HOUSE
Garden City	PLUMBING	1102 SUMMIT	29	1500	Plumbing	Residential Remodel	SEWER LINE
Garden City	PLUMBING	2713 PEARLY JANE	56	5000	Plumbing	Residential Remodel	REPLACE MAIN SEWER

Garden City	MECHANICAL	504 CENTER	56	3500	Mechanical	Residential Remodel	CHANGE OUT 60K 90% FURNACE
Garden City	BUILDING PERMIT	2010 PARKWOOD	56	4822.21	Building	Residential Remodel	REPLACE DRIVEWAY
Garden City	BUILDING PERMIT	707 HARDING	29	1500	Building	Residential Remodel	STORAGE AND FENCE
Garden City	PLUMBING	606 North SECOND	29	800	Plumbing	Residential Remodel	CHANGING OUT SEWER LINE
Garden City	PLUMBING	622 North TENTH	56	3700	Plumbing	Residential Remodel	LAWN SPRINKLER SYSTEM WITH 1 PUB
Garden City	MECHANICAL	2823 ELDORADO	0	3950	Mechanical	Residential Remodel	REPLACE FURNACE AND EVAPORATOR COIL
Garden City	BUILDING PERMIT	1106 LONG	29	500	Building	Residential Remodel	CONCRETE
Garden City	PLUMBING	2103 C	29	800	Plumbing	Residential Remodel	REPLACE 40 GAL WATER HEATER
Garden City	PLUMBING	2110 C Street	29	800	Plumbing	Residential Remodel	REMOVE AND REPLACE 40 GAL WATER HEATER
Garden City	PLUMBING	2009 OLD MANOR	29	850	Plumbing	Residential Remodel	INSTALL NEW 40 GAL WTER HEATER NATURAL GAS
Garden City	MECHANICAL	1412 North MAIN	105	7944	Mechanical	Residential Remodel	REPLACE ROOF TOP UNIT
Garden City	BUILDING PERMIT	2418 HERITAGE	409	72000	Building	Residential Remodel	NEW ADDITION 16 x 16 TWO STORAGE 512 SE FT WITH DECK 10 x 16
Garden City	BUILDING PERMIT	2512 B STREET	56	4000	Building	Residential Remodel	6 FT CEDAR CONCRETE
Garden City	BUILDING PERMIT	2808 CLIFF	29	1000	Building	Residential Remodel	REPLACE SIDING FRONT AND SOUTHSIDE
Garden City	BUILDING PERMIT	504 North FIFTH	14.5	1500	Building	Residential Remodel	6FT WOOD FENCE
Garden City	PLUMBING	1709 PRAIRIE PARK	29	800	Plumbing	Residential Remodel	INSTALL NEW 40 GALLON NG WATER HEATER
Garden City	ELECTRICAL	1201 LONG	29	400	Electrical	Residential Remodel	FEED SHED FROM ALLEY SERVICE N.E CORNER OF PROPERTY UNDERGROUND FED
Garden City	BUILDING PERMIT	109 South THIRTEENTH	29	1600	Building	Residential Remodel	METAL 4 FT FENCE
Garden City	PLUMBING	1210 GIBSON	29	1000	Plumbing	Residential Remodel	UNKNOWN WATER LINE FROM METER TO HOUSE
Garden City	MECHANICAL	410 East WALNUT	56	3195	Mechanical	Residential Remodel	REPLACE ICE MACHINE IN CAFETERIA
Garden City	PLUMBING	1202 PARKWOOD	29	70	Plumbing	Residential Remodel	RE-PAIRING 21FT OF PIPE
Garden City	MECHANICAL	1605 DIANE	56	3922	Mechanical	Residential Remodel	REPLACE FURNACE
Garden City	BUILDING PERMIT	606 PENNSYLVANIA	29	1000	Building	Residential Remodel	RE-ROOFING
Garden City	PLUMBING	403 East SANTA FE	29	2200	Plumbing	Residential Remodel	REPAIR/REPLACE MAIN WATER SERVICE LINE IN FRONT OF HOME
Garden City	BUILDING PERMIT	606 CONKLING	29	1000	Building	Residential Remodel	WOOD FENCE 6FT
Garden City	BUILDING PERMIT	3601 WESTPORT	56	6000	Building	Residential Remodel	RE-ROOFING, 3 WINDOWS, 2 SKYLIGHT AND SIDING
Garden City	PLUMBING	526 COLONY	29	1700	Plumbing	Residential Remodel	REPAIR WATER LINE BETWEEN CITY MAIN AND HOME
Garden City	PLUMBING	605 East WALNUT	29	0	Plumbing	Residential Remodel	REMOVE AND REPLACE 40 GAL WATER HEATER
Garden City	PLUMBING	1612 JAN	29	800	Plumbing	Residential Remodel	REMOVE AND REPLACE 40 GALLON WATER HEATER
Garden City	PLUMBING	2601 SHAMUS	29	400	Plumbing	Residential Remodel	REMOVE AND REPLACE 40 GALLON NG

Garden City	MECHANICAL	1924 HARDING #B	56	3800	Mechanical	Residential Remodel	CHANGE OUT 50 80% FURNACE AND 2 TON A/C
Garden City	PLUMBING	619 North NINTH	105	6500	Plumbing	Residential Remodel	2 STORY HOUSE INSTALL NEW WATER LINE FROM METER TO RESIDENCE SMALL HOUSE ON LOT UNTLL NEW WATER LINE FROM NEW WATER TAP TO RESIDENCE
Garden City	PLUMBING	2414 HENDERSON	105	7770	Plumbing	Residential Remodel	REPLACE 100 GALLON NAT GAS WATER HEATER
Garden City	MECHANICAL	1108 East SPRUCE	56	4000	Mechanical	Residential Remodel	CHANGE OUT 50K 2 TON PACKAGE UNIT
Garden City	BUILDING PERMIT	1013 North ELEVENTH	56	0	Building	Residential Remodel	RE-ROOF
Garden City	BUILDING PERMIT	306 WASHINGTON	29	100	Building	Residential Remodel	ADDING CEMENT
Garden City	ELECTRICAL	1316 HATTIE	29	500	Electrical	Residential Remodel	RELOCATE PANEL AND REWORK SERVICES
Garden City	PLUMBING	1515 North EIGHTH	29	850	Plumbing	Residential Remodel	INSTALL NEW 40 GALLON NG WATER HEATER
Garden City	BUILDING PERMIT	1709 BENTON	29	575	Building	Residential Remodel	4' CHAIN LINK FENCE
Garden City	MECHANICAL	4050 LAMONTE	42	6526	Mechanical	Residential Remodel	REPLACE FURNACE D AIR CONDITIONER
Garden City	BUILDING PERMIT	2209 CHEROKEE	105	13795	Building	Residential Remodel	INSTALL VINYL SIDING
Garden City	BUILDING PERMIT	2014 HENDERSON	332.5	55000	Building	Residential Remodel	REMOVE ROOF FOR GARAGE PUT NEW LIVING SPACE ABOVE GARAGE-garage ceiling needs to be 5/8" type x gypsum
Garden City	BUILDING PERMIT	502 North THIRD	29	500	Building	Residential Remodel	6 FT WOOD FENCE
Garden City	PLUMBING	1007 North EIGHTH	32	2800	Plumbing	Residential Remodel	CHANGE OUT 125 K 80% FURNACE
Garden City	PLUMBING	2103 B	29	800	Plumbing	Residential Remodel	REPLACE 40 GALLON NG WATER HEATER
Garden City	PLUMBING	2103 B	29	800	Plumbing	Residential Remodel	REPLACE 40 GALLON NG WATER HEATER
Garden City	PLUMBING	2411 CASEY'S	29	1500	Plumbing	Residential Remodel	INSTALL NEW 50 GALLON NATURAL GAS WATER HEATER
Garden City	MECHANICAL	2117 TARA	29	3000	Mechanical	Residential Remodel	REPLACE FURNACE



Council district	Permit type	address	amount	value	purpose	structure	Project description
Holcomb	BUILDING PERMIT	7425 INDUSTRIAL	195	18400	Building	Commercial/Industrial Remodel	PARK COMPANY VEHICLES OUT OF WEATER ELEMENTS
Holcomb	BUILDING PERMIT	302 TYLER	317	28500	Building	Residential Remodel	NEW GARAGE IN REAR YARD



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Michael D. Utz, Chief of Police
DATE: March 15, 2016
RE: February 2016 Police Department Monthly Report

ISSUE:

Presentation of the February 2016 activity reports from the Garden City Police Department.

BACKGROUND:

Attached is the Garden City Police Department Staff report for February 2016.

ALTERNATIVE:

None.

RECOMMENDATION:

None.

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
Feb. 2016 Master Activity Report	3/9/2016	Backup Material
Feb. 2016 Bias Based Policing Report	3/9/2016	Backup Material
Crime Comparison Chart	3/14/2016	Backup Material

GARDEN CITY POLICE DEPARTMENT
MASTER ACTIVITY REPORT
February of 2016
INCIDENTS REPORTED

<i>OFFENSES</i>	<i>THIS MONTH</i>	<i>LAST MONTH</i>	<i>TO DATE THIS YEAR</i>
Murder/Manslaughter	0	0	0
Rape	2	2	4
Robbery	0	1	1
Aggravated Assault	2	4	6
Burglary	5	4	9
Theft	49	69	118
Auto Theft	1	3	4
Arson	1	0	1
TOTAL	60	83	143
All Other Crimes	102	144	246
GRAND TOTAL	162	227	389

CRIMINAL ENFORCEMENT ACTIVITIES

<i>DESCRIPTION</i>	<i>THIS MONTH</i>	<i>LAST MONTH</i>	<i>TO DATE THIS YEAR</i>
Adult Arrests	161	198	359
Juveniles Detained	20	43	63
TOTAL CUSTODY	181	241	422
Alcohol Related	17	19	36
Drug Related	35	36	71
Curfew Violations	1	4	5

INVESTIGATIONS DIVISION ACTIVITIES

<i>DESCRIPTION</i>	<i>THIS MONTH</i>	<i>LAST MONTH</i>	<i>TO DATE THIS YEAR</i>
Total Cases Assigned	38	35	73
Total Active Cases	178	191	369
Adult Affidavits Filed	11	3	14
Juvenile Affidavits Filed	4	1	5
Follow-Up Contacts	734	724	1458
Special Assignments	58	69	127
Search Warrants	6	4	10
Supplemental Reports	145	114	259
Other Reports	231	226	457
Cases Referred For Prosecution	19	22	41

TRAFFIC ACCIDENT INVESTIGATIONS

<i>DESCRIPTION</i>	<i>THIS MONTH</i>	<i>LAST MONTH</i>	<i>TO DATE THIS YEAR</i>
Fatal Accidents	0	0	0
Injury Accidents	8	4	12
Non-Injury Accidents	61	58	119
TOTAL ACCIDENTS	69	62	131
Private Property Accidents	7	0	7

**GARDEN CITY POLICE DEPARTMENT
 MASTER ACTIVITY REPORT
 February of 2016**

OFFICERS ASSAULTED

<i>DESCRIPTION</i>	<i>THIS MONTH</i>	<i>LAST MONTH</i>	<i>TO DATE THIS YEAR</i>
Firearm	0	0	0
Cutting Instrument	0	0	0
Other Dangerous Weapon	0	0	0
Hands, Fist, Feet, Etc.	0	4	4
Police Service Dog	0	0	0
TOTAL ASSAULTS	0	4	4

PATROL/CRD DIVISIONS SUMMARY

<i>DESCRIPTION</i>	<i>THIS MONTH</i>	<i>LAST MONTH</i>	<i>TO DATE THIS YEAR</i>
Offense Reports	193	234	427
Supplemental Reports	96	89	185
Other Reports	79	71	150
Community Oriented Policing	162	210	372
Speeding Citations	50	13	63
Other Traffic Citations	213	209	422
Parking Citations	6	8	14
Warning Notices	312	415	727
Penal Summons	32	29	61
Felony Cases Cleared	27	31	58
Misdemeanor Cases Cleared	83	115	198
DUI Cases Cleared	10	6	16
Insecure Premises	8	6	14
Field Interviews	6	6	12
Citizen & Business Assists	142	148	290
Alarms	75	61	136
Adult Affidavits Filed	29	32	61
Juvenile Affidavits Filed	8	19	27

COMMUNICATIONS CENTER ACTIVITIES

<i>DESCRIPTION</i>	<i>THIS MONTH</i>	<i>LAST MONTH</i>	<i>TO DATE THIS YEAR</i>
Non-Traffic Activities	2176	2359	4535
Traffic Activities	526	658	1184
TOTAL ACTIVITIES	2702	3017	5719
911 Calls	1288	1444	2732
Finney County Sheriff's Office Activities	427	391	818

**GARDEN CITY POLICE DEPARTMENT
MASTER ACTIVITY REPORT
February of 2016**

RESPONSE TIME SUMMARY

<i>DESCRIPTION</i>	<i>THIS MONTH</i>	<i>LAST YEAR</i>	<i>5 YEARS AGO</i>
Average Emergency	4.14	3.08	3.41
Average Non-Emergency	12.47	12.02	12.18
Average Traffic Accident	12.1	12.37	15.12

ANIMAL INCIDENT ACTIVITIES

<i>DESCRIPTION</i>	<i>THIS MONTH</i>	<i>LAST MONTH</i>	<i>TO DATE THIS YEAR</i>
Animals Impounded	94	108	202
Animals Disposed	21	38	59
Citations Issued	0	1	1
Animal Bites	2	5	7
Adoptions	18	11	29

TRAINING HOURS RECEIVED

<i>DESCRIPTION</i>	<i>THIS MONTH</i>	<i>LAST MONTH</i>	<i>TO DATE THIS YEAR</i>
Administrative	0.00	112.00	112.00
Patrol/CRD Division	466.00	306.00	772.00
Support Services Division	16.00	121.00	137.00
Investigation Division	0.00	80.00	80.00
Instructor Hours	43.00	6.50	49.50
SUB-TOTAL TRAINING HRS	525.00	625.50	1150.50
Academy Training Hours	160.00	0.00	160.00
TOTAL TRAINING HOURS	685.00	625.50	1310.50

ADMINISTRATIVE INVESTIGATIONS

<i>DESCRIPTION</i>	<i>THIS MONTH</i>	<i>LAST MONTH</i>	<i>TO DATE THIS YEAR</i>
Allegations Received	1	0	1
Unfounded	0	0	0
Unsubstantiated	0	0	0
Sustained	0	0	0
Exonerated	0	1	1
Violation Not Based On Complaint	0	0	0
Investigation In Progress	2	1	3
Administrative Closure	0	1	1
Commendations	5	6	11

Bias-Based Policing Statistics

February 2016

	January #	January %	February #	February %
SUBJECTS CONTACTED:	286	N/A	231	N/A
AGE:				
15 yoa - 19 yoa	51	18%	40	17%
20 yoa - 29 yoa	105	37%	87	38%
30 yoa - 49 yoa	88	31%	63	27%
50+	42	15%	41	18%
Not Provided	0	0%	0	0%
<i>TOTAL</i>	286	100%	231	100%
RACE:				
White	258	90%	213	92%
Black	21	7%	14	6%
Native American	0	0%	0	0%
Asian	6	2%	4	2%
Other	0	0%	0	0%
More Than One Race	0	0%	0	0%
Not Provided	1	0%	0	0%
<i>TOTAL</i>	286	100%	231	100%
GENDER:				
Male	191	67%	134	58%
Female	94	33%	97	42%
Unknown	1	0%	0	0%
Not Provided	0	0%	0	0%
<i>TOTAL</i>	286	100%	231	100%
ETHNICITY:				
Hispanic/Latino	172	60%	131	57%
Non-Hispanic	110	38%	94	41%
Not Provided	4	1%	6	3%
<i>TOTAL</i>	286	100%	231	100%
RESPONSE AREA:				
1	57	20%	44	19%
2	69	24%	48	21%
3	63	22%	53	23%
4	71	25%	55	24%
5	25	9%	31	13%
Not Provided	1	0%	0	0%
<i>TOTAL</i>	286	100%	231	100%
PRIMARY REASON FOR OFFICER INVESTIGATION:				
Call Related	33	12%	26	11%
Officer Initiated	253	88%	204	88%
Not Provided	0	0%	1	0%
<i>TOTAL</i>	286	100%	231	100%
INFORMATION OBTAINED BY:				
Officer's Perception	231	81%	181	78%
Investigation	55	19%	50	22%
Not Provided	0	0%	0	0%
<i>TOTAL</i>	286	100%	231	100%

Bias-Based Policing Statistics

February 2016

January #	January %	February #	February %
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Bias-Based Policing Statistics

February 2016

	January #	January %	February #	February %
RELIGIOUS DRESS:				
Yes	4	1%	1	0%
No	282	99%	230	100%
Not Provided	0	0%	0	0%
<i>TOTAL</i>	286	100%	231	100%

PRIMARY REASON FOR STOP:				
Moving Violation	145	51%	141	61%
Equipment Violation	125	44%	71	31%
Criminal Offense/Probable Cause	6	2%	10	4%
Other Violation	8	3%	4	2%
To Render Service	2	1%	0	0%
Suspicious Circumstances	0	0%	4	2%
Pre-existing Knowledge	0	0%	1	0%
Special Detail	0	0%	0	0%
Multiple Reasons	0	0%	0	0%
Not Provided	0	0%	0	0%
<i>TOTAL</i>	286	100%	231	100%

ACTION TAKEN:				
Citation	117	41%	103	45%
Search	1	0%	0	0%
Warning	142	50%	101	44%
Arrest	25	9%	25	11%
Warrant Arrest	1	0%	0	0%
Assistance Provided	0	0%	0	0%
No Action	0	0%	2	1%
Not Provided	0	0%	0	0%
<i>TOTAL</i>	286	100%	231	100%

SEARCH RATIONALE:				
Not Applicable	261	91%	224	97%
Vehicle Indicators	0	0%	0	0%
Verbal Indicators	0	0%	1	0%
Physical/Visual Indicators	17	6%	5	2%
Document Indicators	1	0%	0	0%
Incident to Arrest	6	2%	1	0%
Other	1	0%	0	0%
More Than One Reason	0	0%	0	0%
Not Provided	0	0%	0	0%
<i>TOTAL</i>	286	100%	231	100%

TYPE OF SEARCH:				
No Search Conducted	255	89%	212	92%
Consent Search Conducted	2	1%	1	0%
Inventory	0	0%	1	0%
Stop and Frisk	0	0%	0	0%
Search Warrant	0	0%	0	0%
No Search/Consent Denied	1	0%	0	0%
Search Incident to Arrest	15	5%	9	4%
Plain View	8	3%	4	2%
Probable Cause	5	2%	4	2%
More Than One Type	0	0%	0	0%

Bias-Based Policing Statistics

February 2016

	January #	January %	February #	February %
Not Provided	0	0%	0	0%
<i>TOTAL</i>	286	100%	231	100%

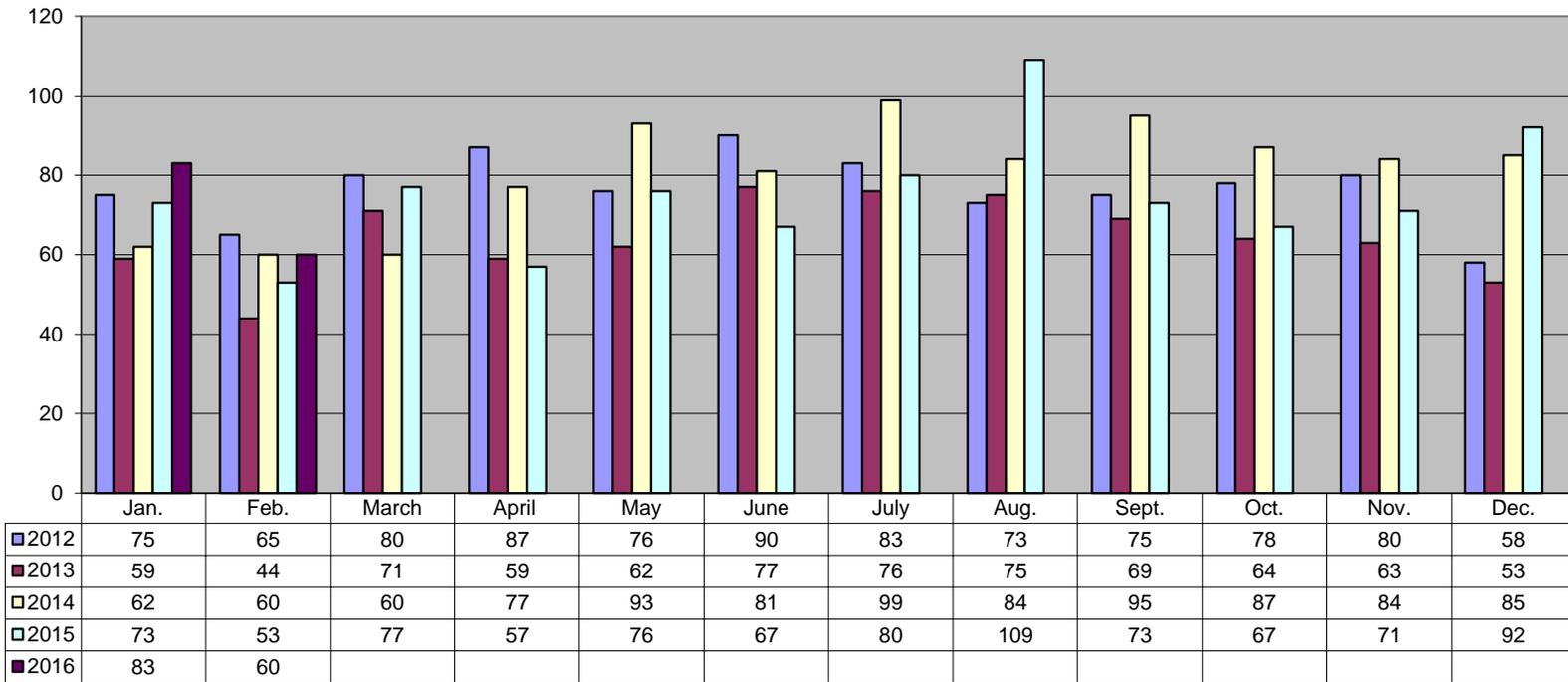
Bias-Based Policing Statistics

February 2016

		January #	January %	February #	February %
CONTRABAND SEIZED:					
	None	276	97%	224	97%
	Currency	0	0%	1	0%
	Firearms	0	0%	0	0%
	Other Weapons	0	0%	1	0%
	Drugs/Paraphernalia	7	2%	2	1%
	Alcohol/Tobacco Products	3	1%	3	1%
	Stolen Property	0	0%	0	0%
	Other	0	0%	0	0%
	More Than One Type	0	0%	0	0%
	Not Provided	0	0%	0	0%
	<i>TOTAL</i>	286	100%	231	100%

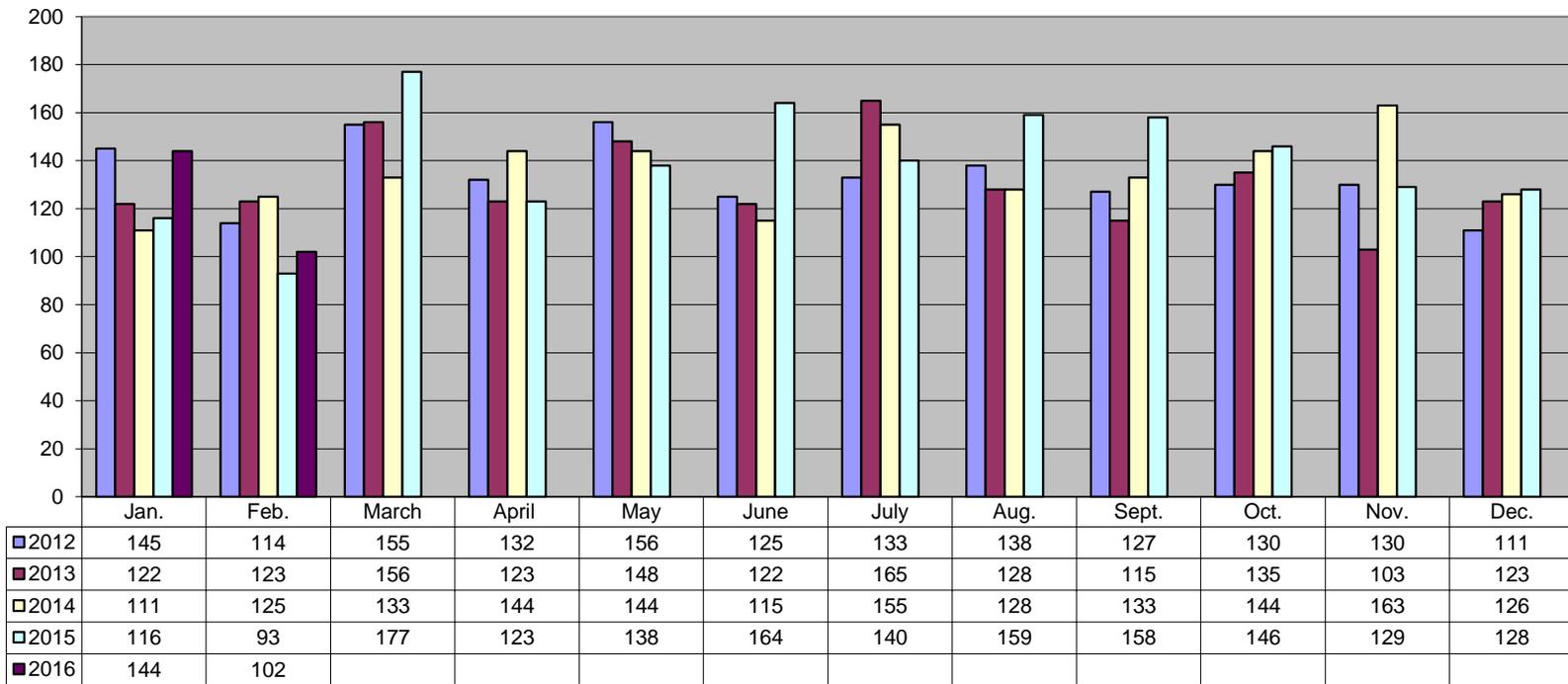
Hispanic	Arrests	18	10%	17	13%
	Citations	72	42%	69	53%
	Warnings	80	47%	44	34%
		0			
Non-Hispanic	Arrests	7	6%	6	6%
	Citations	39	35%	31	33%
	Warnings	62	56%	56	60%

Part I Crimes



Part I Crimes - Murder, Manslaughter, Rape, Robbery, Agg. Assault, Burglary, Theft, Auto Theft, Arson

All Other Crimes



All Other Crimes may include: Interference with Police Officer, Criminal Threats, Disorderly Conduct, Criminal Trespass, Narcotic Violations, Liquor Violations, Indecent Liberties with Child, Kidnapping, DUI, Graffiti, Forgery, Weapons Violation, Criminal Damage to Property



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Sam Curran, Director of Public Works
DATE: March 15, 2016
RE: City Project Updates Monthly Report - March 2016

ISSUE:

Presentation of the February 2016 City Project Update Report from Public Works.

BACKGROUND:

Attached is the Public Works monthly City Project Updates Report for March 2016.

ALTERNATIVE:

None.

RECOMMENDATION:

None.

FISCAL NOTE:

None

ATTACHMENTS:

Description	Upload Date	Type
City Project Updates Monthly Report - March 2016	3/8/2016	Backup Material

CITY PROJECT UPDATES 2016

Revision No.1 - Date: March 8, 2016

Completed Projects
Carry Over Projects From 2014,15
Proposed Project Pending

Description	Current Status												Completion Status			Comments		
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Design	Bid	Const.			
ADMINISTRATIVE																		
Capital Improvements Bond Issue				Decide Projects?					Ord?	Sale?					0%		0%	
Petitions for New Developments														0%		0%		
HIGHWAYS & MAJOR STREETS																		
A. STATE/FEDERAL AID																		
GI: Kansas Av. Widening & Waterma	KDOT	advertise	BID		REBID?	Const?	Const?	Const?	Const?					100%	3/8/16	0%	\$1,743,800 2016 work City share \$893,800	
KLINK - FY2014, 15 & 16	Design	Design	KDOT	KDOT?	BID?			Const?	Const?	Const?	Const?			95%		0%	\$800,000 2016 work City share \$400,000	
KLINK - FY2017		Survey	Design	KDOT?	KDOT?	KDOT?	Bid?	Const?	Const?	Const?	Const?			50%		0%	\$600,000 2017 work City share \$300,000	
B. TE PROJECTS																		
Windsor Hotel stabilization	Const	Const	Const	Const?	Const?									100%	3/13/14	70%	\$924,423 Preservation Alliance share \$313,063	
East Kansas Ped/Bike Facility			Const?	Const?	Const?	Const?	Const?							100%	10/1/15	0%	\$749,442 2016 construction City share \$166,200	
LOCAL STREETS																		
A. CITY RECONSTRUCTION/CONSTRUCTION																		
KDOT Fund Exchange projects			Decide?	Apply?	KDOT?	Design?	Bid?	Const?	Const?	Const?	Const?	Const?		0%		0%	\$280,000 FY 2016 - Bypass/Spruce Intersection (two other alternatives)	
Harvest Street Construction	Const	Const	Const	Const?	Const?									100%	8/12/15	95%	\$150,000 Working with developer.	
New Community Sidewalks	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?		0%		0%	\$30,000 \$0 - New Sidewalks throughout the Community, Filling Gaps	
B. DRAINAGE PROJECTS																		
FEMA Floodplain related projects														0%	On-hold	0%	\$250,000 Waiting on FEMA's letter.	
C. SUBDIVISION CONSTRUCTION & SPECIAL ASSESSMENT PROJECTS																		
Clarion Park Estates			Const	Const?	Const?									100%		95%	\$1,153,000 drainage retention pond remains to be completed	
Prairie View Acres			Const?	Const?	Const?	Const?	Const?							100%		25%	\$600,000 subdivision improvements	
PUBLIC WORKS - STREET MAINTENANCE PROJECTS																		
Street Sealing Program			BID			Const?	Const?							100%	3/23/16	0%	\$439,000 Cycle Three	
Crack Sealing Program	Const	Const									Bid?	Const?	Const?	100%	??/2015	100%	\$205,000 2016 Cycle 3(183,000 lbs. \$157,380) - 2017 Cycle 4(183,000 lbs. \$221,400)	
Community Sidewalk/Driveway	Const?	Const?	Const	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?		0%		32%	\$20,000 (Res. 0-\$0 & Com. 2-\$1,412.50, Obligated \$5,000, Available Funds \$13,587.50)	
FIRE																		
Central Fire Station Renovation	BID			Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?			100%	1/12/16	0%	\$1,700,000 Remodel the Central Fire Station	
20" Water Main Relocation	Const	Const	Const?	Const?										100%	10/29/15	5%	\$241,293 Relocating the water main north of central fire station.	

**CITY PROJECT UPDATES
2016**

Revision No.1 - Date: March 8, 2016

Completed Projects
Carry Over Projects From 2014,15
Proposed Project Pending

Description	Current Status												Completion Status			Comments	
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Design	Bid	Const.		
POLICE																	
Indoor Shooting Range Const.						Const?	Const?	Const?	Const?	Const?	Const?	Const?	100%		0%	\$2,000,000	Construct indoor gun range, partnership project.
PUBLIC WORKS - PARKS & GROUNDS																	
Public Restroom							Bid?	Const?	Const?	Const?	Const?	Const?	97%		0%	\$62,100	Family style restroom in Rotary Park
Tree Removal Project						Mark	Mark		Bid?	Const?	Const?	Const?	0%		0%	\$30,000	Removal of trees.
Sports Complex/Building Improve.	Const	Const	Const	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	0%		90%	\$100,000	Working on Clint Lightner Improvements and public buildings.
Santa Fe Park Project		Const?	Const?	Const?	Const?	Const?	Const?						100%	2/10/15	85%		City/County Project to relocate the Santa Fe Park
REGIONAL AIRPORT																	
Construct Partial Twy F and Twy C			Const?	Const?									100%	5/6/15	95%	\$1,369,128	FAA Grant approved 6/11/14, City Share \$136,914
Airfield Pavement Improvements	Design	Design	Design	Bid?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	30%			\$1,093,400	FAA Grant approved ?/??/??, City Share \$109,340
Landside Business Master Plan				Design?	Design?	Design?	Design?	Finish?	Present?	Approve?			0%			\$20,000	City Project \$20,000
Snow Removal Equipment	Design?	Design	Design	Bid?	Design								100%	4/4/16		\$977,200	FAA Grant approved ?/??/??, City Share \$97,720
RECREATION																	
Swimming Pool Rehabilitation	Const	Const	Const	Const?	Const?								100%		30%	\$150,000	float valves, recirculation upgrades, painting
CEMETERY																	
Construct Columbarium	Const	Const	Const	Const?									100%	12/22/15	75%	\$57,000	Columbarium area for cremations.
Street Maintenance Program			Bid?			Const?	Const?						100%	3/23/16	0%	\$47,200	Resurfacing asphalt streets (15,800 gallons)
ZOO																	
Rhino exhibit modifications	Design?	Const?	Const	Const?									75%		0%	\$250,000	Renovation for exhibit.
Construct Picnic Shelter					Const?	Const?	Const?						100%		0%	\$36,000	Finnup Foundation \$15,000, City \$21,000
Flamingo Exhibit													0%		0%	\$384,000	Pending budget authorization
ELECTRIC																	
SCADA Development	Const?	Const?	Const?	Const?	Const?	Const?	Const?						100%		90%	\$125,000	System Monitoring
Street Construction Lighting Upgrade	Design	Bid?		Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	75%		25%	\$31,586	Kansas Ave (7th to 3rd)
Upgrade Street Lighting	Design	Bid?	Contract?			Const									0%	\$18,501	Palace Drive
Substation #6 Transformer Repair	Bid	Contract	Const												0%	\$35,000	De-gas both power transformers
Various Substations	Plan	Plan	Install	Install						Install	Install	Install			50%	\$13,000	Wildlife mitigation
System Improvements (CIP 2015-13)	Design	Bid	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?				\$226,698	Belmont to Squire
System Improvements (CIP 2015-9)	Design	Bid	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?				\$139,641	Labrador Ridge Phase 3 rebuild
System Improvements (CIP 2015-2)	Design	Bid	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?				\$155,332	Terrace to Belmont
System Improvements (CIP 2015-14)	Design	Bid	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?				\$103,143	Cottontail-Windyview-Pioneer
System Improvements (CIP 2015-15)	Design	Bid	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?				\$168,792	Fleming-Campus, Mary-Windyview
System Improvements (CIP 2015-10)	Design	Bid	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?	Const?				\$40,887	Kingsbury-Mary-Coachman

**CITY PROJECT UPDATES
2016**

Revision No.1 - Date: March 8, 2016

 Completed Projects
 Carry Over Projects From 2014,15
 Proposed Project Pending

Description	Current Status												Completion Status			Comments	
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Design	Bid	Const.		
WATER																	
Building Construction	Const	Const	Const											100%	12/30/14	99%	\$1,201,800 New Water Service Building at Electric Service Facility
Main Replacement - Lyle Avenue	Const	Const	Const											100%	9/8/15	90%	\$228,350 Lyle Avenue - recommended from 2014
Master Control Valve		Const?	Const											100%	9/8/15	50%	\$130,373 Fulton east of the US83/US 50 interchange. Highly recommended in 2014 Master Plan
Main Replacement - 7th Street						Pre-Dsn?				0%	\$36,000 Seventh Street (Laurel to Holmes) 3000' (2016 project)						
Main and Kansas Tower																0%	\$140,000 Clean and paint water tower
DFA off site watermain	Design	BID											100%	2/23/16		\$298,248 DFA expense	
Water Main Cleaning Rehabilitation															100%	\$21,000 Fifth Street (Fulton to Spruce)	
Water Main Cleaning Rehabilitation																\$9,000 Conkling Avenue (Wallace to W Gibson)	
Water Main Cleaning Rehabilitation																\$13,950 Summit Street (W Kansas to Wallace)	
Water Main Cleaning Rehabilitation																\$7,830 Wallace Street (Summit to Bancroft)	
Water Main Cleaning Rehabilitation																\$17,070 Chesterfield Street (Chesterfield - L Shaped Street)	
Water Main Cleaning Rehabilitation																\$8,655 N Stoeckly Place (St John to Chesterfield)	
Water Main Cleaning Rehabilitation																\$8,655 N Eugene Place (St John to Chesterfield)	
Water Main Cleaning Rehabilitation																\$14,370 St John (Inge to Chesterfield)	
WASTEWATER																	
SCADA Development		Design?	Design?	Design?	Design?	Design?	Design?	Design?	Design?	Design?	Design?	Const?	Const?	75%			\$125,000 WWTP Operation and Security
Manhole Rehabilitation			BID					Const								100%	\$45,000 Various
Design of Major Electrical Repairs							Design?									0%	\$85,000 Oxidation Ditch



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Kristi Newland, Zoo Director
DATE: March 15, 2016
RE: Lee Richardson Zoo monthly report - February 2016

ISSUE:

Presentation of the February 2016 staff report from Lee Richardson Zoo.

BACKGROUND:

Attached is the February 2016 monthly staff report from Lee Richardson Zoo

ALTERNATIVE:

None

RECOMMENDATION:

None

FISCAL NOTE:

None

ATTACHMENTS:

Description	Upload Date	Type
Lee Richardson Zoo monthly report - February 2016	3/4/2016	Cover Memo



CITY OF GARDEN CITY ZOO DEPARTMENT FEBRUARY 2016 MONTHLY REPORT

ANIMAL DIVISION

ACCESSIONS:

Births/Hatchings

0.0.1 Kangaroo joey DNS

Transactions (Purchases, donations, etc.)

None

DEACCESSIONS

Deaths

0.1	Amur leopard	Euthanized due to complications from renal failure
0.1	Chinchilla	Euthanized - lung ademia, liver failure -old age; tumor found in uterus
3.2	Madagascar hissing cockroaches	Undetermined

Transactions (Sales, donations, etc.)

None

Mt lion blood draw training – successful for 1st time. Jordan went to AZA Management Class in West Virginia and to Zoo Ready/ZAHP Workshop in Omaha. Colorado Lighting replaced giraffe barn lights.

ADMINISTRATION DIVISION

Zoo staff completed and submitted the AZA accreditation application, and a Mock AZA accreditation inspection was performed by Sedgwick County Zoo Director Mark Reed. An all-staff meeting took place covering Accreditation information with a board game. Anthony Herman was promoted to new Facilities Manager. An updated zoo map/brochure was sent to print -in coalition with CVB. New way-finding maps were put up in the zoo. The contract for veterinary services was renewed with Garden City Veterinary Clinic. Zoo Director attended/participated in 2 Monkey Business meetings, final Community CIP Committee meeting, AZA Membership Committee conference call, and orientation for new FOLRZ board members. The Earned Revenue, Conservation, Green Practices and Research surveys were submitted to AZA. A Butterfly conservation meeting with the Park Department took place. The Zoo Facility Use Guidelines and Agreement was sent to Beef Empire Days planning committee for discussion. Submitted Finnup Foundation grant request for 2016 and report for 2015. Keeper I Candace Brawner was nominated for a City safety award. 6 radio spots and weekly “Zoo to You” Telegram columns were covered by staff.

EDUCATION DIVISION

The education division gave 103 formal programs to 2688 people. Distance Learning earned \$1,220 this month. Volunteer Training began on February 2nd. There are sessions on Wednesday evenings and Saturday afternoons. 11 new recruits are going through the training and 2 volunteers are taking the training as a refresher. The 2015 FCCE Finnup Grant report and 2016 FCCE Finnup Grant Request were submitted. Channel 8 is back up and running. All education staff went to the AZA Regional Educators meeting in Wichita. Education division is preparing for spring break camp, and developing content for programs and Family Nature Club. February conservation funds totaled \$240.

MAINTENANCE DIVISION

The large generator in the Area 2 service area was taken to be recycled and a new one is on order. A walking path was put in around the River Mining Sluice. The Bobcat and Puma public barriers at Cat Canyon were raised to keep visitors away from the fence. The crew began de-cluttering the shop area and recycled old pallets. Phone numbers for the barn Sensaphones were updated. Much time was spent on more routine zoo building and grounds maintenance and repair needs such as fence repairs, electrical repairs, exhaust fan repairs, door repairs, plumbing repairs, vehicle repairs, various other repairs and projects, as well as placing 2 memorial rocks for FOLRZ. Repaired a tube heater and took down all of the hotwire in the rhino barn.

Consideration of Appropriation Ordinance

Ordinances & Resolutions



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Randall D. Grisell, City Attorney
DATE: March 15, 2016
RE: City-Manager Form of Government

ISSUE:

The Governing Body is asked to consider and approval of an ordinance to affirm the City of Garden City's adoption and continued operation under the Commission-Manager form of government.

Ord. No. _____-2016, an ordinance affirming the City of Garden City's adoption and continued operation under the Commission-Manager form of government recognizing the transition to November Municipal elections; confirming the number and terms of Commissioners and the filing of a vacancy in office; and setting forth the duties of the City Manager.

BACKGROUND:

The Kansas Legislature repealed what was commonly known as the City-Manager Plan Act (CMPA). Cities following the City-Manager form of government, which includes Garden City, need to adopt, by ordinance, a provision that the city desires to continue under the City-Manager form of government. The proposed ordinance reflects the intent of Garden City to continue following the City-Manager form of government. The ordinance also clarifies provisions concerning number of commissioners, terms of office, elections, filling vacancies, and the duties of the city manager, all necessary as a result of changes by the Legislature. The ordinance is recommended by the League of Kansas Municipalities.

ALTERNATIVE:

1. Approve the ordinance as presented.
2. Do not approve the ordinance.

RECOMMENDATION:

Staff and Legal Counsel recommend approving the ordinance as presented.

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
City-Manager form of Gov't	2/26/2016	Backup Material

ORDINANCE NO. _____-2016

AN ORDINANCE AFFIRMING THE CITY OF GARDEN CITY'S ADOPTION AND CONTINUED OPERATION UNDER THE COMMISSION-MANAGER FORM OF GOVERNMENT; RECOGNIZING THE TRANSITION TO NOVEMBER MUNICIPAL ELECTIONS; CONFIRMING THE NUMBER AND TERMS OF COMMISSIONERS AND THE FILING OF A VACANCY IN OFFICE; AND SETTING FORTH THE DUTIES OF THE CITY MANAGER.

BE IT ORDAINED by the Governing Body of the City of Garden City, Kansas:

WHEREAS, the City of Garden City, Kansas (City), has adopted the Commission-Manager (a/k/a City Manager) form of government; and

WHEREAS, the Kansas Legislature passed L. 2015, ch. 88 (H.B. 2104), which amended and transferred the statutory provisions for the Commission-Manager form of government, and L. 2015, ch. 88, sec 8(a) states that a city shall continue to operate under its current form of government until such time that the city's form of government is changed; and

WHEREAS, the statutory provisions for the Commission-Manager form of government have been recodified in L. 2015, ch. 88, sec. 10 through 12; and

WHEREAS, L. 2015, ch. 88, sec. 8(b) states that all existing ordinances and charter ordinances relating to a city's form of government shall remain in effect until amended or repealed by a city.

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

Section 1. FORM OF GOVERNMENT. The City of Garden City, Kansas, continues to operate under the Commission-Manager form of government, as codified in L. 2015, ch. 88, sec. 10 through 12, and pursuant to all existing ordinances and charter ordinances relating to its form of government.

Section 2. GOVERNING BODY; TRANSITION TO NOVEMBER ELECTIONS. Those Governing Body positions with terms that would have expired in April 2017, shall expire on the second Monday in January 2018, when the city officials elected in the November 2017 general election take office. Those Governing Body positions with terms that would have expired in April 2019, shall expire on the second Monday in January of 2020, when the city officials elected in the November 2019 general election take office.

Section 3. GOVERNING BODY; OFFICES AND ELECTIONS. (a) The Governing Body shall consist of five (5) commissioners to be elected to terms as follows:

There shall be elected two (2) commissioners for a four (4) year term and one (1) commissioner for a two (2) year term. The candidates receiving the largest and second largest number of votes, respectively, shall be elected for a four (4) year term and the candidate receiving the third largest number of votes shall be elected for the two (2) year term. The commissioners shall be residents and qualified electors of the City of Garden City, Kansas.

(b) The next general election shall take place on the Tuesday succeeding the first Monday in November 2017, and succeeding elections will be held every two (2) years for all Governing Body positions whose terms have expired.

Section 4. VACANCY IN OFFICE. (a) In case of any vacancy from any cause in the office of any commissioner, the remaining commissioners shall, by a majority vote of all the remaining members, elect some eligible person to serve in such capacity until the next city general election. In case the remaining commissioners cannot agree to elect an eligible person through a majority vote, the city attorney shall cast the decisive vote for such appointment. The resignation of any commissioner elected under this ordinance shall be in writing to the remaining commissioners, for their action thereon. If any commissioner shall move from the territorial limits of the city, such removal shall be deemed to create a vacancy in his or her office.

(b) At the next city general election where the vacancy so filled was in a term of office that otherwise does not expire at such election, any candidate for this position at such election shall seek election for a full term of office. The general election shall be conducted so as to elect four (4) commissioners at large. There shall be elected two (2) commissioners for a four (4) year term and two (2) commissioners for a two (2) year term. The candidates receiving the largest and second largest number of votes, respectively, shall be elected for a four (4) year term, and the candidates receiving the third and fourth largest number of votes, respectively, shall be elected for a two (2) year term.

Section 5. CITY MANAGER. (a) The Governing Body shall appoint a city manager to be responsible for the administration and affairs of the city. The city manager shall serve at the pleasure of the Governing Body.

(b) The city manager shall see that all laws and ordinances are enforced. The city manager shall, along with other duties, appoint and remove all heads of departments and all subordinate officers and employees of the city.

Section 6. PUBLICATION; EFFECTIVE DATE. The ordinance shall take effect and be in full force and effect immediately following its adoption and publication as provided by law.

Passed by the Governing Body this 15th day of March, 2016.

JANET A. DOLL, Mayor

ATTEST:

CELYN N. HURTADO, City Clerk

APPROVED AS TO FORM:

RANDALL D. GRISELL, City Counselor



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Melinda Hitz, Finance Director
DATE: March 15, 2016
RE: Lease Purchase Financing

ISSUE:

Governing Body consideration and approval of lease purchase financing for Police Department equipment.

Resolution No. _____ - 2016, a resolution authorizing the City of Garden City to enter into a Municipal Lease/Purchase Agreement (Lease No. 1000880-004) for Police Department Equipment with Commerce Bank NA.

BACKGROUND:

The Police Department has ordered six (6) patrol vehicles from Burtis Motors to be lease purchase financed over three (3) years and one (1) armored rescue vehicle from Lenco to lease purchase financed over seven (7) years.

The City has received two local interest rate quotes as follows.

1) Commerce Bank
3 Year 1.98%
7 Year 2.18%

2) Western State Bank
3 Year 3.2%
7 Year 3.5%

ALTERNATIVE:

- 1) Award lease purchase financing to Commerce Bank.
- 2) Pay from cash balance and amend 2016 budget to reflect total cost.

RECOMMENDATION:

Staff recommends the lease purchase financing option with Commerce Bank, approval of the resolution, and approval for the Mayor to sign the lease purchase documents.

FISCAL NOTE:

The lease purchase payments are adequately funded in the 2016 budget.

ATTACHMENTS:

Description	Upload Date	Type
Resolution	3/9/2016	Backup Material
Rate Quotes	3/9/2016	Backup Material
Equipment Bids	3/9/2016	Backup Material

RESOLUTION NO. _____-2016

A RESOLUTION AUTHORIZING THE CITY OF GARDEN CITY TO ENTER INTO A MUNICIPAL LEASE/PURCHASE AGREEMENT (LEASE NO. 1000880-004) FOR POLICE DEPARTMENT EQUIPMENT WITH COMMERCE BANK, na.

The undersigned, being the officer identified below of The City of Garden City, Kansas (the "Lessee"), hereby certifies that the following is a true and correct copy of a resolution adopted by the Governing Body of the Lessee at a meeting duly held on March 15, 2016.

WHEREAS, in order to facilitate the acquisition of certain equipment for use by the Lessee and to pay the cost thereof, it is necessary and desirable for the Lessee to enter into a State & Municipal Lease/Purchase Agreement (together with all Exhibits and Schedules, the "Lease") with Commerce Bank, NA(together with its successors and assign, the "Lessor", pursuant to which the Lessee will lease the Equipment from the Lessor with an option to purchase; and

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the Lessee, as Follows:

SECTION 1. Approval of the Lease. The Lease is hereby approved in substantially the forms submitted to and reviewed by the Governing Body of the Lessee on the date hereof, with such changes therein as shall be approved by the following officer of the Lessee, said officer's execution thereof to be conclusive evidence of the approval thereof:

<u>Title</u>	<u>Printed Name</u>	<u>Signature</u>
<u>Mayor</u> _____	<u>Janet A. Doll</u> _____	_____

Said officer is hereby authorized and directed to execute and deliver the Lease on behalf of and as the act and deed of the Lessee, and to affix the seal of the Lessee, if applicable.

SECTION 2. Further Authority. The Lessee shall, and the officials and agents of the Lessee are hereby authorized and directed to, take such action, expend such funds and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this resolution and to carry out, comply with and perform the duties of the Lessee with respect to the Lease and the Equipment.

I further certify that the foregoing Resolution has not been modified, amended or repealed and is in full force and effect as of the date hereof.

WITNESS my hand this 15th day of March 2016

Lessee: The City of Garden City, Kansas

Janet A. Doll, Mayor

ATTEST:

Celyn N. Hurtado, CITY CLERK



Commerce Bank

Member FDIC

8000 Forsyth Boulevard
St. Louis, Missouri 63105-1797
(314) 746-3678

03/07/2016

Ms. Melinda Hitz
Finance Director
City of Garden City
301 N. 8th Street, P.O. Box 998
Garden City, KS 67846

Dear Ms. Hitz:

On behalf of Commerce Bank, we would like to offer the following lease-purchase proposal for your consideration:

Type of Financing: A tax-exempt, State and Municipal Lease/ Purchase Agreement (the "Lease").

Lessor: Commerce Bank

Lessee: City of Garden City, KS

Equipment:
1) Lenco Bear Cat G-3, 4WD
2) Six (6) New 2016 Interceptor utility patrol vehicles
**May be blended/combined under one Lease at the City's preference.*

Total Finance Amount:
1) \$292,000.00
2) \$185,136.00

Commencement Date: On or before 04/08/2016

Base Term:
1) 7 years (actual 74 months)
2) 3 years (actual 26 months)

Interest Rate:
1) 7 year – 2.18% fixed, rate locked until 04/08/2016
2) 3 year – 1.98% fixed, rate locked until 04/08/2016

Payment Amount:
1) \$44,587.48 (7 payments, first due 06/01/2016)
2) \$63,088.50 (3 payments, first due 06/01/2016)

Payment Frequency: Annual/Arrears
**The first payment is due 06/01/2016.*

Documentation: Shall be provided by Lessor. Funding of the Lease is contingent, in part; upon receipt and review by Lessor of executed Lease documentation in form acceptable to Lessor and Lessee.

Interest Rate Adjustment: The above quoted interest rate is based on a spread over the Three (3) and Seven (7) year Interest Rate Swaps as quoted in the Federal Reserve Statistical Release H.15 (the "Index"). For Purposes of this proposal, as of 03/07/2016 the Three (3) year interest rate swap is 1.08%, and the Seven (7) year interest rate swap is 1.53%.

In the event the transaction does not close by 04/08/2016, Lessor reserves the right, but has no obligation, to adjust the Interest Rate after 04/08/2016 based on changes in the Index between the Quote Date and the Commencement Date. The adjustment, if made, would preserve Lessor's original lease investment assumption on a nominal pre-tax yield basis.

Early purchase Option: In the event Lessee desires to prepay this lease, they may do so in whole, but not in part at par. There is no prepayment penalty on the financing.

General Terms: This financing structure, rate and payment are based on the Transaction being designated as Tax Exempt and Bank Qualified under the IRC Section 103 and 265 b (3). The Lessee does not intend to issue more than \$10 million dollars in tax-exempt obligations in the current calendar year.

Titles/Liens: Lessor shall have a perfected security interest in the Equipment.

Non-appropriation: The Lease shall provide for Lessee to terminate the agreement at the end of any fiscal period if insufficient funds are available to make the scheduled Rental Payments due in the following fiscal period.

Escrow: Upon closing, funds shall be disbursed into an escrow account to be maintained by Commerce Trust as escrow agent. Upon final delivery and acceptance of all of the equipment, and receipt of Lessee's authorization to release funds, escrow agent shall disburse payment to the vendors. Terms, conditions, and procedures regarding escrow and escrow agreement are subject to mutual approval by Lessee and Lessor. It is intended that the interest earnings on un-disbursed funds shall accrue for the benefit of Lessee. An escrow account shall be established at Commerce Trust. There is a **\$250.00 fee** for the escrow account. Commerce Trust does assess a cash management fee which is deducted from the Escrow Earnings.

Net Lease: The lease shall be a net lease in all respects, and Lessee shall be responsible for all fees, charges, assessments or other costs and expenses of every nature whatsoever arising from the lease of the Equipment.

Not a Commitment: The terms set forth herein reflect a proposed, preliminary structure and are subject to final credit approval by Commerce Bank and the negotiation of mutually acceptable documentation. These terms are being provided to the Lessee with the understanding that neither the terms nor their substance shall constitute a definitive agreement or an exhaustive statement of all terms and conditions which may ultimately be included in a transaction among Lessee and Lessor. This is a proposal only and not a commitment to lend. Final approval and funding of the transaction is based on a formal credit review by Lessor, including final lease documentation acceptable to both Lessee and Lessor.

This proposal is not intended to, and does not create, in any way, a legally binding or any other type of commitment or obligation on the part of Commerce Bank, or any of its/their subsidiaries, and/or any of its/their employees. Information regarding this proposal, including the financial statements of Lessee necessary to complete the credit process, may be provided to third party funding sources in either written or electronic format.

The representative shown below is "not" a Municipal advisor, financial advisor, agent or fiduciary to any person or entity. The Bank and its representatives are responding to an RFP issued by the Lessee. Lessee acknowledges that it is entitled to engage municipal advisory services should it elect to do so. Commerce Bank is acting for its own loan account; this communication consists solely of general information under which Commerce Bank may be willing to fund a loan. Thank you for the opportunity to offer this proposal. We appreciate your consideration and look forward to your favorable response. Should you have any questions, please do not hesitate to contact us.

Respectfully submitted,



Gabriel Gallardo
Business Banking Relationship Manager
Phone: 620-276-5674
gabriel.gallardo@commercebank.com



Frank D. Hill
Officer of Clayton Holdings, LLC
Senior Vice President, Tax Exempt-Leasing -Commerce Bank
Phone: 785-587-1541
frank.hill@commercebank.com



WESTERN STATE BANK

"Quality Tradition You Can Trust"

February 18, 2016

City of Garden City
301 N. 8th Street
P.O. Box 998
Garden City, KS 67846

To Whom it may concern:

This letter represents a conditional lease approval commitment from Western State Bank to the City of Garden City for a municipal lease under the following terms.

Borrower:	City of Garden City
Loan amount:	\$ 292,000.00 (A) Lenco Bearcat 4WD \$ 185,136.00 (B) 6 2016 Patrol Vehicle Interceptors
Term:	7 years (A) 3 years (B)
Interest Rate:	3.5% fixed rate for 7 years (A) 3.2% fixed rate for 3 years (B)
Repayment:	Annual Principal and Interest.
Fees:	None.
Collateral requirements:	Proof of insurance coverage for the equipment listed above.
Other Loan Requirements	None.

Western State Bank is pleased to have the opportunity to support you in this transaction and looks forward to continuing a long and mutually beneficial relationship. If you accept the terms and conditions of this commitment, please sign below and return to me as soon as possible. If you have, any questions or comments please feel free to contact me at 620 275-4128.

Sincerely,

Steve Harkness
Western State Bank

Accepted this ____ day of ____ 2016

By: _____

By: _____



MEMORANDUM

TO: Governing Body
THRU:
FROM: Michael D. Utz, Chief of Police
DATE: January 19, 2016
RE: Approval for Purchase of Police Patrol Vehicle
 The purpose of this memorandum is to seek approval for the purchase of Six (6) Police Patrol Vehicles and One (1) unmarked vehicle for the Garden City Police Department.

ISSUE:

Each year the Police Department has to replace / update our vehicle fleet and entertains a competitive bidding process in order to seek out the best use of our budget.

BACKGROUND:

The bids were requested from five different vendors. The bids were opened on the 15th and 21st of December 2015 at 2:00pm. In the interest of seeking the best value for the City of Garden City, bids were sent to several different vendors. The table below details the vendors and the bids that were received from each:

Patrol Vehicles

Vendor	Location of Vendor	Net Cost to City(Per Vehicle)	Delivery Time	Exceptions and Comments
Burtis Motor Company	Garden City, Kansas	\$30,856	8-10 Weeks	2016 Ford Police Interceptor Utility **Winning Bid** with local vendor clause
Lewis Ford	Dodge City, Kansas	NO BID REC'D	NO BID REC'D	NO BID REC'D
Mel Hamilton Ford	Wichita, Kansas	NO BID REC'D	NO BID REC'D	NO BID REC'D
Olathe Ford	Olathe, Kansas	NO BID REC'D	NO BID REC'D	NO BID REC'D
KHP Partners / GSA Auto	Internet	\$30,715	12 Weeks	2016 Ford Police Interceptor Utility

\$185,136
3yr

Unmarked Vehicle

Vendor	Location of Vendor	Net Cost to City (Per Vehicle)	Delivery Time	Exceptions and Comments
Burtis Motor Company	Garden City, Kansas	\$30,856	8-10 Weeks	2016 Ford F-150 **Winning Bid
Lewis Automotive	Garden City, Kansas	NO BID REC'D	NO BID REC'D	NO BID REC'D
Mel Hamilton Ford	Wichita, Kansas	NO BID REC'D	NO BID REC'D	NO BID REC'D
Olathe Ford	Olathe, Kansas	NO BID REC'D	NO BID REC'D	NO BID REC'D
Western Motors	Garden City, Kansas	NO BID REC'D	NO BID REC'D	NO BID REC'D

Legacy Auto	Garden City, Kansas	\$32,175	6-8 Weeks	2016 Dodge Ram 1500
KHP Partners / GSA Auto	Internet	* \$25,989 ** \$31,497 *** \$31,872	12 Weeks	* Dodge Ram 1500 (Does Not Meet Specs) ** GMC 1500 *** Ford F-150

ALTERNATIVE:

1. Approve the winning bid from Burtis Motor Company.
2. Reject the winning bid and begin the bid process again.

RECOMMENDATION:

The Police Department Staff recommends Governing Body consideration and approval for the purchase of six (6) Ford Police Interceptor Utility Vehicles and one (1) Ford F-150 Pickup through Burtis Motor Company.

FISCAL NOTE:

The total winning bid for six (6) Patrol Vehicles is \$185,136.00 financed over three years.
The winning bid for one (1) Unmarked Vehicle is \$30,856.00 and will be purchased outright.

The following general ledger accounts will be utilized:

- GL Account Number 005-17-000-5252
- GL Account Number 001-12-121-6100.16 (New Equipment – Vehicles)
- GL Account Number 011-12-000-3430 (Local Forfeiture Fund) – *F-150 Only*
- GL Account Number 010-12-000-3430 (DEA Forfeiture Fund) – *F-150 Only*

ATTACHMENTS:

Description	Upload Date	Type
Police Patrol Vehicle Bids	1/12/2016	Backup Material
Police Unmarked Vehicle Bids	1/12/2016	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Police Chief	Utz, Mike	Rejected	1/12/2016 - 3:49 PM
Police Chief	Carrasco, Lupe	Approved	1/12/2016 - 3:56 PM
Police Chief	Utz, Mike	Approved	1/12/2016 - 4:13 PM

**MEMORANDUM**

TO: Governing Body
THRU:
FROM: Michael D. Utz, Chief of Police
DATE: January 19, 2016
RE: Approval for the purchase of New Armored Rescue Vehicle
 The purpose of this memorandum is to seek Governing Body consideration and approval for the new armored rescue vehicle (BearCat).

ISSUE:

The Police Department is requesting Governing Body consideration of accepting the sole source bid from Lenco for the following vehicle:

Lenco BearCat G-3, 4WD, 6.7L Turbo Diesel

BACKGROUND:

The Police Department's aging armored vehicle is over 30 years old. The age of this vehicle has become an issue on several different operations during which the vehicle suffered mechanical failures that prevented it from being used during said operation. This lack of reliability has also led to the Police Department deeming the vehicle not worthy of highway travel. Furthermore, the ballistic protection offered by our current vehicle is minimal and fails to address current trends of criminals using rifles.

This vehicle and the numerous limitations was discussed during budget deliberations and the estimated lease payment is part of the 2016 Budget.

ALTERNATIVE:

1. Approve the sole source bid from Lenco.
2. Disapprove the purchase of this vehicle.

RECOMMENDATION:

Police Department Staff recommends approving the sole source bid from Lenco

FISCAL NOTE:

The purchase of this vehicle will be financed over 7 years. At the 02 February 2016 Commission Meeting, the the lease purchase quotes will be presented for approval. Payments will be approximately \$42,500.00, and is included in the 2016 Budget.

ATTACHMENTS:

Description	Upload Date	Type
Picture	1/12/2016	Backup Material
Sole Source Information	1/12/2016	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Police Department	Utz, Mike	Approved	1/12/2016 - 3:19 PM



Protecting Our Nation's Defenders™

10 Betnr Industrial Drive – Pittsfield, MA 01201
 PH (413) 443-7359 – FAX (413) 445-7865

Quotation 12583

Quotation Date: 07/28/2015
Tax ID #: 04-2719777

GALKS Garden City Police Department 304 N 9th St. Garden City, KS 67846	Estimated Completion Date: Approx 210+ Days ARO	F.O.B.: Garden City, KS
	Payment Terms: <i>Lenco GSA Contract GS-07F-0390M 1122 Program</i> <i>Lenco Does Not Collect Tax or Register Vehicles with DMV</i>	
	Inspection & Acceptance: At Lenco Factory, Pittsfield, MA	

Terms and Conditions: Net 30 Days -- Transfer of Certificate of Origin Upon Receipt of Payment

Item:	Product #	Commercial	Net Price
Lenco BearCat (4WD, Rotating Hatch; Counter Balanced) US State Department Armor Level E	BC55003	\$207,698.00	\$198,793.00
Options:			
BearCat G3 4-Wheel Off-Road Upgrade Pkg w/Run-Flats	BC3WOFFRD	36,003.00	34,958.00
Diesel Engine, 6.7L Turbo	BCDLEN	8,494.00	8,130.00
4-Door Configuration (Rear Flip Seats Included)	BC4DR	8,210.00	7,858.00
Back up Camera System with Monitor	BCBU	2,400.00	2,297.00
Intercom System; Inside to Outside	BCINT	3,000.00	2,871.00
Rear A/C-Heating System: Auxiliary	BCAC	2,000.00	1,914.00
Front Mounted Receiver with Ram Post and Plate	BCFRAM	4,700.00	4,499.00
Hydraulic Ram Upgrade	BCHYDRAM	5,725.00	5,480.00
Gas Injector Unit	BCGIU	7,147.00	6,841.00
Electric Power Heated Mirrors	BCMIR	1,576.00	1,508.00
Whelen LED Liberty Light Bar	BCLED	<u>3,055.00</u>	<u>2,924.00</u>
Net Savings \$11,935		\$290,008.00	\$278,073.00
		FOB Garden City, KS	\$8,000.00
Total Cost of (1) Lenco BearCat FOB Garden City, KS			<u>\$286,073.00</u>
	<i>Radio - Add</i>		<i>6,000.00</i>
	<i>Total</i>		<i>292,073</i>

Specifications Subject to Change **PROPRIETARY**

WARNING: Information Subject to Export Control Laws
 The technical data in this document is restricted by the Arms Export Control Act (Title 22, U.S.C., Sec 2751, et seq.) or the Export Administration Act of 1979, as amended, Title 50, U.S.C., App. 2401 et seq. and which may not be exported, released or disclosed to non-U.S. persons (i.e. persons who are not U.S. citizens or lawful permanent residents ["green card" holders]) inside or outside the United States, without first obtaining an export license. Violations of these export laws are subject to severe civil, criminal and administrative penalties.

THE WRITTEN APPROVAL OF THE DIRECTORATE OF US DEFENSE TRADE CONTROLS AND LENCO INDUSTRIES, INC. MUST BE OBTAINED BEFORE RESELLING, TRANSFERRING, TRANSSHIPPING, OR DISPOSING OF A DEFENSE ARTICLE TO ANY END USER, END USE OR DESTINATION OTHER THAN AS STATED ON THIS LENCO QUOTE OR THE SHIPPER'S EXPORT DECLARATION IN CASES WHERE AN EXEMPTION IS CLAIMED UNDER THIS SUBCHAPTER ITAR 123.9(A).

WE ARE PLEASED TO SUBMIT THE ABOVE QUOTATION FOR YOUR CONSIDERATION. SHOULD YOU PLACE AN ORDER, BE ASSURED IT WILL RECEIVE OUR PROMPT ATTENTION. THIS QUOTATION IS VALID FOR 30 DAYS. THEREAFTER, IT IS SUBJECT TO CHANGE WITHOUT NOTICE

ACCEPTANCE OF PROPOSAL — The above prices are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above

Authorized Signature _____ **Authorized Signature** _____

Please sign and return *Thank You*

LENCO INDUSTRIES INC.
James J. Massery
James J. Massery





MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Jacob M. Cunningham, Assistant City Attorney
DATE: March 15, 2016
RE: Pedicab Ordinance

ISSUE:

Governing Body is asked to consider and approve the proposed ordinance regulating the use and operation of pedicabs in the City of Garden City, Kansas.

Ordinance No. _____-2016, an ordinance providing for the licensing and operation of pedicabs within the City of Garden City, Kansas; creating new article IV and new Code Sections 98-104, 98-105, 98-106, and 98-107, all to the Code of Ordinances of the City of Garden City, Kansas.

BACKGROUND:

The Executive Director of the Finney County Preservation Alliance, Brian Nelson, indicated a desire to operate a fleet of pedicabs in the downtown area with the proceeds from their use being used to benefit his organization. In an effort to ensure that the operation of pedicabs are safe for the operators, passengers and public at large, the proposed ordinance sets forth a number of guidelines and requirements for an entity to meet prior to and during their operation of pedicabs in the City. An image of a pedicab is attached to this Memorandum as Exhibit "A".

Of particular note, are the following requirements and restrictions concerning the operation of pedicabs:

- Any operator of a pedicab shall file an application for and, prior to operation, must receive an annual license to operate their pedicab(s);
- In conjunction with filing the application with the City Clerk, the operator will pay an annual license fee of \$15 per pedicab in operation;
- Pedicab operation will be bound by all the rules and regulations enumerated in the Standard Traffic Ordinance for Kansas Cities, adopted annually by the City;
- Pedicab operation will be restricted to city streets wherein the speed limit is 30 m.p.h. or less; no operation on highways shall be permitted (the exception being the portion of Highway 83/Main Street south of Kansas Avenue and north of Fulton Street);
- Pedicabs will not be allowed to operate on sidewalks;
- Pedicabs shall be equipped with, among other things, the slow moving vehicle emblem, a functioning seatbelt for each passenger seat, functioning headlight, taillights and turn signals;

- Operators are required to maintain commercial vehicle liability insurance with primary bodily injury limits of at least \$250,000 per person, \$500,000 per occurrence and primary property damage of \$100,000 per occurrence; and
- If an operator (or an unlicensed operator) is cited for a failure to abide by these requirements, it will result in the citation and prosecution of the offense as a class C offense.
- The sitting governing body reserves the right to revoke or suspend an operator's license, upon proper notice, for any of the following reasons:
 - o Filing a false or misleading application;
 - o Permitting the licensed pedicab to be used for unlawful purposes;
 - o Nonpayment of any license fee;
 - o Violating any of the provisions of this article;
 - o Undesirable business practices or improper conduct of employees or agents of licensees; and
 - o Refusal to accept passengers.

The above requirements, along with those delineated in the proposed ordinance, were reviewed and approved by Chief Utz (along with his staff) of the Garden City Police Department ("GCPD"). GCPD's approval and understanding of the proposed ordinance's regulations are of the utmost importance as they will be the agency charged with enforcement of the same.

ALTERNATIVE:

Pass the ordinance as proposed.

1. Request amendments to the ordinance and reconsider it at a later meeting date, subject to those requested amendments; or
2. Reject the proposed ordinance.

RECOMMENDATION:

It is the recommendation of the Assistant City Attorney, Jacob Cunningham, that the Governing Body pass the ordinance as proposed.

FISCAL NOTE:

It is unknown how many licenses will be pursued at this time. Given the relatively nominal amount of the license fee (i.e. \$15.00) the fiscal note appears to be nominal.

ATTACHMENTS:

Description	Upload Date	Type
Exhibit A - Pedicab picture	3/9/2016	Backup Material
Pedicab Ordinance	3/9/2016	Ordinance

EXHIBIT "A"



ORDINANCE NO. _____-2016

AN ORDINANCE PROVIDING FOR THE LICENSING AND OPERATION OF PEDICABS WITHIN THE CITY OF GARDEN CITY, KANSAS; CREATING NEW ARTICLE IV AND NEW CODE SECTIONS 98-104, 98-105, 98-106, AND 98-107, ALL TO THE CODE OF ORDINANCES OF THE CITY OF GARDEN CITY, KANSAS

BE IT ORDAINED by the Governing Body of the City of Garden City, Kansas:

SECTION 1. New Article IV in Chapter 98 of the Code of Ordinances for the City of Garden City, Kansas, is hereby added, to read as follows:

ARTICLE IV. PEDICABS

SECTION 2. New Section 98-104 of the Code of Ordinances for the City of Garden City, Kansas, is hereby added, to read as follows:

Section 98-104. DEFINITIONS.

Unless otherwise defined in this article, all words used in this ordinance shall have the meanings ascribed to them by the Standard Traffic Ordinance for Kansas Cities, incorporated by reference in Section 86-2 of the Code of Ordinances for the City of Garden, Kansas, and amendments thereto. For the purposes of this article, the following terms have the following definitions:

- (a) *For hire* means to provide a service for any sort of payment or gratuity.
- (b) *Operator* means the individual who actually operates a pedicab, whether as the owner, an employee of the owner, or as an independent contractor.
- (c) *Owner* means any person who owns, leases, or otherwise has a legal right to possession of a pedicab.
- (d) *Pedicab* means a vehicle upon which a person may ride, whether alone or with a trailer that:
 - (1) has two or more wheels;
 - (2) is propelled exclusively by human power; and
 - (3) is utilized to carry passengers for hire.
- (e) *Slow-moving vehicle emblem* has the same meaning as contained in K.S.A. 8-1717 and amendments thereto.

SECTION 3. New Section 98-105 of the Code of Ordinances for the City of Garden City, Kansas, is hereby added to read as follows:

Section 98-105. PENALTY.

Except as otherwise provided in this article, a violation of any of the provisions of this article is a class C offense, punishable as provided in Section 1-8.

SECTION 4. New Section 98-106 of the Code of Ordinances for the City of Garden City, Kansas, is hereby added to read as follows:

Section 98-106. OPERATION OF PEDICABS

(a) Licenses and permits required.

- (1) It shall be unlawful for any operator of a pedicab to operate a pedicab without possessing a currently effective operator's permit issued pursuant to this article.
- (2) It shall be unlawful for any owner of a pedicab to use or allow the pedicab to be used for the carrying of passengers for hire unless the owner possesses a currently effective owner's license issued pursuant to this article for that pedicab and that license is posted as required by this article.
- (3) No person shall operate a pedicab on any public highway, street, road or alley within the corporate limits of the City of Garden City unless such person has a valid driver's license issued by the authority of the State of Kansas or another of the United States.

(b) Operation.

- (1) All rules of operation set forth in this section shall be supplemental to all other laws or regulations that apply to the operation of the specific type of vehicle being operated, including but not limited to those set forth in the Standard Traffic Ordinance for Kansas Cities as incorporated by reference in Section 86-2 of this Code, and amendments thereto, and all other applicable provisions of this Code. In the case of conflict between this article and any other law or regulation, the more restrictive of the conflicting laws or regulations shall control.
- (2) No pedicab shall be operated on any interstate highway, federal highway or state highway; provided, however, that the provisions of this subsection shall not prohibit a pedicab from crossing a federal or state highway, nor shall it preclude a pedicab from being operated on the portion of North Main Street which is south of Kansas Avenue and north of Fulton Street.
- (3) No pedicab shall be operated on any public highways, streets, roads or alleys within the corporate limits of the City of Garden City with posted speed limits greater than 30 miles per hour; provided, however, that the provisions of this subsection shall not prohibit a pedicab from crossing any public highways, streets, roads and alleys within the corporate limits of the City of Garden City with posted speed limits greater than 30 miles per hour.
- (4) No pedicab shall be stopped on any public highways, streets, roads or alleys within the corporate limits of the City of Garden City with posted speed limits greater than 30 miles per hour to pick up passengers.
- (5) No pedicab shall be operated in a pedicab-restricted zone.
- (6) It is unlawful for any person propelling a pedicab to ride other than on a permanent and regular seat attached to the pedicab.

- (7) No pedicab that is being ridden by any person may be pushed or towed by a motor vehicle.
- (8) No pedicab may push or tow another vehicle or pedestrian who is not a current passenger of the pedicab.
- (9) It is unlawful for any operator of a pedicab to carry at any one time a number of persons in excess of the number of seats available.
- (10) It is unlawful for any person to operate a pedicab on a sidewalk.
- (11) It is unlawful for any person to operate a pedicab and fail to exercise due care to avoid colliding with any public or private property, pedestrian or other vehicle.
- (12) It is unlawful for any person to operate a pedicab while under the influence of alcohol or drugs if it would be a violation of Kansas law for the person to operate a commercial motor vehicle while holding a commercial drivers license while under the influence of alcohol or drugs to an equivalent extent.
- (13) It is unlawful to operate, stop or park a pedicab in a manner that unreasonably obstructs pedestrian or vehicular traffic.
- (14) It is unlawful to operate a pedicab without all equipment required by this article.
- (15) It is unlawful to operate a pedicab with any equipment prohibited by this article.

(c) Insurance requirements

- (1) Every owner of a pedicab shall obtain commercial vehicle liability insurance coverage from an insurance company lawfully operating in the State of Kansas in the following amount:
 - (a) Primary bodily injury with limits of at least \$250,000 per person, \$500,000 per occurrence and primary property damage with limits of at least \$100,000 per occurrence; or
 - (b) Combined single limits of at least \$500,000 per occurrence.
- (2) It shall be unlawful for any person to operate a pedicab without the insurance coverage required by this section.

SECTION 5. New Section 98-107 of the Code of Ordinances for the City of Garden City, Kansas, is hereby added, to read as follows:

Section 98-107. PEDICAB EQUIPMENT, WIDTHS AND LENGTHS

- (a) It shall be unlawful to operate a pedicab unless it is equipped with the following equipment:
 - (1) A slow moving vehicle emblem on the rear of the vehicle. The slow-moving vehicle emblem shall be mounted and displayed in compliance with K.S.A. 8-1717 and amendments thereto;
 - (2) A functioning seatbelt for each passenger seat;

- (3) A functioning lamp on the front which emits a white light visible from at least 500 feet of the front of the pedicab, mounted not less than 24 inches nor more than 54 inches from the ground;
 - (4) At least two functioning tail lights mounted to the rear of the pedicab. At least one light shall be mounted on each side of the rear of the pedicab's passenger compartment at a height of not less than 15 inches nor more than 54 inches. Each tail light shall emit a red light capable of being seen from a distance of not less than 500 feet;
 - (5) Functioning electric turn signal lamps that shall indicate an intention to turn by flashing lights showing to the front and rear of the vehicle. They shall be mounted at the same level, spaced as far apart laterally as possible, and when signaling shall emit an amber light. The lights must be capable of being seen at a distance of at least 500 feet in normal sunlight;
 - (6) Functioning hydraulic, mechanical disc or drum brakes;
 - (7) A clearly visible manufacturer's serial number or identification number that has not been altered or defaced; and
 - (8) The trade name of the owner of the pedicab and the pedicab number assigned by the City in plain, legible letters visible to the public that are not less than two inches in height.
- (b) It shall be unlawful to operate the pedicab equipped with any of the following equipment:
- (1) More than one trailer;
 - (2) Any sound amplification device that is plainly audible from a distance of 50 feet or more; and
 - (3) Any siren or whistle.
- (c) It is unlawful to operate a pedicab that exceeds the following dimensions:
- (1) 55 inches in width; and
 - (2) 10 feet in length.

SECTION 6. New Section 98-108 of the Code of Ordinances for the City of Garden City, Kansas is hereby added to read as follows:

Section 98-108. OWNER'S LICENSE.

- (a) Any license issued pursuant to this section is issued to a single pedicab and is not transferable.
- (b) Application for a pedicab owner's license shall be made to the City Clerk on a form provided by the City Clerk for that purpose. Only the owner or lessee of a pedicab may make application. The application shall include:

- (1) The full legal name, birth date and place of birth of the applicant;
- (2) The applicant's trade name;
- (3) The applicant's current address, business mailing address, and telephone number;
- (4) Whether the pedicab is owned or leased;
- (5) A description of the pedicab design, make, model and manufacturer's serial or identification number, and seating capacity;
- (6) Proof that the pedicab meets the insurance requirements of this article;
- (7) A digital photograph of the pedicab of a format and type and on media approved by the City Clerk;
- (8) Whether the applicant has previously been licensed under this article, and whether any previous licenses have been revoked;
- (9) A copy of applicant's government issued photo identification;
- (10) A copy of the applicant's fare schedule;
- (11) A description of the routes over which the owner intends to operate the pedicab;
- (12) Whether the applicant has ever been convicted of a felony or misdemeanor, and the details of any such conviction; and
- (13) Any other information the City Clerk determines would be helpful to determine the applicant's eligibility, provided requesting such information is not unlawful and is consistent with the intent of this article.

(a) License standards

The City Clerk shall review the application, and shall issue a license for the pedicab within ten business days unless:

- (1) The applicant filed an incomplete application or materially misstated any fact during the application process;
- (2) The applicant has been convicted of any crime of dishonesty in the last three years;
- (3) The applicant has not met the insurance requirements of this article; and
- (4) The pedicab that the permit is applied for does not meet the standards for lawful operation under this article.

(b) Fees

The fee for a pedicab license, which must be paid before a license will issue, is \$15.00.

(c) License issuance and display

The license issued pursuant to this section shall include an individual and unique license number, and shall expire on December 31 of the next year following their issuance. Such license shall be displayed on or in the pedicab in an area that is clearly visible to its passengers.

SECTION 7. New Section 98-109 of the Code of Ordinances for the City of Garden City, Kansas, is hereby added, to read as follows:

Section 98-109. CIVIL LIABILITY.

Nothing in this article shall be construed as relieving or lessening the liability of any person conducting operation under the provisions of this article for damages to any property or any person, nor shall the City be held as assuming any liability by reason of the inspection authorized herein, licenses issued pursuant to the provisions hereof, or for failure to provide the services herein described.

SECTION 8. New Section 98-110 of the Code of Ordinances for the City of Garden City, Kansas, is hereby added, to read as follows:

Section 98-110. RULES AND REGULATIONS.

The city manager, under the authorization of the governing body, is hereby authorized to make and publish rules and regulations to govern the use of streets and alleys of the City by the licensees herein, and to regulate the rates of fare charged for the use of pedicabs.

SECTION 9. New Section 98-111 of the Code of Ordinances for the City of Garden City, Kansas is hereby added, to read as follows:

Section 98-111. TRANSFER OR ASSIGNMENT.

No license issued pursuant to the provisions of this article shall be assignable or transferable.

SECTION 10. New Section 98-112 of the Code of Ordinances for the City of Garden City, Kansas is hereby added, to read as follows:

Section 98-112. SUSPENSION OR REVOCATION.

(a) The governing body may permanently revoke or suspend for any period of time, a license issued pursuant to this article for any of the following reasons:

- (1) Filing a false or misleading application;
- (2) Permitting the licensed pedicab to be used for unlawful purposes;
- (3) Nonpayment of any license fee;
- (4) Violating any of the provisions of this article;
- (5) Undesirable business practices or improper conduct of employees or agents of licensees; and

(6) Refusal to accept passengers.

- (b) Prior to any revocation or suspension, the governing body, upon at least five days' written notice, shall conduct a hearing and decide whether to revoke or suspend such license. Such hearing may be continued from time to time to obtain witnesses or to gather any information necessary by the governing body. In the case of the revocation of the license, no new license shall be issued to such person or any person acting for on such person's behalf for a period of six (6) months. In the case of either revocation or suspension, no refund of any license fee shall be made.

SECTION 11. If any section, clause, sentence, or phrase of this ordinance is found to be unconstitutional or is otherwise held invalid by any court of competent jurisdiction, it shall not affect the validity of any remaining parts of this ordinance.

SECTION 12. This ordinance shall be in full force and effect from and after its publication in the Garden City Telegram, the official city newspaper. The effective date of the pedicab ordinance shall be the _____ day of _____, 2016.

APPROVED AND PASSED by the Governing Body of the City of Garden City, Kansas, this _____ day of _____, 2016.

JANET A. DOLL, Mayor

ATTEST:

CELYN N. HURTADO, City Clerk

APPROVED AS TO FORM:

RANDALL D. GRISELL, City Counselor



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Kaleb Kentner, Neighborhood & Development Services Director
DATE: March 15, 2016
RE: Motor vehicle nuisance at 2005 N Main St.

ISSUE:

Resolution No. _____-2016, a resolution authorizing the removal of motor vehicle nuisances from certain properties in the City of Garden City, Kansas, pursuant to Section 38-63 of the Code of Ordinances of the City of Garden City, Kansas. (2005 N Main St - Silver Sentra)

BACKGROUND:

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

The residents of 2005 N Main St have been notified pursuant to Section 38-63 of the Code of Ordinances and have neither abated the nuisance conditions nor requested a hearing before the Governing Body.

ALTERNATIVE:

1. The Commission may elect to pass the attached resolution.
2. The Commission may elect to not pass the attached resolution.

RECOMMENDATION:

Staff recommends approval of the resolution.

FISCAL NOTE:

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

ATTACHMENTS:

Description	Upload Date	Type
3/15/2016 Motor Vehicle Nuisance	3/9/2016	Cover Memo

RESOLUTION NO. _____

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

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

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

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

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

2005 N. Main St. - Inoperable and/or unregistered vehicle- Silver Sentra

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

PASSED AND APPROVED by the Governing Body of the City of Garden City, Kansas, on this 15th day of March, 2016.

Janet A. Doll, MAYOR

ATTEST:

Celyn N. Hurtado, CITY CLERK

2005 N. Main St



Old Business

New Business



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Ashley Freburg, Staff Liaison
DATE: March 15, 2016
RE: 2016 Community Grant Funding

ISSUE:

The Governing Body is asked to consider and approve the distribution of Community Grant Funds as recommended by the Alcohol Fund Advisory Committee.

BACKGROUND:

The Alcohol Fund Advisory Committee serves as the Community Grant Selection Committee and has provided the Governing Body with a set of recommendations for distributing Community Grant funds in 2016. AFAC members are Kevin Bascue, Susan Escareno, and Verna Weber.

The City Commission authorized up to \$30,250 in the FY 2016 Budget for the Community Grant. Nineteen agencies submitted applications for the 2016 Community Grant with requests totaling \$83,767. The Committee recommends awarding \$30,158 in grant funds to nine agencies as follows:

Agency	Amount Requested	Amount Recommended
Bad Boyz Boxing	\$ 2,000	0
Communities in Schools	\$ 5,000	\$ 4,300
Community Mexican Fiesta**	\$ 2,000	0
Families Together	\$ 1,500	\$ 750
Finney County Committee on Aging	\$ 6,000	\$ 5,000
Finney County RSVP	\$ 3,000	\$ 1,800
Friends of Garden City Arts***	\$ 5,000	0
Genisis Family Health*	\$ 1,500	0
Garden City Habitat for Humanity	\$ 3,000	\$ 1,500
Garden City Storm	\$ 1800	0
Girl Scouts	\$ 5,000	\$ 3,350
Kansas Children's Service League	\$ 5,858	\$ 5,858
Kansas Kruisers	\$ 2,500	0
Kansas State Research and Extension Center	\$ 1,000	\$ 1,000
LiveWell Finney County*	\$ 2,600	0
Miles of Smiles	\$ 13,340	\$ 6,600
Moore, Tamilla	\$ 669	0
Southeast Asian Mutual Assistance		

Association*	\$ 17,500	0
Summer Playground Program*	\$ 6,500	0
Total	\$ 83,767	\$ 30,158

*Denotes organization recommended for AFAC Funds

**Denotes organization received funding for two consecutive years

***Denotes organization recommended for Art Grant Funds

ALTERNATIVE:

1. Approve the Committee's recommendation to award \$30,158 in Community Grant funds to nine agencies as outlined.
2. Alter the Committee's recommendation and award funding as the Governing Body sees fit.
3. Do not approve the Committee's recommendation and send the item back to the Committee for further review.

RECOMMENDATION:

The Committee requests the Governing Body approve their recommendation to allocate \$30,158 in 2016 Community Grants as outlined above.

FISCAL NOTE:

If approved, \$30,158 would be awarded from Fund 001-171-6165 "Social Funding."

ATTACHMENTS:

Description	Upload Date	Type
Community Grant Applications	3/9/2016	Backup Material

Bad Boyz Boxing

1622 Bancroft

Garden City, KS 67846

620/521-2015

Rgonzales1710@gmail.com

February 19, 2016

Ashley Freburg,

301 N 8th St

Garden City, KS 67846

Dear Ms. Freburg,

I am Eleanor Everett and I am on the fundraiser committee. Robert Gonzales is the owner and trainer for Bad Boyz Boxing Club, he has been keeping our children and young adults out of trouble for over 25 years. Robert has dedicated his time by being a positive role model, teaching our youth to respect themselves and others, to live right and be prominent members of our community. Robert pushes the kids to educate themselves and to continue their education. He is a very supportive person showing our children and young adults discipline, love and support. He trains each individual and pushes them beyond their limits.

Most of the youth are not able pay their monthly fees, passbook fees, hand wraps, mouthpieces, head gear and other supplies for training. Robert and his team travel to other cities and states for matches. We are requesting \$2000.00 to help our youth with supplies, travel and lodging.

We have new children and young adults wanting to join daily and be a part of our boxing family. We have parents wanting their children off the streets, out of gangs, off of drugs and alcohol so they can be productive members of our city. This has been an ongoing program and will continue for future years. Robert's goal is to continue to help the youth and teach them a positive way of life. We have received funds before in the past from Finney County Convention for our boxing match last fall.

Your funding can mean the future of a professional boxer and help our youth.

Thank you,



**City of Garden City Community Grant
Application to Request Funds**

1. Applicant

Communities In Schools of Mid-America
2721 W. 6th Street, Suite E
Lawrence, KS 66049
785-856-5190

2. Contact Person

Cathy McKinley, Affiliate Director
Communities In Schools of Mid-America at Southwest Kansas
1312 N. 7th St., Garden City, KS 67846
620-805-9800
cathy.mckinley@swks.cismidamerica.org

3. Program Requesting Funds

Communities In Schools of Mid-America at Southwest Garden City High School and Garden City Alternative Education Center Programs

4. Amount Requested: \$5,000

5. Project Description

This fall, all five CIS school site teams in Southwest Kansas identified poverty as the No. 1 challenge affecting students at their schools. Almost 65% of the students attending the Garden City High School and 100% of students at Garden City Alternative Education Center are eligible for free or reduced lunch (a key indicator that a student is living in poverty) and more than 75% of these students represent minority populations.

In the National Survey of American Teachers in May 2015, 700 teachers were asked by Communities In Schools and Public Opinion Strategies to identify and rank critical impediments to their students' education. Approximately 88% said poverty is a barrier to learning. Teachers also identified significant problems in areas that are manifestations of poverty: disruptive behavior, absenteeism and poor student health. Teachers said they spend 20 percent of their time helping students address non-educational issues. This equates to one day a week, four days a month, or almost three years of a student's 12-year secondary education career.

In communities such as Garden City, fragmented support services are spread across government agencies, nonprofits, and faith-based organizations. Students and families arrive at their doors and then receive a specific service in isolation. Within the schools, teachers and principals are overwhelmed by the emotional, social and health needs of students and are not sure where to turn. By contrast, the CIS Model enables students to be linked to a broad set of community resources that address a myriad of needs in a coordinated way, enabling teachers to teach and students to learn. The effectiveness of the CIS Model stems from the integration of three tiers of supports. CIS provides school-wide Tier I services geared towards specific school needs that the general student body can benefit from. Simultaneously, CIS Site Coordinators work with school leaders

to identify a subset of the most at-risk students, who then receive targeted and/or individualized interventions (Tiers II & III) based on their identified needs.

Communities In Schools provides services and support to students based on “The Five Basics,” which are essential for each young person to learn and thrive in our community.

THE FIVE BASICS

1. A one-on-one relationship with a caring adult
2. A safe place to grow and learn
3. A healthy start and a healthy future
4. A marketable skill to use upon graduation
5. A chance to give back to peers and community

CIS of Mid-America at Southwest Kansas works with the school staff each year to complete a needs assessment and determine what areas need to be addressed to improve the whole school environment for all students. Each site coordinator must provide at least eight whole-school programs. Whole-school programs address issues identified in the needs assessment and are offered to the majority of the student population. Whole-school programs may include basic needs services such as food pantry and clothing closets, tutoring programs, homework help, anti-bullying programs, student and parent engagement activities, and financial literacy programs.

With full-time site coordinators located at GCHS and GCAEC, CIS of Mid-America at Southwest Kansas connects students and their families to critical community resources tailored to meet the student’s and family’s needs. CIS of Mid-America at Southwest Kansas currently provides individualized case management integrated student support services to **128** at-risk students at GCHS and **every student** at GCAEC. At-risk is defined in many ways but includes students on free or reduced lunch, English Language Learner students, and students who are truant as defined by state law. In addition, the program provides at least eight whole school programs at each high school each year.

Funds provided by the City of Garden City will be used to support programs at both Garden City High School and Garden City Alternative Education Center.

6. Project or Program Goal

The goal is to continue to provide onsite services that meet individual student and whole school needs, resulting in outcomes similar or better to those of the previous school year.

Communities In Schools provides a full-time site coordinator at each of these sites. The site coordinator works with the student and the family to assess the student and family’s needs and determine the student’s barriers to success. This may include academic issues and attendance issues that are ultimately tied to other ongoing issues such as bullying, lack of transportation, substance abuse in the home, physical or mental health issues of the student or family member, low parental support for education, or the student having excessive work hours or home responsibility, e.g. caring for siblings before and after school.

The site coordinator works with the student and family to implement a plan to meet the student's and family's needs and connects them with community organizations and services needed for the student and family to be successful in school. The site coordinator checks in with the student daily, weekly or monthly as needed to keep the student on track and provides support and a positive role model that these students need.

To measure and determine program effectiveness, Communities In Schools closely monitors how its programs are impacting students. In 2014-15, Communities In Schools of Mid-America at Southwest Kansas **served 2,138 students in Garden City** schools with the help of over 50 community partners and 105 volunteers.

Of the 185 Garden City students who received Communities In Schools of Mid-America case management services,

- 95.5% stayed in school,
- 97% were promoted to the next grade,
- 84.5% had a demonstrated improvement in behavior,
- 62.5% were documented to have improved their school attendance,
- 77.5% showed academic improvement and
- 74% graduated from high school.

7. Funding Sustainability

In 2011-12, Communities In Schools in Garden City was originally funded by a one-year grant from AT&T and funding from the Fynnup Foundation for a single site coordinator at Garden City High School. During year two, the GCHS site coordinator began providing services at Garden City Alternative Education and funding was diversified to include other local foundations, businesses and individuals to replace AT&T funding.

In 2013-14, with funding from the State of Kansas, two additional site coordinators were added in Garden City schools. Funding from the Department for Children and Family was designated for a full-time site coordinator at GCHS and funds from the state general fund were established for a full-time site coordinator at HGMS.

The Kansas DCF will continue to fund the site at GCHS, however, funding will be decreased beginning with academic year 2016-17 and will continue to be reduced for the next three years.

Communities In Schools is dedicated to continuing these site coordinator positions as they serve students at the Garden City Alternative Education Center and Garden City High School who are at risk of failing in school. CIS of Mid-America at Southwest Kansas continues to develop partnerships and relationships with volunteers and funders to ensure sustainability of its programs in Garden City. Additionally, the state and national CIS organizations continue to assist with funding programs in Garden City.

8. Additional Contributors

Communities In Schools of Mid-America at Southwest Kansas received start-up funding from AT&T and the Fynnup Foundation. The program continues to receive funding from the Fynnup Foundation and, at a reduced level, from AT&T. In addition, our Garden City program has

received funding from many private individuals and small businesses, including: Finney County United Way, Sam's Club, Wal-Mart, and Western Kansas Community Foundation.

Communities In Schools will continue to build its donor and sponsor campaign which has met with much success. The program will continue to seek funding from diverse sources in the Garden City area to stabilize program funding and allow for program expansion in the future.



COMMUNITY MEXICAN FIESTA
ASSOCIATION OF GARDEN CITY
PO BOX 84
GARDEN CITY KS 67846

February 05, 2016

Directors:

Angelica Castillo Chappel
President

Jesse Nunez
Vice-President

Lizeth Garfio
Secretary

Kristi Kells
Treasurer

Committee Representatives

Salvador Castillo
Entertainment Chair

Miss Garden City Fiesta
2015 Queen

Breyanna Avila
GCCC Student

Ashley Freburg
Communications Specialist
301 N. 8th
Garden City, KS 67846

Dear Ashley,

The Garden City Community Mexican Fiesta has requested the help of the city through its *Community Grant* in the past. As you make your grant distribution decisions we hope that you keep us in mind. This year we will be celebrating the 90th Anniversary of the longest running community event of Garden City.

The Community Mexican Fiesta is a public non-profit 501 (c) (3) organization whose mission is *to celebrate Mexico's Independence from Spanish rule, to promote cultural awareness in our community and, to provide financial assistance to students hoping to attend Garden City Community College by expanding our Endowment Scholarship Fund.*

The City of Garden City has been generous in the past and has donated at the platinum level of \$2,000.00; the help that you are able to provide will help us with the planning of the event, the Miss Garden City Fiesta Pageant, entertainment, activities, etc.

On behalf of the board of directors for the Fiesta, we thank you in advance for your consideration and any help that you are able to provide, we also thank the City's employees and support for all of the help they have provided in the past to put this great event together.

If you have any further questions or if any additional information is needed, please feel free to contact myself at (620) 290-6264 or Kristi Kells, Treasurer at (620) 260-1481.

Sincerely,

Angelica Castillo Chappel
President

City of Garden City Community Grant

Families Together Inc.

Tami Allen – Program Director

1518 Taylor

Garden City, KS 67846

620-276-6364

tami@famiestogetherinc.org

Families Together Inc. is the Kansas Parent Training and Information Center serving families who have a son or daughter with a disability. We serve children ages 0-26 and our services are free. We serve families through education and training with our Parent Assistant Network and our Family to Family Health Center. Our mission is to educate, encourage, and empower parents to become effective advocates for their child. Our individual assistance and workshops help parents and professionals understand the complex systems of special education, healthcare, and community services.

Project Description: Talking about Health, Wellness and Emergencies can be difficult because no one wants to create unnecessary fear and no one wants to think that an emergency of any kind can happen to them. The reality is emergencies can strike anyone at any time. The best defense is preparation. Families who have a child with special health care needs are often overwhelmed by the many documents, doctors, case managers, medications as well as assistive technology devices that are typically required to provide their child with the supports they need to lead healthy lives. Gathering all this information during an emergency can be vital for a child's health. Often when a child with special health care needs is rushed to the hospital the siblings are often left behind because of the severity of the issues. **Families Together** would like to provide families with simple, age appropriate information to give to their child with special health care needs as well as their siblings to help better prepare for these emergencies. Information will be kept in a single bag (Comfort Bag) that children can feel comfortable carrying when the unfamiliar fear of "emergencies" arise.

Project Goal: The goal of this project is to have a "Comfort Bag" available for children with special health care needs and their siblings in case of a separation if an emergency arises. Whether the emergency be a natural disaster, unexpected rush to an emergency room or a vehicular accident, this tool will be essential. These bags will include personal information including medication, allergies, doctors information and how to communicate with the child. It will also include "comfort" accessories such as "What to do in an Emergency" coloring book, Medical ID Pocket Pal, Travel First Aid kit, Stress ball and children's hot/cold packs. We will work with the Managed Care Organization to donate other comfort toys to help children feel comfortable as well as have the important information they need if separated from their family during an emergency situation. Bags would be handed out during our Family Enrichment

Weekend events where a presentation will be given by staff to families who attend on emergency preparedness in all situations. They will also be handed out at Health Fairs to families who have a son or daughter with a special health care needs.

Amount of Money Requested: \$1,500.00

Cost Narrative: Money requested will be used to purchase 100 each of the following items:

A Visit to the Emergency Center activity book

What to do in a emergency activity book

Small boxes of crayons

“Happy” Pens

Child size Aqua Bead Cold/Hot packs

Travel First Aid Kit

Stress Balls

Medical ID Pocket Pal

“Paws”itive Pals Drawstring Backpack

The items purchased will be put in the backpack and given to children and sibling attending our Family Enrichment weekends. A presentation on the use of the bag and the importance of preparing for all kinds emergencies will be given at the beginning of the event to families who attend.

Families Together anticipates this would be a one-time project but would pursue other funding option should the opportunity arise to continue with our emergency preparedness trainings.

We plan to partner with our Managed Care Organizations to support us in providing health and education materials for children and their parents in our “Comfort Bags.”

Managed Care Organizations include: Sunflower, United Health Care, Ameri-Group.



January 28, 2016

Ashley Freburg, Communications Specialist
301 N. 8th
Garden City, Kansas 67846

Dear Community Grant Selection Committee,

The Finney County Committee on Aging, Inc. would like to take this time to thank The City of Garden City Company for your investment in our homebound residents in Finney County. Your past contributions has helped us continue our mission to enhance the nutritional health of Finney County homebound and to offer free meals to persons with limited means.

Our goal is to provide a low-cost, nutritious meal to the homebound in Finney County, a goal we have been committed to since 1972 when Meals on Wheels was started. St. Catherine Hospital prepares our meals. They have a registered dietician that plans the varied nourishing menus. The cost of our meals are \$3.00 each. No one is ever turned away because they cannot afford the cost. Currently we have eight (8) routes, seven (7) in town and one (1) county route. The program involves two (2) staff members and two hundred fifty (250) volunteers a year to deliver the meals and provide a safety check and a social contact to the homebound on a daily basis. Meals are delivered Monday thru Friday with a choice of a sack lunch for Saturday that's delivered along with Friday's meal.

Meals on Wheels delivers a nutritious meal, a safety check and the smile that serve as a lifeline to seniors of limited mobility. This combination goes well beyond fighting the battle against the hunger that threatens one in six of America's seniors – it provides the support and peace of mind that enable them to remain safe and securely in their own homes as they continue to age.

Last year Meals on Wheels delivered 21,344 meals. Of those meals 8,040 meals were served to thirty nine (39) low income clients throughout the year. The cost of these meals were \$24,120.00. These are citizens with very limited income, no family to help them and usually large medical expenses. So far this year we have thirty five (35) low income clients receiving free or reduced price meals. Two (2) of these clients live outside of Garden City on the county route so not only do we need funding for these meals but also the gas, insurance and repairs on the Meals on Wheels' vehicle.

Another service we offer to all our clients is blizzard packs. These are packages of non-perishable food that we send out to everyone. In the event of bad weather and we cannot get out to deliver meals they have the pack of food on hand to eat. Last year we handed out blizzard packs two (2) different times

throughout the winter with the cost of \$800.00. These blizzard packs gives our clients, their families and us peace of mind when we are having inclement weather.

Meals on Wheels buys ice chest for clients who can't afford them. A lot of time they have doctor's appointments that run over into their lunch time. Some of the clients were having the volunteers leave their meals out on their porches. There were times when animals would get into the meals or they set out in the sun to long posing a health hazard.

Since 2010 Meals on Wheels has been cut 40% by the county. Our program budget for this year is \$168,098.00. We received \$29,848.00 in Mil Levy. With such limited help from Finney County I have to rely on grants from Finney County United Way, Finnup Foundation, City of Garden City Community Grant, Mary Jo Williams Foundation, donations and memorials. Meals on Wheels is an ongoing program. I am asking The City of Garden City Community Grant Selection Committee for \$6,000.00. These funds would be used to provide free or reduced meals to low income customers, blizzard packs and ice chests.

We are a 501 (c) 3 nonprofit organization and our Federal ID# is 48-0687950. If you have any questions, please contact me at 620-272-3620, email pthummel@finneycounty.org or mailing address 907 N. 10, Garden City, Kansas 67846.

Sincerely,



Patti Thummel
Meals on Wheels Director

02/15/2016

RE: City of Garden City Community Grant

Dear Community Grant Selection Committee,

Each year the Finney County Retired & Senior Volunteers Program, Inc. provides a Volunteer Income Tax Assistance Site (VITA). The site is in partnership with the IRS. The IRS provides us with the on-line tax site to prepare returns free of charge for individuals in our community, tech support and keeps us updated on any tax changes. Our main focus is the elderly, low to moderate income and disabled persons. Each person involved with the VITA site must pass certifications each year.

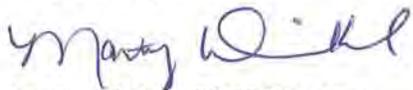
Last tax season 57% of the clients served had an annual income of \$20,000.00 or less, 33% had an annual income of \$30,000.00 or less and the remaining clients had an annual income under \$40,000.00.

We respectfully request consideration of City of Garden City Community Grant funds in the amount of \$3,000.00 to help with our VITA Program. The monies would be used to help purchase additional equipment. Two of our lap tops and printers need replaced.

Our goal is to provide a service for our community to prepare accurate and on time filing of tax returns. In addition to educate those of tax credits they may not be aware of.

We also receive funding from United Way to help with the purchase of supplies and copier maintenance.

Respectfully Submitted,



Marty Dinkel, RSVP Director

FRIENDS OF GARDEN CITY ARTS
1001 CENTER ST.
GARDEN CITY, KS 67846
276-8767

February 19, 2016

Dear Community Grant Committee:

The Friends of Garden City Arts (501c3) was formed in 2011 to support the efforts of the local arts council in its mission to provide a free public art gallery & educational programming for all ages. In the past the arts council, under its previous name of Southwest Arts & Humanities Council, also provided three public art projects ... "Friends & Frogs" a bronze sculpture group at Third & Kansas, "Mrs. Fulton's Garden" & "1800s Train Stop" at Main & Depot St, and "The Dream", the mural on Grant Ave. SAHC also hand-painted "Art Buff," a life size buffalo on display in the window at the Windsor Hotel.

Because Garden City Arts has had to concentrate on survival, the Friends organization was formed to continue the pursuit of public art projects. To date we have installed two modern kinetic metal sculptures on Main St., "Starburst" by Jim LaPaso and "Wind Fire" by Rusty Burgardt. We also assisted in acquiring the bronze sculpture, "Flight Time" by Gary Lee Price that was privately donated last Spring. Mr. Burgardt, a Garden City native, completed & installed "Prairie Thunder", a rustic life-size buffalo, with the City's help on Nov. 7, 2014.

To this end and because public art has been listed as one of the major goals of the City Commission in the past, **FoGCA would like to request \$5,000 towards a large multi-colored bronze of the new logo used by the City of Garden City and also the Finney County Convention & Visitors Bureau.** The sculpture will depict the stylized yucca, or "burst", that represents the wide diversity of our community's cultures coming together in harmony to create something beautiful. A bronze plaque will be installed at the base with the title, "The World Grows Here" and a brief explanation of its meaning. We chose bronze as the medium because it can be stained with a patina in different bright colors and because it's durable enough to withstand the wear and tear of the public and the weather, plus it will be around for the enjoyment of many generations to come.

We have selected an artist and an initial payment of \$7,475 (the first of 4 payments) was made last Fall to Matt Glenn of Big Statues LLC of Provo, Utah. This is one of the few companies that accept custom sculpture projects and his



GARDEN CITY

— THE WORLD GROWS HERE —



Letter of Support:

June 26, 2015

Mrs. Fankhauser
Friends of Garden City Arts

To whom it may concern;

It is my pleasure to write a letter in support of the proposal to erect a bronze yucca burst statue in the downtown area of Garden City and Finney County.

I believe this is a building block to further a sense of pride in our community and an ideal place to have the theory behind the logo explained for those who come to our community. I am very excited about the community art we currently have and believe that the artists and those with an appreciation of the arts will travel to see the items. It also adds to the experience of visitors who have come here for other reasons.

In conclusion, I fully support the efforts of Vivian Fankhauser and the Friends of Garden City Arts to increase the quality of life in Finney County.

Sincerely,

Roxanne Morgan

Roxanne Morgan
Executive Director Finney County CVB



GARDEN CITY DOWNTOWN VISION

June 16, 2015

Dear Grant Committee:

Since 2004, Garden City Downtown Vision has worked to make Downtown Garden City the true heart of the city. This effort has included helping to fill empty storefronts, adding art pieces along Main Street, and promoting events that encourage locals and visitors to venture Downtown for shopping, dining, and gathering with friends and families for a variety of entertainment.

To that end, it is our hope that you will grant the Friends of Garden City Arts their request for monies to further their public art efforts in the downtown district. Public art is a vital part of the equation in continuing to make Downtown Garden City a destination place for arts and entertainment. The strides this group has made over the years in terms of public art are just what this community needs to further the art interests in Garden City and the surrounding areas.

Please let us know if we can be of further assistance in this request. On behalf of the Downtown Vision Board Directors, thank you for your consideration.

Sincerely,

Nicole Lucas
Executive Director



122 West Laurel • Garden City, KS 67846 • Phone: 620-271-7400 • Fax: 620-708-4366

February 18, 2016

City of Garden City
Ashley Freburg
301 N. 8th
P.O. Box 998
Garden City, KS 67846

Dear Ashley,

Note: Genesis Family Health has also applied for the AFAC grant which will remain the priority for Genesis Family Health.

Please see the attached grant proposal for the City of Garden City Community Grant. This grant request is for funding Citizenship course tool-kits offered by Genesis Family Health (GFH) formerly known as United Methodist Mexican American Ministries (UMMAM). GFH's Community Developer will provide community members with assistance completing their N-400 application for Naturalization document, in addition to providing education about American Government, American History and Civics, with mock interviews in preparation for the citizenship process.

One of the city's goals is to "fund a project that has a community-wide benefit or significant benefit to a targeted segment of the population". GFH is currently providing immigration documentation assistance to community members. The requested funding would enable us to enhance those services moving closer towards removing some of the barriers to legal immigration.

We appreciate your consideration of our proposal and we look forward to working with you. Should you have questions, please contact me at 620-271-7400 or jwright@GenesisFH.org. Thank you.

Sincerely,

Julie K. Wright
Chief Executive Officer



122 West Laurel • Garden City, KS 67846 • Phone: 620-271-7400 • Fax: 620-708-4366

City of Garden City Community Grant Proposal

Genesis Family Health formerly known as United Methodist Mexican-American Ministries
Contact: Julie Wright, Chief Executive Officer

Genesis Family Health (GFH) formerly known as United Methodist Mexican-American Ministries, Inc. (UMMAM) was incorporated as a 501© (3) in 1974 under sponsorship of the United Methodist Church. GFH's mission has been to provide social, educational, and spiritual services for people of all races, colors and faiths. Initially, the target population was migrant workers. By 1985, offices were located in Garden City, Dodge City, Liberal, Ulysses, Johnson and Satanta. GFH re-incorporated as an independent agent in 2007.

GFH serves a diverse population throughout Southwest Kansas by providing assistance with social services such as food, clothing, emergency assistance, interpretation/translation, and immigration documentation assistance. GFH also has medical and dental clinics that serve the community. In 2015 GFH Care Center was able to assist 2,075 individuals with food; 646 individuals with emergency assistance; 628 individuals with clothing and 23 individuals with immigration documentation within the Finney County location.

The grant proposal requests funding to provide a six month immigration course to clients applying for citizenship. The course will assist applicants with lessons on American Government, American History, integrated Civics covered in the Civics Test and mock interviews. The 18-week course will be student-centered encompassing all four language skills: speaking, listening, reading, and writing.

The demand for immigration services provided at GFH has increased over the years. Citizenship courses are limited in our geographic area. The growing number of immigrants settling in southwest Kansas presents a need for additional knowledge and training for this population. Due to the cost associated with immigration paperwork this is a costly experience for someone applying for citizenship.

The Community Developers in our Garden City, Dodge City and Liberal offices provide immigration services, which includes assistance with the following applications: I-485, I-130, I-765, I-90, I-751, N-400, N-600, visa packets and translations. Services are provided under the oversight of a local immigration attorney in Dodge City, Michael Feltman. The Community Developers provide immigration services to not only those clients in their community, but throughout Southwest Kansas. Garden City residents may travel to GFH in Liberal or Dodge City if the Community Developer in

Garden City is unable to take the case due to caseload; therefore, training for all clients in southwest Kansas applying for citizenship would benefit Garden City residents.

This funding request is to provide the course attendees with an additional immigration toolkit to enhance the services already being provided. The Civics and Citizenship toolkit costs are \$50.00 each. Each kit includes Civics Flash Cards for the Naturalization Test, An introduction to U.S History for Immigrants, Becoming a U.S Citizen: An overview of the Naturalization Process flashcards, The Citizenship Almanac, and much more. The course will be offered once in 2016 with 30 registered applicants for each course. Amount being requested with this proposal is \$1,500.00.

The goal of this project is to provide the necessary tools to those residents applying for their N-400 status. The attainment of resident status will provide benefits to both the participant and the community at large by helping them understand their responsibilities as a citizen.

“Citizenship is more than a subject. If taught well and tailored to local needs, it’s skills and values will enhance democratic life for all of us, both rights and responsibilities, beginning with schools and radiating out”, Bernard Crick, National Curriculum Citizenship, 1999.

Consideration for future funding for immigration training for GFH would be appreciated. A similar cost would be associated with future trainings, but can be supported by the course applicant.

Currently, funding for Community Developer programs are a combination of funds from the West Conference of the United Methodist Church, local United Methodist Churches, community donors, local United Way (Liberal and Dodge City), limited revenue produced through assisting with immigration documentation, and other grants. This funding is for the operational expenses associated with the six Care Center locations.

City of Garden City Community Grant

2016

Garden City Habitat for Humanity

Lana Christensen 620 275-1169 schristensen60@sbcglobal.net

2616 Carriage Lane Garden City, KS 67846

Habitat for Humanity was established in 1976 to help address the issue of poverty housing. The main mission of Habitat for Humanity is, what the poor need is not charity but capital, not case workers but coworkers. And what those more fortunate need is a wise, honorable and just way of helping others. Garden City Habitat for Humanity meets both these goals.

The local Habitat affiliate has worked for 18 years to build homes for those families who are able to meet the criteria and therefore qualify to be homeowners.

Garden City Habitat for Humanity is requesting \$3,000.00 to help with the costs of building the next home. The home that is currently being built will be finished soon with construction to begin on the next home at this time. This family has already qualified for a home. They have put in volunteer hours working on homes that were built for previous families. Each family is required to contribute 500 hours of sweat equity toward the building of their own home.

These funds will be used to buy building supplies as in lumber, shingles, concrete, sheetrock and nails as needed.

Each home built is a one-time project with other homes to be built as families are qualified. The Garden City Habitat Board is exploring options to assist with making the construction process move faster to build even more homes.

Garden City Habitat for Humanity receives funds from the Finnup Foundation. Funds are also received from private donations as well as community organizations and churches (such as the Navajo Taco dinner through the 1st Christian Church). We have received funds from several foundations in the past and will continue to apply to for these funds. Garden City Habitat for Humanity also receives diversion funds from the Finney County Attorney's office. Many items and much labor that is needed are donated from local businesses. The local Habitat utilizes about 100 volunteers each year to help with construction.

Habitat partners with the Trades Academy at the Garden City High School. Students work on projects in the conceptual stages and continue throughout construction. We also partner with the Young Professionals' who help with construction. We will continue both these partnerships in 2016. Garden City Habitat for Humanity has recently started a new partnership with the new milk processing plant being built in Finney County. The staff at this plant has assisted with much labor already and will possibly assist Habitat with funds.

Garden City Habitat for Humanity would appreciate any support that the City of Garden City grant can give and looks forward to working with you to provide housing to the needy of our community. If you have any questions feel free to call Lana Christensen (volunteer grant writer) at 620 275-1169.

City of Garden City Community Grant

2016

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Lana Christensen 620 275-1169 schristensen60@sbcglobal.net

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The Garden City Storm
C/O Coaches, Kirk Brown & John Wiese
1515 Northshore Circle
Garden City, KS 67846
(620)272-6247

February 16, 2016

Community Grant Selection Committee
C/O Ashley Freburg, Communications Specialist
301 N. 8th
P.O. Box 998
Garden City, KS 67846

Dear Community Grant Selection Committee:

It is with great pleasure that I have the opportunity to tell you about an exciting new baseball program in Garden City. This program is made up of 11 year old boys from Finney County, who will play baseball in the Garden City Recreation's Spring League, on various teams. Exceptional youth from this Spring League, will be chosen to play on The Garden City Storm, an independent, traveling tournament team that will play in 10 tournaments this summer, across Southwest Kansas. These 10 tournaments will prepare our players to be in a Cal Ripken Youth Tournament, which could lead to The Cal Ripken Youth Baseball World Series! The coaches and organizers of this program have all been trained in the Cal Ripken Way, a National Program, whose mission it is to inspire through remarkable experiences, and their vision is to "Elevate every player's potential, both on the field and in life."

The Garden City Storm, 11 year old team is requesting \$1,800 from your Community Grant. The project we are seeking the funds for is to provide scholarship funding for qualified participants of the team. We are estimating that half of the 12 players on the team will come from low income families, and plan to base proof of need on the federal low income guidelines. Each player will be asked to pay a fee of \$300. This fee will help to pay for the team's entry fees in each tournament. Each player will also be expected to pay for his own uniform, helmet, and a travel/gear bag. Individual sponsors are being sought for these items to help offset the cost to each player, however the \$300 per player fee is not being covered by those sponsors. We understand that \$300 for a family to pay for their child to have this opportunity could be a hardship for some. That is why we are hoping to have your support by granting us the \$1,800 to cover half of the \$3,600 that would come from the players themselves.

A scholarship grant from the City of Garden City would satisfy the goal of allowing low-income players on our team to enjoy playing our national past-time, without the worry of financial hardship that they, and their families may encounter when having to pay for their fees. The Cal Ripken Way Youth Baseball Program tries very hard to instill values both on and off the field. It teaches teamwork and community spirit, as well as a family atmosphere with great role models. The goal of this program is to leave every player, parent, and volunteer coaches, better than when it starts. These activities also promote community wellness of our participants, as well as

improving the civic involvement of our many caring volunteers. Our players would very much appreciate your help and support.

We realize your grant committee will be faced with many requests. Because of this we will graciously accept any amount of scholarship funding that you feel you will be able to gift us with for our 2016 Garden City Storm, 11 year old baseball team.

Thank you in advance for your consideration. Our resources are limited and our visions are wide. We believe our hopes and dreams are attainable and we hope you do too.

Respectfully,

A handwritten signature in black ink that reads "Kirk Brown". The signature is written in a cursive, slightly slanted style.

Kirk Brown
Coach of Garden City Storm
11 Year Old Youth Baseball Team

Girl Scouts of Kansas Heartland
City of Garden City Community Grant
2016 Grant Application

Date: February 8, 2016

Name of Applicant: Girl Scouts of Kansas Heartland

Address: 360 Lexington Rd., Wichita, KS 67218

Phone: 316-684-6531

Name of Project/Program: Youth Leadership Development

Amount Requested: \$5,000

Contact Person: Amanda Hill, ahill@gskh.org

Formed in 1935, Girl Scouts of Kansas Heartland (GSKH) is the premier girl leadership organization in Kansas, and the only girl-led leadership organization in Garden City. The mission of Girl Scouts is to build girls with courage, confidence and character to make the world a better place. GSKH knows that by achieving this mission, we are creating girls who possess the leadership skills necessary to achieve long-term success in their lives and ultimately have a positive impact on their community. In 2015, GSKH served 325 girls in Garden City through our Youth Leadership Development program – an increase of 60 girls served from 2014.

The Girl Scout Leadership Experience (GSLE) is the focus of all Girl Scout programming. Girls learn to discover their interests, connect with others, and take action to make the world a better place through program initiatives focusing on environment and outdoors, sports, STEM, healthy living, and financial literacy. GSLE programming is most impactful when it is girl led and the girls are learning by doing in a cooperative environment.

Based on their interests, girls and adults can participate in the GSLE through the following pathways:

Camp – Features day and weekend experiences that introduce and explore the outdoors.

Program Activities/Events – Standalone partner, council, and service unit-d led program offering.

Travel – Offers girls leadership opportunities and cross-cultural understandings through local, regional, national and international travel.

Troop – Offers the same group of girls the opportunity to participate in a variety of activities, usually over the span of nine or twelve months.

The traditional troop structure is the most common pathway in Garden City. Troops typically meet during the school year, from September through May. Trained adult volunteers utilize Leadership Journeys (Girl Scout curricula) to provide the GSLE to girls. The content of all Journeys have been correlated by grade level to national Common Core Standards, 21st Century Skills standards and Financial Literacy education standards. The Journeys combine the strengths of traditional Girl Scouting with the most forward-thinking youth development practices of today to offer a way for all girls to learn leadership skills and become change agents in their own communities. Journeys focus on the Girl Scout “Keys to Leadership”, Discover, Connect, and Take Action:

A girl Discovers her special skills and talents, finds the confidence to set challenging goals for herself and strives to live by her values. This includes being proud of where she came from as well as where she's going.

A girl Connects with others, which means she learns how to team up, solve conflicts, and have healthy relationships. These skills help her in school right now and prepare her for any career she chooses in the future.

A girl Takes Action and makes the world a better place, learning a lot about her community and the world along the way.

A total of 204 girls attended the following program partner events in Finney County in 2015:

- *Somewhere in Time* – Finney County Historical Society
- *Fabulous Forgeries* – Garden City Arts
- *Cookie College 101* – Garden City Girl Scout Office
- *Mystery at the Gallery* – Garden City Arts
- *Carnivorous Plant Exercise* – Garden City Girl Scout Office
- *Dance Camp* – Steps Dance School
- *Snooze at the Zoo Early Bird Event* – Lee Richardson Zoo
- *Smokehouse Tour* – Garden City Fire
- *K-9 Demo and BBQ* – Scout Park in Garden City
- *Barbie Extravaganza* – Little Brown House
- *A Visit to the North Pole* – Clarion Inn Courtyard
- *She and Me Masquerade Ball* – Edith Scheuerman Elementary
- *Powder Puff Pinewood Derby* – Edith Sherman Elementary School

In 2016, GSKH projects to serve 350 girls Garden City. GSKH targets three specific outcomes for our Council: (1) Girls develop a strong sense of self; (2) Girls promote cooperation and team building; and (3) Girls feel empowered to make a difference in the world. Below are results from girls who participated in various program opportunities in Garden City from October 1, 2014 – September 30, 2015:

1. Girls develop a strong sense of self.

96% of girls participating:

- Are better equipped to pursue future life goals
- Have options and possibilities for pursuing life and career goals.
- Have increased confidence to get the job or education they envision.

2. Girls promote cooperation and team-building.

90% of girls participating:

- Recognize the value of working together
- Learn to be accountable for shared goals.
- Show recognition for others' accomplishments and contributions.

3. Girls feel empowered to make a difference in the world.

90% of girls participating:

- Feel empowered to use their leadership skills to effect change in their lives.
- Feel empowered to use their leadership skills to effect change in their world.

GSKH aims for 75% of girls participating in programming to achieve each outcome. Girls from Garden City who participated in 2015 programming far exceeded these benchmarks. In 2016, GSKH projects for girls in Garden City to continue to perform above the Council benchmarks.

In Garden City, it costs approximately \$171,500 to provide Youth Leadership Development programming to 350 girls. A \$5,000 grant from the City of Garden City will be used to cover costs associated with Youth Development program materials and ceremony supplies, activity insurance, postage, printing and publications, financial assistance to girls, membership and volunteer recruitment costs, background checks for potential volunteers, recognitions, volunteer training, camp and property expenditures, and assistance and guidance resources for leaders. In 2015, GSKH provided \$3,818 in financial assistance to 185 girls and 59 adults in Garden City; \$3,315 to cover GSUSA membership fees and \$503 for troop dues, uniforms, uniforms components, books, and events.

GSKH works throughout the year to secure grant funding, increase our annual giving contributions, and maximize all possible funding streams. GSKH is committed to continuously seeking diverse funding opportunities from individuals, corporations, and foundations for Council support. In our outlying areas, GSKH works closely with local corporations and individual donors to grow support for our programs. GSKH has previously secured funding from the Finnup Foundation Trust and the United Way of Finney County for Youth Development and Community Based Programs in Garden City. Both will be targeted for 2016 funding.



Kansas Children's Service League

877.530.5275
www.kcsl.org

2/15/16

Ashley Freburg, Communications Specialist
301 N. 8th
POB Box 998
Garden City, Ks 67846

Dear Ashley,

Thank you for the opportunity to apply for funds from the Community Grant Program.

Head Start and Early Head Start are nationally known programs that promote school readiness by enhancing the social and cognitive development of at-risk children by providing education, mental health, dental, health, nutrition and social services to low income families. In addition to providing services to eligible children, the program provides support and guidance to the child's parents. Each family works with a case manager who helps the parents set goals and work toward self-sufficiency.

We hope that you will consider our request of \$5,858.25. This year we would like to replace the fence around our playground at our Head Start location in East Garden Village. The funding for this fence project will allow us to provide the first step in having a brand new, updated playground with new ground cover and playground equipment that the children and families in East Garden Village can utilize and enjoy. In addition, these funds will also contribute to the required match for our Head Start program grant.

Thank you for considering our proposal and being a partner with us to build healthy children, strong families and involved communities.

Sincerely,

Jeff Pflingsten
West Region Development Manager
Kansas Children's Service League

City of Garden city Community Grant Application

Applicant: Kansas Children's Service League, Head Start
Federal ID # 48-0543749

Contact Information: Jeff Pfingsten, Development Manager
705 Ballinger, Garden City, Ks 67846
620.875.6430
jpdingsten@kcsl.org

Project: This project includes replacing a worn and dated fence around our playground at our Head Start Classroom located at East Garden Village, 4101 E. Highway 50 Lot #531, Garden City, Ks 67846.

Funds Requested: \$5,858.25

Specific Use of Funds: Concrete, Materials, Permit and Labor to replace entire fence around our playground at our Head Start Classroom location at East Garden Village. (Bid from Ed's Handyman Service is attached)

Goal of the Project: This playground will be accessible to all families in the East Garden Village community when school is not in session for Head Start. This will include nights, weekends and summer months. In addition to this fencing project, KCSL Head Start will be requesting additional Grant Funding to include the removal of old materials, new rubber mulch, freight and installation plus Lakeshore playground equipment and a climbing rock. This playground will improve the physical landscape of the community through providing a manicured well maintained space for community members to come together and enjoy the outdoors. Playgrounds also make great places for picnics or outings with family and friends. They can also serve as a FREE and convenient outdoor activity for afterschool or any free-time. Playgrounds also provide a means for social interaction for adults. Playgrounds offer an opportunity to meet other families for play-dates as well as provide a perfect place for meeting new people who bring their children to the park. They offer benefits for people of all ages to interact with their children and those whom they love thus improving everyone's overall quality of life.

This will be a one-time funding request for this project.

Other contributors: In the grand scheme of this playground project, once additional grant funds have been awarded, we are planning to utilize the families that are enrolled in our Head Start Program at the East Garden Village location to help with this project. We are also hoping to utilize volunteers from Garden City Community College and the KCSL Garden City Community Leadership and Development Council. Verbal discussions with USD #457 have been positive in regards to them over seeing the installation of the playground materials and equipment.

Ed's Handy Man Service

Ed Martindale
275-5766, Mobile 287-4903

Fence Repair and Installation Bid

1807 Kello
Garden City, KS 67846

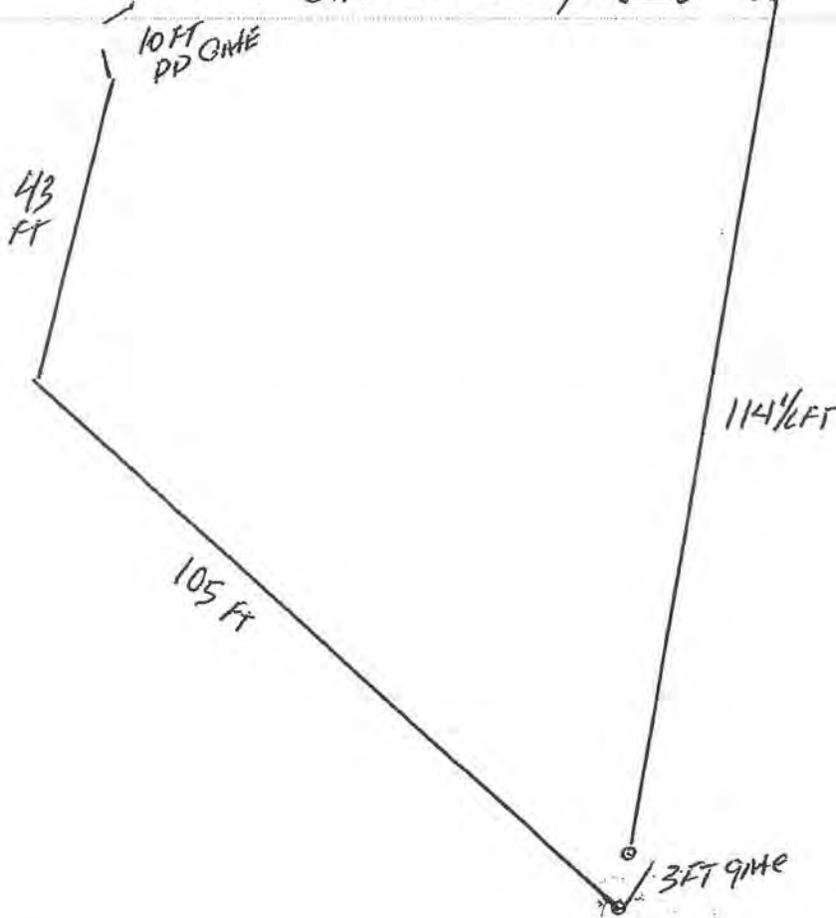
TO KANSAS Child. Service League.

The owner agrees that the contractor will not be responsible for damage done to underground sprinkler systems. The owner agrees that the contractor will not be responsible for locating property pins or placement of fence.

Garden City Kansas - 67846

Date: 2/1/16 Descr.: 275 FT 4 FT CHINW Fence 9BA. FAB- Total labor & mat. \$ 5,858.25

1 1/8 SP20 - 10 FT. 1 5/8 SP20 Top Rail, 10 FT 3 FT
10 FT DD GATE - 3 FT WOOD GATE



10	T-Bars	9	2 3/8 Post	---	4 in. Post
27	T Clamps	---	Bracket 2x4	---	2 7/8 Post
10	Bi Bands	---	1-1/2x1/4 Lag	---	Bar Wire
10	Rail Ends	---	1x6x6	---	Bottom Wire
---	Post Replac.	3	Gate Hardware	---	B-arms
13	Top Rail	---	2x4x8	---	Post Master
---	T-rods	---	Nails	23	1 7/8 Post
3	Gates	1 1/2	Concrete	---	1 5/8 Post
10	Caps	---	Permit	23	Eye Caps
50	Bolts & Nuts	275 FT	Labor	---	Bar - Arms
---	Screws	---	Curb	---	Mileage
206	Wire Ties	893.75	Fence Rev	---	

BID GOOD 30 DAYS ONLY

The owner upon signing contract approves bid and terms

Kansas Cruisers
1907 B. Street
Garden City, Kansas 67846
coryking@gmail.com

I would like to first thank you for the opportunity to apply for the Garden City Community Grant this year. My name is Cory King, myself along with my thirteen year old son Tanner King and friends, Mike Deaver, Kyle Deaver and Dennis Green Jr. have formed a new nonprofit area wide car club known as the Kansas Cruisers.

The idea first came about in remembering 20 years ago as a kid and attending the SRA Rod and Custom shows that was put on at the 31 building with my father and that, sadly, is no longer here in Garden City. Having two kids of my own and wanting to share that experience with them, along with the community of Garden City to enjoy raising money for charity. In December of 2015, Keith Strasser, who is one of the committee members of the 4H Club and also hosts the event of the Kansas Honor Flight Benefit in January, came to me and asked if I could arrange a car show that would be included in the event. I had roughly two weeks to make something happen and was able to get 19 cars to participate. Once again, Keith asked me this past November if I, along with my son Tanner, Mike, Kyle and Dennis to arrange another car show for their event. This year we grew to 37 cars and 6 motorcycles. This year we charged an entry fee of \$10.00, but they could give as much of a donation the participants wanted to give. We also had a Hot Wheels Drag Track that anyone that came to the event could participate in. We charged \$1.00 per race and they got to pick their Hot Wheels car to keep and race their car on the track. We raised \$800.00 and donated 100% to the Kansas Honor Flight. We would like to continue to keep the Honor Flight as our flagship event and build on that.

As a growing community we see the need for having special events as this, go on. Recently, we have found out that the Emmaus House will discontinue their car shows this year. We would like to continue a partnership with the Finney County 4H as well to give them the opportunity to grow as young individuals into great community members.

We have provided all the materials for the last two events on our own, but know, if we could secure a grant that would allow us to expand on our fund raising capacity. We are currently in talks with Lee Richardson Zoo about organizing a car show that would take place on the west green at the zoo. We are also talking to the Pastor of the The Church of the Nazarene for them to host a car show as well. We know there are several programs that are in need of funding and we feel we could help them such as, Meals on Wheels, Relay for Life and several church programs. We are requesting \$2500.00. If we are granted with funds we would use that grant money for club expenses and also all promotional materials for future events.

Again, I would like to thank you for your time and consideration for the Garden City Community Grant.

Sincerely,

Cory King
Tanner King
Mike Deaver
Kyle Deaver
Dennis Green Jr.

City of Garden City Community Grant

Grant Seeker:

K-State Research and Extension

Finney County, Kansas

DISCLAIMER:

K-State Research and Extension is an equal opportunity employer and provider.

“Essential Living Skills”

Submitted to: City Commission

Submitted by: Anne Combs, K-State Research and Extension, Finney County

February 18, 2016

Ashley Freburg
Communications Specialist
301 N 8th St
P.O.Box 998
Garden City, KS 67846

Re: Essential Living Skills

Dear Miss Freburg:

The Finney County K-State Extension Office, a non-profit organization, would like to seek assistance from the City of Garden City to teach Essential Living Skills to individuals and families in Garden City, Kansas.

Finney County Extension seeks financial support in the amount of \$1,000 to help alleviate the cost of the curriculum implementation through the scholarship of participants who are unable to cover the cost.

With your support, a target audience of 120 people will receive education to improve their health and well-being and to become a more integrated part of the city's infrastructure.

I will be more than willing to discuss this curriculum with you further. I can be reached at (620)272-3670.

Sincerely,

A handwritten signature in black ink, appearing to read 'Anne Combs', with a long horizontal stroke extending to the right.

Anne Combs
Family and Consumer Sciences Agent

EXECUTIVE SUMMARY

K-State Research and Extension of Finney County requests support from the City of Garden City in the amount of \$1,000 for our Essential Living Skills Education.

K-State Research and Extension is a statewide network of educators sharing unbiased, research-based information and expertise on issues important to Kansas. It has established local, state, regional, national, and international partnerships.

It is dedicated to a safe, sustainable, competitive food and fiber system, and to strong, healthy communities, families, and youth through integrated research, analysis, and education.

With more than 125 years of research and 100 years of extension, K-State Research and Extension has been improving the quality of life and standard of living for Kansans for a century. This integrated system connects the university to every county through locally based educators who serve as sources of objective information.

K-State Research and Extension is a short name for Kansas State University Agricultural Experiment Station and Cooperative Extension Service.

THE PROBLEM

Garden City, KS, is home to over 27,000 residents, with a majority of them living in low-income households. According to the United States Census Bureau, poverty in Garden City is higher than in Kansas overall. The Finney County Fact Book (Bolton & Dick, 2013) further notes that families in Finney County are looking for educational resources to help them move away from poverty. Those individuals and families are considered to be living in crisis as any level of poverty can affect life negatively. From health and education to economic impact, the effects of poverty can be felt at every level of society and greatly impact the infrastructure of Garden City. According to the Finney County Fact Book (Bolton & Dick, 2013), individuals living in poverty lack skills necessary to make healthful choices for themselves and their children, respectively. The need to provide education on essential living skills has become apparent in order to guide individuals and families towards a more healthful behavior in the areas of self-awareness, relationships, communication, time management, job readiness, living choices, financial well-being, aging, and communities.

ESSENTIAL LIVING SKILLS CURRICULUM DESCRIPTION

K-State Research and Extension Family and Consumer Sciences curricula transform lives through linking research and evidence based education with life experiences to help people improve their lives, their families, and their communities. Personal, family, and community well-being is dependent upon many kinds of knowledge and skills, which are intertwined and

inseparable. We provide a broad base of expertise to help solve complicated problems by teaching these essential living skills.

Healthy Relationships - Family and Consumer Sciences Extension promotes healthy relationships, the foundation of all human interaction. Effective communication, respect for differences, making sound decisions, and managing life challenges are all pivotal in establishing strong individuals, families, and partnerships.

Healthy Living Choices - Living healthfully is about feeling and being well physically, emotionally, and socially. Family and Consumer Sciences Extension educates and supports individuals, families, and communities to make healthy choices around active living, nutritious eating, preventing and managing chronic illness, balancing work and life, and being responsible for the environment.

Financial Well-Being - Family and Consumer Sciences Extension helps individuals and families become financially stable. Managing their financial resources to be able to secure adequate food, clothing, and shelter as well as make informed consumer choices with credit, saving, and spending helps increase financial security for the individual, their family, and their community.

Strong Leaders - Family and Consumer Sciences Extension helps transform lives and build healthy communities by developing leaders. Leadership skills expand the capacity of individuals to excel to be their best at home, at work, and in their community. Development of strong interpersonal communication skills, networking, responsible decision-making, and team building help to empower individuals to thrive in an ever-changing society.

Strong Communities - Family and Consumer Sciences Extension strengthens communities by reaching people of varying cultural and socioeconomic backgrounds with education to help improve and optimize the most basic aspects of life such as food, shelter, clothing, safety, health, and relationships as well as quality of life, financial security, citizenship, and engagement with community organizations and events.

GOAL

The goal of the Essential Living Skills Curriculum is to provide education to Garden City individuals and families that are living in crisis in order to equip them with skills to improve their health and well-being and to become a more integrated part of the city's infrastructure.

OBJECTIVES

K-State Research and Extension's Essential Living Skills Curriculum aims to reach individuals and families in crisis identified by partnering organizations, such as Spirit of the Plains CASA, the International Rescue Committee, and other organizations that serve the target population.

Audiences will increase their awareness and knowledge of healthful behaviors and learn how to increase their health and wellness. Through education, participants will be able to share and practice learned skills with their families.

METHODOLOGY

The Essential Living Skills Curriculum will be offered four times per year for five consecutive weekly sessions with duration of two hours each. The location will be sponsored by a church or the hospital and a meal will be provided for the participants. Each session will cover one or two essential living skills topics, depending on the complexity of the topic. Guest speakers and topic specialists are invited to provide a more in-depth perspective if desired. Lessons are informative and will provide opportunities to practice newly acquired skills during the session or on the participants' leisure time with a verbal report and discussion when they return. An attendance log is kept to track the participation of all sessions. If a participant is unable to attend all session, the class can be completed during the next cycle. The attendance log will provide information on sessions already completed.

EVALUATION

Our aim is to move participants towards a more healthful life. Each participant will be asked to complete a questionnaire at the beginning of the first session, during which knowledge of essential living skills is assessed. Short surveys at the end of each session will be given to check comprehension of skills taught, verbal reports on skill practice in between sessions will be encouraged, and a more comprehensive evaluation with the completion of the class will be required. The data will be used to calculate the effectiveness of the curriculum. The long-term goal is to move individuals into the workforce through the teaching of essential job-readiness skills, to improve family relationships through essential communication skills, and to improve health and well-being of individuals and families. Long-term outcomes can be measured through cross-referencing data with local and state government organizations.

BUDGET

Training Goal	120 participants
Participation Fee (per participant)	\$25 (\$5 per session)
Cost of Materials	\$250
<u>Miscellaneous Expenses</u>	<u>\$250</u>
Total Estimated Budget	\$3,500

Requested Grant Amount	\$1,000
Participation Charge	\$25 (per person, \$5 per session)
<u>Extension Council Resource</u>	<u>\$250</u>
Total Estimated Resources	\$ 4,250

While participants will be asked to pay a cover charge of \$5 per session, we understand that the target audience might not be able to do so. Depending on the location, local churches will be able to provide certain meals as part of their ministry. Finney County Extension will be able to cover the cost of the material and will partner with local organizations to provide guest speakers on a volunteer basis.

CONCLUSION

Low-functioning living skills highly affect a person's health and well-being. By teaching those skills to individuals and their families, we not only equip them with skills to create a healthful home environment but we also support them to become better communicators. Essential living skills provide participants with a chance to become a vital part of the community as they build awareness and self-confidence. As participants increase their skills in the areas addressed by the Essential Living Skills Curriculum, they become part of the community and will be able to contribute to the city's infrastructure while bringing up the next generation.

The requested grant amount of \$1,000 will help alleviate the costs of the curriculum implementation through the scholarship of participants who are unable to cover the cost.

City of Garden City Community Grant

Application to Request Funds to Support LiveWell Finney County Summer Learning Program

Applicant	Lee Ann Shrader, Executive Director
Organization	Finney County Community Health Coalition, Inc. dba LiveWell Finney County 310 East Walnut, Suite 202 Garden City, KS 67846 620.765.1180 leeshrader@centura.org
Program	LiveWell Finney County Summer Learning Program 310 E Walnut, Suite 202 Garden City, KS 67846 Sites: 305 W. Mary Street – Neighborhood Learning Center 1719 Texas Street – Presbyterian Church Garden City, KS 67846
Funds Requested	\$2,600 for materials/supplies and bilingual helpers/interpreters
Budget	See Attached
Goal of Program	<p>In our targeted neighborhood comprised of primarily Burmese and Somali refugee families that are new to Garden City:</p> <ul style="list-style-type: none">– Increase kindergarten readiness– Raise reading and math scores– Foster self-esteem and build strong relationship skills for academic and social success– Prevent “summer slide” which is the tendency for students to lose some of the achievement gains they made during the previous school year. The "summer slide," is well-documented, cumulative and most damaging to children from low-income families. <p>PROGRESS:</p> <p><u>First Year</u> Planned, implemented one site for June and July. Neighborhood Playground with Books on the Bus & Free Lunch. 95 children served.</p> <p><u>Second Year</u> Planned, implemented two sites for June and July. Collaborated with Garden City Recreation and Big Brothers/Big Sisters. 100 children served.</p> <p><u>Third Year</u> Planned, implemented two sites for our 3rd Annual Summer Learning Program at Presbyterian Church and the Neighborhood Learning Center in partnership with Catholic Health Initiatives Family Literacy Grant & Violence Prevention Grants and other Coalition partners to prevent “summer slide” and increase literacy. Programs that were added were music, art, gardening, nutrition, reading and math. The results from this summer were amazing with 80.5% of students tested showing improvement in reading comprehension and fluency, 14% maintained reading</p>

City of Garden City Community Grant

Application to Request Funds to Support LiveWell Finney County Summer Learning Program

comprehension and just 5.5% showed a decline in reading comprehension and fluency. USD 457's Migrant and Nutrition programs worked with us as well to provide over 4,000 summer meals to students at 305 W. Mary street and Florence Wilson neighborhoods. Over 120 students participating.

Duration of Project: Annual Summer Learning Program, 4th Year
Funding for program for June/July 2016

Other Contributors: USD 457 Migrant & Books on the Bus | USD 457 Nutrition Programs | Big Brothers Big Sisters of Finney County | Presbyterian Church | Family Crisis Services | Garden City Recreation Commission | K-State Research & Extension | Girl Scouts of Garden City | Price & Sons

LiveWell Finney County
Finney County Community Health Coalition, Inc.

SUMMER LEARNING PROGRAM 2016

		\$ 10,280
STAFF		\$ 9,280
Location 1	Presbyterian Church 11:30-1:30 M-Th	
	Certified Teacher-Program Leader 11:00-2:00 M-Th Class Friday Planning \$16/hr x 3 hrs/day x 40 days	\$ 1,920
	Certified Teacher 11:15-1:45 M-Th \$16/hr x 2.5 hrs/day x 32 days	\$ 1,280
	Bilingual Helpers/Interpretors 11:15-1:45 M-Th \$10/hr x 2.5 hrs/day x 32 days	\$ 800
Location 2	Neighborhood Learning Center 11:00-1:00 M-Th	
	Certified Teacher-Program Leader 10:30-1:30 M-F M-Th Class Friday Planning \$16 hr x 3 hrs/day x 40 days	\$ 1,920
	Certified Teacher 10:45-1:15 M-Th \$16/hr x 2.5 hrs/day x 32 days	\$ 1,280
	Certified Teacher 10:45-1:15 M-Th \$16/hr x 2.5 hrs/day x 32 days	\$ 1,280
	Bilingual Helpers/Interpretors 10:45-1:15 M-Th \$10/hr x 2.5 hrs/day x 32 days	\$ 800
MATERIALS/SUPPLIES		\$ 1,000
	Summer Kick-off Event - Enrollment	\$ 350
	Class Materials	\$ 500
	Summer End Celebration - Zoo Field Trip	\$ 150
	Request for Community Grant	\$ 2,600



Summer

Learning Program

June 1, 2015

AGES 4 & Up!

Reading

Math

Science

Art

Music

Gardening



10:45 am-1:00pm

305 W. Mary # DD2

(Includes Books on the Bus
& Kids Meals on Wheels)

11:30 am-1:30pm

1719 Texas Street

Presbyterian Church

(Includes Summer Food Service
Program @ Florence
Wilson)

Classes

Monday through Thursday

JUNE 1, 2015 – JULY 30, 2015

NO PROGRAM JUNE 29-JULY 2, 2015

A Collaboration of:

Finney County Community Health Coalition | Garden City Public Schools Nutrition Services | USD
457 Migrant Program | Big Brothers Big Sisters of Finney County | Presbyterian Church | Family
Crisis Services | Garden City Recreation Commission | K-State Research & Extension





MILES OF SMILES

Therapeutic Horsemanship Program
PO Box 426
Garden City, Kansas 67846
620-260-9997
www.miles-of-smiles.org



February 16, 2016

City of Garden City Community Grant
301 North 8th
PO Box 998
Garden City, KS 67846

Re: 2016 Community Grant Submission

Attention Ashley Freburg:

Thank you for the opportunity to qualify for 2016 Community Grant funding supplied by and through the City of Garden City. Since 1997, our community-based 501(c)3 organization, Miles of Smiles Therapeutic Horsemanship, has been assisting individuals with physical, mental and emotional disabilities or injuries with horse-related therapies. As part of our program needs, we maintain and expand facilities including but not limited to; indoor and outdoor arena(s), office space, equine stables, barns and pens, and other public access areas. Our newest expansion, administrative office(s) to include public and lesson meeting space, will be completed in March 2016. This new addition to the existing Joyce Adams indoor arena, will house our administrative office, and provide much needed consultation and reception area with for our clients and their families, as well as provide handicap accessible restrooms.

With the building expansion, also comes the desire to develop the program's ability and availability to serve an even greater cross section of the community. The strategic plan of Miles of Smiles includes offering additional classes year round, which would require adequate arena lighting earlier in spring, later in fall, or on days with less natural sunlight. Our existing arena and facility lighting consists of outdated and/or inefficient lighting and antiquated technology that could create a safety hazard if used regularly.

With the Community Grant funding criteria to, "Achieve independence for the electric utility in order to maximize benefits to City existing and prospective customers" in mind, we believe Miles of Smiles meets both application and spirit. Upgrading our arena and facilities lighting would assist us in maximizing our benefit to local and regional customers and clients and increase visibility and safety of the program participants by providing brighter illumination, cheaper electricity costs and less maintenance than the current fluorescent technology existing on premises. As such, our plans for which we are requesting Community Grant funding are as follows:

;

1. 25 ea. -LED 150 watt 13.000- lumen, or 20 ea.-LED 220 watt 18.000- lumen ceiling fixtures in the indoor arena
2. 4 ea. - LED 150 watt 13.000- lumen, or 3 ea. LED 220 watt 18.000- lumen wall lighting for exterior areas of the barn and parking areas

Research on lighting and review by electrical contractor Drew Rose, E.E., of Integrated Consulting Engineers, Wichita, Kansas, reveals lighting fixtures will increase the arena lighting significantly and be more energy efficient. The complete cost of each fixture, wiring, assembly and installation will cost up to \$550.00 each and can be completed in three months. Total cost of the lighting project would be \$13,340.00 for 150 watt lighting option, or \$12,650.00 for the 220 watt lighting option.

It is only through funding from grants such as yours that Miles of Smiles Therapeutic Horsemanship can continue to provide much needed physical and emotional therapeutic and adaptive horsemanship opportunities to our clients and the community as a whole. We appreciate this chance to apply for grant funds from the Community Grant and thank you in advance for your consideration of our request.

Please do not hesitate to call with any questions or need for additional information.

Respectfully yours,

A handwritten signature in blue ink that reads "Rocky James". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Rocky James
Executive Director

Miles of Smiles Therapeutic Horsemanship

WESTGATE

THE FUTURE IS HERE...AND IT'S QUITE BRIGHT!

THUNDER SERIES

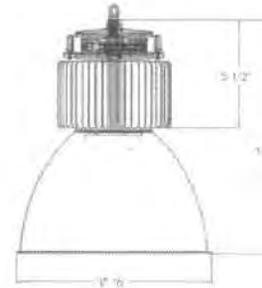
JOB NAME: _____

DATE: _____

TYPE: _____



DIMENSION:



LHB-150-CW

LED High Bay Lamp

High Bay light is designed for illumination of industrial locations. It uses the latest in solid state lighting technology for long life, low maintenance, and high efficiency.

The unique optical design focuses light downward to where it is needed, giving improved efficiency over a conventional HID luminaire.

MODEL NO.	WATTAGE	LUMENS	VOLTAGE	COLOR TEMP.	REFLECTOR
LHB-150-CW	150W	13000	120/277V AC	CW 5000K	16" PC

REFLECTORS FOR LED HIGHBAY

MODEL NO.	DESCRIPTION	MATERIAL	DIAMETER
LHB-PC-16'	REFLECTOR FOR LHB-100CW & LHB-150CW	POLYCARBONATE	16"

ELECTRICAL SPECIFICATIONS:

- Voltage: 120-277V AC
- Wattage: 150W
- Other wattages available: 50W, 100W, 220W
- Power factor: 95% +

LIGHTING SPECIFICATIONS:

- Dimmable only for 150W and 220W
- LED: Philips LumiLEDs
- CRI: 80
- L70 design life (50,000 hours)
- Color temperature: 5000k CW
- Color rendering index: >90

APPLICATIONS:

- Ideal for general warehouse lighting, loading docks, storage areas, supermarkets. The polycarbonate lens provide 360° illumination combined with crisp, directional, bright 5000K light that will make merchandise clearly visible and eye-catching.

HOUSING SPECIFICATIONS:

- Die-cast aluminum housing with ribbed polycarbonate reflector
- Reflector: 16inch PC
- Ambient temp: -20~+40C°
- Operating temperature: -4F° to 122F°
- IP65
- Damp location listed

CERTIFICATIONS:

- UL listed, DLC

WARRANTY:

- Five-year warranty



WESTGATE

THE FUTURE IS HERE...AND IT'S QUITE BRIGHT!

THUNDERSERIES

JOB NAME: _____

DATE: _____

TYPE: _____

LHB-150-CW

LED High Bay Lamp

MODEL NO	WATTAGE	LUMENS	VOLTAGE	COLOR TEMP	REFLECTOR
LHB-150-CW	150W	13000	120/277V AC	CW 500K	16" PC

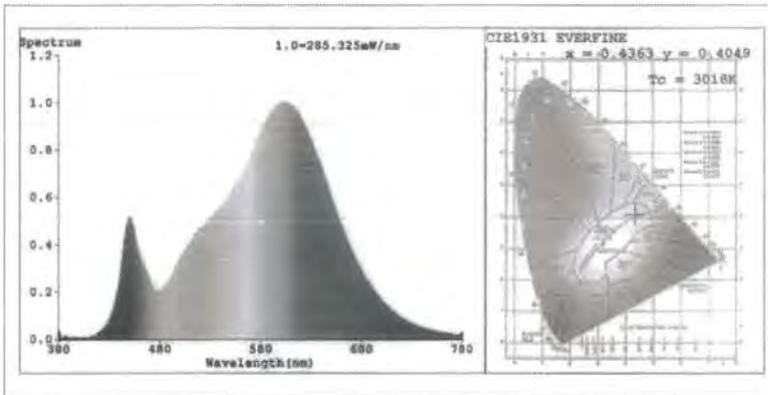
REFLECTORS FOR LED HIGHBAY

MODEL NO	DESCRIPTION	MATERIAL	DIAMETER
LHB-PC-16'	REFLECTOR FOR LHB-100CW & LHB-150CW	POLYCARBONATE	16"



PHOTOMETRICS:

Test for LHB-150W

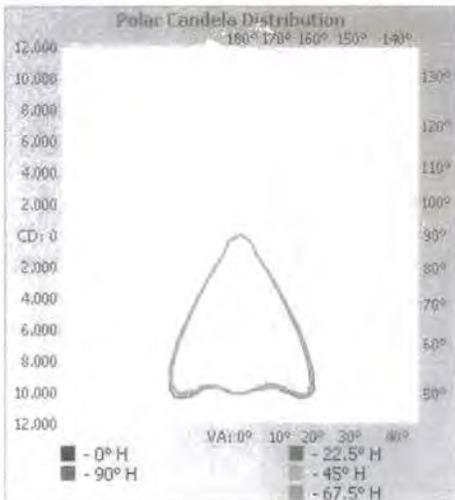


Illuminance Plots

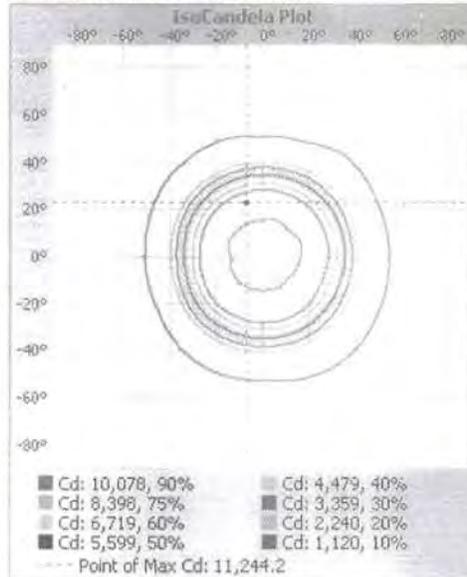
Illuminance at a Distance			
	Center Beam fc	Beam Width	
17.0ft	34.8 fc	22.9 ft	17.9 ft
34.0ft	8.7 fc	45.9 ft	35.7 ft
51.0ft	3.9 fc	68.8 ft	53.6 ft
68.0ft	2.2 fc	91.8 ft	71.4 ft
85.0ft	1.4 fc	114.7 ft	89.3 ft
102.0ft	1.0 fc	137.6 ft	107.1 ft

■ Vert. Spread: 68.0°
 ■ Horiz. Spread: 55.4°

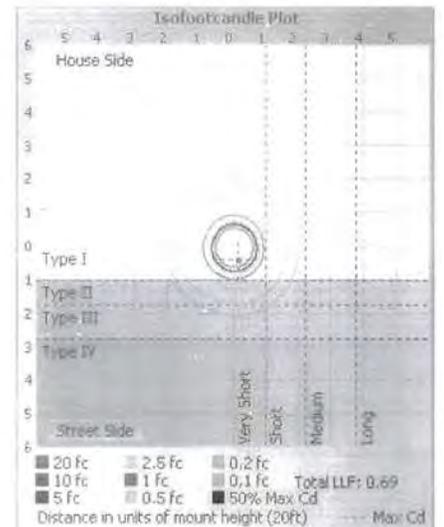
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ISOCANDELA DIAGRAM



ISOLUX DIAGRAM



WESTGATE

THE FUTURE IS HERE...AND IT'S QUITE BRIGHT!

THUNDER SERIES

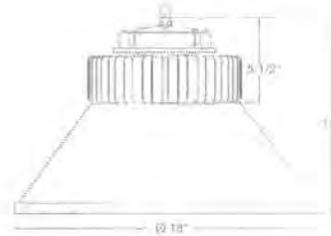
JOB NAME: _____

DATE: _____

TYPE: _____



DIMENSION:



LHB-220-CW

LED High Bay Lamp

Ideal for general warehouse lighting, loading docks, storage areas, supermarkets. The polycarbonate lens provide 360° illumination combined with crisp, directional, bright 5000K light that will make merchandise clearly visible and eye-catching.

ELECTRICAL SPECIFICATIONS:

- Voltage: 120-277V AC
- Wattage: 220W
- Other wattages available: 50W, 100W, 150W
- Power factor: 95% +

LIGHTING SPECIFICATIONS:

- Dimmable only for 150W and 220W
- LED: Philips LumiLEDs
- CRI: 80
- L70 design life (50,000 hours)
- Color temperature: 5000k CW
- Color rendering index: >90

APPLICATIONS:

- Ideal for general warehouse lighting, loading docks, storage areas, supermarkets. The polycarbonate lens provide 360° illumination combined with crisp, directional, bright 5000K light that will make merchandise clearly visible and eye-catching.

MODEL NO.	WATTS	LUMENS	VOLTAGE	TEMPERATURE	DIAMETER
LHB-220-CW	220W	18000	120/277V AC	CW 5000K	18"

REFLECTORS FOR LED HIGHBAY

MODEL NO.	DESCRIPTION	MATERIAL	DIAMETER
LHB-AL-18"	REFLECTOR FOR LHB-220CW	ALUMINUM	18"

HOUSING SPECIFICATIONS:

- Die-cast aluminum housing with ribbed polycarbonate reflector
- Reflector: 18inch PC
- Ambient temp: -20~+40C°
- Operating temperature: -4F° to 122F°
- IP65
- Damp location listed

CERTIFICATIONS:

- UL listed, DLC

WARRANTY:

- Five-year warranty



PHILIPS LUMILEDS.



JOB NAME: _____

DATE: _____

TYPE: _____

LHB-220-CW

LED High Bay Lamp

MODEL NO	WATTS	LUMENS	VOLTAGE	COLOR TEMP	DIAMETER
LHB-220-CW	220W	18000	120/277V AC	CW 5000K	18"

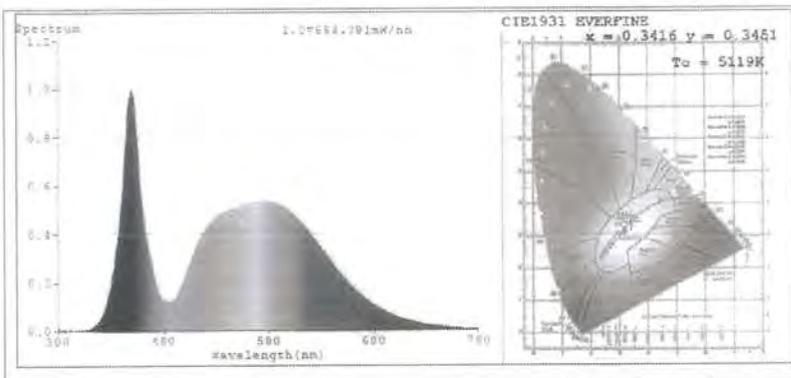
REFLECTORS FOR LED HIGHBAY

MODEL NO.	DESCRIPTION	MATERIAL	DIAMETER
LHB-AL-18"	REFLECTOR FOR LHB-220CW	ALUMINUM	18"



PHOTOMETRICS:

Spectral Power Distribution & Chromaticity Diagram



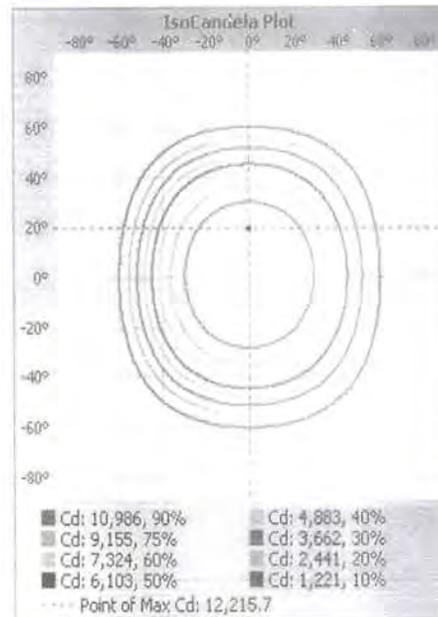
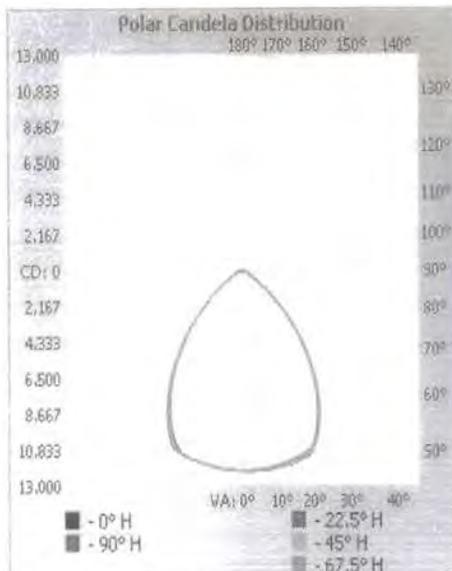
Illuminance Plots

Center Beam Fc	Illuminance at a Distance	
	Center Beam Fc	Beam Width
17.0ft	41.8 fc	34.0 ft 30.6 ft
34.0ft	10.4 fc	68.1 ft 61.3 ft
51.0ft	4.6 fc	102.1 ft 91.9 ft
68.0ft	2.6 fc	136.1 ft 122.6 ft
85.0ft	1.7 fc	170.2 ft 153.2 ft
102.0ft	1.2 fc	204.2 ft 183.9 ft

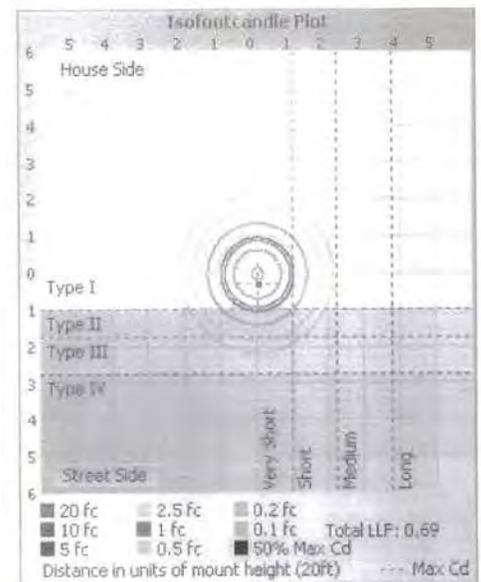
■ Vert. Spread: 90.1°
 ■ Horiz. Spread: 84.1°

ISOCANDELA DIAGRAM

Photometric Data



ISOLUX DIAGRAM



January 19, 2016

Ashley Freburg, Communications Specialist

301 N. 8th

PO Box 998

Garden City, KS 67846

RE: Garden City Community Grant

Dear Ms. Freburg:

I am writing in regard to the Garden City Community Grant. Enclosed I have done an application to request funds. I am also enclosing copies of the items I am hoping to purchase for my classroom. I appreciate your consideration and time in reviewing my application. Please do not hesitate to contact me if you have questions about anything I've enclosed.

Thank you,

A handwritten signature in blue ink that reads "Tamillia Moore". The signature is written in a cursive, flowing style.

Tamillia Moore

6600 S. Westfork Rd.

Garden City, KS 67846

tmoore@gckschools.com

757-814-0575

City of Garden City Community Grant

Application to Request Funds

Name of Applicant: Tamillia Moore

Contact Information: address: 6600 S. Westfork Rd., Garden City, KS 67846

Email: tmoore@gckschools.com

Phone: 757-814-0575 (cell)/ 620/805-7368 (work)

Project: "Operation Phonics Boost" We are requesting funds to purchase a phonics program called "Boost".

Project Description/Purpose: The objective of this project is to help students with learning disabilities build on their phonics skills, thus improving their reading abilities. This project would be used at Edith Scheuerman Elementary School (1901 W. Wilcox, Garden City, KS 67846) for students in grades 2-4 who come to the Resource Classroom for services. Because phonics has not been a focus in recent years, many students are not able to sound out words or do not know basic phonics rules. This impairs their ability to read at grade level. By instituting this program in our resource room, we are hoping to build these skills of our students to enable them to improve on their overall reading abilities. Additionally, Boost has exercises that will help build reading comprehension. Thus when students begin to build their phonics skills, they can be further assisted by working toward building their ability to comprehend what they read.

Amount of Money Requested: \$669.00

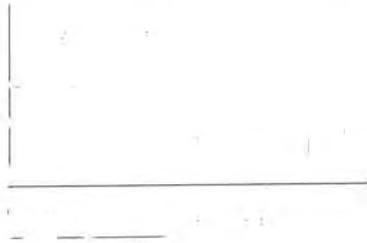
Itemization of Funding:

3 sets of Student Phonics Kits (\$75.00 each)	\$225.00
1 set of Student Workbooks	\$45.00
1 set of Teacher Lesson Plan Kits	\$399.00

Future Plans for this program: This project will affect our students this year and for many years to come. The workbook sheets will be taken out and placed in clear folders for students to use again and again. Because our usual group number is 3, we chose 3 sets of Phonics Kits. If we find we should need more, we have a small amount of money available each year to help make additional purchases.

Other Contributors: Currently we have no other contributors. We have applied for a \$500 grant through the Kansas Association of Retired School Personnel (KARSP), but will not know whether or not we are chosen until sometime in March, 2016.

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[Home](#) / [Catalog](#) / [Instruction](#) / [Boost](#) » Phonics Boost Student ...



[Download a Phonics Boost sample lesson>>](#)

More About Phonics Boost

Phonics Boost features 80 lessons that address the needs of struggling readers in grades 2–12. Just like Phonics Blitz™, the heart of the instruction is phonemic awareness and phonics, with the net effect of gains in vocabulary, fluency and comprehension. In grades 2–3, the lessons can be used to address the basic reading skills that students need to succeed with complex text. In grades 4–12, Phonics Boost is used with students with severe decoding weaknesses, who need intensive reading support to overcome their decoding deficits.

Related Products

Phonics Boost Oral Reading Passages, Book 1



Quantity *

1

Add to cart

Phonics Boost Student Workbook 1



Quantity *

1

[Add to cart](#)

Phonics Boost Student Workbook 4



Quantity *

1

[Add to cart](#)

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[Pre-decoding Survey](#)

[Decoding Surveys](#)

[Advanced Plus Survey Plus](#)

[Grouping Matrix](#)

[Progress Monitoring](#)

Lessons

[Phonics Suite and Rtl](#)

[Blast Foundations](#)

[Phonics Boost](#)

[Phonics Blitz](#)

[Phonics Boost Plus](#)

Address

Really Great Reading Company LLC

PO Box 46

Cabin John, MD 20818

P: 866.401.READ (7323)

F: 240.465.0478 (Please call to confirm that we received your fax)

info@reallygreatreading.com

[Contact Us](#)

[Privacy Policy](#)

[Terms and Conditions](#)

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Student Phonics Kit

SKU: PSK-T

Price: \$75.00

Catalog: Boost Blitz Student Manipulatives

\$75.00

Quantity *

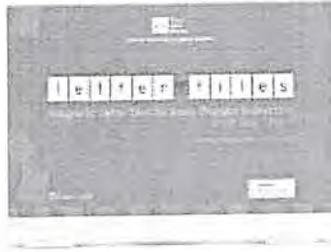
1

[Add to cart](#)

The Student Phonics Kit provides explicit multisensory practice for students who have decoding weaknesses. Students use the letter tiles and SyllaBoards to practice the phonics concepts taught in the lessons. They use the calculator and colored pencils as they track errors and chart their rate and accuracy during oral reading. The Student Phonics Kit can also be used by tutors working with one or two students or with other phonics-based programs.

Contains:

- 14.5" x 10" magnetic receptive Cover Board
- 11" x 10" magnetic receptive Phonics Board
- 5.5" x 11" magnetic receptive Halfboard
- 101 small letter tiles
- 5 magnetic receptive SyllaBoards
- 5 magnetic color tiles



Quantity *

1

[Add to cart](#)

Letter Tile Box Two



Quantity *

1

[Add to cart](#)

Student Phonics Board Set

Bringing words into high definition. Join us while we examine words, word parts, and the complex English language code.

E-mail...

Subscribe

About Us

Really Great Reading believes that every student has the right to appropriate, high-quality, foundational-skills reading instruction. We are focused on preventing and remediating decoding weaknesses in students in all grades (and even adults). We provide educators the tools and knowledge to teach all students (not just those who learn easily) to read. We make assessment and grouping practical, efficient, and accurate. Our approach to reading instruction is research-based, interactive, explicit, structured, and multisensory. In our lessons, students not only learn to read, but enjoy the intelligent and age appropriate learning process.

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[White Boards](#)

Diagnostics

SOUTHEAST ASIAN

MUTUAL ASSISTANCE ASSOCIATION

(SEAMAA)



SOUTHEAST ASIAN
MUTUAL ASSISTANCE ASSOCIATION



To: Ms. Ashley Freburg, Communications Specialist
301 N. 8th Garden City, KS 67846

From: Shelly Le Dinh – Executive Director
Southeast Asian Mutual Assistance Association
4101 E. Hwy 50 Suite A - Garden City, KS 67846

Date 2/18/2016

Subject: Application to Request Funds of Garden City Community Grant

Dear Madam,

Our agency, Southeast Asian Mutual Assistance Association (SEAMAA), has received your letter dated 1/8/16. We are very excited to make this application for funds of Garden City Community Grant.

SEAMAA is a non-profit organization. Our program is to help the Asian refugees who have problems with the new life in American Society. We help Asian people with orientation for daily basic needs, job search, housing assistance, interpretation & transportation at any places they need help (such as: doctor's, dentist's offices, hospital, police department, insurance companies, lawyer office, court house, SRS, School District, WIC, etc.)

In summary, our task is to build a comprehensive bridge to American Society for families coming from Southeast Asia to the U.S.A. Our goal is to help Asian people understand English, American life style and laws so that they can overcome difficulties in their new life.

To realize this program we need about \$39,000.00. Currently, our agency mostly depends on the support of the Finney County United Way. We have received from it an award of \$22,500 for the year of 2016 and also we have received \$10,000 from Alcohol Tax Funds for the year 2015. We need some more money to keep our office open and continue to serve people.



SOUTHEAST ASIAN
MUTUAL ASSISTANCE ASSOCIATION



Madam, next year, 2016, we need some more money (\$17,500) to do better our jobs to help people.

Our goal is to provide all the necessary needs for the Asian to be successful and become productive in the community.

Enclosed is our proposed use of that amount of money. Please, accept that proposal so that we can improve our services. Thank you for your consideration for our agency.

Sincerely

Shelly Le Dinh
Executive Director



SOUTHEAST ASIAN

MUTUAL ASSISTANCE ASSOCIATION



Agency name: Southeast Asian Mutual Association Assistance

F.I.D #48-0990577

Email and/or web site: seamaa@sbcglobal.net

Physical Address: 4101 E. Hwy. 50 Suite A – Garden City, Kansas 67846

Mailing Address: 4101 E. Hwy. 50 Suite A – Garden City, Kansas 67846C

Contact Person: Shelly Le Dinh

Telephone: (620) 275 – 2261

Funding Request for next year: **\$17,500.00**

Breakdown of funding:

Office Supplies	\$2,300.00
Office and Shipping	\$800.00
Printing	\$1,900.00
Salary	\$4,100.00
Rent	\$3,800.00
Training for clients (jobs and life skills)	\$1,500.00
Telephone	\$1,300.00
Transportation	\$1,800.00
Total	\$17,500.00

Every year, there are Asian newcomers coming to the U.S.A. Their life is difficult on the first days in the new country because of the language barrier. Our program continues to help people. Recently our agency doesn't receive enough money. In future we hope you will help us to do that jobs.

4101 E. HWY 50, SUITE A • GARDEN CITY, KS 67846 • (620) 275-2261

NP
50**KANSAS SECRETARY OF STATE
Not-for-Profit Corporation
Annual Report****Kansas Office of the Secretary of State:**Memorial Hall, 1st Floor (785) 296-4564
120 S.W. 10th Avenue kssos@sos.ks.gov
Topeka, KS 66612-1594 www.sos.ks.gov

THIS SPACE FOR OFFICE USE ONLY.

1. **Business entity ID #** This is not the Federal Employer ID Number (FEIN). 086-649-1

2. **Name of corporation** Must match name on record with Kansas Secretary of State. Southeast Asian Mutual Assistance Association

3. **Mailing address**
Address will be used to send official mail from the Secretary of State's Office.
Do not leave blank.

Attention Name	Shelly Dinh			Address	4101 E Hwy 50		
City	Garden City	State	KS	Zip	67846	Country	USA

Check this box if this is a new address. Our records will be updated **only** if this box is checked.

4. **Principal office address**
Must be a street, rural route, or highway. A P.O. box is unacceptable.

Address	4101 E Hwy 50						
City	Garden City	State	KS	Zip	67846	Country	USA

5. **Tax closing date** Month Year December 2014

6. **State of incorporation** Kansas

7. **Name, title, and address of each officer of corporation**
If additional space is needed, please provide attachment.
Do not leave blank.

Name 1	Bui The Bi	Title	President				
Address	4101 E Hwy 50 #50						
City	Garden City	State	KS	Zip	67846	Country	USA
Name 2	Mitch Young	Title	Vice President				
Address	2804 Henderson Drive						
City	Garden City	State	KS	Zip	67846	Country	USA
Name 3	Chuong Nguyen	Title	Treasurer				
Address	513 Colony						
City	Garden City	State	KS	Zip	67846	Country	USA

Additional Member

Co Truong

209 St. John, # 9, Garden City, KS 67846



SOUTHEAST ASIAN

MUTUAL ASSISTANCE ASSOCIATION



Garden City Community Grant

REFUGEE RESETTLEMENT:

Assisting new arrival refugees to settle in the new environment. The services include: Housing Assistance referral, General Orientation for daily basis needs. Jobs Placement and other Social Adjustments.

JOB SERVICE:

Job Search, Job Entry process, Job Placement, Job Pre-Orientation and follow up for 90 days.

INTERPRETATION:

SEAMAA mainly serves all clients with interpretation including some documentation translated. Business and other service provider's coordination.

TRANSPORTATION:

SEAMAA provides transportation services limited for those who may have the need such the seniors, new refugees and other disability recipients.

COUSELING:

SEAMAA provides counseling for the families as one by one basis for those who may need it. The counseling services includes many issues such as job, children, school and domestic violence matters.

REFERRALS:

Assisting clients with referral services. SEAMAA has a great experience coordinating with many mainstreams by having good source in gear for those need them.



SOUTHEAST ASIAN

MUTUAL ASSISTANCE ASSOCIATION



SOUTHEAST ASIAN MUTUAL ASSISTANCE ASSOCIATION

4101 E. Hwy. 50 Suite A

Garden City, Kansas 67846

(620) 275 – 2261

**Board of Directors
June 2015 Through June 2019**

	NAME	OCCUPATION	ADDRESS	PHONE
President:	Mr. Bui The Bi	Tyson Team Member	4101 E. Hwy. 50 #55	(620) 272 – 0969
Vice-President:	Mr. Mitch Young	Tyson Personal Manager	2804 Henderson Dr.	(620) 805 - 9001
Secretary:	Mr. Nu Nguyen	Tyson Team Member	2918 Kris Place	(620) 275 –5201
Treasurer:	Mr. Chuong Nguyen	Tyson Team Member	513 Colony Street	(620) 272 – 0573
Member:	Mr. Jimmy Mai	Jimmy's Repair Owner	1609 Remington	(620) 272 – 4384
Member:	Ms. Botoun Srey	Tyson Team Member	4101 E. Hwy. 50#206	(620) 260-9289
Member:	Mrs. Coi Truong	Work at College	209 St. John	(620) 271 - 0678

Note: The Board of Directors will serve for two terms of 4 years. The new Board of Directors For the term will be selected by the end of each term by the Board of Directors

4101 E. HWY 50, SUITE A • GARDEN CITY, KS 67846 • (620) 275-2261



SOUTHEAST ASIAN
MUTUAL ASSISTANCE ASSOCIATION



ORGANIZATION OF STAFF AS FOLLOWED:

SEAMAA Board of Director

Meeting every quarter to discuss the organization activities outcomes and concerns.

SEAMAA Executive Director

Monitoring and following up all activities. Supervising all staffs.
Reporting to the Board Member

Bilingual Case Managers

In house and outreaching services to the refugees' population in Finney County.
Reporting all servicing activities to the Executive Director

SUMMER PLAYGROUND PROGRAM

A Community-wide Cooperative Program Providing Free Summer Activities for Children in Garden City

February 17, 2015

City Manager's Office
PO Box 499
Garden City, KS 67846

To Whom it May Concern:

We would like to apply for Community Grant Funding for 2016 for the Summer Playground Program. This program is being conducted through the cooperative efforts of the Big Brothers Big Sisters of Finney & Kearny Counties, Finney County Health Coalition and Garden City Recreation Commission. The Summer Playground Program began in 2006 with help from Boy Scouts, Garden City Community College, K-State Extension, GCCC/Educational Talent search, USD 457, and the Community Health Coalition. We are asking for \$6,500 pay for part of the costs associated with this program.

As a result of funding given to Garden City Recreation and Big Brothers Big Sisters by the city and county, we were able to serve 263 youth ages 5-15 at four sites: 108 at East Garden Village, 68 at Finnup Park, 16 at the Presbyterian Church, and 71 at Scout Park. The programs were able to run Monday –Thursdays in June and July for seven weeks. Educational presentations were provided by Lee Richardson Zoo, Commerce Bank, Finney County Extension Nutrition and Animal Health, Books on the Bus, Finney County Sheriff's Office, Beef Empire Days Royalty, Kansas Highway Patrol, GCCC, and the Garden City Fire Department.

Lunch was provided each day by USD 457 through a USDA lunch program grant. Staff and supplies for each site were paid for by grants from the City of Garden City, AFAC, United Way, Finnup Foundation, and Western Kansas Community Foundation. Staff training was provided in-kind by Garden City Recreation Commission and Big Brothers Big Sisters. In addition, Garden City Recreation was funded through United Way to provide bus rides to Finnup Park for youth in the Towns Riverview South Areas.

These agencies came together in a truly cooperative effort to better serve youth in the community who would not otherwise be engaged in positive activities during the summer. Engaging these children in positive activities and exposing them to area agency representatives will help them become more aware of the community around them. In turn, creating a more educated, more productive area work force in the future. As well as preventing juvenile crimes such as vandalism, graffiti, underage drinking, theft, and early parenting. These children were able to participate free of charge in positive activities each day, receive lunch, and have access to the Big Pool. In addition, for the last two years each site has been able to raise a vegetable garden. The kids work in the gardens over the summer and are able to consume the fresh fruit and vegetables they have

grown. The Finney County Extension Office has provided education on nutrition, growing vegetables, and recipes for the food they kids grow.

The funds we are requesting would be used to provide shared supplies, and labor for the programs at the East Garden Village site, Finnup Park site, and Scout Park sites. Equipment will be saved and used for future years. Our objectives for this program are alcohol prevention in youth through activities and mentoring, to create a safe environment where children feel welcome, to educate youth about the negative influences in our community and how they can combat them, provide transportation to the areas of the community where children would not otherwise be able to attend due to location or non-ability to be transported. Many of these children would be left at home in the summer unsupervised.

This program will be open to all youth in the community who want to participate with special focus by summer playground program agencies on getting youth from East Garden Village, the Burnside Drive Area, Farmland Road, Wagonwheel trailer park, H & H trailer park, Towns Riverview area, and other similar areas to participate. We have gained support from the school district and United Way to help provide some of the transportation to these sites.

The school district will be providing a nutritious lunch for all participating youth and the Books on the Bus program will visit each site every week.

Other participating businesses/agencies from the community are Commerce Bank, Red Cross, the Garden City Fire Department, the Garden City Police Department, Finney County Humane Society, Finney County Extension Office, Boy Scouts, Finney County EMS, Lee Richardson Zoo, Boy Scouts, Telegram, GCCC, The Art Center and Buffalo Refuge.

Big Brothers Big Sisters and the Garden City Recreation Commission will be coordinating and providing the programs at the 4 sites. In addition, Big Brothers Big Sisters and the Rec Commission will be providing liability insurance and responsible adult staff at each site. The coalition will be requesting some funding from the City of Garden City, AFAC, Western Kansas Community Foundation, Finnup Foundation, and Finney County United Way.

The students at the East Garden Village Playground Program and the Presbyterian Church sites will be receiving an hour of school work time in addition to the 2 ½ hours of playground time. This will be before lunch. Big Brothers Big Sisters 48-1007859 will be the fiscal agent for the purposes of this grant. If you have further questions please contact Tammy Wilson, Big Brothers Big Sisters (620) 275-2424 or (620) 640-8614. We are responsible for the completion and oversight of this project. Thank you for your consideration of this project.

Sincerely,

Tammy Wilson
Executive Director
Big Brothers Big Sisters

2016 Budget for Program

Contract Labor

1 Coordinator	\$2500
5 Assistants	\$7200 (4 Assts X \$10.00/hr X 4 hrs/day X 36 days)
1 garden coordinator for EGVEducational Programs	\$2000 (\$10/hr X 10 hrs/week X 20 weeks)
Mulch/Straw 3 sites	In Kind
Soil/equipment rental	\$300
Rent	\$500
Lunch	In Kind
Sports/Art/School Supplies	In Kind (Provided by USD #457)
Cups	2833 (Provided by another grant)
Promotion	In Kind Donated
Transportation	\$1000 In Kind
Training for staff	\$3600 (requested from other entities)
Liability Insurance	\$160 In Kind
Administration	In Kind
Ice (\$1 X 4 days X 8 wks X 3)	\$3700 (requested from other entities)
TOTAL	\$96
	\$23,889

Community Grant TOTAL REQUEST

Assistant Program Coordinator/teacher	\$2000
Additional Assistants	\$3000
Supplies for other sites	\$1500
TOTAL	\$6,500

TOTAL PROJECT BUDGET \$30,389.00

Cost per child for the whole summer is \$101 per child.

FYI: Daycare for these children would cost \$55 per week per child at a cost of \$440.00 for the summer.

NOTE: We have to have so many adults per number of children due to safety.



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Ashley Freburg, Staff Liaison
DATE: March 15, 2016
RE: 2016 AFAC Recommendation

ISSUE:

The Governing Body is asked to consider and approve the distribution of AFAC funds as recommended by the Alcohol Fund Advisory Committee.

BACKGROUND:

The Alcohol Fund Advisory Committee met on March 3, 2016 to discuss the distribution of grant funds to area agencies to create or maintain programs targeting drug and alcohol use prevention or treatment. AFAC members are Kevin Bascue, Susan Escareno, and Verna Weber.

The Alcohol Fund Advisory Committee was established in 1982 to advise the governing bodies of the City and County on the distribution of alcohol consumption tax funds. Funding for AFAC is established in KSA 79-41a04, which creates an Alcoholic Liquor Fund, and prescribes how those monies are to be distributed back to local units of government. For cities with populations greater than 6,000 the law sets forth that 1/3 of the money be credited to the general fund, 1/3 be credited to a special parks and recreation fund, and 1/3 to special alcohol and drug programs funded in the city treasury. AFAC is responsible for recommending to the City and County how the final third dedicated to special alcohol and drug programs will be distributed. AFAC applicants are expected to provide a strategic description of how requested funds will be used. Recipients are expected to provide documentation as to their success in fulfilling their commitment.

While the committee seriously considers any request for funding that meets the criteria of KSA 79-41a04, AFAC is particularly interested in areas of substance abuse prevention. The committee monitors the distribution of funds as they relate to six categories identified by the Center for Substance Abuse Prevention: Problem Identification and Referral Alternatives and Activities Community-Based Change Efforts Environmental Approaches Prevention Education Information Dissemination.

The Alcohol Fund Advisory Committee has completed its review of applications for 2016 funding. The Committee applied the process it has developed over recent years which is based on a solicitation of requests, evaluation of requests, and monitoring the past use of funds for those agencies that have previously participated in the program.

The Committee received 14 applications requesting a total of \$167,424. The City of Garden City has budgeted \$90,000 and Finney County has committed \$10,000 for the purposes of distributing monies to agencies that qualify for AFAC funds. After reviewing agency proposals, the AFAC

Committee respectfully submits the following funding recommendations:

Agency	Amount Requested	Amount Recommended
25th Judicial Community Corrections	\$ 18,500	\$ 16,000
25th Judicial Youth Services	\$ 21,970	\$ 18,000
Big Brothers Big Sisters & Summer Playground Program	\$ 32,500	\$ 23,000
Catholic Charities of Southwest Kansas	\$ 10,000	\$ 7,500
City on a Hill	\$ 8,000	\$ 0
Compass Behavioral Health	\$ 3,447	\$ 2,300
Finney County	\$ 707	\$ 0
Genesis Family Health	\$ 1,700	\$ 1,700
LiveWell Finney County	\$ 3,500	\$ 3,500
Real Men Real Leaders	\$ 4,500	\$ 3,500
SafeRide	\$ 32,000	\$ 0
Seeds of Hope Jail Ministry	\$ 5,200	\$ 4,500
Southeast Asian Mutual Assistance Association	\$ 12,900	\$ 10,000
Spirit of the Plains CASA	\$ 12,500	\$ 10,000
Total	\$ 167,424	\$ 100,000

ALTERNATIVE:

1. Approve the Committee’s recommendation to award \$100,000, including \$10,000 from the County and \$90,000 from the City to a total of eleven (11) agencies.
2. Alter the Committee’s recommendation and award funding as the Governing Body sees fit.
3. Do not approve the Committee’s recommendation and send the item back to the Committee for further review.

RECOMMENDATION:

AFAC recommends Governing Body consideration and approval of Alternative 1 as the committee members feel the distribution levels represent a balanced and effective use of available funds.

FISCAL NOTE:

If approved, the City of Garden City will expend \$90,000.00 from the AFAC Fund for the purposes of funding the AFAC Grant.

ATTACHMENTS:

Description	Upload Date	Type
2016 AFAC Applications	3/8/2016	Backup Material

25TH JUDICIAL DISTRICT



**COMMUNITY CORRECTIONS
&
REHABILITATIVE SERVICES**

BETH A. BEAVERS, DIRECTOR

STEPHANIE HORNBAKER, DEPUTY
DIRECTOR

OLANDA 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

BRANDIE O'DELL, ISO I

DORA HERRERA, ISO

HOLLY MEYERS, ISO I

**REHABILITATIVE SERVICES
OFFICE:**

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

VACANT, REHABILITATIVE SERVICES
SUPERVISOR

CURTIS KNIGHT, COUNSELOR

KATHY FRICK, COUNSELOR

February 12, 2016

Ashley Freburg, Communications Specialist
Garden City
PO Box 998
Garden City, KS 67846

Re: Application for Alcohol Tax Funds

Dear Ms. Freburg:

Please find enclosed the 25th Judicial District Community Corrections and Rehabilitative Services' Application for Use of Alcohol Tax Funds. As a result of the indigent status of many of our individuals in Finney County, we are requesting \$18,500 to pay the services of our Outpatient Treatment Program for Chronic Substance Abusers, and a recurrent history of arrest and/or conviction or probation/parole violations for continued substance abuse activity. The grant request would allow us to provide a needed treatment and workbooks for 15 individuals who are unable to pay due to financial status.

While the agency receives state funding for the provision of probation services to a targeted offender population, we are not a state operated program and depend on grant funding and offender fee payments to support the services that we offer in the counties that we serve. For example, the Rehabilitative Services component provides substance abuse counseling and education services (i.e., ADIS, domestic violence and life skills programs) and relies solely on grants and offender fees for funding.

If you have any questions about our application or agency, feel free to contact me by telephone or email. Your attention to our request is greatly appreciated.

Sincerely,

Beth A. Beavers, Director

Application for use of Alcohol Tax Funds
 2016 City of Garden City
 Alcohol Fund Advisory Committee

You may provide additional information. However, this form must also be completed.

Agency Name: Primary Contact Name: Address: Phone Number: Email Address:	25 th Judicial District Community Corrections and Rehabilitative Services Beth Beavers 601 N. Main, Ste. A, Garden City, Ks 67846. (620) 272-3630 bbeavers@finneycounty.org
How will requested funds be used?	While the 25 th Judicial District Community Corrections program receives state funding to serve a target offender population, the agency is not a state operated program and depends on grant funding and fee generation to support the services offered in the counties that it serves. For example, the Rehabilitative Services component provides substance abuse counselling and education services (i.e., ADIS, domestic violence and life skills programs) and relies solely on grants and fees for funding. The population that the agency serves are people who are in the court system. They are typically financially strapped due to court fees, restitution, unemployment or underemployed. Since there are limited substance abuse programs for individuals in Finney County, the funds will be used to provide the needed services of the Outpatient Treatment Program for Chronic Substance Abusers to persons that are unable to pay for substance abuse treatment that they need. The alcohol tax funds would allow the agency to offer the needed services to those 15 individuals who would not be able to obtain the needed treatment. Offenders will be evaluated to determine a need for services through the completion of a comprehensive evaluation to determine their history and level of difficulty with illicit drugs or alcohol. Referrals would be accepted from the District and Municipal Courts, Community Corrections Officers, Court Services Officers and State Parole Officers within Finney County.
Requested Amount of Funding	\$18,500.00
Project budget: Please include as much detail as possible concerning your projected expenses as they relate to the request: The budget should also include all streams of	The requested funding amount is for The following is a breakdown of the projected expenses: Outpatient treatment for 15 offenders.... \$1,200 X 15 = \$ 18,000 <u>Outpatient workbooks for treatment for 15 offenders...\$30 X 15 = \$450</u>

<p>funding from partners and in kind donations that will be used to complete the project.</p>	
<p>Describe how will your request will address one or more of the following;</p> <ol style="list-style-type: none"> 1) alcoholism and drug abuse prevention and education, 2) alcohol and drug detoxification, 3) intervention in alcohol and drug abuse, or 4) treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers. 	<p>The Outpatient Treatment Program for Chronic Substance Abusers expanded services, as described in this grant application, will provide non-residential alcohol and drug counseling in a therapeutic setting for the diagnostic and primary treatment of our clients on a scheduled and non-scheduled basis. Clients with present or past histories of alcohol and or drug abuse, whose current physical or emotional status allow them to function in their own community will be considered eligible for services. The chronic abuse treatment program typically consists of 12 individual sessions and 24 (2 hour) group sessions at \$20 per hour. The program is tailored to meet the client's needs. The program can be longer or shorter than the above amounts. Topics to be covered during the first phase of treatment include:</p> <p>Phase 1</p> <ul style="list-style-type: none"> Addictive Disease Concepts Physiological Effects of Drugs and Alcohol Psychological Effects of Drugs and Alcohol Drug and Alcohol Education Introduction to 12 Step Programs AIDS / Hepatitis / Communicable Disease Education Assertiveness Training, Self Esteem (Cognitive) Denial, Anger, Resentment and Fears (Cognitive) Instability and Problem Solving (Cognitive) Values and Relationship (Cognitive) Relationships Loss and Grief <p>The second phase of treatment will focus on continuing sobriety and relapse issues. The Aftercare/Relapse prevention module will require ongoing regular sessions addressing the topics that will include, but not limited to:</p> <p>Phase 2</p> <ul style="list-style-type: none"> The Recovery Process Utilizing Support Groups Understanding Relapse, Relapse Prevention Co-Dependency Education and Discussion Managing Post Acute Withdrawal Phases and Warning Signs of Relapse Stress and Depression

	<p align="center">Family Support and Involvement</p>
<p>How will you measure the effectiveness of your use of the funds?</p>	<p>The agency will identify those offenders that need financial assistance by having them fill out an application for indigency determination. The applicant will have to be a resident of Finney County. The applications will then be forwarded to the director/ deputy director who will either grant or deny the application based on the criteria answered. These applications will be maintained by the director. If the application is granted a monthly invoice of services provided will be attached to the application. The application is as follows:</p> <p align="center">25th Judicial District Community Corrections</p> <p align="center">APPLICATION FOR INDIGENCY DETERMINATION</p> <p>A. Information for the Applicant:</p> <ol style="list-style-type: none"> 1. If the director/deputy director finds that you meet the official financial guidelines to have any or all of the fees incurred with the 25th Judicial District Community Corrections, you will still be required to pay costs, fees or restitution imposed by the court. 2. You must file a separate application anytime your financial situation no longer meets the official guidelines or the director/deputy director requires you to do so. 3. At any time, you may request or the director/deputy director may require a review of your eligibility for a waiver of fees; and, at any time, the director/deputy director may require you to pay fees previously waived or to pay future fees. 4. When you sign this form, you will have to swear or affirm that you have completely and truthfully provided all information sought, to the best of your knowledge and ability. 5. The information you give in this form will be confidential. 6. Except for signatures, all information must be clearly printed. <p><i>If you knowingly give any incomplete and/or false information, you may be prosecuted for the crime of false swearing.</i></p>

B. Information about You and Your Case:

1. Name: _____

Telephone Number: _____

Address: _____

2. Describe the fees and amount that you are requesting to be waived:

C. Information about Your Financial Situation:

1. What is your current yearly household net income (take-home) from all sources (salary or wages, business(es), government payments, rents, pensions, interest, etc.): \$ _____

2. List the names and relationships to you of all the persons supported by this income, whether or not they are household members:

3. What is the total number of these persons? _____

4. How much money do you and your household members have in cash, checking and savings accounts, deposit certificates, an/or bonds (liquid assets)? \$ _____

5. List your regular monthly household dept-payment and other expenses (mortgage, car, and other debt payments; food, rent, utilities, medical transportation, child-care, and other expenses):

6. What is the total amount of these monthly expenses? \$ _____

7. List all cars, trucks, motorcycles, or recreational vehicles (all-terrain vehicles, motor homes, snowmobiles, boats), including their make, model, and year, that you and your household members own:

8. What is the total value of the above items? \$ _____

9. List all real estate (houses, lots, land, rental property, other commercial property) that you or your household members own:

10. What is the total value of the above items? \$ _____

11. What would be the consequences for you if a waiver of fees is denied?

By signing my name on this form, I swear to or affirm: the completeness and truthfulness, to the best of my ability and knowledge, of the information I have provided and my belief that I have a right to a waiver.

Signature of Applicant: _____

SUBSCRIBED AND SWORN TO before me this ____ day of _____, 20__.

NOTARY PUBLIC

For Agency Use Only

The affiant's application for a waiver is (initial one):

_____ Granted

_____ Denied

Date: _____

Signature of Director/Deputy Director: _____

How many individuals will be aided by your use of AFAC funds?	There will be 15 clients that directly benefit the AFAC funds. The whole community benefits indirectly if they are able to successfully abstain from drug and alcohol addiction.
How many individuals in Finney County will be aided by your use of AFAC funds?	The AFAC funds are only available to Finney County residents. The client has to fill in there address portion of the application.
Do you have any other partners in this project? If so, who are the partners?	The applications are made available to Garden City Municipal Court clients, the 25 th Judicial District Court Services, Kansas Department of Corrections Paroles Services and the 25 th Judicial District Community Corrections.

Please complete and return to Ashley Freburg, Communications Specialist, PO Box 998, Garden City, KS 67846 by 4:00 p.m., February 19, 2016. For a digital version of this form, please visit the City of Garden City website at www.garden-city.org.

Alcoholic Liquor Fund

The State of Kansas, in KSA 79-41a04, creates an Alcoholic Liquor Fund, and describes how those moneys are to be distributed back to local units of government. For cities with population greater than 6,000 (Garden City fits that category) the law sets forth that 1/3 of the money be credited to the general fund, 1/3 be credited to a special parks and recreation fund, and 1/3 to a special alcohol and drug programs fund in the city treasury.

The Garden City Alcohol Fund Advisory Committee

The City and County Commissions established in 1982 (City: Ord. 1484, and County: Res. 18-82) the policies of the local Alcohol Fund Advisory Committee (AFAC). AFAC has advised the governing bodies on the distribution of alcohol consumption tax funds since inception. In 1990, the City and County Commissions changed the composition of the board from 12 members to 3 (City: Res. 1553, and County: Res. 11-90), but the charge of the group remains the same.

Currently, AFAC is committed to establishing a process by which to distribute the funds in a manner that enables the group to monitor effectiveness. Applicants are expected to provide a strategic description of how requested funds will be used and recipients are expected to provide documentation as to their success in fulfilling their commitment.

While the committee will seriously consider any request for funding that meets the criteria of KSA 79-41a04, AFAC is particularly interested in areas of substance abuse prevention. The committee monitors the distribution of funds as they relate to the following six categories identified by the Center for Substance Abuse Prevention:

- 1) Problem Identification and Referral
- 2) Alternatives and Activities
- 3) Community-Based Change Efforts
- 4) Environmental Approaches

Application for use of Alcohol Tax Funds

2016 City of Garden City

Alcohol Fund Advisory Committee

You may provide additional information. However, this form must also be completed.

<p>Agency Name: Primary Contact Name: Address: Phone Number: Email Address:</p>	<p>25th Judicial District Youth Services James Perkins 2701 N. 11th Garden City, KS. 67846 620-271-6299 jperkins@finneycounty.org</p>								
<p>How will requested funds be used?</p>	<p>Youth Services is requesting funding (\$20,000) to apply toward the salary/benefits of one full time juvenile substance abuse treatment professional and operational costs associated with delivering evaluation, education and treatment services to youth and in Garden City and Finney County.</p> <p>Youth Services is also requesting an additional \$1,970.00 to purchase a Fatal Vision Marijuana Simulation Experience-Event Kit.</p>								
<p>Requested Amount of Funding</p>	<p>\$21,970.00</p>								
<p>Project budget: Please include as much detail as possible concerning your projected expenses as they relate to the request: The budget should also include all streams of funding from partners and in kind donations that will be used to complete the project.</p>	<p>Youth Services is requesting \$20,000 to apply toward salary and benefits.</p> <table border="1" data-bbox="655 1093 1436 1285"> <tr> <td colspan="2">Position Breakdown</td> </tr> <tr> <td>Salary</td> <td align="right">\$47,564.00</td> </tr> <tr> <td>Benefits (FICA, Unemp, Work Comp, KPERS)</td> <td align="right">\$10,292.85</td> </tr> <tr> <td align="center">TOTAL</td> <td align="right">\$57,856.85</td> </tr> </table> <p>Youth Services has funding from another source, Finney County General Fund, to pay the remaining salary costs for this position. The AFAC grant would go in-part towards paying the costs for this position.</p> <p>Fatal Vision Marijuana Simulation Experience-Event Kit. \$1590.00 Two Extra Sets of Goggles: \$380.00</p> <p>Total Request: \$21,970.00</p>	Position Breakdown		Salary	\$47,564.00	Benefits (FICA, Unemp, Work Comp, KPERS)	\$10,292.85	TOTAL	\$57,856.85
Position Breakdown									
Salary	\$47,564.00								
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TOTAL	\$57,856.85								
<p>Describe how will your request will address one or more of the following: 1) alcoholism and drug abuse prevention and education, 2) alcohol and drug detoxification, 3) intervention in alcohol and drug abuse, or</p>	<p>Youth Services has created a comprehensive juvenile treatment program that offers prevention, intervention, and treatment services for youth in the community. Youth Services offers an alcohol/drug information school for youth experimenting or at-risk of experimenting with substances. The program teaches the dangers of substance abuse, refusal skills, appropriate decision-making, and pro-social activities to these youth. Intervention and treatment services include comprehensive evaluation services by a licensed substance abuse counselor, treatment services utilizing</p>								

<p>4) Treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers.</p>	<p>group and individual treatment techniques, and aftercare services for youth returning to the community from inpatient treatment. Youth Services focuses solely on the unique needs of the juvenile offender or at-risk youth population.</p> <p>Youth Services has one full time substance abuse counselor. This counselor is trained in the SASSI assessment tool and the KCPC. Further, our substance abuse counselor is trained in cognitive treatment techniques that are shown in recent research literature as an effective technique in the areas of marijuana and cocaine addiction intervention and treatment.</p> <p>An important aspect of the services provided is that youth who are on probation or custody case management and who demonstrate drug/alcohol tendencies can be seen on-site without going through a lengthy referral process. The advantage of having licensed drug & alcohol counselors on-staff and available to work with at-risk youth vastly improves the efficiency in providing these services to youth who need them. Additionally, our drug and alcohol counselor travels the outer counties within our district to provide counseling and assessment services to youth within our district who may otherwise not have access to such services.</p> <p>The Fatal Vision Marijuana Simulation Experience-Event Kit will allow Youth Services to bolster our prevention offerings by offering prevention courses that demonstrate the deleterious effects of the use of Marijuana. The kit will demonstrate the potentially dangerous consequences of being impaired from the recreational use of Marijuana. These prevention lessons will demonstrate the loss of visual perception, short-term memory loss and slowed reaction time that result from using Marijuana. Given the close proximity to the State of Colorado which has legalized the use of recreational Marijuana we believe it is highly important to educate youth on the negative effects of using Marijuana.</p>
<p>How will you measure the effectiveness of your use of the funds?</p>	<p>Youth Services will utilize measures to determine the program's effectiveness. These include:</p> <ol style="list-style-type: none"> 1. Each youth receiving services will complete a Back on Track Assessment that measures risk and protective factors the youth presents at the time of treatment. Upon completion, the youth will complete a post Back on Track assessment to determine the level of change in the risk and protective factors presented after the treatment modality application. 2. Youth Services will measure retention rates by tracking the number of youth referred for treatment services compared to the number of youth completing treatment services. 3. Youth Services will monitor the effectiveness of the treatment services by utilizing urinalysis testing on all youth referred for treatment services. (Youth referred for the prevention services only will not be tested during the treatment modality)

How many individuals will be aided by your use of AFAC funds?	Projections of future numbers depends largely on how many referrals we receive in 2016. That said in 2015 53 area youth were served in Drug & Alcohol Prevention classes and 61 youth received Substance Abuse Evaluations and treatment.
How many individuals in Finney County will be aided by your use of AFAC funds?	The overwhelming majority of youth served by Youth Services are Finney County residents. However, Youth Services does not turn away referrals from those persons outside of Finney County.
Do you have any other partners in this project? If so, who are the partners?	The Drug & Alcohol Services we provide are part of our on-going service to at-risk youth who are either formally in the juvenile justice system or are at-risk of entering it. We also accept referrals from the community at-large should parents find themselves in need of drug and alcohol services for their child. Youth Services does not turn away any referral for these services and seeks to provide needed services where needed and/or indicated through assessment.

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While the committee will seriously consider any request for funding that meets the criteria of KSA 79-41a04, AFAC is particularly interested in areas of substance abuse prevention. The committee monitors the distribution of funds as they relate to the following six categories identified by the Center for Substance Abuse Prevention:

- 1) Problem Identification and Referral
- 2) Alternatives and Activities
- 3) Community-Based Change Efforts
- 4) Environmental Approaches
- 5) Prevention Education
- 6) Information Dissemination

Application for use of Alcohol Tax Funds

2016 City of Garden City

Alcohol Fund Advisory Committee

You may provide additional information. However, this form must also be completed.

Agency Name: Primary Contact Name: Address: Phone Number: Email Address:	Big Brothers Big Sisters of Finney & Kearny Counties Tammy Wilson 1312 N 7 th St. or PO Box 1544, Garden City 620-275-2424 or 620-640-8614 bbbs@gcnet.com
How will requested funds be used?	To provide one to one supervised mentoring programs for youth ages 5-17
Requested Amount of Funding	\$26,000
Project budget: Please include as much detail as possible concerning your projected expenses as they relate to the request: The budget should also include all streams of funding from partners and in kind donations that will be used to complete the project.	\$26,000 (80 youth @\$325 per child for year) To provide for Professional staff support, volunteer recruitment and training, case management, and supplies all directly related to one to one mentoring services to children.
Describe how will your request will address one or more of the following; 1) alcoholism and drug abuse prevention and education, 2) alcohol and drug detoxification, 3) intervention in alcohol and drug abuse, or 4) treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers.	Our request will address alcohol prevention and education, through placing mentors with area school children ages 5-13, volunteer community mentors with children ages 5-17, and to facilitate parents/guardians of youth we serve by providing them with information on existing resources/referrals specific to their family situation. We will also provide each mentor with a prevention-based orientation/training and each child will receive same information.
How will you measure the effectiveness of your use of the funds?	We will measure our effectiveness through use of an instrument developed for Big Brothers Big Sisters of America that provides outcomes and tracks each child in 21 key areas including alcohol/drug prevention.
How many individuals will be aided by your use of AFAC funds?	80 local youth, their parents/guardians and siblings
How many individuals in Finney County will be aided by your use of AFAC funds?	80 local youth, their parents/guardians and siblings
Do you have any other partners in this project? If so, who are the partners?	Garden City Schools, Garden City Community College, Holcomb Schools, local radio stations, United Way, Finnup Foundation

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- 1) Problem Identification and Referral
- 2) Alternatives and Activities
- 3) Community-Based Change Efforts
- 4) Environmental Approaches
- 5) Prevention Education
- 6) Information Dissemination

AFAC conducts mid-year and end of year reviews on all awarded funds. Distribution of funds comes in four, quarterly payments (generally disbursed in March, June, September, and December).

Contacts

Kevin Bascue, AFAC member

Susan Escareno, AFAC member

Verna Weber, AFAC member

Ashley Freburg, Staff liaison to AFAC

Board of Directors
2016
Big Brothers Big Sisters of Finney & Kearny Counties

Tawni Lynch
Howard Insurance, Satanta
President

Rebecca Binkley
Teacher
Garden City High School

Scott Bauer
Assistant Manager
Wal-Mart

Mark Hinde
CEO
SDSI



Big Brothers Big Sisters of Finney & Kearny Counties

1312 N 7th Street
P.O. Box 1544
Garden City, KS 67846

(620) 275-2424
bbbs@gcnet.com

February 17, 2016

City Manager's Office
AFAC Committee Members
PO Box 499
Garden City, KS 67846

To Whom It May Concern:

We would like to apply for AFAC Funding for 2016. If you have questions, or for further information, please contact me at the above address or at (620) 640-8614. Thank you for your consideration of our request.

Our community based and school-based mentoring programs have been very effective within our community for 32 years. We provide this free service in which our carefully screened, and trained volunteer mentors visit their matched *little's* in school classrooms or in the community once a week. During this time, the youth receives assistance with schoolwork, emotional support, alcohol/drug/gang prevention education, and community resource education, as well as companionship with a positive role model with whom they learn to trust. This supervised bond combine with individualized case plans for each child is what creates lasting behavior changes in these youth.

Short term, students show increased self-esteem, better grades, school success, school participation, reduced truancy and delinquency, better relationships with parents/peers, and increases ability to make good decisions. Long term outcomes show high school graduation, post high school education including college, gainful employment, and ability to manage issues without use of drugs/alcohol.

To make a difference in the life of one child, what does that mean to you? Each year, Big Brothers Big Sisters of Finney & Kearny Counties matches hundreds of local children with carefully trained and supervised mentors. They are making a difference for those children facing adversity in our community. Statistics show that kids who participate in Big Brothers Big Sisters programs are more likely to graduate high school, and more likely not to be involved in the juvenile justice system. Those youth with a high school diploma will earn on average \$10,000 per year more than those without a diploma. They are also more likely to attend college, which raises their income exponentially.

It costs approximately \$180.00 per DAY to house a youth in the local juvenile detention center and \$223.74 to house a youth in the Juvenile Correctional Facility. The average stay for a youth in a JCF is 270 days, costing the taxpayers in the State of Kansas \$48,000 to \$60,410 per year per child!

BBBS focus is to help children facing adversity to become productive citizens able to achieve lifelong success. We want to eliminate the chances of the children in our community becoming a statistic.



Our agency runs on a small staff and a large group of volunteers within our community. Our staff trains volunteers to work with our children and their families. The staff also monitors each match to ensure the child's needs and goals for success are being met. By helping the youth, we also help the families to become more successful. Some families struggling to provide for their children and by having this extra support their feel better about their child's future and their own. Once the child begins to show interest and success in school, the family becomes interested in school. Once one child graduated from high school, it is more likely that siblings will graduate from high school. This trend then continues with the child's family and we have broken the circle of low achievement.

Our professional staff track each child's progress on a monthly basis to make sure the ever changing needs of each child are met—whether that is academically, emotionally, or socially. School personnel, the child's guardian and our case managers work diligently with each child and volunteer to ensure the success of each child.

Our *outcomes* completed on children in our Finney County programs consistently show these successes:

RESULTS:

- 100% of youth were able to avoid delinquency,
- 100% were able to avoid substance abuse,
- 100% were able to avoid gang involvement,
- 96% improved in school,
- 98% showed improved self-confidence/mental health, and
- 100% of youth and parents were satisfied with the program

With funding from AFAC in 2015, our agency has been able to successfully 65 match children with a mentor, through this funding and train volunteers, school personnel, and parent/guardians on drug/alcohol prevention, increasing self esteem in children, gang prevention, cultural awareness, tolerance, how to talk to children, available community resources, and when to ask for help.

Our school based mentoring and community-mentoring programs are a vital community resource because they help to fill the gap for those underserved youth who require extra attention, as well as assist in easing the burden left on classroom We are still serving youth ages 5 to 17, from Burmese refugees to kids on the verge of dropping out, and kids who are living in poverty/have had family members arrested, and have no goals for the future. These kids get the help they need at school, at home, and in the community through our programs.

Our goals are:

- **To recruit, screen and train mentors to be matched one to one with a minimum of 80 underserved youth (we have exceeded our goals year after year in the number of children we are able to reach) from the targeted areas as determined by need assessment: children who are in families where their parent/guardian is on probation or has been in jail, children who live in homes where English is not the primary language, minority/refugees, or children that are at high risk due to other listed factors and are failing at school in one or more subjects. Matches will continue throughout the summer to provide consistency and continuity for the children.**
- **To ensure children in our programs demonstrate an ability to avoid substance abuse as reported on Program Outcome Evaluations. 90% demonstrating the ability to avoid substance abuse, 90% of children to demonstrate an ability to avoid delinquency and gang involvement, and 90% showing improvement in mental health, 90% showing improvement in school performance.**

Children should still have hope and we know that *good prevention programs not only increase knowledge, but produce lasting changes in behavior.* Our program has been successful year after year in doing just that.

The portion of this project we are asking for AFAC funding is to serve the one to one matches and their families, approximately 80 children. The cost per match would be \$320 per child for a year. This is an investment that has been proven again and again to be effective in changing risky behaviors which include alcohol use/abuse by minors.

We provide consistent, structured, monitored stable one to one relationships between caring adults that involve weekly ongoing face to face meetings between the volunteer and child, and focus on the development of character, capabilities, and confidence of the children. We include the parent/guardian in our training, provide them an opportunity for input, and provide them with resources. Our volunteers also receive training on gangs, drug/alcohol prevention, community resources, building self-esteem in children, and how to talk to children. Our programs help children feel they are safe and can develop life goals.

PRINCIPLES OF EFFECTIVENESS

The Big Brothers Big Sisters program utilizes a proven Program Outcome Evaluation system of performance evaluation. We can effectively measure each individual's progress in 21 key areas as well as overall trends in these areas to identify those issues which need more attention to successfully improve the mental health and overall success of each student in our program.

Big Brothers Big Sisters programs have been proven effective as prevention programs. According to a major four-year study by Public/Private Ventures, youth matched with a Big Brother or sister were 70% less likely to be arrested, 53% less likely to skip school, 33% less likely to engage in violent confrontations, 46% less likely to initiate drug use (70% less likely for minority students), and 27% less likely to start drinking alcohol (50% less likely for minority students). A 2-year study of five School-Based Mentoring Programs by Big Brothers Big Sisters of America, funded by UPS, showed that of youth matched one-to-one at school: 64% had better attitudes toward school, 58% achieved higher grades in social studies, languages, and math, 60% improved relationships with adults, and 64% had higher self-confidence. Providing adult volunteer mentors has a positive impact with far-reaching results, as children with positive self-confidence and academic success are less likely to drop out of school and less likely to begin using drugs or alcohol or engaging in delinquent behavior.

BBBSA distinguishes itself from other mentoring programs via rigorous published standards and required procedures:

- Orientation* is required for all volunteers.
- Volunteer Screening* includes a written application, a background check, an extensive interview, and a home assessment; it is designed to screen out those who may inflict psychological or physical harm, lack the capacity to form a caring bond with the child, or are unlikely to honor their time commitments.
- Youth Assessment* involves a written application, interviews with the child and the parent, and a home assessment; it is designed to help the caseworker learn about the child in order to make the best possible match, and also to secure parental permission.
- Matches* are carefully considered and based upon the needs of the youth, abilities of volunteers, preferences of the parent, and the capacity of program staff.

- Supervision* is accomplished via an initial contact with the parent, youth, and volunteer within two weeks of the match; monthly telephone contact with the volunteer, parent and/or youth during the first year; and quarterly contact with all parties during the duration of the match.

Program Outcomes:

An evaluation of the BBBSA program has been conducted to assess children who participated in BBBSA compared to their non-participating peers. After an eighteen month period, BBBSA youth:

- were 46% less likely than control youth to initiate drug use during the study period.
- were 27% less likely to initiate alcohol use than control youth.
- were almost one-third less likely than control youth to hit someone.
- were better than control youth in academic behavior, attitudes, and performance.
- were more likely to have higher quality relationships with their parents or guardians than control youth.
- were more likely to have higher quality relationships with their peers at the end of the study period than did control youth.

The information for this fact sheet was excerpted from: McGill, D.E., Mihalic, S.F., & Grotzinger, J. K. (1998). *Blueprints for Violence Prevention, Book Two: Big Brothers Big Sisters of America*. Boulder, CO: Center for the Study and Prevention of Violence.

Big Brothers Big Sisters of Finney & Kearny Counties follows this model in its programs, and in addition, follows BBBSA's program outcome evaluations. Every child in our programs are evaluated using this national model that tracks the needs and progress of each child. The process includes the child's parent or guardian from the beginning and providing input throughout the life of the match.

"Research shows that youth who participate in mentoring relationships experience a number of positive benefits. These benefits include better attendance and attitude toward school, less drug and alcohol use, improved social attitudes and relationships, more trusting relations and better communication with parents and a better chance of going on to higher education." (*Mentoring: A Promising Strategy for Youth Development Child Trends, 2002*).

AFAC QUALIFICATION

Big Brothers Big Sisters of Finney & Kearny Counties serves youth primarily in Garden City. Our program qualifies for AFAC funding according to the categories identified by the Center for Substance Abuse Prevention.

Sincerely,

Tammy Wilson
Executive Director
Big Brothers Big Sisters of Finney & Kearny Counties
1312 N 7th St

PO Box 1544
Garden City, KS 67846
(620)275-2424
(620) 640-8614
bbbs@gcnet.com

Application for use of Alcohol Tax Funds

2016 City of Garden City

Alcohol Fund Advisory Committee

You may provide additional information. However, this form must also be completed.

Agency Name: Primary Contact Name: Address: Phone Number: Email Address:	Catholic Charities of Southwest Kansa Debbie Snapp, Executive Director 906 Central Dodge City, KS 67801 620-227-1588 dsnapp@catholiccharitiesswks.org																		
How will requested funds be used?	Funds will be used to provide outpatient treatment to individuals who are alcoholic or drug abusers and their families who don't have insurance and cannot afford treatment. Services may include evaluations/assessments, individual and/or family treatment and relapse prevention and treatment groups.																		
Requested Amount of Funding	\$10,000																		
Project budget: Please include as much detail as possible concerning your projected expenses as they relate to the request: The budget should also include all streams of funding from partners and in kind donations that will be used to complete the project.	<table border="0"> <tr> <td>8 assessments @ \$150.00 =</td> <td>\$1,200.00</td> </tr> <tr> <td>80 individual assessments @ \$90.00 =</td> <td>\$7,200.00</td> </tr> <tr> <td>53 group sessions @ \$30.00 =</td> <td><u>\$1,590.00</u></td> </tr> <tr> <td align="right">Total</td> <td>\$9,990.00</td> </tr> <tr> <td colspan="2"> </td> </tr> <tr> <td>Counselor reimbursement</td> <td>\$6,913.00</td> </tr> <tr> <td>Mileage 2778 miles @\$0.54 =</td> <td>\$1,570.00</td> </tr> <tr> <td>Clerical Support</td> <td><u>\$1,507.00</u></td> </tr> <tr> <td align="right">Total</td> <td>\$9,990.00</td> </tr> </table> <p>Fees and counselor reimbursements are set by contractual agreement with addiction counselor.</p>	8 assessments @ \$150.00 =	\$1,200.00	80 individual assessments @ \$90.00 =	\$7,200.00	53 group sessions @ \$30.00 =	<u>\$1,590.00</u>	Total	\$9,990.00			Counselor reimbursement	\$6,913.00	Mileage 2778 miles @\$0.54 =	\$1,570.00	Clerical Support	<u>\$1,507.00</u>	Total	\$9,990.00
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Total	\$9,990.00																		
Describe how will your request will address one or more of the following; 1) alcoholism and drug abuse prevention and education, 2) alcohol and drug detoxification, 3) intervention in alcohol and drug abuse, or 4) treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers.	<p>Alcohol Tax Funds will be used to provide intervention services through evaluations and assessments. Funds will also be used to provide individual, family and group treatment. Many people in need of alcohol and drug treatment do not seek services because the cost of services and without insurance or eligibility to government programs creates a financial hardship. Assistance from the Alcohol Tax Fund would increase access of drug and alcohol services to the residents of Garden City.</p> <p>Use of the Alcohol Tax Fund will be focused on Garden City and Finney County residents and be provided in the Garden City office of Catholic Charities of Southwest Kansas at 603 N 8th, Garden City, KS.</p>																		
How will you measure the effectiveness of your use of the funds?	The addiction program of Catholic Charities is monitored by state licensing agencies. Client satisfaction surveys are also used to determine the effectiveness of the program. The results of the satisfaction surveys are reported to the Catholic Charities board of directors.																		
How many individuals will be aided by your use of AFAC funds?	We anticipate serving 15 individuals who will have a total of nearly 150 contact services through the grant funding.																		
How many individuals in Finney County will be aided by your use of AFAC funds?	All funds will be used to serve clients only in Finney County.																		
Do you have any other partners in this project? If so, who are the partners?	Catholic Charities participates in the Finney County Health Coalition and other community coalitions and share the availability of services in the community.																		

Please complete and return to Ashley Freburg, Communications Specialist, PO Box 998, Garden City, KS 67846 by 4:00 p.m., February 19, 2016. For a digital version of this form, please visit the City of Garden City website at www.garden-city.org.

Alcoholic Liquor Fund

The State of Kansas, in KSA 79-41a04, creates an Alcoholic Liquor Fund, and describes how those moneys are to be distributed back to local units of government. For cities with population greater than 6,000 (Garden City fits that category) the law sets forth that 1/3 of the money be credited to the general fund, 1/3 be credited to a special parks and recreation fund, and 1/3 to a special alcohol and drug programs fund in the city treasury.

The Garden City Alcohol Fund Advisory Committee

The City and County Commissions established in 1982 (City: Ord. 1484, and County: Res. 18-82) the policies of the local Alcohol Fund Advisory Committee (AFAC). AFAC has advised the governing bodies on the distribution of alcohol consumption tax funds since inception. In 1990, the City and County Commissions changed the composition of the board from 12 members to 3 (City: Res. 1553, and County: Res. 11-90), but the charge of the group remains the same.

Currently, AFAC is committed to establishing a process by which to distribute the funds in a manner that enables the group to monitor effectiveness. Applicants are expected to provide a strategic description of how requested funds will be used and recipients are expected to provide documentation as to their success in fulfilling their commitment.

While the committee will seriously consider any request for funding that meets the criteria of KSA 79-41a04, AFAC is particularly interested in areas of substance abuse prevention. The committee monitors the distribution of funds as they relate to the following six categories identified by the Center for Substance Abuse Prevention:

- 1) Problem Identification and Referral
- 2) Alternatives and Activities
- 3) Community-Based Change Efforts
- 4) Environmental Approaches
- 5) Prevention Education
- 6) Information Dissemination

AFAC conducts mid-year and end of year reviews on all awarded funds. Distribution of funds comes in four, quarterly payments (generally disbursed in March, June, September, and December).

Contacts

Kevin Bascue, AFAC member

Susan Escareno, AFAC member

Verna Weber, AFAC member

Ashley Freburg, Staff liaison to AFAC

Application for use of Alcohol Tax Funds

2016 City of Garden City
Alcohol Fund Advisory Committee

You may provide additional information. However, this form must be completed.

Agency Name: Address: Phone Number: Email Address:	City on a Hill Inc. 116 ½ East Chestnut St. Garden City, Kansas 67846 620-276-0840 chislu@aol.com Christopher A. Lund, LAC Executive Director
Purpose for Requested Funds:	City on a Hill is the only agency in Garden City, Kansas that provides substance abuse treatment services through the Federal Block Grant which is administered through the State of Kansas. This allows for individuals who fall below the 200% poverty margin to access substance abuse treatment services at no cost to the individual. We are requesting funding to help pay a portion of the salary for a licensed addiction counselor to continue to provide these much needed services. We also have implemented a prevention program in Seward and Scott Counties for middle school and high school students which we have tried to implement in Garden City in previous grant cycles.
Requested Amount of Funding (include as much detail concerning your projected expenses as they relate to the request):	8000.00 Dollars for 25% of Counselor Salary
Describe how will your request will address on or more of the following: 1) alcoholism and drug abuse prevention and education, 2) alcohol and drug detoxification,	Our primary purpose for this year's funding is to allow licensed professional to provide substance abuse treatment throughout the garden City area, and look at outreach programs including prevention in the Garden City area and

<p>3) intervention in alcohol and drug abuse, or 4) treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers.</p>	<p>surrounding communities.</p>
<p>How will you measure the effectiveness of your use of the funds?</p>	<p>Student Satisfaction surveys. Client Satisfaction Surveys.</p>

Please complete and return to Ashley Freburg, Communications Specialist, PO Box 998, Garden City, KS 67846 by 4:00 p.m., February 19, 2016. For a digital version of this form, please visit the City of Garden City website at www.garden-city.org.

Alcoholic Liquor Fund

The State of Kansas, in KSA 79-41a04, creates an Alcoholic Liquor Fund, and describes how those moneys are to be distributed back to local units of government. For cities with population greater than 6,000 (Garden City fits that category) the law sets forth that 1/3 of the money be credited to the general fund, 1/3 be credited to a special parks and recreation fund, and 1/3 to a special alcohol and drug programs fund in the city treasury.

The Garden City Alcohol Fund Advisory Committee

The City and County Commissions established in 1982 (City: Ord. 1484, and County: Res. 18-82) the policies of the local Alcohol Fund Advisory Committee (AFAC). AFAC has advised the governing bodies on the distribution of alcohol consumption tax funds since inception. In 1990, the City and County Commissions changed the composition of the board from 12 members to 3 (City: Res. 1553, and County: Res. 11-90), but the charge of the group remains the same.

Currently, AFAC is committed to establishing a process by which to distribute the funds in a manner that enables the group to monitor effectiveness. Applicants are expected to provide a strategic description of how requested funds will be used and recipients are expected to provide documentation as to their success in fulfilling their commitment.

While the committee will seriously consider any request for funding that meets the criteria of KSA 79-41a04, AFAC is particularly interested in areas of substance abuse

Healthy Minds. Healthy Lives. Healthy Communities.

January 18, 2016

Alcohol Fund Advisory Committee
Attention: Ashley Freburg, Communications Specialist
P.O. Box 998
Garden City, Kansas 67846

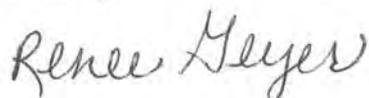
Re: 2016 Application

Dear Alcohol Fund Advisory Committee:

Thank you for the opportunity to apply for funds to help children and youth avoid alcohol and substance use through prevention education in Garden City. The *Second Step* curriculum helps kids to develop self esteem, confidence, and better decision making skills – all translating into better life decisions – including decisions to not use substances, or to at least delay the use of substances.

We will use any funds granted to continue use of the *Second Step* program to enhance social-emotional skill development, thereby assisting young individuals and their families.

Sincerely,



Renee Geyer, CMC – Grant Coordinator
Compass Behavioral Health / formerly Area Mental Health Center
210 W. 4th Street – Scott City, KS 67871
rgeyer@compassbh.org 620.872.5338

Application for use of Alcohol Tax Funds

2016 City of Garden City

Alcohol Fund Advisory Committee

You may provide additional information. However, this form must also be completed.

Agency Name: Primary Contact Name: Address: Phone Number: Email Address:	Compass Behavioral Health (formerly Area Mental Health Center) Executive Director Ric Dalke 531 Campusview Street, PO Box 1905 - Garden City, KS 67846 620.271.3807 (cell) rdalke@compassbh.org
How will requested funds be used?	<p>For Alcohol and Substance Use Prevention - The middle school years are a peak time for substance abuse initiation (<i>Johnston, O-Malley, Bachman, & Schulenberg, 2005</i>). Thus, reducing early initiation, a major risk factor for later problems (<i>Hawkins, et al., 1997</i>), is a primary program goal. The risk and protective factors for abuse of alcohol and other substances are addressed throughout the <i>Second Step</i> program with specific lessons targeting drug and alcohol use. <i>Second Step</i> focuses on providing accurate information and building on the social and personal skills addressed in previous lessons, including the skills to recognize and resist problematic choices.</p> <p>For purchasing three <i>Second Step</i> Child Protection Units designed to help protect children from sexual abuse and other forms of abuse and neglect. The program consists of curriculum, parent training, and skill development. Group decision making, modeling, coaching and practice are demonstrated in lessons using interpersonal situations.</p> <p>The Child Protection Unit builds on core social-emotional skills taught in the <i>Second Step</i> program that deter substance abuse, problem behaviors and bullying, to keep children safe from abuse and neglect.</p>
Requested Amount of Funding	\$3,447- 3 <i>Second Step</i> Child Protection Units -\$1,149 each
Project budget: Please include as much detail as possible concerning your projected expenses as they relate to the request: The budget should also include all streams of funding from partners and in kind donations that will be used to complete the project.	Alcohol Tax Funds request: \$3,447 for 3 Child Protection Units Compass In-Kind donation: \$1,000 to train staff and parents Compass sites provided <i>Second Step</i> Child Protection Units include: 1) Therapeutic Education Program (with GC USD #457) 2) Garden City Outpatient Community Based Services (two units/due to age range and numbers of children served) Compass in-kind donation: ➤ Training staff and parents to utilize the curriculum The curriculum would be used by Compass Behavioral Health with all young children (Preschool through Grade 5) receiving services in Garden City, along with the <i>Second Step</i> curriculum already in place. This curriculum helps kids to develop self esteem, confidence, and better decision making skills – all translating into making better life decisions – including decisions to not use substances, or to at least delay the use of substances.
Describe how will your request will address one or more of the following; 1) alcoholism and drug abuse prevention and education,	Research shows <i>Second Step</i> evidence-based curriculum is effective in many areas; including deterring substance abuse, problem behaviors and bullying. It teaches children to identify and understand their own and others' emotions; reduce impulsiveness and choose positive goals, and manage their own emotional reactions and decision making process when emotionally aroused. Curriculum contains teaching kits that build sequentially and cover empathy, impulse control, and anger

<p>2) alcohol and drug detoxification, 3) intervention in alcohol and drug abuse, or 4) treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers.</p>	<p>management in developmentally and age-appropriate ways.</p> <p>Over the past several decades, researchers have identified factors in multiple areas of children's lives that either support their healthy development or increase their risk of involvement in problems such as violence, delinquency, substance abuse, or school failure. The curriculum targets a range of risk and protective factors linked to positive and negative outcomes for children and youth. Risk factors include the likelihood that children will experience problems or engage in problem behavior. Protective factors buffer children from the effects of risk and improve their chances for success. Protective factors may also prevent the onset of harmful behavior in the future (<i>Hawkins et al., 2000; Jessor, 1993</i>).</p> <p><i>Second Step</i> research on Kindergarten through Grade 5 shows: Compared to their peers, students who participate in social-emotional learning programs like school more, feel more connected to school; have more positive attitudes towards themselves and others; show more positive social behaviors in school; have fewer conduct problems, lower levels of emotional distress - such as anxiety and depressive symptoms, have significantly better school grades; and score on average 11 percentile points higher on measures of academic achievement (<i>Durlak, Weissberg, Dymnicki, Taylor & Schellinger, 2011</i>). The power of school connectedness vividly illustrates how young people's interpersonal, school, and life success are interwoven. Students who are connected to school are less likely to use alcohol and illegal drugs, engage in violent or deviant behavior, become pregnant, experience emotional distress (<i>Blum, McNeely, & Rinehart, 2002; Wilson, 2004</i>), or commit school violence (<i>Wingspread, 2004</i>). Students who are more bonded to school in the elementary grades are less likely to become serious criminals or join a gang in middle school, and less likely to drink, smoke, or have a drinking problem by age 21 (<i>Catalano et al., 2004</i>).</p> <p>The Child Protection Unit from the <i>Second Step</i> Program offers:</p> <ol style="list-style-type: none"> 1) Alcoholism and drug abuse prevention and education; and 2) Intervention in alcohol and drug abuse. <p>Strong assertiveness skills help children effectively report and refuse unsafe and abuse situations; name their feelings to recognize possible abuse; and use self-talk to remember important rules to keep them safe. Empathy and friendship skills are also used to help create a safe and supportive environment at school, where children who are dealing with abuse can find refuge and feel comfortable seeking help.</p>
<p>How will you measure the effectiveness of your use of the funds?</p>	<p>Compass will provide bi-annual reports using the Child Adolescent Functional Assessment (CAFAS) adopted by the State as an outcome measure. CAFAS has subscales in the categories of School/Work, Home, Community, and Behavior toward others, Moods/Emotions, Self Harm, Substance Abuse and Thinking. Additionally, it is used by the State to assist with assessing clinical eligibility for the Serious Emotional Disturbance Waiver, and Compass uses it for treatment planning and outcome measurements.</p>
<p>How many individuals will be aided by your use of AFAC funds?</p>	<p>193 <i>Directly</i> - 155 children receiving Outpatient Community Based Services and 38 children at the Therapeutic Education Program; plus many more <i>Indirectly</i> - family (parents, siblings, grandparents, etc.)</p>

How many individuals in Finney County will be aided by your use of AFAC funds?	Through <i>Second Step</i> Child Protection Unit use, these Finney County individuals will benefit: the child & their family (parents, siblings, grandparents, etc.); administration, teachers & classmates; caregivers; law enforcement & juvenile corrections; and community members
Do you have any other partners in this project? If so, who are the partners?	Garden City USD #457 at the Therapeutic Education Program

Please complete and return to Ashley Freburg, Communications Specialist, PO Box 998, Garden City, KS 67846 by 4:00 p.m., February 19, 2016. For a digital version of this form, please visit the City of Garden City website at www.garden-city.org.

Alcoholic Liquor Fund

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The Garden City Alcohol Fund Advisory Committee

The City and County Commissions established in 1982 (City: Ord. 1484, and County: Res. 18-82) the policies of the local Alcohol Fund Advisory Committee (AFAC). AFAC has advised the governing bodies on the distribution of alcohol consumption tax funds since inception. In 1990, the City and County Commissions changed the composition of the board from 12 members to 3 (City: Res. 1553, and County: Res. 11-90), but the charge of the group remains the same.

Currently, AFAC is committed to establishing a process by which to distribute the funds in a manner that enables the group to monitor effectiveness. Applicants are expected to provide a strategic description of how requested funds will be used and recipients are expected to provide documentation as to their success in fulfilling their commitment.

While the committee will seriously consider any request for funding that meets the criteria of KSA 79-41a04, AFAC is particularly interested in areas of substance abuse prevention. The committee monitors the distribution of funds as they relate to the following six categories identified by the Center for Substance Abuse Prevention:

- 1) Problem Identification and Referral
- 2) Alternatives and Activities
- 3) Community-Based Change Efforts
- 4) Environmental Approaches
- 5) Prevention Education
- 6) Information Dissemination

AFAC conducts mid-year and end of year reviews on all awarded funds. Distribution of funds comes in four, quarterly payments (generally disbursed in March, June, September, and December).

Contacts

Kevin Bascue, AFAC member

Susan Escareno, AFAC member

Verna Weber, AFAC member

Ashley Freburg, Staff liaison to AFAC

Application for use of Alcohol Tax Funds
 2016 City of Garden City
 Alcohol Fund Advisory Committee

You may provide additional information. However, this form must also be completed.

Agency Name: Primary Contact Name: Address: Phone Number: Email Address:	Finney County Randall Partington 311 N. 9th Street, Garden City, Ks. 67846 620-272-3542 rpartington@finneycounty.org
How will requested funds be used?	Purchase and install 1 bike rack @ the new Corrections Building located on Santa Fe
Requested Amount of Funding	\$ 707.00
Project budget: Please include as much detail as possible concerning your projected expenses as they relate to the request: The budget should also include all streams of funding from partners and in kind donations that will be used to complete the project.	* 753.00 \$ 707.00 is the cost of the bike rack and the surface mount to install. Finney County Maintenance Dept will purchase hardware (bolts) and provide the labor to install.
Describe how will your request will address one or more of the following; 1) alcoholism and drug abuse prevention and education, 2) alcohol and drug detoxification, 3) intervention in alcohol and drug abuse, or 4) treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers.	The new Corrections Bldg. will combine Youth Services, Community Corrections and Court Services (Probation). This location will offer drug and alcohol prevention and education classes to assist the public and citizens currently on probation.
How will you measure the effectiveness of your use of the funds?	Monitor to account for how many customers and employees will use the bike rack over time.
How many individuals will be aided by your use of AFAC funds?	We currently have appx 850 individuals between staff and clients but anticipate only 100-200 appx. will be using the bike rack.
How many individuals in Finney County will be aided by your use of AFAC funds?	Unknown
Do you have any other partners in this project? If so, who are the partners?	Finney County has requested funding for 3 bike racks from the WKCF Use of Alcohol Funds for 3 additional facilities.

Please complete and return to Ashley Freburg, Communications Specialist, PO Box 998, Garden City, KS 67846 by 4:00 p.m., February 19, 2016. For a digital version of this form, please visit the City of Garden City website at www.garden-city.org.

Alcoholic Liquor Fund

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- 1) Problem Identification and Referral
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- 6) Information Dissemination

AFAC conducts mid-year and end of year reviews on all awarded funds. Distribution of funds comes in four, quarterly payments (generally disbursed in March, June, September, and December).

Contacts

Kevin Bascue, AFAC member

Susan Escareno, AFAC member

Verna Weber, AFAC member

Ashley Freburg, Staff liaison to AFAC



3350 NW BOCA RATON BLVD., SUITE B2 • BOCA RATON, FL • 33431
 PHONE: 561.620.7878 • FAX: 561.620.8668
 WWW.THEPARKCATALOG.COM

Quote	
SQ-090074	01/25/2016

Customer	Ship To
Finney County Administrator Cheryl Carroll PO BOX 1219 Garden City, KS US 67846 Phone: 620-272-3542 Fax: 620-272-3599	Finney County Administrator Cheryl Carroll 311 N. 9th St. Garden City, KS US 67846 Phone: 620-272-3542 Fax: 620-272-3599

THANK YOU FOR CHOOSING HIGHLAND PRODUCTS GROUP!
 SALES QUOTE TOTAL: \$707.00 (DETAILS ON 2ND PAGE)
 ASK ABOUT OUR NEW »» BEST PRICE GUARANTEE ««
 IF YOU FIND A LOWER QUOTE FOR THIS PRODUCT, WE WILL NOT ONLY MATCH IT BUT BEAT IT!

TERMS & CONDITIONS

SHIPPING: All merchandise is sold F.O.B. Deliveries are made during normal business hours, 8am - 4pm Monday - Friday. **Standard shipping charges are for Tailgate delivery to any commercial location on a commercial truck route;** the truck driver is under no obligation to help you unload. If you are unable to accept a shipment via this method you must purchase additional services. **Additional Services:** Residential Delivery, Limited Access Delivery, Liftgate Service, Inside Delivery, Construction Site Delivery, Notify Before Delivery.

Service Discrepancies: If there is a discrepancy in the services requested and the minimum services required to deliver the product, Highland reserves the right to charge the customer for any necessary additional services provided at the time of delivery.

Inspection of Shipments: It is the customer's responsibility to verify the delivery is for the correct product, count the number of pieces being delivered, and inspect for damages PRIOR to signing the delivery receipt provided by the driver. All claims MUST be recorded on the delivery receipt and reported within 48 hours of delivery.

Highland Products does NOT GUARANTEE replacement parts or product FREE of charge due to concealed or unreported damages.

Assembly May Be Required. Many of our products are shipped unassembled in order to minimize damage and lower freight charges.

CANCELLATIONS: All cancellations must be done in writing prior to shipping. Made-to-Order items already in production may not be cancelled.

RETURNS: We will accept returns of unused products up to 30 days from shipping date subject to ALL of the following terms and conditions:

Written approval and instructions must be issued by our Customer Service Department before any merchandise can be returned.

Shipping Returns: All merchandise must be returned in its original packaging, freight Prepaid. No Collect shipments are accepted.

Re-Stocking & Shipping Fees: The customer is responsible for a minimum 25% re-stocking fee and all related shipping charges on product returned for reasons other than damage or defect. Original shipping charges will not be refunded.

Web-Orders: For online orders, HPG is not responsible if the customer orders incorrect product or colors. All return and restock fees apply.

Made-to-Order or Personalized items are not returnable unless a defect in manufacturing is presented to us with pictures prior to return.

PRODUCT PRICE QUOTE IS VALID FOR 30 DAYS



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 PHONE: 561.620.7878 • FAX: 561.620.8668
 WWW.THEPARKCATALOG.COM

Quote	
SQ-090074	01/25/2016

Customer	Ship To
Finney County Administrator Cheryl Carroll PO BOX 1219 Garden City, KS US 67846 Phone: 620-272-3542 Fax: 620-272-3599	Finney County Administrator Cheryl Carroll 311 N. 9th St. Garden City, KS US 67846 Phone: 620-272-3542 Fax: 620-272-3599

Account	Quotation	Terms	Job Reference	Account Rep	Date
8097873	SQ-090074	Pre-Pay	Bike Rack	ROMMEL	01/25/2016

Item	Description	Qty	Unit Price	Unit Disc	Amount
536-1004	9 Bike Wave Rack - 2 3/8in Heavy-Duty	1	\$399.00	\$10.00	\$389.00
	Color: Galvanized	1	\$112.00	\$0.00	\$112.00
	Mounting Type: Surface Mount	1	\$0.00	\$0.00	\$0.00
Comment					

Subtotal	\$501.00
Shipping	\$206.00
Sales Tax	\$0.00
Total	\$707.00

NOTES:

* Unless otherwise noted shipping charges include standard delivery only. Liftgate service, notify before delivery available at additional cost.

To accept this proposal please sign here _____

Credit card holder name _____

Card No. _____

CVV 2Code _____ Exp. Date _____

Card Billing Address _____

City _____ State _____ Zip _____

Customer agrees to inspect all deliveries for damage and correct quantities and to note any discrepancies on freight bill and report them to Highland within 48 hours of receipt of goods or forfeit any right to freight damage claims or shortages.

PRODUCT PRICE QUOTE IS VALID FOR 30 DAYS



QUOTE

Finney County Building Maintenance
 311 N. Ninth St
 Garden City, Ks. 67846
 Phone: 620-272-2594 Fax: 620-272-3599

DATE: JANUARY 20, 2016
 INVOICE # 01212016

EXPIRATION DATE 30 Days

TO Finney County
 Administration
 311 N. Ninth St.
 Garden City, Ks. 67846
 Phone: 620-272-3542

SALESPERSON	JOB	SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE	PAYMENT TERMS	DUE DATE
					Due on receipt	

QTY	ITEM #	DESCRIPTION	UNIT PRICE	DISCOUNT	LINE TOTAL
1		Bicycle Rack installation			
4		3/8"x 2 1/4" anchor bolts	\$.50 ea.		\$ 2.00
1 hour		Installation Labor	\$ 44.00		\$ 44.00

TOTAL DISCOUNT

SUBTOTAL	\$ 46.00
SALES TAX	0
TOTAL	\$46.00

Quotation prepared by: _____

This is a quotation on the goods named, subject to the conditions noted below: [Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.]

To accept this quotation, sign here and return: _____

Thank you for your business!



122 West Laurel • Garden City, KS 67846 • Phone: 620-271-7400 • Fax: 620-708-4366

February 18, 2016

City of Garden City
Ashley Freburg
301 N. 8th
P.O. Box 998
Garden City, KS 67846

Dear Ashley,

Please see the attached grant proposal for the City of Garden City Alcohol Fund Advisory Committee (AFAC) grant. This grant request is for funding the purchase of the Intensive Outpatient Alcohol and Drug Treatment program to assist us with the ability to provide an evidence-based treatment curriculum to our Substance Abuse program participants. The program is offered by Genesis Family Health (GFH) formerly known as United Methodist Mexican American Ministries (UMMAM).

The program will address all four of the outlying goals identified by the Alcohol Fund Advisory Committee:

- 1) alcoholism and drug abuse prevention and education,
- 2) alcohol and drug detoxification,
- 3) intervention in alcohol and drug abuse, or
- 4) treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers.

Drug and alcohol issues are increasing within our community, with a continuous increase in the number of people who are being identified as having OPIOID addiction. The requested funding would enable Genesis Family Health to enhance services offered through our behavioral health services with a focus on Medication-assistance Treatment (MAT) and opioid disorder.

Genesis Family Health has also applied for the Community Grant, but holds the AFAC grant as our priority at this time. We appreciate your consideration of our proposal and we look forward to working with you. Should you have questions, please contact me at 620-271-7400 or jwright@genesisfh.org. Thank you.

Sincerely,

Julie K. Wright
Chief Executive Officer



www.genesisfamilyhealth.org



122 West Laurel • Garden City, KS 67846 • Phone: 620-271-7400 • Fax: 620-708-4366

City of Garden City Alcohol Fund Advisory Committee (AFAC) grant

<p>Agency Name:</p> <p>Primary Contact Name:</p> <p>Address:</p> <p>Phone Number:</p> <p>Email Address:</p>	<p>United Methodist Mexican American Ministries d.b.a Genesis Family Health Julie K. Wright 122 West Laurel, Garden City, KS 67846 (620)271-7400 jwright@genesisfh.org</p>
<p>How will requested funds be used?</p>	<p>Requesting funds for the purchase of the Intensive Outpatient Alcohol and Drug Treatment program by Hazeldon publishing to assist us in the ability to provide an evidence-based treatment curriculum to our Substance Abuse program participants. Drug and alcohol issues are increasing within our community, with a continuous increase in the number of people who are being identified as having OPIOID addiction. As an integrated health care system, we are seeing an increase in the number of chronic care patients that can be referred to this program. This material will allow us to provide medication assistance treatment for OPIOID abusers that is recognized by the National Institute of Drug Addictions (NIDA).</p>
<p>Requested Amount of Funding</p>	<p>\$1700.00</p>
<p>Project budget: Please include as much detail as possible concerning your projected expenses as they relate to the request: The budget should also include all streams of funding from partners and in kind donations that will be used to complete the project.</p>	<p>\$1799.00 will cover expenses related to the Treatment On Demand with the Matrix Model curriculum that covers individual/conjoint therapy, early recovery skills, relapse prevention, family education, social support, and drug-screening strategies.</p>
<p>Describe how will your request will address one or more of the following; 1) alcoholism and drug abuse prevention and education, 2) alcohol and drug detoxification, 3) intervention in alcohol and drug abuse, or 4) treatment of persons who are alcoholics or drug abusers or are in</p>	<p>This material will allow us to provide medication assistance treatment for OPIOID abusers that is recognized by the National Institute of Drug Addictions (NIDA).</p> <p>Genesis Family Health recently expanded behavioral health services with a focus on Medication-assistance Treatment (MAT) and opioid use disorder within sixteen counties across southwest Kansas. Genesis Family Health is the only Community Health Center (CHC) 330 grantee within the area</p>



<p>danger of becoming alcoholics or drug abusers.</p>	<p>with the closest 330 grantee approximately 120 miles from the Genesis Family Health's administrative offices. This leaves Genesis Family Health as the only medical/dental/mental health service option that provides services on a sliding fee schedule with nominal fees for the extremely poverty-stricken residents.</p>
<p>How will you measure the effectiveness of your use of the funds?</p>	<p>The Matrix Model has over 20 years of research and development. The effectiveness will be measured through the number of patients that complete the curriculum, number of patients who are administered suboxone, and the number of internal substance abuse referrals that are generated through our integrated health system.</p>
<p>How many individuals will be aided by your use of AFAC funds?</p>	<p>Genesis Family Health has a projected goal of 1200 visits across the geographical region.</p>
<p>How many individuals in Finney County will be aided by your use of AFAC funds?</p>	<p>Genesis Family Health has a projected goal of 600 individuals aided by the treatment curriculum within Finney County.</p>
<p>Do you have any other partners in this project? If so, who are the partners?</p>	<p>Partnership with New Chance in Dodge City and Compass Behavioral Health. Genesis Family Health is also pursuing a contractual agreement for general medical service provision, to perform, in accordance with the Kansas State Board of Healing Arts, medical services to include patient interviews, evaluations, provision of substance abuse medications, and consultations.</p>

*2016 City of Garden City
Alcohol Fund Advisory Committee*

Application for use of Alcohol Tax Funds

You may provide additional information. However, this form must also be completed.

<p>Agency Name:</p> <p>Primary Contact Name:</p> <p>Address:</p> <p>Phone Number:</p> <p>Email Address:</p>	<p>Finney County Community Health Coalition, Inc. dba LiveWell Finney County</p> <p>Lee Ann Shrader, Executive Director 310 E. Walnut, Ste. 202 620-765-1185 LeeShrader@Centura.org</p>
<p>How will requested funds be used?</p>	<p>To provide an evidence-based prevention program (Reality Tour) to educate and inform pre-teens and their parents about the consequences of drug and alcohol use. The program is "tour" of dramatic scenes that depicts choices and consequences of drug/alcohol use such as overdose, arrest, incarceration, and even death. There will be an interactive question and answer session with law enforcement/prevention specialists and recovering addicts to answer parent/student questions and educate about any myths or misinformation regarding drug/alcohol use.</p> <p>The interactive portion of the program will be provided as the SAMHSA biannual Town Hall meeting on Underage Drinking for the first Reality Tour that is provided.</p> <p>The requested funds will cover the cost of the evidence-based program curriculum provided through CANDLE, Inc. The program provides the scripts for all the dramatic scenes as well as needed information in organizing and developing all the volunteers and components of setting up a Reality Tour.</p> <p>With the purchase of the curriculum, we will assemble a group of stakeholders to discuss how the program will be set up in the community to provide the biggest impact to parents and students and develop the key positions needed to produce the program.</p> <p>The curriculum is licensed to one organization for one year at one site so careful consideration must be made to determine what site and the targeted audience for this type of program. The license allows reproducing the tour at that one site as often as needed within the term of the license. A tour then could continue even beyond the scope of this grant if needed within the year of purchase to impact even more students and parents. Other expenses that may be incurred to produce the tour in the community are promotional materials and facilitation fees for speakers. These expenses have the potential to be donated through our community partnerships, but must also be considered for the budget if other funding is not available.</p>

*2016 City of Garden City
Alcohol Fund Advisory Committee
Application for use of Alcohol Tax Funds*

You may provide additional information. However, this form must also be completed.

Requested Amount of Funding	\$3,500 for curriculum
Project budget:	See Attached
<p>Describe how will your request will address one or more of the following;</p> <ol style="list-style-type: none"> 1) alcoholism and drug abuse prevention and education, 2) alcohol and drug detoxification, 3) intervention in alcohol and drug abuse, or 4) treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers. 	<p>The funding requested will be used to address:</p> <p style="text-align: center;">1) Alcoholism and drug abuse prevention and education</p> <p>Concerns have been voiced by community partners about the alarming use of drugs and alcohol amongst teens in the Finney County area.</p> <p>The 2015 Communities That Care Survey (CTC) shows that while overall drug and alcohol use has decreased from previous years; Finney County is still well above state averages in almost all categories of drug use in 6th-8th grade age groups.</p> <p>Also alarming is an increased experimentation and regular use by 6th graders for not only alcohol but marijuana, cocaine/crack, heroin, LSD and huffing.</p> <p>The average age of the start of regular consumption of marijuana and alcohol reported by 6th graders was between 10-11 years old.</p> <p>The program will provide information on consequences of drug/alcohol use to educate and prevent future use as pre-teens enter into increased peer pressure and exposure to drugs and alcohol. The Reality Tour shows intense and alarming consequences of alcohol and drug use through dramatic presentation, morphing of photographs to demonstrate the effects of drugs on physical appearance, and personal testimonies of recovering youth or parents of recovering youth to illustrate real life examples of the consequences of drugs/alcohol use.</p> <p>The Tour will also provide education/awareness for parents about the pressures approaching and signs to look for as well. Strategies/Skills will be presented to help them with their child to prevent drug/alcohol use including current information on drugs and drug trends, as well as the opportunity to talk to law enforcement and recovery specialists regarding their questions and concerns.</p>
How will you measure the effectiveness of your use of the funds?	The Reality Tour is an evidence-based program that uses pre- and post-test surveys completed by both parents and students to measure the effectiveness of the program and the information presented. A 90 day follow up survey is also distributed to determine the longer term effectiveness of the strategies provided to parents and if the impact was

*2016 City of Garden City
Alcohol Fund Advisory Committee
Application for use of Alcohol Tax Funds*

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<p>How many individuals will be aided by your use of AFAC funds?</p>	<p>sustained after the program to prevent drug/alcohol abuse.</p> <p>At this time we are looking at targeting this program to at risk 4th-6th grade students Finney County as well as one or both of their parents. Our goal is to provide six Reality Tour events with 30-45 students and parents with the biannual SAMHSA Town Hall Meeting on Underage Drinking. If the outcomes are favorable we plan to provide the Reality Tour on a bi-monthly basis to impact all at risk students in Garden City, Holcomb and Garden City Catholic Schools. The curriculum license renewal is \$500 per year.</p>
<p>How many individuals in Finney County will be aided by your use of AFAC funds?</p>	<p>30-45 students per event 270 parents and students over 6 events</p>
<p>Do you have any other partners in this project? If so, who are the partners?</p>	<p>LiveWell Finney County collaborates with many agencies that would partner with us to provide this program, including USD 457, USD 363, Garden City Catholic Schools, Garden City Nazarene Church, SAMHSA, and Western Kansas Community Foundation.</p> <p>Other potential partners include Garden City Police Department, Associated Youth Services, 25th Judicial District Youth Services, Salvation Army, Communities in Schools, Big Brothers Big Sisters of Kansas, Bad Boys Boxing, Real Mean/Real Leaders and Garden City EMS along with other civic and faith based groups.</p>

LiveWell Finney County
Finney County Community Health Coalition, Inc.

REALITY TOUR 2016
An Alcohol/Drug Prevention Project

		<u>\$ 9,000.00</u>	
Total Project Budget		Budget	Other Pending Funding
Facilitation			
	Lead Facilitator: Coordinate and implement alcohol/drug prevention program	\$ 3,000	United Way
	Event Facilitators (2)	\$ 2,000	United Way
Curriculum	Reality Tour		
	Evidence-based prevention program - one year license	\$ 3,500	City of Garden City AFAC Grant
Materials/Supplies/Location			
	Promotional Items	\$ 500	SAMHSA Grant Kansas Health Foundation/Western Kansas Community Foundation
	Town Hall Meeting on Underage Drinking	\$ 500	Community Organizations - in kind
	Snacks	\$ 3,500	City of Garden City AFAC Grant

Please complete and return to Ashley Freburg,

*2016 City of Garden City
Alcohol Fund Advisory Committee
Application for use of Alcohol Tax Funds*

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Communications Specialist, PO Box 998, Garden City, KS 67846 by 4:00 p.m., February 19, 2016. For a digital version of this form, please visit the City of Garden City website at www.garden-city.org.

Alcoholic Liquor Fund

The State of Kansas, in KSA 79-41a04, creates an Alcoholic Liquor Fund, and describes how those moneys are to be distributed back to local units of government. For cities with population greater than 6,000 (Garden City fits that category) the law sets forth that 1/3 of the money be credited to the general fund, 1/3 be credited to a special parks and recreation fund, and 1/3 to a special alcohol and drug programs fund in the city treasury.

The Garden City Alcohol Fund Advisory Committee

The City and County Commissions established in 1982 (City: Ord. 1484, and County: Res. 18-82) the policies of the local Alcohol Fund Advisory Committee (AFAC). AFAC has advised the governing bodies on the distribution of alcohol consumption tax funds since inception. In 1990, the City and County Commissions changed the composition of the board from 12 members to 3 (City: Res. 1553, and County: Res. 11-90), but the charge of the group remains the same.

Currently, AFAC is committed to establishing a process by which to distribute the funds in a manner that enables the group to monitor effectiveness. Applicants are expected to provide a strategic description of how requested funds will be used and recipients are expected to provide documentation as to their success in fulfilling their commitment.

While the committee will seriously consider any request for funding that meets the criteria of KSA 79-41a04, AFAC is particularly interested in areas of substance abuse prevention. The committee monitors the distribution of funds as they relate to the following six categories identified by the Center for Substance Abuse Prevention:

- 1) Problem Identification and Referral
- 2) Alternatives and Activities
- 3) Community-Based Change Efforts
- 4) Environmental Approaches
- 5) Prevention Education
- 6) Information Dissemination

AFAC conducts mid-year and end of year reviews on all awarded funds. Distribution of funds comes in four, quarterly payments (generally disbursed in March, June, September, and December).

Contacts

Kevin Bascue, AFAC member

Susan Escareno, AFAC member

Verna Weber, AFAC member

Ashley Freburg, Staff liaison to AFAC



Reality Tour® - Program Overview

The *Reality Tour* is a volunteer-driven substance abuse prevention program that is presented to parents and their children (ages 10-17) in a community setting over the course of an approximately 3-hour session.

A *Reality Tour® Event or Tour* provides realistic scenes about the consequences of drug use and enables the audience to closely witness the emotions, turmoil and grief caused by a family member choosing to use drugs. The *Tour* uniquely engages the audience in live dramatic scenes about peer pressure, arrest, imprisonment, emergency room trauma, and a funeral. The *Tour* also includes a *Coping Skills Segment* and *Q&A Sessions* by the *Tour Director*, *Law Enforcement* and *Recovering Addict*, thus providing the audience with current drug abuse information specific to their community.



The overall program for a complete *Reality Tour* event is as follows:

Reality Tour® - Event or Tour

Registration Process
Preview/Exit Comparison Surveys
Youth Digital Photos
Drug Profile Exercise



Reality Tour® Part I - Dramatic Scenes

Peer Pressure Skit
Tour Director - Program Welcome
Drug Arrest
Prison Experience
Emergency Room
Funeral
Drug Prevention DVD
Reality Tour Banner Signing
Exit Surveys, Checklist Distributed



Reality Tour® Part II - Speaker Presentations

Tour Director - Coping Skills Segment, Comments
Star Parent (decals are optional)
Law Enforcement Interview Q & A
Recovering Addict Interview Q&A
Tour Director - Closing Remarks
Youth Morphed Photos Distributed
Family Health Policy Home Drug Tests Distributed (optional)
Survey Collection



Norma Norris, Executive Director
Ph: (724) 679-1788
NormaNorris@candleinc.org
Monarch Place
100 Brugh Ave.,
Butler, PA 16001
www.RealityTour.org

REALITY TOUR DRUG PREVENTION SYSTEM – STAKEHOLDERS DOCUMENTS

Welcome to the discovery process to determine readiness for community-based drug prevention. Exploring Reality Tour as a vehicle will enable you to network existing community resources and inspire citizens to join in providing a profound prevention experience to families.

The target audience is motivated families, who just don't understand the risks now present in the environment. The goal is to provide this experience to as many participants from the general public as possible on a regular basis. Please note that at-risk families may also attend and receive great benefit.

Reality Tour is meant to jumpstart the most powerful tool we have for preventionPARENTS!

We want parents to do 2 things:

1. Have informed, ongoing discussions with their child in the home
2. Monitor their child appropriately for the environment and risks

Reality Tour is a Program AND a Prevention System that impacts the entire community. You will realize immediate benefits from this innovative process that:

- A. Fills the gap in drug prevention that leaves out the general public
- B. Fills the gap in prevention that does not include parent and child learning together
- C. Fills the funding gap through an affordable, sustainable, volunteer-driven program
- D. Engages volunteers to get many more 'boots on the ground' for prevention
- E. Puts evidence-based prevention within the grasp of communities and organizations

You will realize permanent and sustainable benefits that:

- A. Establish a permanent parent/child prevention experience
- B. Establish a permanent program not dependent on grants or government funds
- C. Establish a program that immediately addresses changing drug trends

The following Stakeholder Meeting Documents will assist you in gathering support:

1. eWorkbook – Helps determine who should be invited
2. Volunteer Recruiting Poster – Lists the volunteer roles and the Stakeholder Meeting date
3. Overview – Shows the flow of activities for Reality Tour
4. Needs Value Acceptance - Gives you an immediate assessment of the level of buy-in

You may request trifold brochures. Just email the quantity needed and shipping address to NormaNorris@candleinc.org



REALITY TOUR[®] Drug Prevention Program



A Drug Prevention Program In Demand

Award Winning Grassroots Drug Prevention Program
Listed on Nat'l Registry of Evidence-Based Programs & Practices

www.nrepp.samhsa.gov

How It Works...Why it works...

What It Does...

- Includes parents and their children age 10+
- Parents respected as 'informed' afterwards
- Shows the ultimate price paid for drug abuse
- Dramatic scenes leave an emotional imprint
- The "addict" narrates his/her own powerful story
- Intimate setting brings you into each scene
- Interactive Q&A session with law enforcement & addict in recovery answers all your questions and reveals the misinformation among peers

Innovative Approach Includes:

- Child's own photo is morphed into unattractive appearance to parallel the appearance change in an addict. Presented as take-home souvenir.
- Handprint drug-free promise signed on Reality Tour banner & displayed in the community
- Sign the funeral memory book
- Greet the grieving parents in receiving line
- Addict's "voice" tells you the addiction process, reminding you that, "Once I was just like you!"
- Everyone attending is an "addict". You are given your 'story' of addiction and the outcome.
- Parent and child are given a unique 6 week challenge to test their own self-discipline!

How It Works

- Pools the resources that already exist.
- 24 volunteers needed – less if trained in dual roles.
- Captures the imagination of the community and the media for an immediate response and support. Some programs fill months in advance!
- Doesn't rely on the schools to deliver the message. The community takes charge.
- Develops a unified volunteer force deeply committed to ongoing Reality Tours to reach as many parents & children as possible.
- Allows parents ready access to an ongoing drug prevention program.
- Parents can access at onset of risky behavior
- Parents access to prevent risky behavior
- Juvenile Probation youth may be mandated

What Does It Cost?

- \$3500 for one designated civic organization* licensed at one declared site. All Program Model* materials to replicate program included.
- Requires an annual renewal fee of \$500.

*Non-commercial ventures only. All licenses subject to application approval by CANDLE, Inc. Multiple sites and/or multiple organizations will be charged \$3500 for each site and/or entity plus renewal fees.

Income Generated

- Income generated at \$5 per attendee, presenting the program 11x yearly as Butler does with 60 persons, results in a total of \$16,500 generated over the 5 year license term
- Qualifies for grants & foundation bequests in many circumstances
- In PA meets the guidelines for PA Attorney General grant
- Potential income is available for 'sponsored' Tour dates
- Free will offering at end of each program generates income
- Add the *Reality Tour Prevention Initiative* collaboration with schools to reach a targeted grade level of students/parents, and earn additional prevention dollars. Inquire about details.

How Quickly Can We Get Started?

- **Allow 4 weeks for delivery of The Reality Tour Program Model**
- Six weeks of training and preparation – approximately 4 meetings
- The 90-min. Video Workshop trains volunteers
- CANDLE, Inc. also offers a *Quick Start* training – that is fee based:
\$500 for 3 hours training, plus travel expenses*
Add \$200 per hour for site visit and adaptation suggestions
*based on staff availability

What Does The Program Model Include?

- 150+ Page Manual/ Printed Program Materials
- 1½-hr Video Workshop to train volunteers
- Addict narrative audio file. (Several ethnic versions to choose from)
- Dramatic scenes staging/training video
- Power Point
- Sustainability Training video w/templates
- Tour Director Training video

Is Reality Tour[®] a Copyright Protected Program?

- CANDLE, Inc. owns the registered Trademark and copyright for Reality Tour[®] All rights are reserved.
- Copyright compliance is part of your contract. You can disseminate materials within the purchasing/presenting organization only, and present only at the location listed on your purchasing agreement. Theatrical performances to large groups not permitted.

National Project of CANDLE, Inc., 501c3 non-profit

Executive Director – Norma Norris

100 Brugh Avenue, Butler, PA 16001

Phone: 724-679-1788

E-mail: NormaNorris@candlinc.org



Reality Tour® is a parent/child evidence-based (NREPP) prevention program, replicated in the US and Canada under the guidance of the nonprofit CANDLE, Inc. with offices at 100 Brugh Ave., Butler, PA Ph: 724-679-1788 www.RealityTour.org Email:NormaNorris@candleinc.org

CANDLE, Inc. is currently seeking a university partner to conduct a control study. Study design developed with the aid of federal researchers via Service to Science grant.

Reality Tour® Outcomes

Reality Tour®: Slippery Rock University Campaigns Class 90 Day Follow-Up Reality Tour Participants 2015

2015 Participants (25): motivated families surveyed after attending Reality Tour voluntarily.

Parent Results

94% reference with frequency something learned at Reality Tour in talks with their child
100% said Reality Tour showed that all families are at risk
98% stated it was important to attend the program with their child
75% indicated they had followed instructions from Reality Tour to develop a family code word
97% are striving to have 5 sit-down meals weekly as recommended at Reality Tour
81% stated Reality Tour was one of the most important programs they ever attended
93% shared with others what they learned at Reality Tour
96% stated it was important that Reality Tour continue to reach families in the community
96% would consider attending a follow-up program on how the teen brain develops

Youth Results

Median age 12

91% think about the dangers of drugs/alcohol on a continuing basis (27% daily, 64% weekly)
100% talked about what they learned at Reality Tour with peers
100% will remember their Reality Tour experience (91% saying they will never forget it)
82% worked with parents to choose an emergency code word, as suggested at Reality Tour
100% have recommended Reality Tour to their friends
91% indicate increased discussion at home regarding drugs/alcohol after Reality Tour
91% reported Reality Tour made it easier to talk about drugs/alcohol with their parent/guardian
100% reported Reality Tour made it easier to say no to drugs and alcohol
55% could recall the "See beyond the next 10 minutes' phrase from Reality Tour



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Reality Tour®: Pre/Post/90 Day Follow-up 2010

2010 Participants (25): motivated families surveyed attending Reality Tour voluntarily.

Parent Results

Parents Post Test on impact of Reality Tour:

- 100% said it was not a repeat of what they already knew
- 100% of parents and youth attending would recommend
- 100% felt it was age appropriate
- 100% agree with the parental monitoring taught
- 70% said RT provided info they hadn't heard of
- 60% did not know of the prevalence of drugs in the community before Reality Tour
- 90% said it provided them with info essential to have dialogue with their child
- 90% said it made them feel closer to their child
- 80% felt 6th grade was the perfect grade to introduce Reality Tour

Parents Follow-Up: 90 Days after the Reality Tour

- 70% have used resource book *Navigating the Teen Years* as recommended at Reality Tour
- 40% used the Talk Cards provided to stimulate conversation in the home
- 100% have used the Reality Tour as a way to start a conversation with child
- 100% thought it was necessary to have their child present at Reality Tour
- 100% have shared program information with a family member AND non-family members
- 100% responded that now recognize indicators that could be first signs of drug involvement
- 100% state the Reality Tour experience has had a direct and positive impact on their family
- 90% are certain they can locate community resources if a problem with drug & alcohol arose
- 90% are confident they can make time to talk daily about what is going on in their child's life
- 50% had helped their child choose an emergency code word, as suggested at Reality Tour

90 Day Parent Goals/Changes comments:

- "I talk more with my child"
- "I know I need to be more open with my child."
- "It opened my eyes to something I didn't want to face. "
- "Made my family more connected on this issue."



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Reality Tour®: Pre/Post/90 Day Follow-up 2010 cont'd

Youth Results

Median Age 12

Youth Post Test

- 100% of youth said attending Reality Tour made them feel safer for knowing the information
- 100% agree their friends will be less likely to use if they attended Reality Tour
- 100% said it is now easier to talk to parents
- 100% said they would recommend Reality Tour

Youth Follow-Up: 90 Days after the Reality Tour

- 80% have worked on goals they set at the Reality Tour (*Some shared their goals: Not smoking, Not succumbing to Peer Pressure, Living a healthy lifestyle, Not trying drugs or alcohol, Better behavior, Working harder to get better grades*)
- 90% of youth stated the Reality Tour impacted their family in a positive way

Child Comments:

- "I think it will make my parents quiz me more, and I'm glad because I will feel safe."
- "It helped me understand things I didn't before."
- "You changed my life forever! I didn't think drugs were that bad."



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Email:NormaNorris@candleinc.org

CANDLE, Inc. is currently seeking a university partner to conduct a control study. Study design developed with the aid of federal researchers via Service to Science grant.

University of Pittsburgh School of Pharmacy Evaluation 2008

2008 Participants (122): youth from motivated families attending Reality Tour voluntarily.

- 42% of youth surveyed (122) report an increase in discussion within the home regarding substance abuse
- 46% of youth reported that discussion in the home was made easier by the Reality Tour experience
- 92% of youth reported they used the information provided within 30 days (39% used the info 'A lot.')
- Perception of harm for gateway drugs, tobacco, alcohol, marijuana as well as illicit drugs increased overall
- Knowledge of emerging drug 'meth' increased from pre-test 44% to posttest 73%

Note: University of Pittsburgh research findings noted the positive outcomes were particularly noteworthy because these were children of highly motivated parents. Their parents sought out Reality Tour as a prevention measure. The study was accepted by the National Registry of Evidence-based Programs & Practices in 2008.

It should be noted halfway through our study, NREPP introduced a control study requirement. Reality Tour was not held to this standard because we were already collecting data.

In seeking the higher standard, CANDLE, Inc. received a Service to Science award in 2009 and worked with federal researchers to design a new study instrument in the hopes of attracting the funds and a university partner to conduct a control study. CANDLE is still working to attract a university partner or doctoral candidate to collaborate in this endeavor.

Application for use of Alcohol Tax Funds

2016 City of Garden City

Alcohol Fund Advisory Committee

You may provide additional information. However, this form must also be completed.

<p>Agency Name: Primary Contact Name: Address: Phone Number: Email Address:</p>	<p>Real Men Real Leaders Jonas Cruz (Executive Director) P.O. Box 2037 (620) 521-1693 Jonascruz1369@yahoo.com</p>
<p>How will requested funds be used?</p>	<p>“Healthy Summer: Stepping it Up, Wellness Program” Funds will aid in the ongoing health program during the summer. The program focuses in teaching fitness, nutrition, and positive safe atmosphere, which in the long term helps avoid health concerns. The program will be hosted on Thursdays from 11 AM to 2 PM. Our participants are in the age of nine to thirteen years old boys. The program is nine weeks long which gives students the opportunity to focus in something positive during the summer. We typically have between 30 to 40 students.</p> <p>Funds help us cover the costs of instructor, van driver, transportation Rental, healthy meals and snacks, and incentives for positive reinforcement. The additional funding will help us continue this summer program and also extend one day.</p>
<p>Requested Amount of Funding</p>	<p>\$4,500.00</p>
<p>Project budget: Please include as much detail as possible concerning your projected expenses as they relate to the request: The budget should also include all streams of funding from partners and in kind donations that will be used to complete the project.</p>	<p>Certified Personal Trainer - \$540.00 (9 classes - 3 hours @ \$20) Transportation Rental Vans - \$900.00 (9-classes – 2 vans needed at \$50 per class) Bus Driver/Instructor - \$540.00 Facility Rental YMCA - \$300.00 Healthy Meals & Snacks - \$1,440.00 Prize Awards of completion - \$780.00 (Medal, T-Shirt, Bowling)</p>
<p>Describe how will your request will address one or more of the following; 1) alcoholism and drug abuse prevention and education, 2) alcohol and drug detoxification, 3) intervention in alcohol and drug abuse, or 4) treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers.</p>	<p>Real Men Real Leaders “Healthy Summer Wellness Program,” will help mentor Finney County youth to teach life skills through hands on core values for boys in the ages of 9-13 year old. The program was strategically coordinated to be during the summer break to keep students away from criminal involvement and poor choices including alcohol and/or drugs during this time.</p> <p>The program is focuses on Hispanic males; however youth from any ethnicity is welcome. There is a need to approach this community crisis with youth males in multiple ways by understanding, educating, and mentoring the effects of alcohol, drugs, and gang activity. Community experts and program volunteers will participate in teaching about these health concerns with real examples from their own lives to hopefully</p>

	give youth the skills to avoid these health concerns.
How will you measure the effectiveness of your use of the funds?	The effectiveness our program will be measured by monitoring the fitness of the students. Additionally, we will measure it by youth involvement during the summer program. We would also monitor student's behavior, self-esteem, and achievement completion through a biweekly survey.
How many individuals will be aided by your use of AFAC funds?	30-40 students and 30-80 parents
How many individuals in Finney County will be aided by your use of AFAC funds?	30-40 students and 30-80 parents
Do you have any other partners in this project? If so, who are the partners?	No other funding for the addition of another day (Thursdays) to meet the demand of participation.

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Alcoholic Liquor Fund

The State of Kansas, in KSA 79-41a04, creates an Alcoholic Liquor Fund, and describes how those moneys are to be distributed back to local units of government. For cities with population greater than 6,000 (Garden City fits that category) the law sets forth that 1/3 of the money be credited to the general fund, 1/3 be credited to a special parks and recreation fund, and 1/3 to a special alcohol and drug programs fund in the city treasury.

The Garden City Alcohol Fund Advisory Committee

The City and County Commissions established in 1982 (City: Ord. 1484, and County: Res. 18-82) the policies of the local Alcohol Fund Advisory Committee (AFAC). AFAC has advised the governing bodies on the distribution of alcohol consumption tax funds since inception. In 1990, the City and County Commissions changed the composition of the board from 12 members to 3 (City: Res. 1553, and County: Res. 11-90), but the charge of the group remains the same.

Currently, AFAC is committed to establishing a process by which to distribute the funds in a manner that enables the group to monitor effectiveness. Applicants are expected to provide a strategic description of how requested funds will be used and recipients are expected to provide documentation as to their success in fulfilling their commitment.

While the committee will seriously consider any request for funding that meets the criteria of KSA 79-41a04, AFAC is particularly interested in areas of substance abuse prevention. The committee monitors the distribution of funds as they relate to the following six categories identified by the Center for Substance Abuse Prevention:

- 1) Problem Identification and Referral
- 2) Alternatives and Activities
- 3) Community-Based Change Efforts
- 4) Environmental Approaches
- 5) Prevention Education
- 6) Information Dissemination

AFAC conducts mid-year and end of year reviews on all awarded funds. Distribution of funds comes in four, quarterly payments (generally disbursed in March, June, September, and December).

Contacts

Kevin Bascue, AFAC member

Susan Escareno, AFAC member

Verna Weber, AFAC member

Ashley Freburg, Staff liaison to AFAC

Before You Drive, Think SafeRide

*Collaborations with Community—Saving
Lives Together*



Application for use of Alcohol Tax Funds
2016 City of Garden City
Alcohol Fund Advisory Committee

You may provide additional information. However, this form must also be completed.

Agency Name: Primary Contact Name: Address: Phone Number: Email Address:	<i>SafeRide</i> Susan Nguyen 210 E. Pine St., Garden City, KS., 67846 620-417-0649 susannguyen92@hotmail.com
How will requested funds be used?	The funds will be used to pay the drivers who will be driving the clients to and from a destination, gas, training/safety protocols, and insurance on the vehicles or buses.
Requested Amount of Funding	\$32,000
Project budget: Please include as much detail as possible concerning your projected expenses as they relate to the request: The budget should also include all streams of funding from partners and in kind donations that will be used to complete the project.	Please refer to the following attachments that demonstrates the project budget: CBA, Costs and Yearly Return on Investments, document explaining the expenses, and list of supporters/donators.

<p>Describe how will your request will address one or more of the following;</p> <ol style="list-style-type: none"> 1) alcoholism and drug abuse prevention and education, 2) alcohol and drug detoxification, 3) intervention in alcohol and drug abuse, or 4) treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers. 	<p><i>SafeRide</i> is a non-profit bus program that has been implemented since 2005 to provide a safer community. There are 7 cities in the State of Kansas that are using this program; and statistics demonstrated a 17% reduction in alcohol-related accidents and 10% in DUI convictions.</p> <p><i>SafeRide</i> is an alternative transportation program that will drive clients—who are under the influence of alcohol—to and from a destination. In addition, <i>SafeRide</i> will drive the clients home too. This is a preventative and solution approach to reduce alcohol-related car accidents as well as DUI convictions.</p> <p>The studies that I have completed showed that population of the city is not a factor. In other words, if the alternative transportation program is cost-effective and the public has ease of accessibility, clients will use the system and lives will be saved.</p>
<p>How will you measure the effectiveness of your use of the funds?</p>	<p>Keeping records of how many clients used the system, logging daily mileage used, and follow up with the city's crime analyst to see the statistics on how many people were convicted with DUI.</p>
<p>How many individuals will be aided by your use of AFAC funds?</p>	<p>Possibly 4 drivers and 1-2 dispatchers. I have some people such as firefighters and EMT who will volunteer to drive and be the dispatcher. This program will attract volunteers as well as students who need community service hours!</p>
<p>How many individuals in Finney County will be aided by your use of AFAC funds?</p>	<p>The entire community of Garden City, KS.</p>

<p>Do you have any other partners in this project? If so, who are the partners?</p>	<p>I have no partners, but I have several local businesses that are willing to collaborate to help with fundings or volunteering. This was a school project that I have to do before I could obtain a Bachelor Degree in Business Leadership through Friends University. However, because Garden City is demonstrating extreme growth, the people of this community would benefit from a <i>SafeRide</i> program.</p>
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Contacts

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- Susan Escareno, AFAC member
- Verna Weber, AFAC member
- Ashley Freburg, Staff liaison to AFAC

SafeRide Budget and Costs Analysis

Susan Nguyen

Friends University

SafeRide Budget and Costs Analysis

The approach that I used to calculate a dollar value for every major output or benefit is in the document "SafeRide Cost Benefit Analysis (CBA)". I have estimated that a minimum of 2 part-time drivers are needed to meet the public's demand—assuming that the AFAC is providing a \$32,000 grant. Each part-time driver will be paid \$12.00 per hour; therefore, 2 part-time drivers total annual costs is \$26,208. Typically, Thursday through Saturday are when the bars and restaurants are experiencing the most activities. With that being said, *SafeRide* should operate to the following hours: 7 p.m. to 1 a.m. on Thursdays, 7 p.m. to 2 a.m. on Fridays, and 7 p.m. to 3 a.m. on Saturdays. These hours and days are similar to how the *SafeRide* at Fort Hays State University operates. According to R. Duffy—who implemented *SafeRide* for Hays, KS—the number of rides given in 2014 was 13,437. Being that the population in Hays, KS is 10,000 less than Garden City, it proves that if the system is cost-effective and ease of accessibility, people will use it.

The major capital expense would be the mode of transportation. Since the City Link quit using their buses at 5 p.m., I figured that we could use two of their minibuses. Presume that the buses are provided by the city, total annual costs of two minibuses would be \$0.00. However, the costs of travel such as purchasing gas will be provided through *SafeRide*. An average minibus gas tank holds about 30 gallons. Currently, gas prices are under \$2.00; therefore, an estimate of \$3,000 total annual costs will go towards gas.

Volunteers and participants will have a non-budget costs which means that the organization does not owe monetary incentives to the volunteers nor vice versa for the participants. However, donations or tips are welcome when the participants use *SafeRide*. Per se

60 participants utilize the system a week and each participant donate \$2.00, there would be a total annual return on investment of \$6,240. Aside from the participants donating towards the system, the owners of the local businesses listed are willing to support and donate towards the system. There is an assumption that an estimate of \$3,000 annual return on donations.

Referring to the "Costs and Yearly Return On Investments" document, lets assume that the estimate financial costs of *SafeRide* totals to be \$31,108 annually, however, if *SafeRide* sticks to the financial plan, the social costs will outweigh financial costs. If that was the case, then presume that the annualized implementation benefits would total to be \$41,240. In order to calculate the benefit to cost ratio (BCR), I took the total of annualized implementation benefits and divided by the total of annual costs in which got a 1.3 BCR. In other words, for every dollar that was put towards *SafeRide*, there is an estimate benefit return of \$1.30. To determine the return on investment (ROI), I took the total of annualized implementation benefits and subtracted from the total of annual costs. Then, I took that answer and divided by the total of annual costs and multiply that answer by 100. Sequentially, there would be a 36% ROI.

Since *SafeRide* is a non-profit organization, 36% ROI would help provide additional income for the employees, insurance, or maintenance costs on the buses. Moreover, we can take some of the return profits and donate back to the local businesses who have supported *SafeRide* financially or socially. The whole concept of *SafeRide* is to provide the community with some sort of alternative transportation to prevent them from driving under the influence of alcohol. According to the law, people will be ticketed for driving and walking under the influence of alcohol. How are people to have a social life or restaurants and bars pursuit profits when the punishments outweigh the situation? Businesses that support the system will attract more

customers too since it gives the customer comfort that there would be a cost-effective transportation to prevent them from alcohol-related or citation incidents. *SafeRide* is to increase community safety and promote a sustaining outcomes for all.

SafeRide Cost Benefit Analysis (CBA)

Financial Costs	Estimate and Method of Valuation
Salaries: 2 part-time drivers at initial implementation.	Assume 1 part-time drivers at \$13,104 at \$12.00 per hour. 2 part-time drivers total annual costs is \$26,208.
	Operation hours: Thursday (7 pm - 1am), Friday (7 pm - 2 am), (Saturday 7 pm - 3 am).
Capital expenses: usage of the City Link's buses.	Assume the cost is already covered through the City Link's system; therefore, total annual costs of vehicles purchase is \$0.
Travel: cost of gas	Assume annual cost \$3,000
	Average minibus gas tank holds 30 gallon. Assume gas is \$2.00 per gallon.
Social Costs	Estimate and Method of Valuation
Equipment: vehicles	Assume the cost is already covered through the City Link's system; therefore, annual total cost of vehicles purchase is \$0.
Participants' Cost	Although this is a non budget cost, tips or donations are accepted.
	Assume 60 participants per week and each participants donate 2\$, total annual return on investment is \$6,240.
Volunteers' Cost: opportunity cost of volunteers' time	Assume benefits are equal to no cost: \$0.
Advertisements Cost	Newspaper Ad: \$30-50 per advertisement. Social media: 0\$.
Philanthropists	Fundraising opportunities through local bars: assume annual return on donations \$3,000.

SAFERIDE

Collaborations with Community—Saving Lives Together

COSTS AND YEARLY RETURN ON INVESTMENTS

Financial Costs	Assume Annual Costs	Social Costs	Assume Annualized Implementation	Benefits	Benefit/Cost Ratio (BCR)	Return On Investment (ROI)
Salaries	\$26,208.00	Alcohol Tax Fund Grant	\$32,000.00	1,325,703,998,971,133	(41,240) - (31,108) / ((31,108)(100)) = 35.570% or 36%	
Capital Expense	\$0.00	Participants' Costs	\$6,240.00			
Travel	\$3,000.00	Philanthropists	\$3,000.00			
Vehicle Insurance	\$1,500.00					
Advertisements	\$400.00					
Total	\$31,108.00		\$41,240.00		1.3	36%

Resources	Activities	Outputs for Clients	Short-Term Outcomes	Intermediate Outcomes	Long-Term Outcomes
Stakeholders, public, and private funding.	SafeRide Drivers	Reduce the chances of alcohol-related accidents or conviction of DUIs.	Gradual progress in raising awareness, campaigning, and asking for donations or grants.	Sufficient revenues to implement the program.	There is an alternative transportation program for clients who are impaired in which will help provide a safer environment and community by ultimately reducing alcohol-related accidents or citations.
	<ul style="list-style-type: none"> • Clients will be picked up from their home. • Drive clients who are impaired to and from a destination and home. 			Pilot the program.	SafeRide is environmental-friendly since one bus would replace at least 15 cars. Job opportunities.
	Customer Service Representatives/Desk Clerk	Clients will know when and where to be picked up, bus schedules,	Evaluating and assessing bus routes and schedules.	SafeRide has a telephone number, website, and possibly a phone application to download.	
	<ul style="list-style-type: none"> • Answer calls from clients who needs a ride. • Organize bus routes or destinations. • Keep track of data. 			Associates are hired and ready to direct drivers where to go and what time to be at a certain location.	
External Context:		Availability of drivers, insufficient fundings and clients, potential increase in oil or gas, or too many significant routes.			

SafeRide Cost Effectiveness Analysis (CEA)

Costs to Program Participants

Opportunity cost to volunteers who are actively involved in *SafeRide* but also has an outside job that could interfere with their work schedule (indirect, tangible, and social).

Opportunity cost to volunteers actively involved in *SafeRide* could be of conflict if volunteers desire to have an outside job (indirect, tangible, and social).

Costs to Society

Cost of the drivers who transfer clients under the influence of alcohol to and from a destination. (direct, tangible, and fiscal).

If Garden City Community College want their students to use the system then the board members should offer some fundings or donations (direct, tangible, and fiscal).

Cost of training instructor to educate on driving safety and how to handle drunk behaviors (direct, tangible, and fiscal).

Cost to clients for using *SafeRide*. Possible donations or tips when clients utilize the system (direct, tangible, and fiscal).

Ongoing Investment Costs

Use of the City Link's buses for transportation (direct, tangible, and social).

Use of another non-profit organization's buses or vans for transportation—offer that organization some revenue from the grant funding (direct, tangible, and fiscal and social).

Recurring Costs

Part-time or full time wages to employees who are actively involved with *SafeRide* (direct, tangible, fiscal).

Maintenance costs associated with vehicles (indirect, tangible, and fiscal).

Travel expenditures such as transferring clients to and from a destination providing fuel for the vehicles (direct, tangible, and fiscal).

Vehicle insurance (indirect, tangible, and fiscal).

Cost of volunteers (indirect, tangible or intangible, and social).

Benefits of an Alternative Transportation Program

Benefits to Program Participants

Steady income (direct, tangible, fiscal).

Flexible hours with minimal manual labor (direct, tangible, social).

Saving lives by preventing clients from driving home while under the influence of alcohol (indirect, intangible, social).

Benefits to Society in General

Decrease in alcohol-related accidents (indirect, tangible and tangible, social).

Decrease in social problems (indirect, tangible, tangible and social).

SafeRide is cost-effective and the clients has ease of accessibility (direct, tangible and intangible, social and fiscal).

Increase in corporate social responsibility for businesses that promote *SafeRide* (indirect, intangible, social).

Increase in sustaining the environment by reducing the use of clients driving their own vehicle; therefore, a decrease of polluting the atmosphere (indirect, intangible, social).

Application for use of Alcohol Tax Funds

2016 City of Garden City

Alcohol Fund Advisory Committee

You may provide additional information. However, this form must also be completed.

<p>Agency Name: Primary Contact Name: Address: Phone Number: Email Address:</p>	<p>Seeds of Hope Jail Ministry, Inc. Marci Smith, Director P.O. Box 2435, Garden City, KS 67846 620-260-7846 Marci.seedsofhope@gmail.com</p>
<p>How will requested funds be used?</p>	<p>To pay for office and classroom space for our MRT Program as well as providing case management services to community members that have been incarcerated. This will allow more efficient referrals to community resources and services to help reduce recidivism.</p>
<p>Requested Amount of Funding</p>	<p>\$5,200</p>
<p>Project budget: Please include as much detail as possible concerning your projected expenses as they relate to the request: The budget should also include all streams of funding from partners and in kind donations that will be used to complete the project.</p>	<p>Catholic Social Services will allow us to use their office space for our classes, provide an area where mentors can meet with clientele. This will allow mentors a safe monitored environment to conduct meetings with offenders. We will also contract with Brooke Lopez at Catholic Social Services to provide case management services. She will meet with offenders as needed to provide community resources to help them remain on track.</p> <p>Office Rental Space \$100.00 per month = \$1,200.00</p> <p>Case Management Services \$25.00 per hour up to three hours per week x 52 weeks = \$3,900.00</p> <p>Supplies for MRT Class - \$100.00</p>
<p>Describe how will your request will address one or more of the following: 1) alcoholism and drug abuse prevention and education, 2) alcohol and drug detoxification, 3) intervention in alcohol and drug abuse, or 4) treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers.</p>	<p>Seeds of Hope currently offers Moral Reconation Training (MRT) to all participates. MRT is a recognized evidence based program for offenders and substance abusers. It is also recognized as "best practice" for a cost-effective program that reduces recidivism. Cognitive based programming effects the offenders thinking thus changing their behavior. Clients are rewarded for meeting their goals in MRT through gift cards, straight talk phones and other incentives.</p> <p>By including a case manager it provides more accountability to the offenders by monitoring them more closely within the community and providing resources at a more effective time frame.</p> <p>All participants will be referred to Catholic Social Services</p>

	<p>for community resources they offer such as drug alcohol counseling, sexual addiction counseling, and relationship classes, based on the specific need. The case manager will also refer to other community resources that will help with housing and employment. A case manager will help to ensure that clients are referred to resources that are specific to their current needs.</p> <p>In 2015, we served 30 individuals in the community. Fourteen of those were referred to drug and alcohol services. All 30 participants were referred to other community resources such as relationship classes, Compass Behavioral Health and Kansas Works. Seven are on track to complete MRT soon. Of the 30 we served we had 5 that were arrested for violations or new arrests. This is a 83% success rate.</p>
<p>How will you measure the effectiveness of your use of the funds?</p>	<p>Number that successfully complete MRT</p> <p>Number that do not get re-arrested during a 6-12 month period.</p> <p>How many are referred to drug and alcohol counseling.</p> <p>How many are referred to other community programs.</p>
<p>How many individuals will be aided by your use of AFAC funds?</p>	<p>We had a great year in 2015 and served 11 more than last year. Our goal would be to serve 25 in 2016. We met with over a hundred members of the community while they were in the Finney County Jail. However, not all take advantage of the opportunities when they are released.</p>
<p>How many individuals in Finney County will be aided by your use of AFAC funds?</p>	<p>Last year all participants served were from Finney County. Occasionally we have one from another county so I would say 24 out of the 25 would be from Finney County.</p>
<p>Do you have any other partners in this project? If so, who are the partners?</p>	<p>Catholic Social Services, Area Churches, Mentoring 4 Success through KDOC, Emmaus House, United Way</p>

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SOUTHEAST ASIAN

MUTUAL ASSISTANCE ASSOCIATION

(SEAMAA)



SOUTHEAST ASIAN MUTUAL ASSISTANCE ASSOCIATION



Application for use of Alcohol Tax Funds

2016 City of Garden City

Alcohol Fund Advisory committee

You may provide additional information. However, this form must be completed

Agency Name:	Southeast Asian Mutual Assistance Association 4101 E. Hwy 50 Suite A - Garden City, KS 67846 Phone: (620) 275- 2261								
Purpose for Request Funds:	Prevention of "Alcohol and Drugs Abuse" in Asian Community through education and propaganda against Alcohol and Drug.								
Requested Amount of Funding (include as much detail concerning your projected expenses as they relate to the request).	<p>Total amount of Alcohol Funds requested for 2016: \$12,900.00</p> <table style="width: 100%; border: none;"> <tr> <td style="padding-left: 20px;">- Salary outreach Case manager</td> <td style="text-align: right; padding-right: 20px;">\$4,800.00</td> </tr> <tr> <td style="padding-left: 20px;">- Materials: translation of brochures</td> <td style="text-align: right; padding-right: 20px;">\$4,500.00</td> </tr> <tr> <td style="padding-left: 20px;">- Place: Classes and materials</td> <td style="text-align: right; padding-right: 20px;">\$3,600.00</td> </tr> <tr> <td style="padding-left: 20px;">Total:</td> <td style="text-align: right; border-top: 1px solid black; padding-top: 5px;">\$12,900.00</td> </tr> </table>	- Salary outreach Case manager	\$4,800.00	- Materials: translation of brochures	\$4,500.00	- Place: Classes and materials	\$3,600.00	Total:	\$12,900.00
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- Place: Classes and materials	\$3,600.00								
Total:	\$12,900.00								
Describe how your request will address one or more of the following: 1) alcoholism and drug abuse prevention and education, 2) alcohol and drug detoxification, 3) intervention in alcohol and drug abuse, or 4) treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers.	<p>Our agency addresses to Alcoholism and Drug Abuse Prevention and Education. We think that through education we could keep our kids out of alcohol and drug abuse. Also, we encourage parents to be good model for their children, themselves they have to learn about alcohol and drug and understand how dangerous it is and avoid to use it.</p> <p>We translate brochures about alcohol and drugs in Vietnamese, print and pass out these translations to our Asian business and house to house to Vietnamese people. Besides, we open two classes on Sunday talking about alcohol and drug abuse: one for children and one for parents.</p> <p>There are about eleven (11) students in each class.</p>								
How will you measure the effectiveness of your use funds?	<ul style="list-style-type: none"> - We follow up rumors in our community about all crimes committed by addicted people. - We get information from The Garden City Telegram and radio to have the data of violations related to alcohol and drug abuse. - We have a very good working relationship with the Police Department which enable us to know the number of cases involved Asian, and it have reduced tremendously -With our translation, Vietnamese people can understand better the danger of alcohol and drug abuse. 								

Please, complete and return to Ashley Freburg, Communications Specialist, P.O. Box 998, Garden City ,KS 67846 by 4:00 p.m., February 19, 2016. For a digital version of this form, please visit the City of Garden City website at www.garden-city.org.

4101 E. HWY 50, SUITE A • GARDEN CITY, KS 67846 • (620) 275-2261



SOUTHEAST ASIAN

MUTUAL ASSISTANCE ASSOCIATION



ORGANIZATION OF STAFF AS FOLLOWED:

SEAMAA Board of Director

Meeting every quarter to discuss the organization activities outcomes and concerns.

SEAMAA Executive Director

Monitoring and following up all activities. Supervising all staffs.
Reporting to the board Member

Bilingual Case Managers

In house and outreaching services to the refugees' population in Finney county.
Reporting all servicing activities to the Executive Director

NP
50

KANSAS SECRETARY OF STATE
Not-for-Profit Corporation
Annual Report

Kansas Office of the Secretary of State:

Memorial Hall, 1st Floor (785) 296-4564
120 S.W. 10th Avenue kssos@sos.ks.gov
Topeka, KS 66612-1594 www.sos.ks.gov

THIS SPACE FOR OFFICE USE ONLY.

1. Business entity ID # This is not the Federal Employer ID Number (FEIN). 086-649-1

2. Name of corporation Must match name on record with Kansas Secretary of State. Southeast Asian Mutual Assistance Association

3. Mailing address Address will be used to send official mail from the Secretary of State's Office. Do not leave blank.

Attention Name	Shelly Dinh			Address	4101 E Hwy 50		
City	Garden City	State	KS	Zip	67846	Country	USA

Check this box if this is a new address. Our records will be updated only if this box is checked.

4. Principal office address Must be a street, rural route, or highway. A P.O. box is unacceptable.

Address	4101 E Hwy 50						
City	Garden City	State	KS	Zip	67846	Country	USA

5. Tax closing date Month Year December 2014 6. State of incorporation Kansas

7. Name, title, and address of each officer of corporation If additional space is needed, please provide attachment. Do not leave blank.

Name 1	Bui The Bi	Title	President				
Address	4101 E Hwy 50 #50						
City	Garden City	State	KS	Zip	67846	Country	USA
Name 2	Mitch Young	Title	Vice President				
Address	2804 Henderson Drive						
City	Garden City	State	KS	Zip	67846	Country	USA
Name 3	Chuong Nguyen	Title	Treasurer				
Address	513 Colony						
City	Garden City	State	KS	Zip	67846	Country	USA

Additional Member

Co Truong

209 St. John, # 9, Garden City, KS 67846



SOUTHEAST ASIAN

MUTUAL ASSISTANCE ASSOCIATION



City of Garden City

REFUGEE RESETTLEMENT:

Assisting new arrival refugees to settle in the new environment. The services include: Housing Assistance referral, General Orientation for daily basis needs. Jobs Placement and other Social Adjustments.

JOB SERVICE:

Job Search, Job Entry process, Job Placement, Job Pre-Orientation and follow up for 90 days.

INTERPRETATION:

SEAMAA mainly serves all clients with interpretation including some documentation translated. Business and other service provider's coordination.

TRANSPORTATION:

SEAMAA provides transportation services limited for those who may have the need such the seniors, new refugees and other disability recipients.

COUSELING:

SEAMAA provides counseling for the families as one by one basis for those who may need it. The counseling services includes many issues such as job, children, school and domestic violence matters.

REFERRALS:

Assisting clients with referral services. SEAMAA has a great experience coordinating with many mainstreams by having good source in gear for those need them.



SOUTHEAST ASIAN

MUTUAL ASSISTANCE ASSOCIATION



SOUTHEAST ASIAN MUTUAL ASSISTANCE ASSOCIATION

4101 E. Hwy. 50 Suite A

Garden City, Kansas 67846

(620) 275 – 2261

Board of Directors
June 2015 Through June 2019

	NAME	OCCUPATION	ADDRESS	PHONE
President:	Mr. Bui The Bi	Tyson Team Member	4101 E. Hwy. 50 #55	(620) 272 – 0969
Vice-President:	Mr. Mitch Young	Tyson Personal Manager	2804 Henderson Dr.	(620) 805 - 9001
Secretary:	Mr. Nu Nguyen	Tyson Team Member	2918 Kris Place	(620) 275 –5201
Treasurer:	Mr. Chuong Nguyen	Tyson Team Member	513 Colony Street	(620) 272 – 0573
Member:	Mr. Jimmy Mai	Jimmy's Repair Owner	1609 Remington	(620) 272 – 4384
Member:	Ms. Botoun Srey	Tyson Team Member	4101 E. Hwy. 50#206	(620) 260-9289
Member:	Mrs. Coi Truong	Work at College	209 St. John	(620) 271 - 0678

Note: The Board of Directors will serve for two terms of 4 years. The new Board of Directors For the term will be selected by the end of each term by the Board of Directors

4101 E. HWY 50, SUITE A • GARDEN CITY, KS 67846 • (620) 275-2261

Application for use of Alcohol Tax Funds

2016 City of Garden City

Alcohol Fund Advisory Committee

You may provide additional information. However, this form must also be completed.

Agency Name: Primary Contact Name: Address: Phone Number: Email Address:	Spirit of the Plains, CASA Inc. Lori Jacobs 310 E. Walnut, Ste. 208 PO Box 656 GC, KS 67846 620-271-6197 casa@wbsnet.org						
How will requested funds be used?	To provide advocacy for every abused and neglected child in the court system which will lead to a safe, permanent home placement free of alcohol and drug abuse. To give these children a "voice in court". Funds will be used for the training, assistance, and support of CASA volunteers, Board Members, and staff as well as providing prevention resources to the children we serve.						
Requested Amount of Funding	<p align="center">\$12,500.00</p>						
Project budget: Please include as much detail as possible concerning your projected expenses as they relate to the request: The budget should also include all streams of funding from partners and in kind donations that will be used to complete the project.	<table border="0"> <tr> <td>Recruitment, training, and supervision of CASA volunteers (staff support)</td> <td align="right">\$10,000.00</td> </tr> <tr> <td>Volunteer, Board and Staff Development</td> <td align="right"><u>2,500.00</u></td> </tr> <tr> <td>Total Request:</td> <td align="right">\$12,500.00</td> </tr> </table>	Recruitment, training, and supervision of CASA volunteers (staff support)	\$10,000.00	Volunteer, Board and Staff Development	<u>2,500.00</u>	Total Request:	\$12,500.00
Recruitment, training, and supervision of CASA volunteers (staff support)	\$10,000.00						
Volunteer, Board and Staff Development	<u>2,500.00</u>						
Total Request:	\$12,500.00						
Describe how your request will address one or more of the following; 1) alcoholism and drug abuse prevention and education, 2) alcohol and drug detoxification, 3) intervention in alcohol and drug abuse, or 4) treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers.	<p>CASA volunteers enhance protective factors and reverse or reduce risk factors as they consistently meet with and mentor the youth and/or their families assigned to our agency.</p> <p>CASA volunteers facilitate referrals to community services and suggest alternatives to negative and/or illegal behaviors on the part of the child and their family if reintegration is the goal. If reintegration is no longer the goal, then the child(ren) are the main focus.</p> <p>CASA volunteers/staff make recommendations to the Court in regards to the parents/children obtaining alcohol and drug evaluations and to follow the recommendations made in the assessments. We follow up with these recommendations for the duration of the case.</p> <p>The goal of our program is to ensure every child who enters the court system finds a safe, permanent home where they are nurtured and can thrive, which helps to provide protective factors for children who come from homes where alcohol and/or drug use is the norm.</p>						

How will you measure the effectiveness of your use of the funds?	Statistics are gathered regarding the number of children/families served in which drug and/or alcohol abuse is an issue. These statistics include the number of children reintegrated back into their homes where drugs and/or alcohol were an issue. Our agency utilizes a database that is able to track the number of children/families affected by drugs and/or alcohol that we serve including the number of recommendations for drug/alcohol evaluations and treatment goals. (See attached narrative for additional information).
How many individuals will be aided by your use of AFAC funds?	Of the 167 CINC children served by our program in 2015, 98 of their cases involved substance abuse by the parent and/or the child. Having adequately trained volunteers to serve each one of these children and guide them appropriately is essential to achieving a positive outcome.
How many individuals in Finney County will be aided by your use of AFAC funds?	Our organization serves the entire 25 th judicial district, however of the 167 children we served in 2015, 143 were in Finney County. All of the volunteers we trained in the past year were in Finney County as well.
Do you have any other partners in this project? If so, who are the partners?	Because of the specialized area of child welfare we work within, we do not have specified project partners. However, we routinely collaborate with the school districts in our jurisdiction, DCF, St. Francis Community Services, Compass Behavioral Health, Russell Child Development Center, Kansas Children's Service League, and many other community organizations to advocate for the best interests of the children we serve.

Please complete and return to Ashley Freburg, Communications Specialist, PO Box 998, Garden City, KS 67846 by 4:00 p.m., February 19, 2016. For a digital version of this form, please visit the City of Garden City website at www.garden-city.org.

Alcoholic Liquor Fund

The State of Kansas, in KSA 79-41a04, creates an Alcoholic Liquor Fund, and describes how those moneys are to be distributed back to local units of government. For cities with population greater than 6,000 (Garden City fits that category) the law sets forth that 1/3 of the money be credited to the general fund, 1/3 be credited to a special parks and recreation fund, and 1/3 to a special alcohol and drug programs fund in the city treasury.

The Garden City Alcohol Fund Advisory Committee

The City and County Commissions established in 1982 (City: Ord. 1484, and County: Res. 18-82) the policies of the local Alcohol Fund Advisory Committee (AFAC). AFAC has advised the governing bodies on the distribution of alcohol consumption tax funds since inception. In 1990, the City and County Commissions changed the composition of the board from 12 members to 3 (City: Res. 1553, and County: Res. 11-90), but the charge of the group remains the same.

Currently, AFAC is committed to establishing a process by which to distribute the funds in a manner that enables the group to monitor effectiveness. Applicants are expected to provide a

(Attachment)

Through the services provided by our Court Appointed Special Advocates (or CASAs), Spirit of the Plains, CASA, Inc. addresses the social problems of child abuse, child neglect, substance abuse, juvenile offenses, and truancy. CASA volunteers act as objective, independent observers who interview all parties involved in a child's case and then provide this information along with recommendations regarding placement, permanency, and any necessary adjunct services, such as those related to drug and alcohol abuse issues, to the Court in the form of a written report for each court hearing. In addition, the volunteer meets with the child or children on their case to provide direct services to the child, including mentoring if the child is old enough.

Our agency served a total of 167 abused and neglected children in 2015. **A prevalent issue in the vast majority of these "child in need of care" cases is drug and alcohol abuse.** In 2015, 98 of the 167 children we served (58%) were directly affected by issues of substance abuse at the time their case entered the court system. CASA volunteers or staff made recommendations in their Reports to the Court for the parents/children to complete a drug and alcohol assessment and to follow the recommendations of the assessment with the majority of the parents/children completing an evaluation. When illegal drugs and/or alcohol abuse is added to the mix of child abuse and neglect, the severity of the situation worsens.

CASA volunteers deal with alcohol and drug abuse issues by: 1) interviewing all parties, including parents, and alerting the court of confirmed or suspected drug and alcohol abuse; 2) making recommendations/referrals for intervention and treatment; 3) monitoring of the parent's and/or child's treatment progress or lack thereof; 4) and, encouraging individuals to complete treatment programs and to maintain sobriety. The safety of children is always our paramount concern, and this is difficult, if not impossible, to obtain until drug and alcohol issues are addressed and treated. Our volunteers and staff participated in 302 court hearings along with over 228 case plans and meetings in the year 2015 regarding the children we serve (this does not include home and child visitations). Each and every one of these hearings/meetings addresses the tasks of the reintegration or permanency plan for these families. CASA monitors and addresses these tasks which include drug and alcohol assessments, completion of the drug and alcohol treatment, the parent/child's willingness to submit to UA's, and the willingness to stay clean and sober once their treatment was completed.

Our program seeks to target individual risk factors such as alienation and lack of social bonding through building a positive relationship with the children so they have an adult in their lives they can trust. This relationship is built through consistent contact with the child during the duration of their court case. We target the child's attitudes toward alcohol, tobacco, and drugs through communication about these issues and through positive role modeling and education. Through communication, the volunteer can hold the child accountable and work to decrease or eliminate the potential for drug use. Volunteers also target poor social skills, academic failure, aggressive behavior, and rebelliousness with the youth on their case through open and active communication, education, and by setting expectations for the child that these behaviors are inappropriate. By being the child's mentor, volunteers can help to create a drug and alcohol free lifestyle.

It is important for CASA volunteers to receive initial and ongoing training. Spirit of the Plains, CASA provides a minimum of thirty hours of initial training to volunteers, and an additional ten hours of inservice is made available each year. Our agency uses the training module provided by the National CASA Association which includes an entire unit specifically devoted to drug and alcohol issues ("The Impact of Substance Abuse/Chemical Dependency on Children & Families"). Additionally, written material and inservice meetings are made available to CASA volunteers in order to provide timely and valuable information regarding issues of drug and alcohol abuse. Our inservices are made available to not only CASA volunteers, but to the medical and mental health community, parents, foster parents, social service agencies, and the general public.

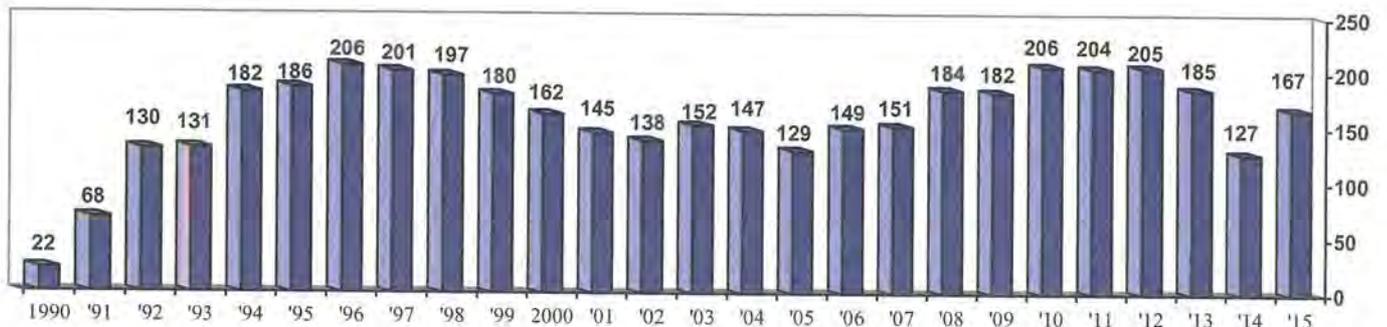
In addition to the previously mentioned information, it is important to understand that CASA volunteers must receive adequate training, support, and supervision. This is provided by CASA staff members. Each volunteer is assigned to a staff member, and close monitoring and support is provided. Staff members provide guidance to advocates, and this assistance is critical due to the ever-changing welfare, social, and court systems. CASA staff members maintain case files, edit and process volunteer court reports, accompany CASA volunteers to all hearings, provide insight and encouragement to volunteers who become overwhelmed or frustrated, remain available to volunteers on a twenty-four hour basis in times of emergency, and assist in negotiating disagreements between agencies and/or professionals involved with "child in need of care" cases.

Our agency is actively involved with the Finney County Health Coalition. It is the desire of Spirit of the Plains, CASA to assist children found in drug environments and to help them in their transition to foster care and/or relative care when necessary. Our agency continues to seek ways whereby we can assist with prevention, intervention, and treatment of children and families suffering with issues of drug and alcohol abuse.

At this time, Spirit of the Plains, CASA is assigned to work with 96 abused and neglected children. Four full-time staff supervise volunteers and their cases. According to the US Department of Health and Human Services, when families do not receive proper treatment for substance abuse, children are more apt to remain in foster care longer and re-enter once they have returned home. Our staff and volunteers work diligently to make sure these families receive the services needed and once the children are placed back home, they remain there. It is the desire of our agency to serve as many children as possible, while at the same time providing quality training and support for their CASA volunteers. The number of children involved in the Finney County court system as "children in need of care" identifies the need for CASA.

The following graph illustrates the number of CINC cases served by Spirit of the Plains, CASA:

Number of Children Served by Year



It is difficult to estimate the percentage of time spent on drug, alcohol and related problems. However, CASA has firm statistics which reveal that fifty-eight percent (58%) of the "child in need of care" cases served by Spirit of the Plains, CASA in 2015 involved parents in which drug and/or alcohol abuse was one of the primary areas of concern (and/or the children themselves had drug or alcohol issues). Cumulative data for 2015 is being compiled at this time.

The overall goal of CASA is to improve the quality of life for children who have suffered abuse and/or neglect. To that end, 100% of agency time is devoted to providing quality advocacy service.

The reality in our community is that literally hundreds of children are exposed to the effects of drug and alcohol abuse along with child abuse and neglect. Spirit of the Plains, CASA seeks to intervene in the lives of these very deserving children and to improve the quality of life for them. It is our belief that once the community is aware of the needs of these children, individuals and businesses will step up to meet these needs.

Goals and Objectives of the Organization:

The overall objective for Spirit of the Plains, CASA is to provide each abused and neglected child with a "voice in court". In order to promote this objective, our agency has the following goals in place: 1) completion of at least two group volunteer training sessions per year, with additional volunteers being trained through our independent training curriculum; 2) strengthening public awareness of CASA; 3) development of stable funding; 4) ensuring that the ratio of volunteers to staff is manageable; 5) and, provision of appropriate support and supervision of volunteers.

Program Evaluation Methods:

1. Spirit of the Plains, CASA is certified annually by the Office of Judicial Administration in Topeka, Kansas, using as criteria Supreme Court Administrative Order No. 82: CASA Standards and Guidelines. Our agency has met all criteria for certification since the inception of the CASA program (1990).
2. Spirit of the Plains, CASA submits an Annual Report to the Office of Judicial Administration in Topeka, Kansas. The compilation of the reports from Kansas CASA programs is used to evaluate and compare program strengths and advancements.
3. Spirit of the Plains, CASA reports annually to the National CASA Association and provides statistical year-end information. The compilation of the reports from across the nation is used to measure how our CASA program compares to other programs nationwide (using median statistics).
4. Spirit of the Plains, CASA will continue gathering specific data regarding drug and alcohol issues. Our agency will also continue to educate volunteers and community members on the effects of drug and/or alcohol abuse on parents and children.
5. Spirit of the Plains, CASA will continue to conduct an annual goal-setting and review session whereby staff, Board Members, volunteers, and others have an opportunity to provide insight into program strengths and needs.

**Spirit of the Plains, CASA
List of References**

Chief Judge Wendel W. Wurst
271-6100

Finney County Attorney Susan Richmeier
272-3508

Assistant Finney County Attorney Tamara Hicks
272-3508

Magistrate Judge Christopher Sanders
271-6113

Application for use of Alcohol Tax Funds

2016 City of Garden City

Alcohol Fund Advisory Committee

You may provide additional information. However, this form must also be completed.

Agency Name: Primary Contact Name: Address: Phone Number: Email Address:	Summer Playground Program Tammy Wilson 1312 N 7 th St. or PO Box 1544, Garden City 620-275-2424 or 620-640-8614 bbbs@gcnet.com
How will requested funds be used?	To provide a summer program for children in Garden City in cooperation with Big Brothers Big Sisters and Garden City Recreation that will provide kids with healthy outdoor activities, community resource information, reading opportunities, and lunch through USD #457
Requested Amount of Funding	\$6,500
Project budget: Please include as much detail as possible concerning your projected expenses as they relate to the request: The budget should also include all streams of funding from partners and in kind donations that will be used to complete the project.	\$6,500 To provide for staff and supplies all directly related to services to children attending at East Garden Village, Finnup Park, and Scout Park for 8 weeks this summer
Describe how will your request will address one or more of the following: 1) alcoholism and drug abuse prevention and education, 2) alcohol and drug detoxification, 3) intervention in alcohol and drug abuse, or 4) treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers.	Our request will address alcohol prevention and education, healthy alternative activities, safety, and community resources to children ages 5-13, and educational activities for children attending this program at no cost to them. These children would not otherwise have the opportunity to attend something like this. Lunch will also be provided. It will run from 9:30 a.m. to 1:30 each day Monday through Thursday in June and July for 8 weeks.
How will you measure the effectiveness of your use of the funds?	Local crime rates during the hours of operation from Youth Services and the Police Department and POE on each child
How many individuals will be aided by your use of AFAC funds?	300+ local youth ages 5-13
How many individuals in Finney County will be aided by your use of AFAC funds?	300+ local youth ages 5-13
Do you have any other partners in this project? If so, who are the partners?	Garden City Rec, Finnup Foundation, Finney County Extension, Youth Services, USD 457, Garden City Police Dept

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Currently, AFAC is committed to establishing a process by which to distribute the funds in a manner that enables the group to monitor effectiveness. Applicants are expected to provide a strategic description of how requested funds will be used and recipients are expected to provide documentation as to their success in fulfilling their commitment.

While the committee will seriously consider any request for funding that meets the criteria of KSA 79-41a04, AFAC is particularly interested in areas of substance abuse prevention. The committee monitors the distribution of funds as they relate to the following six categories identified by the Center for Substance Abuse Prevention:

- 1) Problem Identification and Referral
- 2) Alternatives and Activities
- 3) Community-Based Change Efforts
- 4) Environmental Approaches
- 5) Prevention Education
- 6) Information Dissemination

AFAC conducts mid-year and end of year reviews on all awarded funds. Distribution of funds comes in four, quarterly payments (generally disbursed in March, June, September, and December).

Contacts

Kevin Bascue, AFAC member

Susan Escareno, AFAC member

Verna Weber, AFAC member

Ashley Freburg, Staff liaison to AFAC



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Ashley Freburg, Staff Liaison
DATE: March 15, 2016
RE: 2016 Art Grant Recommendation

ISSUE:

The Governing Body is asked to consider and approve the distribution of Art Grant funds as recommended by the Art Grant Committee.

BACKGROUND:

The Arts Grant program was developed in 2012 as a formal process by which arts programs can request funding from the City. Art Grant Committee Members are Sean Collins, Shawna Deal, and Melissa Gallegos.

The City Commission allocated \$15,250 from the social fund line item to fund the Arts Grant program for FY 2016. The City received 11 applications requesting a total of \$40,421.20. The Arts Grant Selection Committee recommends awarding \$15,200 to the 11 applicants as outlined below.

Agency	Amount Requested	Amount Recommended
Ad Astra Out West	\$ 2,000.00	\$ 1,500.00
Arts Fusion Initiative	\$ 3,500.00	\$ 1,500.00
Edith Scheuerman Tigerrific Sign Choir	\$ 1,500.00	\$ 1,000.00
Finney County Preservation Alliance	\$ 5,000.00	\$ 1,500.00
Friends of Garden City Arts	\$ 5,000.00	\$ 1,000.00
Garden City Arts	\$ 3,921.20	\$ 2,200.00
Southwest Kansas Live On Stage	\$ 2,500.00	\$ 1,500.00
Steps Dance School	\$ 4,000.00	\$ 1,000.00
String Academy of the Plains	\$ 4,200.00	\$ 500.00
Tumbleweed	\$ 3,000.00	\$ 2,000.00
YMCA	\$ 5,800.00	\$ 1,500.00
Total	\$ 40,421.20	\$ 15,200.00

ALTERNATIVE:

1. Approve the Committee's recommendation to award \$15,200 in Art Grant funds to 11 agencies as outlined.
2. Alter the Committee's recommendation and award funding as the Governing Body sees fit.
3. Do not approve the Committee's recommendation and send the item back to the Committee for further review.

RECOMMENDATION:

The Committee requests the Governing Body approve their recommendation to allocate \$15,200 in 2016 Arts Grants as outlined above.

FISCAL NOTE:

If approved, \$15,200 would be awarded from Fund 001-171-6165 "Social Funding."

ATTACHMENTS:

Description	Upload Date	Type
Art Grant Applications	3/9/2016	Cover Memo

Ad Astra Out West would like to thank the City of Garden City for considering our organization for the 2016 Art Grant.

Literally translated "to the stars out west," Ad Astra Out West is an 501c3 organization dedicated to furthering the Garden City area music scene by providing local musicians with a festival to showcase their talents to a diverse crowd of music fans. We have worked toward our goal through the last four years by producing events such as The Hillside Sessions and a Dia de los Muertos celebration in conjunction with Garden City Arts.

The Hillside Sessions is a yearly music festival held at historic Hillside Ranch just outside the city limits. During the past four years we have featured over 30 unique bands with styles ranging from country and folk to metal and hip-hop. Because all of our bands are from the western Kansas area they have a chance to mingle with each other resulting in an increased number of opportunities and new bands. As a result we have seen an uptick in the amount of local shows, recordings and videos featuring our local musicians.

This year's 5th annual Hillside Sessions is slated to include over 50 artists representing 15 bands from the Garden City area. The date of this year's show is Saturday June 4th.

We are requesting a grant allocation of \$2000 in order to rent audio equipment and lighting as well as to hire a professional sound engineer. This is our first year requesting a grant of any kind as we have built our popularity on the shoulders of our artists, volunteers and sponsors. A few of our repeat sponsors include Johnson Septic, DV Douglass Roofing, Papa John's Pizza, Wasinger Farms, Petersen Printing and Western Motor.

We would like to thank you for your consideration and hope for a hand from the city in continuing to build this festival for the enjoyment of our artists and fans.

Sincerely,



Sean Collins, President
Ad Astra Out West Board of Directors
3319 N VFW Rd
Garden City, KS 67846

Arts Fusion Initiative

- > Garden City, KS
- > Arts Grant

272 Willoughby Ave
Apt. 3S
Brooklyn, NY 11205

620.272.7568
Kristen@arts-fi.com
www.arts-fi.com

February 18, 2016

City of Garden City
301 N. 8th
PO Box 998
Garden City, KS 67846

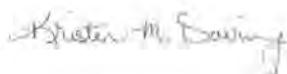
Dear City of Garden City Arts Grant,

I am writing to apply for the City of Garden City Arts Grant, 2016. This past August Arts Fusion Initiative (ArtsFI) conducted a two-week Artist Residency focusing on educational outreach. We worked with around 300 students daily within the Arts and Communications Academy. We were excited to see that our workshop model was so well received within GCHS! We also performed alongside 50 high school students in a final culminating performance at the end of the two weeks. This was a great way to give the students and faculty a great jump start to their academic year.

Each year that we have come to Garden City we have tried to offer something new, something a little different from the last visit, and this year's plan is no different! Our goal this coming year is to continue to build our relationship with the community at large. We are currently developing our workshop model for the professional workforce, and already have our first Professional Development workshop lined up with NYU School of Nursing faculty. We would love to offer these workshops to the Garden City community in addition to our educational workshops and performances. We really believe that the power of the arts is not only limited to students of younger ages, which is why we are interested in extending this opportunity to the workforce.

As our past travel expenses have ranged from \$3,000 to \$4,000 for one project in Garden City, I am requesting the amount of \$3,500 to be used for travel expenses between New York and Garden City. My hope is to bring the artists at different points throughout the school year for shorter residencies allowing us to expand our work within the community. With many members of ArtsFI graduating, this type of planning will provide the flexibility needed to schedule our trips to Garden City at times that work for both the artists and our community partners. Thank you for your consideration.

Sincerely,



Kristen Doering

I. OVERVIEW 2015

Through our past work in Garden City, Kansas in August of 2015, the members of ArtsFI have developed a unique approach to educational workshops and outreach with students between ages 9-18. Based on our collaborative creative process, we draw students into a cross-discipline creative atmosphere, actively engaging their thoughts and ideas, opening them up to the world of artistic interpretation. As our last ArtsFI project followed a two-week timeline with the same ages of students, we feel we are poised to offer the following positive outcomes we experienced as a result of our work in Garden City.

- I. Critical Thinking
- II. Aesthetic Development
- III. Teamwork
- IV. Self-expression
- V. Expansion of vocabulary
- VI. Positive Self-reflection
- VII. Artistic writing
- VIII. Self-confidence
- IX. Leadership
- X. Respectful environment

Having worked with an average of 300 students daily for a two week time period, we found these outcomes to be true across the variety of students in our interactions.

II. Goals/Objectives

- We hope to continue our relationship with students we have worked with in the past, while building new relationships with students in different academies and possibly the middle schools as well.
- We hope to connect with the community at large and harness the power of the arts to inspire creativity, innovation, and teamwork in the workforce.
- To solidify relationships within the schools and the larger community.
- To continue sharing our love of the arts and instill appreciation of the arts in the community at large.

III. PROPOSAL

Workshops:

Our workshop model involves a two-phase model. The first phase includes in-depth discussion and exploration of poetry without music, dance or drama. This can be done in classrooms or offices and if possible, rooms that have a piano available. The second phase includes the continuing discussion of poetry while applying our layering effect. © This would take place in the GCHS auditorium for the students, and if scheduling permits, for the professional development workshops as well. If not, I will arrange to use the Horace Good Middle School auditorium.

The content of our workshops would include the combination of poetry, dance improvisation, live music, and dramatic elements to explore artistic interpretation. From our experience, the small group sessions really set the tone for open and respectful creative environments where each individual is encouraged to voice their own ideas, opinions, thoughts and feelings as we move through different sets of poetry. This is a great way to get the creative juices flowing!

We would plan to continue our workshops with the students, although the volume of these workshops would vary based on the time of the year and the teacher's class schedules. In addition to the school workshops, we would continue our relationship with Steps Dance Studio, who have been our community partner for the past two projects.

We would also potentially offer workshop sessions for the faculty of GCHS as a group. We have found it can be invigorating for a group of co-workers to experience our workshop together, taking them out of their everyday routine to explore and create, strengthening work relationships and, of course, throwing in a dash of fun!

I am particularly interested in working with the medical field workforce, such as nurses, employees of the hospital, and doctors, if time allows. This is partly why we are conducting our first professional development workshop with NYU School of Nursing faculty. This workshop will also serve as research in how we can shape our workshops to be most beneficial for the medical field.

Performances:

We plan to continue to bring high level, live performing arts concerts which will include our signature multidisciplinary concert inspired by one piece of text, as well as classical concerts with the musicians in venues such as The Clarion, house concerts, and making a special effort to provide afternoon concerts in the retirement homes. We were able to perform at Garden Valley Retirement Village last August which has inspired us to dedicate more time to this part of the community's population.

IV. Budget

Item:	Amount:	Description:
Flights*	\$5,200.00	Airfare from NYC to GC
Printing	\$1,250.00	Programs, flyers, posters
Lodging**	\$4,100.00	5 nights at \$82/night **
Food	\$1,500.00	10 days at \$50/day per artist
Artist Honorarium***	\$10,500.00	7 artists at \$1,500.00 flat fee
Administration Fee	\$2,000.00	Organizational administration fee
Videographer	\$4,000.00	For documentation and marketing
Supplies	\$500.00	Camera rental for videographer
Graphic Designer	\$500.00	Program, flyer, poster design
Marketing	\$425.00	Professional writer for website
Performance Tech	\$500.00	High School Tech crew
TOTAL:	\$30,475.00	

*I plan to have at least five to six artists present in one trip and at least three artists present a second trip for music concerts and music workshops at the high school. This will require at least two trips minimum to Garden City throughout the academic year of 2016-2017.

** Hotel price found for The Clarion Inn in Kansas City as of 2/18/2016 for 5 rooms for 5 nights.

***This is a flat fee that covers performances, rehearsal time, and all workshop sessions. Typically, one day of workshops is \$1,000 per artist, hence the honorarium is a modest amount for the time spent preparing and conducting this project in Garden City.

Estimated Income:

Item:	Amount:	Description:
Juilliard Grant	\$4,000.00	Grant for Videography
Garden City Arts Grant	\$3,500.00	Pending - Partial Support of Airfare
In-Kind Donation*	\$5,600.00	Lodging and Food
USD 457 Grant	\$3,500.00	Pending (March application)
Finnup Foundation	\$8,000.00	Pending (February application)
WKCF Grant	\$3,000.00	Pending (May application)
Corporate Sponsors	\$5,600.00	Previous Corporate Sponsors
Contributions	\$1,000.00	Average of past contributions
Concert Revenue	\$1,500.00	Estimate
Dance Workshops	\$650.00	Steps Dance Studio
TOTAL:	\$30,750.00	

*We had very generous hosts during our two-week residency and we also employed a food donation link on our website where people would drop off food items throughout the two weeks that provided plenty of food for our artists!

V. Timetable

Date:	Description:
March – August, 2016	Concert Program Development Professional Workshop Development Rehearse Repertoire
Sept. 2 – Sept. 7, 2016	Potential first visit
December 2016	Potential Musician concert visit
January 2017	Potential visit (second choice)

VI. Addendum

- Video documentation (links)
- Teacher Testimonial
- Student Testimonials

Overview - <https://vimeo.com/155015143>

Student Interview - <https://vimeo.com/155028105>

Garden Valley - <https://vimeo.com/155034144>

Hey guys,

Thank you for all that you
did for us, I now know how to
work the light board, Thanks So

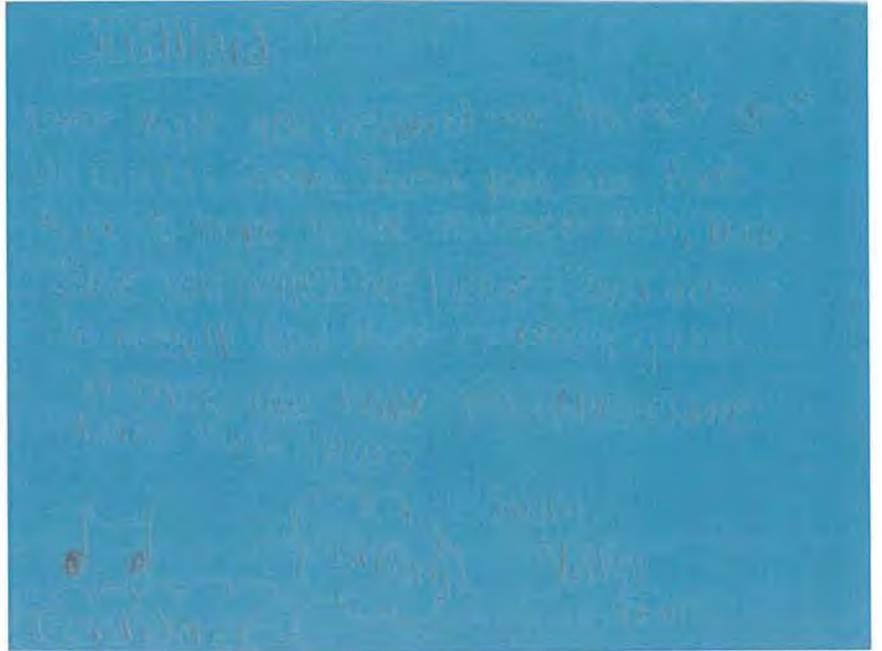
chard you guys were
the best at the photo booth

Sincerely, - Ann Foster

Dear Julliard,

Thank you for teaching me to
express my true self. I can be
what ever I want to be as
long as I believe in my self when
no one else does

- Brenda
Ortiz



Thank you all for
coming here and sharing
your beautiful talents
with us. I enjoyed every
bit of your workshop
and your performance.
Also, a special thanks
to Kristen for not
forgetting the dirty G
and giving me and many
others the opportunity
to work with all of you

Brittney Evermann

Dear Jake, Kyle, Tiara, Kristen, Cleo, Collin, and Maria -

Thank you all so much for giving us two whole weeks of your time. I learned so much about acting, and what real life is like, and the genuine truth of being a good person. The work you do is incredibly selfless, and I will remember you all.

Kristin - You taught me that even a girl from the middle of nowhere can be an amazing pianist.

Jake - I learned so much about acting from you, more than I have in my entire life.

Kyle - You are a beautiful dancer, and one of the kindest people I've ever known.

Tiara - Again, such a talent dancer, and beautiful, and a beautiful personality. Dancers must have a type.



Edith Scheuerman Tigerrific Sign Choir

Edith Scheuerman Elementary School
1901 Wilcox Ave.
Garden City, KS 67846
lking@gckschools.com
620-805-7350

Thank you for the opportunity to apply for the Garden City Community Grant. This is the eleventh year that the Edith Scheuerman Tigerrific Sign Choir has been offered to our students as an activity in which to participate.

Choir members are in 1st through 4th grade and stay after school to practice each Monday for an hour and a half. The number of students in the choir varies each year, with 45 students currently in the choir. They have a short recess and a snack as they have already been at school for an entire day. Students are taught to sing various songs and to sign them as well. We have also taught some students to play bells. This year the 4th grade Sign Choir members learned a dance to go with one of our Christmas songs. Our school houses the elementary program for the deaf and hard of hearing and all students are taught some sign language in the mornings when possible before school. Being in sign choir affords students the opportunity to learn more sign language and the chance to give back to the community in so many positive ways by performing at various functions. It is very beneficial for children to be involved in extra-curricular activities, especially music! Research states that students who are involved in activities tend to stay out of trouble and perform better in school.

We have participated in numerous community events including the Veteran's Day Parade and the Winter Parade. We have performed at many functions; private Christmas parties, dinners at the Senior Citizen Center, each of the Retirement homes, caroled at homes and businesses around town, such as Dillon's West and Dillon's East, and Walgreens. Other various community organizations we have had the privilege to perform at are the, Crystal Apple Award ceremony, USD #457 staff dinner, Garden City Community College, Garden City High School, Lakin Retirement Village, Ulysses Spring Fling, Rotary Club, USD #457 School Board Meetings, Kansas Honor Flight Fundraiser, performances for students' families and friends, and performances for the Edith Scheuerman staff and students.

In the past we have received funds from Target Grants, Sunrise Kiwanis, AT&T Pioneers, Veterans of the Vietnam War, Women's Chamber, Community Foundation of Western Kansas, Garden City Lewis Automotive Group of Garden City and various private donors. We have also sold Sonic Cards, Burger King Cards in the past. Two years in a row we have sold sign choir shirts as a fund raiser only making \$2.00 per shirt. Another small fundraiser we do in the fall is Freddy's night for the Edith Scheuerman Tigerrific Sign Choir, with that we make \$350.00 Each year we look for organizations that are willing to help fund our group. This school year we have not, as of yet, received any formal donations. In the recent years it has become harder to receive any formal donations.

For eleven years Loretta King (para-professional) has volunteered as the sign/music director/ sponsor of the Edith Scheuerman Tigerrific Sign Choir. Amy Harris (certified Kindergarten teacher) is also a sponsor of the Edith Schererman Tigerrific Sign Choir. Money donated has gone towards buying uniform shirts for formal performances for the students, which are kept at school. Each trip we take, and we take many, is made possible by USD #457 but we do pay the standard field trip fee for local trips and an extra charge for out of town trips. Money is regularly spent on snacks for the children and additional CDs and sheet music. Occasionally we buy costumes for the choir members. For example, we are in need of buying new LED Christmas lights for our holiday float. For five years now another small fundraiser we do is go around the community and serenade to people for Valentine's Day, we break about even to pay for our bussing and buy carnations to give to the recipients.

We always have a busy Christmas season....each year consisting of several performances as well as an evening of caroling!...during which we have spent \$200.00 on bussing. We would like to buy a PA system as we are branching out into performing at bigger venues and need a PA system with microphones and speakers to help amplify when the children sing. We are always buying new music, CDs and we always need money for snacks for the Sign Choir members. Busing will continue to be an expenditure as well. We would like to request \$1500.00 in grant money to sustain our choir for the rest of this school year and into the next one. We always tell our sign choir members it is always good to give back to our community. For example-we go to the rest homes and to those who are homebound and give them some Christmas cheer, we try to make their holiday special for them, as well. Giving back to our community is a great lesson to teach our Sign Choir members. Thank you for considering our request.

Respectfully submitted,

Loretta King

Amy Harris



PO BOX 97
GARDEN CITY, KANSAS 67846
gardencitywindsorhotel@gmail.com
620-640-0470

FINNEY COUNTY PRESERVATION ALLIANCE

February 19, 2016

City of Garden City Art Grant Application
301 N. Eight Street
Garden City, Kansas 67846
Attention: Art Grant selection committee

CASH GRANT APPLICATION

I am pleased to submit this application on behalf of the Finney County Preservation Alliance (FCPA) to the City of Garden City for consideration. As you will see through a review of the proposed project, the FCPA is seeking \$5,000, which will enable the organization to paint the north and west walls of the Windsor Hotel and integrate a new mural for public enjoyment on the north wall.

FCPA is an ideal candidate for the eligible funds as our current project will both enhance the downtown district and arts community. As you review this application, keep in mind that the FCPA is restoring the hotel cupola this year with funds generated in 2015. The restoration of the cupola paired with the painting of the north and west walls of the hotel will provide a needed "facelift" in the downtown district.

Enclosed is the grant application, including the proposal. Should you have any questions regarding any of the contents of the enclosed proposal, please feel free to contact Brian Nelson at 620-640-0470.

On behalf of my organization and the people we serve, I respectfully submit the enclosed proposal for your consideration.

Cheers!

Brian Nelson
Executive Director
Finney County Preservation Alliance

PROPOSAL

1. APPLICANT:

Organization: Finney County Preservation Alliance

Contact: Brian Nelson, executive director

2. CONTACT INFORMATION:

Phone number: 620-640-0470

E-mail:gardencitywindsorhotel@gmail.com

Address: P.O. Box 97, Garden City, Kansas 67846

3. PROJECT:

The Finney County Preservation Alliance (FCPA) is currently seeking funds from the Art Grant Program to paint the north and west walls of the Windsor Hotel. The stucco walls were last painted in the 1960s. Stucco walls were patched in 2006, creating an undesired contrast of gray patchwork on discolored white paint. Walls will be power washed and painted a fresh brick-red color to match the building's front façade. A mural will be added that states "Windsor" to replace the current signage that was painted on the north wall of the building in the late 1960s/early 1970s. Beneath the "Windsor" signage, a mural will be created to reproduce an old-fashioned mural that was prominent on the Windsor's north brick wall until the stucco was applied over both the brick and the mural in 1929. A mural-themed public workshop will take place once the mural is finished. Artists Armadno Minjarez will commission both the mural and artist's workshop. Rod Fercking Construction will be hired to paint the north and west walls of the hotel.

4. MONEY REQUESTED:

FCPA is requesting **\$5,000** to fund 1/11 of the total cost of this project.

Cost Breakdown:

Painting of north and west wall (submitted) _____	\$ 37,900
Mural/Windsor signage _____	\$ 18,400
Mural Sketchwork _____	\$ 300
Community Workshop _____	\$ 250
TOTAL _____	\$56,850
TOTAL REQUESTED _____	\$ 5,000

5. USE OF MONEY RELATING TO PROJECT:

Given funds will be contributed toward the mural and "Windsor" signage on the north wall of the building.

6. PROJECT GOAL:

To visually improve the downtown district while restoring a historic landmark.

7. PROJECT REPETITION:

This is a one-time project.

8. OTHER CONTRIBUTORS:

Plans are to request additional funding from the following:

Creative Arts Industries Commission of Kansas	\$ 15,000
Finnup Foundation Trust	\$ 15,000
Mariah Fund of Dodge City	\$ 18,500
Western Kansas Community Foundation	\$ 3,350

9. PREVIOUS FUNDING:

This is the first time the FCPA has requested funding from the City of Garden City Art Grant.



PRESERVATION ALLIANCE



The proposed mural will go on the north side of the historic 1887 Windsor Hotel. Currently the wall is a discolored white with gray concrete patches where the stucco was patched over 10 years ago. Prior to the mural's placement, both the north and west walls will be painted a brick-red color to match the front of the building. This will allow a fresh clean surface for the mural to be commissioned on. The mural will measure 920 square feet.



The mural will incorporate an old mural that was covered in 1929 and new "Windsor" signage in the corner. The text will be more time period to the building compared to the early 1970s font currently on the building.



The old mural was a common sight on Main Street from the 1890s when it was placed through 1929 when the brick side of the Windsor Hotel was encased in stucco. Given funding, the mural will be replicated along with new "Windsor" signage in the top corner that reflects a turn-of-the-century font.

FRIENDS OF GARDEN CITY ARTS
1001 CENTER ST.
GARDEN CITY, KS 67846
276-8767

February 19, 2016

Dear Community Grant Committee:

The Friends of Garden City Arts (501c3) was formed in 2011 to support the efforts of the local arts council in its mission to provide a free public art gallery & educational programming for all ages. In the past the arts council, under its previous name of Southwest Arts & Humanities Council, also provided three public art projects ... "Friends & Frogs" a bronze sculpture group at Third & Kansas, "Mrs. Fulton's Garden" & "1800s Train Stop" at Main & Depot St, and "The Dream", the mural on Grant Ave. SAHC also hand-painted "Art Buff," a life size buffalo on display in the window at the Windsor Hotel.

Because Garden City Arts has had to concentrate on survival, the Friends organization was formed to continue the pursuit of public art projects. To date we have installed two modern kinetic metal sculptures on Main St., "Starburst" by Jim LaPaso and "Wind Fire" by Rusty Burgardt. We also assisted in acquiring the bronze sculpture, "Flight Time" by Gary Lee Price that was privately donated last Spring. Mr. Burgardt, a Garden City native, completed & installed "Prairie Thunder", a rustic life-size buffalo, with the City's help on Nov. 7, 2014.

To this end and because public art has been listed as one of the major goals of the City Commission in the past, **FoGCA would like to request \$5,000 towards a large multi-colored bronze of the new logo used by the City of Garden City and also the Finney County Convention & Visitors Bureau.** The sculpture will depict the stylized yucca, or "burst", that represents the wide diversity of our community's cultures coming together in harmony to create something beautiful. A bronze plaque will be installed at the base with the title, "The World Grows Here" and a brief explanation of its meaning. We chose bronze as the medium because it can be stained with a patina in different bright colors and because it's durable enough to withstand the wear and tear of the public and the weather, plus it will be around for the enjoyment of many generations to come.

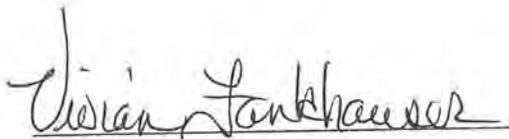
We have selected an artist and an initial payment of \$7,475 (the first of 4 payments) was made last Fall to Matt Glenn of Big Statues LLC of Provo, Utah. This is one of the few companies that accept custom sculpture projects and his

work is well known around the country, including a bronze sculpture at the U.S. Pentagon. **Total cost of the bronze is \$29,900** including shipment. It will be a large, impressive sculpture with planned dimensions of 12' wide at the bottom and 4-5' tall in the center. FoGCA has raised \$18,000 so far, including a \$2,000 grant from the City's Arts Grant committee two years ago and a \$10,000 reimbursement grant from the Mariah Fund which funds tourism projects in Southwest Kansas. FoGCA has applied for a \$10,000 grant from the Finney County Convention & Visitor's Bureau who share this logo, which is still pending. We will reapply to the Finnup Foundation Trust later this month. We will also contact private donors from the past. In the meantime, your grant will enable us to continue working with a sculptor to create an original bronze that Garden City can be proud of for many generations.

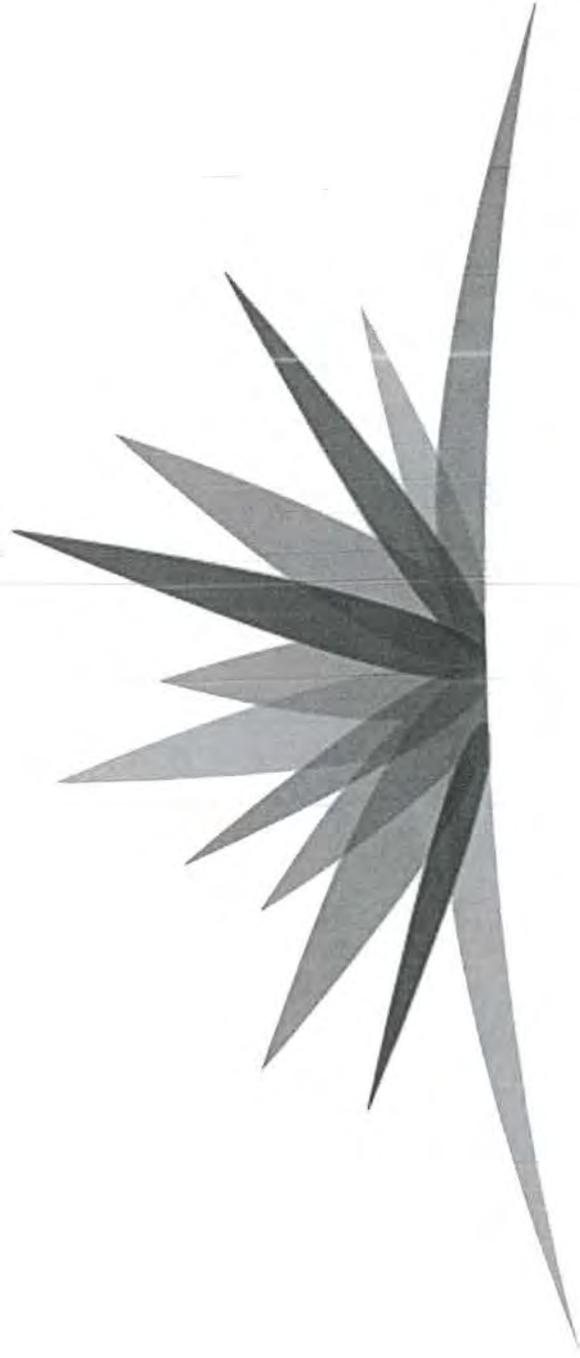
Location will be in the downtown area with input from our board, the Garden City Arts board, the Garden City Downtown Vision board, and City staff and commissioners. Possibilities include mounting it on a low base in front of the City Administration building, or next to the sidewalk centered on the West or South side of Steven's Park. The Downtown Vision organization and the CVB prefer the Steven's Park location, but no decisions have been made.

Based on the City's strong past support of projects, The Friends of Garden City Arts think you will agree that a varied collection of quality public art has been and will be a draw to our community as well as a quality of life issue for our residents. It draws professionals, art lovers & tourists alike to "the regional center of Western Kansas".

Respectfully submitted,


Vivian Fankhauser, Chair

Michael Knutson, GCCC Art Instructor
Katy Guthrie, GC Arts Liaison



GARDEN CITY

— THE WORLD GROWS HERE —



Big Statues LLC
815 Columbia Ln
Provo, UT 84604-2445

BILL TO
Vivian Fankhauser
1001 Center St.
Garden City, KS 67846 USA

INVOICE 1072

DATE 07/27/2015 TERMS Net 30

DUE DATE 08/26/2015

ACTIVITY	QTY	RATE	AMOUNT
Down Payment First payment	1	7,475.00	7,475.00
			PAYMENT 7,475.00
			TOTAL DUE \$0.00

PAID



Letter of Support:

June 26, 2015

Mrs. Fankhauser
Friends of Garden City Arts

To whom it may concern;

It is my pleasure to write a letter in support of the proposal to erect a bronze yucca burst statue in the downtown area of Garden City and Finney County.

I believe this is a building block to further a sense of pride in our community and an ideal place to have the theory behind the logo explained for those who come to our community. I am very excited about the community art we currently have and believe that the artists and those with an appreciation of the arts will travel to see the items. It also adds to the experience of visitors who have come here for other reasons.

In conclusion, I fully support the efforts of Vivian Fankhauser and the Friends of Garden City Arts to increase the quality of life in Finney County.

Sincerely,

Roxanne Morgan

Roxanne Morgan
Executive Director Finney County CVB



GARDEN CITY DOWNTOWN VISION

June 16, 2015

Dear Grant Committee:

Since 2004, Garden City Downtown Vision has worked to make Downtown Garden City the true heart of the city. This effort has included helping to fill empty storefronts, adding art pieces along Main Street, and promoting events that encourage locals and visitors to venture Downtown for shopping, dining, and gathering with friends and families for a variety of entertainment.

To that end, it is our hope that you will grant the Friends of Garden City Arts their request for monies to further their public art efforts in the downtown district. Public art is a vital part of the equation in continuing to make Downtown Garden City a destination place for arts and entertainment. The strides this group has made over the years in terms of public art are just what this community needs to further the art interests in Garden City and the surrounding areas.

Please let us know if we can be of further assistance in this request. On behalf of the Downtown Vision Board Directors, thank you for your consideration.

Sincerely,

Nicole Lucas
Executive Director



318 N Main St
Garden City, KS 67846
(620) 260-9700 | gardencityarts@gmail.com

February 18th, 2016

To Whom It May Concern:

Thank you for the opportunity to apply for the City of Garden City's 2016 Art Grant. We believe our mission statement, to enrich lives and encourage creativity through the arts, aligns with the City of Garden City's goal to provide community wide art programming.

Our proposal requests \$3,921.20 to fund our 2016 Art Programs that will reach members of all sectors in our community. We have already secured \$3,693.22 in funds for this project and currently have other grant requests submitted to 3 other organizations.

Thank you once again for this opportunity! Please contact me by emailing gardencityarts@gmail.com if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Katy Guthrie", written over a circular stamp or seal.

Katy Guthrie
Executive Director
Garden City Arts

2016 Art Programs

Garden City Arts

Prepared for: City Commissioners
City of Garden City

Prepared by: Katy Guthrie
Executive Director

Description

Garden City Arts is seeking funding for our 2016 Art Programs; which include a variety of art education classes for children and adults, cultural programs, art competitions and free events for the entire family. These art programs will benefit the community by providing services, otherwise limited in availability, to residents in Garden City, KS and the surrounding area thus improving the quality of life.

Garden City Arts
318 N Main
Garden City, KS 67846

(620) 640-4657
gardencityarts@gmail.com

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Statement of Need

Garden City, KS has experienced tremendous growth due to a boom in developments in the recent years. This influx of retailers, housing developments and plans for a new processing plant has rejuvenated the economy and made Garden City, KS a hub in Southwest Kansas. Great strides have been made in the economic development of Garden City. However, very little attention has been directed towards the quality of life. The Finney County - Garden City Economic Development Plan defines quality of life as the 'livability' of an area that includes 'parks, better schools, walking paths, abundant recreation programs, museums, and other cultural facilities' as being amenities associated with areas with a high quality of life. As Garden City continues to grow economically, we must also develop a cultural presence, especially when it comes to the arts in our community. This will attract white collar workers and provide better educational and cultural opportunities for individuals.

Evidence supporting the correlation between a healthy community and a strong cultural presence is often cited in numerous studies. Researchers at the University of Pennsylvania found that communities with a higher concentration of art programs also had higher civic participation, lower poverty rates, better child welfare and more social unity (10 Reasons to Support the Arts, 2014). With the help of funding from this grant, Garden City Arts believes that the overall quality of life for residents will improve by increasing the arts presence in Garden City throughout 2016.

Throughout 2016, Garden City Arts plans to focus heavily on our children's art education programs. By doing so, we believe that we will positively impact the future of this community by improving cognitive development of children residing in Garden City. According to Dana Consortium's research in 'Learning, Arts, and the Brain', children who participate in the arts develop better attention skills and memory retrieval techniques (Consortium, 2008). Additionally, cognitive neuroscientists employed at 7 major universities found a correlation between participating in art education programs and the development of problem solving, concept comprehension and processing information (Consortium, 2008).

Sources Cited

Consortium, Dana. *Neuroscience: Learning, Arts, and the Brain*. New York: Dana, 2008. Print.

"10 Reasons to Support the Arts." *Americans For the Arts*. Ed. Graciela Kahn. 1 Mar. 2014. Web. 20 Feb. 2016.

Project Summary

Garden City Arts has provided art and cultural programming to residents of Southwest Kansas since 1989. Our mission is to *enrich the lives of individuals of all ages by encouraging creativity and providing access to the arts*. In order to continue this tradition in 2016, we are asking for assistance in the form of funding from the City of Garden City, as well as sponsorships from local businesses, foundations and corporations.

In addition to our monthly art class for both children and adults, Garden City Arts has a wide variety of programs and events planned for 2016. This includes art competitions, like our 15th Annual Southwest Kansas Photo Contest and the 2nd Annual Sidewalk Chalk Contest, as well as our annual cultural Dia de Los Muertos Festival. Garden City Arts has free events for the entire family such as Drop-In Art Saturdays which occur on the 1st Saturday of every month, and our 3rd Annual Christmas Family Art Making Workshop. Garden City Arts partners with schools (St. Dominic's Catholic School and Abe Hubert Elementary School) to offer free specialized art programming to some of their students.

Last year, Garden City Arts impacted over 4,000 individuals through 37 free and community enriching events as well as 148 art classes! With the help of the City of Garden City, we would like to increase this reach and impact in 2016.

Requested Funds

Garden City Arts is requesting \$3,921.20 in funds to support our 2016 Summer Children's Programs (\$1,343.50), the St. Dominic's Special School Programs (\$1,128.54), the Abe Hubert Elementary Newcomers Special Programs (\$752.36), and our 2016 Art Field Trips (\$687.50). These funds will cover both the art supplies and operational expenses that it costs Garden City Arts to host these events. With these requested funds from the City of Garden City, Garden City Arts will be able to host 70 children's classes! *Please refer to page 8 for the total budget and page 9 for the complete list of sources of funds for this project.*

**Cost of classes are calculated as follows:

Operational Costs (labor + building costs) + Art Supplies x Number of Classes Offered = Total Cost

Goals

- To promote the arts and encourage creativity in Garden City, KS.
- To increase the quality of life for individuals of all ethnicity, gender and income in our community by providing quality art programs and events throughout 2016.
- To provide opportunities to children in Garden City Arts who otherwise have limited access to art education.

Target Population

Garden City Arts' programs and classes focus on children in grades K - 8 of all ethnicity, gender and income classes; middle-class females in their mid-20s to early 60s; and young families of all ethnicity and income classes.

Timeline

Garden City Arts will break down our calendar year into 3 seasons: 'Spring 2016' started January 19th and will conclude on April 30th; 'Summer 2016' will begin on May 3rd and last until August 31st; and 'Fall 2016' will commence on September 3rd and end on December 17th. All three semesters will be packed full of monthly art classes, as well as specialized programming tailored to fit the needs of the community at the time. For instance, our adult art classes and our special art programs will be the focus during the 'Spring 2016' semester, children's art programs will be the emphasis of the 'Summer 2016' semester, and 'Fall 2016' GCA will refocus upon our special art programs and our cultural programs. Monies from this grant will be used throughout the entire year to support our children's programming.

Evaluation

This year, Garden City Arts will offer two new ways to evaluate and receive community feedback. Starting in May 2016, we will have a section on our website that will allow members of the opportunity to voice their opinion of Garden City Arts and our art programming. We will also introduce an annual survey at the end of 2016. We will send it to our members and patrons asking for the input of how Garden City Arts performed in 2016 and how to improve.

Events & Classes

Garden City Arts has 201 classes, programs and free events planned throughout 2016! This figure includes 59 adult classes, 72 children's classes, 41 special children's programs, 12 free family events and 17 cultural events and art exhibitions. Please refer to the list below for details on each program.

2016 ART PROGRAMS

CHILDREN'S CLASSES K - 8

ARTFUL AFTERNOONS

Each month students will learn about a different famous artist as we celebrate the artist's birthday. Students will be shown examples of the artist's work and learn painting, printmaking, and drawing techniques. Using these skills students will create works of art and enhance their ability to problem solve, think critically, innovate and be creative.

MOM & ME

Mom & Me is a painting class designed for adults and the little ones in their lives to enjoy being creative together. The art instructor will lead the class through the painting project step-by-step to help each participant create their own masterpiece! Class is offered on the 3rd Saturday of every month.

SUMMER PROGRAMS

From May to August, Garden City Arts will be offering a series of children's art programs that will include painting, printmaking, drawing and sculpture and bookmaking. These classes will be in addition to the other monthly children's programs.

ADULT PROGRAMS +16

ART WEDNESDAY

Each month participants will be introduced to a new medium or craft and create a unique, finished product to take home. Classes will be offered every Wednesday of the month.

CANVAS + PAINT

This beginner's painting class is structured to encourage learning and fun. Each month participants follow step-by-step instructions to recreate a painting. Class is held on the 2nd Thursday of every month.

ARTIST WORKSHOPS

Garden City Arts periodically offers classes and workshops taught by local artists who want to share their skills with the community. Usually 1-2 artists workshops are offered per season.

VISITING ARTISTS

Last year, Garden City Arts brought in two visiting artists, John Buckner from Newton, KS and Darren Morrawitz from Hutchinson, KS, who gave free workshops and artist lectures. In 2016 we would like to bring back John Buckner to give another great wood turning workshop.

*CONTINUES OF PAGE 7

BLUSHING ARTISTE

Garden City Arts and Samy's Steak House partner together to offer an art class to individuals in the community every 3rd Thursday of the month. At the end of the night, participants leave with a finished piece of art to take home with them.

FREE CLASSES
ALL AGES

DROP-IN ART SATURDAY

Families are welcome to drop-in anytime between 1:00 - 3:00 PM on the 1st Saturday of every month and enjoy art-making together. There will be multiple art projects for all ages that will take between 15-30 minutes to complete each. Each month the projects will draw inspiration from a famous piece of artwork.

SPECIAL PROGRAMS
K - 8

NEWCOMERS CLASS

In September of 2015, Garden City Arts began a partnership with Abe Hubert Elementary School to provide specialized free art programming to children in the 'Newcomers Class'. Children in this program are in 2nd-6th grade and are non-English speaking students who have been in the U.S. for less than a year. The students and their teacher Mrs. Steelman come to the gallery twice a month to create art projects that focus on the subject matter they are learning that week.

ST. DOMINIC'S CLASSES

For the last 3 years St. Dominic's Catholic School has not had been able to offer art programming to their students. Garden City Arts has sought to help remedy this situation by offering an opportunity to the teachers at St. Dominic's to bring their students to the gallery for monthly art lessons. Currently, only Mrs. Graham's 6th grade class comes to the gallery on the 1st Tuesday of the month; however, with more funding we hope to begin offering monthly classes to the 2nd and 4th grade classes as well.

ART FIELD TRIPS

Garden City Arts hosts art field trips for schools and other non-profit organizations that work with children. These field trips include a short art lesson and art making activity and also a short tour of the gallery. Last year we hosted 4 art field trips for children enrolled at St. Dominic's Catholic School, Abe Hubert Elementary and the young men of Real Men Real Leaders. This year we already have had 3 requests from teachers and non-profit leaders and accommodate 7 additional art field trips with the fund re-

EVENTS & PROGRAMS
ALL AGES

PHOTOGRAPHY CONTEST

The 15th Annual Southwest Kansas Photography Exhibition is open to residents in Kansas, Colorado and Oklahoma. All entries will be exhibited in the gallery from Jun 24th - July 23rd and available for viewing by the public. A juror will award prizes to multiple winners.

SIDEWALK CHALK CONTEST

In conjunction with Downtown's Summer Sidewalk Sales, Garden City Arts and Downtown Vision will be hosting our 2nd Annual Sidewalk Chalk Competition. This contest is open to anyone over the age of 6 and includes categories for both professional artists and art enthusiasts.

DIA DE LOS MUERTOS FESTIVAL

Dia de Los Muertos, or Day of the Dead, is a Hispanic Holiday that memorializes loved ones who have passed. Garden City Arts will host our 5th Annual Dia de Los Muertos Festival and Art Exhibition this year! Last year over 250 people attended the festival.

CHRISTMAS FAMILY ART MAKING

During the Downtown Evening Christmas Parade, Garden City Arts will host a free, family art-making event. This event will feature art projects for all ages.

Project Budget

PROJECT BUDGET

PROGRAM	# OF EVENTS	EXPENSE
Artful Afternoons	36	\$1,934.64
Mom & Me	11	\$855.14
Summer Children's Programs	25	\$1,343.50
Drop-In Art Saturdays	11	\$822.25
St. Dominic's Catholic School Special Programs	21	\$1,128.54
Abe Hubert Elementary Newcomers Special Programs	14	\$752.36
Art Field Trips	10	\$697.50
Art Wednesday	30	\$2,332.20
Blushing Artiste	11	\$1,512.50
Canvas & Paint	12	\$1,004.88
Visiting Artist Workshops	2	\$500.00
2nd Annual Sidewalk Chalk Contest	1	\$1,032.70
5th Annual Dia De Los Muertos Festival	3	\$1,000.00
Christmas Family Art Making Expenses	1	\$250.00
15th Annual Photography Contest	1	\$600.00

TOTAL PROJECT BUDGET: \$15,766.21

**Cost of classes are calculated as follows:

Operational Costs (labor + building costs) + Art Supplies x Number of Classes Offered = Total Cost

REQUESTED FUNDS

Summer Children's Programs	\$1,343.50
St. Dominic's Catholic School Special Programs	\$1,128.54
Abe Hubert Elementary Newcomers Special Programs	\$752.36
Art Field Trips	\$697.50

TOTAL PROJECT BUDGET: \$3,921.90

Sustainability & Sources of Funding

Sustainability

In order to sustain our arts programming throughout the year, and offer new programs in 2017, Garden City Arts will continue to charge fees for all of our adult classes and small fees on select children's classes. Class fees will help cover Garden City Arts operational costs in 2016. Any excess funds will roll over to help cover program expenses in 2017. Last year, Garden City Arts saw a dramatic increase in adult class participation which resulted in us ending the year ahead by \$2,693.22. These monies will be used to help fund this years programming expenses. We anticipate to end 2016 with about the same amount.

Garden City Arts will also continue to seek funding via sponsorships from local businesses and grants through local and regional foundations.

SOURCES OF FUNDING

SOURCE	STATUS	AMOUNT
Wells Fargo	Pending	\$2,434.64
Cox Communications	Pending	\$1,750.00
City of Garden City	Pending	\$3,921.90
Wheatland Electric	Pending	\$1,000.00
Finnup Foundation	Pending	\$3,000.00
Keller + Miller CPAs LLP (Sponsorship)	Approved	\$100.00
Knoll Crop Protection (Sponsorship)	Approved	\$350.00
Golden Plains Credit Union (Sponsorship)	Approved	\$300.00
Fry Eye Associates (Sponsorship)	Approved	\$50.00
Sign Source (Sponsorship)	Approved	\$50.00
Landmark Nation Bank (Sponsorship)	Approved	\$100.00
Individual Sponsorship	Approved	\$50.00
Garden City Arts (Profit from Class Fees in 2015)	Approved	\$2,693.22

TOTAL REQUESTED FUNDS: \$15,799.66

Background Information

Garden City Arts is a 501(c)(3) non-profit arts organization that is dedicated to enriching lives and encouraging creativity through the arts. Our gallery is located in downtown Garden City, KS where we host 7 to 8 art exhibits every year and showcase the talents of local artists in our gift section. We also provide monthly film viewings, public works of art, cultural programs and art classes for both children and adults.

Accomplishments in 2015

- Garden City Arts increased our art programming by 198% from 2014 to 2015. Over the course of 2015, we impacted over **4,000 individuals** by hosting **39 free community enriching events** and **147 art classes**.
- Along with presenting **10 art exhibitions** to the community that ranged from artwork by local high school students to internationally known artists, Garden City Arts also brought in **two visiting artists** to Garden City they gave free workshops and an artist lecture.
- Garden City Arts introduced several new programs in 2015, including the first annual Sidewalk Chalk Competition and a **free** family art making program called Drop-In Art Saturdays. Both of these programs have been well received by the community and will continue in 2016.
- Garden City Arts formed **five new partnerships** with local schools, businesses and non-profit organizations, including Abe Hubert Elementary School, St Dominic's Catholic School, Samy's Steakhouse, Real Men Real Leaders, Downtown Vision and Big Brothers Big Sisters.

Board of Directors

Brandy Roberts

High Plains Public Radio

President

(806) 477-2547

broberts1225@gmail.com

Mia Michalek

Patrick Dugan's Coffee House

(620) 640-6785

Bernal15_2001@yahoo.com

Rebecca Hands-Neidig

Blue Fox Boutique

Vice President

(620) 272-1692

bluefoxboutique@mai.com

Risa DeVaney

Family Crisis Center

Treasurer

(620) 290-1754

risadevaney@yahoo.com

Ashley Schultz

Southwest Developmental Services

Secretary

(620) 290-4435

aschultz@sdsicddo.com

Melanie Hamann

Compass Behavioral Health

(620) 376-8162

mel.hamann@hotmail.com

2015 City of Garden City Funds

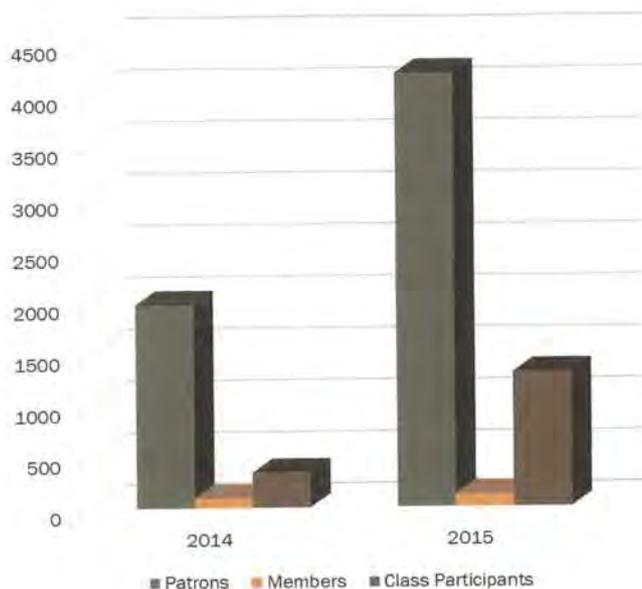
The City of Garden City awarded Garden City Arts \$2,000 in Art Grants monies last year. Please refer to the tables and charts below for details on how those funds were utilized.

2015 City of Garden City Funds

EXPENSE	MONTHS USED	AMOUNT
Part-Time Art Instructor Salary	JUL & AUG	\$482.50
Art Supplies (Children's Programs)	MAY, JUN, JUL, AUG, SEPT, OCT, NOV	\$1,517.50
TOTAL:		\$2,000.00

2015 Statistics

Gallery Stats



GALLERY STATS

- ◆ 4645 Gallery Patrons (*this figure does not include participants in offsite programs)
- ◆ 668 Adult Class Participants
- ◆ 762 Child Class Participants
- ◆ 110 Donating Members

CLASSES & PROGRAMS

- ◆ 66 Adult Classes
- ◆ 81 Kids Classes
- ◆ 2 Girl Scout Events
- ◆ 25 Free Family & Special Programs
- ◆ 8 Cultural Events
- ◆ 2 Visiting Artist Lectures/Workshops
- ◆ 10 Opening Receptions
- ◆ **TOTAL EVENTS: 194**



Southwest Kansas Live On Stage

February 17, 2016

Ashley Freburg, Communication Specialist
301 North Eighth Street
Garden City, KS 67846

Dear Ashley:

I would like to introduce myself as the new grant writer for Southwest Kansas Live on Stage. When I was new to the community twenty-some years ago, a friend invited me to attend a concert with her, and I have been a member ever since. I have enjoyed the varied and wonderful entertainment provided in our local community by the Southwest Kansas Live on Stage, and I am pleased to be a member of the Board and assist in continuing to carry on 70 years of providing quality concerts.

On behalf of the Officers and the Board of Directors of Southwest Kansas Live on Stage, please find enclosed our current application for the City of Garden City Arts Grant. Your consideration of Southwest Kansas Live on Stage is very much appreciated by the board, the volunteers, and the members of our organization. Your support in the past has helped us provide six varied concerts in the 2015-2016 season.

Sincerely,

Nancy Randolph
Southwest Kansas Live on Stage, Board Member

Enclosures

City of Garden City Arts Grant
Application to Request Funds
February 2016

1. **Name of Applicant:**

Southwest Kansas Live on Stage
P.O. Box 1827
Garden City, KS 67846

2. **Contact Information:** Nancy Randolph, Board Member, (620) 275-2878
nsrandolph@sbcglobal.net
3001 Lost River Drive, Garden City, KS 67846

Wynell Jones, President, (620) 426-6667
wjones@pld.com, P.O. Box 353, Deerfield, KS 67838

PROJECT INFORMATION

3. **Project:** Continued support of Southwest Kansas Live on Stage, a non-profit community concert organization.

4. **Amount Requested:** \$2,500

5. **The specific use of the money requested as it relates to your entire project or program:**

The grant funds allocated to Southwest Kansas Live on Stage by the City of Garden City would be utilized for partial payment of artists' fees. For the 2016-2017 season the allocation for artists' fees is \$55,000 minus a cancelled artist as reflected in the budget for 2016. We have five exceptional artists selected for next year as featured on the playbill attached from the 2015-2016 season. We had selected six shows at our booking meeting in August as reflected on the playbill, but one artist had to cancel, and the Board decided to not replace the artist for next year, so we are going to present five concerts.

We have two outreach programs planned to different students and schools in our community in the upcoming year.

The balance of our \$75,174 budget is spent for services from local businesses with printing, newspaper ads, sales tax, supplies, insurance, etc.

6. **Identify the goal of the project or program:**

The goal of Southwest Kansas Live on Stage is to provide quality live entertainment to the people and families of Garden City and the surrounding area. Southwest Kansas Live on Stage is a

membership supported organization where the annual finances are raised in advance of the next season to be able to sign contracts with the artists.

There is an emphasis on music education, as evidenced by the two outreach programs planned in the upcoming year to the schools and students, and an emphasis on entertaining the entire family with many of the artists coming out to the front lobby to sign autographs and meet with the audience, even have their pictures taken with the artists! Board members greet concert guests at the door acting as hosts and helping with seating and wearing gold stoles to be available to answer any questions. We want to be available for feedback or ideas attendees may want to relay to us.

We are bringing the following artists in the 2016-2017 season:

On September 20, 2016, the Equinox Little Big Band will be our opening concert with a high-energy class act with style, swagger and the great American songbook.

Melinda Doolittle, a soulful pop vocalist and an American Idol finalist who has wowed audiences everywhere from the White House to the Kennedy Center to Carnegie Hall will be featured on November 10, 2016.

On January 12, 2017, Tenore', a classic tenor pop/op trio unleashes a glorious sound that breaks down musical barriers, draws together diverse cultures, and celebrates a repertoire of lyrical sweetness and dramatic strength.

The Kat Trio will entertain us on February 14, 2017, with new impressions of classical music. The trio's unique repertoire features Russian arrangements and transcripts of classical works, well-known inspirational songs and American pop standards, including Scott Joplin rags.

And, finally, our last show is scheduled on March 27, 2017. Kubecca is an amalgam of musical expression. Kubecca combines classical and jazz education with musical theater experience to create a diverse program featuring country, jazz, and show tunes arranged for unique instrumentation including the marimba, kalimba, flute and theremin.

7. Explain if this is a one-time project or program. If it is not, explain plans for funding in future years:

Southwest Kansas Live on Stage is proud to be celebrating its 70th season with the 2016-17 season. The attached budget for 2016 lays out our funding plan for the calendar year 2016. Membership support provides the majority of our funding, and our membership drive will be held in March this year. Live on Stage volunteers seek additional support from community foundations, corporations and organizations through its sponsor and patron plan contributions, playbill advertising and individual donors. The new "playbill" was supported by the advertisers and sponsors listed in the program attached.

In the past two years our expenses were greater than our income, so when one of our selected artists had to cancel, the Board decided to not replace the artist and save the additional

funds to bring us in line again for the upcoming year. In addition, the Board also decided to increase our membership fees slightly for the upcoming year to \$70 for an adult (\$60 early bird through March), \$130 for a couple (\$120 early bird), and \$110 (\$100 early bird) for a single adult with children. We are keeping the student tickets the same at \$40.

The Board is also working diligently to increase our income from sponsors, advertising, and patrons and to increase our membership in order to continue to provide the quality and quantity of professional artists and cultural exposure in our Community. We continue to seek and appreciate grant funding to offer these excellent concerts in our community.

8. Identify other contributors (those already committed and those targeted) to your project or program.

A copy of our current playbill program is enclosed which showcases the businesses which purchase ads to support the concerts. A current list of sponsors, advertisers, and patron plan donors with their level of support is also included with this application. They contribute much needed funds and services to advertise the upcoming concerts and prepare the concert playbills.

The program also includes a list of the Live on Stage Board Members. Many volunteer hours are contributed by the board members and the volunteers who promote the concerts. Volunteers also generously provide meals for the artists and donate cookies for the intermission at each show and usher for the shows.

9. If you have received Art Grant funding in the past, please indicate when and how funds were used.

Southwest Kansas Live on Stage received grant funds in 2015 of \$2,500. The funds were used for partial payment of artists fees. Attached is a copy of a check used to pay artists fees in 2015 dated 8/7/15 for \$8,676 to Live on Stage.

We had an outreach to middle school students in Garden City with Presidio Brass which was well received and enjoyed by the youth. As an additional outreach to the youth, for the remaining three concerts for the 2015-2016 season we will honor high school activity tickets from high school students for free admission to the remaining three concerts.

Southwest Kansas Live on Stage appreciates the generous support given for the wonderful community program which provides live art entertainment in our local community. Without the financial and physical support of local government, businesses, and citizens we would not be able to offer the quality concerts that we do. Live on Stage exists because of local volunteers and their support, and we are proud to have been an integral part of the cultural heritage of Garden City and the surrounding communities for 70 concert seasons!

BUDGET
1/1/16 TO 12/31/16

INCOME

Corporate Sponsors	12000
Grants	9000
Memberships	36000
Patrons	8000
Single Show Memberships	1000
Advertisement Receipts	3000
Live On Stage Canceled 1 Show	8500
	77500

EXPENSES

Annual Meeting	25
Artist Allowance	55000
Advertisement	2000
Artist Meals	200
ASCAP Fees	150
Credit Card Fees	50
Custom Hire – Sound Operator	700
Equipment	250
Dues & Fees	800
LOS Fees & License	2500
Insurance	845
P.O. Box Rent	84
Piano Tuning	400
Postage	500
Printing	5000
Programs	1800
Registration	300
Sales Tax	3000
Security Bond	245
Service Charges – Bank	25
Stage Hands- Lights, Unloading, etc.	400
Supplies	900
Total Expenses	75174

TOTAL INCOME-EXPENSES + 2326

Sponsors for 2015-2016

	In Kind	Cash
<u>Gold</u>		
Donor		\$3,000
Western Kansas Broadcast Center	\$3,000	
<u>Silver</u>		
Pioneer Communication	2,250	
Garden City Telegram	2,250	
Garden Pharmacy		1,500
Commerce Bank		1,500
<u>Bronze</u>		
Garden City Rec.	1,250	
High Plains Public Radio	1,125	
Ulysses News	1,125	
Scheopner's Water Conditioning	1,125	
Golden Plains Credit Union		750
Garden City State Bank		750
Western State Bank		750
High Plains Urology		750
Whartons		750
Wards		750
Total	\$12,125	\$10,500

Playbill Advertising

Fry Eye	450
Coldwell Bankers	300
Dr. Randall McVey	300
Rutter Cline Insurance	300
Plaza Pharmacy	300
Landmark National Bank	300
St. Catherine Hospital	300
Burtis Motor	300
Total	\$2,550

B/W Front

SOUTHWEST KANSAS
LIVE ON STAGE INC.
P.O. BOX 1827
GARDEN CITY, KS 67846

18-1/1010

3670

DATE 8/7/15

PAY TO THE
ORDER OF

Live Onstage Inc. \$ 8676⁰⁰

Eight Thousand Six Hundred Seventy Six DOLLARS



Commerce Bank
Garden City, Kansas 67846
www.commercebank.com

Wynnell Jones, Pres.

MEMO

Final - McCartney

Receipt of Guernsey
T Vone

⑆ 101000019⑆ 750051519⑆ 3670

UNIVERSITY MICROFILMS INTL

Location: LIVE ON STAGE

For Deposit Only to Acct#: 360176

Date: 08/12/15

Deposited by: 810607048_cherie

DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE
RESERVED FOR FINANCIAL INSTITUTION USE *

Regions
Date: 08/12/15
X 062000019 <

The security features listed below, as well as those not listed, exceed industry guidelines.

Security Features:

Ultraviolet Line

Chemically Sensitive Paper

Security Screen

Results of document attention:

- * MP shall type in line appears as dotted line when photocopied
- * Stains or spots may appear with chemical abrasion
- * Absence of "Original Document" verbiage on back of check

* FEDERAL RESERVE BOARD OF GOVERNORS REG. CC

THANK YOU!

A Huge Thank You to all those who have contributed to Southwest Kansas Live On Stage through our Patron Program:

Friends \$25-149

Adams Real Estate
Neil & Bernadette Austin
Bob & Luluana Baker
John & Gloria Battin
Larry & Thelma Bortz
Steve & Lisa Campbell
Kent & Joy Carmichael
Catherine Doll
Dan & Vivian Fankhauser
Richard Fankhauser
Donald & Donna Foster
Gwyneth Frack
Roger & Vivian Funk
Nikki Geier
Arthur Gomez
Archie & Susie Gooden
Betty Harvey
Corinne Herdon
David & Rebecca Hetrick
Eric Hoene
Debra Hoke
Bernard & Merric Huschka
Wynnell Jones
Gary & Kim Keller
Dr. Thomas & Mary Koksas
Joyce Lauber
Ed & Nelda Lewis
Marc & Lucinda Miller
Max Miller
Minnie Miller
Jeri Moore
Lon & Janyth Pishny
Roger & Janet Reed
Paul & Laurel Reynolds
Emilie Schmalzried
Pat Shearman
Andora Snell
Susan Soldner
Clinton & Delaine Stalker
Michael Stewart

Jean & Dick Strandmark

Emilie Taber
Gary & Doris Tabor
Bobby & Carolyn Welch
Jim & Rose White
Randy & Leanna Wolfe
Sidney Worf
Larry Wright
Kathy Younger

Contributors \$150 - \$249

Shari Dos Bange
Ted & Jeannie Compton
Delores Currier
Dave & Bettee Gilkison
Romona Haney
Pam Kells
Leo Jo Lowry
Otis & Mary Lee Molz
Dr. Ralph & Sue Swords
Larry & Kay Thompson

Fans \$250-499

Don & Linda Doll
Bruce & Pat Reichmuth
Matha Sherman Fund/WKCF
Mark & Terri Worf

Patrons \$500 - \$999

Steven & Dr. Marilyn Douglass

Ralph & Marilyn Germann

Benefactors \$1000-\$4999

City Of Garden City
Finnup Foundation
Cecil O'Brate
Lee & Brenda Reeve
Western Kansas Community Foundation

Don't See Your Name?

**We apologize if we've left you off.
Please know that your support is very important to us
and is very much appreciated!**

2015

Sabrina Montez
Steps Dance School
1620 E. Kansas Avenue (Studio)
611 N. 3rd Street (Mailing)
Garden City, KS 67846
620-521-4555
E-mail: stepsdancegc@hotmail.com

February 19, 2016

Ashley Freburg, Communications Specialist
City of Garden City
P O Box 998
Garden City, KS 67846

RE: City of Garden City Arts Grant Application to Request Funds

Dear Ashley:

My name is Sabrina Montez, owner of Steps Dance School. I am requesting \$4000 from the City of Garden City Arts Grant to fund new backdrops, props, and costumes for our bi-annual Nutcracker production.

Our purpose as a Dance School is to expand the performing arts opportunities in Garden City, giving community members the ability to enjoy performances as the children in our community develop their skills and love of dance.

In December 2016, we will be producing our 8th bi-annual production of the world-wide holiday tradition, The Nutcracker. This production will showcase the artistic talent of over 200 local dancers with four separate shows.

In December, 2014, we completed our 7th production of The Nutcracker. Our four performances had over 2600 in attendance. Incredible! 187 dancers were divided into two groups, so each group could perform two shows.

Going forward, we want to produce a Nutcracker show of the quality that one would expect in a larger city. We definitely have the talent here in Garden City! This year we want to add a small orchestra of local musicians. We had a trial show December 2015 with our older dancers and the high school orchestra. It was a short performance but allowed us to see how the two groups needed to work together to accomplish a performance and that it was possible to do this for Nutcracker.

The props and scenery backdrops are showing the wear from years of performances. We need to replace and update all of them and have 2 volunteers who are already at work on this huge project. Our 600+ costumes are being mended and cleaned so they are ready to go for the 2016 performance.

We hold several fundraisers to cover the funds needed to just maintain the production as is, doing only minimal costume updates and scenery repairs. All costumes are purchased by Steps Dance School and furnished for the dancers. These fundraisers include a bi-annual Sugar Plum Fairy Tea, program ads and business sponsorships. This year, we plan to update the Waltz of the Flowers costumes to better coordinate with the Rose Queen costume.

This year, we are hoping to use the \$4000 grant so we can add to and replace the items mentioned above. We have been so blessed with community support and want to provide them with a production they can enjoy even more by being enhanced with this one-time project funded with grant money.

The City of Garden City Arts Grant we received in 2014 allowed us to add 20 new costumes to the party scene. In the past we had the students wear Sunday dresses. By being able to add these costumes it cleaned the look of the party scene up and helped it flow better with the rest of the production. We had several comments from attendees on the addition of the costumes. Students before weren't super excited to be cast as a party scene child because there wasn't a special costume assigned to it. The new costumes really changed the feeling of being casted as a party scene child and helped to make the best party scene performance yet!!!!

I thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sabrina Montez', with a long, sweeping underline that extends to the right.

Sabrina Montez, Owner
Steps Dance School

City of Garden City Arts Grant Application to Request Funds

The String Academy of the Plains, INC
Contact: Priscilla Hallberg
620 275-4379 (home)
620 290-3168 (cell) priscilla@hallbergarts.com
1001 East Walnut Street Garden City, KS 67846

The String Academy of the Plains, a 501 (c) (3) organization, would like to request \$4200 for two concerts as part of the REC Center's Summer Concerts in the Bandshell at Stevens Park.

1. Sunday, June 5th, from 7:30 PM - 9:30 PM, a concert by the old-time, blue-grass, string and vocal band, Run Boy Run, winner of the best band contest at the Telluride Music Festival, and veterans of two appearances on Garrison Keiler's radio program, "A Prairie Home Companion." Run Boy Run has also appeared twice our own High Plains Public Radio Station with an hour's live music. on June 5th. This will be the third appearance by Run Boy Run at the bandshell. The band also played the Tumbleweed Festival in 2013.

2. Sunday June 12, from 7:30 PM - 9:30 PM, a concert by "See the Music, Hear the Art," local residents Priscilla Hallberg, violin and Linda Adams, piano. Priscilla and Linda are familiar to local audiences from their many appearances. This year they played eight recitals in area communities from Garden City and Dodge City, to Salina, Ulysses and Liberal. This will be the third performance at the bandshell by the two women. They have been presented on the Strings and Friends Concert Series four times and have performed with visiting artists in chamber music concerts twice.

The request is for \$4200 and the break-down of expenses and incomes is as follows:

Artists' Fees

Run Boy Run	\$1800
"See the Music, Hear the Art"	\$800
for 4 rooms for two nights lodging for Run Boy Run	\$800
for Sound Man, Mark Parr	\$300
for advertising both group	\$800
Total	\$4500

Other Organizations Supporting the String Academy Have Been:

Finnup Foundation	Western Kansas Community Foundation
Finney County CVB	Kansas Creative Arts Industries Commission
City of Garden City	Commerce Bank and Wind River Grain

Our goal for this project is to provide free quality summer music events for the people of Garden City, and to raise money for the String Academy. Garden City and surrounding communitites, to offer some professional training to those who would like to play in a band like Run Boy Run, To offer some encouragement to string students, and to raise money for the Scholarship Fund of the String Academy of the Plains.

PR about Run Boy Run and "See the Music, Hear the Art"

Sunday evening, June 5, 2016, at 7:30 PM, the old-time, blue-grass, string and vocal band, Run Boy Run will be heard. RBR is winner of the best band contest at the Telluride Music Festival, and veterans of two appearances on Garrison Keiler's radio program, "A Prairie Home Companion." Run Boy Run has also appeared twice our own High Plains Public Radio Station with an hour's live music. on June 5th. They have produced and recorded two full-length CD's and will be bringing them and other material to their concert. This will be the third appearance by Run Boy Run at the bandshell. The band also played the Tumbleweed Festival in 2013. There have been several national tours and many guest appearances in places of note.



Tumbleweed

FESTIVAL
Garden City's Music & Arts Festival

Thank you for the opportunity to be considered for the City of Garden City Arts Grant.

The Tumbleweed Festival is a family-oriented event that celebrates the arts as well as the community. Since its inception 25 years ago, the Festival has grown to be a sampler-style event filled with impressive regional, national, and international musical performances from various musical genres as well as fun and engaging children's activities and acts. Supported by enduring community partnerships with businesses, individuals and volunteers, the Festival is a remarkable display of the local civic pride.

A popular part of the Festival is the Children's Area which includes the Arts and Crafts Tent and the Performing Stage as well as other activities. The Arts and Crafts Tent provides 6-8 children's art projects intended to promote their creativity. Children are encouraged to try as many of the projects as they wish. Each project is planned to accommodate approximately 1,000 uses.

In 2013, we started to expand the overall Arts and Crafts Program by adding a few artists wishing to display their art. For the 2016, we would like to continue to expand the Arts and Crafts Program by adding additional artists and/or art demonstrations to further develop, educate, and encourage artistic endeavors.

Many area individuals and businesses contribute significant financial and material resources to the overall Festival. The Finnup Foundation is a major contributor to the Children's Area through funding of the Stage Performances. Each year a fund raising plan is implemented to contact new and established sponsors to help support all areas of the Festival. The plan is re-evaluated annually during our budgeting process to meet the needs of the upcoming Festival.

In 2015, the Festival was pleased to receive a \$3,000 Arts Grant from the City of Garden City. This was used to fund the costs of the Children's Arts and Craft Program including the Arts Tent, Facepainting Tent and Balloon Artist.

This year, the Tumbleweed Festival is again requesting a \$3,000 Arts Grant from the City of Garden City to fund the costs of the 2016 Children's Arts & Crafts Tent, Facepainting Tent and Balloon Artists.

Your consideration of our request is greatly appreciated. If additional information is needed please contact me at 620-290-1011 or at katfriesen@gmail.com.

Sincerely,



Kathy Friesen
Tumbleweed Festival Board of Directors
PO Box 269
Garden City, KS 67846



YMCA of Southwest Kansas

Garden City Family YMCA
1224 Center Street, Garden City KS 67846
Phone: 620.275.1199
Fax: 620.275.1053
E-mail: gckymca.ceo@gmail.com
Website: www.gardencityymca.org

Dodge City Family YMCA
240 San Jose, Dodge City KS 67801
Phone: 620.225.8157
Fax: 620.225.8184
E-mail: dckymca.executive@gmail.com
Website: www.dodgecityymca.org

Dear Ashley Freeburg,

Thank you for this great opportunity to partner with the City of Garden City! On behalf of the Garden City Family YMCA, we would love the consideration for your City Arts grant. Being a non-profit organization we rely heavily on contributions, grants and sponsorships to operate.

Under the direction of Mark Pamplin, we are starting a Theater department. The program is designed to provide adults with opportunities to perform, develop performance and production skills, and provide quality entertainment for the whole family. A full season of four family-friendly productions (plus a Christmas production) is kicking off March 11 with the hilarious comedy *See How They Run*. The YMCA is requesting \$5,800 for the following:

Lights & sound equipment	\$2,300.00*
Royalties	\$1,000.00 (obtaining publisher rights to perform play)
Advertising	\$1,200.00
Lumber for stage & sets	\$ 500.00
Props & costumes	\$ 300.00
Theater Rental	\$ 500.00

*This lights and sound will be a one-time expense. We are working with Bill Knight on equipment rental.

The project is ongoing and will be funded in the future through sponsorships and ticket sales. We are hoping to sell season tickets for the theater package. We have confirmed the use of Clifford Hope Auditorium for all the shows. We believe this will be a huge asset to the community. If successful, we will venture into family and children shows, performance arts classes for children and adults and a summer camp. Please help us with this great opportunity to make Garden City known for quality, theatrical productions. I believe Mark will get this done and Garden City will be blessed and fortunate to have his talents and experience behind us.

If you have any questions or concerns, feel free to contact me @ 620.275.1199 or send me an email at gckymca.ceo@gmail.com. Thank you for your time!

Sincerely,


Chad Knight
CEO

FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

MISSION STATEMENT

*To put Christian principles into practice through programs
that build healthy spirit, mind and body for all.*





MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Mike Muirhead, Public Utilities Director
DATE: March 15, 2016
RE: KMEA 2016 Board of Directors Appointees

ISSUE:

KMEA (Kansas Municipal Energy Agency) has requested appointment of representatives from the City of Garden City to serve on their Board of Directors and to execute Certificates in accordance with the Agency's Bylaws.

BACKGROUND:

At the September 16, 2011 Commission meeting, the Governing Body executed an Ordinance authorizing the City of Garden City Public Utilities Department to become members of KMEA.

KMEA exists for cities with electric utilities to share in planning, studying and developing power supply and transmission programs, and the City of Garden City must appoint three individuals to serve on the Board of Directors for a 2 year term.

Michael Muirhead, Public Utilities Director for the City of Garden City, will serve as Director #1, Cliff Sonnenberg, Superintendent for the City of Garden City Electric Division, will serve as Director #2 and Kent Pottorf, Electric Foreman for the City of Garden City Electric Division, will serve as Alternate.

ALTERNATIVE:

- Accept staff's recommendation for the appointees to the KMEA Board of Directors for the term designated in the attached Certificates, or
- Reject the staff's recommendation of appointees and recommend other individuals for consideration to serve on the KMEA Board of Directors.

RECOMMENDATION:

Staff recommends granting approval of the appointees as outlined herein to the KMEA Board of Directors and authorizing the City Clerk to execute the Certificates attached herein.

FISCAL NOTE:

There are no additional costs associated with appointment to the KMEA Board of Directors.

ATTACHMENTS:

Description	Upload Date	Type
Info Sheet Board Member	3/1/2016	Cover Memo
KMEA Bylaws	3/1/2016	Cover Memo
Director #1-Standard Term 2016	3/3/2016	Cover Memo

Director #2-Standard Term 2016
Alternate Form 2016

3/3/2016
3/3/2016

Cover Memo
Cover Memo



___ Director # 1
___ Director # 2
___ Alternate

INFORMATION SHEET

KANSAS MUNICIPAL ENERGY AGENCY BOARD OF DIRECTORS

Please fill out the information below for our records. The information will only be used as an internal document for communicating information to KMEA's Board of Directors.

Please provide the address that KMEA should use for Board mailings or other correspondence.

Director's Name: _____

Title: _____

Address: _____

City: _____ State: _____ Zip Code: _____

(Indicate if Home Address ___ Yes ___ No)

Daytime Phone Number: _____

Fax: _____

Cell: _____

Email Address: _____

Please return the information sheet to: Katia Mitchell
KMEA
6300 West 95th Street
Overland Park, Kansas 66212
Email: mitchell@kmea.com
Phone: (913) 677-0240
Fax: (913)677-0804

Please Print or Type

BYLAWS
OF
KANSAS MUNICIPAL ENERGY AGENCY

ARTICLE I

**AGENCY NAME, PRINCIPAL PLACE OF BUSINESS
AND TERM OF EXISTENCE**

Section 1.1. Agency Name. The official name of the agency shall be "Kansas Municipal Energy Agency."

Section 1.2. Definitions. As used in these Bylaws, the following definitions shall be applicable:

"**Act**" shall mean K.S.A. 12-885 to 12-8,111, inclusive, as amended.

"**Agency**" shall mean the Kansas Municipal Energy Agency.

"**Agreement**" shall mean the Second Amended and Restated Agreement Creating A Municipal Energy Agency dated May 17, 2000, and amendments thereto.

"**Board of Directors**" or "**Board**" shall mean the board of directors of the Agency authorized in accordance with *Article VII* of the Agreement.

"**Bylaws**" shall mean these bylaws duly adopted by the Board of Directors pursuant to *Section 7.4* of the Agreement and the provisions hereof, as amended from time to time.

"**Cities**" or "**City**" shall mean a city organized and existing under the laws of Kansas and authorized by such laws to engage in the local distribution and sale of electrical energy; provided that when a municipal electric generating system in any City is owned or operated by a board of public utilities, the board of public utilities shall act for and on behalf of such City; or city shall have the meaning as defined in the Act.

"**Director**" shall mean the representative to the Board of Directors selected by each Member in accordance with *Article V* of these Bylaws.

"**General Manager**" shall mean the general manager of the Agency authorized pursuant to *Article VI* hereof.

"**Members**" shall mean those Cities set forth in *Exhibit A* to the Agreement as may be modified by members who withdraw or Cities who are added in accordance with *Article VII* thereof.

ARTICLE II

SEAL

Section 2.1. Inscription of Seal. The seal of the Agency shall be circular in form and around the outside shall be the words, "Kansas Municipal Energy Agency", and in the center shall be the words "Agency Seal." An impression of the Agency seal shall be impressed on this page in the space provided below. The seal shall be applied to official documents of the Agency by the Agency's Secretary-Treasurer, or authorized assistant, as evidence of their due execution and attestation.

(AGENCY SEAL)

ARTICLE III

REGISTERED OFFICE AND RESIDENT AGENT

Section 3.1. Registered Office. The Agency shall maintain a registered office in the State which shall meet the requirements of the Act or other applicable laws of the State. The Registered Office of the Agency shall be the principal office of the Agency or such other location as is designated by the Board of Directors. The Agency will provide notice of any change in location of the Registered Office to the Office of the Secretary of State of the State of Kansas and the Kansas Corporation Commission in accordance with the Act.

Section 3.2. Resident Agent. The Agency shall have and continuously maintain in the State a resident agent upon whom service of process may be had as required under the Act and any other applicable provisions or laws of the State. The Board shall have the authority to appoint or change, from time to time, such resident agent. The resident agent of the Agency shall be the General Manager or such other person appointed by the Board of Directors. The Agency will provide notice of any change of the Registered Agent to the Office of the Secretary of State of the State of Kansas and the Kansas Corporation Commission in accordance with the Act.

ARTICLE IV

CORPORATE POWERS

Section 4.1. Except as may be specifically reserved to the Members in the Agreement or under the Act, all corporate powers of the Agency shall be vested in the Board of Directors.

ARTICLE V

BOARD OF DIRECTORS

Section 5.1. Selection of Directors. The property and business of the Agency shall be managed by the Board of Directors of the Agency. The Board of Directors shall consist of two (2) Directors for each Member, provided that there shall be not less than seven (7) Directors. The Directors shall be selected by the governing bodies of the Members. In the event that the number of Members is less than seven (7), each Member shall be represented by the number of Directors which would constitute a Board of Directors of not less than seven (7) Members, provided that each Member shall select the same number of Directors. Each Member must designate the two (2) Directors as "Director-1" and "Director-2".

The term of each Director shall be for a period of two (2) years except that the initial term of a number equal to one half of the Directors, comprised of those individuals designated as Director-2, shall be selected to a term of one (1) year. Any Director selected by a Member may be removed at any time by the Member selecting the Director. Each Director so selected shall reside within the territory served by the electric utility of the selecting Member and meet all other requirements of the Act and the Agreement. Any such selection (other than a replacement selection) shall occur prior to the annual meeting of the Agency. Written evidence of selection shall be forwarded by the City Clerk or other authorized official of the Member to the Agency in writing prior to the annual meeting. Each Director shall continue in office until a successor is selected in accordance with this *Article V*.

Section 5.2. Voting Powers. Each Member shall be entitled to one Director vote on the Board of Directors which shall be equal to the vote of every other Member. Such vote shall be cast on behalf of the Member by Director-1 of such Member, if present; if such Director-1 is not present then by Director-2. Other than actions required in *Article XII* hereof, all actions of the Board of Directors shall be made upon affirmative vote of a majority of the Directors entitled to vote and voting on such action.

Section 5.3. Compensation. Except as may be specifically authorized by the Board of Directors, no Director shall receive payment from the Agency for any time spent in attending meetings of the Board of Directors or otherwise conducting business of the Agency. To the extent that funds are available, the Board of Directors, the Executive Committee, or the General Manager may authorize payment of expenses for travel in connection with the business of the Agency for other than meetings of the Board of Directors pursuant to the Act.

Section 5.4. Vacancies. In the event of a vacancy on the Board of Directors the appropriate Member shall select an individual to fill such vacancy for the remainder of the term in accordance with the same procedure as is set forth for the selection of the initial Director. Written evidence of selection shall be provided to the Agency before voting privileges will take effect.

Section 5.5. Removal or Resignation. A Director may be removed only by the governing body of the Member selecting such Director. Any Director may resign by providing notice to the governing body of the Member the Director represents. The governing body shall certify to the Agency such removal or resignation of a Director.

Section 5.6. Successor Director. Upon removal or resignation of a Director, a successor Director will be selected by the governing body in the same manner as the original Director was selected, and the successor Director will be certified by the governing body to the Agency in the same manner as the original Director was certified. The successor Director shall serve for the remainder of the unexpired term of the original Director, subject to the rights of the governing body and such successor Director under *Section 5.5* of these Bylaws.

Section 5.7. Alternates. Each Member shall designate an Alternate or Alternates for the Director in the same manner as the Directors are designated. In the event any Director is unable to attend a meeting, any duly appointed Alternate may substitute at the meeting of the Board of Directors for such Director. The Member shall provide the Agency with written notification of the selection of such Alternate or Alternates. In the event neither Director designated by the Member is present, the Alternate may vote on behalf of such Member unless the governing body of the Member has specifically prohibited the Alternate from voting on the Member's behalf. If more than one Alternate is designated by the Member, the governing body shall specify in its designation the order in which the Alternates shall have voting rights on behalf of the Member.

ARTICLE VI

GENERAL MANAGER

Section 6.1. The Board of Directors shall select and appoint a General Manager for the Agency, who shall have charge of the business of the Agency under the general control, supervision and direction of the Board of Directors. No person shall concurrently be a Director and General Manager. Subject to the supervision of the Board of Directors and the Executive Committee, the General Manager shall: (a) employ, supervise, and dismiss all agents and employees of the Agency and fix their compensation; (b) conduct the day-to day business affairs of the Agency, including without limitation, entering into agreements relating to or implementing programs or special projects which have been approved by the Board of Directors or the Executive Committee; (c) maintain records and accounts in such a manner that the true and correct condition of the business may be ascertained therefrom at anytime; (d) furnish the Board of Directors a current statement of the business and affairs of the Agency at each scheduled meeting of the Board of Directors and at the end of each fiscal year and at such other times as the Board of Directors may direct; (e) carefully preserve and turn over to any successor all books, records, documents, and

correspondence pertaining to the business of the Agency which may come into the General Manager's possession; and (f) perform such other duties as may be prescribed by the Board of Directors or the Executive Committee.

The General Manager shall give the Board of Directors a good and sufficient surety company bond or the Board shall obtain an insurance policy in a sum to be set and approved by the Board of Directors or Executive Committee conditioned upon the satisfactory performance of the General Manager's duties. The Board of Directors may also require that any other employees hired by the General Manager or the Board of Directors be bonded or insured in such amount as the Board of Directors shall determine. The costs of any such bonds or insurance shall be paid out of the funds of the Agency.

ARTICLE VII

MEETINGS OF BOARD OF DIRECTORS

Section 7.1. Place of Meeting. The place of meetings of the Board of Directors shall be determined by the President or the Board of Directors from time to time.

Section 7.2. Annual Meetings. The Board of Directors shall have an annual meeting each year at a time and place to be specified by the Board of Directors or specified by the President if the Board of Directors fails to so specify prior to November of the year in which the meeting is to be held. In the event a quorum of the Board of Directors is not available at such time and place, the annual meeting of the Board of Directors may be adjourned by the President or other appropriate officer to another time and place without the necessity of a quorum concurring such adjournment.

Section 7.3. Regular Meetings. Regular meetings of the Board of Directors shall be scheduled as determined by the President or the Board of Directors.

Section 7.4. Special Meetings. Special meetings of the Board of Directors may be called in writing by the President or a majority of the Directors to the Board of Directors entitled to vote.

Section 7.5. Notice of Special Meetings. The President or the majority of the Directors entitled to vote calling a special meeting shall cause written notice of such meeting to be delivered to each and every Director not less than seven (7) days prior to the date of such special meeting, which notice shall specify the time and place of such special meeting and the purpose and proposed action, in general terms, to be considered at such special meeting. For purposes of this **Section 7.5**, such notice shall be considered as delivered upon (a) deposit of such notice in the United States mail, properly addressed, postage prepaid, or (b) communication via fax, with electronic or telephonic confirmation of receipt, or (c) communication via e-mail or other computer-generated communications device, with appropriate confirmation of receipt via computer or telephone or other method of communication.

Section 7.6. Waiver and Consent. Any or all Directors may in writing waive notice of any meeting of the Board of Directors and consent to the conducting of business at any such meeting without notice or specification of the purpose of such meeting.

Section 7.7. Business at Regular Meetings and at a Special or Adjourned Meeting. Any business of the Agency may be conducted at a regular meeting of the Board of Directors. All business to be conducted at a special or adjourned meeting of the Board of Directors shall be specified in the notice of special meeting or motion to adjourn and no action shall be taken at such special or adjourned meeting unless so specified or unless waivers are obtained in accordance with *Section 7.6* of these Bylaws.

Section 7.8. Agenda. Whenever feasible to do so, proposed agendas for meetings of the Board of Directors shall be prepared at the direction of the President, and shall be available to the public upon request, and shall be distributed to each Director and Alternate and any other official of each Member so designated to receive such agenda by the governing body of the Member, along with notices of meetings.

Section 7.9. Order of Business. The order of business at all meetings of the Board of Directors shall be as determined by the President or the Board of Directors.

Section 7.10. Quorum. A quorum of the Board of Directors for the purpose of conducting its business shall be the Directors (or Alternates) entitled to vote representing a majority of the Members; but less than a quorum may adjourn a meeting.

Section 7.11. Conduct of Meetings. All meetings, whether regular, special or adjourned, including those held pursuant to waiver and consent, may be conducted via (a) conference telephone, (b) video conferencing or (c) other similar communications device deemed acceptable by unanimous consent of all persons attending such meeting. Persons attending such meetings via telephone, video or other similar communications device shall be counted as attending such meetings for purposes of quorums and may participate and vote at such meetings as if personally present.

ARTICLE VIII

EXECUTIVE COMMITTEE

Section 8.1. Executive Committee. In the event the Board of Directors consists of more than nine (9) Directors, there shall be established a committee of the Board of Directors which shall be known as the Executive Committee.

Section 8.2. Election and Qualifications. The Executive Committee shall consist of nine (9) members, which shall include the officers of the Board of Directors (President, Vice-President and Secretary-Treasurer) and six (6) at-large members, which shall be Directors. In the event the Secretary-Treasurer is not a Director, there shall be seven (7) at-large members, which shall be Directors.

Section 8.3. Terms. The terms of the officers shall be co-terminus with their positions as officers of the Board of Directors; provided that in the event the Secretary-Treasurer is not a Director, the one (1) at-large member elected in place of the Secretary-Treasurer shall serve a term of one (1) year. The term of six (6) at-large members shall be for two (2) years; provided that the initial term of three of the at-large members shall be for a period of one (1) year. The at-large members shall be elected at the annual meeting of the Board of Directors. Commencing with the election of members to the Executive Committee in May 2005, no Director shall serve on the Executive Committee as an officer or an at-large member more than eight (8) consecutive years.

Section 8.4. Resignation, Removal and Replacement. In the event that a vacancy occurs on the Executive Committee by reason of death, incapacity, resignation, removal or replacement of the member as a Director, (a) if an officer, the succeeding officer on the Board of Directors shall replace such officer on the Executive Committee or (b) if an at-large member, the President shall appoint a replacement at-large member for the balance of the member's term, with the approval of a majority of the members of the Executive Committee.

Section 8.5. Replacement of Secretary-Treasurer. In the event the Secretary-Treasurer who is elected to replace a Secretary-Treasurer is not a Director, the President shall appoint, with the approval of a majority of the members of the Executive Committee, an at-large member to serve on the Executive Committee.

Section 8.6. Powers and Duties. The Executive Committee shall act in the place of the Board of Directors on a day-to-day basis and shall exercise those powers and have the authority to carry on the business of the Board of Directors and the Agency unless specifically restricted by the Act, the Agreement, these Bylaws or action of the Board of Directors. Specifically, the Executive Committee shall have the following powers and duties:

(a) To conduct, manage, and control the affairs and business of the Agency and to make the rules and regulations as the Executive Committee deems necessary and which are not inconsistent with any adopted Board policy, the Bylaws or the Agreement.

(b) To approve a preliminary annual budget for submission to the Board of Directors for adoption. The Executive Committee shall have the responsibility to oversee the administration of the adopted budget and shall have authority to make changes and amend the budget as circumstances require.

(c) Except as provided in *Section 8.7*, to approve contracts, agreements, and leases required to be negotiated and executed to assure the continued general administration of the Agency.

(d) To approve Agency policies regarding: (1) financial planning; (2) personnel management, employee benefits, compensation, and classification plans; (3) deferred compensation,

qualified money purchase and/or retirement plans; (4) policy manuals and similar materials; and (5) all other things not hereinafter expressly prohibited to carry on the business of the Agency in connection with and through the General Manager of the Agency.

Section 8.7. Executive Committee Prohibitions. The Executive Committee is specifically prohibited from and shall **not** have the power to: (1) adopt the annual budget; (2) approve contracts or agreements of the Agency that provide for the development of projects or facilities requiring the issuance of Agency bond anticipation notes or Agency revenue bonds, or (3) approve interest rates and official financing documents of any financings.

Section 8.8. Resolution Not to Affect Powers of Board of Directors. The powers, authority, and responsibility hereby delegated by the Board of Directors to the Executive Committee is not intended to diminish, and shall not be construed as diminishing, the powers of the Board of Directors to act on any and all matters so delegated to the Executive Committee.

ARTICLE IX

OFFICERS

Section 9.1. Election and Qualifications. All officers of the Agency shall be elected from among the Directors by the Board of Directors at the annual meeting of the Board of Directors by majority vote of the Directors entitled to vote; provided, however, the Secretary-Treasurer does not have to be a Director. Such officers shall also be considered as such officers of the Board of Directors.

Section 9.2. Terms and Compensation. The term of all officers of the Agency shall be for one (1) year. Commencing with the election of officers in May 2005, no officer shall serve more than eight (8) consecutive terms as an officer of the Agency. The officers shall receive no compensation from the Agency for their services except as authorized by specific vote of a majority of the Directors entitled to vote without the participation of the officer involved.

Section 9.3. Resignation and Removal. All officers of the Agency may resign as officers or may be removed without cause by majority vote of the Directors entitled to vote.

Section 9.4. Succession of Officers. In the event that the position of President is vacant, the Vice-President shall succeed to the position of President. In the event that the positions of President and Vice-President are both vacant, the Secretary-Treasurer, if a Director, shall succeed to the position of President. In the event the positions of President, Vice-President and Secretary-Treasurer are vacant or the Secretary-Treasurer is not a Director, the remaining members of the Executive Committee shall elect a President from among their membership. In the event that there is a vacancy in the position of Vice-President and/or Secretary-Treasurer such positions shall be filled by election of the remaining members of the Executive Committee.

Section 9.5. President. The powers and duties of the President shall be:

- (1) To preside at all meetings of the Board of Directors, the Executive Committee and all meetings of the Members.
- (2) To call meetings of the Members and all meetings of the Board of Directors and Executive Committee, to be held at such times and places as provided by these Bylaws.
- (3) To affix the signature of the agency to all deeds, conveyances, mortgages, leases, obligations, bonds, certificates and other papers and instruments in writing that may require the same; and to supervise and control, subject to the direction of the Board of Directors, all officers, agents and employees of the agency.
- (4) To serve as Chairman of the Executive Committee of the Board of Directors, if any.
- (5) To establish such committees as deemed necessary by the President, with the advice of the Executive Committee, and to appoint persons to serve on such committees. Prior to the annual election of officers and at-large members to the Executive Committee, the President shall establish a nominating committee with representation, if feasible, from each service territory in which Members are located. The Nominating Committee shall consider the following factors in nominating candidates to serve as officers and at-large members on the Executive Committee: (i) representation from each service territory in which Members are located is desirable; (ii) representation from each project of the Agency is desirable; and (iii) fair and equal representation from all sizes of communities (based on number of meters) is desirable.

Section 9.6. Vice President. In the case of the absence, disability, or death of the President, the Vice-President shall take his or her place and perform his or her duties. The Vice-President of the Agency shall have such other powers and perform such other duties as may be granted or prescribed by the Board of Directors.

Section 9.7. Secretary-Treasurer. The powers and duties of the Secretary-Treasurer shall be:

- (1) To keep full and complete records of the proceedings of the Board of Directors, the Executive Committee and of the meetings of the Members.
- (2) To keep the seal of the Agency and to affix the same to all instruments which may so require.
- (3) To make service and publication of all notices that may be necessary or proper, and without command or direction from the Board of Directors. In

case of absence, inability, refusal or neglect of the Secretary-Treasurer to make service or publication of any notice, then such notice may be served or published by the President or Vice-President, or by any person thereunto authorized by either of them, by the Board of Directors, the Executive Committee or by a majority of the Members.

- (4) Receive all monies belonging to or paid to the Agency and give receipts therefor.
- (5) Deposit such monies, as he or she shall be directed by the Board of Directors or the Executive Committee, with one (1) or more financial institutions qualified to receive municipal deposits as provided by law to be designated by the Board of Directors or the Executive Committee.
- (6) Shall supervise and control the maintenance of full and complete records of the funds received and the disbursements thereof.
- (7) To cause all official reports of the Agency to be filed with the proper officials.
- (8) Render to the Members and the Board of Directors, the Executive Committee, at any meeting thereof, or from time to time whenever the Board of Directors, the Executive Committee, or the President may require, an account of all the financial transactions and the financial condition of the Agency.
- (9) Exhibit or cause to be exhibited the books of the Agency to the Board of Directors, the Executive Committee or to any committee appointed by the Board of Directors, the Executive Committee or to any Director on application during business hours, or to any other person entitled to inspect such books pursuant to pertinent provisions of the law.
- (10) Generally to do and perform all such duties as pertain to this office and as may be required by the Board of Directors or the Executive Committee.
- (11) All disbursements made by the Secretary-Treasurer shall be subject to control of the Executive Committee or Board of Directors.
- (12) All duties assigned to the Secretary-Treasurer may, with the consent of the Executive Committee, be delegated to the General Manager or other employees or agents of the Agency.

Section 9.8. Surety Bond or Insurance. The President and Secretary-Treasurer shall give the Board of Directors a good and sufficient surety company bond or the Board shall obtain an insurance policy in a sum to be set and approved by the Board of Directors or Executive Committee conditioned upon the satisfactory performance of the President and Secretary-Treasurer's duties. The Board of Directors may also require that any other officers be bonded or insured in such

amount as the Board of Directors shall determine. The costs of any such bonds or insurance shall be paid out of the funds of the Agency.

ARTICLE X

MEETINGS OF MEMBERS

Section 10.1. Place of Meetings. The place of meetings of Members of the agency shall be as determined by the President or the Board of Directors.

Section 10.2. Meetings. The President or the Directors entitled to vote from a majority of the Members may call meetings of the Members for the purpose of discussing business of the Agency.

Section 10.3. Notice of Meetings. The President or Directors calling any meeting of the Members shall cause written notice of such meeting to be delivered to each and every Member not less than seven (7) days prior to the date of such meeting, which notice shall specify the time and place of such meeting and the purpose and proposed action, in general terms, to be considered at such meeting. For purposes of this *Section 10.3*, such notice shall be considered as delivered upon (a) deposit of such notice in the United States mail, properly addressed, postage prepaid, or (b) communication via fax, with electronic or telephonic confirmation of receipt, or (c) communication via e-mail or other computer-generated communications device, with appropriate confirmation of receipt via computer or telephone or other method of communication.

Section 10.4. Order of Business and Powers of Member. The order of business at any meeting of the Members shall be as determined by the President or by a majority of the Members. All annual and special meetings of the Members shall be for the purpose of discussion and advice only and Members, apart from the Board of Directors, shall not have the power to take any action affecting the business of the Agency except dissolution of the Agency in accordance with *Article XIV* of these Bylaws, further except amendment of the Agreement pursuant to the Act, and further except any other powers given exclusively to the Members by the Agreement or by the Act.

Section 10.5. Adjournments. Meetings of the Members may be adjourned from time to time.

Section 10.6. Conduct of Meetings. All meetings, whether regular, special or adjourned, including those held pursuant to waiver and consent, may be conducted via (a) conference telephone, (b) video conferencing or (c) other similar communications device deemed acceptable by unanimous consent of all persons attending such meeting. Persons attending such meetings via telephone, video or other similar communications device shall be counted as attending such meetings for purposes of quorums and may participate and vote at such meetings as if personally present.

ARTICLE XI

FINANCIAL MATTERS

Section 11.1. Budget Preparation and Approval. The President or General Manager shall provide a proposed annual budget for the Agency for the succeeding calendar year. If an Executive Committee exists, the Executive Committee shall review and approve the proposed annual budget prior to submission to the Board of Directors. The budget in final form shall be approved by the Board of Directors. Such budget shall include a proposed method of funding the budget; and if such budget provides for assessments against Members, it shall provide for the apportionment of assessments in specific amounts to be assessed against each Member.

Section 11.2. Assessments Against Members; Annual Dues. Proposed assessments to fund the Budget shall be submitted to Members prior to June 1 of the year preceeding the year that the assessment are payable. The Agency shall send statements for dues to each Member on or before March 31 of each year, and such dues shall be paid by the Member within the time period set forth in such statement.

Section 11.3. Refusal to Pay Assessment or Dues. If a Member refuses to pay the assessment as set out in *Section 11.2* of these Bylaws, such Member shall not be entitled to the benefit of any work, action or study of the Agency funded by such assessment against Members unless and until the Member which has not participated in the assessment and the cost of such work, action or study shall pay the amount of such assessment to the Agency for reimbursement to other Members on a proportionate basis as determined by the Board of Directors; and, in addition, any Director representing such Member shall be designated as inactive, shall not be entitled to serve as an officer of the Agency, shall not be entitled to vote, and shall not be counted in determining a quorum under these Bylaws. If a Member refuses to pay the annual dues as set out in *Section 11.2* of these Bylaws, such Member shall not be entitled to any benefits of a Member of the Agency and the Director representing such Member shall be designated as inactive, shall not be entitled to serve as an officer of the Agency, shall not be entitled to vote, and shall not be counted in determining a quorum under these Bylaws unless and until the Member pays the amount of such dues to the Agency.

Section 11.4. Power Purchase Contracts. Any power purchase contract or similar agreement between the Agency and the Members or other persons shall be an asset of the Agency and cannot be amended, canceled or otherwise altered except to the extent as such amendments, cancellations or alterations may be specifically allowed by the terms of the documents authorizing or securing the bonds or other indebtedness of the Agency. Other contracts secured to obtain financing shall be subject to the terms of the documents authorizing or securing the bonds or other indebtedness of the Agency.

Section 11.5. Transfer, Liens or Sale of Assets. Unless specifically prohibited in the documents authorizing or otherwise securing any bonds or other indebtedness, the Agency may transfer, encumber, or sell any of the assets of the Agency with a 2/3 affirmative vote of the Directors entitled to vote; provided, however, the General Manager may approve the transfer or sale of Agency assets having a value of \$1,000 or less; provided, further, that such approval by the

General Manager in any one calendar year shall not exceed the sale or transfer of Agency assets having a value greater than \$5,000.

ARTICLE XII

AMENDMENTS

Section 12.1. These Bylaws may be amended, modified, supplemented or repealed by an affirmative vote of two-thirds (2/3rds) of the Members which shall be evidenced by the vote of its Director entitled to vote.

ARTICLE XIII

INDEMNIFICATION

Section 13.1. Persons. The Agency may indemnify every person, his or her heirs, executors and administrators, against any and all judgments, fines, amounts paid in settlement and reasonable expenses, including attorneys' fees, incurred by him or her in connection with any claim, action, suit or proceedings (whether actual or threatened, brought by or in the right of the Agency or otherwise, civil, criminal, administrative or investigative, including appeals), to which he or she may be or is made a party by reason of his being or having been a Director, employee, agent or officer of the Agency, and shall do so to the extent required by the Kansas Tort Claims Act, K.S.A. 75-6101, *et seq.*, as amended.

Section 13.2. Unlawful Conduct. There shall be no indemnification (i) as to amounts paid in settlement or other disposition of any threatened or pending action by or in the right of the Agency, or (ii) as to matters in respect of which it shall be determined by judgment or otherwise that such Director, employee, agent or officer was not acting in good faith in the performance of his or her duties to the Agency and, in the case of any criminal action or proceeding, where he or she had reasonable cause to believe that his or her conduct was unlawful.

Section 13.3. Good Faith. Any such person shall be entitled to indemnification as a right (i) if he or she has been wholly successful, on the merits or otherwise, with respect to any claim, action, suit or proceeding or (ii) except as hereinabove provided, in respect of matters as to which a court or independent legal counsel, approved by the Agency, shall have determined that he or she acted in good faith for a purpose which he or she reasonably believed to be within the scope of employment in the best interests of the Agency; and in addition, in the case of any criminal action or proceeding, that he or she had reasonable cause to believe that his or her conduct was lawful. Such court or independent counsel shall have the power to determine that such Director, officer, employee or agent is entitled to indemnification as to some matters even though he or she is not so entitled as to others. The termination of any claim, action, suit or proceeding by judgment, settlement, conviction or upon a plea of *nolo contendere*, or its equivalent, shall not in itself create a presumption that any such Director, employee, agent or officer did not act in good faith for a purpose which he or she reasonably believed to be in the best interests of the Agency and, in the

case of any criminal action or proceeding, that he or she did not have cause to believe that his or her conduct was lawful.

Section 13.4. Amounts. Amounts paid in indemnification shall include, but shall not be limited to, counsel and other fees and disbursements and judgments, fines or penalties against, and amounts paid in settlement by, such Director, officer, employee or agent. The Agency may advance expenses undertaken to repay or to reimburse such expenses if it should be ultimately determined that he or she is not entitled to indemnification under this *Article XIII*.

Section 13.5. Time. The provisions of this *Article XIII* shall be applicable to claims, actions, suits or proceedings made or commenced after the adoption hereof, whether arising from acts or omissions to act occurring before or after the adoption hereof. The rights of indemnification provided in this *Article XIII* shall be exclusive of any rights to which any such Director, officer, agent or employee may otherwise be entitled by contract or as a matter of law.

ARTICLE XIV

TERMINATION AND DISSOLUTION

Section 14.1. Method of Termination and Dissolution. The Agency may be terminated and dissolved as provided in the Agreement. The Agency may not be dissolved at any time when any bonds or other indebtedness of the Agency remain outstanding unless cash provision has been made for the payment of such indebtedness, as provided in *Article IX* of the Agreement.

Section 14.2. Payment of Costs of Dissolution. Upon dissolution of the Agency, all costs and expenses of dissolution shall be paid first from assets of the Agency and then, if necessary, from assessment made to the Members.

ARTICLE XV

WRITTEN BALLOT VOTING

Section 15.1. Written Ballot. In order to further the business and projects of the Agency, the President may determine from time to time, a need exists for written ballot voting to conduct any specified business of the Agency. If so determined, the Secretary-Treasurer or General Manager shall forward such written ballot to the appropriate party. The written ballot shall contain the specified matter or question to be determined, and shall be sent via (a) deposit of such notice in the United States mail, properly addressed, postage prepaid, or (b) communication via fax, with electronic or telephonic confirmation of receipt, or (c) communication via e-mail or other computer-generated communications device, with appropriate confirmation of receipt via computer or telephone or other method of communication. The written ballots cast shall be returned in the manner set forth in the voting instructions that accompany the ballot.

Section 15.2. Passage. All matters considered by a written ballot vote shall be determined by a majority of those ballots that are received by the Agency prior to the time specified for the tabulation of the vote; provided, however, that the number of written ballots received by the Agency must equal at least a quorum of the Directors as defined in Section 7.10 of these Bylaws.

Section 15.3. Objections to Written Ballot. If a majority of those forwarded written ballots, prior to the time for receipt of completed written ballots, file a written objection to using the written ballot, such matter shall be considered instead at a regular or special meeting.

ARTICLE XVI

MISCELLANEOUS PROVISIONS

Section 16.1. Instruments in Writing. All contracts of the Agency shall be in writing, and must be approved as set forth in these Bylaws.

Section 16.2. Annual Report. The Board of Directors of the Agency shall cause an annual report to be prepared and made available in sufficient quantities for circulation among the Members, including the governing bodies thereof and interested citizens.

Section 16.3. Fiscal Year. The fiscal year of the Agency shall be the calendar year from January 1 to December 31.

CERTIFICATE OF SECRETARY-TREASURER

The above and foregoing is a true and correct copy of the Bylaws of the Kansas Municipal Energy Agency dated as of and adopted by its Board of Directors on November 2, 2005.

A handwritten signature in cursive script, reading "Tim Schook", is written over a horizontal line.

Secretary-Treasurer



CERTIFICATE

DIRECTOR # 1

KANSAS MUNICIPAL ENERGY AGENCY BOARD OF DIRECTORS

This Certificate duly documents the appointment of a ***Director #1*** to serve on the Board of Directors of the Kansas Municipal Energy Agency (KMEA) as provided for in Section 5.1 of the Agency's Bylaws.

I, the undersigned City Clerk of the City of _____, Kansas, a member of KMEA, do hereby certify that at a meeting of the City Governing Body duly held on the ____ day of _____, 2016;

Name: _____

Title (if applicable): _____

who resides within the territory served by the City's electric utility, was appointed to serve on the KMEA Board of Directors for a two (2) year term beginning on May 01, 2016 and expiring on April 30, 2018.

I further certify that the foregoing appointment is reflected in the official Minutes of the Governing Body of the City for the meeting on the date indicated above.

This certificate is given this _____ day of _____, 2016.

City Clerk

_____, Kansas



CERTIFICATE

DIRECTOR # 2

KANSAS MUNICIPAL ENERGY AGENCY BOARD OF DIRECTORS

This Certificate duly documents the appointment of a ***Director #2*** to serve on the Board of Directors of the Kansas Municipal Energy Agency (KMEA) as provided for in Section 5.1 of the Agency's Bylaws.

I, the undersigned City Clerk of the City of _____, Kansas, a member of KMEA, do hereby certify that at a meeting of the City Governing Body duly held on the ____ day of _____, 2016;

Name: _____

Title (if applicable): _____

who resides within the territory served by the City's electric utility, was appointed to serve on the KMEA Board of Directors for a two (2) year term beginning May 01, 2016 and expiring on April 30, 2018.

I further certify that the foregoing appointment is reflected in the official Minutes of the Governing Body of the City for the meeting on the date indicated above.

This certificate is given this ____ day of _____, 2016.

City Clerk

_____, Kansas



CERTIFICATE

ALTERNATE MEMBER

KANSAS MUNICIPAL ENERGY AGENCY BOARD OF DIRECTORS

This Certificate duly documents the appointment of an ***Alternate Member*** to serve on the Board of Directors of the Kansas Municipal Energy Agency (KMEA) as provided for in Section 5.7 of the Agency's Bylaws.

I, the undersigned City Clerk of the City of Garden City , Kansas, a member of KMEA, do hereby certify that at a meeting of the City Governing Body duly held on the 15th day of March , 2016;

Name: Kent Pottorf

Title (if applicable): Electrical SCADA Engineer

Who resides within the territory served by the City's electric utility, was appointed to serve as an Alternate Member of KMEA Board of Directors for a term beginning on May 01, 2016 and ending _____

(If appointed on a permanent basis, type "*PERMANENT*" in the ending blank above.)

Unless otherwise notified, this Director is the City's official designated to receive agendas and notices of meetings.

The above appointed Alternate Director is (X) is not (_____) (*please check one*) entitled to vote on behalf of the City.

I further certify that the foregoing appointment is reflected in the official Minutes of the Governing Body of the City for the meeting on the date indicated above.

This certificate is given this _____ day of _____, 2016.

City Clerk

_____, Kansas



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Kaleb Kentner, Neighborhood & Development Services Director
DATE: March 15, 2016
RE: Bid Update - Kansas Avenue Widening and Watermain Replacement Project

ISSUE:

The Governing Body is asked to give staff direction relating to the widening of Kansas Avenue between Main Street and Third Street and replacing the water main from Seventh Street to Third Street because no bids were received during the the March 8th bid letting.

BACKGROUND:

The City has participated in KDOT's geometric improvement (GI) program. The GI program is for an 85/15 split in costs (85% KDOT and 15% City). The City has received a maximum amount of \$850,000 from KDOT for the Kansas Avenue widening project. The 15% City portion is funded through bonds that have been authorized. The project is on Kansas Avenue between Main Street and Third Street. Bid letting was held for this project on March 8, 2016. No bids were received.

ALTERNATIVE:

1. Rebid the project for a later date and combine it with another Kansas Avenue project coming up this Spring.
2. Cancel the project

RECOMMENDATION:

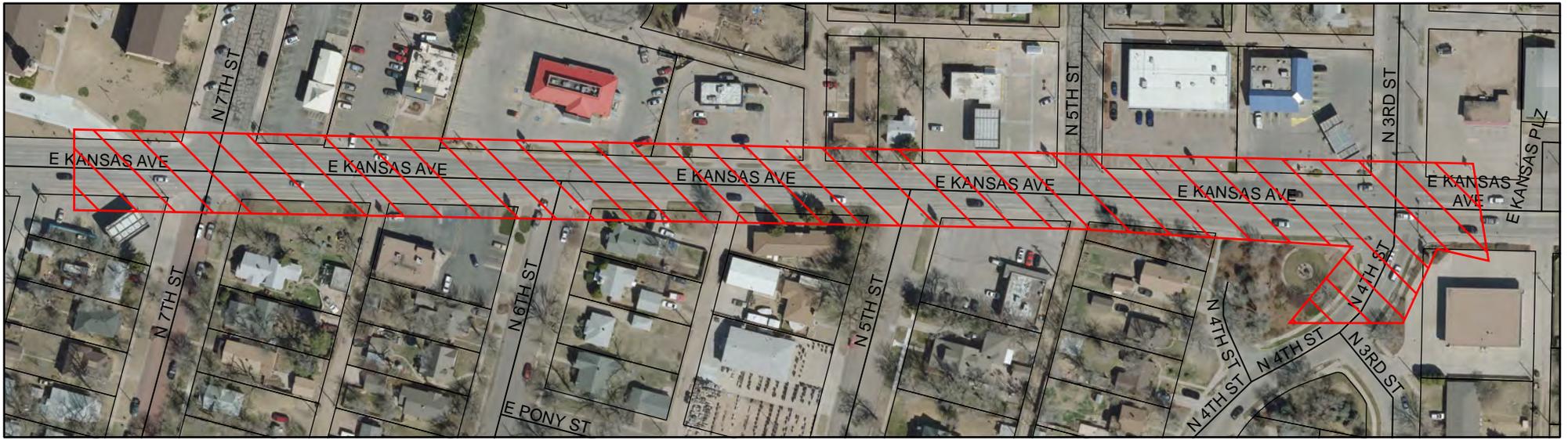
Staff recommends authorizing a rebid at a future date and combining this bid with another Kansas Avenue project this Spring.

FISCAL NOTE:

Funding for these projects are in the budget in the following line items; 042-91-000-6400.01 and 080-31-311-6040.05.

ATTACHMENTS:

Description	Upload Date	Type
Supporting Photo	3/11/2016	Cover Memo





MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Rachelle Powell, Director of Aviation
DATE: March 15, 2016
RE: Essential Air Service

ISSUE:

The Governing Body is asked to consider and approve formally recommending to the United States Department of Transportation (USDOT) that they accept the proposal from American Airlines to provide Essential Air Service at Garden City Regional Airport.

BACKGROUND:

The Department of Transportation released the Order Requesting Proposals for Essential Air Service at Garden City, Dodge City, Hays, and Liberal on January 27, 2016. The Order solicited proposals from air carriers interested in providing service to the communities for the two-year contract term, beginning August 1, 2016 – July 31, 2018. Proposals were due on February 29, 2016. The DOT has provided the submitted proposals to the communities. Please find a synopsis below:

	Airline	Aircraft	Service	Weekly Departures	Annual Subsidy
Garden City	American Airlines	50 seat - ERJ	DFW	14	\$968,313
Dodge City	ADI	50 seat - ERJ	DEN	12	\$4,475,963
	Boutique	9 seat – PC12	DEN	18	\$3,552,281
	Great Lakes	19 seat – Beech 1900	DEN	12	\$2,729,815
	Great Lakes	19 seat – Beech 1900	DEN	18	\$2,949,874
	PenAir	30 seat – Saab 340	DEN	12	\$5,766,712
	PenAir	30 seat – Saab 340	LBL/DEN	12	\$3,187,403
	ViaAir LLC	30 seat – EMB 120	DEN	18	\$5,846,787

	ViaAir LLC	30 seat – EMB 120	DEN	12	\$4,049,755
Hays	Great Lakes	30 seat – Brasilia	DEN	12	\$2,998,952
	SkyWest	50 seat – CRJ	DEN	12	\$3,482,353
	ViaAir LLC	30 seat – EMB 120	DEN	12	\$2,816,810
Liberal	ADI	50 seat – ERJ	DEN	12	\$4,517,747
	Boutique	9 seat – PC12	DEN	12	\$4,278,805
	Boutique	9 seat – PC12	DFW	18	\$4,377,873
	Great Lakes	19 seat – Beech 1900	DEN	12	\$2,652,135
	Great Lakes	19 seat – Beech 1900	DEN	18	\$2,879,687
	PenAir	30 seat – Saab 340	DEN	12	\$5,795,311
	PenAir	30 seat – Saab 340	DDC/DEN	12	\$3,131,503
	ViaAir LLC	30 seat – EMB 120	DEN	18	\$4,712,272
	ViaAir LLC	30 seat – EMB 120	DEN	12	\$3,306,409

American Airlines, a wholly owned subsidiary of American Airlines Group, submitted the sole proposal for Garden City service. The proposal may be found in the accompanying information. American's proposal is in the amount of \$968,313 per year, which is a dramatic decrease from the previous bid cycle subsidy of \$1,445,172. A summary of the historic awarded subsidy amounts are below:

Historic Western Kansas Annual Subsidies

	2009-2010	2011-2012	2013-2014
Garden City	\$1,884,303 Great Lakes	\$2,919,2016 American Airlines	\$1,445,175 American Airlines
Dodge City	\$1,842,749 Great Lakes	\$1,688,598 Great Lakes	\$2,339,131 Great Lakes
Hays	\$1,954,327 Great Lakes	\$2,416,066 Great Lakes	\$2,253,132 SkyWest
Liberal	\$1,958,570 Great Lakes	\$2,555,150 Great Lakes	\$2,236,180 Great Lakes

American Airlines seeks to continue service from American's largest hub, Dallas/Fort Worth

International Airport (DFW), to Garden City Regional Airport (GCK), with two daily roundtrips. The service would be operated by American Airlines regional brand, American Eagle using either a 44-seat or a 50-seat jet aircraft.

American requested the DOT and Garden City allow them the flexibility in substituting regional jets, either the EMB-140, EMB145, or CRJ200 aircraft when need for the same rates. The aircraft type will be decided based on market demand and aircraft availability.

American also request Garden City waive the right to hold-in American Airlines service upon issuance of 120-days-notice to terminate service. Although the airline does not foresee this to be an issue and plans to continue to develop the Garden City market, the airline cannot be operationally constrained and kept in a market indefinitely, without ability to adapt to changing circumstances. This waiver is a formality the airline includes in proposals.

ALTERNATIVE:

1. The Governing Body is asked to consider and approve formally recommending to the United States Department of Transportation (USDOT) that they accept the proposal from American Airlines to provide Essential Air Service at Garden City Regional Airport.
 - o Governing Body approval of American Airline’s requested flexibility substituting regional jets, either the EMB-140, EMB145, or CRJ200 aircraft.
 - o Governing Body approval of American Airline’s request of Garden City to waive the right to hold-in American Airlines service upon issuance of 120-days-notice to terminate service.
2. Governing Body recommendation to the Department of Transportation to rebid the Essential Air Service at Garden City Regional Airport.

RECOMMENDATION:

Staff recommends the Governing Body is asked to consider and approve formally recommending to the United States Department of Transportation (USDOT) that they accept the proposal from American Airlines to provide Essential Air Service at Garden City Regional Airport.

- Governing Body approval of American Airline’s requested flexibility substituting regional jets, either the EMB-140, EMB145, or CRJ200 aircraft.
- Governing Body approval of American Airline’s request of Garden City to waive the right to hold-in American Airlines service upon issuance of 120-days-notice to terminate service.

FISCAL NOTE:

The funding for Essential Air Service is provided through the USDOT and doesn’t impact the Airport’s budget.

ATTACHMENTS:

Description	Upload Date	Type
American Airline Proposal	3/8/2016	Cover Memo

**BEFORE THE
DEPARTMENT OF TRANSPORTATION
WASHINGTON, DC**

Essential Air Service at
GARDEN CITY, KANSAS

DOT-OST-1998-3503

Under 49 U.S.C §41731 et seq.

**AMERICAN AIRLINES PROPOSAL TO PROVIDE ESSENTIAL AIR SERVICE AT
GARDEN CITY, KANSAS**

American Airlines, a wholly owned subsidiary of American Airlines Group, respectfully submits its proposal to continue subsidized Essential Air Service to Garden City, Kansas. American Airlines seeks to continue service from American's largest hub, Dallas/Fort Worth International Airport ("DFW"), to the Garden City Regional Airport ("GCK"), with two daily roundtrips. The service would be operated by the American Airlines regional brand, American Eagle using either a 44 or a 50 seat jet aircraft. Aircraft type will be decided based on market demand and aircraft availability.

American Airlines regional feed is operated under the American Eagle brand. Flying for American Eagle is conducted by Air Wisconsin, Compass Airlines, Envoy Air, ExpressJet Airlines, Mesa Airlines, Piedmont, PSA, Republic Airlines, SkyWest Airlines, and Trans State Airlines. American Airlines customers currently have access to more than 350 cities, 50 countries and more than 6,700 daily departures. Through our oneworld alliance, customers have access to 15 of the world's leading airlines and around 30 affiliated carriers. Together, these airlines operate more than 14,250 daily flights to over 1,000 destinations, including 150 countries across the globe. These flights will continue to be operated with the AA code, pursuant to a codesharing agreement with American Airlines. Additional codes of the oneworld carriers are also applied to this route, and would continue to be.

The service proposed by American Airlines continues existing service to American's largest hub, Dallas/Fort Worth International Airport. At DFW, American and American Eagle offer more than 785 daily departures to over 200 destinations, making it one of the largest hubs in the country. This direct access to so many places has helped stimulate traffic from Garden City with significantly easier connecting options than what had been offered to Garden City travelers prior to our award of the current Essential Air Service bid.

Garden City has performed well under subsidized Essential Air Service since American's EAS subsidy award in April 2012. Passenger numbers have increased over 87% since American's

entrance into the market. We have made great progress in developing air-service in Garden City, bringing new business and industry to the Southwest Kansas region. Our current bid should reflect our belief that the Essential Air Service subsidy is vital, as the market is on a trajectory to one day be self-sustaining.

American would like to also request that the DOT and Garden City allow us flexibility in substituting Regional jets, either the EMB-140, EMB-145 or CRJ-200 aircraft when needed for the same rates. Allowing us to substitute 44-seat or 50-seat RJs will provide us the flexibility to match supply with demand, as well as provide operational flexibility, which will improve reliability. American also requests that the DOT and Garden City waive the right to hold-in American Airlines service upon issuance of 120 days-notice to terminate service. Although we do not foresee this to be an issue and plan to continue developing the Garden City market, we cannot be operationally constrained and kept in a market indefinitely, without ability to adapt to changing circumstances.

We believe that our to-date success in Garden City is demonstrative of the American Airlines network and marketing programs.

We look forward to serving the Garden City area for many years to come and appreciate the community's and the Department of Transportation's consideration of continued American Airlines service.

Sincerely,

A handwritten signature in black ink, appearing to read 'C. Schubert', with a stylized flourish at the end.

Charles Schubert
Vice President
American Airlines Network Planning

EAS Bid Summary

DFW-GCK @ 2 Daily RT Frequency with a E145

<u>EAS Market</u>	<u>DFW-GCK</u>
A/C Type	E145
Seats Per Departure	50
Weekly Round Trips	14
Annual Departures (99% completion factor)	1,445
Stage Length (Miles)	404
Block Hours Per Departure	1.4
Annual Block Hours (Factors)	2,079
Estimated Load Factor	75.5%
 <u>Passenger Revenue</u>	
Average Onboard Fare	\$103.29
Annual Onboard Pax	<u>54,543</u>
	\$5,633,770
Annual RPMs ('000s)	29,233
Annual ASMs ('000s)	22,062
 <u>Revenue Forecast</u>	
Passenger Revenue	\$5,633,770
<u>Other Revenue</u>	<u>\$905,055</u>
Total Revenue	\$6,538,825
 <u>Expense Forecast</u>	
Direct Expense	\$5,211,596
Indirect Expense	\$813,568
<u>Aircraft Ownership and Overhead</u>	<u>\$918,938</u>
Total Expense	\$6,944,102
Profit/(Loss)	(\$405,277)
<u>Profit Element</u>	\$563,035
Annual Subsidy Requirement	\$968,313
 <u>Subsidy Requirement</u>	
Subsidy Per Trip	\$670
Subsidy Per Passenger	\$18

Proposed Schedule

<u>Segment</u>	<u>Depart</u>	<u>Arrive</u>	<u>Frequency</u>
GCK-DFW	8:06	9:34	Daily
GCK-DFW	17:42	19:09	Daily
DFW-GCK	15:05	16:38	Daily
DFW-GCK	20:11	21:41	Daily



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Kaleb Kentner, Neighborhood & Development Services Director
DATE: March 15, 2016
RE: Distribution of the Downtown Development Fund for 312 N 8th St and 124 Grant Ave.

ISSUE:

The Governing Body is asked to consider and approve the distribution of the Downtown Development Fund for 312 N. Eighth Street and 124 Grant Avenue.

BACKGROUND:

Martin & Judith Nusser have submitted an application for the Downtown Development Fund for the remodeling of 312 N 8th St and 124 Grant Ave. Both addresses are contained in the same building and it is located in the C-3, Central Business District. The total cost of the renovation is estimated to be \$160,000, and the Nusser's are asking for an 80% reimbursement amount of \$128,000. The application submittal has been attached for the Commission's review.

The project is to include a new roof for the building, 3,450 square feet of new carpeting, interior paint, new LED lighting, new ceiling tiles, new signage and a complete remodel and upgrade of the restrooms.

The Downtown Development Fund has a current balance of \$294,000 for the remainder of 2016. This application is being presented to the City Commission because the estimated construction costs exceed \$50,000. The previous three applications that exceeded \$50,000 were Hutton Construction, Garnand Funeral Home and the Gian project at 214-216 N Main St. Hutton and Garnand had requested \$240,000 and the Gians requested \$170,560. All three were awarded \$50,000 toward their projects.

This project is in compliance with the Downtown Master Plan and the Garden City Zoning Regulations.

ALTERNATIVE:

The Governing Body may:

1. Fully fund the presented project at \$128,000; which would leave \$166,000 in the fund for the remainder of 2016.
2. Fund the presented project at \$50,000; which would leave \$244,000 in the fund for the remainder of 2016.
3. Fund the requested application at a different amount.
4. Deny the requested application for the Downtown Development Fund.

RECOMMENDATION:

The Governing Body may choose any of the alternatives or create a new viable option.

FISCAL NOTE:

There is currently \$294,000 in the fund. If this application is awarded at the amount requested, the remaining balance for the Downtown Development Fund for 2016 would be \$166,000. The Downtown Development Fund is funded by the General Fund.

ATTACHMENTS:

Description	Upload Date	Type
Nusser DDF Application	3/9/2016	Backup Material



APPLICATION FOR DOWNTOWN DEVELOPMENT FUND

RESOLUTION #

DATE

PLEASE PRINT OR TYPE

OWNER'S NAME

Martin & Judith Nusser

OWNER'S MAILING ADDRESS

PO Box 1925

Garden City KS 67846

PHONE NUMBERS

HOME

Cell: 620-272-7226

WORK

620-275-7421

EMAIL

mnusser@gcnet.com

PROPERTY ADDRESS

124 Grant and 312 N 8th

PROPERTY IDENTIFICATION INFORMATION

(Parcel ID number and Legal description are documented on your tax statement or call the County Clerk's Office)

4-1-16 Closing

COPY OF DEED

RECEIPT OF PAID TAXES

LEGAL DESCRIPTION

Use additional sheets if necessary

Lots 2, 3, 4 and 5 of C.J Jones Subdivision of

Block 8 of the original plat, Garden City,

Finney County, Kansas

PARCEL IDENTIFICATION NUMBER (CAMA)

028-274-18-0-40-06-006.00-0

PROPERTY IMPROVEMENTS

PLEASE CHECK ALL THAT APPLY

- Environmental Remediation
- Façade Renovation
- Interior Remodel
- Efficiency Upgrades
- New Roof
- 2nd Story Residential/ Commercial Development
- Demolition Expense

IS PROPERTY LISTED ON HISTORIC REGISTRY OR LOCATED WITHIN A HISTORIC DISTRICT BOUNDARY?

No

Yes (must attach proof of historic registration)

PROPOSED PROPERTY IMPROVEMENTS

IMPROVEMENT DESCRIPTION

(Please be specific and Use additional sheets if necessary)

New roof, 3,450 sq.ft. carpet, Interior paint
new LED lighting, new ceiling tiles, remodel and
upgrade the restrooms, signage

\$160,000

IMPROVEMENT (cost estimates) \$ 130,000

PROJECTED CONSTRUCTION SCHEDULE

04 / 10 / 2016

09 / 01 / 2016

START DATE

FINISH DATE

PROPERTY OWNER / APPLICANTS SIGNATURE

DATE

FOR OFFICE USE ONLY

APPROVALS:

- Community Development Date of Approval _____
- Finance Director Date of Approval _____

BIDDING SCOPE FORM

Rod Fercking Construction
1500 Harvest Lane
Garden City, KS 67846
Cell 620-277-5161

2/25/2016

Project:

Martin Nusser
312 N. 8th
Garden City, KS 67846

Scope:

Remodel interior of Office Building:

Remove existing ceiling tile and replace with new tiles and insulation:	12,250.00
Replace existing light fixtures with new LED lights:	8,000.00
Re-finish oak edges on desk tops:	1,200.00
Build new Conference desk:	3,500.00
Remodel (2) existing bathrooms:	14,500.00
Re-key all door locks:	250.00
Clean and seal basement floor:	2,500.00
Build new divider wall behind Front Desk:	5,000.00
Install new data lines:	12,000.00
Build new storage racks in back Entry:	1,500.00

Includes:

Labor
Material
Debris removal
Building permit
General Liability and Worker's Comp. Insurances

Excludes:

Any other work to building

Our best and final bid on this work is: \$ 46,950.00

This offer will remain good for 90 days from the bid date listed above.

J & M PAINT & WALLCOVERING
 1615 Buffalo Jones Ave. • Garden City, Kansas 67846
 (620) 276-3811 • Watts # 1-800-310-3811

FLOOR COVERING ESTIMATE

CUSTOMER: MARTIN NUSSER DATE: 2/24/16

ADDRESS: mnusser@gcnet.com VENDOR: _____ MECHANIC: _____

CITY: _____ STATE: _____ ESTIMATOR: _____ PHONE W H

ROOM	SUB-FLOOR	MATERIAL (PATTERN & SIZE)	NO. OF CUTS	SQ. FT. <input type="checkbox"/>	SQ. YDS. <input checked="" type="checkbox"/>	PRICE PER UNIT	TOTAL PRICE	STORE COST	
								PER UNIT	TOTAL
		<u>KARASTAN</u>	<u>12 X 289'</u>	<u>385.34</u>	<u>2</u>	<u>33.95</u>	<u>13,082.30</u>		
		<u>Fashion Conscience</u>							
		<u>Antique Liner</u>							

MILEAGE									
PAD <u>1/2 6#</u>				<u>385.34</u>	<u>425</u>		<u>1637.70</u>		
METAL									
ADHESIVE									
PLYWOOD OR UNDERLAYMENT									
DISPOSAL							<u>150.00</u>		
MISC.									
MISC.									
		MATERIAL					<u>14,870.00</u>		
		TAX							
		MATERIAL TOTAL							
REMOVING OLD FLOOR				<u>10 hrs</u>	<u>45.00</u>		<u>450.00</u>		
SANDING & PREPARING FLOOR									
DISCONNECTING & MOVING APPLIANCES & FURNITURE									
EXTRA LABOR FOR STEPS									
COVING									
LAYING FLOOR				<u>385.34</u>	<u>5.00</u>		<u>1926.70</u>		
CUTTING DOORS									
MISC.									
MISC.									
		LABOR					<u>2376.70</u>		
		TAX					<u>205.58</u>		
		LABOR TOTAL					<u>2582.28</u>		
		TOTAL JOB COST (Labor & Material)					<u>17,452.28</u>		
		LESS 50% DEPOSIT							
		BALANCE DUE UPON COMPLETION					<u>17,452.28</u>		

THESE FIGURES ARE AN ESTIMATE ONLY BASED ON OUR PRIOR EXPERIENCES.

WE REQUIRE 50% DEPOSIT ON ALL FLOOR COVERING INSTALLATIONS

SPECIAL INSTRUCTIONS: _____

Jim Kousner
 COMPANY REPRESENTATIVE'S SIGNATURE

 CUSTOMER'S SIGNATURE

D.V. Douglass Roofing, Inc.

D.V. Douglass
(1918-1997)
Steve Douglass
President
Mark Douglass
Vice-President

1215 W. Mary St.
P.O. Box 506
Garden City, KS 67846
(620)276-7474 (800)564-7474

Tim Douglass
Vice-President
James Douglass
Secretary/Treasurer

October 17, 2014

Ed Rutter
1206 Sherwood Eddy Drive
Jacksonville, IL 62650

Re: Commercial building
312 N 8th St.
Garden City, Kansas 67846

Ed,

Per your request I have inspected the roof at your building here in Garden City and prepared an estimated cost to re-roof the building.

There are approximately 8,600 square feet of roof area not including the parapet wall surface. The roof has a steel deck system with 3" of rigid insulation over which there are 2 complete roof membrane systems installed over the years. The 2nd one was installed after the 2000 hail storm. This roof was not installed in a very good manner and is blistering and wrinkling badly.

It is advisable to plan on replacing this roof in the near future, as leaks continue to show up on a regular basis. An inspection report for any potential buyer would show this to be the case. Re-roofing would entail removing all existing roofing and rigid insulation, inspecting the steel deck for any rust damage, installing new R-20 roof insulation and installing a new modified bitumen roof and wall flashing system.

Cost estimate for this, including land fill, permit and freight would be around \$7.50 per square foot or \$64,500.00 plus applicable sales tax. Other potential costs would be the cost of disconnecting and reconnecting any gas or electrical lines required to facilitate proper roofing or flashing. I wouldn't think this would exceed \$2,500 or so.

Please let me know if you need any additional information or would like a "hard bid" to re-roof the building.

Thank you,

Steven L. Douglass

January 20, 2016

Ed Rutter
124 Grant Ave.
Garden City, Kansas 67846



RE: Roof Replacement – 8,600 s.f.

We hereby submit to provide material, labor, tools and equipment to repair roofing and sheet metal per the following scope of work:

- Set up and install fall protection rail system
- Remove existing roof system down to existing metal deck
- Replace any damaged metal deck at \$10.00 s.f.
- Install new 2.5" ISO Roof Insulation
- Install new ½" cover board – densdeck prime
- Install new SBS modified base sheet over entire roof area
- Install new SBS modified cap sheet over entire roof area – white in color
- Flash all existing curb flashings and wall flashings
- Install new cap metal – color choice by owner
- Install new caulk joint counter flashing at back wall detail
- Provide owner with 5 year workmanship warranty / labor and material

Total Cost: \$61,500.00 – sales tax included in price

Shawn Mead
Vice President of Diamond Roofing

Should you have any questions regarding the above scope of work or exclusions herein, I am available at your convenience to discuss at (620) 225-2622, or via email at shawn@diamond-roofing.com. Thank you for your consideration of Diamond Roofing.

Shawn Mead – Vice President
Diamond Roofing Authorized Signature

To indicate acceptance of this proposal please sign and date below:

Accepted by: _____ **Date:** _____

This proposal is based upon the most recent edition of the Standard AIA Contract Document, which terms and conditions shall take precedence over any conflicting or inconsistent terms in contract/subcontract agreement.

Southwest Kansas Region:
100 McArtor Road, P.O. Box 37
Dodge City, KS 67801

Phone: 620-225-2622 | Fax: 620-225-6862

Flint Hills Region:
2720 Amherst Avenue
Manhattan, KS 66502

Phone: 785-537-8008 | Fax: 785-537-9899

Warranty Deed

Grantor(s): **Ed Rutter and Susan A. Rutter, husband and wife**

Grantee(s): **Ed Rutter and Susan A. Rutter, husband and wife, as joint tenants with rights of survivorship and not as tenants in common**

In consideration of One Dollar and other valuable consideration, the receipt of which is hereby acknowledged, the Grantor(s) **GRANT, BARGAIN, SELL AND CONVEY** to Grantee(s), the following described premises, to wit:

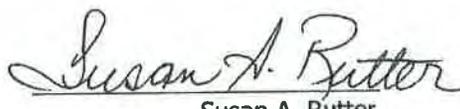
124 Grant Ave
Garden City KS 67846

Lots Two (2), Three (3), Four (4) and Five (5), of C.J. Jones Subdivision of Block Eight (8) of the Original Plat of Garden City, Finney County, Kansas.

Subject to all easements, restrictions, reservations and covenants, if any, now of record. The Grantor(s) hereby covenanting that the Grantor(s), their heirs, successors and assigns, the title to the premises unto the Grantee(s), their heirs, successors and assigns, against the lawful claims of all persons whomsoever, excepting however the general taxes for the current calendar year and thereafter, and the special taxes becoming a lien after the date of this deed.

Dated: April 30 2015


Ed Rutter


Susan A. Rutter

STATE OF KANSAS)

COUNTY OF FINNEY) ss:

On April 30, 2015, this deed was acknowledged before me by Ed Rutter and Susan A. Rutter, husband and wife


Notary Public
My appointment expires:

ANN MCDOWELL
Notary Public, State of Kansas
My Appointment Expires
8-29-16



No Sales Validation
Questionnaire Required
Per KSA 79-1437e (3)

~~DATA ENTRY
LAND INDEX~~

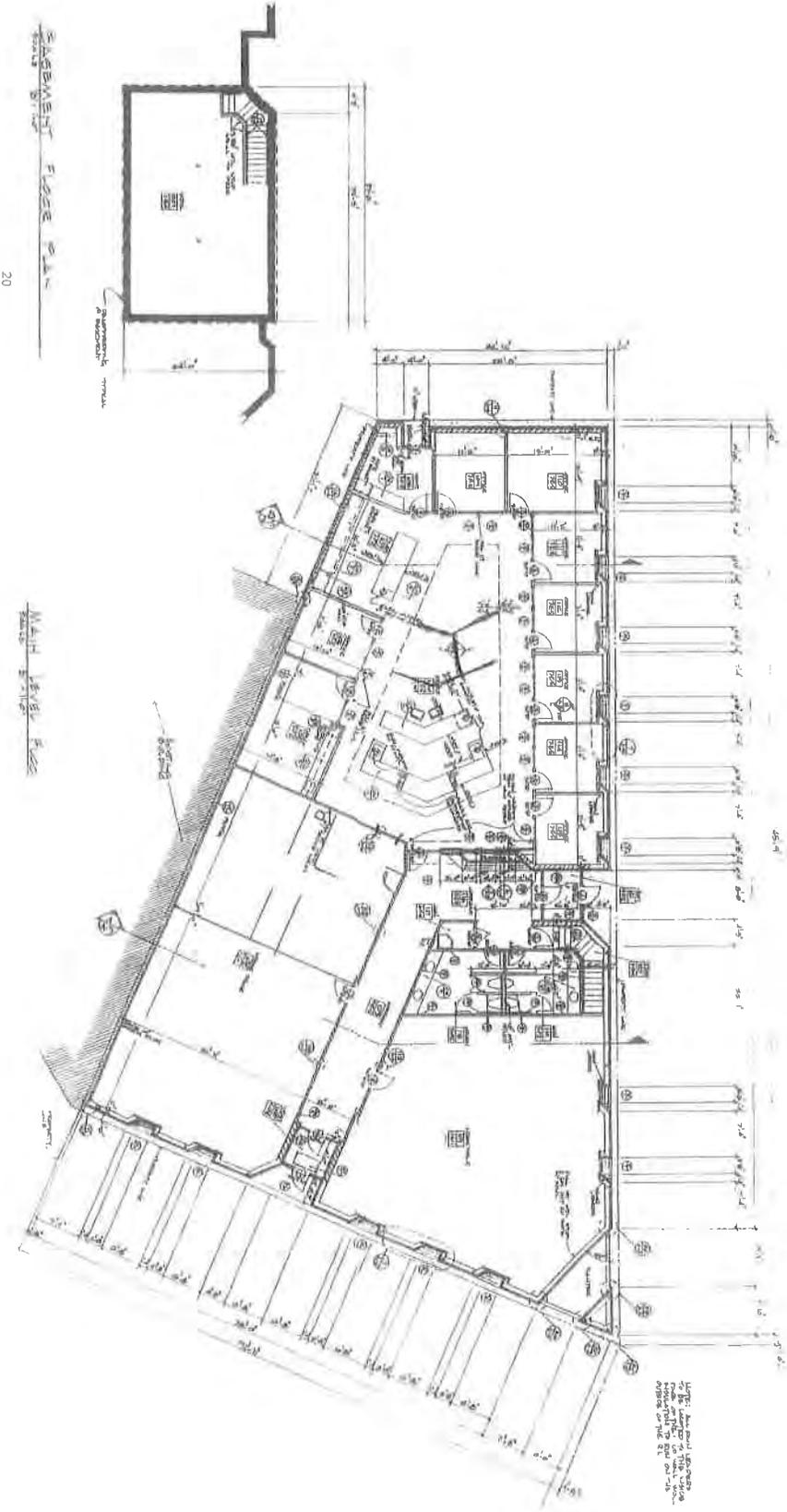
This instrument has been prepared by First American Title as an accommodation only. It has not been examined as to its correctness or as to its effect upon title.

State of Kansas, Finney County SS.
This instrument was filed for Record
04/30/2015 at 11:12 AM
& recorded in Book 0320 on Page 176



Google earth





Notes: 1. All dimensions are in feet and inches. 2. All dimensions are to the center of the member unless otherwise noted. 3. All dimensions are to the finished surface unless otherwise noted. 4. All dimensions are to the center of the member unless otherwise noted. 5. All dimensions are to the finished surface unless otherwise noted.

SUBMIT FLOOR PLAN

Main Level Plan



Finney County

P O Box M
Garden City, KS 67846
620-272-3527

Raylene Dick

Tax Receipt

Receipt Date: 12/17/2015
Terminal Number: 04

Receipt Num: 5184 1st Half	Year: 2015	Stmt Num: 20696	Real Estate
RUTTER ED & SUSAN A	1206 SHERWOOD EDDY DRIVE JACKSONVILLE IL 62650-2734	JONES C J ADDITION (BLK 8, O.P.)---224, S18, T24, R32W, BLOCK 08, Lot 02 - 05 Payment under protest 2015	
Parcel ID: 27418040060060000000			ADDR: 124 GRANT
Lot: 02	Blk: 08	C J JONES (BLK 8, O.P.)	Receipt Amount: 8042.80
Sec: 18	Twp: 24	Rng: 32W	Fees:

CountyWorks by Manatron

KB/WSB CK # 2929/8340

Total Tax: 8042.80

Total Fees:

TOTAL RECEIPTS: 8042.80

RUTTER ED & SUSAN A
1206 SHERWOOD EDDY DRIVE
JACKSONVILLE IL 62650-2734



INSPECTIONS: PH 620-276-1120 FAX: 620-276-1173
WEB: garden-city.org
301 N. 8th, P.O. BOX 998 Garden City, KS 67846

BUILDING PERMIT
Permit #: B16-000086
Issue Date: 02/26/2016

Location: Garden City

Job Site Information:
 312 EIGHTH Street
 Garden City, KS 67846

Property Owner:
 RUTTER, ED
 1206 SHERWOOD EDDY DR
 JACKSONVILLE IL 62650-2734

Applicant Information:
 Rod Fercking Construction
 Rod Fercking Construction
 1500 Harvest LN
 Garden City KS 67846

Subdivision:
 Legal Description:
 Zoning District:
 Description of Work: REMODEL INTERIOR

Contractor Information
General Contractor: Rod Fercking Construction
Electrical: GC ELECTRIC, LLC
Mechanical:
Plumbing: BT Plumbing

License #:
 16-4741
 16-5239
 16-4584

*****NOTICE TO OWNERS WORKING ON THEIR OWN PROJECTS*****

An owner may take out permits to build a house in which they reside. The owner may build the structure and do his own plumbing, wiring and heating and air, providing they have taken out proper permits for each of the above and each is properly inspected and approved. The owner may hire a laborer, however if the owner employs a carpenter, plumber, electrician or mechanical (heating & air) installer, the hired individual shall be a contractor, licensed and bonded by the City of Garden City. Non-licensed help cannot be utilized. I, the undersigned have read this notice and its requirements and I signify that I intend to do my own work in each of the building areas for which I have obtained permits and that any assistance which I may require in these areas will be provided by a licensed and bonded contractor. I am aware, that should I utilize any non-licensed help with the exception of general laborers, that this shall be grounds for immediate revocation of the building permit.

Building Permit Information: Work to begin: and to be completed:

Floor Area: sqft	Total Site Area	Valuation: \$160,000.00
Living Space: sqft	sqft:	Water Pipe Diameter:
Basement: sqft	acres:	Electric Meter:
Finished:	Lot Coverage:	Waste:
Rough In:	Total Area:	
Garage: sqft	#Bathrooms:	
Decks: sqft	#Bedrooms:	
Porches: sqft	Total # Rooms:	

I HEREBY AFFIRM THE ABOVE STATEMENTS ARE TRUE AND CORRECT AND ALSO AGREE TO COMPLY WITH ALL APPLICABLE PROVISIONS OF CHAPTER 18, BUILDINGS REGULATIONS OF THE CODE OF ORDINANCES OF THE CITY OF GARDEN CITY AND OTHER APPLICABLE REGULATIONS AND LAWS THAT MAY APPLY.

I HEREBY UNDERSTAND THAT THERE WILL BE A FINE FOR VIOLATIONS.

Applicant Signature: _____ Date: _____

PERMISSION HAS BEEN GRANTED TO PERFORM THE WORK INCLUDED IN THIS APPLICATION. THIS PERMIT SHALL NOT BE CONSTRUED TO PERMIT ANY VIOLATION OF APPLICABLE LAWS, REGULATIONS, ORDINANCES, AND CODES. CONSTRUCTION MUST BE STARTED WITHIN 180 DAYS AND WORK SHALL NOT BE SUSPENDED FOR MORE THAN 180 DAYS OR THIS PERMIT SHALL BE NULL AND VOID

****Office Use Only****

Receipt #: 11318

Amount Paid: 825.00
Amount Due: 0.00

Consent Agenda



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Sam Curran, Public Works Director
DATE: March 15, 2016
RE: 2016 Equipment Purchases for Airport, Golf, Water, Parks and Planning

ISSUE:

Governing Body consideration and approval for the purchase of the following items: 20' Mowing Deck for Airport, 4WD Tractor for Golf, 3/4 Ton 4WD Chassis for Water, 4WD Half Ton Pickup for Parks and a 4WD Half Ton Pickup for Planning.

BACKGROUND:

Bids were opened February 23, 2016 in the Administration Building at 10:00 a.m. for one (1) 20' Mowing Deck, one (1) 4WD Tractor, one (1) 3/4 Ton 4WD Chassis, and two (2) 4WD Half Ton Pickups.

KanEquip Inc was low bidder for the 20' Mowing Deck (\$17,950), American Implement was low bidder for the 4WD Tractor (\$31,300), and Burtis Motor was low bidder for the 3/4 Ton 4WD Chassis (\$26,392) and the two Half Ton Pickups (\$50,922). Delivery date for all items will be 8-15 weeks upon approval of the bid(s).

Staff has attached the bid tabulation sheets for your review.

ALTERNATIVE:

1. Approve the following low bids
 - a. 20' Mowing Deck from KanEquip, Inc.
 - b. 4 WD Tractor from American Implement.
 - c. 3/4 Ton 4WD Chassis from Burtis Motors.
 - d. Two (2) 4WD Half Ton Pickups from Burtis Motors.
2. Any combination of the above alternatives.
3. Reject all bids.

RECOMMENDATION:

Governing Body consideration and approval for the purchase of the following items:

- One 20' Mowing Deck - \$17,950 from KanEquip Inc.
- One 4WD Tractor - \$31,300 from American Implement
- One 3/4 Ton 4WD Chassis - \$26,392 from Burtis Motor
- Two 4WD Half Ton Pickups - \$50,922 (\$25,461 each) from Burtis Motor

FISCAL NOTE:

20' Mowing Deck - \$17,950, fund cite #060-60-000-6100.08; Budgeted Amount \$20,000.
4WD Tractor - \$31,300, fund cite #070-70-712-6100.04; Budgeted Amount \$32,000.

3/4 Ton 4WD Chassis - \$26,392, fund cite #080-31-314-6100.08; Budgeted Amount \$30,000.

4WD Half Ton Pickup - \$25,461, fund cite #001-14-135-6100.09; Budgeted Amount \$25,500.

4WD Half Ton Pickup - \$25,461, fund cite #001-19-131-6100.04; Budgeted Amount \$25,500.

ATTACHMENTS:

Description	Upload Date	Type
20' Mowing Deck Bid Tabulation	2/24/2016	Cover Memo
4WD Tractor Bid Tabulation	3/7/2016	Cover Memo
4WD Half Ton Pickups Bid Tabulation	3/7/2016	Cover Memo
3/4 Ton 4WD Chassis Bid Tabulation	3/7/2016	Cover Memo

**CITY OF GARDEN CITY
20' MOWING DECK**

BID TABULATION SHEET

Date & Time: Tuesday, February 23, 2016 10:00 a.m.
 Equipment: One (1) 20' Mowing Deck
 Location: Large Meeting Room

DEPT. BUDGET
Airport \$20,000

BIDDERS	COST	GOVT DISCOUNT	NET CITY COST	DELIVERY DATE	EXCEPTIONS & COMMENTS
KanEquip Inc	\$27,204.00	(\$9,254.00)	\$17,950.00	8 weeks	Landpride RC 4620
Garden City Farm Equipment	\$28,469.00	(\$9,127.00)	\$19,342.00	6 - 8 weeks	Rhino 6200
American Implement	\$33,860.00	(\$7,661.97)	\$26,198.03	6 weeks	2016 JD CX20

CITY OF GARDEN CITY

4WD TRACTOR

Bid Tabulation Sheet

Date & Time: Tuesday, 23 February 2016 10:00 a.m.
 Equipment: One (1) 4WD Tractor
 Location: City Hall

DEPT.

BUDGET

Golf

\$32,000.00

Bidders	Non-Taxable Cost	Less Gov't Discount	Total Cost	Delivery Date	Exceptions & Comments
American Implement Chris Calzonetti	\$38,163.10	(\$6,863.10)	\$31,300.00	15 weeks	JD 4066M
KanEquip, Inc. Jerry Vette	\$38,251.00	(\$6,151.00)	\$32,100.00	4 - 6 weeks	Kubota L6060 (used)
American Implement Chris Calzonetti	\$41,113.10	(\$6,793.10)	\$34,320.00	12 weeks	JD 4066M w/additional attachments
Berry Tractor Joe Arwine	NO BID				
Foley Tractor Jay Wade	NO BID				
G.W. Van Keppel Co Dennis Hagerman	NO BID				

CITY OF GARDEN CITY

4WD HALF TON PICKUP

Bid Tabulation Sheet

Date & Time: Tuesday, February 23, 2016 10:00 a.m.
 Equipment: Two (2) 4WD Half Ton Pickup
 Location: Large Meeting Room

<u>DEPT.</u>	<u>BUDGET</u>
<u>PARKS</u>	<u>\$25,500.00</u>
<u>PLANNING</u>	<u>\$25,500.00</u>

Bidders	Cost Each	Less Gov't Discount Each	Excise Tax Each	Cost Per Vehicle	Number of Vehicles	Total City Cost	Delivery Date	Exceptions & Comments
Burtis Motor Company Eldon Dailey (620) 275-6171	\$36,380.00	(\$10,920.00)	\$1.00	\$25,461.00	2.00	\$50,922.00	8 - 10 weeks	2016 F-150
Western Motor Buzz Garner (620) 275-4291	\$36,360.00	(\$9,571.00)	\$0.00	\$26,789.00	2.00	\$53,578.00	In stock	2016 GMC 1500 Sierra
Lewis Motor Company Brad Lewis (620) 275-7171	NO BID							
Legacy Auto Center Storm Dennison	NO BID							

CITY OF GARDEN CITY

3/4 TON 4WD CHASSIS

Bid Tabulation Sheet

Date & Time: Tuesday, February 23, 2016 10:00 a.m.
 Equipment: One (1) 3/4 Ton 4WD Chassis
 Location: Large Meeting Room

DEPT. BUDGET
WATER \$30,000.00

Bidders	Non-Taxable Cost	Less Gov't Discount	Kansas Excise Tax	Total Cost	Delivery Date	Exceptions & Comments
Burtis Motor Company Eldon Dailey (620) 275-6171	\$37,080.00	(\$10,689.00)	\$1.00	\$26,392.00	8 - 10 weeks	2016 F-250
Western Motor Buzz Garner (620) 275-4291	\$39,915.00	(\$10,616.00)		\$29,299.00	In Stock	Chevy C2500 Subtract \$700 without pickup box
Legacy Auto Center Storm Dennison	NO BID					
Lewis Motor Company Brad Lewis (620) 275-7171	NO BID					



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Sam Curran, Public Works Director
DATE: March 15, 2016
RE: 2016 Solid Waste Collection Truck Bid and Dump Truck CNG Conversion Proposal

ISSUE:

Governing Body consideration and approval for the purchase of one (1) Solid Waste Collection Truck and the CNG conversion for a City Dump Truck.

BACKGROUND:

Staff opened bids on Tuesday, February 23, 2016 for one (1) Solid Waste Collection Truck with a 30 cubic yard square body. The standard bid package called for a diesel engine unit. The best bid which met the specifications was Maupin-Western Star Truck, Dodge City for \$139,148.00. The low bid from Downing Sales & Service Inc. did not meet the specifications for the 30 cubic yard square body.

During the bid opening process, the City also accepted alternative bids on a CNG engine option. The low bid on this unit was Maupin-Western Star Truck, Dodge City for \$180,885.00. The cost of the CNG engine increased the cost of the truck by \$41,737.00. We have included both tabulation sheets for your review and consideration.

There are risks associated with the CNG alternative:

- Maintenance costs are still unknown, technology has improved.
- Fuel costs?
- Life cycle of the truck. Will we get 10 to 12 years of service from this truck?
- Trade-in value. What will the market be in 10 years?

Positives associated with CNG alternative:

- Carbon foot print is better, environmental.
- Fuel costs?
- Sound reduction, engine noise.

We have also included for your review Chart 1 with no incentives identifying the length of time to pay back the cost difference in the trucks using the fuel savings from the alternative fuel option (CNG). Chart 2 identifies the length of time for pay back using the proposed incentives from Sparq Natural Gas LLC., U Pump It Country Corner and Black Hills Energy. Phil Escareno of Black Hills Energy along with associates from Sparq Natural Gas LLC. and U Pump It Country Corner will be

attending the meeting to offer their incentives and to respond to the Governing Body questions.

Additionally, Sparq Natural Gas LLC., U Pump It Country Corner and Black Hills have included a proposed incentive package to convert a diesel dump truck in the Street Department to operate with a dual-fuel system. We have included this information for the Governing Body's review and consideration. The total acquisition cost for the conversion is \$27,870.00, City's responsibility would be \$9,123.33.

ALTERNATIVE:

1. Approve the diesel unit bid from Maupin-Western Star Truck, Dodge City for \$139,148.00.
2. Approve the CNG unit bid from Maupin-Western Star Truck, Dodge City for \$180,885.00.
3. Approve the CNG unit bid from Maupin-Western Star Truck, Dodge City for \$180,885.00 with the incentives proposed by Sparq Natural Gas LLC, U Pump It County Corner and Black Hills Energy.
4. Approve dump truck conversion incentive package proposed by Sparq Natural Gas LLC, U Pump It Country Corner and Black Hills Energy.
5. Reject all bids and incentive proposals.

RECOMMENDATION:

Staff is requesting direction from the Governing Body.

FISCAL NOTE:

Diesel Collection Truck - \$139,148, fund cite #075-51-511-6100.16; Budgeted Amount \$161,200.

or

CNG Collection Truck - \$180,885, fund cite #075-51-511-6100.16; Budgeted Amount \$161,200. The additional increase requires amending the budget by \$19,685, funds are available to meet this increase.

Dump Truck CNG Conversion - \$9,123.33, fund cite #032-21-211-6100.13; No Budgeted Amount. The proposed increase requires amending the budget by \$9,123.33, funds are available to meet this increase.

ATTACHMENTS:

Description	Upload Date	Type
SW Sideload Collection Truck Bid Tab Sheet - 23 Feb 16	3/8/2016	Cover Memo
SW Sideload Collection Truck Alternative Bid Tab Sheet - 23 Feb 16	3/8/2016	Cover Memo
Savings Per DGE - Chart 1	3/8/2016	Cover Memo
Savings Per DGE - Chart 2	3/8/2016	Cover Memo
Natural Gas Vehicle & CNG System Project Analysis	3/8/2016	Cover Memo
Natural Gas Fleet Incentive Program	3/8/2016	Cover Memo

CITY OF GARDEN CITY

SOLID WASTE COLLECTION TRUCK (SIDELOAD)

Bid Tabulation Sheet

Date & Time: Tuesday, 23 February 2016 10:00 a.m.
 Equipment: One (1) Solid Waste Collection Truck (SIDELOAD)
 Location: City Hall

DEPT. BUDGET
SOLID WASTE **\$161,200.00**

BIDDERS	LIST PRICE	GOV'T DISCOUNT	LESS TRADE-IN	NET CITY COST	DELIVERY DATE	EXCEPTIONS & COMMENTS
Downing Sales & Service Inc. Jaret Wohler (785) 770-2612	\$148,226.00		(\$20,000.00)	\$128,226.00	180 - 240 days	2017 Freightliner w/Pacmoor body Does not meet specs - has round body
Maupin-Western Star Truck Kevin Tabor	\$157,148.00		(\$18,000.00)	\$139,148.00	15 weeks	2017 Freightliner w/SEC body
Dodge City International Ken Kerschen (620) 276-8500	\$166,137.17		(\$22,500.00)	\$143,637.17	16 - 18 weeks	Int'l 7500 w/Champion body
Premier Truck Group Ryan Brown Oklahoma City, OK	\$223,021.00	(\$61,694.00)	(\$15,000.00)	\$146,327.00	20 - 26 weeks	Freightliner w/Champion body
Peterbilt of Garden City Balta Pena Garden City, KS	\$172,020.00		(\$15,000.00)	\$157,020.00	18 weeks	SEC w/Champion body
Liberal Kenworth Travis Apsley	\$175,667.00		(\$15,000.00)	\$160,667.00	20 weeks	T300
Peterbilt of Garden City Balta Pena Garden City, KS	\$179,330.00		(\$18,500.00)	\$160,830.00	18 weeks	Peterbilt w/Kois Bros G-S body

CITY OF GARDEN CITY

SOLID WASTE COLLECTION TRUCK (SIDELOAD)

Bid Tabulation Sheet

ALTERNATE BID - CNG

Date & Time: Tuesday, 23 February 2016 10:00 a.m.
 Equipment: One (1) Solid Waste Collection Truck (SIDELOAD)
 Location: City Hall

<u>DEPT.</u>	<u>BUDGET</u>
<u>SOLID WASTE</u>	<u>\$161,200.00</u>

BIDDERS	LIST PRICE	GOV'T DISCOUNT	LESS TRADE-IN	NET CITY COST	DELIVERY DATE	EXCEPTIONS & COMMENTS
Maupin-Western Star Truck Kevin Tabor	\$198,885.00		(\$18,000.00)	\$180,885.00	16 weeks	Freightliner w/SEC body
Maupin-Western Star Truck Kevin Tabor	\$204,894.00		(\$18,500.00)	\$186,394.00	16 weeks	Freightliner w/Kois Bros Body
Premier Truck Group Tobin Gump	\$302,086.00	(\$92,448.00)	(\$15,000.00)	\$194,638.00	20 - 26 weeks	Freightliner w/Champion body
Liberal Kenworth Travis Apsley	\$222,321.00		(\$15,000.00)	\$207,321.00	22 weeks	T400 w/

Chart 1
Figures Using No Incentives

Savings Per DGE	\$0.50	\$1.00	\$2.00
Total Mileage	13,000 Miles	13,000 Miles	13,000 Miles
Vehicle Purchase Price (Diesel)	\$139,148	\$139,148	\$139,148
Vehicle Purchase Price (CNG)	\$180,885	\$180,885	\$180,885
Resale Value (Diesel)	(\$18,000)	(\$18,000)	(\$18,000)
Resale Value (CNG)	(\$18,000)	(\$18,000)	(\$18,000)
Total Fuel Gallons Purchase (3.5mpg)	3,714	3,714	3,714
Total Fuel Spend (3/4/16 - \$1.99/Gal Diesel)	\$5,534	\$9,249	\$12,963
Total Fuel Spend (CNG @ 1.49)	\$3,677	\$5,534	\$5,534
Total Maintenance (Diesel)	\$10,000	\$10,000	\$10,000
Total Maintenance (CNG)	\$10,400	\$10,400	\$10,400
Total Operating Cost (Diesel)	\$15,534	\$19,249	\$22,963
Total Operating Cost (CNG)	\$14,077	\$15,934	\$15,934
Operating Cost Per Mile (Diesel)	\$1.19	\$1.48	\$1.77
Operating Cost Per Mile (CNG)	\$1.08	\$1.23	\$1.23
Total Life Cycle Cost (Diesel)	\$136,682	\$140,397	\$144,111
Total Life Cycle Cost (CNG)	\$176,962	\$178,819	\$178,819
Total Lifecycle Cost Benefit CNG vs. Diesel	(\$40,280)	(\$38,423)	(\$34,708)
Cost Per Mile Benefit CNG vs. Diesel	\$0.11	\$0.25	\$0.54

	Diesel Unit	CNG Unit	Difference
2016 Sideload Bid	\$139,148.00	\$180,885.00	\$41,737.00
Savings CNG vs. Diesel	\$1,457	\$3,314	\$7,029
Pay Back on Truck Cost Difference (years)	29	13	6

Chart 2

Figures Using Proposed Incentives From Sparq Natural Gas, U Pump It Country Corner and Black Hills Energy

Savings Per DGE	\$0.65	\$1.00	\$2.00
Total Mileage	13,000 Miles	13,000 Miles	13,000 Miles
Vehicle Purchase Price (Diesel)	\$139,148	\$139,148	\$139,148
Vehicle Purchase Price - Black Hills Incentive (CNG)	\$155,885	\$155,885	\$155,885
Resale Value (Diesel)	(\$18,000)	(\$18,000)	(\$18,000)
Resale Value (CNG)	(\$18,000)	(\$18,000)	(\$18,000)
Total Fuel Gallons Purchase (3.5mpg)	3,714	3,714	3,714
Total Fuel Spend (3/4/16 - \$1.99/Gal Diesel)	\$5,534	\$9,249	\$12,963
Total Fuel Spend (CNG @ 1.338)	\$2,548	\$4,970	\$4,970
Total Maintenance (Diesel)	\$10,000	\$10,000	\$10,000
Total Maintenance (CNG)	\$10,400	\$10,400	\$10,400
Total Operating Cost (Diesel)	\$15,534	\$19,249	\$22,963
Total Operating Cost (CNG)	\$12,948	\$15,370	\$15,370
Operating Cost Per Mile (Diesel)	\$1.19	\$1.48	\$1.77
Operating Cost Per Mile (CNG)	\$1.00	\$1.18	\$1.18
Total Life Cycle Cost (Diesel)	\$136,682	\$140,397	\$144,111
Total Life Cycle Cost (CNG)	\$150,833	\$153,255	\$153,255
Total Lifecycle Cost Benefit CNG vs. Diesel	(\$14,151)	(\$12,858)	(\$9,144)
Cost Per Mile Benefit CNG vs. Diesel	\$0.20	\$0.30	\$0.58

	Diesel Unit	CNG Unit	Difference
2016 Sideload Bid	\$139,148.00	\$155,885.00	\$16,737.00
Savings CNG vs. Diesel	\$2,586	\$3,879	\$7,593
Pay Back on Truck Cost Difference (years)	6	4	2



Natural Gas Vehicle & CNG Station Project Analysis

Black Hills Energy proudly presents financial and fuel analysis for : *City of Garden City*

Date: **3/8/2016** Prepared For: **Sam Curran**

Project Description

BHE will provide the City of Garden City, KS a BHE funded NGV incentive towards the purchase of a City owned refuse truck equal to \$25,000 subject to City purchasing a minimum of 1 additional CNG fueled Heavy Duty vehicle (not including additional NGV's purchased during 2016) over the next 3 year period and subject to City and BHE executing necessary BHE incentive agreement.

Project Summary

	Year 1	Year 5	Year 10	Year 15
Current Cumulative Fleet Fuel Cost	\$7,391	\$36,957	\$73,914	\$ 110,871
Estimated Fuel Cost Savings	\$1,506	\$7,529	\$15,058	\$ 22,587
Fleet Conversion Investment	\$41,737			
CNG Station Investment	\$0			
Black Hills Incentives	\$ 25,000			
Estimated Payback Time	4.32 Years			

Note: This financial analysis and proposed BHE incentives are based on current prices and economic conditions.

The BHE Incentive offer expires on: **May 1, 2016**

Vehicle Conversion Details

Description	Waste Collection Truck
Number of Vehicles	1
Fuel Type	Diesel
Average MPG	3.5
Yearly Miles Driven	13,000
Cost per Conversion	\$41,737
Annual Fuel Gallons / Vehicle	3,714

Fuel Assumptions

	Diesel	Gasoline	
Average Fuel Price	\$1.99	\$ 1.59	Estimated diesel and gas costs per gallon over project life, displaced fuels.
	Building Station	Public Station	
Average GGE of CNG	\$0.00	\$ 1.39	Estimated CNG cost over project life

Vehicle Conversion Financial Summary

Total Investment CNG Equipped:	(\$41,737)	Maintenance Facility Investment	\$0
Avg. Annual Net Fuel Savings	\$1,506	BHE Incentives or Rebates	\$25,000

For full fleet conversion

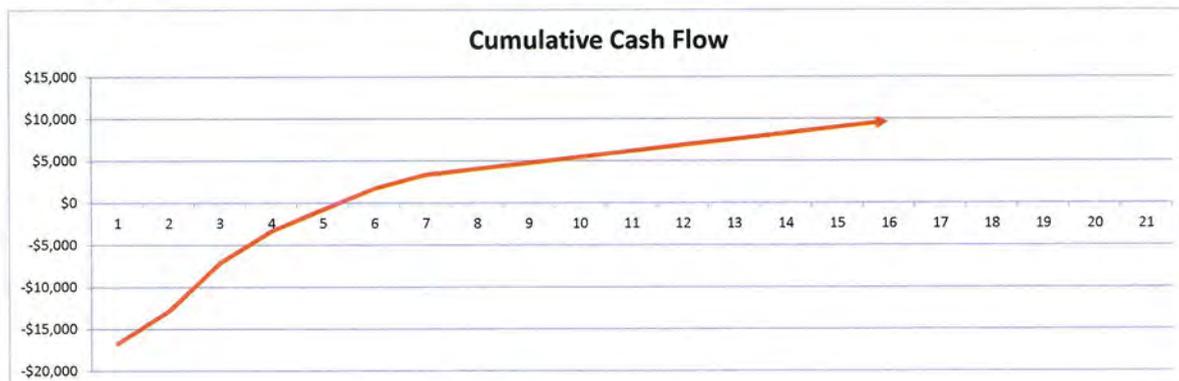
Vehicle Investment by Year

Year	Year	Year	Year	Year
1	2	3	4	5
(\$41,737)	\$0	\$0	\$0	\$0

CNG Fill Station Financial Summary

Capital Investment	\$0	Year 1 O&M Costs	0
Avg Annual Station Throughput (GGE)	4,234	Payback	4.32 Years
5 Year IRR	3.8%		

Note: Inflation factors have differing long term effects on cost of ng vs petroleum based fuels. Spreads widen resulting in better/improved financials for CNG.





DECISION MEMO

To: Sam Curran, Public Works Director
Matt Allen, City Manager

From: Sparq Natural Gas, LLC
U Pump It Country Corner
Black Hills Energy

Date: March 2, 2016

Subject: **Natural Gas Fleet Incentive Program:**
2009 Sterling Acterra with Cummins ISC (8CEXH0505CAA)

SUMMARY: Sparq Natural Gas, U Pump It Country Corner, and Black Hills Energy ("CNG Coalition") have partnered to bring Garden City's first compressed natural gas ("CNG") fueling station at **156 N. Campus Dr., Garden City, KS 67846**. As ongoing customer recruitment and business development strategy, our CNG Coalition has identified a dual-fuel vendor, American Power Group, capable of converting your existing dump truck (Unit #68) to CNG. Our CNG Coalition is prepared to provide resources for the acquisition of dual-fuel technology in the form of a 66% cash grant to accelerate your fleet acquisition in the next 45 days.

BACKGROUND: American Power Group dual-fuel systems are successfully installed across the country, including with the following representative fleets: Poet Ethanol (based in Wichita, KS); Braum's (based in Oklahoma); WW Transport (based in Iowa); Sweetners (based in Pennsylvania); Precision Strip (based in Ohio). Dual-fuel limits range anxiety, and ensures fleet owners have immediate access to diesel in areas with limited CNG fueling availability. Fleets utilizing dual-fuel CNG should anticipate substitution rates of greater than 50% operations on CNG. As a means to: a) lower the City's capital costs; b) diversify technology options compared to dedicated-CNG refuse acquisitions; c) provide future scalability across other City fleet assets, our CNG Coalition is confident the acquisition of CNG technology will be predictive of future fleet acquisitions across public and private fleets in the region. The benefits of operating on clean-burning, affordable, abundant, Kansas natural gas, ensure a growth in macro natural gas demand utilization, and increased City revenue through higher electrical use at the 156 N. Campus CNG site.

DISCUSSION/ANALYSIS: Our CNG Coalition requests City of Garden City's action in the form of issuing a purchase order to American Power Group within 45 days receipt of our CNG Coalition's funds. In consideration for payment, the estimated price includes: installation of APG V5000 dual-fuel CNG kit; the installation will be performed on an APG approved engine; installation includes tank and all system components, dyno testing and verification, CNG inspection, and final road test.

Our CNG Coalition capital commitment is as follows:

ENTITY	CAPITAL COMMITMENT
Sparq Natural Gas, LLC / U Pump It	\$9,123.33
Black Hills Energy	\$9,123.33
City of Garden City	\$9,123.33
TOTAL ACQUISITION COST	\$27,870.00

OPTIONS: The City of Garden City would leverage 3:1 existing CNG Coalition vendor support and financial resources to secure vehicle funds today for acquisition. The City would utilize Sparq's proprietary CNG Fuel Card for fuel purchases to further reduce retail CNG price. Absent CNG Coalition support, the City would need to budget for 100% of the capital costs for CNG dual-fuel fleet technology acquisition in a more distant pilot window.

RECOMMENDATION: The CNG Coalition respectfully asks for the City of Garden City's support in the acquisition of American Power Group dual-fuel technology. City of Garden City fleet and maintenance staff, dual-fuel vendors, and Black Hills Energy have already inspected and identified the ideal CNG pilot vehicle and completed negotiations on a revised CNG quote. In addition to the City's light-duty vehicles, and future dedicated vehicles, this CNG dual-fuel dump truck complements the City's progressive move into natural gas transportation.



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Kaleb Kentner, Neighborhood & Development Services Director
DATE: March 15, 2016
RE: Kansas Avenue Widening Project - Land Acquisition

ISSUE:

The Governing Body is asked to consider and approve a Real Estate Purchase Agreement for the purchase of property for the Kansas Avenue widening project, from Rickilene Emery, a/k/a Ricklene Emery, Deborah Lanette Mossman, Daniel Neil Messenger, Martha Dinkle, a/k/a Martha Jane Dinkel, and Tony Lee Messenger.

BACKGROUND:

The City Attorney has completed negotiations with Rickilene Emery, a/k/a Ricklene Emery, Deborah Lanette Mossman, Daniel Neil Messenger, Martha Dinkle, a/k/a Martha Jane Dinkel, and Tony Lee Messenger for their property at 401 and 403 E. Kansas Avenue. The properties are proposed to be acquired as part of the widening of Kansas Avenue. Copies of the settlement documents are attached. Previously, acquisition of the additional right-of-way and construction easements were completed on eight other parcels.

ALTERNATIVE:

1. The Governing Body may approve the Real Estate Purchase Agreement.
2. The Governing Body may defer action to a later date.

RECOMMENDATION:

Staff recommends approval of the contract and authorization to close on the property.

FISCAL NOTE:

The cost to acquire the property will be funded from fund 53 - Project Development. The total purchase price to be paid by the City shall be \$127,500 for 401 E. Kansas Ave and \$37,500 for 403 E. Kansas Ave. The total cost for both properties is \$165,000.

ATTACHMENTS:

Description	Upload Date	Type
Real Estate Purcahse Agreement	3/11/2016	Cover Memo
Supporting Photo	3/11/2016	Cover Memo

REAL ESTATE PURCHASE AGREEMENT

THIS REAL ESTATE PURCHASE AGREEMENT (Agreement), made and entered the _____ day of March, 2016, by and between, RICKILENE EMERY, a/k/a RICKLENE EMERY, DEBORAH LANETTE MOSSMAN, DANIEL NEIL MESSENGER, MARTHA DINKEL, a/k/a MARTHA JANE DINKEL, and TONY LEE MESSENGER (SELLER), and CITY OF GARDEN CITY, KANSAS, a municipal corporation (CITY).

WITNESSETH:

- A. SELLER owns real estate located in Garden City, Finney County, Kansas.
- B. CITY desires to purchase the real estate (Property), upon the terms of this Agreement.

NOW, THEREFORE, in consideration of the premises, covenants, and payments hereinafter set out, the parties agree as follows:

1. PROPERTY. The description of the Property is commonly known and numbered as 401 East Kansas Avenue, City of Garden City, Finney County, State of Kansas, legally described as follows:

Lot Six (6), Block Two (2), Horde's Addition to the City of Garden City, Finney County, Kansas, according to the recorded plat thereof.

2. PURCHASE PRICE. The total purchase price of One Hundred Twenty-seven Thousand Five Hundred Dollars (\$127,500) (Purchase Price) shall be paid at time of closing.

3. CLOSING AND POSSESSION. This Agreement shall close on or before April 15, 2016, at **First American Title, 417 North Eighth, Garden City, Kansas**. CITY shall be entitled to possession of the Property on the date of closing. The date of closing of this transaction may be modified only by consent of both parties to this Agreement.

4. CLOSING AGENT. The parties hereby designate and appoint **First American Title, 417 North Eighth, Garden City, Kansas**, as Closing Agent for this Agreement.

- (a) Prior to or at closing, SELLER, and spouses, shall execute and deposit with the Closing Agent a Warranty Deed, prepared by CITY, conveying merchantable title to and in the name of CITY, subject only to oil and gas leases, easements, restrictions, covenants, reservations and rights-of-way of record, if any.
- (b) In the event the Property is subject to any mortgage encumbrances which are to be paid at closing, SELLER shall cause each lender to submit a written pay-off statement to the Closing Agent not less than three (3) days prior to closing. The pay-off statement shall set forth the total amount to be paid as of the closing date, together with a per diem interest rate accrual amount.
- (c) At time of closing, upon the payment of One Hundred Twenty-seven Thousand Five Hundred Dollars (\$127,500) by CITY, and the full performance of each and every term and condition herein required of CITY and SELLER, the Closing Agent shall and is hereby instructed to release and deliver to CITY the Warranty Deed executed by SELLER.
- (d) The Closing Agent shall record all instruments and deliver all closing instruments to the appropriate parties. Any instruments recorded by the Closing Agent shall be mailed or delivered to the appropriate party promptly upon return to the Closing Agent by the recording agency.

- (e) Any fees paid to the Closing Agent for preparing closing documents and closing the transaction shall be paid in the manner hereinafter set forth.
- (f) The Closing Agent shall furnish to SELLER an IRS approved 1099-S information reporting form on or before January 31 of the year following closing.

5. TITLE EVIDENCE. Within twenty (20) days of the execution of this Agreement, SELLER shall obtain and deliver to CITY a Title Commitment for an owner's title insurance policy in the amount of the Purchase Price, covering title to the Property, showing fee simple title vested in SELLER, subject only to any mortgage encumbrances or other liens that are to be satisfied at closing. The title commitment may also reflect mineral reservations, oil and gas leases, utility easements, setbacks, protective and restrictive covenants and rights-of-way or record which do not render the Property unsuitable for residential purposes. (Permitted Exceptions).

- (a) The title commitment shall be conclusive evidence of SELLER's title as therein shown, subject only to the Permitted Exceptions.
- (b) CITY shall have a period of twenty (20) days to examine the commitment and notify SELLER in writing of CITY's objections, if any, to the marketability of SELLER's title. Any exception to title to which CITY fails to timely object will be deemed a Permitted Exception.
- (c) If CITY timely makes any objections to the marketability of title, SELLER shall correct such defects or have the title insurer commit to insure against loss or damage that may be occasioned by such exceptions.
- (d) If SELLER fails to have the exceptions removed or correct any defects, or in the alternative, to obtain the commitment of the title insurance specified above as to such exceptions or defects, CITY may elect to terminate this Agreement.

6. PROPERTY TAXES AND ASSESSMENTS. All property taxes due for years prior to the year of closing shall be paid by SELLER. The property taxes due for the year of closing shall be prorated to the date of closing, based upon the taxes due for the year prior to closing. The Property is not subject to special assessments.

7. TRANSACTION COSTS. The transaction costs associated with this transaction shall be paid as follows:

- (a) SELLER shall pay for:
 - i. any legal fees incurred by SELLER in connection with this transaction;
 - ii. any legal fees and expenses required to provide marketable title;
 - iii. one-half (1/2) the cost of the owner's title insurance; and
 - iv. one-half (1/2) of the closing fees charged by the Closing Agent.
- (b) CITY shall pay for:
 - i. any legal fees incurred by CITY in connection with this transaction;
 - ii. the cost of having this Agreement prepared;

- iii. the cost of preparing and recording the Warranty Deed;
- iv. one-half (1/2) of the cost of the owner's title insurance; and
- v. one-half (1/2) of the closing fees charged by the Closing Agent.

8. DEFAULT. If any payment due hereunder is not paid, honored or tendered when due, or if any other obligation hereunder is not performed as herein provided, there shall be the following remedies:

(a) IF SELLER IS IN DEFAULT

- i. CITY may elect to treat this Agreement as terminated; or
- ii. CITY may elect to treat this Agreement as being in full force and effect and CITY shall have the right to an action for specific performance.

(b) IF CITY IS IN DEFAULT

- i. SELLER may elect to treat this Agreement as terminated; or
- ii. SELLER may elect to treat this Agreement as being in full force and effect and SELLER shall have the right to an action for specific performance.

9. EXAMINATION OF PROPERTY/WARRANTIES. CITY has carefully examined the Property and warrants that the purchase was negotiated after consideration of any and all possible defects in the Property and takes the Property in an **AS IS** condition. **BOTH CITY AND SELLER ACKNOWLEDGE AND AGREE THAT THERE HAVE NOT BEEN ANY OTHER EXPRESS OR IMPLIED WARRANTIES MADE WITH RESPECT TO THE PROPERTY TO BE CONVEYED TO CITY HEREUNDER.**

10. REGISTERED SEX OFFENDER LIST. Kansas law requires persons who are convicted of certain crimes, including certain sexually violent crimes, to register with the sheriff of the county in which they reside. If CITY desires information regarding those registrants, it may find information on the homepage of the Kansas Bureau of Investigation (KBI) at <http://www.kansas.gov/kbi> or by contacting the local sheriff's office.

11. LEAD-BASED PAINT. SELLER has no reports or records pertaining to lead-based paint or lead-based paint hazards with respect to the Property. Furthermore, CITY acknowledges the following:

EVERY PURCHASER OF ANY INTEREST IN RESIDENTIAL REAL PROPERTY ON WHICH A RESIDENTIAL DWELLING WAS BUILT PRIOR TO 1978 IS NOTIFIED THAT SUCH PROPERTY MAY PRESENT EXPOSURE TO LEAD FROM LEAD-BASED PAINT THAT MAY PLACE YOUNG CHILDREN AT RISK OF DEVELOPING LEAD POISONING. LEAD POISONING IN YOUNG CHILDREN MAY PRODUCE PERMANENT NEUROLOGICAL DAMAGE INCLUDING LEARNING DISABILITIES, REDUCED INTELLIGENCE QUOTIENT, BEHAVIORAL PROBLEMS, AND IMPAIRED MEMORY. LEAD POISONING ALSO POSES A PARTICULAR RISK TO PREGNANT WOMEN. THE SELLER OF ANY INTEREST IN RESIDENTIAL REAL PROPERTY IS REQUIRED TO PROVIDE THE BUYERS WITH ANY INFORMATION ON LEAD-BASED PAINT HAZARDS. A RISK ASSESSMENT OR INSPECTION FOR POSSIBLE LEAD-BASED PAINT HAZARDS IS RECOMMENDED PRIOR TO PURCHASE.

12. EXISTING LEASE. The Property is currently subject to a written Residential Rental Agreement (Lease). SELLER agrees to give written notice of termination of the Lease to the current tenant(s), before the date of closing, terminating the Lease no later than June 30, 2016. Should the tenant(s) unlawfully hold over the tenancy, SELLER agrees to cooperate with CITY in any litigation necessary to remove the tenant(s) from the Property. All rents paid for the month in which the closing occurs, and any prior months, shall be the sole and exclusive property of SELLER. Any rents paid for the first full month after the month of closing shall be the property of CITY.

13. GENERAL COVENANTS. The parties further agree as follows:

(a) Notices shall be in writing and shall be deemed to be given if delivered personally, sent via facsimile, sent via next-day delivery service, or mailed by registered or certified mail, postage prepaid to the parties at the following addresses:

i. If to CITY: Matthew C. Allen
City Manager
P. O. Box 998
Garden City, Kansas 67846

ii. If to SELLER: Rickilene Emery
4843 Willow Point Court
Wichita, Kansas 67220

Either party may change the name or address to which notices shall be sent by notifying the other party of such change, in writing.

- (b) The terms and provisions of this Agreement shall be binding upon and inure to the benefit of and be enforceable by the respective heirs, legal representatives, successors, and permitted assigns of the parties hereto.
- (c) CITY shall not have any right to assign any or all of the rights and/or obligations herein without the prior written consent of SELLER, which consent shall not be unreasonably withheld.
- (d) This Agreement shall be construed and enforced in accordance with the laws of the State of Kansas.
- (e) This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement.
- (f) One or more waivers of any breach of a covenant or requirement herein by SELLER shall not be deemed a further waiver of the same.
- (g) This Agreement shall not be altered, amended, or modified, except in writing, signed by all parties hereto.
- (h) All representations, agreements, warranties, and covenants made by SELLER and CITY under this Agreement shall survive the closing of this transaction.
- (i) There are no oral or otherwise non-written representations which have been made by the parties concerning the Property or this transaction.

RICKLENE EMERY, DEBORAH LANETTE MOSSMAN,
DANIEL NEIL MESSENGER, MARTHA JANE DINKEL
AND TONY LEE MESSENGER/SELLER
CITY OF GARDEN CITY, KANSAS/CITY

REAL ESTATE PURCHASE AGREEMENT

PAGE 5

IN WITNESS WHEREOF, the undersigned SELLER and CITY have executed this Agreement on the dates set forth below.

3-2-16
Date

Ricklene Emery
Ricklene Emery

3-3-16
Date

Deborah Lanette Mossman
Deborah Lanette Mossman

Date

Daniel Neil Messenger
Daniel Neil Messenger

Date

Martha Dinkel
Martha Dinkel

Date

Tony Lee Messenger
Tony Lee Messenger

"SELLER"

CITY OF GARDEN CITY, KANSAS

Date

By Janet A. Doll, Mayor
Janet A. Doll, Mayor

"CITY"

ATTEST:

Celyn N. Hurtado, City Clerk

W:\RDG\CITY\REAL ESTATE\KANSAS AVENUE\MESSENGER\HE.Contract(401).docx



310

143.8'

78.6'

80'(s)

67'(s)

57'(s)

140'

55'

401

8

7

6

5

4

3

2

1

75'

403

55'

128'

83'

3

N

E KANSAS AVE

E KANSAS AVE

N 5TH ST



407

1

105'(s)



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Cemetery Department
DATE: March 15, 2016
RE: Quit Claim Deed Space at Valley View Cemetery

ISSUE:

Quit Claim Deed from Veterans of Foreign Wars transferring Space 5, Lot 239, Zone A of Valley View Cemetery to Caroline Klaus.



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Kaleb Kentner, Neighborhood & Development Services Director
DATE: March 15, 2016
RE: Contractors' Licenses

ISSUE:

Contractors' Licenses

BACKGROUND:

Attached is the list of contractors who have applied for new or renewal licenses from Neighborhood & Development Services. All of the contractors on the list have completed all requirements to obtain their license for 2016.

ALTERNATIVE:

None

RECOMMENDATION:

None

FISCAL NOTE:

None

ATTACHMENTS:

Description	Upload Date	Type
3/15/2016 License Agenda	3/9/2016	Cover Memo

CONTRACTOR LICENSE AGENDA

March 1, 2016

2016 NEW

CLASS B GENERAL CONTRACTOR

Jones Construction

Green Wave LLC

2016 RENEWAL

CLASS B GENERAL CONTRACTOR

Dodge City Home Builders LLC

CLASS D – PLUMBING WITH GAS

Hector Gutierrez

CLASS E-SOC SPECIALIZED OTHER CONTRACTOR

Overland Contracting Inc.

J&G Concrete

Other Entities Minutes



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Michael D. Utz, Chief of Police
DATE: March 15, 2016
RE: February 2016 Advisory Board Minutes

ISSUE:

Presentation of the minutes for the Police/Citizens Advisory Board meeting held on February 16, 2016.

BACKGROUND:

Attached are the meeting minutes for the Police/Citizens Advisory Board meeting held on February 16, 2016.

ALTERNATIVE:

None.

RECOMMENDATION:

None.

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
February 2016 Minutes	2/29/2016	Backup Material

Garden City Police Department
Police Citizen's Advisory Board
February 16, 2016

Present: Michael D. Utz, Chief of Police; Connie Bonwell; Mellaina Johnson; Charles Allen; Alyssa Ralston; Darla Samy; Vinh Nguyen; Lupe Carrasco, Administrative Assistant.

Not Present: Brandon Neeb; Stan Kennedy; Alicia Weber; Mel Galvez; Jeff Starkey; Andrew Hanser.

Chief Utz welcomed Alyssa Ralston as the newest member of the Police Citizen's Advisory Board, representing High School Students.

New Police Service Dog Echo joined the Garden City Police Department last week.

Animal Shelter Attendant Angie Luedecke and Officer Bart Smith have tendered their resignation with the Garden City Police Department.

Chief Utz gave information regarding the Organizational Assessment Committee.

Chief Utz led a discussion regarding the review of a Boy Scout Law Enforcement Explorer program.

Chief Utz led an overview of the monthly activity reports.

Chuck Allen advised Retired Seniors Volunteer Program (RSVP) is providing tax preparation services for the community.



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Kristi Newland, Zoo Director
DATE: March 15, 2016
RE: Zoo Advisory Board Minutes for March 2016 meeting

ISSUE:

Presentation of the March 1, 2016 Zoo Advisory Board minutes

BACKGROUND:

Attached are the March 1, 2016 Zoo Advisory Board minutes

ALTERNATIVE:

None

RECOMMENDATION:

None

FISCAL NOTE:

None

ATTACHMENTS:

Description	Upload Date	Type
Zoo Advisory Board Minutes for March 2016 meeting	3/4/2016	Cover Memo

Zoo Advisory Board
Minutes of Meeting Held
Tuesday, March 1, 2016

Members Present: Taylor Freburg, Jimmy Deal, Donna Lightner, Kathy Diehl, Ryan Derstein, Tammy Rieth

Members Absent: Phil Sloderbeck

Others Present: Jordan Piha, Donna Wohler, Jessica Norton, Whitney Buchman

- I. The meeting was called to order at 5:05
- II. Approval of Agenda –The agenda was approved. Jordan recognized 2 Boy Scouts who were attending the meeting for Citizenship in the Community merit badges.
- III. Approval of Minutes –The minutes from the February meeting were approved.
- IV. New Business
 - a. Zoo Monthly Report – The male mountain lion has been trained to voluntarily present his tail for blood draws to measure blood values. Mark Reed, Sedgwick County Zoo Director, performed a mock AZA accreditation inspection, reviewing the completed application and touring the zoo. He said the policies are good, made some minor recommendations, and commented that someone coming for the first time would be pleasantly surprised. Tony Herman has been promoted to Facilities Manager. Updated zoo brochures are being printed and updated maps went up in the zoo. The final CIP meeting took place. Candace Brawner was nominated for a City safety award for helping to put out a small fire right outside the zoo grounds. The AZA Regional Educators meeting was in Wichita, and all Education staff attended. Finnup Trust reports and requests were turned in. Jordan reported that Superior Fence will be starting rhino fence renovations and should be finished by April. The zoo will be sending staff to Cleveland and Atlanta to spend a couple of days with the new rhinos; rhinos may be arriving in April or May.
Jordan went over past AZA findings, recommendations and things the inspectors liked about the zoo.
 - b. FOLRZ Report – Jessica is designing a new newsletter format with smaller word content, but will be in color and include more photos. The Safari Shoppe is open with lots of new items. Reusable cups are being designed featuring LRZ animals that will replace all paper cups at the Shoppe. Jessica is organizing future events including the Jungle Run car show scheduled for July 9 (events will go before the commission soon).
- V. Old Business
 - a. Board Tour – The board scheduled a zoo tour for Saturday, March 19 at 10:00 am
 - b. Monkey Business Update – The show will run June 2nd through the 12th. Sponsors and volunteers are needed.
- VI. Board Member Reports –
- VII. The meeting was adjourned at 5:44 p.m.

Next scheduled Meeting is April 5, 2016 at 5:00 p.m.



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Rachelle Powell, Director of Aviation
DATE: March 15, 2016
RE: Presentation of February 11, 2016 Airport Advisory Board meeting minutes.

ISSUE:

Presentation of the February 11, 2016 Airport Advisory Board meeting minutes.

BACKGROUND:

Attached is the Airport Advisory Board meeting minutes for February 11, 2016.

ALTERNATIVE:

None.

RECOMMENDATION:

None.

ATTACHMENTS:

Description	Upload Date	Type
February 11, 2016 Airport Advisory Board Minutes	3/7/2016	Cover Memo



**GARDEN CITY REGIONAL AIRPORT
ADVISORY BOARD MINUTES
FEBRUARY 11, 2016**

5:30 P.M. MEETING CALLED TO ORDER

MEMBERS PRESENT

Charlie Robinson, Marlo Miller, Darin Germann, Max Meschberger, and Jette DeSalvo.

MEMBERS ABSENT

Ken Frey and Steve Ziegler.

STAFF PRESENT

Rachelle Powell, Darroch Perkins, and Miranda Benedict.

ITEM 1 PUBLIC COMMENT

No public comment.

ITEM 2 APPROVAL OF JANUARY 14, 2016 MINUTES

Marlo Miller made a motion to approve the January 14, 2016 Airport Advisory Board minutes. Charlie Robinson seconded the motion. The motion passed unanimously.

ITEM 3 JUSTIN HURLEY LEASE REVIEW

Pasture land at the airport is open for public bid every five years. Five of the six parcels available for rent were bid out in December 2014 and were entered into a lease in March of 2015. The remaining parcel, P2 was not bid out due to a draft lease for an alternative use of the land. Staff worked with the potential lessee of P2 and it was determined by both parties to rescind the draft lease.

A Notice of Bid was publicly advertised and the bid opening was held on December 29, 2015 at 10:00 a.m. in the Airport Administrative Office. The highest bid per acre was accepted and the proposed lease may be found in the accompanying information. The bid tab is provided below:

Name	Amount Per Acre
LaSalle	\$27.51
Hurley	\$30.30

Staff requests the Airport Advisory Board consideration and recommendation of City Commission approval of the lease agreement between the City of Garden

City and Justin Hurley for the rental of pasture land at the Garden City Regional Airport.

Charlie Robinson made a motion to approve the Airport Advisory Board consideration and recommendation of City Commission approval of the lease agreement between the City of Garden City and Justin Hurley for the rental of pasture land at the Garden City Regional Airport. Jette DeSalvo seconded the motion. The motion passed unanimously.

ITEM 4 DIRECTOR'S REPORT

Staff discussed the Director's Report with the Airport Advisory Board.

ITEM 5 MONTHLY REPORTS

Staff reviewed the monthly reports with the Airport Advisory Board.

ITEM 6 BOARD MEMBER COMMENTS

- A. Charlie Robinson –Commented on Stillwater, Oklahoma's new air service and expressed his appreciation for the opportunity to serve on the CIP committee; encouraged others to participate when given the opportunity.
- B. Ken Frey –Absent.
- C. Marlo Miller –No comment.
- D. Darin Germann –Requested that arrangements be made to schedule an airfield tour in the near future for Airport Advisory Board members.
- E. Max Meschberger –Inquired about the new hangar construction.
- E. Steve Ziegler –Absent.
- F. Jette DeSalvo –No comment.

ITEM 7 ADJOURNMENT

Charlie Robinson made a motion to adjourn. Darin Germann seconded the motion. The motion passed unanimously.



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Allie Medina, Human Resources Director
DATE: March 15, 2016
RE: March 2016 Cultural Relations Board Minutes

ISSUE:

Presentation of the March 10, 2016 Cultural Relations Board monthly minutes.

BACKGROUND:

Attached is the Cultural Relations Board minutes for March 2016.

ALTERNATIVE:

None

RECOMMENDATION:

None

FISCAL NOTE:

None

ATTACHMENTS:

Description	Upload Date	Type
CRB March 2016 Minutes	3/10/2016	Backup Material



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

**City of Garden City
Cultural Relations Board Meeting Minutes
March 10, 2016
4:30 pm – 5:30 pm**

Present: Patricia Long, Stephanie Juarez, Geovannie Gone, Mel Galvez, Warsume Sugule, Stephanie Juarez, Edith Mejia-Castillo

Absent: Lisa Cady, Dan Le, Liz Sabandith

Staff: Allie Medina

Guest(s):

I. Call the Meeting to Order

Geovannie Gone called the meeting order at 4:36 pm.

II. Approval of Minutes

Geovannie asked for a motion to approve the January 2016 meeting minutes. Stephanie made a motion to approve the January meeting minutes, Warsume seconded the motion. All in favor and motion carried.

III. Old Business

A. City of Garden City CRB Website and Banner

All members that were present took an individual picture for the CRB Website. Staff will update the website with pictures and up to date meeting minutes.

B. Neighborhood Block Party/Welcome

Stephanie reached out to LiveWell Finney County regarding a Neighborhood Block Party to reach out to individuals of diverse cultures. At this time LiveWell Finney County is working on a project and will not be able to commit time for another 2 to 3 weeks. Stephanie will follow up with them at that time to determine their involvement.

Mel indicated that it was previously discussed that this should be focused on partnering with existing events rather than creating a standalone event. Members would like to compile a calendar of all the events in the area and determine which events would reach most of the targeted population. The CRB would like to gather information on the most prominent cultures and focus on providing information, such as health, safety, education, legal (Rights & Responsibilities), housing, and public services to those cultures in the most effective way.

Mel will reach out to Lisa Cady to request the most recent list of languages spoken in the school district. Stephanie will continue to reach out to agencies that could help provide this information and will bring the Chamber calendar to the next CRB meeting. Staff will bring the City and County calendar of events. Edith will look to determine if there are any events related to Haiti held in the area. Warsume will research information on the Somali community events.



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

Mel suggested that the CRB narrow the focus to the top 3 cultures in Garden City and target specific events that will reach those cultures. Mel also suggested including Behavioral Health information in the Health section.

C. Promotional Material

Members will send shirt sizes to staff to place an order.

D. Diversity Breakfast

Staff provided an update regarding the Multi-Cultural Planning Committee. The Multi-Cultural Planning Committee has set the date and time for the event on October 13th at Southwind and has secured their first speaker.

Mel indicated that if the Breakfast was held in a different location it may almost feel like two separate events. Edith indicated that it may be intimidating to have the breakfast at Southwind and this could inhibit some participants from taking part. Geovannie stated that the cost of the venue and breakfast plays a major role and this would significantly raise the cost and the price of tables and tickets.

Members discussed holding the event at GCCC. Staff indicated that the date and times were open at GCCC, but logistically there would need to be a lot of planning and coordination when moving from one location to the next. CRB members and the committee members would need to be available to assist during these transition periods.

Members discussed returning to the Clarion Inn & Conference Center for the Diversity Breakfast. At last year's events there were several issues that occurred with transition times and the amount of chairs per table. Mel stated that we need to be clear when working with the staff on expectations for the event set up and transition periods. The event also has many different things that can be incorporated to ease the transition periods from the breakfast to the summit, such as cultural dances, appetizers, etc. Mel stated that in the contract to the Clarion Inn it should be specific to how many chairs will be at a table as well as not having anyone's back to the stage.

After the discussion, Mel made a motion to hold the Diversity Breakfast at the Clarion Inn & Conference Center on October 13th. Stephanie seconded the motion. All in favor and motion carried.

IV. New Business

A. New Member – Edith Mejia-Castillo

The CRB welcomed Edith Mejia-Castillo and also welcomed Warsume Sugule once again for members that were not present at the last meeting.

B. News Report – Refugees

Sister Janice provided information regarding several publications from Columbus, Ohio. The City of Columbus has information on their website regarding the economic benefit of hosting refugees in your community as well as information for refugees moving in to the area. There were additional articles written on the



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

information released on their website. Sister Janice requested that the CRB review the information in the articles as well as the information on the website.

Members reviewed the information and indicated that this is great information to incorporate into the web page as well as to present at the breakfast. Mel indicated that it would be great to have a local organization speak about his at the Diversity Breakfast.

Members discussed what day the International Refugee Day was held on. Mel indicated that it is held on June 20th. CRB would like to begin working on information that could be presented to the community regarding the benefits of refugees in the community. Members would like to reach out to local organizations that can provide this information and work on putting together messaging for June 20th.

Staff will follow up with the Garden City Telegram regarding information for the International Refugee Day as well as Mother's Day.

C. Fort Hays State University – President Martin

The CRB received a request from Martha Hinojosa for President Martin of FHSU to come and speak to the community regarding her heritage and culture. President Martin was born in Havana, Cuba and immigrated to the United States.

Members discussed information regarding speakers for the Diversity Breakfast and the country chosen is Cuba. Mel and Edith indicated that they have additional speakers that could take part in the Diversity Breakfast. Mel and Edith will bring information regarding the additional speaker to the next meeting to confirm the speaker.

Stephanie made a motion to contact President Martin to speak at the Diversity Breakfast, Patricia seconded the motion. All in favor and motion carried.

Members discussed additional events/promotions that could take place during the Diversity Breakfast. Members will bring any additional information for the Breakfast to the next regularly scheduled meeting to finalize the Breakfast.

D. Cultural Relations Board Sponsorship Request Form

Members reviewed the Cultural Relations Board Sponsorship Request Form that was provided by and created by staff. No changes were needed.

E. Sponsorship Request

The CRB received a sponsorship request from the Finney County Public Library for the Dia De Los Niño's Event on April 30, 2016. Members reviewed the Sponsorship Request Form.

Mel made a motion to approve \$250 of the \$484 requested by the Finney County Public Library. Warsume seconded the motion. All in favor and motion carried.



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V. Monthly Financial Report

Members reviewed a copy of the monthly financial report. Stephanie made a motion to approve the financial report, Patricia seconded the motion. All in favor and motion carried.

VI. Other Business

A. "TET" Vietnamese New Year Celebration

Staff attended the event and it was a very well attended event. The cultural celebration was beautiful and they were sincerely grateful for the sponsorship on behalf of CRB.

VII. Adjournment

Mel made a motion to adjourn the meeting at 6:05 pm. Stephanie seconded the motion. All in favor and motion carried.