



**AGENDA
CITY COMMISSION MEETING
Tuesday, November 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 the City Administrative Center for a presentation from Mike Mooney, Sixel Consulting regarding the 2016 True Market Study for the Garden City Regional Airport. 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. November 1, 2016 City Commission minutes

B. November 10, 2016 City Commission Special Meeting minutes

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

VI. CONSIDERATION OF PETITIONS, MEMORIALS AND REMONSTRANCES

A. The Garden City Police Department would like to recognize the participants who completed the Fall 2016 Citizens Police Academy. The participants are:

Eagaly Diaz

David Duran

Amy Ortiz

Chris Sondergaard

Andrew Hawkins

Shirley Wheeler

Alisha Wehkamp

VII. REPORT OF THE CITY MANAGER

A. Presentation of the September 2016 Building Report from Neighborhood & Development Services.

B. Presentation of the October 2016 Building Report from Neighborhood & Development Services.

- C. Presentation of October 2016 Monthly Revenue Report and Burial Chart from the Cemetery Department.
- D. Presentation of the October 2016 Financial Report from the Service and Finance Department.
- E. Presentation of the October 2016 monthly staff report from Lee Richardson Zoo.

VIII. MEETINGS OF NOTE

- November 12, 2016 - Veterans Day Parade, Main Street from 10:00 a.m. - 11:00 a.m., fireworks at 6:45 p.m.
- November 16, 2016 – Garden City Area Chamber of Commerce breakfast at The Golf Club at Southwind – 7:10 a.m.
- November 17, 2016 – Garden City Area Chamber of Commerce 2016 Crystal Apple Awards at Clarion Inn Ballroom – 6:30 p.m.
- November 26, 2016 – Downtown Holiday Open Houses
- November 26, 2016 – Downtown Tree Lighting Ceremony at Stevens Park – 6:00 p.m.
- December 4, 2016 - Downtown Evening Christmas Parade, Main Street - 6:30 p.m.
- December 10, 2016 - Tuba Christmas, Main Street - 3:00 p.m. - 5:00 p.m.
- December 16, 2016 – Mayor’s Christmas Party at Samy’s Steakhouse at 6:30 p.m.

IX. CONSIDERATION OF APPROPRIATION ORDINANCE

- A. Appropriation Ordinance No. 2423-2016A

X. CONSIDERATION OF ORDINANCES AND RESOLUTIONS

- A. The Governing Body is asked to consider and approve a request for annexation from Garden City Industrial Park, LLC (GCIP).

1. Ordinance No. _____-2016, an ordinance annexing land to the City of Garden City, Finney County, Kansas, pursuant to K.S.A. 12-520(a)(7).

- B. The Governing Body is asked to consider and approve a rezone of 2827, 2823, 2814 El Dorado Pl., from “R-3” Multiple Family Residential to “R-C” Condominium Townhouse District.

Ordinance No. _____-2016, an ordinance approving the rezoning of land from “R-3” Multiple Family Residential District to “R-C” Condominium Townhouse District; amending the Zoning Ordinance and the District Zoning Map of the City; repealing the current Zoning Ordinance and District Zoning Map; all to the Code of Ordinances of the City of Garden City, Kansas.

- C. The Governing Body is asked to consider and approve updating the official zoning map of the City of Garden City.

Ordinance No. _____-2016, an ordinance amending the District

Zoning Map of the City of Garden City, Kansas; repealing the current District Zoning Map of the City; all to the Code of Ordinances of the City of Garden City, Kansas.

XI. OLD BUSINESS

- A. 1:30 p.m. - Public Hearing on the matter of the Governing Body hearing questions, concerns and comments from the public with regard to the 2016 budget amendments that are necessary to reflect actual 2016 expenditures.

Following the hearing, the Governing Body is asked to approve the Certificate of Amendment of the 2016 Budget.

XII. NEW BUSINESS

- A. The Governing Body is asked to consider the distribution of the Downtown Development Fund for 515 N. 8th Street.
- B. The Governing Body is asked to consider authorizing the use of temporary financing for Water System Improvements to allow construction to begin on multiple projects in the spring of 2017.
- C. The Governing Body is asked to consider and approve Task Order Number 5 between the City of Garden City and HNTB for design and bidding services for the Terminal Apron Rehabilitation project at the Garden City Regional Airport (Airport Improvement Program (AIP) 3-20-00-24-39).
- D. The Governing Body is asked to consider and appoint one member to serve on the Police/Citizens Advisory Board as the social services representative through December 2019.
- E. ***Consent Agenda for approval consideration:***

(The items listed under this "consent agenda" are normally considered in a single motion and represent items of routine or prior authorization. Any member of the Governing Body may remove an item prior to the vote on the consent agenda for individual consideration.)

1. The Governing Body is asked to consider and approve an agreement between the City and Mayer Specialty Services, L.L.C. to perform emergency repairs to the main lift station at the Waste Water Treatment Plant. Cost of the project is \$39,900.00.
2. The Governing Body is asked to consider and accept the low bid from Schulte Supply Inc. for a valve turning maintenance trailer for the Water Division.
3. The Governing Body is asked to consider and approve the low vehicle bids from Burtis Motor Company for six police purpose vehicles and one sport utility vehicle.
4. The Governing Body is asked to consider and approve the crack sealing bid from B & H Paving, Inc.

5. The Governing Body is asked to consider and approve a Purchase Agreement with Jesse and Mary Doll for the property at 1904 Crestway.
6.
 - Permission for Scott and/or LaReita Berry to reserve Space 5, Lot 75, Zone J of Valley View Cemetery for the consideration of \$50 for the period of one year.
 - Permission for Ema Rosa Ibon to reserve Space 3, Lot 36, Zone J of Valley View Cemetery for the consideration of \$50 for the period of one year.
7. Quit Claim Deed from Carolyn R. Manske transferring Space 1, Lot 106, Zone H, of Valley View Cemetery to Jesse and/or Beatrice Ledesma.

XIII. CITY COMMISSION REPORTS

A. Commissioner Fankhauser

B. Commissioner Cessna

C. Commissioner Dale

D. Commissioner Doll

E. Mayor Law

XIV. OTHER ENTITIES

- A. Presentation of the October 13, 2016 minutes from the Airport Advisory Board.
- B. Presentation of the November 1, 2016 Garden City Recreation Commission minutes.
- C. Presentation of the October 18, 2016 meeting minutes for the Police/Citizens Advisory Board.
- D. Presentation of the November 1, 2016 Zoo Advisory Board minutes

XV. ADJOURN

THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS

City of Garden City
November 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, November 1, 2016 with all members present. Commissioner Fankhauser opened the meeting with the Pledge of Allegiance to the Flag and the Invocation.

Commissioner Cessna moved to approve and allow the Mayor to proclaim and name the property located at 300 South Main Street as Alan Geier Champion Tree Woodland at Finnup Park. Commissioner Doll seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Fankhauser moved to approve and allow the Mayor to approve a request from Ms. Jo Ann Mangan, Garden City Education Association (GCEA) President, to proclaim November 14-18, 2016 as American Education Week in Garden City, Kansas. Commissioner Doll seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Fankhauser moved to approve a request from Garden City Downtown Vision, Inc. and the Garden City Area Chamber of Commerce to allow the Mayor to proclaim Saturday, November 26, 2016 as Small Business Saturday in Garden City. 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

Fire Chief Shelton, Firefighter II Adam Patterson, Firefighter II Luke Freeman and Firefighter II Jacob Gonzales presented information regarding the recent memorial services attended by a delegation of the Garden City Fire Department Honor Guard.

City Manager Allen recognized the efforts of Finance Director Hitz and her department along with Lewis, Hooper, & Dick, LLC on the occasion of receiving the Certificate of Excellence in Financial Reporting from the Government Finance Officers Association for the year ended December 31, 2015.

Ray Purdy's term on the Finney County Economic Development Corporation (FCEDC) Board expires at the end of 2016 and he has advised City staff that he will not seek re-appointment. Ray has served as a City representative to the FCEDC board for the last six years. FCEDC has begun the process to advertise the opening and gather expressions of interest to serve.

Finance Director Hitz provided the monthly Sales Tax report for Governing Body review.

Meetings of note:

- November 5, 2016 - Banner Art Auction at the Clarion Inn - 7:00 p.m.
- November 12, 2016 - Veterans Day Parade, Main Street from 10:00 a.m. - 11:00 a.m., fireworks at 6:45 p.m.
- November 26, 2016 - Downtown Holiday Open Houses
- November 26, 2016 - Downtown Tree Lighting Ceremony at Stevens Park - 6:00 p.m.

- December 4, 2016 - Downtown Evening Christmas Parade, Main Street - 6:00 p.m.
- December 10, 2016 - Tuba Christmas, Main Street from 3:00 p.m. - 5:00 p.m.
- December 16, 2016 - Mayor's Christmas Party at Samy's Steakhouse at 6:30 p.m.

City Manager Allen and Governing Body discussed the need to have a Special Meeting to consider a Comprehensive Plan amendment and rezone of properties located between South Farmland Road, Mansfield Road along the adjacent BNSF rail corridor, Towns Riverview subdivision and East Allen Drive. The Special Meeting will be held November 10, 2016 at 9:00 a.m. in the Commission Chambers at the City Administrative Center.

Appropriation Ordinance No. 2422-2016A, "AN APPROPRIATION ORDINANCE MAKING CERTAIN APPROPRIATIONS FOR CERTAIN CLAIMS IN THE AMOUNT OF \$3,862,613.36" was read and considered section by section. Commissioner Fankhauser moved to approve and pass Appropriation Ordinance No. 2422-2016A. 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

City Attorney Grisell explained to the Governing Body that the matter of the amendment to the Zoning Regulations of Garden City, Kansas to amend Section 2.030 Definitions, was not decided according to State Statute. He suggested the Governing Body rescind the previous vote from the October 18, 2016 meeting and vote on the matter again.

Commissioner Dale moved to rescind the prior vote on October 18, 2016 to deny the amendment to the Zoning Regulations of Garden City, Kansas to amend Section 2.030, Definitions, to include Physical Fitness Facility, to amend Sections 17.030 and 18.030 to allow physical fitness centers as a conditional use, and to amend Section 24.060 to specify parking spaces for physical fitness centers. Commissioner Fankhauser seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

The Governing Body reconsidered an amendment to the Zoning Regulations of Garden City, Kansas to amend Section 2.030, Definitions, to include Physical Fitness Facility, to amend Sections 17.030 and 18.030 to allow physical fitness centers as a conditional use, and to amend Section 24.060 to specify parking spaces for physical fitness centers.

Ordinance No. 2746-2016, "AN ORDINANCE AMENDING THE ZONING REGULATIONS FOR THE CITY OF GARDEN CITY, KANSAS TO REGULATE THE "I-1" LIGHT INDUSTRIAL DISTRICT AND THE "I-2" MEDIUM INDUSTRIAL DISTRICT; AMENDING ZONING REGULATION SECTIONS 17.030, 18.030 AND 24.060; REPEALING IN THEIR ENTIRETY CURRENT ZONING REGULATION SECTIONS 17.030, 18.030 AND 24.060; ALL TO THE CODE OF ORDINANCES OF THE CITY OF GARDEN CITY, KANSAS" was read and considered section by section. Commissioner Dale moved to approve Ordinance No. 2746-2016. Commissioner Fankhauser seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Nay	Yea	Nay	Yea	Yea

The Governing Body considered the following bids to sell the property located at 1904 Crestway Drive.

Bidder	Amount	Comments
Ron Schreibvogel	\$51,101	Closing date – Nov. 30th
Jesse & Mary Doll	\$65,000	Any closing date
Steven Stucky	\$56,600	Closing date – Nov. 4 th

Commissioner Cessna moved to approve the bid from Jesse and Mary Doll in the amount of \$65,000 for the property located at 1904 Crestway Drive. 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 authorize a Public Hearing on November 15, 2016 at 1:30 p.m. for the amendment to the following funds in the 2016 Budget: TIF/RHID/CID, Capital Improvement Reserve, Finnup Trust, 12-6a13 Revolving, Special Recreation & Parks, and Airport Improvement. 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 the audit engagement letter prepared by Lewis, Hooper & Dick, LLC for December 31, 2016 through 2020. Commissioner Doll seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Yea	Yea

Commissioner Fankhauser moved to approve the following:

1. The Governing Body approved the First Lot Split of Lot 3, Lewis Industrial Subdivision.
2. The Governing Body approved a contract for professional engineering services between the City and Mid America Consultants, Inc.
3. The Governing Body approved the licenses for November 1, 2016.
4. Quit Claim Deed from Mary Orozco transferring Space 8, Lot 106, Zone C, of Sunset Memorial Gardens, to City of Garden City.

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

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

Chris Law, Mayor

ATTEST:

Celyn N. Hurtado, City Clerk

City Commission Reports

Commissioner Fankhauser attended the ribbon cutting event at the Finney County Community Services Building and stated it is very nice to have the consolidated County services in one building. Commissioner Fankhauser commended Alan Geier for all the work he has done in our community over the years. Commissioner Fankhauser congratulated Finance Director Hitz and her staff on receiving the Certificate of Excellence in Financial Reporting from the Government Finance Officers Association.

Commissioner Cessna echoed the thoughts of the Commissioner Fankhauser. Commissioner Cessna thanked the Garden City Fire Department for representing Garden City and more importantly fallen Firefighter Ron Peek at the recent 35th National Fallen Firefighters Memorial Ceremony in Emmitsburg, Maryland.

Commissioner Dale congratulated Finance Director Hitz and former Superintendent of Public Grounds Alan Geier and stated just another example of the great staff that the City employs. Commissioner Dale thanked the Fire Department Honor Guard that attended the 35th National Fallen Firefighters Memorial Ceremony and stated all first responders should visit Emmitsburg, Maryland.

Commissioner Doll thanked the Garden City Fire Department for representing Garden City and more importantly fallen Firefighter Ron Peek at the recent 35th National Fallen Firefighters Memorial Ceremony in Emmitsburg, Maryland. Commissioner Doll thanked and congratulated Finance Director Hitz and her staff for all their work they do to earn the Certificate of Excellence in Financial Reporting. Commissioner Doll congratulated Alan Geier and stated he has left his mark in all the parks in Garden City. Commissioner Doll reminded everyone that Saturday, November 3, 2016 was the Downtown Vision Art Banner Auction and that November 12, 2016 was the Veterans Day parade and fireworks.

Mayor Law stated that he would not be in attendance at the November 15, 2016 City Commission meeting. Mayor Law stated he appreciates the Garden City Fire Department for attending and representing Garden City and hopes that they don't have to attend again other than for support of the other departments. Mayor Law thanked the Garden City Telegram for helping organize the fireworks display on Veterans Day. Mayor Law congratulated Alan Geier and stated the naming of the park in his honor is very fitting. Mayor Law stated he received a letter from the Quakenbush family regarding street infrastructure and stated he appreciates the input from the community on city projects. Mayor Law congratulated Finance Director Hitz and staff on the recent Certificate of Excellence in Financial Reporting from the Government Finance Officers Association.

THE SPECIAL MEETING OF THE BOARD OF COMMISSIONERS

City of Garden City
November 10, 2016

The special meeting of the Board of Commissioners of the City of Garden City was held at 9:00 a.m. at the City Administrative Center on Thursday, November 10, 2016 with all members present except Commissioner Fankhauser. Mayor Law opened the meeting.

Mayor Law read the Call for Special Meeting, which was signed by all the Commissioners present.

Ryan McCune with ASM Engineering and Jim Orr with TP&L spoke on the plans for the buffer area. Lori Carter, Tim Livermore, Dawn Schultz, Duane Geier, Lon Pishny and Christine Joy addressed the Governing Body regarding their opposition to the rezoning of the property.

City Attorney Grisell explained the options under K.S.A. 12-757(f)(1) to approve or override the recommendation from the Planning Commission. In order for the Governing Body to approve the recommendation of the Planning Commission a 3/4ths vote of all the members of the Governing Body is required. To override the recommendation of the Planning Commission, a 2/3rds vote of all the members of the Governing Body is required. Either way, with Commissioner Fankhauser abstaining, the vote must be 4-0. To return the matter back to the Planning Commission, with reasons included for resubmission to the Planning Commission, the required vote would be 3-1.

Ordinance No. 2747-2016, "AN ORDINANCE APPROVING THE REZONING OF LAND FROM "I-3" HEAVY INDUSTRIAL DISTRICT, FINNEY COUNTY, KANSAS TO "I-3" HEAVY INDUSTRIAL DISTRICT, GARDEN CITY, KANSAS; AND APPROVING THE REZONING OF LAND FROM "A" AGRICULTURAL DISTRICT, FINNEY COUNTY, KANSAS TO "I-3" HEAVY INDUSTRIAL DISTRICT, GARDEN CITY, KANSAS; AMENDING THE ZONING ORDINANCE, THE COMPREHENSIVE PLAN OF THE CITY, AND THE DISTRICT ZONING MAP OF THE CITY; REPEALING THE CURRENT ZONING ORDINANCE, COMPREHENSIVE PLAN, AND DISTRICT ZONING MAP; ALL TO THE CODE OF ORDINANCES OF THE CITY OF GARDEN CITY, KANSAS" was read and considered section by section. Commissioner Dale moved to approve Ordinance No. 2747-2016. Commissioner Doll seconded the motion. The vote was taken by yeas and nays and recorded as follows:

Cessna	Dale	Doll	Fankhauser	Law
Yea	Yea	Yea	Absent	Yea

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

Chris Law, Mayor

ATTEST:

Celyn N. Hurtado, City Clerk

Petitions



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Michael D. Utz, Chief of Police
DATE: November 15, 2016
RE: Recognition of the Fall 2016 Citizens Police Academy participants.

ISSUE:

The Garden City Police Department would like to recognize the participants who completed the Fall 2016 Citizens Police Academy. The participants are:

Eagaly Diaz	David Duran
Amy Ortiz	Chris Sondergaard
Andrew Hawkins	Shirley Wheeler
Alisha Wehkamp	

BACKGROUND:

The Citizens Police Academy is a seven week program designed to provide working knowledge and background of the Garden City Police Department. Over the course of the seven weeks student's observe various demonstrations to include SWAT, crime scene processing, canines as well as have the opportunity to tour the Law Enforcement Center, attend lectures and go on ride-alongs with officers.

ALTERNATIVES:

None.

RECOMMENDATION:

None.

FISCAL NOTE:

None.

Report of the City Manager

Staff Reports



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Kaleb Kentner, Neighborhood & Development Services Director
DATE: November 15, 2016
RE: September 2016 Building Report from Neighborhood & Development Services

ISSUE:

Presentation of the September 2016 Building Report from Neighborhood & Development Services.

BACKGROUND:

Attached is the Neighborhood & Development Services Building Report for September 2016.

ALTERNATIVES:

None.

RECOMMENDATION:

None.

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
September 2016 Building Report	11/9/2016	Backup Material

Neighborhood & Development Services

Building Report

September 2016



GARDEN CITY

2016 MONTHLY BUILDING REPORT

2016 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (two or more attached dwellings)	Residential Remodel Permits	Commercial Permits	Industrial Permits	Commercial & Industrial Remodel Permits	Misc. Permits (Utility, Religious, Public or Non-Profit)	Total Fee, Permits & Valuation	Total Number of Inspections
JAN	FEE	1,846.00	346.00	-	2,041.00	3,140.00	-	943.00	-	8,316.00	178
	PERMITS	2	1	-	45	2	-	14	-	64	
	VALUATION	430,000	58,000	-	217,885	639,000	-	112,955	-	1,457,840	
FEB	FEE	-	-	-	3,368.00	220.00	-	2,466.50	58.00	6,112.50	122
	PERMITS	-	-	-	63	1	-	31	4	99	
	VALUATION	-	-	-	282,369	50,000	-	298,790	2,200	633,359	
MAR	FEE	355.00	3,134.00	-	3,909.00	3,114.00	-	4,242.25	29.00	14,783.25	282
	PERMITS	1	3	-	103	3	-	36	2	148	
	VALUATION	59,597	536,190	-	281,057	654,900	-	478,513	17,000	2,027,257	
APR	FEE	834.60	391.00	-	4,891.50	1,192.50	-	27,990.25	58.00	35,357.85	229
	PERMITS	1	1	-	84	3	-	28	4	121	
	VALUATION	188,220	67,500	-	661,999	198,500	-	11,861,050	78,694	13,055,963	
MAY	FEE	4,940.00	600.00	-	6,876.00	9,760.00	-	5,627.00	3,112.00	30,915.00	384
	PERMITS	5	3	-	120	1	-	16	8	153	
	VALUATION	1,158,197	102,900	-	826,178	380,000	-	1,281,307	2,640,894	6,389,476	
JUN	FEE	2,017.00	433.00	-	6,752.00	377.00	105.00	4,706.00	229.00	14,619.00	276
	PERMITS	3	2	-	128	1	1	29	3	167	
	VALUATION	455,400	75,900	-	547,119	55,722	20,000	783,507	44,500	1,982,148	
JUL	FEE	634.00	226.00	440.00	3,815.00	462.00	-	4,646.00	-	10,223.00	124
	PERMITS	2	1	1,2	95	1	-	35	-	135	
	VALUATION	252,000	25,400	70,000	260,297	75,000	-	729,135	-	1,411,832	
AUG	FEE	1,925.00	134.00	-	4,321.00	75.00	-	3,493.00	-	9,948.00	135
	PERMITS	2	2	-	84	1	-	30	-	119	
	VALUATION	473,000	23,600	-	368,555	75	-	447,231	-	1,312,461	
SEP	FEE		610.00		5,898.00	32,137.00		958.00		39,603.00	184
	PERMITS		4		110	4		18		136	
	VALUATION		95,500		517,751	13,686,600		62085		14,361,936	
OCT	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
NOV	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
DEC	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
2016 TOTAL PERMITS		16	17	1-2	832	17	1	237	21	169,877.60 1142 42,632,272	1914

councildistrict	permitttype	address	amount	value	purpose	structure	projectdescription
Garden City	PLUMBING	1501 East MARY	32	910	Plumbing	Commercial/Industrial Remodel	INSTALL 50 GALLON(100,000 BTU) NAT GAS WATER HEATER
Garden City	MECHANICAL	3415 North VFW Road	29	1947	Mechanical	Residential Remodel	REPLACE NORTH AIR CONDITIONER
Garden City	MECHANICAL	1404 MARY	130	9550	Mechanical	Commercial/Industrial Remodel	INSTALL(REPLACE) 4 TON AIR CONDITIONERS AND 5 TON COILS
Garden City	ELECTRICAL	201 CARTER Drive	0	4500	Electrical	Commercial/Industrial Remodel	POWER TO HOUSE BARN & ADD LIGHTS & OUTLETS
Garden City	PLUMBING	105 FOURTH	29	300	Plumbing	Residential Remodel	REMOVE & REPLACE W/NEW 40 GALLON WATER HEATER
Garden City	PLUMBING	1710 CENTER	29	800	Plumbing	Residential Remodel	REPLACE W/NEW 40 GALLON WATER HEATER
Garden City	BUILDING PERMIT	709 COLE Circle	29	3000	Building	Residential Remodel	PATIO/OVER HANG ADD ON
Garden City	ELECTRICAL	706 SEVENTH	29	500	Electrical		MOVE METER & MAIN DISCONNECT FOR HOUSE ADDITION
Garden City	BUILDING PERMIT	2012 ANTLER RIDGE	200	40000	Building	Residential Remodel	INSTALL REPLACEMENT WINDOWS AND PATIO DOORS
Garden City	SIGN PERMIT	1408 FULTON	75	75	Wall Sign	Commercial/Industrial Remodel	PERMANENT SIGN
Garden City	PLUMBING	2320 IDLEWILD	56	4000	Plumbing	Residential Remodel	UNDERGROUNG IRRIGATION SYSTEM
Garden City	PLUMBING	806 CENTER	29	910	Plumbing	Residential Remodel	INSTALL 50 GALLON NAT GAS WATER HEATER
Garden City	GAS	2205 EIGHTH	29	600	Gas Permit	Residential Remodel	GAS PRESSURE TEST
Garden City	BUILDING PERMIT	906 EVANS	56	3500	Building	Residential Remodel	SIDING TO HOME & REPLACE & REMOVE SHINGLES
Garden City	MECHANICAL	3201 YELLOWSTAR	56	3883	Mechanical	Residential Remodel	REPLACE AIR CONDITIONER FLAG#427946
Garden City	BUILDING PERMIT	2900 CAMPUS DR	27310	1.25E+07	Building	New Commercial	NEW SENIOR LIVING CENTER
Garden City	SIGN PERMIT	511 East KANSAS	75	75	Wall Sign	Commercial/Industrial Remodel	SIGN REPAIR/REPLACEMENT
Garden City	PLUMBING	3301 EAGLE Street	56	6000	Plumbing	Residential Remodel	INSTALL A SPRINKLER SYSTEM
Garden City	DEMO PERMIT	1209 HATTIE	30	0	Demo	Residential Remodel	GARAGE DEMOLITION
Garden City	UTILITY	3301 EAGLE Street	4002.85	0	Plumbing	Residential Remodel	1.5 INCH IRRIGATION METER
Garden City	BUILDING PERMIT	4101 East HWY 50 #377	29	300	Building	Residential Remodel	CONCRETE PAD ONLY 16X1
Garden City	BUILDING PERMIT	619 ELEVENTH Street	29	600	Building	Residential Remodel	REPLACING WINDOWS
Garden City	BUILDING PERMIT	1017 North ELEVENTH	29	600	Building	Residential Remodel	REPLACE WINDOWS
Garden City	BUILDING PERMIT	2306 GRANDVIEW EAST	448.5	75000	Building	Residential Remodel	REDO KITCHEN AND FLOORING
Garden City	BUILDING PERMIT	710 SEVENTH	105	20000	Building	Residential Remodel	ADDING A SUN ROOM
Garden City	BUILDING PERMIT	2215 ANDOVER	56	6000	Building	Residential Remodel	REMOVE ONE LAYER & INSTALL 30YR LAMINATE
Garden City	BUILDING PERMIT	1101 1/2 North TAYLOR	32	1500	Building	Commercial/Industrial Remodel	NEW PRIVATE RESTROOM
Garden City	BUILDING PERMIT	1103 FULTON	62	4500	Building	Commercial/Industrial Remodel	ADDING CONCRETE TO A PARKING LOT
Garden City	BUILDING PERMIT	4101 East HWY 50	29	328	Building	Residential Remodel	METAL STORAGE BUILDING 8"X6"
Garden City	PLUMBING	1201 PARKWOOD	29	300	Plumbing		REPLACE WATER LINE
Garden City	PLUMBING	1213 OLD MANOR	29	800	Plumbing	Residential Remodel	REPLACE 40 GALLON WATER HEATER
Garden City	MECHANICAL	907 EVANS	56	3800	Mechanical	Residential Remodel	CHANGE OUT 75K 80% FURNACE AND 2 1/2 TON A/C
Garden City	BUILDING PERMIT	617 SARAH	29	500	Building	Residential Remodel	BUILD A HANDICAP RAMP
Garden City	BUILDING PERMIT	1406 KINGBURY	105	10000	Building	Residential Remodel	REMODEL MASTERBATH
Garden City	BUILDING PERMIT	1001 EIGHTH	29	2000	Building	Residential Remodel	UPGRADE SERVICE PANEL AND PLUMBING FIXTURES
Garden City	BUILDING PERMIT	1220 MULBERRY	29	1500	Building	Residential Remodel	REPLACE SHINGLES
Garden City	PLUMBING	1911 East KANSAS	62	5000	Plumbing		INSTALL 100 GALLON NAT GAS WATER HEATER
Garden City	BUILDING PERMIT	2522 TAYLOR	130	10000	Building	Commercial/Industrial Remodel	REPLACE FUEL DISPENSERS
Garden City	BUILDING PERMIT	2002 LABRADOR	4532	1186000	Building	New Commercial	NEW NURSING HOMES (HOME PLUS BUILDINGS)
Garden City	BUILDING PERMIT	504 North THIRTEENTH	105	10000	Building	Residential Remodel	INSTALL SIDING ON EXISTING HOME REMOVE AND REPLACE GAS LINE, DRAIN LINE, FLOOR JOUST, REPLACE WATER LINE IN BASEMENT, FRAMING AND FINISH BELOW KITCHEN, PLUMBING BELOW KITCHEN, ELECTRICAL REPAIRS(BASEMENT) FRAME STAIRWAY AND WALL
Garden City	BUILDING PERMIT	3633 AMY	56	3753.2	Building	Residential Remodel	NEW FENCE 6'
Garden City	BUILDING PERMIT	3629 AMY	56	3753.2	Building	Residential Remodel	NEW FENCE 6'
Garden City	BUILDING PERMIT	3621 AMY	56	3753.2	Building	Residential Remodel	NEW FENCE 6'
Garden City	BUILDING PERMIT	3617 AMY	56	3753.2	Building	Residential Remodel	NEW FENCE 6'
Garden City	BUILDING PERMIT	3613 AMY	56	3753.2	Building	Residential Remodel	NEW FENCE 6'
Garden City	BUILDING PERMIT	3505 AMY	56	3753.2	Building	Residential Remodel	NEW FENCE 6'
Garden City	BUILDING PERMIT	3501 AMY	56	3753.2	Building	Residential Remodel	NEW FENCE 6'
Garden City	BUILDING PERMIT	3609 AMY	56	3753.2	Building	Residential Remodel	NEW FENCE 6'
Garden City	BUILDING PERMIT	3605 AMY	56	3753.2	Building	Residential Remodel	NEW FENCE 6'
Garden City	BUILDING PERMIT	910 THIRTEENTH	56	5500	Building	Residential Remodel	DRIVEWAY & DRIVEWAY APPROACH AND ADDING A FRONT PORCH AND GARAGE FLOOR
Garden City	BUILDING PERMIT	3775 PORTERHOUSE	29	3000	Building	Residential Remodel	REMOVE GARAGE DOOR AND ADD WINDOWS TO CREATE A LIVING ROOM

Garden City	DEMO PERMIT	705 North SIXTH ST	30	30	Demo	Residential Remodel	TEAR DOWN TWO ACCESSORY STRUCTURES
Garden City	BUILDING PERMIT	2103 ARAPAHO	29	2000	Building	Residential Remodel	BUILDING A DECK
Garden City	BUILDING PERMIT	102 SECOND	56	5800	Building	Residential Remodel	6FT CHAIN LINK FENCE
Garden City	BUILDING PERMIT	212 SECOND	56	5450	Building	Residential Remodel	WINDOW REPLACEMENT
Garden City	BUILDING PERMIT	1201 PATS	29	1500	Building	Residential Remodel	FENCE REPLACEMENT CONCRETE BLOCK- INCREASE EXISTING HEIGHT
Garden City	BUILDING PERMIT	617 TWELFTH	56	5000	Building	Residential Remodel	BUILD CAR PORT 12'X54'
Garden City	GAS	1017 North ELEVENTH	29	160	Gas Permit	Residential Remodel	GAS PRESSURE TEST
Garden City	BUILDING PERMIT	1004 HAMLIN	29	2000	Building	Residential Remodel	REPAIR BROKEN DOWN CONCRETE DRIVEWAY
Garden City	BUILDING PERMIT	711 FULTON	56	4661	Building		REPLACE OLD WINDOWS
Garden City	BUILDING PERMIT	1809 pawnee	29	2956	Building	Residential Remodel	install 2 replacement windows
Garden City	BUILDING PERMIT	1108 chestnut	29	500	Building	Residential Remodel	cement slab 13x20
Garden City	BUILDING PERMIT	2715 fleming	29	800	Building		90' of sidewalk north of the house
Garden City	PLUMBING	514 garden	29	895	Plumbing		40 gallon water heater
Garden City	PLUMBING	2409 ESTES Court	29	300	Plumbing	Residential Remodel	INSTALL 50 GALLON WATER HEATER
Garden City	MECHANICAL	1414 North THIRD	56	4600	Mechanical	Residential Remodel	CHANGE OUT 70K 92% FURNACE / 3 TON AC
Garden City	MECHANICAL	1622 CENTER	105	8000	Mechanical	Residential Remodel	INSTALL NEW FURNACE, COIL & AC
Garden City	BUILDING PERMIT	4101 East HWY 50 #478	29	800	Building	Residential Remodel	STORAGE SHED - MUST BE 10' AWAY FROM ALL OTHER STRUCTURES
Garden City	BUILDING PERMIT	903 inge	29	3000	Building	Residential Remodel	6 foot wood fence - fence must be 3' or 70% visible from front of the building to the property line
Garden City	BUILDING PERMIT	2210 GLENWOOD Drive	105	10000	Building	Residential Remodel	6' CEDAR FENCE WITH CONCRETE FOOTING
Garden City	BUILDING PERMIT	405 West CHESTNUT	29	2500	Building	Residential Remodel	NEW WINDOWS
Garden City	SIGN PERMIT	103 East WALNUT	0	0	Pole Sign	Commercial/Industrial Remodel	PORTERS FLOWERS & GIFTS - FACE REPLACEMENT
Garden City	SIGN PERMIT	312 North EIGHTH	75	0	Wall Sign	Commercial/Industrial Remodel	CALDWELL BANKER THE REAL ESTATE SHOPPE - NEW WALL SIGN
Garden City	PLUMBING	2210 GLENWOOD Drive 67846	56	5800	Plumbing	Residential Remodel	INSTALL UNDERGROUND SPRINKLER SYSTEM
Garden City	PLUMBING	2801 North BROADMOOR PL	29	910	Plumbing	Residential Remodel	INSTALL 50 GALLON NAT GAS WATER HEATER
Garden City	PLUMBING	1808 PATS	29	600	Plumbing	Residential Remodel	UNDERGROUND WATERLINE
Garden City	GAS	2601 West MARY #508	42	700	Gas Permit	Residential Remodel	GAS PRESSURE TEST
Garden City	BUILDING PERMIT	2014 OLD MANOR	29	1500	Building	Residential Remodel	PORCH (COVER OVER EXISTING PATIO)
Garden City	BUILDING PERMIT	3617 WESTPORT	56	5000	Building	Residential Remodel	STUCCO AND STONE FRONT AND BOTH SIDES OF HOUSE
Garden City	BUILDING PERMIT	1010 FIFTH	105	8613.25	Building	Residential Remodel	REROOF
Garden City	BUILDING PERMIT	404 FOLTZ	29	3000	Building	Residential Remodel	FENCE (WOOD WITH STEEL BEAMS)
Garden City	BUILDING PERMIT	2101 GRANDVIEW	0	0			REMOVE EXISTING ROOFING MATERIAL TO THE DECK & REPLACE W/LAMINATE SHINGLES
Garden City	BUILDING PERMIT	919 DAVIS	29	1000	Building	Residential Remodel	ADDING A SHED TO BACKYARD
Garden City	BUILDING PERMIT	2601 West MARY #322	105	12000	Building	SF Manufactured (HUD Standards)	INSTALLING A NEW MOBILE HOME
Garden City	BUILDING PERMIT	1804 GRANDVIEW	105	15189.12	Building	Residential Remodel	REMOVE EXISTING ROOFING MATERIAL TO THE DECK & REPLACE WITH LAMINATE SHINGLES
Garden City	BUILDING PERMIT	2101 GRANDVIEW EAST	105	16402.6	Building	Residential Remodel	REMOVE EXISTING ROOFING MATERIAL TO THE DECK & REPLACE WITH LAMINATE SHINGLES
Garden City	BUILDING PERMIT	401 HUDSON	29	2500	Building	Residential Remodel	FOOTER IN BASEMENT TO MAKE CEILING TALLER
Garden City	BUILDING PERMIT	709 SANTA FE	29	300	Building	Residential Remodel	PLACING FORMS TO THE FRONT ENTRANCE OF HOUSE
Garden City	BUILDING PERMIT	1601 East MARY	220	0	Building	New Commercial	INTERIOR BUILD OUT UNITS 3-4
Garden City	BUILDING PERMIT	701 East FULTON	32	800	Building	Commercial/Industrial Remodel	8X8 CONCRETE PAD
Garden City	SIGN PERMIT	1680 LAREU	75	75	Wall Sign		MATTRESS HUB SIGN SUITE 200
Garden City	ELECTRICAL	2901 North THIRD	0	2800	Electrical	Commercial/Industrial Remodel	RUN POWER TO FOUNTAIN & SPRINKLER TIMER
Garden City	MECHANICAL	502 TENTH	56	4743	Mechanical	Residential Remodel	REPLACE FURNACE AND EVAPORATOR COIL
Garden City	BUILDING PERMIT	2319 TONIO	29	1800	Building	Residential Remodel	PATIO-REPLACE EXISTING SLAB
Garden City	BUILDING PERMIT	2312 HERITAGE AVE	29	2000	Building	Residential Remodel	ADDITION TO DRIVEWAY
Garden City	BUILDING PERMIT	107 WALNUT	29	1500	Building	Residential Remodel	CONCRETE DRIVEWAY REMOVE AND REPLACE
Garden City	SIGN PERMIT	905 East KANSAS	75	600	Pole Sign	New Commercial	ELKS 1404 NEW PERMANENT SIGN
Garden City	GAS	1515 North THIRTEENTH	29	300	Gas Permit	Residential Remodel	GAS PRESSURE TEST
Garden City	BUILDING PERMIT	2307 JONES	130	17500	Building	Residential Remodel	7KW SOLAR PANEL SYSTEM GROUND MOUNT
Garden City	BUILDING PERMIT	308 West CAMPBELL	130	8000	Building	Residential Remodel	ADDING A 2 CAR GARAGE

HOLCOMB

2016 MONTHLY BUILDING REPORT

2016 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (two or more attached dwellings)	Residential Remodel Permits	Commercial Permits	Industrial Permits	Commercial & Industrial Remodel Permits	Misc. Permits (Utility, Religious, Public or Non-Profit)	Total Fee, Permits & Valuation	Total Number of Inspections
JAN	FEE	-	-	-	197.00	-	-	-	-	197.00	4
	PERMITS	-	-	-	5	-	-	-	-	5	
	VALUATION	-	-	-	6,748	-	-	-	-	6,748	
FEB	FEE	-	-	-	317.00	-	-	195.00	-	512.00	9
	PERMITS	-	-	-	1	-	-	1	-	2	
	VALUATION	-	-	-	28,500	-	-	18,400	-	46,900	
MAR	FEE	-	-	996.00	479.00	-	-	75.00	-	1,550.00	32
	PERMITS	-	-	1,2	8	-	-	1	-	9	
	VALUATION	-	-	13,350	23,742	-	-	0	-	37,092	
APR	FEE	1,266.00	-	1,469.00	391.00	-	-	42.00	-	3,168.00	51
	PERMITS	1	-	1, 3	4	-	-	1	-	6	
	VALUATION	309,600	-	303,030	292,250	-	-	1,000	-	905,880	
MAY	FEE	-	-	-	852.00	-	-	-	-	852.00	4
	PERMITS	-	-	-	10	-	-	-	-	10	
	VALUATION	-	-	-	45,220	-	-	-	-	45,220	
JUN	FEE	-	-	-	328.00	-	-	-	-	328.00	6
	PERMITS	-	-	-	6	-	-	-	-	6	
	VALUATION	-	-	-	15,645	-	-	-	-	15,645	
JUL	FEE	-	-	-	667.00	-	-	-	-	667.00	5
	PERMITS	-	-	-	10	-	-	-	-	10	
	VALUATION	-	-	-	32,264	-	-	-	-	32,264	
AUG	FEE	-	-	-	513.00	-	-	-	3,718.00	4,231.00	21
	PERMITS	-	-	-	6	-	-	-	1	7	
	VALUATION	-	-	-	56,950	-	-	-	857,000	913,950	
SEP	FEE	2,227.00	-	-	623.00	-	-	4,355.00	-	7,205.00	16
	PERMITS	1	-	-	6	-	-	2	-	9	
	VALUATION	474,000	-	-	32,000	-	-	999,275	-	1,505,275	
OCT	FEE	-	-	-	-	-	-	-	-	0.00	
	PERMITS	-	-	-	-	-	-	-	-	0	
	VALUATION	-	-	-	-	-	-	-	-	0	
NOV	FEE	-	-	-	-	-	-	-	-	0.00	
	PERMITS	-	-	-	-	-	-	-	-	0	
	VALUATION	-	-	-	-	-	-	-	-	0	
DEC	FEE	-	-	-	-	-	-	-	-	0.00	
	PERMITS	-	-	-	-	-	-	-	-	0	
	VALUATION	-	-	-	-	-	-	-	-	6	
2016 TOTAL PERMITS		2	0	2-5	56	0	0	5	1	18,710.00	148
64											
3,508,974											

councildistrict	permitttype	address	amount	value	purpose	structure	projectdescription
Holcomb	BUILDING PERMIT	702 LAURA	156	6500	Building		REMOVE AND REPLACE ROOF
Holcomb	BUILDING PERMIT	107 VERNA	95	4000	Building	Residential Remodel	COVERED PATIO PANEL WALL/WINDOWS
Holcomb	BUILDING PERMIT	102 JO ELLA	223	7000	Building		DECK UNATTACHED TO HOME
Holcomb	BUILDING PERMIT	109 MAIN	56	5000	Building	Residential Remodel	INSTALL 60 MIL TPO ROOF SYSTEMS
Holcomb	BUILDING PERMIT	3105 IBP RD	3620	864140	Building	Commercial/Industrial Remodel	REMOVE AND REPLACE TEMPERING COOLER ROOFING (570 SQUARES)
Holcomb	BUILDING PERMIT	302 WILEY	69	4000	Building	Residential Remodel	REPLACE ROTTED DECKING & SHINGLES (18.3 SQUARES)
Holcomb	BUILDING PERMIT	101 JEREMY	223	10000	Building	Residential Remodel	SIDING
Holcomb	BUILDING PERMIT	202 JENNY	125	6000	Building	Residential Remodel	SIDING
Holcomb	BUILDING PERMIT	905 LAURA	2227	474000	Building	SF Residential Includes Modular	NEW SINGLE FAMILY HOME
Holcomb	PLUMBING	600 North JONES	735	135135	Plumbing	Commercial/Industrial Remodel	REMOVE HOT WATER BOILER AND REPLACE W/4 NEW 800,000 BTO BOILERS
Holcomb	BUILDING PERMIT	601 HAELI	55	3000	Building	Residential Remodel	NEW FENCE 6'

FINNEY COUNTY

2016 MONTHLY BUILDING REPORT

2016 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (two or more attached dwellings)	Residential Remodel Permits	Commercial Permits	Industrial Permits	Commercial & Industrial Remodel Permits	Misc. Permits (Utility, Religious, Public or Non-Profit)	Total Fee, Permits & Valuation	Total Number of Inspections
JAN	FEE	2,806.00	452.00	-	3,136.00	-	-	568.00	-	6,962.00	71
	PERMITS	1	2	-	8	-	-	5	-	16	
	VALUATION	765,000	59,800	-	628,400	-	-	58,250	-	1,511,450	
FEB	FEE	1,480.40	497.00	-	2,707.60	-	-	575.00	-	5,260.00	69
	PERMITS	1	1	-	13	-	-	1	-	16	
	VALUATION	326,000	79,002	-	458,460	-	-	100,000	-	963,462	
MAR	FEE	-	1,209.40	-	5,063.00	6,560.00	-	410.00	-	13,242.40	62
	PERMITS	-	2	-	43	1	-	4	-	50	
	VALUATION	-	228,605	-	474,706	2,200,000	-	28,500	-	2,931,811	
APR	FEE	1,574.20	236.00	-	6,318.40	-	-	1,898.50	-	10,027.10	95
	PERMITS	1	1	-	55	-	-	4	-	61	
	VALUATION	387,600	17,300	-	585,333	-	-	312,500	-	1,302,733	
MAY	FEE	1,207.00	131.00	-	3,461.00	-	-	473.00	-	5,272.00	67
	PERMITS	1	1	-	40	-	-	3	-	45	
	VALUATION	280,000	9,000	-	271,613	-	-	34,914	-	595,527	
JUN	FEE	1,022.00	-	-	3,078.00	-	-	552.00	-	4,652.00	48
	PERMITS	1	-	-	29	-	-	8	-	38	
	VALUATION	205,920	-	-	290,385	-	-	89,450	-	585,755	
JUL	FEE	381.00	-	-	3,370.00	-	-	1,234.00	-	4,985.00	65
	PERMITS	1	-	-	26	-	-	8	-	35	
	VALUATION	60,000	-	-	409,900	-	-	162,500	-	632,400	
AUG	FEE	5,795.00	226.00	-	2,411.00	-	-	104.00	-	8,536.00	63
	PERMITS	4	1	-	26	-	-	2	-	33	
	VALUATION	1,458,003	30,000	-	210,210	-	-	4,400	-	1,702,613	
SEP	FEE	1,219.00	629.00	-	723.00	0.00	-	616.00	-	3,187.00	20
	PERMITS	2	2	-	12	0	-	3	-	19	
	VALUATION	240,640	94,514	-	43,950	0	-	75,174	-	454,278	
OCT	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
NOV	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
DEC	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
2016 TOTAL PERMITS		10	7	0	231	1	0	32	0	62,123.50 313 10,680,029	560

council/district	permittype	address	amount	value	purpose	structure	project/description
Finney County	BUILDING PERMIT	2970 ANDERSON LOT 16	131	7000	Building	SF Manufactured (HUD Standards)	SF MANUFACTURED INSTALL 1995 MOBILE HOME
Finney County	BUILDING PERMIT	3755 North BLUESTEM Drive	1177	239940	Building	SF Residential Includes Modular	NEW SINGLE FAMILY HOME
Finney County	BUILDING PERMIT	3614 WESPORT	29	1000	Building	Residential Remodel	NEW DRIVE WAY
Finney County	ELECTRICAL	1724 LINCOLN	143	7000	Electrical		LINE EXTENSION TO RUN EQUIPMENT
Finney County	PLUMBING	2601 West MARY #508	42	400	Plumbing		WATER AND SEWER CONNECTION
Finney County	BUILDING PERMIT	6122 WELDON	42	600	Building	Residential Remodel	6' WOOD FENCE
Finney County	ELECTRICAL	8220 East HWY 50	453	70000	Electrical	Commercial/Industrial Remodel	INSTALLING A 600 AMP SERVICE FOR GROUND PILE, WIRING FOR FANS & BELT LOADER
Finney County	BUILDING PERMIT	1809 pawnee	29	0	Building	Residential Remodel	install 2 replacement windows
Finney County	PLUMBING	2970 anderson #22	42	600	Plumbing	Residential Remodel	water line from meter to shut off
Finney County	MECHANICAL	5885 SKYLINE	69	3100	Mechanical	Residential Remodel	INSTALL COIL & 13 SEER AIR CONDITIONER
Finney County	BUILDING PERMIT	3251 South HWY 83	118	19800	Building	Residential Remodel	REMOVE & REPLACE ROOF (71.4 SQUARES)
Finney County	GAS	3790 West JONES Avenue	42	600	Gas Permit	Residential Remodel	REPLACE GAS LINE & GAS PRESSURE TEST
Finney County	BUILDING PERMIT	1545 South RACEWAY	403.5	65000	Building	SF Manufactured (HUD Standards)	INSTALL 2015 MOBILE HOME
Finney County	BUILDING PERMIT	3013 OLLER RD	55	1000	Building	Residential Remodel	ADDING A NEW DRIVEWAY
Finney County	BUILDING PERMIT	105 DURHAM	131	11000	Building	Residential Remodel	REMOVE SHINGLES & INSTALL CLASS 4 D.R. SHINGLES
Finney County	MECHANICAL	3100 SIX	69	4550	Mechanical	Residential Remodel	REPLACE FURNACE #427508
Finney County	BUILDING PERMIT	6022 East WATERHOLE DR.	226	29514	Building	SF Manufactured (HUD Standards)	INSTALLING MOBILE HOME YR 1996
Finney County	SIGN PERMIT	900 South FARMLAND	88	75	Wall Sign	Commercial/Industrial Remodel	NEW SIGN PERMIT
Finney County	GAS	4160 LAMONTE	42	200	Gas Permit	Residential Remodel	GAS PRESSURE TEST
Finney County	BUILDING PERMIT	7630 HIGHWAY 50	116.5	28000	Building		ADDING 3 ANTENNAS AND OTHER TOWER RELATED EQUIPMENT TO EXISTING FACILITY
Finney County	BUILDING PERMIT	3120 MASON	55	1500	Building	Residential Remodel	DRIVEWAY AND STEPS TO THE BACK DOOR
Finney County	ELECTRICAL	2970 North ANDERSON	42	700	Electrical	SF Residential Includes Modular	CONNECT ELECTRICAL SERVICE TO MOBILE HOME
Finney County	PLUMBING	740 PARALLEL	75	5099	Plumbing	Commercial/Industrial Remodel	INSTALL 1 1/2" WATER SERVICE



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Kaleb Kentner, Neighborhood & Development Services Director
DATE: November 15, 2016
RE: October 2016 Building Report from Neighborhood & Development Services

ISSUE:

Presentation of the October 2016 Building Report from Neighborhood & Development Services.

BACKGROUND:

Attached is the Neighborhood & Development Services Building Report for October 2016.

ALTERNATIVES:

None.

RECOMMENDATION:

None.

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
October 2016 Building Report	11/9/2016	Backup Material

Neighborhood & Development Services

Building Report

October 2016



GARDEN CITY

2016 MONTHLY BUILDING REPORT

2016 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (two or more attached dwellings)	Residential Remodel Permits	Commercial Permits	Industrial Permits	Commercial & Industrial Remodel Permits	Misc. Permits (Utility, Religious, Public or Non-Profit)	Total Fee, Permits & Valuation	Total Number of Inspections
JAN	FEE	1,846.00	346.00	-	2,041.00	3,140.00	-	943.00	-	8,316.00	178
	PERMITS	2	1	-	45	2	-	14	-	64	
	VALUATION	430,000	58,000	-	217,885	639,000	-	112,955	-	1,457,840	
FEB	FEE	-	-	-	3,368.00	220.00	-	2,466.50	58.00	6,112.50	122
	PERMITS	-	-	-	63	1	-	31	4	99	
	VALUATION	-	-	-	282,369	50,000	-	298,790	2,200	633,359	
MAR	FEE	355.00	3,134.00	-	3,909.00	3,114.00	-	4,242.25	29.00	14,783.25	282
	PERMITS	1	3	-	103	3	-	36	2	148	
	VALUATION	59,597	536,190	-	281,057	654,900	-	478,513	17,000	2,027,257	
APR	FEE	834.60	391.00	-	4,891.50	1,192.50	-	27,990.25	58.00	35,357.85	229
	PERMITS	1	1	-	84	3	-	28	4	121	
	VALUATION	188,220	67,500	-	661,999	198,500	-	11,861,050	78,694	13,055,963	
MAY	FEE	4,940.00	600.00	-	6,876.00	9,760.00	-	5,627.00	3,112.00	30,915.00	384
	PERMITS	5	3	-	120	1	-	16	8	153	
	VALUATION	1,158,197	102,900	-	826,178	380,000	-	1,281,307	2,640,894	6,389,476	
JUN	FEE	2,017.00	433.00	-	6,752.00	377.00	105.00	4,706.00	229.00	14,619.00	276
	PERMITS	3	2	-	128	1	1	29	3	167	
	VALUATION	455,400	75,900	-	547,119	55,722	20,000	783,507	44,500	1,982,148	
JUL	FEE	634.00	226.00	440.00	3,815.00	462.00	-	4,646.00	-	10,223.00	124
	PERMITS	2	1	1,2	95	1	-	35	-	135	
	VALUATION	252,000	25,400	70,000	260,297	75,000	-	729,135	-	1,411,832	
AUG	FEE	1,925.00	134.00	-	4,321.00	75.00	-	3,493.00	-	9,948.00	135
	PERMITS	2	2	-	84	1	-	30	-	119	
	VALUATION	473,000	23,600	-	368,555	75	-	447,231	-	1,312,461	
SEP	FEE		610.00		5,898.00	32,137.00		958.00		39,603.00	184
	PERMITS		4		110	4		18		136	
	VALUATION		95,500		517,751	13,686,600		62085		14,361,936	
OCT	FEE	1,516.00	56.00		5,674.00		130.00	5,988.00		13,364.00	177
	PERMITS	2	1		85		1	42		131	
	VALUATION	333,000	4,000		696,061		17,000	937,020		1,987,081	
NOV	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
DEC	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
2016 TOTAL PERMITS		18	18	1-2	917	17	2	279	21	183,241.60	2091
1273											
44,619,353											

Council District	Permit Type	Address	Amount	Value	Purpose	Structure	Project Description
Garden City	GAS	504 North THIRTEENTH	29	800	Gas Permit	Residential Remodel	GAS PRESSURE TEST
Garden City	BUILDING PERMIT	950 North JENNIE BARKER #167	29	300	Building	Residential Remodel	ADDING A CARPORT
Garden City	SIGN PERMIT	908 North MAIN	0	0	Pole Sign	Commercial/Industrial Remodel	FACE REPLACEMENT FOR FIRST NATIONAL BANK-SYRACUSE
Garden City	PLUMBING	2703 TAYLOR AVE	32	800	Plumbing	Commercial/Industrial Remodel	REPLACE 40 GALLON WATER HEATER
Garden City	BUILDING PERMIT	1220 PARKWOOD	29	800	Building	Residential Remodel	10x 26 CONCRETE SLAB
Garden City	MECHANICAL	607 North FIRST	56	5197.88	Mechanical	Residential Remodel	REPLACE FURNACE
Garden City	MECHANICAL	1806 West KANSAS AVE-#H	29	2500	Mechanical	Residential Remodel	REPLACE FURNACE
Garden City	UTILITY	2002 LABRADOR	50	500	Electrical	Commercial/Industrial Remodel	ELECTRIC METER DEPOSIT
Garden City	SIGN PERMIT	1601 East MARY	0	0	Wall Sign	Commercial/Industrial Remodel	BELTONE HEARING CENTERS
Garden City	SIGN PERMIT	1215 FLEMING	75	0	Wall Sign	Commercial/Industrial Remodel	AAA LOANS LLC
Garden City	SIGN PERMIT	1601 East MARY STE B	0	0	Wall Sign	Commercial/Industrial Remodel	AFTERGLO REFACE PERMIT
Garden City	GAS	204 BURNSIDE	29	1000	Gas Permit	Residential Remodel	INSTALL A NEW GAS LINE AND PRESSURE TEST
Garden City	MECHANICAL	1211 RIDGEWOOD	29	2985	Mechanical	Residential Remodel	REPLACE FURNACE
Garden City	BUILDING PERMIT	405 FOLTZ	29	3000	Building	Residential Remodel	REPLACE A FENCE
Garden City	BUILDING PERMIT	2321 IDLEWILD Way	814.2	183000	Building	SF Residential Includes Modular	NEW SINGLE FAMILY HOME
Garden City	BUILDING PERMIT	2005 OLD MANOR	29	900	Building	Residential Remodel	FENCE REPLACEMENT 6'
Garden City	ELECTRICAL	1301 East KANSAS Avenue	0	7477	Electrical	Commercial/Industrial Remodel	MOVE 400 AMP SERVICE TO NEW TRANSFORMER
Garden City	PLUMBING	3107 YELLOWSTAR	29	500	Plumbing		INSTALLING WATER HYDRANT
Garden City	PLUMBING	2012 CENTER	29	900	Plumbing	Residential Remodel	INSTALL 50GALLON NG WATER HEATER
Garden City	GAS	1308 A	29	500	Gas Permit	Residential Remodel	GAS PRESSURE TEST
Garden City	BUILDING PERMIT	2125 BUFFALO HEIGHTS	105	17000	Building	Residential Remodel	RE-ROOF
Garden City	BUILDING PERMIT	3835 SCHULMAN	58	2500	Building	Residential Remodel	INSTALLING SIDING
Garden City	BUILDING PERMIT	2401 East KANSAS	220	50000	Building	Commercial/Industrial Remodel	ADDING A FAMILY RESTROOM TO AN EXISTING ROOM
Garden City	BUILDING PERMIT	309 MAIN	399.5	61000	Building	Commercial/Industrial Remodel	PREP FOR NEW TENANT
Garden City	BUILDING PERMIT	1904 North ELEVENTH	29	900	Building	Residential Remodel	EXTEND THE DRIVEWAY
Garden City	BUILDING PERMIT	2402 COMMANCHE	29	1544	Building	Residential Remodel	FENCE REPLACEMENT (6FT)
Garden City	SIGN PERMIT	1105 TAYLOR	75	0	Pole Sign	Commercial/Industrial Remodel	NEW SIGN 1 STOP WIRELESS REPAIR
Garden City	MECHANICAL	204 East BELLEVUE	29	1100	Mechanical	Residential Remodel	REPLACE A CONDENSER EVAPORATOR
Garden City	BUILDING PERMIT	2008 PINECREST	29	3000	Building	Residential Remodel	REPLACE ROOF
Garden City	BUILDING PERMIT	310 West KANSAS Avenue	220	50000	Building	Commercial/Industrial Remodel	INSTALL ICE HOUSE AMERICA ICE MACHINE
Garden City	BUILDING PERMIT	701 CONKLING	29	800	Building	Residential Remodel	CONCRETE SLAB
Garden City	BUILDING PERMIT	312 West MARY	105	8000	Building	Residential Remodel	BUILDING REPAIR (FRONT SIDE OF BUILDING)APT H3
Garden City	SIGN PERMIT	2595 North JENNIE BARKER	75	1100	Ground Sign	Commercial/Industrial Remodel	INSTALL A NEW SIGN
Garden City	PLUMBING	801 JENNY	29	750	Plumbing	Residential Remodel	REMOVE EXISTING WATER LINE AND REPLACE WITH A NEW ONE
Garden City	BUILDING PERMIT	106 STRATFORD	200	42132	Building	Residential Remodel	RE-ROOF
Garden City	BUILDING PERMIT	611 MAGNOLIA	29	500	Building	Residential Remodel	NEW FENCE 5'6"
Garden City	GAS	1210 FLEMING	32	1200	Gas Permit	Commercial/Industrial Remodel	BLACK HILLS RELOCATING GAS METER MODIFYING THE GAS LINE AND PRESSURE TESTING
Garden City	GAS	615 WHEATRIDGE	29	1746	Gas Permit	Residential Remodel	INSTALL GAS LOG SET #428817
Garden City	MECHANICAL	1713 PAWNEE	105	6493	Mechanical	Residential Remodel	REPLACE A FURNACE AND COIL
Garden City	MECHANICAL	1208 East SPRUCE	56	5199	Mechanical	Residential Remodel	REPLACE FURNACE AND AIR CONDITIONER #428805
Garden City	MECHANICAL	513 EIGHT	29	2412	Mechanical	Residential Remodel	REPLACE WALL FURNACE #428809
Garden City	MECHANICAL	1210 FLEMING	130	21985	Mechanical	Commercial/Industrial Remodel	REPLACE ROOF TOP UNIT #428836
Garden City	BUILDING PERMIT	1602 North THIRD	29	3000	Building	Residential Remodel	NEW FENCE (6 FT)
Garden City	BUILDING PERMIT	605 HARDING	29	900	Building	Residential Remodel	DRIVEWAY EXTENSION 43'X7'
Garden City	ELECTRICAL	1611 LABRADOR Boulevard	14.5	300	Electrical	Residential Remodel	ELECTRICAL SERVICE TO A SHED (FOUR OUTLETS)(PERMIT RENEWAL)
Garden City	BUILDING PERMIT	905 West CAMPBELL	29	400	Building	Residential Remodel	CONCRETE STAIRS
Garden City	BUILDING PERMIT	304 North NINTH	0	11500	Building	Commercial/Industrial Remodel	INSTALL A NEW KITCHENETTE/WALL
Garden City	BUILDING PERMIT	1331 LAREU	32	500	Building	Commercial/Industrial Remodel	STORAGE CONTAINER
Garden City	ELECTRICAL	2100 SHORTGRASS	0	1500	Electrical	Commercial/Industrial Remodel	NEW 100 AMP SERVICE
Garden City	PLUMBING	108 North TENTH Street	29	800	Plumbing	Residential Remodel	REMOVE & INSTALL NEW 30 GALLON WATER HEATER
Garden City	MECHANICAL	2404 LEE	56	5175	Mechanical	Residential Remodel	REPLACE 60,000 BTU FURNACE, 2 TON COIL, AND 2 TON AIR CONDITIONER
Garden City	MECHANICAL	201 NINTH Street	29	2395	Mechanical	Residential Remodel	REPLACE FURNACE WITH A 60000 BTU FURNACE
Garden City	UTILITY	1601 East MARY	400	1000	Electrical	Commercial/Industrial Remodel	1 METER 100AMP DEPOSIT
Garden City	BUILDING PERMIT	911 DAVIS	105	2100	Building	Residential Remodel	REROOF
Garden City	PLUMBING	1213 BELMONT	29	2500	Plumbing	Residential Remodel	REPLACE SEWER LINE
Garden City	GAS	2108 PARKWOOD	29	1200	Gas Permit	Residential Remodel	REROUTE GAS LINE TO GAS LEAK UNDERGROUND
Garden City	MECHANICAL	2308 LEE Avenue	56	3100	Mechanical	Residential Remodel	REPLACE FURNACE #428671
Garden City	MECHANICAL	2408 CASEY	105	6500	Mechanical	Residential Remodel	CHANGE OUT 90K 92% FURNACE AND 3 1/2 TON A/C
Garden City	UTILITY	1601 East MARY	400	2800	Electrical	Commercial/Industrial Remodel	1 METERS 200 AMP/240V FOR UNIT 4 DEPOSIT FEE
Garden City	DEMO PERMIT	2406 FLEMING	30	0	Demo	Commercial/Industrial Remodel	DEMOLISH STORAGE BUILDING ON PARKING LOT PROPERTY

Garden City	EXCAVATION	1208 East FULTON	29	900	Excavation	Commercial/Industrial Remodel	ADD A 6' CONCRETE FOR A NEW SIDEWALK
Garden City	EXCAVATION	520 DONNA AVE	56	4500	Excavation	Residential Remodel	STEM WALL AND DRIVEWAY
Garden City	SIGN PERMIT	2522 TAYLOR	75	3000	Wall Sign	Commercial/Industrial Remodel	REPAIR A SIGN
Garden City	SIGN PERMIT	719 KANSAS	75	55	Pole Sign	Commercial/Industrial Remodel	PERMANENT SIGN(NATURES WAY HEALTH FOOD)
Garden City	PLUMBING	1302 CLOUD Circle	29	500	Plumbing	Residential Remodel	INSTALL 50 GALLON NAT GAS WATER HEATER
Garden City	PLUMBING	108 DIAMOND HILL	210	8500	Plumbing	Residential Remodel	LAWN SPRINKLER SYSTEM(REPLACING LATERALS)
Garden City	MECHANICAL	401 East SPRUCE Street	862.5	170000	Mechanical	Commercial/Industrial Remodel	UPGRADES TO HVAC SYSTEM: REMOVING RTU SERVING IMAGING & PHRMACY AND REPLACING W/TWO UNITS
Garden City	UTILITY	1660 LAREU STE F	2602.85	0	Plumbing	Commercial/Industrial Remodel	1.50" METER FOR OSAKA RESTAURANT
Garden City	BUILDING PERMIT	1209 HATTIE Street	105	12000	Building	Residential Remodel	ROOM ADDITION TO HOME
Garden City	BUILDING PERMIT	216 North NINTH	485	80000	Building	Commercial/Industrial Remodel	REMOVE & INSTALL NEW KITCHEN APPLIANCES
Garden City	BUILDING PERMIT	1615 CRESTWAY	267.5	100000	Building	Residential Remodel	REMODELING HOME
Garden City	PLUMBING	909 THERON	29	1000	Plumbing	Residential Remodel	REPLACING WATER SERVICE
Garden City	MECHANICAL	606 PERSHING	821	185000	Mechanical	Residential Remodel	CHANGE OUT 60 FURNACES AND A/C UNITS
Garden City	SIGN PERMIT	312 East FINNUP DR Drive	0	0	Wall Sign		BOO AT THE ZOO BANNER
Garden City	PLUMBING	216 North MAIN	29	2500	Plumbing		PLUMBING FOR SINKS & BATHROOMS
Garden City	PLUMBING	1101 1/2 North TAYLOR	32	1200	Plumbing	Commercial/Industrial Remodel	INSTALL A NEW PLUMBING SYSTEM AND WATER HEATER
Garden City	ELECTRICAL	1101 MARY	32	0	Electrical	Commercial/Industrial Remodel	INSTALL 120 V OUTLETS IN NEW BAR
Garden City	DEMO PERMIT	330 HWY 83	30	0	Demo	Commercial/Industrial Remodel	DEMOLISH FARM INFRASTRUCTURE (GRAIN BINS)
Garden City	BUILDING PERMIT	910 THIRTEENTH	461	95940	Building	Residential Remodel	RENEWING HOUSE PERMIT
Garden City	BUILDING PERMIT	4101 East HWY 50 #113	29	29	Building	Residential Remodel	10X8 STORAGE SHED
Garden City	BUILDING PERMIT	407 CHESTNUT	29	400	Building	Residential Remodel	NEW SHED 8X10
Garden City	SIGN PERMIT	2502 JOHN	75	75	Wall Sign	Commercial/Industrial Remodel	REPAIR A SIGN
Garden City	SIGN PERMIT	1010 West MARY	75	75	Wall Sign	Commercial/Industrial Remodel	NEW SIGN EVERYDAY KIDS
Garden City	ELECTRICAL	608 THIRTEENTH	29	2000	Electrical	Residential Remodel	RELOCATE ELECTRICAL SERVICE AND ROUGH IN ELECTRICAL
Garden City	BUILDING PERMIT	325 MAIN	731.25	135000	Building	Commercial/Industrial Remodel	INTERIOR RENOVATION
Garden City	BUILDING PERMIT	2410 BELMONT	29	2500	Building	Residential Remodel	BUILDING A PORCH W/CEMENT FLOOR COVERED
Garden City	BUILDING PERMIT	516 North ELEVENTH	702	150000	Building	SF Residential Includes Modular	BUILD A HOME
Garden City	BUILDING PERMIT	2506 LAMPLIGHTER Lane	56	4000	Building	Residential Remodel	NEW FENCE (6FT)
Garden City	BUILDING PERMIT	410 MAGNOLIA	29	2200	Building	Residential Remodel	CHAIN FENCE (4FT)
Garden City	BUILDING PERMIT	403 HUDSON	29	3000	Building	Residential Remodel	REPLACING A FENCE

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2016 MONTHLY BUILDING REPORT

2016 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (two or more attached dwellings)	Residential Remodel Permits	Commercial Permits	Industrial Permits	Commercial & Industrial Remodel Permits	Misc. Permits (Utility, Religious, Public or Non-Profit)	Total Fee, Permits & Valuation	Total Number of Inspections
JAN	FEE	-	-	-	197.00	-	-	-	-	197.00	4
	PERMITS	-	-	-	5	-	-	-	-	5	
	VALUATION	-	-	-	6,748	-	-	-	-	6,748	
FEB	FEE	-	-	-	317.00	-	-	195.00	-	512.00	9
	PERMITS	-	-	-	1	-	-	1	-	2	
	VALUATION	-	-	-	28,500	-	-	18,400	-	46,900	
MAR	FEE	-	-	996.00	479.00	-	-	75.00	-	1,550.00	32
	PERMITS	-	-	1,2	8	-	-	1	-	9	
	VALUATION	-	-	13,350	23,742	-	-	0	-	37,092	
APR	FEE	1,266.00	-	1,469.00	391.00	-	-	42.00	-	3,168.00	51
	PERMITS	1	-	1,3	4	-	-	1	-	6	
	VALUATION	309,600	-	303,030	292,250	-	-	1,000	-	905,880	
MAY	FEE	-	-	-	852.00	-	-	-	-	852.00	4
	PERMITS	-	-	-	10	-	-	-	-	10	
	VALUATION	-	-	-	45,220	-	-	-	-	45,220	
JUN	FEE	-	-	-	328.00	-	-	-	-	328.00	6
	PERMITS	-	-	-	6	-	-	-	-	6	
	VALUATION	-	-	-	15,645	-	-	-	-	15,645	
JUL	FEE	-	-	-	667.00	-	-	-	-	667.00	5
	PERMITS	-	-	-	10	-	-	-	-	10	
	VALUATION	-	-	-	32,264	-	-	-	-	32,264	
AUG	FEE	-	-	-	513.00	-	-	-	3,718.00	4,231.00	21
	PERMITS	-	-	-	6	-	-	-	1	7	
	VALUATION	-	-	-	56,950	-	-	-	857,000	913,950	
SEP	FEE	2,227.00	-	-	623.00	-	-	4,355.00	-	7,205.00	16
	PERMITS	1	-	-	6	-	-	2	-	9	
	VALUATION	474,000	-	-	32,000	-	-	999,275	-	1,505,275	
OCT	FEE	2,316.00	-	-	740.00	-	-	2,435.00	-	5,491.00	40
	PERMITS	3	-	-	10	-	-	2	-	15	
	VALUATION	365,000	-	-	40,600	-	-	575,000	-	980,600	
NOV	FEE	-	-	-	-	-	-	-	-	0.00	
	PERMITS	-	-	-	-	-	-	-	-	0	
	VALUATION	-	-	-	-	-	-	-	-	0	
DEC	FEE	-	-	-	-	-	-	-	-	0.00	
	PERMITS	-	-	-	-	-	-	-	-	0	
	VALUATION	-	-	-	-	-	-	-	-	6	
2016 TOTAL PERMITS		5	0	2-5	66	0	0	7	1	18,710.00 64 3,508,974	188

councildistrict	permittype	address	amount	value	purpose	structure	projectdescription
Holcomb	BUILDING PERMIT	104 SHALYN	871	150000	Building	SF Residential Includes Modular	NEW RESIDENTIAL HOME
Holcomb	BUILDING PERMIT	115 VERNA	55	1400	Building	Residential Remodel	ADDING TO DRIVEWAY
Holcomb	BUILDING PERMIT	600 HAELI	131	10000	Building	Residential Remodel	NEW FENCE (6FT)
Holcomb	BUILDING PERMIT	401 North HENDERSON	75	5000	Building	Commercial/Industrial Remodel	REMOVE AND REPLACE CONCRETE
Holcomb	BUILDING PERMIT	511 SCOTTY Lane	659	90000	Building	SF Residential Includes Modular	SINGLE FAMILY DWELLING
Holcomb	BUILDING PERMIT	1004 ANDERSON	2360	570000	Building	Commercial/Industrial Remodel	STORAGE BUILDING
Holcomb	PLUMBING	108 SHARECROPPER	42	500	Plumbing	Residential Remodel	INSTALL 40 GALLON NAT GAS WATER HEATER
Holcomb	BUILDING PERMIT	302 OLDWEILER	69	4500	Building	Residential Remodel	CONCRETE FLAT WORK
Holcomb	PLUMBING	102 KRISTI	42	400	Plumbing	Residential Remodel	INSTALL A WATER HEATER(40 GALLON)
Holcomb	PLUMBING	302 EMMANUEL Drive	42	1500	Plumbing	Residential Remodel	RUN 6" SEWER MAIN TO NEW LOT
Holcomb	BUILDING PERMIT	108 JEREMY	68	700	Building	Residential Remodel	CAR PORT
Holcomb	BUILDING PERMIT	208 SYDNEE	131	10000	Building	Residential Remodel	FINISHING BASEMENT
Holcomb	BUILDING PERMIT	101 South MAIN	786	125000	Building	SF Residential Includes Modular	SINGLE FAMILY HOME
Holcomb	BUILDING PERMIT	607 PAPPAS	118	10100	Building	Residential Remodel	REMOVE AND REPLACE ROOF
Holcomb	PLUMBING	601 HAELI	42	1500	Plumbing	Residential Remodel	INSTALLING SPRINKLER SYSTEM

FINNEY COUNTY

2016 MONTHLY BUILDING REPORT

2016 Monthly Report		Single Family Includes Modular Permits	Single Family Manufactured Permits	Multi-Family Permits (two or more attached dwellings)	Residential Remodel Permits	Commercial Permits	Industrial Permits	Commercial & Industrial Remodel Permits	Misc. Permits (Utility, Religious, Public or Non-Profit)	Total Fee, Permits & Valuation	Total Number of Inspections
JAN	FEE	2,806.00	452.00	-	3,136.00	-	-	568.00	-	6,962.00	71
	PERMITS	1	2	-	8	-	-	5	-	16	
	VALUATION	765,000	59,800	-	628,400	-	-	58,250	-	1,511,450	
FEB	FEE	1,480.40	497.00	-	2,707.60	-	-	575.00	-	5,260.00	69
	PERMITS	1	1	-	13	-	-	1	-	16	
	VALUATION	326,000	79,002	-	458,460	-	-	100,000	-	963,462	
MAR	FEE	-	1,209.40	-	5,063.00	6,560.00	-	410.00	-	13,242.40	62
	PERMITS	-	2	-	43	1	-	4	-	50	
	VALUATION	-	228,605	-	474,706	2,200,000	-	28,500	-	2,931,811	
APR	FEE	1,574.20	236.00	-	6,318.40	-	-	1,898.50	-	10,027.10	95
	PERMITS	1	1	-	55	-	-	4	-	61	
	VALUATION	387,600	17,300	-	585,333	-	-	312,500	-	1,302,733	
MAY	FEE	1,207.00	131.00	-	3,461.00	-	-	473.00	-	5,272.00	67
	PERMITS	1	1	-	40	-	-	3	-	45	
	VALUATION	280,000	9,000	-	271,613	-	-	34,914	-	595,527	
JUN	FEE	1,022.00	-	-	3,078.00	-	-	552.00	-	4,652.00	48
	PERMITS	1	-	-	29	-	-	8	-	38	
	VALUATION	205,920	-	-	290,385	-	-	89,450	-	585,755	
JUL	FEE	381.00	-	-	3,370.00	-	-	1,234.00	-	4,985.00	65
	PERMITS	1	-	-	26	-	-	8	-	35	
	VALUATION	60,000	-	-	409,900	-	-	162,500	-	632,400	
AUG	FEE	5,795.00	226.00	-	2,411.00	-	-	104.00	-	8,536.00	63
	PERMITS	4	1	-	26	-	-	2	-	33	
	VALUATION	1,458,003	30,000	-	210,210	-	-	4,400	-	1,702,613	
SEP	FEE	1,219.00	629.00	-	723.00	-	-	616.00	-	3,187.00	20
	PERMITS	2	2	-	12	-	-	3	-	19	
	VALUATION	240,640	94,514	-	43,950	-	-	75,174	-	454,278	
OCT	FEE	1,694.00	226.00	-	2,739.00	631.00	-	4,592.00	-	9,882.00	45
	PERMITS	2	1	-	26	1	-	8	-	38	
	VALUATION	285,444	37,241	-	253,573	75,000	-	1,030,000	-	1,681,258	
NOV	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
DEC	FEE									0.00	
	PERMITS									0	
	VALUATION									0	
2016 TOTAL PERMITS		14	11	0	278	2	0	46	0	72,005.50 351 12,361,287	605

Council/District	Permit Type	Address	Amount	Value	Purpose	Structure	Project Description
Finney County	GAS	3013 West OLLER	42	275	Gas Permit	Residential Remodel	GAS PRESSURE TEST
Finney County	ELECTRICAL	505 South FARMLAND	42	500	Electrical	Commercial/Industrial Remodel	INSTALL 100 AMP METER & DISCONNECT FOR TEMP POWER FOR YARD LIGHTS
Finney County	BUILDING PERMIT	6970 East HWY 50	118	16771.34	Building	Residential Remodel	REPLACING ROOF
Finney County	GAS	3778 JONES	42	400	Gas Permit	Residential Remodel	PRESSURE TEST GAS LINE MOVED METER TO HOUSE
Finney County	BUILDING PERMIT	3255 West JONES	58	3000	Building	Commercial/Industrial Remodel	CONCRETE APRON-EDGE OF EAST PARKING LOT
Finney County	PLUMBING	2814 JONES	45	500	Plumbing	Commercial/Industrial Remodel	REPAIR GAS FITTING ON THE MAKE UP AIR UNIT IN BUILDING 7 & PRESSURE TEST THE LINE: VOID INSIDE OF A UNIT SO THERE IS NO WAY TO PUT PRESSURE
Finney County	UTILITY	505 South FARMLAND	0	500	Electrical	Commercial/Industrial Remodel	ELECTRICAL PERMANENT SERVICE (100AMP)
Finney County	BUILDING PERMIT	555 PRAIRIEVIEW Trail	55	1500	Building	Residential Remodel	BUILDING A YARD SHED
Finney County	BUILDING PERMIT	460 East LEAR Road	636.5	85000	Building	Residential Remodel	BASEMENT FOR PREFAB HOUSE AND POUR FLOOR FOR SHED(MUST HAVE 6-MIL POLYETHYLENE VAPOR BARRIER W/ 1 FOOT OVERLAP. ANCHOR BOLT INSPECTION PRIOR TO CONCEALMENT)
Finney County	MECHANICAL	2109 GRANDVIEW EAST	69	3522	Mechanical	Residential Remodel	REPLACE FURNACE
Finney County	MECHANICAL	845 YUCCA	69	4466	Mechanical	Residential Remodel	REPLACE FURNACE #428388
Finney County	MECHANICAL	7070 North HWY 83	69	3293	Mechanical	Residential Remodel	REPLACE FURNACE #428398
Finney County	MECHANICAL	7070 North HWY 83	0	3293	Mechanical	Residential Remodel	REPLACE FURNACE #428398
Finney County	MECHANICAL	7070 HWY 83	69	3293	Mechanical	Residential Remodel	REPLACE FURNACE #428398
Finney County	ELECTRICAL	9045 SCOTT	118	15960	Electrical	Residential Remodel	INSTALLING A GROUND MOUNT 15.96KW SOLAR ARRAY GRID
Finney County	BUILDING PERMIT	106 DURHAM	118	14200	Building	Residential Remodel	TEAR OFF AND REPLACE SHINGLES
Finney County	BUILDING PERMIT	303 A	755	115444	Building	SF Residential Includes Modular	SINGLE FAMILY RESIDENTIAL (ANCHOR BOLTS MUST PASS INSPECTIONS PRIOR TO CONCEALMENT)
Finney County	SIGN PERMIT	2013 West JONES FRONTAGE	0	0	Wall Sign	Commercial/Industrial Remodel	FACE REPLACEMENT ON A WALL SIGN (NAAB ELECTRIC)
Finney County	BUILDING PERMIT	2970 North ANDERSON LOT 22 Road	226	37241.11	Building	SF Manufactured (HUD Standards)	SF MANUFACTURED
Finney County	BUILDING PERMIT	685 TOWNS	118	7500	Building	Residential Remodel	REROOF
Finney County	BUILDING PERMIT	806 BURNSIDE Drive	631.5	75000	Building	New Commercial	VEHICLE STORAGE (GARAGE)
Finney County	BUILDING PERMIT	1285 ACRAWAY	1214.5	250000	Building	Commercial/Industrial Remodel	CONCRETE PARKING LOT
Finney County	BUILDING PERMIT	7135 South OLD HWY 83	939	170000	Building	SF Residential Includes Modular	BUILDING A HOME AND BASEMENT
Finney County	BUILDING PERMIT	3617 WEST PORT	29	1200	Building	Residential Remodel	REPLACE WINDOWS
Finney County	PLUMBING	585 DEER TRACK	42	900	Plumbing	Residential Remodel	INSTALL 50 GALLON NG WATER HEATER
Finney County	PLUMBING	1903 GRANDVIEW EAST	42	900	Plumbing	Residential Remodel	INSTALL 50 GALLON NG WATER HEATER
Finney County	BUILDING PERMIT	3095 MASON COURT	131	10000	Building	Residential Remodel	REPLACE DRIVEWAY AND ADD A PORCH
Finney County	BUILDING PERMIT	1635 KENSINGTON	226	35000	Building	Residential Remodel	BATHROOM REMODEL ELECTRICAL LIGHTS IN KITCHEN MOVE OUTLETS
Finney County	BUILDING PERMIT	1305 YUCCA	42	800	Building	Residential Remodel	CONCRETE SLAB
Finney County	BUILDING PERMIT	575 DONNA Avenue	69	4950	Building	Residential Remodel	PLACE A STORAGE SHED
Finney County	BUILDING PERMIT	2625 West LOWE	82	4200	Building	Residential Remodel	NEW 6FT FENCE
Finney County	BUILDING PERMIT	3105 North IBP Road	3173	750000	Building	Commercial/Industrial Remodel	RE-ROOF
Finney County	EXCAVATION	2750 East HWY 50	30	26000	Excavation	Commercial/Industrial Remodel	ADDING DIRT FOR A FUTURE BUILDING
Finney County	BUILDING PERMIT	7225 West BARLOW	118	9400	Building	Residential Remodel	REMOVE AND REPLACE ROOF
Finney County	BUILDING PERMIT	101 CHELSEY Court	118	16100	Building	Residential Remodel	REMOVE AND REPLACE ROOF
Finney County	EXCAVATION	900 FARMLAND	30	0	Excavation	Commercial/Industrial Remodel	CLEARING GRUB 12"
Finney County	BUILDING PERMIT	103 NOTTINGHAM Court	118	9800	Building	Residential Remodel	REPLACE ROOF
Finney County	BUILDING PERMIT	4020 Rachael Road	157	0	Building	Residential Remodel	HOME ADDITION 1 MASTERBEDROOM AND MASTER BATHROOM
Finney County	PLUMBING	2245 North LITTLE LOWE	42	850	Plumbing	Residential Remodel	REPLACE 50 GALLON WATER HEATER



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Cemetery
DATE: November 15, 2016
RE: October 2016 Cemetery Monthly Report

ISSUE:

Presentation of October 2016 Monthly Revenue Report and Burial Chart from the Cemetery Department.

BACKGROUND:

Attached are the Cemetery Monthly Revenue and Burial Reports for October 2016.

ALTERNATIVES:

None.

RECOMMENDATION:

None.

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
October 2016 Cemetery Revenue Report	10/31/2016	Backup Material
Cemetery Burial Chart	10/31/2016	Backup Material

City of Garden City
Cemetery Dept.

Monthly Revenue Report
October 2016

	Number	Amount
Traditional Burials	2	\$ 900.00
Baby Burials	1	\$ 350.00
Body Parts	0	\$ -
Cremations	3	\$ 525.00
Purchased Columbarium Niches	3	\$ 4,050.00
Purchased Spaces	13	\$ 6,350.00
Reserved Space Payments		\$ 1,000.00
Misc.		\$ 275.00
Total Monthly Revenue		\$ 13,450.00

City of Garden City
Cemetery Department

Valley View Cemetery & Sunset Memorial Gardens
Number of Burials

	2015		2016	
Month	VVC	SMG	VVC	SMG
JANUARY	16	3	10	2
FEBRUARY	11	0	10	3
MARCH	8	1	17	0
APRIL	11	1	19	0
MAY	22	1	19	0
JUNE	12	0	16	2
JULY	9	1	13	0
AUGUST	12	0	12	2
SEPTEMBER	19	3	9	2
OCTOBER	9	1	5	1
NOVBEMBER	15	0	-	-
DECEMBER	17	0	-	-
Total for Each Cemetery	161	11	130	12
Grand Total As of 10-31-2016	172		142	
Disinternments	3	0	0	0



MEMORANDUM

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

ISSUE:

Presentation of the October 2016 Financial Report from the Service and Finance Department.

BACKGROUND:

Attached is the Service and Finance Department October 2016 Financial Report.

ALTERNATIVES:

None.

RECOMMENDATION:

None.

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
Monthly Financial Report - October 2016	11/8/2016	Backup Material



City of Garden City
Monthly Financial Report FY 2016
For the Ten Months Ended October 31, 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 October 31, 2016.

GENERAL FUND AT A GLANCE

Category	Revised 2016 Budget	2016 YTD Actual	2015 YTD Actual
Revenues	23,067,926	19,908,344	18,794,752
Expenditures	24,030,654	18,779,391	17,159,278
Revenues Over(Under)	(962,728)	1,128,953	1,635,474

UTILITY FUND REVENUES AT A GLANCE

Category	Revised 2016 Budget	2016 YTD Actual	2015 YTD Actual
Electric	33,010,192	26,314,957	26,553,671
Solid Waste	3,631,460	3,153,761	2,977,984
Drainage Utility	208,139	176,094	172,879
Water and Sewage	7,906,020	6,711,416	6,547,217
TOTAL	44,755,811	36,356,228	36,251,752

SELECTED GENERAL FUND REVENUES AT A GLANCE

Category	Revised 2016 Budget	2016 YTD Actual	2015 YTD Actual
City Sales Tax	6,350,000	5,468,534	5,357,931
County Sales Tax	3,700,000	3,184,250	3,149,549
Franchise Tax			
Gas Utility	460,000	397,844	459,601
Telephone	58,500	48,654	52,363
CATV	232,000	174,527	176,479
Building Permits	342,700	409,227	368,570
Municipal Court Fines	900,000	700,216	680,953



**City of Garden City
 Monthly Financial Report FY 2016
 For the Ten Months Ended
 October 31, 2016**

General Fund

General Fund Revenues collected through October were \$19,908,344. The October revenues represent 86.30% of the total revenues expected in the General Fund. Property tax distribution was 99.57% for the fifth of five payments in 2016.

General Fund Expenses are at 78.15% of the total expenditures expected in the General Fund.

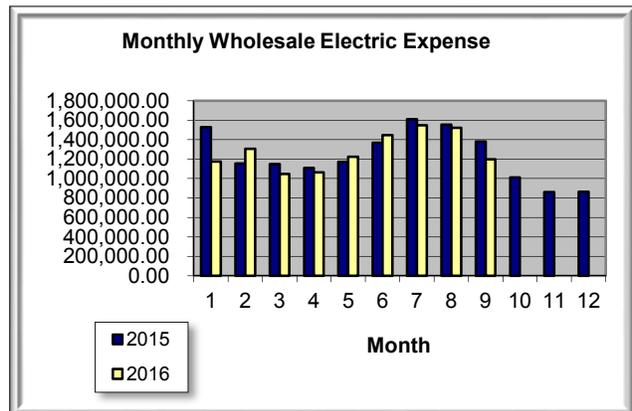
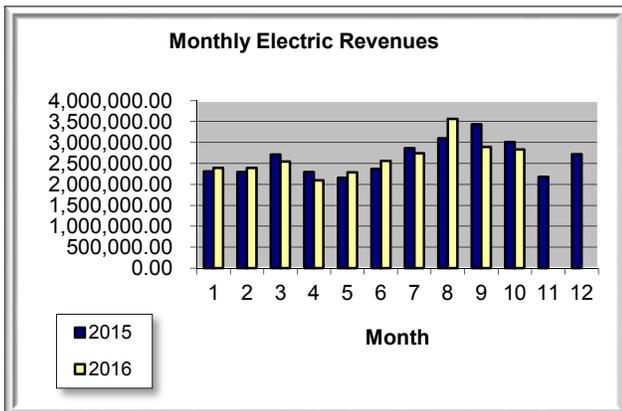
Selected Revenues

- City Sales Tax—Ahead by \$110,603 compared to October 2015 year to date collections, 2.06% ahead of 2015 for the ten months ended.
- County Sales Tax— Collections for the ten months ended are ahead of 2015 by \$34,701 or 1.10%.
- Franchise Tax—Budget estimates for 2016 remain approximately the same as 2015. All Franchise actual 2016 are behind 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 October are ahead of 2015.

Utility Funds

A summary of Utility Fund revenue performance is outlined below:

- Electric revenues – revised budget at \$33,010,192 for 2016 were \$26,314,957 through ten months or 79.72% of budget.

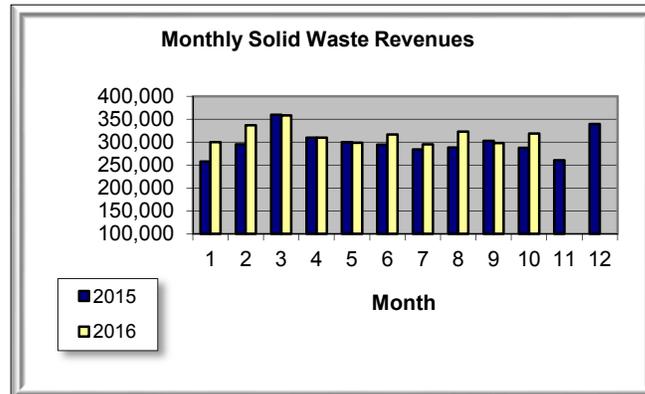


A main expense is Wholesale Electric in the Utility Fund. The 2016 revised budget for wholesale electric is \$17,697,000. The wholesale electric expense for October was not available at this printing.

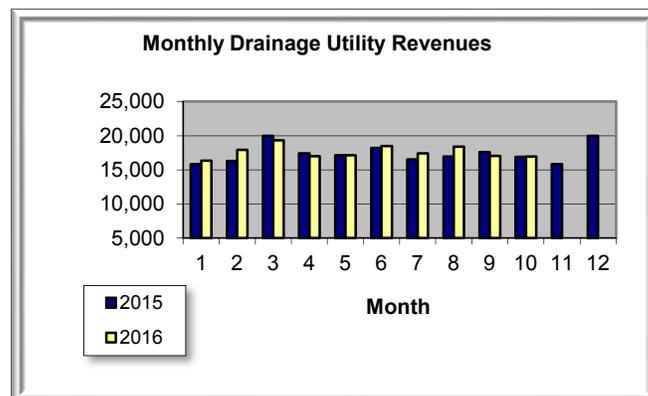


City of Garden City
Monthly Financial Report FY 2016
For the Ten Months Ended
October 31, 2016

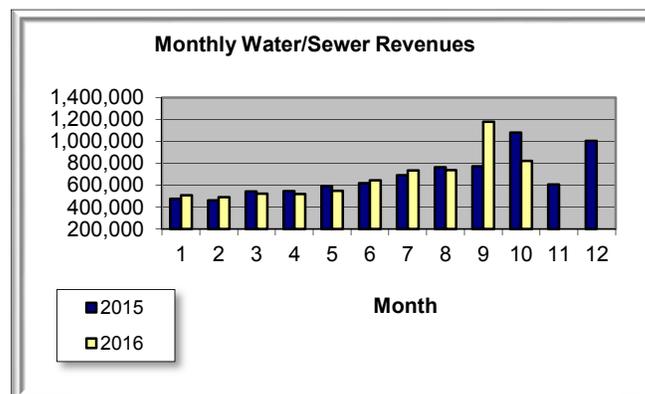
■ Solid Waste revenues – revised budget at \$3,631,460 for 2016 were \$3,153,761 through ten months or 86.85% of budget.



■ Drainage Utility revenues – revised budget at \$208,139 for 2016 were \$176,094 through ten months or 84.60%.



■ Water and Sewage revenues - revised budget at \$7,906,020 for 2016 were \$6,711,416 through ten months or 84.89% of budget.





CITY OF GARDEN CITY, KANSAS
 Comparison of Cash Balances with Encumbrances and Composition of Cash
 For the Month Ended October 31, 2016

Fund	Unencumbered Cash Balance 1/1/2016	Receipts and Transfers	Expenditures and Transfers	Unencumbered Cash Balance 10/31/2016	Add Payables and Encumbrances	Treasurer's Cash 10/31/2016
<u>Operating</u>						
1 General	5,544,638.09	19,908,343.68	18,779,390.99	6,673,590.78	0.00	6,673,590.78
<u>Debt Service Fund</u>						
40 Bond and Interest	568,195.17	1,966,559.87	2,169,464.67	365,290.37	0.00	365,290.37
<u>Special Revenue Funds</u>						
4 TIF	704,354.92	1,454,339.92	1,749,695.20	408,999.64	0.00	408,999.64
5 Capital Improvement	1,085,118.66	427,950.46	728,263.60	784,805.52	0.00	784,805.52
6 Community Development Loan	16,816.55	1,617.20	0.00	18,433.75	0.00	18,433.75
7 Cemetery Endowment	34,782.01	7,361.54	14,000.00	28,143.55	0.00	28,143.55
8 Community Trust	1,495,344.12	77,682.86	292,149.83	1,280,877.15	0.00	1,280,877.15
10 DEA Forfeiture	36,448.64	17,813.57	18,067.28	36,194.93	0.00	36,194.93
11 Drug Enforcement	83,804.91	12,542.46	41,968.33	54,379.04	0.00	54,379.04
15 Enhanced Wireless 911	384,213.80	214,029.16	112,332.58	485,910.38	0.00	485,910.38
18 Finnup Trust	124,583.05	80,000.00	57,613.31	146,969.74	0.00	146,969.74
19 JAG Grant	11,942.00	0.00	0.00	11,942.00	0.00	11,942.00
25 Recreation	0.00	1,012,167.45	1,011,631.54	535.91	0.00	535.91
26 Special Improvements	84,458.93	15,742.28	40,831.99	59,369.22	0.00	59,369.22
27 Special Liability	85,220.06	30,000.00	21,240.69	93,979.37	0.00	93,979.37
29 Special Alcohol Programs	77,017.98	87,100.92	70,575.00	93,543.90	0.00	93,543.90
30 Special Recreation and Parks	76,750.99	97,182.46	65,221.34	108,712.11	0.00	108,712.11
32 Special Trafficway	1,033,976.11	732,532.64	391,261.81	1,375,246.94	0.00	1,375,246.94
50 Community Development Grant	0.00	0.00	0.00	0.00	0.00	0.00
52 Economic Development	413,848.24	31,396.86	101,127.60	344,117.50	0.00	344,117.50
53 Project Development	641,116.42	326,662.60	396,944.67	570,834.35	0.00	570,834.35
Total Special Revenue	<u>6,389,797.39</u>	<u>4,626,122.38</u>	<u>5,112,924.77</u>	<u>5,902,995.00</u>	<u>0.00</u>	<u>5,902,995.00</u>
<u>Capital Projects Funds</u>						
41 2013-GO Bond Projects	179,119.48	0.00	179,119.48	0.00	0.00	0.00
42 2014-GO Bond Projects	1,086,094.10	0.00	597,193.21	488,900.89	0.00	488,900.89
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	3,500,000.00	3,505,678.39	12,588.77	0.00	12,588.77
45 2016-GO Bond Projects	0.00	2,077,664.58	1,501,079.47	576,585.11	0.00	576,585.11
48 Tiger Grant	3,300,000.00	11,803,842.82	14,927,904.57	175,938.25	0.00	175,938.25
49 2013-Temp Notes Schulman Cross	352,434.91	0.00	160,670.44	191,764.47	0.00	191,764.47
Total Capital Projects	<u>5,430,649.65</u>	<u>17,381,507.40</u>	<u>20,871,645.56</u>	<u>1,940,511.49</u>	<u>0.00</u>	<u>1,940,511.49</u>
<u>Enterprise Funds</u>						
Electric Utility:						
67 Capital Reserve	1,500,000.00	562,500.00	0.00	2,062,500.00	0.00	2,062,500.00
68 General	7,653,808.21	26,314,956.72	24,445,145.47	9,523,619.46	26,713.36	9,550,332.82
69 Security Deposits	503,559.73	276,610.00	258,264.17	521,905.56	0.00	521,905.56
Total Electric Utility	<u>9,657,367.94</u>	<u>27,154,066.72</u>	<u>24,703,409.64</u>	<u>12,108,025.02</u>	<u>26,713.36</u>	<u>12,134,738.38</u>
Water and Sewer Utility:						
80 General	2,807,779.52	6,711,416.21	7,315,310.09	2,203,885.64	0.00	2,203,885.64
81 Wastewater Repair and Replacem	250,032.77	108,635.59	200,000.00	158,668.36	0.00	158,668.36
82 Water and Sewage Maintenance F	448,871.10	194,312.92	250,000.00	393,184.02	0.00	393,184.02
Total Water and Sewer Utility	<u>3,506,683.39</u>	<u>7,014,364.72</u>	<u>7,765,310.09</u>	<u>2,755,738.02</u>	<u>0.00</u>	<u>2,755,738.02</u>
Airport:						
60 General	1,159,222.06	1,358,288.44	728,846.16	1,788,664.34	0.00	1,788,664.34
61 Airport Improvement	37,594.19	1,495,499.78	1,317,007.68	216,086.29	0.00	216,086.29
Total Airport	<u>1,196,816.25</u>	<u>2,853,788.22</u>	<u>2,045,853.84</u>	<u>2,004,750.63</u>	<u>0.00</u>	<u>2,004,750.63</u>
Solid Waste Utility:						
75 General	1,665,289.95	3,153,760.96	2,685,786.59	2,133,264.32	0.00	2,133,264.32
Recreation Area:						
70 General Golf Course	2,848.99	903,208.35	809,185.00	96,872.34	0.00	96,872.34
71 Golf Course Building	13,415.98	2,027.75	0.00	15,443.73	0.00	15,443.73
Total Recreation Area	<u>16,264.97</u>	<u>905,236.10</u>	<u>809,185.00</u>	<u>112,316.07</u>	<u>0.00</u>	<u>112,316.07</u>
Drainage Utility:						
79 General	445,610.85	176,093.70	173,359.39	448,345.16	0.00	448,345.16
<u>Internal Service Funds</u>						
55 Health Insurance	560,884.79	2,913,069.43	3,293,306.79	180,647.43	0.00	180,647.43
56 Health Insurance Reserve	1,355,488.91	0.00	330,000.00	1,025,488.91	0.00	1,025,488.91
35 Workers Compensation	431,503.24	399,220.00	263,311.80	567,411.44	0.00	567,411.44
36 Workers Compensation Reserve	455,633.99	283.60	10,857.52	445,060.07	0.00	445,060.07
Total Internal Service	<u>2,803,510.93</u>	<u>3,312,573.03</u>	<u>3,897,476.11</u>	<u>2,218,607.85</u>	<u>0.00</u>	<u>2,218,607.85</u>
Total All Funds	<u>37,224,824.58</u>	<u>88,452,416.78</u>	<u>89,013,806.65</u>	<u>36,663,434.71</u>	<u>26,713.36</u>	<u>36,690,148.07</u>



City of Garden City
Statement of Revenues and Expenditures-General Fund Revenues
From 10/1/2016 Through 10/31/2016

001 - GENERAL FUND

		Curr Month Collections	YTD Collections	Revised Budget	Uncollected Balance
Income					
3022	CONNECTING LINKS	18,783.08	74,775.47	75,000.00	(224.53)
3023	CONSUMER USE TAX	67,707.39	835,390.43	890,000.00	(54,609.57)
3028	LIQUOR CONSUMPTION TAX	0.00	152,471.90	100,000.00	52,471.90
3035	STATE REVENUE STAMP	(100.00)	(300.00)	0.00	(300.00)
3040	AD VALOREM TAX	(264.60)	3,411,735.99	3,390,000.00	21,735.99
3041	AD VALOREM BACK TAX	17,183.48	93,082.47	130,000.00	(36,917.53)
3044	CITY SALES TAX	563,222.43	5,468,534.07	6,350,000.00	(881,465.93)
3046	COUNTY SALES TAX	330,330.53	3,184,250.09	3,700,000.00	(515,749.91)
3055	MOTOR VEHICLE TAX	45,793.94	432,821.18	405,000.00	27,821.18
3056	RECREATIONAL VEHICLE TAX	407.06	5,363.18	3,100.00	2,263.18
3057	HEAVY DUTY VEHICLE TAX	0.00	2,182.87	1,700.00	482.87
3058	COMMERCIAL VEHICLE TAX	2,482.67	25,935.49	20,000.00	5,935.49
3065	CATV FRANCHISE	0.00	174,526.79	232,000.00	(57,473.21)
3066	GAS UTILITY FRANCHISE	56,239.11	397,844.22	460,000.00	(62,155.78)
3067	TELEPHONE FRANCHISE	3,665.75	46,716.54	56,000.00	(9,283.46)
3068	TELECOM FRANCHISE	422.00	1,937.15	2,500.00	(562.85)
3115	CEMETERY SPACES	8,800.00	55,785.52	40,000.00	15,785.52
3150	IDENTIFIED LONG/SHORT	(360.58)	(4,089.61)	0.00	(4,089.61)
3151	UNIDENTIFIED LONG/SHORT	5.00	65.00	0.00	65.00
3301.01	ANIMAL BOARDING	449.70	8,432.88	15,000.00	(6,567.12)
3301.02	CAR STORAGE & TOWING	210.00	12,431.50	18,500.00	(6,068.50)
3301.05	FEES-FALSE ALARM	0.00	1,250.00	3,000.00	(1,750.00)
3301.06	FEES-ENGINEERING SERVICES	0.00	5,800.00	20,000.00	(14,200.00)
3301.07	FEES-GATE RECEIPTS	965.00	20,050.00	23,000.00	(2,950.00)
3301.08	FEES-GRAVE OPENINGS	1,725.00	52,350.00	69,000.00	(16,650.00)
3301.09	FEES-MONUMENT SETTING	250.00	2,350.00	2,500.00	(150.00)
3301.10	FEES-PLAT FILING	(53.00)	1,145.00	2,000.00	(855.00)
3301.11	FEES-REZONING	250.00	3,375.00	3,000.00	375.00
3301.12	FEES-RURAL FIRE CONTRACTS	0.00	0.00	195,000.00	(195,000.00)
3301.13	FEES-WAIVER FILING	700.00	4,715.00	3,500.00	1,215.00
3301.16	FINES-MUNICIPAL COURT	62,286.00	700,213.56	900,000.00	(199,786.44)
3301.17	FEES-STATE JUDGE	187.79	1,831.85	1,250.00	581.85
3301.18	FEES-STATE LAW ENFORCEMENT	3,628.83	37,345.46	48,000.00	(10,654.54)
3301.19	FEES-REINSTATEMENT	346.00	3,744.00	5,000.00	(1,256.00)
3301.20	FEES-RESTITUTION	(5,311.82)	4,546.94	1,000.00	3,546.94
3301.21	LEGAL COPIES	368.50	3,219.75	3,000.00	219.75
3301.23	FEES-CRIME STOPPER INFRACTION	1,877.00	13,101.87	18,000.00	(4,898.13)
3301.24	FEES-CRIME STOPPER MAJOR	137.68	482.97	500.00	(17.03)
3301.25	FEES-FAMILY CRISIS	(257.78)	2.22	0.00	2.22
3350.01	LICENSE-AMUSEMENT	0.00	200.00	0.00	200.00
3350.02	LICENSE-ARBORIST	100.00	100.00	1,000.00	(900.00)
3350.03	LICENSE-CEREAL MALT BEVERAGE	225.00	475.00	3,750.00	(3,275.00)
3350.04	LICENSE-CONTRACTOR	3,000.00	11,200.00	35,000.00	(23,800.00)
3350.05	ZONING COMPLIANCE	125.00	1,400.00	0.00	1,400.00
3350.06	LICENSE-ELECTRICIAN	830.00	3,650.00	7,500.00	(3,850.00)
3350.08	LICENSE-ITINERANT MERCHANT	365.00	6,205.00	8,000.00	(1,795.00)
3350.09	LICENSE-LIQUOR	0.00	6,050.00	4,750.00	1,300.00
3350.10	LICENSE-MECHANICAL	340.00	3,180.00	6,500.00	(3,320.00)



City of Garden City
Statement of Revenues and Expenditures-General Fund Revenues
From 10/1/2016 Through 10/31/2016

3350.12	LICENSE-PAWN SHOP	0.00	75.00	75.00	0.00
3350.13	LICENSE-PLUMBER	320.00	2,480.00	4,000.00	(1,520.00)
3350.15	LICENSE-TAXI	0.00	75.00	100.00	(25.00)
3350.16	TAGS-DOG & CAT	79.49	1,581.15	2,500.00	(918.85)
3400.01	PERMITS-BUILDING	48,119.50	368,975.55	290,000.00	78,975.55
3400.02	PERMITS-CURB CUT	0.00	30.00	1,000.00	(970.00)
3400.03	PERMITS-ELECTRIC	1,315.50	5,394.00	6,000.00	(606.00)
3400.04	PERMITS-EXCAVATION	144.00	1,036.00	2,500.00	(1,464.00)
3400.05	PERMITS-GAS	318.00	2,703.00	4,000.00	(1,297.00)
3400.06	PERMITS-HOUSE MOVING	0.00	20.00	200.00	(180.00)
3400.08	PERMITS-MECHANICAL	2,142.00	14,216.25	16,000.00	(1,783.75)
3400.09	PERMITS-PLUMBING	1,107.00	11,951.00	15,000.00	(3,049.00)
3400.11	PERMITS-TV & SIGN	625.00	4,901.00	8,000.00	(3,099.00)
3435	INTEREST INCOME	2,920.89	29,657.69	37,500.00	(7,842.31)
3437	FINANCE CHARGE INCOME	127.56	603.26	12,500.00	(11,896.74)
3440.02	RENTAL-CITY FACILITIES	1,505.31	32,981.93	40,000.00	(7,018.07)
3440.03	RENTAL-DEPOT	100.00	1,000.00	1,200.00	(200.00)
3447	ROYALTIES-GAS WELLS	1,136.68	7,585.76	18,000.00	(10,414.24)
3450	SALE OF PROPERTY-AUCTION	0.00	0.00	9,000.00	(9,000.00)
3454	SALE OF PROPERTY-LAND	0.00	300.00	0.00	300.00
3456	SALE OF PROPERTY-POLICE CARS	0.00	0.00	8,000.00	(8,000.00)
3464	REPAYMENT-TEKVET TECHNOLOGIES	1,131.80	3,395.52	0.00	3,395.52
3470.01	REIMBURSE-ADMINISTRATIVE COSTS	1,000.00	1,000.00	1,201.00	(201.00)
3470.04	REIMBURSE-POLICE SERVICES	0.00	130,139.95	250,000.00	(119,860.05)
3470.07	UTILITY FUNDS REIMBURSEMENT	340,525.00	3,405,250.00	4,470,850.00	(1,065,600.00)
3470.08	REIMBURSE-COUNTY	0.00	185,000.00	185,000.00	0.00
3470.09	REIMBURSE-HOLCOMB	0.00	42,000.00	42,000.00	0.00
3470.11	REIMBURSE-ANIMAL SHELTER	55,750.00	55,750.00	55,750.00	0.00
3515	FUEL TAX REFUND	0.00	1,250.77	3,000.00	(1,749.23)
3600.01	MISCELLANEOUS-ADMINISTRATION	0.00	50.31	500.00	(449.69)
3600.02	MISCELLANEOUS-CEMETERY	0.00	655.00	1,000.00	(345.00)
3600.04	MISCELLANEOUS-INSPECTION	10.00	10.00	0.00	10.00
3600.05	MISCELLANEOUS-PARK & ZOO	25.00	25.00	0.00	25.00
3600.07	MISCELLANEOUS-POLICE	110.00	373.79	0.00	373.79
4010.01	TRANSFER-HEALTH INSURANCE RESV	0.00	330,000.00	330,000.00	0.00
	Total Income	<u>1,645,573.89</u>	<u>19,908,343.68</u>	<u>23,067,926.00</u>	<u>(3,159,582.32)</u>



City of Garden City
 Statement of Revenues and Expenditures-General Fund Expenses
 From 10/1/2016 Through 10/31/2016

001 - GENERAL FUND

		Curr Month			
		Expenses	YTD Expenses	Revised Budget	Budget Remaining
Expenses					
111	CITY COMMISSION	7,342.36	65,072.03	118,850.00	53,777.97
112	CITY MANAGER	23,930.33	531,706.77	672,890.00	141,183.23
113	SERVICE AND FINANCE	32,393.94	636,736.48	834,800.00	198,063.52
114	LEGAL SERVICES	18,077.00	149,340.26	182,050.00	32,709.74
115	MUNICIPAL COURT	23,553.49	384,307.74	555,200.00	170,892.26
116	HUMAN RESOURCES	10,600.63	141,307.53	169,150.00	27,842.47
117	INFORMATION TECH	26,275.97	588,741.49	636,245.00	47,503.51
118	CITY PROSECUTION	<u>7,821.08</u>	<u>180,495.57</u>	<u>211,800.00</u>	<u>31,304.43</u>
	Total Administration	149,994.80	2,677,707.87	3,380,985.00	703,277.13
121	POLICE-ADMINISTRATIVE	160,200.98	1,580,519.32	1,947,510.00	366,990.68
122	POLICE-INVESTIGATIONS	47,759.58	831,645.69	1,066,030.00	234,384.31
123	POLICE-PATROL	191,486.37	3,182,939.05	3,928,360.00	745,420.95
124	POLICE-SUPPORT SERVICES	57,798.65	933,188.38	1,308,219.00	375,030.62
125	POLICE-ANIMAL CONTROL	<u>19,828.98</u>	<u>227,594.05</u>	<u>256,600.00</u>	<u>29,005.95</u>
	Total Police	477,074.56	6,755,886.49	8,506,719.00	1,750,832.51
131	PUBLIC WORKS-PLANNING,COMM	134,637.63	1,101,221.40	1,402,500.00	301,278.60
133	PUBLIC WORKS-STREET MAINT	58,885.26	1,256,843.59	1,503,450.00	246,606.41
135	PUBLIC WORKS-PARKS	<u>53,474.09</u>	<u>807,401.16</u>	<u>988,750.00</u>	<u>181,348.84</u>
	Total Public Works	246,996.98	3,165,466.15	3,894,700.00	729,233.85
141	ZOO-ADMINISTRATIVE	22,383.77	353,281.13	440,000.00	86,718.87
142	ZOO-MAINTENANCE DIVISION	15,715.06	266,122.95	367,750.00	101,627.05
144	ZOO-ANIMAL DIVISION	<u>50,111.35</u>	<u>870,307.05</u>	<u>1,170,900.00</u>	<u>300,592.95</u>
	Total Zoo	88,210.18	1,489,711.13	1,978,650.00	488,938.87
151	FIRE-ADMINISTRATIVE	16,683.57	216,364.04	279,900.00	63,535.96
152	FIRE-OPERATIONS	116,869.20	2,279,629.08	2,846,300.00	566,670.92
153	FIRE-VOLUNTEERS	306.45	3,841.62	21,900.00	18,058.38
154	FIRE-ARFF STATION	<u>6,780.40</u>	<u>17,742.33</u>	<u>95,900.00</u>	<u>78,157.67</u>
	Total Fire	140,639.62	2,517,577.07	3,244,000.00	726,422.93
161	CEMETERY-OPERATIONS	25,446.76	371,004.77	607,600.00	236,595.23
171	CAPITAL IMPROVEMENT	1,175.00	1,477,037.51	2,088,000.00	610,962.49
181	EMPLOYEE BENEFITS	0.00	<u>325,000.00</u>	<u>330,000.00</u>	<u>5,000.00</u>
	Total Expenses	<u>1,129,537.90</u>	<u>18,779,390.99</u>	<u>24,030,654.00</u>	<u>5,251,263.01</u>



City of Garden City
Statement of Revenues and Expenditures-Utility Fund Revenues
From 10/1/2016 Through 10/31/2016

		Curr Month Collections	YTD Collections	Revised Budget	Uncollected Balance
Income					
068	ELECTRIC				
3101	COLLECTIONS-ELECTRIC	2,731,736.48	25,107,239.84	31,623,717.00	(6,516,477.16)
3110.01	COLLECTIONS-COIN BOX	0.00	413.40	250.00	163.40
3118	CONNECT FEES	7,395.32	63,738.68	98,000.00	(34,261.32)
3150	IDENTIFIED LONG/SHORT	(281.50)	(6,898.00)	0.00	(6,898.00)
3151	UNIDENTIFIED LONG/SHORT	(328.70)	(603.49)	0.00	(603.49)
3154	INSUFFICIENT FUNDS CHECKS	(2,744.85)	(14,867.30)	0.00	(14,867.30)
3155	RETURNED CHECK CHARGE	350.00	3,750.00	5,000.00	(1,250.00)
3185	PENALTIES	0.00	93,409.79	85,000.00	8,409.79
3201	REIMBURSE-DEVELOPER	0.00	11,632.00	55,000.00	(43,368.00)
3435	INTEREST INCOME	41.67	208.37	2,000.00	(1,791.63)
3492	SALES TAX	99,697.66	935,810.25	1,136,225.00	(200,414.75)
3600	MISCELLANEOUS	36.14	58,623.18	5,000.00	53,623.18
4010.05	TRANSFER-ELECTRIC UTILITY	0.00	62,500.00	0.00	62,500.00
	Total Electric	2,835,902.22	26,314,956.72	33,010,192.00	(6,695,235.28)
075	SOLID WASTE-GENERAL				
3111	COLLECTIONS-SOLID WASTE	289,166.02	2,992,807.74	3,500,000.00	(507,192.26)
3185	PENALTIES	0.00	88,410.52	80,000.00	8,410.52
3195	RECYCLING SALES	4,255.05	43,420.69	50,000.00	(6,579.31)
3435	INTEREST INCOME	101.92	802.20	1,460.00	(657.80)
3515	FUEL TAX REFUND	0.00	1,719.81	0.00	1,719.81
3600	MISCELLANEOUS	25,000.00	26,600.00	0.00	26,600.00
	Total Solid Waste	318,522.99	3,153,760.96	3,631,460.00	(477,699.04)
079	DRAINAGE UTILITY				
3104.01	DRAINAGE FEE	16,968.97	175,843.02	208,000.00	(32,156.98)
3435	INTEREST INCOME	0.00	250.68	139.00	111.68
	Total Drainage Utility	16,968.97	176,093.70	208,139.00	(32,045.30)
080	WATER AND SEWAGE				
3102.01	COLLECTIONS-SEWER	206,258.18	2,074,665.23	2,525,770.00	(451,104.77)
3103	COLLECTIONS-WATER	563,438.58	3,760,274.76	4,300,000.00	(539,725.24)
3118	CONNECT FEES	1,335.00	13,490.00	18,000.00	(4,510.00)
3120	COUNTY SEWER FEES	4,287.20	82,165.12	112,000.00	(29,834.88)
3130	FIRE LEG FEES	0.00	19,745.00	15,500.00	4,245.00
3185	PENALTIES	27,882.64	62,502.20	110,000.00	(47,497.80)
3201	REIMBURSE-DEVELOPER	1,200.00	3,294.98	30,000.00	(26,705.02)
3225	SALE OF MATERIAL	0.00	1,833.50	15,000.00	(13,166.50)
3228	SEWER MAINTENANCE FEES	326.00	3,400.00	4,500.00	(1,100.00)
3229	SEWER TANK FEES	5,227.85	127,559.89	135,000.00	(7,440.11)
3257	WATER TANK SALES	2,458.00	21,086.24	55,000.00	(33,913.76)
3260	WATER TAP FEES	4,158.25	36,410.73	65,000.00	(28,589.27)
3494	TAX-WATER CONSUMPTION	6,288.02	45,924.29	55,000.00	(9,075.71)
3515	FUEL TAX REFUND	0.00	0.00	250.00	(250.00)
3600	MISCELLANEOUS	0.00	9,064.27	15,000.00	(5,935.73)
4010.20	TRANSFER-WTR SYS MAINT RESV	0.00	250,000.00	250,000.00	0.00
4010.21	TRANSFER-WASTEWTR R&R RESV	0.00	200,000.00	200,000.00	0.00
	Total Water and Wastewater	822,859.72	6,711,416.21	7,906,020.00	(1,194,603.79)
	Total Income	3,994,253.90	36,356,227.59	44,755,811.00	(8,399,583.41)



MEMORANDUM

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

ISSUE:

Presentation of the October 2016 monthly staff report from Lee Richardson Zoo.

BACKGROUND:

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

ALTERNATIVES:

None

RECOMMENDATION:

None

FISCAL NOTE:

None

ATTACHMENTS:

Description	Upload Date	Type
Zoo monthly report	11/9/2016	Backup Material



CITY OF GARDEN CITY

ZOO DEPARTMENT

OCTOBER 2016 MONTHLY REPORT

ANIMAL DIVISION

ACCESSIONS:

Births/Hatchings:

0.0.1 African spurred tortoise

Transactions (Purchases, donations, etc.)

0.3 Patagonian cavy From Abilene Zoo

DEACCESSIONS

Deaths:

1.0 Red-ruffed lemur Hemorrhagic intestine – clostridial overgrowth and possible twisted gut

1.0 Taveta golden weaver Liver cancer

0.1 African hedgehog Hemangiosarcoma

Transactions (Sales, donations, etc.)

None

Started seasonal fecal collection for Pallas cat hormone study. Registrar interviewed with Hutchinson JUCO student about maintenance of medical records. Snow leopard voluntarily hand injected by keeper for sedation for physical.

ADMINISTRATION DIVISION

Zoo Director and Curator of Education attended Crisis Communication training, and helped with the City's United Way End of Drive event. Staff assisted with the 22nd annual Boo! At the Zoo including preparation and cleanup. All-staff meetings covered the United Way drive, a Grow Well Clinic update, CIPs, and AZA Conference reports. CIPs were submitted. Director presented the September monthly report to the City Commission with assistance of the Education Division and animal ambassadors. Weekly "Zoo to You" Telegram columns, 3 radio spots and 1 television interview were covered by staff. Staff facilitated the Leave A Legacy event at the Zoo.

EDUCATION DIVISION

The Education Division gave 81 formal programs to 2199 people, reached an additional 232 people through 12 hours informal programming, and 1 class learned from a discovery box checkout. Distance Learning programs earned \$760 in fees. The Education Division continued editing and organizing program content. A number of signs are in various stages of development (Winter Aviary, Evolution of Zoos, Directionals, Butterfly Graphics, Visitor Guide/rules, Nature Play, Pollinator Pals, Asian Wild Horse, White Cheeked Pintail, Red Crested Pochards, etc.) Educ. staff continues to assist with Mississippi kite physical therapy. Staff organized and implemented an International World Lemur Day event on October 25th for 85 attendees and held the Southwest Kansas Regional EcoMeet event on October 13th; 2 schools sent 6 teams to compete. Staff are reviewing time qualifications of volunteers for active status, and organizing the upcoming docent appreciation event. Curator of Education and General Curator are collaborating for animal training class for staff members. Education staff and volunteers visited the Sedgwick County Zoo on a continuing education trip.

MAINTENANCE DIVISION

This month the main focus for the maintenance division was completing the Asian Wild Horse exhibit. Barriers of cable and hotwire were installed around the habitat as needed. All fencing was painted and a door was built and installed for the south side of the barn. The animal information sign was also mounted. Another big focus was preparing for BOO! At the Zoo (mowing and weed eating as well as purchasing new event trash cans and making sure that appropriate event barriers were up and secure).

Along with these projects we worked on the basilisk exhibit making a pond and functioning waterfall. A creep door was built to allow the new cavies to enter their stall in the SAP barn while keeping the alpacas out. Twenty-one volunteers from GCCC came to the zoo and assisted in painting the wrought iron fence at the pedestrian entrance to the zoo. We removed the vines on the south trellis of the Finnup Center as well as replacing some broken cross beams and one main support timber for the trellis. A compost sale was held. A number of work orders related to the daily safe operation of the zoo were also completed (i.e. a fraying cable was replaced in the bear barn, a rope fence by MOA was repaired, the handicap door opener at FCCE was repaired as well as stall door #5 at the NAP barn). A quarterly zoo Emergency Response Weapons team range practice was also held.

Consideration of Appropriation Ordinance

Ordinances & Resolutions



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Steve Cottrell, Assistant to the City Manager
DATE: November 15, 2016
RE: Garden City Industrial Park Annexation

ISSUE:

The Governing Body is asked to consider and approve a request for annexation from Garden City Industrial Park, LLC (GCIP).

1. Ordinance No. _____-2016, an ordinance annexing land to the City of Garden City, Finney County, Kansas, pursuant to K.S.A. 12-520(a)(7).

BACKGROUND:

Garden City Industrial Park, LLC (GCIP) has acquired a 51.13 acre tract adjacent to the Transload facility. The property is contiguous to the City Limits on three sides. This tract completes the Transload facility between Farmland Road and the Second Drainage District channel.

GCIP's annexation request includes a request that the property be served by City Utilities. GCIP has applied for rezoning of the property, which is scheduled for the December 15 Planning Commission meeting.

ALTERNATIVES:

1. Accept the annexation request from GCIP and adopt the Annexation Ordinance.
2. Defer action until a later date.

RECOMMENDATION:

Staff recommends accepting the annexation request from GCIP and adopting the Annexation Ordinance.

FISCAL NOTE:

There is no cost to the City for this action. The City will receive future property tax and utility revenue.

ATTACHMENTS:

Description	Upload Date	Type
Annexation request	11/4/2016	Backup Material
Annexation map	11/4/2016	Backup Material
Annexation Ordinance	11/4/2016	Ordinance



Mayor and City Commisioners
City of Garden City
P.O. Box 998
Garden City, KS 67846

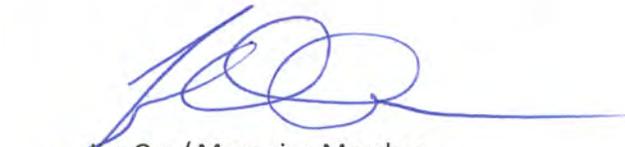
Dear Mayor and Commisioners

On behalf of Garden City Industrial Park we are writing this letter is to request that property Tr.in N/W4 N/E4 26-24-32W, Garden City, KS (the old Gary Dick Property surrounded by the old JBS Property), as described on the attached, be annexed into the City of Garden City. We further request that all city utilities – water, wastewater, electric, and solid waste –provide service to the property.

Sincerely,



Jim Orr / President
Transportation Partners and Logistics, LLC



Jim Orr / Managing Member
Garden City Industrial Park, LLC

Transportation Partners and Logistics, LLC.
PO Box 51647 Casper, WY 82605
1551 Three Crowns Dr. Ste. 104 Casper, WY 82604
P (307)337-2672 F (307)337-2673

KANSAS WARRANTY DEED
(Individual/Tenants in Common)

THIS DEED, is made this 19 day of **October, 2016** by and between **Dick Construction Inc** as Grantor(s), and **Garden City Industrial Park, LLC**, as Grantee(s), whose mailing address is , .

WITNESSETH, that the Grantor(s), for and in consideration of the sum of One Dollar and other good and valuable consideration paid by the Grantee(s), the receipt and sufficiency of which is hereby acknowledged by Grantor(s), do/does by these presents **GRANT, BARGAIN AND SELL, CONVEY AND WARRANT** unto the Grantee(s), the following described Real Estate, situated in the County of **Finney** and State of Kansas, to-wit:

All of Lot Two (2), Lot Three (3), and the Northwest Quarter of the Northeast Quarter (NW/4 NE/4) of Section Twenty-six (26), Township Twenty-four (24) South, Range Thirty-two (32) West of the Sixth Principal Meridian, Finney County, Kansas, lying and situate North of the right-of-way of the Atchison, Topeka, and Santa Fe Railway Co.,

EXCEPT, a tract described as follows: Beginning at a point on the North line of said Section 26, said point being 732.21 feet East of the Northwest corner of said Section 26; thence East along the North line of said section a distance of 415.0 feet; thence South at an interior angle of 90° a distance of 287.72 feet to the Northerly right-of-way line of the Atchison, Topeka, and Santa Fe Railroad; thence in a Northwesterly direction along the Northerly right-of-way line of said railroad and at an interior angle of 55°16' a distance of 504.98 feet to the point of beginning, and

EXCEPT. A portion of Lot Three (3) and the East 200' of Lot Two (2) South of railroad right-of-way running through said Lots 2 and 3; and

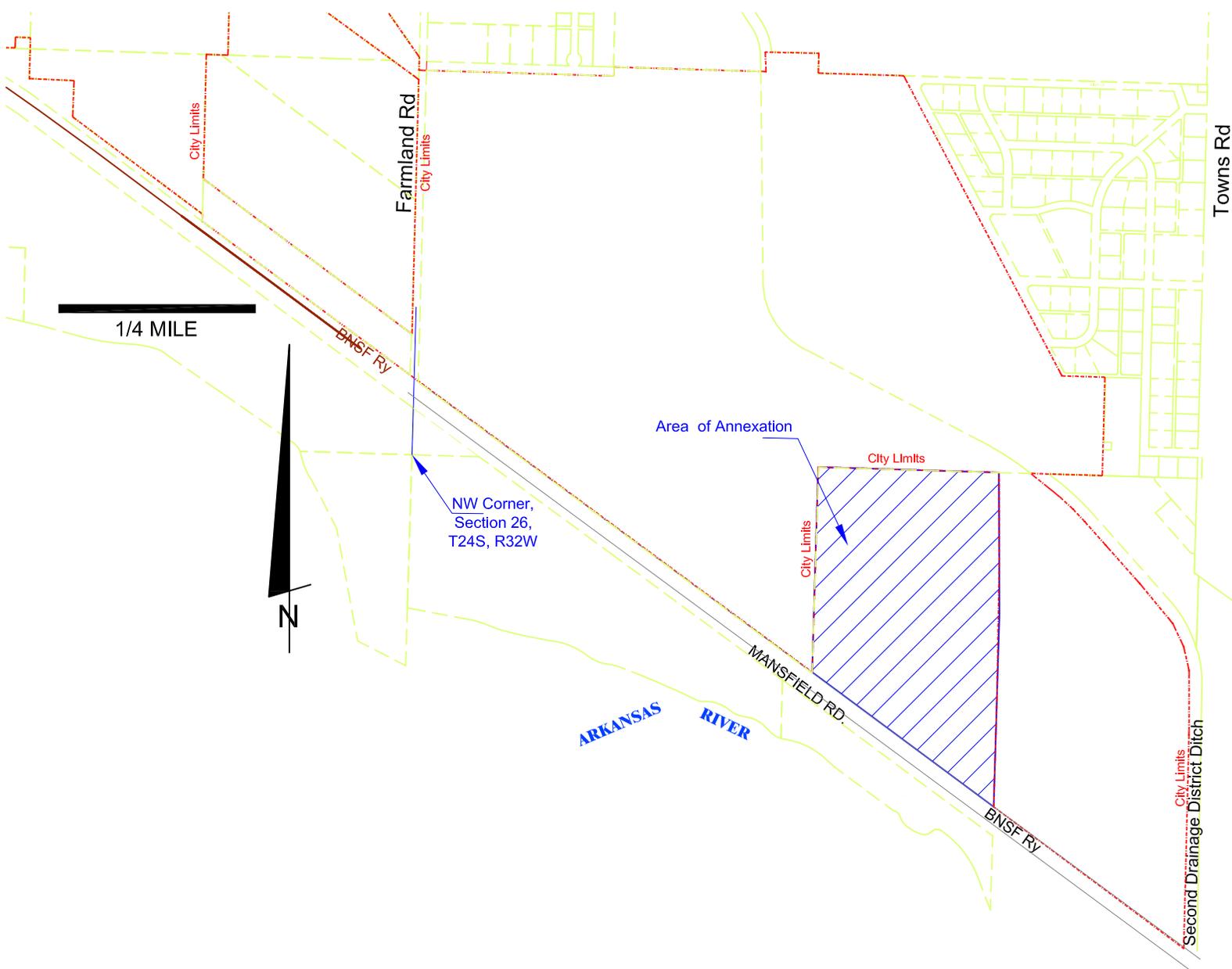
EXCEPT, a tract described as commencing at the Northeast corner of said Section 26 and thence N 90°00'W along the north line of said section a distance of 1319.62 feet to a 1/2" rebar for the point of beginning; thence continuing West along the north line of said Section 26 a distance of 31.0 feet to a rebar; thence S 1°49'21"E, a distance of 955.38 feet to a rebar; thence East to a point on the west line of the east half of the Northeast Quarter which is 954.90 feet south of the north line of said Section 26; thence N 0°02'13" E along the west line of the east half of the Northeast Quarter of said Section 26 for 954.90' to the point of beginning.

EXCEPT oil, gas and other minerals underlying the surface of said land.

Subject to all easements, restrictions and reservations, if any, now of record.

TO HAVE TO HOLD the same, together with all rights and appurtenances to the same belonging, unto the Grantee(s), and to the heirs and assigns of such Grantee(s) forever.

The Grantor(s) hereby covenanting that the Grantor(s), and the heirs, executors, administrators and assigns of the Grantor(s), shall and will **WARRANT AND DEFEND** the title to the premises unto the Grantee(s), and to the heirs and assigns of Grantee(s) forever, against the lawful claims of all persons whomsoever, excepting, however, the general taxes for the current calendar year and thereafter, and special taxes becoming a lien after the date of this deed.



1/4 MILE



Farmland Rd

City Limits

BNSF RY

NW Corner,
Section 26,
T24S, R32W

Area of Annexation

City Limits

City Limits

ARKANSAS RIVER

MANSFIELD RD.

BNSF RY

Second Drainage District Ditch

Towns Rd

ORDINANCE NO. ____-2016

AN ORDINANCE ANNEXING LAND TO THE CITY OF GARDEN CITY, FINNEY COUNTY, KANSAS, PURSUANT TO K.S.A. 12-520(a)(7).

WHEREAS, the following described land adjoins the City of Garden City, Kansas, and is generally located in Section 26, Township 24 South, Range 32 West of the 6th P.M., Finney County, Kansas; and

WHEREAS, Garden City Industrial Park, LLC, (Owner) is the owner of the following described land; and

WHEREAS, the Owner has requested and consented in writing to annexation of the following described land; and

WHEREAS, the Governing Body of the City of Garden City, Kansas, finds it advisable to annex the following described land.

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

SECTION 1. That the following described land is hereby annexed and made a part of the City of Garden City, Finney County, Kansas:

A parcel of land located in Section 26, Township 24 South, Range 32 West of the 6th P.M., Finney County, Kansas, more particularly described as follows:

All of Lot Two (2), Lot Three (3) and the Northwest Quarter of the Northeast Quarter (NW/4, NE/4) of Section 26, Township 24 South, Range 32 West of the 6th P.M., Finney County, Kansas, lying and situate North of the right-of-way of the BNSF Railway Company; EXCEPT, a tract described as follows: Beginning at a point on the North line of said Section 26, said point being 732.21 feet East of the Northwest corner of said Section 26; thence East along the North line of said Section a distance of 415.0 feet; thence South at an interior angle of 90° a distance of 287.72 feet to the Northerly right-of-way of said Railroad; thence in a Northwesterly direction along the Northerly right-of-way line at an interior angle of 55°16' a distance of 504.98 feet to the point of beginning; and EXCEPT, a portion of Lot Three (3) and the East 200' of Lot Two (2) South of the railroad right-of-way running through said Lots 2 and 3; and EXCEPT, a tract described as commencing at the Northeast Corner of said Section 26 and thence N 90°00' W along the North line of said Section a distance of 1319.62 feet to the point of beginning; thence continuing West along the North line of said Section 26 a distance of 31.0 feet; thence S 1°49'21" E, a distance of 955.38 feet; thence East to a point on the West line of the East Half of the Northeast Quarter which is 954.90 feet south of the north line of said Section 26; thence N 0°02'13" E along the West line of the East Half of the Northeast Quarter of said Section 26 for 954.90 feet to the point of beginning. Said tract being annexed contains 51.13 acres, more or less.

SECTION 2. This annexation is made pursuant to K.S.A. 12-520(a)(7). No resolution, notice or public hearing is required pursuant to K.S.A. 12-520a(f).

SECTION 3. This ordinance shall be in full force and effect from and after its publication, in the Garden City Telegram, the official city newspaper.

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

Chris Law, 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: November 15, 2016
RE: GC2016-67: A Rezone of 2827, 2823, 2814 El Dorado Place

ISSUE:

The Governing Body is asked to consider and approve a rezone of 2827, 2823, 2814 El Dorado Pl., from “R-3” Multiple Family Residential to “R-C” Condominium Townhouse District.

Ordinance No. _____-2016, an ordinance approving the rezoning of land from “R-3” Multiple Family Residential District to “R-C” Condominium Townhouse District; amending the Zoning Ordinance and the District Zoning Map of the City; repealing the current Zoning Ordinance and District Zoning Map; all to the Code of Ordinances of the City of Garden City, Kansas.

BACKGROUND:

General Information			
Date:	November 15 th , 2016	Jurisdiction:	Garden City
Owner:	Laurie Tyler		
Applicant:	Laurie Tyler		
Requested Action:	Rezoning from “R-3” Multiple Family Residential to “RC” Condominium Townhouse District.		
Purpose:	Rezone property to allow for the properties to be turned into condominiums.		
Location Address:	2827, 2823, 2814 El Dorado Pl., Garden City, KS.		
Comprehensive Plan:	The proposed land use is consistent with the Comprehensive Plan		
Sites Existing Zoning:	“R-3” Multiple Family Residential		
Surrounding Zoning:	North	“R-3” Multiple Family Residential	
	South	“R-3” Multiple Family Residential	
	East	“R-3” Multiple Family Residential	
		“R-2” Single Family Residential	

	West "R-3" Multiple Family Residential District
Land Area:	Contains 1.064 acres +/- for all parcels together
Notice Date:	This project was published and noticed by mail as required by code.

Comments & Required Improvements

1. The applicant is requesting to rezone the three parcels located at 2827, 2823, and 2814 El Dorado Place from the "R-3" Multiple Family Residential District to "R-C" Condominium Townhouse District.
2. The owner would like to classify the existing apartment buildings as condominiums for the purpose of possible future sales of the properties.
3. A preliminary inspection of the buildings has been done, and the apartments are currently up to code to be classified as condominiums.
4. If rezoned, the property owner will have to bring the properties up to conform to the parking requirements of the Condominium Townhouse District.
5. In accordance to Section 9.090 "parking requirements", "one and one-half spaces shall be provided for each dwelling unit containing one bedroom, and two spaces shall be provided for each dwelling unit containing two or more bedrooms. All parking shall be located behind the front building line in the side or rear yard". Each property will need to contain a total of 8 parking spaces.

The Governing Body may approve according to the criteria in Section 27.040. Below is the complete list of these criteria:

27.040. AMENDMENT EVALUATION CRITERIA.

Prior to taking any action on a request for an amendment which is not a general revision of the Zoning Regulations and which will affect specific property, the Governing Body shall give consideration to the following evaluation criteria:

- (A) The physical character of the neighborhood surrounding the property under consideration.
- (B) The existing zoning and land uses of properties both adjacent and near the property under consideration,
- (C) The suitability under existing conditions of the subject property for the land uses to which it has been zoned
- (D) The extent to which removal or alteration of the existing zoning classification will affect nearby properties (outlined in (B) above),
- (E) The length of time the subject property has remained vacant as zoned (if applicable),
- (F) The relative gain to the public health, safety and welfare by the change of value of the landowner's property compared to any hardship that may be imposed upon the landowner,
- (G) The consideration of recommendations of permanent or professional staff (if applicable),
- (H) The conformance of a proposed zoning change to the adopted or recognized Comprehensive Plan being utilized by the City of Garden City, Kansas, and
- (I) Other factors relevant or specific to a particular proposed zoning amendment. (Ord. #1770, 11/2/91)

ALTERNATIVES:

The Governing Body may:

1. Approve the rezoning request
2. Deny the rezoning request

RECOMMENDATION:

Staff recommends approval of the rezone.

Planning Commission recommendation: On October 20, 2016, the Planning Commission recommended approval of the rezone.

Members Present- 6

Yea- 6

Nay- 0

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
Minutes, maps & Pictures	11/9/2016	Backup Material
Ordinance	11/9/2016	Ordinance



*Attached are the minutes from the Planning Commission pertaining to this case.

GC2016-67 Rezone of 2827, 2823, & 2814 El Dorado Pl. from “R-3” to “R-C”, Laurie Tyler

Staff Croteau reads staff report.

Ashley (daughter) – We did notice that this is actually in an area targeted for improvement within Garden City, which is part of what this project will include, is us improving these buildings. You might have noticed they (the buildings) have color to them now instead of the flat beige if you have been around that area. It’s also going to provide some low and middle income housing which is actually pretty gone right now, from our understanding, and not a whole lot of it available. This is going to provide potentially twelve single family residences for purchase within a reasonable price range for the residences of Garden City.

OPEN PUBLIC COMMENT

Jerry Anton – We are Jerry and Martha Anton and we are the property owners to the immediate north of the identifying property. We received our letter in the mail but this is our first public hearing that we attend so we don’t know what our concerns are. We don’t know how it will affect our property, property value, etc. My comments are simply to pay the concern of lack of understanding of what is actually transpiring here.

Chairman Lopez – This is actually new territory for me as well; I don’t think we have run into this before.

Secretary Kentner – This area has been predominantly a rental market area. All the properties located in this area are made up of apartment complexes, duplexes and four-plexes. The owners, in changing the zoning to Condominium Townhouse Zoning district, will be allowed to sell these as attached homes to individual homeowners. The attached homes will make them affordable units that they can sell off individually and as separate properties. It’s still a multi-family area, except that these will be owner-occupied units, more similar to the single family around it and maybe the duplexes next to it, which can be owned by one person who will rent them out separately. It’s not saying that a single-family can’t be rented out, but it just means that there’s more ownership granted to the individual property.

Chairman Lopez – As far as parking requirements, is it any different than multi-family units as it exists now?

Secretary Kentner – It is slightly different.

Staff Davidson – They must have two per unit, where as in the “R-3” district, or in a single residence, you have to have four.

Secretary Kentner – Most of these properties do have reverse access; all their properties have accesses off the back. We did receive a few calls in regards to what was going on and how it’s happening. Some of the concerns that were brought up were basically the traffic issues that exist already in the alleyways. The traffic issues won’t change much because it’s not doing anything other than adding a couple parking spots that make it more conforming to this district.

Chairman Lopez – I don’t see it as bringing up any additional exposures or issues that don’t already exist there, as a matter of fact, I thought quite the opposite. If they’re selling condos then that might be a little more stable than people moving in and out.

Vice-chairman Germann – You’re right.

Member Howard – You have a more stable neighborhood when you have individual ownership than when you have renters, for the most part. I can’t guarantee that, but it typically improves things.

Member Hitz – So if they wanted to sell right now then would they have to sell the four-plex, but if we change it then they could sell one, two three, or four; it makes a lot of sense to me.

Member Howard – Me too.

Vice-chairman Germann – It would actually probably improve the values of the neighboring properties.

So they do conform to the guidelines for condominiums and don’t have to go in and change them structurally?

Secretary Kentner – Correct. They allowed the inspectors to go on site and they are currently up to code with the fire walls. There wouldn’t be any sprinklers required because they have the existing firewalls at this time.

Vice-chairman Germann – What about an association? Will there be a condominium association with dues with it?

Ashley – It would be treated like a single-family residence.

Secretary Kentner – They would be selling the whole property with it.

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Vice-chairman Germann – So they would be considered townhomes, not condominiums?
Ashley – Right. I also wanted to say that there is another property that this would help on the block as well. It is located south of 2814 (2808 El Dorado) which is currently already sold as single units but is not properly zoned. I just wanted to bring that up because it would actually help that situation should they decide to rezone their particular land as well.
Martha Anton – Will there be any change to the remaining properties like ours?
Secretary Kentner – It does not change anyone else’s property other than the three properties in questions highlighted on the map.
CLOSE PUBLIC COMMENT
Secretary Kentner clarifies the definition and difference between a townhome and a condominium according to the building code. *Vice-chairman Germann* explains that these would be considered townhomes in a sense that the owner would own everything inside of their property line.
Secretary Kentner – This zoning district allows them to sell either way between a townhome and a condominium.

MEMBER HOWARD MAKES MOTION TO APPROVE THE REZONE OF 2827, 2823, AND 2814 EL DORADO PLACE FROM “R-3” TO “R-C”. VICE-CHAIRMAN GERMANN SECONDS MOTION.

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

Germann	Hitz	Gigot	Howard	Law	Lopez	Schneider	Schwindt	Stewart
Yea	Yea	Not Present	Yea	Yea	Yea	Yea	Not Present	Not Present

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



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Case Number: GC2016-67
Applicant: Laurie Tyler
Address: 2827, 2823 & 2814 El Dorado Place
Request: Rezone from 'R-3' to 'R-C'





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Figure 1: View of the back of 2814 El Dorado, looking west.



Figure 2: View of the front of 2814 El Dorado, looking east.



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Figure 3: View of the back of 2823 El Dorado, looking east.



Figure 4: View of the back of 2823 El Dorado, looking west.



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Figure 5: View of the front of 2827 El Dorado, looking west.



Figure 6: View of the back of 2827 El Dorado, looking east.

(Published in the Garden City Telegram on the _____ day of November, 2016)

ORDINANCE NO. _____-2016

AN ORDINANCE APPROVING THE REZONING OF LAND FROM "R-3" MULTIPLE FAMILY RESIDENTIAL DISTRICT TO "R-C" CONDOMINIUM TOWNHOUSE DISTRICT; AMENDING THE ZONING ORDINANCE AND THE DISTRICT ZONING MAP OF THE CITY; AND REPEALING THE CURRENT ZONING ORDINANCE AND DISTRICT ZONING MAP; 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. The Zoning Ordinance of the City of Garden City, Kansas, adopted by Ordinance No. 2528-2011, with all amendments thereto, is hereby amended to rezone the below described real property from "R-3" Multiple Family Residential District to "R-C" Condominium Townhouse District:

Lots Eleven (11) and Twelve (12), Block Two (2), Stone Addition to the City of Garden City, Finney County, Kansas
AND
Lots Three (3) and Four (4), Block One (1), Stone Addition to the City of Garden City, Finney County, Kansas. Except all oil, gas and/or minerals.
AND
Lots One (1) and Two (2), Block One (1), Stone Addition to the City of Garden City, Finney County, Kansas.

SECTION 2. The District Zoning Map referred to in the Zoning Regulations, Section 3.020, of the City of Garden, Kansas, adopted by Ordinance No. 2528-2011, as previously existing and amended, be and the same is hereby amended, to be consistent with the amendments set forth herein.

SECTION 3. The current Zoning Ordinance, Zoning Regulations, and District Zoning Map of the City of Garden City, Kansas, as previously existing and amended, be and the same hereby are repealed, to be replaced as specified in this ordinance. All sections of the Zoning Ordinance, Zoning Regulations, and District Zoning Map not specifically amended herein, shall remain in full force and effect.

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

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

CHRIS LAW, 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: November 15, 2016
RE: GC2016-54: Update Official Zoning Map for the City of Garden City

ISSUE:

The Governing Body is asked to consider and approve updating the official zoning map of the City of Garden City.

Ordinance No. _____-2016, an ordinance amending the District Zoning Map of the City of Garden City, Kansas; repealing the current District Zoning Map of the City; all to the Code of Ordinances of the City of Garden City, Kansas.

BACKGROUND:

The official zoning map of the City of Garden City was last updated in July of 2015. The updated map is a reflection of the zoning changes that have occurred since the last official update in 2015. For this year's annual update of the official map, staff has included the recently approved updates to the airport zoning districts (GC2016-41). These changes to the airport zoning districts are included on the Garden City Airport insert on this map. (Please refer to Exhibit 1.) The official zoning map for the City of Garden City is on display for public use in the Neighborhood & Development Services office.

ALTERNATIVES:

The Governing Body may:

1. Approve the updated zoning map.
2. Not approve the updated zoning map.

RECOMMENDATION:

Staff recommends approval of the updated map.

Planning Commission recommendation: On October 30, 2016 the Planning Commission recommended approval of the map.

Present- 7

Yea- 7

Nay- 0

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
Minutes and map	11/9/2016	Backup Material
Zoning Map Ordinance	11/11/2016	Backup Material



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**Attached are the minutes from the Planning Commission pertaining to this case.*

GC2016-54 Update Official Zoning Map of Garden City, Staff

Secretary Kentner explains case. He reminds the board that they have taken action on this case but it was tabled to allow additional time for any potential comments from the public to emerge.

OPEN PUBLIC COMMENT

CLOSE PUBLIC COMMENT

VICE-CHAIRMAN GERMANN MAKES MOTION TO APPROVE UPDATING THE OFFICIAL ZONING MAP OF THE CITY OF GARDEN CITY. MEMBER HITZ SECONDS MOTION.

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

Germann	Hitz	Gigot	Howard	Law	Lopez	Schneider	Schwindt	Stewart
Yea	Yea	Not Present	Yea	Yea	Yea	Yea	Not Present	Not Present

**These minutes are draft only and have not been reviewed by the Planning Commission.*

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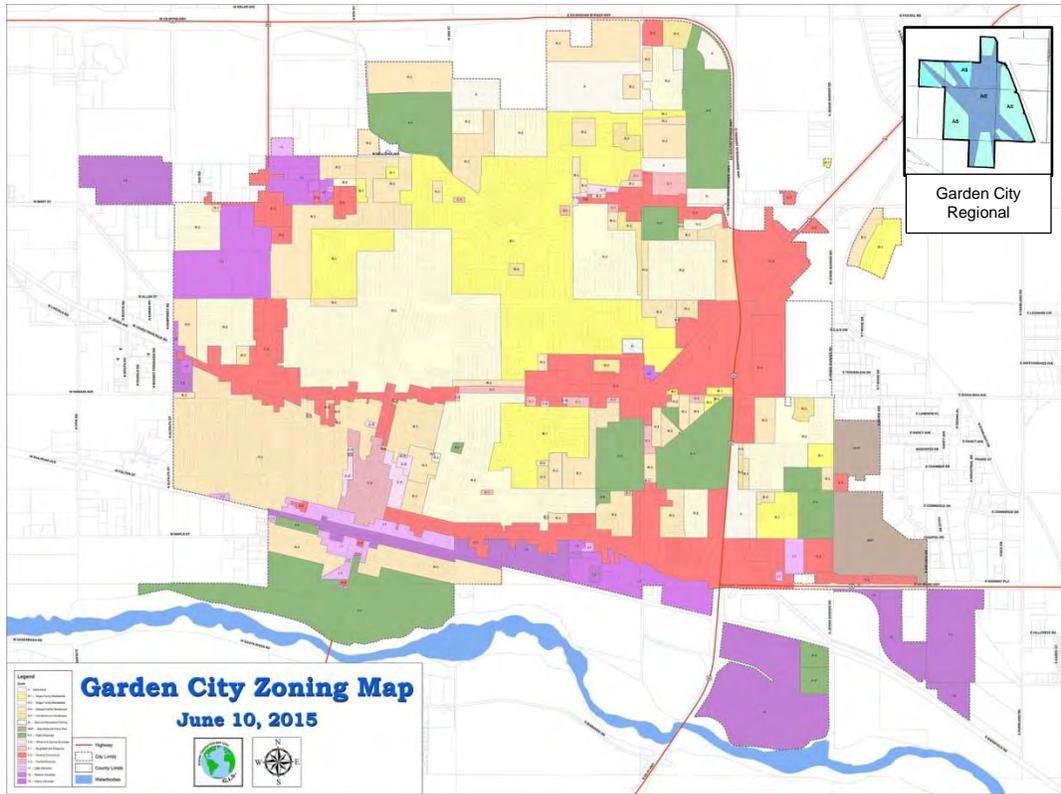


Exhibit 1: Existing Garden City Zoning Map with the Proposed Addition of the Airport Zones

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(Published in the Garden City Telegram on the _____ day of November, 2016)

ORDINANCE NO. _____ - 2016

AN ORDINANCE AMENDING THE DISTRICT ZONING MAP OF THE CITY OF GARDEN CITY, KANSAS;
REPEALING THE CURRENT DISTRICT ZONING MAP OF THE CITY; 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. The District Zoning Map of the City of Garden City, Kansas, adopted by Ordinance No. 2702-2015 with all amendments thereto, is hereby amended as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 2. The District Zoning Map referred to in the Zoning Regulations, Section 3.020, of the City of Garden City, Kansas, adopted by Ordinance No. 2528-2011, as previously existing and amended, be and the same, is hereby amended to be consistent with the amendments set forth herein.

SECTION 3. The current District Zoning Map of the City of Garden City, Kansas, as previously existing and amended, be and the same hereby is repealed, to be replaced as specified in this ordinance.

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

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

CHRIS LAW, Mayor

ATTEST:

Celyn N. Hurtado, City Clerk

APPROVED AS TO FORM:

RANDALL D. GRISELL, City Counselor

Old Business



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Melinda Hitz, Finance Director
DATE: November 15, 2016
RE: 2016 Amended Budget Certificate

ISSUE:

1:30 p.m. - Public Hearing on the matter of the Governing Body hearing questions, concerns and comments from the public with regard to the 2016 budget amendments that are necessary to reflect actual 2016 expenditures.

Following the hearing, the Governing Body is asked to approve the Certificate of Amendment of the 2016 Budget.

BACKGROUND:

Due to changes in programs, cash carryover, and additional revenues there is a need to amend the authorized budget for 2016.

The following funds to amend as shown in the Proof of Publication and the justification are:

<u>Fund</u>	<u>Justification</u>
TIF/RHID/CID	Expenditure Transfer
Capital Improvement	Cash Carryover Additional Revenue
Finnup Trust	Cash Carryover
126a13 Revolving	Demolition Expense
Special Recreation & Parks	Program Change Cash Carryover
Airport Improvement	Grant Funds

ALTERNATIVES:

- 1) Amend budgets as shown on the 2016 Amended Budget Certificate.
- 2) Do not amend and have budget violations governed under K.S.A. Statute 79-2935.

RECOMMENDATION:

Following the hearing, staff recommends approve the 2016 Amended Budget Certificate.

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
2016 Amended Budget Certificate	11/7/2016	Backup Material

CITY OF GARDEN CITY

2016

Adopted Budget

TIF/RHID/CID	2016 Adopted Budget	2016 Proposed Budget
Unencumbered Cash Balance January 1	758,169	704,355
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
DISTRIBUTION-CITY TIF	1,401,843	1,205,262
DISTRIBUTION-TIF	60,000	114,258
DISTRIBUTION-RHID	145,000	161,625
DISTRIBUTION-CID	210,000	75,000
Interest on Idle Funds		
Total Receipts	1,816,843	1,556,145
Resources Available:	2,575,012	2,260,500
Expenditures:		
DISBURSEMENT-TIF	60,000	114,258
DISBURSEMENT-RHID	145,000	161,625
DISBURSEMENT-CID	210,000	75,000
INTEREST ON BONDS	591,052	583,644
PRINCIPAL ON BONDS	570,000	550,000
TRANSFER - CAPITAL IMP RESERVE		316,000
Total Expenditures	1,576,052	1,800,527
Unencumbered Cash Balance December 31	998,960	459,973

**Notice of Budget Hearing for Amending the
2016 Budget**

The governing body of

CITY OF GARDEN CITY

will meet on the day of NOVEMBER 15, 2016 at 1:30 PM at CITY ADMINISTRATIVE CENTER, 301 N 8TH ST. for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at SERVICE AND FINANCE OFFICE and will be available at this hearing.

Summary of Amendments

Fund	2016 Adopted Budget			2016 Proposed Amended Expenditures
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	
TIF/RHID/CID			1,576,052	1,800,527
CAPITAL IMP RESV			415,000	1,416,000
FINNUP TRUST			108,750	204,583
12-6a13 - REVOLVING			38,000	80,000
SPECIAL REC & PARKS			92,000	183,750
AIRPORT IMPROVMT			1,058,019	1,900,000

MELINDA HITZ
Official Title: FINANCE DIRECTOR

New Business



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Kaleb Kentner, Neighborhood & Development Services Director
DATE: November 15, 2016
RE: Distribution Downtown Development Fund for 515 N. 8th Street

ISSUE:

The Governing Body is asked to consider the distribution of the Downtown Development Fund for 515 N. 8th Street.

BACKGROUND:

Melvi Ojeda has submitted an application for the Downtown Development Fund (DDF) on behalf of Jose Guevara for remodeling and façade renovation of the exterior of 515 N. 8th Street. This property is located in the C-3, Central Business District. The total cost of the renovation is estimated to be \$48,518.40, and the applicant is asking for the remainder of the 2016 funds which would be \$33,646.40. This amount would be just under 70%. (The DDF allows for an 80% match by the City.) The application submittal has been attached for the Commission's review.

The project is to include the remodeling of the exterior of the former Roses House of Flowers store front. They will be power washing the brick to expose the original color beneath the white painted brick. The Blue Trim will be removed and there will be stucco applied to all the exposed wood. The wood posts in the front will be enlarged and covered in stucco to appear as columns. In the rear of the building there is railing for the basement entrance; the railing will be replaced with a compliant railing.

The applicant would also like to make improvements to the interior of the main floor retail spaces. There are three retail units on the main level. The plans are to combine two of the units to create one larger unit and one smaller unit. The larger unit will be remodeled to allow for a coffee shop. The applicant has a tenant already lined up for that space. The second unit will get new neutral flooring and paint to allow for the new tenant to make additional improvements as needed.

Both units will have their restrooms completely remodeled to make them ADA accessible. The applicant also plans on putting in new flooring for the access to the four (4) apartments above.

This project is in compliance with the Downtown Master Plan and the Garden City Zoning Regulations.

ALTERNATIVES:

The Governing Body may:

1. Fund the presented project at \$33,646.40.

2. Fund the requested application at a different amount.
3. 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 \$33,646.40 in the fund. If this application is awarded at the amount requested, the Downtown Development Fund would be depleted for the 2016 year. The Downtown Development Fund is funded by the General Fund.

ATTACHMENTS:

Description	Upload Date	Type
Photos	10/26/2016	Backup Material
Building Permit	11/9/2016	Backup Material
Application material	11/9/2016	Backup Material

515 N. 8th Street

The exterior of the building will be power washed to expose the original color of the brick as seen to the right. The Blue trim will be removed with stucco applied to the exposed wood. The railing will be replaced with a compliant railing.



The interior will receive new paint and flooring. The bathrooms will also be remodeled to make them ADA accessible.

New flooring will also be added to the access hallway for the four (4) apartments above.



INSPECTIONS: PH: 620-276-1120
 FAX: 620-276-1173 WEB: garden-city.org

BUILDING PERMIT APPLICATION:

LOCATION: Garden City: [] Holcomb: [] Finney County: []
 PROJECT ADDRESS: 515 n 8th Street
 DESCRIPTION OF WORK: Interior Renovation / Exterior paint + stucco
 SUBDIVISION NAME: _____ LOT NO.: _____ BLOCK NO.: _____
 ZONING DISTRICT: _____
 TYPE OF WORK: NEW: [] ADDITION: [] OTHER: Remodel *By*

NOV 09 2016

USE OF STRUCTURE OR NEW CONSTRUCTION:

OWNER: Jose I. Guevara
 ADDRESS: _____ CITY: Garden City STATE: KS ZIP: 67846
 HOME PHONE: _____ WORK PHONE: _____ FAX: _____ CELL: _____
 APPLICANT: Octavio Silva
 ADDRESS: 302 n. 13th. CITY: Garden City STATE: KS ZIP: 67846
 HOME PHONE: _____ WORK PHONE: _____ FAX: _____ CELL: 620-937-1962
 E-MAIL ADDRESS: _____

CONTRACTOR INFORMATION:
 BUILDER: ADEOS Construction
 CONTRACTORS LICENSE: _____ YES _____ NO
 PLUMBER: _____
 CONTRACTORS LICENSE: _____ YES _____ NO
 ELECTRICIAN: _____
 CONTRACTORS LICENSE: _____ YES _____ NO
 MECHANICAL: _____
 CONTRACTORS LICENSE: _____ YES _____ NO

***** 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: (Fill in or Circle Correct Answers) Work to begin: _____ and to be completed: _____

The following plans are attached with this application: Plot Plan/Site Plan: Yes or No Floor Plan: Yes or No Elevations: Yes or No Drainage: Yes or No

PLOT PLAN/SITE PLAN REQUIREMENTS: A plot plan/site plan is a map of a lot that shows the size and shape of the lot including dimensions (measurements) of all of the following: (1) Location of all structures existing or proposed. (2) The shape and position of all impervious areas, such as driveways, patios, sidewalks, and paving etc. (3) The distance from each structure to the property lines and to other structures. (4) You may also be required to show the location of structures on the adjoining lots and the distance from those structures to your proposed project. (5) Show public roads and driveway entrances. (6) Show all buildings with dimensions and setback dimensions. (7) Show all right-of-ways and all utility easements. (8) Grading & Drainage plans.

Estimated value of construction (materials & labor): \$ 48,518.40 Total Site Area: _____ Sq.Ft. _____ Acres

Proposed structure floor areas: Structure will cover _____ Square Feet Living Space Square Feet: _____

Basement Square Feet: _____ Basement Finished: Yes or No _____ % Basement Bath Roughin: Yes or No No. Bathrooms: _____

Garage Sq. Ft.: _____ Carport Sq. Ft.: _____ Decks Sq.Ft.: _____ Porches Sq.Ft.: _____ No. Bedrooms: _____ Total Number of Rooms: _____

TOTAL AREA SQ FT: 4000 Water Pipe Diameter: _____ Electric Meter _____ Sewer _____ Septic _____ Percent covered of Site area _____ %

I HEREBY AFFIRM THE ABOVE STATEMENTS ARE TRUE AND CORRECT AND ALSO AGREE TO COMPLY WITH ALL APPLICABLE PROVISIONS OF CHAPTER 18, BUILDINGS AND BUILDING REGULATIONS OF THE CODE OF ORDINANCES OF THE CITY OF GARDEN CITY AND OTHER APPLICABLE REGULATIONS AND LAWS THAT MAY APPLY. 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. THIS PERMIT MAY EXPIRE IN 180 DAYS FROM THE DATE OF APPROVAL. REQUESTS FOR INSPECTIONS REQUIRE A MINIMUM 24 HOURS NOTICE. PERMIT APPROVAL PROCESS MAY TAKE UP TO 3 BUSINESS DAYS. COMMERCIAL PROJECTS MAY TAKE UP TO 6 WEEKS FOR APPROVAL.

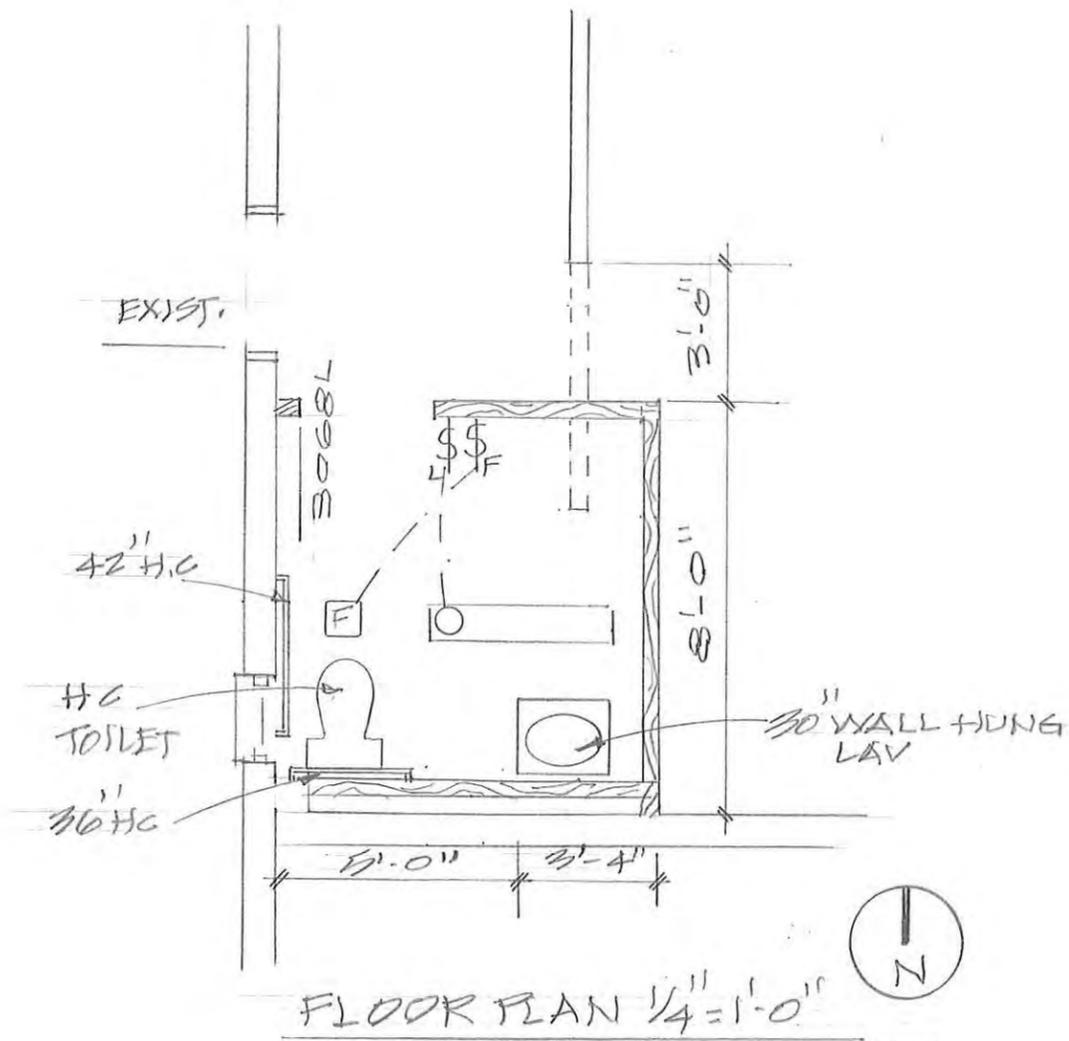
I HEREBY UNDERSTAND THAT THERE WILL BE A FINE TO THE BUILDING CONTRACTOR FOR ALLOWING THE OCCUPATION OF A STRUCTURE BEFORE A CERTIFICATE OF OCCUPANCY IS ISSUED.

APPLICANTS SIGNATURE: Octavio Silva DATE: 11/09/16

***** FOR OFFICE USE ONLY BELOW THIS LINE *****

RECEIPT NUMBER: _____ APPLICATION RECEIVED ON: _____ FILED: <input type="checkbox"/> PLOT PLAN/SITE PLAN <input type="checkbox"/> DRAWINGS & SPECIFICATIONS BUILDING PERMIT FEE: _____ MILEAGE FEE: _____ OTHER: _____ TOTAL PERMIT FEE: _____ <input type="checkbox"/> PERMIT FEE PAID PERMIT FEE RECEIVED BY: _____	** INSPECTIONS ** APPROVED _____ DENIED _____ <input type="checkbox"/> PLOT PLAN/SITE PLAN <input type="checkbox"/> BUILDING PLANS OCCUPANCY GROUP: _____ CONSTRUCTION TYPE: <input type="checkbox"/> SF Residential Includes Modular <input type="checkbox"/> SF Manufactured (HUD Standards) <input type="checkbox"/> MF two or more attached dwellings <input type="checkbox"/> Any Residential Remodel <input type="checkbox"/> New Commercial <input type="checkbox"/> New Industrial <input type="checkbox"/> Commercial/Industrial Remodel <input type="checkbox"/> Misc. (Utility, Religious, Public or Non Profit Project)	** ENGINEERING ** <input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED <input type="checkbox"/> Address Assigned <input type="checkbox"/> Grading & Drainage Plan Approved <input type="checkbox"/> Curb Cuts Approved	** PLANNING ** <input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED <input type="checkbox"/> Historic Clearance <input type="checkbox"/> Site Plan Approved <input type="checkbox"/> Property Platted <input type="checkbox"/> Floodplain
	PERMISSION IS HEREBY 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 60 DAYS AND WORK SHALL NOT BE SUSPENDED FOR MORE THAN 180 DAYS OR THIS PERMIT SHALL BE NULL AND VOID. BUILDING INSPECTOR: <u>[Signature]</u> DATE: <u>11/9/16</u> PERMIT NUMBER: _____ rev. April 2015		

- SPEC
- 1) 2x4 WALL W/ 5/8" FC
 - 2) 2x4 TREATED PLATE
 - 3) 2x4 GRID CLG
 - 4) TILE FLOOR



DAN FANKHAUSER
ARCHITECT

1501 Fulton Terrace Ste.#2 • P.O. Box 579
Garden City, KS 67846

Office: 620-276-9248 Fax: 620-276-4194
Cell: 620-272-4047 Email: dfank@gcnet.com

JOB 2016-32 DEF
H.C. RESTROOM
515 N 8TH ST, GC, KS.



APPLICATION FOR DOWNTOWN DEVELOPMENT FUND

PLEASE PRINT OR TYPE

PROPERTY INFORMATION

OWNER'S NAME

Jose Guevara

OWNER'S MAILING ADDRESS

1414 W Campbell
Garden City, KS 67846

PHONE NUMBERS

HOME

620-290-2952

WORK

620-275-0540

EMAIL

santarosage@gmail.com

PROPERTY ADDRESS

515 N. 8th St.
Garden City, KS 67846

REQUIRED DOCUMENTATION

(The following documents *MUST* be turned in with application)

COPY OF DEED RECEIPT OF PAID TAXES COMPLETED W9 CONSTRUCTION BIDS

PROPERTY IMPROVEMENTS

PLEASE CHECK ALL THAT APPLY

Environmental Remediation Façade Renovation Interior Remodel Efficiency Upgrades
 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)

IMPROVEMENT DESCRIPTION

(Please be specific and Use additional sheets if necessary)

Attached

IMPROVEMENT (cost estimates)

Building Costs: \$ 48,518.40

Professional Fees: \$

PROJECTED CONSTRUCTION SCHEDULE

11 '01 '16
START DATE

FINISH DATE

PROPERTY OWNER / APPLICANTS SIGNATURE

10 '19 '16
DATE

FOR OFFICE USE ONLY

APPROVALS:

Community Development Date of Approval _____
 Governing Body Date of Approval _____

Improvement Description:

Exterior:

Improvements will include an update to the façade. All wooden borders will be replaced and covered in stucco. Exterior brick will be powerwashed and repainted to match the original brick color. Pillars will be redone in matching stucco or ceramic depending on the best fit after exterior walls are done. Window trims and doors will be repainted as needed. Handrails along the back will be updated for safety purposes.

Interior(4,000 sq. ft.):

Wallpaper removal from one of the commercial spaces. Texture and paint will be added throughout entire middle floor using at least two paint colors. Light fixtures, cabinets, ceiling tile will be replaced as needed. Floors will be completely replaced with ceramic tile. One bathroom will be updated to provide accessibility compliance. Two bathrooms will be redone and installed. All doors will be fixed and updated as needed.

ESTIMATE

ADEOS Construction
302 N 13th
Garden City, Kansas 67846

Jose I. Guevara
515 N 8th Street
Garden City, Kansas 67846

Phone: (620) 937-1000
Email: adeosconstruction@gmail.com

Estimate # 000192
Date 10/18/2016

Description	Total
Entrance Details	\$1,300.00
Update existing facade style to stucco	
Outside Area	\$9,600.00
Repaint (handrails, doors as needed and building) Window trims 2x color walls and Over Hang	
Inside Remodel	\$12,900.00
Aprox. 4,000ft2 Remove wallpaper Tape and add textured finish within the building Replace light fixtures Replace cabinets as needed Replace ceiling tile as needed Set ceramic tile on floors Check all entrances and fix doors 2 Paint colors Trim Bathrooms x3 (including tile) 1 handicap Bathroom	
Material	\$21,000.00

Subtotal	\$44,800.00
Garden City	\$3,718.40
Total	\$48,518.40

DOWNTOWN DEVELOPMENT FUND AGREEMENT

THIS DOWNTOWN DEVELOPMENT FUND AGREEMENT ("Agreement") made and entered into this ___ day of _____, 20___, by and between the CITY OF GARDEN CITY, KANSAS ("City"), a municipal corporation, and _____ ("Recipient").

WHEREAS, City will conditionally award funds to Recipient in conjunction with Recipient's successful completion of the APPLICATION FOR DOWNTOWN DEVELOPMENT FUND ("Application") (a copy of which is attached hereto and incorporated herein), which was approved by the Governing Body of the City under date of _____ [Insert Date]; and

WHEREAS, it is the desire of City and Recipient to memorialize the expectations and procedures concerning Recipient's conditional award of funds from the City.

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

1. PREMISES. As delineated in its Application, Recipient has been conditionally granted an award of funds in the amount of \$_____ [Insert Dollar Amount] for repairs to **the** property located at the commonly known and numbered address of _____ [Insert Address], legally described as follows:

[INSERT LEGAL DESCRIPTION HERE]

The above described property shall hereinafter be referred to as the "Premises".

2. CONDITIONAL AWARD OF FUNDS. In conjunction with **their** successful Application, Recipient agrees and acknowledges that prior to City making any award of funds, Recipient shall:

- a. Initiate the repairs, improvements and/or additions delineated in **their** Application within **180 days of the date of the of the City's approval of the Application** ("Initiation Period"), said Initiation Period concluding on _____ [Insert Date 180 Days from Approval];
- b. Allow City staff to perform periodic inspections to the Premises during the period of time within which the repairs are being undertaken in order to monitor progress (said periodic inspections are to monitor progress related to Recipient's compliance with the Application, and are in no way intended to replace or supersede any inspection requirements of Recipient under existing City building and zoning codes);
- c. Submit invoices to City staff in a manner and form sufficient for their review, substantiating the completion of the repairs and/or improvements as delineated in the Application, said improvements to be no less than **90% of the total costs projected therein (i.e. cost estimates)** (included in these invoices should be any professional fees referenced in the Application);
- d. Provide proof that Recipient is in compliance with property tax assessments regarding the Premises; and

- e. Allow City staff the opportunity to complete a final inspection of the Premises, wherein a determination shall be made as to whether or not the repairs, improvements and/or additions have been completed in conformance with:
 - i. The proposed improvements to the Premises as enumerated in the Application;
 - ii. The conditions described in this Agreement; and
 - iii. The Code of Ordinances for the City of Garden City, Kansas, as well as all other relevant and enforceable building and zoning codes within the City.

3. TIMEFRAME FOR AWARD OF FUNDS. Upon Recipient satisfying the obligations and expectations enumerated above at Paragraph 2, City shall award the funds to Recipient in no less than thirty (30) days from the date of City's completion of the final inspection and approval of the Recipient's repairs, improvements and/or additions. City shall make the funds available to Recipient via a mutually agreeable method of payment consisting of either check or wire transfer.

4. TAX IMPLICATIONS OF AWARD OF FUNDS. Recipient acknowledges that any award of funds from the City shall be considered a local government grant. As such, the federal and state tax impact and consequences of the award of funds shall be borne solely by the Recipient. In executing this Agreement, Recipient acknowledges that they are on notice to the existence of potential tax consequences from their award of funds.

5. DEFAULT. This Agreement is made upon the express expectation that Recipient shall comply with all conditions enumerated in Paragraph 2 above. Should Recipient fail to comply with the conditions enumerated in paragraph 2 or any other provision herein for a period of ten (10) days after Recipient's receipt of written notice from City, wherein Recipient's failure(s) to comply with this Agreement are delineated, City may lawfully declare the termination of this Agreement. Upon City declaring the termination of this Agreement, Recipient shall, among other things, no longer be entitled to the award of funds delineated in the Application and this Agreement.

6. NOTICES. Except as otherwise specifically set forth in this Agreement, any notice required by the terms hereof shall be given in writing at the address set forth below by any of the following means: personal service, electronic communication, whether by facsimile or email, national recognized courier service, or registered or certified United States mail, postage prepaid, return receipt requested, as follows:

If to City: Matthew C. Allen, City Manager
 301 North 8th Street
 P.O. Box 899
 Garden City Kansas 67846
 Fax: 620-276-1169
 Email: Matt.Allen@gardencityks.us

If to Recipient: [Insert Recipient's Name (if an entity, enter name of entity)]
 [Followed by c/o and contact person's name and information]
 [Insert Address]
 [Insert Fax No.; if applicable]
 [Insert Email Address]

7. NO AGENCY/PARTNERSHIP. It is not intended by this Agreement to, and nothing contained in this Agreement shall create any partnership, joint venture or any other business relationship between City and Recipient.

8. FORCE MAJEURE. Any unforeseeable and unavoidable occurrence beyond the reasonable control of a party that prevents a party from fully performing its obligations hereunder, including, without limitation, acts of God, criminal acts, acts of war, explosions, epidemics, civil disturbances, labor problems, loss or malfunction of utilities, computer or communications services, or unforeseeable and unavoidable governmental actions by a governmental authority shall relieve the parties from compliance with this Agreement. Should such an event occur, the parties may, by mutual agreement, consent to an extension of the Initiation Period.

9. NONAPPROPRIATION OF FUNDS. In the event sufficient funds shall not be appropriated by the City for the award of funds required under the terms and conditions of this Agreement, the City may terminate this Agreement pursuant to the notice requirement set forth above at Paragraph 6. This Agreement is subject to the terms and provisions of the Cash Basis Law, K.S.A. 10-1101 *et seq.*, and the Kansas Budget Law, K.S.A. 79-2925 *et seq.*

10. GENERAL COVENANTS.

- a. This Agreement incorporates all the obligations, agreements and understandings of City and _____ [Insert Recipient] and there are no oral agreements or understandings between City and _____ [Insert Recipient] concerning the purpose covered by this Agreement.
- b. This Agreement may be amended, changed or modified, only upon the written consent of both City and _____ [Insert Recipient].
- c. This Agreement shall be binding upon and inure to the benefit of parties hereto, and their permitted successors, assigns and personal representatives.
- d. This Agreement shall be construed in accordance with the laws of the state of Kansas.
- e. The headings of the paragraphs of this Agreement are for convenience of reference only and shall not be considered a part of or affect the construction or interpretation of any provisions of this Agreement.
- f. In the event either party to this Agreement seeks legal enforcement or interpretation of this Agreement, and as often as, the prevailing party shall be entitled to reimbursement for its incurred costs, including, but not limited to, attorneys' fees, filing fees and other related court costs.
- g. If any part of this Agreement is declared invalid, illegal or otherwise unenforceable by a court of competent jurisdiction, the remaining portions shall continue to remain in full force and effect.

IN WITNESS WHEREOF, this Agreement is executed by City and _____ [Insert Recipient] effective the day and year first above written.

CITY OF GARDEN CITY, KANSAS

Date

By: _____
Matthew C. Allen, City Manager

RECIPIENT
[INSERT ENTITY NAME, IF APPLICABLE]

Date

By: _____
[Insert Individual's Name or Authorized Representative of Entity]

Tax Year: 2015

Stmt: 5705 Type: REAL ESTATE Parcel ID: 028-274-18-0-20-22-015.00-0-00

[View Appraisal Information](#)

Property Address:

515 N EIGHTH
GARDEN CITY 67846

Legal Description:

JONES SECOND ADDITION---214. S18,
T24, R
32W. BLOCK B, LOT 05 - 08, EX W 7

T/U: 001 - CITY City/Twp: GARDEN CITY Sub Div: JONES SECOND
ADDITION USD: 457

Levy: 151.897 Sec: 18 Twp: 24 Rng: 32W Lot: 05 Blk: B

General Tax: \$3,409.51
Specials: 0.00

Total Tax: 3,409.51
Rec To-Dt: 3,409.51

Owner Information:

DORIGO FRANCESCO TRUST
DORIGO FRANCESCO &
TERESA TRUSTEES
1609 SAPPHIRE DRIVE
CARLSBAD CA 92011-1233

Balance: 0.00
Int-To-Dt (As of
08/17/2016): 0.00
Fees: 0.00

Total Due: \$0.00

Receipt Information

Type	Receipt Number	Date	Tax	Int/Fee
CUR *	06 704	12/11/2015	1,704.76	0.00
CUR *	30 709	05/05/2016	1,704.75	0.00

Additional Years Statements

Tax Year	Stmt #	Redemption #	Owner Name	Taxpayer Name	Total Due
<u>2014</u>	5936		DORIGO FRANCESCO TRUST		\$0.00
<u>2013</u>	11887		JK RENTALS & INVESTMENTS LLC		\$0.00
<u>2012</u>	11856		J K RENTALS & INVESTMENTS		\$0.00
<u>2011</u>	12093		J K RENTALS & INVESTMENTS		\$0.00
<u>2010</u>	11878		J K RENTALS & INVESTMENTS		\$0.00



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Public Utilities Director Muirhead
DATE: November 15, 2016
RE: Authorizing the use of temporary financing for Water System Improvements.

ISSUE:

The Governing Body is asked to consider authorizing the use of temporary financing for Water System Improvements to allow construction to begin on multiple projects in the spring of 2017.

BACKGROUND:

The Water Department has several projects that were identified in the Water System Master Plan that are slated to begin in 2017. By combining several of the smaller projects into one larger project, it is believed that the City will obtain better construction pricing and get the projects completed in a timely manner. In order to finance these projects, staff suggests the use of temporary financing, which would delay issuing bonds until the project was complete with the actual costs finalized. Wilson Engineering has indicated that design and construction plans could be completed and ready to advertise for bids within 60 – 90 days. By authorizing these projects to move forward with temporary financing, Wilson Engineering and Staff will then proceed with design completion so that we can get the projects bid and under contract.

Proposed water projects include:

200 block of S. 2nd St.

\$150,000.00

Install 408' of six-inch water main. The installation will connect to the existing water main on E. Santa Fe St. to the water main on E. Maple St. The project will improve flow in the area and eliminate the long customer service connection lines that currently exist.

200 block of S. 1st St.

\$60,000.00

Install 409' of six-inch water main. The installation will replace the existing four-inch water main and improve system flow in the vicinity.

200 block of E. Maple St.

\$56,000.00

Install 375' of six-inch water main. The installation will replace an existing two-inch galvanized water line. Flow will be improved and the new installation will be able to receive water from existing water mains on 6th St. and 7th St.

300 block of W. Albert St.

\$150,000.00

Install 500' of six-inch water main. The installation will connect water on W. Albert St. to existing mains on 8th St. and B St. and improve customer service connections by reducing

service line distances.

10th St., Buffalo Jones Ave. to Jenny Ave.

\$430,000.00

Install 1,530' of six-inch water main and reconnect 32 residential water services. The project will also replace 6 fire hydrants. The existing four-inch cast iron water main will be abandoned in place. The purpose of this project is to improve water service reliability. The water department has repaired multiple main breaks in this area over the past several years. The improvement will also provide better flow and fire protection to the area.

7th St. (design complete)

\$450,000.00

Replace the four-inch water main on 7th St. from Laurel St. to Kansas Ave. This will improve water flow and availability, as well as address numerous customer complaints due to pipe condition. An additional block of four-inch water main will be replaced in the 2300 block of N. 7th St. due to numerous breaks and pipe condition.

Kansas Ave. (designed and bid)

\$175,000.00

Replace water main on Kansas Ave. from 7th St. to 3rd St. Replacement is due to the water main age and location within the geometric improvement project on Kansas Avenue.

Spencer and Fulton well

\$300,000.00

Drill a new well near the location of the Spencer & Fulton well. The water well casing and screens are plugged and must be replaced. The well was lined in the mid-1990's due to a water well screen failure. That repair is past the end of its life cycle.

Towns Riverview extension

\$200,000.00

Install a twelve-inch water extension from E. US 50/400 Hwy and N. Airlinks Dr. to the Towns Riverview development on Towns Road. The extension will be oversized, at City expense, to accommodate future water needs.

K-State extension

\$200,000.00

Extension of water main from E. Mary St. and Glenwood Dr. to the K-State Southwest Research-Extension Center.

Spruce St. / Jameson well development

\$350,000.00

Development and permitting of water well(s) to utilize water rights that have been procured by the City in recent years.

Water tower / reservoir inspection/ painting

\$850,000.00

Painting and interior coating repair on the East Reservoir and Main and Kansas water tower.

DFA water purchase

\$2,500,000.00

Fulfill development agreement between Meadowlark Dairy Nutrition, LLC and City of Garden City to purchase effluent water for reuse.

TOTAL \$6,355,000.00

ALTERNATIVES:

1) The Governing Body may authorize staff to begin preparation of the necessary documents for temporary financing.

2) The Governing Body may deny approval and provide further directions for staff.

RECOMMENDATION:

Staff recommends the Governing Body authorize staff to begin preparation of the necessary documents for temporary financing.

FISCAL NOTE:

Depending upon when permanent GO bonds are issued to retire the temporary financing, the first Bond payment would likely not occur until 2018.



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Rachelle Powell, Director of Aviation
DATE: November 15, 2016
RE: AIP 39 - Terminal Apron Rehabilitation

ISSUE:

The Governing Body is asked to consider and approve Task Order Number 5 between the City of Garden City and HNTB for design and bidding services for the Terminal Apron Rehabilitation project at the Garden City Regional Airport (Airport Improvement Program (AIP) 3-20-00-24-39).

BACKGROUND:

The City of Garden City entered into a Master Agreement for Professional Services with HNTB on January 21, 2014 and authorized HNTB services for the projects. Task Order 5 provides for design and bidding services for the Terminal Apron Rehabilitation project. The Pavement Condition Index (PCI) report completed in 2012 resulted in an average PCI value of 59 for the entire terminal apron. Further visual inspections have been conducted and confirmed that the pavement is in fair condition with the exception of failed joint sealant, various spalls, and a few damaged panels. The Terminal Apron Rehabilitation will reseal the joints, repair spalls and replace panels.

The Federal Aviation Administration (FAA) requires an independent analysis of the proposed fee. Assistant to the City Manager Cottrell conducted the analysis and finds the proposed fee is reasonable for the project.

ALTERNATIVES:

1. Approve Task Order Number 5 between the City of Garden City and HNTB for design and bidding services for the Terminal Apron Rehabilitation project at the Garden City Regional Airport (Airport Improvement Program (AIP) 3-20-00-24-39).
2. Do not approve Task Order Number 5 between the City of Garden City and HNTB for design and bidding services for the Terminal Apron Rehabilitation project at the Garden City Regional Airport (Airport Improvement Program (AIP) 3-20-00-24-39).
3. Governing Body provide guidance for staff.

RECOMMENDATION:

Staff recommends approval of Task Order Number 5 between the City of Garden City and HNTB for design and bidding services for the Terminal Apron Rehabilitation project at the Garden City Regional Airport (Airport Improvement Program (AIP) 3-20-00-24-39).

FISCAL NOTE:

The project is included in the FY2017 Airport budget fund 061. Funding for Design and Bidding Services is as follows:

Design and Bidding Services \$45,960

Federal funds 90% \$41,364

City funds 10% \$ 4,596

Funding for the entire project is as follows:

Project Total \$323,800

Federal funds 90% \$291,420

City funds 10% \$ 32,380

ATTACHMENTS:

Description	Upload Date	Type
Task Order Number 5	11/9/2016	Backup Material
Independent Review	11/9/2016	Backup Material

TASK ORDER NUMBER 5

Terminal Apron Rehabilitation

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

Provide design and bidding services for the Terminal Apron Rehabilitation project at the Garden City Regional Airport (GCK).

Section A. – Scope of Services

A.1. HNTB shall perform the following Services:

1. Refer to **Attachment A: Scope of Services**

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

1. HNTB Representative attendance at Bid Opening
2. KDHE/NPDES permitting (project will disturb < 1 acre)
3. Construction Management Program (CMP) construction value < \$500,000

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

1. Refer to **Attachment B: Submittals/Deliverables**

Section B. - Schedule

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

- An executed Task Order shall constitute a Notice to Proceed (NTP) by the Owner.
- Preliminary design submittal shall be submitted to the Owner and FAA for review within twenty five (25) calendar days from receipt of preliminary design Comments.
- Owner and FAA preliminary design review is expected to be completed within twenty one (21) calendar days. This duration is not under the control of HNTB.
- 90% design submittal shall be submitted to the Owner and FAA for review within twenty five (25) calendar days from receipt of preliminary design Comments.
- Owner and FAA 90% design review is expected to be completed within twenty one (21) calendar days. This duration is not under the control of HNTB.
- IFB documents will be submitted to the Owner and FAA within fifteen (15) calendar days from receipt of 90% design comments.
- The bid tabulation, recommendation of award, and FAA Grant Application will be submitted to the Owner within seven (7) calendar days of the bid opening.

Section C. - Compensation

C.1. For performing the Services identified within **Section A - Scope of Services**, the Owner shall pay HNTB a lump sum amount of **\$45,960.00** as outlined in **Attachment C**. HNTB may alter the compensation distribution between individual phases, tasks or work assignments to be consistent with the Services actually rendered, within the total lump sum amount.

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

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

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

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

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

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

C.8. Timing of Services: The total compensation is based on the Services being performed according to the approved schedule and completed within six (6) months of the Owner written NTP. Should the time to complete the Services extend beyond this period, HNTB and Owner agree to negotiate an equitable change to the compensation maximum or to provide Additional Services on the basis set forth herein.

Section D. - Owner's Responsibilities

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

1. Provide an original executed Task Order which will serve as NTP.
2. Review all HNTB submittals and make decisions that affect the project in a timely manner to avoid schedule delays.
3. Provide information regarding local requirements regarding construction contracts (e.g., insurance limits) that shall be incorporated into the Special Provisions to HNTB.

Section E. - Other Provisions

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

1. No other provisions are incorporated.

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

City of Garden City, Kansas
(Owner)

Signature _____

Name _____

Title _____

Date _____

HNTB Corporation
(HNTB)

Signature  _____

Name Kevin Wallace, P.E. _____

Title Vice President _____

Date 10/25/16 _____

Attachment A: Scope of Services

1. Project Management
 - a. Perform contract administration
 - b. Prepare weekly progress report and submit to GCK
 - c. Monthly project reviews
 - d. Develop project work plan
 - e. Prepare FAA quarterly performance reports
 - f. Prepare annual SF 271 and 425 forms
2. Design
 - a. Preliminary Design
 - i. Conduct Kickoff Meeting
 - ii. Conduct Field Survey/Inventory of distresses
 - iii. Bid tab/unit cost analysis
 - iv. Develop base files
 - v. Engineer's Report
 1. General Scope of Project
 2. Photographs of existing site
 3. Listing of Applicable AIP Standards
 4. Airport Operational Safety
 5. Pavement Rehabilitation Methods
 6. Navigational Aids
 7. Pavement marking
 8. Environmental considerations
 9. Underground utility lines
 10. Miscellaneous work items
 11. Sponsor requested modifications to AIP standards
 12. Delineation of AIP non-participating work
 13. DBE participation
 14. Project schedule
 15. Engineer's estimate of probable cost
 16. Preliminary project budget
 - vi. Construction Safety and Phasing Plan (CSPP)
 1. Coordination
 2. Phasing
 3. Areas and operations affected by the construction activity
 4. Protection of NAVAIDs
 5. Contractor access
 6. Wildlife management
 7. Foreign object debris (FOD) management
 8. Hazardous materials management
 9. Notification of construction activities
 10. Inspection requirements
 11. Underground utilities

12. Penalties
 13. Special conditions
 14. Runway and taxiway visual aids
 15. Marking and signs for access routes
 16. Hazard marking and lighting
 17. Protection of RSA/TSA, OFA, OFZ and approach/departure surfaces
 18. Other limitations on construction
 - vii. Conduct QC review of preliminary design documents
 - viii. Address preliminary design QC review comments
 - ix. Submit preliminary design documents for FAA/GCK review
 - x. Conduct preliminary design review meeting (conference call)
- b. 90% Design
- i. Address FAA/GCK preliminary design comments
 - ii. Prepare preliminary design response to comments for FAA/GCK
 - iii. Plans
 1. Cover/Index of sheets
 2. Abbreviations/summary of quantities
 3. General airport site plan
 4. Safety and phasing plans
 5. Safety and phasing details
 6. Pavement repair plans
 7. Pavement repair details
 8. Pavement marking plans
 9. Pavement marking details
 - iv. Specifications
 1. Front End Specifications
 - a. Cover
 - b. Engineer's Certification Page (Seals)
 - c. Table of contents
 - d. Notice to bidders (NTB)
 - e. Instructions to bidders (ITB)
 - f. Federal contract provisions
 - g. FAA general provisions
 - h. Local supplemental provisions
 2. Technical Specifications
 - a. Technical specifications table of contents
 - b. P-101: Surface Preparation
 - c. P-102: Maintenance of traffic
 - d. M-362: Silicone joint sealant for PCCP
 - e. M-564: Repair of pavement distresses in PCCP
 - f. P-620: Runway and taxiway painting
 3. Appendix
 - a. 5340-1 (current edition): standards for airport markings

- b. 5370-2 (current edition): operational safety on airports during construction
 - 4. Proposal/Contract
 - v. Engineer's Report
 - 1. Update Engineer's Report
 - 2. Update Cost Estimate
 - vi. Construction Safety and Phasing Plan (CSPP)
 - 1. Update CSPP
 - vii. Preparation/submission of FAA 7460 documentation
 - viii. Conduct QC review of 90% design documents
 - ix. Address 90% QC review comments
 - x. Submit 90% design documents for FAA/GCK review
 - xi. Conduct 90% design review meeting (conference call)
 - c. Issued for Bid Documents
 - i. Address FAA/GCK 90% design comments
 - ii. Prepare 90% response to comments for FAA/GCK
 - iii. Plans
 - iv. Specifications
 - v. Cost Estimate
 - vi. CSPP
 - vii. Submit issued for bid documents to FAA/GCK
- 3. Bidding Services
 - a. Distribute issued for bid documents to contractors and plan rooms
 - b. Prepare and maintain plan holders list
 - c. Prepare pre-bid meeting agenda
 - d. Conduct pre-bid meeting (conference call)
 - e. Prepare pre-bid meeting minutes
 - f. Respond to bidder questions
 - g. Prepare addenda (as required)
 - h. Call in to bid opening
 - i. Prepare bid tabulation
 - j. Prepare letter of recommendation of award
 - k. Prepare construction contracts and distribute to low bidder and GCK
 - l. Prepare FAA grant application
 - i. SF 424 Form
 - ii. Form 5100-100 Part II – IV
 - iii. Sponsor Assurances
 - iv. Sponsor certification statements
 - 1. Selection of consultant
 - 2. Project plans & specifications
 - 3. Equipment/construction contract
 - 4. Construction final acceptance
 - 5. Drug free
 - 6. Conflict of interest

- v. Exhibit A property map
- m. Prepare invoice summary for GCK grant reimbursement

Attachment B: Submittals/Deliverables

1. Submittals/Deliverables
 - a. Project Management
 - i. Weekly progress reports
 - ii. FAA quarterly performance reports
 - iii. Annual SF 271 and 425 forms
 - b. Preliminary Design
 - i. Kickoff meeting agenda/minutes
 - ii. Preliminary Design Submittal package (FAA: electronic copies plus one hard copy set of engineer's report and CSPP, GCK: electronic copies plus two hard copy sets of engineer's report and CSPP)
 1. Engineer's Report
 2. Cost estimate
 3. Construction safety and phasing plan (CSPP)
 - c. 90% Design
 - i. Preliminary design response to comments
 - ii. 90% Design Submittal package (FAA: electronic copies plus one hard copy set of plans/specs and engineer's report, GCK: electronic copies plus two hard copy sets of plans/specs and engineer's report)
 1. Plans
 2. Specifications
 3. Engineer's Report
 4. Cost estimate
 5. Construction safety and phasing plan (CSPP)
 - iii. 90% design review meeting agenda/minutes
 - d. Issued for Bid (IFB)
 - i. 90% response to comments
 - ii. IFB Design Submittal package (FAA: electronic copies plus one hard copy set of plans/specs and engineer's report, GCK: electronic copies plus two hard copy sets of plans/specs and engineer's report)
 1. Plans
 2. Specifications
 3. Cost estimate
 4. Construction safety and phasing plan (CSPP)
 - e. Bidding Services
 - i. Plan holders list
 - ii. Pre-bid meeting agenda/minutes
 - iii. Addenda (as required)
 - iv. Bid tabulation
 - v. Letter of recommendation of award
 - vi. Construction contracts
 - vii. FAA grant application (2 original signed copies to FAA)
 - viii. Invoice summary spreadsheet

Attachment C: Fee Proposal

Derivation of Fees

Scope of Services/Fee Estimate								Project: Project 59464 - Terminal Apron Rehabilitation												Date: 10/21/2016			
								Location: Location Garden City Regional Airport												RAS			
								Client: Client City of Garden City															
Task		Labor Required						Total Labor Cost	Expenses Required												Total Expense Cost	Total Task Cost	
		PIC	PM	QC	Eng	Tech	Admin		Mile	Parking	Flight	Hotel	Car	Meals	8.5x11	11x17	Plots	Prints	Reports	Ship			
		Rate:	\$101.84	\$50.56	\$74.88	\$33.28	\$41.60		\$37.52	\$0.575	\$18.00	\$600.00	\$150.00	\$150.00	\$12.00	\$0.07	\$0.14	\$1.50	\$1.50	\$50.00			\$40.00
		Overhead:	146.83%	146.83%	146.83%	146.83%	146.83%		146.83%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%			0%
		Fixed Fee:	15%	15%	15%	15%	15%		15%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%			0%
Gross Rate:	\$289.08	\$143.52	\$212.55	\$94.47	\$118.08	\$106.50	Gross Rate:	\$0.575	\$18.00	\$600.00	\$150.00	\$150.00	\$12.00	\$0.07	\$0.14	\$1.50	\$1.50	\$50.00	\$40.00				
I. Project Management																							
Perform contract administration (6 mo.)	K020		3				6	\$1,070.00													\$6.00	\$1,076.00	
Prepare weekly progress reports (24)	K020		6					\$862.00													\$0.00	\$862.00	
Monthly project reviews (6)	K020	3	3				3	\$1,618.00						20							\$2.00	\$1,620.00	
Develop project work plan	K020		4					\$575.00						20							\$2.00	\$577.00	
Prepare FAA quarterly performance reports (2)	K020		1					\$144.00						25							\$2.00	\$146.00	
Prepare annual SF 271 and 425 forms	K020		1					\$144.00						25							\$2.00	\$146.00	
Subtotal		3	18	0	0	0	9	\$0.00						115	25	0	0	0	0		\$0.00	\$0.00	
Total Project Management Fees								\$4,413.00													\$14.00	\$4,427.00	
II. Design Services																							
Preliminary Design																							
Conduct Kickoff Meeting/Field Survey																							
Conduct Kickoff Meeting/Field Survey	K400		20				20	\$5,232.00						2	1	12	20	25			\$599.00	\$5,831.00	
Bid tab/unit cost analysis	K400		2				4	\$665.00									25				\$2.00	\$667.00	
Develop base files	K400						4	\$473.00									25				\$4.00	\$477.00	
Engineer's Report																							
General Scope of Project																							
General Scope of Project	K400		0.25					\$36.00									20				\$2.00	\$38.00	
Photographs of existing site	K400						0.25	\$24.00									20				\$2.00	\$26.00	
Listing of Applicable AIP Standards	K400						0.5	\$48.00									20	10			\$3.00	\$51.00	
Airport Operational Safety	K400		2				4	\$665.00									10				\$1.00	\$666.00	
Pavement Rehabilitation Methods	K400		2				2	\$713.00									10				\$1.00	\$714.00	
Navigational Aids	K400						0.25	\$24.00									10				\$1.00	\$25.00	
Pavement Marking	K400						0.25	\$24.00									10	10			\$3.00	\$27.00	
Environmental Considerations	K400						0.25	\$24.00									10				\$1.00	\$25.00	
Underground Utility Lines	K400						0.25	\$24.00									10				\$1.00	\$25.00	
Miscellaneous Work items	K400						0.25	\$24.00									10				\$1.00	\$25.00	
Sponsor requested modifications to AIP standards	K400		0.5				0.5	\$119.00									10				\$1.00	\$120.00	
Delineation of AIP non-participating work	K400		2				4	\$665.00									10				\$1.00	\$666.00	
DBE participation	K400						0.25	\$24.00									10				\$1.00	\$25.00	
Project Schedule	K400		1					\$144.00									10				\$1.00	\$145.00	
Engineer's estimate of probable cost	K400		2				4	\$665.00									10				\$1.00	\$666.00	
Preliminary project budget	K400		1				1	\$238.00									10				\$1.00	\$239.00	
Construction Safety and Phasing Plan (CSPP)																							
Coordination																							
Coordination	K400		0.5					\$72.00									10				\$1.00	\$73.00	
Phasing																							
Phasing	K400		1				2	\$333.00									10				\$1.00	\$334.00	
Areas and operations affected by construction activity																							
Areas and operations affected by construction activity	K400		1					\$144.00									10				\$1.00	\$145.00	
protection of NAVAIDs																							
protection of NAVAIDs	K400		0.5					\$72.00									10				\$1.00	\$73.00	
Contractor access																							
Contractor access	K400						0.5	\$48.00									10				\$1.00	\$49.00	
Wildlife management																							
Wildlife management	K400						0.5	\$48.00									10				\$1.00	\$49.00	
Foreign object debris (FOD) management																							
Foreign object debris (FOD) management	K400						0.5	\$48.00									10				\$1.00	\$49.00	
Hazardous materials management																							
Hazardous materials management	K400						0.5	\$48.00									10				\$1.00	\$49.00	
Notification of construction activities																							
Notification of construction activities	K400						0.5	\$48.00									10				\$1.00	\$49.00	
Inspection Requirements																							
Inspection Requirements	K400						0.5	\$48.00									10				\$1.00	\$49.00	
Underground Utilities																							
Underground Utilities	K400						0.5	\$48.00									10				\$1.00	\$49.00	
Penalties																							
Penalties	K400		0.5					\$72.00									10				\$1.00	\$73.00	
Special Conditions																							
Special Conditions	K400		0.5					\$72.00									10				\$1.00	\$73.00	
Runway and taxiway visual aids																							
Runway and taxiway visual aids	K400		0.5					\$72.00									10				\$1.00	\$73.00	
Marking and signs for access routes																							
Marking and signs for access routes	K400						0.5	\$48.00									10				\$1.00	\$49.00	
Hazard marking and lighting																							
Hazard marking and lighting	K400						0.5	\$48.00									10				\$1.00	\$49.00	
Protection of RSA/TSA, OFA, OFZ and approach/departure surfaces																							
Protection of RSA/TSA, OFA, OFZ and approach/departure surfaces	K400						0.5	\$48.00									10				\$1.00	\$49.00	
Other limitations on construction																							
Other limitations on construction	K400						0.5	\$48.00									10				\$1.00	\$49.00	
Preliminary Design Submittal																							
Conduct QA/QC Review																							
Conduct QA/QC Review	K410						4	\$851.00									10	10			\$3.00	\$854.00	
Address QA/QC Comments																							
Address QA/QC Comments	K400		2				2	\$713.00									10				\$1.00	\$714.00	
Preliminary Design Submittal (2-Sponsor, 1-FAA, 1-HNTB)																							
Preliminary Design Submittal (2-Sponsor, 1-FAA, 1-HNTB)	K400		2				2	\$713.00									100	100		6	3	\$584.00	\$1,297.00
Preliminary Design Review Meeting (conference call)																							
Preliminary Design Review Meeting (conference call)	K400		1				1	\$238.00									10	25			\$5.00	\$243.00	

Derivation of Fees

Scope of Services/Fee Estimate							Project: Project 59464 - Terminal Apron Rehabilitation													Date: 10/21/2016							
							Location: Location Garden City Regional Airport													RAS							
							Client: Client City of Garden City																				
							Labor Required							Expenses Required													
Task		PIC	PM	QC	Eng	Tech	Admin	Total Labor Cost		Mile	Parking	Flight	Hotel	Car	Meals	8.5x11	11x17	Plots	Prints	Reports	Ship	Total Expense Cost	Total Task Cost				
	Rate:	\$101.84	\$50.56	\$74.88	\$33.28	\$41.60	\$37.52			\$0.575	\$18.00	\$600.00	\$150.00	\$150.00	\$12.00	\$0.07	\$0.14	\$1.50	\$1.50	\$50.00	\$40.00						
	Overhead:	146.83%	146.83%	146.83%	146.83%	146.83%	146.83%			0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%			0%	0%		
	Fixed Fee:	15%	15%	15%	15%	15%	15%			0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%			0%	0%		
	Gross Rate:	\$289.08	\$143.52	\$212.55	\$94.47	\$118.08	\$106.50			Gross Rate:	\$0.575	\$18.00	\$600.00	\$150.00	\$150.00	\$12.00	\$0.07	\$0.14	\$1.50	\$1.50	\$50.00			\$40.00			
								\$0.00															\$0.00				
90% Design								\$0.00															\$0.00				
Address Sponsor/FAA Preliminary Design Review Comments			2		4	2		\$902.00															\$902.00				
Prepare preliminary design response to comments for FAA/GCK	K420		2		2			\$476.00														\$0.00	\$476.00				
								\$0.00															\$0.00				
Plans								\$0.00															\$0.00				
Cover/Index of Sheets	K400					1		\$119.00									10					\$2.00	\$121.00				
Abbreviations/Summary of Quantities	K400					1		\$119.00									10					\$2.00	\$121.00				
General Airport Site Plan	K400				2	2		\$426.00									10					\$2.00	\$428.00				
Safety & Phasing Plans	K400		4		2	8		\$1,708.00									10					\$2.00	\$1,710.00				
Safety & Phasing Details	K400				1	3		\$449.00									10					\$2.00	\$451.00				
Pavement Repair Plans	K400		1		1	2		\$475.00									10					\$2.00	\$477.00				
Pavement Repair Details	K400		1		2	4		\$805.00									10					\$2.00	\$807.00				
Pavement Marking Plans	K400		1		2	4		\$805.00									10					\$2.00	\$807.00				
Pavement Marking Details	K400		1		2	2		\$569.00									10					\$2.00	\$571.00				
								\$0.00															\$0.00				
Specifications								\$0.00															\$0.00				
Front, Inside, Back Covers	K400				0.5			\$48.00									10					\$1.00	\$49.00				
Engineer's Certification Page (Seals)	K400				0.5			\$48.00									10					\$1.00	\$49.00				
Table of Contents	K400				0.5			\$48.00									10					\$1.00	\$49.00				
Notice to Bidders (NTB)	K400		0.5		1			\$167.00									10					\$1.00	\$168.00				
Instructions to Bidders (ITB)	K400		0.5		1			\$167.00									10					\$1.00	\$168.00				
Federal contract provisions	K400				0.5			\$48.00									10					\$1.00	\$49.00				
FAA General Provisions	K400		0.5		1			\$167.00									10					\$1.00	\$168.00				
Local Supplementary Provisions	K400				0.5			\$48.00									10					\$1.00	\$49.00				
Tech Spec TOC	K400				0.5			\$48.00									10					\$1.00	\$49.00				
P-101: Surface Preparation	K400				1			\$95.00									10					\$1.00	\$96.00				
P-102: Maintenance of Traffic	K400				0.5			\$48.00									10					\$1.00	\$49.00				
M-362: Silicone joint sealant for PCCP	K400				1			\$95.00									10					\$1.00	\$96.00				
M-564: Repair of pavement distresses in PCCP	K400		1		4			\$522.00									10					\$1.00	\$523.00				
P-620: Runway and Taxiway Painting	K400		0.5		1			\$167.00									10					\$1.00	\$168.00				
Appendix TOC	K400				0.5			\$48.00									10					\$1.00	\$49.00				
AC 5340-1	K400				0.5			\$48.00									10					\$1.00	\$49.00				
AC 5370-2	K400				0.5			\$48.00									10					\$1.00	\$49.00				
Proposal/Contract	K400		0.5		1			\$167.00									10					\$1.00	\$168.00				
								\$0.00															\$0.00				
Engineer's Report								\$0.00															\$0.00				
Update Engineer's Report	K400		2		4			\$665.00									20					\$2.00	\$667.00				
Update Cost Estimate	K400		1		2			\$333.00									20					\$2.00	\$335.00				
								\$0.00															\$0.00				
Construction Safety and Phasing Plan (CSPP)								\$0.00															\$0.00				
Update CSPP	K400		2		4			\$665.00									10					\$1.00	\$666.00				
								\$0.00															\$0.00				
90% Design Submittal								\$0.00															\$0.00				
Preparation/Submission of FAA 7460 documentation	K400		1		4	4		\$994.00									25					\$2.00	\$996.00				
Conduct 90% QA/QC Review	K410			8				\$1,701.00									10	10				\$3.00	\$1,704.00				
Address 90% QA/QC Comments	K400		2		2	2		\$713.00									10					\$1.00	\$714.00				
90% Submittal (2-Sponsor, 1-FAA, 1-HNTB)	K400		2		2	2		\$713.00									100	100		8	3	\$684.00	\$1,397.00				
90% Review Meeting (conference call)	K400		1		1			\$238.00									10	25				\$5.00	\$243.00				
								\$0.00															\$0.00				
Issued for Bid								\$0.00															\$0.00				
Address Sponsor/FAA 90% Review Comments	K420		2		4	2		\$902.00														\$0.00	\$902.00				
Prepare 90% response to comments for FAA/GCK	K420		2		2			\$476.00														\$0.00	\$476.00				
Plans	K420		2		4	8		\$1,610.00										50				\$7.00	\$1,617.00				
Specifications	K420		1		2			\$333.00									50					\$4.00	\$337.00				
Cost Estimate	K420		1		1			\$238.00														\$0.00	\$238.00				
Construction Safety and Phasing Plan (CSPP)	K420		1		2			\$333.00									50					\$4.00	\$337.00				
Submit IFB documents to FAA/GCK (2-Sponsor, 1-FAA, 1-HNTB)	K420		2		2			\$476.00										100	100		8	3	\$684.00	\$1,160.00			
								\$0.00															\$0.00				
Subtotal		0	79.75	12	104.25	77	0		0	0	0	2	1	12	830	580	300	0	22	9		\$0.00	\$0.00				

Derivation of Fees

HNTB	Scope of Services/Fee Estimate							Project: Project 59464 - Terminal Apron Rehabilitation												Date: 10/21/2016							
								Location: Location Garden City Regional Airport												RAS							
								Client: Client City of Garden City																			
Task	Labor Required							Expenses Required												Total Expense Cost	Total Task Cost						
		PIC	PM	QC	Eng	Tech	Admin	Mile	Parking	Flight	Hotel	Car	Meals	8.5x11	11x17	Plots	Prints	Reports	Ship								
	Rate:	\$101.84	\$50.56	\$74.88	\$33.28	\$41.60	\$37.52	\$0.575	\$18.00	\$600.00	\$150.00	\$150.00	\$12.00	\$0.07	\$0.14	\$1.50	\$1.50	\$50.00	\$40.00								
	Overhead:	146.83%	146.83%	146.83%	146.83%	146.83%	146.83%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%								
	Fixed Fee:	15%	15%	15%	15%	15%	15%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%								
Gross Rate:	\$289.08	\$143.52	\$212.55	\$94.47	\$118.08	\$106.50	Gross Rate:	\$0.575	\$18.00	\$600.00	\$150.00	\$150.00	\$12.00	\$0.07	\$0.14	\$1.50	\$1.50	\$50.00	\$40.00								
Total Design Services Fees							\$32,981.00													\$2,673.00	\$35,654.00						
III. Bidding Services																											
Distribute IFB Documents to Contractors (10 sets)	K430		2		2		\$476.00								100	100		10	10	\$1,064.00	\$1,540.00						
Prepare and Maintain Plan Holders List	K430					2	\$213.00													\$0.00	\$213.00						
Prepare Pre-Bid Meeting Agenda, Attendance Sheet	K430		1				\$144.00													\$0.00	\$144.00						
Conduct Pre-Bid Meeting (conference call)	K430		1		1		\$238.00						25							\$2.00	\$240.00						
Prepare Pre-Bid Meeting Minutes	K430		1				\$144.00						25							\$2.00	\$146.00						
Respond to bidder questions	K430		2		4		\$665.00													\$0.00	\$665.00						
Prepare Addenda (as required)	K430		2		2	2	\$713.00						25	25						\$6.00	\$719.00						
Call in to Bid Opening	K430		0.5				\$72.00													\$0.00	\$72.00						
Prepare Bid Tabulation	K430		0.5		1		\$167.00						10							\$1.00	\$168.00						
Prepare letter of Recommendation of Award	K430				1		\$95.00						25							\$2.00	\$97.00						
Prepare Construction Contracts and distribute to low bidder and GCK (K430		1		2		\$333.00						25	60				6	6	\$551.00	\$884.00						
Prepare FAA grant application	K430						\$0.00						25							\$2.00	\$2.00						
SF 424 form	K430		1		1		\$238.00						10							\$1.00	\$239.00						
Form 5100-100 Part II - IV	K430		1		1		\$238.00						10							\$1.00	\$239.00						
Sponsor Assurances	K430				0.5		\$48.00						10							\$1.00	\$49.00						
Sponsor cert for selection of consultant	K430				0.5		\$48.00						10							\$1.00	\$49.00						
Sponsor cert for project plans & specifications	K430				0.5		\$48.00						10							\$1.00	\$49.00						
Sponsor cert for equipment/construction contracts	K430				0.5		\$48.00						10							\$1.00	\$49.00						
Sponsor cert for construction final acceptance	K430				0.5		\$48.00						10							\$1.00	\$49.00						
Sponsor cert for drug free	K430				0.5		\$48.00						10							\$1.00	\$49.00						
Sponsor cert for conflict of interest	K430				0.5		\$48.00						10							\$1.00	\$49.00						
Exhibit A property map	K430				0.5		\$48.00						10							\$1.00	\$49.00						
Prepare invoice summary for GCK Grant reimbursement	K430		0.5		0.5		\$119.00													\$0.00	\$119.00						
Subtotal		0	13.5	0	19.5	2							0	0	0	0	0	0	0	260	185	100	0	16	16		
Total Bidding Services Fees							\$4,239.00													\$1,640.00	\$5,879.00						
IV. Subcontracts																											
Total Subcontracts Fees																				\$0.00							
Total Cost																				\$45,960							

Attachment D: Federal Contract Provisions

ATTACHMENT D

FEDERAL CONTRACT PROVISIONS FOR A/E AGREEMENTS

ALL REFERENCES MADE HEREIN TO "CONTRACTOR", "BIDDER", AND "OFFEROR" SHALL PERTAIN TO THE ARCHITECT/ENGINEER (A/E). ALL REFERENCES MADE HEREIN TO "SUBCONTRACTOR" SHALL PERTAIN TO ANY AND ALL SUBCONSULTANTS UNDER CONTRACT WITH THE A/E.

ALL REFERENCES MADE HEREIN TO "SPONSOR" SHALL PERTAIN TO THE STATE, CITY, AIRPORT AUTHORITY OR OTHER PUBLIC ENTITY EXECUTING THE CONTRACT WITH THE A/E.

ACCESS TO RECORDS AND REPORTS

Reference: 2 CFR § 200.326, 2 CFR § 200.333

The contractor must maintain an acceptable cost accounting system. The contractor agrees to provide the Sponsor, the Federal Aviation Administration, and the Comptroller General of the United States or any of their duly authorized representatives access to any books, documents, papers, and records of the contractor which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts and transcriptions. The contractor agrees to maintain all books, records and reports required under this contract for a period of not less than three years after final payment is made and all pending matters are closed.

CIVIL RIGHTS – GENERAL

Reference: 49 USC § 47123

The contractor agrees that it will comply with pertinent statutes, Executive Orders and such rules as are promulgated to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or handicap be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision binds the contractors from the bid solicitation period through the completion of the contract. This provision is in addition to that required of Title VI of the Civil Rights Act of 1964.

This provision also obligates the tenant/concessionaire/lessee or its transferee for the period during which Federal assistance is extended to the airport through the Airport Improvement Program, except where Federal assistance is to provide, or is in the form of personal property; real property or interest therein; structures or improvements thereon.

In these cases the provision obligates the party or any transferee for the longer of the following periods:

(a) the period during which the property is used by the airport sponsor or any transferee for a purpose for which Federal assistance is extended, or for another purpose involving the provision of similar services or benefits; or

(b) the period during which the airport sponsor or any transferee retains ownership or possession of the property.

CIVIL RIGHTS – TITLE VI ASSURANCES

1) Title VI Solicitation Notice

Reference: Appendix 4 of FAA Order 1400.11, Nondiscrimination in Federally-Assisted Programs at the Federal Aviation Administration

The **(Name of Sponsor)**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

2) Title VI Clauses for Compliance with Nondiscrimination Requirements

Reference: Appendix A of Appendix 4 of FAA Order 1400.11, Nondiscrimination in Federally-Assisted Programs at the Federal Aviation Administration

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees as follows:

- a) **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the **Title VI List of Pertinent Nondiscrimination Statutes and Authorities**, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
- b) **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.
- c) **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor’s obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
- d) **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the sponsor or the Federal Aviation Administration to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the sponsor or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
- e) **Sanctions for Noncompliance:** In the event of a contractor’s noncompliance with the Non-discrimination provisions of this contract, the sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:

- i. Withholding payments to the contractor under the contract until the contractor complies; and/or
 - ii. Cancelling, terminating, or suspending a contract, in whole or in part.
- f) **Incorporation of Provisions:** The contractor will include the provisions of paragraphs a) through f) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the sponsor or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the sponsor to enter into any litigation to protect the interests of the sponsor. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

3) **Title VI List of Pertinent Nondiscrimination Authorities**

Reference: Appendix E of Appendix 4 of FAA Order 1400.11, Nondiscrimination in Federally-Assisted Programs at the Federal Aviation Administration

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination In Federally-Assisted Programs of The Department of Transportation—Effectuation of Title VI of The Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;

- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

DISADVANTAGED BUSINESS ENTERPRISE

Reference: 49 CFR part 26

Contract Assurance (§ 26.13) - The contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as the recipient deems appropriate.

Prompt Payment (§26.29) - The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than thirty (30) calendar days from the receipt of each payment the prime contractor receives from the Sponsor. The prime contractor agrees further to return retainage payments to each subcontractor within thirty (30) calendar days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the Sponsor. This clause applies to both DBE and non-DBE subcontractors.

FEDERAL FAIR LABOR STANDARDS ACT (FEDERAL MINIMUM WAGE)

Reference: 29 USC § 201, et seq.

All contracts and subcontracts that result from this solicitation incorporate the following provisions by reference, with the same force and effect as if given in full text. The contractor has full responsibility to monitor compliance to the referenced statute or regulation. The contractor must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Wage and Hour Division.

LOBBYING AND INFLUENCING FEDERAL EMPLOYEES

Reference: 49 CFR part 20, Appendix A

The bidder or offeror certifies by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

- 1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the bidder or offeror, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- 2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970

Reference: 20 CFR part 1910

All contracts and subcontracts that result from this solicitation incorporate the following provisions by reference, with the same force and effect as if given in full text. The contractor has full responsibility to monitor compliance to the referenced statute or regulation. The contractor must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

RIGHT TO INVENTIONS

Reference: 2 CFR § 200 Appendix II(F)

All rights to inventions and materials generated under this contract are subject to requirements and regulations issued by the FAA and the Sponsor of the Federal grant under which this contract is executed.

TRADE RESTRICTION CLAUSE

Reference: 49 CFR part 30

The contractor or subcontractor, by submission of an offer and/or execution of a contract, certifies that it:

- a) is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms published by the Office of the United States Trade Representative (USTR);
- b) has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country on said list, or is owned or controlled directly or indirectly by one or more citizens or nationals of a foreign country on said list;
- c) has not procured any product nor subcontracted for the supply of any product for use on the project that is produced in a foreign country on said list.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to a contractor or subcontractor who is unable to certify to the above. If the contractor knowingly procures or subcontracts for the supply of any product or service of a foreign country on said list for use on the project, the Federal Aviation Administration may direct through the Sponsor cancellation of the contract at no cost to the Government.

Further, the contractor agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in each contract and in all lower tier subcontracts. The contractor may rely on the certification of a prospective subcontractor unless it has knowledge that the certification is erroneous.

The contractor shall provide immediate written notice to the sponsor if the contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The subcontractor agrees to provide written notice to the contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

This certification is a material representation of fact upon which reliance was placed when making the award. If it is later determined that the contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration may direct through the Sponsor cancellation of the contract or subcontract for default at no cost to the Government.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

TEXTING WHEN DRIVING

(References: Executive Order 13513, and DOT Order 3902.10)

In accordance with Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving" (10/1/2009) and DOT Order 3902.10 "Text Messaging While Driving" (12/30/2009), FAA

encourages recipients of Federal grant funds to adopt and enforce safety policies that decrease crashes by distracted drivers, including policies to ban text messaging while driving when performing work related to a grant or sub-grant.

The contractor must promote policies and initiatives for employees and other work personnel that decrease crashes by distracted drivers, including policies to ban text messaging while driving. The contractor must include these policies in each third party subcontract involved on this project.

VETERAN'S PREFERENCE

Reference: 49 USC § 47112(c)

In the employment of labor (except in executive, administrative, and supervisory positions), preference must be given to Vietnam era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns owned and controlled by disabled veterans as defined in Title 49 United States Code, Section 47112. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.

PROVISIONS APPLICABLE TO CONTRACTS EXCEEDING \$10,000

TERMINATION OF CONTRACT

Reference: 2 CFR § 200 Appendix II(B)

- a) The Sponsor may, by written notice, terminate this contract in whole or in part at any time, either for the Sponsor's convenience or because of failure to fulfill the contract obligations. Upon receipt of such notice services must be immediately discontinued (unless the notice directs otherwise) and all materials as may have been accumulated in performing this contract, whether completed or in progress, delivered to the Sponsor.
- b) If the termination is for the convenience of the Sponsor, an equitable adjustment in the contract price will be made, but no amount will be allowed for anticipated profit on unperformed services.
- c) If the termination is due to failure to fulfill the contractor's obligations, the Sponsor may take over the work and prosecute the same to completion by contract or otherwise. In such case, the contractor is liable to the Sponsor for any additional cost occasioned to the Sponsor thereby.
- d) If, after notice of termination for failure to fulfill contract obligations, it is determined that the contractor had not so failed, the termination will be deemed to have been effected for the convenience of the Sponsor. In such event, adjustment in the contract price will be made as provided in paragraph 2 of this clause.
- e) The rights and remedies of the sponsor provided in this clause are in addition to any other rights and remedies provided by law or under this contract.

PROVISIONS APPLICABLE TO CONTRACTS EXCEEDING \$25,000

DEBARMENT AND SUSPENSION (NON-PROCUREMENT)

References: 2 CFR part 180 (Subpart C), 2 CFR part 1200, DOT Order 4200.5 DOT Suspension & Debarment Procedures & Ineligibility

CERTIFICATE REGARDING DEBARMENT AND SUSPENSION (BIDDER OR OFFEROR)

By submitting a bid/proposal under this solicitation, the bidder or offeror certifies that at the time the bidder or offeror submits its proposal that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION (SUCCESSFUL BIDDER REGARDING LOWER TIER PARTICIPANTS)

The successful bidder, by administering each lower tier subcontract that exceeds \$25,000 as a “covered transaction”, must verify each lower tier participant of a “covered transaction” under the project is not presently debarred or otherwise disqualified from participation in this federally assisted project. The successful bidder will accomplish this by:

1. Checking the System for Award Management at website: <https://www.sam.gov>.
2. Collecting a certification statement similar to the Certificate Regarding Debarment and Suspension (Bidder or Offeror), above.
3. Inserting a clause or condition in the covered transaction with the lower tier contract

If the FAA later determines that a lower tier participant failed to tell a higher tier that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedy, including suspension and debarment.

PROVISIONS APPLICABLE TO CONTRACTS EXCEEDING \$100,000

BREACH OF CONTRACT TERMS

Reference 2 CFR § 200 Appendix II(A)

Any violation or breach of terms of this contract on the part of the contractor or its subcontractors may result in the suspension or termination of this contract or such other action that may be necessary to enforce the rights of the parties of this agreement. The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder are in addition to, and not a limitation of, any duties, obligations, rights and remedies otherwise imposed or available by law.

CLEAN AIR AND WATER POLLUTION CONTROL

References: 49 CFR § 18.36(i)(12) and 2 CFR § 200 Appendix II(G)

Contractors and subcontractors agree:

1. That any facility to be used in the performance of the contract or subcontract or to benefit from the contract is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities;
2. To comply with all the requirements of Section 114 of the Clean Air Act, as amended, 42 U.S.C. 1857 et seq. and Section 308 of the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq. relating to inspection, monitoring, entry, reports, and information, as well as all other requirements specified in Section 114 and Section 308 of the Acts, respectively, and all other regulations and guidelines issued thereunder;
3. That, as a condition for the award of this contract, the contractor or subcontractor will notify the awarding official of the receipt of any communication from the EPA indicating that a facility to be used for the performance of or benefit from the contract is under consideration to be listed on the EPA List of Violating Facilities;
4. To include or cause to be included in any construction contract or subcontract which exceeds \$100,000 the aforementioned criteria and requirements.

CONTRACT WORKHOURS AND SAFETY STANDARDS ACT REQUIREMENTS

Reference: 2 CFR § 200 Appendix II (E)

1. Overtime Requirements.

No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic, including watchmen and guards, in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

2. Violation; Liability for Unpaid Wages; Liquidated Damages.

In the event of any violation of the clause set forth in paragraph (1) above, the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph 1 above, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph 1 above.

3. Withholding for Unpaid Wages and Liquidated Damages.

The Federal Aviation Administration or the Sponsor shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any monies payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other Federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph 2 above.

4. Subcontractors.

The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraphs 1 through 4 and also a clause requiring the subcontractor to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs 1 through 4 of this section.

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MEMORANDUM

TO: Rachelle Powell, Director of Aviation

FROM: Steve Cottrell, Assistant to the City Manager

DATE: 2 November 2016

RE: Engineering services (Task Order No. 4) Independent Engineering Cost Analysis: AIP No. 3-20-0039 – Terminal Apron Rehabilitation design phase services

I have evaluated the scope of engineering services and fees for the referenced project. I have prepared an independent cost estimate and find that the fees for design phase services would be \$67,330.

In my opinion, the proposed fee of \$45,960 for the design phase services is reasonable for this project.

If additional information is needed, please let me know.

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

CITY COMMISSION

J. CHRISTOPHER LAW,

Mayor

ROY CESSNA

MELVIN L. DALE

JANET A. DOLL

DAN FANKHAUSER

MATTHEW C. ALLEN

City Manager

MELINDA A. HITZ, CPA

Finance Director

RANDALL D. GRISELL

City Counselor

CITY ADMINISTRATIVE

CENTER

301 N. 8TH

P.O. Box 998

GARDEN CITY, KS

67846-0998

620.276.1160

FAX 620.276.1169

www.garden-city.org

Garden City Regional Airport
 Design Engineering Fee Analysis
 Independent Cost Estimate
 AIP # 3-20-0024-39
 Terminal Apron Rehabilitation - Design Phase
 11/2/2016

DIRECT SALARY COSTS:

POSITION	ESTIMATED HOURS					TOTAL	RATE/HR	COST
	ADMIN	DESIGN	BIDDING	CLOSEOUT	TOTAL			
Project Manager	16	80	0	0	96	\$85.00	\$8,160.00	
Senior Civil Engineer	16	16	4	0	36	\$60.00	\$2,160.00	
Staff Civil Engineer	8	96	20	0	124	\$50.00	\$6,200.00	
Technician	0	80	12	0	92	\$40.00	\$3,680.00	
Clerical	12	8	4	0	24	\$35.00	\$840.00	
	52	280	40	0	372			
Total Direct Salary								\$21,040.00

OVERHEAD:

Overhead multiplier Total Direct Salary x 150.00% **Overhead** \$31,560.00

SUBTOTAL:

Total Direct Salary + Overhead **\$52,600.00**

PROFIT/FIXED FEE:

Total Direct Salary + Overhead x 15.00% **Profit/Fixed Fee** **\$7,890.00**

Subtotal **\$60,490.00**

DIRECT NONSALARY EXPENSES:

Travel - airfare (R/T)	0.00	1.00	1.00	0.00	2 Trips @	\$850.000 / Trip =	\$1,700.00
Meals	0.00	2.00	2.00	0.00	4 Days @	\$35.00 / Day =	\$140.00
Materials and Supplies							\$5,000.00
Total Out-of-Pocket Expenses							\$6,840.00

TOTAL FEE	\$ 67,330.00
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Steven F. Cottrell, PE
 Assistant to the City Manager
 11/2/2016



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Michael D. Utz, Chief of Police
DATE: November 15, 2016
RE: Police / Citizens Advisory Board Appointment

ISSUE:

The Governing Body is asked to consider and appoint one member to serve on the Police/Citizens Advisory Board as the social services representative through December 2019.

BACKGROUND:

Currently the social services representative for the Police/Citizens Advisory Board is vacant.

Steven D. Jones is a DBT Therapist and case manager who is currently employed at Compass Behavioral Health and has been a member of the Garden City community for 4 years. Mr. Jones has attended the last few board meetings and has shown an interest in becoming involved with the Garden City Police Department and the community.

ALTERNATIVES:

1. Appoint Mr. Jones to fill the social services representative vacancy.
2. Find an alternative candidate to fill the position.

RECOMMENDATION:

Staff recommends appointing Mr. Jones to fill the social services representative vacancy on the Police/Citizens Advisory Board.

FISCAL NOTE:

None.

GARDEN CITY IS MY TOWN TOO!

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

NAME: STEVE JONES

HOME PHONE: 620-272-6476 Cell 7853756884

ADDRESS: 103 W Chestnut

WORK PHONE: 620-275-9434

E-MAIL ADDRESS: Steve.d.jones40@gmail

OCCUPATION (if employed): DBT Therapist / Case Manager Conn

PLACE OF EMPLOYMENT: Compass Behavior Health

HOW LONG HAVE YOU BEEN A RESIDENT OF GARDEN CITY? 4 yrs

DESCRIBE WHY YOU ARE INTERESTED IN SERVING ON A BOARD/COMMISSION:
I believe in being a voice for the community that will help expose effective strategies that could and should be implemented not only through the GCPD but/and the community as well which can bring about a better understanding, which produces UNITY!

OTHER APPLICABLE EXPERIENCE: Served on similar board in Florida

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

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

RETURN THIS FORM TO:

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

Police Citizens Advisory Board

Garden City Police Department

Roster as of: 11/11/2016

#	Member Name	Appointment Dates
	Charles Allen	02/14 - 12/16
	Connie Bonwell	
	Vinh Nguyen	01/15 - 12/17
	Jeff Starkey	12/15 - 12/18
	Darla Samy	12/15 - 12/18
	Brandon Neeb	12/13 - 12/16
	Mellaina Johnson	
	Alicia Weber	12/13 - 12/16
	Stan Kennedy	12/14 - 12/17
	Andrew Roush	12/14 - 12/17
	Alyssa Ralston	02/16 - 05/17

Consent Agenda



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Fred Jones, Water Resource Manager
DATE: November 15, 2016
RE: Emergency repairs to the main lift station at the Waste Water Treatment Plant.

ISSUE:

The Governing Body is asked to consider and approve an agreement between the City and Mayer Specialty Services, L.L.C. to perform emergency repairs to the main lift station at the Waste Water Treatment Plant. Cost of the project is \$39,900.00.

BACKGROUND:

The discharge piping developed a leak reducing the effective operation of one pump at the main lift station at the Waste Water Treatment Plant. City staff diagnosed the issue and requested that Mayer Specialty Services, L.L.C. investigate a repair to the pipe that would not require complete replacement.

Staff from Mayer Specialty Services, L.L.C. visited the plant and conducted ultrasonic testing to verify the thickness of the pipe at multiple locations. They have concluded that repairs can be made to the piping using a polyurethane coating called Zebron. The city has utilized this material previously in many locations to rehabilitate manholes and vaults that are exposed to corrosive sewer gas.

In addition to the effected pipe, we propose that Mayer apply the Zebron to the exterior of all four 10" pump discharge pipes from the pump base to the location where the discharge pipes intersect the wet well wall. The wet well structure itself will not require coating as it was lined with Zebron several years ago and that coating is still performing effectively. If any issues are found upon further inspection of the wet well, they will be touched up at a rate of \$25.00 per square foot.

ALTERNATIVES:

1. Approve the agreement with Mayer Specialty Services, L.L.C. to complete the repairs for \$39,900.00.
2. Direct staff to present an alternate solution.

RECOMMENDATION:

Staff recommends Alternative #1.

FISCAL NOTE:

Funding for the project will be paid from GL Code: 080-31-313-5370.01 the fund has a balance of \$125,960.48.

ATTACHMENTS:

Description	Upload Date	Type
Mayer Specialty Services, L.L.C. Repair Proposal	11/9/2016	Exhibit



Date: 11/9/2016
Phone: 316-794-1165
Fax: (316) 794-2717
From: Todd Mayer
 TM

Ed Borgman Garden City, City of 345 S Jennie Barker Rd Garden City, KS 67846	Phone: (620) 276-1280 Fax: (620) 276-1578 Email: ed.borgman@gardencityks.us
--	--

Project: Lining of Discharge Piping within WWTP Main Lift Station
 Bid Date: November 9, 2016

Item	Description	Quantity	Unit	Unit Price	Extended Price
1	Zebbron lining the exterior of all four 10" pump discharge pipes from the pump base to where pipe intersects the wet well wall. <i>The above work consists of mobilization of all equipment, set up of 12" bypass pump and piping to headworks, installation of plug to block flows into wet well, full time monitoring of bypass operation, fuel for pump. Clean, wash down and vacuum all debris from wet well. Inspect all surfaces of existing wet well liner and repair any small areas as needed. Any repair work required over 25 sq. ft. would be billed at a rate of \$25.00 per sq. ft. with prior approval from the City. Abrasive grit blast discharge pipes to near white metal, replace any 10" Victaulic clamps as needed, line exterior of pipes with a minimum 125 mills of Zebbron 386, holiday test liner and touch up as needed, release flows, make sure pump station is functional, remove bypass pump and piping, demobilize.</i>	1	LS	\$39,900.00	\$39,900.00

Please note: The work listed above is estimated to take from 5 to 7 days. Cold weather will not affect the work but it would be preferred to do the work prior to January. The discharge piping has severe corrosion and rust; there is no way we can guarantee that all of the piping will be suitable for lining until the abrasive blasting is completed.

Customer Responsibilities:

- Provide access for our equipment to all locations as needed.
- Water for cleaning of wet well.
- Suitable site for disposal of debris removed from wet well.

Inclusions:

- Provide equipment, labor, materials and mobilization as per specifications to complete work listed above.
- Bypass pumping of all flows.
- Washing and vacuum removal of all debris from wet well.
- Surface preparation.
- Abrasive grit blasting to near white metal.
- Application of Zebbron 386 at a minimum thickness of 125 mills.

Exclusions:

- Sales Taxes
- Permits or connection fees of any kind
- Davis-Bacon Wages

Thank you for the opportunity to provide pricing

ACCEPTANCE OF PROPOSAL AND NOTICE TO PROCEED

Authorized Signature

Date

No retainage may be withheld out of contracts less than \$1,000.00
 To ensure pricing, please provide notification of acceptance of this quote within thirty (30) days of bid date



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Fred Jones, Water Resource Manager
DATE: November 15, 2016
RE: Bid award to Schulte Supply Inc. for a valve turning maintenance trailer for the Water Division.

ISSUE:

The Governing Body is asked to consider and accept the low bid from Schulte Supply Inc. for a valve turning maintenance trailer for the Water Division.

BACKGROUND:

The valve turning maintenance trailer is a valuable tool for the water division. The turning device on the trailer records the number of turns required to open and close a valve as well as record the torque required to turn the valve nut. The trailer also includes a vacuum excavator to clean and remove debris from valve boxes. The current valve turning machine in use by the Water Division was placed in service in the Mid-1990's and the electronic components and sensors required to operate it are no longer made. The valve turner is necessary to exercise valves that in some cases require over 160 turns to fully open or close.

Bids were solicited from three vendors on October 17th and an advertisement of the bid notice was published in the Garden City Telegram. Bids were opened at 10:00 a.m. on October 31st at the Utility Service Center. The bid tabulation is attached to this memo.

ALTERNATIVES:

1. Award the bid from Schulte Supply, Inc. in the amount of \$73,995.00.
2. Reject the bid from Schulte Supply, Inc. and direct staff to re-bid the item.

RECOMMENDATION:

Staff recommends the Governing Body approve Alternative 1: awarding the bid from Schulte Supply, Inc. in the amount of \$73,995.00.

FISCAL NOTE:

Funding for the valve maintenance trailer was budgeted in the 2016 budget. GL Code # 080-31-315-6100.08 The balance of the line item is \$79,147.96

ATTACHMENTS:

Description	Upload Date	Type
Valve Maintenance Trailer Bid Tabulation	11/8/2016	Exhibit

CITY OF GARDEN CITY
Valve Maintenance Trailer 2016 Model and Current Production

Bid Tabulation Sheet

Date & Time: Monday 31st, October 2016
 Equipment: (1) Valve Turning Maintenance Trailer
 Location: Water Department

BIDDERS	COST	LESS GOVT DISCOUNT	TOTAL CITY COST	DELIVERY DATE	EXCEPTIONS & COMMENTS
Schulte Supply Inc. John Rupert	\$73,995.00		\$73,995.00	8 weeks	
Hurco Technologies, Inc. Beckie Hurley	NO BID				
VacTron Equipment, LLC. Kevin Showley	NO BID				



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Michael D. Utz, Chief of Police
DATE: November 15, 2016
RE: Garden City Police Department new vehicle bids.

ISSUE:

The Governing Body is asked to consider and approve the low vehicle bids from Burtis Motor Company for six police purpose vehicles and one sport utility vehicle.

BACKGROUND:

This agenda item combines two separate bidding processes. One process was for a patrol vehicle and one process was for an unmarked investigation vehicle. Both invited bids from several different vendors. The bids were opened on October 28, 2016 at 2:00 p.m. and November 03, 2016 at 2:00 p.m., respectively, at the Garden City Police Department. The low bidder was Burtis Motor Company. The delivery date for the vehicles is 8-10 weeks from the approval date of said bid. The Police Department has attached the bid tabulation sheet for your review. The vehicles are included within the GCPD's 2017 budget.

ALTERNATIVES:

1. Accept and approve the low bids for the proposed vehicles for 2017.
2. Reject the bids for the proposed vehicles for 2017 and begin the bid process over.

RECOMMENDATION:

Staff recommends the Governing Body approve the low vehicle bids from Burtis Motor Company for six police purpose vehicles and one sport utility vehicle.

FISCAL NOTE:

The seven vehicles will be leased for three (3) years at an estimated interest rate of 6% resulting in an annual payment of \$76,643.66. The \$76,643.66 would be paid from GL Account Number 001-12-121-6100.16 out of the 2017 budget, and no payment or delivery of the vehicles would be made until after January 2, 2017.

ATTACHMENTS:

Description	Upload Date	Type
2017 GCPD Bid Vehicle Tabulation Sheet	11/9/2016	Backup Material



MICHAEL D. UTZ
CHIEF OF POLICE

RAQUEL ARELLANO
ADMINISTRATIVE ASSISTANT

COURTNEY PREWITT
PATROL CAPTAIN

MICHAEL REAGLE
COMMUNITY RESPONSE DIVISION
CAPTAIN

MICHAEL RADKE
INVESTIGATIONS DIVISION
CAPTAIN

RANDY RALSTON
OFFICE OF PROFESSIONAL
STANDARDS CAPTAIN

KATHY KUENSTLER
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

2017 Police Sport Utility Vehicle

Vendor	Location of Vendor	Net Cost to City (Per Vehicle)	Delivery Time	Exceptions and Comments
Burtis Motor Company	Garden City, KS	\$30,545	8-10 Weeks	Lowest Bid
Lewis Ford	Dodge City, KS	NO BID REC'D	NO BID REC'D	NO BID REC'D
Mel Hamilton Ford	Wichita, KS	NO BID REC'D	NO BID REC'D	NO BID REC'D
Olathe Ford	Olathe, KS	NO BID REC'D	NO BID REC'D	NO BID REC'D
KHP Partners / GSA Auto	Internet	\$33,412.82	Unknown	

2017 Sport Utility Vehicle

Vendor	Location of Vendor	Net Cost to City (Per Vehicle)	Delivery Time	Exceptions and Comments
Burtis Motor Company	Garden City, KS	\$33,646	8-10 Weeks	Lowest Bid
Lewis Ford	Dodge City, KS	NO BID REC'D	NO BID REC'D	NO BID REC'D
Legacy Auto Group	Garden City, KS	NO BID REC'D	NO BID REC'D	NO BID REC'D
Western Motors	Garden City, KS	\$43,900	6-8 Weeks	



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Sam Curran, Director of Public Works
DATE: November 15, 2016
RE: Crack Sealing Bid 2017

ISSUE:

The Governing Body is asked to consider and approve the crack sealing bid from B & H Paving, Inc.

BACKGROUND:

Bids were opened at 10:00 a.m. on November 8, 2016 in the Administration Building for 183,000 pounds of crack filler placed by a contractor. Several bid specs were mailed; however, we received only one bid from B & H Paving, Scott City, for \$168,360.00. This project will seal the cracks in the asphalt pavement for the 2017 Street Sealing Maintenance Project, Cycle 4.

Staff has attached the following documents for your review:

1. Maps identifying the area of the proposed project.

ALTERNATIVES:

1. Approve the crack sealing bid from B & H Paving, Inc. for \$168,360.00
2. Reject B & H Paving, Inc.'s bid for \$168,360.00

RECOMMENDATION:

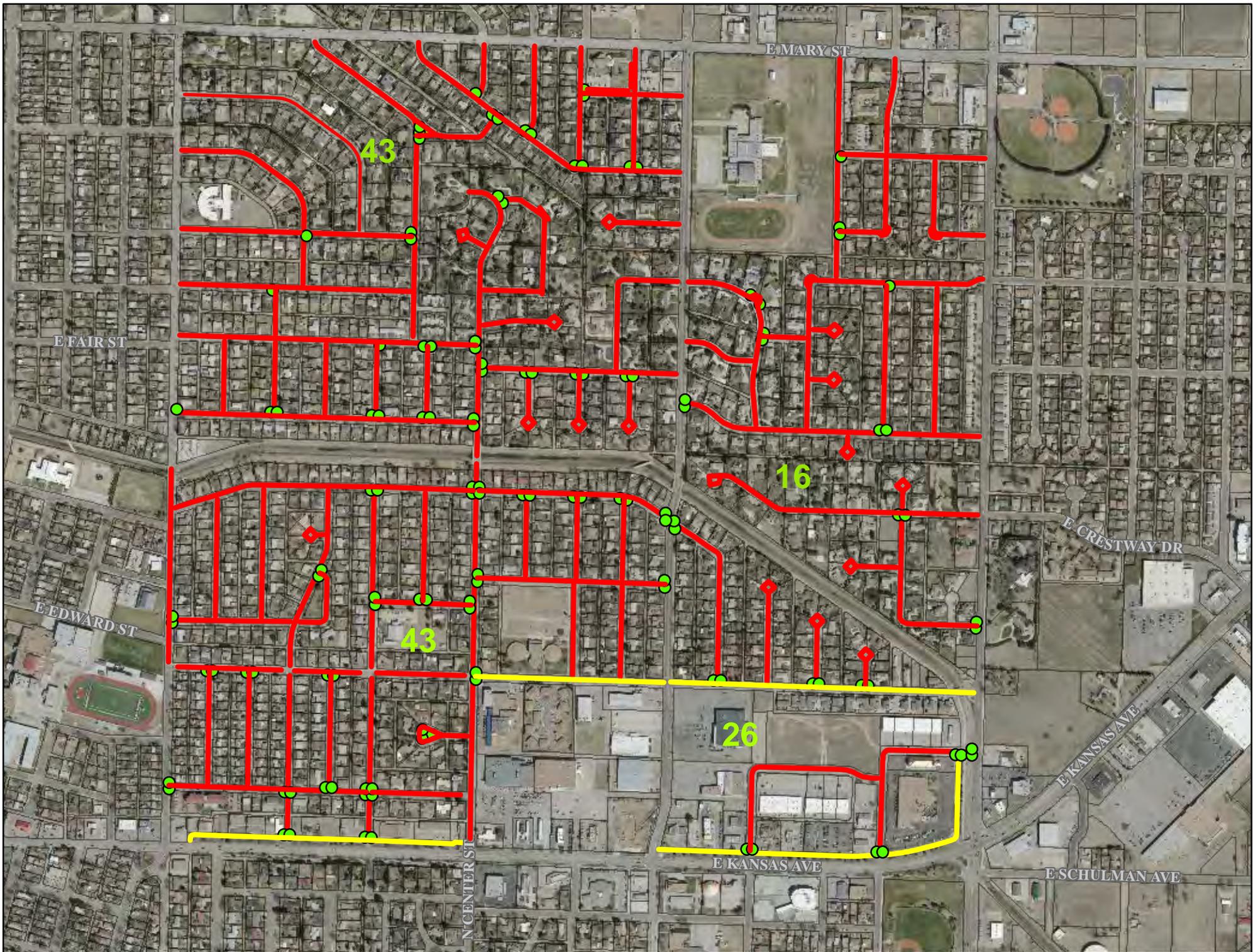
Staff recommends Alternative 1: Approve the crack sealing bid from B & H Paving, Inc. for \$168,360.00.

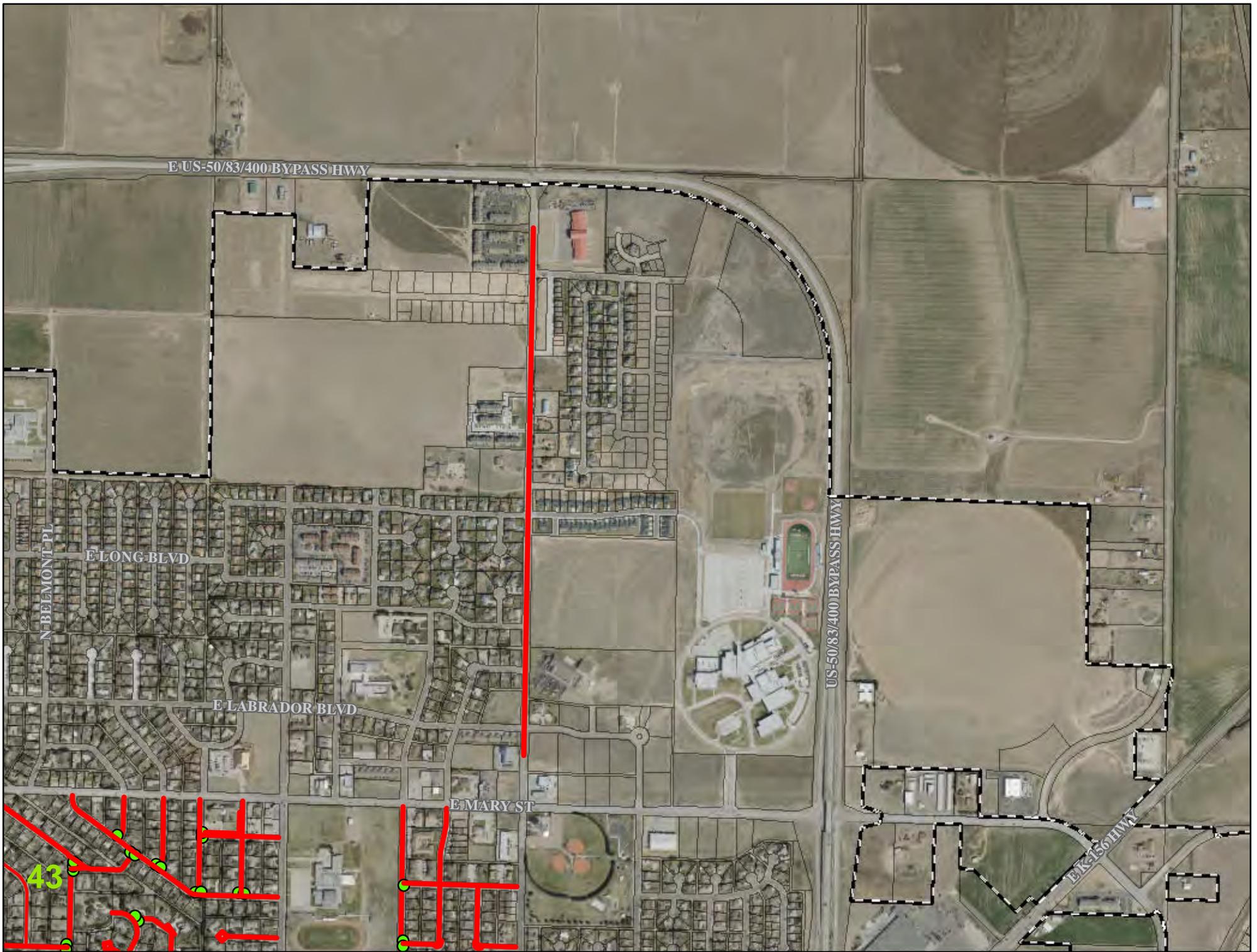
FISCAL NOTE:

Material-Street Repair, fund city #032-21-211-5530.07; Budgeted Amount \$168,360.00.

ATTACHMENTS:

Description	Upload Date	Type
2017 Crack Sealing Maps	11/9/2016	Backup Material







MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Jennifer Cunningham, Assistant City Manager
DATE: November 15, 2016
RE: 1904 Crestway Purchase Agreement

ISSUE:

The Governing Body is asked to consider and approve a Purchase Agreement with Jesse and Mary Doll for the property at 1904 Crestway.

BACKGROUND:

On November 1, 2016 during the regularly scheduled City Commission Meeting, the Governing Body accepted a bid of \$65,000 from Jesse and Mary Doll for the purchase of the property at 1904 Crestway, Garden City, Finney County, Kansas.

City Attorney Grisell drafted a purchase agreement. The Dolls have signed that agreement and paid the \$1,000 earnest payment. The signed agreement is attached.

ALTERNATIVES:

1. Approve the attached purchase agreement.
2. Deny the attached purchase agreement.

RECOMMENDATION:

Staff recommends the Governing Body approve the purchase agreement for 1904 Crestway.

FISCAL NOTE:

Once the City is able to close on the property and receive payment we will need to pay the expenses incurred by the property over the last couple of years including:

Attorneys fees \$2,000.00
Demolition \$37,260.00
Taxes \$703.47
Mowing \$1000.00
Administrative & Notices \$732.98

These expenses total \$41,696.45. There will be additional attorney fees for handling the sealed bid process, drafting the purchase agreement and finally ensuring the property closes. These additional services will cost approximately \$2,000. The purchase price of \$65,000 less all expenses the City will allow the City to net \$21,303.55. That amount will be placed in the Capital Improvement Reserve Fund #5, these monies will be put towards the demolition of the properties on Kansas Avenue for the widening project.

ATTACHMENTS:

Description	Upload Date	Type
1904 Crestway Purchase Agreement	11/10/2016	Backup Material

REAL ESTATE PURCHASE AGREEMENT

THIS REAL ESTATE PURCHASE AGREEMENT (Agreement), made and entered the 15th day of November, 2016, by and between, CITY OF GARDEN CITY, KANSAS, a municipal corporation (CITY), and JESSE J. DOLL AND MARY S. DOLL, husband and wife (BUYER).

WITNESSETH:

- A. CITY owns real estate located in Garden City, Finney County, Kansas.
- B. BUYER desires to purchase the real estate, 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 real estate (Property) is commonly known and referred to as 1904 Crestway Drive, Garden City, Finney County, Kansas, with a correct legal description as follows:

The West Half (W $\frac{1}{2}$) of Block Two (2), and the West Half (W $\frac{1}{2}$) of Block Three (3) in J.H. Mai subdivision of Garden City, Finney County, Kansas, also described as a tract located in the Southeast Quarter (SE $\frac{1}{4}$) of Section Eight (8), Township Twenty-four (24) South, Range Thirty-two (32) West of the 6th P.M., more particularly described as beginning at the East Quarter of said Section Eight (8); thence South along the East line of said Section Eight (8) a distance of Three Hundred Sixty (360) feet; thence West on a line parallel to and Three Hundred Sixty (360) feet South of the North line of the Southeast Quarter (SE $\frac{1}{4}$) of said Section Eight (8) a distance of One Hundred Eighty (180) feet to the place of beginning; thence South on a line parallel to and One Hundred Eighty (180) feet West of the East line of said Section Eight (8) a distance of Six Hundred Sixty (660) feet; thence West on a line parallel to and One Hundred Twenty (120) feet South of the North line of the Southeast Quarter (SE $\frac{1}{4}$) of said Section Eight (8) a distance of One Hundred Eighty (180) feet; thence North on a line parallel to and Three Hundred Sixty (360) feet West of the East line of said Section Eight (8) a distance of Six Hundred Sixty (660) feet; thence East a distance of One Hundred Eighty (180) feet to the point of beginning. EXCEPT the West Half (W $\frac{1}{2}$) of Tract Three (3), including the East Half (E $\frac{1}{2}$) of the vacated North-South unnamed street between Tracts Three (3) and Six (6) and including the South Fifty (S50) feet of the vacated East-West unnamed street located between Tracts Two (2) and Three (3) that lies directly North of the West Half (W $\frac{1}{2}$) of Tract Three (3) and directly North of the East Half (E $\frac{1}{2}$) of the vacated street on the West side of Tract Three (3), commonly known as 1904 Crestway Drive, Garden City, Kansas 67846.

2. PURCHASE PRICE. The total purchase price of Sixty Five Thousand Dollars (\$65,000) (Purchase Price) shall be paid, as follows:

- (a) Earnest money in the amount of \$1,000, paid to the Closing Agent designated below, at the time of signing of this Agreement; and
- (b) The balance of \$64,000, paid in cash at the time of closing.

3. CLOSING AND POSSESSION. This Agreement shall close on or before December 15, 2016, at **First American Title, 417 North Eighth, Garden City, Kansas**. BUYER 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, CITY shall execute and deposit with the Closing Agent a Warranty Deed, prepared by CITY, conveying marketable title to and in the name of BUYER, subject only to oil and gas leases, easements, restrictions, covenants, reservations and rights-of-way of record, if any.
- (b) At time of closing, upon the payment of the Purchase Price by BUYER, and the full performance of each and every term and condition herein required of BUYER and CITY, the Closing Agent shall and is hereby instructed to release and deliver to BUYER the Warranty Deed executed by CITY.
- (c) 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.
- (d) Any fees paid to the Closing Agent for preparing closing documents and closing the transaction shall be paid in the manner hereinafter set forth.
- (e) The Closing Agent shall furnish to CITY an IRS approved 1099-S information reporting form on or before January 31 of the year following closing.

5. TITLE EVIDENCE. Within fourteen (14) days of the execution of this Agreement, CITY shall obtain and deliver to BUYER 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 CITY. The title commitment may also reflect mineral reservations, oil and gas leases, utility easements, setbacks, protective and restrictive covenants and rights-of-way which do not render the Property unsuitable for residential purposes. (Permitted Exceptions).

- (a) The title commitment shall be conclusive evidence of CITY's title as therein shown, subject only to the Permitted Exceptions.
- (b) BUYER shall have a period of ten (10) days to examine the commitment and notify CITY in writing of BUYER's objections, if any, to the marketability of CITY's title. Any exception to title to which BUYER fails to timely object will be deemed a Permitted Exception.
- (c) If BUYER timely makes any objections to the marketability of title, CITY 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 CITY 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, BUYER may elect to terminate this Agreement, and the earnest money paid shall be returned to BUYER.

6. PROPERTY TAXES AND ASSESSMENTS. All property taxes due for years prior to the year of closing shall be paid by CITY. 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.

follows:

(a) CITY shall pay for:

- i. any legal fees incurred by CITY in connection with this transaction;
- ii. any legal fees and expenses required to provide marketable title;
- iii. the cost of the owner's title insurance; and
- iv. the closing fees charged by the Closing Agent.

(b) BUYER shall pay for:

- i. any legal fees incurred by BUYER in connection with this transaction; and
- ii. the cost of recording the Warranty Deed.

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 CITY IS IN DEFAULT

- i. BUYER may elect to treat this Agreement as terminated, and the earnest money paid shall be returned to BUYER; or
- ii. BUYER may elect to treat this Agreement as being in full force and effect and BUYER shall have the right to an action for specific performance.

(b) IF BUYER IS IN DEFAULT

- i. CITY may elect to treat this Agreement as terminated, and retain the earnest money paid by BUYER; 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.

9. EXAMINATION OF PROPERTY/WARRANTIES. BUYER 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 BUYER AND CITY 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 BUYER 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. CITY has no reports or records pertaining to lead-based paint or lead-based

paint hazards with respect to the Property. Furthermore, BUYER 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. 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, next-day delivery service, email, or mailed by registered or certified mail, postage prepaid to the parties at the following addresses:

i. If to CITY: Jennifer V. Cunningham
Assistant City Manager
P. O. Box 998
Garden City, Kansas 67846
jennifer.cunningham@gardencityks.us

and

Randall D. Grisell
City Attorney
124 Grant Avenue
Garden City, Kansas 67846
randyg@gcnet.com

ii. If to BUYER: Jesse J. Doll
Mary S. Doll
1804 Windy View Drive
Garden City, Kansas 67846
mdoll1@cox.net

Either party may change the name, address, or email 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) BUYER shall not have any right to assign any or all of the rights and/or obligations herein without the prior written consent of CITY.
- (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 CITY 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 CITY and BUYER 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.

IN WITNESS WHEREOF, the undersigned CITY and BUYER have executed this Agreement on the dates set forth below.

BUYER

11/10/2016
Date

Jesse Doll
Jesse J. Doll

11/10/2016
Date

Mary Doll
Mary S. Doll

CITY OF GARDEN CITY, KANSAS

Date

By _____
Chris Law, Mayor

ATTEST:

Celyn N. Hurtado, City Clerk



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Cemetery Department
DATE: November 15, 2016
RE: Reserved Burial Rights of Spaces October 2016

ISSUE:

- Permission for Scott and/or LaReita Berry to reserve Space 5, Lot 75, Zone J of Valley View Cemetery for the consideration of \$50 for the period of one year.
- Permission for Ema Rosa Ibon to reserve Space 3, Lot 36, Zone J of Valley View Cemetery for the consideration of \$50 for the period of one year.

BACKGROUND:

None.

ALTERNATIVES:

None.

RECOMMENDATION:

None.

FISCAL NOTE:

None.



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Cemetery
DATE: November 15, 2016
RE: Quit Claim Deeds - November 2016

ISSUE:

Quit Claim Deed from Carolyn R. Manske transferring Space 1, Lot 106, Zone H, of Valley View Cemetery to Jesse and/or Beatrice Ledesma.

BACKGROUND:

None

ALTERNATIVES:

None

RECOMMENDATION:

None

FISCAL NOTE:

None

Other Entities Minutes



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Rachelle Powell, Director of Aviation
DATE: November 15, 2016
RE: October 2016 Airport Advisory Board Minutes

ISSUE:

Presentation of the October 13, 2016 minutes from the Airport Advisory Board.

BACKGROUND:

Attached is the Airport Advisory Board minutes from the October 13, 2016 meeting.

ALTERNATIVES:

None.

RECOMMENDATION:

None.

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
October 13, 2016 Airport Advisory Board minutes	11/9/2016	Backup Material



**GARDEN CITY REGIONAL AIRPORT
ADVISORY BOARD MINUTES
OCTOBER 13, 2016**

5:30 P.M. MEETING CALLED TO ORDER

MEMBERS PRESENT

Jette DeSalvo, Marlo Miller, Charlie Robinson, Ken Frey and Darin Germann.

MEMBERS ABSENT

Max Meschberger.

STAFF PRESENT

Rachelle Powell, Blair Hollingsworth.

ITEM 1 PUBLIC COMMENT

No public comment.

ITEM 2 APPROVAL OF SEPTEMBER 8, 2016 MINUTES

Jette DeSalvo made a motion to approve the September 8, 2016 Airport Advisory Board minutes. Charlie Robinson seconded the motion. The motion passed unanimously.

ITEM 3 BROOKOVER LAND ENTERPRISES, L.P., LEASE REVIEW

Brookover Land Enterprises, L.P., constructed a hangar and upon completion of the construction of the hangar, the hangar was transferred to the City. The City entered into a lease with the term of the agreement of twenty-five (25) years from the 1st day of January, 2012 to the 31st day of December, 2036. At the end of the original term of this lease agreement, Tenant shall have the option of extending the term of this lease agreement for one (1) additional term of ten (10) years, subject to the parties negotiating mutually agreeable rent for the extension term.

No rent shall be due from Tenant to City for the first twenty-five (25) years of the term of this lease agreement.

Ken Frey moved to approve the automatic renewal of the Brookover Land Enterprises, L.P., Lease Agreement. Charlie Robinson seconded the motion. The motion passed unanimously.

ITEM 4 AIRCRAFT SERVICES LEASE

The Airport Advisory Board was asked to consider and approve the Assignment and Assumption of Lease Agreement by and between Aircraft Services, Inc. (Assignor) and FBO Air-Garden City, Inc., (Assignee) for lease of space located at Garden City Regional Airport.

Both parties requested the Assignment and Assumption of the Lease Agreement. As presented, FBO Air-Garden City, Inc., will assume the lease, which expires on December 31, 2017. Prior to the lease expiring, the City would entertain negotiations to incorporate the aircraft repair and service business as an amendment to the FBO Air-Garden City, Inc., lease.

Darin Germann moved to recommend City Commission approval of the Assignment and Assumption of Lease Agreement by and between Aircraft Services, Inc. (Assignor) and FBO Air-Garden City, Inc., (Assignee) for lease of space located at Garden City Regional Airport. Jette DeSalvo seconded the motion. The motion passed unanimously.

ITEM 5 POKY FEEDERS, INC., LEASE

The Airport Advisory Board was asked to review and discuss the Lease Agreement between the City of Garden City and Poky Feeds, Inc., for lease of a hangar at Garden City Regional Airport.

The Poky Feeders, Inc., lease rents a 3,600 sq feet hangar with the rental amount of \$500 per month. The lease expires December 31, 2016. The hangar rents for approximately \$1.67 per square foot. In comparison, a single t-hangar rents for approximately \$0.93 per square foot.

The Airport Advisory Board was asked to consider alternatives for the lease renewal which included: increasing the rent for a five year period, renewing the current agreement for a five year period, extending the current agreement for a period of one year with the intent of adjusting all hangar rents within the year or recommending a different alternative for staff.

After much discussion, the Airport Advisory Board decided to table the decision pending further investigation into hangar rents at other airports by the Director of Aviation.

ITEM 6 CAPITAL IMPROVEMENT PROJECTS (CIP)

Staff presented the Airport Advisory Board with the list of Airport Capital Improvement Projects through 2022. The Airport Advisory Board were all in agreeance that these projects were important.

ITEM 7 DIRECTOR’S REPORT

Staff discussed the Director’s Report with the Airport Advisory Board.

ITEM 8 MONTHLY REPORTS

Staff reviewed the monthly reports with the Airport Advisory Board.

ITEM 9 BOARD MEMBER COMMENTS

- A. Charlie Robinson – Disappointed in the current schedule and the reliability issues with the airline. He also wished Rachelle good luck at her Sixel Conference.
- B. Ken Frey – Inquired about the temporary NOTAMS that are still showing.
- C. Marlo Miller – No comment.
- D. Darin Germann –No comment.
- E. Max Meschberger –Absent.
- F. Jette DeSalvo –No comment.
- G. Vacant

ITEM 9 ADJOURNMENT

Ken Frey made a motion to adjourn. Charlie Robinson seconded the motion. The motion passed unanimously.



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Celyn N. Hurtado, City Clerk
DATE: November 15, 2016
RE: GCRC Minutes 11-01-16

ISSUE:

Presentation of the November 1, 2016 Garden City Recreation Commission minutes.

BACKGROUND:

Presentation of the November 1, 2016 Garden City Recreation Commission minutes.

ALTERNATIVES:

None.

RECOMMENDATION:

None.

FISCAL NOTE:

None.

ATTACHMENTS:

Description	Upload Date	Type
GCRC Minutes 11-01-16	11/9/2016	Backup Material

**Garden City Recreation Commission
Minutes
Monday, September 26, 2016
310 N 6th St**

I. Called Meeting to Order

Chairperson Myca Bunch called the meeting to order at 5:15 pm. Other board members present were Deb Oyler, Marilyn Porter, Keith Rathbun and Jamie Warren. GCRC staff present were Superintendent Aaron Stewart and Finance Director Debbie Bridgeman.

II. Welcome New Board Member

Myca and the board welcomed new Board Member Keith Rathbun. Keith briefly told the board a little about himself.

III. Approval of Agenda

Deb Oyler questioned the intent of the items under New Business and asked to table everything until after the Board retreat in October when we would have more time to look at the policies. Myca explained there was a board training seminar on October 13th that it is open to the public that we could attend and then set up some board training after that. Aaron explained that the intent was to lay the framework for setting policies, not necessarily voting on or approving them tonight. We have a Mission Statement that he would like to revisit, but we don't have a Vision Statement or Guiding Values. In order to develop anything else, we need to have these in place. Myca suggested that tonight we get a broad overview of everything and a starting point of where we would like to go and then set up a meeting date to get into more details. Everyone agreed to this. Deb moved and Marilyn seconded to approve the agenda. The motion carried with all in favor.

IV. Consent Agenda

- Minutes of Regular Meeting August 22, 2016
- Minutes of Special Meeting September 8, 2016
- Staff Reports for September
- Participation Reports

The board reviewed the staff reports. Jamie inquired as to the age groups of the youth soccer program. Myca asked if everything was taken care of with the Big Pool and how the Gauntlet went. Aaron explained that the soccer teams were grouped by two grades 3rd & 4th, 5th & 6th and that everything was cleaned up at the Big Pool and turned over to the City. He also stated he had received a brief update on the Gauntlet and overall it went well. He would like to get participant feedback and look into making it harder. Jamie also inquired as to where we were at on getting the Recreation Building painted. Aaron stated we should be starting this week. Jamie moved to approve the consent agenda, seconded by Deb. The motion carried with all in favor.

V. Financial Reports for August 2016

Aaron reviewed the financials. He stated that the professional fees were high, due to 2015 Audit Report and repairs were due to the water damage to the gym floor. Overall, we are still setting pretty well. Revenue from fees are down which is a concern, but expenses are down as well. The end goal is to carry about \$150,000.00 over for next year, which would be a \$450,000.00 swing from last year. Aaron commended the Board and Kathleen for making this possible. Marilyn asked if he had tried to negotiate the Cox Communications Contract with Core

Fitness. Aaron responded that it is a 36 month contract and he was waiting until we opened the Wellness Center to do so. Jamie moved and Marilyn seconded to approve the financials. The motion carried with all in favor.

VI. Superintendents Reports

- Resignation of Core Fitness Supervisor Jessi Phillips and Maintenance Worker Charles Morgan II
- Resignation of Board Member Alyssa Benavidez

Aaron reported that he received the resignation of Charles Morgan II in the Maintenance Department and we have filled that position with Tim Hendershot. He also received Core Fitness Supervisor, Jessi Phillip's resignation. We are taking applications for the Wellness Coordinator and will start interviewing next week.

Aaron received Board Member Alyssa Benavidez's resignation as well. The City has appointed Keith Rathbun to complete her term.

VII. Old Business

a. Core Fitness Lease

Aaron stated that we have negotiated the Core Fitness Lease and are in the process of getting the formal agreement drawn up, but we begin making \$10,000.00 payments October 1, 2016.

VIII. New Business

- a. Mission Statement**
- b. Vision Statement**
- c. Strategic Planning/Guiding Values**

Aaron provided some examples of Mission Statements that include guiding values. He stated we need to have these in place in order to proceed with our strategic planning. Aaron stated that it would be up to the Board if they wanted to change our Mission Statement, but thought it would be a good idea to review it. He created a question and answer worksheet to get the process started and asked the Board if it was agreeable to use this tool, go through the training and work session to put down their ideas and go from there. He stated the core values go along with the Mission Statement. The Vision Statement is where we get to dream, what do we see the Commission looking like in 5 to 10 years from now. This is a step by step process, once we have the mission, core values and vision, we can move on to strategic planning to incorporate them. This is a big task, not only is it the Board purpose, but it is where you can leave a legacy. Aaron stated we are going to start having departmental meetings in October where he wants the staff to be able to give their ideas on these items since they involve staff as well. Aaron would facilitate these meeting and report back to the Board. He stated he would like the Manual to be completed in 6 months. This is an opportunity to start with a clean slate and create the foundation of the Commission. The strategic planning will be an ongoing thing based on the vision statement we have created. Aaron stated that this is on the Board to develop these statements and for him to take them and bring it down line, get the feedback and bring it back to the Board to establish them and then implement them. Myca inquired as to how to accomplish this since it hard to get all 5 board members together for meetings; would it be possible to establish sub committees in order to get this done. Aaron stated that would be up to the Board, but he would be willing with 2 board members at a time to work on this. He stated that if everyone did their homework and brought it to the board meetings it would be beneficial

in helping the process move along. He suggested starting with the Mission Statement and moving on from there. Deb and Keith volunteered to meet weekly for 1 hour sessions to strategize and report back to the board at large. Marilyn suggested that they take turns so everyone is involved. Aaron asked if everyone would fill out the first part of the questionnaire and send them back to him, in order to get everyone's input for the planning sessions.

d. Job Description Revisions

Aaron provided job descriptions with performance indicators and established salary ranges as we do not have salary ranges at this time. Most of the salaries were based on surveys of other Recreations pay scale and what our current employees are receiving. He also included a job description for a Board Member to help identify what a board member does and have a guideline to give interested persons an idea of what would be expected of them. He added a Treasurer, which had been eliminated, to analyze or scrutinize the financials, in part, to prevent what happened in the past from happening again. He suggested possibly making a succession plan, where the Vice Chair succeeds to Chair. He stated that he planned to incorporate a succession plan with the staff. The Board discussed whether they needed to approve the job descriptions and salaries. It was decided that the Board didn't need to approve the job descriptions, Aaron would separate out the rate of pay. Aaron also stated he was working on an organizational chart. Marilyn stated that the only job description she didn't agree with was the Board Member, due to it should be included in the By-Laws. Aaron agreed, and stated that the description wasn't so much a legal tool, but an informational tool. Marilyn stated that it shouldn't be a job description; it has to be in the By-Laws. This is more of an executive board structure and this board is not an executive board where there is a hierarchy. Aaron stated that the intent of the job description positions was not to establish a hierarchy but what the duties of the positions are and if we needed to re-write them, we would. Aaron also stated that part of this was meant to further define out the By-Laws; he put it in a job description form to throw it in front of the board in a concise way. The one thing that was in there but no longer is, is the Treasurer position. It would basically be to re-establish that position in a different way and by no means does the job description violate the State Statues in any way. The reason he called it a job description was because you do have a job to do even if it is voluntary. Aaron stated this allows him to go back and update the policy and bring to the board for approval.

e. GCRC Board Policy Review

Marilyn stated that she has some concerns and wanted to review the way this Board is functioning. Myca stated that she didn't think any of them were in disagreement that research and board training was needed for the health of the organization. Marilyn presented the Board and Aaron with a copy of the Kansas State Statues that governs Recreations so as to have them at hand to give us a broader idea of what we are talking about. Marilyn also stated that she had done extensive research into how Recreation Commissions function and encouraged the rest of the board to do so as well. What she discovered was that all followed the same policies and procedures.

1. Board Member interaction with Staff Members – Internal issues that warrant Board review
Marilyn stated that our Organization states that the Board is here to create and establish policy, approve the annual budget and otherwise exercise the powers of KSA 121928. There is nothing in the policy that restricts dialogue between a board member and staff and no one board member has the authority to make decisions on behalf of the board or give direction to staff that would supersede the Superintendent. Aaron stated that is okay for Board Members to communicate with Staff but not to manage them. Marilyn stated that

- we need a clear line of procedures included in our policies for the health of our Organization. Aaron agreed, there is a lot of policy that needs to be written and suggested we establish a chain of command wherein if an employee has a complaint or issue, he (she) goes to their immediate supervisor or the next person in line if it can't be resolved with their supervisor. If the issue involves him, the Superintendent, he suggested that the Finance Director, who is somewhat our Human Resource Department, be the one to determine if Board interaction is required based on updating the procedures in our policy manual.
2. Board member interaction with the Superintendent outside of scheduled Board meetings - Marilyn stated she felt it was important and every board member has the opportunity to feel engaged in the organization. We need to put together a collaborative model of how an organization communicates. She suggested that 2 board members could go to lunch with the Superintendent weekly and to rotate the board members so everyone can develop a repoire and feel engaged. Deb stated that she felt we need to be careful when setting policies, that we don't policy ourselves out, that we don't over policy because then you don't have that creativity.
 3. Weekly Communications from the Superintendent – Marilyn stated that she liked the weekly update from Kathleen letting the Board know what events, results of events and anything else that was going on. Aaron stated that the Board received monthly reports and didn't want to bombard them with repetitive information, but if they preferred to receive weekly updates that could be done. Communication is key and he is willing to do whatever works for the individual member. The Board discussed whether they wanted a weekly update and agreed it wasn't necessary.
 4. Board Member roles and responsibilities during and outside of Board meetings – Marilyn was concerned the Board has been functioning as an Executive Board and that no one board member can give the Superintendent direction outside of what is voted on in the Board meetings. The rest of the Board agreed that no one member had any more authority than the other. Marilyn gave an example of a meeting that she felt shouldn't have taken place and why. Aaron stated that going forward all necessary meetings will be directed through him and any discussions at said meetings will be communicated to any board member not in attendance.
 5. Board member selection process and procedures – Marilyn expressed concern over our policy for recommendation for Board members. The policy dictates that we can make recommendations to the City for 2 of the positions and in the previous two appointments, the Board was not given the applications to review and make a recommendation. The Board and Aaron agreed that we needed to review our procedures and the applications, possibly notifying the City if we haven't had enough time to vet the applicants.

IX. Executive Session – There was not an executive session.

X. Garden City Recreation Commission Questions and Comments

There were no questions or comments

XI. Adjournment

Deb Oyler moved and Marilyn seconded to adjourn the meeting. The motion carried with all in favor. The meeting adjourned at 8:08 pm.

Debbie Bridgeman

Secretary
Debbie Bridgeman

Approved: Myca J. Bunch
11/01/16



MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Michael D. Utz, Chief of Police
DATE: November 15, 2016
RE: Police/Citizens Advisory Board Minutes - October 2016

ISSUE:

Presentation of the October 18, 2016 meeting minutes for the Police/Citizens Advisory Board.

BACKGROUND:

Attached are the meeting minutes for the Police Citizens Advisory Board meeting held on October 18, 2016.

ALTERNATIVES:

None

RECOMMENDATION:

None

FISCAL NOTE:

None

ATTACHMENTS:

Description	Upload Date	Type
PCAB October Meeting Minutes	11/4/2016	Backup Material



MICHAEL D. UTZ
CHIEF OF POLICE

RAQUEL ARELLANO
ADMINISTRATIVE ASSISTANT

COURTNEY PREWITT
PATROL CAPTAIN

MICHAEL REAGLE
COMMUNITY RESPONSE DIVISION
CAPTAIN

MICHAEL RADKE
INVESTIGATIONS DIVISION
CAPTAIN

RANDY RALSTON
OFFICE OF PROFESSIONAL
STANDARDS CAPTAIN

KATHY FAIRCHILD
SUPPORT SERVICES DIRECTOR

EMILY BURNS
BUDGET ANALYST

GARDEN CITY POLICE
DEPARTMENT
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**Garden City Police Department
Police Citizens Advisory Board**

October 18, 2016

5:30 pm – 6:30 pm

Present: Mellaina Johnson, Stan Kennedy, Vinh Nguyen, Alyssa Ralston, Darla Samy; Jeff Starkey; Alicia Weber; Charles Allen

Absent: Brandon Neeb, Connie Bonwell, Andrew Roush

Staff: Chief Michael Utz, Raquel Arellano, Captain Randy Ralston

Guest: Steven Jones

I. Call Meeting to Order

Chairman Chuck Allen called the meeting to order.

II. Approval of Minutes

Chairman Chuck Allen gave a moment for attendee's to review the Minutes from September 20, 2016. Stan Kennedy made a motion to approve the minutes; motion was seconded by Co-chair Mellaina Johnson, motion to approve minutes carried.

III. Review of Master Activity Report

Captain Ralston presented the information of the Master Activity and Crime Analysis Reports.

IV. Monthly Recap

Chief Utz made PCAB Members aware that approximately 300 people attended the Community Engagement Meeting held on Saturday, October 15, 2016 at 305 W. Mary Street. The meeting was successful in bringing a sense of security to the residents of Garden City, following the recent domestic terrorism plot.

Chief Utz also announced that a follow-up meeting between the African Community Center leaders and the GCPD to reassure the community of their security will be held at the LEC on October 22nd.

V. Report From the Chief

Captain Ralston reported to members that GCPD will be hosting P.R.I.M.E. T.I.M.E. Interview and Interrogation training from October 19-21, 2016. A brief description of the training was given.



Captain Ralston reported that the SWAT vehicle was on display on October 18, 2016, at the Law Enforcement Center prior to the Commission Meeting.

MICHAEL D. UTZ
CHIEF OF POLICE

RAQUEL ARELLANO
ADMINISTRATIVE ASSISTANT

COURTNEY PREWITT
PATROL CAPTAIN

MICHAEL REAGLE
COMMUNITY RESPONSE DIVISION
CAPTAIN

MICHAEL RADKE
INVESTIGATIONS DIVISION
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OFFICE OF PROFESSIONAL
STANDARDS CAPTAIN

KATHY FAIRCHILD
SUPPORT SERVICES DIRECTOR

EMILY BURNS
BUDGET ANALYST

VI: Report from the Board & Guests

Jeff Starkey asked if the GCPD's pay scale is comparable to Police Departments in the surrounding area. Captain Ralston held a discussion regarding the pay scale.

VII: Adjournment

Meeting Adjourned at 6:17 p.m.

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MEMORANDUM

TO: Governing Body
THRU: Matthew C. Allen, City Manager
FROM: Kristi Newland, Zoo Director
DATE: November 15, 2016
RE: Zoo Advisory Board minutes for November 2016 meeting

ISSUE:

Presentation of the November 1, 2016 Zoo Advisory Board minutes

BACKGROUND:

Attached are the November 1, 2016 Zoo Advisory Board minutes

ALTERNATIVES:

None

RECOMMENDATION:

None

FISCAL NOTE:

None

ATTACHMENTS:

Description	Upload Date	Type
Zoo Advisory Board minutes	11/9/2016	Backup Material

Zoo Advisory Board
Minutes of Meeting Held
Tuesday, November 1, 2016

Members Present: Phil Sloderbeck, Taylor Freburg, Stacy Regan-Green, Donna Lightner, Kathy Diehl

Members Absent: Ryan Derstein, Jimmy Deal

Others Present: Kristi Newland, Donna Wohler, Whitney Buchman, Jessica Norton

- I. The meeting was called to order at 5:08
- II. Approval of Agenda –The agenda was approved.
- III. Approval of Minutes –The minutes from the October meeting were approved.
- IV. New Business
 - a. Zoo Monthly Report – An African spurred tortoise hatched and will be used as an Education ambassador for the near future. The zoo is participating in a Pallas cat hormone study. The snow leopard voluntarily accepted a hand injection for its physical. Zoo Director and Curator of Education, along with other City personnel, attended Crisis Communication training. The Education division held a World Lemur Day to bring awareness to lemur conservation, and also hosted the SW Kansas Regional EcoMeet. Maintenance has been working on completing the new Asian wild horse exhibit and Basilisk lizard exhibit.
 - b. FOLRZ Report –Boo! at the Zoo was a success with a record 37 treat stops and over 5100 visitors. The Safari Shoppe has been reducing staff for the winter season. Patrons at the Safari Shoppe are being asked to round up purchases to the nearest dollar for Pennies for primates; \$77.00 has been raised since this started earlier this year. Tails in Tinseltown will be held Saturday, December 10th; the pancake feed will be more cost effective this year and will be open to everyone with a ticket.
 - c. Field Trip to Flamingo Exhibit – The board visited the flamingo barn and the site of the proposed exhibit which is on the CIP list, as well as viewing the plan and Finnup Park Master Plan. The board also visited the Asian wild horse exhibit.
 - d. Zoo's 90th Birthday – The Zoo will turn 90 next year. Kristi's Telegram article on Friday will ask for stories and pictures from the public. Kristi asked the board for any ideas to celebrate the birthday. The board discussed the time of year to hold a celebration, possibly tying the birthday to field trips in the spring, and involving schools. A historical scavenger hunt, new banners, a cake contest, and bringing Blues at the Zoo back were other ideas.
- V. Old Business
 - a. Schedule Board Zoo Tour – A behind the scenes tour will take place Saturday, November 5, at 8:00 am. Kristi will send email invites to everyone.
- VI. Board Member Reports - None
- VII. The meeting was adjourned.

Next scheduled Meeting is December 6, 2016 at 5:00 p.m.